



**SPECIAL MEETING OF COUNCIL  
MINUTES**

**Wednesday, January 12, 2022**

**9:00 AM**

**Council Chambers**

**2021 Division Road N**

**Kingsville, Ontario N9Y 2Y9**

Members of Council	Mayor Nelson Santos Deputy Mayor Gord Queen Councillor Kimberly DeYong Councillor Tony Gaffan Councillor Laura Lucier Councillor Thomas Neufeld Councillor Larry Patterson
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Members of Administration	Town Clerk, Paula Parker CAO, John Norton
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**A. CALL TO ORDER**

Mayor Santos called the Special Meeting to order at 9:03 a.m. All Members were present and participated in the meeting from remote locations.

**B. DISCLOSURE OF PECUNIARY INTEREST**

There were no disclosures of interest. Mayor Santos reminded Council that any declaration is to be made prior to each item being discussed and to identify the nature of the conflict, if any, as the agenda items come forward.

**C. STAFF REPORTS**

**1. 2022 Municipal Budget – Executive Summary**

R. McLeod, Director of Financial and IT Services provided an overview of the Report, which was previously presented to Council at its January 10, 2022 Regular Meeting and fielded questions of Council.

**7-2022**

Moved by Deputy Mayor Gord Queen  
Seconded by Councillor Tony Gaffan

**That Council receives the 2022 Municipal Budget Executive Summary Report of Director of Financial and IT Services R. McLeod.**

**CARRIED**

**2. Water and Wastewater Billing Supervisor**

The Director of Financial and IT Services provided an overview of the report.

The Town Clerk clarified that Administration's recommendation for consideration of a position provides an opportunity for Council to discuss the positions in depth and add them to the municipal budget for consideration during each budget centre discussion.

**8-2022**

Moved by Councillor Kimberly DeYong  
Seconded by Deputy Mayor Gord Queen

**1. That the consideration of a Water and Wastewater Billing Supervisor position BE DEFERRED to 2023.**

**LOST**

**9-2022**

Moved by Councillor Larry Patterson

Seconded by Councillor Thomas Neufeld

**That a Water and Wastewater Billing Supervisor BE APPROVED in the 2022 Municipal Budget with a commencement date of no earlier than June 2022.**

	<b>YEA</b>	<b>NAY</b>	<b>ABSTAIN</b>
Mayor Nelson Santos	X		
Deputy Mayor Gord Queen		X	
Councillor Kimberly DeYong		X	
Councillor Tony Gaffan	X		
Councillor Laura Lucier		X	
Councillor Thomas Neufeld	X		
Councillor Larry Patterson	X		
<b>Results</b>	<b>4</b>	<b>3</b>	<b>0</b>

**CARRIED**

**10-2022**

Moved by Councillor Laura Lucier

Seconded by Councillor Thomas Neufeld

**That Council RECEIVE the balance of the Report of Director of Financial and IT Services R. McLeod RE: Water and Wastewater Billing Supervisor.**

**CARRIED**

**3. Building and Planning Technician**

The Director of Community and Development Services, provided an overview of the report.

**11-2022**

Moved by Deputy Mayor Gord Queen

Seconded by Councillor Kimberly DeYong

1. **That a new Building and Planning Technician BE CONSIDERED as a part of the 2022 Municipal Budget.**

**CARRIED**

**4. Fire Prevention Officer**

The Fire Chief provided an overview of the report.

**12-2022**

Moved by Deputy Mayor Gord Queen

Seconded by Councillor Laura Lucier

1. **That a second Fire Prevention Officer BE CONSIDERED as a part of the 2022 Municipal Budget.**

**CARRIED**

**5. Infrastructure and Engineering Staffing Requests**

The Director of Infrastructure and Engineering and the Manager of Public Works and Environmental Services provided an overview of the report.

Mayor Santos, upon the request of Deputy Mayor Queen, divided the question.

**13-2022**

Moved by Deputy Mayor Gord Queen

Seconded by Councillor Larry Patterson

- That two (2) full-time Public Works Operators BE CONSIDERED as part of 2022 Municipal Budget.**

**CARRIED**

S. Martinho, Manager of Public Works and Environmental Services, presented the report in connection with the Environmental Services position.

