

**Draft**



# **2021 Operating Budget Details and User Fees and Charges**

**(Budget Book 2 of 3)**

**November 2020**



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# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Summary of Gross Revenue &amp; Expenditures</b>					
Tax Levy and Other Revenue	153,991,309	159,719,815	158,015,016	2.6%	4,023,707
Direct Revenue	133,558,760	128,326,798	134,225,597	0.5%	666,836
	<b>287,550,069</b>	<b>288,046,613</b>	<b>292,240,613</b>	<b>1.6%</b>	<b>4,690,543</b>
<b>Gross Expenditures</b>					
City Council	677,167	677,572	689,437	1.8%	12,270
Chief Administrative Officer	19,702,333	19,622,941	20,074,759	1.9%	372,426
Corporate and Legislative Services	12,176,303	12,170,678	12,536,504	3.0%	360,201
Infrastructure and Planning Services	77,484,285	80,330,083	80,664,670	4.1%	3,180,385
Community Services	105,034,281	103,660,586	104,749,692	-0.3%	-284,589
Financial Services - Other Financial	34,786,482	33,725,289	35,438,888	1.9%	652,406
Transfers to Organizations For Provision of Services	37,687,217	37,859,464	38,086,661	1.1%	-399,444
	<b>287,548,069</b>	<b>288,046,612</b>	<b>292,240,613</b>	<b>1.6%</b>	<b>-4,692,544</b>
<b>Surplus (Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>		

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Summary of Net Revenue &amp; Expenditures</b>					
Tax	137,577,006	137,577,006	141,777,232	3.1%	4,200,226
Other	16,414,303	22,142,809	16,237,784	-1.1%	-176,519
	<b>153,991,309</b>	<b>159,719,815</b>	<b>158,015,016</b>	<b>2.6%</b>	<b>4,023,707</b>
<b>Net Expenditures</b>					
City Council	677,167	677,572	689,437	1.8%	12,270
Chief Administrative Officer	18,582,852	18,507,047	18,790,955	1.1%	208,103
Corporate and Legislative Services	8,594,745	8,974,875	9,377,237	9.1%	782,493
Infrastructure and Planning Services	35,491,854	40,318,938	36,970,010	4.2%	1,478,157
Community Services	21,792,873	23,188,511	21,913,937	0.6%	121,064
Financial Services - Other Financial	31,326,482	30,355,289	32,610,888	4.1%	1,284,406
Transfers to Organizations For Provision of Services	37,525,336	37,697,583	37,662,551	0.4%	137,215
	<b>153,991,309</b>	<b>159,719,815</b>	<b>158,015,016</b>	<b>2.6%</b>	<b>4,023,707</b>
<b>Surplus (Deficit)</b>	<b>0</b>	<b>0</b>	<b>0</b>		

# City of Peterborough

## 2021 Operating Budget

Description	2020 Approved	2021 Recommended	Variances 2020 - 2021	
			Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b><u>Tax Levy</u></b>				
<b><u>Residential</u></b>				
Residential	95,506,447	98,380,787	3.0%	2,874,340
Multiresidential	14,676,235	15,085,503	2.8%	409,268
New Multi-residential	1,131,635	1,209,812	6.9%	78,177
	<b>111,314,317</b>	<b>114,676,102</b>	<b>3.0%</b>	<b>3,361,785</b>
<b><u>Commercial Industrial &amp; Business</u></b>				
<b><u>Commercial</u></b>				
Commercial Class	17,723,320	17,773,135	0.3%	49,815
Commercial Class New Construction	5,350,234	5,833,292	9.0%	483,058
Commercial Class Vacant Units	214,031	308,514	44.1%	94,483
Commercial Class Vacant Units New Construction	34,328	50,888	48.2%	16,560
Commercial Class, Vacant Land	173,451	310,128	78.8%	136,677
Commercial Class, Vacant Land New Construction	0	0	0.0%	0
	<b>23,495,364</b>	<b>24,275,957</b>	<b>3.3%</b>	<b>780,593</b>
<b><u>Industrial</u></b>				
Industrial Class	2,105,827	2,031,939	-3.5%	-73,888
Industrial Class New Construction	230,801	254,183	10.1%	23,382
Industrial Tax Vacant Units	44,977	64,920	44.3%	19,943
Industrial Tax Vacant Units New Construction	2,113	3,220	52.4%	1,107
Industrial Class, Vacant Land	75,053	150,203	100.1%	75,150
Industrial Class, Vacant Land New Construction	0	0	0.0%	0
	<b>2,458,771</b>	<b>2,504,465</b>	<b>1.9%</b>	<b>45,694</b>
<b><u>Other</u></b>				
Pipeline	283,814	296,448	4.5%	12,634
Farm Property	24,124	23,622	-2.1%	-502
Farm Land Awaiting Development	0	0	0.0%	0
Managed Forest	616	638	3.6%	22
	308,554	320,708	6.00%	12,154
<b>Total Levied By Tax Rate</b>	<b>137,577,006</b>	<b>141,777,232</b>	<b>3.1%</b>	<b>4,200,226</b>

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Corporate Revenues Summary</b>					
<b>Corporate Revenue</b>					
Mun Levy - Rail Right-of-Way	5,800	5,800	6,300	8.6%	500
Exempt Garbage Levy	196,453	196,453	223,455	13.7%	27,002
Municipal Supplementary Taxes	950,000	950,000	950,000	0.0%	0
Penalties and int on taxes	725,000	725,000	700,000	-3.4%	-25,000
Interest Earned	2,500,000	2,500,000	1,800,000	-28.0%	-700,000
	4,377,253	4,377,253	3,679,755	-15.9%	-697,498
<b>Payment in Lieu of Taxes</b>					
Payments in Lieu - General	3,558,050	3,558,050	4,039,029	13.5%	480,979
	3,558,050	3,558,050	4,039,029	13.5%	480,979
<b>Other Corporate Revenue</b>					
Provincial grant	0	6,278,506	0	0.0%	0
PDI Investment Income	0		1,500,000	0.0%	1,500,000
COPHI Dividends	5,908,000	5,908,000	5,208,000	-11.8%	-700,000
Casino Revenue	2,300,000	1,750,000	1,640,000	-28.7%	-660,000
Unclassified revenue	1,000	1,000	1,000	0.0%	0
US Bank Revenue	170,000	170,000	170,000	0.0%	0
Surplus	100,000	100,000	0	-100.0%	-100,000
	8,479,000	14,207,506	8,519,000	0.5%	40,000
	<b>16,414,303</b>	<b>22,142,809</b>	<b>16,237,784</b>	<b>-1.1%</b>	<b>-176,519</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>City Council Expenditures</b>					
Mayor's Office and Council	677,167	677,572	689,437	1.8%	12,270
<b>Net Requirements</b>	677,167	677,572	689,437	1.8%	12,270

## 2021 Operating Budget

Form 1

**Department:** City Council

**Activity Name:** Council

**Division:** N/A

**Budget Account #:** 10005, 10010

### Statement of Purpose:

City Council is the governance body of the municipal corporation and fulfills the responsibilities established for Council in the Municipal Act, 2001, and any other relevant legislation.

### Highlights:

The 2021 City Council budget includes remuneration for the Mayor and Members of Council and a staff position.

It also includes the City's annual corporate membership fees for organizations such as the Association of Municipalities of Ontario and the Federation of Canadian Municipalities.

### Performance Data:

The Council consists of a Mayor and ten Councillors. The meeting process for conducting Council, General Committee, and Finance Committee meetings is established by Council in its procedural by-law.

The wards are as follows:

Ward 1 - Otonabee

Ward 2 - Monaghan

Ward 3 - Town

Ward 4 - Ashburnham

Ward 5 - Northcrest

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>City Council</b>					
<b>Expenditures</b>					
Personnel	565,205	565,204	575,914	1.9%	10,709
Contractual	43,958	43,958	43,958	0.0%	0
Materials, Supplies	12,841	13,247	13,247	3.2%	406
New Equipment	5,202	5,202	5,202	0.0%	0
Travelling, Training	53,391	53,391	53,391	0.0%	0
Contributions to Reserves	0		1,290	0.0%	1,290
Recoveries	-3,430	-3,430	-3,565	3.9%	-135
	<b>677,167</b>	<b>677,572</b>	<b>689,437</b>	<b>1.8%</b>	<b>12,270</b>
<b>NET REQUIREMENT</b>	<b>677,167</b>	<b>677,572</b>	<b>689,437</b>	<b>1.8%</b>	<b>12,270</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Chief Administrative Officer</b>					
<b>Expenditures</b>					
Office of Chief Administrative Officer	533,001	525,905	533,762	0.1%	762
Communication Services	938,096	935,996	953,404	1.6%	15,308
Fire Services	17,735,669	17,707,775	18,085,978	2.0%	350,309
Emergency Management	495,567	453,265	501,615	1.2%	6,048
	<b>19,702,333</b>	<b>19,622,941</b>	<b>20,074,759</b>	<b>1.9%</b>	<b>372,426</b>
<b>Revenues</b>					
Communication Services	196,587	193,000	321,500	63.5%	124,913
Fire Services	892,294	892,294	931,704	4.4%	39,410
Emergency Management	30,600	30,600	30,600	0.0%	0
	<b>1,119,481</b>	<b>1,115,894</b>	<b>1,283,804</b>	<b>14.7%</b>	<b>164,323</b>
<b>Net Requirements</b>					
Office of Chief Administrative Officer	533,001	525,905	533,762	0.1%	762
Communication Services	741,509	742,996	631,904	-14.8%	-109,605
Fire Services	16,843,375	16,815,481	17,154,274	1.8%	310,899
Emergency Management	464,967	422,665	471,015	1.3%	6,048
	<b>18,582,852</b>	<b>18,507,047</b>	<b>18,790,955</b>	<b>1.1%</b>	<b>208,103</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Office of Chief Administrative Officer</b>					
<b>Expenditures</b>					
Office of Chief Administrative Officer	533,001	525,905	533,762	0.1%	762
<b>Net Requirements</b>	533,001	525,905	533,762	0.1%	762

**Department:** Chief Administrative Office

**Activity Name:** Administration

**Division:** N/A

**Budget Account #:** 10015

### Statement of Purpose:

The position of Chief Administrative Officer (CAO), according to Section 229 of the Municipal Act, 2001, is responsible for exercising general control and management of the affairs of the municipality for the purpose of ensuring the efficient and effective operation of the municipality.

The City of Peterborough Council adopted By-law 18-112 that provides further direction to the CAO as permitted by the Municipal Act, 2001.

### Highlights:

The Office of the CAO provides leadership and oversight to each of the City's Departments on key projects and on daily activities as required.

The CAO's Office is also responsible for the direct oversight of Fire Services, Emergency Management, Corporate Policy coordination and Communication Services.

The CAO is involved in many staff committees for major projects such as:

- OHL/Entertainment Facility
- Arena complex
- Asset Management Steering Committee
- SAP Implementation Steering Committee
- Urban Park

The position is also a member of many boards involving outside organizations such as:

- Cleantech Commons Management Committee

- Peterborough Kawartha Economic Development Board
- Downtown Action Committee
- Trent Liaison Committee
- Fleming Liaison Committee
- Eastern Ontario Leadership Council

### Performance Data:

The CAO leads the Emergency Control Group (ECG) in times of local, provincial or national emergencies. Such was the case in 2020 with the COVID-19 pandemic. Not an event but more of a marathon, the ECG met daily for a period of time, the Mayor declared a State of Emergency for the City of Peterborough, meetings week to weekly but several working groups were established as the City worked through shutting down and then trying to open back up in the summer of 2020. While some other business also carried on, some work program items were delayed as staff tried to prioritize their time.



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Office of Chief Administrative Officer</b>					
<b>Expenditures</b>					
Personnel	512,473	512,472	521,367	1.7%	8,895
Contractual	2,263	2,263	1,900	-16.0%	-363
Materials, Supplies	5,500	4,000	4,000	-27.3%	-1,500
Travelling, Training	30,295	24,700	24,200	-20.1%	-6,095
Recoveries	-17,530	-17,530	-17,705	1.0%	-175
	<b>533,001</b>	<b>525,905</b>	<b>533,762</b>	<b>0.1%</b>	<b>762</b>
<b>NET REQUIREMENT</b>	<b>533,001</b>	<b>525,905</b>	<b>533,762</b>	<b>0.1%</b>	<b>762</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Communication Services</b>					
<b>Expenditures</b>					
Communication Services	394,550	394,888	403,447	2.3%	8,897
Corporate Sponsorship	295,626	294,607	299,441	1.3%	3,815
Accessibility	247,921	246,501	250,516	1.0%	2,595
	<b>938,096</b>	<b>935,996</b>	<b>953,404</b>	<b>1.6%</b>	<b>15,308</b>
<b>Revenues</b>					
Corporate Sponsorship	196,587	193,000	321,500	63.5%	124,913
	<b>196,587</b>	<b>193,000</b>	<b>321,500</b>	<b>63.5%</b>	<b>124,913</b>
<b>Net Requirements</b>					
Communication Services	394,550	394,888	403,447	2.3%	8,897
Corporate Sponsorship	99,039	101,607	-22,059	-122.3%	-121,098
Accessibility	247,921	246,501	250,516	1.0%	2,595
	<b>741,509</b>	<b>742,996</b>	<b>631,904</b>	<b>-14.8%</b>	<b>-109,605</b>

## 2021 Operating Budget

Form 1

**Department:** Chief Administrative Office

**Activity Name:**

**Division:** Communication Services

**Budget Account #:** 10035, 10040, 10045

### Statement of Purpose:

Communication Services supports and coordinates communication activities, corporate customer service initiatives, accessibility compliance and the City's corporate sponsorship program.

### Highlights:

City Council approved a new Communication Policy in 2020. The creation of a Community Engagement Charter with a corresponding Community Engagement Policy is planned for 2020/21. The ongoing implementation of the City branding generally calls for replacing assets through their normal replacement schedule for a gradual implementation of the brand; some assets with longer life cycles, such as signage and branding on vehicles, could proceed ahead of the typical schedule.

Accessible document compliance, training and implementation is expected to be a focus for accessibility in 2021, building on the roll out of Office 365 and other software tools. Accessibility staff are a resource for staff throughout the corporation and support the Accessibility Advisory Committee.

Customer service initiatives in 2021 are expected to include supporting customer service training as well as taking advantage of the benefits associated with PTS's implementation of a new corporate telephone system with features that provide opportunities to enhance customer service.

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. Revenues in 2020 were affected by the COVID-19 emergency. For

2021, planning is for "return to normal", however actual revenues from corporate sponsorship will be heavily dependent on the economic situation that will influence market demand and values for corporate sponsorship opportunities. In 2020/21, corporate sponsorship is working with the Recreation Division and Public Works to launch new sponsorship opportunities associated with outdoor sports fields and ball diamonds that will expand the City's inventory of sponsorship assets.

### Performance Data/Work Program:

Communication Statistics	2018	2019	2020 (Forecast)
Website Visits - Users	465,114	545,000	550,000
Website Visits - Sessions	1,109,907	1,330,000	1,350,000
Website Access Device - Desktop	46	31	32
Website Access Device - Mobile	46	63	63
Website Access Device - Tablet	8	6	5
Twitter - Impressions	1,794,000	2,172,000	2,500,000
Twitter - Total Followers	10,000	11,200	12,200
Media Releases	191	150	200

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Communication Services</b>					
<b>Expenditures</b>					
Personnel	852,483	853,831	866,863	1.7%	14,380
Contractual	16,276	17,065	17,065	4.8%	789
Materials, Supplies	30,450	30,450	30,484	0.1%	34
Fees	1,987	2,000	2,000	0.7%	13
New Equipment	1,500	1,500	1,515	1.0%	15
Travelling, Training	10,400	6,150	10,477	0.7%	77
Contributions to Reserves	25,000	25,000	25,000	0.0%	0
	<b>938,096</b>	<b>935,996</b>	<b>953,404</b>	<b>1.6%</b>	<b>15,308</b>
<b>Revenues</b>					
Fees, Service Charges, Donations	196,587	193,000	321,500	63.5%	124,913
	<b>196,587</b>	<b>193,000</b>	<b>321,500</b>	<b>63.5%</b>	<b>124,913</b>
<b>NET REQUIREMENT</b>	<b>741,509</b>	<b>742,996</b>	<b>631,904</b>	<b>-14.8%</b>	<b>-109,605</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Fire Services</b>					
<b>Expenditures</b>					
Fire Administration and Suppression	17,085,669	17,057,775	17,435,978	2.1%	350,309
Fire Hydrants	650,000	650,000	650,000	0.0%	0
	<b>17,735,669</b>	<b>17,707,775</b>	<b>18,085,978</b>	<b>2.0%</b>	<b>350,309</b>
<b>Revenues</b>					
Fire Administration and Suppression	892,294	892,294	931,704	4.4%	39,410
	<b>892,294</b>	<b>892,294</b>	<b>931,704</b>	<b>4.4%</b>	<b>39,410</b>
<b>Net Requirements</b>					
Fire Administration and Suppression	16,193,375	16,165,481	16,504,274	1.9%	310,899
Fire Hydrants	650,000	650,000	650,000	0.0%	0
	<b>16,843,375</b>	<b>16,815,481</b>	<b>17,154,274</b>	<b>1.8%</b>	<b>310,899</b>

# 2021 Operating Budget

Form 1

**Department:** Chief Administrative Office

**Division:** Fire Services

**Activity Name:** Fire Services, Suppression, Inspection,  
Hydrants  
**Budget Account #:** 10020, 10030

## Statement of Purpose:

To provide fire protection services including suppression, public fire and life safety education, training, communications, fire prevention, Fire Code inspections and fire cause determination/investigations.

## Highlights:

Peterborough Fire Services (PFS) 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.

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 Administrative Assistant, CUPE L126, and 98 in Suppression and Support Services, PPFFA L169. In 2021, PFS will continue to focus on succession planning as several staff members are eligible or scheduled to retire.

PFS provides fire and emergency dispatch/communication services to all eight neighbouring municipalities within Peterborough County and all seven Fire Departments within Northumberland County. Any increased costs are offset by the associated revenues.

The approval of Report CAOFS19-002 in September 2019 established a Technician Level Hazmat Program which is operated by Fire Services. All related training and equipment costs will be funded by the Province.

## Performance Data/Work Program:

Response Statistics	2018	2019	2020 (Forecast)
Fire/Explosion	393	390	410
Rescue	45	74	50
Motor Vehicle Collisions	447	430	450
False Alarms/Malicious	34	35	40
Alarm-No Fire	809	647	805
Public Hazard	286	181	250
Medical Call	2,662	3,009	2,962
Public Service	464	395	500
Assist Other Agencies	105	309	150
Miscellaneous	415	394	350
Total	5,560	5,864	5,967
Fire Loss	\$2,092,530	\$3,940,614	\$3,550,000
Dispatch Calls for County of Peterborough	4,220	4,258	4,300
Dispatch Calls for County of Northumberland	4,299	3,912	4,200



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Fire Services</b>					
<b>Expenditures</b>					
Personnel	14,955,622	15,055,387	15,299,623	2.3%	344,000
Contractual	803,529	805,529	801,542	-0.2%	-1,987
Materials, Supplies	252,550	202,550	257,315	1.9%	4,765
Repairs, Maintenance	255,559	255,559	260,343	1.9%	4,784
Fees	118,795	118,795	137,727	15.9%	18,931
Inter-departmental Charges	532,484	532,825	510,043	-4.2%	-22,440
New Equipment	42,700	42,700	43,450	1.8%	750
Travelling, Training	80,830	80,830	82,335	1.9%	1,505
Contributions to Reserves	693,600	613,600	693,600	0.0%	0
	<b>17,735,669</b>	<b>17,707,775</b>	<b>18,085,978</b>	<b>2.0%</b>	<b>350,309</b>
<b>Revenues</b>					
Ontario grants	150,000	150,000	150,000	0.0%	0
County and Other Municipal grants & fees	27,000	27,000	27,700	2.6%	700
Fees, Service Charges, Donations	715,294	715,294	754,004	5.4%	38,710
	<b>892,294</b>	<b>892,294</b>	<b>931,704</b>	<b>4.4%</b>	<b>39,410</b>
<b>NET REQUIREMENT</b>	<b>16,843,375</b>	<b>16,815,481</b>	<b>17,154,274</b>	<b>1.8%</b>	<b>310,899</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Emergency and Risk Management</b>					
<b>Expenditures</b>					
Emergency and Risk Management	495,567	453,265	501,615	1.2%	6,048
	<b>495,567</b>	<b>453,265</b>	<b>501,615</b>	<b>1.2%</b>	<b>6,048</b>
<b>Revenues</b>					
Emergency and Risk Management	30,600	30,600	30,600	0.0%	0
	<b>30,600</b>	<b>30,600</b>	<b>30,600</b>	<b>0.0%</b>	<b>0</b>
<b>Net Requirements</b>					
Emergency and Risk Management	464,967	422,665	471,015	1.3%	6,048
	<b>464,967</b>	<b>422,665</b>	<b>471,015</b>	<b>1.3%</b>	<b>6,048</b>

**Department:** Chief Administrative Office

**Activity Name:** Emergency, Insurance and Risk Management

**Division:** Emergency and Risk Management

**Budget Account #:** 10025

### Statement of Purpose:

The Emergency and Risk Management Division is committed to providing leadership and guidance to address natural, health and human caused emergencies that can disrupt normal operations and channels of communication, and may stretch available resources for emergency response and recovery operations. This includes preparation and planning to safeguard the health, safety, and welfare of citizens, the protection of property and the environment, and the provision of effective and timely incident response and recovery.

The Division oversees corporate risk management services, insurance procurement and claims handling. Staff provide advice and guidance to all departments regarding risk mitigation and insurance for operating activities and capital projects.

The Division also oversees Business Continuity and Labour Disruption Contingency Planning to ensure the provision of key services during a business disruption or a strike/lockout involving one of the City's collective bargaining units.

### Highlights:

The City's Emergency Management approach involves incident management roles and responsibilities, and coordination with internal departments and external agencies. The program includes hazard/risk identification; emergency plans; crisis communications; training and exercises; and public education.

Risk management services include program / project risk assessments; contract, lease, tender and RFP review; risk transfer advice; and training. The insurance portfolio is reviewed annually to

ensure competitive pricing and appropriate coverage for all City operations and assets. The Division oversees the Facility User Insurance Program. Staff work with Legal Services, external legal counsel, and third party insurance adjusters to administer and resolve claims made against all departments, and to protect the financial interests of the City.

### Performance Data:

In 2020, the City declared an emergency due to the COVID-19 pandemic. Many municipal services and programs were suspended for a period of time and the City had to adapt business practices to adhere to health and safety and physical distancing requirements for staff and the public. Many initiatives were established in partnership with community agencies and other levels of government to help the region recover from the impacts of the ongoing pandemic.

The 2021 insurance premiums are estimated to increase by approximately 20% over 2020. This increase is primarily a result of hardened worldwide market conditions due to the number of catastrophic natural disasters in the past several years. Insurance costs and allocations are reflected in the Finance Division Cost Centre 10190.

The Division received 522 incident reports between January 1 - September 29, 2020, of which 72 resulted in claims against the City. By comparison, there were a total of 648 incident reports and 114 claims during the same time period in 2019. In total, there were 861 incidents and 125 claims in 2019, compared to 572 and 85 respectively in 2018. All claims are investigated for gross negligence and legal liability, and are handled in accordance with best practices and case law.

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Emergency and Risk Management</b>					
<b>Expenditures</b>					
Personnel	380,435	372,465	385,615	1.4%	5,180
Contractual	35,832	27,500	37,200	3.8%	1,368
Materials, Supplies	50,500	39,000	50,000	-1.0%	-500
Repairs, Maintenance	4,800	2,000	4,800	0.0%	0
Travelling, Training	24,000	12,300	24,000	0.0%	0
	<b>495,567</b>	<b>453,265</b>	<b>501,615</b>	<b>1.2%</b>	<b>6,048</b>
<b>Revenues</b>					
County and Other Municipal grants & fees	30,600	30,600	30,600	0.0%	0
	<b>30,600</b>	<b>30,600</b>	<b>30,600</b>	<b>0.0%</b>	<b>0</b>
<b>NET REQUIREMENT</b>	<b>464,967</b>	<b>422,665</b>	<b>471,015</b>	<b>1.3%</b>	<b>6,048</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Corporate and Legislative Services</b>					
<b>Expenditures</b>					
City Clerk	1,114,264	1,096,174	1,229,027	10.3%	114,762
Financial Services	2,248,465	2,380,640	2,291,841	1.9%	43,376
Facilities Management	1,888,048	1,811,888	1,972,582	4.5%	84,534
Facilities and Planning Initiatives	142,584	140,734	142,964	0.3%	381
Human Resources	1,135,191	1,141,394	1,159,242	2.1%	24,051
Information Technology	3,641,017	3,610,731	3,622,715	-0.5%	-18,303
Legal Services	2,006,735	1,989,117	2,118,134	5.6%	111,399
	<b>12,176,303</b>	<b>12,170,678</b>	<b>12,536,504</b>	<b>3.0%</b>	<b>360,201</b>
<b>Revenues</b>					
City Clerk	387,073	268,298	502,707	29.9%	115,634
Financial Services	267,305	352,701	252,380	-5.6%	-14,926
Facilities Management	743,994	723,474	774,463	4.1%	30,469
Information Technology	355,529	231,158	262,682	-26.1%	-92,847
Legal Services	1,827,657	1,620,172	1,791,145	-2.0%	-36,512
	<b>3,581,558</b>	<b>3,195,803</b>	<b>3,583,377</b>	<b>0.1%</b>	<b>1,819</b>
<b>Net Requirements</b>					
City Clerk	727,191	827,876	726,319	-0.1%	-872
Financial Services	1,981,160	2,027,939	2,039,461	2.9%	58,302
Facilities Management	1,144,053	1,088,414	1,198,118	4.7%	54,065
Facilities and Planning Initiatives	142,584	140,734	142,964	0.3%	381
Human Resources	1,135,191	1,141,394	1,159,242	2.1%	24,051
Information Technology	3,285,488	3,379,573	3,360,033	2.3%	74,544
Legal Services	179,078	368,945	326,989	82.6%	147,911
	<b>8,594,745</b>	<b>8,974,875</b>	<b>8,953,127</b>	<b>4.2%</b>	<b>358,383</b>





# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Office of the City Clerk</b>					
<b>Expenditures</b>					
City Clerk - Administration	1,114,264	1,096,174	1,099,088	-1.4%	-15,176
Election Expenses			129,938	0.0%	129,938
	<b>1,114,264</b>	<b>1,096,174</b>	<b>1,229,027</b>	<b>10.3%</b>	<b>114,762</b>
<b>Revenues</b>					
City Clerk - Administration	387,073	268,298	372,769	-3.7%	-14,304
Election Expenses			129,938	0.0%	129,938
	<b>387,073</b>	<b>268,298</b>	<b>502,707</b>	<b>29.9%</b>	<b>115,634</b>
<b>Net Requirements</b>					
City Clerk - Administration	727,191	827,876	726,319	-0.1%	-872
	<b>727,191</b>	<b>827,876</b>	<b>726,319</b>	<b>-0.1%</b>	<b>-872</b>

# 2021 Operating Budget

Form 1

**Department:** Corporate and Legislative Services

**Activity Name:** Administration, Election

**Division:** Clerk's Office

**Budget Account #:** 101-10290, 10295

## Statement of Purpose:

This activity reflects expenditures and revenues to support the Clerk's Office 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.

## Highlights:

Municipal election expenses are funded from the Election Reserve. The contribution to the Reserve is \$130,000 (2020 was \$130,000) although the next municipal election taking place in 2022 preparations will begin in 2021. Work continues to evolve in the Records Management Program in the area of electronic records and Data Governance.

## Performance Data/Work Program:

Service Statistics	2018	2019	2020 (Forecast)
Number of Council and Committee Meetings	106	100	76
General Licenses Issued	560	568	500
Group Home Licenses	27	27	27
Lottery Licenses Issued	144	131	60
Marriage Licenses Issued	527	500	295
Deaths	1,192	1,200	1,200
By-laws Processed	119	125	110
Commissioning Documents	875	400	300
Road Closure Applications	36	32	15
Freedom of Information Requests	105	125	105
Marriage Ceremonies	68	60	30

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Office of the City Clerk</b>					
<b>Expenditures</b>					
Personnel	859,953	862,063	959,510	11.6%	99,556
Contractual	26,161	24,161	30,200	15.4%	4,039
Materials, Supplies	114,500	101,500	117,000	2.2%	2,500
Fees	6,900	4,700	6,900	0.0%	0
New Equipment	0	0	5,000	0.0%	5,000
Rentals	0	0	2,500	0.0%	2,500
Travelling, Training	10,000	7,000	11,500	15.0%	1,500
Contributions to Reserves	130,000	130,000	130,000	0.0%	0
Recoveries	-33,250	-33,250	-33,583	1.0%	-333
	<b>1,114,264</b>	<b>1,096,174</b>	<b>1,229,027</b>	<b>10.3%</b>	<b>114,762</b>
<b>Revenues</b>					
Fees, Service Charges, Donations	35,450	19,175	37,940	7.0%	2,490
Licenses & Permits	301,580	199,080	312,850	3.7%	11,270
Contribution from Reserve	0	0	129,938	0.0%	129,938
Contributions From Capital Fund	50,043	50,043	21,979	-56.1%	-28,064
	<b>387,073</b>	<b>268,298</b>	<b>502,707</b>	<b>29.9%</b>	<b>115,634</b>
<b>NET REQUIREMENT</b>	<b>727,191</b>	<b>827,876</b>	<b>726,319</b>	<b>-0.1%</b>	<b>-872</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Financial Services</b>					
<b>Expenditures</b>					
Financial Services	2,248,465	2,380,640	2,291,841	1.9%	43,376
	<b>2,248,465</b>	<b>2,380,640</b>	<b>2,291,841</b>	<b>1.9%</b>	<b>43,376</b>
<b>Revenues</b>					
Financial Services	267,305	352,701	252,380	-5.6%	-14,926
	<b>267,305</b>	<b>352,701</b>	<b>252,380</b>	<b>-5.6%</b>	<b>-14,926</b>
<b>Net Requirements</b>					
Financial Services	1,981,160	2,027,939	2,039,461	2.9%	58,302
	<b>1,981,160</b>	<b>2,027,939</b>	<b>2,039,461</b>	<b>2.9%</b>	<b>58,302</b>

# 2021 Operating Budget

Form 1

**Department:** Corporate and Legislative Services

**Activity Name:** Financial Services

**Division:** Commissioner/Financial Services

**Budget Account #:** 10050/10165/10170

## Statement of Purpose:

To fulfill the statutory duties of the Treasurer; provide financial advice to Council and other departments; provide accounting, payroll, purchasing, accounts payable, accounts receivable and collections services to all departments; and administer the property taxation revenue function and operating and capital budget.

## Highlights:

This activity includes the office of the Commissioner of Corporate and Legislative Services and Financial Services.

## Performance Data/Work Program:

<b>Financial Services Statistics</b>	<b>2018</b>	<b>2019</b>	<b>2020 (Forecast)</b>
Number of Investments	49	38	40
Tenders/Quotes/Proposals	91	76	85
Parking Ticket Payments	20,002	22,071	17,500
Payroll Cheques Issued	49,235	56,663	55,000
Payroll T4s Issued	1,694	1,693	1,500
Purchasing Card Transactions	29,228	28,622	28,000
Value of Purchasing Card Transactions	10,147,740	11,680,028	11,500,000
Accounts Payable Cheques Issued CDN	3,138	2,141	2,000
Accounts Payable Cheques Issued US	46	16	25
Accounts Payable Direct Deposits	5,828	5,711	6,000
Items in Inventory/Stores	2,743	2,400	2,450
Stores Orders Processed	365	370	365
Number of Properties	27,873	27,950	28,260

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Financial Services</b>					
<b>Expenditures</b>					
Personnel	2,379,925	2,510,583	2,412,426	1.4%	32,501
Contractual	61,897	62,397	64,745	4.6%	2,848
Materials, Supplies	60,700	59,300	59,550	-1.9%	-1,150
Repairs, Maintenance	1,000	1,000	1,000	0.0%	0
Fees	4,100	4,500	5,000	22.0%	900
New Equipment	3,700	5,200	5,200	40.5%	1,500
Travelling, Training	37,043	37,560	46,850	26.5%	9,807
Recoveries	-299,900	-299,900	-302,930	1.0%	-3,030
	<b>2,248,465</b>	<b>2,380,640</b>	<b>2,291,841</b>	<b>1.9%</b>	<b>43,376</b>
<b>Revenues</b>					
Fees, Service Charges, Donations	267,305	228,330	252,380	-5.6%	-14,926
Contributions From Capital Fund	0	124,371	0	0.0%	0
	<b>267,305</b>	<b>352,701</b>	<b>252,380</b>	<b>-5.6%</b>	<b>-14,926</b>
<b>NET REQUIREMENT</b>	<b>1,981,160</b>	<b>2,027,939</b>	<b>2,039,461</b>	<b>2.9%</b>	<b>58,302</b>





# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Facilities Management</b>					
<b>Expenditures</b>					
Millennium Park Boathouse	10,000	10,000	10,200	2.0%	200
City, Police and Community Services Properties	1,431,463	1,430,698	1,455,380	1.7%	23,917
Rental Properties	294,434	278,303	314,121	6.7%	19,687
Queen Alex	92,887	92,887	94,745	2.0%	1,858
Urban Park	59,264		98,135	65.6%	38,871
	<b>1,888,048</b>	<b>1,811,888</b>	<b>1,972,582</b>	<b>4.5%</b>	<b>84,534</b>
<b>Revenues</b>					
Millennium Park Boathouse	10,000	10,000	10,200	2.0%	200
City, Police and Community Services Properties	68,666	58,666	69,600	1.4%	934
Rental Properties	572,441	561,921	599,918	4.8%	27,477
Queen Alex	92,887	92,887	94,745	2.0%	1,858
	<b>743,994</b>	<b>723,474</b>	<b>774,463</b>	<b>4.1%</b>	<b>30,469</b>
<b>Net Requirements</b>					
City, Police and Community Services Properties	1,362,796	1,372,032	1,385,780	1.7%	22,984
Rental Properties	-278,007	-283,618	-285,797	2.8%	-7,790
Urban Park	59,264		98,135	65.6%	38,871
	<b>1,144,053</b>	<b>1,088,414</b>	<b>1,198,118</b>	<b>4.7%</b>	<b>54,065</b>

**Department:** Corporate and Legislative Services

**Activity Name:** Buildings and Property

**Division:** Facilities Management

**Budget Account #:** 10070/10075/10080/10085/10090/10095/10100/10105/10110/10115

### Statement of Purpose:

To provide day-to-day maintenance and preventative maintenance of all City facilities, and manage capital renovation and rehabilitation projects.

### Highlights:

In the last several years, the responsibilities of the Facilities Management Division have grown. The Division has assumed:

- The Louis Street Urban Park is expected to open in mid 2021, the park maintenance budget will be managed by the Facilities Management Division in cooperation with Public Works and the Arenas Division
- Project management of major facility capital renovations projects for all City facilities;
- The role of property management for City facilities in terms of maintaining the facility, day-to-day maintenance, preventative maintenance, troubleshooting, coordinating small 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.

The growth has provided support and cost savings to all City departments. Facilities Management staff understand the technical

aspects of the buildings and can coordinate global tenders for services such as snow clearing, cleaning, and maintenance of common building elements such as elevators and fire suppression equipment.

### Performance Data:

Properties managed by the Facilities Management Division:

- Commercial Properties: 13 - Louis Street Urban Park, Millennium Park Boathouse, City Hall, 249 Simcoe Street, Police Station, Provincial Court House, 210 Wolfe Street, Market Hall, Queen Alexandra Community Centre, Harveys, Marina Restaurant, Canteen of Kawartha and 610 Parkhill Road West
- Residential Houses leased and managed: 22
- Farm Land rented and managed: 5
- A transfer of any surpluses realized from rental properties, Millennium Park Boathouse, Market Hall and Queen Alexandra Community Centre, to the Property Maintenance Reserve allows for future projects at these facilities to be funded from this reserve eliminating the need for additional funding sources.

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Facilities Management</b>					
<b>Expenditures</b>					
Personnel	396,654	369,930	402,618	1.5%	5,964
Contractual	1,064,547	1,036,784	1,109,735	4.2%	45,188
Materials, Supplies	13,950	16,750	18,000	29.0%	4,050
Repairs, Maintenance	480,938	470,438	495,905	3.1%	14,967
Fees	73,196	78,284	84,692	15.7%	11,496
Inter-departmental Charges	2,545	2,284	2,469	-3.0%	-76
New Equipment	5,000	5,000	5,000	0.0%	0
Travelling, Training	7,500	8,000	8,000	6.7%	500
Contributions to Reserves	224,514	214,742	253,436	12.9%	28,922
Transfer to Capital Fund	51,799	42,271	50,000	-3.5%	-1,799
Recoveries	-432,595	-432,595	-457,274	5.7%	-24,679
	<b>1,888,048</b>	<b>1,811,888</b>	<b>1,972,582</b>	<b>4.5%</b>	<b>84,534</b>
<b>Revenues</b>					
Fees, Service Charges, Donations	743,994	723,474	774,463	4.1%	30,469
	<b>743,994</b>	<b>723,474</b>	<b>774,463</b>	<b>4.1%</b>	<b>30,469</b>
<b>NET REQUIREMENT</b>	<b>1,144,053</b>	<b>1,088,414</b>	<b>1,198,118</b>	<b>4.7%</b>	<b>54,065</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Facilities and Planning Initiatives</b>					
<b>Expenditures</b>					
Facilities and Planning Initiatives	142,584	140,734	142,964	0.3%	381
	<b>142,584</b>	<b>140,734</b>	<b>142,964</b>	<b>0.3%</b>	<b>381</b>
<b>Net Requirements</b>					
Facilities and Planning Initiatives	142,584	140,734	142,964	0.3%	381
	<b>142,584</b>	<b>140,734</b>	<b>142,964</b>	<b>0.3%</b>	<b>381</b>

## 2021 Operating Budget

Form 1

**Department:** Corporate and Legislative Services

**Activity Name:** Facilities and Planning Initiatives

**Division:** Facilities and Planning Initiatives

**Budget Account #:** 10060

### Statement of Purpose:

To provide project development and implementation to various departments within the City to support larger capital/planning projects as required.

### Highlights:

In 2021, the priorities for capital initiatives include project management for:

- The New arena complex - Phase 2 tendering and Phase 3 construction start
- Construction completion of the Brock Street Mission Men's Shelter
- Design development of Fire Station #2
- Development and construction of a new Water Play Splash Pad at Turner Park

### Performance Data:

Functions fulfilled by this activity in 2020 included project management of:

1. Construction completion of a new Athletic Field Facility in partnership with Peterborough Victoria Northumberland and Clarington Catholic District School Board;
2. Construction completion of the Beavermead Campground Washroom;
3. Continued construction of the Brock Street Mission Men's Shelter;
4. Design development for site location change of the New Arena Complex Project;

5. Implementation of location review for Fire Station #2.

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Facilities and Planning Initiatives</b>					
<b>Expenditures</b>					
Personnel	137,986	137,986	139,864	1.4%	1,879
Contractual	298	298	300	0.7%	2
Materials, Supplies	100	100	100	0.0%	0
Travelling, Training	4,200	2,350	2,700	-35.7%	-1,500
	<b>142,584</b>	<b>140,734</b>	<b>142,964</b>	<b>0.3%</b>	<b>381</b>
<b>NET REQUIREMENT</b>	<b>142,584</b>	<b>140,734</b>	<b>142,964</b>	<b>0.3%</b>	<b>381</b>





# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Human Resources</b>					
<b>Expenditures</b>					
Human Resources	1,135,191	1,141,394	1,159,242	2.1%	24,051
	<b>1,135,191</b>	<b>1,141,394</b>	<b>1,159,242</b>	<b>2.1%</b>	<b>24,051</b>
<b>Net Requirements</b>					
Human Resources	1,135,191	1,141,394	1,159,242	2.1%	24,051
	<b>1,135,191</b>	<b>1,141,394</b>	<b>1,159,242</b>	<b>2.1%</b>	<b>24,051</b>

**Department:** Corporate and Legislative Services

**Activity Name:** Administration

**Division:** Human Resources

**Budget Account #:** 10275, 10285

### Statement of Purpose:

The Human Resources (HR) Division provides various human resources programs and services to the Corporation.

### Highlights:

The 2021 requested level of funding maintains the 2020 level of service for corporate human resources expenses. This includes Recruitment and Selection services, Group Health Benefits & OMERS administration, Health & Safety advisory services, Disability Management, Labour Relations, Service Recognition programs and professional training & development.

A portion of Human Resources (HR) expenses is charged out to other departments whose operating costs can be partially recovered from other funding sources such as Social Services subsidies and Building Permit fees.

Staff in the Human Resources Division lead the Recruitment & Selection process to ensure we attract and retain the most qualified candidates for each position. The Division administers Group Health Benefits and OMERS, and effectively minimize absences and support an early and safe return to work through our Return to Work/Employment Accommodation procedure and Attendance Awareness Program to effectively minimize costs associated with Sick Leave, Long Term Disability and WSIB claims. The 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.

In 2021 the HR Division looks forward to continuously improving our current programs and services, with a focus on strengthening our corporate training & development program.

### Performance Data:

The City has experienced a slight decrease in the number of recruitment/selection activities in 2020, largely due to fewer retirements when compared to 2019. Although our regular recruitment took place for seasonal hires, fewer seasonal employees were brought on board as a result of COVID-19.

The following chart illustrates HR's recruitment activities.

It is not expected this downward trend will continue into 2021, particularly knowing that we have many employees approaching retirement in the next 5-10 years and seasonal hiring is anticipated to return to previous levels.

Recruitment/Selection Activities	2018	2019	2020 (Forecast)
Permanent Postings	77	107	95
Temporary Postings	110	108	95
Permanent Positions Filled	102	130	95
Temporary Positions Filled	218	207	95

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Human Resources</b>					
<b>Expenditures</b>					
Personnel	1,085,110	1,085,110	1,116,954	2.9%	31,844
Contractual	35,792	36,995	35,792	0.0%	0
Materials, Supplies	80,960	80,960	80,960	0.0%	0
Fees	95,000	100,000	96,000	1.1%	1,000
New Equipment	4,080	4,080	4,080	0.0%	0
Travelling, Training	114,080	114,080	114,120	0.0%	40
Recoveries	-279,831	-279,831	-288,664	3.2%	-8,833
	<b>1,135,191</b>	<b>1,141,394</b>	<b>1,159,242</b>	<b>2.1%</b>	<b>24,051</b>
<b>NET REQUIREMENT</b>	<b>1,135,191</b>	<b>1,141,394</b>	<b>1,159,242</b>	<b>2.1%</b>	<b>24,051</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Information Technology</b>					
<b>Expenditures</b>					
Information Technology	3,641,017	3,610,731	3,622,715	-0.5%	-18,303
	<b>3,641,017</b>	<b>3,610,731</b>	<b>3,622,715</b>	<b>-0.5%</b>	<b>-18,303</b>
<b>Revenues</b>					
Information Technology	355,529	231,158	262,682	-26.1%	-92,847
	<b>355,529</b>	<b>231,158</b>	<b>262,682</b>	<b>-26.1%</b>	<b>-92,847</b>
<b>Net Requirements</b>					
Information Technology	3,285,488	3,379,573	3,360,033	2.3%	74,544
	<b>3,285,488</b>	<b>3,379,573</b>	<b>3,360,033</b>	<b>2.3%</b>	<b>74,544</b>

## 2021 Operating Budget

Form 1

**Department:** Corporate and Legislative Services**Activity Name:** Corporate Information Services**Division:** Information Technology**Budget Account #:** 10055

### Statement of Purpose:

To provide market competitive, technology-based products and services in a secure environment that contributes to improving services, and/or reducing costs, for the Corporation of the City of Peterborough.

