

**Minutes of an Amherstburg Municipal Council
Monday, April 11, 2011 at 7:00 p.m.
Council Chambers
User Fees &
Review Draft Operating and Capital Budgets**

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

Brenda Percy, Manager of Council & Leg. Services/Clerk
Paul Beneteau, Treasurer
Kim Brydon, Accounting Supervisor
Carol Bendo, Human Resources Manager
Dave Carpenter, Manager of IT Services
Nikole LeBlanc, Recreation Programmer
Todd Hewitt, Roads Superintendent
Dennis Laporte, Director of Recreation and Culture
Dwayne Grondin, Water & Wastewater Superintendent
Lory Bratt, Planning Coordinator
Stephen Brown, Chief Building Official
Anne Rota, Manager of Tourism and Culture
Tim Berthiaume, Police Chief
Lou Zarlenga, Director of Engineering and Infrastructure

ABSENT WITH NOTICE Pamela Malott, CAO

There were members of the public present at the meeting and a member of the media.

CALL TO ORDER

The Mayor called the meeting to order.

DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest.

REPORTS

Report # 1

A report by Brenda Percy regarding Establishing User Fees – Public Meeting

Brenda Percy, Clerk advised that those new or proposed increases to user fees were brought before Council by report. Council approved those fees in principle, and directed that the fees be brought back to a special meeting of Council for public input. Administration has provided a schedule of comprehensive user fees for both recreation and all other departments. Those new or proposed changes to fees are identified in red. The schedules would be attached to an overall comprehensive User Fee By-law which will be brought before Council on April 18, 2011 for Council consideration.

Councillor Sutton referred to building permit fees and asked that a comparison of other municipality's fees be brought before Council prior to consideration of the comprehensive User Fee By-law at the April 18, 2011 meeting of Council.

Councillor Sutton moved, Councillor Pillon seconded:

That the report prepared by Brenda Percy dated April 8, 2011 regarding Establishing User Fees for certain services be received;

That Council approve, in principle, the new user fees as included on Schedule "A" attached to the report;

And further that Administration be directed to bring forward a comprehensive User Fee By-law to the April 18, 2011 Council meeting for consideration.

There was discussion with regard to copying and searching proposed user fee, non-resident user fees, School Board use of football field at costs associated, community use agreement and discussions with school board.

The Mayor put the Motion.

Motion Failed

Councillor Pouget moved, Councillor DiPasquale seconded:

That the report prepared by Brenda Percy dated April 8, 2011 regarding Establishing User Fees for certain services be received;

And further that the Council withdrew the motion to approve the user fees for the football field until there is an agreement with the Board of Education and the Town of Amherstburg.

The Mayor put the Motion.

Motion Carried

The Clerk sought clarification of Council's intent with respect to the other user fees before Council.

Deputy Mayor Sutherland moved, Councillor Davies seconded:

That the report prepared by Brenda Percy dated April 8, 2011 regarding Establishing User Fees for certain services be received;

That Council approve, in principle, the new user fees as included on Schedule "A" attached to the report, save and except for the user fees for the football field;

And further that Administration be directed to bring forward a comprehensive User Fee By-law to the April 18, 2011 Council meeting.

The Mayor put the Motion.

Motion Carried

Report # 2

A report by Dennis Laporte regarding Railings for Aisle Ways in Rink A & B

There was discussion with regard to the railings for aisle ways in Rink A and Rink B, concerns of installing the rail and implications on the in-floor heating, Code requirements, safety factors, mitigating future issues, steepness, grab bar, accessibility issues, and costs. Council asked that the report be brought back to the April 18, 2011 Council meeting and that Max D'Angelis be asked to attend the meeting to respond to questions of Council on the matter.

Report & Presentation

A report from Paul Beneteau regarding the 2011 Operations and Capital Budget.

Paul Beneteau provided opening remarks with respect to the 2011 budget meetings and a PowerPoint presentation, a copy of which is attached and forms an Addendum to these minutes.

COMMENTS FROM THE PUBLIC

The Mayor welcomed comments from the public.

