



## **Budget Committee of the Whole Meeting**

### **Minutes**

**BCW#02-19**

**Tuesday, February 12, 2019, 1:00 p.m.**

**Council Chambers**

**225 East Beaver Creek Road**

**Richmond Hill, Ontario**

Committee Members Present: Mayor Barrow  
Regional and Local Councillor DiPaola (Chair)  
Councillor Beros  
Councillor Muench  
Councillor West  
Councillor Chan

Regrets: Regional and Local Councillor Perrelli  
Councillor Liu  
Councillor Cilevitz

#### **Staff Members Present:**

N. Garbe, Chief Administrative Officer  
I. Brutto, Commissioner of Environment and Infrastructure Services  
D. Dexter, Acting Commissioner of Corporate and Financial Services  
I. Simanovskis, Commissioner of Community Services  
K. Kwan, Commissioner of Planning and Regulatory Services  
A. Dimilta, Town Solicitor  
M. Gandhi, Director, Strategic Initiatives  
D. Joslin, Director, Recreation and Culture  
N. Kalyvas, Director, Facility Design, Construction and Maintenance  
S. Kraft, Fire Chief  
P. Masaro, Director, Design and Construction Services  
T. Ricketts, Director, Corporate Asset Management and Environment Services  
T. Steele, Director, By-law and Licensing Enforcement  
G. Taylor, Director, Public Works Operations  
B. Burbidge, Deputy Fire Chief - Operations  
B. Ellsworth, Deputy Fire Chief - Support Services  
S. Glew, Manager, Fleet and Supplies

- D. Oliveira, Manager, Water and Wastewater
- C. Stone, Manager, Revenue
- J. Concepcion, Financial Management Advisor
- M. Lam, Financial Management Advisor
- H. Leung, Financial Management Advisor
- A. Li, Financial Management Advisor
- J. Hambleton, Administrative Assistant To Members Of Council
- S. Margolin, Administrative Assistant to Members of Council
- L. Hood, Communications Advisor
- J. Hypolite, IT Service Desk Technical Analyst
- G. Collier, Deputy Town Clerk
- K. Hurley, Council/Committee Coordinator
- L. Procter Maio, Chief Executive Officer, Richmond Hill Public Library
- M. Celsie, Director, Content, Richmond Hill Public Library
- C. Charles, Director, Community Connections, Richmond Hill Public Library
- Y. Hwang, Director, Technologies, Richmond Hill Public Library
- B. Ransom, Director, Customer Experiences, Richmond Hill Public Library
- N. Ahmed, Manager, Business Services, Richmond Hill Public Library

**1. Adoption of Agenda**

Moved by: Councillor Beros

That the agenda be adopted as distributed by the Clerk with the following addition:

- a) Presentation by Steve Kraft, Fire Chief, regarding the Fire and Emergency Services Master Plan - Item 4.4

Carried Unanimously

Committee consented to recess the meeting between 3:37 p.m. and 3:54 p.m.

**2. Disclosure 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*.

**3. Delegations**

There were no delegations.

**4. Scheduled Business**

- 4.1 Presentation by David Dexter, Director of Financial Services and Treasurer, regarding the 2019 draft Operating Budget Overview**

David Dexter, Director, Financial Services and Treasurer, made a presentation regarding the 2019 draft Operating Budget. He highlighted the operating budget process and direction, and the economic climate and growth indicators that impacted the budget. He reviewed the proposed total operating budget for 2019 and advised that it was being presented in three main components: Town Services, Richmond Hill Public Library Board, and Fire Master Plan.

D. Dexter provided an overview of the 2019 operating budget expenditures and revenues; base expenditure, revenue and legislated pressures; 2019 annualizations; budget pressures including growth and new staffing requests; and unsustainable funding sources.

D. Dexter reviewed the capital asset sustainability strategy, tax impact for the average single detached residential property, 2020 to 2022 financial outlook, tax rate stabilization reserve outlook, and the 2019 draft Water, Wastewater and Stormwater budgets.

Moved by: Councillor Chan

a) That the presentation by David Dexter, Director of Financial Services and Treasurer, regarding an overview of the 2019 draft Operating Budget be received.

Carried Unanimously

#### **4.2 Presentation by David Dexter, Director of Financial Services and Treasurer, regarding the Residential Tax Bill**

David Dexter, Director, Financial Services and Treasurer, made a presentation regarding the residential tax bill. He provided an overview of how the residential tax bill was divided, 2019 blended tax rate increase, and 2018 tax bill for the average single detached residential property in Richmond Hill compared to neighbouring municipalities. D. Dexter explained the reassessment process used by the Municipal Property Assessment Corporation (MPAC), reassessment shifts, and the Tax Rate Policy set by the Region of York.

Moved by: Mayor Barrow

a) That the presentation by David Dexter, Director of Financial Services and Treasurer, regarding the Residential Tax Bill be received.

