

MINUTES OF A SPECIAL BUDGET MEETING OF COUNCIL of the Township of North Frontenac, held Thursday, January 22, 2009 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 Elaine Gunsinger - Ward 2; 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/Administrative-Financial Coordinator; Steve Riddell, Director of Emergency Services/Fire Chief; Corey Klatt, Community Liaison/Property Building Coordinator; and Evan Sepa, IT Technician / Mapping Coordinator.

ABSENT WITH REGRETS: Deputy Mayor Jim Beam

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

NEW BUSINESS - 2009/10 “Draft” budget

MAYOR'S OPENING REMARKS

Mayor Maguire explained that today's meeting is the second meeting for Council, CAO and Department Heads to review the draft 2009 and 2010 budgets.

Before starting the review, Maguire reported on his County Council Meeting held yesterday. He explained it was a good meeting regarding the draft budget. County Council is behind North Frontenac with respect to the Broadband Application and also County has agreed to contribute \$97,348.

Further, one of the four delegations before County Council was Elektra, explaining a 'Z Meter' initiative which will entail constructing an observatory on Mallory Hill (Buckshot Lake Road) between North Frontenac Township and Addington Highlands Township. Addington Highlands Township and the County of Lennox and Addington have endorsed the project. The project is a \$2,000,000.00 initiative and is eco-tourism personified. The delegation was received for information at the County of Frontenac.

Maguire, at yesterday's County Council Meeting, asked Council for \$25,000 over 10 years for Pine Meadow Nursing Home. He stated he did not want to debate the issue at this time but would ask for the County CAO to find out from her counter parts, other counties in Ontario, as to how many long term care facilities they support, and how much they give towards other facilities.

Maguire explained that the new County Warden Janet Gutowski called the meeting to order and provided excellent opening remarks, including that her fellow Council members should wear their "County Hats" at County Council meetings.

Maguire introduced and welcomed Evan Sepa to the position of IT Technician/Mapping Coordinator. Maguire turned the meeting over to the CAO/Treasurer to start the budget review.

CAO/TREASURER'S DRAFT 2009 BUDGET REPORT

2009 Education tax rates are still draft only. Due to the reassessment, the Province will reset residential education tax rates to offset the average reassessment change in resident assessed values across the province. This will ensure that, on average, homeowners will not see an increase in the education portion of their property tax bills. Based on preliminary data, the draft 2009 uniform rate is estimated to be 0.252%, reduced from the rate of 0.264% that applied to the 2008 taxation year. (i.e. 2009 = \$252 per 1,000 residential assessment = reduction of \$12 or 4.55% decrease.)

2009 County tax rates are still draft only. The County draft budget was discussed yesterday and will be discussed again on January 28th. Draft levy impact (Requisition from Municipalities) is an increase of \$904,492 or 11.02%. However, staff recommendation for County Council to discuss, which transfers \$276,569 from the Stabilization Reserve and \$250,000 transfer from working Reserves in 2009 to fund EOWC Broadband project from future Social Service Funding (i.e. in future years the monies for the EOWC Broadband project would be made up by the uploading of some Social Services to the Province.) These two staff recommendations would make the draft levy impact an increase of \$377,924 or 4.60%. County Council may make further changes as well.

Municipal share – this is the second draft proposal. First pre-budget meeting was held on December 17, 2008. Today's draft is still with very preliminary figures for discussion purposes only. The CAO and Department Heads continue to seek advice and basic guidelines/direction from Council to fine tune this draft. Then Council should schedule another 2009 draft budget meeting in February to hopefully finalize the 2009 budget, as this document sets the Departments' Work Plans.

Following today's meeting, adjustments and fine-tuning will take place (along with more up to date year-end figures); then draft hard copy budget binders will be circulated to Council and Department Heads to enable everyone to review the proposed details before the next budget meeting. Then the budget can be approved by Council in principle. However it is still subject to the Budget Public Meeting. (Date to be determined – but will have to be advertised in advance.)

On December 17th we reviewed each Departments proposed 2009 and 2010 draft budgets line-by-line.

To start off I would like to only review the major proposed changes since that meeting as follows:

Municipal Taxation total dollars raised proposal only - Draft #2 dated Jan. 22, 2009 shows approximately \$439,952 or 12.29% increase. Based on \$100,000 of Residential Assessment = \$38.00 or 5.08% increase. However, we must remember that this is only a draft for discussion purposes only. Therefore, the bottom line is unknown at this time.

