

THE MUNICIPALITY OF NORTH PERTH
SPECIAL COUNCIL MEETING
PROPOSED AGENDA



Date: January 29, 2020
Time: 7:00 pm
Location: Municipality of North Perth Council Chambers

Accessibility of Documents:

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1. SPECIAL 2020 BUDGET MEETING	
Please note this meeting will be video streamed live on You tube.	
1.1 Call to Order, Budget Chair Todd Kasenberg	
1.2 Approve or Amend the Agenda	
1.3 Disclosure of Pecuniary Interest and the General Nature Thereof	
2. CONSENT AGENDA	
2.1 North Perth Council - January 22nd, 2020 Budget Minutes	1 - 4
3. DELEGATIONS/PRESENTATION	
4. REPORTS	
Presentation of Capital Projects	
<u>Budget e-Book</u>	
4.1 Tab # 4 - Project Sheets #8 and #9 - Recreation Department, Amy Gangl, Interim Manager of Recreation	5 - 6
4.2 Tab # 5 - General Administration - Kriss Snell, CAO	
4.3 Tab # 6 - Fire Department - Ed Smith, Fire Chief	

- 4.4 Tab # 7 - Roads, Bridges, Stormwater and Drainage - Lyndon Kowch, Manager of Operations
- 4.5 Tab # 8 - Manager of Environmental Services - Mark Hackett, Manager of Environmental Services
- 4.6 Tab # 9 - Capital Overview

5. COUNCIL DIRECTION

6. OTHER

6.1 Announcements

6.2 Closed Session Meeting and Reporting Out

7. CONFIRMATORY BY-LAW

7.1 By-law 19-2020 - Confirmatory By-law

8. ADJOURNMENT

The next 2020 Budget Meeting will be held on Wednesday, February 12th, 2020 at 7:00 p.m.

Members Present Mayor Todd Kasenberg
Deputy Mayor Doug Kellum
Councillor Lee Anne Andriessen
Councillor Neil Anstett
Councillor Julie Behrns
Councillor Matt Duncan
Councillor Dave Johnston
Councillor Allan Rothwell
Councillor Terry Seiler

Member Absent Councillor Matt Richardson

Staff Present CAO Kriss Snell
Clerk Patricia Berfelz
Director of Finance/Treasurer Frances Hale
Tax Collector/Deputy Treasurer Becky Belfour
Interim Manager of Recreation Amy Gangl
Technology Services Coordinator Eric Bauer
Co-ordinator of Public Service Sherri Berfelz

1.1 CALL TO ORDER

Mayor Kasenberg called the meeting to order at 7:00 p.m.

1.2 Approve or Amend the Agenda

Resolution No. 32.01/20

Moved By Doug Kellum, **Seconded By** Allan Rothwell

THAT: The Agenda for tonight's meeting, be approved.

CARRIED

1.3 Disclosure of Pecuniary Interest and the General Nature Thereof

Councillor Julie Behrns indicated a conflict of interest with Agenda Item 4.2 because her grandchildren attend the North Perth Child & Family Centre.

2. COSENT AGENDA

2.1 Approval of the 2020 Budget Minutes of December 11th, 2019

Resolution No. 33.01/20

Moved By Terry Seiler, **Seconded By** Leanne Andriessen

THAT: The minutes of the 2020 Budget Meeting on December 11th, 2019 be adopted.

CARRIED

3. DELEGATIONS/PRESENTATION

4. REPORTS

4.1 Tab # 4 (Operations Budget)- BIA

Scott Patterson, Vice Chair provided Council with a PowerPoint presentation including the BIA year 2019 in review and the budget and BIA Focus for 2020. The Listowel BIA Coordinator Lisa Schaefer was also in attendance.

4.2 Tab # 1 - Clerk, Day Care and Building Department - Patricia Berfelz, Clerk

The Clerks Department did not budget for any Capital Projects in 2019 and there are no plans for Capital Projects in 2020.

The Building Department did not present any Capital projects for 2020.

Julie Behrns left the meeting at 7:20.

