1. **ROLL CALL**

   Present: Mayor Davis  
   Councillor Antoski  
   Councillor Utley  
   Councillor Carpenter  
   Councillor McCreary  
   Councillor Wall  
   Councillor Martin  
   Councillor Weaver  
   Councillor Sless  
   Councillor Antoski  
   Councillor Van Tilborg  
   Councillor Vanderstelt

The committee recessed at 4:32 p.m.

The committee reconvened at 6:22 p.m.

2. **DECLARATIONS OF CONFLICTS OF INTEREST**

   There were no declarations of conflicts of interest.

3. **ITEMS FOR CONSIDERATION**

   3.1 **Continuation of 2020 Budget Worksheet**

   Joelle Daniels, Director of Finance provided a recap from the December 2, 2019 meeting.
Recap from previous night:

<table>
<thead>
<tr>
<th></th>
<th>2020 Operating Budget*</th>
<th>Budget Impact after Assessment Growth*</th>
<th>Average Residential Tax Impact*</th>
<th>Average Residential Tax Increase*</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$161,255,855</td>
<td>2.18%</td>
<td>1.69%</td>
<td>$53.78</td>
</tr>
</tbody>
</table>

*all figures are prior to the capital levy. With the addition of the 0.75% capital levy, the average residential tax increase would be $77.58.

City-wide 2020 Capital Budget = $84,891,480
City-wide 2021-2029 Capital Forecast = $787,070,795

24.D Consideration of Unmet Needs Referred to Step 24

The Chair identified the unmet needs below one-by-one and inquired if there was a mover and a seconder to put the item on the floor for approval. The Chair communicated that Items 24D.1 to 24D.9 are recommended by the Chief Administrative Officer in his memo to the Committee.

