



MINUTES
BUDGET COMMITTEE OF COUNCIL
January 21, 2014
9:00 a.m.
City Council Chambers

Action

Present: Mayor D. Canfield
Councillor C. Drinkwater
Councillor R. Lunny
Councillor R. McKay
Councillor R. McMillan
Councillor L. Roussin
Councillor S. Smith
K. Brown, CAO
L. D'Argis, Corporate Services Manager
C. Caron, Property & Planning Manager
S. McDowall, HR Manager
C. Neil, Recreation Manager
J. McMillin, City Clerk
H. Lajeunesse, Deputy Clerk
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A. Public Information Notices
N/A

B. Declaration of Pecuniary Interest & the General Nature Thereof
Mayor Canfield will ask if any Member of Council has any Declarations of Pecuniary Interest and the General Nature Thereof pertaining to any items as follows:

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

C. Confirmation of Minutes
N/A

Councillor R. Lunny, Chair

2014 Budget Committee Deputations:-

- 1. 9:00 a.m. Lake of the Woods Regional Community Foundation
Don Parfitt and Darlene MacGillivray presented to Council on behalf of the

Community Foundation. Don explained the highlights of 2013 first by indicating that they finished 2013 successfully with \$3.56 million in endowment funds. Last year \$226,000 in grants were distributed to over fifty charities in the Kenora and Lake of the Woods region, and to date \$1.2 million grants have been distributed since incorporation in 2004. They received \$284,000 in new endowments for 2013, benefitting all aspects of the region's charities. They achieved 18.42% annual rate of return and since inception, May 2006, have achieved 6.05% rate of return. Significant marketing initiatives have taken place including a promotional video produced by the Winnipeg Foundation, radio scripts, donor postcards, etc. They are also working with the Winnipeg Foundation to put a new accounting system in place which is expected to further enhance tracking. The organization has one full time employee and over 100 dedicated volunteers.

Don indicated that community groups are dependent on the funds that the Community Foundation distributes. One challenge they are facing is the cost of operations. They are permitted to use 1% of the endowment fund for operating costs as per their agreements and currently the operating budget is \$115,000, therefore additional funds are needed to make up the difference. There has been a slow recovery from 2008 events (mill closure) and recently they have had to discontinue the Dragon Boat Races as there are no volunteers, as well the Festival of Trees is not making the money it has in the past. The Community Foundation is asking Council for \$15,000 which is the same as requested for 2013, and further, asks Council give serious consideration to transferring \$2 million from the Citizens' Prosperity Fund to one of their endowment funds. Assurance was given that these funds are managed by professional, low risk, money managers and in addition, there is a finance committee that oversees the funds. Don indicated there are high returns on investment and this could be beneficial for the community as they can take a full return on it. He added that they would be happy to meet with Council to discuss further.

Council thanked Don and Darlene for their presentation, indicating the proposal will be discussed by Council and the City finance department. Copies of the presentation information were left with Council.

2. 9:15 a.m. Triple P.L.A.Y.

Debbie Novak, Triple P.L.A.Y Coordinator presented to Council on behalf of Triple P.L.A.Y. An application form for the program, program pamphlet and financials were distributed to Council. Debbie indicated that as per the application form, all applicants are screened to ensure eligibility. Revenues and expenses remain the same for the organization but funding has been improved for administration this year so they are asking for less money for 2014. Triple P.L.A.Y is asking Council for \$10,000, a decrease from last years' request by \$2000. They have decreased their request by \$5000 over the past three years and are seeking to become self-sufficient. Council commended Debbie and the board for reducing their request once again this year and thanked her for their presentation.

3. 9:18 a.m. Kenora Handi Transit

Jackie McAllister, Chair of the Board for Kenora Handi Transit presented to Council and started off by thanking Council for their new van. Jackie indicated they are on budget for spending and donations, adding that the Community Foundation has supported them as well other donors have increased. Jackie commended the staff, volunteers and volunteer organization for their support. She indicated this is the fourth year in a row there is no increase to what they are asking for, which is \$81,800, and \$3 less than last year. Council thanked Jackie for her presentation and copies of the information were left with Council.

