

A G E N D A
COUNCIL MEETING
TOWNSHIP OF WELLESLEY
ADMINISTRATION & FINANCE COMMITTEE
FEBRUARY 21, 2012 – 6:45 PM
COUNCIL CHAMBERS – CROSSHILL

Pages

1	Admin./Finance 18/12 – 2011 Annual Report – For information
2-4	Admin./Finance 19/12 – Financial Support Request from the Ontario 9-1-1 Advisory Board – Motion required
5-8	Admin./Finance 20/12 – Thank you and Request for Financial Support from the Wellesley -North Easthope Agricultural Society – Motion required
9-	Admin./Finance 21/12 – 2012 Budget Approval – Motion required

Admin./Finance Memo

Date: February 14, 2012

Prepared for: Council of the Township of Wellesley

Prepared by: Susan Duke, Executive Director Corporate/Clerk

RE: 2011 Annual Report – For information

Background / History:

Staff are presenting a draft annual report for 2011 as it is felt it will be beneficial to provide this glimpse of 2011 in the format. All Executive Directors and Department Heads participated in the preparation of the data with the assistance of the Deputy Clerk, Grace Kosch, the information has been assembled in this brochure format.

The enclosed annual report reflects both the Corporate and Operational divisions of the Township, focusing on the newly aligned activities for each.

Highlights include:

- Financial information on the division of taxes
- Achievements of 2011 Corporate and Operations
- Statistical data on various permits & licenses

This annual report can be used by Council as a tool to educate the public on the nature and scope of accomplishments throughout 2011. It is staffs intention to post the report to the Township website upon Council approval. Other opportunities exist for the distribution of this information such as:

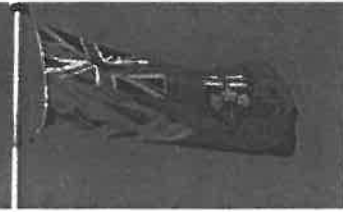
- the inclusion of any upcoming general mailings
- posting in public locations such as Township Facilities, banks and/or post offices
- handouts at the front counter
- or bulk mailing to all properties at a cost of approximately \$550.00

Councils' comments and further directions are requested.

Attach: 2011 Annual Report

FINANCE:
Township
File No: 18/12

Ontario 9-1-1 Advisory Board



February 7, 2012

TO: ALL MUNICIPAL COUNCILS

FROM: 9-1-1 ONTARIO ADVISORY BOARD

ISSUE: 9-1-1 ADVISORY BOARD SEEKS YOUR ASSISTANCE

a) What is Needed and Why:

The 9-1-1 Ontario Advisory Board (OAB) is seeking financial assistance from each municipal government in order to continue as the technical and information authority respecting the implementation and operation of 9-1-1 Emergency Number systems in Ontario.

In August 2007, an appeal for financial assistance was made to Ontario municipalities resulting in receipts of \$26,000.00 and we are very grateful for that support. Those dollars have assisted the 9-1-1 Ontario Advisory Board greatly in continuing its efforts at maintaining and improving 9-1-1 capabilities across the Province

We need operating support and therefore are making this request for assistance in the form of a small donation from each municipality. *If each of Ontario's 445 municipalities provided \$100, this would create the funds for the Board to continue its work and represent the interests of municipal governments and their citizens on 9-1-1 issues.*

Technology advancements and the expansion of the telecommunications market have increased the work of the 9-1-1 Advisory Board. We make submissions to hearings of the Canadian Radio-Television and Telecommunications Commission (CRTC) and provide input on implementation issues related to wireless 9-1-1 service and Voice over Internet Protocol (VoIP) 9-1-1 service. The costs to attend these cross Canada meetings alone are significant. We also maintain the OAB 9-1-1 website, <http://oab911.ca>, develop public awareness, liaise with all levels of government (municipal, provincial and federal) and with the Canadian Wireless Telecommunications Association. Much work remains to be done and we require funds to support these ongoing activities.

