



Minutes
Committee of the Whole-Budget Deliberations
Tuesday December 20, 2011
3:00 PM. Council Chambers

Council Present:

Mayor George Bridge
Deputy Mayor Terry Fisk
Councillor Faulkner
Councillor Colwell
Councillor Elliott
Councillor Hembly
Councillor Turton

Staff Present:

Bill White, CAO/Clerk
Gordon Duff, Treasurer
Terry Kuipers, Chief Building Official
Brian Hansen, Public Works Director
Matthew Lubbers, Recreation Services Manager
Allan Carr, Facilities Manager
Belinda Wick Graham, Business & Economic Manager
Chris Harrow, Fire Chief
Annilene McRobb, Clerical Financial Assistant/Recording Secretary

1. **Call to Order** – 3:03 pm
2. **Disclosure of Pecuniary Interest under the Municipal Conflict of Interest Act** – None
3. **Introduction Mayor Bridge**

Mayor Bridge thanked the staff members for putting together the budget package. The layout makes it easier to read. Mayor Bridge suggested a zero percent increase to operating with anything added to the rate going to capital.

4. **Presentation CAO/Clerk and Treasurer**

CAO/Clerk Bill White and Treasurer Gordon Duff presented an overview to Council. Gordon Duff stated that the dollars raised through taxes are shared with County receiving 47% of the share, Education: 16% Town 37%. Treasurer Duff stated that we will still see some figures coming in for 2011, up until February 15th, 2012, so the second look at the budget on February 21st will have more accurate year end actual figures.

5. **Operating and Capital Budgets**

General Administration

Council

CAO/Clerk White reviewed the recommended operating budget of \$144,300. This budget is down slightly from 2011 due to revenue from water systems.

CAO/Clerk

CAO/Clerk White reviewed the recommended operating budget of \$256,850, up from 2010 due to wages and benefits.

General Administration

Treasurer Duff reviewed the recommended operating budget of \$540,800. This budget is down due to staff cuts decreases in consultations and bad debt provision.

People and Property

CAO/Clerk White reviewed the recommended operating budget of \$130,056. This budget is down slightly due to a decrease in Licensing Officer costs.

Fire

Fire Administration

Fire Chief Harrow reviewed the recommended operating budget of \$392,550. This budget has increased slightly.

Clifford Hall

Chief Harrow reviewed the recommended operating budget of \$99,080, slightly lower due to savings in utilities and lower call volume.

Palmerston Hall

Chief Harrow reviewed the recommended operating budget of \$91,300, slightly lower due to less call volume.

Harriston Hall

Chief Harrow reviewed the recommended operating budget of \$203,525, reduced due to lower call volume.

Facilities

Satellite Facilities

Facilities Manager Al Carr reviewed the recommended operating budget of \$25,768. This budget is higher than 2011, .Council discussed responsibility for the CNRA building at the Palmerston Lion's Park.

MOTION: COW - 100

Moved by: R. Elliott

Seconded by: D. Turton

THAT PRACC report to Council in regards to the current agreement between the Town of Minto and the Palmerston CNRA Lawn Bowling Club.

Carried

Palmerston Arena & Hall

Manager Carr reviewed the recommended operating budget of \$137,785. This budget has increased over the 2011 budget mainly due to maintenance, wages, benefits and realistic revenue projection.

Harriston Arena & Hall

Manager Carr reviewed the recommended operating budget of \$143,395. This budget has increased over the 2011 budget due to maintenance, wages, benefits and realistic revenue projection.

Clifford Arena & Hall

Manager Carr reviewed the recommended operating budget of \$186,366. This amount is up from 2011 due to wages and lost revenue from deceased ice use. CAO/Clerk White noted that there would be a report coming forward at the 7 pm council meeting recommending a committee be struck to look at the viability of the Clifford Arena. This budget would be reviewed February 21st, 2012.

Clifford Ball

Manager Carr reviewed the recommended operating budget of \$14,319, increased slightly due to maintenance and lowered revenues.

Palmerston Ball/ Soccer

Manager Carr reviewed the recommended operating budget of \$25,340, decreased slightly due to less staff.

Harriston Ball

Manager Carr reviewed the recommended operating budget of \$14,406, down due to changes in billing grass cutting to the proper park land.

Harriston Parks

Manager Carr reviewed the recommended operating budget of \$20,157, increase slightly due to grass cutting and maintenance costs.

Clifford Parks

Manager Carr reviewed the recommended operating budget of \$14338, decreased slightly due to cut in wages.

Palmerston Parks

Manager Carr reviewed the recommended operating budget of \$35,599, increased slightly due to increases in maintenance and grass cutting costs.

Township Soccer & Parks

Manager Carr reviewed the recommended operating budget of \$6,440, increased due to maintenance, grass cutting and staffing increases.

Recreation

Administration

Recreation Services Manager Matthew Lubbers reviewed the recommended operating budget of \$156,250. This budget has decreased due to staff restructuring.

Harriston Pool

Recreation Services Manager Matthew Lubbers reviewed the recommended operating budget of \$24,250. This budget has increased slightly due to government wage subsidy cutbacks.

Palmerston Pool

Recreation Services Manager Matthew Lubbers reviewed the recommended operating budget of \$12,500, decreased slightly due to some lower than anticipated costs in 2011.

Norgan Theatre

Recreation Services Manager Matthew Lubbers reviewed the recommended operating budget of \$14,000, decreased due to wages for projectionist.

Lubbers noted the loan held by the Town of Minto to the Norgan Theatre should be at approximately \$88,000 by years end. The capital budget will cover the new digital equipment.

Special Programs

Recreation Services Manager Matthew Lubbers reviewed the recommended operating budget of \$6500. This budget has stayed the same as last year's budget.

Adventure Camp

Recreation Services Manager Matthew Lubbers reviewed the recommended operating budget of \$2,750. This budget has decreased slightly.

Health & Safety

Recreation Services Manager Matthew Lubbers reviewed the recommended operating budget of \$4,000. This budget has decreased by slightly due to decreases for external training and wages.

Building

Administration

Chief Building Official Terry Kuipers reviewed the recommended operating budget of \$124,972. This budget has decreased due to reduced staffing.

Economic Development

Economic Development Department

Business & Economic Manager Belinda Wick Graham reviewed the recommended operating budget of \$353,724.87. This budget has decreased slightly due to re-allocating planning costs.

Tourism Department

Business & Economic Manager Belinda Wick Graham reviewed the recommended operating budget of \$50,165.35, increased due to increased participation in County and RTO 4 Tourism Marketing and support for the 100th Anniversary celebration for the Palmerston pedestrian bridge.

Public Works

Public Works will be discussed at the next Budget Meeting, February 21st, 2012, along with Capital budgets.

6. Adjournment-5: 27 pm