**14-2022**

Moved by Deputy Mayor Gord Queen

Seconded by Councillor Kimberly DeYong

**That a sixth permanent full-time Environmental Services position BE  
CONSIDERED as part of the 2022 Municipal Budget.**

**CARRIED**

Mayor Santos called for a brief recess at 10:49 a.m. and the meeting reconvened at 11:00 a.m.

**6. Engineering Technician**

The Manager of Engineering provided an overview of the report.

**15-2022**

Moved by Councillor Larry Patterson

Seconded by Deputy Mayor Gord Queen

**1. That an Engineering Technician BE CONSIDERED as a part of the 2022  
Municipal Budget**

**CARRIED**

**7. Programs and Events Assistant**

The Director of Community and Development Services provided an overview of the report.

**16-2022**

Moved by Deputy Mayor Gord Queen

Seconded by Councillor Laura Lucier

**1. That a Program and Events Assistant BE CONSIDERED as part of the  
2022 Municipal Budget.**

**CARRIED**

**8. Additional Staffing Request Human Resources Assistant**

The Manager of Human Resources provided an overview of the report.

**17-2022**

Moved by Deputy Mayor Gord Queen  
Seconded by Councillor Kimberly DeYong

1. **That a Human Resources Assistant BE CONSIDERED as a part of the 2023 Municipal Budget.**

**LOST**

**18-2022**

Moved by Deputy Mayor Gord Queen  
Seconded by Councillor Laura Lucier

**That a Human Resources Assistant BE CONSIDERED as a part of the 2022 Municipal Budget.**

**CARRIED**

**9. Economic Development & Tourism Officer**

The CAO provided an overview of the report.

**19-2022**

Moved by Deputy Mayor Gord Queen  
Seconded by Councillor Kimberly DeYong

1. **That an Economic Development & Tourism Officer position BE DEFERRED for consideration as part of the 2023 Municipal Budget.**

**LOST**

**20-2022**

Moved by Councillor Kimberly DeYong  
Seconded by Councillor Laura Lucier

**That an Economic Development & Tourism Officer BE CONSIDERED as a part of the 2022 Municipal Budget.**

**CARRIED**

Mayor Santos called for a lunch recess at 12:21 p.m. and the meeting reconvened at 1:15 p.m.

**D. BUDGET DELIBERATIONS**

**1. Operating and Capital Budgets**

**a. Council - page 11**

The Director of Financial and IT Services presented the Council budget.

**21-2022**

Moved by Deputy Mayor Gord Queen

Seconded by Councillor Larry Patterson

**That Council:**

- 1. Approves the Council Budget; and**
- 2. Council directs that Administration rename line item 01-110-099-60300 to 'Mayor and Town's Promotional'.**

**CARRIED**

**b. General Administration - page 12**

The Director of Financial and IT Services presented the General Administration budget.

**22-2022**

Moved by Councillor Thomas Neufeld

Seconded by Councillor Laura Lucier

**That Council approves an amendment to the 2022 General Administration Operating Budget to reflect a Human Resource Assistant position for a period of nine months in a part-time role with an upset limit of 20 hours.**

**CARRIED**

**23-2022**

Moved by Councillor Laura Lucier

Seconded by Councillor Kimberly DeYong

**That Council under Subsection 239(2)(b) of the *Municipal Act, 2001* [personal matters about an identifiable individual, including municipal employees) enter into closed session to address an item pertaining to personal matters about an identifiable individual.**

**CARRIED**

Upon rising from Closed Session at 2:18 p.m. the Regular Meeting resumed in open session and Mayor Santos reported that Council had entered into closed session to address an item pertaining to personal matters about an identifiable individual, and that Council provided detailed direction to Administration.

**24-2022**

Moved by Councillor Kimberly DeYong  
Seconded by Councillor Tony Gaffan

**That Council approves the General Administration Operating Budget, save and except the Donations and Grants line item 01-112-200-60390.**

**CARRIED**

Donations and grants will be presented at the Special Budget meeting to be held on January 19, 2022.