FINANCE:	
Township	
File #	19/12

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b) Activities of the OAB during 2009/2011:

- Wireless 9-1-1 - Telecom Decision 2009-40 ¹ Members of the OAB were actively involved in the discussions and proceedings that led to the Industry mandates in this Decision. As a result of our participation, the CRTC directed all Canadian Wireless Carriers to deploy location technologies that will deliver x/y coordinates on all 9-1-1 calls from cellular phones to your local 9-1-1 Public Safety Answering Point (PSAP). Further, we successfully argued that this work should be completed by the Industry at their own cost, not placing the financial burden on local taxpayers. In 2010 we have continued to actively participate in discussions to ensure Industry compliance, effective deployment practices across Ontario as well as working on ways to further improve the service.
- Voice over Internet Protocol (VoIP) 9-1-1 - Telecom Decision 2010-387 ² Disappointingly, on June 17, 2010, the CRTC issued this Decision that has allowed for the continuation of basic 9-1-1 service for consumers using nomadic internet phone service. Industry won their argument that any technical solutions to make these services safer at this point in time would be too costly. The OAB will continue to monitor the situation as well as search for technical solutions to improve 9-1-1 VoIP Service.
- Text Messaging for Hearing Impaired - Telecom Decision 2010-224 ³ - Improving access to emergency services for people with hearing and speech disabilities. As a member of the CRTC Emergency Services Working Group, we are assisting Industry towards establishing a technical trial in Ontario that will allow members of the Deaf, Hard of Hearing and Speech Impaired (DHHSI) communities to access their local emergency services via Text Messaging.

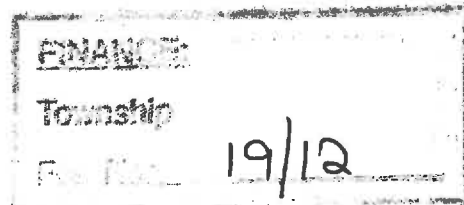
The 9-1-1 Advisory Board is made up of volunteers from a number of non-profit organizations and agencies whose parent organizations allow the volunteers time and cover some expenses. Board members include representatives from:

- National Emergency Number Association (NENA)
- Association of Public Safety Communications Officials, Canada (APCO)
- Ontario Association of Chiefs of Police (OACP)
- Ontario Association of Fire Chiefs (O AFC)
- Ontario Ministry of Health and Long-Term Care (MOHLTC)
- Members of various Municipal Caucuses
- City of Toronto
- Bell Canada (non-voting)
- OPP (non-voting)
- Municipal Affairs and Housing (MMAH) (non-voting)
- Ministry of natural Resources (MNR), (non-voting) and
- Ministry of Community Safety and Correctional Services (MCSCS) (non-voting).

¹ <http://www.crtc.gc.ca/eng/archive/2009/2009-40.htm>

² <http://www.crtc.gc.ca/eng/archive/2010/2010-387.htm>

³ <http://www.crtc.gc.ca/eng/archive/2010/2010-224.htm>



c) Why are funds being requested now?

The optimal operating budget for the OAB is about \$40,000 per year and we do not have those funds. The one-time funding received from the province in 1998 ended. If we are to continue and to undertake the work to make 9-1-1 an effective emergency communication system, your help is required.

d) How is 9-1-1 operated?

- Other provinces operate 9-1-1 systems themselves. In Ontario, local municipal authorities operate the 9-1-1 systems.
- 9-1-1 systems are provided only within municipalities electing to provide the service (now greater than 95%) with subscriber billing for network services and maintenance.
- The cost associated with staffing and equipment is provided by municipalities.
- 9-1-1 systems are designed around a central answering point (Primary Public Safety Answering Point [PPSAP]) which has dedicated lines. Incoming calls for 9-1-1 are conferenced with the associated police, fire and ambulance dispatch centre for a given municipality. Networks are designed, installed and maintained by Bell Canada.

e) A Sample Resolution:

Whereas The Ontario 9-1-1 Advisory Board was formed at the request of Ontario Municipalities; and

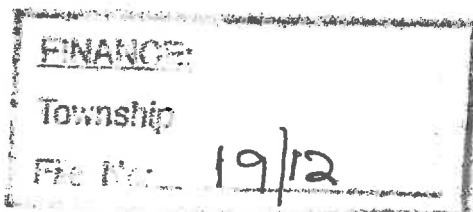
Whereas lack of ongoing Provincial funding for the Ontario 9-1-1 Advisory Board has resulted in the need of financial assistance from other sources in order to continue to represent our ratepayers in the face of ever-increasing technological advancement; and

