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# City of Charlottetown

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## 2013 Budget



Cecil F. Villard, Chair

Administrative Services Committee

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March 26, 2013



## **City of Charlottetown**

### **2013 Budget**

Your Worship, Members of Council, Citizens of the City of Charlottetown.

A budget is an action plan and one of the most important policy documents for the City. Each year Council goes through an exhaustive approach to develop the best possible plan for the year having due regard for what needs to be done weighed against affordability.

#### **2012 Year End Position**

The City completed its 2012 operations with a surplus of \$183,329 on a budget of \$43.1M. Our Water and Sewer Utility operations experienced a surplus as well in the amount of \$385,380 on a \$10.4M budget.

A City surplus of less than half a percent on operations, plus a Utility surplus of less than 4% speaks to our ability and effectiveness to manage the public's money and maintain budget control.

#### **The Challenges for the 2013 Budget**

The delivery of service is predicated on finding the balance between community needs and wants and then matching resources. The Administrative Services Committee has convened several meetings over the past two months and all Members of Council were asked for input both individually and from their Standing Committees.

Last year at this time, I spoke of the negotiations with the Province which have spanned over two years in an attempt to achieve a new **revenue sharing formula** that was fair and equitable to both parties. This came as a result of the Land Use and Local Governance Report which recommended the non-commercial taxes be transferred to the level of government responsible for the actual provision of the service.

I regret to advise that there has been no agreement yet on a new formula. The Minister of Finance, Energy and Municipal Affairs has recently advised, however, of his willingness to reconvene the discussions with the objective of achieving an acceptable arrangement at both the provincial and municipal level. We look forward to a continuation of these discussions.

For this year, the Province has frozen our Municipal Support Grant to the 2012 level which you may recall was already reduced by 5% last year.

The introduction of the **Harmonized Sales Tax (HST)** presented a new challenge to the City. We have estimated the impact for this fiscal year including the Water and Sewer Utility and all capital projects at over \$1.4M of additional expense.

Until there is more information on the implications that the HST will have on the City, we have chosen to absorb the impact into every departmental budget. The City will track all HST payments to accurately determine the dollar impact over the coming year.

On a positive note, the Minister has acknowledged that the HST will place an added burden on the City and created an infrastructure program using some of their anticipated HST revenues. This program will return HST dollars to the City in the amount of \$1M which will be applied towards operations.

Notwithstanding the above challenges, the collaborative effort of all Council has generated a responsible budget where we have rationalized spending and yet maintained the same level of services provided in past years.

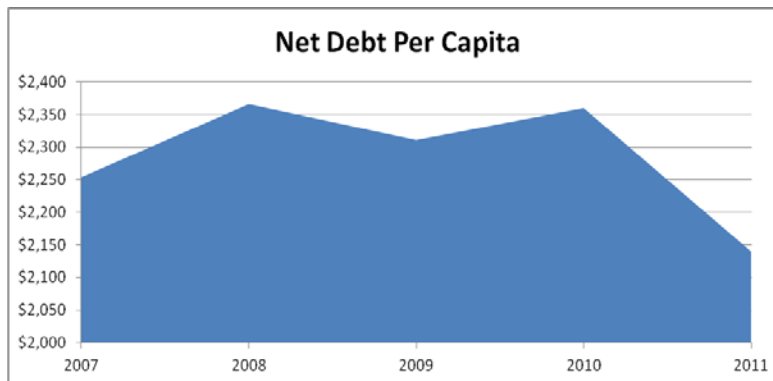
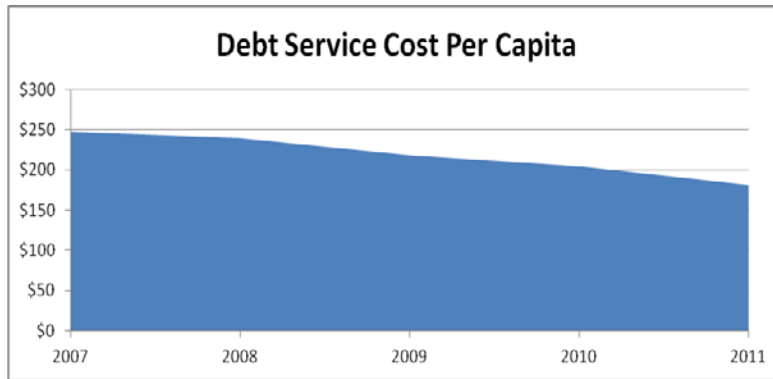
## **The Debt Review Study**

The level of indebtedness and the demands upon our Capital Program each year given our growing infrastructure deficit raised concerns in last year's budget. Added to these concerns was the decision to abandon the pay-as-you-go phase of our 2006 Capital Debt Reduction Strategy. As a consequence, the Administrative Services Committee called for an independent review of our debt levels, the approaches we take to managing our debt and the manner in which we fund our Capital Program. The firm of MacPherson Roche Smith and Associates was selected for this important study.

The result of this review was fourfold:

- 1) it first clarified the City's debt level;
- 2) it confirmed that "pay-as-you-go" is not a sustainable or practical policy;
- 3) it showed that the level of actual debt on the City's books is within reason and is being well managed; and
- 4) it was recommended that Council update and formally adopt principles which had been developed in the past couple of years to help guide how the capital budget should be developed and how the City's debt should be managed in the future.

Of interest from the Study, the City's net debt increased by only \$1.5M over a four year period from \$72.5M on December 31, 2007 to \$74M as of December 31<sup>st</sup>, 2011. During the same timeframe, our cost per capita to service the debt went down by \$66.00 and our net debt per capita also decreased by \$114.00. These are important trends showing the fiscal responsibility of the Council that are captured in the following graphs:



I will be continuing to work with my colleagues on the Administrative Services Committee to action the suggestions and recommendations contained within the Report. I am also asking Council to adopt this Report today so we can share this study with the community.

**The Opportunities for 2013**

This year, the City is projecting revenues and expenditures in the amount of \$44.4M. This amount is up from last year primarily as a result of two factors; additional tax revenue from our record setting development activity in the past few years, and the new Provincial infrastructure program tied to HST.

We have several new and exciting events and initiatives coming up that are being addressed in the budget. We are the City where this country was conceived – the

Birthplace of Confederation - and our intent is to celebrate our history and invite all Canadians to visit our proud community as part of the **2014 celebrations**.

Several national conventions will be hosted in the City in 2014 including Communities in Bloom, the Federation of Canadian Municipality's Sustainable Communities Conference and the Canadian Capital Cities Conference. As well, the ECMA's will be returning to the City and Charlottetown will host the Atlantic Mayors' Congress Conference. All are expected to have a positive economic impact on the City as a whole, but each requires preparations and commitments in advance to ensure their success.

### **A Vibrant and Sustainable City**

City Council and management continue to integrate sustainability principles in the delivery of core services. Adopted in 2010, our **Integrated Community Sustainability Plan** provides the City with strategic direction to deliver measurable objectives under environmental, economic, social and cultural pillars. This Plan has been branded as '**The Inspired City**' and our entire program and services are built upon our vision to create a more vibrant and sustainable City. Both our capital and operational budgets fund projects and programs designed to realize this vision.

Examples of projects and programs include the advancement of the **Arts and Culture** agenda which has taken on a higher priority. Council has received the Arts and Culture Task Force Report and allocated \$30,000 to address several of the recommendations. As well, our Sustainability Officer will continue to deliver programs and special initiatives aligned with the plan. We will continue, for instance, with our popular micro-grant program that supports local not-for-profit organizations in the coming weeks by announcing the 2013 successful applicants.

Under **Active Transportation**, the City has recently received the Regional Plan and has allotted both capital and operational funds to create a more cycling and pedestrian

friendly environment, including a way-finding strategy designed to increase awareness of the “walkability” of our City.

Our rebranded **T3 Transit** system continues as a success story with a growth in passenger numbers of over 8% in 2012. Transit helps reduce green house gas emissions and alleviates parking demands while being the most convenient and accessible form of moving people within the City.

The City has also made significant progress in advancing a number of environmental deliverables since the Plan was introduced. This budget recognizes the importance of the environment dedicating significant resources toward the creation of a **new water supply** and the protection of our existing water supply with several **conservation** initiatives.

**The Victoria Park Comprehensive Plan** currently underway and funded through our capital program will provide Council and Staff with strategic directions on the future management of this highly valued crown land, ensuring its sustainability for future generations.

**Protecting our heritage** is intrinsic to who we are as a Capital City and will continue to be at the core of what we do. This will be demonstrated through the advancement of the 500 Lots Plan and our attention to our historic Heritage Squares. Our popular Heritage Support Grants are being continued with a budget of \$65,000 for the program.

This budget will also address goals set out in the **economic pillar**, through the extensive review of both our waterfront and the City’s overall official plan. These plans will provide Council with the necessary planning principles to support future growth in a consistent and sustainable manner.

Under the social pillar, we know that **public safety** is key to the quality of life. The Charlottetown Police Services has allocations for technology enhancements that will make them more effective. New equipment for the Fire Department will ultimately

benefit every property owner and assist those called upon to perform such an important function.

**Community engagement** is integral to our success. As we develop plans affecting our major planning documents or our parks, we will continue to work collaboratively with our key stakeholders and our community to ensure that our shared goals are achieved.

