

Committee of the Whole Meeting Agenda

SCOW-04/2019 - Special Committee of the Whole - 5:30 p.m.

Monday, September 9, 2019

Town of Pelham Municipal Office - Council Chambers

20 Pelham Town Square, Fonthill

If you require any accommodations for a disability in order to attend and participate in meetings or events, please contact the Office of the Clerk at 905-892-2607 ext. 315 or 320.

	Pages
1. Call to Order and Declaration of Quorum	
2. Adoption of Agenda	
3. Disclosure of Pecuniary Interest and General Nature Thereof	
4. 2020 Budget Presentation - Treasurer T. Quinlin	2 - 11
5. Presentations and Public Input Regarding 2020 Budget	
5.1 Pelham Public Library 2020 Budget Presentation	12 - 22
6. Committee Input on 2020 Budget	
7. Adjournment	



Vibrant • Creative • Caring

Budget Open House

September 9, 2019



20 Pelham Town Square P.O Box 400 · Fonthill, ON L0S 1E0 p: 905.892.2607 f: 905.892.5055

2020 Budget Schedule

DATE	PURPOSE
Monday, September 9, 2019 @ 5:30pm Pelham Council Chambers	Public Meeting To receive input into Town's 2020 Budget
Monday, September 16, 2019	Draft Capital Budget Available for Council Review
Monday, September 30, 2019 @ 5:30pm Pelham Council Chambers	Capital Budget Special Meeting Presentation at General Committee
Monday, October 7, 2019 @ 5:30pm Pelham Council Chambers	Budget Impact Presentation To Inform Council of items affecting the 2020 Budgets
Tuesday, October 15, 2019	Draft Operating and Water & Wastewater Budgets Available for Council Review
Monday, October 28, 2019 @ 5:30pm Pelham Council Chambers	Operating and Water & Wastewater Budgets Special Meeting Presentation at General Committee
Monday, November 4, 2019 @ 5:30pm Pelham Council Chambers	Capital Budget Consideration for Approval at Council
Monday, December 2, 2019 @ 5:30 pm Pelham Council Chambers	Operating and Water & Wastewater Budgets Consideration for Approval at Council



Town of Pelham Budgets

- The Town's budget is a financial plan that outlines the money the Town will raise and spend within one year.
- It aligns the Town's strategic priorities with the services that are delivered daily to the residents.
- It directs what infrastructure will be purchased, constructed and repaired.



Operating Budget

- **Operating levy budget**- pays for the daily business of the Town including the Library. This includes all programs and services, including staff to deliver these services, supplies and repayment of debt for major projects.
- This amount is paid by your property taxes.



Operating Budget

- **Operating rate budget-** pays for based services such as water and waste water treatment. Costs for these services are charged to residents based on usage only not by property taxes.



Capital Budget

- The **capital budget** is used for long term investments like infrastructure and facilities, which are paid off over time. Road repairs and machinery are examples of capital projects.
- Development Charges also contribute to the funding of our growth related capital projects.





WHERE DO MY PROPERTY TAXES GO?



Average
Home Value

\$348,359

ASSESSMENT VALUE

=

\$4,469*

ANNUAL PROPERTY TAX



Town \$ 1,779



Region \$ 2,129



Education \$ 561

*The annual property tax calculation and breakdown is based on the estimated amount of property tax for 2019 for an average residential property. The property tax calculation for 2020 is based on updated tax rates and will differ from this calculation.



Corporate Services



WHERE DO MY PROPERTY TAXES GO?

Set by the Province.
Collected by the
Town and remitted to
your local school
Board.



Education

12%

Set by the Town to
provide services.

