

**2023 OPERATING BUDGET
ISSUES SUMMARY**

			TOTAL BUDGET	Expenditure	Non-Tax Revenue	Net City Departments	%	Net City Boards	%	Net External Agencies	%	Cumulative Total	%
A	2022 TAX SUPPORTED BUDGET					\$ 68,080,700		\$ 24,340,400		\$ 19,702,200		\$ 112,123,300	
						60.72%		21.71%		17.57%		100.00%	
B	BASE ADJUSTMENTS												
B1-1	Pre-approved budget items			\$ 5,263,700	\$ 5,263,700	-	0.00%					\$ 112,123,300	0.00%
B1-2	Contractual Service Agreements			1,759,600	(374,500)	2,134,100	1.90%					114,257,400	1.90%
B1-3	Capital Financing			586,000	(49,100)	635,100	0.57%					114,892,500	2.47%
B1-4	Operating Revenue / Costs			1,095,100	(191,500)	1,286,600	1.15%					116,179,100	3.62%
B1-5	Annualized / Elimination of Prior Year Budget Issues			(1,563,100)	(1,469,100)	(94,000)	-0.08%					116,085,100	3.53%
B1-6	2022 COVID Impact Reversals			557,000	557,000	-	0.00%					116,085,100	3.53%
C	MANAGEMENT RECOMMENDATIONS												
D	ISSUES												
D1	Category 1 - City Boards	% Increase	Total Budget										
D1-1	Library	4.24%	\$ 2,555,400	\$ 103,900	\$ -			\$ 103,900	0.09%			\$ 116,189,000	3.63%
D1-2	Police	7.67%	23,568,600	1,539,500	(140,200)			1,679,700	1.50%			117,868,700	5.12%
	EXTERNAL AGENCIES												
D2	Category 2 - Special Purpose Bodies												
D2-1	Quinte Economic Development Commission	13.47%	\$ 245,100	\$ 29,100	\$ -					\$ 29,100	0.03%	\$ 117,897,800	5.15%
D2-2	Bay of Quinte Regional Marketing Board		86,900	86,900	86,900	(86,900)				86,900	0.08%	117,897,800	5.15%
D2-3	QuinteWaste Solutions	30.04%	1,517,300	350,500	350,500	(350,500)				350,500	0.31%	117,897,800	5.15%
D2-4	Quinte Conservation	10.75%	1,052,900	102,200	-					102,200	0.09%	118,000,000	5.24%
D2-5	Stirling Arena	39.81%	72,000	20,500	-					20,500	0.02%	118,020,500	5.26%
D2-6	911 Program	1.79%	79,700	1,400	-					1,400	0.00%	118,021,900	5.26%
D2-7	Quinte Arts Council	0.00%	37,500	-	-					-	0.00%	118,021,900	5.26%
D2-8	Volunteer Information Quinte	0.00%	10,000	-	-					-	0.00%	118,021,900	5.26%
D3	Category 3 - Provincially Mandated Services												
D3-1	Provincial Offences Revenue (POA)	-15.39%	\$ (94,000)	\$ -	\$ -	13,900				\$ (13,900)	-0.01%	\$ 118,021,900	5.26%
D3-2	Emergency Medical Services (EMS)	9.22%	4,519,000	381,400	-					381,400	0.34%	118,403,300	5.60%
D3-3	Social Services - General Assistance	-8.03%	2,118,700	(184,900)	-					(184,900)	-0.16%	118,218,400	5.44%
D3-4	Social Housing	9.65%	6,263,300	551,300	-					551,300	0.49%	118,769,700	5.93%
D3-5	Long Term Care - Hastings Manor	9.23%	3,026,500	255,800	-					255,800	0.23%	119,025,500	6.16%
D3-6	Long Term Care - Centennial Manor	13.57%	565,700	67,600	-					67,600	0.06%	119,093,100	6.22%
D3-7	MPAC Fees	0.11%	640,100	700	-					700	0.00%	119,093,800	6.22%
D3-8	Health Unit	6.04%	1,183,500	67,400	-					67,400	0.06%	119,161,200	6.28%
D4	Category 4 - Legislative Compliance or Health & Safety												
D4-1	GG - Asset Management Plan Update			\$ 550,000	\$ 550,000	-	0.00%					119,161,200	6.28%
D4-2	GG - Asset Management Contribution			470,000	-	470,000	0.42%					119,631,200	6.70%
D4-3	CSD - Building Condition Assessments & Software			295,000	295,000	-	0.00%					119,631,200	6.70%
D4-4	CSD - Summer Camp - Inclusion Leaders			21,700	-	21,700	0.02%					119,652,900	6.72%

		TOTAL BUDGET	Expenditure	Non-Tax Revenue	Net City Departments	%	Net City Boards	%	Net External Agencies	%	Cumulative Total	%
D4-4	CSD - Refrigeration Operators (QSWC)		53,400	-	53,400	0.05%					119,706,300	6.76%
D4-5	CSD - Quinte Sports & Wellness Center - Security Contract		110,000	-	110,000	0.10%					119,816,300	6.86%
D5	Category 5 - Maintain Service Levels											
D5-1	CS - Office 365 and Exchange e-mail		\$ 60,000	\$ -	60,000	0.05%					119,876,300	6.91%
D5-2	CS - Adobe PDF Software - Corporate Wide		35,000	-	35,000	0.03%					119,911,300	6.95%
D5-3	CS - Backup Solution for Office 365 and Exchange e-mail					0.00%					119,911,300	6.95%
D6	Category 6 - Enhance Service Levels											
D6-1	GG - Seniors & Low Income Rebates		\$ -	\$ (25,000)	25,000	0.02%					\$ 119,936,300	6.97%
D6-2	ESI - Discover Belleville		30,000	20,000	10,000	0.01%					119,946,300	6.98%
D6-3	ESI - Quintelicious		25,000	25,000	-	0.00%					119,946,300	6.98%
D6-4	ESI - Strategic Planning Data Analysis		10,000	10,000	-	0.00%					119,946,300	6.98%
D6-5	ESI - Work in Quinte		60,000	60,000	-	0.00%					119,946,300	6.98%
D6-6	ESI - Small Business Centre		4,500	-	4,500	0.00%					119,950,800	6.98%
D6-7	ESI - BDIA Special Events Request - additional funding					0.00%					119,950,800	6.98%
D6-8	EDS - Blasting Policy					0.00%					119,950,800	6.98%
D6-9	EDS - Two (2) Principal Planners		106,800	106,800	-	0.00%					119,950,800	6.98%
D6-10	ES - Waste Audit		75,000	75,000	-	0.00%					119,950,800	6.98%
D6-11	ES - Implementation of Linear ECA		90,000	90,000	-	0.00%					119,950,800	6.98%
