



The Corporation of the Township of Lucan Biddulph

Finance Committee

MINUTES

November 13, 2024, 8:30 a.m.

Lucan Biddulph Township Office
270 Main Street P.O. Box 190 Lucan, ON

Present: Cathy Burghardt-Jesson
Councillor Daniel Regan
Councillor Jaden Hodgins

Also Present: Kathryn Langendyk
Ron Reymer
Jeff Little
Darcey Cook
Tracy Loyens
Lisa DeBoer

1. **CALL TO ORDER**

Mayor C. Burghardt-Jesson called the meeting to order at 8:36 am.

2. **DISCLOSURE OF PECUNIARY INTEREST & NATURE THEREOF**

None

3. **ADOPTION OF MINUTES**

Resolution No. 03-2024

Moved by Daniel Regan

Seconded by Cathy Burghardt-Jesson

THAT the Finance Committee meeting minutes of January 25, 2024, January 29, 2024 and February 5, 2024 be approved as circulated.

CARRIED

4. **BUDGET REPORTS**

4.1 **FIN-13-2024 Operating Draft Budget 2025**

K. Langendyk advised the following Draft 2025 Budget was prepared with an 8.4% increase to the municipal tax rate and the purpose of today's meeting is to review the proposed 2025 General budget along with Parks and Recreation.

The following comments were made:

General Budget review

- Councillor J. Hodgins would like staff to prepare a comparison of other Municipalities in regards to Planning & Zoning Fees to determine if we are charging too much or too little
- Garbage bin fees were last adjusted in 2023. An increase in fees is recommended to cover the pick-up & disposal fees, approx. 6% increase is required. Recycling fees are no longer collected through our residential tax payers but Industrial/Commercial properties will still incur a charge. Council will have to direct staff on how to charge for these Industrial/Commercial recycling bins.
- Mayor C. Burghardt-Jesson mentioned that we are the only Township in our area that funds and administrates a Santa Claus Parade and Canada Day celebrations. These were at one time done through our service organizations but due to availability of members etc, they have pulled their support. L. Deboer mentioned the Township will no longer have the outside support and donation for the Canada Day inflatables, Council will need to decide on whether or not they would like to continue to provide the Canada Day Inflatables. This event requires approximately 20 volunteers and they are difficult to find.
- Cost of Living Adjustment (COLA) has been budgeted at 2%
- The agreement with Quadro for rent on the Water Tower is up for renewal. R. Reymer mentioned that there will be a reduction in revenue (to water) as the Quadro equipment on the tower is mostly obsolete as Fiber Internet is now widely used.
- The next phase of the asset management plan is required in order to meet legislated deadlines in 2025. Councillor J. Hodgins asked for clarity on the Asset Management line item as the expense is very large. Little explained that there are four updates required for 2025 and there is little room for a

savings. This is a one-time fee so it is suggested for this to be funded by the Tax Stabilization reserve.

- Councilor D. Regan asked for clarity on the Postage line item and whether staff is seeing an increase in residents signing up for email billing delivery. K. Langendyk mentioned that we do see an increase in requests and she and her staff will continue to mention the option to our residents.
- J. Little updated the committee on the parking issues we were having within our Township, he suggests that we look at a more targeted random ticketing model in addition to the service already provided. A few residents from the Elm Street park area have expressed by-law concerns, it may be an avenue of discussion to use a portion of this line item to address these concerns.
- The flowers/lights line item will see a slight decrease as staff is reducing the number of planters and concentrating on the core as this was the original focus. Staff agrees that this is a great item for our Township but the cost of maintenance is very high, each pot is fertilized every day, even if it rains. J. Little mentioned that a neighboring Township has recently purchased self-watering or reservoir planters, he will keep Council updated if this is feasible for Lucan Biddulph.

Parks & Recreation Budget review

K. Langendyk reviewed the draft Parks & Recreation budget with the following comments:

- The concession rental contract has been increased slightly and D. Cook mentioned that several user groups have requested that they extend their open hours, we will work with them to facilitate this request.
- Staff mentioned that since the opening of the newly renovated pool, the revenue and attendance has increased. All users are very happy with the new changes
- Mayor C. Burghardt -Jesson inquired whether or not Parks & Recreation could open the pool earlier in June as she has had several requests from residents and users. D. Cook does not see an issue with this and will inquire with staff and come back to Council with a plan.
- The Seniors programs and Summer Camps have increased in attendance and are continuing to grow. With the added service for parents to have their children enrolled in summer camps be able to access swimming lessons has been widely successful and Committee members and staff

thanked Abby Vandermuren, program coordinator, for all the hard work that goes into making these programs so successful.

- D. Cook mentioned that the relationship with the Gym is moving along nicely and will continue on for 2025 using a rental payment arrangement vs profit sharing.

The Finance Committee asked staff to go over their Budget and see if there are any areas for savings, while still providing the same level of service.

THAT report no. FIN-13-2024 be received for information.

5. **ADJOURNMENT**

Resolution No. 04-2024

Moved by Daniel Regan

Seconded by Cathy Burghardt-Jesson

THAT the meeting be adjourned at 2:57 pm;

AND THAT the Committee reconvene on Wednesday, November 14th, 2024 @ 1:00 p.m.

CARRIED