



**AD HOC BUDGET ADVISORY COMMITTEE
ACTION ITEMS
Thursday January 31, 2019
Wilmot Community Room
5:00 P.M.**

**1. REPORT NO. FIN 2019-06
2019 Capital Program**

Recommendation

THAT the 2019 Capital Budget, as prepared by the Director of Finance / Treasurer, be endorsed in principle.

Action:

- Asset Management Information
 - The Asset Management Coordinator will provide a high level listing of owned infrastructure to Council members, for information purposes
- Physical Enhancements to the Building
 - A request will be submitted to Sargent Gibson following security updates to the entire Admin Complex site for a follow-up review and feedback
- Fire Station 3 Renovations
 - Chief Leeson will communicate with Board of Trade and NH Concert Band prior to renovations and liaise with the Ward Councillors
- Fire Department Clothing
 - Chief Leeson is reaching out to the Waterloo Regional Police Services regarding group purchasing of coats
- Snow Storage Review
 - Public Works will continue to incorporate best practices in the review of snow storage
- LED / Decorative Lighting
 - Staff will continue to communicate with area municipalities on the status of Decorative Lighting LED replacements throughout the Region
 - Finance staff will continue to submit applications for saveON energy incentives
- Digital Speed Signs
 - Discuss as part of the 2020 budget the purchase 2 new units, and review the Level of Service requirements.
- Open House / PIC
 - All Council members will be circulated on scheduled Open Houses and PICs

- Paving Program
 - Councillor Hallman will provide the dates for the Cycle Waterloo Region Program to the Director of Public Works relative to project timelines
- Sidewalks
 - Add to 2019 Work Program for a review of potential expansion of the program with report to Council
- Community Centre Kitchen Upgrades
 - Facilities and Recreation Services staff are to set up meetings with main user groups for their input

2. REPORT NO. FIN 2019-07 Ten Year Capital Forecast (2019-2028)

Recommendation

THAT the 10-Year Capital Forecast, as prepared by the Director of Finance / Treasurer, be endorsed in principle.

Action:

- 10-Year Forecast Format
 - Finance Staff will add legend to the capital forecast
- Mannheim Parks and Facilities
 - Review placement in the 10 Year Capital Forecast for lighting and backstop fencing for Mannheim ball diamonds and the playground component replacement
- Wilmot Recreation Complex Roof
 - Investigate potential install of solar panels for discussion during the next update of the 10-Year Capital Forecast
- New Hamburg Skate Park
 - Review timing for inclusion in the next iteration of the 10-Year Capital Forecast
- Riverside Park
 - Review timing on playground equipment for inclusion in the 10 Year Capital Forecast
- Settlement Signage
 - Staff to bring forward a report to Council prior to the 2020 Budget including a full cost analysis

3. REPORT NO. FIN 2018-40 2019 Service Level Requests

Recommendation

THAT Report FIN 2018-40, regarding Level of Service Requests for fiscal 2019 be received for information purposes.

4. REPORT NO. CL 2018-21
Service Level Request – Part-Time Communications Specialist

Recommendation

THAT, subject to the approval of the 2019 Budget, the Director of Clerk's Services be directed to proceed with the hiring of a Part Time Communications Specialist, effective March 1, 2019;

AND FURTHER THAT staff proceed to incorporate the updated costs into the draft 2019 Operating Budget.

Action:

- Clerk's Services to connect with Conestoga College regarding the work placement program for non-paid communications students.

5. REPORT NO. CL 2018-22
Service Level Request – Part Time Municipal Law Enforcement Officer

Recommendation

THAT Report No. CL 2018-22 be received for information and that the draft 2019 Budget incorporate this position change.

6. REPORT NO. FD 2018-07
Service Level Request – Full Time Fire Prevention Officer

Recommendation

THAT, subject to the approval of the 2019 Budget, the Fire Chief be directed to proceed with moving the Part-time Fire Prevention Officer to a Full-time position, effective March 1, 2019;

AND FURTHER THAT staff proceed to incorporate these costs into the draft 2019 Operating Budget.

7. REPORT NO. PRD 2018-09
Part Time Programming Positions

Recommendation

THAT, subject to the approval of the 2019 Budget, the Director of Facilities and Recreation Services be directed to proceed with the hiring of a part-time Youth Action Council Facilitator on a one-year contract term, and transition an existing part-time

Day Camp Leader position into a part-time Day Camp Facilitator position, effective March 1, 2019;

AND FURTHER THAT staff proceed to incorporate these costs into the draft 2019 Operating Budget.