



THE CORPORATION OF THE COUNTY OF PERTH COUNCIL REGULAR MEETING AGENDA

Minutes of the June 20, 2013 Council Meeting

Council Present: Councillor Wilhelm
Councillor Forrest
Councillor McMillan
Councillor Behrns
Councillor Aitcheson
Councillor Schneider
Warden Judge
Councillor French
Councillor Ehgoetz
Councillor McKenzie

Staff Present: Bill Arthur, CAO
Renato Pullia, Director of Corporate Services, Treasurer
Dave Hanly, Director of Planning & Development
Matt Ash, Director of Public Works
Linda Rockwood, Director of Emergency Services
Kerri Ann O'Rourke, Clerk
Pauline Walkom, Administrative Support Clerk/Recording Secretary

Others Present: Corey Bridge, Deputy Treasurer, Linda Becker, POA Coordinator
Betty Jo Belton, Archivist

1. **Call to Order**

The Regular Meeting of Perth County Council with Quorum present was called to order at 9:00 A.M. Warden Judge requested consensus of Council to temporarily suspend the rules of order to permit extended debate during Item 8 - Budget Visioning in accordance with Section 25 of the Procedure Bylaw 3278-2012. Council agreed.

2. **Moment of Reflection**

The Regular meeting of Perth County Council commenced with a moment of silent reflection.

3. **Confirmation of the Agenda**

2013-137

Moved By: Councillor Wilhelm

Seconded by: Councillor Aitcheson

THAT the Council agenda for June 20, 2013 be approved;

Carried

4. **Disclosure of Pecuniary Interest and Nature Thereof - NONE**
5. **Consent Agenda – NONE**
6. **Public Meetings, Public Hearings and Delegations - NONE**
7. **Staff Reports**

7.1.1 2012 Year End Operating Fiscal Position

Corey Bridges, Deputy Treasurer provided information regarding current format of Financial Statements, including the calculating of the "Net Municipal Position."

2013-138

Moved By: Councillor Behrns

Seconded by: Councillor McKenzie

THAT the 2012 year-end operating surplus in the amount of \$575,878.46 be transferred to the Levy Stabilization Reserve as of December 31, 2012; and

THAT the Non-consolidated Financial Statements for the year ended December 31, 2012 be received for information;

Carried

7.1.2 O. Reg. 284/09 Impact Report 2012-2013

2013-139

Moved By: Councillor Wilhelm

Seconded by: Councillor Ehgoetz

THAT the Ontario Regulations 284/09 amortization report for 2012 and 2013 budget years be received for information;

Carried

7.1.3 MLC Reports

7.1.3.1 Provincial Offences Administration Update for MLC to May 31, 2013

Linda Becker, Provincial Offences Coordinator was available for questions.

2013-140

Moved By: Councillor Wilhelm
Seconded by: Councillor Schneider

THAT the Provincial Offences Administration report dated June 20, 2013 be received and approved for the July 18, 2013 MLC agenda package;

Carried

**7.1.3.2 Stratford Perth Archives Update for MLC
to end of May 2013**

Betty Jo Belton, Archivist was available for questions.

2013-141

Moved by Councillor French
Seconded by Councillor Forrest

THAT the Stratford-Perth Archives report dated June 20, 2013 be received and approved for the July 18, 2013 MLC agenda package;

Carried

7.1.3.3 EMS Perth County EMS Update for MLC

2013-142

Moved by: Councillor Forrest
Seconded by: Councillor Wilhelm

THAT Perth County Council approve the Perth County EMS Municipal Liaison Committee Report "Perth County EMS MLC Update dated June 20, 2013" for submission to the Municipal Liaison Committee;

Carried

8. Budget Visioning

8.1 Review and Open the Floor for Discussion on Budget Process & Expectations

8.1.a Development of a Long Range Facilities Plan

2013-143

Moved by: Councillor Behrns
Seconded by: Councillor Ehgoetz

THAT Council direct the Director of Public Works to develop a Long Range Facilities Plan; including a breakdown of capital costs, anticipated operating costs, including funding sources;

Carried

8.1.b Discussion of Setting Target Level Increase for Shared Services and Internal Budgets

2013-144

Moved by: Councillor Ehgoetz

Seconded by: Councillor Behrns

THAT County Council have a discussion on setting a target levy increase rate for both shared services and internal budgets at the July 18, 2013 Regular Council meeting;

Carried

2013 Final Approved Operating (3 years) and Capital (10 years) circulated for updating Council Budget Binders.

Renato Pullia projected a sample report template which will show how a capital project is funded (ie grant, reserve, levy or financing)

Renato Pullia reviewed the 2013-2015 proposed continuity of reserves.

