

Special Committee of the Whole Minutes

Thursday, January 19, 2023
9:00 a.m.

COUNCIL PRESENT: Linda Seccaspina, Toby Randell, Andrew Tennant, Jeff Atkinson, Dena Comley, Sarah Cavanagh, Mark Hinton

STAFF PRESENT: Diane Smithson, CAO, Stacey Blair, Clerk, Trisa McConkey, Treasurer, Pascal Meunier, Director of Protective Services, Meriah Caswell, Library CEO, Guy Bourgon, Director of Public Works, Amanda Charania, Communications Coordinator, Joanne Henderson, Manager of Recreation and Culture, Ross Rankin, Property and Project Manager, Niki Dwyer, Director of Development Services, Lennox Smith, CBO, Mike Walker, Development Review Officer, Dave Joy, Deputy Fire Chief

1. CALL TO ORDER

Deputy Mayor Andrew Tennant called the meeting to order at 9:00 a.m. Councillor Comley joined the meeting at 9:03 a.m. and Mayor Randell arrived at 9:09 a.m.

2. APPROVAL OF AGENDA

The agenda was accepted by mutual consent.

3. DECLARATION OF PECUNIARY/CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

None.

4. DELEGATIONS/PRESENTATIONS

Treasurer Trisa McConkey provided an overview of the proposed budget and its recommended tax increase of 3.97%. The budget was developed using the Town's strategic plan, asset management plan and draft ten (10) year plan. A summary of significant factors that contributed to revenue decreases and expense increases was provided. Major operating changes were listed including staffing changes, the Town's adoption of a fleet vehicle leasing program, the projected impact of moving to producer responsibility for recycling and the impact of higher interest rates.

Throughout the day various items were flagged for further discussion. The final draft of the budget will be presented to the public at the Committee of the Whole meeting on February 7, 2023.

The meeting recessed at 12:15 p.m. for a lunch break and resumed the meeting at 12:45 p.m.

5. CLOSED SESSION

1. Staffing Matter - Recreation/Facilities
2. Staffing Matter - Protective Services
3. Labour Relations Matter
4. Strategic Community Planning

Moved by: Sarah Cavanagh

Seconded by: Jeff Atkinson

THAT the Committee move into closed session at 2:23 p.m. to discuss matters subject to the Municipal Act, Section 239 (2):

(b) personal matters about an identifiable individual, including municipal or local board employees (items 1 and 2);

(d) labour relations or employee negotiations (item 3); and

(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (item 4);

AND THAT Diane Smithson, CAO, Stacey Blair, Clerk Trisa McConkey, Treasurer, Joanne Henderson, Manager of Recreation and Culture (item 1 only), Ross Rankin, Property and Project Manager (item 1 only), and Pascal Meunier, Director of Protective Services (item 2 only) be permitted to participate in the video conference.

CARRIED

Moved by: Linda Seccaspina

Seconded by: Dena Comley

THAT the Committee return to regular session at 3:43 p.m.

CARRIED

6. RISE AND REPORT

The CAO reported that staff direction was provided to staff during the closed session for all items.

7. MOTIONS

Mayor Randell left the meeting at 3:39 p.m. and returned at 4:05 p.m.

Councillor Atkinson left the meeting at 4:30 p.m.

Moved by: Linda Seccaspina

Seconded by: Dena Comley

THAT a tax rate increase of 2.29% be approved for the 2023 budget.

CARRIED, CONSENT

Moved by: Mark Hinton

Seconded by: Toby Randell

THAT Council direct the Treasurer to present the draft 2023 Budget to the public for comment on February 7, 2023.

CARRIED, CONSENT

8. ADJOURNMENT

Moved by: Sarah Cavanagh

Seconded by: Dena Comley

THAT the meeting be adjourned at 5:11 p.m.

CARRIED

Deputy Mayor Andrew Tennant

Stacey Blair, Clerk