



**Budget Committee Minutes  
City Of Peterborough  
November 26 and 28, 2012**

**Minutes of a Meeting of Budget Committee Held on November 26 and 28, 2012, in the Council Chambers, City Hall**

The Budget Committee meeting was called to order at 5:00 p.m. in the Council Chambers.

**Roll Call:**

Councillor Beamer  
Councillor Clarke, Chair  
Councillor Doris  
Councillor Hall  
Councillor Juby  
Councillor McWilliams  
Councillor Pappas  
Councillor Parnell  
Councillor Riel  
Councillor Vass  
Mayor Bennett

**Minutes – November 5 and 8, 2012**

Moved by Councillor Pappas

**That the minutes of the Budget Committee meetings held on November 5 and November 8, 2012 be approved.**

“CARRIED”

**Disclosure of Pecuniary Interest**

Mayor Bennett declared a Pecuniary Interest with Report USDIR12-019 (Public Transit Operations Review – 2013 Budget Implications), Public Transit Operations Review, as he has ownership in a company that may benefit from the proposals.

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**Director of Corporate Services**  
**Chief Administrative Officer**  
**Report CPFS12-087**  
**2013 Draft Budget**

Moved by Councillor Doris

**That Council approve the recommendation outlined in Report CPFS12-087 dated November 26, 2012, of the Director of Corporate Services, and the Chief Administrative Officer, as follows:**

**Appendix A, 2013 Operating and Capital Draft Budget Recommendations:**

- a) **That the 2013 Draft Budget, 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 2013 Budget process.**
- c) **That any unused CAO Budget at the end of 2013 be transferred to the Organizational Development Reserve, subject to the overall year-end position. (Page 22)**
- d) **That any unused Peterborough Technology Services Budget, at the end of 2013, be transferred to the Electronic Data Processing (EDP) Reserve, subject to the overall year-end position and that if actual 2013 costs exceed the 2013 Budget, funds may be drawn from the EDP reserve. (Page 31)**
- e) **That any unused portion of the 2013 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 2013 Winter Control costs exceed the 2013 Budget, funds may be drawn from the Winter Control reserve. (Page 61)**
- f) **That any unused Traffic Signal Maintenance Budget at the end of 2013 be transferred to the Traffic Signal Reserve, subject to the overall year-end position and that if the actual 2013 Traffic Signal Maintenance costs exceed the 2013 Budget, funds may be drawn from the Traffic Signal Reserve. (Page 70)**
- g) **That any surplus funds at the end of 2013 for Market Hall be transferred to the Market Hall Capital Reserve for unanticipated maintenance expenses or small capital improvements. (Page 89)**

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- h) That any surplus funds at the end of 2013 for the Peterborough Sport and Wellness Centre be transferred to the PSWC Capital Conservation Reserve for future capital improvements. (Page 95)**
- i) That any surplus funds at the end of 2013 for Beavermead be transferred to the Beavermead Reserve to fund future capital projects. (page 96)**
- j) That any surplus funds at the end of 2013 for Arenas be transferred to the Arena Equipment Reserve for future equipment purchases. (Page 111)**
- k) That any unused Emergency Hostel net budget at the end of 2013 be transferred to the General Assistance Reserve, to be used for future investment in homelessness prevention programs, subject to the overall year end position and that if actual 2013 Emergency Hostel costs exceed the 2013 Budget, funds may be drawn from the reserve. (Page 125)**
- l) That any unused Community Social Plan net budget at the end of 2013 be transferred to the Community Social Plan 50/50 Reserve for future program development, subject to the overall year end position and that if actual 2013 Community Social Plan costs exceed the 2013 Budget, funds may be drawn from the reserve. (Page 125)**
- m) That any remaining unused Social Services net budget at the end of 2013 be transferred to the Social Services General Assistance Reserve, subject to the overall year end position and that if actual 2013 Social Services costs exceed the 2013 Budget, funds may be drawn from the reserve. (Page 125)**
- n) That any surplus in the 2013 Housing Operating Budget at the end of 2013 be transferred to the Social Housing Reserve, subject to the overall year end position and that if actual 2013 Housing costs exceed the 2013 Budget, funds may be drawn from the Social Housing Reserve. (Page 139)**
- o) That any excess Airport development review fees at the end of 2013 be transferred to the Airport Development Review Reserve for future Airport Development related expenditures and that if the 2013 Airport development review costs exceed the review fees, funds may be drawn from the Airport Development Review Reserve. (Page 142)**
- p) That any unused Building Inspection Budget at the end of 2013 be transferred to the Building Division Reserve and that if actual building inspection costs exceed the 2013 Budget, funds may be drawn from the Building Division Reserve. (Page 147)**