### Highlights:

The contractual line in the budget represents the City's share of Peterborough Technology Services (PTS) operating expenditures. This includes corporate applications, servers, and technical staff that are shared by the City and Peterborough Utilities Services. Examples include servers that host the financial management system and other key applications, and technical staff that are shared by both organizations. City specific corporate applications include the Fire Dispatch System, Building and Permit System, Tax System, and Recreation System.

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 has been a shift in recent years that has resulted in software companies offering their applications as 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. Examples include, SAP, the new Enterprise Resource Planning system, AudienceView (the Memorial Centre ticketing system) Perfect Mind and Office 365. This is one of the main factors contributing to an increase in the IT operating budget.

Information Technology (IT) costs are charged to City Departments if an activity either receives a fee for the service they provide (i.e.

the Building Division receiving fees for building permits), or if there is funding provided by an external organization that is related to the cost of providing services (i.e. Social Services receives funding from the Province).

### Performance Data:

IT Security continues to be an area of focus as security threats become more advanced and sophisticated. Additional investment is required for security, advanced monitoring, and detection tools.

Support Statistics	2018	2019	2020 (Forecast)
Remote Offices in Wide Area Network	27	27	27
Networked Computers Supported	963	977	977
Application/File Servers	111	111	148
Systems and Applications Supported	94	94	94

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Information Technology</b>					
<b>Expenditures</b>					
Personnel	124,371	124,006	126,065	1.4%	1,693
Contractual	1,687,084	1,672,413	1,873,024	11.0%	185,940
Materials, Supplies	257,050	242,000	187,200	-27.2%	-69,850
Repairs, Maintenance	4,200	4,000	4,000	-4.8%	-200
Inter-departmental Charges	2,972,084	2,972,084	3,094,707	4.1%	122,623
New Equipment	6,000	6,000	6,000	0.0%	0
Transfer to Capital Fund	58,650	58,650	21,000	-64.2%	-37,650
Recoveries	-1,468,422	-1,468,422	-1,689,281	15.0%	-220,859
	<b>3,641,017</b>	<b>3,610,731</b>	<b>3,622,715</b>	<b>-0.5%</b>	<b>-18,303</b>
<b>Revenues</b>					
Fees, Service Charges, Donations	117,408	117,408	124,557	6.1%	7,149
Transfers from Own funds	63,750	63,750	62,060	-2.7%	-1,690
Contribution from Reserve	50,000	50,000	0	-100.0%	-50,000
Contributions From Capital Fund	124,371	0	76,065	-38.8%	-48,306
	<b>355,529</b>	<b>231,158</b>	<b>262,682</b>	<b>-26.1%</b>	<b>-92,847</b>
<b>NET REQUIREMENT</b>	<b>3,285,488</b>	<b>3,379,573</b>	<b>3,360,033</b>	<b>2.3%</b>	<b>74,544</b>





# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Legal Services</b>					
<b>Expenditures</b>					
Office of the Solicitor	609,916	640,976	635,711	4.2%	25,795
Provincial Offences Act Office	1,396,819	1,348,141	1,482,423	6.1%	85,604
	<b>2,006,735</b>	<b>1,989,117</b>	<b>2,118,134</b>	<b>5.6%</b>	<b>111,399</b>
<b>Revenues</b>					
Provincial Offences Act Office	1,827,657	1,620,172	1,791,145	-2.0%	-36,512
	<b>1,827,657</b>	<b>1,620,172</b>	<b>1,791,145</b>	<b>-2.0%</b>	<b>-36,512</b>
<b>Net Requirements</b>					
Office of the Solicitor	609,916	640,976	635,711	4.2%	25,795
Provincial Offences Act Office	-430,838	-272,031	-308,722	28.3%	122,116
	<b>179,078</b>	<b>368,945</b>	<b>326,989</b>	<b>82.6%</b>	<b>147,911</b>

2021 - Note: The \$1,791,145 Budgeted Revenues for POA is comprised of Gross Budgeted POA Revenues (\$2,170,000) less the County's share of POA Net Revenues (378,855)

## 2021 Operating Budget

Form 1

**Department:** Corporate and Legislative Services

**Activity Name:** Office of the City Solicitor

**Division:** Office of the City Solicitor

**Budget Account #:** 10300

### Statement of Purpose:

The Office of the City Solicitor (OCS) 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. The OCS also oversees the management of the Provincial Offences Office.

### Highlights:

The OCS manages a varied caseload, dealing with a broad range of legal issues faced by a single-tier municipality and relating to provincial and federal jurisdiction. The OCS's caseload is determined by the needs and projects of Council and City Departments. For 2021, OCS will be involved with numerous land acquisitions relating to road widening and other capital projects, various housing programs and Airport matters.

OCS staff participate in a number of inter-departmental committees such as the Risk Management Committee. As such they work closely with the Insurance and Risk Management Coordinator involving litigation and insurance coverage for contractual and other risk management documents.

From time to time, certain matters requiring extensive resources or specialized expertise (such areas of law as labour negotiations, environmental issues, and certain litigation) are outsourced.

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Office of the City Solicitor</b>					
<b>Expenditures</b>					
Personnel	680,927	714,287	692,656	1.7%	11,729
Contractual	2,699	2,699	2,753	2.0%	54
Materials, Supplies	16,600	16,600	16,932	2.0%	332
Fees	17,500	17,500	17,500	0.0%	0
New Equipment	2,500	2,500	2,500	0.0%	0
Travelling, Training	31,090	28,790	31,120	0.1%	30
Recoveries	-141,400	-141,400	-127,750	-9.7%	13,650
	<b>609,916</b>	<b>640,976</b>	<b>635,711</b>	<b>4.2%</b>	<b>25,795</b>
<b>Revenues</b>					
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>
<b>NET REQUIREMENT</b>	<b>609,916</b>	<b>640,976</b>	<b>635,711</b>	<b>4.2%</b>	<b>25,795</b>

Department: Corporate and Legislative Services

Activity Name: Provincial Offences Office

Division: Provincial Offences Office

Budget Account #: 10310

**Statement of Purpose:**

The Provincial Offences Act (POA) Office is responsible for administration, courtroom support and municipal prosecution of the Provincial Offences Act (the Act) 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.

**Highlights:**

The number of charges issued is the primary driver of the POA Court system, however, the Court has no influence on the number of charges filed by enforcement agencies. 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.

MTO/Service Ontario now collects defaulted fines that have suspended a driver's licence as well as plate denials for defaulted parking tickets. This change means in a proportional decrease in daily payments coming directly to POA offices but shows up as revenue sent to us monthly by the Province.

Since January 2020, Peterborough Police Services has significantly decreased the number of 72 hour tickets issued and voided at the police station. This change has caused an increase in the number of tickets being filed with the Court.

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. The County's share for 2021 is 55.1%; the City's

share is 44.9%.

**Performance Data:**

Defaulted Fines - Definition: Any fine where the defendant has failed to pay the amount imposed upon conviction by the due date. A fine is considered defaulted when it remains unpaid 15 days past the due date.

Once in default, the City will start collection activity that may include Final Notices, orders to suspend driver's licenses and plate denials, addition of defaulted fines to tax rolls and legal proceedings.

\*\*\* Active collection of fines was suspended by Order of the Chief Justice of Ontario effective March 16, 2020, causing a 60% decrease in defaulted revenues for the months the Order was in effect.

Defaulted Fines	2018	2019	2020 Forecast
Collected	\$1,110,029	\$1,267,363	\$980,000

Charges Filed	2018	2019	2020 (Forecast)
Federal Part 1 & Part 3	155	162	100
Part 1 Tickets	17,089	14,425	10,000
Parking	5,594	6,889	4,500
Part 3 Informations	1,419	1,340	1,200
Totals	24,257	22,816	15,800

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>POA Office</b>					
<b>Expenditures</b>					
Personnel	857,868	855,740	874,343	1.9%	16,474
Contractual	279,109	281,049	284,912	2.1%	5,803
Materials, Supplies	23,225	25,225	23,025	-0.9%	-200
Repairs, Maintenance	500	500	500	0.0%	0
Fees	113,258	116,258	127,586	12.7%	14,328
Inter-departmental Charges	67,608	22,069	68,107	0.7%	499
New Equipment	1,000	1,000	1,000	0.0%	0
Rentals	35,100	35,100	34,000	-3.1%	-1,100
Travelling, Training	19,150	11,200	18,950	-1.0%	-200
Transfer to Capital Fund	0		50,000	0.0%	50,000
County Share	522,343	333,828	378,855	-27.5%	-143,488
	<b>1,919,162</b>	<b>1,681,969</b>	<b>1,861,278</b>	<b>-3.0%</b>	<b>-57,884</b>
<b>Revenues</b>					
Fines	2,350,000	1,954,000	2,170,000	-7.7%	-180,000
	<b>2,350,000</b>	<b>1,954,000</b>	<b>2,170,000</b>	<b>-7.7%</b>	<b>-180,000</b>
<b>NET REQUIREMENT</b>	<b>-430,838</b>	<b>-272,031</b>	<b>-308,722</b>	<b>-28.3%</b>	<b>122,116</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Infrastructure and Planning Services</b>					
<b>Expenditures</b>					
Office of IPS Commissioner	408,481	408,636	411,083	0.6%	2,603
Planning and Development and Real Estate	2,220,736	2,196,155	2,314,700	4.2%	93,963
Building Services	2,686,013	2,644,283	2,825,607	5.2%	139,594
Airport	3,376,968	3,377,192	3,355,630	-0.6%	-21,339
Infrastructure Management	2,738,295	2,618,481	2,719,836	-0.7%	-18,459
Engineering, Construction and Public Works	15,476,430	16,058,368	15,856,193	2.5%	379,764
Transportation	21,915,543	25,060,330	22,768,859	3.9%	853,316
Environmental Services	28,661,820	27,966,638	30,412,763	6.1%	1,750,943
	<b>77,484,285</b>	<b>80,330,083</b>	<b>80,664,670</b>	<b>4.1%</b>	<b>3,180,385</b>
<b>Revenues</b>					
Office of IPS Commissioner	132,832	134,301	134,239	1.1%	1,407
Planning and Development and Real Estate	484,869	478,047	521,466	7.5%	36,597
Building Services	2,218,946	2,227,107	2,190,768	-1.3%	-28,178
Airport	1,044,475	1,000,225	1,077,595	3.2%	33,120
Infrastructure Management	1,486,587	1,399,622	1,312,537	-11.7%	-174,050
Engineering, Construction and Public Works	3,856,574	3,895,612	3,832,576	-0.6%	-23,998
Transportation	10,849,033	10,337,657	10,953,466	1.0%	104,433
Environmental Services	21,919,117	20,538,574	23,672,013	8.0%	1,752,897
	<b>41,992,432</b>	<b>40,011,145</b>	<b>43,694,660</b>	<b>4.1%</b>	<b>1,702,228</b>
<b>Net Requirements</b>					
Office of IPS Commissioner	275,649	274,335	276,844	0.4%	1,196
Planning and Development and Real Estate	1,735,867	1,718,108	1,793,234	3.3%	57,366
Building Services	467,068	417,176	634,839	35.9%	167,771
Airport	2,332,493	2,376,967	2,278,035	-2.3%	-54,459
Infrastructure Management	1,251,708	1,218,859	1,407,299	12.4%	155,590
Engineering, Construction and Public Works	11,619,856	12,162,756	12,023,617	3.5%	403,761
Transportation	11,066,510	14,722,673	11,815,393	6.8%	748,884
Environmental Services	6,742,703	7,428,064	6,740,749	0.0%	-1,953
	<b>35,491,854</b>	<b>40,318,938</b>	<b>36,970,010</b>	<b>4.2%</b>	<b>1,478,157</b>





# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Office of the Infrastructure and Planning Services Commissioner</b>					
<b>Expenditures</b>					
Office of the Infrastructure and Planning Services Commissioner	408,481	408,636	411,083	0.6%	2,603
	<b>408,481</b>	<b>408,636</b>	<b>411,083</b>	<b>0.6%</b>	<b>2,603</b>
<b>Revenues</b>					
Office of the Infrastructure and Planning Services Commissioner	132,832	134,301	134,239	1.1%	1,407
	<b>132,832</b>	<b>134,301</b>	<b>134,239</b>	<b>1.1%</b>	<b>1,407</b>
<b>Net Requirements</b>					
Office of the Infrastructure and Planning Services Commissioner	275,649	274,335	276,844	0.4%	1,196
	<b>275,649</b>	<b>274,335</b>	<b>276,844</b>	<b>0.4%</b>	<b>1,196</b>

## 2021 Operating Budget

Form 1

**Department:** Infrastructure and Planning Services

**Activity Name:** Administration

**Division:** Office of the Commissioner

**Budget Account #:** 10740

### Statement of Purpose:

Infrastructure & Planning Services leads the efficient delivery of essential infrastructure and services that our citizens rely on every day; including roads, sidewalks, transit, parking facilities, transportation, airport, storm water facilities, sanitary systems, wastewater treatment, waste management & recycling, building permits and land use applications.

The Infrastructure and Planning Services Department also aligns functions that direct effective city building, ensuring vitality, economic diversity, sustainability and quality of life for all citizens. The Department is involved in many of the City's strategic initiatives as they relate to the use of city assets, infrastructure and development activities.

Divisions of the Infrastructure and Planning Services Department are:

- Airport
- Building Services
- Engineering and Public Works
- Environmental Services
- Infrastructure Management
- Planning
- Real Estate
- Transportation Services

### Highlights:

The Commissioner provides strategic leadership to the works of all Divisions within the Department and is the liaison with Council.

### Performance Data:

Success is reflected through essential service and project delivery related to the activities of the Department.

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Office of IPS Commissioner</b>					
<b>Expenditures</b>					
Personnel	78,081	78,236	80,383	2.9%	2,303
Contractual	0	0	300	0.0%	300
Materials, Supplies	600	600	600	0.0%	0
New Equipment	500	500	500	0.0%	0
Travelling, Training	4,300	4,300	4,300	0.0%	0
Contributions to Reserves	325,000	325,000	325,000	0.0%	0
	<b>408,481</b>	<b>408,636</b>	<b>411,083</b>	<b>0.6%</b>	<b>2,603</b>
<b>Revenues</b>					
Contribution from Reserve	100,000	100,000	100,000	0.0%	0
Contributions From Capital Fund	32,832	34,301	34,239	4.3%	1,407
	<b>132,832</b>	<b>134,301</b>	<b>134,239</b>	<b>1.1%</b>	<b>1,407</b>
<b>NET REQUIREMENT</b>	<b>275,649</b>	<b>274,335</b>	<b>276,844</b>	<b>0.4%</b>	<b>1,196</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Planning and Development and Real Estate</b>					
<b>Expenditures</b>					
Planning Administration	2,220,736	2,196,155	2,314,700	4.2%	93,963
	<b>2,220,736</b>	<b>2,196,155</b>	<b>2,314,700</b>	<b>4.2%</b>	<b>93,963</b>
<b>Revenues</b>					
Planning Administration	484,869	478,047	521,466	7.5%	36,597
	<b>484,869</b>	<b>478,047</b>	<b>521,466</b>	<b>7.5%</b>	<b>36,597</b>
<b>Net Requirements</b>					
Planning Administration	1,735,867	1,718,108	1,793,234	3.3%	57,366
	<b>1,735,867</b>	<b>1,718,108</b>	<b>1,793,234</b>	<b>3.3%</b>	<b>57,366</b>

**Department:** Infrastructure and Planning Services

**Activity Name:** Administration, Property Administration

**Division:** Planning and Development and Real Estate

**Budget Account #:** 11120

### Statement of Purpose:

- To administer the processing of subdivision plans, zoning and official plan amendments and site plans.
- To administer the work of the Committee of Adjustment.
- To advise City Council and other boards, commissions, and departments on changes to the Official Plan, Zoning By-law and other planning documents.
- To research and monitor community planning and development opportunities which includes conducting surveys and developing consultation programs to assist in developing planning policy.
- To administer all municipal planning activities, including parks planning.
- To administer the development of the City's industrial parks.

### Highlights:

Major work program highlights for the Planning Division in 2021:

1. Approval of the new Official Plan
2. Completion of construction for the Louis Street Urban Park.
3. Ongoing implementation of the Central Area Master Plan strategies and CIP programs.
4. Ongoing servicing for Cleantech Commons.
5. Update of Zoning By-law initiated.

### Performance Data:

Major initiatives in 2020:

1. Substantial completion of the final draft of the new Official Plan.
2. Construction started for the Louis Street Urban Park.
3. Detailed design for Otonabee River Trail from Del Crary Park to Little Lake Cemetery started.

4. Construction of Cleantech Commons started.

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Planning and Development and Real Estate</b>					
<b>Expenditures</b>					
Personnel	1,697,677	1,718,880	1,750,525	3.1%	52,847
Contractual	63,084	54,200	103,100	63.4%	40,016
Materials, Supplies	18,250	9,050	18,250	0.0%	0
Fees	40,000	20,000	40,000	0.0%	0
Travelling, Training	21,725	14,025	22,825	5.1%	1,100
Contributions to Reserves	380,000	380,000	380,000	0.0%	0
	<b>2,220,736</b>	<b>2,196,155</b>	<b>2,314,700</b>	<b>4.2%</b>	<b>93,963</b>
<b>Revenues</b>					
Fees, Service Charges, Donations	188,700	163,700	223,800	18.6%	35,100
Contribution from Reserve	182,390	182,390	184,874	1.4%	2,484
Contributions From Capital Fund	113,779	131,957	112,792	-0.9%	-987
	<b>484,869</b>	<b>478,047</b>	<b>521,466</b>	<b>7.5%</b>	<b>36,597</b>
<b>NET REQUIREMENT</b>	<b>1,735,867</b>	<b>1,718,108</b>	<b>1,793,234</b>	<b>3.3%</b>	<b>57,366</b>





# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Building Services</b>					
<b>Expenditures</b>					
Building Inspection	2,060,659	2,068,821	2,081,768	1.0%	21,109
By-law Enforcement	625,354	575,462	743,839	18.9%	118,485
	<b>2,686,013</b>	<b>2,644,283</b>	<b>2,825,607</b>	<b>5.2%</b>	<b>139,594</b>
<b>Revenues</b>					
Building Inspection	2,060,660	2,068,821	2,081,768	1.0%	21,109
By-law Enforcement	158,286	158,286	109,000	-31.1%	-49,286
	<b>2,218,946</b>	<b>2,227,107</b>	<b>2,190,768</b>	<b>-1.3%</b>	<b>-28,178</b>
<b>Net Requirements</b>					
By-law Enforcement	467,068	417,176	634,839	35.9%	167,771
	<b>467,068</b>	<b>417,176</b>	<b>634,839</b>	<b>35.9%</b>	<b>167,771</b>

**Department:** Infrastructure and Planning Services

**Activity Name:** Building Services

**Division:** Building Services

**Budget Account #:** 11135 and 11140

### Statement of Purpose:

To ensure compliance with the Ontario Building Code (OBC) and associated regulations for the protection of citizens and property.

To interpret and enforce by-laws with regard to zoning, property standards, property maintenance and signage; including the administration, enforcement, education and dispersal of information to the public regarding the OBC, municipal by-laws regulating development and related applicable laws under the Building Code Act.

To respond to non-permit based and emergency situations, where danger or threat to life of building occupants and/or the general public is created by damaged buildings or other unsafe conditions, including the management of corporate risk and financial liability with regard to terminating emergency and unsafe situations.

### Highlights:

Total building activity for 2020 yielded lower results owing to COVID 19 and revenue is below targets. Recovery growth in 2021, a predicted increase in the inventory of residential building lots and start of larger scale construction delayed in 2020 may lead to growth and increased building activity in all sectors over the coming years. The 2021 budget includes an inflationary adjustment to the permit fee schedule to ensure that revenues keep pace with inflationary costs.

2021 will see the ongoing 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. Attendance at a significant number of training events will be required in 2021 to address this ongoing requirement for qualification maintenance and there will be a need to train new staff.

### Performance Data:

In 2020, approximately 1,000 permits were issued for Residential and Institutional - Commercial - Industrial projects resulting in the creation of more than \$150,000,000 of building inventory. 2021 will see the ongoing expansion of the Amanda program software to other Divisions and new functions involved in the development review process. Also, new permit and development support procedures will be introduced to improve access to, and support of, more efficient development services including information distribution and education.

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Building Services</b>					
<b>Expenditures</b>					
Personnel	2,223,503	2,173,587	2,335,951	5.1%	112,448
Contractual	12,638	14,624	40,000	216.5%	27,362
Materials, Supplies	12,700	15,400	13,700	7.9%	1,000
Fees	3,270	3,770	4,363	33.4%	1,092
Inter-departmental Charges	315,802	315,802	320,634	1.5%	4,831
New Equipment	11,000	11,000	11,000	0.0%	0
Travelling, Training	95,240	98,240	111,960	17.6%	16,720
Transfer to Capital Fund	23,860	23,860	0	-100.0%	-23,860
Recoveries	-12,000	-12,000	-12,000	0.0%	0
	<b>2,686,013</b>	<b>2,644,283</b>	<b>2,825,607</b>	<b>5.2%</b>	<b>139,594</b>
<b>Revenues</b>					
Fees, Service Charges, Donations	74,500	74,500	78,000	4.7%	3,500
Licenses & Permits	2,181,250	1,840,000	2,143,000	-1.8%	-38,250
Contribution from Reserve	-36,804	312,607	-30,232	-17.9%	6,572
	<b>2,218,946</b>	<b>2,227,107</b>	<b>2,190,768</b>	<b>-1.3%</b>	<b>-28,178</b>
<b>NET REQUIREMENT</b>	<b>467,068</b>	<b>417,176</b>	<b>634,839</b>	<b>35.9%</b>	<b>167,771</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Peterborough Airport</b>					
<b>Expenditures</b>					
Peterborough Airport	3,376,968	3,377,192	3,355,630	-0.6%	-21,339
<b>Revenues</b>					
Peterborough Airport	1,044,475	1,000,225	1,077,595	3.2%	33,120
<b>Net Requirements</b>	2,332,493	2,376,967	2,278,035	-2.3%	-54,459

## 2021 Operating Budget

Form 1

**Department:** Infrastructure and Planning Services

**Activity Name:** Peterborough Airport

**Division:** Peterborough Airport

**Budget Account #:** 11125, 11130

### Statement of Purpose:

To operate and develop the Peterborough Airport as an aviation industrial park, a service to area businesses, a community gateway for the public, tourism, business and general aviation.

### Highlights:

The Peterborough Airport is a very active industrial park, containing 23 businesses and educational institutions, employing over 500 full time plus seasonal employees. Seneca College School of Aviation and Flight Technology is located at the Airport with 150 to 200 students attending classes. Aircraft movements are approximately 50,000 per year.

Loomex Property Management has completed eight of eleven years of their Airport Management and Operations contract. The Contract places the burden of supplying, maintaining and replacing equipment on the Contractor within the amount in the agreement. This ensures predictability in operating expenses for the next three years. The management structure includes an Airport Administrator position one FTE position and a half FTE administrative assistant position at the Airport.

The 2021 operating budget reflects an increase in day-to-day costs due to heat, insurance, grounds maintenance of off site properties and contractual services as to the Airport Management and Operations contract. The revenues reflect an increase due to leases, tiedowns and servicing cost recovery. Property taxes are paid to Cavan Monaghan Township and are recovered from tenants.

### Performance Data:

LPS Consulting completed a Business Plan and a draft Master Plan in 2009. WSP completed the Strategic Development Plan in 2017, building on the previous plans including new business opportunities and land use planning. The Strategic Development Plan was adopted by Council through Report PLAIR18-002 dated February 5, 2017. The Strategic Development Plan will be used to guide development and business attraction.

In 2021, the focus will continue to be on marketing the airport facility for industrial/commercial uses, private hangars, charter and scheduled flights. Airport staff will be working as a member of the Southern Ontario Airport Network, a joint effort to capture the projected growth of aviation business in Southern Ontario.

Any remaining development review fees are transferred to a reserve to be used for future airport development related expenditures.

An annual contribution to the Airport Development Debt Servicing Reserve of \$1.175 million is necessary to fund the City's share of the ISF Airport Expansion Capital Project. The dedicated Pavement Reserve contribution of \$50,000 will continue, to maintain the asphalt surfaces.

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Peterborough Airport</b>					
<b>Expenditures</b>					
Personnel	195,412	195,636	198,250	1.5%	2,838
Contractual	1,196,197	1,196,197	1,212,836	1.4%	16,639
Materials, Supplies	7,290	7,290	7,290	0.0%	0
Repairs, Maintenance	163,695	163,695	169,087	3.3%	5,392
Fees	579,274	579,274	597,566	3.2%	18,293
Inter-departmental Charges	7,000	6,000	6,500	-7.1%	-500
Travelling, Training	3,100	3,100	3,100	0.0%	0
Contributions to Reserves	1,225,000	1,226,000	1,161,000	-5.2%	-64,000
	<b>3,376,968</b>	<b>3,377,192</b>	<b>3,355,630</b>	<b>-0.6%</b>	<b>-21,339</b>
<b>Revenues</b>					
Fees, Service Charges, Donations	990,475	946,225	1,021,640	3.1%	31,165
Other Capital Purposes	52,500	52,500	54,380	3.6%	1,880
Other - Trusts	1,500	1,500	1,575	5.0%	75
	<b>1,044,475</b>	<b>1,000,225</b>	<b>1,077,595</b>	<b>3.2%</b>	<b>33,120</b>
<b>NET REQUIREMENT</b>	<b>2,332,493</b>	<b>2,376,967</b>	<b>2,278,035</b>	<b>-2.3%</b>	<b>-54,459</b>





# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Infrastructure Management</b>					
<b>Expenditures</b>					
Infrastructure Management	1,888,928	1,838,147	1,864,941	-1.3%	-23,987
Geomatics / Mapping	849,367	780,334	854,894	0.7%	5,528
	<b>2,738,295</b>	<b>2,618,481</b>	<b>2,719,836</b>	<b>-0.7%</b>	<b>-18,459</b>
<b>Revenues</b>					
Infrastructure Management	1,422,327	1,399,622	1,312,537	-7.7%	-109,790
Geomatics / Mapping	64,260			-100.0%	-64,260
	<b>1,486,587</b>	<b>1,399,622</b>	<b>1,312,537</b>	<b>-11.7%</b>	<b>-174,050</b>
<b>Net Requirements</b>					
Infrastructure Management	466,602	438,525	552,404	18.4%	85,803
Geomatics / Mapping	785,107	780,334	854,894	8.9%	69,788
	<b>1,251,708</b>	<b>1,218,859</b>	<b>1,407,299</b>	<b>12.4%</b>	<b>155,590</b>

## 2021 Operating Budget

Form 1

**Department:** Infrastructure and Planning Services

**Activity Name:** Infrastructure

**Division:** Infrastructure Management

**Budget Account #:** 10745, 10750

### Statement of Purpose:

To coordinate and manage the programs focused on ensuring longevity and sustainability of the City's infrastructure such as road, storm and sanitary infrastructure, the City's internal Geographic Information System (GIS) technology and mapping services, the City's urban forest infrastructure as well as the long-term Corporate Asset Management Plan and Corporate Sustainability and Climate Change Programs.

### Highlights:

Information and condition of infrastructure assets is collected and used as input to the capital program development. Work of this nature is ongoing, allowing staff to utilize the information to create proactive maintenance programs necessary to maximize life cycle of municipal infrastructure and to make the best use of capital funding.

As of the fall of 2019, the Sustainability program including the administration of the Climate Change Action Plan was transferred from Community Services and became the responsibility of the Infrastructure Management Division to more closely align with the many IPS projects that include sustainability goals and with Asset Management. This realignment ensures collaboration among staff on City projects as well as community projects.

The 2021 Budget reflects the addition of \$426,000 to the Climate Change reserve to fund focused initiatives identified in the Climate Change Action Plans and the funding of a full-time Climate Change Coordinator. The budget also reflects the loss of revenue from the completion of the FCM funding (\$62,500) for the Senior Watershed Project Manager position.

### Key Divisional Initiatives

- Coordinate Corporate Sustainability program
- Development and refinement of the Corporate Asset Management Plan
- Watershed planning and Low Impact Development
- Conveyance sewer systems performance
- Urban Forest Strategic Plan and Canopy Conservation By-Laws
- GIS Open Data Initiative and Data Governance
- Refinement of mapping/GIS/data for public use
- Administer Corporate and Community Climate Change Action Plans

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Infrastructure Management</b>					
<b>Expenditures</b>					
Personnel	1,963,398	1,859,828	1,900,732	-3.2%	-62,666
Contractual	178,095	178,095	219,827	23.4%	41,732
Materials, Supplies	83,759	84,500	84,500	0.9%	741
Fees	2,725	2,725	2,725	0.0%	0
Inter-departmental Charges	285	285	285	0.0%	0
New Equipment	3,500	3,500	3,500	0.0%	0
Travelling, Training	70,133	53,148	71,867	2.5%	1,734
Contributions to Reserves	436,400	436,400	436,400	0.0%	0
	<b>2,738,295</b>	<b>2,618,481</b>	<b>2,719,836</b>	<b>-0.7%</b>	<b>-18,459</b>
<b>Revenues</b>					
Waste Water Reserve Fund	513,585	513,585	488,480	-4.9%	-25,105
Ontario grants	62,500	62,500	0	-100.0%	-62,500
Fees, Service Charges, Donations	10,000	10,000	10,000	0.0%	0
Contribution from Reserve	52,604	52,604	104,633	98.9%	52,029
Contributions From Capital Fund	847,897	760,933	709,424	-16.3%	-138,473
	<b>1,486,587</b>	<b>1,399,622</b>	<b>1,312,537</b>	<b>-11.7%</b>	<b>-174,050</b>
<b>NET REQUIREMENT</b>	<b>1,251,708</b>	<b>1,218,859</b>	<b>1,407,299</b>	<b>12.4%</b>	<b>155,590</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Engineering, Construction and Public Works Expenditures</b>					
Engineering and Construction	3,574,184	3,561,788	3,532,300	-1.2%	-41,884
PW Fleet	608,641	630,426	632,120	3.9%	23,479
PW Yard	935,129	939,574	847,077	-9.4%	-88,052
PW Winter Control	3,964,092	4,226,025	4,223,689	6.5%	259,597
PW Surface Services	2,279,914	2,570,964	2,346,475	2.9%	66,561
PW Underground Services	423,077	424,560	432,656	2.3%	9,579
PW Parks and Forestry	3,691,393	3,705,031	3,841,877	4.1%	150,483
	<b>15,476,430</b>	<b>16,058,368</b>	<b>15,856,193</b>	<b>2.5%</b>	<b>379,764</b>
<b>Revenues</b>					
Engineering and Construction	1,857,327	1,869,652	1,888,824	1.7%	31,496
PW Fleet	608,640	630,426	632,120	3.9%	23,479
PW Yard	935,129	939,574	847,077	-9.4%	-88,052
PW Winter Control	1,200	1,200	1,200	0.0%	0
PW Underground Services	423,077	424,560	432,656	2.3%	9,579
PW Parks and Forestry	31,200	30,200	30,700	-1.6%	-500
	<b>3,856,574</b>	<b>3,895,612</b>	<b>3,832,576</b>	<b>-0.6%</b>	<b>-23,998</b>
<b>Net Requirements</b>					
Engineering and Construction	1,716,857	1,692,136	1,643,477	-4.3%	-73,380
PW Winter Control	3,962,892	4,224,825	4,222,489	6.6%	259,597
PW Surface Services	2,279,914	2,570,964	2,346,475	2.9%	66,561
PW Parks and Forestry	3,660,193	3,674,831	3,811,177	4.1%	150,983
	<b>11,619,856</b>	<b>12,162,756</b>	<b>12,023,617</b>	<b>3.5%</b>	<b>403,761</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Engineering, Construction and Public Works</b>					
<b>Expenditures</b>					
Engineering and Construction Administration	3,574,184	3,561,788	3,532,300	-1.2%	-41,884
	<b>3,574,184</b>	<b>3,561,788</b>	<b>3,532,300</b>	<b>-1.2%</b>	<b>-41,884</b>
<b>Revenues</b>					
Engineering and Construction Administration	1,857,327	1,869,652	1,888,824	1.7%	31,496
	<b>1,857,327</b>	<b>1,869,652</b>	<b>1,888,824</b>	<b>1.7%</b>	<b>31,496</b>
<b>Net Requirements</b>					
Engineering and Construction Administration	1,716,857	1,692,136	1,643,477	-4.3%	-73,380
	<b>1,716,857</b>	<b>1,692,136</b>	<b>1,643,477</b>	<b>-4.3%</b>	<b>-73,380</b>

## 2021 Operating Budget

Form 1

**Department:** Infrastructure and Planning Services

**Activity Name:** Engineering and Construction

**Division:** Engineering, Construction and Public Works

**Budget Account #:** 10760, 10765

### Statement of Purpose:

To co-ordinate and manage the maintenance, rehabilitation and development of the City's road and related infrastructure, sidewalks, streetlight infrastructure, conveyance sewer system and stormwater management facilities.

To provide inspection review of development construction activities.

### Highlights:

Information and condition of infrastructure assets is collected and used as input to the capital program development. Work of this nature is ongoing, allowing staff to utilize the information to create proactive maintenance programs necessary to minimize life cycle costs of the sewer and road systems.

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

The next phase of the streetlight LED switch over program will evaluate the City's decorative fixtures to determine feasibility of retrofitting these fixtures to LED.

Staff in the division deliver the City's road and related capital budget through in-house design and contract administration efforts as well as the management of consulting engineers working at various stages of project planning and construction.



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Engineering, Construction and Public Works</b>					
<b>Expenditures</b>					
Personnel	1,721,450	1,729,110	1,750,927	1.7%	29,477
Contractual	895,244	873,104	820,281	-8.4%	-74,963
Materials, Supplies	19,646	19,646	19,816	0.9%	170
Repairs, Maintenance	204,527	204,527	204,572	0.0%	45
Fees	2,922	2,922	2,951	1.0%	29
Inter-departmental Charges	116,482	116,492	119,600	2.7%	3,118
New Equipment	8,000	8,000	8,000	0.0%	0
Travelling, Training	25,265	27,339	25,505	0.9%	240
Contributions to Reserves	580,648	580,648	580,648	0.0%	0
	<b>3,574,184</b>	<b>3,561,788</b>	<b>3,532,300</b>	<b>-1.2%</b>	<b>-41,884</b>
<b>Revenues</b>					
Fees, Service Charges, Donations	10,000	10,000	10,000	0.0%	0
Licenses & Permits	3,624	3,624	3,840	6.0%	216
Contribution from Reserve	40,999	40,999	41,409	1.0%	410
Contributions From Capital Fund	1,802,704	1,815,029	1,833,575	1.7%	30,870
	<b>1,857,327</b>	<b>1,869,652</b>	<b>1,888,824</b>	<b>1.7%</b>	<b>31,496</b>
<b>NET REQUIREMENT</b>	<b>1,716,857</b>	<b>1,692,136</b>	<b>1,643,477</b>	<b>-4.3%</b>	<b>-73,380</b>

# 2021 Operating Budget

Form 1

**Department:** Infrastructure and Planning Services

**Activity Name:** Fleet Services

**Division:** Engineering, Construction and Public Works

**Budget Account #:** 10855 to 10875

## Statement of Purpose:

To provide 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.

## Highlights:

An overhead rate is charged on labour expended for the repair and maintenance of vehicles and equipment for all client groups. This rate is set to achieve the full recovery of Fleet Administration costs.

The procurement of all Infrastructure & Planning vehicles and/or equipment is undertaken within this activity and assistance is provided to those client groups requesting it.

## Performance Data/Work Program:

Inventory of Equipment for Client Groups	2018	2019	2020 (Forecast)
Public Works	248	258	273
Sanitation	11	11	11
Environmental Protection	31	31	31
Arenas	19	19	20
Fire	35	36	36
Police	60	60	60
Parking	5	5	5
Transit	69	69	73
PUC	166	168	130
Hydro One	-	-	39
Wastewater Collection	10	12	14
Engineering	1	1	1
City Property Maintenance	5	5	5
Waste Management	5	5	5
Wellness Centre	1	1	1
Fleming College	1	1	1
Total	667	682	705

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>PW Fleet</b>					
<b>Expenditures</b>					
Personnel	2,336,894	2,351,895	2,384,102	2.0%	47,208
Benefits	-1,107,788	-1,192,685	-1,090,835	-1.5%	16,953
Contractual	321,244	462,244	332,244	3.4%	11,000
Materials, Supplies	1,086,500	1,528,500	1,278,500	17.7%	192,000
Repairs, Maintenance	107,500	107,500	107,500	0.0%	0
Fees	74,728	74,728	90,703	21.4%	15,975
Inter-departmental Charges	1,095,702	961,370	885,132	-19.2%	-210,570
Rentals	1,242	1,142	852	-31.4%	-390
Travelling, Training	7,000	7,000	7,000	0.0%	0
Contributions to Reserves	1,694,000	1,742,533	1,688,230	-0.3%	-5,770
Recoveries	-5,008,381	-5,413,801	-5,051,308	0.9%	-42,926
	<b>608,641</b>	<b>630,426</b>	<b>632,120</b>	<b>3.9%</b>	<b>23,479</b>
<b>Revenues</b>					
Fees, Service Charges, Donations	258,640	280,426	282,120	9.1%	23,479
Contributions From Capital Fund	350,000	350,000	350,000	0.0%	0
	<b>608,640</b>	<b>630,426</b>	<b>632,120</b>	<b>3.9%</b>	<b>23,479</b>
<b>NET REQUIREMENT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>

## 2021 Operating Budget

Form 1

**Department:** Infrastructure and Planning Services

**Activity Name:** Yard Administration and Recoverables

**Division:** Engineering, Construction and Public Works

**Budget Account #:** 10775, 10845, 10850

### Statement of Purpose:

To capture all costs to administer Public Works operations including maintenance of the Webber Ave. operations center and to recover these costs through the application of an overhead rate that is applied to labour services, which are provided by Public Works operations.

### Highlights:

Public Works provides operational services seven days a week, on a 24-hour basis. Emergency responses or repairs are provided as needed.

Services are provided to a wide internal client group including: Transit, Traffic, Parking, Waste Management, Engineering, Construction and Public Works, and Facilities Management. Construction and maintenance activities on the municipal Right of Way are provided for outside clients including: Peterborough Utilities Services Incorporated, Cogeco, Bell and others. Operation and maintenance activities for the client group are recovered at 100% of the cost.

### Performance Data:

2020 data is provided by Geomatics/Mapping and was compiled as of May 2020. Increases are shown in most areas as a result of development and completed capital projects requiring maintenance activities.

Funds are recommended in the 2021 Budget to continue to meet existing levels of service.

Yard Statistics	2018	2019	2020 (Forecast)
Lane Kilometres of Roads	964	968	969
Kilometres of Sidewalks	400	400	402
Number of Vehicle Bridges	27	27	27
Pedestrian Bridges	21	21	21
Kilometres of Sanitary Sewers	394	397	398
Kilometres of Storm Sewers	354	355	356
Hectares of Parkland	363	365	365
Kilometres of Trails Maintained	38	39	39
Kilometres of Bike Lanes	-	-	34

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>PW Yard</b>					
<b>Expenditures</b>					
Personnel	3,010,613	3,018,572	3,054,339	1.5%	43,726
Contractual	469,663	485,761	493,843	5.1%	24,180
Materials, Supplies	400,000	402,000	397,500	-0.6%	-2,500
Repairs, Maintenance	28,507	28,507	34,398	20.7%	5,891
Fees	113,562	113,562	122,340	7.7%	8,778
Inter-departmental Charges	40,913	40,913	40,788	-0.3%	-125
New Equipment	2,000	2,000	2,000	0.0%	0
Rentals	259,575	259,528	262,699	1.2%	3,125
Travelling, Training	49,180	49,180	49,180	0.0%	0
Recoveries	-3,438,883	-3,460,449	-3,610,010	5.0%	-171,127
	<b>935,129</b>	<b>939,574</b>	<b>847,077</b>	<b>-9.4%</b>	<b>-88,052</b>
<b>Revenues</b>					
Waste Water Reserve Fund	73,000	75,000	75,000	2.7%	2,000
Fees, Service Charges, Donations	594,598	597,574	552,477	-7.1%	-42,121
Contributions From Capital Fund	267,531	267,000	219,600	-17.9%	-47,931
	<b>935,129</b>	<b>939,574</b>	<b>847,077</b>	<b>-9.4%</b>	<b>-88,052</b>
<b>NET REQUIREMENT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>

## 2021 Operating Budget

Form 1

**Department:** Infrastructure and Planning Services

**Activity Name:** Winter Control

**Division:** Engineering, Construction and Public Works

**Budget Account #:** 10785, 107910

### Statement of Purpose:

To provide efficient and effective winter control for roads and sidewalks.

### Highlights:

City Council, at its meeting of November 17, 2008, approved the Winter Service Operations Policy and Winter Service Operations Standards contained within Report USPW08-013.

The 2021 Budget will continue to provide for Winter Trail maintenance of:

- The Rotary Greenway Trail, Hunter Street East to Trent University and Hilliard Street to Bethune Street;
- The Parkway Trail, Fairbairn Street to Cumberland Avenue;
- The Crawford Rail Trail, Monaghan Road to Crawford Drive;
- The Trans-Canada Trail, Rogers Cove to Beavermead Park, including the Willowcreek Trail and the extension to Technology Drive;
- The Trans-Canada Trail, Millennium Park to the Marina, Bethune Street to Jackson Park;
- Brealey Drive and The Parkway Multi Use Trails;
- Parkhill Road West from Wallis Drive to Ravenwood Multi Use Trail;
- Ashburnham Drive from Maria Street to Lansdowne Street East Multi Use Trail, and
- Medical Drive from Sherbrooke Street to Parkhill Road West Multi Use Trail.

The 2021 snow clearing level of service will be the same as the 2020 level of service for the Downtown and Village BIA areas. 2021

will continue to show an increase in winter material costs in order to achieve a balance with market increases to winter material supply and delivery. 2021 will also be the first year of a new multi year Salt supply contract which may impact budgeting as well.

### Performance Data:

Inclement weather creates the need for road and sidewalk plowing, sanding and salting as well as removal of snow windrows in key areas of the City when amounts exceed the expected standards. Public Works provides service 24 hours per day, 7 days per week. Depending upon storm conditions, 18 plow routes, two graders, nine sidewalk plow routes and several loaders may be simultaneously deployed for winter control activities.

In accordance with the amended Ontario Reg.239/02, Winter Control activities also include funds for legislated winter road patrol to begin in October of each year and end in April of the following year. Also included, are the costs for weather service provision and support of GPS technology for our winter control units.

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>PW Winter Control</b>					
<b>Expenditures</b>					
Personnel	2,081,368	2,101,025	2,150,040	3.3%	68,672
Contractual	160,000	210,000	185,000	15.6%	25,000
Materials, Supplies	607,500	815,000	760,000	25.1%	152,500
Rentals	1,115,224	1,100,000	1,128,649	1.2%	13,425
	<b>3,964,092</b>	<b>4,226,025</b>	<b>4,223,689</b>	<b>6.5%</b>	<b>259,597</b>
<b>Revenues</b>					
Fees, Service Charges, Donations	1,200	1,200	1,200	0.0%	0
	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>0.0%</b>	<b>0</b>
<b>NET REQUIREMENT</b>	<b>3,962,892</b>	<b>4,224,825</b>	<b>4,222,489</b>	<b>6.6%</b>	<b>259,597</b>

**Department:** Infrastructure and Planning Services

**Activity Name:** Surface Services

**Division:** Engineering, Construction and Public Works

**Budget Account #:** 10795, 10800, 10805, 10810

### Statement of Purpose:

To provide effective repair and maintenance of road, right-of-way and surface drainage facilities within the city of Peterborough.

