



City of  
Peterborough

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**TO:** Members of the Budget Committee

**FROM:** Sandra Clancy, Director of Corporate Services

**MEETING DATE:** November 28, 2011

**SUBJECT:** Report CPFS11-048  
2012 Budgets for Outside Agencies and Boards

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## **PURPOSE**

A Report to inform Council that the Tuesday, November 29, 2011, 5:00 pm Budget Committee Meeting has been reserved to review the 2012 Budget submissions of the Peterborough Lakefield Community Police Services, the Greater Peterborough Area Economic Development Corporation (GPAEDC), the County of Peterborough Emergency Management Services (EMS), the Otonabee Region Conservation Authority (ORCA), the County City Health Unit (CCHU) and Fairhaven Long Term Care Home.

## **RECOMMENDATION**

That Council approve the recommendation outlined in Report CPFS11-048, dated November 28, 2011, of the Director of Corporate Services as follows:

That presentations and budget details presented to the November 29, 2011 Budget Committee by the Peterborough Lakefield Community Police Services, the Greater Peterborough Area Economic Development Corporation, the County of Peterborough Emergency Management Services, the Otonabee Region Conservation Authority, the County City Health Unit and Fairhaven Long Term Care Home be received.

## **BUDGET AND FINANCIAL IMPLICATIONS**

There are no additional budget and financial implications of the recommendation.

## BACKGROUND

The Budget Committee is scheduled to review the 2012 Draft Budget during the week of November 28, 2011.

Tuesday, November 29, 2011 has been set aside to review the Police, GPAEDC, EMS, ORCA, and CCHU budgets. Representatives from each organization will attend to make a short presentation and to answer questions. After the presentations have been completed the Budget Committee will resume its review.

The 2012 Draft Budget includes high-level summaries of information presented by the boards and agencies. Chart 1 below summarizes the net budgets for each agency or board, for the 2011 and 2012 years, and provides page references to the various 2012 Budget documents.

<b>Chart 1 2012 Operating Budget Submissions for Outside Agencies and Boards</b>						
<b>Service</b>	<b>2011 Approved Budget</b>	<b>2012 Recommended Budget</b>	<b>\$ Difference</b>	<b>% Difference</b>	<b>Budget Document</b>	<b>Page</b>
<b>Police Services</b>	19,091,702	20,703,058	1,611,356	8.4%	Highlights Book	127
					2012 Operating Budget Details	122
<b>GPAEDC</b>	800,663	818,385	17,722	2.2%	Highlights Book	133
					2012 Operating Budget Details	130
					Not Recommended Details	154
<b>EMS</b>	3,709,279	3,828,918	119,639	3.2%	Highlights Book	131
					2012 Operating Budget Details	124
<b>ORCA</b>	606,343	621,029	14,686	2.4%	Highlights Book	132
					2012 Operating Budget Details	126
<b>CCHU</b>	975,737	1,005,009	29,272	3.0%	Highlights Book	132
					2012 Operating Budget Details	128
<b>Total</b>	<b>\$25,183,724</b>	<b>\$26,976,399</b>	<b>\$1,792,675</b>	<b>7.1%</b>		

Additional budget details for each organization are appended to this report through a series of Appendices.

## 2012 Budget Request from GPAEDC Not Recommended

The \$818,385 provision for GPAEDC is an estimated CPI percentage increase of 2.2%, as required by the agreement between the GPAEDC and the City and County of Peterborough.

A further amount of \$114,000, representing \$42,000 for Investment Readiness and \$72,000 for Investment Product Development Packaging and Marketing, has been requested by GPAEDC but is not included in the 2012 Budget being presented.

### **Fairhaven Long Term Care Home also Attending**

In addition to the outside agencies and Boards already identified in the 2012 Draft Operating Budget, representatives from Fairhaven Long Term Care Home (Fairhaven) will also attend November 29, 2011. Fairhaven will be asking the City and County of Peterborough for \$256,000, each year for 10 years, to support their long term capital program. The City's share of the requested \$256,000 for 2012 is two-thirds (2/3) or \$170,667. Future years' request would be indexed by a CPI factor.

The request would be in addition to the \$679,074 already included in the \$5,035,112 tax supported debt charge shown on page 120 of the 2012 Budget Highlights Book. The City provides this to Fairhaven to help pay a portion of the annual debt servicing cost Fairhaven assumed to finance their new building construction.

Further information will be provided by the representatives on November 29, 2011.

### **Motions to receive presentations required**

Unless the Budget Committee wishes to change any of the budget numbers that appear in the 2012 Draft Budget, as summarized in Chart 1, or wishes to provide Fairhaven's request, or requires any other specific action to be taken, a motion to receive each of the respective budget presentations would be appropriate.