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- q) That any unused portion of the 2013 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 2013 tax write-off costs exceed the 2013 Budget, funds may be drawn from the Allowance for Doubtful Accounts Reserve. (Page 154)
- r) That any unused Employee Benefits budget at the end of 2013 be transferred to the Employee Benefits Reserve, subject to the overall year-end position, and that if actual 2013 employee benefits exceed the 2013 Budget, funds may be drawn from the Employee Benefits Reserve. (Page 154)
- s) That any unused insurance budget at the end of 2013 be transferred to the Insurance Reserve, subject to the overall year-end position and that if actual 2013 insurance costs exceed the 2013 Budget, funds may be drawn from the Insurance Reserve. (Page 154)
- t) That any unused 2013 Contingency Budget at the end of 2013 be transferred to the Capital Levy Reserve to be used for Capital works subject to the overall 2013 year-end position. (Page 154)
- u) That any unused Police Services Budget at the end of 2013 be transferred to the Contingency Policing Reserve, subject to the overall year-end position and approval through the Treasurer, and that if the actual 2013 Police Services costs exceed the 2013 Budget, funds may be drawn from the Contingency Policing Reserve. (Page 158)
- v) That any unused Police Services Legal fees Budget at the end of 2013 be transferred to the Legal Fees Policing Reserve, subject to the overall year-end position and approval through the Treasurer, and that if the actual 2013 Police legal fees costs exceed the 2013 Budget, funds may be drawn from the Policing Legal Fees Reserve. (Page 158)
- w) That any adjustments to the City's portion of the 2013 Land Ambulance Budget be netted against the 2013 general contingency provision. (Page 162)
- x) That any unused Land Ambulance Budget at the end of 2013 be transferred to the Land Ambulance Reserve, subject to the overall year-end position, and that if the actual 2013 Land Ambulance costs exceed the 2013 Budget, funds may be drawn from the Land Ambulance Reserve. (Page 162)

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- y) That any adjustments to the City's portion of ORCA's 2013 Budget, based on the final approved ORCA Budget, be netted against the City's 2013 general contingency provision. (Page 163)
- z) That any adjustments to the City's portion of CCHU 2013 Budget, based on the final approved CCHU Budget, be netted against the City's 2013 general contingency provision. (Page 164)
- aa) That any net surplus funds, after the disposition of the recommendations in this report, from 2013 operations in excess of \$100,000 be transferred to the Capital Levy Reserve to be used for capital works. (Page 167)
- bb) That a by-law be passed to establish the 2013 tax ratios for each property class as set out in the 2013 Operating Budget. (Page 175)
- cc) That the 2013 tax rate for farmland awaiting development subclasses be 55% of the residential rate. (Page 176)
- dd) That a system of graduated tax rates within the Commercial and Industrial classes not be implemented for 2013. (Page 176)
- ee) That the capping policy for 2013 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. (Page 177)
  - 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. (Page 177)
  - iii. That properties that achieved CVA tax in 2012 remain at CVA tax from 2013 forward regardless of how reassessment affects the property. (Page 177)
  - iv. That properties that cross over from the claw back to the capping category or vice versa from 2012 to 2013 be taxed at CVA tax. (Page 177)
- ff) That the threshold on the tax level for eligible new construction be 100%. (Page 177)

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- gg) That the Tax ratio reductions for mandated subclasses of vacant units remain at 30% for the Commercial class and 35% for the Industrial class.  
(Page 177)

“CARRIED”

**Director of Utility Services**  
**Report USDIR12-019**  
**Public Transit Operations Review – 2013 Budget Implications**

Due to his previously declared conflict, the Mayor did not discuss or vote on this item.

Moved by Councillor Vass

That Council approve the recommendations outlined in Report USDIR12-019 dated November 26, 2012, of the Director of Utility Services, as follows:

- a) That the 2013 Public Transit Operating and Capital Budgets be amended as described in the following recommendations;
- b) That effective January 2, 2013 a general public transit fare increase of approximately 10% for all fare media in all fare categories with cash fares increased from \$2.25 to \$2.50 be implemented and that the User Fee Listing be amended to reflect this change;
- c) That effective January 2, 2013 timed transfers between routes on the conventional public transit system be increased from the current 60 minutes to 90 minutes;
- d) That effective May 5, 2013 the conventional public transit route changes illustrated in the Public Transit Operations Review and as described in this report be implemented;
- e) That effective May 5, 2013 the conventional public transit service delivery be amended such that appropriate routes be interlined (paired) through the Simcoe Street Transit Terminal;
- f) That effective May 5, 2013 Route 12 be amended to a morning and evening peak period service only;
- g) That effective May 5, 2013 the first morning trip be eliminated on all Saturday routes;

