

# COUNTY OF RENFREW



## MINUTES OF THE PROCEEDINGS

of the

## COUNCIL OF THE CORPORATION

of the

## COUNTY OF RENFREW

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### - Budget Workshop Information Session -

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County Council  
Pembroke, Ontario  
January 25, 2018

### BUDGET WORKSHOP INFORMATION SESSION

The Budget Workshop Information Session of the Council of the Corporation of the County of Renfrew was held at 9:00 a.m., on January 25, 2018.

The Warden, Jennifer Murphy, presided.

The roll was called and all members were found to be present except Councillors McKay, Millar and Reid. No pecuniary interest was disclosed.

The meeting opened with a moment of silent reflection and the singing of the National Anthem.

Warden Murphy provided opening remarks as follows:

Good morning Council and welcome to the 2018 County of Renfrew Budget Workshop.

I wish to express my appreciation to all Committees for your hard work in reviewing the draft budgets at Standing Committees during the past week. A budget is nothing more than a summary of our future plans expressed in dollars. I believe that we have a very effective and efficient budget process that allows Council to meet in January each year to debate, review and

finally approve a budget that provides direction to our staff regarding the level of municipal services we consider appropriate for the residents of our County.

Today's presentation will include a discussion on the alignment we have achieved between the County's Strategic Plan, Asset Management Plan, Long Term Financial Plan and Annual Budget process.

In September 2017, Council provided some clear direction to staff about the financial targets we wanted them to achieve through the 2018 budget process and during the presentation today, we will see how our staff have responded to this challenge.

I really believe in the importance of following the strategy outlined in the Long Term Financial Plan each year. The direction set out within the Plan should be maintained unless extraordinary circumstances dictate otherwise. As we will see during the presentation, this long term financial strategy eliminates the original infrastructure funding gap Council faced in 2014 and provides for full funding for our operating and capital needs for the next 10 years. This plan ensures a stable, predictable and reasonable levy change which allows us to renew our infrastructure in the future, and provide the excellent municipal programs and services our residents expect from the County of Renfrew.

The 2018 County Budget that will be presented today includes a proposed levy of \$43,984,534 ..... an increase of 4.00% over the 2017 levy. Since new assessment growth was 1.0%, this budget represents a 3% increase over 2017 for existing County ratepayers.

I wish to express my appreciation to Mr. Jim Hutton, CAO, and to the Directors and their respective teams for a responsible approach to the 2018 County of Renfrew budget.

I will now ask Councillor Walter Stack, Chair of the Finance & Administration Committee to begin the review of the draft budget.

Thank you.

Councillor Walter Stack, Chair of the Finance & Administration Committee provided remarks as follows:

Welcome Warden and fellow members of County Council, CAO Jim Hutton and Department Heads, members of the media and the public.

Councillors and staff will be reviewing the bound booklet which can be found on your desk today. For those of you that wish to follow along electronically, a copy of the package was sent to you via email yesterday and it can also be found on the County of Renfrew secure intranet where you would normally find the monthly Council package.

During the presentation today, I invite you to ask questions on the 2018 budget as presented to the January meetings of the various Standing Committee's of County Council. This is a large and complex corporation and the purpose of this workshop is to ensure that Council is comfortable with the information presented before making a decision on budget adoption.

It is my goal and the goal of the Finance & Administration Committee to make every effort to have the 2018 budget approved at the end of our Budget Workshop and then adopted by the end of this month.

Council gave clear direction to staff in September 2017 on how they wanted the first draft of the 2018 Budget prepared. I am pleased to report that CAO Jim Hutton and his staff have delivered a 2018 Consolidated Budget that meets those targets. On behalf of County Council, a sincere "Thank you" is extended to all staff involved in preparing this draft budget for us to review.

The Warden referred to the Long Term Financial Plan in her opening remarks. I am very pleased to report that, based on my review of this consolidated budget, not only have staff met all of the 2018 targets set by Council, but they have also ensured that this budget supports the objectives established within the Long Term Financial Plan to ensure that we sustain and renew our capital assets in the future. This budget provides for an additional \$1,036,379 to be invested in transfers to our TCA Renewal Reserve, transfers to our Gas Tax Reserve and new principal and interest payments on new debt issued to cover the cost of the Claybank Bridge project. This Long Term Financial Plan is healthy and solid and, as promised, the scorecard will be reviewed during the presentation today.

