



**BUDGET COMMITTEE
CITY OF PETERBOROUGH
NOVEMBER 9, 23, 24, 25 and 26, 2009
DRAFT MINUTES, NOT APPROVED**

**MINUTES OF A MEETING OF BUDGET COMMITTEE HELD ON
NOVEMBER 9, 23, 24, 25 and 26, 2009, IN CITY HALL**

The Budget Committee meeting was called to order at 5:00 p.m. on November 9, 2009 in the General Committee Room.

Roll Call:

Councillor Clarke, Chairman
Councillor Doris
Councillor Eggleton
Councillor Hall
Councillor Martin
Councillor Pappas
Councillor Peacock
Councillor Vass
Councillor Farquharson
Councillor Peeters
Mayor Ayotte

Minutes - October 19, 2009

Moved by Councillor Pappas

That the minutes of the Budget Committee of October 19, 2009, be approved.

"CARRIED"

Disclosure of Pecuniary Interest

There were no declarations of pecuniary interest.

**Senior Director of Corporate Services
Presentation of 2010 Draft Budget**

The Senior Director of Corporate Services and the Manager of Financial Planning and Revenue made a brief presentation regarding the proposed 2010 annual budget.

Moved by Mayor Ayotte

That EMS and Peterborough-Lakefield Community Police Service make a presentation to Budget Committee on November 25, 2009.

"CARRIED"

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Moved by Mayor Ayotte

That Council approve the recommendations outlined in Report CPFPRS09-038 dated November 9, 2009, of the Senior Director of Corporate Services and the Chief Administrative Officer, as follows:

- a) That the November 9, 2009 presentation on the 2010 Budget be received.
- b) That the recommendations contained in Appendix A of this report be moved for the purpose of discussion.

Appendix A:

- a) That the 2010 Budget documents, and all estimated revenues and expenditures, fees, contributions to reserve and reserve funds, and proposed staffing levels referenced in the documents be adopted.
- b) That the user fees as set out in Book 2 be adopted as part of 2010 Budget process.
- c) That in 2010 MTE Consultants assist staff in the more complex tax issues and calculations and actively represent the City at Assessment Review Board hearings, as required. (Page 30)
- d) That any unused Peterborough Technology Services Budget at the end of 2010 be transferred to the Electronic Data Processing (EDP) Reserve, subject to the overall year-end position and that if actual 2010 costs exceed the 2010 Budget, funds may be drawn from the EDP reserve. (Page 30)
- e) That any unused portion of the 2010 Winter Control Budget that may exist at year-end be transferred to the Winter Control Reserve, subject to the overall year-end position, and that if actual 2010 Winter Control costs exceed the 2010 Budget, funds may be drawn from the Winter Control reserve. (Page 48)
- f) That any surplus funds at the end of 2010 for Market Hall be transferred to a reserve account for unanticipated maintenance expenses or small capital improvements. (Page 76)
- g) That any surplus funds at the end of 2010 for the Peterborough Sport and Wellness Centre be transferred to the PSWC Capital Conservation Reserve for future capital improvements. (Page 86)
- h) That any surplus funds at the end of 2010 for Arenas be transferred to the Arena Equipment Reserve for future equipment purchases. (Page 96)
- i) That any unspent repairs and maintenance budget within the Social Services Division at the end of 2010 be transferred to the Social Services Facility Maintenance Reserve, subject to the overall year end position. (Page 106)
- j) That any remaining unused Social Services net budget at the end of 2010 be transferred to the Social Services Reserve, subject to the overall year end position and that if actual 2010 Social Services costs exceed the 2010 Budget, funds may be drawn from the reserve. (Page 110)

