

THE CORPORATION OF THE TOWN OF GEORGINA

SPECIAL COUNCIL MINUTES

2012 BUDGET

Thursday, April 12, 2012
(9:05 a.m.)

1. MOMENT OF MEDITATION:

A moment of meditation was observed.

2. ROLL CALL:

The Deputy Clerk gave the roll call and the following Council Members were present:

Mayor Grossi

Regional Councillor Wheeler (left at 8:05 p.m.)

Councillor Craig

Councillor Davison

Councillor Hackenbrook (left at 8:05pm)

Councillor Smockum

Councillor Szollosy

Winanne Grant, Chief Administrative Officer

Rebecca Mathewson, Director of Administrative Services and Treasurer

Darlene Carson-Hildebrand, Deputy Treasurer

Dan Pisani, Director of Operations and Engineering

Steve Richardson, Deputy Fire Chief

Robin McDougall, Director of Recreation and Culture

Harold Lenters, Director of Planning and Building

Mary Baxter, Director of Library Services

Robert Fortier, Operations Manager

Dan Murnaghan, Manager of Parks and Open Space

Lisa Lyons, Deputy Clerk

Carolyn Lance, Administrative Assistant to the Town Clerk

3. INTRODUCTION OF ADDENDUM ITEMS AND DEPUTATIONS:

Council members were made aware of a number of community events taking place:

4. APPROVAL OF AGENDA:

Moved by Councillor Smockum

Seconded by Councillor Davison

RESOLUTION NO. C-2012-0121

THAT THE AGENDA BE APPROVED AS PRESENTED.

Carried.....

5. DECLARATION OF PECUNIARY INTEREST:

None.

6. PRESENTATIONS:

6.1 2012 Operating and Capital Budgets – Tax Levy Supported

Rebecca Mathewson, Director of Administrative Services and Treasurer, indicated that this year's budget process has gone through some changes this year with the goal of a more streamlined budget that is easier to understand.

Winanne Grant, Chief Administrative Officer, explained that this year is a transitional year and an evolving process. Next year's budget will contain supplementary documents as well as analyses and details to support those documents, noting that a lot of work went into advancing the budget process.

Ms. Mathewson circulated the draft summary, indicating that 2.84% is the overall tax levy impact, with a net tax levy budget of \$31.1 Million. Information was provided at the bottom of this draft summary, indicating the distribution of the property taxes between the Town, the Region and the School Boards, and outlining the tax impact to the average home with a current value assessment (CVA) of \$260,000 at \$92.90 per year.

Ms. Mathewson recommended that the issue regarding a maintenance budget for the former police station property be brought forward to Council following budget deliberations, indicating that some reserves are available.

6. PRESENTATIONS cont'd:

TAB 4; SUMMARY OF DEBENTURE DEBT PAYMENTS/DEBT AND INTERNAL BORROWINGS:

Ms. Mathewson indicated that \$683,000 is the Town's final payment for the Ice Palace redevelopment. Following that, the Town will have no tax levy supported debt while it will continue to have tile drainage, and sewers and water works payments with regard to the Willow Beach project. From a debt perspective, the Town is in an enviable position. The Town does have projects using internal borrowings, but it will have paid itself back before the year end of 2014.

TAB 3, RESERVE FUNDS

Ms. Mathewson advised that this section refers to balances of discretionary reserves. It is Council's decision as to how funds are spent with the exception of the Federal Gas Tax Reserve which has some restrictions.

Ms. Mathewson stated that there was an opening balance in 2012 of just over \$18 Million and the projecting year-end balance by the end of 2012 is \$18.8 Million. Staff will be bringing forward a strategy for reserve funds potentially by the fall of 2012 with a view to consolidating the reserve funds.

TAB 2; CAPITAL INVESTMENT

Ms. Mathewson stated that proposed expenditures of investment in capital projects, construction projects and asset acquisitions total \$8.3 Million. In order to fund them, funds are drawn from the reserve of \$3.2 Million, along with \$1 Million from the Federal Gas Tax Fund, as well as fundraising and the Development Reserve Fund. The Town has carried forward prior year funding for ongoing projects of \$632,000. The final impact to the tax levy would be just over \$2.3 Million.

TAB 14; NON-PROGRAM BUDGETS

Ms. Mathewson stated that there are only minor changes related to these general accounts. There are property tax adjustments and anticipated supplementary property taxes attributed to growth, federal gas tax sharing, payments-in-lieu of taxes, contributions to reserves, accounting/auditing contingencies, outstanding fire fighter arbitration contingencies and a potential financial impact following negotiations with C.U.P.E. later this year, the Ontario Municipal Partnership Fund, an annual grant from the Province subject to change in the future, a potential contribution to reserves for Environmental & Energy Projects, Health Care Council reduction and a grant to Georgina Mobility Transit of \$50,000.

6. PRESENTATIONS cont'd:

Councillor Hackenbrook declared an interest in the Health Care Council issue at this time as his spouse is an employee of a local medical clinic.

Moved by Councillor Szollosy

Seconded by Councillor Davison

THAT THE BUDGET ALLOCATION TO THE GEORGINA COMMUNITY HEALTH CARE COUNCIL OF \$22,100 BE ELIMINATED.

Carried.....

Ms. Mathewson explained that some of the larger commercial properties enjoyed the supplementary taxes from last year and many have submitted appeals to the Assessment Review Board. It should be considered a one-time revenue source in the year they occur and not sustainable, especially in unknown economic times and growth patterns. When looking at the supplementary tax revenues, property tax adjustments were reviewed. The budget was \$160,000 but expenses were \$339,000 which is a huge variance. She noted that there may be some write-offs related to old uncollectable tax accounts, as well as adjustments that may come through as a result of decisions by the Municipal Property Assessment Corporation (MPAC) and newer properties. She indicated that it would be prudent to ensure that the Town does not restrict its budget in this area.

Ms. Mathewson provided a verbal report on Treasury-reviewed and updated actions regarding delinquent accounts and properties. She stated that the Town has not actively engaged in the property tax sales process for not paying taxes for the last twenty-five years, noting that there are not necessarily twenty five years worth of outstanding taxes.