### Highlights:

Repairs to pavement surfaces are provided in accordance with Ontario Regulation 239/02 (Minimum Maintenance Standards). Roadway shoulders are graded twice each year (spring/fall). Shoulder washouts are repaired on an ongoing basis. To control dust, calcium chloride is applied to select shoulders and unpaved roads in early summer.

Street sweeping is undertaken on an ongoing basis to provide cleanliness and remove dirt and debris from gutters affecting drainage. This also maintains storm water quality by removing debris prior to it entering the storm water or surface water systems.

Minimum maintenance standards for the Province regulate annual inspection of sidewalks for compliance along with remedial actions to respond to deficiencies.

Minor repairs to bridges are provided on an emergency basis and the cleaning of bridge expansion joints, drains, seats and structural components are provided each spring.

Guard rails along the right-of-way, at approaches to bridges, adjacent to creeks, along roadway curves and at areas of significant elevation change, are repaired on an ongoing basis as needed. Handrails, to assist pedestrian access, are repaired on an ongoing basis as required.

Much of the surface drainage work is done in response to emergencies along with minor maintenance related to roadside drainage swales and ditches.

### Performance Data:

This activity also includes the contract payments to the DBIA of \$96,400 per year. These funds provide for litter collection, general cleaning on a 24 hour a day, 7 day a week basis, and the watering of hanging flower baskets, etc.

For 2021, the sidewalk washing schedule will remain the same as in previous years for the DBIA (on a weekly cycle). Street sweeping is done three times each week, on Tuesday, Thursday and Sunday, from May to October.



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>PW Surface Services</b>					
<b>Expenditures</b>					
Personnel	1,360,458	1,627,252	1,405,344	3.3%	44,886
Contractual	240,000	245,000	245,000	2.1%	5,000
Materials, Supplies	125,000	135,000	135,000	8.0%	10,000
Rentals	554,456	563,712	561,130	1.2%	6,675
	<b>2,279,914</b>	<b>2,570,964</b>	<b>2,346,475</b>	<b>2.9%</b>	<b>66,561</b>
<b>Revenues</b>					
	<b>0</b>		<b>0</b>	<b>0.0%</b>	<b>0</b>
<b>NET REQUIREMENT</b>	<b>2,279,914</b>	<b>2,570,964</b>	<b>2,346,475</b>	<b>2.9%</b>	<b>66,561</b>

## 2021 Operating Budget

Form 1

**Department:** Infrastructure and Planning Services

**Activity Name:** Underground Services

**Division:** Engineering, Construction and Public Works

**Budget Account #:** 10815, 10820

### Statement of Purpose:

To maintain storm and sanitary sewer infrastructure to optimal conditions within the City right-of-way. To provide customer service calls for plugged laterals and restore concrete, asphalt and landscaping after repairs are made by the wastewater collection crews.

Public Works will continue to respond to lateral services and repairs of concrete and asphalt surfaces as a result of sewer works.

### Highlights:

Costs associated with blockages in private sewers, and new sewer connections, are charged back to the client on a 100% recovery basis.

All costs incurred in the repair and/or maintenance of the City's storm and sanitary sewer system are funded from the Sewer Surcharge applied to the water rate or directly from Sewer Repair Capital charged back to the Infrastructure Planning Division.

### Performance Data:

Emergency works related to blocked, broken or collapsed sewers are performed on an as needed basis.

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>PW Underground Services</b>					
<b>Expenditures</b>					
Personnel	271,524	272,933	280,483	3.3%	8,959
Contractual	65,000	65,000	65,000	0.0%	0
Materials, Supplies	35,000	35,000	35,000	0.0%	0
Rentals	51,553	51,627	52,173	1.2%	621
	<b>423,077</b>	<b>424,560</b>	<b>432,656</b>	<b>2.3%</b>	<b>9,579</b>
<b>Revenues</b>					
Waste Water Reserve Fund	421,077	422,560	430,656	2.3%	9,579
Fees, Service Charges, Donations	2,000	2,000	2,000	0.0%	0
	<b>423,077</b>	<b>424,560</b>	<b>432,656</b>	<b>2.3%</b>	<b>9,579</b>
<b>NET REQUIREMENT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>

# 2021 Operating Budget

Form 1

**Department:** Infrastructure and Planning Services

**Activity Name:** Parks and Forestry

**Division:** Engineering, Construction and Public Works

**Budget Account #:** 10825, 10830, 10832, 10833, 10834

## Statement of Purpose:

To maintain and improve park facilities and urban forestry for year round outdoor recreation activities and to promote the social, economic and environmental benefits of the municipal park and urban forestry resources.

To preserve and reconstruct native habitat (including trees) on parkland, and other open space municipal lands, and to provide guidance and encouragement to private landowners for the protection of these natural resources. To beautify the city with horticultural displays throughout municipal parklands and the planting and care of flower and shrub beds at municipal facilities.

To eliminate noxious weeds and reduce the adult mosquito population through contracted services.

## Highlights:

The 2021 horticulture program is proposed to remain at the 2020 level of service.

2021 will see the continuation of the Emerald Ash Borer management program.

In 2021, the five-year contract for the Goose Control program will be in year 4 and continue for the shores of Little Lake and Del Crary Park.

2021 will show an increase in contractual to effect the removal and rehabilitation of the Sherin Ave/Bensfort Rd boat launch.

## Performance Data/Work Program:

Parks and Forestry Statistics	2018	2019	2020 (Forecast)
Number of Flower Beds	65	66	66
Number of Bulbs and Annuals Planted	27,000	27,000	27,000
Hanging Floral Baskets and DBIA Planters	130	130	130
Softball/Baseball Diamonds	52	52	52
Soccer Fields	32	32	32
Tennis/Basketball Courts	41	42	42
Buildings/Bunkers	28	28	28
Wading Pools	4	4	4
Playground Equipment Locations	57	58	59
Neighbourhood Rinks	18	18	19
Splash Pads	5	5	5
Replacement Tree Planting	550	450	450

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>PW Parks and Forestry</b>					
<b>Expenditures</b>					
Personnel	2,343,431	2,356,027	2,420,750	3.3%	77,318
Contractual	404,775	404,775	458,643	13.3%	53,868
Materials, Supplies	202,500	202,500	212,500	4.9%	10,000
Repairs, Maintenance	20,000	20,000	20,621	3.1%	621
Rentals	720,687	721,729	729,363	1.2%	8,676
	<b>3,691,393</b>	<b>3,705,031</b>	<b>3,841,877</b>	<b>4.1%</b>	<b>150,483</b>
<b>Revenues</b>					
Ontario grants	22,500	22,500	22,500	0.0%	0
County and Other Municipal grants & fees	2,200	2,200	2,200	0.0%	0
Fees, Service Charges, Donations	6,500	5,500	6,000	-7.7%	-500
	<b>31,200</b>	<b>30,200</b>	<b>30,700</b>	<b>-1.6%</b>	<b>-500</b>
<b>NET REQUIREMENT</b>	<b>3,660,193</b>	<b>3,674,831</b>	<b>3,811,177</b>	<b>4.1%</b>	<b>150,983</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Transportation</b>					
<b>Expenditures</b>					
Public Transit Operations	16,781,165	20,186,998	17,512,039	4.4%	730,875
Parking,Traffic, Transportation Planning	5,134,378	4,873,332	5,256,819	2.4%	122,441
	<b>21,915,543</b>	<b>25,060,330</b>	<b>22,768,859</b>	<b>3.9%</b>	<b>853,316</b>
<b>Revenues</b>					
Public Transit Operations	7,925,533	8,516,067	7,910,160	-0.2%	-15,373
Parking,Traffic, Transportation Planning	2,923,500	1,821,590	3,043,305	4.1%	119,805
	<b>10,849,033</b>	<b>10,337,657</b>	<b>10,953,466</b>	<b>1.0%</b>	<b>104,433</b>
<b>Net Requirements</b>					
Public Transit Operations	8,855,632	11,670,931	9,601,879	8.4%	746,247
Parking,Traffic, Transportation Planning	2,210,878	3,051,742	2,213,514	0.1%	2,636
	<b>11,066,510</b>	<b>14,722,673</b>	<b>11,815,393</b>	<b>6.8%</b>	<b>748,884</b>

## 2021 Operating Budget

Form 1

**Department:** Infrastructure and Planning Services

**Activity Name:** Public Transit Operations

**Division:** Transportation

**Budget Account #:** 10940 to 10970

### Statement of Purpose:

To provide conventional public transit service to within 450m of 90% of the residents of the city.

To provide parallel public transit service for people with physical disabilities.

### Highlights:

Ridership levels in 2020 dropped significantly due to the impacts of the COVID-19 pandemic. Post Secondary ridership was impacted by closure on Fleming and Trent campuses in March 2020 and the move to online course delivery in the Fall of 2020. Post Secondary ridership is expected to recover to within 85% of pre-COVID levels by the end of 2021, a more gradual return is expected for other transit customers. Overall fare revenue is expected to return to 2019 levels. A 10% fare increase has been included in the base transit budget to reflect Council direction during the budget guidelines deliberations. The Transit Network Redesign implemented in June 2020 as part of the COVID-19 response is anticipated to remain in service during part of 2021, with adjustments to reflect changing ridership trends.

Implementation of the Transit ITS Program will be fully operational by spring 2021, allowing for real time information on bus schedules and stop arrival times to be available over the web, smartphones, and at the main terminal. In 2020 transit launched the Google Transit application to allow for online trip planning for passengers using Google Maps. In 2020, six conventional buses were ordered as part of the Investing in Canada Infrastructure Program (ICIP), for delivery in spring 2021 to ensure the spare ratio can sustain operations. Work will continue in 2021 to advance the new Transit

Garage project and complete the necessary EA study and design work to prepare for future funding applications under the ICIP program.

In 2018, a Transit Route Review and Long-Term Growth Strategy was launched. Completion of the study was put on hold during the pandemic response, and is expected to be completed in early 2021, with recommendations for a permanent Transit network. Transit service to Selwyn Township was also delayed due to COVID and service is expected to launch in 2021 under a cost recovery service delivery model. In 2021 work will begin on reviewing alternative fuel sources for buses to guide future decision making.

### Performance Data/Work Program:

Passenger Boardings	2018	2019	2020 (Forecast)
Conventional Transit	4,900,000	4,746,000	2,175,000
Handi-Van	31,500	31,900	22,600



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Public Transit Operations</b>					
<b>Expenditures</b>					
Personnel	11,574,071	11,323,701	12,012,154	3.8%	438,083
Benefits	-4,384,337		-4,347,455	-0.8%	36,882
Contractual	1,129,244	942,784	1,147,102	1.6%	17,858
Materials, Supplies	793,500	1,071,500	946,600	19.3%	153,100
Repairs, Maintenance	173,000	218,800	160,959	-7.0%	-12,041
Debt Charges	135,560	135,560	132,199	-2.5%	-3,361
Fees	279,944	276,744	338,694	21.0%	58,750
Inter-departmental Charges	2,011,564	1,165,000	2,037,476	1.3%	25,912
Rentals	4,471,932	4,475,172	4,440,924	-0.7%	-31,008
Travelling, Training	46,500	27,550	50,200	8.0%	3,700
Contributions to Reserves	605,000	605,000	648,000	7.1%	43,000
Recoveries	-54,813	-54,813	-54,813	0.0%	0
	<b>16,781,165</b>	<b>20,186,998</b>	<b>17,512,039</b>	<b>4.4%</b>	<b>730,875</b>
<b>Revenues</b>					
Ontario grants	0	3,816,624	0	0.0%	0
Fees, Service Charges, Donations	5,978,500	2,752,410	6,230,160	4.2%	251,660
Contribution from Reserve	1,897,420	1,897,420	1,680,000	-11.5%	-217,420
Contributions From Capital Fund	49,613	49,613	0	-100.0%	-49,613
	<b>7,925,533</b>	<b>8,516,067</b>	<b>7,910,160</b>	<b>-0.2%</b>	<b>-15,373</b>
<b>NET REQUIREMENT</b>	<b>8,855,632</b>	<b>11,670,931</b>	<b>9,601,879</b>	<b>8.4%</b>	<b>746,247</b>

# 2021 Operating Budget

Form 1

**Department:** Infrastructure and Planning Services

**Activity Name:** Parking, Traffic, Transportation Planning

**Division:** Transportation

**Budget Account #:** 10880 to 10935

## Statement of Purpose:

To provide Municipal Parking, Traffic Operations and Transportation Planning services for the city.

## Highlights:

Parking revenue was significantly lower than forecast in 2020 due to the COVID-19 response. Collection of parking revenue at on street meters and lots was suspended from March to August, and enforcement focused on only critical infractions only, impacting fine revenue accordingly. Parking revenue for 2021 is expected to recover to pre-COVID levels, as continued loosening of provincial restrictions and the gradual return of downtown employment and shopping activity resumes. An \$0.25 increase in hourly parking rates and a 10% increase monthly passes has been incorporated into the budget reflecting Council direction during the budget guidelines discussion. Discounts will be introduced for those using the Hotspot online payment system to pay for hourly parking.

A Traffic Calming Study was completed in 2020, providing a new Traffic Calming Policy and recommendations for 2021 implementation of traffic calming measures in 5 neighbourhoods across the City. Under a separate project, the City has begun replacement of its Centralized Traffic Signal Control system and infrastructure to support the move to Smart Signals that automatically respond to prevailing traffic conditions.

Transportation Demand Management programs have been growing as infrastructure and service improvements are made for walking, cycling and transit. The budget includes \$60,000 in funding for GreenUP to deliver TDM programs such as Shifting Gears, Cycling Skills Training Courses and Active School Travel. Transportation

Planning staff are coordinating a Transportation Master Plan update and a Cycling Master Plan.

Transportation Statistics	2018	2019	2020 (Forecast)
<b>Parking</b>	-	-	-
Off Street Parking Lot Spaces	476.0	432.0	432.0
On Street Parking Spaces	516.0	484.0	484.0
Parking Garage Spaces	1,163.0	1,163.0	1,163.0
<b>Traffic</b>	-	-	-
Signalized Intersections	119.0	123.0	124.0
Signalized Pedestrian Crossings	14.0	15.0	16.0
Pavement Markings (km)	305.0	315.0	320.0
Railway Crossings	16.0	17.0	17.0
Street Name, Caution & Regulatory Signs	15,750.0	15,900.0	15,950.0
Adult School Crossing Guard Locations	42.0	44.0	45.0
<b>Transportation Demand Management</b>	-	-	-
Metres of New Sidewalk in Existing Development	1,076.0	1,078.0	1,438.0
Total km of Cycling Lanes	30.0	32.0	32.0
Total km of Multi-Use Trails	29.0	31.0	32.0
Total km of Side Paths Along Roads/Protected Cycling Lanes	11.0	12.0	12.0

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Parking, Traffic, Transportation Planning</b>					
<b>Expenditures</b>					
Personnel	1,687,599	1,476,475	1,722,720	2.1%	35,121
Contractual	2,102,945	2,118,368	2,181,988	3.8%	79,043
Materials, Supplies	186,180	182,700	181,290	-2.6%	-4,890
Repairs, Maintenance	240,721	192,000	186,774	-22.4%	-53,947
Debt Charges	296,091	296,091	290,474	-1.9%	-5,617
Fees	282,815	280,315	301,805	6.7%	18,990
Inter-departmental Charges	82,512	81,992	95,904	16.2%	13,393
New Equipment	4,000	3,800	3,500	-12.5%	-500
Rentals	53,105	53,181	53,238	0.3%	133
Travelling, Training	46,410	36,410	41,720	-10.1%	-4,690
Contributions to Reserves	152,000	152,000	197,406	29.9%	45,406
	<b>5,134,378</b>	<b>4,873,332</b>	<b>5,256,819</b>	<b>2.4%</b>	<b>122,441</b>
<b>Revenues</b>					
Fees, Service Charges, Donations	2,647,500	1,545,590	2,763,577	4.4%	116,077
Contributions From Capital Fund	276,000	276,000	279,728	1.4%	3,728
	<b>2,923,500</b>	<b>1,821,590</b>	<b>3,043,305</b>	<b>4.1%</b>	<b>119,805</b>
<b>NET REQUIREMENT</b>	<b>2,210,878</b>	<b>3,051,742</b>	<b>2,213,514</b>	<b>0.1%</b>	<b>2,636</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Environmental Services</b>					
<b>Expenditures</b>					
Environmental Protection	15,966,135	15,513,227	16,898,208	5.8%	932,072
Waste Management	12,695,684	12,453,411	13,514,555	6.4%	818,871
	<b>28,661,820</b>	<b>27,966,638</b>	<b>30,412,763</b>	<b>6.1%</b>	<b>1,750,943</b>
<b>Revenues</b>					
Environmental Protection	15,857,769	15,396,774	16,799,715	5.9%	941,946
Waste Management	6,061,348	5,141,800	6,872,299	13.4%	810,951
	<b>21,919,117</b>	<b>20,538,574</b>	<b>23,672,013</b>	<b>8.0%</b>	<b>1,752,897</b>
<b>Net Requirements</b>					
Environmental Protection	108,366	116,453	98,493	-9.1%	-9,873
Waste Management	6,634,336	7,311,611	6,642,256	0.1%	7,920
	<b>6,742,703</b>	<b>7,428,064</b>	<b>6,740,749</b>	<b>0.0%</b>	<b>-1,953</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Environmental Protection</b>					
<b>Expenditures</b>					
Wastewater Treatment	12,668,964	12,235,000	13,537,955	6.9%	868,991
Storm Water Collection	615,388	648,300	674,734	9.6%	59,345
Pumping Stations	191,284	191,468	204,597	7.0%	13,313
Sanitary Sewer Waste Water Collection	1,685,796	1,642,000	1,673,712	-0.7%	-12,084
Environmental Monitoring Program	474,032	465,702	481,222	1.5%	7,190
Centennial Fountain	108,366	108,453	98,493	-9.1%	-9,873
Cavan Monaghan Treatment Plant	222,304	222,304	227,495	2.3%	5,191
	<b>15,966,135</b>	<b>15,513,227</b>	<b>16,898,208</b>	<b>5.8%</b>	<b>932,072</b>
<b>Revenues</b>					
Wastewater Treatment	12,668,964	12,235,000	13,537,955	6.9%	868,991
Storm Water Collection	615,388	648,300	674,734	9.6%	59,345
Pumping Stations	191,284	191,468	204,597	7.0%	13,313
Sanitary Sewer Waste Water Collection	1,685,796	1,634,000	1,673,712	-0.7%	-12,084
Environmental Monitoring Program	474,032	465,702	481,222	1.5%	7,190
Cavan Monaghan Treatment Plant	222,305	222,304	227,495	2.3%	5,190
	<b>15,857,769</b>	<b>15,396,774</b>	<b>16,799,715</b>	<b>5.9%</b>	<b>941,946</b>
<b>Net Requirements</b>					
Sanitary Sewer Waste Water Collection	0	8,000		0.0%	0
Centennial Fountain	108,366	108,453	98,493	-9.1%	-9,873
	<b>108,366</b>	<b>116,453</b>	<b>98,493</b>	<b>-9.1%</b>	<b>-9,873</b>

## 2021 Operating Budget

Form 1

**Department:** Infrastructure and Planning Services

**Activity Name:** WWTP/PUMP

**Division:** Environmental Services - Environmental Protection

**Budget Account #:** Stations/Storm/Sani/EMP/Fountain  
11020 to 11060

### Statement of Purpose:

To operate and maintain a Class 4 Waste Water Treatment Plant (WWTP), 13 sewage pumping stations, storm and sanitary sewer collection systems and an accredited laboratory in compliance with Environmental Approval Compliance requirements. The Division also operates and maintains the Centennial Fountain in Little Lake.

### Highlights:

The plant has maintained its ability to accommodate existing demand and provides a final effluent of exceptionally high quality.

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) to complement its activities. In 2020, the laboratory successfully retained the MECP drinking water license and CALA accreditation.

Since January 1, 2017, the City has been operating the Millbrook WWTP and undertaken certain activities related to the Township sanitary collection system all under contract to the Peterborough Utilities Commission.

### Performance Data:

In 2021, the WWTP will process approximately 16 to 18 million cubic metres of sewage, and 70,000-110,000 cubic metres of landfill leachate. Actual volumes will be influenced by the amount of rainfall and snowmelt.

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 been upgraded, or are undergoing process and license upgrades to meet current environmental standards.

Average Daily Flows	2018	2019	2020 (Forecast)
Cubic Metres/Day	44,800	40,971	42,000



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Environmental Protection</b>					
<b>Expenditures</b>					
Personnel	4,005,990	4,084,145	4,267,958	6.5%	261,968
Contractual	2,515,858	2,525,564	2,569,454	2.1%	53,596
Materials, Supplies	1,584,595	1,638,072	1,715,633	8.3%	131,038
Repairs, Maintenance	209,208	206,086	207,562	-0.8%	-1,646
Fees	842,352	842,124	1,000,373	18.8%	158,021
Inter-departmental Charges	139,338	138,455	136,480	-2.1%	-2,858
Rentals	657,259	627,200	648,858	-1.3%	-8,401
Travelling, Training	145,060	90,800	165,950	14.4%	20,890
Contributions to Reserves	6,266,476	5,760,781	6,595,940	5.3%	329,464
Recoveries	-400,000	-400,000	-410,000	2.5%	-10,000
	<b>15,966,135</b>	<b>15,513,227</b>	<b>16,898,208</b>	<b>5.8%</b>	<b>932,072</b>
<b>Revenues</b>					
Waste Water Reserve Fund	14,503,814	14,239,870	15,265,780	5.3%	761,965
Fees, Service Charges, Donations	1,353,955	1,156,904	1,533,935	13.3%	179,980
	<b>15,857,769</b>	<b>15,396,774</b>	<b>16,799,715</b>	<b>5.9%</b>	<b>941,946</b>
<b>NET REQUIREMENT</b>	<b>108,366</b>	<b>116,453</b>	<b>98,493</b>	<b>-9.1%</b>	<b>-9,873</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Waste Management</b>					
<b>Expenditures</b>					
Waste Disposal and Reduction - Administration	1,167,462	1,164,900	1,173,931	0.6%	6,469
Landfill Operation	4,089,425	3,917,450	4,685,858	14.6%	596,432
Solid Waste Collection	1,734,396	1,743,522	1,756,332	1.3%	21,936
Compost Site Operation	410,211	410,180	417,941	1.9%	7,730
Electronics Recycling	87,580	92,600	94,053	7.4%	6,473
Hazardous Waste Collection	366,872	382,800	390,445	6.4%	23,573
Large Article Pick-up	23,167	23,350	23,945	3.4%	777
Green Waste Collection	618,365	620,569	624,734	1.0%	6,369
Recycling Services	4,198,205	4,098,040	4,347,316	3.6%	149,111
	<b>12,695,684</b>	<b>12,453,411</b>	<b>13,514,555</b>	<b>6.4%</b>	<b>818,871</b>
<b>Revenues</b>					
Waste Disposal and Reduction - Administration	12,982	12,900	13,000	0.1%	18
Landfill Operation	3,828,166	3,523,000	4,755,253	24.2%	927,087
Compost Site Operation	91,500	90,000	108,700	18.8%	17,200
Electronics Recycling	48,900	48,500	49,000	0.2%	100
Hazardous Waste Collection	167,000	165,000	150,000	-10.2%	-17,000
Large Article Pick-up	11,400	11,400	15,400	35.1%	4,000
Recycling Services	1,901,400	1,291,000	1,780,946	-6.3%	-120,454
	<b>6,061,348</b>	<b>5,141,800</b>	<b>6,872,299</b>	<b>13.4%</b>	<b>810,951</b>
<b>Net Requirements</b>					
Waste Disposal and Reduction - Administration	1,154,480	1,152,000	1,160,931	0.6%	6,451
Landfill Operation	261,259	394,450	-69,395	-126.6%	-330,655
Solid Waste Collection	1,734,396	1,743,522	1,756,332	1.3%	21,936
Compost Site Operation	318,711	320,180	309,241	-3.0%	-9,470
Electronics Recycling	38,680	44,100	45,053	16.5%	6,373
Hazardous Waste Collection	199,872	217,800	240,445	20.3%	40,573
Large Article Pick-up	11,767	11,950	8,545	-27.4%	-3,223
Green Waste Collection	618,365	620,569	624,734	1.0%	6,369
Recycling Services	2,296,805	2,807,040	2,566,370	11.7%	269,565
	<b>6,634,336</b>	<b>7,311,611</b>	<b>6,642,256</b>	<b>0.1%</b>	<b>7,920</b>

**Department:** Infrastructure and Planning Services

**Activity Name:** Waste Management

**Division:** Environmental Services - Waste Management

**Budget Account #:** 10975 to 11015

### Statement of Purpose:

Waste Management includes the collection, processing and disposal programs/services for garbage, recyclables, green waste, large articles, hazardous waste and electronic waste within the Environmental Services Division. The Division manages the Peterborough County/City Waste Management Facility the Material Recycling Facility, the Household Hazardous Waste Depot and the Harper Road Composting Facility.

Capital development is funded by contributing to the Waste Management Reserve Fund.

### Highlights:

Budget pressures will come from a significant decline in commodity prices for recyclable material (China's "National Sword"), increased property taxes associated with the landfill and a need to clarify with residents the proper sorting of recyclables in the blue box. A project is underway to design and attain approvals for a new organics composting facility at the Bensfort Road site. The current composting facility at Harper Road is slated to close as of January 1, 2022, and permission to extend in support of a replacement operation will be required.

Transition to a new contract service provider occurred in late 2019 with interim operations and increased costs and transition through 2020. Waste Diversion, and long-term planning are underway to optimize waste and recycling programs.

### Performance Data:

The City's waste collection and diversion programs are quite

mature resulting in excellent participation and diversion. All diversion programs result in a residential diversion rate of 50%. New, more challenging diversion opportunities continue to be investigated, including organics, reuse, bulky plastics, and textiles. A committee, including citizens, is focusing on reduction of single-use plastics has been created to investigate opportunities, and prioritize efforts in these challenging environmental times, but must balance their efforts in light of the emerging pandemic priorities.

<b>Waste Statistics (tonnes)</b>	<b>2018</b>	<b>2019</b>	<b>2020 (Forecast)</b>
Waste Used as Cover at Landfill	17,000	20,700	17,000
Landfill Recycling Diverted	6,900	5,900	5,000
Garbage Disposed at Landfill	44,700	47,000	47,000
City Blue Box Recycling (MRF)	8,600	8,100	8,400
City Green Waste/Organics	7,100	7,900	9,000
Hazardous Waste Depot	335	337	350
Electronics Recycling	200	169	200

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Waste Management</b>					
<b>Expenditures</b>					
Personnel	1,743,245	1,750,296	1,797,101	3.1%	53,857
Contractual	7,577,907	7,436,000	7,959,528	5.0%	381,621
Materials, Supplies	96,300	99,550	102,350	6.3%	6,050
Repairs, Maintenance	154,024	152,900	154,744	0.5%	720
Fees	550,959	557,450	612,380	11.1%	61,421
Other Transfers	210,000	220,000	216,000	2.9%	6,000
Inter-departmental Charges	491,622	491,400	501,920	2.1%	10,298
New Equipment	4,500	5,500	5,000	11.1%	500
Rentals	1,420,788	1,422,265	1,403,835	-1.2%	-16,953
Travelling, Training	18,100	15,500	20,300	12.2%	2,200
Contributions to Reserves	887,000	887,000	887,000	0.0%	0
County Share	-458,760	-584,450	-145,604	-68.3%	313,156
	<b>12,695,684</b>	<b>12,453,411</b>	<b>13,514,555</b>	<b>6.4%</b>	<b>818,871</b>
<b>Revenues</b>					
Waste Water Reserve Fund	195,482	192,900	218,000	11.5%	22,518
Ontario grants	845,000	845,000	930,000	10.1%	85,000
County and Other Municipal grants & fees	190,900	178,500	185,700	-2.7%	-5,200
Fees, Service Charges, Donations	4,829,966	3,925,400	5,538,599	14.7%	708,633
	<b>6,061,348</b>	<b>5,141,800</b>	<b>6,872,299</b>	<b>13.4%</b>	<b>810,951</b>
<b>NET REQUIREMENT</b>	<b>6,634,336</b>	<b>7,311,611</b>	<b>6,642,256</b>	<b>0.1%</b>	<b>7,920</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Community Services</b>					
<b>Expenditures</b>					
Community Service Administration	2,147,597	2,104,683	2,169,148	1.0%	21,551
Arts, Culture and Heritage	5,961,761	5,539,413	6,010,189	0.8%	48,428
Arenas	6,408,594	5,917,693	6,215,051	-3.0%	-193,543
Recreation	5,027,074	3,617,872	5,151,225	2.5%	124,150
Social Services	85,491,255	86,508,635	85,204,079	-0.3%	-287,176
	<b>105,036,281</b>	<b>103,688,296</b>	<b>104,749,692</b>	<b>-0.3%</b>	<b>-286,589</b>
<b>Revenues</b>					
Community Service Administration	244,596	214,399	248,621	1.6%	4,025
Arts, Culture and Heritage	1,047,905	689,521	917,163	-12.5%	-130,742
Arenas	4,029,794	2,607,858	4,038,351	0.2%	8,557
Recreation	3,905,423	1,821,826	4,053,946	3.8%	148,523
Social Services	74,015,690	75,138,470	73,577,674	-0.6%	-438,015
	<b>83,243,408</b>	<b>80,472,075</b>	<b>82,835,755</b>	<b>-0.5%</b>	<b>-407,653</b>
<b>Net Requirements</b>					
Community Service Administration	1,903,001	1,890,284	1,920,527	0.9%	17,526
Arts, Culture and Heritage	4,913,856	4,849,892	5,093,026	3.6%	179,171
Arenas	2,378,800	3,309,835	2,176,701	-8.5%	-202,099
Recreation	1,121,651	1,796,046	1,097,278	-2.2%	-24,373
Social Services	11,475,565	11,370,165	11,626,404	1.3%	150,839
	<b>21,792,873</b>	<b>23,216,221</b>	<b>21,913,937</b>	<b>0.6%</b>	<b>121,064</b>

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Community</b>					
<b>Expenditures</b>					
Office of Community Services Commissioner	407,945	408,519	420,867	3.2%	12,923
Community Project Grants	20,050	19,200	20,050	0.0%	0
Community Investment Grants	209,500	209,500	209,500	0.0%	0
Artspace	36,200	36,200	36,200	0.0%	0
Peterborough Aides Resource Network	7,310	7,310	7,310	0.0%	0
Community Care Peterborough	27,710	27,710	27,710	0.0%	0
Peterborough Music Fest	119,340	119,340	119,340	0.0%	0
Little Lake Musicfest	40,000	40,000	40,000	0.0%	0
Ptbo Folk Festival	21,450	21,450	21,450	0.0%	0
Native Learning Program	3,130	3,130	3,130	0.0%	0
Community Race Relations Committee	27,610	27,610	27,610	0.0%	0
Showplace	139,510	139,510	139,510	0.0%	0
Canadian Canoe Museum	108,362	108,362	108,362	0.0%	0
Peterborough Lions Club	27,710	27,710	27,710	0.0%	0
Peterborough Green Up	197,089	197,089	197,089	0.0%	0
Ptbo Agriculture Society	81,360	81,360	81,360	0.0%	0
Community Service Grant to Hutchison House	43,344	43,344	43,344	0.0%	0
Community Service Grant to Kawartha Food Share	33,260	33,260	33,260	0.0%	0
New Canadian Centre	48,170	48,170	48,170	0.0%	0
Market Hall	79,150	79,150	79,150	0.0%	0
Drug Strategy	32,660	32,660	32,660	0.0%	0
Peterborough Architectural Conservation Advisory Committee	17,772	17,772	17,772	0.0%	0
Community Development Program	418,965	348,617	427,594	2.1%	8,629
	<b>2,147,597</b>	<b>2,076,973</b>	<b>2,169,148</b>	<b>1.0%</b>	<b>21,551</b>
<b>Revenues</b>					
Peterborough Green Up - WWRF	47,930	47,930	47,930	0.0%	0
Community Development Program	196,666	166,469	200,691	2.0%	4,025
	<b>244,596</b>	<b>214,399</b>	<b>248,621</b>	<b>1.6%</b>	<b>4,025</b>
	<b>116</b>				



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Net Requirements</b>					
Office of Community Services Commissioner	407,945	408,519	420,867	3.2%	12,923
Community Project Grants	20,050	19,200	20,050	0.0%	0
Community Investment Grants	209,500	209,500	209,500	0.0%	0
Artspace	36,200	36,200	36,200	0.0%	0
Peterborough Aides Resource Network	7,310	7,310	7,310	0.0%	0
Community Care Peterborough	27,710	27,710	27,710	0.0%	0
Peterborough Music Fest	119,340	119,340	119,340	0.0%	0
Little Lake Musicfest	40,000	40,000	40,000	0.0%	0
Ptbo Folk Festival	21,450	21,450	21,450	0.0%	0
Native Learning Program	3,130	3,130	3,130	0.0%	0
Community Race Relations Committee	27,610	27,610	27,610	0.0%	0
Showplace	139,510	139,510	139,510	0.0%	0
Canadian Canoe Museum	108,362	108,362	108,362	0.0%	0
Peterborough Lions Club	27,710	27,710	27,710	0.0%	0
Peterborough Green Up	149,159	149,159	149,159	0.0%	0
Ptbo Agriculture Society	81,360	81,360	81,360	0.0%	0
Community Service Grant to Hutchison House	43,344	43,344	43,344	0.0%	0
Community Service Grant to Kawartha Food Share	33,260	33,260	33,260	0.0%	0
New Canadian Centre	48,170	48,170	48,170	0.0%	0
Market Hall	79,150	79,150	79,150	0.0%	0
Drug Strategy	32,660	32,660	32,660	0.0%	0
Peterborough Architectural Conservation Advisory Committee	17,772	17,772	17,772	0.0%	0
Community Development Program	222,299	182,148	226,903	2.1%	4,604
	<b>1,903,001</b>	<b>1,862,574</b>	<b>1,920,527</b>	<b>0.9%</b>	<b>17,526</b>

**2021 Operating Budget**

Form 1

**Department: Community Services****Activity Name: Community Services Administration****Division: Administration and Grants****Budget Account #: 10315, 10340****Statement of Purpose:**

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

**Highlights:**

As part of the larger Social Services Division transformation the Community Development Program has been moved to the management and budget of the Commissioner's Office as its community based programming offers a better alignment with the overall Community Services Department. This realignment will be effective for January 2021.

The Community 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.

**Performance Data:**

In 2020, through the various levels of grants awarded, a total of 80 organizations were supported.

<b>CSD - Grants</b>	<b>2018</b>	<b>2019</b>	<b>2020 (Forecast)</b>
Project	\$14,950	\$21,000	\$19,200
Investment	\$203,266	\$230,000	\$209,500
Service	\$1,000,611	\$1,051,425	\$1,091,137
Total	\$1,218,827	\$1,302,425	\$1,319,837
Number of Organizations	72	81	80

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Community Services Administration</b>					
<b>Expenditures</b>					
Personnel	340,068	340,619	352,967	3.8%	12,900
Contractual	70,237	71,260	71,260	1.5%	1,023
Materials, Supplies	13,000	16,500	16,500	26.9%	3,500
Other Transfers	1,288,027	1,314,887	1,288,027	0.0%	0
Travelling, Training	17,300	12,800	12,800	-26.0%	-4,500
	<b>1,728,632</b>	<b>1,756,066</b>	<b>1,741,554</b>	<b>0.7%</b>	<b>12,923</b>
<b>Revenues</b>					
Waste Water Reserve Fund	47,930	47,930	47,930	0.0%	0
	<b>47,930</b>	<b>47,930</b>	<b>47,930</b>	<b>0.0%</b>	<b>0</b>
<b>NET REQUIREMENT</b>	<b>1,680,702</b>	<b>1,708,136</b>	<b>1,693,624</b>	<b>0.8%</b>	<b>12,923</b>

**2021 Operating Budget**

Form 1

**Department: Community Services****Activity Name: Community Development Program****Division: Administration and Grants****Budget Account #: 10635****Statement of Purpose:**

The Community Development Program (CDP) will continue to improve the well-being of residents in the City and County through the delivery of projects, information, referrals, and support to enhance social development and fill service gaps. CDP will transition to Community Services, from Social Services, for the beginning of 2021.

**Highlights:**

Implementation of the Age-friendly Plan will continue in 2021 using innovative ways to engage, educate, and inform older adults and topic and issues that are important to their health and wellbeing. The Age-friendly Coordinator position is a 50/50 City/County cost share. \$10,000 of this cost will be covered through other community resources.

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 United Way (\$14,500), Ontario 211 (\$21,811) and food security programs (\$21,224) on a 50/50 City/County cost share. Funding to Community Care Peterborough (\$21,648) is paid 100% by the City. This funding is at 2020 levels and is reviewed on an annual basis.

Other key program areas that will advance in 2021 include: rural transportation, food security, 211, rural outreach, access to recreation, diversity and inclusion, and the Community Safety and Wellbeing Plan.

**Performance Data/Work Program:**

<b>Community Development Program</b>	<b>2018</b>	<b>2019</b>	<b>2020 (Forecast)</b>
Individuals Assisted at County Drop-Ins	577	518	129
Senior Events Participants	1,440	858	675
Homemaker Clients	91	97	97

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Community Development Program</b>					
<b>Expenditures</b>					
Personnel	216,754	216,755	221,818	2.3%	5,064
Contractual	185,898	122,996	180,690	-2.8%	-5,208
Materials, Supplies	1,000	1,000	1,000	0.0%	0
Fees	0		5,340	0.0%	5,340
Inter-departmental Charges	24,680	21,080	14,565	-41.0%	-10,115
Rentals	9,055	9,055	0	-100.0%	-9,055
Travelling, Training	5,931	2,084	4,181	-29.5%	-1,750
Recoveries	-24,353	-24,353	0	-100.0%	24,353
	<b>418,965</b>	<b>348,617</b>	<b>427,594</b>	<b>2.1%</b>	<b>8,629</b>
<b>Revenues</b>					
County and Other Municipal grants & fees	186,666	151,469	190,691	2.2%	4,025
Fees, Service Charges, Donations	10,000	15,000	10,000	0.0%	0
	<b>196,666</b>	<b>166,469</b>	<b>200,691</b>	<b>2.0%</b>	<b>4,025</b>
<b>NET REQUIREMENT</b>	<b>222,299</b>	<b>182,148</b>	<b>226,903</b>	<b>2.1%</b>	<b>4,604</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Arts, Culture and Heritage</b>					
<b>Expenditures</b>					
Arts, Culture and Heritage Administration	239,987	204,143	247,139	3.0%	7,152
Heritage Preservation Office	517,479	483,019	530,246	2.5%	12,768
PACAC	26,700	13,700	21,700	-18.7%	-5,000
Museum	933,433	910,065	950,394	1.8%	16,961
Art Gallery	960,101	845,226	928,010	-3.3%	-32,091
Library	3,284,062	3,083,260	3,332,701	1.5%	48,639
	<b>5,961,761</b>	<b>5,539,413</b>	<b>6,010,189</b>	<b>0.8%</b>	<b>48,428</b>
<b>Revenues</b>					
Arts, Culture and Heritage Administration	43,118			-100.0%	-43,118
Heritage Preservation Office	14,400	13,305	12,000	-16.7%	-2,400
PACAC	26,700	17,500	21,700	-18.7%	-5,000
Museum	252,033	196,603	259,953	3.1%	7,920
Art Gallery	399,798	251,342	362,104	-9.4%	-37,694
Library	311,856	210,771	261,406	-16.2%	-50,450
	<b>1,047,905</b>	<b>689,521</b>	<b>917,163</b>	<b>-12.5%</b>	<b>-130,742</b>
<b>Net Requirements</b>					
Arts, Culture and Heritage Administration	196,869	204,143	247,139	25.5%	50,270
Heritage Preservation Office	503,079	469,714	518,246	3.0%	15,168
PACAC		-3,800		0.0%	0
Museum	681,400	713,462	690,441	1.3%	9,041
Art Gallery	560,303	593,884	565,906	1.0%	5,603
Library	2,972,206	2,872,489	3,071,295	3.3%	99,089
	<b>4,913,856</b>	<b>4,849,892</b>	<b>5,093,026</b>	<b>3.6%</b>	<b>179,171</b>

Department: Community Services

Activity Name: ACH Administration and Heritage Preservation  
Office  
Budget Account #: 10325, 10330, 10335

Division: Arts, Culture And Heritage

### Statement of Purpose:

The Arts, Culture and Heritage Division is responsible for: the provision of arts, culture, heritage, the Municipal Cultural Plan, cultural facilities, services and resources.

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.

### Highlights:

In 2021, the Arts Culture and Heritage Administration includes: A proposed refresh for the Public Art Policy and Process, education and awareness of the City's Public Art program. Strategic goals and direction for Arts, Culture and Heritage Committee. Launch of Poet Laureate Program in partnership with EC3 which was delayed in 2020. Undertaken a review of the Municipal Cultural Plan MCP objectives and begun a review of next steps including funding levels for EC3.

The Heritage Preservation Office budget includes a 12% increase in the Heritage Property Tax Relief Program. This program has been demonstrated to generate revenues through increased assessment in excess of the tax incentive provided, but new acceptance of properties into the program has been suspended pending a funding increase.

### Performance Data:

Divisional accomplishments in 2020 include:

While the COVID-19 pandemic forced the cancellation or postponement of most public heritage programming, several projects were completed including:

- Completion of the newspaper digitization project;
- Heritage tax relief program forms and automated payment system online;
- Update to the Archaeology prediction model;
- Heritage Conservation District signage installed;
- Integration of heritage permitting process into AMANDA.

Arts Culture and Heritage Statistics	2018	2019	2020 (Forecast)
New Designations	2	9	6
HPTRP New Properties	2	-	-
HPTRP - Renewals	19	21	11
HPTRP Property Inspections	85	83	86
Doors Open Attendance	2,400	2,240	-
Support of Corporate Projects	6	6	6
Public Art - Completed Projects	1	1	1
Public Art - Projects Initiated	1	1	1
Public Art - Conservation	1	1	1
Archaeological Assessments	-	4	5



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>ACH Administration</b>					
<b>Expenditures</b>					
Personnel	404,109	368,806	413,482	2.3%	9,373
Contractual	90,266	42,266	85,288	-5.5%	-4,978
Materials, Supplies	30,835	30,835	31,183	1.1%	348
Fees	1,000	1,000	500	-50.0%	-500
Tax Write-offs	220,000	220,000	231,000	5.0%	11,000
Other Transfers	25,000	25,000	25,000	0.0%	0
New Equipment	1,875	1,875	1,894	1.0%	19
Travelling, Training	11,080	11,080	10,738	-3.1%	-342
	<b>784,165</b>	<b>700,862</b>	<b>799,085</b>	<b>1.9%</b>	<b>14,920</b>
<b>Revenues</b>					
Canada grants	15,000	8,905	10,000	-33.3%	-5,000
Fees, Service Charges, Donations	8,600	4,400	6,200	-27.9%	-2,400
Transfers from Own funds	17,500	17,500	17,500	0.0%	0
Contributions From Capital Fund	43,118		0	-100.0%	-43,118
	<b>84,218</b>	<b>30,805</b>	<b>33,700</b>	<b>-60.0%</b>	<b>-50,518</b>
<b>NET REQUIREMENT</b>	<b>699,947</b>	<b>670,057</b>	<b>765,385</b>	<b>9.3%</b>	<b>65,438</b>

## 2021 Operating Budget

Form 1

**Department:** Community Services

**Activity Name:** Museum

**Division:** Arts, Culture and Heritage

**Budget Account #:** 10345, 10350, 10360, 10355, 10365

### Statement of Purpose:

As an integral part of the collective memory of the community, the Peterborough Museum & Archives shall preserve, present and promote the heritage and culture of Peterborough and area, and also provide other significant heritage programs for the education and enjoyment of both visitors and residents.

