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**Budget Committee of the Whole Meeting
BCW#02-18**

**Wednesday, June 20, 2018
1:00 p.m.**

**Council Chambers
Richmond Hill Town Hall
225 East Beaver Creek Road
Richmond Hill, Ontario**

**Chair Vito Spatafora
Regional and Local Councillor**

Minutes

A meeting of Budget Committee of the Whole of the Town of Richmond Hill was held on Wednesday, June 20, 2018 at 1:00 p.m. in the Council Chambers with the following Members of the Committee present:

Regional and Local Councillor Spatafora (Chair)
Mayor Barrow
Regional and Local Councillor Hogg
Councillor Beros
Councillor Muench
Councillor Liu
Councillor West
Councillor Cilevitz
Councillor Chan

The following members of Staff were present:

N. Garbe, Chief Administrative Officer
S. Baker, Commissioner of Community Services
I. Brutto, Commissioner of Environment and Infrastructure Services
M. Dempster, Commissioner of Corporate and Financial Services
K. Kwan, Commissioner of Planning and Regulatory Services
A. Dimilta, Town Solicitor
P. Caron, Director, Asset Management
J. DeVries, Director, Regulatory Services/Chief Building Official
D. Dexter, Director, Financial Services and Treasurer
G. Galanis, Director, Development Planning
S. Huycke, Director, Legislative Services/Town Clerk
D. Joslin, Director, Recreation and Culture
S. Kraft, Fire Chief
B. Ellsworth, Deputy Fire Chief - Support Services

P. Lee, Director, Policy Planning
G. Manderson, Director, Strategic Initiatives
T. Ricketts, Director, Corporate Asset Management & Environment Services
T. Steele, Director, By-law & Licensing Enforcement
G. Taylor, Director, Public Works Operations
D. Terzievski, Director, Development Engineering and Transportation
M. Baker, Manager, Aquatics and Fitness
M. Grit, Theatre Manager
D. Hearn, Manager, Administration & Marketing
A. Jovicic, Manager, Financial Reporting & Accounting
D. Oliveira, Manager, Water and Wastewater
L. Steckley, Manager, Recreation Programs
J. Stewart, Manager, Parks Operations
C. Stone, Manager, Revenue Services
J. Goodwin-Hall, Supervisor, Support Services
J. Concepcion, Financial Management Advisor
H. Leung, Financial Management Advisor
A. Li, Financial Management Advisor
N. Sue-Mark, Financial Management Advisor
B. Yu, Investment and Cash Flow Analyst
L. Hood, Communications Advisor
J. Hypolite, IT Service Desk Technical Analyst
G. Collier, Deputy Town Clerk
K. Hurley, Council/Committee Coordinator

Adoption of Agenda

Moved by: Mayor Barrow

That the agenda be adopted as distributed by the Clerk.

Carried

Disclosures of Pecuniary Interest and General Nature Thereof

There were no disclosures of pecuniary interest by Members of Council under the *Municipal Conflict of Interest Act*.

Scheduled Business

4.1 Year-End Operating Results as of December 31, 2017 – (Staff Report SRCFS.18.017)

David Dexter, Director, Financial Services and Treasurer, provided an overview of the 2017 Operating Fund financial results and the 2017 Water, Wastewater and Stormwater financial results, and proposed carry-forward requests.

Moved by: Councillor West

Recommendation 1

- a) **That the overview of the 2017 operating results as detailed in staff report SRCFS.18.017 be received for information purposes;**
- b) **That the 2017 Operating budget carry-forward items listed in Appendix ‘B’ to staff report SRCFS.18.017 totaling \$452,200 be approved;**
- c) **That the 2017 Water, Wastewater and Stormwater budget carry-forward items listed in Appendix ‘B’ to staff report SRCFS.18.017 totaling \$880,000 be approved;**
- d) **That the surplus allocation measures listed in Appendix ‘C’ to staff report SRCFS.18.017 be approved.**

Carried

4.2 2017 Investment Portfolio Results – (Staff Report SRCFS.18.027)

David Dexter, Director, Financial Services and Treasurer, presented the 2017 investment portfolio results noting the Town’s Investment Policy and the economic conditions and financial markets for 2017. He reviewed the 2016 and 2017 year end portfolio breakdown, updates to the Investment Policy, investment strategy and the new framework relating to the “Prudent Investor” standard.

Moved by: Mayor Barrow

Recommendation 2

- a) **That staff report SRCFS.18.027 be received for information purposes;**
- b) **That the updated Investment Policy, attached as Appendix 'D' to staff report SRCFS.18.027, be approved.**

Carried

4.3 2017 Development Charges, Cash in Lieu of Parkland and Section 37 Community Benefits Reserve Funds Statement – (Staff Report SRCFS.18.031)

David Dexter, Director, Financial Services and Treasurer, presented the Town's 2017 Development Charges, Cash in Lieu of Parkland, including a comparison of revenues and expenditures for Development Charges and Cash in Lieu of Parkland for the years 2013 to 2017. He provided an update on the Section 37 Community Benefits reserve fund.

Moved by: Mayor Barrow

Recommendation 3

- a) **That staff report SRCFS.18.031 be received for information purposes;**
- b) **That the 2017 Development Charges, Cash in Lieu of Parkland and Section 37 Community Benefits Reserve Funds Statement be made available to the public on the Town of Richmond Hill website as outlined in staff report SRCFS.18.031.**

Carried

4.4 Commemorative Bench and Plaque Dedication Program – (Staff Report SRCS.18.18)

Moved by: Mayor Barrow

Recommendation 4

- a) **That Council approve a commemorative bench and plaque dedication program in the Town of Richmond Hill and that the associated fees be considered in conjunction with the 2019 Tariff of Fees By-law update;**
- b) **That the Commissioner of Community Services be authorized to execute any necessary documentation to affect the program.**

Carried

4.5 Tariff of Fees Update – (Staff Report SRCFS.18.028)

D. Dexter, Director, Financial Services and Treasurer, made a presentation regarding the annual tariff of fees process including the basis for the update, annual indexing of fees, and summary of new and amended fees. D. Dexter provided an overview of the Bill 148 legislation (*Fair Workplaces, Better Jobs Act*) which came into effect on November 22, 2017 and outlined the cost pressures and options to fund the financial impact of Bill 148.