Moved by Councillor Craig

That a Sustainability Committee be created and funded through the Environmental Energy Projects Fund.

Not voted on.....

Ms. Grant stated that she was not considering striking a committee until 2013 as there is work required to be performed prior to a committee being struck. The Town can rely on existing reserve funds if things move faster than expected. Staff can determine sustainability programs in-house with or without a committee, noting that economic, environmental and cultural aspects are 'sustainability'. She stated that she was not envisioning a committee being involved in the program design process.

6. PRESENTATIONS cont'd:

There would be a \$75,000 budget requirement for 2012 if Council wants to have a grass roots community involvement in the plan.

Council inquired if funding from the Federal Gas Tax Fund could be allocated to the East Holland River project in order to accelerate that project. It was recommended that staff put a policy in place with regard to the federal gas tax reserve and the projects it could be used towards

It was noted that there should be a balance of \$2.3 Million in the Federal Gas Tax Reserve following the approval of the 2012 budget as proposed.

TAB 13; OFFICE OF THE MAYOR AND COUNCIL

Ms. Mathewson indicated that this section includes administrative/office costs with no change from the prior year other than a realignment of accounts with the actual. It also includes the Equity and Diversity Committee, looking at an increase in that committee's budget.

Direction was provided to staff to evaluate all Committees and reassign them based on their funding, staff support and functionality. It was suggested that in future budgets, all committees should be in one separate section and with their service areas/functions.

Moved by Councillor Smockum

Seconded by Councillor Craig

THAT COUNCIL APPROVE THE OPERATION BUDGET FOR THE OFFICE OF THE MAYOR AND COUNCIL.

Carried.....

TAB 12; OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER;

Page 2

Ms. Grant advised that the Communications Budget of \$50,000 is for a six month period and is therefore sufficient for 2012. Staff will be bringing forward a report regarding the implementation of a strategy as well as stages and phased to be involved.

6. PRESENTATIONS cont'd:

Moved by Councillor Smockum

Seconded by Councillor Szollosy

THAT COUNCIL APPROVE THE OPERATING BUDGET FOR THE CHIEF ADMINISTRATIVE OFFICER IN THE AMOUNT OF \$750,730.

Carried.....

TAB 11; PUBLIC LIBRARY BOARD

Ms. Mathewson advised that the library budget is a one-line funding allocation within the budget that Council would adopt. The board provided information in the format consistent with the rest of the Town's budget. Council decides how much money will be approved and can direct the board to remove certain funding amount, but it cannot direct the board from where funding should be removed or how to do it.

Mary Baxter. Director of Library Services/CEO, stated that she has requested increases in staffing to cover the increased service demands and increased traffic along with the increase in digital services. A Manager is needed to manage growth and services.

Ms. Baxter explained that the E-Branch librarian will be leaving at the end of April and with no trained backup, it will be difficult to provide those services as well as librarian backup. Usage of electronics has increased greatly and hard copies have maintained a steady need. At peak times in the Keswick branch, extra support is needed. \$51,910 is a full year's salary and benefits for an E-Branch Technician.

Ms. Baxter explained that 15 hours is required for a Library Assistant. With staffing at other branches, there is no capacity to move anyone, but they have been attempting to shift some functions to relieve some of the stress on the present staff. Keswick is the largest and busiest branch and is where systems originated from. Traditional services continue to be stable, but people are also using other formats. Front desk staff are training in accessing resources and helping people find the information they desire, downloading e-books onto e-readers, etc, but building, maintaining and developing a website, deciding on products and background of all services we deliver are the responsibility of an E-Services Manager and that person requires help to take on the day-to-day routines.

Ms. Baxter stated that the draft budget was presented to the Library Board and was accepted unanimously with the understanding that it would still go through senior town staff review.

6. PRESENTATIONS cont'd:

Ms. Grant stated that in review, the library budget did not present equitably with what she knew staff were proposing with regard to staffing and service levels and some changes were made.

Moved by Councillor Szollosy

Seconded by Councillor Craig

That the members recess at this time (10:37 a.m.)

Carried....

The meeting resumed at this time (10:58 a.m.).

Ms. Mathewson explained that as a best practice, municipalities attempt to budget for full annual costs of positions so the budget remains constant from year to year. If a position is only hired mid-year, there would be cost savings at the end of that year. Annual surplus is brought forward within the library budget. The Town could reduce the reserve by that amount.

Ms. Baxter stated that the Automation Project/Contracted Services is made up of expenses and invoices from I.T. which add up to \$45,540 and as some invoicing is late, the figure of \$45,540 was taken from expected invoices.

This section was suspended at this time, until later in the meeting.

TAB 10; PLANNING & BUILDING

Page 6

Harold Lenters, Director of Planning and Building, explained that \$15,000 was budgeted last year for a Building Services Review consultant, which needs to be carried over, plus an additional \$5,000.

Page 10

Mr. Lenters stated that road capacity on Woodbine Avenue/Leslie Street stopped staff from approving new development, and sewer capacity and plant expansion is coming.

Account #G241-0211-3425, Property Clean Up-Emerg' is to cover demolition and removal of buildings on the west side of Dalton Road.

6. PRESENTATIONS cont'd:

Dan Pisani, Director of Operations and Engineering, stated that service hours would be well into 6,000 hours to have a mechanic on site. A budget for two individuals at 4,160 hours is suggested in the beginning and each department will be billed accordingly. Coverage will include all vehicles owned by the Town. Two mechanics are proposed, and a third may be required. There is savings to be realized for in-house mechanical work.

Moved by Councillor Craig

Seconded by Councillor Szollosy

THAT OVERTIME PAY, ACCOUNT #G241-0211-1130 BE REDUCED TO \$5,000.

Carried.....

Account #G241-0211-3320, Consultant Fees; no more is needed to be added at this time.

