

**Minutes- Town of Amherstburg Special Council Meeting 2008
Preliminary Budget Review
Thursday January 24th, 2008 12:00 Noon – 3:00 p.m.
Town Hall Council Chambers**

PRESENT:

Mayor Wayne Hurst
Deputy Mayor Robert Bailey
Councillor Rick Fryer
Councillor Robert (Bob) Pillon
Councillor Paul Renaud
Councillor John Sutton
Councillor Rosa White

ALSO PRESENT:

Frank Pizzuto, CAO
George Balango, Manager of Developmental Services
Paul Beneteau, Treasurer
Stephen Brown, CBO
Lory Bratt, Planning Coordinator
Dave Carpenter, Manager of IT Services
Ron Dzombak, Manager of Recreation Services
Ivan Fregonese, Supervisor Budget Services
Pamela Malott, Manager of Corp. & Legs. Services/Clerk
Randy Sinasac, Deputy Fire Chief
Lou Zarlenga, Public Works Manager

ABSENT WITH NOTICE: Carol Bendo, HR Specialist/Deputy Clerk

CALL TO ORDER:

Continuation of previous Budget Meeting Agenda from Monday January 14th, 2008.

DISCLOSURE OF PECUNIARY INTEREST

None declared

PRESENTATIONS

Opening comments by Frank Pizzuto, CAO.

Housekeeping item concerning Public Meeting of January 28th. The Public Meeting scheduled for 6:30 p.m. has been cancelled due to a provision of requiring 30 days notice. The meeting will be re-scheduled. The In-Camera meeting will start at 6:00 p.m.

Presentation on Current Budget Status (Power Point)

Ivan Fregonese gave an overview on power point slides as follows:

- 2008 Tax Rate Increase Options
- Capital Analysis

Continuation of New Initiatives (Tab F)

New Initiatives Item # 3 IT Department Application Specialist- Option B Approved with reduced amount of \$ 7,000.00.

Dave Carpenter presented three options as per detailed handout. Pros and cons of each scenario were reviewed. Extra need in IT due to both 'inside and outside of normal

working hours service required'. Current part-time staff has expertise and experience with Town systems.

Council asked for confirmation of the number of hours being currently worked by the part-time staff in place. Response that the person is working 30 to 34 hours per week. Currently under the IBEW contract, part-time employees are permitted to work up to 24 hours unless permission is received from the union.

Council questioned the ability for the Town to hire by contract. Response that Town cannot hire under contract any position that would perform work normally performed by union staff. This position may be a union position that would prevent Town from hiring a person under contract.

Council suggested there are questions concerning this issue that can only be addressed at 'In-Camera session'.

Moved by: R. Fryer
Seconded by: R. White

That Council move In-Camera to discuss items of Personnel/Labour.

Motion Carried

After In-Camera Session, Council resumed public session.

Moved by: R. Fryer
Seconded by: R. Pillon

That 'Option B' of the Staffing Proposal IT Department for 2008 budget be adopted as presented but with a revised amount of \$ 7,000.00.

Council discussed reviewing what other organizations are doing for discussion at 2009 budget session.

Motion Carried

New Initiatives Item # 5 Fire Inspector- Approved

Council asked about statistics available for inspections done for 2007 and prior years. Response that statistics have been previously presented to Council and some information is included with the budget review package. Fire Master Plan also gives detailed statistics.

Council asked about how Amherstburg compares to other area Municipalities. Response that we are behind in comparison to what other Municipalities are doing with Fire Inspection. Inspections are a legislative requirement.

Council questioned how many volunteers are in the Anderdon Area to keep our response level at the same level we achieve with three full-time staff? Response that we have none.

Council suggested that perhaps we should start with part-time staff to catch up some of the necessary inspections.

Council discussed the Emergency Management responsibilities the department has.

Moved by: P. Renaud
Seconded by: Deputy-Mayor Bailey

That Council approve the hiring of a Part-Time Inspector for a portion of the 2008 year.

Discussion took place on the ability of Town to hire a staff member for the balance of 2008. We would need to address the part-time status with the union.

Motion Carried

New Initiatives Item # 7 Special Events & Tourism- Approved

Overview on portfolio given by Frank Pizzuto, CAO summarized that Town needs to spend some money to be successful and reap benefits in the Special Events, Economic Development and Tourism area.

Council expressed that the portfolio is important to Economic Development in the Town.

Council questioned whether the position needs to be a Managerial position; does the position need to be a full-time position? Response that salary is a low salary and equivalent to clerical staff. The importance of the continuity of the position was discussed.

Council suggested increased use of students could be explored to reduce some of the costs.

The position is currently a contract position and would be advertised as a full-time position if initiative were approved.

*Moved by: Deputy Mayor Bailey
Seconded by: R. White*

That Council approve \$ 86,434 for the Special Events Portfolio in the 2008 budget as recommended by Administration.

Council questioned the impact on the Tax Rate. Response was 70% of one percent. Council asked what the difference would be for a contracted position. Response that all costs would be the same except for the benefits portion of approximately \$ 15,000.00.

Council expressed that Amherstburg has the greatest potential for increased Tourism of all local municipalities.

