

## TOWNSHIP OF O'CONNOR – MINUTES BUDGET MEETING – APRIL 23, 2019

Minutes of the Road Department and the Fire Department budget meeting held on Tuesday, April 23, 2019 at 6 p.m. in the Council Chambers.

Present: Councillors: Crane, Handy, Loan  
Clerk-Treasurer Buob

Visitors: Leadhand Kelly Johnson  
Fire Chief Henry Mattas

Absent: Mayor Vezina, Councillor Racicot

Acting Mayor Loan called the meeting to order at 6:03 p.m.

Mr. Johnson, Leadhand, was welcomed to the table. The Road Department draft #1 budget was reviewed. Items were discussed line by line.

Insurance rates were discussed. It was noted that the numbers used were estimates based on the 48% increase received for the Township's current policy which came due in April, but these numbers could be lowered if the newly requested quotes come in lower.

The Building Maintenance account for the municipal garage was reviewed.

The loan payment amount includes both the grader and backhoe principle portion of the loans and the interest is included in the administration budget. The payments total is slightly lower than last year as the backhoe will be paid off in 2019.

Under Major Equipment Mr. Johnson would like to recommend a new 4 x 4 truck be purchased for the Roads Department. The Township's current truck is a 2006 and is reaching its end of life.

Road Employee wages and payroll costs were reviewed. It was noted that the some of the salaries for the road employees will still be distributed to the different departments, such as cemetery or disposal site, as well as expensed to the projects. The time spent on the Federal Gas Tax projects are not pulled out as they are not eligible expenses under that program.

The equipment operating costs were reviewed. These costs include fuel to run the equipment, safety checks and plates for the trucks. Maintenance for each piece of equipment was also discussed.

Road signs were discussed with regard to the speed limit on the Township roads. Council is currently considering lower the speed limit on Cronk road and it was suggested at a previous Council meeting that the whole Township should be lowered. The cost to purchase the signage to post the roads was included in the notes. At the full budget meeting to be held on June 3<sup>rd</sup>, Council will consider this matter further. This cost only includes the purchase of the signs and not the labour or other expenses to have them installed.

Road Materials were discussed. Mr. Johnson has budgeting for three loads of calcium. This amount does not include the calcium used for the resurfacing projects or the detour. The winter sand last season was purchased from the Township of Conmee and it worked out well and was cheaper so they would like to do the same next year. It was noted that the price of salt has increased.

Bridge repairs were discussed. The wooden surface of Bridge #2, on Smith Road, will have to be changed this year. Mr. Johnson noted that he would like to do repairs to the bearing pads on Bridge #3 on Smith Road as is identified in the Bridge Study. The cost for these repairs will be covered using funding from the Ontario Community Infrastructure Fund (OCIF) and the Federal Gas Tax (FGT) Fund. Mr. Johnson is proposing to do two Road Projects, each being 1.6 km of gravel resurfacing and draining and one road surfacing using Federal Gas Tax funds.

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It was noted that an application for funding has been submitted to the new "Investing in Canada Infrastructure Fund" for the replacement Beaver Dam Creek culverts and the installation of guide rails on Sitch Road for 2020.

Ratepayer revenue was briefly discussed. At this time no requests have been made for contract work and the snowplowing is based on actual to date plus a small amount estimated for one plowing at the end of the year.

Mr. Johnson was thanked for attending and presenting his budget and he left the meeting at 7:05 p.m.

Fire Chief Henry Mattas was welcomed to the table. The Fire Department draft #1 budget was reviewed. Items were discussed line by line.

Under Capital purchases Fire Chief Mattas explained that he has included in this years budget the six sets of turnout gear which were ordered in 2018, however did not arrive until 2019, as well as the purchase of six more suits. The monies original budgeted for the 2018 purchases were put back into the reserve at yearend and will be used to cover a portion of the cost for these suits.

Loan payments on the fire trucks will remain the same as previous years. This amount is principal only as the interest is included in the administration budget.

The honourarium for the Fire Chief and Deputy Fire Chief as presented remain the same as last year. If Council would like to increase it, it will be their option. Fire Chief Mattas is asking for a \$500 increase in total member honourarium, which is distributed to the members on a points system, one point for attendance at training, meetings or a call.

Under Fire Department training, at this time Fire Chief Mattas does not know how many members are interested in attending Fire Con, however he is estimating five. One member has taken the driver training.

The operating and maintenance lines for the equipment were discussed. At this time Fire Chief Mattas does not anticipate any major repairs on any of the equipment. A pump test on the pumper is included. It was suggested that an additional amount be included for pumper maintenance in case there are any repairs required following the pump test.

The age of the Township's fire trucks was discussed. It is of the understanding that a front-line vehicle cannot be more than twenty years old. Council would like to know who is driving this, the Office of the Fire Marshal or the insurance companies. Council would like clarification and Fire Chief Mattas will look into this further.

The SCBA maintenance was discussed. Testing of the nine units has been completed this year and the actual cost for this is included.

Fire Chief Mattas informed Council of an opportunity to purchase some used pass alarms for the department and asked for Council's permission to purchase without an approved budget or they could be sold and he will miss out on them. Council agreed to allow him to purchase them now. This estimate for this line item was then increased.

Under Public Education a portion of the Cornerstone expense is posted to this account. Fire Department recruitment and the Halloween BBQ are also included in this line.

The O'Connor Fire Hall – building maintenance account was discussed. Bathroom renovation in the fire hall were post-poned last year due to the over budget quotes that came in to do the work. It was agreed that the renovation need to be cut back from the original plan and reconsidered this year.

Fixed costs were then discussed, including memberships, hydro, communications and heating.

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Insurance and VFIS were discussed. The vehicle and building insurance used in the draft #1 are estimates based on the current insurers percentage increase. Requests for quotes has be sent out to other companies and this number may change. The VFIS is an insurance coverage for the members. The members receive 24 hour coverage for accidental death or dismemberment.

The EHT and WSIB line was explained. The Township pays WSIB for all members on the Department.

The Fire Department "Other" account includes, Driver's Abstracts, Employee and Family Assistance Program.

The Fire Department revenue account includes the revenue from the sale of smoke/co alarms.

It was noted that the revenue from the Fire Smart Plan, which was prepared in 2018 but finalized in 2019, will be included in the 2019 budget. As the bill was paid in 2018, the expense went through in 2018 however the revenue did not. This amount will offset a portion of the deficit for 2018.

Council thanked Fire Chief Mattas for attending the meeting and presenting the Fire Department budget.

The budgets will continue to be updated with comments or concerns from this meeting or if actual expenses are occurred they will be discussed further at the full budget meeting to be held on Monday, June 3, 2019 at 7 p.m.

1. Moved by W. Handy  
Seconded by A. Crane

**THAT THE BUDGET MEETING ADJOURN TO THE COUNCIL MEETING TO BE HELD ON TUESDAY, APRIL 23, 2019 AT 8:00 P.M. IN THE COUNCIL CHAMBERS.**

**TIME BEING: 7:59 P.M.**

Carried

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Mayor

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Clerk-Treasurer