Page 2

#PLN-1, 'Community Improvement Plan' – under the Planning Act, Council can adopt the plan and through that plan, there are a number of things Council can do that normally they couldn't. It was brought up a few years ago that Council wanted to help downtown historical areas and it can do that through this plan. The organizations running the downtown areas are now structured and organized and are asking money in this reserve be used to move forward in the amount of \$60,000.

PLN-2, 'Woodbine Crosswalks'; street print crosswalks

PLN-3, 'Woodbine Avenue Streetscaping'; has been already approved.

Pages 7,8,9

Economic Development Division

Ms. Karyn Stone, Economic Development Officer, stated that grant funding received from South Lake Community Futures can be used to hire an intern to take over some of the implementation of action items in the Business Retention and Expansion report approved by Council in 2010; \$49,610. The Town's portion of salary is \$8,900.

#G891-0101-3122; \$20,000 is shown for the purchase of new street banners; there are 300 banners in the historic downtown areas and along the Woodbine corridor that need to be replaced.

#G891-0101-3124; a total of \$23,110 for Business Retention and Expansion Projects; this figure is to offset the base budget amount of \$15,000.

6. PRESENTATIONS cont'd:

#G891-0101-3320; Consultant Fees have been reduced to \$20,000 and staff anticipates using some of this for the design of entrance feature at woodbine Avenue and Ravenshoe Road and for signage through the Business Retention and Expansion Project.

#G891-0101-8137, 'Woodbine/Ravenshoe Entrance Feature; increased to \$50,000

#G891-0101-3410, 'Contracted Services'; A certified contractor is to be hired to erect and remove street banners throughout the community as well as conduct repairs. Increased to \$11,500.

Enhancing the tourist booth locations, the online business directory and increasing communication projects were mentioned.

PLN-3; 'Woodbine Avenue Streetscaping'; Mr. Lenters advised that \$275,000 is the Town's contribution towards this project and York Region contributes \$253,000.

Moved by Councillor Smockum

Seconded by Councillor Davison

THAT OVERTIME PAY, ACCOUNT #G891-0101-1130 BE REDUCED BY \$1,500.

Carried.....

Council inquired whether 'grants' can be changed to 'contracted services'. It was requested that the grant of \$96,130 to the Chamber of Commerce be shown as a contracted service.

Ms. Stone advised that individuals must be certified in order to erect hardware onto hydro polls.

Mr. Pisani advised that staff is able to change lights with the bucket trucks, so if the banners are not erected on hydro polls, staff could help with the erection and removal of the banner.

Moved by Regional Councillor Wheeler

Seconded by Councillor Craig

THAT COUNCIL APPROVE THE OPERATING BUDGET FOR THE PLANNING AND BUILDING DEPARTMENT, EXCLUDING THE CHAMBER OF COMMERCE GRANT LINE ITEM OF \$96,130 AND THE REDUCTION OF OVERTIME PAY BY \$1,500, FOR A TOTAL AMOUNT OF \$1,609,500.

Carried.....

6. PRESENTATIONS cont'd:

TAB 7; FIRE

Steve Richardson, Deputy Fire Chief, advised of three new initiatives in the amount of \$202,050; the hiring of four additional fulltime firefighters, an increase in the training budget for volunteer firefighters and an increase in the training budget for fulltime firefighters.

Deputy Fire Chief Richardson explained that in order to receive top grade for insurance rates, the minimum requirement is a minimum of three career firefighters on-duty at all times. The increased training allowances would equate to \$8,600 per station. The current budget only allows for 44 hours of training each year but a minimum of 53 hours is required. An increase of \$20,000 in overtime is requested to cover off full-time training to meet mandated requirements.

Ms. Grant stated that there is justification for increased staffing and training budgets. It is an evaluation of the Town's level of service which is taken through the insurance industry and used to establish premiums charged by properties that are in the municipality. It is an evaluation that sets the premium that our ratepayers are paying, not the premiums the Town is paying.

Deputy Chief Richardson stated that volunteers are a vital component and they are limited to a maximum of 60 volunteers, or 20 volunteers per station. There is a large turnover of volunteers as younger volunteers obtain full-time positions in other departments and others do not like the time commitment required.

Deputy Chief Richardson stated that capital items include the purchase of bunker gear which has a 10 year lifecycle; replacing a certain number annually does not burden the Town with a \$150,000 bill all at once every 10 years. Capital items include the purchase of pagers as some are outdated and cannot be repaired because they are important for volunteers and off-duty staff. More staff is required to keep up with the population growth.

\$102,600 plus benefits reflects half a year for four firefighters, starting July 1st. One firefighter starts at \$50,000 a year. He proposes half as of July 1st, \$25,000 x 4 = \$100,000 for four firefighters. The budget impact for 2013 would be the same. A salary increase would occur after six months, then every year after that. The new firefighter starts at 65% of his salary, then increases by 5% every year over five years.

Page 12

Deputy Chief Richardson explained that the minimum level of firefighters is three on the first responding truck. Large towns maintain four firefighters on a truck, The Town of Whitchurch-Stouffville maintains three firefighters on a truck through

6. PRESENTATIONS cont'd:

overtime, while the Town of East Gwillimbury drops levels down to two firefighters per truck during vacation and sick time. Training of full-time staff is conducted on shift but due to calls, they miss some training. The proposed budget will give them the opportunity for specialized training that firefighters require.

Page 21

#G216-0231-3150; 'Training Courses – Outside' covers overtime and certification costs. Additional firefighters will be required in the future as the Town continues to grow.

Moved by Regional Councillor Wheeler

Seconded by Councillor Hackenbrook

That the main motion be amended to include the hiring of four (4) new firefighters for the year 2012 with no phasing.

Defeated.....

Moved by Councillor Craig

Seconded by Councillor Szollosy

THAT THE TOWN OF GEORGINA HIRE TWO (2) NEW FIREFIGHTERS FOR THE YEAR 2012 WITH A START DATE OF JULY 1, 2012 AT A COST OF \$78,125.

Carried.....

