



## **Special Council Meeting Minutes**

Monday, December 9, 2019 6:00 PM

Harrow Community Centre

243 McAfee, Harrow, Ontario

### **1. Roll Call**

Present:

- Mayor Larry Snively
- Deputy Mayor Richard Meloche
- Ward 1 Councillor Joe Garon
- Ward 1 Councillor Morley Bowman
- Ward 2 Kim Verbeek
- Ward 3 Councillor Chris Vander Doelen
- Ward 3 Councillor Steve Bjorkman
- Ward 4 Councillor Sherry Bondy

Also Present:

- Chris Nepszy Chief Administrative Officer
- Doug Sweet, Director, Community Services/Deputy CAO
- Jeffrey Morrison, Director, Corporate Services/Treasurer
- Lori Chadwick, Director, Development Services
- Heather MacDonald, Manager, Finance and Business Services
- Peter Mullins, Assistant Manager, Finance
- Robert Auger, Town Solicitor/Clerk
- Shelley Brown, Deputy Clerk

### **2. Declarations of Conflict of Interest**

Councillor Bondy declared a conflict of interest regarding the HVAC replacement at the Harrow Daycare located inside the Harrow Arena as her children attend the daycare.

### **3. Adoption of Published Agenda**

Special Council Meeting Agenda

Moved by Deputy Mayor Meloche

Seconded by Councillor Garon

**(SP19-12-001) That** the published agenda for the December 9, 2019 Special Council Meeting be adopted as presented.

**"Carried"**

#### **4. Reports from Administration**

a) Chris Nepszy, Chief Administrative Officer

Mr. Nepszy provided an introduction to the 2020 Budget highlighting the changes to the document this year and providing comparables to other municipalities in the County of Essex.

b) Jeffrey Morrison, Director, Corporate Services/Treasurer

Mr. Morrison provided an overview of the 2020 Proposed Budget document explaining the new format of the document and reviewing the additional operating and capital budget information provided in said document.

Moved by Councillor Bjorkman

Seconded by Councillor Garon

**(SP19-12-002) That** the presentation entitled “2020 Budget Walkthrough”, presented by Jeffrey Morrison, Director/Corporate Services/Treasurer be received.

**“Carried”**

#### **5. Public Presentations**

Ryan Heridik, Resident

Mr. Heridik inquired, regarding the Asset Management Plan, as to who determines when repairs are to be performed and who the Town procures to perform the repairs.

In reply, Jeffrey Morrison, Director, Corporate Services/Treasurer stated that the Asset Management Plan is a requirement of the provincial government and condition assessments (for determining required repairs or replacements) are part of the Plan.

Chris Nepszy, Chief Administrative Officer further explained that the determination of when and who does the repairs is a collaborative effort from staff.

Mr. Heridik then inquired about the Development Charges and License and Permit Fees on page 12 of the Budget document re: Operating Summary and why there was a 75% increase.

Mr. Morrison explained that they did a 3-year analysis of the revenues based on actual revenues received.

Scott McLean, Resident.

Mr. McLean inquired if the Gore Road would be done using cold rolled processing and why the 5<sup>th</sup> Concession between County Road 11 and Smith Road was \$75,000 more.

Mr. Nepszy explained that the Town uses different processes for different roads and that the 5<sup>th</sup> Concession is beyond being able to use the cold rolled process to repair.

Collette McLean, Resident.

Ms. McLean inquired why Gore Road at County Road 20 is breaking up.

In reply, Mr. Nepszy stated that the intersections are asphalt and they are trying to do better. Hot days after being laid down causes it regardless.

Ms. McLean then inquired as to how long the Climate Change staff member would be employed.

Lori Chadwick, Director, Development Services replied that she is on contract and would be done once the term has concluded in 2021.

Ms. McLean asked why the current staff was not able to do the adaptation plan.

Mr. Morrison stated that this is typically outsourced and that staff workloads did not permit the time to prepare the plan. The Town received a specific grant for the position.

Ms. McLean then asked if the Streetscape Plan would provide for additional parking or improved parking.

Mr. Nepszy stated that he does not believe there would be any major impacts to parking as a result of the streetscape plans with the exception of some small bump outs for pedestrians.

Ms. Chadwick further added that 2 studies were completed with consultations that included opportunity for public input. The Essex Streetscape Plan was done in 2014 and the Harrow Streetscape Plan was done in 2018. The results of both plans are available to the public and both plans have been adopted by council.

Mike Janisse, Resident.

Mr. Janisse asked how the projections for future years were calculated.

Mr. Morrison replied that they used a combination of inflationary (CPI) and where available, other controlled/known factors.

Darlene Snyder, Resident.

Ms. Snyder inquired as to why the Office of the CAO had a 39% increase in the budget cost centre (page 25 of the budget document).

Mr. Morrison replied that in 2019 there was revenue from reserve that is no longer available and so the current CAO budget is reflective of that.

Ms. Snyder then inquired about the reduction in expenses for arenas.

Mr. Morrison replied that some of the Long-Term Debt was now paid in full and a thorough review of the prior years' actual allowed for more accurate budgeting.

Ms. Snyder further inquired about the increase of \$126,000 in Infrastructure Services – Administration.

Mr. Morrison stated that the increase is due to transfers to and from Reserve Funds as well as Long-Term Debt Charges.

## **6. Adjournment**

Moved by Deputy Mayor Meloche

Seconded by Councillor Bowman

**(SP19-12-003) That** the meeting be adjourned at 8:15.

**“Carried”**