



Council Budget Minutes
Tuesday, January 19, 2016
3:00 p.m. Council Chambers

Council Present: Mayor George A. Bridge –arrived at 3:45 p.m.
Deputy Mayor Ron Faulkner
Councillor Mary-Lou Colwell
Councillor Dave Turton
Councillor Judy Dirksen
Councillor Jean Anderson
Councillor Ron Elliott

Staff Present: Bill White, C.A.O. Clerk
Annilene McRobb, C.A.O. Clerk and Council Assistant, Recording Secretary
Terry Kuipers, Chief Building Official
Belinda Wick-Graham, Business & Economic Manager
Gordon Duff, Treasurer
Brian Hansen, Public Works Director
Allan Carr, Facilities Manager
Matt Lubbers, Recreation Services Manager
Mark Robertson, Waste Water Foreman
Wayne Metzger, Water Foreman

1. **Call to Order**
Deputy Mayor Faulkner called the meeting to order at 3:26 p.m.
2. **Resolution Moving Council into Committee of the Whole to Consider Public Meetings, Delegations, Public Question Period, Correspondence, Reports, Motions for Which Notice Has Been Previously Given and Other Business**

RESOLUTION: 2016-09

Moved By Mary-Lou Colwell; Seconded By Judy Dirksen

THAT The Town of Minto Council convenes into Committee of the Whole to conduct budget deliberations.

Carried

3. Reports of Committees and Town Staff, Matters Tabled and Motions for Which Notice Has Been Previously Given

a. Introduction, Mayor Bridge

Deputy Mayor Faulkner thanked all for their efforts preparing and reviewing budget.

b. Presentation, C.A.O. Clerk and Treasurer

C.A.O. Clerk White and Treasurer Duff reviewed the capital budget presentation noting changes to various operating budgets as follows:

General Administration decrease to \$525,200; Fire Administration increase to \$568,400; Palmerston Arena & Hall increase to \$179,944; Harriston Arena & Hall increase to \$164,154; Recreation Administration increase to \$228,500; Building & By-law increase to \$163,475; Economic Development increase to \$445,209; Roads Administration decrease to \$765,381; and Road Maintenance increase to \$1,040,970.

stated that there were a few changes to the agenda today showing changes to the operating budget made since the November budget meeting.

Treasurer Duff noted that the Asset Management Plan currently covers the core assets and must be extended to incorporate all assets of the Municipality. Almost every grant submission has to have asset management plan information included.

C.A.O. White stated that the Strategic Plan was reviewed in 2015 and will have some minor changes made to it in 2016. As well the Master Fire Plan will soon be do for an update.

c. 2016 Capital Budget

Treasurer Duff discussed the overall proposed Expenditures and proposed funding model for 2016.

The funding approach

At the November budget session Council included in the 2016 operating budget funding for the \$2.5 million of borrowing in 2015. "Old" borrowing of \$660,000 is money borrowed in 2015 used in 2016 to complete carried over projects (James Street). The proposed capital budget includes "new" borrowing of \$760,000 to fund the Town's share of OCIF and SCF merit based funding. Minto is the only municipality in Wellington to proceed to the second step in these programs so it is important to use this funding when it is offered. The size of these merit based requests will also require modest borrowing in 2017 to complete the Brunswick Street pumping station project in Palmerston. In addition staff is recommending tax supported budget increase \$100,000 to \$500,000 which places the overall Town budget increase to just

under 5% (up from 3% proposed at the November budget session). Duff noted that cash flow remains a challenge for the Town.

Fire

C.A.O. Clerk White presented the Fire budget on behalf of Fire Chief Harrow.

- \$555,000 2004 Aerial and 2016 Tanker Truck
- \$65,000 Compatible Radios
- \$20,000 Equipment & Gear

C.A.O. Clerk White noted that due to the 365 day turnaround time to build the tanker, the budgeted amount may not be used until 2017.

Economic Development

Business & Economic Manager Wick Graham presented the capital budget.

- \$60,000 Entrance Signs Harriston (IPM)
- \$12,500 Downtown Committee
- \$30,000 Palmerston Industrial Sign
- \$75,000 Palmerston Industrial Servicing

Wick Graham noted that the Entrance signs budgeted usually falls under the Tourism budget.

The Economic Development committee is still waiting on feedback regarding a landowner for the Palmerston Industrial Sign.

Council requested that the \$75,000 budgeted for the Palmerston Industrial Servicing is used to have Entrance Signs put in Palmerston prior to the IPM.

Recreation

Facilities Manager Carr presented the capital budget.

