



Budget Meeting Minutes

Council Chambers
February 17th, 2017
9:30 a.m.

Mitch Twolan, Mayor	Present
Wilfred Gamble, Deputy Mayor	Present
Lillian Abbott, Councillor	Present
Jeff Elliott, Councillor	Present
Jim Hanna, Councillor	Absent
Don Murray, Councillor	Present
Carl Sloetjes, Councillor	Present
Mary Rose Walden, Chief Administrative Officer	Present
Sonya Watson, Clerk	Absent
Jodi MacArthur, Treasurer	Present
Hugh Nichol, Director of Public Works	Present
Mike Fair, Director of Community Services	Present
Christopher Cleave, Fire Chief	Present
Taralyn Cronin, Business & Economic Officer	Present
Joanna Malott, Deputy Clerk	Present

Others Present: Barb McKay, Liz Dadson, Philip Englishman

Budget Meeting

1. Call to Order:

Mayor Twolan called the meeting to order at 9:31 a.m.

2. Disclosure of Pecuniary Interest

Name: N/A Item: N/A. Nature of Interest: N/A.

3. Delegations

3.1 Saugeen Municipal Airport 9:30 a.m.

Philip Englishman will be attending regarding the Canadian Forces Snowbirds show on June 21st, 2017 in Brockton.

[Letter](#)

[Budget](#)

Mr. Englishman gave a video presentation about the Snowbirds and spoke about them coming to Bruce County for the 150th Anniversary Celebrations. Mr. Englishman was requesting a donation from Huron-Kinloss for the event

Action: Council was supportive of the event but allocated no funds in the 2017 budget for this event.

4. Staff Reports

- 4.1 [Report Number TR2017-02-13](#) prepared by Jodi MacArthur, Treasurer
Budget Excluded Expenses

Motion No: 64

Moved by: Elliott Seconded by: Sloetjes

That the Township of Huron-Kinloss Council hereby reviews and receives Report Number TR2017-02-13 prepared by Jodi MacArthur, Treasurer and approves the exclusion of certain expenses from the 2017 budget as per Ontario Regulation 284/09.

Carried

- 4.2 [Report Number TR2017-02-14](#) prepared by Jodi MacArthur, Treasurer
2016 Year End

Motion No: 65

Moved by: Gamble Seconded by: Elliott

That Township of Huron-Kinloss Council hereby reviews and receives the summary revenue/expenditure reports to December 31, 2016 prepared by Jodi MacArthur, Treasurer and authorizes the following reserve transfers: \$23,859.05 to the Municipal Capital Projects reserve, a transfer of \$48,056.55 to the Ripley-Huron Community Centre reserve, \$22,500.00 to the planning reserve, \$142,085.71 to the equipment replacement reserve, \$1,085.00 to the Ripley-Huron Fire Department Reserve, \$1,785.00 to the Ripley-Huron Recreation Memorial Reserve, \$595.00 to the Lewis Park Reserve, \$380.00 to the Ripley-Huron History Book Reserve, \$25,000.00 to the Lucknow Town Hall reserve, \$27,500.00 to the Lucknow Recreation Reserve and \$4,355.43 from the Municipal Child Care Reserve.

Carried

- 4.3 [Report Number TR2017-02-15](#) prepared by Jodi MacArthur, Treasurer
Physician Recruitment

Action: Council is requesting a copy of the Municipality of Kincardine's physician recruitment financial statements. The following motion was passed.

Motion No:66

Moved by: Elliott Seconded by: Sloetjes

That the Township of Huron-Kinloss Council hereby receives Report Number TR2017-02-15 prepared by Jodi MacArthur, Treasurer and approves contributions of \$13,076.00 for the Wingham & Area Health Professionals Recruiting Committee and not more than \$17,000.00 for Kincardine Physician Recruitment Program in the 2017 budget.

