

MINUTES OF A SPECIAL BUDGET MEETING OF COUNCIL of the Township of North Frontenac, held Monday, February 28, 2008, at the Upstairs Multi-purpose Room above the Fire Hall, Plevna, ON.

PRESENT: Mayor Ron Maguire; Councillor Wayne Good and Councillor Fred Perry – Ward 1; Councillor Lonnie Watkins and Councillor Wayne Cole – Ward 2 and Deputy Mayor Jim Beam and Councillor Bob Olmstead – Ward 3.

ALSO PRESENT: Cheryl Robson, CAO/Treasurer; Brenda Defosse, Clerk/Planning Coordinator; John Ibey, Public Works Manager; Angela Millar, Deputy Treasurer / Tax Collector; Steve Riddell, Director of Emergency Services/Fire Chief, David Young, Chief Building Official (CBO) and Corey Klatt, Recreation/Economic Development Program Coordinator.

The Mayor called the Meeting to order and asked for Disclosures of Pecuniary Interest and none were declared.

1. MAYOR'S OPENING REMARKS

Maguire explained that today's meeting is for Council to consider the recommendations submitted in the Community Facilities Needs Analysis Task Force Report and possible inclusion(s) in the draft 2008 and 2009 budget. He then turned the Meeting over to Deputy Mayor Beam as the Chairman of the Task Force for presentation of the Report.

Review of Community Facilities Task Force Report 2008

Beam stated he appreciates the work completed by the Task Force Representatives. Beam confirmed Council had been circulated with a copy of the Community Facilities Needs Analysis Task Force Report prior to the meeting and proceeded to review same. He explained they are recommending one standardized Rental Agreement for all hall users. They know that the halls will never pay for themselves but are vital for the communities. He confirmed the need to reinstitute the Clar/Mill and Barrie Community Centre Committees and the Task Force's preference is to not include the word "Recreation" in such Committee name(s). The cost to run the halls should be posted in each hall. All income would come to the Township on a monthly basis for the REDPC to balance to the rental actual booked. Also, the Task Force's recommendation is to continue with and/or renew contracts and not tender for the hall Caretakers.

Maguire stated his Task Force report expectations were different and have been evolving for the past few months and he expected something more (referring to the Terms of Reference), including the needs of the Community should be identified, long and short term needs study and needs of repair and whether we need 3 or 2 or 1 or 4 Community Halls; the number of Libraries we might have; current state all the buildings are in; and especially the accommodation needs for Administration and Council.

The Report cites the maintenance work needed at each hall and public facilities of a Recreation nature that need shoring-up and the Task Force recommendations to carry out such work however the long term picture is not included and I have been telling people at Council and at the County that the Task Force is looking at a long term plan.

Ompah Library cannot wait five years for space to become available upon the Fire Hall moving, if this is Council's decision.

Maguire asked to hear from the members of Council who were not members of the Committee.

Olmstead recognized a lot of time went into the Report. He did not agree with the proposed Rental Fees, citing the fees are too much for rental of the Snow Road Hall given the size of the Hall and Kitchen space. He felt the fee would be more fairly priced on a square foot basis. He felt it would be unfair for a Committee member to have to bring rental monies to the Municipal Office on a monthly basis given the Hall may not be rented or perhaps only rented once a month. The Snow Road Hall is presently operating okay.

Good stated up until now, the Harlowe Hall Community Volunteer's Group has paid for everything themselves, even the Air Conditioning, and the recommendations will be welcomed by the Harlowe Hall Community Volunteer Group.

Before too much money is spent on both the Clar/Mill Hall and the Ompah Hall, Council needs to decide what we are doing with these buildings, long term. Perhaps we should have one hall instead of two. There is extensive work to be done over the next few years for both halls. Is there a need for the Plevna and Ompah libraries and could they be combined. We do not know the attendance numbers at each of these locations. **Beam** confirmed that the Ompah Library has a higher number of users than the Plevna Library, per the Librarian.

