



**MINUTES**  
**Special Council Meeting**  
**Monday, November 27, 2017**  
**Council Chambers 6:00 p.m.**

**COUNCIL PRESENT:** All members of Council were in attendance this evening.

**STAFF PRESENT:** Lindsey Parkes, CAO/Clerk  
Angela Young, Deputy Clerk  
Mandy Cannon, Executive Assistant  
Angela Lochtie, Treasurer  
Ryan Frew, Director of Public Works  
Dave Hartwick, Fire Chief  
Kevin Murray, Roads Supervisor

**MEDIA PRESENT:** Nil.

1. **Call to Order and Roll Call**
2. **Disclosure of Pecuniary Interest and the General Nature Thereof**

There were no disclosures of pecuniary interest declared at this time.

3. **Adoption of the Agenda**

3.1 Dated November 27, 2017

**RESOLUTION - SM - 27-2017**

Moved by Councillor Lang, seconded by Deputy Mayor Armsden

***THAT** Council adopt the Agenda dated November 27, 2017 as submitted and circulated.*

**CARRIED.**

4. **Special Meeting Notice**

4.1 Notice of Special Meeting dated September 25, 2017

The Clerk read the Notice of the Special Meeting. The Notice of the Special Meeting was posted in the Township Times, on the Township website calendar, and in the Township's Notice Board. It was noted that the Agenda has been amended and has been re-posted accordingly.

**RESOLUTION - SM - 28-2017**

Moved by Councillor Brum, seconded by Councillor Lang

***THAT** Council accept the Notice of Special Meeting dated September 25, 2017 as information as submitted and circulated.*

**CARRIED.**

**5. Delegations and Presentations**

Nil.

**6. Matters Arising out of Delegations Heard**

Nil.

**7. Items of Business**

7.1 Budget 2018: Supplementary Information

**RESOLUTION - SM - 29-2017**

Moved by Councillor Lang, seconded by Councillor Brum

***THAT** Council accept the Budget 2018: Supplementary Information Report as information as submitted and circulated.*

**CARRIED.**

7.2 Draft Budget 2018: Decision Items

**RESOLUTION - SM - 30-2017**

Moved by Deputy Mayor Armsden, seconded by Councillor Lang

***THAT** Council accept the Draft Budget 2018: Decision Items Report as information as submitted and circulated; **AND FURTHER THAT** staff direction be provided on the specific 2018 budget items requested by Department Heads for inclusion/exclusion in the 2018 levy, as well as any other budget changes requested by Council.*

**CARRIED.**

Council recessed at 7:56 p.m.

Council reconvened at 8:07 p.m. with the same people present.

Council reviewed the cut/keep list. Round 1 of the cut/keep results are as follows:

**Township of McNab/Braeside  
Budget 2018  
Decision Items**

Dept	Item	Total Budget	Levy Impact	Reserve/Debt/Other Revenue Impact
<b>Changes to Date (OMPF + Minor Adj) - 25,085</b>				

**Items with No Capital Levy Impact**

*These items have been included in the 2018 draft budget, but have not impact on the capital portion of the levy. Costs are offset by reserves, reserve funds, debt, or other sources of revenue. The levy impact shown is the amortization.*

PROPERTY	STN 1 ASPHALT PAVING (CF 2016)	12,000		12,000	
	GLASGOW GARAGE OVERHEAD DOOR REPLACEMENT	20,000	500	20,000	
	MUNICIPAL OFFICE FURNITURE AND EQUIP	280,684	7,409	280,684	Reduce to \$250K
	DEMO BRAESIDE OFFICE AND STN 3 PARKING	81,600		81,600	
	MCNAB CENTRE PARK FEASIBILITY STUDY	10,000		10,000	
WASTE	STAGE 3A PREPARATION	250,000		210,911	
ASSET MGMT	BUILDING CONDITION ASSESSMENTS	30,000		30,000	

