



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
February 18, 2015 COUNCIL BUDGET MEETING

**MINUTES**

**DATE:** Wednesday, February 18, 2015

**TIME:** 1:00 P.M.

The Council Budget Meeting was held on the above date and called to order at 1:00 p.m. in the Council Chambers, Aberfoyle.

1. **ATTENDANCE:**

Mayor Dennis Lever  
Councillor Matthew Bulmer  
Councillor Susan Fielding  
Councillor Ken Roth  
Councillor Wayne Stokley

**STAFF IN ATTENDANCE:**

1. Karen Landry, CAO/Clerk
2. Donna Tremblay, Deputy Clerk
3. Mary Hasan, Director Finance/Treasurer
4. Don Creed, Director of Public Works and Parks
5. Steve Goode, Fire Chief
6. Robert Kelly, Chief Building Official

2. **DISCLOSURE OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF:**

None.

3. **REPORTS:**

**Finance Department**

1. Report FIN-2015-07 – 2015 Updated Budget

Mary Hasan, Director of Finance/Treasurer provided Council with a summary of Report FIN-2015-07.

Council requested that the 2016 Budget process include a public meeting to present the draft Operating and Capital Budgets to the public for comments.

Council requested the following amendments be made to the Proposed 2015 Capital and Operating Budgets as follows:

**Item – Retractable Screen & Projection Equipment**

Council requested that the 2014 capital carry forward amount of \$13,150 for the retractable screen and projection equipment at the Puslinch Community Centre be used to fund the replacement of the furnace, cooling fan, condenser and additional duct work in the Alf Hales room.

Council requested that the amount of \$13,150 for the retractable screen and projection equipment at the Puslinch Community Centre be placed in the 2016 Forecast for this project.



**Item – Furnace, Cooling Fan Coil and Condenser Unit – Alf Hales and Main Hall – Puslinch Community Centre – 2015 Capital Budget and Forecast**

Council requested that \$17,500 be allocated towards the replacement of the furnace, cooling fan coil, condenser unit and additional duct work in the Alf Hales Room.

Council requested that an additional sum of \$6,000 be placed into the equipment replacement working reserves for both 2015 and 2016 and that the amount of \$18,000 be placed in the 2017 Capital Budget and Forecast for the replacement of the main hall furnace, cooling fan coil and condenser unit with \$12,000 funded from the equipment replacement working reserve and \$6,000 funded from tax levy.

**Traffic Calming – Streetscaping Morriston – Public Works 2015 Capital Budget and Forecast**

Council requested that the capital carry forward amount of \$52,846 be used for the project in 2015. That the 2015 Capital amount be reduced to \$10,000, the 2016 forecast amount remain at \$30,000 and that \$27,500 be included in the 2017 Capital Forecast.

**Council recessed from 2:25 p.m. to 2:30 p.m.**

Karen Landry CAO/Clerk provided Council with clarification as follows: the funds received by the Township for Ice Storm Assistance Program, will be deposited in the Winter Maintenance Reserve Fund. The Township's Auditors have recommended that staff both develop a policy with respect to the establishment of a Working Reserve to account for security and grading deposits 10 years or older and that staff review the files on an individual basis to determine the status of the deposits. Karen Landry, CAO/Clerk also indicated future amendments to the Financial Administration and Budget Management Policy with respect to procedures surrounding budget overruns will be brought forward to Council for consideration.

**Resolution 2015-061** : Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Report FIN-2015-07 2015 Updated Budget be received; and

That the funds claimed for the Ice Storm Assistance Program in the amount of \$44,922.93 be allocated to the Winter Maintenance Reserve Fund; and

That Staff report back to Council on amendments to the Financial Administration and Budget Management Policy; and

That Staff include in the Working Reserve and Reserve Fund By-Law the establishment of a Deposit Working Reserve to account for security and grading deposits 10 years or older for the purpose of determining the status of these deposits.

**CARRIED**



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4. **BY-LAW:**

**Resolution 2015-062:** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That the following By-law be taken as read three times and finally passed in open Council:

(a) By-Law **14/15** being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 18th day of February, 2015.

**CARRIED**

5. **ADJOURNMENT:**

**Resolution No. 2015-063:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council hereby adjourns at 2:34 p.m.

**CARRIED**

  
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Dennis Lever, Mayor

  
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Karen Landry, CAO/Clerk