



## **Finance and Administration Standing Committee Meeting Minutes**

**Tuesday, January 6, 2026, 4:31 p.m.**

**S.H. Blake Memorial Auditorium**

Present: Mayor Ken Boshcoff  
Councillor Albert Aiello  
Councillor Mark Bentz  
Councillor Brian Hamilton  
Councillor Michael Zussino

Officials: Jeff Walters, Deputy City Clerk  
John Collin, City Manager  
Dawne Latta, Deputy City Solicitor  
Keri Greaves, Commissioner - Corporate Services & City Treasurer  
Jack Avella, Director - Corporate Information Technology  
Andrea Morrison, Director - Finance  
Kristin Lovato-Day, Policy & Research Analyst  
Flo-Ann Track, Council & Committee Clerk

### **1. Finance and Administration Standing Committee in the S.H. Blake Memorial Auditorium (Council Chambers)**

Chair: Councillor Mark Bentz

### **2. Land Acknowledgement**

Councillor Albert Aiello provided a land acknowledgement.

### **3. Disclosures of Interest**

**4. Confirmation of Agenda**

MOVED BY: Councillor Brian Hamilton  
SECONDED BY: Councillor Albert Aiello

WITH RESPECT to the Tuesday, January 6, 2026 Finance and Administration Standing Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

**5. Minutes of Previous Meetings**

Minutes of Finance and Administration Standing Committee held on Tuesday, December 9, 2025, for information.

**6. Reports of Administration**

**6.1 2025 Digital Strategy Update**

Report 014-2026 Corporate Services - Corporate Information Technology providing a progress update on initiatives which are included and/or support the Corporate Digital Strategy (the Strategy) for the period from October 2024 through November 2025, for information.

Deputation request dated January 5, 2026 from Shane Judge relative to Report 014-2026 Corporate Information Technology was distributed separately on Monday, January 5, 2026.

Shane Judge appeared before Committee, provided a deputation relative to the above noted and responded to questions.

**6.2 2026 Community Partnership Fund Applications**

Report 008-2026 - Corporate Services - Finance requesting endorsement from the Finance and Administration Standing Committee relative to a successful application for Community Partnership funding for the 2026 fiscal year.

MOVED BY: Councillor Albert Aiello  
SECONDED BY: Councillor Michael Zussino

WITH RESPECT to Report 008-2026-Corporate Services-Finance, we request endorsement from the Standing Committee to forward the following recommendation to City Council:

WE RECOMMEND THAT funding in the amount of \$450,000 be approved for Our Kids Count pursuant to an application submitted under the Community Partnership Fund to be funded from the Community Partnership Reserve Fund;

AND THAT any necessary by-laws be presented to City Council for ratification.

CARRIED

### **6.3 Reserve and Reserve Fund Policy Update**

Report 021-2026-Corporate Services-Finance seeking endorsement from the Finance and Administration Standing Committee with respect to amendments to By-law 220-2023 - Consolidated By-law Fund By-law, as outlined in this Report.

MOVED BY: Councillor Michael Zussino

SECONDED BY: Councillor Brian Hamilton

WITH RESPECT to Report 021-2026-Corporate Services-Finance, we request endorsement from the Finance and Administration Standing Committee to forward the following recommendations to City Council:

WE RECOMMEND THAT the amendments to the following Reserve Funds with respect to By-law 220-2023 be approved as outlined in this Report:

- Capital General Reserve Fund;
- Building Faster Fund Reserve Fund;
- Building Permit Reserve Fund;
- Canada-Community Building Fund Reserve Fund;
- Ontario Community Instructure Fund (OCIF) Reserve Fund;
- Ontario Municipal Commuter Cycling (OMCC) Reserve Fund;
- and Parkland Dedication Reserve Fund;

AND THAT the following by-law schedules included in By-law 220-2023 be repealed and replaced with the revised by-law schedules as appended in Attachments 1-7:

- Schedule 8 - Capital General Reserve Fund;

- Schedule 51 - Building Faster Fund Reserve Fund;
- Schedule 5 - Building Permit Reserve Fund;
- Schedule 6 - Canada-Community Building Fund Reserve Fund;
- Schedule 27 - Ontario Community Instructure Fund (OCIF) Reserve Fund;
- Schedule 28 - Ontario Municipal Commuter Cycling (OMCC) Reserve Fund;  
and
- Schedule 30 - Parkland Dedication Reserve Fund;

AND THAT the Animal Control Reserve schedule within Appendix A – Schedule of Reserves included in the Reserve and Reserve Fund Policy (Policy 05-01-08) be repealed and replaced with the revised Animal Control Reserve schedule as appended in Attachment 8;

AND THAT an Assessment Growth Reserve Fund, Community Improvement Plans (CIPs) Reserve Fund, Parks & Open Spaces Reserve Fund, and Solid Waste & Recycling Reserve Fund be created as detailed in this Report;

AND THAT By-law 220-2023 be amended by adding Schedules 52 to 57, as appended in Attachments 9 to 14;

AND THAT \$500,000 be transferred from the Assessment Growth Reserve Fund to the CIPs Reserve Fund to provide initial funding for the Growth Community Improvement Plan;

AND THAT \$180,700 be transferred to the Parks & Open Spaces Reserve Fund from the Land Development Account;

AND THAT all recommendations included within this report, be effective for the 2025 fiscal year;

AND THAT the amendment to By-law 220-2023 be presented to City Council for ratification.

CARRIED

## **7. New Business**

**8. Adjournment**

The meeting adjourned at 5:47 p.m.