

**Budget Committee Report No. 4
Meeting of November 28, 29 and 30, 2016**

To the Council of The City of Peterborough for Consideration at its Meeting held December 12, 2016.

The Budget Committee as a result of its Meeting held on November 28, 29 and 30, 2016 recommends as follows:

- 1. Director of Corporate Services
Report CPFS16-043
Peterborough Health Team 2017 Budget for the Physician
Recruitment Program**

That Council approve the recommendation outlined in Report CPFS16-043, dated November 28, 2016, of the Director of Corporate Services as follows:

That the presentation and budget details presented to the November 29, 2016 Budget Committee by the Peterborough Family Health Team for the 2017 Budget for the Physician Recruitment Program, be received.

- 2. Director of Corporate Services
Report CPFS16-044
2017 Budget for the Otonabee Region Conservation Authority**

That Council approve the recommendations outlined in Report CPFS16-044, dated November 28, 2016, of the Director of Corporate Services as follows:

- a) That the presentation and budget details presented to the November 29, 2016 Budget Committee by the Otonabee Region Conservation Authority, be received.**
- b) That the \$742,690 provision for Otonabee Region Conservation Authority included in the 2017 Draft Operating Budget on page 175 of the 2017 Draft Highlights Book be decreased by \$4,877 to \$737,813 and that the reduction of \$4,877 be transferred to the General Contingency on page 165 of the 2017 Draft Highlights Book.**

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**3. Director of Corporate Services
Report CPFS16-045
2017 Budget for Peterborough Economic Development**

That Council approve the recommendation outlined in Report CPFS16-045, dated November 28, 2016, of the Director of Corporate Services as follows:

That the presentation and budget details presented to the November 29, 2016 Budget Committee by Peterborough Economic Development, be received.

**4. Director of Corporate Services
Report CPFS16-047
2017 Budget for Peterborough Public Health**

That Council approve the recommendation outlined in Report CPFS16-047, dated November 28, 2016, of the Director of Corporate Services as follows:

That the presentation and budget details presented to the November 29, 2016 Budget Committee by Peterborough Public Health, be received.

**5. Director of Corporate Services
Report CPFS16-040
2017 Draft Budget**

- a) That the 2017 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 and charges as set out in Book 2 be adopted as part of 2017 Budget process.
- c) That any unused CAO Budget at the end of 2017 be transferred to the Organizational Development Reserve, subject to the overall year-end position. (Page 23)

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- d) That any unused Peterborough Technology Services Budget, at the end of 2017, be transferred to the Electronic Data Processing (EDP) Reserve, subject to the overall year-end position and that, if actual 2017 costs exceed the 2017 Budget, funds may be drawn from the EDP Reserve. (Page 29)
- e) That any Engineering Overhead surplus be transferred to the Engineering Design and Inspection Reserve, subject to the overall year-end position and that if actual 2017 Engineering costs exceed the Budget, funds may be drawn from the Engineering Design and Inspection Reserve. (Page 55)
- f) That any unused portion of the 2017 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 2017 Winter Control costs exceed the 2017 Budget, funds may be drawn from the Winter Control Reserve. (Page 72)
- g) That any unused Traffic Signal Maintenance Budget at the end of 2017 be transferred to the Traffic Signal Reserve, subject to the overall year-end position and that if the actual 2017 Traffic Signal Maintenance costs exceed the 2017 Budget, funds may be drawn from the Traffic Signal Reserve. (Page 80)
- h) That any surplus funds at the end of 2017 for Market Hall be transferred to the Market Hall Capital Reserve for unanticipated maintenance expenses or small capital improvements. (Page 102)
- i) That any unused Sustainability Budget, at the end of 2017, be transferred to the Sustainability Reserve, subject to the overall year-end position, and that if actual 2017 costs exceed the 2017 Budget, funds may be drawn from the Sustainability Reserve. (Page 102)
- j) That any surplus funds at the end of 2017 for the Peterborough Sport and Wellness Centre be transferred to the PSWC Capital Conservation Reserve for future capital improvements. (Page 106)
- k) That any surplus funds at the end of 2017 for Arenas be transferred to the Arena Equipment Reserve for future equipment purchases. (Page 117)