However, to get back to the same residential tax rate as 2008, Council would need to cut \$197,177 today.

As discussed in December, the 2009 Current Value Taxable Assessment for the Township of North Frontenac increased from 2008 to 2009 approximately \$60.2 Million or 13.08 %. If Council approves the same municipal tax rate as 2008 this would equal \$301,625 extra dollars to be collected through taxation.

Federal Gas Tax (FGT) monies to date have been spent for Salt Management compliance. (i.e. Paving at the Plevna works yard). In 2010 the proposed budget shows \$275,000 for a mandatory new Salt and Sand Storage building in Ward One. Some FGT monies must be spent in 2009 and the draft budget proposes to spend \$12,000 to have an Engineer's Study completed as required for the new Salt and Sand Storage building. The PWM advised with the new requirements lagoons will be required to trap the run off which will need to be cleaned out and disposed of each spring. The CAO/Treasurer confirmed this proposal meets the criteria for use of FGT monies. It was the consensus of Council to continue using the FGT monies towards Salt Management compliance.

Perry explained that Salt Management needs for all municipalities may be a priority as projects for the County of Frontenac FGT and Integrated Community Sustainability Plan (ICSP). Maguire explained that at County Council he asked that they be assured the long and short term plan for all the projects before any one of the County members can buy into same. The project's benefits to the County as a whole must be shown as well as their survival of future Councils.

The CAO explained the extra Ontario Municipal Partnership Fund (OMPF) received in 2009 equals an increase of \$707,200 from 2008. In 2008 OMPF was capped at \$150/Household - Phase-in Adjustment - less program adjustments (i.e. Reassessment and Northern Communities Component).

Beam had advised the CAO, as he was unable to attend today's meeting, that he suggest the OMPF be put into the budget as it was held back and should be credited to the present taxpayers and so it is presented in this budget, at this time.

Other additions/changes since the December 17, 2009:

- Computer Reserve brought in to Purchase New Server and Backup System - estimate @ \$7,500.
- Luncheons for Business Committees/Task Forces @ \$1,000.
- Ongoing development and new Outreach initiatives for Broadband @ \$500. Broadband expense of \$43,000 for project management was removed after the County's commitment made at yesterday's meeting.
- Plus revenue for Equipment / Fixed Assets as the Fire Chief confirmed that the Ompah Fire Volunteers feel they can donate \$20,000 towards equipment expenses already in the draft budget. Also, Chief Riddell advised the Snow Road Fire Ladies Auxiliary & Fire Volunteers donation is actual unknown at budget time but if monies available will make a donation during the year.

It was noted that Additional volunteers is excellent. However it will require additional expenditures.

The Chief advised he would like to bid on a used 4X4 SUV available from the County. It was the consensus of Council to reduce the draft Fire Capital budget by \$10,000.

The Township of Greater Madawaska is preparing a new Fire Agreement with North Frontenac and it will be reviewed by the two fire chiefs and CAOs.

Kaladar/Barrie Fire Department draft budget shows an \$11,977 increase over last year which is an increase of 6.93%. The CAO shall meet with the Chair Councillor Wayne Good, Councillor Olmstead, Councillor Gunsinger and the Clerk to review the details. The CAO apologized for not inviting Fire Chief Cuddy to this budget meeting but will ensure he is invited to the next one. Discussion of putting \$40,000 in the North Frontenac Township Reserves for the proposed Barrie Fire Hall training room/addition should be discussed at the Joint Fire Board (increase of \$5,000 – in 2008 \$35,000 went to the Reserves for this purpose.) As well, cuts to the draft budget should be decided at that time, and their recommendation shall come back to the respective Councils.

Olmstead stated Kaladar/Barrie volunteers are not raising any monies for the addition to their hall.

Perry advised fundraising for the Barrie Hall was done when the hall was originally built.

The Fire Chief was asked about projections for the Ompah Fire Hall. The Fire Chief explained they anticipated building in 2010 or 2011, as two years ago Council started putting monies into Reserves for the new building. He stated there may be some grant monies available also. The Fire Chief has discussed and will continue to discuss Ompah's issues and possible cutbacks with the Ompah Deputy Chief. The Fire Chief explained that the Ontario Fire Marshall's (OFM) office is completing a Municipal Fire Protection Information mandatory survey and the OFM has made some suggestions on the requirements on the needs of Fire Hall(s) in the Ompah area. The Fire Chief was instructed to obtain this information in writing for Council's consideration. It was the consensus of Council to reduce the draft budget Contributions to Reserve Funds for the proposed new Fire Hall in Ompah in the future from \$100,000 to \$50,000 being the same dollars put away in the 2007 and 2008 budget, less the land purchased in 2008.