Good stated that he supports the no roof option at the Plevna Rink. Perhaps a better option regarding the window repairs and caulking of same at the Palmerston Garage site would be to cost out the replacement of the windows with an energy efficient kind. With respect to either repainting the exterior of the Snow Road Hall or siding same, painting will need to be carried out every few years but in the long term siding installation would save the costs involved with painting and add to the value of the building. **Olmstead** mentioned that the Snow Road Hall should have extra insulation added before the siding.

Good stated with respect to the WESA Report for the Clar/Mill Hall there are major repairs and thus costs to carrying out the required work will be expensive and we are still not sure if the Plevna Library will reopen. However, the basement clean-up requirements and shoring-up should be carried out as soon as possible. There is a lot to be looked at before decisions are made.

Watkins stated it was a good needs report, agreeing the Clar/Mill Hall needs a lot of work as set out by the WESA Report, but given it's location, in an established area, felt the work should be carried out and did not know where the community would be without the Hall. Watkins also felt that volunteers should be able to do part of the work, but was told that they could not do this, due to the mould it had to be completed by a qualified Contractor. The REDPC will contact WESA and/or Service Master to clarify this before the next budget meeting. **Cole** advised he will be having a contractor to his home re: spraying (foam insulation) and he will have this person contact the REDPC as well for information purposes with respect to the work required in the basement of the Clar/Mill Hall.

Cole did not have any additional comments, other than he had to support the Chairman of the Task Force and the Task Force as a whole.

Perry confirmed the Community Halls are the life line of our residents. It makes sense, economically to have one hall between Clar/Mill and Ompah. If we keep all halls and libraries, taxpayers need to understand they need to pay for them. He recommended in the short term the bare minimum be spent on the Clar/Mill Hall to include the work to be done to reopen the Plevna Library, for the building to be safe and accessible for now. We do not have to put large capital dollars in the Halls at this time, as the bigger picture is coming and there are possible opportunities, but I do not wish to discuss same at this time.

Maguire stated by January 2009 every municipality must have the Public Sector Accounting Board (PSAB) process well underway, an accounting for every municipal asset and identified improvements, long term and short term.

Paul Charbonneau, Director of Emergency and Transportation Services, County of Frontenac, is to provide another letter with respect to the much anticipated Ambulance Report for the whole County. This report is behind and the reason provided was they are looking at the south half of the County first. **Cole** added he understood ambulance services had been discontinued in Northbrook. The **CAO** acknowledged that per Mr. Charbonneau, it is her understanding that the County of Lennox and Addington and the County of Frontenac are both completing a Report which includes cross-border coverage, personnel and their unions, but no actual decisions have been made yet.

Maguire called on the CAO for her comments on the Task Force Report and PSAB requirements.

The **CAO** stated that the Task Force Report has a lot of answers for maintenance but it does not have costs for the maintenance items which are needed for inclusion in the 2008 budget. She also expected more long term recommendations to assist with the Township's Long Term Plan and compliance with Provincial legislation. Municipalities must identify all their assets and prove to be a sustainable community. Meaning the need for a Financial Plan that identifies the life expectancy of all assets; what assets will be kept or disposed of; be able to repair and/or replace municipal assets, and ensure that all health and safety requirements are met at all times, including new legislation re accessibility. PSAB applies to vehicles with the need for a fleet plan, for Public Works, Fire etc., and the Municipal buildings will need to be valued separately from the land they sit on, per legislation. Council needs a plan to meet Provincial legislation.

Cole added he understood it was not the Task Force's mandate to come up with dollar estimates for their recommendations.

Beam added the municipality has to spend money to get estimates for the required maintenance work. The Task Force outlined what they considered needs to be done.

The **CAO** confirmed that Council's Vision needs to be incorporated in the plan, giving direction so we can move forward.

Beam stated the Task Force members were upfront confirming the communities; villages/hamlets need to have Community Hall facilities as they are a part of each Community. The Task Force did talk about a new facility for the Administration Office and Council Chambers and there was a strong feeling by members of the Task Force that this was not something they wanted to consider. They would rather look at adding to the existing facility than a new facility.

When looking at including a Council Chambers and the administration office in a new "Township Facility", it was understood it would entail huge dollars, and the possible use of the Clar/Mill school came up. The Board of Education has indicated their proposed closure of this school and regardless of the community outcry it is just a matter of time before it is closed. This facility would then be offered to the community, per law. The school already has a large gym, kitchen, office space, etc.

