Minutes of the Budget Committee Meeting

October 27, 2025, 5:30 p.m.
Council Chambers
2nd Floor - Town Hall

Members Present:	Reeve Emon, Councillor Legris, Councillor McWhirter, Councillor McDonald
Members Absent:	Mayor Sidney, Councillor Cybulski, Councillor Dick
Staff Present:	Director Bishop, Town Clerk Errett, Director Guest, Director Hodge, Director/CEO Library Latendresse, CAO Raybone, Manager Schauer, Manager Springer, Director/Deputy CAO Withers

Town of Renfrew - YouTube Meeting Stream

A. Call to Order

The Budget Committee Meeting was called to order at 5:30 p.m. by Reeve Emon.

A.1 Roll Call

A.2 Land Acknowledgement

B. Declaration of Interest

None were noted.

C. Budget Items for Consideration

C.1 Staff Draft 2026 Capital Budget

During the Budget Committee meeting, the following questions and topics related to the Capital Budget were raised and addressed:

- Diesel Extraction Unit: A requirement for the Public Works garage was discussed, emphasizing health and safety compliance.
- Multi-Year Delivery Impacts: Considerations were made regarding how delivery timelines spanning multiple years could affect current and future budgets, with planning strategies discussed.

- Asset Acquisition: The cost implications of purchasing new versus used assets were reviewed, and staff confirmed both options are under consideration.
- Facility Replacements: Finance replacements and the roof at 1 Innovation Drive were identified as high priority but not yet critical.
- Landfill Concerns: Mold remediation and slope issues were noted as high priority, with rationale clarified.
- Emergency Generator: The need for a new unit at the myFM Centre was rated as moderate, with rationale discussed.
- Miscellaneous Roads: Clarified to refer to rehabilitation programs for approximately five roads in Town.
- Carryover Projects: Projects previously budgeted and carried forward were identified for Committee reference.
- Funding Options: Not yet identified; will be provided once Council sets priorities.
- Taxation Starting Point: Due to changes noted at the last meeting, the starting point of taxation was identified to be approximately 8% before capital is added.

The Committee reviewed capital projects by priority level (low, moderate, high, and critical) to determine which should be considered in the budget.

Low Priority:

- All items under this category were removed entirely.

Moderate Priority:

Items reviewed and either kept or deferred:

- Deferred:
  - Retractable mounds for diamonds, emergency generator for myFM Centre
- Kept:
  - Front entrance FOB – 1 Innovation Drive
  - Security cameras – Town Hall
  - CIP review
  - Lynn St (Quarry–Hall), Harry St (Sidney–Hall)
  - Miscellaneous Roads

High Priority:

Items reviewed and either kept, deferred, or reclassified:

- Deferred: Culvert replacement, snowblower unit, landfill garage mold, dump trailer, new mower (T13).
- Reclassified: CCTV – motion made to move to operational expense with funding source identified.
- Kept:
    - Hall Avenue (Part 1)
    - Streetscan
    - Oil units
    - Harry Street
    - Storage structure replacement
    - Zoning By-Law review
    - Landfill scale and scale house
    - Development Charges Study (to be funded through DCs)
    - Heritage work (carryover + additional)
    - 1 Innovation roof replacement
    - 1 Innovation gas furnace replacement (critical units identified)
    - Ball Diamond Phase 2
    - New truck (replace T11)
    - New mower (replace T12)
    - Dog Park Fence – noted cost increase to $60K
    - Brine filtration
    - Park signage
    - Fleet of picnic tables and benches
    - Tables and chairs – myFM Centre
    - Elliptical machine
    - Salter

Critical Priority:

Items reviewed and either kept or deferred:

- Deferred: Street sweeper unit

- Kept:
  - Seventh Street – reduced from $84K to $10K for soil testing
  - Munroe Avenue reconstruction
  - V24 Cat backhoe
  - Diesel extraction unit
  - Pumper rescue
  - Updated network switches
  - Lockable server rack & UPS system
  - New server
  - Financial software
  - Council surfaces
  - Official Plan (OP) review
  - Scanning – additional budget requested
  - Landfill slope
  - Fire systems and safety plans – updated estimate of $20K for all three locations
  - New Addition: McDougall Mill rehabilitation project – $40K added to budget

Following the review, a motion was made that any errors, omissions, or changes in the budget identified by staff are to be updated and brought forward to the Committee. The Finance team will review the numbers and report back to the next meeting.

Resolution: BC-2025-10-02

Moved by: Councillor Legris

That Budget Committee direct staff to move the priority CCTV at a cost of $100,000 to the operating budget for an annual budget consideration.

Carried

Resolution: BC-2025-10-03

Moved by: Councillor McDonald

That the Budget Committee direct staff to bring forward any necessary changes to the draft budget up to November 17, and that the information be provided directly to the Committee for reference.

Carried

C.2 Staff Draft 2026 Operational Budget

Operating budget was not discussed and was deferred until Friday's meeting.

That Budget Committee review the Staff Draft 2026 Budget and provide direction to staff on preferred amendments.

D. Upcoming Meetings of Committee and Council

Next Budget Meeting: Friday, October 31, 2025 at 11:00 a.m.

Public Budget Meeting: Wednesday, November 12, 2025 at 5:00 p.m. [with the Regular Meeting of Council to immediately Follow]

Next Regular Meeting of Council: Tuesday, October 28, 2025 at 5:30 p.m.

E. Adjournment

Time adjourned at 7:25 p.m.

Reeve Emon

Town Clerk Errett