

**The Corporation of the Township of Tay**  
**Special General Government & Finance Committee**  
**Meeting**

**Thursday, January 24, 2019**  
**10:00 a.m.**

**Present:** Mayor Ted Walker  
Councillor Paul Raymond  
Councillor Sandy Talbot  
Councillor Jeff Bumstead  
Councillor Mary Warnock  
Councillor Barry Norris

**Staff Present:** Robert Lamb, CAO/Deputy Clerk  
Alison Gray, Clerk  
Peter Dance, Director of Public Works  
Joanne Sanders, Director of Finance  
Steve Farquharson, Director of Planning & Development  
Brian Thomas, Fire Chief  
Lindsay Barron, Financial Analyst  
Bryan Anderson, Manager of Parks, Recreation & Facilities  
Lyle Bergstrom, Manager of Roads & Fleet  
Mike Emms, Superintendent of Water & Wastewater  
Daryl O'Shea, IT Coordinator

**1. Call to Order**

Mayor Walker called the special meeting to order at 10:00 a.m.

**2. Adoption of the Agenda**

Mayor Walker inquired as to any additions, deletions or amendments to the agenda.

After discussion and consideration the following motion was moved by Councillor Talbot and seconded by Councillor Bumstead recommending the following to Council for consideration:

**That the January 24, 2019 agenda be adopted as circulated.**  
**Carried.**

**3. Disclosure of Interest**

Councillor Bumstead declared a pecuniary interest on the cost of living adjustment for staff as he has a family member employed with the municipality.

Mayor Walker turned the meeting over to the Vice Chair of General Government & Finance, Councillor Raymond. Councillor Raymond assumed the Chair.

**4. Staff Reports / Other Business**

**4.1 Presentation from the Director of Finance and Financial Analyst regarding Overview of Budget Process and Long Term Plan**

The Director of Finance provided an overview of the budget process to date and approved Long Term Plan, as outlined in her PowerPoint presentation.

**4.2 We received a report from the Director of Public Works regarding Roads Long Term Plan Update**

We received Staff Report No. PW-2019-07 from the Director of Public Works regarding a Roads Long Term Plan Update.

Council referred the recommendation for consideration with the rest of the 2019 Budget.

**4.3 Report and Presentation from the Director of Finance - Re: 2019 Preliminary Operating & Capital Budget**

The Director of Finance and Financial Analyst reviewed the highlights from Report No. GGF-2019-06 with respect to the Preliminary 2019 Operating and Capital Budget, and Department Heads then addressed their individual items.

Staff was directed to report back with a review of the current corporate structure.

Staff was directed to report back regarding a Management Study to be undertaken in 2019.

Council directed that the Heritage Sign Program be removed from the budget as there is no Heritage Committee in place at this time, and that the base Heritage Committee budget remain at \$5,200.

Council directed that consideration of a permanent reserve transfer to capital be dealt with at the April Budget meeting.

Staff was directed to report back on options to hard surface the Oakwood outdoor rink for \$25,000.

Council temporarily recessed at 12:45 p.m.

Council reconvened at 1:15 p.m.

After discussion and consideration, a motion was moved by Councillor Talbot and seconded by Councillor Warnock recommending the following to Council for consideration:

**That Staff Report No. PW-2019-07 regarding the update of the Long Term Plan for Roads be received;**

**And that the 2019 road program be approved with the following amendments:**

- **Gratrix Road be removed for 2019 and that the Director report back on alternatives for the budgeted \$600,000;**

**And that the 2019 design for the 2020 and 2022 watermain/road project be approved.**

**Carried.**

**Councillor Bumstead declared a pecuniary interest and removed himself from the dais.**

After discussion and consideration, a motion was moved by Councillor Warnock and seconded by Councillor Norris recommending the following to Council for consideration:

**That Staff Report No. GGF-2019-06 regarding the Preliminary Operating and Capital Budget be received and that the following motions be brought forward to the next Council Meeting;**