<table>
<thead>
<tr>
<th>Pg.</th>
<th>DESCRIPTION OF UNMET NEED</th>
<th>DEPT.</th>
<th>CATEGORY</th>
<th>2020 NET BUDGET IMPACT</th>
<th>INCREMENTAL NET 2021 BUDGET IMPACT</th>
<th>UNMET NEED APPROVED?</th>
</tr>
</thead>
<tbody>
<tr>
<td>24D.1</td>
<td>Human Resources Representative</td>
<td>Human Resources</td>
<td>Staff Recommended</td>
<td>95,371</td>
<td>30,201</td>
<td>Yes [ ] No [ ]</td>
</tr>
<tr>
<td>24D.2</td>
<td>Asset Management Specialist</td>
<td>Engineering Services</td>
<td>Mandatory</td>
<td>$98,110 (originally $48,049 for Sept hire – now April)</td>
<td>$22,028 (originally $72,099 for Sept hire – now April)</td>
<td>Yes [ ] No [ ]</td>
</tr>
<tr>
<td>24D.3</td>
<td>Intermediate Planner – Development Planning</td>
<td>Planning</td>
<td>Response to Direction from Council</td>
<td>$0 (originally $63,109 – CAO to fund from efficiencies)</td>
<td>$0 (originally $56,840 – CAO to fund from efficiencies)</td>
<td>Yes [ ] No [ ]</td>
</tr>
<tr>
<td>24D.4</td>
<td>Fire Safety Educator</td>
<td>Fire</td>
<td>Staff Recommended</td>
<td>61,966</td>
<td>19,433</td>
<td>Yes [ ] No [ ]</td>
</tr>
<tr>
<td>24D.5</td>
<td>Housing Support Workers (1 of 2 only)</td>
<td>Social Assistance &amp; Homelessness</td>
<td>Risk to Public Safety</td>
<td>61,331</td>
<td>21,875</td>
<td>Yes [ ] No [ ]</td>
</tr>
<tr>
<td>24D.6</td>
<td>Transportation Planning Coordinator</td>
<td>Engineering Services</td>
<td>Response to Direction from Council</td>
<td>Net $20,459 ($79,316 gross) remainder funded from capital</td>
<td>Net $1,560 ($21,179 gross) remainder funded from capital</td>
<td>Yes [ ] No [ ]</td>
</tr>
<tr>
<td>24D.7</td>
<td>73</td>
<td>Third Party Disability Specialist</td>
<td>Human Resources</td>
<td>Staff Recommended</td>
<td>50,000</td>
<td>-</td>
</tr>
<tr>
<td>--------</td>
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<td>----------------------------------</td>
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<td>------------------</td>
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<td>---</td>
</tr>
<tr>
<td>24D.8</td>
<td>30</td>
<td>eScribe Live Streaming of Council &amp; Committee Meetings</td>
<td>Communication s &amp; Community Engagement</td>
<td>Response to Direction from Council</td>
<td>25,900</td>
<td>(4,000)</td>
</tr>
<tr>
<td>24D.9</td>
<td>238</td>
<td>Increased Hours for Security Guard</td>
<td>Library</td>
<td>Risk to Public Safety</td>
<td>18,700</td>
<td>-</td>
</tr>
<tr>
<td>24D.10</td>
<td>87</td>
<td>Value for Money Audit</td>
<td>Finance</td>
<td>Response to Direction from Council</td>
<td>Net $0 ($100,000 gross funded from Council Priorities Reserve)</td>
<td>-</td>
</tr>
<tr>
<td>24D.11</td>
<td>218</td>
<td>Interim Measure to Improve Traffic Flow to/from Hwy 403 and West Brant</td>
<td>Operational Services</td>
<td>Response to Direction from Council</td>
<td>$14,000 (option exists to amend and fund from Council Priorities)</td>
<td>(14,000)</td>
</tr>
<tr>
<td>24D.12</td>
<td>204</td>
<td>Retrofit Pedestrian Signal at Colborne Street West and Fire Station #4</td>
<td>Engineering Services</td>
<td>Response to Direction from Council</td>
<td>$21,000 (option exists to amend and fund from Council Priorities)</td>
<td>(21,000)</td>
</tr>
<tr>
<td>24D.13</td>
<td>130</td>
<td>Landscape Architect</td>
<td>Parks</td>
<td>Staff Recommended</td>
<td>82,264</td>
<td>23,420</td>
</tr>
<tr>
<td>24D.14</td>
<td>97</td>
<td>Housing Support Workers (2 of 2 FTE only)</td>
<td>Social Assistance &amp; Homelessness</td>
<td>Risk to Public Safety</td>
<td>61,331</td>
<td>21,875</td>
</tr>
<tr>
<td>24D.15</td>
<td>165</td>
<td>Continuous Improvement Project Manager (3 Year Contract)</td>
<td>Public Works Administration</td>
<td>Staff Recommended</td>
<td>Net $0 ($96,964 gross funded from capital)</td>
<td>Net $0 ($23,455 gross funded from capital)</td>
</tr>
<tr>
<td>24D.16</td>
<td>203</td>
<td>Design Technologist</td>
<td>Engineering Services</td>
<td>Staff Recommended</td>
<td>Net $0 ($83,485 gross funded from capital)</td>
<td>Net $0 ($20,186 gross funded from capital)</td>
</tr>
<tr>
<td>24D.17</td>
<td>98</td>
<td>Addiction Support</td>
<td>Social Assistance &amp; Homelessness</td>
<td>Staff Recommended</td>
<td>165,105</td>
<td>2,292</td>
</tr>
<tr>
<td>24D.18</td>
<td>120</td>
<td>New Sponsor Development Contract Position</td>
<td>Sanderson</td>
<td>Staff Recommended</td>
<td>28,178</td>
<td>22,969</td>
</tr>
</tbody>
</table>
Moved by Councillor Weaver
Seconded by Councillor Utley

**Unmet Need**

THAT Unmet needs 24D.1 to 24D.9 BE APPROVED.

**Recorded Vote**

YES: (9): Mayor Davis, Councillor Weaver, Councillor Vanderstelt, Councillor Utley, Councillor Sless, Councillor Martin, Councillor Antoski, Councillor VanTilborg, and Councillor Wall

NO: (1): Councillor McCreary

**CARRIED (9 to 1)**

Moved by Councillor Wall
Seconded by Councillor VanTilborg

**Unmet Need**

THAT Unmet Need 24D.18 - New Sponsor Development Contract Position BE APPROVED.

**Recorded Vote**

YES: (3): Councillor Weaver, Councillor VanTilborg, and Councillor Wall

NO: (7): Mayor Davis, Councillor Vanderstelt, Councillor Utley, Councillor Sless, Councillor McCreary, Councillor Martin, and Councillor Antoski

**LOST (3 to 7)**

Moved by Councillor McCreary
Seconded by Councillor Weaver

THAT Unmet Need 24D.11 and 24D.12 BE FUNDED through the Council Priorities Reserve.

**Recorded Vote**

YES: (10): Mayor Davis, Councillor Weaver, Councillor Vanderstelt, Councillor Utley, Councillor Sless, Councillor McCreary, Councillor Martin, Councillor Antoski, Councillor VanTilborg, and Councillor Wall

**CARRIED (10 to 0)**
Moved by Councillor McCreary
Seconded by Councillor Weaver

THAT Unmet Needs 24D.10 to 24D.12 BE APPROVED.

