



BUDGET COMMITTEE MINUTES

2018 OPERATING BUDGET

DECEMBER 4, 2017

Minutes of the Budget (Operating) Committee meeting held on December 4, 2017, at 1:30 p.m., in the Council Chambers, Halton Hills Civic Centre.

MEMBERS PRESENT: Councillors M. Albano, T. Brown, J. Fogal, J. Hurst, B. Inglis, M. Johnson (Acting Mayor), D. Kentner, A. Lawlor, B. Lewis, C. Somerville

REGRETS: Mayor R. Bonnette

STAFF PRESENT: A. B. Marshall, Chief Administrative Officer; W. Harris, Commissioner of Recreation & Parks; C. Mills, Commissioner of Transportation & Public Works; J. Diamanti, Commissioner of Corporate Services; J. deHooze, Commissioner and Chief of Fire Services; J. Linhardt, Commissioner of Planning & Sustainability; M. Leighton, Treasurer & Manager of Accounting; W. O'Donnell, Manager of Finance; S. Burke, Manager of Planning Policy; D. Robertson, Senior Financial Analyst; T. Claessens, Financial Analyst; D. Szybalski, Economic Development and Corporate Policy Advisor; A. Fuller, Manager of Corporate Communications; M. Colquhoun, Manager of Information Services; R. Cockfield, Senior Policy and Intergovernmental Affairs Advisor; S. Hamilton, Manager of Facilities; S. Howard, Manager of Recreation Services; S. Silver, Senior Advisor Strategic Planning and Continuous Improvement; K. Okimi, Manager of Parks and Open Space; D. Spear, Superintendent of Public Works; C. Nicolucci, Senior Public Works Supervisor; G. Clarke, Manager of Sustainability and Climate Change; G. Cannon, Chief Librarian; M. Van Ravens, Manager of Transportation; A. Prueter, Senior Financial Analyst; S. Jones, Clerk and Director of Legislative Services

1. OPENING OF THE BUDGET MEETING

The purpose of this meeting is to discuss the 2018 Operating Budget.

2. DISCLOSURES OF PECUNIARY INTEREST

The Chair called upon Members of the Budget Committee to declare any pecuniary interest they might have on the agenda this date.

Councillor J. Hurst declared a pecuniary Interest with respect to Item 9.B of these Minutes the Acton Business Improvement Area Budget as he owns property within the Business Improvement Area including the building in which the Acton BIA operates; and Budget Inclusion 2.39 as he is the landlord of the property that houses the Off The Wall youth centre. He did not partake in any discussions or voting on these items.

3. OPERATING BUDGET DELEGATIONS

NIL

4. PRESENTATIONS

- A. Moya Leighton, Treasurer & Manager of Accounting Presentation to Budget Committee regarding the 2018 Proposed Operating Budget & Business Plans.

(PowerPoint on file in the Clerks Office)

(Refer to Item 5B of these Minutes, Report No. CORPSERV-2017-0031)

M. Leighton noted that the Town portion of the Operating Budget is being presented at 3.9% as per Council's direction. Overall, with the proposed regional budget and education rates (based on 2017 rates), the impact would be an increase over 2017 of \$21 per \$100k of assessment. The operating budget process involved consulting and advising Council through a budget overview in August, communications of departmental Business Plans, and detailed ward briefings. New in the budget are the Business Plan templates which are more focused and include key performance indicators.

The operating budget was developed with the guiding principles of delivering efficient and effective services in a fiscally responsible way; managing opportunities for growth; fostering economic development in the community; promoting fiscal success and sustainability; and continuing to support a high quality of life for all residents.

In terms of significant budget challenges Ms. Leighton advised that 1) assessment is lower than the projected 1.2% largely due to modest growth in industrial/commercial assessment; 2) the various non- discretionary increases and levies that impact the overall budget; and 3) inclusion of request that support

Council's priorities and policies. She further advised that a review of the Town's financial portfolio and optimal 5 year financial plan for reserves, debt load and capital projects and cash flow will be outlined in the Long Range Financial Plan which is set to come before Council early in 2018.

Ms. Leighton concluded by noting that consultation with Council and staff in preparing the Operating budget included careful consideration of bet option to meet the 3.9% target. As in past years, reserves have been used to support the budget and allow the Town to continue with current service level. Staff is confident that the 2018 Operating Budget offers a balance of advancing the priorities of Council, supporting the themes of capacity and community building, and maintaining the Town's positive fiscal position.

5. REPORTS FROM OFFICIALS – TWO (2) ITEMS FOR RECOMMENDATION

- A. CORPORATE SERVICES, REPORT NO. CORPSERV-2017-0032 dated November 22, 2017 regarding Ontario Regulation 284/09 2018 Budget.
(Recommendation No. BU-2017-0004)

THAT Report No. CORPSERV-2017-0032 dated November 22, 2017 regarding Ontario Regulation 284/09 2018 Budget be received;

AND FURTHER THAT Council adopts this report, which meets the requirements of Regulation 284/09 and outlines the preparation of the 2018 Operating and Capital Budgets in a format that is compliant with the Public Service Accounting Board (PSAB).

CARRIED

- B. CORPORATE SERVICES, REPORT NO. CORPSERV-2017-0031 dated November 24, 2017 regarding the 2018 Proposed Operating Budget & Business Plans.
(Recommendation No. BU-2017-0005)

THAT Report No. CORPSERV-2017-0031 dated November 24, 2017 regarding the 2018 Proposed Operating Budget be received;

AND FURTHER THAT the proposed base Operating Budget levy increase of 2.9% be approved;

AND FURTHER THAT the proposed 0.4% dedicated levy for Provincial legislation changes to the minimum wage and benefits for part-time staff be approved;

AND FURTHER THAT the proposed 0.6% Fire Services levy be approved;

AND FURTHER THAT the 2018 proposed Operating Budget for general Town purposes be approved at a net for levy amount of \$47,322,000, being a total Town tax levy increase of 3.9% excluding provisions for the Acton and Georgetown Business Improvement Associations, equating to an estimated overall increase of 2.4% including Town, Region and Education portions.

CARRIED

6. BUDGET REFERRALS

Included in Report No. CORPSERV-2017-0031.

7. REVIEW OF 2018 OPERATING BUDGET

Council reviewed overall budget summaries for each area outlined within the budget binder.

8. CLOSED SESSION/CONFIDENTIAL REPORTS FROM OFFICIALS

NIL

<p>9. OTHER BUDGETS – BUSINESS IMPROVEMENT AREAS (BIA) – TWO (2) ITEMS FOR RECOMMENDATION</p>
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A. **Georgetown Central Business Improvement Area.
(Recommendation No. BU-2017-0006)**

THAT the 2017 Proposed Budget of \$245,610 for the Georgetown Central Business Improvement Area be approved as presented.

CARRIED

B. Acton Business Improvement Area.
(Recommendation No. BU-2017-0007)

THAT the 2017 Proposed Budget of \$157,990.00 for the Acton Business Improvement Area be approved as presented.

CARRIED

10. ADJOURNMENT

The meeting adjourned at 3:20 p.m.

Rick Bonnette

MAYOR

Suzanne Jones

CLERK