

**AMHERSTBURG MUNICIPAL COUNCIL  
SPECIAL PUBLIC MEETING – BUDGET SESSION  
and TENDER RESULTS FOR WATERMAIN  
EXTENSIONS PROJECT**

**Wednesday, November 25, 2009**

**Held in Council Chambers Beginning at 10:30 A.M.**

**Please Note: All Public Meetings of Council are recorded by an electronic recording device.**

**MINUTES**

**PRESENT:**

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

**ALSO PRESENT:**

Pamela Malott, Chief Administrative Office  
Paul Beneteau, Treasurer  
Dave Carpenter, Manager of IT (morning only)  
Ron Dzombak, Manager of Recreation Services (morning only)  
Ivano Fregonese, Supervisor of Budget Services  
Richard Murray, Fire Chief (morning only)  
Lou Zarlenga, Manager of Public Services

**ABSENT WITH NOTICE:**

Councillor Paul Renaud (LOA)  
Brenda Percy, Manager of Council & Leg.Services/Clerk

**CALL TO ORDER**

The Mayor called the meeting to order

**DISCLOSURE OF PECUNIARY INTEREST**

None

**PRESENTATION**

Mayor Hurst introduced Lou Zarlenga to speak on the Tender Results for the Watermain Extensions Project and who the successful Tender is.

**Tender Report**

Lou Zarlenga spoke to the Tender Report and Recommendation. SLR Contracting Group was the successful Tender and they are able to start immediately.

Moved by Councillor Pillon  
Seconded by Councillor Sutton

That the recommendation by Lou Zarlenga for lowest tender being SLR Contracting Group be received.

**Motion Carried**

Discussion

Councillor Pillon questioned if it was for one project or if it were three different loopings.

Lou Zarlenga stated that it was for three individual loopings with different project numbers but will be done under one tender for efficiency and economics.

Councillor Pillon questioned where the loopings were being done from.

Lou Zarlenga stated that he would get back to Council with an e-mail of the exact locations for all three loopings.

Councillor Sutton asked if there would be available funding since the project is 215,000 under Budget.

Ivano Fregonese responded that it would reduce the amount of debenturing for water/wastewater budget.

Mayor Hurst asked about the timeline.

Lou Zarlenga replied that he will provide Council with an e-mail on timeline and location of work for the project.

Ivano Fregonese introduced the Recreation Services Budget.

Recreation Services

Moved by Councillor Sutton

Seconded by Councillor Fryer

That Council approve the Recreational Service Budget for 2010.

**Motion Carried**

Discussion

Deputy Mayor Bailey spoke to line 99 Splash Pad if it included the cost of water. He questioned if the Town does an adjustment back for cost of water.

Paul Beneteau responded that revenues generated are correctly allocated to the Departments. We pay our amounts and the funding model demonstrates this for other municipalities.

Councillor Fryer questioned when the splash pad will be opened for operations in 2010.

Ron Dzombak responded in the evening 4-8 and on weekends in June.

Councillor Fryer asked if it could be opened earlier in the day for those children not in school.

Ron Dzombak stated that it could be done and stated that in the past there has been a conflict for the Month of June. We could try for 2010 to have it available by way of booking for the month of June. Additional hours during the day can be an approximate extra cost of \$2,000 a month.

Councillor White stated that she would be in support of opening it up during the day for the Month of June. Councillor White questioned if the water could be recycled from the splash pad.

Ron Dzombak responded that costs vary to have a holding tank to recycle some of the water.

Mayor Hurst spoke to there being no problem with High School Students using the Splash Pad.

Councillor White spoke to advertising hours of operation for the Splash Pad from 12:00 p.m. – 8:00 p.m. for the Month of June.

Councillor Fryer spoke of Line 44 \$20,000 Student Salaries stating there was nothing there before and asked for explanation.

Ivano Fregonese responded that a new object code was created. Students are no longer included in the part-time line.

### **Lions Pool**

Moved by Councillor Pillon

Seconded by Councillor Sutton

That Council give direction to do the necessary repairs to the pool for the water loss and not to exceed \$39,750.

### **Motion Carried**

#### **Discussion**

Councillor Pillon spoke to the Lion's Pool costs for repair and asked if it was in the Budget to have it ready for the Summer.

CAO, Pamela Malott responded that the cost to keep the pool operational for next year was in the Operational Budget. There were some items brought forward to the Capital, but were not recommended for this year.