Mr. Pisani stated that staff is reviewing the possibility of having bulk stations for fueling, as is done for The ROC and the Roads Department, which would assist to reduce fuel costs. It will be determined if there is an opportunity to save funds by purchasing fuel in bulk.

Page 17

#G212-0231-0831, 'BUILDING RENTAL'; TO BE REMOVED FROM THE FIRE BUDGET AND RELOCATED TO THE TOWN BUDGET AS THE LEASE IS THE TOWN'S REVENUE.

Page 15

It was noted that the overtime budget should be reduced as a result of hiring more firefighters.

6. PRESENTATIONS cont'd:

Moved by Councillor Craig

Seconded by Councillor Smockum

THAT ACCOUNT #G211-0231-1130, 'OVERTIME PAY/CALLBACK' BE REDUCED TO \$102,000 FROM \$108,470 IN ORDER TO REFLECT THE INCREASE IN STAFF THAT WILL DECREASE THE OVERTIME REQUIRED.

Carried.....

Moved by Councillor Smockum

Seconded by Councillor Craig

THAT COUNCIL APPROVE THE OPERATING BUDGET FOR THE FIRE DEPARTMENT, INCORPORATING ALL CHANGES AND AMENDMENTS.

Carried.....

The members recessed at 12:45 p.m. and resumed at 1:30 p.m.

TAB 11; LIBRARY BOARD

Page 8

Ms. Baxter advised that the automation project has created an increase of \$20,000.

#L789-0101-1210, 'Fulltime Salaries Recovered'; this line item is at zero as the fulltime salaries are now included in the automation project. There was also a \$3,000 contract for 3M that was not renewed in 2012.

Mayor Grossi requested more clarity in future budgets, using line items L789-0101-1210 'Fulltime Salaries Recovered' and L789-0101-3346 'Automation Project' as examples.

Moved by Councillor Smockum

Seconded by Councillor Craig

THAT THE LIBRARY BOARD BUDGET BE REDUCED BY \$35,930.

Carried.....

6. PRESENTATIONS cont'd:

Moved by Councillor Szollosy

Seconded by Councillor Smockum

THAT COUNCIL APPROVE THE OPERATING BUDGET OF THE GEORGINA PUBLIC LIBRARY BOARD, WITH THE REDUCTION OF \$35,930, FOR A TOTAL BUDGET OF \$1,722,480.

Carried.....

TAB 8, ADMINISTRATIVE SERVICES

Ms. Mathewson advised that savings were achieved in certain areas. Staff is contemplating the contribution of some of these savings in the capital program to the Town's Information Technology reserve; \$80,000. This would be a one-time addition to the annual contributions to I.T. reserve for lifecycle replacements.

Page 10

'Salaries and Benefits'; propose to change Payroll Clerk position hours from four days per week to five days per week which will help alleviate some of the workload impact related to The ROC and additional program staff.

Page 11

'Contracted Services'; it is proposed that an external service be retaining for the folding, stuffing and postage metering of tax bills and water and sewers bills, as well as notices and reminders through the mail. The volumes have increased beyond our current in-house capabilities.

Page 12

'Contributions to Reserves'; \$80,000

Page 13

'Consultant Fees – Closed Meeting Investigation'; \$7,500

Page 14

'Elections – Contribution to Reserves'; \$10,000

It is necessary to replace several exterior doors at the Animal Shelter that are broken, \$5,000. In future, this type of cost will be incorporated into the renewal agreement with the other municipalities.

Page 2

A Committee should be established with regard to the 2014 Election requirements.

#ADM-1, 'Corporate Workstation/Laptop Cycling';

#ADM-2, 'Corporate Software Cycling Program';

#ADM-3, 'Council Chambers Audio/Video Update';

#ADM-4, 'E-Gov/Website Content Management'; tax levy funded

#ADM-5, 'ITS Server/Infrastructure Cycling';

6. PRESENTATIONS cont'd:

#ADM-6, 'Animal Cages'; An OMAFRA inspection recommended an upgrade in the cages. Feedback from the inspector was commendable of the shelter and said that the animals all appeared to be very well cared for and the shelter was in good condition.

Ms. Grant advised that with regard to the Elections, automation would require fewer election staff and therefore a decrease in costs in terms of staffing perspective.

Ms. Mathewson advised that staff will be conducting financial analyses on the Animal Control facility as the expiration of the current agreement is at the end of 2012. Staff will contact the currently participating municipalities and possibly other municipalities that may be interested in our services, and report back to Council.

Page 24

#G136-0117-1130, 'Overtime Pay', Information Technology Division; In 2011, projects required I.T. staff services including The ROC and staff were required to work after hours, as well as South Shore Community Broadband, and disruption in staffing.

#G136-0117-3320, 'Consultants Fees'; This refers to the Payment Card Industry Compliance requirement and peer review of our work in that regard, as well as a contracted agreement for financial software the Town is utilizing.

Page 2

#ADM-7, 'Parking Signs in Simcoe Landing'; \$18,000 is the cost of the signs erected after the year 2012 began. This was funded from reserves and is not carried forward.

Page 30

#G252-0213-0882, 'Sale of Cats'

#G252-0213-0883, 'Sale of Dogs'

#G252-0213-3318, 'Cost of Adoptions'; Ms. Mathewson explained that there was an outbreak in the Animal Control Shelter in 2011 and all of the animals needed to be tested and treated, which resulted in increased expenses for the shelter.

Page 32

#G395-0235-2535, 'Clothing/Boot Allowance'; this is not consistent on an annual basis. A small budget is kept to replace uniforms and protective clothing over and above the Collective Agreement. 2012 will be the year that uniforms and protective clothing will be replaced through the contract coming up this year.

Page 18

#G133-0101-0701, 'Registered Properties'; \$125,000 transferred to land sale proceeds reserve for future expenditures. The Town has a policy in place that says if land is sold, the revenue is directed to the land sale proceeds reserve.

6. PRESENTATIONS cont'd:

Moved by Regional Councillor Wheeler

Seconded by Councillor Smockum

THAT COUNCIL APPROVE THE OPERATING AND CAPITAL BUDGET FOR THE ADMINISTRATIVE SERVICES DEPARTMENT IN THE AMOUNT OF \$3,502,110.

