



The Corporation of the Township of Malahide

BUDGET COMMITTEE

April 5, 2022 – 7:00 p.m.

**Springfield & Area Community Services Building
51221 Ron McNeil Line, Springfield**

**** Note: Due to COVID-19 restrictions, this meeting will have limited seating capacity for Council and Municipal Staff only. The meeting will also be streamed live on YouTube.****

- (A) Call to Order
- (B) Disclosure of Pecuniary Interest
- (C) Approval of Previous Minutes - March 29, 2022 **(Pages 3-8)**
- (D) Delegations
N/A
- (E) Presentations
- 2022 Draft Budget for Approval – deliberations of any outstanding items **(Pages 9-10)**
- (F) Correspondence
N/A
- (G) Next Budget Committee Meeting
N/A
- (H) Open Question Period - *See attached guidelines.* **(Page 11)**
- (I) Adjournment

****VIDEOCONFERENCE MEETING**

Note for Members of the Public:

Please note that the Budget Committee Meeting scheduled to be held on April 5, 2022 will be via videoconference only for presenters, the press and the public.

Please note the procedures for asking a question during the open question period regarding the content presented at the meeting:

On the [committee agenda](#) page of our website there is a meeting link option. If you only want to watch the meeting use the Meeting Link. If you want to ask a question during open question period follow the Meeting Invitation instructions and when open question period occurs do the following:

Call in:

*6 - Toggle mute/unmute

*9 - Raise Hand

Online Viewing with microphone:

Raise hand and you will be given permission to ask your question by the administrator.

Written comments regarding the Agenda items are welcome – please forward such to the Clerk at aadams@malahide.ca.

The Corporation of the Township of Malahide

BUDGET COMMITTEE MEETING

March 29, 2022 – 7:00 p.m.

Virtual Meeting - <https://youtu.be/YndkaubRARA>

Due to COVID 19 and Public Health concerns no public attendance was permitted. The following were present:

Council: Mayor D. Mennill, Deputy Mayor D. Giguère, Councillor M. Widner, Councillor M. Moore, Councillor S. Lewis, Councillor R. Cerna and Councillor C. Glinski.

Staff: Chief Administrative Officer A. Betteridge, Clerk A. Adams, Director of Public Works M. Sweetland, Director of Fire and Emergency Services J. Spoor, Director of Finance A. Boylan, Assistant Treasurer/Tax Collector T. Hoover and IT Manager C. Coxen

Council/Staff via Zoom:

N/A

CALL TO ORDER:

Mayor Mennill took the Chair and called the meeting to order at 7:00 p.m.

DISCLOSURE OF PECUNIARY INTEREST and the General Nature thereof:

No disclosures of pecuniary interests were declared.

MINUTES:

No. B22-05

Moved by: Max Moore

Seconded by: Rick Cerna

THAT the Minutes of the Regular Meeting of the Budget Committee held on March 15, 2022 be adopted as printed and circulated.

Carried

DELEGATIONS:

N/A

PRESENTATIONS:**- 2022 Grant Requests from Community Groups**

The Assistant Treasurer/Tax Collector Hoover presented Report No. FIN-22-08 relating to requests from Community Groups.

Councillor Cerna inquired how much the Town of Aylmer provides the Aylmer Malahide Muesum. Assistant Treasurer/Tax Collector Hoover indicated the grant request that the Town of Aylmer provided last year was \$20,000. Mayor Mennill noted it was located in the Town of Aylmer and why the request would be more. Deputy Mayor Giguère noted the reason listed for additional funding was because of the inability to fundraise due to COVID. However, she noted she has been apart of groups actively fundraising during this time and she appreciates there are some limitations but its certainly possible. The amount for this request was altered.

Mayor Mennill inquired with Councillor Moore who sits on the committee for the Malahide Community Policing regarding the funds requested. Councillor Moore noted that ads were being done for the schools referencing community safety. Deputy Mayor Giguère noted she is also on this board and suggests the amount remain at the 2021 rate as not much has been done due to COVID.

Councillor Glinski inquired if the Town of Aylmer matches the Knights of Columbus grant request as Malahide and Aylmer residents both use this. Mayor Mennill noted it was likely matched by the Town of Aylmer.

Assistant Treasurer/Tax Collector Hoover noted that the Kinsmen have never requested a grant for the Fireworks but rather instead the Santa Claus Parade which they didn't apply for this year. Councillor Glinski asked if the collection they take on the night of the event would pay for it. Mayor Mennill noted that the collection for fireworks assists with supporting the event but likely not enough. Councillor Lewis recommended that the amount be reduced to \$1000.00 as it's important to support our local clubs and community groups.