**10-Year Plan Roads, Vehicles and Equipment**

*The following capital budget is based on the 10-year roads, vehicles and equipment plan. In past years, tax dollars have been used to contribute to capital replacement as reserves themselves are insufficient to replace the \$225.5M worth of Township assets. It is EXTREMELY IMPORTANT to retain these tax dollars for capital replacement as per the 10-year plan. If tax dollars are removed, the plan will no longer be achievable without significant tax increases in future years. The goal with these 10-year plans is to keep funding consistent, with manageable, steady increases over time so as not to create sharp increases in the levy requirements year-to-year. In 2017, the Vehicle & Equipment levy funding was cut. We should be contributing \$70.7K/yr. We have only reinstated \$45K in the 2018 budget. The levy impact shown is the combination of capital contribution and amortization.*

Dept	Item	Total Budget	Levy Impact	Reserve Impact	Options
10YR CAPITALROADS PLAN VEHICLESROADS AND EQUIPMENT	2017 ROADS PLAN	1,850,000	353,500	1,274,227	
	ROADS #3 TANDEM PLOW TRUCK	250,000	4,333		
	ROADS #7 BACKHOE	135,000	- 4,000		
	CALCIUM SPREADER	6,000	300	6,000	Cut
	SLIDE DUMP BOX	10,000	385	10,000	Cut
	FIRE 97-15 PUMPER/TANKER	250,000	51,250	193,750	Keep
	HOSES, AIR TANKS, EXTRICATION	37,925	11,187	26,738	Keep
	DRY HYDRANT MILL RIDGE	5,000	167	4,833	Keep
	COMPUTER EQUIPMENT	48,000	4,975	48,000	Cut Council Computers

NEW EQUIPMENT					
Dept	Item	Total Budget	Levy Impact	Reserve Impact	Options
NEW	ROADS CALCIUM SPREADER	6,000	300	6,000	Cut (repeated)

<b>EQUIPMENT NOT IN 10- YR PLAN</b>	<b>ROADS SLIDE DUMP BOX</b>	<b>10,000</b>	<b>385</b>	<b>10,000</b>	<b>Cut(repeated)</b>
	<b>REC TRAIL MTCE: SIDE X SIDE</b>	<b>15,000</b>	<b>15,750</b>		<b>Reduce to 8k - Obtain used 4x4</b>
	<b>REC TRAIL GATES</b>	<b>12,000</b>	<b>13,100</b>		<b>Cut</b>

<b>Decision Items</b>					
<b>Dept</b>	<b>Item</b>	<b>Total Budget</b>	<b>Levy Impact</b>	<b>Reserve Impact</b>	<b>Options</b>
ALL	COLA STAFF 1.4%	20,798	20,798		Keep
	COLA COUNCIL 1.4%	1,415	1,415		Cut
FIRE	VOLUNTEER FIRE PAY CHANGE TO HOURLY	6,392	6,392		Keep
	MATERIALS TO SUPPORT ADD'L FIRE FIGHTERS (15 PER	6,000	6,000		Keep
FULL-TIME PROPERTY MTCE STAFF GRP 2 STEP A 35 HRS/WEEK FOR 34 WKS. SAME AS MUSEUM ATTENDANT POSITION	MCP	1,743	1,743		Defer – More info needed
	NEW BRAESIDE RA	5,230	-		Defer – More info needed
	DOCHART	1,743	1,743		Defer – More info needed
	WL PARK	3,485	3,485		Defer – More info needed
	PERNEEL	5,228	-		Defer – More info needed
	MUNICIPAL OFFICE	5,228	-		Defer – More info needed
	GLASGOW GARAGE	2,440	2,440		Defer – More info needed
	BRAESIDE GARAGE	2,440	2,440		Defer – More info needed
	STN 1	2,440	2,440		Defer – More info needed
	STN 2	2,440	2,440		Defer – More info needed
	STN 3	2,440	2,440		Defer – More info needed
ROADS	STAFFING: SEASONAL WINTER TO FULL TIME	38,672	38,672		Keep
	BRUSHING--INCREASE FROM 2 TO 3 WEEKS	8,000	8,000		Cut
RECREATION	ARCHIVES - MOBILE SHELVING	12,500	12,500		Keep - upon condition of Arnprior contributing other half & Archives receiving grant.
	GLASGOW GARAGE MEZZANINE	10,000	10,000		Cut
	MCP BLEACHER REPLACEMENT	4,000	4,000		Cut
	DOCHART WATER FILTRATION	3,000	3,000		Keep
	DOCHART BACKSTOPS FOR SOCCER PITCH	4,000	4,000		Reduce to \$2,000
	BURNSTOWN PARK PARKING LOT EXPANSION	5,000	5,000		Cut