Patricia Berfelz, Clerk explained the Child Care projects completed in 2019. Ms. Berfelz indicated the Capital projects for 2020 were as follows:

- 2019 Health and Safety Funds Carryover
- 2020 Health and Safety Funds
- New Monkton Family Grouping/EarlyON Centre.
- Spinrite LP Yearly and other donations for the purchase of additional enhanced education supplies for the School-age programs
- Renovations to the Entranceway of the North Perth-Spinrite Child and Family Centre

Ms. Berfelz indicated that the big projects will be the construction and implementation of the new Family Grouping Child Care and EarlyON Centre in Monkton and the purchasing, set up and implementation of the new St Marys Child Care Centre.

Julie Behrns returned to the meeting at 7:30.

3.3 Tab # 2 - Finance, Information Technology and BIA - Frances Hale, Director of Finance/Treasurer

Director of Finance/Treasurer Frances Hale provided Council with an update on the Finance Department 2019 Capital Projects and the status of various projects.

Technology Services Coordinator Eric Bauer indicated that the IT Corporate Upgrades will be a carryover from 2019. Project work remaining is the core network upgrades. Core network upgrades include hardware at the water tower, main office, main fire station and library. Mr. Bauer explained that in 2020, the Department is proposing the hiring of a part-time Information Officer (IO) to implement a governance IT management model for the IT Governance and Modernization project.

Tax Collector/Deputy Treasurer Becky Belfour stated that Operating and Project Budget Software will be a carryover from 2019. For 2020, Ms. Belfour presented the next steps for the Asset Management Plan.

3.4 Tab # 3 - Library - Rebecca Dechert Sage, CEO

Director of Finance/Treasurer Frances Hale, on behalf on CEO Rebeca Dechert Sage stated that the Library 2019 Carryover Projects include:

- Listowel Library Masonry & Pergola Repairs
- Atwood Library Sewer Hookup
- Listowel Library Power Door Operators
- Exterior Signage
- Listowel Library Painting

The 2020 Capital Projects include the purchase of the Monkton Library Furnishings, Fixtures and Equipment and the North Perth Library and Community Hub Design Development.

3.8 Tab # 4 - Parks and Recreation - Amy Gangl, Interim Manager of Recreation

Interim Manager of Recreation, Amy Gangl explained the Parks and Recreation projects completed in 2019. Ms. Gangl indicated the Capital projects for 2020 were as follows:

- 2019 Carryover Projects
 - Facility and Trail Signage
 - Atwood Cenotaph
 - Memorial Park Barrier Fence – Planters
 - Completion of Spinrite Field/Park Development
 - Steve Kerr Memorial Complex Emergency Generator
 - Ball Field Improvements
 - Listowel Kinsmen Pool Replacement
- Listowel Memorial Arena Demolition and Redevelopment
- John Bell South & John Bell North Ball Light and Tower Replacement
- Trail Development and Maintenance
- Confederation Park Playground
- Robert Mathers Park Enhancements
- Elma Memorial Community Centre Refurbishment/Renovation
- Listowel Dam Project
- Ice Resurfacers Upgrades

4. COUNCIL DIRECTION

4.1 Council Comments and Direction

Members of North Perth Council requested the following as a result of the Capital Projects presented:

- Report on the use of the outdoor pools with associated costs and statistical information
- Report on what the EMCC refurbishment includes as well as utilization information for the facility
- More detailed report on the John Bell South & John Bell North Ball Light and Tower Replacement
- More affordable option to build the gazebo at the Robert Mather Park in Trowbridge
- A revised Detailed Project Sheet #8

Councillor Behrns left the meeting.

6. CONFIRMATORY BY-LAW

6.1 By-law 8-2020 - Confirmatory By-law

Resolution No. 34/01/20

Moved By Matt Duncan, **Seconded By** Dave Johnston

THAT: By-law No. 8-2020, being a By-law to confirm generally previous actions of the Council of the Municipality of North Perth; be introduced, read and considered read a first, second and third time and be finally passed and that the said By-law be signed by the Mayor and the Clerk and sealed with the seal of the Corporation.

CARRIED

Councillor Behrns returned to the meeting.

7. **ADJOURNMENT**

Resolution No. 35.01/20

Moved By Neil Anstett, **Seconded By** Terry Seiler

THAT: The Council 2019 Budget meeting adjourns at 9:25 p.m.