Tony DiBartolomeo addressed Council and questioned the increase to the administrative budget. He expressed concern of using reserves and asked that Council try to further reduce the budget and find savings versus using reserves.

Gord Freeman addressed Council and commented on the sewage costs and sought clarification of the difference in operating costs per plant.

There was discussion with municipal debt, interest rate, reserves, grants, gas tax revenue, provincial downloading and infrastructure,

Councillor Sutton moved, Councillor DiPasquale seconded:

That the report from Paul Beneteau regarding the 2011 Operations and Capital Budget be received;

And further that the public comments in connection with the Draft Operations Budget and Draft Capital Budget, 2011 be received.

The Mayor put the Motion.

Motion Carried Unanimously

ADJOURNMENT

Councillor Davies moved, Deputy Mayor Sutherland seconded:

That Council rise and adjourn at 7:38 p.m.

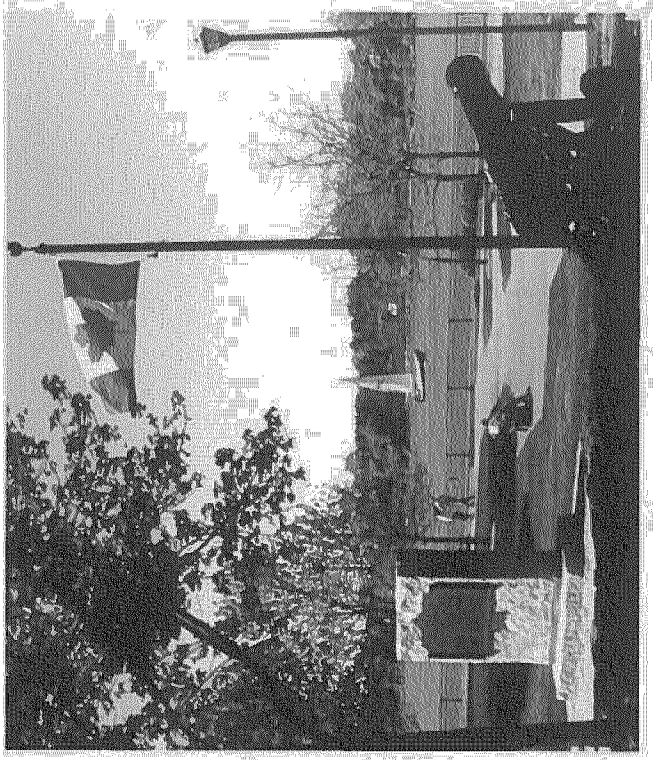
The Mayor put the Motion.