Submitted by,

Sandra Clancy  
Director of Corporate Services

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Attachments:

Appendix A: Peterborough Lakefield Community Police Services 2012 Budget

Appendix B: GPAEDC 2012 Budget

Appendix C: EMS 2012 Budget

Appendix D: ORCA 2012 Budget

Appendix E: CCHU 2012 Budget

**Appendix A**  
**Peterborough Lakefield Community**  
**Police Services**  
**2012 Budget**

# CITY OF PETERBOROUGH

## 2012 Operating Budget

Description	2011 Approved	2011 Preliminary Actual	2012 Recommended	Variances 2011 - 2012 Budget	
				Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$
<b>POLICE SERVICES</b>					
Executive	677,636	677,636	744,229	9.8%	66,593
Operations	9,872,337	9,896,947	10,365,478	5.0%	493,141
Administrative Support	3,260,871	3,297,111	3,553,501	9.0%	292,630
Investigative Services	3,893,293	3,903,843	4,400,464	13.0%	507,171
Communications and Technology	2,941,703	2,942,823	3,267,348	11.1%	325,645
	<b>20,645,840</b>	<b>20,718,360</b>	<b>22,331,020</b>	<b>8.2%</b>	<b>1,685,180</b>
<b>Police Services Revenue</b>	<b>1,733,299</b>	<b>1,752,908</b>	<b>1,811,137</b>	<b>4.5%</b>	<b>77,838</b>
<b>NET POLICE SERVICES EXPENDITURE</b>	<b>18,912,541</b>	<b>18,965,452</b>	<b>20,519,883</b>	<b>8.5%</b>	<b>1,607,342</b>
<b>POLICE BOARD</b>					
Police Board Expenses	<b>179,161</b>	<b>179,161</b>	<b>183,175</b>	<b>2.2%</b>	<b>4,014</b>
<b>TOTAL GROSS POLICE SERVICES</b>	<b>20,825,001</b>	<b>20,897,521</b>	<b>22,514,195</b>	<b>8.1%</b>	<b>1,689,194</b>
<b>TOTAL REVENUE POLICE SERVICES</b>	<b>1,733,299</b>	<b>1,752,908</b>	<b>1,811,137</b>	<b>4.5%</b>	<b>77,838</b>
<b>NET COST POLICE SERVICES</b>	<b>19,091,702</b>	<b>19,144,613</b>	<b>20,703,058</b>	<b>8.4%</b>	<b>1,611,356</b>

# CITY OF PETERBOROUGH

## 2012 Operating Budget

Description	2011 Approved	2011 Preliminary Actual	2012 Recommended	Variances 2011 - 2012 Budget	
				Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$
<b>Police Board</b>					
Personnel	76,911	76,911	79,490	3.4%	2,579
Materials, Supplies	12,250	12,250	13,150	7.3%	900
Fees, Debt Charges	80,000	80,000	80,000		
Travelling, Training	10,000	10,000	10,250	2.5%	250
Recoveries			285		285
	<b>179,161</b>	<b>179,161</b>	<b>183,175</b>	<b>2.2%</b>	<b>4,014</b>
<b>NET REQUIREMENT</b>	<b>179,161</b>	<b>179,161</b>	<b>183,175</b>	<b>2.2%</b>	<b>4,014</b>

# CITY OF PETERBOROUGH

## 2012 Operating Budget

Description	2011 Approved	2011 Preliminary Actual	2012 Recommended	Variances 2011 - 2012 Budget	
				Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$
<b>Executive</b>					
Personnel	635,316	635,316	688,709	8.4%	53,393
Materials, Supplies	8,500	8,500	8,500		
Fees, Debt Charges					
Travelling, Training	33,820	33,820	47,020	39.0%	13,200
	<b>677,636</b>	<b>677,636</b>	<b>744,229</b>	<b>9.8%</b>	<b>66,593</b>
<b>NET REQUIREMENT</b>	<b>677,636</b>	<b>677,636</b>	<b>744,229</b>	<b>9.8%</b>	<b>66,593</b>



# CITY OF PETERBOROUGH

## 2012 Operating Budget

Description	2011 Approved	2011 Preliminary Actual	2012 Recommended	Variances 2011 - 2012 Budget	
				Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$
<b>Operations</b>					
Personnel	9,637,197	9,637,197	10,177,838	5.6%	540,641
Contractual	2,000	2,000	2,000		
Materials, Supplies	100,215	106,325	102,715	2.5%	2,500
Repairs, Maintenance	11,900	14,400	11,900		
Fees, Debt Charges					
New Equipment	500	500	500		
Travelling, Training	120,525	136,525	70,525	-41.5%	(50,000)
Recoveries					
	<b>9,872,337</b>	<b>9,896,947</b>	<b>10,365,478</b>	<b>5.0%</b>	<b>493,141</b>
<b>Other Recoveries</b>	<b>525,000</b>	<b>525,000</b>	<b>525,000</b>		
	<b>525,000</b>	<b>525,000</b>	<b>525,000</b>		
<b>NET REQUIREMENT</b>	<b>9,347,337</b>	<b>9,371,947</b>	<b>9,840,478</b>	<b>5.3%</b>	<b>493,141</b>

# CITY OF PETERBOROUGH

## 2012 Operating Budget

Description	2011 Approved	2011 Preliminary Actual	2012 Recommended	Variances 2011 - 2012 Budget	
				Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$
<b>Administrative Support</b>					
Personnel	2,469,380	2,475,080	2,692,683	9.0%	223,303
Contractual	15,750	18,700	27,750	76.2%	12,000
Materials, Supplies	251,470	277,800	255,187	1.5%	3,717
Repairs, Maintenance	421,750	422,750	422,750	0.2%	1,000
Fees and Debt Charges	63,106	63,106	63,106		
Travelling, Training	36,280	36,540	88,590	144.2%	52,310
Recoveries	(6,000)	(6,000)	(6,000)		
Other	9,135	9,135	9,435	3.3%	300
	<b>3,260,871</b>	<b>3,297,111</b>	<b>3,553,501</b>	<b>9.0%</b>	<b>292,630</b>
<b>NET REQUIREMENT</b>	<b>3,260,871</b>	<b>3,297,111</b>	<b>3,553,501</b>	<b>9.0%</b>	<b>292,630</b>

