



## #22 Minutes Special Budget Meeting of November 17, 2015 Committee Of The Whole

The Committee of the Whole met on Tuesday, November 17, 2015 at 8:30 a.m. at the Township of Drummond/North Elmsley Administrative Building, 310 Port Elmsley Rd.

<b>Members Present:</b>	Aubrey Churchill	Reeve
	Gail Code	Deputy Reeve
	Steve Fournier	Councillor
	George Sachs	Councillor
	Ray Scissons	Councillor (Chair)
<b>Staff Present:</b>	Cindy Halcrow	Clerk Administrator
	Linda Van Alstine	Treasurer
	Scott Cameron	Public Works Manager (left at 11:00 a.m.)

### 1. Call to Order

The meeting was called to order at 8:35 a.m. A quorum was present.

### 2. Disclosure of Pecuniary Interest

The Chair invited members wishing to disclose a pecuniary interest to do so now. No members declared a pecuniary interest.

**ADOPTED**

### 3. Approval of Agenda

**MOTION #COW-15-158 (Verbal)**

**MOVED BY: Steve Fournier**  
**SECONDED BY: Gail Code**

**THAT the Committee of the Whole** approves the agenda for the November 17, 2015 meeting of the Committee, as presented.

**ADOPTED**

### 4. Budget – First draft

- Operating Budget  
Staff noted that increases to the 2016 budget were kept to a minimum in consideration of the policing costs. The purchase of a chain of office and roadside spraying were removed. After a brief discussion, the Committee directed staff to put \$1,500 in reserves and purchase the chain in 2017 (Line 96) and that roadside spraying will be discussed later on.

Staff reviewed the operating budget with the Committee and the following changes were made:

- 01.70.722.4672 Add \$3,000 to line 658 Lanark Archives rent revenues
- Reduce the training/overtime/conference budget in the Building Department (Lines 273,286 & 297)
- 01.80.813.4434 Planning consulting services – should have -\$12,000 (Line 755)
- Removed the AED (Line 110 and 180)

Animal Control/pound was redlined for further discussion.

It was noted that the newspaper block ad had a lot of repetitive news in it and the committee discussed removing the ad in its entirety. However with the 200<sup>th</sup> anniversary occurring in 2016, there will be a need to advertise the events. Staff will look at some options including reducing the ad from monthly to every 5-6 weeks.

The Committee recessed from 11:54 a.m. to 12:48 p.m.

Staff was directed to ensure that there was a “policing costs” emphasis included in the tax brochure.

**MOTION # COW-15-159 (Verbal)**

**MOVED BY: Aubrey Churchill**  
**SECONDED BY: George Sachs**

**THAT the Committee of the Whole** approves that the defibrillators be not replaced in the community halls and the municipal office and that AEDs be removed as they expire.

**ADOPTED**

- Community Donations

The community donations were increased for the following organizations:

- DN/E 200<sup>th</sup> Anniversary Committee = \$10,000
- Lanark Highlands Library = \$67

No increase was given to The Table Community Food Centre, and no donations were given to the HUB and the Manotick Boat Show.

**5. CLOSED SESSION**

**5.1 2016 Salaries**

**MOTION # COW-15-160 (Verbal)**

**MOVED BY: Aubrey Churchill**  
**SECONDED BY: Gail Code**

**THAT the Committee of the Whole** shall hereby hold closed session of Committee of the Whole at 2:03 p.m. to discuss a matter pertaining to employee negotiations/labour relations;

**AND THAT** Cindy Halcrow remain in the room.

**ADOPTED**

**MOTION # COW-15-161 (Verbal)**

**MOVED BY: George Sachs**  
**SECONDED BY: Steve Fournier**

**THAT the Committee of the Whole** shall hereby return to regular session of the Committee of the Whole at 2:06 p.m.

**ADOPTED**

**RISE AND REPORT**

**MOTION #COW-15-162 (Verbal)**

**MOVED BY: Aubrey Churchill**  
**SECONDED BY: George Sachs**

**THAT the Committee of the Whole** approves a 1% cost of living increase and the merit increases for 2016 in the amount of \$13,500 (overtime not included).

**ADOPTED**

6. **Next Meeting** – Not required

7. **Adjournment**

**MOTION # COW-15-163 (Verbal)**

**MOVED BY: Steve Fournier**  
**SECONDED BY: Gail Code**

**THAT the Committee of the Whole** stand adjourned at 2:15 p.m.

**ADOPTED**

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CHAIR

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CLERK ADMINISTRATOR