Councillor White asked about the repairs for water loss and Ron Dzombak confirmed the numbers were put forward.

Deputy Mayor Bailey spoke to the Report on the attendance at the Pool for 2009.

Councillor Sutton spoke to reasons for repairs to allow continued use of the pool.

Councillor White spoke to Line 33 Recreation Advertising Cost and questioned what this consist of.

Ron Dzombak stated the reduction was due to the Summer Program being better recognized in the community.

### **Arena**

Moved by Deputy Mayor Bailey

Seconded by Councillor White

That Council approve the Arena 2010 Operational Budget.

### **Motion Carried**

#### **Discussion**

Deputy Mayor Bailey spoke to Line 4 Ice Rental for 2009 year end budget.

Ron Dzombak responded that a report for Council can be brought to the next meeting in December.

Ivano Fregonese advised that reserves are a good projection.  
Councillor White suggested looking back at previous reserves.

Ron Dzombak mentioned that the greater portion for ice is from September – December so we can project it forward and look at our contracts and be able to compare the two.

Councillor Sutton suggested adding a 5 year rolling average as a column for the reserve section of budget for the future.

Ivano Fregonese responded that any feedback from Council is pertinent in helping provide the appropriate information.

Councillor Pillon questioned where the snow removal time allotted is located in the budget.

Ron Dzombak responded no additional staffing is needed, will use existing staff.

Councillor Pillon asked if the truck was facilitated for snow removal.

Ron Dzombak stated the plows will be ordered.

Mayor Hurst questioned why the blades have not yet been ordered and stated that this needs to be ordered now.

Ron Dzombak responded that the truck will be ready next week.

Councillor Pillon asked if the past Contractor has been notified that his service will no longer be needed.

Ron Dzombak stated that he has been notified and that Staff will be replacing the past Contractor.

Councillor Pillon asked if training or certificate for Staff is required for snow removal.

Ron Dzombak stated that it wasn't needed for the parking lot and noted that full time and part time will both be doing the work.

### **Ranta Marina**

Moved by Councillor White  
Seconded by Councillor Sutton

That Council approve the Marina 2010 Operational Budget

### **Motion Carried**

Discussion took place on existing Marina deficit and what can be done to get rid of the deficit.

Deputy Mayor Bailey spoke to the report from Treasurer on the options on the Marina deficit and a decision to be made on how to pay off the deficit.

### **New Initiatives**

Ivano Fregonese spoke in detail of change in New Initiatives and the item added to New Initiative which is Co-An Park.

### **Discussion**

Councillor Fryer asked about the radios for the new arena whether or not the radios will be compatible for use inside the arena.



Ron Dzombak replied that they will work in the new facility and are compatible.

Moved by Councillor Sutton  
Seconded by Councillor Pillon

That Council approve the item added to New Initiatives which is Co-An Park.

**Motion Carried**

Discussion

Councillor Pillon questioned the item added of Co-An Park.

Ivan Fregonese responded that he had a verbal conversation with the Treasurer of Essex regarding road repairs and light replacement, it has been raised as upcoming expenses by the Essex Treasurer.

Paul Beneteau gave a recap of all items being Big Creek \$25,000; Lion's Pool \$39,700 and new item Co-An Park \$2,500 at a 3.16 increase assuming no long term financing.

Ivano Fregonese spoke to report on Transfers to Computer Reserves.

Moved by Councillor Sutton  
Seconded by Councillor Pillon

That Council receive the Transfer to Computer Reserves Report.

**Motion Carried**

Ivano Fregonese spoke to debt schedule for Arena Recreation Complex and options. Decision will not be made until 2010.

Deputy Mayor Bailey spoke to whether this is a decision to be made today or we be made closer to the completion of the project and noted the information given of comparison for 25 to 30 year term.

Councillor White questioned if other ways of borrowing were looked at and prefers 5 years as opposed to being locked in.

**Tourism Development**

Ivan Fregonese spoke to the revisions of Grants to Organizations for Council information. Reduction for Windsor Symphony, increase to Close To Home and the Knights of Columbus were made.

Ivan Fregonese spoke to the Estimated Reserve Balances for Council Information.

Moved by Deputy Mayor Bailey  
Seconded by Councillor White

That Council receive the report on Reserve Balances.

**Motion Carried**

Discussion

Councillor Fryer spoke to the Library Reserve remaining the same and as a separate item.

