



Minutes of Special Council Meeting  
February 20, 2018  
5:00 PM  
Council Chambers, Arnprior

**Present:**

Mayor David Reid  
Reeve Walter Stack  
Councillor Ted Strike  
Councillor Dan Lynch  
Councillor Lynn Grinstead  
Councillor Tom Burnette  
Councillor Frank Dugal

**Also Present:**

Michael Wildman, CAO  
Maureen Spratt, Town Clerk  
Jennifer Morawiec, GMCS / Treasurer  
Kaila Zamojski, Deputy Clerk  
John Steckly, General Manager Operations  
Deanna Nicholson, Environmental Engineering Officer  
Ryan Wall, Engineering Officer  
Gordon Gillespie, Engineering Officer, Facilities & Civil  
Jeff Crawford, Fire Chief  
Rick Desarmia, Fire Prevention/Protection Officer  
Ken Terry, IT Support Coordinator  
Cassidy Marshall, Payroll Officer/Special Projects

**Absent:**

1. Call to Order

Mayor David Reid called the Council meeting to order at 5:00 PM and welcomed those present.

2. Roll Call

The roll was called with all Members of Council being present.

3. Adoption of Agenda

Resolution No. 046-18

Moved by Tom Burnette

Seconded by Dan Lynch

BE IT RESOLVED THAT agenda for the Special Meeting of Council dated Tuesday, February 20, 2018 be adopted.

Resolution CARRIED

Mayor David Reid noted that depending on how tonight goes, Council may not require the second evening of deliberations.

4. Disclosures of Pecuniary Interest

Dan Lynch noted an item of pecuniary interest, if discussed:

"I Councillor Dan Lynch have a pecuniary interest in Item No.7 (a)(i), in regards to the Arnprior Airport Grant noted on page 10-2 in the Budget document, as I am a paid employee of the Arnprior Airport."

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### 5. Awards/ Delegations/ Presentations

#### a) **Presentations:**

##### **Draft 2017 Budget – CAO & General Manager, Client Services/Treasurer**

The CAO & General Manager, Client Services/Treasurer provided a power point presentation on the 2018 Draft Budget Recap and Update, attached as Appendix A and forming part of these minutes.

The CAO and General Manager, Client Services/ Treasurer then reviewed the 2018 Draft budget cost centres, highlighting key areas including:

- 2018 Draft Operating Budget
- 2018 Draft Capital Budget
- 2018 Long Range Capital Forecast (LRCF)
- Supporting Documents:
  - Reserves/ Reserve Funds
  - Debt
  - 2017 Works in Progress (WIP)

The CAO and General Manager, Client Services/Treasurer responded to questions throughout.

Discussion ensued among Members of Council, resulting in the following resolutions:

#### Resolution No. 047-18

Moved by Walter Stack

Seconded by Dan Lynch

That Council approve \$12,500 in funding to the Arnprior & McNab/Braeside Archives, for the purchase of mobile shelving, contingent upon the necessary grant being received by the organization.

Resolution CARRIED

#### Resolution No. 048-18

Moved by Lynn Grinstead

Seconded by Dan Lynch

**That** Council direct staff to prepare the 2018 Budget, as presented and amended pursuant to Resolution 047-18 for consideration of adoption at the February 26, 2018 Regular Meeting of Council, including a municipal tax rate increase of 2.0%, with the funds collected from the municipal tax rate increase to be applied towards Road Rehabilitation projects.

Resolution CARRIED

Mayor David Reid, with Council's concurrence, requested the following:

- That staff investigate the eligibility criteria for the Fair Hydro Plan reductions with a possibility of a resolution to be brought forward in future;
- That staff prepare a letter for the Mayor's signature concerning the errors made by the Province in their Ontario Community Infrastructure Fund (OCIF) response regarding the top-up application made by the Town; and
- That staff investigate further possible options regarding the issue of lower tier collection of taxes for Upper Tiers and School Board without any compensation and carrying the full financial impact of unpaid receivables.

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Mayor David Reid thanked staff, on behalf of Council, for the level of effort put into this budget process, noting the Town's debt retirement strategy and long term infrastructure renewal programs.

6. Confirmatory By-Law  
Resolution No. 049-18

Moved by Tom Burnette

Seconded by Dan Lynch

THAT By-law No. 6793-18 being a By-law to confirm the proceedings of the Special Meeting of Council held on February 20, 2017 and it is hereby enacted and passed.

Resolution CARRIED

7. Adjournment

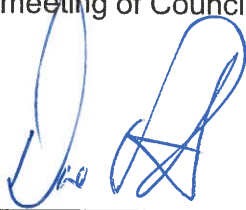
Resolution No. 050-18

Moved by Lynn Grinstead

Seconded by Ted Strike


THAT this meeting of Council be adjourned at 7:07 PM.

