

**THE CORPORATION OF THE TOWNSHIP OF ESSA
SPECIAL MEETING - BUDGET MEETING
WEDNESDAY, FEBRUARY 15, 2023**

MINUTES

A Special Meeting of Council was held in person on Wednesday February 15, 2023, in the Council Chambers of the Administration Centre, Township of Essa.

In attendance: Mayor Sandie Macdonald
Deputy Mayor Michael Smith
Councillor Pieter Kiezebrink
Councillor Henry Sander
Councillor Liana Maltby

Staff in attendance: C. Healey-Dowdall, Chief Administrative Officer
M. Mikael, Manager of Public Works
D. Dollmaier, Manager of Finance
G. McNamara, Deputy Fire Chief
J. Coleman, Manager of Parks and Recreation
S. Haniff, Manager of Planning
P. Granes, Chief Building Official
L. Lehr, Manager of Legislative Services

1. OPENING OF MEETING BY THE MAYOR

Mayor Macdonald opened the meeting at 1:00 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. DELEGATIONS / PRESENTATIONS

STAFF REPORTS AND MEMORANDUMS

4. TREASURY

- a. **Staff Report TR001-23 submitted by the Manager of Finance, re: Carry Forward Reserve.**

Resolution No: SCW001-2023 Moved by: Sander Seconded by: Smith

Be it resolved that Staff Report TR001-23 be received and that up to \$236,000.00 be transferred to the Carry Forward Reserve as part of the 2022 year end; and Further that the opening 2022 balance of \$47,738.00 in the Carry Forward Reserve be transferred to the Asset Management Reserve as part of the 2022 year end.

----Carried-----

b. Staff Report TR002-23 submitted by the Manager of Finance, re: Long Term Financial Plan.

Resolution No: SCW002-2023 Moved by: Maltby Seconded by: Sander

Be it resolved that Staff Report TR002-23 be received; and That the Township begin the process of developing a long term Financial Plan and defer any capital projects other than those required for emergency reasons that are not fully funded until a long term Financial Plan is completed.

----Carried-----

CONSIDERATION OF ITEMS REQUIRING DISCUSSION AND GENERAL NATURE THEROF:

5. CLOSED SESSION

Resolution No: SCW003-2023 Moved by: Sander Seconded by: Maltby

Be it resolved that Council proceed to a Closed Session in order to address matters pertaining to:

- *personal matters about an identifiable individual, including Municipal or local board employees [s. 239(2)(b)]; and*
- *labour relations or employee negotiations [s. 239(2)(d)].*

----Carried-----

Council proceeded into Closed Session Deliberations at 1:08 p.m.

[This portion of the meeting is not open to the public.]

Motion to Rise and Report from Closed Session Deliberations of February 15, 2023.

Resolution No: SCW004-2023 Moved by: Kiezebrink Seconded by: Maltby

Be it resolved that Council rise and report from Closed Session Deliberations at 1:43 p.m.

----Carried-----

Council proceeded into a department-specific review of the 2023 Draft Operating and Capital Budget.

Opening Remarks and Budget Introduction

A presentation was provided by the Chief Administrative Officer, the Manager of Public Works, and the Manager of Finance, which included a summary of the Draft 2023 Operating and Capital Budget

2023 Department Budget Presentations

➤ Fire and Emergency Services

The Deputy Fire Chief provided Council with an overview of the operating and capital budgetary requests for the Fire Department (Stations 1 and 2).

➤ Parks and Recreation

The Manager of Parks and Recreation provided Council with an overview of the operating and capital budgetary requests specific to the Parks and Recreation Department, including the Angus and Thornton Arenas, Parks Operations and Administration, Facilities, Community Events, and Cemeteries.

Council requested information be brought forward at the next Budget meeting for consideration of minor upgrades to the existing park in Baxter, including the installation of basketball nets.

➤ Planning and Development

The Manager of Planning provided Council with an overview of the operating budgetary requests for the Planning Department.

➤ Building Department

The Chief Building Officer briefly reviewed the operating budgetary requests for the Building Department.

➤ Chief Administrative Officer

The Chief Administrative Officer provided an overview of the operating budgetary requests specific to her department as well as for Policing.

➤ Clerk's Department

The Manager of Legislative Services provided an overview of the operating budgetary requests specific to Council, the Clerks Department, Operating Assistance, By-law, and Canine Control.

➤ Treasury

The Manager of Finance provided an overview of the operating budgetary requests specific to the Treasury Department.

5. CLOSED SESSION

- a. **PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL [s.239(2)(b)]
LABOUR RELATIONS OR EMPLOYEE NEGOTIATIONS [s.239(2)(d)]
Confidential Verbal Report and Presentation – 2022 and 2023 Budget.**

Resolution No: SCW005-2023 Moved by: Smith Seconded by: Sander

Be it resolved that the Confidential verbal report and presentation regarding personal matters about identifiable individuals and labour relations be received.

----Carried----

6. CONFIRMATION BY-LAW

By-law 2023-08

Resolution No: SCW006-2023 Moved by: Maltby Seconded by: Kiezebrink

Be it resolved that leave be granted to introduce By-law 2023-08, that being a By-law to confirm the proceedings of the Special Meeting of Council held on this 15th day of February, 2023; and that said By-law be read a first, and taken as read a second and third time and finally passed.

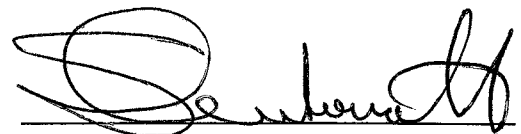
----Carried----

7. ADJOURNMENT

Resolution No: SCW007-2023 Moved by: Smith Seconded by: Sander

Be it resolved that this Special Meeting of the Council of the Township of Essa adjourn at 5:15 p.m.

----Carried----



Sandie Macdonald, Mayor



Lisa Lehr, Manager of Legislative Services