3:30 p.m. The meeting convened with Her Worship, Mayor Heather Jackson, presiding.

**ATTENDANCE**

<table>
<thead>
<tr>
<th>Members</th>
<th>Officials</th>
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<tr>
<td>Mayor H. Jackson</td>
<td>W. Graves, City Manager</td>
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<tr>
<td>Councillor M. Burgess</td>
<td>M. Konefal, City Clerk</td>
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<tr>
<td>G. Clarke</td>
<td>D. Aristone, Director of Finance and City Treasurer</td>
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<tr>
<td>J. Kohler</td>
<td>D. Arndt, Airport Superintendent</td>
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<tr>
<td>J. Rymal</td>
<td>J. Blackmore, Financial Clerk</td>
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<tr>
<td>L. Stevenson</td>
<td>T. Bridge, Lead Hand Building Maintenance</td>
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<tr>
<td>M. Tinlin</td>
<td>R. Broadbent, Fire Chief</td>
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<tr>
<td>S. Wookey</td>
<td>M. Carroll, Valleyview Administrator</td>
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<td>R. Denham, Chief Librarian</td>
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<td>G. Dart, Director, Human Resources</td>
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<td>G. Drouin, Supervisor, Recreation Facilities</td>
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<td></td>
<td>S. Dyke, Economic Development Manager</td>
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<td>D. Jackson, Manager of Capital Works</td>
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<td>J. Lawrence, Director, Environmental Services</td>
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<td>C. McCreadly, Manager, Sewer and Water</td>
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<td>C. Peck, Chief Building Official</td>
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<td>C. Penney, Planning Assistant</td>
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<td>D. Pinnell, Police Chief</td>
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<td>E. Sebestyen, Acting Director, Ontario Works</td>
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<td>D. Sheridan, Manager of Finance</td>
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<td>C. Spratley, Supervisor, Parks and Forestry</td>
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<td>R. Tucker, Director, Parks &amp; Recreation</td>
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<td>D. White, Manager, Roads and Transportation</td>
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**DISCLOSURES OF INTEREST**

Councillor Rymal declared a conflict of interest with respect to the grant application made by Sara Teare on behalf of the Light the Night event as the applicant is her daughter. She refrained from all discussion and action relating to the matter.

**Special Meeting**

This special meeting was called to discuss the proposed 2016 Operating Budget and Council Grants.

**COMMITTEE OF THE WHOLE**

Council resolved itself into Committee of the Whole to deal with the following business.

**CORPORATE GOVERNANCE AND ADMINISTRATION**

**NEW BUSINESS**

2016 Operating Budget and Grants - Appendix “A”

The City Manager advised that should Council have insufficient time to consider Council Grants this evening, the discussion would take place at the next meeting of Council and further, that adoption of the 2016 Budget is scheduled to take place at the February 1st, 2016 Council meeting.

The Director, Human Resources provided a memorandum relating to payroll changes for the 2016 year.
The Director, Human Resources advised that the increase in cost over the previous year for retired employees is due to fluctuation of the number of retired employees from year to year. He further advised that full-time wages may fluctuate due to known step increases, any adjustments from a job evaluation process, changes in staff complement, and any changes from collective agreement provisions or the non-union by-law relating to salaries.

The members requested a more detailed explanation of staffing costs for future budgets.

The City Manager advised that as a result of organizational changes within the City’s structure, there may be employees re-located from one department to another.

The members inquired about the $55,000 professional fees in the St. Thomas Municipal Airport budget.

The Director of Finance and City Treasurer advised that the expenditure would be for an Airport Master Plan and further, that approximately $24,000 would be recovered from development charges.

Councillor Kohler suggested that funds in the St. Thomas Timken Community Centre Reserve be used toward capital works under the Asset Management Plan or returned to the taxpayers.

The members discussed the value of showing the true cost of operating the Mayor’s office, including support staff.

The City Manager advised that payroll costs for the Executive Assistant attributable to each of the Mayor and City Manager could be defined in future budgets.

The members expressed concern about the $334,000 expenditure in the Fire Department’s budget for overtime costs.

The City Manager advised that the proposed Fire Master Plan would be reviewing the staff complement and equipment.