No. B22-06**Moved by: Mark Widner****Seconded by: Max Moore****THAT Report No. FIN 22-08 titled "2022 Grant requests" be received;****AND THAT the following 2022 grant requests from Community Groups be included in the Draft 2022 Budget:**

Community Group	Amount
Springfield Santa Claus Parade	\$ 1,500.00
Springfield Family Fun Day	\$325.00 + insurance cost \$175.00
Aylmer-Malahide Museum	\$6,500.00
Malahide Community Policing Committee	\$1,500.00
Knights of Columbus	\$1,250.00
Elgin County Plowmen's Association	\$ 500.00
Kinsmen Club of Aylmer	\$1,000.00
Springfield Cemetery Board	\$5,000.00
Aylmer Cemetery	\$18,000.00
Luton Cemetery Board	\$2,250.00
Springfield Family Fun Day	\$1,350.00
South Dorchester Optimists	\$ 3,000.00
Springfield Swans	\$2,000.00
Springfield Brewers Softball Association	\$1,600.00

Carried

- Presentation of Draft 2022 Budget – Operating Budget

Director of Finance Boylan provided an overview of the components of the operating budget and how they compose the 2022 draft operating budget being presented tonight. Director Boylan provided a financial update of items that have occurred since budget publish date and today. Director Boylan noted that the Port Bruce flood breakdown expenses are primarily from excavation, staff wages and garbage collection. Not all invoices have been received and staff have requested interim billings to determine whether the Township meets the requirements of the Municipal Disaster Recovery Assistance program. At this point, it does not appear that the Township meets the requirements for this funding.

Director Boylan mentioned that there were some matters that would require a closed session meeting amongst Council once the matter is resolved. There may be some bills that will require the Township to use their contingency funding to fund. Mayor Mennill noted that this would be appreciated to be brought forward for the next meeting.

Director of Finance Boylan described the assessment breakdown when assessments are brought in line with market value. Director Boylan stated that taxes will not double. That when assessment goes up our tax rate is going to go down. There is a market value shift in classes that occurs. For instance, when farmland increased in value, residential values didn't. This time we will see the shift to residential. Mayor Mennill inquired if this shift occurs will farmland assessment decrease. Director Boylan noted that tax shifts will happen if one class goes up faster than another, there will be a tax shift. There will be winners and losers. The Township is tax neutral and we don't collect more on our end. Mayor Mennill inquired if MPAC has indicated when they would be reviewing assessments as still using 2016 values. Assistant Treasurer/Tax Collector Hoover indicated that 2023 will still be frozen values and that assessment values were going to be reviewed for 2024.

Director Boylan finished his presentation and asked if there were any questions of what was presented.

Councillor Widner asked about the increase insurance costs and if there were any claims last year. Director Boylan said he would have to look into that. Councillor Widner wondered if the increased insurance costs were because of that or because insurance companies simply can. Director Boylan noted that Township's are viewed as risky to insurance companies as we are viewed as a lawsuit magnet. Township's are risky because of how the law works and what Township's represent.

Councillor Widner inquired about the extra costs for Port Bruce flooding and if the dredging costs are already apart of the budget in the annual tendering process. CAO Betteridge noted that every year we tender to retain the consultant to do the work on standby. When Catfish Creek provided notice that ice breaking should commence that would be the bill in relation to the flood.

Councillor Cerna asked about inflation and how much that is going to affect our budget. Director Boylan stated that the 1.5% inflationary increase was for staff wages and it is not matching the cost of living. The 5% is aggregate of all costs and not all apply to municipalities. It is a difficult year and why contingency funding is important to have included.

Deputy Mayor Giguère commented on the clear and well organized budget document. She noted that there is a strategy, there are items we haven't experienced yet but there is a plan for addressing these items. It is clear that we are responding to inflation within our operating budgeting but within our own strategies and our own growth we are able to absorb that inflation cost to lower the increase. This again shows the thought behind this budget where

we can cut without impacting service levels. A decent result that we can afford as ratepayers despite the financial pressures.

Deputy Mayor Giguère asked Director Boylan given the uncertainty in today's world what is his opinion on paying debt vs. reserves as the strategy presented is to maintain the plan with reserves. Director Boylan stated that the approach he takes is to use debt for growth related items. There is merit to using debt to fund other things like the pier. The further you get away from equilibrium the more tempting it is to take on debt. If you use all reserves it will affect other areas like capital spending later which you don't want. The good thing about debt is that it forces the person enjoying the item to pay for it instead of reserves that people save up for that future people will get to use and enjoy. The downside is the interest rate and they are going to go up and that will make borrowing less favourable for us. Director Boylan noted that what the Township needs to do is a long-term capital plan where debt is apart of that as there may be instances when it may be too much of a burden to put on current taxpayers. Staff are working on this idea on the asset management side and will present to Council when complete. Mayor Mennill noted that the Township's long-term debt with Infrastructure Ontario has reasonable rates and they were locked in. Director Boylan responded that they are good rates and are locked in.