**25-2022**

Moved by Councillor Kimberly DeYong  
Seconded by Councillor Thomas Neufeld

**That Council approves the Accessibility Advisory Committee Budget.**

**CARRIED**

**26-2022**

Moved by Councillor Kimberly DeYong  
Seconded by Councillor Thomas Neufeld

**That Council approves the General Administration capital budget.**

**CARRIED**

**c. Information Technology - page 14**

The Manager of Information Technology presented the Information Technology budget.



**27-2022**

Moved by Councillor Larry Patterson  
Seconded by Councillor Kimberly DeYong

**That Council approves the Information Technology Operating Budget.**

**CARRIED**

**28-2022**

Moved by Deputy Mayor Gord Queen  
Seconded by Councillor Larry Patterson

**That Council approves the Information Technology Capital Budget.**

**CARRIED**

**d. Animal Control - page 15**

The Deputy Clerk-Administrative Services presented the Animal Control Budget.

**29-2022**

Moved by Councillor Tony Gaffan  
Seconded by Councillor Thomas Neufeld

**That Council approves the Animal Control Operating Budget.**

**CARRIED**

**e. Fire - page 16**

The Fire Chief presented the Fire Department budget.

**30-2022**

Moved by Councillor Kimberly DeYong  
Seconded by Deputy Mayor Gord Queen

**That Council directs that Administration remove the Fire Department revenue line item Burn Permits - Agricultural and Residential, and further that Fire Training operational budget line item 01-121-072-60118 be reduced by \$10,000.00.**

**CARRIED**

**31-2022**

Moved by Deputy Mayor Gord Queen  
Seconded by Councillor Kimberly DeYong

**That Council directs that the Fire Prevention Officer position be amended to a nine-month position in 2022 commencing April 1, 2022.**

**CARRIED**

**32-2022**

Moved by Deputy Mayor Gord Queen  
Seconded by Councillor Laura Lucier

**That the Fire Department operating revenue line Fire Inspection Fees be reduced by \$30,000.00.**

**CARRIED**

**33-2022**

Moved by Councillor Laura Lucier  
Seconded by Councillor Larry Patterson

**That Council approves the Fire Department Operating budget, as amended.**

**CARRIED**

**34-2022**

Moved by Councillor Larry Patterson  
Seconded by Deputy Mayor Gord Queen

**That Council approves the Fire Department Capital budget.**

**CARRIED**

At 3:35 p.m. Mayor Santos called for a brief recess and the meeting reconvened at 3:47 p.m.

**f. Police - page 18**

The Deputy Clerk-Administrative Services presented the Police budget.

**35-2022**

Moved by Deputy Mayor Gord Queen

Seconded by Councillor Tony Gaffan

**That Council approves the Police Department operating and capital Budget.**

**CARRIED**

**g. Building - page 19**

The Chief Building Official presented the Building and By-law Enforcement budget.

**36-2022**

Moved by Councillor Larry Patterson

Seconded by Deputy Mayor Gord Queen

**That Council approves the Building and By-law Enforcement operations budget.**

**CARRIED**

**37-2022**

Moved by Deputy Mayor Gord Queen

Seconded by Councillor Thomas Neufeld

**That Council approves the Building and By-law Enforcement capital budget.**

**CARRIED**

**h. Public Works - page 20**

The Manager of Public Works and Environmental Services provided an overview of the Public Works operational budget.

**38-2022**

Moved by Councillor Laura Lucier

Seconded by Deputy Mayor Gord Queen

**That Council directs that Public Works operating budget line Salaries-Overtime (01-130-072-60103) be reduced to \$50,000.00.**

**CARRIED**

**39-2022**

Moved by Councillor Thomas Neufeld

Seconded by Councillor Tony Gaffan

**That Council directs that Public Works operating budget line item Winter Control (01-130-122-60420) be reduced by \$20,000.00.**

**CARRIED**

**40-2022**

Moved by Councillor Kimberly DeYong

Seconded by Councillor Tony Gaffan

**That Council DENY one full time Public Works operator for 2022 and DIRECT Administration to bring the Public Works operator position back to the 2023 Municipal Budget deliberations for consideration.**

**CARRIED**

**41-2022**

Moved by Councillor Tony Gaffan

Seconded by Councillor Thomas Neufeld

**That Council APPROVE one Public Works Operator union position for ten (10) months, rather than nine (9) months in 2022.**

**CARRIED**

**42-2022**

Moved by Councillor Laura Lucier  
Seconded by Deputy Mayor Gord Queen

**That Council approve the Public Works operational budget, as amended.**

**CARRIED**

The Manager of Engineering provided an overview of the Public Works capital budget.