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- l) That any unused Homelessness net budget at the end of 2017 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 2017 Homelessness costs exceed the 2017 Budget, funds may be drawn from the Reserve. (Page 131)**
- m) That any unused Community Development Program net budget at the end of 2017 be transferred to the Social Services Community Social Plan Joint Reserve for future program development, subject to the overall year-end position and that if actual 2017 Community Development Program costs exceed the 2017 Budget, funds may be drawn from the Reserve. (Page 131)**
- n) That any remaining unused Social Services net budget at the end of 2017 be transferred to the General Assistance Reserve, subject to the overall year-end position and that, if actual 2017 Social Services costs exceed the 2017 Budget, funds may be drawn from the Reserve. (Page 131)**
- o) That any surplus in the 2017 Housing Operating Budget at the end of 2017 be transferred to the Housing Reserve, subject to the overall year-end position and that, if actual 2017 Housing costs exceed the 2017 Budget, funds may be drawn from the Housing Reserve. (Page 149)**
- p) That any surplus in the 2017 Housing Choice Rent Supplement Program at the end of 2017 be transferred to the Housing Choice Rent Supplement Reserve, subject to the overall year-end position and that, if actual 2017 Rent Supplement costs exceed the 2017 Budget, funds may be drawn from the Rent Supplement Reserve. (Page 149)**
- q) That any excess Airport development review fees at the end of 2017 be transferred to the Airport Development Review Reserve for future Airport Development related expenditures and that if the 2017 Airport development review costs exceed the review fees, funds may be drawn from the Airport Development Review Reserve. (Page 153)**
- q1) That any unused Building Inspection Budget at the end of 2017 be transferred to the Building Division Reserve and that, if actual building inspection costs exceed the 2017 Budget, funds may be drawn from the Building Division Reserve. (Page 158)**

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- r) That any adjustment to the City's 2017 requirement for the Municipal Property Assessment Corporation (MPAC), be netted against the City's 2017 General Contingency provision. (Page 163)
- s) That any unused portion of the 2017 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 2017 tax write-off costs exceed the 2017 Budget, funds may be drawn from the Allowance for Doubtful Accounts Reserve. (Page 165)
- t) That any unused Employee Benefits Budget at the end of 2017 be transferred to the Employee Benefits Reserve, subject to the overall year-end position, and that, if actual 2017 employee benefits exceed the 2017 Budget, funds may be drawn from the Employee Benefits Reserve. (Page 165)
- u) That any unused Insurance Budget at the end of 2017 be transferred to the Insurance Reserve, subject to the overall year-end position and that, if actual 2017 insurance costs exceed the 2017 Budget, funds may be drawn from the Insurance Reserve. (Page 165)
- v) That any unused 2017 Contingency Budget at the end of 2017 be transferred to the Capital Levy Reserve to be used for Capital works subject to the overall 2017 year-end position. (Page 165)
- w) That \$102,255 be added to the Police Services Budget and that the amount be funded from the 2017 General Contingency provision. (Page 169)
- x) That any unused Police Services Legal fees Budget at the end of 2017 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 2017 Police legal fees costs exceed the 2017 Budget, funds may be drawn from the Policing Legal Fees Reserve. (Page 169)
- y) That any unused Police Services Budget at the end of 2017 be transferred to the Police Special Projects Reserve, subject to the overall year-end position and approval by City Council and that, if the actual 2017 Police Services costs exceed the 2017 Budget, funds may be drawn from the Police Special Projects Reserve. (Page 169)

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- z) That any adjustments to the City's portion of the 2017 Peterborough County/City Paramedics Services Budget be netted against the 2017 General Contingency provision. (Page 174)**
- aa) That any unused Peterborough County/City Paramedics Services (PCCP) Budget at the end of 2017 be transferred to the PCCP Reserve, subject to the overall year-end position and that, if the actual 2017 PCCP costs exceed the 2017 Budget, funds may be drawn from the PCCP Reserve. (Page 175)**
- bb) That any adjustments to the City's portion of ORCA's 2017 Budget, based on the final approved ORCA Budget, be netted against the City's 2017 general contingency provision. (Page 175)**
- cc) That any adjustments to the City's portion of Peterborough Public Health's 2017 Budget, based on the final approved Peterborough Public Health Budget, be netted against the City's 2017 general contingency provision. (Page 176)**
- dd) That the 2017 budget request, representing the levy required by the Downtown Business Improvement Area of the Corporation of the City of Peterborough during the year 2017 totaling \$304,700, be approved. (Page 181)**
- ee) That the 2017 budget request, representing all sums required by the Village Business Improvement Area of the Corporation of the City of Peterborough during the year 2017 totaling \$16,380, be approved. (Page 182)**
- ff) That any net surplus funds, after the disposition of the recommendations in this report, from 2017 operations in excess of \$100,000 be transferred to the Capital Levy Reserve to be used for Capital works. (Page 184)**
- gg) That a by-law be passed to establish the 2017 tax ratios for each property class as set out in the 2017 Operating Budget. (Page 193)**
- hh) That the 2017 tax rate for farmland awaiting development subclasses be 75% of the residential rate. (Page 194)**
- ii) That a system of graduated tax rates within the Commercial and Industrial classes not be implemented for 2017. (Page 194)**

