

**Corporation of the County of Elgin**

**BUDGET COMMITTEE**

**MINUTES**

**For Tuesday, November 1, 2022**

**1:00 P.M.**

**County Administration Building/Zoom**

The Budget Committee met this 1st day of November 2022. The meeting was held in a hybrid in-person/electronic format with Committee Members and staff participating as indicated below.

**Attendees:** Warden Mary French, Chair (electronic)  
Deputy Warden Tom Marks (in-person)  
Councillor Ed Ketchabaw (electronic)  
Councillor Dominique Giguère (in-person)

**Staff:** Julie Gonyou, Chief Administrative Officer/Clerk (in-person)  
Jennifer Ford, Director of Financial Services/Treasurer (in-person)  
Jenna Fentie, Manager of Administrative Services/Deputy Clerk (in-person)  
Stefanie Heide, Legislative Services Coordinator (in-person)

**Regrets:** Brian Lima, General Manager of Engineering, Planning, and Enterprise/Deputy CAO

**1. CALL TO ORDER**

The meeting convened at 1:00 p.m. with Warden French in the Chair.

**2. APPROVAL OF THE AGENDA**

Moved by: Councillor Ketchabaw  
Seconded by: Deputy Warden Marks

RESOLVED THAT the agenda for the November 1, 2022 meeting be approved as presented.

- Motion Carried.

**3. ADOPTION OF MINUTES**

Moved by: Councillor Giguère

Seconded by: Deputy Warden Marks

RESOLVED THAT the minutes of the meeting held on July 12, 2022 be adopted.

- Motion Carried.

**4. DISCLOSURE OF PECUNIARY INTEREST OR THE GENERAL NATURE THEREOF**

None.

**5. DELEGATIONS**

None.

**6. BRIEFINGS**

**6.1 2022 Quarter 3 Financial Results – Director of Financial Services/Treasurer**

The Director of Financial Services/Treasurer presented the report providing an update on the Performance of Budget to Actual up to the end of September 2022.

Moved by: Councillor Giguère  
Seconded by: Councillor Ketchabaw

RESOLVED THAT the report titled “2022 Quarter 3 Financial Results” from the Director of Financial Services/Treasurer dated October 25, 2022 be received and filed for information.

- Motion Carried.

**6.2 2023 Budget Survey Results – Director of Financial Services/Treasurer and the Chief Administrative Officer**

The Director of Financial Services/Treasurer presented the report providing the Budget Committee with the results of the 2023 Budget Survey and a summary of the feedback based on responses received.

The Director of Financial Services noted a point of clarification on the Budget Tax Levy. Last year Council did agree to the targeted growth of 2% in the ten year plan as presented, however the Tax Levy increase that Council agreed to was 3.6% over the ten (10) years, and not the stated 5.48% as in the report, for a total of 5.6% annually in total.

The Committee reviewed the six (6) questions from the Budget survey that were used to guide the development of the Executive Leadership Team’s

2022 budgets and provided feedback for the 2023 budget process.

Moved by: Councillor Giguère  
Seconded by: Deputy Warden Marks

RESOLVED THAT the report titled "2023 Budget Survey Results" from the Director of Financial Services/Treasurer dated October 25, 2022 be received and filed for information; and

THAT the Committee recommend to the 2022-2026 term of County Council that the composition of the 2023 Budget Committee be comprised of Committee of the Whole to avoid delays and to ensure all Councillors are involved in budget discussions.

- Motion Carried.

**6.3 2023 Budget Risks and Opportunities – Director of Financial Services/Treasurer**

The Director of Financial Services/Treasurer presented the report serving to provide context to the immediate concerns as they exist for the County of Elgin.

The Director of Financial Services/Treasurer noted a point of clarification that in the chart of expected costs and savings provided by staff, the reference to "percentage of tax increase" should instead be "percentage of levy increase".

Moved by: Councillor Ketchabaw  
Seconded by: Councillor Giguère

RESOLVED THAT the report titled "2023 Budget Risks and Opportunities" from the Director of Financial Services/Treasurer dated October 25, 2022 be received and filed for information.

- Motion Carried.

**6.4 2022 to 2031: Ten-year Budget Plan Overview – Director of Financial Services/Treasurer**

The Director of Financial Services/Treasurer presented the report providing a review of the budget development methodology used by staff and base information for the 2023 budget.

Moved by: Deputy Warden Marks  
Seconded by: Councillor Ketchabaw

RESOLVED THAT the report titled "2022 to 2031: Ten-year Budget Plan Overview" from the Director of Financial Services/Treasurer dated October 26, 2022 be received and filed for information.

- Motion Carried.

**7. OTHER BUSINESS**

None.

**8. CORRESPONDENCE**

None.

**9. DATE OF NEXT MEETING**

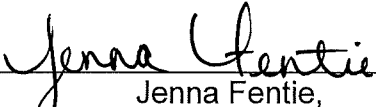
The Budget Committee will meet again at a date to be determined.


**10. ADJOURNMENT**

Moved by: Deputy Warden Marks  
Seconded by: Councillor Giguère

RESOLVED THAT we do now adjourn at 2:02 p.m. to meet again at the call of the Chair.

- Motion Carried.

  
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Jenna Fentie,  
Manager of Administrative Services/  
Deputy Clerk.

  
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Ed Ketchabaw,  
2023 Warden.