



**Council Budget Committee**  
**DRAFT Meeting Minutes**

Elgin County Administration Building  
Council Chambers/Webex  
October 27, 2020 at 11:30 A.M.

**ATTENDEES:** Warden Dave Mennill (Budget Committee Chair)  
Councillor Mary French (Budget Committee Member)  
Councillor Ed Ketchabaw (Budget Committee Member)  
Councillor Dominique Giguère (Budget Committee Member)  
Jim Bundschuh, Director of Financial Services  
Julie Gonyou, Chief Administrative Officer  
Katherine Thompson, Supervisor of Legislative Services  
Jennifer Ford, Senior Financial Analyst  
Lisa Czupryna, Senior Financial Analyst  
Mathew Waite, Financial Analyst  
Carolyn Krahn, Legislative Services Coordinator

**1. CALL TO ORDER**

The Council Budget Committee met this 27<sup>th</sup> day of October, 2020 in the Council Chambers, at the County Administration Building, St. Thomas at 11:40 a.m.

**2. APPROVAL OF THE AGENDA**

Moved by: Councillor Ketchabaw  
Seconded by: Councillor Giguère

RESOLVED THAT the agenda be approved as presented.

**Recorded Vote**

	<b>Yes</b>	<b>No</b>
Councillor French	Yes	
Councillor Giguère	Yes	
Councillor Ketchabaw	Yes	
Warden Mennill	Yes	
	4	0

- Motion Carried.

**3. APPROVAL OF THE MINUTES**

Moved by: Councillor Giguère  
Seconded by: Councillor French

RESOLVED THAT the minutes of the meeting held on January 29, 2020 be approved.

**Recorded Vote**

	<b>Yes</b>	<b>No</b>
Councillor French	Yes	
Councillor Giguère	Yes	
Councillor Ketchabaw	Yes	
Warden Mennill	Yes	
	4	0

- Motion Carried.

**4. DISCLOSURE OF PECUNIARY INTEREST**

None.

**5. DELEGATIONS**

None.

**6. BRIEFINGS AND REPORTS**

**6.1 2021 Budget Review and Approval Stages – Chief Administrative Officer**

The Chief Administrative Officer provided an overview of the Budget Review and Approval Stages. The Committee reviewed and established key dates for meetings and activities, and expressed their support for increasing transparency in the budget process.

**6.2 Review of Departmental Presentation Template – Chief Administrative Officer**

The Chief Administrative Officer presented the Departmental Presentation Template for the Committee’s review and sought the Committee’s feedback for changes to ensure alignment with the Committee’s expectations and the Elgin County 2021 Budget “Investing in our Community” 2021 Budget Review and Approval Stages document.

The Committee expressed their support for the proposed approach to presenting the budget and were confident that this template will allow the Committee to make better decisions and that the presentations will help the public to better understand the decisions that are made.

In addition to the ten (10) year forecast, the Committee would also like to see actuals from the past two (2) years.

**7. DATE OF NEXT MEETING**

The Committee reviewed the proposed meeting schedule.

November 9, 2020	Departmental Budget Review
November 24, 2020	Departmental Budget Review #2
December 10, 2020	Consolidated Budget Review
<b>January 12, 2021</b>	<b>Council Meeting: Budget Overview</b>
January 12, 2021	Council Follow-up
January 26, 2021	Review final details of Capital and Operating ten-year plans and set proposed tax rates
<b>February 9, 2021</b>	<b>Council Meeting: Approval of Operating and Capital budgets and tax rates</b>

**8. ADJOURNMENT**

Moved by: Councillor Ketchabaw  
 Seconded by: Councillor French

Resolved that we do now adjourn at 12:26 p.m. to meet again on November 9, 2020 at 9:00 a.m.

**Recorded Vote**

	<b>Yes</b>	<b>No</b>
Councillor French	Yes	
Councillor Giguère	Yes	
Councillor Ketchabaw	Yes	
Warden Mennill	Yes	
	4	0

- Motion Carried.

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Julie Gonyou,  
Chief Administrative Officer.

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Dave Mennill,  
Chair.