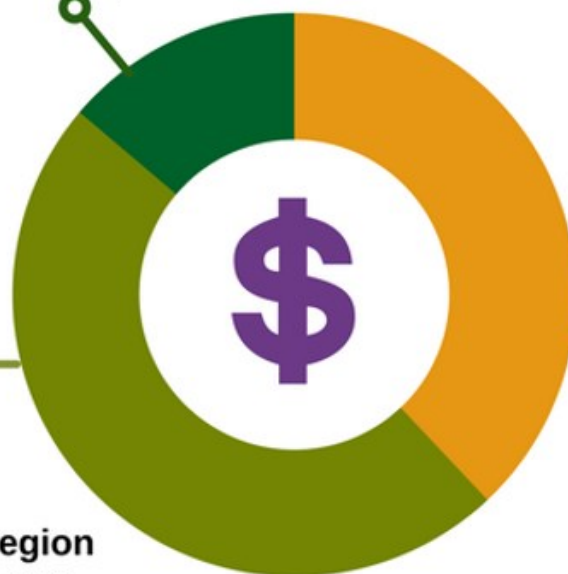
Town
40%



Set by the Niagara
Region. Collected
by the Town and
Remitted to the
Region



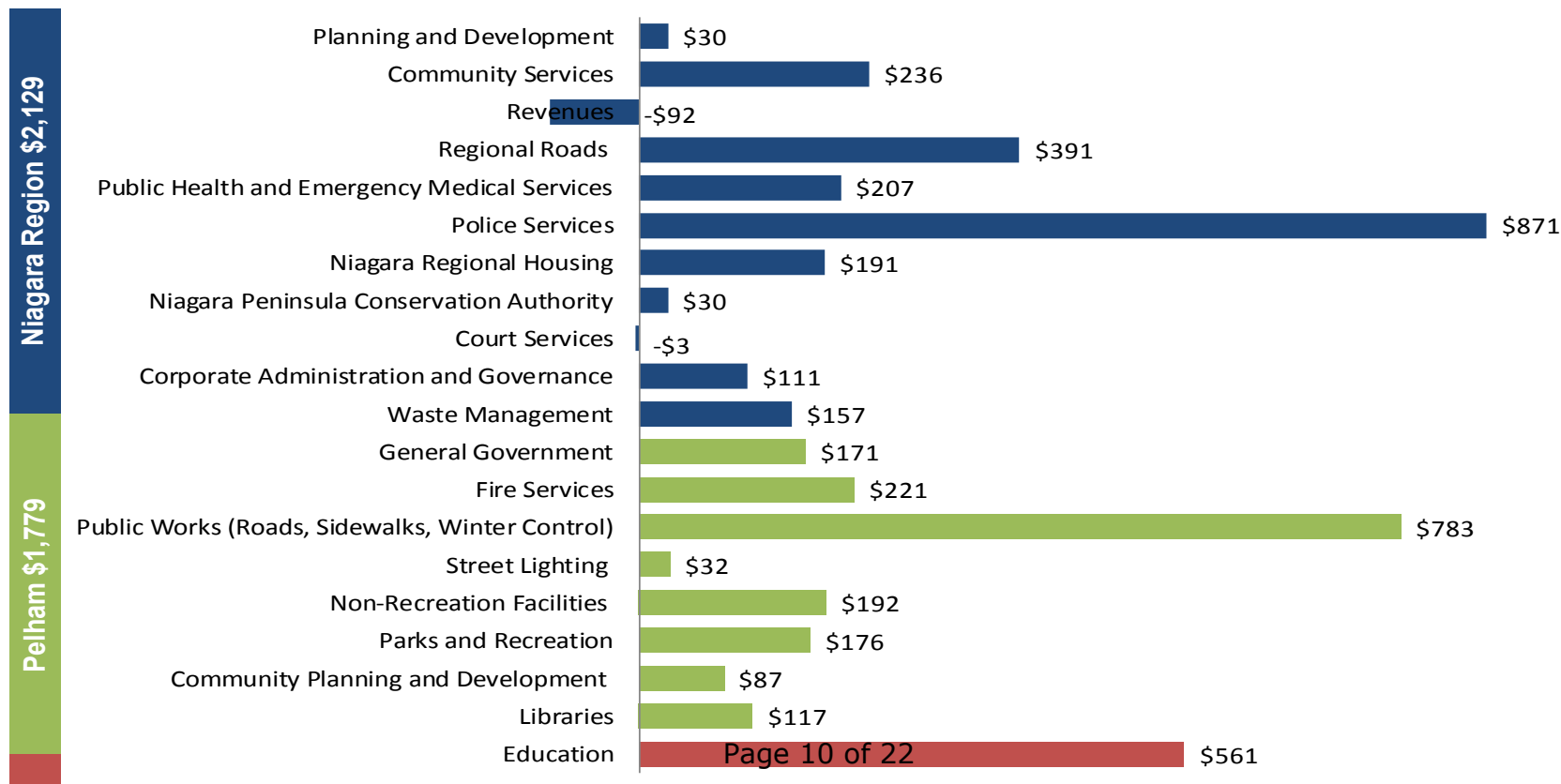
Region
48%



Corporate Services

WHERE DO MY PROPERTY TAXES GO?

