



Budget by Service
Department Name: Mayor and Council
Budget Code: 1000
Staff: n/a

Section: Administration
FTE:

Strategic Position 12.0 Demonstrate Council and Staff leadership by taking primary responsibility for implementing and following the Strategic Plan, while recognizing the roles of community leaders in achieving Plan success.

Actions: 3.1 transparency 12.1 implement strategic plan

Responsibility: Budget for meetings, training, conferences and other expenses for overall governance of the Town services including sewer and water utilities.

Operating Budget Summary						
2016 Budget (Actual \$106,918 to Sept 2016)						\$127,700
Past & Projected (1%)		0.01				
2015	2016	2017	2018	2019		
\$137,810	\$127,700	\$ 128,200	\$ 129,482	\$ 130,777		
Budget Initiatives						
1. Decrease Per diems						-\$4,000
2. Increase Training/Conference Councillor \$1,000, Deputy Mayor & Mayor \$800						\$6,600
3. Decrease phone cost						-\$1,100
4. Small increase charge to water and sewer						-\$1,000
Proposed 2017 Budget						\$128,200

Budget to Actual Issues

The new remuneration policy for the 2014 to 2018 term increased base pay for Council but more clearly identified meetings that would qualify for per diem payment. This has resulted in lower overall costs for Council wages and per diems. Final expenses for Council overall are projected to be \$8,000 under budget for 2016.

Issues for 2017 and Beyond

Cost in this budget is controlled through meeting and conference frequency. Council balances meeting frequency and cost while keeping informed on issues of concern. In 2015 the amount of budget charged to water and sewer increased from 17.4% to 22.7% recognizing increased responsibility in sewer and water with meter implementation and Public Works assuming full control of waste collection facilities.

Council is half way through its term and has functioned as a cohesive and professional group adept at considering feedback and making effective decisions. This Council is better than some as far as

gender equality but must consider succession planning issues in terms of age representation. For Council members not contemplating re-election in 2018 or 2022 it is important to encourage the next generation of community members to come forward for these offices, including those not part of the “baby boom” generation.

Service Measures

In 2016 Council adopted a code of conduct, accountability and transparency, fiscal accountability and complaint policy. This was well ahead of any mandated requirement of the Province. Minto can be proud of its political representation over the years having a number of terms of functional and team based supportive groups. The Town’s approach to issues through its Committee of the Whole structure has reduced costs and maintained a suitable separation of policy and administration through the organizational structure. Mayor and Council are elected every four years. Performance is assessed based on overall political and financial position of the municipality.



2009 Council meetings	50
2010 Council meetings	36
2011 Council meetings	26
2012 Council meetings	24
2013 Council meetings	26 (2 budget, 1 special re: Solar)
2014 Council meetings	26 (1 budget, 1 inaugural 1 special re: Insurance)
2015 Council meetings	26 (2 for 2015 budget, and 1 for 2016 budget)
2016 Council meetings	23 (1 joint 2106 budget, and 1 for 2017 budget)



C.A.O. Clerk and Treasurer Recommendation

That the 2017 budget proposed for Mayor and Council be approved at \$128,200

2017 OPERATING BUDGET					
Account	Description	2015 YTD Actual - Sept 30/15	2016 Budget	2016 YTD Actual - Sept 30/16	2017 Budget
Town of Minto Council					
10000-00-585	Transfers from Water & Sewer	14,500.00	29,000.00	29,000.00	30,000.00
	Total Revenue	<u>14,500.00</u>	<u>29,000.00</u>	<u>29,000.00</u>	<u>30,000.00</u>
1000-00-6010	Council Per Diems	82121.83	114000.00	84260.51	110000.00
1000-00-6020	Benefits - Council CPP & EHT	2891.46	4000.00	2731.81	4000.00
1000-00-6040	Conferences/Meetings	885.13	0.00	0.00	0.00
1000-00-6050	Training	0.00	0.00	0.00	0.00
1000-00-6051	Council Expense-Bridge	279.54	5000.00	1320.19	5800.00
1000-00-6052	Council Expense-Faulkner	2417.12	4800.00	2715.64	5600.00
1000-00-6053	Council Expense-Anderson	2530.42	3500.00	1200.88	4500.00
1000-00-6054	Council Expense-Colwell	3260.84	3500.00	744.52	4500.00
1000-00-6055	Council Expense-Dirksen	2669.63	3500.00	2532.54	4500.00
1000-00-6056	Council Expense-Elliott	5489.23	3500.00	5068.91	4500.00
1000-00-6057	Council Expense-Turton	2043.06	3500.00	2239.05	4500.00
1000-00-6058	Council Expense	0.00	0.00	0.00	0.00
1000-00-6060	Mileage	1327.09	5600.00	1467.18	5600.00
1000-00-6510	Publications & Data Received	0.00	0.00	0.00	0.00
1000-00-6530	Telephone Services-Cell	1408.39	3600.00	1425.98	2500.00
1000-00-6850	Miscellaneous Fund/Social Fun	45.03	2200.00	1211.72	2200.00
	Total Council Expenditure	<u>107368.77</u>	<u>156700.00</u>	<u>106918.93</u>	<u>158200.00</u>
Excess Revenue over/under Expenditure		<u>-92,868.77</u>	<u>-127,700.00</u>	<u>-77,918.93</u>	<u>-128,200.00</u>