



Budget Committee of the Whole Meeting

Minutes

BCW#01-21

Tuesday, January 26, 2021, 1:30 p.m.

(Electronic Meeting pursuant to Section 238(3.3) of the Municipal Act, 2001)

An Electronic Budget Committee of the Whole Meeting, pursuant to Section 238(3.3) of the *Municipal Act, 2001*, of the Council of the City of Richmond Hill was held on Tuesday, January 26, 2021 at 1:30 p.m. in Committee Room 1 via videoconference.

Committee Members Present via videoconference:

Regional and Local Councillor DiPaola, (Chair)
Mayor Barrow
Regional and Local Councillor Perrelli
Councillor Beros
Councillor Muench
Councillor Liu
Councillor West
Councillor Cilevitz
Councillor Chan

The following members of Staff were present via videoconference:

M. Dempster, City Manager
D. Joslin, Commissioner of Community Services
S. Adams, Commissioner of Corporate and Financial Services
K. Kwan, Commissioner of Planning and Infrastructure Department
A. Dimilta, City Solicitor
P. Masaro, Executive Director, Infrastructure and Engineering Services
D. Solomon, Chief Executive Officer, Library
S. Kraft, Fire Chief
S. Huycke, Director, Legislative Services
D. Dexter, Director, Financial Services and Treasurer
P. Lee, Director, Policy Planning
G. Galanis, Director, Development Planning
N. Kalyvas, Director, Facility Design Construction and Maintenance
A. Iannucci, Chief Transformation Officer
C. Treacy, Director Human Resources

- B. Levesque, Director, Infrastructure Delivery Services
- T. Steele, Director, Community Services Standards
- G. Taylor, Director, Public Works Operations
- D. Hearn, Director, Recreation and Culture
- R. Jones, Director, Information Technology/CIO
- N. Khan, Director, Building Division and Chief Building Official
- D. Terzievski, Director, Development Engineering and Transportation
- A. Ierullo, Director, Economic Development and Richmond Hill Center
- G. Li, Manager, Capital and Development Financing
- C. Stone, Manager, Revenue Services
- A. Li, Financial Management Advisor
- H. Leung, Financial Management Advisor
- I. Treiger, Financial Management Advisor
- J. Concepcion, Financial Management Advisor
- M. Lam, Financial Management Advisor
- D. Selicean, Capital and Reserves Management Advisor
- R. Ban, Deputy City Clerk
- S. Dumont, Council/Committee Coordinator

1. Adoption of Agenda

Moved by: Mayor Barrow

That the agenda be adopted as distributed by the Clerk.

Carried

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 SRCFS.21.004 – 2021 BIA Proposed Budget

Raika Sheppard, Chair of the Village of Richmond Hill Business Improvement Area (BIA) Board of Management, made a presentation regarding the 2021 BIA Proposed Budget. She advised of the BIA's budget ask, noting that it was slightly less than 2020 Operating Budget.

She advised of their decision to reallocate the BIA's budget in order to meet the current direction of the organization, which was a shift to a more online-based approach to sales and marketing. Ms. Sheppard advised that they were only seeking a tax levy of \$100,000 from the rateable properties in the business improvement areas, as a result of applying a portion of their surplus to this year's Operating Budget.

Moved by: Councillor West

a) That the 2021 gross operating budget of \$127,708 for the Village of Richmond Hill Business Improvement Area as provided within this report be approved; and

b) That the amount of \$100,000 be levied upon the rateable properties in the improvement areas.

Carried Unanimously

4.2 SRCFS.21.003 – 2020 Operating Forecast, COVID-19 Pressures and Updated Outlook

David Dexter, Director, Financial Services and Treasurer, began by commending staff within the City for their assistance with the budget, and extended special thanks to the Finance team under Gigi Li, Manager, Capital and Development Financing. D. Dexter provided an update on what had changed financially for the City since he was last in front of Committee in October. He noted that the deficit slightly increased at the end of the year, and that a slow recovery was being experienced due to the Stay-at-Home Order and second Provincial emergency. He also shared a summary of the 2020 COVID-19 financial impacts.

