



P.O. Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

Item No. 17.1
Halifax Regional Council
December 5, 2017

TO: Mayor Savage and Members of Halifax Regional Council

Original Signed
SUBMITTED BY: _____
Councillor Bill Karsten, Chair, Audit and Finance Standing Committee
DATE: December 5, 2017
SUBJECT: Winter 2017/18 Winter Funding for Snow Removal Program for Seniors

ORIGIN

Staff report submitted to the special meeting of Audit and Finance Standing Committee on December 5, 2017.

LEGISLATIVE AUTHORITY

Sec. 21 of the Halifax Regional Municipality Charter RE Standing, Special, and Advisory Committees.

Sec. 8 of the Audit and Finance Standing Committee's Terms of Reference:

"The Audit and Finance Standing Committee shall review and make recommendations on proposals coming to the Council outside of the annual budget or tender process including:

- (a) new programs or services not yet approved or funded;
- (b) programs or services that are being substantially altered;
- (c) proposed changes in any operating or project budget items;
- (d) the commitment of funds where there is insufficient approved budget;
- (e) new or increased capital projects not within the approved budget;
- (f) increases in project budget due to cost sharing; and
- (g) the creation or modification of reserves and withdrawals not approved in the approved budget."

RECOMMENDATION

The Audit and Finance Standing Committee recommends Halifax Regional Council approve an increase to the Snow Removal Program for Seniors and Persons with Disabilities (the "Program") in an amount up to \$200,000, for a total 2017/18 operating budget of up to \$600,000, with funding to be found through operating efficiencies within Transportation and Public Works, or if operating efficiencies cannot be achieved, through the Risk Reserves: General Contingency Reserve, Q421, as per the Financial Implications section of this report.

BACKGROUND

The Audit and Finance Committee convened a special meeting on December 5, 2017 for the purpose of dealing with the staff report on this matter.

DISCUSSION

The Committee considered the report and passed a motion approving the staff recommendation.

FINANCIAL IMPLICATIONS

Financial implications are outlined in the attached staff report dated November 22, 2017.

RISK CONSIDERATION

Risk considerations are outlined in the attached staff report dated November 22, 2017.

COMMUNITY ENGAGEMENT

Refer to the attached staff report dated November 22, 2017 for community engagement consideration.

ENVIRONMENTAL IMPLICATIONS

None.

ALTERNATIVES

Outlined in attached staff report dated November 22, 2017.

ATTACHMENTS

Attachment 1: Staff report dated November 22, 2017

A copy of this report can be obtained online at halifax.ca or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Sheilagh Edmonds, Legislative Assistant, Municipal Clerk's Office

P.O. Box 1749
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Item No.
Audit & Finance Standing Committee
December 5, 2017

TO: Chair and Members of Audit and Finance Standing Committee

SUBMITTED BY:

Original Signed

Jacques Dubé, Chief Administrative Officer

Original Signed

Taso Koutroulakis, P.Eng., PTOE, Acting Director, Transportation and Public Works

DATE: November 22, 2017

SUBJECT: Winter 2017/18 Winter Funding for Snow Removal Program for Seniors

ORIGIN

This is a staff initiated report.

LEGISLATIVE AUTHORITY

Halifax Regional Municipality Council approved, Dec 11, 2012, that all budget increases are to be presented to the Audit and Finance Standing Committee, prior to submission to Council.

Halifax Charter, section 93(1) - The Council shall make estimates of the sums that are required by the Municipality for the fiscal year; Halifax Charter, section 79(1) - Specifies areas that the Council may expend money required by the Municipality; Halifax Charter, section 35(2)(d)(i) - The CAO can only authorize budgeted expenditures or within the amount determined by Council by policy; Halifax Charter, section 120(6) - The Municipality may maintain other reserve funds for such purposes as the Council may determine; Halifax Regional Municipality policy on Changes to Cost Sharing for Capital Projects - Changes requiring Council approval; and the Halifax Regional Municipality Reserve Policy - No reserve funds will be expended without the CAO's recommendation and Council approval.

Halifax Charter, section 35 (1) The Chief Administrative Officer shall (b) ensure that an annual budget is prepared and submitted to the Council.

Halifax Charter, section 79 (1) The Council may expend money required by the Municipality for:
(av) a grant or contribution to
(vii) a registered Canadian charitable organization.

RECOMMENDATION ON PAGE 2...

