

VILLAGE OF TIVERTON
MINUTES OF REGULAR MONTHLY MEETING
ON AUG 24,2023

PRESENT JOHN IVENS CHAIR
RICHIE CROCKER VICE CHAIR
WENDY WATSON COMMISSIONER
CRYSTAL CANN COMMISSIONER

STAFF KENDALL OSSINGER CLERK

REGRETS CAITLIN GREGORY COMMISSIONER
SUSAN TITUS TREASURER

PUBLIC IN ATTENDANCE 15

JOHN CALLED THE MEETING TO ORDER AT 7:35 PM

READ AND APPROVED MINUTES OF LAST MEETING

BUSINESS FROM LAST MEETING

CLERK REPORTED THAT THE COMMISSION REVIEWED THE FINANCIAL BOOKS ON AUGUST 2ND 2023 FOR YEARS 2021/2022 AND 2022/2023. THE BOOKS ARE AT PRESENT AT THE AUDITORS GRANT THORTON.

JOHN EXPLAINED THAT THE MONIES PAID TO TREASURER AND CLERK CAME FROM LAST 2 YEARS MONIES NOT THIS YEARS.

NEW BUSINESS

TO COMPLY WITH THE MUNICIPAL ACT A OPERATING RESERVED FUND WAS CREATED. \$20,000 WAS PUT IN THAT FUND.

AN EXPENSE POLICY WAS DRAFTED BY CLERK AND ASK TO ADOPT IT. JOHN MOTIONED THAT WE ADOPT THE POLICY AS PRESENTED. RICHIE SEC. MOTION CARRIED POLICY WILL BE KNOWN AS POL-1-2023.

IT WAS MOTIONED AFTER DISCUSSION BY WENDY THAT WE LOOK FURTHER INTO CREATING A WEBSITE FOR THE VILLAGE. SEC. BY CRYSTAL MOTION CARRIED.

CLERK EXPLAINED THAT A CHECK FOR PHOEBE CROCKER WAS NOT CASHED. WAS WRITTEN OUT IN JANUARY 2023. COMMISSION DIRECTED STAFF TO REWRITE THE CHECK.

AN AUDIT COMMITTEE POLICY WAS DRAFTED BY CLERK AND ASKED COMMISSION TO ADOPT IT. WENDY MOTIONED THAT WE ADOPT THE AUDIT COMMITTEE POLICY AS PRESENTED. JOHN SEC. MOTION CARRIED. POLICY WILL BE KNOWN AS POL-2-2023

LETTER FROM SOAR (GREG TROWSE) WAS DISCUSSED AND CLERK WAS DIRECTED TO RESPOND THAT THE VILLAGE WAS INTERESTED IN A PUBLIC MEETING WITH HIM.

AFTER DISCUSSION THE CLERK WAS DIRECTED TO WRITE UP A POLICY ON THE PROCEDURE OF CONFIRMING A PURCHASE OR PAYMENT THAT OCCURS BEFORE THE NEXT REGULAR MEETING EITHER BY PHONE OR EMAIL.

FIRE DEPARTMENT FUNDING WAS DISCUSSED AND TABLED TIL NEXT MEETING.

COMMISSION/STAFF TOOK INQUIRIES AND QUESTIONS FROM THE PUBLIC.

NEXT MEETING SET ON SEPT 27,2023 AT 7 PM COMMUNITY HALL

MEETING ADJOURNED AT 8:25 PM.

approved Sept 27/2023

Kendall Osseger clerk

*J.C.I
Patrick Cooper*

Village of Tiverton

Bank Account Summary

For the period from 2023-08-22 to 2023-09-23

CAPITOL FUND GIC account

2023-09-23

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Net increase (decrease) in cash held	-
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Cash at the beginning of the period	31,292.67
Inter Account Transfers	-
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Cash at the end of the period	31,292.67
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J.C.I.
Budget codes

Village of Tiverton

FINANCIAL REPORT

For the period from 2023-08-22 to 2023-09-23

2023-09-23

Less: Expenses

Bank charges	5.25
DONATION	60.00
HST	159.09
OFFICE SUPPLIES	111.30
PROPERTY TAX	9.12
Total – Expenses	344.76

Less: Community Hall

INTERNET	90.61
PROPERTY TAX	802.09
Repairs and maintenance	637.45
SUPPLIES	87.98
Telephone	33.22
Total – Community Hall	1,651.35

Less: Cemetery

GRAVEL & FILL	100.00
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Net profit (loss)

(2,096.11)

approved Sept 27/2023

*J.C.I.
Richard Arthur*

Village of Tiverton

Bank Account Summary

For the period from 2023-08-22 to 2023-09-23

Operating account

2023-09-23

Inflows	
BURSERY	500.00
Less: Outflows	
Bank charges	5.25
BURSERY	500.00
DONATION	60.00
GRAVEL & FILL	100.00
HST	159.09
INTERNET	90.61
OFFICE SUPPLIES	111.30
PROPERTY TAX	9.12
PROPERTY TAX	802.09
Repairs and maintenance	637.45
SUPPLIES	87.98
Telephone	33.22
Total – Outflows	<u>2,596.11</u>
Net increase (decrease) in cash held	<u>(2,096.11)</u>
Cash at the beginning of the period	77,226.26
Inter Account Transfers	-
Cash at the end of the period	<u>75,130.15</u>

approved Sept 27 / 2023

*J.C.F.
Financial Controller*

Village of Tiverton

Bank Account Summary

For the period from 2023-08-22 to 2023-09-23

OPERATING RESERVE GIC ACCOUNT

2023-09-23

Net increase (decrease) in cash held	-
Cash at the beginning of the period	20,000.00
Inter Account Transfers	-
Cash at the end of the period	20,000.00

approved Sept 27/2023

*J.C.I.
Richard Tucker*