Motion Carried


MAYOR - WAYNE HURST


CLERK - BRENDA M. PERCY

2011 BUDGET



Public Information Session 2011 Operations & Capital Budget

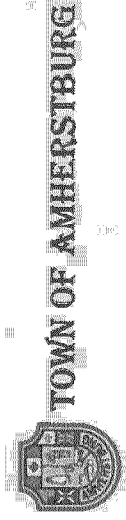
April 11, 2011



TOWN OF AMHERSTBURG

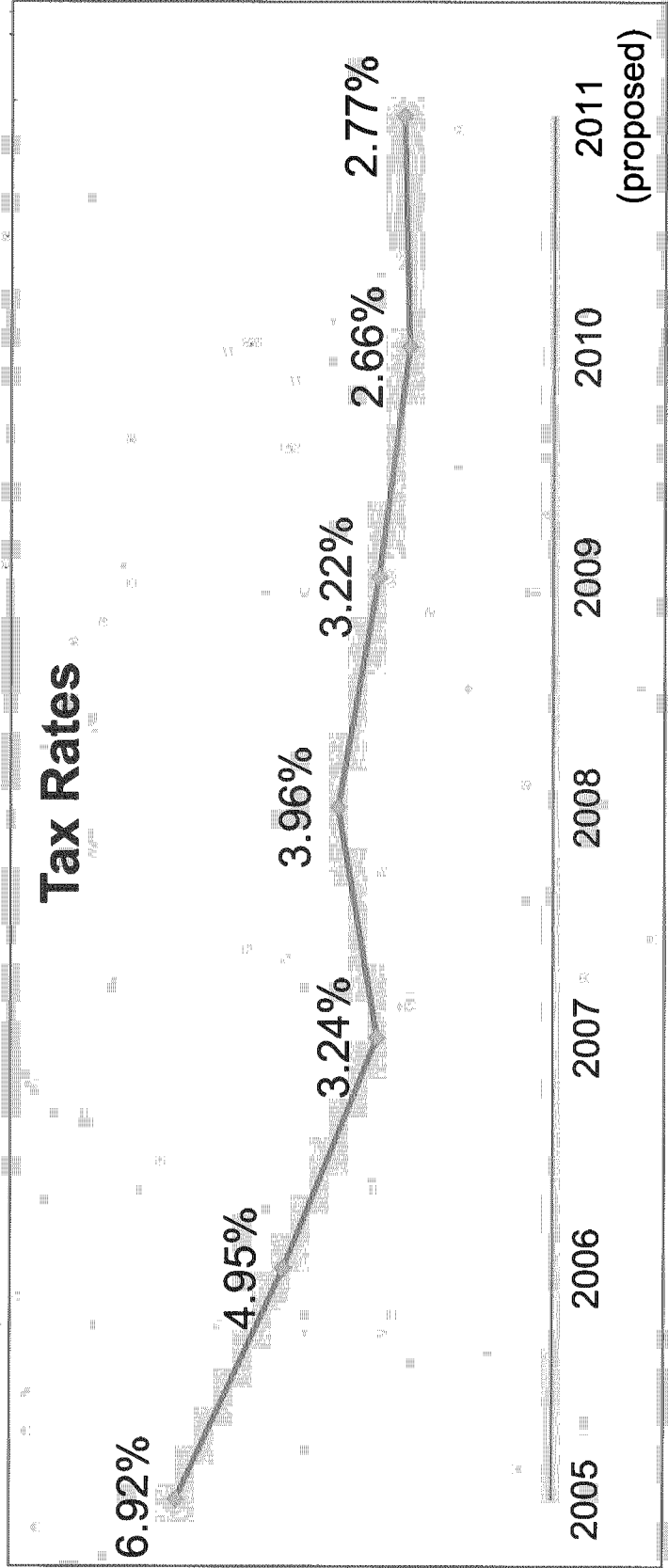
OVERVIEW

- Tax rate county wide comparison 2010
- Successes and Challenges
- Timelines, Budget Cycle and Future Dates
- Tax Rate Preview
- Operations Revenue & Expenditure
- Capital Budget