Carried.....

TAB 9, RECREATION AND CULTURE

Darlene Carson-Hildebrand, Deputy Treasurer, stated that it is the Town's obligation to match revenue to expenditure of a program.

Page 13

Georgina Lawn Bowling expenses; no significant building maintenance has been conducted since 2008.

Dan Murnaghan, Manager of Parks and Open Space, stated that work is needed on the green/pitch.

Ms. Carson-Hildebrand stated that the Town's maintenance staff charges their work under #G711-0353-3420, 'Building Repairs & Maintenance'

Page 2

#RPC-1, 'Pioneer Village'; at certain times of the year, the village is under a lot of water. There are repairs needed on some of the buildings and an assessment of the buildings is required.

#RPC-2, 'Feasibility/Concept Plan Study';

#RPC-3 'Club 55 Keswick – Doorway'; The former woodshop is now being utilizing as a multi-purpose room but it is isolated and from a health and safety perspective it is not visible. Adding a door would provide a more inclusive feeling.

#RPC-4, 'Skateboard Park – Sutton'; moving forward with this project.

Ms. Mathewson advised that staff needs to negotiate the assets with the South Shore Community Broadband and then work on a strategy for this fall.

Operating Budget, New Initiatives

#1, Events Support (Parks/Maintenance); staffing for events, \$6,500

#2, Festival of Lights; improvements, \$2,500

#3, ROC programming, \$8,000

#4, RC Department Re-alignment; staffing dollar changes identified to reflect re-alignment

Page 17

#G768-Y001-3420, 'Building Repairs & Maintenance, The \$4,000 increase is due to the need for water fountains at the Pefferlaw Hall and the Georgina Gym.

6. PRESENTATIONS cont'd:

Page 16

#G768-0101-3703, 'Programs'; water bottles are covered under this line item and the cost of water bottles will decrease with the installation of water fountains at two of the facilities as mentioned above, but additional costs will be incurred due to supplies and equipment for The ROC facility.

Due to internal department re-alignments, staff referred to:

TAB 6, OPERATIONS AND ENGINEERING - FACILITIES AND PARKS

Page 92

Georgina Leisure Pool;

#G763-0349-3420, 'Building Repairs and Maintenance'; budget increased to capture some capital requests including a lifeguard chair \$4,000, tables and chairs for the training room \$2,000, window blind replacement \$3,000. All of these fall under 'Building Repairs & Maintenance'

The Treasurer advised that if an item does not have a lengthy lifespan and costs less than \$10,000, it should fall under the Operating Budget rather than the Capital Budget.

\$60,000 is going into the Pool Reserve this year.

Page 11

TAB 9, RECREATION AND CULTURE

Page 8

Salaries and Wages & other payroll costs – due to realignment

Sutton Seniors Centre

Internal maintenance, advised this would not be an on-going issue. In 2011, replacement/maintenance performed on parking lot lights, taking down poles, rewiring, general repairs to fixtures, eavestroughing and downspouts which are not annual expenses.

Page 8

#G622-0799-2250, Cleaning Supplies,

#G622-0799-3410, Contracted Services; \$7,500 annually to clean facility.

Page 11

#G711-0101-1120, Part Time Salaries & Wages; two staff members on maternity leave, temporary staff brought in to cover their positions and their salaries put in under this account rather than under #G711-0101-1110, Regular Salaries. Both staff members are returning this year.

Page 19

Cultural Services

Overall reduction in attendance/participation and this is reflected in the reduced revenue to anticipate that.

6. PRESENTATIONS cont'd:

Page 21

Stephen Leacock Theatre

#G795-0753-0423, grant of \$20,500 anticipated

#G795-0753-3410, Cultural Mapping, increased from \$12,000 to \$43,000

Staff was requested to relocate the 'Sutton Agricultural Society' line item on page 12 to a separate item.

Separate out Military Museum (page 19) and Georgina Arts Council (page 20)

Moved by Regional Councillor Wheeler

Seconded by Councillor Smockum

THAT COUNCIL APPROVE THE OPERATING BUDGET FOR THE RECREATION AND CULTURE DEPARTMENT, WITH THE EXEMPTION OF THE GEORGINA MILITARY MUSEUM OF \$18,000 AND THE GEORGINA ARTS COUNCIL OF \$90,000, FOR A TOTAL BUDGET OF \$3,395,610.

Carried.....

That the meeting recess at 3:17 p.m. and resume at 3:33 p.m.

**TAB 5, OPERATIONS AND ENGINEERING;
I) ROADS, II) PUBLIC WORKS, III) ENGINEERING**

Mr. Pisani explained that one objective with the managers was to challenge them to ensure we had the necessary resources for various projects. One initiative is looking for a 3% reduction on operating costs. In 2012, staff's mandate is to ensure that managers are closely analyzing expenditures to see the true operating costs.

Roads;

Pages 2-18

ENG-1; Asset Management Program

Robert Fortier, Operations Manager, advised of three important issues; spending the right amount of money on the right infrastructure asset at the right time.

Page 9

Ravenshoe Sidewalk; it was suggested that Federal Gas Tax Funding of \$260,000 be used for this entire project instead of using partial reserves of \$125,000.

6. PRESENTATIONS cont'd:

Moved by Councillor Szollosy

Seconded by Councillor Davison

THAT ENG-14, PAGE 14, THE 'STATION ROAD SIDEWALK' PROJECT BE REMOVED FROM THE 2012 EXPENDITURES AND REPLACED WITH A SIDEWALK NEEDS ASSESSMENT STUDY/ANALYSIS WITH COSTS TO BE DRAWN FROM THE FEDERAL GAS TAX RESERVE, IF PERMITTED.

Carried.....

Page 16

Pedestrian Bridge – EA shortfall;

Ms. Grant advised that a report was submitted to Council and \$72,480.00 was approved to hire a company to perform the Engineering services for the pedestrian bridge. The project was identified in 2011 at \$32,000 and an additional \$40,000 is required to complete the project.

