



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

### **Minutes**

**BCW#04-24**

**Tuesday, November 5, 2024, 1:30 p.m.**

**Council Chambers**

**225 East Beaver Creek Road**

**Richmond Hill, Ontario**

A Budget Committee of the Whole meeting of the Council of the City of Richmond Hill was held on Tuesday, November 5, 2024 at 1:30 p.m. in Council Chambers via videoconference.

Council Members present in Council Chambers:

Regional and Local Councillor DiPaola (Chair)  
Mayor West (Vice-Chair)  
Regional and Local Councillor Chan  
Councillor Davidson  
Councillor Thompson  
Councillor Liu  
Councillor Cui  
Councillor Cilevitz  
Councillor Shiu

Staff Members present in Council Chambers:

D. Joslin, City Manager  
S. Adams, Commissioner of Corporate and Financial Services  
G. Galanis, Commissioner of Planning and Building Services  
P. Masaro, Commissioner of Infrastructure and Engineering Services  
T. Steele, Commissioner of Community Services  
S. Huycke, Director, Legislative Services/City Clerk  
R. Jones, Director, Information Technology/CIO  
G. Li, Director, Financial Services and Treasurer  
L. Chen, Manager, Financial Planning and Analysis  
D. Kwan, Manager, Technology Infrastructure  
M. Raza, Manager, Fiscal Strategy and Long-term Planning  
J. Concepcion, Financial Management Advisor

H. Leung, Financial Management Advisor  
A. Li, Financial Management Advisor  
R. Ban, Deputy City Clerk  
S. Dumont, Council/Committee Coordinator  
C. Connolly, Legislative Services Assistant

Staff Members present via videoconference:

B. Gorman, Chief Executive Officer, RHPL  
C. Debi, Director, Communications Services  
M. Flores, Director, Policy Planning  
D. Hearn, Director, Recreation and Culture  
A. Iannucci, Chief Transformation Officer  
A. Ierullo, Director, Economic Development and Richmond Hill Center  
D. DiRuscio, Manager, Cultural Services  
R. Fribance, Director, Strategy and Service Innovation, RHPL  
Y. Hwang, Director, Branch and Customer Experiences, RHPL  
N. Khan, Director, Building Division and Chief Building Official  
D. Terzievski, Director, Infrastructure Planning and Development Engineering  
L. Conde, Manager, Strategy and Government Relations  
D. Selicean, Financial Management Advisor - Capital and Reserves Management  
I. Treiger, Financial Management Advisor  
B. Yu, Financial Management Advisor  
J. Gu, Coordinator, Strategy and Government Relations

**1. Call to Order**

The Chair called the meeting to order at 1:30 p.m.

**2. Adoption of Agenda**

Moved by: Councillor Liu

That the agenda be adopted as distributed by the Clerk.

Carried

**3. Disclosures 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*.

**4. Delegation(s)**

There were no delegations.

## 5. Scheduled Business

### 5.1 Darlene Joslin, City Manager - City Manager Budget Message

Darlene Joslin, City Manager, began by expressing gratitude to Council, community members, and staff, for their valuable input, collaboration, and support in preparing the 2025 Budget, and highlighted the efforts of the Finance team that have culminated in the budget package. She provided introductory remarks regarding the draft budget, noting that the budget process involved a collaborative effort to balance financial forecasts, community needs, and priorities, while focusing on efficiencies, innovative solutions, and service enhancements. She highlighted key budget commitments emphasizing that the budget aimed to deliver the right services, maintain city infrastructure, and improve service delivery.

D. Joslin identified the priorities for the 2025 Budget, and remarked on the Council approved 2024-2027 Strategic Plan, noting that the City's goals were created to align to the Pillars in the Strategic Plan. She reviewed the goals under the three Pillars, and highlighted the results of the City's Continuous Improvement Program.

D. Joslin remarked on the City's Asset Management Plan, the continued growth of maintenance-related activities, and the awards and industry recognition the City has received. She advised of the goals developed for 2025 to track the City's progress and to ensure alignment to the Strategic Plan under each of the three Pillars.

Moved by: Councillor Davidson

a) That the presentation by Darlene Joslin, City Manager, regarding the City Manager Budget Message be received.

Carried Unanimously

### 5.2 Gigi Li, Director, Financial Services and Treasurer - 2025 Draft Budget Overview

Gigi Li, Director, Financial Services and Treasurer, provided introductory remarks regarding the 2025 Draft Budget and outlined the purpose of a budget, methods of public engagement, the budget endorsement process, and Council's direction for the 2025 Budget. G. Li reviewed internal and external factors impacting the budget, the services provided by the City, the funding sources for the City's various budgets, and provided a breakdown of the total budget.

G. Li reviewed the 2025 Draft Consolidated Operating Budget, including its funding sources, staff's internal budget process, challenges and opportunities influencing the budget, and the budget categories. She explained how the City balances the budget, reviewed the distribution of property tax by service and its allocation between York Region, local school boards and the City, and provided an estimate of the annual impact of the tax rate increase on a residential household.

G. Li reviewed the 2025 Draft Capital Budget and its key priorities, highlighting the allocation between State of Good Repair and Growth, investments into the City's assets, funding sources and budget pressures. She concluded the presentation by reviewing next steps in the budget process.

Moved by: Regional and Local Councillor Chan

a) That the presentation by Gigi Li, Director, Financial Services and Treasurer, regarding the 2025 Draft Budget Overview be received.

Carried

### **5.3 SRCS.24.17 - Cultural Centre**

Moved by: Mayor West

a) That staff report SRCS.24.17 regarding the new Cultural Centre be received.

Carried Unanimously

## **6. Closed Session**

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

Moved by: Councillor Cilevitz

That Budget Committee of the Whole move into Closed Session:

a) To consider matters relating to the security of the property of the municipality with respect to the City's IT Security Program, pursuant to Section 239(2)(a) of the Municipal Act, 2001.

Carried Unanimously

### **6.2 Resolution to Reconvene in Open Session**

Committee moved into closed and then returned to open session (2:52 p.m. to 3:11 p.m.).

**6.3 Adoption of the Recommendations Arising from the Closed Session Meeting (if required)**

**6.3.1 SRCFS.24.057 - Confidential Staff Report regarding the City's IT Security Program - (Item A)**

Moved by: Regional and Local Councillor Chan

a) That Budget Committee of the Whole recommends that the Mayor direct staff to include the following capital and operating costs to the draft 2025 and 2026 budgets (as described in Confidential Staff Report SRCFS.24.057):

- i. Addition of \$200,000 in 2025 Capital Budget for cyber security projects
- ii. Addition of \$100,000 in 2025 Operating Budget for Cybersecurity contracts
- iii. Addition of 1 FTE Position in 2025 Operating Budget - Sr. Security Analyst
- iv. Addition of 1 FTE Position in 2025 Operating Budget – Security Analyst
- v. Addition of 1 FTE Position in 2026 Operating Budget – Security Analyst

Carried Unanimously

**7. Adjournment**

Moved by: Councillor Cilevitz

That the meeting be adjourned.

Carried Unanimously

The meeting was adjourned at 3:15 p.m.