### **Co-operation and Partnerships**

Cooperation and cultivating strong partnerships remains an integral part of this budget. The Province and City will co-operate on three major projects this year. Firstly, Phase II of the **Spring Park Combined Sewer Separation Project** will proceed improving water quality in the Harbour with a one third financial contribution from the Province.

Secondly, the Province, along with the Charlottetown Airport Authority is partnering with the City to cost share the **new roundabout** at the entrance to the Airport. Thirdly, the Province is once again joining with the City to continue combating unfair **Federal Job Losses** being encountered by the City and throughout the Island. The economic health of the City and the Province is too important to allow these changes to go unchallenged.

The promotion of tourism remains another important partnership. **Tourism** is a large part of the City's economy and this past year we entered into agreements with two exciting new entities, Discover Charlottetown and Meetings and Conventions PEI. In addition, our Special Events Reserve Fund Committee is partnering with several community groups and organizations to continue to bring numerous events and visitors to our City.

### **2013 Capital Program**

The renewal of infrastructure remains a high priority for the Council. To that end, we will undertake a Capital Program for the City of \$10.4M and a further Capital Program for the Utility of \$7.6M.



## A. Water Source

Throughout the unusually dry summer of 2012, renewed attention was drawn to the limitations of our water system. The Utility forecasted this issue and last year secured a site to supplement our existing well sites.

This year, the Utility will undertake **Phase I** of actual construction and complete the wells, construct a control building and access road, finish on-site piping and most importantly, undertake the design engineering of the ultimate connection to the system. The total allocation for this year's program is \$2.6M. The City currently has an application to the Province to offset a portion of this cost and is awaiting confirmation.

The total estimated cost of the remaining phases of the water source is \$14M. The Utility and Administrative Services Committee are developing a financial plan to address the City's portion of the project through the use of debt retirements and reserves with the intent of avoiding increases to water rates.

Coupled with the development of the new water source is the equally important objective of making a concerted effort to **conserve water**. This past year we adopted strategic policies including a Water Efficiency Policy that encourages new low flow fixtures in public buildings; a Water Conservation Policy for all City Departments that reduces our own use of potable water; Seasonal Water Restrictions for the period of June 1<sup>st</sup> to September 31<sup>st</sup>; and a Meters for Pools Policy requiring pool owners to install meters.

Funding has been provided in this budget that will have the Utility continue with incentives for rain barrels, toilet replacements, and water conservation kits.

## **B. Utility**

In addition to the new water source project, the Utility will also be undertaking projects totaling \$7.6M which includes:

- Phase II of the Spring Park Combined Sewer Separation project (\$3.8M). The financing plan to address the Utility share is in place. The Province will contribute \$1.3M and the City will again allocate \$1M from New Deal monies;
- Phase I of a multi-year campaign to convert the entire City to water meters (\$385,000). This will result in the installation of 1000 meters for customers currently on the flat rate system;
- a carry over to complete the Fox Run project (\$110,000);
- upgrades to the Waste Water Treatment Plant (\$250,000);
- and, a carry over to finalize improvements initiated last year at the Waste Water Treatment Plant (\$25,000).

## **C. Public Works**

Public Works projects totaling \$4.7M include:

- the final property and engineering design requirements for the St. Peter's Road Roundabout (\$310,000);
- the construction of the roundabout at the entrance to the Airport (\$500,000);
- improvements to the exterior and outside grounds of the West Royalty Community Centre (\$150,000 net);
- improvements to City Hall (\$150,000);
- a new pedestrian traffic signal and upgrades (\$450,000);
- an allocation to the Historic Hillsborough Commons project (\$30,000);
- Phase II of the underground wiring on Fitzroy Street (\$120,000);
- a further dollar commitment to the changeover to energy saving LED street lights (\$60,000);

- and, an allocation to undertake the normal projects involving street reconstruction and rehabilitation, storm water management, fleet acquisitions and sidewalks (\$2.9M).

Federal Gas Tax funding or New Deal money in the amount of \$2.4M will be used for street construction and resurfacing.

#### **D. Parks and Recreation**

Parks and Recreation will have a \$700,000 allocation to undertake the completion of the following projects:

- Victoria Park Master Plan (\$66,000);
- Phase III Confederation Park lighting (\$45,000);
- upgrades to the Civic Centre (\$82,500);
- a partnership contribution to the East Royalty Soccer Complex new field house (\$60,000);
- a new scoreboard at Central Field (\$20,000);
- new playground equipment (\$175,000);
- active streets and bike paths (\$30,000);
- upgrades to Simmons Arena (\$74,000);
- Andrew Pond trail extension (\$27,500);
- Victoria Park skate ramps renovation (\$30,000);
- Elmer MacFadyen Park upgrades (\$20,000);
- Memorial Field well development for watering purposes (\$10,000);
- and, various paving projects (\$60,000).

Council has also agreed to \$100,000 towards the Heritage Squares and \$100,000 to implement pending recommendations stemming from the Victoria Park Comprehensive Plan Study.

## **E. Urban Beautification**

Urban Beautification has been allocated \$150,000 to complete the upgrades commenced last year to Queen Street. This project will address the last block in front of the former Dominion Building.

## **F. Fire Department**

The Fire Department will have an allocation of \$2,250,000 to address both property and architectural designs of **a new fire hall**. This facility was recommended in a study by the insurance industry to ensure optimum coverage and the same level of fire protection provided across the City. Additional analysis is required but the allocation is there should the project proceed this year.

## **Input into Actions**

An open City government willingly consults with the community it serves. A progressive government listens to that input and then takes action. This budget actions what we have heard on several fronts.

Consultations will continue this year with both the Official Plan and the Zoning and Development Bylaw taking the forefront of discussions. We have already consulted with East Royalty and in the next three months open meetings will be held in our remaining neighbourhoods. Our objective is to update and refresh our planning policies governing land use and development. Consultants have been engaged and a budget of slightly over \$200,000 has been allocated to review these strategic documents.

We have consulted this past year on several topics including **the Waterfront**, the need for a **Regional Active Transportation Plan**, the refurbishing of the **Simmons Arena** property, our desire to support the **Arts and Culture** community and our desire to revamp our Heritage Squares. The Waterfront Plan is now in the hands of the Planning

Committee and combined with the 500 Lots Study, new and innovative policies are being developed for presentation to the community. The Regional Active Transportation Plan was a cooperative effort with Stratford, Cornwall and the Province and monies have been included in the budget to address recommendations forthcoming from the Plan. The Simmons Property remains a work in progress and the final plan will be unveiled in the next few months. Council will be implementing 12 of the 29 recommendations contained in the Arts and Culture Task Force Report this year. The study of our four Heritage Squares has generated design plans and we are addressing Phase I of the Plan.

The **Victoria Park Comprehensive Plan** is another study where we are seeking public input to include in the final report slated for mid summer. This budget contains an allocation to begin implementing what will be an exciting plan for the crown jewel of Parks.

### **Conclusion**

It is a privilege to advise that the services and programs that I have addressed herein have been achieved without the need for an increase in tax rates for either our residential or commercial properties. We have met our objectives for the community and present a balanced budget for 2013.

As Chair of Administrative Services Committee, it has been a pleasure to present the 2013 Budget. I wish to thank the Committee Members Councillors Melissa Hilton, Terry Bernard, and Edward Rice for their input, guidance and direction in reaching this budget. I extend my thanks as well to his Worship whose insight and direction continues to be invaluable. The balance of my colleagues on Council are also deserving of special mention for their input as this is a budget of the entire Council for all the citizens of Charlottetown.

