



#25 MINUTES
SPECIAL BUDGET MEETING OF NOVEMBER 30, 2012
COMMITTEE OF THE WHOLE

The Committee of the Whole met on Friday, November 30, 2012, 8:30 a.m.

MEMBERS PRESENT:

Aubrey Churchill	Reeve
Gail Code	Deputy Reeve
Ken Fournier	Councillor
Ray Scissons	Councillor (Chair)
Peter Wagland	Councillor

STAFF PRESENT:

Cindy Halcrow	Clerk Administrator
Scott Cameron	Manager of Public Works
Shawn Merriman	CBO
Linda Van Alstine	Treasurer

1. Call to Order

The meeting was called to order at 8:33 a.m. A quorum was present.

2. Disclosure of Pecuniary Interest

The Chair invited members wishing to disclose a pecuniary interest to do so now. There were no disclosures of pecuniary interest.

3. Additions and Approval of Agenda

MOTION #COW-12-409 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Aubrey Churchill

THAT the Committee of the Whole approves the agenda for the November 30, 2012 meeting of the Committee, as presented.

ADOPTED

4. Budget – Second Draft

The Treasurer presented the second draft of the 2013 budget. Staff had already done a lot of cutting.

Line 65 – GC-Other Revenue – staff to check what the anomaly is between the 2012 actual and budget

Line 99 –projected surplus

MOTION #COW-12-410 (Verbal)

MOVED BY: Peter Wagland
SECONDED BY: Gail Code

THAT the Committee of the Whole approves that the 2012 surplus under Corporate Management be transferred to General Government Equipment Reserves.

ADOPTED

Fire Department

It was noted that there were too many expenses for the Fire Department. There should only be one line for expenses and that would be the amount that the Fire Department apportions to the Township. These expenses should be forwarded to the Fire Department.

Staff Direction: Contact Tay Valley to find out what staff are doing in regards to Fire Department expenses in their budget

Line 190 – Dry Hydrant was deleted from the budget – This amount was projected for in 2012.

Line196 - POA revenues: There was a large gap between the 2012 actuals and the 2013 projected revenues.

Staff Direction: Contact the Town of Perth to find out how much revenue they owe the Township for fines.

Conservation Authorities: There was no mapping project for RVCA so \$3,000 was removed.

Line 217 = \$4,000

Line 218 = \$0

Line 219 = \$4,000

Line 219 = \$4,000

Line 221 = increase \$1,000 for lake plan for total \$16,606

Line 223 = \$4,000

Building Department: Line 234

Staff direction: To show how the \$160,000 projected revenues are distributed in the building department budget.

Line 279 – Dog Tag Revenues: reduced from \$25,000 to \$20,000

MOTION #COW-12-411 (Verbal)

MOVED BY: Ken Fournier
SECONDED BY: Peter Wagland

THAT the Committee of the Whole approves using Short Form Wordings for by-law enforcement.

ADOPTED

Transportation

It was noted that the salaries (line 339) in transportation and (line 468) in waste disposal did not mathematically reflect the re-allocation of the Manager's (.25) and Environmental Assistant (.5) salaries. Staff were directed to investigate the discrepancy and report back.

Environment:

Direction: It was recommended that the Township establish a sub-committee to look using the Lafleche landfill site.

Social/Health/Family Services

Line 538: remove \$1,000 for the Memorial Wall. If it comes up during the year, staff will find \$1000 from somewhere in the budget.

Cemetery Expenses Line 540: leave at \$500

YAK, Food Bank, Big B&S Line 542: should be increased from \$4,000 to \$4,500

Community Halls:

It was noted that the hall revenues do not cover the janitorial services.

Direction: Staff were directed to report back on which groups are using the halls and what the rental rates area

Staff were directed to have Dave Devlin track the number of hours he spends on managing the Ferguson's Falls Community Hall

Culture & Heritage Services

Library Donations, Line 618 Lanark Highlands Library Line 618 to remain at \$3,833

Museum Donation Line 621 = \$500

Special Projects

Line 631: Re-use Centre

MOTION #COW-12-412 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Peter Wagland

THAT the Committee of the Whole approves the submission of a grant application under Valley Heartland's Local Initiatives funding program for the Re-use Centre repairs at the Township's landfill site.

ADOPTED

Line 632: Rideau Ferry Docks

MOTION #COW-12-413 (Verbal)

MOVED BY: Peter Wagland
SECONDED BY: Aubrey Churchill

THAT the Committee of the Whole approves the submission of a grant application under Valley Heartland's Community Innovation and Capacity Building Fund program for the public docks at Rideau Ferry.

ADOPTED

Economic Development

Other Donations Line 645: changed to \$5,868 (rounded off)

Planning Department

The committee discussed the proposal to raise planning fees and it was decided not to increase them in 2013.

User Fees Line 650 – reduced from \$10,000 to \$7,000

Other expenses Line 697 – (D/NE 200th Anniversary) to be inserted under Economic Development

Rideau Ferry Docks

Shawn Merriman joined the meeting at this time.

MOTION #COW-12-414 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Gail Code

THAT the Committee of the Whole recommends that Council authorize the Manager of Public Works to proceed with the design of the public docks at Rideau Ferry with Kehoe Marine Construction in the quoted amount of \$3,800.

ADOPTED

MOTION #COW-12-415 (Verbal)

MOVED BY: Peter Wagland
SECONDED BY: Gail Code

THAT the Committee of the Whole recommends that Council support the public docks at Rideau Ferry as the priority project for the community amenities funds that will be received from the Recurrent Solar projects.

ADOPTED

Councillor Wagland suggested that something should be done to lower the monitors at the council tables because they are blocking the view of the Councillors. It was recommended that staff look at the Town of Perth's Council chambers to see what they have done.

Direction: That staff investigate options and costs and report back.

Councillor Wagland asked if staff have totaled all the similar lines such as all the staff salaries, insurance, IT etc. as he would like to see it. Staff said they would prepare one for all of members of Council.

MOTION #COW-12-416 (Verbal)

MOVED BY: Gail Code
SECONDED BY: Peter Wagland

THAT the Committee of the Whole moves in-camera at 12:45 p.m. to address a matter pertaining to labour relations.

ADOPTED

MOTION #COW-12-417 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Peter Wagland

THAT the Committee of the Whole returns to regular at 12:50 p.m.

ADOPTED

MOTION #COW-12-418 (Verbal)

MOVED BY: Aubrey Churchill
SECONDED BY: Ken Fournier

THAT the Committee of the Whole accepts the recommendations in the Clerk Administrator's report dated November 30, 2012 with respect to staff salaries for 2013.

ADOPTED

The options available to Council to balance the budget include raising the waste management fee or using a portion of the projected surplus. The committee decided not to use any of the surplus and to wait until the garbage tender is opened next week and the results are available.

MOTION #COW-12-419 (Verbal)

MOVED BY: Peter Wagland
SECONDED BY: Ken Fournier

THAT the Committee of the Whole approves that the 2012 surplus be transferred to capital reserves.

ADOPTED

5. Next Budget Meeting – December 4, 2012 at 2:00 p.m.
6. Adjournment

MOTION #COW-12-420 (Verbal)

MOVED BY: Ken Fournier
SECONDED BY: Aubrey Churchill

THAT the Committee of the Whole stand adjourned at 12:54 p.m.

ADOPTED

CHAIR

CLERK ADMINISTRATOR