



2023 BUDGET WORKSHEET

Meeting dates:
February 6, 2023
February 8, 2023
February 15, 2023

STEP 1 – OPENING MOTION

1.A Presentation By City Treasurer

Opportunity for Questions on the Treasurer’s presentation.*

*Please note that opportunities for questions on departmental budgets will be provided in the commission specific steps of this worksheet.

1.B Starting Point

Table 1 - 2023 Operating Budget Starting Point

2023 Operating Budget – Starting Point	\$182,303,416
2023 Budget Increase after Assessment Growth	2.62%
Average Residential Tax Increase \$ and %*	\$121.08 3.53%
Average Commercial Tax Increase %	0.93%
Average Industrial Tax Increase %	1.33%
Average Multi-Residential Tax Increase %	0.02%

* Including impact of the Tax Ratio Reduction Policy

Opening Motion required:

Moved By: Councillor Sullivan
Seconded By: Councillor Caputo

- A. THAT the 2023 Operating Budget as presented, BE APPROVED; and**
- B. THAT the necessary by-laws BE PRESENTED to City Council for adoption.**

STEP 2 – VARIOUS BOARDS & AGENCIES 2023 BUDGETS

2.A Brantford Downtown Business Improvement Area

Information on the Brantford Downtown Business Improvement Area operating budget can be found beginning on Pg 143 of the 2023 Preliminary Operating Budget document. The Board approved BIA levy totals \$244,659, which will be shared among the business owners within the BIA boundary. The net impact on the City's tax levy is zero.

Representatives from the Brantford Downtown Business Improvement Area Board are available to answer questions from the Committee.

2.B Budget Adjustments identified by the Committee:

Motions from Members of the Committee would be required at this time to request the Business Downtown Improvement Area Board to consider any operating budget adjustments for the Business Downtown Improvement Area.

2.C Brant County Health Unit

Information on the Brant County Health Unit operating budget can be found beginning on Pg 139 of the 2023 Preliminary Operating Budget document. The City's share of the 2023 Operating Budget is **\$3,056,277**, representing a **5.79%** increase over the previous year.

A presentation will now be made to the Committee by the Brant County Health Unit with respect to their 2023 budget, followed by an opportunity for questions.

2.D Budget Adjustments identified by the Committee:

Motions from Members of the Committee would be required at this time to request the Brant County Health Unit Board to consider any operating budget adjustments for the Brant County Health Unit.

2.E Brantford Public Library

Information on the Brantford Public Library operating budget totaling **\$5,160,750**, representing an increase of **3.93%**, can be found beginning on Pg 136 of the 2023 Preliminary Operating Budget document.

A presentation will now be made to the Committee by the Brantford Public Library with respect to their 2023 budget, followed by an opportunity for questions.

2.F Budget Adjustments identified by the Committee:

Motions from Members of the Committee would be required at this time to request the Brantford Public Library Board to consider any operating budget adjustments for the Brantford Public Library.

2.G John Noble Home

Information on the John Noble Home operating budget can be found beginning on Pg 133 of the 2023 Preliminary Operating Budget document. The City's share of the 2023 Operating Budget is **\$1,886,640**, representing a **3.24%** increase over the previous year.

A presentation will now be made to the Committee by the John Noble Home with respect to their 2023 budget, followed by an opportunity for questions.

2.H Budget Adjustments identified by the Committee:

Motions from Members of the Committee would be required at this time to request the John Noble Home Committee of Management to consider any operating budget adjustments for the John Noble Home.

2.I Brantford Police Services

Information on the Brantford Police Services operating budget totaling **\$44,639,979**, representing an increase of **7.96%**, can be found beginning on Pg 131 of the 2023 Preliminary Operating Budget document.

A presentation will now be made to the Committee by the Brantford Police Services with respect to their 2023 budget, followed by an opportunity for questions.

2.J Budget Adjustments identified by the Committee – Brantford Police Service

Motions from Members of the Committee would be required at this time to request the Police Services Board to consider any operating budget adjustments for the Brantford Police Service.

Moved By: Councillor Samwell

Seconded By: Councillor Sicoli

THAT the funds previously approved from the Council Priorities Reserve for adult school crossing guards at the intersections of Tecumseh Street & Marie Avenue; Varadi Avenue & Francis Street and Francis Street/Brier Crescent/White Oaks Drive for the 2022-2023 school year BE USED instead for the 2023-2024 school year subject to approval by the Brantford Police Services Board to add a crossing guard at those locations.