# CITY OF PETERBOROUGH

## 2012 Operating Budget

Description	2011 Approved	2011 Preliminary Actual	2012 Recommended	Variances 2011 - 2012 Budget	
				Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$
<b>Investigative Services</b>					
Personnel	3,836,440	3,841,350	4,290,471	11.8%	454,031
Contractual					
Materials, Supplies	50,843	57,343	57,643	13.4%	6,800
Repairs, Maintenance	2,000	2,000	2,000		
Fees, Debt Charges					
New Equipment	3,500	2,000	2,000	-42.9%	(1,500)
Travelling, Training	510	1,150	48,350	9380.4%	47,840
	<b>3,893,293</b>	<b>3,903,843</b>	<b>4,400,464</b>	<b>13.0%</b>	<b>507,171</b>
<b>Other Recoveries</b>	<b>288,793</b>	<b>305,302</b>	<b>298,153</b>	<b>3.2%</b>	<b>9,360</b>
	<b>288,793</b>	<b>305,302</b>	<b>298,153</b>	<b>3.2%</b>	<b>9,360</b>
<b>NET REQUIREMENT</b>	<b>3,604,500</b>	<b>3,598,541</b>	<b>4,102,311</b>	<b>13.8%</b>	<b>497,811</b>

# CITY OF PETERBOROUGH

## 2012 Operating Budget

Description	2011 Approved	2011 Preliminary Actual	2012 Recommended	Variances 2011 - 2012 Budget	
				Over (Under) 2011 Budget %	Over (Under) 2011 Budget \$
<b>Communications and Technology</b>					
Personnel	2,462,521	2,462,521	2,690,784	9.3%	228,263
Contractual	505,118	506,226	592,885	17.4%	87,767
Materials, Supplies	6,099	6,099	6,099		
Repairs, Maintenance					
Fees and Debt Charges	5,500	5,500	5,500		
Travelling, Training	465	477	10,080	2067.7%	9,615
Recoveries	(38,000)	(38,000)	(38,000)		
	<b>2,941,703</b>	<b>2,942,823</b>	<b>3,267,348</b>	<b>11.1%</b>	<b>325,645</b>
<b>NET REQUIREMENT</b>	<b>2,941,703</b>	<b>2,942,823</b>	<b>3,267,348</b>	<b>11.1%</b>	<b>325,645</b>

# City of Peterborough

## Tangible Capital Budget Summary

2012 to 2015 & Subsequent Years  
(\$000's)

Project Description	Ref	Project Total	Approved Pre-2012	2012								2013		2014		2015		2016		2016 & After	
				TOTAL COSTS	REV	NET COST	CAP LEVY	DEV CHG	DEB	OTHER	TOTAL	NET	TOTAL	NET	TOTAL	NET	TOTAL	NET	TOTAL	NET	
Police Services																					
Various Police Capital Projects	8.01	5,213.3	722.2	441.1	17.0	424.1	424.1					450.0	432.7	450.0	432.7	450.0	432.7	450.0	432.7	2,700.0	2,596.2
Total		5,213.3	722.2	441.1	17.0	424.1	424.1					450.0	432.7	450.0	432.7	450.0	432.7	450.0	432.7	2,700.0	2,596.2

**2012-2021 CAPITAL BUDGET JUSTIFICATION  
TANGIBLE CAPITAL ASSETS**

CAP FORM 1 (TCA)

Department: POLICE

Budget Reference #: 8.01

Division: POLICE

Project Name & Description

Project Detail, Justification & Reference Map

**Various Police Capital Projects**

Asset Description	Qty	Sub-Class 1	Sub-Class 2	Sub-Class 3	Acquis/ Compl date (yyyy/mm)	In-service date (yyyy/mm)	Cost
Police Cruisers	7	Vehicles			2012/02	2012/02	\$247,200
Dell Computers		Machinery & Equipment	Computer Hardware	Desktop Workstation	2012/01	2012/01	\$20,000
CAD Server Lease	3	Machinery & Equipment	Computer Hardware	Servers	2012/04	2012/04	\$7,500
Wireless Infrastructure Phase #1	1	Machinery & Equipment	Computer Hardware	Enterprise	2012/04	2012/04	\$9,300
Uninterrupted Power Supply	12	Machinery & Equipment	Computer Hardware	UPS	2012/01	2012/01	\$14,400
Interview Capture System	1	Machinery & Equipment	Computer Hardware	Enterprise	2012/01	2012/01	\$6,500
New UPS to support above item	1	Machinery & Equipment	Computer Hardware	UPS	2012/01	2012/01	\$1,100
Printers / CIU, Fingerprints, Reports	3	Machinery & Equipment	Computer Hardware	Printers	2012/01	2012/01	\$2,400
Laptop workstations / ERT & Command Post / Redbook Units	17	Machinery & Equipment	Computer Hardware	Laptop workstations	2012/01	2012/01	\$8,500
Blackberry Units & Security cards	100	Machinery & Equipment	Computer Hardware	Blackberrys	2012/01	2012/01	\$30,000
Card reader keyboard units	40	Machinery & Equipment	Computer Hardware	Enterprise	2012/01	2012/01	\$2,000
Desktop Workstation / Forensics, Training, Media, Comm. Svcs.(2)	5	Machinery & Equipment	Computer Hardware	Desktop Workstation	2012/01	2012/01	\$15,000
Forensic CAD Server	1	Machinery & Equipment	Computer Hardware	Server	2012/01	2012/01	\$20,000
CID DVD Copier	1	Machinery & Equipment	Computer Hardware	MFD	2012/01	2012/01	\$800
911 capture unit off site backup	1	Machinery & Equipment	Computer Hardware	911 system	2012/01	2012/01	\$4,100
Upgrade firewall & anti virus security	1	Machinery & Equipment	Computer Software	Enterprise	2012/01	2012/01	\$3,000
GPS Integration software	1	Machinery & Equipment	Computer Software	Enterprise	2012/01	2012/01	\$4,000
Forensic & traffic CDR software	2	Machinery & Equipment	Computer Software	Enterprise	2012/01	2012/01	\$6,800
Security cameras & capture unit	1	Machinery & Equipment	Office Furniture & Equip	Audio Visual	2012/01	2012/01	\$18,000
Air Controller Units 911 Centre	3	Machinery & Equipment	Office Furniture & Equip		2012/01	2012/01	\$3,000
Upgrade SL1 phone switch 4yr lease	1	Machinery & Equipment	Communications Equip	Telephone	2012/01	2012/01	\$12,000
Upgrade CAD mapping for dispatch	1	Machinery & Equipment	Communications Equip	Enterprise	2012/01	2012/01	\$1,500
Replace headsets & adapters	20	Machinery & Equipment	Communications Equip	Telephone	2012/01	2012/01	\$4,200
TOTAL							\$441,100