When it comes to library numbers, removing the Fire Hall from the Ompah facility would offer a huge space that could become a central library, still maintaining the library facility in Cloyne. The Task Force was not looking at 5 years, but 3 years maximum before the Ompah library was changed.

Maguire stated Board of Education Trustee, Ann Goodfellow has advised there will be no school closures without public consultation. The Plevna school closure is not written in stone and there is community support to keep it open. Sharing of the school space perhaps for some of our specific functions would be ideal.

Waiting 3 years to making changes to the Ompah Library is too long to wait. This issue needs to be addressed soon as the space is too confined and there are no washroom facilities.

In the end Council may have to look at replacement of a similar size building(s) for the hall(s) and/or administration; or sell same and go with one, two less facilities. If Council is not looking at closing any facilities due to traditional needs, etc the community needs to know the dollars it will take to repair/replace these buildings, or perhaps we may have to sell some buildings. Maguire suggested a Public Meeting be held to discuss the future and the cost.

Cole stated one community centre would be a hard statement for Council to make.

The **CAO** suggested Council mail out a questionnaire to all ratepayers explaining what Council is facing, along with estimated costs and to determine what the public wants, with a Task Force reviewing the returns. This would mean only doing minimum repairs this year, while the municipality fine tunes our long term plan.

Beam added the seasonal population is three people for every permanent person and they both have different views with respect to the need for Community Hall(s).

Perry added the permanent population needs to step up to the plate and take some responsibility for these halls, as they are the people that drive the halls and should be involved. If the local people are not willing to come forward and help support the halls they use, Council should consider closing that hall. The Barrie Hall has basically sustained

itself and now has no Community Committee. In the past monies spent on the Barrie Hall have come from the Ward 1 Park Reserve Fund accumulated prior to and since amalgamation whereas Ward 2 have no such funds left to assist them so the taxpayers are paying for same. The Harlowe Hall Committee purchased their own air-conditioning system and until recently has always paid the Hall maintenance expenses, and still continue to pay for snow removal, hydro, etc. Some former municipalities took care of their assets and others did not. It is not fair that North Frontenac should now pick up and pay for what other areas neglected to do.

Good added he would like to see all halls remain open but the Township cannot continue to spend good money after bad on these deficient buildings. A qualified contractor, for liability reasons, should be hired to oversee the work at Clar/Mill Hall for the next year to undertake the minor, immediate repairs per the WESA Report. By doing only the minor repairs at the other halls would give Council time to look at the long-term.

The Harlowe School closed quickly even though the community did not want this to happen. The Plevna School, even if it closes in the future, is an old building as well and Council would have to look at the maintenance and repairs costs in detail before considering using it as a future public building.

Perry added in the meantime, we will have time to see if the community comes forward to take care of the halls.

The **CAO** asked how Council wished to proceed with getting this out to the Public. **Beam** stated one way would be through the tax bill mail out. The **CAO** confirmed there could be a separate mail out, (due to the timing – tax bills are being mailed next week) asking before going to the Public, does Council want to know what we are looking at dollar wise?

Maguire confirmed the cost implications must be known first and those who use the halls must take ownership. In the meantime, once costs are known, Council need to determine, through the responses to a mail out, our plan of action. He explained that so far, cost estimates have been done for Clar/Mill and Ompah halls, for their present uses. Based on this report perhaps we need to seek more information on these facilities (Community Halls, Administration building, etc) as they could be used for other purposes as well. Maguire stated he would support issuing an RFP to get qualified people in to do this.

It was the consensus of **Council** that for 2008 we have to put money into these buildings to ensure all health and safety issues are dealt with immediately. The estimated costs are required prior to the finished budget.

The **CAO** suggested that perhaps the REDPC and CBO could obtain quotes for such repairs recommended by the Task Force, by referring to the Vendor of Record List. An advertisement could then be placed in the local newspaper for a site meeting with the CBO. The CBO is going on two weeks vacation and this is too large of a commitment to ask of the Deputy CBO.

