



**COMMITTEE OF THE WHOLE  
“SPECIAL” AGENDA**

Tuesday, November 14<sup>th</sup>, 2017

5:30 p.m.

Municipal Office – Council Chambers – 217 Harper Road

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5:30 p.m. *“Special” Committee of the Whole - Budget*

7:00 p.m. *Committee of the Whole Meeting*

***Chair, Councillor Fred Dobbie***

- 1. CALL TO ORDER**
- 2. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**
- 3. DELEGATIONS & PRESENTATIONS**
  - i) **2018 Operating Budget Presentation and Discussion – Beginning at Transfers to Reserves – *attached, page 4.***  
Angela Millar, Treasurer.
  - ii) **2018 Capital Budget Presentation and Discussion – *attached, page 9.***  
Angela Millar, Treasurer.
- 4. ADJOURNMENT**

# **DELEGATIONS & PRESENTATIONS**



# **BUDGET 2018**

# TRANSFERS TO RESERVES

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Included in this draft budget:

- \$50,000 to the Fire Reserve
- \$50,000 to the Infrastructure Reserve



## TRANSFERS TO RESERVES

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STRATEGIC PLAN VISIONS FOR THE FUTURE:

*“We have stable tax rates and debt ratios and are able to fund our desired programs and infrastructure”*

*“Our roads, bridges, trails buildings, landfills and communications systems are efficient and well-maintained”*



## SUMMARY

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Items that are outstanding:

- Assessment Roll will be delivered to the Township early December;
- OMPF allocation notice to be received late November;
- CPP (Canada Pension Plan ) rates, YMPE amount;
- Municipal Insurance renewal rates;
- Conservation Authorities to finalize their budgets.



## FOR CONSIDERATION:

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Items included in draft budget:

- Additional Staff to meet legislative requirements @ \$61,275;
- Municipal Office Building Maintenance @ \$9,000
- Fire Reserve @ \$50,000;
- Infrastructure Reserve @ \$50,000;
- Contributions to Outside Agencies.

2018 Draft Budget = overall levy increase of

**\$178,603 or 3.39%**



## FOR CONSIDERATION:

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2018 Draft Budget = overall levy increase of

**\$178,603 or 3.39% consists of:**

Transfers to Reserves      \$100,000

OPP Increase                      \$ 26,502

Net Operational Increase \$ 52,101 or 0.99%



# FOR CONSIDERATION:

## Requests for 2018 Budget Consideration from Outside Agencies

	2017	2018	2018
<b>BUDGET - Governance - Community Relations</b>	<b>\$ 21,250</b>	<b>\$ 20,250</b>	<b>\$ 20,250</b>
		<b>AMOUNTS</b>	
	<b>APPROVED</b>	<b>REQUESTED</b>	<b>APPROVED</b>
<b>TOTAL REQUESTS</b>	<b>\$ 20,700</b>	<b>\$ 18,800</b>	<b>\$ 4,500</b>
The Table Community Food Centre	3,500	3,500	
Big Brothers Big Sisters	3,000	3,000	
Municipal Drug Strategy Network Days	200	200	
Rideau Ferry Yacht Club - "International Vintage Race Boat Regatta"		-	
Youth Activity Committee (YAK)	6,000	6,000	
Fallbrook Assoc. - (Plus portable toilet @\$250 and staff time to clean up ball field after event)	1,500	600	
Lanark County Situation Table	1,000	-	
Lanark County Community Justice Program	1,000	1,000	
GWM Hospital	4,000	4,000	4,000
Donation in Lieu of Christmas Cards	500	500	500
<b>**Remaining Funds for Additional Awards</b>	<b>\$550</b>	<b>\$1,450</b>	<b>\$15,750</b>

# FOR CONSIDERATION:

	2017	2018	2018
<b>BUDGET - Tourism - Grants &amp; Contributions</b>	<b>\$ 1,250</b>	<b>\$ 1,250</b>	<b>\$ 1,250</b>
		<b>AMOUNTS</b>	
	<b>APPROVED</b>	<b>REQUESTED</b>	<b>APPROVED</b>
<b>TOTAL REQUESTS</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
Perth & District Chamber of Commerce (2017 Membership portion budget allocation see "memberships" - actual request was \$1,500 including membership)	1,000	1,000	1,000
Rideau Heritage Route Tourism	0	-	
<b>Remaining Funds for Additional Awards</b>	<b>\$250</b>	<b>\$250</b>	<b>\$250</b>





