

# **Minutes of An Amherstburg Municipal Council Meeting – Budget Session Held On Monday, February 28, 2011 At 9:00 a.m. In Council Chambers**

## **PRESENT:**

Mayor Wayne Hurst  
Deputy Mayor Ron Sutherland  
Councillor Bart DiPasquale  
Councillor Robert (Bob) Pillon  
Councillor John Sutton  
Councillor Diane Pouget  
Councillor Carolyn Davies

## **ALSO PRESENT:**

Pamela Malott, CAO  
Brenda Percy, Manager of Council & Leg. Services/Clerk  
Paul Beneteau, Treasurer  
Carol Bendo, Human Resources Manager  
Dave Carpenter, Manager of IT Services  
Nikole LeBlanc, Recreation Programming Assistant  
Todd Hewitt, Roads Superintendent  
Dennis Laporte, Director of Recreation and Culture  
Antonieta Giofu, Environmental Services Engineer  
Lory Bratt, Planning Coordinator  
Stephen Brown, Chief Building Official  
Randy Sinasac, Fire Chief  
Anne Rota, Tourism Officer  
Lou Zarlenga, Manager of Public Services  
Eric Chamberlain, Engineering Coordinator  
Karen Jacques, Executive Assistant

## **ABSENT :**

Ivano Fregonese, Supervisor Budget Services

## **CALL TO ORDER**

The Mayor called the meeting to order at 9:00 a.m.

## **DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF**

Councillor Sutton declared a pecuniary interest in Grants to Committees – presentation by House of Shalom.

Councillor DiPasquale declared a pecuniary interest in Grants to Committees – presentation by Amherstburg Food & Fellowship Mission.

Councillor DiPasquale declared a pecuniary interest in Grants to Committees – presentation by Rotary Club of Amherstburg Ribfest.

### **OPENING REMARKS**

Pamela Malott provided opening remarks with respect to the 2011 budget meetings.

### **PRESENTATIONS FROM GRANT ORGANIZATIONS**

#### 1. **Amherstburg Community Service**

Councillor Sutton moved, Councillor Pillon seconded:

**That the presentation be received.**

The Mayor put the Motion.

**Motion Carried**

#### 2. **Amherstburg Food and Fellowship Mission**

Councillor DiPasquale declared a pecuniary interest and withdrew from discussion and voting on the matter.

Councillor Pillon moved, Deputy Mayor Sutherland seconded:

**That the presentation be received.**

The Mayor put the Motion.

**Motion Carried**

#### 3. **Amherstburg Historic Sites**

Mr. Price provided a presentation.

Councillor Pillon moved, Councillor Sutton seconded:

**That the presentation be received.**

The Mayor put the Motion.

**Motion Carried**

4. Knights Columbus

Councillor Pillon moved, Deputy Mayor Sutherland seconded:

**That the presentation be received.**

The Mayor put the Motion.

**Motion Carried**

5. House of Shalom

Councillor Sutton declared a pecuniary interest in the matter and withdrew from discussion and voting on the matter.

Deputy Mayor Sutherland moved, Councillor Pillon seconded:

**That the presentation be received.**

The Mayor put the Motion.

**Motion Carried**

6. North American Black Historical Museum

Councillor Sutton moved, Councillor Davies seconded:

**That the presentation be received.**

The Mayor put the Motion.

**Motion Carried**

7. Doors Open

Councillor Pouget moved, Deputy Mayor Sutherland seconded:

**That the presentation be received.**

The Mayor put the Motion.

**Motion Carried**

8. Close to Home Community Organization

Councillor Pillon moved, Deputy Mayor Sutherland seconded:

**That the presentation be received.**

The Mayor put the Motion.

**Motion Carried**

9. Windsor Symphony

Councillor Sutton moved, Councillor Pillon seconded:

**That the presentation be received.**

The Mayor put the Motion.

**Motion Carried**

10. Amherstburg Farmers Market

Councillor Pillon moved, Councillor Davies seconded:

**That the presentation be received.**

The Mayor put the Motion.

**Motion Carried**

11. Rotary Club of Amherstburg

Councillor DiPasquale declared a pecuniary interest and withdrew from discussion and voting on the matter.