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- k) That any surplus in the 2010 Housing Operating Budget at the end of 2010 be transferred to the Social Housing Reserve, subject to the overall year end position and that if actual 2010 Housing costs exceed the 2010 Budget, funds may be drawn from the Social Housing Reserve. (Page 122)
- l) That any excess Airport development review fees at the end of 2010 be transferred to the Airport Development Review Reserve for future Airport Development related expenditures and that if the 2010 Airport development review costs exceed the review fees, funds may be drawn from the Airport Development Review Reserve. (Page 124)
- m) That any unused Building Inspection Budget at the end of 2010 be transferred to the Building Reserve and that if actual building inspection costs exceed the 2010 Budget, funds may be drawn from the Building Reserve. (Page 126)
- n) That any unused portion of the 2010 tax write off account balance that may exist at year-end be transferred to the Allowance for Doubtful Accounts Reserve, subject to overall year end position and that if actual 2010 tax write-off costs exceed the 2010 Budget, funds may be drawn from the Allowance for Doubtful Accounts Reserve. (Page 132)
- o) That any unused insurance budget at the end of 2010 be transferred to the Insurance Reserve, subject to the overall year-end position and that if actual 2010 insurance costs exceed the 2010 Budget, funds may be drawn from the Insurance Reserve. (Page 132)
- p) That any unused 2010 Contingency Budget at the end of 2010 be transferred to the Capital Levy Reserve to be used for Capital works subject to the overall 2010 year-end position. (Page 132)
- q) That any adjustments to the City's portion of the 2010 Land Ambulance Budget be netted against the 2010 general contingency provision. (Page 136)
- r) That any unused Land Ambulance Budget at the end of 2010 be transferred to the EMS Reserve, subject to the overall year-end position, and that if the actual 2010 Land Ambulance costs exceed the 2010 Budget, funds may be drawn from the EMS Reserve. (Page 136)
- s) That any adjustments to the City's portion of ORCA's 2010 Budget, based on the final approved ORCA Budget, be netted against the City's 2010 general contingency provision. (Page 137)
- t) That any adjustments to the City's portion of CCHU's 2010 Budget, based on the final approved CCHU Budget, be netted against the City's 2010 general contingency provision. (Page 137)
- u) That if the City receives more 2010 OMPF than the \$1.8 million amount reflected in the 2010 budget, a 2010 budget transfer be made to increase the OMPF amount and decrease the draw from the Social Services Reserve. (Page 140)
- v) That any surplus funds from 2010 operations in excess of \$100,000 be transferred to the Capital Levy Reserve to be used for capital works. (Page 142)

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- w) That a by-law be passed to establish the 2010 tax ratios for each property class as set out in the 2010 Operating budget. (Page 156)
- x) That a system of graduated tax rates within the Commercial and Industrial classes not be implemented for 2010. (Page 156)
- y) That the capping policy for 2010 for the Multi-residential, Commercial and Industrial classes be as follows:
 - i. Capping be based on a maximum increase threshold at the greater of 10% of the previous year's annualized capped taxes and 5% of the previous year's annualized CVA tax for the eligible property.
 - ii. No capping credit be applied for properties where the required billing adjustment is within a \$250 credit of the properties' CVA tax; affected properties would be billed at their full CVA tax level.
 - iii. That properties that achieved CVA tax in 2009 remain at CVA tax from 2010 forward regardless of how reassessment affects the property.
 - iv. That properties that cross over from the clawback to the capping category or vice versa from 2009 to 2010 be taxed at CVA tax.
- z) That the threshold on the tax level for eligible new construction be 100%.
 - aa) That the Tax ratio reductions for mandated subclasses of vacant units remain at 30% for the Commercial class and 35% for the Industrial class.
 - bb) That the 2010 tax rate for farmland awaiting development subclasses be 25% of the residential rate. (Page 156)

Moved by Councillor Hall

That MPP Jeff Leal be asked to attend as a delegation to the budget process.

"CARRIED"

Moved by Councillor Hall

That Trent University, Peterborough Foundation, and Mapleridge Seniors make a presentation to Budget Committee on November 25, 2009.

