

**TOWNSHIP OF ESSA
SPECIAL MEETING – BUDGET MINUTES
WEDNESDAY, FEBRUARY 6, 2019**

A Special Meeting of Council was held on Wednesday, February 6, 2019 in the Council Chambers of the Administration Centre. The purpose of the meeting was for consideration of the 2019 Capital and Operating Budget for the Township of Essa.

In attendance: Mayor Sandie Macdonald
Deputy Mayor Michael Smith
Councillor Keith White
Councillor Henry Sander
Councillor Ron Henderson

Staff in attendance: G. Murphy, Chief Administrative Officer
C. Healey-Dowdall, Manager of Planning and Development
C. Mohr, Manager of Finance
C. Ross Tustin, Fire Chief
D. Perreault, Manager of Public Works
L. Lehr, Clerk

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 1:00 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

3. DELEGATIONS / PRESENTATIONS

STAFF REPORTS AND MEMORANDUMS

4. TREASURY

(a) Memorandum from the Manager of Finance and the Chief Administrative Officer, Re: 2019 Proposed Budget Overview and Highlights.

The Manager of Finance provided Council with a memorandum outlining the prioritized items to be included in the 2019 Budget. She stated that the memorandum also contains a listing of items that have been cut from the proposed 2019 Budget.

Council and members of staff proceeded to review the memorandum in detail.

Council requested that a report come forward at the next Budget meeting showing the items outlined in this memorandum, as to which are operating/capital and which fall under asset management.

(b) Memorandum from the Manager of Finance, Re: Part time Accounts Payable Position.

The Manager of Finance advised Council that for now she has withdrawn her request for Council's consideration of funding in the 2019 Budget to hire a Part Time person for Accounts Payable.

5. PLANNING

The Manager of Planning and Development advised Council that hiring a Planning Student is no longer a priority. As such, she has withdrawn her request for Council's consideration of funding in the 2019 Budget.

(a) Planning Fees Comparison using Different Fees

(b) Building Fees Comparison using Different Fees

The Manager of Planning and Development reviewed the proposed Planning Fees and Building Fees.

6. CAO

(a) Administration Centre Retaining Wall

The Chief Administrative Officer reviewed the email from Ainley Group in regards to the retaining wall at the Administration Centre. He stated that Council will have to consider replacing it within the next few years, but that staff will have to monitor it to ensure there is no further movement or deformation of the wall.

7. ADDITIONAL ITEMS

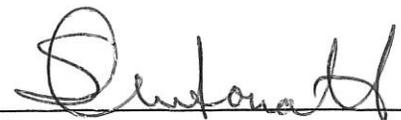
8. CLOSED SESSION

9. ADJOURNMENT

Resolution No: SCW009-2019 Moved by: Smith Seconded by: Henderson

Be it resolved that this Special Meeting of the Council of the Township of Essa adjourn at 3:41 p.m. to meet again on the 20th day of February at 2:30 p.m.

----Carried----



Sandie Macdonald, Mayor



Lisa Lehr, Clerk