D6-12	ES - Greenhouse Gas Inventory - Additional Funding		110,000	110,000	-	0.00%					119,950,800	6.98%
D6-13	TOS - Inventory Control Clerk (CUPE)					0.00%					119,950,800	6.98%
D6-14	TOS - Free Transit Passes for High school Students		-	(9,000)	9,000	0.01%					119,959,800	6.99%
D6-15	TOS - Core Mobility Bus Service		61,700	61,700	-	0.00%					119,959,800	6.99%
D6-16	ESI - Belleville Chamber of Commerce Contract		40,000	40,000	-	0.00%					119,959,800	6.99%
D6-17	CSD - Feasibility Study for Addressing Museum Needs		65,000	65,000	-	0.00%					119,959,800	6.99%
D6-18	IN CAMERA Items		7,900	-	7,900	0.01%					119,967,700	7.00%
D6-19	HS - University Hospital Kingston Foundation		50,000	-	50,000	0.04%					120,017,700	7.04%
	Category 7 - Tax Relief Measure											
D7-1	Increase in Solar Revenue			45,000	(45,000)	-0.04%					119,972,700	7.00%
D7-2	Community Improvement Program Reduction		(300,000)		(300,000)	-0.27%					119,672,700	6.73%
D7-3	Façade Reduction		(50,000)		(50,000)	-0.04%					119,622,700	6.69%
D7-4	Engineering - Allocation to Capital		(100,000)		(100,000)	-0.09%					119,522,700	6.60%
D7-5	Tax Adjustments		(325,000)		(325,000)	-0.29%					119,197,700	6.31%
						0.00%					119,197,700	6.31%
	<u>Departmental review</u>					0.00%					119,197,700	6.31%
D7-6	Council - special projects ,PR	COUNCIL	Efficiency	(15,000)	-	(15,000)	-0.01%				119,182,700	6.30%
D7-7	Admin - various	CAO	Efficiency	(27,000)	-	(27,000)	-0.02%				119,155,700	6.27%
D7-8	Doctor Recruitment - partial funding	CAO	Efficiency	-	53,300	(53,300)	-0.05%				119,102,400	6.22%
D7-9	Publications	ESI	Efficiency	(3,000)	-	(3,000)	0.00%				119,099,400	6.22%
D7-10	CS - Office supplies	CS	Efficiency	(5,000)	-	(5,000)	0.00%				119,094,400	6.22%
D7-11	Finance - Legal, bank charges, Tax cert revenue	FINANCE	Efficiency	(10,000)	2,000	(12,000)	-0.01%				119,082,400	6.21%
D7-12	Human resources - legal and management training	HR	Efficiency	(10,000)	-	(10,000)	-0.01%				119,072,400	6.20%
D7-13	93 Dundas St	CSD	Efficiency	(10,000)	-	(10,000)	-0.01%				119,062,400	6.19%
D7-14	31 Wallbridge - reduction to reserve contribution	CSD	Efficiency	(6,000)	-	(6,000)	-0.01%				119,056,400	6.18%

				TOTAL BUDGET	Expenditure	Non-Tax Revenue	Net City Departments	%	Net City Boards	%	Net External Agencies	%	Cumulative Total	%
D7-15	DL Storey Utilities	CSD	Efficiency		(4,600)	-	(4,600)	0.00%					119,051,800	6.18%
D7-16	School Bus Trips	CSD	Efficiency		(10,000)	-	(10,000)	-0.01%					119,041,800	6.17%
D7-17	Parks - Facility Rental and Donations	TOS	Efficiency		-	45,000	(45,000)	-0.04%					118,996,800	6.13%
D7-18	Reduction in Rental Fence	TOS	Efficiency		(15,000)	-	(15,000)	-0.01%					118,981,800	6.12%
D7-19	Reduction of EAB Treatment	TOS	Efficiency		(35,000)	-	(35,000)	-0.03%					118,946,800	6.09%
D7-20	Training and Travel	TOS	Efficiency		(10,000)	-	(10,000)	-0.01%					118,936,800	6.08%
D7-21	Transit Fuel - reduction	TOS	Efficiency		(50,000)	-	(50,000)	-0.04%					118,886,800	6.03%
D7-22	Reduction in Student - Operations	TOS	Efficiency		(10,500)	-	(10,500)	-0.01%					118,876,300	6.02%
D7-23	Read Patching	TOS	Efficiency					0.00%					118,876,300	6.02%
D7-24	Fire - Travel and Training and Prevention	FIRE	Efficiency		(30,000)	-	(30,000)	-0.03%					118,846,300	6.00%
D7-25	Fire - rural - Travel and Training	FIRE	Efficiency		(10,000)	-	(10,000)	-0.01%					118,836,300	5.99%
D7-26	Community Improvement Program Reduction to \$0	EDS	Service reduction		(200,000)	-	(200,000)	-0.18%					118,636,300	5.81%
D7-27	Stop Leaf and Yard - Saturday	TOS	Service reduction					0.00%					118,636,300	5.81%
D7-28	Transit Revenues	TOS	Revenue Increase		-	56,700	(56,700)	-0.05%					118,579,600	5.76%
D7-29	Waste Bag Tag Fee Increase - \$3.00 to \$3.50 May 1st	ES	Revenue Increase					0.00%					118,579,600	5.76%
D7-30	Ice Rentals	CSD	Revenue Increase		-	10,000	(10,000)	-0.01%					118,569,600	5.75%
D7-31	Facility rental	CSD	Revenue Increase		-	5,000	(5,000)	0.00%					118,564,600	5.74%
D7-32	Aquatics	CSD	Revenue Increase		-	12,000	(12,000)	-0.01%					118,552,600	5.73%
D7-33	Public Swimming	CSD	Revenue Increase		-	8,000	(8,000)	-0.01%					118,544,600	5.73%
D7-34	Aquatics - Facility Rental	CSD	Revenue Increase		-	4,000	(4,000)	0.00%					118,540,600	5.72%
D7-35	Youth Programs	CSD	Revenue Increase		-	5,000	(5,000)	0.00%					118,535,600	5.72%
D7-36	Senior Active Living Centre	CSD	Revenue Increase		-	6,000	(6,000)	-0.01%					118,529,600	5.71%
D7-37	Utilization of Tax Rate Stabilization Reserve Fund				-	650,000	(650,000)	-0.58%					117,879,600	5.13%
D7-38	Removal of Tax Reductions policy - Commercial/Industrial - Excess, Vacant subclasses													
	Removal of Tax Reductions on Commercial/Industrial excess and vacant													
	NET BUDGET CHANGE						\$ 2,256,700	2.01%	\$ 1,783,600	1.59%	\$ 1,716,000	1.53%	\$ 5,756,300	