As we go through the process today you may see opportunities that would reduce the levy this year. I would encourage you to think twice as this is only the fourth year of the Long Term Financial Plan. That being said, I would also recommend that at the half way point of five years, Council insist upon a detailed review of the Long Term Financial Plan and its success to that point and consider future adjustments at that time.

The Tax Policy Working Group, having staff representation from both the County of Renfrew and its local municipalities, will be examining the impact of the 2018 Current Value Assessment as provided by the Municipal Property Assessment Corporation, and they will be making a recommendation to the Finance & Administration Committee and to County Council later on this year. The budget you are reviewing today, if adopted, will translate into a tax rate increase of less than 1% for our residential ratepayers assuming that we also adopt the same tax policies we approved for 2017.

Again, I invite active participation from members of County Council today during and after the overview of the 2018 County of Renfrew Budget by staff. It is your responsibility to ask questions and be fully informed.

I would now like to ask our Chief Administrative Officer, Jim Hutton, for his comments before we begin this presentation. Thank you.

Thank you Warden Murphy and Chair Stack. I would also like to welcome each of you to today's Budget Workshop.

I am very pleased to report that the draft Consolidated 2018 County Budget meets all of the requirements established by Council in September including a 3% levy increase, utilization of the 1.0% CVA weighted growth, debt financing for capital projects in excess of \$3 million, utilization of federal and provincial capital subsidies and a provision of 2% for non-union staff salaries. In addition, I am pleased to advise Council that staff have restricted net operating expenses to an increase of only 1.7% over 2017, lower than the 2.5% established in the Long Term Financial Plan and lower than the 2% target requested by Council in September.

Before we begin, I would like to thank my Senior Leadership Team and their departmental staff for their hard work in helping us achieve these targets. The net operating target was challenging and, in some cases, very challenging. As Chair Stack mentioned, we are a very large and complex municipal corporation, employing 850 staff, across a large geographic area. Although our County levy is \$42 million, this represents only a portion of the \$150 million needed to operate the County on an annual basis. Our budget process begins for staff in August and follows a very rigid schedule to ensure that we are ready to present the budget to Council in January.

I feel we have a very good budget process, and I am especially pleased that we have now aligned our annual budget process with our Strategic Plan, our Asset Management Plan, and our Long Term Financial Plan.

I also encourage Council to ask questions as we move through today's presentation to ensure that you are comfortable with the information contained within this budget before approval.

Lastly, I want to thank our Treasurer, Jeff Foss, for leading us through this budget process. Jeff and his staff have done an excellent job in developing a budget process that is comprehensive, thorough and concise.

I would now ask that our Treasurer, Mr. Jeffrey Foss, begin the presentation of our 2018 budget.

Councillor Farr entered the meeting at 9:10 a.m.

Mr. Jeff Foss, Director of Finance/Treasurer distributed and overviewed the County of Renfrew consolidated budget summary along with assessment changes, which is attached as Appendix I.

Council recessed at 10:50 a.m. Council reconvened at 11:05 a.m. with the same persons present.

Mr. Foss, Director of Finance/Treasurer commenced an overview of the draft 2018 budget by committee and departmental budgets within that committee.

Mr. Foss overviewed the Long-Term Financial Plan, changes to the levy and the Long-Term Financial Plan Report Card.

Mr. Foss overviewed the 2018 Consolidated Budget along with changes to staffing hours.

Mr. Foss overviewed the Social Services Committee budget which includes Child Care, Ontario Works, and Social Housing. Mr. Paul Moreau, Director of Social Services overviewed proposed staffing changes to the Social Services Department.

Council recessed for lunch at 12:05 p.m. Council reconvened at 12:55 p.m. with the same persons present except Councillor Kingsbury.

Mr. Foss overviewed the Health Committee budget which includes Emergency Services (Paramedic Services and Emergency Management), Bonnechere Manor and Miramichi Lodge. Ms. Sheedy overviewed the proposed staffing changes for Bonnechere Manor and Miramichi Lodge. Mr. Nolan overviewed proposed staffing changes to the Emergency Services budget.

Mr. Foss overviewed the Development & Property Committee budget (Planning Services, Forestry, Trails, Weed Management and GIS Services, Economic Development, and also includes the 2018 budget for the Ottawa Valley Tourist Association (OVTA).

Council recessed at 2:25 p.m. Council reconvened at 2:33 p.m. with the same persons present.

Mr. Foss overviewed the Operations Committee budget.

Councillor Janice Visneskie Moore vacated the meeting at 3:00 p.m.