CARRIED.

Moved By: Councillor McCreary

Seconded By: Councillor Martin

THAT the 2023 Brantford Police Services Operating Budget submitted to the City of Brantford Estimates Committee be respectfully REFERRED BACK to the Brantford Police Services Board for reconsideration.

CARRIED.

2.K

Updated 2023 Net Expenditures (at the end of step 2):

\$182,303,416

Table 2 - 2023 Operating Budget Status at the end of Step 2

2023 Operating Budget	\$182,303,416
Budget Impact after Assessment Growth	2.62%
Average Residential Tax Impact	3.53%
	\$ <u>121.08</u>
Average Commercial Tax Impact	0.93%
Average Industrial Tax Impact	1.33%
Average Multi-Residential Tax Impact	0.02%

STEP 3 – CHIEF ADMINISTRATIVE OFFICER **2023 OPERATING BUDGETS**

3.A Information on the CAO Commission Operating budget submission can be found beginning on Pg. 13 of the 2023 Preliminary Operating Budget. The CAO Commission budget is **\$7,912,253**, representing a **2.70%** increase over the previous year.

A presentation will be made to the Committee by the Chief Administrative Officer with respect to the 2023 budget.

3.B **Opportunity for Deliberations on Chief Administrative Officer Budget**

Committee now has an opportunity to ask questions or propose amendments on departmental budgets within the CAO Commission.

Table 4 – 2023 CAO Operating Budget Summary

	DEPARTMENT	Pg. No.	2022 BUDGET	2023 BUDGET	2022/2023 Variance	Percentage Variance
3B.1	Chief Administrative Office	17	610,648	550,771	(59,877)	(9.81%)
3B.2	Communications, Community Engagement & Customer Services	19	1,649,797	1,748,560	98,763	5.99%
3B.3	Finance	21	3,020,120	3,076,182	56,062	1.86%
3B.4	Economic Development, Tourism & Cultural Initiatives	24	2,423,438	2,536,740	113,302	4.68%
	TOTAL CHIEF ADMINISTRATIVE OFFICER		7,704,003	7,912,253	208,250	2.70%

3.C Unmet Needs – Chief Administrative Officer

The CAO Commission has submitted two Unmet Needs, with a net 2023 Budget impact totaling **\$68,418**. A motion would be required to add any of these unmet needs to the 2023 operating budget.

Moved By: Councillor Carpenter
 Seconded By: Councillor Samwell

Table 5 - 2023 CAO Unmet Needs Summary

	Pg	DESCRIPTION OF UNMET NEED	DEPT.	CATEGORY	2023 NET BUDGET IMPACT	INCREMENTAL NET 2024 BUDGET IMPACT	Approval to include in 2023 Operating Budget
3C.1	23	Billing & Collections Representative – Customer Services Utilities (gross cost \$61,874 funded through rate revenue)	Finance	Staff Recommended	0	0	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> CARRIED
3C.2	31	Project Manager – Real Estate Development (3 year contract) (gross 2023 cost of \$68,418, \$401,916 in total, to be funded from land sales)	Economic Development, Tourism & Cultural Initiatives	Staff Recommended	0	0	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> CARRIED
			TOTAL		\$0	\$0	

STEP 4 – FIRE 2023 OPERATING BUDGET

4.A Information on the Fire Department Operating budget submission can be found beginning on Pg. 32 of the 2023 Preliminary Operating Budget. The Fire Department budget is **\$21,335,520**, representing a **3.33%** increase over the previous year.

A presentation will be made to the Committee by the Fire Chief with respect to the 2023 budget.

4.B Opportunity for Deliberation on Fire Budget

Committee now has an opportunity to ask questions or propose amendments on departmental budgets within the Fire Department.

Table 6 - 2023 Fire Department Operating Budget Summary

	DEPARTMENT	Pg. No.	2022 BUDGET	2023 BUDGET	2022/2023 Variance	Percentage Variance
4B.1	Fire	34	20,648,332	21,335,520	687,188	3.33%
	TOTAL FIRE SERVICES		20,648,332	21,335,520	687,188	3.33%

STEP 5 – PEOPLE, LEGISLATED SERVICES & PLANNING **2023 OPERATING BUDGETS**

5.A Information on the People, Legislated Services & Planning Commission Operating budget submission can be found beginning on Pg. 37 of the 2023 Preliminary Operating Budget. The People, Legislated Services & Planning Commission Operating budget is **\$12,234,857**, representing a **6.40%** increase over the previous year.