	WHITE LAKE DAM SITE PORTA POTTY	875	875		Keep
	BRAESIDE BEACH EQUIPMENT	2,500	2,500		Keep
	CN TRAIL: TWP PORTION OF CYCLING GRANT	6,250	6,250		Keep
	RECREATION RADIOS	4,920	4,920		Cut
	MUSEUM STAFFING CHANGE	1,795	1,795		Change
GREEN JOBS FOR YOUTH MUS/REC	ARBORIST/HORTICULTURALIST	12,474	9,688		Cut
	GRANT	- 5,286			
	ASSOCIATED MTCE BUDGET	2,500			
SECURITY REVIEW	DOCHART PARK	1,275	1,275		Reduce to \$5,000*
	WHITE LAKE PARK	1,275	1,275		Reduce to \$5,000*
	BURNSTOWN PARK	1,275	1,275		Reduce to \$5,000*
	RED PINE BAY	1,275	1,275		Reduce to \$5,000*
COUNCIL	NEW BUILDING OPEN HOUSE	1,000	1,000		Cut
	OTHER DONATIONS	300	300		Cut

\*Total for security at all 4 locations listed.

Taking the above cuts into consideration, Treasurer Lochtie advised that the levy increase was cut by 1.5%.

Staff Direction: Staff was directed to schedule a Special Meeting on December 6, 2017 for the purpose of discussing the Perneel Building and Municipal Office Building and for the purpose of Round 2 of Budget Deliberations. Staff was further directed to cancel the Special Meeting scheduled for Tuesday, November 28, 2017.

**RESOLUTION - SM - 31-2017**

Moved by Councillor Brum, seconded by Deputy Mayor Armsden

*THAT Council agree to extend the hours of the Council meeting for 20 minutes past the adjournment time of 9:00 p.m.*

**CARRIED.**

**8. By-Laws**

Nil.

**9. Questions/Comments**

9.1 Martin Wright asked the following questions?

Q - Will you also need a trailer for the ATV?

A - We already have a trailer that can tow the ATV.

Q - Can you ask volunteers to help replace the bleachers at MCP?

A - This option will be explored.

Q - Please clarify what the beach equipment is?

A - cleans up/picks up rocks.

Q - What is the tender amount received for the Perneel Building and Municipal Office and what is the issue?

A - The class B estimate was 5.7 million, but our architects hoped to find savings that would bring the estimate down to about 4.6 million.

Q - How much money will we save if we don't do the Perneel Building renovations?

A - This information can't be determined until tender is awarded or not.

Q - Can we add \$500.00 to the budget to have a window and door installed in the change room at McNab Public School?

A - We have \$2,000 in the budget for maintenance so this will be considered. Please provide measurements as we may be able to have these items donated.

**10. Closed Meeting Session**

Nil.

**11. Confirmatory By-Law**

11.1 By-Law #2017-74 - Confirm the proceedings of the November 27, 2017 Special Meeting of Council

**RESOLUTION - SM - 32-2017**

Moved by Councillor Brum, seconded by Councillor MacKenzie

***THAT** By-Law #2017-74, being a By-Law to confirm the proceedings of the November 27, 2017 Special Meeting of Council of the Corporation of the Township of McNab/Braeside, I now deemed read a second and third time short and is hereby enacted and passed.*

**CARRIED.**

**12. Adjournment**

This Special Meeting of Council adjourned at 9:20 p.m.

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MAYOR

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CAO/CLERK