

**THE CORPORATION OF THE TOWNSHIP OF ESSA
SPECIAL MEETING - BUDGET MEETING**

WEDNESDAY, NOVEMBER 20, 2019

MINUTES

A Committee of the Whole meeting was held on Wednesday, November 20, 2019 in the Council Chambers of the Administration Centre, Township of Essa.

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

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer
A. Powell, Manager of Planning and Development
B. Morrison, Manager of Public Works
J. Coleman, Manager of Parks and Recreation
S. Parkinson, Thornton Arena Supervisor
C. Traynor-Richter, Manager of Finance
R. Rosilius, Deputy Treasurer
L. Wark, Chief Executive Officer, Essa Public Library
G. Newbatt, Manager of Public Services, Essa Public Library
L. Lehr, Clerk

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 1:24 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

3. DELEGATIONS / PRESENTATIONS

a. **Mark Yandt – OCWA**
Re: Proposed 2020 Water and Sewer Budget

i. **OCWA 2020 Project Recommendations**

Mark Yandt was in attendance to present Council with OCWA's 2020 Operating and Capital budgets. He provided Council with an overview of priorities, projects and works for 2020.

Resolution No: SCW013-2019 Moved by: Sander Seconded by: Henderson

Be it resolved that the proposed 2020 Water and Sewer Budget as recommended by OCWA be received.

----Carried----

b. Laura Wark, CEO
Re: Proposed 2020 Library Board Budget

Laura Wark, CEO Essa Public Library, Glenda Newbatt, Manager of Public Services and Derek McKeever, Essa Public Library Board Chair, presented Council with the proposed 2020 Library Board Budget.

Resolution No: SCW014-2019 Moved by: Sander Seconded by: White

Be it resolved that the proposed 2020 Library Board Budget as approved by the Essa Public Library Board be received.

----Carried----

4. 2020 PROPOSED BUDGET – WORKING PAPER DATED NOVEMBER 2020

- **Separate Package (*Please keep for Future Budget Meetings)**

STAFF REPORTS AND MEMORANDUMS

5. TREASURY – Budget Background Information

- a. Memorandum from the Manager of Finance – 2020 Budget Considerations

The Manager of Finance and the Deputy Treasurer provided Council with an overview of the Treasury Department 2020 Budget Items for Council's consideration.

6. POLICING – Budget Background Information

- a. 2020 Municipal Policing Cost Estimates - OPP

The Manager of Finance provided Council with an overview of the 2020 Municipal Policing Cost Estimates for Council's consideration in the 2020 Operating Budget.

7. NVCA – Budget Background Information

- a. 2020 Draft Budget

The Manager of Finance presented Council with the 2020 NVCA Draft Budget.

8. ADMINISTRATION – Budget Background Information

- a. Memorandum from Clerk - 2020 Budget Considerations – Council
- b. Memorandum from Clerk - 2020 Budget Considerations – Clerks Office
- c. Memorandum from Clerk - 2020 Budget Considerations – By-law/Canine Control
- d. Verbal – 2020 Budget Consideration – Operating Assistance

The Clerk reviewed the memorandums in regards to the 2020 Operating Budget for the following: Council, Clerk's Office, and By-law/Canine Control. She provided a brief overview of the 2020 Operating Budget for Assistance.

9. PLANNING – Budget Background Information

- a. Memorandum from the Manager of Planning and Development – 2020 Budget Considerations – Planning
- b. Memorandum from the Manager of Planning and Development – 2020 Budget Considerations – Revenue Forecast

The Manager of Planning and Development reviewed the memorandums specific to the 2020 Planning Budget Considerations and Revenue Forecast.

10. PARKS AND RECREATION/COMMUNITY SERVICES – Budget Background Information.

- a. 2020 Budget Priority List – Angus Arena
- b. 2020 Budget Priority List – Thornton Arena
- c. 2020 Budget Priority List - Parks

The Manager of Parks and Recreation and the Thornton Arena Supervisor provided Council with a brief overview of the Operating and Capital Budgets for the following: Community Programs, Angus Arena, Thornton Arena, and the Recreation Parks and Buildings.

11. TRANSPORTATION/PUBLIC WORKS – Budget Background Information

- a. 2020 Budget Priority List

The Manager of Public Works provided Council with an overview of the prioritized listing of items for Council's consideration in the 2020 Transportation and Public Works Budget.

12. FIRE DEPARTMENT – Budget Background Information

Council deferred their review of the 2020 Proposed Fire Department Budget to the next scheduled Budget Meeting on December 4, 2019.

- a. Memorandum from Fire Chief – 2020 Budget Considerations - VFF
- b. Memorandum from Fire Chief – 2020 Budget Considerations - Fire

13. ADDITIONAL ITEMS

- a. **Inventory of Municipally Owned Properties**

Council requested that staff provide them with an inventory listing all municipally owned properties.

14. IN CAMERA

15. ADJOURNMENT

Resolution No: SCW013-2019 Moved by: Smith Seconded by: Henderson

Be it resolved that this Special Meeting of the Council of the Township of Essa adjourn at 5:03 p.m. to meet again on the 4th day of December, 2019 at 1:00 p.m.

----Carried----



Sandie Macdonald, Mayor



Lisa Lehr, Clerk