70 Collier Street (Box 400)
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City of Barrie

Minutes - Final
General Committee

Monday, June 20, 2016 | **5:00 PM** | **Sir Robert Barrie Room**

GENERAL COMMITTEE REPORT
For consideration by the Council of the City of Barrie on June 27, 2016.

The meeting was called to order by Mayor Lehman at 5:01 p.m. The following were in attendance:

Present: 10 - Mayor, J. Lehman; Councillor, B. Ainsworth; Councillor, R. Romita; Councillor, D. Shipley; Councillor, B. Ward; Councillor, M. Prowse; Councillor, A. Prince; Councillor, A. Khan; Councillor, S. Morales; and Councillor, M. McCann

Absent: 1 - Councillor, P. Silveira

STAFF:
Chief Administrative Officer, C. Ladd
City Clerk/Director of Legislative and Court Services, D. McAlpine
Deputy City Clerk, W. Cooke
Deputy Treasurer, M. Jermey
Director of Finance/Treasurer, C. Millar
Director of Human Resources, A.M. Langlois
Executive Director of Innovate Barrie, R. Bunn
Executive Director of Invest Barrie, Z. Lifshiz
General Manager of Infrastructure and Growth Management, R. Forward
Supervisor, Budget and Treasury, H. Miller.

OTHERS PRESENT:
Barrie Police Service, Police Chief, K. Greenwood
Barrie Police Service, Deputy Police Chief, B. Carlson
Barrie Police Service, Finance Manager, N. Halas.

Pursuant to Procedural By-law 2013-072, Section 4.10, the Committee altered the order of business such that the Information Item concerning a Confidential personal information matter and Employee Negotiations Matter - Employment Contract was discussed prior to the Staff Report concerning the 2017 Business Plan and Budget Directions (EMT002-16).

The General Committee reports that upon adoption of the required procedural motion it met in closed session in the Sir Robert Barrie Room at 5:02 p.m. to receive and discuss a verbal update regarding a confidential personal information matter and employee negotiations matter – Employment Contract.

Members of General Committee (with the exception of Councillor, P. Silveira and Councillor, M. Prowse), the City Clerk/Director of Legislative and Court Services, and Director of Human Resources, were in attendance for the portion of the meeting closed to the public. Members of the press and public were not present for this portion of the meeting.

The General Committee met and reports as follows:

SECTION "A"

16-G-160 **DISCUSSION OF A CONFIDENTIAL PERSONAL INFORMATION AND EMPLOYEE NEGOTIATIONS MATTER - EMPLOYMENT CONTRACT**

That motion 16-G-160 contained within the confidential notes to the First General Committee Report dated June 20, 2016 concerning the discussion of a confidential personal information and employee negotiations matter regarding an employment contract, be received.

This matter was recommended (Section "A") to City Council for consideration of receipt at its meeting to be held on 6/27/2016.

The General Committee reports upon adoption of a procedural motion, it met in public/open session at 5:53 p.m.

The General Committee met and recommends the adoption of the following recommendation(s):

SECTION "B"

16-G-161 **2017 BUSINESS PLAN AND BUDGET DIRECTIONS**

1. That staff prepare a Business Plan for 2017 for all tax supported services that considers:

   a) One budget year and three forecast years;

   b) The cost of maintaining current programs at current service levels, based on anticipated 2017 activities;

   c) Annualization of prior period decisions;

   d) The financial impact on the 2017 budget of Council directions throughout 2016;

   e) Recommendations for changes to funding sources that result in a decreased reliance on property taxes;

   f) An estimate of assessment growth based on the value of newly assessed property throughout 2016;

   g) The continuation of an annual 1% Dedicated Infrastructure Renewal Fund;

   h) Contributions to reserves that are consistent with the Financial Policies Framework; and

   i) A cap on any potential 2017 tax increase of 2.25%, excluding the 1% levy associated with the Dedicated Infrastructure Renewal Fund.

2. That staff prepare a Business Plan for 2017 for Water and Wastewater services that includes:

   a) The cost of maintaining current programs at current service levels, based on anticipated 2017 activities;

   b) Annualization of prior period decisions;

c) Recommendations for changes to user fees that reflect the full cost of providing the program or service, including fixed assets, net of any subsidy approved by Council;

d) An estimate of water consumption that reflects past consumption patterns and forecasted conditions in 2017; and

e) Contributions to reserves that are consistent with the Financial Policies Framework and Council direction that reflect, to the extent possible, the anticipated current and future commitments against the reserves.

3. That staff prepare a Business Plan for 2017 for Parking Services that includes:

a) The cost of maintaining current programs at current service levels, based on anticipated 2017 activity;

b) Annualization of prior period decisions; and

c) Options to eliminate the annual operating deficit, and if necessary, a subsidy from the tax rate.

4. That any significant impacts to the 2017 budget, such as recommended new investments and changes in level of service, or changes in staff complement levels, be presented to Council for consideration.

5. That any user fees that are added, removed, or increased/decreased by 5% or more of the current fee, be presented to Council within the Business Plan Binder.

6. That a ten year Capital Plan be developed that includes a one year capital budget, a four year forecast, and a five year capital outlook.

a) 1 year approved Capital Budget (2017):

i) With multi-year approvals in accordance with the capital control policy;

ii) Project specifics; and

iii) Detailed funding.

b) 4 year Capital Forecast (2018 - 2021):

i) Project specifics; and

ii) Detailed funding.

c) 5 year Capital Outlook (2022 - 2026):

i) Project specifics where available; and

ii) Detailed funding.

7. That staff prepare the 2017 Capital Budget with appropriate consideration of:

a) Council's strategic goals;

b) A risk based approach to project selection driven by the rehabilitation and replacement of existing assets, considering full lifecycle costs and the City's most critical needs;

c) Master plans and infrastructure implementation plans, considering full lifecycle costs; and

d) Availability of financial and staff resources to do the work.

8. That staff continue to find new and innovative ways to increase public education and engagement during the 2017 Business Plan and Budget development process.

9. That the 2017 Budget Development Schedule identified in Appendix "A" to Staff Report EMT002-16, be used to develop the 2017 Business Plan for Council's review and approval no later than February 2017.

10. That staff advise the County and all Agencies, Boards, and Commissions of Council's expectations that:

a) The budget directions established herein be used when preparing their 2017 budgets; and

b) Budgets are prepared in accordance with the 2017 Budget Development Schedule.

11. That a Capital Reserve specific to the Barrie Police Services Board be established and funded from an annual contribution from the approved annual Police Service operating Budget. (EMT002-16) (File: F00)

This matter was recommended (Section "B") to City Council for consideration of adoption at its meeting to be held on 6/27/2016.

The meeting adjourned at 6:31 p.m.

CHAIRMAN