Whereas technological advancement and deregulation of the local telephone market makes it necessary to represent municipalities and ratepayers at the Canadian Radio Telecommunication Commission (CRTC) and the CRTC Interconnection Steering Committee (CISC) on a regular basis;

Therefore be it resolved that the municipality of _____ contributes \$_____ to the Ontario 9-1-1 Advisory Board in order to allow it to continue to advance a safe delivery of 9-1-1 system for police, fire and ambulance emergency services in our municipalities and throughout the Province.

f) Thank you: Thank you for your consideration of this issue and for more information please visit our website at <http://oab911.ca>

Please make cheques payable to "Ontario 9-1-1 Advisory Board" and send to Tom Voisey, c/o the Peel Regional Police Telecommunications, 7750 Hurontario Street, Brampton, ON L6V 3W6.



*Wellesley-North Easthope
Agricultural Society
C/O Mary Lichty
13 Parkview Drive
Wellesley ON
N0B 2T0*

January 30, 2012

Ross Kelterborn, Mayor
Township of Wellesley
4639 Lobsinger Line
RR#1
St. Clements ON
N0B 2M0

Dear Mr. Kelterborn:

On behalf of the Agricultural Society, I would like to thank you for the \$1550.00 grant we received from the township for the 2011 year. We are requesting a grant in the same amount of \$1550.00 for the year 2012. Enclosed, please find the financial statements for 2011, along with a list of current executive and directors for the 2012 year. Please note that the 159th Wellesley-North Easthope Fall Fair will be held on Sept. 11th (Tuesday evening) and September 12th (Wednesday afternoon). A fireworks display is planned for the evening of September 12th.

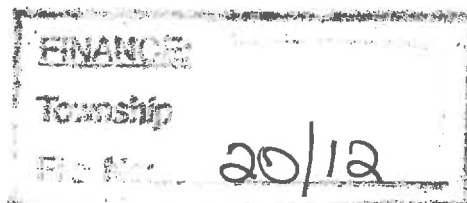
Thanking you in advance for your continued support of our Fair.

Sincerely,

Mary Lichty - Neeb

Mary Lichty-Neeb, Secretary-Treasurer
Wellesley- North Easthope Agricultural Society
519-656-2829

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WELLESLEY-NORTH EASTHOPE AGRICULTURAL SOCIETY

Executive and Directors 2012

Directors

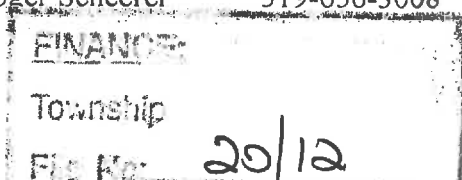
<u>Name</u>	<u>Address (including postal code)</u>
Jim Stueck	R.R.#1 Wellesley N0B 2T0
Jennifer Eidt	3664 Erbs Rd, Baden,N3A 3M2-(634-1075)
Susan Seyler	1335 Queens Bush, Wellesley N0B 2T0
Bill Johnson	27 Dooley Drive Kitchener N2A 1L5
Erwin Hoffmann	282 Glenridge Drive Waterloo N2J 3W4
Murray Schlueter	29 Welwood, Wellesley N0B 2T0
Harald Schneider	24 Water Street, Wellesley N0B 2T0
Mavis Kerr	5341 Wilmot-Easthope.Rd RR#1 Wellesley N0B 2T0
Peter Brennan	RR#2 Wellesley N0B 2T0
Beth Schlueter	29 Welwood, Wellesley, N0B 2T0
Karen Pilecki	128 Brown Street Wellesley N0B 2T0
Ray Seyler	1335 Queens Bush, Wellesley N0B 2T0

Executive

Past President	Jim Stueck	RR#1 Wellesley, N0B 2T0
President	Peter Brennan	RR#2 Wellesley N0B 2T0
1st Vice President	Murray Schlueter	29 Welwood, Wellesley N0B 2T0
2 nd Vice President	Jennifer Eidt	3664 Erbs Rd.,Baden, N3A 3M2
Secretary	Mary Lichty	13 Parkview Drive, Wellesley N0B 2T0
Treasurer	Mary Lichty	13 Parkview Drive, Wellesley N0B 2T0

