



Municipality of West Elgin

Addendum to Agenda

Council Meeting

May 23, 2019 – 9:30 a.m.

Council Chambers, West Elgin Municipal Building

Documents are available in alternate formats upon request. If you require an accessible format or communication support, please contact the Clerk's Department at 519-785-0560 or by email at gscharback@westelgin.net to discuss how we best can meet your needs.

5.2. Darlene and Tom Towers – Dump days

Recommendation: That West Elgin Council hereby receives the delegation from Darlene and Tom Towers re: Dump days.

9.6.4. J. Slater, Recreation Superintendent – Rodney Grandstand

Recommendation: That West Elgin Council hereby receives the report from Jeff Slater, Recreation Superintendent re: Rodney Grandstand; and

That West Elgin Council directs staff to proceed with Request for Proposal for the demolition of the Grandstand located in Rodney Park and associated repairs required as a result of the demolition of the Grandstand, pending adoption of the 2019 Budget.

9.7.1. Magda Badura, Treasurer – 2019 Budget Update

Recommendation: That West Elgin Council receives the report from Magda Badura, Treasurer re: "2019 Operating & Capital Budget Updates"; and

That West Elgin Council directs staff _____.

16.9. 2019-51 – Agreement with Optimist Club of West Lorne

Recommendation: That By-Law 2019-51 being a By-law to authorize the execution of an agreement between the Optimist Club of West Lorne Inc. 45-257 and the Corporation of the Municipality of West Elgin, be read a first, second and third and final time.



Staff Report

Report To: West Elgin Council
From: Jeff Slater Recreation Superintendent
Date: May 23 2019
Report: 22-2019
Subject: Rodney Grandstand

Recommendation:

That West Elgin Council receives the report from Recreation Superintendent and direct staff to proceed with a Request for Proposal for demolition of the Grandstand located within Rodney Park, and associated electrical repairs required as a result of the demolition of the Grandstand, pending adoption of 2019 Budget.

Purpose:

The purpose of this report is to finalize direction for staff regarding the Grandstand in Rodney Park.

Background and Analysis:

The Public Information session was held at the Rodney Recreation Center May 8 2019, all of the Engineers reports have been reviewed and now staff need direction as to how to proceed. The Recreation Superintendent has received one written estimate regarding the demolition of the Grandstand in the amount of \$ 7500.00 with conditions regarding dump site, hazardous materials, and permit charges. There was some discussion regarding the lower estimate for the grandstand as opposed to the horse barns. I believe that this is accredited to the viability of re-selling or repurposing some of the larger wood beams and steel beams within the grand stand itself. I have not received written confirmation regarding the electrical modifications as of this date.

The Purchasing Policy and Procedure Section 3.02 Limitations, states that projects that are higher in value of \$20,000.00 requires a Request for Proposal or Tender document be prepared.

This project the demolition, \$ 7500.00, and electrical modifications, \$ 17,500.00, for a total budgeted amount of \$ 25,000.00 should require that a Request for Proposal be prepared.

Financial Implications:

The items mention in this report are a 2019 Budget items.

Policies/Legislation:

Related Documents

:

Respectfully submitted,

Approved by,

Jeff Slater Recreation Superintendent

Genevieve Scharback, CAO/Clerk



Staff Report

Report To: West Elgin Council
From: Magda Badura, Treasurer
Date: May 23 2019
Report: 09-2019
Subject: 2019 Budget Updates

Recommendation:

That West Elgin Council receives the report “2019 Operating & Capital Budget Updates”; and
That West Elgin Council directs staff _____.

Background:

At the May 9th Council Meeting the following budget revisions were made:

Capital Budget

Buildings

- i. Added Demolition of the storage shed and Fence at Graham Rd pumping station – \$7,000.00
- ii. Added Old Town Hall Building - \$20,000.00

Fire:

- i. Added Extractor – washing machine - \$7,000.00
- ii. Removed Bunker Gear replacement \$10,000.00 and Communication Equipment \$5,000.00 – both items are part of the operating fire department budget and are listed under Equipment Maintenance.

Parks & Recs:

- i. Grandstand demolition & electrical - \$25,000.00 – revised from \$20,000.00

Operating Budget

- i. West Lorne Fire – decreased Equipment Purchase account by \$8,000.00 as RIT bags have been removed from the Operating Budget notes.
- ii. Transfer to Reserves – Tax Rate Stabilization – added \$80,600.00 – to bring Residential Tax Rate to 2.5%

Ontario Invests – Improve Service Delivery & Efficiency

On March 20th, the Minister of Municipal Affairs and Housing announced funding to support small and rural municipalities' efforts to become more efficient and reduce expenditure growth in the long term; Municipality of West Elgin received \$553,560.00. This unconditional investment is intended to help modernize service delivery and reduce costs through investments in projects such as: service delivery reviews, development of share services agreements, and capital investments. In the future, the Ministry will be interested to hear our success story on how we disbursed the funds received.

