



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

### **Minutes**

**BCW#02-21**

**Tuesday, April 27, 2021, 2:00 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, April 27, 2021 at 2:00 p.m. via videoconference.

Council Members present via videoconference:

Acting Mayor DiPaola  
Regional and Local Councillor Perrelli  
Councillor Beros  
Councillor Muench  
Councillor Liu  
Councillor West  
Councillor Chan

Regrets: Mayor Barrow  
Councillor Cilevitz

The following members of Staff were present via videoconference:

M. Dempster, City Manager  
S. Adams, Commissioner of Corporate and Financial Services  
D. Joslin, Commissioner of Community Services  
K. Kwan, Commissioner of Planning and Infrastructure Department  
A. Dimilta, City Solicitor  
P. Masaro, Executive Director, Infrastructure and Engineering Services  
D. Flaherty, Chief of Staff  
D. Dexter, Director, Financial Services and Treasurer  
G. Galanis, Director, Development Planning  
D. Hearn, Director, Recreation and Culture  
S. Huycke, Director, Legislative Services/City Clerk  
A. Ierullo, Director, Economic Development and Richmond Hill Center  
R. Jones, Director, Information Technology/CIO

N. Kalyvas, Director, Facility Design Construction and Maintenance  
N. Khan, Director, Building Division and Chief Building Official  
S. Kraft, Fire Chief  
P. Lee, Director, Policy Planning  
B. Levesque, Director, Infrastructure Delivery Services  
T. Steele, Director, Community Services Standards  
J. Stewart, Director, Public Works Operations  
D. Terzievski, Director, Development Engineering and Transportation  
L. Conde, Manager, Strategy and Government Relations  
K. Graver, Manager, Strategic Communications  
G. Li, Manager, Capital and Development Financing  
J. Concepcion, Financial Management Advisor  
M. Lam, Financial Management Advisor  
H. Leung, Financial Management Advisor  
D. Selicean, Capital and Reserves Management Advisor  
I. Treiger, Financial Management Advisor  
B. Yu, Financial Management Advisor  
K. Hurley, Council/Committee Coordinator

The following member of Staff was present on the 8<sup>th</sup> Floor:

R. Ban, Deputy City Clerk

**1. Adoption of Agenda**

Moved by: Councillor Chan

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.21.021 - 2021 Operating Forecast Q1**

David Dexter, Director, Financial Services and Treasurer, provided an overview of the 2021 Operating Forecast for Q1. He explained how the 2021 operating budget had anticipated a gradual re-opening of facilities, but the “Stay-at-Home” Orders delayed the City’s re-opening plans which subsequently limited the ability to run programs and earn revenues. D. Dexter advised that the City received additional “Safe Restart” Funding in 2021, and highlighted the COVID-19 financial related impacts on both the Operating Fund and Water and Wastewater Fund.

Moved by: Councillor Beros

a) That staff report SRCFS.21.021 regarding the 2021 Operating Forecast Q1, be received for information purposes.

Carried

##### **4.2 SRCFS.21.012 - 2022 Capital and Operating Budget Strategy**

David Dexter, Director, Financial Services and Treasurer, provided an update on the City’s 2022 Tariff of Fees process and guidelines, and provided an overview of the 2022 strategy and considerations for the capital and operating budgets. He reviewed the Water/Wastewater and Stormwater Management budget strategy and guidelines, noting a wholesale rate by the Region of York to be determined, and the approved new Stormwater management rate structure to be implemented as part of the 2022 billing process. D. Dexter concluded the presentation by reviewing the recommendations contained in staff report SRCFS.21.012.

Moved by: Councillor Muench

a) That staff report SRCFS.21.012 regarding the 2022 Capital and Operating Budget Strategy be received;

b) That staff present a 2022 Draft Capital Budget and Forecast that:

- i. Continues to manage the City’s capital program reflective of corporate priorities;
- ii. Maximizes all funding from external sources, development charges and reserve funding;
- iii. Incorporates Capital Sustainability Committee Outcomes;

- iv. That the Tax Supported Capital Program be capped at \$16 million dollars;
  - v. Leverages the Enterprise Asset Management/Asset Management Plan to prioritize asset needs.
- c) That staff present a 2022 Draft Operating Budget that:
- i. Supports Council priorities;
  - ii. The tax rate increase be no more than 0%;
  - iii. The operating budget considerations outlined in staff report SRCFS.21.012 be used as a guideline in the development of the 2022 Operating Budget.
- d) That staff present a 2022 Draft Water, Wastewater and Stormwater Budget that reflects the wholesale rate increase from Region of York and reflects approved factors from the Water/Wastewater Financial Plan and the Stormwater Financial Plan; and
- e) That staff be directed to proceed with the 2022 Budget process in accordance with the timetable outlined in Appendix “A” and guidelines described in staff report SRCFS.21.012.

Carried Unanimously

## **5. Adjournment**

Moved by: Councillor Muench

That the meeting be adjourned.

Carried Unanimously

The meeting was adjourned at 2:43 p.m.