**43-2022**

Moved by Councillor Laura Lucier  
Seconded by Councillor Tony Gaffan

**That Council approve the Public Works capital carryover of PW-2020-1, PW-2021-1, PW-2021-7, PW-2021-9, and PW-2021-10.**

**CARRIED**

**44-2022**

Moved by Councillor Thomas Neufeld  
Seconded by Councillor Laura Lucier

**That Council approves the Public Works capital Road Program project PW-2022-1.**

**CARRIED**

**45-2022**

Moved by Councillor Kimberly DeYong  
Seconded by Councillor Larry Patterson

**That Council approves the Public Works capital Road Program project numbers PW-2022-2, PW-2022-3, PW-2022-4, PW-2022-5, PW-2022-6, PW-2022-7, PW-2022-8, PW-2022-9, PW-2022-10, and PW-2022-11.**

**CARRIED**

**46-2022**

Moved by Councillor Tony Gaffan

Seconded by Deputy Mayor Gord Queen

**That Council approves Public Works capital project PW-2022-12.**

**CARRIED**

**47-2022**

Moved by Deputy Mayor Gord Queen

Seconded by Councillor Kimberly DeYong

**That Council approves the Public Works capital project PW-2022-13.**

	<b>YEA</b>	<b>NAY</b>	<b>ABSTAIN</b>
Mayor Nelson Santos	X		
Deputy Mayor Gord Queen	X		
Councillor Kimberly DeYong	X		
Councillor Tony Gaffan	X		
Councillor Laura Lucier	X		
Councillor Thomas Neufeld	X		
Councillor Larry Patterson		X	
<b>Results</b>	<b>6</b>	<b>1</b>	<b>0</b>

**CARRIED**

**48-2022**

Moved by Councillor Larry Patterson

Seconded by Deputy Mayor Gord Queen

**That Council approves Public Works capital projects PW-2022-14, PW-2022-15 and PW-2022-16.**

**CARRIED**

**49-2022**

Moved by Deputy Mayor Gord Queen

Seconded by Councillor Laura Lucier

**That Council approves Public Works capital project PW-2022-17.**

**CARRIED**

**50-2022**

Moved by Councillor Laura Lucier

Seconded by Deputy Mayor Gord Queen

**That Council approves Public Works capital project PW-2022-18.**

**CARRIED**

**51-2022**

Moved by Councillor Kimberly DeYong

Seconded by Councillor Tony Gaffan

**That Council approves Public Works capital projects PW-2022-19, PW-2022-20 and PW-2022-21.**

**CARRIED**

**52-2022**

Moved by Councillor Laura Lucier

Seconded by Deputy Mayor Gord Queen

**That Council approves the Public Works capital project PW-2022-22.**

**CARRIED**

**53-2022**

Moved by Councillor Kimberly DeYong

Seconded by Councillor Larry Patterson

**That Council approves Public Works capital items PW-2022-23, PW-2022-24, PW-2022-25, PW-2022-26 and PW-2021-12.**

**CARRIED**

At the completion of the Public Works budget presentation, Mayor Santos indicated that the time scheduled for today's meeting had been exceeded and the next Special Meeting of Council for the purpose of budget deliberations is scheduled for Wednesday, January 19, 2022 commencing at 10:30 a.m. The remainder of the items listed on the January 12, 2022 agenda would be heard at that time.

**E. ADJOURNMENT**

**54-2022**

Moved by Councillor Larry Patterson

Seconded by Councillor Laura Lucier

**That Council adjourns this Special Meeting at 5:07 p.m.**

**CARRIED**