

Finance Committee

Meeting Minutes

Monday, January 24, 2022

5:00 pm

Electronic Meeting - Zoom

Present: Mayor Joanne Vanderheyden
Deputy Mayor Brad Richards
Councillor Neil Flegel
Councillor John Brennan
Councillor Sandi Hipple
Councillor Frank Kennes
Councillor Steve Pelkman
Councillor Marie Baker
Councillor Larry Cowan
Bill Dakin, Director of Financial Services
Brian George, Fire Chief
Rob Lilbourne, Director of Community Services
Doug Payne, Director of Human Resources
Mark Campbell, Police Chief
Jennifer Huff, Director of Building and Planning

Also Present: Fred Tranquilli, Chief Administrative Officer
Jennifer Pereira, Deputy Clerk (Recorder)

1. Declaration of Pecuniary Interest

None.

2. Approval of Minutes

2.1 Finance Committee Meeting Minutes of January 10, 2022

Moved By Deputy Mayor Brad Richards

Seconded By Councillor Frank Kennes

THAT: the minutes of January 10, 2022 be approved as written.

Carried

3. Unfinished Business

3.1 Proposed 2022 Operating Budget, FIN-2022-06

Bill Dakin, Director of Financial Services presents his report on the 2022 Proposed Operating Budget. He reviews the increases or decreases in the taxation required for each department.

Councillor Brennan explains that the 17% increase to the Council budget relates to it being an election year. Bill Dakin explains each year there are funds set aside for the election. The increase you see in the 2022 budget is the transfer of reserves that is done in the election year and does not come from taxation.

Councillor Kennes adds that the municipality has had 75 million in new assessment and due to that growth comes an increase to services which is an increase to expenses. He also asks what should be expected in 2022 for employment within the municipality, if we are at full capacity. Bill Dakin explains that there are a couple vacancies that are in the process of recruitment as well as a number of new positions added.

Councillor Flegel requested an updated organizational chart that can highlight the last couple of years of changes. He also asks if the municipality should be implementing a percentage increase every year to keep up with the cost of inflation when it comes to fleet vehicles. Bill Dakin indicates that they have just completed the fleet review and it will be coming to Council for review. He adds that the review will go through how the fleet cost should be phased in and will review the cost and replacement time of those vehicles.

Councillor Hipple asks Chief Mark Campbell about his backfill compliment. Chief Campbell indicates that he has three members seconded to the Ontario Police College and these salaries and benefits are full cost recovery. He would like to see replacing two of them and it would be at no additional cost to the municipality. He indicates that the third would be a new member to add to the current complement.

Councillor Baker asks about the hospital donation and what the expectation of this donation going forward. Fred Tranquilli explains that the lots being donated are not serviced and do not connect to a municipal road. The allocated funds will provide serviced lots as a donation. Each lot would permit a duplex. Although the money is not going directly to the hospital, it will be used to service the lots that will be donated.

Councillor Cowan notes an increase in economic development totaling \$355,000. As well as the increase in the drainage department. Bill Dakin explains that the increase in economic development is funding for the CIP Program (Façade Program). The program has increased in scope and has expanded availabilities to the whole municipality and offers different incentives. Fred Tranquilli also adds that the CIP has been consolidated and those funds are also available to subsidize or defer development charges. The fund is being used towards the strategic priorities that have been established by Council. The increase in drainage reflects the full-time drainage superintendent as well as there will be a decrease in the usage of Spriets Associates.

Councillor Flegel asks about the wastewater and water operating budgets the line item operational growth projections as they are large numbers. Bill Dakin indicates that both departments are fee-based and that line item was included in the fee study with BMA. This will defer some future increases and act as a reserve. Jake Straus, Director of Engineering and Public Works confirms that these amounts come from the financial study from BMA.

Mayor Vanderheyden wonders if there are any other funding options for covid relief. Bill Dakin indicates that the original has been allocated and we have reached the end of that funding. However, adds that there may be some more funding for that coming.

Councillor Flegel asks about the legislative services attainable housing budget and wonders if these are specific amounts or just amounts to secure for future investment. Fred Tranquilli, CAO indicates that these costs are budgeted for and will reflect in the business plan.

Moved By Councillor Frank Kennes

Seconded By Councillor John Brennan

THAT: the Finance Committee recommends to Council, for its February 7th, 2022 meeting, approval of the 2022 Consolidated Operating and Capital Budget with an overall Tax Rate increase of 2.86%.

Carried

4. Other Business

Councillor Hipple wonders about the amount in the capital budget for sidewalks and roads and if that should be increased. She asks Director Straus how many

sidewalks will \$100,000 complete. Jake Straus, Director of Engineering and Public Works indicates that doing a standard 1.5 m sidewalk that is AODA compliant will complete 1300 metres or 1.3 km of sidewalks. He suggests that he brings back a report to Council to display where the work is necessary or needed. Bill Dakin, Director of Financial Services adds that there will be the asset management plan update will be coming to Council in February. This will help to highlight the municipality's assets and when they are due to be replaced.

Councillor Flegel mentions that he would like to see the updates to the asset management plan prior to the approval of the budget in the case of making any changes.

Councillor Kennes would also like to see a report on reserve funds that will know what the balances are and where the municipality sits.

Councillor Baker feels that the sidewalks need to be addressed, within the past couple of years of the pandemic people have been out walking and can't always use the trails. She looks forward to seeing the specifics within Director Straus' report.

Fred Tranquilli indicates to Council that the Asset Management Plan is a management tool used by management used to allocate resources operational priorities. The guiding plan is the Strategic Plan that was adopted by Council.

Councillor Hipple requests the costs of tar and chip. Director Straus indicates that tar and chip cost approximately \$27,000 per km which is a single surface treatment and a finished road requires two surface applications. The application of gravel includes the main application, road grading and calcium which is approximately \$2700 per km.

Moved By Councillor Frank Kennes

Seconded By Councillor John Brennan

THAT: staff be directed to provide a report on sidewalks for future planning and from that report Council determine a plan on how to service those issues.

Carried

5. Schedule of Meetings

- Monday, February 7th, 2022 @ 6:00 p.m. - Budget Presentation - Regular Council Meeting

6. Adjournment

Moved By Councillor Frank Kennes

Seconded By Councillor John Brennan

THAT: the meeting adjourn at 6:42 p.m.

Carried

Chair

Secretary Treasurer