							3.31%		7.33%		8.71%		5.13%	
	PROPOSED 2023 TAX SUPPORTED BUDGET						\$ 70,337,400		\$ 26,124,000		\$ 21,418,200		\$ 117,879,600	5.13%
							59.67%		22.16%		18.17%			

2023 OPERATING BUDGET ISSUES

#	DEPT	DESCRIPTION OF ISSUE	EXPENDITURE	NON TAX REVENUE	NET FISCAL	ANNUAL	FTE
CATEGORY 1- CITY BOARDS							
D1-1	CITY BOARD	Belleville Library Total Library Requisition was approved at \$2,555,400 and represents a 4.24% increase for 2023.	\$ 103,900		\$ 103,900	\$ 103,900	
D1-2	CITY BOARD	Police Service Board Total Police Budget was approved at \$23,568,600 and represents a 7.67% increase for 2023.	\$ 1,539,500	\$ (140,200)	\$ 1,679,700	\$ 1,679,700	
		TOTAL CATEGORY 1- CITY BOARDS	\$ 1,643,400	\$ (140,200)	\$ 1,783,600	\$ 1,783,600	-
CATEGORY 2 - SPECIAL PURPOSES BODIES							
D2-1	EXTERNAL	Quinte Economic Development Commission Budget increase of \$29,100, representing a 13.47% increase for 2023.	\$ 29,100	\$ -	\$ 29,100	\$ 29,100	
D2-2	EXTERNAL	Bay of Quinte Regional Marketing Board The Bay of Quinte Regional Marketing Board has two separate mandates – Tourism and Resident Attraction/Living. These mandates are now fulfilled through contractual agreement. The Tourism mandate is funded through the utilization of 50% of the collected Municipal Accommodation Tax. Total estimated contribution for 2023 is \$500,000, an increase of \$50,000 from 2022. This adjustment has been reflected in the base budget adjustments section of the budget. The Resident Attraction/Living mandate has been funded through a per capita levy of \$1.55/capita. That was suspended in 2022 and has been added back for 2023, resulting in an \$86,900 increase from 2022 to support labour force attraction.	\$ 86,900	\$ 86,900	\$ -	\$ -	
D2-3	EXTERNAL	Quinte Waste Solutions City of Belleville Share is \$1,517,300. Total budget increase of 30.04% for 2023.	\$ 350,500	\$ 350,500	\$ -	\$ 350,000	
D2-4	EXTERNAL	Quinte Conservation City of Belleville Share totals \$1,052,900 and is broken down as follows; Operating Requisition \$789,300; Reserve Build \$9,700; (NEW for 2023) Watershed Management Capital Levy \$38,900; Conservation Area Upgrades Capital Levy \$38,900; Special Levy (50% Dam Maintenance) \$71,400; Capital Reserve for Water & Erosion Control Projects \$104,700. Overall budget increase of 10.75% for 2023.	\$ 102,200	\$ -	\$ 102,200	\$ 102,200	
D2-5	EXTERNAL	Stirling Arena City of Belleville Share is \$72,000. Total budget increase of 39.81% for 2023.	\$ 20,500		\$ 20,500	\$ 20,500	
D2-6	EXTERNAL	911 Program City of Belleville Share is \$79,700. Total budget increase of 1.79% for 2023.	\$ 1,400	\$ -	\$ 1,400	\$ 1,400	
D2-7	EXTERNAL	Quinte Arts Council City of Belleville currently provides \$37,500 annually to the Quinte Arts Council. For 2023 a request for an additional \$5,000 has been requested to bring the total request to \$42,500. Total budget increase of 13.33% for 2023. (Quinte Arts Council correspondence attached)	\$ -	\$ -	\$ -	\$ -	

#	DEPT	DESCRIPTION OF ISSUE	EXPENDITURE	NON TAX REVENUE	NET FISCAL	ANNUAL	FTE
D2-8	EXTERNAL	Volunteer Information Quinte City of Belleville currently provides \$10,000 annually to Volunteer Information Quinte.	\$ -	\$ -	\$ -	\$ -	
		TOTAL CATEGORY 2 - SPECIAL PURPOSES BODIES	\$ 590,600	\$ 437,400	\$ 153,200	\$ 503,200	-
CATEGORY 3 - PROVINCIALY MANDATED SERVICES							
D3-1	EXTERNAL	Provincial Offences City of Belleville share of revenue is \$94,000. Total budget decrease of <u>-15.39%</u> for 2023 Revenue for POA included in Belleville Police Services budget	\$ -		\$ -	\$ -	
D3-2	EXTERNAL	Emergency Medical Services City of Belleville share is \$4,519,000. Total Budget increase of <u>9.22%</u> for 2023.	\$ 381,400		\$ 381,400	\$ 381,400	
D3-3	EXTERNAL	Social Services General Assistance City of Belleville share is \$2,118,700. Total Budget decrease of <u>-8.03%</u> for 2023.	\$ (184,900)		\$ (184,900)	\$ (184,900)	
D3-4	EXTERNAL	Social Housing City of Belleville share is \$6,263,300. Total Budget increase of <u>9.65%</u> for 2023.	\$ 551,300		\$ 551,300	\$ 551,300	
D3-5	EXTERNAL	Hastings Manor City of Belleville share is \$3,026,500. Total Budget increase of <u>9.23%</u> for 2023.	\$ 255,800		\$ 255,800	\$ 255,800	
D3-6	EXTERNAL	Centennial Manor City of Belleville share is \$565,700. Total Budget increase of <u>13.57%</u> for 2023.	\$ 67,600		\$ 67,600	\$ 67,600	
D3-7	EXTERNAL	MPAC Fees City of Belleville share is \$640,100. Total Budget increase of <u>0.11%</u> for 2023.	\$ 700	\$ -	\$ 700	\$ 700	
D3-8	EXTERNAL	Health Unit City of Belleville share is \$1,183,500. Total Budget increase of <u>6.04%</u> for 2023.	\$ 67,400	\$ -	\$ 67,400	\$ 67,400	
		TOTAL CATEGORY 3 - PROVINCIALY MANDATED SERVICES	\$ 1,139,300	\$ -	\$ 1,139,300	\$ 1,139,300	-
CATEGORY 4 - LEGISLATIVE / HEALTH & SAFETY							