Recorded Vote

YES: (9): Mayor Davis, Councillor Weaver, Councillor Vanderstelt, Councillor Utley, Councillor Sless, Councillor McCreary, Councillor Antoski, Councillor VanTilborg, and Councillor Wall

NO: (1): Councillor Martin

CARRIED (9 to 1)

24.E  Other Unmet Needs Recommended by the CAO

The Chair identified the unmet needs below one-by-one and inquired if there was a mover and a seconder to put the item on the floor for approval. The Chair communicated that the Chief Administrative Officer has recommended five other Unmet Needs in his memo for consideration by the Committee that were not previously referred this step of the Worksheet.

<table>
<thead>
<tr>
<th>Pg.</th>
<th>DESCRIPTION OF UNMET NEED</th>
<th>DEPT.</th>
<th>CATEGORY</th>
<th>2020 NET BUDGET IMPACT</th>
<th>INCREMENTAL NET 2021 BUDGET IMPACT</th>
<th>UNMET NEED APPROVED?</th>
</tr>
</thead>
<tbody>
<tr>
<td>24E.1</td>
<td>197</td>
<td>Supervisor Right of Way Control</td>
<td>Engineering Services</td>
<td>Response to Direction from Council</td>
<td>85,078</td>
<td>22,970</td>
</tr>
<tr>
<td>24E.2</td>
<td>215</td>
<td>Operational Services Technologist</td>
<td>Operational Services</td>
<td>Response to Direction from Council</td>
<td>70,902</td>
<td>18,384</td>
</tr>
<tr>
<td>24E.3</td>
<td>188</td>
<td>Maintenance Analyst - Water</td>
<td>Environmental Services</td>
<td>Risk to Public Safety/Corp Security</td>
<td>Net $0 ($48,200 gross) funded from water)</td>
<td>Net $0 ($23,955 gross) funded from water)</td>
</tr>
</tbody>
</table>

Moved by Mayor Davis
Seconded by Councillor Sless

THAT Unmet Needs 24E.1 to 24E.3 BE APPROVED.
Recorded Vote

YES: (7): Mayor Davis, Councillor Weaver, Councillor Vanderstelt, Councillor Utley, Councillor Sless, Councillor Martin, and Councillor Antoski

NO: (2): Councillor McCreary, and Councillor VanTilborg

CARRIED (7 to 2)

The Chair communicated that a Motion to Reconsider would be required at this time to allow a Member of the Committee to move item 24E.4 – Supervisor of Sports Fields and Turf. The Chair further provided that the mover and seconder must be made by a member who voted with the majority. The Chair also provided that the motion to reconsider must carry with a 2/3 vote.

<table>
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<th>Pg.</th>
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</tr>
</thead>
<tbody>
<tr>
<td>24E.4</td>
<td>Supervisor Sports Fields &amp; Turf</td>
<td>Parks</td>
<td>Staff Recommended</td>
<td>98,138</td>
<td>28,713</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Moved by Councillor Wall
Seconded by Councillor VanTilborg

THAT Unmet Need 24E.4 - Supervisor Sports Fields BE RECONSIDERED.

Recorded Vote (2/3 vote required)

YES: (7): Mayor Davis, Councillor Weaver, Councillor Vanderstelt, Councillor Utley, Councillor Sless, Councillor McCreary, and Councillor Wall

NO: (4): Councillor Martin, Councillor Carpenter, Councillor Antoski, and Councillor VanTilborg

LOST (7 to 4)

The Chair communicated that a Motion to Reconsider would be required at this time to allow a Member of the Committee to move item 24E.5 – Staffing Specialist (8 month contract to full-time). The Chair further provided that the mover and seconder must be made by a member who voted with the majority. The Chair also provided that the motion to reconsider must carry with a 2/3 vote.

<table>
<thead>
<tr>
<th>Pg.</th>
<th>DESCRIPTION OF UNMET NEED</th>
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<th>2020 NET BUDGET IMPACT</th>
<th>INCREMENTAL NET 2021 BUDGET IMPACT</th>
<th>UNMET NEED APPROVED?</th>
</tr>
</thead>
<tbody>
<tr>
<td>24E.5</td>
<td>Staffing Specialist (from 8 month contract to FT)</td>
<td>Human Resources</td>
<td>Staff Recommended</td>
<td>54,599</td>
<td>-</td>
<td>Yes</td>
</tr>
</tbody>
</table>
Moved by Councillor McCreary
Seconded by Councillor Sless

THAT Unmet Need 24E.5 - Staffing Specialist (from 8 month contract to FT) BE RECONSIDERED.

