



**Budget Committee Minutes
City Of Peterborough
June 21, 2011
Draft Minutes, Not Approved**

Minutes of a Special Meeting of Budget Committee Held on June 21, 2011, in the Council Chambers, City Hall

The Budget Committee meeting was called to order at 6:30 p.m. in the Council Chambers.

Roll Call:

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

Absent:

Councillor Pappas
Councillor Vass

Disclosure of Pecuniary Interest

There were no declarations of pecuniary interest.

**Director of Corporate Services
Report CPFS11-022
2012 and Future Budget Guidelines**

Moved by Mayor Bennett

That Budget Committee approve the recommendations outlined in Report CPFS11-022, dated June 21, 2011, of the Director of Corporate Services, as follows:

Budget Committee Minutes
Meeting Of June 21, 2011
Page 2

- a) That all the items included in Table 1 of Report CPFS11-005, dated May 3, 2011, attached as Appendix A, being the estimated factors required due to legislated or Council approved service delivery enhancements or required to maintain the 2011 levels of service, be included in the Draft 2012 Operating Budget.
- b) That Councillor Clarke, as Chairman of the Budget Committee, review the Council Members Remuneration Policy and make recommendations for Council Remuneration.
- c) That the 2012 Airport Capital Budget include a \$100,000 provision for marketing for the years 2012 to 2014 inclusive.
- d) That, during the 2012 Budget process, staff review all user fees, taking any cost increases into consideration and, where appropriate, include any user fee increases in the 2012 Draft Budget.
- e) That the 2012 Draft Operating Budget include a 5% increase in the combined tax supported debt charge and base Capital Levy provision as a means of providing more Capital Levy to support the 2012 Capital budget requirements.
- f) That the 2012 Draft Budget include no new full-time staff positions unless the position is required to deliver new services that are mandated by legislation or it can be clearly demonstrated through a business plan that the position can generate sufficient revenues or cost reductions to cover its salary and benefits.
- g) That staff communicate to the City's agencies, boards and commissions, that City Council requests that their 2012 budget request include no new full time staff positions unless the position is required to deliver new services that are mandated by legislation or it can be clearly demonstrated through a business plan that the position can generate sufficient revenues or cost reductions to cover its salary and benefits.
- h) That the Chief Administrative Officer's authority be expanded to increase or decrease permanent staff levels, in-year after budget approval, that can be accommodated within the City's overall approved budget.
- i) That, as part of the 2012 and future years' budget process, staff identify areas to improve staff efficiencies, through work/job flexibility, multi-tasking, retraining and the use of technology.

Budget Committee Minutes
Meeting Of June 21, 2011
Page 3

- j) That, during 2012, the Chief Administrative Officer informs the County CAO and the GPAEDC President and Board that City intends to request a review of the GPA EDC agreement prior to December 31, 2012 with a view to ensuring its efforts are focused on the attraction of investors and creation of jobs.
- k) That, as part of 2012 and future years' budget process, staff undertake a review of all City facilities with a view to identifying opportunities for the imposition of a cost recovery model.
- l) That, as part of 2012 and future years' budget process, staff consider alternate service delivery methods.
- m) That the 2012 Draft Budget include the Tax Ratio Reduction Program for the Commercial and Industrial Classes but not the Multi-residential Class.
- n) That as part of the 2012 budget process, staff consider drawing on the City's Reserve and Reserve Funds, where feasible, to reduce the 2012 tax levy requirements.
- o) That staff prepare a 2012 Draft Operating Budget that reflects an All-Inclusive (Combined municipal, education and sewer surcharge) percentage increase for a property in the residential class of no more than 2.5%.

Moved by Councillor Doris

That item h) be deleted.

"LOST"

Moved by Councillor Hall

That the all-inclusive percentage increase for a property in the residential class identified in item o) be reduced from 2.5 % to 1.5%.

"LOST"

Budget Committee Minutes
Meeting Of June 21, 2011
Page 4

Moved by Councillor Hall

That item g) be amended by deleting the phrase as follows:

Unless the position is required to deliver new services that are mandated by legislation or it can be clearly demonstrated through a business plan that the position can generate sufficient revenues or cost reductions to cover its salary and benefits.

“WITHDRAWN”

Upon the main motion by Mayor Bennett, the motion carried.

Adjournment

Moved by Mayor Bennett

That this meeting of Budget Committee adjourn at 8:10 p.m.

“CARRIED”

John Kennedy
Deputy City Clerk

Councillor H. Clarke
Chair