So far, we have disbursed \$220,000.00 the remaining balance of \$333,560.00 was transferred to Reserves as per Council direction.

Ontario Invests - Improve Service Delivery & Efficiency	\$ 553,560.00
Less: Strategic Planning	(20,000.00)
Less: Website Development	(30,000.00)
Less: E-Agenda Software	(15,000.00)
Less: Asset Management Software	(60,000.00)
Less: Asset Management Consulting Services and Training	(95,000.00)
Balance Transferred to Reserves	\$ 333,560.00

Please note the following issues have been discussed at the Committee of the Whole Budget meeting; however, it is imperative that Council is fully aware of these issues prior to the adoption of the 2019 Budget and as such they are listed below for Council's information.

West Lorne Sewer - as per Council direction shortfall of cash will be replaced with long-term debt financing of approximately \$124,000 at 4.5% annual interest.

Rodney Sewage – OCIF funding in the amount of \$225,658.00 will be set aside for the future refurbishment of the sewage plant, balance in the reserve account at the end of 2019 will be approximately \$230,113.00.

Based on the above revisions the 2019 Municipal Budget is at 7.61% Levy increase, Residential Rate increase of 2.5% and Farm Rate decrease of 5.7%.

Financial Impact:

2019 Budget

Legal Impact:

Staffing Impact:

There are no staffing implications for the Corporation resulting from the proposed recommendation.

Respectfully submitted by,

Approved by,

Magda Badura, Treasurer

Genevieve Scharback, CAO/Clerk



MUNICIPALITY OF **West Elgin**

The Corporation of the Municipality of West Elgin

By-Law No. 2019-51

A By-law to Authorize the Execution of an Agreement between the Optimist Club of West Lorne Inc. 45-257 and The Corporation of the Municipality of West Elgin

Whereas Section 9 of the *Municipal Act, 2001, S.O. 2001, c.25*, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority; and

Whereas it is deemed expedient that The Corporation of the Municipality of West Elgin enters into an Agreement with the Optimist Club of West Lorne Inc. 45-257 a for the use of municipal property; and

Now Therefore the Council of the Corporation of the Municipality of West Elgin enacts as follows:

1. That the Corporation of the Municipality of West Elgin hereby authorizes the agreement with the Optimist Club of West Lorne, identified as Schedule "A" attached hereto and forming an integral part of this By-law.
2. That the Mayor and Clerk are hereby authorized and directed to execute such agreement and any related documents and affix the Seal of the Corporation of the Municipality of West Elgin thereto.
3. This by-law shall come into force and effect on May 23, 2019.

Read a first, second, and third time and passed this 23rd day of May, 2019.

Duncan McPhail
Mayor

Genevieve Scharback
CAO/Clerk

Land Use Agreement with the Optimist Club of West Lorne Inc. 45-257

This Agreement made this day of , 2019

Between:

The Corporation of the Municipality of West Elgin

Hereinafter called the "Municipality" of the first part

And

Optimist Club of West Lorne Inc. 45-257

Hereinafter called "Tenant" of the second part

Whereas the Municipality is the registered and beneficial owner of the lands and premises being more particularly described as

"Concession 9 South Part Lot 19 – Plan 199, Part Lot 106 – Miller Park in West Lorne, commonly known as 171 Graham Street"

which premises are hereinafter referred to as the property of the Municipality; and

Whereas the Tenant is desirous of the right to use the lands of the Municipality to install a playground structure for use by the general public; and

Now Therefore the parties agree as follows:

1. The five (5) year term of this agreement is from May 23, 2019 to May 22, 2024. The parties may choose to renew this agreement, by mutual consent for another five (5) years provided the Optimist Club of West Lorne Inc. indicates its interest to do so to the Municipality of West Elgin in writing by December 1, 2023.
2. Upon completion of the installation on the property, the playground equipment shall be owned the Municipality.
3. The Municipality shall inspect the equipment on a regular basis to CSA Playground Safety Standards and perform any repairs necessary for the safe use of the equipment.
4. The Municipality shall be responsible for providing liability insurance coverage.