Audit & Finance Standing Committee Terms of Reference, Administrative Order One, Schedule Two, Section 8, which states:

The Audit and Finance Standing Committee shall review and make recommendations on proposals coming to Halifax Regional Council outside of the annual budget or tender process including:

- a) New Programs or services not yet approved or funded;
- b) Programs or services that are being substantially altered;
- c) Proposed changes in any operating or project budget items;
- d) The Commitment of funds where there is insufficient approved budget;
- e) New or increased capital projects not within the approved budget;
- f) Increases in project budget due to cost sharing; and
- g) Creation or modification of reserves and withdrawals not approved in the approved budget.

RECOMMENDATION

It is recommended that Audit & Finance Standing Committee recommend that Regional Council:

Approve an increase to the Snow Removal Program for Seniors and Persons with Disabilities (the "Program") in an amount up to \$200,000, for a total 2017/18 operating budget of up to \$600,000, with funding to be found through operating efficiencies within Transportation and Public Works, or if operating efficiencies cannot be achieved, through the Risk Reserves: General Contingency Reserve, Q421, as per the Financial Implications section of this report.

BACKGROUND

HRM's Senior Snow Removal Program, currently administered under contract to the YMCA, assists seniors (65 years of age or older) and persons with disabilities in lower income households with assistance to clear snow from steps, ramps and walkways (including access to fuel tanks), but not driveways.

Last winter, Halifax Regional Council at its meeting on November 8, 2016 approved a one-time increase of up to \$200,000 additional spending to be funded from year-end surplus, or the General Contingency Reserve. The Senior Snow Removal Program provided service to 557 residents, an increase of 104 funded from the additional funds that Council approved in 2016 totaling \$76,570.

DISCUSSION

The 2017/18 Approved Operating Budget includes \$400,000 to fund this program. This amount is sufficient to serve approximately 452 households. During the 2017/18 Operating Budget discussions, TPW identified a \$200,000 increase in year two (2018/19) to bring this program to \$600,000 total funding as an "above the line option" for Council. This option was not approved by Council.

As of November 14, 2017, the program is fully subscribed for this winter and additional eligible applicants are being added to a waiting list. The YMCA has advised that approximately 134 of last year's program participants have not yet applied to the program which represents an estimate (approximately \$120,000) of the existing unserved demand for this program.

FINANCIAL IMPLICATIONS

Operating efficiencies across Transportation and Public Works will be sought to offset the cost, as the 2017/2018 Approved Operating Budget cannot accommodate the increase. Alternately, if operating

efficiencies cannot be achieved specifically within Transportation and Public works, Council authorizes the increased cost will be offset using: Risk Reserves: General Contingency Reserve, Q421.

Budget Summary, Risk Reserve - General Contingency Reserve, Q421

As at October 31, 2017:

Balance in Reserve, October 31, 2017	\$ 2,197,297
Projected Revenue to March 31, 2018	\$ 272,505
Commitments to March 31, 2018	<u>\$(1,123,020)</u>
Projected available balance, March 31, 2018	\$ 1,346,782
Withdrawal per recommendations	<u>\$(200,000)</u>
Revised projected net available balance, March 31, 2018	\$ 1,146,782

Risk Reserve - General Contingency Reserve, Q421, is to receive the annual operating surplus of the Municipality as prescribed by the Provincial Financial Accounting and Reporting Manual, and can be used to fund operating costs, offset deficits, or fund new operating and/or capital expenditures. This is an unbudgeted withdrawal from the reserve but does not negatively affect the anticipated planned usage of the reserve for the next 5 years.

RISK CONSIDERATION

No risk to TPW budget; if operating efficiencies cannot be achieved, the intention will be to draw from the General Contingency Reserve, Q421.

COMMUNITY ENGAGEMENT

None specific to this report. Information about the program can be found on Halifax.ca at <https://www.halifax.ca/transportation/winter-operations/senior-snow-removal>

And from the YMCA at <http://www.ymcafx.ca/ymca-programs/ymca-senior-snow-removal/>

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications associated with this report.

ALTERNATIVES

Audit & Finance Committee may recommend that Regional Council not approve the additional funding for the Snow Removal Program for Seniors and Persons with Disabilities. This would result in some eligible program subscribers not being served this year.

ATTACHMENTS

N/A

A copy of this report can be obtained online at halifax.ca or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Victoria Horne, Coordinator, Director's Office, Transportation and Public Works
