



MINUTES
MUNICIPALITY OF THAMES CENTRE
SPECIAL COUNCIL MEETING

December 11, 2023, 9:00 A.M.
Municipal Office - Council Chambers
4305 Hamilton Road, Dorchester, ON

Members Present: Mayor McMillan
Councillor Heeman
Councillor Crockett
Councillor Lockie

Members Absent: Deputy Mayor Smibert

Staff Present: D. Barrick, Chief Administrative Officer
J. Craven, Director of Public Works
M. Bancroft, Director of Planning & Development Services
N. Dorken, Director of Fire & Emergency Services/Fire Chief
S. MacDonald, Director of Community Services & Facilities
S. Henshaw, Interim Clerk
J. Nethercott, Interim Deputy Clerk
E. Schinbein, Director of Financial Services/Treasurer
N. Bowery, Financial Analyst/Purchasing Officer
S. Zylstra, Communications Coordinator
A. Storrey, Development Services Supervisor

1. CALL TO ORDER

Mayor McMillan called the meeting to order at 9:02 a.m.

2. ADDITIONS TO AGENDA

The Interim Clerk advised that the agenda was amended to include the addition of Report CAO-019-23 - FlightExec Renovation Capital Project - Financing Update (Agenda Item 6.2).

3. DISCLOSURE OF PECUNIARY INTEREST

No disclosures of pecuniary interest.

4. CONSENT AGENDA

4.1 St. Mary's and Area Mobility Services - Request for Financial Support

Resolution: 393-2023

Moved by: C. Crockett

Seconded by: D. Lockie

THAT Consent Agenda Item 4.1 be received for information.

Carried.

5. PRESENTATIONS

5.1 Department Presentations

D. Barrick, Chief Administrative Officer provided Council a presentation on a corporate overview of the Thames Centre proposed 2024 operating and capital budgets. The presentation included an overview of the budget process, outcome of the budget survey, alignment with the Strategic Plan, the breakdown of property tax distribution and municipal long term debt.

D. Barrick, Chief Administrative Officer provided Council a presentation on Council and the Office of the CAO's department overviews, 2024 Operating Budget and initiatives.

Council inquired about the reporting should source water protection inspections be contracted to Upper Thames River Conservation Authority and the conservation authorities levy increase.

The Interim Clerk provided a presentation regarding an overview of the Legislative Services department overview, 2024 Operating Budget and initiatives.

Council had some clarification questions, which were answered by the Finance Department.

The Director of Financial Services/Treasurer and Financial Analyst/Purchasing Officer provided a presentation regarding an overview of the Finance Department, 2024 Operating Budget and initiatives. The Financial Analyst/Purchasing Officer provided a demonstration of the Open Book addition to the website.

Council had some clarification questions that were answered.

Councillor Crockett left the meeting at 9:53 a.m.

Councillor Crockett returned to the meeting at 9:56 a.m.

The Director of Fire and Emergency Services/Fire Chief provided a presentation regarding an overview of the Fire and Emergency Services department, 2024 Operating Budget and initiatives.

Council had some clarification questions that were answered.

The Director of Planning and Development Services provided a presentation regarding an overview of the Planning and Development Services department, 2024 Operating Budget and initiatives.

Council had some clarification questions that were answered.

Council recessed at 10:23 a.m. and reconvened at 10:36 a.m.

The Director of Public Works provided a presentation regarding an overview of the Public Works department, 2024 Operating Budget and initiatives. Director Craven stated that the following initiatives shown on the slides have been deferred from Capital Budget:

- Rebecca Road – Redesign (replaced with Dorchester Road Upgrades)
- Caterpillar Landfill Compactor
- New Ford 4x2

The following staff members from the Public Works department were also in attendance for this presentation:

- Engineering Technologist
- Transportation Superintendent
- Environmental Services Superintendent

Council had some clarification questions that were answered.

Council inquired about the lighting upgrades to the Agnes Street and King Street intersection and staff committed to follow-up.

The Director of Community Services and Facilities provided a presentation regarding an overview of the Community Services and Facilities department, 2024 Operating Budget and initiatives.

Council had some clarification questions that were answered.

Council inquired about the work completed on the Railway Trail Extension out of the 2023 budget and staff committed to follow-up.

Council recessed for at 11:38 a.m. and reconvened at 12:34 p.m.

Resolution: 394-2023

Moved by: C. Crockett

Seconded by: T. Heeman

THAT the Department Presentations be received for information.

Carried.

6. BUDGET DELIBERATIONS

6.1 CAO-018-23 - Proposed Operating and Capital Budget 2024

Resolution: 395-2023

Moved by: D. Lockie

Seconded by: T. Heeman

THAT Council has separate discussions on each line item;

AND THAT the "2024 Proposed Operating Budget be approved in principle, as presented, including a tax levy of increase of 1.4%" be left to the end of the discussion in case there are any changes to the budget that may impact that levy increase.

Carried.

Council asked some clarification questions regarding wastewater/water the Capital Budget and answers were provided by Staff and Nancy Neale, of Watson & Associates Economists Ltd., who was in attendance remotely.