Deputy Mayor Bailey agreed to leave it as is.

Ivano Fregonese introduced the Capital Budget and gave a quick review.

Moved by Councillor Fryer  
Seconded by Councillor Pillon

That the Administration Building Audit be deferred to 2011 Budget year.

**Motion Lost**

Discussion

Ivan Fregonese stated it would be moved to Operations to finance other repairs as was listed as financed by Gas Tax.

Councillor Pillon questioned if the bottom line could be reduced.

Councillor White asked for clarification from Administration for the amount of \$8,000.

CAO, Pamela Malott responded that some work was done with LAS through an energy audit in 2008 and it identified various items of replacement or improvements for the building which has brought the amount for the Building Audit.

Councillor Fryer spoke to the Tar & Chip being more of a priority than the Town Hall & Council Chambers.

Councillor White spoke to having a long term plan for the operations of the Building.

IT / GIS

Moved by Councillor White  
Seconded by Councillor Fryer

That Council approve the IT and GIS Capital Budget

**Motion Carried**

Discussion

Dave Carpenter, Manager of IT gave a brief recap on a previous Report that went to Council on the Remote Access Software.

Councillor Fryer asked about Elections Software.

Councillor White asked about security of internet voting.

Dave Carpenter responded that it can be made just as secure as on-line banking is.

Fire Department

Moved by Councillor Sutton  
Seconded by Deputy Mayor Bailey

That Council approve the Fire Department Capital Budget.

**Motion Carried**

Recreation Programs

Moved by Councillor Fryer  
Seconded by Councillor Pillon

That Council approve the Recreation Programs Capital Budget excluding the 15,000 for the Parks Master Plan.

**Motion Carried**

Discussion

Councillor Pillon stated that he feels there's no need to spend any further money for the Larry Bauer Park Update Existing Plan.

Councillor White stated she would like to see a full parks master plan for the future of the whole Town.

CAO, Pamela Malott added for Council clarification that the cost showing is an estimated cost to do the updated plan and it could come in lower.

Councillor Pillon stated that he feels the Town can develop the park on its own.

Mayor Hurst stated that it currently may not be warranted.

Ivano Fregonese spoke to Wigle Park Remediation.

Deputy Mayor Bailey asked if there was offsetting revenue from line painting.

**Police Department**

Moved by Councillor Sutton  
Seconded by Councillor Pillon

That Council approve the Police Department Capital Budget.

**Motion Carried**

**Public Works General**

Moved by Deputy Mayor Bailey  
Seconded by Councillor White

That Council approve the Public Works General Capital Budget.

**Motion Carried**

Discussion

Ivano Fregonese spoke of the Nexen Building.

Lou Zarlenga spoke of looking at many options for a temporary measure until a complete complex can be found. The Nexen Building is being looked at extensively. Public Works would be in this building for 2-3 years and then used for records retention.

Councillor White questioned a temporary investment verses a new building.

Councillor Pillon suggested records retention storage being at the Old Anderdon Building.

Councillor Fryer asked if all records are electronic that are in records retention.

**Rise at 12:35 pm for Lunch**

Moved by Councillor Fryer  
Seconded by Deputy Mayor Bailey

**Motion Carried**

**Back in session at 1:30 pm**

Moved by Deputy Mayor Bailey  
Seconded by Councillor Sutton

**Public Works General cont'd**

Lou Zarlenga spoke of the Plotter and that it would allow printing in-house as oppose to sending jobs out to be printed.

**Public Works Road**

Discussions took place on Texas Road.

Moved by Deputy Mayor Bailey  
Seconded by Councillor White

To include in the Capital 40,000 for pre-engineering for Texas Road with funding coming from other than current revenues.

**Motion Carried**

Discussion took place on transfers from Town to Wastewater to accommodate reduction in tax rates.

Moved by Councillor Pillon  
Seconded by Councillor Sutton

To reduce the traffic signalization by 40,000 from 75,000 to 35,000 to cover cost of Texas Road engineering;

And transfer for Land use charge for 50,000 for 2010 for revenue to Town and move to water / wastewater budget.

**Motion Carried**

Discussion took place on the sound system for Downtown.

Discussion took place on tar & chip program; 3<sup>rd</sup> Concession North and McLeod Road.

Moved by Councillor Fryer  
Seconded by Councillor White

45,000 allocated on the new Street Light Replacement Program to engineering costs for 3<sup>rd</sup> Concession North Road for pre-engineering and McLeod Road.