Description of Project	Total Gross Cost of Project	Amount Required This Year	Official Plan /Zoning By-law Reserve	Road Equipment Reserve	Road Construction Reserve	Bridge Construction Reserve	Cash In Lieu of Parkland Reserve	Office Equipment Reserve	Burgess Hall/Garage Reserve	Contingency Reserve	Special Contingency Reserve	Other Grants (OCIF Formula Based)	Other Municipalities (OCIF Joint Application)	OCIF Top Up - Joint Application Funding	Municipal Disaster Relief Funding	EODP Funding	Asset Management Reserve	Recreation Reserve	Source Water Reserve	TOTAL
<b>1 MANDATED AND COMMITTED PROJECTS</b>																				
Long Term Financial Plan & AMP Enhancements	25,000	25,000															25,000			
Source Water	10,000	10,000																	10,000	
EODP - Community Hub Feasibility Study	15,000	15,000								5,000.00						10,000				
Official Plan / Zoning By-Law	10,000	10,000	10,000																	
<b>Total Mandated and Committed Projects</b>	<b>60,000</b>	<b>60,000</b>	<b>10,000</b>	-	-	-	-	-	-	<b>5,000</b>	-	-	-	-	-	<b>10,000</b>	<b>25,000</b>	-	<b>10,000</b>	<b>60,000</b>
<b>2 HEALTH - SAFETY - ENVIRONMENTAL PROJECTS</b>																				
COA Requirements	40,000	40,000									40,000									
Fencing - McVeigh Pit	5,500	5,500									5,500									
<b>Total Health-Safety-Environmental Projects</b>	<b>45,500</b>	<b>45,500</b>	-	-	-	-	-	-	-	-	<b>45,500</b>	-	-	-	-	-	-	-	-	<b>45,500</b>
<b>3 ROADS</b>																				
Road Deficiencies Elimination Prog	60,000	60,000			60,000															
Otty Lake Side Road	2,847,660	2,847,660			42,383							100,000	142,383	2,562,894						
* Somerville Drive (2) Road	129,200	129,200			129,200															
* Armstrong Line	52,000	52,000			52,000															
* Cameron Side Road	165,300	165,300			165,300															
* Ferrier Road	29,100	29,100			29,100															
* Menzie Munro Road	59,110	59,110			59,110															
* Powers Road	48,300	48,300			48,300															
* Stanley Road	43,010	43,010			43,010															
* Hannah Road	Pending	Pending			Pending															
* Brooke Valley Road	27,550	27,550			27,550															
Christie Lake North Shore Road	167,260	167,260			35,620											131,640				
<b>Total Roads</b>	<b>3,628,490</b>	<b>3,628,490</b>	-	-	<b>691,573</b>	-	-	-	-	-	-	<b>100,000</b>	<b>142,383</b>	<b>2,562,894</b>	<b>131,640</b>	-	-	-	-	<b>3,628,490</b>
<b>4 BRIDGES &amp; CULVERTS</b>																				
Menzie Munro Side Road Bridge	18,000	18,000				18,000														
Noonans Side Road Bridge	110,000	110,000				110,000														
Glen Tay Road Bridge	202,000	202,000				202,000														
Upper Scotch Line	178,000	178,000				178,000														
Replace Bridge Guardrails	50,000	50,000				50,000														
Various Bridge Analysis/Repairs/OSIM	50,000	50,000				50,000														
<b>Total Bridges</b>	<b>608,000</b>	<b>608,000</b>	-	-	-	<b>608,000</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>608,000</b>
<b>5 VEHICLES</b>																				
Replace 1995 Champion Grader	280,000	280,000		280,000																
Replace 2000 Sterling Tandem	235,000	235,000		235,000																
Replace 2001 Sterling Tandem	235,000	235,000		235,000																
<b>Total Vehicles</b>	<b>750,000</b>	<b>750,000</b>	-	<b>750,000</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>750,000</b>
<b>6 RECREATION</b>																				
Land Transfer to Twp. (survey & legal)	7,500	7,500					7,500													
Recreation Master Plan	10,000	10,000																	10,000	
Outdoor Rink Repairs	20,000	20,000					20,000													
<b>Total Recreation</b>	<b>37,500</b>	<b>37,500</b>	-	-	-	-	<b>27,500</b>	-	-	-	-	-	-	-	-	-	-	-	<b>10,000</b>	<b>37,500</b>
<b>7 MINOR CAPITAL</b>																				
Burgess Hall - Furnace Replacement	7,500	7,500							7,500											
Council Computers	10,000	10,000						10,000												
<b>Total Minor Capital</b>	<b>17,500</b>	<b>17,500</b>	-	-	-	-	-	<b>10,000</b>	<b>7,500</b>	-	-	-	-	-	-	-	-	-	-	<b>17,500</b>
<b>TOTAL CAPITAL PROGRAM</b>	<b>5,146,990</b>	<b>5,146,990</b>	<b>10,000</b>	<b>750,000</b>	<b>691,573</b>	<b>608,000</b>	<b>27,500</b>	<b>10,000</b>	<b>7,500</b>	<b>5,000</b>	<b>45,500</b>	<b>100,000</b>	<b>142,383</b>	<b>2,562,894</b>	<b>131,640</b>	<b>10,000</b>	<b>25,000</b>	<b>10,000</b>	<b>10,000</b>	<b>5,146,990</b>
* 2018 ROAD CONSTRUCTION PROJECTS HAVE BEEN INCLUDED IN ACCORDANCE WITH THE 10 YEAR CAPITAL REPLACEMENT SCHEDULES. EACH ROAD CONSTRUCTION PROJECT IS TO BE RE-EVALUATED BEFORE ISSUING TENDERS TO CONFIRM SCOPE OF EACH PROJECT AND TO ENSURE DOLLARS ALLOCATED IN THE CAPITAL BUDGET ARE SUFFICIENT.																				