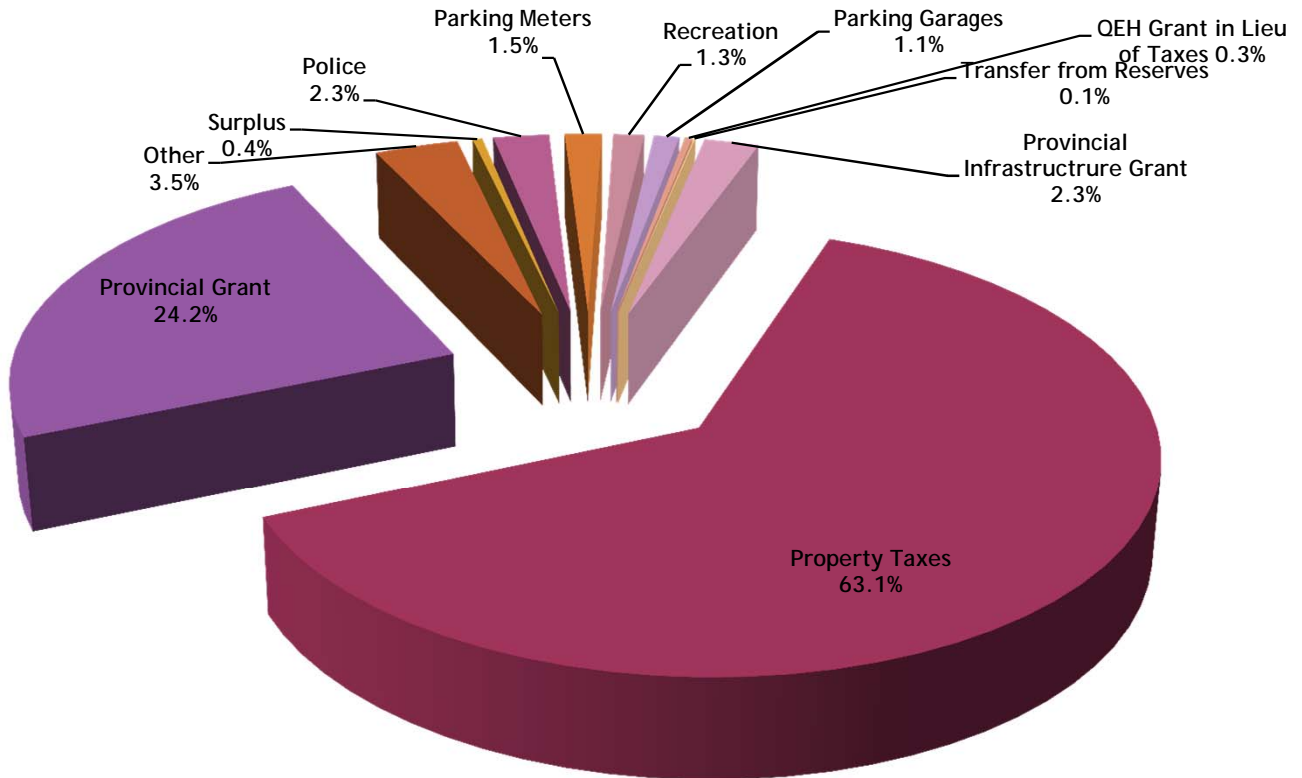
The adoption of this budget means the City will remain strong and well positioned financially for the future. We have developed a budget that has responded with

programs and services for our citizens and we have been diligent to ensure the taxpayer receives value for their tax dollar.

Your Worship, it is my pleasure to move the adoption of the City of Charlottetown Budget for 2013.

# City of Charlottetown 2013 Budget

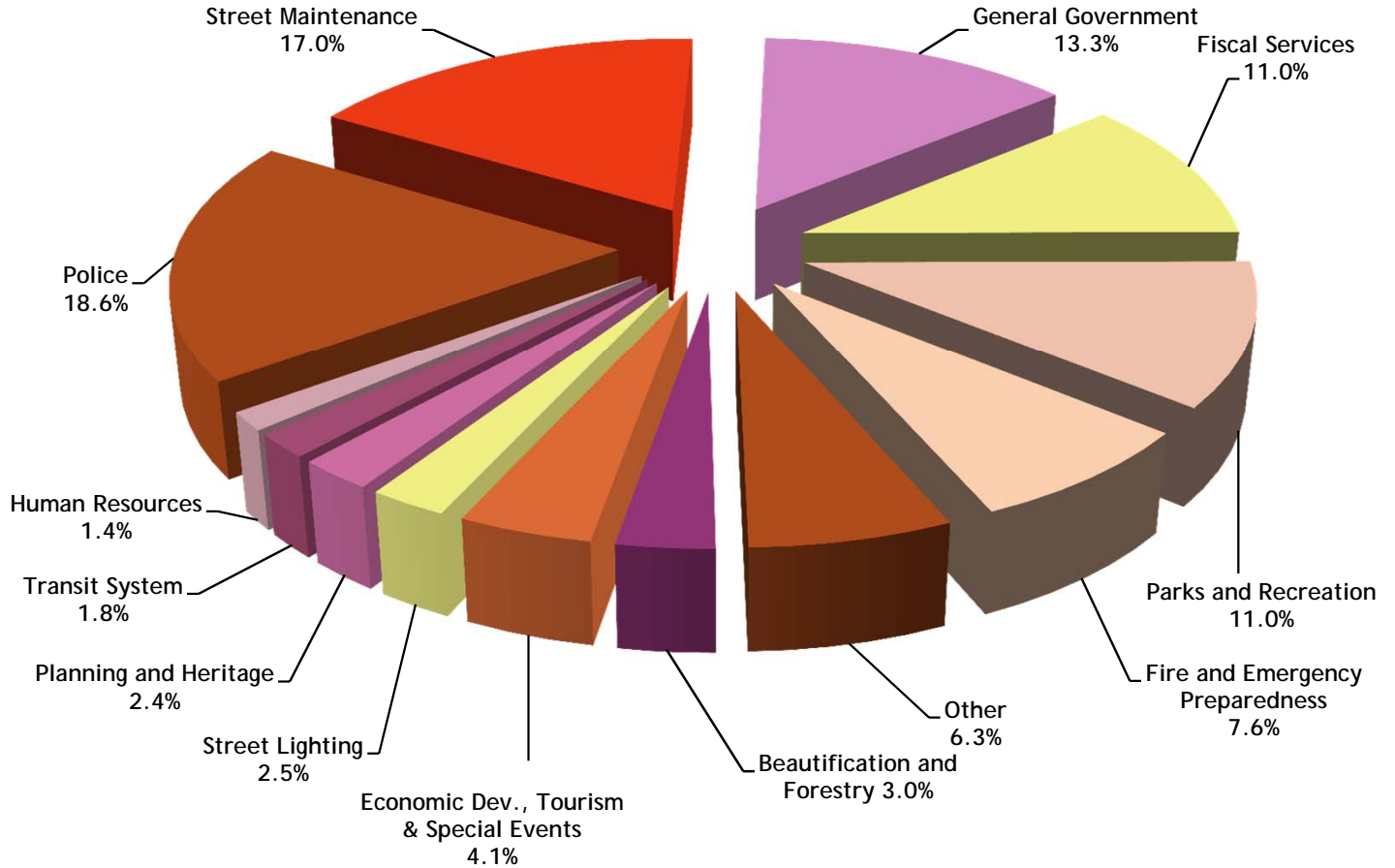
## Revenue



Property Taxes	\$ 28,058,375	63.1%
Provincial Grant	10,768,457	24.2%
Other	1,535,700	3.5%
Surplus	183,329	0.4%
Police	1,027,000	2.3%
Parking Meters	680,000	1.5%
Recreation	570,450	1.3%
Parking Garages	470,400	1.1%
QEH Grant in Lieu of Taxes	140,000	0.3%
Transfer from Reserves	25,913	0.1%
Provincial Infrastructure Grant	1,010,000	2.3%
<b>Total Revenue</b>	<b>\$ 44,469,624</b>	<b>100.0%</b>

# City of Charlottetown 2013 Budget

## Expenditures



Police	\$ 8,262,751	18.6%
Street Maintenance	7,572,342	17.0%
General Government	5,931,890	13.3%
Fiscal Services	4,873,489	11.0%
Parks and Recreation	4,883,600	11.0%
Fire and Emergency Preparedness	3,357,143	7.6%
Other	2,794,695	6.3%
Beautification and Forestry	1,345,835	3.0%
Economic Dev., Tourism & Special Events	1,845,189	4.1%
Street Lighting	1,090,476	2.5%
Planning and Heritage	1,052,347	2.4%
Transit System	822,528	1.8%
Human Resources	633,040	1.4%
<b>Total Expenditures</b>	<b>\$ 44,465,325</b>	<b>100.0%</b>





**Clifford J. Lee, Mayor**

# **Charlottetown City Council 2013**



## **Mission Statement**

*To manage the resources  
of the City of Charlottetown  
to the optimal benefit  
of its citizens and the community*



**Edward J. Rice  
Ward 1**



**Daniel J. Redmond  
Ward 2**



**Robert B. Lantz  
Ward 3**



**Mitchell G. Tweel  
Ward 4**



**Sterling H. MacFadyen  
Deputy Mayor, Ward 5**



**David W. MacDonald  
Ward 6**



**Cecil F. Villard  
Ward 7**



**Jason E. Coady  
Ward 8**



**Melissa J. Hilton  
Ward 9**



**Terence H. Bernard  
Ward 10**



# City of Charlottetown

## *Standing Committee Structure*

Effective July 11, 2012

### **ADMINISTRATIVE SERVICES**

<b>CHAIR</b>	<b>Councillor Cecil Villard</b>
<b>Vice-Chair</b>	<b>Councillor Terry Bernard</b>
<b>Members at Large</b>	Councillor Edward Rice Councillor Melissa Hilton

### **ADVANCED PLANNING & PRIORITIES**

<b>CHAIR</b>	<b>Councillor Jason E. Coady</b>
<b>Vice-Chair</b>	<b>Councillor David MacDonald</b>
<b>Member at Large</b>	Councillor Edward Rice Councillor Mitchell Tweel

### **ECONOMIC DEVELOPMENT & CULTURE**

<b>CHAIR</b>	<b>Deputy Mayor Stu MacFadyen</b>
<b>Vice-Chair</b>	<b>Mayor Clifford Lee</b>
<b>Members at Large</b>	Councillor Daniel Redmond Councillor Terence H. Bernard

### **PARKS, RECREATION & LEISURE ACTIVITIES**

<b>CHAIR</b>	<b>Councillor Melissa Hilton</b>
<b>Vice-Chair</b>	<b>Councillor David W. MacDonald</b>
<b>Member at Large</b>	Councillor Mitchell Tweel