### Highlights:

The 2021 Museum Operating Budget reflects the delivery of standard services and operations. The Performance Data for 2019 reflect the interest and attendance generated by a temporary exhibition on loan from the Canadian Museum of Nature: "Ice Age Mammals".

### Performance Data:

Museum 2019 Key Performance Indicators reflect its 5-Year Plan Accommodation Objectives (2018-2023), as approved by the Museum & Archives Advisory Committee (Report MAAC18-008).

#### 1. Visitor Experience:

- 2,042 children enriched their education through 83 curriculum-linked programs; 848 children were subsidized
- 5,440 patrons engaged in 226 events; 21 events were free, family drop-ins
- 17,998 visitors experienced the exhibition galleries during 2,853 open hours
- 6,114 patrons chose the Museum facilities for 161 gatherings

#### 2. Preservation of Collections:

- 10,205 collection database records were created, updated or

enriched

- 572 artifacts cleaned and housed for storage
- 157 artifacts and 60 linear feet of archival material were accepted into the permanent collections

#### 3. Access to Collections:

- 344 external researchers received one-on-one on-site assistance
- 292 artifacts were interpreted through 52 displays

#### 4. Fleming College Partnership:

- 95 heritage professionals-in-training were mentored while working with 547 artifacts

#### 5. Community Relations:

- 334 patrons enjoyed 6 theatre performances
- 6,525 patrons viewed 30 international film screenings
- 126 volunteers gave 7,232 hours of unpaid service

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Museum</b>					
<b>Expenditures</b>					
Personnel	661,630	657,102	671,338	1.5%	9,707
Contractual	119,718	115,973	126,410	5.6%	6,692
Materials, Supplies	94,150	82,555	93,150	-1.1%	-1,000
Repairs, Maintenance	35,572	35,572	35,686	0.3%	114
Fees	7,773	7,773	9,221	18.6%	1,448
Travelling, Training	7,590	4,090	7,590	0.0%	0
Contributions to Reserves	12,000	12,000	12,000	0.0%	0
Recoveries	-5,000	-5,000	-5,000	0.0%	0
	<b>933,433</b>	<b>910,065</b>	<b>950,394</b>	<b>1.8%</b>	<b>16,961</b>
<b>Revenues</b>					
Ontario grants	45,433	45,433	45,433	0.0%	0
Canada grants	27,200	27,993	27,200	0.0%	0
Fees, Service Charges, Donations	179,400	123,177	187,320	4.4%	7,920
	<b>252,033</b>	<b>196,603</b>	<b>259,953</b>	<b>3.1%</b>	<b>7,920</b>
<b>NET REQUIREMENT</b>	<b>681,400</b>	<b>713,462</b>	<b>690,441</b>	<b>1.3%</b>	<b>9,041</b>

## 2021 Operating Budget

Form 1

**Department:** Community Services

**Activity Name:** Art Gallery

**Division:** Arts, Culture and Heritage

**Budget Account #:** 40005 to 40050

### Statement of Purpose:

The Art Gallery of Peterborough is dedicated to contemporary Canadian visual art with a focus on artists practicing within our region. Exhibitions are enhanced with talks, tours, publications, and education programs.

### Highlights:

The AGP receives core operating funds from the Canada Council for the Arts and the Ontario Arts Council (OAC). Revenue is generated from memberships, project grants, donations, sponsorships, fundraising, Gallery Shop, education programs, and touring exhibits. We serve our diverse community through programs and partnerships with educational institutions and social service organizations.

### Performance Data:

The AGP Feasibility Study Update is ready to present to Council and the review of AGP bylaws and MOU with the City of Peterborough nearing completion.. The AGP was able to sustain funding, sponsorship, donation and education revenues in 2019 and increase program participation through our focus on outreach activities. In response to the impact of the COVID pandemic we have increased our on-line presence and modified programming to maintain connection to our community.

<b>Art Gallery Statistics</b>	<b>2018</b>	<b>2019</b>	<b>2020 (Forecast)</b>
<b>Activities and Participation</b>	-	-	-
General Art Gallery Attendance	17,149	15,143	3,000
Touring Exhibit Attendance	16,687	17,031	-
Kawartha Autumn Studio Tour KAST	5,125	5,056	1,600
<b>Attendance at Exhibitions</b>	38,961	37,230	4,600
Adult Workshops and Activities	5,334	6,879	1,900
Child and Youth Education	3,406	3,786	1,200
Family Day	916	1,046	815
<b>Attendance at Education Activities</b>	9,656	11,711	3,915
AGP Touring Exhibits Booked	2	2	-
Number of On Site Exhibitions	15	13	14
Number of Artists Exhibited	106	97	100
Number of Publications	3	1	-
Volunteers	81	89	46
Volunteer Hours	2,705	2,721	1,784
<b>Fundraising and Subsidies</b>	-	-	-
Donations, Sponsorship, Interest	\$70,816	\$62,082	\$29,000
Education Programs and KAST	\$37,886	\$42,304	\$8,000
Memberships	\$4,381	\$4,867	\$4,000
Gallery Shop and Publications	\$45,056	\$42,461	\$25,000
Fed. & Prov. Operating Grants	\$139,445	\$137,504	\$142,504
Fed. & Prov. Project Grants	\$17,304	\$16,924	\$16,000
Touring Exhibitions	\$16,080	\$20,500	\$-
<b>Total Earned and External Funding</b>	<b>\$330,948</b>	<b>\$326,642</b>	<b>\$224,504</b>

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Art Gallery</b>					
<b>Expenditures</b>					
Personnel	570,490	540,855	547,221	-4.1%	-23,269
Contractual	186,026	156,508	194,849	4.7%	8,823
Materials, Supplies	62,000	37,500	62,000	0.0%	0
Repairs, Maintenance	32,796	32,796	29,508	-10.0%	-3,288
Fees	79,289	55,567	65,931	-16.8%	-13,357
Other Transfers	4,000	1,000	3,000	-25.0%	-1,000
Rentals	10,500	10,500	10,500	0.0%	0
Travelling, Training	15,000	10,500	15,000	0.0%	0
	<b>960,101</b>	<b>845,226</b>	<b>928,010</b>	<b>-3.3%</b>	<b>-32,091</b>
<b>Revenues</b>					
Ontario grants	62,042	62,042	66,504	7.2%	4,462
Canada grants	92,500	97,500	91,500	-1.1%	-1,000
County and Other Municipal grants & fees	3,000	3,000	6,000	100.0%	3,000
Fees, Service Charges, Donations	235,256	88,300	190,100	-19.2%	-45,156
Investment Income	7,000	500	8,000	14.3%	1,000
	<b>399,798</b>	<b>251,342</b>	<b>362,104</b>	<b>-9.4%</b>	<b>-37,694</b>
<b>NET REQUIREMENT</b>	<b>560,303</b>	<b>593,884</b>	<b>565,906</b>	<b>1.0%</b>	<b>5,603</b>

# 2021 Operating Budget

Form 1

**Department:** Community Services

**Activity Name:** Library

**Division:** Arts, Culture And Heritage

**Budget Account #:** 60005, 60015, 60035

## Statement of Purpose:

The Peterborough Public Library is an agent for positive community transformation through interaction, discovery, and learning.

## Highlights:

The Library's 2021 budget includes minimal adjustments for operating costs. The most notable change is the resulting consolidation of all library technology related expenses into one dedicated line item.

A Library Service Review project was started in 2020 with the goal of engaging the community in a conversation about our core services in an effort to understand our community and member needs, and to be able to effectively serve them better.

Room Rental revenue in 2020 decreased as a result of the Library hosting the temporary emergency overflow shelter, the pandemic related facility closure, and the resulting facility capacity restrictions and collection quarantine measures in place.

2020 saw the formal dissolution of the Library Foundation, with invested funds being transferred into the care of the Library Board.

Using Library Reserve funds and Development Charges, a service enhancement in the form of a self-serve Book Kiosk at the Peterborough Sport and Wellness Centre was installed in 2020. This alternative service model pilot project was put on hold due to the pandemic.

2020 also saw the completion of an upgrade to the Library's Public Computers; switching services from a Linux based model to

Windows and improving printing and payment systems.

## Performance Data/Work Program:

Library Usage	2018	2019	2020 (Forecast)
Hours Open	3,415	3,415	2,623
Number of In-person Visits	374,750	332,176	300,000
Circulation (Print Only)	478,078	463,278	450,000
Physical Items in Collection	130,000	190,393	175,000
Collection Value	\$2,500,000	\$2,500,000	\$2,500,000
Members	16,847	13,375	14,000
Reference Inquiries	21,350	30,524	25,000
Programs Offered	236	341	250
Program Attendance	9,867	8,559	7,000
Individual Electronic Periodicals Titles	2,996	6,412	5,500
Electronic Subscriptions Use - views/downloads/streaming	182,300	190,840	180,000
Social Media Visits Individual Sessions	38,103	13,648	15,000
Public Internet Individual Sessions	56,450	53,144	50,000
Wifi Connections Individual Sessions	19,350	38,636	25,000

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Library</b>					
<b>Expenditures</b>					
Personnel	2,420,937	2,244,485	2,434,129	0.5%	13,192
Contractual	196,934	183,934	213,563	8.4%	16,629
Materials, Supplies	72,800	59,800	51,950	-28.6%	-20,850
Repairs, Maintenance	53,911	53,911	62,791	16.5%	8,880
Fees	23,880	23,530	29,247	22.5%	5,367
Inter-departmental Charges	58,000	60,000	122,500	111.2%	64,500
New Equipment	3,500	3,500	3,500	0.0%	0
Travelling, Training	19,000	19,000	19,000	0.0%	0
Contributions to Reserves	435,100	435,100	396,021	-9.0%	-39,079
	<b>3,284,062</b>	<b>3,083,260</b>	<b>3,332,701</b>	<b>1.5%</b>	<b>48,639</b>
<b>Revenues</b>					
Ontario grants	132,806	132,806	132,806	0.0%	0
Fees, Service Charges, Donations	133,050	31,965	127,600	-4.1%	-5,450
Investment Income	3,000	3,000	1,000	-66.7%	-2,000
Contribution from Reserve	43,000	43,000	0	-100.0%	-43,000
	<b>311,856</b>	<b>210,771</b>	<b>261,406</b>	<b>-16.2%</b>	<b>-50,450</b>
<b>NET REQUIREMENT</b>	<b>2,972,206</b>	<b>2,872,489</b>	<b>3,071,295</b>	<b>3.3%</b>	<b>99,089</b>





# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Arenas</b>					
<b>Expenditures</b>					
Northcrest Arena	240,104	237,906	29,550	-87.7%	-210,554
Kinsmen Arena	1,028,452	936,174	1,140,671	10.9%	112,218
Evinrude Centre	1,533,898	1,377,004	1,500,435	-2.2%	-33,462
Memorial Centre	2,658,998	2,419,467	2,597,253	-2.3%	-61,745
	<b>5,461,452</b>	<b>4,970,551</b>	<b>5,267,909</b>	<b>-3.5%</b>	<b>-193,543</b>
<b>Revenues</b>					
Northcrest Arena	130,967	79,507	0	-100.0%	-130,967
Kinsmen Arena	806,595	462,843	839,187	4.0%	32,592
Evinrude Centre	1,187,425	789,246	1,245,622	4.9%	58,197
Memorial Centre	1,904,807	1,276,263	1,953,541	2.6%	48,734
	<b>4,029,794</b>	<b>2,607,858</b>	<b>4,038,351</b>	<b>0.2%</b>	<b>8,557</b>
<b>Net Revenues Before Debt Charges</b>					
Northcrest Arena	109,137	158,399	29,550	-72.9%	-79,587
Kinsmen Arena	221,857	473,331	301,484	35.9%	79,627
Evinrude Centre	346,473	587,759	254,813	-26.5%	-91,660
Memorial Centre	754,191	1,143,204	643,712	-14.6%	-110,479
	<b>1,431,658</b>	<b>2,362,693</b>	<b>1,229,559</b>	<b>-14.1%</b>	<b>-202,099</b>
<b>Arena Debt Charges</b>					
Memorial Centre	947,142	947,142	947,142	0.0%	0
	<b>947,142</b>	<b>947,142</b>	<b>947,142</b>	<b>0.0%</b>	<b>0</b>
<b>Net Requirement</b>	<b>2,378,800</b>	<b>3,309,835</b>	<b>2,176,701</b>	<b>-8.50%</b>	<b>-202,099</b>

## 2021 Operating Budget

Form 1

**Department:** Community Services

**Division:** Arenas

**Activity Name:** Memorial Centre, Evinrude, Kinsmen, Northcrest

**Budget Account #:** 10380, 10385, 10390, 10395, 10400, 10405, 10410, 10420, 10425, 10430, 10435, 10440, 10375

### Statement of Purpose:

The Arena Division provides a wide range of programming and events that appeal to all members of the community and encourages tourist visits. The Division strives to efficiently manage all facilities and maximize use by providing affordable and attractive facilities that staff and the community can be proud of, resulting in an increase of event organizers choosing Peterborough for their events.

### Highlights:

The Division is taking a positive baseline approach preparing the 2021 budget but reduced revenues may continue beyond 2020 as community programming and ticketed events recover from the effects the COVID-19 pandemic and the resulting cancellations.

Northcrest Arena officially ceased operations as a municipal facility in May 2020, with demolition planned beyond 2021 to prepare the site for alternate use. Minimal expenses for utilities and contractual services to monitor the facility for fire and safety purposes through to demolition are included in the 2021 budget. A total of 3.25 FTE has been eliminated as a result of the Northcrest Arena closure. This reduction included 2.84 FTE Part-Time staff within Community Arenas and .41 FTE Seasonal Labourer at Morrow Park, compensating for the seasonal Full-Time Northcrest Arena staff that have been reassigned to Morrow Park and other Arena Division facilities.

Major operating budget variances for arena facilities in 2021 include substantial increases for contractual snow removal services, notably for Kinsmen Arena and Morrow Park. A large

increase in the utilities expense for Kinsmen Arena for 2021 due to the requirement to exchange the summer floor and ice schedules with Evinrude Centre to accommodate the roof project taking place 2021 through 2023.

The final phase of the software transition to PerfectMind was completed in 2020. Facility booking including ice, floor and room rentals, memberships, programs and direct point of sale transactions are now organized through one software application. The result is improved customer service through the City's website and alignment with the other Divisions within Community Services. PerfectMind also provides comprehensive reporting options to monitor programs and gather statistics. These statistics will be used for program evaluation, to assist with the planning of program delivery and to provide annual statistical reports.

### Performance Data:

#### 2019/20 Season Statistics

- Total Hours Rented On Ice Pads: 14,051
- Peterborough Memorial Centre Event Days: 61
- Morrow Building Event Days: 94
- Evinrude Centre and Kinsmen Civic Centre Event Days: 125
- Tournaments: 13
- Sports Camps and Schools (multi day/week events): 11
- Ticketed Events Sold Through PMC Box Office: 58
- Tickets Sold Through PMC Box Office: 162,660
- Public Skating Attendance: 26,878

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2019/20 Season Statistics: Affected by the Peterborough Memorial Centre floor renovation closure, Teachers' Strike and cancellations as a result of COVID-19 pandemic near the end of the 134season.

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Arenas</b>					
<b>Expenditures</b>					
Personnel	3,118,893	2,724,569	3,051,185	-2.2%	-67,708
Contractual	1,568,701	1,543,258	1,508,175	-3.9%	-60,526
Materials, Supplies	25,026	25,026	24,450	-2.3%	-576
Repairs, Maintenance	530,771	530,771	466,157	-12.2%	-64,614
Debt Charges	947,142	947,142	947,142	0.0%	0
Fees	76,770	76,743	76,720	-0.1%	-50
Inter-departmental Charges	30,650	30,517	25,938	-15.4%	-4,712
Travelling, Training	39,640	39,667	40,285	1.6%	645
Contributions to Reserves	71,001		75,000	5.6%	3,999
	<b>6,408,594</b>	<b>5,917,693</b>	<b>6,215,051</b>	<b>-3.0%</b>	<b>-193,543</b>
<b>Revenues</b>					
Fees, Service Charges, Donations	4,029,794	2,607,858	4,038,351	0.2%	8,557
	<b>4,029,794</b>	<b>2,607,858</b>	<b>4,038,351</b>	<b>0.2%</b>	<b>8,557</b>
<b>NET REQUIREMENT</b>	<b>2,378,800</b>	<b>3,309,835</b>	<b>2,176,701</b>	<b>-8.5%</b>	<b>-202,099</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Recreation Facilities and Programs</b>					
<b>Expenditures</b>					
Recreation Facilities and Program Delivery	2,221,779	1,442,226	2,263,007	1.9%	41,229
Peterborough Sport and Wellness Centre	2,805,296	2,175,646	2,888,218	3.0%	82,922
	<b>5,027,074</b>	<b>3,617,872</b>	<b>5,151,225</b>	<b>2.5%</b>	<b>124,150</b>
<b>Revenues</b>					
Recreation Facilities and Program Delivery	1,091,815	225,027	1,145,713	4.9%	53,898
Peterborough Sport and Wellness Centre	2,813,608	1,596,799	2,908,234	3.4%	94,626
	<b>3,905,423</b>	<b>1,821,826</b>	<b>4,053,946</b>	<b>3.8%</b>	<b>148,523</b>
<b>Net Requirements</b>					
Recreation Facilities and Program Delivery	1,129,964	1,217,199	1,117,294	-1.1%	-12,669
Peterborough Sport and Wellness Centre	-8,312	578,847	-20,016	140.8%	-11,704
	<b>1,121,651</b>	<b>1,796,046</b>	<b>1,097,278</b>	<b>-2.2%</b>	<b>-24,373</b>

## 2021 Operating Budget

Form 1

**Department:** Community Services

**Activity Name:** Recreation Facilities and Program Delivery

**Division:** Recreation

**Budget Account #:** 101- 10485, 10515, 10535, 10495, 10500, 10505, 10510, 10520, 10530, 10538, 10535, 10480, 10490

### Statement of Purpose:

This budget supports the staffing, planning, advertising, delivery, supervision and evaluation of the Recreation Division programs and services, including: community development/assistance activities; community gardens; facility management; direct delivery programs and instructional sports; special event projects; recreation fee subsidy program; summer aquatics program; Junior Parks; Downtown Youth Space; Peterborough Youth Commission/Council; Seniors Active Living Centres Act grants to senior recreation centres; sport field permitting; the operations of the Skateboard Park, picnic sites at Beavermead, Nicholls Oval and Jackson Park; operation of the Peterborough Marina; and oversight of Beavermead Campground.

### Highlights:

The following are key factors affecting the 2021 budget:

- Instructional Sport net revenue has increased by \$28,600 by adding a skateboard and Scooter program and a percentage of Arena program revenue
- Recreation Subsidy expenses are reduced by \$11,000 to better reflect actual usage
- There were no other enhancements to the programs or services of the Recreation Administration Division

### Performance Data/Work Program:

User Stats	2018	2019	2020 (Forecast)
Subsidy	1,335	1,464	150
Permitting	426,830	426,657	10,000
Junior Parks	929	853	-
Instructional Sports	1,598	1,532	200
Downtown Youth Space	1,967	1,361	500
Summer Aquatics (Beavermead, Rogers Cove Beaches)	10,356	12,856	14,431
Marina Seasonal	68	69	25
Marina Transient	509	484	175

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Recreation Facilities and Programs</b>					
<b>Expenditures</b>					
Personnel	872,994	757,200	891,250	2.1%	18,255
Contractual	505,977	200,334	497,543	-1.7%	-8,434
Materials, Supplies	263,299	93,308	255,100	-3.1%	-8,199
Repairs, Maintenance	171,684	61,658	172,430	0.4%	746
Fees	36,805	33,105	38,199	3.8%	1,394
Other Transfers	145,095	145,095	153,994	6.1%	8,899
Rentals	72,830	26,560	73,755	1.3%	925
Travelling, Training	12,800	9,200	10,500	-18.0%	-2,300
Contributions to Reserves	140,294	115,766	170,236	21.3%	29,942
	<b>2,221,779</b>	<b>1,442,226</b>	<b>2,263,007</b>	<b>1.9%</b>	<b>41,229</b>
<b>Revenues</b>					
Ontario grants	13,200	13,200	13,200	0.0%	0
Fees, Service Charges, Donations	1,078,615	211,827	1,132,513	5.0%	53,898
	<b>1,091,815</b>	<b>225,027</b>	<b>1,145,713</b>	<b>4.9%</b>	<b>53,898</b>
<b>NET REQUIREMENT</b>	<b>1,129,964</b>	<b>1,217,199</b>	<b>1,117,294</b>	<b>-1.1%</b>	<b>-12,669</b>

**2021 Operating Budget**

Form 1

**Department: Community Services****Activity Name: Peterborough Sport and Wellness Centre****Division: Recreation****Budget Account #: 10465****Statement of Purpose:**

The Peterborough Sport and Wellness Centre (PSWC) is a leisure recreational complex that offers community recreational programs and services. The PSWC includes features such as; leisure and therapy pools, exercise studio, fitness centre, three gymnasiums, multi-purpose meeting rooms, and a youth room. In addition to serving the City of Peterborough and surrounding communities, the PSWC serves the full-time student population at Fleming College - Sutherland Campus and the Seneca College - Aviation Campus, and is home to the Fleming College Varsity teams, The Fleming Knights. These student groups are serviced in partnership between the City of Peterborough, Fleming College and the Fleming College Student Administrative Council.

**Highlights:**

In 2021 Peterborough Sport and Wellness Centre will continue to adjust the delivery model as a result of the COVID19 changes in operations. Changes include enhanced cleaning services, focus on membership growth and engagement and adaptation of our program model, including Summer Day Camps. We will be introducing new Youth Member Classes included in our Family and Children Membership options, providing a wider range of programs for children and families to access. We will be providing fitness programs which will include a greater indoor-outdoor program mix, and utilizing the nature trails unique to the Fleming College grounds.

**Performance Data/Work Program:**

<b>Peterborough Sport &amp; Wellness Centre</b>	<b>2018</b>	<b>2019</b>	<b>2020 (Forecast)</b>
Membership Sales	\$1,123,000	\$1,200,769	\$585,000
Day Passes	\$13,000	\$11,690	\$7,500
Public Swims	\$103,000	\$88,557	\$35,000
Child and Youth	\$219,000	\$245,664	\$40,000
Swim Lessons	\$270,000	\$275,561	\$125,000



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Peterborough Sport and Wellness Centre</b>					
<b>Expenditures</b>					
Personnel	2,029,340	1,511,012	2,047,438	0.9%	18,099
Contractual	360,472	308,057	396,988	10.1%	36,516
Materials, Supplies	81,500	63,142	105,000	28.8%	23,500
Repairs, Maintenance	179,763	148,718	174,000	-3.2%	-5,763
Fees	24,778	19,778	27,937	12.7%	3,159
Inter-departmental Charges	30,693	26,734	32,104	4.6%	1,411
New Equipment	1,500	1,000	3,500	133.3%	2,000
Travelling, Training	7,250	7,205	11,250	55.2%	4,000
Contributions to Reserves	90,000	90,000	90,000	0.0%	0
	<b>2,805,296</b>	<b>2,175,646</b>	<b>2,888,218</b>	<b>3.0%</b>	<b>82,922</b>
<b>Revenues</b>					
Fees, Service Charges, Donations	2,813,608	1,596,799	2,908,234	3.4%	94,626
	<b>2,813,608</b>	<b>1,596,799</b>	<b>2,908,234</b>	<b>3.4%</b>	<b>94,626</b>
<b>NET REQUIREMENT</b>	<b>-8,312</b>	<b>578,847</b>	<b>-20,016</b>	<b>140.8%</b>	<b>-11,704</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Social Services</b>					
<b>Expenditures</b>					
Social Assistance	44,558,721	46,293,115	44,912,151	0.8%	353,430
Children's Services	18,920,538	18,220,313	18,666,053	-1.3%	-254,485
Housing & Homelessness	22,011,995	21,995,207	21,625,875	-1.8%	-386,121
	<b>85,491,255</b>	<b>86,508,635</b>	<b>85,204,079</b>	<b>-0.3%</b>	<b>-287,176</b>
<b>Revenues - County Contribution</b>					
Social Assistance	836,515	825,785	832,249	-0.5%	-4,266
Children's Services	681,204	655,630	768,441	12.8%	87,237
Housing & Homelessness	6,090,874	6,091,645	6,053,495	-0.6%	-37,379
	<b>7,608,593</b>	<b>7,573,060</b>	<b>7,654,185</b>	<b>0.6%</b>	<b>45,592</b>
<b>Revenues - Provincial &amp; Other</b>					
Social Assistance	39,311,847	41,099,169	39,766,318	1.2%	454,471
Children's Services	16,741,502	16,110,947	16,264,366	-2.9%	-477,136
Housing & Homelessness	10,353,748	10,355,294	9,892,805	-4.5%	-460,943
	<b>66,407,097</b>	<b>67,565,410</b>	<b>65,923,489</b>	<b>-0.7%</b>	<b>-483,607</b>
<b>Net Requirements</b>					
Social Assistance	4,410,359	4,368,161	4,313,584	-2.2%	-96,775
Children's Services	1,497,832	1,453,736	1,633,246	9.0%	135,413
Housing & Homelessness	5,567,373	5,548,268	5,679,574	2.0%	112,201
	<b>11,475,565</b>	<b>11,370,165</b>	<b>11,626,404</b>	<b>1.3%</b>	<b>150,839</b>



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Social Assistance</b>					
<b>Expenditures</b>					
Ontario Works Administration and Employment Services	11,773,638	11,780,638	10,223,452	-13.2%	-1,550,186
Ontario Works Mandatory Benefits	30,751,218	31,798,371	32,814,912	6.7%	2,063,694
Discretionary Benefits	1,752,179	2,432,420	1,663,787	-5.0%	-88,392
Poverty Reduction Initiatives	141,686	141,686	70,000	-50.6%	-71,686
Homemakers and Nurses	140,000	140,000	140,000	0.0%	0
	<b>44,558,721</b>	<b>46,293,115</b>	<b>44,912,151</b>	<b>0.8%</b>	<b>353,430</b>
<b>Revenues - County Contribution</b>					
Ontario Works Administration and Employment Services	772,762	762,032	780,683	1.0%	7,921
Discretionary Benefits	34,666	34,666	34,666	0.0%	0
Poverty Reduction Initiatives	24,087	24,087	11,900	-50.6%	-12,187
Homemakers and Nurses	5,000	5,000	5,000	0.0%	0
	<b>836,515</b>	<b>825,785</b>	<b>832,249</b>	<b>-0.5%</b>	<b>-4,266</b>
<b>Revenues - Provincial &amp; Other</b>					
Ontario Works Administration and Employment Services	7,291,099	7,291,099	5,631,200	-22.8%	-1,659,899
Ontario Works Mandatory Benefits	30,751,218	31,798,371	32,814,912	6.7%	-2,063,694
Discretionary Benefits	1,157,530	1,897,699	1,208,206	4.4%	50,676
Homemakers and Nurses	112,000	112,000	112,000	0.0%	0
	<b>39,311,847</b>	<b>41,099,169</b>	<b>39,766,318</b>	<b>1.2%</b>	<b>454,471</b>
<b>Net Requirements</b>					
Ontario Works Administration and Employment Services	3,709,777	3,727,507	3,811,569	2.7%	101,792
Discretionary Benefits	559,983	500,055	420,915	-24.8%	-139,068
Poverty Reduction Initiatives	117,599	117,599	58,100	-50.6%	-59,499
Homemakers and Nurses	23,000	23,000	23,000	0.0%	0
	<b>4,410,359</b>	<b>4,368,161</b>	<b>4,313,584</b>	<b>-2.2%</b>	<b>-96,775</b>

**Department:** Community Services

**Activity Name:** Social Assistance

**Division:** Social Service

**Budget Account #:** 10585, 10590, 10600, 10610, 10595, 10605, 10615, 10640, 10645, 10650

### Statement of Purpose:

To provide for personnel and other client program costs to deliver Financial Assistance and Life Stabilization activities. Eligible residents receive help with costs of food, shelter, dental, vision care and Life Stabilization supports.

### Highlights:

In 2019, the Province announced that Peterborough would be part of one of three prototype regions for the Employment Services Transformation across the Province. Beginning January 1, 2021 the City will no longer be delivering Employment Programs. The focus of Ontario Works will be life stabilization supports to clients to enhance their readiness for employment referrals.

Effective the same date, a 22% reduction in the provincial Ontario Works Administration will take place. The result is a reduction of \$1.6 million. In addition to this funding change, the Province capped Ontario Works Administration expenses at the 2018 actuals. Since then, the City cost shares have gradually increased. A restructuring of the Social Services division is taking place in the second half of 2020 to be able to live within the new funding allocation, but more importantly, to better serve our clients in our new role in 2021.

As part of the restructuring, the Community Development Program will move out of the Social Services Division to Community Services. The Homemakers Program and the Poverty Reduction Initiative will remain with the Social Services Division. The Poverty Reduction Initiative program, which is 100% municipally funded, has been reduced by \$71,686 in order to support Provincial funding cuts in other Social Services areas. This was a KPMG recommended change.

The 2019 OW actual caseload average was 3427, and the 2020 budgeted average caseload is 3428. Due to the COVID-19 pandemic, the caseload has increased (average caseload for the first six months of 2020 is 3500). Considering the longer term affects of the end of other financial supports, such as the Canadian Emergency Response Benefit (CERB) and the unknown of its impact on future unemployment rates, the 2021 average caseload has been set at 3701. Mandatory benefits are paid for 100% by the Province.

Provincial funding of OW discretionary benefits is capped at \$10 per OW and ODSP cases per month. Following up on the KPMG recommendations, staff continue to examine options to prioritize health needs within the discretionary benefits. The proposed 2021 budget includes a reduction of \$142,568 in the City costs based on reducing the costs of the recreation benefit.

### Performance Data:

\* This chart includes City and County figures.

<b>Social Assistance Statistics</b>	<b>2018</b>	<b>2019</b>	<b>2020 (Forecast)</b>
OW Caseload	3,695	3,427	3,628
Gross OW Monthly Cost per Case	\$709.62	\$734.33	\$733.27

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Social Assistance</b>					
<b>Expenditures</b>					
Personnel	7,928,699	7,928,699	7,189,279	-9.3%	-739,420
Contractual	34,637,581	36,116,150	35,954,231	3.8%	1,316,650
Materials, Supplies	117,400	95,800	105,667	-10.0%	-11,733
Repairs, Maintenance	20,000	40,000	10,000	-50.0%	-10,000
Fees	12,642	15,542	19,327	52.9%	6,685
Other Transfers	71,686	71,686	0	-100.0%	-71,686
Inter-departmental Charges	681,568	681,568	581,042	-14.7%	-100,526
New Equipment	71,340	86,340	79,400	11.3%	8,060
Rentals	808,305	1,099,136	766,006	-5.2%	-42,299
Travelling, Training	209,500	158,194	207,200	-1.1%	-2,300
Recoveries	-2,000	0	-2,000	0.0%	0
	<b>44,556,721</b>	<b>46,293,115</b>	<b>44,910,151</b>	<b>0.8%</b>	<b>353,430</b>
<b>Revenues</b>					
Ontario grants	38,953,347	40,898,169	39,510,818	1.4%	557,471
County and Other Municipal grants & fees	836,515	825,785	832,249	-0.5%	-4,266
Fees, Service Charges, Donations	356,500	201,000	253,500	-28.9%	-103,000
	<b>40,146,362</b>	<b>41,924,954</b>	<b>40,596,567</b>	<b>1.1%</b>	<b>450,205</b>
<b>NET REQUIREMENT</b>	<b>4,410,359</b>	<b>4,368,161</b>	<b>4,313,584</b>	<b>-2.2%</b>	<b>-96,775</b>





# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Children's Services</b>					
<b>Expenditures</b>					
Children's Services Administration	662,243	662,243	617,119	-6.8%	-45,124
CS - Core Funding	11,989,670	11,682,670	11,875,606	-1.0%	-114,064
Early Learning Child Care	792,960	792,960	787,023	-0.7%	-5,938
Expansion Funding	2,113,281	2,015,105	1,967,834	-6.9%	-145,447
EarlyON Child and Family Centres	1,236,657	1,262,727	1,262,727	2.1%	26,070
Directly Operated Child Care	2,125,727	1,804,608	2,155,744	1.4%	30,016
	<b>18,920,538</b>	<b>18,220,313</b>	<b>18,666,053</b>	<b>-1.3%</b>	<b>-254,485</b>
<b>Revenues - County Contribution</b>					
Children's Services Administration	51,360	51,360	98,739	92.2%	47,379
CS - Core Funding	338,075	338,075	348,981	3.2%	10,906
Early Learning Child Care	0	0	10,738	0.0%	10,738
Expansion Funding	114,771	114,771	129,438	12.8%	14,667
Directly Operated Child Care	176,998	151,424	180,545	2.0%	3,547
	<b>681,204</b>	<b>655,630</b>	<b>768,441</b>	<b>12.8%</b>	<b>87,237</b>
<b>Revenues - Provincial &amp; Other</b>					
Children's Services Administration	501,554	501,554	308,560	-38.5%	-192,994
CS - Core Funding	10,899,104	10,592,104	10,785,041	-1.0%	-114,063
Early Learning Child Care	792,960	792,960	753,312	-5.0%	-39,648
Expansion Funding	1,743,634	1,645,458	1,563,185	-10.3%	-180,449
EarlyON Child and Family Centres	1,236,657	1,262,727	1,262,727	2.1%	26,070
Directly Operated Child Care	1,567,593	1,316,144	1,591,541	1.5%	23,948
	<b>16,741,502</b>	<b>16,110,947</b>	<b>16,264,366</b>	<b>-2.9%</b>	<b>-477,136</b>
<b>Net Requirements</b>					
Children's Services Administration	109,329	109,329	209,820	91.9%	100,491
CS - Core Funding	752,491	752,491	741,584	-1.4%	-10,907
Early Learning Child Care	0	0	22,973	0.0%	22,972
Expansion Funding	254,876	254,876	275,211	8.0%	20,335
Directly Operated Child Care	381,137	337,040	383,658	0.7%	2,521
	<b>1,497,832</b>	<b>1,453,736</b>	<b>1,633,246</b>	<b>9.0%</b>	<b>135,413</b>

# 2021 Operating Budget

Form 1

**Department:** Community Services

**Activity Name:** Children's Services

**Division:** Social Services

**Budget Account #:** 10540, 10545, 10550, 10555, 10560, 10565, 10570, 10575

## Statement of Purpose:

To provide for personnel and other support costs to deliver Children's Services for the early years and childcare programs. Fee subsidy to eligible families, operating grants to licensed child care and EarlyON service providers, Special Needs Resources result in quality care for children and allows families to attend to their employment, training and parenting needs.

## Highlights:

In 2021, there will be an overall increase in licensed childcare spaces in the City and the County, resulting from the closure of two sites in the City and the expansion of spaces in licensed childcare programs in both the City and County. This growth will shift the cost share to 68% City, 32% County in 2021 from 69% City, 31% County in 2020.

In 2019, the Ministry of Education announced several key funding changes to be phased in over the next three years. In 2020, municipalities were asked to cost share the operating portion of Expansion Plan funding at a rate of 80/20 provincial/municipal. In 2021, all Children's Services administrative funding will be cost shared at a rate of 50/50 with municipalities. Previously most administration funding was at 100%. In 2022, the threshold for allowable Children's Services administration funding will be reduced from 10% to 5%. Any administration cost over the threshold amount will be 100% municipal.

In 2021, the Municipal Child Care programs will increase the per diem fees by 2% to help offset increase in costs.

In 2020, the municipality received an increase to the EarlyON Child

and Family Centre services funding to \$1,262,727. This program is 100% provincially funded. It is anticipated that in 2021 this funding will remain the same with no changes to the municipal cost share requirements.

## Performance Data/Work Program:

Children's Services	2018	2019	2020 (Forecast)
Children Served	1,829	1,830	1,850
Licensed Child Care Spaces	3,379	3,494	3,964

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Children's Services</b>					
<b>Expenditures</b>					
Personnel	2,814,063	2,513,384	2,554,869	-9.2%	-259,193
Contractual	15,437,561	15,506,609	15,244,562	-1.3%	-192,999
Materials, Supplies	86,412	67,042	90,063	4.2%	3,651
Repairs, Maintenance	9,812	9,812	9,908	1.0%	96
Fees	36,641	34,991	42,608	16.3%	5,967
Inter-departmental Charges	129,642	129,642	129,873	0.2%	232
New Equipment	2,420	2,420	2,820	16.5%	400
Rentals	133,274	116,274	143,199	7.4%	9,925
Travelling, Training	450,714	20,139	448,150	-0.6%	-2,564
Recoveries	-180,000	-180,000	0	-100.0%	180,000
	<b>18,920,538</b>	<b>18,220,313</b>	<b>18,666,053</b>	<b>-1.3%</b>	<b>-254,485</b>
<b>Revenues</b>					
Ontario grants	14,692,932	14,611,943	14,387,674	-2.1%	-305,258
County and Other Municipal grants & fees	681,204	655,630	768,441	12.8%	87,237
Fees, Service Charges, Donations	2,048,570	1,499,004	1,876,692	-8.4%	-171,878
	<b>17,422,706</b>	<b>16,766,577</b>	<b>17,032,807</b>	<b>-2.2%</b>	<b>-389,899</b>
<b>NET REQUIREMENT</b>	<b>1,497,832</b>	<b>1,453,736</b>	<b>1,633,246</b>	<b>9.0%</b>	<b>135,413</b>

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Housing &amp; Homelessness</b>					
<b>Expenditures</b>					
Housing Administration	892,640	872,433	974,168	9.1%	81,528
Peterborough Housing Corporation	3,804,000	3,804,000	3,804,000	0.0%	0
Rent Supplement Programs	2,153,250	2,153,250	2,203,250	2.3%	50,000
Non Profit and Native Housing Providers	7,165,000	7,165,000	7,015,000	-2.1%	-150,000
Housing Resource Centre	314,000	314,000	314,000	0.0%	0
Homelessness	4,432,681	4,433,344	4,788,621	8.0%	355,940
Home for Good	983,236	983,236	983,236	0.0%	0
Housing Access Peterborough	147,824	148,363	74,479	-49.6%	-73,345
Special Program Funding - DOOR	250,000	250,000	250,000	0.0%	0
Special Program Funding - IAH	1,869,365	1,871,581	1,219,121	-34.8%	-650,244
	<b>22,011,995</b>	<b>21,995,207</b>	<b>21,625,875</b>	<b>-1.8%</b>	<b>-386,121</b>
<b>Revenues - County Contribution</b>					
Housing Administration	479,577	480,052	527,400	10.0%	47,823
Peterborough Housing Corporation	1,635,742	1,635,742	1,644,696	0.5%	8,954
Rent Supplement Programs	870,126	870,126	874,890	0.5%	4,764
Non Profit and Native Housing Providers	2,644,100	2,644,100	2,584,207	-2.3%	-59,893
Housing Resource Centre	172,072	172,072	173,014	0.5%	942
Homelessness	208,250	208,250	208,250	0.0%	0
Housing Access Peterborough	81,007	81,303	41,038	-49.3%	-39,969
	<b>6,090,874</b>	<b>6,091,645</b>	<b>6,053,495</b>	<b>-0.6%</b>	<b>-37,379</b>
<b>Revenues - Provincial &amp; Other</b>					
Housing Administration	17,500	16,830	17,000	-2.9%	-500
Peterborough Housing Corporation	819,070	819,070	819,070	0.0%	0
Rent Supplement Programs	565,428	565,428	615,428	8.8%	50,000
Non Profit and Native Housing Providers	2,340,000	2,340,000	2,324,969	-0.6%	-15,031
Homelessness	3,509,149	3,509,149	3,663,935	4.4%	154,786
Home for Good	983,236	983,236	983,236	0.0%	0
Special Program Funding - DOOR	250,000	250,000	250,000	0.0%	0
Special Program Funding - IAH	1,869,365	1,871,581	1,219,167	-34.8%	-650,198
	<b>10,353,748</b>	<b>10,355,294</b>	<b>9,892,805</b>	<b>-4.5%</b>	<b>-460,943</b>

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Net Requirements</b>					
Housing Administration	395,563	375,551	429,768	8.6%	34,205
Peterborough Housing Corporation	1,349,188	1,349,188	1,340,234	-0.7%	-8,954
Rent Supplement Programs	717,696	717,696	712,932	-0.7%	-4,764
Non Profit and Native Housing Providers	2,180,900	2,180,900	2,105,824	-3.4%	-75,076
Housing Resource Centre	141,928	141,928	140,986	-0.7%	-942
Homelessness	715,282	715,945	916,436	28.1%	201,154
Housing Access Peterborough	66,817	67,060	33,441	-50.0%	-33,376
Special Program Funding - IAH	0	0	-46	0.0%	-47
	<b>5,567,373</b>	<b>5,548,268</b>	<b>5,679,574</b>	<b>2.0%</b>	<b>112,201</b>

**Department:** Community Services

**Activity Name:** Housing and Homelessness

**Division:** Social Services

**Budget Account #:** 10625, 10630, 10650 to 10735

### Statement of Purpose:

The City of Peterborough is the Service Manager for Housing and Homelessness Services. The social services division is responsible for administering, funding, overseeing standards, and providing capacity building for approximately 2,000 social housing units, 1,569 of which are Rent Geared to Income. Social Housing projects are owned and managed by 16 non-profit organizations and Peterborough Housing Corporation. Housing and Homelessness services are also responsible for providing housing options across the continuum of housing needs, from shelters, transitional and supportive housing to Rent Geared to Income (RGI) and affordable rental units. The 2020 review of the Housing and Homelessness Plan commits to ending chronic homelessness by 2025. Two key initiatives are required to meet this goal: creating more units dedicated to people experiencing homelessness and creating a response to homelessness that is housing-focused and supports people obtain and retain housing.

### Highlights:

Survey respondents to the 2021 Budget Survey ranked housing and accommodations as the most important issue facing the community.

Housing Services provides ongoing subsidy for social housing providers, ensuring compliance through program and policy support, including operational reviews and providing support for asset management. The social housing portfolio has an assessed value of more than \$150 million.

Funding for affordable housing development and housing renovation are provided through the Ontario Priorities Housing Initiative and the Canada-Ontario Community Housing Initiative. The

City also has a federal-provincial funding allocation in 2021 for portable housing benefits through the Canada Ontario Housing Benefit. Portable housing benefits are provided to people on the By-Name Priority List of people experiencing homelessness.

Homelessness Services has contracts with local partners to provide: rent supplements, housing stability funds, and various services supporting a community-wide homelessness system response. This system is continues to be under financial and service pressures related to increasing numbers of individuals and families experiencing homelessness and social distancing expectations. There continues to be a need to provide an overflow shelter option. Provincial Homelessness funding has been confirmed for the next two years with modest increases over 2020 .