Moved by: Councillor West

- a) That the proposed fees set out in draft By-law 65-18, attached as Appendix 'D' to staff report SRCFS.18.028, be presented to the June 26, 2018 Council meeting for adoption.

An amendment was:

Moved by: Councillor Chan

That the Main Motion be amended by adding the following additional clause:

- b) That the draft Tariff of Fees By-law exclude the proposed new fees for the Fitness Centre Indoor Track as outlined in Appendix 'A' to staff report SRCFS.18.028.

A recorded vote was taken:

In favour: (1): Councillor Chan

Opposed: (8): Councillor West; Councillor Cilevitz; Councillor Muench; Regional and Local Councillor Spatafora, Regional and Local Councillor Hogg; Councillor Beros; Mayor Barrow; Councillor Liu

Motion to Amend Failed to Carry 1 to 8

An amendment was:

Moved by: Councillor Liu

That the Main Motion be amended by adding the following additional clause:

- b) That the draft Tariff of Fees By-law implement the proposed new fees for Seniors for the Fitness Centre Indoor Track as outlined in Appendix 'A' to staff report SRCFS.18.028 effective April 1, 2019.

A recorded vote was taken:

In favour: (5): Councillor Chan; Mayor Barrow; Councillor Muench; Councillor Liu; Councillor Beros

Opposed: (4): Regional and Local Councillor Hogg, Councillor Cilevitz; Councillor West; Regional and Local Councillor Spatafora

Motion to Amend Carried 5 to 4

Main Motion as amended:

Moved by: Councillor West

Recommendation 5

- a) **That the proposed fees set out in draft By-law 65-18, attached as Appendix 'D' to staff report SRCFS.18.028, be presented to the June 26, 2018 Council meeting for adoption;**
- b) **That the draft Tariff of Fees By-law implement the proposed new fees for Seniors for the Fitness Centre Indoor Track as outlined in Appendix 'A' to staff report SRCFS.18.028 effective April 1, 2019.**

Carried

To be considered by Council on June 26, 2018

4.6 Seniors Tax Assistance Grant – (Staff Report SRCFS.18.029)

Moved by: Regional and Local Councillor Hogg

Recommendation 6

- a) That the Seniors Tax Assistance Grant be administered pursuant to the provisions of Section 365 of the *Municipal Act, 2001*;
- b) That the Seniors Tax Assistance Grant be shared by the local municipality and the school boards, in the same proportion that the local municipality and school boards share in tax revenue for local municipal and school purposes;
- c) That draft By-law 70-18, attached as Appendix 'A' to staff report SRCFS.18.029, be enacted.

Carried

4.7 Water Meter Replacement Program – (Staff Report SRCFS.18.030)

Moved by: Councillor Cilevitz

Recommendation 7

- a) That an additional capital budget for residential water meter replacement of \$1,285,000 exclusive of HST, be approved;
- b) That funding of these additional meters be provided from the Water Meter Repair and Replacement Reserve Fund;
- c) That purchase order #94769 issued to Neptune Technology Group, be amended to provide for an additional 5,000 residential water meter replacements in 2018 at a cost of \$1,285,000 exclusive of HST.

Carried

4.8 2019 Capital and Operating Budget Strategy – (Staff Report SRCFS.18.010)

David Dexter, Director, Financial Services and Treasurer, presented the 2019 capital and operating budget strategy, including the timetable for the 2019 budget process.

Moved by: Councillor West

Recommendation 8

- a) That staff present a 2019 Draft Capital Budget and Forecast that:**
 - (i) Aligns with the Town's Strategic Plan and other Council Approved initiatives;**
 - (ii) Continues to manage the Town's capital program reflective of corporate priorities; and**
 - (iii) Maximizes all funding from external sources, development charges and reserve funding and considers the prudent issuance of debt as an alternate use of available funding resources.**

- b) That staff present a 2019 Draft Operating Budget that:**
 - (i) Maintains existing service levels;**
 - (ii) Includes items consistent with the Strategic Plan that also provides for:**
 - 1. Annualization of prior year's approved service enhancements;**
 - 2. Impacts from development growth;**
 - 3. Legislated changes; and**
 - 4. Continued phased reductions of the Growth Rate Stabilization Strategy and Investment Income;**
 - (iii) Continues to apply the Capital Asset Sustainability Fee Strategy, as per Council direction, while factoring in growth and inflation; and**
 - (iv) Updates the Financial Outlook and Staffing Plan for the years 2020 to 2022.**
 - (v) Minimizes the tax rate impact.**

- c) That staff present:**

To be considered by Council on June 26, 2018

- (i) The 2019 Draft Water, Wastewater & Stormwater Budget that reflects an increase to provide for Region of York increased charges and reflects approved factors from the Water/Wastewater Financial Plan and the Stormwater Financial Plan; and**
- d) That staff be directed to proceed with the 2019 Budget process in accordance with the timetable outlined in Appendix 'A' and guidelines described in staff report SRCFS.18.010.**

Carried

Adjournment

Moved by: Councillor Cilevitz

That the meeting be adjourned.

Carried

The meeting was adjourned at 3:20 p.m.