

MINUTES OF THE TOWNSHIP OF NORTH HURON

BUDGET MEETING



Date: Monday, March 27, 2017

Time: 7:02 p.m.

Location: HELD IN THE TOWNSHIP COUNCIL CHAMBERS

MEMBERS PRESENT: Reeve Neil Vincent
Deputy Reeve James Campbell
Councillor Ray Hallahan
Councillor Yolanda Ritsema-Teeninga
Councillor Trevor Seip
Councillor Brock Vodden
Councillor Bill Knott

STAFF PRESENT: Sharon Chambers, CAO
Kathy Adams, Director of Corporate Services / Clerk
Donna White, Director of Finance
David Sparling, Director of Fire and Emergency Services
Jeff Molenhuis, Director of Public Works
Kirk Livingston, CBO/Property Standards/Zoning
Richard Al, Manager of Employee and Business Services

1. Call to Order

Reeve Vincent called the meeting to order at 7:02 pm.

2. Confirmation of Agenda

M148/17

MOVED BY: T. Seip

SECONDED BY: J. Campbell

THAT the Council of the Township of North Huron hereby accepts the Agenda for the March 27, 2017 Budget Meeting; as amended to include individualized budget items 6.2.1 to 6.2.21.

CARRIED

3. Disclosure of Pecuniary Interest

None disclosed.

4. Reports

Reports from Previous Meeting

4.1 2016 Fire Department Reconciliation

Donna White, Director of Finance, suggested that Council consider the 2016 Fire Department Reconciliation report and associated resolution after receiving the budget presentation from the Director of Fire and Emergency Services.

4.2 2016 Reserve/Reserve Fund Listing

M149/17

MOVED BY: T. Seip

SECONDED BY: B. Vodden

THAT the Council of the Township of North Huron hereby adopts the 2016 Working Reserve and Reserve Fund Listing as presented by the Director of Finance.

CARRIED

New Reports

4.3 2016 Tax Supplemental, Write Off Report

M150/17

MOVED BY: T. Seip

SECONDED BY: R. Hallahan

THAT the Council of the Township of North Huron hereby adopts the 2016 Property Tax Supplemental and Write-off Report as presented by the Director of Finance.

CARRIED

4.4 2017 Assessment Update

M151/17

MOVED BY: J. Campbell

SECONDED BY: Y. Ritsema-Teeninga

THAT the Council of the Township of North Huron hereby receives the 2017 Assessment Update Report for information purposes.

CARRIED

4.5 OCIF Formula Funding Component Endorsement and Pre-Budget Approval

Donna White, Director of Finance, suggested that Council consider the OCIF Formula Funding Component Endorsement and Pre-Budget Approval report and associated resolution after receiving the budget presentation from the Director of Public Works.

4.6 Cross Border Servicing Request - Follow-up Report**M152/17**

MOVED BY: B. Knott

SECONDED BY: Y. Ritsema-Teeninga

THAT the Council of the Township of North Huron hereby approve the proposed revisions to the Existing Cross Border Servicing Agreement with the Municipality of Morris-Turnberry;

AND FURTHER THAT the Chief Administrative Officer be instructed to send an amended Agreement to Morris Turnberry, with the additional provisions as outlined in the CAO's March 27th Report.

CARRIED

4.7 Rural Economic Development Fund Application**M153/17**

MOVED BY: T. Seip

SECONDED BY: B. Vodden

THAT the Council of the Township of North Huron hereby authorizes that an application be submitted under the OMAFRA Rural Economic Development Program for a Hotel/Accommodation feasibility study for the Community of Blyth contingent upon a formal agreement with Cowbell Inc. for a commitment towards the cost of the study, should the grant application be successful.

CARRIED

5. Action Items from Previous Meeting

Donna White, Director of Finance, reviewed the action items arising from the previous Budget Meeting held March 13, 2017.

5.1 Child Care Services Budget

- Revised to reflect redistribution of 2017 Wage Enhancement
- Revised to reflect breakdown for parent revenue and fee subsidy
- Revised to reflect revenue calculations as directed by Council at previous meeting

5.2 Fire Marque Revenue Statement – 2015 vs 2016

5.3 2016 Knights of Columbus Statement

5.4 Airport Budget

- Revised to show breakdown of farmland rent separate

5.5 Clarification on Donations – two new requests

5.5.1 Dutch Canadians Remember as One

5.5.2 Huron County Farm and Home Safety Association

Donna White, Director of Finance, requested that discussions regarding donations be deferred to the next Budget Meeting scheduled for April 10, 2017 due to time constraints.

6. 2017 Draft Budget

6.1 Public Works Business Plan

Jeff Molenhuis, Director of Public Works, presented the Public Works Business Plan.