### Performance Data/Work Program:

Housing & Homelessness	2018	2019	2020 (Forecast)
# of Issuances of Housing Stability Fund	2,739	2,844	2,027
Shelter Days of Care	25,231	26,713	22,000
Rent Geared to Income Housing Wait List	1,496	1,339	1,485
Average Monthly Rent - 2 Bedroom Unit	\$988	\$1,077	\$1,104
Purpose Built Rental Housing Vacancy Rate	1.1%	1.2%	2.1%

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Housing and Homelessness</b>					
<b>Expenditures</b>					
Personnel	898,460	901,285	922,709	2.7%	24,249
Contractual	20,728,020	20,667,972	19,881,126	-4.1%	-846,894
Materials, Supplies	22,535	22,535	14,500	-35.7%	-8,035
Fees	3,000	3,000	3,000	0.0%	0
Inter-departmental Charges	700,600	700,600	742,044	5.9%	41,444
Rentals	27,630	13,815	41,908	51.7%	14,278
Travelling, Training	116,750	111,000	95,587	-18.1%	-21,163
Contributions to Reserves	225,000	285,000	225,000	0.0%	0
Recoveries	-710,000	-710,000	-300,000	-57.7%	410,000
	<b>22,011,995</b>	<b>21,995,207</b>	<b>21,625,875</b>	<b>-1.8%</b>	<b>-386,121</b>
<b>Revenues</b>					
Ontario grants	9,692,070	9,693,616	9,034,627	-6.8%	-657,443
County and Other Municipal grants & fees	6,090,874	6,091,645	6,053,495	-0.6%	-37,379
Fees, Service Charges, Donations	75,000	75,000	75,000	0.0%	0
Contribution from Reserve	586,678	586,678	783,178	33.5%	196,500
	<b>16,444,622</b>	<b>16,446,939</b>	<b>15,946,300</b>	<b>-3.0%</b>	<b>-498,322</b>
<b>NET REQUIREMENT</b>	<b>5,567,373</b>	<b>5,548,268</b>	<b>5,679,574</b>	<b>2.0%</b>	<b>112,201</b>





# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 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	18,432,151	18,432,151	19,486,751	5.7%	1,054,600
Non-Tax Supported Financing Costs	10,708,000	10,158,000	10,848,000	1.3%	140,000
Waste Water Reserve Revenue	-2,500,000	-2,500,000	-2,500,000	0.0%	0
<b>Net Capital Financing Charges</b>	<b>26,640,151</b>	<b>26,090,151</b>	<b>27,834,751</b>	<b>4.5%</b>	<b>1,194,600</b>
Property Taxation Costs	2,813,396	2,755,020	3,148,020	11.9%	334,624
Other Expenditures	1,010,108	1,010,118	1,236,340	22.4%	226,232
Contingency	862,827	500,000	391,777	-54.6%	-471,050
<b>Total Net Expenditures</b>	<b>31,326,482</b>	<b>30,355,289</b>	<b>32,610,888</b>	<b>4.1%</b>	<b>1,284,406</b>

## 2021 Operating Budget

Form 1

**Department:** Corporate

**Activity Name:**

Other Financial Services

**Division:** Capital Financing Costs

**Budget Account #:**

10175, 10180

### Statement of Purpose:

To raise funds in the Operating Budget and transfer to the capital fund to help pay for the current year's capital works program. To provide for principal and interest payments on tax-supported debt that has been issued as of the beginning of the year plus an amount estimated to be issued during 2021.

To transfer funds to various reserves which, in turn, will be used to fund specific operating and capital expenditures.

### Highlights:

#### Debt and Capital Levy

Tax-supported debt charges reflected in this budget exclude debt recoverable from other non-tax sources which have been included in other departmental budgets.

On April 23, 2012, Council approved a Debt Management and Capital Financing Plan through Report CPFS12-011 presented to the Budget Committee on April 4, 2012. The Plan increased the amount of debt the City can issue as well as Capital Levy dedicated to capital projects. To phase-in the new plan, the total annual amount of new tax-supported debt charges, plus any increase in the capital levy provision is limited to a 1% impact on the all-inclusive tax increase. For 2013-2017, 1% of the all-inclusive tax increase was dedicated to additional capital projects. For 2018, the increase was reduced to .50% and for 2019 and 2020 the increase was reduced to 0%. The 2021 Budget also includes 0% of the all-inclusive tax increase dedicated to tax-supported capital funding under the Capital Financing Policy.

Transfer to the Flood Reduction Master Plan (FRMP) Reserve from

#### Capital Levy

\$1.6 million of capital levy has been transferred to the Capital Levy FRMP reserve to fund specific Flood Reduction Master Plan capital projects requested in the 2021 Budget.

#### COPHI Dividend

The dividend received from the Peterborough Utilities Group of Companies is used to bolster the annual capital levy provisions in accordance with a policy adopted by Council on March 27, 2000, based on Report FAFS00-005.

#### PDI Investment

During 2020 the sale of PDI assets to Hydro One was finalized and a committee of staff and council members was formed to review investment options for the proceeds. The 2021 budget includes \$1.5 million of the proceeds to fund a portion of the capital budget.

#### Transfer to the FRMP Reserve from Sewer Surcharge

It is being recommended that \$2.5 million of the 2021 Sewer Surcharge be transferred to the Sewer Surcharge Supported FRMP reserve to fund specific Flood Reduction Master Plan capital projects as identified in the 2021 Capital Budget. The amount is funded from Sewer Surcharge, which is levied by the PUSI on the water bills.

#### Transfer to Casino Gaming Reserve

Gaming revenues from the Casino have been estimated at \$1.64 million for 2021, taking into consideration the impact of the COVID-19 pandemic on casino operations. The 2018 Approved Budget contains the recommendation "That a Casino Gaming Reserve be created and all Casino gaming revenues be transfer into the reserve, and that except for the provision in 2018 of \$150,000 to fund expenditures of the DBIA, this reserve only be used for designated capital projects".

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Capital Financing Costs</b>					
Capital Levy	3,381,480	3,381,480	3,449,080	2.0%	67,600
Transfer to FRMP Reserve from Capital Levy	1,320,000	1,320,000	1,320,000	0.0%	0
Transfer to Waste Water Reserve Fund	1,860,000	1,860,000	1,860,000	0.0%	0
<b>Tax Supported Capital Financing</b>	<b>6,561,480</b>	<b>6,561,480</b>	<b>6,629,080</b>	<b>1.0%</b>	<b>67,600</b>
Tax Supported Debt Charges	11,870,671	11,870,671	12,857,671	8.3%	987,000
<b>Total Gross Tax Supported Capital Financing Costs</b>	<b>18,432,151</b>	<b>18,432,151</b>	<b>19,486,751</b>	<b>5.72%</b>	<b>1,054,600</b>
<b>Non Tax Supported Capital Financing Costs</b>					
COPHI Dividend	5,908,000	5,908,000	5,208,000	-11.8%	-700,000
Transfer to Casino Gaming Reserve	2,300,000	1,750,000	1,640,000	-28.7%	-660,000
PDI Investment	0		1,500,000	0.0%	1,500,000
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>10,708,000</b>	<b>10,158,000</b>	<b>10,848,000</b>	<b>1.3%</b>	<b>140,000</b>
<b>Total Gross Capital Financing Costs</b>	<b>29,140,151</b>	<b>28,590,151</b>	<b>30,334,751</b>	<b>4.10%</b>	<b>1,194,600</b>
<b>Revenue</b>					
Waste Water Reserve Revenue	2,500,000	2,500,000	2,500,000	0.0%	0
	<b>2,500,000</b>	<b>2,500,000</b>	<b>2,500,000</b>	<b>0.0%</b>	<b>0</b>
<b>Total Net Capital Financing Costs</b>	<b>26,640,151</b>	<b>26,090,151</b>	<b>27,834,751</b>	<b>4.5%</b>	<b>1,194,600</b>

**Department:** Corporate

**Activity Name:** Other Financial Services

**Division:** Property Taxation Costs

**Budget Account #:** 101-141-7548-7558

### Statement of Purpose:

To provide funding for various Property Tax Credits and Rebates, and Tax remission expenditures related to Annexation and the Municipal Property Assessment Corporation.

### Highlights:

#### Community Improvement Plans

The City has in place various incentive programs as they relate to property tax assistance including: Central Area Revitalization Grant - \$430,000, Brownfields Tax Assistance - \$205,000, and Brownfields Rehabilitation Grant Program. The increase in these programs is due to new projects expected to be assessed for 2021.

#### Municipal Property Assessment Corporation

The \$962,000 provision for the Municipal Property Assessment Corporation (MPAC) reflects an increase of 0% from 2020 actuals. MPAC is responsible for assessing all property in Ontario and operates under the authority of the Municipal Property Assessment Corporation Act.

#### Tax Credit Programs for Low Income Seniors and People with Disabilities

The amount of credit under the program for low income seniors, or the program for low income people with disabilities, is based on a flat rate of \$400. Those receiving an amount greater than \$400, based on the previous program, are grandfathered at the higher amount. Eligible property owners can only receive one of the credit programs.

#### Tax Remissions

The \$1.1 million write-off provision for a variety of tax relief programs is an estimate of the municipal tax loss due to assessment appeals and tax reductions/ cancellations that may occur under various sections of the Municipal Act. Any surplus or deficit budget at the end of the year is netted to a reserve for tax write-offs that has an unallocated balance of \$423,500 as of December 31, 2019.

#### Rebates to Registered Charities

City By-law 98-122 established a tax rebate for registered charities program that was 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 must be a registered charity as defined in Subsection 248 (1) of the Income Tax Act (Canada) and have a registration number issued by the Canada Customs and Revenue Agency. Although the legislation establishes a minimum 40% rebate requirement, at its meeting held November 14, 2005, Council resolved that the tax rebate to registered charities be increased from 40% to the lesser of 100% of taxes payable by the charities or \$50,000 effective for the 2006 taxation years and after (FAFS05-040). With approval of the 2020 budget, it was approved to begin decreasing the rebate by 5% per year for five years beginning in 2020. The 2021 budget includes a decrease in this rebate to the lesser of 90% of taxes payable by the charities or \$50,000, for a total rebate of \$315,000.

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Property Taxation Costs</b>					
<b>Expenditures</b>					
Central Area Revitalization	75,000	65,000	430,000	473.3%	355,000
Brownfields Tax Assistance CIP	260,000	276,000	205,000	-21.2%	-55,000
Mun. Property Assessment Corp	962,020	962,020	962,020	0.0%	0
Age 55 - 64 Tax Cr Municipal	15,000	15,000	16,000	6.7%	1,000
Charitable Rebates	318,000	318,000	315,000	-0.9%	-3,000
General Tax Write-offs	1,005,000	1,005,000	1,100,000	9.5%	95,000
ODSP Tax Credit	12,000	9,000	10,000	-16.7%	-2,000
Senior Citizens Tax Credit	110,000	105,000	110,000	0.0%	0
City owned Properties	56,376			-100.0%	-56,376
	<b>2,813,396</b>	<b>2,755,020</b>	<b>3,148,020</b>	<b>11.9%</b>	<b>334,624</b>

**Department:** Corporate

**Activity Name:** Other Financial Services

**Division:** Other Expenditures

**Budget Account #:** 10125, 10185, 10188, 10190, 10200

### Statement of Purpose:

To provide for various corporate and financial commitments and provide a contingency for one time or unknown expenditures.

### Highlights:

Contribution to Sick Leave/Unallocated Benefit Cost - The \$40,000 contribution to the Sick Leave reserve will increase the reserve balance to approximately \$2.86 million. The Peterborough Professional Fire Fighters Association may vest a portion of their unused sick leave and earn entitlement to a cash payment when they leave the City's employment. As of the end of 2019, the total liability under the sick leave plan is estimated to be \$2.8 million. It is recommended that any surplus budget of unallocated benefit costs at the end of the year be transferred to an Employee Benefits Reserve to provide for any other unfunded Post-Employment benefits.

Police Noise Control - The \$25,000 noise control provision is a transfer to Police Services to pay for noise-by-law enforcement.

Auditing Fees - The Audit Fees provision of \$89,660 is for the estimated expense to undertake the City's 2020 audit which will be completed in 2021. The current audit services agreement with Baker Tilly KDN LLP expires in 2021. An RFP for audit services will be completed during 2020.

Insurance and Risk Management - The \$861,280 insurance provision includes \$500,000 for estimated deductible payments; and \$361,280 for premium payments for corporate coverages and broker fees. It is recommended that any surplus or deficit budget at the end of the year be netted to the Insurance Reserve.

Under by-law 19-063, Municipal Accommodation Tax (MAT) of 4% on the purchase price of transient accommodation came into effect within the City of Peterborough. 50% of the net revenues from the MAT will be transferred to PKED, and the remaining portion will be transferred to the City's MAT reserves.

Contingency - The contingency provision is available for unexpected expenditures that may occur during the year or for items that fall under Section 239 (2) of the Municipal Act 2001, which may be discussed in a Closed Budget Committee session during the reviews. It is recommended that 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 be transferred to the Capital Levy Reserve to be used to help fund the capital works program in the following year.

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Other Expenditures</b>					
<b>Expenditures</b>					
Contribution to Sick Leave Reserve	40,000	40,000	40,000	0.0%	0
DBIA in Kind Service	27,500	27,500	27,500	0.0%	0
Police - Noise Control	25,000	25,000	25,000	0.0%	0
Auditing Fees	87,900	87,900	89,660	2.0%	1,760
Credit Rating and Debenture Expenses	30,000	30,000	30,000	0.0%	0
Insurance and Risk Management	771,218	771,218	861,280	11.7%	90,062
Postage	22,000	22,000	25,000	13.6%	3,000
Bank Service Charges	1,000	1,000	1,000	0.0%	0
Policing Costs for Little Lake Music Fest	16,000	16,000	16,000	0.0%	0
Contribution to (from) Doctors Recruitment Incentive Reserve Fund	100,000	100,000	100,000	0.0%	0
Police Board Honorarium	20,490	20,500	20,900	2.0%	410
Contribution to MAT Reserve	405,000	360,000	154,500	-61.9%	-250,500
MAT Transfer to PKED	405,000	360,000	154,500	-61.9%	-250,500
Contingency	862,827	500,000	391,777	-54.6%	-471,050
	<b>2,813,935</b>	<b>2,361,118</b>	<b>1,937,117</b>	<b>-31.2%</b>	<b>-876,818</b>
<b>Revenues</b>					
Insurance and Risk Management	131,000	131,000		-100.0%	-131,000
Municipal Accommodation Tax (MAT)	810,000	720,000	309,000	-61.9%	-501,000
	<b>941,000</b>	<b>851,000</b>	<b>309,000</b>	<b>-67.2%</b>	<b>-632,000</b>
<b>NET REQUIREMENT</b>	<b>1,872,935</b>	<b>1,510,118</b>	<b>1,628,117</b>	<b>-13.1%</b>	<b>-244,818</b>





# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Transfers to Organizations for Provision of Services Summary - Operating Budget</b>					
<b>Transfers to Organizations for Provision of Services</b>					
Police Services	-26,391,642	-26,430,838	-26,966,980	2.2%	-575,338
Fairhaven	2,029,074	2,029,074	1,905,862	-6.1%	-123,212
Peterborough County/City Paramedics Service	5,289,345	5,289,345	5,391,148	1.9%	101,803
Otonabee Region Conservation Authority	808,633	808,633	816,029	0.9%	7,396
Peterborough Public Health	1,330,450	1,463,501	1,330,450	0.0%	0
Peterborough and the Kawarthas Economic Development	999,778	999,778	999,778	0.0%	0
Peterborough Humane Society	365,194	365,194	365,194	0.0%	0
Peterborough Family Health Team	21,220	21,220	21,220	0.0%	0
Greater Peterborough Innovation Cluster	140,000	140,000	140,000	0.0%	0
DBIA	150,000	150,000	150,000	0.0%	0
	<b>37,525,336</b>	<b>37,697,583</b>	<b>38,086,661</b>	<b>1.5%</b>	<b>561,325</b>

**Department:** Police

**Activity Name:** Transfers to Organizations

**Division:** Police Services (Including Police Board)

**Budget Account #:** 20005 to 20235

### Statement of Purpose:

To provide a full range of police services, as required by the Comprehensive Ontario Police Services Act, including the Police Services Board.

The Comprehensive Ontario Police Services Act legislates that there shall be a Police Service Board for every municipality that maintains a police force.

### Highlights:

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:

Municipal board finances

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.

Estimates

50 (2) A municipal board shall submit operating and capital estimates to the municipality that will 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) 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 municipal board for the purposes described in clauses (1) (a) and (b) and, in doing so, the municipality 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.

For 2021, the net Police Services budget includes \$616,094 from Selwyn Township for police services on a contract basis to the Lakefield Ward within the Township of Selwyn.

The budget also includes \$984,998 for contracted services to the Township of Cavan Monaghan.

### Performance Data:

The budget includes additional revenue of \$1,443,245 as a result of the Court Security Prisoner Transportation (CSPT) Program from the Ministry of Community Safety and Correctional Services Grant.

This budget addresses the requirement to adequately resource core policing and administrative functions, as required under the Comprehensive Ontario Police Services Act.

Reserve planning continues with annual contributions of \$27,500 to the Strategic Plan Reserve. These funds will be utilized for the consultation, preparation and printing of the next plan for 2024-2027.

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Police Services</b>					
<b>Expenditures</b>					
Police Executive	863,394	863,393	737,859	-14.5%	-125,534
Police Operations	16,900,437	16,842,248	16,936,568	0.2%	36,131
Administrative Support	6,883,881	6,862,192	7,407,516	7.6%	523,634
Investigative Services	5,700,052	5,700,049	6,019,965	5.6%	319,913
	<b>30,347,765</b>	<b>30,267,882</b>	<b>31,101,909</b>	<b>2.5%</b>	<b>754,144</b>
<b>Police Services Revenue</b>	<b>4,346,594</b>	<b>4,197,594</b>	<b>4,363,277</b>	<b>0.4%</b>	<b>16,684</b>
<b>Net Police Services Expenditure</b>	<b>26,001,171</b>	<b>26,070,288</b>	<b>26,738,631</b>	<b>2.8%</b>	<b>737,460</b>
<b>Police Board</b>					
Police Board Expenses	390,471	360,550	294,519	-24.6%	-95,952
<b>Total Gross Police Services</b>	<b>30,738,236</b>	<b>30,628,432</b>	<b>31,396,428</b>	<b>2.1%</b>	<b>658,192</b>
<b>Total Revenue Police Services</b>	<b>4,346,594</b>	<b>4,197,594</b>	<b>4,363,277</b>	<b>0.4%</b>	<b>16,684</b>
<b>Net Cost Police Services Submitted</b>	<b>26,391,642</b>	<b>26,430,838</b>	<b>27,033,150</b>	<b>2.4%</b>	<b>641,508</b>
<b>Difference - PSB Ask and Provision within Guideline</b>	<b>0</b>		<b>-66,170</b>	<b>0.0%</b>	<b>-66,170</b>
<b>Net Cost Police Services</b>	<b>26,391,642</b>	<b>26,430,838</b>	<b>26,966,980</b>	<b>2.2%</b>	<b>575,338</b>

## 2021 Operating Budget

Form 1

**Department:** Outside Agencies

**Activity Name:** Transfers to Organizations

**Division:** Fairhaven

**Budget Account #:** 10245

### Statement of Purpose:

To provide funds for the City's share of debt principal and interest payments related to the rebuild of Fairhaven which took place in 2003 as well as a provision for the City's share of Fairhaven's Operating Budget.

### Highlights:

On December 13, 1999, Council agreed to provide long-term funding support for the Fairhaven Home Rebuild project and resolved:  
"that the Peterborough City Council include in its capital budget for the next 20 years up to \$700,000 per year, subject to the confirmation of final cost through a competitive tender process, to be put toward the capital cost of rebuilding Fairhaven Home."

At the time, the \$700,000 annual amount was to be a maximum amount that, when combined with the County's \$350,000 annual contribution, and the contribution from the Province through a \$10.35 per bed, per day subsidy, would be used by the Home to meet annual mortgage payments on an approximate \$24.5 million twenty-year mortgage expected to be taken out by the Home when construction was complete.

Under the terms of the Ministry of Health's funding formula for such "Category D" rebuild projects, the provincial contribution of 50% of the cost of the facility will be paid over 20 years as a \$10.35 per bed, per day subsidy. This provincial subsidy would amount to \$956,000 annually and would be allocated toward the debt repayment, and the balance of the debt repayment was to be paid for through operating revenues, operating surpluses (reserve transition fund), and the City/County financing commitment.

The City's commitment expires at the end 2021. The actual annual amount of this obligation for 2021 \$355,194.

In addition, a provision for Fairhaven's Operating Budget in the amount of \$1,363,500 (2019 - \$1,350,000), has been included in 2020 Operating contribution. The total obligation to Fairhaven from Operating is \$1,719,362.

As part of report CPFS12-062 dated September 4, 2012, Council resolved that, beginning with the 2013 Capital Budget, an annual amount be included to support Fairhaven's capital program for on-going capital funding for Fairhaven. An amount of \$234,289 (2019 - \$225,191) is included in Other Capital.

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Fairhaven</b>					
<b>Expenditures</b>					
Other Transfers	2,029,074	2,029,074	1,905,862	-6.1%	-123,212
	<b>2,029,074</b>	<b>2,029,074</b>	<b>1,905,862</b>	<b>-6.1%</b>	<b>-123,212</b>
<b>NET REQUIREMENT</b>	<b>2,029,074</b>	<b>2,029,074</b>	<b>1,905,862</b>	<b>-6.1%</b>	<b>-123,212</b>

## 2021 Operating Budget

Form 1

**Department:** Outside Agencies

**Activity Name:** Transfers to Organizations

**Division:** Peterborough County/City Paramedics Service  
(PCCP)

**Budget Account #:** 10235

### Statement of Purpose:

To provide funds to Peterborough County for the City's share of the Peterborough County City Paramedic (PCCP) services.

### Highlights:

The County of Peterborough is the delivery agent for the paramedic service for both the City and the County. The City's portion of PCCP expenses for 2021 has been budgeted at \$5,391,148 or a 1.1% decrease over the 2020 budget (\$5,451,226). The cost share between the City and the County is based on population. The cost share between the City and County for 2021 is unchanged from 2020 at 58.62% City and 41.38% County.

This amount is based on preliminary information from the County. A final budget is expected early in 2021. Once the final 2021 budget is known, it is recommended that any adjustments to the City's portion of the PCCP budget be netted against the 2021 general contingency provision.

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Peterborough County/City Paramedics Service</b>					
<b>Expenditures</b>					
Other Transfers	5,451,226	5,451,226	5,391,148	-1.1%	-60,078
	<b>5,451,226</b>	<b>5,451,226</b>	<b>5,391,148</b>	<b>-1.1%</b>	<b>-60,078</b>
<b>Revenues</b>					
Contribution from Reserve	161,881	161,881	0	-100.0%	-161,881
	<b>161,881</b>	<b>161,881</b>	<b>0</b>	<b>-100.0%</b>	<b>-161,881</b>
<b>NET REQUIREMENT</b>	<b>5,289,345</b>	<b>5,289,345</b>	<b>5,391,148</b>	<b>1.9%</b>	<b>101,803</b>

## 2021 Operating Budget

Form 1

**Department:** Outside Agencies

**Activity Name:** Transfers to Organizations

**Division:** Otonabee Region Conservation Authority

**Budget Account #:** 10240

### Statement of Purpose:

To provide funds to the Otonabee Region Conservation Authority (ORCA) for the City's share of operating and capital requirements.

### Highlights:

The 2021 budgeted contribution is \$816,029, which represents a 0.9% increase over the 2020 amount. The budgeted amount includes the following two items over and above the base levy:

- Source Water Protection - \$18,500
- City's portion of Special Capital Levy – Millbrook Dam - \$18,505



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Otonabee Region Conservation Authority</b>					
<b>Expenditures</b>					
Other Transfers	808,633	808,633	816,029	0.9%	7,396
	<b>808,633</b>	<b>808,633</b>	<b>816,029</b>	<b>0.9%</b>	<b>7,396</b>
<b>NET REQUIREMENT</b>	<b>808,633</b>	<b>808,633</b>	<b>816,029</b>	<b>0.9%</b>	<b>7,396</b>

## 2021 Operating Budget

Form 1

**Department:** Outside Agencies

**Activity Name:** Transfers to Organizations

**Division:** Peterborough Public Health

**Budget Account #:** 10230

### Statement of Purpose:

To provide funds to Peterborough Public Health (PPH) for the City's share of their operating requirements.

### Highlights:

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 2021 budgeted contribution is \$1,330,450 which is the same as 2020.

The Minister of Health announced at AMO that starting January 1, 2020, all municipalities will transition to a 70-30 provincial-local cost sharing funding model for public health and that in the first year, no public health unit will experience an increase over 10% of current costs as a result of this cost-sharing change.

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Peterborough Public Health</b>					
<b>Expenditures</b>					
Other Transfers	1,330,450	1,463,501	1,330,450	0.0%	0
	<b>1,330,450</b>	<b>1,463,501</b>	<b>1,330,450</b>	<b>0.0%</b>	<b>0</b>
<b>NET REQUIREMENT</b>	<b>1,330,450</b>	<b>1,463,501</b>	<b>1,330,450</b>	<b>0.0%</b>	<b>0</b>

## 2021 Operating Budget

Form 1

**Department:** Outside Agencies

**Activity Name:** Transfers to Organizations

**Division:** Peterborough & the Kawarthas Economic  
Development

**Budget Account #:** 10220

### Statement of Purpose:

To provide funds to Peterborough & the Kawarthas Economic Development (PKED) for the City's share of operating requirements.

### Highlights:

With the approval of Report CAO19-014, dated December 2, 2019, an agreement is in place 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 will obligate the City and County to participate in the funding of the Greater Peterborough Area Economic Development Corporation over the four-year period. The 2021 recommended funding in the 2021 Budget is \$999,778 which is the same as the 2020 budget.

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Peterborough and the Kawarthas Economic Development Expenditures</b> Other Transfers	999,778	999,778	999,778	0.0%	0
	<b>999,778</b>	<b>999,778</b>	<b>999,778</b>	<b>0.0%</b>	<b>0</b>
	<b>999,778</b>	<b>999,778</b>	<b>999,778</b>	<b>0.0%</b>	<b>0</b>

## 2021 Operating Budget

Form 1

**Department:** Outside Agencies

**Activity Name:** Humane Society

**Division:** Humane Society

**Budget Account #:** 10305

### Statement of Purpose:

The Peterborough Humane Society provides animal control services for the City.

### Highlights:

The City and Peterborough Humane Society (PHS) entered into a five-year agreement in 2014 ending in 2019. In 2016, the agreement was amended and extended to December 31, 2021. PHS provides animal control services including enforcement of the City's animal control by-laws and provincial legislation. In addition, PHS operates the City's Pound and issues dog and cat licenses.

The City pays an all-inclusive price for the services and PHS retains Pound fees; destruction and disposal fees; license fees and 50% of fine revenue collected.

### Performance Data:

The PHS provides the City with monthly reports detailing numbers of impounded animals; strays received; number and type of by-law complaints; number of warnings issued; charges laid; and number of tags issued.

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Peterborough Humane Society</b>					
<b>Expenditures</b>					
Other Transfers	365,194	365,194	365,194	0.0%	0
	<b>365,194</b>	<b>365,194</b>	<b>365,194</b>	<b>0.0%</b>	<b>0</b>
<b>NET REQUIREMENT</b>	<b>365,194</b>	<b>365,194</b>	<b>365,194</b>	<b>0.0%</b>	<b>0</b>

## 2021 Operating Budget

Form 1

**Department:** Outside Agencies

**Activity Name:** Transfers to Organizations

**Division:** Peterborough Family Health Team

**Budget Account #:** 10225

### Statement of Purpose:

As of July 2015, the delivery of service for the Doctor Recruitment Program moved from PKED to the Primary Health Care Services of Peterborough.

### Highlights:

Annual net costs are allocated to the City and County in proportion to their permanent population, as established by official census statistics. The City's share remains unchanged at 58.62% of the Doctor Recruitment Program, or \$21,220.



# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Peterborough Family Health Team</b>					
<b>Expenditures</b>					
Other Transfers	21,220	21,220	21,220	0.0%	0
	<b>21,220</b>	<b>21,220</b>	<b>21,220</b>	<b>0.0%</b>	<b>0</b>
<b>NET REQUIREMENT</b>	<b>21,220</b>	<b>21,220</b>	<b>21,220</b>	<b>0.0%</b>	<b>0</b>

## 2021 Operating Budget

Form 1

**Department:** Outside Agencies

**Activity Name:** Transfers to Organizations

**Division:** Greater Peterborough Innovation Cluster

**Budget Account #:** 10222

### Statement of Purpose:

To provide funds to the Greater Peterborough Innovation Cluster (GPIC) for the City's share of operating requirements.

### Highlights:

2021 is the third year of a three-year funding Agreement with GPIC. The funding agreement is for \$140,000 in each of the years 2019, 2020 and 2021.

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>Greater Peterborough Innovation Cluster</b>					
<b>Expenditures</b>					
Other Transfers	140,000	140,000	140,000	0.0%	0
	<b>140,000</b>	<b>140,000</b>	<b>140,000</b>	<b>0.0%</b>	<b>0</b>
<b>Revenues</b>					
	0		0	0.0%	0
<b>NET REQUIREMENT</b>	<b>140,000</b>	<b>140,000</b>	<b>140,000</b>	<b>0.0%</b>	<b>0</b>

## 2021 Operating Budget

Form 1

**Department:** Outside Agencies

**Activity Name:** Transfers to Organizations

**Division:** Downtown Business Improvement Area

**Budget Account #:** 10140

### Statement of Purpose:

To provide funds to the Downtown Business Improvement Area (DBIA) for promotion of the Central Area and for security purposes.

### Highlights:

In February 2017, the City made a 20-year commitment to assist the DBIA in promoting the Central Area and for security purposes, in which the City makes an annual payment to the DBIA in the amount of \$150,000. If the annual payment is not fully spent by the DBIA in any calendar year, the DBIA can retain the unspent portion in a reserve to be spent in subsequent years as required.

This commitment by the City is in addition to the City's annual commitment for cleaning in the Central Area (\$96,400) and "in-kind" moneys (\$27,500).

# CITY OF PETERBOROUGH

## 2021 Operating Budget

Description	2020 Approved	2020 Preliminary Actual	2021 Recommended	Variances 2020 - 2021 Budget	
				Over (Under) 2020 Budget %	Over (Under) 2020 Budget \$
<b>DBIA</b>					
<b>Expenditures</b>					
Other Transfers	477,933	477,933	477,933	0.0%	0
	<b>477,933</b>	<b>477,933</b>	<b>477,933</b>	<b>0.0%</b>	<b>0</b>
<b>Revenues</b>					
BIA	327,933	327,933	327,933	0.0%	0
	<b>327,933</b>	<b>327,933</b>	<b>327,933</b>	<b>0.0%</b>	<b>0</b>
<b>NET REQUIREMENT</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>0.0%</b>	<b>0</b>





**2021 Budget**

**User Fees and Charges**





## 2021 User Fees and Charges

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# Form 6

## User Fees and Charges - 2021

Department	CAO
Division	Fire Prevention
Activity	Fees for Service

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from fee	Date of Rate Change for 2021 - if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
10020-450320	Room Rental Classroom Station 1	Cost recovery for Services	1/2 Day	\$68	Y	\$340	01/01/2021	\$72	\$360
10020-450320	Room Rental Classroom Station 1	Cost recovery for Services	Full Day	\$137	Y	\$137	01/01/2021	\$144	\$144
10020-450320	Room Rental Classroom Station 3	Cost recovery for Services	1/2 Day	\$79	Y	\$237	01/01/2021	\$83	\$249
10020-450320	Room Rental Classroom Station 3	Cost recovery for Services	Full Day	\$158	Y	\$474	01/01/2021	\$166	\$497
	<b>Total 450320</b>					<b>\$1,188</b>			<b>\$1,250</b>
10020-450330	SCBA Services/Respiratory Protection	Cost recovery for Services	each	\$10	Y	\$9,250	01/01/2021	\$11	\$9,570
	<b>Total 450330</b>					<b>\$9,250</b>			<b>\$9,570</b>
11020-450325	Fire File Search	Cost recovery for Services	each	\$43	Y	\$6,235	01/01/2021	\$46	\$3,220
11020-450325	General Inspections and 9.8 OFC/Training	Cost recovery for Services	each	\$102	Y	\$1,428	01/01/2021	\$108	\$2,052
11020-450325	9.5 OFC Inspections/Vulnerable Occupancy Large	Cost recovery for Services	each	\$204	Y	\$3,876	01/01/2021	\$215	\$6,235
11020-450325	9.6 OFC Inspections	Cost recovery for Services	each	\$298	Y	\$298	01/01/2021	\$313	\$313
11020-450325	Day Care, Foster Parent and Group Home, VO Small	Cost recovery for Services	each	\$102	Y	\$3,162	01/01/2021	\$108	\$3,348
11020-450325	AGCO Licenses Inspections	Cost recovery for Services	each	\$137	Y	\$2,603	01/01/2021	\$144	\$2,736
11020-450325	Follow-up Inspection	Cost recovery for Services	each	\$260	Y	\$2,860	01/01/2021	\$273	\$3,003
	<b>Total 450325</b>					<b>\$20,462</b>			<b>\$20,907</b>
11020-450645	Response/Standby/Training/ Investigation/ Demolition	Cost recovery for Services	various	\$504	Y	\$5,985	01/01/2021	\$530	\$6,360
	<b>Total 450645</b>					<b>\$5,985</b>			<b>\$6,360</b>
<b>Total</b>						<b>\$36,885</b>			<b>\$38,087</b>

Form 6

User Fees and Charges - 2021

Department	Corporate & Legislative Services
Division	Clerks
Activity	Administration

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from fee	Date of Rate Change for 2021- if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
10290-420045	Road Closure Application Fee	Staff time can be significant to process requests, the increase is to partialy recover increasing administration costs.	per request	\$150.00	N	\$4,800.00	1-Jan-21	\$160.00	\$5,120.00
10290-420045	Filming Permit Application Fee	Staff time can be significant to process requests, the increase is to partially recover administration costs.	per request	\$525.00	N	\$525.00	1-Jan-21	\$575.00	\$575.00
	Total 420045					\$5,325.00			\$5,695.00
10290-450185	MFIPPA - Freedom of Information	To partially recover administration costs - legislated	per request	\$5.00	N	\$625.00		\$5.00	\$625.00
10290-450295	Marriage Ceremonies	To partially recover administration costs, services fees and room rental costs.	per ceremony	\$325.00	Y	\$19,500.00	1-Jan-21	\$350.00	\$21,000.00
10290-450305	Commissioner Services	To partially recover administration costs - legislated	per document	\$25.00	Y	\$10,000.00	1-Jan-21	\$26.55	\$10,620.00

# Form 6 User Fees and Charges - 2021

Department	Corporate & Legislative Services
Division	Clerks
Activity	Administration

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges	Unit Basis (Time/participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from fee	Date of Rate Change for 2021- if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
10290-420000	<b>Business Licenses</b>						1-Jan-21		
10290-420000	Adult Entertainment	To partially cover administration costs	per licence	\$1,500.00	N		1-Jan-21	\$1,575.00	
10290-420000	Auctioneer	To partially cover administration costs	per licence	\$80.00	N		1-Jan-21	\$85.00	
10290-420000	Auto Centre	To partially cover administration costs		\$100.00			1-Jan-21	\$105.00	
10290-420000	Bakeshop	To partially cover administration costs	per licence	\$190.00	N		1-Jan-21	\$200.00	
10290-420000	Barber Shop/Hairdressing	To partially cover administration costs	per licence	\$190.00	N		1-Jan-21	\$200.00	
10290-420000	Body Modification	To partially cover administration costs	per licence	\$190.00	N		1-Jan-21	\$200.00	
10290-420000	Butcher Shop	To partially cover administration costs	per licence	\$190.00	N		1-Jan-21	\$200.00	
10290-420000	Dry Cleaner/Laundromat	To partially cover administration costs	per licence	\$190.00	N		1-Jan-21	\$200.00	
10290-420000	Lodging House - Rental Dwelling Units	To partially cover administration costs	per licence	\$75.00	N		1-Jan-21	\$80.00	
10290-420000	Lodging House - Rental Dwelling Units - Renewal Fee	To partially cover administration costs	per licence				1-Jan-21	\$55.00	
10290-420000	Lodging House - Small	To partially cover administration costs	per licence	\$250.00	N		1-Jan-21	\$275.00	
10290-420000	Lodging House - Small, renewal fee						1-Jan-21	\$185.00	
10290-420000	Lodging House - Small, Follow-up Inspection Fee						1-Jan-21	\$265.00	
10290-420000	Lodging House - Large	To partially cover administration costs	per licence	\$400.00	N		1-Jan-21	\$450.00	
10290-420000	Lodging House - Large, renewal fee						1-Jan-21	\$225.00	
10290-420000	Lodging House - Large, Follow-up Inspection Fee						1-Jan-21	\$425.00	
10290-420000	Mobile Canteen	To partially cover administration costs	per licence	\$190.00	N		1-Jan-21	\$200.00	
10290-420000	Pet Grooming Parlour	To partially cover administration costs	per licence	\$190.00	N		1-Jan-21	\$200.00	
10290-420000	Plumber/Drain Layer	To partially cover administration costs	per licence	\$190.00	N		1-Jan-21	\$200.00	
10290-420000	Restaurant or Caterer	To partially cover administration costs	per licence	\$190.00	N		1-Jan-21	\$200.00	
10290-420000	Salvage Yard	To partially cover administration costs	per licence	\$400.00	N		1-Jan-21	\$425.00	
10290-420000	Sheet Metal Worker	To partially cover administration costs	per licence	\$100.00	N		1-Jan-21	\$105.00	
10290-420000	Temporary Trader	To partially cover administration costs	per lic/daily	\$100.00	N		1-Jan-21	\$125.00	
10290-420000	Temporary Trader	To partially cover administration costs	per lic/annual	\$800.00	N		1-Jan-21	\$850.00	
10290-420000	<b>Sub total 420000 - business lic.</b>					<b>\$87,500.00</b>			<b>\$87,500.00</b>
10290-420000		Public Works barricade/sign placement and removal	per hour/if required	\$75.00	N			\$75.00	

Form 6

User Fees and Charges - 2021

Department	Corporate & Legislative Services
Division	Clerks
Activity	Administration

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from fee	Date of Rate Change for 2021- if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
10290-420000		Police Resources - Onsite Officer	per hour/if required	\$65.00	N			\$65.00	
10290-420000		Police Resources - Onsite Supervisor	per hour/if required	\$70.00	N			\$70.00	
10290-420000		Police Resources - Vehicle	per vehicle/if required	\$100.00	N			\$100.00	
10290-420000		Parking-in-lieu	per occupied space/if required	\$10.00	N			\$10.00	
	Sub total 5602 - Other					\$0.00			\$0.00
	Total 420000					\$87,500.00			\$87,500.00
10290-420005	Marriage Licenses	To recover licence costs and partially recover administration costs	per licence	\$135.00	N	\$67,500.00	1-Jan-21	\$145.00	\$72,500.00
10290-420010	Lottery Licenses	To recover administration costs	per licence	3% of prize	N	\$115,000.00		3% of prize	\$115,000.00
10290-420015	Group Home Registrations	To partially recover administration costs	per registration	\$40.00	N	\$1,080.00	1-Jan-21	\$50.00	\$1,350.00
10290-420020	Miscellaneous Permits	To partially recover administration costs	per affidavit	\$25.00	N	\$500.00	1-Jan-21	\$28.00	\$500.00
10290-420040	Vital Statistics, Death Registrations	To partially recover administration costs - legislated	per registration	\$25.00	N	\$30,000.00	1-Jan-21	\$30.00	\$36,000.00
	Total					\$337,030.00			\$350,790.00

# Form 6

## User Fees and Charges - 2021

Department	Corporate & Legislative Services
Division	Financial Services
Activity	Property Taxes and Other

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service,	Unit Basis (Time/participant etc.)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from fee	Date of Rate Change for 2021 applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
10165-450090	Tax certificate	To recover cost of producing certificate	per certificate	\$65.00	N	\$95,000.00	01/01/2021	\$68.25	\$94,500.00
10165-440920	Admin Fee - add O/S Charges to Taxes	To partially recover staff preparation time	per roll	\$25.00	N	\$1,500.00	01/01/2021	\$26.25	\$1,575.00
10165-440920	Admin Fee on Civil Enforcement of Orders or Judgements	To partially recover staff preparation time	per order	\$25.00	N	\$1,500.00	01/01/2021	\$26.25	\$1,575.00
	<b>Total 440920</b>					<b>\$3,000.00</b>			<b>\$3,150.00</b>
	<b>Fees for Tax Sale</b>								
10165-450095	Farm Debt Letter & Bankruptcy Act Notice	To partially recover staff preparation time	per letter	\$50.00	N	\$2,000.00	01/01/2021	\$52.50	\$2,993.00
10165-450095	Registration Preparation	To partially recover staff preparation time	per roll	\$125.00	N	\$3,000.00	01/01/2021	\$131.25	\$3,150.00
10165-450095	Cancellation Price Calculation	To partially recover staff preparation time	per roll	\$175.00	N	\$4,200.00	01/01/2021	\$183.75	\$551.00
10165-450095	Cancellation Certificate Preparation	To partially recover staff preparation time	per roll	\$100.00	N	\$2,400.00	01/01/2021	\$105.00	\$525.00
10165-450095	Extension Agreement	To partially recover staff preparation time	per roll	\$250.00	N	\$250.00	01/01/2021	\$262.50	\$0.00
10165-450095	Default of Extension Agreement	To partially recover staff preparation time	per roll	\$50.00	N	\$50.00	01/01/2021	\$52.50	\$0.00
10165-450095	Sale Administration Cost - Public Tender	To partially recover staff preparation time	per roll	\$600.00	N	\$600.00	01/01/2021	\$630.00	\$630.00
10165-450095	Sale Administration Cost - Public Auction	To partially recover staff preparation time	per roll	\$700.00	N	\$700.00	01/01/2021	\$735.00	\$0.00
10165-450095	Advertising: Drafting Ads	To recover all of the cost	per ad	\$250.00	N	\$500.00	01/01/2021	\$262.50	\$525.00
10165-450095	Advertising: 4 weeks in local paper	To recover all of the cost	per ad	actual cost	N			actual cost	
10165-450095	Advertising: 1 time in Ontario Gazette	To recover all of the cost	per ad	actual cost	N			actual cost	
10165-450095	Auctioneer's Fee	To recover all of the cost	per fee	actual cost	N			actual cost	
10165-450095	Property Appraisal	To recover all of the cost	per appraisal	actual cost	N			actual cost	
10165-450095	Treasurer's Statement	To partially recover staff preparation time	per roll	\$275.00	N	\$275.00		\$288.75	\$288.75
	<b>Total 450095</b>					<b>\$13,975.00</b>			<b>\$8,662.75</b>
10165-450105	Revenue Canada Letters	To partially recover staff preparation time	per letter	195 \$20.00	N	\$800.00	01/01/2021	\$21.00	\$840.00

## Form 6

### User Fees and Charges - 2021

<b>Department</b>	Corporate & Legislative Services
<b>Division</b>	Financial Services
<b>Activity</b>	Property Taxes and Other

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service,	Unit Basis (Time/participant etc.)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from fee	Date of Rate Change for 2021 applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
10165-450105	Mortgage Company Inquiries	To partially recover staff preparation time	per roll	\$10.00	N	\$800.00	01/01/2021	\$10.50	\$840.00
10165-450105	Mortgage Listing Fee	To partially recover staff preparation time	per roll	\$5.00	n	\$64,000.00	01/01/2021	\$5.25	\$67,200.00
10165-450105	Tax receipts/Statement of Account	To partially recover staff preparation time	per receipt/statement	\$20.00	N	\$7,000.00	01/01/2021	\$21.00	\$8,400.00
10165-450105	Photocopies	To recover cost	per photocopy	\$0.50	N	\$50.00		\$0.50	\$50.00
10165-450105	Faxing Tax Receipt/Statement of Account to Local Phone Number	To recover cost	per fax	\$1.00	N	\$50.00		\$1.00	\$50.00
10165-450105	Faxing Tax Receipt/Statement of Account to Long Distance Phone Number	To recover cost	per fax	\$5.00	N	\$100.00		\$5.00	\$100.00
10165-450105	Tax Bill Reprints	To partially recover staff preparation time	per roll	\$20.00	N	\$1,200.00	01/01/2021	\$21.00	\$1,260.00
	<b>Total 450105</b>					<b>\$74,000.00</b>			<b>\$78,740.00</b>
10165-450110	Ownership Change Fee	To partially recover staff time	per roll/change event	\$40.00	N	<b>\$64,000.00</b>	01/01/2021	\$42.00	<b>\$38,850.00</b>
10165-450115	Apportionment Fee	To partially recover staff time	per roll	\$50.00	N	<b>\$6,000.00</b>	01/01/2021	\$52.00	<b>\$16,800.00</b>
10165-450120	Collection Admin Fee	To recover staff preparation time	per event	\$25.00	N	<b>\$4,000.00</b>	01/01/2021	\$26.25	<b>\$4,200.00</b>
Various	Returned Payments Charges	To recover administration costs	Per NSF cheque	\$35.00	N			\$35.00	
Various	Interest on Overdue Accounts	To recover lost interest revenue	Per Month Overdue	1.25%	N			1.25%	
	<b>Total 10165</b>					<b>\$259,975.00</b>			<b>\$244,902.75</b>
10128-400105	Waste Management fee On Properties Exempt from regular taxation	To partially recover cost of waste management	CVA x Waste Management Rates for current year	2020 Waste Management rates	N	<b>\$196,453.00</b>		2021 Waste Management rates	<b>\$223,455.00</b>



