



City of Brockville Council Meeting

Wednesday, September 07, 2011, 5:30 pm
City Hall, Council Chambers

Roll Call

Council Members:

Mayor D. Henderson
Councillor J. Baker (7:33 p.m)
Councillor D. Beatty
Councillor L. Bursey
Councillor J. Earle
Councillor J. Fullarton
Councillor L. Journal
Councillor M. Kalivas (*exit at 7:35 p.m.*)
Councillor D. LeSueur
Councillor M. McFall

Staff:

Mr. J. Baker, Director of Human Resources
Mr. B. Casselman, City Manager
Mr. C. Cosgrove, Director of Operations
Ms. D. Cyr, Director of Finance
Ms. D. Gordon, Financial Analyst - General
Mr. H. Jones, Fire Chief
Ms. D. Livingstone, Deputy City Clerk (Recording Secretary)
Ms. M. Pascoe Merkley, Director of Planning
Mr. D. Paul, Director of Economic Development
Mr. P. Raabe, Director of Environmental Services
Ms. S. Seale, City Clerk
Ms. L. White, Manager of Strategic Initiatives

MAYOR'S REMARKS

Mayor Henderson commented that this budgetary process has been moved up in to the fall of 2011. The goal is to streamline the process and have the approaching budget completed before the beginning of the fiscal year.

DISCLOSURE OF INTEREST

Nil.

MOTION TO MOVE INTO COMMITTEE OF THE WHOLE COUNCIL

Moved by: Councillor McFall

Seconded by: Councillor Fullarton

THAT we adjourn and meet as Committee of the Whole Council, with the Mayor in the Chair.

CARRIED

STAFF REPORTS

2011-090-09

2012 Budget Workshop

Moved by: Councillor Journal

THAT Council adopts the guidelines as outlined in Budget Workshop Report 2011-090-09.

CARRIED, AS AMENDED ON A LATER VOTE

Discussion:

Councillor Beatty inquired about the 2011 service cuts to offset the deficit. Were these cuts only in 2011 or will they be reflected in 2012? Bob Casselman responded that the level of service will return to normal in 2012.

The unfinanced projects (skateboard park and history book) listed on page 10 of the report were discussed. Councillor Journal suggested using the surplus capital funds to finance these projects. Rather than financing these projects, wait for surplus capital funds and work at reducing debt and freeing cash to fund unfinanced projects. Calculate the constancy rate to reduce the fluctuation in the debenture amount. Donna Cyr noted that large projects are the reason for the fluctuation.

Councillor Baker arrived at 7:33 p.m.

Councillor Kalivas exited at 7:35 p.m.

Schedule & Timetable - A review of the schedule and timetable took place. Councillor Earle suggested the last December meetings be moved to January to allow reporting on year-end variances.

Councillor Journal suggested beginning the capital budget in November, departments, committees and boards in January so focus improves and more financial information is available; the goal being to approve the budget in January 2012. Discussion was agreeable pulling back on meetings in December, capital budget being completed in October and the operating budget beginning in November. Mayor Henderson suggested incorporating presentations from Boards and Committees in to the end of Council meetings.

The suggested timetable is as follows:

October	Capital Budget
November	Commence Operating Budget
January	Complete Operating budget, Water and Wastewater budgets, Incremental items and adoption

Amendment to Motion

Moved by: Councillor Baker

THAT the following guidelines (#3 and #4) be deleted from the Recommended Budget Guidelines:

“Department net operating budgets are not to exceed the lesser of 3% or the September Provincial Consumer Price Index”

AND

“Direction given to all Boards and Committees that municipal contribution requests should not exceed the lesser of 3% or the September Provincial Consumer Price Index”

DEFEATED

Moved by: Councillor McFall

THAT the Notional levy as recommended in the Recommended Budget Guidelines (#2) be reduced from 5% to 4%.

CARRIED

Councillor McFall suggested that a review of the user fees should be comprehensive. As tax rates creep higher, user fees should be competitive.