Police – The 2008 year-end figures are not yet known as the invoice has not been received. However, in the 2008 difference is actual paid or credited in 2009 and will be adjusted to the 2009 estimate of \$204,537.

Conservation Authorities – Actuals are in – Quinte CA is an increase of \$22.00 and the Mississippi Valley CA is an increase of \$4,032 which includes a special levy @ \$2,655 for the new Conservation administration building.

Building Department has been funded within itself since 2005. (i.e. 2005 and 2006 realized a surplus and 2007 and 2008 each saw a deficit). It was suggested a review of the building fees be undertaken. The CAO/Treasurer advised Tunnock Consulting

undertook this review the last time which entailed a survey of fees in surrounding municipalities and presenting his findings and making recommendations to Council. Then Glenn Tunnock could present the information at the mandatory Public Meeting. It was the consensus of Council that the CAO contact Glenn Tunnock to arrange this review immediately as our permit fees do not cover the expenditures.

By-law Enforcement – may go up once the contract is completed.

Protection – Increase due to purchase of a laptop, salary and benefits for the new IT Technician / Mapping Coordinator position. Also, the Township must meet standard customer services under the Accessibility Act by January 2010. The County's Deputy Clerk will be taking the Train-the-Trainer course and may be able to complete the Township training. All members of Council must be trained. Also, the Deputy Clerk advised Policies and Procedures must be in place by January 2010 for each Township. The CAOs in the County shall meet with the County Deputy Clerk who will provide a template, following the next County Council meeting. A new Reserve Fund re: Accessibility Act and new regulations estimated @ \$20,000 has been proposed in the draft budget. There are a lot of unknowns at this time, however if the Township has to go 100% accessible it will take large dollars. Trillium grants are available under Accessibility. It has been determined that the washroom in the Township's administration building cannot be made wheelchair accessible. The regulation for accessible washrooms has not been spelled out at this time.

Roads – Beam had advised the CAO as he was unable to attend today's meeting, that he suggest \$300,000 per year from the 2008 new Capital Infrastructure Reserve Fund be brought in and used toward rehabilitation of municipal road and bridge capital investment needs and the proposed new Tandem Truck @ \$200,000 estimate be financed from Township Reserve Funds over 4 years. These two suggestions are included in this draft budget, at this time.

Good asked if construction on Head Road was one of the construction projects this year as he had received a call from Leo Finnegan who owns property on Head Road. The PWM advised a portion of Head Road is included for preparation work only in 2009 (ditching, rock breaking and gravel @ \$10,000) and he is proposing paving in 2010.

Waste – The CAO/Treasurer advised she had spoken with Guy Laporte, AECOM with respect to 2008 year-end and 2009/10 budgets. Mr. Laporte will meet with the CAO, PWM and Clerk to finalize these figures.

A new full-time position is proposed in this budget. Trash Packer Part-time 6 months per year – site summer hours only and on call as needed. Plus Part-time from May to November to cover the Household Hazardous Waste facilities open hours and to operate the mobile waste site compacter. These expenses will be shared at 50% Waste and 50% Recycling.

Good advised of a resort owner who uses the Kashwakamak Site and has no recycling, everything goes as waste. The CAO/Treasurer advised that the Waste By-law including fees charged will be revisited by the Waste Management Master Project Team in the near future.

Recycling – added 2 replacement portable bins and 2 stationary new storage containers estimate @ \$10,000 plus extra training will be required for the Household Hazardous Waste attendants.

Cemeteries – The Cemetery Task Force has not met yet. A meeting shall be arranged as soon as possible. Also public works 'in house' figures will need to be determined for insertion.

Community Halls – The Report prepared by TSH which was reviewed and received for information by Council in August 2008 and the REDPC was authorized to carryout only safety related items. The CAO/Treasurer advised \$37,407.14 has been spent from 2006 to the present on the Clar/Mill Hall and she read aloud the particulars of these expenditures.

The Barrie Hall renovation expenditures were paid from the Ward 1 Park Levy Reserve Funds.

