



## **Essex County Council Regular Meeting Minutes**

**Wednesday, January 16, 2019**

**4:00 PM**

**Council Chambers, 2nd Floor**

**360 Fairview Avenue West**

**Essex, Ontario N8M 1Y6**

**519-776-6441, ext. 1335**

- Council:
- Gary McNamara, Warden, Mayor, Town of Tecumseh
  - Joe Bachetti, Deputy Mayor, Town of Tecumseh
  - Tracey Bailey, Deputy Mayor, Town of Lakeshore
  - Tom Bain, Mayor, Town of Lakeshore
  - Marc Bondy, Mayor, Town of LaSalle
  - Morley Bowman, Alternate County Councillor, Town of Essex
  - Aldo DiCarlo, Mayor, Town of Amherstburg
  - Hilda MacDonald, Deputy Mayor, Municipality of Leamington
  - Crystal Meloche, Deputy Mayor, Town of LaSalle
  - Leo Meloche, Deputy Mayor, Town of Amherstburg
  - Nelson Santos, Mayor, Town of Kingsville
  - Gord Queen, Deputy Mayor, Town of Kingsville
  - Larry Snively, Mayor, Town of Essex
  - Larry Verbeke, Deputy Mayor, Municipality of Leamington
- Absent:
- Richard Meloche, Deputy Mayor, Town of Essex
- Administration:
- Mary Birch, Director of Council & Community Services/Clerk
  - Paula Beattie, Manager of Budget and Administration
  - Jayne Brooks Keller, Director of Nursing, Sun Parlor Home
  - Jeanie Diamond Francis, Community Services Coordinator
  - Danielle Dunlop, Administrative Assistant to the Chief of EWEMS
  - Robin Greenall, CEO/Chief Librarian, Essex County Library
  - Bruce Krauter, Chief, Essex Windsor EMS
  - Rob Maisonville, Chief Administrative Officer
  - Jane Mustac, Director of Infrastructure Services/County Engineer
  - Greg Schlosser, Director Human Resources
  - Renée Trombley, Manager Corporate Communications and Accessibility
  - Sandra Zwiers, Director of Financial Services/Treasurer

**1. Closed Meeting**

There was no Closed Meeting scheduled for January 16, 2019.

**2. Moment of Reflection**

**3. Singing of 'O Canada'**

**4. Recording of Attendance**

Warden McNamara noted that Deputy Mayor Richard Meloche was absent and that the Alternate Member for the Town of Essex, Mr. Morley Bowman was attending in his place. Mayor Nelson Santos arrived at 4:15 PM. All other members of County Council were in attendance.

**5. Disclosure of Pecuniary Interest**

There were no conflicts of pecuniary interest declared.

**6. Adoption of Regular Meeting Minutes**

**1-2019**

**Moved By** Larry Verbeke

**Seconded By** Tom Bain

That the minutes of the December 19, 2018 Regular Meeting of Essex County Council be adopted as presented.

**Carried**

**7. County Warden's Welcome and Remarks**

Warden McNamara welcomed members of Council, Administration and members of the public. He further invited Mr. Maisonville to provide an introduction to the 2019 County of Essex Budget process.

Mr. Maisonville discussed the process in preparing the budget, which is a continuous, year-long process, but actively starts during the summer months. He noted that the County of Essex continues to have an excellent credit rating of AA+ and strives for continuous improvement in all areas of service delivery.

Mr. Maisonville made note of some key areas where long term focus was required. In particular, he advised the need for a concerted effort to address the issue of employee retention and recruitment. Additionally, he explained that an expanded scope for health and safety administration with the addition of dedicated personnel to oversee the management of that service was proposed, in addition to the undertaking of a

performance management strategy and program to ensure optimal outcomes within the departments.

Mr. Maisonville thanked the senior management team for their efforts and work in producing the Budget.

## **8. Delegations and Presentations**

There were no delegations scheduled for the January 16, 2019 meeting.

## **9. Communications**

### **9.1 Correspondence**

**2-2019**

**Moved By** Joe Bachetti

**Seconded By** Marc Bondy

That the correspondence listed on the regular agenda for January 16, 2019 be received and any noted action approved.

**Carried**

#### **9.1.1 Association of Municipalities of Ontario (AMO)**

View the online versions of the AMO WatchFile, dated December 20, 27, 2018 and January 3, 10, 2019.

#### **9.1.2 AMO**

Received e-mail copy of AMO Policy Update - Financial Risks for Property Taxpayers and Municipal Budgets. (online version)

#### **9.1.3 Great Lakes and St. Lawrence Cities Initiative (GLSLCI)**

Received e-mail December 2018 issue of the GLSLCI Newsletter, "Making Waves".

#### **9.1.4 Save-the-Date Windsor Essex Housing and Homelessness Master Plan Review and Update 2019**

Received an invitation to a Consultation Workshop on the Windsor Essex 10 year Housing and Homelessness Master Plan - January 30, 2019, 1:00 PM to 4:00 PM, WFCU Centre.