### **PLANNING & HERITAGE**

<b>CHAIR</b>	<b>Councillor Robert B. Lantz</b>
<b>Vice-Chair</b>	<b>Councillor Jason E. Coady</b>
<b>Member at Large</b>	Councillor Melissa J. Hilton

### **PROTECTIVE & EMERGENCY SERVICES**

<b>CHAIR</b>	<b>Councillor David W. MacDonald</b>
<b>Vice-Chair</b>	<b>Councillor Cecil Villard</b>
<b>Member at Large</b>	Councillor Rob Lantz

### **PUBLIC WORKS, STREET LIGHTING & TRANSIT**

<b>CHAIR</b>	<b>Councillor Terence H. Bernard</b>
<b>Vice-Chair</b>	<b>Deputy Mayor Sterling H. MacFadyen</b>
<b>Member at Large</b>	Councillor Cecil Villard

### **URBAN BEAUTIFICATION & SUSTAINABILITY**

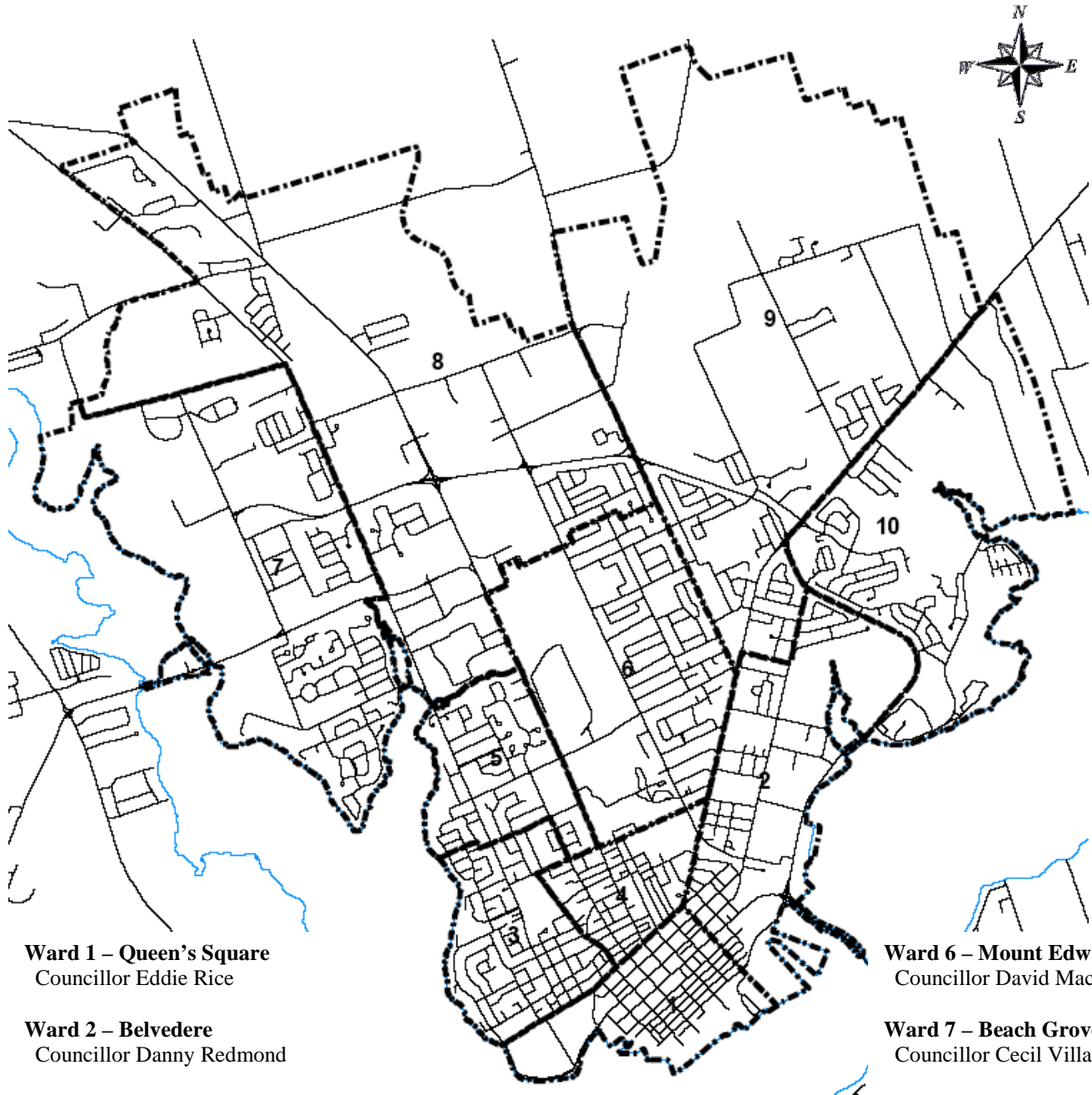
<b>CHAIR</b>	<b>Mayor Clifford Lee</b>
<b>Vice-Chair</b>	<b>Councillor Rob Lantz</b>
<b>Member at Large</b>	Deputy Mayor Stu MacFadyen

### **WATER & SEWER UTILITY**

<b>CHAIR</b>	<b>Councillor Edward J. Rice</b>
<b>Vice-Chair</b>	<b>Councillor Jason Coady</b>
<b>Member at Large</b>	Councillor Daniel Redmond

December 06, 2010  
January 13, 2011  
June 14, 2011  
August 30, 2011  
July 10, 2012

# City of Charlottetown “Ward Map” 2013



**Ward 1 – Queen’s Square**  
Councillor Eddie Rice

**Ward 2 – Belvedere**  
Councillor Danny Redmond

**Ward 3 – Brighton**  
Councillor Rob Lantz

**Ward 4 – St. Avard’s**  
Councillor Mitchell Tweel

**Ward 5 – Spring Park**  
Deputy Mayor Stu MacFadyen

Charlottetown Harbour

**Ward 6 – Mount Edward**  
Councillor David MacDonald

**Ward 7 – Beach Grove**  
Councillor Cecil Villard

**Ward 8 – Highfield**  
Councillor Jason Coady

**Ward 9 – Stonepark**  
Councillor Melissa Hilton

**Ward 10 – Falconwood**  
Councillor Terry Bernard

# **City of Charlottetown**

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## **2013 Budget**

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March 26, 2013

## CITY OF CHARLOTTETOWN - 2013 BUDGET SUMMARY

<u>Revenue</u>	<u>2012 Budget</u>	<u>2012 Projected</u>	<u>2013 Estimate</u>
Surplus from Previous Year	\$ 987,239	\$ 987,242	\$ 183,329
Property Taxes	26,768,270	26,336,956	28,058,375
Provincial Grant	10,910,147	10,910,147	10,768,457
Grant In Lieu of Taxes (QEH)	140,000	140,000	140,000
Storm Sewer Rental	30,000	30,000	30,000
Licenses	480,500	545,305	497,000
Parking Garages	430,000	374,377	470,400
Parking Meters	600,000	680,585	680,000
Police	896,000	1,026,088	1,027,000
Credits from Other Departments	725,000	559,198	646,200
Outside Fire Protection	15,000	15,000	15,000
Utility Facility Rental Fee	205,000	205,000	205,000
Interest	280,000	118,000	120,000
Recreation	541,986	529,267	570,450
Transfer from Parkland Reserve	53,114	53,114	25,913
Tourism Accommodation Levy Administration Fee	42,500	17,340	22,500
Provincial Infrastructure Fund	-	-	1,010,000
<b>REVENUE TOTAL</b>	<b><u>\$ 43,104,756</u></b>	<b><u>\$ 42,527,619</u></b>	<b><u>\$ 44,469,624</u></b>

# CITY OF CHARLOTTETOWN - 2013 BUDGET SUMMARY

<u>Expenditure</u>	<u>2012 Budget</u>	<u>2012 Projected</u>	<u>2013 Estimate</u>
General Government Services:			
City Government	\$ 1,766,056	\$ 1,748,388	\$ 1,862,093
Finance and Audit	710,548	690,781	724,052
Municipal Buildings	1,828,246	1,875,430	1,941,150
Insurance	654,725	654,844	642,595
Mayor and Council	710,696	709,780	732,000
Reports and Studies	<u>15,000</u>	<u>7,233</u>	<u>30,000</u>
	\$ 5,685,271	\$ 5,686,456	\$ 5,931,890
Protective Services:			
Fire Department	3,235,077	3,162,087	3,305,143
Police Department	8,092,902	8,134,654	8,262,751
Street Lighting	1,017,476	968,199	1,090,476
Emergency Preparedness	<u>54,000</u>	<u>46,724</u>	<u>52,000</u>
	\$ 12,399,455	\$ 12,311,664	\$ 12,710,370
Street Maintenance:			
Public Works	6,844,757	7,508,427	7,472,509
Traffic and Parking	<u>100,833</u>	<u>89,448</u>	<u>99,833</u>
	\$ 6,945,590	\$ 7,597,875	\$ 7,572,342
Fiscal Services	5,308,275	4,632,235	4,873,489
Parks and Recreation	4,803,208	4,612,394	4,883,600
Urban Beautification and Forestry	1,364,372	1,281,774	1,345,835
Community Sustainability	125,000	102,174	104,500
Planning	633,094	659,927	878,362
Heritage	170,975	163,709	173,985

