



General Committee Budget Meeting Report
Tuesday, December 10, 2019
7:00 p.m.
Council Chamber, Town Hall

Mayor A. Thompson
Councillor I. Sinclair
Councillor L. Kiernan
Councillor J. Downey
Councillor C. Early
Councillor J. Innis
Councillor N. deBoer
Councillor T. Rosa
Councillor A. Groves (absent)

Acting Chief Administrative Officer: C. Herd
General Manager, Strategic Initiatives: D. Arbuckle
General Manager, Community Services: P. Tollett
General Manager, Finance and Infrastructure Services: F. Wong
Treasurer: H. Haire
Acting Manager, Revenue/Deputy Treasurer: G. Lee
Acting General Manager, Corporate Services: L. Hall
Manager, Legal Services/Town Solicitor: A. Alyea
Manager, Legislative Services/Deputy Clerk: A. Fusco
Coordinator, Council Committee: J. Lavecchia
Fire Chief: D. Bailey
Interim Manager, Transportation Engineering: A. Olia

CALL TO ORDER

Chair J. Innis called the meeting to order in the Council Chamber at 7:02 p.m.

Chair J. Innis acknowledged Reese Meyer, a local resident diagnosed with a brain tumor. She recognized the support that the community has shown Reese and advised that awareness bracelets are available for donation.

DISCLOSURE OF PECUNIARY INTEREST

None.

CONSENT AGENDA

The General Committee reports that the following matters were dealt with on the consent portion of the agenda and recommended to Town Council for consideration of adoption at its meeting to be held on December 17, 2019:

Staff Report 2019-0243: Ontario Regulation 284/09 2020 Budget

That the full accrual accounting items identified in Staff Report 2019-0243 be approved and included as budget figures in the December 31, 2020 audited financial statements; and

That the Treasurer be authorized to make the required amendments to the budget figures in the Town's audited financial statements for any amendments to the Town's budget approved by Council.

STAFF REPORTS

Heather Haire, Treasurer, Town of Caledon provided an update on the budget process for the Proposed 2020 Budget. Ms. Haire noted that an Open House was held November 27, 2019 and an online survey was created as an opportunity for members of the public to provide feedback.

The General Committee recommends adoption of the following recommendations:

Staff Report 2019-0244: Proposed 2020 Budget

That the 2020 Operating Budget net increase of \$3,037,101 representing a 4.34% average residential tax increase to the Town levy only be approved;

That the 2020 Budget, be approved at a net Town tax levy amount of an estimated \$73,082,239 inclusive of:

- a) a base operating budget increase of \$2,788,561 which includes \$1,516,886 in recommended Change in Service Levels (as outlined in Schedule B of Staff Report 2019-0244), and
- b) additional Tax Levy Funded Capital of \$1,803,542 for a total tax funded capital program of \$21,373,644 (as outlined in Schedule A of Staff-Report 2019-0244)

That for 2020, 50% assessment growth revenues in the amount of \$777,501 be used to offset the financial impact of the Town's tax funded capital program;

That for 2020, the remaining 50% assessment growth revenues of \$777,501 be used to offset the financial impact of the base operating budget;

That a special levy for Broadband of \$300,000 be approved;

That the Town's operating budget, in the gross expense budget amount of \$104,881,751 be approved funded from the sources listed below:

Operating Budget Funding Sources	Amount
Tax Revenue (including supplementary, PILs)	\$75,208,061
Fines & Penalties	\$5,680,539
User Fees / Rentals	\$14,769,412
Transfer from Development Charge Reserve fund to fund the Fire Aerial growth-related debt servicing costs	\$47,535
Transfer from Community Improvement Plan Reserve	\$100,000
Transfer from Building Stabilization Reserve fund	\$124,524
Interest	\$3,915,143
Grants	\$976,602
Sales	\$209,132
Other	\$3,850,803
Total Operating Budget Funding	\$104,881,751

That the 2020 capital program (expenditures and funding sources), in the gross capital budget amount of \$79,463,416 as listed in Schedule A of Staff Report 2019-0244 be approved and funded from the funding sources as follows:

Tax Levy Funding	\$21,373,644
Gas Tax Funding	\$7,342,354
Aggregate Levy	\$500,000
Broadband Levy	\$300,000
Building Permit Stabilization Reserve	\$496,850
Facility Repairs and Reinvestment Reserve	\$205,000
Fire Equipment Reserve	\$100,000
Fleet Equipment Reserve	\$438,443
Capital Asset Replacement Reserve	\$2,095,609
Tax Funded Capital Contingency Reserve	\$1,500,000
Comprehensive Adaptive Management Plan Reserve	\$60,800
Development Charge Reserves	\$26,354,302
Debenture	\$4,370,184
Region of Peel	\$511,346
Grant – Ontario Community Infrastructure Fund	\$1,416,073
Developer Contributions	\$12,368,811
Other	\$30,000
Total Capital Funding	\$79,463,416

That the Town's LED Retrofit Phase 2 (non cobrahead) and Adaptive Controls Program capital project 20-108 in the amount of \$3,370,184, be funded from a debenture to be issued, through the Region of Peel, following installation;

That the Town's Surface Treatment program, capital project 20-001 in the amount of \$1,000,000, be funded from a debenture to be issued, through the Region of Peel, following construction;

That the Treasurer's update of the Town's projected debt servicing charges as it impacts the Town's Annual Repayment Limit for all previously approved debentures and the proposed debenture outlined in Staff Report 2019-0244, be received;

That a 2020 wage increase of 1.75% for all eligible non-union staff including Council members be approved for 2020, effective for the first pay period in January 2020;