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- h) That effective May 5, 2013 weekday morning and afternoon peak period level of service be increased from 40 minute frequency to 20 minute frequency on Routes 2, 7, 8 and 10;
- i) That effective May 5, 2013 the North Community Bus Route be implemented;
- j) That a one-time increase of \$28,000 be approved in the 2013 Bus Stop and Shelter maintenance operating budget to change existing transit stops to support the recommended revised route structure;
- k) That effective January 2, 2013 the complement of Dispatch/Scheduler Supervisors be amended converting 2 part-time positions to full-time with the number of part-time positions reduced from the existing 7 to 5;
- l) That effective March 1, 2013 a new full-time Transit Operations Supervisor-Projects Co-ordinator position be created;
- m) That Capital Budget Item 5-11.02 "Transit Buses" be adjusted to reflect the purchase of 2 additional forty foot low-entry fully accessible transit buses bringing the total purchase to 6 buses funds for which will come from the Transit Capital Reserve;
- n) That Capital Budget Item 5-11.02 "Transit Buses" be adjusted to reflect the purchase of one small low-floor fully accessible transit bus to initiate the North Community Bus service funds for which will come from the Transit Capital Reserve; and
- o) That the approved 2012 Capital Budget (Item 5-11.03 "Buses for Persons with Disabilities") for the purchase of 2 low-floor purpose built buses for the Handi-Van service be altered to purchase 6 high-floor lift-equipped vans as immediate replacement vehicles for existing aged Handi-Van buses with no additional funding.

"CARRIED"

Moved by Councillor Juby

**That the \$25,000 grant to the Agriculture Society be held in contingency until a staff report on the progress of negotiations is presented to Council for consideration.**

"CARRIED"

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**Director of Community Services**  
**Report CSD12-033**  
**Update on the Low-flow Toilet Replacement Rebate Pilot Program**

Moved by Councillor Juby

**That the report be received for information.**

“CARRIED”

**Director of Community Services**  
**Report CSSS12-010**  
**Discretionary Benefit Funding Report**

Moved by Councillor Pappas

That Report CSSS12-010 be referred to the February Committee of the Whole meeting to permit discussions by the Mayor and Chair of Budget Committee with MPP Leal regarding funding, and

That the Discretionary Benefits and Community Start-up and Maintenance be continued at 2012 levels.

“LOST”



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Moved by Councillor Hall

- a) That Schedule A of the current Discretionary Policy effective January 1, 2013 be restricted to the following health related benefits: adult basic dental, hearing aids, adult vision care, prosthetic appliances and the mandated costs required of the municipality to dispose of an unclaimed body, and
- b) That the OW Administrator be delegated the authority to revise the specific dollar value of items contained within Schedule A of the Discretionary Benefit policy, increase eligibility wait times and provide benefits on time limited basis through the year, as necessary to remain within annual approved budget, and

Budget Committee added the following:

- c) That the City of Peterborough strongly urges the Province of Ontario to reverse their decision regarding discretionary benefits.

“LOST”

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Moved by Councillor Vass

- a) **That Council approve the following recommendations:**
- i) **That the City and County continue to fund discretionary benefits at the status quo as set out in Schedule A until April 30, 2013 at a cost of \$294,598 for the City and \$25,788 for the county;**
  - ii) **That the province be requested to reverse their decision regarding discretionary benefits; and**
  - iii) **That the City and County continue to work with local organizations to find a local discretionary benefits solution; and**
  - iv) **That the province incurs the costs associated with the City and County maintaining the status quo to fund discretionary benefits to April 30, 2013 and that in the interim, the costs be charged to reserve funds as a last resort.**
- b) **That the OW administrator be delegated the authority to revise specific dollar value of items contained within Schedule A of the Discretionary Benefits policy, increase eligibility wait times and to provide benefits on a time limited basis throughout the year, as necessary to remain within annual approved budgets.**

Moved by Councillor Juby

**That the question be put.**

**"CARRIED"**

Upon the motion by Councillor Vass, the motion passed.

Meeting recessed at 8:38 p.m. Meeting reconvened at 8:49 p.m.

