

MINUTES OF A SPECIAL BUDGET MEETING OF COUNCIL of the Township of North Frontenac, held Thursday, March 20, 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 and Corey Klatt, Recreation/Economic Development Program Coordinator.

ABSENT WITH REGRETS: David Young, Chief Building Official (CBO)

The Mayor called the Meeting to order, welcomed and introduced Casey Cuddy, Kaladar Barrie Fire Chief, and asked for Disclosures of Pecuniary Interest. None were declared. He confirmed this meeting was the fourth session to consider the 2008 draft budget and for a resolution regarding the 2008 insurance policy. He then turned the meeting over to the CAO/Treasurer.

2008 Proposed Draft Budget – Municipal Share:

The CAO/Treasurer explained the following:

This is the fourth budget session. First pre-budget meetings were held on December 12 and 14, 2007; January 28, 2008; and February 28, 2008. Today's draft is still with preliminary figures for discussion purposes and hopefully final approval from Council today, as this document sets the Departments Work Plans. Draft budget binders were circulated to Council and Department Heads on Thursday, March 13, 2008 to enable everyone to review the proposed details before today's meeting. A few changes were made and circulated to Council on Friday, March 14th that reduced the dollars to be raised. For example, the Ontario Municipal Partnership Fund (OMPF) grant was increased by \$176,706 and we just received this notice on Friday, March 14th.

The draft budget circulated shows an overall increase of \$140.27 or 11.29% on \$100,000 of Residential Assessment. As the Mayor mentioned in his letter to the taxpayers in the spring tax bills, the 506/509 Reserve Fund has been depleted. (i.e. For 76 kms of downloaded Highways 506/509 the township received \$2.4 M from the Province in 1998) and that will now cost us.) In 2007 the 506/509 budgeted expenditures were \$359,500. The actual proposed budget increase is 11.29%; however if you take in the \$360,000 for 506/509 as we do not have a Reserve Fund left, the increase is 4.99%.

The CAO/Treasurer circulated new Budget Summaries, showing each Department's increase/decrease from the 2007 budget to the 2008 budget and the amounts that affect the dollars to be raised through taxation.

Moved by Councillor Olmstead, seconded by Deputy Mayor Beam #144-08

THAT the 506/509 maintenance expenditure shall be included in the annual budget as a separate line item; setting an annual baseline minimum of \$350,000 to be adjusted by inflation;

AND THAT taxpayers shall be notified with the tax bills as to the reason, which is no longer receiving Provincial funding for these downloaded highways.

Carried

The CAO/Treasurer explained some proposed items that increased in 2008 as follows:

- Fuel, Utilities (Heat and Hydro), etc continue to increase.
- Default: Previous Year's Surplus over \$150,000 is \$109,859 less than the previous year. Also, 2005/2006 Federal Gas Tax (FGT) dollars received shall be spent in 2008 per Agreement – project to be identified. Proposal to upgrade the GRIPPS program as required for budgeting and PSAB may be a project Council would like to use for the FGT.
- Fire: New Equipment and Air Fill Station set-up for the Fire Stations; Ompah Fire Hall extra renovations @ \$5,000; Vehicles purchased (4x4 and Equipment Van) @ \$10,500; Fire Capital - Kaladar Barrie truck costs over insurance reimbursements @ \$11,976 and proposed paving of \$23,750 and Contribution to a Reserve Fund for a proposed hall addition of \$35,000; Lease purchase of a Fire Pumper @ \$50,000 for NF; Contributions to Reserve Funds for a proposed new Ompah Fire Hall in the future of \$50,000 (same as 2007).

The Fire Chief advised he has contacted several companies regarding a possible lease and is waiting to hear back from all of them. Chief Cuddy advised that Addington Highlands found it just as easy to borrow than to lease as a Municipality can get a better borrowing rate. The Fire Chief will continue to look into financial options that are available from dealerships and the CAO/Treasurer will discuss the options with the Bank and Auditor. Then an Administrative Report will be presented to Council for consideration by the CAO/Treasurer.

Beam asked what the necessity was for the paving at the Barrie Fire Hall. Chief Cuddy advised the timing is a big benefit as Highway #41 will be reconstructed and paved in 2008/2009; as well as a time save as presently after a call the firemen have to transport their equipment and hoses to the helipad site in Northbrook to wash, then reload to be taken back to the fire hall to dry the hoses. Olmstead questioned the \$35,000 for a training room on the Barrie Fire Hall stating that Northbrook are planning to build a new fire hall in the near future and it might include a training room. Cuddy advised the Northbrook Fire Hall may not be built for a number of years and by putting some funds into a reserve at this time it could be used for a training room and/or for an addition to the Barrie Fire Hall.

