

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
SPECIAL MEETING AGENDA OF COUNCIL  
MARCH 5, 2018 @ 4:00 P.M.  
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH**

**PAGE  
NUMBER**

**CALLING TO ORDER - Mayor Lennox**

**ADOPTION OF THE AGENDA**

**DISCLOSURE OF PECUNIARY INTEREST**

**O ' CANADA**

**CONSIDERATION OF THE DRAFT 2018 BUDGET**

- Power Point 2018 Draft Budget Overview
- Comprehensive Listing and Ranking
- Summarized version

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**CONFIRMATORY BY-LAW NUMBER 023-18**

**ADJOURNMENT**

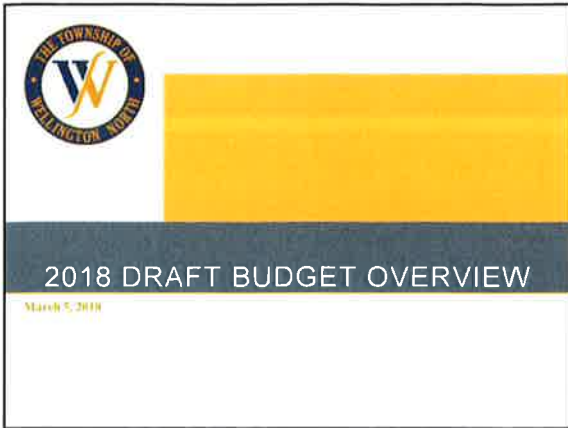
**The following accessibility services can be made available to residents upon request with two weeks' notice:**

**Sign Language Services – Canadian Hearing Society – 1-877-347-3427**

**- Kitchener location – 1-855-656-3748**

**TTY: 1-877-843-0368 Documents in alternate forms – CNIB – 1-800-563-2642**

3/1/2018



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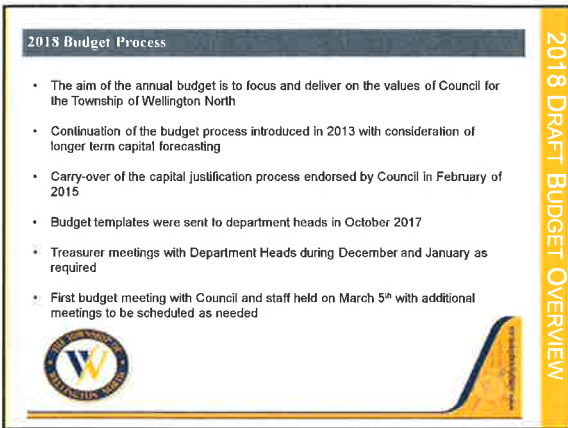
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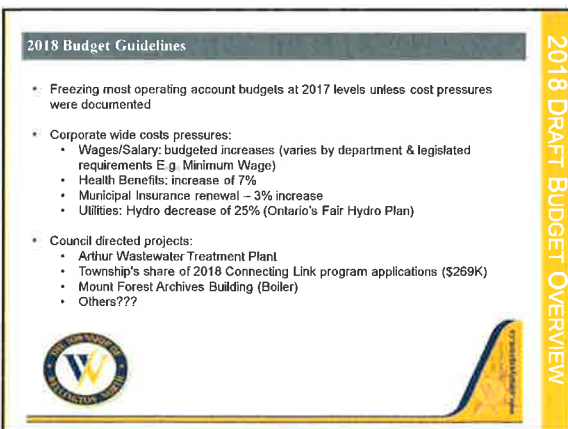
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**2018 Budget Impact Items**

- Continuation of the Louise Marshall Hospital Contribution – this will be treated as a special charge and will appear on residential tax bills as such. The contribution will have no impact on the 2018 budget. 2018 is final year for contributions.
- Conservation Authority budgets continue to rely increasingly on municipal levy dollars (\$1,421 = 0.95% increase). Total 2018 costs \$150,572.
- Minimal municipal service level changes – E.g. Blacksmith Shop, By-Law Officer
- Continued focus on long-term operating and asset management planning.