# City of Peterborough

## Tangible Capital Assets

### Ten Year Capital Budget Estimates

2012-2021 & Subsequent Years  
(\$000's)

(1)	Project Total	Approved Pre-2012	REQUESTED										2022 to 2036
			2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	
DEPARTMENT		Protective Services											
DIVISION/ACTIVITY		Police											
PROJECT DESCRIPTION		Various Police Capital Projects											
PROJECT #		8.01											
EXPENDITURES													
CONTRACTUAL SERVICES	5,213.3	722.2	441.1	450.0	450.0	450.0	450.0	450.0	450.0	450.0	450.0	450.0	
	5,213.3	722.2	441.1	450.0	450.0	450.0	450.0	450.0	450.0	450.0	450.0	450.0	
DIRECT REVENUE													
SUBSIDIES													
OTHER - Township of Smith-Ennismore-Lakefield	201.3	28.6	17.0	17.3	17.3	17.3	17.3	17.3	17.3	17.3	17.3	17.3	
	201.3	28.6	17.0	17.3	17.3	17.3	17.3	17.3	17.3	17.3	17.3	17.3	
NET REQUIREMENTS	5,012.0	693.6	424.1	432.7	432.7	432.7	432.7	432.7	432.7	432.7	432.7	432.7	
To be financed from													
DEBENTURES													
OWNERS' SHARE													
CITY'S - TAX SUPPORTED													
CITY'S - SEWER SURCHARGE													
CITY'S - INDUSTRIAL LAND													
DEVELOPMENT CHARGE RESERVE FUND - Police	37.0	37.0											
OTHER REVENUE													
CAPITAL LEVY	4,975.0	656.6	424.1	432.7	432.7	432.7	432.7	432.7	432.7	432.7	432.7	432.7	

# City of Peterborough

## Other Capital Budget Summary

2012 to 2015 & Subsequent Years  
(\$000's)

Project Description	Ref	Project Total	Approved Pre-2012	2012							2013		2014		2015		2016 & After	
				TOTAL		NET	CAP	DEV										
				COSTS	REV	COST	LEVY	CHG	DEB	OTHER	TOTAL	NET	TOTAL	NET	TOTAL	NET	TOTAL	NET
Police Services																		
Police Service Business Plan	8.02	160.0		45.0		45.0				45.0					45.0	45.0	90.0	90.0
Total		180.0		45.0		45.0				45.0					45.0	45.0	90.0	90.0



**2012-2021 CAPITAL BUDGET JUSTIFICATION  
OTHER ASSETS**

CAP FORM 1 (OTHER)

Department: POLICE SERVICES

Budget Reference #: 8.02

Division: POLICE SERVICES BOARD

**Project Name & Description**

**Police Services Business Plan**

**Commitments Made**

A Police Board's mandate is legislated by the *Police Services Act* and can be summarized as being responsible for the provision of adequate and effective police services in Municipalities. The Business Plan for the period 2010 to 2012 was presented to Committee of the Whole on March 15, 2010.

**Effects on Future Operating Budgets**

The Police Services Board operating budget includes an annual contribution of \$15,000 to the Business Plan Reserve to fund a \$45,000 Business Plan every three years.

**Project Detail, Justification & Reference Map**

The Business Plan is mandated by section 30 of the Adequacy and Effectiveness Regulation (O.Reg. 3/99) of the *Police Services Act*. The Board must prepare a new Business Plan every three (3) years.

A Business Plan consists of a regular review of programs, policies, organization and finances with community participation and expert, independent outside advice. The process of developing a Business Plan includes both internal and external focus groups and interviews.

For the 2010-2012 Business Plan, members of the Police Service were fully engaged in the process, as were Peterborough City Councilors, Smith-Ennismore-Lakefield Council, the Crown Attorney, City staff, members of the Downtown Business Improvement Area and the Police Services Board.

