

Draft



# **2024 Budget Highlights**

**November 2023**



City of  
**Peterborough**

---

**To:** **Members of the Finance Committee**

**From:** **Richard Freymond, Commissioner, Finance and Corporate Support Services**  
**Jasbir Raina, Chief Administrative Officer**

**Meeting Date:** **November 20, 2023**

**Report Number:** **2024 Draft Budget, Report FCSSFS23-014**

---

## **Subject:**

A report to provide the 2024 Draft Operating and Capital Budget for consideration.

## **Recommendation**

That Council approve the recommendation outlined in Report FCSSFS23-014, dated November 20, 2023 of the Chief Administrative Officer and Commissioner of Finance and Corporate Support Services as follows:

That the recommendations contained in Appendix A of Report FCSSFS23-014 of the Chief Administrative Officer and Commissioner of Finance and Corporate Support Services be moved for the purpose of discussion during detailed budget reviews by the Finance Committee starting November 20, 2023.

## **Executive Summary**

- Draft 2024 Budget meets Council's 2024 guideline at 5.5%, and also includes additional items identified as Council Approved Direction, External Requests and City Service Delivery Enhancements to reach a total increase of 9.59% in the All-Inclusive Rate.
- The All-Inclusive Rate (AIR) is comprised of the municipal property tax, education tax and municipal storm and sanitary sewer surcharge rates.

- 
- The proposed increase of 9.59% to the AIR equates to \$167.17 per \$100,000 of residential property assessment, or an increase of \$434.61 for the median residential property assessed at \$260,000.
  - Staff reduced operating budget requests by \$2.55 million and capital requests by \$11.9 million to reach the draft budget presented to Council.
  - The 2024 Draft Budget is presented in one book - the 2024 Budget Highlights Book.

## **Background**

### **2024 Budget Process**

The budget process continues to change and evolve as City staff try to better align the budget process with the needs of the public, City Staff and Council. Some changes are more visible to the public, such as the City staff Divisional presentations made to the Finance Committee or as noted in the preceding section, the consolidation of the Budget Books from three to one comprehensive Budget Book. Other changes are process changes, less visible to the public, but none the less important to the overall efficiency and effectiveness of what is a very lengthy and complex process. A brief outline of this process is provided below.

Finance and Corporate Support Services staff prepared and distributed budget packages to departments in early April 2023 who, in turn, submitted their initial 2024 proposed budgets in May.

The material was compiled, and an initial review was done with individual Department Commissioners. Managers and Financial Services staff. After the adjustments and corrections identified in the initial review had been incorporated into the budget, the second review, by the CAO with the Commissioner of Finance and Corporate Support Services and individual Department Commissioners, was conducted.

In September, the CAO, Commissioners, Director, Financial Services and the Budget Analyst completed a final review and balancing of the City's Operating and Capital budget. Once balanced, Finance and Corporate Support Services staff prepared the 2024 Draft Budget book.

### **Budget Book**

In an effort to provide the draft budget in a more efficient and useful manner, the Draft Budget is presented in one book. The 2024 Draft Budget Book provides a summary of the Operating and Capital Budgets and explains the key factors and implications of the proposed budget. The book also contains information on Long Term Debt and Reserves, Property Taxation, including Assessment, Tax Rate and Tax Policy.

---

## Budget Guideline

On June 26, 2023, Council approved the following recommendations regarding the 2024 Budget Guideline:

- a) That respecting the 2024 Budget Guideline Report CLSFS23-028, staff be directed as follows:
  - i) that each Commissioner make a presentation to the Finance Committee by the end of August on their respective Departmental Budgets that would provide additional information assuming a 2024 Budget Guideline all-inclusive tax increase of 5.59%, and
  - ii) that the presentations also include information and the resulting financial and/or service level impacts assuming a 3% and a 7% All-Inclusive Budget Guideline increase, respectively.
- b) That the presentations include information from each Commissioner on their anticipated largest 2024 Capital projects.
- c) That Council request the Peterborough Police Services Board to consider deferring any 2024 staffing enhancements as identified in the Police Service's five-year staffing plan to allow the financial impact of the annualization of any new hires that occurred in 2023 to ease pressures on the 2024 budget.

Staff presentations were made to Finance Committee on August 15 and 16, 2023. After which, Council approved the following recommendations on August 28, 2023:

- a) That the Draft 2024 Operating Budget reflect an estimated All-Inclusive (Municipal, Education, Sanitary Sewer Surcharge) increase in the range of 4.5% to 5.5% for general Operating Budget impacts and in support of the capital program inclusive of an enhancement of 1%, including a provision for Stormwater Protection; and,
- b) That the increase in the Police Services and Public Health portions of the draft 2024 Operating Budget respectively, reflect no more than the Operating portion of Net Tax Levy increase (estimated to be 4.08%), and any increase in those respective budgets beyond the estimated Operating Portion of the Net Tax Levy increase be addressed by Council as part of the detailed 2024 Budget deliberations to occur in November of 2023.

In an effort to prepare a draft budget within the Council approved guideline, staff spent considerable time reviewing all budget requests for 2024. The Operating budget was reduced by \$2.55 million through use of reserves, increase in revenue estimates, cuts to spending and deferring program and staffing to mid-year start dates. The tax requirement for the Capital budget was reduced by \$11.9 million through deferral of projects, reducing investments in capital programs such as sidewalk installations and pavement preservation, and the use of reserves.



The 2024 Draft Budget meets Council's 2024 guideline of an all-inclusive increase at 5.5% with additional items over the base guideline as shown in Chart 1. These additional items include Council Approved Directions, External Organization Requests and Service Delivery Enhancements that are critical to positioning the City to be future ready. These items are viewed as outside the mandate of the guideline approved by Council. Chart 1 identifies and quantifies the impact of these items on the All-inclusive rate as well as the impact for residential ratepayers.

**Chart 1**  
**2024 Draft Budget Guideline and Items Over Guideline**

2024 Draft Budget Guideline and Items Over Guideline				
	Added to Net Tax Requirement	All-inclusive Rate Increase	Increase for \$100,000 of Assessment	Increase for Median Assessed Home (\$260,000)
<b>Base Guideline</b>	\$165,604,485	5.50%	\$95.95	\$249.47
<u>Council Approved Direction</u>				
Compensation initiatives	\$2,960,957	1.50%	\$26.36	\$68.50
Modifications to Transit	\$575,405	0.29%	\$5.12	\$13.31
Municipal Law Enforcement Expansion	\$387,881	0.20%	\$3.45	\$8.97
<b>Total Council Approved Direction</b>	<b>\$3,924,243</b>	<b>1.99%</b>	<b>\$34.93</b>	<b>\$90.78</b>
<u>External Organization Requests</u>				
Police above 4.08%	\$3,410,023	1.74%	\$30.33	\$78.86
PPH above 4.08%	\$68,756	0.04%	\$0.61	\$1.59
PCCP above 4.08%	\$95,713	0.05%	\$0.85	\$2.21
<b>Total External Requests</b>	<b>\$3,574,492</b>	<b>1.83%</b>	<b>\$31.79</b>	<b>\$82.66</b>
<u>City Service Delivery Enhancements</u>				
In-House Snow Removal	\$68,902	0.04%	\$0.61	\$1.59
Generator Maintenance	\$308,200	0.16%	\$2.74	\$7.12
Service Peterborough Position	\$129,820	0.07%	\$1.15	\$2.99
<b>Total Service Delivery Enhancements</b>	<b>\$506,922</b>	<b>0.27%</b>	<b>\$4.50</b>	<b>\$11.70</b>
<b>Total Items Over Guideline</b>	<b>\$8,005,657</b>	<b>4.09%</b>	<b>\$71.22</b>	<b>\$185.14</b>
<b>Total Net Tax Requirement</b>	<b>\$173,610,142</b>	<b>9.59%</b>	<b>\$167.17</b>	<b>\$434.61</b>

The Council Approved Directions over the Guideline include amounts for staff compensation initiatives, modifications to transit service as approved with Report IPSTR23-004, and municipal law enforcement expansion approved with Report IPSBD23-001.

The External Requests represent the funding requests from Police, Peterborough Public Health (PPH) and Peterborough County-City Paramedics (PCCP) above a 4.08%. This is in accordance with Council's recommendation for a maximum request from Police and PPH reflect no more than 4.08%. Though PCCP was not included in Council's recommendation, staff treated this External Organization Request the same as PPH and Police. During its budget deliberations, should Council decide not to fund the additional requests for Police of \$3.4 million, PPH of \$68,756 or PCCP of \$96,713 separate motions will be required to remove these from the draft 2024 budget.

The Service Delivery Enhancements over the Guideline include an initiative for in-house snow removal at City-owned facilities, generator maintenance and a position for Service Peterborough. In Report MOPW23-001 that will come to Council on November 14, 2023, staff are recommending that the Service Delivery Model for Snow Plow Operations at Various City Properties be brought in house. Additional operating costs of \$68,000 and capital costs of \$1,323,500 are included in the Draft 2024 Budget. The generator maintenance expenditure is required to bring the servicing of existing and backup generators in compliance with current National Fire Prevention Act requirements. The Service Peterborough Manager position will be responsible for the leadership and operational management of Service Peterborough, including development and execution of the City's customer relationship management strategy.

Although not recommended by Staff, if Council wants to lower the all-inclusive increase from 9.59%, they could choose to make service cuts to some of the areas identified in Appendix B.

In addition, and although not recommended by Staff, Council could also choose to reduce the tax levy requirement through redirecting funds from Casino gaming revenues, the income from the Legacy Funds from the sale of PDI, or the 50% portion of the Municipal Accommodation Tax that is retained by the City to the Operating budget. All of these funding sources are used in the 2024 Draft Budget in their entirety to increase Capital funding to address critical infrastructure needs across the City.

## **Assessment Values**

The Provincial Government has again deferred the MPAC reassessment originally slated for 2020 and deemed that the 2016 assessment "Destination Assessment" will be used for 2024 Municipal tax purposes. The 2024 assessment would have typically been the fourth and final year of phased-in assessment based on re-assessment values as of a January 1, 2020. The 2024 Budget is based on the phased-in property assessments as of January 1, 2016, updated for actual growth, and assessment adjustments.

---

## 2024 Operating Budget

The operating budget includes total expenditures of \$359 million funded by direct revenues of \$165.1 million including user fees, grants from other governments, recoveries and service charges, resulting in a tax requirement of \$173.9 million.

Staff identified needs which have not been included in the draft budget are summarized starting on page 283 of the Budget Book. Should any Council member wish to include any of the items in the 2024 Budget, a specific motion would be required. Council will then further need to decide which expenditures elsewhere in the budget could be reduced or add the required amount to the 2024 Net Tax Levy Requirement. In previous years, these items may have been included by allocating funds from the 2024 General Contingency line, however, at an amount of \$800,000, less than one quarter of 1% of the gross operating budget, staff would suggest the Contingency is already at a minimal amount and would caution reducing the amount further.

The following commentary provides additional insights into key aspects of the Draft Operating Budget.

### Insurance

Increases for insurance premium costs have been substantial in recent years, rising some 113% for the City during the 2020-2024 renewal periods as market conditions responded to catastrophic worldwide natural disasters. Information for the 2024 renewal has been received indicating that the cost for the overall insurance program for the City will increase a further 10%. Although up from the 2023 increase of 4%, there is an indication that the municipal insurance markets are beginning to stabilize. In addition to the annual increase, the City's provision for insurance included in the Draft 2024 Operating Budget includes the final step in the right sizing of the insurance budget.

### Budget Risk

With any forward-looking document there are inherent risks associated with projections and assumptions. The 2024 budget is no different. To try and mitigate the risks, staff developed budget assumptions using the best information available at the time and a conservative financial approach. However, there are elements of the budget that contain an elevated level of risk. Some examples of these are as follows:

### General inflationary pressures

Current economic forecasts from the banking and business sectors have tried to see past the COVID impacts, and the influences of current world issues, to project inflationary pressures in what is expected to be a more stable year of 2024. It is anticipated that the Bank of Canada monetary policies will begin to

---

ease inflationary pressures. How and when these pressures will ease in 2024 is still very much an unknown.

### **Fuel prices**

There continues to be a high degree of risk and uncertainty in predicting fuel prices. Staff have assumed, based on various economic forecasts, that fuel prices will moderate in 2024 with cessation of the final COVID pressures and a return to a more stable world economy.

## **2024 Capital Budget**

The 2024 Capital Budget includes 147 projects with a total cost of \$128.2 million. Due to the legislative requirements of the Public Sector Accounting Board (PSAB), capital projects are split into two types, “TCA Capital” and “Other Capital”. Tangible Capital Asset (TCA Capital) projects result in assets for the City. Other Capital projects are typically studies or smaller maintenance type expenditures on City facilities that are below the thresholds identified for the tangible capital assets or are one-time or periodic expenditures.

### **Pre-Commitments**

Council has previously approved pre-commitments totalling \$33.6 million which are included in the 2024 Draft Budget. The pre-commitments in the 2024 budget and future budgets are shown on reference lines 1-7 in Chart 2 of this report.

Staff are recommending further pre-commitments as part of the 2024 Draft Budget as shown on lines 9-16 of Chart 2. Should Council approve the 2024 budgets of the listed projects, staff recommend that the 2025, 2026 and 2027 portions be pre-committed to facilitate the procurement and construction processes. Altogether, the pre-commitments for 2025 to 2027 total \$56.8 million.

## Chart 2

### 2024 and Future - Capital Budget Pre-commitments

	Project name	Report Reference / Council Approval Date	Total 2024 Commitment	Total 2025 Commitment	Total 2026 Commitment	Total 2027 Commitment	Total 2028 Commitment
1	Additional Hydro Excavation Truck	Motion by Council January 30, 2023	\$ 885,000	\$ -	\$ -	\$ -	\$ -
2	Canadian Canoe Museum - Capital Build	CLSFS21-021	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
3	Healthy Planet Arena - Phase 2 of project	Motion by Council January 30, 2023	\$ 4,000,000	\$ -	\$ -	\$ -	\$ -
4	New Arena and Aquatics Complex	CSD21-009	\$ 24,000,000	\$ -	\$ -	\$ -	\$ -
5	Lansdowne St. Rehabilitation - Park Street to Otonabee River	IPSENG23-008	\$ 3,050,000	\$ -	\$ -	\$ -	\$ -
6	Curtis Creek Watershed Improvements	IPSENG23-010	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -
7	Temporary Traffic Signals at intersection of Brealey Drive and Cherryhill Road	IPSENG23-013	\$ 160,000				
8	<b>Sub-Total Prior Approved</b>		<b>\$ 33,595,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>
9	Lansdowne Street West - Spillsbury Drive to Clonsilla Avenue	2024 budget recommendation	\$ -	\$ 9,100,000	\$ -	\$ -	\$ -
10	Brealey Drive - Lansdowne Street to Sherbrooke Street	2024 budget recommendation	\$ -	\$ 10,580,000	\$ -	\$ -	\$ -
11	Otonabee River Trail - Del Cray Park to Little Lake Cemetery	2024 budget recommendation	\$ -	\$ 2,660,000	\$ -	\$ -	\$ -
12	Curtis Creek Watershed Improvements	2024 budget recommendation	\$ -	\$ 940,000	\$ -	\$ -	\$ -
13	Effluent Disinfection Revitalization and Expansion	2024 budget recommendation	\$ -	\$ 7,000,000	\$ 7,000,000	\$ 3,000,000	\$ -
14	Replace Digester #1 & 2	2024 budget recommendation	\$ -	\$ 5,000,000	\$ -	\$ -	\$ -
15	Aviation Fuel Facility	2024 budget recommendation	\$ -	\$ 850,000	\$ -	\$ -	\$ -
16	Aircraft Storage Hangar	2024 budget recommendation	\$ -	\$ 700,000	\$ -	\$ -	\$ -
17	<b>Sub-total Pre-Commitment Requests</b>		<b>\$ -</b>	<b>\$ 36,830,000</b>	<b>\$ 7,000,000</b>	<b>\$ 3,000,000</b>	<b>\$ -</b>
18	<b>Total</b>		<b>\$ 33,595,000</b>	<b>\$ 37,330,000</b>	<b>\$ 7,500,000</b>	<b>\$ 3,500,000</b>	<b>\$ 500,000</b>
19	<b>Tax Supported</b>		<b>\$ 7,999,480</b>	<b>\$ 16,493,500</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>
20	<b>Non-Tax Supported</b>		<b>\$ 25,595,520</b>	<b>\$ 20,836,500</b>	<b>\$ 7,000,000</b>	<b>\$ 3,000,000</b>	<b>\$ -</b>

---

## Debt Management and Capital Financing

In 2012, through Report CPFS12-011, amended in July 2021 through Report CLSFS21-024 - Debt Management and Capital Financing Plan and further amended with Report CLSFS23-033 dated August 14, 2023, Council adopted a series of recommendations that created opportunities to add additional capital financing into the annual budget. The combination of recommendations in the report were intended to:

- Accelerate the pace capital construction can occur that otherwise may not be able to occur;
- Allow the City to gain some ground on its backlog of capital projects;
- Not completely rely on increased debt but also provide for continuing increases in base capital levy.

Recommendations c) and d) from the Report were central to the plan:

- c) That the annual draft operating budget include a 5% increase in the capital levy provision as a means of providing more capital levy to support the capital budget requirements.
- d) That, to phase-in the new maximum debt limit, the total annual amount of new tax-supported debt charges and any increase in the capital levy provision be limited so that the impact on the residential all-inclusive tax increase does not exceed 1% per year.

A 1% increase annually over 10 years was intended to create a base budget provision for tax-supported debt servicing costs that could, in theory, repurpose 10-year debt issued over and over again as the debt matured, without increasing the tax rate. From years 2013 through 2017, Council supported a 1% increase in the All-inclusive tax rate, 0.5% in 2018 and 0.0% in 2019 to 2021, 0.5% in 2022 and 0.76% in 2023. The 2024 budget includes 1.00%.

## Casino Gaming Reserve

One source of revenue that has been a key component of the Capital Budget is the Casino Gaming Reserve. Casino operations were significantly impacted as a result of the Provincial restrictions from the COVID-19 pandemic. Throughout 2022 and 2023 the Casino has returned to more normal operations. The 2024 Draft Capital Budget includes \$2.5 million of Casino Gaming Reserve Revenue to fund a portion of the capital program.

## Dividends from City of Peterborough Holdings Inc. (CoPHI)

Another key revenue source for Capital is the dividends from COPHI. The budget includes \$5.2 million (2023 - \$5.2 million) in dividend payments in 2024 from CoPHI.

---

## **Legacy Fund and Legacy Fund Investment Income**

During 2022 Council approved the establishment of a Legacy Fund with the proceeds from the sale of PDI Assets to Hydro One and for the income earned to be used to fund a portion of the capital program. The 2024 Draft Budget includes an estimated \$1.7 million of investment income being earned on the Legacy Fund investments.

The capital budget includes Capital Project #24-140 for Hydro One Ops Centre Servicing that is funded from the principal of the Legacy Fund. Additionally, \$1.5 million from the Legacy Fund investment Income reserve is utilized to fund a portion of the 2024 capital program.

## **Draft Budget Proposes Sewer Surcharge Rate Increase**

For the Draft 2024 Budget staff is recommending that the sixth year of the ten-year implementation of the Wastewater - Sanitary Sewer surcharge rate increase be implemented. The sewer surcharge rate will increase to 106.13% of the water rate for 2024 (2023 – 104.46%).

## **Strategic Plan**

The preparation and approval of an annual budget for the City supports the strategic priority of Governance and Fiscal Sustainability with accountable, transparent and responsible financial management that supports the needs of the community into the future and considers the impact of decisions on taxpayers.

## **Engagement and Consultation**

The draft budget was prepared by Financial Services staff in consultation with the CAO, Commissioners, Directors, Managers and staff in all divisions of the City as well as input from certain External Agencies.

## **Community Consultation**

The City consults with the community throughout the budget process – at the beginning when setting the Guideline through drop-in style sessions and a Budget Survey, when the draft budget is released, and before Council considers approving the budget. As shown in Chart 1, there are four community engagement opportunities remaining.

**Chart 1****2024 Budget Community Engagement Opportunities**

<b>Date</b>	<b>Engagement opportunity</b>
Tuesday November 9, 2023, 6pm, Tuesday, November 14, 2023, 4:45pm	Drop-in meetings for the community to speak with staff and some council members about the Draft 2024 Budget
Tuesday, November 14, 2023, 6pm	Public meeting for Finance Committee to receive presentations from public delegations
Monday, December 11, 2023	Council considers final approval of the 2024 Budget, opportunity for public delegations

**2024 Finance Committee and Council Schedule**

The proposed timetable to review the 2024 Draft Budget is set out below:

November 6,2023	2024 Draft Budget presented to Finance Committee by Staff.
November 14,2023	Public Meeting of Finance Committee to receive input on the 2024 Draft Budget from public delegations.
November 15,2023	Meeting of Finance Committee to receive delegations from Outside Boards and Agencies on the 2024 Draft Budget.
November 20 to 23,2023	Finance Committee reviews 2024 Draft Budget, as required.
December 11,2023	Council considers all of the recommendations ultimately endorsed by the Finance Committee and adopts a 2024 Budget as amended.

**Budget and Financial Implications**

Council provided direction at its meeting of August 28, 2023 for an All-inclusive rate increase between 4.5% and 5.5% for the 2024 budget. The status quo portion of the 2024 Draft Budget has been prepared with a 5.5% All-inclusive rate increase. Additional initiatives, expansion of services and Outside Agency impacts have been included in the 2024 Draft budget resulting in an All-inclusive rate increase of 9.59% for 2024.

Gross expenditures have increased 9.8% whereas net tax levy requirements have increased 12.7%.

The 2024 Capital Budget includes \$128.2 million of capital work. The draft budget uses all of the available capital levy, tax supported debenture financing and Canada



---

Community-Building Fund, formerly Federal Gas Tax, and other approved grants to finance the work as well as some reserves and reserve funds.

Altogether, the proposed All-inclusive rate increase of 9.59% results in an annual increase of \$167.17 for every \$100,000 of residential assessment. This equates to an increase of \$434.61 for the median assessed residential property, where the median assessment is \$260,000.

Further details are provided through the budget book.

## Conclusion

The Draft 2024 Budget has been prepared with a 9.59% increase to the All-inclusive Rate. The Budget Book has been provided as a basis for the budget deliberations by Finance Committee.

## Attachments

Appendix A: Operating and Capital Budget Recommendations

Appendix B: Service Cut Areas to Reduce Tax Increase

Submitted by,

Richard Freymond  
Commissioner, Finance and  
Corporate Support Services

Jasbir Raina  
Chief Administrative Officer

### Contact Name:

Yvette Peplinskie  
Director, Financial Services  
Phone: 705-742-7777 Ext. 1862  
Toll Free: 1-855-738-3755  
Email: [yveplinskie@peterborough.ca](mailto:yveplinskie@peterborough.ca)

---

## Appendix A

### 2024 Operating and Capital Draft Budget Recommendations

That the following recommendations be moved for the purpose of discussion:

- a) That the 2024 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 the Budget Book be adopted as part of 2024 Budget process.
- c) That any unused CAO Budget at the end of 2024 be transferred to the Organizational Development Reserve, subject to the overall year-end position. (Page 30)
- d) That any unused Peterborough Technology Services Budget, at the end of 2024, be transferred to the Information Technology (IT) Reserve, subject to the overall year-end position and that, if actual 2024 costs exceed the 2024 Budget, funds may be drawn from the IT Reserve. (Page 59)
- e) That any 2024 Engineering Overhead surplus be transferred to the Engineering Design and Inspection Reserve, subject to the overall year-end position and that if actual 2024 Engineering costs exceed the Budget, funds may be drawn from the Engineering Design and Inspection Reserve. (Page 86)
- f) That any unused Traffic Signal Maintenance Budget at the end of 2024, be transferred to the Traffic Signal Reserve, subject to the overall year-end position and that if the actual 2024 Traffic Signal Maintenance costs exceed the 2024 Budget, funds may be drawn from the Traffic Signal Reserve. (Page 87)
- g) That pending approval of Capital Project #15189 in the amount of \$9.42 million, the \$10.58 million requirement in 2025 Capital funding be pre-committed for the Brealey Drive – Lansdowne Street to Sherbrooke Street project. (Page 93)
- h) That the \$9.1 million requirement in 2025 Capital funding be pre-committed for the Capital Project #16-061 Lansdowne Street West – Spillsbury Drive to Clonsilla Avenue. (Page 93)
- i) That pending approval of Capital Project #12811 in the amount of \$200,000, the \$2.66 million requirement in 2025 Capital funding be pre-committed for the Otonabee River Trail – Del Crary Park to Little Lake Cemetery project. (Page 102)
- j) That any unused Parking Budget, at the end of 2024, be transferred to the Parking Reserve, subject to the overall year-end position and that, if the actual 2024 Parking

---

costs exceed the 2024 Budget, funds may be drawn from the Parking Reserve. (Page 113)

- k) That pending approval of Capital Project #16-083 in the amount of \$2.66 million, (\$1M of which was pre-approved in 2023) the \$940,000 requirement in 2025 Capital funding be pre-committed for the Curtis Creek Watershed Improvements project. (Page 117)
- l) That any unused portion of the 2024 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 2024 Winter Control costs exceed the 2024 Budget, funds may be drawn from the Winter Control Reserve. (Page 148)
- m) That pending approval of Capital Project #20-035 in the amount of \$5 million, the total \$27 million requirement in 2025, 2026 and 2027 Capital funding be pre-committed for the Effluent Disinfection Revitalization and Expansion project. (Page 170)
- n) That pending approval of Capital Project #20-034 in the amount of \$5 million, the \$5 million requirement in 2025 Capital funding be pre-committed for the Replace Digester #1 and 2 project. (Page 170)
- o) That any excess Airport development review fees at the end of 2024 be transferred to the Airport Development Review Reserve for future Airport Development related expenditures and that, if the 2024 Airport development review costs exceed the review fees, funds may be drawn from the Airport Development Review Reserve. (Page 174)
- p) That pending approval of Capital Project #24-104 in the amount of \$250,000, the \$850,000 requirement in 2025 Capital funding be pre-committed for the Aviation Fuel Facility project. (Page 177)
- q) That pending approval of Capital Project #24-103 in the amount of \$200,000, the \$700,000 requirement in 2025 Capital funding be pre-committed for the Aircraft Storage Hangar project. (Page 177)
- r) That any surplus funds at the end of 2024 for Market Hall be transferred to the Market Hall Capital Reserve for unanticipated maintenance expenses or small capital improvements. (Page 187)
- s) That any unused Community Development Program net budget at the end of 2024 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 2024 Community Development Program costs exceed the 2024 Budget, funds may be drawn from the Reserve. (Page 187)
- t) That any surplus funds at the end of 2024 for the Recreation and Parks division be

---

transferred to the General Recreation Reserve. (Page 200)

- u) That any remaining unused Children's Services net budget at the end of 2024 be transferred to the Early Learning Child Development Reserve, subject to the overall year end position and that, if actual 2024 Children's Services costs exceed the 2024 Budget, funds may be drawn from the Reserve. (Page 221)
- v) That any remaining unused Social Services net budget at the end of 2024 be transferred to the General Assistance Reserve, subject to the overall year-end position and that, if actual 2024 Social Services costs exceed the 2024 Budget, funds may be drawn from the Reserve. (Page 221)
- w) That any surplus in the 2024 Housing Operating Budget at the end of 2024 be transferred to the Housing Reserve, subject to the overall year end position and that, if actual 2024 Housing costs exceed the 2024 Budget, funds may be drawn from the Housing Reserve. (Page 222)
- x) That any surplus in the 2024 Housing Choice Rent Supplement Program at the end of 2024 be transferred to the Housing Choice Rent Supplement Reserve, subject to the overall year-end position and that, if actual 2024 Rent Supplement costs exceed the 2024 Budget, funds may be drawn from the Rent Supplement Reserve. (Page 222)
- y) That any unused Homelessness net budget at the end of 2024 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 2024 Homelessness costs exceed the 2024 Budget, funds may be drawn from the Reserve. (Page 222)
- z) That any adjustment to the City's 2024 requirement for the Municipal Property Assessment Corporation (MPAC), be netted against the City's 2024 General Contingency provision. (Page 230)
- aa) That any unused portion of the 2024 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 2024 tax write-off costs exceed the 2024 Budget, funds may be drawn from the Allowance for Doubtful Accounts Reserve. (Page 230)
- bb) That any unused Employee Benefits Budget at the end of 2024 be transferred to the Employee Benefits Reserve, subject to the overall year-end position, and that, if actual 2024 employee benefits exceed the 2024 Budget, funds may be drawn from the Employee Benefits Reserve. (Page 234)
- cc) That any unused Insurance Budget at the end of 2024 be transferred to the Insurance Reserve, subject to the overall year-end position and that. (Page 234)
- dd) That any adjustment to the City's 2024 requirement for the Insurance Budget, be

---

netted against the City's Insurance Reserve (Page 234)

- ee) That any unused 2024 Contingency Budget at the end of 2024 be transferred to the Capital Levy Reserve to be used for Capital works subject to the overall 2024 year-end position. (Page 234)
- ff) That any unused Police Services Legal Fees Budget at the end of 2024 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 2024 Police legal fees costs exceed the 2024 Budget, funds may be drawn from the Policing Legal Fees Reserve. (Page 238)
- gg) That any unused Police Services Budget at the end of 2024 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 2024 Police Services costs exceed the 2024 Budget, funds may be drawn from the Police Special Projects Reserve. (Page 238)
- hh) That any adjustments to the City's portion of the 2024 Peterborough County/City Paramedics Services Budget be netted against the 2024 General Contingency provision. (Page 245)
- ii) That any unused Peterborough County/City Paramedics Services (PCCP) Budget at the end of 2024 be transferred to the PCCP Reserve, subject to the overall year-end position and that, if the actual 2024 PCCP costs exceed the 2024 Budget, funds may be drawn from the PCCP Reserve. (Page 245)
- jj) That any adjustments to the City's portion of ORCA's 2024 Budget be netted against the City's 2024 General Contingency provision. (Page 246)
- kk) That the 2024 budget request, representing the levy required by the Downtown Business Improvement Area of the Corporation of the City of Peterborough during the year 2024 totalling \$351,500, be approved. (Page 252)
- ll) That the 2024 budget for the Village Business Improvement Area of the Corporation of the City of Peterborough during the year 2024 totalling \$18,635, be approved. (Page 253)
- mm) That any excess Casino Gaming revenues at the end of 2024, that exceed the capital funding requirements to be funded from the Casino Gaming Reserve:
  - i. remain in the reserve, to a maximum of \$1.0 million, to be used to finance in-year Capital requirements or as otherwise directed by Council and that
  - ii. amounts beyond the \$1 million will be used for Capital works in the 2025 Capital Budget. (Page 256)
- nn) That any net surplus funds, after the disposition of the recommendations in this

---

report, from 2024 operations in excess of \$100,000 be transferred to the Capital Levy Reserve to be used for Capital works. (Page 256)

- oo) That a by-law be passed to establish the 2024 tax ratios for each property class as set out in the 2024 Operating Budget. (Page 261)
- pp) That the 2024 tax rate for farmland awaiting development subclasses be 75% of the residential rate. (Page 261)

## **Service Area Cuts to Reduce Tax Requirement in Draft 2024 Budget**

### **Finance and Corporate Support Services**

#### **Financial Services**

- Postpone needed update to procurement documents - \$12,000

#### **Strategic Communications**

- Reduce Advertising and Publicity - \$15,000

#### **Facilities and Property Management**

- Reduce capacity to deliver proactive Preventative Maintenance Programs
- Reduce capacity to deliver capital projects – effectively increasing the list of projects being deferred

#### **Information Services**

- Remove new IT Initiatives in the 2024 Budget (already reduced cost by \$100,000 and utilized \$100,000 from Reserve to further reduce 2024 impact):
  - SAP – partial staff resource to help with requests from the business - \$50,000
  - SharePoint and Power BI – a staff resource to help with efficiency and analytic requests - \$93,700

### **Legislative Services**

#### **Clerks**

- Reduction in funding for parades and processions - \$37,000

#### **Municipal Law Enforcement Services Division**

These changes would result in deferring the implementation of Council's longer-term enforcement objectives.

- Defer hiring of four Municipal Law Enforcement Officers - \$305,305
- Defer two security enforcement vehicles - \$200,000 capital

## **Infrastructure and Planning Growth Management**

- Full cost recovery for Planning Applications - \$300,000
- Defer Amendment to Sherbrooke EA - \$150,000
- Defer Towerhill Link EA - \$600,000
- Defer Various New Sidewalk Installations - \$500,000
- Defer Traffic Calming Program - \$700,000
- Cancel Downtown Street Surface Repair project - \$2,300,000

## **Municipal Operations**

- Cut operation of Centennial Fountain - \$97,000
- Increase Transit Fares - \$100,000
- Implement Full-cost recovery for Large Collection Program - \$11,000
- Defer Aircraft Storage Hangar project - \$200,000
- Defer Airport Quality Assurance Project - \$50,000
- Defer Tree Replanting Initiative at Airport - \$15,000
- Reduce Horticultural Program (display gardens, planters, etc.) - \$17,000
- Reduce Contractual Service for Forestry Operations support - \$35,000
- Cut Statutory Holiday Transit Service (8 days per year) - \$190,000
- Cut Weekend Community Bus - \$90,000
- Further reduction in recommended Waste Management Reserve Contribution - \$70,000
- Cancel Service Enhancement Plan recommended by PTLC - \$530,000



## Community Services

- Individual Artist Grant program - \$50,000
- Canada Day Fireworks - \$25,000
- Library Hours operation reduction of 3 hours per week – \$33,000
- Service Grant further 5% reduction (would be 10% total) - \$43,500
- Discretionary Benefits - \$235,000 remains of municipal spending above the provincial base funding (already reduced by \$150,000 in budget)
- No lifeguards at City beaches - \$45,000 savings for closure of one beach, and eliminating entire program would result in \$89,000 savings
- Community Gardens - \$50,000
- Public Art Program - \$89,000 capital
- Recreation Low Income Subsidy Program - \$50,000 (Already reduced by \$25,000 in budget)
- Delay New Library Branch opening - \$47,000 savings per month of delay (scheduled for September 2024 opening)
- Closure of Directly Operated Child Care - \$310,000 potential annual savings – maximum \$150,000 savings for 2024



Budget Highlights  
**Table of Contents**

# 2024 Budget

## Table of Contents

---

### **Part 1: 2024 Budget Overview ..... 1**

2024 Operating Budget (Revenues and Expenditures).....	2
The Operating Budget.....	3
Factors Impacting the Operating Budget.....	3
Budget Guideline – 9.59% All-inclusive increase per \$100,000 of residential assessment.....	9
How 9.59% All-inclusive rate increase relates to the \$19.7 million increase in the Net Tax Levy Requirement.....	9
What does 1% mean? .....	9
What a Residential Taxpayer Pays .....	11
2024 Capital Expenditures and Financing by Source.....	16
20 Largest 2024 Capital Projects .....	17
Climate Emergency .....	19

### **Part 2: 2024 Operating and Capital Budget Review.....25**

Organization Chart .....	26
City Council .....	27
City Council – Operating Budget.....	28
Chief Administrative Officer Departmental Summary – Operating Budget .....	29
People and Culture – Operating Budget.....	31
Finance and Corporate Support Services Departmental Summary – Operating Budget.....	32
Finance and Corporate Support Services Summary - Capital Budget .....	33
Emergency and Risk Management - Operating Budget.....	35
Strategic Communications and Service Peterborough - Operating Budget .....	37
Strategic Communications and Service Peterborough – Capital Budget .....	38
Financial Services Summary – Operating Budget .....	41
Facilities and Property Management Summary – Operating Budget .....	43
Facilities and Planning Initiatives – Operating Budget .....	44
Facilities and Planning Initiatives – Capital Budget.....	45
Facilities and Planning Initiatives – Other Capital Budget.....	49
Facilities Management – Operating Budget .....	50
Facilities Management – Capital Budget.....	51
Facilities Management – Other Capital Budget.....	54
Materials Management Summary – Operating Budget .....	56
Information Services – Operating Budget .....	58

# 2024 Budget

## Table of Contents

---

Information Services – Capital Budget.....	60
Corporate Other – Capital Budget .....	63
Corporate Other – Other Capital Budget .....	64
Legislative Services Departmental Summary – Operating Budget.....	66
Legislative Services - Capital Budget.....	67
City Clerk – Operating Budget .....	68
Court Services – Operating Budget .....	70
Municipal Law Enforcement Services – Operating Budget .....	72
Municipal Law Enforcement Services – Capital Budget.....	74
Realty Services – Operating Budget.....	75
Realty Services – Capital Budget .....	76
Legal Services – Operating Budget .....	77
Infrastructure, Planning and Growth Management Departmental Summary – Operating Budget .....	78
Infrastructure, Planning and Growth Management Departmental Summary – Capital Budget.....	80
Infrastructure, Planning and Growth Management Departmental Summary – Capital Budget cont'd .....	81
Engineering and Capital Works – Operating Budget .....	85
Traffic and Parking.....	86
Engineering and Capital Works - Arterial Streets - Capital Budget .....	88
Engineering and Capital Works - Arterial Streets – Capital Budget .....	89
Engineering and Capital Works - Road State of Good Repair – Capital Budget...	95
Engineering and Capital Works - Bridges – Capital Budget.....	98
Engineering and Capital Works –Bridges- Other Capital Budget.....	99
Engineering and Capital Works – Active Transportation - Capital Budget .....	100
Engineering and Capital Works - Sanitary Sewers – Capital Budget.....	103
Engineering and Capital Works - Sanitary Sewers – Other Capital Budget .....	105
Engineering and Capital Works - Traffic and Transportation – Capital Budget...	108
Engineering and Capital Works - Parking - Capital Budget.....	113
Asset Management - Capital Budget .....	120
Asset Management and Capital Planning - Geomatics/Mapping – Capital Budget	123
Asset Management and Capital Planning - Transportation Planning – Capital Budget .....	125
Asset Management and Capital Planning - Transportation Planning – Other Capital Budget .....	126
Planning, Development and Urban Design – Operating Budget .....	128
Planning, Development and Urban Design - Capital Budget.....	130
Planning, Development and Urban Design - Growth Areas – Capital Budget ....	134
Planning, Development and Urban Design - Industrial Parks – Capital Budget..	136
Heritage – Capital Budget.....	138

## 2024 Budget

### Table of Contents

---

Building Services – Operating Budget .....	140
Municipal Operations Departmental Summary – Operating Budget.....	142
Municipal Operations – Capital Budget .....	144
Municipal Operations – Other Capital Budget .....	145
Office of the Commissioner Municipal Operations – Operating Budget .....	146
Public Works - Operating Budget.....	147
Public Works - Capital Budget .....	149
Public Works – Other Capital Budget .....	151
Transit – Operating Budget.....	153
Transit - Capital Budget .....	156
Environmental Services – Operating Budget .....	159
Environmental Services - Waste Management – Operating Budget.....	160
Environmental Services – Waste Management - Capital Budget.....	163
Environmental Services – Environmental Protection - Operating Budget .....	165
Environmental Services - Capital Budget.....	167
Airport - Operating Budget.....	173
Airport – Capital Budget.....	175
Airport – Other Capital Budget.....	178
Community Services Departmental Summary - Operating Budget .....	180
Community Services Departmental Summary – Capital Budget .....	182
Community Services Administration - Operating Budget .....	184
Arts and Culture - Operating Budget.....	188
Arts and Culture– Other Capital Budget.....	191
Museum – Capital Budget.....	193
Museum – Reconciliation.....	194
Recreation and Park Services – Operating Budget .....	196
Recreation Services Facilities – Capital Budget .....	201
Recreation and Parks – Capital Budget.....	203
Fire Services - Operating Budget.....	206
Fire Services – Capital Budget .....	208
Library – Capital Budget .....	210
Social Services – Operating Budget .....	212
Housing and Homelessness – Other Capital Budget.....	223
Capital Financing Costs .....	225
Other Expenditures .....	231
Peterborough Police Services - Operating Budget .....	237
Peterborough Police Services – Capital Budget .....	240
Fairhaven Long Term Care Home .....	242
Peterborough County/City Paramedics Service (PCCP) .....	244
Otonabee Region Conservation Authority (ORCA).....	246
Peterborough Public Health Operating Budget.....	247
Peterborough and the Kawarthas Economic Development (PKED) .....	248

# 2024 Budget

## Table of Contents

---

Peterborough Humane Society .....	249
Peterborough Downtown Business Improvement Area (DBIA).....	252
The Village Business Improvement Area (VBIA) .....	253
Corporate Revenues Summary .....	254
Sewer Surcharge .....	257

### **Part 3: 2024 Property Taxation..... 259**

Taxable Assessment .....	261
Re-assessment Four Year Cycle .....	262
2024 - 2025 Taxable CVA by Class and Sub-class .....	264
Tax Ratios and Tax Rates .....	266
Weighted Taxable Assessment .....	268
Municipal Tax Rate Calculation .....	270
2023 - 2024 Municipal Tax Rates .....	271
Education Tax Rates .....	272

### **Part 4: Other Sections ..... 274**

Conversion of 2024 Draft Operating Budget to Full Accrual .....	275
Staffing Supplementary Information.....	276
Canada Community-Building Fund (formerly the Federal Gas Tax Program).....	290
Development Charges Reserve Funds .....	292
Development Charge Rates.....	293
Long Term Debt.....	296
Reserves and Reserve Funds .....	305

### **Part 5: 2024 User Fees and Charges ..... 310**

Finance and Corporate Support Services .....	311
Legislative Services .....	313
Infrastructure, Planning and Growth Management .....	321
Municipal Operations .....	336
Community Services .....	351



Budget Highlights

## **Part 1: 2024 Budget Overview**

## 2024 Operating Budget (Revenues and Expenditures)

The 2024 Operating Budget provides a listing of the Operating Revenues and Operating Expenditures. The following chart illustrates the Revenues by Type and Gross Operating Expenditures by Department.

**Chart 1 – Revenues by Type and Gross Operating Expenditures by Department**

<b>City of Peterborough</b> <b>2024 Operating Budget</b>						
	2023 Approved	2023 Preliminary Actual	2024 Requested Budget	% Change	\$ Change	of Total
<b>Operating Revenues</b>						
Taxation Revenue	154,044,341	154,044,341	173,779,087	12.8%	19,734,746	48.5%
Conditional Grants - Provincial	77,183,752	77,150,985	86,029,072	11.5%	8,845,320	24.0%
Conditional Grants - Federal	236,327	225,367	134,356	-43.1%	-101,971	0.0%
Municipal Grants	8,353,841	8,418,465	9,122,600	9.2%	768,758	2.5%
COPHI Dividends	5,208,000	5,208,000	5,208,000	0.0%	0	1.5%
Sewer Surcharge	19,362,712	19,608,078	20,017,487	3.4%	654,775	5.6%
Other Corporate Revenues	6,765,365	6,807,365	7,061,335	4.4%	295,970	2.0%
Tipping Fees	4,994,253	4,600,000	5,587,468	11.9%	593,215	1.6%
Transfer from Provincial Gas-Tax Reserve	1,790,000	1,790,000	1,790,000	0.0%	0	0.5%
Recoveries from Capital	4,178,591	4,192,685	5,124,032	22.6%	945,441	1.4%
Payments in Lieu	4,243,400	4,243,400	4,307,050	1.5%	63,650	1.2%
Transfers from Other Reserves	6,365,569	6,301,535	6,813,284	7.0%	447,715	1.9%
Casino Revenue	3,000,000	3,000,000	3,400,000	13.3%	400,000	0.9%
Other Fees and Service Charges	31,085,990	30,358,306	30,088,322	-3.2%	-997,668	8.4%
	<b>326,812,141</b>	<b>325,948,527</b>	<b>358,462,093</b>	<b>9.7%</b>	<b>31,649,952</b>	<b>100.0%</b>
<b>Gross Operating Expenditures</b>						
Council	805,206	817,468	869,063	7.9%	63,856	0.2%
Chief Administrative Officer	1,694,471	1,789,346	2,587,597	52.7%	893,126	0.7%
Finance and Corporate Support Services	10,801,647	10,770,564	12,878,055	19.2%	2,076,408	3.6%
Legislative Services	4,816,901	4,743,765	6,219,984	29.1%	1,403,083	1.7%
Infrastructure, Planning and Growth Management	18,532,733	18,670,121	20,887,219	12.7%	2,354,486	5.8%
Municipal Operations	67,257,588	67,470,171	70,217,343	4.4%	2,959,755	19.6%
Community Services	141,421,515	141,350,214	153,323,181	8.4%	11,901,666	42.8%
Financial Services Other	38,916,052	37,606,073	43,567,110	12.0%	4,651,058	12.2%
Outside Organizations	42,566,027	42,630,806	47,912,541	12.6%	5,346,514	13.4%
	<b>326,812,141</b>	<b>325,848,527</b>	<b>358,462,093</b>	<b>9.7%</b>	<b>31,649,952</b>	<b>100.0%</b>
<b>2023 Surplus (Deficit)</b>						
	<b>0</b>	<b>100,000</b>	<b>0</b>			



## The Operating Budget

### Factors Impacting the Operating Budget

Chart 2 lists the major areas reflected in the budget that have impacted the 2024 tax levv requirement

Chart 2 2024 Budget: Tax Levy Requirement Change Factors				
Ref	Description		Total	2024 Impact on Net Tax Requirement
C1	C2		C3	C4
1.00	2023 Net Tax Levy Requirement		154,044,341	
<i>Legislated or Council Approved Additions/Enhancements or Required to Maintain Levels of Service</i>				
2.00	<u>Personnel costs (contract provisions, annualization of 2023 hires)</u>			
2.01	Employee groups step & inflation		6,447,672	4.19%
			6,447,672	4.20%
3.00	<u>Service Level Enhancements Approved by Council</u>			
3.01	Capital Financing - Increase in Capital Financing	Corp Fin	1,620,800	1.05%
3.02	Capital Financing - New Arena	Corp Fin	320,000	0.21%
3.03	Stormwater Protection Fee	Corp Fin	620,000	0.40%
			2,560,800	1.70%
4.00	<u>Inflationary Factors / Other Increased Costs</u>			
4.01	Information Technology Related Costs	FCSS All	963,600	0.63%
4.02	Fuel Costs	Corp All	346,300	0.22%
4.03	Waste Mgmt.	MO ES	404,200	0.26%
4.04	Insurance Costs	Corp All	607,700	0.39%
4.05	Transit Base Adjustment	MO Transit	1,051,000	0.68%
4.06	Other transit Costs ( excl comp)	MO Transit	630,400	0.41%
4.07	Contingency	Corp Fin	635,300	0.41%
4.08	Municipal Law Enforcement	FCSS MLE	627,600	0.41%
4.08	Library Including New Branch	CS LIB	269,800	0.18%
4.09	DR Recruitment Increase	Corp Fin	144,800	0.09%
			5,680,700	3.70%
5.00	<u>Decreased revenues</u>			
5.01	Parking Revenues	IPGM	888,200	0.58%
			888,200	0.60%
6.00	<u>Increased Revenues or Decreased Expenditures offsetting Budgetary pressures</u>			
6.01	Public Works Over Time	TCO PW	-447,800	-0.29%
6.02	Planning Fee Revenues	IPGM Plan	-359,000	-0.23%
6.03	Recreation User Fee supported debt matured	CS Rec	-947,100	-0.61%
6.04	Recreation User Fee Revenues	CS Rec	-505,900	-0.33%
6.05	Municipal Law Enforcement Revenues	FCSS MLE	-753,000	-0.49%
6.06	Reduction in Contributions to Reserves	various	-668,500	-0.43%
6.07	Social Services Expenditure Reduction	CS SS	-150,000	-0.10%
6.08	Reduction in Discretionary Benefits	CS SS	-150,000	-0.10%
6.09	Incremental Recoveries from Capital & Reserves	various	-1,007,400	-0.65%
6.10	Utilization of Reserves to support Operations	FCSS PTS	-100,000	-0.06%
6.11	Other Tax Revenues	Corp Corp	-201,200	-0.13%
6.12	Urban Forest Service Reduction	various	-164,900	-0.11%
			(5,454,800)	-3.54%

## Part 1

### 2024 Budget Overview

**Chart 2**

**2024 Budget: Tax Levy Requirement Change Factors**

Ref	Description	Total	2024 Impact on Net Tax Requirement
C1	C2	C3	C4
7.00	<u>Outside Agencies</u>		
7.01	All Outside Agencies included in 4.08%	OSA	1,462,400 0.95%
		1,462,400	0.95%
8.00	Subtotal Tax Levy Change Requirement Factors effecting the 5.50% guideline rate	11,584,972	7.52%
9.00	General Inflation & Other Tax Levy Change Requirement Factors	144,117	0.09%
10.00	2024 Net Tax Levy Requirement included in the 5.50% Guideline All-inclusive rate	165,773,430	7.61%
11.00	<u>Items included in 2024 budget above the 5.50% guideline</u>		
11.01	Compensation initiatives	2,960,957	1.92%
11.02	Modifications to Transit	575,405	0.37%
11.03	Municipal Law Enforcement Expansion	387,881	0.25%
11.04	Police above 4.08%	3,410,023	2.21%
11.05	PPH above 4.08%	68,756	0.04%
11.06	PCCP above 4.08%	95,713	0.06%
11.07	In-House Snow Removal	68,902	0.04%
11.08	Generator Maintenance	308,200	0.20%
11.09	Service Peterborough Position	129,820	0.08%
		8,005,657	5.20%
11.00	Total Tax Levy Change Requirement Factors	19,590,629	12.72%
12.00	2024 Net Tax Levy Requirement included in the 9.59% Guideline All-inclusive rate	173,779,087	112.81%

## **Factors effecting Net Requirement**

### **Personnel Costs**

The 2024 Budget reflects a complement of 820.37 full-time equivalents and 151.07 part-time equivalents. The dollar value of direct compensation related to the complement is \$73.3 million for full-time and \$5.9 million for part-time positions for a total straight salary cost amounting to \$79.2 million. This represents a \$8.0 million (11.30%) increase over the 2023 levels. The increase covers 2024 requested additions and reductions, regular grid steps, the annualized impact of any 2023 hires and a provision for salary and wage settlements. Chart 3 contains the positions added in the 2024 budget.

### **Benefit costs**

Benefit costs are expected to be \$19.8 million in 2024 and are up by \$2.2 million over the 2023 levels. Benefit costs include a number of legislated benefits such as Canada Pension Plan Premiums, Employment Insurance Premiums, and OMERS Premiums plus a number of negotiated benefits such as extended health, life insurance, and dental coverage.

### **Total compensation**

When the benefit costs in effect for 2024 for full-time and part-time salaries are added, the total gross compensation for 2024 is \$98.8 million. The \$99.0 million is 27.58% of the City's total \$358.8 million gross expenditures and is a \$10.3 million (11.57%) increase over the 2023 budget.

## Staff additions recommended in the 2024 Budget

The following chart identifies the new Full-Time positions recommended in the 2024 Budget.

<b>Chart 3</b>				
<b>Proposed Full time Position Changes in the 2024 Budget</b>				
<b>Ref</b>	<b>Position</b>	<b>Group</b>	<b>OP / CAP</b>	<b>Net FTE</b>
<b>C1</b>	<b>C2</b>	<b>C3</b>	<b>C4</b>	<b>C5</b>
<b>1.00</b>	<b>Requested new full-time permanent Council Direction / Reports</b>			
1.01	Municipal Law Enforcement Assistant IPSBD23-001	126	OP	1.00
1.02	Municipal Law Enforcement Officers IPSBD23-001	126	OP	4.00
1.03	Transit Supervisor IPSTR23-004	NU	OP	2.00
1.04	Transit Drivers IPSTR23-004	ATU	OP	4.00
1.05	New Library Public Service team Lead	1833	OP	1.50
1.06	New Library Public Service Marketing	1833	OP	0.50
1.07	PW Coordinator - IPSPW23-007	504	OP	1.00
1.08	PW Supervisor - IPSPW23-007	NU	OP	1.00
1.09	Miskin Law Community Complex Rec. Booking Assistant	126	OP	1.00
1.10	Waste Water Collection Operators - New Vector truck staff	504	OP	2.00
1.11	PW Sanitation Operators - SSO	504	OP	5.00
1.12	Service Peterborough Manager CLSFS23-031	NU	OP	1.00
1.13	PW Operator 6 - In-house Snow Removal MOPW23-001	504	OP	1.53
	<b>Recommended for Critical Service Enhancements</b>			
1.14	Human Resource Generalists	NU	OP	2.00
1.15	Financial & Reporting Analyst	NU	OP	1.00
1.16	Purchasing Agent	126	OP	1.00
1.17	Corporate Buyer	126	OP	1.00
1.18	Purchasing Clerk	126	OP	0.50
1.19	Emergency and Risk Management Advisor	NU	OP	0.50
1.20	Engineering/Traffic Project Manager	NU	Cap	1.00
1.21	Residential Mechanical Insp	126	OP	1.00
1.22	Building Permit Coordinator	126	OP	1.00
1.23	InfrastructureBusiness Analyst	NU	Cap	1.00
1.24	Ecologist and Natural Heritage Planner	NU	Cap	1.00
1.25	Fire Fighters	Fire	OP	3.00
	<b>Subtotal</b>			<b>39.53</b>
<b>2.00</b>	<b>Existing Full-time Contract Position Eliminated</b>			
2.01	Purchasing Administrator	0	0	-0.15
	<b>Subtotal</b>			<b>-0.15</b>
<b>3.00</b>	<b>Existing Full Time Positions Eliminated</b>			
3.01	Procurement Coordinator	0	0	-0.50
3.02	Purchasing Clerk	0	0	-0.50
	<b>Subtotal</b>			<b>-1.00</b>
<b>4.00</b>	<b>Total Full time Change</b>			<b>38.38</b>

Supplementary compensation information can be found in Section 4 of this budget book.

### **Capital Financing Costs**

The 2024 budget provides funding for the Capital program through tax supported debt costs, Capital levy, Casino Proceeds, Legacy Fund Investment Income, reserves, and Sewer Surcharge.

Supplementary information about the Capital Financing contained in the 2024 budget can be found in Corporate Revenue and Capital Financing Supplementary sections of this book.

### **Insurance Costs**

Increases for insurance premium costs have been substantial in recent years, rising some 113% for the City during the 2020-2024 renewal periods as market conditions responded to catastrophic worldwide natural disasters. Information for the 2024 renewal has been received indicating that the cost for the overall insurance program for the City will increase a further 10%. Although up from the 2023 increase of 4%, there is an indication that the municipal insurance markets are beginning to stabilize. In addition to the annual increase, the City's provision for insurance included in the Draft 2024 Operating Budget includes the final step in the right sizing of the insurance budget.

### **Fuel Prices**

There continues to be a high degree of risk and uncertainty in predicting fuel prices. Staff have assumed, based on various economic forecasts, that fuel prices will moderate in 2024 with cessation of the final COVID pressures and a return to a more stable world economy.

### **Reserves and Recoveries**

Many of the new positions included in the 2024 budget have their cost recovered either through recoveries from capital projects, through recoveries from reserves and Other Funding sources. These recoveries ease the pressure on the Net Requirement.

### **Items over the Guideline**

The 2024 Draft Budget meets Council's 2024 guideline of an all-inclusive increase at 5.5% with additional items over the base guideline as shown in Chart 4. These additional items include Council Approved Directions, External Organization Requests and Service Delivery Enhancements that are critical to positioning the City to be future ready. These items are viewed as outside the mandate of the guideline approved by Council. Chart 4 identifies and quantifies the impact of these items on the All-inclusive rate as well as the impact for residential ratepayers.

Part 1  
2024 Budget Overview

<b>Chart 4</b>				
<b>2024 Draft Budget Guideline and Items Over Guideline</b>				
	<b>Added to Net Tax Requirement</b>	<b>All-inclusive Rate Increase</b>	<b>Increase for \$100,000 of Assessment</b>	<b>Increase for Median Assessed Home (\$260,000)</b>
<b>Base Guideline</b>	\$165,773,430	5.50%	\$95.95	\$249.47
<u>Council Approved Direction</u>				
Compensation initiatives	\$2,960,957	1.50%	\$26.32	\$68.40
Modifications to Transit	\$575,405	0.29%	\$5.11	\$13.29
Municipal Law Enforcement Expansion	\$387,881	0.20%	\$3.45	\$8.97
<b>Total Council Approved Direction</b>	<b>\$3,924,243</b>	<b>1.99%</b>	<b>\$34.88</b>	<b>\$90.66</b>
<u>External Organization Requests</u>				
Police above 4.08%	\$3,410,023	1.74%	\$30.30	\$78.78
PPH above 4.08%	\$68,756	0.04%	\$0.61	\$1.59
PCCP above 4.08%	\$95,713	0.05%	\$0.85	\$2.21
<b>Total External Requests</b>	<b>\$3,574,492</b>	<b>1.83%</b>	<b>\$31.76</b>	<b>\$82.58</b>
<u>City Service Delivery Enhancements</u>				
In-House Snow Removal	\$68,902	0.04%	\$0.61	\$1.59
Generator Maintenance	\$308,200	0.16%	\$2.74	\$7.12
Service Peterborough Position	\$129,820	0.07%	\$1.15	\$2.99
<b>Total Service Delivery Enhancements</b>	<b>\$506,922</b>	<b>0.27%</b>	<b>\$4.50</b>	<b>\$11.70</b>
<b>Total Items Over Guideline</b>	<b>\$8,005,657</b>	<b>4.09%</b>	<b>\$71.14</b>	<b>\$184.94</b>
<b>Total Net Tax Requirement</b>	<b>\$173,779,087</b>	<b>9.59%</b>	<b>\$167.09</b>	<b>\$434.41</b>

## **Net Requirement**

The net tax levy requirement in the 2024 budget equals \$173.8 million – up by \$19.7 million or 12.8% compared to 2023.

The Municipal Tax Requirement is the tax revenue required by the City to fund the operations and capital program for the year. Corporate revenues for 2024, such as Supplementary taxes, Investment interest, Payments in Lieu, and dividends from City of Peterborough Holdings Inc. total \$19.9 million and are deducted from the \$193.7 million net departmental expenditures to derive the \$173.8 million net tax levy requirements for 2024.

### **Budget Guideline – 9.59% All-inclusive increase per \$100,000 of residential assessment**

When the real assessment growth, the 12.8% municipal residential tax rate increase, the 0.0% change in the education rate, the 3.7% increase to the sewer surcharge and stormwater protection funding are all considered, for every \$100,000 of residential assessment, there is an increase of the All-inclusive rate of 9.59% or \$167.09 annual increase, \$13.92 monthly, in municipal, education, storm and sewer surcharge payable.

### **How 9.59% All-inclusive rate increase relates to the \$19.7 million increase in the Net Tax Levy Requirement**

The 9.59% All-inclusive rate increase is a reference to the increase seen for every \$100,000 of residential assessment for 2024 tax and water bills for municipal services. Staff would suggest that it is the increase on their municipal tax and sewer surcharge component of the water bills that ratepayers want to hear about and understand, as that is what directly affects them.

The \$19.7 million Net Tax Levy Requirement increase is the additional amount that will be raised from taxation over the previous year.

### **What does 1% mean?**

Both the All-inclusive Tax increase and the Net Tax Levy Requirement are within the control of Council.

For 2024, a 1.0% change in the All-inclusive Tax Rate (combined Municipal and Education Tax on Assessment plus Storm and Sewer Surcharge) equates to approximately \$1.9 million in tax supported expenditures. That is, to lower the 2024 9.59% increase to 8.59%, \$1.9 million in net tax levy funded expenditures would have to be eliminated.

Part 1  
2024 Budget Overview

Chart 5 summarizes the residential tax and sewer rates and resulting levies.

**Chart 5 - Comparative All Inclusive Tax and Sewer Surcharge Rates and Levies for \$100,000 of residential assessment**

Comparative All Inclusive Tax and Sewer Surcharge Rates and Levies Per \$100,000 of residential Assessment					
Ref C1	Description C2	2023 C3	2024 C4	Change from 2023	
				Amount C5	% C6
1.01	<b>Gross Expenditures</b>	326,812,141	358,463,093	31,650,952	9.7%
1.02	<b>Amount raised from taxation</b>	154,044,341	173,779,087	19,734,745	12.8%
1.03	<b>Effect of 2024 Real Assessment Growth on change in all- inclusive rate</b>				1.1%
2.00	<b><u>Residential Tax Rates</u></b>				
2.01	Municipal	1.3846560%	1.5442870%	0.1596310%	11.5%
2.02	Education (estimate)	0.1530000%	0.1530000%	0.0000000%	0.0%
2.03	<b>Total</b>	<b>1.5376560%</b>	<b>1.6972870%</b>	<b>0.1596310%</b>	<b>10.4%</b>
3.00	<b><u>Annual Water Rates</u></b>	196.72	200.65	3.93	2.0%
4.00	<b>Sewer Surcharge Effective Rate</b>	<b>104.46%</b>	<b>106.13%</b>	<b>1.7%</b>	<b>1.6%</b>
	<b><u>Levies / Collected</u></b>				
5.00	<b>Water Revenues</b>	19,160,100	19,543,300	383,200	2.0%
5.01	<b>Sewer Surcharge</b>	19,214,100	19,911,700	697,600	3.6%
6.00	<b>Per \$100,000 dollars of Residential Assessment</b>	100,000	100,000	0	0.0%
7.00	<b><u>Residential Tax Levy on Assessment</u></b>				
7.01	Municipal	1,384.66	1,544.29	159.63	11.5%
7.02	Education	153.00	153.00	0.00	0.0%
7.03	<b>Total</b>	<b>1,537.66</b>	<b>1,697.29</b>	<b>159.63</b>	<b>10.4%</b>
7.04	<i>Per month</i>	<i>128.14</i>	<i>141.44</i>	<i>13.30</i>	<i>10.4%</i>
8.00	<b>Sewer Surcharge Payable</b>	205.49	212.95	7.46	3.7%
8.01	<i>Per Month</i>	<i>17.12</i>	<i>17.75</i>	<i>0.62</i>	<i>3.7%</i>
9.00	<b>Total Municipal Tax, Sewer and Stormwater</b>	<b>1,590.15</b>	<b>1,757.24</b>	<b>167.09</b>	<b>10.5%</b>
9.01	<i>Per Month</i>	<i>132.51</i>	<i>146.44</i>	<i>13.92</i>	<i>10.5%</i>
10.00	<b>Combined Mun and Ed Tax Plus Sewer Surcharge &amp; Stormwater</b>	<b>1,743.15</b>	<b>1,910.24</b>	<b>167.09</b>	<b>9.59%</b>
11.01	<i>Per Month</i>	<i>145.26</i>	<i>159.19</i>	<i>13.92</i>	<i>9.59%</i>
<b>Notes</b>					
1 The tax levies shown are per \$ 100,000 of assessment Individual tax levies and percentage changes will vary depending on actual assessed values each year.					
2 A \$1,961,573 change in net tax levy for 2024 equates to a 1% change in the Combined Municipal and Education Tax on Assessment plus Sewer Surcharge. For example, to lower the 2024 proposed 09.59% increase to 08.59%, \$1,961,573 net tax levy funded expenditures would have to be eliminated.					



# Part 1 2024 Budget Overview

## What a Residential Taxpayer Pays

<b>What a Residential Tax Payer Pays for Various Municipal Services</b> <b>For the Year 2024</b> <b>Based on \$100,000 of Residential property assessment</b>						
Service, Program, Transfers	Net Requirement Before Indirect Revenues	Allocated Indirect Revenue	Net tax Levy	Residential Municipal Tax Rate	Tax levy	% of Total
<b>City Council</b>						
City Council	869,063	89,404	779,659	0.006928%	6.93	0.45%
	869,063	89,404	779,659	0.006928%	6.93	0.45%
<b>Chief Administrative Officer</b>						
Office of Chief Administrative Officer	632,903	65,109	567,794	0.005046%	5.05	0.33%
People and Culture	1,854,694	190,800	1,663,894	0.014786%	14.79	0.96%
	2,487,597	255,909	2,231,688	0.019832%	19.83	1.28%
<b>Finance and Corporate Support Services</b>						
Financial Services	2,321,140	238,785	2,082,355	0.018505%	18.50	1.20%
Strategic Communications and Service Peterborough	954,621	98,206	856,415	0.007611%	7.61	0.49%
Facilities and Property Management	1,954,699	201,088	1,753,611	0.015583%	15.58	1.01%
Corporate Information Services	4,363,295	448,870	3,914,425	0.034786%	34.79	2.25%
Emergency Management	577,124	59,371	517,753	0.004601%	4.60	0.30%
Materials Management	557,567	57,359	500,208	0.004445%	4.45	0.29%
	10,728,446	1,103,680	9,624,766	0.085530%	85.53	5.54%
<b>Legal Services</b>						
City Clerk	1,138,806	117,154	1,021,652	0.009079%	9.08	0.59%
Court Services	-86,899	-8,940	-77,959	-0.000693%	(0.69)	-0.04%
Municipal Law Enforcement	1,298,102	133,541	1,164,561	0.010349%	10.35	0.67%
Realty Services	162,074	16,673	145,401	0.001292%	1.29	0.08%
Legal Services	884,822	91,025	793,797	0.007054%	7.05	0.46%
	3,396,905	349,454	3,047,451	0.027081%	27.08	1.75%
<b>Infrastructure, Planning and Growth Management</b>						
Office of Infrastructure, Planning and Growth management	234,794	24,154	210,640	0.001872%	1.87	0.12%
Engineering and Capital Works	3,873,613	398,495	3,475,118	0.030882%	30.88	2.00%
Asset Management and Capital Planning	2,082,815	214,268	1,868,547	0.016605%	16.60	1.08%
Planning, Development and Urban Design	2,392,187	246,094	2,146,093	0.019071%	19.07	1.23%
Building Inspection and Protective Services	0	0	0	0.000000%	0.00	0.00%
	8,583,409	883,011	7,700,398	0.068430%	68.43	4.43%
<b>municipal Operations</b>						
Office of the Commissioner Municipal Operations	283,660	29,181	254,479	0.002261%	2.26	0.15%
Public Works	9,697,739	997,647	8,700,093	0.077313%	77.31	5.01%
Transit	13,520,470	1,390,907	12,129,563	0.107789%	107.79	6.98%
Environmental Services	8,066,020	829,785	7,236,235	0.064305%	64.30	4.16%
Peterborough Airport	2,316,103	238,267	2,077,836	0.018465%	18.46	1.20%
	33,883,992	3,485,786	30,398,206	0.270133%	270.13	17.49%
<b>Community Services</b>						
Community Service Administration	2,218,148	228,190	1,989,958	0.017684%	17.68	1.15%
Arts and Culture	1,817,212	186,944	1,630,268	0.014487%	14.49	0.94%
Recreation and Parks	5,607,892	576,907	5,030,985	0.044708%	44.71	2.90%
Fire Services	19,102,886	1,965,193	17,137,694	0.152294%	152.29	9.86%
Peterborough Public Library	3,760,498	386,858	3,373,640	0.029980%	29.98	1.94%
Social Services	12,495,714	1,285,486	11,210,227	0.099620%	99.62	6.45%
	45,002,350	4,629,578	40,372,772	0.358772%	358.77	23.23%
<b>Financial Services Other</b>						
Capital Financing Costs	35,584,130	3,660,687	31,923,444	0.283687%	283.69	18.37%
Property Taxation Costs	2,373,200	244,141	2,129,059	0.018920%	18.92	1.23%
Other Revenue and Expenditures	3,059,730	314,767	2,744,963	0.024393%	24.39	1.58%
	41,017,060	4,219,595	36,797,466	0.327000%	327.00	21.17%
<b>Outsde Organizations</b>						
Police Services	35,075,189	3,608,330	31,466,859	0.279630%	279.63	18.11%
Fairhaven	1,623,250	166,990	1,456,260	0.012941%	12.94	0.84%
Peterborough County/City Paramedics Service	6,381,266	656,467	5,724,799	0.050873%	50.87	3.29%
Otonabee Region Conservation Authority	855,118	87,970	767,149	0.006817%	6.82	0.44%
Peterborough Public Health	1,780,741	183,192	1,597,549	0.014197%	14.20	0.92%
Peterborough & Kawartha Economic Development	1,241,133	127,681	1,113,453	0.009895%	9.89	0.64%
Peterborough Humane Society	457,060	47,020	410,040	0.003644%	3.64	0.24%
Greater Peterborough Innovation Cluster	146,393	15,060	131,333	0.001167%	1.17	0.08%
Business Improvement Areas	177,500	18,260	159,240	0.001415%	1.42	0.09%
	47,737,650	4,910,970	42,826,681	0.380579%	380.58	24.64%
<b>Total Net Expenditures</b>	193,706,472	19,927,385	173,779,087	1.544287%	1,544.29	100.00%
<b>Notes</b>						
1. 'Net Tax Levy' equals gross expenditures less all sources of direct revenues that my apply. For example, Transportation gross expenditures less transportation revenues equals net transportation tax levy.						
2. Residential Municipal Tax Rate' shown is expressed as a percentage that when multiplied by CVA and divided by 100 equals the tax levy shown for each service. As example, the tax rate for Council is 0.006928% and the resulting tax levy for every \$100,000 of residential assessment is 6.93 (0.00006928 X \$100,000 /100 = 6.93). Some totals and subtotals may not add exactly due to rounding differences.						
3. Tax Levy shows what the taxpayer with the shown CVA pays in 2024 for the services.						

## **Supplementary Municipal Tax Information**

More information regarding Municipal tax calculation can be found in Section 3 of this budget book.

### **Year-End Transfers**

Throughout the Operating Budget, there are many ongoing recommendations that Council approved to transfer any unused portion of a certain budget to a specific reserve. The funds in the reserve might be for future capital works or to draw on and bring into operating in a year where operating costs exceed the budget. These transfers are dependent on the City's overall year-end financial position. These are listed in Part 2 of this Highlights Book, in their appropriate section.

### **2024 Capital Budget: \$128.2 million**

There are 147 capital projects that make up the 2024 Capital Budget cost of \$128.2 million. When future projects are included, the number of projects contained in the 2024 budget is 367.

Capital Projects are identified as either a "Tangible Capital Asset (TCA) Project" or as an "Other Capital Project." The segregation gives direction to staff on how to appropriately account for the projects in the City's books and is an indicator of how they will be presented in the City's audited financial statements.

TCAs are defined as:

"...real or personal property that have a physical substance that:

- Are used in the production or supply of goods and services, rental to others, administrative purposes or for the development and construction of other tangible capital assets.
- Have an estimated life of greater than one year; and
- Are used on a continuing basis.

Part 1  
2024 Budget Overview

## Pre-Commitments of 2024 and Future Budgets

Council has previously approved pre-commitments totalling \$33.6 million which are included in the 2024 Draft Budget. The pre-commitments in the 2024 budget and future budgets are shown on reference lines 1-7 in Chart 2 of this report.

Staff are recommending further pre-commitments as part of the 2024 Draft Budget as shown on lines 9-16 of the following chart. Should Council approve the 2024 budgets of the listed projects, staff recommend that the 2025, 2026 and 2027 portions be pre-committed to facilitate the procurement and construction processes. Altogether, the pre-commitments for 2025 to 2027 total \$56.8 million.

	Project name	Report Reference / Council Approval Date	Total 2024 Commitment	Total 2025 Commitment	Total 2026 Commitment	Total 2027 Commitment	Total 2028 Commitment
1	Additional Hydro Excavation Truck	Motion by Council January 30, 2023	\$ 885,000	\$ -	\$ -	\$ -	\$ -
2	Canadian Canoe Museum - Capital Build	CLSFS21-021	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
3	Healthy Planet Arena - Phase 2 of project	Motion by Council January 30, 2023	\$ 4,000,000	\$ -	\$ -	\$ -	\$ -
4	New Arena and Aquatics Complex	CSD21-009	\$ 24,000,000	\$ -	\$ -	\$ -	\$ -
5	Lansdowne St. Rehabilitation - Park Street to Otonabee River	IPSENG23-008	\$ 3,050,000	\$ -	\$ -	\$ -	\$ -
6	Curtis Creek Watershed Improvements	IPSENG23-010	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -
7	Temporary Traffic Signals at intersection of Brealey Drive and Cherryhill Road	IPSENG23-013	\$ 160,000				
8	<b>Sub-Total Prior Approved</b>		<b>\$ 33,595,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>
9	Lansdowne Street West - Spillsbury Drive to Clonsilla Avenue	2024 budget recommendation	\$ -	\$ 9,100,000	\$ -	\$ -	\$ -
10	Brealey Drive - Lansdowne Street to Sherbrooke Street	2024 budget recommendation	\$ -	\$ 10,580,000	\$ -	\$ -	\$ -
11	Otonabee River Trail - Del Cray Park to Little Lake Cemetery	2024 budget recommendation	\$ -	\$ 2,660,000	\$ -	\$ -	\$ -
12	Curtis Creek Watershed Improvements	2024 budget recommendation	\$ -	\$ 940,000	\$ -	\$ -	\$ -
13	Effluent Disinfection Revitalization and Expansion	2024 budget recommendation	\$ -	\$ 7,000,000	\$ 7,000,000	\$ 3,000,000	\$ -
14	Replace Digester #1 & 2	2024 budget recommendation	\$ -	\$ 5,000,000	\$ -	\$ -	\$ -
15	Aviation Fuel Facility	2024 budget recommendation	\$ -	\$ 850,000	\$ -	\$ -	\$ -
16	Aircraft Storage Hangar	2024 budget recommendation	\$ -	\$ 700,000	\$ -	\$ -	\$ -
17	<b>Sub-total Pre-Commitment Requests</b>		<b>\$ -</b>	<b>\$ 36,830,000</b>	<b>\$ 7,000,000</b>	<b>\$ 3,000,000</b>	<b>\$ -</b>
18	<b>Total</b>		<b>\$ 33,595,000</b>	<b>\$ 37,330,000</b>	<b>\$ 7,500,000</b>	<b>\$ 3,500,000</b>	<b>\$ 500,000</b>
19	<b>Tax Supported</b>		<b>\$ 7,999,480</b>	<b>\$ 16,493,500</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>
20	<b>Non-Tax Supported</b>		<b>\$ 25,595,520</b>	<b>\$ 20,836,500</b>	<b>\$ 7,000,000</b>	<b>\$ 3,000,000</b>	<b>\$ -</b>

### **Capital Needs Outweigh Funds Available**

With Report CPFS12-011 and as updated with Report CLSFS21-024 Debt Management and Capital Financing Plan, Council adopted a series of recommendations that created opportunities to add additional capital financing into the annual budget, including:

- c) That, to phase-in the new maximum debt limit, the total annual amount of new tax-supported debt charges and any increase in the capital levy provision be limited so that the impact on the residential all-inclusive tax increase does not exceed 1% per year.

When preparing the 2024 Capital Budget, the requested capital program from Departments far exceeded the available funds. As in prior years, the program was reduced to come in within the funding available. This exercise continues to grow in complexity given the pressure to move projects forward and the reduction of the capital financing plan from 1.0% in 2013 through 2017, 0.5% in 2018, 0.0% in 2019, 2020 and 2021, 0.5% in 2022, 0.76% in 2023, and a recommendation of 1.00% for the 2024 budget for tax supported debt servicing costs.

Staff made difficult decisions in deferring projects from the 2024 draft budget.

In looking forward to future years, capital pressures will continue to outweigh available funds. The most recent Council-approved Asset Management Plan (Report IPSIM22-011) in 2022, estimated that the current capital funding deficit to maintain desired levels of service and meet the needs of the growing community was approximately \$70M annually. In the 2024 Capital Budget, even if staff assumes that the current capital financing policy continues for future years, there is not sufficient financing to fund the requests for 2025-2028. For this reason, Council is cautioned not to assume a project will be completed in the future year as shown in this budget document. Council and staff will continue to work on what their priorities are for the capital program, available financing, and look for creative ways to address capital needs. Asset Management will play an increasing role in prioritizing capital projects.

Part 1  
2024 Budget Overview

---

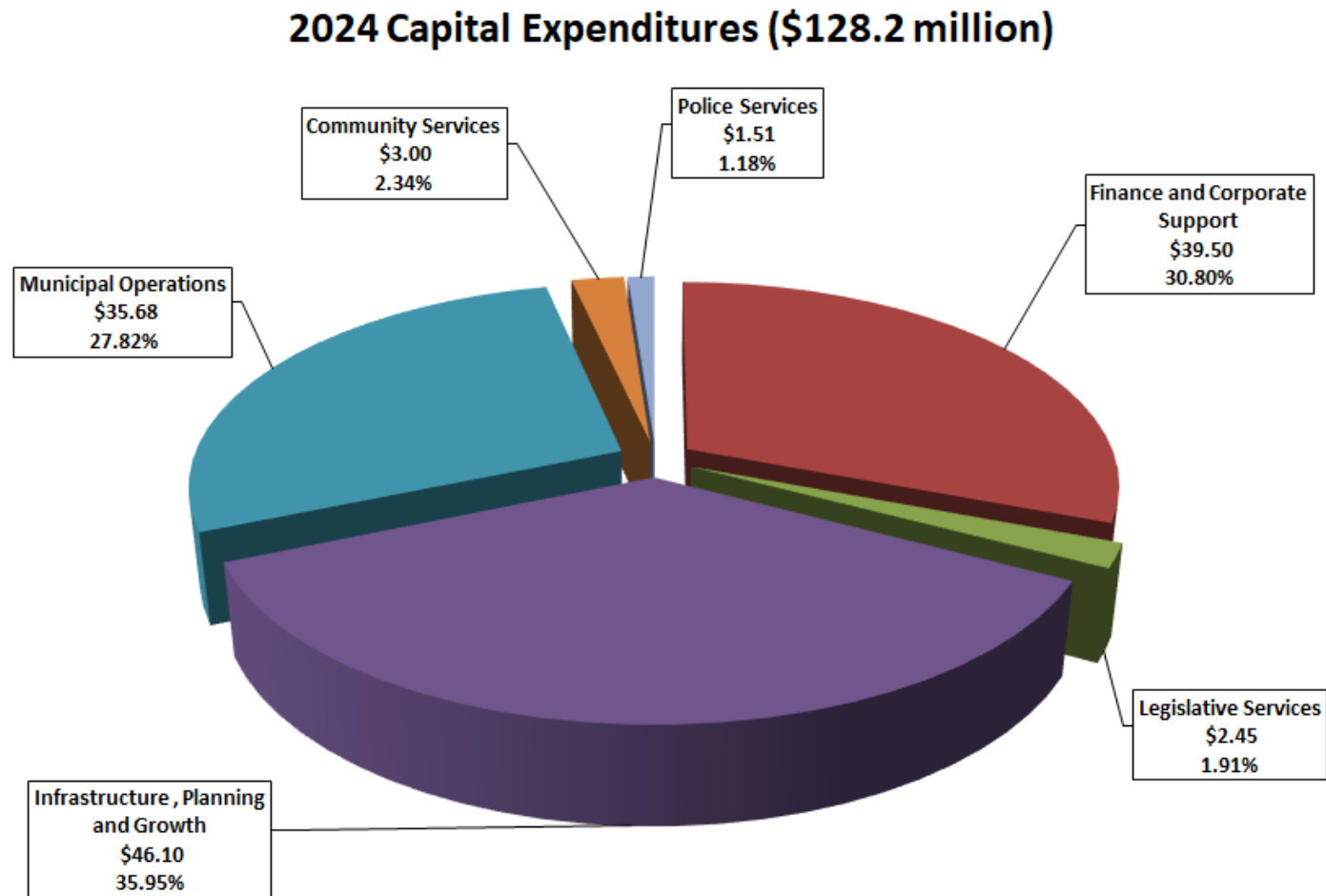
**2024 Capital Budget Summary: \$128.2 million**

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Combined Tangible and Other Capital Program Summary																
Finance and Corporate Support		333,455.2	65,816.7	39,495.2	1,330.0	38,165.2	3,188.6	100.0	26,627.3	8,249.3	48,506.3	48,176.3	42,246.0	41,815.0	137,391.0	135,395.5
Legislative Services		16,340.0	2,290.0	2,450.0		2,450.0			2,080.0	370.0	1,600.0	1,600.0	1,600.0	1,600.0	8,400.0	8,400.0
Infrastructure, Planning and Growth		1,041,034.3	136,588.6	45,446.0	616.3	44,829.7	2,164.6	425.0	16,354.4	25,885.7	78,096.9	77,586.9	66,615.4	64,785.4	714,287.4	692,443.8
Municipal Operations		369,734.5	122,013.6	36,325.3	3,008.3	33,317.1	1,384.1	57.3	18,811.3	13,064.3	69,643.1	38,243.8	86,898.8	61,232.8	54,853.7	39,241.7
Community Services		108,844.9	20,483.6	3,001.7	200.0	2,801.7	141.6	367.7	172.2	2,120.1	5,818.5	5,387.4	14,781.6	11,464.8	64,759.6	51,836.0
Police Services		9,642.0	2,813.9	1,508.3		1,508.3	1,508.3				1,076.3	1,076.3	1,099.8	1,099.8	3,143.7	3,143.7
Total		1,879,050.9	350,006.4	128,226.5	5,154.6	123,071.9	8,387.2	950.1	64,045.2	49,689.5	204,741.1	172,070.8	213,241.6	81,997.9	982,835.3	930,460.6

**Supplementary Information**

The “2024 Capital Financing Supplementary Information” section of this Highlights Book provides more information about Capital Levy, Tax Supported Debt, Reserve and Reserve Funds, Canada Community Benefit Funds and Development Charge revenue.

## 2024 Capital Expenditures and Financing by Source



Part 1  
2024 Budget Overview

## 20 Largest 2024 Capital Projects

The \$90.6 million in these top 20 projects represents 71.40% of the total \$128.2 million Capital Budget.

Ref	Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
					Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
1	New Arena and Aquatics Complex	15692	118,520.0	44,520.0	24,000.0	1,000.0	23,000.0			20,600.0	2,400.0					50,000.0	49,000.0
2	Brealey Drive - Lansdowne St to Sherbrooke St	15189	20,673.5	673.5	9,420.0		9,420.0			6,420.0	3,000.0	10,580.0	10,580.0				
3	Pavement Preservation Program	22-020	50,850.0	9,600.0	5,500.0		5,500.0			1,000.0	4,500.0	5,500.0	5,500.0	5,650.0	5,650.0	24,600.0	24,600.0
4	Fleet Replacement and Equipment	20-038	25,507.7	7,710.6	5,200.0		5,200.0				5,200.0	489.5	489.5	1,819.2	1,819.2	10,288.5	10,288.5
5	Replace Digester #1 and 2	20-034	17,500.0	7,500.0	5,000.0	5,000.0						5,000.0					
6	Effluent Disinfection Revitalization and Expansion	20-035	32,750.0	10,750.0	5,000.0	5,000.0						7,000.0		7,000.0		3,000.0	
7	Lansdowne St Rehabilitation - Park St to Otonabee River	17-009	32,175.0	6,125.0	4,050.0		4,050.0				4,050.0			8,000.0	8,000.0	14,000.0	14,000.0
8	Healthy Planet Arena - Replace Refrigeration Plant, (2) Ice	20-015	5,928.0	2,928.0	3,000.0		3,000.0				3,000.0						
9	Septage Receiving Replacement	22-015	8,700.0	5,800.0	2,900.0		2,900.0				2,900.0						
10	Eastern Trunk Sewer	16-099	6,000.0	250.0	2,750.0		2,750.0			2,750.0		3,000.0	3,000.0				

Part 1  
2024 Budget Overview

Ref	Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
					Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
11	Curtis Creek Watershed Improvements	16-083	36,900.0	8,550.0	2,660.0	516.3	2,143.7			521.7	1,622.0	940.0	940.0			24,750.0	24,750.0
12	Peterborough Landfill Site	15468	32,654.5	22,594.5	2,610.0	1,305.0	1,305.0	805.0		500.0		2,000.0		2,000.0		3,450.0	725.0
13	Transit Garage Replacement	17-148	62,750.0	10,040.0	2,500.0	529.0	1,971.0			1,964.2	6.8	20,000.0	5,334.0	20,000.0	5,334.0	10,210.0	2,723.0
14	Downtown Street Surface Repairs	24-131	2,300.0		2,300.0		2,300.0			450.0	1,850.0						
15	Property Acquisitions	23-002	16,090.0	2,290.0	2,200.0		2,200.0			1,830.0	370.0	1,600.0	1,600.0	1,600.0	1,600.0	8,400.0	8,400.0
16	Bonnerworth Park Redevelopment Project	24-051	4,425.0		2,035.0		2,035.0			2,032.3	2.8	2,390.0	2,390.0				
17	Sanitary Sewer (Relining, Renew & Repair)	07384	24,578.3	18,078.3	1,750.0		1,750.0				1,750.0	1,750.0	1,750.0	1,500.0	1,500.0	1,500.0	1,500.0
18	Source Separated Organics Program Implementation	19-107	23,889.2	22,189.2	1,700.0		1,700.0			1,700.0							
19	2024 PW Sidewalk Reconstruction	23-014	5,947.1	1,400.0	1,531.1		1,531.1			1,531.1		1,486.0	1,486.0	1,530.0	1,530.0		
20	Various Police Capital Projects 2024	22-047	9,044.5	2,656.4	1,508.3		1,508.3	1,508.3				1,076.3	1,076.3	1,099.8	1,099.8	2,703.7	2,703.7
	Total		537,182.9	183,655.6	87,614.4	13,350.3	74,264.1	2,313.3	0.0	41,299.3	30,651.5	62,811.8	34,145.8	50,199.1	26,533.1	152,902.2	138,690.2



## **Climate Emergency**

The City of Peterborough is committed to developing and upholding policies and practices which demonstrate meaningful climate action, that significantly reduces community and corporate sources that contributes greenhouse gas (GHG) emissions to limit runaway climate change impacting Peterborough via extreme weather events.