Moved by: Councillor Fullarton

THAT the following guidelines (#10) be deleted from the Recommended Budget Guidelines:

“Necessary funds to be allocated to complete an external service delivery review”.

CARRIED

External Service Delivery – Mayor Henderson indicated that two types of service delivery reviews can be completed; operational or service delivery review. He noted that KPMG is capable of providing both type of municipal external service delivery review and that the cost would be approximately \$50,000. Quinte West has completed an operational review at that cost of \$50,000.

Councillor Fullarton would like to have the external service delivery review removed from the Guidelines but would like to see a presentation and receive additional information.

Councillor McFall indicated that having an external service delivery is an item that she has been lobbied on and that the Chamber of Commerce has advocated. It was suggested that in-house staff may not be the best to recommend how to save money.

Councillor Baker disagreed with Councillor Fullarton, that it is necessary to have the external service delivery review in the guidelines in order to reflect Council's vision.

Councillor Journal noted that if the item stays in the guidelines it is seen as a commitment without having had a debate or formal discussion.

Councillor Beatty noted that Brockville is servicing a population of 35,000 with a tax base coming from 20,000 people.

A discussion took place regarding the process for requesting additional information/research. Council members are to ask for the information at a budget meeting; the request will be discussed and a straw vote will be taken. If necessary a motion will be made.

The vote on the original motion, as amended, was now taken and the motion, as amended, was carried.

Amended Motion

Moved by: Councillor Journal

THAT Council adopt the recommendations as amended.

CARRIED

MOTION TO RETURN TO COUNCIL

Moved by: Councillor McFall

THAT we revert from Committee of the Whole Council, to Council.

CARRIED

ADOPTION OF REPORT OF THE COMMITTEE OF THE WHOLE COUNCIL

Moved by: Councillor McFall

Seconded by: Councillor Fullarton

THAT the report of the Committee of the Whole Council be adopted and that the necessary actions or by-laws be enacted.

CARRIED

CONFIRMATORY BYLAW FIRST AND SECOND READING

Moved by: Councillor Journal
Seconded by: Councillor Earle

THAT By-law Number 075-2011 to confirm the Proceedings of Council at its meeting held on September 7, 2011 be read a first and second time.

CARRIED

CONFIRMATORY BYLAW THIRD READING

Moved by: Councillor Journal
Seconded by: Councillor Earle

THAT By-law Number 075-2011 to confirm the Proceedings of Council at its meeting held on September 7, 2011 be now read a third time, signed by the Mayor and Clerk, sealed with the Seal of the Corporation and be recorded.

CARRIED

MAYOR'S ANNOUNCEMENTS

Nil.

ADJOURNMENT

Moved by: Councillor Journal

THAT Council adjourn its proceedings until the next regular meeting scheduled for September 13, 2011.

CARRIED

Meeting adjourned at 9:45 p.m.

Mayor

City Clerk

RECOMMENDED BUDGET GUIDELINES

(as amended)

1. Departmental budgets to be presented based upon existing service levels. Any amendments resulting from new legislation, Council direction or incremental requests shall be presented separately to Council
2. 2012 Notional Tax Rate increase, which is the equivalent of levy increase, is not to exceed 4%
3. Departmental net operating budgets are not to exceed the lesser of 3% or the September Provincial Consumer Price Index
4. Direction given to all Boards and Committees that municipal contribution requests should not exceed the lesser of 3% or the September Provincial Consumer Price Index
5. Departments to complete a review of their User Fees taking into consideration legislation and benchmark positions
6. Amendment to the City's current financial plan
 - increase the contribution to the Finance Plan by the equivalent of 1% of the tax levy (\$300,000) in support of both tactical and strategic capital needs
7. A summary report of budget adjustments which are the result of the Community Improvement Plans be provided
8. A summary report of budget adjustments which are to achieve annual targets of the Community Strategic Plan
9. Staff to make recommendations on how to utilize Federal Gas Tax in conjunction with funding eligible capital project