D4-1	GG - Finance	Asset Management Planning - Asset Management Plan Update - See Report AC-2023-02 The Corporate Asset Management Plan is in need of an update to meet the next Ontario Regulation 588/17 requirements by the July 1, 2024 deadline. The plan will be updated to include current levels of service for all city assets.	\$ 550,000	\$ 550,000	\$ -	\$ -	
D4-2	GG - Finance	Asset Management Contribution - See Report AC-2023-03 Additional contributions to the asset management reserve fund are required to support current and future capital needs. Currently the Asset Management Plan is being updated to meet legislated requirements under O. Reg 588/17. Future increases and adjustments will be completed as updates are made to the City's Asset Management Plan.	\$ 470,000	\$ -	\$ 470,000	\$ 470,000	

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D4-3	CSD - Facility Management	<p>Building Condition Assessment and Associated Software</p> <p>As required by provincial regulation, the City must have an approved asset management plan for all of its assets, including buildings, that identifies current levels of service and the cost of maintaining those levels of service by July 1, 2024. By July 1, 2025, the City must be able to identify the activities required to meet the proposed levels of service and a strategy to fund those activities. This is intended to ensure municipalities carry out effectively their responsibilities and obligations of life cycle management and risk mitigation.</p> <p>In order to accomplish this, condition assessments must be completed on all facilities by qualified engineers to determine their current status within their life cycles as well as the actions, timelines and estimated costs of addressing maintenance, compliance and health and safety deficiencies.</p> <p>The acquisition of appropriate software is also essential which allows for robust data management, including inputting, tracking and reporting in real-time on the City's entire inventory of city owned facilities. It is important to be able to flow the condition assessment data directly in the software database as it is acquired to avoid future data migration costs.</p> <p>With approximately 1.2 million square feet of city-owned facilities, the estimated costs include:</p> <ul style="list-style-type: none"> - \$250,000 condition assessments (every 5 years) - \$15,000 training (one-time) - \$30,000 subscription and client support (annual) 	\$ 295,000	\$ 295,000	\$ -	\$ 30,000	-
D4-4	CSD - Summer Camps	<p>Summer Camp - Inclusion Leaders</p> <p>It has become increasing evident that our Camps require extra resources to assist with higher needs children. More and more campers require accommodations to fully participate in the summer camp experience. In order for everyone to be better educated and prepared for the unique needs of many campers, the City will benefit from hiring staff who have an educational background in working with the special needs of the participants in our camps. By having these extra Camp Leaders to assist when and where needed within the camp programs it reduces the risk to everyone within the camps and helps to offer a better service to all of the families involved. The City is offering seven in-house camp groupings this year that will see up to 144 children each week participating in camps.</p> <p>Paying these leaders \$17.93 per hour for 35 hours per week for 10 weeks, will cost the city \$6,275.50 per leader for the summer plus pensions & benefits. It is proposed that we start by hiring three inclusion camp leaders this summer.</p>	\$ 21,700	\$ -	\$ 21,700	\$ 21,700	0.6
D4-5	CSD - Quinte Sports & Wellness Center	<p>Refrigeration Operators (QSWC)</p> <p>The Technical Standards and Safety Authority (TSSA) regulates the refrigeration plants at the QSWC and requires the facility to have a Refrigeration Operator with a 4th Class Engineer/B Class License to be on-site eight hours each day, seven days a week dedicated to inspecting, repairing and operating the refrigeration plants. Based on the current staffing compliment and operational responsibilities, the City is not in compliance with its regulatory requirements. In addition, the City has an obligation to the AHL to provide an on-site Refrigeration Operator during each game.</p> <p>The addition of two new Refrigeration Operators will allow the City to meets its regulatory on-site Operator requirements, provide back-up during vacation and sick days and reduce overtime costs by approximately \$30,000/year. These positions would be hired for September 2023 to allow for adequate recruitment, which would also reduce the financial impact on the 2023 Budget.</p>	\$ 53,400	\$ -	\$ 53,400	\$ 176,800	2.0
