



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

### **Minutes**

**BCW#05-21**

**Tuesday, November 23, 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, November 23, 2021 at 1:30 p.m. via videoconference.

Council Members present in Committee Room 1:

Acting Mayor DiPaola

Council Members present via videoconference:

Regional and Local Councillor Perrelli  
Councillor Beros  
Councillor Muench  
Councillor Liu  
Councillor Cilevitz  
Councillor West  
Councillor Chan

Staff members present via videoconference:

M. Dempster, City Manager  
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  
B. Burbidge, Fire Chief  
D. Dexter, Director, Financial Services and Treasurer  
D. Hearn, Director, Recreation and Culture  
A. Iannucci, Chief Transformation Officer  
A. Ierullo, Director, Economic Development and Richmond Hill Centre

R. Jones, Director, Information Technology/CIO  
N. Kalyvas, Director, Facility Design Construction and Maintenance  
N. Khan, Director, Building Division and Chief Building Official  
P. Lee, Director, Policy Planning  
B. Levesque, Director, Infrastructure Delivery Services  
D. Solomon, Chief Executive Officer, Richmond Hill Public Library  
T. Steele, Director, Community Services Standards  
J. Stewart, Director, Public Works Operations  
D. Terziewski, Director, Infrastructure Planning and Development Engineering  
C. Treacy, Director, Human Resources  
L. Conde, Manager, Strategy and Government Relations  
K. Graver, Manager, Strategic Communications  
G. Li, Manager, Capital and Development Financing  
S. Beukeboom, Project Manager, Corporate Innovation and Continuous Improvement  
J. Concepcion, Financial Management Advisor  
M. Lam, Financial Management Advisor  
H. Leung, Financial Management Advisor  
A. Li, Financial Management Advisor  
D. Selicean, Capital and Reserves Management Advisor  
I. Treiger, Financial Management Advisor  
B. Yu, Financial Management Advisor

Staff members present in Committee Room 1:

S. Huycke, City Clerk  
S. Dumont, Council/Committee Coordinator  
K. Hurley, Council/Committee Coordinator  
L. Sampogna, Council/Committee Coordinator

**1. Adoption of Agenda**

Moved by: Councillor Cilevitz

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.21.052 - 2022 Draft Operating Budget

David Dexter, Director, Financial Services and Treasurer, provided an overview of the 2022 Draft Operating Budget. He highlighted the budget process and direction given to staff from Council, reviewed the economic and growth indicators, and provided a high-level comparison of the 2022 Draft Budget to the 2021 Budget.

D. Dexter reviewed the details of the 2022 Draft Operating Budget, and elaborated on the base budget with respect to base expenditures and revenues, legislated pressures, program annualization, growth specific to staffing and programs, and unsustainable revenue sources. He discussed the Snow Windrow Opt Out Program and challenges that needed to be considered, highlighted the recommendations that arose from the review of the Richmond Hill Centre for the Performing Arts, and reviewed the funding strategy for the hiring of 16 firefighters. D. Dexter advised of the financial impact on the average single detached residential property in Richmond Hill, the continued financial impact of the COVID-19 pandemic on current and future operations, and highlighted the financial outlook for 2023 to 2025.

D. Dexter reviewed the Water and Wastewater and Stormwater budgets, provided a detailed overview of the 2021 Operating Forecast (Q4 update), and concluded the presentation by advising of the recommendations contained in the staff report.

Moved by: Regional and Local Councillor Perrelli

a) That the presentation by David Dexter, Director of Financial Services and Treasurer, in respect to the 2022 Draft Operating Budget be received with thanks;

b) That the 2022 City Operating Budget:

- i. Summarized in Appendix "A" to staff report SRCFS.21.052, with a recommended budget increase of \$0 and a total tax levy of \$119,676,900 (excluding supplementary taxes), subject to minor changes based on final Municipal Property Assessment Corporation (MPAC) tax roll update in December 2021, be adopted;
- ii. That the 2022 Seniors Tax Assistance Grant remain at \$404;

- iii. That draft By-law 138-21, attached as Appendix “D” to staff report SRCFS.21.052, be enacted to adopt the 2022 City Operating Budget;
  - iv. That any financial impact, as a result of Covid-19, be funded by the Safe Restart Agreement and/or Provincial Covid-19 Recovery Funds and staff provide periodic financial update reports on the operating impact of the Covid-19 pandemic.
- c) That the Capital Asset Sustainability Fee budget increase of \$1,196,800 and total fee levy of \$7,768,500 for the 2022 taxation year, be adopted;
- d) That draft By-law 139-21, attached as Appendix “E” to staff report SRCFS.21.052, be enacted to adopt the 2022 Water, Wastewater & Stormwater Budgets;
- e) That the Financial Outlook, attached as Appendix “C” to staff report SRCFS.21.052, be received;
- f) That, as required by Ontario Regulation 284/09, *Municipal Act 2001*, the compliance report, attached as Appendix “G” to staff report SRCFS.21.052, be approved for expenses that have been excluded from the 2022 Draft Operating Budget; and
- g) That the 2021 Operating Forecast Q4, attached as Appendix “I” to staff report SRCFS.21.052, be received for information purposes.

Carried Unanimously

#### **4.2 SRCFS.21.047 - Capital Project Financial Status Report**

Gigi Li, Manager, Fiscal Planning and Strategy, provided an overview of the Capital Project Financial Status Report. She advised of the recommendation to close 106 projects; and noted that 22 projects required consolidations, budget and funding adjustments, and 6 projects required funding adjustments with no financial implications. G. Li reviewed by year the number of projects that were still in progress and the unspent financial commitments to those projects, discussed in-year capital requests, and concluded the presentation by reviewing the recommendations contained in the staff report.

Moved by: Councillor West

- a) That the presentation by Gigi Li, Manager, Fiscal Planning and Strategy, regarding the Capital Project Financial Status Report, be received with thanks;

b) That all capital projects listed in Appendix “A” to staff report SRCFS.21.047:

- 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.

c) That Budget and Funding Adjustments, as noted in Appendix “B” to staff report SRCFS.21.047, be approved; and

d) That the Status of Capital Projects List in Appendix “E” to staff report SRCFS.21.047 be received.

Carried Unanimously

#### **4.3 SRCFS.21.062 - 2022 BIA Proposed Budget**

Raika Sheppard, Chair, Board of Management of the Village of Richmond Hill Business Improvement Area (BIA), made a verbal presentation regarding the proposed 2022 budget for the BIA. She advised the total 2022 budget amount was \$172,962.80, and that they were requesting \$100,000 be funded by a tax levy upon the rateable properties in the area, and the remaining amount was to be funded by the BIA Reserve Fund. R. Sheppard briefly highlighted changes from their 2021 budget in comparison to the proposed 2022 budget.

Moved by: Councillor West

a) That the verbal presentation by Raika Sheppard regarding the 2022 BIA Proposed Budget be received with thanks;

b) That the 2022 gross operating budget of \$172,962.80 for the Village of Richmond Hill Business Improvement Area as provided within staff report SRCFS.21.062 be approved; and

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

Carried

**5. Adjournment**

Moved by: Councillor West

That the meeting be adjourned.

Carried

The meeting was adjourned at 3:59 p.m.