Appointed Auditors for 2012

Nancy Cook-Brick	519-656-3438	10 Evelyn , Wellesley, Ontario N0B 2T0
Roger Scheerer	519-656-3008	1084 Queens Bush, Wellesley, Ont N0B 2T0



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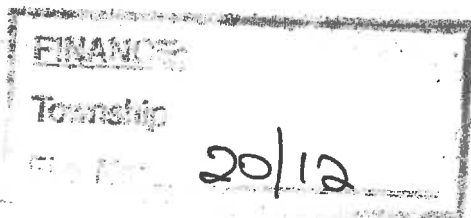
Wellesley North Easthope Agricultural Society
Balance Sheet
December 31, 2011

Assets:	
Bank Balance(Note 1)	<u>\$9,117.78</u>
Total Assets:	<u>\$9,117.78</u>
Liabilities:	<u>Nil</u>
Equity:	<u>\$9,117.78</u>
Total Liabilities and Equity:	<u>\$9,117.78</u>

Wellesley North Easthope Agricultural Society
Bank Reconciliation Statement
For the Year Ending December 31, 2011

Bank Balance, January 1, 2011	\$3,641.73
Plus: Net Income (Loss)	
For the year(Note 1)	<u>\$5,476.05</u>
Bank Balance, December 31, 2011(note 1)	<u>\$9,117.78</u>

** Note 1- O/S cheques as of date of review are approximately \$1,650.00. These expenses are not reflected in the expenses of \$16,794.73 for 2011 nor in the bank balance of \$9,117.78 as of Dec. 31.2011. All cheques cashed up to January 16,2012 are reflected in the 2011 statements.



Wellesley North Easthope Agricultural Society
STATEMENT OF INCOME AND EXPENSES
for the year ending December 31, 2011

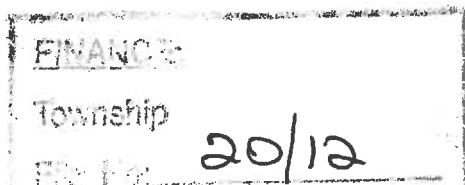
<u>Income</u>	<u>2011</u>	<u>2010</u>
Memberships-Current	\$144.00	\$24.00
Memberships-Next Year	312.00	420.00
Ambassador Showcase	1,565.72	1,117.00
Banquet	471.44	1,125.00
Cake Auction	451.25	310.00
Commercial Exhibits	185.60	101.70
District Convention	1,105.00	0.00
Don Green Memorial	500.00	0.00
Entry Fees	52.15	73.80
Fireworks	2,770.00	3,592.00
GST	466.07	266.60
General Donations	6,393.50	6,162.50
Meals	229.75	208.00
Midway	500.00	500.00
Omaf Grant	2,087.90	2,078.30
OAAS-prize	30.00	0.00
Perth East -Grant	0.00	1,010.67
Silent Auction	580.70	553.00
Tuesday Gates	1,713.25	2,070.00
Wednesday Gates	1,162.45	1,139.00
Wellesley Twp-Grant	<u>1,550.00</u>	<u>1,550.00</u>
Revenue	<u>\$22,270.78</u>	<u>\$22,301.57</u>

Operating Expenses

Fireworks	\$586.75	\$2,740.82
Advertising	1,830.56	1,351.55
Amateur Talent	895.00	1,578.00
Ambassador	552.85	532.93
Banquet Exp	0.00	1,866.80
District conv	1,360.70	40.00
Dues	102.40	100.35
Fair Exp	2,417.21	1,747.86
Insurance	106.92	106.92
Judges	1,211.00	681.00
Office	335.60	241.55
Prize Lists	0.00	2,634.33
Prizes	4,162.19	4,582.70
Prov Conv	846.43	1,448.65
Ribbons & Trophies	731.74	1,453.16
Salary	1,500.00	900.00
Service Charges	<u>155.38</u>	<u>132.08</u>
Total Expenses	<u>\$16,794.73</u>	<u>\$22,138.70</u>

Net Income(Loss) \$ 5,476.05

\$ 162.87



Administration and Finance Memo

To: Council

From: Diane Lorbetski – Director of Finance and Administration

Date: February 21st, 2012

Re: 2012 Budget Approval

The following changes have been made to the Township of Wellesley's 2012 Draft Budget as per the January 24th, 2012 budget meeting pursuant to a motion adopted to establish a 2% increase in the 2012 budget. This draft does not achieve Council's initiatives to increase reserves, our dependency on the Tax Rate Stabilization remains and contributions to reserves are decreased by \$ 79,000.00.