**Form 6**  
**User Fees and Charges - 2021**

<b>Department</b>	<b>Corporate &amp; Legislative Services</b>
<b>Division</b>	Financial Services
<b>Activity</b>	Peterborough Humane Society

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from fee	Date of Rate Change for 2021 - if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
	<b>Impoundment Fees</b>								
	Boarding Fee (daily)	To recover associated costs	per day	\$15.00	N	N/A	Jan 1/21	\$16.50	N/A
	Cat Impound Fee	To recover associated costs	per occurrence	\$50.00	N	N/A	Jan 1/21	\$60.00	N/A
	Dog Impound Fee	To recover associated costs	per occurrence	\$100.00	N	N/A	Jan 1/21	\$120.00	N/A
	Veterinarian Fee (Based on actual fee)	To recover associated costs							
	<b>Licensing Fees - Dog</b>								
	Renewal by January 31st - Spayed/Neutered	To recover associated costs	per license	\$25.00	N	N/A	Jan 1/21	\$30.00	N/A
	Renewal by January 31st - Unaltered	To recover associated costs	per license	\$50.00	N	N/A	Jan 1/21	\$60.00	N/A
	Feb 1st - May 31st - Spayed/Neutered	To recover associated costs	per license	\$50.00	N	N/A			N/A
	Feb 1st - May 31st - Unaltered	To recover associated costs	per license	\$75.00	N	N/A			N/A
	June 1st - Dec. 31st - Spayed/Neutered	To recover associated costs	per license	\$75.00	N	N/A			N/A
	June 1st - Dec. 31st - Unaltered	To recover associated costs	per license	\$100.00	N	N/A			N/A
	New Dog Obtained After September 1st	To recover associated costs	per license	\$15.00	N	N/A			N/A
	Lost Tag Replacement	To recover associated costs	per tag	\$10.00	N	N/A			N/A
	Late Fee	To recover associated costs	per license	\$0.00	N	N/A	Jan 1/21	\$20.00	N/A
	<b>Licensing Fees - Senior (60+ yrs)</b>								
	Renewal by January 31st - Spayed/Neutered	To recover associated costs	per license	\$15.00	N	N/A	Jan 1/21	\$20.00	N/A
	Renewal by January 31st - Unaltered	To recover associated costs	per license	\$35.00	N	N/A	Jan 1/21	\$40.00	N/A
	Feb 1st - May 31st - Spayed/Neutered	To recover associated costs	per license	\$30.00	N	N/A			N/A
	Feb 1st - May 31st - Unaltered	To recover associated costs	per license	\$50.00	N	N/A			N/A
	June 1st - Dec. 31st - Spayed/Neutered	To recover associated costs	per license	\$45.00	N	N/A			N/A
	June 1st - Dec. 31st - Unaltered	To recover associated costs	per license	\$65.00	N	N/A			N/A
	New Dog Obtained After September 1st	To recover associated costs	per license	\$15.00	N	N/A			N/A
	Lost Tag Replacement	To recover associated costs	per tag	\$10.00	N	N/A			N/A
	Late Fee	To recover associated costs	per license	\$0.00	N	N/A	Jan 1/21	\$20.00	N/A
	<b>Licensing Fees - Cat</b>								
	Cat - Spayed/Neutered	To recover associated costs	per license	\$20.00	N	N/A	Jan 1/21	\$25.00	N/A
	Cat - Unaltered	To recover associated costs	per license	\$25.00	N	N/A	Jan 1/21	\$30.00	N/A
	Cat (Fee for Seniors) - Spayed/Neutered	To recover associated costs	per license	\$10.00	N	N/A	Jan 1/21	\$15.00	N/A
	Cat (Fee for Seniors) - Unaltered	To recover associated costs	per license	\$15.00	N	N/A	Jan 1/21	\$20.00	N/A
	Lost Tag Replacement	To recover associated costs	per tag	\$10.00	N	N/A			N/A
	Late Fee	To recover associated costs	per license	\$0.00	N	N/A	Jan 1/21	\$10.00	N/A
	<b>Other Fees</b>								
	Kennel Fee	To recover associated costs	per unit	\$150.00	N	N/A	Jan 1/21	\$175.00	N/A
	Payment Processing Fee	To recover associated costs	credit card transactions only	\$1.50	N	N/A			N/A
	Replacement Tag	To recover associated costs	per tag	\$10.00	N	N/A			N/A

## Form 6

### User Fees and Charges - 2021

<b>Department</b>	<b>Corporate &amp; Legislative Services</b>
<b>Division</b>	<b>Office of the City Solicitor</b>
<b>Activity</b>	Legal

[illegible]

# **Form 6** **User Fees and Charges - 2021**

Department	Legal Services
Division	Provincial Offences Office
Activity	Provincial Offences Office

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from fee	Date of Rate Change for 2021 - if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
10310-430010	Conviction fee	Government Legislated fee	per ticket	\$5.00	N			\$5.00	
10310-430010	Conviction fee at trial sentenced in absentia	Government Legislated fee	per ticket	\$10.00	N			\$10.00	
10310-430010	NSF charges	Government Legislated fee	per NSF cheque	\$35.00	N			\$35.00	
10310-430010	Photocopy fees	Government Legislated fee	per page	\$1.00	N			\$1.00	
10310-430010	Certified copies	Government Legislated fee	per page	\$3.50	N			\$3.50	
10310-430010	Administration default fee non-payment	Government Legislated fee	per ticket	\$40.00	N			\$40.00	
10310-430010	Conviction fee for Parking-Fail to Respond	Government Legislated fee	per ticket	\$16.00	N			\$16.00	
10310-430010	Non-appearance for trial held exparte	Government Legislated fee	per ticket	\$30.00	N			\$30.00	
10310-430010									
10310-430010									
10310-430010	Transcription fees	Government Legislated fee	per page	\$4.30	N			\$4.30	
10310-430010	Transcription fees - Expedited	Government Legislated fee	per page	\$6.00	N			\$6.00	
10310-430010	Transcription fees - 24 hr delivery	Government Legislated fee	per page	\$8.00	N			\$8.00	
10310-430010	Digital Transcription fees	Government Legislated fee	per transcript	\$20.00	N			\$20.00	

**Form 6**  
**User Fees and Charges - 2021**

<b>Department</b>	Planning & Development Services
<b>Division</b>	Planning Division
<b>Activity</b>	Application Amendment Fees

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from Fee	Date of Rate Change for 2021 - if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from Fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
	<b>Zoning By-Law Amendments</b>								
11120-450370	Residential	To partially recover costs of processing application	per unit	\$35.00/dwelling unit + base fee of \$1,100	N		01/01/2021	\$45.00/dwelling unit + base fee of \$1,500	
11120-450370	Commercial or Industrial	To partially recover costs of processing application	per sq.m.	\$0.7/sq.m. building floor area + base fee of \$1,100	N		01/01/2021	\$1.0/sq.m. building floor area + base fee of \$1,500	
11120-450370	Other fees	To partially recover costs of processing application	per sq.m.	\$0.4/sq.m. building floor area + base fee of \$1,100	N		01/01/2021	\$0.4/sq.m. building floor area + base fee of \$1,500	
	<b>Official Plan Amendment</b>								
11120-450370	Schedule A (Commercial or Industrial designations) Schedule I, J & O	To partially recover the cost of processing applications	per fee	\$4,800.00	N		01/01/2021	\$6,000.00	
11120-450370	Commercial or Industrial Policy Changes	To partially recover the cost of processing applications	per fee	\$4,800.00	N		01/01/2021	\$6,000.00	
11120-450370	Amendments to remaining schedules or text	To partially recover the cost of processing applications	per fee	\$2,900.00	N		01/01/2021	\$3,600.00	
11120-450370	<b>Subdivision or Condominium Plans</b>	To partially recover the cost of processing applications		\$35.00/ha of lot area + base fee of \$4,400	N		01/01/2021	\$45.00/ha of lot area + base fee of \$6,000	
11120-450370	Subdivision Compliance Letter	To partially recover the cost of processing applications	per letter	\$95.00	N		01/01/2021	\$125.00	
11120-450370	Extensions to Draft Approval	To partially recover the cost of processing applications	per approval	\$1,750.00	N		01/01/2021	\$2,200.00	
11120-450370	Condominium Exemption from Draft Approval	To partially recover the cost of processing applications	per approval	\$900.00	N		01/01/2021	\$1,200.00	
11120-450370	Amendments to Approved Plans and/or Draft Conditions - Notice Required	To partially recover the cost of processing applications		\$1,750.00	N		01/01/2021	\$2,200.00	
11120-450370	Amendments to Approved Plans and/or Draft Conditions - No Notice Required	To partially recover the cost of processing applications		\$900.00	N		01/01/2021	\$1,200.00	

**Form 6**  
**User Fees and Charges - 2021**

<b>Department</b>	Planning & Development Services
<b>Division</b>	Planning Division
<b>Activity</b>	Application Amendment Fees

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from Fee	Date of Rate Change for 2021 - if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from Fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
	<b>Site Plans</b>								
11120-450370	Residential	To partially recover the cost of processing applications	per dwelling unit	\$30 per unit + base fee of \$800	N		01/01/2021	\$40 per unit + base fee of \$1000	
11120-450370	Non-Residential & Mixed Use		per sq.m.	\$0.4/sq.m. of new building foot print + base fee of \$1,200	N		01/01/2021	\$0.6/sq.m. of new building foot print + base fee of \$1,500	
11120-450370		Where Site Plan Approval is a condition of a Committee of Adjustment decision, or a rezoning approval, the base fee for Residential is reduced to \$540.00, and for Non-residential and Mixed Use is reduced to \$830.00		\$475 for residential and \$730 for non-res and mixed use	N		01/01/2021	\$600 for residential and \$900 for non-res and mixed use	
11120-450370	Amendments to approved site plans	Minor		\$575.00	N		01/01/2021	\$720.00	
11120-450370		Major Residential		\$800.00	N		01/01/2021	\$1,000.00	
11120-450370		Major (All other)		\$1,200.00	N		01/01/2021	\$1,500.00	
11120-450370	Roof-top Patios	To partially recover cost of processing applications		\$265.00	N		01/01/2021	\$330.00	
11120-450370	Outdoor Cafés	To partially recover cost of processing applications		\$150.00	N		01/01/2021	\$200.00	
11120-450370	Extensions to Site Plan approval Period	To partially recover cost of processing applications		\$400.00	N		01/01/2021	\$500.00	
11120-450370	Site Plan Compliance Letter	To partially recover cost of processing applications		\$85.00	N		01/01/2021	\$100.00	
	<b>Other Fees</b>								
11120-450370	Part Lot Control Exemption	To partially recover cost of processing applications	per lot	\$1,600 + \$25/lot	N		01/01/2021	\$2,000 + \$40/lot	
11120-450370	Removal of Holding Provision	To partially recover cost of processing applications		\$400.00	N		01/01/2021	\$500.00	
11120-450370	Sign By-Law Amendments	To partially recover cost of processing applications		\$870.00	N		01/01/2021	\$1,000.00	
11120-450370	Other Agency Circulations						01/01/2021	\$250.00	
	<b>Total</b>					\$90,000.00			<b>\$115,000.00</b>
11120-450380	<b>Development Engineering Review</b>	To partially recover cost of processing applications	% of const. \$	5.5% of const \$		N/A		5.5% of const \$	<b>\$8,500.00</b>
	<b>Committee of Adjustment</b>								
11120-440600	<b>Minor Variances</b>	Single and Two-unit residential properties	1 and 2 units	\$440.00	N		01/01/2021	\$550.00	
11120-440600	All Others (inc. Sign By-law)			\$600.00	N		01/01/2021	\$750.00	
11120-440600	<b>Severances</b>						01/01/2021		
11120-440600	Creation of a new building Lot	To partially recover cost of processing applications	per lot	\$600 + additional \$130/lot	N		01/01/2021	\$750 + additional \$160/lot	
11120-440600	All Others (Eg. Additions, easements)	To partially recover cost of processing applications		\$600.00	N		01/01/2021	\$750.00	
11120-440600	Reissuance of Consent Certificates	To partially recover cost of processing applications		\$55.00	N		01/01/2021	\$75.00	
11120-440600	Request of Change of Conditions for Provisional Consent	To partially recover cost of processing applications		\$50.00+advertising	N		01/01/2021	\$75.00+advertising	
11120-440600	Recirculation	To partially recover cost of processing applications					01/01/2021	\$250.00	
	<b>Total Committee of Adjustment</b>					\$40,000.00			<b>\$50,000.00</b>
	<b>Real Estate Due Diligence</b>								

**Form 6**  
**User Fees and Charges - 2021**

<b>Department</b>	Planning & Development Services
<b>Division</b>	Planning Division
<b>Activity</b>	Application Amendment Fees

G/L Account Number C1	User Fee Name and Description C2	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc) C3	Unit Basis (Time/ participant etc) C4	Current Rate Presently In Effect C5	HST Y or N C6	2020 Total Budgeted Rev from Fee C7	Date of Rate Change for 2021 - if applicable C8	Proposed Rate as per 2021 Budget C9	2021 Total Budgeted Rev from Fee C10
11120-450220	Due Diligence Requests - legal requests to City for non-City lands	To recover associated costs	per request	\$100.00	Y	\$200.00	01/01/2021	\$150.00	\$300.00
						\$130,200.00			\$173,800.00
<b>Note:</b>									
Any expenses incurred by the City pursuant to Municipal Plan Review on behalf of the Province of Ontario		Recovered from the applicant at actual cost							
If any application is deferred at the applicant's request, the costs of readvertising for public notice will be assessed to the Applicant		Recovered from the applicant at actual cost							

# Form 6

## User Fees and Charges - 2021

Department	Planning & Development Services
Division	Planning Division
Activity	ORCA FEES

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from Fee	Date of Rate Change for 2021 - if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from Fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
	<b>Official Plan Amendment</b>								
	Minor Official Plan Amendment	To recover cost of ORCA fee	address	\$500.00				\$500.00	
	Intermediate Official Plan Amendment	To recover cost of ORCA fee	address	\$1,325.00				\$1,325.00	
	Major Official Plan Amendments	To recover cost of ORCA fee	address	\$2,325.00	N			\$2,325.00	
	<b>Zoning By-law Amendment</b>								
	Minor Zoning By-law Amendments	To recover cost of ORCA fee	address	\$400.00	N			\$400.00	
	Intermediate Zoning By-law Amendments	To recover cost of ORCA fee	address	\$1,175.00	N			\$1,175.00	
	Major Zoning By-law Amendments	To recover cost of ORCA fee	address	\$2,175.00	N			\$2,175.00	
	<b>Minor Variance / Severance</b>								
	Minor Variance	To recover cost of ORCA fee	address	\$325.00	N			\$325.00	
	Intermediate Variance	To recover cost of ORCA fee	address	\$1,050.00	N			\$1,050.00	
	Major Variance	To recover cost of ORCA fee	address	\$2,075.00	N			\$2,075.00	
	Minor Severances (Consent) Applications	To recover cost of ORCA fee	address	\$400.00	N			\$400.00	
	Intermediate Severances	To recover cost of ORCA fee	address	\$1,175.00	N			\$1,175.00	
	Major Severances	To recover cost of ORCA fee	address	\$2,175.00	N			\$2,175.00	
	<b>Site Plan Control</b>								
	Minor Site Plan Control	To recover cost of ORCA fee	address	\$425.00				\$425.00	
	Intermediate Site Plan	To recover cost of ORCA fee	address	\$1,325.00	N			\$1,325.00	
	Major Site Plan	To recover cost of ORCA fee	address	\$4,225.00	N			\$4,225.00	
	<b>Subdivisions</b>								
	Subdivisions - draft Plan Condition - Minor	To recover cost of ORCA fee	address	\$5,300.00				\$5,300.00	
	Subdivisions -draft Plan Condition - Major	To recover cost of ORCA fee	address	\$10,600.00	N			\$10,600.00	
	Clearance of Conditions	To recover cost of ORCA fee	address	\$1,600/ha	N			\$1,600/ha	
	Draft Plan Extension	To recover cost of ORCA fee	address	\$1,050.00	N			\$1,050.00	
	Reactivation	To recover cost of ORCA fee	address	\$1,050.00	N			\$1,050.00	
	Revision Fee	To recover cost of ORCA fee	address	\$1,050.00	N			\$1,050.00	
	<b>Other</b>								
	Golf Course Projects	To recover cost of ORCA fee	address	\$5,300.00	N			\$5,300.00	
	Land Inquiries	To recover cost of ORCA fee	address	\$275.00	N			\$275.00	
	<b>Total</b>					<b>\$40,000.00</b>			<b>\$40,000</b>

# Form 6

## User Fees and Charges - 2021

Department	Infrastructure & Planning Services
Division	Building
Activity	Building Inspection

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from Fee	Date of Rate Change for 2021- if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from Fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
	<b>Building Permit Fees</b>								
11135-420020	New Residential Construction	To recover all costs of providing service	Rate based on gross floor area (m <sup>2</sup> )	\$19.60/sq.m gross floor area, min. \$225	N		Jan/01/21	\$20.29/sq.m gross floor area, min. \$225	
11135-420020	Residential Alterations - without identifiable gross floor area	To recover all costs of providing service	Rate based on construction value	\$22.62 /\$1,000 construction value, min. \$225	N		Jan/01/21	\$23.41 /\$1,000 construction value, min. \$225	
11135-420020	Industrial Commercial Institutional - Shell	To recover all costs of providing service	Rate based on gross floor area (m <sup>2</sup> )	\$15.25 /sq.m gross floor area, min. \$225	N		Jan/01/21	\$15.69 /sq.m gross floor area, min. \$225	
11135-420020	Industrial Commercial Institutional - Tenant Fit-up and Alteration	To recover all costs of providing service	Rate based on construction value	\$21.45 /\$1,000 construction value, min. \$225	N		Jan/01/21	\$22.07 /\$1,000 construction value, min. \$225	
11135-420020	Industrial Commercial Institutional - Finished	To recover all costs of providing service	Rate based on gross floor area (m <sup>2</sup> )	\$20.32 /sq.m gross floor area, min. \$225	N		Jan/01/21	\$20.91 /sq.m gross floor area, min. \$225	
11135-420020	Industrial Commercial Institutional Alteration - without identifiable gross floor area	To recover all costs of providing service	Rate based on construction value	\$21.45 /\$1,000 construction value, min. \$225	N		Jan/01/21	\$22.07 /\$1,000 construction value, min. \$225	
11135-420020	Demolition of Building up to 600 m <sup>2</sup> or up to 3 stories	To recover all costs of providing service	Flat Fee	\$230/permit	N		Jan/01/21	\$238/permit	
11135-420020	Demolition of Building over 600 m <sup>2</sup> or 3 stories	To recover all costs of providing service	Flat Fee	\$430/permit	N		Jan/01/21	\$445/permit	
11135-420020	Design Structures and Stand Alone Works	To recover all costs of providing service	Flat Fee	\$215/permit	N		Jan/01/21	\$223/permit	
11135-420020	Plumbing Permit <= 10 fixtures	To recover all costs of providing service	Flat Fee	\$114/permit	N		Jan/01/21	\$118/permit	
11135-420020	Plumbing Permit > 10 fixtures	To recover all costs of providing service	Flat Fee	\$218/permit	N		Jan/01/21	\$218/permit	
11135-420020	Change of Use	To recover all costs of providing service	Flat Fee	\$218/permit	N		Jan/01/21	\$218/permit	
11135-420020	Conditional Permit	To recover all costs of providing service	Full Fee		N				
11135-420020	Occupancy Permit	To recover all costs of providing service	Flat Fee	\$400/permit	N		Jan/01/21	\$414/permit	
11135-420020	Reinspections	To recover all costs of providing service	Flat Fee	\$170 /permit	N		Jan/01/21	\$176 /permit	
11135-420020	Construction Commenced Without Permit	To recover all costs of providing service	Flat Fee	\$208/permit	N		Jan/01/21	\$215/permit	
11135-420020	Transfer Ownership	To recover all costs of providing service	Flat Fee	\$208\permit	N		Jan/01/21	\$215\permit	
11135-420020	Cancelled building permit - fee refund	Refund in accordance with Building By-law 10-048	Varies - see by-law		N				
11135-420020	Permit Ammendment/re-review	To recover all costs of providing service	\$75 / Hr staff time		n		Jan/01/21	\$75/hr	
		<b>Total 420020</b>				<b>\$2,252,537.00</b>			<b>\$2,100,000.00</b>



# Form 6

## User Fees and Charges - 2021

Department	Infrastructure & Planning Services
Division	Building
Activity	Building Inspection

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from Fee	Date of Rate Change for 2021- if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from Fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
	<b>Other Fees</b>								
11135-450040	Building Code Order - Order To Comply	To recover all costs of providing service	each	\$170	N			\$170	
11135-450040	Building Code Order - Stop Work Order	To recover all costs of providing service	each	\$335	N			\$335	
11135-450040	Building Code Order - Unsafe Building	To recover all costs of providing service	each	\$500	N			\$500	
11135-450040	Building Code Order - Order Prohibiting Occupancy	To recover all costs of providing service	each	\$500	N			\$500	
11135-450040	Building Code Order - Order Not To Cover	To recover all costs of providing service	each	\$335	N			\$335	
11135-450040	Building Code Order - Order To Uncover	To recover all costs of providing service	each	\$555	N			\$555	
11135-450040	Building Code Order - Emergency Order	To recover all costs of providing service	each	\$665	N			\$665	
11135-450040	Liquor licence inspection/approval letter	To recover all costs of providing service	each	\$80	N			\$80	
11135-450040	Restaurant inspection/approval letter	To recover all costs of providing service	each	\$80	N			\$80	
11135-450040	Retail car sales approval letter	To recover all costs of providing service	each	\$80	N			\$80	
11135-450040	Day care provider approval letter	To recover all costs of providing service	each	\$80	N			\$80	
11135-450040	Accessory apartment registration fee	To recover all costs of providing service	each	\$80	N			\$80	
11135-450040	Retail gas/propane letter of approval	To recover all costs of providing service	each	\$80	N			\$80	
11135-450040	Service charge on contract work	To recover all costs of providing service	10% of cost - min. \$25	10% of cost - min. \$50	N			10% of cost - min. \$50	
	Misc Revenue	<b>Total</b>				<b>\$12,000.00</b>			<b>\$12,000.00</b>

# Form 6 User Fees and Charges - 2021

Department	Infrastructure & Planning Services
Division	Building
Activity	By-law Enforcement

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from Fee	Date of Rate Change for 2021 if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from Fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
	<b>Permit Fees</b>								
11140-420030	Sign permit fee: freestanding sign >10 ft. high	To recover all costs of inspection and enforcement	\$275 each	\$300 per sign	N		1-Jan-21	\$315 per sign	
11140-420030	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	\$250 per sign	N		1-Jan-21	\$265 per sign	
11140-420030	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	\$250 per sign	N		1-Jan-21	\$265 per sign	
11140-420030	Real Estate Development Sign	To recover all costs of inspection and enforcement		\$400 per sign	N		1-Jan-21	\$420 per sign	
11140-420030	Electronic Signs	To recover all costs of inspection and enforcement		\$450 per sign			1-Jan-21	\$470 per sign	
11140-420030	Enforcement Administration	To recover costs from enforcement such as sign removal and compounding		\$175 per occurrence			1-Jan-21	\$180 per occurrence	
11140-420030	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	\$125 per occurrence			1-Jan-21	\$130 per occurrence	
		<b>Total 420030</b>				<b>\$35,000.00</b>			<b>\$36,750.00</b>
11140-420035	Pool enclosure permit fee	To recover all costs of inspection and enforcement	\$100 each	\$200	N	\$5,000.00	1-Jan-21	\$250	\$6,250.00
		<b>Total 420035</b>				<b>\$5,000.00</b>			<b>\$6,250.00</b>
	<b>Compliance Letter Fees</b>								
11140-450355	Zoning compliance letter	To recover all costs of providing service	\$30.00 each	\$30 each	N		1-Jan-21	\$35 each	
11140-450355	Work order compliance letter	To recover all costs of providing service	\$30.00 each	\$30 each	N		1-Jan-21	\$35 each	
11140-450355	Survey compliance letter	To recover all costs of providing service	\$75.00 each	\$75 each	N		1-Jan-21	\$80 each	
		<b>Total 450355</b>				<b>\$60,000.00</b>			<b>\$63,000.00</b>
	<b>Other Fees</b>								
11140-450040	Clearance of Property Standards Notice	To partially recover costs of inspection and enforcement	\$250 each	\$275.00	N		1-Jan-21	\$300.00	
11140-450040	Discharge of Property Standards Order	To partially recover costs of inspection and enforcement	\$500 each	\$550.00	N		1-Jan-21	\$600.00	
	<b>Misc Revenue</b>	<b>Total 450040</b>				<b>\$2,500.00</b>		\$3,000.00	<b>\$3,000.00</b>
						<b>\$102,500.00</b>			<b>\$109,000.00</b>

# Form 6 User Fees and Charges - 2021

Department	Infrastructure & Planning Services
Division	Airport
Activity	Airport Operating Revenue

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from Fee	Date of Rate Change for 2021 if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from Fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
11125-450130	Daily Parking	Aircraft parking daily	daily	\$10. - \$810	Y	\$9,000.00	Jan 1,2021	\$10.50-\$810	\$9,450.00
11125 450150	Passenger Fee	Charter fee by passenger	per passenger	\$7 - \$10	Y	\$5,000.00	Jan 1,2021	\$7.35-\$10.50	\$5,250.00
11125-450275	After Hours Call Out	After hours call out fee/after hours snow clearing	per hour - 2 hours min	\$75 - \$120	Y	\$1,000.00	Jan 1,2021	\$78.75-\$126	\$1,050.00
11125-450275	Meeting Room Rental	Meeting room rental	daily	\$75 - \$250	Y	\$500.00	Jan 1,2021	\$78.75-\$262.50	\$525.00
	<b>Total 450275</b>					<b>\$1,500.00</b>			<b>\$1,575.00</b>
11125 450310	Gasoline Rebate	Airport fuel surcharge	per litre	\$0.04	Y	\$46,000.00			\$46,000.00
11125-450575	Landing Fees	Fee for aircraft landings	per landing	\$20 - \$1200	Y	\$25,000.00	Jan 1,2021	\$21-\$1200	\$26,250.00
11125-450580	Tie Down Fees	Fee for parking aircraft monthly	monthly	\$68 - \$1200	Y	\$12,500.00	Jan 1,2021	\$70 - \$1200	\$13,000.00
	<b>Total 11125</b>					<b>\$99,000.00</b>			<b>\$101,525.00</b>
11130 440942	Development Review Fees	Building construction oversight	per sq. m.	\$8.80		\$5,000.00	Jan 1,2021	\$10.80-\$12.80	\$14,000.00

## Form 6

### User Fees and Charges - 2021

<b>Department</b>	Infrastructure & Planning Services
<b>Division</b>	Engineering and Construction
<b>Activity</b>	Engineering

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from fee	Date of Rate Change for 2021- if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
10760-420020	Wide and Heavy Load Permit	To recover cost of reviewing request and route and the issuance of the permit.	per permit	\$150.00	N	\$3,600.00	1-Jan-21	\$159.00	\$3,816.00
10760-420020	Wide and Heavy Load Permit	Use of municipal property	per permit	\$1.00	N	\$24.00	1-Jan-21	\$1.00	\$24.00
						<b>\$3,624.00</b>			<b>\$3,840.00</b>

## Form 6

### User Fees and Charges - 2021

<b>Department</b>	Utility Services
<b>Division</b>	Public Works
<b>Activity</b>	Various

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from fee	Date of Rate Change for 2021 - if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
10820-440220	* Sewer Rodding Private Connection	To recover costs	Time & Materials		Y	\$2,000			\$2,000
10850-440220	** Recoveries with HST	To recover costs	Time & Materials		Y	\$76,517			\$78,018
10875-440220	***External Vehicles Recovery	To recover costs	Time & Materials		Y	\$4,927			\$4,998
10845-440220	** Recovery no HST	To recover costs	Time & Materials		N	\$518,081			\$478,459
* Labour plus overhead ( labour varies) plus equipment hourly cost ( equipment used varies)									
** Labour plus overhead at (labour varies) plus equipment hourly cost ( equipment varies) plus materials at cost).									
*** Labour plus overhead at ( labour varies) plus materials at cost.									

**Form 6**  
**User Fees and Charges - 2021**

Department	Utility Services
Division	Transportation
Activity	Public Transit

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from fee	Date of Rate Change for 2021 if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
10950-450145	Public Transit Fares/Conventional	To partially recover operating and maintenance costs	per ride	\$2.50 cash	N	5,700,000	1-Jan-21	\$2.75 cash	5,959,020
			30 day pass						
				A \$60	N		1-Jan-21	A \$66	
				S \$55	N		1-Jan-21	S \$60	
				S/C \$40	N		1-Jan-21	S/C \$45	
			annual	S \$220	N		1-Jan-21	S \$250	
			1/2 year	S \$140	N		1-Jan-21	S \$150	
			day	family \$8	N		1-Jan-21	family \$10	
			10 ride pass	\$22	N		1-Jan-21	\$25	
			Bulk	Variable	N			Variable	
			Discount		N				
					N				
10955-450145	Handi-Van transit Fares	To partially recover operating and maintenance costs	per ride	\$2.50 cash	N	142,000	1-Jan-21	\$2.75 cash	151,440
			30 day pass	above	N			above	
10955-450150	Charter Rental Fee	To cover cost to supply charter bus service inside City	per hour	\$125	Y	15,000	1-Jan-21	\$150	0
10945-450155	ATM Royalty and GO Sales	Recovery Revenue share ATM usage, GO pass sales	per unit		N	30,000			10,000
109600-450060	Bus Shelter Advertising	Recovery of revenue shelter advertising	per unit		Y	0			0
10945-450060	Sponsorship Advertising	Recovery of revenue from sponsorships	per unit		Y	0			0
10950-450060	On-Bus transit Advertising	Recovery of revenue from on-bus advertising	per unit		Y	90,000			108,200
						<b>5,977,000</b>			<b>\$6,228,660</b>

# Form 6

## User Fees and Charges - 2021

Department	Utility Services								
Division	Transportation								
Activity	Parking								
G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from fee	Date of Rate Change for 2021 - if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
10880-450140	Fines for parking by-law infractions	To recover operating costs for parking system	set through Province per infraction	\$25.00 to \$300.00	N	\$700,000		\$25.00 to \$300.00	\$660,000
10885-450130	Parking Services : Simcoe Street Parking Garage	To partially recover operating and maintenance costs for facility	unit of time	\$1.50/60 min.	Y	\$260,000	1-Jan-21	\$1.75/60 min.	\$307,000
				\$10.50 max	Y			\$12.25 max	
	Hotspot Discount	Discount for use of electronic payment of hourly fees		Variable				Variable	
				\$75 / Month	Y			\$85 / month	
10890-450130	Parking Services : King Street Parkade	To partially recover operating and maintenance costs for facility	unit of time	\$1.50/60 min.	Y	\$540,000	1-Jan-21	\$1.50/60 min.	\$642,850
				\$10.50 max	Y			\$12.25 max	
	Hotspot Discount	Discount for use of electronic payment of hourly fees		Variable				Variable	
				\$90 / month	Y			\$100 / month	
10895-450125	Parking lot fees : Reid, Downie, Rehill, Del Crary, Wolfe	To partially recover operating and maintenance costs of lots	unit of time	\$1.25/hour	Y	\$60,000	1-Jan-21	\$1.50/hour	\$64,560
	Hotspot Discount	Discount for use of electronic payment of hourly fees		Variable				Variable	
				Rehill/DC \$42 / month	Y			Rehill/DC \$46 / month	
10895-450130	Parking lot fees : various downtown lots	To partially recover operating and maintenance costs of lots	unit of time	L \$1.25/hour	Y	\$110,000	1-Jan-21	L \$1.50/hour	\$138,570
				\$8.75/day max	Y			\$10.5/day max	
				B \$1.25/hour	Y			B \$1.50/hour	
				\$8.75/day max	Y			\$10.50/day max	
				C \$1.25/hour	Y			C \$1.50/hour	
				\$8.75/day max	Y			\$10.50/day max	
	Hotspot Discount	Discount for use of electronic payment of hourly fees		Variable	Y			Variable	
				Variable	Y			Variable	
10900-450125	On-street parking fees: non-CBD sites	To partially recover operating costs and ensure customer turnover	unit of time	\$1.25/hour	Y	\$65,000	1-Jan-21	\$1.50/hour	\$82,520
	Hotspot Discount	Discount for use of electronic payment of hourly fees		Variable	Y			Variable	
10900-450130	On-street parking fees: downtown sites	To partially recover operating costs and ensure customer turnover	unit of time	\$1.25/hour	Y	\$577,000	1-Jan-21	\$1.50/hour	\$653,100
	Hotspot Discount	Discount for use of electronic payment of hourly fees		Variable	Y			Variable	
						\$2,312,000			\$2,548,600

Form 6

User Fees and Charges - 2021

Department	Infrastructure & Planning Services								
Division	Environmental Protection								
Activity	WWTP								
G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from fee	Date of Rate Change for 2021 - if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
	Disposal fees at WWTP	To partially recover operating costs of WWTP	per m3		N				
			per m3						
11020-450230			Portable Toilet	\$36.00		\$36,000.00		\$37.80	\$37,800.00
11020-450230			Septic Tank	\$25.00		\$231,250.00		\$26.25	\$242,800.00
11020-450230			Holding Tank	\$16.00		\$68,800.00		\$16.80	\$72,240.00
	Total 450230					\$336,050.00			\$352,840.00
11035-450230	Extra strength surcharge agreement	To partially recover operating costs of EMP, Enviro. Lab. WWTP	per kg of excess load	\$0.80	N	\$416,000.00		\$0.88	\$538,000.00
11035-450230	PUSI water mains cleaning	To partially recover operating costs of EMP, Enviro. Lab. WWTP	yearly fee	\$3,000.00	N	\$3,000.00		\$3,000.00	\$3,000.00
11035-450230	IP Storm Pond Sampling & Well Levels	To Recover operatiing costs of EMP & Lab	per event			\$21,600.00			\$21,600.00
11035-450230	RV holding tank dump fee	To partially recover WWTP operating costs associated with holding tank discharge treatment	fees per visit	\$5.00	N	\$1,500.00		\$10.00	\$2,500.00
11035-450230	Other revenues (comp.programs,permits,courses)	To partially recover operating costs of EMP, Enviro. Lab. WWTP	fees as required	\$5,000.00	N	\$18,500.00		\$5,000.00	\$18,500.00
11035-450230	Landfill and Compost sampling/monitoring/analysis	To partially recover operating costs of EMP, Enviro. Lab. WWTP	yearly fee	\$230,000.00	**	\$230,000.00	1-Jan-21	\$245,000.00	\$245,000.00
11035-450230	Snow Dump Sampling/Analysis	To partially recover operating costs of EMP, Enviro. Lab. WWTP	yearly fee	\$10,000.00	**	\$10,000.00		\$10,000.00	\$10,000.00
11035-450230	Drinking Water Analysis Service	To fully recover operating costs of EMP, Enviro Lab, WWTP	per sample			\$75,000.00			\$80,000.00
	Total 450230					\$775,600.00			\$918,600.00
11035-450280	General Laboratory services	To partially recover operating cost of Enviro. Lab	fees as required		Y	\$30,000.00			\$35,000.00
11035-490090	Bensfort Road landfill leachate treatment**	To partially recover operating costs of EMP, Enviro. Lab. WWTP	per m3	\$3.11	N	\$365,000.00		\$3.20	\$410,000.00
11055-450230	Disposal Fee for Millbrook Hauled Waste	To partially recover operating costs of WWTP	per m3	\$2.0329	N	\$12,000.00		\$2.2358	\$13,200.00
						\$1,518,650.00			\$1,729,640.00



**City of Peterborough  
Environmental Protection Laboratories**

## Analytical Price List 2021

Parameter	List Pricing (\$)
Oil and Grease (T)	55
BOD5	40
CBOD5	40
DOC	40
Ammonia	30
Chlorine, Total Residual	25
TSS	30
TDS	30
Total Solids and Volatile Solids	25
Alkalinity	25
COD	35
Phosphate-P	25
Phosphorus (total)	45
Conductivity	20
Mercury - Solids	45
Mercury - Waters	40
TKN, Waters	45
TKN, Biosolids	50
ICP Metals-Waters	75
ICP Metals-Biosolids/NMA	85
HPC	20
E.coli/Total Coliform	30
E.coli , NMA (includes TS)	50
Turbidity	20
Single Anion	35
Anions Scan	55
Single Cation	35
Cations Scan	55
pH	15
Phenol (T)	45
Microscopic Analysis (\$/h)	110

**Form 6**  
**User Fees and Charges - 2021**

Department	Infrastructure & Planning Services								
Division	Waste Management								
Activity									
G/L Account Number	User Fee Name and Description	Rationale for Fee (ie.Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from fee	Date of Rate Change for 2021 if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
10980-450390	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	\$15.00	N	\$150	1-Jan-21	\$25.00	\$250
10980-450390	Landfill Tipping Fee - Mixed garbage, shingles, construction material, drywall – 100 kg or less	To partially recover operating costs of landfill site for garbage loads <b>100 kg or less</b> .	Flat Fee	\$10.00	N	\$286,250	1-Jan-21	\$12.00	\$343,500
10980-450390	Landfill Tipping Fee - Mixed garbage, shingles, construction material, drywall & Contaminated soil with pre-approval)	To partially recover operating costs of landfill site for garbage loads <b>101 kg or more</b> .	per tonne	\$95.00	N	\$1,522,639	1-Jan-21	\$125.00	\$1,751,000
10980-450390	Landfill Tipping Fee - Recyclables include green waste, scrap metal, and blue box materials	To partially recover operating costs of landfill site for mixed recyclable loads of <b>100 kg or less</b> .	per tonne	free	N	\$0	1-Jan-21	\$7.00	\$57,253
10980-450390	Landfill Tipping Fee - Recyclables include green waste, scrap metal, and blue box materials	Mixed recyclable loads of <b>101 kg or more</b> .	per tonne	\$45.00	N	\$51,750	1-Jan-21	\$95.00	\$89,395
10980-450390	Landfill Tipping Fee - Mixed garbage, shingles, construction material, drywall – over 100 kg (Unsorted)	To partially recover costs to ship and recycle offsite of unsorted loads, 101 kg or more.	per tonne	\$95.00	N	\$513,767	1-Jan-21	\$125.00	\$590,875
10980-450390	Mattress and Boxspring Recycling Fee - <10 units	To partially recover cost of Mattress and Boxspring recycling program initiated by Council in 2014	per unit	\$12.00	N	\$118,800	1-Jan-21	\$16.00	\$142,560
10980-450390	Commercial Mattresses and Boxsprings - over 10 units	To recover the cost of 10+ mattresses and boxsprings brought to the landfill by commercial sources.	per unit	\$20.00	N	\$54,000	1-Jan-21	\$22.00	\$59,400
10980-450390	Landfill Tipping Fee - Cover Materials	To partially recover operating costs of landfill site, and bring charges in line with other similar materials	per tonne	\$40.00	N	\$800,000	1-Jan-21	\$50.00	\$1,199,975
10980-450390	Landfill Tipping Fee - Contaminated Soils Approved for Fill	To partially recover operating costs of landfill site	per tonne	\$95.00	N		1-Jan-21	\$125.00	
10980-450390	Landfill Tipping Fee - Asbestos	To partially recover operating costs of landfill site	per tonne	\$200.00	N	\$128,000	1-Jan-21	\$245.00	\$147,245
10980-450390	Landfill Tipping Fee - Freon-based appliances	To partially recover operating costs of landfill site	per unit	\$20.00	N	\$22,440	1-Jan-21	\$24.00	\$25,800
	<b>Total 450390</b>					\$3,497,796			<b>\$4,407,253</b>
10985-450025	Backyard composters sold back to community	To partially recover the cost of backyard composters	per unit	\$35.00	Y	\$10,000		\$35.00	\$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	Not charging, just have quantity limits	N			Not charging, just have quantity limits	
10985-410400	Composting services to townships and County	To cover the City's cost to process green waste material dropped at the City's composting facility by Peterborough County and Townships	per tonne	\$40.00	Y	\$47,000	1-Jan-21	\$46.00	<b>\$51,700</b>
11000-450230	Large Article Collection	To partially recover operating costs of large article collection	per unit	\$20 for 1st item, \$5 each add'l item	N	\$11,000	1-Jan-21	\$30 for 1st item, \$10 each add'l item	<b>\$15,000</b>
11000-450230	Large Article Collection - Mattresses/Box Springs	To cover the cost to collect and pay \$11 each to the landfill account for recycling costs	per unit	\$20.00	N		1-Jan-21	\$30.00	
11010-450020	Blue boxes sold back to community	To reduce the administrative burden of trying to keep track of different prices for different scenarios, and to increase revenues, all blue boxes will now be one price, \$3.00. No free blue boxes.	per unit	\$2.65	Y	\$7,000		\$2.65	\$7,000
11010-450020	270 L Caddies sold back to the community	To recover the cost of recycling caddies supplied to apartments and businesses. All new caddies supplied will be charged \$75.00, all replacements for residential clients would be at no charge. This better encourages recycling, and drastically reduces administrative work.	per unit	\$66.37	Y	\$9,000		\$66.37	\$9,000
						<b>\$3,581,796.00</b>			<b>\$4,499,953.00</b>

# Form 6

## User Fees and Charges - 2021

Department	Community Services
Division	Arts, Culture and Heritage
Activity	Heritage Preservation Office

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from fee	Date of Rate Change for 2021 - if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
10330-450280	Easement Fees- residential	Cost recovery for entering into HPTRP	property	\$250	N	\$500		\$250	\$0
10330-450280	- commercial	Cost recovery for entering into HPTRP	property	\$450	N	\$900		\$450	\$0
10330-450280	Renewal Fees	Cost recovery for renewal of HPTRP	property	\$200	N	\$3,000		\$200	\$2,000
						\$4,400			\$2,000

