

The Corporation of the City of Kawartha Lakes

Minutes

Budget Committee Meeting

Thursday, September 25, 2025

10:00 A.M.

Council Chambers

City Hall

26 Francis Street, Lindsay, Ontario K9V 5R8

Members:

Deputy Mayor Charlie McDonald

Councillor Tracy Richardson

Councillor Dan Joyce

Councillor Pat Warren

1. **Call to Order**

Chair Deputy Mayor McDonald called the meeting to order at 10:00 a.m. Councillors Tracy Richardson, Dan Joyce, and Pat Warren were in attendance in Council Chambers.

Chief Administrative Officer R. Taylor, City Clerk C. Ritchie, Manager of Municipal Law Enforcement and Licensing A. Sloan, Manager of Corporate Records and Archival Services A. Fornelli, Insurance and Risk Management Officer T. Peterson, Manager of Realty Services L. Carnochan, Municipal Prosecutor K. Page, Executive Assistant to the CAO J. Pyle, Director of Engineering J. Rojas, Manager of Technical Services M. Farquhar, Manager of Development Engineering K. Timms, Manager of Infrastructure C. Purdy, Executive Assistant of Engineering and Corporate Assets L. Peimann, Supervisor of Budget and Financial Planning J. Hood, Finance Coordinator U. Khan, and Executive Assistant to Mayor and Council C. Ellison were also in attendance. City Solicitor R. Carlson and Treasurer C. Daynes attended via zoom.

The Chair reminded everyone that the meeting is being live-streamed to YouTube for the public to watch.

2. **Administrative Business**

2.1 Adoption of Agenda

BC2025-14

Moved By Councillor Richardson

Seconded By Councillor Warren

That the Agenda for the Budget Committee Meeting of September 25, 2025, be adopted as circulated.

Carried

2.2 Declaration of Pecuniary Interest

There were no declarations of pecuniary interest disclosed.

2.3 Adoption of Minutes from Previous Meeting

BC2025-15

Moved By Councillor Warren

Seconded By Councillor Joyce

That the Minutes of the Budget Committee Meeting of Thursday, September 18, 2025, be received and adopted.

Carried

3. Deputations

There were no deputations.

4. New Business

4.1 BC2025-04.4.1

CAO's Office Budget Presentation

Ron Taylor, Chief Administrative Officer

CAO Taylor presented the budget for the CAO Department, comprised of the Office of the City Clerk and Legal Services under the City Solicitor, as well as the budget for the Mayor and Council. There are 55 FTE staff across the department with the proposed budget including 2 new positions for a Manager of Insurance and Risk Management and an administrative position in Municipal Law Enforcement and Licensing. As a whole, the department provides support to the rest of the corporation and advice to Council through the CAO, who acts as liaison between Council and the City. The Office of the City Clerk is responsible for all statutory duties, including holding a municipal election next year. The Corporate Records and Archival Services division manages all municipal records and the Municipal Law Enforcement and Licensing division provides enforcement services for By-Laws and provides licensing programs, such as the Short-Term Rental program. Legal Services is responsible for Provincial Offenses administration, which recovered \$1,580,000 in revenue this year, Insurance and Risk Management, a division of one responsible for all insurance, claims, and risk assessments for the City, and Realty Services, which manages all land dispositions and acquisitions as well as public dock licenses.

Overall, the department is looking at a modest increase, with some savings anticipated through a reduction in rental costs. The total budget request for the CAO Department is \$8,524,000, an increase of \$461,000 over 2025.

CAO Taylor then briefly gave an overview of the Budget for Council and highlighted some of the accomplishments and priorities for the year. There is no substantial increase in the Council budget, which is proposed at \$691,000 an increase of \$3,000 over 2025.

BC2025-16

Moved By Councillor Warren

Seconded By Councillor Joyce

That the CAO's Office Budget Presentation be received.

Carried

4.2 BC2025-04.4.2

Engineering and Corporate Assets Budget Presentation

Juan Rojas, Director of Engineering and Corporate Assets

Director Rojas presented the budget for the Department of Engineering and Corporate Assets. He gave an overview of the individual divisions (Administration and Crossing Guard Program; Corporate Assets; Development Engineering; Infrastructure, Design and Construction; Technical Services; and the Municipal Airport). He noted the Airport is managed by a third party, whose contract is ending. They are looking for a new five-year contract to manage the site, with an option for another five years. While many activities in the department are Capital projects, and staff time and resources can be charged to those projects, there has been an increase in traffic-related requests. Since this activity is purely operational and cannot be charged to any capital projects, there is some budget pressure related to this increase, which should be expected with the growth that the City is seeing.

Collectively the department is responsible for infrastructure development, capital planning and construction (including Roads, Water-wastewater, and Landfills), and major grant applications. With 34 FTE staff, plus crossing guards and students, they are requesting 1 additional position for an Engineering Clerk, to help manage the various projects from a more administrative role. The Director noted various accomplishments and priorities for the year and added that the team managed over \$8,000,000 in resurfacing projects this year.

The total 2026 proposed budget is \$3,073,000, an increase of \$660,000 over 2025, due in part to the additional position, but mostly due to a drop in development fees that have plateaued over the past couple of years.

BC2025-17

Moved By Councillor Richardson

Seconded By Councillor Warren

That the Engineering and Corporate Assets Budget Presentation be received.

Carried

5. Other Business

There was no other business.

6. Adjournment

BC2025-18

Moved By Councillor Joyce

Seconded By Councillor Richardson

That the Meeting adjourn at 11:43 a.m.

Carried