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- jj) That the capping policy for 2017 for the Multi-residential, Commercial and Industrial classes be as follows: (Page 194)
 - i. Capping be based on a maximum increase of 10% of the previous year's CVA (Current Value Assessment) tax for the eligible property.
 - ii. No capping credit be applied for properties where the required billing adjustment is within \$500 of the properties' CVA tax; affected properties would be billed at their full CVA tax level.
 - iii. That properties that achieved CVA tax in 2016 remain at CVA tax from 2017 forward regardless of how reassessment affects the property.
 - iv. That properties that cross over from the claw back to the capping category or vice versa from 2016 to 2017 be taxed at CVA tax.
 - v. That properties within the Industrial tax class are no longer eligible for the capping program.
 - vi. That properties within the Commercial and Multi-Residential tax classes move towards CVA Tax over a four year phase-out period which commenced in 2016 and will achieve full CVA by 2019.
- kk) That the threshold on the tax level for eligible new construction be 100%. (Page 194)
- ll) 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 194)

6. Councillor's Expense and Professional Development Accounts

That staff provide an information report regarding Councillor's expense and professional development accounts.

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7. Memorial Centre Ice Pad Lighting Project

That if grant funds are not available for the Memorial Centre Ice Pad Lighting Project (page 18 of the Capital Budget Details Book) the money be returned to the Capital Reserve after any expenses associated with the grant submission have been paid.

8. Lansdowne Street West – Spillsbury to Clonsilla Capital Project

That the \$700,000 in funds identified for the 2018 budget year (page 57 of the Budget Highlights Book), for the Lansdowne West - Spillsbury to Clonsilla capital project be pre-committed for 2018.

9. Hiring of Public Works Staff Positions

That the hiring of the public works staff positions (page 214 of the Budget Highlights Book) be deferred as follows:

That the two PW Operator 1 positions scheduled to be hired in January 2017 be deferred until April 2017;

That the two PW Operator 1 positions scheduled to be hired in September 2017 be deferred until November 2017; and,

That the savings of \$50,750 be transferred to contingency.

10. Automatic Traffic Cameras

That City staff provide a report to Council outlining the potential benefits to traffic control and safety as well as the potential capital costs and revenue associated with the introduction of automated traffic cameras as envisioned through the provincial government's recent announcement that it will provide municipalities with the ability to use these systems in School Safety Zones and Community Safety Zones (page 76 of Budget Highlight Book).

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11. Parking Reserves

Staff report back on the future of the uncommitted balance on the Parking Reserve and its potential uses (page 79 of the Budget Highlights Book).

12. Transit Garage Replacement

That capital project 5-11.01, Transit Garage Replacement (page 81 of the Budget Highlights Book), be withdrawn.

13. Current User Fees

That staff provide a report on user fees to determine if the current fee structure is comparable with the fees charged in other communities.

14. Funding Provided for New Canadians

That a letter be sent from the Mayor and Council, addressed to Prime Minister Trudeau, MP Monsef, New Canadian Minister Cowan and MPP Leal inquiring about the level of funding provided for New Canadians, specifically regarding 'month thirteen' assistance.

15. Special Events Coordinator

That the position of Special Events Coordinator, as identified on page 101 of the Budget Highlights Book be removed; and,

That the funds associated with the position in the amount of \$104,600 be moved to General Contingency.

16. Support for Special Events

That staff provide a report on how support can be provided for special events in the community, including the possibility of partnering with Peterborough Economic Development or the realigning of existing staff responsibilities.

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17. Director of Corporate Services
Report CPFS16-050
Peterborough Police Services 2017 Budget

That Council approve the recommendation outlined in Report CPFS16-050, dated November 28, 2016, of the Director of Corporate Services as follows:

That the presentation and budget details presented to the November 29, 2016 Budget Committee by Peterborough Police Services Board, be received.

18. Director of Corporate Services
Report CPFS16-049
Peterborough County/City Paramedics Service 2017 Budget

That Council approve the recommendation outlined in Report CPFS16-049, dated November 28, 2016, of the Director of Corporate Services as follows:

That the presentation and budget details presented to the November 29, 2016 Budget Committee by the Peterborough County/City Paramedics Service, be received.

19. Director of Corporate Services
Report CPFS16-048
Fairhaven 2017 Budget

That Council approve the recommendation outlined in Report CPFS16-048, dated November 28, 2016, of the Director of Corporate Services as follows:

That the presentation and budget details presented to the November 29, 2016 Budget Committee by Fairhaven, be received.

