



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

### **Minutes**

**BCW#08-19**

**Tuesday, November 26, 2019, 9:30 a.m.**

**Council Chambers**

**225 East Beaver Creek Road**

**Richmond Hill, Ontario**

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

Staff Members Present:

N. Garbe, City Manager  
I. Brutto, Commissioner of Environment and Infrastructure Services  
M. Dempster, Commissioner of Corporate and Financial Services  
I. Simanovskis, Commissioner of Community Services  
K. Kwan, Commissioner of Planning and Regulatory Services  
D. Dexter, Director, Financial Services and Treasurer  
M. Gandhi, Director, Strategy, Innovation and Engagement  
S. Huycke, Director, Legislative Services/City Clerk  
A. Iannucci, Director, Information Technology/CIO  
D. Joslin, Director, Recreation and Culture  
N. Kalyvas, Director, Facility Design Construction and Maintenance  
S. Kraft, Fire Chief  
P. Lee, Director, Policy Planning  
M. Makrigiorgos, Regional and Local Councillor Chief of Staff  
G. Taylor, Director, Public Works Operations  
D. Terziewski, Director, Development Engineering and Transportation  
G. Li, Manager, Capital and Development Financing

L. Maitre, Manager, Capital Infrastructure Planning and Project Management Office  
A. Mandatori, Manager, Facility Engineering Services  
D. Flaherty, Constituency Assistant to the Regional and Local Councillor  
J. Goodwin-Hall, Supervisor, Support Services  
M. Lam, Financial Management Advisor  
H. Leung, Financial Management Advisor  
A. Li, Financial Management Advisor  
I. Treiger, Financial Management Advisor  
A. Stephen, IT Service Desk Technical Analyst  
L. Hood, Communications Advisor  
R. Ban, Deputy City Clerk  
L. Sampogna, Council/Committee Coordinator

**1. Adoption of Agenda**

Moved by: Councillor West

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

a) Delegation - Greg Horton, President, Richmond Hill Professional Firefighters Association - (Item 4.3)

Carried Unanimously

**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**

**3.1 Jack Tynan, Advertising Manager, York Region, Metroland Media, regarding the Liberal Advertising Contract and Notice Policy - (refer to Item 4.1)**

Jack Tynan, Advertising Manager, York Region, Metroland Media, addressed Committee regarding the Liberal Advertising Contract and Notice Policy. He advised that outreach was an important component that brings awareness to the City's services; noted their strong marketing proposal, content and design which captures the attention of readership; and reviewed the benefits of continuing to advertise in the Bulletin Board of the Richmond Hill Liberal newspaper. He advised that Metroland Media retains external consultants on an annual basis to survey readership and

provided results of the survey. J. Tynan reviewed the historic agreement with Richmond Hill, and expressed their interest in continuing to provide services to the City, including at a reduced frequency.

**3.2 Greg Horton, President, Richmond Hill Professional Firefighter Association, regarding the 2020 Operating Budget Update - (refer to Item 4.3)**

Greg Horton, President, Richmond Hill Professional Firefighters Association, addressed Committee regarding the 2020 Operating Budget update. He expressed concerns with the proposed 1% tax rate increase and the potential impact on the hiring of additional Firefighters and on the recommendations of the Fire and Emergency Services Master Plan.

Committee consented to waive Procedure By-law 74-12, as amended, to consider a Closed Session matter to discuss advice that is subject to solicitor-client privilege, and potential litigation affecting the City.

**Resolution to Move into Closed Session Meeting and General Nature Thereof:**

Moved by: Regional and Local Councillor Perrelli

a) That Committee resolve into a closed session meeting for the purpose of receiving advice that is subject to solicitor-client privilege, including communications necessary for that purpose, and potential litigation affecting the City (Section 239(2)(f) and (e) of the *Municipal Act, 2001*).

Carried

**Resolution to Reconvene in Open Session**

Committee moved into Closed Session and then returned to open session (10:24 a.m. to 10:49 a.m.)

**Adoption of Recommendations Arising from the Closed Session Meeting**

There were no recommendations arising from Closed Session.

