



Budget Committee Meeting Minutes

**March 17, 2011
9:00 a.m.
City Council Chambers**

ACTION

PRESENT: Mayor D. Canfield
Councillor C. Drinkwalter
Councillor R. Lunny
Councillor R. McMillan
Councillor S. Smith
K. Brown, CAO
P. Derouard, Budget/Auditor General
H. Kasprick, Deputy Clerk

REGRETS: Councillor R. McKay
Councillor L. Roussin

A. Public information Notices as per By-law Number 144-2007 N/A

B. Declaration of Pecuniary Interest & the General Nature Thereof

- 1) On Today's Agenda**
- 2) From a Meeting at which a Member was not in Attendance**
There were none declared.

C. Confirmation of Budget Minutes

**Moved by Councillor McMillan, Seconded by Councillor Drinkwalter
& Carried:-**

That the Minutes of the last meeting of the Budget Committee held March 7, 2011 be confirmed as written and filed:-

D. Budget Committee Deputations:-

None requested.

E. Presentations:-

Kenora Public Library

Maureen Wasacase from the Kenora Library Board presented the budget request for the Library Board for 2011. The financial challenges of the libraries continue to increase. Provisions of relevant technology is labour intensive as the library staff continue to meet the traditional needs of library users, they are also faced with the need to provide assistance and

instruction in many 'technical' aspects of computer usage. More than 35,000 uses were recorded at the library in 2010 and there are often waiting lists of users wanting to have computer access. Staff training needs are increasing due to the new technical advances and social networking demands that are there. Ongoing training is a reality and as technology continues to evolve staff are required to learn the necessary skills to manage it. Library staff members have many years of experience to the benefit of our users, but it does create issues with staffing and scheduling. With just 6 full time and 2 part time employees, the library has more than 160 years of experience at its service, which does not include student employees. The library will be operating with the equivalent of 1.5 staff members less than the full complement for the entire year. Two service points at the Kenora Branch means that it requires 92-100 hours per week to have just one staff member at each desk, as two are required on the main desk that increases the need to between 138-150 hours per week. Keewatin Branch requires 20 hours per week just to have a staff member at the circulation desk. The library must provide the wage increases established for 2011 in the contract with CUPE, along with associated benefit rates 2.75% (2011); 2.75% (2012). An additional 26 staff hours phased in over a three year period (10 years in 2011, 8 hours in 2012 and 8 hours in 2013) will allow for the enhancement of a position that will aid in managing new technologies, staff training, implementing & updating instructional materials for users. To improve access and service to users, the library will be able to increase hours of public service at both branches by opening the Kenora (Main) Branch to the public at 9 a.m. Monday through Thursday, as early as September 2011 as well as opening the Keewatin Branch to the public an additional 5 days per week, an increase to 25 hours each week. The library is seeking an additional \$83,255 in funding for 2011. Council thanked the presenters for their presentation which concluded at 9:27 a.m.

Councillor Lunny left the meeting at 9:27 a.m. following the Library presentation. Councillor Smith took the Chair and continued the meeting.

Kenora Handi Transit

Rick Vincent, Handi Transit Chairman, Dianna Jardine, Operations staff, Jackie McCallister, Board Member were present to address Council with their budget request. There have been changes to Handi Transit that resulted in some significant savings. Tight scheduling suggested and implemented resulted in approximately \$7,000 in savings in direct wages and subsequent savings in benefits and fuel usage. However, the continuing increases in fuel costs it is anticipated that they expect to lose that savings in 2011. The biggest liability is van number one which has had high maintenance and repair costs. The delegation thanked Council for the purchase of the new van. Opening of the Handi Transit endowment fund with the intent to have long term revenue which over time may reduce some of Handi Transit's dependency on the City for funding. The Board's goal is to not request additional funding from the City which means that their request is dropping by inflation and they intend to hold the line with

hard work on part of the Handi Transit Board. Wages and benefits were reduced by good scheduling coming in \$5,945 below budget. Donations were \$4,292 above budget and they already have \$4,250 in the endowment fund as of December 31, 2010. They ended the year with revenue of \$16,919 above expenditures. From that \$7,292 in donations goes into the reserve. \$9,627 was paid towards the debt that we had with the City. There is an outstanding debt (started at \$25,658 and is currently \$14,196) with the City and asking that this be forgiven. This debt was incurred by situations with Handi Transit that were out of control. In the end we would need more money to pay this back. In summation the Handi Transit Board request is same as last year in the amount of \$81,803 which is a reduction considering inflation and fuel costs. Council thanked the delegation for the presentation which concluded at 9:45 a.m.

Kenora and Lake of the Woods Regional Community Foundation

Don Parfitt, Foundation Chairman and Darlene McGillvery, Executive Director and Diane Pichailo presented. Operating budget \$100,000 for 2011. The continuing challenge for the Foundation is how to cover the operating costs. Since 2004 the endowment funds started out strong but due to the economy downturn it is not building as much as they had anticipated. The overall goal of the Foundation is self sufficiency. The presenters provided the draft 2011 operating budget for Council's consideration. Many groups and agencies are now asking and seeking to establish endowment funds for their groups to allow them the opportunity to be self sufficient. The estimated 2011 granting is \$181,000. Since 2004 there has been \$679,000 in grants provided to a variety of over 60 different organizations thanks to the generosity of our donors. KMTS featured the foundation on the back page of the 2011 phone book at no charge and recently gave the foundation a cell phone for the Executive Director's use at no charge. Copperfin Credit Union provides the Foundation with all the office supplies, equipment and space valued at approximately \$25,000 at no cost. Other annual gifts outside of the direct financial contributions include 89.5 Mix FM radio advertising estimated at \$25,000. The Foundation is requesting the City for a contribution of \$25,000 for 2011 operating costs. Council thanked the delegation for the presentation which concluded at 10:15 a.m.

Triple Play

Debbie Novak from Triple Play presented her budget request to Council. Since Debbie has been working with Triple Play she has been working with the Youth Justice Advisory Committee and joined forces with NeeChee Friendship Centre to work with kids that are required to work off community hours. She also works closely with the Minto Resource Centre. Trying to get other community groups involved with Triple Play to work together and get kids to see what is available for activities and keep them active. Triple Play will be running Diamonds & Ice this year which will be a good fundraiser for the group. The group raised over \$4,000 in 2010 in hot dogs and hamburger sales at various events. Council agreed that supporting children and our youth is very important. The Operating budget for 2010 was approximately \$100,000 for Triple Play. Council requested

that Debbie provide the 2010 budget, year-end financials and the projected 2011 budget. This information will be provided to Council for their consideration. Triple Play is asking the City for \$15,000 which is the same amount as last year. Council thanked the delegation for the presentation which concluded at 10:45 a.m.

Next meeting will be Tuesday, March 22nd at 9:00 a.m.

Meeting adjourned at 10:46 a.m.

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