Cole indicated he had spoke with two contractors yesterday who are both home with no work. Also, Cole mentioned that a letter could be sent to all ratepayers showing the

estimated cost of maintaining all public used buildings and to bring all halls up to standards, including the increase in the property taxes.

Good asked if the tender would be an option to quote on each hall individually or on all halls as a package.

It was the consensus of **Council** that the tender/quote should allow for quoting on each hall, individually, thus giving the opportunity for all area contractors to pick up work close to home; and that due to the short time frame that the REDPC and CBO provide estimates only to the CAO/Treasurer for the urgent repairs to be included in the 2008 budget. The actual tender process and site meeting with the Contractors will have to be completed by the REDPC and the CBO this spring.

Watkins asked if an Engineer should come in to inspect the other buildings as was done for Clar/Mill and Ompah. **Maguire** stated an Engineer should assess the life cycle of all the buildings as mentioned earlier today. The **CAO** mentioned that our Insurance Company is meeting with the REDPC next week to inspect and provide us with an estimated value for all municipal buildings. The CAO will contact our Auditor KPMG to discuss the status of the Long Term Capital Plan that has not been completed yet, while the township is working on PSAB inventories; and to find out an estimate for the completion of this Plan this fall, including life cycles of buildings/vehicles; future needs/use; replacement years; assist with a public questionnaire/mail-out; etc. This estimate will be included in the next 2008 draft budget.

Council, the CAO and Department Heads reviewed the CAO's e-mail concerns and questions with respect to the Task Force draft report/recommendations as follows:

ADMINISTRATION

The present Administration Office and lack of Council Chambers was discussed by **Council** who were in agreement that municipal staff are very crowded; lack of public/accessible washrooms, lighting, flooring, rodent control problem, etc., continues and acknowledged the Architects report for an addition and renovation.

The **CAO** added the Accessibility Legislation is a big issue as every municipality must meet the Ministry's mandate by 2010 or they will be fined. This would entail making the front entrance wheelchair accessible as well as the reception area and washrooms.

Perry added we should be looking for local contractors to give us prices, two contractors per hall, if possible. We will need a replacement date for each municipal building and repair costs which will be relayed to the Public for their input. These cost estimates will help us in preparing this year's budget. In the short term we look at building safety and make the public aware of what we are up against and include estimated repair costs, 5 years, 10 years and replacement.

Maguire explained that a design analysis could be drafted by our Building Department. The **CAO** explained the assessment was done in the architect's report, which the Task Force received a copy of. **Maguire** stated that we now need to determine what the renovated building would cost as opposed to a new building/complex. The **CBO** added for a cost estimate we could project within reason what it might cost over two years.

REDPC asked if it would be possible if Council decides to send out a questionnaire to the public to include the estimated costs of maintaining or bringing facilities up to standard, including if we go ahead it will amount to approximately "X" dollars to do this; be upfront. **Council** agreed with this suggestion as the public need to understand what we are up against.

Council questioned putting in a similar water system as the Community Halls, to service the new Fire Hall and the Administration Office/Public Works/Building Departments building with potable water. The REDPC's advice from one contractor was the water is not treatable as the count is too high. Another contractor feels there is a system worth \$14,000 that would work. The maintenance costs of such a system are not known. The alternative is to continue to bring in bottled water and keep the signs up warning against the tap water. It was the consensus of Council to include the \$14,000 for this water system in the 2008 budget.

Also, the CAO/Treasurer was instructed to include \$50,000 in the 2008/9 draft budgets towards a new Reserve Fund for a new Municipal Complex or renovations to the existing multi-use Administration building.

Lunch Room(s)

Riddell was instructed to find out if it is mandatory to provide lunch rooms for all employees.

Municipal Office Fire Proof Storage

It was the consensus of Council that if possible the fire proof vault door from the former vault in the Palmerston Municipal Office be removed and affixed to the present office vault, and any other minor repairs to the vault only completed for this year. The new flooring for the administration office area and other renovations were put on hold, pending a Long Term Plan.

Furniture for Meeting Room above Fire Hall

The CAO advised of a donation made to the Township, from Preston Perry, Allstate Insurance, of miscellaneous office furniture and delivery of same in 2-3 months, valued at approximately \$25,000 and a plaque will have to be posted in the municipal office, and perhaps an acknowledgement/thank you in the newspaper. The CAO suggested we wait to make any new furniture purchases for the meeting room(s), until the donation is received, to see exactly what there is.