Good advised the PWM should notify Cruickshanks (contractor) as soon as possible of the need for pavement, how much and where. The CAO clarified that this will be for the proposed paving at the Barrie Community Hall, as the Barrie Fire Hall was included in the paving tender. Perry added training is presently done in the bay area of the Barrie Fire Hall which is not a good environment for training. Cuddy added when attending Fire College they advocate a proper training facility as we want a good environment for the volunteers to be trained in and to help with recruitment and retention of volunteers.

- Roads: Proposed Construction Projects have increased by \$50,000; proposed purchase of 3 – 2 ton trucks and a ¾ ton truck; Loosetop Maintenance has increased by \$40,000 and Winter Control has increased by \$10,000.

Please note that the proposed budget shows \$250,000 Contribution to Reserve Funds (part of the OMPF under Administration) going to the NF Roads Reserve Fund. (Previously these funds went towards the former 506/509 Reserve Fund)

Road Surface Treatment Tenders received at the March 13th Council meeting were over budget by \$52,548 and Harlowe Joint milling/Hot Mix padding was under budget by \$15,240. It was the consensus of Council to reduce one km from each the River Road and Shabomeka Lake Road surface treatment expected for 2008.

It was the consensus of Council that Federal Gas Tax dollars be used in 2008 to cover the balance of the paving at the Municipal Complex to meet the Salt Management Plan requirements.

- Waste Management and Recycling: Contracted Services, Cover, Consulting, Contributions to Reserve Funds continues to increase due to the Ministry of Environment regulations that shall be complied with.
- Community Halls: \$11,500 for water systems for the 3 halls. The Task Force Report approved by Council = extra expenditures. (i.e. Contracted Services, Hydro, etc.) Beam advised all the halls will be treated equally now. Perry asked about Ward One Reserve Funds used in the past to cover the Barrie Hall expenses, past Harlowe Hall expenses paid by the community group and past Clar-Mill Hall expenses paid by the taxpayers. (i.e. Not standardized for all Community Halls). The CAO confirmed she would look into the history of these Special Parks Reserve funds and determine what the balance was for each ward at amalgamation, what was paid out and for what, and then a Council decision can be made.

The Barrie Hall paving is proposed to be completed when the hamlet and Hwy. #41 is being paved by MTO in 2008 or 2009 and the hall pavement will help with the drainage issues. No funds are in the 2008 budget for this, pending MTO and a Council resolution once Reserve Funds history is determined.

- Cemeteries: the Task Force is proposing an additional \$24,000 for excavation, road building, fencing, tree removal, privy installation, topsoil, etc. Watkins stated the Ompah Cemetery still has burial room and recommended the funds set aside to prepare the roads in the new addition of the cemetery could wait until 2009.
- Recreation: Plevna rink grant received in 2006 only, therefore without a grant the maintenance/repairs cost will increase the budget and Council has agreed to the proposed Roadside Pull off on Highway 41 and repairs to the existing privies.
- MNR Parks - Crown Land Stewardship Program increase in staffing, vehicles and enhancements to the program. 2008 program is proposing a deficit to meet the required enhancements.
- Libraries: proposing 3 new exterior doors plus \$12,000 in Capital to try and get the Plevna Library reopened. It was noted that Council have received copies of the WESA recommendations and TSH Engineer Report with respect to the remedial work. It was the consensus of Council that the volunteers shall remove the junk in the basement, carpets, install vapour barrier, spray insulation and new drywall installed by a contractor hired to mud and tape the drywall. The CAO confirmed the need for a Coordinator, suggesting the REDPC and Steve Riddell as the Health and Safety Coordinator, with all other volunteers being appointed by Council to ensure they are covered by the Township's volunteer insurance and the Coordinator shall be present during the actual work.

Beam confirmed that the \$12,000 budgeted amount should cover the items listed in the draft budget, including the drywall replacement, etc.

- Planning: major increase as the mandatory Official Plan Review shall take place in 2008 per Provincial legislation.
- Property Building Maintenance: over \$100,000 increase proposed for additional mileage and contracted services required re Water Provincial Regulations; Windows at the Palmerston Ambulance base; Long Term Capital Plan; Water at the existing Municipal Complex and proposed \$50,000 Contribution to Reserve Funds towards a new or renovation to the Municipal Complex in the future.

