



MUNICIPALITY OF NORTH MIDDLESEX SPECIAL MEETING MINUTES

The Special Meeting of the Council of the Municipality of North Middlesex was held on Wednesday March 22, 2017 in the Council Chambers, Shared Services Centre, 229 Parkhill Main Street, Parkhill with a quorum present.

1. CALL TO ORDER

Mayor Shipway called the Regular Meeting to Order at 7:00 p.m.

2. ROLL CALL

Present:

Mayor Don Shipway

Deputy Mayor Brian Ropp

Councillor Ward One Doreen McLinchey

Councillor Ward Two Joan Nichol

Councillor Ward Three Gord Moir

Councillor Ward Four Andrew Hemming

Councillor Ward Five Adrian Cornelissen

Clerk, Jackie Tiedeman

Director of Finance and Administration Services/Treasurer, Nandini Syed

Director of Infrastructure and Operations, Jonathon Graham

Director of Emergency, Fire and Safety Services, Will Davidson

3. DISCLOSURE OF PECUNIARY INTEREST

None

4. BUDGET PRESENTATION

Nandini Syed brought forth a power point presentation regarding the 2017 Budget. The presentation provided an outline of the various components to consider when preparing for budget deliberations.

The following topics were covered:

Understanding Tax Rate Calculation
Budget Principles & Budget Drivers
Departmental Operating & Capital Budget Highlights
Net Budget Impact: Levy Impact
Homeowner Impact
Debt Level and Summary of Reserves Transfers
Looking Forward

Following an explanation of the tax rate calculation, Ms. Syed then expanded upon the Budget Principles: Transparency, Financial Sustainability, Risk Management, Maintaining Service Level, Asset Management Plan and Timeline and then Budget Drivers: OMPF (Ontario Municipal Partnership Fund), Policing Cost, Salaries & Benefits, Cost of running Operations, Assessment Growth and One time budgetary items. She then went through each departments operating budget explaining how the overall budget is financed. The following breakdown of funding sources applies to all departments at different apportionments, ie: Department revenues and/or user fees; reserves, grants and taxation.

The gradual phasing out (15-20% per year) of the OMPF funding will greatly impact the municipality in the future.

Ms. Syed then reviewed the Levy and Tax Rate Impact of the Operating and Capital Budgets. It was presented that the current budget would result in a difference of 8.52% over the 2016 Levy. There would be a 1.56% difference over the 2016 Tax Rate.

An example was then provided on how this Levy and Tax Rate Impact would affect a residential house.

2016 Average Residential Assessment: \$220,000 would pay \$1,742 municipal tax amount

2017 Average Residential Assessment: \$221,000 would pay \$1,777 municipal tax amount. This results in a \$35.00/year increase.

Both of these examples excludes the Education Tax as set by the Province and County Tax portion as set by Middlesex County.

The Debt Servicing was then reviewed. The Total Debt for the Municipality is \$1,473,648.39. The breakdown for this total is as follows:

Ailsa Craig/Nairn Wastewater Servicing:	\$ 35,939.64	last payment: Aug/17
McLeod Street Reconstruction and Expansion	\$ 312,708.75	last payment: Feb/19
Shared Service Building-Library Portion	\$1,125,000.00	last payment June/22

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The Transfers to and from Reserves were explained in detail.

In the short term (over the next 2 years) the following recommendations were set out: Budget Policy, 10 Year Capital Plan, Updating Asset Management Plan, Budget Software, Asset Database Software and Community Involvement.

In the Mid to Long Term: OMPF Analysis, Debt Capacity Analysis, Service Level Analysis, Multi-Year Operating Budget, Investment, Developing financial strategies.

Council commended Ms. Syed for a job well done and for providing such an informative presentation. Several questions were asked by Council relating to:

Studies and clarification as to when they are mandatory vs recommended. Staff responded that studies may not always be mandatory but rather are recommended as they provide value in many different ways .

Reserves (less regulated and more general in nature) vs. Reserve Funds (which are managed by a specific *Act* collected for a specific purpose)

Asset Management Plan (Linear Assets vs. Comprehensive Plan)

A discussion then ensued regarding the status of the Proposed Capital Wish List. It was confirmed that these were not included in the budget as presented. Mayor Shipway indicated that there was a council motion to direct staff to proceed with getting estimates for the renovations in the council chambers and boardroom to accommodate the community policing office. Staff responded that they will proceed with Council's direction on this matter and that a report will be prepared detailing cost estimates along with possible sources of funding.

Capital Equipment Purchases: Jonathon Graham, Director of Infrastructure and Operations assured Council he will prepare a comprehensive report on equipment purchases in the near future for their consideration.

Deputy Mayor Ropp indicated his approval of the Director of Finances suggestion to form a Budget Committee. He advised that the County has this approach and it works very well.

The Director of Emergency Services, Will Davidson, commented that his budget is straightforward this year and are funding through reserves for his capital projects or purchases.

MOTION #100/2017

MOIR/MCLINCHEY: That Council accept, in principle, the 2017 Operating and Capital Budget

CARRIED

5. ADJOURNMENT

MOTION #101/2017

ROPP/NICHOL: That the meeting adjourn at 8:35 p.m.

CARRIED

MAYOR

CLERK