A presentation will be made to the Committee by the General Manager of People, Legislated Services & Planning with respect to the 2023 budget.

5.B Opportunity for Deliberation on People, Legislated Services & Planning

Committee now has an opportunity to ask questions or propose amendments on departmental budgets within the People, Legislated Services & Planning Commission.

Table 7 - 2023 People, Legislated Services and Planning Operating Budget Summary

	DEPARTMENT	Pg No.	2022 BUDGET	2023 BUDGET	2022/2023 Variance	Percentage Variance
5B.1	Human Resources	41	2,170,955	2,200,334	29,379	1.35%
5B.2	Legal Services	43	872,023	987,237	115,214	13.21%
5B.3	Clerk's Department	45	1,610,553	1,592,959	(17,594)	(1.09%)
5B.4	IT Services	47	4,438,633	4,940,406	501,773	11.30%
5B.5	Planning & Development Services	49	1,379,310	1,365,077	(14,233)	(1.03%)
5B.6	Building	52	1,027,936	1,148,844	120,908	11.76%
	TOTAL PEOPLE, LEGISLATED SERVICES & PLANNING		11,499,410	12,234,857	735,447	6.40%

5.C Unmet Needs – People, Legislated Services & Planning

People, Legislated Services & Planning has submitted one Unmet Needs, with a net 2023 Budget impact totaling **\$100,000**. The Chair will allow for any questions on the unmet need listed below. A motion would be required to add this unmet need to the 2023 operating budget.

Moved By: Mayor Davis

Seconded By: Councillor Carpenter

Table 8 - 2023 People, Legislated Services and Planning Unmet Needs Summary

	Pg	DESCRIPTION OF UNMET NEED	DEPT.	CATEGORY	2023 NET BUDGET IMPACT	INCREMENTAL NET 2024 BUDGET IMPACT	Approval to include in 2023 Operating Budget
5C.1	51	Commercial Façade/Mixed Use Building Improvement Grant (amendment – 50% of grant be allocated to CPTED program for greater downtown area)	Planning & Development Services	Response to Direction from Council	100,000	0	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> CARRIED
			TOTAL		\$100,000	0	

STEP 6– Executive & Legislative **2023 OPERATING BUDGET**

6.A Information on the Executive and Legislative Operating budget submission can be found beginning on Pg. 7 of the 2023 Preliminary Operating Budget. The Executive and Legislative Operating budget is **\$818,507**, representing a **6.08%** increase over the previous year.

6.B Opportunity for Deliberation on Executive & Legislative Budget

Committee now has an opportunity to ask questions or propose amendments on departmental budgets within the Executive & Legislative Department.

Table 9 - 2023 Executive & Legislative Operating Budget Summary

	DEPARTMENT	Pg. No.	2022 BUDGET	2023 BUDGET	2022/2023 Variance	Percentage Variance
6B.1	Mayor's Office	9	265,528	273,939	8,411	3.17%
6B.2	Members of Council	11	506,097	544,568	38,471	7.60%
	TOTAL EXECUTIVE & LEGISLATIVE		771,625	818,507	46,882	6.08%

STEP 7 – COMMUNITY SERVICES & SOCIAL DEVELOPMENT 2023 OPERATING BUDGET

7.A Information on the Community Services and Social Development Commission Operating budget submission can be found beginning on Pg. 54 of the 2023 Preliminary Operating Budget. The Community Services and Social Development Operating Commission Operating budget is **\$3,074,923**, representing a **4.68%** increase over the previous year.

A presentation will be made to the Committee by the General Manager of Community Services and Social Development with respect to the 2023 budget.

7.B Opportunity for Deliberation on Community Services & Social Development Budget

Committee now has an opportunity to ask questions or propose amendments on departmental budgets within the Community Services and Social Development Commission.

Table 10 - 2023 Community Services and Social Development Commission Operating Budget Summary

	DEPARTMENT	Pg No.	2022 BUDGET	2023 BUDGET	2022/2023 Variance	Percentage Variance
7B.1	CSSD Administration	59	117,045	125,717	8,672	7.41%
7B.2	Housing	61	135,875	162,851	26,976	19.85%
7B.3	Community Programs & Social Development	63	2,684,531	2,786,355	101,824	3.79%
	TOTAL COMMUNITY SERVICES & SOCIAL DEVELOPMENT		2,937,451	3,074,923	137,472	4.68%

7.C Unmet Needs – WGSC 10th Anniversary Event

The Committee has been provided staff report 2023-146 – Wayne Gretzky Sports Centre 10th Anniversary Celebration from the Community Services and Social Development Commission. A motion is required at this time to put this report on the floor for discussion.