TAY VALLEY TOWNSHIP				
RESERVE FUNDS, RESERVES & DEFERRED REVENUES				
	Estimated Balance at Dec 31 '17	Draft 2018 Revenue	Anticipated Expenses for 2018	Draft Estimated Balance at Dec 31 '18
<b><u>Infrastructure Reserve Funds &amp; Reserves</u></b>				
Federal Gas Tax Reserve Fund	526,485	177,442	-	703,927
Northland Solar Farm Reserve	136,676	-	-	136,676
Infrastructure Reserve	923	40,000	-	40,923
Improve Municipal Building Access Reserve	34,129	-	-	34,129
Office Equipment Reserve	18,497	10,500	10,000	18,997
Maberly Community Hall	48,591	5,200	-	53,791
Recreation Program Reserve	37,231	2,100	-	39,331
Recreation Equipment Reserve	22,400	11,200	10,000	23,600
Recreation Fund Raising Reserve	4,219	-	1,250	2,969
South Sherbrooke Fire Department Reserve	(0)	102,300	102,300	(0)
Waste Sites Reserve	51,642	3,100	-	54,742
Road Equipment Reserve	676,477	131,800	750,000	58,277
Road Construction Reserve	922,804	287,500	691,573	518,731
Cemetery Reserve	8,753	500	-	9,253
Bridge Construction	727,373	129,500	608,000	248,873
Township Office / Garage Reserve	47,141	10,500	-	57,641
Burgess Hall / Garage Reserve	26,537	5,200	7,500	24,237
Sherbrooke Garage Reserve	50,761	-	-	50,761
Salt Sheds Reserve	105,213	10,400	-	115,613
	3,445,850	927,242	2,180,623	2,192,469
<b><u>Operating Reserves</u></b>				
200th Anniversary Reserve	2,708	-	-	2,708
Asset Management Plan Reserve	20,000	5,000	25,000	-
Election Reserve	20,168	8,500	22,000	6,668
Official Plan / Zoning By-Law Reserve	31,581	10,000	10,000	31,581
Source Water Protection	8,391	-	10,000	(1,609)
Insurance Reserve	30,000	-	-	30,000
Working Funds	450,000	-	-	450,000
	562,848	23,500	67,000	519,348
<b><u>Contingency Reserves</u></b>				
Contingency	572,241	-	30,000	542,241
Special Contingency Reserve	221,396	-	45,500	175,896
	793,636	-	75,500	718,136
<b>GRAND TOTAL</b>	<b>4,802,334</b>	<b>950,742</b>	<b>2,323,123</b>	<b>3,429,953</b>
<b><u>Deferred Revenues</u></b>				
	<i>Estimate</i>	<i>Estimate</i>		<i>Estimate</i>
Development Charges	289,345	27,000	-	316,345
Cash-in-lieu of Parkland	46,029	1,800	27,500	20,329
	335,374	28,800	27,500	336,674