"CARRIED"

Moved by Councillor Peeters

That the Peterborough Humane Society and GPAEDC make a presentation to Budget Committee on November 25, 2009.

"CARRIED"

Upon the motion of Councillor Hall, this motion carried.

Moved by Councillor Hall

That CoPHI make a presentation to Budget Committee.

"LOST"

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Moved by Councillor Farquharson

That the Festival of Lights make a presentation to Budget Committee.

"LOST"

Moved by Councillor Pappas

That this meeting recess at 5:55 p.m. and reconvene at 5:00 p.m. on November 23, 2009.

"CARRIED"

Nancy Wright-Laking
City Clerk

Councillor H. Clarke
Chairman

Budget Committee reconvened at 5:00 p.m. on November 23, 2009, in the General Committee Room. All members were in attendance.

Jeff Leal, MPP was in attendance to answer questions of the Committee.

Mayor Ayotte left the meeting room at 5:35 p.m. and returned at 5:40 p.m.

Moved by Councillor Peacock

That Budget Committee move into closed session to discuss two items under Section 239(2)(d) Labour Relations or Employee Negotiations.

"CARRIED"

Moved by Councillor Pappas

That Committee move into open session at 7:26 p.m.

"CARRIED"

Moved by Councillor Doris

That Committee accept the Recommended 2010 Service Reductions/Revenue Adjustments reflected on pages 23-25 of the 2010 Budget Highlights Book.

"CARRIED"

Moved by Councillor Farquharson

That the Election Budget be reduced by \$40,000.

MOTION WITHDRAWN

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Moved by Councillor Farquharson

That the Design and Construction Technologist/Inspector position that is presently vacant and proposed as an extended temporary position until December 2010 be removed and the \$63,232 savings be used to reduce the net tax levy.

“CARRIED”

Councillor Martin left the meeting room at 9:36 p.m. and returned at 9:39 p.m.

Moved by Councillor Pappas

That the meeting recess at 9:40 p.m. and to reconvene at 5:00 p.m. on November 24, 2009.

“CARRIED”

Nancy Wright-Laking
City Clerk

Councillor H. Clarke
Chairman

Budget Committee reconvened at 5:00 p.m. on November 24, 2009 in the General Committee Room. All members were in attendance. Mayor Ayotte arrived at 5:10 p.m.

Moved by Councillor Hall

That a report come forward from Utility Services, in consultation with the City Solicitor to investigate low flow toilet programs and other water reducing programs.

“CARRIED”

The meeting recessed at 6:50 p.m. and reconvened at 7:05 p.m.

Moved by Councillor Farquharson

That the \$533,700 2010 allocation for Capital Project 5-5.01 on page 139 of the 2010-2019 Capital Budget Details " Various New Sidewall Installations" be reduced to \$470,500 and the funding be changed to reflect a \$134,400 Contribution from the Provincial Surplus Reserve and \$336,100 from Capital levy.

“CARRIED”

Moved by Councillor Peacock

That the 2010 Fire Services operating budget and the net tax levy be reduced by \$40,000.

“CARRIED”

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Moved by Councillor Farquharson

That the Community Service Grants be amended to increase the grant to the Little Lake Music Fest, by \$16,000 to facilitate police staffing expenses.

“MOTION WITHDRAWN”

Moved by Councillor Martin

That Showplace, Community Care Peterborough, and the Little Lake Music Fest, be invited to make a presentation to Budget Committee on November 25, 2009.

“CARRIED”

Mayor Ayotte left the meeting room at 8:17 p.m. and returned at 8:18 p.m.

Councillor Martin left the meeting room at 8:17 p.m. and returned at 8:18 p.m.

Moved by Councillor Farquharson

That the capital budget for the 2010 Dock Replacement Program be reduced by \$100,000 and that these funds be used to reduce the tax levy.

Moved by Councillor Doris

That the matter of the Dock Replacement Program be referred until additional information on the Peterborough Marina is received by Committee.