2018 DRAFT BUDGET OVERVIEW

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**Additional Impacts and Considerations**

- The 2018 Ontario Municipal Partnership Fund (OMPF) allocation decreased by \$62,700 to \$1,317,000
- Township Debentures with balloon (bullet) payments coming due:
  - 2018 \$ 949,000 Mount Forest Sports Complex
  - 2019 \$ 944,000 Mount Forest Sports Complex
  - 2020 \$1,192,000 Roads, Wastewater, Water
- Cemetery maintenance and capital requirements are significantly higher than interest earned on Cemetery Trust funds, requiring an increased allocation from tax levy (2018 \$16,776)



2018 DRAFT BUDGET OVERVIEW

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**2018 Proposed Tax Levy Increase (Operating Only)**

A 2.6% levy increase= \$124,473 of additional (operating only – inclusive of transfers to reserves) levy dollars in comparison to the 2017 budgeted levy of \$4,801,704

MPAC data shows that as of December 31, 2017:

- \$ 57,928 – is related to real growth (1.21% increase in new assessment)
- \$ 66,545 – is a true levy increase (1.39% increase in tax levy)
- \$124,473 Total (Operating Only) Levy Increase



2018 DRAFT BUDGET OVERVIEW

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**Growth Vs. Reassessment**

- Growth is defined as new assessment – it has no impact on the current taxpayer
- During 2017 Wellington North had real assessment growth of 1.21% (2016 1.11%)
- There is also an increase in assessment due to the Province-wide reassessments done by MPAC in 2016 which are being phased in from 2017 to 2020 Wellington North's reassessment growth in 2018 is currently estimated at 7.86%
  - Note: Decreases were reflected in 2017 assessment and stay the same for the rest of the valuation cycle



2018 DRAFT BUDGET OVERVIEW

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**Operating Budget Summary Analysis by Segment**

FR Category	2017 Budget	2018 Budget	% Change	Change \$	Comment
<b>General Government</b>					
General Government	1,291,700	1,293,300	1.7%	16,600	OWP Funding for Services
Other Revenue: S. gov./Districts/Wireless Council	156,930	156,277	-0.4%	653	
	132,129	132,129	0.0%	0	
<b>Administration</b>	1,152,076	1,244,418	8.1%	92,342	Personnel (55%) by and all other staff (45%)
<b>Property</b>	39,684	25,769	-35.3%	-13,915	Special Services (2017 Budget) - 2018 Budget - 2017 Budget
WSP Funding Co	0	4,000	100.0%	4,000	New Budget Item



2018 DRAFT BUDGET OVERVIEW

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**Operating Budget Summary Analysis by Segment (Continued)**

Protection Services	2017 Budget	2018 Budget	% Change	Change \$	Comment
<b>Fire</b>	614,183	789,411	27.1%	175,228	14 new fire engines (2017 Budget) - 2018 Budget
Police/Trucking Guard	18,376	18,376	0.0%	0	
Corporation Authority	149,248	149,248	0.0%	0	
Protection/Inspection & Control	0	0	0.0%	0	
<b>Animal Control</b>	19,950	4,533	-22.1%	-24,480	No Animal Control (2017 Budget) - 2018 Budget
<b>By-Law Enforcement</b>	13,680	35,141	272.8%	21,461	By-Law Enforcement (2017 Budget) - 2018 Budget



2018 DRAFT BUDGET OVERVIEW

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**Operating Budget Summary Analysis by Segment (Continued)**

Segment	2017 Budget	2018 Budget	% Change	Change \$	Comment
<b>Transportation Services</b>					
Roads	2,627,381	2,662,566	1.0%	35,185	Continued investment in road program - 100 miles
Stouffville	0	2	0.0%	2	
Rural Water	1,833	(1,933)	0.0%	0	
<b>Health Services</b>					
Hospice	0	0	0.0%	0	
Cemetery	13,891	14,076	0.1%	184	Review Post Office, Heritage Park
<b>Recreation and Cultural Services</b>					
Parks & Recreation	1,513,780	1,233,561	14.5%	(280,219)	Continued investment in parks program - 1000 acres of park land. Continued investment in park equipment. Continued investment in park equipment & staff.