2019 Property Tax Breakdown by Service



Budget Open House

- The importance of the Budget Open House is to hear from the residents and businesses of Pelham their priorities for the Town for the 2020 Budget year.



Municipal Funding Request for 2020 Budget



PELHAM PUBLIC LIBRARY

PELHAM PUBLIC LIBRARY BOARD

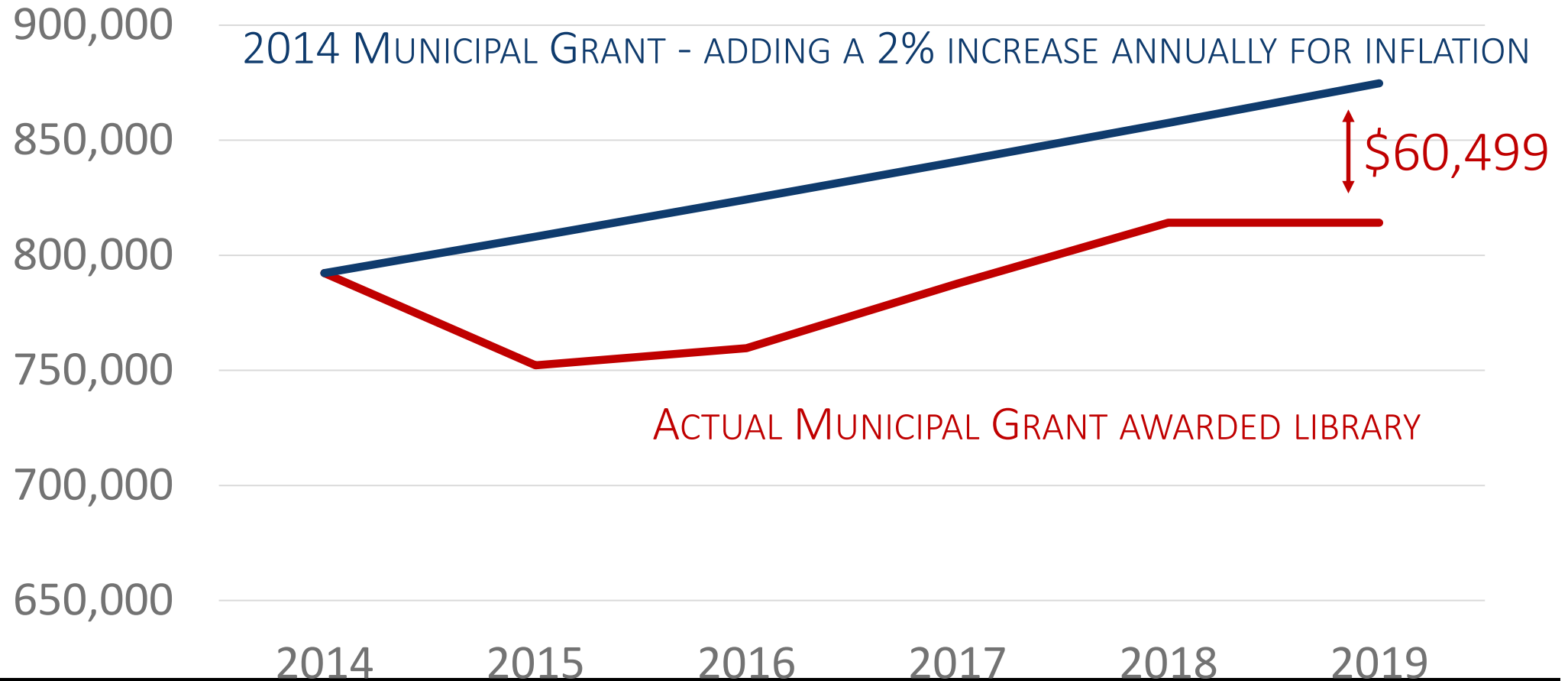
SEPTEMBER 9, 2019

2020 LIBRARY OPERATING BUDGET PRIORITIES

- Restore Saturday hours at the Maple Acre branch
- Replace aging technology using best practices
- Institute sustainable delivery services for LiNC materials
- Expand into e-formats for collection building
- Develop makerspaces at both locations
- Remain vigilant over discretionary budget decisions