Moved by: Councillor Chan

a) That Staff Report SRCFS.21.003 regarding the 2020 Operating Forecast, COVID-19 Pressures and Updated Outlook, be received for information purposes.

Carried Unanimously

4.3 SRCFS.21.001 – 2021 Draft Operating Budget

David Dexter, Director, Financial Services and Treasurer, provided an overview of the budget process, and noted that the Draft Operating Budget fulfilled Council's direction. He reviewed economic and growth indicators and provided a high-level comparison of the 2021 Draft Budget

to the 2020 Budget. D. Dexter provided an overview of the 2021 Draft Operating Budget, and elaborated on the base budget with respect to base expenditures and revenues, savings/efficiencies, growth/service enhancements and unsustainable revenue sources. He reviewed the estimated tax impact on the average residential property owner in Richmond Hill, budget implications of recycling at super mailboxes, and advised of the recommendation within the staff report with respect to the Theatre. D. Dexter reviewed the COVID-19 related financial impact by department, financial outlook for 2022 to 2024, Water, Wastewater and Stormwater Budget highlights, and concluded by reviewing the recommendations within the staff report.

Moved by: Councillor Beros

- a) That the 2021 City Operating Budget;
 - a. Summarized in Appendix “A” with a recommended budget increase of \$0 and a total tax levy of \$117,956,300 (excluding supplementary taxes), be adopted;
 - b. That the 2021 Seniors Tax Assistance Grant remain at \$404;
 - c. That the draft By-law No. 7-21, attached as Appendix “D”, be enacted to adopt the 2021 City Operating Budget.
 - d. That any financial impact, as a result of Covid-19, be funded by the Safe Restart Agreement funds and staff to provide periodic financial update reports on the operating impact of the Covid-19 pandemic.
- b) That the Capital Asset Sustainability Fee budget increase of \$1,179,600 and total fee levy of \$6,571,700 for the 2021 taxation year, be adopted;
- c) That the draft By-law No. 8-21, attached as Appendix “E” be enacted to adopt the 2021 Water, Wastewater & Stormwater Budgets;
- d) That the Financial Outlook (attached as Appendix “C”) be received;
- e) That, as required by Ontario Regulation 284/09, Municipal Act 2001, the compliance report attached as Appendix “G” be approved for expenses that have been excluded from the 2021 Draft Budget.
- f) That Council support the review of the Theatre and Staff prepare options for Council consideration to reduce the tax support budget required.
- g) That the costs for recycling at additional Super Mailboxes not be included in the 2021 City Operating Budget and that Staff report back on

the implementation of recycling at Super Mailboxes with the deployment of staff and education for recycling at Super Mailboxes.

Carried Unanimously

4.4 SRCFS.21.002 – Capital Project Financial Status Report

David Dexter, Director, Financial Services and Treasurer, provided an overview of the Capital Project Financial Status Report. He advised of the recommendation to close 114 projects, and that 25 projects required consolidations, budget and funding adjustments. D. Dexter also reviewed by year the number of projects that were in progress, and the unspent financial commitments to those projects. He concluded the presentation by reviewing the recommendations within the staff report.

Moved by: Regional and Local Councillor Perrelli

- a) That all capital projects listed in Appendix “A”;
 - i. Be closed;
 - ii. Projects with unexpended funds be returned to source(s) as identified; and
 - iii. Projects with overspent funds be funded as identified.
- b) That Budget and Funding Adjustments, as noted in Appendix “B”, be approved; and
- c) That the Status of Capital Projects List in Appendix “E” be received.

Carried Unanimously

5. Adjournment

Moved by: Regional and Local Councillor Perrelli

That the meeting be adjourned

Carried Unanimously

The meeting was adjourned at 3:01 p.m.