Councillor Martin left the meeting at 8:50 p.m.

Upon the motion by Councillor Doris, this motion carried.

Moved by Councillor Farquharson

That the Assistant Emergency Planner position be extended to March 1, 2011.

“CARRIED”

Moved by Councillor Hall

That the 2010 Fire Services operating budget be reduced by an additional \$30,000.

Moved by Councillor Farquharson

That the Question be Put.

“LOST”

Upon the motion by Councillor Hall, this motion carried.

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Moved by Councillor Pappas

That the meeting recess at 9:40 p.m. and reconvene at 5:00 p.m. on November 25, 2009.

“CARRIED”

Kevin Arjoon
Deputy City Clerk

Councillor H. Clarke
Chairman

Budget Committee reconvened at 5:02 p.m. on November 25, 2009 in the Council Chambers. All members were in attendance.

John Butler, Treasurer, Bob English, Chief of Emergency Medical Services and Gary King, Chief Administrative Officer, County of Peterborough made a budget presentation on behalf of the Peterborough County Medical Services.

Police Services Board Chair, Thomas H. B. Symons, Police Chief Murray Rodd and Deputy Chief of Police Steve Streeter made a budget presentation on behalf of the Peterborough Lakefield Community Police Service.

Budget Committee recessed at 7:00 p.m. and reconvened at 7:07 p.m.

Councillor Vass returned to the meeting at 7:08 p.m.

In-coming Chair Laurianne S. Gruzas and Out-going Chair David Fell made a budget presentation on behalf of the Greater Peterborough Area Economic Development Corporation.

Peter Adams, Volunteer Chair, Trent University Athletics Centre Expansion and Renovation, made a budget presentation on behalf of Trent University Athletics Centre.

Councillor Peeters returned to the meeting at 7:13 p.m.

Councillor Farquharson returned to the meeting at 7:16 p.m.

Bill Lockington, Chair of the Community Foundation, made a budget presentation on behalf of the Community Foundation.

Wilma Gallow, Fundraising Chair, Board of Directors made a budget presentation on behalf of Mapleridge Seniors.

Councillor Pappas left the meeting at 8:24 p.m. and returned at 8:25 p.m.

Brad Algar made a budget presentation on behalf of Peterborough Humane Society.

Councillor Farquharson left the meeting at 8:35 p.m. and returned at 8:48 p.m.

Ray Marshall, General Manager, made a budget presentation on behalf of Showplace Performance Centre.

Mary-Lynn Koekkoek, Manager of Community Development, Community Care made a budget presentation on behalf of Community Care Peterborough.

Dave Patterson, Board Member and Kathy Kirkland, General Manager, made a budget presentation on behalf of Little Lake Music Fest.

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Councillor Peacock left the meeting at 9:14 p.m. and returned at 9:27 p.m.

Moved by Councillor Farquharson

That the meeting recess at 9:36 p.m. and reconvene at 5:00 p.m. on November 26, 2009.

“CARRIED”

John Kennedy
Deputy City Clerk

Councillor H. Clarke
Chairman

Budget Committee reconvened at 5:00 p.m. on November 26, 2009 in the General Committee Room. All members were in attendance.

Moved by Councillor Hall

That a Capital Budget be established within the Facilities and Special Projects Section of the 2010-2019 Capital Budget Details Book for a \$1.0 million contribution to Trent University Athletics Centre Expansion and Renovation Project

And that the \$1.0 million contribution be made in five \$200,000 annual instalments over the period 2010 – 2014.

And the annual instalments be financed from Capital Levy

And that the City’s Debt Financing Policy be amended so that the maximum amount of Tax Supported Debt that can be issued in the years 2010 to 2014, within the existing policy, be increased in each of the years 2010 through 2014 by \$200,000 per year.

And that the principal and interest payments, related to any portion of the \$1.0 M Special Tax Supported Debt to be issued, be added to the tax levy requirement in the years they become payable.