Councillor Davies moved, Deputy Mayor Sutherland seconded:

**That the presentation be received.**

The Mayor put the Motion.

**Motion Carried**

12. Amherstburg Chamber of Commerce

Councillor Davies moved, Councillor Pillon seconded:

**That the presentation be received.**

The Mayor put the Motion.

**Motion Carried**

The Mayor advised that deliberations with respect to grants will be deliberated by Council at a later time. Administration will advise the organizations in due course.

**Presentation # 1**

A presentation by Anne Rota regarding War of 1812

Anne Rota provided a presentation with regard to the War of 1812 Bi Centennial, including a detailed plan and budget needs. A copy of the PowerPoint is attached and forms an Addendum to these minutes.

Councillor Davies moved, Councillor Sutton seconded:

**That the presentation be received.**

The Mayor put the Motion.

**Motion Carried**

Dennis Laporte, Director, Recreation and Culture and Anne Rota, Manager, Tourism and Culture provided an overview of Mooring System Proposal at Kings Navy Yard Park (KNYP).

Councillor Pillon moved, Deputy Mayor Sutherland seconded:

**That the report be received.**

The Mayor put the Motion.

**Motion Carried**

Councillor Sutton moved, Deputy Mayor Sutherland seconded:

**That Council break at 11:35 a.m. for 10 minutes.**

The Mayor put the Motion.

**Motion Carried**

Councillor Sutton moved, Deputy Mayor Sutherland seconded:

**That Council reconvene at 11:52 a.m.**

The Mayor put the Motion.

**Motion Carried**

**PRESENTATION**

Paul Beneteau, Treasurer provided a PowerPoint presentation which provides an overview of the 2011 budget. A copy of the PowerPoint is attached and forms an Addendum to these minutes.

Councillor Sutton moved, Councillor Pillon seconded:

**That Council receive the overview.**

The Mayor put the Motion.

**Motion Carried**

Councillor Pillon moved, Councillor Pouget seconded:

**That Council rise for 30 minutes.**

The Mayor put the Motion.

**Motion Carried**

Councillor Pouget moved, Deputy Mayor Sutherland seconded:

**That Council resume at 1:05 p.m.**

The Mayor put the Motion.

**Motion Carried**

**GRANTS TO COMMUNITIES**

**Amherstburg Community Services**

Councillor Sutton moved, Councillor Pillon seconded:

**That Council award \$3,000 to Amherstburg Community Services.**

The Mayor put the Motion.

**Motion Carried**

**Christ Anglican Church**

Councillor Pillon moved, Councillor Pouget seconded:

**That Council award \$750 to Christ Anglican Church.**

The Mayor put the Motion.

**Motion Carried**

**Amherstburg Food & Fellowship Mission**

Councillor DiPasquale declared a pecuniary interest and withdrew from discussion and voting on the matter.

Councillor Sutton felt that when it came to fundraisers, there are inconsistencies and that the Town should follow common practice where fundraisers are not funded. Pamela Malott advised that this is the position of Administration. The recommendation is that those groups previously funded will receive notice this year and the grant is reduced specifically because of the fundraising component. Pamela Malott clarified that the Rotary Club grant is different as it is the first year that the organization has come to the Town with that type of request. Councillor Pillon felt that notice should be sent to organizations that grants could be reduced next year as fundraisers should be self-funded.

Councillor Pillon moved, Deputy Mayor Sutherland seconded:

**That Council award \$500 to Amherstburg Food & Fellowship Mission;**

**And further that correspondence be sent to the organization advising that the grant may be reduced in 2012 as charitable events held for fundraising should become self funded.**

The Mayor put the Motion.

**Motion Carried**

Amherstburg Heritage Homecoming

There was discussion that the group did not appear before Council to make its request and provide its event planning or programming for future year. It was noted that there is currently money in reserves.

Councillor Pillon moved, Councillor DiPasquale seconded:

**That Council not award any grant monies to the Heritage Homecoming for the 2011 budget year;**

**And further that \$500 remains in reserves and that the organization be requested to appear before Council with the organizations plans.**

The Mayor put the Motion.