2018 DRAFT BUDGET OVERVIEW

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**Operating Budget Summary Analysis by Segment (Continued)**

Segment	2017 Budget	2018 Budget	% Change	Change \$	Comment
<b>Planning and Development</b>					
Planning	0	0	0.0%	0	
Commercial & Industrial	0	0	0.0%	0	
Economic Development	180,832	180,350	0.2%	(482)	
Her Drains	0	0	0.0%	0	
Municipal Drains	17,050	11,015	6.4%	(6,035)	Continued investment in water infrastructure
<b>Total Long-Term Investment</b>	<b>4,821,704</b>	<b>4,921,177</b>	<b>2.9%</b>	<b>99,473</b>	



2018 DRAFT BUDGET OVERVIEW

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**Capital Considerations**

Project Costs Dept/Year	2014	2015	2016	2017	2018 (Proposed)
<b>Development Projects</b>					<b>1,281,000</b>
Roads & Drainage	1,669,200	2,372,662	4,656,403	3,093,788	5,791,700
Waterworks	777,000	1,250,280	933,367	1,096,800	930,000
Sanitary Sewers	792,000	1,055,453	1,138,101	2,501,100	2,169,500
Fleet	-	452,000	462,000	485,000	1,107,500
Parks & Recreation	118,500	57,900	159,382	435,830	392,899
Fire	18,000	50,000	45,176	660,600	567,000
Admin & Property	48,000	52,000	293,750	115,750	552,900
Cemetery	8,200	7,000	-	-	-
<b>Total</b>	<b>3,430,900</b>	<b>5,297,295</b>	<b>7,690,139</b>	<b>8,389,868</b>	<b>12,792,499</b>



2018 DRAFT BUDGET OVERVIEW

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**Capital Considerations (Continued)**

Funding Model Source/Year	2014	2015	2016	2017	2018 (Proposed)
Revenue (levy, fees, etc)	2,328,865	2,210,196	2,327,351	4,237,940	5,136,690
Grants	-	529,122	1,487,112	1,801,792	3,884,413
Dev't Charges & Reserves	757,035	706,440	2,094,473	1,352,665	971,990
External Debt	-	-	-	-	-
Gas Tax	345,000	161,520	503,294	497,000	804,500
Sustained OCIF	-	294,841	294,841	500,471	705,210
Prior Year Carry Fwd	-	1,395,176	571,284	-	1,104,696
Unfunded Amounts	-	-	411,824	-	185,000
	1,430,900	5,297,295	7,690,199	8,389,868	12,792,499



2018 DRAFT BUDGET OVERVIEW

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**Capital Considerations (Continued)**

**Capital Impact On Levy**

	2017 Levy Impact	2018 (Proposed Levy Impact)	Delta
Roads & Drainage	1,796,519	1,919,000	122,481
Fleet	199,000	776,500	577,500
Parks & Recreation	159,830	-	-159,830
Admin & Property	30,000	257,900	227,900
<b>Total</b>	<b>2,185,349</b>	<b>2,953,400</b>	<b>768,051</b>



2018 DRAFT BUDGET OVERVIEW

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**Capital Considerations (Continued)**

	2017	2018	Change from 2017	% Change
Scenario Modelling				
	\$2,185,349	\$2,953,400	\$768,051	35.1%
	\$4,612,097	\$4,407,711	-\$204,386	-4.4%
Goods	\$189,607	\$518,466	\$328,859	173.4%
	\$6,987,053	\$7,879,577	\$892,524	12.8%



2018 DRAFT BUDGET OVERVIEW

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**Reserves & Reserve Fund Estimates**