# CITY OF CHARLOTTETOWN - 2013 BUDGET SUMMARY

<u>Expenditure (continued)</u>	<u>2012 Budget</u>	<u>2012 Projected</u>	<u>2013 Estimate</u>
Economic Development	\$ 667,979	\$ 677,580	\$ 670,128
Tourism	272,600	245,736	275,200
Human Resources	624,273	596,933	633,040
Intergovernmental Affairs	31,000	11,318	35,000
Transit System	885,251	811,954	822,528
Advanced Planning	126,000	114,795	181,000
Event Attraction	268,100	260,498	481,600
Arts and Culture	108,770	95,515	418,261
Other	<u>2,684,810</u>	<u>2,481,753</u>	<u>2,474,195</u>
<b>EXPENDITURE TOTAL</b>	<b><u>\$ 43,104,023</u></b>	<b><u>\$ 42,344,290</u></b>	<b><u>\$ 44,465,325</u></b>
Surplus (Deficit)	<u>\$ 733</u>	<u>\$ 183,329</u>	<u>\$ 4,299</u>

## UTILITY

Water and Sewer (Revenue)	\$ 10,392,995	\$ 10,334,201	\$ 10,067,505
Water and Sewer (Expenditure)	<u>\$ 10,391,396</u>	<u>\$ 9,948,821</u>	<u>\$ 10,066,545</u>
Surplus (Deficit)	<u>\$ 1,599</u>	<u>\$ 385,380</u>	<u>\$ 960</u>

<b>TOTAL CITY REVENUE</b>	<b>\$ 53,497,751</b>	<b>\$ 52,861,820</b>	<b>\$ 54,537,129</b>
<b>TOTAL CITY EXPENDITURE</b>	<b><u>53,495,419</u></b>	<b><u>52,293,111</u></b>	<b><u>54,531,870</u></b>
<b>Surplus (Deficit)</b>	<b><u>\$ 2,332</u></b>	<b><u>\$ 568,709</u></b>	<b><u>\$ 5,259</u></b>

## **2013 Property Tax Rates per \$100 of Assessment**

Non-Commercial (Mobile Home Parks)	\$0.42
Non-Commercial (Residential)	\$0.67
Non-Commercial (Out of Province Ownership)	\$1.33
Hotel/Motel and 4+ Unit Buildings	\$0.91
Hotel/Motel and 4+ Unit Buildings (Out of Province)	\$1.57
Commercial	\$2.36
BIA Commercial (on Behalf of DCI)	\$0.15

## **2013 Single Family Dwelling Annual Utility Costs**

Effective April 1, 2012	
Water	\$183.93
Sewer	<u>\$326.96</u>
Total	\$510.89
As Approved by Council March 12, 2012	

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

Account Name/Department  
Revenue

Prepared by:  
Scott Ryan

Budget Item and Primary Code Property Taxes, Planning, Police	2012 Original Budget	2012 Projected	Estimate for 2013
Surplus From Previous Year	949,792	984,426	183,329
Non-Commercial Property Taxes	13,626,228	26,336,956	14,153,084
Commercial Property Taxes	13,502,042		14,225,291
Owner Occupied Residential Tax Credit	(360,000)		(320,000)
Provincial Grant	10,910,147	10,910,147	10,768,457
QEH Grant In Lieu of Taxes	140,000	140,000	140,000
Storm Sewer Rental	30,000	30,000	30,000
Building permits	425,000	488,791	440,000
Taxi Licenses	31,000	31,345	32,000
Rezoning/variances	6,000	4,716	5,000
Zoning Inquiry	9,000	10,140	10,000
Subdivisions/Agreements	3,500	10,323	10,000
Vending Licenses/By-laws/Maps	6,000	(10)	-
Parking Garages	430,000	374,377	470,400
Parking Meters	600,000	680,585	680,000
Provincial Court Fines	310,000	364,294	365,000
Municipal Court Fines	60,000	65,305	65,000
Parking Violations	190,000	241,060	240,000
Parking Meter Tickets	145,000	138,990	140,000
Dog Tags	1,000	707	1,000
Contract Services (Fingerprinting/Security Checks)	190,000	215,732	216,000
Credits From Other Departments	725,000	559,198	646,200
Outside Fire Protection	15,000	15,000	15,000
Utility Facility Rental Fee	205,000	205,000	205,000
Interest Income	280,000	118,000	120,000
Provincial Infrastructure Fund	-	-	1,010,000
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>			



## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

Account Name/Department  
Revenue

Prepared by:  
Scott Ryan

Budget Item and Primary Code Recreation and Other	2012 Original Budget	2012 Projected	Estimate for 2013
<b>Simmons Arena:</b>			
Minor Hockey	95,500	97,453	98,000
Minor Figure Skating	47,223	44,439	48,000
Minor Ringette	3,958	1,006	2,500
Recreational/Schools	14,068	49,547	57,000
Adult and Public Skates	1,000	(3,337)	-
Preschool Skates	750	(2,193)	-
Private Ice Rentals	39,254	11,229	5,000
Off-Season Rentals	-	7,808	15,000
Other	13,000	993	500
Canteen Sales	-	(2,335)	(500)
<b>Cody Banks Arena:</b>			
Minor Hockey	85,000	89,762	95,000
Minor Figure Skating	56,899	51,748	55,000
Minor Ringette	3,958	2,960	5,000
Recreational/Schools	7,954	37,709	45,000
Adult and Public Skates	4,000	(3,318)	-
Preschool Skates	750	1,172	1,400
Private Ice Rentals	45,073	288	-
Off-Season Rentals	-	6,313	7,500
Other	5,000	10,418	13,050
Canteen Sales	-	(1,943)	-
Maplewood Room	1,450	1,077	-
Registration Fees	62,000	64,016	62,000
Sport Field Rentals	22,000	20,795	22,000
Pool Revenue	5,500	7,670	5,500
Rooms/Halls/Events	27,650	35,989	33,500
Transfer Parkland Reserves	53,114	53,114	25,913
Tourism Accommodation Levy Administration Fee	42,500	17,340	22,500
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$43,067,309</b>	<b>\$42,524,803</b>	<b>\$44,469,624</b>

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
General Government Services

**Prepared by:**  
Donna Waddell

<b>Budget Item and Primary Code</b> City Government - 1000	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Salaries	1,011,850	893,335	987,552
Benefits	212,286	177,238	232,390
Postage	12,000	5,420	10,000
Office Supplies	15,000	13,967	15,000
Equipment Repairs and Rentals	15,000	21,165	23,000
Federation Fees	51,420	51,142	52,100
Solicitors' Fees	175,000	258,012	210,000
Staff Development	7,500	10,202	12,000
Computer Services	150,000	212,874	207,000
Purchase of New Equipment	6,000	1,276	4,000
Miscellaneous	10,000	9,336	10,000
City Portal	67,000	63,420	68,250
Post Retirement Pay Reserve	33,000	31,000	30,800
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$1,766,056</b>	<b>\$1,748,388</b>	<b>\$1,862,093</b>

# 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
General Government Services

**Prepared by:**  
Scott Ryan

<b>Budget Item and Primary Code</b> Finance and Audit - 2500	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Salaries	445,086	433,288	452,135
Benefits	99,218	98,412	107,900
Professional Auditing Services	23,644	19,221	24,117
Staff Training and Travel	7,400	7,202	5,000
Meeting Expenses	1,600	1,287	1,300
Post Retirement Pay Reserve	17,600	17,600	17,600
Bank Service Charges	33,000	39,656	40,000
Miscellaneous Administration	5,000	4,869	5,000
Computer Services	78,000	69,248	71,000
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$710,548</b>	<b>\$690,781</b>	<b>\$724,052</b>

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
General Government Services

**Prepared by:**  
Paul Johnston

<b>Budget Item and Primary Code</b> Municipal Buildings - 4600-4699	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Salaries	459,000	454,949	468,500
Benefits	90,496	87,643	102,700
Heating Fuel	261,000	285,347	291,000
Phones	77,250	78,576	80,000
Electric	170,000	166,119	170,000
Water and Sewer	16,500	15,931	16,500
Cleaning Supplies	24,000	25,493	26,000
Service Contracts	74,000	77,721	80,000
Maintenance	164,500	219,563	223,000
Snow Removal	15,000	11,746	15,000
Property Taxes	445,000	432,717	445,000
Clothing	1,700	1,711	1,750
Mileage	1,600	1,329	1,500
Miscellaneous	5,000	3,385	5,000
Post Retirement Pay Reserve	13,200	13,200	13,200
Public Art Maintenance	10,000	-	2,000
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$1,828,246</b>	<b>\$1,875,430</b>	<b>\$1,941,150</b>

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
General Government Services

**Prepared by:**  
Donna Waddell

<b>Budget Item and Primary Code</b>	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Insurance - 3100			
General Coverage	509,648	509,766	497,518
Municipal Vehicles and Equipment	125,075	125,075	125,075
Environmental Liability Insurance	20,002	20,002	20,002
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$654,725</b>	<b>\$654,844</b>	<b>\$642,595</b>

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
General Government Services

