



Budget Committee

Agenda

Date: November 18, 2024
Time: 9:30 am
Location: Hybrid meeting- virtual and Council Chambers, City Hall
Contact: Deputy Clerk, lisa.palermo@burlington.ca, 905-335-7600, x7492

Note: This meeting will reconvene at 9:30 a.m. on Nov. 21, 2024, if required, to complete the 2025 budget review. Budget resolutions from this meeting will be referred to a Special Council meeting on Nov. 25 , 2024.

Pages

1. Call to Order

Chair: Councillor Paul Sharman
Vice Chair: Councillor Kelvin Galbraith

2. Land Acknowledgement

Burlington as we know it today is rich in history and modern traditions of many First Nations and the Métis. From the Anishinaabeg to the Haudenosaunee, and the Métis – our lands spanning from Lake Ontario to the Niagara Escarpment are steeped in Indigenous history.

The territory is mutually covered by the Dish with One Spoon Wampum Belt Covenant, an agreement between the Iroquois Confederacy, the Ojibway and other allied Nations to peaceably share and care for the resources around the Great Lakes.

We acknowledge that the land on which we gather is part of the Treaty Lands and Territory of the Mississaugas of the Credit.

3. Approval of the Agenda

4. Declarations of Interest

5. Delegations

Requests to delegate to this hybrid meeting can be made by completing the online delegation registration form at www.burlington.ca/delegate, by noon the business day before the meeting is to be held.

6. Consent Items

Reports of a routine nature, which are not expected to require discussion and/or debate. Staff may not be in attendance to respond to queries on items contained in the Consent Agenda.

7. Presentations

8. Regular Items

8.1 2025 Budget review and approval

Endorse the 2025 Operating Budget including any approved budget amendments to be applied against the proposed net tax levy amount of \$264,328,845; and

Endorse that any surplus or deficit resulting from a difference between the actual results and the estimated 0.75% City portion of the net assessment growth be transferred to / from the Tax Rate Stabilization Reserve Fund; and

Endorse the 2025 Capital Budget for the City of Burlington, with a gross amount of \$103,525,163 with a debenture requirement of \$8,950,000, and the 2026-2034 capital forecast with a gross amount of \$994,403,942 with a debenture requirement of \$30,179,850 as outlined in the 2025 Budget Overview (F-36-24) and as amended by Council; and

Administer the debenture in the amount of \$8,950,000 in 2025 as tax supported debt; and

Declare that, in accordance with s. 5(1)5 of the Development Charges Act, 1997 and s. 5 of Ontario Regulation 82/98, it is Council's clear intention that the excess capacity provided by the above-referenced works will be paid for by future development charges.

9. Confidential Items and Closed Meeting

Confidential reports may require a closed meeting in accordance with the Municipal Act, 2001. Meeting attendees may be required to leave during the discussion.

10. Rise and Report

11. Information Items

12. Staff Remarks

13. Committee Remarks

14. Adjournment



SUBJECT: 2025 Budget review and approval

TO: Budget Committee

FROM: Finance Department

Report Number: F-38-24

Wards Affected: All

Date to Committee: November 18, 2024

Date to Council: November 25, 2024

Recommendation:

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Declare that, in accordance with s. 5(1)5 of the Development Charges Act, 1997 and s. 5 of Ontario Regulation 82/98, it is Council's clear intention that the excess capacity provided by the above-referenced works will be paid for by future development charges.

PURPOSE:

Vision to Focus Alignment:

- Designing and delivering complete communities
 - Providing the best services and experiences
 - Protecting and improving the natural environment and taking action on climate change
 - Driving organizational performance
-

Executive Summary:

In June 2024, Council received the 2025 Financial Forecast Report (F-25-24). This report provided Council with an overview of the known and estimated financial pressures impacting the City. In July 2024, the Mayor issued a Mayoral decision 2024-16 (COW-19-24) to direct the Chief Financial Officer to prepare the 2025 Budget.

On November 4, 2024, the Committee of the Whole received finance department report F-36-24 providing the 2025 budget overview. This report also included the multi-year simulation. Committee members received the 2025 Proposed Budget book which will be required for consideration at the meeting on November 18, 2024.

