

THE CORPORATION OF THE TOWN OF GEORGINA

SPECIAL COUNCIL MINUTES

2016 Budget Review and Deliberations

Monday, November 23, 2015
9:06 AM

Staff:

Winanne Grant, Chief Administrative Office
Rebecca Mathewson, Director of Administrative Services and Treasurer
Robin McDougall, Director of Recreation and Culture
Dan Pisani, Director of Operations and Engineering
Ron Jenkins, Director of Emergency Services/Fire Chief
Mary Baxter, Director of Library Services/CEO
Patti White, Manager of Recreation Services
Phil Rose-Donahoe, Manager of Cultural Services
Velvet Ross, Manager of Planning
Darlene Carson-Hildebrand, Manager of Finance and Deputy Treasurer
Karyn Stone, Economic Development Officer
Tricia Quinlan, Human Resources Manager
Michael Rozario, Deputy Fire Chief
Gagan Sandhu, Infrastructure and Operations Manager
Rob Wheeler, Budget Accountant
Tanya Thompson, Communications Manager
John Espinosa, Town Clerk
Carolyn Lance, Council Services Coordinator

Others:

Karen Wolfe, The Georgina Post
Heidi Reidner, The Advocate
Joanne Henderson
David Geene, Executive Director of GTTI
John McLean, Item No. 8
Doris Kepler, Item No. 8

1. CALL TO ORDER - MOMENT OF MEDITATION

A moment of meditation was observed.

2. ROLL CALL

The following Council Members were present:

Mayor Quirk
Councillor Davison
Councillor Harding
Councillor Sebo

Regional Councillor Wheeler
Councillor Fellini
Councilor Neeson

3. COMMUNITY ANNOUNCEMENTS

- Saturday, November 21st, Festival of Lights and Old Fashioned Christmas held this past weekend
- Sunday, December 6th, Pefferlaw Lions Club's Kids Christmas Party
- Saturday, December 5th, Sutton Santa Claus Parade of Lights, 5:30 p.m.
- Saturday, December 5th, Sutton BIA Tree Lighting prior to the parade

4. INTRODUCTION OF ADDENDUM ITEM(S)

Item No. 13(1)(A) Correspondence #15 to 19 (BIA last one is #19)

5. APPROVAL OF AGENDA

Moved by Councillor Harding, Seconded by Regional Councillor Wheeler

RESOLUTION NO. C-2015-0800

That the agenda as submitted be provided.

Carried.

6. DECLARATIONS OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

Councillor Neeson declared a pecuniary interest in Item No. 12(2)(A) concerning three bargaining unit positions; Operation Technologist; Planner, Development Management and Special Projects, and Graphic Design Specialist, because he is employed by the Region of York and is a member of C.U.P.E. It is not pecuniary in nature, but it may be a perceived conflict.

7. ADOPTION OF MINUTES *None.*

8. SPEAKERS

Mayor Quirk inquired if there was anyone in attendance who wished to speak to any matter on the agenda;

Joanne Henderson, 557 Lake Drive East, Willow Beach, advised Council of several concerns including the need for the Town to establish low impact, low cost activities and ideas to keep The Roc facility in use, signing of contracts with The Link stakeholders, the status of the Ontario Water Centre's fundraising efforts for the Reed/Sedore property, costs for the Tim Danbrook legal case, budgeting for the negotiation of union contracts, if all resident, or just those who benefit, will be paying for the water and sewer replacement on Dalton Road, existence of reserves for future High Street sewer works, preparation for application to Federal Government funding for infrastructure.

Doris Keppler, 545 Lake Drive East, and **John McLean**, 230 Catering Road, Sutton, provided a synopsis of the Georgina Arts Centre and Gallery's contribution to the Town and a brief power point presentation to highlight features of their budget request.

John McLean, 230 Catering Road, Sutton, advised that Gallery administration is at 14% and below recommended levels for not-for-profit organizations. Any additional funding provided by the Town over and above the \$90,000 grant would be applied to new programming. They submitted the proposed 2016 programming at this time so that Council can review the specific programs to determine if they feel the programs would be a benefit to the community, and if so, provide the required funding. The \$90,000 grant has not been increased for a number of years but all costs have increased and the Gallery requires additional funding assistance.