Carried

- 4.4 [Report Number TR2017-02-16](#)_prepared by Jodi MacArthur, Treasurer
Grants to Organizations
Motion No:67
Moved by: Gamble Seconded by: Sloetjes
That Township of Huron-Kinloss Council hereby reviews and receives Report Number TR2017-02-16 prepared by Jodi MacArthur, Treasurer and authorizes grants to organizations as listed in the 2017 Proposed Grants.
Carried
- 4.5 [Report Number TR2017-02-17](#)_prepared by Jodi MacArthur, Treasurer
Asset Management Roadmap
Motion No:68
Moved by: Sloetjes Seconded by: Elliott
That Township of Huron-Kinloss Council hereby reviews and receives Report Number TR2017-02-17 prepared by Jodi MacArthur, Treasurer and authorizes staff to engage in a review of the proposal submitted by Public Sector Digest for consulting services related to the asset management project and bring back a further report.
Carried
- 4.6 [Report Number PW2017-02-10](#) prepared by Hugh Nichol, Director of Public Works
Future Capital Project Communications
Motion No:69
Moved by: Sloetjes Seconded by: Elliott
That the Township of Huron-Kinloss Committee of the Whole hereby approves in principle Report Number PW2017-02-10 as prepared by Hugh Nichol, Director of Public Works.
Carried
- 4.7 [Report Number BED2017-02-03](#) prepared by Taralyn Cronin, Business and Economic Officer
Downtown Improvement Program
Motion No:70
Moved by: Elliott Seconded by: Gamble
That the Township of Huron-Kinloss Council hereby approves Report No. BED2017-02-03 prepared by Taralyn Cronin, Business & Economic Officer; and in so doing approves the Downtown Improvement Program as described utilizing \$100,000 from the Community Wellbeing Reserve Fund over a four year period; Further THAT Council authorizes the Business & Economic Officer in conjunction with the Chief Administrative Officer to develop the Program guidelines.
Carried

- 4.8 [Report Number CAO2017-02-04](#) prepared by Mary Rose Walden, Chief Administrative Officer
Salary Market Review

Motion No:71

Moved by: Elliott Seconded by: Abbott

That Huron-Kinloss Council hereby approves Report No. CAO2017-02-04, prepared by Mary Rose Walden, Chief Administrative Officer and in so doing approves retaining E. Dean & Associates to complete the salary market survey, develop a pay grid reflecting the results of the market review, pay equity review and current pay practices.

Carried

- 4.9 [Report Number TR2017-02-18](#) prepared by Jodi MacArthur, Treasurer
2017 Draft Budget

Motion No:72

Moved by: Abbott Seconded by: Elliott

That Township of Huron-Kinloss Council hereby reviews and receives Report Number TR2017-02-18 prepared by Jodi MacArthur, Treasurer and provides direction to staff regarding the 2017 draft budget.

Carried

Action: The final direction provided by Council is they would like staff to review the budget for potential savings to finalize the budget with a municipal tax rate increase less than 3%. Mayor Twolan thanked staff for their work in preparing the budget and emphasized that the final payment of the Township's only debt will be made in 2017, a positive indicator for the future. Staff will bring back a report for Council's consideration.

5. **Budget Reports**

- 5.1 [General Administration](#) prepared by Jodi MacArthur, Treasurer

Action: Noted

- 5.2 [Economic Development](#) prepared by Mary Rose Walden, Administrator

Action: Staff will bring back a future report regarding funding options for economic development projects from the Rural Economic Development Fund (RED) and the Nuclear Waste Management Organizations (NWMO) Learn More Program.