### **9.2 Resolutions**

There were no resolutions for the consideration of Council at the January 16, 2019 meeting.

## **10. Consent Agenda**

### **3-2019**

**Moved By** Larry Snively

**Seconded By** Hilda MacDonald

That item 10.1 on the Consent Agenda, for January 16, 2019 be received for information.

**Carried**

### **10.1 Housing Advisory Committee (HAC)**

Housing Advisory Committee meeting minutes for November 20, 2018.

## **11. Reports and Questions**

### **11.1 County of Essex - 2019 Budget Overview**

Report Number 2018-1219-FIN-R008-SZ, dated December 19, 2018, from Sandra Zwiers, Director of Financial Services/Treasurer.

Presentation of the 2019 Budget Overview.

Ms. Zwiers thanked the Financial Services staff for their efforts and dedicated team work in preparing the departmental budgets.

Ms. Zwiers discussed the fundamental principles and best practices for the preparation of the 2019 Budget, noting that the impact of the recommendations are in line with responsible government practices as well as affordable and sensible increases to the bottom line.

### **4-2019**

**Moved By** Marc Bondy

**Seconded By** Tracey Bailey

That the 2019 Budget package be received for the information and public deliberation of Council.

**Carried**

### **11.2 2019 Budget - Housing with Supports/Community Services**

Report Number 2019-0116-CS-R001-JDF, dated January 16, 2019 from Jeanie Diamond-Francis, Coordinator, Community Services.

Presentation of the Housing with Supports/Community Services 2019 Budget Estimates.

Ms. Diamond-Francis provided an overview of the 2019 Budget for the Housing with Supports/Community Services department. She noted that the proposed budget increase addressed the variables in funding, rate increases for per diems and discretionary reductions from the City of Windsor of the Community Homelessness Prevention Initiative (CHPI) funding for this program.

Mr. Leo Meloche questioned whether the proposed budget funding would allow for a return to the previous number of subsidized beds in each of the contracted homes.

Ms. Diamond-Francis indicated that the proposed funding should allow the number of subsidized beds to return to the average in the County, being 226 beds.

#### **5-2019**

**Moved By** Gord Queen

**Seconded By** Aldo DiCarlo

That Report Number 2019-0116-CS-R001-JDF be received and further that the 2019 Departmental Budget Estimates for Community Services / Housing with Supports be approved.

**Carried**

### **11.3 2019 Budget - Sun Parlor Home (SPH)**

Report Number 2019-0116-SPH-R001-JBK, dated January 16, 2019 from Jane Brooks Keller, Acting Administrator, SPH.

Presentation of the Sun Parlor Home 2019 Budget Estimates.

Ms. Brooks-Keller provided a summary of the Sun Parlor Home 2019 Budget. She noted a list of scheduled improvements, maintenance and care plans for 2019 that were included in the proposed budget.

Nelson Santos joined the meeting at 5:08 pm.

**6-2019**

**Moved By** Tom Bain

**Seconded By** Crystal Meloche

That Report Number 2019-0116-SPH-R001-JBK be received and further that the 2019 Departmental Budget Estimates for Sun Parlor Home be approved.

**Carried**

**11.4 2019 Budget - Essex-Windsor Emergency Medical Services**

Report Number 2019-0116-EMS-R001-BK, dated January 16, 2019 from Bruce Krauter, Chief, Essex-Windsor EMS.

Presentation of the Essex-Windsor Emergency Medical Services and Emergency Management Coordination 2019 Budget Estimates.

Chief Krauter presented the 2019 Essex-Windsor Emergency Medical Services proposed budget. He noted a budget shortfall in 2018 which identified the need for an increase in the 2019 budget in order to adequately address current and future challenges within the service.

He explained that some factors impacting the bottom line were increased costs for fleet and equipment, increased call volumes, staffing costs and offload delays.

Chief Krauter discussed the ten year Master Plan development, which was almost completed and would be presented to Council at the February 20, 2019 meeting.

**7-2019**

**Moved By** Marc Bondy

**Seconded By** Nelson Santos

That Report Number 2019-0116-EMS-R001-BK 2019 be received and further that the 2019 Departmental Budget Estimates for Essex-Windsor EMS Services and Emergency Management Coordination be approved.

**Carried**

**11.5 Recess for Dinner Break**

Council recessed for a dinner break at 6:25 P.M. and resumed the meeting at 7:10 P.M.

### **11.6 2019 Budget - Infrastructure Services**

Report Number 2019-0116-IS-R001-JM, dated January 16, 2019 from Jane Mustac, Director of Infrastructure Services/County Engineer.

Presentation of the Infrastructure Services 2019 Budget Estimates.

Ms. Mustac provided a summary of the proposed 2019 Budget for Infrastructure Services.

Mr. Bondy questioned when the County Road Rationalization Study would be presented to Council.

Mr. Maisonville advised that County staff continue to meet with each local municipal staff and anticipated an update to Council would take place in mid-late spring. He indicated a progress report would be presented to Council in the spring.

