



Finance
Advisory Committee
Meeting Agenda

Thursday, October 12, 2017
7 p.m.

Holland Room
Aurora Town Hall

Public Release
October 10, 2017



**Town of Aurora
Finance Advisory Committee
Meeting Agenda**

Date: Thursday, October 12, 2017

Time and Location: 7 p.m., Holland Room, Aurora Town Hall

1. Approval of the Agenda

Recommended:

That the agenda as circulated by Legislative Services be approved.

2. Declarations of Pecuniary Interest and General Nature Thereof

3. Receipt of the Minutes

Finance Advisory Committee Meeting Minutes of September 27, 2017

Recommended:

That the Finance Advisory Committee meeting minutes of September 27, 2017, be received for information.

4. Delegations

5. Consideration of Items

1. Walkthrough of the Online 2018 Citizen Budget Survey

(Information to be provided at meeting)

(Deferred from Finance Advisory Committee meeting of September 27, 2017)

Recommended:

1. That the Walkthrough of the Online 2018 Citizen Budget Survey be received for information.

2. Memorandum from Director of Financial Services/Treasurer

Re: Round Table Discussion: 2018 Operating Budget Pressures

(Deferred from Finance Advisory Committee meeting of September 27, 2017)

Recommended:

1. That the memorandum regarding Round Table Discussion: 2018 Operating Budget Pressures be received for information; and
2. That the comments and suggestions of the discussion regarding 2018 Operating Budget Pressures be received and referred to staff for consideration and action as appropriate.

6. New Business

7. Adjournment



**Town of Aurora
Finance Advisory Committee
Meeting Minutes**

Date: Wednesday, September 27, 2017

Time and Location: 5:30 p.m., Holland Room, Aurora Town Hall

Committee Members: Councillor Michael Thompson (Chair), Councillor Harold Kim, and Mayor Geoffrey Dawe

Member(s) Absent: None

Other Attendees: Doug Nadorozny, Chief Administrative Officer, Dan Elliott, Director of Financial Services/Treasurer, Jason Gaertner, Manager, Financial Planning, Karen Oreto, Financial Analyst, Tracy Evans, Financial Analyst, Budget, Samantha Yew, Deputy Town Clerk and Ishita Soneji, Council/Committee Secretary

The Chair called the meeting to order at 5:44 p.m.

1. Approval of the Agenda

**Moved by Councillor Kim
Seconded by Mayor Dawe**

That the agenda as circulated by Legislative Services be approved.

Carried

2. Declarations of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act*.

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3. Receipt of the Minutes

Finance Advisory Committee Meeting Minutes of June 13, 2017

Moved by Mayor Dawe

Seconded by Councillor Kim

That the Finance Advisory Committee meeting minutes of June 13, 2017, be received for information.

Carried

4. Delegations

None

5. Consideration of Items

1. Review of Draft General Committee Report No. FS17-030 – Summary of Budget Consultation Meeting May 31, 2017

Staff gave an overview of the discussions from the previous meeting regarding the draft report. The Committee discussed the implications of the proposed Capital and Operating Budget requests. Staff noted that portions of the proposed Capital Budget requests were already incorporated for consideration in the draft Capital Budget Plan. Committee and staff further discussed the approval process of these requests.

Moved by Councillor Kim

Seconded by Mayor Dawe

1. That draft General Committee Report No. FS17-030 be received; and
2. That the comments and suggestions of the discussion regarding draft General Committee Report No. FS17-030 be referred to staff and that the report be brought forward to General Committee for approval.

Carried

2. FS17-042 – Summary of the Key Findings/Outcomes to Date Arising from the Finance Advisory Committee’s Rotating Annual Departmental Detailed Budget Reviews

Staff provided background to the report, outlining the findings of the Committee’s annual detailed budget review of three of the Town’s departments and the reporting framework. The Committee and staff briefly discussed the findings and agreed to include the report as part of the opening budget report to Budget Committee.

**Moved by Councillor Kim
Seconded by Mayor Dawe**

1. That Report No. FS17-042 be received for information.

Carried

3. FS17-040 – Budget Allocation 2018 – Cultural Partners

Staff provided background and an overview of the report, which outlines the designated budget allocation for the Town’s cultural partners.

**Moved by Mayor Dawe
Seconded by Councillor Kim**

1. That Report No. FS17-040 be received for information.

Carried

4. Walkthrough of the Online 2018 Citizen Budget Survey

**Motion to defer
Moved by Councillor Kim
Seconded by Mayor Dawe**

1. That the Walkthrough of the Online 2018 Citizen Budget Survey be deferred to the next Finance Advisory Committee meeting.

**Motion to defer
Carried**

5. Round Table Discussion: 2018 Operating Budget Pressures

Staff provided a detailed overview of how departmental budget targets are determined based on known allocated financial requirements and noted the effects of operating pressures on the target budget. The Committee and staff considered options that could help mitigate any target deficits, and agreed to discuss this matter further at a future meeting.

**Moved by Mayor Dawe
Seconded by Councillor Kim**

1. That the comments and suggestions of the discussion regarding 2018 Operating Budget Pressures be received and referred to staff for consideration and action as appropriate; and
2. That further discussion of this item be deferred to the next meeting of the Finance Advisory Committee.