## Form 6 User Fees and Charges - 2021

Department	Community Services
Division	Culture and Heritage
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/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from fee	Date of Rate Change for 2021 - if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
10345-440220	Photocopy Recoveries	To partially recover costs of paper and operating copier	black & white	by donation	Y	\$200.00		by donation	\$200.00
10345-440500	Admission	To partially recover costs of temporary exhibitions	per visit	by donation	N	\$15,000.00		by donation	\$15,000.00
10345-450290	PerfectMind Withdrawal Fees	To offset the administrative costs associated with refunds for program withdrawals	per person	\$5.00	N	\$400.00		\$5.00	\$400.00
10345-450320	Room Rentals	Administered by Recreation - to partially recover operating costs of Heritage Pavilion		\$187.06	Y	\$2,500.00	1-Jan-21	\$190.80	\$2,500.00
10355-450240	School Programs	To provide suitable time, resources and programs	per student	\$6.00	N	\$3,000.00		\$6.00	\$3,000.00
10355-450240	PA Day Discovery Camps	To provide suitable time, resources and programs (full day)	per child	\$40.00	N	\$5,000.00		\$40.00	\$5,000.00
	<b>Total 450240</b>					<b>\$8,000.00</b>			<b>\$8,000.00</b>
10355-450345	March Break Camps	To provide suitable time, resources and programs (full day)	per child	\$40.00	N	\$3,500.00		\$40.00	\$3,500.00
10355-450270	Public Programs	To provide suitable time, resources and programs (1/2 day)	per person	\$20.00	N	\$2,000.00		\$20.00	\$2,000.00
10355-450245	Archives	To partially recover operating costs of Archives	per visit	by donation	N	\$500.00		by donation	\$500.00
10355-450250	MUSE Film Tickets	To partially recover operating costs of Museum & Archives	per ticket	\$15.00	Y	\$76,500.00		\$15.00	\$78,600.00
10355-450255	Summer Discovery Camps	To provide suitable time, resources and programs (full day)	per child	\$40.00	N			\$40.00	
10355-450255	Junior Discovery Camps	To provide suitable time, staffing, resources and programs (full day)	per child	\$42.50	N			\$42.50	
10355-450255	Early Bird Program	To provide suitable resources and access in support of an earlier drop off time	per child	\$5.00	N			\$5.00	
10355-450255	Specialized Discovery Camps	To provide suitable time, resources and programs (full day) - specialized	per child	\$60.00	N			\$60.00	
	<b>Total 450255</b>					<b>\$50,000.00</b>			<b>\$50,000.00</b>
10355-450260	Archaeological Collections	To partially recover the costs of processing, conservation and long-term storage	per box	\$375.00	N	\$0.00	1-Jan-21	\$425.00	\$0.00
						<b>\$158,600.00</b>			<b>\$160,700.00</b>

Form 6

User Fees and Charges - 2021

Department	Community Services
Division	Arts Culture and Heritage
Activity	Library

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis  (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total  Budgeted Rev from fee	Date of Rate  Change for 2021- if applicable	Proposed Rate  as per 2021 Budget	2021 Total  Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
60005-440220	Recoveries								
60005-440220	InterLibrary Loan	Fail to pick up item charge	per title	\$10.00-\$30.00	N		Jan 1 2021	\$7.00	
60005-440220	Research Request fees	Cost recovery for staff time taken to process research requests for individuals + Xerox copying fees	per request	\$35.00	Y		Jan 1 2021	\$40.00	
60005-440220	Earbuds	Cost recovery (\$3.00 including HST)	per pair	\$2.21	Y		Jan 1 2021	\$2.65	
60005-440220	Library branded Bags	cost recovery (\$6 including HST)	per bag	\$5.31	Y			\$5.31	
60005-440220	Library branded Water Bottles	cost recovery (\$3 including HST)	per bottle	\$2.65	Y			\$2.65	
	Total 440220					\$500			\$500
60005-450055	Xerox Fees								
	black and white copying	Cost recovery (includes HST)	per page	\$0.10	Y		Jan 1 2021	\$0.15	

Form 6

User Fees and Charges - 2021

Department	Community Services
Division	Arts Culture and Heritage
Activity	Library

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis  (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total  Budgeted Rev from fee	Date of Rate  Change for 2021- if applicable	Proposed Rate  as per 2021 Budget	2021 Total  Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
	colour copying	Cost recovery (includes HST)	per page	\$0.50	Y			\$0.50	
	Total 450055					\$4,000			\$5,000
60005-450085	Memberships-Out of Town								
	3 month	Recover cost of service to non-taxpayers	per house	\$20.00	N		Jan 1 2021	\$25.00	
	6 month	Recover cost of service to non-taxpayers	per house	\$30.00	N		Jan 1 2021	\$35.00	
	9 month	Recover cost of service to non-taxpayers	per house	\$40.00	N		Jan 1 2021	\$45.00	
	12 month	Recover cost of service to non-taxpayers	per house	\$50.00	N		Jan 1 2021	\$55.00	
	24 month	Recover cost of service to non-taxpayers	per house	\$100.00	N		Jan 1 2021	\$110.00	
	Senior Rate (aged 65+) - 12 months	Recover cost of service to non-taxpayers	per house	\$30.00	N		Jan 1 2021	\$35.00	
	Senior Rate (aged 65+) - 24 months	Recover cost of service to non-taxpayers	per house	\$60.00	N		Jan 1 2021	\$70.00	
	Institutional/Business - 12 months	Recover cost of service to non-taxpayers	per business	\$80.00	N		Jan 1 2021	\$100.00	
	Senior's Institutional/Business - 12 months	Recover cost of service to non-taxpayers	per business	\$40.00	N		Jan 1 2021	\$50.00	
	Total 450085					\$15,000			\$15,000
60005-450140	Fines								
	Overdue - General	Fines for overdue materials - maximum=\$10.00	per day	\$0.25	N			\$0.25	
	High Use	Fines for overdue materials - maximum=\$10.00	per day	\$0.50	N			\$0.50	
	InterLibrary Loan, Daisy-Reader Kit	Fines for overdue materials - maximum=\$15.00	per day	\$1.00	N			\$1.00	
	Periodical	Fines for overdue materials - maximum=\$1.25	per day	\$0.25	N			\$0.25	
	Total 450140					\$60,000			\$60,000

Form 6

User Fees and Charges - 2021

Department	Community Services
Division	Arts Culture and Heritage
Activity	Library

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis  (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total  Budgeted Rev from fee	Date of Rate  Change for 2021- if applicable	Proposed Rate  as per 2021 Budget	2021 Total  Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
60005-450230	Program revenue	Supplies Cost Recovery (includes HST). Varies per program	per program or per person	\$1.00 to \$3.00	Y		Jan 1 2021	\$1.00-\$50.00	
	Total 450230					\$200			\$500
60005-450320	Room Rental - Main Branch								
	Seminar Room	Cost Recovery - Admin charges	per hour	\$15.00	Y		Jan 1 2021	\$20.00	
	Seminar Room	Cost Recovery - Admin charges	per half day (4 hrs)	\$45.00	Y		Jan 1 2021	\$50.00	
	Seminar Room	Cost Recovery - Admin charges	per full day (8 hrs)	\$85.00	Y		Jan 1 2021	\$90.00	
	Seminar Room	Cost Recovery - Admin charges	per additional hour	\$15.00	Y		Jan 1 2021	\$20.00	
	Seminar Room - Cleaning Fee	Cost Recovery - Admin charges	per booking	n/a			Jan 1 2021	\$20.00	
	Board Room	Cost Recovery - Admin charges	per hour	\$20.00	Y		Jan 1 2021	\$25.00	
	Board Room	Cost Recovery - Admin charges	per half day (4 hrs)	\$65.00	Y		Jan 1 2021	\$70.00	
	Board Room	Cost Recovery - Admin charges	per full day (8 hrs)	\$130.00	Y		Jan 1 2021	\$135.00	
	Board Room	Cost Recovery - Admin charges	per additional hour	\$20.00	Y		Jan 1 2021	\$25.00	
	Board Room - Cleaning Fee	Cost Recovery - Admin charges	per booking	n/a			Jan 1 2021	\$20.00	
	Multipurpose Room	Cost Recovery - Admin charges	per hour	\$25.00	Y		Jan 1 2021	\$30.00	
	Multipurpose Room	Cost Recovery - Admin charges	per half day (4 hrs)	\$80.00	Y		Jan 1 2021	\$85.00	
	Multipurpose Room	Cost Recovery - Admin charges	per full day (8 hrs)	\$155.00	Y		Jan 1 2021	\$160.00	
	Multipurpose Room	Cost Recovery - Admin charges	per additional hour	\$25.00	Y		Jan 1 2021	\$30.00	
	Multipurpose Room - Cleaning Fee	Cost Recovery - Admin charges	per booking	n/a			Jan 1 2021	\$20.00	
	Multipurpose Room - Room set up Fee	Cost Recovery - Admin charges	per booking	n/a			Jan 1 2021	\$50.00	
	Friends of the Library Community Room	Cost Recovery - Admin charges	per hour	\$40.00	Y		Jan 1 2021	\$45.00	
	Friends of the Library Community Room	Cost Recovery - Admin charges	per half day (4 hrs)	\$130.00	Y		Jan 1 2021	\$135.00	
	Friends of the Library Community Room	Cost Recovery - Admin charges	per full day (8 hrs)	\$255.00	Y		Jan 1 2021	\$260.00	
	Friends of the Library Community Room	Cost Recovery - Admin charges	per additional hour	\$40.00	Y		Jan 1 2021	\$45.00	
	FOL Community Room - Cleaning Fee	Cost Recovery - Admin charges	per booking	n/a			Jan 1 2021	\$20.00	
	FOL Community Room - Set up Fee	Cost Recovery - Admin charges	per booking	n/a			Jan 1 2021	\$50.00	
	Total 450320					\$30,000			\$30,000
60005-450595	Lost Items**								

Form 6

User Fees and Charges - 2021

Department	Community Services
Division	Arts Culture and Heritage
Activity	Library

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis  (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total  Budgeted Rev from fee	Date of Rate  Change for 2021- if applicable	Proposed Rate  as per 2021 Budget	2021 Total  Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
	Processing Fee	Admin cost to process replacements, added to most items	per title	\$5.00	N			\$5.00	
	7 Day Loan (DVDs & Quickbooks)	Average replacement cost	per title	\$29.00	N		Jan 1 2021	\$22.00	
	14 Day Loan (TV Sets)	Average replacement cost	per title	\$49.00	N		Jan 1 2021	\$65.00	
	7 Day Loan (New and Popular DVDs)	Average replacement cost	per title	n/a			Jan 1 2021	\$50.00	
	Music CD	Average replacement cost	per title	\$22.00	N		Jan 1 2021	\$15.00	
	Books on CD & MP3 CD	Average replacement cost	per title	\$54.00	N		Jan 1 2021	\$45.00	
	InterLibrary Loan - Lost item charge	Average replacement cost	per title	\$36.00	N			\$36.00	
	Periodical / Magazine & Board books	Average replacement cost	per title	\$11.00	N		Jan 1 2021	\$7.00	
	Playaway	Average replacement cost	per title	\$90.00	N		Jan 1 2021	\$86.00	
	Paperback book (Children's) & Book Club Book	Average replacement cost - no processing fee	per title	\$10.00	N			\$10.00	
	Kits (Book & CD)	Average replacement cost	per title	\$15.00	N			\$15.00	
	Fiction books	Average replacement cost	per title	\$26.00	N		Jan 1 2021	\$22.00	
	Nonfiction & Large Print	Average replacement cost	per title	\$35.00	N		Jan 1 2021	\$32.00	
	Easy Readers and Picture books	Average replacement cost	per title	\$17.00	N		Jan 1 2021	\$13.00	
	Wattreader (Wattmeter)	Average replacement cost (56.50 including HST)	per title	\$54.00	Y		Jan 1 2021	\$50.00	
	USB Cable	Average replacement cost - no processing fee (\$5 cost recovery including HST)	per item	\$4.42	Y			\$4.42	
	Daisy-reader Kit	Average replacement cost	per kit	\$500.00	N			\$500.00	
	Daisy Mask	Average replacement cost - no processing fee	per item	\$20.00	N			\$20.00	
	Daisy Adapter	Average replacement cost - no processing fee	per item	\$45.00	N			\$45.00	
	Daisy USB Cable	Average replacement cost - no processing fee	per item	\$10.00	N			\$10.00	
	Multimedia Cases (DVD, MP3, Playaway, Book and CD Kit, Playaway door)	Average replacement cost - no processing fee	per title	\$8.00	N		Jan 1 2021	\$4.00	
	Great Courses Case	Average replacement cost	per item	\$15.00	N		Jan 1 2021	\$11.00	
	Book Club Bag	Average replacement cost - no processing fee (\$20 cost recovery including HST)	per item	\$17.70	Y			\$17.70	
	Visiting Library Service Bag	Average replacement cost - no processing fee (\$6 cost recovery including HST)	per item	\$5.31	Y			\$5.31	
	Damage/Repair Fee - board book, easy reader, children's paperback	Average repair cost - no processing fee	per item	n/a	N		Jan 1 2021	\$8.00	



Form 6

User Fees and Charges - 2021

Department	Community Services
Division	Arts Culture and Heritage
Activity	Library

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis  (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total  Budgeted Rev from fee	Date of Rate  Change for 2021- if applicable	Proposed Rate  as per 2021 Budget	2021 Total  Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
	Damage/Repair Fee - children's and YA books	Average repair cost - no processing fee	per title	\$10.00	N		Jan 1 2021	\$11.00	
	Damage/Repair Fee - adult books	Average repair cost - no processing fee	per title	\$15.00	N			\$15.00	
	CD and Book Kit (Book Only)	Average repair cost - no processing fee	per title	n/a	N		Jan 1 2021	\$8.00	
	CD, DVD, MP3 Disc (each)	Average repair cost - no processing fee	per title	n/a	N		Jan 1 2021	\$20.00	
		**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					\$4,000			\$5,000
60005-450600	Lost Cards	Cost Recovery	per card	\$3.00	N		Jan 1 2021	\$3.50	
	Total 450600					\$700			\$700
60005-450605	Microfilm Fees	Cost Recovery (includes HST)	per page	\$0.10	Y		Jan 1 2021	\$0.15	
	Total 450605					\$150			\$150

# Form 6

## User Fees and Charges - 2021

Department	Community Services								
Division	Arts Culture and Heritage								
Activity	Art Gallery of Peterborough								
G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from fee	Date of Rate Change for 2021 (if applicable)	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
401-810-5232	School Groups	School Program Subsidy	per visit 1 student	\$6.00	N	\$3,000.00		\$6.00	\$3,000.00
40010-450085	Individual Art Gallery Membership	to cover costs of membership benefits	per person	\$30.00	N	\$918.00		\$30.00	\$918.00
40010-450085	2 Year Individual AGP Membership	covers cost of membership benefits - 10% discount	per person	\$54.00	N	\$162.00		\$54.00	\$162.00
40010-450085	Family Art Gallery Membership	to cover costs of membership benefits	per family	\$40.00	N	\$2,084.00		\$40.00	\$2,084.00
40010-450085	2 Year Family AGP Membership	covers cost of membership benefits - 10% discount	per family	\$72.00	N	\$216.00		\$72.00	\$216.00
40010-450085	Senior Art Gallery Membership	to cover costs of membership benefits	per person	\$25.00	N	\$1,465.00		\$25.00	\$1,465.00
40010-450085	2 Year Senior AGP Membership	covers cost of membership benefits - 10% discount	per person	\$45.00	N	\$135.00		\$45.00	\$135.00
40010-450085	Student Art Gallery Membership	to cover costs of membership benefits	per person	\$20.00	N	\$130.00		\$20.00	\$130.00
40010-450085	2 Year Student AGP Membership	covers cost of membership benefits - 10% discount	per person	\$45.00	N	\$90.00		\$45.00	\$90.00
40010-450085	Curator's Circle AGP Membership	covers cost of membership, plus defined benefits	per family	\$100.00	N	\$500.00		\$100.00	\$500.00
40010-450085	2 Year Curator's Circle Membership	covers cost of membership benefits - 10% discount	per family	\$180.00	N	\$0.00		\$180.00	\$0.00
40010-450085	Director's Circle AGP Membership	covers cost of membership, plus defined benefits	per family	\$300.00	N	\$300.00		\$300.00	\$300.00
40010-450085	2 Year Director's Circle Membership	covers cost of membership benefits - 10% discount	per family	\$540.00	N	\$0.00		\$540.00	\$0.00
40010-450085	Benefactor's Circle AGP Membership	covers cost of membership, plus defined benefits	per family	\$1,000.00	N	\$0.00		\$1,000.00	\$0.00
40010-450085	2 Year Benefactor Circle Membership	covers cost of membership benefits - 10% discount	per family	\$1,800.00	N	\$0.00		\$1,800.00	\$0.00
	<b>Total 450085</b>					<b>\$6,000.00</b>			<b>\$6,000.00</b>
40010-450270	School Groups	to cover increased costs for instructors, materials and facility operation	per visit 1 student	\$6.00	N	\$3,000.00		\$6.00	\$3,000.00
40010-450615	Education programs - child	costs of instructors, materials, facility, change from 6 to 8 week session	per 8 week session	\$132.00	N	\$6,000.00	1/Jan/21	\$100.00	\$6,000.00
40010-450620	Education programs - Youth	Varies depending on artist/instructor and schedule	full day	\$30 - \$50	Y	\$3,000.00	1/Jan/21	\$50 - \$80	\$3,000.00
40010-450625	Education programs - Adult	Varies depending on artist/instructor and schedule	2 hr session		Y	\$5,000.00	1/Jan/21	\$50 (plus materials)	\$2,000.00
40010-450625	Education programs - Adult & Family	Materials fees includes take home kit	per 1/2 day session / group		Y		1/Jan/21	\$200 (plus materials)	\$3,000.00
40010-450630	March Break & Summer Camps	covers increased costs for instructors, materials, facility operation - options available	1 week session	\$185.00	N	\$16,000.00	1/Jan/21	\$250 (\$50/day)	\$16,000.00
40010-450635	Education - Partnerships			\$3,000.00	N	\$6,000.00		\$3,000.00	\$6,000.00
	<b>Education sub-total</b>					<b>\$39,000.00</b>			<b>\$39,000.00</b>
40010- 450320	Room Rental: Reading Room, evening	user fees	per hour	\$120.00	Y	\$120.00		\$120.00	\$120.00
40010- 450320	Art Gallery Studio, evening	user fees	per hour	\$120.00	Y	\$120.00		\$120.00	\$120.00
40010- 450320	Art Gallery Studio, weekend	user fees	per hour	\$120.00	Y	\$360.00		\$120.00	\$360.00
40010- 450320	Outdoor Patio	user fees	per hour	\$150.00	Y	\$0.00		\$150.00	\$0.00
40010- 450320	Special Events - flat fee plus additional hourly rate		flat fee + hourly rates	\$200.00	Y	\$400.00		\$200.00	\$400.00
	<b>Rentals sub-total</b>					<b>\$1,000.00</b>			<b>\$1,000.00</b>
						<b>\$46,000.00</b>			<b>\$46,000.00</b>

## User Fees and Charges - 2021

Department	Community Services
Division	Arenas
Activity	Evinrude Centre

G/L Account Number C1	User Fee Name and Description C2	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc) C3	Unit Basis (Time/ participant etc) C4	Current Rate Presently In Effect C5	HST Y or N C6	2020 Total Budgeted Rev from Fee C7	Date of Rate Change for 2021- if applicable C8	Proposed Rate as per 2021 Budget C9	2021 Total Budgeted Rev from Fee C10
<b>Ice Rental Revenue</b>									
10410-450425	Prime-Time - Adult	To partially recover operating costs of Evinrude Centre	Per Hour	\$176.02	Y/ Extra		1-Apr-21	\$184.82	
10410-450425	Prime-Time - Youth	To partially recover operating costs of Evinrude Centre	Per Hour	\$151.65	Y/ Extra		1-Apr-21	\$159.23	
10410-450425	Non-Prime Time-All	To partially recover operating costs of Evinrude Centre	Per Hour	\$111.93	Y/ Extra		1-Apr-21	\$117.53	
10410-450425	After 11pm	To partially recover operating costs of Evinrude Centre	Per Hour	\$111.93	Y/ Extra		1-Apr-21	\$117.53	
10410-450425	Elementary School Rate	To partially recover operating costs of Evinrude Centre	Per Hour	\$69.50	Y/ Extra		1-Apr-21	\$72.98	
10410-450425	Public Skating Admissions -Regular	To partially recover operating costs of Evinrude Centre	Per Time	\$3.54	Y/ Extra		1-Apr-21	\$3.98	
10410-450425	Public Skating Admissions -Seniors	To partially recover operating costs of Evinrude Centre	Per Time	\$2.65	Y/ Extra		1-Apr-21	\$3.10	
10410-450425	Pay as you Play Hockey	To partially recover operating costs of Evinrude Centre	Per Time	\$6.19	Y/ Extra		1-Apr-21	\$6.64	
10410-450425	Individual Ice rental Cost per skaters - Cost varies to include Capital Contribution	To partially recover operating costs of Evinrude Centre	Per Hour	\$8.19	Y/ Extra		1-Apr-21	\$8.60	
<b>Floor Rental Revenue</b>									
10410-450425	Adults	To partially recover operating costs of Evinrude Centre	Per Hour	\$92.70	Y/ Extra		1-Apr-21	\$97.34	
10410-450425	Childrens	To partially recover operating costs of Evinrude Centre	Per Hour	\$74.12	Y/ Extra		1-Apr-21	\$77.82	
10410-450425	Non-Prime Floor Time-Anyone	To partially recover operating costs of Evinrude Centre	Per Hour	\$54.85	Y/ Extra		1-Apr-21	\$57.59	
10410-450425	Floor Pad Rental - Individual	To partially recover operating costs of Evinrude Centre	Per Day	\$2,550.00	Y/ Extra		1-Apr-21	\$2,677.50	
	<b>Total 450425</b>					<b>\$957,977.00</b>			<b>\$1,005,875.00</b>
<b>Room Rentals</b>									
10410-450320	Banquet Hall - Sundays throughThursdays	To partially recover operating costs of Evinrude Centre	Per Day	\$437.00	Y/ Extra		1-Apr-21	\$458.85	
10410-450320	Banquet Hall - Fridays, Saturdays	To partially recover operating costs of Evinrude Centre	Per Day	\$651.00	Y/ Extra		1-Apr-21	\$683.55	
10410-450320	Meeting Rooms-Day Rate	To partially recover operating costs of Evinrude Centre	Per Day	\$109.00	Y/ Extra		1-Apr-21	\$114.45	
10410-450320	Meeting Rooms-3 Hours or Less	To partially recover operating costs of Evinrude Centre	3 Hours	\$55.00	Y/ Extra		1-Apr-21	\$57.75	
	<b>Total 450320</b>					<b>\$72,144.00</b>			<b>\$72,144.00</b>
<b>Miscellaneous</b>									
10410-450040	Facility Booking Cancellation Fee > 30 days	To partially recover administrative costs	per hour	\$25.00	Y/Extra		1-Apr-21	\$26.25	
10410-450040	Facility Booking Cancellation Fee < 30 days	To partially recover administrative costs	per hour	\$50.00	Y/Extra		1-Apr-21	\$52.50	
	<b>Total 450040</b>					<b>\$3,100.00</b>			<b>\$3,100.00</b>
<b>Advertising Revenue</b>									
10410-450060	In-Arena Advertising Sales	To partially recover operating costs of Evinrude Centre	Annual	\$850-\$5,000	Y/ Extra	<b>\$56,250.00</b>		\$850-\$5,000	<b>\$64,580.00</b>
<b>Capital Contributions</b>									
10410-450415	Collected Capital Contribution	To partially recover debenture costs of New Arena Complex	Per Hour	\$6.50	Y/ Extra		1-Apr-21	\$6.95	
10410-450415	Collected Capital Contribution	To partially recover debenture costs of New Arena Complex	Per 1/2 Hour	\$3.25	Y/ Extra		1-Apr-21	\$3.48	
	<b>Total 450415</b>					<b>\$34,954.00</b>			<b>\$36,923.00</b>
						<b>\$1,124,425.00</b>			<b>\$1,182,622.00</b>

# Form 6 User Fees and Charges - 2021

Department	Community Services
Division	Arenas
Activity	Kinsmen Centre

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from Fee	Date of Rate Change for 2021- if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from Fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
<b>Ice Rental Revenue</b>									
10425-450425	Prime-Time - Adult	To partially recover operating costs of Kinsmen Centre	Per Hour	\$176.02	Y/ Extra		1-Apr-21	\$184.82	
10425-450425	Prime-Time - Youth	To partially recover operating costs of Kinsmen Centre	Per Hour	\$151.65	Y/ Extra		1-Apr-21	\$159.23	
10425-450425	Non-Prime Time-Anyone	To partially recover operating costs of Kinsmen Centre	Per Hour	\$111.93	Y/ Extra		1-Apr-21	\$117.53	
10425-450425	After 11pm	To partially recover operating costs of Kinsmen Centre	Per Hour	\$111.93	Y/ Extra		1-Apr-21	\$117.53	
10425-450425	Elementary School Rate	To partially recover operating costs of Kinsmen Centre	Per Hour	\$69.50	Y/Extra		1-Apr-21	\$72.98	
10425-450425	Public Skating Admissions -Regular	To partially recover operating costs of Kinsmen Centre	Per Time	\$3.54	Y/Extra		1-Apr-21	\$3.98	
10425-450425	Public Skating Admissions -Seniors	To partially recover operating costs of Kinsmen Centre	Per Time	\$2.65	Y/Extra		1-Apr-21	\$3.10	
10425-450425	Pay as you Play Hockey	To partially recover operating costs of Kinsmen Centre	Per Time	\$6.19	Y/ Extra		1-Apr-21	\$6.64	
10425-450425	Individual Ice rental Cost per skaters -	To partially recover operating costs of Kinsmen Centre	Per Hour	\$8.19	Y/Extra		1-Apr-21	\$8.60	
	Cost varies to include Capital Contribution								
<b>Floor Rental Revenue</b>									
10425-450425	Adults	To partially recover operating costs of Kinsmen Centre	Per Hour	\$92.70	Y/Extra		1-Apr-21	\$97.34	
10425-450425	Childrens	To partially recover operating costs of Kinsmen Centre	Per Hour	\$74.12	Y/Extra		1-Apr-21	\$77.83	
10425-450425	Non-Prime Floor Time-Anyone	To partially recover operating costs of Evinrude Centre	Per Hour	\$54.85	Y/ Extra		1-Apr-21	\$57.59	
10425-450425	Floor Pad Rental - Individual	To partially recover operating costs of Kinsmen Centre	Per Day	\$2,550.00	Y/Extra		1-Apr-21	\$2,677.50	
10425-450425	Food Levy Charge	To partially recover operating costs of Kinsmen Centre	Per Event	\$127.50	Y/ Extra		1-Apr-21	\$133.88	
	<b>Total 450425</b>					<b>\$722,757</b>			<b>\$759,367</b>
<b>Room Rentals</b>									
10425-450320	Meeting Rooms-Day Rate	To partially recover operating costs of Kinsmen Centre	Per Day	\$109.00	Y/ Extra		1-Apr-21	\$114.45	
10425-450320	Meeting Rooms-3 Hours or Less	To partially recover operating costs of Kinsmen Centre	3 Hours	\$55.00	Y/ Extra		1-Apr-21	\$57.75	
	<b>Total 450320</b>					<b>\$5,000</b>			<b>\$5,000</b>
<b>Miscellaneous</b>									
10425-450040	Facility Booking Cancellation Fee > 30 days	To partially recover administrative costs	per hour	\$25.00	Y/Extra		1-Apr-21	\$26.25	
10425-450040	Facility Booking Cancellation Fee < 30 days	To partially recover administrative costs	per hour	\$50.00	Y/Extra		1-Apr-21	\$52.50	
	<b>Total 450040</b>					<b>\$3,000</b>			<b>\$3,000</b>
<b>Advertising Revenue</b>									
10425-450060	In-Arena Advertising Sales	To partially recover operating costs of Kinsmen Centre	Annual	\$850-\$5,000	Y/ Extra	<b>\$41,250</b>		\$850-\$5,000	<b>\$35,746</b>
<b>Capital Contributions</b>									
10425-450415	Collected Capital Contribution	To partially recover debenture costs of New Arena Complex	Per Hour	\$6.50	Y/ Extra		1-Apr-21	\$6.95	
10425-450415	Collected Capital Contribution	To partially recover debenture costs of New Arena Complex	Per 1/2 Hour	\$3.25	Y/ Extra		1-Apr-21	\$3.48	
	<b>Total 450415</b>					<b>\$26,388.00</b>			<b>\$27,874.00</b>
						<b>\$798,395</b>			<b>\$830,987</b>

# Form 6

## User Fees and Charges - 2021

<b>Department</b>	Community Services
<b>Division</b>	Arenas
<b>Activity</b>	Memorial Centre/Morrow Park

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from Fee	Date of Rate Change for 2021 - if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from Fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
<b>Ice &amp; Floor Charges</b>									
10380-450425	Prime-Time - Adult	To partially recover operating costs	per hour	\$176.02	Y/Extra		1-Apr-21	\$184.82	
10380-450425	Prime-Time - Youth	To partially recover operating costs	per hour	\$151.65	Y/Extra		1-Apr-21	\$159.23	
10380-450425	Non-Prime Time-All	To partially recover operating costs	per hour	\$111.93	Y/Extra		1-Apr-21	\$117.53	
10380-450425	After 11pm	To partially recover operating costs	per hour	\$111.93	Y/Extra		1-Apr-21	\$117.53	
10380-450425	Elementary School Rate	To partially recover operating costs	per hour	\$69.50	Y/Extra		1-Apr-21	\$72.98	
10380-450425	Floor Rental (Adult)	To partially recover operating costs	per hour	\$105.31	Y/Extra		1-Apr-21	\$110.58	
10380-450425	Floor rental (Minor)	To partially recover operating costs	per hour	\$89.38	Y/Extra		1-Apr-21	\$93.85	
10380-450425	Non-Prime Floor-All	To partially recover operating costs	per hour	\$66.14	Y/Extra		1-Apr-21	\$69.45	
	<b>Total 450425</b>					<b>\$264,716</b>			<b>\$277,951</b>
<b>Advertising Revenue</b>									
10380-450060	In-Arena Advertising Sales	To partially recover operating costs	Annual	\$850-5,000	Y/Extra	<b>\$180,500</b>		\$850-5,000	<b>\$181,278</b>
<b>Ticket Charges</b>									
101-10380-450430	Telephone/Internet Order Charge	To partially recover operating costs	per order	\$2.00/order	Y/Extra	<b>\$20,000</b>		\$2.00/order	<b>\$20,000</b>
10380-450450	Internet ticket service charges	To repay Long term Loan	per ticket	\$1.50/ticket	Y/Extra			\$1.50/ticket	
10380-450450	Box Office Ticket Sales Fee	To recover staff charges and bank charges	per ticket	\$3 to \$8/ticket	Y/Extra			\$3 to \$8/ticket	
10380-450450	Ticket System Event Layout Production Fee	To recover staff and system charges	per event	\$150.00	Y/Extra		1-Jan-21	\$157.50	
10380-450450	Box Office Hourly Fee-Level 1	To recover staff and system charges	per hour	\$75.00	Y/Extra		1-Jan-21	\$78.75	
10380-450450	Box Office Hourly Fee-Level 2	To recover staff and system charges	per hour	\$50.00	Y/Extra		1-Jan-21	\$52.50	
	<b>Total 450450</b>					<b>\$100,000</b>			<b>\$100,000</b>
10380-450440	Premium Fees for Club/South-end/Skybox/Birthday room	To partially recover Capital costs	per ticket	\$1.00 to \$5.50	Y/Incl.			\$1.00 to \$5.50	
10380-450440	Club/South-end-Petes Season	To partially recover operating costs	annual	\$135 To \$175	Y/Extra			\$135 To \$175	
	<b>Total 450440</b>					<b>\$120,000</b>			<b>\$120,000</b>
10380-450415	Capital Replacement Fund	To partially recover Capital costs	per ticket	\$1 to \$3	Y/Extra	<b>\$180,000</b>		\$1 to \$3	<b>\$180,000</b>
<b>License Fees</b>									
10380-450435	Suites	To partially recover operating costs	annual	\$7,000 to \$21,460	Y/Extra	<b>\$217,301</b>	1-Jan-21	\$7,350 to \$22,533	<b>\$228,166</b>
<b>Miscellaneous</b>									
10380-450040	Facility Booking Cancellation Fee > 30 days	To partially recover administrative costs	per hour	\$25.00	Y/Extra		1-Apr-21	\$26.25	
10380-450040	Facility Booking Cancellation Fee < 30 days	To partially recover administrative costs	per hour	\$50.00	Y/Extra		1-Apr-21	\$52.50	
	<b>Total 450040</b>					<b>\$8,000</b>			<b>\$8,000</b>
<b>Event Charges</b>									
10390-450410	PMC Building Rental (Trade Show)	To partially recover operating costs	per day	\$4,120.00	Y/Extra		1-Jan-21	\$4,326.00	
10390-450410	PMC Building Rental (Trade Show Non-Profit)	To partially recover operating costs	per day	\$3,296.00	Y/Extra		1-Jan-21	\$3,460.80	
10390-450410	PMC Building Rental (Concert)	To partially recover operating costs	per day	\$5,000-\$6,700	Y/Extra		1-Jan-21	\$5,250-\$7,035	

# Form 6 User Fees and Charges - 2021

Department	Community Services
Division	Arenas
Activity	Memorial Centre/Morrow Park

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from Fee	Date of Rate Change for 2021 - if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from Fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
10390-450410	PMC Building Rental (Concert Non-Profit)	To partially recover operating costs	per day	\$5,360.00	Y/Extra		1-Jan-21	\$5,628.00	
10390-450410	PMC Building Rental (Banquet-Floor Only)	To partially recover operating costs	per day	\$2,550.00	Y/Extra		1-Jan-21	\$2,677.50	
10390-450410	In-House Marketing for Events	To partially recover operating costs	per event	\$100-\$2,000	Y/Extra		1-Jan-21	\$105-\$2,100	
10390-450410	Event staff charges	To partially recover operating costs	per event	\$2,400.00	Y/Extra		1-Jan-21	\$2,520.00	
10390-450410	Sound Room & Technician	To partially recover operating costs	per event	\$250.00	Y/Extra		1-Jan-21	\$262.50	
10390-450410	Labor to remove glass	To partially recover operating costs	per event	\$1,030.00	Y/Extra		1-Jan-21	\$1,081.50	
10390-450410	Labour to install Ice Cover	To partially recover operating costs	per event	\$1,030.00	Y/Extra		1-Jan-21	\$1,081.50	
10390-450410	Partial Removal of Glass	To partially recover operating costs	per event	\$721.00	Y/Extra		1-Jan-21	\$757.05	
10390-450410	Post Event Cleanup Fee	To partially recover operating costs	per event	\$1,500.00	Y/Extra		1-Jan-21	\$1,575.00	
	<b>Total 450410</b>					<b>\$350,000</b>			<b>\$367,500</b>
<b>Contractual Recovery</b>									
10390-440220	Forklift Operator	To partially recover operating costs	per hour	\$30.30	Y/Extra		1-Jan-21	\$31.82	
10390-440220	Forklift Rental ( Event)	To partially recover operating costs	per event	\$275.00	Y/Extra		1-Jan-21	\$288.75	
10390-440220	Lift Rental	To partially recover operating costs	per day	\$275.00	Y/Extra		1-Jan-21	\$288.75	
10390-440220	Additional Chair rental	To partially recover operating costs	per event	\$2.06	Y/Extra		1-Jan-21	\$2.16	
10390-440220	Additional Table rental	To partially recover operating costs	per event	\$16.48	Y/Extra		1-Jan-21	\$17.30	
	<b>Total 440220</b>					<b>\$150,000</b>			<b>\$150,000</b>

# Form 6 User Fees and Charges - 2021

Department	Community Services
Division	Arenas
Activity	Memorial Centre/Morrow Park

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from Fee	Date of Rate Change for 2021 - if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from Fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
<b>Morrow Park Charges</b>									
10375-420125	Morrow Building Rental-Winter	To partially recover operating costs	per day	\$1,086.50	Y/Extra		1-Jan-21	\$1,140.83	
10375-420125	Morrow Building Rental-Summer	To partially recover operating costs	per day	\$953.25	Y/Extra		1-Jan-21	\$1,000.91	
10375-420125	Morrow Building Set-Up Day Fee	To partially recover operating costs	per partial	\$217.48	Y/Extra		1-Jan-21	\$500.00	
	<b>Total 420125</b>					<b>\$82,721</b>			<b>\$88,433</b>
10375-450125	Parking	To partially recover operating costs	per vehicle	\$5.00	Y/Incl.			\$5.00	
10375-450125	Parking Lot Buyout	To partially recover operating costs	per day	\$2,000.00	Y/Extra		1-Sep-21	\$2,100.00	
	<b>Totla 450125</b>					<b>\$126,000</b>			<b>\$126,000</b>
<b>Capital Contributions</b>									
10380-450415	Collected Capital Contribution	To partially recover debenture costs of New Arena Complex	Per Hour	\$6.50	Y/ Extra		1-Apr-21	\$6.95	
10380-450415	Collected Capital Contribution	To partially recover debenture costs of New Arena Complex	Per 1/2 Hour	\$3.25	Y/ Extra		1-Apr-21	\$3.48	
	<b>Total 450415</b>					<b>\$9,659</b>			<b>\$10,203</b>
						<b>\$1,808,897</b>			<b>\$1,857,531</b>

# Form 6

## User Fees and Charges - 2021

<b>Department</b>	Community Services
<b>Division</b>	Recreation
<b>Activity</b>	Instructional Sports

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from fee	Date of Rate Change for 2021 (if applicable)	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
10510-450500	Basketball Camp	Recover cost of operating activity	1 week	\$144.00	N	\$15,840	1-Jan-21	\$151.20	\$16,632
10510-450500	Football Camp	Recover cost of operating activity	1 week	\$112.00	N	\$8,960	1-Jan-21	\$117.60	\$9,408
10510-450500	Soccer Camp - 1/2 Day	Recover cost of operating activity	1 week	\$101.00	N	\$8,960	1-Jan-21	\$106.05	\$9,408
10510-450500	Soccer Camp Full Day	Recover cost of operating activity	1 week	\$144.00	N	\$28,800	1-Jan-21	\$151.20	\$30,240
10510-450500	Soccer Camp - Rep & Goal Keeping	Recover cost of operating activity	1 week	\$179.00	N	\$10,740	1-Jan-21	\$188.00	\$11,277
10510-450500	Ultimate Sports Camp	Recover cost of operating activity	1 week	\$137.00	N	\$6,165	1-Jan-21	\$144.00	\$6,473
10510-450500	Ultimate Sports Camp - No Limits	Recover cost of operating activity	2 weeks	\$171.00	N	\$15,390	1-Jan-21	\$180.00	\$16,160
10510-450500	Junior Tennis Camp	Recover cost of operating activity	1 week	\$109.00	N	\$7,848	1-Jan-21	\$120.00	\$8,240
10510-450500	Tennis Lessons 1/2 hr (Le Petit Tennis)	Recover cost of operating activity	6 lessons	\$47.00	N	\$1,316	1-Jan-21	\$52.00	\$1,382
10510-450500	Tennis Lessons 1 hr (Junior Tennis Instruction)	Recover cost of operating activity	8 lessons	\$109.00	N	\$7,085	1-Jan-21	\$120.00	\$7,794
10510-450500	Tennis Lessons (Mini Tennis Prog)	Recover cost of operating activity	4 lessons	\$58.00	N	\$3,770	1-Jan-21	\$64.00	\$3,960
10510-450500	Hockey School	Recover cost of operating activity	8 classes	\$119.00	N	\$46,529	1-Jan-21	\$125.00	\$48,860
10510-450500	Youth Skating School	Recover cost of operating activity	9 lessons	\$108.00	N	\$42,120	1-Jan-21	\$113.50	\$44,226
10510-450500	Parent & Tot Skating School	Recover cost of operating activity	10 lessons	\$112.00	N	\$8,960	1-Jan-21	\$118.00	\$9,408
10510-450500	Skateboard & Scooter Camp	Recover cost of operating activity	1 week	N/A	N	N/A	1-Jan-21	\$235.00	\$9,400
10510-450500	Youth Power Skating	Recover cost of operating activity	10 classes	\$181.00	N	\$22,235	1-Jan-21	\$190.00	\$23,347
10510-450500	Youth Ball Hockey	Recover cost of operating activity	8 games	\$83.00	N	\$8,549	1-Jan-21	\$87.25	\$8,976
10510-450500	Arena Programming	Recover cost of operating activity	variable	N/A	Y	N/A	1-Jan-21	variable	\$9,500
10510-450500	Adult Recreational Hockey	Recover cost of operating activity	24 games	\$344.00	Y	\$16,512	1-Jan-21	\$361.25	\$17,338
10510-450500	Adult Recreational Hockey - goalies	Recover cost of operating activity	24 games	\$173.00	Y	\$692	1-Jan-21	\$182.00	\$727
10510-450500	Program Withdrawal Fee - Adult	Recover Admin Costs	session	10% (min \$10)	Y	\$0	N/A	10% (min \$10)	\$0
10510-450500	Program Withdrawal Fee - Child	Recover Admin Costs	session	10% (min \$10)	N	\$0	N/A	10% (min \$10)	\$0
	Total					\$260,471			\$292,756



# Form 6

## User Fees and Charges - 2021

Department	Community Services								
Division	Recreation Division								
Activity	Peterborough Sport & Wellness Centre								
G/L Account Number	User Fee Name and Description	Rationale for Fee recover all/partial co recovery of admin charges	Unit Basis (Time / participant)	Current Rate presently in affect	HST Y or N	2020 Total Budgeted Rev from Fee	Date of Rate Change for 2021	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from Fee
C1	C2	C3	C4	C9	C6	C7	C8	C9	C10
10465-450085	Young Adult (18-24) - Year		12 Month Term	\$420.00	Yes	\$7,500.00	1-Jan-21	\$450.00	\$6,750.00
10465-450085	Young Adult (18-24) - PAP Monthly		Monthly PAP	\$35.00	Yes	\$15,000.00	1-Jan-21	\$37.50	\$15,937.50
10465-450085	Adult (18-54) - Year		12 Month Term	\$540.00	Yes	\$67,500.00	1-Jan-21	\$570.00	\$71,250.00
10465-450085	Adult (18-54) - PAP Monthly		Monthly PAP	\$45.00	Yes	\$157,000.00	1-Jan-21	\$47.50	\$150,812.50
10465-450085	Adult - Silver (55-74) - Year		12 Month Term	\$510.00	Yes	\$229,000.00	1-Jan-21	\$540.00	\$229,500.00
10465-450085	Adult - Silver (55-74) - PAP Monthly		Monthly PAP	\$42.50	Yes	\$152,500.00	1-Jan-21	\$45.00	\$154,125.00
10465-450085	Adult - Gold (75-84) - Year		12 Month Term	\$420.00	Yes	\$136,500.00	1-Jan-21	\$450.00	\$112,500.00
10465-450085	Adult - Gold (75-84) - PAP Monthly		Monthly PAP	\$35.00	Yes	\$50,000.00	1-Jan-21	\$37.50	\$55,312.50
10465-450085	Adult - Platinum (85+)		12 Month Term	\$0.00	Yes	\$0.00	1-Jan-21	\$0.00	\$0.00
10465-450085	One Adult Family - Year		12 Month Term	\$900.00	Yes	\$22,500.00	1-Jan-21	\$945.00	\$28,350.00
10465-450085	One Adult Family - PAP Monthly		Monthly PAP	\$75.00	Yes	\$50,000.00	1-Jan-21	\$78.75	\$51,187.50
10465-450085	Family - Year		12 Month Term	\$1,020.00	Yes	\$75,000.00	1-Jan-21	\$1,074.00	\$85,920.00
10465-450085	Family - PAP Monthly		Monthly PAP	\$85.00	Yes	\$225,000.00	1-Jan-21	\$89.50	\$223,750.00
10465-450085	Program Withdrawal Fee - Adult	Recover Admin Session	Session	10% (min \$5)	Yes	\$0.00		10% (min \$5)	
10465-450085	Program Withdrawal Fee - Child	Recover Admin Session	Session	10% (min \$5)	No	\$0.00		10% (min \$5)	
10465-450085	Membership Access Card Replacement		Per Item	\$4.43	Yes	\$500.00	1-Jan-21	\$4.75	\$536.12
10465-450085	Infant (0-2)		12 Month Term	\$0.00	No	\$0.00	1-Jan-21	\$0.00	\$0.00
10465-450085	Child (3-14) - Year		12 Month Term	\$300.00	No	\$15,000.00	1-Jan-21	\$315.00	\$15,750.00
10465-450085	Child (3-14) - Monthly PAP		Monthly PAP	\$25.00	No	\$5,000.00	1-Jan-21	\$26.25	\$5,250.00
10465-450085	Student (15-24) - Year		12 Month Term	\$300.00	Yes	\$37,000.00	1-Jan-21	\$315.00	\$39,375.00
10465-450085	Student (15-24) - PAP Monthly		Monthly PAP	\$25.00	Yes	\$5,000.00	1-Jan-21	\$26.25	\$5,250.00
	<b>Discount/Group Rates</b>		<b>Discount per Member</b>						
	Couple Discount (Adult memberships only)			10%					
	Groups of 10 - 14 members			10%					
	Groups of 15 - 19 members			15%					
	Groups of 20 or more members			20%					
<b>10465-450085</b>	<b>Membership Revenue</b>	<b>Recovery</b>				<b>\$1,250,000.00</b>			<b>\$1,251,556.12</b>
10465-450515	Child/Youth Swim Lessons - 30 Min	Non Member	Per Class	\$8.00	No	\$146,000.00	1-Jan-21	\$8.25	\$99,000.00
10465-450515	Child/Youth Swim Lessons - 30 Min	Member	Per Class	\$0.00	No	\$0.00	1-Jan-21	\$6.50	\$47,125.00
10465-450515	Child/Youth Swim Lessons - 45 Min	Non Member	Per Class	\$8.50	No	\$45,475.00	1-Jan-21	\$8.75	\$29,531.25
10465-450515	Child/Youth Swim Lessons - 45 Min	Member	Per Class	\$0.00	No	\$0.00	1-Jan-21	\$6.50	\$16,087.50
10465-450515	Child/Youth Swim Lessons - 60 Min	Non Member	Per Class	\$9.00	No	\$13,600.00	1-Jan-21	\$9.25	\$9,250.00
10465-450515	Child/Youth Swim Lessons - 60 Min	Member	Per Class	\$0.00	No	\$0.00	1-Jan-21	\$6.50	\$4,712.50