MUNICIPAL GRANT INCREASES THROUGH THE YEARS



HOW HAS THIS AFFECTED SALARIES & BENEFITS?

Library salaries & benefits have increased by 0.7% since 2012 or \$4,937

2012 \$727,230 was spent on salaries & benefits

2019 \$732,167 was budgeted for salaries & benefits

2019 would be at \$835,359, if we add 2%* increase annually from 2012

*2% annually should account for increases due to COLA, grid movement, and benefit cost changes, no positions between 2012 and present day have increased in grade level, nor have we added any full-time positions.



HOW HAS THIS AFFECTED LIBRARY SERVICES FOR PELHAM?

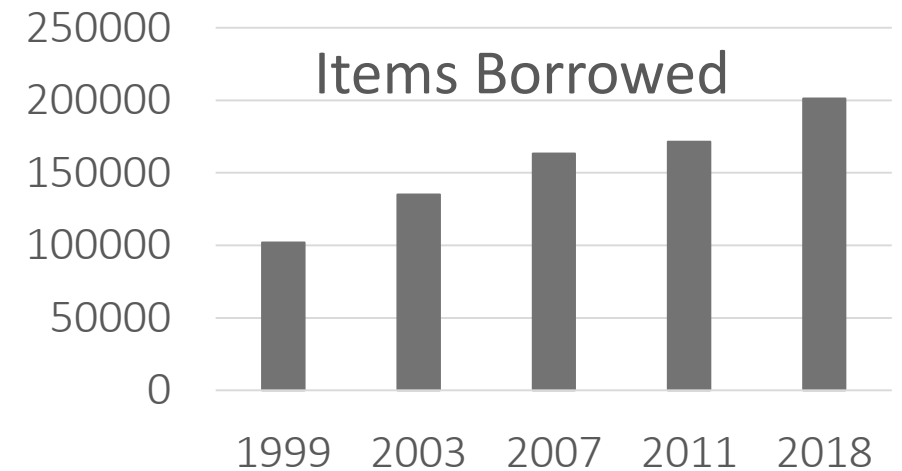
Pelham residents have fewer opportunities to use the library

2012 **91** operating hours/week

2019 **67** operating hours/week

Why does staffing now cost more per hour open?

- Underfunded while still applying COLA* & grid increases
- Part-time, public desk staff hours increased due to demand
- New tasks and services added
- Maple Acre branch increased in size by over 300%



***2010 library staff positions went through job equity and COLA was applied annually to maintain it.**

HOW DID WE MANAGE NO INCREASE IN 2019?

INCREASES

- 100% increase in janitorial service costs
- COLA for non-admin staff & grid movement
- Material and purchasing cost increases
- \$5,000 reduction in DC revenue

+\$44,104

SAVINGS

- Cut 13 operating hours/19 staff hours
- Reduced materials budget
- Reduced technology spending
- Limited spending on staff professional development
- Limited spending on advertising & programming

-\$44,104



2020 REQUEST FOR MUNICIPAL OPERATING GRANT

The operating grant that we are requesting for 2020 is \$877,164

This represents an increase of \$62,946 over 2019, after no increase over 2018

2019 Required:	\$44,104
2020 Required:	<u>\$18,842</u>
	\$62,946

WHAT DO THESE INCREASES REPRESENT?