Carried Unanimously

#### **4.3 Presentation by Louise Procter Maio, Chief Executive Officer, Richmond Hill Public Library, regarding the 2019 draft Operating Budget for the Richmond Hill Public Library Board**

Louise Procter Maio, Chief Executive Officer, Richmond Hill Public Library, and Stephen Chait, Richmond Hill Public Library Board member, made a presentation regarding the 2019 draft Operating Budget for the Richmond Hill Public Library Board.

S. Chait acknowledged the members of the Richmond Hill Public Library Board, provided an overview of their purpose and community value, and highlighted 2018 accomplishments and use indicators.

L. Procter Maio reviewed the Library Board governance under the *Public Libraries Act*; functional areas including customer experiences, community connections, technologies, content and administration; 2019 priorities and budget principles. She provided an overview of the 2019 draft operating budget for the Richmond Hill Public Library Board, noting budget pressures, base pressures, annualizations, and new/growth pressures. She concluded the presentation by highlighting the value of the Richmond Hill Public Libraries to the community.

Moved by: Councillor Beros

- a) That the presentation by Louise Procter Maio, Chief Executive Officer, Richmond Hill Public Library, regarding the 2019 draft Operating Budget for the Richmond Hill Public Library Board be received;
- b) That the 2019 draft Operating Budget for the Richmond Hill Public Library Board be approved at an increase of 2.4% from the 2018 operating budget, and the Board determine where to allocate the budget increase.

Carried

#### **4.4 Presentation by Steve Kraft, Fire Chief, regarding the Fire and Emergency Services Master Plan**

Steve Kraft, Fire Chief, made a presentation regarding the Fire and Emergency Services Master Plan. He advised that Dillon Consulting was retained to prepare the Fire and Emergency Services Master Plan for the Town of Richmond Hill, and provided an overview of the implementation plan and recommendations in the proposed plan. S. Kraft reviewed the

approved requests from Phase 1 of the implementation in 2017, and proposed requests for Phase 2 and Phase 3 to be implemented by 2023.

Moved by: Councillor Muench

- a) That the presentation by Steve Kraft, Fire Chief, regarding the Fire and Emergency Services Master Plan, be received.

Carried Unanimously

Moved by: Councillor Muench

- b) That the 2019 business case for 4 firefighter positions in the Community Services Department 2019 draft Operating Budget be approved.

Motion Failed to Carry on a Tie Vote

Moved by: Mayor Barrow

- b) That the 2019 business case for 6 firefighter positions in the Community Services Department 2019 draft Operating Budget be approved.

**Motion to Defer:**

Moved by: Councillor Beros

That the motion by Mayor Barrow relating to the business case for firefighter positions in the Community Services Department 2019 draft Operating Budget be deferred to the February 19, 2019 Budget Committee of the Whole meeting.

Motion Failed to Carry on a Tie Vote

Moved by: Mayor Barrow

- b) That the 2019 business case for 6 firefighter positions in the Community Services Department 2019 draft Operating Budget be approved.

Motion Failed to Carry on a Tie Vote

#### 4.5 SRCFS.19.005 - 2019 Operating Budgets

David Dexter, Director of Financial Services and Treasurer, advised that the recommendations approved by Committee would be consolidated by Financial Planning staff for presentation to the Special Council meeting on February 26, 2019.

Moved by: Mayor Barrow

- a) That the 2019 Town Operating Budget:
  - i. Summarized in Appendix 'A' to staff report SRCFS.19.005, with a recommended budget increase of \$3,328,700 and a total tax levy of \$114,973,200 (excluding supplementary taxes), be adopted subject to the following adjustments:
    - 1. Deletion of a permanent full time staff position in the Office of the Chief Administrative Officer 2019 draft Operating Budget (Director of Communications);
    - 2. Reduction of the Richmond Hill Public Library Board's 2019 draft net budget from 5.9% to 2.4%.
  - ii. That the 2019 Seniors Tax Assistance Grant be increased to \$399;
  - iii. That draft By-law 14-19, attached as Appendix 'D' to staff report SRCFS.19.005, as amended, be enacted to adopt the 2019 Town Services Operating Budget.
- b) That the Capital Asset Sustainability Fee budget increase of \$1,116,400 and total fee levy of \$4,231,600 for the 2019 taxation year, be adopted;
- c) That draft By-law 15-19, attached as Appendix 'E' to staff report SRCFS.19.005 be enacted to adopt the 2019 Water, Wastewater and Stormwater Budgets;
- d) That the Financial Outlook, attached as Appendix 'C' to staff report SRCFS.19.005, be received;
- e) That, as required by Ontario Regulation 284/09, *Municipal Act 2001*, the compliance report attached as Appendix 'G' to staff report SRCFS.19.005 be approved for expenses that have been excluded from the 2019 Draft Budget.

Carried Unanimously

**5. Adjournment**

Moved by: Councillor Muench

That the meeting be adjourned

Carried Unanimously

The meeting was adjourned at 4:50 p.m.