



MINUTES
Special Council Meeting
Monday, February 10, 2025
Council Chambers 9:00 AM

COUNCIL PRESENT: All members of Council were in attendance, with the exception of Mayor MacKenzie, who sent his regrets.

STAFF PRESENT: Lindsey Lee, CAO/Clerk
Angela Young, Deputy Clerk
Mandy Cannon, Deputy Clerk/Executive Assistant
Ryan Frew, Director of Public Works
Kevin Murray, Public Works Supervisor
Suzanne Bouchard, Treasurer

MEDIA PRESENT: Nil.

1. Call to Order and Roll Call

We acknowledge that we're on the unceded territory of the Algonquin Anishinaabe people and we thank them for their thousands of years of stewardship on this land and granting us the privilege of being here to enjoy it.

2. Disclosure of Pecuniary Interest and the General Nature Thereof

There were no disclosures of pecuniary interest declared at this time.

Deputy Mayor Hoddinott read a statement regarding the important role Council has during the budget process for the municipality.

3. Adoption of the Agenda

3.1 Dated February 10, 2025

RESOLUTION - SM - 1-2025

Moved by Councillor Scott Brum, seconded by Councillor Robert Campbell

THAT the Agenda dated February 10, 2025 be adopted as submitted and circulated.

CARRIED.

4. Special Meeting Notice

4.1 Dated January 16, 2025

The Deputy Clerk read the Notice of Special Meeting dated January 16, 2025. This notice was posted on the Township website, calendar and notice board.

RESOLUTION - SM - 2-2025

Moved by Councillor Kevin Rosien, seconded by Councillor Scott Brum

THAT the Notice of Special Meeting dated January 16, 2025 be accepted as information as submitted and circulated.

CARRIED.

5. Delegations and Presentations

Nil.

6. Matters Arising out of Delegations Heard

Nil.

7. Items of Business

7.1 Public Feedback & Comments for Consideration in the 2025 Budget Process

RESOLUTION - SM - 3-2025

Moved by Councillor Kevin Rosien, seconded by Councillor Scott Brum

THAT Council accept the Public Feedback & Comments for Consideration in the 2025 Budget Process Report as information as submitted and circulated.

CARRIED.

7.2 2025 Draft Budget - Part 1

RESOLUTION - SM - 4-2025

Moved by Councillor Kevin Rosien, seconded by Councillor Scott Brum

THAT Council accept the 2025 Draft Budget - Part 1 Report as information as submitted and circulated.

CARRIED.

The following suggestion was made during these discussions:

- Research other Tax Rebate Programs that may become available to low income households.

The following Staff Directions were made to bring forward to the Cut/Keep Meeting on February 12, 2025:

Staff was directed to look into the option of replacing Council's iPads with MAC laptops instead of with new iPads.

Staff was directed to bring forward a report showing the staff time used for Committee Meetings.

Staff was directed to bring forward a summary of the 2024 Wage actuals versus the 2024 & 2025 budgeted amounts.

Council recessed at 10:48 a.m.

Council resumed at 10:56 a.m.

8. By-Laws

Nil.

9. Questions/Comments

- 9.1 Mike Groulx asked why Mayor MacKenzie was not in attendance, he was advised that a reason was not provided for his absence.

Mr. Groulx asked what line item represented the amount spent on Integrity Commissioner complaints and asked if there was more money being budgeted for future complaints to which he was advised that the Integrity Commissioner complaints were included in GL#1-4-1400-3050 "ADM Legal Fees" and that \$50,000 was included for this line item in the 2025 budget. Mr. Groulx asked what was spent on legal fees in previous years, at which time he was provided this information and was advised that it is not just the Integrity Commissioner complaints that are included in this line item.

Mr. Groulx asked if more details could be provided with regards to the breakdown of legal fees, at which time he was advised that he could be provided with the total amount that was paid to the Integrity Commissioner, but the CAO/Clerk would verify with the Integrity Commissioner if a specific breakdown per complaint could be provided.

