

The Minutes of the Budget Meeting of the Municipality of Tweed held Tuesday, **February 4, 2020** at 8:30 a.m. in the Council Chambers.

Mayor Jo-Anne Albert  
Deputy Mayor Brian Treanor  
Councillor Jamie DeMarsh  
Councillor James Flieler  
Councillor Jacob Palmateer

CAO/Treasurer  
Clerk/Deputy Treasurer  
Public Works Manager  
Community Development Manager  
Fire Chief

### **CALL TO ORDER**

Mayor Albert called the meeting to order at 8:35 a.m.

### **APPROVAL OF AGENDA**

MOVED BY J. FLIELER, SECONDED BY J. DEMARSH  
BE IT RESOLVED THAT the Agenda for the February 4, 2020 Budget Meeting be approved as presented. Carried.

### **DISCLOSURE OF PECUNIARY INTEREST**

None.

### **DELEGATIONS AND PRESENTATIONS**

None.

### **CAPITAL PROJECTS – REVIEW OF 2019 AND 2020**

Council reviewed the 2019 Capital Projects to allocate the funding source for the 2019 Non-budgeted Capital items in the amount of \$11,331.23.

MOVED BY J. PALMATEER, SECONDED BY J. DEMARSH  
BE IT RESOLVED THAT the 2019 Non-budgeted Capital items be funded from the Waste Site Reserve. Carried.

Council reviewed the 2020 Capital Projects and agreed to defer the Marlbank Road guardrails to the 2021 Capital Budget.

### **2020 OPERATING BUDGETS**

Proposed 2020 Operating Budgets for all departments were reviewed by Council in conjunction with Department Heads with the following changes/decisions noted:

1. Revenue of \$6,000.00 was added to CD Taste of Tweed.
2. Expense Account Name for CD Feast From Farms to change to CD Taste of Tweed.
3. Expense Accounts PARKS Professional/Training and PARKS Training to be combined into one account only called PARKS Training.
4. Budget for PARKS Training to be set at \$1,500.00.
5. MOVED BY B. TREANOR, SECONDED BY J. FLIELER  
BE IT RESOLVED THAT Council authorizes staff to proceed with the preparation of tenders for the Outdoor Fitness Equipment and the Marlbank Dome;  
AND FURTHER, that Council authorizes staff to proceed with the preparation of tenders for the Sand Dome Cover in the Public Works Capital Budget. Carried.
6. Expense Account SPLASH PAD Fundraising to be removed as a line item.
7. Expense Accounts ARENA Professional Dev./Training and ARENA Training to be combined into one account only called ARENA Training.
8. Council authorized staff to proceed with the purchase of magnetic signs to designate a Girls' Change Room in the Tweed Arena.
9. Council authorized staff to check the requirements for staff to wear helmets at the Tweed Arena.
10. Expense Account SWIMMING POOL Fundraising Revenue to be removed as a line item.
11. Council authorized staff to investigate the cost to replace the Pool heater.

12. Council deferred the construction of a new shed at the Pool to a future budget.
13. Expense Account LIBRARY Construction to be removed as a line item.
14. MOVED BY J. DEMARSH, SECONDED BY J. FLIELER  
BE IT RESOLVED THAT the LIBRARY Municipal Grant be increased to \$154,000.00. Carried.
15. Expense Account ROADS Culvert Thawing be corrected to \$2,500.00.
16. Expense Account ROADS Line Painting be increased to \$40,000.00 to allow for better paint application.
17. Expense Account ROADS Standby be increased to \$55,000.00.
18. Expense Account ROADS Truck #40 be increased to \$15,000.00.
19. Expense Account ROADS Truck #10 be increased to \$15,000.00.
20. MOVED BY J. DEMARSH, SECONDED BY J. PALMATEER  
BE IT RESOLVED THAT Council accept the quote from Jewell Engineering to complete the 2020 OSIM Bridge Inspection Report in the amount of \$9,400 plus HST. Carried.
21. Expense Account MAMP Studies – Road, Water, Wastewater in the amount of \$36,000.00 be deferred from the 2020 Budget.
22. Expense Account STREETLIGHTS, Crosswalks to be removed as a line item.
23. Council authorized staff to prepare a By-law to amend By-law No. 2005-51 to increase Water & Sewer Rates by 1% effective with the July, 2020 Billing.
24. Council authorized staff to arrange a meeting with BluMetric Environmental to discuss 2020 estimates for WDS monitoring.
25. Expense Accounts FIRE Wages - Firefighters, FIRE Wages – Fire Training, and FIRE Wages – Fire Standby to be combined into one account only called FIRE Wages in the total amount of \$87,500.00.
26. MOVED BY J. PALMATEER, SECONDED BY J. FLIELER  
BE IT RESOLVED THAT the Fire Chief be authorized to order the new bunker gear for new firefighters in advance of the final approval of the 2020 Budget.
27. Expense Account ADMIN Building Janitorial be increased to \$10,000.00.
28. MOVED BY B. TREANOR, SECONDED BY J. DEMARSH  
BE IT RESOLVED THAT Council approves the purchase of necessary updated First Aid equipment for all municipal workplaces from Cintas for the cost of \$9,230.41 including tax as per the recommendation of the Health & Safety Committee; AND FURTHER, that the funds come from the Working Capital Reserve. Carried.
29. MOVED BY J. DEMARSH, SECONDED BY J. PALMATEER  
BE IT RESOLVED THAT the Expense Account ADMIN Grants for Events be removed as a line item. Carried.
30. Council authorized staff to advise the Curling Club in writing that their application for Event Sponsorship did not qualify for funding under the Event Sponsorship Policy.
31. Expense Account ANIMAL CONTROL Kennel be increased to \$4,800.00.
32. Council authorized staff to obtain separate costing for insurance for the Marlbank Dome to allow the expense to be removed from ADMIN Insurance and recorded as a line item in the HAMLET Section of the Budget.

