

**MINUTES**  
Budget Meeting  
June 19, 2013  
7:00 p.m.

Present: Absent:

Reeve: Rodney Wood  
Councillors: Pat Garside  
Dianne Holt  
Robert Jerrard  
Dave Leask

Road Superintendent: Lyn Garside  
Clerk Treasurer: Valerie Obarymskyj

There were no disclosures of pecuniary interest.

Moved by Robert Jerrard 2013-62

Seconded by Dave Leask

Resolved that we do accept the Agenda as presented. \*Carried\*

Council reviewed the Clerk's report summarizing various factors with the proposed budget that resulted in a \$15,000 increase over the 2012 municipal levy. This increase is partially the result of additional administration assistance during the early part of 2013 when the Clerk was focused on grant applications and asset management plan research along with the annual audit/year-end/property tax billing responsibilities. Council acknowledged there will be times when such assistance is necessary and that the Township is fortunate to have an individual trained and available to help during those periods. An increase to wages within the Roads Department was also included in anticipation of the proposed changes to the municipality's Pay Equity Plan. Other increases included \$4,000 to Social Services and an additional \$10,000 in road construction. This year's budget did not include any donations of a significant amount.

The overall assessment for 2013 increased roughly 3%, considerably lower than last year's 8%. As a result of the increased levy and the relatively low assessment change, the proposed tax rate will be only slightly lower than 2012. The Clerk advised that OPTA (Ontario Property Tax Analysis) provided a breakdown that addressed both single family dwellings and seasonal recreational dwellings. The average single family dwelling decreased in assessment by 4.24% from \$118,000 in 2012 to \$113,000 in 2013 which will mean an annual decrease in taxes of \$53. The average seasonal recreational dwelling increased in assessment by 3.96% from \$101,000 in 2012 to \$105,000 in 2013 which will mean an increase in taxes of \$30. The Clerk provided a listing of 2012 tax rates for all Algoma municipalities and noted that Hilton Township's tax rate was the lowest of the 22 municipalities and that the proposed rate for 2013 is slightly lower than the 2012 rate.

The Clerk advised Council that the 2013 levy for the landfill had yet to be received from the Village of Hilton Beach and the annual cost of the recycling bins given the increased material now being collected had not been determined. The Clerk recommended postponing adoption of the budget until these two figures were available.

Council reviewed two reports from the Clerk regarding proposed changes to the municipality's Pay Equity (PE) Plan. The Township recently adopted new job descriptions for three part-time positions and new wage scales were suggested for each position based on a revised weighting system included in the PE Plan. Councillors Leask and Holt had met with the Clerk to study the weighted values of various factors within each job description. It was proposed that the weights noted in the original Plan be revised to reflect an increased value for conditions within both the Working Conditions and Physical Demands factors as the original Plan appeared to be biased in a female gender manner. The Road Superintendent's points and job description were also part of the group's review. It was recommended to Council that the points for the position of Road Superintendent should equal points for the position of Clerk which would close the current gap of a 10% difference between the two positions. It was also recommended that the Road Superintendent's job description be amended to better reflect the work performed and skills required for doing the job effectively.

Moved by Dianne Holt 2013-63

Seconded by Dave Leask

Resolved that we do recommend the new wage scale grids, as presented, for the positions of Deputy Clerk, Labourer, Equipment Operator and Custodian, and the amended wage scale grid for the Road Superintendent, be included as an amendment to the current Pay Equity Plan and that such changes be posted the beginning of July 2013 for the required 90 day period. \*Carried\*

Moved by Pat Garside 2013-64

Seconded by Robert Jerrard

Resolved that we do adopt the amended job description for the position of Road Superintendent dated June 19, 2013. \*Carried\*

The Clerk provided an updated projection of Reserves and Reserve Fund balances if the draft budget was adopted as presented. A total of \$31,000 would be transferred from Reserves to cover additional Road Department activities and transfers of \$32,000 would be transferred to Reserve Funds to ensure adequate savings are on hand for future equipment replacement needs.

Moved by Dave Leask

2013-65

Seconded by Dianne Holt

Resolved that we do pass By-Law No. 1070-13 being a by-law to confirm the proceedings of this meeting.

\*Carried\*

Moved by Robert Jerrard

2013-66

Seconded by Dave Leask

Resolved that we do adjourn at 10:27 p.m., Council to meet again at the Hilton Township Municipal Office at 7:00 p.m. on Wednesday, July 3, 2013 or at the call of the Reeve. \*Carried\*

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Reeve, Rodney Wood

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Valerie Obarymskyj, Clerk Treasurer