9. DELEGATIONS/PETITIONS *None.*
10. PRESENTATIONS *None.*
11. PUBLIC MEETINGS *None.*
 - (1) STATUTORY MEETING(S) UNDER THE PLANNING ACT OR MEETINGS PERTAINING TO THE CONTINUATION OF PLANNING MATTERS
 - (2) STATUTORY MEETING(S) UNDER OTHER LEGISLATION
 - (3) OTHER PUBLIC MEETINGS
12. REPORTS
 - (1) ADOPTION OF REPORTS NOT REQUIRING SEPARATE DISCUSSION
 - (2) REPORTS REQUIRING SEPARATE DISCUSSION

Report from the Administrative Services Department:

 - (A) 2016 Draft Budget

Rebecca Mathewson, Director of Administrative Services and Treasurer, advised that staff has brought forward a responsible budget with the viewpoint of a corporate town-wide budget rather than it being departmentalized. The proposed property tax increase is 4.5% or \$76.00 annually for an average home, while the water and sewer budget has a proposed 15% increase or \$37.00 quarterly for an average home. The blended tax rate involves property tax requirements through three different levels of government. Ms. Mathewson noted that a 1% increase or decrease in the tax levy supported budget equates to \$351,000.

Mayor Quirk advised that public input will be received and no decisions will be endorsed until the end of the meeting, somewhat like a consent agenda.

TAB 15

Councillor Sebo;

No. 8 from Terry Russell, fountain request - SEPARATE for discussion
-form reserve fund now to deal with ongoing maintenance re dredging of Mossington Pier/Black River

No. 19, Sutton/Jackson's Point BIA sidewalk trip hazard, etc, - SEPARATE for discussion

Item No. 14, Steve and Cathy Jacobson regarding Lyons Lane - SEPARATE

Councillor Harding;

Item No. 15, 4-way stop for signal lanes – REFER to Region

TAB 14

Georgina Chamber of Commerce, \$91,600 – SEPARATE for discussion

Georgina Arts Centre and Gallery, \$90,000 – SEPARATE for discussion

Georgina Trades Training Inc. (GTTI), \$30,000 – SEPARATE for discussion

Georgina Military Museum, \$18,000 – SEPARATE for discussion

Ontario Water Centre - Splash Festival, \$20,000 – SEPARATE for discussion

Routes Connecting Communities, \$55,000 grant – CONSENT

'ON THE RADAR' Listing

SEPARATE for discussion:

Councillor Davison

•additional funds put towards the Bylaw Enforcement Department for after-hours staffing hours

Councillor Sebo

•Community Improvement Fund Grant Funding, \$50,000

- Community Signage Replacement, \$50,000
- Mill Pond Park and Wharf Renovations, \$18,000
- Continuation; Purchase of Self-Watering Baskets and Barrels started in 2012, \$6,500

Councillor Harding

- Cooke's Cemetery - Fencing, \$12,000

Mayor Quirk

- Maskinonge River Pedestrian Bridge, \$83,500

- Balance of items to remain on the 'ON THE RADAR' Listing for consideration in future years

Moved by Councillor Davison, Seconded by Councillor Neeson

That the Council meeting recess at 10:25 a.m.

Carried.

The meeting reconvened at 10:41 a.m.

OPERATING BUDGET: NEW STAFFING

1. Firefighters - 4 permanent full-time - \$308,500 - CONSENT
Tab 6, page 13, #1-2-2511000-111/1150

2. Human Resources Consultant – 2 year contract - \$104,000 - CONSENT
Tab 11, page 22, #1-2-7521000-1120/1150

3. Operations Technologist – shared between 3 departments
Tab 3, page 22, #1-2-1511000-1110/1150, \$33,610 - CONSENT
Tab 4, page 56, #1-2-1511000-1110/1150, \$33,610 - CONSENT
Tab 5, page 10, #4-2-1511000-1110/1150, \$33,610 - CONSENT

4. Fleet Supervisor – 1 permanent part-time - \$98,990 – DEFER to later in meeting
Tab 3, page 24, #1-2-1511000-1110/1150

- Deferred pending submission from staff of the list of vehicles in the fleet

5. Planner, Development Management and Special Projects – 1 permanent full-time
- \$94,600 - CONSENT
Tab 9, page 5, #1-2-5521000-1110/1150

****Councillor Neeson declared a pecuniary interest in Item No. 12(2)(A) concerning the bargaining unit position of Planner, Development Management and Special Projects because he is employed by the Region of York and is a member of C.U.P.E.; Councillor Neeson did not participate in any discussion or vote regarding this position**

6. Roads Division – 2 seasonal staff - \$40,800 - CONSENT

Tab 3, page 22, #1-2-1512481-1120/1150

•2 students and 4 seasonal employees in total being requested for 2016 to maintain same levels of service

7. Graphic Design Specialist – from temporary to 1 permanent full-time - \$20,310 - CONSENT

Tab 11, page 13, #1-2-7531000-1110-1150

****Councillor Neeson declared a pecuniary interest in Item No. 12(2)(A) concerning the bargaining unit position of Graphic Design Specialist because he is employed by the Region of York and is a member of C.U.P.E.; Councillor Neeson did not participate in any discussion or vote regarding this position**