On September 23, 2019, the City of Peterborough declared a Climate Emergency that included directing staff to report on opportunities to:

- Greatly accelerate timelines for our existing actions to reduce the effects of climate change;
- Add new actions and proposals to reduce greatly our GHG emissions;
- Identify the budgetary implications of proposed actions, including opportunities to engage all other levels of government and private sources, to combat climate change;
- Incorporate a climate change lens into all city actions and policies recognizing the need to achieve a target of 45% GHG emission reduction by 2030 and net zero by 2050;
- Engage and educate the public about this crisis to support the city's efforts to meet these goals.

The City's goal for climate action is to have an integrated portfolio of policies, projects, and programs to reduce GHG emissions (mitigation) and those focused on coping with the impacts of the changing climate (adaptation).

The City is making sizable annual investments by developing several projects that focus on mitigation and adaptation. A list of projects included in the 2024 Budget demonstrating the City's commitment to climate action is included in the discussion of each division's budget in Part 2 of this Highlights Book and is summarized beginning on page 22. The highlighted projects address mitigation and/or adaptation in some aspect such as use of modern technologies to reduce energy consumption or infrastructure improvements to increase resiliency from intense weather events.

## **Climate Change Reserve**

As part of the 2020 budget review Council demonstrated a commitment to advancing climate adaptation and mitigation efforts by including an annual allocation of \$426,400 to the Climate Change Reserve. As part of the 2022 budget review Council amended the allocation to include an annual CPI adjustment. For 2024 the allocation will be \$494,089. This funding is an annual

contribution to a reserve, built into the annual base operating budget. Expenditures are recommended to Council as part of the annual budget review.

Past investments from previous allocations to the Climate Change Reserve include, but are not limited to the following projects/initiatives that are complete or in progress:

- Arena ice resurfacers
- Community Climate Change Action Plan 2.0
- Alternative Fuel Study for Transit and Non-Transit Vehicles
- Electric vehicle charging infrastructure at municipal facilities
- Electric and plug-in hybrid vehicle purchases (light and heavy-duty vehicles)
- Electric lawncare and snow removal equipment
- Program design study for a residential Home Energy Efficiency Program (HEEP)
- City's contribution for application for capital funding to the Federation of Canadian Municipalities to fund the HEEP
- Supporting construction of new Net-Zero Fire Station No. 2
- Community Buildings Retrofit Study at energy intensive municipal facilities
- Staffing costs to implement climate change related projects

The Climate Change Reserve is intended to be used to advance corporate and community climate change initiatives. In the 2024 Budget the funding has been allocated as follows:

- **Climate Change Action Plan.** These funds are used to leverage external grant opportunities for climate change projects and implementation of the priorities outlined in the Climate Change Action Plan. These projects do not result in the creation of Tangible Capital Assets. Some specific climate change projects targeted for 2024 are:
  - Implementation of Climate Change Action Plan projects
  - Solar Canopy – Water Retention Feasibility Study
  - Bird friendly window decal installations at facilities
  - Continued funding to Green Economy Peterborough to support businesses in implementing GHG reduction plans
  - Transit fare incentive program to increase ridership of key demographics that will support long term mode shift objectives

- **Climate Change Action Plan – Tangible Capital Assets.** These funds support corporate projects that promote energy conservation, water conservation, sustainable infrastructure, and implement/pilot green technology (e.g., water refilling stations, solar PV installation, electric vehicle charging infrastructure, smart rain barrel/low-impact development technologies) through the creation of Tangible Capital Assets.
  - Expansion of corporate electric vehicle charging network
  - Purchasing an electric heavy-duty truck for the fleet
  - Continuing the purchase of small electric maintenance equipment
  - Green waste education program at schools
  - 2004 flood commemoration art project
  - Implement mechanical and building upgrades recommended in the Community Buildings Retrofit Study
- **Staffing costs.** Climate Change Coordinator position.

**Table 1: Summary of Climate Change Reserve Transactions in Draft 2024 Budget**

Item	Amount
Climate Change Action Plan	\$300,000
Climate Change Action Plan – Tangible Capital Assets	\$250,000
Climate Change Coordinator Position	\$ 79,035
<b>Total Transfers from Reserve</b>	<b>\$629,035</b>
<b>Contribution to Reserve</b>	<b>\$494,089</b>

### **Climate Mitigation and Adaptation Project Summary**

The chart below summarizes all the projects included in the 2024 budget that address climate adaptation and/or mitigation in some way.

2024 TCA and Other Projects Climate Mitigation and Adaptation Project Summary	
<u>Division</u>	<u>Project Title</u>
<b>Climate Mitigation</b>	
Strategic Communications and Service Peterborough	Website Refresh
Facilities Management	Healthy Planet Arena - Replace Refrigeration Plant, (2) Ice Pads, Dasher Boards and Lighting
Municipal Law Enforcement Services	Municipal Law Enforcement Vehicles
Arterial Streets	Various Intersection Improvement Program
Active Transportation	Otonabee River Trail - Del Crary Park to Little Lake Cemetery
Active Transportation	Various New Sidewalk Installations
Active Transportation	Rotary Trail Crossing - Hunter St East
Traffic and Transportation	Smart Signal Implementation
Traffic and Transportation	Traffic Signal Uninterrupted Power Supply Equipment
Geomatics/Mapping	Vertical / Horizontal Control Monuments
Geomatics/Mapping	Remote Sensing Data Acquisition
Transportation Planning	Amend Sherbrooke Street Reconstruction Class EA
Transportation Planning	Transportation Safety Program and Implementation Strategy
Transportation Planning	Cycling Master Plan Implementation Projects
Transportation Planning	Transportation Planning Projects
Planning	Secondary Plans
Public Works	Fleet Replacement and Equipment
Public Works	2024 PW Sidewalk Reconstruction
Public Works	Municipal Snow Storage Facility ECA and Compliance Improvements
Transit	Transit Garage Replacement

2024 TCA and Other Projects Climate Mitigation and Adaptation Project Summary	
<u>Division</u>	<u>Project Title</u>
<b>Climate Mitigation</b>	
Transit	Phase 2 - Transit ITS Program
Transit	Accessible Transit Stops
Waste Management	Peterborough Landfill Site
Waste Management	Source Separated Organics Program Implementation
Fire Services	Fire Apparatus Replacement/Additions
<b>Climate Adaptation</b>	
Arterial Streets	Chemong Road - Parkhill Rd to Sunset Blvd
Road State of Good Repair	Storm Sewer Rehabilitation Program
Bridges	Television Road Bridge over South Meade Creek
Storm Sewers	City Wide Stormwater Quality Master Plan Implementation
Flood Reduction	Curtis Creek Watershed Improvements
Flood Reduction	CCTV Inspection of Sewers
Flood Reduction	Flow & Rainfall Monitoring
Environmental Services	Additional Hydro Excavation Truck
<b>Climate Adaptation and Climate Mitigation</b>	
Facilities and Planning Initiatives	Miskin Law Community Complex
Arterial Streets	Brealey Drive - Lansdowne St to Sherbrooke St

**2024 TCA and Other Projects**  
**Climate Mitigation and Adaptation Project Summary**

**Division**

**Project Title**

**Climate Adaptation and Climate Mitigation**

Arterial Streets	Lansdowne St Rehabilitation - Park St to Otonabee River
Arterial Streets	Sherbrooke St - Glenforest to West City Limit
Road State of Good Repair	Sanitary Sewer Rehabilitation
Sanitary Sewers	Sanitary Sewer Master Plan Implementation
Flood Reduction	Sanitary Sewer (Relining, Renew & Repair)
Asset Management	Climate Change Action Plan - TCA
Public Works	Emerald Ash Borer (EAB) Management Plan
Asset Management	Climate Change Action Plan
Asset Management	Asset Management Project
Planning	Parkland Development Assist
Planning	Central Area Master Plan Implementation Phase
Museum	Museum - Reconciliation
Recreation Services Facilities	Ice Resurfacers - All Arenas



## Budget Highlights

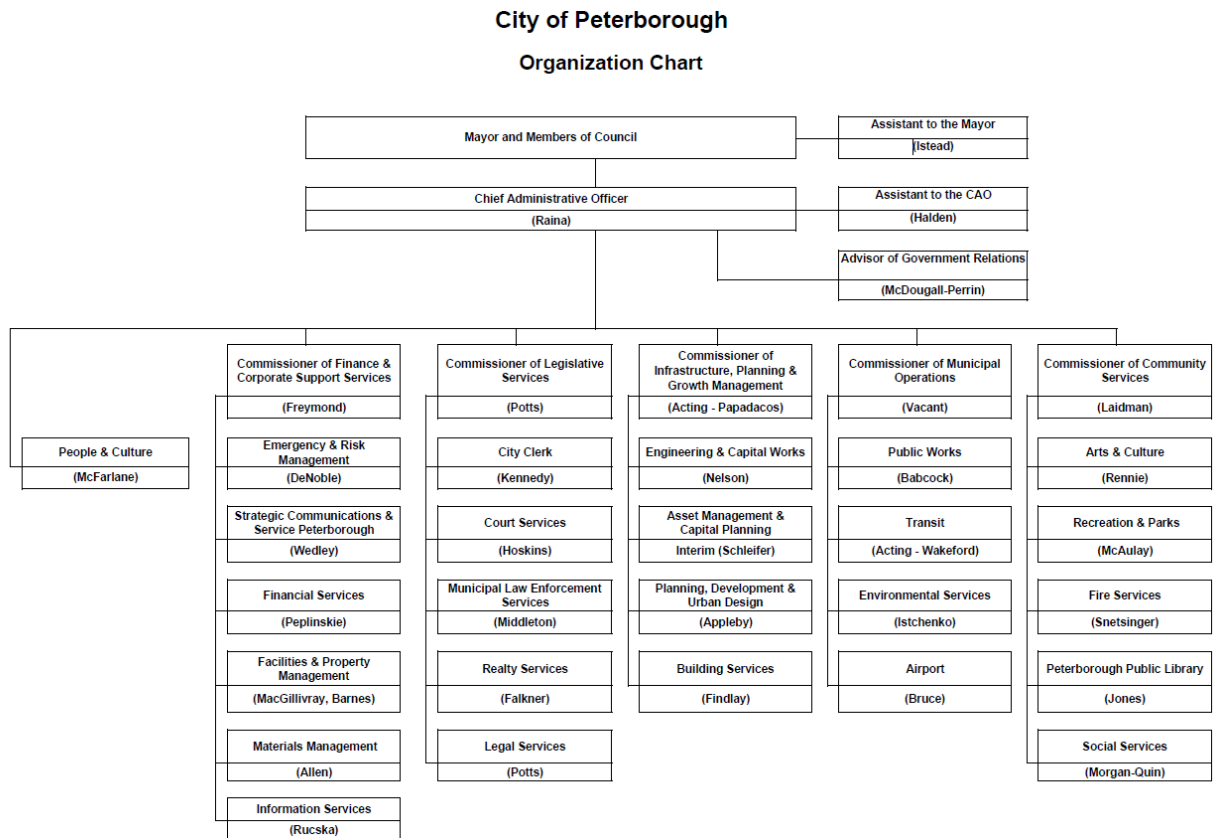
# **Part 2: 2024 Operating and Capital Budget Review**

(by Department)

## Organization Chart

---

The following organization chart shows each department and the division within each.



November 2023



## City Council

---

The City of Peterborough operates on the Council-Chief Administrative Officer system of municipal government. The Council is comprised of a Mayor and ten Councillors who hold regular General Committee and Council meetings on a four-week cycle.

The budget includes remuneration for the Mayor and Councillors, a staff position for an Assistant to the Mayor, corporate membership fees and training expenses for council members.

Council Remuneration is based on the motions approved with Report CLSFS20-071 dated December 1, 2020. The motions read as follows:

- b) That the current level of Council compensation indexing be maintained annually with increases for the 2022-2026 term of Council the lesser of either the CPI or staff increases; and
- c) That as of December 2022, Councillor Compensation include certain Employee Benefits as outlined in Chart 1 of Report CLSFS20-071 and,
  - i) That the position of Councillor also receive an annual car/transportation allowance in the amount of 50% of the Mayor's car allowance;
  - ii) That the position of Councillor receive matching funds to a registered pension fund up to 9% of their base Council salary.

For the 2024 Budget, remuneration for the Mayor is estimated to be \$90,016 plus \$21,683 in benefits and for each Councillor, \$35,319 plus \$9,367 in benefits.

Part 2  
2024 Operating and Capital (by Department)

**City Council – Operating Budget**

<div> <div></div> <div>City of Peterborough</div> <div>2024 Operating Budget</div> </div>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Council</b>					
Expenditures					
City Council	805,206	817,468	869,063	7.9%	63,856
	805,206	817,468	869,063	7.9%	63,856
City Council	805,206	817,468	869,063	7.9%	63,856
<b>Net Requirements</b>	805,206	817,468	869,063	7.9%	63,856

The increased budget for 2024 includes expenditures for all council members to attend one conference, plus approved wage and benefits costs.

## Chief Administrative Officer Departmental Summary – Operating Budget

The Chief Administrative Officer (CAO) is responsible for the co-ordination, administration, and direction of all affairs of the corporation, including direct oversight over the People and Culture division.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Chief Administrative Officer</b>					
<b>Expenditures</b>					
Chief Administrative Officer	460,700	541,651	632,903	37.4%	172,204
People and Culture	1,233,771	1,247,695	1,954,694	58.4%	720,922
	<b>1,694,471</b>	<b>1,789,346</b>	<b>2,587,597</b>	<b>52.7%</b>	<b>893,126</b>
<b>Revenues</b>					
Chief Administrative Officer	40,783	40,783	0	-100.0%	-40,783
People and Culture	10,672	10,672	100,000	837.0%	89,328
	<b>51,455</b>	<b>51,455</b>	<b>100,000</b>	<b>94.3%</b>	<b>48,545</b>
<b>Net Requirements</b>					
Chief Administrative Officer	419,917	500,868	632,903	50.7%	212,987
People and Culture	1,223,099	1,237,023	1,854,694	51.6%	631,594
	<b>1,643,016</b>	<b>1,737,891</b>	<b>2,487,597</b>	<b>51.4%</b>	<b>844,581</b>

### Office of the Chief Administrative Officer – Operating Budget

The Office of Chief Administrative Officer is comprised of the Chief Administrative Officer, an Administrative Assistant, and a Government Relations position. The increased budget for 2024 includes the new Advisor of Government Relations position. The 2023 budgeted revenue included a transfer from reserve that is not required in the 2024 budget.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Chief Administrative Officer</b>					
Expenditures					
Office of Chief Administrative Officer	460,700	541,651	632,903	37.4%	172,204
	460,700	541,651	632,903	37.4%	172,204
Revenues					
Office of Chief Administrative Officer	40,783	40,783		-100.0%	-40,783
	40,783	40,783	0	-100.0%	-40,783
Net Requirements	419,917	500,868	632,903	50.7%	212,987

### Recommendation

That any unused CAO Budget at the end of 2024 be transferred to the Organizational Development Reserve, subject to the overall year-end position.

### People and Culture – Operating Budget

The People and Culture (PC) Division ensures corporate compliance with legislative requirements such as the Employment Standards Act, Occupational Health & Safety Act, Workplace Safety & Insurance Act as well as ensures compliance with our Collective Agreements and corporate policies and procedures. PC leads the recruitment & selection process, provides health & safety advisory services, labour relations, disability management, compensation and benefits administration, service recognition programs and training & professional development opportunities.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>People and Culture</b>					
<b>Expenditures</b>					
People and Culture	1,233,771	1,247,695	1,954,694	58.4%	720,922
	<b>1,233,771</b>	<b>1,247,695</b>	<b>1,954,694</b>	<b>58.4%</b>	<b>720,922</b>
<b>Revenues</b>					
People and Culture	10,672	10,672	100,000	837.0%	89,328
	<b>10,672</b>	<b>10,672</b>	<b>100,000</b>	<b>837.0%</b>	<b>89,328</b>
<b>Net Requirements</b>					
People and Culture	1,223,099	1,237,023	1,854,694	51.6%	631,594
	<b>1,223,099</b>	<b>1,237,023</b>	<b>1,854,694</b>	<b>51.6%</b>	<b>631,594</b>

The 2024 requested level of funding supports much needed enhancements to existing services provided by PC across the corporation with two new HR Generalist positions. These new staff positions will support much needed enhancements and modernization of HR policies, procedures, and practices. A portion of PC expenses is charged out to other divisions whose operating costs can be partially recovered from other funding sources such as Social Services subsidies and Building Permit fees.

## Finance and Corporate Support Services Departmental Summary – Operating Budget

This Department facilitates coordinated and effective delivery of services provided by Emergency and Risk Management, Strategic Communications and Service Peterborough, Financial Services, Facilities and Property Management and Information Services as well as general revenues and expenditures not attributed to specific divisions.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Finance and Corporate Support Services</b>					
<b>Expenditures</b>					
Emergency and Risk Management	526,817	528,568	657,724	24.8%	130,907
Strategic Communications and Service Peterborough	527,830	446,644	954,621	80.9%	426,791
Financial Services	2,778,547	2,816,018	3,202,740	15.3%	424,193
Facilities and Property Management	2,691,588	2,713,710	3,024,312	12.4%	332,724
Materials Management	485,669	485,668	575,363	18.5%	89,694
Information Services	3,791,195	3,779,957	4,463,295	17.7%	672,100
	<b>10,801,647</b>	<b>10,770,564</b>	<b>12,878,055</b>	<b>19.2%</b>	<b>2,076,408</b>
<b>Revenues</b>					
Emergency and Risk Management	30,600	30,600	80,600	163.4%	50,000
Financial Services	822,002	824,000	881,600	7.3%	59,598
Facilities and Property Management	1,177,018	1,149,199	1,069,613	-9.1%	-107,405
Materials Management	71,164	71,164	17,796	-75.0%	-53,368
Information Services	65,000	65,000	100,000	53.8%	35,000
	<b>2,165,784</b>	<b>2,139,963</b>	<b>2,149,609</b>	<b>-0.7%</b>	<b>-16,175</b>
<b>Net Requirements</b>					
Emergency and Risk Management	496,217	497,968	577,124	16.3%	80,907
Strategic Communications and Service Peterborough	527,830	446,644	954,621	80.9%	426,791
Financial Services	1,956,545	1,992,018	2,321,140	18.6%	364,595
Facilities and Property Management	1,514,571	1,564,511	1,954,699	29.1%	440,129
Materials Management	414,505	414,504	557,567	34.5%	143,062
Information Services	3,726,195	3,714,957	4,363,295	17.1%	637,100
	<b>8,635,863</b>	<b>8,630,601</b>	<b>10,728,447</b>	<b>24.2%</b>	<b>2,092,583</b>

Part 2  
2024 Operating and Capital (by Department)

---

## Finance and Corporate Support Services Summary - Capital Budget

### Tangible Capital Budget Summary 2024-2033 & Subsequent Years

Project Description	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
			Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Finance and Corporate Support Services Summary															
Strategic Communications and Service Peterborough	227.0	177.0	25.0		25.0				25.0	25.0	25.0				
Corporate Other	2,221.8	968.8	466.0		466.0	466.0				787.0	787.0				
Facilities Management	140,703.0	7,153.0	7,660.0		7,660.0	925.0		2,795.0	3,940.0	33,310.0	33,310.0	33,960.0	33,960.0	58,620.0	58,620.0
Facilities and Planning Initiatives	162,081.8	48,892.3	27,910.0	1,330.0	26,580.0			23,832.3	2,747.8	12,140.5	11,810.5	6,242.0	5,811.0	66,897.0	64,901.5
Information Services	19,623.9	4,418.9	2,400.2		2,400.2	1,777.2			623.0	1,354.8	1,354.8	1,150.0	1,150.0	10,300.0	10,300.0
Total	324,857.6	61,610.1	38,461.2	1,330.0	37,131.2	3,168.2		26,627.3	7,335.8	47,617.3	47,287.3	41,352.0	40,921.0	135,817.0	133,821.5

Part 2  
2024 Operating and Capital (by Department)

---

## Finance and Corporate Support Services Summary – Other Capital Budget

### Other Capital Budget Summary 2024-2033 & Subsequent Years

Project Description	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
			Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Finance and Corporate Support Services Summary															
Strategic Communications and Service Peterborough	50.0		50.0		50.0				50.0						
Corporate Other	6,783.2	3,117.2	859.0		859.0		100.0		759.0	764.0	764.0	769.0	769.0	1,274.0	1,274.0
Facilities Management	1,764.4	1,089.4	125.0		125.0	20.4			104.6	125.0	125.0	125.0	125.0	300.0	300.0
Total	8,597.7	4,206.7	1,034.0		1,034.0	20.4	100.0		913.6	889.0	889.0	894.0	894.0	1,574.0	1,574.0



## Part 2

### 2024 Operating and Capital (by Department)

#### Emergency and Risk Management - Operating Budget

The Emergency and Risk Management Division leads corporate risk management services, claims handling, insurance procurement and the Facility User Insurance Program. The Division leads the corporate Business Continuity Program and is responsible for the Labour Disruption Contingency Plan to ensure the continuity of critical services during a business interruption or in the event of a strike / lockout involving one of the City's collective bargaining units.

The City's emergency management program establishes a framework to ensure the City is prepared to deal with a variety of hazards and risks, and to adhere to the legislated requirements of the **Provincial Emergency Management and Civil Protection Act** and associated regulations. The City is a designated "Host Municipality" in the Provincial Nuclear Emergency Response Plan in the event of an incident at the Darlington or Pickering Nuclear Generating Stations.

The insurance portfolio is renewed annually for all City operations and assets, and staff recommend insurance terms for City contracts and RFPs. Emergency and Risk Management staff work with the insurance broker, adjusters, and legal counsel to administer and resolve claims made against all City departments and the Peterborough Police Service.

<b>City of Peterborough</b> <b>2024 Operating Budget</b>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Emergency and Risk Management</b>					
Expenditures					
Emergency and Risk Management	526,817	528,568	657,724	24.8%	130,907
	526,817	528,568	657,724	24.8%	130,907
Revenues					
Emergency and Risk Management	30,600	30,600	80,600	163.4%	50,000
	30,600	30,600	80,600	163.4%	50,000
Net Requirements					
Emergency and Risk Management	496,217	497,968	577,124	16.3%	80,907
	496,217	497,968	577,124	16.3%	80,907

## Part 2

### 2024 Operating and Capital (by Department)

---

The increased budget for 2024 includes a new position for the Emergency and Risk Management division. The new Emergency and Risk Management Advisor will be responsible to maintain incident and claims files, collate materials for litigated files, facilitate Certificates of Insurance for all City Departments, reconcile department information for insurance renewals, and provide backup for claims handling and notifications. The position will aid in the maintenance of other City Emergency Response Plans and procedures, public education, and training. The salary for this position will be offset by the new Provincial Nuclear Emergency Management Transfer Payment for Designated Host Communities (up to \$50,000 annually). The addition of this position will help to address concerns around Certificates of Insurance and allow other Division staff to focus on the increasing number of claims, incident/risk mitigation measures, provision of insurance support and expertise for department project managers, and to ensure the City continues to meet legislated requirements and increased demands for internal and external emergency planning, training, and exercises.

Part 2  
2024 Operating and Capital (by Department)

---

**Strategic Communications and Service Peterborough - Operating Budget**

Strategic Communications guides, supports, and coordinates communication activities, corporate customer service initiatives and will oversee the operations of the new Service Peterborough section. Approved by Council in 2023 with Report CLSFS23-031, Service Peterborough is an integrated, centralized customer service approach for in-person and by-phone interactions at City Hall. Bringing together front-line services into a consolidated contact point will make it easier for residents, businesses, and customers to access and navigate City services.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Strategic Communications and Service Peterborough</b>					
Expenditures					
Strategic Communications	527,830	446,644	529,509	0.3%	1,679
Service Peterborough			425,112	0.0%	425,112
	527,830	446,644	954,621	80.9%	426,791
Revenues					
	0	0	0	0.0%	0
Net Requirements					
Strategic Communications	527,830	446,644	529,509	0.3%	1,679
Service Peterborough			425,112	0.0%	425,112
	527,830	446,644	954,621	80.9%	426,791

The increased 2024 budget is due to the introduction of Service Peterborough and includes general office operating costs and the personnel costs for frontline staff, as well as a new position, Service Peterborough Manager. This new position will be responsible for the strategic leadership and operational management of Service Peterborough, including the development and execution of Peterborough's customer strategy that aligns with the City's vision and strategic goals. The position will also monitor customer service trends, leverage data analytics and customer service feedback to assist with customer needs, adapt to changes and continuously improve the customer experience.

Part 2  
2024 Operating and Capital (by Department)

---

**Strategic Communications and Service Peterborough – Capital Budget**

**City of Peterborough**  
**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Finance and Corporate Support Services Strategic Communications and Service Peterborough																
City Branding	17-071	227.0	177.0	25.0		25.0				25.0	25.0	25.0				
Total		227.0	177.0	25.0		25.0				25.0	25.0	25.0				

**City Branding**

The goal of City Branding project is to establish a theme or idea that the City and community can use consistently that captures our identity, supports consistency in communication, and instills pride in what makes Peterborough a compelling choice as a place to live, work and play. The implementation strategy generally calls for the new brand to be implemented as assets are replaced through their normal replacement schedule. This project includes funds for one-time costs to implement the new brand, such as application of the City logo on signage and vehicles ahead of their normal replacement schedule when the full rebranding will be applied. Updating signage at parks is a current priority for this project.

Part 2  
2024 Operating and Capital (by Department)

**Strategic Communications and Service Peterborough – Other Capital Budget**

**Other Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Finance and Corporate Support Services Strategic Communications and Service Peterborough																	
Website Refresh	24-098	50.0		50.0		50.0				50.0							
Total		50.0		50.0		50.0				50.0							

**Website Refresh**

A website refresh will enhance design features to improve information sharing with residents and update the Content Management System to improve functionality. The City's website is a key communication tool for the municipality. Peterborough.ca has over 800,000 visitors per year, who view more than 1,500,000 pages annually. City residents use the website to access information on City business, register for programs, pay parking tickets, and purchase products and services.

Since the launch of the new website in 2019, the City has received 128,215 completed forms (effective April 2023) through the website from residents submitting applications or reporting information to the municipality. About 60% of use of the website is from mobile devices. With the website refresh, existing tools and functions will be maintained. Design, content, layout, and usability will be improved.

Part 2  
2024 Operating and Capital (by Department)

---

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Strategic Communications and Service Peterborough	Website Refresh
--	-----------------

Part 2  
2024 Operating and Capital (by Department)

### Financial Services Summary – Operating Budget

This Division fulfills the statutory duties of the Treasurer; provides financial advice to Council and other Departments; provides accounting, payroll, accounts payable, accounts receivable and collections services for all Departments; administers the property taxation revenue function; coordinates and prepares the Corporation's operating and capital budget and prepares the Financial Statements for submission to the Province and the City's corporate sponsorship program. The Corporate Sponsorship program works to leverage investments in services and assets to generate alternative sources of revenue for the City, where there is a good fit for the City and its partners.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Financial Services</b>					
<b>Expenditures</b>					
Financial Services	2,136,569	2,139,330	2,400,774	12.4%	264,205
Corporate Sponsorship	641,978	676,688	801,966	24.9%	159,988
	<b>2,778,547</b>	<b>2,816,018</b>	<b>3,202,740</b>	<b>15.3%</b>	<b>424,193</b>
<b>Revenues</b>					
Financial Services	244,902	229,000	231,500	-5.5%	-13,402
Corporate Sponsorship	577,100	595,000	650,100	12.6%	73,000
	<b>822,002</b>	<b>824,000</b>	<b>881,600</b>	<b>7.3%</b>	<b>59,598</b>
<b>Net Requirements</b>					
Financial Services	1,891,667	1,910,330	2,169,274	14.7%	277,607
Corporate Sponsorship	64,878	81,688	151,866	134.1%	86,988
	<b>1,956,545</b>	<b>1,992,018</b>	<b>2,321,140</b>	<b>18.6%</b>	<b>364,595</b>

### **Financial Services**

The 2024 increase in budgeted expenditures for Financial Services consists of approved salary and benefit increases, and increased costs for accessibility of budget documents and one new staff position, a Financial & Reporting Analyst. The Financial Services Division has identified the need for additional Financial Analyst positions to meet the demand for financial assistance from all divisions. One position has been included in the draft 2024 budget. This position will be dedicated to the IPGM and MO departments and will focus on the operating, capital, and reserve transactions of those departments, assisting department/division staff as well as other Financial Services staff for external and internal reporting, reconciliations, and analysis. As the operations of the IPGM and MO departments have grown with more projects, operating facilities and programs, the volume of financial transactions and information has grown exponentially. The current staff complement in Financial Services has reached the point where additional resources are required to provide timely, accurate and complete financial information and assistance for staff and council.

### **Corporate Sponsorship**

Sponsorship mostly recovered from the COVID-19 pandemic in 2023. Transit and Recreation Division sponsorships continue to lead the recovery and drive revenue growth with full bus wrap contracts and Pad Naming Rights contracts in place for 2024. The City anticipates an additional \$110,000 in sponsorship revenues from the Building Naming Rights and two Pad Naming Rights at the Miskin Law Community Complex in 2024. Revenues from Naming Rights contracts at the Peterborough Arena and Aquatics complex are allocated to the project capital budget and will flow over a 10-year term, generating \$1.0 million in total revenues toward construction. The City's Corporate Sponsorship Program expects to achieve a 216% return on the program investment, by generating \$650,000 in gross revenues in 2024, before allocations to other City divisions. In total, Corporate Sponsorship forecasts more than \$3.9 million in sponsorships under contract in 2024.



Part 2

2024 Operating and Capital (by Department)

**Facilities and Property Management Summary – Operating Budget**

This division provides day-to-day maintenance and preventative maintenance of all City facilities, project development and implementation for various divisions within the City to support larger capital projects and manages capital renovation and rehabilitation projects for City-owned facilities. This division also includes Accessibility to ensure the City is in accordance with the Accessibility for Ontarians with Disabilities Act (2005) (AODA).

<b>City of Peterborough</b> <b>2024 Operating Budget</b>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Facilities and Property Management</b>					
<b>Expenditures</b>					
Facilities and Planning Initiatives	570,698	665,302	655,346	14.8%	84,648
Facilities Management	2,120,891	2,048,408	2,368,966	11.7%	248,075
	<b>2,691,588</b>	<b>2,713,710</b>	<b>3,024,312</b>	<b>12.4%</b>	<b>332,724</b>
<b>Revenues</b>					
Facilities and Planning Initiatives	248,928	248,928	274,017	10.1%	25,089
Facilities Management	928,090	900,271	795,596	-14.3%	-132,494
	<b>1,177,018</b>	<b>1,149,199</b>	<b>1,069,613</b>	<b>-9.1%</b>	<b>-107,405</b>
<b>Net Requirements</b>					
Facilities and Planning Initiatives	321,770	416,374	381,329	18.5%	59,559
Facilities Management	1,192,801	1,148,137	1,573,370	31.9%	380,569
	<b>1,514,571</b>	<b>1,564,511</b>	<b>1,954,699</b>	<b>29.1%</b>	<b>440,129</b>

**Facilities and Planning Initiatives – Operating Budget**

The Division provides project development and implementation to various divisions within the City to support larger capital/planning projects and accessibility direction to staff as needed.

**Accessibility**

AODA has a goal of an accessible Ontario by the year 2025. The City is obligated to follow the Customer Service Standard and the Integrated Accessibility Standard, which includes a general requirement that accessibility must be considered for all procurement, as well as requirements for Employment, Transportation, Information and Communication, and the Design of Public Spaces.

Part 2  
2024 Operating and Capital (by Department)

**Facilities and Planning Initiatives – Capital Budget**

**City of Peterborough**  
**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Finance and Corporate Support Services Facilities and Planning Initiatives																
Miskin Law Community Complex	15692	118,520.0	44,520.0	24,000.0	1,000.0	23,000.0			20,600.0	2,400.0					50,000.0	49,000.0
Bonnerworth Park Redevelopment Project	24-051	4,425.0		2,035.0		2,035.0			2,032.3	2.8	2,390.0	2,390.0				
Knights of Columbus Park Redevelopment	24-135	3,480.0		1,115.0		1,115.0			1,000.0	115.0	2,365.0	2,365.0				
Parks and Open Space Rejuvenation	22-016	7,264.3	1,429.8	485.0	330.0	155.0				155.0	1,455.5	1,125.5	972.0	641.0	2,922.0	1,926.5
Improvements to Morrow Park	18-148	3,540.0	340.0	200.0		200.0			200.0		1,500.0	1,500.0	1,500.0	1,500.0		
Riverside Park and East City Bowl Rejuvenation Project	24-065	2,425.0		75.0		75.0				75.0	560.0	560.0	1,790.0	1,690.0		
Fire Station 4	22-033	15,500.0									2,000.0	2,000.0	1,500.0	1,500.0	12,000.0	12,000.0
Park Washroom Replacement Buildings	15110	1,682.6	932.6								750.0	750.0				
Construction of a New Washroom Building at Trent Ball Diamond	18-134	650.0									650.0	650.0				
Wading Pool Conversions/New Splash Pads	17-128	4,595.0	1,670.0								470.0	470.0	480.0	480.0	1,975.0	1,975.0
Total		162,081.8	48,892.3	27,910.0	1,330.0	26,580.0			23,832.3	2,747.8	12,140.5	11,810.5	6,242.0	5,811.0	66,897.0	64,901.5

### **Miskin Law Community Complex**

Council approved Report CSD21-009 selecting Morrow Park for the location of the Arena and Aquatics Complex and the conceptual design for Phases 1 and 2. The Report approved by Council and pre-committed \$65 million over 2022, 2023 and 2024 for this project. The Report approved detailed design and construction of Phase 1 Arena with conceptual design of Phase 2 Aquatics Complex. Council approved Report CSACH22-003 to add \$3.52 million to the overall project budget and include a library facility to the Phase 1 Complex. The 2024 pre-committed budget of \$24,000,000 will support the construction completion and commissioning of Phase 1 in 2024.

### **Bonnerworth Park Redevelopment Project**

Council endorsed Report CSRS23-002 supporting the Parks and Outdoor Recreation Facility Study. The study identifies key objectives to improve and expand opportunities to support recreation across the City. Pickleball was identified as a priority sport with currently limited facility options. The preliminary budget estimate for the full redevelopment of Bonnerworth Park is \$4.425 million and the project is being planned in two phases. The 2024 budget request of \$2,035,000 is to enable the full design for the park and the construction of Phase 1 work that will include the development of 16 new pickleball courts and associated parking.

In 2025 an estimated budget of \$2,390,000 will be requested for Phase 2 to complete the full park development and add a bike pump track and expanded skatepark. The loss of the two ball diamonds at Bonnerworth Park will be addressed under a separate project.

### **Knights of Columbus Park Redevelopment**

The preliminary budget estimate for the full redevelopment of Knights of Columbus Park is \$3.480 million. In 2024, a budget of \$1,115,000 is being requested to complete the full design for the park and the construction of Phase 1 work that will include four tennis courts and associated lighting.

In 2025, an estimated budget of \$2,365,000 will be requested for Phase 2 to provide a washroom building, pet exercise area, ice rink upgrades and a shade structure, additional asphalt pathways, new playground curb and engineered wood fiber, resurfacing of the basketball court, site furnishings and soft landscape.

### **Parks and Open Space Rejuvenation**

In 2019, a comprehensive consultation program was conducted to assess existing City parks and open spaces together with a Parks Development Standards document which focused on Neighbourhood Parks. The Assessment of Parks and Open Space and Parks Development Standards documents provided an evaluation of the quality and functionality of established Neighbourhood Parks and identified those in need of rejuvenation.

Ten parks were identified for critical rejuvenation: Cameron Tot Lot, Earlwood, Keith Wightman, Dominion, Hamilton, Glenn Pagett, Whitefield, Dainard, Denne, Queen Alexandra. This project will bring the parks identified as most in need of upgrades, up to standard.

The rejuvenation of Earlwood Park, Dominion Park and Denne Park began in 2023.

The current estimated construction cost for a typical neighbourhood park rejuvenation project is \$485,000 per park. A municipal budget commitment of \$155,000 plus a transfer request of \$330,000 from the Tollington Reserve to supplement the municipal capital budget will allow for the ability to bring one park up to the minimum standard.

The rejuvenation of one park is being proposed in 2024.

### **Improvements to Morrow Park**

In 2021, Council Report CSD21 - 009 approved Morrow Park as the location for the Miskin Law Community Complex. Through that same report recommendations were made to review and address the impacts to the remaining areas of the Morrow Park site.

In 2021 the overall site design was amended to accommodate the Miskin Law Community Complex on the site. The Morrow Park Masterplan Design Study continues to provide guidance for some elements of the park.

In 2024, Staff will assess the next stage of program elements for the centre portion of Morrow Park and conceptual designs.

In 2025, budget will be requested to re-orientate and upgrade the ball diamond in line with the 2023 Master Recreation Provision Strategy. In 2026, budget will be requested to support the completion of the linear park elements of the Morrow Park Masterplan Design.

**Riverside Park and East City Bowl Rejuvenation**

Rejuvenation is required to address areas of deterioration for both the Riverside Park ball diamond and East City Bowl ball diamond. The project is proposed in three phases with a total project cost of \$2,425,000.

In 2024 a budget of \$75,000 is requested to complete preliminary design of upgrades for Riverside Park and East City Bowl.

In 2025 an estimated budget \$560,000 will be requested to replace the outfield wall and score keeper's tower, as well as provide irrigation at Riverside Park.

In 2026 an estimated budget \$1,790,000 will be requested to replace the bleachers and score keeper's booth, as well as provide new dugouts, irrigation, and a new lighting system at East City Bowl

Part 2  
2024 Operating and Capital (by Department)

---

**Facilities and Planning Initiatives – Other Capital Budget**

**Other Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Finance and Corporate Support Services Facilities and Planning Initiatives																	
Accessibility Improvements	09960	989.4	914.4	25.0		25.0				25.0	25.0	25.0	25.0	25.0			
Total		989.4	914.4	25.0		25.0				25.0	25.0	25.0	25.0	25.0			

**Accessibility Improvements**

The annual budget for accessibility improvements of \$25,000 is applied towards specific department requests or other accessibility projects as the Accessibility Advisory Committee deems necessary to make City-owned facilities more accessible, such as installation of elevators, ramps, power-operated doors, handrails, signage, accessible washrooms, strobe alarms, and contrast stripes on stairs.

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Facilities and Planning Initiatives	Miskin Law Community Complex
-------------------------------------	------------------------------

### **Facilities Management – Operating Budget**

This division is responsible for all City-owned buildings. Division staff oversee:

- Project management of major facility capital renovations projects for all City facilities;
- Facilities management for City facilities in terms of maintaining the facility, day-to-day maintenance, preventative maintenance, troubleshooting, coordinating renovations and repairs;
- Management of a large number of residential rental properties for short term and long-term rentals;
- Performing due diligence when any property is purchased that includes a building;
- Energy management for the Corporation, reviewing, analyzing, forecasting consumption for all utilities, and forecasting future years' costs;
- Managing the City's Asbestos Management Program for current condition and all abatement requirements as needed.

Facilities and Property Management staff understand the technical aspects of the buildings and can coordinate global tenders for services such as custodial cleaning, and preventive maintenance of common building elements such as elevators and fire suppression equipment.

Properties managed by the Facilities Management Division includes properties used by the City for programming and City operations; 13 commercial properties (Millennium Park Boathouse, City Hall, 249 Simcoe Street, Police Station, Provincial Court House, 210 Wolfe Street, Market Hall, Queen Alexandra Community Centre, Harveys, Del Crary Park Marina, Canteen of Kawartha, 610 Parkhill Road West and Quaker Park); 22 residential houses leased and managed; and 5 farm lands rented and managed

A transfer of any surpluses realized from rental properties, Millennium Park Boathouse, Market Hall and Queen Alexandra Community Centre to the Facilities Maintenance Reserve allows for future projects at these facilities to be funded from this reserve eliminating the need for additional funding sources.



Part 2  
2024 Operating and Capital (by Department)

---

**Facilities Management – Capital Budget**

**City of Peterborough**  
**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
			Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Finance and Corporate Support Services Facilities Management															
Finance and Corporate Support Services Department	9,215.0	230.0	925.0		925.0	525.0		400.0		1,340.0	1,340.0	1,460.0	1,460.0	5,260.0	5,260.0
Legislative Services Department	4,215.0	150.0	125.0		125.0				125.0	475.0	475.0	955.0	955.0	2,510.0	2,510.0
Municipal Operations Department	5,795.0		595.0		595.0			185.0	410.0	1,395.0	1,395.0	1,630.0	1,630.0	2,175.0	2,175.0
Community Services Department	53,478.0	3,273.0	6,015.0		6,015.0	400.0		2,210.0	3,405.0	4,100.0	4,100.0	6,915.0	6,915.0	33,175.0	33,175.0
New Peterborough Police Station	68,000.0	3,500.0								26,000.0	9,448.4	23,000.0	10,268.0	15,500.0	15,500.0
Total	140,703.0	7,153.0	7,660.0		7,660.0	925.0		2,795.0	3,940.0	33,310.0	16,758.4	33,960.0	21,228.0	58,620.0	58,620.0

The Capital Budget for the Facilities Management Division includes capital projects for all City departments. The Draft 2024 Budget includes:

**Finance and Corporate Support Services Department**

- 1) 249 Simcoe Street \$200,000 Replace roof & furnaces - The roof and furnaces have reached the end of their serviceable life and require replacement.

## Part 2

### 2024 Operating and Capital (by Department)

---

- 2) Peterborough Daycare \$175,000 - The windows, electrical panels and kitchen exhaust hood have reached the end of their serviceable life and require replacement.
- 3) Various Roof Repairs \$350,000 - Based on annual roof inspection program which identifies minor maintenance items and repairs to prolong roof life cycles.
- 4) City Hall Northeast Building Office Renovations \$200,000 - With recent departmental changes and increased staff the Northeast building requires some office renovations to the existing space to accommodate all staffing needs.

#### **Legislative Services Department**

- 1) Provincial Court House \$125,000 - The electric baseboards and fan forced heaters in the entrances have reached the end of the serviceable life and require replacement. Replacement of all exterior HPS lighting with LED will provide better lighting and provide reduced energy costs.

#### **Municipal Operations Department**

- 1) King Street Parkade Replace Stairwell Windows and Brick Repairs \$410,000 - The windows in the stairwells have reached the end of their serviceable life and requirement. The brick facade on the exterior of the garage is spalling and require replacement and repair to stop the spalling.
- 2) Landfill Scale House - Replace Roof and HVAC \$100,000 - The roof on the Scale House has reached the end of its serviceable life and requires replacement along with the facilities heating/cooling equipment.
- 3) Simcoe Parking Garage - Stairwell Roofing Replacement \$85,000 - The roof on the three stairwells has reached the end of its serviceable life and requires replacement.

#### **Community Services Department**

- 1) Art Gallery Roof Replacement \$ 300,000 -The shingled roofs on the original building and the NE and W flat roofs have reached the end of their serviceable life and require replacement.
- 2) Beavermead Campground & Nichols Oval Pavilion \$390,000 - The Pavilion roofs have reached the end of its serviceable life and requires replacement. Several structural components of the roof structure require replacement.
- 3) Peterborough Museum & Archives Watermain Booster Pump \$525,000 - A new watermain booster pump is required to provide adequate water pressure to both buildings and the fire pump.

## Part 2

### 2024 Operating and Capital (by Department)

---

- 4) Naval Memorial Park Watermain Relocation \$400,000 - The watermain and fire main that feed Admiralty Hall and the Clubhouse is no longer secure on the riverbed and has floated to the surface. This project will install a new watermain and fire main under the riverbed and provide accessible pits for future maintenance and service.
- 5) Healthy Planet Arena Replace Refrigeration Plant and the South Ice Pad \$3,000,000 - This is phase two of the project which will replace the south ice pad, dasher boards, lighting, and refrigeration equipment. The 2023 Draft Budget included a pre-commitment of the 2024 capital budget for this project.
- 6) Kinsmen Arena Replace Change Room Doors & Frames \$155,000 - This is phase 2 of the project as the design work was completed in 2023.
- 7) Fire Station 1 Replace Windows, Skylights, Entrance Doors, and Install a New BAS \$750,000 - The windows, skylights, and entrance doors are original to the building and have reached the end of their serviceable life and require replacement. A new BAS was designed in 2023 and phase two will include for the installation of the Building Automation System.
- 8) Fire Station 3 Install New BAS Phase 2 \$75,000 - A new BAS was designed in 2023 and phase two will include for the installation of the Building Automation System.
- 9) Bowers Park Washroom and Maintenance Building Replace Eavestrough \$25,000 – Replace eavestrough and downspouts on the washroom and maintenance building as they have reached the end of their serviceable life.
- 10) Naval Memorial Park Replace Shingle Roofs on Sheds \$20,000 – Replace the shingled roofs on the two storage sheds as they have reached the end of their serviceable life.
- 11) Eastgate Washroom/Changeroom Upgrades \$225,000 – The Eastgate washroom/changeroom interior finishes and fixtures have experienced years of wear and tear and have reached the end of their serviceable life. Upgrades to the interior finishes and fixtures will be made with emphasis on materials that will take abuse and better wear and tear.
- 12) Market Hall Clock Tower Repairs \$100,000 – The interior wood stairs and structural components supporting the stairs has reached the end of its serviceable life and requires replacement and structural modifications to meet current codes.
- 13) Morrow Building Replace Shingle Roof A & B \$50,000 - Replace the shingled roofs A & B as they have reached the end of their serviceable life.

Part 2  
2024 Operating and Capital (by Department)

---

**Facilities Management – Other Capital Budget**

**Other Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Finance and Corporate Support Services Facilities Management																
Facility Room Name & Numbers Signs	21-078	250.0	100.0	50.0		50.0	20.4			29.6	50.0	50.0	50.0	50.0		
Annual Roof Inspections	23-008	525.0	75.0	50.0		50.0				50.0	50.0	50.0	50.0	50.0	300.0	300.0
Total		775.0	175.0	100.0		100.0	20.4			79.6	100.0	100.0	100.0	100.0	300.0	300.0

**Facility Room Name & Numbers Signs**

Current City Facilities do not all have wayfinding signage and room numbers. This five-year project would install new wayfinding signage and room numbers in all City Facilities to assist the public, staff, and contractors. The room numbers will assist contractors in servicing the facilities with the Facilities Management Divisions Work Order System.

**Annual Roof Inspections**

Performing Annual Roof Inspections reduces the premature replacement of facility roofs by identifying roofing repairs and leaks in advance allowing repairs to be made and extending the life cycle of the City's roofs.

Part 2  
2024 Operating and Capital (by Department)

---

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Facilities Management	Healthy Planet Arena - Replace Refrigeration Plant, (2) Ice Pads, Dasher Boards and Lighting
-----------------------	--

### Materials Management Summary – Operating Budget

Materials Management includes procurement/purchasing and central stores. These activities were formerly part of the Financial Services division. Staff have determined that it is in the best interests of the City to move from the current decentralized purchasing framework in place towards centralized purchasing framework. As a first step towards this, the Materials Management division was established in 2023.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Materials Management</b>					
<b>Expenditures</b>					
Materials Management	485,669	485,668	575,363	18.5%	89,694
	<b>485,669</b>	<b>485,668</b>	<b>575,363</b>	<b>18.5%</b>	<b>89,694</b>
<b>Revenues</b>					
Materials Management	71,164	71,164	17,796	-75.0%	-53,368
	<b>71,164</b>	<b>71,164</b>	<b>17,796</b>	<b>-75.0%</b>	<b>-53,368</b>
<b>Net Requirements</b>					
Materials Management	414,505	414,504	557,567	34.5%	143,062
	<b>414,505</b>	<b>414,504</b>	<b>557,567</b>	<b>34.5%</b>	<b>143,062</b>

Centralized purchasing will transfer the task of procurement from staff throughout all City divisions to the Materials Management staff who have the required expertise and experience. This will allow for efficiencies and potentially savings by identifying opportunities for bulk purchasing of goods and services used by more than one division.

Part 2  
2024 Operating and Capital (by Department)

---

To take the next step in moving to a centralized purchasing framework, the 2024 draft budget includes a net staffing increase effective July 1, 2024 of 2.4 FTE for a 1 FTE Purchasing Agent position and 1 FTE Corporate Buyer position and increasing the existing 0.6 FTE PT Purchasing Clerk to full-time. The budget includes the replacement of the current Purchasing Clerk and Procurement Coordinator positions with a Purchasing Agent and Corporate Buyer. The Purchasing Agents will be responsible for sourcing goods and services for all City divisions, administering purchase orders and agreements and ensuring awards are fair, transparent and represent value for money. The Corporate Buyers will provide purchasing support and expertise to staff for the purchase of materials, services, and equipment through the use of RFX documents. The Purchasing Clerk position will continue to manage new vendors in SAP, purchasing card reconciliations and travel and expense claims for compliance with the Procurement By-law.

Part 2  
2024 Operating and Capital (by Department)

---

**Information Services – Operating Budget**

This Division is responsible for the delivery of Information Technology (IT) services to all City divisions. This includes desktop office automation resources, access to corporate applications on various technical platforms across both local and wide area networks, and links to various external resources. IT services are delivered by one City staff and Peterborough Technology Services (PTS) staff.

<b>City of Peterborough</b>					
<b>2024 Operating Budget</b>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Information Services</b>					
<b>Expenditures</b>					
Information Services	3,791,195	3,779,957	4,463,295	17.7%	672,100
	<b>3,791,195</b>	<b>3,779,957</b>	<b>4,463,295</b>	<b>17.7%</b>	<b>672,100</b>
<b>Revenues</b>					
Information Services	65,000	65,000	100,000	53.8%	35,000
	<b>65,000</b>	<b>65,000</b>	<b>100,000</b>	<b>53.8%</b>	<b>35,000</b>
<b>Net Requirements</b>					
Information Services	3,726,195	3,714,957	4,363,295	17.1%	637,100
	<b>3,726,195</b>	<b>3,714,957</b>	<b>4,363,295</b>	<b>17.1%</b>	<b>637,100</b>

The contractual expense of this division represents the City's share of Peterborough Technology Services (PTS) operating expenditures, which includes corporate applications, servers, and technical staff that are shared by the City and Peterborough Utilities Services. The estimated staff allocation for 2024 is 4 FTEs for the Peterborough Utilities and 26 FTEs for the City.



Part 2  
2024 Operating and Capital (by Department)

---

In addition to the initial capital investment to add new corporate applications, there is also an ongoing operating cost of approximately 25% for annual maintenance and support. There continues to be a shift that has resulted in software companies offering their applications as a hosted solution or Software as a Service. This is resulting in a shift from purchasing licenses that are a capital cost to annual subscription fees which are an operating cost.

The increase in the draft 2024 budget for Information Services is driven by a shift in the allocation of PTS staff to the City and the increased software maintenance and support costs. The increased revenue in 2024 is a draw from the IT reserve.

Budgeted gross expenditures are \$6.9 million with approximately \$4.4 million of this amount being the City's portion of Peterborough Technology Services costs and \$2.2 million is hardware and software support costs. Approximately \$2.4 million of total costs incurred are charged out directly to City divisions where there is a sharing of costs either with the Province or the County or the activity receives a fee for the service.

**Recommendation**

**That any unused Peterborough Technology Services Budget, at the end of 2024, be transferred to the Information Technology (IT) Reserve, subject to the overall year-end position and that if actual 2024 costs exceed the 2024 budget, funds may be drawn from the IT reserve.**

Part 2  
2024 Operating and Capital (by Department)

---

**Information Services – Capital Budget**

**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Finance and Corporate Support Services Information Services																
City Departmental Projects	22-028	12,266.5	803.5	1,358.2		1,358.2	777.2			581.0	1,104.8	1,104.8	900.0	900.0	8,100.0	8,100.0
Next Generation 9-1-1	19-104	3,550.0	2,800.0	750.0		750.0	750.0									
City Technology Projects and Capital Improvements	22-030	3,331.0	381.0	250.0		250.0	250.0				250.0	250.0	250.0	250.0	2,200.0	2,200.0
Peterborough Technology Services - City Capital	22-029	476.4	434.4	42.0		42.0				42.0						
Total		19,623.9	4,418.9	2,400.2		2,400.2	1,777.2			623.0	1,354.8	1,354.8	1,150.0	1,150.0	10,300.0	10,300.0

## Part 2

### 2024 Operating and Capital (by Department)

---

#### City Departmental Projects

This project includes various technology initiatives for which business units have requested IT assistance. These requests are either for implementation of new software that will improve efficiencies or for major upgrades to existing business systems.

The 2024 budget includes these projects:

\$	7,000	Odometer/Hours To SAP (884)
\$	7,000	CVOR Logging (885)
\$	7,000	EV Charging Consumption Interface (886)
\$	10,000	GIS Maint Mgmt Review (887)
\$	10,000	Tree Permits (892)
\$	5,000	City Website Upgrade (894)
\$	157,000	CRM Software (901)
\$	90,500	City Intranet Replacement (915)
\$	35,000	Avtec Console (897)
\$	16,000	Fire Mobile CAD Devices (898)
\$	50,000	P-Card and T&E Enhancements (861)
\$	50,000	Finance System Enhancements (863)
\$	230,000	SAP Hardware Migration Services (880)
\$	55,000	Homelessness Case Mgmt Software (883)
\$	100,000	Accessible Van Booking System (895)
\$	130,000	ITS Daily Module (899)
\$	20,000	Implement ITS CrewOpt Module (900)
\$	10,000	Geomatics Project Planning (890)
\$	10,000	GIS Integration Review (888)
\$	60,000	Citizen Complaint Mapping (889)
\$	25,000	Bylaw Enforcement Software (867)
\$	7,200	Vital Stats Software (873)
\$	14,400	Road Closure Tracker (874)
\$	10,800	Lottery License Software (875)
\$	15,000	Clerk's Process Efficiencies (878)
\$	25,000	Expand AMPS (879)
\$	30,000	Smart Meeting Rooms - Social Services (881)
\$	30,000	Corporate WIFI For Social Services (882)
\$	41,000	Community Grants Software (910)
\$	100,000	Library Staff Scheduling Software (871)

### **Next Generation 9-1-1**

The Canadian Radio-Television and Telecommunications Commission (CRTC) passed a decision in 2017 (Telecom Regulatory Policy CRTC 2017-182) that will change the delivery of 9-1-1 services introducing NG9-1-1 (Next Generation 9-1-1). All 9-1-1 answer agencies across Canada will have to be migrated onto the new platform and the City's current target date is by the end of Q4 2024.

The current system (Enhanced 9-1-1) cannot keep up with technology or public expectations. NG9-1-1 will allow real time text and multimedia such as images and video as well as communication from new devices such as telematics (e.g., OnStar), watches and wearables. Location data will also be enhanced.

Progress to date includes the completion of a NG911 needs assessment, issued an RFP for a NG9-1-1 solution and the formation of a Project Steering Committee with representation from Peterborough Police, Peterborough Fire, Corporate Finance and Corporate Information Technology. Through Report FCSSIS23-001 dated

October 18, 2023, the City has awarded RFP 11-12 for the NG9-1-1 Call Handling Solution. As well, the City was successful in their application for Phase I provincial grant application and have received \$1.7 million dollars. Staff have submitted an application for Phase II grant money and expect to be notified by the province by Q1 2024.

### **City Technology Projects and Capital Improvements**

This project involves replacing core IT equipment such as hardware, software, server replacements, Notebook computers, as well as Network redundancy. These items are either coming to their end-of-life or are required for additional capacity.

### **Peterborough Technology Services – City Capital**

This capital project includes hardware, software, labour, and miscellaneous IT costs that are shared between the City and the Peterborough Utilities through Peterborough Technology Services. The budgeted amounts are the City's portion for the replacement of core networking equipment and servers that have reached the end of their useful life.

Part 2  
2024 Operating and Capital (by Department)

---

**Corporate Other – Capital Budget**

**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Finance and Corporate Support Services																
Corporate Other																
Records Management Application	23-045	1,483.6	530.6	466.0		466.0	466.0				487.0	487.0				
Expanded Use of SAP	21-115	738.2	438.2								300.0	300.0				
Total		2,221.8	968.8	466.0		466.0	466.0				787.0	787.0				

**Records Management Application**

This project will take all electronic files previously stored on the City's network drives as well as those stored in the existing records management software and load them into Microsoft Office 365. Software tools will also be implemented to manage the proper classification, storage, and disposition of these files in accordance with the Records Retention Bylaw. The 2024 budget is the second year of this three-year project.

Part 2  
2024 Operating and Capital (by Department)

---

**Corporate Other – Other Capital Budget**

**Other Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Finance and Corporate Support Services																
Corporate Other																
Canadian Canoe Museum - Capital Build	18-138	4,000.0	1,500.0	500.0		500.0				500.0	500.0	500.0	500.0	500.0	1,000.0	1,000.0
Fairhaven Capital Funding	18-023	2,443.2	1,377.2	259.0		259.0				259.0	264.0	264.0	269.0	269.0	274.0	274.0
Development Charge Study Update	18-024	340.0	240.0	100.0		100.0		100.0								
Total		6,783.2	3,117.2	859.0		859.0		100.0		759.0	764.0	764.0	769.0	769.0	1,274.0	1,274.0

**Canadian Canoe Museum - Capital Build**

Report CLSFS21-021 was approved by Council in May of 2021 and confirmed funding for the new facility build in the amount of \$4.0 million in increments of \$0.5 million per year from 2022 through 2028 and including \$0.5 million approved in the 2019 City Budget. These funds have been pre-committed to be funded in the 2024 through 2028 budgets.

**Fairhaven Capital Funding**

As part of Report CPFS12-062 dated September 4, 2012, Council resolved that beginning with 2013, subsequent draft Capital Budgets should include a provision to support Fairhaven's on-going capital program. The current provision is \$259,000.

### **Development Charge Study Update**

Development Charges are levied in accordance with various Development Charge by-laws that establish various rates. In July 2022, Council approved new rates for the Growth Areas. The City-wide rates are in effect until December 31, 2024.

This project includes the cost of a consultant to complete an updated background study and develop the City-Wide Development Charge by-laws to be in effect January 1, 2025, through December 31, 2033.

## Legislative Services Departmental Summary – Operating Budget

This new Department was established in 2023 and includes the City Clerk, Court Services, Municipal Law Enforcement Services, Realty Services and Legal Services divisions.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Legislative Services</b>					
<b>Expenditures</b>					
City Clerk	1,401,536	1,387,191	1,534,146	9.5%	132,610
Court Services	1,475,320	1,445,007	1,543,840	4.6%	68,520
Municipal Law Enforcement Services	1,082,890	1,086,471	2,095,102	93.5%	1,012,212
Realty Services	143,484	103,455	162,074	13.0%	18,591
Legal Services	713,672	721,641	884,822	24.0%	171,150
	<b>4,816,901</b>	<b>4,743,765</b>	<b>6,219,984</b>	<b>29.1%</b>	<b>1,403,083</b>
<b>Revenues</b>					
City Clerk	380,326	365,520	395,340	3.9%	15,014
Court Services	1,651,049	1,574,360	1,630,739	-1.2%	-20,310
Municipal Law Enforcement Services	44,000	777,000	797,000	1,711.4%	753,000
	<b>2,075,375</b>	<b>2,716,880</b>	<b>2,823,079</b>	<b>36.0%</b>	<b>747,703</b>
<b>Net Requirements</b>					
City Clerk	1,021,210	1,021,671	1,138,806	11.5%	117,596
Court Services	-175,729	-129,353	-86,899	-50.5%	88,830
Municipal Law Enforcement Services	1,038,890	309,471	1,298,102	25.0%	259,212
Realty Services	143,484	103,455	162,074	13.0%	18,591
Legal Services	713,672	721,641	884,822	24.0%	171,150
	<b>2,741,526</b>	<b>2,026,885</b>	<b>3,396,905</b>	<b>23.9%</b>	<b>655,379</b>



Part 2  
2024 Operating and Capital (by Department)

---

## Legislative Services - Capital Budget

### Tangible Capital Budget Summary 2024-2033 & Subsequent Years

Project Description	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
			Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Legislative Services Summary															
Municipal Law Enforcement Services	250.0		250.0		250.0			250.0							
Realty Services	16,090.0	2,290.0	2,200.0		2,200.0			1,830.0	370.0	1,600.0	1,600.0	1,600.0	1,600.0	8,400.0	8,400.0
Total	16,340.0	2,290.0	2,450.0		2,450.0			2,080.0	370.0	1,600.0	1,600.0	1,600.0	1,600.0	8,400.0	8,400.0

Part 2  
2024 Operating and Capital (by Department)

---

**City Clerk – Operating Budget**

This Division includes expenditures and revenues to support the City Clerk's functions including agenda preparation and distribution, and meeting minute taking for all meetings of Council and standing committees of Council and some local boards and advisory committees; municipal elections; marriage licenses and ceremonies; lottery licenses; business licenses; burial permits; freedom of information requests; records management, processing/intake insurance claims and road closure applications.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>City Clerk</b>					
<b>Expenditures</b>					
Office of the City Clerk	1,401,536	1,387,191	1,534,146	9.5%	132,610
	<b>1,401,536</b>	<b>1,387,191</b>	<b>1,534,146</b>	<b>9.5%</b>	<b>132,610</b>
<b>Revenues</b>					
Office of the City Clerk	380,326	365,520	395,340	3.9%	15,014
	<b>380,326</b>	<b>365,520</b>	<b>395,340</b>	<b>3.9%</b>	<b>15,014</b>
<b>Net Requirements</b>					
Office of the City Clerk	1,021,210	1,021,671	1,138,806	11.5%	117,596
	<b>1,021,210</b>	<b>1,021,671</b>	<b>1,138,806</b>	<b>11.5%</b>	<b>117,596</b>

The business license program continues to expand with the addition of taxi cabs, limos, and ride shares. Efficiencies in the administration of business licensing, approval to the extensions of licensed patios areas and road closures continues. The volume of requests for records under the Municipal Freedom of Information and Protection of Privacy Act continue to increase.

Part 2  
2024 Operating and Capital (by Department)

---

Work continues to evolve in the Records Management Program in the area of electronic records and Data Governance. Records are being moved from common drives across the corporation to SharePoint, where they will be more efficiently stored and retrieved. The draft 2024 budget includes a new 0.5 FTE position for a Records Management Assistant. This position will assist the corporation in maintaining compliance with corporate Records Management standards through the digitization of paper records, the development of division-specific procedures, records inventory creation, maintenance of Personal Information Banks, identification, and transfer of corporate records to the secure records repository, training and support on-line business processes. This part-time position is intended to assist divisions in the area of Records Management and support initiatives to move to electronic business processes and the migration of files to SharePoint.

The increase in the 2024 budget is due to the new Records Management Assistant and approved wage and benefit increases.

Part 2  
2024 Operating and Capital (by Department)

---

**Court Services – Operating Budget**

Court Services is responsible for administration, courtroom support and municipal prosecution of the **Provincial Offences Act** (POA) offences as well as municipal bylaws within the City and County of Peterborough. The POA office ensures compliance with the Act, the Memorandum of Understanding with the Ministry of the Attorney General and the Inter-municipal Service Agreement.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Court Services</b>					
<b>Expenditures</b>					
Court Services	1,475,320	1,445,007	1,543,840	4.6%	68,520
	<b>1,475,320</b>	<b>1,445,007</b>	<b>1,543,840</b>	<b>4.6%</b>	<b>68,520</b>
<b>Revenues</b>					
Court Services	1,651,049	1,574,360	1,630,739	-1.2%	-20,310
	<b>1,651,049</b>	<b>1,574,360</b>	<b>1,630,739</b>	<b>-1.2%</b>	<b>-20,310</b>
<b>Net Requirements</b>					
Court Services	-175,729	-129,353	-86,899	-50.5%	88,830
	<b>-175,729</b>	<b>-129,353</b>	<b>-86,899</b>	<b>-50.5%</b>	<b>88,830</b>

Part 2  
2024 Operating and Capital (by Department)

---

The number of charges issued by enforcement agencies is the primary driver of the POA Court system. The number of charges fluctuates, and the composition of the dollar value of the charges impacts the revenue generated. POA revenues are only realized by the payment of fines.

Since November 2022, parking enforcement is done through the Administrative Monetary Penalty System (AMPS) and is no longer administered through the Courts. Lack of judicial availability continues to impact trial scheduling. Staff will continue to pursue collection initiatives with the goal of increasing fine revenue.

Net revenues are divided between the City and County of Peterborough based on the prior year's relative weighted assessment which remains unchanged from 2023. The County's share for 2024 is 55.7% and the City's share is 44.3%.

The increased expenditures in the 2024 budget are driven by approved salary and benefit increases and insurance costs.

Part 2  
2024 Operating and Capital (by Department)

**Municipal Law Enforcement Services – Operating Budget**

The Municipal Law Enforcement Services (MLES) Division was established by Council’s approval on March 27, 2023, based upon the 24 recommendations in Enforcement Services Review Project Update, Report IPSBD23-001 (Report). The MLES Division combines Enforcement Services (formerly within the Building Services Division), Parking Enforcement (formerly within Traffic and Parking Services) and Animal Control, which currently is a contracted service provided by the Peterborough Humane Society.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Municipal Law Enforcement Services</b>					
<b>Expenditures</b>					
Municipal Law Enforcement Services	1,082,890	1,086,471	2,095,102	93.5%	1,012,212
	<b>1,082,890</b>	<b>1,086,471</b>	<b>2,095,102</b>	<b>93.5%</b>	<b>1,012,212</b>
<b>Revenues</b>					
Municipal Law Enforcement Services	44,000	777,000	797,000	1,711.4%	753,000
	<b>44,000</b>	<b>777,000</b>	<b>797,000</b>	<b>1,711.4%</b>	<b>753,000</b>
<b>Net Requirements</b>					
Municipal Law Enforcement Services	1,038,890	309,471	1,298,102	25.0%	259,212
	<b>1,038,890</b>	<b>309,471</b>	<b>1,298,102</b>	<b>25.0%</b>	<b>259,212</b>

The 2023 comparative budget and actuals includes expenditures and staff from Building Services and Traffic and Parking Services divisions that have been reallocated to this new Division. The 2024 budget includes additional costs for required staff positions including an Administrative Assistant and four Municipal Law Enforcement Officers. The Administrative Assistant position will support the MLES Manager, Enforcement Supervisor and all MLES staff in day-to-day operations.

Part 2  
2024 Operating and Capital (by Department)

---

As part of the centralization of corporate security within MLES, it has been determined certain aspects of corporate security and enforcement are better controlled within the division through the creation of Municipal Law Enforcement Officers. These new positions will work in conjunction with contracted security providers to establish a hybrid corporate security model that will meet the needs of the Corporation more efficiently and effectively than contracted security alone.

Staff in this division will undertake investigations respecting potential contraventions of municipal standards (including Property Standards but otherwise excepting Building Code Act, 1992 and Fire Protection and Prevention Act, 1997 contraventions). Including administration of sign and pool permits; review municipal residential rental license applications; enforce compliance with municipal standards by the most efficient and effective means including, as appropriate, by administrative order, municipal remedial work, administrative monetary penalties (AMPs), Provincial Offences Act prosecutions and referral to Legal Services for proceedings in the Superior Court of Justice; administer third party contracts, as applicable, for parking enforcement and enforcement-related security. In 2024, staff will continue to implement the Report's approved recommendations with particular focus on training of new staff and cross-training of existing staff.

Part 2  
2024 Operating and Capital (by Department)

**Municipal Law Enforcement Services – Capital Budget**

**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Legislative Services Municipal Law Enforcement Services																
Municipal Law Enforcement Vehicles	24-133	250.0		250.0		250.0			250.0							
Total		250.0		250.0		250.0			250.0							

**Municipal Law Enforcement Vehicles**

This capital project includes three patrol vehicles for Municipal Law Enforcement Services staff. All three vehicles will be hybrid model SUVs and equipped for utilization as follows:

Vehicle 1: New Parking Enforcement patrol vehicle to replace existing ageing patrol vehicle. Cost for vehicle estimated at \$50,000

Vehicle 2: New Security Enforcement patrol vehicle, upfitted to meet specific functions related to the detainment of individuals arrested and carry of equipment and supplies associated with security enforcement. Cost for vehicle estimated at \$50,000. Cost for upfitting estimated to be additional \$50,000

Vehicle 3: New Security Enforcement patrol vehicle, upfitted to meet specific functions related to the detainment of individuals arrested and carry of equipment and supplies associated with security enforcement. Cost for vehicle estimated at \$50,000. Cost for upfitting estimated to be additional \$50,000

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Municipal Law Enforcement Services	Municipal Law Enforcement Vehicles
------------------------------------	------------------------------------



Part 2  
2024 Operating and Capital (by Department)

---

**Realty Services – Operating Budget**

The Realty Services Division is responsible for the management of the City’s real property interests including acquisitions, dispositions, leases, licences, easements, encroachments and other agreements, appraisal services, real estate consulting, marketing, procurement, negotiations, and the management of inventories of the City’s real property interests with a view to maximizing returns for the City. In prior years, Realty Services was a part of the Infrastructure and Planning Services Department.

<b>City of Peterborough</b>					
<b>2024 Operating Budget</b>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Realty Services</b>					
<b>Expenditures</b>					
Realty Services	143,484	103,455	162,074	13.0%	18,591
	<b>143,484</b>	<b>103,455</b>	<b>162,074</b>	<b>13.0%</b>	<b>18,591</b>
<b>Revenues</b>					
	0		0	0.0%	0
<b>Net Requirements</b>					
Realty Services	143,484	103,455	162,074	13.0%	18,591
	<b>143,484</b>	<b>103,455</b>	<b>162,074</b>	<b>13.0%</b>	<b>18,591</b>

The 2024 budget increase is due to approved salary and benefits increases and staff training.

Part 2  
2024 Operating and Capital (by Department)

---

**Realty Services – Capital Budget**

**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Legislative Services Realty Services																	
Property Acquisitions	23-002	16,090.0	2,290.0	2,200.0		2,200.0			1,830.0	370.0	1,600.0	1,600.0	1,600.0	1,600.0	8,400.0	8,400.0	
Total		16,090.0	2,290.0	2,200.0		2,200.0			1,830.0	370.0	1,600.0	1,600.0	1,600.0	1,600.0	8,400.0	8,400.0	

**Property Acquisitions**

This project includes contributions from the General Property Reserve. The General Property Reserve is used to fund property purchases that support strategic municipal acquisitions or that implement public policy directions of the City. It is also used to make improvements to municipal property that may be required to improve value and/or minimize risk. Examples of property acquisitions may be to support Airport development, Airport easements, to support downtown vitality, employment opportunities, or to support City business/service needs.

Part 2  
2024 Operating and Capital (by Department)

---

### Legal Services – Operating Budget

The Legal Services Division provides a range of legal services to the Corporation, City Council, the CAO, and City staff. Legal services are provided on issues related to planning and land development; real estate transactions; real property agreements; by-law drafting; labour and employment; social services including housing; legislative interpretation, contracts and advocacy before administrative tribunals and the courts.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Legal Services</b>					
Expenditures					
Legal Services	713,672	721,641	884,822	24.0%	171,150
	713,672	721,641	884,822	24.0%	171,150
Revenues					
	0		0	0.0%	0
Net Requirements					
Legal Services	713,672	721,641	884,822	24.0%	171,150
	713,672	721,641	884,822	24.0%	171,150

The 2024 budget increase is due to approved salary and benefits increases.

## **Infrastructure, Planning and Growth Management Departmental Summary – Operating Budget**

---

The Infrastructure, Planning and Growth Management Department is responsible for developing, implementing, and administering the policies, programs, and projects that plan and build our community in a sustainable way. The department includes the following Divisions: Planning, Development and Urban Design; Building Services; Asset Management and Capital Planning; and Engineering and Capital Works. This Department uses data-driven approaches to inform evidence-based decision-making to ensure that the necessary infrastructure is planned and built to support a diverse range of land uses that foster a vibrant and prosperous community. Core functions range from stewarding the vision established by the Official Plan and administering land-use planning approvals and building permits to overseeing the capital planning and delivery of major infrastructure projects required to support the needs of our growing community.

Part 2  
2024 Operating and Capital (by Department)

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Infrastructure, Planning and Growth Management</b>					
<b>Expenditures</b>					
Office of the Infrastructure, Planning & Growth Management	311,306	311,325	530,037	70.3%	218,731
Engineering and Capital Works	9,082,576	9,268,994	9,662,800	6.4%	580,224
Asset Management and Capital Planning	3,260,350	3,244,737	3,662,338	12.3%	401,988
Planning, Development and Urban Design	3,466,464	3,427,817	4,244,719	22.5%	778,255
Building Services	2,412,036	2,417,247	2,787,325	15.6%	375,289
	<b>18,532,733</b>	<b>18,670,121</b>	<b>20,887,219</b>	<b>12.7%</b>	<b>2,354,486</b>
<b>Revenues</b>					
Office of the Infrastructure, Planning & Growth Management	135,803	135,803	295,243	117.4%	159,440
Engineering and Capital Works	5,822,908	5,374,386	5,789,186	-0.6%	-33,722
Asset Management and Capital Planning	1,738,563	1,728,016	1,579,523	-9.1%	-159,040
Planning, Development and Urban Design	1,399,509	1,388,209	1,852,532	32.4%	453,023
Building Services	2,412,036	2,417,247	2,787,325	15.6%	375,289
	<b>11,508,819</b>	<b>11,043,661</b>	<b>12,303,809</b>	<b>6.9%</b>	<b>794,990</b>
<b>Net Requirements</b>					
Office of the Infrastructure, Planning & Growth Management Committee	175,503	175,522	234,794	33.8%	59,291
Engineering and Capital Works	3,259,668	3,894,608	3,873,613	18.8%	613,945
Asset Management and Capital Planning	1,521,787	1,516,721	2,082,815	36.9%	561,028
Planning, Development and Urban Design	2,066,955	2,039,608	2,392,187	15.7%	325,232
	<b>7,023,914</b>	<b>7,626,460</b>	<b>8,583,410</b>	<b>22.2%</b>	<b>1,559,496</b>

Part 2  
2024 Operating and Capital (by Department)

## Infrastructure, Planning and Growth Management Departmental Summary – Capital Budget

### Tangible Capital Budget Summary 2024-2033 & Subsequent Years

Project Description	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
			Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Infrastructure, Planning and Growth Management Summary															
Arterial Streets	449,899.8	41,313.5	15,120.0		15,120.0			7,888.3	7,231.8	33,455.6	33,365.6	28,321.9	28,321.9	331,688.9	313,565.3
Collector and Local Streets	12,461.2	361.2	50.0	50.0						1,400.0	1,300.0	2,750.0	1,850.0	7,900.0	7,900.0
Road State of Good Repair	81,655.0	18,005.0	10,000.0		10,000.0			1,650.0	8,350.0	7,800.0	7,800.0	7,950.0	7,950.0	37,900.0	37,900.0
Bridges	44,420.0	2,800.0	500.0		500.0			500.0		12,100.0	12,100.0			29,020.0	29,020.0
Active Transportation	27,193.8	4,140.0	1,500.0	50.0	1,450.0		425.0	700.0	325.0	5,092.5	5,092.5	3,469.1	3,469.1	12,992.2	12,992.2
Sanitary Sewers	10,300.0	1,250.0	3,000.0		3,000.0			2,750.0	250.0	3,750.0	3,750.0	750.0	750.0	1,550.0	1,550.0
Storm Sewers	12,318.7	5,193.7	975.0		975.0				975.0	1,150.0	1,150.0	1,000.0	1,000.0	4,000.0	4,000.0
Traffic and Transportation	20,348.1	7,528.7	3,347.9		3,347.9	1,278.6		1,616.9	452.4	2,642.2	2,642.2	2,531.0	2,531.0	4,298.4	4,298.4
Parking	1,857.8	639.1	127.6		127.6			127.6		134.0	134.0	140.7	140.7	816.4	816.4
Flood Reduction	281,477.9	8,687.9	2,660.0	516.3	2,143.7			521.7	1,622.0	940.0	940.0	11,250.0	10,320.0	257,940.0	254,220.0
Asset Management	5,365.0	365.0	250.0		250.0				250.0	300.0	300.0	350.0	350.0	4,100.0	4,100.0
Geomatics/Mapping	1,196.5	340.0	55.0		55.0				55.0	57.8	57.8	60.6	60.6	683.1	683.1
Transportation Planning	750.0		750.0		750.0	750.0									
Growth Areas	6,387.2	3,700.0								1,289.0	969.0	1,398.2	1,398.2		
Industrial Parks	7,700.0													7,700.0	7,700.0

Part 2  
2024 Operating and Capital (by Department)

---

**Infrastructure, Planning and Growth Management Departmental Summary – Capital Budget cont'd**

**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
			Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Planning	2,520.8	1,270.8	600.0		600.0			600.0		650.0	650.0				
Heritage	335.0	60.0	75.0		75.0				75.0	200.0	200.0				
<b>Total</b>	<b>966,186.9</b>	<b>95,654.9</b>	<b>39,010.5</b>	<b>616.3</b>	<b>38,394.2</b>	<b>2,028.6</b>	<b>425.0</b>	<b>16,354.4</b>	<b>19,586.2</b>	<b>70,961.1</b>	<b>70,451.1</b>	<b>59,971.5</b>	<b>58,141.5</b>	<b>700,588.9</b>	<b>678,745.4</b>

Part 2  
2024 Operating and Capital (by Department)

**Infrastructure, Planning and Growth Management Capital – Other Capital Summary**

**Other Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
			Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Infrastructure, Planning and Growth Management Summary															
Bridges	336.0	146.0	90.0		90.0				90.0			100.0	100.0		
Sanitary Sewers	1,200.0		400.0		400.0				400.0	400.0	400.0	400.0	400.0		
Flood Reduction	49,021.8	30,191.8	3,210.0		3,210.0				3,210.0	3,335.0	3,335.0	3,035.0	3,035.0	9,250.0	9,250.0
Asset Management	5,705.5	1,705.5	500.0		500.0				500.0	300.0	300.0	300.0	300.0	2,900.0	2,900.0
Geomatics/Mapping	3,381.6	1,409.3	115.0		115.0				115.0	522.5	522.5	592.6	592.6	742.2	742.2
Transportation Planning	2,373.2	601.0	1,069.5		1,069.5				1,069.5	225.3	225.3	231.2	231.2	246.3	246.3
Growth Areas	100.0	75.0								25.0	25.0				
Industrial Parks	1,486.5	1,072.4	136.0		136.0	136.0				138.0	138.0	140.1	140.1		
Planning	10,821.1	5,631.1	915.0		915.0				915.0	1,920.0	1,920.0	1,795.0	1,795.0	560.0	560.0
Heritage	421.8	101.8								270.0	270.0	50.0	50.0		
Total	74,847.4	40,933.7	6,435.5		6,435.5	136.0			6,299.5	7,135.9	7,135.9	6,643.8	6,643.8	13,698.5	13,698.5



Part 2  
2024 Operating and Capital (by Department)

**Office of the IPGM Commissioner - Operating Budget**

The Office of the Infrastructure, Planning and Growth Management Commissioner leads and oversees the Department in the planning and delivery of essential policy frameworks and infrastructure services that our citizens rely on every day with a focus of managing growth in a sustainable way; including roads, sidewalks, parking facilities, stormwater facilities, sanitary systems, building permits and land use applications.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Office of the Infrastructure, Planning &amp; Growth Management Commissioner</b>					
<b>Expenditures</b>					
Office of the Infrastructure, Planning and Growth Management Commissioner	311,306	311,325	530,037	70.3%	218,731
	<b>311,306</b>	<b>311,325</b>	<b>530,037</b>	<b>70.3%</b>	<b>218,731</b>
<b>Revenues</b>					
Office of the Infrastructure, Planning and Growth Management Commissioner	135,803	135,803	295,243	117.4%	159,440
	<b>135,803</b>	<b>135,803</b>	<b>295,243</b>	<b>117.4%</b>	<b>159,440</b>
<b>Net Requirements</b>					
Office of the Infrastructure, Planning and Growth Management Commissioner	175,503	175,522	234,794	33.8%	59,291
	<b>175,503</b>	<b>175,522</b>	<b>234,794</b>	<b>33.8%</b>	<b>59,291</b>

This Division includes the Commissioner of Infrastructure, Planning and Growth Management, the Administrative Assistant to the Commissioner and a new position in 2024 for an Infrastructure Business Analyst.

Part 2  
2024 Operating and Capital (by Department)

---

The increase in the budget for 2024 is due to a change in the use of reserves within the division, a change in allocation of the Commissioner's salary and benefits which was previously allocated to all divisions within the department and is not for 2024, and the new Infrastructure Business Analyst position.

Part 2  
2024 Operating and Capital (by Department)

### Engineering and Capital Works – Operating Budget

The Engineering and Capital Works Division includes two sections: Engineering and Construction, and Traffic and Parking. The Division co-ordinates and manages the maintenance, rehabilitation and development of the City's roads and related infrastructure and provides municipal parking and traffic operations for the City.

<b>City of Peterborough</b> <b>2024 Operating Budget</b>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Engineering and Capital Works</b>					
<b>Expenditures</b>					
Engineering and Construction	3,687,953	3,727,391	4,165,635	13.0%	477,682
Traffic and Parking	5,394,315	5,541,603	5,497,165	1.9%	102,850
	<b>9,082,268</b>	<b>9,268,994</b>	<b>9,662,800</b>	<b>6.4%</b>	<b>580,532</b>
<b>Revenues</b>					
Engineering and Construction	2,282,365	2,308,086	2,861,514	25.4%	579,150
Traffic and Parking	3,540,520	3,066,300	2,927,672	-17.3%	-612,848
	<b>5,822,885</b>	<b>5,374,386</b>	<b>5,789,186</b>	<b>-0.6%</b>	<b>-33,698</b>
<b>Net Requirements</b>					
Engineering and Construction	1,405,589	1,419,305	1,304,121	-7.2%	-101,468
Traffic and Parking	1,853,795	2,475,303	2,569,493	38.6%	715,698
	<b>3,259,383</b>	<b>3,894,608</b>	<b>3,873,613</b>	<b>18.8%</b>	<b>614,230</b>

### Engineering Construction

This section manages the maintenance and development of the City's roads infrastructure, sidewalks, streetlight infrastructure, conveyance sewer system and stormwater management facilities. Staff in the Division deliver the City's engineering related capital program through in-house design and contract administration as well as the management of

## Part 2

### 2024 Operating and Capital (by Department)

---

consulting engineers. Through the Capital Asset Management Plan (CAMP) approach, the coordination of capital projects allows the City's infrastructure renewal process to make the best use of capital dollars.

The 2024 budget includes increased expenditures for Engineering and Construction due to approved wage and benefits increases. These expenditures are offset by increased recoveries from capital projects resulting in a net decrease in the tax requirement for the division.

#### **Traffic and Parking**

This section of Engineering and Capital Works Division is responsible for the operation of on and off-street municipal parking, the King Street and Simcoe Street parking garages, operation and maintenance of traffic signals, signs and pavement markings and adult crossing guards.

Traffic Calming plans for three additional neighbourhoods were presented to Council in July of 2022 and implementation of temporary measures will be completed in early 2024.

The City operates 130 signalized intersections, of which 13 are signalized pedestrian crossings. The City evaluated a Smart Traffic Signal pilot program on the Lansdowne Street corridor in late 2021 which resulted in a significant reduction in delay and emissions. An expansion of the Smart Traffic Signal System is proposed to continue in 2024 with planning for future expansion as part of planned capital improvements.

The 2024 budget for Traffic and Parking includes increased expenses for approved wage and benefit increases, insurance costs, materials costs and one new staff position, a Project Manager. The Project Manager will lead the Traffic Calming Program and provide support on other Traffic/Engineering initiatives and projects recommended in the Transportation Master Plan. Decreased parking revenues are budgeted to reflect changes since the pandemic.