### **RESERVES, DISCRETIONARY RESERVE FUNDS, OBLIGATORY RESERVE FUNDS**

Council reviewed the Reserves, Reserve Funds and Obligatory Reserve Funds Reports of beginning and ending balances based on the 2020 Budget estimates.

MOVED BY J. DEMARSH, SECONDED BY J. FLIELER

BE IT RESOLVED THAT the Blower Building for the proposed third lagoon project be partially funded with the balance remaining in the Village Infrastructure Reserve. Carried.

Council authorized staff to prepare guidelines for the Hamlet Committees to clarify what expenses the Committee is responsible for paying and what expenses the Municipality is responsible for paying. Council also authorized staff to bring forward guidelines for the capping of Hamlet Reserves at \$12,000.00 per Hamlet Committee in the 2021 Budget deliberations.

Council received the report on Modernization Spending to date and authorized staff to

provide efficiency options to utilize the \$230,689.38 balance of the funding.

**PROPOSED TAX LEVY**

Council reviewed the Proposed Tax Levy Report based on the 2020 Budget as presented and authorized staff to budget for a 2.5% tax rate increase in 2020.

Council authorized staff to maintain Reserves at 40% when recommending Reserve Transfers.

Council authorized staff to prepare the 2020 Budget Reconciliation Report as required under Ontario Regulation 284/09.

**USER FEE REVIEW**

Council reviewed the User Fees currently being charged under By-law No. 2018-33.

The following increases were approved for a new User Fees By-law when the Budget is passed:

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| 1.  | Administration - Photocopying – Colour                            | \$1.00 per page  |
| 2.  | Administration – Commissioner of Oaths                            | \$10.00 for first 5 pages and<br>\$1.00 per page thereafter              |
| 3.  | Fire – Inspection   | \$125.00   |
| 4.  | Fire – Return Inspection  | \$50.00  |
| 5.  | Recreation – Arena – Prime Time                                   | \$138.00/hour  |
| 6.  | Recreation – Arena – Non Prime Time                               | \$90.00/hour   |
| 7.  | Recreation – Minor Hockey & Figure Skating<br>Prime Time          | \$98.00/hour   |
| 8.  | Recreation – Arena Summer Use – Receptions<br>plus damage deposit | \$600.00 (includes tables and<br>chairs) with damage deposit<br>\$250.00 |
| 9.  | Recreation - Ball Diamond – day use                               | \$27.00  |
| 10. | Recreation - Ball Diamond – evening use                           | \$33.00  |
| 11. | Recreation - Ball Diamond – tournaments                           | \$60.00  |
| 12. | Recreation – Ball Diamond – corporate day                         | \$100.00   |

Council authorized the removal of separate line items for the rental of the Stoco and Marlbank Ball Diamonds as the rental rate of \$27.00 is the same as the Ball Diamond – day use rate.

Council authorized the Hamlet Committees to utilize the photocopier in the Municipal Office for Hamlet business and promotion at no charge for black & white copies and \$.05/page for colour copies using their own paper.

Council authorized staff to amend Schedule “B” of the new By-law for User Fees to exclude Brush from being charged under Bulk Items.

**PUBLIC BUDGET PRESENTATION**

The date for the Public Budget Presentation was set for Tuesday, March 24, 2020 prior to the Regular Council Meeting.

**ADJOURNMENT**

MOVED BY J. FLIELER, SECONDED BY B. TREANOR  
BE IT RESOLVED THAT Council adjourn at 3:43 p.m. Carried.

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MAYOR

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CLERK