**Prepared by:**  
Karen Lavers/Donna Waddell

<b>Budget Item and Primary Code</b> Mayor and Council - 1900	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Salaries	30,000	22,037	30,000
Benefits	18,196	10,969	11,000
Staff Training and Development	6,000	5,835	6,000
Mayor and Council	242,000	249,371	242,000
Elected Training and Development	70,000	65,514	70,000
Public Relations	264,500	288,916	293,000
Intercommunity Affairs	20,000	9,001	20,000
Office Equipment	20,000	21,072	20,000
Community Neighbourhood Events	25,000	24,991	25,000
Professional Services	15,000	12,074	15,000
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$710,696</b>	<b>\$709,780</b>	<b>\$732,000</b>

# 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
General Government Services

**Prepared by:**  
Donna Waddell

<b>Budget Item and Primary Code</b> Reports and Studies - 1300	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Reports and Studies	15,000	7,233	30,000
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$15,000</b>	<b>\$7,233</b>	<b>\$30,000</b>

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Protective Services

**Prepared by:**  
Randy K. MacDonald

<b>Budget Item and Primary Code</b> Fire Department - 3700	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Salaries (Permanent)	793,600	769,457	783,400
Benefits (Permanent)	168,037	174,657	189,600
Labour (Permanent)	213,240	191,690	194,000
Uniforms	27,500	24,011	27,500
Salaries (Volunteers)	487,400	454,193	502,300
Benefits (Volunteers)	40,000	38,643	40,000
Labour (Volunteers)	23,300	7,837	23,300
Gas and Oil	21,000	21,939	20,000
Vehicle Maintenance and Repairs	77,100	78,978	77,100
Phones and Radios	17,600	16,822	17,600
Equipment Maintenance	24,500	28,429	27,900
Air Supply and Service	8,100	8,594	8,600
New Equipment	30,300	93,320	103,718
Training and Job Development	37,800	38,803	73,900
Transportation	1,000	952	2,000
Fire Prevention Bureau	16,900	20,887	16,900
Membership Fees	-	80	-
Advertising	-	819	-
Protective Clothing	20,300	9,657	15,300
Volunteer Programs	22,600	19,570	22,600
Water Department Services	937,100	937,100	937,125
Insurance Claims	2,500	-	-
Miscellaneous	10,300	9,436	5,300
Leased Vehicles	201,300	162,614	163,400
Post Retirement Pay Reserve (Career)	28,600	28,600	28,600
Post Retirement Pay Reserve (Volunteer)	25,000	25,000	25,000
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$3,235,077</b>	<b>\$3,162,087</b>	<b>\$3,305,143</b>



## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Protective Services

**Prepared by:**  
Paul Smith

<b>Budget Item and Primary Code</b> Police Department - 4000	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Salaries	4,923,688	4,402,484	4,935,686
Benefits	1,103,490	1,038,668	1,185,590
Labour	989,594	1,627,970	1,046,622
Commissionaires	133,304	117,451	133,304
Vehicles			
Gas and Oil	121,000	141,486	121,000
Repairs and Maintenance	60,000	83,260	62,000
Rental of CIB Vehicle Surveillance, Temporary	22,600	3,078	22,600
Motorcycle Lease	5,800	-	-
Phones and Radios	127,464	126,056	108,268
Car Wash	12,500	15,210	12,500
Law Books	2,600	3,152	2,600
Breathalyzer and CPIC	2,800	1,712	2,800
Plain Clothes Allowance	13,800	11,961	13,800
Emergency Recording Equipment	4,300	5,875	5,500
PROS - Police Reporting and Occurrence Sys.	40,000	43,692	40,000
Uniforms	40,000	46,017	40,000
Dry-Cleaning	7,000	8,335	7,000
Flashlights and Batteries	2,000	886	2,000
Office Printing and Supplies	35,000	43,799	35,000
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>			

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Protective Services

**Prepared by:**  
Paul Smith

<b>Budget Item and Primary Code</b>	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Police Department - 4000			
Advertising	1,500	1,249	1,500
Identification Supplies	7,500	6,535	7,500
Ammunition	2,000	2,056	2,000
Justice Computer Terminal	1,000	-	1,000
Operational expenses (JFO)	17,000	15,343	17,000
Police Hardware and Emergency Response	32,000	27,527	52,519
Staff Training courses	30,000	8,350	30,000
Atlantic Police Academy and Canadian Police College	7,161	7,428	7,161
Inmate Meals	8,000	19,327	25,000
Fees and Disbursements	25,000	22,456	27,000
Community Policing	14,800	8,975	14,800
Post Retirement Pay Reserve	162,800	162,800	162,800
Insurance Claims	10,000	5,451	10,000
Parking Computer	16,120	16,090	16,120
Humane Society (Annual Contract)	91,081	92,373	92,081
Downtown Office	8,000	7,200	8,000
Strategic Planning/Stipends	12,000	10,400	12,000
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$8,092,902</b>	<b>\$8,134,654</b>	<b>\$8,262,751</b>

# 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Protective Services

**Prepared by:**  
Paul Johnston

<b>Budget Item and Primary Code</b>	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Street Lighting - 4900			
Street Lighting	971,000	930,893	1,050,000
Replacement Lights and Repairs	46,476	37,306	40,476
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$1,017,476</b>	<b>\$968,199</b>	<b>\$1,090,476</b>

# 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Protective Services

**Prepared by:**  
Randy K. MacDonald

<b>Budget Item and Primary Code</b>	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Emergency Preparedness - 4100			
Salaries (Casual)	8,000	7,514	8,000
Emergency Planning	6,800	3,197	6,800
Staff Training	2,000	380	500
Council Training	500	-	-
Emergency Operations	5,200	5,223	5,200
City Radio System	31,500	30,410	31,500
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$54,000</b>	<b>\$46,724</b>	<b>\$52,000</b>

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Street Maintenance

**Prepared by:**  
Paul Johnston

<b>Budget Item and Primary Code</b>	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Public Works and Corp. Property - 4300			
Salaries	1,482,000	1,381,397	1,483,100
Benefits (Permanent Employees)	344,385	335,883	377,050
Benefits (Term Employees)	400,172	314,981	332,700
Administration	42,500	36,996	41,000
Training and Travel (Elected Officials)	4,100	4,194	4,100
Training and Travel (Staff)	11,000	7,915	26,000
Snow Removal	1,491,000	2,190,463	2,038,059
Street Cleaning	855,300	815,666	783,700
Street Resurfacing	15,000	15,542	16,000
Street Repair	543,400	611,560	589,700
Sidewalk and Curb (Union Maintenance)	321,000	300,994	318,000
Storm Drainage System and Culvert Replacement and Rehabilitation	202,500	174,836	171,500
Clothing	16,000	15,986	17,500
Phones and Radios	20,000	11,751	13,000
Tools	11,000	5,411	7,000
Vehicle Fuel (Gas, Oil and Diesel Fuel)	250,000	287,363	290,000
Repairs to Equipment	245,000	329,942	325,000
Traffic Markings and Signs	446,000	468,222	473,500
Special Initiatives	42,000	66,733	50,000
Meeting Expenses	3,000	3,972	4,000
Professional Consulting	10,000	2,115	5,000
Post Retirement Pay Reserve	59,400	59,400	61,600
Insurance Claims	30,000	67,105	45,000
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$6,844,757</b>	<b>\$7,508,427</b>	<b>\$7,472,509</b>

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Street Maintenance

**Prepared by:**  
Paul Johnston/Paul Smith

<b>Budget Item and Primary Code</b>	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Traffic and Parking - 5200			
Salaries	53,350	52,724	53,225
Benefits	3,383	3,676	4,508
Clothing	400	386	400
Parking Devices (Operations and Repairs)	30,000	23,706	32,000
Parking Meter Tickets	4,500	4,092	4,500
Vehicle Operation and Repair	7,000	2,664	3,000
Post Retirement Pay Reserve	2,200	2,200	2,200
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$100,833</b>	<b>\$89,448</b>	<b>\$99,833</b>

# 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Fiscal Services

**Prepared by:**  
Scott Ryan

<b>Budget Item and Primary Code</b> Fiscal Services - 2800	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Servicing Long Term Debt	5,265,483	4,628,263	4,830,697
Short Term (Capital Bridging) Debt	42,792	3,971	42,792
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$5,308,275</b>	<b>\$4,632,235</b>	<b>\$4,873,489</b>

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

Account Name/Department  
Parks and Recreation

Prepared by:  
Sue Fraser

Budget Item and Primary Code Parks and Recreation - 6700-6770	2012 Original Budget	2012 Projected	Estimate for 2013
<b><u>Administration</u></b>			
Salaries	132,068	131,502	132,068
Benefits	28,452	27,209	31,159
Mileage	4,000	3,466	4,000
Advertising	2,000	1,921	2,000
Staff Travel and Training	7,000	6,786	4,000
Elected Official Travel and Training	4,800	4,710	4,800
Advisory Committee Stipend	7,200	7,200	7,200
Meeting Expenses	2,000	3,215	2,000
Office Equipment	17,500	22,862	22,000
Special Grants	13,000	12,810	13,000
Miscellaneous	1,000	519	1,000
Insurance Claims	5,500	150	5,000
Post Retirement Pay Reserve	<u>39,600</u>	<u>39,600</u>	<u>39,600</u>
Administration Total	264,120	261,950	267,827
<b><u>Programs and Grants</u></b>			
Salaries	284,859	293,835	300,211
Benefits	43,182	39,740	44,289
Subsidies and Grants	282,654	287,839	290,167
Programs and Equipment	60,000	53,477	60,000
Special Events	9,000	9,156	9,000
Miscellaneous	500	206	500
Promotions (Brochure, Flyers and Ads)	<u>23,000</u>	<u>19,713</u>	<u>11,000</u>
Programs and Grants Total	703,195	703,966	715,167
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>			



## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

Account Name/Department  
Parks and Recreation

Prepared by:  
Sue Fraser

Budget Item and Primary Code Parks and Recreation - 6700-6770	2012 Original Budget	2012 Projected	Estimate for 2013
<b><u>Cody Banks Arena</u></b>			
Salaries	186,147	162,920	191,499
Benefits	46,942	47,344	47,803
Staff Training	2,600	1,199	3,850
Utilities (Lights, Water, Phone and Fuel)	108,040	122,043	118,208
Repairs and Maintenance	36,995	42,002	44,000
Ice Equipment	15,000	112	-
Small Projects	17,000	8,720	22,000
Miscellaneous	2,500	1,917	4,000
Vehicle Repairs, Maintenance and Fuel	<u>3,293</u>	<u>2,007</u>	<u>2,000</u>
Cody Banks Arena Total	418,517	388,264	433,360
<b><u>Simmons Arena</u></b>			
Salaries	190,371	185,254	168,067
Benefits	34,460	28,753	34,142
Staff Training	2,600	2,094	3,850
Utilities (Lights, Water, Phone and Fuel)	143,139	123,569	143,427
Repairs and Maintenance	43,396	76,094	56,400
Small Projects	17,000	8,522	22,000
Vehicle Repairs, Maintenance and Fuel	6,620	6,377	4,900
Miscellaneous	<u>3,500</u>	<u>1,145</u>	<u>3,500</u>
Simmons Arena Total	441,086	431,807	436,286
<b>Charlottetown Civic Centre</b>	762,000	656,057	777,240
<b>CARI (Aquatics Arena) Centre</b>	599,418	551,413	576,000
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>			

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Parks and Recreation

**Prepared by:**  
Sue Fraser

Budget Item and Primary Code Parks and Recreation - 6700-6770	2012 Original Budget	2012 Projected	Estimate for 2013
<b><u>Parks</u></b>			
Salaries	974,666	981,707	1,016,435
Benefits	136,426	143,292	148,943
Training and Consulting Fees	5,500	5,972	8,700
Parks Maintenance	242,500	245,709	258,162
Vehicles and Equip. Repairs, Maintenance and Fuel	127,000	126,663	122,100
Contract Work on Sportfields and Facilities	40,000	40,884	45,000
Trail Maintenance (Including Boardwalk)	29,380	28,537	30,780
Miscellaneous	12,500	8,058	6,400
Pools	28,000	22,821	28,000
Special Initiatives	18,900	15,294	11,500
Active Transportation	<u>0</u>	<u>0</u>	<u>1,700</u>
Parks Total	1,614,872	1,618,937	1,677,720
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	\$4,803,208	\$4,612,394	\$4,883,600

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Urban Beautification and Forestry

**Prepared by:**  
Blair Kinch/Donna Waddell

<b>Budget Item and Primary Code</b>	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Urban Beautification and Forestry - 4910-4930			
Salaries	950,784	909,068	950,784
Benefits	140,188	131,311	153,051
City Beautification Program	101,000	71,791	82,500
Tree Program	90,700	85,398	80,500
Meeting Expenses	1,500	1,797	1,500
Grants	7,200	-	-
Training and Travel	2,500	2,502	4,000
Post Retirement Pay Reserve	4,400	4,400	4,400
Vehicle Repair, Maintenance, and Fuel	58,500	68,324	61,500
Protective Clothing	400	383	800
Stipends to Citizen Representatives	7,200	6,800	6,800
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$1,364,372</b>	<b>\$1,281,774</b>	<b>\$1,345,835</b>

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Community Sustainability

**Prepared by:**  
Laura MacPherson/Roy Main

<b>Budget Item and Primary Code</b> Community Sustainability - 5600	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Salaries	68,000	64,800	68,000
Staff Travel and Training	3,000	1,414	1,500
Cultural Pillar	5,000	2,538	2,500
Economic Pillar	5,000	2,821	2,500
Environment Pillar	5,000	3,277	2,500
Social Pillar	5,000	2,824	2,500
Education and Communication	15,000	14,967	15,000
Community Involvement	14,000	8,808	10,000
Miscellaneous	2,000	134	-
Committee Expenses	3,000	592	-
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$125,000</b>	<b>\$102,174</b>	<b>\$104,500</b>

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

Account Name/Department  
Planning

Prepared by:  
Phil Handrahan

Budget Item and Primary Code Planning - 6100	2012 Original Budget	2012 Projected	Estimate for 2013
Salaries	430,500	474,157	583,195
Benefits	94,694	100,825	121,067
Mileage	2,000	1,207	2,000
Office Supplies and Equipment	6,000	6,605	6,000
Operating Equipment	5,000	5,582	5,000
Advertising	7,000	3,444	5,000
Staff Development	12,000	8,784	12,000
Printing	1,000	467	500
Board Meetings	15,000	13,167	15,000
Planning Services	27,500	23,911	104,000
Phones	1,000	804	1,000
Miscellaneous	1,000	49	-
Post Retirement Pay Reserve	15,400	15,400	17,600
Computer Tech Services	10,000	5,526	6,000
Insurance	5,000	-	-
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$633,094</b>	<b>\$659,927</b>	<b>\$878,362</b>

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

Account Name/Department  
Heritage

Prepared by:  
Phil Handrahan

Budget Item and Primary Code Heritage - 6400/6410	2012 Original Budget	2012 Projected	Estimate for 2013
Salaries	61,785	61,270	62,725
Benefits	7,490	6,948	8,060
Special Projects	21,000	12,824	19,000
Heritage Meetings	7,500	6,981	7,500
Advertising	1,000	381	500
Office Supplies and Equipment	1,500	122	1,000
Staff Development	3,000	2,030	3,000
Heritage Grant Program	48,500	65,042	65,000
Heritage Tax Program	2,000	1,491	-
Post Retirement Pay Reserve	2,200	2,200	2,200
Heritage Area Study and Revisions	15,000	4,420	5,000
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$170,975</b>	<b>\$163,709</b>	<b>\$173,985</b>

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Economic Development

**Prepared by:**  
Ron Atkinson

<b>Budget Item and Primary Code</b> Economic Development - 2250	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Staff Development	1,000	995	1,500
Staff Mileage	500	467	500
Office and Computer Equipment	500	-	1,000
Miscellaneous	1,000	1,553	-
Memberships and Partnerships	38,600	38,204	39,000
Business Development	9,500	9,429	9,500
Marketing and Development	19,000	18,829	19,000
Stipends to Citizen Representatives (See Section 27)	-	-	7,200
Investment Program	376,168	375,012	357,428
Business Improvement Area (BIA)	221,711	233,091	235,000
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$667,979</b>	<b>\$677,580</b>	<b>\$670,128</b>

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

Account Name/Department  
Tourism

Prepared by:  
Donna Hurry

Budget Item and Primary Code Tourism - 2200	2012 Original Budget	2012 Projected	Estimate for 2013
Salaries	34,300	39,392	39,900
Benefits	4,100	3,264	3,600
Staff Mileage	500	375	500
Office and Computer Equipment	3,500	4,011	3,500
Tourism	14,300	12,940	14,300
Memberships and Partnerships	11,000	4,440	10,000
Staff Training and Travel	2,500	1,834	3,000
Elected Officials Training and Travel	1,400	256	1,400
Annual Events	71,000	67,586	71,000
Event Submissions	26,000	24,862	26,000
Miscellaneous	2,000	2,231	-
Tourism Initiatives	90,000	72,545	90,000
Charlottetown Harbour Authority Inc.	12,000	12,000	12,000
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$272,600</b>	<b>\$245,736</b>	<b>\$275,200</b>



## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Human Resources

**Prepared by:**  
Dan Hughes

<b>Budget Item and Primary Code</b>	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Human Resources - 1600			
Salaries	330,182	329,420	335,811
Benefits	107,491	94,577	122,529
Contract Services	45,000	45,142	41,000
Training, Development and Travel	7,000	4,241	4,500
Communications	3,000	1,259	1,500
Employee Services	5,000	1,902	2,000
Payroll Services	67,000	69,941	72,000
Office Supplies and Committee Expenses	2,500	1,480	2,000
Post Retirement Pay Reserve	28,600	28,600	24,200
Small Equipment	3,500	3,910	2,000
Organizational Development	10,000	1,983	10,000
Employee Assistance Program	15,000	14,479	15,500
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$624,273</b>	<b>\$596,933</b>	<b>\$633,040</b>

# 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Intergovernmental Affairs

**Prepared by:**  
Roy Main

Budget Item and Primary Code Intergovernmental Affairs	2012 Original Budget	2012 Projected	Estimate for 2013
Meals	1,000	245	-
Travel	5,000	-	-
Professional Services	25,000	11,073	35,000
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$31,000</b>	<b>\$11,318</b>	<b>\$35,000</b>