Council noted \$ 16,000 for Marketing and Advertising and questioned whether there is any amount in the operating budget for marketing and advertising? Response that very little is in the operating budget. We need to move outside of Essex County to markets such as Toronto and London.

A Recorded Vote Was Requested

	<u>AYE</u>	<u>NAY</u>
Deputy-Mayor Robert Bailey	X	
Councillor Fryer		X
Councillor Pillon		X
Councillor Renaud		X
Councillor Sutton	X	
Councillor White	X	
Mayor Hurst	X	

Motion Carried

New Initiatives Item # 8 Building Audit St. Jean De Baptist School- Approved

Council expressed hope that there may be opportunity to reduce this expense. Council asked if it should be Town responsibility to do this audit?

Administration expressed we have a good opportunity to explore the building use.

Moved by: Deputy Mayor Bailey
Seconded by: R. White

That Council approve \$ 15,000.00 in the 2008 budget for the initiative for the building audit at St. Jean de Baptiste.

Motion Carried

Five minute recess called at 2:23 p.m.

Meeting resumed at 2:30 p.m.

Council questioned the ability of Building Department to do an audit on St. Jean de Baptist building. Response given by Steve Brown, CBO was that department could do a preliminary review but would not be qualified to do a complete audit.

New Initiatives Item # 9 Public Works Parks Maintenance & Ball Field Maintenance- Deferred

Administration advised funds would be used to train staff on the expanded maintenance needed in parks and field facilities. Initiative only includes work at Centennial, Larry Bauer, Wigle and Malden Park.

Council asked if we have monies in the budget for maintenance and improvements at Malden Park? Response that minimal amount is in budget for basis grass cutting.

Council questioned the breakdown of the \$ 30,000.00 and how this would be spent? Response that ball diamond maintenance would be \$ 7,000 and the balance used for Parks.

Administration was asked to come back with a more detailed breakdown including Malden Park. Item deferred.

New Initiatives Item # 10 Training Arena Technician- Approved

Moved by: P. Renaud
Seconded by: J. Sutton

That Council approve \$ 7,000.00 in the 2008 budget to train staff on proper ice maintenance.

Motion Carried

New Initiatives Item # 11- Recreation Programmer- Not Approved

Clarified that the impact in 2009 budget would be \$ 29,000.00. If approved for 2008 would be for part of year only from July 1st forward.

Council asked if part-time students could continue to be used? Response that limited work could be done with students due to lack of continuity.

Council expressed that a Programmer would provide enhanced service to Community that they have been asking for.

Council questioned whether the position was a ‘nice to have’ or a need? Important to look at priorities when hiring staff.

Moved by: R. White
Seconded by: Deputy Mayor Bailey

That Council support \$ 11,500.00 in the 2008 budget for the hiring of a Recreational Programmer full-time effective July 1st, 2008 according to the recommendation of Administration.

<u>A Recorded Vote Was Requested</u>	<u>AYE</u>	<u>NAY</u>
Deputy-Mayor Robert Bailey	X	
Councillor Fryer		X
Councillor Pillon		X
Councillor Renaud		X
Councillor Sutton		X
Councillor White	X	
Mayor Hurst		X

Motion Lost

Additional Items:

- a) **New Position Options in Information Systems- decided previously.**
- b) **Transportation Plan (2008 Strategic Plan Initiative)- Deferred**

*Moved by: R. Fryer
Seconded by: J. Sutton*

That the Transportation Plan costs be deferred.

Motion Carried

- c) **New Town Hall/Fire Hall (2008 Strategic Plan Initiative)- Deferred**

*Moved by: J. Sutton
Seconded by: R. Pillon*

That New Town Hall/Fire Hall discussions be deferred.

Motion Carried

- d) **Branding Initiative \$ 40,000.00 (2008 Strategic Plan Initiative)- Deferred**

*Moved by: R. Fryer
Seconded by: J. Sutton*

That the Branding Initiative be deferred to 2009 budget discussions.

Motion Carried

- e) **Community Bulletin Board/ Signage \$ 50,000.00 (2008 Strategic Plan Initiative)- Deferred**

*Moved by: R. White
Seconded by: R. Pillon*

That the Community Bulletin Board/ Signage issue be deferred.

Motion Carried

- f) **Additional Lighting (County Rd. 20: Ranta to County Rd. 3)- Report Request from Administration- Deferred**

Moved by: R. Fryer

Seconded by: R. White

That Administration come back with a report on the Costs and Feasibility of the initiative.

Motion Carried

New Baseball Diamond Funding (from Attachment)

Clarification given that the School Board prefers a twelve-year deferral and Town had calculated deferral based on 10 years.

Moved by: R. White

Seconded by: P. Renaud

That this item be deferred due to a relevant report coming forward at Monday January 28th regular Council.

Motion Carried

Fire Area Rating deferred to next meeting.

Continuation of Budget Meeting date set for 3:30 – 5:30 p.m. Monday January 28th.


ADJOURNMENT

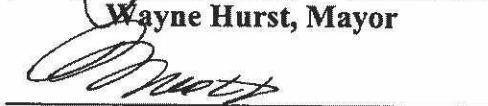
Moved by: J. Sutton

Seconded by: R. Pillon

That we rise and adjourn at 4:00 p.m.

Motion Carried



Wayne Hurst, Mayor


Pamela Malott, Clerk