



**2018-2022 Windsor City Council Finance Orientation Session**

**Date: Tuesday, February 12, 2019**

**Time: 3:00 o'clock p.m.**

**Members Present:**

**Mayor**

Mayor Dilkens

**Councillors**

Ward 1 - Councillor Francis

Ward 2 - Councillor Costante

Ward 3 - Councillor Bortolin

Ward 4 - Councillor Holt

Ward 5 - Councillor Sleiman

Ward 6 - Councillor Gignac

Ward 7 - Councillor Kusmierczyk

Ward 8 - Councillor Kaschak

Ward 9 - Councillor McKenzie

Ward 10 - Councillor Morrison

**1. Welcoming Remarks from the Chief Administrative Officer**

Councillor Bortolin, as Acting Mayor calls the meeting to order at 3:04 o'clock p.m.

**Onorio Colucci, Chief Administrative Officer**

Onorio Colucci, Chief Administrative Officer (CAO) opens the meeting by welcoming the Councillors to the orientation session pertaining to Municipal Finance. The CAO suggests that this meeting should be a benefit to the new Councillors and while it may not be new for returning members, it will act as a good refresher in preparation for upcoming budget deliberations.

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### 2. Presentations by Finance

#### **Joe Mancina, City Treasurer**

Joe Mancina, City Treasurer appears before Council and introduces the members of the Finance team, and provides information about the department's core objectives and organizational structure. J. Mancina explains that the three main factors that influence the financial health of the City of Windsor are the current fiscal circumstances of the Government of Ontario, the status of the local economy and sound financial management of the Corporation. A high level overview is given pertaining to: mandatory vs discretionary spending; the total tax levy; unprecedented fiscal responsibility; property taxes comparison by category; water and sewer surcharge comparison; overall comparison of residential changes; decreasing debt; employee future benefits liability per capita; reserve balances; debt to reserve ratio; and the City of Windsor bond rating.

#### **Tony Ardovini, Deputy Treasurer - Financial Planning**

Tony Ardovini, Deputy Treasurer - Financial Planning appears before Council to provide information about the financial planning aspect of the department. The purpose of Financial Planning Support is to coordinate and execute the annual operating budget development process for the Corporation and administrate the operating budget development system. T. Ardovini provides a high level overview of the Operating Budget Summary; 2018 Gross Operating budget by major types of expenditures and main revenue sources; taxation by major function; program and service budget highlight variance reporting; performance measurement; and Ward funds.

#### **Melissa Osborne, Senior Manager of Asset Planning**

Melissa Osborne, Senior Manager of Asset Planning appears before Council to provide an overview of Asset Planning.

Councillor Bortolin, as Acting Mayor, leaves the meeting at 4:27 o'clock p.m.

M. Osbourne provides an overview of the corporate energy management plan for the City of Windsor; utility accounts; annual consumption; cost of electricity in Ontario; annual utility savings and revenue generating energy projects; future projects; capital budget and reserves; pre-committed Capital funding; grants; and the Asset Management Plan for the City that is targeted to be brought forward to Council in the second quarter of 2019.

Councillor Bortolin, as Acting Mayor returns to the meeting at 4:31 o'clock p.m.

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### **Janice Guthrie, Deputy Treasurer - Taxation and Special Projects**

Janice Guthrie, Deputy Treasurer - Taxation and Special Projects appears before Council to provide an overview of taxation and financial projects tax rates and tax assessment values; determining the municipal tax levy; tax policies; the process for the calculation of property taxes, with Windsor setting the tax rate coupled with the assessment value as determined by MPAC; other billings; billing cycles; payment options; late payments; tax collections and tax liens; tax rebates and relief; Municipal Accommodation Tax; comparison to other Municipalities; exemptions; revenue sharing; cash flows and investments and banking.

### **Dan Seguin, Deputy Treasurer - Financial Accounting**

Dan Seguin, Deputy Treasurer - Financial Accounting appears before Council to outline the roles of Financial Accounting and Payroll Services at the City of Windsor; HST for municipalities; consolidated financial statements; and controls and accountability.

Mayor Dilkens arrives at 5:19 o'clock p.m. and assumes the Chair and Councillor Bortolin as Acting Mayor Bortolin returns to his seat at the Council table.

### **3. Question & Answer Period**

Moved by: Councillor Kusmierczyk  
Seconded by: Councillor Holt

That the Municipal Finance Orientation presentation for the 2018-2022 Windsor City Council **BE RECEIVED**.  
Carried.

### **4. Closing Remarks**

### **5. ADJOURNMENT**

**Minutes**

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The meeting is adjourned at 5:28 o'clock p.m.

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Mayor

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City Clerk