Mr. Foss overviewed the Finance & Administration Committee budget which includes the Human Resources Department, Finance Department (which includes Provincial Offences Act Administration, Information Technology Division) and Administration Department as well as the 2018 budget for members of County Council.

Warden Murphy thanked the Finance Department for the 2018 Consolidated Budget, and also thanked the committees for reviewing their budgets prior to the County Council Budget Workshop.

Councillor Murphy thanked Mr. Hutton and all the staff that contributed to the 2018 budget.

Mr. Hutton thanked the elected for their participation in the 2018 budget.

Moved by: Councillor Donohue

Seconded by: Councillor Robinson

THAT the 2018 levy increase be 2.3% rather than 3% as per the Long-Term Financial Management Plan that will reduce the Tangible Capital Asset Reserve by \$296,050.

<b>MUNICIPALITY</b>	<b>COUNCILLOR</b>	<b>Votes</b>	<b>FOR</b>	<b>AGAINST</b>
Town of Deep River	Councillor Doncaster, G.	7	7	
Township of Admaston/Bromley	Councillor Donohue, M.	7	7	
Town of Renfrew	Councillor Emon, P.	14		14
Township of North Algona Wilberforce	Councillor Farr, D.	9	9	
Township of Brudenell, Lyndoch & Raglan	Councillor Keller, G.	6	6	
Township of Horton	Councillor Kingsbury, R.	7	--	--
Township of Madawaska Valley	Councillor Love, K.	13		13
Township of Greater Madawaska	Councillor McKay, G.	14	--	--
Township of Whitewater Region	Councillor Millar, T.	15	--	--
Municipality of Bonnechere Valley	Warden Murphy, J.	10		10
Township of McNab/Braeside	Councillor Peckett, T.	14		14
Township of Head, Clara & Maria	Councillor Reid, J.	2	--	--
Town of Laurentian Hills	Councillor Reinwald, J.	6	6	
Township of Laurentian Valley	Councillor Robinson, D.	17	17	
Town of Arnprior	Councillor Stack, W.	14	14	
Town of Petawawa	Councillor Sweet, B.	31		31
Township of Killaloe, Hagarty & Richards	Councillor Visneskie Moore, J.	8	--	--
<b>TOTAL</b>		<b>194</b>	<b>66</b>	<b>82</b>

**MOTION LOST.**

Moved by: Councillor Emon  
 Seconded by: Councillor Peckett

THAT a By-law to adopt the estimates of the sums required during the year for 2018 for general, capital and all purposes of the County of Renfrew in the amount of \$43,984,534 be adopted at the next session of County Council; AND FURTHER THAT the 2018 tax rates for County purposes be adopted by by-law after the adoption of the 2018 tax policy by-laws.

<b>MUNICIPALITY</b>	<b>COUNCILLOR</b>	<b>Votes</b>	<b>FOR</b>	<b>AGAINST</b>
Town of Deep River	Councillor Doncaster, G.	7		7
Township of Admaston/Bromley	Councillor Donohue, M.	7		7
Town of Renfrew	Councillor Emon, P.	14	14	
Township of North Algona Wilberforce	Councillor Farr, D.	9		9
Township of Brudenell, Lyndoch & Raglan	Councillor Keller, G.	6		6
Township of Horton	Councillor Kingsbury, R.	7	--	--
Township of Madawaska Valley	Councillor Love, K.	13	13	
Township of Greater Madawaska	Councillor McKay, G.	14	--	--
Township of Whitewater Region	Councillor Millar, T.	15	--	--
Municipality of Bonnechere Valley	Warden Murphy, J.	10	10	
Township of McNab/Braeside	Councillor Peckett, T.	14	14	
Township of Head, Clara & Maria	Councillor Reid, J.	2	--	--
Town of Laurentian Hills	Councillor Reinwald, J.	6		6
Township of Laurentian Valley	Councillor Robinson, D.	17		17
Town of Arnprior	Councillor Stack, W.	14		14
Town of Petawawa	Councillor Sweet, B.	31	31	
Township of Killaloe, Hagarty & Richards	Councillor Visneskie Moore, J.	8	--	--
<b>TOTAL</b>		<b>194</b>	<b>82</b>	<b>66</b>

**MOTION CARRIED.**

Moved by: Councillor Sweet  
 Seconded by: Councillor Reinwald

THAT County Council adjourn. Time – 4:45 p.m.

CARRIED.