The CAO/Treasurer stated a report will be available in 2009 with respect to the Park Levy Reserve Funds for Council's consideration in response to a suggestion to put such Reserve Funds together.

Per an August 21, 2008 resolution, Council received and accepted TSH's report on the Clar-Mill Hall & Library and authorized the REDPC to undertake minor repairs to the Hall, only spending required monies on keeping it functional and safe (per the CBO).

The CAO/Treasurer confirmed there are major renovations required at the Clar-Mill Hall estimated at \$125,000. Staff requires Council's direction and a long-term vision. Olmstead suggested putting \$125,000 in a Reserve Fund and keep the doors open until it requires more work. Another consideration is selling same for \$1.00; however any group who did purchase same could not keep it going for long without spending large dollars on same and the cost of insurance. Also to be considered is the rink is located on part of the same property.

The Community Liaison / Property Building Coordinator advised the Clar/Mill volunteers have met and talked about a multi-use building. The volunteers are willing to help in any way they can. Watkins suggested having a meeting with the volunteers, a brainstorming session.

Perry stated we are on the road to needing a Community Hall/Municipal Office/Library/ Council Chambers and in building a multi-use facility, health and safety and accessibility requirements will also be addressed.

Gunsinger advised when she has met with the area groups they have advised they are waiting to hear from Council to put their fundraising into gear.

Council had a discussion in response to these questions: Where are we headed and where do we go from here? Do we need three libraries, five community halls, etc.?

Maguire offered when the County authorized the Fairmount Home expansion they also authorized a 20 year debenture to pay for the expansion. If a decision is made now that serves the entire municipality, some of these community buildings will then be phased out. Infrastructure Ontario may have grant monies available. We need to look at the future, the long-term and what is best for the community and in doing so some of these community facilities (i.e., community halls, libraries etc.) may eventually have to be closed and perhaps sold. The Council of the day will have to make those decisions.

It was the consensus of Council that the Community Liaison / Property Building Coordinator keep all the community facilities functional and safe at this time; and that a consultant be hired immediately to carry out a feasibility study looking at all our needs, how much money will be involved and to have an architect prepare a conceptual drawing for consideration and then Council can decide how much needs to be put away and for how long.

In the meantime, a Reserve Fund should be set up for a Multi-Use Complex. There is \$50,000 presently in Reserves and another \$50,000 budgeted for this year. Also, there are funds in the Ompah Fire Hall Reserve monies.

The Fire Chief was authorized to go back to the Ministry for a report with respect to the Ompah Fire Hall. The decision of Council could be in the interim tax bill.

Recreation – MNR Parks – The CAO and Community Liaison / Property Building Coordinator spoke with Bob Walroth, MNR re: 2009/10 Crown Land Stewardship Program and the Ministry is committed to ensure the viability and success of the program – based on Treasury Board funding which is unknown.

Mandatory Core Mining training will be required for the employees working with gravel and this includes the CLSP as well as the Public Works Department.

The Community Liaison / Property Building Coordinator proposed to Council that the CLSP staff use the Public Works Department's tractor for grading and spreading gravel on Crown Land roads as it is virtually impossible to get a contractor to do same. Perry reminded everyone of the Council resolution that prohibits municipal equipment on property other than municipally owned property. The Community Liaison / Property Building Coordinator asked Council to amend their resolution as this issue is never ending and it is mainly in the area in which the majority of the complaints are received. It was recommended that he widely advertise the contract for this work early in the season.

Good advised the program is not cost effective and we continue to put taxpayers' money into it.

Maguire stated the economic down turn cannot be controlled.

The Community Liaison / Property Building Coordinator was instructed to contact MNR to determine if a link could be added to the Bon Echo Provincial Park website to North Frontenac's website.

Moved by Councillor Good, Seconded by Councillor Gunsinger #39-09
BE IT RESOLVED THAT Council receives the 2009/2010 second draft budget as presented and amended on January 22, 2009 and Council instructs the CAO/Treasurer to make the amendments as discussed today and Council shall reconvene February 18, 2009 at 9:30 a.m.
Carried

ADJOURNMENT

Moved by Councillor Watkins, Seconded by Councillor Perry #40-09
BE IT RESOLVED THAT the meeting adjourns at 2:53 p.m. until January 29, 2009 or at the call of the Chair.
Carried

Mayor

Clerk