#### **Recommendation**

**That any 2024 Engineering Overhead surplus be transferred to the Engineering Design and Inspection Reserve, subject to the overall year end position and that if actual 2024 Engineering costs exceed the Budget, funds may be drawn from the Engineering Design and Inspection Reserve.**

**Recommendation**

**That any unused Traffic Signal Maintenance Budget at the end of 2024 be transferred to the Traffic Signal Reserve, subject to the overall year-end position and that, if the actual 2024 Traffic Signal Maintenance costs exceed the 2024 Budget, funds may be drawn from the Traffic Signal Reserve.**

Part 2  
2024 Operating and Capital (by Department)

**Engineering and Capital Works - Arterial Streets - Capital Budget**

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Infrastructure, Planning and Growth Management																
Arterial Streets																
Brealey Drive - Lansdowne St to Sherbrooke St	15189	20,673.5	673.5	9,420.0		9,420.0			6,420.0	3,000.0	10,580.0	10,580.0				
Lansdowne St Rehabilitation - Park St to Otonabee River	17-009	32,175.0	6,125.0	4,050.0		4,050.0				4,050.0			8,000.0	8,000.0	14,000.0	14,000.0
Charlotte Street - Water Street to Park Street	18-005	31,060.0	2,560.0	500.0		500.0			500.0		1,500.0	1,500.0	1,500.0	1,500.0	25,000.0	25,000.0
Sherbrooke St - Glenforest to West City Limit	06199	19,075.7	1,575.7	500.0		500.0			318.3	181.8	1,000.0	1,000.0	8,000.0	8,000.0	8,000.0	8,000.0
Chemong Road - Parkhill Rd to Sunset Blvd	07193	43,757.8	10,357.8	400.0		400.0			400.0		2,000.0	2,000.0	7,750.0	7,750.0	23,250.0	23,250.0
Various Intersection Improvement Program	23-034	10,203.4		250.0		250.0			250.0		1,825.6	1,825.6	1,076.9	1,076.9	7,050.9	7,050.9
Lansdowne West - Spillsbury to Clonsilla	16-061	17,100.0	8,000.0								9,100.0	9,100.0				
Alternatives to High Use Arterial Roads	14182	76,321.0	3,089.0								3,520.0	3,520.0	1,495.0	1,495.0	68,217.0	68,217.0
Lily Lake Area Development Network Improvements	20-066	6,562.5	3,362.5								3,200.0	3,200.0				
Television Road Signals - Burnham Meadows	19-034	800.0	70.0								730.0	640.0				
Armour Road - Nassau Mills Rd to Cunningham Blvd	15194	21,900.0	900.0										500.0	500.0	20,500.0	18,000.0
Television Rd - Lansdowne to Parkhill Rd	16-068	46,600.0	400.0												46,200.0	46,200.0

Part 2  
2024 Operating and Capital (by Department)

**Engineering and Capital Works - Arterial Streets – Capital Budget**

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Water St North Urbanization - Nassau Mills Rd to Woodland Dr	17-010	32,900.0	4,200.0												28,700.0	28,700.0
River Road - Hwy7/115 to Lansdowne Street	16-059	21,500.0													21,500.0	21,500.0
Brealey Drive – Sherbrooke Street to Parkhill Road	16-064	13,700.0													13,700.0	13,700.0
Carnegie Planning Area - E/W Arterial	16-062	12,500.0													12,500.0	2,500.0
Ashburnham Drive - MacFarlane Avenue to Maniece Avenue	16-069	11,100.0													11,100.0	7,400.0
University Rd - Upgrade to Arterial	16-067	8,600.0													8,600.0	8,600.0
Maria St - Walker Ave to Television Rd	16-063	8,250.0													8,250.0	8,250.0
Pioneer Road Upgrades Cleantech to Cty Rd 4	19-033	7,000.0													7,000.0	7,000.0
Carnegie Ave Urbanization - Cumberland Avenue to	20-060	5,250.0													5,250.0	5,250.0
Carnegie Planning Area N/S Arterial	16-058	2,871.0													2,871.0	947.4
<b>Total</b>		<b>449,899.8</b>	<b>41,313.5</b>	<b>15,120.0</b>		<b>15,120.0</b>			<b>7,888.3</b>	<b>7,231.8</b>	<b>33,455.6</b>	<b>33,365.6</b>	<b>28,321.9</b>	<b>28,321.9</b>	<b>331,688.9</b>	<b>313,565.3</b>

### **Brealey Drive – Lansdowne St. to Sherbrooke St.**

The corridor is identified to be an urban arterial. The project also involves asphalt pavement, concrete curb and gutter, sidewalk(s), bike lanes, storm sewers and turning lanes with signalization. This project is a continuation of the Brealey Drive project to the south and will incorporate similar elements.

Phase One: Detailed design has been previously funded and is 90% complete and has been suspended pending capital funding approval. With Council desire to advance the project detailed design is being completed and the project is proposed to move to the initial construction phase in 2024 and anticipated to continue in 2025.

The timing of this project is to be coordinated with the Sherbrooke Street reconstruction project to avoid conflicting road closures.

The Draft 2024 budget includes a recommendation to pre-commit the 2025 budget for this project with approval of the 2024 budget.

### **Lansdowne Street Rehabilitation – Park St. to Otonabee River**

The project involves replacing some of the sanitary sewers and pavement structure, as well as addressing some flood mitigation and improvements to the storm sewers. The project will also address roadway tapers and intersection

improvements.

In coordination with the Miskin Law Community Complex at Morrow Park, a new set of traffic signals is being installed for the intersection of Lansdowne Street and Aylmer Street with a new entrance established into Morrow Park. As part of this coordination, timing of the Lansdowne Street improvements from Park Street to George Street commenced in 2023 and anticipated to be complete in 2024. Detailed design for subsequent phases is ongoing and construction at the Park and Lansdowne intersection and George Street to Lock Street will follow in subsequent phases.

The Transportation Master Plan identified the addition of a centre turn lane between Lock St and the Otonabee River as a Long-Term Priority (2041 2051). Due to the age and condition of the storm sewers and road surface in this section, replacement is required in advance of the future road widening and has been projected to be completed within 10 years.

Report IPSENG23-008 awarded the first phase of reconstruction and included a pre-commitment of \$3.05 million of the 2024 capital budget for this project.

### **Charlotte Street – Water St. to Park St.**

In the 2024 budget the previous two separate Charlotte Street projects (Park to Aylmer and Aylmer to Water) have been combined under this one project. This is to reflect the total project for which a DMAF funding application has been made and the limits of that project.



The TMP recommends upgrading Charlotte Street to an urban standard arterial. Charlotte Street is constrained by a 20m right-of-way with many existing buildings built up to the right-of-way boundary with no setback. The most important concepts for the project are:

- Reconstruction of sidewalks to accommodate a clear zone and landscaping;
- Two vehicle lanes, one in each direction;
- Parking maintained where possible;
- Introduction of new street trees and decorative light fixtures;
- Enhancements to active transportation facilities and public realm along the amenity zones;
- Installing 100-yr storm sewers as recommended by the Flood Reduction Master Plan;
- Enhanced connection to the Quaker Foods Urban Park.

The planned reconstruction of Charlotte Street will stimulate renewal in the Downtown Core and the Charlotte Street West Business District.

A funding application was made in 2023 to the Disaster Mitigation and Adaptation Fund (DMAF) for the Charlotte Street project. If successful, this could represent approximately 40% of eligible project costs.

An updated conceptual design for Charlotte Street is to be prepared as per report IPSACP23-018.

### **Sherbrooke St. – Glenforest Blvd. to West City Limit**

This project will involve asphalt pavement, concrete curb and gutter, sidewalk(s), cycling facilities, storm and sanitary sewers, turning lanes and signalization. The project is to improve the road condition along the east/west arterial street to an urban cross section including active transportation facilities. This project also includes the sanitary sewer and urbanization of Haywood Road. The project costs will be more accurately defined upon completion of detailed design.

Utility relocation and construction are scheduled for 2026 to 2029 to be coordinated with Brealey Drive reconstruction from Lansdowne Street to Sherbrooke Street. Funds in the 2024 Budget are proposed to support design efforts and some possible property acquisition. An amendment to the EA is anticipated to be required to align the concept with the cycling master plan.

### **Chemong Road – Parkhill Road to Sunset Blvd.**

Major reconstruction to widen this road to five lanes of traffic, by the introduction of a centre turn lane, is identified in the Transportation Master Plan. This work is necessitated by an increase in traffic volumes and access to commercial properties.

The Municipal Class EA has been approved. Property acquisition and utility relocation is underway and will be ongoing as the project proceeds.

The project cost will be more accurately refined during

## Part 2

### 2024 Operating and Capital (by Department)

---

completion of the detailed design. It is also anticipated that flood reduction measures will be required, as well as sanitary sewer upgrades, to address a bottleneck within the existing system.

The 2024 funding will be used for easements/property acquisitions and detailed design development.

#### **Various Intersection Improvement Program**

The 2022 Transportation Master Plan (TMP) identified the required Transportation Infrastructure projects to meet growth and address existing operational issues, including various intersection improvements throughout the City.

Projects will be coordinated with other road network improvement projects and growth areas where possible and prioritized to address existing operational or asset performance issues. Funding for 2024 will be used to initiate design and acquire property.

#### **Lansdowne St. West – Spillsbury Drive to Clonsilla Avenue**

This project includes the construction of a centre turn lane, improvements to the Spillsbury Drive/Kawartha Heights Boulevard/Lansdowne Street West intersection, improvements to the Clonsilla Avenue/Lansdowne Street West intersection, multi-use paths in both boulevards and a new mid-block traffic signal. Detailed design is complete and Phase 1 construction of the Clonsilla Avenue/Lansdowne Street West intersection improvements commenced in 2022 and was completed in 2023.

Phase 2 began in 2023 with property acquisitions to prepare for utility relocations in the remaining portion of the project limits. The final phase of construction is proposed to commence in 2025.

The project budget has escalated from previous budget estimates due to inflationary pressures and scope increase. Scope increases include; a new warranted signalized intersection at the mid-block point on Lansdowne Street West between Clonsilla Avenue and Kawartha Heights Boulevard to accommodate safer vehicle movements and pedestrian/cyclist crossings; storm sewer upgrades to meet regulatory design standards; required low impact development costs to improve on storm water quantity and quality control; required replacement of aging sanitary sewer; addition of new multi-use trails on both sides of Lansdowne Street west to accommodate both cycling and pedestrian usage within the corridor; and additional construction length for the required transitional tie-ins and intersection alignments for the multiple connection points.

An application to the Federal Active Transportation Fund to fund the multi-use trail costs in the remainder of the project was previously submitted but the City was not successful with the funding application that would have represented approximately \$840,000.

The 2024 Budget includes a request to approve a pre-commitment of the 2025 budget for this project.

### Recommendations

**That pending approval of Capital Project #15189 in the amount of \$9.42 million, the \$10.58 million requirement in 2025 Capital funding be pre-committed for the Brealey Drive – Lansdowne Street to Sherbrooke Street project.**

**That the \$9.1 million requirement in 2025 Capital funding be pre-committed for the Capital Project #16-061 Lansdowne Street West – Spillsbury Drive to Clonsilla Avenue.**

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Arterial Streets	Various Intersection Improvement Program Chemong Road - Parkhill Rd to Sunset Blvd Brealey Drive - Lansdowne St to Sherbrooke St Lansdowne St Rehabilitation - Park St to Otonabee River Sherbrooke St - Glenforest to West City Limit
------------------	--

Part 2  
2024 Operating and Capital (by Department)

**Engineering, and Capital Works - Collector and Local Streets – Capital Budget**

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Infrastructure, Planning and Growth Management																	
Collector and Local Streets																	
Robinson Street Improvements	24-141	50.0		50.0	50.0												
Briarhill Road Reconstruction	19-040	1,100.0									1,100.0	1,100.0					
Victoria Avenue Reconstruction	16-108	3,066.0	66.0								300.0	200.0	2,700.0	1,800.0			
Webber Avenue & Rye Street Urbanization	15203	8,195.2	295.2												7,900.0	7,900.0	
Charlotte Street - Aylmer Street to Water Street	19-066	50.0											50.0	50.0			
Total		12,461.2	361.2	50.0	50.0						1,400.0	1,300.0	2,750.0	1,850.0	7,900.0	7,900.0	

**Robinson Street Improvements**

This project is identified in a Site Development Agreement related to the redevelopment of property that extends between Hunter Street East and Robinson Street and involves the reconstruction and urbanization of Robinson Street from Mark Street to Rogers Street. The developer will make contributions over three years towards the cost of this project.

Robinson Street between Mark Street and Rogers Street is a local street with aging sanitary sewer infrastructure, limited storm sewer infrastructure and requires urbanization. This project will facilitate the reconstruction of Robinson Street between Mark Street and Rogers Street as well as installation of sidewalks and improvements to the Rotary Trail crossing of Robinson Street. The initial funding will allow for creation of an initial concept design. Additional monies required for the project will be requested in future budgets.

Part 2  
2024 Operating and Capital (by Department)

**Engineering and Capital Works - Road State of Good Repair – Capital Budget**

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Infrastructure, Planning and Growth Management Road State of Good Repair																
Pavement Preservation Program	22-020	50,850.0	9,600.0	5,500.0		5,500.0			1,000.0	4,500.0	5,500.0	5,500.0	5,650.0	5,650.0	24,600.0	24,600.0
Downtown Street Surface Repairs	24-131	2,300.0		2,300.0		2,300.0			450.0	1,850.0						
Sanitary Sewer Rehabilitation	19-038	13,000.0	4,000.0	1,000.0		1,000.0				1,000.0	1,000.0	1,000.0	1,000.0	1,000.0	6,000.0	6,000.0
Storm Sewer Rehabilitation Program	19-073	12,400.0	3,400.0	1,000.0		1,000.0				1,000.0	1,000.0	1,000.0	1,000.0	1,000.0	6,000.0	6,000.0
Street Light Infrastructure Program	17-019	2,100.0	900.0	200.0		200.0			200.0		200.0	200.0	200.0	200.0	600.0	600.0
Rail Crossing Removals	17-018	1,005.0	105.0								100.0	100.0	100.0	100.0	700.0	700.0
Total		81,655.0	18,005.0	10,000.0		10,000.0			1,650.0	8,350.0	7,800.0	7,800.0	7,950.0	7,950.0	37,900.0	37,900.0

**Pavement Preservation Program**

The Pavement Preservation Program is identified through the City's overall Road Needs Study. This program involves roads where the sub surface critical infrastructure components are in relatively good condition and the intention is to extend the life cycle of the road assembly. The sub surface components include sanitary and water conveyance, natural gas and electrical components, communication components, stormwater infrastructure etc. This program extends the life of these critical infrastructure

components by ensuring the protective road surface remains intact.

Road and associated surface features protect the underground utilities and essential infrastructure from water infiltration. The preventative maintenance program involves;

- adjustment of road structures
- repairs to ensure alignment of road surface with curbs/gutters
- pavement resurfacing and crack sealing

The program will also include re inspecting portions of the City's road network. Re inspection information will be utilized for subsequent road programs.

### **Downtown Street Surface Repairs**

Road surface conditions in the downtown on Water Street and George Street are deteriorating. There are future capital projects that will be required to address underground infrastructure but due to other ongoing capital projects and competition for capital dollars it is anticipated that these projects will be unable to be financed before these downtown streets fall into an unmanageable state of repair.

This project proposes to grind and overlay with new surface asphalt the following streets:

- Water Street from Simcoe Street to Parkhill Road
- George Street from Sherbrooke Street to Hunter Street
- Simcoe Street from Water Street to George Street
- Brock Street from Water Street to George Street
- Murray Street from Water Street to George Street
- McDonnell Street from Water Street to Harvey Street

This project will be an interim repair that will help improve the smoothness of the surface asphalt and appearance. This project will not be able to address all drainage issues and/or underground utility issues that may be present in these areas.

### **Sanitary Sewer Rehabilitation**

This project will review the latest condition information on the citywide sanitary sewer network and rehabilitate critical areas identified. In general, the sanitary sewer rehabilitation program will be allocated to sewers that require attention as a result of inspection information collected.

The project is also directly connected to the roads resurfacing program whereby underground infrastructure requires repair prior to any road surface works.

The ongoing program will improve the overall condition of the City's sanitary sewer infrastructure thereby resulting in improved sewage flows.

### **Storm Sewer Rehabilitation Program**

This project will review current condition information on the citywide storm sewer network and rehabilitate critical areas identified. The storm sewer rehabilitation program will be allocated to sewers that require attention as a result of inspection information collected.

The project is also directly connected to the roads resurfacing program whereby underground infrastructure requires repair prior to any road surface works.

The project will improve the overall condition of the City's storm sewer infrastructure, thereby resulting in improved drainage and water management.

**Street Light Infrastructure Program**

The City's inspection program identified an upgrade to the street light infrastructure is needed. A large percentage of the existing street light infrastructure is approaching or has

passed its useful life. This program will address deficiencies related to streetlight poles, arms, and undergrounds.

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Road State of Good Repair	Storm Sewer Rehabilitation Program Sanitary Sewer Rehabilitation
---------------------------	---

Part 2  
2024 Operating and Capital (by Department)

---

**Engineering and Capital Works - Bridges – Capital Budget**

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Infrastructure, Planning and Growth Management Bridges																
Television Road Bridge over South Meade Creek	21-098	14,800.0	2,200.0	500.0		500.0			500.0		12,100.0	12,100.0				
Nassau Mills Bridge over Trent Severn Waterway	16-074	17,800.0	300.0												17,500.0	17,500.0
Nassau Mills Bridge over Otonabee River	16-073	11,820.0	300.0												11,520.0	11,520.0
Total		44,420.0	2,800.0	500.0		500.0			500.0		12,100.0	12,100.0			29,020.0	29,020.0

**Television Road Bridge over South Meade Creek**

Bridge inspections, which are completed every two years, have identified the Television Road crossing of South Meade Creek to be of the highest priority. The Municipal Class EA recommended replacing the aging structure with a new two-lane bridge with provisions for the abutment to accommodate a future widening to a four-lane section to mitigate the environmental impacts and provide the best long-term value to the community.

Council approved the recommendations of the Municipal Class EA for the replacement of the Television Road Bridge over South Meade Creek via Report IPSTR22-009 on June 27, 2022.

Pre-approved and 2024 funding is proposed for detailed design, property acquisition and preliminary site preparation works with anticipation of construction in 2025/2026.



Part 2  
2024 Operating and Capital (by Department)

**Engineering and Capital Works –Bridges- Other Capital Budget**

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Infrastructure, Planning and Growth Management Bridges																	
OSIM Bridge Inspection Program	17-023	336.0	146.0	90.0		90.0				90.0			100.0	100.0			
Total		336.0	146.0	90.0		90.0				90.0			100.0	100.0			

**OSIM Bridge Inspection**

The structural integrity, safety and condition of every bridge is determined through the performance of at least one inspection every two years under the direction of a professional engineer and in accordance with the Ontario Structure Inspection Manual (OSIM), published by the Ministry of Transportation (O. Reg. 160/02, s. 2 (2)). The OSIM program is next scheduled for 2024.

The many components that make up the substructure and superstructure of bridges are reviewed. These include the foundations, abutments, piers, girders, deck, barriers, railings, bearings, expansion joints and approach slabs.

Each of the various elements are assigned a condition rating and maintenance needs are identified and assigned a priority based on the need to undertake the improvements. These maintenance and rehabilitation needs are then used to generate the long-term bridge asset capital budgets and short-term maintenance needs.

An aspect of the following project addresses Climate Mitigation and or Climate Adaptation:

Bridges	Television Road Bridge over South Meade Creek
---------	---

Part 2  
2024 Operating and Capital (by Department)

**Engineering and Capital Works – Active Transportation - Capital Budget**

**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Infrastructure, Planning and Growth Management Active Transportation																	
Otonabee River Trail - Del Crary Park to Little Lake Cemetery	12811	3,500.0	640.0	200.0		200.0			200.0		2,660.0	2,660.0					
Various New Sidewalk Installations	24-114	500.0		500.0		500.0			500.0								
Rotary Trail Crossing - Hunter St East	23-046	600.0	100.0	500.0	50.0	450.0		425.0		25.0							
Citywide Trail Rehabilitation	19-039	1,100.0	350.0	300.0		300.0				300.0	300.0	300.0	150.0	150.0			
Trails and Cycling Network Implementation	19-048	16,543.8									1,732.5	1,732.5	1,819.1	1,819.1	12,992.2	12,992.2	
Crawford Trail Extension Project - Monaghan Road to Townsend	19-083	3,250.0	1,350.0								400.0	400.0	1,500.0	1,500.0			
Rotary Greenway Trail Link Lighting and Safety	24-067	1,700.0	1,700.0														
Total		27,193.8	4,140.0	1,500.0	50.0	1,450.0		425.0	700.0	325.0	5,092.5	5,092.5	3,469.1	3,469.1	12,992.2	12,992.2	

### **Otonabee River Trail – Del Crary Park to Little Lake Cemetery**

This project represents the completion of a Council approved public policy and capital planning priority, as part of the Little Lake Master Plan.

This project construction was previously deferred until 2023 to better align with other projects in the area including proposed private developments, Central Area Secondary Plans and the Del Crary Park Master Plan and is now budgeted in 2024 and 2025.

The Draft 2024 budget includes a recommendation for a precommitment of the 2025 budget request for this project.

### **Various New Sidewalk Installations**

In accordance with the City's Provision of Sidewalks Policy Number MS08-7750 and Sidewalk Implementation Procedure for Existing Streets, and the Council approved 2022 Transportation Master Plan which identified a need for an aggressive investment in expansion of the sidewalk network.

Active transportation is a general term for the use of human powered, nonmotorized modes for transportation such as walking, running, cycling, and rollerblading. The City of Peterborough prioritizes active modes of transportation that foster a pedestrian network with a high degree of connectivity, safety, and local context sensitivity.

The City has updated the Sidewalk Implementation Procedure to include notifying residents and Ward Councillors that will be directly impacted by the immediate construction program with sufficient time to allow for consultation and mitigating measures.

### **Rotary Trail Crossing – Hunter St. E.**

Council approved the rezoning of 109127 Hunter Street East via Report IPSPL20025 to create an infill mixed-use development. This development will increase the pedestrian and cycling demand on the Rotary Trail, and Report IPSPL20025 commits the developer to working with the City to provide improvements to enhance the safety of the Rotary Trail crossing of Hunter Street East and provide lighting for the reconstructed trail.

### Citywide Trail Rehabilitation

This project supports trail maintenance and resurfacing. Over the past decades, the City has expanded the Citywide trail network. As the trail infrastructure begins to degrade, there is a requirement to rehabilitate the trail infrastructure.

### Recommendation

**That pending approval of Capital Project #12811 in the amount of \$200,000, the \$2.66 million requirement in 2025 Capital funding be pre-committed for the Otonabee River Trail – Del Crary Park to Little Lake Cemetery project.**

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Active Transportation	Otonabee River Trail - Del Crary Park to Little Lake Cemetery Various New Sidewalk Installations Rotary Trail Crossing - Hunter St East
-----------------------	---

Part 2  
2024 Operating and Capital (by Department)

**Engineering and Capital Works - Sanitary Sewers – Capital Budget**

**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Infrastructure, Planning and Growth Management Sanitary Sewers																	
Eastern Trunk Sewer	16-099	6,000.0	250.0	2,750.0		2,750.0			2,750.0		3,000.0	3,000.0					
Sanitary Sewer Master Plan Implementation	17-027	4,300.0	1,000.0	250.0		250.0				250.0	750.0	750.0	750.0	750.0	1,550.0	1,550.0	
Total		10,300.0	1,250.0	3,000.0		3,000.0			2,750.0	250.0	3,750.0	3,750.0	750.0	750.0	1,550.0	1,550.0	

**Eastern Trunk Sewer**

At its meeting of September 10, 2018, report IPSPD18-023 was approved by Council which endorsed the Draft Plan of Subdivision presented by the Developer that requires this project for servicing of the lands. Completion of this project permits growth within the Liftlock Growth Area.

**Sanitary Sewer Master Plan Implementation**

On March 12, 2012, Council approved Report USEC12-001 adopting the City's infrastructure strategies to address Inflow and Infiltration of storm water into the City Sanitary Sewer Network.

Inflow and Infiltration of clean water increases the flow in the sanitary sewer causing basement flooding, environmental hazards, greater wastewater treatment costs and reduced sewer capacity for future growth while decreasing the sewer system's lifespan.

Part 2  
2024 Operating and Capital (by Department)

---

Various Inflow and Infiltration sources have been discovered and, now that the City has established these sources, the next step is remediation through detailed design and construction to remove the Inflow and Infiltration from the City's sanitary system. Staff will continue to investigate remaining areas of the City.

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Sanitary Sewers	Sanitary Sewer Master Plan Implementation
-----------------	---

## Engineering and Capital Works - Sanitary Sewers – Other Capital Budget

### Other Capital Budget Summary

2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Infrastructure, Planning and Growth Management Sanitary Sewers																	
Hydro One Ops Centre Servicing	24-140	1,200.0		400.0		400.0				400.0	400.0	400.0	400.0	400.0			
Total		1,200.0		400.0		400.0				400.0	400.0	400.0	400.0	400.0			

## Hydro One Regional Operations Centre and Fleet Maintenance Facility Servicing

This project is identified in a Site Development Agreement executed between the City and Hydro One Networks Inc. (HONI) pursuant to the negotiated terms of the City's sale of Peterborough Distribution Inc. to HONI.

As part of City's disposition of Peterborough Distribution Inc. assets to Hydro One, the City entered into a Site Development Agreement to facilitate construction of a HONI Regional Operations Centre and Fleet Maintenance Facility at 1801 Fisher Drive and 290 Jameson Drive. Per the agreement, the City is required to ensure provision of water, sanitary and storm sewer services to each property, and, if necessary, off-site stormwater management along with financial reimbursements to HONI for building permit fees, development charges, parkland dedication, and site grading and compaction to a total cost not to exceed \$3,600,000. Detailed design is anticipated in 2024 with construction occurring in 2025-2026.

This project is to be completed concurrent with a planned creek realignment and associated wetland compensation for the Major Bennett Industrial Park previously approved in the 2019 and 2020 capital budgets.

Part 2  
2024 Operating and Capital (by Department)

---

**Engineering and Capital Works – Storm Sewers – Capital Budget**

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Infrastructure, Planning and Growth Management Storm Sewers																
City Wide Stormwater Quality Master Plan Implementation	17-034	12,153.7	5,178.7	975.0		975.0				975.0	1,000.0	1,000.0	1,000.0	1,000.0	4,000.0	4,000.0
Roger Neilson Way Storm Sewer Rehab	19-037	165.0	15.0								150.0	150.0				
Total		12,318.7	5,193.7	975.0		975.0				975.0	1,150.0	1,150.0	1,000.0	1,000.0	4,000.0	4,000.0

**City Wide Stormwater Quality Master Plan Implementation**

This project presents an opportunity to manage stormwater quality discharges potentially impacting our creeks and rivers. The City is mandated to complete specified work by the Ministry of the Environment, Conservation and Parks related to existing stormwater facilities throughout the City. The Stormwater Quality EA Management Master Plan was developed as part of the overall evaluation and solution to the existing concerns.

The long-term recommendations of the Stormwater Quality Master Plan require ongoing funding over several years, to mitigate the potential issues.

In 2016, the MECP (formerly Ministry of Environment and Climate Change) requested detailed inspection data for one pond. The MECP has provided recommended guidance to address concerns. This project will implement recommendations and required work arising from MECP requirements.



**Roger Neilson Way Storm Sewer Rehabilitation Program**

This project will address periodic nuisance flooding that occurs on Roger Neilson Way fronting the Memorial Centre. Pre-approved funding is supporting investigation to confirm the Lansdowne West project can accommodate a potential local solution.

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Storm Sewers	City Wide Stormwater Quality Master Plan Implementation
--------------	---

Part 2  
2024 Operating and Capital (by Department)

**Engineering and Capital Works - Traffic and Transportation – Capital Budget**

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Infrastructure, Planning and Growth Management Traffic and Transportation																
Traffic Safety Program Implementation	23-029	4,483.6	300.0	850.0		850.0	850.0				1,180.0	1,180.0	1,060.9	1,060.9	1,092.7	1,092.7
Traffic Calming Program	21-093	4,428.8	600.0	700.0		700.0			700.0		700.0	700.0	700.0	700.0	1,728.8	1,728.8
Traffic Signal Controller Replacement Program	18-090	3,234.7	2,697.3	537.4		537.4			237.4	300.0						
Smart Signal Implementation	19-076	3,000.0	1,500.0	500.0		500.0			500.0		500.0	500.0	500.0	500.0		
Red Light Camera - Automated Speed Enforcement	22-035	450.0	150.0	300.0		300.0	300.0									
Traffic Signal Infrastructure	17-155	2,669.1	1,076.1	179.5		179.5			179.5		184.5	184.5	190.0	190.0	1,039.1	1,039.1
Intersection Pedestrian Safety Enhancements	18-089	646.8	530.9	115.9		115.9	115.9									
Traffic Signal Uninterrupted Power Supply Equipment	18-091	489.8	400.2	89.6		89.6				89.6						
Traffic Improvements	17-154	945.2	274.2	75.5		75.5	12.7			62.8	77.7	77.7	80.1	80.1	437.8	437.8
Total		20,348.1	7,528.7	3,347.9		3,347.9	1,278.6		1,616.9	452.4	2,642.2	2,642.2	2,531.0	2,531.0	4,298.4	4,298.4

### **Traffic Safety Program Implementation**

Council, at their meeting of March 28, 2022, approved Report IPSTR22-003 Transportation Master Plan Phase 4 which included support for Road Safety as an infrastructure policy initiative. This project will promote and fund a multi-year Road Safety Strategy targeting Safe School Zones, Safe Neighbourhoods, Safety for Vulnerable Users, Safe Corridors, and Safe Intersections. Requested funding for 2024 will allow for the completion of the city-wide program to enhance safety in school zones, including permanent 40km/h school zone speed limits, introduction of Community Safety Zones, installation of new signs, enhanced pavement markings, driver feedback signs, and an education and awareness campaign. Future Road Safety initiatives will be informed by Transportation Safety Program and Implementation Strategy.

### **Traffic Calming Program**

Council, at their meeting of May 25, 2021, approved Report IPSTR21-007 Approval of a Traffic Calming Policy and Five Neighbourhood Traffic Calming Plans. The report included the initiation of three additional neighbourhoods for traffic calming studies. Report IPSTR22-013, approved July 25, 2022 recommended implementation of the three traffic calming plans, plus additional equipment for locations where traffic calming plans were not warranted.

This program will implement traffic calming infrastructure in 3 neighbourhoods that were studied in 2022. In 2023 Traffic Calming Plans were installed on High Street, Highland Road, and Golfview Road Whitefield Drive using previously committed funds. In 2024 Permanent traffic calming measures will be implemented or adjusted for the original five traffic calming plans following evaluation.

Following implementation of these Traffic Calming Plans, an annual funding program will be established to accommodate future Traffic Calming requests that emerge throughout the year via requests from the public, City Council, and staff. The delivery of this program requires an additional staff resource that has been included in the 2024 draft operating budget of the Engineering and Capital Works division.

Traffic Calming Infrastructure includes projects such as the installation of curb extensions, narrowing of roadways, restricting traffic turning movements, speed cushions, signs, pedestrian refuge islands, median islands, mini traffic circles and driver feedback signs. Throughout each year, projects and priorities will be recommended for approval by Council.

### **Traffic Signal Controller Replacement Program**

This multiyear program is intended to replace the City's aging on-street traffic signal controller equipment. The City operates and maintains 144 signalized intersections across the city. At the end of 2024 it is anticipated that all traffic signal controller equipment will be replaced making the oldest controller two years old. The implementation of this program is necessary to support upgrading the centralized traffic signal control system and implementing advanced Smart Signals on various corridors.

### **Smart Signal Implementation**

Council, in approving Report USDIR18-002, established funding for a series of Transportation studies and improvements including the development of a Signal System Update Program. Report IPSTR20-020 approved a Smart Signal Pilot Project on Lansdowne Street.

This project will focus on funding the installation of field equipment necessary to implement a "Smart Traffic Signal" system across the city, where the traffic signals can detect prevailing traffic demands and traffic flow conditions in real time, and automatically adapt the signal settings to optimize the flow of traffic along major arterial roads.

In 2024, work will continue with field implementation of new equipment needed for Smart Signals on additional arterial roads. This work will include enhancements to the communication infrastructure in the field, so that traffic signal controllers at various intersections can share data and communicate in real time. Implementation will be coordinated with ongoing construction projects. More efficient flow of traffic can result in reduced congestion, lower emissions, reduced vehicle idling, and fewer accidents. The system can be programmed to assist Emergency Response Vehicles by allowing for pre-emption and enhanced control of traffic signals.

### **Red Light Camera – Automated Speed Enforcement**

In April 2022, Council approved Report IPSTR22-003 Transportation Master Plan, which included a Road Safety Program that included the recommendation to undertake feasibility studies to consider implementation of Red Light Cameras and/or Automated Speed Enforcement Cameras. In 2024 staff will pilot camera systems to inform and plan future implementation.

There is a formal process required to join the Red-Light Camera program, involving approvals from the MTO, procurement of specialized camera technology, and entering into multiyear contracts for photo evidence processing all requiring significant upfront costs. The province also recently approved the use of Automated Speed Enforcement cameras by municipalities, under certain conditions, to provide photo-based speed enforcement in School Zones and Community Safety Zones. The Automated Speed Enforcement program has similar requirements as red-light cameras for joining the program. Both devices may represent important safety tools that can be deployed on City streets to improve road safety.

The completion of feasibility/ pilot study and initial implementation of ASE will identify the potential benefits of a program, and the financial costs / sustainability of the program. This program will support road safety and traffic calming initiatives.

### **Traffic Signal Infrastructure**

This is a multi-year program to replace aged traffic signal equipment to meet minimum standards and control increasing maintenance costs. The condition of existing traffic signal infrastructure has reached high need for replacement. This program includes the replacement of poles, signal heads, pedestrian push buttons, detection equipment and mast arms. This project also includes upgrading traffic signal equipment to meet the needs of people with disabilities, including audible pedestrian signals and accessibility features.

Each year intersections are identified for improvement, based on condition ratings and work programs and available funding. There are currently 144 traffic signals city-wide (seventeen are Intersection Pedestrian Signals). Through new developments and road reconstruction programs, four additional signalized intersections will be added to the inventory in 2024.

### **Intersection Pedestrian Safety Enhancements**

This is a project to promote pedestrian safety by improving existing crosswalks at signalized intersections through the implementation of ladder pavement markings and countdown pedestrian signals. Each year intersections will be identified based on pedestrian volumes and work programs and will be set as funding permits. Funding for 2024 will allow for a continuation of the program to upgrade pedestrian crossings at major intersections on arterial roads.

### **Traffic Signal Uninterrupted Power Supply Equipment**

This multiyear program is intended to upgrade existing signalized intersections by adding uninterrupted power supply equipment (back-up power supply) to allow traffic signals to continue to operate during power outages. Each year intersections will be identified, based on pedestrian and vehicle volumes, work programs, and available funding. The initial focus will be on intersections in the downtown and on the arterial road network. This type of device reduces the risk of both vehicle-vehicle and vehicle-pedestrian collisions during power outages.

### **Traffic Improvements**

This on-going program implements various traffic improvements that emerge throughout the year via requests from the public, City Council, and staff.

Improvements include projects such as the installation of pedestrian intersection signals, flashing beacons, turn lanes, new signs, channelization, and traffic islands.

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Traffic and Transportation	Smart Signal Implementation Traffic Signal Uninterrupted Power Supply Equipment
----------------------------	--

Part 2  
2024 Operating and Capital (by Department)

**Engineering and Capital Works - Parking - Capital Budget**

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Infrastructure, Planning and Growth Management Parking																	
Parking Equipment Purchases	19-068	1,857.8	639.1	127.6		127.6			127.6		134.0	134.0	140.7	140.7	816.4	816.4	
Total		1,857.8	639.1	127.6		127.6			127.6		134.0	134.0	140.7	140.7	816.4	816.4	

**Parking Equipment Purchases**

In November 2017, in considering Report USTR17-018, Council approved a Strategic Downtown Parking Management Study to guide parking operations for the next ten years. Investments in new parking equipment at surface lots and in the parking garages were included in the study recommendations. This is an ongoing program to purchase new parking equipment for the Simcoe and King Street Parking Garages, various surface lots, and on-street parking spaces. In past years, items purchased through this program included: pay and display machines; kiosks, gate arms, and cash/logic revenue systems at garages and handheld ticketing devices. Requested funding in 2024 will be used to update aging pay and display machines.

**Recommendation**

**That any unused Parking Budget, at the end of 2024, be transferred to the Parking Reserve, subject to the overall year-end position and that, if the actual 2024 Parking costs exceed the 2024 Budget, funds may be drawn from the Parking Reserve.**

Part 2  
2024 Operating and Capital (by Department)

**Asset Management and Capital Planning – Operating Budget**

This Division coordinates and manages the programs focused on ensuring longevity and sustainability of the City's infrastructure, transportation planning, Geographic Information System (GIS) technology and mapping services, infrastructure, the long-term Corporate Asset Management plan and the Corporate Sustainability and Climate Change Programs.

<div> <div></div> <div> <b>City of Peterborough</b>  2024 Operating Budget </div> </div>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Asset Management and Capital Planning</b>					
Expenditures					
Geomatics/Mapping	1,057,568	1,030,655	1,208,911	14.3%	151,343
Transportation Planning	524,222	526,054	648,428	23.7%	124,207
Asset Management and Capital Planning	1,052,168	1,048,435	967,060	-8.1%	-85,108
Water Resource Systems	626,393	639,593	837,939	33.8%	211,546
	3,260,350	3,244,737	3,662,338	12.3%	401,988
Revenues - County Contribution					
Geomatics/Mapping	71,047	45,000	100,313	41.2%	29,266
Transportation Planning	201,100	201,100	332,828	65.5%	131,728
Asset Management and Capital Planning	1,466,416	900,415	430,075	-70.7%	-1,036,341
Water Resource Systems	0	581,501	716,307	0.0%	716,307
	1,738,563	1,728,016	1,579,523	-9.1%	-159,040
Net Requirements					
Geomatics/Mapping	986,521	985,655	1,108,598	12.4%	122,077
Transportation Planning	323,122	324,954	315,600	-2.3%	-7,521
Asset Management and Capital Planning	-414,248	148,020	536,985	-229.6%	951,233
Water Resource Systems	626,393	58,092	121,632	-80.6%	-504,761
	1,521,787	1,516,721	2,082,815	36.9%	561,028



Part 2  
2024 Operating and Capital (by Department)

---

The annual contribution to the Climate Change reserve included in this division's budget is \$494,089 for 2024. During the 2022 budget deliberations, Council approved indexing this contribution annually based on CPI. The 2024 budget also includes an increase in personnel costs due to approved salary and benefits increases and a new position for a Business Analyst.

The Infrastructure & Planning Business Analyst will be responsible for providing strategic analytical support to the IPGM Department including long range capital budget planning, forecasting, financial modelling, research, analysis, report/presentation preparation and administration as required. The position will participate in cross functional service delivery teams, working closely and in collaboration with other City divisions and will also be responsible for assisting with financial support and analysis in the areas of multi-year budget preparation, quarterly operating and capital budget monitoring expenditures and revenues, and ensuring proper quality controls are followed consistently and in accordance with policies, procedures and service level commitments.

Part 2  
2024 Operating and Capital (by Department)

**Asset Management and Capital Planning – Flood Reduction Master Plan - Capital**

**Tangible Capital Budget Summary**

2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Infrastructure, Planning and Growth Management Flood Reduction																
Curtis Creek Watershed Improvements	16-083	36,900.0	8,550.0	2,660.0	516.3	2,143.7			521.7	1,622.0	940.0	940.0			24,750.0	24,750.0
Downtown Flood Mitigation Project (Water St./Simcoe St.)	21-102	41,750.0											7,750.0	6,820.0	34,000.0	30,280.0
North-East Jackson Watershed Improvements	16-078	26,745.6	45.6										2,500.0	2,500.0	24,200.0	24,200.0
Byersville - Clonsilla Parkway Storm Basin	16-080	3,000.0											1,000.0	1,000.0	2,000.0	2,000.0
South-East Jackson Watershed Upgrades	16-079	76,700.0													76,700.0	76,700.0
Byersville Watershed Improvements	16-088	40,820.0													40,820.0	40,820.0
Brookdale Watershed Improvements	16-084	31,142.3	92.3												31,050.0	31,050.0
Meade Watershed Improvements	16-086	9,390.0													9,390.0	9,390.0
Riverview Watershed Improvements	16-087	9,260.0													9,260.0	9,260.0
Thompson Watershed Improvements	16-085	4,380.0													4,380.0	4,380.0
North-West Jackson Watershed Improvements	16-090	900.0													900.0	900.0
South-West Jackson Watershed Improvements	16-081	490.0													490.0	490.0
Total		281,477.9	8,687.9	2,660.0	516.3	2,143.7			521.7	1,622.0	940.0	940.0	11,250.0	10,320.0	257,940.0	254,220.0

### **Curtis Creek Watershed Improvements**

The Curtis Creek Flood Reduction Master Plan was approved by Council on February 8, 2010, through Report USEC10-001. Report USEC14-006 entitled “Flood Reduction Watershed EA Capital Projects Update” adopted by Council on April 7, 2014, prioritized the watershed capital projects. The City has been successful in receiving provincial and federal funding for projects associated to this watershed, including the construction of culverts along Curtis Creek and the design of the channel improvements.

Report IPSENG23-010 for the award of ITT-19-23 Armour Road Reconstruction and Resurfacing from Hunter Street East to Clifton Street pre-committed \$1 million of the 2024 capital funding request.

The Draft 2024 budget includes a recommendation for a precommitment of the 2025 budget request for this project.

### **Recommendation**

**That pending approval of Capital Project #16-083 in the amount of \$2.66 million, (\$1M of which was pre-approved in 2023) the \$940,000 requirement in 2025 Capital funding be pre-committed for the Curtis Creek Watershed Improvements project.**

Part 2  
2024 Operating and Capital (by Department)

**Asset Management and Capital Planning– Flood Reduction Master Plan - Other Capital Budget**  
**Other Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Infrastructure, Planning and Growth Management Flood Reduction																
Sanitary Sewer (Relining, Renew & Repair)	07384	24,578.3	18,078.3	1,750.0		1,750.0				1,750.0	1,750.0	1,750.0	1,500.0	1,500.0	1,500.0	1,500.0
CCTV Inspection of Sewers	06402	21,130.4	10,330.4	1,350.0		1,350.0				1,350.0	1,350.0	1,350.0	1,350.0	1,350.0	6,750.0	6,750.0
Flow & Rainfall Monitoring	17-035	1,630.0	750.0	110.0		110.0				110.0	110.0	110.0	110.0	110.0	550.0	550.0
Flood Reduction Subsidy Program	05387	1,458.0	858.0								75.0	75.0	75.0	75.0	450.0	450.0
Rain Event Miscellaneous Projects	17-038	150.0	100.0								50.0	50.0				
IIMP Infrastructure Information	20-001	75.0	75.0													
Total		49,021.8	30,191.8	3,210.0		3,210.0				3,210.0	3,335.0	3,335.0	3,035.0	3,035.0	9,250.0	9,250.0

**Sanitary Sewer (Relining, Renew and Repair)**

This initiative will lead to a reduction in storm and rainwater infiltration into the sanitary sewer system. This will result in a reduction in the unnecessary treatment of stormwater at the Wastewater Treatment Plant, restore some capacity into the existing sanitary sewer system to support current and future development, and reduce the frequency of sewer backups. As CCTV inspections are completed, projects are identified and are funded from this account. Also, continued monitoring of potentially “excessively wet” areas will lead to specific projects. This program will extend the useful life of both storm and sanitary sewers.

### **CCTV Inspection of Sewers**

The sanitary and storm sewer systems are now on a five-year cycle of regular inspections. Problem areas are identified during inspections. Based on these CCTV inspections, a remedial plan to address problems identified is developed and implemented. This project will inspect and evaluate storm and sanitary sewer infrastructure, identify rehabilitation and maintenance requirements based on data collected, and create a searchable repository for inspection and recommendation records.

### **Flow & Rainfall Monitoring**

The purpose of flow monitoring is to collect accurate, current information on the flow characteristics of the study area, and the associated rainfall intensity, total volume, rate, and duration. Information collected will be used for various applications including computer model calibration; development of area specific modeling parameters relative to design values; and inflow and infiltration identification and quantification.

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Flood Reduction	Curtis Creek Watershed Improvements CCTV Inspection of Sewers Flow & Rainfall Monitoring Sanitary Sewer (Relining, Renew & Repair)
-----------------	---

Part 2  
2024 Operating and Capital (by Department)

**Asset Management - Capital Budget**

**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Infrastructure, Planning and Growth Management Asset Management																
Climate Change Action Plan - TCA	19-059	5,365.0	365.0	250.0		250.0				250.0	300.0	300.0	350.0	350.0	4,100.0	4,100.0
Total		5,365.0	365.0	250.0		250.0				250.0	300.0	300.0	350.0	350.0	4,100.0	4,100.0

**Climate Change Action Plan – Tangible Capital Assets**

Council adopted the Greater Peterborough Area Climate Change Action Plan in December 2016 and with a goal of reducing both Corporate and Community greenhouse gases (GHG), by 30% from the 2011 baseline, by 2031. In September 2019, Council passed a motion declaring a climate emergency within the City. The motion directs staff to review opportunities and implications of accelerating existing actions and raised the target for GHG emission reduction from 30% to 45% by 2030. The City's Corporate GHG emissions have declined 21% from the 2011 baseline. Funded projects in progress will achieve a 30% reduction by 2030. Additional initiatives targeting emissions from the Fleet and Building Sectors are required to achieve the 45% reduction target.

This capital budget will provide funding and start-up funding to leverage external grants needed to implement corporate sustainability projects (energy conservation, water conservation, implement/pilot green technology, electric vehicle charging stations, sustainable infrastructure, etc.) that result in tangible capital assets (TCAs). As ongoing studies are completed to define the required capital investments for additional greenhouse gas reduction initiatives (i.e., GHG Reduction Pathway Study for Community Buildings) future cash flow projections will be updated or created as separate capital projects.

Part 2  
2024 Operating and Capital (by Department)

**Asset Management – Other Capital Budget**

**Other Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Infrastructure, Planning and Growth Management Asset Management																
Climate Change Action Plan	18-109	2,430.5	930.5	300.0		300.0				300.0	200.0	200.0	200.0	200.0	800.0	800.0
Asset Management Project	14250	1,275.0	675.0	200.0		200.0				200.0					400.0	400.0
Nature Area Management	22-048	2,000.0	100.0								100.0	100.0	100.0	100.0	1,700.0	1,700.0
Total		5,705.5	1,705.5	500.0		500.0				500.0	300.0	300.0	300.0	300.0	2,900.0	2,900.0

**Climate Change Action Plan**

This capital project will be used to implement projects, enhance, and leverage external funding for climate change projects, and fund the Climate Change Action Plan implementation. The annual capital budget allocation has been established as project start-up funding, used to leverage external grants and associated contributions for local projects. External funding will continue to be sought to fund community and local projects: examples include supporting a Green Economy Peterborough Hub to support local businesses in implementing GHG reduction plans, exploring the potential to expand solar Photo Voltaic (PV) use in the community), implementing a Home Energy Efficiency Program for residential reductions, improving data collection, measurement, and reporting methodologies.

### **Asset Management Project**

On May 30, 2022, Council approved the 2021 Asset Management Plan via Report IPSIM2211. Approval of this plan brings Council into compliance with Phase 1 of its asset management reporting requirements under O.Reg. 588/17 for core assets owned and directly operated by the City (wastewater, stormwater, bridges, roads). The Province's Ten-Year Infrastructure Plan makes it clear that municipalities will be required to develop and file an asset management plan to support future funding applications.

The project involves the implementation of a program and systems to assist asset stewards in managing City assets. This program and system will assist in capital budget preparation, establishing priorities and determining when capital assets should be replaced versus maintained. Proposed budget requests will focus on developing subsequent phases of O.Reg. 588/17, communication plans for Asset Management, and organizational alignments of capital projects.

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Asset Management	Climate Change Action Plan - TCA
	Climate Change Action Plan
	Asset Management Project



**Asset Management and Capital Planning - Geomatics/Mapping – Capital Budget**

**City of Peterborough**  
**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Infrastructure, Planning and Growth Management Geomatics/Mapping																
Vertical / Horizontal Control Monuments	16-002	1,096.5	240.0	55.0		55.0				55.0	57.8	57.8	60.6	60.6	683.1	683.1
Smart System Expansion and Artificial Intelligence	20-062	100.0	100.0													
Total		1,196.5	340.0	55.0		55.0				55.0	57.8	57.8	60.6	60.6	683.1	683.1

**Vertical/Horizontal Control Monuments**

Control monuments are placed as part of triangulation surveys, measurement efforts that moved systematically across the City, Province, and Country, establishing the angles and distances between various points. Such surveys lay the basis for mapmaking in Canada and across the world. These permanent control monuments create a fixed reference frame on which surveyors can base their measurements. This allows measurements from different surveyors, and in different periods of time, to fit together.

This project will replace destroyed monuments and add new monuments that will tighten triangulation and support mapping efforts.

Part 2  
2024 Operating and Capital (by Department)

**Asset Management and Capital Planning - Geomatics/Mapping – Other Capital Budget**

**Other Capital Budget Summary**

2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Infrastructure, Planning and Growth Management Geomatics/Mapping																
Remote Sensing Data Acquisition	17-072	1,420.6	1,075.6	115.0		115.0				115.0			115.0	115.0	115.0	115.0
GIS Strategic Plan Implementation (2022-2026)	22-012	1,961.0	333.7								522.5	522.5	477.6	477.6	627.2	627.2
Total		3,381.6	1,409.3	115.0		115.0				115.0	522.5	522.5	592.6	592.6	742.2	742.2

**Remote Sensing Data Acquisition**

Orthophotography is the creation of digital air photos that are compatible with the City's GIS. Orthophotography is an invaluable tool that many departments rely on to visualize what actually exists on the ground. New orthophotography should be completed on a two-year cycle. The funding required is \$50,000 for leaf-on and leaf-off coverage.

Lidar (light detection and ranging) is an optical remote sensing technique that uses laser light to densely sample the surface of the earth, producing highly accurate x,y,z measurements. Lidar will provide accurate elevations (heights) of buildings and forestry canopy. This information is valuable for site plan approval, urban design, secondary plans, zoning approvals and management of the Urban Forest. The funding required is \$65,000.

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Geomatics/Mapping	Vertical / Horizontal Control Monuments Remote Sensing Data Acquisition
-------------------	--

Part 2  
2024 Operating and Capital (by Department)

**Asset Management and Capital Planning - Transportation Planning – Capital Budget**

**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Infrastructure, Planning and Growth Management Transportation Planning																	
Towerhill Link Class EA	24-112	600.0		600.0		600.0	600.0										
Amend Sherbrooke Street Reconstruction Class EA	24-111	150.0		150.0		150.0	150.0										
Total		750.0		750.0		750.0	750.0										

**Towerhill Link Class EA**

The Transportation Master Plan as approved by Council in 2022, includes protection of a corridor connecting Fairbairn Street to Towerhill Road, via Hillview Drive. The protection of this corridor is a long-term project, however recent development pressures in the area necessitate the corridor be established and protected earlier than anticipated. The EA will include public consultation and is expected to take roughly two years to complete.

**Amend Sherbrooke Street Reconstruction Class EA**

In 2012 City Council Approved the Sherbrooke Street Reconstruction (Glenforest Blvd to West City Limit) Class EA. Since its approval, best practices with regard to provision of cycling facilities on arterial roads has changed. The new TMP and Cycling Master Plan have also recommended at change to the planned cycling infrastructure. An update to the previously approved Class EA is required. The update will include public consultation focused on the proposed changes to the class EA.

Part 2  
2024 Operating and Capital (by Department)

**Asset Management and Capital Planning - Transportation Planning – Other Capital Budget**

**Other Capital Budget Summary**

2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Infrastructure, Planning and Growth Management Transportation Planning																
Transportation Safety Program and Implementation Strategy	24-110	460.0		460.0		460.0				460.0						
Central Area Parking Strategy	24-113	400.0		400.0		400.0				400.0						
Cycling Master Plan Implementation Projects	22-034	975.0	305.0	160.0		160.0				160.0	165.0	165.0	170.0	170.0	175.0	
Transportation Planning Projects	19-011	538.2	296.0	49.5		49.5				49.5	60.3	60.3	61.2	61.2	71.3	
Total		2,373.2	601.0	1,069.5		1,069.5				1,069.5	225.3	225.3	231.2	231.2	246.3	

**Transportation and Safety Program and Implementation Strategy**

In 2022 Council approved the City's new TMP that included development of a Road Safety Plan incorporating a safe systems approach. The Road Safety Plan will identify key initiatives to enhance safety for all users.

The Road Safety Plan adopts a safe systems approach for the design of new infrastructure and includes five key areas of emphasis, including Safe School Zones, Safety for Vulnerable Users, Safe Neighbourhoods, Safe Corridors, and Safe Intersections. Various policy recommendations in the Road Safety Plan include reduced speed limits in the downtown, neighbourhoods and in school zones; targeted education programs for school areas, aggressive/distracted driving, and pedestrian awareness; implementation of traffic calming measures in neighbourhoods and improvements to key intersections and arterial roads to improve safety; and the use of automated speed enforcement and red light cameras to improve driver behaviour and compliance with existing rules of the road.

### **Central Area Parking Strategy**

The 2017 Strategic Downtown Parking Management Study identified the mid-term need that additional parking in the downtown core would be required. Recent development approvals have also highlighted the need to provide additional parking in the core area of the City to support increased growth and additional housing units. The Central Area Parking Strategy project will confirm the long-term parking requirements for the central area, recommend a location and develop preliminary designs for improved project cost estimates.

### **Cycling Master Plan Implementation Projects**

Report IPSTR22-001 - Cycling Master Plan and Report IPSTR21-003 Transportation Master Plan Phase 4 were both approved by Council in April 2022, providing a framework for implementing multi-year plans to improve transportation and cycling across the City. The approved Transportation Master Plan included a number of recommendations for projects or initiatives that may require additional studies prior to implementation, such as feasibility studies or Environmental Assessment Studies which will be funded from this project.

### **Transportation Planning Projects**

This project is used to fund various TDM initiatives to support the shift to walking, cycling, transit and working from home. Activities include bicycle racks and shelters, bike fixit stations, project evaluation, surveys, and minor infrastructure improvements. Additional funding requested in this budget year and reflected in future years will be used to fund additional cycling programming activities recommended in the Cycling Master Plan.

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Transportation Planning	Amend Sherbrooke Street Reconstruction Class EA Transportation Safety Program and Implementation Strategy Cycling Master Plan Implementation Projects Transportation Planning Projects
-------------------------	---

## Planning, Development and Urban Design – Operating Budget

This Division includes the administration and processing of all municipal planning activities, subdivision plans, site plans, zoning, and Official Plan amendments, as well as administering the work of the Committee of Adjustment. Staff research and monitor community planning and development opportunities. This division also administers the development of the City's industrial parks. Beginning in 2023, the Division includes Heritage Planning and the Heritage Preservation Office which were formerly included in the Community Services Department.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Planning, Development and Urban Design</b>					
<b>Expenditures</b>					
Planning, Development and Urban Design	3,466,464	3,427,817	4,244,719	22.5%	778,255
	<b>3,466,464</b>	<b>3,427,817</b>	<b>4,244,719</b>	<b>22.5%</b>	<b>778,255</b>
<b>Revenues</b>					
Planning, Development and Urban Design	1,399,509	1,388,209	1,852,532	32.4%	453,023
	<b>1,399,509</b>	<b>1,388,209</b>	<b>1,852,532</b>	<b>32.4%</b>	<b>453,023</b>
<b>Net Requirements</b>					
Planning, Development and Urban Design	2,066,955	2,039,608	2,392,187	15.7%	325,232
	<b>2,066,955</b>	<b>2,039,608</b>	<b>2,392,187</b>	<b>15.7%</b>	<b>325,232</b>

## Heritage

The Heritage Preservation Office (HPO) is responsible for the Heritage Property Tax Relief Program (HPTRP) heritage designation, archaeological investigations, supporting PACAC, Doors Open and preserving the City's built heritage. The HPO advises Council and liaises with staff on issues relating to built heritage, designations, and the Heritage Register.

Part 2  
2024 Operating and Capital (by Department)

---

The Peterborough Architectural Conservation Advisory Committee (PACAC) is a legislated committee of council which advises on matters relating to the conservation of the community's built heritage, including listing and designation of properties under the **Ontario Heritage Act**, alterations to heritage buildings, reviewing planning applications relating to heritage resources, participating in municipal planning exercises relating to heritage matters, and public education programming such as Doors Open Peterborough and the Heritage Hunt.

The increase in revenues in the 2024 budget is a result of an increase in planning application fee rates. The increase in expenditures in 2024 is due to approved wage and benefits increases and the new Ecologist and Natural Heritage Planner position.

This new position will review and comment on development applications and corporate projects as needed to ensure compliance with City Official Plan policies, Provincial policies, and applicable Provincial and Federal legislation with respect to natural heritage including, but not limited to, wetlands, fish and wildlife habitat, endangered species and species at risk, and woodlands. The position is necessary as recent legislative changes have removed the Otonabee Region Conservation Authority's power to provide land use planning advice to the City on natural heritage matters. Review and commenting on matters of natural heritage in land use planning is now a municipal responsibility.

## Planning, Development and Urban Design - Capital Budget

### City of Peterborough Tangible Capital Budget Summary 2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Infrastructure, Planning and Growth Management Planning																	
Parkland Development Assist	13613	2,470.8	1,220.8	600.0		600.0			600.0		650.0	650.0					
Total		2,470.8	1,220.8	600.0		600.0			600.0		650.0	650.0					

### Parkland Development Assistance

Parkland Development Assistance is a project to deliver three subdivision parks. In parallel to this project, the Community Services Department undertook the Municipal Parks and open Space Study (CSRS20-0030). This holistic approach to recreational parks will address future park development in new subdivisions as well. City staff in several divisions manage the neighbourhood consultation, develop the park needs/design, and manage construction of the parks.

Three park developments were to be funded under this program. Construction was completed in 2023 for Heritage Park Subdivision while Parklands (Mason Homes Broadway Boulevard Park) Subdivision is planned for 2024. Willowcreek Subdivision park will be designed in 2024 and construction is anticipated for 2025. Previous funding levels were insufficient as construction estimates were low and costs have increased significantly. The 2024 request is necessary to complete the 3 parks.



Part 2  
2024 Operating and Capital (by Department)

**Planning, Development and Urban Design – Other Capital Budget**  
**Other Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Infrastructure, Planning and Growth Management Planning																
Employment Land Development and Implementation Strategy	24-128	550.0		350.0		350.0				350.0	200.0	200.0				
Central Area CIP Implementation	13812	6,466.2	3,846.2	220.0		220.0				220.0	1,200.0	1,200.0	1,200.0	1,200.0		
Secondary Plans	19-102	1,000.0	400.0	200.0		200.0				200.0	200.0	200.0	200.0	200.0		
Central Area Master Plan Implementation Phase	10791	2,035.0	1,385.0	75.0		75.0				75.0	250.0	250.0	325.0	325.0		
Downtown Built Environment Outdoor Patio Program	24-129	770.0		70.0		70.0				70.0	70.0	70.0	70.0	70.0	560.0	560.0
Total		10,821.1	5,631.1	915.0		915.0				915.0	1,920.0	1,920.0	1,795.0	1,795.0	560.0	560.0

**Employment Land Development and Implementation Strategy**

A project to engage consultants to investigate the need for employment lands in the City of Peterborough by investigating current land supply, employment trends, land demands, applicable planning policies, functional servicing constraints and opportunities, and a return-on-investment analysis to make strategic recommendations for developing employment lands. Additionally, the project will build on this initial investigation to develop an employment lands implementation strategy including a detailed approvals, financing, and construction strategy. Project will start in 2024 and be complete in 2025.

### **Central Area Community Improvement Plan (CIP) Implementation**

The purpose of the CIP is to ensure the long term economic, social, and cultural vitality of the Central Area providing financial incentives to assist in the enhancement and revitalization of the downtown area. The Façade Improvement, Municipal Incentive and Residential Conversion and Intensification Grant Programs are the three CIP Programs that require capital funding. Costs to convert non-residential space to residential are greater than first anticipated given current Building Code and accessibility standards. These costs significantly affect larger conversion projects that could dramatically increase the residential unit supply in the Central Area. This Program could significantly impact the uptake in additional units in the Central Area which will assist the City in meeting its intensification targets for the Central Area established by the Province.

\$220,000 is being requested for 2024 to top up the funding potential for Facade Improvement and Municipal Incentive grants. Sufficient approved project funding remains for potential Residential Conversion & Intensification grant applications.

### **Secondary Plans**

As part of the Official Plan Update, a design charrette was conducted in June 2018 to generate design ideas and concepts for the Central Area and identified nodes and corridors throughout the city. The goal was to consider these areas as prime areas for intensification and create a vision for their potential redevelopment.

The new Official Plan identifies these nodes and corridors as Strategic Growth Areas and calls for Secondary Plans to be created for these important growth areas which will provide a framework for how these areas will redevelop. Urban design guidelines adopted in 2023 for the Central Area and the mixed-use corridors will be a critical element in the planning of these areas.

Completion of secondary plans for all of these areas is expected to be a 5-year project with the focus of the 2024 project being the Central Area with a previously approved budget of \$200,000. Additional requests of \$200,000 annually will be made over the next four years to complete secondary plans for the remaining intensification areas including the Lansdowne Street, Clonsilla Avenue and Chemong Road corridors and several key intersections.

### **Central Area Master Plan (CAMP) Implementation Phase**

The CAMP includes a strategy that identifies the need for adequate financial resources for programs to ensure the downtown maintains a public image of quality and cleanliness. Renewal of aging streetscape accessories and other general maintenance upgrades are required on periodic basis to ensure this image is upheld. The 2024 request is \$75,000 and will include an update to the CAMP which was last reviewed in 2009.

The capital forecast in 2025 and 2026 represents an ongoing funding requirement for the completion of studies to support growth and intensification opportunities in the Central Area. These studies include site and building design guidelines, intensification studies, secondary planning studies for key strategic growth areas within the Central Area, municipal infrastructure studies and parkland/waterfront enhancement projects.

### **Downtown Built Environment Outdoor Patio Program**

As described in Report IPSPL23-004, an annual request of \$70,000 to support the annual downtown patio program as approved by Council on February 27, 2023. Funding will support program related expenses including signage, advertising, fencing, planter placement and maintenance including soil, plant material and watering, equipment and signage installation and removal.

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Planning	Secondary Plans Parkland Development Assist Central Area Master Plan Implementation Phase
----------	---

Part 2  
2024 Operating and Capital (by Department)

---

**Planning, Development and Urban Design - Growth Areas – Capital Budget**

**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Infrastructure, Planning and Growth Management Growth Areas																	
Jackson (Loggerhead Marsh) – Centralized Stormwater Facilities	15793	2,144.0	1,500.0								644.0	324.0					
Lily Lake - Centralized Stormwater Mgm't Facilities	16-052	4,243.2	2,200.0								645.0	645.0	1,398.2	1,398.2			
Total		6,387.2	3,700.0								1,289.0	969.0	1,398.2	1,398.2			

Part 2  
2024 Operating and Capital (by Department)

---

**Planning, Development and Urban Design - Growth Areas – Other Capital Budget**

**Other Capital Budget Summary**

2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Infrastructure, Planning and Growth Management Growth Areas																	
Carnegie West Growth Area – Planning Studies	12844	100.0	75.0								25.0	25.0					
Total		100.0	75.0								25.0	25.0					

Part 2  
2024 Operating and Capital (by Department)

---

**Planning, Development and Urban Design - Industrial Parks – Capital Budget**

**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Infrastructure, Planning and Growth Management Industrial Parks																	
Cleantech Commons Phase 3 Servicing	22-051	7,700.0													7,700.0	7,700.0	
Total		7,700.0													7,700.0	7,700.0	

Part 2  
2024 Operating and Capital (by Department)

**Planning, Development and Urban Design – Industrial Parks – Other Capital Budget**

**Other Capital Budget Summary**

2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Infrastructure, Planning and Growth Management Industrial Parks																	
Cleantech Commons	16-102	1,486.5	1,072.4	136.0		136.0	136.0				138.0	138.0	140.1	140.1			
Total		1,486.5	1,072.4	136.0		136.0	136.0				138.0	138.0	140.1	140.1			

**Cleantech Commons**

This project is in partnership with Trent University for the development along the north side of Pioneer Road to establish a science-based research business park. The City has made significant investments in serviced employment land at Cleantech Commons.

This allocation represents the City's contribution to the Executive Director position for Cleantech Commons. The focus of this position is business strategy and tenant recruitment to make the business park successful. A university-based research park is more than a collection of businesses, it requires concentrated effort to establish a culture of innovation and creativity between tenants, the University, and the broader community. The Executive Director position fulfills the interests of the University as well as Cleantech Commons and therefore, 50% of the salary is paid by the City.

Funding is also provided for other contractual services related to the design, construction, marketing, and startup operations of Cleantech Commons, including supplemental project management, ongoing community engagement and establishment of policies and lease arrangements.

Part 2  
2024 Operating and Capital (by Department)

**Heritage – Capital Budget**

**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Infrastructure, Planning and Growth Management Heritage																	
Wall of Honour Names Addition	22-023	75.0		75.0		75.0				75.0							
Repairs to Citizens War Memorial	23-023	260.0	60.0								200.0	200.0					
Total		335.0	60.0	75.0		75.0				75.0	200.0	200.0					

**Wall of Honour Names Addition**

The Wall of Honour was dedicated in 2010 and includes over 10,300 names on the 12 black granite panels encircling the War Memorial. Despite diligent efforts by the research team to collect all the names of eligible service men and women from the City and County, families have been contacting the City with the names of relatives who met the criteria for inclusion but were missed. In 2018 the Citizens' War Memorial Committee publicized a request for people to provide names with an understanding that there would be a one-time undertaking to add a final group of names to the memorial.

The number of names which have been vetted and should be included now exceeds the space left on the final panel where more names could be added. Staff is recommending that a design for the installation of an additional panel or panels be commissioned, and the new names be inscribed on them. The 2024 budget for this project of \$75,000 will complete the project.



Part 2  
2024 Operating and Capital (by Department)

---

**Heritage – Other Capital Budget**

**Other Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Infrastructure, Planning and Growth Management Heritage																	
Downtown Heritage Conservation District Plan	18-033	251.8	101.8								150.0	150.0					
Heritage Neighbourhood Study	16-130	170.0									120.0	120.0	50.0	50.0			
Total		421.8	101.8								270.0	270.0	50.0	50.0			

Part 2  
2024 Operating and Capital (by Department)

**Building Services – Operating Budget**

This Division is responsible for ensuring compliance with the Ontario Building Code and various City by-laws. Services include the administration, enforcement, education, and dispersal of information to the public regarding the Building Code Act, Zoning, Minimum Property Standards, Development Charges, Parks Levy, Signs and Fences. The Building Services division is fully funded by the revenue generated by the division from permit fees. Any fees earned in excess of operating costs are retained in the Building Services reserve for use in a future year.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Building Services</b>					
<b>Expenditures</b>					
Building Services	2,412,036	2,417,247	2,787,325	15.6%	375,289
	<b>2,412,036</b>	<b>2,417,247</b>	<b>2,787,325</b>	<b>15.6%</b>	<b>375,289</b>
<b>Revenues</b>					
Building Services	2,412,036	2,417,247	2,787,325	15.6%	375,289
	<b>2,412,036</b>	<b>2,417,247</b>	<b>2,787,325</b>	<b>15.6%</b>	<b>375,289</b>
<b>Net Requirements</b>					
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>

Part 2  
2024 Operating and Capital (by Department)

---

The 2024 budget includes a more moderate inflationary adjustment to the permit fee schedule as compared to 2023, owing to a much slower rise in the CCPI, to ensure that revenues keep pace with inflationary costs.

2024 will see the continued implementation of new Building Code standards and resulting new Building Code Training for those standards. In addition, existing and provincially qualified Building Officials will be required to complete a knowledge maintenance program to continue enforcing the Building Code Act (BCA) and the OBC. Completion of a significant number of online training events will be required in 2024 to address this ongoing requirement for qualification retention and training for new staff.

Increased expenditures in 2024 are due to approved wage and benefit costs, a second one-year contract for a Permit Coordinator position and a new FTE for a Residential Mechanical Inspector position. The Permit Coordinator position was hired on a one-year contract in 2023 to work on implementation of the Plan Build Peterborough Development Support Program. Staff are recommending extending this contract for one more year to continue the implementation. The position will be reviewed in 2024 to determine whether a permanent position is required.

The Residential Mechanical Inspector position is required to keep pace with the growing Residential Permit inspection requirements and allow the current Residential Inspector to assist the Senior Plumbing Inspector in growing commercial workloads. A similar staff position was added on the standard building inspection side in 2022. Record construction activity in 2021 and 2022 is anticipated to continue in future years warrants this position.

## **Municipal Operations Departmental Summary – Operating Budget**

---

The Municipal Operations Department is responsible for maintaining and operating the infrastructure required to deliver critical services to residents day in, day out. The Department includes the following Divisions: Environmental Services, Public Works Operations, Transit, and the Peterborough Airport. The Department delivers many services 24 hours a day, seven days a week, 365 days a year to ensure our roads meet minimum maintenance standards, roads are clear during winter, buses are moving people around the City, the airport is operating, waste is responsibly managed, and our waterways are protected from wastewater.

Part 2  
2024 Operating and Capital (by Department)

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Municipal Operations</b>					
<b>Expenditures</b>					
Office of the Commissioner Municipal Operations	57,229	57,228	283,660	395.7%	226,431
Public Works	11,478,203	11,771,263	11,756,458	2.4%	278,255
Transit	18,247,476	18,147,692	20,968,272	14.9%	2,720,795
Environmental Services	34,092,828	34,019,453	33,650,701	-1.3%	-442,127
Airport	3,381,852	3,474,535	3,558,253	5.2%	176,400
	67,257,588	67,470,171	70,217,343	4.4%	2,959,755
<b>Revenues</b>					
Public Works	2,131,433	2,152,268	2,058,720	-3.4%	-72,713
Transit	7,400,179	7,400,179	7,447,802	0.6%	47,623
Environmental Services	26,477,430	26,203,767	25,584,680	-3.4%	-892,750
Airport	1,108,589	1,170,650	1,242,150	12.0%	133,561
	37,117,631	36,926,864	36,333,352	-2.1%	-784,279
Office of the Commissioner Municipal Operations	57,229	57,228	283,660	395.7%	226,431
Public Works	9,346,771	9,618,995	9,697,739	3.8%	350,968
Transit	10,847,297	10,747,513	13,520,470	24.6%	2,673,172
Environmental Services	7,615,397	7,815,686	8,066,020	5.9%	450,623
Airport	2,273,263	2,303,885	2,316,103	1.9%	42,839
<b>Net Requirements</b>	30,139,957	30,543,307	33,883,991	12.4%	3,744,034

Part 2  
2024 Operating and Capital (by Department)

## Municipal Operations – Capital Budget

### Tangible Capital Budget Summary 2024-2033 & Subsequent Years

Project Description	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
			Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Municipal Operations Summary															
Public Works	35,355.3	11,135.6	8,304.6		8,304.6		4.0	3,100.6	5,200.0	2,277.5	2,277.5	3,349.2	3,349.2	10,288.5	10,288.5
Transit	120,427.9	16,383.9	5,184.0	1,703.3	3,480.8		53.3	2,670.7	756.7	38,650.0	23,250.7	50,000.0	35,334.0	10,210.0	2,723.0
Environmental Services	78,948.8	30,750.8	15,096.7	10,000.0	5,096.7	120.0			4,976.7	16,378.6	4,378.6	11,430.6	4,430.6	5,292.2	2,292.2
Waste Management	56,883.7	44,783.7	4,650.0	1,305.0	3,345.0	805.0		2,540.0		2,000.0		2,000.0		3,450.0	725.0
Airport	36,209.6	6,149.6	675.0		675.0	175.0		500.0		4,290.0	4,290.0	14,635.0	14,635.0	10,460.0	10,460.0
Total	327,825.4	109,203.5	33,910.3	13,008.3	20,902.1	1,100.0	57.3	8,811.3	10,933.4	63,596.1	34,196.8	81,414.8	57,748.8	39,700.7	26,488.7

Part 2  
2024 Operating and Capital (by Department)

---

## Municipal Operations – Other Capital Budget

**Other Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
			Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Municipal Operations Summary															
Public Works	11,249.9	4,549.9	650.0		650.0	284.1			365.9	800.0	800.0	750.0	750.0	4,500.0	4,500.0
Environmental Services	29,176.0	7,465.0	1,335.0		1,335.0				1,335.0	5,147.0	3,147.0	4,684.0	2,684.0	10,545.0	8,145.0
Airport	1,483.2	795.2	430.0		430.0				430.0	100.0	100.0	50.0	50.0	108.0	108.0
Total	41,909.1	12,810.1	2,415.0		2,415.0	284.1			2,130.9	6,047.0	4,047.0	5,484.0	3,484.0	15,153.0	12,753.0

Part 2  
2024 Operating and Capital (by Department)

---

**Office of the Commissioner Municipal Operations – Operating Budget**

The Office of the Municipal Operations Commissioner leads and oversees the Department in the operations, maintenance and delivery of essential services that our citizens rely on every day to ensure our roads meet minimum maintenance standards, roads are clear during winter, buses are moving people around the City, the airport is operating, waste is responsibly managed, and our waterways are protected from wastewater.

<b>City of Peterborough</b> <b>2024 Operating Budget</b>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Office of the Commissioner Municipal Operations</b>					
<b>Expenditures</b>					
Office of the Commissioner Municipal Operations	57,229	57,228	283,660	395.7%	226,431
	57,229	57,228	283,660	395.7%	226,431
<b>Net Requirements</b>					
Office of the Commissioner Municipal Operations	57,229	57,228	283,660	395.7%	226,431
	57,229	57,228	283,660	395.7%	226,431



Part 2  
2024 Operating and Capital (by Department)

**Public Works - Operating Budget**

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Public Works</b>					
<b>Expenditures</b>					
Yard	631,795	633,175	632,976	0.2%	1,181
Winter Control	4,565,773	4,691,169	4,797,370	5.1%	231,597
Surface Services	2,625,435	2,697,186	2,767,285	5.4%	141,850
Underground Services	473,452	475,093	492,968	4.1%	19,516
Parks and Forestry	1,880,422	1,980,685	2,029,833	7.9%	149,411
Urban Forest	1,293,955	1,293,955	1,036,026	-19.9%	-257,929
	<b>11,470,833</b>	<b>11,771,263</b>	<b>11,756,458</b>	<b>2.5%</b>	<b>285,625</b>
<b>Revenues</b>					
Yard	631,795	633,175	632,976	0.2%	1,181
Underground Services	473,452	475,093	492,968	4.1%	19,516
Parks and Forestry	26,000	26,000	25,850	-0.6%	-150
Urban Forest	1,000,000	1,018,000	906,926	-9.3%	-93,074
	<b>2,131,247</b>	<b>2,152,268</b>	<b>2,058,720</b>	<b>-3.4%</b>	<b>-72,527</b>
<b>Net Requirements</b>					
Winter Control	4,565,773	4,691,169	4,797,370	5.1%	231,597
Surface Services	2,625,435	2,697,186	2,767,285	5.4%	141,850
Parks and Forestry	1,854,422	1,954,685	2,003,983	8.1%	149,561
Urban Forest	293,955	275,955	129,100	-56.1%	-164,855
	<b>9,339,586</b>	<b>9,618,995</b>	<b>9,697,739</b>	<b>3.8%</b>	<b>358,153</b>

## Part 2

### 2024 Operating and Capital (by Department)

---

The Public Works Division is responsible for delivering a wide range of services including winter control, pavement maintenance and cleaning, and forestry maintenance. Staff provide fleet repair and maintenance services seven days a week on a 24-hour basis for all client groups. Emergency repairs are made on demand to ensure the performance of fleet units for essential services.

Solid waste collection, while it is performed by Public Works staff, is shown in the budget under the Environmental Services Division to better reflect its funding from the Waste Management Reserve Fund.

Administrative costs are funded through other activities based on an overhead percentage charged on direct Public Works labour incurred. These activities include Public Works activities, other City divisions' activities, as well as work performed for outside customers.

Equipment costs are charged directly to activities as utilized by applying an hourly rate. These are, in effect, internal rental rates, which offset the repair, maintenance and replacement costs of the equipment.

Traditionally, surplus funds for the Winter Control activity have been transferred to a Winter Control Reserve to be used in a year when the City experiences severe weather events. The balance of the reserve is \$478,000 and represents approximately 10.5% of the 2024 budgeted winter control expense of \$4.8 million.

The Net Requirement for the Division is budgeted to increase 3.8% and is the result of approved salary and benefits costs, market increases in material costs, internal equipment costs at Public Works and 8.53 FTEs for new positions. With approval of Report IPSPW23-007 two positions were approved, a PW Coordinator and PW Supervisor. In order to meet expanded servicing and the new Source Separated Organics program requirements 5 FTEs for PW Sanitation – Operators SSO positions are needed. This level of staffing requirement is based on the RouteSmart modelling. To support the in-house snow removal identified in Report MOPW23-001 1.53 FTEs for PW Operator 6 positions are required.

### **Recommendation**

**That any unused portion of the 2024 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 2024 Winter Control costs exceed the 2024 Budget, funds may be drawn from the Winter Control Reserve.**

Part 2  
2024 Operating and Capital (by Department)

**Public Works - Capital Budget**

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Municipal Operations Public Works																
Fleet Replacement and Equipment	20-038	25,507.7	7,710.6	5,200.0		5,200.0				5,200.0	489.5	489.5	1,819.2	1,819.2	10,288.5	10,288.5
2024 PW Sidewalk Reconstruction	23-014	5,947.1	1,400.0	1,531.1		1,531.1			1,531.1		1,486.0	1,486.0	1,530.0	1,530.0		
Snow Plowing Equipment	24-142	1,625.5		1,323.5		1,323.5			1,323.5		302.0	302.0				
Municipal Snow Storage Facility ECA and Compliance	20-047	2,275.0	2,025.0	250.0		250.0		4.0	246.0							
Total		35,355.3	11,135.6	8,304.6		8,304.6		4.0	3,100.6	5,200.0	2,277.5	2,277.5	3,349.2	3,349.2	10,288.5	10,288.5

**Snow Plowing Equipment**

With Report MOPW23-001, staff are recommending that snow plowing services for City facilities be performed by City staff. This project includes the cost of the additional equipment that will be required to perform those services and implement the proposed seasonal service enhancements.

**Fleet Replacement and Equipment**

Asset management of vehicles and equipment is based on life-cycle costs. Although vehicles and equipment are scheduled for replacement based on anticipated usage and conditions, final decisions are made only after a complete mechanical and financial analysis is undertaken.

Part 2  
2024 Operating and Capital (by Department)

---

The following vehicles and equipment are scheduled for replacement in 2024 at a total estimated cost of \$5.2 million: 6 Light Duty Units, 10 Heavy Duty and 11 Specialized Units. Funding is provided from the Fleet Reserve based on contributions from Operations. Alternative fuel vehicles will be researched and utilized where work tasks and equipment usage support their use.

**2024 PW Sidewalk Reconstruction**

The municipal sidewalk inventory totals 400 kilometers. Life cycle costing provides a base line performance measure to verify if replacement schedules and funding are sufficient to meet the established life cycle. The 2024 budget provides funds to replace approximately 3,800 linear meters of sidewalk or approximately 1% of the existing inventory. Future capital budgets have been increased by 3% annually, to account for construction cost increases, in order to meet expected future costs to maintain current level of service.

**Municipal Snow Storage Facility ECA and Compliance**

In 2017, the Ministry of Environment and Climate Change identified that an Environmental Compliance Approval (ECA) would be required to operate the municipal snow storage facility located at the Wastewater Treatment Plant on Kennedy Rd. Preliminary works have been undertaken and a submission made to the Ministry of Environment, Conservation and Parks for their review and comment through their Technical Division. It is anticipated that this will be a multi-year project that will result in an ECA for the snow storage facility operations and maintenance.

Modifications to the current snow storage facility will be accommodated which will include a recommended storm water pond. In conjunction with this project, there will be a managed forest plan for the Kennedy Rd woodlot located adjacent to the snow dump location. The intention is to improve and prolong the life of the woodlot area.

2021 and 2022 saw the continuation of the ECA process and consultation process to support the design in 2023 and approval applications for anticipated construction in 2024. This included additional monitoring, data collection and studies to respond to requests made through initial consultations.

Part 2  
2024 Operating and Capital (by Department)

**Public Works – Other Capital Budget**

**Other Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Municipal Operations Public Works																
Emerald Ash Borer (EAB) Management Plan	13515	4,624.9	3,924.9	650.0		650.0	284.1			365.9	50.0	50.0				
Tree Removal By-law Planting Program	22-018	6,625.0	625.0								750.0	750.0	750.0	750.0	4,500.0	4,500.0
Total		11,249.9	4,549.9	650.0		650.0	284.1			365.9	800.0	800.0	750.0	750.0	4,500.0	4,500.0

**Emerald Ash Borer (EAB) Management Plan**

The EAB Management Plan continues to evolve as the Emerald Ash Borer has established across the City. The April 30, 2018 update of the plan provided for an extension of the plan to 2025; however, the infestation has remained persistent and is not showing signs of declining. The EAB is now confirmed to be widespread throughout the city. Removal of dead or dying Ash trees will now be required in larger numbers in future years to mitigate potential risks. A revised approach to reduce the number of trees being treated and pivoting the focus to removals is being proposed for 2024. The proposed approach will expand the risk management program to removal of ash in parks and open spaces, which was not included as part of the original Program. Further details are provided in Report MOPW23-002.

Part 2  
2024 Operating and Capital (by Department)

---

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Public Works	Fleet Replacment and Equipment 2024 PW Sidewalk Reconstruction Municipal Snow Storage Facility ECA and Compliance Improvements Emerald Ash Borer (EAB) Mangement Plan
--------------	--

Part 2  
2024 Operating and Capital (by Department)

**Transit – Operating Budget**

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Transit</b>					
<b>Expenditures</b>					
Transit Operations	18,235,500	18,147,692	20,968,272	15.0%	2,732,771
	<b>18,235,500</b>	<b>18,147,692</b>	<b>20,968,272</b>	<b>15.0%</b>	<b>2,732,771</b>
<b>Revenues</b>					
Transit Operations	7,400,179	7,400,179	7,447,802	0.6%	47,623
	<b>7,400,179</b>	<b>7,400,179</b>	<b>7,447,802</b>	<b>0.6%</b>	<b>47,623</b>
<b>Net Requirements</b>					
Transit Operations	10,835,321	10,747,513	13,520,470	24.8%	2,685,148
	<b>10,835,321</b>	<b>10,747,513</b>	<b>13,520,470</b>	<b>24.8%</b>	<b>2,685,148</b>

### **Transit Operations**

Transit operates the conventional public transit system, which is designed to provide service within 450 m of 90% of the residents of the City and specialized transit services to ensure equity and access to residents with mobility requirements.

Ridership levels are showing steady increases in 2023, post-secondary ridership has recovered to almost 85% of pre-COVID-19 levels, however other transit customers are still showing a more gradual return. Revenue is expected to approach 2019 levels by the end of 2024. Higher fuel, insurance cost and inflation are contributing to increased net operating costs for 2024.

Implementation of the Transit ITS Program is still underway, onboard cameras should be active by early 2024. Work will continue in 2024 to advance the new Transit Garage project and complete the necessary EA study and design work with the support from the ICIP program.

The On-Demand pilot which service began in 2022, was discontinued the end of October 2023. The alternative fuel study for transit vehicles will provide recommendations in 2024. However, due to limitations of the current garage facility, vehicle procurement and new fuel dispensing infrastructure will likely be deferred until construction of the new garage facility. ICIP funding will enable the accessible bus stops and bus shelter projects to continue in 2024, in addition, ICIP funding has been secured for conventional bus refurbishments and for conventional bus replacements (up to 3 in 2024/25).

The Peterborough Transit Liaison Committee had its first meeting in May of 2023 and met bi-weekly through June and into July. As a summary of those meetings, staff presented a report (IPSTR23-004) to Council in September 2023 with the modifications to transit service and 2023 operating budget considerations with short- and long-term recommendations. Key improvements include hiring 4 full time drivers (the committee suggested 8) to increase frequency on routes to half hour service on weekdays between 8:30 am and 5:00 pm, adding 2 on-street supervisors, the return of paper maps and improved communication methods of transit information. Council voted to accept all the recommendations of the report. The 2024 budget includes the increased costs for the additional staffing and other recommendations of the report.