Moved by Councillor Davison

Seconded by Councillor Craig

THAT ENG-16, PAGE 16, CAPITAL COSTS FOR THE PEDESTRIAN BRIDGE, EA SHORTFALL, BE AMENDED FROM \$40,000 TO \$72,500.

Carried.....

Page 18

The meeting recessed at 4:40 p.m. and resumed at 4:54 p.m.

Woodbine Avenue Sidewalk/Streetlight; removed for review

ENG-17, North Street Seniors Building Sidewalk; request background information regarding the accessibility study and Engineering study, to be provided to Council.

Moved by Councillor Szollosy

Seconded by Councillor Smockum

THAT ENG-18, 'WOODBINE AVENUE, SIDEWALK/STREETLIGHTS BE REMOVED PENDING BACKGROUND INFORMATION.

Carried.....

6. PRESENTATIONS cont'd:

Moved by Councillor Smockum

Seconded by Councillor Davison

THAT COUNCIL APPROVE THE CAPITAL BUDGET FOR THE 'ENGINEERING AND PUBLIC WORKS DEPARTMENT, ROADS DIVISION' WITH THE FOLLOWING AMENDMENTS;

DEFERAL OF ENG-18, 'WOODBINE AVENUE SIDEWALKS/STREETLIGHTS, \$122,320, PENDING ADDITIONAL INFORMATION FROM DAN PISANI.

REMOVAL OF ENG-7, 'RAVENSHOE SIDEWALK' \$125,000 FROM RESERVE ACCOUNT AND FUND FROM FEDERAL GAS TAX FUNDING INSTEAD WITH A TOTAL OF \$260,000 PAID FOR BY THE FEDERAL GAS TAX FUNDING.

INCREASE ENG-16, 'PEDESTRIAN BRIDGE, EA SHORTFALL' TO \$72,500 FROM \$40,000 FROM TAX LEVY.

FOR A TOTAL CAPITAL BUDGET FOR ENGINEERING AND PUBLIC WORKS OF \$2,529,520.

Carried.....

Operations & Engineering;

Pages 19,25,26,27,28

Mr. Fortier advised that the Town is in a good position with \$900,000 in reserves, with no large items on the 2012 schedule.

Council requested that a lifecycle page, showing the lifecycle of each piece of equipment, be included in next year's budget document.

Page 25

The pick-up trucks are up for their natural six-year replacement, with over 200,000 kilometres on their speedometers.

Moved by Councillor Smockum

Seconded by Councillor Hackenbrook

THAT COUNCIL APPROVE THE CAPITAL BUDGET FOR THE ENGINEERING AND PUBLIC WORKS DEPARTMENT, PAGES 25-28; PICK UP TRUCKS, \$70,000, TRIAXLE TRAILER, \$20,000, STEAM JENNY, \$20,000 AND BROOM ATTACHMENT, \$22,000 FOR A TOTAL CAPITAL BUDGET OF \$132,000.

Carried.....

6. PRESENTATIONS cont'd:

Page 29

ENG-1, Stormwater Master Plan, \$125,000

ENG-2, Hedge Road – Lakeshore Slope Stability, \$54,700

Moved by Regional Councillor Wheeler

Seconded by Councillor Smockum

THAT COUNCIL APPROVE THE CAPITAL BUDGET FOR THE OPERATIONS AND ENGINEERING DEPARTMENT, PAGES 29 TO 31; STORMWATER MASTER PLAN OF \$125,000 AND HEDGE ROAD LAKESHORE SLOPE STABILITY OF \$54,700, FOR A TOTAL CAPITAL BUDGET OF \$179,700, AND THAT YORK REGION BE REQUESTED TO FUND THE STORMWATER ANALYSIS TO THE SAME DEGREE IT HAS BEEN FUNDED IN OTHER MUNICIPALITIES.

Carried.....

Pages 32-51;

Page 40

#G312-0495-3510, 'Sub-Contracting, Road Side Tree Program'; this program was started five years ago. If a tree dies or is knocked down by weather, the Town replace it.

Mr. Fortier was requested to investigate why there were no expenditures in 2011 for the road side tree program and advise Councillor Craig accordingly.

Page 43

Trip hazard assessments and repairs needed on sidewalks.

Moved by Councillor Smockum

Seconded by Councillor Craig

THAT ACCOUNT #G471-0000-3256, REFUSE COLLECTION CALENDAR LINE ITEM, BE REDUCED FROM THE \$13,000 BASE BUDGET TO \$7,000.

Carried.....

Ms. Grant advised that she has been collecting information on whether or not the Town should be funding dredging. The bottom line is that it is a political decision, if there a public need for the municipality to fund dredging. She stated that she believes the report will reflect that it will be difficult to indicate that there is a public interest.

6. PRESENTATIONS cont'd:

Moved by Councillor Hackenbrook

Seconded by Regional Councillor Wheeler

THAT THE TOWN OF GEORGINA DREDGE THE BLACK RIVER AT A COST NOT TO EXCEED \$80,000 TO BE TAKEN FROM FUNDING PROVIDED FROM THE TAX LEVY AND THAT STAFF INVESTAGE WHETHER FUNDING IS AVAILABLE THROUGH THE LAKE SIMCOE PROTECTION FUND AND/OR THE FEDERAL GAS TAX FUND TO COVER THIS COST.

A recorded vote was requested; the Deputy Clerk recorded the vote as follows:

	<u>YEA</u>	<u>NAY</u>
Mayor Grossi		x
Regional Councillor Wheeler	x	
Councillor Craig		x
Councillor Davison		x
Councillor Hackenbrook	x	
Councillor Smockum	x	
Councillor Szollosy	—	<u>x</u>
	3	4

Defeated.....

The meeting recessed at 6:04 p.m. and resumed at 6:17 p.m.

Danny Wheeler took the chair as Deputy Mayor at this time.

Page 49

Moved by Mayor Grossi

Seconded by Councillor Smockum

THAT THE ENGINEERING FEES BASE BUDGET BE INCREASED FROM \$200,000 TO \$250,000.