# Form 6

## User Fees and Charges - 2021

Department	Community Services								
Division	Recreation Division								
Activity	Peterborough Sport & Wellness Centre								
G/L Account Number	User Fee Name and Description	Rationale for Fee recover all/partial co recovery of admin charges	Unit Basis (Time / participant)	Current Rate presently in affect	HST Y or N	2020 Total Budgeted Rev from Fee	Date of Rate Change for 2021	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from Fee
C1	C2	C3	C4	C9	C6	C7	C8	C9	C10
10465-450515	Child/Youth Private Lessons - 30 Min	Non Member	Per Class	\$20.50	No	\$36,900.00	1-Jan-21	\$21.00	\$20,475.00
10465-450515	Child/Youth Private Lessons - 30 Min	Member	Per Class	\$0.00	No	\$0.00	1-Jan-21	\$17.50	\$16,625.00
10465-450515	Child/Youth Semi-Private Lessons - 30 Min	Non Member	Per Class	\$12.00	No	\$10,680.00	1-Jan-21	\$12.50	\$7,500.00
10465-450515	Child/Youth Semi-Private Lessons - 30 Min	Member	Per Class	\$0.00	No	\$0.00	1-Jan-21	\$10.25	\$3,331.25
10465-450515	Adaptive Lessons 1:1	Non Member	Per Lesson	\$20.00	No	\$2,250.00	1-Jan-21	\$21.00	\$1,575.00
10465-450515	Adaptive Lessons 1:1	Member	Per Lesson	\$0.00	No	\$0.00	1-Jan-21	\$17.50	\$875.00
10465-450515	Adaptive Lessons Low Ratio	Non Member	Per Lesson	\$12.00	No	\$2,250.00	1-Jan-21	\$12.50	\$1,250.00
10465-450515	Adaptive Lessons Low Ratio	Member	Per Lesson	\$0.00	No	\$0.00	1-Jan-21	\$10.25	\$768.75
10465-450515	Underwater Hockey	Non Member	Per Session	\$10.00	Yes	\$760.00	1-Jan-21	\$10.00	\$500.00
10465-450515	Underwater Hockey	Member	Per Lesson	\$0.00	No	\$0.00	1-Jan-21	\$6.50	\$162.50
10465-450515	Fitness Swimmer	Non Member	Per Session	\$10.00	Yes	\$1,000.00	1-Jan-21	\$10.00	\$500.00
10465-450515	Fitness Swimmer	Member	Per Lesson	\$0.00	No	\$0.00	1-Jan-21	\$6.50	\$162.50
10465-450515	Junior Lifeguard Club	Non Member	Per Session	\$10.00	No	\$1,000.00	1-Jan-21	\$10.00	\$500.00
10465-450515	Junior Lifeguard Club	Member	Per Lesson	\$0.00	No	\$0.00	1-Jan-21	\$6.50	\$162.50
10465-450515	Child/Youth Bronze Medallion & First Aid		Per Class	\$19.00	No	\$3,135.00	1-Jan-21	\$19.50	\$3,217.50
10465-450515	Bronze Cross		Per Class	\$19.00	Yes	\$2,565.00	1-Jan-21	\$19.50	\$2,632.50
10465-450515	Instructor / NLS Recert		1 Class	\$85.00	Yes	\$3,500.00		\$85.00	\$3,500.00
10465-450515	Bronze Med / Cross Manuals		1 Set	\$51.50	Yes	\$103.00	1-Jan-21	\$52.50	\$105.00
10465-450515	Bronze Med Exam Fee		1 Exam	\$50.00	No	\$250.00		\$50.00	\$250.00
10465-450515	Bronze Cross Exam Fee		1 Exam	\$50.00	Yes	\$250.00		\$50.00	\$250.00
10465-450515	LSS Instructor Workbook		1 Set	\$61.75	Yes	\$205.00	1-Jan-21	\$62.50	\$207.49
10465-450515	LSS Swim and Lifesaving Instructor Training		Per Class	\$25.00	Yes	\$500.00		\$25.00	\$500.00
10465-450515	First Aid, CPR & AED Course		16 Hours	\$135.00	Yes	\$650.00		\$135.00	\$650.00
10465-450515	SFA Recertification		8 Hours	\$80.00	Yes	\$500.00		\$80.00	\$500.00
10465-450515	National Lifeguard Course		Per Class	\$25.00	Yes	\$2,500.00		\$25.00	\$2,500.00
10465-450515	National Lifeguard Instructor Course		18 Hours	\$165.00	Yes	\$2,500.00		\$165.00	\$2,500.00
10465-450515	LSS Assistant Instructor Course		Per Class	\$19.00	Yes	\$2,565.00		\$20.50	\$2,565.00
10465-450515	Standard First Aid Instructor		18 Hours	\$165.00	Yes	\$1,650.00		\$165.00	\$1,650.00
10465-450515	Examiner Standard/Advanced Instructor Course		Per Class	\$85.00	Yes	\$650.00		\$85.00	\$650.00
10465-450515	LSS SFA Course Manual		1 Set	\$20.50	Yes	\$205.00		\$20.50	\$205.00
10465-450515	National Lifeguard Alert Manual		1 Set	\$51.50	Yes	\$510.00	1-Jan-21	\$52.50	\$525.00
10465-450515	Lifesaving Society Aquatic Supervisor		Per Session	\$85.00	Yes	\$850.00		\$85.00	\$850.00
<b>10465-450515</b>	<b>Swim Lessons Revenue</b>	<b>Recovery</b>				<b>\$283,003.00</b>			<b>\$283,351.24</b>

# Form 6

## User Fees and Charges - 2021

Department	Community Services								
Division	Recreation Division								
Activity	Peterborough Sport & Wellness Centre								
G/L Account Number	User Fee Name and Description	Rationale for Fee recover all/partial co recovery of admin charges	Unit Basis (Time / participant)	Current Rate presently in affect	HST Y or N	2020 Total Budgeted Rev from Fee	Date of Rate Change for 2021	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from Fee
C1	C2	C3	C4	C9	C6	C7	C8	C9	C10
10465-450505	Swim Pass - Individual		1 Visit	\$4.43	Yes	\$75,000.00		\$4.43	\$75,000.00
10465-450505	Swim Pass - Group of 5		1 Visit	\$13.27	Yes	\$25,000.00		\$13.27	\$25,000.00
<b>10465-450505</b>	<b>Recreational Swim Revenue</b>	<b>Recovery</b>				<b>\$100,000.00</b>			<b>\$100,000.00</b>
10465-450490	Pool Rental - Leisure Pool + 1 Guards		1 Hour	\$120.00	Yes	\$360.00	1-Jan-21	\$125.00	\$375.00
10465-450490	Pool Rental - Therapy Pool + 1 Guard		1 Hour	\$85.00	Yes	\$85.00	1-Jan-21	\$92.50	\$92.50
10465-450490	Rental - Indoor Water Slide + 2 Guards		1 Hour	\$60.00	Yes	\$60.00	1-Jan-21	\$65.00	\$65.00
10465-450490	Additional Guard		1 Hour	\$40.00	Yes	\$200.00	1-Jan-21	\$42.50	\$212.50
<b>10465-450490</b>	<b>Aquatic Rentals</b>	<b>Recovery</b>				<b>\$750.00</b>			<b>\$750.00</b>
10465-450545	Wellness Centre Daily Drop in Day Pass		Day Pass	\$15.00	Yes	\$25,000.00		\$15.00	\$25,000.00
<b>10465-450545</b>	<b>Wellness Centre Drop in Revenue</b>	<b>Recovery</b>				<b>\$25,000.00</b>			<b>\$25,000.00</b>
10465-450510	Aqua Fitness - Level I	Non Member	Per Class	\$5.15	Yes	\$18,000.00	1-Jan-21	\$5.50	\$16,500.00
10465-450510	Aqua Fitness - Level I	Member	Per Class	\$0.00	Yes	\$0.00	1-Jan-21	\$5.00	\$2,500.00
10465-450510	Aqua Fitness - Level II	Non Member	Per Class	\$6.15	Yes	\$4,350.00	1-Jan-21	\$6.50	\$4,062.50
10465-450510	Aqua Fitness - Level II	Member	Per Class	\$0.00	Yes	\$0.00	1-Jan-21	\$5.00	\$625.00
10465-450510	Aqua Fitness - Level III	Non Member	Per Class	\$7.15	Yes	\$3,350.00	1-Jan-21	\$7.50	\$3,000.00
10465-450510	Aqua Fitness - Level III	Member	Per Class	\$0.00	Yes	\$0.00	1-Jan-21	\$5.00	\$375.00
10465-450510	Aqua Fitness - Level IV	Non Member	Per Class	\$0.00	Yes	\$0.00	1-Jan-21	\$8.50	\$3,135.00
10465-450510	Aqua Fitness - Level IV	Member	Per Class	\$0.00	Yes	\$0.00	1-Jan-21	\$5.00	\$0.00
<b>10465-450510</b>	<b>Registered Aquafit Revenue</b>	<b>Recovery</b>				<b>\$25,700.00</b>			<b>\$30,197.50</b>
10465-450540	Land Fitness - Level I	Non Member	Per Class	\$5.15	Yes	\$2,600.00	1-Jan-21	\$5.50	\$1,787.50
10465-450540	Land Fitness - Level I	Member	Per Class	\$0.00	Yes	\$0.00	1-Jan-21	\$5.00	\$1,125.00
10465-450540	Land Fitness - Level II	Non Member	Per Class	\$5.65	Yes	\$5,150.00	1-Jan-21	\$6.00	\$5,250.00
10465-450540	Land Fitness - Level II	Member	Per Class	\$0.00	Yes	\$0.00	1-Jan-21	\$5.00	\$625.00
10465-450540	Land Fitness - Level III	Non Member	Per Class	\$0.00	Yes	\$0.00	1-Jan-21	\$6.25	\$0.00
10465-450540	Land Fitness - Level III	Member	Per Class	\$0.00	Yes	\$0.00	1-Jan-21	\$5.00	\$0.00
10465-450540	Land Fitness - Level IV	Non Member	Per Class	\$6.65	Yes	\$10,225.00	1-Jan-21	\$7.00	\$7,875.00
10465-450540	Land Fitness - Level IV	Member	Per Class	\$0.00	Yes	\$0.00	1-Jan-21	\$5.00	\$2,250.00
10465-450540	Land Fitness - Level V	Non Member	Per Class	\$0.00	Yes	\$0.00	1-Jan-21	\$7.75	\$5,812.50
10465-450540	Land Fitness - Level V	Member	Per Class	\$0.00	Yes	\$0.00	1-Jan-21	\$5.00	\$1,500.00
10465-450540	Land Fitness - Level VI	Non Member	Per Class	\$8.15	Yes	\$7,750.00	1-Jan-21	\$8.50	\$5,312.50
10465-450540	Land Fitness - Level VI	Member	Per Class	\$0.00	Yes	\$0.00	1-Jan-21	\$5.00	\$1,750.00
10465-450540	Land Fitness - Level VII	Non Member	Per Class	\$9.15	Yes	\$7,650.00	1-Jan-21	\$9.50	\$5,937.50

# Form 6

## User Fees and Charges - 2021

Department	Community Services								
Division	Recreation Division								
Activity	Peterborough Sport & Wellness Centre								
G/L Account Number	User Fee Name and Description	Rationale for Fee recover all/partial co recovery of admin charges	Unit Basis (Time / participant)	Current Rate presently in affect	HST Y or N	2020 Total Budgeted Rev from Fee	Date of Rate Change for 2021	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from Fee
C1	C2	C3	C4	C9	C6	C7	C8	C9	C10
10465-450540	Land Fitness--Level VII	Member	Per Class	\$0.00	Yes	\$0.00	1-Jan-21	\$5.00	\$1,375.00
10465-450540	Land Fitness--Level VIII	Non Member	Per Class	\$10.15	Yes	\$1,525.00	1-Jan-21	\$10.50	\$10.50
10465-450540	Land Fitness--Level VIII	Member	Per Class	\$0.00	Yes	\$0.00	1-Jan-21	\$5.00	\$250.00
10465-450540	Land Fitness--Level IX	Non Member	Per Class	\$10.50	Yes	\$1,525.00	1-Jan-21	\$11.00	\$1,100.00
10465-450540	Land Fitness--Level IX	Member	Per Class	\$0.00	Yes	\$0.00	1-Jan-21	\$5.00	\$225.00
10465-450540	Walking Track Program	Non Member	Per Week	\$5.25	Yes	\$5,250.00		\$5.75	\$5,750.00
<b>10465-450540</b>	<b>Registered Fitness Revenue</b>	<b>Recovery</b>				<b>\$41,675.00</b>			<b>\$47,935.50</b>
10465-450550	Personal Training - Youth Get Started		Per Session	\$35.00	No	\$31,500.00		\$35.00	\$13,125.00
10465-450550	Fit for Life Package		Per Session	\$35.00	Yes	\$175.00	1-Jan-21	\$75.00	\$3,000.00
10465-450550	Intro to Personal Training	Non Member	Per Session	\$125.00	Yes	\$34,375.00	1-Jan-21	\$50.00	\$6,250.00
10465-450550	Intro to Personal Training	Member	Per Session	\$0.00	Yes	\$0.00	1-Jan-21	\$35.00	\$1,750.00
10465-450550	Personal Trainer - 6	Non Member	Per Package	\$178.00	Yes	\$1,175.00	1-Jan-21	\$190.00	\$1,900.00
10465-450550	Personal Trainer - 6	Member	Per Package	\$0.00	Yes	\$0.00	1-Jan-21	\$165.00	\$3,300.00
10465-450550	Personal Trainer - 12	Non Member	Per Package	\$355.00	Yes	\$1,775.00	1-Jan-21	\$350.00	\$3,500.00
10465-450550	Personal Trainer - 12	Member	Per Package	\$0.00	Yes	\$0.00	1-Jan-21	\$315.00	\$6,300.00
10465-450550	Personal Trainer - 18	Non Member	Per Package	\$528.00	Yes	\$1,250.00	1-Jan-21	\$490.00	\$4,900.00
10465-450550	Personal Trainer - 18	Member	Per Package	\$0.00	Yes	\$0.00	1-Jan-21	\$415.00	\$8,300.00
10465-450550	Personal Trainer - 24	Non Member	Per Package	\$752.00	Yes	\$1,500.00	1-Jan-21	\$605.00	\$3,025.00
10465-450550	Personal Trainer - 24	Member	Per Package	\$0.00	Yes	\$0.00	1-Jan-21	\$515.00	\$7,725.00
10465-450550	Personal Trainer - 36	Non Member	Per Package	\$1,077.00	Yes	\$2,150.00	1-Jan-21	\$810.00	\$4,050.00
10465-450550	Personal Trainer - 36	Member	Per Package	\$0.00	Yes	\$0.00	1-Jan-21	\$675.00	\$3,375.00
10465-450550	Personal Training Pkg - Team Training (<10ppl)		Per Package	\$0.00	Yes	\$0.00	1-Jan-21	\$115.00	\$1,500.00
<b>10465-450550</b>	<b>Personal Training Revenue</b>	<b>Recovery</b>				<b>\$75,000.00</b>			<b>\$72,000.00</b>

# Form 6

## User Fees and Charges - 2021

Department	Community Services								
Division	Recreation Division								
Activity	Peterborough Sport & Wellness Centre								
G/L Account Number	User Fee Name and Description	Rationale for Fee recover all/partial co recovery of admin charges	Unit Basis (Time / participant)	Current Rate presently in affect	HST Y or N	2020 Total Budgeted Rev from Fee	Date of Rate Change for 2021	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from Fee
C1	C2	C3	C4	C9	C6	C7	C8	C9	C10
10465-450620	Youth Recreation Program - 30 Min	Non Member	Per Class	\$6.00	No	\$13,350.00	1-Jan-21	\$6.50	\$12,675.00
10465-450620	Youth Recreation Program - 30 Min	Member	Per Class	\$0.00	No	\$0.00	1-Jan-21	\$5.00	\$875.00
10465-450620	Youth Recreation Program - 45 Min	Non Member	Per Class	\$6.50	No	\$4,500.00	1-Jan-21	\$7.00	\$3,850.00
10465-450620	Youth Recreation Program - 45 Min	Member	Per Class	\$0.00	No	\$0.00	1-Jan-21	\$5.00	\$750.00
10465-450620	Youth Recreation Program - 60 Min	Non Member	Per Class	\$7.00	No	\$7,525.00	1-Jan-21	\$7.50	\$7,125.00
10465-450620	Youth Recreation Program - 60 Min	Member	Per Class	\$0.00	No	\$0.00	1-Jan-21	\$5.00	\$125.00
10465-450620	Birthday Party - Preschool		Per Event	\$82.50	Yes	\$1,800.00	1-Jan-21	\$90.00	\$1,965.00
10465-450620	Birthday Party - Gym Time		Per Event	\$170.00	Yes	\$5,050.00	1-Jan-21	\$185.00	\$5,500.00
10465-450620	Birthday Party - Gym and Swim		Per Event	\$230.00	Yes	\$3,300.00	1-Jan-21	\$250.00	\$3,587.00
10465-450620	Birthday Party - Extra Child Fee		Per Child	\$15.00	Yes	\$750.00	1-Jan-21	\$16.50	\$825.00
10465-450620	Youth Birthday Package - Cancellation Fee		Per Event	\$25.00	Yes	\$100.00	1-Jan-21	\$27.50	\$110.00
10465-450620	Child and Youth Certification - NLS First Aid		Per Class	\$135.00	Yes	\$3,375.00	1-Jan-21	\$140.00	\$3,500.00
10465-450620	Child and Youth Certification - NLS First Aid	Recert.	Per Class	\$80.00	Yes	\$2,400.00	1-Jan-21	\$85.00	\$2,125.00
10465-450620	Child and Youth Certification - Other Prog.		Per Class	\$0.00	Yes	\$0.00	1-Jan-21	\$85.00	\$2,125.00
10465-450620	Child and Youth Workshop	Non Member	Per Class	\$10.00	No	\$750.00	1-Jan-21	\$11.00	\$825.00
10465-450620	Child and Youth Workshop	Member	Per Class	\$100.00	No	\$1,475.00	1-Jan-21	\$7.50	\$187.50
<b>10465-450620</b>	<b>Child &amp; Youth Program Revenue</b>	<b>Recovery</b>				<b>\$45,875.00</b>			<b>\$46,149.50</b>
10465-450520	Camp Program - Single Day Camp	Non Member	Per Day	\$45.00	No	\$13,350.00	1-Jan-21	\$47.50	\$8,312.50
10465-450520	Camp Program - Single Day Camp	Member	Per Day	\$0.00	No	\$0.00	1-Jan-21	\$35.00	\$2,625.00
10465-450520	Youth Camp - Summer & March Break	Non Member	Per Day	\$41.60	No	\$44,825.00	1-Jan-21	\$45.00	\$105,750.00
10465-450520	Youth Camp - Summer & March Break	Member	Per Day	\$0.00	No	\$0.00	1-Jan-21	\$35.00	\$43,750.00
10465-450520	Youth Camp Program - LIT/Volunteer	Non Member	Per Day	\$45.00	No	\$2,225.00	1-Jan-21	\$45.00	\$1,575.00
10465-450520	Youth Camp Program - LIT/Volunteer	Member	Per Day	\$0.00	No	\$0.00	1-Jan-21	\$35.00	\$525.00
10465-450520	Camp Lunch Program		Per Day	\$7.00	No	\$5,600.00	1-Jan-21	\$8.25	\$8,250.00
<b>10465-450520</b>	<b>Total Day Camp Revenue</b>	<b>Recovery</b>				<b>\$167,000.00</b>			<b>\$170,787.50</b>
10465-450495	Child Minding Pass - Non Member		Per Visit	\$9.00	No	\$625.00	1-Jan-21	\$10.00	\$200.00
10465-450495	Child Minding Pass - 1 Month	New 2020	Per Month	\$0.00	No	\$0.00	1-Jan-21	\$25.00	\$1,875.00
<b>10465-450495</b>	<b>Child Minding Revenue</b>	<b>Recovery</b>				<b>\$625.00</b>			<b>\$2,075.00</b>

# Form 6

## User Fees and Charges - 2021

Department	Community Services								
Division	Recreation Division								
Activity	Peterborough Sport & Wellness Centre								
G/L Account Number	User Fee Name and Description	Rationale for Fee recover all/partial co recovery of admin charges	Unit Basis (Time / participant)	Current Rate presently in affect	HST Y or N	2020 Total Budgeted Rev from Fee	Date of Rate Change for 2021	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from Fee
C1	C2	C3	C4	C9	C6	C7	C8	C9	C10
10465-450530	General Interest Workshop		1 Event	\$10.00	Yes	\$250.00	1-Jan-21	\$10.25	\$256.25
10465-450530	Special Interest Workshop		1 Event	\$10.00	Yes	\$250.00	1-Jan-21	\$11.00	\$275.00
10465-450530	Recreation Pass - Individual		1 Visit	\$4.00	Yes	\$2,000.00	1-Jan-21	\$4.43	\$2,215.00
10465-450530	Recreation Pass - Group Visit		1 Visit		Yes		1-Jan-21	\$13.27	\$1,658.75
10465-450530	Racket Sport Pass - Individual		Per Pass	\$75.00	Yes	\$2,500.00	1-Jan-21	\$80.00	\$2,400.00
<b>10465-450530</b>	<b>Adult/Senior Program Revenue</b>	<b>Recovery</b>				<b>\$5,000.00</b>			<b>\$6,805.00</b>
10465-450320	Multi-Purpose Room (1 Room)		Hourly	\$35.00	Yes	\$11,375.00	1-Jan-21	\$37.50	\$13,125.00
10465-450320	Multi-Purpose Room (2 Rooms)		Hourly	\$55.00	Yes	\$775.00	1-Jan-21	\$60.00	\$1,200.00
10465-450320	Multi-Purpose Room (3 Rooms)		Hourly	\$75.00	Yes	\$1,850.00	1-Jan-21	\$80.00	\$2,000.00
10465-450320	Multi-Purpose Room Full Day (1 Room)		Full Day	\$225.00	Yes	\$1,325.00	1-Jan-21	\$250.00	\$2,500.00
10465-450320	Multi-Purpose Room Full Day (2 Rooms)		Full Day	\$350.00	Yes	\$700.00	1-Jan-21	\$375.00	\$1,875.00
10465-450320	Multi-Purpose Room Full Day (3 Rooms)		Full Day	\$425.00	Yes	\$4,250.00	1-Jan-21	\$450.00	\$4,500.00
<b>10465-450320</b>	<b>Room Rental Revenue</b>	<b>Recovery</b>				<b>\$22,350.00</b>			<b>\$25,200.00</b>
10465-450485	Single Gym		Hourly	\$60.00	Yes	\$700.00	1-Jan-21	\$65.00	\$759.00
10465-450485	Double Gym		Hourly	\$85.00	Yes	\$500.00	1-Jan-21	\$90.00	\$529.00
10465-450485	Triple Gym		Hourly	\$115.00	Yes	\$1,500.00	1-Jan-21	\$125.00	\$1,630.00
10465-450485	Single Gym (Half Day) - Up to 6 hours		1/2 day	\$300.00	Yes	\$600.00	1-Jan-21	\$325.00	\$650.00
10465-450485	Double Gym - (Half Day) - Up to 6 hours		1/2 day	\$425.00	Yes	\$2,125.00	1-Jan-21	\$450.00	\$2,250.00
10465-450485	Triple Gym - (Half Day) - Up to 6 hours		1/2 day	\$550.00	Yes	\$5,500.00	1-Jan-21	\$600.00	\$6,000.00
10465-450485	Single Gym (Full Day) - More than 6 hrs, Less than 12 hrs		Daily	\$550.00	Yes	\$5,000.00	1-Jan-21	\$600.00	\$5,455.00
10465-450485	Double Gym (Full Day) - More than 6 hrs, Less than 12 hrs		Daily	\$750.00	Yes	\$5,000.00	1-Jan-21	\$800.00	\$5,335.00
10465-450485	Triple Gym (Full Day) - More than 6 hrs, Less than 12 hrs		Daily	\$950.00	Yes	\$3,500.00	1-Jan-21	\$1,000.00	\$4,000.00
10465-450485	Gym Floor Covering Charge		Install/Removal	\$250.00	Yes	\$250.00		\$250.00	\$250.00
10465-450485	Special Event Security / Parking		Hourly	\$50.00	Yes	\$325.00		\$50.00	\$325.00
<b>10465-450485</b>	<b>Gym Rental Revenue</b>	<b>Recovery</b>				<b>\$25,000.00</b>			<b>\$27,183.00</b>

# Form 6 User Fees and Charges - 2021

Department	Community Services
Division	Recreation
Activity	Outdoor Sport Field Permitting

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently in Effect	HST Y or N	2020 Total Budgeted Rev from Fee	Date of Rate Change for 2021 (if applicable)	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from Fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
10520-450040	Concession Fee - Short Term Event	Recover cost to deliver service	per hr	\$4.90	Y		1-Jan-21	\$5.20	
10520-450040	Concession Fee	Recover cost to deliver service	per day	\$114.60	Y		1-Jan-21	\$120.33	
	<b>Total 450040</b>	Total				<b>\$14,742</b>			<b>\$15,480</b>
10520-450455	Millennium Park Rentals	Recover cost to deliver service	1-100 persons	\$132.60	Y		1-Jan-21	\$139.25	
10520-450455	Millennium Park Rentals	Recover cost to deliver service	over 100 persons	\$199.95	Y		1-Jan-21	\$210.00	
10520-450455	Millennium Park Rentals	Recover cost to deliver service	Major Event	\$673.00	Y		1-Jan-21	\$707.00	
	<b>Total 450455</b>					<b>\$6,212</b>			<b>\$6,523</b>
10520-450460	Picnic Revenue Under 50 persons	Recover cost to deliver service	event	\$63.65	Y		1-Jan-21	\$67.00	
10520-450460	Picnic Revenue 51 - 75	Recover cost to deliver service	event	\$76.25	Y		1-Jan-21	\$80.00	
10520-450460	Picnic Revenue 76 - 100	Recover cost to deliver service	event	\$101.90	Y		1-Jan-21	\$107.00	
10520-450460	Picnic Revenue 101 - 200	Recover cost to deliver service	event	\$127.00	Y		1-Jan-21	\$133.50	
10520-450460	Picnic Revenue 200+	Recover cost to deliver service	event	\$165.55	Y		1-Jan-21	\$175.00	
10520-450460	Rental Cancellation Fee	Recover Admin Fees	Event	10% (min \$5)	Y		1-Jan-21	10% (min \$10)	
	<b>Total 450460</b>	Total				<b>\$12,444</b>			<b>\$13,066</b>
10520-450465	Occasional permits	Same rates as the league rates 10520-450470			Y				
10520-450465	Green Space Rental Fee	Recover cost to deliver service	Up to 2 hrs	N/A	Y		1-Jan-21	\$25.00	
10520-450465	Green Space Rental Fee	Recover cost to deliver service	Up to 4 hrs	N/A	Y		1-Jan-21	\$35.00	
10520-450465	Green Space Rental Fee	Recover cost to deliver service	Over 4 hrs	N/A	Y		1-Jan-21	\$50.00	
	<b>Total 450465</b>					<b>\$2,284</b>			<b>\$2,400.00</b>
10520-450470	Adult Premiere Sport Fields	Recover cost to deliver service	per hour	\$35.25	Y		1-Jan-21	\$37.00	
10520-450470	Youth Premiere Sport Fields	Recover cost to deliver service	per hour	\$9.00	N		1-Jan-21	\$9.50	
10520-450470	A Level Adult Sport Fields	Recover cost to deliver service	per hour	\$28.65	Y		1-Jan-21	\$30.10	
10520-450470	A Level Youth Sport Fields	Recover cost to deliver service	per hour	\$7.85	Y		1-Jan-21	\$8.25	
10520-450470	Artificial Sport Fields (1-9 Bookings)	Recover cost to deliver service	per hour	\$90.40	Y		1-Jan-21	\$95.00	
10520-450470	Artificial Sport Fields (10+ bookings)	Recover cost to deliver service	per hour	\$67.40	Y		1-Jan-21	\$70.80	
10520-450470	B Level Adult Sport Fields	Recover cost to deliver service	per hour	\$24.40	Y		1-Jan-21	\$25.60	
10520-450470	B Level Youth Sport Fields	Recover cost to deliver service	per hour	\$6.70	Y		1-Jan-21	\$7.00	
10520-450470	C Level Adult Sport Fields	Recover cost to deliver service	per hour	\$11.10	Y		1-Jan-21	\$11.70	
10520-450470	A Level Adult Sport Courts	Recover cost to deliver service	per hour	\$17.85	Y		1-Jan-21	\$18.75	
10520-450470	A Level Youth Sport Courts	Recover cost to deliver service	per hour	\$4.65	Y		1-Jan-21	\$4.90	
	<b>Total 450470</b>					<b>\$266,275</b>			<b>\$279,590</b>
10520-450475	Adult Tournament Fee	Recover cost to deliver service	per hour	\$14.36	Y		1-Jan-21	\$15.10	
10520-450475	Youth Tournament Fee	Recover cost to deliver service	per hour	\$7.30	Y		1-Jan-21	\$7.70	
	<b>Total 450475</b>					<b>\$17,774</b>			<b>\$18,660</b>
10520-450480	Light Fees	Recover cost to deliver service	per hr/field	\$24.00	Y		1-Jan-21	\$25.50	
	<b>Total 450480</b>	Total				<b>\$42,167</b>			<b>\$44,275</b>
	<b>Grand Total</b>					<b>\$361,898</b>			<b>\$379,994</b>

# Form 6

## User Fees and Charges - 2021

Department	Community Services
Division	Administration
Activity	Peterborough Marina

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from fee	Date of Rate Change for 2021- if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
<b>Dock Fees Daily Rates</b>									
10480-450005	Dock Fee - Daily + 15 amp power	Service Recovery + Power Service	per day / per foot	2.15	Y		1-Jan-21	\$2.20	
10480-450005	Dock Fee - Daily + 30 amp power	Service Recovery + Power Service	per day / per foot	2.15	Y		1-Jan-21	\$2.20	
10480-450005	Dock Fee - Daily + 30 (2) amp power	Service Recovery + Power Service	per day / per foot	3.20	Y		1-Jan-21	\$2.50	
10480-450005	Dock Fee - Daily + 50 amp power	Service Recovery + Power Service	per day / per foot	3.20	Y		1-Jan-21	\$2.50	
10480-450005	Dock Fee - Daily + Over 20+ Feet	Service Recovery + Power Service	per day / per foot	2.15	Y		1-Jan-21	\$2.20	
10480-450005	Dock Fee - Daily (No Power)	Service Recovery + Power Service	per day / per foot	1.90	Y		1-Jan-21	\$1.95	
<b>Dock Fees Weekly</b>									
10480-450005	Dock Fee - Weekly + 15 amp power	Service Recovery + Power Service	per week / per foot	\$10.05	Y		1-Jan-21	\$10.25	
10480-450005	Dock Fee - Weekly + 30 amp power	Service Recovery + Power Service	per week / per foot	\$10.05	Y		1-Jan-21	\$10.25	
10480-450005	Dock Fee - Weekly + 30 (2) amp power	Service Recovery + Power Service	per week / per foot	\$11.50	Y		1-Jan-21	\$10.50	
10480-450005	Dock Fee - Weekly + 50 amp power	Service Recovery + Power Service	per week / per foot	\$11.50	Y		1-Jan-21	\$10.50	
10480-450005	Dock Fee - Weekly + Over 20+ Feet	Service Recovery + Power Service	per week / per foot	\$10.95	Y		1-Jan-21	\$11.20	
10480-450005	Dock Fee - Weekly (No Power)	Service Recovery + Power Service	per week / per foot	\$9.70	Y		1-Jan-21	\$9.90	
<b>Dock Fees Monthly</b>									
10480-450005	Dock Fee - Monthly + 15 amp power	Service Recovery + Power Service	per month / per foot	\$22.45	Y		1-Jan-21	\$22.90	
10480-450005	Dock Fee - Monthly + 30 amp power	Service Recovery + Power Service	per month / per foot	\$22.45	Y		1-Jan-21	\$22.90	
10480-450005	Dock Fee - Monthly + 30 (2) amp power	Service Recovery + Power Service	per month / per foot	\$28.60	Y		1-Jan-21	\$24.60	
10480-450005	Dock Fee - Monthly + 50 amp power	Service Recovery + Power Service	per month / per foot	\$28.60	Y		1-Jan-21	\$24.60	
10480-450005	Dock Fee - Monthly + Over 20+ Feet	Service Recovery + Power Service	per month / per foot	\$17.95	Y		1-Jan-21	\$18.30	
10480-450005	Dock Fee - Monthly (No Power)	Service Recovery + Power Service	per month / per foot	\$17.70	Y		1-Jan-21	\$18.05	
<b>Dock Fees Seasonal</b>									
10480-450005	Dock Fee - Seasonal + 15 amp power	Service Recovery + Power Service	per season / per foot	\$51.35	Y		1-Jan-21	\$52.40	
10480-450005	Dock Fee - Seasonal + 30 amp power	Service Recovery + Power Service	per season / per foot	\$51.35	Y		1-Jan-21	\$52.40	
10480-450005	Dock Fee - Seasonal + 30 (2) amp power	Service Recovery + Power Service	per season / per foot	\$66.20	Y		1-Jan-21	\$56.35	
10480-450005	Dock Fee - Seasonal + 50 amp power	Service Recovery + Power Service	per season / per foot	\$66.20	Y		1-Jan-21	\$56.35	
10480-450005	Dock Fee - Seasonal + Over 20+ Feet	Service Recovery + Power Service	per season / per foot	\$48.55	Y		1-Jan-21	\$49.50	
10480-450005	Dock Fee - Seasonal (No Power)	Service Recovery + Power Service	per season / per foot	\$48.25	Y		1-Jan-21	\$49.20	
<b>Vehicle Parking</b>									
10480-450005	Seasonal Car Parking	Service Recovery	per month	\$42.85	Y		1-Jan-21	\$43.70	
<b>Cruise Boat</b>									
10480-450005	E-Dock Seasonal Parking	Service Recovery	per season	\$5,270.00	Y		1-Jan-21	\$5,375.00	
						<b>\$194,479.00</b>			<b>\$198,369</b>
<b>Park Rental</b>									
10480-450005	Del Cray Park - 1-100 persons	Service Recovery	per event	\$135.70	Y		1-Jan-21	\$138.00	
10480-450005	Del Cray Park - 101 - 300 persons	Service Recovery	per event	\$202.00	Y		1-Jan-21	\$206.00	
10480-450005	Del Cray Park 301 - 500 persons	Service Recovery	per event	\$265.00	Y		1-Jan-21	\$270.00	
10480-450005	Del Cray Park - Over 500 persons	Service Recovery	per event	\$417.00	Y		1-Jan-21	\$425.00	
10480-450005	Del Cray Park - Commercial	Service Recovery	per event	\$850.00	Y		1-Jan-21	\$870.00	
						<b>\$9,363.00</b>			<b>\$9,550</b>
<b>Ice Cream</b>									
10480-450005	Marina Food Sales - Ice Cream Lrg. Cone	Product Recovery	per item	5.60	Y		1-Jan-21	\$5.75	
10480-450005	Marina Food Sales - Ice Cream Lrg. Cup	Product Recovery	per item	10.20	Y		1-Jan-21	\$10.50	
10480-450005	Marina Food Sales - Ice Cream Med. Cone	Product Recovery	per item	4.35	Y		1-Jan-21	\$4.50	
10480-450005	Marina Food Sales - Ice Cream Sm. Cup	Product Recovery	per item	4.85	Y		1-Jan-21	\$4.95	
10480-450005	Marina Food Sales - Pre Packed Ice Cream	Product Recovery	per item	2.05	Y		1-Jan-21	\$2.10	



						<b>\$15,068.00</b>			<b>\$15,369</b>
<b>Food Vendors</b>									
10480-450005	Misc. Food Services Concession	Rental space	from RFP per season	Variable	Y	<b>\$15,705.00</b>	1-Jan-21	Variable Rate	<b>\$16,019</b>
<b>Miscellaneous</b>									
10480-450005	Marina Sewage - Pumpout Rate - 1 Tank	Service Recovery for < 20 Gallons	per item	18.35	Y	\$640.00	1-Jan-21	\$18.75	
10480-450005	Marina Sewage - Pumpout Rate - 2 Tanks	Service Recovery for > 20 Gallons	per item	31.00	Y	\$455.00	1-Jan-21	\$31.70	
10480-450005	Marina Supplies - Bug Spray	Product Recovery	per item	10.15	Y	\$716.00	1-Jan-21	\$10.50	
10480-450005	Marina Supplies - Clothing	Product Recovery	per item	Variable Rate	Y	\$245.00	1-Jan-21	Variable Rate	
10480-450005	Marina Supplies - Ice Blocks	Product Recovery	per item	4.10	Y	\$1,040.00	1-Jan-21	\$4.25	
10480-450005	Marina Supplies - Ice Cubes	Product Recovery	per item	3.85	Y	\$2,132.00	1-Jan-21	\$3.95	
10480-450005	Marina Supplies - Travel Book	Product Recovery	per item	26.50	Y	\$702.00	1-Jan-21	\$27.00	
10480-450005	Coin operated washer	Recover cost for product	per item	\$2.25	Y	\$530.00	1-Jan-21	\$2.50	
10480-450005	Coin operated dryer	Recover cost for product	per item	\$2.25	Y	\$418.00	1-Jan-21	\$2.50	
						<b>\$6,878.00</b>			<b>\$7,016</b>
	<b>Total 450005</b>					<b>\$248,371.00</b>			<b>\$246,323.00</b>
<b>Fuel</b>									
10480-450008	Marina Fuel Sales - Diesel	Product Recovery	per litre	Variable Rate	Y	<b>71,499</b>	1-Jan-21	Variable Rate	<b>\$67,500</b>
10480-450008	Marina Fuel Sales - Unleaded	Product Recovery	per litre	Variable Rate	Y	<b>108,750</b>	1-Jan-21	Variable Rate	<b>\$101,500</b>
	<b>Total 450008</b>					<b>\$180,249</b>			<b>\$169,000</b>
	<b>Grand Total</b>					<b>\$428,620.00</b>			<b>\$415,323.00</b>

**Form 6**  
**User Fees and Charges - 2021**

<b>Department</b>	Community Services
<b>Division</b>	Administration
<b>Activity</b>	Beavermead Park

G/L Account Number	User Fee Name and Description	Rationale for Fee (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from fee	Date of Rate Change for 2021- if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
10490	Group Camping (organized Group)	Cost to deliver service	per person	\$7.00	Y	N/A	N/A	\$7.00	N/A
10490	Group Camping (non-organized Group)	Cost to deliver service	per person	\$10.00	Y	N/A	N/A	\$10.00	N/A
10490	Unserviced site (no hydro)	Cost to deliver service	per night	\$47.00	Y	N/A	N/A	\$47.00	N/A
10490	Serviced site (30-amp hydro)	Cost to deliver service	per night	\$55.00	Y	N/A	N/A	\$55.00	N/A
10490	Serviced site (50-amp hydro)	Cost to deliver service	per night	\$57.00	Y	N/A	N/A	\$57.00	N/A
10490	Seasonal serviced site (30-amp hydro)	Cost to deliver service	per season	\$3,200.00	Y	N/A	N/A	\$3,200.00	N/A
10490	Seasonal serviced site (50-amp hydro)	Cost to deliver service	per season	\$3,300.00	Y	N/A	N/A	\$3,300.00	N/A
10490	Unserviced weekly rate (no hydro)	Cost to deliver service	per week	\$282.00	Y	N/A	N/A	\$282.00	N/A
10490	Serviced family weekly rate (30- amp hydro)	Cost to deliver service	per week	\$330.00	Y	N/A	N/A	\$330.00	N/A
10490	Serviced family weekly rate (50- amp hydro)	Cost to deliver service	per week	\$348.00	Y	N/A	N/A	\$348.00	N/A
10490	Additional Vehicle At Campsite (per night)	Cost to deliver service	per night	\$17.00	Y	N/A	N/A	\$17.00	N/A
10490	External sanitary tank dump	Cost to deliver service	per occasion	\$18.00	Y	N/A		\$18.00	N/A

# Form 6 User Fees and Charges - 2021

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 (ie. Government mandated, recover all or part of cost to deliver service, recovery of admin charges, etc)	Unit Basis (Time/ participant etc)	Current Rate Presently In Effect	HST Y or N	2020 Total Budgeted Rev from Fee	Date of Rate Change for 2021 - if applicable	Proposed Rate as per 2021 Budget	2021 Total Budgeted Rev from Fee
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
10565/10570/10575 - 450190	Parental Fees - total all programs	To offset costs associated with running the Municipal Child Care programs			N	\$719,002			\$1,368,693
			<b>Fee Schedule</b>						
		2% fee increase to occur January 27, 2020,	Tod - FD	46.50	N		1-Jan-21	47.45	
		Helps to offset the increase in costs of the child care programs.	Pre - FD	44.00	N		1-Jan-21	44.90	
			<b>Sporadic</b>						
			Tod - FD	46.50	N		1-Jan-21	47.45	
			Pre - FD	44.00	N		1-Jan-21	44.90	
			Tod/Pre-PD	31.20	N		1-Jan-21	31.80	
			JK/SK-AM	11.75	N		1-Jan-21	12.00	
			JK/SK-PM	14.85	N		1-Jan-21	15.15	
			SA-AM	10.75	N		1-Jan-21	10.95	
			SA-PM	13.75	N		1-Jan-21	14.00	