D4-6	CSD - Quinte Sports & Wellness Center	<p>QSWC Security Contract</p> <p>Safety and Security at the QSWC was identified by staff through internal Departmental meetings, engagement with Belleville Police and a cross-Department meeting in late 2022 to discuss similar city-wide issues. Through incident tracking, staff have identified increases in thefts, site breaches, alarms and aggressive behaviours and confrontations.</p> <p>This health and safety risk to staff, clients, vulnerable persons and assets, led to a pilot program late in 2022 involving the use of on-site private security officers during peak periods each day. Staff believe this security presence has reduced the number of incidents and overall threat levels.</p> <p>The Community Services Department would like to maintain a security presence at the QSWC in 2023 (12 hours per day, 7 days a week) to protect staff, clients and the facility. The Department will continue to evaluate this program on an ongoing basis.</p>	\$ 110,000	\$ -	\$ 110,000	\$ 110,000	-

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		TOTAL CATEGORY 4 - LEGISLATIVE / HEALTH & SAFETY	\$ 1,500,100	\$ 845,000	\$ 655,100	\$ 808,500	2.6															
CATEGORY 5 - MAINTAIN SERVICE LEVELS																						
D5-1	CS - Information Systems	100 additional users for Office 365 and Exchange e-mail Microsoft changed the licensing model for their "office" software several years ago. No longer can you purchase their software and use it without paying a monthly fee. All City staff or elected officials must have a monthly license if they wish to use Word, Excel, PowerPoint, Outlook, Teams, One Drive etc. The previous Office 2010 was successful for 12 years but support for that system is being discontinued. In order to remain secure and meet the requirements of our cyber insurance provider the City must use supported versions of software. In 2024 another 100 licenses will be required to complete the transition for all full time staff bringing our total to 300 licenses. Any additional licensing after that will require EMT to authorize as casual or temporary staff do not usually require a full license. This is a corporation wide expense that will continue annually thus eliminating the capital expense of office productivity software in the years to come.	\$ 60,000	\$ -	\$ 60,000	\$ 60,000	-															
D5-2	CS - Information Systems	Adobe PDF Software - Corporate Wide Adobe also changed the licensing model for their "Adobe Acrobat" software several years ago. No longer can you purchase their software and use it without paying a monthly fee. All City staff or elected officials must have a monthly license if they wish to use Adobe Acrobat to modify PDF files. Some of our previous Adobe licenses were 10 years old but support for that system is discontinued. In order to remain secure and meet the requirements of our cyber insurance provider the City must use supported versions of software. This is also a corporation wide expense that will continue annually eliminating the capital expense of software in the years to come.	\$ 35,000	\$ -	\$ 35,000	\$ 35,000	-															
D5-3	CS - Information Systems	Backup Solution for Office 365 and Exchange e-mail Microsoft changed the licensing model for their "office" software several years ago. No longer can you purchase their software and use it without paying a monthly fee. City staff had used Office 2010 successfully for 12 years but support for that system is being discontinued. In order to remain secure and meet the requirements of our cyber insurance provider the City must use supported versions of software. This transition also includes a move to Microsoft on-line hosting of these services which ensures business continuity in the event of a disaster. The data hosted in the cloud must also be backed up and stored off line for security and due diligence reasons. Therefore a backup solution is required on an ongoing basis	\$ -	\$ -	\$ -	\$ 50,000	-															
		TOTAL CATEGORY 5 - MAINTAIN SERVICE LEVELS	\$ 95,000	\$ -	\$ 95,000	\$ 145,000	-															
CATEGORY 6 - ENHANCE SERVICE LEVELS																						
D6-1	GG - Taxation	Seniors & Low Income Rebates ODSP and Low Income Seniors Property Tax program enhancement. As requested on the February 13, 2023 meeting the following issue for consideration is to increase the ODSP and Low Income Seniors Property Tax credit as follows: <table border="1"> <thead> <tr> <th>Year</th> <th>\$ Increase</th> <th>Maximum Rebate</th> </tr> </thead> <tbody> <tr> <td>2023</td> <td>\$ 100.00</td> <td>\$ 900.00</td> </tr> <tr> <td>2024</td> <td>\$ 100.00</td> <td>\$ 1,000.00</td> </tr> <tr> <td>2025</td> <td>\$ 100.00</td> <td>\$ 1,100.00</td> </tr> <tr> <td>2026</td> <td>\$ 100.00</td> <td>\$ 1,200.00</td> </tr> </tbody> </table>	Year	\$ Increase	Maximum Rebate	2023	\$ 100.00	\$ 900.00	2024	\$ 100.00	\$ 1,000.00	2025	\$ 100.00	\$ 1,100.00	2026	\$ 100.00	\$ 1,200.00		\$ (25,000)	\$ 25,000	\$ -	-