	2015 Year-end Balance	2016 Year-end Balance	2017 Year-end Balance (Estimated)
Obligatory Reserve funds - DCs, Fed. Gas Tax	2,925,161	3,321,553	3,760,152
Discretionary Reserve Funds - Capital Purposes	5,638,889	5,305,770	5,367,820
Total Reserve funds	8,564,050	8,627,323	9,127,972
Reserves	9,466,646	10,247,225	9,740,667
Total Reserves & Reserve Funds Before YE Transfers	18,030,696	18,874,548	18,366,639
		Estimated Transfers back to Reserves / Reserve Funds from Capital	2,200,000
		Unaudited Estimated Closing Reserve / Reserve Fund balance Dec. 31, 2017	20,568,099




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**Key Questions**

1. What levy increase is acceptable? 2.5% max? March 5<sup>th</sup> operating only draft reflects a 2.6% budget levy increase (budget to budget). 2017 In-year real growth will reduce the impact to 1.39%.
2. Is Council amenable to the contribution levels to reserve and reserve funds in 2018?
3. What capacity do we, as a staff, really have to complete Capital Projects particularly as it relates to water, sewer, roads projects? How many is too many? Does the budget reflect projects that we know that we can complete in 2018?
4. Are there Capital Projects that Council anticipated in 2018 that are not currently part of the budget? Are there projects that should be removed from the budget?



2018 DRAFT BUDGET OVERVIEW

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**Key Questions-continued**

5. What is Council's comfort level with increased utilization of reserves / reserve funds to further finance capital requests to minimize in-year levy impact?



2018 DRAFT BUDGET OVERVIEW

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Description of Capital Project	Estimated Total Cost of Project including all Applicable taxes	Carry Forward from 2017 (Estimate)	Residual Capital Ask for 2018	Details / Comments	Staff Ranking	Provincial Grants	Federal Grants	Reserve	Reserve Funds	Donations	User Fees	Debt	Other	Tax Levy	Unfunded	If Reserve - reserve Name
Bridge - Engineering Only	4,000		4,000		1						4,000					
Reconstruction (Engineering)	15,000		15,000		2						15,000					
Reconstruction (Engineering)	10,000	10,000			3											
<b>Water/Sewer/Roads Projects</b>																
Eight between King and Wellington & between Queen	370,000		370,000	Roads (project 391 - Carry FWD)	1	40,105					329,895					
(Between George & Eliza)	180,000		180,000		2						180,000					
(Wellington & King)	191,000		191,000		3						191,000					
and Princess)	160,000		160,000		4						160,000					
Egmont and West-side	292,000		292,000		5						292,000					
White's Bridge) and York St.																
<b>Consideration</b>																
	1,222,000	10,000	1,212,000													
MF - Kinsmen Ball Diamond	76,899	31,600	45,299	Carry Forward	1		39,999		5,300						0	Rec. Facility Reserve
Mount Forest Ice Plant Upgrades	25,500		25,500		1				25,500							Funds Or Indoor Rec.
Mount Forest Message Board	15,500		15,500		2				15,500							Rec. Facility Reserve
Mount Forest Splash Pad	185,000		185,000	Contribution number	3					TBD					185,000	Funds Or Indoor Rec.
Mount Forest Pool	2,000,000		2,000,000	Need CJS and direction on funding	4										2,000,000	Funds Or Indoor Rec.
Mount Forest parking Lot Paving	35,000		35,000		5				35,000							Rec. Facility Reserve
Arthur Storage Building	32,000		32,000		1				32,000							Rec. Facility Reserve
Arthur Pool Fencing	8,000		8,000		2				8,000							Funds Or Indoor Rec.
Arthur Rec. Truck Replacement	35,000		35,000	existing was transferred from old facility)	3			35,000								Recreation - Capital Equipment
Arthur Pool Heater	15,000		15,000		4			15,000								Recreation - Capital Equipment
Arthur Practice Ball Diamond	25,000		25,000		5				25,000							WN - Outdoor Rec