The members asked about the increase in the Municipal Heritage Committee budget.

The Director of Finance and City Treasurer advised that in previous years, the Committee was allocated a grant amount, rather than an operating budget.

The members inquired about the proposed increase in legal fees in the Police Services budget.

The Police Chief advised that the amount was set aside for legal representation in contract negotiations and that as the negotiations have been settled, some of the funds would no longer be required.

The members asked about the revenue expected from the Courthouse parking areas.

The City Manager advised that the Courthouse parking areas had been under-used and that an agreement had been reached with the Province in 2015 to reconfigure some of the parking areas.

The City Manager further advised that he would provide a report later in the year with a detailed analysis of costs and options for cost savings.

The members inquired whether sufficient investment is being made at the St. Thomas Municipal Airport and into the City’s Information Technology.

The City Manager advised that the Airport Master Plan would assist with determining the future direction of the airport property, including the possibility of using airport lands for other commercial uses.

Mayor Jackson advised that the City has been investing in Information Technology and that a structured plan had been developed, in conjunction with Ascent, to upgrade and replace equipment and programs on an annual basis.
The City Manager advised that installation of a webcast system is being investigated for Committee Room #204 and that there would be an increased use of social media by the City in the near future.

The members asked whether there would be an increase in payments-in-lieu as a result of the St. Thomas-Elgin General Hospital expansion.

The Director of Finance and City Treasurer advised that payments-in-lieu increase only if the number of beds increase and further that the payment is $75 per bed.

The members inquired about the proposed increase in contracted payroll services.

The Director of Finance and City Treasurer advised that $25,000 relates to the asbestos abatement at various facilities and that the remainder relates to payroll services enhancement.

The members asked about the uniform costs for firefighters.

The Fire Chief stated that each uniform consists of a dress uniform and two sets of bunker gear, with each set of bunker gear costing $4,500.

The members asked whether there would be any savings in hydro costs relating to street lighting.

The Director, Environmental Services advised that that expense should be reduced once the LED Street Lighting Project is completed.

The members inquired about the increased cost of land ambulance services.

The Director of Finance and City Treasurer stated that the 2015 year-to-date does not include the entire year and that the actual cost for 2015 is expected to be $2.1 million.

The members requested a more detailed list of proposed major maintenance activities.

The Director of Finance and City Treasurer explained that the budget was prepared prior to year end and that the 2015 year-to-date values do not include expenditures to December 31, 2015. He further advised that maintenance activities previously denoted in the Capital Budget have now been accommodated within the Operating Budget.

Councillor Burgess noted that the Animal Shelter does not have a major maintenance allocation.

The City Manager advised that Administration would review the matter with the Property Maintenance Division.

The City Manager advised that the cost associated with the Fire Department attending at the Great Lakes International Air Show has been included in the draft Budget.

The members discussed the fact that Council is very supportive of animal welfare and that the Animal Welfare Committee continues to work toward improving animal welfare in the City.

Mayor Jackson stated that where many municipalities, including the County of Elgin, are experiencing a reduction in unconditional grants, the City will be receiving an additional $257,000.

The City Manager highlighted the initiatives contained within the 2016 Operating Budget and advised that further details would be provided at the next meeting relating to the Maker Space program which has received third party funding.

The members inquired about a process to provide grants to organizations that have not made formal requests to Council.

Mayor Jackson advised that the application process adopted by Council does not allow for the provision of funding without a written request.

CITY CLERK ______________________ CONFIRMED ______________________ MAYOR
Mayor Jackson advised that the Select Committee for Review of Council Grants had suggested the inclusion of additional funding in the Mayor and Council budget for consideration of small grant requests received during the course of the year. Mayor Jackson also advised that the Committee did not support the request of the St. Thomas Advocacy Centre as it was felt that its services were provided by other organizations in the City.

The members discussed the guideline of granting a half-percent of the current year’s municipal levy which would translate to $235,000 for the 2016 year. They further discussed placing a cap on grant requests of no more than $50,000.

Councillor Rymal suggested that the $350,000 grant to the St. Thomas-Elgin General Hospital should be acknowledged.