The 2025 proposed budget results in a recommended budget increase of 7.5% or a 3.79% property tax increase for Burlington's portion of the overall tax bill. When combined with the estimated increase for the Region of Halton based on their budget directions from earlier this summer and the Boards of Education, the overall property tax increase is 4.97% equivalent to \$45.66 per \$100,000 of residential current value assessment (CVA).

Subsequent to the publishing of the 2025 proposed budget materials, Halton Region provided notice to their Council that the Police portion of their budget was increasing beyond their earlier forecast. As a result, Halton Region is now estimating their 2025 budget change at 6%. When this revised value is used for Halton Region, the resulting overall tax increase is 5.76%, equivalent to \$52.88 per \$100,000 of residential current value assessment (CVA). The Region is set to officially release their proposed budget on November 22, 2024.

The 2025 proposed budget stabilizes and enhances service levels while ensuring our assets are maintained in a state of good repair. All of this will ensure residents continue to receive the programs and services that provide for the high quality of life in Burlington.

The budget is aligned with the 4 principles outlined in the Mayoral decision (2024-16 (COW-19-24):

1. **Affordability** – Balance providing for today while preparing for our future.
2. **Livability** - Making sure the quality of life for the residents of Burlington is upheld and the services you depend on are enhanced, especially as we continue to grow by over forty per cent in the next 25 years.
3. **Sustainability** – Our budget must provide for present needs while preparing for our future.
4. **Transparency** – A simpler, easier to track and understand presentation of the budget, to foster better community engagement.

Appendix A provides a summary of Council Proposed Budget Amendments.

If more time is required for review of the 2025 budget, the Budget Committee meeting will continue on November 21, 2024. Council review the 2025 budget, inclusive of any recommended amendments from Budget Committee, will take place at the November 25, 2024, Special City Council meeting.

Financial Matters:

Budget Financial Summary

The proposed 2025 Budget results in a recommended budget increase of 7.5%.

The net tax levy consists of a proposed base amount of \$262,075,169 plus recommended key investments of \$2,253,676 for a total proposed net tax levy of \$264,328,845.

The 2025 Budget focuses on planning ahead and protecting our city's future by making key community investments that improve service to residents.

2025 Overall Tax Impact

The overall tax increase for 2025 is proposed at 5.76%. This is the impact to the property tax bill, a result of the City of Burlington, Halton Region (reflecting their revised estimated increased), and Boards of Education and is equivalent to \$52.88 per \$100,000 of residential current value assessment (CVA). Burlington's portion of the overall increase is 3.79%.

Climate Implications:

The impacts of a changing climate can have a significant impact on the City's budget. For example, increasing extreme weather events such as wind, freezing rain, extreme heat and cold can result in operational expenditures due to clean-up costs, more frequent emergency response and recovery efforts, and unbudgeted impacts to infrastructure requiring repairs and/or replacement.

Similarly, efforts to mitigate climate change can have a budgetary impact. Investments in renewable energy, electric vehicle charging infrastructure and public transit help to reduce greenhouse gas emissions.

There are many foundational initiatives in the city's Vision to Focus (V2F) that will require significant funding to achieve the city's climate goals.

Engagement Matters:

The City is continuously looking for ways to improve and increase transparency with the public. Staff will continue to use the city's website and engagement platform as a communication medium through videos, webcast and online surveys.

The "Budget Basics" video continues to be available on the website which explains how the city develops its budgets.

A budget survey was available on the city's Get Involved Burlington website from August 22 to October 9, 2024. A total of 141 surveys were completed.

In addition, on September 14, 2024, the city hosted its annual Food for Feedback event. The budget was one of the key topics for which staff were seeking public feedback. The event was very successful with approximately 2,000 people attending.

Mayor Meed Ward hosted 6 pre-consultation meetings with a total of 135 members of the public participating. A presentation, workbook and draft budget summary document were created to facilitate this discussion.

A revised version of Burlington Open Budget, on the city's website, is available to the public to allow residents to view the city's 2025 budget data in an intuitive and illustrative form.

