



# Memorandum

*Office of the City Clerk*  
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**TO:** Members of Council  
**FROM:** Mr. J. Hannam, City Clerk  
**DATE:** Monday, February 4, 2019  
**SUBJECT:** **Additional Information – 2019 Capital and Operating Budget Meetings**

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## **ADDITIONAL INFORMATION**

1. Memorandum from Ms. E. Westover, Manager - Budgets and Long Term Planning (Acting), dated February 1, 2019 relative to 2019 Budget amendments up to January 30, 2019.



## *Memorandum*

Date: February 1, 2019

To: Members of City Council

From: Emma Westover, Manager - Budgets and Long Term Planning (Acting)

Subject: **2019 Budget Amendments to date**

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Please find attached a summary detailing the amendments made to the 2019 Tax Supported Budget up to January 30, 2019.

Thank you.

cc:

Norm Gale, City Manager  
Executive Management Team  
John Hannam, City Clerk

**City of Thunder Bay  
2019 Budget Amendment Tracking Summary**

Tax Supported	FTEs	Capital Outlay	Gross ('000s)	Net ('000s)	Total	Change from 2018 ('000s)	% Total	Net Growth ('000s)	% Net
		From Revenue (including EIRP) ('000s)			Municipal Tax Levy ('000s)		Municipal Levy Increase		Municipal Tax Levy Increase (After Growth)
<b>Original Proposed Budget</b>	<b>1,721.10</b>	<b>17,593.0</b>	<b>359,223.7</b>	<b>247,913.9</b>	<b>195,916.9</b>	<b>6,175.5</b>	<b>3.25%</b>	<b>584.0</b>	<b>2.95%</b>
Amendments:									
1 MPAC Levy reduced adjusted to actual			(41.2)	(41.2)	(41.2)	(41.2)	(0.02)%		(0.02)%
2 Reduce Community Youth & Culture Funding per R 166/2019			(10.0)	(10.0)	(10.0)	(10.0)	(0.01)%		(0.01)%
3 Remove Contribution to Staal Foundation			(40.0)	(40.0)	(40.0)	(40.0)	(0.02)%		(0.02)%
4 Increase corporate revenues due to opt-in for Cannabis Retail Storefronts - R 182/2019			-	(130.0)	(130.0)	(130.0)	(0.07)%		(0.07)%
5 Expansion to roads budget due to Designated Truck Route - R 63/2018			10.0	10.0	10.0	10.0	0.01%		0.01%
6 Create an Indoor Turf Reserve Fund - reallocate \$4M from Renew Thunder Bay to this new reserve fund			-	-	-	-	0.00%		0.00%
7 That the City's portion of the 2019 Municipal Accommodation Tax be transferred to the newly created Indoor Turf RF (est. \$1M)			-	-	-	-	0.00%		0.00%
8 Remove expansion for Common Voice Northwest			(40.0)	(40.0)	(40.0)	(40.0)	(0.02)%		(0.02)%
9 New Capital Project - Consolidation of CEDC & Tourism Offices (funded by Stabilization RF)			120.0	-	-	-	0.00%		0.00%
10 Police Increase - Financial implications due to OIPRD recommendations			1,082.5	1,082.5	1,082.5	1,082.5	0.57%		0.57%
11 Police - fund one-time OIPRD recommendation items from Stabilization RF				(249.5)	(249.5)	(249.5)	(0.13)%		(0.13)%
12 Eliminate the one-time increase to Thunder Bay Public Library			(80.0)	(80.0)	(80.0)	(80.0)	(0.04)%		(0.04)%
13 Tbaytel Special Dividend (\$500K dividend to be split \$265K to reduce levy and \$235K to Renew Thunder Bay Reserve Fund)				(265.0)	(265.0)	(265.0)	(0.14)%		(0.14)%
14 Removal of new user fees for playfield rentals - reduction of User Fee Playfield Revenue			-	50.0	50.0	50.0	0.03%		0.03%
15 Increase for Definitely Superior Art Gallery (funded by Municipal Accommodation Tax RF)			28.5	-	-	-	0.00%		0.00%
16 Increase for Integrity Commissioner			15.2	15.2	15.2	15.2	0.01%		0.01%
17 Reduce Contribution to Clean Green Beautiful			(50.0)	(50.0)	(50.0)	(50.0)	(0.03)%		(0.03)%
18 Reduce Library Capital - Minor Capital Renewal Program			(50.0)	(50.0)	(50.0)	(50.0)	(0.03)%		(0.03)%
19 Sch 1-Operating Item: Revenue Increase - User fee Marriage Licenses				(14.4)	(14.4)	(14.4)	(0.01)%		(0.01)%
20 Sch 1-Operating Item: Full Time Committee Coordinator II eliminated	(1.00)		(47.2)	(47.2)	(47.2)	(47.2)	(0.02)%		(0.02)%
21 Sch 1-Operating Item: Cancellation of delivery of information to City Council by courier/external delivery service			(5.0)	(5.0)	(5.0)	(5.0)	(0.00)%		(0.00)%

