



## **Ad hoc Budget Minutes**

February 7, 2022, 5:00 P.M.

Virtual Location

Members Present: Mayor L. Armstrong  
Councillor A. Hallman  
Councillor C. Gordijk  
Councillor B. Fisher  
Councillor J. Gerber  
Councillor J. Pfenning

Staff Present: Chief Administrative Officer S. Chambers  
Director of Information and Legislative Services / Municipal Clerk D. Mittelholtz  
Director of Corporate Services / Treasurer P. Kelly  
Director of Development Services H. O'Krafka  
Director of Parks, Facilities and Recreation Services S. Jackson  
Director of Public Works and Engineering J. Molenhuis  
Director / Curator Castle Kilbride T. Loch  
Fire Chief R. Leeson  
Manager of Information and Legislative Services / Deputy Clerk T. Murray  
Manager of Finance / Deputy Treasurer A. Romany  
Manager of Engineering B. Bishop  
Manager of Parks and Facilities G. Dubrick  
Manager of Planning/EDO A. Martin

1. **MOTION TO CONVENE INTO CLOSED MEETING**
2. **MOTION TO RECONVENE IN OPEN MEETING**
3. **MOMENT OF SILENCE**
4. **TERRITORIAL ACKNOWLEDGEMENT – Councillor A. Hallman**
5. **ADDITIONS TO THE AGENDA**
6. **ADOPTION OF THE AGENDA**

**RESOLUTION NO. AHB 2022-08**

**Moved by: Councillor J. Pfenning      Seconded by: Councillor A. Hallman**

THAT the Agenda for the ad hoc Budget Advisory Committee meeting, as presented, for February 7, 2022, be adopted.

CARRIED.

7. **DISCLOSURE OF PECUNIARY INTEREST UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT**

None disclosed.

8. **MINUTES OF PREVIOUS MEETINGS**

**RESOLUTION NO. AHB 2022-09**

**Moved by: Councillor A. Hallman      Seconded by: Councillor J. Pfenning**

That the Minutes of the following meetings be adopted as presented:

ad hoc Budget Advisory Committee Meeting January 24, 2022.

CARRIED.

9. **PRESENTATIONS**
10. **REPORTS**
  - 10.1 **CORPORATE SERVICES**

**10.1.1           REPORT NO. COR 2022-005**  
**2022 Capital Program**

**RESOLUTION NO. AHB 2022-10**

Moved by: Councillor B. Fisher   Seconded by: Councillor J. Gerber

That the 2022 Capital Budget, as prepared by the Director of Corporate Services / Treasurer, be endorsed in principle.

CARRIED.

The Director of Corporate Services / Treasurer outlined the report.

The CAO provided an overview of the new initiatives outlined in the Capital Budget, for Corporate Communications, advising that a Digital Media Coordinator / Website Administrator Role is anticipated to start within a month and that Redbrick Communications will continue to provide strategic communications support.

The CAO provided an overview of the Organizational Structure Review and People Plan. The Director of Information and Legislative Services advised that a Ward Boundary Review would not be feasible for the 2022 Municipal Election; however, could be completed in the next term of Council and confirmed that an overview of the Ward Boundary Review process, including dates and estimated costs, can be included in a future report to Council for their consideration.

The CAO provided an overview of Phase II of the Prime Ministers Path Consultation, taking the “substantive action” of creating a Citizen Lead Focus Group. The CAO advised that a report will be presented to Council in March that will outline the process for that next phase.

The Director of Corporate Services / Treasurer advised that an update on the status of potential grant funding for Phase 2 of the Prime Ministers Path Consultation is expected within this quarter.

The Director of Corporate Services / Treasurer advised that calculations of development charges, based upon municipal growth projections and growth-related capital expenditures, are used to determine rates that will be applied to residential, commercial, and industrial development, ensuring that growth pays for growth. It was noted that rates were structured to include debt related charges, to allow for the developer to bear those charges.

The Director of Corporate Services / Treasurer advised that the reserve fund strategy will be updated in an effort to shift away from reserves for specific infrastructure categories, to a setup that distinguishes based upon replacement infrastructure and new infrastructure. It was clarified that fundraising initiatives are allocated to trust funds and any specific donations would have a specific trust fund for their project.

The Director of Corporate Services / Treasurer advised that staff continue to place a high priority in seeking grant funding for all Capital Budget projects.

The Director of Corporate Services / Treasurer advised that the building permit software is an additional module and there is an annual maintenance fee included.

The Director of Corporate Services / Treasurer and Director of Parks, Facilities and Recreation Services advised that the security at the New Dundee Community Centre is to update the locking mechanisms and that will eliminate the need for keys.