Year	\$ Increase	Maximum Rebate																				
2023	\$ 100.00	\$ 900.00																				
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2025	\$ 100.00	\$ 1,100.00																				
2026	\$ 100.00	\$ 1,200.00																				
D6-2	ESI - Economic Development	Discover Belleville Discover Belleville is a brand that has evolved, particularly through COVID when Belleville's tourism tool was used to engage local residents with local businesses. We require fresh photography, videography and social media reels for web, print and social media campaigns. Approximately \$20,000 of this cost is expected to be one-time in nature with \$10,000 required annually to maintain the program/ One-time funding provided from the Economic Development Casino Reserve Fund (\$20,000)	\$ 30,000	\$ 20,000	\$ 10,000	\$ 10,000	-															

#	DEPT	DESCRIPTION OF ISSUE	EXPENDITURE	NON TAX REVENUE	NET FISCAL	ANNUAL	FTE																					
D6-3	ESI - Economic Development	<p>Quintelicious This regional event was born out of COVID to drive business back to restaurants and promote our local food offerings. Partners (Chamber, BIA and Bay of Quinte Regional Marketing Board) are all committed to offer this program again in 2023. Restaurants offer fixed price menu items that features local. Funds are used to develop marketing content and market this month long event.</p> <p>One-time funding provided from the Municipal Accommodation Tax Reserve Fund (\$15,000), and a contribution from the BQRMB (\$10,000)</p>	\$ 25,000	\$ 25,000	\$ -	\$ -	-																					
D6-4	ESI - Economic Development	<p>Strategic Planning Data Analysis The Economic Development Division is undertaking an Economic Development Strategic Plan to develop a plan for growth and development in a post-COVID environment where no industrial land base will be available for at least 3 years. The study will be conducted in-house by the Director, but support is needed for data analysis to support the plan and an evidence-based approach to strategic planning.</p> <p>One-time funding provided from the Economic Development Casino Reserve Fund (\$10,000)</p>	\$ 10,000	\$ 10,000	\$ -	\$ -	-																					
D6-5	ESI - Economic Development	<p>Work in Quinte Work in Quinte is a joint project with Quinte West that evolved out of the Work in Belleville initiative and has grown to a website that houses resumes of Quinte Workers and job postings for Quinte businesses. Funds are allocated for print, radio and other media to attract job seekers to the website, promote employees to post resumes, and funds are used to maintain and host the website.</p> <p>One-time funding provided through contributions from Quinte West (\$10,000) and the Quinte Economic Development Commission (\$50,000). Annual funding commitment for the City totals \$10,000 to be funded through taxation.</p>	\$ 60,000	\$ 60,000	\$ -	\$ -	-																					
D6-6	ESI - Economic Development	<p>Small Business Centre As outlined in the correspondence from Trenal they are requesting an additional increase to the City funded portion of the Small business Centre.</p>	\$ 4,500	\$ -	\$ 4,500	\$ 4,500	-																					
D6-7	ESI - Economic Development	<p>Belleville Downtown District BIIA - Special Events - 2023 Each year the BDIA is granted \$75,000 for special events by the City of Belleville. Event requests are required to be reviewed and approved by the City's Grant committee at the start of each year. In 2023 the following requests have been made by the BDIA;</p> <table border="0"> <tr> <td>Welcoming Streets funding</td> <td>\$140,000</td> <td>(pre-approval provided)</td> </tr> <tr> <td colspan="3"><u>2023 Special Events</u></td> </tr> <tr> <td>Municipal Grant funding</td> <td>183,100</td> <td>(March 6th grant submission)</td> </tr> <tr> <td>3 Months Complimentary parking</td> <td>180,000</td> <td>(March 6th grant submission)</td> </tr> <tr> <td>Total Funding Requested</td> <td>503,100</td> <td></td> </tr> <tr> <td>Funding approved</td> <td>(215,000)</td> <td></td> </tr> <tr> <td>Additional request</td> <td>288,100</td> <td></td> </tr> </table>	Welcoming Streets funding	\$140,000	(pre-approval provided)	<u>2023 Special Events</u>			Municipal Grant funding	183,100	(March 6th grant submission)	3 Months Complimentary parking	180,000	(March 6th grant submission)	Total Funding Requested	503,100		Funding approved	(215,000)		Additional request	288,100		\$ -	\$ -	\$ -	\$ -	-