**Motion Carried**

Amherstburg Historic Sites

Deputy Mayor Sutherland moved, Councillor Davies seconded:

**That Council award \$6,000 to Amherstburg Historic Sites.**

The Mayor put the Motion.

**Motion Carried**

Knights Columbus

Councillor Pillon moved, Councillor Pouget seconded:

**That Council award \$400 to Knights Columbus.**

Councillor Davies commented on the need for an organization's charitable event to become self-funded and that organizations put aside seed money for these events.

The Mayor put the Motion.

**Motion Carried**



House of Shalom

Councillor Sutton declared a pecuniary interest in the matter and withdrew from discussion and voting on the matter.

Councillor Davies moved, Councillor DiPasquale seconded:

**That Council award \$3,000 to House of Shalom.**

The Mayor put the Motion.

**Motion Carried**

North American Black Historical Museum

Councillor Pouget moved, Councillor Davies seconded:

**That Council award \$6,000 to North American Black Historical Museum.**

The Mayor put the Motion.

**Motion Carried**

Doors Open

Councillor Davies moved, Councillor Pouget seconded:

**That Council award \$1,500 to Doors Open.**

The Mayor put the Motion.

**Motion Carried**

Close to Home Community Organization

Councillor Pillon moved, Councillor Davies seconded:

**That Council award \$700 to Close to Home Community Organization.**

The Mayor put the Motion.

**Motion Carried**

Windsor Symphony

Councillor Sutton moved, Deputy Mayor Sutherland seconded:

**That Council award \$3,000 to Windsor Symphony.**

The Mayor put the Motion.

**Motion Carried**

Amherstburg Farmers' Market

Deputy Mayor Sutherland moved, Councillor Davies seconded:

**That Council award \$1,000 to Amherstburg Farmers' Market.**

The Mayor put the Motion.

**Motion Carried**

Rotary Club of Amherstburg

Councillor DiPasquale declared a pecuniary interest and withdrew from discussion and voting on the matter.

Councillor Sutton moved, Councillor Pillon seconded:

**That Council not award any grant money to the Rotary Club of Amherstburg.**

The Mayor put the Motion.

**Motion Carried**

Amherstburg Chamber of Commerce

Councillor Pillon moved, Deputy Mayor Sutherland seconded:

**That Council not award any grant money to the Amherstburg Chamber of Commerce.**

The Mayor put the Motion.

**Motion Carried**

City of Refuge

It was noted that the organization did not appear before Council.

Deputy Mayor Sutherland moved, Councillor Pillon seconded:

**That Council not award any grant money to the City of Refuge.**

The Mayor put the Motion.

**Motion Carried**

**ADMINISTRATIVE REPORT**

Recreation and Culture

a) Mooring System Proposal at Kings Navy Yard Park (KNYP)

Councillor Sutton moved, Councillor Pouget seconded:

**That the report by Dennis Laporte and Anne Rota dated February 23, 2011 regarding a mooring system proposal at the Kings Navy Yard Park be received;**

**And further that Council approve the placement of infrastructure for the system to begin operations in May 2011 in advance of the 2011 budget approval due to sensitivity of timing for season.**

The Mayor put the Motion.

**Motion Carried**

**DEPARTMENTAL BUDGETS**

a) Council Expenses

Councillor Sutton moved, Deputy Mayor Sutherland seconded:

**That Council concur with the department budget, as presented.**

In response to a question from Councillor Pillon, Brenda Percy advised that she would provide the cost comparison of the 2006 and 2010 election.

The Mayor put the Motion.

**Motion Carried Unanimously**

b) Administration, Clerk & Treasurer Departments

Paul Beneteau noted that the annual allocation for the election is listed twice in the overall budget; once in the Council budget and also under Administration. He suggested that the amount be removed from Council budget and left in Administration.

Councillor Pillon moved, Deputy Mayor Sutherland seconded:

**That transfer to election reserve be removed from Council budget and left in the Administration budget.**

The Mayor put the Motion.

**Motion Carried**

Pamela Malott advised that the Clerk's Department has submitted a new initiative paper for a Deputy Clerk position for Council consideration.