The Director of Corporate Services / Treasurer advised that 2022 will begin the shift to electric vehicles where possible, noting that total cost of ownership is a key piece of the updated fleet replacement strategy. The Director of Corporate Services / Treasurer noted that every new vehicle purchase will take into consideration the possibility of electric vehicles.

The Director of Engineering and Public Works advised that the recycled asphalt that had been used previously did not perform as expected; however, in some cases recycled asphalt is a viable solution.

The Director of Engineering and Public Works advised that the space needs study focuses on the needs of staff; however, where there is opportunity to include sustainability initiatives, it will be investigated through the design process.

#### **Resolution No. AHB 2022-11**

Moved by: Councillor J. Gerber    Seconded by: Councillor B. Fisher

THAT Council suspend the rules of procedure to continue the ad hoc Budget Advisory Committee Meeting and convene into Closed Session following the Regular Council Meeting.

CARRIED.

The Director of Engineering and Public Works confirmed that the potential flooding on Milton Street would be considered for the existing station, noting that a solution at this point is not in place but will be looked at.

The Director of Engineering and Public Works advised that Sanitary Sewer I&I initially identified high level recommendations during the first study, in subsequent years, common issues within the system will be identified through this process.

The Director of Parks, Facilities and Recreation confirmed there are 3 locations where the Molok Systems will be installed and rollout for other areas will be monitored, noting that installation timing has not been determined.

The Director of Parks, Facilities and Recreation noted that staff are investigating an anchor tenant for the New Hamburg Arena and that the Third Ice Pad Design focuses on including that in the design and that the consultant will be presenting on that report February 28, 2022, which can include an outline of the consultations that the consultant did.

The Director of Parks, Facilities and Recreation advised that adding a parking lot entrance through the back of the existing Administration Complex parking lot will allow tour buses and large delivery vehicles easier access. It was noted that the laneway will be controlled by a locked gate.

The Director of Parks, Facilities and Recreation noted there was discussion with neighbouring property owners regarding the potential for ball diamond netting at Sir Adam Beck Park, with no consistent consensus, therefore was not included as part of this project.

The Director of Parks, Facilities and Recreation advised that the rubberized surface at Norm Hill Park is not permeable but designed to allow for run off, noting that due to the amount of flooding in the area, this material is ideal.

The Director of Parks, Facilities and Recreation clarified that the repairs to the façade are for the Baden Library.

The Director of Parks, Facilities and Recreation advised that staff will discuss potential programming for beautification of the Nith River Pathway with the MTO.

**Resolution No. AHB 2022-12**

Moved by: Councillor J. Gerber    Seconded by: Councillor J. Pfenning

THAT Council defer the remaining portion of the ad hoc Budget Advisory Committee Meeting until following the Announcement portion of the Regular Council Meeting

CARRIED.

**10.1.2            REPORT NO. COR 2022-006**  
**Ten-Year Capital Forecast (2022-2031)**

**RESOLUTION NO. AHB 2022-13**

Moved by: Councillor A. Hallman            Seconded by: Councillor C. Gordijk

That the 10-Year Capital Forecast, as prepared by the Director of Corporate Services / Treasurer, be endorsed in principle.

CARRIED.

The Director of Corporate Services / Treasurer outlined the report.

In response to a question from Council, the Director of Corporate Services / Treasurer was advised that while \$5,000,000 in development charges would be contributed to the third ice pad leaves, the remaining funding of approximately \$7,000,000 would be required to be debt financed.

The Director of Public Works and Engineering confirmed that the hot mix paving program includes Beck Street from Mill Street to Foundry Street for completion in 2028, and that decisions on when road work is scheduled include determining which assets require maintenance to remain in good condition and the prioritizing other repairs. It was also advised there are plans to do underground work on the streets noted in the report.

The Director / Curator of Castle Kilbride provided an overview of what the mural restoration project entails and noted that the program can be explored with Heritage Wilmot to provide further insight on the history of the Township, including pre-settler history, and consultations through the Mural Art Policy that is being developed.

The Director of Corporate Services / Treasurer advised that long term debenture requirements within year one of the capital forecast are reflective of the downward trend in rural-provincial transfers. He noted that the use of parkland dedication funds towards large scale parks and facilities projects will be looked into further as part of the forthcoming reserve fund strategy.

## **11. ADJOURNMENT**

### **RESOLUTION NO. AHB 2022-14**

Moved by: Councillor A. Hallman

Seconded by: Councillor B. Fisher

THAT we do now adjourn to meet again at the call of the Mayor.

CARRIED.