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D6-8	EDS - Approvals	<p>Blasting Policy Proposed by the development industry, this applies exclusively to new development. It will be included in the update to the DC Study as a development cost through Development Charges and won't be supported through the general tax rate. A Blasting Policy is desired and endorsed by Council in order to support options for reduced costs to service new development. Creation and implementation of a Blasting Policy is to be overseen by the proposed second Development Engineer position, with support from the proposed Subdivision Inspector, as current staffing resources do not exist to take on this project. Policy development will require related legal, technical and insurance input from various sources, and coordination with other Departments as necessary.</p>	\$ -		\$ -	\$ -	-																					

#	DEPT	DESCRIPTION OF ISSUE	EXPENDITURE	NON TAX REVENUE	NET FISCAL	ANNUAL	FTE
D6-9	EDS - Policy Planning	<p>Two (2) Principal Planners - (1) Planner, (1) Senior Planner</p> <p>This position will undertake the processing and report preparation associated with the planning components of zoning by-law, subdivision and site plan applications in the context of the City's proposed urban design guidelines and development manual. Implementation of these proposed documents will provide for better development within the City, but also greatly increase the complexity of planning reviews. The City's Approval Manager currently processes and prepares reports for plan of subdivision applications, conducts site plan reviews, and responds to public comments and inquiries on these, and this limits their ability to undertake core business activities: development plan reviews and execution of development agreements, delaying approvals of new applications and collection of development fees and reassessment of property to a higher tax rate.</p> <p>Due to the increasing volume of new subdivision developments and an increase in engagement from the public, dedicated resources are required to ensure subdivisions are planned and approved to City standards, and to ensure complete and timely responses to the public associated with new developments. This would be a full time position in the Approvals section dedicated to development planning and approvals.</p> <p><i>June start date.</i></p>	\$ 106,800	\$ 106,800	\$ -	\$ 217,200	2.0
D6-10	ES - Waste Management	<p>Waste Audit - Additional Funding</p> <p>An audit and assessment to benchmark parameters of the City's waste collection streams to set targets and inform policies that align with the requirements of the Resource Recovery and Circular Economy Act, Waste Free Ontario Act, the Blue Box Program and the objectives of the City's strategic plan including effective solid waste management practices and enhanced waste diversion initiatives.</p> <p>In 2019 Operating issue D5-11 was approved for the Consolidated Waste Study in the amount of \$50,000. An additional \$25,000 was added in 2022 and further funding of \$75,000 is required in 2023 to complete the consolidated study, for total funding of \$150,000. One-time funding is provided from the Environmental Reserve Fund.</p>	\$ 75,000	\$ 75,000	\$ -	\$ -	-
D6-11	ES - Storm water / Wastewater	<p>Implementation of Linear ECA</p> <p>Engage a consultant to help with the implementation of linear ECA's for sanitary and storm. There are many tasks (most with specified deadlines) included in the linear ECAs that must be completed over the next 3-4 years, including: documentation of rated capacities of all pipes, pump stations, ponds, etc.; development of standard specifications to guide designers in applications for approval; development of detailed operations and maintenance manuals; development of detailed Standard Operating Procedures; development of Threat Assessment Report; preparation of Pollution Prevention and Control Plan; creation of a sewer model; development of subwatershed and watershed plans; development of a sampling and monitoring plan; etc. There is too much work to complete in too short of a time period to complete with own resources, with much of it requiring specialized expertise. Annual \$270,000/year for 3 years split between storm and sanitary.</p> <p>Funding of \$90,000 is being provided from the Stormwater reserve fund and \$180,000 issue is included in the Wastewater budget for the portion of costs relating to Wastewater.</p>	\$ 90,000	\$ 90,000	\$ -	\$ 90,000	-
D6-12	ES - Environmental Management	<p>Greenhouse Gas Inventory - Additional Funding</p> <p>Creation of a greenhouse gas inventory, target setting, and creation of an action plan that aligns with the Climate Emergency declaration approved by Council as it is a part of the next steps in the planning of initiatives to reduce carbon footprints in the community. To be completed in cooperation with the Building Services group.</p> <p>In 2022 Operating issue D6-3 was approved for the Greenhouse Gas (GHG) Inventory project in the amount of \$40,000. Further funding of \$110,000 is required in 2023 to complete this project for total funding of \$150,000. One-time funding is provided from the Environmental Reserve Fund.</p>	\$ 110,000	\$ 110,000	\$ -	\$ -	-
