

MINUTES OF THE TOWNSHIP OF NORTH HURON
BUDGET MEETING



Date: Monday, April 24, 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 Trevor Seip
Councillor Brock Vodden
Councillor Bill Knott

MEMBERS ABSENT: Councillor Yolanda Ritsema-Teeninga

STAFF PRESENT: Sharon Chambers, CAO
Kathy Adams, Director of Corporate Services / Clerk
Donna White, Director of Finance
Pat Newson, Director of Recreation and Facilities
Ryan Ladner, Director of Fire and Emergency Services
Richard Al, Manager of Employee and Business Services

OTHERS PRESENT: Adam Bell, CKNX
Anne Inglis

1. Call to Order

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

2. Confirmation of Agenda

M204/17

MOVED BY: J. Campbell

SECONDED BY: R. Hallahan

THAT the Council of the Township of North Huron hereby accepts the Agenda for the April 24, 2017 Budget Meeting; as presented.

CARRIED

3. Disclosure of Pecuniary Interest

None disclosed.

4. Bills and Accounts

A special accounts payable run is required due to a larger than normal volume of payments and early date of the second Council Meeting of the month.

M205/17

MOVED BY: B. Vodden

SECONDED BY: J. Campbell

THAT the Council of the Township of North Huron hereby receive the April 21, 2017 Bills and Accounts listing for information purposes.

CARRIED

5. Action Items from Previous Meeting

Donna White, Director of Finance, noted that the current 2017 Draft Budget in its current state equates to a 3.91% increase and noted that there is little room for contingency.

5.1 Council Honorarium

- 2014 Cost \$70,328.98
- 2015 Cost \$74,519.00
- 2016 Cost \$72,619.00 - includes \$4,120.00 for Shared Services meetings

Donna White, Director of Finance, noted that Council Honorarium costs from 2014 and 2015 were higher than 2016 and recommended that the 2017 Honorarium be set to \$75,000.

Discussion took place regarding the 2017 Members of Council Budget and items composing the Council Contingency line item.

Council directed that the Council Honorarium line item be reduced to \$72,000 and the Council Contingency line item be increased to \$6,000.

5.2 Human Resources Policy Review - Clothing Allowance

In 2016 35 employees were eligible for the \$130.00 clothing allowance for a total of \$4,550.00 with \$2,045.71 being paid out. These amounts are not paid out until December.

Recommend leaving amount in 2017 Draft Budget until the Health and Safety review is complete and Human Resources Policy is amended and a report is brought back to Council.

Donna White, Director of Finance, presented details of the Clothing Allowance budget item and recommended maintaining the Clothing Allowance item until the Human Resources policy review is complete and a report is presented to Council.

M206/17

MOVED BY: T. Seip

SECONDED BY: R. Hallahan

THAT the Council of the Township of North Huron hereby direct the Director of Finance to maintain the \$4,550.00 budget amount for the Clothing Allowance in the 2017 Draft Budget until the Health and Safety review is complete and Human Resources Policy is amended and a report is brought back to Council.

CARRIED

5.3 Community Partnership Donation Listing

Donna White, Director of Finance, reviewed two defeated motions from the previous Budget meeting relating to the Community Partnership Donation listing.

Discussion took place regarding the donation request listing.

M207/17**MOVED BY:** B. Knott**SECONDED BY:** J. Campbell

THAT the Council of the Township of North Huron hereby agree that the following donations be included in the 2017 Budget for a total of \$53,335.00;

- *Elementary School Fair \$300*
- *Huron County Plowmen's Association \$125*
- *United Way \$500*
- *North Huron Firefighters Association \$500*
- *Dutch Canadians \$760*
- *Wingham Horticultural Society \$1,150*
- *Wingham and District Hospital \$50,000*

CARRIED

The budget was reduced from \$62,800.00 to \$53,335.00.

5.3.1 Letter from Wingham and District Horticultural Society**M208/17****MOVED BY:** J. Campbell**SECONDED BY:** B. Knott

THAT the Council of the Township of North Huron hereby directs the Clerk to prepare a letter of thanks to be sent to the Wingham Horticultural Society for their dedicated work on flora throughout Wingham.

CARRIED**6. 2017 Draft Budget****6.1 Budget changes since previous meeting**

- Airport GPS flight check to be completed in 2017, cost of \$6,700 offset by a transfer from reserves and therefore no effect on the budget.
- Complex Building
 - Budget included \$140,000 for repairs offset by \$97,255.00 transfer from reserves leaving new dollars raised from taxation in the amount of \$42,745.00
 - Budget amended to reduce expense to \$97,255.00 offset by transfer from reserves reducing budget and fully offset by reserves.
 - Pat Newson, Director of Recreation and Facilities to provide an update.
- Planning and Development Budget - includes addition of \$15,000 of revenue recovered from developers.

Donna White, Director of Finance, reported that staff have made various changes to the budget since the previous meeting held April 10, 2017, noting the Airport GPS flight check to be completed in 2017 at a cost of \$6,700 offset by a transfer from reserves and therefore no effect on the budget.

Pat Newson, Director of Recreation and Facilities, presented information on why the budget was reduced for capital repairs at the Complex. Water leaks in the Fitness Centre are a result of humidity control problems and lack of negative pressure in the aquatic centre. Work on humidity and exhaust controls will be solved in 2017, and then the leaks in the Fitness Centre will be re-assessed over the 2017/2018 winter. Any required insulation repairs in the Fitness Centre will be performed in 2018.

Donna White, Director of Finance, noted that the changes related to the North Huron Westcast Community Complex building have reduced the budget by \$42,745.00.

Donna White, Director of Finance, noted that \$15,000 of additional revenue has been added to the budget to be recovered from developers.

Donna White, Director of Finance, noted that after calculating the discussed changes the 2017 Draft Budget now equates to 3.61% increase.

Donna White, Director of Finance, provided examples for properties in Blyth, Wingham and East Wawanosh to illustrate what a 3.61% tax increase would equate to in terms of additional costs to the owner.

M209/17

MOVED BY: J. Campbell

SECONDED BY: T. Seip

THAT the Council of the Township of North Huron hereby accept, in principle, the 2017 Draft Budget as amended.

CARRIED

7. Reports

7.1 2016 Year to Date Report

Donna White, Director of Finance, presented details of the 2016 Year to Date Report noting that in most cases increased expenses have been offset by increased revenue.

Reeve Vincent thanked staff for their work throughout the budget process to achieve a palatable increase.

Discussion took place regarding the formatting and layout of the Year to Date Report.

M210/17

MOVED BY: T. Seip

SECONDED BY: R. Hallahan

THAT the Council of the Township of North Huron hereby receives the 2016 Year to Date Report of the Director of Finance for information purposes.

CARRIED

8. Next Meeting

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

9. Confirmatory By-law

- 9.1 By-law No. 35-2017; being a By-law of the Township of North Huron to confirm generally previous actions of the Council of the Township of North Huron.

M211/17

MOVED BY: T. Seip

SECONDED BY: B. Vodden

THAT By-law No. 35-2017; being a by-law to 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

M212/17

MOVED BY: B. Vodden

SECONDED BY: B. Knott

THAT there being no further business before the Township of North Huron Council, the Budget Meeting be hereby Adjourned at 8:27 p.m.

CARRIED

Neil Vincent, Reeve

Kathy Adams, Clerk