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes	Carry Forward from 2017 (Estimate)	Residual Capital Ask for 2018	Details / Comments	Staff Ranking	Provincial Grants	Federal Grants	Reserve	Reserve Funds	Donations	User Fees	Debt	Other	Tax Levy	Unfunded	If Reserve - reserve Name
Arthur Arena Floor Replacement	350,000		350,000	2018 for 2019 / 2020 initiative?	6									350,000		
<b>2018 Summary</b>	<b>2,802,899</b> <b>18,713,499</b>	<b>31,600</b> <b>1,104,696</b>	<b>2,771,299</b> <b>17,608,803</b>			<b>3,398,945</b>	<b>485,468</b>	<b>298,900</b>	<b>1,692,800</b>	<b>7,000</b>	<b>2,703,290</b>	<b>-</b>	<b>635,000</b>	<b>6,202,400</b>	<b>2,185,000</b>	



Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes	Carry Forward from 2017 (Estimate)	Residual Capital Ask for 2018	Details / Comments	Staff Ranking	Provincial Grants	Federal Grants	Reserve	Reserve Funds	Donations	User Fees	Debt	Other	Tax Levy	Unfunded	If Reserve - reserve Name
<b>WELLINGTON</b>	297,600	-	297,600													
Truck (Donation of	567,000	567,000	-		1											
<b>FLEET</b>		<b>567,000</b>														
Work, Roadside	300,000	260,000	40,000		1			40,000								Roads Capital
Road Grader	450,000		450,000		2				15,000					435,000		
(Replacement for Unit # 13 2003	220,000		220,000		3				15,000					205,000		
New Utility Trailer	7,500		7,500		4				1,000					6,500		
Tractor and Blower	130,000		130,000		5									130,000		
	<b>1,107,500</b>	<b>260,000</b>	<b>847,500</b>													
<b>BRIDGES/CULVER</b>																
Sideroad 3 E. (Between Hwy 6 and Concession 6 S	188,000		188,000	Gas tax	1				188,000							
(Between Sideroad 13 and Sideroad 15)	255,000		255,000	Gas tax	1				255,000							
Sideroad 8 E (Between Conc. 2,	59,000		59,000	Gas tax	1				59,000							
	140,000		140,000	Gas tax	2				140,000							
	<b>642,000</b>	<b>0</b>	<b>642,000</b>													
<b>00-30 - ROADS</b>																
<b>Engineering Only</b>																
to Whites Bridge (Engineering Only)	72,500		72,500	Gas Tax	1				72,500							
(Engineering Only)	50,000		50,000	Gas Tax	2				50,000							
Reconstruction	30,000		30,000	Gas Tax	3				30,000							
Reconstruction	10,000		10,000	Gas Tax	4				10,000							
<b>s Projects</b>																
Mount Forest Eight (Mount Forest and Leonard St	625,000		625,000	\$1,294,790 (Formula Based OCIF for 2018 is only 705,210) -	1	625,000										
	420,000		420,000		2									420,000		

Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes	Carry Forward from 2017 (Estimate)	Residual Capital Ask for 2018	Details / Comments	Staff Ranking	Provincial Grants	Federal Grants	Reserve	Reserve Funds	Donations	User Fees	Debt	Other	Tax Levy	Unfunded	If Reserve - reserve Name
<b>Contingent upon</b>																
Street - Hwy 6 Connecting Link	1,400,000		1,400,000	Application Submitted		1,260,000								140,000		
Connecting Link (Queen St - Sligo)	1,290,000		1,290,000	Application Submitted		1,161,000								129,000		
<b>Resurfacing - Rural</b>																
(East of county Rd Concession 9 South (6.5 KM of existing (East of county Rd 16) (5.5 KM of	140,000		140,000		1									140,000		
	350,000		350,000		2									350,000		
	385,000		385,000		3									385,000		
<b>Urban</b>																
Cres (Lynwood) Drive (West-side to (Clark to Conestoga) Forest Municipal Lot (Paved Parking Municipal Lot Municipal Lot (Paved right of Way	50,000		50,000		1									50,000		
	60,000		60,000		2									60,000		
	40,000		40,000		3									40,000		
	30,000		30,000		4									30,000		
	50,000		50,000		5									50,000		
	70,000		70,000		6									70,000		
	10,000		10,000		7									10,000		
LED Street Lighting Plan	22,200	22,200	-		1									20,000		
Sidewalk Installation	25,000	-	25,000		1									25,000		
<b>SEWERS</b>	<b>5,149,700</b>	<b>22,200</b>	<b>5,127,500</b>													
<b>Engineering Only</b>																
(to Whites Bridge) - Engineering Only	23,500		23,500		1						23,500					
Reconstruction	15,000		15,000		2						15,000					
Reconstruction	30,000	30,000	-		3											
<b>s Projects</b>																
(Mount Forest Bypass Between King and	480,000		480,000	Roads (project 391 - Carry FWD)	1	40,105					439,895					



