



**COMMITTEE OF THE WHOLE
"SPECIAL" MINUTES**

Tuesday, November 7th, 2023

5:30 p.m.

**Tay Valley Municipal Office – 217 Harper Road, Perth, Ontario
Council Chambers**

ATTENDANCE:

Members Present: Chair, Councillor Korrine Jordan
Reeve Rob Rainer
Deputy Reeve Fred Dobbie
Councillor Wayne Baker
Councillor Greg Hallam
Councillor Andrew Kendrick
Councillor Angela Pierman
Councillor Marilyn Thomas

Staff Present: Amanda Mabo, Chief Administrative Officer/Clerk
Aaron Watt, Deputy Clerk
Ashley Liznick, Treasurer
Noelle Reeve, Planner
Sean Ervin, Public Works Manager (arrived at 5:31 p.m.)

Regrets: None

1. CALL TO ORDER

The meeting was called to order at 5:30 p.m.
A quorum was present.

2. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

Councillor Hallam declared a pecuniary interest and/or conflict of interest on item 3 ii) 2024 Operating Budget Presentation and Discussion regarding New Initiatives for Council Consideration: Increasing the Hospital Request as his wife is with the Hospital Foundation.

3. DELEGATIONS & PRESENTATIONS

i) 2024 Preliminary Budget Summary Presentation.

The Treasurer explained that the draft budget as presented with a 5.41% increase to the levy is to provide the same services at the same service levels as last year. A reduction to that percentage could mean changes or reductions in services, or changes in external support and donations.

The Treasurer noted a correction to the presentation on the Reserves and Reserve Fund slide. Slide 16: PLUS: Draft Contributions to Reserves in 2024 \$1,377,788 should read as PLUS: Draft Contributions to Reserves in 2024 \$1,758,746.

ii) 2024 Operating Budget Presentation and Discussion.

The Treasurer presented the PowerPoint presentation as attached to the Agenda with one additional amendment – *attached, page 7*.

- **New Initiatives for Council Consideration**

The Committee, recognizing that the operating budget was already proposing a 5.41% increase, carefully considered each proposed new initiative.

Pickleball at Maberly Tennis Courts

The Committee discussed concerns about potential conflicts with tennis players and confusion that may be caused by additional painted lines being added to the tennis court surface.

The Perth Pickleball court, and the Township's reciprocal agreement with the Town of Perth was discussed.

The Committee did not support funding for Pickleball installation at the Maberly Tennis Courts being added to the draft budget.

External Organizations – Additional Asks

The Chief Administrative Officer/Clerk explained that the additional request from The Table Community Food Centre will be offset through a grant with direct programming in the Township. FoodFit is already up and running once a week at the Maberly Hall for 12 weeks and the grant will cover a free community meal before the holidays this year and next.

Provision of services and the benefits provided to Township from external organizations was discussed. Members discussed concerns of the potential consequences faced by the recipient groups if donations are reduced.

The Committee did not support the additional asks from the external organizations. They also removed the \$500 donation in lieu of Christmas cards, the electronic Christmas card will still be sent, and reduced the contribution to Yak from \$7,000 to \$5,000. The Reeve will send an explanation letter.

Staff were requested to reach out to the Chamber to understand what the funds are used for and what the Chamber does directly for businesses in the Township.

Councillor Hallam left at 6:55 p.m.

Increasing the Hospital Request

The Committee supported the increase in hospital funding being put into the draft budget.

Councillor Hallam returned at 6:57 p.m.

Increasing the Library Levy Request

A Member explained that this item had been discussed at length at the Library Board meetings, and some initiatives in their plan have already been undertaken. The satellite office at Maberly Hall is currently operating.

The Committee did not support the request for additional funding of \$6,622 being added to the draft budget.

Private Unassumed Roads (PUR) Contractor

The Chief Administrative Officer/Clerk explained that it is not feasible to do this work in-house as currently only the Planner and CAO/Clerk can do it. The process the Contractor would follow was outlined to provide insight on the workload to staff for each PUR file pending action.

The Committee discussed the need for the Contractor's services, the importance to act on this matter as a previous resolution of Council, and current staff capacity to engage this project.

The Committee supports the addition of the Private Unassumed Roads (PUR) Contractor to the draft budget to be funded from the Contingency Reserve.

Recreation Casual Position

The Committee discussed the occupational factors that accounted for the additional staffing costs. The need of the duties and the imposition on staff time was also considered. It was generally agreed that the Public Works Department could continue to perform these duties for the upcoming year.

The Committee did not support the additional hours for a Recreation Casual position.

The Committee recessed at 7:32 p.m.

The Committee returned to session at 7:40 p.m.

iii) **2024 Fee Review.**

A Member raised concern at the increases included in the proposed fees, significant increases were identified.

Staff explained in the case of many of the increased fees, an increase has not been applied within the past ten (10) years or more. It was also explained that the percentage increase should not be looked at but the actual dollar amount. For instance, although a large percentage increase, moving from \$0.25 to \$0.30 is a small increase.

The Chief Administrative Officer/Clerk explained that since there has not been a phase-in in fees, by realigning the selected fees to current rates it will bring the municipality into parity with market demands and will allow for smaller phased-in increases in future budgets.

The Chief Administrative Officer/Clerk informed the Committee that the Compensation and Pay Equity review, while delayed, was still in progress and would form the basis for the 2025 draft budget.

The Planner explained the addition of a new fee, the Part Lot Lift, as arising from a situation that has not been previously encountered by the Township.

The Committee requested that the public be educated on the increase in fees at the Public Meeting.

The Committee discussed various ways to reduce overall costs with respect of reducing the 5.41% levy as currently calculated:

- removal of production of the Tay Valley Township Guide, \$13,500
- removal of the grant to the Lanark Library, \$3,100
- a reduction in attendance at conferences, training and seminars by Members of Council, staff to recalculate
- increase to the investment income, \$10,000
- removing three months of the Community Services Coordinator position since it is unlikely someone would be in the position until April 1st, \$22,300

Staff cautioned that removing a portion of a salary would have to be made up in the following year's budget so that will already start as an increase to the 2025 Budget.

It was agreed for staff to make the changes as discussed at this meeting and further review be made at the next budget meeting.

4. ADJOURNMENT

The Committee adjourned at 8:49 p.m.


Chairperson


Deputy Clerk

DELEGATIONS & PRESENTATIONS

Proposed Fee Amendments

continued. – NEW ADDITION

➤ Part Lot Lift

- \$650 fee + costs and a \$400 deposit – total \$1,050
- Was not included as part of the proposed fees – as only came to the Planners attention this week.