A telephone budget townhall was held on November 7, 2024 from 7:00 – 8:30 pm with over 2,000 residents participating.

A budget overview was provided to the Committee of the Whole on November 4, 2024. The minutes and video from this meeting are available to the public at [Burlington.ca/calendar](https://www.burlington.ca/calendar).

Conclusion:

The 2025 Budget focuses on planning ahead and protecting our city’s future by making key community investments that improve service to residents.

Decisions considered as part of 2025 budget deliberations need to be made in the context of the multi-year budget framework to avoid deferring a known financial impact to a future year. This includes consideration of the operational and financial implications related to deferrals, use of one-time revenues, and service level revisions that may be associated with achieving the desired 2025 tax levy.

Burlington is growing and changing, and strategic community investments are required now to meet the future needs of this growing community.

Respectfully submitted,

Craig Millar

Chief Financial Officer

Craig.Millar@burlington.ca

Appendices:

- A. Summary of Council Proposed Budget Amendments

Report Approval:

All reports are reviewed and/or approved by Department Director, the Chief Financial Officer and the Commissioner Legal and Legislative Services/City Solicitor.

**CITY OF BURLINGTON
2025 SUMMARY OF PROPOSED BUDGET AMENDMENTS**

The following list of budget motions have been submitted by Members of Council as part of the 2025 Budget review. This consolidated listing will be distributed at the Budget Committee meeting to form the agenda for discussion. This listing will also be used to ensure that the appropriate staff and information are available during the review for the areas highlighted.

#	Reference Page Number	Reference Number	Department	Discussion Item	Proposed Amendment	Councillor	Gross Cost	One-Time Funding / Revenues	Tax Impact
1	48	2025-043	Corporate Affairs	Web and Digital Marketing	Remove web & design marketing advisor	AB	\$ (148,301)	\$ -	\$ (148,301)
					Re-allocate existing resources from other parts of City operations to enable more efficient, technology enhanced communications and to support the Web & Digital Marketing Advisor role.	LK	\$ (148,301)		\$ (148,301)
2	57	2025-045	Corporate Affairs	Strategic Initiatives	Remove funding and re-evaluate in a future budget	AB	\$ (214,974)	\$ -	\$ (214,974)
					Use one time funding for a one year contract position to determine if position is required and justified for the long term	KG		\$ (214,974)	\$ (214,974)
3	60	2025-012	By-Law Compliance	By-Law Compliance Department Phase 3	Remove funding and review previous year to year KPI's within the full compliment Bylaw Compliance department.	AB	\$ (702,817)	\$ -	\$ (702,817)
					Reduce the staffing from 5 to 3 for the phase 3 implementation of the program. Move the currently staffed positions to full time - 1 manager and 1 animal control and 1 additional bylaw officer.	KG	\$ (243,200)		\$ (243,200)
4	63	2025-016	Roads, Parks and Forestry	Parks Portable Washrooms	Adjust the rented facilities within the Spencer Smith Park portion of this investment to 2 basic portable units in a more centralized location within the park and redirect any resulting rental savings to deliver increased operations hours at Discovery Landing (eg: 7am and holidays).	LK	\$ -		\$ -
5	584	VE-VN-2190	By-Law Compliance	Animal Services - New Vehicles	Remove Two Additional Vehicles for the requested two new Animal Services Officers and operating costs (2025-012)	AB	\$ (87,000)	\$ 87,000	\$ -
6	585	VE-VN-2202	By-Law Compliance	Municipal By-law Enforcement and Licensing - New Vehicles	Remove two additional new vehicles and operating cost regarding Municipal Bylaw Enforcement officers (2025-012)	AB	\$ (100,000)	\$ 100,000	\$ -
7	70	2025-023	Roads, Parks and Forestry	Forestry enhancements	Remove funding from 2025 budget	AB	\$ (100,000)	\$ -	\$ (100,000)