Facilities Capital Palmerston

- \$154,000 Arena and Community Hall
(plumbing, electrical, lobby windows, accessible front doors, dressing room showers, floor) Hope to get \$30,000 in donation or grant \$3,000 of this funding for the swimming pool, drainage
- \$27,000 Fairgrounds Playing Fields
(backstop, dugouts, Counter) Barb Wright field
- \$20,000 Palmerston Lion's Park and Palmerston Rail Museum
(fountain, lighting, fencing, Lion's Club waterfall donate \$25,000) The proposed water falls to be donated by the Lions in memory of Eric Gray, the Lions will formally present this information to PRACC. Fencing will go along the train tracks, better monitoring of the handcars, the lighting along the trail will

move from 100 watts to 21 watts.

Mayor Bridge noted that the County Museum will be increasing their staff and hope that they will be able to assist the Train Station in Palmerston to increase their destination value.

Facilities Capital Harriston

- \$45,000 New Referees Room, Plumbing, Electrical, cosmetic upgrades and small equipment (ie. refrigerator)
- \$15,000 New VFD Pool Pump They may be some funding for this project
- \$5,000 Train Station parking lot light
- \$7,500 Park upgrades (relocate firefighters monument, restore trailer park, naturalization, tractor attachment)

Carr noted that the Harriston Lions Pool was built in 1975, major renovations may be required in the coming years.

MOTION: COW 2016-12

Moved By: D. Turton; Seconded by R. Faulkner

THAT PRACC work with the Harriston Kinsmen regarding the Harriston Pool and Park upgrades.

Carried

The Harriston Trailer Park has two residents still residing in it. The rest of the park will seeded at this time with a plan to naturalize the area.

The Norwell CELP group may be interested in this area.

Facilities Clifford & Other

- \$22,500 Arena Upgrades (plumbing, electrical, other equipment)
- \$5,000 Park light and walkway to ball diamond
- \$40,000 Trails additions/ improvements
- \$5,000 Flagpoles Harriston and Clifford cenotaphs
- \$16,500 Refrigeration

Public Works Capital

Clifford

- \$525,800 Ann St. and Queen St. Road Reconstruction Ann Street will have the sewer mains replaced. We also have 6 lots conditionally sold, we will be able to have pre-serving done asking for a higher price for these lots
- \$50,000 Clarke and James Street Top Coat Asphalt

Public Works Director Hansen noted that at this time we have not received any

funding at this time for the connecting links on Elora Street in Clifford. Only 77 Municipalities in Ontario have connecting links in their municipalities.

Harriston

- \$945,000 Elora St. Road (William St to Lights) Reconstruction carry over from last year
- \$35,000 Queen St. Base Coat Asphalt carry over from last year
- \$150,000 Inflow & Infiltration

C.A.O. Clerk White noted that as the roads are improved and the servicing upgraded, the water services will be larger in order to account for future lots (residential and industrial) This will also help with fire protection services. Many of the services are 4 inches; sizes may be increased to 12 inches.

Staff are working together on the water sewer and roads to make sure all infrastructure is completed at the same time.

Elora Street in Harriston upgrades should be completed in June.

Waste Water Manager Robertson stated that there will be aerators upgraded to meet the certificate of approval in the Harriston Lagoon, as well as 30 year old blowers in the building that are being upgraded.

Palmerston

- \$658,000 James St. Road Reconstruction this is a continuation
- \$1,111,000 Jane St. and Inkerman St. Road Reconstruction

Miscellaneous /Rural

- \$300,000 Plow Truck (replacing 1999 Volvo Tandem)
- \$45,000 F-150 Pickup (Replacing Truck #18)
- \$283,000 6th Line Resurfacing
- \$90,000 Water/Wastewater Service Truck replacement
- \$100,000 Water SCADA System
- \$50,000 sidewalks

Administration Capital

C.A.O. White presented the capital budget.

- \$10,000 Street Lights (Clifford, Palmerston, Harriston, Minto Pines, Minto Highlands)
- \$47,000 Hardware, Software, Records Management, Equipment
- \$50,000 Town Office Footings, Grading and Landscaping
- \$60,000 Emergency Plan (flood plain maps, generator Robertson St.)
- \$30,000 General Engineering (shovel ready projects)

- \$10,000 Community Gardens and Building Department
- \$30,000 Van Replacement Administration RFP or Tender

Council discussed that the Public Meeting for the Budget will be held March 15th at 5 pm prior to Council.

C.A.O. Clerk White stated that we are currently sitting at 4.9 % with a blended rate, hope to be at 3%, depends on the County and Education

Treasurer Duff stated that the Watson and Associates will be providing a delegation to Council at an upcoming meeting regarding the Water and Waste Water Rates, staff need to continue to educate the public on the system as well as the billing model.

7. Motion to Return To Regular Council

RESOLUTION: 2016-10

Moved By Ron Faulkner; Seconded By Jean Anderson

THAT The Committee of the Whole convenes into Town of Minto Council.

Carried

11. Adjournment

Mayor Bridge adjourned the meeting at 6:09 p.m.

RESOLUTION: 2016-11

Moved By Ron Elliott; Seconded By Mary-Lou Colwell

THAT The Council of the Town of Minto adjourn to meet again at the call of the Mayor.

Carried