



The Municipal Corporation of the  
Town of Fort Erie

**Council-in-Budget Committee Meeting No. 3 Minutes**

**Wednesday, February 15, 2023**

**Council Chambers**

Meetings are being held in-person and via Video Teleconference as may be permitted. All meetings can be viewed at: Town's Website:

<https://www.forterie.ca/pages/CouncilAgendasandMinutes>

Town's YouTube Channel: [www.youtube.com/townofforterie](http://www.youtube.com/townofforterie)

or click on the YouTube icon on the home page of the Town's website ([www.forterie.ca](http://www.forterie.ca)) or Cogeco "YourTV"

**1. Call to Order**

Mayor Redekop called the meeting to order at 6:03 p.m.

**2. Roll Call**

Present: His Worship Mayor Redekop and Councillors Christensen, Dubanow, Flagg, Lewis, McDermott and Noyes

Staff: A. Herlovitch, J. Janzen, C. McQueen, C. Patton, M. Schmitt, C. Schofield, and K. Walsh

**3. Announcements/Addenda**

None.

**4. Declarations of Pecuniary Interest**

None.

## 5. Boards and Committees

*Chaired by Councillor McDermott.*

*The Chair announced that Report No. CBC-04-2023 would be dealt with immediately following Presentation (a); however, the Minutes reflect the order of the Agenda.*

### (A) Presentations

(a) Craig Shufelt, CAO, Fort Erie Public Library

Gerard McCutcheon, Chair, Fort Erie Public Library Board, provided an introduction. Mr. Shufelt delivered a PowerPoint presentation which is available for viewing on the Town's website.

Mr. Shufelt provided information regarding the following:

- 2022 Highlights
- Annual Circulation 2019-2022
- 2023 Budget Priorities
- 2022 Budget Summary
- 2023 Goals & Objectives
- 2023 Budget Request
- 2022 Supplementary Revenue
- 2023–2025 Budget Summary
- Library Funding Comparison
- Weekly Service Hours
- Account Balances
- 2023–2024 Capital Reserve

(b) Jonathan Janzen, Director, Corporate Services

Mr. Janzen delivered a PowerPoint presentation which is available for viewing on the Town's website.

Mr. Janzen provided information regarding the following:

- Background & 2022 Review
- 2023 Budget: Base & Assessment
- 2023 Budget: Supplementary
- Consolidated Median Household Impact
- Looking Ahead

- Risks
- Opportunities
- Forecasts
- Budget Timelines

In conclusion, Mr. Janzen offered the following key messages:

- Base Budget: Total decrease of (0.82)% which continues existing services and benefits from assessment growth of 1.61%;
- Supplementary Budget: Total increase of 2.02% to address operational, staffing and strategic enhancements;
- Transit services: Transfer to NTC with new Region special levy, removing 3.63% from Town's 2022 Budget;
- Tax Bill changes: An increase to the tax bill of the median household of 1.12% for Town services and 7.0% for all amounts.

## **(B) Reports**

**CBC-04-2023**      2023 Library Operating Budget

Recommendation No. 1:  
Moved by: Councillor Dubanow

**That:** Council receives for information purposes Report No. CBC-04-2023 regarding the 2023 Fort Erie Public Library Board Budget request as set out in Appendix "1" to be incorporated into the consolidated General Levy Operating Budget.

**(Carried)**

## **6. Departmental Operating Budgets**

### **(A) Reports**

**CBC-05-2023**      Analysis of the 2022 Assessment for the 2023 Taxation Year

*The Chair moved this report to follow Report No. CBC-06-2023; however, the Minutes reflect the order of the Agenda.*

Recommendation No. 2:  
Moved by: Mayor Redekop

**That:** Council receives Report No. CBC-05-2023 regarding the analysis of the 2022 assessment for the 2023 taxation year for information purposes. **(Carried)**

**CBC-06-2023** Levy Operating Budget

Recommendation No. 3:  
Moved by: Mayor Redekop

**PART 1**

**That:** Council approves the following Supplementary Base Budget funding for 2023, subject of previous reports/resolutions:

1. \$79,305 for Supervisor, Roads and Stormwater (IS) staffing costs
2. \$20,000 for Asset Management Co-op Student (IS) staffing costs.

**PART 2**

**That:** Council approves the following Supplementary One-Time funding for 2023, subject of previous reports/resolutions:

1. \$45,500 for Electronic Data and Records Management System funded by the General Levy Rate Stabilization (GLRS) Reserve
2. \$150,000 for Black Creek / Douglastown Improved Access Class Environmental Assessment (EA) funded by the GLRS Reserve.