**City of Thunder Bay  
2019 Budget Amendment Tracking Summary**

Tax Supported	FTEs	Capital Outlay	Gross ('000s)	Net ('000s)	Total	Change from 2018 ('000s)	% Total	Net Growth ('000s)	% Net
		From Revenue (including EIRP) ('000s)			Municipal Tax Levy ('000s)		Municipal Levy Increase		Municipal Tax Levy Increase (After Growth)
<b>Original Proposed Budget</b>	<b>1,721.10</b>	<b>17,593.0</b>	<b>359,223.7</b>	<b>247,913.9</b>	<b>195,916.9</b>	<b>6,175.5</b>	<b>3.25%</b>	<b>584.0</b>	<b>2.95%</b>
Amendments:									
22 Sch 1-Operating Item: HR & Corporate Safety budget reduction (e.g. telecommunication, advertising, general expenses, printing etc.)	-		(20.6)	(20.6)	(20.6)	(20.6)	(0.01)%		(0.01)%
23 Sch 1-Operating Item: Digital Strategy -increase advertising revenues in City Recreation and Culture facilities and potentially waterfront (subject to sign by-law)	-			(10.0)	(10.0)	(10.0)	(0.01)%		(0.01)%
24 Sch 1-Operating Item: Reduced Aquatic Service Hours - reduce compensation budget due to i) discontinuation of Monday and Wednesday Family Swim at Churchill Pool (6 - 8 pm); and ii) discontinuation of Thunder Slide hours at Canada Games Complex Monday and Tuesday (7 – 9 pm).	(0.52)		(16.5)	(16.5)	(16.5)	(16.5)	(0.01)%		(0.01)%
25 Sch 1-Operating Item: Increase 2019 Child Care revenue target to reflect increased program registrations.				(60.0)	(60.0)	(60.0)	(0.03)%		(0.03)%
26 Sch 1-Operating Item: Increase 2019 revenue target to reflect increased recovery of costs related to rentals at Fort William Gardens (\$5K) and community centres (\$20K).				(25.0)	(25.0)	(25.0)	(0.01)%		(0.01)%
27 Sch 1-Operating Item: Reduce 2019 utility budget to reflect reduced costs for electricity based on recent invoices, review of global adjustment, and new hedge rate.			(115.0)	(115.0)	(115.0)	(115.0)	(0.06)%		(0.06)%
28 Sch 1-Operating Item: Reduce 2019 compensation budget for Inclusion Services to re-align facilitator hours to support individuals with special needs that may use recreation and culture facilities to reflect current level of demand.	(0.25)		(8.0)	(8.0)	(8.0)	(8.0)	(0.00)%		(0.00)%
29 Sch 1-Operating Item: Insurance budget reduction			(100.0)	(100.0)	(100.0)	(100.0)	(0.05)%		(0.05)%
30 Sch 1-Operating Item: Reduce wage contingency , EFAP, WSIB Legal expense	-		(32.0)	(32.0)	(32.0)	(32.0)	(0.02)%		(0.02)%
31 Sch 1-Operating Item: Increased CMI funding (Provincial Revenue for Pioneer Ridge)	-			(40.0)	(40.0)	(40.0)	(0.02)%		(0.02)%
32 Sch 1-Operating Item: Update Resident Preferred Revenue at Pioneer Ridge	-			(50.0)	(50.0)	(50.0)	(0.03)%		(0.03)%
33 Sch 1-Operating Item: Reduce WSIB budget within CIT Division	-		(25.0)	(25.0)	(25.0)	(25.0)	(0.01)%		(0.01)%
34 Sch 1-Operating Item: Reduce overtime budget within CIT division	-		(20.0)	(20.0)	(20.0)	(20.0)	(0.01)%		(0.01)%
35 Sch 1-Operating Item: Suspend heritage tax relief and downtown redevelopment incentive programs	-		(100.0)	(100.0)	(100.0)	(100.0)	(0.05)%		(0.05)%