8.1.c Show what amount of Levy is for current year capital and future capital

2013-145

Moved by: Councillor Aitcheson

Seconded by: Councillor Wilhelm

THAT Council direct the Treasurer for the 2014 budget format; show the levy for the current year capital and future capital;

Carried

COUNCIL RECESSED at 10:55 A.M.

COUNCIL RECONVENED at 11:11 A.M

8.1.d Show dollar value change to taxpayers

Renato Pullia projected charts which show the levy increase (percentage) as the actual dollar value impact on an average property.

8.1.e Show last year actual to budget % increase

Renato Pullia projected two sample report templates which show budget reports with "actual" figures:

- 1) CAO Division 2013 Approved Budget
- 2) 2013 Approved Operating Budget Summary

Treasurer was directed to prepare budget reports that show actual and budget figures, including detailed staff comments on budget and actual variances.

8.1.f Of the levy increase, show what portion is related to new or enhanced service requests

Renato Pullia projected a sample report template which shows budget increases which are a result of service level increases.

Treasurer was directed to prepare budget reports that show budget increases which are a result of service level increases.

8.1.g Dedicated levy for infrastructure

Council discussed dedicating a part of the levy for infrastructure expenditures. It was decided that this topic will be addressed later in the year when more detail can be utilized from the Asset Management Strategy.

8.1.h Refer all in-year budget requests to the Budget Committee

Council discussed the pros/cons of establishing a Budget Committee. It was agreed that the Budget Schedule (recommended in Item 8.5) will be further broken down so that Council and staff can prepare and plan for deliberation in more detail in advance.

The Warden, Treasurer and CAO will meet in advance of the preparation of Council/Budget reports to consult on the budget topics to be covered and time Council discussion is likely to take.

It was agreed that all requests for funding that have not been included in the annual budget will not be considered, but directed to the annual budget process.

8.1.i Other revenue sources (i.e. St. Marys)

Renato Pullia, Treasurer projected a review of the Services Funding, the Town of St. Marys contributed in accordance with the Shared Services Agreement.

Lunch Break taken 12:23 PM
Council resumed at 12:35 PM

Councillor Julie Behrns is absent from County Council meeting.

8.2 Presentation on Roads, Bridges and Facilities Infrastructure

A presentation on Roads, Bridges and Facilities Infrastructure was provided by Matt Ash, Director of Public Works. Key areas of discussion included:

- Roads Capital Funding
- Bridges Capital Funding
- Facilities Projects
- General Outlook

It was noted that Tab 1 of the 2013 Budget Binder (Capital Budget) includes an eight page "Stratford Perth Archives - New Building) Financial Plan."

8.3 Ontario Municipal Partnership Fund (OMPF) Review

Renato Pullia, Deputy Treasurer provided information on Ontario Municipal Partnership Fund and reviewed Social Services upload to Province of Ontario.

8.4 2014-2015 Forecasted Levy Increases

Projected levy increase information was distributed.

8.5 Annual Budget Schedule

8.5.1 Shared Services Budget Timelines & MLC Discussion

2013-146

Moved by: Councillor McKenzie

Seconded by: Councillor Wilhelm

THAT the Council of the County of Perth adopt the following Annual Budget Timetable:

	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Dept Submission	End of month							
Finance Review		End of month						
SMT Review			End of month					
Council Review				1st meeting County budgets for MLC 2nd monthly meeting Capital	1st monthly meeting Operating	All meetings, continuation of Capital & Operating	1st Monthly meeting, Operating	

	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Approved Budget						2nd monthly meeting, Capital	2nd monthly meeting, Operating	
During an Election Year, following the Election								
Council Review						1st monthly meeting Capital; 2nd monthly meeting, Operating	1st monthly meeting, Capital & Operating	1st monthly meeting, Operating
Approved Budget							2nd monthly meeting, Capital	2nd monthly meeting, Operating

Carried

Renato Pullia recommended that MLC have an initial budget meeting on November 20, 2013.

Treasurer was directed to inquire with the City of Stratford and Shared Services partners to determine if the approved budget schedule is suitable.

9. **Correspondence – NONE**
10. **Council Reports – NONE**
11. **By-laws – NONE**
12. **Notice of Motion - NONE**
13. **Other Business - NONE**
14. **Announcements - NONE**
15. **Closed Session Meeting and Reporting Out – NONE**
16. **Confirmatory By-law**

2013-147

Moved by: Councillor French

Seconded by: Councillor McMillan

THAT By-law 3368-2013, being a By-law to confirm the Proceedings of the Council of the Corporation of the County of Perth at its regular meeting held on June 20, 2013 be read a first, second and third time;

Carried

17. Adjournment

2013-148

Moved by: Councillor Schneider

Seconded by: Councillor Wilhelm

THAT the meeting adjourn at 1:37 PM;

Carried

Vince Judge, Warden

Kerri Ann O'Rourke, Clerk