**PART 3**

**That:** Council approves the following Supplementary Base Budget new funding requests for 2023:

1. \$20,000 for Community swim lessons grant
2. \$150,000 for OLT Appeals Legal
3. \$71,780 for Parking/By-law Enforcement Officer (PDS) staffing costs

Recommendation No. 4  
Moved by: Mayor Redekop

**That:** Item 3.3 be amended to provide that the Parking/By-law Enforcement Officer continue as a temporary position, funded by the General Levy Rate Stabilization (GLRS) Reserve, and that it be reviewed by the CAO during the course of 2023 for further consideration in 2024. **(Carried)**

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4. \$80,000 for Environmental Planner (PDS) staffing costs, net of fees
5. \$54,450 for Parks Beautification crew (IS) staffing costs
6. \$76,000 for Fire Training Officer (FES) staffing costs
7. \$73,355 for Communications Coordinator (CAO) staffing costs.

**PART 4**

**That:** Council approves the following Supplementary One-Time new funding requests for 2023:

1. \$75,000 for Heritage Consultant funded by the GLRS Reserve
2. \$100,000 for Urban Design Consultant funded by the GLRS Reserve
3. \$250,000 for Secondary Plans Consultant funded by \$225,000 from the DC Reserve and \$25,000 from the GLRS Reserve
4. \$50,000 for Industrial Land Development and Servicing Study funded by the Industrial Land Development Reserve
5. \$150,000 for New Official Plan funded by \$67,500 from the DC Reserve and \$82,500 from the GLRS Reserve
6. \$100,000 for Ontario Land Tribunal (OLT) Appeals Consultant funded by the GLRS Reserve
7. \$91,320 for Business Systems Analyst (COS) staffing costs funded by the GLRS Reserve.

**PART 5**

**That:** Council approves the following grants for 2023:

1. \$24,750 for Fort Erie Lions Senior Citizens complex
2. \$35,448 for business area watering
3. \$28,853 for Beachcombers Seniors Complex
4. \$23,500 for Community events
5. \$1,593,576 for Fort Erie Public Library.

**PART 6**

**That:** Council approves the following 2023 Business Improvement Area (BIA) levies:

1. \$40,700 for Bridgeburg Station BIA Levy
2. \$30,000 for Crystal Beach BIA Levy
3. \$35,000 for Ridgeway BIA Levy.

**PART 7**

**That:** Council amends the 2023 Capital Budget as per Appendix “2” to Report No. CBC-01-2023 to substitute \$262,500 of Water Refurbishing Reserve funding for the Ridgeway Road Watermain Replacement project (RIDW21) and \$41,615 of Water Refurbishing Reserve funding for the Belleview Boulevard Watermain Replacement project (BELV26) with the Ontario Community Infrastructure Fund (OCIF) Formula-Based grant increase of \$304,115, and further

**That:** Council amends the 2023 Capital Budget to include a Six Mile Creek Flooding project [SMCF23] for \$500,000 with debenture funding, and further

**That:** Council amends the 2023 Capital Budget to include a Town Hall Renovation – 2nd Floor project [THRC23] for \$75,000 with funding from the Facilities Maintenance Reserve.

Recommendation No. 5

Moved by: Councillor Noyes

**That:** Council amends the 2023 Preliminary Capital Budget to defer the Fort Erie Tennis Club allocation of \$150,000 for the Pickle Ball Court [FETC23] until 2024. **(Carried)**

**PART 8**

**That:** Council approves the 2023 General Levy of \$31,410,940 comprised of a base budget of \$30,786,050 and a supplementary budget of \$624,890 and approves the 2023 General Capital Budget of \$16,030,689 and directs staff to submit the related By-laws

**PART 9**

**That:** Council excludes capital asset amortization of \$7.3 million from the 2023 General Levy Operating Budget.

**Following approval of the amendments, Recommendation No. 3 was voted on, as amended, as follows:**

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**That:** Council approves the following Supplementary Base Budget funding for 2023, subject of previous reports/resolutions:

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**That:** Council amends the 2023 Capital Budget to include a Six Mile Creek Flooding project [SMCF23] for \$500,000 with debenture funding, and further

**That:** Council amends the 2023 Capital Budget to include a Town Hall Renovation – 2nd Floor project [THRC23] for \$75,000 with funding from the Facilities Maintenance Reserve, and further

**That:** Council amends the 2023 Preliminary Capital Budget to defer the Fort Erie Tennis Club allocation of \$150,000 for the Pickle Ball Court [FETC23] until 2024.



**PART 8**

**That:** Council approves the 2023 General Levy of \$31,339,160 comprised of a base budget of \$30,786,050 and a supplementary budget of \$553,110 and approves the 2023 General Capital Budget of \$16,030,689 and directs staff to submit the related By-laws

**PART 9**

**That:** Council excludes capital asset amortization of \$7.3 million from the 2023 General Levy Operating Budget. **(Carried)**

**7. Date of Next Meeting**

(a) Not required.

**8. Adjournment**

Recommendation No. 6:  
Moved by: Councillor Dubanow

**That:** Council-in-Budget adjourns at 8:53 p.m. **(Carried)**

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Mayor

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Clerk