And that the \$200,000 Capital Levy Financing for the year 2010 reflected in Project 7-3.01 (Technology Drive Watermain Looping) in the 2010-2019 Capital Budget Details Book be changed to reflect \$200,000 Special Tax Supported Debt.

Moved by Councillor Eggleton

That the Question be Put

“CARRIED”

Upon the motion by Councillor Hall, this motion carried.

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Moved by Councillor Hall

That a \$150,000 line item be added on page 139 of the 2010 Budget Highlights Book entitled “One-time 2009 Surplus Funds to be Carried Forward as 2010 Revenue”

And that a one-time \$150,000 Grant to the Community Foundation be added to the 2010 Operating Budget (page 74 of the 2010 Highlights Book).

“CARRIED”

Moved by Councillor Doris

That a Capital Budget be established within the Facilities and Special Projects Section of the 2010-2019 Capital Budget Details Book for a \$200,000 contribution to Maple Ridge Seniors Centre to be funded from the Capital Levy Reserve.

And that the \$200,000 contribution be made in two \$100,000 annual instalments over the period 2010 – 2011.

“CARRIED”

Moved by Councillor Farquharson

That a \$16,000 provision be added to the Other Financial Expenditure Section of the 2010 Budget Highlights Book (Page 131) to provide for the Policing Costs for the Little Lake Music Fest, on an annual basis.

And that expenditures from the account be made only upon authorization of the Chief Administrative Officer based on invoices received from the Police.

“CARRIED”

Moved by Councillor Farquharson

That the \$1,636,887 provision for 2010 Winter Control expenditures, shown on page 47 of the 2010 Budget Highlights Book, be increased by \$50,000 to \$1,686,887 to provide an enhanced level of snow clearing in the downtown on a trial basis during 2010, and that the additional \$50,000 be drawn from the Winter Control Reserve.

And that if the enhanced level of snow clearing continues beyond the 2010 the winter control base budget be increased by \$50,000.

Moved by Councillor Peacock

That the Question be Put.

“CARRIED”

Upon the motion by Councillor Farquharson, this motion carried.

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Moved by Mayor Ayotte

That the \$12,118 portion of the \$570,218 provision for Community Service Grants shown on 74 of 2010 Budget Highlights Book, allocated to Community Care, be increased by \$12,882 to \$25,000, and

That the \$80,000 portion of the \$570,218 provision for Community Service Grants shown on 74 of 2010 Budget Highlights Book, allocated to Showplace, be increased by \$20,000 to \$100,000 and that \$20,000 be allocated from the funds previously set aside for Storefront Beautification.

Moved by Councillor Eggleton

That the Question be Put

“CARRIED”

Upon the motion by Mayor Ayotte, this motion lost.

Moved by Mayor Ayotte

That the \$12,118 portion of the \$570,218 provision for Community Service Grants shown on 74 of 2010 Budget Highlights Book, allocated to Community Care, be increased by \$12,882 to \$25,000, and

That the \$80,000 portion of the \$570,218 provision for Community Service Grants shown on 74 of 2010 Budget Highlights Book, allocated to Showplace, be increased by \$20,000 to \$100,000.

“CARRIED”

Moved by Mayor Ayotte

That the \$20,000 in the 2007 capital account for Storefront Beautification be transferred into the 2010 operating fund as revenue.

Moved by Councillor Peeters

That the Question be Put.

“CARRIED”

Upon the motion by Mayor Ayotte this motion carried.

Moved by Councillor Farquharson

That the capital budget for the 2010 Dock Replacement Program be reduced by \$100,000 and that these funds be used to reduce the tax levy.

“MOTION WITHDRAWN”

Moved by Councillor Vass

That Community Services prepare a report on Youth Centres.

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Moved by Mayor Ayotte

That the Question be Put

“CARRIED”

Upon the original motion by Councillor Vass, this motion carried.