Mr. Groulx asked what is currently in the budget for the OPP Board, at which time he was advised that \$16,000 was budgeted for 2025, and that an invoice has not been provided for 2024 and at this time the amount that will be billed is unknown.

Mr. Groulx asked If there is a cost associated with putting out a tender for insurance coverage and why the Township waits five years instead of tendering for this every year. He was advised that the Township is included in a group of other municipalities that put out this tender together for a five year term to obtain better rates.

Mr. Groulx asked if the Township considered having an in-house engineer to attempt to save in engineering costs for studies and designs etc. At which time he was advised that the Township does have an in-house engineer.

Mr. Groulx asked what percentage increase per year do employees get? To which he was advised if an employee is eligible to move up a step in the grid, each step increase is 3%. Council also approved a 3% COLA increase in 2025. Mr. Groulx asked if the wage shown on the Sunshine list is the same as the number on the employee's T4, at which time he was advised yes. Mr. Groulx asked for the wage grid, and he was advised that he would be sent a copy.

- 9.2 Martin Wright asked if Council said it was illegal to not give staff COLA? At which point he was advised that it's not recommended because it could raise equity or unequal pay practices to pick only certain staff members to get COLA. Not illegal not to give a COLA increase.

Mr. Wright asked for the summarized version of employee wages/benefits for 2024 as described on page 9 of the budget documents. He was advised that Council also asked for a copy of this information and it will be provided.

Mr. Wright asked what the clearing account GL#1-4-1400-8200 was used for? He was advised it's used as an offsetting, in-and-out (net zero) account.

Mr. Wright asked for clarification on what the difference between line item GL#1-4-1402-2520 building Maintenance Repairs and line item GL#1-4-1402-3930 Building Maintenance Services to which he was advised that the Building Maintenance Services line is used for services that are contracted out.

Mr. Wright asked why there wasn't money in last year's budget for a Fire Chief, at which time it was clarified that the ask is for a Deputy Fire Chief, which is a new position.

- 9.3 Andre Szombathy asked what the status of the Asset Management Plan is? To which he was provided an update. He further asked if the costs were reflected in this budget, to which he was told yes.

Mr. Szombathy asked how up to date the 2024 actuals are? To which he was advised they were last updated Monday, February 3, 2025. There are still some invoices expected.

Mr. Szombathy asked if the \$41,000 budgeted audit fee was solid and asked if it was the same Auditor or a different Auditor to which he was advised we have a contract to use the same auditor until 2026.

Mr. Szombathy asked if historical numbers can be published, at which time he was advised that quarterly reports are published and available to the public. Mr. Szombathy asked if he could see the 4th quarter report for 2023 to which he was told yes, it will be published.

Mr. Szombathy asked if there are plans for a new Public Works building, to which he was told yes, the costs associated with the design of the Public Works garage and new Fire Station have been included in the budget.

- 9.4 Mr. Groulx asked what the procedure is if someone can't access a public document through our portal, to which he was advised to contact the Clerk's department.

- 9.5 Mr. Szombathy asked if an RFP was put out in 2021 to appoint the Auditor, to which the response was yes. He asked which Auditors put in for the RFP to which he was advised the CAO/Clerk would look into it.

10. Closed Meeting Session

Nil.

11. Confirmatory By-Law

11.1 By-Law #2025-12 Confirm the Proceedings of the February 10, 2025 Special Council Meeting

RESOLUTION - SM - 5-2025

Moved by Councillor Scott Brum, seconded by Councillor Kevin Rosien

***THAT** By-Law #2025-12, being a By-Law to confirm the proceedings of the February 10, 2025 Special Meeting of Council of the Corporation of the Township of McNab/Braeside is now deemed read a second and third time short and is hereby enacted and passed.*

CARRIED.

12. Adjournment

This Special Council Meeting adjourned at 12:03 p.m.

MAYOR

CAO/CLERK