



**THE CORPORATION OF THE MUNICIPALITY OF PORT HOPE
SPECIAL FINANCE COMMITTEE MINUTES**

November 28, 2023, 9:00 a.m.

Present: Mayor Olena Hankivsky
Councillor Les Andrews
Deputy Mayor Attridge
Councillor Chris Collins
Councillor Claire Holloway Wadhwani
Councillor Vicki Mink
Councillor Adam Pearson

Members Absent: Sruthi Lee, Manager, Financial Planning
Connor Holmes, Financial Analyst

Staff: Candice White, CAO
Brian Gilmer, Director, Corporate Services
David Baxter, Director, Finance
Jeanette Davidson, Director, Works and Engineering
Todd Davis, Director, Planning and Development
Julia Snoek, Director, Parks, Recreation and Culture
Jason Williams, Director, Protective Services
Amanda Millar, Acting Deputy Clerk
Kate Ingram, Manager, Communications

Minutes of the Special Finance Committee Meeting of the Corporation of the Municipality of Port Hope were held at 56 Queen Street, Port Hope, Ontario

1. CALL TO ORDER

- 1.1 Moment of Silent Reflection
- 1.2 Land Acknowledgement

2. DISCLOSURE OF PECUNIARY INTEREST AND THE NATURE THEREOF

Councillor Pearson declared a pecuniary interest regarding matters /discussions pertaining to the Works and Engineering Department presentation - Walton Street Reconstruction budget as he is a business owner and directly impacted by this matter.

3. Finance - Councillor Les Andrews

3.1 Staff Reports

- 3.1.1 Staff Report FS-23-23 - Sruthi Lee, Manager, Financial Planning regarding 2024 Post-Retirement and Amortization

Moved by Mayor Hankivsky

Seconded by Deputy Mayor Attridge

That a resolution be presented to Council to adopt this Post-Retirement and Amortization report in accordance with Ontario Regulation 284/09.

CARRIED

3.1.2 2024 Proposed Budget Presentation

The Directors of the Municipality of Port Hope presented a PowerPoint presentation detailing their Departments 2024 Proposed Budgets. Question and answer periods ensued following each presentation.

3.1.2.1 Introduction

3.1.2.2 Community Engagement

3.1.2.3 Budget Process

The Finance Committee recessed at 10:25 a.m. for a break and resumed at 10:35 a.m.

3.1.2.4 Financial Position

3.1.2.5 Reserve and Reserve Funds

3.1.2.6 Long-Term Debenture Plan

3.1.2.7 Strategic Plan

3.1.2.8 Other Topics

3.1.2.9 Budget Summary

3.1.2.10 Council

3.1.2.11 CAO

The Finance Committee recessed at 12:18 p.m. for a break and resumed at 12:36 p.m.

3.1.2.12 Corporate Services

The Finance Committee recessed for lunch at 1:15 p.m. and reconvened at 1:54 p.m.

Councillor Collins left the meeting at 1:15 p.m.

3.1.2.13 Finance and Human Resources

3.1.2.14 Planning and Development

The Finance Committee recessed at 3:15 p.m. for a break and resumed at 3:27 p.m.

Moved by Deputy Mayor Attridge
Seconded by Councillor Holloway Wadhvani

That the budget line for the Subwatershed Study be included in the 2024 proposed municipal budget.

CARRIED

3.1.2.15 Protective Services

Mayor Hankivsky left the meeting at 4:43 p.m.

Moved by Councillor Pearson
Seconded by Deputy Mayor Attridge

That Finance Committee recess for the day at 4:49 p.m. and reconvene, as planned, on Thursday, November 30, 2023 at 9:00 a.m.

CARRIED

The Finance Committee resumed meeting at 9:02 a.m. on Thursday, November 30, 2023.

Mayor Hankivsky was absent from the meeting on Thursday, November 30, 2023.

Call to Order

- Moment of Silence
- Land Acknowledgment

Chair, Councillor Andrews acknowledged that this meeting was being held on the traditional territory of the Mississauga Nations.

3.1.2.16 Parks, Recreation and Culture

It was the consensus of the Committee to reorder the agenda to address Item 3.1.2.20 - Port Hope Police Service Board, Item 3.1.2.21 - Port Hope Public Library, Item 3.1.2.19 - Non-Departmental, and Item 3.1.2.22 - Community Grants and Donations first.