### **Provincial Gas Tax**

In October 2004, the Province of Ontario announced the Gas Tax Rebate Program, which provides 2 cents/litre of gas tax to assist in funding improvements to service delivery that supports transit ridership growth. The program generates funds for public transportation, which is subject to change annually based on annual sales of gasoline.

The total allocation is based on 70% transit ridership and 30% municipal population. Public transportation ridership will include the totals of both conventional and specialized public transportation services. The funds are placed in a Provincial Gas Tax Reserve Fund when received and then transferred from the reserve fund to finance authorized expenditures.

The authorized expenditures include:

- Public transportation capital expenditures that promote increased transit ridership and are above a municipality's baseline spending.
- Public transportation operating expenditures that are above a municipality's baseline spending.
- Capital expenditures that provide improvements to transit security and passenger safety and are above a municipality's baseline spending.
- Major bus refurbishment on any fully accessible, or to be made fully accessible, public transportation vehicle.

Provincial gas tax funds cannot be used to offset expenditures in other municipal departments.

For 2024, an amount of \$1.815 million will be drawn from the Provincial Gas Tax Reserve Fund to offset expected costs in Conventional and Specialized Transit operations.

Part 2  
2024 Operating and Capital (by Department)

**Transit - Capital Budget**

**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Municipal Operations Transit																
Transit Garage Replacement	17-148	62,750.0	10,040.0	2,500.0	529.0	1,971.0			1,964.2	6.8	20,000.0	5,334.0	20,000.0	5,334.0	10,210.0	2,723.0
Conventional Bus Refurbishment	24-124	2,000.0		1,000.0	733.3	266.7				266.7	1,000.0	266.7				
Transit Stops and Shelters ICIP	24-127	1,180.0	500.0	680.0	146.7	533.3		53.3		480.0						
Phase 2 - Transit ITS Program	18-104	600.0		600.0		600.0			600.0							
Accessible Transit Stops	18-106	1,600.0	1,199.2	400.8	294.3	106.5			106.5							
Conventional Bus Replacement ICIP2	24-136	4,147.9	4,144.6	3.3		3.3				3.3						
Downtown Transportation Hub and Route Review	16-114	48,150.0	500.0								17,650.0	17,650.0	30,000.0	30,000.0		
Total		120,427.9	16,383.9	5,184.0	1,703.3	3,480.8		53.3	2,670.7	756.7	38,650.0	23,250.7	50,000.0	35,334.0	10,210.0	2,723.0

### **Transit Garage Replacement**

In Report IPSTR22-014, Council approved the preferred site for the new Transit Garage at 901 Monaghan Road/575 Romaine Street. The current Transit Garage at the Townsend Street Yard only has capacity to store 42 buses, plus an area for the Specialized buses (vans) and an additional 13 enclosed bays. With a current conventional fleet of 61 buses, 9 Community Buses, and 11 Specialized (Handi-Van) buses, 12 conventional bus fleet require outside overnight parking. With outdoor storage, vehicles cannot be properly washed and cleaned at the end of the day as the advanced accessibility features (kneeling buses, accessible ramps) may freeze up during the winter. Outdoor storage during the winter results in the need for buses to warm up on cold mornings, increasing idling and emissions. The inability to properly service and maintain buses reduces the life expectancy of the asset and increases longer term maintenance costs.

The Investing in Canada Infrastructure Program - Transit Stream, will provide up to \$57 Million in Transit Infrastructure funding to the City over the 2020-2027 period. Federal contributions of 40% of eligible project costs and Provincial contributions of 33% must be matched by Municipal contributions of 27% to be eligible for receipt of funding approval. The design and replacement of the Transit Garage was included as part of the City's 2nd funding intake. Funds requested for 2024 will be used for property due diligence and acquisition and site plan work for a new garage site and to advance design of a new facility.

### **Conventional Bus Refurbishment**

Investing in Canada Infrastructure Program (ICIP) for Transit funding in the amount \$1,466,600 (Provincial \$666,600; Federal \$800,000) was approved on July 5, 2023 for this project. The City has a fleet of 61 conventional buses ranging in age from 2 to 19 years old. As vehicles age, components wear out and need to be replaced or rebuilt. This project will include the refurbishment of up to 12 conventional 40 ft diesel transit buses to extend their life, improve safety systems, and enhance customer amenities. All refurbished buses will be fully accessible and adhere to Accessibility for Ontarians with Disabilities Act (AODA) requirements.

### **Transit Stops and Shelters ICIP**

Investing in Canada Infrastructure Program (ICIP) for Transit funding in the amount of \$513,300 (Provincial \$233,300; Federal \$280,000) was approved on August 21, 2023 to provide new transit shelters at some stops where appropriate, upgrade or provide connections to transit stops where required and upgrade other amenities at stops such as lighting, waste containers, signage, route information where appropriate.

## **Phase 2 Transit ITS Program**

Report ISPTR18-014, dated May 28, 2018, awarded a new Intelligent Transit System (ITS) for Transit which included new camera installations and ITS Equipment on all transit vehicles. Phase 1 of the ITS program installed cameras on buses, automatic passenger counters, and advanced vehicle location equipment along with software to provide real time bus arrival times and enhanced travel information for customers.

Phase 2 of the Transit ITS program will build upon the technology platform developed in Phase 1 and will include enhanced equipment to allow for buses to benefit from Transit Priority at intersections and may also include the provision of Wi-Fi on board the buses to facilitate cashless fare payment through the HotSpot app and USB chargers for passengers. Opportunities to add exterior collision warning sensors to warn drivers of hazards that may not be visible or hidden in blind spots will also be considered.

## **Accessible Transit Stops**

Investing in Canada Infrastructure Program (ICIP) for Transit funding in the amount of \$1,173,000 (Provincial \$533,300; Federal \$640,000) was approved on August 21, 2023 to reconstruct between 90 - 150 transit stops with fully accessible concrete pads at front and/or rear doors of bus, upgrade or provide sidewalk connections to transit stops where required and upgrade other amenities at stops such as lighting, waste containers, signage, route information where appropriate.

## **Conventional Bus Replacement ICIP2**

Investing in Canada Infrastructure Program (ICIP) for Transit funding in the amount of \$2,917,200 (Provincial \$1,382,500; Federal \$1,534,700) approved on August 2, 2023. This project will include the purchase of 3-6 40 ft diesel conventional transit buses to replace older vehicles in the fleet. Alternative fuel vehicles may also be considered. All new buses will be fully accessible and adhere to Accessibility for Ontarians with Disabilities Act (AODA) requirements. The 2024 budget represents the additional funds required to complete the vehicle purchases with the prior approved budgets.

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Transit	Transit Garage Replacement Phase 2 - Transit ITS Program Accessible Transit Stops
---------	---

Part 2  
2024 Operating and Capital (by Department)

**Environmental Services – Operating Budget**

The Environmental Protection section of this department operates and maintains a Class 4 Wastewater Treatment Plant (WWTP), 13 sewage pumping stations, storm and sanitary sewer collection systems, an accredited laboratory, Centennial Fountain in Little Lake, as well as providing Water and Wastewater services to the Town of Millbrook. Waste Management includes the collection, processing and disposal programs/services for garbage, recyclables, green waste, large articles, hazardous waste, and electronic waste within the Municipal Operations Division. The department also manages the Peterborough County/City Waste Management Facility the Material Recycling Facility, the Household Hazardous Waste Depot, and the Composting programs

<b>City of Peterborough</b> <b>2024 Operating Budget</b>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Environmental Services</b>					
<b>Expenditures</b>					
Waste Management	15,600,753	15,237,690	14,555,134	-6.7%	-1,045,619
Environmental Protection	18,492,075	18,781,763	19,095,566	3.3%	603,492
	<b>34,092,828</b>	<b>34,019,453</b>	<b>33,650,701</b>	<b>-1.3%</b>	<b>-442,127</b>
<b>Revenues</b>					
Waste Management	8,076,175	7,512,500	6,586,849	-18.4%	-1,489,326
Environmental Protection	18,401,255	18,691,267	18,997,831	3.2%	596,576
	<b>26,477,430</b>	<b>26,203,767</b>	<b>25,584,680</b>	<b>-3.4%</b>	<b>-892,750</b>
<b>Net Requirements</b>					
Waste Management	7,524,578	7,725,190	7,968,285	5.9%	443,707
Environmental Protection	90,819	90,496	97,735	7.6%	6,916
	<b>7,615,397</b>	<b>7,815,686</b>	<b>8,066,020</b>	<b>5.9%</b>	<b>450,623</b>

Part 2  
2024 Operating and Capital (by Department)

**Environmental Services - Waste Management – Operating Budget**

<b>City of Peterborough</b> <b>2024 Operating Budget</b>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Waste Management</b>					
<b>Expenditures</b>					
Compost Site Operation	1,082,837	1,055,292	1,849,203	70.8%	766,367
Hazardous Waste Collection	410,559	410,558	640,496	56.0%	229,937
Waste Disposal and Reduction Administration	1,419,946	1,419,383	1,556,185	9.6%	136,239
Recycling Collection	2,559,919	2,567,700	910,199	-64.4%	-1,649,720
Large Article Pick-up	25,582	27,378	28,235	10.4%	2,652
Landfill Operation	5,210,737	5,066,610	5,665,906	8.7%	455,168
Solid Waste Collection	1,857,281	1,853,908	2,091,714	12.6%	234,433
Recycling Processing	2,244,249	2,046,240	932,176	-58.5%	-1,312,073
Green Waste Collection	662,349	661,246	744,909	12.5%	82,560
Electronics Recycling	127,294	129,375	136,113	6.9%	8,819
	<b>15,600,753</b>	<b>15,237,690</b>	<b>14,555,134</b>	<b>-6.7%</b>	<b>-1,045,619</b>
<b>Revenues</b>					
Compost Site Operation	125,000	127,000	216,000	72.8%	91,000
Hazardous Waste Collection	142,700	142,000	188,000	31.7%	45,300
Waste Disposal and Reduction Administration	61,722	20,000	59,381	-3.8%	-2,341
Recycling Collection	16,000	24,000	0	-100.0%	-16,000
Large Article Pick-up	16,000	16,000	16,000	0.0%	0
Landfill Operation	5,284,753	4,958,500	5,957,468	12.7%	672,715
Recycling Processing	2,369,000	2,169,000	96,000	-95.9%	-2,273,000
Electronics Recycling	61,000	56,000	54,000	-11.5%	-7,000
	<b>8,076,175</b>	<b>7,512,500</b>	<b>6,586,849</b>	<b>-18.4%</b>	<b>-1,489,326</b>

Part 2  
2024 Operating and Capital (by Department)

<b>City of Peterborough</b> <b>2024 Operating Budget</b>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Net Requirements</b>					
Compost Site Operation	957,837	928,292	1,633,203	70.5%	675,367
Hazardous Waste Collection	267,859	268,558	452,496	68.9%	184,637
Waste Disposal and Reduction Administration	1,358,224	1,399,383	1,496,804	10.2%	138,580
Recycling Collection	2,543,919	2,543,700	910,199	-64.2%	-1,633,720
Large Article Pick-up	9,582	11,378	12,235	27.7%	2,652
Landfill Operation	-74,016	108,110	-291,562	293.9%	-217,547
Solid Waste Collection	1,857,281	1,853,908	2,091,714	12.6%	234,433
Recycling Processing	-124,751	-122,760	836,176	-770.3%	960,927
Green Waste Collection	662,349	661,246	744,909	12.5%	82,560
Electronics Recycling	66,294	73,375	82,113	23.9%	15,819
	<b>7,524,578</b>	<b>7,725,190</b>	<b>7,968,285</b>	<b>5.9%</b>	<b>443,707</b>

The Waste Management section of the Environmental Services Division manages the collection, processing and disposal programs/services for garbage, recyclables, green waste, large articles, hazardous waste, and electronic waste. It also manages the Peterborough County/City Waste Management Facility, the Material Recycling Facility, the Household Hazardous Waste Depot, the Harper Road Composting Facility and, as of October 2023, the Source Separated Organics Program and Facility.

Blue Box commodity values plummeted in early 2023 by almost 50%, bringing average prices down to \$117 per tonne. On January 1st, 2024, private industry will assume responsibility for blue box collection from the residential sector. While the City will see savings in collection and processing for eligible properties, the City will also lose any revenue for blue box commodities. The Province of Ontario continues with efforts to transition recycling programs, targeting January 1st, 2024 implementation for the City, however, there remains much uncertainty. The 2024 budget includes decreased expenses and revenues in the Recycling Program as a result.

The GROW Peterborough SSO (food) collection and processing project is in the construction phase planned to commenced operation in fall 2023, coinciding with Phase One of the Waste Management Master Plan (WMMP) diversion program changes including the bi-weekly Clear Bag (garbage) program, and a new curbside collection fleet.

### **Peterborough County/City Waste Management Facility**

On July 1, 2002, the City and the County signed an agreement whereby the County became an equal partner in the ownership and operation of the Peterborough County/City Waste Management Facility (the Bensfort site). Under the terms of the ownership agreement with the County, all expenditures (operating and capital), and revenues are shared on a 50:50 basis.

Projected tipping fees for 2024 are budgeted at \$5.5 million (2023 - \$4.9 million), including a modernisation of fees and increased revenue.

The County will contribute \$2.8 million (2023 - \$2.6) towards the gross costs of the landfill operation and receive approximately \$2.9 million (2023 - \$2.45) in revenues for an estimated net revenue to the County of \$0.06 million (2023 - \$0.15 cost).

The 2024 contribution to the Waste Management Reserve Fund (WMRF) is \$870,000 (2023 - \$750,000). In addition, the City will contribute \$227,000 to a Landfill Closure and Post-Closure Reserve, the same as in 2023.

City waste diversion rate for 2022 was 52%. New, more challenging diversion opportunities continue to be investigated, including polystyrene, organics, reuse, bulky plastics, and textiles. The implementation of the updated WMMP strategy is expected to increase diversion in a number of ways. Diversion is expected to increase with the GROW Peterborough organics program implemented in late in 2023, and through the various other initiatives of the updated Waste Management Master Plan.

### **Waste Management Reserve Long-term Projections**

To ensure the long-term ability of the WMRF to support the Waste management Capital program staff project the ten-year contributions and draws that affect the Waste Management Reserve Fund.

### **Waste Management Tax Rate for Exempt Properties**

Properties that are exempt from property taxes, such as churches and schools, except for their portion of the Waste Management costs are taxed at a rate that is associated with only the Waste Management costs. This rate is calculated in the same manner as regular property taxes, except limited to total Waste Management costs. The Waste Management rate for 2024 is calculated to be 0.0685680% (0.0653770% in 2023).



Part 2  
2024 Operating and Capital (by Department)

**Environmental Services – Waste Management - Capital Budget**

**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Municipal Operations Waste Management																
Peterborough Landfill Site	15468	32,654.5	22,594.5	2,610.0	1,305.0	1,305.0	805.0		500.0		2,000.0		2,000.0		3,450.0	725.0
Source Separated Organics Program Implementation	19-107	23,889.2	22,189.2	1,700.0		1,700.0			1,700.0							
Curbside Collection Vehicle	24-115	340.0		340.0		340.0			340.0							
Total		56,883.7	44,783.7	4,650.0	1,305.0	3,345.0	805.0		2,540.0		2,000.0		2,000.0		3,450.0	725.0

**Peterborough Landfill Site**

The City and County entered into an agreement on July 1, 2002, to jointly own and operate the Peterborough County/City Waste Management Facility and share all costs and revenues on a 50-50 basis. Cell 2 of the North Fill Area is nearing completion and was capped in 2021. Cell 3 will continue to receive waste for approximately one more year. Cell 4 design began in 2020, with construction complete, waste placement started in 2023.

The following 2024 Capital Projects are proposed:

- Expand landfill gas collection system next phase install
- Disposition excess soil
- Public drop-off concrete and bin rehabilitation
- Leachate collection and transport system upgrades
- Initiate EA WM options assessment

### Source Separated Organics Program Implementation

**The Resource Recovery and Circular Economy Act**, proposes to mandate resource recovery of food and organic waste through a landfill ban forcing the implementation of an Organics Program in all Cities including Peterborough. The GROW Peterborough project will meet the ban of organics to landfill requirements. The diversion of organics from the landfill to a processing facility will extend the landfill life and create a valuable product. In September 2019, the City received a Federal Grant for 40% funding to support the costs of implementing an organics program and engineered compost facility.

In considering Report IPSES19-010, Council approved establishing a \$15.3M project budget, including a pre-commitment of Capital funding of \$1,700,000 in 2022 and \$1,769,414 in 2023. The City has also received \$6,110,586 from the Low Carbon Economy Fund (LCEF) for the project. With the escalation of construction material and labour costs recently, additional funding will be required in the 2024 budget to complete the initial construction costs.

### Curbside Collection Vehicle

The additional curbside collection vehicle will support Waste Management & Waste Diversion efforts through the Provincial Responsibility transition. The collection vehicle will support "noneligible sources" City responsibilities including IC&I properties, the DBIA, medical exemption program, and the clean streets program.

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Waste Management	Peterborough Landfill Site Source Separated Organics Program Implementation
------------------	--

Part 2  
2024 Operating and Capital (by Department)

**Environmental Services – Environmental Protection - Operating Budget**

<b>City of Peterborough</b> <b>2024 Operating Budget</b>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Environmental Protection</b>					
<b>Expenditures</b>					
Cavan Monaghan Treatment Plant	405,339	405,339	408,003	0.7%	2,664
Centennial Fountain	90,819	90,496	97,735	7.6%	6,916
Pumping Station	216,586	215,937	278,624	28.6%	62,038
Wastewater Treatment Plant	14,723,845	14,777,941	14,862,826	0.9%	138,982
Effluent Monitoring	413,926	621,600	397,060	-4.1%	-16,866
Wastewater Collection - Storm	780,232	792,838	850,147	9.0%	69,915
Wastewater Collection - Sani	1,861,328	1,877,612	2,201,171	18.3%	339,843
	<b>18,492,075</b>	<b>18,781,763</b>	<b>19,095,566</b>	<b>3.3%</b>	<b>603,492</b>
<b>Revenues</b>					
Cavan Monaghan Treatment Plant	405,339	405,339	408,003	0.7%	2,664
Pumping Station	216,586	215,937	278,624	28.6%	62,038
Wastewater Treatment Plant	14,723,845	14,777,941	14,862,826	0.9%	138,982
Effluent Monitoring	413,926	621,600	397,060	-4.1%	-16,866
Wastewater Collection - Storm	780,232	792,838	850,147	9.0%	69,915
Wastewater Collection - Sani	1,861,328	1,877,612	2,201,171	18.3%	339,843
	<b>18,401,255</b>	<b>18,691,267</b>	<b>18,997,831</b>	<b>3.2%</b>	<b>596,576</b>
<b>Net Requirements</b>					
Centennial Fountain	90,819	90,496	97,735	7.6%	6,916
	<b>90,819</b>	<b>90,496</b>	<b>97,735</b>	<b>7.6%</b>	<b>6,916</b>

## Part 2

### 2024 Operating and Capital (by Department)

---

All pumping stations, sanitary sewer collection systems and WWTP expenditures are funded from the Sewer Surcharge. Revenue from “extra strength” surcharge agreements, and hauled sewage from surrounding counties, will continue to offset the Environmental Monitoring Program and plant operating costs. The laboratory services internal departmental needs (e.g., City/County Landfill) complement its activities. The 2024 budget increase in Sewer Surcharge includes the sixth year of the ten-year implementation of the Water Resource Protection program. The Sewer Surcharge rate for 2024 has increased to 106.13% (2023 – 104.51%) of the water rate.

In 2022, the City entered into a contract with the Township of Cavan Monaghan to operate both the WWTP and drinking water systems in the town of Millbrook. Prior to this, the City operated the WWTP, under contract to the Peterborough Utilities Group who previously had the contract with the Township.

In 2023, the WWTP processed approximately 19 million cubic metres of sewage, and 110,000 cubic metres of landfill leachate. Flows to the Plant are influenced by the amount of rainfall, snowmelt, and the local economy.

Continued enhancements and maintenance to the sanitary sewer system will help mitigate extraneous flows, reduce the overall unwanted flows to the plant, and delay future costly expansions. A comprehensive preventative maintenance program on the sanitary sewer trunk mains will continue to provide safe and reliable conveyance of wastewater to the Plant for treatment. Regular storm sewer and catch basin cleaning will improve surface water drainage to reduce flooding on city streets. The majority of the existing pumping stations have either been or undergoing upgrades, as well as license upgrades to meet current environmental standards.

The 2024 draft budget includes two new Wastewater Collections Operator positions. These staff are required to safely and effectively operate the additional Hydro Excavating Vactor truck that was pre-committed for 2024 with the approval of the 2023 budget.

Part 2  
2024 Operating and Capital (by Department)

**Environmental Services - Capital Budget**

**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Municipal Operations Environmental Services																	
Effluent Disinfection Revitalization and Expansion	20-035	32,750.0	10,750.0	5,000.0	5,000.0						7,000.0		7,000.0		3,000.0		
Replace Digester #1 and 2	20-034	17,500.0	7,500.0	5,000.0	5,000.0						5,000.0						
Septage Receiving Replacement	22-015	8,700.0	5,800.0	2,900.0		2,900.0				2,900.0							
WWTP Equipment Upgrades and Replacements	22-013	7,638.0	2,723.0	1,115.0		1,115.0				1,115.0	1,200.0	1,200.0	1,250.0	1,250.0	1,350.0	1,350.0	
Additional Hydro Excavation Truck	23-036	885.0		885.0		885.0				885.0							
Coal Tar Mitigation Action Plan	14441	6,860.0	420.0	120.0		120.0	120.0				3,100.0	3,100.0	3,100.0	3,100.0	120.0	120.0	
2022 Replace Programable Logic Controller	22-014	1,205.9	147.8	76.7		76.7				76.7	78.6	78.6	80.6	80.6	822.2	822.2	
WWTP Electrical Sub Station Replacement	20-036	3,410.0	3,410.0														
Total		78,948.8	30,750.8	15,096.7	10,000.0	5,096.7	120.0			4,976.7	16,378.6	4,378.6	11,430.6	4,430.6	5,292.2	2,292.2	

### **Effluent Disinfection Revitalization and Expansion**

The City currently disinfects effluent with a Trojan 3000 system that was installed in 1990's. The system is reaching the anticipated end of functional use. This project will include a review of all disinfection technologies to find the best fit for a new system. Funds approved in 2020 budget were for the development of drawings, tenders and ECA amendments. The design is underway, and construction will follow regulatory approvals.

The Draft 2024 Budget includes a recommendation to approve the precommitment of budget for this project for 2025 through 2027 with the approval of the 2024 budget to allow for construction design and tendering to proceed.

### **Replace Digester #1 and #2**

Digesters 1 and 2 are beyond their life expectancy. Refurbishment or replacement is required to avoid failure of this equipment. Access work, and investigation was conducted in 2023 to inform the design and planning requirements. This project will also involve installation of a second heat exchanger which will provide redundancy in the system to mitigate risks of equipment failure.

The Draft 2024 Budget includes a recommendation to approve the pre-commitment of budget for this project for 2025 with the approval of the 2024 budget.

### **Septage Receiving Replacement**

The existing Septage Receiving Facility consists of a receiving station, a manually cleaned coarse screen, a holding tank and two (2) submersible pumps. The system was designed to handle truck loads with capacity of up to a total 5,000 m<sup>3</sup> per annum. The plant is currently recording hauled waste volumes of approximately 30,000 m<sup>3</sup> annually. As the facility continues to operate beyond design capacity, maintenance costs increase and required equipment replacement occurs more frequently.

### **WWTP Equipment Upgrades and Replacements**

This project includes the addition, replacement and preventative maintenance of equipment used at the Wastewater Treatment Plant and Sanitary Pumping Stations to ensure continued operations and compliance with environmental legislation.

### **Additional Hydro Excavation Truck**

The Wastewater Collections division (WWC) is currently following an Annual Sewer Maintenance Program (ASMP) in accordance with the Environmental Compliance Approval (ECA), O reg. 588, and the Environmental Protection Act that requires cleaning and CCTV of the city owned storm and sanitary wastewater system in its entirety spanning over a 6-year period. The updated requirements reduce this timeline down to a 5-year span, which came into effect in 2023. Additional equipment, and staff are required to meet the requirements and offer a significant savings over contracting out the services.

The 2023 Budget included a pre-commitment of \$885,000 of the 2024 capital budget for this project.

### **Coal Tar Mitigation Action Plan**

The City owned and operated a facility known as the Peterborough Gas Works located at 70/72/80 Simcoe Street approximately 50 meters from the Otonabee River. Coal Tar seepage into the Otonabee River was identified in November of 2009 and the Ministry of the Environment requested the City to develop a remedial action plan to address this issue. Monitoring and remediation activities have been underway since 2010. As monitoring continues, a cleanup plan to address the seepage will be developed to the satisfaction of the MECP. An Environmental Management Plan has been accepted by the MECP, with short term monitoring and management requirements underway.

### **2022 Replace Programmable Logic Controller**

The Wastewater Treatment Plant and associated pumping stations are operated by the Supervisory Control and Data Acquisition (SCADA) computer system, which controls the Programmable Logic Controllers (PLCs) throughout the plant. As with any computer system, there has to be occasional upgrading to maintain efficiency and reduce expensive repairs.

Replacing the multitude of PLCs on a consistent and orderly fashion throughout the plant over the next several years will ensure a smooth transition of high-tech computer operated equipment well into the future

### Recommendations

**That pending approval of Capital Project #20-035 in the amount of \$5 million, the total \$27 million requirement in 2025, 2026 and 2027 Capital funding be pre-committed for the Effluent Disinfection Revitalization and Expansion project.**

**That pending approval of Capital Project #20-034 in the amount of \$5 million, the \$5 million requirement in 2025 Capital funding be pre-committed for the Replace Digester #1 and 2 project.**

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Environmental Services	Additional Hydro Excavation Truck
------------------------	-----------------------------------



Part 2  
2024 Operating and Capital (by Department)

**Environmental Services - Other Capital Budget**

**City of Peterborough**  
**Other Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Municipal Operations Environmental Services																
400 Plastics Road	21-111	1,110.0	185.0	400.0		400.0				400.0	500.0	500.0	25.0	25.0		
YPQ Environmental Monitoring and Remediation	23-012	6,304.0	368.0	385.0		385.0				385.0	397.0	397.0	409.0	409.0	4,745.0	4,745.0
Harper Road Landfill	11463	8,425.0	3,925.0	300.0		300.0				300.0	1,000.0	1,000.0	1,000.0	1,000.0	2,200.0	2,200.0
Environmental Remediation	21-112	1,500.0	750.0	250.0		250.0				250.0	250.0	250.0	250.0	250.0		
Former Nelson Landfill	11462	11,837.0	2,237.0								3,000.0	1,000.0	3,000.0	1,000.0	3,600.0	1,200.0
Total		29,176.0	7,465.0	1,335.0		1,335.0				1,335.0	5,147.0	3,147.0	4,684.0	2,684.0	10,545.0	8,145.0

**400 Plastics Road**

400 Plastics Road is the former Formax site. It is a contaminated industrial site for which the City is responsible to remediate. Phase 1 and 2 EA's have been completed. The Ministry of Environment, Conservation, and Parks (MECP) is monitoring City management and remediation of the site. The MECP require a monitoring and remediation plan, or they will issue an order. The funding in 2024 and beyond will support the monitoring, reporting and MECP negotiation. Upon MECP acceptance of the remediation proposal, remediation will be initiated to prepare the site for disposition to be used as future industrial land

## **YPQ Environmental Monitoring and Remediation**

In March 2015, The Ministry of Environment and Climate Change (MECC) advised the City of Peterborough that the Ministry's Monitoring and Reporting branch had completed sediment and surface water sampling surveys on and around the Peterborough Airport. The study identified elevated levels of PCBs at certain sampling sites, and suspected the elevated levels were from former landfill activities at the Peterborough Airport property. The identified areas of concern have been delineated laterally and vertically, and a risk assessment was completed in 2017 to identify solutions. In 2021, an Environmental Management Plan was prepared to identify monitoring and remediation activities and timelines for MECC acceptance. This project will address the agreed monitoring and remediation activities including consolidating, managing, and ultimately remediating excess PCB and contamination. The Ministry of Environment, Conservation, and Parks (MECP) is monitoring City management and remediation of the site. The MECP has not issued a formal remediation order, however, has accepted the City's proposed monitoring and remediation activities in the YPQ Environmental Management Plan.

### **Harper Road Landfill**

The City of Peterborough operated a landfill site from approximately the mid 1940s to the mid 1960s in the area of Harper Road and Sir Sandford Fleming Drive. This is not an engineered facility and the site received both municipal and industrial waste. Through the MECP negotiations underway, clear and concise directives will be achieved outlining provisions to manage the former landfill according to today's applicable laws and standards. The City has been directed by the Ministry of the Environment, Conservation and Parks (MECP) to apply for an Environmental Compliance Approval (ECA) for the closed Harper Road Landfill. The site continues to be actively used for compost processing until the implementation of the GROW Peterborough program is complete. Leaf and Yard waste received at the site in 2023 will need to be processed into 2024 before remediation activities can be advanced. Work is ongoing to prepare a comprehensive Environmental Management Plan including registration, monitoring, and remediation requirements.

### **Environmental Remediation**

Environmental sites are regulated by the Ministry of Environment, Conservation, and Parks (MECP). Frequently the City must perform timely investigation (Phase 1 & 2 Environmental Assessments, or other investigations and remediations) to support property acquisition decisions, emergent environmental issues, or management of existing City sites. Investigations to support these decisions require stable funding. Delays in these decisions could result in increased remediation requirements, liabilities, or MECP binding orders. This project will support the initial review and response to emergent environmental issues and sites with future remediation requirements addressed through the subsequent respective remediation projects.

Part 2  
2024 Operating and Capital (by Department)

**Airport - Operating Budget**

This Division operates the Peterborough Airport as an aviation industrial park, a service to area businesses, a community gateway for the public, tourism, business, and general aviation. The airport's 7000-foot-long runway and supporting infrastructure has been designed to accommodate Boeing 737 series aircraft. Home to over 20 businesses, the airport provides direct employment to approximately 500 people. Aircraft movements are approximately 45,000 to 50,000 per year.

<b>City of Peterborough</b> <b>2024 Operating Budget</b>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Airport Expenditures</b> Airport	3,381,852	3,474,535	3,558,253	5.2%	176,400
<b>Revenues</b> Airport	<b>3,381,852</b>	<b>3,474,535</b>	<b>3,558,253</b>	<b>5.2%</b>	<b>176,400</b>
	1,108,589	1,170,650	1,242,150	12.0%	133,561
	<b>1,108,589</b>	<b>1,170,650</b>	<b>1,242,150</b>	<b>12.0%</b>	<b>133,561</b>
<b>Net Requirements</b>	<b>2,273,263</b>	<b>2,303,885</b>	<b>2,316,103</b>	<b>1.9%</b>	<b>42,839</b>

In 2022, a new Airport Master Plan was approved in principle by council through report IPSAIR22-006. This plan represents the blueprint for medium to long-term development to 2037 by guiding future expansion at Peterborough Airport. In 2024, Key objectives are concentrated on driving business development, improving efficiency and sustainability of operations, and adapting to the changing the needs of our community and stakeholders.

Part 2  
2024 Operating and Capital (by Department)

---

Loomex Property Management has completed year eleven of the Airport Management and Operations contract, there remains one 3-year option for extension up to 2029. The 2024 operating budget reflects an increase in day-to-day costs due to utilities, insurance, and contractual services as to the Airport Management and Operations contract. The revenues reflect increases in lease rates, new development fees, charter flights, aircraft parking, and new fees.

**Recommendation**

**That any excess Airport development review fees at the end of 2024 be transferred to the Airport Development Review Reserve for future Airport Development related expenditures and that, if the 2024 Airport development review costs exceed the review fees, funds may be drawn from the Airport Development Review Reserve.**

Part 2  
2024 Operating and Capital (by Department)

**Airport – Capital Budget**

**City of Peterborough**  
**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Municipal Operations Airport																
Aviation Fuel Facility	24-104	1,100.0		250.0		250.0			250.0		850.0	850.0				
Aircraft Storage Hangar	24-103	900.0		200.0		200.0			200.0		700.0	700.0				
Commercial and General Aviation Lot Preparation	18-020	2,094.3	1,044.3	150.0		150.0	150.0				225.0	225.0	225.0	225.0	450.0	450.0
Airport Restaurant Improvements	24-108	50.0		50.0		50.0			50.0							
Airport Building Refurbishment and Preservation	24-105	25.0		25.0		25.0	25.0									
Industrial Park East of Airport Rd North Development	20-050	7,400.0	1,000.0								2,000.0	2,000.0	4,400.0	4,400.0		
Extension of Taxiway Bravo	21-077	5,530.0	30.0								500.0	500.0	5,000.0	5,000.0		
Tree Replacement Initiative	24-109	35.0									15.0	15.0	10.0	10.0	10.0	10.0
Airport Water & Sewer Upgrade	18-143	19,075.3	4,075.3										5,000.0	5,000.0	10,000.0	10,000.0
Total		36,209.6	6,149.6	675.0		675.0	175.0		500.0		4,290.0	4,290.0	14,635.0	14,635.0	10,460.0	10,460.0

### **Aviation Fuel Facility**

The project includes site preparation, design, and construction of an aviation fuel facility to support airport operations, future growth at Peterborough Airport, and partnerships for introduction of new aviation fuel sources. Various models of construction, maintenance, and operations will be considered including a private partnership or full ownership by the City. Various operational models would yield a return on investment over the medium term. Revenues realized from the sale of aviation fuels at airports account for a primary source of income at general aviation airports across Canada, the associated infrastructure is considered an integral part of the airport's operation.

The Draft 2024 budget includes a recommendation for a precommitment of the 2025 budget request for this project.

### **Aircraft Storage Hangar**

This project is for design and construction of a multi-bay or standard aircraft storage hangar. Storage for aircraft represents a primary source of stable, long-term revenue and return on investment for General Aviation Airports. Construction of an aircraft storage hangar by the City or through a private partnership is the considered the most efficient use of available general aviation development lands. Currently, there is high demand for the storage of small general aviation and commercial aircraft at Peterborough Airport. Additionally, the closure of Buttonville Airport in November 2023 has displaced approximately 300 aircraft.

The Draft 2024 budget includes a recommendation for a precommitment of the 2025 budget request for this project.

### **Commercial and General Aviation Lot Preparation**

The Airport offers approximately 12 acres of industrial/commercial land with essential services and an additional six acres designated for general aviation, all available for lease and development. This multi-year capital project serves as a funding source to support various Airport responsibilities. These include lot grading and preparation, addressing tenant-specific needs, and expanding the General Aviation Development area. As the General Aviation Area is approaching its capacity, the expansion of infrastructure on the Eastern side of Apron III will open up new development lots. During building construction, certain specific requirements for new tenant building lots fall under the responsibility of the Airport. These requirements are often unforeseeable during lot development and may encompass tasks such as isolated soil remediation, site studies,

design amendments, reconfiguration of lighting, minor water and sewer extensions, electrical work including transformers, drainage adjustments, and paving necessities.

### **Airport Restaurant Improvements**

City owned restaurant equipment installed in 2010 is nearing the end of its life cycle and requires replacement. This project will support replacement and upgrade of select equipment and fixtures in the airport restaurant. In addition, the project will consider installation of an exterior door, and reconfiguration of fencing to allow the restaurant operator to provide services in a designated area outside.

### **Airport Building Refurbishment and Preservation**

The Airport Building Refurbishment and Preservation project is an essential undertaking aimed at maintaining and extending the lifespan of the City-owned buildings situated on airport property. The City owned buildings located on airport property require replacement of interior and exterior components including sections of siding, windows, and roofing to preserve the life of the structures.

### **Recommendations**

**That pending approval of Capital Project #24-104 in the amount of \$250,000, the \$850,000 requirement in 2025 Capital funding be pre-committed for the Aviation Fuel Facility project.**

**That pending approval of Capital Project #24-103 in the amount of \$200,000, the \$700,000 requirement in 2025 Capital funding be pre-committed for the Aviation Storage Hangar project.**

Part 2  
2024 Operating and Capital (by Department)

**Airport – Other Capital Budget**

**City of Peterborough**  
**Other Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Municipal Operations Airport																
Obstacle Limitation Surface Tree Cutting	17-012	1,245.2	795.2	300.0		300.0				300.0	100.0	100.0	50.0	50.0		
Runway Level of Service Improvement Study	24-106	80.0		80.0		80.0				80.0						
Airport Quality Assurance Audit	24-126	158.0		50.0		50.0				50.0					108.0	108.0
Total		1,483.2	795.2	430.0		430.0				430.0	100.0	100.0	50.0	50.0	108.0	108.0

**Obstacle Limitation Surface Tree Cutting**

Peterborough Airport is a certified airport in accordance with Transport Canada regulations and maintains an Obstacle Limitation Surface (OLS) that defines a limit to which objects may project into the airspace around the airport. These height restrictions are in place to provide a safe operating environment for pilots and passengers arriving and departing from Peterborough Airport. Continued evaluation of vegetation is required to identify, project, and maintain natural growth around the airport. Obstructions within the OLS would impact airport operations, potentially reducing the usable length of the primary or secondary runways. There is an immediate need to address natural growth in vicinity of the airport to maintain compliance with federal standards.



### **Runway Level of Service Improvement Study**

The purpose of this project is to assess, define and execute the initial steps required to enhance the airport's level of service to lower the Minimum Decent Altitude (MDA) for Runway 09-27. This improvement will enhance accessibility, competitiveness, and marketability of the airport. Currently, the Peterborough Airport operates with a Non-Instrument level of service, which allows for a Minimum Descent Altitude (MDA) of 500 feet Above Ground Level (AGL). In contrast, a Non-Precision facility can achieve an MDA as low as 250 feet AGL, allowing a pilot to be closer to the ground when approaching the airport during Instrument Meteorological Conditions.

The scope of work includes documentation of a gap analysis to align with new Aerodrome Standards and Recommended Practices, assessing and identifying feasible options for MDA reduction, providing cost estimates for implementation of essential capital projects, engaging with stakeholders, documentation of an operational plan, and creating a safety case to support transition. Upgrading the level of service from Non-Instrument to Non- Precision would increase the availability and marketability of the Airport and reduce the likelihood of missed approaches and operational disruptions for airport users.

### **Airport Quality Assurance Audit**

The Airport Quality Assurance Program is required to ensure systematic and on-going monitoring and evaluation of compliance with the Canadian Aviation Regulations, including the applicable conditions of the Airport Operation Manual supporting maintenance of the Airport Certificate that is issued by Transport Canada. In accordance with Peterborough Airport's Quality Assurance Program, a complete audit of all aspects under the Airport Certificate is required at least once every three years and will be conducted by an external party in 2024.

## **Community Services Departmental Summary - Operating Budget**

---

Community Services coordinates 16 facilities and numerous programs through five divisions: Arts and Culture, Library Services, Fire Services, Recreation and Park Services, and Social Services. The Community Services Department also administers the Community Grants Portfolio as well as coordinating a number of Special Events and Projects.

The 2024 budget includes structural changes in three former divisions. The former Arenas Division has been dissolved and its functions now amalgamated into the Recreation and Park Services Division and the Arts and Culture Division. The Peterborough Memorial Centre events function has been moved into Arts and Culture for better alignment as a cultural centre. All of the remaining functions of the former Arenas Division are now included in the Recreation budget. In addition, the Parks function has been moved to the Recreation and Park Services Division from the Public Works Division. The Heritage activities have been moved to the Planning, Development & Urban Design division in the Infrastructure, Planning and Growth Management Department. Fire Services has moved to Community Services from the CAO Department.

Part 2  
2024 Operating and Capital (by Department)

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Community Services</b>					
<b>Expenditures</b>					
Community Services Administration	2,637,000	2,610,490	2,642,105	0.2%	5,105
Arts and Culture	3,286,949	3,334,833	3,557,825	8.2%	270,876
Recreation and Parks	13,301,730	12,882,909	13,173,932	-1.0%	-127,798
Fire Services	19,259,077	19,735,331	20,189,906	4.8%	930,830
Peterborough Public Library	3,512,222	3,508,345	4,011,354	14.2%	499,132
Social Services	99,374,158	99,278,306	109,748,058	10.4%	10,373,900
	<b>141,371,136</b>	<b>141,350,214</b>	<b>153,323,181</b>	<b>8.5%</b>	<b>11,952,045</b>
<b>Revenues</b>					
Community Services Administration	520,940	437,439	423,957	-18.6%	-96,983
Arts and Culture	1,791,130	1,694,784	1,740,613	-2.8%	-50,517
Recreation and Parks	7,060,149	6,444,441	7,566,039	7.2%	505,891
Fire Services	1,034,582	1,034,157	1,087,020	5.1%	52,438
Peterborough Public Library	228,706	245,856	250,856	9.7%	22,150
Social Services	87,324,936	87,280,393	97,252,344	11.4%	9,927,408
	<b>97,960,443</b>	<b>97,137,070</b>	<b>108,320,830</b>	<b>10.6%</b>	<b>10,360,387</b>
<b>Net Requirements</b>					
Community Services Administration	2,116,060	2,173,051	2,218,148	4.8%	102,088
Arts and Culture	1,495,819	1,640,049	1,817,212	21.5%	321,393
Recreation and Parks	6,241,582	6,438,468	5,607,892	-10.2%	-633,689
Fire Services	18,224,495	18,701,174	19,102,886	4.8%	878,392
Peterborough Public Library	3,283,516	3,262,489	3,760,498	14.5%	476,982
Social Services	12,049,221	11,997,913	12,495,714	3.7%	446,493
	<b>43,410,693</b>	<b>44,213,144</b>	<b>45,002,351</b>	<b>3.7%</b>	<b>1,591,658</b>

Part 2  
2024 Operating and Capital (by Department)

## Community Services Departmental Summary – Capital Budget

### Tangible Capital Budget Summary

2024-2033 & Subsequent Years

Project Description	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
			Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Community Services Summary															
Art Gallery	18,840.0	140.0								100.0	100.0	6,550.0	3,550.0	12,050.0	10,050.0
Museum	532.0											532.0	532.0		
Recreation	8,868.5	1,620.5	225.0		225.0				225.0	82.0	82.0	3,784.0	3,784.0	3,157.0	3,157.0
Fire Services	11,867.8	4,031.8	694.8		694.8	6.6	76.0		612.2	2,875.6	2,875.6	1,126.4	1,126.4	3,139.2	3,139.2
Peterborough Public Library	6,718.4	150.2	602.7		602.7		291.7		311.0	560.4	560.4	570.6	570.6	4,834.4	4,834.4
Recreation Services Facilities	4,128.1	893.1	305.0		305.0	125.0		172.2	7.8	640.0	640.0	895.0	895.0	1,395.0	1,395.0
Total	50,954.8	6,835.6	1,827.5		1,827.5	131.6	367.7	172.2	1,156.0	4,258.0	4,258.0	13,458.0	10,458.0	24,575.6	22,575.6

Part 2  
2024 Operating and Capital (by Department)

## Community Services Departmental Summary – Other Capital Budget

### Other Capital Budget Summary

2024-2033 & Subsequent Years

Project Description	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
			Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Community Services Summary															
Arts and Culture	5,205.6	1,444.9	239.1		239.1				239.1	190.5	190.5	191.8	191.8	3,139.3	3,139.3
Museum	100.0	20.0	10.0		10.0	10.0				10.0	10.0	10.0	10.0	50.0	50.0
Recreation	500.0	250.0	75.0		75.0				75.0	75.0	75.0	25.0	25.0	75.0	75.0
Housing and Homelessness	52,084.4	11,933.0	850.0	200.0	650.0				650.0	1,285.0	854.0	1,096.8	780.0	36,919.6	25,996.0
Total	57,890.0	13,647.9	1,174.1	200.0	974.1	10.0			964.1	1,560.5	1,129.4	1,323.6	1,006.8	40,184.0	29,260.3

Part 2  
2024 Operating and Capital (by Department)

**Community Services Administration - Operating Budget**

<div> <div>City of Peterborough</div> <div>2024 Operating Budget</div> </div>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Community</b>					
<b>Expenditures</b>					
Office of Community Services Commissioner	376,795	386,737	435,538	15.6%	58,743
Community Project Grants	20,655	20,655	20,965	1.5%	310
Community Investment Grants	215,832	215,832	219,070	1.5%	3,238
Artspace	37,294	37,294	35,962	-3.6%	-1,332
Peterborough Aides Resource Network	7,530	7,530	7,263	-3.5%	-267
Community Care Peterborough	28,547	28,547	27,526	-3.6%	-1,021
Little Lake Musicfest	122,947	122,947	118,555	-3.6%	-4,392
Ptbo Folk Festival	22,098	22,098	26,058	17.9%	3,960
Native Learning Program	3,225	3,225	3,106	-3.7%	-119
Community Race Relations Committee	43,669	43,669	42,109	-3.6%	-1,560
CPD Funding	13,464	13,464	12,986	-3.6%	-478
Showplace	143,726	143,726	138,562	-3.6%	-5,164
Canadian Canoe Museum	108,362	108,362	108,362	0.0%	0
Peterborough Lions Club	28,547	28,547	27,526	-3.6%	-1,021
Peterborough Green Up	203,046	203,046	195,790	-3.6%	-7,256
Ptbo Agriculture Society	83,819	83,819	0	-100.0%	-83,819
Community Service Grant to Hutchison House	44,654	44,654	43,059	-3.6%	-1,595
Community Service Grant to Kawartha Food Share	34,265	34,265	33,041	-3.6%	-1,224
New Canadian Centre	49,652	49,652	47,880	-3.6%	-1,772
Market Hall	81,542	81,542	82,765	1.5%	1,223
Drug Strategy	33,647	33,647	32,447	-3.6%	-1,200
Sustainable Ptbo	38,791	41,209	39,738	2.4%	947
Community Development Program	894,893	856,023	943,797	5.5%	48,904
	2,637,000	2,610,490	2,642,105	0.2%	5,105
<b>Revenues</b>					
Peterborough Green Up - WWRF	48,649	48,649	49,380	1.5%	731
Community Development Program	472,291	388,790	374,577	-20.7%	-97,714
	520,940	437,439	423,957	-18.6%	-96,983

Part 2  
2024 Operating and Capital (by Department)

<div> <div>City of Peterborough</div> <div>2024 Operating Budget</div> </div>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Net Requirements</b>					
Office of Community Services Commissioner	376,795	386,737	435,538	15.6%	58,743
Community Project Grants	20,655	20,655	20,965	1.5%	310
Community Investment Grants	215,832	215,832	219,070	1.5%	3,238
Artspace	37,294	37,294	35,962	-3.6%	-1,332
Peterborough Aides Resource Network	7,530	7,530	7,263	-3.5%	-267
Community Care Peterborough	28,547	28,547	27,526	-3.6%	-1,021
Little Lake Musicfest	122,947	122,947	118,555	-3.6%	-4,392
Ptbo Folk Festival	22,098	22,098	26,058	17.9%	3,960
Native Learning Program	3,225	3,225	3,106	-3.7%	-119
Community Race Relations Committee	43,669	43,669	42,109	-3.6%	-1,560
CPD Funding	13,464	13,464	12,986	-3.6%	-478
Showplace	143,726	143,726	138,562	-3.6%	-5,164
Canadian Canoe Museum	108,362	108,362	108,362	0.0%	0
Peterborough Lions Club	28,547	28,547	27,526	-3.6%	-1,021
Peterborough Green Up	154,397	154,397	146,410	-5.2%	-7,987
Ptbo Agriculture Society	83,819	83,819	0	-100.0%	-83,819
Community Service Grant to Hutchison House	44,654	44,654	43,059	-3.6%	-1,595
Community Service Grant to Kawartha Food Share	34,265	34,265	33,041	-3.6%	-1,224
New Canadian Centre	49,652	49,652	47,880	-3.6%	-1,772
Market Hall	81,542	81,542	82,765	1.5%	1,223
Drug Strategy	33,647	33,647	32,447	-3.6%	-1,200
Sustainable Ptbo	38,791	41,209	39,738	2.4%	947
Community Development Program	422,602	467,233	569,220	34.7%	146,618
	<b>2,116,060</b>	<b>2,173,051</b>	<b>2,218,148</b>	<b>4.8%</b>	<b>102,088</b>

### **Community Project and Investment Grants**

The Community Services Department administers and coordinates the City's Community Grants program, in support of local non-profit, community-based organizations that provide direct programs, services, or activities that enhance the quality of life for Peterborough residents in the areas of social services and health, arts, culture, heritage, recreation, or the environment.

The Community Project Grant program, budgeted at \$20,655, provides grants ranging from \$250 to \$1,000 to informal not-for-profit organizations located within the geographic boundaries of the City. Annual applications are reviewed through a competitive process by a staff Grant Review Committee, which recommends funding awards for Council approval.

The Community Investment Grant Program, budgeted at \$219,070, provides grants ranging from \$1,000 up to \$15,000 as matching funds to incorporated, not-for-profit organizations that are located within the geographic boundaries of the City. There is an annual competitive application process in which eligible organizations can apply for funding. Applications are reviewed by a Council-appointed Grant Review Committee, which recommends funding awards for Council approval.

### **Community Service Grants**

The Community Service Grants program provides funding to non-profit, community-based organizations that deliver direct programs, services, or activities that improve the quality of life for residents. The grants support activities in the areas of social services and health, arts, culture, heritage, recreation, and the environment. These activities can range from small special events to operations for larger organizations.

In 2024 the Peterborough Folk Festival Service Grant was increased to recognize the effect of Infrastructure changes in Nichols Oval Park.

### **Community Development Program**

The Community Development Program (CDP) continues to improve the well-being of residents in the City and County through building capacity, developing policy and the delivery of projects, information, referrals, and support to enhance social development and fill service gaps.

Implementation funding of \$50,000 for the Community Safety and Well-being Plan is being drawn from the Social Services Reserve for 2024.



Part 2  
2024 Operating and Capital (by Department)

---

The 2023 Diversity Equity and Inclusivity (DEI) budget was used to fund internal and community-based DEI projects. Work included the planning, delivery, and analysis of a City Employee Survey; delivered DEI training sessions and Instagram Live conversations. The 2024 DEI Budget will support the City's DEI Plan and the development of an equity tool to facilitate its implementation. In 2023 the DEI program was moved to the People and Culture Division however the budget remains in the CDP.

\$257,000 remains in the CDP budget but is being reallocated from the Drop-in\Meal Program to the homelessness program at the Trinity Centre. Implementation of the Age-friendly Peterborough Plan continues with projects and programs that engage, educate, and inform older adults on issues that are important to their health and wellbeing. A new Age-friendly Plan was adopted by Council in 2023.

The Homemakers program assists low-income seniors and others with housekeeping services to allow them to remain in their homes if possible. This program is an 80/20 cost share between the Province/City and County. Funding support is being provided to the Ontario 211 (\$22,807) and Kawartha Food Share Food security programs (\$22,193) on a 50/50 City/County cost share. Funding to Community Care Peterborough (\$22,637) and the New Canadians Centre (\$15,006) is paid 100% by the City. This funding is reviewed on an annual basis.

### **Recommendations**

**That any surplus funds at the end of 2024 for Market Hall be transferred to the Market Hall Capital Reserve for unanticipated maintenance expenses or small capital improvements**

**That any unused Community Development Program net budget at the end of 2024 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 2024 Community Development costs exceed the 2024 Budget, funds may be drawn from the Reserve.**

Part 2  
2024 Operating and Capital (by Department)

**Arts and Culture - Operating Budget**

The Arts and Culture Division is responsible for the provision of arts, culture, the Municipal Cultural Plan, cultural facilities, services, and resources. The division includes the Peterborough Museum and Archives, the Art Gallery of Peterborough, the City's public art program and the Memorial Centre events services. Heritage activities have moved to Planning, Development and Urban Design.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Arts and Culture</b>					
<b>Expenditures</b>					
Arts and Culture Administration	276,271	280,051	357,089	29.3%	80,819
Museum	1,012,841	995,465	1,073,288	6.0%	60,447
Art Gallery	969,457	1,022,551	1,094,067	12.9%	124,610
Memorial Centre Events	1,028,380	1,036,766	1,033,380	0.5%	5,000
	3,286,949	3,334,833	3,557,825	8.2%	270,876
<b>Revenues</b>					
Museum	284,419	282,153	288,273	1.4%	3,854
Art Gallery	418,231	384,331	368,360	-11.9%	-49,871
Memorial Centre Events	1,088,480	1,028,300	1,083,980	-0.4%	-4,500
	1,791,130	1,694,784	1,740,613	-2.8%	-50,517
<b>Net Requirements</b>					
Arts and Culture Administration	276,271	280,051	357,089	29.3%	80,819
Museum	728,422	713,312	785,015	7.8%	56,593
Art Gallery	551,226	638,220	725,707	31.7%	174,481
Memorial Centre Events	-60,100	8,466	-50,600	-15.8%	9,500
	1,495,819	1,640,049	1,817,212	21.5%	321,393

### **Arts and Culture Administration**

Arts and Culture Administration includes funding for education and awareness of the City's Public Art program, strategic goals and direction for the Arts and Culture Committee, and a proposed update of the Municipal Cultural Plan goals and objectives for the next five years. The increased budget for 2024 is due to approved salary and benefits increases and a new grant to Individual Artists for \$50,000 which was approved with the 2023 budget.

### **Peterborough Museum & Archives**

As an integral part of the collective memory of the community, the Peterborough Museum & Archives preserves, presents, and promotes the heritage and culture of Peterborough and area, and provides other significant heritage programs for the education and enjoyment of both visitors and residents. The 2023 Museum Operating Budget reflects the delivery of standard services and operations. The Museum is returning to pre-pandemic delivery standards; the community response indicates positive engagement. The increased budget for 2024 is due to approved salary and benefits increases, a full year of the full-time Curatorial/Program Assistant, which was approved to move from part-time to full-time in 2023, and increased insurance costs.

### **Art Gallery**

The Art Gallery of Peterborough (AGP), incorporated in 1974, is a Registered Charity Public Art Gallery dedicated to exhibiting and collecting contemporary Canadian visual works of art with a focus on artists practicing within the local region. Exhibitions are enhanced with talks, tours, publications, and education programs. Funds are generated from memberships, government grants, donations, sponsorships, fundraising, Gallery Shop, education programs, and touring exhibits. The AGP has received supplementary provincial funding through the OAC's Arts Recovery Fund as well as the Canada Council and Canadian Heritage to offset loss of revenue from the effects of the pandemic as well as invest in improvements that will help stabilize and sustain the organization during recovery from the effects of the pandemic. The increased budget for 2024 is due to approved salary and benefits increases, the annualization of the Communication and Volunteer Coordinator position that moved full time in 2023, increased insurance costs and decreased revenues from grant funding that ended in 2023.

As 2024 is the 50<sup>th</sup> anniversary of the AGP, staff will undertake a membership drive, sponsorship campaign and new fundraising initiatives.

### **Memorial Centre Events**

The Peterborough Memorial Centre (PMC) strives to efficiently manage and maximize its use by providing a wide range of programming and events in affordable and attractive facilities that staff and the community can be proud of, encouraging tourist visits and event organizers to choose Peterborough for their events. Previously this section was included in the former Arenas division of Community Services but was moved to the Arts and Culture division for better alignment as a cultural centre. Events at the PMC include Peterborough Petes and Peterborough Lakers games, concerts, and other live events.

Part 2  
2024 Operating and Capital (by Department)

---

**Arts and Culture– Other Capital Budget**

**Other Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Community Services Arts and Culture																
Municipal Cultural Plan	17-123	2,416.8	716.8	150.0		150.0				150.0	100.0	100.0	100.0	100.0	1,350.0	1,350.0
Public Art	17-122	2,788.8	728.1	89.1		89.1				89.1	90.5	90.5	91.8	91.8	1,789.3	1,789.3
Total		5,205.6	1,444.9	239.1		239.1				239.1	190.5	190.5	191.8	191.8	3,139.3	3,139.3

**Municipal Cultural Plan**

This project will update the existing plan and provide a framework for future support of arts, culture and heritage. It will review completed actions and identify new actions and initiatives for the division for the next five years. A portion of this project will be transferred to Electric City Culture Council (EC3) and \$50,000 will be used for hiring a consultant to develop a draft 5-year plan. 2024 is the final year of the three-year agreement with EC3. This funding for EC3 was pre-committed by Council at \$100,000 for 2024 and a continued contribution of \$25,000 for EC3 to operate Artsweek with approval of Report CSACH22-011.

**Public Art**

Through Report CSACH 22-006, Council approved the revised Public Art Policy 0012, including an annual contribution to the public art program. The Public Art Policy identifies five main areas: Public Art Capital Projects; Temporary Projects; Public Art Development and Arts Sector Advancement Program; Community-Based Projects; and Special Projects.

The Public Art Program priorities for 2024 are Temporary and Special Projects geared towards capacity building within the local arts sector, the phase II portion of the Public Art Capital Project being developed for the Arena and Aquatics Complex and two projects being developed in collaboration with the transportation division.

Part 2  
2024 Operating and Capital (by Department)

---

**Museum – Capital Budget**

**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Community Services Museum																	
Museum - Exhibition Renewal Project	19-025	532.0											532.0	532.0			
Total		532.0											532.0	532.0			

Part 2  
2024 Operating and Capital (by Department)

**Museum – Other Capital Budget**

**Other Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Community Services Museum																	
Museum - Reconciliation	22-017	50.0	20.0	10.0		10.0	10.0				10.0	10.0	10.0	10.0			
Museum - Strategic Plan	16-111	50.0													50.0	50.0	
Total		100.0	20.0	10.0		10.0	10.0				10.0	10.0	10.0	10.0	50.0	50.0	

**Museum – Reconciliation**

In the Final Report of the Truth and Reconciliation Commission of Canada, museums have been called upon to repatriate objects that are sacred or integral to the history and continuity of Aboriginal nations and communities.

The Museum has identified within its care at least 7 objects for repatriation. The Truth & Reconciliation Calls to Action also require a commitment to the decolonization of museum and archives documentation, policies, exhibitions, and programming. By supporting this Project, the City will be contributing to both the on-going reconciliation between First Nations, Inuit and Metis Peoples and the government of Canada and to the work by First Nations, Inuit, and Metis communities to reclaim and restore their culture. The Museum Reconciliation Project will require a financial commitment of \$50,000 over 5 years (2022-2025).



Part 2  
2024 Operating and Capital (by Department)

---

**Art Gallery – Capital Budget**

**City of Peterborough**  
**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Community Services Art Gallery																
Art Gallery of Peterborough Facility	16-106	18,840.0	140.0								100.0	100.0	6,550.0	3,550.0	12,050.0	10,050.0
Total		18,840.0	140.0								100.0	100.0	6,550.0	3,550.0	12,050.0	10,050.0

### **Recreation and Park Services – Operating Budget**

Recreation and Park Services Division Budget supports the overall operations of the recreation programs, services, and facility operations. The division provides community development and assistance to sport organizations, community groups and partners including those partners at Fleming College and Trent University. The division leads on the planning and coordination of community engagement in active recreation facilities including specialized facilities such as skateboard parks, outdoor rinks, beaches, wading pools, and sport courts, fields, and diamonds. The division supports the daily activities of the recreation administrative, facility, program, and partnership service areas.

During 2023 the former Arenas Division has been dissolved and most of its functions and facilities are now amalgamated into the Recreation and Park Services Division. The Parks section formerly part of Public Works is also now part of this Division to ensure the Recreation and Park Services Division has control over administration, programming, permitting, and maintenance of all Parks related functions.

Part 2  
2024 Operating and Capital (by Department)

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Recreation and Parks</b>					
<b>Expenditures</b>					
Recreation Administration	1,626,910	1,624,343	698,508	-57.1%	-928,402
Recreation Administrative Services	594,762	742,365	589,976	-0.8%	-4,787
Recreation Facilities Services	8,982,294	8,731,955	9,823,888	9.4%	841,594
Recreation Programs	2,097,764	1,784,246	2,061,561	-1.7%	-36,204
	<b>13,301,730</b>	<b>12,882,909</b>	<b>13,173,932</b>	<b>-1.0%</b>	<b>-127,798</b>
<b>Revenues</b>					
Recreation Administration	81,900	89,375	88,006	7.5%	6,106
Recreation Administrative Services	571,057	494,961	550,950	-3.5%	-20,107
Recreation Facilities Services	5,178,121	4,832,289	5,720,933	10.5%	542,812
Recreation Programs	1,229,071	1,027,816	1,206,150	-1.9%	-22,921
	<b>7,060,149</b>	<b>6,444,441</b>	<b>7,566,039</b>	<b>7.2%</b>	<b>505,891</b>
<b>Net Requirements</b>					
Recreation Administration	1,545,010	1,534,968	610,501	-60.5%	-934,509
Recreation Administrative Services	23,705	247,404	39,026	64.6%	15,320
Recreation Facilities Services	3,804,173	3,899,666	4,102,955	7.9%	298,781
Recreation Programs	868,693	756,430	855,411	-1.5%	-13,283
	<b>6,241,582</b>	<b>6,438,468</b>	<b>5,607,892</b>	<b>-10.2%</b>	<b>-633,689</b>

## **Recreation Administration**

The 2024 budget includes focus on the planning and implementation of the thirteen active recreation provision strategies through continued development and collaboration with local townships, school boards, user groups and our partners at Trent University and Fleming College. The provisional strategies include development of specialized recreation delivery including Pickleball, Tennis, Skateboard, Pump Bike Tracks, Dog Parks, Aquatic Facilities, Boat Launches, Disc Golf, Pavilions, Volleyball, Lawn Bowling, and Diamonds and Field Sports. Development of business plans related to these active recreation options will include consultations with the user groups, community, and partners. In alignment with the provision strategy, the budget includes recommendations to continue collection of reserves into the general reserve account to provide greater ability to access these funds for future developments.

Recreation Administration will continue work to meet community needs by incorporating adult leisure programs, learn to play and recreational sports, upgrading facilities, and introducing new facilities, such as the 16-court pickleball facility project at Bonnerworth Park. Recreation Services will continue to meet demand and apply the successful models utilized in day camps, aquatics, fitness, and youth programs and expand these areas to meet the needs of the region. The need to provide financial assistance in the community continues to grow. Recreation Services will support this with an expanded subsidy program, subsidized membership opportunities, and several free programs and events throughout the community.

During 2023, user fee supported debt for the Peterborough memorial Centre matured resulting in a significant decrease in the expenditures for 2024 as no further debt payments are required.

## **Recreation Administrative Services**

Recreation Administrative Services provides administrative supports for the recreation division as a whole including the coordination of customer and membership services, food and concessions, facility booking and permitting services. In addition, this service area is responsible for contract administration of user groups, school board joint use agreements, lease, and tenant agreements, including contracted services at Beavermead Campground, Community Gardens, and annual firework displays.

The 2024 budget includes the return to concession operations at community arenas, and food services at various recreation facilities including Sport and Wellness Centre and McDonnell Street. Quaker Foods City Square will focus on a number of community-based events moving forward including the Regional Farmers Market and community watch parties and with existing partners such as the Downtown Business Improvement Area (DBIA) will coordinate celebrations designed to animate

the downtown space creating a community hub for activities. The 2024 budget net requirement increase is due to a change in the use of reserves.

### **Recreation Facilities Services**

Recreation Facility Services provides operational support to all recreation facilities including arenas, aquatics, community centres; including Sport and Wellness Centre, and seasonal facilities; including the Marina and the City's outdoor rink located at Quaker City Square. Facility services staff strive to efficiently manage all facilities and maximize use by providing reliable, accessible, and attractive facilities that are available to all community members and users for a variety of activities, programs, events, and services. This budget includes the operational budgeting for all recreation facility operations and costing, including all facility rentals and tenant revenues, and expenditures including all operational staffing, maintenance, and repairs.

The 2024 budget includes some expenses and revenues for the Miskin Law Community Complex which is scheduled to open in Fall 2024. This facility will provide year-round ice operations, resulting in additional allocation opportunities, enhanced City recreation programming, and community sports. The inclusion of the library, walking track and multi-use spaces provides opportunity for various community services and users and services in this complex.

Healthy Planet Arena will undergo phase two of capital construction, including the replacement of the Arena floor, board system and rink lighting on the Leon's Pad. The refrigeration plant, which services both floor pads will be replaced projected to take place in the spring-summer of 2024. Kinsmen Civic Centre will provide year-round ice to all users to accommodate the project at the Healthy Planet Arena.

The increased budget is due to approved wage and benefits increases, insurance cost increases and the operating costs and revenues for the Miskin Law Community Complex opening for the final quarter of 2024. The budget includes one new position, a Recreation Booking Assistant, that was approved by Council through Report CSRS23-001.

### **Recreation Program Services**

Recreation Program Services provide divisional support in the delivery of program and partnership services and includes the staffing, planning, advertising, delivery, supervision, and evaluations of recreation programs. The service area involves the community with a variety of programming options focused on a diverse demographic and includes programs for adults, children, families, and youth within areas such as aquatics, beaches, fitness, sport, instructional and recreation opportunities,

Part 2  
2024 Operating and Capital (by Department)

---

and summer and school break day camps. This service area coordinates marketing, communication, and sponsorship on behalf of the division.

The 2024 budget includes revenues and expenses associated with programming, including:

Expansion of the youth portfolio to include more youth drop-in programs, leadership programs, workshops and certifications including babysitting, first aid, and involves youth leadership through the Youth Council and Youth Commission. The area coordinates annual events including National Youth Week and Canada Day Celebrations.

Children and Family programs will include children's drop-in programs, children's fitness, dance, and martial arts. Swim programs and Summer Day Camps continue to be successful with continuing programming in PA, Holiday and Winter Breaks, birthday party packages and adaptive swim lessons.

Introduction of Adult focused programming which began in 2023 will continue focusing on land and aquatic fitness, yoga, learn to play programs in a variety of sports, as well as a variety of workshops and learning sessions designed to engage older adults. Sport programs continue to grow to support the expanding population and sporting options will include court sports such as Pickleball and Tennis.

The budget includes the hosting of community special events such as Sno-Fest, Youth Week, Recreation and Parks Month, and Sport Expos.

**Recommendation**

**That any surplus funds at the end of 2024 for the Recreation and Parks division be transferred to the General Recreation Reserve.**

Part 2  
2024 Operating and Capital (by Department)

**Recreation Services Facilities – Capital Budget**

**City of Peterborough**  
**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Community Services Recreation Services Facilities																
Ice Resurfacers - All Arenas	20-104	1,260.0	180.0	180.0		180.0			172.2	7.8	180.0	180.0	180.0	180.0	540.0	540.0
Recreation Facilities Parking Lot Pavement Repairs	24-122	100.0		100.0		100.0	100.0									
Memorial Centre - Electrical Power Panels	24-123	25.0		25.0		25.0	25.0									
Facility Upgrade - Community Arenas	18-082	590.0	125.0								250.0	250.0	215.0	215.0		
Facility Upgrades - Memorial Centre	19-063	1,843.1	493.1								150.0	150.0	500.0	500.0	700.0	700.0
Equipment Replacement - Arena Division	20-105	310.0	95.0								60.0	60.0			155.0	155.0
Total		4,128.1	893.1	305.0		305.0	125.0		172.2	7.8	640.0	640.0	895.0	895.0	1,395.0	1,395.0

### **Ice Resurfacers – All Arenas**

Ice resurfacers are replaced on a rotating basis and based on life cycle analysis. This plan ensures reliable ice resurfacing is carried out to maintain quality ice surfaces, improve air quality and emissions, and ensure reliability of back-up machines to avoid service disruptions. The estimated life of an ice resurfer is approximately 10 years for primary machines, at which point replacement is recommended. The transition to electric machines began in 2023 with the purchase of the City's first electric resurfacing machine. The continued renewal program will recommend replacement of end-of-life dual fuel powered machines for electric equipment to support climate change initiatives through reduced greenhouse gas emissions from machine fueling consumption.

### **Recreation Facilities Parking Lot Pavement Repairs**

Various recreation facilities parking lots require capital repairs in order to address safety and reliability concerns. The intended scope of work is to ensure operational maintenance and repair of various facilities parking lots in order to maintain current lifespan until capital replacements in future years. Identified facilities for repairs include the Healthy Planet Arena, Kinsmen Centre, PMC and PSWC.

### **Memorial Centre – Electrical Power Panels**

This project will provide enhanced electrical power services to support the needs for various concerts and major events at the PMC, while replacing end of life equipment.

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Recreation Services Facilities	Ice Resurfacers - All Arenas
--------------------------------	------------------------------



Part 2  
2024 Operating and Capital (by Department)

---

**Recreation and Parks – Capital Budget**

**City of Peterborough**  
**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Community Services Recreation																
PSWC - Customer Service Reception Accessibility Upgrades	24-121	120.0		120.0		120.0				120.0						
Beavermead Campground Park Implementation	18-154	2,073.4	1,465.4	80.0		80.0				80.0	82.0	82.0	84.0	84.0	362.0	362.0
Marina Septic System Replacement	23-005	25.0		25.0		25.0				25.0						
Del Crary Park Upgrade	17-157	6,550.0	100.0										3,700.0	3,700.0	2,750.0	2,750.0
Recreation Division Vehicle	23-027	100.1	55.1												45.0	45.0
Total		8,868.5	1,620.5	225.0		225.0				225.0	82.0	82.0	3,784.0	3,784.0	3,157.0	3,157.0

### **PSWC – Customer Service Reception Accessibility Upgrades**

Previous Accessibility audits have determined the needs for accessibility improvements to enhance the services delivered to PSWC members and community patrons. The current desk is original to the facility and does not currently include modernized AODA standards for services. Plans for 2024 works include design and construction of counters and workstations to support both staff and public services at the main customer service desk and fitness and aquatic centre entrance.

### **Beavermead Campground Park Implementation**

A need was identified to upgrade facilities at the park to become more competitive in the camping business. Council has entered into a five-year agreement (with the option to renew for an additional five years) with Otonabee Region Conservation Authority to operate the campground. A condition of that agreement is that certain improvements to land and amenities at the campground are provided by the City, to ensure the physical space at the campground is conducive to a viable campground operation.

Two strategic projects outlined in the Beavermead Campground Strategy Plan are now completed, with the completion of the Beavermead Campground Washroom in 2020 and the completion of the Beavermead Entry Gatehouse project in 2022. Annual allocations in 2024 and beyond are for projects such as installing fencing along the eastern edge of the campground, screen plantings for privacy between the campsites, removal of buckthorn from the creek's edge, and replacing it with native species to enhance biodiversity in the water's edge and stabilize erosion prone banks, repair, and maintenance of the interior roadway.

### **Marina Septic System Replacement**

The Marina is currently using a temporary system that was purchased in 2018. This unit is required to be replaced with a permanent unit and the existing 60-gallon container housing which is approximately 15 years old will also be replaced.

## Recreation and Parks – Other Capital Budget

### City of Peterborough Other Capital Budget Summary 2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Community Services Recreation																
Sports Tourism Sponsorship	18-148	500.0	250.0	75.0		75.0				75.0	75.0	75.0	25.0	25.0	75.0	75.0
Total		500.0	250.0	75.0		75.0				75.0	75.0	75.0	25.0	25.0	75.0	75.0

### Sports Tourism Sponsorship

The City has made considerable investment in new state of the art sport facilities over the past five years, including new artificial Turf fields at Fleming College, Thomas A Stewart & Holy Cross Secondary Schools, official size baseball diamond, and sport field with lighting on the east bank of Trent University lands. These investments came with the intention of attracting major sport tourism events, which would generate a positive economic sport tourism benefit to the community. This budget will support expenses up to \$75,000 per year related to activities to attract and host major sport tourism events, organized, and hosted by third parties. The City will work with Peterborough and Kawartha Economic Development to identify and secure sport tourism events. This project is funded from the Municipal Accommodation Tax reserve.

## Fire Services - Operating Budget

The Peterborough Fire Services (PFS) division provides fire protection services including suppression, public fire and life safety education, training, communications, fire prevention, Fire Code inspections and fire cause determination investigations. The Division also provides fire suppression and public fire and life safety services utilizing the three lines of defense as recognized by the Fire Protection and Prevention Act (FPPA): (i) Public Education, (ii) Fire Safety Standards and Enforcement, and (iii) Fire and Emergency Response.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Fire Services</b>					
<b>Expenditures</b>					
Fire Services	19,259,077	19,735,331	20,189,906	4.8%	930,830
	19,259,077	19,735,331	20,189,906	4.8%	930,830
<b>Revenues</b>					
Fire Services	1,034,582	1,034,157	1,087,020	5.1%	52,438
	1,034,582	1,034,157	1,087,020	5.1%	52,438
<b>Net Requirements</b>					
Fire Services	18,224,495	18,701,174	19,102,886	4.8%	878,392
	18,224,495	18,701,174	19,102,886	4.8%	878,392

Approximately 85% of the PFS Operating Budget is applied to salaries and benefits. PFS staff includes a Fire Chief, Deputy Fire Chief, Manager of Staffing and Logistics, 1.6 FTE Administrative Assistants and 107 FTEs in Suppression and Support Services. In 2023, PFS will continue to focus on succession planning as several staff members are eligible or scheduled to retire.

PFS also provides fire and emergency dispatch/communication services to all eight neighbouring municipalities within Peterborough County, and all seven municipalities within Northumberland County.

Part 2  
2024 Operating and Capital (by Department)

---

Any increased dispatch costs are offset by the associated revenues from the other municipalities.

PFS continues to operate a Technical Level Hazmat Program. All related training and equipment costs are funded by the Province.

Council Report CAOFS21-006 Fire Service Suppression Staffing recommended that there is a need to improve the depth of response for Peterborough Fire Services. Part a) of the report was approved in the 2022 Budget that added 8 FTEs (which provided 2 FTEs per shift) and 1 Trainer. Part b) of the report recommended that the Fire Chief forward staffing requests in future budget cycles using a phased in approach over a number of years. Each budget year beginning with 2024 will include a request for 4 Firefighters (1 per shift) over a 5-year period for a total of 20 FTEs. The 2024 budget includes the cost of 4 additional Fire Fighters.

**Fire Services – Capital Budget**

**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Community Services																	
Fire Services																	
Fire Fighter Equipment and Personal Protective Equipment (PPE)	19-069	3,023.4	1,249.4	524.8		524.8	6.6	76.0		442.2	175.6	175.6	176.4	176.4	897.2	897.2	
Fire Apparatus Replacement/Additions	20-067	8,844.4	2,782.4	170.0		170.0				170.0	2,700.0	2,700.0	950.0	950.0	2,242.0	2,242.0	
Total		11,867.8	4,031.8	694.8		694.8	6.6	76.0		612.2	2,875.6	2,875.6	1,126.4	1,126.4	3,139.2	3,139.2	

**Fire Fighter Equipment and Personal Protective Equipment (PPE)**

PPE has an operational life of 5-10 years and includes specially designed pants and coats, gloves, helmets, boots, and other protective clothing to fire service standards. This program allows for the replacement of decommissioned PPE to ensure firefighters are suitably equipped to remain in-service when their primary set of PPE has been taken out of service for cleaning and/or repairs. Supplying the additional set of required PPE to each firefighter is mandated by the Ministry of Labour.

The 2024 will be used to purchase 40 Self Contained Breathing Apparatus that have reached their maximum anticipated life.

**Fire Apparatus Replacement/Additions**

The ongoing replacement of apparatus will lower maintenance costs in future years. To meet the proposed capital expenditures, the annual contribution of \$300,000 from the operating budget to the Fire Vehicle Equipment Reserve Fund will need to be maintained. Two support units will be replaced in 2024.

An aspect of the following projects addresses Climate Mitigation and or Climate Adaptation:

Fire Services	Fire Apparatus Replacement/Additions
---------------	--------------------------------------

Part 2  
2024 Operating and Capital (by Department)

**Library – Operating Budget**

<b>City of Peterborough</b> <b>2024 Operating Budget</b>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Peterborough Public Library</b>					
<b>Expenditures</b>					
Library	3,512,222	3,508,345	4,011,354	14.2%	499,132
	<b>3,512,222</b>	<b>3,508,345</b>	<b>4,011,354</b>	<b>14.2%</b>	<b>499,132</b>
<b>Revenues</b>					
Library	228,706	245,856	250,856	9.7%	22,150
	<b>228,706</b>	<b>245,856</b>	<b>250,856</b>	<b>9.7%</b>	<b>22,150</b>
<b>Net Requirements</b>					
Library	3,283,516	3,262,489	3,760,498	14.5%	476,982
	<b>3,283,516</b>	<b>3,262,489</b>	<b>3,760,498</b>	<b>14.5%</b>	<b>476,982</b>

The Library's 2024 budget reflects an increase in library programming, activities, and events post-pandemic. An internal staffing reorganization was implemented in 2022 to shift the staffing focus to a service-centric model, with the goal of ensuring the continued growth and success of the Library.

The Library is seeing an increase in technology costs associated with software licenses and product subscription fees. The costs associated with library book vendors and digital collections have also increased, largely due to publisher agreements and the fluctuating exchange rate of the US dollar. There has been a notable increase in digital collection usage since 2020.

A new library branch was approved as part of the Miskin Law Community Complex opening in late 2024. Funds have been included in the 2024 budget to recognize the costs to operate the new branch for the 4th quarter. Included are costs for the space lease, programs, collection development, outreach, events, and activities, as well as 1.5 FTEs for a Public Service Team Lead position and 0.5 FTE for a Public Service Marketing position.

## Library – Capital Budget

### City of Peterborough Tangible Capital Budget Summary 2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Community Services Peterborough Public Library																
2024 Collections Acquisitions	24-102	6,404.0		550.4		550.4		242.0		308.4	560.4	560.4	570.6	570.6	4,722.6	4,722.6
Book Kiosk	20-102	314.4	150.2	52.3		52.3		49.7		2.6					111.8	111.8
Total		6,718.4	150.2	602.7		602.7		291.7		311.0	560.4	560.4	570.6	570.6	4,834.4	4,834.4

## Collections Acquisition

2024 sees the opening of a library branch at the Peterborough Community Complex at Morrow Park, resulting in additional collection acquisitions funding to support services at this facility. The addition of the self-serve Kiosks (two in 2023) and the new branch at the Peterborough Community Complex (in 2024) will aid in spreading out the physical collection across the city for easier access by the community. The primary collection will still be housed at the Main Branch.

The library maintains a zero-growth practice for the physical collection. For every item purchased, an equivalent one is withdrawn. Collection growth and expansion is managed through the purchase of electronic resources and the downloadable collection. Circulation statistics have shown a marked increase and demonstrate a growing use of the electronic collection, particularly e-audiobooks and streaming services. Increasing item costs, publisher restrictions, exchange rates and licencing for digital formats make meeting demands challenging.



### **Book Kiosk**

Self-serve Book Kiosks are located at the Peterborough Sport and Wellness Centre (PSWC), the Peterborough Regional Health Centre (PRHC), and Bata Library (Trent). These machines act as additional library service points and provide a model for additional cooperative services at City facilities and community locations.

The Kiosks provide library members with the opportunity to borrow materials from a self-serve kiosk with their library card while at select locations. Materials will vary based on the location. Selections available are modified as needed to suit the interests of those borrowing from that location.

Since opening in 2021, the Kiosks have seen regular usage, with an average of 50% of its items being regularly checked out. A fourth Kiosk installation at a yet-to-be-determined location is planned for 2024 using library reserves and development charges.

Part 2  
2024 Operating and Capital (by Department)

**Social Services – Operating Budget**

The Social Services Division provides the personnel, corporate administration and other client program and support costs to deliver financial assistance, life stabilization, homelessness, housing, and children's services programs in the City and County of Peterborough.