**That the CAO is hereby authorized to implement a 2.5 percent cost of living increase to the salary administration plan, the volunteer firefighter compensation and council remuneration, effective January 1, 2019.**

**Carried.**

**Councillor Bumstead resumed his seat.**

#### **Staff – IT Technician**

After discussion and consideration, a motion was moved by Councillor Norris and seconded by Councillor Warnock recommending the following to Council for consideration:

**That a new position of Information Technology Technician be added to the complement effective May 1, 2019.**

**Carried.**

#### **Student Position – Planning Department**

After discussion and consideration, a motion was moved by Councillor Norris and seconded by Councillor Bumstead recommending the following to Council for consideration:

**That an additional 18 week student position be added to the complement to assist with administrative support in the Planning & Development Department.**

**Carried.**

### **Severn Sound Sustainability Plan Steering Committee**

After discussion and consideration, a motion was moved by Councillor Talbot and seconded by Councillor Warnock recommending the following to Council for consideration:

**That the 2019 Budget request from Severn Sound Sustainability Plan Steering Committee of \$10,200 be approved.**

**Carried.**

### **Severn Sound Environmental Association**

After discussion and consideration, a motion was moved by Councillor Bumstead and seconded by Councillor Talbot recommending the following to Council for consideration:

**That the 2019 Budget request from Severn Sound Environmental Association for continuation of the Invasive Species Program of \$7,500 be approved.**

**Carried.**

### **North Simcoe Economic Development Corporation**

After discussion and consideration, a motion was moved by Councillor Talbot and seconded by Councillor Warnock recommending the following to Council for consideration:

**That the 2019 Budget request from North Simcoe Economic Development Corporation to increase Tay Township's contribution  $\frac{3}{4}$  of 1% of funds raised by general taxation including OPP being an increase of \$29,500 to total \$64,500 be approved.**

**Carried.**

### **Georgian Bay General Hospital Foundation**

After discussion and consideration, a motion was moved by Councillor Warnock and seconded by Councillor Talbot recommending the following to Council for consideration:

**That a donation of \$25,000 be made to the Georgian Bay General Hospital Foundation in the 2019 to 2022 budget years for capital improvements.**

**Carried.**

### **Georgian Bay Forever – Phragmites Program**

After discussion and consideration, a motion was moved by Councillor Warnock and seconded by Councillor Talbot recommending the following to Council for consideration:

**That the request of from Georgian Bay Forever to increase their funding from \$10,000 received in 2018 to \$15,000 for the 2019 budget year, for continuation of the phragmites program be approved.**

**Carried.**

### **Library Board**

After discussion and consideration, a motion was moved by Councillor Bumstead and seconded by Councillor Talbot recommending the following to Council for consideration:

**That the request for additional funds from the Library Board in the amount of \$35,347 be deferred until the current Board members have had an opportunity to review the budget with the current CEO.**

**Carried.**

### **Fire Department – Spills Trailer**

After discussion and consideration, a motion was moved by Councillor Talbot and seconded by Councillor Warnock recommending the following to Council for consideration:

**That an amount of \$3,000 be added to the preliminary budget to fund heating and air conditioning in the spills trailer.**

**Carried.**

### **Capital expenditures**

After discussion and consideration, a motion was moved by Councillor Talbot and seconded by Councillor Warnock recommending the following to Council for consideration:

**That the total capital expenditures of \$20,135,052 be approved.**

**Carried.**

### **Preliminary Budget Approval**

After discussion and consideration, a motion was moved by Councillor Talbot and seconded by Councillor Warnock recommending the following to Council for consideration:

**That the preliminary budget, as amended, be approved and that Staff be given authority to proceed with the Capital program as well as projects and initiatives identified in the operating budget.**

**Carried.**

Councillor Raymond passed the Chair to Mayor Walker.

#### **4. Adjournment**

Moved by Councillor Warnock and seconded by Councillor Talbot.

**That this Special General Government & Finance Committee meeting adjourn at 2:49 p.m.**

**Carried.**

Minutes Recorder – Alison Gray, Clerk