The business plan assists the Chief of Police as well as the Board in identifying levels of satisfaction, areas of concern and the future expectations of the public in the Peterborough Lakefield community. The process has been fundamental in thinking about the staffing, resources, and organizational arrangements needed to meet present and future demands of the Police Service.

The funds in 2012 will be utilized to fund the consultation, preparation and printing of the next plan for 2013-2015.

# City of Peterborough

## Other Capital Assets

### Ten Year Capital Budget Estimates

2012-2021 & Subsequent Years  
(\$000's)

(1)		Project Total	Approved Pre-2012	REQUESTED										2022 to 2036
DEPARTMENT				2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	
Protective Services														
DIVISION/ACTIVITY	Police													
PROJECT DESCRIPTION	Police Service Business Plan													
PROJECT #	8.02													
EXPENDITURES														
CONTRACTUAL SERVICES		180.0		45.0			45.0			45.0			45.0	
		180.0		45.0			45.0			45.0			45.0	
DIRECT REVENUE														
SUBSIDIES														
OTHER														
NET REQUIREMENTS		180.0		45.0			45.0			45.0			45.0	
To be financed from														
DEBENTURES														
OWNERS' SHARE														
CITY'S - TAX SUPPORTED														
CITY'S - SEWER SURCHARGE														
CITY'S - INDUSTRIAL LAND														
DEVELOPMENT CHARGE RESERVE FUND - Gen Gov														
OTHER REVENUE - Business Plan Reserve		180.0		45.0			45.0			45.0			45.0	
CAPITAL LEVY														

# **Appendix B GPAEDC 2012 Budget**

## 2012 BUDGET SUMMARY

Description	2011 Budget	2012 Projected Budget	Notes
<b>REVENUE</b>			
City (annual base contribution)	800,663	818,385	795,000 + 2.3% , and 5,100
County (annual base contribution)	647,982	662,886	647,982 + 2.3%
City (misc. project contribution/other)	0	0	
County (misc. project contribution/other)	12,850	0	
Federal	1,384,383	64,545	
Provincial	1,483,420	375,250	
Advertising/Promotion	113,250	135,339	
Membership/Donation	46,277	27,500	
Miscellaneous	82,800		
Cluster Revenue	50,000	50,000	
<b>TOTAL REVENUE</b>	<b>4,621,625</b>	<b>2,133,905</b>	
<b>EXPENSES</b>			
GPA EDC Remuneration	1,341,406	1,187,017	
GPA EDC Programming	2,860,108	582,080	
GPA EDC ADMIN	341,111	279,808	
Cost of Sales	79,000	85,000	
<b>TOTAL EXPENSE</b>	<b>4,621,625</b>	<b>2,133,905</b>	
<b>DIFFERENCE +/-</b>	<b>0</b>	<b>0</b>	
<b>Special Projects Incremental Budget Request</b>			
<b>1. Investment Readiness Total \$50,000</b>		<b>42,000</b>	City Contribution
• Labour Force and Industrial Inventory Plan for competitive strategies		28,000	County Contribution
<b>2. Investment Product Development</b>			
<b>Packaging and Marketing Total: \$120,000</b>		<b>72,000</b>	City Contribution
• Invest Peterborough		48,000	County Contribution
• Airport/Aerospace			
• Creative industries			
• Medical Campus/Health and Wellness			
• Water Industries			
• Energy industries			
<b>TOTAL Incremental Ask from the City</b>	<b>0</b>	<b>114,000</b>	
<b>Note: The incremental ask is for projects that will help get the GPA in a better position to attract job creation investment.</b>			
<b>Funds do not exist in the core budget. This is an ask over and above the core budget.</b>			
<b>Total ask for the City is \$114,000/County \$76,000</b>			

# **Appendix C EMS 2012 Budget**

The County of Peterborough  
Joint Services Steering Committee

To: Chair and Members of Committee  
From: John Butler, Director of Finance/Treasurer  
Date: October 13, 2011

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**Subject: Preliminary 2012 Budget – Emergency Medical Service (EMS)**

**Recommendation:**

That the Joint Services Steering Committee recommend the preliminary 2012 EMS budget to the City of Peterborough for budget deliberations and that the County of Peterborough receive the budget as information as the County of Peterborough's budget process is on-going and will not be finalized until 2012.

**Financial Impact:**

**Preliminary 2012 Tax Requirement proposal for the County and City of Peterborough with regard to EMS:**

	2011 Tax Requirement	2012 Tax Requirement	\$Change	%Change
County	\$2,881,429	\$2,974,366	\$ 92,937	3.23%
City	\$3,709,279	\$3,828,918	\$119,639	3.23%

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**Background/Analysis:**

The County of Peterborough's EMS departmental budget provided in this report is to be considered preliminary. The draft EMS budget is not expected to be completed until January 2012 and there will be on-going discussions up to that time. The attached preliminary budget includes provincial funding commensurate with the Ministry of Health and Long Term Care (MOHLTC) approved amount for 2011. We are following up with the MOHLTC to determine what our actual funding level for 2012 will be, however a response is not anticipated until December of 2011 at the earliest.

Reserve contributions and allowances have been calculated in compliance with the revised MOHLTC reporting standards as released by the MOHLTC in 2010. The Ministry's revised reporting and recording standards were developed to reflect the amended Public Sector Accounting Board (PSAB) guidelines which came into effect at the end of 2009 and apply to all fiscal years ended 2009 and forward. The MOHLTC is still reviewing some of the transitional issues brought to their attention by the Eastern Ontario Warden's Caucus Treasurer's group relating to the implementation of the new PSAB reporting standards. At this time however, there is insufficient information to predict an outcome. We are hopeful that there will be some financial relief to Municipalities from the Ministry's review. Estimates and provisions have therefore been calculated based on the best information available at this time.