Council asked some clarification questions regarding the Capital Budget and Staff provided answers.

CAO, D. Barrick reported that staff have done some additional research and that the OMPF funding will be higher than initially budgeted in 2024, which increases the revenues approximately \$143,000 for Council's consideration.

Resolution: 396-2023

Moved by: C. Crockett

Seconded by: T. Heeman

THAT Report No. CAO-018-23 be received for information;

AND THAT the 2024 Proposed Capital Budget of \$9,237,797 be approved in principle, as presented;

AND THAT \$25,000 of the Ontario Municipal Partnership Fund (OMPF) funding be allocated towards the Recreation Park Signage Upgrade.

Carried.

Resolution: 397-2023

Moved by: D. Lockie

Seconded by: T. Heeman

THAT a Capital Infrastructure Levy of 1% be approved;

AND THAT the remainder of the Ontario Municipal Partnership Fund (OMPF) funding be allocated to the 1% Capital Infrastructure Levy.

Carried.

Council asked some clarification questions regarding the proposed Community Grant Program, which were answered by Staff.

Resolution: 398-2023

Moved by: C. Crockett

Seconded by: T. Heeman

THAT Council establish a Community Grants program for 2024 with the London Children's Museum request to be referred to that process, once initiated;

AND THAT staff bring back a report to outline the community grants process, and with respect to ongoing requests pertaining to the West Missouri Non-Profit Seniors' Complex and the Thorndale Medical Centre.

Carried.

Resolution: 399-2023

Moved by: T. Heeman

Seconded by: D. Lockie

THAT staff be authorized to utilize Legal and Insurance reserve accounts, for their intended purposes throughout the year, if necessary.

Carried.

Council asked some clarification questions regarding the proposed 2024 Water and Wastewater Rates. The Chief Administrative Officer and Director of Financial Services /Treasurer answered Council's questions.

There was some discussion regarding the wording of the motion.

Councillor Heeman called a Point of Order.

The Deputy Clerk confirmed the motion on the floor.

There was some discussion.

Resolution: 400-2023

Moved by: D. Lockie

Seconded by: T. Heeman

THAT staff be directed to ensure that interest earned on the reserves for both Water and Wastewater be allocated back to the Water and Wastewater departments;
AND THAT the interest goes back into the line item for reserves for future years.

Carried.

There was some discussion regarding the proposed 2024 Water and Wastewater Rates.

Council inquired on potential penalties of not following the 2020 Water and Wastewater Rate Study recommendations. The Director of Public Works answered Council's question.

There was some discussion regarding the wording of the motion.

Moved by: D. Lockie

Seconded by: T. Heeman

THAT the Proposed 2024 Wastewater Rates be decreased by 2.5%.

Councillor Lockie withdrew her motion following some discussion.

Resolution: 401-2023

Moved by: T. Heeman

Seconded by: C. Crockett

THAT staff temporarily freeze the Proposed 2024 Water and Wastewater Rates to 0% for both rates.

Carried.

Council asked some clarification questions regarding the Operation Budget. The Chief Administrative Officer answered Council's questions.

Resolution: 402-2023

Moved by: T. Heeman

Seconded by: C. Crockett

THAT the 2024 Proposed Operating Budget be approved in principle, as presented, including a tax levy of increase of 1.4%;

AND THAT the remaining funds from the Ontario Municipal Partnership Fund (OMPF) be allocated to the 1% Capital Infrastructure Levy;

AND THAT staff be directed to prepare the necessary Budget By-law for the first regular meeting of Council in 2024.

Carried.

6.2 CAO-019-23 - FlightExec Renovation Capital Project - Financing Update

Council asked some clarification questions, which were answered by Staff.

Resolution: 403-2023

Moved by: C. Crockett

Seconded by: D. Lockie

THAT Report No. Report CAO-019-23 be received for information;

AND THAT the 2024 tax levy be increased by an additional 2.0% to phase

in the future impact of debt financing repayments associated with the FlightExec renovation capital project.

Carried.

7. MEETING SCHEDULE

Monday, December 11, 2023 at 5:00 p.m. - Regular Meeting
Tuesday, December 12, 2023 at 9:00 a.m. - Special Budget Meeting (if needed)

Resolution: 404-2023

Moved by: T. Heeman

Seconded by: D. Lockie

THAT the Special Meeting of Council scheduled for Tuesday, December 12, 2023 at 9:00 a.m. be cancelled;

AND THAT the Interim Clerk post this change on the municipal website.

Carried.

8. CONFIRMATORY BY-LAW

8.1 By-law 123-2023 - Confirmatory By-law

Resolution: 405-2023

Moved by: T. Heeman

Seconded by: C. Crockett

THAT By-law 123-2023, being the Confirmatory By-law, be approved.

Carried.

9. ADJOURNMENT

Resolution: 406-2023

Moved by: T. Heeman

Seconded by: D. Lockie

RESOLVED THAT the meeting adjourn at 2:25 p.m.

Carried.

S. McMillan, Mayor

S. Henshaw, Interim Clerk