The members discussed the services provided by and the proposed grant requests from the St. Thomas-Elgin Public Art Centre, the Elgin-St. Thomas Youth Employment Counselling Centre (Talbot Teen Centre), the St. Thomas Cemetery Company, and the St. Thomas Seniors’ Centre.

Sean Dyke, Elgin-St. Thomas Youth Employment Counselling Centre Board Member, advised that the Talbot Teen Centre has been funding its programs by using its reserves.

The members discussed the fact that the St. Thomas Seniors’ Centre building was owned by the City and that the City provides certain maintenance services to the building and whether it should appear in the Operating Budget portion of the budget document instead of under Council Grants.

The City Manager advised that Administration could review the matter prior to next year’s budget. He further advised that Council would need to consider whether the total amount granted would remain the same.

The members discussed the fact that the St. Thomas Community Garden had requested a grant to install fencing as a means of preventing its plantings from being eaten by wildlife.

The members discussed the reduction of a Council grant from the requested amount by the Elgin-St. Thomas Youth Employment Counselling Centre as follows.

A request was made for a recorded vote.

Motion by Councillor Wookey – Clarke:

THAT: Council authorize a grant to the Elgin-St. Thomas Youth Employment Counselling Centre in the amount of $75,000.

Recorded Vote

<table>
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<tr>
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<tr>
<td>Councillor J. Rymal</td>
<td>Mayor H. Jackson</td>
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<tr>
<td>Councillor M. Tinlin</td>
<td>Councillor M. Burgess</td>
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<td>Councillor S. Wookey</td>
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<td>Councillor J. Kohler</td>
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<td>Councillor L. Stevenson</td>
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Motion Lost.

The members discussed the increase of a Council grant from the recommended amount for the Family YMCA of St. Thomas-Elgin as follows.

A request was made for a recorded vote.

Motion by Councillor Clarke – Stevenson:

THAT: Council authorize a grant to the Family YMCA of St. Thomas-Elgin in the amount of $30,000.
Recorded Vote

Yeas
Councillor M. Burgess
Councillor G. Clarke
Councillor J. Kohler
Councillor L. Stevenson

Nays
Mayor H. Jackson
Councillor J. Rymal
Councillor M. Tinlin
Councillor S. Wookey

Motion Lost.

The members discussed the reduction of a Council grant from the requested amount by the St Thomas-Elgin Public Art Centre as follows.

A request was made for a recorded vote.

Motion by Councillor Rymal – Tinlin:

THAT: Council authorize a grant to the St. Thomas-Elgin Public Art Centre in the amount of $50,000.

Recorded Vote

Yeas
Mayor H. Jackson
Councillor M. Burgess
Councillor J. Rymal
Councillor M. Tinlin

Nays
Councillor S. Wookey
Councillor G. Clarke
Councillor J. Kohler
Councillor J. Rymal
Councillor L. Stevenson

Motion Lost.

The members discussed the reduction of a Council grant from the requested amount by the St. Thomas Cemetery Company as follows.

A request was made for a recorded vote.

Motion by Councillor Wookey– Tinlin:

THAT: Council authorize a grant to the St. Thomas Cemetery Company in the amount of $40,000.

Recorded Vote

Yeas
Councillor M. Tinlin
Councillor S. Wookey

Nays
Mayor H. Jackson
Councillor M. Burgess
Councillor G. Clarke
Councillor J. Kohler
Councillor J. Rymal
Councillor L. Stevenson

Motion Lost.

The members discussed the addition of $10,000 for the Mayor and Council budget in order to accommodate any grant requests that Council may consider throughout the year, after which the following resolution was presented.

Motion by Councillor Stevenson - Burgess:

THAT: Council authorize an amount of $10,000 to be added in the Mayor and Council budget to be used for Council to consider any grant applications that may be submitted during the course of a year.
Motion Lost.

The City Manager reminded members of the public that responses to the 2016 Budget Feedback Survey must be submitted by 12:00 p.m. on January 22, 2016.

**BUSINESS CONCLUDED**

**ADJOURNMENT**

Motion by Councillor Burgess - Stevenson:

THAT: We do now adjourn. (5:20 p.m.)

Carried.