**4. Scheduled Business**

**4.1 SRCFS.19.052 – Liberal Advertising Contract and Notice Policy (Additional Information)**

Moved by: Councillor Beros

- a) That Council approve the changes to the manner in which the City provides public notices and advertises services and events, as generally described in staff reports SRCFS.19.052 and SRCFS.19.044 (Attachment A to staff report SRCFS.19.52);
- b) That the Office of the Clerk's 2020 Operating Budget for Advertising expenses be reduced to reflect the approved changes to the manner in which the City provides public notices and advertises services and events, as described in staff report SRCFS.19.052;
- c) That a By-law to repeal and replace Notice By-Law 170-07, being Chapter 278 of the Municipal Code, as generally described in staff report SRCFS.19.052, be enacted;
- d) That all Council approved policies requiring newspaper notices be deemed amended to only require website and other digital media notices.

**Motion to Defer:**

Moved by: Mayor Barrow

- a) That consideration of Staff Report SRCFS.19.052 regarding the Liberal Advertising Contract and Notice Policy (Additional Information), be deferred to the January 28, 2020 Budget Committee of the Whole meeting.

A recorded vote was taken:

In favour: (5): Councillor Cilevitz, Councillor Chan, Mayor Barrow, Councillor West, Councillor Liu

Opposed: (4): Regional and Local Councillor DiPaola, Councillor Muench, Regional and Local Councillor Perrelli, Councillor Beros

Motion to Defer Carried (5 to 4)

**4.2 SRCM.19.15 - Third-Party Review of Non-Personnel Operating Budget – Audit and Accountability Fund Project**

Matt Colley, Lead Engagement Partner, provided an overview of the Non-Personnel Operating Budget Report. He extended his appreciation to City staff for working collaboratively towards their Report, and introduced Anthony Hamer, Value Creation Services Partner, and Khalil Hajjarah, Manager, Deloitte LLP who would be providing additional information related to the Report.

Anthony Hamer, Value Creation Services Partner, Deloitte LLP, made a presentation to Committee regarding the review of the City's non-personnel operating budget. He reviewed the objective of the Review, principals and scope, and highlighted the timelines for the 4 deliverables that were developed in the 5 phases of work. A. Hamer reviewed the baseline and financial trends by cost type and department, and reviewed the opportunities for improving control that would support reducing costs. A. Hammer concluded the presentation by reviewing the recommendations for potential savings that could be realized during the next 3 years.

Moved by: Mayor Barrow

a) That the Review of the City of Richmond Hill's Non-Personnel Operating Budget, funded by a grant through the Province of Ontario's 2019 Audit and Accountability Fund and completed by Deloitte, be received as presented in Attachment 1 to staff report SRCM.19.15;

b) That in accordance with the requirements of the Audit and Accountability Fund, the report from Deloitte be posted publicly on the City's website by November 30, 2019;

c) That staff report back with a plan to implement the recommendations in Deloitte's report, Attachment 1 to staff report SRCM.19.15.

Carried

#### **4.3 2020 Operating Budget Update**

David Dexter, Director, Financial Services and Treasurer, presented an update on the 2020 Operating Budget, noting the budget direction provided by Council and internally. He reviewed the 2020 operating budget status, base budget impacts, and summarized the areas of savings and efficiencies. D. Dexter provided details related to the new growth program items, sustainable funding sources, capital asset sustainability, Water and Wastewater budget, Stormwater Management budget, and outlined next steps to follow in 2020.

Moved by: Councillor West

a) That the presentation by David Dexter, Director of Financial Services and Treasurer, regarding the 2020 Operating Budget Update, be received.

Carried Unanimously

**4.4 SRCFS.19.048 - 2019 Reserve and Reserve Fund Status**

David Dexter, Director, Financial Services and Treasurer, presented an update on the 2019 Reserves and Reserve Fund status as at June 30, 2019. He provided details related to the purpose of Reserves and Reserve Funds, types of Reserves and Reserve Funds, and reviewed financial sustainability as a vital role of Reserves and Reserve Funds.

Moved by: Councillor Muench

a) That staff report SRCFS.19.048 regarding the 2019 Reserve and Reserve Fund status, be received for information purposes.

Carried Unanimously

**5. Adjournment**

Moved by: Regional and Local Councillor Perrelli

That the meeting be adjourned

Carried

The meeting was adjourned at 12:06 p.m.