Resolution CARRIED



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David Reid, Mayor



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Maureen Spratt, Town Clerk

Appendix A



# 2018 Draft Budget Recap/Update

M. Wildman, CAO

J. Morawiec, GMCS/T

Special Council Meeting – Tuesday, February 20, 2018

# Budget Impact

- Salaries, Wages and Benefit lines in the 2018 Budget are impacted by a combination of influences
  - Impacts are more significant this year due to multiple ESA amendments under Bill 148
- Impacts can generally be categorized as external influences (outside the Town's control) or internal influences (within the Town's control)



# Salary & Benefit Impacts

Salary/Benefit Impact	Influence
Minimum Wage Increase	External
Vacation Pay Increase	External
Statutory Holiday Pay Calculation Change	External
Statutory Deduction Increases (WSIB, EI, CPP, EHT, etc)	External
Benefit Premiums (Life, AD&D, Dental, Health)	External
COLA Increase	Internal
Job Evaluation Adjustments	Internal
Health Care Coverage Increase	Internal



# Adjustments

- Minor adjustments were made to the operating budget which result in \$29,291 additional net contributions to reserves
  - \$30,000 added to Winter Control Reserve

			Draft 2018 Budget	Revised 2018 Budget	Total Net Change
<b>REVENUES</b>					
1-4-1200-0700	Clerk - Licenses		\$ (25,500)	\$ (30,000)	\$ (4,500)
1-4-7110-0520	NSC - Ice Rental		\$ (300,000)	\$ (310,000)	\$ (10,000)
1-4-7110-0388	McNab Fees		\$ (192,269)	\$ (206,860)	\$ (14,591)
1-4-7110-0532	Swim Memberships		\$ (25,000)	\$ (20,000)	\$ 5,000
1-4-7110-0534	Instructional Swim		\$ (175,000)	\$ (180,000)	\$ (5,000)
					<b>\$ (29,091)</b>
<b>EXPENSES</b>					
1-5-2010-1180	PW Garage - Labour		\$ 19,200	\$ 16,200	\$ (3,000)
1-5-4370-1180	Mains & Valves - Labour		\$ 28,000	\$ 31,000	\$ 3,000
1-5-7100-5105	NSC - Secured Network		\$ 5,000	\$ 6,000	\$ 1,000
1-5-7110-4390	Gas, Oil, Lubricant		\$ 5,200	\$ 4,000	\$ (1,200)
					<b>\$ (200)</b>
<b>TOTAL NET CHANGES</b>					<b>\$ (29,291)</b>



# 2017 Actuals

- 2017 Operating Budget forecasted \$3.05M contribution to Reserve/Reserve Funds
  - Contribution will be less than forecasted however still significantly revenue positive
  - Unaudited estimate as of today is \$2.80M.
  - Final values to be presented with Audited Statements
- Major impacts include:
  - Winter Control, River Crossing, Marina flood, Bridge WM Repair, Recreation expenses





# 2017 Capital / WIP

- Over \$8.4M expended in 2017 for capital projects
- 35 capital projects fully completed
  - Return to source from completed projects approximately \$252K
- 17 projects carrying forward as WIP, the majority near completion
  - WIP carry-forward \$1.75M



# Archives - Shelving

- The 2018 draft budget includes \$15,500 in operating funding to the Archives which includes the \$2,000 increase as requested during budget deliberations in December.
  - An additional request for \$12,500 project funding for shelving, arose recently from deliberations at the Township of McNab/Braeside.



# Archives - Shelving

- The Township of McNab/Braeside approved its 2018 budget which includes operating funding of \$12,315 for the Archives and project funding of \$12,500 for mobile shelving
  - Shelving funds contingent on matching funding from the Town of Arnprior and a successful grant application (for the remaining 50% funding).



# 20 Year Sewer Use Charge

- The annual debt payments for the 20 year loan will cease in 2018
  - Reserve transfers are sufficient to cover the final debt payment of \$50,047 in 2018.
- Taxpayers will no longer see this charge on their tax bills
  - Charges varied per the by-law however approximately \$63.05 for the average property owner



# Overall Impact

- Net impact of the recommended 1.5% Municipal Tax Rate Increase (MTRI) and the Sewer Use Charge savings
  - Assumes Average Home with an Assessed Value of \$226,500

MTRI	Annual Cost / Avg. Home	Avg. Sewer Rate Savings	Annual Net Cost to Avg. Home	Monthly Net Cost to Avg. Home
1.5%	\$79.94	(\$63.05)	\$16.89	\$1.41



# Municipal Tax Rate - Historic

Year	Municipal Tax Rate Increase	CPI Rate
2018 (Proposed)	1.50%	
<b>5 YR AVG</b>	<b>1.17%</b>	<b>1.7%</b>
2017	2.25%	1.9%
2016	0.75%	1.8%
2015	1.33%	1.2%
2014	0.00%	2.4%
2013	1.50%	1.0%

\* If the 2018 Municipal Tax Rate Increase is approved at 1.50%, it is still below the average annual CPI average of 1.70%



# Questions?



• WHERE THE RIVERS MEET •