<b>City of Peterborough</b> <b>2024 Operating Budget</b>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Social Services</b>					
Expenditures					
Children's Services	34,648,493	34,634,224	41,716,244	20.4%	7,067,751
Social Assistance	42,104,621	42,059,248	42,508,219	1.0%	403,598
Housing & Homelessness	24,046,857	24,010,647	29,447,318	22.5%	5,400,461
	100,799,971	100,704,119	113,671,780	12.8%	12,871,809
Revenues - County Contribution					
Children's Services	702,793	694,098	712,062	1.3%	9,269
Social Assistance	867,232	859,861	927,517	7.0%	60,285
Housing & Homelessness	6,324,366	6,325,756	6,732,444	6.5%	408,078
	7,894,391	7,879,715	8,372,023	6.1%	477,631
Revenues - Provincial & Other					
Children's Services	32,456,331	32,465,168	39,558,496	21.9%	7,102,165
Social Assistance	36,745,128	36,745,128	36,946,124	0.5%	200,996
Housing & Homelessness	-11,654,899	-11,616,195	-16,299,423	39.9%	-4,644,524
	80,856,358	80,826,491	92,804,043	14.8%	-11,947,685
Net Requirements					
Children's Services	1,489,369	1,474,958	1,445,686	-2.9%	-43,684
Social Assistance	4,492,261	4,454,259	4,634,578	3.2%	142,317
Housing & Homelessness	6,067,592	6,068,696	6,415,451	5.7%	347,859
	12,049,221	11,997,913	12,495,714	3.7%	446,493

Part 2  
2024 Operating and Capital (by Department)

<b>City of Peterborough</b> <b>2024 Operating Budget</b>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Social Assistance</b>					
<b>Expenditures</b>					
Ontario works Administration	10,437,132	10,391,759	10,789,734	3.4%	352,602
Ontario Works Mandatory Benefits	29,828,848	29,828,848	30,032,098	0.7%	203,250
Discretionary Benefits	1,628,641	1,628,641	1,476,387	-9.3%	-152,254
Poverty Reduction Initiatives	70,000	70,000	70,000	0.0%	0
Homemakers and Nurses	140,000	140,000	140,000	0.0%	0
	<b>42,104,621</b>	<b>42,059,248</b>	<b>42,508,219</b>	<b>1.0%</b>	<b>403,598</b>
<b>Revenues - Provincial and Other</b>					
Ontario works Administration	5,631,200	5,631,200	5,631,200	0.0%	0
Ontario Works Mandatory Benefits	29,828,848	29,828,848	30,032,098	0.7%	203,250
Discretionary Benefits	1,173,080	1,173,080	1,170,826	-0.2%	-2,254
Homemakers and Nurses	112,000	112,000	112,000	0.0%	0
	<b>36,745,128</b>	<b>36,745,128</b>	<b>36,946,124</b>	<b>0.5%</b>	<b>200,996</b>
<b>Revenues - County Contribution</b>					
Ontario works Administration	816,666	809,295	876,951	7.4%	60,285
Discretionary Benefits	34,666	34,666	34,666	0.0%	0
Poverty Reduction Initiatives	11,900	11,900	11,900	0.0%	0
Homemakers and Nurses	4,000	4,000	4,000	0.0%	0
	<b>867,232</b>	<b>859,861</b>	<b>927,517</b>	<b>7.0%</b>	<b>60,285</b>
<b>Net Requirements</b>					
Ontario works Administration	3,989,266	3,951,264	4,281,583	7.3%	292,317
Discretionary Benefits	420,895	420,895	270,895	-35.6%	-150,000
Poverty Reduction Initiatives	58,100	58,100	58,100	0.0%	0
Homemakers and Nurses	24,000	24,000	24,000	0.0%	0
	<b>4,492,261</b>	<b>4,454,259</b>	<b>4,634,578</b>	<b>3.2%</b>	<b>142,317</b>

Part 2  
2024 Operating and Capital (by Department)

<b>City of Peterborough</b> <b>2024 Operating Budget</b>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Children's Services</b>					
<b>Expenditures</b>					
Directly Operated Programs	2,339,298	2,317,775	2,485,135	6.2%	145,837
Child Serv. Core & Expansion Funding	13,847,262	13,847,262	13,904,731	0.4%	57,469
Early Learning Child Care	1,067,212	1,135,415	1,135,415	6.4%	68,203
Children's Services Admin	772,172	770,589	763,501	-1.1%	-8,671
EarlyOn Child & Family Centres	1,387,067	1,442,798	1,442,798	4.0%	55,731
CWELCC	15,235,482	15,120,385	21,984,664	44.3%	6,749,182
	<b>34,648,493</b>	<b>34,634,224</b>	<b>41,716,244</b>	<b>20.4%</b>	<b>7,067,751</b>
<b>Revenues - County Contribution</b>					
Directly Operated Programs	181,436	173,178	165,285	-8.9%	-16,151
Child Serv. Core & Expansion Funding	467,454	467,454	482,062	3.1%	14,608
Children's Services Admin	53,903	53,466	64,715	20.1%	10,812
	<b>702,793</b>	<b>694,098</b>	<b>712,062</b>	<b>1.3%</b>	<b>9,269</b>
<b>Revenues - Provincial &amp; Other</b>					
Directly Operated Programs	1,776,592	1,776,592	1,984,283	11.7%	-207,691
Child Serv. Core & Expansion Funding	12,386,469	12,386,469	12,443,938	0.5%	-57,469
Early Learning Child Care	1,067,212	1,135,415	1,135,415	6.4%	68,203
Children's Services Admin	603,509	603,509	567,398	-6.0%	-36,111
EarlyOn Child & Family Centres	1,387,067	1,442,798	1,442,798	4.0%	55,731
CWELCC	15,235,482	15,120,385	21,984,664	44.3%	6,749,182
	<b>32,456,331</b>	<b>32,465,168</b>	<b>39,558,496</b>	<b>21.9%</b>	<b>7,102,165</b>
<b>Net Requirements</b>					
Directly Operated Programs	381,270	368,005	335,566	-12.0%	-45,704
Child Serv. Core & Expansion Funding	993,339	993,339	978,731	-1.5%	-14,608
Children's Services Admin	114,760	113,614	131,388	14.5%	16,628
	<b>1,489,369</b>	<b>1,474,958</b>	<b>1,445,686</b>	<b>-2.9%</b>	<b>-43,684</b>

Part 2  
2024 Operating and Capital (by Department)

<div> <div>City of Peterborough</div> <div>2024 Operating Budget</div> </div>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Housing and Homelessness</b>					
<b>Expenditures</b>					
Ontario Aboriginal Housing	1,440,000	1,440,000	1,112,761	-22.7%	-327,239
Home Ownership Program	210,000	210,000	275,000	31.0%	65,000
Rent Choice	3,253,056	3,253,056	3,338,289	2.6%	85,233
Peterborough Housing Corp	3,918,976	3,918,976	4,175,449	6.5%	256,473
Federal & Provincial Portfolio	5,435,142	5,435,142	5,011,717	-7.8%	-423,425
Housing Resource Centre	456,750	456,750	463,601	1.5%	6,851
Social Housing Administration	967,079	970,984	1,069,686	10.6%	102,607
Canada-Ontario Community Housing Initiative	432,585	413,456	1,449,616	235.1%	1,017,031
Housing Access Peterborough	98,672	97,259	102,624	4.0%	3,952
Ontario Priorities Housing Initiative	899,800	880,225	850,675	-5.5%	-49,124
Homeless Prevention Program	6,934,799	6,934,799	9,092,399	31.1%	2,157,601
Modular Housing Support	0	0	2,505,500	0.0%	2,505,500
	<b>24,046,857</b>	<b>24,010,647</b>	<b>29,447,318</b>	<b>22.5%</b>	<b>5,400,461</b>
<b>Revenues - County Contribution</b>					
Rent Choice	985,367	985,368	1,150,260	16.7%	164,893
Peterborough Housing Corp	1,742,779	1,742,779	1,950,644	11.9%	207,865
Federal & Provincial Portfolio	2,612,347	2,612,347	2,612,347	0.0%	0
Housing Resource Centre	182,000	182,000	185,816	2.1%	3,816
Social Housing Administration	538,663	540,838	567,965	5.4%	29,302
Housing Access Peterborough	54,960	54,174	57,162	4.0%	2,201
Homeless Prevention Program	208,250	208,250	208,250	0.0%	0
	<b>6,324,366</b>	<b>6,325,756</b>	<b>6,732,444</b>	<b>6.5%</b>	<b>408,078</b>
<b>Revenues - Provincial &amp; Other</b>					
Ontario Aboriginal Housing	1,440,000	1,440,000	1,112,761	-22.7%	-327,239
Home Ownership Program	210,000	210,000	275,000	31.0%	65,000
Rent Choice	1,483,994	1,483,994	1,273,190	-14.2%	210,804
Peterborough Housing Corp	790,109	790,109	673,395	-14.8%	-116,714
Federal & Provincial Portfolio	745,111	745,111	321,686	-56.8%	-423,425
Housing Resource Centre	130,000	130,000	130,000	0.0%	0
Social Housing Administration	0	0	50,000	0.0%	-50,000
Canada-Ontario Community Housing Initiative	432,585	413,456	1,449,616	235.1%	1,017,031

Part 2  
2024 Operating and Capital (by Department)

<b>City of Peterborough</b> <b>2024 Operating Budget</b>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
Ontario Priorities Housing Initiative	899,800	880,225	850,675	-5.5%	-49,125
Homeless Prevention Program	5,523,300	5,523,300	7,657,600	38.6%	2,134,300
Modular Housing Support	0	0	2,505,500	0.0%	-2,505,500
	<b>11,654,899</b>	<b>11,616,195</b>	<b>16,299,423</b>	<b>39.9%</b>	<b>-4,644,524</b>
<b>Net Requirements</b>					
Rent Choice	783,694	783,694	914,839	16.7%	131,145
Peterborough Housing Corp	1,386,088	1,386,088	1,551,410	11.9%	165,322
Federal & Provincial Portfolio	2,077,684	2,077,684	2,077,684	0.0%	0
Housing Resource Centre	144,750	144,750	147,785	2.1%	3,035
Social Housing Administration	428,416	430,146	451,721	5.4%	23,305
Housing Access Peterborough	43,712	43,085	45,462	4.0%	1,751
Homeless Prevention Program	1,203,249	1,203,249	1,226,549	1.9%	23,301
	<b>6,067,592</b>	<b>6,068,696</b>	<b>6,415,451</b>	<b>5.7%</b>	<b>347,859</b>

**Social Services Municipal Costs are allocated based on formulas set out in the Consolidated Municipal Services Management Agreement with the County of Peterborough**

The Municipal Costs are allocated to the City and County based on formulas that are set out in the Consolidated Municipal Services Management Agreement between the City and the County. The current agreement expires December 31, 2024.

**Social Services**

In 2024, the Social Services Division will continue to work on several existing and new initiatives. Some of the significant items that will have or may have budget implications are the following:

- Continuing the implementation of the Canada-Wide Early Learning and Child Care program (CWELCC).
- Analyzing impact of new Children's Services funding model on the local childcare system when it is introduced later in 2024.
- Continuing with the Children's Services system expansion plan and working with the Ministry and Community Partners to fund and meet expansion targets.
- Starting November 2023, participate as one of 3 CMSMs, in a pilot with Ministry of Community, Children's and Social Services to expand the work that the provincial Intake and Benefit Administration Unit (IBAU) does for the centralized intake process.
- Continue to fund and develop the modular temporary housing program, including the supports provided to the residents of the homes, as well as the new winter response overnight drop-in and daily programming.
- Addressing ongoing pressures on existing systems, including emergency shelters (continuous high volumes, staffing shortages), affordable housing, and childcare (available spaces, attraction, and retention of qualified staff, etc.).
- Affordable housing operations and development will be transferred to the new Municipal Services Corporation
- Developing strategies for the End of Operating Agreements in Community Housing

**Social Assistance**

Ontario Works (OW) Administration covers administrative and client program costs of Social Assistance such as staffing, office space, supplies, services, and programs to prepare clients for referrals to local employment services.

Again in 2024 the province is freezing the Program Delivery Funding to municipalities for OW administration at 2018 actual expenditures (less \$1.6 million reduction with move to EST prototype municipality).

The City of Peterborough continues to implement significant changes in the administration of the Ontario Works (OW) program as a prototype site for the province-wide transformation of social assistance. Full implementation of the Social Assistance Renewal Plan was delayed in early 2022 with no indication of a timeline to continue moving forward. The Renewal Plan includes shifting the shared responsibilities for OW and the Ontario Disabilities Support Program (ODSP) at both the provincial and municipal levels. Municipalities will case manage and collaborate with a range of community partners to provide stability supports and discretionary benefits as well as the full range of other municipal benefits. The Province will provide financial supports, financial controls, and back-end supports that can be centralized.

Municipal work is being completed with a person-centred lens, connecting services, and navigating broader needs such as childcare, housing, physical, mental health, and addictions supports. Technology improvements expand client access to digital service channels including texting, email, and MY BENEFITS while maintaining walk-in services. More flexible options create opportunities for services outside the traditional office setting.

In 2022, 696 clients were referred to Employment Ontario service providers for job search and job placement supports.

The 2022 OW actual caseload average was 2,972, and the 2023 budgeted average caseload is 3,350. The actual average caseload for the first eight months of 2023 was 3,023. 2024 average caseload has been set at 3,357 as numbers are expected to increase across the province.

The City/County cost share of municipal expenses for OW Administration will remain at 83%/17%.

### **Ontario Works Mandatory Benefits**

Ontario Works mandatory benefits are paid to clients if they meet eligibility requirements. These benefits include but are not limited to shelter, basic allowance, temporary care, diabetic and surgical supplies, medical transportation, pregnancy and nutritional allowance, and special diet. Mandatory benefits are funded 100% by the province.

### **Discretionary Benefits**

Discretionary benefits cover items such as funeral, vision, dental, dentures, bus pass subsidy, prosthesis, and hearing aids. The provincial funding for Discretionary Benefits caps the total eligible amount for all discretionary benefits at \$10 per OW and ODSP case per month. Any costs above the \$10 per case per month is covered 100% by the Municipality. For 2024, the city is contributing \$235,695 to City Discretionary Benefits, a reduction of \$150,000 from 2023.



### **Children's Services**

The City is the Service System Manager for Children's Services in the City and County. As such, the Division plans, manages, and oversees many provincial programs. The provincial programs include fee subsidy, special needs resourcing, Canada Wide Early Learning and Child Care (CWELCC), EarlyON Child and Family Centres, Canada-Ontario Early Learning Child Care (ELCC), Licensed Home Child Care Base Funding, and other funding programs to financially support local Early Years and licensed childcare programs and capacity building.

Cost sharing with the County on the municipal costs are determined by the licensed childcare spaces in the city and the county. There has been an increase of spaces in the city and a bigger increase in the county. As a result, for 2024, the cost share is 67% City, and 33% County, a change from 2023 of 68% City and 32% County.

In April 2022, the Provincial and Federal governments jointly announced the Canada-Wide Early Learning and Child Care (CWELCC) plan. This plan provides financial support to Childcare agencies to reduce the parental cost for childcare agencies that opt-in to CWELCC. The roll out of CWELCC is incremental. Funding received by the City is to be used towards achieving the objectives of:

- 1) Providing a 25% fee reduction in 2022, 52.75% in 2023 and achieve an average parent fee of \$10 a day by 2025-26 for licensed childcare spaces;
- 2) Increasing access to child-care through the creation of new spaces;
- 3) Addressing barriers to provide inclusive childcare; and
- 4) Valuing the early childhood workforce and providing them with training and development opportunities.

In June 2022, Council approved the directly operated childcare programs opting in to the CWELCC program. By the beginning of 2024, all fees for children 0-5 years of age will be reduced by 52.75% of the fees as of March 27, 2022. Kindergarten-aged fees will be reduced to a minimum of \$12 per day. Fees for the school-aged programs for children 6-12 years of age will be increased by 2% as they are not included in the CWELCC program.

During 2023, the Ministry has been working on a new funding model for providing provincial funds to Service Managers to fund childcare agencies in their area. In September 2023, the Ministry indicated that the current funding model will remain in place for at least the first eight months of 2024, pending the announcement of the new funding approach. The 2024 budget has been built on the current funding model.

## **Housing and Homelessness**

The City of Peterborough is the provincially designated Consolidated Municipal Service Manager (CMSM) for Housing and Homelessness Services in the city and county. This responsibility includes:

- a portfolio of approximately 2,000 social housing units in the city and county (1,569 of the units are Rent Geared to Income units)
- management, administration, and program compliance of 16 independent non-profit providers and Peterborough Housing Corporation (PHC)
- management, collaborative planning, administration, and program compliance for homelessness programs
- working toward ending homelessness through a coordinated and collaborative community-wide system response
- ensuring access to Social Housing using a centralized wait list, and
- completion of an annual Housing and Homelessness plan progress report.

Housing and Homelessness services are also responsible to plan, administer and fund housing options from shelters to affordable housing. Increasing pressures since the pandemic continue to highlight the need to provide safe and housing-focused shelter, prevent homelessness and find innovative permanent housing solutions.

Subsidy payments to community housing providers will be reduced as we reach the end of mortgages and end of operating agreements. The Community Housing Strategic Plan Study is being completed to recommend funding models moving forward.

Housing and Homelessness services are funded by the Province with the balance cost shared between the City and County. The Consolidated Municipal Service Manager Agreement uses the previous year's weighted average current value assessment to calculate the city-county proportionate housing share. The cost share for 2024 is 44.3% for the City and 55.7% for the County, unchanged from 2023. Homelessness funding from the County is capped at \$204,000 annually as per the CMSM agreement.

As of April 1, 2022, provincial homelessness funding was consolidated under the Homelessness Prevention Program (HPP). The funding allocation was increased for the 2023/24 fiscal year by \$2,493,300 for a total of \$7,657,600 and is expected to stay at that level through to March 31, 2026. The funds will be used to support homelessness initiatives, including the Wolfe St. Modular Bridge Housing, which will house 50 clients in individual units, with 24/7 supports. HPP funding was used for the capital costs and will be used for program supports of this project, including an additional winter response program.

Part 2  
2024 Operating and Capital (by Department)

---

Homelessness Services has service contracts with local partners as part of a homelessness system response. The system continues to experience financial pressures related to increased demand, exponential increases in the cost of housing, low incomes, low vacancy rates, and individuals with increasingly complex social, mental health and addiction challenges. The strategic direction is towards creating permanent housing, while balancing the need for emergency responses.

The units at Hunt Terraces, constructed by PHC, were ready for occupancy in 2023, with the City funding rent supplements to thirty units, some of which will be dedicated to individuals from the Homelessness By-Name Priority list. This is a collaboration with VON, and FourCAST to provide on-site supports to the individuals in the units. There was an increase in the municipal rent supplement budget to help support the addition of these units.

**Social Services Reserve**

The Social Services General Assistance Reserve continues to fund projects and deal with system pressures, especially in Homelessness.

**Overall – Net City/County Share**

Overall, the County's net share of the Social Services operating budget has increased by \$477,631 or 6.1% and the City's net share has increased \$446,493 or 3.7%.

**Recommendations**

**That any remaining unused Children's Services net budget at the end of 2024 be transferred to the Early Learning Child Development Reserve, subject to the overall year end position and that, if actual 2024 Children's Services costs exceed the 2024 Budget, funds may be drawn from the Reserve.**

**That any remaining unused Social Services net budget at the end of 2024 be transferred to the General Assistance Reserve, subject to the overall year end position and that, if actual 2024 Social Services costs exceed the 2024 Budget, funds may be drawn from the Reserve.**

**That any surplus in the 2024 Housing Operating Budget at the end of 2024 be transferred to the Housing Reserve, subject to the overall year end position and that, if actual 2024 Housing costs exceed the 2024 Budget, funds may be drawn from the Housing Reserve.**

**That any surplus in the 2024 Housing Choice Rent Supplement Program at the end of 2024 be transferred to the Housing Choice Rent Supplement Reserve, subject to the overall year-end position and that, if actual 2024 Rent Supplement costs exceed the 2024 Budget, funds may be drawn from the Rent Supplement Reserve.**

**That any unused Homelessness net budget at the end of 2024 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 2024 Homelessness costs exceed the 2024 Budget, funds may be drawn from the Reserve.**

Part 2  
2024 Operating and Capital (by Department)

---

**Housing and Homelessness – Other Capital Budget**

**City of Peterborough**  
**Other Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Community Services Housing and Homelessness																
Incentives For Affordable Housing	15882	45,459.4	10,708.0	850.0	200.0	650.0				650.0	885.0	675.0	921.8	701.3	32,094.6	23,824.8
Building Condition Assessments (BCA)	14881	1,250.0	250.0								250.0	112.5			750.0	337.5
Housing - Capital Repairs	13880	5,375.0	975.0								150.0	66.5	175.0	78.8	4,075.0	1,833.8
Total		52,084.4	11,933.0	850.0	200.0	650.0				650.0	1,285.0	854.0	1,096.8	780.0	36,919.6	25,996.0

**Incentives for Affordable Housing**

To stimulate the production of affordable housing the city provides support in various forms such as development charge rebates, municipal tax savings, land contributions and building fee discounts for developers. In July 2020, Council approved the review of the 10-year Housing and Homelessness Plan, including targets to achieve 2,680 new affordable housing units, 580 supportive housing units as well as 796 affordable homeownership units by 2029

Part 2  
2024 Operating and Capital (by Department)

**Financial Services Other Financial Summary – Operating Budget**

The Capital Financing Costs and Other Financial section sets out a number of corporate-type expenses that are not attributable to any particular Department, but which, for the most part, are administered by the Finance and Corporate Support Services Department.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Financial Services Other Financial Summary - Operating Budget</b>					
<b>Financial Services - Other Financial</b>					
<b>Capital Financing Costs</b>					
Tax Supported Capital Financing Costs	23,428,007	22,138,517	25,476,130	8.7%	2,048,123
Non-Tax Supported Financing Costs	12,230,065	12,230,065	12,608,000	3.1%	377,935
Waste Water Reserve Revenue	-2,500,000	-2,500,000	-2,500,000	0.0%	0
<b>Net Capital Financing Charges</b>	<b>33,158,072</b>	<b>31,868,582</b>	<b>35,584,130</b>	<b>7.3%</b>	<b>2,426,058</b>
Property Taxation Costs	3,021,901	3,009,522	3,021,540	0.0%	-361
Other Expenditures	58,753	-52,359	1,611,390	2,642.7%	1,552,637
Contingency	283,066	297,000	800,000	182.6%	516,934
<b>Total Net Expenditures</b>	<b>36,521,792</b>	<b>35,122,745</b>	<b>41,017,060</b>	<b>12.3%</b>	<b>4,495,268</b>

Part 2  
2024 Operating and Capital (by Department)

**Capital Financing Costs**

<div> <div>City of Peterborough</div> <div>2024 Operating Budget</div> </div>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Capital Financing Costs</b>					
Revenue					
Capital Levy	3,968,780	3,968,780	3,179,180	-19.9%	-789,600
Transfer to FRMP Reserve from Capital Levy	1,046,000	1,046,000	1,332,000	27.3%	286,000
Transfer to Waste Water Reserve Fund	3,100,000	3,100,000	3,720,000	20.0%	620,000
<b>Tax Supported Capital Financing</b>	<b>8,114,780</b>	<b>8,114,780</b>	<b>8,231,180</b>	<b>1.4%</b>	<b>116,400</b>
Tax Supported Debt Charges	15,283,227	13,993,737	17,214,950	12.6%	1,931,723
<b>Total Gross Tax Supported Capital Financing Costs</b>	<b>23,398,007</b>	<b>22,108,517</b>	<b>25,446,130</b>	<b>8.75%</b>	<b>2,048,123</b>
<b>Non Tax Supported Capital Financing Costs</b>					
COPHI Dividend	5,208,000	5,208,000	5,208,000	0.0%	0
Transfer to Casino Gaming Reserve	3,000,000	3,000,000	3,400,000	13.3%	400,000
Legacy Fund Reserve	1,522,065	1,522,065	1,500,000	-1.4%	-22,065
Transfer to FRMP Reserve from Sewer Surcharge Revenue	2,500,000	2,500,000	2,500,000	0.0%	0
<b>Total Non Tax Supported Capital Financing Costs</b>	<b>12,230,065</b>	<b>12,230,065</b>	<b>12,608,000</b>	<b>3.1%</b>	<b>377,935</b>
<b>Debenture Expense</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>0.0%</b>	<b>0</b>
<b>Total Gross Capital Financing Costs</b>	<b>35,658,072</b>	<b>34,368,582</b>	<b>38,084,130</b>	<b>6.80%</b>	<b>2,426,058</b>
Revenue					
Waste Water Reserve Revenue	2,500,000	2,500,000	2,500,000	0.0%	0
	2,500,000	2,500,000	2,500,000	0.0%	0
<b>Total Net Capital Financing Costs</b>	<b>33,158,072</b>	<b>31,868,582</b>	<b>35,584,130</b>	<b>7.3%</b>	<b>2,426,058</b>

### **Capital Levy**

The \$3.2 million Capital Levy provision represents the amount of money raised in the 2024 Operating Budget to directly finance the 2024 Capital projects. Additional details are provided in the 2024 Capital Financing Supplementary Information section of the Highlights Book.

### **Transfers to Reserves and Reserve Funds**

A \$1.3 million portion of the 2024 regular Capital Levy is being transferred to the Capital Levy supported Flood Reduction Master Plan Reserve (FRMP) to fund specific FRMP Capital projects.

A \$3.7 million amount raised through the tax levy is being transferred to the Wastewater Reserve Fund to fund stormwater Capital projects. This represents the \$0.62 million allocation for 2018, 2019, 2020, 2022, 2023 and 2024.

In 2021, there was a one-time reallocation of the \$0.62 million to tax supported debt.

### **Tax Supported Debt Charges**

The \$17.2 million amount for 2024 for Tax Supported Debt Charges represents principal and interest to be paid on tax supported debt that has been issued, or that may be issued during 2024 from current or previous years' approvals. Tax Supported Debt Charges exclude debt service payments recoverable from other non-tax sources such as Development Charges, Court House lease payments, Arena user fees and the Wastewater Reserve Fund.

The Capital Financing Plan, approved by Council based on Report CPFS12-011 and updated with Report CLSFS21-024 and CLSFS23-033, is intended to address the need to move forward with much needed capital works. For 2024, the increase for additional capital financing through the Capital Financing Policy is recommended at 1.0%.

### **COPHI Dividend**

This dividend is used to bolster the annual capital levy provision. For the 2024 budget, the amount is estimated at \$5.208 million, the same as 2023.



**Casino Gaming**

Casino revenues have continued to rebound after the pandemic and the 2024 budget includes \$3.4 million of funding from OLG. The Casino revenues are contributed in their entirety to the Casino Gaming Reserve to fund various capital projects as approved by Council.

**Legacy Fund**

The proceeds from the sale of PDI assets to Hydro One were used to establish a Legacy Fund. The 2024 budget includes \$1.5 million of the investment income earned on the Legacy Fund to be used to support the capital budget.

Part 2  
2024 Operating and Capital (by Department)

**Property Taxation Costs (\$3.0 million)**

<div> <div>City of Peterborough</div> <div>2024 Operating Budget</div> </div>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Property Taxation Costs</b>					
Expenditures					
Central Area Revitalization	443,340	443,340	443,340	0.0%	0
Brownfields Tax Assistance CIP	205,000	205,000	205,000	0.0%	0
Mun. Property Assessment Corp	947,761	947,761	950,000	0.2%	2,239
Mun Age 55-64 tax Cr	19,000	19,000	16,000	-15.8%	-3,000
Charitable Rebates	280,000	280,000	280,000	0.0%	0
General Tax Write-offs	1,000,000	1,000,000	1,000,000	0.0%	0
ODSP Tax Credit	6,000	6,722	7,200	20.0%	1,200
Senior Citizens Tax Credit	120,800	107,699	120,000	-0.7%	-800
	3,021,901	3,009,522	3,021,540	0.0%	-361

### Central Area Community Improvement Plans (CIP)

The purpose of the Central Area CIP is to provide financial incentives to stimulate private sector investment and revitalization of the Central Area. The CIP contains grant programs meant to help improve the appearance and the structure of commercial buildings, encourage the conversion of upper floor space for residential use, and stimulate the environmental clean-up and redevelopment of older, abandoned industrial and commercial sites that may be contaminated.

The 2024 Budget provision of \$648,340 includes the following incentives:

Central Area Revitalization Grant	\$443,340
Brownfields Tax Assistance Program	\$205,000
<b>Total</b>	<b>\$648,340</b>

### Municipal Property Assessment Corporation

The provision for the Municipal Property Assessment Corporation (MPAC) is estimated at \$950,000 for 2024. MPAC is responsible for assessing all property in Ontario and operates under the authority of the **Municipal Property Assessment Corporation Act**.

### Tax Credit for Low Income Seniors and People with Disabilities

Through three separate programs, this activity provides \$143,200 (2023 - \$145,800) in funding to protect low-income seniors and low-income people with disabilities from tax increases. The programs \$400 flat rate approved through Report CPFS17-002 was amended through Report CLSFS22-034 to include an indexing based on the Ontario All-item August CPI. The rate of 2024 will be \$444. Any homeowner who was receiving a higher amount under the previous program was legacied at the higher amount.

### Tax Remissions

A General Tax write-off provision in the amount of \$1 million for City owned properties provides for municipal tax losses due to assessment appeals and tax reductions and cancellations that may occur under various sections of the **Municipal Act, 2001**. Subject to the overall year-end position, any surplus or deficit budget at the end of the year is netted to a reserve for tax write-offs.

### **Rebates to Registered Charities**

City By-law 98-122 established a tax rebate for registered charities program that was made mandatory under the provisions of the **Municipal Act** as part of the assessment/tax reforms implemented in 1998. To qualify for mandatory relief, the charity had to be a registered charity as defined in Subsection 248 (1) of the **Income Tax Act** (Canada) that has a registration number issued by the Canada Customs and Revenue Agency.

In 2005, through Report FAFS05-040 dated November 7, 2005, Council opted to increase the rebate from 40% to 100% effective for the taxation year 2006 and onwards.

With the approval of the 2020 Budget, Council approved a change to this program. Beginning in 2020, the charitable rebate will decrease by 5% per year for 5 years so that by 2024 the rebate will be the lesser of 75% of taxes payable or \$50,000.

The 2024 Budget includes the final decrease to the rebate to the lesser of 75% of taxes payable or \$50,000.

### **Recommendations**

**That any adjustment to the City's 2024 requirement for the Municipal Property Assessment Corporation (MPAC), be netted against the City's 2024 General Contingency provision.**

**That any unused portion of the 2024 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 2024 tax write-off costs exceed the 2024 Budget, funds may be drawn from the Allowance for Doubtful Accounts Reserve.**

Part 2  
2024 Operating and Capital (by Department)

**Other Expenditures**

<div> <div>City of Peterborough</div> <div>2024 Operating Budget</div> </div>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Other Corporate Expenditures</b>					
Expenditures					
Corporate Employee Benefits	-1,141,427	-1,332,074	290,000	-125.4%	1,431,427
Police - Noise Control	25,000	25,000	25,000	0.0%	0
Insurance and Risk Management	1,156,200	1,117,395	1,172,500	1.4%	16,300
Policing Costs for Little Lake Music Fest	16,000	16,000	16,000	0.0%	0
Contribution Doctors Recruitment Incentive Reserve Fund	100,000	100,000	100,000	0.0%	0
Police Board Honorarium	21,320	21,320	21,640	1.5%	320
Contribution to MAT Reserve	275,000	420,000	425,000	54.5%	150,000
MAT Transfer to PKED	275,000	420,000	425,000	54.5%	150,000
Americredit Lease Expense	2,837,544	2,837,544	2,837,544	0.0%	0
Contingency	164,726	297,000	800,000	385.7%	635,274
	3,729,363	3,922,185	6,112,684	63.9%	2,383,321
Revenues					
MAT Revenues	550,000	840,000	850,000	54.5%	300,000
Americredit Lease Revenue	2,837,544	2,837,544	2,837,544	0.0%	0
Police DC Reserve			13,750	0.0%	13,750
	3,387,544	3,677,544	3,701,294	9.3%	313,750
<b>Net Requirement</b>	341,819	244,641	2,411,390	605.5%	2,069,571

### **Corporate Employee Benefits**

The Sick Leave Reserve is used to pay for vested sick leave benefits. At the end of 2023, this reserve has an estimated balance of \$2.3 million. There are also additional unfunded post-employment benefits such as retirement benefits, life insurance, worker's compensation and vacation pay entitlements. While there is no legislation requiring the City to fund these liabilities, the City has established an Employee Benefits Reserve to begin to address the issue. The balance in the Post-Employment Employee Benefits Reserve is estimated to be \$3.6 million at the end of 2023 to fund future liabilities of \$21.5 million based on an actuarial review.

### **Insurance and Risk Management**

The \$1,172,500 insurance provision includes \$500,000 for estimated deductible payments: \$648,800 for premium payments for corporate coverage and \$60,000 for broker fees. Any surplus or deficit budget at the end of the year is netted to an Insurance Reserve, which is estimated to have an uncommitted balance of \$437,830 at December 31, 2023.

### **Contribution to Doctors Recruitment Incentive Reserve**

The current uncommitted balance in the reserve fund is estimated to be \$82,125 at the end of 2023. A provision of \$100,000 is included in the budget to fulfill future expected commitments for doctors who begin to practice within the City.

### **Americredit Lease Expense/Revenue**

The City of Peterborough leases the property at 200 Jameson Drive with a sub-lease to General Motors Financial of Canada Ltd. (GMFC). On May 13, 2019, Council approved Report CLSOCS19-005 approving an extension to the sublease agreement for this property with GMFC. Through this agreement, which ends July 31, 2026, GMFC pays the full rent and operating costs of the property.

### **Municipal Accommodation Tax**

With Council's approval of Report CLSFS19-016 dated April 25, 2019, Municipal Accommodation Tax (MAT) of 4% on the purchase price of transient accommodation was adopted. By-law 19-063 establishing MAT came into effect within the City of Peterborough on October 1, 2019.

## Part 2

### 2024 Operating and Capital (by Department)

Half of the net revenues from the MAT are transferred to PKED, as the legislation requires 50% of the MAT collected be shared with an “eligible tourism entity.” The City’s portion of the funds are transferred to a reserve to be used for funding tourism related projects and events.

With the lessening of COVID-19 restrictions accommodation revenues and MAT are moving towards pre-COVID-19 levels, as a result the budget for MAT has been increased for 2024. For 2024, it is estimated that the City will receive \$850,000 in MAT revenue, of which \$425,000 will be transferred to PKED and the remaining \$425,000 will be transferred to the MAT reserve for future use.

### 2024 Capital Projects to be funded from Municipal Accommodation Tax Reserve

2024 Budget Municipal Accommodation Tax Reserve Funded Projects										
Project Description	Project #	Total Project	Approved pre-2024	2024						
				Total Costs	Rev	Net costs	Debt	Capital Levy	Other Reserves and Trusts	Municipal Accommodation Tax Reserve
Bowers park WR & Maint Bldg Replace Eavestrough	24-118	25.0	0.0	25.0		25.0				25.0
Bonnerworth Park Redevelopment Project	24-051	4,425.0	0.0	2,035.0		2,035.0	1,980.0		52.3	2.7
Sports Tourism Sponsorship	18-146	500.0	0.0	75.0		75.0				75.0
Marina Septic System Replacement	23-005	25.0	0.0	25.0		25.0			11.1	13.9
Central Area Master Plan Implementation	10791	2,035.0	1,385.0	75.0		75.0				75.0
Downtown Built Environmental Outdoor Patio Program	24-129	770.0	0.0	70.0		70.0				70.0
City Branding	17-071	227.0	177.0	25.0		25.0				25.0
Website Refresh	24-098	50.0	0.0	50.0		50.0				50.0
Total		8,057.0	1,562.0	2,380.0	0.0	2,380.0	1,980.0	0.0	63.4	336.6

### **Contingency Provision**

The contingency provision of \$800,000 is included for legal, personnel and other contingency items.

At the end of each year, if there is an unused portion of the contingency budget, subject to overall year end position, the surplus budget is transferred to the capital levy reserve to be used to help fund the capital works program in the following year.

### **Recommendations**

**That any unused Employee Benefits Budget at the end of 2024 be transferred to the Employee Benefits Reserve, subject to the overall year-end position, and that, if actual 2024 employee benefits exceed the 2024 Budget, funds may be drawn from the Employee Benefits Reserve.**

**That any unused Insurance Budget at the end of 2024 be transferred to the Insurance Reserve, subject to the overall year-end.**

**That any adjustment to the City's 2024 requirement for the Insurance Budget, be netted against the City's Insurance Reserve.**

**That any unused 2024 Contingency Budget at the end of 2024 be transferred to the Capital Levy Reserve to be used for Capital works subject to the overall 2024 year-end position.**



Part 2  
2024 Operating and Capital (by Department)

**Transfers To Organizations For Provision Of Services Summary – Operating Budget**

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Transfers to Organizations for Provision of Services Summary - Operating Budget</b>					
<b>Transfers to Organizations for Provision of Services</b>					
Police Services	30,425,272	30,504,581	35,075,187	15.3%	4,649,915
Fairhaven	1,600,000	1,600,000	1,623,250	1.5%	23,250
Peterborough County/City Paramedics Service	6,132,193	6,117,663	6,381,266	4.1%	249,073
Otonabee Region Conservation Authority	830,795	830,795	855,118	2.9%	24,323
Peterborough Public Health	1,541,352	1,541,352	1,780,741	15.5%	239,389
Peterborough and the Kawartha's Economic Development	1,081,332	1,081,332	1,241,133	14.8%	159,801
Peterborough Humane Society	454,825	454,825	457,060	0.5%	2,235
Innovation Cluster	144,230	144,230	146,393	1.5%	2,163
DBIA	177,500	177,500	177,500	0.0%	0
VBIA	0	0	0	0.0%	0
	<b>42,387,499</b>	<b>42,452,278</b>	<b>47,737,648</b>	<b>12.6%</b>	<b>5,350,149</b>

Part 2  
2024 Operating and Capital (by Department)

---

This page intentionally left blank



### **Peterborough Police Services - Operating Budget**

In accordance with the **Comprehensive Ontario Police Services Act, 2019**, the Peterborough Police Service has a separate budget process, which includes submission to, and approval by, the Police Services Board. In accordance with Section 50 of the **Comprehensive Ontario Police Services Act, 2019**:

**50. (1) A municipality that maintains a municipal board shall provide the board with sufficient funding to,**

- (a) provide adequate and effective policing in the municipality; and**
- (b) pay the expenses of the board's operation, other than the remuneration of board members.**

**50. (2) A municipal board shall submit operating and capital estimates to the municipality that show, separately, the amounts that will be required to,**

- (a) provide adequate and effective policing in the municipality, including the amounts required to provide the police service with required**

**equipment and facilities, having regard for the various ways that the board can discharge this obligation; and**

- (b) to pay the expenses of the board's operation other than the remuneration of board members**

Subsections 4 and 5 of Section 50 stipulate that:

**50. (4) Upon reviewing the estimates, the municipality shall establish an overall budget for the board for the purposes described in clauses (1) (a) and (b) and, in doing so, the council is not bound to adopt the estimates submitted by the municipal board.**

**50. (5) In establishing an overall budget for the municipal board, the municipality does not have the authority to approve or disapprove specific items in the estimates.**

### **Police Services 2023 Request**

The Police Services Board 2024 request of \$35,075,187 is 15.3%, or \$4,651,318, higher than 2023.

In addition to funding from the City, the increase in budgeted net expenditures of \$4,651,318 includes revenue increases of \$253,224 and a decrease in contributions from Police reserves of \$(830,000).

### **Recommendations**

**That any unused Police Services Legal Fees Budget at the end of 2024 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 2024 Police legal fees costs exceed the 2024 Budget, funds may be drawn from the Policing Legal Fees Reserve.**

**That any unused Police Services Budget at the end of 2024 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 2024 Police Services costs exceed the 2024 Budget, funds may be drawn from the Police Special Projects Reserve.**

Part 2  
2024 Operating and Capital (by Department)

---

**City of Peterborough**  
2024 Operating Budget

Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Police Services</b>					
Expenditures					
Police Services	36,393,660	36,474,371	40,468,201	11.2%	4,074,542
	36,393,660	36,474,371	40,468,201	11.2%	4,074,542
<b>Police Services Revenue</b>	5,969,790	5,969,790	5,393,014	-9.7%	-576,776
<b>Net Police Services Expenditure</b>	30,423,870	30,504,581	35,075,187	15.3%	4,651,318
<b>Net Cost Police Services</b>	30,423,870	30,504,581	35,075,187	15.3%	4,651,318

Part 2  
2024 Operating and Capital (by Department)

---

**Peterborough Police Services – Capital Budget**

**Tangible Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After		
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net	
Police Services Peterborough Police Service																	
Various Police Capital Projects 2024	22-047	9,044.5	2,656.4	1,508.3		1,508.3	1,508.3				1,076.3	1,076.3	1,099.8	1,099.8	2,703.7	2,703.7	
Total		9,044.5	2,656.4	1,508.3		1,508.3	1,508.3				1,076.3	1,076.3	1,099.8	1,099.8	2,703.7	2,703.7	

**Various Police Capital Projects**

The Police Capital Budget includes \$1,508,260 to fund Fleet Renewal - \$580,532, IT System and Improvements - \$711,028 and Other Equipment - \$216,700.

Part 2  
2024 Operating and Capital (by Department)

**Other Capital Budget Summary**  
2024-2033 & Subsequent Years

Project Description	Ref	Project Total	Approved Pre-2024	2024							2025		2026		2027 & After	
				Total Costs	Rev	Net Cost	Cap Levy	Dev Chg	Deb	Other	Total	Net	Total	Net	Total	Net
Police Services Peterborough Police Service																
Police Service Strategic Plan	16-136	597.5	157.5												440.0	440.0
Total		597.5	157.5												440.0	440.0

**Police Service Strategic Plan**

The Business Plan is mandated by Section 30 of the Adequacy and Effectiveness Regulation (O.Reg. 3/99) of the current **Police Services Act**.

Part 2  
2024 Operating and Capital (by Department)



**Fairhaven Long Term Care Home**

Fairhaven is a municipally funded long-term care home located in the City of Peterborough. The City funds two-thirds of Fairhaven operations and Peterborough County funds one-third.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Fairhaven</b>					
<b>Expenditures</b>					
Fairhaven	1,600,000	1,600,000	1,623,250	1.5%	23,250
	1,600,000	1,600,000	1,623,250	1.5%	23,250
<b>Net Requirements</b>					
Fairhaven	1,600,000	1,600,000	1,623,250	1.5%	23,250
	1,600,000	1,600,000	1,623,250	1.5%	23,250



Part 2  
2024 Operating and Capital (by Department)

---

The following chart shows the amount of the total \$1,882,250 support for Fairhaven for 2024.

Fairhaven	2023 Approved	2024 Requested	% Change	\$ Change
Transfer to Fairhaven Reserve	50,000	50,000	0.0%	0
Operating Support	1,550,000	1,573,250	1.5%	23,250
Total Operating	1,600,000	1,623,250	1.5%	23,250
Capital Financing	253,600	259,000	2.1%	5,400
Total Support for Fairhaven	1,853,600	1,882,250	1.5%	28,650

### Operating Support

Fairhaven requested operational funding from the City in the amount of \$1,573,250, an increase of \$23,250 from the 2023 Budget.

### Contribution to Reserve

With the end of the Debt Servicing commitment in 2021, a portion of those funds have been contributed to reserve for Fairhaven future capital needs.

### Fairhaven Capital Funding

Fairhaven has limited revenue sources, and the Ministry of Health and Long-Term Care does not provide funding for capital projects, equipment, or the building. As part of report CPFS12-062 dated September 4, 2012, Council resolved that beginning with the 2013 Capital Budget, an annual provision would be included in each draft Capital Budget to support Fairhaven's on-going capital program. The provision for 2024 is \$259,000 (2023 - \$253,000).



### Peterborough County/City Paramedics Service (PCCP)

The County of Peterborough is the delivery agent for both the City and the County. PCCP provides care, treatment, and transportation to the residents and visitors of Peterborough County, City, and surrounding areas.

The fundamental mission of the Peterborough County/City Paramedics is:

- To be available on a 24-hour basis to respond with optimum speed and efficiency to all emergencies;
- To provide emergency patient care to the public we serve. Emergency patient care includes the stabilization, treatment, and transportation of the acute and critically injured; and
- The transport of patients between health care facilities or to or from residences for admission, discharge and/or treatment.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Peterborough County/City Paramedics</b>					
<b>Expenditures</b>					
Peterborough County/City Paramedics Service	6,207,193	6,192,663	6,556,159	5.6%	348,966
	6,207,193	6,192,663	6,556,159	5.6%	348,966
<b>Revenues</b>					
Peterborough County/City Paramedics Service	75,000	75,000	174,893	133.2%	99,893
	75,000	75,000	174,893	133.2%	99,893
<b>Net Requirements</b>					
Peterborough County/City Paramedics Service	6,132,193	6,117,663	6,381,266	4.1%	249,073
	6,132,193	6,117,663	6,381,266	4.1%	249,073

Part 2  
2024 Operating and Capital (by Department)

---

The City's portion of the PCCP expenses for 2024 has been budgeted at \$6.4 million or a 4.1% increase over the 2023 funding request.

The cost share between the City and the County is based on population as per the 2021 census. The City's share is 56.64% (2023 – 56.64%).

The budget is a preliminary estimate until the County 2024 budget is approved in early 2024. Once the final 2024 budget is known, it is recommended that any adjustments to the City's portion of the PCCP budget be netted against the 2024 general contingency provision.

**Recommendations**

**That any adjustments to the City's portion of the 2024 Peterborough County/City Paramedics Services Budget be netted against the 2024 General Contingency Provision.**

**That any unused Peterborough County/City Paramedics Services (PCCP) Budget at the end of 2024 be transferred to the PCCP Reserve, subject to the overall year-end position and that, if the actual 2024 PCCP costs exceed the 2024 Budget, funds may be drawn from the PCCP Reserve.**

Part 2  
2024 Operating and Capital (by Department)



**Otonabee Region Conservation Authority (ORCA)**

ORCA is a community-based environmental agency that protects, restores, and manages the natural resources within the Otonabee Region watershed. Otonabee Conservation works with its eight member municipalities to create a healthy, environmentally diverse watershed that improves the quality of life for residents, makes our area more appealing to visitors and new business, and helps to ensure a more vibrant regional economy.

<b>City of Peterborough</b>					
<b>2024 Operating Budget</b>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Otonabee Regional Conservation Authority</b>					
<b>Expenditures</b>					
Otonabee Region Conservation Authority	830,795	830,795	855,118	2.9%	24,323
	<b>830,795</b>	<b>830,795</b>	<b>855,118</b>	<b>2.9%</b>	<b>24,323</b>
<b>Net Requirements</b>					
Otonabee Region Conservation Authority	830,795	830,795	855,118	2.9%	24,323
	<b>830,795</b>	<b>830,795</b>	<b>855,118</b>	<b>2.9%</b>	<b>24,323</b>

The 2024 budgeted contribution is \$855,118, which represents a 2.9% increase over the 2023 amount. The budgeted amount includes \$18,500 for Source Water Protection.

**Recommendation**

**That any adjustments to the City's portion of ORCA's 2024 Budget be netted against the City's 2024 General Contingency provision.**

Part 2  
2024 Operating and Capital (by Department)



### Peterborough Public Health Operating Budget

Peterborough Public Health (PPH) serves residents throughout the City and County of Peterborough and offers a wide range of programs and services ranging from healthy eating workshops, poverty reduction initiatives, and oral health clinics to controlling infectious disease outbreaks, water safety and sexual health clinic services.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Peterborough Public Health</b>					
<b>Expenditures</b>					
Peterborough Public Health	1,644,880	1,644,880	1,780,741	8.3%	135,861
	<b>1,644,880</b>	<b>1,644,880</b>	<b>1,780,741</b>	<b>8.3%</b>	<b>135,861</b>
<b>Revenues</b>					
Peterborough Public Health	103,528	103,528		-100.0%	-103,528
	<b>103,528</b>	<b>103,528</b>	<b>0</b>	<b>-100.0%</b>	<b>-103,528</b>
<b>Net Requirements</b>					
Peterborough Public Health	1,541,352	1,541,352	1,780,741	15.5%	239,389
	<b>1,541,352</b>	<b>1,541,352</b>	<b>1,780,741</b>	<b>15.5%</b>	<b>239,389</b>

The local share of public health costs, after deducting the MOH contribution, is allocated to the City, County, Curve Lake First Nation and Hiawatha First Nation based on population. The City's contribution amount included in the 2024 budget is the PPH requested amount of \$1,780,741, an increase of 15.5%.



## Peterborough and the Kawarthas Economic Development (PKED)

PKED is the regional economic development organization contracted to provide a variety of economic development services for the City and County of Peterborough.

<b>City of Peterborough</b> <b>2024 Operating Budget</b>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Peterborough and the Kawartha's Economic Development</b>					
<b>Expenditures</b>					
Peterborough and the Kawartha's Economic Development	1,081,332	1,081,332	1,241,133	14.8%	159,801
	<b>1,081,332</b>	<b>1,081,332</b>	<b>1,241,133</b>	<b>14.8%</b>	<b>159,801</b>
<b>Net Requirements</b>					
Peterborough and the Kawartha's Economic Development	1,081,332	1,081,332	1,241,133	14.8%	159,801
	<b>1,081,332</b>	<b>1,081,332</b>	<b>1,241,133</b>	<b>14.8%</b>	<b>159,801</b>

Report CAO19-014, dated December 2, 2019, approved an agreement between the City, County of Peterborough, and the Greater Peterborough Area Economic Development Corporation, operating as PKED, for the four-year period January 1, 2020 to December 31, 2023. The agreement obligates the City and County to participate in the funding of the Greater Peterborough Area Economic Development Corporation over the four-year period. This agreement was subsequently extended to December 31, 2024. There are

two components to the transfer to PKED, core funding for Economic Development and Physician Recruitment. The City's share of core funding for 2024, using the 2021 census figures, is \$1,015,112. The amount for Physician Recruitment is \$226,021 for the total of \$1,241,133. The Physician Recruitment funding request has increased from \$1/population to \$2.50/population for 2024, an increase of \$144,799 over 2023.

Part 2  
2024 Operating and Capital (by Department)



### Peterborough Humane Society

Peterborough Humane Society (PHS) provides animal control services including enforcement of the City's animal control by-law and provincial legislation. PHS also operates the City's Pound and issues dog and cat licenses.

In addition to providing services to the City, the PHS is an affiliate member of the Ontario Society for the Prevention of Cruelty to Animals ("OSPCA"), mandated to prevent cruelty to animals, including domestic, livestock/farm, working animals, zoos, and wildlife. The PHS advocates responsible pet ownership through education, in addition to operating a shelter and fundraising activities.

This role is separate and apart from that of the PHS's contractual arrangements with the City, but it allows the City to benefit from the expertise and training of the OSPCA officers who enforce the City's by-laws and the highest standards of animal care that are set out in the **OSPCA Act**. The City pays an all-inclusive price for the services as well as the property taxes at the PHS's facility. PHS retains Pound fees; destruction and disposal fees; dog and cat license fees and 50% of fine revenue collected.

A new City / PHS agreement was approved through Report CLSFS21-045 dated November 16, 2021. The agreement is a five-year agreement for the period ending December 31, 2026.

City of Peterborough					
2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Peterborough Humane Society</b>					
<b>Expenditures</b>					
Peterborough Humane Society	454,825	454,825	457,060	0.5%	2,235
	454,825	454,825	457,060	0.5%	2,235
<b>Revenues</b>					
	0		0	0.0%	0
<b>Net Requirements</b>					
Peterborough Humane Society	454,825	454,825	457,060	0.5%	2,235
	454,825	454,825	457,060	0.5%	2,235

Part 2  
2024 Operating and Capital (by Department)

---



**Innovation Cluster**

To provide funds to the Innovation Cluster for the City's share of operating requirements.

<b>City of Peterborough</b>					
<b>2024 Operating Budget</b>					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Innovation Cluster</b>					
<b>Expenditures</b>					
Innovation Cluster	144,230	144,230	146,393	1.5%	2,163
	<b>144,230</b>	<b>144,230</b>	<b>146,393</b>	<b>1.5%</b>	<b>2,163</b>
<b>Net Requirements</b>					
Innovation Cluster	144,230	144,230	146,393	1.5%	2,163
	<b>144,230</b>	<b>144,230</b>	<b>146,393</b>	<b>1.5%</b>	<b>2,163</b>

The Innovation Cluster has been very successful with its numerous programs and resources focused on enabling entrepreneurs to enhance their skills and launch innovative companies that create jobs in the region. 2024 represents the third year of a five-year agreement with the Innovation Cluster. The agreement includes a provision for an inflationary increase and expires December 31, 2026.



### **Business Improvement Areas**

The City has two Business Improvement Areas: The Peterborough Downtown Business Improvement Area and the Village Business Improvement Area. Both were created for the improvement, beautification and maintenance of municipally owned land, buildings, and structures in the area, beyond that provided at the expense of the City, and for the promotion of the area as a business and shopping area.

Section 205 of the **Municipal Act, 2001** states the following regarding budgets submitted by Business Improvement Areas:

- (1) A board of management shall prepare a proposed budget for each fiscal year by the date and in the form required by the municipality and shall hold one or more meetings of the members of the improvement area for discussion of the proposed budget.
- (2) A board of management shall submit the budget to council by the date and in the form required by the municipality and the municipality may approve it in whole or in part but may not add expenditures to it.

There is no net impact to the City in approving the Levy submitted on behalf of the BIAs as the amounts levied are raised annually by a special charge upon the rateable properties in each of the business areas.

Through Report CAO17-008 dated September 5, 2017, Council adopted By-law 17-095 being a by-law to implement and update local policies to guide the operation and conduct of existing and new business improvement areas for the benefit of their members and the residents of Peterborough.

## Peterborough Downtown Business Improvement Area (DBIA)



The Peterborough DBIA was designated by the City in 1981. The

boundaries are north to Murray Street, west to Bethune Street, south to Dalhousie Street, east to the Hunter Street Bridge. The DBIA represents over 400 businesses in the Downtown core.

The budget submitted by the DBIA reflects a 3.02% increase over 2023. This budget was approved and ratified by members at their Annual General Meeting on June 29, 2023.

			Change from 2023	
Budget	2023	2024	Amount	%
Levy	341,181	351,500	10,319	3.02%

### Recommendation

**That the 2024 Budget request, representing the levy required by the Downtown Business Improvement Area of the Corporation of the City of Peterborough during the year 2024 totalling \$351,500, be approved.**

### City Contributions to the DBIA

In addition to collecting the levy from members of the DBIA, the City's 2024 Operating Budget includes four additional amounts that support the activities of the DBIA.

In-kind Services Budget of \$27,500 is used to support events by helping to pay for road closures, paid-duty policing, and park rentals.

The Public Works budget includes an allocation of \$133,500 for Street Cleaning within the DBIA.

On February 13, 2017, in consideration of Report OCS17-003 – OMB Appeal – 1400 Crawford Drive, Council committed to make an additional financial contribution towards the DBIA in the amount of \$150,000 for a term of 20 years.

The following chart summarizes the funding to the DBIA.

Division	Description	2023	2024
Public Works	Street Cleaning	133,500	133,500
Other expenditures	DBIA in-kind services	27,500	27,500
DBIA	DBIA Settlement	150,000	150,000
<b>Total</b>		<b>311,000</b>	<b>311,000</b>

**The Village Business Improvement Area (VBIA)**

The 2024 budget includes \$18,360 for the VBIA, a 2% increase from 2023.

	2023	2024	Change from 2023	
			Amount	%
Budget				
Levy	18,360	18,635	275	1.50%

**Recommendation**

**That the 2024 budget for the Village Business Improvement Area of the Corporation of the City of Peterborough during the year 2024 of \$18,635, be approved.**

Part 2  
2024 Operating and Capital (by Department)

## Corporate Revenues Summary

City of Peterborough 2024 Operating Budget					
Description	2023 Approved	2023 Preliminary Actual	2024 Recommended	Variances 2023 - 2024 Budget	
				Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Corporate Revenues Summary</b>					
Corporate Revenue					
Mun Levy - Rail Right-of-Way	5,800	5,800	5,800	0.0%	0
Exempt Garbage Levy	200,000	200,000	203,000	1.5%	3,000
Municipal Supplementary Taxes	1,300,000	1,300,000	1,426,172	9.7%	126,172
Penalties and int on taxes	750,000	750,000	825,000	10.0%	75,000
Interest Earned	2,708,500	2,708,500	2,780,363	2.7%	71,863
	4,964,300	4,964,300	5,240,335	5.6%	276,035
Payment in Lieu of Taxes					
Payments in Lieu - General	4,243,400	4,243,400	4,307,050	1.5%	63,650
	4,243,400	4,243,400	4,307,050	1.5%	63,650
Other Corporate Revenue					
Legacy Fund Income	1,522,065	1,522,065	1,500,000	-1.4%	-22,065
COPHI Dividends	5,208,000	5,208,000	5,208,000	0.0%	0
Gaming and Casino	3,000,000	3,000,000	3,400,000	13.3%	400,000
Unclassified revenue	2,000	2,000	2,000	0.0%	0
US Bank Revenue	170,000	170,000	170,000	0.0%	0
Surplus	100,000	100,000	100,000	0.0%	0
	10,002,065	10,002,065	10,380,000	3.8%	377,935
	19,209,765	19,209,765	19,927,385	3.7%	717,620

### **Supplementary Tax Revenues**

For 2024, the budget for Supplementary Tax Revenues has increased to \$1,426,172. Building activity in 2024 is expected to continue to increase and MPAC has resumed visiting properties now that the provincial lockdowns due to the pandemic have ended.

### **Penalties and Interest on Taxes**

Property tax arrears as of December 31, 2022, were 3.01%, down from 3.71% as of December 31, 2021. The Penalties and Interest on Taxes budget for 2024 has increased to \$825,000 from \$750,000 in 2023, partially due to a change in the policy of when penalties are applied.

### **Interest Earned**

The 2024 Budget remains unchanged from 2023 at \$2.8 million. Stabilization of interest rates is expected in 2024.

### **Legacy Fund Investment Income**

Proceeds from the sale of PDI assets to Hydro One were used to establish a Legacy Fund, which has been invested with the ONE Investment Fund. The 2024 budget includes \$1.5 million of investment income from the Legacy Fund.

### **COPHI Dividends**



The \$5.2 million represents the dividend payments expected from the Peterborough Utilities Group of Companies and remains unchanged from 2023.

### **Casino Gaming Revenues**

A 2024 budget of \$3.4 million anticipates the return to pre-COVID-19 revenues. The Casino revenues are contributed in their entirety to the Casino Gaming Reserve to fund various capital projects as approved by Council.

In the event that Casino Revenues exceed budget the following recommendations will be required.

### **Recommendations**

**That any excess Casino Gaming revenues at the end of 2024, that exceed the capital funding requirements to be funded from the Casino Gaming Reserve:**

**i) remain in the reserve, to a maximum of \$1.0 million, to be used to finance in-year Capital requirements or as otherwise directed by Council and that**

**ii) amounts beyond the \$1 million will be used for Capital works in the 2025 Capital Budget.**

### **2023 Surplus Carried Forward as 2024 Revenue**

The 2024 Budget has been prepared assuming a surplus from 2023 operations of \$100,000 (2023 - \$100,000).

### **Recommendation**

**That any net surplus funds, after the disposition of the recommendations in this report, from 2024 operations in excess of \$100,000 be transferred to the Capital Levy Reserve to be used for Capital works.**

## **Sewer Surcharge**

### **Operating and Capital expenditures funded from Sewer Surcharge**

All of the Environmental Protection operating expenses, except the Little Lake Fountain, plus Public Works Sanitary Sewer maintenance costs, are funded through Sewer Surcharge Revenues. All of the Environmental Protection Capital works, plus Wastewater Related Capital works, are funded either through contributions from the Wastewater Reserve Fund or through Development Charges.

On February 13, 2017, in consideration of Report USEC17-001 Water Resource Protection, Council resolved the following:

- d) That, related to an increased need to maintain the City's sanitary sewer system:
  - i) Council recognize the need to, over time, increase the annual sanitary sewer funding by an additional \$3.5 million, subject to annual budget discussions; and
  - ii) In the first year, being 2018, an additional amount up to \$350,000 be included in the "All Inclusive" budget, subject to budget discussions and final budget approval.

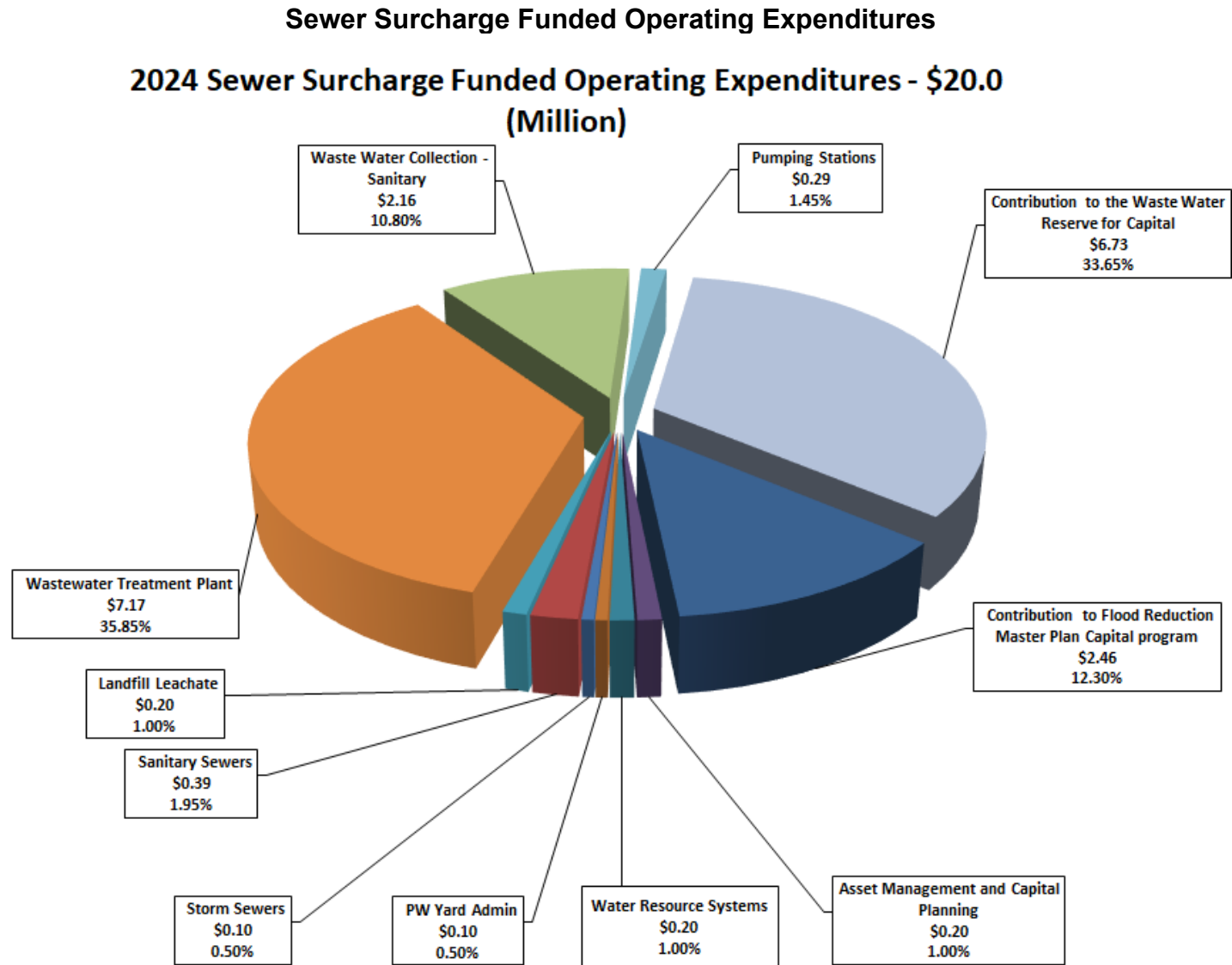
The 2024 budget \$350,000 increase in Sewer Surcharge is the sixth year of the ten-year implantation of the Water Resource Protection program. The Sewer Surcharge rate for 2024 has increased to 106.13% of the Water Rate.

### **\$20.0 million Sewer Surcharge to be raised**

The 106.13% Sewer Surcharge Rate, coupled with increased water rates and some growth, means the City will raise \$20.0 million in sewer surcharge revenues in 2024 (2023 - \$19.3 million). The amount of sewer surcharge that can be transferred into the Wastewater Reserve Fund to finance Capital works will be \$7.2 million.

### **Average Sewer Surcharge payable increases by \$7.46 (3.7%)**

For every \$100,000 in residential assessment, when the estimated 2.0% water rate increase for 2024 is considered along with the 106.13% sewer surcharge rate, there is a \$7.46 or 3.7% increase in the sewer surcharge annual amount payable over the 2023 level. The rates and levies are summarized in the following Chart.







Budget Highlights

## **Part 3: 2024 Property Taxation**

## Taxation Revenue Supplementary Information

The amount of taxation revenue, included in the 2024 Budget, to fund the net expenditures from all City activities, less corporate revenues, is \$173.8 million. The following charts show the tax levy by class of property.

Description	2023 Approved	2024 Recommended	Variances 2023 - 2024	
			Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Tax Levy</b>				
<b><u>Residential</u></b>				
Residential	107,378,913	121,497,028	13.1%	14,118,115
Multiresidential	16,143,585	18,156,685	12.5%	2,013,100
New Multi-residential	1,773,375	2,073,767	16.9%	300,392
	<b>125,295,873</b>	<b>141,727,480</b>	<b>13.1%</b>	<b>16,431,607</b>
<b><u>Commercial Industrial &amp; Business</u></b>				
<b><u>Commercial</u></b>				
Commercial Class	24,725,183	27,580,276	11.5%	2,855,093
Commercial Class Vacant Units	388,495	431,877	11.2%	43,382
Commercial Class, Vacant Land	408,923	474,498	16.0%	65,575
	<b>25,522,601</b>	<b>28,486,651</b>	<b>11.6%</b>	<b>2,964,050</b>
<b><u>Industrial</u></b>				
Industrial Class	2,635,562	2,936,325	11.4%	300,763
Industrial Tax Vacant Units	73,910	86,757	17.4%	12,847
Industrial Class, Vacant Land	165,153	152,549	-7.6%	(12,604)
	<b>2,874,625</b>	<b>3,175,631</b>	<b>10.5%</b>	<b>301,006</b>
<b><u>Other</u></b>				
Pipeline	324,395	363,493	12.1%	39,097
Farm Property	26,164	25,070	-4.2%	(1,094)
Farm Land Awaiting Development	0	0	0.0%	0
Managed Forest	683	762	11.6%	79
	<b>351,242</b>	<b>389,325</b>	<b>19.50%</b>	<b>38,082</b>
<b>Total Levied By Tax Rate</b>	<b>154,044,341</b>	<b>173,779,087</b>	<b>12.8%</b>	<b>19,734,745</b>

## **Tax Policy**

---

### **Tax Ratios and Tax Rates**

Tax ratios are applied to current value assessment to determine weighted value assessment that is, in turn, used to calculate municipal tax rates.

Tax ratios have a direct bearing on the tax rate calculations and ultimately determine the relationship that industrial, commercial, and multi-residential municipal tax rates have to the residential tax rate.

The Commercial and Industrial Classes achieved the goal of a tax ratio of 1.5% of the Residential tax ratio.

### **City is required to pass a 2024 tax ratio by-law**

Section 308 of the **Municipal Act, 2001** requires single tier municipalities to pass a by-law to establish the tax ratios for each property class, no later than April 30 of each year.

### **Recommendation**

**That a by-law be passed to establish the 2024 tax ratios for each property class as set out in the 2024 Operating Budget.**

### **Farmland Awaiting Development**

Section 313 of the **Municipal Act, 2001**, requires municipalities to establish a percentage reduction for farmland awaiting development. The minimum reduction is 25% of the residential rate. While there are presently no properties in the City of Peterborough in this category, a higher percentage reduction has been gradually phased in for several years. In 2015, the reduction percentage reached the maximum 75%. Staff recommends that the percentage remain unchanged for 2024.

### **Recommendation**

**That the 2024 tax rate for farmland awaiting development subclass be 75% of the residential rate.**

### **Taxable Assessment**

To establish a property's assessed value, MPAC analyzes property sales throughout the City. This method is called Current Value Assessment (CVA).

In addition to sales, they look at the key features of each property. Five major factors usually account for 85% of the value:

- location;
- lot dimensions;
- living area;
- age of the property, adjusted for any major renovations or additions; and
- quality of construction.

Other features that may affect value include number of bathrooms, fireplaces, garages, pools, whether properties have water frontage, and so on.

### **Re-assessment Four Year Cycle**

As part of the 2007 Ontario Budget, the Liberal government announced plans to improve the property tax system to make it “fair, predictable and sustainable”. These plans included a four-year reassessment cycle.

This phase-in program is administered by MPAC as it provides the applicable phased-in assessed values to municipalities each year in the assessment rolls.

This phase-in program applies to all property classes and all properties within each class that have experienced an assessment increase. All increases are subject to the phase-in regardless of the amount. Due to the COVID-19 restrictions, the 2020 re-assessment was postponed. Direction was given to the City by the Province to use the 2016 assessment 2020 destination values for the 2021, 2022, 2023 and 2024 taxation year. It is expected, but not confirmed, that the re-assessment originally due January 1, 2020 will be carried out in 2024. The phase-in program would then start in the 2025 taxation year.

An example helps illustrate. A residential property, where the January 1, 2016 value was \$320,000 and the January 1, 2020 destination value has increased to \$360,000, experienced an overall value increase of \$40,000, or 20%. Under the phase-in program, the final destination value of \$360,000 is not attained until year four. For the 2024 taxation year, the 2020 destination value is carried over and used for the 2024 taxation year.

### Part 3

#### Property Taxation

---

The following chart shows the effect of this sample assessment phase-in.

#### **Sample Phase-in for a Property where the Assessment is increasing from \$320,000 to \$360,000**

Taxation Year	2016	2017	2018	2019	2020	2021	2022	2023	2024
Valuation Date	January 1, 2012	January 1, 2016	January 1, 2016	January 1, 2016	January 1, 2016	January 1, 2016	January 1, 2016	January 1, 2016	January 1, 2016
CVA	\$320,000	\$360,000	\$360,000	\$360,000	\$360,000	\$360,000	\$360,000	\$360,000	\$360,000
Phase-in	0	25.00%	50.00%	75.00%	100.00%	100.00%	100.00%	100.00%	100.00%
CVA for Taxation	\$320,000	\$330,000	\$340,000	\$350,000	\$360,000	\$360,000	\$360,000	\$360,000	\$360,000

Properties that experience a decrease in value between the two-reassessment years have received their full decrease in 2017 that carries forward through to, and including, 2024.

#### **Taxable assessment for 2024 – estimated 1.2% increase**

The 2024 Budget is based on the phased-in property assessments as of January 1, 2016, updated for actual growth, and assessment adjustments. The overall taxable assessment for 2024 is estimated to remain flat over the 2023 budget level. As mentioned above, there is no phase-in of reassessment in 2024 and real growth is expected to be minimal

Part 3  
Property Taxation

---

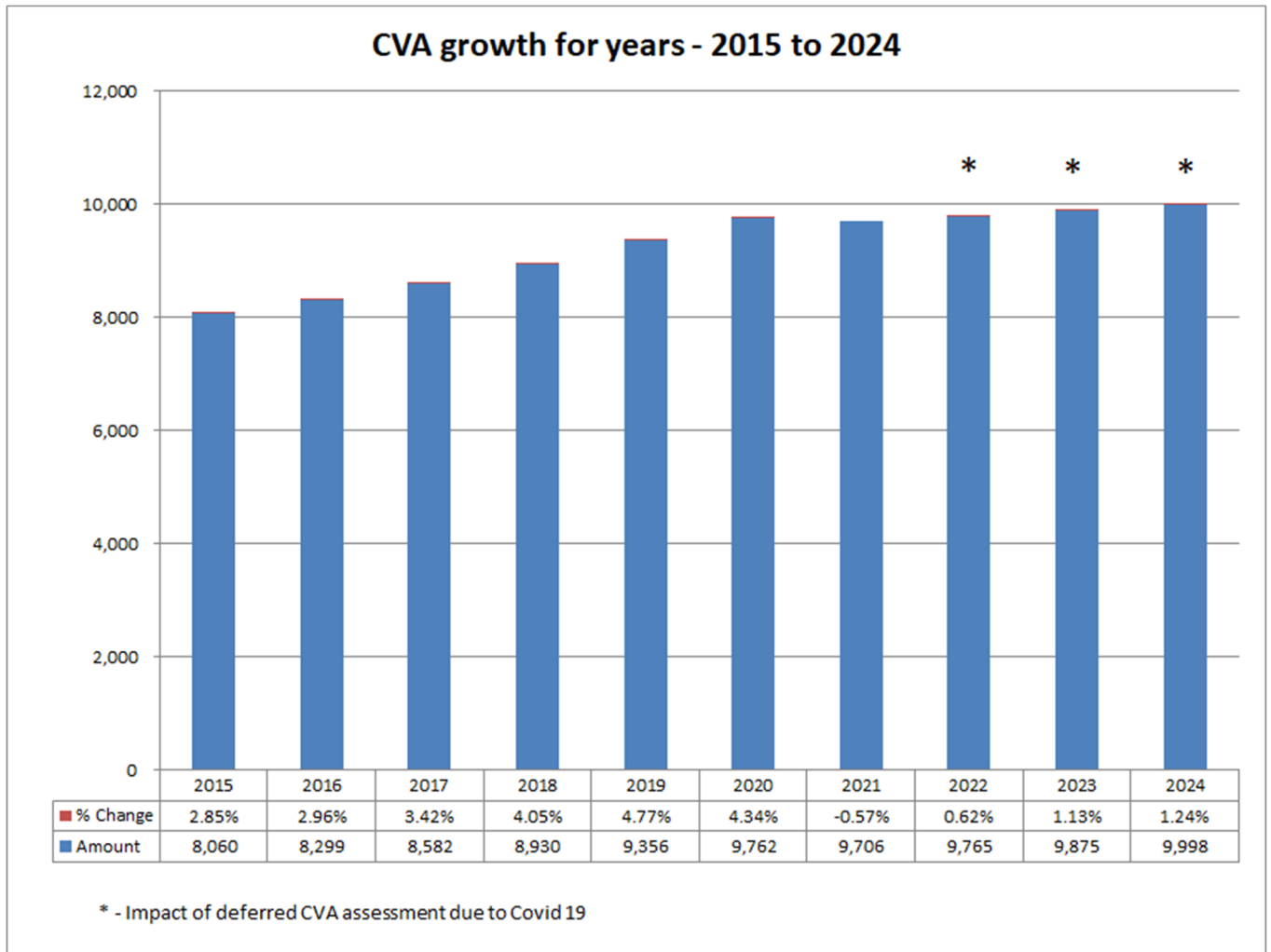
The following chart reflects the taxable assessment by class and subclass.

**2024 - 2025 Taxable CVA by Class and Sub-class**

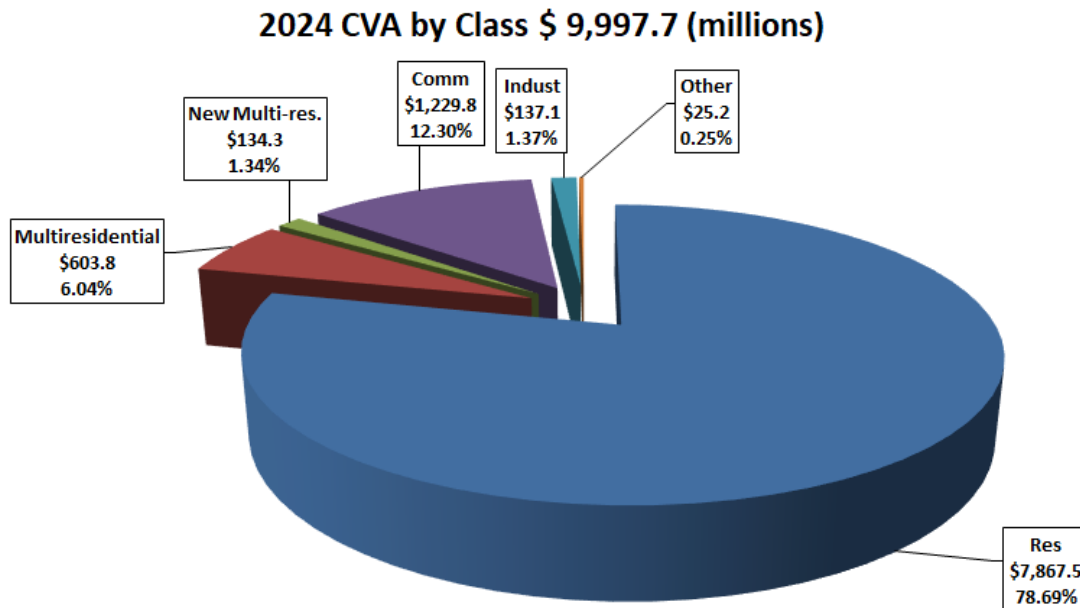
Description	2023 Approved	2024 Recommended	Variances 2023 - 2024	
			Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Current Value Assessment</b>				
<b><u>Residential</u></b>				
Residential (Taxable)	7,754,916,228	7,867,516,083	1.5%	112,599,855
Multiresidential	598,749,700	603,803,700	0.8%	5,054,000
New Multi-residential	128,073,300	134,286,390	4.9%	6,213,090
<b>Subtotal Residential</b>	<b>8,481,739,228</b>	<b>8,605,606,173</b>	<b>1.5%</b>	<b>123,866,945</b>
<b><u>Commercial</u></b>				
Commercial Class	1,190,436,860	1,190,636,618	0.0%	199,758
Commercial Class Vacant Units	18,704,766	18,644,068	-0.3%	(60,698)
Commercial Class, Vacant Land	19,688,301	20,484,001	4.0%	795,700
<b>Subtotal Commercial</b>	<b>1,228,829,927</b>	<b>1,229,764,687</b>	<b>0.1%</b>	<b>934,760</b>
<b><u>Industrial</u></b>				
Industrial Class	126,893,726	126,760,755	-0.1%	(132,971)
Industrial Tax Vacant Units	3,558,547	3,745,300	5.2%	186,753
Industrial Class, Vacant Land	7,951,600	6,585,500	-17.2%	(1,366,100)
<b>Subtotal Industrial</b>	<b>138,403,873</b>	<b>137,091,555</b>	<b>-0.9%</b>	<b>(1,312,318)</b>
<b><u>Other</u></b>				
Pipeline	18,438,000	18,528,000	0.5%	90,000
Farm Property	7,558,400	6,493,700	-14.1%	(1,064,700)
Farm Land Awaiting Development	0	0	0.0%	0
Managed Forest	197,400	197,400	0.0%	0
<b>Subtotal Other</b>	<b>26,193,800</b>	<b>25,219,100</b>	<b>-3.7%</b>	<b>(974,700)</b>
<b>Grand Total</b>	<b>9,875,166,828</b>	<b>9,997,681,515</b>	<b>1.2%</b>	<b>122,514,687</b>
<b>Grand Total</b>	<b>9,875,166,828</b>	<b>9,997,681,515</b>	<b>1.2%</b>	<b>122,514,687</b>

### CVA growth 2015-2024

The chart below shows the total taxable assessment changes for the years 2015 through to 2024.



The following chart shows the relative breakdown of the total \$9.99 billion 2024 taxable assessment by type.



### Tax Ratios and Tax Rates

Tax ratios are applied to current value assessment (CVA) to determine weighted value assessment that is, in turn, used to calculate municipal tax rates.

Tax ratios have a direct bearing on the tax rate calculations and are a factor in determining the portion of the total municipal tax levy allocated to each of the tax classes, such as, residential, industrial or commercial. As an example, for 2024, although the commercial tax class CVA is 12.3% of the total CVA, after the application of the commercial 1.5 tax ratio to the tax rate calculation the tax burden of the commercial class will be \$28.5 million 16.4% of the total \$173.8 municipal tax levy.



Part 3  
Property Taxation

---

The 2024 Budget reflects the tax ratios shown below.

**Tax Ratios – 2023 - 2024**

Description	2023 Approved	2024 Recommended	Variances 2023 - 2024	
			Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Tax Ratios</b>				
<b><u>Residential</u></b>				
Residential	1.000000	1.000000	0.0%	0.0000000
Multiresidential	1.947210	1.947210	0.0%	0.0000000
New Multi-residential	1.000000	1.000000	0.0%	0.0000000
<b><u>Commercial</u></b>				
Commercial Class	1.500000	1.500000	0.0%	0.0000000
Commercial Class Vacant Units	1.500000	1.500000	0.0%	0.0000000
Commercial Class, Vacant Land	1.500000	1.500000	0.0%	0.0000000
<b><u>Industrial</u></b>				
Industrial Class	1.500000	1.500000	0.0%	0.0000000
Industrial Tax Vacant Units	1.500000	1.500000	0.0%	0.0000000
Industrial Class, Vacant Land	1.500000	1.500000	0.0%	0.0000000
<b><u>Other</u></b>				
Pipeline	1.270600	1.270600	0.0%	0.0000000
Farm Property	0.250000	0.250000	0.0%	0.0000000
Farm Land Awaiting Development	0.750000	0.750000	0.0%	0.0000000
Managed Forest	0.250000	0.250000	0.0%	0.0000000

## Weighted Taxable Assessment

Current Value Assessment, multiplied by the applicable tax ratios, generates Weighted Taxable Assessment, as shown on the following chart that is ultimately used to calculate tax rates for each property class.

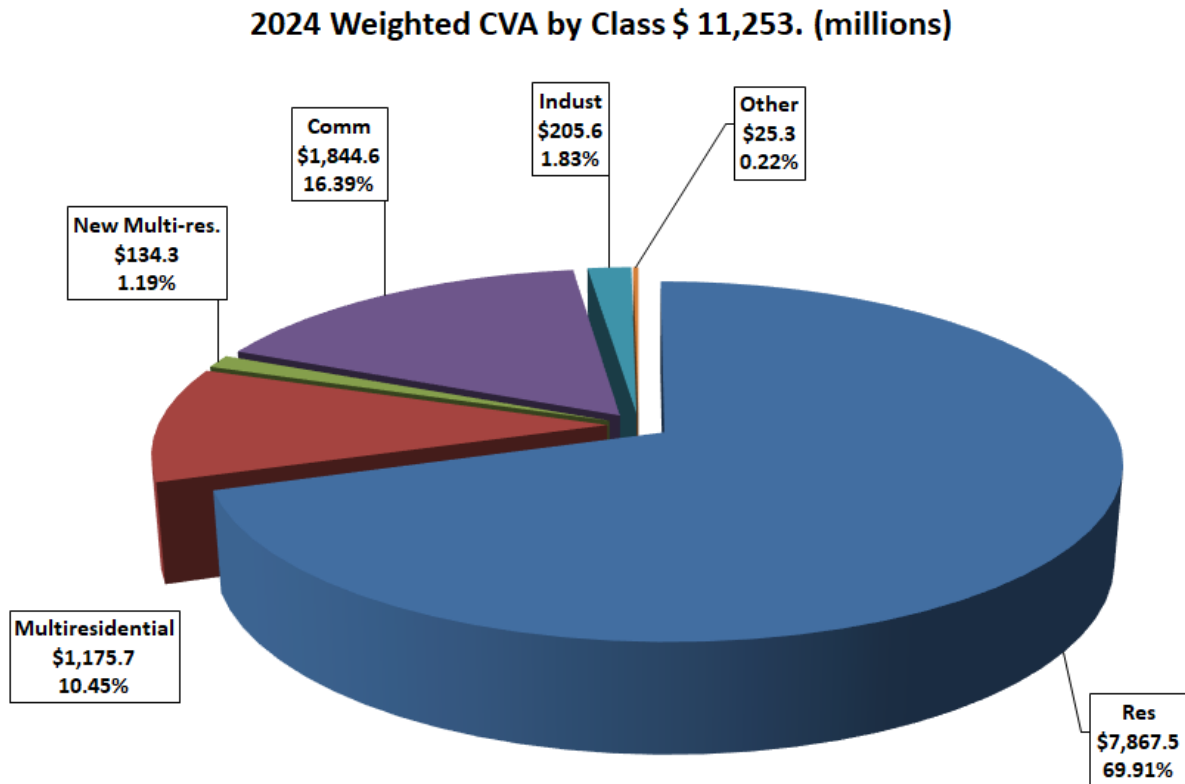
### Weighted Taxable Assessment 2023 - 2024

Description	2023 Approved	2024 Recommended	Variances 2023 - 2024	
			Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Weighted Current Value Assessment</b>				
<b><u>Residential</u></b>				
Residential	7,754,916,228	7,867,516,083	1.5%	112,599,855
Multiresidential	1,165,891,403	1,175,732,603	0.8%	9,841,200
New Multi-residential	128,073,300	134,286,390	4.9%	6,213,090
<b>Subtotal Residential</b>	<b>9,048,880,931</b>	<b>9,177,535,076</b>	<b>1.4%</b>	<b>128,654,145</b>
<b><u>Commercial</u></b>				
Commercial Class	1,785,655,290	1,785,954,927	0.0%	299,637
Commercial Class Vacant Units	28,057,149	27,966,102	-0.3%	(91,047)
Commercial Class, Vacant Land	29,532,452	30,726,002	4.0%	1,193,550
<b>Subtotal Commercial</b>	<b>1,843,244,891</b>	<b>1,844,647,031</b>	<b>0.1%</b>	<b>1,402,140</b>
<b><u>Industrial</u></b>				
Industrial Class	190,340,589	190,141,133	-0.1%	(199,456)
Industrial Tax Vacant Units	5,337,821	5,617,950	5.2%	280,129
Industrial Class, Vacant Land	11,927,400	9,878,250	-17.2%	(2,049,150)
<b>Subtotal Industrial</b>	<b>207,605,810</b>	<b>205,637,333</b>	<b>-0.9%</b>	<b>(1,968,477)</b>
<b><u>Other</u></b>				
Pipeline	23,427,323	23,541,677	0.5%	114,354
Farm Property	1,889,600	1,623,425	-14.1%	(266,175)
Farm Land Awaiting Development	0	0	0.0%	0
Managed Forest	49,350	49,350	0.0%	0
<b>Subtotal Other</b>	<b>25,366,273</b>	<b>25,214,452</b>	<b>-0.6%</b>	<b>(151,821)</b>
<b>Grand Total</b>	<b>11,125,097,905</b>	<b>11,253,033,892</b>	<b>1.1%</b>	<b>127,935,987</b>

Part 3  
Property Taxation

---

The 2024 Weighted Taxable Assessment by class is shown in the chart below.



### **Municipal Tax Rate Calculation**

The 2024 Residential Municipal Tax Rate is calculated by dividing the total net tax levy requirements for the year (\$173.8 million) by the total Taxable Weighted Assessment (\$11.253 billion). The residential tax rate is then multiplied by each of the other classes' applicable tax ratios to determine the tax rates for the other classes.

For example, the 1.544287% Residential tax rate for 2024 is calculated as follows:

A - Total 2024 net tax levy = \$173,779,087

B - Total Weighted Taxable Assessment = \$11,253,033,892

C - Residential tax rate = 1.544287% (  $\$173,779,087 / \$11,253,033,892 \times 100$  )

The tax rates for the other classes are then calculated by multiplying the residential tax rate by the ratio for the class and subclass. As an example, the 3.0070510% Multi-residential rate for 2024 is calculated by multiplying the 1.544287% Residential tax rate times the 1.947210 Multi-residential tax ratio.

Part 3  
Property Taxation

---

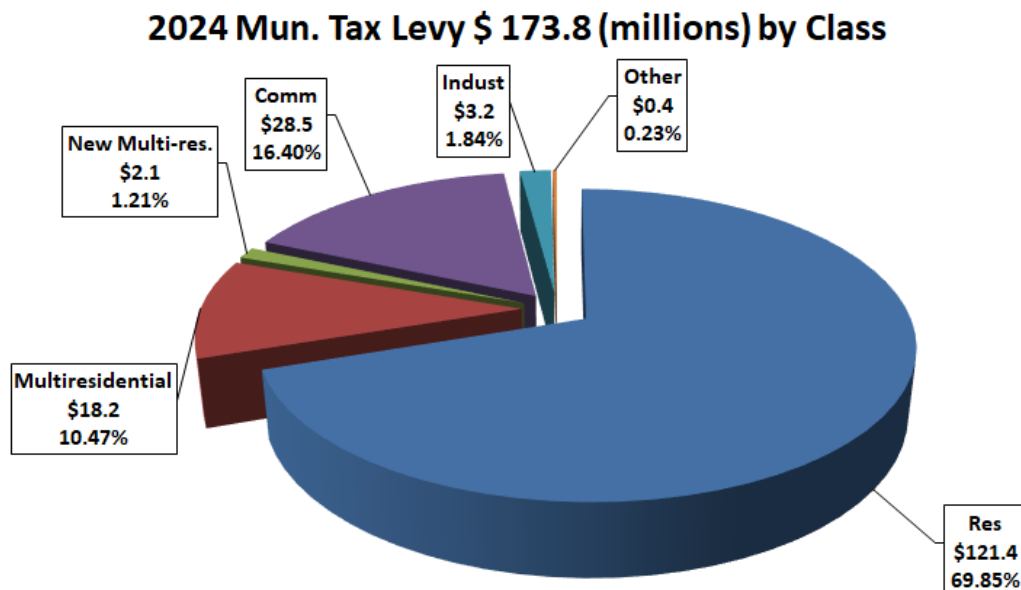
The resulting 2023 and 2024 tax rates for each class are shown in following table.