Air Conditioning and Chair Lift for Meeting Room above Fire Hall aka CEMC

Maguire asked each member of Council what they felt about continuing to rotate the Council Meeting locations, as is presently the case. None of the Council members had a problem with the rotation. Deputy Mayor Beam agreed until a Chambers and possible multi-use complex has been determined. Councillor Good felt rotation was good as it provided visibility and community people across the township had an opportunity to come out. The Clerk was instructed to schedule the Council meetings July to December 2008 on a continuing rotating basis. It was the consensus of Council that the air conditioning and chair lift expense, for the upstairs Multi-purpose room above the Plevna fire hall, be included in the 2008 Protection budget (whether the JEPP Grant is approved or not) as this is the township's Emergency Operation Centre (EOC).

SUNDRY ITEM - Sporting Event

It was the consensus of Council that they support the idea for a Sporting Event in principle only and the CAO/Treasurer should show an estimated cost of \$5,000 in the draft 2009 budget. It is somewhat late to get in for a 2008 event, but if the REDPC and the County Economic Development Officer work with Jeff Langford, Frontier Adventure Sports & Training Inc., as recommended by Council, an event may be held in North Frontenac in 2009 if a responsible agreement can be reached between all parties involved.

FIRE AND PROTECTION:

Kaladar-Barrie Joint Fire Board – North Frontenac’s Joint Board members (Perry, Olmstead and Good) are to meet with the fire fighters to look at the proposed expansion of the Barrie Fire Hall, for a training room and storage area during Monday evening’s Fire Training Session. Also, a Joint Fire Board Meeting is to be scheduled for next week to fine tune the Joint Board Budget and the Chair shall get back to the CAO/Treasurer immediately following this meeting with respect to the dollars to be included in the 2008 draft budget for Council’s consideration. (i.e. Actual dollars for the 2008 budget for the Operating costs split 50/50 with Addington Highlands Township and 100% costs for North Frontenac’s Building (Barrie Fire Hall) Asset – paving and proposed renovations/addition.)

Ompah Fire Hall – Improvements to the Ompah Fire Hall - \$5,000 shall remain in the draft 2008 budget for the minimum improvement requirements only.

Fire Pumper and 2007 \$50,000 Ward Three Fire Reserve Fund - Beam recommended the North Frontenac Multi-use Pumper estimate be left in as this unit would eliminate the space problem in the Ompah Fire Hall on an interim basis; as well, the \$50,000 put into a Ward 3 Fire Reserve Fund last year towards a new Ompah Fire Hall in the future remain there, with an additional \$50,000 in the 2008 budget for this purpose.

Perry recommended leaving the estimate for the Pumper in, on the condition it could be used for a fire hall or possible land purchase. He suggested the Pumper purchase be put on a five year plan – long term lease. The Fire Chief confirmed the existing truck is a 1981 and have had continuous issues with the tank and the truck is not worth much but it would be put up for sale. The replacement vehicle shall be a front line “Class A” pumper and there are limited financing options available. (i.e. only one supplier has responded that they have one available - between \$180,000 - \$200,000). It was the consensus of Council that the Fire Chief obtain information about a possible lease immediately, to see if the estimate for the proposed new Pumper could be reduced in the 2008 budget by making it a five year lease.

WASTE MANAGEMENT

Good advised at the ROMA/OGRA 2008 Conference he was advised other municipalities have a pail at each waste site in which they collect “small batteries” at no cost. These will be collected as Household Hazardous Waste once the depots are set up but the pails could be put in place now for disposal in the HHW Depot once it opens. The PWM will have this taken care of now.

E – Waste Day Proposal

The Clerk recommended Council consider an E-Waste Collection Day or an E-Waste on going program. Municipalities around us have either held such a day or plan to this year (i.e. Central Frontenac). South Frontenac has set up an on-going E-Waste Program paid for through an extra charge on all tax bills of \$5.00 and Stone Mills set up an E-Waste Day and paid for same through an extra charge on all tax bills of \$4.00. Last fall Perth set up an E-Waste Collection Day and was totally bombarded with the amount of E-Waste received, which could happen in North Frontenac also.