Mr. Santos questioned the cost of winter control as well as the per-hour cost of a snow or weather event for the department.

The Manager of Budget, Ms Beattie, advised that when the trucks were deployed for winter control, the hourly costs were approximately \$10,000/hour and that one storm could have an impact of more than \$200,000.

Mr. Santos proposed reducing the winter control budget by \$70,000.

Discussion took place with regard to the feasibility and impact that reducing the winter control budget would have on services and on the bottom line.

Moved By Nelson Santos  
Seconded By Leo Meloche

That Line 13101-15 of the Infrastructure Services Budget, related to winter control be reduced by \$70,000 and reallocated to the Housing with Supports budget.

Motion Lost

Mr. Bachetti requested that the CWATS Master Plan be done in consultation with the lower tier municipalities.

### **8-2019**

**Moved By** Joe Bachetti  
**Seconded By** Larry Snively

That Report Number 2019-0116-IS-R001-JM be received and further that the 2019 Departmental Budget Estimates for Infrastructure Services be approved.

**Carried**

### **11.7 2019 Budget - Essex County Library Board**

Report Number 2019-0116-ECL-R001-RG, dated January 16, 2019 from Robin Greenall, CEO/Chief Librarian.

Presentation of the Essex County Library 2019 Budget Estimates.

Ms. Greenall provided an overview of the proposed Essex County Library 2019 Budget. She noted factors that contributed to the proposed budget increase were an increase in wages and benefits, training and development, and facility renovations and upgrades.

**9-2019**

**Moved By** Gord Queen

**Seconded By** Larry Verbeke

That Report Number 2019-0116-ECL-R001-RG be received and further that the 2019 Essex County Library Budget Estimates be approved.

**Carried**

### **11.8 2019 Budget - General Government Services**

Report Number 2019-0116-FIN-R001-SZ, dated January 16, 2019 from Sandra Zwiers, Director of Finance/Treasurer

Presentation of General Government Services 2019 Budget Estimates.

Ms. Zwiers presented the proposed 2019 General Government Budget, which included Administration, CAO, Council Services, Finance, Human Resources and Planning Services. She provided a summary of 2019 initiatives which were included in the proposed budget which included changes to staffing levels, revisions to the procurement process and practices, new Human Resources initiatives, facility updates and interior renovation, IT systems investment, web page redesign, scheduling and payroll programs, and the agricultural lot size study completion.

Discussion took place with regard to SWIFT and the level of financial impact that project would have on the County.



Mr. Queen requested a status update on the Agricultural Lot Size Study.

Mr. Maisonville advised that a report would be forthcoming within the first quarter of 2019.

**10-2019**

**Moved By** Crystal Meloche

**Seconded By** Marc Bondy

That the Report Number 2019-0116-FIN-R001-SZ be received and further that the 2019 Departmental Budget Estimates for General Government Services be approved.

**Carried**

**11.9 2019 Budget - External Commitments**

Report Number 2019-0116-FIN-R002-SZ, dated January 16, 2019 from Sandra Zwiers, Director of Finance/Treasurer.

Presentation of the 2019 External Commitments Budget Estimates.

Ms. Zwiers presented the proposed 2019 External Commitments budget. She noted a budget increase due to legislated obligations including substantial social housing capital renewal requirements and non-legislated obligations which included funds put into reserves for the new Windsor-Essex hospital system.

**11-2019**

**Moved By** Nelson Santos

**Seconded By** Aldo DiCarlo

That Report Number 2019-0116-FIN-R002-SZ be received and further that the 2019 Departmental Budget Estimates for External Commitments be approved.

**Carried**

**11.10 2019 Net Operating Requirement**

Reporting of the 2019 Net Operating Requirement, from Sandra Zwiers, Director of Finance/Treasurer.

Ms. Zwiers presented the 2019 Net Operating requirement for a total of \$102,867,990 and advised the proposed budget estimates resulted in a 1.43% increase over the prior year.

Ms. Zwiers requested Council's approval for the proposed 2019 Budget.

**11-2019**

**Moved By** Gord Queen

**Seconded By** Tom Bain

That the 2019 County of Essex Net Operating Requirement be approved in the amount of \$102,867,990.

**Carried**

**12. Unfinished Business**

**13. New Business**

**14. Adoption of By-Laws**

**12-2019**

**Moved By** Crystal Meloche

**Seconded By** Leo Meloche

That By-law #01-2019, having been read a first, second and third time, be finally passed and enacted.

**Carried**

**14.1 By-law Number 01-2019**

A By-law to Confirm the Proceedings of the Council of The Corporation of the County of Essex. (January 16, 2019)

**15. Notice of Motion**

**16. Adjournment**

**13-2019**

**Moved By** Tracey Bailey

**Seconded By** Larry Verbeke

That the meeting of the Council of the County of Essex adjourn at 8:15 PM.

**Carried**

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Gary McNamara

Warden - County of Essex

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Mary Birch

Director of Council and Community Services/Clerk