8. Library Children/Youth Services Assistant – Increased Hours – \$10,300 - CONSENT

Tab 10, page 10, #3-2-8511000-111/1150

9. Library Clerk Keswick – Increased Hours - \$7,500 - CONSENT

Tab 10, page 10, #3-2-8511000-1110/1150

10. Library Student Keswick – Increased Hours - \$1,620 - CONSENT

Tab 10, page 10, #3-2-8511000-1110/1150

Moved by Councillor Harding, Seconded by Councillor Fellini

That the Council meeting recess at 12:03 p.m.

Carried.

The meeting reconvened at 1:03 p.m.

Moved by Councillor Sebo, Seconded by Councilor Neeson

That the meeting continue past the four-hour maximum time limit

Carried.

OPERATING BUDGET: NEW INITIATIVES

1. Fire and Emergency – Contribution to Vehicle/Equipment Reserves - \$73,600 - CONSENT
Tab 6, page 15, #1-7-2511000-8168
2. Wireless Broadband Infrastructure – Contribution to Reserves - \$20,000 - CONSENT
Tab 7, page 10, #1-7-3554000-8168
3. Fire – Regional Radio System – Contribution to Reserves - \$14,000 - CONSENT
Tab 6, page 16, #1-2-2511000-3260 (8168)
4. Library – Professional Development - \$13,750 - CONSENT
Tab 10, page 11, #3-2-8511000-3150

Council requested a report from staff concerning results from professional development/training expenditures

5. Mayor and Council Projects – reduce from \$12,500 to \$5,000 - CONSENT
Tab 12, page 5, #1-2-6511000-3960-3967
CONSENT as amended; \$1,000 from Mayor's fund, \$1,500 from Deputy Mayor's fund, \$1,000 from each of the five Councillor's funds
6. Development Tracking Software Solution - Contribution to Reserves - \$10,000 - CONSENT
Tab 7, page 10, #1-7-3551000-8157

Moved by Councillor Neeson, Seconded by Councillor Sebo

RESOLUTION NO. C-2015-0801

That the Rules of Procedure be waived to permit Karen Wolfe to address Council.

Carried.

Karen Wolfe stated that the Ontario Government provides grants for community anniversaries, up to a maximum of \$200,000.

7. Sutton 125th Anniversary Celebrations - \$7,500 - CONSENT
Tab 8, page 24, #1-2-4522000-3703
8. Purchasing E-Bidding Software Maintenance Fees - \$5,250 – DEFER to consider with the Capital budget later in the meeting
Tab 7, page 41, #1-2-3541000-3410

9. The Link – Contribution to Asset Lifecycle Reserves - \$5,000 - CONSENT
Tab 4, page 19, #1-7-1534755-8168

10. CAO – Consultant Fees – (\$10,000) - SAVINGS
Tab 11, page 7, #1-2-7512000-3320

11. Corporate Training Initiatives – (\$10,700) - SAVINGS
Tab 11, page 23, #1-2-7522000-3150

12. Management Training Initiatives – (\$20,000) - SAVINGS
Tab 13, PAGE 4, #1-2-9524000-3150

13. Fire and Emergency – Service Fee Changes – (\$40,000) - SAVINGS
Tab 6, PAGE 13, #1-1-2511000-0711

•Staff provided a detailed list of Town fleet vehicles, noting that 85% of the vehicles are assigned to the Operations and Engineering Department.

4. Fleet Supervisor – 1 permanent full-time - \$98,990 - CONSENT
Tab 3, page 24, #1-2-1511000-1110/1150

Rebecca Mathewson provided brief commentary regarding Federal Gas Tax commitments and Asset Management demands.

Moved by Councillor Neeson, Seconded by Councillor Fellini

That the Council meeting recess at 2:37 p.m.

Carried

The meeting reconvened at 2:54 p.m.

Gagan Sandhu advised that \$1.2 Million has been budgeted for the Roads Program; he reviewed the work plan, based on inspections performed in August of 2015 and advised that there is a plan in place to re-inspect and re-evaluate roads in early spring and the list could change depending on road conditions over the winter months. \$1.7 Million was allocated to roads in 2015, but ideally \$3.2 Million should have been allocated.

This discussion was referred to the second day of budget discussions.