3.1.2.17 Corporate Facilities

3.1.2.18 Works and Engineering

Having previously declared a conflict of interest with respect to the Walton Street Reconstruction budget, Councillor Pearson left the room at 11:53 a.m. and returned at 11:55 a.m.

The Finance Committee recessed for lunch at 12:24 p.m. and resumed at 1:02 p.m.

3.1.2.19 Non-Departmental

3.1.2.20 Port Hope Police Service Board

Jeff Gilmer, Chair, Port Hope Police Service Board, was present and gave a presentation regarding the proposed 2024 Port Hope Police Service Board budget.

3.1.2.21 Port Hope Public Library

Margaret Scott, CEO, Port Hope Public Library, and Bob Wallace, Chair, Port Hope Library Board, were present and gave a presentation regarding the proposed 2024 Port Hope Public Library budget.

3.1.2.22 Community Grants and Donations

Moved by Councillor Pearson
Seconded by Councillor Collins

That the request from Dragon Pottery received, with more information provided by Staff, be approved for the amount of \$1000 and included in the 2024 municipal budget.

CARRIED

The Finance Committee recessed at 10:08 a.m. for break and resumed at 10:22 a.m.

3.1.2.23 Budget Summary

Director Baxter spoke to the overall departmental budgets and provided a summary of the proposed 2024 municipal budget.

3.1.2.24 Next Steps

The Finance Committee recessed at 1:56 p.m. for a break and resumed at 2:12 p.m.

3.1.3 Final Review and Revision

The Finance Committee recessed at 3:32 p.m. for a break and resumed at 3:51 p.m.

Moved by Deputy Mayor Attridge
Seconded by Councillor Holloway Wadhwani

That the inclusion of funding for the subwatershed study be reduced to \$25,000 and dedicated to the Hamlet of Osaca, and that Council preapprove an additional \$50,000 in the 2025 municipal budget to complete floodplain mapping.

CARRIED

Moved by Councillor Holloway Wadhwani
Seconded by Councillor Pearson

That the \$105,000 for the design of the Barrett Street pedestrian bridge be removed from the proposed 2024 budget.

CARRIED

Moved by Deputy Mayor Attridge
Seconded by Councillor Collins

That the amount included in the 2024 budget for Fire Station 2 design be reduced to \$267,000, and \$178,000 be preapproved in the 2025 municipal budget.

CARRIED

Moved by Councillor Collins
Seconded by Councillor Holloway Wadhvani

That all budget communications, moving forward, identify only one weighted average for the entire municipality.

CARRIED

Councillor Mink requested a recorded vote with respect to the motion below:

Moved by Councillor Holloway Wadhvani
Seconded by Deputy Mayor Attridge

That a By-law be prepared for presentation to Council to approve the 2024 Municipal budget as amended by the Finance Committee.

For (6): Councillor Andrews, Deputy Mayor Attridge, Councillor Collins, Councillor Holloway Wadhvani, Councillor Mink, and Councillor Pearson

CARRIED (6 to 0)

3.1.4 Staff Report FS-24-23 - David Baxter, Director, Finance regarding 2024 Special Services

Moved by Deputy Mayor Attridge
Seconded by Councillor Pearson

That the 2024 Special Services report be received for information.

CARRIED

3.2 New Business

None.

4. Question Period

Council - None.

Media - None.

Public - None.

5. Confirmatory By-law

5.1 71/2023

Moved by Councillor Pearson
Seconded by Deputy Mayor Attridge

NOW THEREFORE BE IT RESOLVED THAT By-law 71/2023 being a By-law to Confirm the Proceedings of the Special Finance Committee Meeting held on November 28, 2023 be read a first, second and third time, passed and that the said By-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation, and engrossed in the By-law Book.

CARRIED

5.2 72/2023

Moved by Councillor Pearson
Seconded by Deputy Mayor Attridge

NOW THEREFORE BE IT RESOLVED THAT By-law 72/2023 being a By-law to Confirm the Proceedings of the Special Finance Committee Meeting held on November 30, 2023 be read a first, second and third time, passed and that the said By-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation, and engrossed in the By-law Book.

CARRIED

6. Adjournment

Finance Committee adjourned at 4:13 p.m. on Thursday, November 30, 2023.

Les Andrews, Chair

Amanda Millar, Acting Deputy Clerk