THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD

MINUTES

Special Council Meeting
For the purpose of Budget Deliberations, Correspondence and By-law
Thursday January 9, 2020
4:00 p.m., Council Chambers, Fingal

PRESENT: Mayor G. Jones
Councillors: S. Emons
P. North
J. Pennings

ALSO PRESENT: Katherine Thompson, CAO/Clerk
Lisa Higgs, Assistant CAO/Clerk
Jeff Carswell, Treasurer
Paul Van Vaerenbergh, Public Works Superintendent
Jeff McArthur, Fire Chief
Corey Pemberton, Chief Building Official.

ABSENT: Deputy Mayor R. Monteith

DISCLOSURES:
There were no disclosures made.

REPORT

OTHER BUSINESS

(a) 2020 Budget Deliberations
   - Operating and Capital Budget

Tab 1 – Introduction

The Treasurer provided an overview of the budget including information regarding service
levels, inflationary increases, cash requirements and reserve contributions and asset
management. He also provided an overview of the sections contained in the budget binder and
explained the key numbers involved in the budget analysis (tax rate, levy increase, impact on
average assessed home).

Tab 2 – Net Levy
Council reviewed the Net Levy section of the 2020 budget.

Tab 3 - Other Revenue and Expenses
Council reviewed Other Revenue and Expenses section of the 2020 budget.
Tab 4 – Council

Council requested that the fee waivers costs be removed from the Council section and included in a different section so that the Council section can reflect only Council costs. It was recommended that these numbers be included in the Keystone Complex budget so that it can be accurately reflected as to what the costs of free rentals is to the operation of the Keystone budget.

Training costs were an item Council wanted to consider more.

Tab 5 – Administration

Council is not supportive of the road-side informational sign in front of the Township.

There were questions regarding the $25,000 contribution to the Administration Building Reserve. This reserve funds future replacement of flooring, H-VAC systems, drywall etc. as needed in the future.

Tab 6 – Municipal Property

Council suggested keeping rent for all tenants to a 2% increase across the board. Corey and Jeff will bring back prices for leaky windows at the Medical building which would be funded from reserves.

Tab 7 – Fire Department

There were questions about the projections for cost on the new Talbotville firehall and where these estimates have come from.

Building repairs include – hot water heater in Shedden, generator maintenance, snow removal

Fire department tablets - can we ask Greenlane for this?

When the surplus firetruck sells where does the money go? Fire Truck reserve fund.

There was discussion regarding lowering the Fire Reserve contribution to reduce the levy. Jeff cautioned against reducing reserve contributions for future asset replacement; however, this is an area where Councillors could reduce amounts and reduce levy contributions.

Tab 8 – Police

Council reviewed the Police section of the 2020 budget.

Tab 9 – Building Department

The CBOs truck is no longer functional, and he needs it to do his daily inspections. Council authorized staff to tender for the truck replacement. Council also approved the e-volta software purchase which will make the building permit process easier for builders and allow the CBO to provide a quicker turn around time to builders.

2020 -001 Councillor North – Councillor Emons

Building Department

Purchases

THAT staff have permission to tender for the truck and proceed with the e-volta software purchases

CARRIED
Tab 10 – Conservation Authority
Council reviewed the Conservation Authority section of the 2020 budget.

Tab 11 – By-law, Canine, Livestock
Council reviewed the By-law, Canine and Livestock section of the 2020 budget.

CORRESPONDENCE

2020-002  **Councillor Pennings – Councillor Emons**

**VON – Waiver of Fees**

**THAT** Council of the Township of Southwold approves the waiver of fees for the VON Smart Exercise Classes and the Congregate Dining Events for the year ending December 31st, 2020.

**CARRIED**

2020-003  **Councillor North – Councillor Pennings**

**Golden Acres Chapter #305**
**Order of Eastern Star**
**Fee Reduction Request**

**THAT** Council of the Township of Southwold approves the rental fee of $100.00 for the monthly meetings of the Golden Acres Chapter # 305 – Order of the Eastern Star until December 31st, 2020.

**CARRIED**

2020-004  **Councillor Emons – Councillor North**

**Scouts Waiver of Fees**

**THAT** Council of the Township of Southwold approves the waiver of fees for the monthly meetings of the Scouting program, Scouts Canada for the year ending December 31st, 2020.

**CARRIED**

BY-LAW

2020-005  **Councillor Emons – Councillor Pennings**

**Committee of Adjustment By-law**

**THAT** By-law No. 2020-01, being a by-law to appoint a committee of adjustment be read a first and second time, considered read a third time and finally passed this 9th day of January 2020.

**CARRIED**

ADJOURNMENT

2020-006  **Councillor Pennings – Councillor North**

**Adjournment**

**THAT** Council of the Township of Southwold adjourns this Special Budget meeting of Council at 7:01 p.m.

**CARRIED**

[Signatures]

Clerk
Katherine Thompson

Mayor
Grant Jones