



MINUTES
Special Meeting of Council

November 21, 2023
9:00 am
Municipal Operations Centre

Council Present: Councillor Aylward
Councillor Craigmile
Councillor Edney
Councillor Lucas
Councillor Luna
Deputy Mayor Pridham

Council Regrets: Mayor Strathdee

Staff Present: **In-Person**
Jenna McCartney, Clerk
Grant Brouwer, Director of Building and Development
André Morin, Director of Corporate Services / Treasurer
Jed Kelly, Director of Public Works
Dave Blake, Environmental Services Manager
Denise Feeney, Finance Manager / Deputy Treasurer
Jeff Wolfe, Infrastructure Services Manager

Conference Line

Brent Kittmer, Chief Administrative Officer
Richard Anderson, Director of Emergency Services
Stephanie Ische, Director of Community Services
Doug LaPointe, Recreation Operations Manager

1. CALL TO ORDER

Deputy Mayor Pridham called the meeting to order at 9:00 am.

2. DECLARATION OF PECUNIARY INTEREST

None.

3. AMENDMENTS AND APPROVAL OF AGENDA

Resolution 2023-11-21-01

Moved By Councillor Aylward
Seconded By Councillor Craigmile

THAT the November 21, 2023 special meeting of Council agenda be accepted as presented.

CARRIED

4. SPECIAL MATTERS OF COUNCIL

4.1 2024 Budget Introduction

4.1.1 Chief Administrative Officer Comments

Brent Kittmer presented opening comments about the 2024 draft municipal budget.

4.1.2 Director of Corporate Services / Treasurer Comments

André Morin presented a summary of the 2024 draft municipal budget.

4.2 Review Draft Capital Budget

4.2.1 COR 57-2023 Capital Plan Overview

Resolution 2023-11-21-02

Moved By Councillor Luna
Seconded By Councillor Lucas

THAT COR 57-2023 Capital Plan Overview report be received.

CARRIED

Council took a brief break at 9:56 am.

Deputy Mayor Pridham called the meeting back to order at 10:06 am.

4.2.3 2024 Capital Projects Review

4.2.3.1 DCS 53-2023 Aquatics Centre Natatorium Report

Doug LaPointe presented DCS 53-2023 report. Matt White of DEI Consulting Engineers and Brittany Aho of Aquatic Designs attended to provide additional information as required.

Resolution 2023-11-21-03

Moved By Councillor Aylward
Seconded By Councillor Edney

THAT DCS 53-2023 Aquatics Centre Natatorium report be received; and

THAT Capital project #40 Aquatics Centre Renovation be approved to be included in the 2024 capital budget with a net total budget cost of \$1,675,000.

CARRIED

4.2.2 COR 58-2023 Rate-funded Capital Financing

Resolution 2023-11-21-04

Moved By Councillor Aylward
Seconded By Councillor Lucas

THAT COR 58-2023 Rate-funded Capital Financing report be received; and

THAT Council consider a one-time transfer of \$600,000 from the General Capital reserve to the Landfill reserve; and

THAT Council consider approving the following short term promissory notes for the construction financing of the Wastewater Treatment Plan upgrades; to be funded by the wastewater reserve and development charges:

1. Promissory Note – up to \$2,600,000 from PUC Fund, Interest rate 5% per annum, accrued at time of draw, interest paid quarterly, to be converted to term loan in 2024 (details to be confirmed at time of conversion)
2. Promissory Note – up to \$2,000,000 from the Water reserve, Interest rate 5% per annum, accrued at time of draw, interest paid quarterly, to be partly converted to term loan in 2024 (details to be confirmed at time of conversion)
3. Promissory Note – up to \$4,400,000 from general reserves, Interest rate 5% per annum, accrued at time of draw, interest paid quarterly.

THAT Council direct the Director of Corporate Services/Treasurer to report back in the 3rd quarter of 2024 to confirm and receive final

Council approval to secure long-term debt as described within COR 58-2023 report.

CARRIED

4.2.3 2024 Capital Projects Review

4.2.3.2 Review of List of 2024 Capital Projects

Council completed a review of the 2024 capital projects, items #1-62.

5. PUBLIC INPUT

None.

6. UPCOMING MEETINGS

December 5, 2023 - 9:00 am, Special Meeting of Council (budget), Municipal Operations Centre Boardroom

7. BY-LAWS

Resolution 2023-11-21-05

Moved By Councillor Luna

Seconded By Councillor Craigmile

THAT By-Law 120-2023, being a by-law to confirm the proceedings of the November 21, 2023 special meeting of Council, be read a first, second and third time; and be finally passed by Council, and signed and sealed by the Mayor and the Clerk.

CARRIED

8. ADJOURNMENT

Resolution 2023-11-21-06

Moved By Councillor Lucas

Seconded By Councillor Aylward

THAT this special meeting of Council be adjourned at 12:21 pm.

CARRIED

Al Strathdee, Mayor

Jenna McCartney, Clerk