Moved by Councillor Beamer

**That a report be prepared to examine the feasibility of working with community organizations and agencies to assist in filling gaps in the Discretionary Benefits.**

**"CARRIED"**

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**Director of Planning & Development Services**  
**Report PLBD12-001**  
**A New By-law Enforcement Model for the City**

Moved by Councillor Pappas

**That Report PLBD12-001 outlining a new By-law Enforcement model for the City and which provides additional justification for the By-law Enforcement Services Coordinator Position reflected in the Draft 2013 Operating Budget be received.**

**“CARRIED”**

Moved by Councillor Riel

**That the 2013 Peterborough Green-Up budget of \$159,426.00, as presented on page 88 of the 2013 Budget Highlights Book, be amended to include an additional \$25,000.00 for a total 2013 budget of \$184,426.00 and that the amount be funded from 2013 General Contingency provision.**

**“CARRIED”**

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**Director of Corporate Services  
Director of Community Services  
Report CPFS12-093  
Rogers Cove Accessibility Water Play Park 2013 Budget Amendment**

Moved by Councillor Riel

That Council approve the recommendations outlined in Report CPFS12-093, dated November 27, 2012, of the Director of Corporate Services and the Director of Community Services, as follows:

- a) That the Rogers Cove Accessibility Water Play Park Capital Project (Project 6-7.01) shown on page 92 of the 2013 Highlights Book and pages 462-463 of the 2013-2022 Capital Budget Details Book be amended, as set out in Appendix B to Report CPFS12-093, to increase the 2013 budget by \$100,000 from \$200,000 to \$300,000;
- b) That the Recreation Facility Mapping (Project 6-1.06) shown on page 99 of the 2013 Highlights Book and pages 388-389 of the 2013-2022 Capital Budget Details Book be amended, as set out in Appendix B to Report CPFS12-093, to reflect a deferral of the 2013 budget amount of \$100,000 to 2014.

“CARRIED”

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**Director of Community Services  
Report CSSS12-011  
Beyond the Budget – Additional Requests for 2013**

Moved by Councillor Vass

- a) That the Social Services Budget Backgrounder report be received for information;
- b) That the homemaker's program budget be expanded to \$100,000 per year. The additional budget request (below the line) would be \$69,508, \$55,606 from the Province, \$2,780 from the County and the remaining City portion \$11,122 to be taken from the Social Services reserve.
- c) That staff be directed to explore partnerships with other agencies such as Community Care.

Budget Committee added the following:

- d) That an agreement be entered into with the province of Ontario to ensure that the City of Peterborough funding is contingent on provincial funding.

"CARRIED"

Moved by Mayor Bennett

**That this meeting of Budget Committee recess at 9:54 p.m. until Wednesday, November 28, 2012 at 5:00 p.m.**

"CARRIED"

Natalie Garnett  
Deputy Clerk

Councillor Clarke  
Chair

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Budget Committee reconvened at 5:00 p.m. Wednesday November 28, 2012 in the Council Chambers.

**Director of Corporate Services**  
**Report CPFS12-090**  
**2013 Budgets for Outside Agencies and Boards**

John Butler, Director of Finance/Treasurer, Bob English, Chief of Paramedics and Gary King, Chief Administrative Officer for the County of Peterborough made a presentation.

Tom Sayer, Board Chair of the Greater Peterborough Area Economic Development Corporation made a presentation.

Councillors Pappas and Juby left the meeting at 7:08 p.m. and returned at 7:10 p.m.

Andy Sharpe, Chairman, Board of Health, and Brent Woodford, Director of Corporate Services, Peterborough County, City Health Unit made a presentation.

Moved by Councillor Parnell

**That presentations and budget details presented to the November 28, 2012 Budget Committee by the Greater Peterborough Area Economic Development Corporation, the County of Peterborough Emergency Management Services, and the Peterborough County-City Health Unit be received.**

“CARRIED”

Councillor Doris withdrew his motion in Report CPFS12-087, 2013 Draft Budget that reads as follows: “That the recommendations contained in Appendix A of this report be moved for the purpose of discussion”

Moved by Councillor Doris

**That the recommendations contained in Appendix A of Report CPFS12-087 be approved.**

“CARRIED”

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**Other Business**

There was no Other Business.

Councillor Clarke indicated that the Budget Committee meeting for Thursday November 29, 2012 is canceled.

**Adjournment**

Moved by Mayor Bennett

**That this meeting of the Budget Committee adjourn at 7:28 p.m.**

"CARRIED"

John Kennedy  
City Clerk

Councillor Clarke  
Chair