

**SPECIAL MEETING
MINUTES**

A Special Meeting of Council of the Municipality of North Middlesex was held on Monday, February 11, 2013 in the Council Chambers with a quorum present. The purpose of the meeting was to review grant requests and to present the first draft of the 2013 municipal budget.

1. CALL TO ORDER

2. ROLL CALL

Present: Mayor Don Shipway
Deputy Mayor Chuck Hall
Councillor Ward One – Doreen McLinchey
Councillor Ward Two – Brian Ropp
Councillor Ward Three – Gord Moir
Councillor Ward Four- Andrew Hemming
Councillor Ward Five – Adrian Cornelissen
CAO - Linda Creaghe
Clerk – Jackie Tiedeman

Also present: Treasurer Chuck Daigle, Finance Co-ordinator Martha Gawley, Public Works Manager Brad Davies, Water/Sewer/Drainage Manager Glen Bullock, Recreation Manager Scott Nickles, Fire Chiefs Talo Tamminga and Scott Jones

3. DISCLOSURE OF PECUNIARY INTEREST

None at this time

4. DISCUSSION OF 2013 GRANT AND GRANT IN LIEU REQUESTS

A total of 43 requests were submitted to Council for consideration. Council concurred that a minimum fee to hall rentals should apply due to the fact that there is still a cost to have staff open and close the facility as well as clean afterwards. Rentals to organizations for fundraising purposes was determined to be \$200.00 if on a weekend and weekdays would be \$50.00. The following is a summary of the verbal decisions made:

Organization	2013 Assistance Granted in Cash Grant	2013 Assistance Granted in Grant in Kind
Order of Eastern Star		\$383.00
VON Middlesex		\$1,760.00
Craig Lodge 574		\$ 300.00
St.Andrews Presbyterian		\$ 447.00 72.00
Parkhill Area Horticultural Society	\$3,500.00	
NM Community Policing	\$1,500.00	
Parkhill Leisure Club	\$3,714.00	
Santa Claus Parade	\$1,000.00 Insurance under municipal policy	\$50.00/event
Ye Olde Town Hall	\$3,714.00	
AC Presbyterian Church		\$ 232.00

North Middlesex Ministerial Assoc		\$350.00
Canada Day Committee	\$500.00	\$153.00
Ailsa Craig Lions		\$259.00
Parkhill Silver Blades	0.00	0.00
Grace Bible Chapel		\$3,280.00
AC Firefighters Assoc	\$600.00	Parade
		\$ 741.00 for Halloween Dance N/C for hall for Nov.28 proceeds for parade
NM Firefighters Assoc		\$ 383.00
AC Gala Days	\$2,000.00 Insurance Costs	Facility Rental by Agreement
Corbett Community Centre	0.00	0.00
AC Comm Quilt Festival		Book two weekends – one free weekend authorized.
Parkhill Agricultural Society	\$5,000 towards insurance costs	Facility rental by agreement for fair \$383.00 for New Years Eve Dance rental
NMDHS		Policy in place for schools
AC Area Food Bank		Landfill use by policy
East Williams Optimist		\$197.00 breakfast with Santa \$45.00 public speaking contest \$45.00 spelling bee
1 ST Boy Scouts	0.00	0.00
AC United Church		\$631.00
Sacred Heart CWL		\$343.00
Thedford Sylvan United Church		Withdrawn
VON		\$612.00
Plowmans	\$100.00	
Middlesex 4-H	\$100.00	
South Huron Hospital	0.00	0.00
Parkhill Legion		Relief of taxes by by-law
Ailsa Craig Legion		Relief of taxes by by-law
North Middlesex Medical Centre	\$1,500.00 municipal portion of taxes	 \$383.00 Hall rental

The following motions were then made to specific requests:

MCLINCHEY/ROPP: That the request to reduce ice rental costs from the North Middlesex Stars be deferred until debt is paid in full.
CARRIED

ROPP/CORNELISSEN: That the Ailsa Craig Historical Society be granted \$3,714.00 which is in keeping with other grants for municipal buildings.
CARRIED

HALL/ROPP: That the request of 3,490.00 for flowers and \$500.00 for flags for Ailsa Craig Main Street be granted.

CARRIED

MOIR/CORNELISSEN: That the request from Women on a Mission be denied

CARRIED

MCLINCHEY/ROPP: That the total rental request from Youth for Christ for their 25th anniversary be granted. Also that the previous request from the 1st Parkhill Scouts be amended to reflect a total rental grant as opposed to the \$200.00 fee.

CARRIED

HALL/ROPP: That the request from McGillivray Taekwon Do be deferred to the budget as a maintenance item.

CARRIED

ROPP/MCLINCHEY: That the request from the Ailsa Craig & Area Food Bank for a donation towards the new building and waive fees for the building permit be deferred at this time.

CARRIED

HALL/CORNELISSEN: That the request for additional funds for doctor recruitment be deferred until more information is received on their plans.