Councillor Sutton moved, Councillor DiPasquale seconded:

**That new initiatives be deliberated after a full review of the operational and capital budgets.**

The Mayor put the Motion.

**Motion Carried**

Councillor Davies moved, Councillor Pouget seconded:

**That Council concur with the department budget, as presented.**

The Mayor put the Motion.

**Motion Carried**

c) Committees

Paul Beneteau noted that the Heritage Committee is asking for additional funds (Line 23).

Deputy Mayor Sutherland moved, Councillor Sutton seconded:

**That Council concur with the department budget, save and except budget line items 20 – 27.**

The Mayor put the Motion.

**Motion Carried Unanimously**

d) Retiree Benefits

The Mayor clarified that this budget represents all department employees of the Town that are retired.

Councillor Davies moved, Deputy Mayor Sutherland seconded:

**That Council concur with the department budget, as presented.**

The Mayor put the Motion.

**Motion Carried**

e) Information Technology Department & GIS

Councillor Sutton moved, Councillor DiPasquale seconded:

**That Council concur with the department budgets, as presented.**

The Mayor put the Motion.

**Motion Carried**

f) Fire Department

Randy Sinasac, Fire Chief advised that he would provide an equipment breakdown for Council.

Deputy Mayor Sutherland moved, Councillor Davies seconded:

**That Council concur with the department budget, as presented.**

The Mayor put the Motion.

**Motion Carried**

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Council took break at 2:34 p.m. and reconvened at 2:45 p.m.

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g) Protective Services

Councillor Davies moved, Deputy Mayor Sutherland seconded:

**That Council concur with the department budget, as presented.**

The Mayor put the Motion.

**Motion Carried Unanimously**

h) Crossing Guards

Councillor Pillon moved, Councillor Sutton seconded:

**That Council concur with the department budget, as presented.**

The Mayor put the Motion.

**Motion Carried Unanimously**

i) Public Works

Paul Beneteau explained the gas tax grant and allocation of same.

Councillor Davies moved, Deputy Mayor Sutherland seconded:

**That Council concur with the department budget, as presented.**

The Mayor put the Motion.

**Motion Carried Unanimously**

j) Environmental Expenses

Councillor Davies moved, Deputy Mayor Sutherland seconded:

**That Council concur with the department budget, as presented.**

The Mayor put the Motion.

**Motion Carried Unanimously**

k) Cultural Services

Paul Beneteau advised that the money previously allocated to the McGregor Library for building expenses is now being directed to the Amherstburg Library. Administration would request a motion of Council to move the funds currently set aside for McGregor Library. Pamela Malott clarified that the Town of Essex was contacted on several occasions and the Town of Essex has not requested a contribution to the operational costs of the McGregor Library.

Deputy Mayor Sutherland moved, Councillor Davies seconded:

**That Council concur with the department budget, as presented.**

In response to question from Councillor Sutton, Paul Beneteau noted that at some point a motion of Council will be required to transfer the money currently earmarked for McGregor Library to the Amherstburg Library.

The Mayor put the Motion.

**Motion Carried**

There was further discussion with regard to the Town sharing costs of the McGregor Library and previous correspondence to the Town of Essex regarding sharing of operational costs. Deputy Mayor Sutherland advised that he would bring the issue forward at the next Essex County Library Board meeting and report back.

l) Tourism Department

Deputy Mayor Sutherland moved, Councillor Pouget seconded:

**That Council concur with the department budget, as presented.**

The Mayor put the Motion.

**Motion Carried Unanimously**

Deputy Mayor Sutherland moved, Councillor Sutton seconded:

**That Council review the Recreation budget on March 1, 2011.**

The Mayor put the Motion.

**Motion Carried**

The Mayor thanked Matthew Tynski, student for his work with the Town of Amherstburg.

There was discussion with regard to 2011 budget, media release and increases before Council.

**ADJOURNMENT**

Councillor Davies moved, Councillor Sutton seconded:

**That Council rise and adjourn at 4:00 p.m.**

The Mayor put the Motion.

**Motion Carried**



MAYOR - WAYNE HURST



CLERK - BRENDA M. PERCY