**2023 - 2024 Municipal Tax Rates**

Description	2023 Approved	2024 Recommended	Variances 2023 - 2024	
			Over (Under) 2023 Budget %	Over (Under) 2023 Budget \$
<b>Municipal Tax Rates</b>				
<b><u>Residential</u></b>				
Residential	1.3846560%	1.5442870%	11.5%	0.159631%
Multiresidential	2.6962160%	3.0070510%	11.5%	0.310835%
New Multi-residential	1.3846560%	1.5442870%	11.5%	0.159631%
<b><u>Commercial</u></b>				
Commercial Class	2.0769840%	2.3164310%	11.5%	0.239447%
Commercial Class Vacant Units	2.0769840%	2.3164310%	11.5%	0.239447%
Commercial Class, Vacant Land	2.0769840%	2.3164310%	11.5%	0.239447%
<b><u>Industrial</u></b>				
Industrial Class	2.0769840%	2.3164310%	11.5%	0.239447%
Industrial Tax Vacant Units	2.0769840%	2.3164310%	11.5%	0.239447%
Industrial Class, Vacant Land	2.0769840%	2.3164310%	11.5%	0.239447%
<b><u>Other</u></b>				
Pipeline	1.7593440%	1.9621710%	11.5%	0.202827%
Farm Property	0.3461640%	0.3860720%	11.5%	0.039908%
Farm Land Awaiting Development	1.0384920%	1.1582150%	11.5%	0.119723%
Managed Forest	0.3461640%	0.3860720%	11.5%	0.039908%

### Municipal Tax Levy by Class

The combination of CVA, tax ratios, weighted taxable assessment, and tax rates results in municipal taxes levied by class as depicted in the following chart.



### Education Tax Rates

#### Residential, Multi-residential and Farm

Since 1998, a uniform education tax rate has been established by the Province to be levied against Residential, Multi-residential and Farm property, regardless of its location in Ontario. In reassessment years, the Province has adjusted the uniform residential/farm education rate to achieve a province-wide revenue neutral tax yield from these classes. Each municipality is affected differently depending on how market values in their area have increased or decreased relative to province-wide market change averages.

While Council is not involved in the decision, the 2024 education rates do impact the total tax on assessment City taxpayers will pay in 2024. The 9.59% increase in the all-inclusive tax levy, reflected in the 2024 Budget, is impacted by the education rate. For the 2024 Budget, it has been assumed that there will be a 0.0% change in the residential education tax rates established for 2024 and that they will remain at 0.153000%.

### **Business Education Property Tax Rates**

When the Province first assumed responsibility for establishing education tax rates in 1998, each municipality had different Business Education Tax (BET) Rates depending on their 1997 education tax levels that had been set by the individual school boards. As a result, there are a wide range of BET rates throughout the province.

Business representatives across the province criticized high BET rates as being unfair and being a barrier to economic competitiveness stating they put many regions of the province at a disadvantage compared to others.

In the 2007 Ontario budget, the Province announced a plan to reduce the BET rates each year to achieve a target rate in 2014. The original target rate (applied in 2007 and 2008) was 1.60%, the target in 2014 was 1.22%. The target rate has been moved down over time to offset average assessment appreciation. The BET reduction program did in fact reduce rates from 2008 - 2012, however, the 2012 budget 'froze' the ceiling rates, which are being adjusted on a revenue neutral basis only.

### **Estimated 2024 Business Education Tax Rates**

The City's 2024 BET rates will not be announced by the Province until early 2024. For the 2024 Budget, the Business Education rates have been assumed to remain at the 2023 rates.



Budget Highlights

## **Part 4: Other Sections**



Part 4  
2024 Other Sections

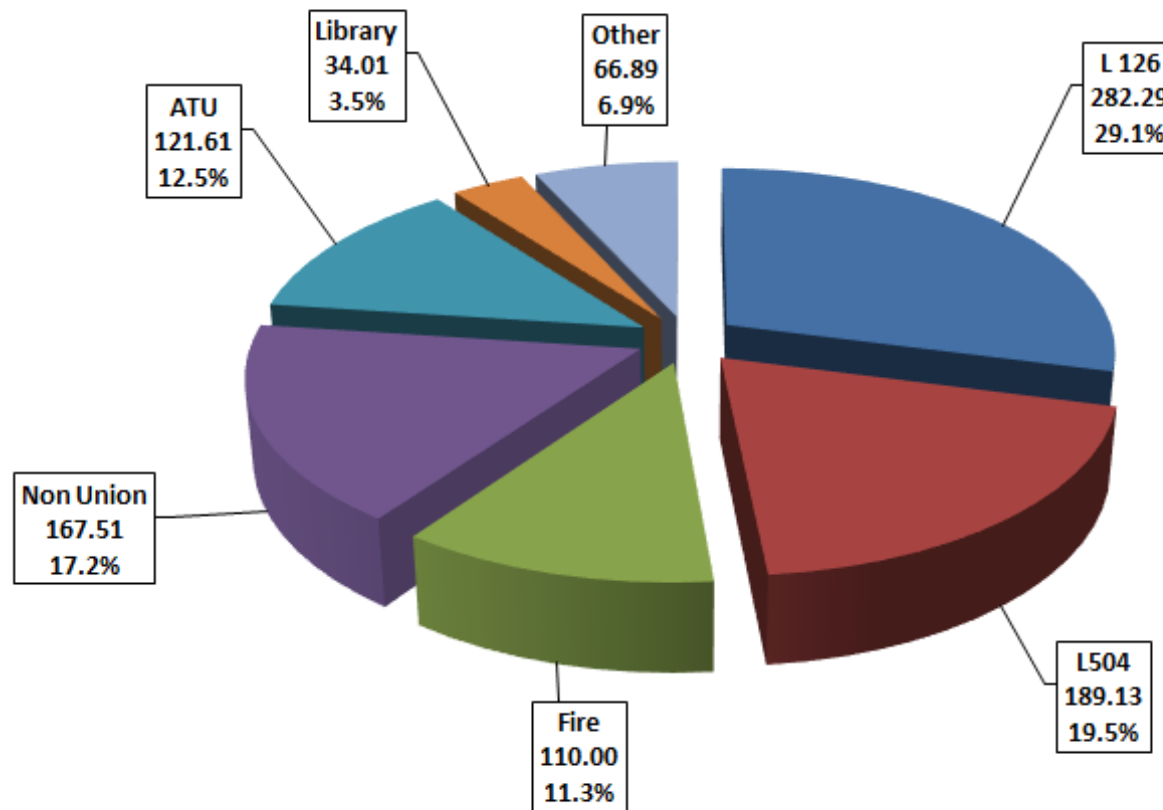
## Conversion of 2024 Draft Operating Budget to Full Accrual

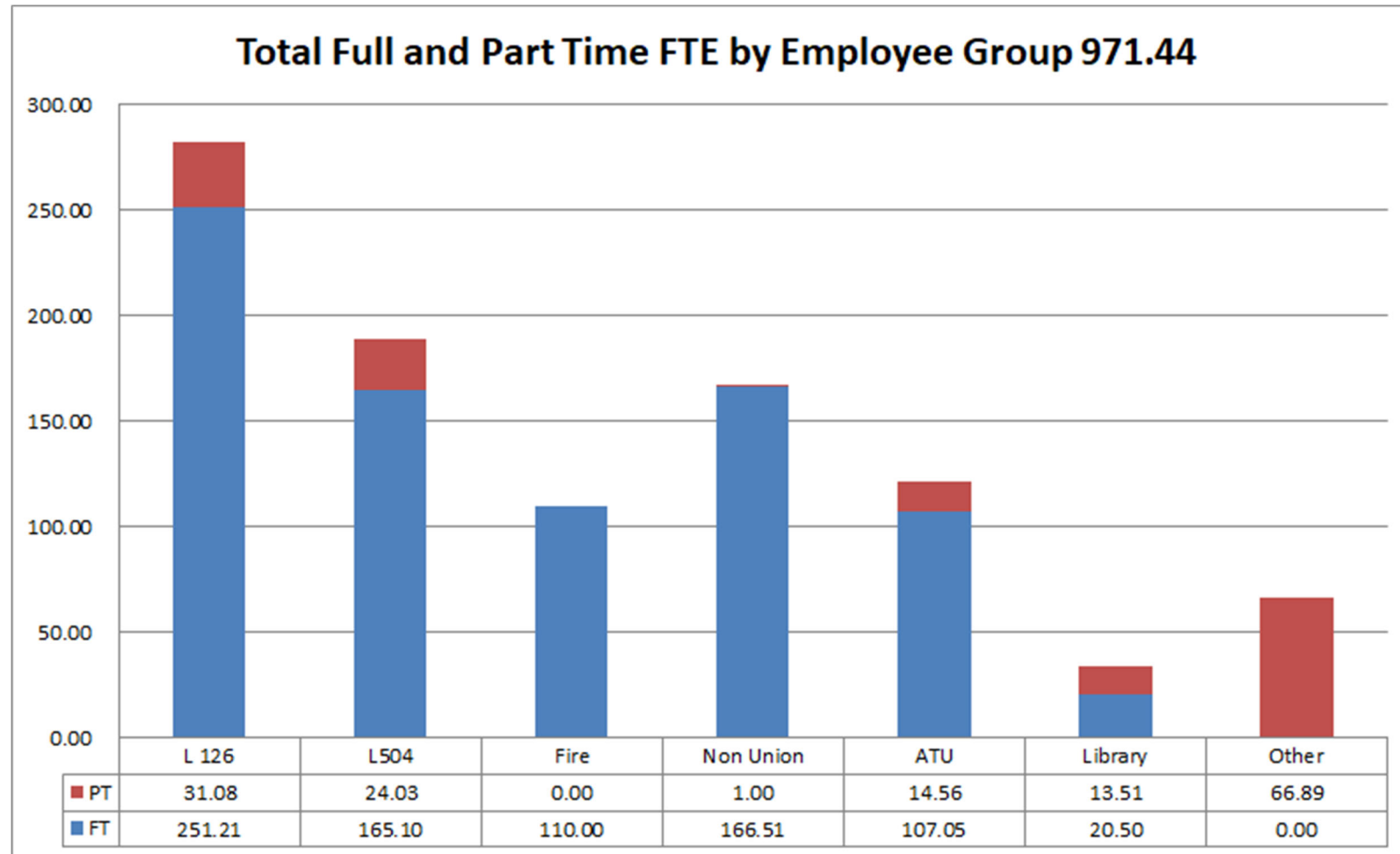
Ref	Description	Budgeted Items Levied							Unlevied Expenses				2024 Full Accrual Budget
		2024 Operating Budget	2024 Other Capital	2024 Tangible Capital Assets	Net Transfers To/From Reserves	Debt Principal	Tangible Capital Assets	Subtotal 2024 Budgeted Items Levied	Amortization	Interest on Long Term Debt	Landfill Closure & Post Closure	Employee Future Benefits	
C1	C2	C3	C4	C5	C7	C8	C9	C10	C11	C12	C13	C14	C15
	<b>SUMMARY OF GROSS REVENUES &amp; EXPENSES</b>												
1	<b>REVENUES</b>												
2	Tax Levy and Other Revenue												
3	Tax	175,414,059						175,414,059					175,414,059
4	Payments in Lieu	4,307,050						4,307,050					4,307,050
5	City of Ptbo Holdings	5,208,000						5,208,000					5,208,000
6	Other	8,777,363						8,777,363					8,777,363
7	Direct Revenue	164,756,622					-	164,756,622					164,756,622
8		<b>358,463,094</b>	-	-	-	-	-	<b>358,463,094</b>	-	-	-	-	<b>358,463,094</b>
9	<b>EXPENSES</b>												
10	Council	869,064	-	-	-	-	-	869,064					869,064
11	Chief Administrative Officer	2,587,597	-	-	-	-	-	2,587,597				-	2,587,597
12	Finance and Corporate Support Services	12,580,843	1,034,047	38,461,221	(297,212)	(11,820,320)	(38,461,221)	1,497,358		(540,707)		(1,500,000)	(543,349)
13	Legislative Services	6,219,984	-	2,450,000	-			8,669,984					8,669,984
14	Infrastructure, Planning and Growth Management	19,632,830	6,435,500	39,010,500	(1,254,389)	(40,751,291)	(39,010,500)	(15,937,350)		(2,571,796)	850,000		(17,659,146)
15	Municipal Operations	58,855,691	2,415,000	33,910,300	(11,361,652)	(22,376,364)	(33,910,300)	27,532,675		(847,447)			26,685,228
16	Community Services	151,705,224	1,174,100	1,827,500	(1,617,957)	(18,428,932)	(1,827,500)	132,832,435		(644,177)			132,188,258
17	Financial Services - Other *	22,727,930	-	-	(12,452,000)	-	-	10,275,930					10,275,930
18	Outside Organizations **	47,776,987	-	1,508,300	(136,554)	(197,900)	(1,508,300)	47,442,533		(7,615)			47,434,918
19	Amortization								37,800,000				37,800,000
20		<b>322,956,150</b>	<b>11,058,647</b>	<b>117,167,821</b>	<b>(27,119,764)</b>	<b>(93,574,807)</b>	<b>(114,717,821)</b>	<b>215,770,226</b>	<b>37,800,000</b>	<b>(4,611,743)</b>	<b>850,000</b>	<b>(1,500,000)</b>	<b>248,308,483</b>
21	Government Grants and Other Revenues Related to Capital		300,000	20,804,642				21,104,642					21,104,642
22	<b>Financing and Transfers</b>												
23	Transfer to (From) Capital	8,387,180	(450,511)	(7,936,669)				-					-
24	Transfer to (From) Reserves	27,119,764	(10,308,136)	(24,381,339)	7,569,711			-					-
25	Long term debt issued		-	(64,045,171)		64,045,171		-					-
26		<b>35,506,944</b>	<b>(10,758,647)</b>	<b>(96,363,179)</b>	<b>7,569,711</b>	<b>64,045,171</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
27	<b>Change in Municipal Equity - Surplus (Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>19,550,053</b>	<b>29,529,636</b>	<b>114,717,821</b>	<b>163,797,510</b>	<b>(37,800,000)</b>	<b>4,611,743</b>	<b>(850,000)</b>	<b>1,500,000</b>	<b>131,259,252</b>

## Staffing Supplementary Information

---

### 2024 Allocation of FTE by Employee Group 971.44





Part 4  
2024 Other Sections

**New Positions Included in the Draft 2024 Budget**

Operating Budget Items Included in the 2024 Budget																		
									Annualized impact if in 2024 operating budget for whole year									
									Gross expenditures			Revenues					Net Tax Levy	
Ref	Position and comments	Dept	FTE	Job Code Number	Step Number	FT/PT	Estimated Start Date	Employee Group ( Union )	Salary	Benefits	Gross Exp	Subsidy	County	Other	Specify Rev source	Total	Annual Net Tax Levy Impact	2024 Net tax Levy Impact
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	C14	C15	C16	C17	C18	C19
1.0	<b>CAO</b>																	
	<b>People and Culture</b>																	
	The People and Culture Division has identified the critical need for a staffing increase to meet service needs. The P & C Division is requesting approval to add <b>two</b> HR Generalist positions to the staffing complement. This addition will provide adequate resources for the P & C Division to meet current service expectations and expand their focus beyond current service levels with a strategic lens to build a stronger HR program.																	
	HR Generalist (Advisor/Specialist)	CAO	2.00	4	1	Full Time	01-Jan-24	Non Union	164,360	47,664	212,024					-	212,024	212,024
Subtotal			2.00						164,360	47,664	212,024	0	0	0		0	212,024	212,024
2.0	<b>FCSS</b>																	
	<b>Financial Services</b>																	
	The Financial Services Division has identified the need for additional Financial Analyst positions to meet the demand for financial assistance from all divisions. One position will be dedicated to the IPS division and the other will be dedicated to the CS division. These staff will focus on the operating, capital and reserve transactions of each department, assisting department/division staff as well as other Financial Services staff for external and internal reporting, reconciliations and analysis. As the operations of the IPS and CS departments have grown with more projects and operating facilities and programs, the volume of financial transactions and information has grown exponentially. The current staff level have reached the point where they require additional resources to continue to provide timely, accurate and complete financial information and assistance for staff and council.																	
	Financial and Reporting Analyst	FCSS	1.00	5	1	Full Time	01-Jan-24	Non Union	92,044	26,690	118,734					-	118,734	118,734
Subtotal			1.00						92,044	26,690	118,734	0	0	0		0	118,734	118,734

Part 4  
2024 Other Sections

Operating Budget Items Included in the 2024 Budget																		
									Annualized Impact If in 2024 operating budget for whole year									
									Gross expenditures			Revenues					Net Tax Levy	
Ref	Position and comments	Dept	FTE	Job Code Number	Step Number	FT/ PT	Estimated Start Date	Employee Group ( Union )	Salary	Benefits	Gross Exp	Subsidy	County	Other	Specify Rev source	Total	Annual Net Tax Levy Impact	2024 Net tax Levy Impact
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	C14	C15	C16	C17	C18	C19
<b>FCSS</b>																		
3.0	<b>Materials Management</b>																	
Centralized purchasing will transfer the task of procurement from staff throughout the City divisions to the Purchasing staff who have the expertise and experience. This will allow for efficiencies and potentially savings by identifying opportunities for bulk purchasing of goods and services used by more than one division. To move to a centralized purchasing framework, requires the net addition of 1 Purchasing Agent position and 1 Corporate Buyer position and increasing the existing PT Purchasing Clerk to full-time. The existing positions of Purchasing Clerk and Procurement Coordinator would be replaced with a Purchasing Agent and Corporate Buyer. The Purchasing Agent positions will be responsible for sourcing goods and services for all City divisions, administering purchase orders and agreements and ensuring awards are fair, transparent and represent value for money. The Corporate Buyer positions will provide purchasing support and expertise to staff for the purchase of materials, services, and equipment through the use of RFX documents. The Purchasing Clerk position will continue to manage new vendors in SAP, purchasing card reconciliations and travel and expense claims for compliance with the Procurement By-law. The exact salary for the Purchasing Agent and Corporate Buyer positions is subject to job evaluation review.																		
	Purchasing Agent	FCSS	2.00	JC8	1	Full Time	01-Jul-24	CUPE 126	131,470	38,126	169,596					-	169,596	85,261
	Corporate Buyer	FCSS	2.00	JC9	1	Full Time	01-Jul-24	CUPE 126	134,290	38,944	173,234					-	173,234	87,090
	Procurement Coordinator	FCSS	-1.00	JC8	1	Full Time	01-Jul-24	CUPE 126	(65,740)	(19,065)	(84,805)					-	(84,805)	(42,634)
	Purchasing Clerk	FCSS	-1.00	JC6	3	Full Time	01-Jul-24	CUPE 126	(61,090)	(17,716)	(78,806)					-	(78,806)	(39,618)
	Purchasing Clerk	FCSS	1.00	JC2	3	Full Time	01-Jul-24	CUPE 126	49,570	14,375	63,945					-	63,945	32,147
	Subtotal		3.00						188,500	54,664	243,164	0	0	0		0	243,164	122,246
<b>FCSS</b>																		
4.0	<b>Emergency &amp; Risk Management</b>																	
The Emergency and Risk Management Advisor will be responsible to maintain incident and claims files, collate materials for litigated files, facilitate Certificates of Insurance for all City Departments, reconcile department information for insurance renewals, and provide backup for claims handling and notifications. The Specialist will be designated to lead the City's planning and designated Nuclear Host Community obligations including training, maintenance of the City's Nuclear Emergency Plan, Reception Centre Plans, Transportation Plans and public education. The position will aid in the maintenance of other City Emergency Response Plans and procedures, public education and training. The salary for this position will be offset by the new Provincial Nuclear Emergency Management Transfer Payment for Designated Host Communities (up to \$50,000 annually). The addition of this position will help to address concerns around Certificate of Insurance, and allow other Division staff to focus on the increasing number of claims, incident/risk mitigation measures, provision of insurance support and expertise for department project managers, and to ensure the City continues to meet legislated requirements and increased demands for internal and external emergency planning, training and exercises.																		
	Emergency and Risk Management Advisor	FCSS	1.00	JC4	1	FT	01-Jul-24	NU	82,180	23,832	106,012			-	Prov Nuc Mgmt trfr	-	106,012	53,296
	Subtotal		1.00						82,180	23,832	106,012	0	0	0		0	106,012	53,296

## Part 4

### 2024 Other Sections

Operating Budget Items Included in the 2024 Budget																			
									Annualized Impact If in 2024 operating budget for whole year										
									Gross expenditures			Revenues				Net Tax Levy			
Ref	Position and comments	Dept	FTE	Job Code Number	Step Number	FT/ PT	Estimated Start Date	Employee Group ( Union )	Salary	Benefits	Gross Exp	Subsidy	County	Other	Specify Rev source	Total	Annual Net Tax Levy Impact	2024 Net tax Levy Impact	
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	C14	C15	C16	C17	C18	C19	
5.0	IPGM																		
	Engineering & Capital Projects																		
The Traffic Services Project Manager will have primary responsibility for leading an annual Traffic Calming Program, including research, hiring and managing consultant resources, designing and leading consultation programs, preparing reports and Council submissions, delivering presentations to City and external stakeholder groups, and managing implementation of approved plans. In addition, this position will provide support on other Traffic Engineering initiatives such as the Transportation Safety Program, routine operational and safety reviews, and other projects recommended in the Transportation Master Plan.																			
	Traffic Services Project manager	IPGM	1.00	1005	1	Full Time	01-Jan-24	Non Union	92,044	26,690	118,734					-	118,734	118,734	
	Subtotal		1.00						92,044	26,690	118,734	0	0	0		0	118,734	118,734	
6.0	IPGM																		
	Building Services																		
Requesting a Residential Mechanical Inspector to keep pace with the growing Residential Permit inspection requirements and allow the current Residential Inspector to assist the Senior Plumbing Inspector in growing commercial workloads. A similar staff position was added on the standard building inspection side in 2022. Record construction activity in 2021, 2022 and anticipated going forward warrants the position.																			
	Residential Mechanical Inspector	IPGM	1.00	6066	1	Full Time	01-Jan-24	CUPE 126	77,670	22,520	100,190			100,190	fees	100,190	-	-	
	Subtotal		1.00						77,670	22,520	100,190	0	0	100,190		100,190	0	0	
7.0	IPGM																		
	Building Services																		
A second year of a contract FTE Permit Co-ordinator to continue the implementation of the Plan Build Peterborough Development Support Program. It is anticipated that a review of the 1st year of this program in 2024 will show significant customer service and application support success. It is proposed to extend the position through 2024 and with continued success budget for a permanent FTE in 2025.																			
	Permit Co-ordinator	IPGM	1.00	6014	1	Full Time	01-Jan-24	CUPE 126	61,090	17,720	78,810			78,810	Fees	78,810	-	-	
	Subtotal		1.00						61,090	17,720	78,810	0	0	78,810		78,810	0	0	



Part 4  
2024 Other Sections

Operating Budget Items Included in the 2024 Budget																		
									Annualized Impact If In 2024 operating budget for whole year									
									Gross expenditures			Revenues					Net Tax Levy	
Ref	Position and comments	Dept	FTE	Job Code Number	Step Number	FT/ PT	Estimated Start Date	Employee Group ( Union )	Salary	Benefits	Gross Exp	Subsidy	County	Other	Specify Rev source	Total	Annual Net Tax Levy Impact	2024 Net tax Levy Impact
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	C14	C15	C16	C17	C18	C19
IPGM																		
8.0	Asset Management & Capital Planning																	
responsible for providing strategic analytical support to the Infrastructure and Planning Services Department including: long range capital budget planning, forecasting, financial modelling, research, analysis, report/presentation preparation and administration as required. The candidate will participate in cross functional service delivery teams , working closely and in collaboration with other City departments and closely with the Asset Management & Capital Planning Division. The candidate will also be responsible for assisting with financial support and analysis in the areas of multi-year budget preparation, quarterly operating and capital budget monitoring expenditures and revenues, and ensuring proper quality controls are followed consistently and in accordance with policies, procedures and service level commitments.																		
Infrastructure & Planning Business Analyst		IPS	1.00	1005	4	Full Time	01-Jan-24	Non Union	98,420	28,540	126,960			126,960		126,960	-	-
Subtotal			1.00						98,420	28,540	126,960	0	0	126,960		126,960	0	0
IPGM																		
9.0	Office of the Commissioner																	
Requesting creation of a new position, Ecologist and Natural Heritage Planner, to review and comment on development applications and corporate projects as needed to ensure compliance with City Official Plan policies, Provincial policies, and applicable Provincial and Federal legislation with respect to natural heritage including, but not limited to, wetlands, fish and wildlife habitat, endangered species and species at risk, and woodlands. The position is necessary as recent legislative changes has removed the Otonabee Region Conservation Authority's power to provide land use planning advice to the City on natural heritage matters. Review and commenting on matters of natural heritage in land use planning is now a municipal responsibility.																		
Ecologist and Natural Heritage Planner		IPS	1	1005	2	Full Time	1-Jan-24	Non Union	94,130	27,300	121,430			121,430	Fees	121,430	-	-
Subtotal			1						94,130	27,300	121,430	0	0	109,838		109,838	11,592	11,592
CS																		
10.0	Fire Services																	
Council Report CAOS21-006 Fire Service Suppression Staffing, recommended that there is a need to improve the depth of response for Peterborough Fire Services. Part a) of the report was approved in the 2022 Budget that added 8 FTEs (which provided 2 FTEs per shift) and 1 Trainer. Part b) of the report recommended that the Fire Chief forward staffing requests in future budget cycles using a phased in approach over a number of years. The request is for 4FTEs (1 per shift) over a 5 year period starting in 2024 for a total of 20 FTEs																		
Fire Fighters		CS	4.00	8005R/8005L5	1	FT	01-Apr-24	L 169	241,810	70,120	311,930					-	311,930	234,374
Subtotal			4.00						241,810	70,120	311,930	0	0	0		0	311,930	234,374

Part 4  
2024 Other Sections

## Staffing Requests not included in the Draft 2024 Budget

Staff Identified needs not in the budget																		
									Annualized impact if in 2024 operating budget for whole year									
									Gross expenditures			Revenues					Net Tax Levy	
Ref	Position and comments	Dept	FTE	Job Code Number	Step Number	FT/ PT	Estimated Start Date	Employee Group ( Union )	Salary	Benefits	Gross Exp	Subsidy	County	Other	Specify Rev source	Total	Annual Net Tax Levy Impact	2024 Net tax Levy Impact
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	C14	C15	C16	C17	C18	C19

<b>FCSS</b>																		
1.0	<b>Financial Services</b>																	
		<p>The Financial Services Division has identified the need for additional Financial Analyst positions to meet the demand for financial assistance from all divisions. One position will be dedicated to the IPS division and the other will be dedicated to the CS division. These staff will focus on the operating, capital and reserve transactions of each department, assisting department/division staff as well as other Financial Services staff for external and internal reporting, reconciliations and analysis. As the operations of the IPS and CS departments have grown with more projects and operating facilities and programs, the volume of financial transactions and information has grown exponentially. The current staff level have reached the point where they require additional resources to continue to provide timely, accurate and complete financial information and assistance for staff and council.</p>																
Financial and Reporting Analyst		FCSS	1.00	5	1	Full Time	01-Jan-24	Non Union	92,044	26,690	118,734					-	118,734	118,734
<b>Subtotal</b>			1.00						92,044	26,690	118,734	0	0	0		0	118,734	118,734

<b>FCSS</b>																		
2.0	<b>Strategic Communications and Service Peterborough</b>																	
		<p>The Community Engagement Coordinator will advise on and support engagement and activities, including best practices and techniques for implementing community engagement projects. They will support departments on the delivery of engagement activities and reporting on outcomes. This position will coordinate the establishment of engagement programs and building of capacity for community engagement activities, including coordinating regular training opportunities for City staff on community engagement. Community engagement activities are largely decentralized with project managers and staff from each program area implementing engagement activities. The Community Engagement Coordinator will allow for a centralized support person with expertise to assist with coordinating engagements and reporting results, supporting a level of consistency and capacity to undertake engagement activities for program area that do not have capacity within their divisions.</p>																
Community Engagement Coordinator		FCSS	1.00	6018	1	Full Time	01-Mar-24	CUPE 126	67,120	19,460	86,580					-	86,580	72,387
																-	-	-
<b>Subtotal</b>			1.00						67,120	19,460	86,580	0	0	0		0	86,580	72,387



Part 4  
2024 Other Sections

Staff Identified needs not in the budget																		
									Annualized impact if in 2024 operating budget for whole year									
									Gross expenditures			Revenues					Net Tax Levy	
Ref	Position and comments	Dept	FTE	Job Code Number	Step Number	FT/ PT	Estimated Start Date	Employee Group ( Union )	Salary	Benefits	Gross Exp	Subsidy	County	Other	Specify Rev source	Total	Annual Net Tax Levy Impact	2024 Net tax Levy Impact
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	C14	C15	C16	C17	C18	C19
<b>FCSS</b> <b>3.0 Facilities and Property Management</b>  The Accessibility Compliance Specialist role was moved to the The Facilities and Property Management Division creating the need for an Administrative Assisant/Coordinator to provide administrative support of the AAC. In addition this new role will provide financial, technology and procedural support to the Facilities and Property Management Division.																		
	Coordinator/Administrator	FCSS	1.00	8	1	Full Time	01-Jan-24	CUPE 126	62,500	18,130	80,630					-	80,630	80,630
	<b>Subtotal</b>		<b>1.00</b>						<b>62,500</b>	<b>18,130</b>	<b>80,630</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>80,630</b>	<b>80,630</b>
<b>LS</b> <b>4.0 Municipal Law Enforcement</b>  A need has been identified for the creation a non-union supervisor within the newly established Division. With the number of staff, both internal and contract, and the growing portfolio of enforcement within the division. A non-union supervisor is needed to assist the manager with the performance of division staff and administration of contracts for service.																		
	Municipal Law Enforcement Supervisor	LS	1.00	1005	1	Full Time	01-Jan-24	Non Union	92,060	26,700	118,760					-	118,760	118,760
	Municipal Law Enforcement Supervisor	LS	-1.00	6020	3	Full Time	01-Jan-24	CUPE 126	(75,066)	(20,665)	(95,733)					-	(96,733)	(96,733)
	<b>Subtotal</b>		<b>0.00</b>						<b>16,992</b>	<b>6,035</b>	<b>23,027</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>23,027</b>	<b>23,027</b>

## Part 4

### 2024 Other Sections

Staff Identified needs not in the budget																			
									Annualized Impact if in 2024 operating budget for whole year										
Ref	Position and comments	Dept	FTE	Job Code Number	Step Number	FT/ PT	Estimated Start Date	Employee Group ( Union )	Salary	Benefits	Gross Exp	Subsidy	County	Other	Specify Rev source	Total	Annual Net Tax Levy Impact	2024 Net tax Levy Impact	
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	C14	C15	C16	C17	C18	C19	
5.0	CS																		
	Arts and Culture																		
	The Heritage Preservation Office requires admin support for the programs delivered including the Heritage Property Tax Relief Program, the Heritage Conservation District Grant Program, heritage alteration permitting, documentation management for designation of heritage properties and financial reporting and budget administration.																		
	Heritage Programs Administrator	CS	0.67	6012	1	Part time	01-Jan-24	CUPE 126	35,630	3,560	39,190					-	39,190	39,190	
	Subtotal		0.67						35,630	3,560	39,190	0	0	0		0	39,190	39,190	
6.0	CS																		
	Social Services																		
	This position was originally a 2 year contract ending June 30, 2024, to assist with the move to the Canada Wide Early Learning Child Care system. There continues to be a lot of work with CWELCC and the related Ministry requirements. As well, there will be a new CWELCC funding model established that will create additional administrative burden on children's services staff.																		
	Financial Analyst - Social Services - temp	CS	1.00	1005	3	Full Time	01-Jan-24	Non Union	(49,207)	(16,586)	(65,793)	(65,793)				(65,793)	-	-	
	Financial Analyst - Social Services	CS	1.00	1005	3	Full Time	01-Jan-24	Non Union	94,365	27,366	121,731	121,731			Provincial Funding	121,731	-	-	
Subtotal		2.00							45,158	10,780	55,938	55,938	0	0		55,938	0	0	
7.0	CS																		
	Social Services																		
	Another Intake and Referral Worker is required to assist with reception, referrals and intake applications. With rising caseloads in Ontario Works, this will allow a Client Services Worker currently assisting with intake to move back to stability work with clients and taking on a full caseload to ease pressures at the case management levels.																		
	Intake and Referral Worker	CS	1.00	6018	3	Full Time	01-Jan-24	CUPE 126	70,410	20,420	90,830		15,334			15,334	75,496	75,496	
	Subtotal		1.00							70,410	20,420	90,830	0	15,334	0		15,334	75,496	75,496

## Part 4

### 2024 Other Sections

Staff Identified needs not in the budget																		
									Annualized Impact If in 2024 operating budget for whole year									
Ref	Position and comments	Dept	FTE	Job Code Number	Step Number	FT/ PT	Estimated Start Date	Employee Group ( Union )	Salary	Benefits	Gross Exp	Subsidy	County	Other	Specify Rev source	Total	Annual Net Tax Levy Impact	2024 Net tax Levy Impact
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	C14	C15	C16	C17	C18	C19
8.0	CS																	
	Social Services																	
With an increase in rent supplements being adminstered directly by the municipality, and the service being moved from Peterborough Housing Corporation, there is a need for an additional position that is focused on administering and coordinating the rent supplement programs, both municipal and provincial funded programs. The position would also; support community partners with rent supplement application referrals; lead the annual review process; ensure internal social services team is informed and trained on the rent supplement application and review process; liaise with social housing, private market rent landlords and income support programs; maintain landlord partnerships and communication in our Housing First and transitional housing programs.																		
	Client Service Worker	CS	1.00	6018	3	Full Time	01-Apr-24	CUPE 126	70,410	20,420	90,830		50,242			50,242	40,588	30,496
Subtotal			1.00						70,410	20,420	90,830	0	50,242	0		50,242	40,588	30,496
9.0	CS																	
	Social Services																	
With the increase in the volume of rent supplement payments that will be adminstered by the municipality monthly, the position will be managing the monthly payments and updates with the third party vendor. The position will monitor monthly spending, and forecast total spending. Will work closely with the Rent Supplement Coordinator(CSW) to adminster the programs and provide support to all of the provincial and municipal programs.																		
	Division Financial Clerk	CS	1.00	6016	1	Full Time	01-Apr-24	CUPE 126	62,480	18,120	80,600		47,138			47,138	33,462	25,142
Subtotal			1.00						62,480	18,120	80,600	0	47,138	0		47,138	33,462	25,142
10.0	CS																	
	Library																	
To support the operations of the Main library Branch as well as the new Branch at the Peterborough Arenas and Aquatics Centre. Support would be primarily for Library CEO and Library Services Manager with: invoice administration, meeting prep, insurance document mangement, etc. This is a long empty position (pre-2014) that we would like to reactivate. Supported and endorsed by Library Board motion at the June 6, 2023 meeting. Fulltime non-union is possible as per the terms of the 1833 collective agreement. We've estimated a JC3, but a Job Evaluation would need to be completed to confirm.																		
	Administrative Assistant	CS	1.00	1003	1	Full Time	01-Jan-24	Other NU	72,390	20,990	93,380					-	93,380	93,380
Subtotal			1.00						72,390	20,990	93,380	0	0	0		0	93,380	93,380

## Part 4

### 2024 Other Sections

Staff Identified needs not in the budget																		
										Annualized Impact if in 2024 operating budget for whole year								
Ref	Position and comments	Dept	FTE	Job Code Number	Step Number	FT/ PT	Estimated Start Date	Employee Group ( Union )	Salary	Benefits	Gross Exp	Subsidy	County	Other	Specify Rev source	Total	Annual Net Tax Levy Impact	2024 Net tax Levy Impact
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	C14	C15	C16	C17	C18	C19
<b>IPGM</b> <b>11.0 Planning, Development and Urban Design</b> Requesting a additional Urban Design Planner to keep up with demand for managing site plan application reviews and approvals, parks planning, and corporate policy and design projects including implementation of creation and implementation of urban design guidelines, design oversight for capital projects including the Otonabee River Trail. Significant growth in site plan applications over the last 4 years coupled ongoing streamlining of development approvals and promotion of intensified infill development necessitates an additional position to ensure the City can meet legislated decision-making timeframes and avoid costly application fee refunds.																		
	Urban Design Planner	IPS	1.00	1005	2	Full Time	01-Jan-24	Non Union	94,130	27,300	121,430			109,838	Fees	109,838	11,592	11,592
<b>Subtotal</b>			<b>1.00</b>						<b>94,130</b>	<b>27,300</b>	<b>121,430</b>	<b>0</b>	<b>0</b>	<b>109,838</b>		<b>109,838</b>	<b>11,592</b>	<b>11,592</b>
<b>IPGM</b> <b>12.0 Asset Management &amp; Capital Planning</b> Urban Forestry Sections receives numerous requests for front line customer service via phone calls, emails and website enquiries. In the absence of a centralized Customer Service function (i.e., 311) the volume of customer service requests overwhelms staffs' ability to deliver core services and programs addressing issues that are routine and do not require technical expertise. This position would handle all customer service enquiries for the section and support other UF programing.																		
	Urban Forest Tech	IPS	1.00	6018	2	Full Time	01-Jan-24	CUPE 126	68,790	19,950	88,740					-	88,740	88,740
											-					-	-	-
<b>Subtotal</b>			<b>1.00</b>						<b>68,790</b>	<b>19,950</b>	<b>88,740</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>88,740</b>	<b>88,740</b>
<b>IPGM</b> <b>13.0 Asset Management &amp; Capital Planning</b> As various studies are completed that identify more climate change initiatives, the scope of work required to achieve the objectives established in the Council approved Climate Emergency Declaration is increasing. This position is required to oversee the work at a more strategic level, create and deliver implemetnation plans.																		
	Climate Change Manager	IPS	1.00	1005	4	Full Time	01-Jan-24	Non Union	98,420	28,540	126,960					-	126,960	126,960
											-					-	-	-
<b>Subtotal</b>			<b>1.00</b>						<b>98,420</b>	<b>28,540</b>	<b>126,960</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>126,960</b>	<b>126,960</b>

Part 4  
2024 Other Sections

Staff Identified needs not in the budget																		
Ref	Position and comments	Dept	FTE	Job Code Number	Step Number	FT/ PT	Estimated Start Date	Employee Group ( Union )	Annualized Impact If In 2024 operating budget for whole year									
									Salary	Benefits	Gross Exp	Subsidy	County	Other	Specify Rev source	Total	Annual Net Tax Levy Impact	2024 Net tax Levy Impact
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	C14	C15	C16	C17	C18	C19
14.0	MO Public Works																	
	The City's Fleet has increased by 24 units since 2021 along with the increase in units there is a significant expansion of software, troubleshooting, training and mobilization required to reduce downtime, support the community's transportation network while continuing to respond to the remaining city fleet to ensure safe, quality, and efficient delivery of public services. An increase of 2 technicians will allow Public Works to address service delays.																	
	Fleet Technicians (2)	IPS	2.00	40600	1	Full Time	01-Jan-24	Cupe 504	123,610	35,850	159,460					-	159,460	159,460
	Subtotal		2.00						123,610	35,850	159,460	0	0	0		0	159,460	159,460
15.0	MO Public Works																	
	Public Works continues to investigate and respond to 500 incidents, 300 claims, 175 safety and compliance investigations, etc. along with the expansion of fleet, staffing, legislative and technology requirements Public Works has 2 operations managers for 75 permanent staff and 37 seasonal staff and we require additional support in order to meet regulatory & insurance compliance and operational needs Public Works is seeking a Manager of Administration, Compliance and Inspection. This position would oversee the Driver Trainer, the Inspectors and the Administration Team. This position would be supported by several municipal plans including the asset management plan, Public Works draft strategic plan, Fleet Management & Risk Management and Insurance policies and procedures, etc. These tasks currently remain with the Director.																	
	Manager of Administration, Compliance & Inspection	IPS	1.00	1005	1	Full Time	01-Jan-24	Non Union	92,040	26,690	118,730					-	118,730	118,730
	Subtotal		1.00						92,040	26,690	118,730	0	0	0		0	118,730	118,730
16.0	MO Airport																	
	An addition of 0.3 FTE to the position of Administrative Assistant to the Airport Administration Manager, to a total of 1 FTE will support implementation of Peterborough Airport's business and marketing strategy. This adjustment will provide the organization with the necessary resources, time and flexibility to pursue business development and marketing effectively, deliver capital projects, and optimize resource allocation of the manager.																	
	Administrative Assistant to Manager or Airport Administration	IPS	-0.59	6014	3	Part time	01-Jan-24	CUPE 126	(42,140)	(4,210)	(46,350)					-	(46,350)	(46,350)
	Administrative Assistant to Manager or Airport Administration	IPS	1.00	6014	3	Full Time	01-Jan-24	CUPE 126	61,080	17,710	78,790					-	78,790	78,790
	Subtotal		0.31						18,940	13,500	32,440	0	0	0		0	32,440	32,440

Part 4  
2024 Other Sections

Staff Identified needs not in the budget																			
									Annualized Impact If In 2024 operating budget for whole year										
Ref	Position and comments	Dept	FTE	Job Code Number	Step Number	FT/ PT	Estimated Start Date	Employee Group ( Union )	Salary	Benefits	Gross Exp	Subeldy	County	Other	Specify Rev source	Total	Annual Net Tax Levy Impact	2024 Net tax Levy Impact	
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	C14	C15	C16	C17	C18	C19	
17.0	MO																		
	Transit																		
	These postions are to provide on-street supervision and training assistance. On street supervision will benefit the department by providing driver support while on route; assessing routes during incliment weather, construction and events which affect the delivery of the transit service. As we see an increase in cases of aggression and violence on transit vehicles in other cities such as Toronto, plans need to be made to address them locally, these postions will provide a visable presence and support for drivers for any passenger/situational concerns. The training department needs to continue with curriculum development, on going refresher training, new driver training plus completion of the application to the MTO's "Driver Certification Program". These addition of 2 positions will provide the required support.																		
	Supervisor		2.00	1004	1	Full Time	01-Jan-24	Non Union	184,360	47,660	212,020					-	212,020	212,020	
											-					-	-	-	
	Subtotal		2.00							164,360	47,660	212,020	0	0	0		0	212,020	212,020
18.0	MO																		
	Public Works/Waste Management																		
	To support the expanded waste management program, increase customer service, manage bin warranties, medical waste and diaper servicing, dispatch, program lists, agreements and servicing levels an administrative support staff is required.																		
	Administrative support staff person (PW/MM)	IPS	1.00	6012	1	Full Time	01-Jan-24	CUPE 126	53,180	15,420	68,600					-	68,600	68,600	
											-					-	-	-	
	Subtotal		1.00							53,180	15,420	68,600	0	0	0		0	68,600	68,600
19.0	MO																		
	Public Works																		
	Fleet staffing levels have remained stagnant while the fleet continues to expand and service levels demands continue to increase. Technologies are advancing and we need staff to support the scheduling, quality assurance and compliance portion of our fleet management program. The is a supporting report pending approval in the queue to request the additional technicians, the coordinator and fleet supervisor.																		
	Fleet Coordinator	IPS	1.00	40010	1	Full Time	01-Jan-24	Cupe 504	53,520	15,520	69,040					-	69,040	69,040	
	Fleet Supervisor	IPS	1.00	1005	1	Full Time	01-Jan-24	Non Union	92,044	26,690	118,734					-	-		
	Subtotal		2.00							145,564	42,210	187,774	0	0	0		0	69,040	69,040

## Part 4 2024 Other Sections

Staff Identified needs not in the budget																		
									Annualized Impact if in 2024 operating budget for whole year									
Ref	Position and comments	Dept	FTE	Job Code Number	Step Number	FT/ PT	Estimated Start Date	Employee Group ( Union )	Salary	Benefits	Gross Exp	Subsidy	County	Other	Specify Rev source	Total	Annual Net Tax Levy Impact	2024 Net tax Levy Impact
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	C14	C15	C16	C17	C18	C19

MO																		
20.0	Public Works																	
<p>Supporting Enforcement Services during encampment response 2 person dedicated crew for site cleanups. The additional FTE additions will support Enforcement Services in increasing service levels and a timely response to encampment clean ups, addressing social and health and safety issues left by encampments in city public spaces. The initial request of a 2 person crew will allow immediate response, improve coordination between divisions to enhance our encampment response protocol. Currently, Public Works must draw from other activities to support the encampment response. x 2</p> <p>Supporting enhancement road maintenance and minimum maintenance standards. Municipalities in Ontario must meet certain standards when it comes to the maintenance of roads, sidewalks and bike lanes that include pothole patching, removal of ice and snow from highways, roadways and sidewalks if they haven't been met, the municipality could be liable in a personal injury case. The staff additions will allow Public Works to improve service levels and response times, alignment with our corporate strategies, plans and will increase overall attractability of our downtown core and improve our transportation infrastructure. x3 + light duty truck and tamper</p>																		
PW Operator		IPS	5.00	40010	1	Full Time	01-Jan-24	Cupe 504	267,580	77,600	345,180					-	345,180	345,180
											-					-	-	-
Subtotal			5.00						267,580	77,600	345,180	0	0	0	0	0	345,180	345,180

MO																		
21.0	Transit																	
This request is for 4 full time transit drivers to provide service enhancements and increased frequency on routes, in line with recommendations from the Peterborough Transit Liaison Committee. *Please see report IPSTR23-004*																		
Transit Drivers		MO	4.00	3003	1	Full Time	01-Jan-24	ATU	269,440	78,140	347,580					-	347,580	347,580
Subtotal			4.00						269,440	78,140	347,580	0	0	0		0	347,580	347,580

Outside agency																		
22.0																		
Additional Amounts requested by the DBIA for Street Scape serves																		
Street scape		Outside agency					01-Jan-24				9,270					-	9,270	9,270
Subtotal			0.00						0	0	9,270	0	0	0		0	9,270	9,270

## **2024 Capital Financing Supplementary Information**

---

### **Canada Community-Building Fund (formerly the Federal Gas Tax Program)**

The Canada Community-Building Fund (CCBF) is a permanent source of federal funding for local infrastructure. Funds are provided to communities up front, twice a year, and can be strategically invested across to address local priorities. Municipalities can also pool, bank and borrow against this funding.

At the May 20, 2014 Council meeting, based on recommendations outlined in Report CPFS14-007 dated May 12, 2014, Council authorized the execution of a 10-year Municipal Funding Agreement extending to 2023. The agreement took effect on April 1, 2014. The agreement allows municipalities to invest in 18 eligible categories including local roads and bridges (including active transportation), short-sea shipping, short-line rail, regional and local airports, broadband connectivity, public transit, fire stations, drinking water, wastewater, solid waste, community energy systems, brownfields redevelopment, sport, recreation, culture, tourism, disaster mitigation and capacity building.

Funds received are not intended to replace or displace existing sources of funding for tangible capital assets. The City must demonstrate that the average annual investments over the life of the agreement (2014-2023) exceed the base amount. Canada has stated that municipalities have to show progress and outcomes of Asset Management planning over the life of the agreement. City Council approved an updated Asset Management Plan through Report IPSIM22-011 dated May 2, 2022.

Details have not been announced yet by the Federal government regarding a new agreement with municipalities after the March 31, 2024 expiry of the current agreement. For 2024, staff have estimated an allocation of \$5.4 million of CCBF revenue, all of which has been used to fund a portion of the capital budget.

The 2024 budget includes CCBF to assist in funding the following capital projects:



**2024 Capital projects to be funded from Canada Community-Benefit Fund Reserve Fund (000's)**

<b>2024 Budget Canada Community Build Fund Funded Projects</b>										
				<b>2024</b>						
<b>Project Description</b>	<b>Project #</b>	<b>Total Project</b>	<b>Approved pre-2024</b>	<b>Total Costs</b>	<b>Rev</b>	<b>Net costs</b>	<b>Debt</b>	<b>Capital Levy</b>	<b>Other Reserves and Trusts</b>	<b>Canada Community Build Fund</b>
Healthy planet Arena - replace reffridgeration planr	20-015			3,000.0		3,000.0				3,000.0
New Arena Aquatics Centre	15692	68,520.0	44,520.0	24,000.0		24,000.0	20,600.0		1,000.0	2,400.0
Total		68,520.0	44,520.0	27,000.0	0.0	27,000.0	20,600.0	0.0	1,000.0	5,400.0

### **Development Charges Reserve Funds**

Development Charges are levied in accordance with various Development Charge by-laws that were approved in November 2019 and July 2022, all of which establish various Development Charge rates.

The 2024 Capital program assumes \$0.9 million will be drawn from various Development Charge (DC) Reserve Funds to fund growth related Capital projects to be undertaken during 2024 and \$24.6 million to be funded from DC funded debentures.

The current rate for the Growth Areas is in effect until July 31, 2027. The City-wide rates are in effect until December 31, 2024. On November 28, 2022, **Bill 23, More Homes Built Faster Act, 2022** went into force. This legislation makes amendments to nine different statutes including the **Development Charges Act**. These changes included a requirement to phase-in DCs for new by-laws after January 1, 2022 with a 20% reduction in the first year, decreasing by 5% each year until year 5 when the full rate applies, changes to the eligible capital costs, discounts and exemptions. Staff Report IPSPL23-001 dated January 23, 2023 and CLSFS23-034 dated June 19, 2023 provided further details.

The enactment of Bill 23 shifts a significant portion of the financial burden for growth from developers to existing taxpayers. The impact of three elements of Bill 23 – the phase-in provision, elimination of services and the rental discount – will result in loss of DC revenues over the next 10-year by-law period of \$7 to \$9 million which must be covered by taxpayers in the form of tax increases.

The 2023 rates are set out on Schedule 1 on the following page.

### **DC commitments as of December 31, 2022 exceed current balances by \$45.4 million.**

The 2022 Development Charges Continuity Schedules 2 and 2A, detail the activity for 2022. The \$28.1 million balance as of December 31, 2022, and outstanding budgeted commitments of \$9.6 million leave a shortfall of \$18.4 million in the fund.

In addition to the \$18.4 million shortfall, there is \$63.9 million in debt on future growth-related capital works already committed against the DC reserves; however, future DCs collected will service the debt payments in future years.

Many of the sub-reserves are overdrawn as the work must proceed in advance of the development. They will be replenished as growth occurs and development charges are collected.

## Development Charge Rates

Schedule 1 City of Peterborough Development Charge Rates - August 1, 2023 to December 31, 2023				
Residential Charge Per Unit				
Planning Area		Residential A Total Charge	Residential B Total Charge	Residential C Total Charge
C1	C2	C3	C4	C5
	City-Wide Dev. Area	\$42,906	\$27,114	\$24,302
	Growth Areas			
1.	Jackson	\$46,859	\$30,464	\$26,580
2.	Carnegie East	\$53,967	\$36,488	\$30,676
3.	Carnegie West	\$50,674	\$33,697	\$28,779
4.	Lily Lake	\$49,181	\$32,432	\$27,918
5.	Chemong East	\$52,821	\$35,516	\$30,016
6.	Chemong West	\$54,860	\$37,245	\$31,191
7.	Liftlock	\$53,680	\$36,245	\$30,511
8.	Coldsprings	\$52,136	\$34,935	\$29,621
9.	Average	\$50,787	\$33,793	\$28,844

### Non-Residential Development Charge (\$/sq.m)

		Total Non-Residential Charge (\$/sq.m)
10.	Chemong West	\$207.49
11.	Coldsprings	\$197.24
12.	All Other Areas of the City	\$162.47

Development Charges Reserve Funds – Statement of Continuity as of December 31, 2022

<b>Schedule 2</b> City of Peterborough Development Charge Reserve Funds Statement of Continuity For The Year Ended December 31, 2022															
Description C1	Total C2	General Government C3	Police Service C4	Transit C5	Indoor Recreation C6	Library Service C7	Fire Service C8	Park Dev and Facilities C9	Parking C10	Public Works C11	City Wide Engineering Roads C12	City Wide Engineering WWTP C13	Affordable Housing C14	Waste Management C15	
1 Balance - January 1, 2022	26,602,275	(229,993)	139,068	1,352,634	2,020,797	354,042	647,845	1,762,625	1,967,835	(1,434,941)	24,482,639	(3,251,918)	234,711	91,291	
2 <u>Revenue for the year 2022</u>															
3 Development Charges	6,825,247	51,410	83,766	419,166	859,620	210,681	150,711	516,546	118,290	157,812	3,954,554	220,028	52,733	29,929	
4 Debiture Proceeds															
5 Received/Receivable															
6 Interest Earned	623,117	(6,207)	3,446	32,811	51,241	4,969	15,784	42,576	49,547	(39,119)	600,156	(88,026)	6,052	2,237	
7	7,448,364	45,203	87,212	451,977	910,861	215,650	166,495	559,122	167,837	118,693	4,554,710	132,002	58,785	32,166	
8 <u>Transfers for the year 2022</u>															
9 Transferred to the Capital Fund	(2,787,469)	(22,746)	(19,870)	(73,467)		(125,460)	(39,579)	(48,619)		(15,372)	(1,833,281)		(138,238)		
10 Transferred from the Capital Fund															
11 Tst to Operating															
12 Current Year Debt Principal and Interest	(3,181,101)			(55,090)		(280,182)		(70,324)		(205,700)	(1,142,134)	(469,553)			
13 Amounts allocated (To) From Other Services															
14 Subtotal net transfers	(5,968,570)	(22,746)	(19,870)	(128,557)		(405,642)	(39,579)	(118,943)		(221,072)	(2,975,415)	(469,553)	(138,238)		
15 Balance - December 31, 2022	28,082,069	(207,535)	206,410	1,676,054	2,931,658	164,050	774,762	2,202,804	2,135,672	(1,537,321)	26,061,934	(3,589,469)	155,259	123,457	
16 Less Future Capital Works	(9,636,235)	(56,710)	(40,704)	(702,406)	(115,304)	(323,700)	(67,529)	(832,310)		(229,528)	(3,141,917)		(568,705)		
17 Less Future Debt Issues	(63,887,256)			(768,079)	(24,283,600)		(9,468,800)	(450,000)			(20,614,877)				
18 Subtotal future commitments	(73,523,491)	(56,710)	(40,704)	(1,470,485)	(24,398,904)	(323,700)	(9,536,329)	(1,282,310)		(229,528)	(23,756,794)		(568,705)		
19 Current Balance less Future Capital Works	(45,441,423)	(264,245)	165,706	205,569	(21,467,246)	(159,650)	(8,761,568)	920,494	2,135,672	(1,766,848)	2,305,140	(3,589,469)	(413,446)	123,457	

Part 4  
2024 Other Sections

## Schedule 2

City of Peterborough  
Development Charge Reserve Fund:  
Statement of Continuity  
For The Year Ended December 31, 2

Description C1	Jackson Growth Area C2	Carnegie East Growth Area C3	Carnegie West Growth Area C4	Chemong East Growth Area C5	Chemong West Growth Area C6	Liftlock Growth Area C7	Coldspring Growth Area C8	Lily Lake Growth Area C9	City Wide Growth Area C10	Growth Areas <sup>(1)</sup> C15
1 Balance - January 1, 2022	1,017,215	(2,035,948)	(85,846)	2,498,673	(2,260,785)	23,129	25,809	(977,936)	261,330	(1,534,360)
2 Revenue for the year 2022										
3 Development Charges										
4 Debiture Proceeds										
5 Received/Receivable										
6 Interest Earned	23,272	(51,771)	(2,241)	62,229	(59,080)	639	656	(32,390)	6,336	(52,350)
7	23,272	(51,771)	(2,241)	62,229	(59,080)	639	656	(32,390)	6,336	(52,350)
Transfers for the year 2022										
8 Transferred to the Capital Fund		(113,142)	(59,608)	(116,250)	(181,837)					(470,837)
9 Transferred from the Capital Fund										
10 Tsf to Operating										
11 Current Year Debt Principal and Interest	(234,021)	(14,254)	(10,323)	(106,711)	(166,922)			(405,281)	(20,606)	(958,118)
12 Amounts allocated (To) From Other Services										
13 Subtotal net transfers	(234,021)	(127,396)	(69,931)	(222,961)	(348,759)			(405,281)	(20,606)	(1,428,955)
14 Balance - December 31, 2022	806,466	(2,215,115)	(158,018)	2,337,941	(2,668,625)	23,768	26,465	(1,415,607)	247,060	(3,015,665)
15 Less Future Capital Works	(545,246)	(77,725)	(76,436)	(52,800)	(190,217)	(135,000)	(230,000)	(2,250,000)		(3,557,423)
16 Less Future Debt Issues	(370,000)	(2,138,100)	(1,331,900)	(929,000)	(2,912,900)	(250,000)		(370,000)		(8,301,900)
17 Subtotal future commitments	(915,246)	(2,215,825)	(1,408,336)	(981,800)	(3,103,117)	(385,000)	(230,000)	(2,620,000)		(11,859,323)
18 Current Balance less Future Capital Works	(108,780)	(4,430,940)	(1,566,354)	1,356,141	(5,771,741)	(361,232)	(203,535)	(4,035,607)	247,060	(14,874,988)

## Long Term Debt

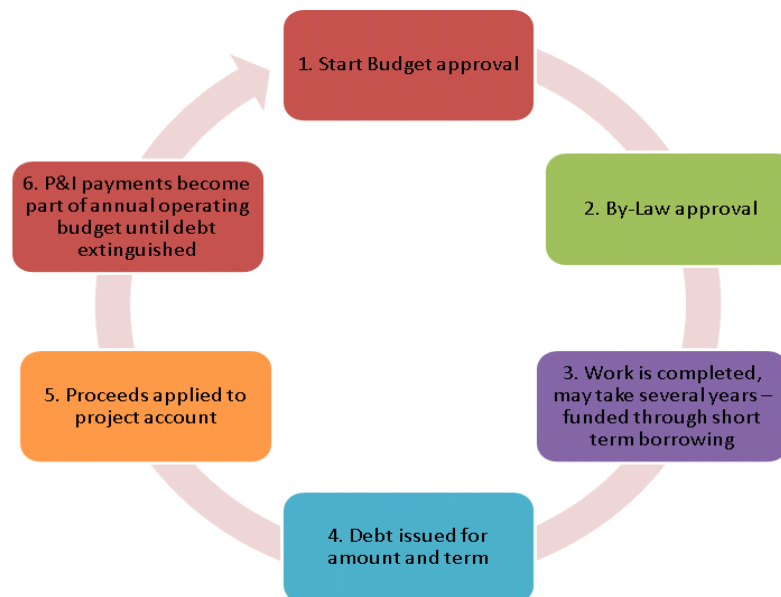
Long term debt plays an integral part in financing the City's capital works, and related principal and interest payments affect the Operating Budget directly.

There are two basic types of long-term debt. One is debt that has been issued and is outstanding and the second is debt that has been approved in previous years' budgets but is not yet issued.

### Debt Approval Cycle

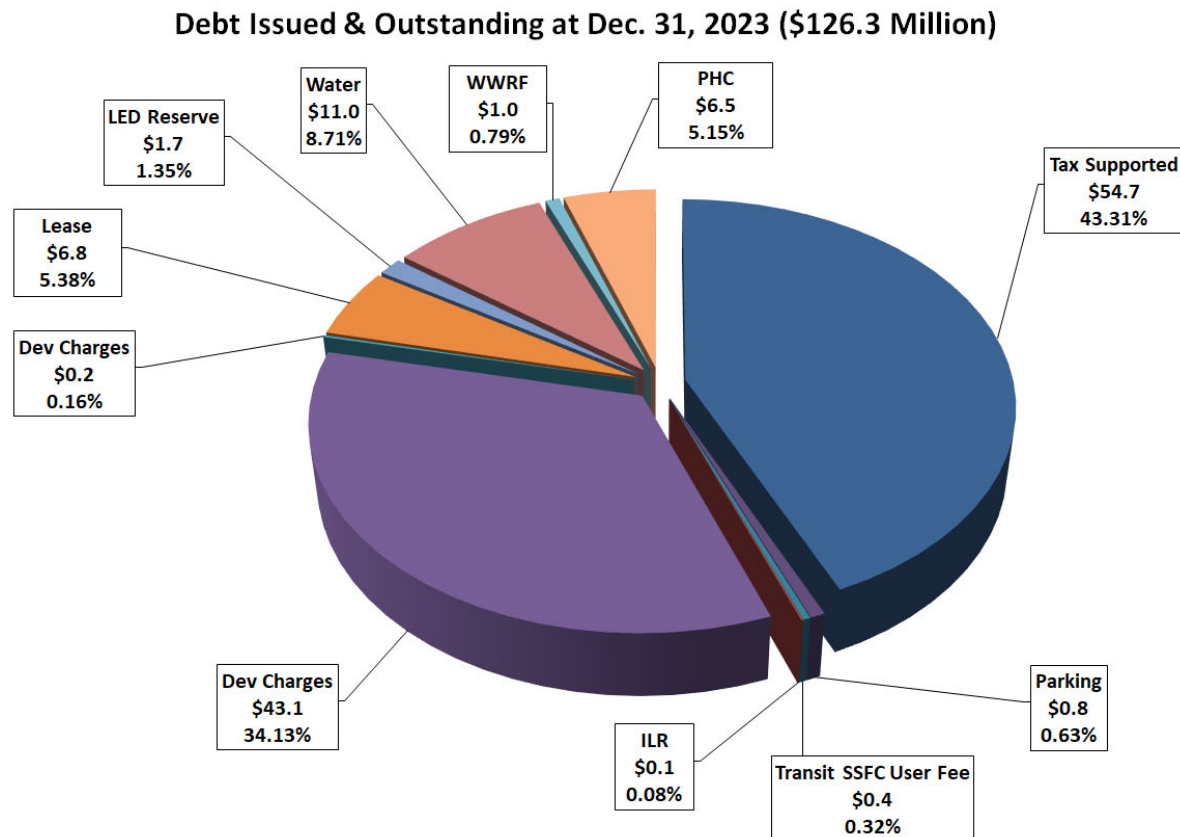
Debt includes long-term debt and certain lease obligations of the City and its local boards. As stipulated in the **Municipal Act, 2001**, long-term debt can only be used to finance capital assets. The City issues debt that is repaid from a variety of sources including water, wastewater and parking user rates, development charges, provincial/federal gas tax, user fees, property taxation and local improvements.

The following graph gives a high-level overview of how debt is typically incurred through the capital budget process.



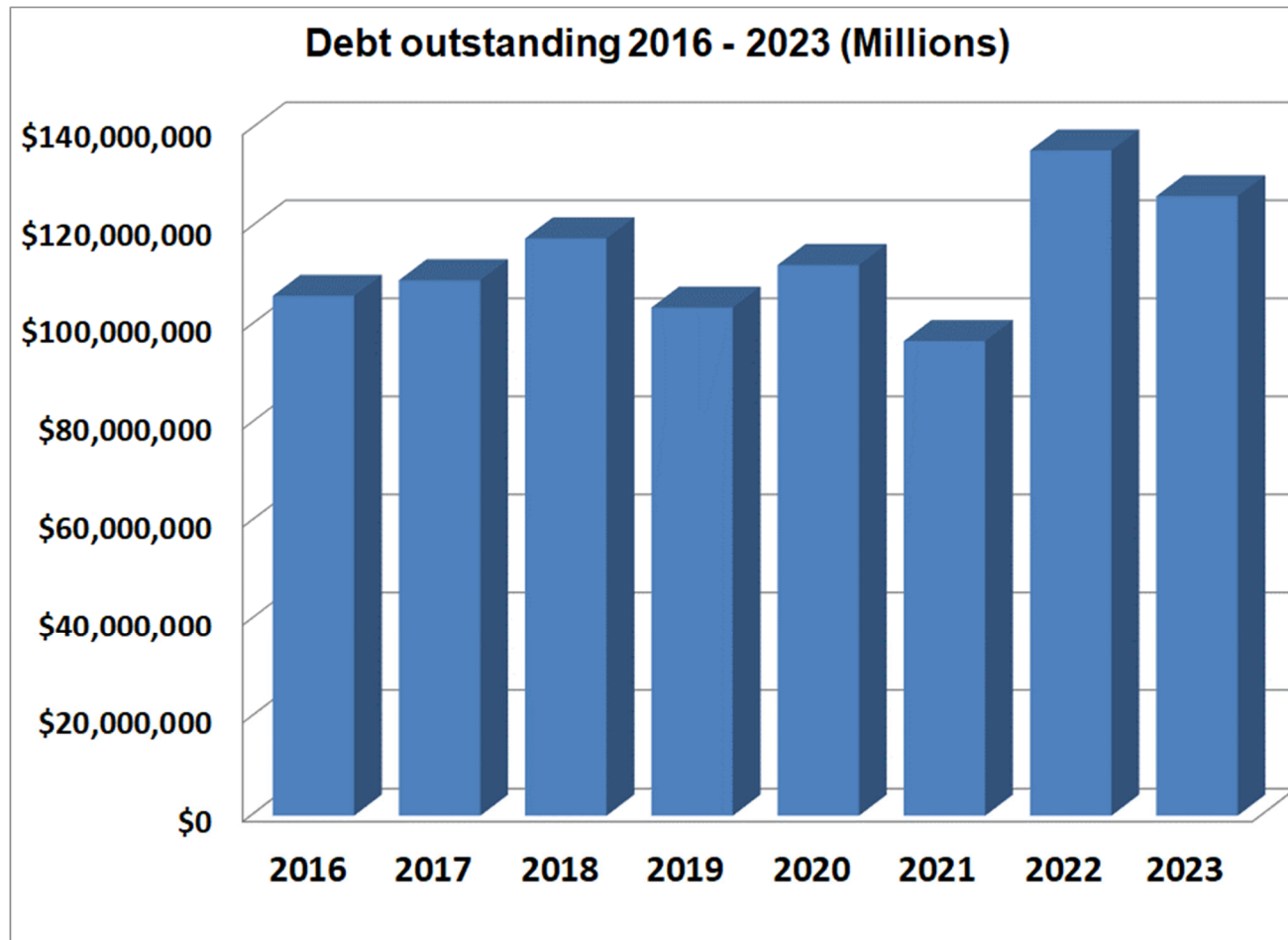
### Debt Issued and Outstanding - December 31, 2022

This is the debt issued and for which the City is locked into paying principal and interest repayments until maturity. The debt to be recovered from general tax revenues is called “tax supported.” The numbers shown represent outstanding principal only and do not include any interest cost.



### Historical Debt Outstanding 2016 to 2023

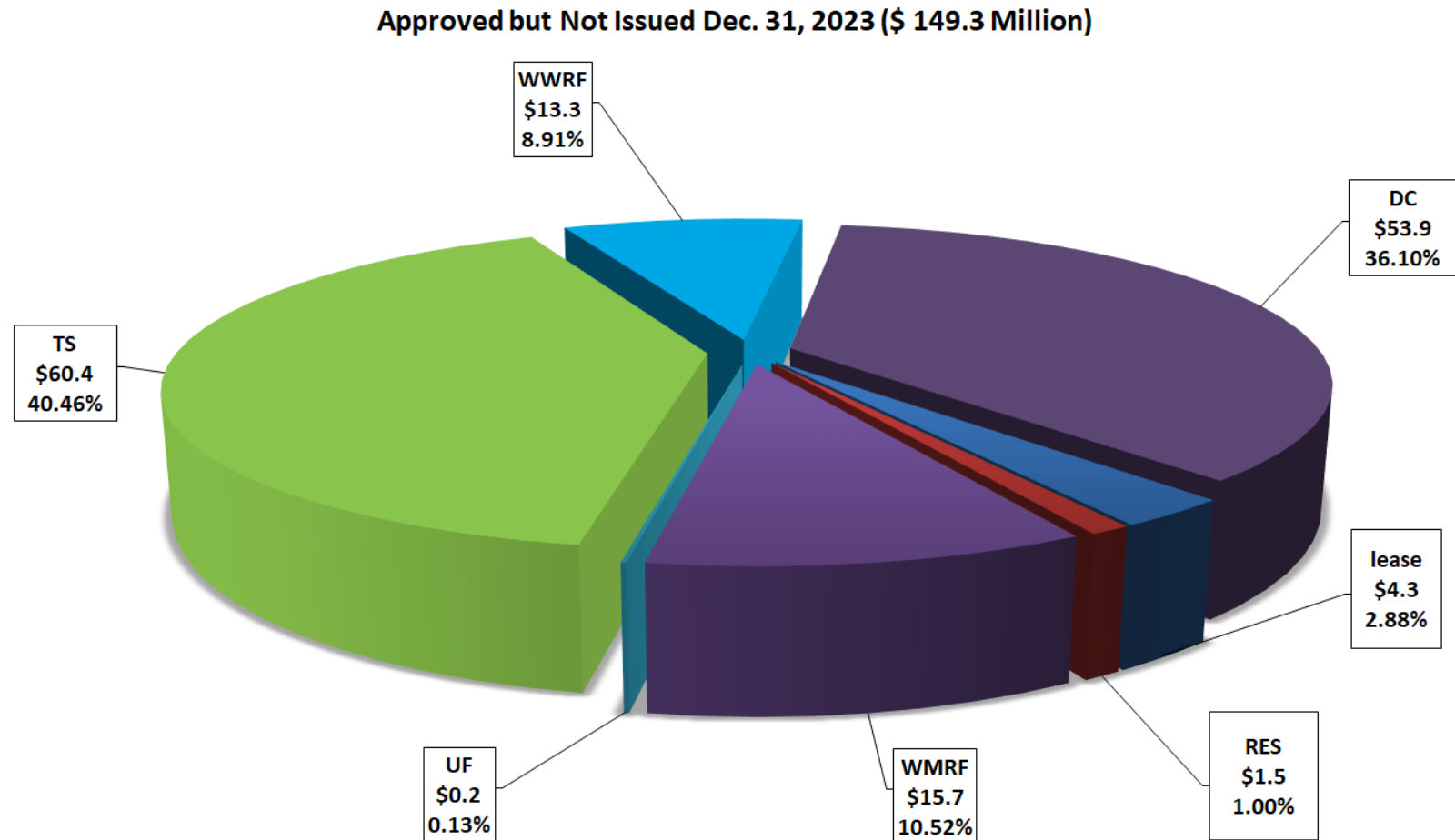
The level of debt issued and outstanding is tracked on the following graph.





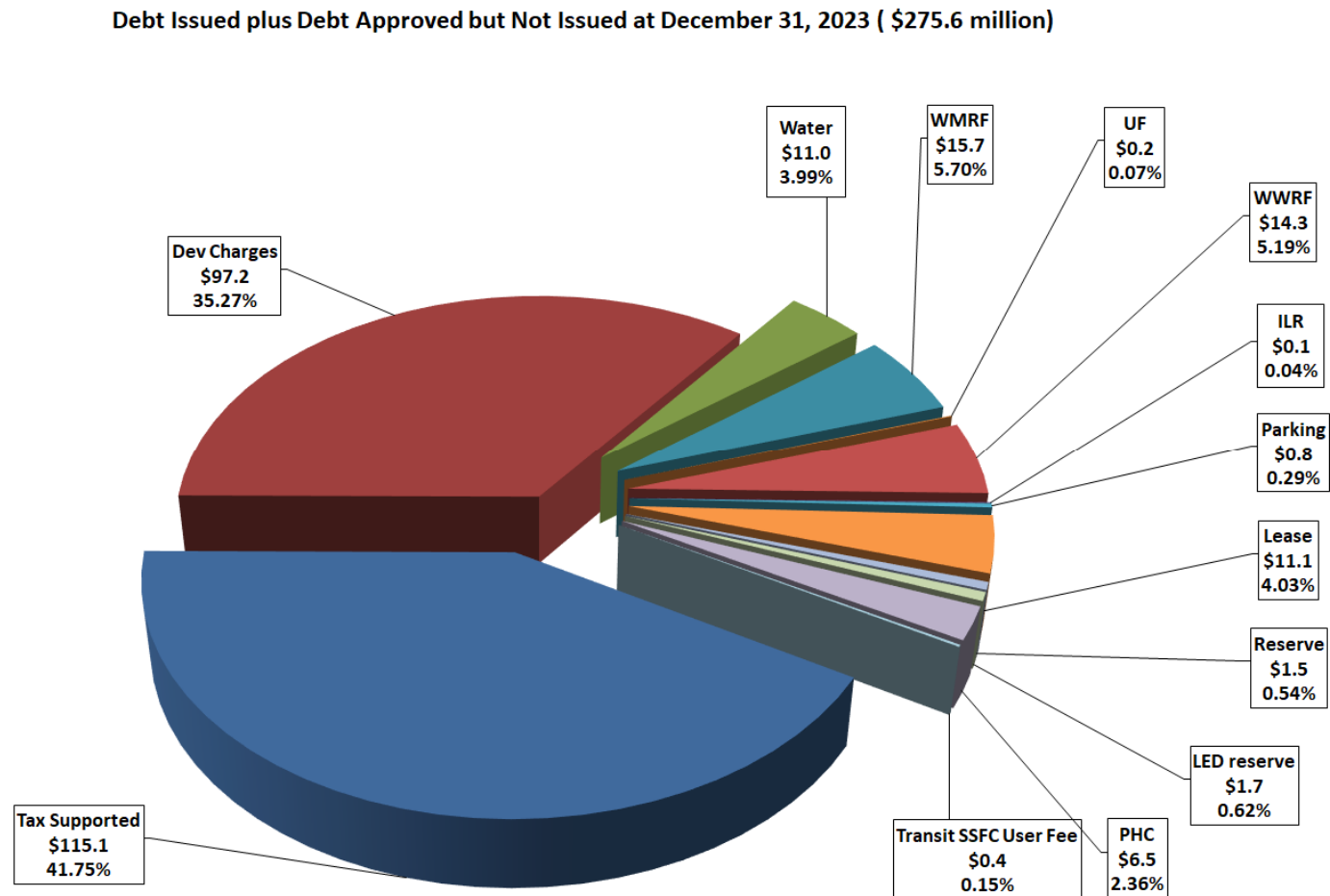
### Debt Approved but not Issued – December 31, 2023

In addition to debt issued and outstanding, \$149.3 million in debenture financing has been approved in previous years' budgets or through Reports to Council but has not yet been issued. Debt is issued when projects are fully completed.



### Debt Issued plus debt approved but not issued

When both “Issued” and “Approved But Not Issued” types of debt are added together, the total debt load on the municipality is \$275.6 million. The graph indicates how the debt servicing costs are being paid for:



## **Level of debt**

### **Provincial guidelines**

Each year the Province calculates the City's Annual Debt Repayment Limit. The Province stipulates that a municipality may not commit more than 25% of its total own-purpose revenues (Net Revenues) to service debt and other long-term obligations without obtaining prior approval from the Ontario Municipal Board.

### **Debt Management Policy – City Policy**

In place of the provincial guideline, the City has its own, more stringent Debt Management Policy.

In 2012, through Report CPFS12-011, amended in July 2021 through Report CLSFS21-024 - Debt Management and Capital Financing Plan and further amended with Report CLSFS23-033 dated August 14, 2023, Council adopted a series of recommendations that created opportunities to add additional capital financing into the annual budget.

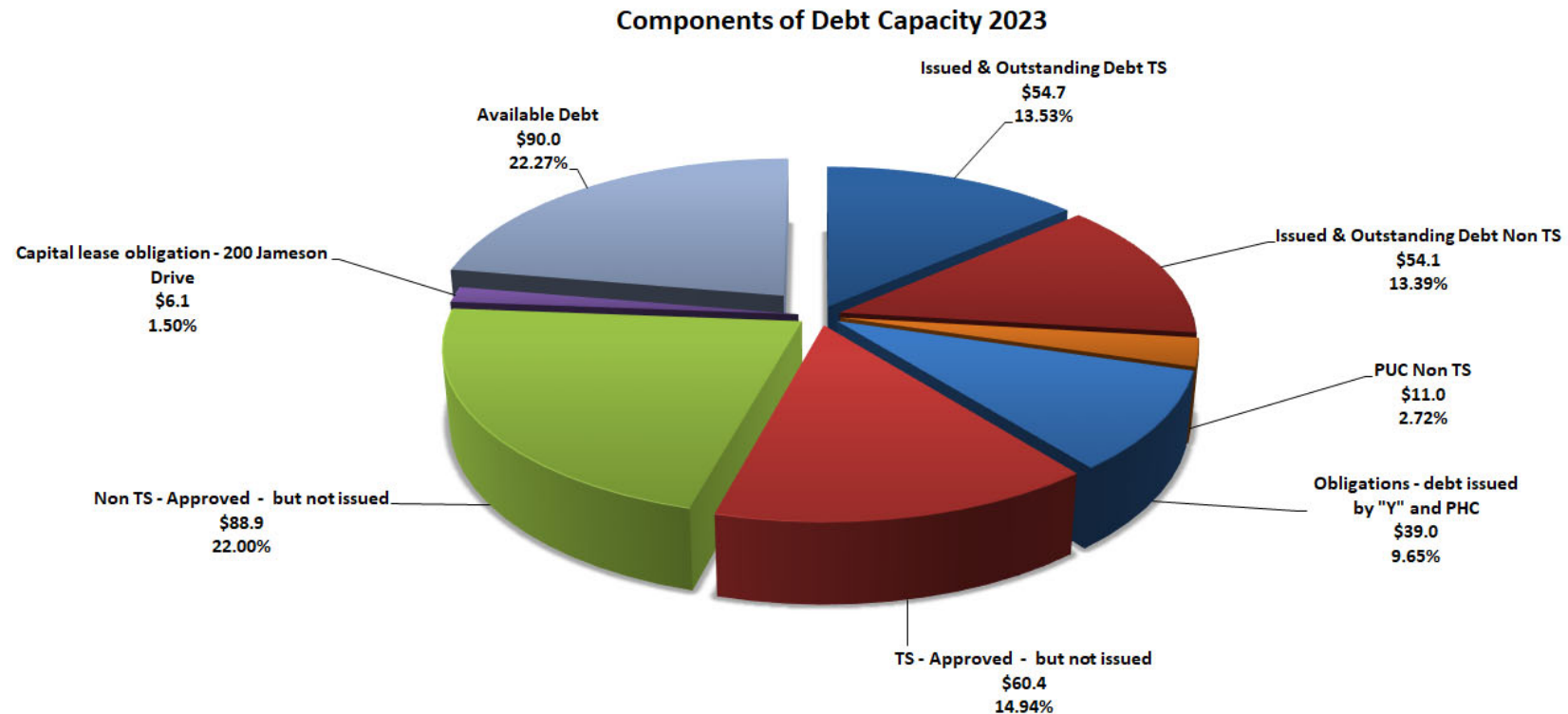
It established a new threshold with an annual debt repayment limit that parallels the provincial calculation based on O. Reg 403/02 with the following criteria:

- That the maximum current year annual debt repayment is based on 20% of the City's consolidated own-purpose revenues (Net Revenues).
- That, in addition to the debt charges for the current year, provision is made for any:
  - Debenture financing approved through by-law but for which no debt has yet been issued,
  - Debenture financing approved through the Capital Budget, but for which no by-law has yet been established,
  - Outstanding financial commitments beyond the normal course of business,
  - Loan guarantees and significant lease obligations,

Any debt issued by, or on behalf of, the City's local boards, excluding COPHI, including mortgages, debentures, or demand loans.

### Remaining Debt Capacity at December 31, 2023

Based on the Debt Management Policy, the debt capacity available at December 31, 2023, is \$90.0 million of tax-supported (TS) debt and non-tax-supported (Non-TS) debt. To derive these amounts, assumptions are made with respect to the term (TS = 10 years, Non-TS = 15 years) of the debt and the expected interest rates available in the marketplace.



### **Remaining Debt Capacity at December 31, 2023**

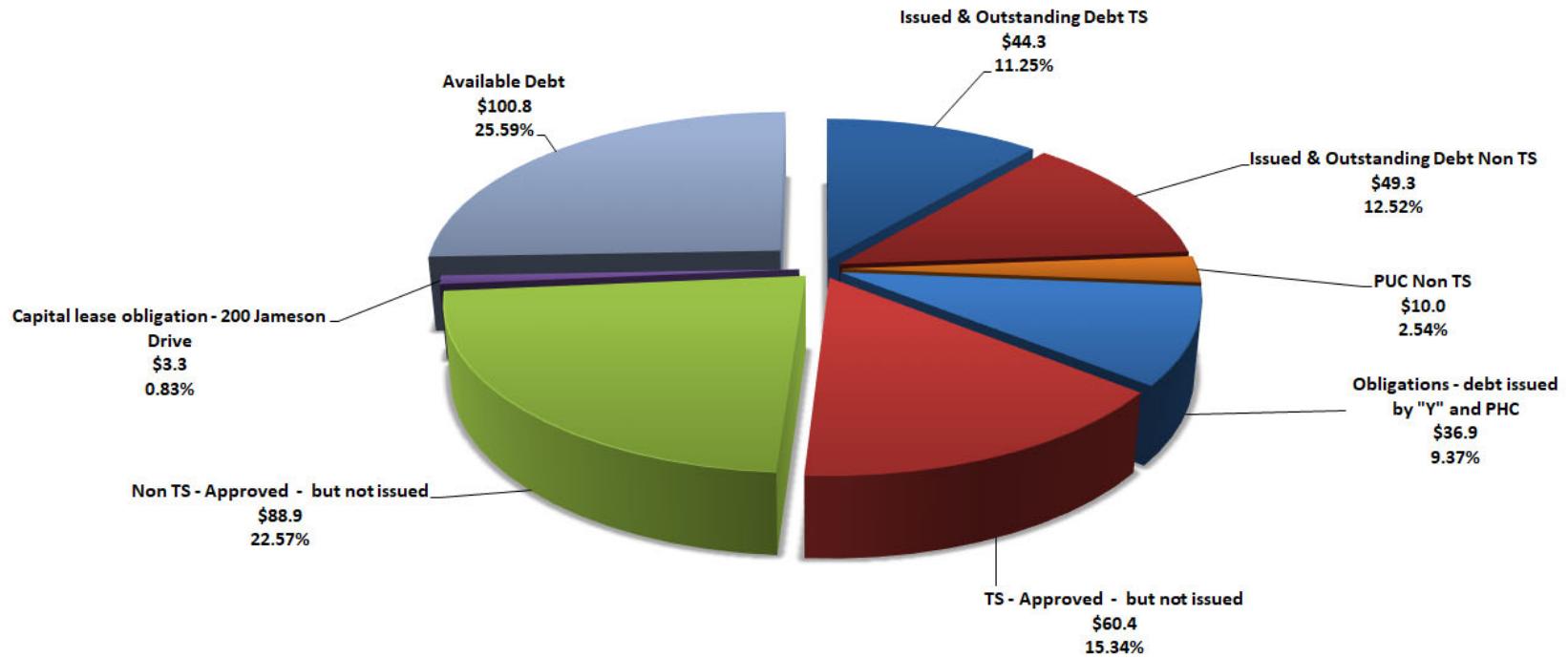
With approval of the 2024 Capital Budget, and assuming the 2024 payments of debt principal are paid as per the normal course of business throughout the year, the debt capacity available at December 31, 2024 becomes \$100.8 million as shown on the following graph, "Available Debt". The change in capacity from 2023 is a factor of the debt extinguished in the year, new debt in 2024 capital budget, increasing revenues and the mix of the terms of debt outstanding (10 Year vs. 15 Year). As debt capacity is determined by debt servicing costs, principal, and interest payments on short term debt (10 Year) are higher than debt amortized over a longer period of time (15 Years).

How quickly the remaining debt capacity is exhausted will continue to be subject to Council's direction through Report CPFS12-011 dated April 4, 2012 as follows:

"That, to phase-in the new maximum debt limit, the total annual amount of new tax-supported debt charges and any increase in the capital levy provision be limited so that the impact on the residential All-inclusive tax increase does not exceed 1% per year."

The increase through the Debt Management Policy in the All-inclusive rate in the 2024 operating budget related to TS debt is 1.00%. This increase is in compliance with the Finance Committee's direction as outlined in the Guideline Report CLFSF21-022 dated July 12, 2021.

**Components of Debt Capacity 2024**



## **Reserves and Reserve Funds**

### **Reserve and Reserve Fund Balances (\$11.7 million at October 2023)**

Reserves and Reserve Funds play a critical role in municipal budgeting and financial strength. The balances reflected in the schedule are at a specific point in time, October 2023, and amount to \$11.7 million in uncommitted balances.

Most of the fund balances are committed by legislation or specific resolutions of Council for very specific purposes and form an integral part of the City's long-term Capital financing plan.