Recorded Vote (2/3 vote required)

YES: (9): Mayor Davis, Councillor Weaver, Councillor Vanderstelt, Councillor Utley, Councillor Sless, Councillor McCreary, Councillor Martin, Councillor Antoski, and Councillor Wall

NO: (2): Councillor Carpenter, and Councillor VanTilborg

CARRIED (9 to 2)

Moved by Councillor McCreary
Seconded by Councillor Sless

THAT Unmet need 24E.5 - Staffing Specialist (from 8 month contract to FT) BE APPROVED.

Recorded Vote

YES: (9): Mayor Davis, Councillor Weaver, Councillor Vanderstelt, Councillor Utley, Councillor Sless, Councillor Martin, Councillor Antoski, Councillor VanTilborg, and Councillor Wall

NO: (2): Councillor McCreary, and Councillor Carpenter

CARRIED (9 to 2)

Joelle Daniels, Director of Finance provided the following overview:

Total of the unmet approved in Step 24.D&E = $642,416

2020 Additional Budget Savings from CAO Organizational Changes $(635,508)

The 2020 Operating Budget at end of Step 24.E = $159,316,015

<table>
<thead>
<tr>
<th>2020 Operating Budget*</th>
<th>$159,316,015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Impact after Assessment Growth*</td>
<td>2.21%</td>
</tr>
<tr>
<td>Average Residential Tax Impact*</td>
<td>1.66%</td>
</tr>
<tr>
<td>Average Residential Tax Increase*</td>
<td>$52.83</td>
</tr>
</tbody>
</table>

*all figures are prior to the capital levy
The addition of the 0.75% Capital Levy will result in an average residential tax increase of $76.62.

City-wide 2020 Capital Budget = $84,891,480  
City-wide 2021-2029 Capital Forecast = $787,070,795

24.F Other Budget Adjustments identified by the Committee

The Chair indicated that motions from Members of the Committee would be required at this time to consider any other Operating budget increases or decreases.

No motions were made.

STEP 25 – TAXPAYER BILL OF RIGHTS

Joelle Daniels, Director of Finance provided an overview of Step 25.A as follows:

25.A The Council approved Taxpayer Bill of Rights provides for the following with respect to adoption of the annual budget:

i. Require that a Special City Council meeting be called for the purpose of adopting the annual budget as recommended by the Estimates Committee when either of the following applies:

a. where proposed annual Operating Budget increases exceed 1.5% or the existing rate of inflation (whichever is higher); OR
b. where cumulative Operating Budget increases within the current term of Council exceed 4% or the cumulative rate of inflation during that period

ii. Notice of the required Special City Council meeting identified in (i) above shall include reference that delegations regarding the recommended budget will be received by Council at said Special meeting.

Prior to consideration of the 2020 Budget, the threshold for item i(a) above has been exceeded.

The budget will be presented to Council for adoption at a Special City Council meeting scheduled for December 18, 2019, and the City Clerk will ensure notice is provided to the public of this meeting, and that delegations will be received.
Step 26– Finalization of the 2020 Operating & Capital Budgets

Joelle Daniels, Director of Finance provided an overview of Step 26.A as follows:

26.A Based on decisions made throughout this Budget Worksheet, the 2020 Operating Budget is as follows:

<table>
<thead>
<tr>
<th></th>
<th>Base Budget</th>
<th>With Capital Levy</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020 Levy Requirement</td>
<td>$ 159,316,015</td>
<td>$ 160,485,064</td>
</tr>
<tr>
<td>Percentage Budget Increase</td>
<td>2.21%</td>
<td>2.96%</td>
</tr>
<tr>
<td>Average Residential Tax Change*</td>
<td>1.66%</td>
<td>2.4%</td>
</tr>
<tr>
<td></td>
<td>$ 52.83</td>
<td>$ 76.62</td>
</tr>
<tr>
<td>Average Multi-Res Tax Change*</td>
<td>0.37%</td>
<td>1.1%</td>
</tr>
<tr>
<td>Average Commercial Tax Change*</td>
<td>3.78%</td>
<td>4.54%</td>
</tr>
<tr>
<td>Average Industrial Tax Change*</td>
<td>2.97%</td>
<td>3.73%</td>
</tr>
</tbody>
</table>

*These changes reflect the impacts of the current Council approved tax policy with respect to tax ratio reductions.

26.B 2020 Capital Budget: $ 84,891,480

2021-2029 Capital Forecast: $ 787,070,795

26.C The Chair communicated that a vote is now required on the opening motion, as amended.

Recorded vote on the Opening Motion, as amended:

YES: (9): Mayor Davis, Councillor Weaver, Councillor Vanderstelt, Councillor Utley, Councillor Sless, Councillor Martin, Councillor Antoski, Councillor VanTilborg, and Councillor Wall

NO: (2): Councillor McCreary, and Councillor Carpenter

CARRIED (9 to 2)