

# The Corporation of the Township of Lucan Biddulph

# Budget Meeting

# Council Minutes

**Present:** Mayor C. Burghardt-Jesson, Deputy Mayor D. Manders, Councillor D. Regan, and Councillor A. Westman.

**Also Present:** R. Reymer- CAO/Clerk, P. Smith-Facilities Manager, K. Langendyk, Treasurer, T. Loyens-Deputy Treasurer, T. Merner-Deputy Clerk

**Absent:** Councillor P. Mastorakos

### Call To Order

Mayor C. Burghardt-Jesson called the special meeting to order at 8:30 a.m. at the Township Office and noted that this special meeting was to undertake review of the 2019 draft municipal budget.

### Declaration of Pecuniary Interest & Nature Thereof

None.

### 2019 Draft Budget

R. Reymer and K. Langendyk reviewed the line items of the 2019 budget and the following comments were made:

#### *Revenue*

- R. Reymer reviewed the taxation revenue and explained how we arrive at that number. R. Reymer and K. Langendyk then proceeded to go through the Revenue stream of the budget;
- Mayor C. Burghardt-Jesson asked what will be done with the revenue from the Cannabis Implementation Fund and R. Reymer advised that most will be used towards policing costs;
- K. Langendyk advised there is still money left from the Main Street revitalization grant and that L. deBoer has a list of projects for use of those funds which have to be completed by February 2020;
- R. Reymer advised the Public Works revenue line has decreased because we no longer operate our own large item clean-up day therefore revenue from scrap metal collection is no longer taking place;
- K. Langendyk explained the actual revenue for P.O.A. is from 2018 and this year's budget is based on 2018 revenue;
- K. Langendyk advised the Industrial Park revenue is located under Capital to offset expenses;

Deputy Mayor D. Manders joined the meeting at 9:15 a.m.

### *Expenses*

- K. Langendyk advised the salaries line for 2019 budget includes the new grid calculation;
- K. Langendyk advised the Economic Development expense includes the salary for EDC position;
- K. Langendyk advised the Audit Fee is the actual expense to date so far this year and last years was higher due to extra time spent while Treasurer position was vacant;
- Mayor C. Burghardt-Jesson asked if there has been any more discussion regarding taking on payroll ourselves and R. Reymer noted the auditor advised would be best to do so at the beginning of a calendar year;
- Councillor D. Regan questioned if we should increase the Legal & Consultants budget to cover current lawsuit expenses and R. Reymer advised we would have to pull from tax stabilization account and recommended we keep budget at \$50,000;
- K. Langendyk advised the donation line included a \$10,000 donation made last year to Jessica's House and this year's budget will return to \$2,500;
- R. Reymer advised that there is not enough money going into Lucan Biddulph fireboard reserve for purchase of next piece of equipment i.e. truck. Discussion was had regarding increasing the levy or just being prepared to assist in future. Increasing the levy would result in more funds sitting in fire board reserves, however future reduced services i.e. possible amalgamation could change things. It was decided to keep both fire board levies at 2%;
- R. Reymer advised discussion has been raised in the past regarding hiring our own building inspector and cautioned that we would be looking at more cost than what we are currently paying/budgeting for. Mayor C. Burghardt-Jesson noted we are getting the service we are paying for currently. R. Reymer noted if we did hire our own inspector we would still require a back-up services agreement. Deputy Mayor D. Manders commented he is in favour of leaving building inspector services as is;
- Councillor A. Westman cautioned that with the recent provincial cuts the Conservation Authorities are going to be looking for more money therefore we could be looking at higher fees next year.
- Mayor C. Burghardt-Jesson advised a report should come to council to explain options for vehicles in the future, i.e. purchasing, trade-in etc.;
- K. Langendyk advised new tires and fluid are needed for the grader this year, therefore an increase to budget was made;
- Mayor C. Burghardt-Jesson asked why the increase to 2017 Freightliner budget and K. Langendyk advised she would clarify with J. Riddell and reduce the 2019 budget if possible;
- R. Reymer noted there is a lot of sidewalk repair needed therefore the budget was increased to reflect. Deputy Mayor D. Manders questioned whether this is a good year to complete sidewalk repair without having a public works manager currently to tender and manage project;
- K. Langendyk advised the Misc. Expense will need to be allocated into both Public Works and Parks & Rec departments;
- R. Reymer advised Stump Removal budget was left the same although we usually are lower than budget;
- R. Reymer advised we have requested to join the Elgin Middlesex Purchasing Cooperative group for sand/salt. He further noted we have been given notice

that we can no longer use the MTO salt dome on Roman Line after the 2019/2020 season and this will be something we need to look into for future;