Carried.....

6. PRESENTATIONS cont'd:

Moved by Councillor Szollosy

Seconded by Councillor Smockum

THAT COUNCIL APPROVE THE BALANCE OF THE OPERATING BUDGET FOR THE OPERATIONS AND ENGINEERING DEPARTMENT, PAGES 1-49, WITH AMENDMENTS AS NOTED ABOVE.

Carried.....

TAB 6, OPERATIONS AND ENGINEERING; FACILITIES & PARKS

Dan Pisani stated that the capital asset expenditure will be quite high and will continue to be high as improvements are needed.

Page 2

Dan Murnaghan, Manager of Parks and Open Spaces; stated that the kilometre reading on these vehicles has been provided, along with brief descriptions. He explained that the maintenance schedule associated with each vehicle will use the timeframe as a benchmark, and then assessed mechanically.

Page 13

RPC-11, Park Shop Expansion; \$145,000

Mr. Pisani explained that staff is reviewing the volume of vehicles and their service, as well as the need to address the inflow of staff hired during the summer months. There are insufficient washrooms facilities and the lunchroom is not up to code.

Mr. Murnaghan stated that there are fifteen staff members during the winter months and the facility has reached its capacity as far as washroom capabilities are concerned. Expansion is required to accommodate future growth and summer staff.

Council recommended that the two new mechanics stay together and not work by themselves. In addition, they should be requested to bring in their own tools.

Mr. Pisani stated that for the first year, the Town will have one hoist and expansion possibilities will be reviewed in the following year.

Moved by Councillor Craig

Seconded by Councillor Szollosy

THAT COUNCIL APPROVE THE CAPITAL BUDGET FOR THE OPERATIONS AND ENGINEERING DEPARTMENT, PARKS AND FACILITIES DIVISION, PAGES 1-14, IN THE AMOUNT OF \$579,400.

Carried.....

6. PRESENTATIONS cont'd:

Page 20

#RPC-5, 'In-Ground Waste Containers – New'; Mr. Murnaghan advised that the in-ground waste containers are similar to 45 gallon containers, that they are dug six feet into the ground. The cost to collect garbage in the parks would be decreased. The need to collect litter around containers would still need to be performed, but staff would no longer need to drive a garbage truck through a park on a weekend as they would have the capacity to collect during the week when the parks are not full. These in-ground containers would be placed in high traffic areas. There is also a cooling effect being in the ground which would not emit as much of an odor.

Mr. Murnaghan explained that one staff member with a backhoe or skidsteer is able to remove the garbage from these containers, approximately once every three weeks as opposed to once a day. The major efficiency is in the major parks during the busy times. A lot of money is spent on driving around the parks to empty the containers, especially during the busy times and extensive savings could be realized.

Mr. Murnaghan explained that two companies sell the in-ground containers and are in use extensively in other municipalities. It would eliminate overtime hours and weekend hours for garbage removal. A trial period could be put in place in high profile and high traffic areas, typically in locations where staff have had to go back two or three times a day to empty garbage. The containers can be bolted and locked. They contain a spring-loaded rubberized seal to push refuse through horizontally, and children cannot open them.

Moved by Councillor Szollosy

Seconded by Councillor Smockum

THAT COUNCIL APPROVE THE CAPITAL BUDGET FOR THE OPERATIONS AND ENGINEERING DEPARTMENT, PARKS AND FACILITIES DIVISION, PAGES 15-25, IN THE AMOUNT OF \$2,406,850.

Carried.....

TAB 6 – OPERATIONS AND ENGINEERING, FACILITIES AND PARKS

Funding for Camlane Park or 'Constable Garrett Styles Park' was funded from reserve in 2011 but not reflected in this budget.

6. PRESENTATIONS cont'd:

Page 26

Ice Palace issues

#RPC-1, Ice Palace Green Pad Board Replacements; \$170,000

#RPC-2, Ice Palace Hall Flooring; \$90,000; instead of replacing the entire floor, just fixing it where necessary. The four washrooms are to be refurbished with touchless fixtures, paint and dividers

#RPC-3, Scoreboards; \$60,000 – The scoreboards are beyond their lifespan and need to be replaced, some hanging sound bags will be replaced

#RPC-4, Engineering Reports, Descant Units; moisture issue will be studied prior to changing the refrigeration units.

#RPC-5, Ice Palace, New Pylon Sign; reduced from \$145,000 to \$75,000. Technology is outdated, will use existing structure

#RPC-6, Ice palace, New Soffit; \$25,000

#RPC-7, Ice palace, Interlocking Brick Replacement; \$125,000; safety issue regarding decay. Spot repair to fix tripping hazards, also may paint light standards, ground and curb repairs, pinnacle

#RPC-8, New Roll Up Shutters for Hall at Ice Palace; \$45,000, safety issue

Moved by Councillor Smockum

Seconded by Councillor Craig

THAT COUNCIL APPROVE THE CAPITAL BUDGET FOR THE OPERATIONS AND ENGINEERING DEPARTMENT, FACILITIES AND PARKS DIVISION, ICE PALACE OPERATIONS, PAGES 26-34, WITH A BALANCE REDUCTION OF \$85,000 FOR A TOTAL BUDGET OF \$595,000.

Carried.....

The meeting recessed at 7:09 p.m. and resumed at 7:18 p.m.

Page 35

Sutton Arena, \$73,000

Moved by Councillor Davison

Seconded by Councillor Szollosy

THAT COUNCIL APPROVE THE CAPITAL BUDGET FOR THE OPERATIONS AND ENGINEERING DEPARTMENT, FACILITIES AND PARKS DIVISION, SUTTON ARENA, PAGES 35-44, WITH THE EXCEPTION OF THE \$4,000 COMMERCIAL DISHWASHER, FOR A TOTAL OF \$69,000.

Carried.....