Operating Budget Revenue and Expenditure Changes

Township of Wellesley Revenue

Budget changes reduce taxes collectable (line 1) from \$3,788,650.65 to \$3,637,714.00.

Reduction of \$150,936.65

Township of Wellesley Revenue

Treasury Revenue Increased by \$8,050.00

OMPF Grant Increased by \$18,300.00

Decrease Building Permits by (\$1,500.00)

Increase Roads Revenue by \$1,600.00

Increase St. Clements Soccer Field rental by \$1,200.00

Add a new line (Line 98A) Lions Club repayment of Splash park expenditures \$4,000.00.

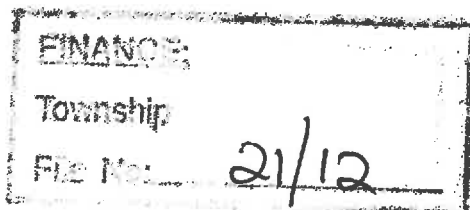
Total Revenue increase \$31,650.00

Corporate Expenditures

Administration/Treasury Expenditures

Decrease (Line 161), Office Supplies by \$500.00

Decrease (Line 162), Health and Safety by \$1,000.00



Decrease (Line 167), General Donations by \$1,000.00
Decrease (Line 179) Miscellaneous by \$2,000.00
Decrease (Line 196) IT Benefits by \$15,336.65 *
Total Administration Reduction \$19,836.65

Building Expenditures

Decrease (Line 207) Building cell phone by \$400.00.
Decrease (Line 216) Building Miscellaneous by \$800.00
Decrease (Line 223) Clothing allowance by \$300.00
Total Reduction \$1,500.00

Total Corporate Expenditure Reductions: \$21,336.65

Operations Expenditures:

Animal Control Expenditures

Decrease (Line 414) Travel by \$200.00
Total Reduction \$200.00

Protection to Persons - Fire

Decrease (Line 300) Advertising by \$500.00
Decrease (Line 303) Provision for Reserve Evacuation by \$4,000.00 *
Decrease (Line 306) Provision for Reserve Future Fire Station from \$5,000.00 *
Decrease (Line 321, 343 and 365) FA, FA2 and FA3 wages by \$2,100.00
Reduce Fire Dispatch (Line 312) by \$1,000.00
Total Reduction of \$12,600

By-law Expenditures:

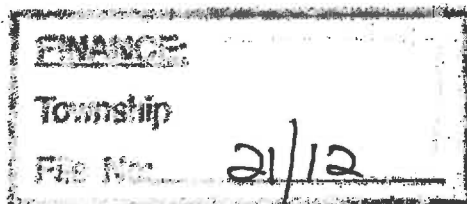
Decrease (Line 395) Seminars and Workshops by \$1,000.00
Decrease (Line 404) Clothing by \$250.00
Decrease (Line 407) Travel by \$300.00
Total decrease of \$1,550.00

Public Works Expenditures:

Decrease (Line 431) Winter Maintenance by \$10,000.00
Decrease (Line 442) Cell Phone by \$100.00
Decrease (Line 455) Provision for Reserve Future Roads by \$50,000.00 *
Total Reduction of \$60,100.00

Recreation Expenditures:

Decrease (Line 477) Provision for Reserve by \$20,000.00 *
Total Recreation Reduction of \$20,000.00



Cemetery Expenditures:

Decrease (Line 657) by \$3,500.00

Total Cemetery Reduction of \$3,500.00

Total Operation Expenditures \$97,950.00

Total 2012 budget expenditure decrease is \$119,286.65. The increase in Revenue is \$31,650.00. The Tax levy is therefore reduced from \$3,788,650.65 to \$3,637,714.00, a reduction from 6.41% to 2% increase.

Staff initiated reductions to meet the 2% target established by Council resolution are identified with an asterisk *.

Recommendation:

That the Council of the Township of Wellesley adopt the 2012 Draft Budget as amended to provide a 2% tax levy increase of \$68,550.47, before tax ratio changes and after growth.

S. J. Duke, EDC/Clerk, February 15, 2012