Preliminary numbers include the 2012 increased Ontario Municipal Employee Retirement System (OMERS) contribution rates, an increase of .9% on wages up to the CPP maximum earnings cap and a 2.1% increase on wages above the CPP maximum earnings cap. This represents a significant and unavoidable additional cost. Our calculations indicate that this may add up to \$78,000 to the cost of operating the service in 2012.

The main contributing factor to the proposed budgetary increase for 2012 is wages and benefits. This accounts for an estimated \$618,000 of the increase in gross costs. Included in this figure are estimated wage increases arising from collective agreement negotiations, projections for possible non-union increases, known increases to benefits costs, revised estimate of paramedic part time hours required (including the extension of the Buckhorn day car to operate from May 25<sup>th</sup> to October 10<sup>th</sup>, 2012), and a new Commander position (as advised by the 'recommended best practices' provided by the Ministry's service review team). The proposed Commander position has been calculated to be phased in over the later 6 months of 2012 and carries an estimated incremental cost of \$74,500 (includes estimated wage and benefits). The total wage and benefit increases calculated for this report are inclusive of the OMERS increase as stated above.

Part of the proposed 2012 budget is a provision to operate and maintain the Public Access Defibrillation Program (PAD). PAD was undertaken with the support of the Ontario Heart & Stroke Foundation and saw the installation of Public Access Defibrillators in approximately 54 sites around the City and County of Peterborough. It is estimated that the incremental cost to the service to maintain the program in 2012 will be \$10,000.

There are three ambulances scheduled for replacement in 2012. The new units will be funded 100% from the County/City Shared equipment reserve. As two units were replaced in 2011, the increase to gross expenditures due to vehicle replacements is \$145,000; this increase however, bears no impact on either the County or City in-year funding requirement.

While the gross costs for the service in 2012 are proposed to increase by 6.36% over the 2011 budget, the proposed funding requirement from the City and County has been held to an increase of 3.23%. This may be primarily attributed to two main factors: firstly, an additional ambulance being replaced over the two replaced in 2011, thus increasing the gross cost by \$145,000, while funded 100% from the joint equipment reserve, and secondly, notification from the Province of our approved 2011 funding level up to \$465,224 higher than their 2010 funding commitment.

Further budgetary details are provided for your review in Appendix A – EMS 2012 Preliminary Budget, attached to this report.

While there are numerous pressures driving the various financial elements of the EMS service in 2012, senior management and staff remain dedicated to ensuring that the County and City of Peterborough enjoy the highest standard of performance provided both professionally and cost effectively.

Further details will be released as the County's 2012 budget process moves forward to completion.

Respectfully submitted,

*Original signed by*

John Butler  
Director of Finance/Treasurer  
County of Peterborough

Appendix A:  
EMS 2012 Preliminary Budget Proposal



# **APPENDIX A: EMS 2012 Preliminary Budget**

## **COUNTY / CITY OF PETERBOROUGH EMERGENCY MEDICAL SERVICES PRELIMINARY 2012 BUDGET**

REVENUES:	BUDGET 2011	BUDGET 2012	BUDGET \$ CHANGE	BUDGET % CHANGE	LINE ITEM COMMENT
COUNTY TAX REQUIREMENT - EMS	\$ (2,881,429)	\$ (2,974,366)	\$ (92,937)	3.23%	Population split based on 2006 census (56.28% City/43.72% County)
CONTRIB. FROM RES - CAPITAL - SHARED	\$ (260,000)	\$ (405,000)	\$ (145,000)	55.77%	Replacement of three ambulances @ \$135,000 ea. (\$5K per unit increase over the 2 units replaced in 2011)
CONTRIB. FROM RES - LSR (county)	\$ (13,000)	\$ -	\$ 13,000	-100.00%	
CITY OF PETERBOROUGH - AMBULANCE	\$ (3,709,279)	\$ (3,828,918)	\$ (119,639)	3.23%	Population split based on 2006 census (56.28% City/43.72% County)
PROVINCE AMBULANCE	\$ (5,681,342)	\$ (6,146,566)	\$ (465,224)	8.19%	Estimated at final approved 2011 grant level. Revised grant amount announced subsequent to 2011 budget approval date. Actual 2012 grant has not been announced.
OFF LOAD NURSE FUNDING	\$ (262,809)	\$ (262,809)	\$ -	0.00%	Budgeted at 100% of estimated cost
EMS - RECOVERIES/REFUNDS	\$ (29,000)	\$ (35,500)	\$ (6,500)	22.41%	Estimated gain on disposal of 3 ambulances plus services provided on a charge out basis.
<b>TOTAL REVENUES</b>	<b>\$ (12,836,859)</b>	<b>\$ (13,653,159)</b>	<b>\$ (816,300)</b>	<b>6.36%</b>	
<b>EXPENDITURES:</b>					
ADMINISTRATION	\$ 2,091,699	\$ 2,256,559	\$ 164,860	7.88%	Chief, Deputy Chief, Commander phased in over 1/2 of 2012, 6 x Supervisors + P/T Supervisors to cover F/T Supervisor's Vac/Stat/Sick hours + 2 F/T admin assistants, plus general administration non wage costs. Budget includes an estimated wage increases, .9% increase in the Ontario Municipal Employee Retirement System (OMERS) contribution rate up to the CPP earnings limit and 2.1% increase above the limit, legal costs, software licensing renewals, maintenance of Public Access Defibrillation Program, and IT non capital equipment costs.
PARAMEDIC COSTS	\$ 8,132,400	\$ 8,656,600	\$ 524,200	6.45%	41 F/T Primary Care Paramedics (PCP), 15 Advanced Care Paramedics (ACP), estimated P/T hours (Split of 90% PCP - 10% ACP). Includes a .9% increase in the Ontario Municipal Employee Retirement System (OMERS) contribution rate up to the CPP earnings limit and 2.1% contribution increase above the limit. Also includes: recruitment costs, cell phones, uniforms, training costs, health and safety supplies, and internet services.
VEHICLES/INSURANCE	\$ 1,116,615	\$ 1,281,000	\$ 164,385	14.72%	Replacement of three ambulances at an incremental cost of \$145,000 over 2011, estimated fuel consumption and maintenance costs (slightly reduced from 2011) and an increase in vehicle and malpractice insurance costs (approx. 3.5%).
PATIENT CARE EQUIPMENT & SUPPLIES	\$ 560,100	\$ 584,100	\$ 24,000	4.28%	There are no patient care capital acquisitions scheduled for 2012 - the increase is driven by increased cost for drugs and both disposable and non-disposable medical equipment. This is offset by an anticipated reduction in equipment maintenance costs and pandemic supplies.
CROSS BORDER BILLINGS	\$ 100,000	\$ 50,000	\$ (50,000)	-50.00%	
FACILITY EXPENDITURES	\$ 836,045	\$ 824,900	\$ (11,145)	-1.33%	Costs estimated based on cost trends from previous years and anticipated price assumptions.
<b>TOTAL EXPENDITURES</b>	<b>\$ 12,836,859</b>	<b>\$ 13,653,159</b>	<b>\$ 816,300</b>	<b>6.36%</b>	

