

CORPORATION OF THE TOWN OF DESERONTO

COMMITTEE OF THE WHOLE AGENDA

AUGUST 27, 2015 – 6:30 P.M. – TOWN HALL

The Town of Deseronto Mission Statement is to provide excellent and affordable services for its residents and to work as a team, dedicated to making living in Deseronto a positive and pleasurable experience.

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ATTENDANCE:

| | |
|---------------------|---|
| Mayor | N. Clark |
| Deputy Mayor | D. Johnston |
| Councillors | T. Dickinson S. Everhardus C. Zieman |
| CAO/Clerk | E. Hamel |

1. MOMENT OF SILENT REFLECTION

2. MAYOR'S ADDRESS – The Mayor updated council on his recent attendance at the AMO conference. He noted that the general message received was that infrastructure money is going to the larger cities as they focus on growth and that smaller municipalities will need to continue to push for increased funding.

3. DISCLOSURE OF INTEREST - Mayor Norm Clark choose to disclose a conflict of interest under an item under section 10.

4. APPROVAL OF AGENDA

a) Agenda of August 27, 2015 Committee of the whole meeting

Recommendation #1

**Moved By: C. Zieman
Seconded By: S. Everhardus**

THAT council approve the agenda for the August 27th, 2015 agenda with an addition under 6.7 concerning the library roof and an addition to the in camera discussion regarding personnel matters as it relates to the 2016 budget.

CARRIED

5. QUESTIONS FROM THE AUDIENCE

6. STANDING COMMITTEE REPORTS/COMMITTEE OF THE WHOLE

6.1.1 Finance and Administration

a) June 30, 2015 year to date financials for the Town of Deseronto

Recommendation #2

**Moved By: C. Zieman
Seconded By: D. Johnston**

THAT council receive and file the June 30, 2015 year to date financials for the Town of Deseronto.

CARRIED

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b) July 30, 2015 year to date financials for the Town of Deseronto

Recommendation #3

Moved By: C. Zieman

Seconded By: D. Johnston

THAT council receive and file the June 30, 2015 year to date financials for the Town of Deseronto.

CARRIED

c) 2016 Budget Timeline

Recommendation #4

Moved By: C. Zieman

Seconded By: D. Johnston

THAT council receive and file the 2016 Budget timeline, with the following amendments: First submission by October 15, 2015, Municipal Budget approved by March 31, 2015 and Final Budget approval upon receipt of county and school board levies.

d) Verbal CAO's report

Recommendation #5

Moved By: D. Johnston

Seconded By: C. Zieman

THAT the clerk get a quote for the removal of the weed accumulation around the mill pond from a third party harvester for informational purposes only.

CARRIED

Apposed Everhardus

Recommendation #6

Moved By: C. Zieman

Seconded By: P. Dickinson

THAT the CAO look at the stagnant water issue in the Mill pond with respects to environmental concerns and the potential of having a tunnel put back in place. Further that she review a similar study already completed by Bay of Quinte Remedial Action.

CARRIED

Recommendation #7

Moved By: C. Zieman

Seconded By: D. Johnston

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THAT the CAO's report be accepted

CARRIED

6.2 Public Works and Water & Sewer

a) Wastewater Treatment Plant Update

T. Harvey, Water and Sewer Plant Operator, updated council on the wastewater treatment plant upgrade. The project is on scheduled to be completed by December 2015 and is currently 60% - 70% complete. The cost savings initiatives are estimated to reach 90% of the ultimate goal and other budget targets are being met.

6.3 Economic Development

Recommendation #8

Moved By: D. Johnston

Seconded By: S. Everhardus

THAT council approve the quick claim deed for partial lands 240 Main Street, provided that the transferor execute their portion prior to Town execution.

CARRIED

6.3 Emergency Services

Recommendation #9

Moved By: D. Johnston

Seconded By: C. Zieman

THAT the by law officer address the excess amounts of vehicles on St. George Street from Main St. to Edmon St.

CARRIED

6.5 Parks and Recreation

6.6 Transit

a) Staff recommendation to accept Crestline's proposal and purchase the proposed 2015 Transit vehicle.

Recommendation #10

Moved By: Everhardus

Seconded By: Dickinson

THAT council approve the staff recommendation to purchase the 2015 Crestline vehicle, provided the amended price does not exceed \$115,000.

CARRIED

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- 6.7 Update from S. Everhardus on the Deseronto Public Library roof. The roof is in a state of disrepair and there is potential for a future pre-budget approval request to allow for the work to be completed in 2015 and partially financed in 2015 and 2016.**

7. UNFINISHED BUSINESS

8. NEW BUSINESS

9. MOTIONS & NOTICES OF MOTION

10. IN CAMERA

a) Personnel

Recommendation #11

**Moved by: C. Zieman
Seconded by: D. Johnston**

THAT Council rise and move into Closed Session as permitted under section 239(2) of the Municipal Act.

CARRIED

11. MOTION TO CONFIRM ACTIONS TAKEN “IN-CAMERA”

a) Administrative Restructure

Recommendation #12

**Moved By: C. Zieman
Seconded By: D. Johnston**

THAT the temporarily appointed Acting Clerk return to the position of Deputy Clerk

FURTHER THAT the corresponding rate of pay return to 2015 Deputy Clerk grid.

FURTHER THAT the position of Acting Clerk is no longer applicable, given the appointment of the CAO/Clerk.

CARRIED

Recommendation #13

**Moved: S. Everhardus
Seconded: P. Dickinson**

THAT council approve the creation of an Administrative Assistant/Deputy Treasurer position and that the position be posted internally as per our HR policy.

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Recommendation #14

**Moved By: C. Zieman
Seconded By: S. Everhardus**

**THAT the CAO/Clerk assume the title of Treasurer and its corresponding responsibilities.
FURTHER that the CAO/Clerk grid shall increase by 5% to compensate for the additional responsibilities.**

CARRIED

Recommendation #15

**Moved By: S. Everhardus
Seconded By: C. Zieman**

**THAT the Community Development Officer be relieved of the additional duties that were assumed during the vacancy of an appointed Clerk.
FURTHER THAT the Community Development Officer's 2015 grid be reinstated.
FURTHER that the Community Development Officer's mandate no longer include 50% recreation support.**

CARRIED

Recommendation #16

**Moved By: S. Everhardus
Seconded By: D. Johnston**

THAT the administrative restructure changes come into effect September 14, 2015.

CARRIED

Recommendation #17

**Moved By: S. Everhardus
Seconded By: C. Zieman**

THAT council, as required under Section 239(2) of the Municipal Act, confirm the actions taken in camera.

CARRIED

13. MOTION TO ADJOURN

Recommendation #18

Moved By: S. Everhardus

THAT the council meeting of August 27, 2015 be adjourned.

CARRIED