**Motion Carried**

Moved by Councillor Sutton  
Seconded by Deputy Mayor Bailey

That Council approve the Public Work Roads Capital Budget with amendments.

**Motion Carried**

**Public Works Bridges**

**Bridge over River Canard**

Moved by Councillor Fryer  
Seconded by Councillor Sutton

That Council approve the Bridge Capital Budget.

**Motion Carried**

**Discussion**

Councillor Sutton asked Lou Zarlenga what the \$75,000 will cover.

Lou Zarlenga responded that it would cover the guardrails and siderails.

**Public Works Drains**

Moved by Councillor Sutton  
Seconded by Councillor Pillon

That Council approve the Municipal Drain Capital Budget for 2010.

**Motion Carried**

**Public Works Road Equipment**

Ivano Fregonese spoke to the items being financed through the Equipment Replacement Reserves.

Moved by Councillor White  
Moved by Councillor Fryer

That Council approve the Roads Equipment Capital Budget for 2010.

**Motion Carried**

**Discussion**

Councillor White asked what the percentage was for the mechanical work being done in-house.

Lou Zarlenga stated that the Public Works Department Mechanic does 80% repairs to vehicles in-house.

Lou Zarlenga pointed out that winter work has a lot of wear and tear on the vehicles.

**Parks & Grounds**

Moved by Councillor Fryer  
Seconded by Councillor White

That Council approve the Public Works Parks Capital Budget for 2010

**Motion Carried**

**Discussion**

Lou Zarlenga spoke to Leo Beudoin Park that it was a longer term plan.

Deputy Mayor Bailey asked if there were any safety concerns for any of the parks.

Councillor Fryer asked if the lighting for Purdie Park could be put in for the end of this year.

Lou Zarlenga responded that the weather could be against us.

Lou Zarlenga spoke to the Leo Beaudoin Park being heavily used and that the vandalism is substantial. There were no safety concerns for the equipment, but it is outdated.

Deputy Mayor Bailey stated his concern was more for the lighting of Leo Beaudoin Park.

### **Parks & Grounds Equipment**

Moved by Councillor Fryer  
Seconded by Councillor Sutton

That Council approve the Parks & Grounds Equipment Capital Budget for 2010.

### **Motion Carried**

### **2.66% Budget**

Councillor White feels comfortable with the number.

Councillor Sutton stated that the only two options would be increase in reserves and reduce building department budget transfer. Anything lower and we do not get any work done.

Councillor Pillon stated he's comfortable with the number and how administration did an excellent job on it. If we take anymore out of it, it will cost us down the road.

Councillor Fryer questioned what the percentage would be without doing the transfer to the Building Dept. He stated that he would be more comfortable with reducing the transfer to 0.

Paul Beneteau, Treasurer mentioned that all the Budget discussions are relative to the assessments as proposed. Final assessments will not be known until December 14<sup>th</sup> final passing.

Deputy Mayor Bailey stated that money into pre-engineering is a pro-active action which will help us down the road.

Councillor Sutton reminded that the transfer will go back to General from Building Department once Development occurs.

Councillor White spoke to automatic contract obligation for wages.

Moved by Councillor Fryer  
Seconded by Councillor Pillon for discussion

That the transfer to reserve to the Building Department does not proceed in 2010 budget and that the tax rate gets reduced to 1.95%.

### **Motion Lost**

### **Discussion**

Councillor Pillon asked Ivano Fregonese what this would do for the Building Department.

Ivano Fregonese responded that if the transfer is not done, the deficit would rise to approximately 800,000.



Moved by Councillor Sutton  
Seconded by Deputy Mayor Bailey

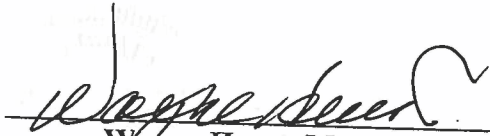
That the Budget be forwarded to the Public Session on November 30, 2009.

**Motion Carried**

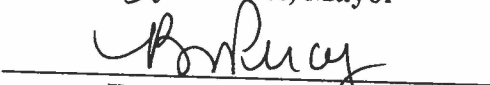
**ADJOURNMENT**

Moved by Councillor Sutton  
Seconded by Councillor Pillon

That Council rise and adjourn at 3:30 P.M.



Wayne Hurst, Mayor



Brenda Percy, Clerk

