



MINUTES
Special Council Meeting
Wednesday, December 21, 2022
Council Chambers 5:00 p.m.

COUNCIL PRESENT: All members of Council were in attendance for this evening's meeting.

STAFF PRESENT: Lindsey Lee, CAO/Clerk
Angela Young, Deputy Clerk
Kelly Coughlin, Treasurer
Andrea Lamontagne, Recreation Director
Janyne Fraser, Recreation Programmer
Mandy Cannon, Executive Assistant

MEDIA PRESENT: Nil.

1. Call to Order and Roll Call

We acknowledge that we are on the unceded territory of the Algonquin Anishinaabe Peoples.

2. Disclosure of Pecuniary Interest and the General Nature Thereof

Nil.

3. Adoption of the Agenda

3.1 Dated December 21, 2022

RESOLUTION - SM - 34-2022

Moved by Councillor Robert Campbell, seconded by Councillor Kevin Rosien
***THAT** the Agenda dated December 21, 2022 be adopted as submitted and circulated.*

CARRIED.

4. Special Meeting Notice

4.1 Notice of Special Meeting dated December 14, 2022

The Deputy Clerk read the Notice of Special Meeting. This Notice was posted on the Township website calendar, on the Township Notice Board and in the Newspaper.

RESOLUTION - SM - 35-2022

Moved by Deputy Mayor Lori Hoddinott, seconded by Councillor Scott Brum

***THAT** the Notice of Special Meeting, dated December 14, 2022 be accepted 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 Day 2 - Budget 2023

Treasurer Coughlin reviewed Day 2 of the Draft 2023 Budget Presentation.

RESOLUTION - SM - 36-2022

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

***THAT** Council accept the Day 2 Budget Presentation as information as submitted and circulated.*

CARRIED.

Council recessed at 7:57 p.m.

The Council Meeting reconvened at 8:04 p.m.

Council went around the table to address any additional information they'd like to add to the budget.

Councillor Campbell questioned staff levels in the Roads Department and asked if extra work was being accomplished.

Councillor Brum would like to see the design of Fire Station #1 added to the budget (approximately \$60,000 - from reserves).

Councillor Rosien would like money allotted for newsletters to keep transparency ongoing (approximately \$15,000).

Deputy Mayor Hoddinott agrees with adding the newsletters, she'd also like to see Town Hall meetings (staff to determine an approximate budget for 4 Town Hall meetings), she'd like to see the additional 9 Firefighters added (approximately \$65,000), she agrees with adding the design of Station 1. She indicated that smart shopping needs to be exercised to help reduce costs. She'd also like to see the implementation of a community engagement portal (approximately \$15,000).

Mayor MacKenzie indicated that we should not drain the reserves in order to offset the 2023 Operating Budget. He recognizes that cuts need to be made but that Department Heads also require the resources needed to provide services. He'd like to see a comprehensive survey sent out to our residents to find out what our residents' priorities are (approximately \$5,000). Mayor MacKenzie indicated that it's not his intention to have the Committee Meetings recorded and live streamed, which should be a savings in the proposed budget. He'd also like a rug for his office (approximately \$1,000).

Staff Direction - Mayor MacKenzie would like to see the results of the pay equity review results.

Staff Direction - Deputy Mayor Hoddinott requested that a breakdown of costs for staff cell phones be provided for Council's information.

Staff Direction - Deputy Mayor Hoddinott asked that staff provide information pertaining to what the Township's three month operating budget is.

Council indicated their target tax levy increase they'd feel comfortable with for the 2023 budget as follows:

Mayor MacKenzie: 3%-4%

Deputy Mayor Hoddinott: 3.5%-4%

Councillor Rosien: 5%-6%

Councillor Brum: under 5%

Councillor Campbell: 3%-4%

It was determined that the January 3, 2023 meeting should be cancelled as there is not adequate time for staff to properly prepare for it based on the suggested changes and the Christmas holiday.

Mayor MacKenzie requested that Council go through the reserve accounts line by line and balance sheets during the January 4, 2023 Meeting.

Treasurer Coughlin identified that it would take cutting approximately \$300,000 from the proposed budget to bring the levy increase down to 3-4%.

Treasurer Coughlin further clarified with Council that it was not staff's role to make further cuts to the proposed budget until directed specifically by Council, Mayor MacKenzie agreed that this is Council's role and will take place during the cut/keep/add meeting.

8. By-Laws

8.1 By-Law #2022-100 2023 Remuneration Township Staff

RESOLUTION - SM - 37-2022

Moved by Councillor Scott Brum, seconded by Deputy Mayor Lori Hoddinott
THAT By-Law #2022-100, being a By-Law to regulate the appointment, duties and remuneration of Township Officers and Staff of the Corporation, I now deemed read a second and third time short and is hereby enacted and passed.