Carried

6. Round Table Discussion: Next Meeting Dates

**Moved by Councillor Kim
Seconded by Mayor Dawe**

1. That the next Finance Advisory Committee meeting be held prior to the first 2018 Budget Committee meeting.

Carried

**7. Extract from Council Meeting of September 12, 2017
Re: Finance Advisory Committee Meeting Minutes of June 13, 2017**

**Moved by Mayor Dawe
Seconded by Councillor Kim**

1. That the Extract from Council Meeting of September 12, 2017, regarding Finance Advisory Committee meeting minutes of June 13, 2017, be received for information.

Carried

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6. New Business

None

7. Adjournment

Moved by Councillor Kim

Seconded by Mayor Dawe

That the meeting be adjourned at 7 p.m.

Carried

Committee recommendations are not binding on the Town unless adopted by Council.



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**Town of Aurora
Financial Services
Services**

Memorandum

Date: October 12, 2017
To: Finance Advisory Committee
From: Dan Elliott, Director, Financial Services/Treasurer
Re: **Round Table Discussion: 2018 Operating Budget Pressures**

Recommendation

- 1. That the memorandum regarding Round Table Discussion: 2018 Operating Budget Pressures be received for information.**

Background

At its meeting of September 27, 2017, the Finance Advisory Committee (FAC) began a discussion in regard to the Town's 2018 Operating Budget pressures but was unable to conclude this discussion within the allotted time. Consequently, the Committee agreed at that time to continue this discussion at a future date to be determined prior to the formal commencement of the Budget Committee reviews.

In support of this continued discussion, an updated Summary of Key Town 2018 Operating Budget Pressures Included within Staff's Recommended Draft Budget (Attachment #1) and a summary of Council Budget Options Over & Above Staff's Draft Budget 2.9% Increase (Attachment #2) is provided under cover of this memorandum.

Attachments

Attachment #1: Summary of Key Town 2018 Operating Budget Pressures Included within Staff's recommended Draft Budget

Attachment #2: Council Budget Options Over & Above Staff's Draft Budget 2.9% Increase

Round Table Discussion: 2018 Budget Pressures
Additional Information
FAC October 12, 2017

Summary of Key Town 2018 Operating Budget Pressures Included within Staff's Recommended Draft Budget			
New Revenue for 2018 (As per Council's Direction)			
Growth Revenue (3.1% assessment growth forecast)		\$ 1,296,500	
Tax Levy Increase (based on CPI of 2.1% plus 1% -- Total 3.1%)		1,336,700	
non-tax revenue CPI		<u>200,800</u>	
Estimated New Revenue			\$ 2,834,000
Allocation to Known Incremental Financial Requirements			
Reserved 0.2% tax increase for Council options		(86,300)	
Reserved unused room within 2.9%		<u>(8,500)</u>	
Total funds reserved for subsequent Council funding decisions			(94,800)
<u>Fiscal Strategies</u>			
Cash to capital increase - fiscal strategy			(215,600)
Hydro interest and supplementary tax reduction - fiscal strategy			(175,000)
Fire increase in funding (planned 1.3% of tax levy reduced by staff)			(259,200)
<u>Past Council Commitments</u>			
2017 approved position annualization			(149,700)
Reduced draw from Rate Stab. 2017 phase-in			(437,000)
COLA and steps all union & FT non-union staff			(462,300)
Council salary 'gross up'			(65,000)
Election 2018 funding short-fall			(25,000)
Canine commons (PRCS17-002)			(16,000)
Lost rental revenue from Holland Room loss			(3,600)
Lost rental revenue from Library Building			(26,700)
NET Savings from the closure of 52/56 Victoria Street			47,700
Tax savings soccer dome PRCS17-027			40,500
Cultural partners allocation increase			(106,000)
<u>New Pressures on Budget</u>			
New Provincial labour legislation impact - Bill 148			(605,000)
New waste management contract increase			(518,000)
Reduced Planning & Development revenue			(244,300)
Budget correction electricity streetlights and facilities			(380,800)
Increase net recoveries from rate supported utility & Bldg budgets			556,600
New staffing requirements			-
Insurance premium increase			(17,600)
Park Operations reduced reliance upon Developer Charges			(20,500)
Net all other budget pressures from departments			(226,600)
<u>Rate Stabilization</u>			
Solid waste: Phase-in \$518K over two years		235,000	
Labour Legislatio Phase-in \$605K over two years		<u>334,900</u>	569,900
Unresolved Budget Tax Pressure versus Council's Direction			-

ATTACHMENT #2

Round Table Discussion: 2018 Budget Pressures
Additional Information
FAC October 12, 2017

Council Budget Options Over & Above Staff's Draft Budget 2.9% Increase		
	moun	
1) Sport Aurora Sustainability support	94,765	
2) Sport Aurora Sport Plan	68,505	
3) Sport Hall of Fame Sustainability support	51,500	
4) Chamber of Commerce - Aurora Home Show	7,290	
5) Chamber of Commerce - Aurora Tech Expo	2,500	
6) Chamber of Commerce - Business Women's Summit	2,500	
7) Chamber of Commerce - Youth Entrepreneur Summit	2,500	
8) AHS One-Time Storage Solution	5,000	
9) Lost Town Facility Alternative Space Subsidization	18,000	
10) Sponsorship Program staffing and increase svc level	-	
Total	\$ 252,560	0.6%

Council Budget Information Items INCLUDED in Staff's Draft Budget 2.9% Increase		
1) New Bylaw Cost Neutral Position	-	
2) New Cost Neutral Animal Control Position	-	
Total	\$ -	