CARRIED

5. PRESENTATION OF FIRST DRAFT OF BUDGET

Treasurer Chuck Daigle provided a preamble to the budget process. He then proceeded with the overview of the assessment growth and the proposed council and administration portion of the budget. Highlights included the increase to the benefits through OMERS and upcoming union contract negotiations. The OMPF Allocation Grant has dropped by \$60,000 over last year and the trend will likely continue.

Fire Chiefs Talo Tamminga and Scott Jones then provided an overview of budget requirements from each of their stations. Some highlights included proposed safety equipment purchases such as SCBA bottles, bunker gear, helmets as well as maintenance items for the halls. They proposed an allocation to the reserves in the amount \$103,000 which has taken place in previous years which is then used to help finance new capital equipment. An increase to the training budget is proposed which will include more specialized training for each station. A cost to reactivate the Parkhill siren was estimated to be \$10,000. The purpose of this would be to act as an early warning device for weather events such as a tornado. The siren in Ailsa Craig is still active. There was discussion regarding the proposed replacement of the 1992 tanker in Ailsa Craig.

Public Works Manager Brad Davies then presented his draft budget. Highlights included a provision for an additional staff person for 8 ½ months, we currently have a position for approximately 3 ½ months. This position would perform light maintenance on all municipal equipment and would also cover for vacation/sick time coverage. There is also a provision for 160 hours in the snow portion to allow for a backup or standby person solely running snow removal equipment. Allowance has also been made for a lead hand position when necessary. The roads loan expires in 2019. Increases are proposed to roadside cutting and brushing if a boom style mower is purchased. A provision has also been made to continue with contracting out for a licensed arborist company to maintain and work in the urban areas. Another big factor in the budget is the anticipated work to be completed this year on the Cameron Gillies Drain which is approximately

\$120,000. Other pertinent budget items are the rehabilitation of the Mawson Pit and the change over of street lights to LED in capital budget. Waste collection indicates revenue is down through bag tags sales and a reduction in recycling rebates that the municipality receives. The changeover to a transfer station at the Parkhill landfill Site is still progressing and there are expenses associated with engineering and equipment that has been included for this changeover.

Recreation Manager Scott Nickles presented his facilities and recreation draft budget. Highlights of this portion of the budget include a provision for extending the current 24 hour/week position from the current 7 months to 12 months. The bank loan which amounted to \$245,418.00 in previous years is now paid. Professional engineering in 2012 was higher than expected for the new building and shows as over budget, otherwise, there was no significant change in the operation portion of the budget. Capital budget items were identified as the new administration building as well as replacement of the arena floor as a high priority in this department. Mr. Nickles will be obtaining a cost estimated from the engineer on the arena floor.

MCLINCHEY/HEMMING: That curfew be waived at 10:15 p.m. to finish the remainder of the presentations of budget.

CARRIED

The Treasurer then outlined the Planning, Zoning and Economic Development budget. The economic development portion is new for 2013. Deputy Mayor Hall explained that this money is for the completion of a sustainability study. This study will assist in prioritizing capital projects and hopefully aid in obtaining funding for these projects. He discussed a possible investment opportunity which relates to flax fibre. More information will be coming to Council on this project in the near future. Deputy Mayor Hall indicated that he would like to see an additional \$65,000 included in the economic development budget.

Drainage Superintendent Glen Bullock presented the drainage budget. Past drainage invoicing is almost complete and will now remain up to date. Engineering costs have been reduced in this budget and these costs can be recovered from the drainage work when it is completed.

The Water and Sewer Budget will be presented separately from this budget, however, some of these highlights will include a provision for hiring a student in a specialized field that can assist with the GIS infrastructure project as well as the Infiltration Study for Parkhill and Ailsa Craig. He also is making provision in this budget for a pager system and lead hand so that he is not all call 24/7 all year long.

Councillor McLinchey advised that she is recommending that some funding from the Hydro Proceeds Committee could assist with the cost of the guard rails by the Cameron Gillies Drain and possibly some of the street light conversions in Parkhill.

The removal of the railroad bridge in Ailsa Craig was also discussed and is currently under capital projects.

Councillor Moir indicated that he would like to see the budget reduced to the same dollar value as last year.

Council was concerned that the assessment is going up as well as the water and sewer rates and this will all have a big impact on the ratepayers.

MOIR/CORNELISSEN: That staff be directed to review their departments budget and report back what savings can be proposed.
Direction was given to have the same dollars raised as last year which means a reduction of approximately \$300,000.00 or 5%.

CARRIED

After some discussion, the Treasurer and CAO suggested that the insurance claim budget could be reduced and the fire truck reserve be postponed until next year and this would amount to \$300,000 in savings. Council felt that staff should still proceed with reviewing their budgets as directed in the motion.

6. ADJOURNMENT

ROPP/MCLINCHEY: That the meeting adjourn at 11:30 p.m.
CARRIED

MAYOR

CLERK