



May 19, 2016

*Minutes of the Tax Levy Allocation Review Working Group Meeting of the Corporation of the Municipality of Port Hope held on Thursday, May 19, 2016 at 9:07 AM in the Council Chambers, Town Hall, 56 Queen Street, Port Hope, Ontario.*

Present: R. J. Sanderson, Mayor  
R. Polutnik, Councillor  
R. Norman, Rural  
G. Walter, Urban – as alternate

Staff: D. Baxter, Director of Finance  
D. Kripp, Finance Assistant

Absent L. Andrews, Councillor  
with J. Ronson, Urban  
Notice:

1. **Call to Order**
- 1.1 Fire Safety Plan
- 1.2 Disclosure of Pecuniary Interest and the Nature Thereof – None.
2. **Delegations – None.**
3. **Approval of Previous Minutes**
- 3.1 May 3, 2016 Tax Levy Allocation Review Working Group Minutes

On consensus, the minutes from the May 3, 2016 meeting were adopted by the Working Group with no changes.

**4. Business from Previous Minutes**

4.1 The Working Group identified that the below areas appear to be a common concern (based on the comments received):

- The process did not allow for significant time;
- Some comments were based solely around service levels
- The Municipal Act definitions are not clear (i.e. generally throughout)
- Rationale was not clear (i.e. offered to all, available to all which is not referenced in the Municipal Act)

On consensus, the Working Group agreed that the next presentation should speak to all 28 services; including providing more in depth information on the services of higher interest and/or concern (i.e. provide dollar value impact). Further, it was agreed that there should be visuals (for example: a map of where the parks are).

On consensus, the Working Group agreed that when providing rationale to common and/or special services, they must be consistent with the interpretation (i.e. level appropriate, offered to all, generally throughout).

On consensus, the Working Group agreed that there needs to be a question and answer period at the end of the information session.

On consensus, the Working Group agreed to incorporate the Community Strategic Plan into the presentation.

5. **New Business – None.**

6. **Other Business – None.**

7. **Question period – None.**

8. **Future Tax Levy Allocation Review Working Group Meeting(s)**

Tuesday, May 31, 2016 – 2:00p.m. – Council Chambers

9. The Tax Levy Allocation Review Working Group adjourned at 11:03 a.m.

  
R.J. Sanderson, Mayor  
B. Gilmer, Municipal Clerk