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8	73	2025-026	Fire	Stormwater Infrastructure and Storm Response Enhancements	Remove \$196,726 from ongoing Salaries Wages and Benefits and utilize the balance of funding to fulfill needs for 2025, and re-evaluate in future budget.	AB	\$ (196,726)		\$ (196,726)
9	81	2025-037	Burlington Library	Provision to Library	Remove from 2025 budget	AB	\$ (209,000)		\$ (209,000)
10	85	2025-031	Finance	Grant Administration & Accounting Support	Remove funding request for 2025. Report reads: number of grant applications are applied for annually, and considered routine (Fed & Prov Gas Tax, Housing Accelerator Fund).	AB	\$ (123,975)	\$ -	\$ (123,975)
					Adjust to PT until ROI proven to be 1:1 of FTE	LK	\$ (61,987)		\$ (61,987)
11	141		Recreation, Community and Culture	Love My Hood Program	Reduce the Love My Hood funding to \$250 from \$500 per event up to forecasted 150 events for 2025	LK	\$ (30,000)		\$ (30,000)
12	176		Roads, Parks and Forestry	Loose Leaf Collection Program	Eliminate the Loose Leaf Collection Program	SS	\$ (250,000)	\$ -	\$ (250,000)
13	176		Roads, Parks and Forestry	Burloak Regional Waterfront Park Maintenance	Re ES-03-24, May 2924: Burloak Regional Waterfront Park 2024 update, increase park maintenance and horticultural service vs. current part time service and minor contracted weed control. Park usage is increasing with events and heavy patronage from around the Region. We are experiencing continuing complaints.	PS	\$ 100,000	\$ -	\$ 100,000
14	216		Corporate Affairs	Consulting Costs	Reduce the professional consulting budget within Corporate Affairs by \$100,000	LK	\$ (100,000)		\$ (100,000)
15	392	PO-PR-1826	Engineering Services	Wellington Park	Add a paved multi-use pathway in 2025 from Hager to the park with funding from the Active Transportation reserve fund.	LK	\$ 50,000	\$ (50,000)	\$ -
16	416	PO-PR-2184	Engineering Services	Parking Lot Driveway Relocation	Fund this project with the Active Transportation Reserve fund rather than using Infrastructure renewal and Park Dedication funding	LK	\$ -	\$ -	\$ -
17	432	RD-PK-1795	Transportation Services	Electric Vehicle Charging Stations - Downtown	Defer this project pending outcome of Downtown Parking Plan scheduled for Completion in Q4 of 2025	LK	\$ (100,000)	\$ 100,000	\$ -

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18	442	RD-RA-1749	Engineering Services	Plains Road Renewal	Defer Plains Road reconstruction from Shadeland to Waterdown Road to 2026. Staff have already initiated this delay but I may suggest that we use some of the funding to re-instate the shave and pave program that has been delayed to accommodate the Storm water fund. This will also allow for the major construction of Waterdown road to be completed without conflicting with another major Plains road project.	KG	\$ -		\$ -
19	467	RD-RL-1452	Engineering Services	Local Roads Resurfacing Program	Draw \$2M from the Infrastructure Renewal Reserve Fund to accommodate the addition of the \$2M Local Road Resurfacing Program into the 2025 budget. Doing so allows us to fund local road resurfacing and storm water work.	RN	\$ 2,000,000	\$ (2,000,000)	\$ -
20	261		Corporate Expenditures	Innovation and Transformation Reserve Fund	Remove \$200k of the annual provision to the Innovation and Transformation Reserve Fund and increase the annual provision to the Infrastructure Renewal Reserve Fund by \$200k to replenish the fund after \$2M draw-down to fund storm water work and local road resurfacing.	RN	\$ -		\$ -
21				Council Special Initiatives Reserve Fund	Provide a one-time transfer of \$65,000 from the current balance in the Council Special Initiatives Reserve Fund to the Tax Rate Stabilization Reserve Fund	LK	\$ -		\$ -
22				Mundialization Reserve Fund	Provide a one-time transfer of \$80,000 from the current balance in the Mundialization Reserve Fund to the Severe Weather Reserve Fund	RN	\$ -		\$ -
					Provide a one-time transfer of \$150,000 from the current balance in the Mundialization Reserve Fund to the Tax Rate Stabilization Reserve Fund	LK	\$ -		\$ -