MUNICIPAL TAX RATES

Historical Tax Rate Changes



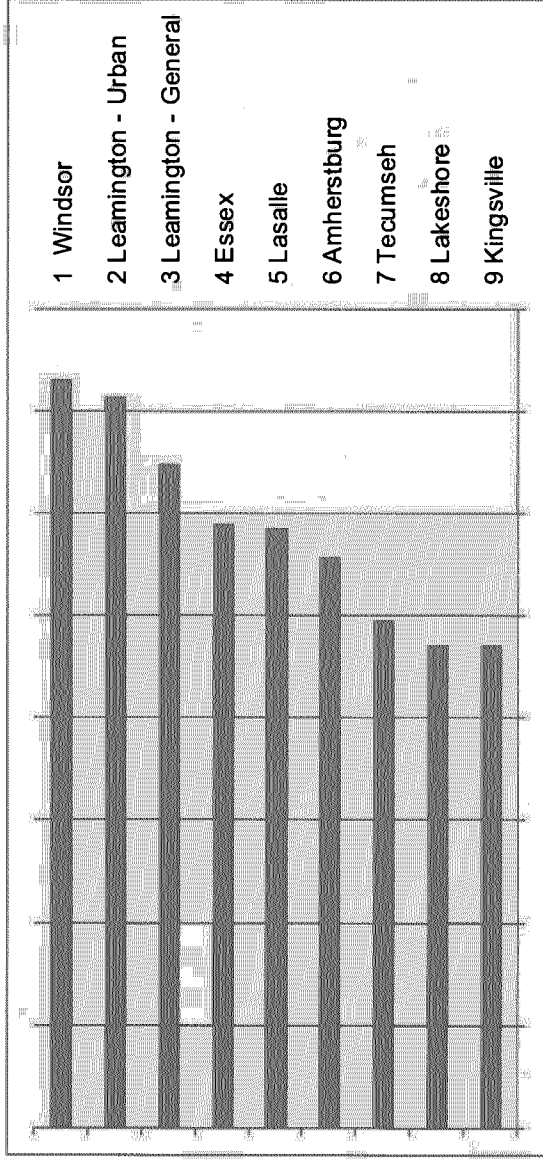
TOWN OF AMHERSTBURG

2010 County Wide Tax Rate Comparison

Ranging from Highest Taxes to Lowest Across Essex County

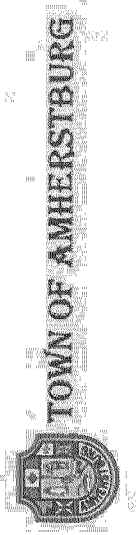
2010 Taxes based on \$200,000 Assessment

1 Windsor	3,652.28
2 Leamington - Urban	3,572.81
3 Leamington - General	3,242.26
4 Essex	2,946.80
5 Lasalle	2,931.00
6 Amherstburg	2,788.12
7 Tecumseh	2,479.16
8 Lakeshore	2,353.88
9 Kingsville	2,350.90



RECENT CAPITAL IMPROVEMENTS AND SUCCESSSES AND OPPORTUNITIES FOR 2011

1. Infrastructure Renewal in excess of \$88 million through Capital Grants of \$46,421,000 including
 - a) 2010 - United Communities Credit Union Complex (B/C/F) \$23,860,000
 - b) 2010 - Dalhousie Street Reconstruction (ISF) \$2,600,000
 - c) 2010 - Victoria Street Sewer Separation (ISF) \$1,100,000
 - d) 2010-2011 Sanitary Sewage Plant reconstruction and expansion (COMRIF) \$34,140,000
 - e) 2010 - Urban Renewal Program (CAF) \$11,835,000
 - f) 2009 - 2010 Thomas Road, Murray Street and 3rd Con. S. \$3,567,000
 - g) 2009 - Other Sanitary Sewer Separation \$8,866,000
 - h) 2011 - Construction of new Water Tower \$3,400,000
2. Increase in available services due to above
3. Recent optimistic economic forecast for growth for region
4. Recent alternative energy developments (solar and Wind)



2011 BUDGET CHALLENGES

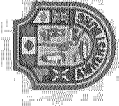
1. Regional economic recovery
2. Aging infrastructure, facilities and fleet
3. Increased cost of Insurance and benefits
4. Increased demand on Long Term Financing
5. Lack of available non-tax revenue
6. Service requirements/expectations
7. User Rate cost recovery



2011 DRAFT BUDGET

Timelines

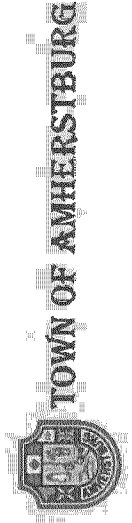
- **February 28, 2011 (Public) – New Initiatives and Operations Review**
- **March 1, 2011 (Public) – New Initiatives and Operations Review**
- **March 24, 2011 (Public) – Review of Capital Budget**
- **March 25, 2011 (Public) – Review of Capital Budget**
- **April 4, 2011 (Public) – Review Draft Operating and Capital Budgets**
- **April 11, 2011 (Public) – Public Information Session**
- **April 18, 2011 (Public) – Budget Presentation to Council**