# **Appendix D ORCA 2012 Budget**

**Otonabee Region Conservation Authority  
Proposed General Levy Apportionment - 2012**

Municipality	CVA Based Apportionment % 2011	Approved Operations Levy Apportionment 2011	Approved Capital Levy Apportionment 2011	Total - 2011	2011 Special Levies (Capital)	CVA Based Apportionment % 2012	Proposed Operations Levy Apportionment 2012	Proposed Capital Levy Apportionment 2012	Total - 2012	2012 Total Proposed Levy Increase	2012 Proposed Special Levies (Capital)	% increase by Municipality
Asphodel-Norwood	2.4295	\$ 22,160	\$ 2,296	\$ 24,456		2.4240	\$ 22,627	\$ 2,291	\$ 24,918	\$ 462		1.89%
Cavan-Monaghan	6.4789	\$ 59,094	\$ 6,123	\$ 65,217	\$ 25,000	6.4909	\$ 60,590	\$ 6,134	\$ 66,724	\$ 1,507	\$ 25,000	2.31%
City of Kawartha Lakes	0.6772	\$ 6,177	\$ 640	\$ 6,817		0.6745	\$ 6,297	\$ 637	\$ 6,934	\$ 117		1.72%
City of Peterborough	60.2365	\$ 549,420	\$ 56,923	\$ 606,343		60.4138	\$ 563,938	\$ 57,091	\$ 621,029	\$ 14,686		2.42%
Douro-Dummer	7.4769	\$ 68,197	\$ 7,066	\$ 75,263		7.4576	\$ 69,614	\$ 7,047	\$ 76,661	\$ 1,398		1.86%
Otonabee-South Monaghan	5.0039	\$ 45,641	\$ 4,729	\$ 50,370		4.9200	\$ 45,926	\$ 4,649	\$ 50,575	\$ 205		0.41%
Smith - Ennismore - Lakefield	17.6079	\$ 160,603	\$ 16,639	\$ 177,242		17.5301	\$ 163,636	\$ 16,566	\$ 180,202	\$ 2,960		1.67%
Trent Hills	0.0892	\$ 813	\$ 84	\$ 897		0.0891	\$ 833	\$ 85	\$ 918	\$ 20		2.23%
<b>TOTAL</b>	<b>100.00</b>	<b>\$ 912,105</b>	<b>\$ 94,500</b>	<b>\$ 1,006,605</b>	<b>\$ 25,000</b>	<b>100.00</b>	<b>\$ 933,460</b>	<b>\$ 94,500</b>	<b>\$ 1,027,960</b>	<b>\$ 21,355</b>	<b>\$ 25,000</b>	
		<b>\$ 912,105</b>	<b>\$ 94,500</b>	<b>\$ 1,006,605</b>			<b>\$ 933,460</b>	<b>\$ 94,500</b>	<b>\$ 1,027,960</b>	<b>\$ 21,355</b>		<b>2.1%</b>