Councillor Glinski inquired what the amount that the Township has in investment reserves. Director Boylan said he could provide that answer at a later date as it would have been provided to Council last Fall. Councillor Glinski asked if that would be the same as regular reserves. Director Boylan stated that not all reserves are purely investments as have to keep cash on hand and that they are a mix of cash investments and other collectable items that we haven't received yet.

Councillor Moore reiterated Deputy Mayor Giguère's comment on the budget preparation and its presentation, explanation and end results is superior to others in the past.

No. B22-07

Moved by: Rick Cerna

Seconded by: Scott Lewis

THAT Report No. FIN 22-07 titled "2022 Draft Operating Budget" be received;

Carried

CORRESPONDENCE:

N/A

OPEN QUESTION PERIOD:

The committee received no comments/questions from the public concerning the 2022 Draft Operating Budget.

NEXT BUDGET COMMITTEE MEETING:

No. B22-08

Moved By: Max Moore

Seconded By: Rick Cerna

THAT the next budget committee meeting be scheduled for April 5th at 7:00pm.

Carried

ADJOURNMENT:

No. B22-09

Moved by: Councillor Glinski

Seconded by: Councillor Widner

THAT the Budget Committee adjourn its meeting at 7:55p.m. to meet again on April 5, 2022 at 7:00 p.m.

Carried.

D. Mennill, Mayor

A. Adams, Clerk



Report to Budget Committee

REPORT NO.: FIN-22-11
DATE: April 5, 2022
ATTACHMENTS: None
SUBJECT: 2022 Draft Budget for Approval

Recommendation:

THAT Report No. FIN 22-11 titled “2022 Draft Budget for Approval” be received;

AND THAT, the Budget Committee recommend to Township Council that the 2022 Budget be approved as presented.

2022 Budget Committee Schedule:

Tuesday, March 15, 2022 @ 7:00 pm	Capital Budget
Tuesday, March 29, 2022 @ 7:00 pm	Operating Budget (including community grants)
Tuesday, April 5, 2022 @ 7:00 pm	Deliberation of Any Outstanding Items

Background:

The 2022 Draft Capital and Operating Budgets have been presented by the Township’s Director of Finance / Treasurer.

Comments:

At the Budget Committee’s March 29, 2022 meeting, \$2,750 in community grants were cut from the 2022 Operating Budget. Including this revision, the Township’s consolidated tax increase will be 2.18% (which includes the impact of the garbage levy). If approved, the average household is expected to pay an additional \$80/year or \$6.67/month (figures are rounded).

Provided the Committee has no items to add or change to the budget as presented, the Committee can be in a position to recommend to Township Council that the 2022 Budget be approved.

Submitted by:	Approved for Council:
Adam Boylan Director of Finance / Treasurer	Adam Betteridge Chief Administrative Officer

OPEN QUESTION PERIOD

The Open Question Period provides the public access to the Budget Committee in order to obtain information regarding the Township budget, the budgetary process, or other financial business of the Township.

The following guidelines apply for the Open Question Period which is held at the end of regular Budget Committee meetings:

1. The Open Question Period will commence immediately prior to the adjournment of the regular Budget Committee meeting.
2. A maximum time of 10 minutes for questions from the public will be permitted; subject to curtailment at the discretion of the Chair if other business necessitates.
3. Questioners must respect the need for the Open Question Period to proceed in a timely fashion and must proceed according to these guidelines:
 - a. address the Chair when speaking;
 - b. state their name and residential address, prior to presenting their question to the Committee;
 - c. speak clearly and concisely and only ask questions about items on the agenda at that meeting; and
 - d. agree to speak for not more than two minutes (unless invited by the Committee to extend the discussion).
4. Questions must be truly questions and not statements or opinions by the questioner. Questioners are not permitted to make a speech, although a brief statement of no longer than one minute is permitted before the question is put.
5. Not more than 2 separate questions per questioner will be allowed.
6. A questioner will be ruled out of order if speaking to matters of current litigation or legal action against the Township. A questioner making political statements, using rude and/or obscene language, or making defamatory comments will also be ruled out of order.
7. The Chair will recognize the questioner and will direct questions to the Committee Member or Staff Member whom they feel is best able to reply. More than one Committee Member or Staff Member may reply if they feel that they have something to contribute.
8. The Committee reserves the right to defer responding to a question in order to obtain the information required to provide a complete and accurate response.