

## **Finance Committee Minutes**

### **City of Peterborough**

June 10, 2019

Roll Call        Councillor Akapo  
                     Councillor Baldwin  
                     Councillor Beamer  
                     Councillor Clarke  
                     Councillor Pappas, Chair  
                     Councillor Parnell  
                     Councillor Riel  
                     Mayor Therrien  
                     Councillor Vassiliadis  
                     Councillor Wright  
                     Councillor Zippel

Staff             Sandra Clancy, Chief Administrative Officer  
                     Cynthia Fletcher, Commissioner of Infrastructure and Planning Services  
                     Richard Freymond, Commissioner of Corporate and Legislative Services  
                     John Kennedy, Clerk  
                     Bill McDougall, Budget and Operations Analyst  
                     Yvette Peplinskie, Manager of Financial Services  
                     Brendan Wedley, Manager of Communication Services

#### **Call to Order**

The meeting was called to order at 4:45 p.m. in the Council Chambers, City Hall.

#### **Confirmation of Minutes**

Moved by Gary Baldwin

**That the Finance Committee minutes of May 22, 2019 be approved.**

Carried

**Disclosure of Pecuniary Interest**

There were no disclosures of Pecuniary Interest

**Consent Agenda**

Moved by Councillor Vassiliadis

**That items 5.b, 5.c and 5.e be approved as part of the Consent Agenda.**

Carried

Management Letter and Verbal Audit Findings Report for the year ended December 31, 2018

Report CLSFS19-026

Moved by Councillor Vassiliadis

**That Council approve the recommendation outlined in report CLSFS19-026 dated June 10, 2019, of the Commissioner of Corporate and Legislative Services as follows:**

**That the audit of the December 31, 2018 Financial Statements Letter (Management Letter) appended to report CLSFS19-026 and the Verbal Audit Findings Report presented by Baker Tilly KDN Kawarthas LLP for the year ended December 31, 2018 be received as information.**

Carried

Audit of the Consolidated Financial Statements of the City of Peterborough - Acknowledgement Letter

Report CLSFS19-024

Moved by Councillor Vassiliadis

**That Council approve the recommendations outlined in report CLSFS19-024 dated June 10, 2019, of the Commissioner of Corporate and Legislative Services as follows:**

- a) **That the Acknowledgement Letter Audit of the Consolidated Financial Statements of the City of Peterborough be received.**

- b) That the Mayor and Chair of the Finance Committee be authorized to sign the Acknowledgement Letter.**

Carried

Reduction of Property Tax Arrears for 511 Romaine Street

Report CLSFS19-029

Moved by Councillor Wright

**That Report CLSFS19-029 be referred to a future closed session meeting.**

Carried

Tax Adjustments under Section 356 and Tax Appeals under Sections 357, 358 and 359 of the Municipal Act, 2001

Report CLSFS19-027

Moved by Councillor Vassiliadis

**That Council approve the recommendations outlined in report CLSFS19-027 dated June 10, 2019, of the Commissioner of Corporate and Legislative Services as follows:**

- a) That tax reductions in the amount of \$143,318.25 calculated in accordance with Sections 357, 358 and 359 of the Municipal Act, 2001 and attached to report CLSFS19-027 as Appendix A be received.**
- b) That land apportionments under Section 356 of the Municipal Act, 2001 be received.**

Carried

Treasurer's Report, 2018 Consolidated Financial Report, 2018 Trust Funds Financial Statement and Five-Year Review

Report CLSFS19-025

Moved by Councillor Vassiliadis

**That Council approve the recommendations outlined in report CLSFS19-025 dated June 10, 2019, of the Commissioner of Corporate and Legislative Services as follows:**

- a) **That Report CLSFS19-025, Treasurer's Report, 2018 Consolidated Financial Report, the 2018 Trust Funds Financial Statement, Five Year Review and presentation be received as information.**
- b) **That the underlying accounting policies as detailed in the Notes to the Financial Statements be approved.**
- c) **That the Treasurer's Report, 2018 Consolidated Financial Report and 2018 Trust Funds Financial Statement, as presented and received, be submitted to the Province of Ontario.**

Carried

2020 Budget Guidelines

Report CLSFS19-030

Moved by Councillor Parnell

**That Council approve the recommendations outlined in Report CLSFS19-030, dated June 10, 2019, of the Commissioner of Corporate and Legislative Services, as follows:**

- a) **That the Draft 2020 Operating Budget reflect an estimated 1.75% all-inclusive (Municipal, Education, Sanitary Sewer Surcharge) increase for general Operating Budget impacts.**
- b) **That the Draft 2020 Operating Budget reflect an additional 0.59% all-inclusive budget provision for support to the capital program comprised of:**
  - i) **A budget provision of \$620,000 (0.36%) for Stormwater Protection,**
  - ii) **An increase in the Sewer Surcharge rate to provide the equivalent of \$350,000 (0.23%) in Sanitary Sewer revenues, and**
- c) **That the revised Tax Ratio Reduction Program continues for the 2020 Draft Budget and reflects reductions:**
  - i) **to the Commercial and Industrial Class Tax Ratios but not the Multi-residential Class, and**
  - ii) **at the reduced rate established through the 2016 Budget process.**

- d) **That the increase in the Police Services portion of the draft 2020 Operating Budget reflect no more than the Operating portion of Net Tax Levy increase (estimated to be 2.78%), and any increase in the net Police Services budget beyond the estimated Operating Portion of the Net Tax Levy increase be addressed by Council as part of the detailed 2020 Budget deliberations to occur in November of 2019.**
- e) **That Council commit, in principle, to leveraging the Investing in Canada Infrastructure Program federal and provincial funding, subject to annual budget approvals, by funding the municipal share of the projects estimated to be approximately \$22 million over the next eight years, or an average of \$2.75 million per year, to maximize the available grants.**

At the meeting of June 20, 2019, Committee added item f) as follows:

- f) **Unless new, sustainable funding becomes available from another level of government or outside source, no new services are to be added to our municipal tax base for the 2020 budget.**
- g) ~~That Council direct the CAO to consider, as part of the 2020 Draft Budget process, to analyze any new full-time, permanent staff positions and,~~  
~~As per our practice, the CAO will report to Council, any income streams or savings associated with a new hire.~~

The following motion was withdrawn:

- h) That staff communicate to the City's agencies, boards and commissions, that City Council requests that their 2020 budget request include no new fulltime staff positions unless the position is required to deliver new services that are mandated by legislation or it can be clearly demonstrated through a business plan that the position can generate sufficient revenue or cost reductions to cover its salary and benefits.

Moved by Mayor Therrien

That recommendation b), be amended by adding iii), as follows:

\$856,000 (0.50%) related to the Capital Financing Policy to support debt principal and interest payments.

Lost

The Chair separated the recommendations for vote.

Upon recommendation a), the motion carried.

Upon recommendation b), the motion carried.

Upon recommendation c), the motion carried.

Upon recommendation d), the motion carried.

Upon recommendation e), the motion carried.

Upon recommendation f), the motion carried.

Upon recommendation g), the motion lost.

Item h) was withdrawn.

**Other Business**

There were no items of Other Business.

**Next Meeting - October 28, 2019**

**Adjournment**

Moved by Councillor Akapo

**That this meeting adjourn at 6:49 p.m.**

Carried

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John Kennedy

City Clerk

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Councillor Pappas

Chair