- R. Reymer advised the street sweeping budget was increased to cover an additional sweep of Main Street after Baconfest;
- R. Reymer advised the Street Lights budget was decreased as we are now starting to see the energy reduction with LED lights. Deputy Mayor D. Manders questioned if we could possibly reduce to \$20,000;
- Mayor C. Burghardt-Jesson asked staff if a report could come to council with costs spent on large-item clean-up day and spring green waste bins;
- R. Reymer advised Christmas light order has not been placed this year until budget was confirmed;
- R. Reymer advised Planner expense is paid through the County levy therefore we can remove the Planning-Consultant line from budget;
- R. Reymer advised the BM Ross Consulting Fees will be paid from development charges;
- Mayor C. Burghardt-Jesson asked where Marianne Love's fees will be accounted for and R. Reymer advised Administration;
- R. Reymer advised Vehicle & Equipment Reserve is up 2% therefore amendment will be made to reflect same;
- K. Langendyk advised we should have the building reserves amount for next meeting once auditor has completed 2018;
- Councillor D. Regan asked if there is a timeframe on when the Efficiency Grant money has to be used and R. Reymer advised no;
- Deputy Mayor D. Manders asked where purchasing of land for parks & recreation would fall under and R. Reymer advised Parks & Rec capital expenses;
- T. Loyens explained that User Fees, Administrative is higher than budget because split between water and sewer fees has not been completed to date;
- Mayor C. Burghardt-Jesson asked why nothing was spent on Lucan Booster station when we budgeted \$92,000.00 for it? T. Loyens advised she will confirm with J. Riddell and noted it is possible that amount was budgeted for Scada upgrades;
- R. Reymer gave an update on the Nagle Drive watermain project and noted that an agreement is being worked on with Lewis before we can start survey work;
- K. Langendyk advised it was just discovered that we did receive the CWWF Federal Grant funds in February this year;
- The Sanitary Sewer System expenses were reviewed and T. Loyens noted telephone expense would decrease once Scada System upgrade is completed;
- Discussion was had regarding total acreage needed for soccer fields and the importance of designating more recreational land as we grow;
- P. Smith advised staffing on weekends at the community centre is an issue and currently we only operate with one person on shift during weekends. He noted that hiring qualified part-time staff to help fill evenings and weekends would be beneficial;

- R. Reymer advised we could use Efficiency Money for fibre optic cost at Public Works building and Furnace upgrade at Scouts Hall. Mayor C. Burghardt-Jesson questioned if this is type of efficiencies government is intending money be used towards;
- Deputy Mayor D. Manders asked staff to speak with County IT Department to see if there are any other options for upgrades to internet at Public Works building, as cost seems high to complete just for Emergency Back-up requirements;
- P. Smith advised Lucan Minor Soccer was not ready to contribute towards soccer field upgrades this year. He further noted it may still be possible to do drainage repairs this year;
- K. Langendyk advised the daycare loan is in process, however no approval yet;

Councillor A. Westman left the meeting at 12:15 p.m.

- R. Reymer advised a new line item was added for upkeep to gardens and pathway in Ridge Crossing subdivision and same will need to be done for Olde Clover Village once we assume that subdivision;
- R. Reymer advised a new line item was added to re-grade the Lucan dog park. P. Smith noted he has spoke with Joe Dewan and confirmed we can do the work with our own equipment at minimal costs;
- P. Smith advised a boom truck will need to rented to finish ball park lights at Granton Ball Park;

Council was asked to direct any further questions about the draft budget to the department managers and K. Langendyk advised she would confirm the next budget meeting date in the next week.

**1/ Adjournment**

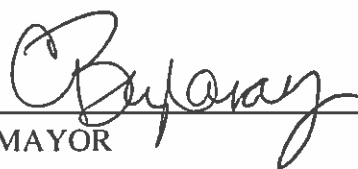
*Moved by D. Manders*

*Seconded by D. Regan*

*Resolved that the Council meeting be adjourned at 12:33 p.m.*

CARRIED

MAYOR



CLERK

