



GRAND VALLEY

The Corporation of the Town of Grand Valley Special Council Meeting - 2024 Operating Budget Minutes Tuesday, January 30, 2024, 2:00 PM (approximately) Council Chambers– 5 Main Street North, Grand Valley

Present:

Mayor Steve Soloman
Deputy Mayor Philip Rentsch
Councillor Lorne Dart – **virtual attendance**
Councillor James Jonker
Councillor Paul Latam
CAO/Clerk-Treasurer Meghan Townsend
Director Public Works Matthew Bos
Recreation Facilities Manager James Allen
Deputy Clerk/Communications Coordinator Donna Tremblay
Grand Valley Fire Chief Justin Forman

1. Call to Order and Roll Call

Mayor Soloman called the meeting to order at 1:48 p.m.

2. Adoption of Agenda

Resolution 2024-01-50

Moved by P. Latam, Seconded by J. Jonker

BE IT RESOLVED THAT Council adopts the Special Council – 2024 Operating Budget agenda dated January 30, 2024.

CARRIED

3. Disclosure of Pecuniary Interest and the General Nature Thereof

No pecuniary interest was declared.

4. Correspondence

4.1. Grand Valley and District Fire Board – 2024 Proposed Budget

Meghan Townsend, CAO/Clerk-Treasurer provided introductory comments regarding the 2024 Operating Budget.

Council discussed the Grand Valley and District Fire Board's 2024 Proposed Budget and the Town's options to fund the levy amount requested and provided the following questions.

Grand Valley Fire Chief Justin Foreman attended the meeting to answer Council's questions.

Council and staff's questions included:

- Increases in future budgets with completion of 2024 Fire Master Plan and Community Risk Assessment. P. Latam, Fire Board Member advised 2024 is a catch-up year and the 2025 values provided are forecasts.
- Funding Radio project – Chief Foreman advised the Town is seeking grant funding and CAO Townsend advised reserve funds are available for equipment purchases.

Council suggested the following:

- Future Fire Board budgets include depreciating the value of assets, including vehicles.
- Town funding consider borrowing and use of reserves.
- Approaching member municipalities regarding funding

Resolution 2024-01-51

Moved by J. Jonker, Seconded by P. Latam

BE IT RESOLVED THAT Council receives the correspondence listed on the January 30, 2024 Special Council – 2024 Operating Budget Agenda.

CARRIED

5. 2024 Operating Budget Discussions

CAO Townsend provided a summary of possible levy increases and how they impacted the tax rate. She outlined potential options for financing including: user fees, examining the use of a storm sewer rate structure to remove the maintenance

of storm sewers from the tax levy. CAO Townsend identified municipal grants available are based on housing crisis criteria and grant opportunities for the Town's Bridge 10 capital project are not likely to arise. CAO Townsend stated the province is committed to retaining the current formulas for Ontario Municipal Partnership Funding and Ontario Community Infrastructure Funding.

5.1. Report – Municipal Staffing

CAO Townsend provided a summary of the report including the requirement for a Treasurer and their duties. CAO Townsend advised costs associated with new positions would be annualized, full costing would be included in the 2025 Budget.

Council considered the report and provided the following questions:

- Grass Cutting Report – Staff advised a report will be provided.
- Clarification regarding Human Resources duties. Staff advised these duties related to payroll and employee benefit management.
- Automation of Account Payable functions. Staff advised the Town is exploring automation and are working with the financial software vendor.
- Business case for new hires for Public Works and Recreation departments. Staff will advise.

Resolution 2024-01-52

Moved by P. Latam, J. Jonker

BE IT RESOLVED THAT Council receive Report – Municipal Staffing AND FURTHER THAT Council approves the immediate recruitment of a Treasurer with assistance from Ward and Uptigrove's human resources consultants and directs the CAO to seek Request for Proposal from qualified consultants for the Human Resources Review project, based on the scope of work discussed, AND FURTHER THAT Council authorize the inclusion of costs related to the new employee recruitment and the project in the 2024 budget.

CARRIED

5.2. Preliminary 2024 Operating Budget Discussions

CAO Townsend advised that a Report will be provided detailing each department and identifying items and funding sources. Provisional Budget information provided was for Council information and discussion purposes and to provide direction to staff.

Council reviewed the Provisional Budget Report and provided the following questions:

- Recreation Revenues – Staff advised revenues are baseball rentals.
- Included Levies – Staff advised levy amounts for Community Centre, Fire Board and Library have been included.
- Update on pit properties. Staff are awaiting sampling results for the Proton Pit and will advise on the Amaranth Pit.

CAO Townsend advised that in 2024, the Town will be required to pay for an Ontario ONECall membership, as the Town now exceeds the threshold of 500 calls per year, starting in 2023.

Council discussed increasing revenues including:

- Fire Hall rentals or share facilities
- Ball diamond sponsorships

Council requested the following:

- Public works breakdowns for contracts, wages and materials.
- Postage and Courier separate items – page 6
- Bank Charges and overdrafts separate items – page 7
- Admin computers – additional information
- Parks and Recreation contracts - additional information
- Capital Lease payments – Rental Truck 1 – page 10 – amount clarification
- Splash pad increase - additional information
- Phone provider – additional information
- By-law department benefits – clarification on amount

CAO Townsend provided closing remarks advising February budget meeting will include information on Boards, new staffing positions and capital and reserve funds.

20. Adjournment

Resolution 2024-01-53

Moved by P. Rentsch, Seconded by P. Latam

BE IT RESOLVED THAT we do now adjourn this Special Meeting of Council – 2024 Operating Budget at 3:24 p.m. to meet again for a Special Council – 2024 Operating Budget meeting on February 27, 2024 at 2:00 p.m. or at the call of the Mayor.

CARRIED

“original signed”

“original signed”

Mayor Steve Soloman

Meghan Townsend, Clerk