The following chart provides details of the Reserve and Reserve Funds Balances and Commitments as of October 2023. The Chart excludes 2024 budgeted transfers to Reserves and planned 2024 expenditures from Reserves.

Part 4  
2024 Other Sections

Ref	Description	Purpose of Reserve To assist in financing or fund...	—Type of Reserve and Balance at October 2023—			Commitments	Uncommitted Balance
			Obligatory Reserve Funds, Deferred Revenue	Discretionary Reserve Funds	General Reserves		
1	2	3	4 \$	5 \$	6 \$	7 \$	8 \$
	<b>Working Funds</b>						
1	Working Funds	Operations in between revenue streams			1,543,865	838,207	2,382,072
	<b>Contingencies</b>						
2	Strike Contingency	Costs necessary due to an employee strike			120,000	-	120,000
3	Contingent Lease Liability	AmeriCredit Lease commitment			100,000	-	100,000
4	Future Assessment Loss	Extraordinary tax write-offs - Auditor recommended			423,478	-	423,478
5	Capital Levy Reserve	In-year and future capital projects			4,502,431	-	4,502,431
	<b>Replacement of Equipment</b>						
6	Arena Equipment	Arena equipment			7,815	-	7,815
7	Ptbo Sport & Wellness Centre Equipment	PSWC replacement equipment			260,108	(14,151)	245,955
8	Public Works depreciation	Public works replacement vehicles and equipment		5,614,831		(4,113,988)	1,500,843
9	Ontario Community Infrastructure Fund (OCIF)				8,498,773	(8,270,800)	227,973
11	Legacy Fund Income Retention				3,789,978	(1,552,715)	2,237,263
	<b>Sick Leave</b>						
12	Sick Leave	Fire Services Sick Leave Liability			2,299,907	-	2,299,907
	<b>Insurance</b>						
13	Insurance	Insurance costs below deductible or major issue			1,213,478	(775,647)	437,830
	<b>Workplace Safety and Insurance Board (WSIB)</b>						
14	WSIB Reserve	Future WSIB liabilities - (City is Schedule II employer)			2,457,233	(9,449,700)	(6,992,467)
	<b>Post-Employment Benefits</b>						
15	Employee Benefits Reserve	Future liabilities based on Actuarial review			3,679,922	(21,543,600)	(17,863,678)
	<b>Parking</b>						
16	Parking	Parking Capital Expenditures			445,557	(465,442)	(19,885)
17	Atria Parking				197,701	-	197,701
	<b>Debenture repayment</b>						
18	Airport Debt Servicing	Annual debt payments are approx. \$1.4M / year			(72,689)	-	(72,689)
	<b>General Government</b>						
19	Facilities Maintenance	Maintenance of City Facilities			237,408	(97,104)	140,304
20	Casino Gaming	Casino Gaming			4,128,994	(5,300,748)	(1,171,754)
21	Climate Change Action Plan Reserve	Climate Change			1,869,055	(1,189,505)	679,550
22	PTS Telephone Reserve	Replacement			-	-	-
23	Elections Reserve	Annual for municipal election every 4th year			184,829	-	184,829
24	Electronic Data Processing Equipment	IT Capital Expenditures			3,060,241	(1,250,943)	1,809,298
25	PTS MS Office Licences	Software License Capital Expenditure			(140,379)	-	(140,379)
26	Pay Equity	Pay equity costs			29,191	-	29,191
27	Municipal Accomodation Tax Reserve (MAT)	Tourism promotion			921,894	(640,242)	281,652
28	Organizational Dev & Ben Res	In year organizational development issues			465,478	-	465,478
29	Accessibility Improvements	Accessibility Capital Expenditures			50,756	(104,828)	(54,073)



Part 4  
2024 Other Sections

Ref	Description	Purpose of Reserve To assist in financing or fund...	--Type of Reserve and Balance at October 2023--			Commitments	Uncommitted Balance
			Obligatory Reserve Funds, Deferred Revenue	Discretionary Reserve Funds	General Reserves		
1	2	3	4 \$	5 \$	6 \$	7 \$	8 \$
30	Sustainability	Sustainability Capital Expenditures			-	-	-
31	Court House - 70 Simcoe St	Court House Capital Expenditures			1,086,780	(9,085)	1,077,696
	<b>Protection Services</b>						
32	Peterborough County/City Paramedics Service Reserve	Extraordinary In year cost			1,422,185	-	1,422,185
33	Fire Fighting & Safety Equip	Future Fire safety equipment			442,031	(378,385)	63,647
34	Fire Dispatch Reserve	Fire Dispatch Capital Expenditure			385,283	(335,286)	49,996
35	Fire Vehicle Equipment	Fire vehicles and equipment			2,307,584	(1,045,364)	1,262,220
	<b>Transportation Services - Roadways</b>						
36	Lily Lake Monitor Pgm Reserve	Unspent Provincial funding received			80,678	-	80,678
37	Infrastructure and Planning Services Dept Capital	IPS Capital Expenditures			266,184	(267,292)	(1,107)
38	Subdivision Engineering Fees	To match revenues with year of expenditure			666,543	-	666,543
39	Engineering Design & Inspection	To match revenues with year of expenditure			1,633,512	-	1,633,512
40	Decorative Streetlighting	Decorative Streetlighting Capital Expenditures			13,765	-	13,765
41	LED Street Light Debt Servicing	Decorative Streetlighting Capital Expenditures			595,377	-	595,377
42	Bridge Reserve	Bridge Capital Expenditures			2,714,725	(2,322,873)	391,853
43	Winter Control	Extraordinary winter season costs			477,895	-	477,895
44	Traffic Signals	Traffic Capital Expenditures			742,213	(430,708)	311,505
45	Devlpt Proj Signs (Traffic)	Traffic Signs Capital Expenditures			303,501	(62,857)	240,644
46	Rear Lane Reserve	Operating costs to maintain Lanes			95,968	-	95,968
47	Downtown Decorative Streetlighting Enhancement	Main Street Revitalization			-	-	-
48	OMCC - Cycling	Project Grant funding			57	-	57
	<b>Transportation Services - Transit</b>						
49	Transit Capital	Transit Vehicles replacement			2,493,998	(787,200)	1,706,798
50	Safe Restart - Transit				-	-	-
	<b>Transportation Services - Air</b>						
51	Airport Development Review Reserve	Operating costs for Development review			53,363	-	53,363
52	Airport Pavement	Airport Capital Expenditures			450,004	-	450,004
53	Airport External Audit			40,000	-	-	40,000
	<b>Environmental Services - Sanitary Sewer System</b>						
54	FRMP - Res Sewer Surcharge	FRMP Capital Expenditures			11,341,117	(7,422,686)	3,918,431
55	Waste Water Reserve	Sanitary & Storm Sewer related Capital Expenditures		31,593,645	-	(24,593,512)	7,000,133
	<b>Environmental Services - Storm Sewer System</b>						
56	FRMP - Res Capital Levy	FRMP Capital Expenditures			5,988,955	(5,825,536)	163,419
	<b>Environmental Services - Waste Disposal</b>						
57	Waste Management	Waste Management Capital Expenditures			5,233,976	(7,346,382)	(2,112,405)
58	Landfill Closure	Closure & Post closure costs			5,546,366	(19,902,023)	(14,355,657)
	<b>Planning and Development</b>						
59	Control Monuments - New Subdivisions	Control Monuments Capital Expenditures			(16,272)	(10,000)	(26,272)
60	Economic Development Initiatives Reserve	Economic Development Activities			26,463	-	26,463

Part 4  
2024 Other Sections

Ref	Description	Purpose of Reserve To assist in financing or fund...	--Type of Reserve and Balance at October 2023--			Commitments	Uncommitted Balance
			Obligatory Reserve Funds, Deferred Revenue	Discretionary Reserve Funds	General Reserves		
1	2	3	4 \$	5 \$	6 \$	7 \$	8 \$
61	Industrial Land	Industrial Land Capital Expenditures			643,316	(830,341)	(187,025)
62	Property Purchases	Property Purchases Capital Expenditures			5,599,134	(2,770,675)	2,828,459
63	Loggerhead Marsh	Amounts committed to Loggerhead Marsh Developers			449,994	-	449,994
64	Site Plan Compliance (Ping)	To fulfil performance security issues			21,529	-	21,529
65	Doctor Recruitment Incentive	Payments to recruit new Doctors			177,125	(95,000)	82,125
66	Parkland Acquisition	Parkland Capital Expenditures			139	-	139
67	Woodland Conservation Reserve				342,549	-	342,549
68	Heritage Preservation Reserve				132,676	(13,765)	118,911
<b>Health Services</b>							
69	Peterborough Public Health	Available as City share for one-time expenditure			103,528	-	103,528
<b>Social and Children's Services</b>							
70	General Assistance (Social Services)	Extraordinary GA costs due to increase caseload/cost			8,598,248	(6,017,416)	2,580,831
71	SS Community Social Plan 50/50 Reserve	Shared with the County			228,489	-	228,489
72	Social Services - Early Learning Child Development	Provincial Funds for Early Learning Program			722,912	-	722,912
73	Fairhaven Home for the Aged	Fairhaven Debt financing			375,125	-	375,125
<b>Social Housing</b>							
74	Home Ownership Loan Fund	Housing incentive Program			376,911	-	376,911
75	Kawartha & Otonabee Native Cap. Reserve	K & O Native Capital Expenditures			1,374,500	-	1,374,500
76	Investment Affordable Housing - Peterborough Renovates	Housing incentive Program			641,976	-	641,976
77	Social Housing	Extraordinary Social Housing costs			2,358,655	(1,522,177)	836,478
78	Social Housing-City/County	Extraordinary Social Housing costs			1,860,413	(485,000)	1,375,413
79	Social Housing-DOOR Funding	Provincial funding specific to DOOR program			(56,467)	-	(56,467)
80	Ptbo Housing Corp Capital Reserve	PHC capital Expenditures			146,908	-	146,908
81	Affordable Housing PropertyRes	Housing incentive Program		231,303	-	-	231,303
82	Rent Choice Supplement (Joint)	Housing incentive Program		407,434	-	-	407,434
83	Affordable Housing Partnership	Housing incentive Program		825,471	-	(103,820)	721,651
<b>Recreation - Cultural Services</b>							
84	Public Art Maintenance	Maintenance of Public Art		143,226	-	-	143,226
<b>Recreation - Facilities</b>							
85	Museum Administration/Acquisition	Acquisition and care of artifacts/archival collection			3,098	-	3,098
86	Cannabis Legalization Implementation	Cannabis Legalization Implementation			-	-	-
87	Museum Renovation	Museum Capital Expenditures			288,312	(61,457)	226,855
88	Healthy Planet Arena - Surcharges	Used to help fund Healthy Planet Arena debt			56,923	-	56,923
89	Ptbo Sport & Wellness Centre Capital Conservation	PSWC Capital Expenditures			282,928	(75,000)	207,928
90	New Athletic Fields	New Athletic Fields Capital Expenditures			152,579	-	152,579
91	Beavermead Reserve	Beavermead Capital Expenditures			106,021	-	106,021
92	Artificial Turf	Artificial Turf Capital Expenditures			633,689	-	633,689
93	Market Hall Performing Arts	Market Hall Capital Expenditures			980	-	980
94	Sportfield Lights	Sport field Lights Capital Expenditures			249,996	-	249,996
95	PACAC Reserve	PACAC Costs			59,197	-	59,197
96	Marina	Marina Capital Expenditures			11,086	-	11,086
97	General Recreation Reserve	Recreation Capital Expenditures			225	-	225

Part 4  
2024 Other Sections

Ref	Description	Purpose of Reserve To assist in financing or fund...	--Type of Reserve and Balance at October 2023--			Commitments	Uncommitted Balance
			Obligatory Reserve Funds, Deferred Revenue	Discretionary Reserve Funds	General Reserves		
1	2	3	4	5	6	7	8
			\$	\$	\$	\$	\$
	Subdivider Contributions						
	Recreational land (the Planning Act)						
121	New Subdivision Trees		46,672			-	46,672
122	Parkland 5% in lieu		1,367,157			(23,060)	1,344,097
	Building Code Act, 1992 (Section 2.23)						
123	Building Division Reserve		642,661			(193,352)	449,309
	Gasoline Tax - Province						
124	Prov - Gas Tax Funds - Transit		(997,677)			-	(997,677)
	Canada Community-Building Fund						
125	Canada Community-Building Fund (formerly Fed Gas Tax)		16,516,355			(18,448,583)	(1,932,228)
			17,575,167	38,855,909	110,569,968	(155,310,041)	11,691,005



Budget Highlights

## **Part 5: 2024 User Fees and Charges**

Part 5  
User Fees and Charges

Finance and Corporate Support Services

Department	Finance and Corporate Support Services
Division	Financial Services
Activity	Property Taxes and Other

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10165-440920	<b>Administration Fee</b>								
	Admin Fee - add O/S Charges to Taxes	To partially recover staff preparation time	per roll	N	\$26.25	\$1,575	1-Jan-24	\$30.00	\$1,800
	Admin Fee on Civil Enforcement of Orders or Judgements	To partially recover staff preparation time	per order	N	\$26.25	\$1,575	1-Jan-24	\$30.00	\$1,800
	<b>Total 440920</b>					<b>\$3,150</b>			<b>\$3,600</b>
10165-450090	<b>Tax certificate</b>								
	Tax certificate	To recover cost of producing certificate	per certificate	N	\$68.25	\$94,500	1-Jan-24	\$70.00	\$96,950
	<b>Total 450090</b>					<b>\$94,500</b>			<b>\$96,950</b>
10165-450095	<b>Document Fees</b>								
	Farm Debt Letter & Bankruptcy Act Notice	To partially recover staff preparation time	per letter	N	\$52.50	\$2,993		\$52.50	\$2,993
	Registration Preparation	To partially recover staff preparation time	per roll	N	\$131.25	\$3,150		\$131.25	\$3,150
	Cancellation Price Calculation	To partially recover staff preparation time	per roll	N	\$183.75	\$551		\$183.75	\$551
	Cancellation Certificate Preparation	To partially recover staff preparation time	per roll	N	\$105.00	\$525		\$105.00	\$525
	Extension Agreement	To partially recover staff preparation time	per roll	N	\$262.50	\$0		\$262.50	\$0
	Default of Extension Agreement	To partially recover staff preparation time	per roll	N	\$52.50	\$0		\$52.50	\$0
	Sale Administration Cost - Public Tender	To partially recover staff preparation time	per roll	N	\$630.00	\$630		\$630.00	\$630
	Sale Administration Cost - Public Auction	To partially recover staff preparation time	per roll	N	\$735.00	\$0		\$735.00	\$0
	Advertising: Drafting Ads	To recover all of the cost	per ad	N	\$262.50	\$525		\$262.50	\$525
	Advertising: 4 weeks in local paper	To recover all of the cost	per ad	N	actual cost			actual cost	
	Advertising: 1 time in Ontario Gazette	To recover all of the cost	per ad	N	actual cost			actual cost	
	Auctioneer's Fee	To recover all of the cost	per fee	N	actual cost			actual cost	
	Property Appraisal	To recover all of the cost	per appraisal	N	actual cost			actual cost	
	Treasurer's Statement	To partially recover staff preparation time	per roll	N	\$288.75	\$289		\$288.75	\$289
	<b>Total 450095</b>					<b>\$8,663</b>			<b>\$8,663</b>
10165-450105	<b>Service Fees</b>								
	Revenue Canada Letters	To partially recover staff preparation time	per letter	N	\$21.00	\$840	1-Jan-24	\$25.00	\$1,000
	Mortgage Company Inquiries	To partially recover staff preparation time	per roll	N	\$10.50	\$840	1-Jan-24	\$11.00	\$880

Part 5  
User Fees and Charges

Department	Finance and Corporate Support Services
Division	Financial Services
Activity	Property Taxes and Other

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Mortgage Listing Fee	To partially recover staff preparation time	per roll	n	\$5.25	\$67,200		\$5.25	\$67,200
	Tax receipts/Statement of Account	To partially recover staff preparation time	per receipt/statement	N	\$21.00	\$8,400	1-Jan-24	\$25.00	\$10,000
	Photocopies	To recover cost	per photocopy	N	\$0.50	\$50		\$0.50	\$50
	Faxing Tax Receipt/Statement of Account to Local Phone Number	To recover cost	per fax	N	\$1.00	\$50		\$1.00	\$50
	Faxing Tax Receipt/Statement of Account to Long Distance Phone Number	To recover cost	per fax	N	\$5.00	\$100		\$5.00	\$100
	Tax Bill Reprints	To partially recover staff preparation time	per roll	N	\$21.00	\$1,260	1-Jan-24	\$25.00	\$1,500
	<b>Total 450105</b>					<b>\$78,740</b>			<b>\$80,780</b>
<b>10165-450110</b>	<b>Ownership Change Fee</b>								
	Ownership Change Fee	To partially recover staff time	per roll/change event	N	\$42.00	\$38,850		\$42.00	\$38,850
	<b>Total 450110</b>					<b>\$38,850</b>			<b>\$38,850</b>
<b>10165-450115</b>	<b>Apportionment Fee</b>								
	Apportionment Fee	To partially recover staff time	per roll	N	\$52.00	\$16,800		\$52.00	\$16,800
	<b>Total 450115</b>					<b>\$16,800</b>			<b>\$16,800</b>
<b>10165-450120</b>	<b>Collection Admin Fee</b>								
	Collection Admin Fee	To recover staff preparation time	per event	N	\$26.25	\$4,200		\$30.00	\$4,800
	<b>Total 450120</b>					<b>\$4,200</b>			<b>\$4,800</b>
Various	Returned Payments Charges	To recover administration costs	Per NSF cheque	N	\$35.00			\$35.00	
Various	Interest on Overdue Accounts	To recover lost interest revenue	Per Month Overdue	N	1.25%			1.25%	
	<b>Total 10165</b>					<b>\$244,903</b>			<b>\$250,443</b>

Part 5  
User Fees and Charges

**Legislative Services**

Department	Legislative Services
Division	Clerks
Activity	Administration

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10290-420000	<b>Business Licenses</b>								
	Adult Entertainment	To partially cover administration costs	per licence	N	\$1,625.00		1-Jan-24	\$1,624.00	
	Auctioneer	To partially cover administration costs	per licence	N	\$88.00			\$88.00	
	Auto Centre	To partially cover administration costs			\$108.00			\$108.00	
	Bakeshop	To partially cover administration costs	per licence	N	\$208.00			\$208.00	
	Barber Shop/Hairdressing	To partially cover administration costs	per licence	N	\$208.00			\$208.00	
	Body Modification	To partially cover administration costs	per licence	N	\$208.00			\$208.00	
	Butcher Shop	To partially cover administration costs	per licence	N	\$208.00			\$208.00	
	Dry Cleaner/Laundromat	To partially cover administration costs	per licence	N	\$108.00			\$108.00	
	Lodging House - Rental Dwelling Units	To partially cover administration costs	per licence	N	\$83.00			\$83.00	
	Lodging House - Rental Dwelling Units - Renewal Fee	To partially cover administration costs	per licence		\$56.75			\$56.75	
	Lodging House - Small	To partially cover administration costs	per licence	N	\$284.00			\$284.00	
	Lodging House - Small, renewal fee				\$192.00			\$192.00	
	Lodging House - Small, Follow-up Inspection Fee				\$274.00			\$274.00	
	Lodging House - Large	To partially cover administration costs	per licence	N	\$466.00			\$466.00	
	Lodging House - Large, renewal fee				\$233.00			\$233.00	
	Lodging House - Large, Follow-up Inspection Fee				\$441.00			\$441.00	
	Mobile Canteen	To partially cover administration costs	per licence	N	\$208.00			\$208.00	
	Pet Grooming Parlour	To partially cover administration costs	per licence	N	\$208.00			\$208.00	
	Plumber/Drain Layer	To partially cover administration costs	per licence	N	\$108.00			\$108.00	
	Restaurant or Caterer	To partially cover administration costs	per licence	N	\$208.00			\$208.00	
	Salvage Yard	To partially cover administration costs	per licence	N	\$441.00			\$441.00	
	Sheet Metal Worker	To partially cover administration costs	per licence	N	\$108.00			\$108.00	



Part 5  
User Fees and Charges

Department	Legislative Services
Division	Clerks
Activity	Administration

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Temporary Trader	To partially cover administration costs	per lic/daily	N	\$129.00			\$129.00	
	Temporary Trader	To partially cover administration costs	per lic/annual	N	\$877.00			\$877.00	
	Tree Service Providers	To partially cover administration costs	per lic/annual	N	\$105.00			\$105.00	
	420000 - business lic.					\$88,813			\$88,813
10290-420005	Marriage Licenses								
	Marriage Licenses	To recover licence costs and partially recover administration costs	per licence	N	\$150.00	\$75,000		\$150.00	\$75,000
	Total 420005					\$75,000			\$75,000
10290-420010	Lottery Licenses								
	Lottery Licenses	To recover administration costs	per licence	N		\$105,000			\$105,000
	Total 420010					\$105,000			\$105,000
10290-420015	Group Home Registrations								
	Group Home Registrations	To partially recover administration costs	per registration	N	\$50.75	\$1,370			\$1,370
	Total 420015					\$1,370			\$1,370
10290-420020	Miscellaneous Permits								
	Licensed Patio Extensions		per application		\$300.00	\$2,100		\$300.00	\$2,100
	Misc Permits	To partially recover administration costs	per affidavit	N	\$28.95	\$290		\$28.95	\$290
	Total 420020					\$2,390			\$2,390
10290-420040	Vital Statistics								
	Death Registrations	To partially recover administration costs - legislated	per registration	N	\$32.50	\$39,000		\$32.50	\$39,000
	Total 420040					\$39,000			\$39,000
10290-420045	Application Fee								
	Road Closure Application Fee	Staff time can be significant to process requests, the increase is to partially recover increasing administration costs.	per request	N	\$375.00	\$5,040		\$9,375.00	\$9,375
	Filming Permit Application Fee	Staff time can be significant to process requests, the increase is to partially recover administration costs.	per request	N	\$595.00	\$1,785		\$1,785.00	\$1,785



Part 5  
User Fees and Charges

Department	Legislative Services
Division	Clerks
Activity	Administration

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Total 420045					\$6,825			\$11,160
10290-450185	Freedom of Information								
	MFIPPA - Freedom of Information	To partially recover administration costs - legislated	per request	N	\$5.00	\$600		\$600.00	\$750
	Total 450185					\$600			\$750
10290-450295	Marriage Ceremonies								
	Marriage Ceremonies	To partially recover administration costs, services fees and room rental costs.	per ceremony	Y	\$360.00	\$19,800		\$360.00	\$19,800
	Total 450295					\$19,800			\$19,800
10290-450305	Commissioner Services								
	Commissioner Services	To partially recover administration costs - legislated	per document	Y	\$26.55	\$13,275		\$26.55	\$13,275
	Total 450305					\$13,275			\$13,275
10292-420000	Road Closure								
	Road Closure	Public Works barricade/sign placement and removal	per hour/ff required	N	\$95.00				
	Road Closure	Traffic - Detour Plan	per event	N	\$100.00				
	Road Closure	Parking-in-lieu	per occupied space/ff required	N	\$13.75				
	Total 420000					\$0			\$0
	Total					\$261,160			\$265,645

Part 5  
User Fees and Charges

Department	Legislative Services
Division	Court Services
Activity	Court Services

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10310-430010	Service fees								
	Conviction fee	Government Legislated fee	per ticket	N	\$5.00			\$5.00	
	Conviction fee at trial sentenced in absentia	Government Legislated fee	per ticket	N	\$10.00			\$10.00	
	NSF charges	Government Legislated fee	per NSF cheque	N	\$35.00			\$35.00	
	Photocopy fees	Government Legislated fee	per page	N	\$1.00			\$1.00	
	Certified copies	Government Legislated fee	per page	N	\$3.50			\$3.50	
	Administration default fee non-payment	Government Legislated fee	per ticket	N	\$40.00			\$40.00	
	Conviction fee for Parking-Fail to Respond	Government Legislated fee	per ticket	N	\$16.00			\$16.00	
	Non-appearance for trial held ex parte	Government Legislated fee	per ticket	N	\$30.00			\$30.00	
	Transcription fees - Paper Format	Government Legislated fee	per page	Y	\$7.10			\$7.10	
	Transcription fees - Paper Format - Expedited	Government Legislated fee	per page	Y	\$9.60			\$9.60	
	Transcription fees - Paper Format- 24 hr delivery	Government Legislated fee	per page	Y	\$12.55			\$12.55	
	Transcription fees - Electronic Format	Government Legislated fee	per page		\$6.30			\$6.30	
	Transcription fees - Electronic Format - Expedited	Government Legislated fee	per page		\$8.80			\$8.80	
	Transcription fees - Electronic Format - 24 hr delivery	Government Legislated fee	per page		\$11.75			\$11.75	
	Total 430010					\$1,500,000			\$1,500,000

Part 5  
User Fees and Charges

Department	Legislative Services
Division	Municipal Law Enforcement Services
Activity	Municipal Law Enforcement Services

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
11140-420030	Permit Fees								
	Sign permit fee: freestanding sign >10 ft. high	To recover all costs of inspection and enforcement	\$275 each	N	\$315 per sign			\$315 per sign	
	Sign permit fee: fascia sign >10 sq. ft.; freestanding sign <=10 ft. high	To recover all costs of inspection and enforcement	\$175 + \$50 for each additional sign on same permit	N	\$265 per sign			\$265 per sign	
	Sign permit fee: fascia sign <=10 sq. ft.; portable sign	To recover all costs of inspection and enforcement	\$175 + \$50 for each additional sign on same permit	N	\$265 per sign			\$265 per sign	
	Real Estate Development Sign	To recover all costs of inspection and enforcement		N	\$420 per sign			\$420 per sign	
	Electronic Signs	To recover all costs of inspection and enforcement			\$470 per sign			\$470 per sign	
	Enforcement Administration	To recover costs from enforcement such as sign removal and compounding			\$180 per occurrence			\$180 per occurrence	
	Contract Administration	To recover costs relating to the assignment and administration of contracts related to property standards remedial work, property clean-up and debris removal.	\$125 per occurrence		\$130 per occurrence			\$130 per occurrence	
	Total 420030					\$36,750.00			\$50,000.00
11140-420035	Pool enclosure permit fee								
	Pool enclosure permit fee	To recover all costs of inspection and enforcement	\$100 each	N	\$262			\$262	
	Total 420035					\$6,250.00			\$10,000.00
11140-440920	Administrative Fee								
	Administrative Fees	To partially recover costs of inspection and cleanup	\$200 per occurrence	N			Jan 1/24	\$200 per occurrence	\$6,000
	Discharge of Property Standards Order	To partially recover costs of inspection and enforcement	\$630 per occurrence	N	\$630 per occurrence			\$630 per occurrence	\$6,000.00
	Total 450140					\$0			\$12,000
						\$106,000.00			\$135,000.00

Part 5  
User Fees and Charges

Department	Legislative Services
Division	Outside Agency
Activity	Peterborough Humane Society

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Impoundment Fees								
	Boarding Fee (daily)	To recover associated costs	per day	N	\$20.00	N/A			N/A
	Cat Impound Fee	To recover associated costs	per occurrence	N	\$61.00	N/A			N/A
	Dog Impound Fee	To recover associated costs	per occurrence	N	\$122.00	N/A			N/A
	Veterinarian Fee (Based on actual fee)	To recover associated costs							
	Licensing Fees - Dog								
	Spayed / Neutered Dog - By Renewal Date	To recover associated costs	per license	N	\$30.00	N/A			N/A
	By Renewal Date - Unaltered	To recover associated costs	per license	N	\$60.00	N/A			N/A
	Feb 1st - May 31st - Spayed/Neutered	To recover associated costs	per license	N		N/A			N/A
	Feb 1st - May 31st - Unaltered	To recover associated costs	per license	N		N/A			N/A
	June 1st - Dec. 31st - Spayed/Neutered	To recover associated costs	per license	N		N/A			N/A
	June 1st - Dec. 31st - Unaltered	To recover associated costs	per license	N		N/A			N/A
	New Dog Obtained After September 1st	To recover associated costs	per license	N		N/A			N/A
	Lost Tag Replacement	To recover associated costs	per tag	N	\$10.00	N/A			N/A
	Late Fee	To recover associated costs	per license	N	\$20.00	N/A			N/A
	Licensing Fees - Senior (60+ yrs)								
	Spayed/Neutered Dog - By Renewal Date	To recover associated costs	per license	N	\$20.00	N/A			N/A
	By Renewal Date - Unaltered	To recover associated costs	per license	N	\$40.00	N/A			N/A
	Feb 1st - May 31st - Spayed/Neutered	To recover associated costs	per license	N		N/A			N/A
	Feb 1st - May 31st - Unaltered	To recover associated costs	per license	N		N/A			N/A
	June 1st - Dec. 31st - Spayed/Neutered	To recover associated costs	per license	N		N/A			N/A
	June 1st - Dec. 31st - Unaltered	To recover associated costs	per license	N		N/A			N/A
	New Dog Obtained After September 1st	To recover associated costs	per license	N		N/A			N/A
	Lost Tag Replacement	To recover associated costs	per tag	N	\$10.00	N/A			N/A
	Late Fee	To recover associated costs	per license	N	\$20.00	N/A			N/A
	Licensing Fees - Cat								
	Cat - Spayed/Neutered	To recover associated costs	per license	N	\$25.00	N/A			N/A
	Cat - Unaltered	To recover associated costs	per license	N	\$30.00	N/A			N/A
	Cat (Fee for Seniors) - Spayed/Neutered	To recover associated costs	per license	N	\$15.00	N/A			N/A
	Cat (Fee for Seniors) - Unaltered	To recover associated costs	per license	N	\$20.00	N/A			N/A
	Lost Tag Replacement	To recover associated costs	per tag	N	\$10.00	N/A			N/A
	Late Fee	To recover associated costs	per license	N	\$10.00	N/A			N/A
	Other Fees								
	Kennel Fee	To recover associated costs	per unit	N	\$175.00	N/A			N/A
	Payment Processing Fee	To recover associated costs	credit card transactions only	N		N/A			N/A
	Replacement Tag	To recover associated costs	per tag	N		N/A			N/A

Part 5  
User Fees and Charges

Department	Legislative Services
Division	Realty Services
Activity	Realty Services

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10302-450220	Service fees								
	Realty Services Application Fee	To recover associated costs	per application	Y			Jan 1/24	\$300 + disbursements	\$1,800
	Total 450220					\$0			\$1,800

Part 5  
User Fees and Charges

Department	Legislative Services
Division	Legal Services
Activity	Legal Services

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10300-450220	Real Estate								
	Releases, discharges, postponements, etc.	To recover associated costs	per document	Y	\$325 + Disbursements	\$2,275		\$325 + Disbursements	\$2,275
10300-450220	Fees for Tax sale (reviewed annually with Tax)								
	Receipt of file and instructions	To recover associated costs	per roll		\$125.00	\$1,375	1-Jan-24	\$150.00	\$1,650
	Preliminary Searches & Preparation for Tax Sale	To recover associated costs	per roll	Y	\$400. + Disbursements	\$4,400	1-Jan-24	\$425. + Disbursements	\$4,675
	Tax Certificate Preparation & Registration	To recover associated costs	per roll	Y	\$125. + Disbursements	\$1,375	1-Jan-24	\$150. + Disbursements	\$1,650
	Notification to Parties	To recover associated costs	per roll	Y	\$250. + Disbursements	\$2,500	1-Jan-24	\$275. + Disbursements	\$2,750
	Statutory Declaration Preparation	To recover associated costs	per roll	Y	\$175. + Disbursements	\$1,750	1-Jan-24	\$200. + Disbursements	\$2,000
	Cancellation Certificate Registration	To recover associated costs	per roll	Y	\$200. + Disbursements	\$1,800	1-Jan-24	\$225. + Disbursements	\$2,025
	Final Notification	To recover associated costs	per roll	Y	\$250. + Disbursements	\$1,500	1-Jan-24	\$275. + Disbursements	\$1,650
	Extension Agreement	To recover associated costs	per roll	Y	\$250. + Disbursements	\$250	1-Jan-24	\$275. + Disbursements	\$275
	Default of Extension Agreement	To recover associated costs	per roll	Y	\$75. + Disbursements	\$75	1-Jan-24	\$100. + Disbursements	\$100
	Preparation and Registration of Tax Deed	To recover associated costs	per roll	Y	\$275. + Disbursements	\$425	1-Jan-24	\$300. + Disbursements	\$300
	Legal Costs for Payment into Court	To recover associated costs	per roll	Y	\$275. + Disbursements	\$275	1-Jan-24	\$300. + Disbursements	\$300
	Fees for Housing								
	Discharges, Releases, Postponements	To recover associated costs	per document	Y	\$150 + Disbursements	\$1,500	1-Jan-24	\$325 + Disbursements	\$3,250
	Total 450220					\$19,500			\$22,900

Part 5  
User Fees and Charges

Infrastructure, Planning and Growth Management

Department	Infrastructure, Planning and Growth Management
Division	Engineering and Capital Works
Activity	Engineering

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e.. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10760-420020	Heavy Load Permit								
	Wide and Heavy Load Permit	To recover cost of reviewing request and route and the issuance of the permit.	per permit	N	\$165.00	\$3,960.00	1-Jan-24	\$168.00	\$4,032.00
	Wide and Heavy Load Permit	Use of municipal property	per permit	N	\$1.00	\$24.00	1-Jan-24	\$1.00	\$24.00
	Total 420020					\$3,984.00			\$4,056.00

## Part 5

### User Fees and Charges

Department	Infrastructure, Planning and Growth Management
Division	Engineering and Capital Works
Activity	Parking

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10885-450130	Parking Services : Simcoe Street Parking Garage								
	Parking Services : Simcoe Street Parking Garage	To partially recover operating and maintenance costs for facility	Hourly	Y	\$1.75	\$201,000		\$1.75	\$180,000
	Parking Services : Simcoe Street Parking Garage		Daily Max.		\$12.25			\$12.25	
	Parking Services : Simcoe Street Parking Garage		Month	Y	\$85			\$85	
	Hotspot Discount	Discount for use of electronic payment of hourly fees		Y	Variable			Variable	
	Total 450130					\$201,000			\$180,000
10890-450130	Parking Services : King Street Parkade								
	Parking Services : King Street Parkade	To partially recover operating and maintenance costs for facility	Hourly	Y	\$1.75	\$449,200		\$1.75	\$330,000
	Parking Services : King Street Parkade		Daily Max.		\$12.25			\$12.25	
	Parking Services : King Street Parkade		Month	Y	\$100.00			\$100.00	
	Hotspot Discount	Discount for use of electronic payment of hourly fees		Y	Variable			Variable	
	Total 450130					\$449,200			\$330,000
10895-450125	Parking lot fees : Reid, Downie, Rehill, Del Crary, Wolfe								
	Parking lot fees : Reid, Downie, Rehill, Del Crary, Wolfe	To partially recover operating and maintenance costs of lots	Hourly	Y	\$1.50	\$40,350		\$1.50	\$22,000
	Parking lot fees : Rehill / DC		Month	Y	\$48.00			\$48.00	
	Hotspot Discount	Discount for use of electronic payment of hourly fees			Variable			Variable	
	Total 10895-450125					\$40,350			\$22,000
10895-450130	Parking lot fees : various downtown lots								
	Parking lot fees : Lot - L	To partially recover operating and maintenance costs of lots	Hourly	Y	\$1.50	\$80,835		\$1.50	\$78,000
	Parking lot fees : Lot - L		Daily Max.	Y	\$10.50			\$10.50	
	Parking lot fees : Lot - B		Hourly	Y	\$1.50			\$1.50	



## Part 5

### User Fees and Charges

Department	Infrastructure, Planning and Growth Management
Division	Engineering and Capital Works
Activity	Parking

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Parking lot fees : Lot - B		Daily Max.	Y	\$10.50			\$10.50	
	Parking lot fees : Lot - C		Hourly	Y	\$1.50			\$1.50	
	Parking lot fees : Lot - C		Daily Max.	Y	\$10.50			\$10.50	
	Hotspot Discount	Discount for use of electronic payment of hourly fees		Y	Variable			Variable	
	<b>Total 450130</b>					<b>\$80,835</b>			<b>\$78,000</b>
10900-450060	<b>Parking Advertising</b>								
	Parking Advertising	Recovery of revenue from advertising through downtown Christmas free parking	per unit	Y	Variable	\$8,000			\$4,000
	<b>Total 450060</b>					<b>\$8,000</b>			<b>\$4,000</b>
10900-450125	<b>On-street parking fees: non-CBD sites</b>								
	On-street parking fees: non-CBD sites	To partially recover operating costs and ensure customer turnover	Hourly	Y	\$1.50	\$41,300		\$1.50	\$27,300
	Hotspot Discount	Discount for use of electronic payment of hourly fees		Y	Variable			Variable	
	<b>Total 450125</b>					<b>\$41,300</b>			<b>\$27,300</b>
10900-450130	<b>On-street parking fees: downtown sites</b>								
	On-street parking fees: downtown sites	To partially recover operating costs and ensure customer turnover	Hourly	Y	\$1.50	\$435,400		\$1.50	\$362,700
	Hotspot Discount	Discount for use of electronic payment of hourly fees		Y	Variable			Variable	
	<b>Total 450125</b>					<b>\$435,400</b>			<b>\$362,700</b>
	<b>Total Parking Fees</b>					<b>\$1,256,085</b>			<b>\$1,004,000</b>

Part 5  
User Fees and Charges

Department	Infrastructure, Planning and Growth Management
Division	Asset Management and Capital Planning
Activity	Asset Management and Capital Planning

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10755 - 420000	<b>Tree Fees</b>								
	Tree Removal Permit Fee - Administered by City Staff	recover part of cost to deliver service		N	\$ 150.00	\$12,000.00	1-Jan-24	\$ 155.00	\$12,400.00
	Tree Removal Permit Fee - Eligible Exemption	n/a		N	\$0.00	\$0.00		\$0.00	\$0.00
	Tree Removal Permit Application Fee	recover part of cost to deliver service		N	\$ 15.00	\$7,500.00		\$ 15.00	\$7,500.00
	Tree Removal Permit Application Fee - more than 5 trees	recover part of cost to deliver service			\$ 150.00	\$4,500.00		\$ 150.00	\$4,500.00
	Replacement Tree Fee for permits, planning applications, by-laws	recover part of cost to deliver service			\$ 550.00	\$11,000.00		\$ 550.00	\$11,000.00
	<b>Total 420000.</b>					<b>\$47,500.00</b>			<b>\$47,900.00</b>
10756-450368	<b>Environmental Compliance Approval Amendment</b>								
	Consolidated Linear Environmental Compliance Approval Storm Sewers/Ditches/Culverts/Third Pipe (SW1, SW3)	partial recovery of admin charges		N	\$ 1,500.00	\$4,500.00		\$ 1,500.00	\$1,500.00
	Consolidated Linear Environmental Compliance Approval Components of Sewage Collection System (Pumping Stations) (SS2)	partial recovery of admin charges		N	\$ 5,000.00	\$0.00		\$ 5,000.00	\$0.00
	Consolidated Linear Environmental Compliance Approval for Separate Sewers/Nominally Separate Sewers/Force mains (Sanitary) (SS1)	partial recovery of admin charges		N	\$ 1,500.00	\$4,500.00		\$ 1,500.00	\$1,500.00
	Environmental Compliance Approval Amendment	partial recovery of admin charges		N	\$ 1,000.00	\$1,000.00		\$ 1,000.00	\$1,000.00
	Consolidated Linear Environmental Compliance Approval Stormwater Management Facilities (SW2)	partial recovery of admin charges		N	\$ 5,000.00	\$5,000.00		\$ 5,000.00	\$5,000.00
	<b>Total 450368</b>					<b>\$15,000.00</b>			<b>\$9,000.00</b>
	<b>Total</b>					<b>\$62,500.00</b>			<b>\$56,900.00</b>

Part 5  
User Fees and Charges

Department	Infrastructure, Planning and Growth Management
Division	Planning, Development and Urban Design
Activity	Planning

G/L Account Number	User Fee Name and Description	mandated, recover all or part of cost to deliver ser	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10330-450280	Recoveries								
	Easement Fees- residential	Cost recovery for entering into HPTRP	property	N	\$0	\$0			
	- commercial	Cost recovery for entering into HPTRP	property	N	\$0	\$0			
	Renewal Fees	Cost recovery for renewal of HPTRP	property	N	\$200	\$3,400		\$200	\$4,200
	Total 450280					\$3,400			\$4,200
						\$3,400			\$4,200

## Part 5

### User Fees and Charges

Department	Infrastructure, Planning and Growth Management
Division	Planning, Development and Urban Design
Activity	Application Amendment Fees

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
11120-450370	<b>Zoning By-Law Amendments</b>								
	Minor <sup>1</sup> - Application Fee	To recover costs of processing application	base fee	N	\$5,150.00		1-Jan-24	\$5,580.00	
	Standard <sup>2</sup> - Technical Adequacy Review	To recover costs of processing application	base fee	N	\$5,680.00		1-Jan-24	\$6,320.00	
	Standard <sup>2</sup> - Application Fee	To recover costs of processing application	base fee	N	\$4,470.00		1-Jan-24	\$4,890.00	
	Complex <sup>3</sup> - Technical Adequacy Review	To recover costs of processing application	base fee	N	\$12,320.00 *		1-Jan-24	\$15,930.00 *	
	Complex <sup>3</sup> - Application Fee	To recover costs of processing application	base fee	N	\$6,630.00		1-Jan-24	\$8,490.00	
	Zoning Bylaw Amendment applications combined with a Site Plan, Subdivision or Official Plan Amendment application is subject to a 25% discount in the fee								
	<b>Official Plan Amendment</b>								
	Technical Adequacy Review	To recover costs of processing application	base fee	N	\$13,520.00		1-Jan-24	\$15,520.00	
	Application Fee	To recover costs of processing application	base fee	N	\$7,280.00		1-Jan-24	\$8,270.00	
	<b>Subdivision or Condominium Plans</b>								
	Technical Adequacy Review	To recover costs of processing application	base fee	N	\$12,830.00		1-Jan-24	\$16,050.00	
	Application Fee	To recover costs of processing application	base fee + per dwelling unit	N	\$6,910 + \$82/unit (1st 100 units) +\$55/unit (100+ units)		1-Jan-24	\$8,560 + \$82/unit (1st 100 units) +\$55/unit (100+ units)	
	External ROW improvements oversight				\$ 8,997.00			\$ 8,997.00	
	Subdivision Compliance Letter	To recover costs of processing application	per letter	N	\$150.00		1-Jan-24	\$190.00	

## Part 5

### User Fees and Charges

Department	Infrastructure, Planning and Growth Management
Division	Planning, Development and Urban Design
Activity	Application Amendment Fees

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Extensions to Draft Approval	To recover costs of processing application	per approval	N	\$3,000.00		1-Jan-24	\$3,150.00	
	Condominium Exemption from Draft Approval	To recover costs of processing application	per approval	N	\$1,500.00		1-Jan-24	\$1,580.00	
	Amendments to Approved Plans and/or Draft Conditions - Notice Required	To recover costs of processing application		N	\$3,000.00		1-Jan-24	\$3,150.00	
	Amendments to Approved Plans and/or Draft Conditions - No Notice Required	To recover costs of processing application		N	\$1,500.00		1-Jan-24	\$1,580.00	
	Site Plans								
	Standard <sup>4</sup> - Technical Adequacy Review	To recover the cost of processing applications	base fee	N	Residential: \$5,250 Non-residential: \$5,360		1-Jan-24	\$8,630.00	
	Standard <sup>4</sup> - Application Fee	To recover the cost of processing applications	base fee + (per dwelling unit and/or affected building floor area)	N	Residential: \$2,470 +\$72/unit Non-residential: \$2,520 +\$2/sq.m.		1-Jan-24	\$4,140 + (\$72/ residential unit and/or \$2/sq.m. non-residential building floor area)	
	Complex <sup>5</sup> - Technical Adequacy Review	To recover the cost of processing applications	base fee	N	Residential: \$10,430 Non-residential: \$10,540		1-Jan-24	\$18,320.00	
	Complex <sup>5</sup> - Application Fee	To recover the cost of processing applications	base fee + (per dwelling unit and/or affected building floor area)	N	Residential: \$3,660 +\$136/unit Non-residential: \$3,700 +\$3/sq.m.		1-Jan-24	\$6,380 + (\$136/residential unit and/or \$3/sq.m. non-residential building floor area)	
	External ROW improvements oversight			N	\$ 22,272.00			\$ 22,272.00	
	Minor amendment to approved site plan <sup>6</sup>	To recover cost of processing applications		N	\$ 800.00		1-Jan-24	\$ 840.00	
	Amendments to approved site plans - Major Residential	To recover cost of processing applications		N	see Standard <sup>4</sup> / Complex <sup>5</sup> Site Plan Fees		1-Jan-24	see Standard <sup>4</sup> / Complex <sup>5</sup> Site Plan Fees	
	Amendments to approved site plans - Major (All other)	To recover cost of processing applications		N	see Standard <sup>4</sup> / Complex <sup>5</sup> Site Plan Fees		1-Jan-24	see Standard <sup>4</sup> / Complex <sup>5</sup> Site Plan Fees	
	Roof-top Patios	To recover cost of processing applications		N	\$500.00		1-Jan-24	\$530.00	
	Outdoor Cafés	To recover cost of processing applications		N	\$300.00		1-Jan-24	\$320.00	

## Part 5

### User Fees and Charges

Department	Infrastructure, Planning and Growth Management
Division	Planning, Development and Urban Design
Activity	Application Amendment Fees

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Extensions to Site Plan approval Period	To recover cost of processing applications		N	\$700.00		1-Jan-24	\$740.00	
	Site Plan Compliance Letter	To recover cost of processing applications		N	\$150.00		1-Jan-24	\$190.00	
	Other Fees								
	Pre-consultation	To recover cost of processing applications		N	\$ 1,250.00			\$ 1,250.00	
	Part Lot Control Exemption	To recover cost of processing applications	per lot	N	\$2,500 + \$50/lot		1-Jan-24	\$2,630 + \$50/lot	
	Removal of Holding Provision	To recover cost of processing applications		N	\$700.00		1-Jan-24	\$740.00	
	Sign By-Law Amendments	To recover cost of processing applications		N	\$1,200.00		1-Jan-24	\$1,260.00	
	Other Agency Circulations			N	\$300.00		1-Jan-24	\$320.00	
	Total 450370					\$949,287			\$1,364,870
11120-450380	Development Engineering Review								
	Development Engineering Review	To recover cost of processing applications	% of const. \$		6% of construction value	\$5,000		6% of construction value	\$500,000
	Total 450380					5,000			\$500,000
11120-440600	Committee of Adjustment								
	Minor Variances	1 and 2 unit residential properties		N	\$ 1,286.00		1-Jan-24	\$ 1,350.00	
	All Others (inc. Sign By-law)			N	\$ 1,286.00		1-Jan-24	\$ 1,350.00	
	Severances								
	Creation of a new building Lot	To recover cost of processing applications	per lot	N	\$2,508 per new lot created		1-Jan-24	\$3,010 per new lot created	
	All Others (E.g. Additions, easements)	To recover cost of processing applications		N	\$ 407.00		1-Jan-24	\$ 800.00	
	Reissuance of Consent Certificates	To recover cost of processing applications		N	\$ 100.00		1-Jan-24	\$ 110.00	
	Request of Change of Conditions for Provisional Consent	To recover cost of processing applications		N	\$100 + advertising		1-Jan-24	\$110 + advertising	
	Recirculation	To recover cost of processing applications		N	\$ 400.00		1-Jan-24	\$ 420.00	
	Certificate of Validation	To recover cost of processing applications		N	n/a		1-Jan-24	\$ 430.00	
	Certificate of Cancellation	To recover cost of processing applications		N	n/a		1-Jan-24	\$ 430.00	
	Total 440600					\$50,000			\$135,730
11120-450220	Real Estate Due Diligence								
	Due Diligence Requests - legal requests to City for non-City lands	To recover associated costs	per request	Y	\$ 300.00	300	1-Jan-24	\$ 300.00	\$300
	Total 450220					300			\$300
	Total					1,004,587			2,000,900

## Part 5

### User Fees and Charges

Department	Infrastructure, Planning and Growth Management
Division	Planning, Development and Urban Design
Activity	Application Amendment Fees

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Any expenses incurred by the City pursuant to Municipal Plan Review on behalf of the Province of Ontario or for peer review of technical submission materials	Recovered from the applicant at actual cost							
	If any application is deferred at the applicant's request, the costs of re-advertising for public notice will be assessed to the Applicant	Recovered from the applicant at actual cost							
* An additional \$10,000 draw down deposit will be charged for files anticipated to generate exceptional levels of City Staff processing effort at Technical Adequacy Review stage where four or more review cycles are required									
For Telecommunication Structure Applications, the base fee for the Standard Site Plan Application Fee will apply in addition to any invoiced fees associated with public consultation.									
For site plan applications involving mixed-use development, the applicable rates per dwelling unit and per floor area shall apply									
"Affected Building Floor Area" means the gross floor area within an existing and/or proposed building that is to be introduced or converted to Non-Residential uses.									
<sup>1</sup> Means an application under section 34 of the Planning Act which meets one or more of the following: <ul style="list-style-type: none"> <li>• Conforms to objectives and intent of the Official Plan;</li> <li>• Maintains intent and purpose of zoning by-law (e.g., no change in zoning category, only small-scale exception/change to zoning regulations);</li> <li>• Applies to a single parcel for low density residential use;</li> <li>• No impact or very limited impact beyond the subject lands is anticipated;</li> <li>• Requires up to one technical study/report in addition to a Planning Justification Report and concept plans; and/or,</li> <li>• Applies to a temporary use.</li> </ul>									
<sup>2</sup> Means an application under section 34 of the Planning Act which meets one or more of the following: <ul style="list-style-type: none"> <li>• Conforms with and/or retains the general intent of the Official Plan;</li> <li>• Requires change in zoning category and/or multiple regulations of existing zoning;</li> <li>• Moderate impact beyond the subject lands is anticipated; and/or,</li> <li>• Requires two to four technical studies/report in addition to a Planning Justification Report and concept plans.</li> </ul>									
<sup>3</sup> Means an application under section 34 of the Planning Act which meets one or more of the following: <ul style="list-style-type: none"> <li>• Requires an amendment to the Official Plan;</li> <li>• Represents shift from intent and purpose of the zoning by-law (e.g., change in zoning category and/or development standards);</li> <li>• Involves substantial increase in density and/or floor space (e.g., large scale redevelopment);</li> <li>• Requires five or more technical studies/reports in addition to a Planning Justification Report and concept plans - likely to generate exceptional levels of City staff processing effort;</li> <li>• Greater impact beyond the subject lands may be anticipated; and/or,</li> <li>• Associated with a Draft Plan of Subdivision or Condominium application.</li> </ul>									
<sup>4</sup> Means an application under section 41 of the Planning Act which meets one or more of the following: <ul style="list-style-type: none"> <li>• Requires the review of up to three updated or new technical studies/reports;</li> <li>• Requires standard circulation to commenting agencies and departments;</li> <li>• Relatively straight-forward development proposal, where the size and site development issues are considered to be less complex;</li> <li>• Involves amendments to approved site plans with site alterations;</li> <li>• Involves a building addition, parking lot expansion or creation of a commercial parking lot; and/or,</li> <li>• Applies to a temporary use.</li> </ul>									
<sup>5</sup> Means an application under section 41 of the Planning Act which meets one or more of the following: <ul style="list-style-type: none"> <li>• Requires the review of four or more updated or new technical studies/reports;</li> <li>• Requires greater technical review cycles (i.e., three or more cycles);</li> <li>• Large-scale and/or multi-phase developments with complex site development issues;</li> <li>• Involves a new build or significant building addition with impacts to existing site development;</li> <li>• Involves major amendments to approved site plans with significant site alterations;</li> <li>• Associated with another Planning Act application;</li> <li>• Requires coordination of external agency approvals; and/or,</li> <li>• Involves complex legal issues (e.g., right-of-way dedications, easements).</li> </ul>									

## Part 5

### User Fees and Charges

---

Department	Infrastructure, Planning and Growth Management
Division	Planning, Development and Urban Design
Activity	Application Amendment Fees

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10

<sup>5</sup> Does not require a change to the site plan agreement registered on title



Part 5  
User Fees and Charges

Department	Infrastructure, Planning and Growth Management
Division	Planning, Development and Urban Design
Activity	Heritage

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10330-450280	Recoveries								
	Easement Fees- residential	Cost recovery for entering into HPTRP	property	N	\$0	\$0			
	- commercial	Cost recovery for entering into HPTRP	property	N	\$0	\$0			
	Renewal Fees	Cost recovery for renewal of HPTRP	property	N	\$200	\$3,400		\$200	\$4,200
	Total 450280					\$3,400			\$4,200
						\$3,400			\$4,200

## Part 5

### User Fees and Charges

Department	Infrastructure, Planning and Growth Management
Division	Building
Activity	PPH Septic Inspection Fees

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e.. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Class 4 Sewage System Permit less than 4500 litres per day	government mandated - being assumed by Building from PPH			\$750			\$750	
	Class 4 Sewage System Permit greater than 4500 litres per day and less than 10,000 litres per day				\$1,200			\$1,200	
	Class 4 Sewage System Tank Permit - Replacement only				\$400			\$400	
	Class 5 Sewage System Permit (Holding Tank)				\$750			\$750	
	Class 3 Sewage System (Cesspool)				\$500			\$500	
	Class 2 Sewage System Permit (Greywater System)				\$500			\$500	
	Trench Bed repair or extension permit 16 metres or less				\$500			\$500	
	Filter Bed repair permit, replacement or extension 6 metres or less				\$500			\$500	
	Transfer of permit to a new owner				\$375			\$375	
	Existing System Inspection (sewage system permit for change of use or building addition - comments on minor				\$400			\$400	
	Rezoning or minor variance comments requiring a site visit				\$250			\$250	
	Severance or Subdivision Comments - first lot				\$300			\$300	
	Severance or Subdivision Comments - each additional lot				\$150			\$150	
	Severance or Subdivision re-inspection - first lot				\$300			\$300	
	Severance or Subdivision re-inspection - each additional lot				\$150			\$150	
	Copies of archived permits				\$35			\$35	
	File Search (e.g. Lawyers, real estate), copies and letter				\$125			\$125	
	Septic System re-inspection fee (Source Water Protection Area)				\$325			\$325	
	<b>Total</b>								<b>\$0</b>

## Part 5

### User Fees and Charges

Department	Infrastructure, Planning and Growth Management
Division	Building
Activity	Building Inspection

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
11135-420020	Building Permit Fees								
	New Residential Construction	To recover all costs of providing service	Rate based on gross floor area (m²)	N	\$26.78/sq. m gross floor area, min. \$225		Jan 01/24	\$27.45/sq. m gross floor area, min. \$225	
	Residential Alterations - without identifiable gross floor area	To recover all costs of providing service	Rate based on construction value	N	\$30.91 /\$1,000 construction value, min. \$225		Jan 01/24	\$31.68 /\$1,000 construction value, min. \$225	
	Industrial Commercial Institutional - Shell	To recover all costs of providing service	Rate based on gross floor area (m²)	N	\$18.13/sq. m gross floor area, min. \$225		Jan 01/24	\$18.51/sq. m gross floor area, min. \$225	
	Industrial Commercial Institutional - Tenant Fit-up and Alteration	To recover all costs of providing service	Rate based on construction value	N	\$25.52 /\$1,000 construction value, min. \$225		Jan 01/24	\$26.06 /\$1,000 construction value, min. \$225	
	Industrial Commercial Institutional - Finished	To recover all costs of providing service	Rate based on gross floor area (m²)	N	\$24.17 /sq. m gross floor area, min. \$225		Jan 01/24	\$24.68 /sq. m gross floor area, min. \$225	
	Industrial Commercial Institutional Alteration - without identifiable gross floor area	To recover all costs of providing service	Rate based on construction value	N	\$25.52 /\$1,000 construction value, min. \$225		Jan 01/24	\$26.05 /\$1,000 construction value, min. \$225	
	Demolition of Building up to 600 m² or up to 3 stories	To recover all costs of providing service	Flat Fee	N	\$282/permit			\$282/permit	
	Demolition of Building over 600 m² or 3 stories	To recover all costs of providing service	Flat Fee	N	\$530/permit			\$530/permit	
	Design Structures and Stand Alone Works	To recover all costs of providing service	Flat Fee	N	\$265/permit			\$265/permit	
	Plumbing Permit <= 10 fixtures	To recover all costs of providing service	Flat Fee	N	\$140/permit			\$140/permit	
	Plumbing Permit > 10 fixtures	To recover all costs of providing service	Flat Fee	N	\$260/permit			\$260/permit	
	Change of Use	To recover all costs of providing service	Flat Fee	N	\$245/permit			\$245/permit	
	Conditional Permit	To recover all costs of providing service	Full Fee	N					
	Occupancy Permit	To recover all costs of providing service	Flat Fee	N	\$465/permit			\$465/permit	
	Reinspection's	To recover all costs of providing service	Flat Fee	N	\$465/permit			\$465/permit	
	Construction Commenced Without Permit	To recover all costs of providing service	Flat Fee	N	\$242/permit			\$242/permit	

## Part 5

### User Fees and Charges

Department	Infrastructure, Planning and Growth Management
Division	Building
Activity	Building Inspection

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Transfer Ownership	To recover all costs of providing service	Flat Fee	N	\$242/permit			\$242/permit	
	Cancelled building permit - fee refund	Refund in accordance with Building By-law 10-048	Varies - see by-law	N					
	Permit Amendment/re-review	To recover all costs of providing service	\$75 / Hr staff time	n					
	Total 420020					\$2,400,000.00			\$2,500,000.00

11135-450275	Other Fees								
	Building Code Order - Order To Comply	To recover all costs of providing service	each	N	\$170.00			\$170.00	
	Building Code Order - Stop Work Order	To recover all costs of providing service	each	N	\$335.00			\$335.00	
	Building Code Order - Unsafe Building	To recover all costs of providing service	each	N	\$500.00			\$500.00	
	Building Code Order - Order Prohibiting Occupancy	To recover all costs of providing service	each	N	\$500.00			\$500.00	
	Building Code Order - Order Not To Cover	To recover all costs of providing service	each	N	\$335.00			\$335.00	
	Building Code Order - Order To Uncover	To recover all costs of providing service	each	N	\$555.00			\$555.00	
	Building Code Order - Emergency Order	To recover all costs of providing service	each	N	\$665.00			\$665.00	
	Liquor licence inspection/approval letter	To recover all costs of providing service	each	N	\$80.00			\$80.00	
	Restaurant inspection/approval letter	To recover all costs of providing service	each	N	\$80.00			\$80.00	
	Retail car sales approval letter	To recover all costs of providing service	each	N	\$80.00			\$80.00	
	Day care provider approval letter	To recover all costs of providing service	each	N	\$80.00			\$80.00	
	Accessory apartment registration fee	To recover all costs of providing service	each	N	\$80.00			\$80.00	
	Retail gas/propane letter of approval	To recover all costs of providing service	each	N	\$80.00			\$80.00	
	Service charge on contract work	To recover all costs of providing service	10% of cost - min. \$25	N	10% of cost - min. \$50			10% of cost - min. \$50	
	Total 450040					\$12,000.00			\$12,000.00

11135-450355	Compliance Letter Fees								
	Zoning compliance letter	To recover all costs of providing service	\$30.00 each	N	\$40 each			\$40 each	

Part 5  
User Fees and Charges

Department	Infrastructure, Planning and Growth Management
Division	Building
Activity	Building Inspection

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Work order compliance letter	To recover all costs of providing service	\$30.00 each	N	\$40 each			\$40 each	
	Survey compliance letter	To recover all costs of providing service	\$75.00 each	N	\$90 each			\$90 each	
	Total 450355					\$63,000.00			\$63,000.00
	Total					\$2,475,000.00			\$2,575,000.00

Part 5  
User Fees and Charges

**Municipal Operations**

Department	Municipal Operations
Division	Public Works
Activity	Various

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Recoveries								
10820-450220	* Sewer Rodding Private Connection	To recover costs	Time & Materials	Y		\$2,000		\$3,000	\$676,550
10850-450220	** Recoveries with HST	To recover costs	Time & Materials	Y		\$85,833		\$87,000	
10875-450220	***External Vehicles Recovery	To recover costs	Time & Materials	Y		\$5,277		\$5,550	
10845-450220	** Recovery no HST	To recover costs	Time & Materials	N		\$580,000		\$581,000	
	Total 450220					673,110		\$676,550	\$676,550

Part 5  
User Fees and Charges

Department	Municipal Operations
Division	Transit
Activity	Public Transit

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10945-450155	Other								
	ATM Royalty and GO Sales	Recovery Revenue share ATM usage, GO pass sales.	per unit	N		11,500			
	Total 450155					11,500			0
10950-450145	Public Transit Fares/Conventional								
	Per ride	To partially recover operating and maintenance costs	per ride	N	\$2.75			\$ 2.75	
	30 day pass Adult		pass	N	\$66.00			\$ 66.00	
	30 day pass Senior		pass	N	\$60.00			\$ 60.00	
	30 day pass Student		pass	N	\$45.00			\$ 45.00	
	Annual Senior		annual	N	\$250.00			\$ 250.00	
	1/2 Year Senior		1/2 year	N	\$150.00			\$ 150.00	
	Family Day		per family	N	\$10.00			\$ 10.00	
	10 Ride Pass		pass	N	\$25.00			\$ 25.00	
	Bulk		Bulk	N	Variable			Variable	
	Discount		Discount	N					
	TransCab		pass	N	\$3.50			\$ 3.50	
	Link Transfers		transfer	N	\$1.00			\$ 1.00	
	<12 yrs. of age		pass	N	\$0.00			\$0	
	Total 450145					5,422,279			5,469,302
10955-450145	Handi-Van transit Fares								
	Handi-Van transit Fares	To partially recover operating and maintenance costs	per ride	N	\$ 2.75	152,000		\$ 2.75	
	30 day Pass		pass	N	above			above	
	Total 450146					152,000			0
10955-450150	Charter Rental								
	Charter Rental Fee	To cover cost to supply charter bus service inside City	per hour	Y	\$150			\$150	
	Total					0			0
10960-450060	Advertising								
	Bus Shelter Advertising	Recovery of revenue shelter advertising	per unit	Y					
	Sponsorship Advertising	Recovery of revenue from sponsorships	per unit	Y					
	On-Bus transit Advertising	Recovery of revenue from on-bus advertising	per unit	Y		152,000			
	Total					152,000		0	0
	Total					5,737,779			5,469,302

## Part 5

### User Fees and Charges

Department	Municipal Operations
Division	Environmental Protection
Activity	WWTP

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e.. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
11020-450230	Disposal fees at WWTP			N					
	Disposal fees at WWTP	To partially recover operating costs of WWTP	per m3						
	Portable Toilet	To partially recover operating costs of WWTP	Portable Toilet		\$39.10	\$42,800.00		\$39.10	\$25,000.00
	Septic Tank	To partially recover operating costs of WWTP	Septic Tank		\$27.09	\$345,000.00		\$27.09	\$300,000.00
	Holding Tank	To partially recover operating costs of WWTP	Holding Tank		\$17.34	\$295,000.00		\$17.34	\$450,000.00
	Total 450230					\$682,800.00			\$775,000.00
11035-450230	Services & Testing								
	Extra strength surcharge agreement	To partially recover operating costs of EMP, Enviro. Lab. WWTP	per kg of excess load	N	\$0.90	\$555,000.00		\$0.90	\$565,000.00
	PUSI water mains cleaning	To partially recover operating costs of EMP, Enviro. Lab. WWTP	yearly fee	N					\$2,500.00
	RV holding tank dump fee	To partially recover WWTP operating costs associated with holding tank discharge treatment	fees per visit	N	\$10.00	\$2,500.00		\$10.00	\$2,500.00
	Discharge Permits (Water from an Outside Source)	To partially recover operating costs of EMP, Enviro. Lab. WWTP	per m3	N	\$0.56	\$20,000.00	1-Feb-24	\$0.57	\$15,000.00
	Snow Dump Sampling/Analysis	To partially recover operating costs of EMP, Enviro. Lab. WWTP	yearly fee	**		\$10,000.00			\$10,000.00
	Drinking Water Analysis Service	To fully recover operating costs of EMP, Enviro Lab, WWTP	per sample			\$100,000.00			
	Disposal Fee for Millbrook Hauled Waste	To partially recover operating costs of WWTP	per m3	N		\$13,000.00			\$13,000.00
	Total 450230					\$687,500.00			\$608,000.00
11035-450395	General Laboratory services								
	General Laboratory services	To partially recover operating cost of Enviro. Lab	fees as required	Y		\$35,000.00			\$110,000.00
	Total 450395					\$35,000.00			\$110,000.00
11035-490095	Bensfort Road landfill leachate treatment**								
	Bensfort Road landfill leachate treatment**	To partially recover operating costs of EMP, Enviro. Lab. WWTP	per m3	N	\$3.34	\$497,200.00	1-Jan-24	\$3.42	\$342,000.00
	Total 490095					\$497,200.00			\$342,000.00
11035-490096	Landfill and Compost sampling/monitoring/analysis								
	Landfill and Compost sampling/monitoring/analysis	To partially recover operating costs of EMP, Enviro. Lab. WWTP	yearly fee	**		\$261,250.00			\$275,000.00
	Total 490096					\$261,250.00			\$275,000.00
11030-450220	Camera or Vactor truck charges								
	Camera or Vactor truck charges	To Recover operating costs of WWC staff and truck (per truck per hour including one tonne disposal, plus additional expenses at applicable rates)	per hour		\$291.90	\$45,000.00		\$291.90	\$45,000.00
	Total 450220					45,000			\$45,000.00
						\$2,215,250.00			\$2,155,000.00



City of Peterborough

**Analytical Price List**

Parameter	List Pricing (\$)
Oil and Grease (T)	\$ 56.00
BOD5	\$ 41.00
CBOD5	\$ 41.00
DOC	\$ 41.00
Ammonia	\$ 30.00
Chlorine, Total Residual	\$ 25.00
TSS	\$ 30.00
TDS	\$ 30.00
Total Solids and Volatile Solids	\$ 25.00
Alkalinity	\$ 25.00
COD	\$ 36.00
Phosphate-P	\$ 25.00
Phosphorus (total)	\$ 45.00
Conductivity	\$ 20.00
Mercury - Solids	\$ 46.00
Mercury - Waters	\$ 41.00
TKN, Waters	\$ 46.00
TKN, Biosolids	\$ 51.00
ICP Metals-Waters	\$ 75.00
ICP Metals-Biosolids/NMA	\$ 85.00
HPC	\$ 20.00
E.coli/Total Coliform	\$ 30.00
E.coli , NMA (includes TS)	\$ 51.00
Turbidity	\$ 20.00
Single Anion	\$ 36.00
Anions Scan	\$ 56.00
Single Cation	\$ 36.00
	\$ 56.00
Cations Scan	\$ -
pH	\$ 15.00
Phenol (T)	\$ 46.00
Microscopic Analysis (\$/h)	\$ 115.00

## Part 5

### User Fees and Charges

Department	Municipal Operations
Division	Environmental Services
Activity	Waste Management

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10

10980-450390	Tipping Fees								
	Landfill fine - Fail to weigh out	To partially recover operating cost to administer / recover skipped tipping fees and to deter users from skipping weigh out	per unit	N	\$125	\$1,250		\$125	\$1,250
	Landfill fine - Fail to tarp load	To partially recover operating cost to administer / recover litter clean-up costs and to deter users from not tarping loads	per unit	N	\$15	\$90	1-Jan-24	\$75	\$300
	Landfill Tipping Fee - Sorted - clear bagged garbage, shingles, construction material, drywall & Contaminated soil (with pre-approval) – 100 kg or less	To partially recover operating costs of landfill site for garbage loads 100 kg or less.	Flat Fee	N	\$12	\$343,500		\$12	\$343,500
	Landfill Tipping Fee - Sorted - clear bagged garbage, shingles, construction material, drywall & Contaminated soil (with pre-approval) – over 100 kg (Unsorted)	To partially recover operating costs of landfill site for garbage loads 101 kg or more.	per tonne	N	\$145	\$2,013,650	1-Apr-24	\$150	\$1,570,647
	Landfill Tipping Fee - Sorted - Recyclables include green waste (L&Y or Source Separated Organics), scrap metal, clean wood waste, and blue box materials – 100 kg or less	To partially recover operating costs of landfill site for mixed recyclable loads of 100 kg or less.	Flat Fee	N	\$7	\$57,253	1-Apr-24	\$10	\$74,429
	Landfill Tipping Fee - Sorted - Recyclables include green waste (L&Y or Source Separated Organics), scrap metal, clean wood waste, and blue box materials – 100 kg or more	Mixed recyclable loads of 101 kg or more.	per tonne	N	\$115	\$102,804	1-Apr-24	\$120	\$104,860
	Landfill Tipping Fee - Unsorted - mixed garbage, garbage in opaque bags, including mixed loads of recyclables and different types of garbage, etc. – 100 kg or less	To partially recover operating costs of landfill site for unsorted garbage loads 100 kg or less.	Flat Fee	N	\$12	\$343,500	1-Apr-24	\$25	\$429,375

## Part 5

### User Fees and Charges

Department	Municipal Operations
Division	Environmental Services
Activity	Waste Management

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Landfill Tipping Fee - Unsorted - mixed garbage, garbage in opaque bags, including mixed loads of recyclables and different types of garbage, etc. – 100 kg or more	To partially recover operating costs of landfill site for unsorted garbage loads 101 kg or more.	per tonne	N	\$145	\$0	1-Apr-24	\$260	\$986,689
	Mattress and Box spring Recycling Fee - <10 units	To partially recover cost of Mattress and Box spring recycling program initiated by Council in 2014	per unit	N	\$20	\$156,816		\$20	\$188,179
	Commercial Mattresses and Box springs - over 10 units	To recover the cost of 10+ mattresses and box springs brought to the landfill by commercial sources.	per unit	N	\$25	\$65,340		\$25	\$65,340
	Landfill Tipping Fee - Cover Materials	To partially recover operating costs of landfill site, and bring charges in line with other similar materials	per tonne	N	\$55	\$1,319,973	1-Apr-24	\$65	\$1,517,968
	Landfill Tipping Fee - Contaminated Soils Approved for Fill	To partially recover operating costs of landfill site	per tonne	N	\$145	\$72,500	1-Apr-24	\$150	\$75,000
	Landfill Tipping Fee - Asbestos	To partially recover operating costs of landfill site	per tonne	N	\$285	\$147,245	1-Apr-24	\$300	\$154,607
	Landfill Tipping Fee - Freon-based appliances	To partially recover operating costs of landfill site	per unit	N	\$25	\$25,800		\$25	\$25,800
	<b>Total 450390</b>					<b>\$4,648,471</b>			<b>\$5,536,695</b>
10980-450390	<b>Tipping Fees if scales out of service</b>								
	Garbage Sorted - clear bagged garbage, shingles, construction material, drywall & Contaminated soil (with pre-approval)	To partially recover operating costs of landfill site for a car	per unit	N	\$12		1-Jan-24	\$12	
	Garbage Sorted - clear bagged garbage, shingles, construction material, drywall & Contaminated soil (with pre-approval)	To partially recover operating costs of landfill site for a Passenger van/suv/pickup truck	per unit	N	\$18		1-Jan-24	\$18	
	Garbage Sorted - clear bagged garbage, shingles, construction material, drywall & Contaminated soil (with pre-approval)	To partially recover operating costs of landfill site for a Pickup/Cargo van with a trailer	per unit	N	\$24		1-Jan-24	\$25	
	Garbage Sorted - clear bagged garbage, shingles, construction material, drywall & Contaminated soil (with pre-approval)	To partially recover operating costs of landfill site for a 10 yard container	per unit	N	\$165		1-Jan-24	\$170	

## Part 5

### User Fees and Charges

Department	Municipal Operations
Division	Environmental Services
Activity	Waste Management

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Garbage Sorted - clear bagged garbage, shingles, construction material, drywall & Contaminated soil (with pre-approval)	To partially recover operating costs of landfill site for a 15 yard container	per unit	N	\$250		1-Jan-24	\$260	
	Garbage Sorted - clear bagged garbage, shingles, construction material, drywall & Contaminated soil (with pre-approval)	To partially recover operating costs of landfill site for a 20 yard container	per unit	N	\$330		1-Jan-24	\$340	
	Garbage Sorted - clear bagged garbage, shingles, construction material, drywall & Contaminated soil (with pre-approval)	To partially recover operating costs of landfill site for a 30 yard container	per unit	N	\$500		1-Jan-24	\$520	
	Garbage Sorted - clear bagged garbage, shingles, construction material, drywall & Contaminated soil (with pre-approval)	To partially recover operating costs of landfill site for a 40 yard container	per unit	N	\$660		1-Jan-24	\$680	
	Garbage Sorted - clear bagged garbage, shingles, construction material, drywall & Contaminated soil (with pre-approval)	To partially recover operating costs of landfill site for a Packer Truck	per unit	N	\$1,160		1-Jan-24	\$1,220	
	Garbage Sorted - clear bagged garbage, shingles, construction material, drywall & Contaminated soil (with pre-approval)	To partially recover operating costs of landfill site for a Compactor Bin	per unit	N	\$1,160		1-Jan-24	\$1,220	
	Garbage Sorted - clear bagged garbage, shingles, construction material, drywall & Contaminated soil (with pre-approval)	To partially recover operating costs of landfill site for a Front Loader Truck	per unit	N	\$1,160		1-Jan-24	\$1,220	
	Garbage Unsorted - mixed garbage, garbage in opaque bags, including mixed loads of recyclables and different types of garbage, etc	To partially recover operating costs of landfill site for a car	per unit	N	\$12		1-Jan-24	\$25	
	Garbage Unsorted - mixed garbage, garbage in opaque bags, including mixed loads of recyclables and different types of garbage, etc	To partially recover operating costs of landfill site for a Passenger van/suv/pickup truck	per unit	N	\$18		1-Jan-24	\$35	

## Part 5

### User Fees and Charges

Department	Municipal Operations
Division	Environmental Services
Activity	Waste Management

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Garbage Unsorted - mixed garbage, garbage in opaque bags, including mixed loads of recyclables and different types of garbage, etc.	To partially recover operating costs of landfill site for a Pickup/Cargo van with a trailer	per unit	N	\$24		1-Jan-24	\$50	
	Garbage Unsorted - mixed garbage, garbage in opaque bags, including mixed loads of recyclables and different types of garbage, etc.	To partially recover operating costs of landfill site for a 10 yard container	per unit	N	\$165		1-Jan-24	\$350	
	Garbage Unsorted - mixed garbage, garbage in opaque bags, including mixed loads of recyclables and different types of garbage, etc.	To partially recover operating costs of landfill site for a 15 yard container	per unit	N	\$250		1-Jan-24	\$520	
	Garbage Unsorted - mixed garbage, garbage in opaque bags, including mixed loads of recyclables and different types of garbage, etc.	To partially recover operating costs of landfill site for a 20 yard container	per unit	N	\$330		1-Jan-24	\$700	
	Garbage Unsorted - mixed garbage, garbage in opaque bags, including mixed loads of recyclables and different types of garbage, etc.	To partially recover operating costs of landfill site for a 30 yard container	per unit	N	\$500		1-Jan-24	\$1,040	
	Garbage Unsorted - mixed garbage, garbage in opaque bags, including mixed loads of recyclables and different types of garbage, etc.	To partially recover operating costs of landfill site for a 40 yard container	per unit	N	\$660		1-Jan-24	\$1,400	
	Garbage Unsorted - mixed garbage, garbage in opaque bags, including mixed loads of recyclables and different types of garbage, etc.	To partially recover operating costs of landfill site for a Packer Truck	per unit	N	\$1,160		1-Jan-24	\$2,400	
	Garbage Unsorted - mixed garbage, garbage in opaque bags, including mixed loads of recyclables and different types of garbage, etc.	To partially recover operating costs of landfill site for a Compactor Bin	per unit	N	\$1,160		1-Jan-24	\$2,400	
	Garbage Unsorted - mixed garbage, garbage in opaque bags, including mixed loads of recyclables and different types of garbage, etc.	To partially recover operating costs of landfill site for a Front Loader Truck	per unit	N	\$1,160		1-Jan-24	\$2,400	

## Part 5

### User Fees and Charges

Department	Municipal Operations
Division	Environmental Services
Activity	Waste Management

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Contaminated Soil - Cover	To partially recover operating costs of landfill site for a Passenger van/suv/pickup truck	per unit	N	\$12		1-Jan-24	\$12	
	Contaminated Soil - Cover	To partially recover operating costs of landfill site for a Pickup/Cargo van with a trailer	per unit	N	\$12		1-Jan-24	\$12	
	Contaminated Soil - Cover	To partially recover operating costs of landfill site for a 10 yard container	per unit	N	\$63		1-Jan-24	\$70	
	Contaminated Soil - Cover	To partially recover operating costs of landfill site for a 15 yard container	per unit	N	\$95		1-Jan-24	\$100	
	Contaminated Soil - Cover	To partially recover operating costs of landfill site for a 20 yard container	per unit	N	\$125		1-Jan-24	\$140	
	Contaminated Soil - Cover	To partially recover operating costs of landfill site for a 30 yard container	per unit	N	\$188		1-Jan-24	\$200	
	Contaminated Soil - Cover	To partially recover operating costs of landfill site for a 40 yard container	per unit	N	\$250		1-Jan-24	\$265	
	Contaminated Soil - Cover	To partially recover operating costs of landfill site for a Packer Truck	per unit	N	\$440		1-Jan-24	\$460	
	Contaminated Soil - Cover	To partially recover operating costs of landfill site for a Compactor Bin	per unit	N	\$440		1-Jan-24	\$460	
	Contaminated Soil - Cover	To partially recover operating costs of landfill site for a Front Loader Truck	per unit	N	\$440		1-Jan-24	\$460	
	Contaminated Soil - Waste	To partially recover operating costs of landfill site for a Passenger van/suv/pickup truck	per unit	N	\$18		1-Jan-24	\$18	
	Contaminated Soil - Waste	To partially recover operating costs of landfill site for a Pickup/Cargo van with a trailer	per unit	N	\$24		1-Jan-24	\$25	
	Contaminated Soil - Waste	To partially recover operating costs of landfill site for a 10 yard container	per unit	N	\$165		1-Jan-24	\$175	
	Contaminated Soil - Waste	To partially recover operating costs of landfill site for a 15 yard container	per unit	N	\$250		1-Jan-24	\$260	
	Contaminated Soil - Waste	To partially recover operating costs of landfill site for a 20 yard container	per unit	N	\$330		1-Jan-24	\$350	
	Contaminated Soil - Waste	To partially recover operating costs of landfill site for a 30 yard container	per unit	N	\$500		1-Jan-24	\$520	

## Part 5

### User Fees and Charges

Department	Municipal Operations
Division	Environmental Services
Activity	Waste Management

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Contaminated Soil - Waste	To partially recover operating costs of landfill site for a 40 yard container	per unit	N	\$660		1-Jan-24	\$680	
	Contaminated Soil - Waste	To partially recover operating costs of landfill site for a Packer Truck	per unit	N	\$1,160		1-Jan-24	\$1,220	
	Contaminated Soil - Waste	To partially recover operating costs of landfill site for a Compactor Bin	per unit	N	\$1,160		1-Jan-24	\$1,220	
	Contaminated Soil - Waste	To partially recover operating costs of landfill site for a Front Loader Truck	per unit	N	\$1,160		1-Jan-24	\$1,220	
	Landfill Tipping Fee - Recyclables include green waste, scrap metal, and blue box materials	To partially recover operating costs of landfill site for a car	per unit	N	\$7		1-Jan-24	\$10	
	Landfill Tipping Fee - Recyclables include green waste, scrap metal, and blue box materials	To partially recover operating costs of landfill site for a Passenger van/suv/pickup truck	per unit	N	\$7		1-Jan-24	\$10	
	Landfill Tipping Fee - Recyclables include green waste, scrap metal, and blue box materials	To partially recover operating costs of landfill site for a Pickup/Cargo van with a trailer	per unit	N	\$7		1-Jan-24	\$10	
	Landfill Tipping Fee - Recyclables include green waste, scrap metal, and blue box materials	To partially recover operating costs of landfill site for a 10 yard container	per unit	N	\$130		1-Jan-24	\$140	
	Landfill Tipping Fee - Recyclables include green waste, scrap metal, and blue box materials	To partially recover operating costs of landfill site for a 15 yard container	per unit	N	\$200		1-Jan-24	\$210	
	Landfill Tipping Fee - Recyclables include green waste, scrap metal, and blue box materials	To partially recover operating costs of landfill site for a 20 yard container	per unit	N	\$262		1-Jan-24	\$280	
	Landfill Tipping Fee - Recyclables include green waste, scrap metal, and blue box materials	To partially recover operating costs of landfill site for a 30 yard container	per unit	N	\$395		1-Jan-24	\$420	
	Landfill Tipping Fee - Recyclables include green waste, scrap metal, and blue box materials	To partially recover operating costs of landfill site for a 40 yard container	per unit	N	\$525		1-Jan-24	\$560	
	Landfill Tipping Fee - Recyclables include green waste, scrap metal, and blue box materials	To partially recover operating costs of landfill site for a Packer Truck	per unit	N	\$920		1-Jan-24	\$980	



## Part 5

### User Fees and Charges

Department	Municipal Operations
Division	Environmental Services
Activity	Waste Management

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Landfill Tipping Fee - Recyclables include green waste, scrap metal, and blue box materials	To partially recover operating costs of landfill site for a Compactor Bin	per unit	N	\$920		1-Jan-24	\$980	
	Landfill Tipping Fee - Recyclables include green waste, scrap metal, and blue box materials	To partially recover operating costs of landfill site for a Front Loader Truck	per unit	N	\$920		1-Jan-24	\$980	
	Total 450390 - Scales out of Order					\$0			\$0
10985-450025	Misc								
	Backyard composters sold	To partially recover the cost of backyard composters	per unit	Y	\$44	\$10,000		\$44	\$10,000
	Commercial Fluorescent tubes	To recover the cost of commercially-generated fluorescent tubes at the HHW Depot, which are not covered by provincial funders	per unit	N	Not charging, just have quantity limits			have quantity limits	
	Total 450025					\$10,000			\$10,000
10985-410400	Composting services								
	L&Y Composting services to townships and County (Municipal and Contract agreements)	To cover the City's cost to process green waste material dropped at the City's composting facility by Peterborough County, Townships, Municipal Contract agreements.	per tonne	Y	\$46.00	\$35,000	1-Jan-24	\$85.00	\$35,000
	SSO Composting services to townships and County (Municipal and Contract agreements)	To cover the City's cost to process green waste material dropped at the City's composting facility by Peterborough County, Townships, Municipal Contract agreements.	per tonne	Y			1-Jan-24	\$112.00	\$165,000
	Total 410400					\$35,000			\$200,000
11000-450230	Large Article Collection								
	Large Article Collection	To partially recover operating costs of large article collection	per unit	N	\$30 for 1st item, \$10 each add'l item	\$16,000	1-Jan-24	\$30 for 1st item, \$15 each add'l item	\$16,000
	Large Article Collection - Mattresses/Box Springs	To cover the cost to collect and pay \$20 each to the landfill account for recycling costs	per unit	N	\$30.00			\$30.00	
	Total 450230					\$16,000			\$16,000
11010-450020	Container sales								
	Blue boxes sold back to community	To partly recover the new supply contract for recycling bins, blue boxes will now be: \$5.00 for the small 23L carry bin, and \$8.00 for the 61L fiber or 89L container recycling boxes. No free blue box replacements.	per unit	Y	\$4.42 for 23L \$7.08 for 68L or 83L	\$8,000		\$4.42 for 23L \$7.08 for 68L or 83L	\$8,000
	100 L SSO Carts sold	To recover the cost of SSO carts sold (Not warranty replacements)	per unit	Y			1-Jan-24	\$88.49	\$4,425
	Organics Kitchen catcher	To recover the cost of kitchen catchers sold	per unit	Y			1-Jan-24	\$8.85	\$300



Part 5  
User Fees and Charges

Department	Municipal Operations
Division	Environmental Services
Activity	Waste Management

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e.. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	270 L Caddies sold back to the community	To recover the cost of recycling caddies supplied to apartments and businesses. This better encourages recycling, and drastically reduces administrative work.	per unit	Y	\$88.50	\$8,000		\$88.50	\$8,000
	Total 450020					\$16,000			\$20,725
	Total					\$4,726,095.75			\$5,784,044.06

## Part 5

### User Fees and Charges

Department	Municipal Operations
Division	Airport
Activity	Airport Operating Revenue