CARRIED

MAYOR

CLERK



FACILITY UTILIZATION

HALL HOURS	2015	2016	2017	2018	2019
EL Rec Complex Large Hall	293.0	463.0	394.5	551.0	545.0
EL Rec Complex Small Hall	217.5	176.5	147.5	226.5	249.0
EL Lobby	6.0	3.0	2.0	2.0	1.5
EL Board Room	5.5	20.75	42.0	10.5	14.0
EMCC Large Hall	781.5	714.0	928.5	751.0	742.00
EMCC Small Hall	373.5	319.0	249.25	333.0	366.0
LMA Auditorium	270.0	304.5	--	--	--
SKMC Community Room	--	--	251.25	443.5	569.5
SKMC Blue Line Room	--	--	17.0	256.0	335.5
WCC Auditorium	438.5	465.5	335.5	347.5	376.5
TOTAL HRS	2385.5	2466.5	2367.5	2921.0	3199.0

ARENA ICE/FLOOR HOURS	2015	2016	2017	2018	2019
Elma Logan Rec Complex	1516.5	1527.5	1541.25	1491.0	1447.5
Listowel Memorial Arena	2583.0	2433.25	2460.0	113.0	101.0
Steve Kerr Mem. Complex	--	--	--	2633.0	2648.0
Wallace Community Centre	1044.25	1172.75	1055.00	1076.0	1057.0
TOTAL HRS	5143.75	5133.5	5056.25	5312.0	5253.0

PAVILION HOURS	2015	2016	2017	2018	2019
Atwood Pavilion	209.5	228.0	279.5	348.5	315.25
Kin Pavilion	309.0	180.0	197.5	224.25	198.5
Memorial Pavilion	137.0	135.5	175.25	154.0	145.0
Monkton Kinsmen Pavilion	1.5	1.5	19.0	49.5	4.5
Monkton Lions Pavilion	81.5	116.0	19.0	111.0	69.0
Trowbridge Pavilion	0.0	7.5	19.5	5.0	--
Wallace Optimist Pavilion	16.0	8.0	11.5	34.0	9.5
Bandshell	78.0	30.5	20.0	32.0	16.0
Amphitheatre	50.5	48.0	69.5	54.5	49.5
TOTAL HRS	883.0	755.0	867.75	912.75	807.25



BALL DIAMOND HOURS	2015	2016	2017	2018	2019
# Listowel minor ball players	230	265	318	337	364
# Elma minor ball players	65	75	84	85	98
Total	295	340	402	422	462
Monkton North (Adult)	138.5	141.25	189.0	206.75	122.25
Monkton South (Youth)	37.25	42.25	58.25	64.25	25.75
Atwood North (Adult)	269	267.0	153.0	187.0	234.5
Atwood South (Youth)	113.75	147.25	149.25	168.25	177.75
Batting Cage	43.5	121.5	119.0	243.25	149.75
Davidson Optimist	94.5	149.75	194.0	153.25	173.5
Grounds EL	0.0	0.0	0.0	47.0	0.0
Grounds EMCC	48.0	36.0	34.0	7.0	7.0
Jackson	172.0	163.5	231.5	223.75	228.0
John Bell North	180.25	252.0	267.5	280.5	309.5
John Bell South	194.25	448.5	662.25	430.0	361.5
Kin North	440.5	367.0	380.0	476.5	543.5
Kin South	382.0	342.25	349.75	439.75	458.75
Memorial	18.0	50.25	69.5	92.0	116.75
Trowbridge	135.25	120.0	141.5	152.0	152.25
Wallace	163.0	209.5	147.5	189.25	188.5
TOTAL HRS	2479.75	2861.0	3146.0	3361.5	3249.25

SOCCER FIELD HOURS	2015	2016	2017	2018	2019
Wallace Minor Soccer	153	152	128	113	149
EL Field	16.0	16.0	16.0	16.0	0.0
Kin Field	75.0	73.5	47.0	72.75	61.0
Spinrite Soccer Field	--	--	--	--	90.0
Wallace Optimist Field 1 U12-U18	199.0	198.5	138.5	160.5	150.0
Wallace Optimist Field 2 U10	137.5	137.0	142.0	102.0	148.0
Wallace Optimist Field 3 U8	137.5	137.0	142.0	102.0	102.0
TOTAL HRS	565.0	562.0	525.5	453.25	551.0

Pool # USERS	2018	2019
Atwood Athletics Swim Team	22	41
Listowel Lightning Swim Team	42	47
Atwood Lions Pool (~643 hours/season)	4113	4707
Listowel Kinsmen Pool (~643 hours/season)	8024	8202
TOTAL USERS	12137	12909