



Town of Aurora  
Finance Advisory Committee  
Meeting Minutes

<b>Date:</b>	Wednesday, January 30, 2019
<b>Time and Location:</b>	5:30 p.m., Holland Room, Aurora Town Hall
<b>Committee Members:</b>	Councillor Michael Thompson, Councillor John Gallo, and Mayor Tom Mrakas
<b>Member(s) Absent:</b>	None
<b>Other Attendees:</b>	Councillor Rachel Gilliland, Councillor Harold Kim, Doug Nadorozny, Chief Administrative Officer, Jason Gaertner, Acting Director of Financial Services/Treasurer, Karen Oreto, Financial Analyst, Tracy Evans, Financial Analyst, Budget, Laura Sheardown, Financial Analyst, Cash Flow & Investment, Michael de Rond, Town Clerk, and Ishita Soneji, Council/Committee Coordinator

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The Town Clerk called the meeting to order at 5:30 p.m.

## **1. Appointment of the Chair**

The Town Clerk opened the floor to nominations for the Chair of the Finance Advisory Committee for the 2018-2022 Term.

Mayor Mrakas nominated Councillor Michael Thompson as Chair. There were no other nominations, and Councillor Thompson was appointed Chair of the Committee.

Councillor Thompson assumed the Chair at 5:32 p.m.

## **2. Approval of the Agenda**

**Moved by Mayor Mrakas**  
**Seconded by Councillor Gallo**

That the agenda as circulated by Legislative Services be approved.

**Carried**

## **3. Declarations of Pecuniary Interest and General Nature Thereof**

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

## **4. Receipt of the Minutes**

None

## **5. Delegations**

None

## **6. Consideration of Items**

### **1. Finance Advisory Committee – Terms of Reference**

The Committee reviewed the Terms of Reference and agreed that the Chair be rotated on an annual basis. The Committee and staff discussed the potential of including citizen members in the future.

**Moved by Councillor Gallo**  
**Seconded by Mayor Mrakas**

1. That the Finance Advisory Committee Terms of Reference be received.

**Carried**

### **2. 2019 Work Plan for Finance Advisory Committee**

Staff provided a brief overview of the 2019 Work Plan and inquired about any additional items that the Committee would like to discuss throughout the year.

The Committee suggested various areas of interest such as providing input on the funding and reporting framework for current and future capital projects including a review of the capital projects included in the most recent Development Charges study, and undertaking a review of the recreation fee structure. It was requested that more details on the proposed multi-year budget framework in comparison with current practices and a summary of accomplishments of the previous term including the outcome of the detailed departmental budget reviews be provided to the Committee.

**Moved by Mayor Mrakas**  
**Seconded by Councillor Gallo**

1. That the proposed 2019 Work Plan for Finance Advisory Committee be received; and
2. That the 2019 Work Plan, including the Committee comments, be approved.

**Carried**

### **3. Round Table Discussion**

**Re: Process and Expectations for 2019 Detailed Departmental Budget Reviews**

The Committee and staff discussed about the detailed departmental budget review process including the line-by-line analysis of each department carried out in the previous term. Staff highlighted areas of focus such as a multi-year revenue and expense comparisons and discussion on potential budget pressures within each department, and noted a similar approach would be utilized for the departmental budget reviews this term.

**Moved by Councillor Gallo**  
**Seconded by Mayor Mrakas**

1. That the comments and suggestions regarding the Process and Expectations for the 2019 Detailed Budget Reviews be received and referred to staff for consideration and action as appropriate.

**Carried**

#### **4. Round Table Discussion**

##### **Re: 2019 Operating Budget Debrief**

Staff circulated the 2019 Budget Committee calendar and provided a brief overview. The Committee and staff discussed about the various public outreach methods to involve members of public in the budget deliberations. It was requested that information on current public outreach methods be provided to the Committee.

**Moved by Mayor Mrakas**

**Seconded by Councillor Gallo**

1. That the comments and suggestions regarding the 2019 Operating Budget Debrief be received and referred to staff for consideration and action as appropriate.

**Carried**

#### **6. New Business**

Staff provided an outline of the current grant and funding agreement guidelines and requested the Committee's input. It was noted that the item would be brought forward to a future meeting for detailed discussion.

#### **7. Adjournment**

**Moved by Councillor Gallo**

**Seconded by Mayor Mrakas**

That the meeting be adjourned at 6:33 p.m.

**Carried**

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