**City of Thunder Bay  
2019 Budget Amendment Tracking Summary**

Tax Supported	FTEs	Capital Outlay From Revenue (including EIRP) ('000s)	Gross ( '000s)	Net ('000s)	Total Municipal Tax Levy ( '000s)	Change from 2018 ( '000s)	% Total Municipal Levy Increase	Net Growth ( '000s)	% Net Municipal Tax Levy Increase (After Growth)
<b>Original Proposed Budget</b>	<b>1,721.10</b>	<b>17,593.0</b>	<b>359,223.7</b>	<b>247,913.9</b>	<b>195,916.9</b>	<b>6,175.5</b>	<b>3.25%</b>	<b>584.0</b>	<b>2.95%</b>
Amendments:									
36 Sch 1-Operating Item: Reduction of purchased services within Realty Services			(4.0)	(4.0)	(4.0)	(4.0)	(0.00)%		(0.00)%
37 Sch 1-Operating Item: Vet Services to be funded by Animal Control Reserve Fund	-			(25.0)	(25.0)	(25.0)	(0.01)%		(0.01)%
38 Sch 1-Operating Item: increase reliance on the Land Development Account	-			(100.0)	(100.0)	(100.0)	(0.05)%		(0.05)%
39 Sch 1-Operating Item: Discontinue Picnic Table Delivery	(0.30)		(5.0)	(5.0)	(5.0)	(5.0)	(0.00)%		(0.00)%
40 Sch 1-Operating Item: Discontinue Christmas Lights Install by City Staff in South Core and Westfort	-		(9.2)	(9.2)	(9.2)	(9.2)	(0.00)%		(0.00)%
41 Sch 1-Operating Item: Discontinue Hanging baskets installation by City staff in cores	-		(11.5)	(11.5)	(11.5)	(11.5)	(0.01)%		(0.01)%
42 Sch 1-Capital Item: Fund wayfinding project by Municipal Accommodation Tax Reserve Fund		(50.0)		(50.0)	(50.0)	(50.0)	(0.03)%		(0.03)%
43 Sch 1-Capital Item: Eliminate Public Safety Command Centre project		(150.0)	(150.0)	(150.0)	(150.0)	(150.0)	(0.08)%		(0.08)%
44 Sch 1-Capital Item: Eliminate Pioneer Ridge Kitchen equipment project		(65.0)	(65.0)	(65.0)	(65.0)	(65.0)	(0.03)%		(0.03)%
45 Sch 1-Capital Item: Eliminate Pioneer Ridge Resident Care Equipment project		(30.0)	(30.0)	(30.0)	(30.0)	(30.0)	(0.02)%		(0.02)%
46 Sch 1-Capital Item: Defer Fire Pumper		(330.0)	(330.0)	(330.0)	(330.0)	(330.0)	(0.17)%		(0.17)%
47 Sch 1-Capital Item: Fund Aerial Photography project by Digital Parcel Reserve Fund		(153.6)	(153.6)	(153.6)	(153.6)	(153.6)	(0.08)%		(0.08)%
48 Sch 1-Capital Item: Eliminate Property Acquisition NW Arterial project		(50.0)	(50.0)	(50.0)	(50.0)	(50.0)	(0.03)%		(0.03)%
49 Sch 2-Operating Item: Intergovernmental Affairs Committee - reduction			(18.0)	(18.0)	(18.0)	(18.0)	(0.01)%		(0.01)%
50 Sch 2-Operating Item: Eliminate Collection Clerk position	(1.00)		(65.4)	(65.4)	(65.4)	(65.4)	(0.03)%		(0.03)%
51 Sch 2-Operating Item: Reduce Service Desk compliment by 1 – Helpdesk Analyst Position	(1.00)		(77.3)	(77.3)	(77.3)	(77.3)	(0.04)%		(0.04)%
52 Sch 2-Operating Item: Vacant Position within Financial Services	(1.00)		(94.6)	(94.6)	(94.6)	(94.6)	(0.05)%		(0.05)%
53 Sch 2-Operating Item: Eliminate a Senior Planner position	(1.00)		(76.1)	(76.1)	(76.1)	(76.1)	(0.04)%		(0.04)%
54 Sch 2-Operating Item: Discontinue Annual Curbside Battery Collection Program			(10.0)	(10.0)	(10.0)	(10.0)	(0.01)%		(0.01)%
<b>Total Amendments</b>	<b>(6.07)</b>	<b>(928.6)</b>	<b>(540.4)</b>	<b>(1,811.4)</b>	<b>(1,811.4)</b>	<b>(1,811.4)</b>	<b>(0.95)%</b>		<b>(0.95)%</b>
<b>Revised Tax Supported Budget</b>	<b>1,715.03</b>	<b>16,664.4</b>	<b>358,683.3</b>	<b>246,102.5</b>	<b>194,105.5</b>	<b>4,364.1</b>	<b>2.30%</b>	<b>584.0</b>	<b>1.99%</b>