The Clerk's Department has received pricing from two different companies, KIMCO from Kingston and ARTEX from Toronto. However, each operates somewhat differently. They are hard to compare as each offers different options, and the comparison is really when it comes to the bottom line. The on-going program as set up in South Frontenac is not financially feasible for North Frontenac (approximately \$30,000/year).

Another option for payment is that each person attending with their waste pays so much per either item or trailer/truck/car load. Paying this way may deter people from taking same to the waste site, however, if they knew up front (via newspaper/site advertising of the "day") that normally to drop off a television it would cost \$5.00 but to bring a car/truck/trailer of items it cost you \$5.00 on your tax bill, it would seem practical and bring the people out.

Examples:

4700 tax bills X \$5 = \$23,500

4700 tax bills X \$4 = \$18,800

4700 tax bills X \$3 = \$14,100

Kimco – 1 day event approximately \$7,000.00 / 15,000 lbs. = 1 roll off (only an estimate as never carried out in North Frontenac before, however next year we would have data from 2008 to judge same)

Artex – 1 day event approximately \$10,000 (inc. extras-staff) / 25,000 lbs. = 2 roll offs

Maguire asked if we could partner with one of our northern neighbours. The Clerk advised some time ago Addington Highlands had indicated they were going to set up a service with Renfrew County, and she had not yet contacted any of the others. She had discussed such a day with Central Frontenac as there may have been possible FCM Funding; however neither municipality met the "waste management study" criteria.

Inclusion of vacant land taxpayers was questioned. The Clerk felt all taxpayers should be charged this fee as the more involved the less everyone has to pay and some of the vacant land is not actually vacant, as people with trailers placed are still shown as vacant land but use all the services.

It was the consensus of Council to include an extra \$4.00 charge be added to each 2008 Property Roll Number as an "Additional Charge" on the tax bill for such an E-waste day.

COMMUNITY HALLS

It was the consensus of Council that they agree in principle with the Task Force recommendations with respect to the new Rental Agreement for all person/groups to enter into before using any public used facility; all rents coming to the Township on a monthly basis (with the fundraising/donation monies being retained by the Community Centre Committee for improvements to the facility – once the improvement has been approved by Council); removal of the old Community Hall signs, with the new lit signs remaining; and all other hall expenditures being paid by the Township. Also, draft contracts will be completed and/or amended by the REDPC in consultation with the two caretakers to take care of the Barrie, Clar/Mill and Ompah halls, for Council's consideration and approval. Therefore the Task Force recommendations effective date is unknown at this time.

It was noted the REDPC will probably have to pay a contractor extra money to get the actual Humidex installed at the Clar/Mill hall now.

RECREATION

It was the consensus of Council that short-term tasks covering health and safety issues shall be carried out, to include rental of a privy to be installed at the Cloyne Ball Diamond and also installation of garbage cans to make this area a Road Side Pull Off.

The CAO/Treasurer was instructed to only show the normal annual maintenance cost for the Tappins Bay dock in the 2008/9 budget. The REDPC will complete the regular annual inspection in the spring and provide Council with an update via an Administrative Report.

MNR PARKS – CROWN LAND STEWARDSHIP PROGRAM

Changes to the previous draft budget will include the program discarding both ½ ton trucks due to high repair cost and continuous breakdowns. (i.e. one new one per the proposed vehicle financing plan and transferring the PWM old ½ ton truck for the Roads Department to this program).

The REDPC advised he may be able to get an adult assistant at 100% dollars (i.e. Assistant Field Supervisor to assist with program enhancements – this needs to be advertised immediately). This individual must have been on Employee Assistance in the past 3 years and not presently working. He also advised he can apply for two aboriginal students for 100% dollars that could assist with patron's compliance with the Crown Land Stewardship Program. These students could live in the municipality; however members of the Ardoch Algonquin band, who are not recognized, are not eligible.

The Ministry of Natural Resources (MNR) have not confirmed that they can provide any funding in 2008 and therefore the draft budget shows an actual deficit in the 2008 program due to the required enhancements and no additional Provincial funding at this time.

