

## TOWNSHIP OF O'CONNOR – MINUTES BUDGET MEETING – MAY 14, 2014

Minutes of the budget meeting held on Wednesday, May 14, 2014 at 7 p.m. in the Council Chambers.

Present: Mayor Nelson  
Councillors: Garbutt, Loan, Racicot, Vezina  
Clerk-Treasurer Buob  
Deputy Clerk-Treasurer Racicot  
Fire Chief Henry Mattas  
Leadhand Kelly Johnson arrived at 7:30 p.m.

Mayor Nelson called the meeting to order at 7:04 p.m.

The Clerk-Treasurer presented the full draft budget line by line. The tax revenue in the draft is based on 2013 tax rates and 2014 assessment values. The bottom line of the full budget shows the variance required to balance the budget. Funding carried over from 2013 for the community centre renovations and the bridge replacement projects were explained. No new funding applications have been submitted for 2014 at this time. Building permit estimates are based on recent inquiries to the office and applications submitted to date.

Transferring from Reserves was discussed. The Federal Gas Tax Reserve balance will be pulled out and with the 2014 allocation will be used to cover the Township's share of the Broome Road Bridge replacement and a portion of the Sitch road and Main Street resurfacing and drainage. The balance of the Community Centre renovations expenses for 2014 will also come out of the Municipal Building reserve and deferred revenue accounts. Funds and donations that were collected in 2013 were transferred for the unexpended costs into the reserve and deferred accounts in 2013 for this purpose.

O'Connor Day revenue and expenditures are budgeted the same as last year, with a \$1,000 expense overall for the day just in case the donations do not come through. The difference between O'Connor Day Revenue and O'Connor Day Expenditures lines will be this amount.

The meeting continued reviewing the expenses for the Township. Council meeting expenses were discussed. Special meeting attendances were confirmed with each member of Council. It was recommended that additional expenses be included for possible new Councillors training and for their attendance at the Thunder Bay District Municipal League meeting.

The Administration equipment was discussed. Information with regard to a new tax program and pricing was presented. Deputy Clerk-Treasurer Racicot discussed a conversation she had with Michael Waters, our current supplier, informing her that he will continue to support us but he will not be doing anymore updates to the program in the near future. It was agreed to purchase the new program this year but continue with the 2014 tax billings using the current program. Both programs will be used in the fall to prepare for the 2015 billing on the new program. The new program will also have an annual support fee. A new standalone computer will also be purchased for this program as well as new monitors for the two main computers.

Municipal insurance was discussed. Mr. Wallace of Northwest Insurance suggested having a separate insurance policy for O'Connor Day due to the additional liability. A price has not yet been received or included at this time in the budget.

Mr. Johnson was welcomed to the table to review the Road Department's portion of the budget. Mr. Johnson informed Council that he had to make some additions to his budget. There were unexpected repairs required for the grader and the 4 x 4 truck. As well a culvert on Garbutt road is failing and will need to be replaced and was not in the original budget.

Fire Chief Mattas was welcomed to the table to once again review the Fire Department's portion of the budget. The Fire Chief has not made any changes to his original budget presented at the budget meeting held on April 17, 2014. He did inform Council that two members of the Department have completed the driver training and

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have received their DZ driver's licence and a third member has received his through his employment.

Under Professional Fees the Clerk-Treasurer will continue with the process of having the Township's mapping redone through the Lakehead Region Conservation Authority as part of the Official Plan review. The exact cost of this will be confirmed and added to the final budget.

The Land Ambulance budget figure is based on the first quarterly levy invoice times four. It was however noted in the letter from Superior North EMS that this is based on their approved budget for 2014 and the 2013 interim weighted assessments and changes to this levy amount may still occur throughout the year, with weighted assessments, wage settlements, and revenues being the main pressure points. Council agreed to leave this amount as budgeted.

The tax rate percentage increase was discussed. It was agreed that there should be an increase each year to insure that we are always improving the Township and preparing for the future large expenses. Council each picked a number of what they felt was an acceptable increase and an average was agreed upon. The tax rate increase for 2014 will be 1.9%.

Reserve Allocations were discussed and it was agreed that money should be set aside and placed in the reserves for the Disposal Site, Working Fund and Road Equipment.

The Tax Ratios for the Township were also discussed. Currently the tax ratio for Industrial properties is low and can be increased. Council looked at the possible additional revenue and agreed to increase the Industrial Tax Ratio for 2014. The By-law to do so will be brought to Council at the next meeting.

Further adjustments to the budget will be made by the Clerk-Treasurer upon clarification and further investigation on the line items and projects. The final budget will be presented to Council at their meeting to be held on May 26, 2014 and if the Council feel the budget is acceptable the final approval and the tax rate by-law will be passed and tax bills will be sent out the beginning of June.

1. Moved by G. Garbutt  
Seconded by Bishop Racicot

**THAT THE MEETING ADJOURN TO THE COUNCIL MEETING TO BE HELD  
ON MONDAY, MAY 26, 2014 AT 7:00 P.M.**

**TIME BEING: 9:17 P.M.**

Carried

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Mayor

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Clerk-Treasurer