



## Minutes

### Municipality of West Grey Special Committee of the Whole (2017 Preliminary Budget) Meeting

Held on Tuesday, January 10, 2017 at 9:17 a.m.

At the Council Chambers – West Grey Municipal Office

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<u>Council</u>	Mayor Kevin Eccles, Deputy Mayor John A. Bell, Councillor Bev Cutting, Councillor Doug Hutchinson, Councillor Carol Lawrence, Councillor Rob Thompson
<u>Staff</u>	Larry C. Adams, CAO/Deputy Clerk; Mark Turner, Clerk (left meeting at 12:18 p.m. – Director of Finance/Treasurer took remainder of minutes); Kerri Mighton, Director of Finance/Treasurer; Kim Storz, Chief Librarian/CEO – during item #1
<u>Others</u>	Tim Dyck, Chair, West Grey Public Library Board – during item #1

### **Declaration of Pecuniary Interest and General Nature Thereof - None**

### **Items of Business:**

#### **1. West Grey Public Library Board 2017 Budget Update**

The Chief Librarian/CEO reported that the proposed budget increase for the West Grey Public Library Board was reduced to 1.98% excluding the impact of the elimination of the transfer from reserves which results in a total increase of 10.24%.

#### **2. Director of Finance/Treasurer – Report FTR #01/10/17**

##### Item Deferred from Previous Meeting

Staffing Considerations (The Committee of the Whole discussed the possibility of hiring a part-time Economic Development/Communications Officer (i.e. 3 days/week), and directed that \$50,000 be allocated from the Economic Development Reserve for the proposed position. The proposed part-time Economic Development/Communications Officer can also promote recreational services. The CAO/Deputy Clerk will bring back a proposed job description and budget for the proposed part-time Economic Development/Communications Officer, with consideration for recreation options.

The CAO/Deputy Clerk is also to investigate the licensing of municipal facilities for possible implementation by 2018.

The Committee of the Whole discussed the possible hiring of a part-time seasonal position for parks related work. No direction was given at this time.

(2) January 10, 2017

## 2017 Preliminary Budget

### i) 2017 Overall Budget Summary

Parks Budget Summary - \$74,150 was in 2016 operations and capital budget. Entrance Signs line item (\$9,000) was moved from Parks to Public Works Department, to be accommodated within the proposed the 2017 Public Works budget, resulting in a revised proposed operations/capital budget of \$67,000. The reference to "cameras & cables" in Durham Parks Building Maintenance budget is to be removed, however, the \$1,000 line item for maintenance in general is to remain in the proposed budget.

The Committee of the Whole temporarily adjourned for lunch at 12:18 p.m., and reconvened at 1:15 p.m.

It was confirmed that a separate line for Mileage will be added to the Parks Budget but the budget amount of \$1,000 will be reallocated from within the existing budget total. Claimants will be required to submit monthly mileage on the municipal Mileage Claim Form.

Discussions ensued on the use of the Revenue Stabilization Reserve for the phase-in of OMPF grant losses and it was decided to increase the transfer from the Revenue Stabilization Reserve by \$25,000 for a total of \$100,000 for 2017.

The Capital Project Summary was reviewed. It was the consensus to reduce the transfer to Police Station Reserve from \$150,000 to \$75,000 with the intention that the transfer to reserve be increase to \$150,000 for 2018 which would represent an estimate of the annual loan payment once a new building is completed.

It was confirmed that the Elmwood Community Centre budget included the increase to their annual operating funding to \$15,000 based on Brockton also approving the change; the funding for Elmwood Community Centre kitchen renovation project of \$10,000 will be transferred from the Elmwood Hydro Reserve; and the budget also includes the one-time funding request of \$8,700 from the Saugeen Municipal Airport.

The \$10,000 library capital will be allocated towards replacement of the HVAC and/or AC units at the Durham Library and it was noted that this is a West Grey Council project and not a West Grey Library Board project so Council will provide the final tender approval.

(3) January 10, 2017

Discussions ensued on the projected balance in the Insurance Reserve and it was the consensus that the 2017 transfer to Insurance Reserve be reduced by \$60,000.

With the changes made to the 2017 budget during the meeting the budget increase for West Grey would be 2.1%.

**Cutting-Bell, Resolved that, the Committee of the Whole recommends the 2017 Operating & Capital Budget be presented to Council for approval. ... #COW 1-17 Carried.**

**Adjournment**

**Cutting, Resolved that, we do now adjourn at 2:43 p.m. Carried.**

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John A. Bell, Mayor (Acting)

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Larry C. Adams, CAO/Deputy Clerk