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20. Transit Capital Budget Motion

Inasmuch as the Capital Budget Project 5-11.01 “Transit Garage Replacement” has been withdrawn and that direct revenue in the amount of \$3,310,400 from the Public Transit Infrastructure Fund was intended to provide funding in for this project and that this funding source must now be reallocated among other eligible transit projects, the following is proposed:

- a) Capital Budget Project 5-11.01 Transit Garage Replacement be revised as follows:
 - i) The title be changed to Transit Garage Replacement Site Selection Study;
 - ii) The 2017 funding request be reduced from \$2,430,000 to \$900,000;
 - iii) The 2018 and 2019 funding requests be eliminated; and
 - iv) A 2020 funding request in the amount of \$9,712,500 be added.
- b) Capital Budget Project 5-11.02 Transit Buses be revised as follows:
 - i) That the 2017 funding request be increased from \$1,725,000 to \$2,875,000;
 - ii) That the 2018 funding request be increased from \$1,200,000 to \$2,425,000, and
 - iii) That the 2019 funding request be eliminated
- c) The 2017 funding request for Capital Budget Project 5-11.05 Transit Stop-Shelter Upgrades be increased from \$68,500 to \$2,004,500.
- d) The 2017 funding request for Capital Budget Project 5-11.06 Accessible Transit Stops be increased from \$56,200 to \$106,200.

21. Implications of Ontario Works Cost Sharing Upload

That staff provide a report in 2017 on the implications of the end of the Ontario Works cost sharing upload (page 125 of the Budget Highlights Book).

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22. Noise By-law Report

That staff provide a report on why there is a line item for \$25,000 for police regarding the noise by-law included in the budget (page 1641 of the Budget Highlights Book).

23. Director of Community Services
Report CSD16-023
Pete's' Funding Request

That the recommendations detailed in Report CSD16-023 Pete's Funding Request be deferred until City finance staff have had an opportunity to review the Pete's annual financial statements for the last five years, and provide a report for Council consideration.

24. Director of Community Services
Report CSD16-027
Municipal and Community Support of Refugees

That Council approve the recommendations outlined in Report CSD16-027 dated November 28, 2016, of the Director of Community Services, as follows:

- a) That the City contribution of \$25,000 to the NCC for 2017 for the Integration of Refugees, as approved on November 23, 2015, be increased by an additional "one time" allocation of \$50,000 to help offset the anticipated impact of "Month 13" and the end of the Resettlement Assistance Program funding on the NCC's operations in the event that the federal government or another agency does not provide this funding, and that until this time, this money remain in contingency to be released by staff;
- b) That staff be directed to report back to Council to provide an update on the activities associated with this work before the end of 2017.

"CARRIED"

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**25. Director of Community Services
Report CSD16-030
City Sponsorship of Special Hockey International (SHI)
Tournament**

That Council approve the recommendation outlined in Report CSD16-030 dated November 28, 2016, of the Director of Community Services, as follows:

That up to \$24,018 in the Community Services Administration Draft 2017 Operating Budget, recommended as City sponsorship to cover the rental cost of City facilities during the proposed SHI Tournament, remain pending final confirmation that the tournament will proceed.

26. Peterborough Drug Strategy

That \$102,255 be added to the Police Services Budget and that the amount be funded from the 2017 General Contingency provision.

27. Police Services Capital Budget Request

That the Police Services capital budget request of \$547,673 be reduced by \$102,255 and that the \$102,255 be shifted to the City's Capital Levy reserve fund; and,

That City Council suggest to the Police Services Board that it consider deferring vehicle purchases, such as the purchase of a new van for the deployment of the Emergency Response Team, in response to the reduced budget allocation.

28. Fairhaven

That Council approve one time funding in the amount of \$220,141 as requested by Fairhaven be added to the 2017 budget, subject to there not being a successful grant request received from the Province, and that this money come from general contingency; and,

That the management team at Fairhaven conduct an operational review.

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**29. Director of Corporate Services
Report CPFS16-046
2017 Budget for the Peterborough Humane Society**

That Report CPFS16-046, dated November 28, 2016 of the Director of Corporate Services be received; and,

That staff provide a report on fines, dog tag sales and projected cat tag sales, the responsibilities of enforcement officers, and the possibility of the Humane Society hiring a summer student to sell tags door-to-door.

30. Maintenance of Artificial Fields

That staff provide a report on the costs of maintaining artificial fields versus natural sports fields.

31. 2018 Debt Capacity Limit

That staff provide a report on the implications of the 2018 debt capacity limit being reached, along with possible funding for capital projects.

32. Uncommitted Reserve Funds

That staff prepare a report on uncommitted reserve funds as part of the quarterly report process.

Submitted by,

Councillor Clarke
Chair
November 30, 2016