No monies are in the 2008 draft budget for a new roof for the existing Municipal Complex – pending Task Force final recommendations. (i.e. Approximately \$22,000 just to purchase the steel) The PWM advised the roof is leaking in various places. Also, three years ago all of the screws were replaced and it has been good until now.

The REDPC received clarification on the Trillium Funding and it is possible for a small municipality with less than 20,000 people to apply for funding for cultural and recreation projects. This would include the renovation and repair of a

Community Hall, such as set out in the two reports. This could be applied for prior to the 2009 budget. (Details were circulated to Council, along with the REDPC's breakdown of the WESA and TSH Reports.) It was the consensus of Council that the 2008 budget shall include health and safety items only. Some members of Council did not feel the larger rental fee for liquor events, and the across the board rental fee will increase the income that much.

Also, donation requests were received and circulated to Council, from the Cloyne and District Historical Society (\$500 is included in the draft budget); Children's Aid Society (CAS) and CHEO Requests are new and not included in the draft budget, unless Council directs this to be added. These requests were discussed and it was the consensus of Council to support the CHEO request in the amount of \$425.00 and not to support the CAS request. The Clerk was authorized to respond to the CAS request reflecting on the County of Frontenac Homeless Study and Council's concerns with the CAS' lack of attention.

Moved by Councillor Olmstead, seconded by Deputy Mayor Beam #145-08

THAT Council approve in principle the 2008 Budget as amended and instruct the CAO/Treasurer to set up a Budget Public Meeting for April 10, 2008.

Carried

INSURANCE

Included in the 2008/9 draft budget binders under Section 7 the Deputy Treasurer has provided a breakdown of the 2008 Insurance Renewal Costs with an overall decrease of 1%.

Moved by Councillor Good, seconded by Councillor Cole #146-08

THAT the 2008 Municipal Insurance Renewal from Jardine Lloyd Thompson Canada Inc., is received for information.

AND THAT the CAO/Treasurer is authorized to pay the 2008 premium.

Carried

OTHER BUSINESS

Posting on Municipal Office Bulletin Board – Main Office

The Clerk advised of a "posting" that was brought in to the front counter the day before from a Property Owners' Association which she had asked the gentleman to wait until she could present the posting to Council for their decision to post it or not. In the meantime Deputy Mayor Beam had received an e-mail complaint regarding same, which he read aloud. It was the consensus of Council that the Municipality always remain neutral and the posting could be posted on the municipal bulletin board, and the CAO shall respond to the complaint e-mail. A policy regarding advertising on the website and municipal bulletin board shall be drafted and presented to the Personnel / Audit Committee to make a recommendation to Council.

Northern Rural Caucus of Eastern Ontario

The Mayor asked if the next meeting, to be hosted by Greater Madawaska, had been scheduled. The CAO advised it has not been confirmed, but she will contact the CAO and then advise the Deputy Mayor and Mayor. It was the consensus of Council that these joint meetings are an excellent opportunity to discuss issues of mutual interest and shall continue.

Joint County Council Meeting March 19, 2008

Frontenac County and the Townships Councillors are expected now to look at the draft County of Frontenac Integrated Community Sustainability Plan (ICSP) and the Community Consultation Plan (CCP) and provide a response before summer. The Mayor suggested a Special Council Meeting to review the draft ICSP and CCP, to determine where we want to go. The meeting was scheduled for April 14, 2008 at 9:30 a.m., until 12:00 p.m. Draft ICSP and CCP documents will be circulated to Council and the Department Heads to review prior to the meeting and they were asked by the Mayor to bring their comments to this meeting. Theme items include Long Term Care, Rural Routes, and Broadband. Aboriginal participation and involvement upfront will need to be included as well even though it has been brought to the consultant's attention more than once but has not yet been included.

The Mayor complimented the CAO/Treasurer and Deputy Treasurer for all their work in completing the 2008 Draft Budget and 2009 Projected Budget and doing so earlier in the year for the first time.

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

Moved by Councillor Olmstead, Seconded by Deputy Mayor Beam #147-08

THAT Council retires to closed session at 2:48 p.m., to discuss:

- personal matters about an identifiable individual, including municipal or local board employees;

Carried

Moved by Deputy Mayor Beam, Seconded by Councillor Olmstead #148-08

THAT Council returns to open session at 3:08 p.m.

Carried

ADJOURNMENT

Moved by Deputy Mayor Beam, Seconded by Councillor Olmstead #149-08

THAT the meeting adjourns at 3:09 p.m. until March 27, 2008 or at the call of the Chair.

Carried

Mayor

Clerk