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e.. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Total					\$0.00			\$0.00
11125 450150	Passenger Fee								
	Passenger Fee	Charter fee by passenger enplaning and deplaning	per passenger	Y	\$7.53-\$10.76	\$5,381.25	1-Jan-24	\$8.00 - \$11.00	\$15,000.00
	Total 450150					\$5,381.25			\$15,000.00
11125-450275	Misc								
	After Hours Call Out	After hours call out fee - snow clearing, inspection, emergency	per hour	Y	\$80.72-\$269.05	\$1,076.25	1-Jan-24	\$250.00-\$2500.00	\$5,000.00
	Hydro Apron II	Apron II hydro connection	daily	Y			1-Jan-24	\$15.00	\$150.00
	Hydro Private Tiedown	Seasonal hydro October to March / April to September	monthly	Y			1-Jan-24	\$20.00-\$50.00	\$500.00
	Sanding	Sand application	per square foot / minimum fee	Y			1-Jan-24	\$0.05 / \$75.00	\$300.00
	Meeting Room Rental	Meeting room rental	daily	Y	\$78.75-\$262.50	\$538.13	1-Jan-24	\$81.10-\$700.00	\$1,500.00
	Airport Special Event	General	per hour/day	Y			1-Jan-24	\$250.00-\$1500.00	\$1,500.00
	Total 450275					\$1,614.38			\$8,950.00
11125 450310	Gasoline Rebate								
	Gasoline Rebate	Airport fuel surcharge	per litre	Y	\$0.045	\$47,150.00		\$0.045	\$45,000.00
	Total 450310					\$47,150.00			\$45,000.00
11125 450571	Registration Fees								
	Registration Fees	Infrastructure improvement fee for based aircraft	Per aircraft / per 5 training aircraft	Y			1-Jan-24	\$100.00-\$250.00	\$20,000.00
	Total 450571					\$0.00			\$20,000.00
11125 450572	General Aviation Maintenance Fees								
	General Aviation Maintenance Fees	Maintenance fees for general aviation area	per sq. ft.	Y			1-Jan-24	\$0.25-\$0.55	\$30,000.00
	Total 450572					\$0.00			\$30,000.00
11125 450573	Water / Sewer Connection Fee								
	Water / Sewer Connection Fee	Connection to water / sanitary system	per connection	Y			1-Jan-24	\$12,500.00	\$12,500.00
	Total 450573					\$0.00			\$12,500.00
11125-450574	Fire Service Connection Fee								
	Fire Service Connection Fee	Connection to fire hydrant	per connection	Y			1-Jan-24	\$500.00-\$1500.00	\$0.00
	Total 450574					\$0.00			\$0.00
11125-450575	Landing Fees								
	Landing Fees	Fee for each aircraft landing	per landing	Y	\$21.53-\$1230	\$26,906.25	1-Jan-24	\$1.00-\$1500.00	\$75,000.00
	Total 450575					\$26,906.25			\$75,000.00

## Part 5

### User Fees and Charges

Department	Municipal Operations
Division	Airport
Activity	Airport Operating Revenue

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
11125-450576	Airport Infrastructure Maintenance Fee								
	Airport Infrastructure Maintenance Fee	Maintenance of airport infrastructure	per sq. ft.	Y		\$0.00	1-Jan-24	\$0.05-\$0.20	\$35,000.00
	Total 450576					\$0.00			\$35,000.00
11125-450577	Hangar Rental Fee								
	Hangar Rental Fee	Hangar Rental Fee	Monthly Per Aircraft	Y		\$0.00	1-Jan-24	\$400.00-\$700.00	\$0.00
	Total 450577					\$0.00			\$0.00
11125-450578	Airport Parking Fee								
	Airport Parking Fee	Vehicle parking fee	Hourly/Daily / Weekly /Monthly	Y			1-Jan-24	\$3.50-\$100	\$500.00
	Total 450578					\$0.00			\$500.00
11125-450579	Storage Fees								
	Storage Fees	Storage of equipment	Daily / Weekly /Monthly	Y		\$0.00	1-Jan-24	\$1.00-\$150	\$1,000.00
	Total 450579					\$0.00			\$1,000.00
11125-450580	Tie Down Fees								
	Tie Down Fees	Fee for parking aircraft parking on primary aprons and tiedown area	Monthly, Quarterly, Annual	Y	\$71.75 -\$1230	\$15,000.00	1-Jan-24	\$115.00-\$4000.00	\$30,000.00
	Total 450580					\$15,000.00			\$30,000.00
11125-450581	Airport Restricted Pass								
	Airport Restricted Pass	Airside access control pass	Flat fee	Y		\$0.00	1-Jan-24	\$25.00-\$50.00	\$200.00
	Total 450581					\$0.00			\$200.00
11125-450582	Airside Escort								
	Airside Escort	Staff escort for equipment, testing, construction outside of normal hours of operations, events, etc.	Per hour	Y		\$0.00	1-Jan-24	\$70.00	\$500.00
	Total 450582					\$0.00			\$500.00
11125-450583	Business Registration Fee								
	Business Registration Fee	Registration fee for business conducting activities airside that do not have pre-existing leases.	Annual	Y		\$0.00	1-Jan-24	\$200.00	\$500.00
	Total 450583					\$0.00			\$500.00
11125-450584	Apron Parking								
	Airport Apron Parking	Apron parking fees commencing upon use of apron and customs location. Applied every 12 hours to monthly rate.	every 4 hours/ daily / weekly / monthly / bi-Annual	Y	\$10.75-\$830	\$9,686.25	1-Jan-24	\$15.00-\$8,000.00	\$35,000.00
	Total 450584					\$9,686.25			\$35,000.00
11125-450584	Airside Access Key FOB								
	Airside Access Key FOB	Issuance of access key FOB	Flat fee	Y		\$0.00	1-Jan-24	\$50.00	\$500.00

Part 5  
User Fees and Charges

Department	Municipal Operations
Division	Airport
Activity	Airport Operating Revenue

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Total 450583					\$0.00			\$500.00
11130 440942	Development Review Fees								
	Development Review Fees	Building construction oversight	per sq. m.		\$10.80-\$12.80	\$14,000.00	1-Jan-24	\$16.60	\$14,000.00
	Total 440942					\$14,000.00			\$14,000.00
	Total					\$119,738.13			\$323,650.00

Part 5  
User Fees and Charges

Community Services

Department	Community Services
Division	Arts and Culture
Activity	Museum and Archives

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10345-450290	Service Fees								
	PerfectMind Withdrawal Fees	To offset the administrative costs associated with refunds for program withdrawals	per registrant	N	\$5.00	\$400		\$5.00	\$400
	Total 450290					\$400			\$400
10345-450410	Admissions								
	Admission	To partially recover costs of temporary exhibitions	per visit	N	by donation	\$15,500		by donation	\$15,500
	Total 450410					\$15,500			\$15,500
10355-450240	School Programs								
	School Programs	To provide suitable time, resources and programs	per registrant	N	\$7.00	\$6,000		\$7.00	\$6,000
	Total 450240					\$6,000			\$6,000
10355-450250	Film Admissions								
	Bringing TIFF To You - Tickets	To partially recover operating costs Museum & Archives	per ticket	Y	\$16.00	\$85,600	1-Jan-24	\$18.08	\$95,000
	Total 450250					\$85,600			\$95,000
10355-450255	Camps								
10355-450255	Summer Day Camps	To provide suitable time, resources and programs (full day)	per registrant	N	\$50.00	\$50,000		\$50.00	\$52,000
10355-450255	Specialized Camps	To provide suitable time, resources and programs (full day)	per registrant	N	\$65.00			\$65.00	
	Total 450255					\$50,000			\$52,000
10355-450260	Collections								
	Archaeological Collections	To partially recover the costs of processing, conservation and long-term storage	per box	N	\$425.00	\$0		\$425.00	\$0
	Total 450260					\$0			\$0
10355-450345	Programs								
10355-450345	Public Programs	To provide suitable time, resources and programs on weekends, evenings	per group	Y	\$140.00	\$1,000		\$140.00	\$2,000
10355-450345	Childrens' Programs	To provide suitable time, resources and programs (full day)	per registrant	N	\$50.00	\$9,000		\$50.00	\$13,000
	Total 450345					\$10,000			\$15,000
	Total					\$167,500			\$183,900

## Part 5

### User Fees and Charges

Department	Community Services
Division	Arts and Culture
Activity	Art Gallery of Peterborough

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
<b>40010-450085</b>	<b>Memberships</b>								
	Individual Art Gallery Membership	to cover costs of membership benefits	per person	N	\$30.00	\$1,050		\$30.00	\$1,140
	2 Year Individual AGP Membership	covers cost of membership benefits - 10% discount	per person	N	\$54.00	\$540		\$54.00	\$810
	Family Art Gallery Membership	to cover costs of membership benefits	per family	N	\$40.00	\$1,200		\$40.00	\$1,360
	2 Year Family AGP Membership	covers cost of membership benefits - 10% discount	per family	N	\$72.00	\$360		\$72.00	\$720
	Senior Art Gallery Membership	to cover costs of membership benefits	per person	N	\$25.00	\$750		\$25.00	\$750
	2 Year Senior AGP Membership	covers cost of membership benefits - 10% discount	per person	N	\$45.00	\$135		\$45.00	\$675
	Student Art Gallery Membership	to cover costs of membership benefits	per person	N	\$20.00	\$40		\$20.00	\$100
	2 Year Student AGP Membership	covers cost of membership benefits - 10% discount	per person	N	\$45.00	\$45		\$45.00	\$45
	Curator's Circle AGP Membership	covers cost of membership, plus defined benefits	per family	N	\$100.00	\$200		\$100.00	\$300
	2 year Curator's Circle Membership	covers cost of membership benefits - 10% discount	per family	N	\$180.00	\$180		\$180.00	
	Director's Circle AGP Membership	covers cost of membership, plus defined benefits	per family	N	\$300.00			\$300.00	\$600
	2 Year Director's Circle Membership	covers cost of membership benefits - 10% discount	per family	N	\$540.00			\$540.00	
	Benefactor's Circle AGP Membership	covers cost of membership, plus defined benefits	per family	N	\$1,000.00			\$1,000.00	
	2 Year Benefactor Circle Membership	covers cost of membership benefits - 10% discount	per family	N	\$1,800.00			\$1,800.00	
	<b>Total 450085</b>					<b>\$4,500</b>			<b>\$6,500</b>
<b>40010-450240</b>	<b>School Groups</b>								
	School Groups	to cover increased costs for instructors, materials and facility operation	per visit 1 student	N	\$10.00	\$8,000		\$10.00	\$5,000
	<b>Total 450240</b>					<b>\$8,000</b>			<b>\$5,000</b>
<b>40010-450320</b>	<b>Rentals</b>								
	Room Rental	user fees	per hour	Y	\$120.00			\$120.00	
	Art Gallery & Studio	user fees	2 hours		\$175.00			\$175.00	
	Outdoor Patio	user fees	per hour	Y	\$150.00			\$150.00	
	Special Events - flat fee plus additional hourly rate		flat fee + hourly rates	Y	\$200.00			\$200.00	
	<b>Total 450320</b>					<b>\$0</b>			<b>\$0</b>
<b>40010-450615</b>	<b>Education Child</b>								
	Education programs - child	costs of instructors, materials, facility, change from 6 to 8 week session	\$50 /day or \$33 1/2 day	N	\$33 - \$50	\$4,000		\$33 - \$50	\$4,000
	<b>Total 450615</b>					<b>\$4,000</b>			<b>\$4,000</b>
<b>40010-450620</b>	<b>Education Youth</b>								
	Education programs - Youth	Varies depending on artist/instructor and schedule	full day	Y	\$50 - 80	\$1,500		\$50 - 80	\$1,500
	<b>Total 450620</b>					<b>\$1,500</b>			<b>\$1,500</b>
<b>40010-450625</b>	<b>Education Adult</b>								
	Education programs - Adult	Varies depending on artist/instructor and schedule	2 hr session	Y	\$50 - 80	\$7,000		\$50 - 80	\$5,000

## Part 5

### User Fees and Charges

Department	Community Services
Division	Arts and Culture
Activity	Art Gallery of Peterborough

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Education programs - Adult & Family	Materials fees includes take home kit	per 1/2 day session / group	Y		\$0			
	Total 450625					\$7,000			\$5,000
40010-450630	March Break & Summer Camps	covers increased costs for instructors, materials, facility operation - options available	\$50 /day or \$33 1/2 day	N	\$33 - \$50	\$16,000		\$33 - \$50	\$18,000
	Total 450630					\$16,000			\$18,000
40010-450635	Education Other								
	Education - Partnerships			N		\$6,000			\$2,000
	Total 450635					\$6,000			\$2,000
						\$47,000			\$42,000

## Part 5

### User Fees and Charges

Department	Community Services								
Division	Arts and Culture								
Activity	Memorial Centre Events								
G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10390-450060	Advertising Revenue								
	In-Arena Advertising Sales-Managed by Petes	To partially recover operating costs	Annual	Y/Extra	\$850-5,000			\$850-5,000	
	Total 450060					\$0			\$0
10390-450430	Ticket Charges								
	Order Charge	To partially recover operating costs	per order	Y/Extra	\$2 to \$2.50/order			\$2 to \$2.50/order	
	Total 450430					\$20,000			\$20,000
10390-450440	Premiums								
	Premium Fees for Club/South-end/Skybox/Birthday room-Concerts & Events	To partially recover operating costs	per ticket	Y/Incl.	\$1.00 to \$5.50			\$1.00 to \$5.50	
	South-End Club Premium-Lakers Discontinued	To partially recover operating costs	annual	Y/Extra	\$135 To \$175			\$135 To \$175	
	Total 450440					\$69,600			\$69,600
10390-450450	Box Office Fees								
	Internet ticket service charges	To partially recover operating costs	per ticket	Y/Extra	\$0.00			\$0.00	
	Box Office Ticket Sales Fee	To partially recover operating costs	per ticket	Y/Extra	\$0.75-\$10/ticket			\$0.75-\$10/ticket	
	Ticket System Event Layout Production Fee	To partially recover operating costs	per event	Y/Extra	\$165.38			\$165.38	
	Box Office Hourly Fee-Level 1	To partially recover operating costs	per hour	Y/Extra	\$82.69			\$82.69	
	Box Office Hourly Fee-Level 2	To partially recover operating costs	per hour	Y/Extra	\$55.13			\$55.13	
	Total 450450					\$160,450			\$160,450
10390-450435	License Fees								
	Suites-Managed by Petes	To partially recover operating costs	annual	Y/Extra	\$1,000 to \$2,500/Suite			\$1,000 to \$2,500/Suite	
	Total 450435					\$0			\$0



## Part 5

### User Fees and Charges

Department	Community Services								
Division	Arts and Culture								
Activity	Memorial Centre Events								
G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10390-450410	<b>Event Charges</b>								
	PMC Building Rental (Trade Show)	To partially recover operating costs	per day	Y/Extra	\$4,542.30			\$4,542.30	
	PMC Building Rental (Trade Show Non-Profit)	To partially recover operating costs	per day	Y/Extra	\$3,633.84			\$3,633.84	
	PMC Building Rental (Concert)	To partially recover operating costs	per day	Y/Extra	\$5,513-\$7,387			\$5,513-\$7,387	
	PMC Building Rental (Concert Non-Profit)	To partially recover operating costs	per day	Y/Extra	\$5,909.40			\$5,909.40	
	PMC Building Rental (Banquet-Floor Only)	To partially recover operating costs	per day	Y/Extra	\$2,811.38			\$2,811.38	
	In-House Marketing for Events	To partially recover operating costs	per event	Y/Extra	\$105-\$2,100			\$105-\$2,100	
	Event staff charges	To partially recover operating costs	per event	Y/Extra	\$2,648.00			\$2,648.00	
	Sound Room & Technician	To partially recover operating costs	per event	Y/Extra	\$275.63			\$275.63	
	Labor to remove glass	To partially recover operating costs	per event	Y/Extra	\$1,135.58			\$1,135.58	
	Labour to install Ice Cover	To partially recover operating costs	per event	Y/Extra	\$1,135.58			\$1,135.58	
	Partial Removal of Glass	To partially recover operating costs	per event	Y/Extra	\$794.90			\$794.90	
	Post Event Cleanup Fee	To partially recover operating costs	per event	Y/Extra	\$1,653.75			\$1,653.75	
	<b>Total 450410</b>					<b>\$275,625</b>			<b>\$275,625</b>
10390-450220	<b>Contractual Recovery</b>								
	Forklift Operator	To partially recover operating costs	per hour	Y/Extra	\$33.41			\$33.41	
	Forklift Rental ( Event)	To partially recover operating costs	per event	Y/Extra	\$303.19			\$303.19	
	Lift Rental	To partially recover operating costs	per day	Y/Extra	\$303.19			\$303.19	
	Additional Chair rental	To partially recover operating costs	per event	Y/Extra	\$2.27			\$2.27	
	Additional Table rental	To partially recover operating costs	per event	Y/Extra	\$18.17			\$18.17	
	<b>Total 450220</b>					<b>\$150,000</b>			<b>\$15,000</b>
10390-420125	<b>Morrow Park</b>								
	Morrow Building Rental-Winter	To partially recover operating costs	per day	Y/Extra	\$1,197.87			\$1,197.87	
	Morrow Building Rental-Summer	To partially recover operating costs	per day	Y/Extra	\$1,050.96			\$1,050.96	
	Morrow Building Set-Up Day Fee	To partially recover operating costs	per partial	Y/Extra	\$525.00			\$525.00	
	<b>Total 420125</b>					<b>\$15,000</b>			<b>\$15,000</b>
10390-450125	<b>Morrow Park Charges</b>								
	Parking	To partially recover operating costs	per vehicle	Y/Incl.	\$5.00			\$5.00	
	Parking Lot Buyout	To partially recover operating costs	per day	Y/Extra	\$2,205.00			\$2,205.00	
	<b>Total 450125</b>					<b>\$126,000</b>			<b>\$126</b>
<b>Total 10390</b>						<b>\$8,435,141</b>			<b>\$1,400,371</b>

## Part 5

### User Fees and Charges

Department	Community Services
Division	Recreation
Activity	Healthy Planet Arena

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10410-450320	Room Rentals								
	Banquet Hall-Sundays through Thursdays	To partially recover operating costs	Per Day	Y/ Extra	\$505.88		1-Jan-24	\$0.00	
	Banquet Hall-Monday through Thursdays	To partially recover operating costs	Hourly	Y/Extra			1-Jan-24	\$106.19	
	Banquet Hall-Monday through Thursdays	To partially recover operating costs	Per Day	Y/Extra			1-Jan-24	\$513.27	
	Banquet Hall-Fridays, Saturdays	To partially recover operating costs	Per Day	Y/ Extra	\$753.62		1-Jan-24	\$0.00	
	Banquet Hall-Fridays, Saturdays, Sundays	To partially recover operating costs	Daily	Y/ Extra			1-Jan-24	\$840.71	
	Banquet Hall-Sun-Thurs-3 Hours or Less	To partially recover operating costs	Per Day	Y/ Extra	\$158.71		1-Jan-24	\$0.00	
	Banquet Hall-Fri-Sat-3 Hours or Less	To partially recover operating costs	Per Day	Y/ Extra	\$226.09		1-Jan-24	\$0.00	
	Commercial Rate	To partially recover operating costs	Per Day	Y/Extra			1-Jan-24	\$973.45	
	Kitchen - Half Day	To partially recover operating costs	Per Day	Y/Extra			1-Jan-24	\$66.37	
	Kitchen - Full Day	To partially recover operating costs	Per Day	Y/Extra			1-Jan-24	\$132.74	
	Parking Lot - Half	To partially recover operating costs	Per Day	Y/Extra			1-Jan-24	\$132.74	
	Parking Lot - Full	To partially recover operating costs	Per Day	Y/Extra			1-Jan-24	\$265.49	
	Meeting Rooms-Day Rate	To partially recover operating costs	Per Day	Y/ Extra	\$126.19		1-Jan-24	\$0.00	
	Meeting Rooms-3 Hours or Less	To partially recover operating costs	3 Hours	Y/ Extra	\$63.66		1-Jan-24	\$0.00	
	Meeting Room - Hourly	To partially recover operating costs	Hourly	Y/Extra			1-Jan-24	\$39.82	
	Meeting Room - Daily (8+ hours)	To partially recover operating costs	Per Day	Y/Extra			1-Jan-24	\$309.73	
	Total 450320					\$72,144			\$70,000
10410-450425	Ice & Floor Rental Revenue								
	Prime-Time-Adult Ice	To partially recover operating costs	Per Hour	Y/ Extra	\$203.76		1-Apr-24	\$207.84	
	Prime-Time-Youth Ice	To partially recover operating costs	Per Hour	Y/ Extra	\$175.55		1-Apr-24	\$179.06	
	Non-Prime Time-All	To partially recover operating costs	Per Hour	Y/ Extra	\$129.57		1-Apr-24	\$132.16	
	After 11pm	To partially recover operating costs	Per Hour	Y/ Extra	\$129.57		1-Apr-24	\$132.16	
	Elementary School Rate	To partially recover operating costs	Per Hour	Y/ Extra	\$80.46		1-Apr-24	\$82.07	
	Individual Ice rental Cost per skaters -	To partially recover operating costs	Per Hour	Y/ Extra	\$9.03		1-Apr-24	\$9.21	
	Prime-Time-Adult Floor	To partially recover operating costs	Per Hour	Y/ Extra	\$112.68		1-Apr-24	\$114.93	
	Prime-Time-Youth Floor	To partially recover operating costs	Per Hour	Y/ Extra	\$90.09		1-Apr-24	\$91.89	
	Non-Prime Floor Time-All	To partially recover operating costs	Per Hour	Y/ Extra	\$66.67		1-Apr-24	\$68.00	
	Floor Pad Rental-Individual	To partially recover operating costs	Per Day	Y/ Extra	\$3,099.54		1-Apr-24	\$3,161.53	
	Total 450425					\$1,108,976			\$1,108,975
	Total 10410					\$1,181,120			\$1,178,975

## Part 5

### User Fees and Charges

Department	Community Services
Division	Recreation
Activity	Kinsmen Centre

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10425-450425	Ice & Floor Rental Revenue								
	Prime-Time-Adult Ice	To partially recover operating costs	Per Hour	Y/ Extra	\$194.06		1-Apr-24	\$207.84	
	Prime-Time-Youth Ice	To partially recover operating costs	Per Hour	Y/ Extra	\$167.19		1-Apr-24	\$179.06	
	Non-Prime Time-All Ice	To partially recover operating costs	Per Hour	Y/ Extra	\$123.40		1-Apr-24	\$132.16	
	After 11pm Ice	To partially recover operating costs	Per Hour	Y/ Extra	\$123.40		1-Apr-24	\$132.16	
	Elementary School Rate Ice	To partially recover operating costs	Per Hour	Y/Extra	\$76.63		1-Apr-24	\$82.07	
	Individual Ice rental Cost per skaters -	To partially recover operating costs	Per Hour	Y/Extra	\$9.03		1-Apr-24	\$9.21	
	Prime-Time-Adult Floor	To partially recover operating costs	Per Hour	Y/Extra	\$112.69		1-Apr-24	\$114.93	
	Prime-Time-Youth Floor	To partially recover operating costs	Per Hour	Y/Extra	\$90.09		1-Apr-24	\$91.89	
	Non-Prime Floor Time-All	To partially recover operating costs	Per Hour	Y/ Extra	\$66.67		1-Apr-24	\$68.00	
	Floor Pad Rental-Individual	To partially recover operating costs	Per Day	Y/Extra	\$3,099.54		1-Apr-24	\$3,161.53	
	Total 450425					\$837,202			\$850,000
Total 10425						\$837,202			\$850,000

Part 5  
User Fees and Charges

Department	Community Services
Division	Recreation
Activity	Miskin Law Community Complex

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10445-450320	Room Rentals								
	Meeting Room - Hourly	To partially recover operating costs	Hourly	Y/Extra			1-Jan-24	\$39.82	
	Meeting Room - Daily (8+ hours)	To partially recover operating costs	Per Day	Y/Extra			1-Jan-24	\$309.73	
	Total 450320								\$4,625
10445-450425	Ice Rental Revenue								
	Ice Prime-Time-Adult	To partially recover operating costs	Per Hour	Y/Extra			1-Apr-24	\$207.84	
	Ice Prime-Time-Youth	To partially recover operating costs	Per Hour	Y/Extra			1/Apr/24	\$179.06	
	Ice Non-Prime Time-All	To partially recover operating costs	Per Hour	Y/Extra			1/Apr/24	\$132.16	
	After 11pm	To partially recover operating costs	Per Hour	Y/Extra			1/Apr/24	\$132.16	
	Elementary School Rate	To partially recover operating costs	Per Hour	Y/Extra			1/Apr/24	\$82.07	
	Floor Prime-Adult	To partially recover operating costs	Per Hour	Y/Extra			1/Apr/24	\$114.93	
	Floor Prime-Youth	To partially recover operating costs	Per Hour	Y/Extra			1/Apr/24	\$91.89	
	Floor Non-Prime-All	To partially recover operating costs	Per Hour	Y/Extra			1/Apr/24	\$68.00	
	Individual Ice rental Cost per skaters -	To partially recover operating costs	Per Hour	Y/Extra			1/Apr/24	\$9.21	
	Floor Pad Rental - Individual	To partially recover operating costs	Per Day	Y/Extra			1-Apr-24	\$3,161.53	
	Total 450425								\$485,000
Total 10445						\$0			\$489,625

Part 5  
User Fees and Charges

Department	Community Services								
Division	Recreation								
Activity	Memorial Centre Operations								
G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10385-450425	Ice & Floor Charges								
	Ice Prime-Time-Adult	To partially recover operating costs	Per Hour	Y/Extra	\$194.06		1-Apr-24	\$207.84	
	Ice Prime-Time-Youth	To partially recover operating costs	Per Hour	Y/Extra	\$167.19		1/Apr/24	\$179.06	
	Ice Non-Prime Time-All	To partially recover operating costs	Per Hour	Y/Extra	\$123.40		1/Apr/24	\$132.16	
	After 11pm	To partially recover operating costs	Per Hour	Y/Extra	\$123.40		1/Apr/24	\$132.16	
	Elementary School Rate	To partially recover operating costs	Per Hour	Y/Extra	\$76.63		1/Apr/24	\$82.07	
	Floor Prime-Adult	To partially recover operating costs	Per Hour	Y/Extra	\$116.11		1/Apr/24	\$124.35	
	Floor Prime-Youth	To partially recover operating costs	Per Hour	Y/Extra	\$98.55		1/Apr/24	\$105.54	
	Floor Non-Prime-All	To partially recover operating costs	Per Hour	Y/Extra	\$72.92		1/Apr/24	\$78.10	
	Individual Ice rental Cost per skaters -	To partially recover operating costs	Per Hour	Y/ Extra	\$9.03		1/Apr/24	\$9.21	
	Cost varies to include Capital Contribution								
	Total 450425					\$291,848			\$308,000
Total 10385						\$291,848			\$308,000

Part 5  
User Fees and Charges

Department	Community Services
Division	Recreation
Activity	Adult and Seniors Programs

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10494-450530	Adult and Senior Programs								
	Facility Access Pass- Individual		Per Visit	Y/Extra	\$4.43		1-Jan-24	\$4.43	
	Facility Access Pass- Group	Group Rate	Per Visit	Y/Extra	\$13.27		1-Jan-24	\$13.27	
	Leisure Program - Multi Pass	Individual; Multipack Purchase	Per 25 Visits	Y/Extra	\$80.00		1-Jan-24	\$85.45	
	Instructional / Skill - Level F1	2 Hour Program	Per Class	Y/Extra	\$17.50		1-Jan-24	\$18.00	
	Instructional / Skill - Level F2	2 Hour Program	Per Class	Y/Extra	\$22.50		1-Jan-24	\$22.75	
	Recreation Program; Adult		Per Class	Y/Extra	\$8.50		1-Jan-24	\$9.00	
	Workshop; General Interest		Per Class	Y/Extra	\$10.50		1-Jan-24	\$11.00	
	Workshop; Special Interest		Per Class	Y/Extra	\$11.25		1-Jan-24	\$12.00	
	Certification Program - First Aid/CPR & AED	Two-Day Course	Per Course	Y	\$137.00		1-Jan-24	\$139.75	
	Certification Program - First Aid Recert.	One-Day Course	Per Course	Y	\$84.00		1-Jan-24	\$85.70	
	Certification Program - First Aid Instructor	18 Hours	Per Course	Y	\$170.00		1-Jan-24	\$173.50	
	Certification Program - Other Programs	One-Day Course	Per Course	Y	\$88.60		1-Jan-24	\$90.25	
	Course Materials - Standard First Aid Manual		1 Set	Y	\$21.50		1-Jan-24	\$21.85	
	Total 450530					\$83,680			\$85,000
Total 10494						\$83,680			\$85,000

## Part 5

### User Fees and Charges

Department	Community Services
Division	Recreation
Activity	Aquatics and Beach Program

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10530-450515	<b>Aquatic Programs</b>								
	Child/Youth Swim Program - 30m		Per Class	N	\$8.50		1-Jan-24	\$8.65	
	Child/Youth Swim Program - 30m	Member Rate	Per Class	N	\$6.38		1-Jan-24	\$6.50	
	Child/Youth Swim Program - 45m		Per Class	N	\$9.00		1-Jan-24	\$9.25	
	Child/Youth Swim Program - 45m	Member Rate	Per Class	N	\$6.75		1-Jan-24	\$6.90	
	Child/Youth Swim Program - 60m		Per Class	N	\$9.50		1-Jan-24	\$9.70	
	Child/Youth Swim Program - 60m	Member Rate	Per Class	N	\$7.13		1-Jan-24	\$7.25	
	Child/Youth Private Swim Program - 30m		Per Class	N	\$21.75		1-Jan-24	\$22.25	
	Child/Youth Private Swim Program - 30m	Member Rate	Per Class	N	\$16.31		1-Jan-24	\$16.75	
	Child/Youth Semi-Priv. Swim Program - 30m		Per Class	N	\$13.00		1-Jan-24	\$13.25	
	Child/Youth Semi-Priv. Swim Program - 30m	Member Rate	Per Class	N	\$9.75		1-Jan-24	\$10.00	
	Adaptive 1:1 Swim Program - 30m		Per Class	N	\$21.75		1-Jan-24	\$22.25	
	Adaptive 1:1 Swim Program - 30m	Member Rate	Per Class	N	\$16.31		1-Jan-24	\$16.75	
	Adaptive Low Ratio Swim Program - 30m		Per Class	N	\$13.00		1-Jan-24	\$13.25	
	Adaptive Low Ratio Swim Program - 30m	Member Rate	Per Class	N	\$9.75		1-Jan-24	\$10.00	
	Fitness Swimmer Program		Per Class	Y/Extra	\$10.25		1-Jan-24	\$10.45	
	Junior Lifeguard Club		Per Class	Y/Extra	\$10.25		1-Jan-24	\$10.45	
	Junior Lifeguard Club	Member Rate	Per Class	Y/Extra	\$7.69		1-Jan-24	\$7.85	
	Leadership Program - Bronze Medallion	First Aid Included	Per Class	Y/Extra	\$21.50		1-Jan-24	\$21.85	
	Leadership Program - Bronze Cross	First Aid Included	Per Class	Y/Extra	\$22.75		1-Jan-24	\$23.20	
	Leadership Program - Instructor / NLS Recert.		Per Class	Y/Extra	\$88.00		1-Jan-24	\$89.75	
	Leadership Program - LSS Instructor Course		Per Class	Y/Extra	\$32.00		1-Jan-24	\$32.65	
	Leadership Program - National Lifeguard		Per Class	Y/Extra	\$21.50		1-Jan-24	\$21.85	
	Leadership Program - National Lifeguard	Instructor Course; 18 Hours	Per Class	Y/Extra	\$88.00		1-Jan-24	\$229.50	
	Leadership Program - LSS Instructor Course	Assistant Instructor Course	Per Class	Y/Extra	\$32.00		1-Jan-24	\$21.85	
	Leadership Program - LSS Course	Aquatic Supervisor Course	Per Class	Y/Extra	\$225.00		1-Jan-24	\$89.75	
	Certification Program - Examiner Course		Per Course	Y	\$88.50		1-Jan-24	\$90.25	
	<b>Total 450515</b>					<b>\$281,791</b>			<b>\$300,000</b>
<b>Total 10530</b>						<b>\$281,791</b>			<b>\$300,000</b>

Part 5  
User Fees and Charges

Department	Community Services
Division	Recreation
Activity	Child and Family Programs

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10495-450520	<u>Day and Summer Camp Programs</u>								
	Camp Program - Single Day Camp		Per Day	Y	\$48.00		1-Jan-24	\$50.00	
	Camp Program - Single Day Camp	Member Rate	Per Day	Y	\$35.00		1-Jan-24	\$40.00	
	Camp Program - Weekly Camp		Per Week	Y			1-Jan-24	\$255.00	
	Camp Program - Weekly Day Camp	Member Rate	Per Week	Y			1-Jan-24	\$192.00	
	Camp Program - Lunch Program		Per Day	Y	\$8.50		1-Jan-24	\$9.00	
	Total 450520					\$308,254			\$310,000
10495-450525	<u>Children and Family Programs</u>								
	Child Recreational Program - 30m		Per Class	N	\$6.75		1-Jan-24	\$6.85	
	Child Recreational Program - 30m	Member Rate	Per Class	N	\$5.06		1-Jan-24	\$5.15	
	Child Recreational Program - 45m		Per Class	N	\$7.25		1-Jan-24	\$7.30	
	Child Recreational Program - 45m	Member Rate	Per Class	N	\$5.44		1-Jan-24	\$5.50	
	Child Recreational Program - 60m		Per Class	N	\$7.75		1-Jan-24	\$7.80	
	Child Recreational Program - 60m	Member Rate	Per Class	N	\$5.81		1-Jan-24	\$5.90	
	Child Instructional Program		Per Class	Y	\$12.00		1-Jan-24	\$12.25	
	Family Recreational Program		Per Class	Y	\$7.25		1-Jan-24	\$7.30	
	Family Instructional Program		Per Class	Y	\$17.50			\$17.50	
	Certification - High Five Program		Per Class	Y	\$105.00		1-Jan-24	\$107.00	
	Birthday Party - Classic (2 Hours)	Room rental and staff support	Per Event	Y	\$91.50		1-Jan-24	\$95.00	
	Birthday Party - Gym (2 Hours)	Room rental and staff support	Per Event	Y	\$185.00		1-Jan-24	\$195.00	
	Birthday Party - Gym-Swim (3 Hrs)	Room rental and staff support	Per Event	Y	\$255.00		1-Jan-24	\$265.00	
	Birthday Party - Extra Child Fee		Per Child	Y	\$16.50		1-Jan-24	\$16.75	
	Total 450525					\$93,702			\$155,000
Total 10495						\$401,956			\$465,000



## Part 5

### User Fees and Charges

Department	Community Services
Division	Recreation
Activity	Facilities Booking and Permitting Services

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10520-450270	<b>Partnership Agreements</b>								
	Farmer's Market	Daily	Daily	Y/Extra	\$425.00			\$425.00	
	YMCA	Daily	Daily	Y/Extra	\$50.00		1-Jan-24	\$75.00	
	<b>Total 450270</b>					<b>\$21,930</b>			<b>\$22,000</b>
10520-450275	<b>Administrative Fees</b>								
	Facility Rental - Event Staff	Per individual staff member	Per Hour	Y/Extra	\$25.00			\$25.00	
	Facility Booking Cancellation Fee > 30 Days	Recovery of Administrative Costs	Per Hour	Y/Extra	\$28.94		1/Apr/24	\$30.00	
	Facility Booking Cancellation Fee < 30 Days	Recovery of Administrative Costs	Per Hour	Y/Extra	\$57.88		1/Apr/24	\$59.00	
	Cancellation Fee - Facility Rental		Per Event	Y	Min. 10%		1-Jan-24	15%	
	Facility Rental - Event Security	Recovery of Security or Parking Control	Per Event	Y	\$50.00		1-Jan-24	\$0.00	
	<b>Total 450275</b>					<b>\$7,500</b>			<b>\$7,750</b>
10520-450455	<b>Millennium</b>								
	Millennium Park Rental - Under 100 Ind.		Per Event	Y	\$ 150.00		1-Jan-24	\$0.00	
	Millennium Park Rental - Over 100 Ind.		Per Event	Y	\$ 225.00		1-Jan-24	\$0.00	
	Millennium Park Rental - Commercial		Per Event	Y	\$ 825.00		1-Jan-24	\$0.00	
	Regional Parks/Pavilions - Up to 100	Up to 7 hours	Hourly	Y/Extra			1-Jan-24	\$17.70	
	Regional Parks/Pavilions - Up to 100	8+ Hours	Hourly	Y/Extra			1-Jan-24	\$15.31	
	Regional Parks/Pavilions - 101 to 250	Up to 7 hours	Hourly	Y/Extra			1-Jan-24	\$25.00	
	Regional Parks/Pavilions - 101 to 250	8+ Hours	Hourly	Y/Extra			1-Jan-24	\$21.24	
	Regional Parks/Pavilions - 250 to 499	Up to 7 hours	Hourly	Y/Extra			1-Jan-24	\$31.24	
	Regional Parks/Pavilions - 250 to 499	8+ Hours	Hourly	Y/Extra			1-Jan-24	\$26.55	
	Regional Parks/Pavilions - 500+	Up to 7 hours	Hourly	Y/Extra			1-Jan-24	\$62.39	
	Regional Parks/Pavilions - 500+	8+ Hours	Hourly	Y/Extra			1-Jan-24	\$53.10	
	Regional Parks/Pavilions - Commercial	Up to 7 hours	Hourly	Y/Extra			1-Jan-24	\$125.66	
	Regional Parks/Pavilions - Commercial	8+ Hours	Hourly	Y/Extra			1-Jan-24	\$106.19	
	<b>Total 450455</b>					<b>\$10,125</b>		<b>\$10,000</b>	<b>\$10,000</b>
10520-450460	<b>Parks &amp; Open Space Fees</b>								
	Del Crary Park Rental - Under 100 Individuals		Per Event	Y	\$ 150.00		1-Jan-24	\$0.00	
	Del Crary Park Rental - Under 300 Individuals		Per Event	Y	\$ 225.00		1-Jan-24	\$0.00	
	Del Crary Park Rental - Under 500 Individuals		Per Event	Y	\$ 300.00		1-Jan-24	\$0.00	
	Del Crary Park Rental - Over 500 Individuals		Per Event	Y	\$ 500.00		1-Jan-24	\$0.00	
	Del Crary Park Rental - Commercial		Per Event	Y	\$ 1,000.00		1-Jan-24	\$0.00	
	Green/Open Space Rental - Under 2 Hrs		Per Event	Y	\$ 25.00		1-Jan-24	\$0.00	
	Green/Open Space Rental - Under 4 Hrs		Per Event	Y	\$ 35.00		1-Jan-24	\$0.00	
	Green/Open Space Rental - Over 4 Hrs		Per Event	Y	\$ 50.00		1-Jan-24	\$0.00	
	Park Rental - Under 50 individuals		Per Event	Y	\$ 70.00		1-Jan-24	\$0.00	
	Park Rental - Under 75 individuals		Per Event	Y	\$ 85.00		1-Jan-24	\$0.00	
	Park Rental - Under 100 individuals		Per Event	Y	\$ 115.00		1-Jan-24	\$0.00	
	Park Rental - Under 200 individuals		Per Event	Y	\$ 145.00		1-Jan-24	\$0.00	
	Park Rental - Over 200 individuals		Per Event	Y	\$ 195.00		1-Jan-24	\$0.00	
	Urban Park Rental - Commercial		Per Event	Y	\$ 925.00		1-Jan-24	\$0.00	
	Regional Parks/Pavilions - Up to 100	Up to 7 hours	Hourly	Y/Extra			1-Jan-24	\$17.70	
	Regional Parks/Pavilions - Up to 100	8+ Hours	Hourly	Y/Extra			1-Jan-24	\$15.31	
	Regional Parks/Pavilions - 101 to 250	Up to 7 hours	Hourly	Y/Extra			1-Jan-24	\$25.00	
	Regional Parks/Pavilions - 101 to 250	8+ Hours	Hourly	Y/Extra			1-Jan-24	\$21.24	

## Part 5

### User Fees and Charges

Department	Community Services
Division	Recreation
Activity	Facilities Booking and Permitting Services

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Regional Parks/Pavilions - 250 to 499	Up to 7 hours	Hourly	Y/Extra			1-Jan-24	\$31.24	
	Regional Parks/Pavilions - 250 to 499	8+ Hours	Hourly	Y/Extra			1-Jan-24	\$26.55	
	Regional Parks/Pavilions - 500+	Up to 7 hours	Hourly	Y/Extra			1-Jan-24	\$62.39	
	Regional Parks/Pavilions - 500+	8+ Hours	Hourly	Y/Extra			1-Jan-24	\$53.10	
	Regional Parks/Pavilions - Commercial	Up to 7 hours	Hourly	Y/Extra			1-Jan-24	\$125.66	
	Regional Parks/Pavilions - Commercial	8+ Hours	Hourly	Y/Extra			1-Jan-24	\$108.19	
	Green Space - Neighbourhood/Community Parks	Up to 7 hours	Hourly	Y/Extra			1-Jan-24	\$15.04	
	Green Space - Neighbourhood/Community Parks	8+ Hours	Hourly	Y/Extra			1-Jan-24	\$12.83	
	Total 450460					\$27,600			\$28,000
10520- 450470	Sport Field and Outdoor Court Fees								
	Sport Facility - Level A	Prime Time Rental	Hourly	Y/Extra	\$35.00			\$35.00	
	Sport Facility - Level A	Non-Prime Time	Hourly	Y/Extra	\$30.00			\$30.00	
	Sport Facility - Level B	Prime Time Rental	Hourly	Y/Extra	\$25.00			\$25.00	
	Sport Facility - Level B	Non-Prime Time	Hourly	Y/Extra	\$20.00			\$20.00	
	Sport Facility - Premier	Prime Time Rental	Hourly	Y/Extra	\$45.00			\$45.00	
	Sport Facility - Premier	Non-Prime Time	Hourly	Y/Extra	\$40.00			\$40.00	
	Sport Court - Outdoor Court	Individual Sport ; <5 Individuals on Court	Hourly	Y/Extra	\$5.00			\$5.00	
	Sport Court - Outdoor Court	Individual Sport ; >5 Individuals on Court	Hourly	Y/Extra	\$19.00			\$19.00	
	Youth / Persons with Disabilities	Subsidized access to sport; applied to above	Hourly	Y/Extra	75% discount		1-Jan-24	75% discount	
	Sport Facility - Artificial Turf (< 10 Rentals)		Hourly	Y/Extra	\$97.50		1-Jan-24	\$97.50	
	Sport Facility - Artificial Turf (> 10 Rentals)		Hourly	Y/Extra	\$72.50		1-Jan-24	\$72.50	
	Total 450470					\$385,935			\$390,000
Total 10520						\$453,090			\$457,750

## Part 5

### User Fees and Charges

Department	Community Services
Division	Recreation
Activity	Peterborough Marina

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10480-450005	Miscellaneous								
	Marina Sewage - Pump out Rate - 1 Tank	Service Recovery for < 20 Gallons	per item	Y/Extra	\$19.89		1-Jan-24	\$20.67	
	Marina Sewage - Pump out Rate - 2 Tanks	Service Recovery for > 20 Gallons	per item	Y/Extra	\$33.29		1-Jan-24	\$34.95	
	Marina Sewage - Pump out Rate Discount-Seasonal Boaters	Service Recovery Discount for Boaters with a Seasonal Contract	per item	Y/Extra	25%			25%	
	Marina Supplies - Clothing	Product Recovery	per item	Y/Extra					
	Marina Supplies - Sundry Items	Product Recovery	per item	Y/Extra					
	Marina Supplies - Ice Blocks	Product Recovery	per item	N	\$4.00			\$4.00	
	Marina Supplies - Ice Cubes	Product Recovery	per item	N	\$4.00			\$4.00	
	Coin operated washer	Recover cost for product	per item	Y/Incl.	\$3.00			\$3.00	
	Coin operated dryer	Recover cost for product	per item	Y/Incl.	\$3.00			\$3.00	
	Total 450005					\$11,000			\$5,000
10480-450008	Fuel								
	Marina Fuel Sales - Diesel	Product Recovery	per litre	Y/Extra	Variable Rate			Variable Rate	
	Marina Fuel Sales - Unleaded	Product Recovery	per litre	Y/Extra	Variable Rate			Variable Rate	
	Total 450008					\$241,880			\$245,000
	Total 450060					\$0			
10480-450085	Dock Fees Daily Rates								
10480-450085	Dock Fee - Daily + 15 amp power	Service Recovery + Power Service	per day / per foot	Y/Extra	\$2.24		1-Jan-24	\$2.28	
10480-450085	Dock Fee - Daily + 30 amp power	Service Recovery + Power Service	per day / per foot	Y/Extra	\$2.24		1-Jan-24	\$2.28	
10480-450085	Dock Fee - Daily + 30 (2) amp power	Service Recovery + Power Service	per day / per foot	Y/Extra	\$2.55		1-Jan-24	\$2.60	
10480-450085	Dock Fee - Daily + 50 amp power	Service Recovery + Power Service	per day / per foot	Y/Extra	\$2.55		1-Jan-24	\$2.60	
10480-450085	Dock Fee - Daily (No Power)	Service Recovery + Power Service	per day / per foot	Y/Extra	\$1.99		1-Jan-24	\$2.03	
10480-450085	Dock Fees Weekly Rates								
10480-450085	Dock Fee - Weekly + 15 amp power	Service Recovery + Power Service	per week / per foot	Y/Extra	\$10.46		1-Jan-24	\$10.67	
10480-450085	Dock Fee - Weekly + 30 amp power	Service Recovery + Power Service	per week / per foot	Y/Extra	\$10.46		1-Jan-24	\$10.67	
10480-450085	Dock Fee - Weekly + 30 (2) amp power	Service Recovery + Power Service	per week / per foot	Y/Extra	\$10.71		1-Jan-24	\$10.92	
10480-450085	Dock Fee - Weekly + 50 amp power	Service Recovery + Power Service	per week / per foot	Y/Extra	\$10.71		1-Jan-24	\$10.92	
10480-450085	Dock Fee - Weekly (No Power)	Service Recovery + Power Service	per week / per foot	Y/Extra	\$10.10		1-Jan-24	\$10.30	
10480-450085	Dock Fees Monthly Rates								
10480-450085	Dock Fee - Monthly + 15 amp power	Service Recovery + Power Service	per month / per foot	Y/Extra	\$24.05		1-Jan-24	\$25.25	
10480-450085	Dock Fee - Monthly + 30 amp power	Service Recovery + Power Service	per month / per foot	Y/Extra	\$24.05		1-Jan-24	\$25.25	
10480-450085	Dock Fee - Monthly + 30 (2) amp power	Service Recovery + Power Service	per month / per foot	Y/Extra	\$25.83		1-Jan-24	\$27.12	
10480-450085	Dock Fee - Monthly + 50 amp power	Service Recovery + Power Service	per month / per foot	Y/Extra	\$25.83		1-Jan-24	\$27.12	
10480-450085	Dock Fee - Monthly (No Power)	Service Recovery + Power Service	per month / per foot	Y/Extra	\$18.95		1-Jan-24	\$19.90	
10480-450085	Dock Fees Seasonal Rates								
10480-450085	Dock Fee - Seasonal + 15 amp power	Service Recovery + Power Service	per season / per foot	Y/Extra	\$55.02		1-Jan-24	\$57.77	
10480-450085	Dock Fee - Seasonal + 30 amp power	Service Recovery + Power Service	per season / per foot	Y/Extra	\$55.02		1-Jan-24	\$57.77	
10480-450085	Dock Fee - Seasonal + 30 (2) amp power	Service Recovery + Power Service	per season / per foot	Y/Extra	\$59.17		1-Jan-24	\$62.13	
10480-450085	Dock Fee - Seasonal + 50 amp power	Service Recovery + Power Service	per season / per foot	Y/Extra	\$59.17		1-Jan-24	\$62.13	
10480-450085	Dock Fee - Seasonal (No Power)	Service Recovery + Power Service	per season / per foot	Y/Extra	\$51.66		1-Jan-24	\$54.24	
10480-450085	Administration Fee								
10480-450085	Cancellation Fee-Partial Permits	Administrative cost recovery	per transaction		Min. 10%		1-Jan-24	Min. 15%	
10480-450085	Cancellation Fee-Seasonal Permits	Administrative cost recovery	per transaction	Y/Extra			1-Jan-24	Min. 15%	
10480-450085	Cruise Boat								
10480-450085	E-Dock Seasonal Parking	Service Recovery	per season	Y/Extra	\$5,482.50			\$5,482.50	
	Total 450085					\$205,000			\$205,000

Part 5  
User Fees and Charges

---

Department	Community Services
Division	Recreation
Activity	Peterborough Marina

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
Total 10480						\$457,880			\$455,000

## Part 5

### User Fees and Charges

Department	Community Services
Division	Recreation
Activity	McDonnell Street Community Centre

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10537-450320	Facility Rentals								
	Rental - Multiuse 1 Room (< 4 Hours)		per hour	Y	\$70.00	\$15,050	1-Jan-24	\$0.00	
	Rental - Multiuse 1 Room (< 8 Hours)		per hour	Y	\$35.00	\$15,750	1-Jan-24	\$0.00	
	Rental - Multiuse 1 Room (> 8 Hours)		per hour	Y	\$25.00	\$10,000	1-Jan-24	\$0.00	
	Meeting Rooms	Hourly	Hourly	Y/Extra			1-Jan-24	\$22.13	
	Meeting Rooms	Day Rate (8+ hours)	Daily	Y/Extra			1-Jan-24	\$132.74	
	Games Room	Hourly	Hourly	Y/Extra			1-Jan-24	\$53.10	
	Games Room	Day Rate (8+ hours)	Daily	Y/Extra			1-Jan-24	\$309.73	
	Approved Recreational Activities	Mon to Thurs	Hourly	Y/Extra			1-Jan-24	\$22.12	
	Banquet Room	Hourly	Hourly	Y/Extra			1-Jan-24	\$70.80	
	Banquet Room	Day Rate (8+ hours)	Daily	Y/Extra			1-Jan-24	\$442.48	
	Kitchen Rental (Mon to Thurs) Half Day	To partially recover the costs of operating industrial	Daily	Y/Extra			1-Jan-24	\$66.37	
	Kitchen Rental (Mon to Thurs) Full Day	To partially recover the costs of operating industrial	Daily	Y/Extra			1-Jan-24	\$132.74	
	Parking Lot Event Rental	Day Rate (8+ hours)	Daily	Y/Extra			1-Jan-24	\$132.74	
	Parking Lot Event Rental	Half Day	Daily	Y/Extra			1-Jan-24	\$66.37	
	Total 450320					\$40,800			\$40,000
10537-450545	Facility Access Fee								
	Facility Access Pass - Individual		Per Visit	Y	\$4.43			\$4.43	
	Facility Access Pass - Group	Group of 5 Individuals	Per Visit	Y	\$13.27			\$13.27	
	Total 450545					\$42,065			\$40,000
Total 10537						\$123,665			\$80,000

## Part 5

### User Fees and Charges

Department	Community Services
Division	Recreation
Activity	Navy Memorial Park

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10536-450220	<b>Administrative Fees</b>								
	Cancellation Fee - Facility Rental	Recovery of Administrative Costs	Per Event	N	Min. 10%		1-Jan-24	Min 15%	
	Facility Rental - Event Security	Recovery of Security or Parking Control	Per Event	Y/Extra	\$50.00		1-Jan-24	\$0.00	
	Facility Rental - Event Staff	Per individual staff member	Per Hour	Y/Extra			1-Jan-24	\$25.00	
	Stat Day Rental	Cost of Staffing	Per Event	N				20% increase of fee	
	Hold/Damage Deposit - Meetings	To recover the costs of potential damage	Per Event	N				\$100.00	
	Hold/Damage Deposit - Events	To recover the costs of potential damage	Per Event	N			1-Jan-24	\$500.00	
	Set Up Fee	To recover the costs of table/chair set up	Per Event	N			1-Jan-24	\$66.37	
	<b>Total 450220</b>					<b>\$2,376</b>			<b>\$2,400</b>
10536-450320	<b>Facility Rentals</b>								
	Rental - Multiuse 1 Room (< 4 Hours)		per hour	Y	\$40.00		1-Jan-24	\$0.00	
	Rental - Multiuse 1 Room (< 8 Hours)		per hour	Y	\$30.00		1-Jan-24	\$0.00	
	Rental - Multiuse 1 Room (> 8 Hours)		per hour	Y	\$15.00		1-Jan-24	\$0.00	
	Rental - Multiuse 2 Rooms (< 4 Hours)		per hour	Y	\$70.00		1-Jan-24	\$0.00	
	Rental - Multiuse 2 Rooms (< 8 Hours)		per hour	Y	\$35.00		1-Jan-24	\$0.00	
	Rental - Multiuse 2 Rooms (> 8 Hours)		per hour	Y	\$25.00		1-Jan-24	\$0.00	
	Storage Area Rental		per week	Y	\$50.00		1-Jan-24	\$0.00	
	Meeting Room - Hourly Rate	To partially recover the costs of Navy Club	Hourly	Y/Extra			1-Jan-24	\$22.12	
	Meeting Room - Daily (8+ hours)	To partially Cover the Costs of Navy Club	Daily	Y/Extra			1-Jan-24	\$132.74	
	Admiralty Hall - Hourly Rate	To partially Cover the Costs of Navy Club	Hourly	Y/Extra			1-Jan-24	\$53.10	
	Admiralty Hall - Daily (8+ hours)	To partially Cover the Costs of Navy Club	Daily	Y/Extra			1-Jan-24	\$318.58	
	<b>Total 450320</b>					<b>\$57,150</b>			<b>\$58,000</b>
<b>Total 10536</b>						<b>\$59,526</b>			<b>\$60,400</b>



## Part 5

### User Fees and Charges

Department	Community Services
Division	Recreation
Activity	Peterborough Sport & Wellness Centre

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10465-450085	<b>Membership Fees</b>								
	Replacement Access Card		Per Item	Y	\$4.43			\$4.43	
	Adult Membership - Young Adult (18-24 yrs)		Per Month	Y	\$38.00			\$38.00	
	Adult Membership - Adult (18 - 54 yrs)		Per Month	Y	\$48.00			\$48.00	
	Adult Membership - Silver (55 - 74 yrs)		Per Month	Y	\$45.00			\$45.00	
	Adult Membership -Gold (75 -84 yrs)		Per Month	Y	\$38.00			\$38.00	
	Adult Membership - Platinum (85+ yrs)		Per Month	Y	\$0.00			\$0.00	
	Family Membership - 1 Adult Family		Per Month	Y	\$75.00			\$75.00	
	Family Membership - 2 Adult Family		Per Month	Y	\$90.00			\$90.00	
	Youth Membership - Infant (0 - 2 yrs)		Per Month	Y	\$0.00			\$0.00	
	Youth Membership - Child (3 - 14 yrs)		Per Month	N	\$23.75			\$23.75	
	Youth Membership - Student (14 - 24 yrs)		Per Month	Y	\$26.75			\$26.75	
	Subsidy Membership - Individual		Per Month	Y	\$27.50			\$27.50	
	Subsidy Membership - Family		Per Month	Y	\$50.00			\$50.00	
	Discount - Group Memberships (5 - 10)	Member discount on above rates						10%	
	Discount - Group Memberships (11 - 19)	Member discount on above rates						15%	
	Discount - Group Memberships (20 plus)	Member discount on above rates						20%	
	<b>Total 450085</b>					\$1,135,000			\$1,135,000
10465-450320	<b>Facility Rentals - Multiuse Rooms</b>								
	Rental - Multiuse Room; 1 Room (< 4 Hours)		Per hour	Y	\$40.00		Jan-1-24	\$0.00	
	Rental - Multiuse Room; 1 Room (< 8 Hours)		Per hour	Y	\$30.00		Jan-1-24	\$0.00	
	Rental - Multiuse Room; 1 Room (> 8 Hours)		Per hour	Y	\$15.00		Jan-1-24	\$0.00	
	Rental - Multiuse Room; 2 Rooms (< 4 hours)		Per hour	Y	\$70.00		Jan-1-24	\$0.00	
	Rental - Multiuse Room; 2 Rooms (< 8 hours)		Per hour	Y	\$35.00		Jan-1-24	\$0.00	
	Rental - Multiuse Room; 2 Rooms (> 8 hours)		Per hour	Y	\$25.00		Jan-1-24	\$0.00	
	Rental - Multiuse Room; 3 Rooms (< 4 hours)		Per hour	Y	\$90.00		Jan-1-24	\$0.00	
	Rental - Multiuse Room; 3 Rooms (< 8 hours)		Per hour	Y	\$45.00		Jan-1-24	\$0.00	
	Rental - Multiuse Room; 3 Rooms (> 8 hours)		Per hour	Y	\$35.00		Jan-1-24	\$0.00	
	MPR 1 Room (max 30)	Up to 7 Hours	Hourly	Y/extra			Jan-1-24	\$39.82	
	MPR 1 Room (max 30)	8+ Hours	Daily	Y/extra			Jan-1-24	\$309.73	
	MPR 2 Rooms (Max 60)	Up to 7 Hours	Hourly	Y/extra			Jan-1-24	\$53.10	
	MPR 2 Rooms (Max 60)	8+ Hours	Daily	Y/extra			Jan-1-24	\$398.23	
	MPR 3 Rooms (max 90)	Up to 7 Hours	Hourly	Y/extra			Jan-1-24	\$86.37	
	MPR 3 Rooms (max 90)	8+ Hours	Daily	Y/extra			Jan-1-24	\$486.73	
	Full Day	Full Day	Daily	Y/extra			Jan-1-24	\$260.87	
	Half day	Full Day	Daily	Y/extra			Jan-1-24	\$130.43	
	<b>Total 450320</b>					\$17,115			\$17,500
10465-450485	<b>Facility Rentals - Gymnasiums</b>								
	Rental - Gymnasium; 1 Gym (< 8 hours)	Up to 7 Hours	Per hour	Y/Extra	\$70.00		Jan-1-24	\$70.80	
	Rental - Gymnasium; 1 Gym (> 8 hours)	8+ Hours	Per hour	Y/Extra	\$50.00		Jan-1-24	\$0.00	
	1 Gymnasium	8+ Hours	Daily	Y/Extra			Jan-1-24	\$424.78	
	Rental - Gymnasium; 2 Gym (< 8 hours)	Up to 7 Hours	Per hour	Y/Extra	\$95.00		Jan-1-24	\$97.35	
	Rental - Gymnasium; 2 Gym (> 8 hours)	8+ Hours	Per hour	Y/Extra	\$75.00		Jan-1-24	\$0.00	
	2 Gymnasiums	8+ Hours	Daily	Y/Extra			Jan-1-24	\$601.77	
	Rental - Gymnasium; 3 Gym (< 8 hours)	Up to 7 Hours	Per hour	Y/Extra	\$135.00		Jan-1-24	\$137.17	
	Rental - Gymnasium; 3 Gym (> 8 hours)	8+ Hours	Per hour	Y/Extra	\$100.00		Jan-1-24	\$0.00	
	3 Gymnasiums	8+ Hours	Daily	Y/Extra			Jan-1-24	\$814.16	
	<b>Total 450485</b>					\$35,000			\$35,000

Part 5  
User Fees and Charges

Department	Community Services
Division	Recreation
Activity	Peterborough Sport & Wellness Centre

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10465-450490	Facility Rentals - Aquatic Centre								
	Extra Lifeguard	Recovery of Additional Lifeguards	Per hour	Y/extra	\$42.50			\$42.50	
	Rental - Therapy Pool + Guard		Per hour	Y/extra	\$92.50		Jan-1-24	\$92.92	
	Rental - Leisure Pool + Guard		Per hour	Y/extra	\$125.00		Jan-1-24	\$123.89	
	Rental - Water Slide + 2 Guards		Per hour	Y/extra	\$192.50		Jan-1-24	\$194.69	
	Total 450490					\$3,300			\$5,000
10465-450545	Facility Access Fees								
	Facility Access Pass - Day Pass; Individual		Per Day	Y/Extra	\$13.27			\$13.27	
	Facility Access Pass - Swim Pass; Individual		Per Visit	Y/Extra	\$4.43			\$4.43	
	Facility Access Pass - Swim Pass; Group	Group of 5 individuals	Per Visit	Y/Extra	\$13.27			\$13.27	
	Facility Access Pass - Gymnasium; Individual		Per Visit	Y/Extra	\$4.43			\$4.43	
	Facility Access Pass - Gymnasium; Group	Group of 5 individuals	Per Visit	Y/Extra	\$13.27			\$13.27	
	Facility Access Pass - Sport Pass; Individual		Per Visit	Y/Extra	\$4.43			\$4.43	
	Facility Access Pass - Sport Pass; Group	Group of 5 individuals	Per Visit	Y/Extra	\$13.27			\$13.27	
	Facility Access Pass - Stop-Play; Individual		Per Visit	N	\$10.00			\$10.00	
	Total 450545					\$129,075			\$132,000
Total 10465						\$1,319,490			\$1,324,500



Part 5  
User Fees and Charges

Department	Community Services
Division	Recreation
Activity	Recreation Program Services Administration

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e.. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10483-450290									
	Withdrawal Fee - Adult Program	Recovery of Administrative Costs	Per Class	Y	Min.10%		1-Jan-24	Min.15%	
	Withdrawal Fee - Child Program	Recovery of Administrative Costs	Per Class	Y	Min.10%		1-Jan-24	Min.15%	
	Total 450040					\$5,400			\$5,500
Total 10483						\$5,400			\$5,500

## Part 5

### User Fees and Charges

Department	Community Services
Division	Recreation
Activity	Recreation Services Administration

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10485-450415	Capital Contributions								
	Collected Capital Contribution - Ice	To partially recover debenture costs of New Arena	Per Hour	Y/ Extra	\$7.30		1-Apr-24	\$7.81	
	Collected Capital Contribution - Floor	To partially recover debenture costs of New Arena	Per Hour	Y/ Extra	\$3.65		1-Apr-24	\$3.91	
	Total 450415					\$81,900			\$88,006
Total 10485						\$81,900			\$88,006

## Part 5

### User Fees and Charges

Department	Community Services
Division	Recreation
Activity	Sports and Fitness Programs

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10510-450500	<u>Recreation Sport Program</u>								
	Public Skating Admissions - Regular	To partially recover operating costs the program	Per Time	Y/Extra	\$4.43				\$4.43
	Public Skating Admissions - Group (max 5)	To partially recover operating costs the program	Per Time	Y/Extra			1-Jan-24		\$13.27
	Public Skating Admissions - 50+	To partially recover operating costs the program	Per Time	Y/Extra	\$3.54				\$3.54
	Pay as you Play Hockey	To partially recover operating costs the program	Per Time	Y/Extra	\$7.08				\$7.08
	Recreation Sport Program	Individual	Per Visit	Y/Extra	\$4.43				\$4.43
	Recreation Sport Program - Group	Group of 5	Per Visit	Y/Extra	\$13.27				\$13.27
	Recreation Sport Program - Multi Pass	Individual; Multipack Purchase	Per 25 Visits	Y/Extra	\$83.75		1-Jan-24		\$85.45
	House League - Recreation Level 1		Per Game	Y/Extra	\$10.50		1-Jan-24		\$11.00
	House League - Recreation Level 2		Per Game	Y/Extra	\$11.25		1-Jan-24		\$11.50
	House League - Recreation Level 3		Per Game	Y/Extra	\$12.50		1-Jan-24		\$12.75
	House League - Recreation Level 4		Per Game	Y/Extra	\$15.50		1-Jan-24		\$15.75
	House League - Recreation Level 5		Per Game	Y/Extra	\$17.75		1-Jan-24		\$18.00
	<u>Instructional Sport Program Fees</u>								
	Lesson Program - Level I		Per Class	Y/Extra	\$14.25		1-Jan-24		\$14.45
	Lesson Program - Level II		Per Class	Y/Extra	\$15.25		1-Jan-24		\$15.45
	Lesson Program - Level III		Per Class	Y/Extra	\$16.25		1-Jan-24		\$16.50
	Lesson Program - Level IV		Per Class	Y/Extra	\$17.25		1-Jan-24		\$18.00
	Lesson Program - Level V		Per Class	Y/Extra	\$19.25		1-Jan-24		\$20.00
	Lesson Program - Introductory Level A		Per Class	Y/Extra	\$9.00		1-Jan-24		\$9.15
	Lesson Program - Introductory Level B		Per Class	Y/Extra	\$12.00		1-Jan-24		\$12.15
	Lesson Program - Introductory Level C		Per Class	Y/Extra	\$12.75		1-Jan-24		\$12.90
	Total 450500					\$189,965			\$145,000
10510-450510	<u>Sport and Fitness Programs</u>								
	Aqua Fitness - Level I		Per Class	Y/Extra	\$5.75		1-Jan-24		\$5.85
	Aqua Fitness - Level I	Member Rate	Per Class	Y/Extra	\$4.31				\$4.31
	Aqua Fitness - Level II		Per Class	Y/Extra	\$6.75		1-Jan-24		\$6.85
	Aqua Fitness - Level II	Member Rate	Per Class	Y/Extra	\$5.08				\$5.08
	Aqua Fitness - Level III		Per Class	Y/Extra	\$7.75		1-Jan-24		\$7.85
	Aqua Fitness - Level III	Member Rate	Per Class	Y/Extra	\$5.81				\$5.81
	Aqua Fitness - Level IV		Per Class	Y/Extra	\$8.75		1-Jan-24		\$8.90
	Aqua Fitness - Level IV	Member Rate	Per Class	Y/Extra	\$6.58				\$6.58
	Total 450510					\$16,801			\$17,500
10510-450540	<u>Sport and Fitness Programs</u>								
	Land Fitness - Level I	Member Rate	Per Class	Y/Extra	\$5.75		1-Jan-24		\$5.85
	Land Fitness - Level I	Non-Member Rate	Per Class	Y/Extra	\$4.31				\$4.31
	Land Fitness - Level II	Member Rate	Per Class	Y/Extra	\$6.25		1-Jan-24		\$6.35
	Land Fitness - Level II	Non-Member Rate	Per Class	Y/Extra	\$4.69				\$4.69
	Land Fitness - Level III	Member Rate	Per Class	Y/Extra	\$6.50		1-Jan-24		\$6.60
	Land Fitness - Level III	Non-Member Rate	Per Class	Y/Extra	\$4.88				\$4.88
	Land Fitness - Level IV	Member Rate	Per Class	Y/Extra	\$7.25		1-Jan-24		\$7.35
	Land Fitness - Level IV	Non-Member Rate	Per Class	Y/Extra	\$5.44				\$5.44
	Land Fitness - Level V	Member Rate	Per Class	Y/Extra	\$8.25		1-Jan-24		\$8.15
	Land Fitness - Level V	Non-Member Rate	Per Class	Y/Extra	\$6.19		1-Jan-24		\$6.00
	Land Fitness - Level VI	Member Rate	Per Class	Y/Extra	\$9.00		1-Jan-24		\$8.90
	Land Fitness - Level VI	Non-Member Rate	Per Class	Y/Extra	\$6.75		1-Jan-24		\$6.58
	Land Fitness - Level VII	Member Rate	Per Class	Y/Extra	\$9.75		1-Jan-24		\$9.90

Part 5  
User Fees and Charges

Department	Community Services
Division	Recreation
Activity	Sports and Fitness Programs

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
	Land Fitness - Level VII	Non-Member Rate	Per Class	Y/Extra	\$7.31			\$7.31	
	Land Fitness - Level VIII	Member Rate	Per Class	Y/Extra	\$10.75		1-Jan-24	\$10.90	
	Land Fitness - Level VIII	Non-Member Rate	Per Class	Y/Extra	\$8.08			\$8.08	
	Land Fitness - Level IX	Member Rate	Per Class	Y/Extra	\$11.25		1-Jan-24	\$11.40	
	Land Fitness - Level IX	Non-Member Rate	Per Class	Y/Extra	\$8.44			\$8.44	
	<b>Total 450540</b>					<b>\$57,636</b>			<b>\$35,000</b>
<b>10510-450520</b>	<b>Sport Camp Fees</b>								
	Instructional / Skill - Level I	4 Hour Program	Per Class	Y/Extra	\$21.75		1-Jan-24	\$22.00	
	Instructional / Skill - Level II		Per Class	Y/Extra	\$23.75		1-Jan-24	\$24.00	
	Instructional / Skill - Level III	4 Hour Program	Per Class	Y/Extra	\$24.50		1-Jan-24	\$24.75	
	Instructional / Skill - Level IV		Per Class	Y/Extra	\$29.75		1-Jan-24	\$30.00	
	Instructional / Skill - Level V		Per Class	Y/Extra	\$31.00		1-Jan-24	\$31.25	
	Instructional / Skill - Level VI		Per Class	Y/Extra	\$37.00		1-Jan-24	\$37.25	
	Instructional / Skill - Level VII		Per Class	Y/Extra	\$38.50		1-Jan-24	\$38.75	
	Instructional / Skill - Level VIII		Per Class	Y/Extra	\$43.00		1-Jan-24	\$43.25	
	Instructional / Skill - Level IX		Per Class	Y/Extra	\$45.75		1-Jan-24	\$46.00	
	Instructional / Skill - Level X		Per Class	Y/Extra	\$48.50		1-Jan-24	\$48.75	
<b>10510-450500</b>	<b>Instructional Sport Program Fees</b>								
	<b>Total 450540</b>					<b>\$0</b>			<b>\$80,000</b>
<b>10510-450550</b>	<b>Personal and Group Training</b>								
	Personal Training - Fit for Life - 90m		Per Session	Y	\$79.25		1-Jan-24	\$79.75	
	Personal Training - Intro to PT - 30m		Per Session	Y	\$37.00		1-Jan-24	\$54.25	
	Personal Training - Intro to PT - 60m		Per Session	Y	\$53.25		1-Jan-24	\$37.75	
	Personal Training - 6	6 - 30 minute sessions	Per Package	Y	\$197.50		1-Jan-24	\$201.45	
	Personal Training - 12	12 - 30 minute sessions	Per Package	Y	\$365.00		1-Jan-24	\$321.30	
	Personal Training - 18	18 - 30 minute sessions	Per Package	Y	\$502.50		1-Jan-24	\$423.30	
	Personal Training - 24	24 - 30 minute sessions	Per Package	Y	\$624.00		1-Jan-24	\$525.30	
	Personal Training - 36	36 - 30 minute sessions	Per Package	Y	\$885.00		1-Jan-24	\$688.50	
	Team Training Package (10 participants)	1 - 60 minute session	Per Package	Y	\$120.00		1-Jan-24	\$122.50	
	Team Training Package - Additional Person		Per Person	Y	\$15.25		1-Jan-24	\$15.50	
	<b>Total 450550</b>					<b>\$56,158</b>			<b>\$56,000</b>
<b>Total 10510</b>						<b>\$320,560</b>			<b>\$333,500</b>

Part 5  
User Fees and Charges

Department	Community Services
Division	Fire Services
Activity	Fees for Service

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10020-450320	Room Rental								
	Room Rental (Classroom Station 1)	Cost recovery for Services	1/2 Day	Y	\$75.00	\$375	1-Feb-24	\$0	\$0
	Room Rental (Classroom Station 1)	Cost recovery for Services	Full Day	Y	\$150.00	\$150	1-Feb-24	\$0	\$0
	Room Rental (Classroom Station 3)	Cost recovery for Services	1/2 Day	Y	\$87.00	\$261	1-Feb-24	\$89	\$261
	Room Rental (Classroom Station 3)	Cost recovery for Services	Full Day	Y	\$173.00	\$519	1-Feb-24	\$177	\$519
	Total 450320					\$1,305		\$276	\$880
11020-450325	Inspections								
	Fire File Search	Cost recovery for Services	each	Y	\$48.00	\$3,360	1-Feb-24	\$49	\$3,499
	General Inspections and 9.8 OFC/Training	Cost recovery for Services	each	Y	\$112.00	\$2,128	1-Feb-24	\$115	\$2,229
	9.5 OFC Inspections/Vulnerable Occupancy Large	Cost recovery for Services	each	Y	\$223.00	\$6,467	1-Feb-24	\$228	\$6,744
	9.6 OFC Inspections	Cost recovery for Services	each	Y	\$325.00	\$325	1-Feb-24	\$332	\$332
	Day Care, Foster Parent and Group Home, VO Small	Cost recovery for Services	each	Y	\$112.00	\$3,472	1-Feb-24	\$115	\$3,636
	AGCO Licenses Inspections	Cost recovery for Services	each	Y	\$150.00	\$2,850	1-Feb-24	\$153	\$2,965
	Follow-up Inspection	Cost recovery for Services	each	Y	\$284.00	\$3,124	1-Feb-24	\$290	\$3,253
	Total 450325					\$21,726		\$1,282	\$22,658
10020-450330	SCBA Services								
	SCBA Services/Respiratory Protection	Cost recovery for Services	each	Y	\$11.25	\$9,968	1-Feb-24	\$12	\$11,089
	Total 450330				\$11.25	\$9,968		\$12	\$11,089
11020-450645	Training								
	Response/Standby/Training/Investigation/ Demolition	Cost recovery for Services	various	Y	\$550.00	\$12,100	1-Feb-24	\$561	\$12,342
	Total 450645				\$550.00	\$12,100			\$12,342
Total						\$45,099			\$46,969

## Part 5

### User Fees and Charges

Department	Community Services
Division	Library Services
Activity	Library

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
60005-440220	Recoveries								
	InterLibrary Loan	Fail to pick up item charge	per title	N	\$7.00				
	Research Request fees	Cost recovery for staff time taken to process research requests for individuals + Xerox copying fees	per request	Y	\$40.00				
	Earbuds	Cost recovery (\$3.00 including HST)	per pair	Y	\$2.65				
	Library branded Bags	cost recovery (\$3.50 including HST)	per bag	Y	\$3.10				
	Total 450220					\$250			\$500
60005-450055	Xerox Fees								
	black and white copying	Cost recovery (includes HST)	per page	Y	\$0.15				
	colour copying	Cost recovery (includes HST)	per page	Y	\$0.50				
	Total 450055					\$5,000			\$5,000
60005-450085	Memberships-Out of Town								
	3 month	Recover cost of service to non-taxpayers	per house	N	\$25.00				
	6 month	Recover cost of service to non-taxpayers	per house	N	\$35.00				
	9 month	Recover cost of service to non-taxpayers	per house	N	\$45.00				
	12 month	Recover cost of service to non-taxpayers	per house	N	\$55.00				
	24 month	Recover cost of service to non-taxpayers	per house	N	\$110.00				
	Senior Rate (aged 65+) - 12 months	Recover cost of service to non-taxpayers	per house	N	\$35.00				
	Senior Rate (aged 65+) - 24 months	Recover cost of service to non-taxpayers	per house	N	\$70.00				
	Institutional/Business - 12 months	Recover cost of service to non-taxpayers	per business	N	\$100.00				
	Senior's Institutional/Business - 12 months	Recover cost of service to non-taxpayers	per business	N	\$50.00				
	Total 450085					\$7,000			\$7,000
60005-450140	Fines								
	InterLibrary Loan, Daisy-Reader Kit	Fines for overdue materials - maximum=\$15.00	per day	N	\$1.00				
	Total 450140					\$0			\$0
60005-450230	Program revenue								
	Cost recovery	Supplies Cost Recovery (includes HST). Varies per program	per program or per person	Y	\$1.00-\$50.00				
	Total 450230					\$0			\$0
60005-450320	Room Rental - Main Branch								
	Seminar Room	Cost Recovery - Admin charges	per hour	Y	\$20.00		1-Jan-24	\$25.00	
	Seminar Room	Cost Recovery - Admin charges	per half day (4 hrs)	Y	\$50.00		1-Jan-24	\$55.00	
	Seminar Room	Cost Recovery - Admin charges	per full day (8 hrs)	Y	\$90.00		1-Jan-24	\$95.00	
	Seminar Room	Cost Recovery - Admin charges	per additional hour	Y	\$20.00		1-Jan-24	\$25.00	
	Seminar Room - Cleaning Fee	Cost Recovery - Admin charges	per booking	Y	\$20.00				
	Board Room	Cost Recovery - Admin charges	per hour	Y	\$25.00		1-Jan-24	\$30.00	
	Board Room	Cost Recovery - Admin charges	per half day (4 hrs)	Y	\$70.00		1-Jan-24	\$75.00	
	Board Room	Cost Recovery - Admin charges	per full day (8 hrs)	Y	\$135.00		1-Jan-24	\$140.00	
	Board Room	Cost Recovery - Admin charges	per additional hour	Y	\$25.00		1-Jan-24	\$30.00	
	Board Room - Cleaning Fee	Cost Recovery - Admin charges	per booking	Y	\$20.00				
	Multipurpose Room	Cost Recovery - Admin charges	per hour	Y	\$30.00		1-Jan-24	\$35.00	
	Multipurpose Room	Cost Recovery - Admin charges	per half day (4 hrs)	Y	\$85.00		1-Jan-24	\$90.00	
	Multipurpose Room	Cost Recovery - Admin charges	per full day (8 hrs)	Y	\$160.00		1-Jan-24	\$165.00	
	Multipurpose Room	Cost Recovery - Admin charges	per additional hour	Y	\$30.00		1-Jan-24	\$35.00	
	Multipurpose Room - Cleaning Fee	Cost Recovery - Admin charges	per booking	Y	\$20.00				
	Multipurpose Room - Room set up Fee	Cost Recovery - Admin charges	per booking	Y	\$50.00				



## Part 5

### User Fees and Charges

Department	Community Services
Division	Library Services
Activity	Library

Friends of the Library Community Room	Cost Recovery - Admin charges	per hour	Y	\$45.00		1-Jan-24	\$50.00
Friends of the Library Community Room	Cost Recovery - Admin charges	per half day (4 hrs)	Y	\$135.00		1-Jan-24	\$140.00
Friends of the Library Community Room	Cost Recovery - Admin charges	per full day (8 hrs)	Y	\$260.00		1-Jan-24	\$265.00
Friends of the Library Community Room	Cost Recovery - Admin charges	per additional hour	Y	\$45.00		1-Jan-24	\$50.00
FOL Community Room - Cleaning Fee	Cost Recovery - Admin charges	per booking	Y	\$20.00			
FOL Community Room - Setup Fee	Cost Recovery - Admin charges	per booking	Y	\$50.00			
<b>Total 450320</b>					<b>\$20,000</b>		<b>\$25,000</b>

<b>60005-450595</b>	<b>Lost Items**</b>						
Processing Fee	Admin cost to process replacements, added to most items	per title	N	\$5.00			
7 Day Loan (DVDs & Quickbooks)	Average replacement cost	per title	N	\$22.00			
14 Day Loan (TV Sets)	Average replacement cost	per title	N	\$65.00			
7 Day Loan (New and Popular DVDs)	Average replacement cost	per title	N	\$50.00			
Music CD	Average replacement cost	per title	N	\$15.00			
Books on CD & MP3 CD	Average replacement cost	per title	N	\$45.00			
InterLibrary Loan - Lost item charge	Average replacement cost	per title	N	\$36.00			
Periodical / Magazine & Board books	Average replacement cost	per title	N	\$7.00			
Playaway	Average replacement cost	per title	N	\$86.00			
Paperback book (Children's) & Book Club Book	Average replacement cost - no processing fee	per title	N	\$10.00			
Kits (Book & CD)	Average replacement cost	per title	N	\$15.00			
Fiction books	Average replacement cost	per title	N	\$22.00			
Nonfiction & Large Print	Average replacement cost	per title	N	\$32.00			
Easy Readers and Picture books	Average replacement cost	per title	N	\$13.00			
Wattreader (Wattmeter)	Average replacement cost (\$6.50 including HST)	per title	Y	\$50.00			
USB Cable	Average replacement cost - no processing fee (\$5 cost recovery including HST)	per item	Y	\$4.42			
Daisy-reader Kit	Average replacement cost	per kit	N	\$500.00			
Daisy Mask	Average replacement cost - no processing fee	per item	N	\$20.00			
Daisy Adapter	Average replacement cost - no processing fee	per item	N	\$45.00			
Daisy USB Cable	Average replacement cost - no processing fee	per item	N	\$10.00			
Curious Cases	Average replacement cost	per kit	N	\$150.00			
Carbon Dioxide Monitors	Average replacement cost	per item	N	\$355.00			
Disc Golf discs	Average replacement cost	per kit	N	\$25.00			
Park Passes	Average replacement cost	per item	N	\$225.00			
Multimedia Cases (DVD, MP3, Playaway, Book and CD Kit, Playaway door)	Average replacement cost - no processing fee	per title	N	\$4.00			
Great Courses Case	Average replacement cost	per item	N	\$11.00			
Book Club Bag	Average replacement cost - no processing fee (\$20 cost recovery including HST)	per item	Y	\$17.70			
Visiting Library Service Bag	Average replacement cost - no processing fee (\$8 cost recovery including HST)	per item	Y	\$5.31			
Damage/Repair Fee - board book, easy reader, children's paperback	Average repair cost - no processing fee	per item	N	\$8.00			
Damage/Repair Fee - children's and YA books	Average repair cost - no processing fee	per title	N	\$11.00			
Damage/Repair Fee - adult books	Average repair cost - no processing fee	per title	N	\$15.00			
CD and Book Kit (Book Only)	Average repair cost - no processing fee	per title	N	\$8.00			
CD, DVD, MP3 Disc (each)	Average repair cost - no processing fee	per title	N	\$20.00			
Launch Pads	Average replacement cost	Per item	N			1-Jan-24	\$250.00
Readalongs	Average replacement cost	Per item	N			1-Jan-24	\$76.00
Radon Meters	Average replacement cost	Per item	Y			1-Jan-24	\$180.00
Kit Backpack / Bag	Average replacement cost	Per item	Y			1-Jan-24	\$25.00
Birdwatching set - Single	Average replacement cost	Per item	Y			1-Jan-24	\$245.00
Birdwatching set - Family	Average replacement cost	Per item	Y			1-Jan-24	\$330.00
Binoculars -adult	Average replacement cost	Per item	Y			1-Jan-24	\$160.00
Binoculars - child	Average replacement cost	Per item	Y			1-Jan-24	\$40.00
Binoculars lens cap	Average replacement cost	Per item	Y			1-Jan-24	\$25.00
Soft case	Average replacement cost	Per item	Y			1-Jan-24	\$50.00
Binocular Strap	Average replacement cost	Per item	Y			1-Jan-24	\$15.00

Part 5  
User Fees and Charges

---

Department	Community Services
Division	Library Services
Activity	Library

		***Where there is an actual cost for the item in the cataloguing record, we charge the actual purchase cost plus the \$5.00 processing fee							
	Total 450595					\$5,000			\$5,000
60005-450600	Lost Cards								
	Lost Cards	Cost Recovery	per card	N	\$3.50		1-Jan-24	\$4.00	
	Total 450600					\$800			\$800
	Total					\$38,050			\$43,300



## Part 5

### User Fees and Charges

Department	Community Services
Division	Social Services
Activity	Children's Services - Directly Operated Child Care Programs

G/L Account Number	User Fee Name and Description	Rationale for Fee (i.e., Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc.)	Unit Basis (Time/Participation Etc.)	HST	Current Rate	2023 Total Budgeted Rev from Fee	Date of change in 2024 if applicable	Proposed Rate for 2024 Budget	2024 Total Budgeted Rev. from Fee
C1	C2	C3	C4	C6	C5	C7	C8	C9	C10
10565/10570/10575 - 450190	Parental Fees - total all programs								
10565/10570/10575 - 450190		To offset costs associated with running the Municipal Child Care programs		N		\$970,136			\$1,111,841
	<b>Fee Schedule</b>								
		Rates for children aged 0-5	Tod - FD	N	22.87		Sept 1 2024	12.10	
		reduced by 75% of the	Pre - FD	N	21.64		Sept 1 2024	12.00	
		March 22, 2022 rates, but							
		no lower than \$12							
	<b>Sporadic</b>								
			Tod - FD	N	22.87		Sept 1 2024	12.10	
			Pre - FD	N	21.64		Sept 1 2024	12.00	
			Tod/Pre-PD	N	15.33		Sept 1 2024	12.00	
			Kindergarten						
			CWELCC Eligible AM	N	12.00			12.00	
			Kindergarten						
			CWELCC Eligible PM	N	12.00			12.00	
		Fees for children 6 years and older to increase by 2%.	Kindergarten						
			CWELCC Non-Eligible AM	N	12.50		Jan 1 2024	12.75	
			Kindergarten						
			CWELCC Non-Eligible PM	N	15.80		Jan 1 2024	16.15	
			SA-AM	N	11.40		Jan 1 2024	11.65	
			SA-PM	N	14.60		Jan 1 2024	14.90	
	<b>Total</b>		SA - B&A	N	26.00		Jan 1 2024	26.55	