2011 DRAFT BUDGET

DEBT PAYMENTS

DEPARTMENT	2010 BUDGET	2011 BUDGET	PRINCIPAL BALANCE
Fire	3,699	3,699	24,933
Police	88,972	0	0
P.W.	1,570,424	1,438,860	5,445,504
Parks	230,112	185,148	897,472
Arena	22,474	8,760	59,048
Library	0	0	0
Tourism	43,178	43,178	248,649
Drains	11,813	7,745	0
Tile Drain	30,698	30,699	79,919
Shoreline	1,917	5,417	2,430
Total	2,003,287	1,723,506	6,757,955



2011 DRAFT BUDGET PRELIMINARY TAX RATE BREAKDOWN

+ 2010 Operating Deficit	5.24%
+ Base Budget Expenses	12.28%
- Base Budget Revenues	-8.85%
+ Capital Budget	2.17%
- Budget Stabilization	-4.06%
- Debt Payments	-1.99%
- Increase in Assessment	<u>-2.02%</u>
Total Tax Rate Increase	<u>2.77%</u>



Town of Amherstburg Reserves

Vehicle Replacement Reserve

- Contributions of \$427,647 (2010 - \$411,815) are being made to the Equipment Reserve.

Computer Reserve

- Established to assist future computer needs of the Town.
- Contributions of \$106,923 (2010 - \$70,500) are being made to the Computer Reserve

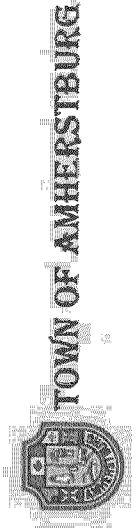


TOWN OF AMHERSTBURG

2011 Overall Tax Rate Change

	2010 Total Tax *	2011 Total Tax*	\$ Change*	Tax Rate Change
County	794.01	805.19	11.18	1.41%
Education	461.57	442.42	-19.15	-4.15%
Municipal	1,414.34	1,453.51	39.17	2.77%
Total	2,669.92	2,701.12	31.20	1.17%

* based on Single Family Dwelling with assessed value of \$191,521



TOWN OF AMHERSTBURG

General Rated Fund General Comments

- Transfer from reserves \$570,000 (tax stabilization reserves)
- Overall increase in general rated expenses of 10.6% including recreation complex
- Retiree Benefit expense increased by 20.4%
- Current employee benefit expense increased by 10%
- Insurance premium increased by 22%
- Salaries adjusted to reflect negotiated contractual agreements
- Repayment strategy to address marina deficit over 10 years @ \$54,800 / year



TOWN OF AMHERSTBURG

General Rated Operating Expenses

	2010 Budget	2011 Budget	\$ Change	% Change
COUNCIL - TOTAL EXPENSES	204,441	211,551	7,110	3.5%
CLERK'S, TREASURY & ADMINISTRATION GLOBAL	1,969,166	2,236,421	267,255	13.6%
COMMITTEES - TOTAL EXPENSES	71,127	58,147	(12,980)	-18.2%
RETIREE BENEFITS - TOTAL EXPENSES	222,500	267,790	45,290	20.4%
INFORMATION TECHNOLOGY AND GIS	354,691	376,883	22,192	6.3%
FIRE DEPARTMENT - TOTAL EXPENSES	1,303,917	1,334,318	30,401	2.3%
PROTECTIVE SERVICES - TOTAL EXPENSES	118,917	118,782	(135)	-0.1%
CROSSING GUARDS - TOTAL EXPENSES	50,488	57,430	6,943	13.8%
PUBLIC WORKS - TOTAL EXPENSES	2,867,362	3,143,357	275,995	9.6%
ENVIRONMENTAL - TOTAL EXPENSES	1,266,432	1,333,575	67,143	5.3%
CULTURAL SERVICES - TOTAL EXPENSES	62,291	56,227	(6,064)	-9.7%
TOURISM & ECONOMIC DEVELOPMENT	271,436	346,145	74,709	27.5%
RECREATION SERVICES	239,416	491,100	251,684	105.1%
PARKS & GROUNDS MAINTENANCE	723,205	1,015,971	292,766	40.5%
VICTORIA ST. ARENA	591,943	21,800	(570,143)	-96.3%
UCCU COMPLEX	-	1,219,244	1,219,244	
DEVELOPMENT SERVICES - TOTAL EXPENSES	1,071,836	782,435	(289,401)	-27.0%
SUBTOTAL OF DEPARTMENTAL EXPENSES	11,389,168	13,071,176	1,682,008	14.8%
POLICE DEPARTMENT - OPERATING EXPENSES	4,869,270	4,909,717	40,447	0.8%
TOTAL DEPARTMENTAL EXPENSES	16,258,438	17,980,893	1,722,455	10.6%