TAB 3
OPERATIONS AND ENGINEERING

Roads & Public Works

- PWK-3 Surface Treatment, \$350,000 – DEFER to November 24th budget discussion
 PWK-5 Roads 2016 Construction Capital Plan – DEFER to November 24th budget discussion

Rebecca Mathewson advised of competing demands in the Capital Budget; parks, facilities, roads, broadband infrastructure, etc. Funding shifts to priorities for each year. The Capital program is fluid based on needs. The budget brought to Council is a responsible budget. In order to mitigate the funding gaps that exist, staff did increase the tax levy contribution to the capital budget from \$1,353,000 to \$1,713,000, increased by \$360,000.

The Federal Gas Tax Reserve will receive \$1.3 Million in 2016, and with proposed draws towards the capital budget, the year-end balance will be approximately \$950,000.

- staff was requested to advise Council how the information is to be fed into the Asset Management computer program in order for the program to provide the correct algorithm to staff, to ensure staff and Council make correct decisions.
- staff was requested how road construction/upgrades are prioritized with regard to the desired percentages being sought for optimum road standards.
- Concerning PWK-3, 'Surface Treatment', and PWK-5, 'Roads 2016 Construction Capital Plan', Council will consider potentially re-allocating Federal Gas Tax Fund to add an additional \$500,000 to this portion of the budget.

TAB 3

- PWK-1 Tandem Axle Dump Trucks, \$315,000 – CONSENT
 PWK-2 1 Radar Recorder for Traffic Counts, \$4,500 - CONSENT
 PWK-3 Surface Treatment \$350,000 – DEFER to November 24th budget discussion
 PWK-4 Concrete Drain and Grate Repair in Egypt Roads Yard, \$25,000 – SEPARATE for discussion
 PWK-5 Roads 2016 Construction Capital Plan, \$830,000 - DEFER to November 24th budget discussion
 PWK-6 Queensway Culvert, \$300,000 – SEPARATE for discussion
 PWK-7 Asphalt Roller. \$40,000 – SEPARATE for discussion
 PWK-8 Development and Process Implementation, \$18,330 - CONSENT
 PWK-9 Mossington Bridge Rehabilitation (Approved in 2015), 575,000 - CONSENT

- PWK-10 Bi-annual OSIM Inspection and Bridge Assessments, \$10,000 – CONSENT
- PWK-11 Car/Pick-up Truck for Operations Technologist, \$10,000 – CONSENT

TAB 4
PARKS & FACILITIES - HALLS

HAL-1 Comprehensive Review and Development of Facility Standards

•staff was requested to add the Library to this study respecting efficiencies

Dan Murnaghan advised that the Libraries and Fire Halls will be included - \$50,000 - CONSENT

- HAL-2 Relocation of Server Room and Required Upgrades - \$60,000 - CONSENT
- HAL-3 Minor Capital – Halls - \$6,500 - CONSENT
- HAL-4 Development and Process Implementation - \$18,330 - CONSENT

PARKS & FACILITIES – ICE PALACE

- ICE-1 Parking Lot Light Replacement - \$8,500 - CONSENT
- ICE-2 Rear Patio Surface Rehabilitation - \$59,045 - CONSENT
- ICE-3 Ice Rink Automation Upgrades - \$45,000 - CONSENT

PARKS & FACILITIES – SUTTON ARENA

SAR-1 Hall Lighting Retrofit - \$23,500 - CONSENT

PARKS & FACILITIES – THE LINK

- LNK-1 Renovations to Classroom 6 - \$115,000 – SEPARATE for November 24th discussion
- LNK-2 Minor Capital - \$8,500 – REMOVE \$2,500 for Exterior Signage for 2016, retain \$3,000 Indoor/Outdoor Receptacles and retain \$3,000 Mop Sink with Plumbing = \$6,000 - CONSENT

13. DISPOSITIONS/PROCLAMATIONS, GENERAL INFORMATION ITEMS AND COMMITTEE OF ADJUSTMENT

- (1) Dispositions/Proclamations *None.*
- (2) General Information Items *None.*

- (3) Committee of Adjustment Planning Matters *None.*
 - (a) Under Review
 - (b) Recommendations
 - (c) Decisions

- 14. MOTIONS/NOTICES OF MOTION *None.*

- 15. REGIONAL BUSINESS *None.*

- 16. OTHER BUSINESS *None.*

- 17. BY-LAWS *None.*

- 18. CLOSED SESSION *None.*
 - (1) Motion to move into closed session of Council

 - (2) Motion to reconvene into open session of Council and report on matters discussed in closed session.

- 19. CONFIRMING BY-LAW *n/a*

- 20. MOTION TO ADJOURN *n/a*

Moved by Councillor Davison, Seconded by Councilor Fellini

That the Meeting recess at 4:55 p.m. and reconvene on the morning of November 24th, 2015 at 9:00 a.m.

Carried.