6. PRESENTATIONS cont'd:

Page 45 Georgina Leisure Pool, \$15,000

Moved by Mayor Grossi

Seconded by Councillor Smockum

THAT COUNCIL APPROVE THE CAPITAL BUDGET FOR THE OPERATIONS AND ENGINEERING DEPARTMENT, FACILITIES AND PARKS DIVISION, GEORGINA LEISURE POOL, PAGES 45-47, IN THE AMOUNT OF \$15,000.

Carried.....

Page 48 Halls, \$173,200

Moved by Mayor Grossi

Seconded by Councillor Szollosy

Pages 50,51,52

THAT #RPC-2, PIONEER VILLAGE AND ARCHIVES, NEW ROOF FOR ADMINISTRATION BUILDING OF \$5,700, #RPC-3, PIONEER VILLAGE AND ARCHIVES, FURNACE REPLACEMENT OF \$16,000 AND #RPC-4, PIONEER VILLAGE AND ARCHIVES, LANDSCAPING AND NEW GATEWAY OF \$10,000 BE REMOVED PENDING THE COMPLETION OF THE STRATEGIC PLAN.

Carried.....

Moved by Mayor Grossi

Seconded by Councillor Szollosy

Page 62

THAT #RPC-16, COMMERCIAL DISHWASHER FOR THE PORT BOLSTER HALL, \$4,000, BE REMOVED FOR STAFF TO INVESTIGATE THE USE OF A HOUSEHOLD DISHWASHER AT THE HALL INSTEAD.

Defeated.....

Page 60 Egypt Hall window and door replacement; staff was requested to bring this issue back to Council with a quote.

6. PRESENTATIONS cont'd:

Moved by Councillor Hackenbrook

Seconded by Councillor Craig

THAT COUNCIL APPROVE THE CAPITAL BUDGET FOR THE OPERATIONS AND ENGINEERING DEPARTMENT, FACILITIES AND PARKS DIVISION, HALLS, PAGES 48-65, WITH THE EXCEPTION OF #RPC-2, PIONEER VILLAGE AND ARCHIVES, NEW ROOF FOR ADMINISTRATION BUILDING OF \$5,700, #RPC-3, PIONEER VILLAGE AND ARCHIVES, FURNACE REPLACEMENT OF \$16,000 AND #RPC-4, PIONEER VILLAGE AND ARCHIVES, LANDSCAPING AND NEW GATEWAY OF \$10,000, AND INCLUDING REPLACEMENT OF WINDOWS AND DOORS FOR THE EGYPT HALL OF \$10,000 FROM RESERVE, FOR A TOTAL OF \$136,500.

Carried.....

Pages 66-68

Moved by Councillor Smockum

Seconded by Councillor Davison

THAT #RPC-3, ROC SECURITY AND SAFETY FENCING, BE APPROVED WITH THE EXCEPTION OF THE 16 FOOT 1x6 STRINGERS PENDING VERIFICATION BY STAFF OF THE APPROPRIATENESS OF THIS SIZE STRINGER.

Carried.....

Moved by Councillor Szollosy

Seconded by Councillor Davison

THAT COUNCIL APPROVE THE CAPITAL BUDGET FOR THE OPERATIONS AND ENGINEERING DEPARTMENT, FACILITIES AND PARKS DIVISION, THE ROC, PAGES 66-68, WITH THE EXCEPTION OF THE 16 FOOT 1x6 STRINGER PORTION PENDING VERIFICATION BY STAFF OF THE APPROPRIATENESS OF THIS SIZE STRINGER, IN THE AMOUNT OF \$141,800.

Carried.....

Mr. Pisani advised that utilities and building maintenance costs were mistakenly not included in the Former Sutton Public School budget. \$91,000 pro-rated, projected costs based on occupancy and amount of people. Only 10-15% of the building is currently being occupied at this time. Anticipated \$312,000 once fully occupied. An additional \$91,000 must be added to the facility budget.

6. PRESENTATIONS cont'd:

Moved by Mayor Grossi

Seconded by Councillor Smockum

THAT THE AMOUNT OF \$91,000 FOR UTILITIES AND BUILDING MAINTENANCE COSTS FOR THE FORMER SUTTON PUBLIC SCHOOL BE ADDED TO THE CAPITAL BUDGET FOR THE OPERATIONS AND ENGINEERING DEPARTMENT, FACILITIES AND PARKS DIVISION, AND FUNDED FROM ANOTHER CONTINGENCY, NOT FROM THE TAX LEVY.

Carried.....

Deputy Mayor Wheeler vacated the chair at this time, Mayor Grossi resumed the chair at this time (7:57 p.m.).

TAB 15, COMMUNITY ORGANIZATIONS/FUNDING REQUESTS

Regional Councillor Wheeler and Councillor Hackenbrook left the meeting at this time (8:05 p.m.).

Moved by Councillor Szollosy

Seconded by Councillor Craig

That \$96,530 be awarded to the Georgina Chamber of Commerce as was done in 2011. The Chamber of Commerce is to provide a business plan for the 2013 budget.

Withdrawn.....

Moved by Councillor Szollosy

Seconded by Councillor Craig

THAT COUNCIL PROVIDE 2012 GRANT FUNDING IN THE AMOUNT OF \$94,114.21 TO THE GEORGINA CHAMBER OF COMMERCE.

Carried.....

6. PRESENTATIONS cont'd:

Staff was requested to refer the grant request from the Georgina Chamber of Commerce to the Economic Development office to determine if their grant request can be changed to a contracted service. If it is not submitted as a grant, the chamber does not have to perform a formal audit. This would also assist in public perception regarding what the Town is providing funding towards.

7. CONFIRMING BY-LAW

Moved by Councillor Smockum

Seconded by Councillor Craig

That the following by-law be given three readings:

By-law Number 2012-0033 (COU-2)

Being a by-law to confirm the proceedings of Special Council.

Carried.....

8. ADJOURNMENT:

Moved by Councillor Davison

Seconded by Councillor Szollosy

That the meeting adjourn at this time (8:15 p.m.).

Carried.....

Robert Grossi, Mayor

Lisa Lyons, Deputy Clerk