Description of Capital Project	Estimated Total Cost of Project Including all Applicable taxes	Carry Forward from 2017 (Estimate)	Residual Capital Ask for 2018	Details / Comments	Staff Ranking	Provincial Grants	Federal Grants	Reserve	Reserve Funds	Donations	User Fees	Debt	Other	Tax Levy	Unfunded	If Reserve - reserve Name
Leonard St (Between Wellington Waterloo and	330,000 249,000 50,000		330,000 249,000 50,000		2 3 4						330,000 249,000 50,000					
<b>Sewer Items for</b> recommended recommended Detailed design of upgrade/GRCA	124,000 65,000 803,000	134,796	124,000 65,000 668,204			222,735	445,469				124,000 65,000					
<b>WATERWORKS</b>	<b>2,169,500</b>	<b>164,796</b>	<b>2,004,704</b>													
<b>Engineering Only</b>																
to Whites Bridge) - Engineering Only	4,000		4,000		1						4,000					
Reconstruction	15,000		15,000		2						15,000					
Reconstruction	10,000	10,000			3											
<b>s Projects</b>																
Maun's Forest Eight Between King and	370,000		370,000	Roads (project 381 - Carry FWD)	1	40,105					329,895					
Leonard St	180,000		180,000		2						180,000					
(Between Wellington Waterloo and	191,000 160,000		191,000 160,000		3 4						191,000 160,000					
<b>for Consideration</b>																
<b>RECREATION</b>	<b>930,000</b>	<b>10,000</b>	<b>920,000</b>													
Diamond	76,899	31,600	45,299	Carry Forward	1		39,999		5,300							0 Outdoor Rec.
Plant Upgrades	25,500		25,500		1				25,500							- Rec. Facility
Message Board	15,500		15,500		2				15,500							- Rec. Facility
Pad	185,000		185,000	Awaiting Contribution	3				TBD							185,000 Rec. Facility
Building	32,000		32,000		1				32,000							TBD
Arthur Pool Fencing	8,000		8,000		2				8,000							Rec. Facility
Arthur Rec. Truck Replacement	35,000		35,000		3			35,000								Rec. Facility Recreation Capital



**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 024-18**

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH AT ITS REGULAR MEETING HELD ON MARCH 5, 2018.**

**WHEREAS** Section 5 of the Municipal Act, S.O. 2001 c.25 (hereinafter called "the Act") provides that the powers of a Municipal Corporation shall be exercised by its Council;

**AND WHEREAS** Section 5(3) of the Act states, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law, unless the municipality is specifically authorized to do otherwise;

**NOW THEREFORE** the Council of The Corporation of the Township of Wellington North hereby **ENACTS AS FOLLOWS:**

1. The action of the Council of the Corporation of the Township of Wellington North taken at its meeting held on March 5, 2018 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of the Township of Wellington North at its meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-law.
2. That the Mayor and the proper officials of the Corporation of the Township of Wellington North are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Township of Wellington North referred to in the proceeding section hereof.
3. The Mayor and the Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of the Township of Wellington North.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 5TH DAY OF MARCH 2018.**

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**ANDREW LENNOX,  
MAYOR**

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**KARREN WALLACE,  
CLERK**