TOWN OF AMHERSTBURG

TOWN OF AMHERSTBURG

General Rated Operating Revenues

	2010 Budget	2011 Budget	\$ Change	% Change
ADMINISTRATION REVENUES	(353,928)	(435,745)	(81,817)	23.1%
COMMUNITY SPIRIT COMMITTEE	(36,728)	(28,028)	8,700	-23.7%
FIRE DEPARTMENT REVENUES	(500)	(3,500)	(3,000)	600.0%
PROTECTIVE SERVICES REVENUES	(15,000)	(14,000)	1,000	-6.7%
PUBLIC WORKS REVENUE	(701,050)	(699,467)	1,583	-0.2%
CULTURAL SERVICES REVENUES	(19,000)	(6,000)	13,000	-68.4%
T & E - VISITOR INFORMATION CENTRE	(4,000)	(86,479)	(82,479)	2062.0%
T & E - SPECIAL EVENTS	(6,000)	(6,405)	(405)	6.8%
T & E - ECONOMIC DEVELOPMENT	(11,000)	(1,000)	10,000	-90.9%
RECREATION SERVICES REVENUE	(41,120)	(82,700)	(41,580)	101.1%
PARKS & GROUNDS REVENUE	(2,000)	(14,250)	(12,250)	612.5%
AMHERSTBURG ARENA REVENUES	(354,750)	-	354,750	-100.0%
UCCU COMPLEX REVENUES	-	(1,239,800)	(1,239,800)	
DEVELOPMENT SERVICES - PLANNING REVENUES	(105,294)	(45,000)	60,294	-57.3%
DEVELOPMENT SERVICES - BUILDING REVENUES	(431,964)	(382,000)	49,964	-11.6%
DEVELOPMENT SERVICES - BYLAW ENFORCEMENT REVE	(11,500)	(14,600)	(3,100)	27.0%
POLICE DEPARTMENT REVENUES	(279,000)	(333,000)	(54,000)	19.4%
	-2,372,834	-3,391,974	-1,019,140	43.0%

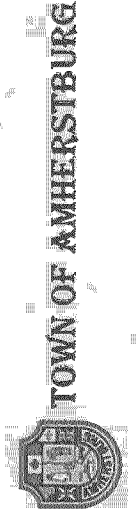


TOWN OF AMHERSTBURG

TOWN OF AMHERSTBURG

General Rated Operating Revenues

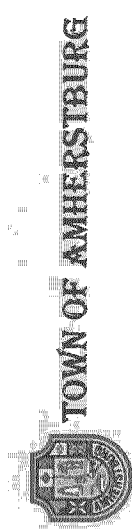
	2010 Budget	2011 Budget	\$ Change	% Change
TOTAL GRANTS IN LIEU	(106,000)	(82,000)	24,000	-22.6%
TOTAL OTHER GRANTS	(829,166)	(915,300)	(86,134)	10.4%
PENALTIES & INTEREST ON TAXES	(425,000)	(550,000)	(125,000)	29.4%
TOTAL INVESTMENT INCOME	(105,500)	(306,478)	(200,978)	190.5%
TOTAL OTHER INCOME	(446,501)	(280,672)	165,829	-37.1%
TOTAL NON-DEPARTMENTAL REVENUE	(1,912,167)	(2,134,450)	(222,283)	11.6%