The Otonabee Region Conservation Authority  
2012 Proposed Operations

Budget

	2011 Budgeted Expenses	2012 Budgeted Expenses	Authority Generated Revenue			Notes
			Provincial Grant	Other Income	Total Authority Generated	
Planning & Regs						
Payroll & Training Costs	383,401	376,480				1 Reduction of Manager's hours to 80%
Maintenance, Supplies & Services	8,340	7,655				
Mileage and Staff Expenses	11,000	8,500				
Professional Services	15,000	40,000				2 GIS and P. Eng services to be outsourced & cost of consultant for planning review
Allocation to reserves	1,500	1,500				
Total	419,241	434,135	69,705	170,000	239,705	
2011 Revenue			59,705	170,000	229,705	
Environmental Services						
Payroll & Training Costs	337,380	273,806				3 reductions due to source water protection
Maintenance, Supplies & Services	43,250	39,250				
Mileage and Staff Expenses	8,100	6,500				
Other Expenses	1,000	-				
Professional Services		5,300				4 GIS services to be outsourced
Other projects & programs	104,445	68,617				5 anticipated reduction of projects in 2012
Taxes & Utilities	6,800	6,500				
Total	500,975	399,973	193,790	65,100	258,890	6 anticipated reduction of SWP/project funding
2011 Revenue			273,187	95,000	368,187	
Land Management						
Payroll & Training Costs	200,480	203,664				
Maintenance, Supplies & Services	43,595	45,095				
Mileage and Staff Expenses	11,200	10,900				
Other Expenses	10,983	12,639				
Professional Services	1,000	3,500				7 GIS services to be outsourced
Other projects & programs	52,000	50,500				
Taxes & Utilities	18,460	18,660				
Total	337,718	344,958		212,800	212,800	
2011 Revenue				197,900	197,900	

The Otonabee Region Conservation Authority  
2012 Proposed Operations  
Budget

	2011 Budgeted Expenses	2012 Budgeted Expenses	Authority Generated Revenue			Notes
			Provincial Grant	Other Income	Total Authority Generated	
Corporate Services						
Payroll & Training Costs	297,962	315,931				8 add'l costs related to placement of CAO in salary range
Maintenance, Supplies & Services	66,200	60,200				9 provision for CAO recruitment costs in 2011
Mileage and Staff Expenses	8,000	8,000				
Other Expenses	71,950	72,850				
Professional Services	7,000	7,000				
Taxes & Utilities	6,350	6,850				
Vehicle Expenses	25,000	28,500				10 add'l lease payments for replacement vehicle
Allocation to reserves	5,000	5,000				11 for vehicle and equipment reserve
	-	-				
Total	487,462	504,331		36,000	36,000	
2011 Revenue				37,500	37,500	
Total Expenses	\$ 1,745,396	\$ 1,683,396				
Less:						
2012 Authority Generated Revenue		747,395	263,495	483,900	747,395	
2011 Authority Generated Revenue	833,292		332,892	500,400	833,292	
Levy Requirement	\$ 912,104	\$ 936,001		2.62%		

Otonabee Region Conservation Authority  
2012 Proposed Capital Budget

	2011 Budgeted Expenses	2012 Budgeted Expenses	Revenue					Notes
			Provincial Grant	Special Levy	Capital Levy from prior years	Other Income	Total	
<b>Environmental Services</b>								
Hope & Lang Dam Safety Review	10,000	-					-	
Lang Dam Deck Design	40,000	40,000			20,000		20,000	
Millbrook Dam EA Process	100,000	100,000	50,000	25,000	25,000		100,000	
Monitoring Network Gauges	15,000	13,000					-	
Squirrel Creek Erosion Control	19,000	25,000			19,000		19,000	
Stop log replacement		16,000					-	
Warsaw Dam Public & Operator Safety	28,000	50,000	25,000		9,000		34,000	
<b>Total Engineering</b>	<b>212,000</b>	<b>244,000</b>	<b>75,000</b>	<b>25,000</b>	<b>73,000</b>	<b>-</b>	<b>173,000</b>	
<b>2011 Revenue</b>			<b>89,000</b>	<b>25,000</b>	<b>64,000</b>		<b>178,000</b>	
<b>Land Management</b>								
Conservation Area Capital Projects	15,000	27,000				20,500	20,500	
Harold Town Property Improvements	3,000	5,000				5,000	5,000	
Hope Mill Building Maintenance	5,600	2,000					-	
Jackson Creek Kiwanis Trail	5,500						-	
Selwyn Shore Wall Rehabilitation	40,000	40,000			40,000		40,000	
WCA Comfort Station Loan Repayment	12,000	25,000				10,000	10,000	
<b>Total Land Management</b>	<b>81,100</b>	<b>99,000</b>	<b>-</b>	<b>-</b>	<b>40,000</b>	<b>35,500</b>	<b>75,500</b>	
<b>2011 Revenue</b>					<b>5,600</b>	<b>15,000</b>	<b>20,600</b>	
<b>Total Expenses</b>	<b>\$ 293,100</b>	<b>\$ 343,000</b>						
<b>Less:</b>								
<b>2011 Revenue</b>		<b>248,500</b>	<b>75,000</b>	<b>25,000</b>	<b>113,000</b>	<b>35,500</b>	<b>248,500</b>	
<b>2010 Revenue</b>	<b>198,600</b>		<b>89,000</b>	<b>25,000</b>	<b>69,600</b>	<b>15,000</b>	<b>198,600</b>	
<b>Levy requirement</b>	<b>\$ 94,500</b>	<b>\$ 94,500</b>	<b>0% increase</b>					

Approved February 24, 2011

# **Appendix E CCHU 2012 Budget**

The City's 2012 budgeted contribution of \$1,005,009, which represents a 3% increase over the 2011 budget amount, is an estimate as the CCHU board has not yet approved a 2012 budget. Once the final 2012 budget is known it is recommended that any adjustments to the City's portion of the CCHU budget be netted against the 2012 general contingency.