4. 9:20 a.m. LOW Museum

Museum Director Lori Nelson presented to Council on behalf of the LOW Museum. Board members Jan Lindstrom and Rita Boutette were also present. Lori shared that 2014 marks the 50th anniversary of the museum, and in past they have provided a lengthy report to Council but this year will only be highlighting their priorities. One priority is outward focused which is programming and the other is inward focused which is planning, to put things in place to assist in looking out to the community to see where and how the museum might contribute. The goal is for the museum to become more a part of the community and for the community to become more a part of the museum.

In 2013 there was a focus on programming that encouraged community participation with events such as We Are What We Eat, Little Black Dress Affair, Shhh! Water's Talking, Rat Portage Round-Up, as well as Halloween and murder mystery events. All events and related programs were successful and have built and fostered community relationships.

Strategic planning took place in 2013 being that the museum was in their fifth year of their previous five year plan. Time was spent during October 2013 creating the next three year plan, which has reinforced their direction. Seven strategic objectives were derived including; proactive planning, communicating value, gathering resources, planning for technology, encouraging interest, fostering relationships and fresh thinking.

Being that it is the 50th anniversary of the museum there will be an impact on the budget for 2014 as many celebrations are planned. Most of the events are cost recovery and it is hopeful that some events will generate revenue. Their 2014 total budget is \$459,869 which is an increase to the 2013 budget of \$383,710. The total request from the City is \$242,483 which is strictly for salaries and benefits for staff including increases, for a total increase of \$3,659 from last year. Lori noted that the percentage of budget asked from Council is reduced as in previous years, adding that revenues will be used to finance museum projects. Lori thanked Council for their support over their term which will come to an end in 2014. Council and those present were invited to participate in the 50th anniversary celebrations and promotional material was distributed. Council thanked the museum for their presentation and copies of the information was left with Council.

5. 9:38 a.m. Kenora Public Library

Library CEO Cathy Peacock and library board member Rita Boutette were present to address Council on behalf of the Kenora Public Library. Cathy reinforced that the library is an extremely busy community hub and remains as an essential service, adding that reading is a survival skill which aids in creating a level playing field for all members of the community. Users are there to read, use computers, learn about new technology, and get the help they need to access necessary resources for research or continuing education. The statistics for 2013 were reviewed which showed an overall increase in usage of library services.

The library is asking for an increase in 2014 only to cover increases for employee salaries and benefits. Upgrades to systems are required and there will be increased operating costs but an increase has been made to reserves in case it is required to assist with these costs. The total increase in the amount asked from Council is just under \$19,000. Cathy thanked Council for their continued support. Council thanked the Cathy for the presentation and commended the library board for keeping the budget down with increases in participation and program costs. A copy of the information was left with Council.

6. 9:50 a.m. Lake of the Woods Development Commission

Commission Member Teresa Gallik presented to Council on behalf of the Lake of the Woods Development Commission. Charlotte Caron, Property and Planning Manager and Heather Gropp, TDO were also present. Teresa indicated that Council has given great insight and support to the Commission this past year and the 2013 accomplishments were highlighted, including a surplus of \$50,000. Tourism & Special Events budget request is the same as last year and Economic Development has yet to be determined, although it was indicated that it will not exceed last year's request.

The Commission has requested their surplus go towards this year's budget. Karen confirmed the surplus cannot go into their budget until the City has received the annual audited financial statements, adding the Commission can then ask Council for a budget amendment following the audit. Karen asked that their budget request be confirmed as no greater than last year and suggested removing the surplus until after the audited financial statements are completed.

It was mentioned that staff and facilities now fall under the City so the Commission's budget request looks different this year as it only represents their projects, which are all variable costs. It was confirmed these are the annual operating costs to move projects forward and no longer includes the fixed costs of staff and facilities.

Council questioned whether or not the Commission has economic development statistics available to compare to previous years for job creation, population increase (including age of the increase), etc. in order to review economic development for the City as a whole and to compare with other municipalities.

It was mentioned that all revenue and expenses will be summarized to review economic development and that the strategic plan looks at diversifying the economy and more research for economic development is required. It was confirmed by Charlotte that there are statistics available.

Council thanked the Commission for their presentation and a copy of the information was left with Council.

The meeting adjourned at 10:04 a.m.