Moved By: Councillor McCreary
Seconded By: Councillor Martin

- A. THAT Report 2023-146 Wayne Gretzky Sports Centre 10th Anniversary Celebration BE RECEIVED; and
- B. THAT the net cost of \$31,800 for the Wayne Gretzky Sports Centre 10th Anniversary Celebration, including a commissioned piece of Public Art dedicated to the City's late Lord Mayor Walter Gretzky in his previous parking space, BE FUNDED as follows:
 - a. \$25,300 One-Time increase to the 2023 operating budget; and
 - b. \$6,500 from the Public Art Reserve (RF0507) to fund up to 50% of the Public Art project.

Amendment

Moved By: Councillor McCreary
Seconded By: Councillor Martin

That staff BE DIRECTED to engage the Ward 3 Councillors and area residents on the potential installation of traffic control at the intersection of Fairview Drive and the Wayne Gretzky Sports Centre entrance (water Gretzky Blvd.) and REPORT BACK to the May 2023 Committee of the Whole – Operations including an option for an entry feature to showcase the Wayne Gretzky Sports Centre at the intersection.

Amendment CARRIED.

Unmet Need CARRIED, as amended.

7.D 2023 Net Expenditures at beginning of the night:
 Plus/(Minus) Approved Budget adjustments Steps 3-7:
 Updated 2023 Net Expenditures (at the end of step 7):

\$ 182,303,416
\$ 125,300
\$ 182,428,716

Table 11 - 2023 Operating Budget Status at end of Step 7

2023 Operating Budget	\$ 182,428,716
Budget Impact after Assessment Growth	2.69 %
Average Residential Tax Impact	3.6 %
	\$ 123.52
Average Commercial Tax Impact	1.00 %
Average Industrial Tax Impact	1.40%
Average Multi-Residential Tax Impact	0.09 %

STEP 8 – PUBLIC WORKS **2023 OPERATING BUDGET**

8.A Information on the Public Works Commission Operating Budget submission can be found beginning on Pg. 71 of the 2023 Preliminary Operating Budget. The Public Works Operating budget is **\$50,097,302**, representing an **11.3%** increase over the previous year.

A presentation will be made to the Committee by the General Manager of Public Works with respect to the 2023 budget.

8.B Opportunity for Deliberation on Public Works Budget

Committee now has an opportunity to ask questions or propose amendments on departmental budgets within the Public Works Commission.

Table 13 - 2023 Public works Commission Operating Budget Summary

	DEPARTMENT	Pg. No.	2022 BUDGET	2023 BUDGET	2022/2023 Variance	Percentage Variance
8B.1	Public Works Admin	75	835,532	773,045	(62,487)	(7.48%)
8B.2	Environmental Services	77	4,304,701	4,700,358	395,657	9.19%
8B.3	Engineering Services	85	1,981,850	2,102,304	120,454	6.08%
8B.4	Operational Services	87	15,496,917	17,143,560	1,646,643	10.63%
8B.5	Parks & Facility Services	91	15,759,700	17,714,214	1,954,514	12.40%
8B.6	Fleet & Transit Services	97	6,631,122	7,663,821	1,032,699	15.57%
	TOTAL PUBLIC WORKS		\$45,009,822	\$50,097,302	\$5,087,480	11.30%

8.C Unmet Needs – Public Works

Public Works has submitted one Unmet Need, with a 2023 net Budget impact totaling **\$69,727**. A motion would be required to add this unmet need to the 2023 operating budget

Moved By: Councillor Sullivan

Seconded By: Councillor McCreary

Table 14 - 2023 Public Works Commission Unmet Needs Summary

	Pg	DESCRIPTION OF UNMET NEED	DEPT.	CATEGORY	2023 NET BUDGET IMPACT	INCREMENTAL NET 2024 BUDGET IMPACT	Approval to include in 2023 Operating Budget
8C.1	80	Stormwater Technologist	Environmental Services	Mandatory	\$69,727	\$30,524	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> CARRIED
			TOTAL		\$69,727	\$0	

STEP 9– CORPORATE FINANCING

2023 OPERATING BUDGET

9.A Information on the Corporate Financing Operating budget submission can be found beginning on Pg. 101 of the 2023 Preliminary Operating Budget. The Corporate Financing Operating budget is **\$12,963,548**, representing a (12.67%) decrease over the previous year.