6.2 Budgets to be presented

6.2.1 Roads

6.2.2 Street Lighting

6.2.3 Water

6.2.4 Sewer

6.2.5 Waste

6.2.6 Cemetery

6.2.7 Drainage

Jeff Molenhuis, Director of Public Works, presented the Roads, Street lighting, Water, Sewer, Cemetery, and Drainage budgets.

M154/17**MOVED BY:** R. Hallahan**SECONDED BY:** T. Seip

THAT the Council of the Township of North Huron hereby receive the report of the Director of Public Works and CAO regarding OCIF Formula Funding Application Endorsement and Pre-Budget Approvals for information; AND FURTHER THAT the Council of the Township of North Huron hereby endorse the Surface Treatment capital project; Public Works Facility Condition Assessment and Space Needs; and the Financial Analyst position for funding under the Ontario Community Infrastructure Fund (OCIF) – Formula Component Project; AND FURTHER THAT the Council of the Township of North Huron hereby grant pre-budget approval for the surface treatment capital project and the Westmoreland reconstruction capital project to initiate the procurement process.

CARRIED

6.2.8 Fire

6.2.9 ESTC

6.2.10 FPO & NH Only

6.2.11 Emergency Planning

David Sparling, Director of Fire and Emergency Services, presented the Fire, ESTC, FPO (NH Only), and Emergency Planning budgets.

M155/17**MOVED BY:** T. Seip**SECONDED BY:** J. Campbell

THAT the Council of the Township of North Huron hereby adopts the 2016 Fire Department Reconciliation as presented by the Director of Finance; AND FURTHER THAT the Reconciliation be forwarded to the partners that have entered into a Municipal Fire Protection Agreement.

CARRIED

6.2.12 Building

6.2.13 Property Standards

6.2.14 Animal Control

Kirk Livingston, Chief Building Official, presented the Building, Property Standards, and Animal Control budgets.

Donna White, Director of Finance, requested that the review of the remaining budget items be deferred to the next Budget Meeting to be held April 10, 2017, due to time constraints.

6.2.15 Maitland Valley Conservation Authority

6.2.16 Council

6.2.17 Administration

6.2.18 General Government

6.2.19 Planning & Development

6.2.20 2017 Borrowing Costs

6.2.21 2017 Capital Summary

7. Council Direction and Priorities

- 1% increase generates \$47,209.78
- Year 2 Hospital Donation of \$50,000 = 1.06% increase
- Current spending increase is currently at 14.04% or \$663,058.00
- Revisions required to meet Council approval % target

Donna White, Director of Finance, requested feedback from Council regarding priorities and direction.

Reeve Vincent commented that Council has received a number of additional and increased donation requests and noted that Council must review the donation request list to decide which donations to authorize.

Councillor Knott noted that the donation request from the Firefighters Association has increased significantly and is one that requires discussion.

Councillor Seip commented that in the past some budgeted capital items/projects have gone uncompleted in the year which they were budgeted, therefore requiring the funds to be transferred to reserves and completed in a subsequent year. Councillor Seip requested that Department Heads evaluate and prioritize capital items/projects while taking into account workload, to ensure that items/projects can be completed in 2017 and not deferred to a subsequent year.

Discussion regarding acceptable tax increases took place.

Councillor Seip commented that communication is essential to educate the public regarding details of what a particular increase equates to in terms of their tax bill.

Deputy Reeve Campbell inquired as to whether there are any grant applications in the queue and noted that it is difficult to direct Department Heads on which items to cut.

Councillor Vodden noted that deferring capital items does not negate the necessity for those items but only delays them.

Jeff Molenhuis, Director of Public Works, commented that he anticipates having a waste management contract renewal report available for Council to review in April.

8. Next Meeting

Monday April 10, 2017 and Monday April 24, 2017 at 7:00 pm

Monday May 1, 2017 - Proposed date of Adoption - Presentation prior to Regular Council Meeting

9. Confirmatory By-Law

- 9.1 By-law No. 27-2017; being a By-law of the Township of North Huron to confirm generally previous actions of the Council of the Township of North Huron.

M156/17

MOVED BY: T. Seip

SECONDED BY: B. Vodden

THAT By-law No. 27-2017; being a by-law o confirm general previous actions of the Council of the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.

CARRIED

10. Adjournment

M157/17

MOVED BY: T. Seip

SECONDED BY: Y. Ritsema-Teeninga

THAT there being no further business before the Township of North Huron Council, the Budget Meeting be hereby Adjourned at 9:58 p.m.

CARRIED

Neil Vincent, Reeve

Kathy Adams, Clerk