The Fire Chief was instructed to move the wildfire phone from the Old MNR Building to the Plevna Fire Hall. Council will have to discuss the possible relocation of the alternate EOC in the future. The 2008 budget is not to include the shingling of the Old MNR Building as suggested by the Task Force.

LIBRARIES

Replacement of the 3 exterior doors @ \$3,000 (Barrie, Ompah and Plevna – i.e., keyless door locks problem as freezing in winter) shall be included in the 2008 budget.

Remedial work to be carried out at the Clar/Mill Hall in order to re-open the library. (i.e., basement cleanup; installation of plastic barrier or spray foam barrier on the earth and walls to eliminate further mold; etc) was discussed. The differences in the WESA report and the report prepared by TSH were discussed as well. The PWM added some of the issues included as major in the WESA Report were not really defined in the TSH report. The REDPC explained that if the Library Board looks to the qualified people via WESA to make their decision to allow their staff to return to work or not, we risk that they may not reopen the library. Also, it was noted that Council need to be well aware of any possible liability issues when determining what repairs will be completed and by whom.

A summary of the major items shall be listed by the REDPC and included in the 2008 draft budget for the 20th meeting, showing all recommended work required to the Clar/Mill and Ompah halls/libraries per the WESA and TSH reports, for Council to deliberate.

The Mayor thanked the Chair, Deputy Mayor Beam, of the Community Facilities Analysis Task Force and its members for all the hard work that went into the preparation of the report.

2. Spraying by Hydro One

The PWM advised Council of a request he received from Hydro One regarding expected spraying to be carried out by Hydro One on a portion of Harlowe Road. It was the consensus of Council that the PWM be authorized to consent to Hydro One's request to carryout the spraying.

3. Bon Echo Park 2007 Garbage vs. Recycling Letter

The Clerk advised that the Treasury Department had provided Bon Echo Park with an invoice for waste deposited at the 506 Waste Site throughout 2007; and of a letter received in response setting out the total recycling done by Bon Echo Park and the difference was a credit to the Park of approximately \$1,700.00, even though the Township does not benefit from the Park's recyclables.

She further advised of a conversation she had with Keith Kilpatrick earlier in the week wherein he had agreed to call the waste bill for the recycling effort even.

The Clerk recommended she forward a letter to Bon Echo Provincial Park immediately canceling the 2004 Contract, in accordance with the particulars set out in the Agreement, (i.e., the giving of three months notice) and also confirm a draft of a new Agreement will be forthcoming, once circulated to Council; and the 2007 year-end with be nil. It was the consensus of Council that the Clerk follows her recommended plan of action.

4. Next Budget Meeting

The next budget meeting previously scheduled for March 6, 2008 was cancelled, and rescheduled to March 20, 2008 at 9:30 a.m.

5. Community Facilities Needs Analysis Task Force

Moved by Deputy Mayor Beam, Seconded by Councillor Olmstead #115-08

THAT Council approves the Community Facilities Need Analysis Task Force 2008 Report as amended.

AND THAT the Clerk is authorized to bring a by-law back to the next Council Meeting enacting the Hall Rental Fee Schedule and Hall Rental Agreement.

Carried

6. New Reserve Fund

Moved by Deputy Mayor Beam, Seconded by Councillor Olmstead #116-08

THAT Council authorizes the Treasurer to transfer the 2007 budgeted \$20,000.00 for the proposed purchase of land for a new helipad to a new reserve fund for future use.

Carried

The PWM, Deputy Treasurer and REDPC left the meeting at this time.

Moved by Deputy Mayor Beam, Seconded by Councillor Olmstead #117-08

THAT Council retires to closed session at 1:07 p.m., to discuss:

- a proposed or pending acquisition of land by the municipality or local board

Carried

Moved by Deputy Mayor Beam, Seconded by Councillor Olmstead #118-08

THAT Council returns to open session at 1:15 p.m.

Carried

7. ADJOURNMENT

Moved by Deputy Mayor Beam, Seconded by Councillor Olmstead #119-08

THAT the meeting adjourns at 1:16 p.m. until March 13, 2008 or at the call of the Chair.

Carried

Mayor

Clerk