# 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Transit

**Prepared by:**  
Donna Waddell

<b>Budget Item and Primary Code</b>	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Transit - 5800			
Pat and The Elephant	50,000	50,000	50,000
Shelter Maintenance	37,128	35,802	37,128
Transit Contract	704,723	706,680	722,000
Miscellaneous	3,400	2,018	3,400
Transit Implementation Plan	15,000	17,454	-
Customer Tracking	75,000	-	-
New Shelters	-	-	10,000
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$885,251</b>	<b>\$811,954</b>	<b>\$822,528</b>

# 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Advanced Planning & Priorities

**Prepared by:**  
Phil Handrahan

Budget Item and Primary Code	2012 Original Budget	2012 Projected	Estimate for 2013
Meetings	1,000	452	1,000
Special Projects	35,000	35,666	10,000
CGI Report	15,000	1,105	-
Review of Official Plan / ZD Bylaw	75,000	77,571	170,000
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$126,000</b>	<b>\$114,795</b>	<b>\$181,000</b>

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Event Attraction

**Prepared by:**  
Wayne Long

<b>Budget Item and Primary Code</b>	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Event Attraction - 2260			
Staff Development	2,500	2,380	2,500
Staff Mileage	1,000	949	1,000
Elected Official Travel	2,000	-	2,000
Office and Computer Equipment	3,000	2,068	3,000
Memberships and Partnerships	1,100	976	1,100
Miscellaneous	1,000	976	1,000
Promotions and Materials	13,500	12,775	13,500
Development and Attraction	48,000	46,068	50,000
2014	-	-	264,000
Hosting	196,000	194,306	143,500
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$268,100</b>	<b>\$260,498</b>	<b>\$481,600</b>

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Arts and Culture

**Prepared by:**  
Ron Atkinson

<b>Budget Item and Primary Code</b> Arts and Culture - 6200	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Confederation Centre Public Library (see sect 27)	57,770	56,581	271,086
Grants (see section 27)	15,000	15,000	67,174
Cultural Initiatives	35,000	36,379	80,000
Cultural Capital of Canada 2011	-	(12,913)	-
Miscellaneous	1,000	468	-
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$108,770</b>	<b>\$95,515</b>	<b>\$418,261</b>

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

Account Name/Department  
Other

Prepared by:  
Scott Ryan

Budget Item and Primary Code Other - 7000	2012 Original Budget	2012 Projected	Estimate for 2013
Elections	35,000	35,000	35,000
Reserve for Extraordinary	681,310	390,948	1,262,200
Grants	822,058	860,777	687,903
Stipends to Citizen Representatives	28,800	24,800	21,600
Fitzroy Parkade Agreement	653,000	598,248	See Sect 13
Fleet Management	464,642	571,981	467,492
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$2,684,810</b>	<b>\$2,481,753</b>	<b>\$2,474,195</b>

# CITY OF CHARLOTTETOWN WATER AND SEWER UTILITY

## 2013 BUDGET SUMMARY

<u>Revenue</u>	<u>2012 Budget</u>	<u>2012 Projected</u>	<u>2013 Estimate</u>
Surplus from Previous Year	\$ 542,532	\$ 542,532	\$ 385,380
Metered Sales	4,524,909	4,450,331	4,600,000
Unmetered Sales	4,032,429	3,924,919	3,800,000
Fire Protection	937,125	937,125	937,125
Penalties	100,000	82,132	100,000
Services Billed	120,000	239,094	120,000
Non-Operating	20,000	54,304	20,000
Sludge Handling	<u>116,000</u>	<u>103,764</u>	<u>105,000</u>
<b>REVENUE TOTAL</b>	<b><u>\$ 10,392,995</u></b>	<b><u>\$ 10,334,201</u></b>	<b><u>\$ 10,067,505</u></b>
<b>EXPENDITURE TOTAL</b>	<b><u>\$ 10,391,396</u></b>	<b><u>\$ 9,948,821</u></b>	<b><u>\$ 10,066,545</u></b>
<b>UTILITY SURPLUS</b>	<b><u>\$ 1,599</u></b>	<b><u>\$ 385,380</u></b>	<b><u>\$ 960</u></b>



## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Water and Sewer Utility

**Prepared by:**  
Craig Walker

Budget Item and Primary Code 8000, 8400, 8800, 9200	2012 Original Budget	2012 Projected	Estimate for 2013
Salaries	2,497,924	2,377,244	2,495,801
Benefits	705,756	656,107	693,782
Repairs and Maintenance (Buildings)	498,601	481,615	482,130
Repairs and Maintenance (Infrastructure)	285,400	274,050	295,155
Repairs and Maintenance (Vehicles)	103,800	142,059	102,349
Repairs and Maintenance (Equipment)	635,936	568,770	583,025
Office	65,700	59,002	77,980
Power	774,177	726,023	769,854
Asphalt	47,200	40,889	46,364
Backhoe Rental	46,500	37,909	45,152
Committee Expenses	100,000	100,000	100,000
Election Expenses	23,000	23,000	20,000
Telephone and Radios	51,860	43,894	46,644
Fuel	36,665	30,586	30,680
Service Contracts	36,192	22,328	26,192
Meeting Expenses	8,880	7,227	9,000
Clothing Allowance and Rental	33,170	29,798	35,590
Staff Training and Travel	67,257	58,376	59,562
Elected Officials Training and Travel	2,000	890	1,000
Chemicals	113,340	116,644	113,200
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>			

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Water and Sewer Utility

**Prepared by:**  
Craig Walker

Budget Item and Primary Code 8000, 8400, 8800, 9200	2012 Original Budget	2012 Projected	Estimate for 2013
Consulting Fees	89,500	57,444	81,250
Insurance	227,978	200,754	228,226
Property Taxes	14,408	14,239	15,178
New Vehicles	70,270	48,121	65,742
New Equipment	52,000	80,563	44,000
Infrastructure Replacement	88,020	144,266	138,400
Post Retirement Pay Reserve	60,703	60,703	60,703
Grants	44,500	44,664	39,500
Water Conservation	52,500	47,702	55,950
Miscellaneous	1,800	571	1,800
Debt Charges	3,556,359	3,453,385	3,302,336
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$10,391,396</b>	<b>\$9,948,821</b>	<b>\$10,066,545</b>

# City of Charlottetown

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## 2013 Capital Budget

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<i>City Government</i>	<b>\$10,350,000</b>
<i>Water and Sewer Utility</i>	<b>\$7,566,892</b>

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Account Name/Department**  
Capital Project Summary

**Prepared by:**  
Scott Ryan

<b>Budget Item and Primary Code</b>	<b>2012 Original Budget</b>	<b>2012 Projected</b>	<b>Estimate for 2013</b>
Fiscal Services - 2800			
Parks and Recreation	600,000	468,451	700,000
Victoria Park Plan Implementation	-	-	100,000
Heritage Squares	-	-	100,000
Urban Beautification	75,000	36,441	150,000
Fire Hall Design	250,000	-	2,250,000
Public Property	500,000	122,529	230,000
Municipal Buildings	-	-	300,000
Traffic and Pedestrian Signals	450,000	55,976	450,000
Street Lighting	60,000	4,727	180,000
Public Works	3,558,000	3,049,685	3,510,000
New Deal For Cities:			
Street Resurfacing	1,900,000	1,750,421	2,100,000
Sidewalk and Curb Construction	232,000	194,742	280,000
Total Capital Projects	7,625,000	5,682,971	10,350,000
Less Partners' Funding	(2,132,000)	(1,945,162)	(2,380,000)
<b>Budget Item Totals (Complete only on the final page of each Budget Item).</b>	<b>\$5,493,000</b>	<b>\$3,737,809</b>	<b>\$7,970,000</b>

## 2013 ANNUAL ESTIMATES - CITY OF CHARLOTTETOWN

**Budget Item and Primary Code:**  
Capital Budget

**Account Name/Department:**  
Water and Sewer Utility

**Detailed Breakdown of Budget Item**

**Notes/Comments**

**2013 Utility Capital**

**Water Supply Development - Phase I**

Well completions	394,768	
Access roadway	329,255	
Wellfield piping	992,746	
Control building	372,443	
Engineering design	520,000	
<b>Subtotal</b>		<b><u>2,609,212</u></b>

**Spring Park Combined Sewer Separation & Other**

Water meter installations - residential metering year 1	400,400	
WWTP infrastructure improvements	260,000	
WWTP 2012 upgrades	26,000	2012 project completion
Fox Run water and sewer extension	109,200	2012 project completion
Spring Park combined sewer separation	3,827,200	
Spring Park combined sewer separation - 2012 comple	<u>334,880</u>	2012 project completion
<b>Subtotal</b>		<b><u>4,957,680</u></b>

**Building Canada Funding (Water Supply)**

Funding maximum available		(750,000)
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**Spring Park Separation Funding**

Provincial contribution	(1,387,360)	
New Deal contribution	<u>(1,000,000)</u>	
<b>Subtotal</b>		<b><u>(2,387,360)</u></b>

<b>TOTAL</b>		<b><u>4,429,532</u></b>
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