Moved by Councillor Doris

That staff prepare a report on the 2010 Dock Replacement program to a Committee of the Whole meeting, during the First Quarter of 2010, advising how the City could move forward on this project.

Moved by Councillor Peacock

That the Question be Put.

“CARRIED”

Upon the motion by Councillor Doris, this motion carried.

Moved by Councillor Vass

That the \$20,000 transferred into the 2010 operating fund as revenue from the Storefront Beautification be allocated to the Peterborough Museum and Archives to create posters from the Roy Collection photographs for display in Downtown Storefronts.

“LOST”

Moved by Councillor Vass

That a report come forward from Community Services with respect to the Peterborough Museum and Archives using the Roy Collection photographs to create posters for display in Downtown Storefronts.

“CARRIED”

The meeting recessed at 7:15 p.m. and reconvened at 7:30 p.m.

Moved by Councillor Doris

That the matter of Transit Services be reviewed by staff and brought forward, as a report to a Committee of the Whole meeting, during the First Quarter of 2010.

“CARRIED”

Councillor Peacock raised a point of order with respect to the way the review of the budget document was conducted.

Moved by Councillor Hall

That Council receive a report from Community Services, with respect to private boxes at the Memorial Centre.

“CARRIED”

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Moved by Councillor Hall

That County Council pays its legally committed contractual amount towards the Hostel program in the Social Services Division, being a \$301,000 contribution from the County and \$287,000 from the City.

Moved by Councillor Farquharson

That Committee move into closed session to discuss one item under Section 239(2)(f) Advice That Is Subject To Solicitor-Client Privilege, Including Communications Necessary For That Purpose.

“ CARRIED”

Committee moved into closed session at 7:55p.m. in to the City Board Room.

Moved by Councillor Farquharson

That Committee move into open session at 8:02 p.m.

“ CARRIED”

Budget Committee reconvened in open session at 8:02 p.m. in the General Committee Room.

Move by Councillor Hall

That a report from Community Services be requested within the First Quarter of 2010 regarding the funding arrangements that the City has entered on Hostels and the Drop in Centre Activity and that the agreement entered by the City and the County be attached to the report.

“ CARRIED”

Moved by Councillor Doris

That Committee discuss page154 of the Budget Highlights Book, regarding Tax Policy.

Moved by Councillor Eggleton

That the Question be Put.

”CARRIED”

Upon the motion by Councillor Doris, this motion Lost.

At 8:39 p.m. Councillor Clarke indicated a conflict of interest, with respect to Homegrown Homes as his wife is the Chair of that Organization. He stepped down as Chair and left the room. In his place, Councillor Doris assumed the Chair.

At 8:41 p.m. Councillor Clarke returned to the General Committee Room and resumed the Chair.

Moved by Councillor Eggleton

That three Sewer Team Licensed Operators (on page 161 in the 2010 Budget Highlights Book), be included in the 2010 operating budget.

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Moved by Councillor Peacock

That the Question be Put.

"CARRIED"

Upon the motion by Councillor Eggleton, this motion carried.

Councillor Peacock left the meeting room at 9:14 p.m. and returned to the meeting room at 9:16 p.m.

Councillor Peeters left the meeting room at 9:14 p.m. and returned to the meeting room 9:16 p.m.

Moved by Councillor Pappas

That the Eight-year Tax Ratio Reduction Plan, begin in 2011.

"MOTION WITHDRAWN"

Moved by Councillor Vass

That the range of fairness be expedited to a 5 year plan.

Moved by Councillor Peeters

That the Question be Put

" CARRIED"

Upon the motion by Councillor Vass, this motion lost.

Upon the original motion (Appendix "A") by Mayor Ayotte, this motion carried.

Adjournment

Moved by Mayor Ayotte

That this meeting of Budget Committee adjourn at 9:42 p.m.

"CARRIED"

Kevin Arjoon
Deputy City Clerk

Councillor H. Clarke
Chairman