



Council Budget Committee
Meeting Minutes

Virtual Meeting via Webex
April 20, 2021 at 1:00 P.M.

- ATTENDEES:** Warden Tom Marks (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
 Brian Masschaele, Director of Community and Cultural Services
 Jeff VanRybroeck, CEMC/Fire Training Officer
 Jennifer Ford, Manager of Financial Services/Deputy Treasurer
 Lisa Czupryna, Senior Financial Analyst
 Mathew Waite, Financial Analyst
 Katherine Thompson, Supervisor of Legislative Services
 Carolyn Krahn, Legislative Services Coordinator

1. CALL TO ORDER

The Council Budget Committee met this 20th day of April, 2021 at 1:00 p.m.

2. APPROVAL OF THE AGENDA

Moved by: Councillor French
 Seconded by: Councillor Giguère

RESOLVED THAT the agenda be approved as presented.

Recorded Vote

	Yes	No
Councillor French	Yes	
Councillor Giguère	Yes	
Councillor Ketchabaw	Yes	
Warden Marks	Yes	
	4	0

- Motion Carried.

3. APPROVAL OF THE MINUTES

Moved by: Councillor Ketchabaw
Seconded by: Councillor French

RESOLVED THAT the minutes of the meeting held on February 9, 2021 be approved.

Recorded Vote

	Yes	No
Councillor French	Yes	
Councillor Giguère	Yes	
Councillor Ketchabaw	Yes	
Warden Marks	Yes	
	4	0

- Motion Carried.

4. DISCLOSURE OF PECUNIARY INTEREST

None.

5. DELEGATIONS

None.

6. BRIEFINGS AND REPORTS

6.1 Draft 2020 Annual Report – Manager of Administrative Services

The Director of Financial Services and Manager of Administrative Services presented a draft of the 2020 Annual Report. The Annual Report will be published as an interactive webpage and will provide residents of Elgin with an easy-to-understand synopsis of the financial details found in the Financial Information Return (FIR).

Moved by: Councillor Ketchabaw
Seconded by: Councillor French

RESOLVED THAT with the Committee’s support and endorsement, the 2020 Annual Report be presented to County Council at the second meeting in May.

Recorded Vote

	Yes	No
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Councillor French	Yes	
Councillor Giguère	Yes	
Councillor Ketchabaw	Yes	
Warden Marks	Yes	
	4	0

- Motion Carried.

6.2 Budget Adjustments – Director of Financial Services

The Director of Financial Services presented changes to the budget since its approval by Council in February 2021. These changes have created the opportunity to adjust the budget to reduce net spend by \$550,000.

Moved by: Councillor Ketchabaw

Seconded by: Councillor French

WHEREAS the Committee has thoroughly reviewed the financial information;

THEREFORE BE IT RESOLVED THAT the budget adjustments be presented to Council once the 2020 actuals are available.

Recorded Vote

	Yes	No
Councillor French	Yes	
Councillor Giguère	Yes	
Councillor Ketchabaw	Yes	
Warden Marks	Yes	
	4	0

- Motion Carried.

6.3 2021 First Quarter Performance – Director of Financial Services

The Director of Financial Services presented the 2021 First Quarter Performance. The budget comparison shows a favourable year-to-date performance of \$176,000.

Moved by: Councillor Giguère

Seconded by: Councillor French

RESOLVED THAT the April 15, 2021, report titled, 2021 1st Quarter Performance, submitted by the Director of Financial Services, be received and filed for information.

Recorded Vote

	Yes	No
Councillor French	Yes	
Councillor Giguère	Yes	
Councillor Ketchabaw	Yes	
Warden Marks	Yes	
	4	0

- Motion Carried.

7. OTHER BUSINESS

None.

8. CORRESPONDENCE

None.

9. DATE OF NEXT MEETING

The Committee will meet again in late July or early August.

10. ADJOURNMENT

Moved by: Councillor French
Seconded by: Councillor Ketchabaw

Resolved that we do now adjourn at 1:37 p.m.

Recorded Vote

	Yes	No
Councillor French	Yes	
Councillor Giguère	Yes	
Councillor Ketchabaw	Yes	
Warden Marks	Yes	
	4	0

- Motion Carried.


Julie Gonyou,
Chief Administrative Officer.


Tom Marks,
Chair.