- 5.3 [Ripley-Huron Fire Department](#) prepared by Chris Cleave, Fire Chief

Action: Noted

- 5.4 [Emergency Management](#) prepared by Chris Cleave, Fire Chief

Action: Noted

- 5.5 [By-Law Enforcement](#) prepared by Sonya Watson, Clerk
Action: Noted
- 5.6 [Police Services Board](#) prepared by Sonya Watson, Clerk
Action: Noted
- 5.7 [Public Works](#) prepared by Hugh Nichol, Director of Public Works
Action: There was further discussion regarding this report. Council granted permission to the Director of Public Works to continue the existing contract with the gravel crusher. Mayor Twolan requested that Whitechurch residents be notified as soon as possible regarding the costs associated for the water project. The Director received permission to negotiate directly with the asphalt contractor for the 2017 paving program. Council agreed to the amount of money proposed to be spent on paving and the Director will provide an updated report on which projects he recommends for 2017. The Director would like to put out a tender to replace the Trackless. The sweeper is getting old and the Director will look into the cost of a new one and also see about getting a used one if available.
- 5.8 [Streetlighting](#) prepared by Hugh Nichol, Director of Public Works
Action: Noted
- 5.9 [Waste Management](#) prepared by Hugh Nichol, Director of Public Works
Action: Staff will be reviewing landfill operation and costs throughout 2017 and will report back on any proposed fee increases.
- 5.10 [Water and Wastewater](#) prepared by Hugh Nichol, Director of Public Works
Action: Noted
- 5.11 [Point Clark Lighthouse](#) prepared by Taralyn Cronin, Business & Economic Officer
Action: Council approved bringing a by-law forward to adopt the fee increases recommended in the report
- 5.12 [Parks](#) prepared by Mike Fair, Director of Community Services
Action: Noted
- 5.13 [Lakeshore Environmental](#) prepared by Mike Fair, Director of Community Services
Action: Council questioned the costs to continue the Baseline water monitoring program and results from the investigation of sites PR17 and PR18. Staff will follow up.
- 5.14 [Ripley-Huron Community Centre](#) prepared by Mike Fair, Director of Community Services
Action: The Director was asked to get a quote from Mr. Heat & Cool of Goderich for the heating system conversion in addition to the quotes he has from Cliff's, Emke and Current Electric.

- 5.15 [Point Clark Community Centre](#) prepared by Mike Fair, Director of Community Services

Action: Noted

- 5.16 [Ripley Cemetery](#) prepared by Mike Fair, Director of Community Services

Action: Noted

Motion No:73

Moved by: Elliott Seconded by: Abbott

That Township of Huron-Kinloss Council hereby reviews and receives all reports provided by staff in item 5. pertaining to the 2017 draft budget.

Carried

6. Information

- 6.1 [West Lucknow Storm Water Improvements Letter](#)

We have received a letter from the Township of Ashfield-Colborne-Wawanosh regarding their financial contribution towards this project. The budget reports were already completed by the time this correspondence was received, therefore the decision is not reflected in the proposals. We can discuss the impact on the draft budget at the meeting.

Action: Council received the letter. The Council of Ashfield-Colborne-Wawanosh (ACW) has indicated they will contribute \$42,800 to the project as their share of the benefit to the jointly owned and managed facilities. The amount contributed by ACW, will be added as revenue to the Public Works Capital in the 2017 budget.

7. New Business

- 7.1 [Report Number CS2017-02-04](#) prepared by Mike Fair, Director of Community Services

Council Chambers Sound System

Motion No:74

Moved by: Elliott Seconded by: Sloetjes

That the Township of Huron-Kinloss Council hereby approves Report Number CS2017-02-04 Council Chambers Sound System prepared by Mike Fair, Director of Community Services;

And further that the Township of Huron-Kinloss Council hereby approves the staff recommendation to proceed with Option #2: Table Top Discussion System and authorizes a by-law coming forward.

And further that \$10,000 of this project by funded from the NWMO Learn More Program and the balance from the Community Wellbeing Fund from NWMO with the total being \$13,255 + HST for 8 microphones.

Carried

7.2 Draft Lucknow & District Joint Recreation Board Budget

There was discussion regarding the Lucknow Rec Board being over budget \$52,000 for electricity. It is understood that Mark Hackett has spoken with Westario and they are investigating the sudden increase. Mayor Twolan could have brought this up at the Board of Directors meeting. Councillor Sloetjes will ask Mark Hackett to speak to Mayor Twolan.

A significant capital budget is proposed, due to the replacement of two compressors for the ice plant. There was further discussion regarding paving the parking lot at the Lucknow Sports Complex. It was reported by the Board members that originally the funding had to go to finishing the renovations as they came up short of funds.

8. Closed Session

8.1 Motion to go in Closed Session- n/a

8.2 Motion to Return to Open Session –n/a

9. Business Arising from Closed Session

n/a

10. Confirming By-Law

10.1 [By-Law 2017-21](#)

February, 2017 Confirmatory By-Law (2)

Motion No:75

Moved by: Gamble Seconded by: Elliott

That By-Law 2017-201 being the February, 2017 Confirmatory By-Law (2) be read a first, second and third time and passed this 17th day of February 2017.

Carried

11. Adjournment

11.1 Motion to Adjourn

Motion No:76

Moved by: Elliott Seconded by: Gamble

That the Township of Huron-Kinloss Council hereby adjourns.

Carried

Original Signed by Wilf Gamble, Deputy Mayor

Mayor

Original Signed by Sonya Watson

Clerk

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