A presentation will be made to the Committee by the City Treasurer/Director of Finance with respect to the 2023 budget.

9.B Opportunity for Deliberation on Corporate Financing Budget

Committee now has an opportunity to ask questions or propose amendments on departmental budgets within Corporate Financing:

Table 15 - 2023 Corporate Finance Operating Summary

	DEPARTMENT	Pg. No.	2022 BUDGET	2023 BUDGET	2022/2023 Variance	Percentage Variance
9B.1	Police Boards Honorariums	103	40,957	41,921	964	2.35%
9B.2	Debt Financing	105	4,349,827	5,087,724	737,897	16.96%
9B.3	Capital Financing	107	17,089,143	16,739,143	(350,000)	(2.05%)
9B.4	Boundary Adjustment	109	1,323,233	1,152,695	(170,538)	(12.89%)
9B.5	Supps/P-I-L/Adj on Taxes	111	(4,051,701)	(4,671,244)	(619,543)	(15.29%)
9B.6	Investment Income	113	(4,300,000)	(7,000,000)	(2,700,000)	(62.79%)
9B.7	Current & Retiree Benefits	115	1,387,960	1,753,357	365,397	26.33%
9B.8	Casino Financing	117	-	-	-	-
9B.9	Corporate Contributions/Grants	119	238,500	247,600	9,100	3.82%
9B.10	Utility Financing Revenues	121	(3,083,653)	(1,943,525)	1,140,128	36.97%
9B.11	Insurance	123	3,518,714	4,221,533	702,819	19.97%
9B.12	Employee Gapping	125	(2,318,656)	(2,818,656)	(500,000)	(21.56%)
9B.13	Post Secondary	127	-	-	-	-
9B.14	Operating Budget Contingency	129	650,000	153,000	(497,000)	(76.46%)
	TOTAL CORPORATE FINANCING		\$14,844,324	\$12,963,548	(\$1,880,776)	(12.67%)

STEP 10 – ADDITIONAL REPORTS **2023 OPERATING BUDGET**

10.A Staff report 2023-154

In December 2022, City Council approved the following recommendation as part of report 2022-713 – 2023 Property Tax Policy:

THAT the 30% tax rate reduction for vacant and excess land in the commercial and industrial property classes BE REVIEWED with a recommendation coming forward to the Estimates Committee in February.

The Committee has been provided staff report 2023-154 Elimination of Vacant Land and Excess Land Property Tax Rate Reductions. A motion is required at this time to put this report on the floor for discussion.

Moved By: Councillor Carpenter
Seconded By: Councillor Sless

- A. THAT Report 2023-154 Elimination of Vacant Land and Excess Land Property Tax Rate Reductions BE RECEIVED; and
- B. THAT the 30% tax rate reduction for properties in the Vacant Land and Excess Land property sub-classes be eliminated starting with the 2023 tax year.

CARRIED.

STEP 11 – FINALIZATION OF 2023 **OPERATING BUDGET**

11.A Other Budget Adjustments identified by the Committee

Motions from Members of the Committee would be required at this time to consider any other Operating Budget adjustments not previously considered.

Moved By: Councillor Caputo
Seconded By: Councillor Sicoli

THAT annual savings realized in the curbside collection operations BE TRANSFERRED to the Roads Reserve (RF0537) for the years 2023 to 2027 inclusive.

CARRIED.

Moved By: Councillor Carpenter
 Seconded By: Councillor McCreary

THAT no tax ratio reduction policy be implemented for 2023.

CARRIED.

11.B Final Budget Update

2023 Net Expenditures at beginning of the night:	\$ 182,428,716
Plus/(Minus) Approved Budget adjustments at Steps 11:	\$ 69,727
Updated 2023 Net Expenditures (at the end of step 11):	\$182,498,443

2023 Operating Budget	\$182,498,443
Budget Impact after Assessment Growth	2.73 %
Average Residential Tax Impact	2.24%
	<u>\$76.85</u>
Average Commercial Tax Impact	2.24 %
Average Industrial Tax Impact	2.24 %
Average Multi-Residential Tax Impact	2.24%

11.C A vote is now required on the opening motion, as amended.

CARRIED.