Special Council Meeting
For the purpose of Budget Deliberations
Monday January 21, 2019
4:00 p.m., Council Chambers, Fingal

PRESENT:
Mayor G. Jones
Deputy Mayor R. Monteith
Councillors: S. Emons, P. North, J. Pennings

ALSO PRESENT: Lisa Higgs, CAO/Clerk
Kim Grogan, Treasurer

DISCLOSURES:
There were no disclosures made.

OTHER BUSINESS

(a) 2019 Budget Deliberations

Keystone and Parks Operating Budget:

Treasurer Grogan reviewed the items included in the Township's Keystone Complex operating budget and capital items. Deputy Mayor Monteith asked about the security camera and one that is located behind a downspout and the CAO/Clerk explained that the By-Law Enforcement Officer (trained in CPTED) has reviewed the location of the existing cameras and is providing recommendations for the placement of cameras.

Councillor North explained that the septic tank at the Keystone requires some concrete posts or barriers to indicate the location of the tank itself to prevent any damage. Treasurer Grogan indicated that this could be funded from the Township Keystone reserves. Staff are to investigate costs and arrange for the construction of the posts.

Treasurer Grogan reviewed the Parks Operating Budget, explaining that previous budgets have been underestimated, so the 2019 budget has been estimated to better capture the actual costs. Ms. Grogan noted that there are no increases included in the draft budget in additional park costs for maintaining new parks constructed in the municipality.

There was a discussion on the grass cutting contract. Staff was directed to complete an assessment of potential grass cutting service levels and to bring a report back to Council on the impact on the overall budget in changes to this service.

Councillor North asked about the inclusion of bases for the ball diamond. CAO/Clerk to speak with Jeff Wilcox about the baseball bases required for the Township, including an estimate on whether there is a need for additional set of bases.
Keystone Capital:

Treasurer Grogan explained that there are a number of plumbing repairs required for the Keystone Complex. The Treasurer suggested that all 9 toilets be replaced and outlined the funds that are included in the 2019 budget for these repairs.

Parks and Recreation Capital:

Treasurer Grogan reviewed the 2019 budget for Parks and Recreation including: the Fingal Heritage Park design and Fingal Heritage Park implementation; an 84" mower for Keith Orchard; a 60" mower and trailer for parks purposes; fencing for the dugout at the Fingal Ball Park; Shedden Soccer Fields; and Talbotville Park. Councillor North brought forward a concern from the Parks Committee requesting that the backstop at the Fingal Heritage report remain. Staff were directed to bring a follow-up report which includes an assessment of the backstop and the preliminary design work.

CAO/Clerk Lisa Higgs brought forward a report to Council on the Township's Capital Parks Project, suggesting that Phase 2 of the Shedden Open Space Park be deferred to a later date until there is greater residential development in Shedden and a greater demonstrated need. CAO/Clerk Higgs suggested that instead of requesting funds from the Green Lane Trust for the Open Space Park, request funds for the Talbotville Fire Hall to be held in a reserve for the building.

Treasurer Grogan brought forward a report on the proposed Parks projects and the different grant opportunities for each project. Councillor North suggested that Shedden Open Space project should include a washroom as part of the first phase of the construction. Councillor North emphasized that he believes that we need to proceed with the Talbotville Fire Hall within a five-year period, so his request for delay is for a short time. Staff were directed to bring forward information on the anticipated date when the province will provide a response on the grant and a timeline from the developer on construction.

Council took a break for dinner at 5:35 pm and reconvened at 6:08 pm

Administrative Operating Update:

CAO/Clerk Higgs brought forward a report summarizing updates on Emergency Management items, grass cutting services and alternatives, roofing for the Shedden Plaza, Recycling Centre Participation Results, street light survey, and waste collection cost updates. Council directed staff to request Household Hazardous Waste information from the St. Thomas Recycling Centre, data on Elgin municipality's emergency management supplies and use of these items, and on the benefit to Southwold of KCCA's GIS staff.

Planning Fees Update:

CAO/Clerk Higgs brought forward a report summarizing different options for amending the Township's planning fees. Council discussed various options for Planning Fees. Council affirmed that agreement fees may still be required, but that these should be set at $500.00, consent fees may be altered to $400.00, site plan approval fees should be raised as presented and the Site Plan Agreement fees remain as originally presented, and that the remainder of the fees be set at the midway point between existing fees and proposed fees. Staff were directed to bring an updated report to Council with these fees and the impact on budget.
THAT Council of the Township of Southwold now moves into a session of the meeting that shall be closed to the public at 7:21 p.m. in accordance with Section 239 (2) of the Municipal Act, S.O. 2001, c. 25 for discussion of the following matters:

a) A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (section 239 (2) (k)) – Talbotville Development

CARRIED

AJOURNMENT:

THAT Council of the Township of Southwold adjourns this Special Budget meeting of Council at 7:43 p.m.

CARRIED

Clerk
Lisa Higgs

Mayor
Grant Jones