TOWN OF AMHERSTBURG

Water Department Operating Budget

	2010	2011	
WATER			
Wages and Benefits	950,068	1,004,186	6%
Staff Expenses	46,000	42,000	-9%
Office Expenses	42,700	32,700	-23%
Building Expenses	385,000	390,446	1%
Professional & Consulting Fees	92,971	87,806	-6%
Equipment, Vehicles & Collection Expenses	252,000	252,000	0%
Contract Services	802,534	768,676	-4%
Watermain & Hydrant Maintenance	345,500	341,500	-1%
Inspections & Programs	113,000	83,000	-27%
Transfers to Reserves	45,058	45,058	0%
	3,074,831	3,047,372	-1%

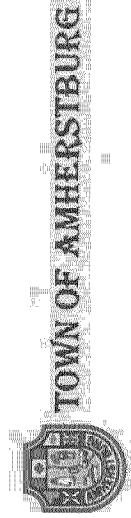


TOWN OF AMHERSTBURG

Wastewater Operating Budget

	2010	2011	
WASTEWATER			
Sanitary Sewer Collection System	982,353	1,014,583	3%
Amherstburg Sanitary Sewer Treatment System	750,060	745,653	-1%
McGregor Sewage Lagoon	173,344	181,739	5%
Edgewater Sewage System	186,660	194,731	4%
Big Creek Sewage System	92,900	97,511	5%
McLeod Sewage System	220,220	231,033	5%
Boblo Island Sewage System	84,370	86,170	2%

2,489,907 **2,528,785** **2%**



TOWN OF AMHERSTBURG

2011 Capital Budget Summary by Department

	2010 BUDGET	2011 BUDGET	COMMENTS
ADMIN	8,000	49,718	Management System, renovations
I.T.	44,850	0	
FIRE	432,777	35,000	Vehicles
POLICE	142,500	112,000	Vehicles
RECREATION	23,751,087	553,000	Equipment, vehicles, fencing, fountain
TOURISM	0	78,000	Beautification
P.W.	15,127,000	1,557,195	Roadwork, equipment
PARKS	155,000	0	
WATER	2,579,400	2,727,650	
WASTEWATER	23,097,600	13,193,850	
TOTAL CAPITAL	65,338,214	18,306,413	



TOWN OF AMHERSTBURG

TOWN OF AMHERSTBURG

2011 GENERAL RATED Capital Budget

SOURCES OF FINANCING

\$2,384,913

2011 GENERAL TAX RATED CAPITAL

FUNDING SOURCES

Cost sharing / Subsidy

\$692,892

Development Charges

0

Other

312,000

Current Tax Rate Revenue

603,021

Reserves

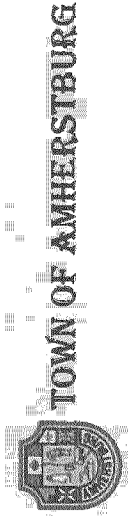
277,000

Debentures

500,000

TOTAL REVENUE SOURCES

\$2,384,913



TOWN OF AMHERSTBURG

2011 Water Capital Budget

SOURCES OF FINANCING

2011 WATER CAPITAL

\$2,727,650

FUNDING SOURCES

Cost sharing / Subsidy

\$20,000

Development Charges

\$200,000

Current Tax Rate Revenue

\$143,000

Debentures

\$2,364,650

TOTAL REVENUE SOURCES

\$2,384,913



TOWN OF AMHERSTBURG

TOWN OF AMHERSTBURG

2011 Wastewater Capital Budget

SOURCES OF FINANCING

\$13,193,850

2011 GENERAL TAX RATED CAPITAL

FUNDING SOURCES

Cost sharing / Subsidy

0

Development Charges

619,200

Other

276,000

Current Tax Rate Revenue

72,500

Reserves

277,000

Debentures

12,226,150

TOTAL REVENUE SOURCES

\$13,193,850



TOWN OF AMHERSTBURG

2011 DRAFT BUDGET

The end of the presentation.



TOWN OF AMHERSTBURG