



Council Budget Committee
Meeting Minutes

Elgin County Administration Building
Council Chambers/Webex
December 9, 2021 at 1:00 P.M.

ATTENDEES: Warden Mary French, Chair (Council Chambers)
Deputy Warden Tom Marks (Council Chambers)
Councillor Ed Ketchabaw (Council Chambers)
Councillor Dominique Giguère (electronic)
Julie Gonyou, Chief Administrative Officer (Council Chambers)
Brian Lima, General Manager of Engineering, Planning, &
Enterprise/Deputy CAO (Council Chambers)
Jeff Brock, Director of Information Technology Services (Council
Chambers)
Jennifer Ford, Manager of Financial Services/Deputy Treasurer
(Council Chambers)
Katherine Thompson, Manager of Administrative Services/Deputy
Clerk (Council Chambers)
Lisa Czupryna, Senior Financial Analyst (electronic)
Mathew Waite, Financial Analyst (electronic)
Jenna Fentie, Legislative Services Coordinator (Council Chambers)

1. CALL TO ORDER

The Council Budget Committee met this 9th day of December, 2021 at 1:00 p.m. in a hybrid format with Committee Members and staff participating as indicated above.

2. APPROVAL OF THE AGENDA

Moved by: Deputy Warden Marks
Seconded by: Councillor Giguère

RESOLVED THAT the agenda be approved as presented.

- Motion Carried.

3. APPROVAL OF THE MINUTES

Moved by: Councillor Ketchabaw
Seconded by: Deputy Warden Marks

RESOLVED THAT the minutes of the meeting held on November 16, 2021 be approved.

- Motion Carried.

4. DISCLOSURE OF PECUNIARY INTEREST

None.

5. DELEGATIONS

None.

6. BRIEFINGS AND REPORTS

6.1 Introduction – Manager of Financial Services/Deputy Treasurer

The Manager of Financial Services/Deputy Treasurer provided an overview of requests for additional information received from the Budget Committee at their last meeting. Presentations at the December 9, 2021 meeting will provide more information on the POA generator budget request, additional information related to costing on the deferral or reduction of projects, further clarification as it relates to the possible use of the Growth Reserve to additionally relieve some burden on the tax rate, and additional information related to the IT Ticket System and inhouse development.

6.2 Information Technology Services – Director of Information Technology Services

The Director of Information Technology Services provided a comparison of a full featured IT Service Management Solution versus Laserfiche (currently used by the County). The Director noted that many of the features that are out of the box with an IT Service Management Solution would need to be developed within Laserfiche either internally or through a consultant, resulting in additional time requirements. The Director recommended the implementation of an IT Service Management Solution.

Moved by: Councillor Giguère
Seconded by: Deputy Warden Marks

RESOLVED THAT the Budget Committee direct that \$14,000 be included in the draft 2022 Budget, and that \$153,295 be included in the 10-year plan to support and maintain the IT Service Management Solution within the ITS Budget.

- Motion Carried.

6.3 **Engineering, Planning & Enterprise – General Manager of Engineering, Planning & Enterprise/Deputy CAO**

The General Manager of Engineering, Planning & Enterprise/Deputy CAO provided additional information for the Committee's consideration regarding the POA generator and transportation options.

Moved by: Deputy Warden Marks

Seconded by: Councillor Giguère

RESOLVED THAT the Budget Committee include all investments recommended in the 2022 Corporate Facilities Building conditions assessment report that are required to accommodate service offerings as mandated by regulatory agencies; and

THAT the Committee elect not to proceed with the Provincial Offences Administration generator, resulting in a potential savings of \$85,000 to the 2022 Draft Budget; and

FURTHER THAT staff be directed provide follow-up information to the Budget Committee, and by extension County Council, with respect to funding options associated with Transportation Options #1 and #2 as presented in the Budget Committee's agenda for December 9, 2021.

- Motion Carried.

7. OTHER BUSINESS

None.

8. CORRESPONDENCE

8.1 Correspondence from the Elgin County Environmental Committee requesting \$10,000 for the installation of pollinator gardens at County-owned facilities.

The letter from the Environmental Committee will be included as correspondence for consideration on the January 11, 2022 Elgin County Council agenda.

9. DATE OF NEXT MEETING

The next Budget Committee meeting will be held in early January 2022 with a date to be determined.

10. ADJOURNMENT

Moved by: Councillor Ketchabaw
Seconded by: Deputy Warden Marks

RESOLVED THAT we do now adjourn at 2:15 p.m. to meet again in early January 2022.

- Motion Carried.

Julie Gonyou,
Chief Administrative Officer.

Mary French
Chair.