2018 \$814,218 (municipal grant received)

2019 \$858,322 (municipal grant requested)

+ \$11,178 salaries (COLA non-admin staff, grid movement)

- \$41,883 salaries (reduced by 19 staff hours)

- \$13,399 technology, material purchases, admin costs, professional development

\$814,218 (municipal grant received)

2020 + \$29,447 salaries (**reinstating Saturday hours** at Maple Acre, COLA & grid movement)

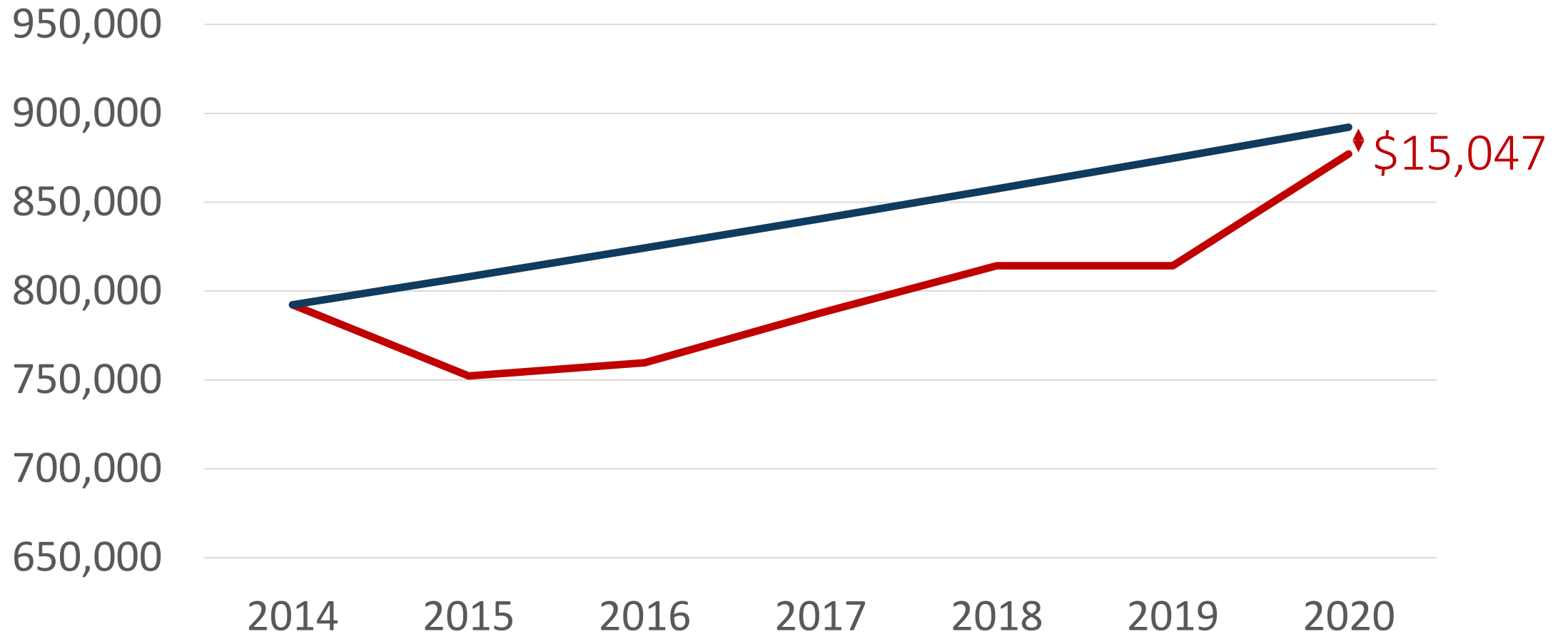
+ \$15,894 other cost increases (15 line items including technology, software support...)

+ \$11,405 increased cost for materials (books, audiobooks, magazines...including e-formats)

+ \$ 6,200 replace interlibrary loan and LiNC delivery services that were cut by the province

2020 **\$877,164** (municipal grant required)

2020 MUNICIPAL GRANT REQUEST BRINGS US CLOSER TO A 2% ANNUAL INCREASE



2020 LIBRARY SERVICES CAPITAL BUDGET REQUEST

Technology Service Development \$7,500 from Library Reserve

Fonthill Branch Renovations

32 year old building
with no previous renovations,
includes AODA elevator

\$60,000 from Library Reserve
\$170,000 from Library Fundraising & Charitable
\$275,231 from Development Charges (Town)
\$505,231

Questions?