CARRIED.

9. Questions/Comments

9.1 Mike Groulx asked for clarification with respect to the Drainage and Revenue section of the presentation to which Treasurer Coughlin advised that this section pertains to the Tile Drainage Superintendent that manages that program.

Mr. Groulx further asked what the revenue noted in that section pertains to? Treasurer Coughlin advised that the revenue is made up of two parts, one being the amount we receive as an operating grant from the Province, which is based on their expenditures from the previous years, so we estimate an amount to help offset the costs and the second part is the amount we budget for interest revenue that's earned on tile drain loans.

Mr. Groulx asked if any of this relates to culverts to which he was advised that no, this section just pertains to Municipal tile drains. Culverts are covered under the Transportation umbrella.

9.2 Martin Wright asked and commented as follows:

Q. The Assistant Programmer position that was in the 2022 Budget, is that position now off the table? Mayor MacKenzie advised that the Assistant Programmer position is currently covered by a grant. Mr. Wright further indicated that the Programmer Assistant position was not in the 2023 budget. Treasurer Coughlin advised that this contract position is not being included in the 2023 budget.

Mr. Wright asked for and received clarification on the current staff in the Recreation department.

C - Under the Museum Salaries, Wages etc. section Mr. Wright asked if the only increase is COLA, and if so, why it equals less than 3%. He expressed his frustration with how the numbers are presented and advised that his preference would be to see a flow chart of allocations in and allocations out from all the accounts to wherever.

Q - Under the Planning Salaries wages etc. section, Mr. Wright asked why the increase shown is less than 3%. Treasurer Coughlin explained that some of Council's wages are allotted to this section and since Council's wages did not receive a 3% increase, the total increase would not equal 3%.

Q - The presentation budgets for staff to attend new Committee Meetings, Mr. Wright asked how many hours in total have been budgeted for these meetings? He was advised that a total of 270 hours were allocated for Committee meetings. There were some positions that did not have provisions for any meetings, which is now included in here. Some hours can be adjusted now, if the meetings are not being recorded.

Q - How many caretakers/custodians are there? To which he was advised just one.

C - Mr. Wright stated that he is fully in favour of the fire station design.

C - Mr. Wright would like to see new signage for the Braeside Community Centre.

C - Mr. Wright would like to see the light at the White Lake dock put up that he remembers being in the 2022 budget.

C - Mr. Wright would like to see the rink at McNab Public School updated.

C - Mr. Wright stated that surveys are nice if Council actually adheres to what's being said on the results of the survey.

Q - Mr. Wright asked why certain items aren't budgeted for but the Township still spends the money and why the same can't be done for the proposed Newsletter. Mayor MacKenzie said it is best practice to budget for such items when possible.

- 9.3 Darrell Carson requested clarification about the Mahindra tractor that was replaced to which Treasurer Coughlin advised that the spreadsheet just has to be updated to reflect the removal of the Mahindra and addition of the Kabota, which was paid for by reserves this year.

Mr. Carson also pointed out that the Ad Hoc Election Review Committee was not mentioned in the budget and should be as there will likely be some fees associated. Mayor MacKenzie indicated that Council will have to discuss the cost of staff doing committees and he's hoping staff can come up with something that works.

Mr. Carson asked clarification of the recent cancellation of the Joint Use Recreation Agreement with the Town of Arnprior and asked if the intent is to increase our programming and not negotiate a new contract? Mayor Mackenzie said the hope is to add more programming as there are lots of volunteers wanting to help out indicating that, Herbfest, for example, is mostly done by volunteers. He further stated that Council intends to renegotiate the Joint Use Recreation Agreement based on how in 2015 we had barely any programming and very little costs compared to now.

- 9.4 Deputy Mayor Hoddinott stated that there's still \$41,000 in the rebranding reserve which she thinks could be used for the 15k Community Engagement Portal, as it would fit in the criteria for this and it would keep that cost out of the budget.

Deputy Mayor Hoddinott asked if it would be possible to find out with the different wages, how much of that is being budgeted for overtime in the 2023 budget. Treasurer Coughlin advised that she can summarize this information and bring it forward.

10. Closed Meeting Session

Nil.

11. Confirmatory By-Law

- 11.1 By-Law #2022-101 Confirm the Proceedings of the December 21, 2022 Regular Council Meeting

RESOLUTION - SM - 38-2022

Moved by Councillor Scott Brum, seconded by Deputy Mayor Lori Hoddinott

***THAT** By-Law #2022-101, being a By-Law to confirm the proceedings of the December 21, 2022 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 Council Meeting adjourned at 9:47 p.m.

MAYOR

CAO/CLERK