That the Treasurer be authorized to issue cheques or in-kind grants to the organizations in the amounts listed in Schedule C of Staff Report 2019-0244 as part of the Town's Municipal Agricultural and Community grants program (MACG);

That a single source contract be awarded to Watson & Associates Economists Ltd. for work associated with Bill 108 legislation, to an upset limit of \$175,000 funded from capital project 20-040;

That 2020 budget placeholder, in the amount of \$7,500, be established in the 2020 budget for the Albion Bolton Agricultural Society related to the Town's contribution for annual maintenance costs for the use of the track and field area;

That the Treasurer be authorized to make technical adjustments to the 2020 Capital and Operating budget based on business needs, good accounting practices and assessment growth from the return of the municipal assessment roll to be received from the Municipal Property Assessment Corporation;

That staff be authorized to submit applications for grants that would reduce expenditures associated with projects, programs and services approved as part of the operating and capital budgets, or to advance improvements where such grants represent the full value of the service or capital improvement;

That staff be authorized to submit and authorize claim summary reports, project status update reports, any other grant reporting that is required as part of the grants that would reduce expenditures associated with projects, programs and services approved as part of the operating and capital budgets, or to advance improvements where such grants represent the full value of the service or capital improvement;

That the Mayor and Clerk be authorized to execute any agreements that may be required to accept grant funding from other levels of governments or other partners to reduce expenditures associated with programs, services and/or capital projects or to advance improvements where such grants represent the full value of the service or capital improvement;

That the Town's 10-year capital forecast and basic principles for a multi-year long term plan, approved in principle, and incorporated into the Town of Caledon's Council Work Plan;

That the Treasurer be authorized to make adjustments to the 10-year capital forecast as a result of any changes made by Council to the budget, any technical changes required or based upon budget discussions that have occurred if deemed appropriate;

That the Treasurer be authorized to establish new reserve funds as a result of the 2020 Budget;

That the Clerk be authorized to prepare all necessary by-laws to implement the above recommendations;

That the 2020 Budget be amended to include a new capital project, in the amount of \$50,000 funded by Tax Levy funding, for the installation of streetlights along Cedar Mains Drive in Caledon;

That the 2020 budget be amended to add a funded Change in Service Level to Convert Coordinator, Adult 55+ role from Permanent Part Time to Permanent Full Time headcount

in the pro-rated amount of \$21,390 from the Tax Levy Funding with an annualized 2021 amount of \$42,780;

That staff be directed to investigate and create a business case for a contracted windrow clearing service for all Caledon property owners that are seniors and/or persons with disabilities and report back by June 2020;

That the 2020 Budget be amended to fund the Change in Service Level attached to Memorandum dated December 10, 2019 entitled "Proposed Proactive Land Use Enforcement to Address Illegal Parking and Storage of Tractor Trailers and Commercial Vehicles" in the amount of \$476,838 funded by the tax levy;

That the 2020 Budget be amended to include a new capital project, in the amount of \$451,894 funded by Tax Levy funding, \$91,125 funded from Library Development Charges Reserve and \$769,500 funded from Recreation Development Charges Reserve, for the Detailed Design of Caledon East Community Complex Phase 4 to include a pool and a Library Branch;

That the 2020 Budget be amended to fund Capital Project #20-124 Town Initiated Official Plan and Zoning Amendment – Poltowa Country Club Lands, in the amount of \$145,000 funded by Tax levy funding;

That the 2020 budget be amended to add the unfunded Capital Project 20-071 Beryl Bland Parkette Swings in the amount of \$7,500 from the Tax Levy Funding and \$7,500 from the Cheltenham Area Residents Association;

That the 2020 budget be amended to add the unfunded Capital Project 20-088 Lloyd Wilson Centennial Arena- change Room Bathroom Upgrades in the amount of \$20,000 from the Tax Levy Funding; and

That the 2020 budget be amended to reduce the funded Change in Service Level #12, Additional Stormwater Staff (Manager – Stormwater Services & two Project Managers) by two project managers full time headcounts in the amount of \$129,627 of tax levy funding; and

That the 2020 budget be amended to increase the funded Change in Service Level #12 in the amount of \$70,000 in Tax Levy Funding for a consultant to assist in the development a stormwater strategic/master plan for the new stormwater division.

Councillor J. Innis vacated the role of Chair and Councillor C. Early assumed the role of Chair at 8:22 p.m.

Councillor J. Innis resumed the role of Chair at 8:29 p.m.

This matter was recommended to Town Council for consideration of adoption at its meeting to be held on December 17, 2019.

The General Committee recessed from 8:32 p.m. to 8:45 p.m.

The General Committee recommends adoption of the following recommendations:

Staff Report 2019-0266: Proposed 2020 Fees By-law

That By-Law 2019-001 be repealed and replaced with a by-law establishing fees as set out in Schedule A to Staff Report 2019-0266 in accordance with the Municipal Act, 2001 to take effect January 1, 2020; and

That the 2018 approved tax subsidy for Recreation of 47% be increased to 49%.

This matter was recommended to Town Council for consideration of adoption at its meeting to be held on December 17, 2019.

CORRESPONDENCE

The General Committee recommends adoption of the following recommendations:

2019 Capital Status Report

That staff be directed to develop a capital status report quarterly and report to Council, and

That a full detailed report of capital status for each open project be presented to Council in February with recommendations on how to fully utilize funding.

This matter was recommended to Town Council for consideration of adoption at its meeting to be held on December 17, 2019.

ADJOURNMENT

The Committee adjourned at 9:27 p.m.