D6-13	TOS - Operations	<p>Inventory Control Clerk (CUPE)</p> <p>Past Annual Audits have highlighted the need for increased scrutiny on inventory control. Currently we have one Inventory Control Clerk for Transportation and Operational Services. With a 24 hr. per day business during the winter, we are recommending hiring a second to help cover the night shift during the winter.</p> <p><i>September Start Date.</i></p>	\$ -	\$ -	\$ -	\$ 80,300	1.0

#	DEPT	DESCRIPTION OF ISSUE	EXPENDITURE	NON TAX REVENUE	NET FISCAL	ANNUAL	FTE
D6-14	TOS - Transit	Free Transit Passes for High school Students This initiative will help us grow our ridership for years to come. A small investment now with reduced fare revenue, will help us grow our ridership which will help our Gas Tax allocations in the future and help create generations that use Public Transit. Fare reduction is based on the year 2019, when we sold a total of 200 student passes at \$60 per pass.	\$ -	\$ (9,000)	\$ 9,000	\$ 9,000	-
D6-15	TOS - Transit	Core Mobility Bus Service - See Report GMTOS-2023-06 At the Council meeting of February 13, 2023 council provided direction to prepare an option for the extension of the mobility service to Ward 2 for consideration during the 2023 Operating Budget Deliberations. Transition to a core rated service will add additional staffing and fleet costs of \$61,600 for 2023, as well as shift the cost of Mobility Transit services from the Belleville Urban taxpayers (Tax Table 1), to all of the City's taxpayers (Tax Table 1-4).	\$ 61,700	\$ 61,700	\$ -	\$ 81,900	1.0
D6-16	ESI - Community Events	Belleville Chamber of Commerce Contract Funding to run the Diwali and Caribbean Festivals is proposed to be included in the budget and contracted to the Belleville Chamber of commerce. Annual funding is provided from the Municipal Accommodation Tax Reserve Fund	\$ 40,000	\$ 40,000	\$ -	\$ -	-
D6-17	RCCS - Museum Services	Feasibility Study for Addressing Museum Needs This item has been deferred since 2020 due to the pandemic. Extensive internal and external community engagement informed Glanmore's Strategic Plan 2019-2023, which is nearing the end of its lifecycle before implementation has begun. The plan identified the following challenges: <ul style="list-style-type: none"> - Severe space limitations for storage and service delivery - Ability to accommodate travelling exhibits - Meeting public demand for increased and varied heritage based programming - Meeting accessibility standards Consultations dating back to 2017 documented strong support for future expansion of services and facilities to showcase Belleville's impressive history and to exhibit and interpret the City's large collection of historic artefacts. Glanmore's storage to expand its collection is at capacity and has even overflowed into the Archives, which is only a temporary solution. Many donations are refused as a result. That is history lost. The need to fully restore Glanmore to its original appearance is also hindered by the site's current need for administrative space and storage. The evolution of Museum Services for the City of Belleville: a feasibility study to determine specific space needs, options and preferred path forward. The longer we defer, the greater the challenges become. The future Phase (2024) of this project will include; Assess existing City-owned heritage assets against the findings and recommendations of the study. This would determine the suitability of any of these buildings for potential retrofit and re-use as a new cultural hub for the City. Benefits include; Leverage existing municipally owned property, Preserve important heritage asset, Create immediate opportunities for fundraising, Create opportunities for partnerships with private and not-for-profit sectors, Heritage project would be eligible for provincial and federal grants, Catalyst for community revitalization Funding provided from; \$5,000 Bay of Quinte Regional Marketing Board, \$21,000 Museum Improvements Reserve Fund, \$ 39,000 Municipal Accommodation Tax Reserve Fund	\$ 65,000	\$ 65,000	\$ -	\$ -	
D6-18	various	In-Camera Positions	\$ 7,900	\$ -	\$ 7,900	\$ 377,200	4.0
D6-19	GG - Health Services	University Hospital Kingston Foundation As identified in the presentation to Council on January 9, 2023; total funding requested of \$1,000,000 over 5 years. A significant portion of Health related initiatives are funded from the City's Elexicon funding stream, however this has been committed in the near term, as such taxation funding of \$200,000 per year has been included.	\$ 50,000	\$ -	\$ 50,000	\$ -	
		TOTAL CATEGORY 6 - ENHANCE SERVICE LEVELS	\$ 735,900	\$ 629,500	\$ 106,400	\$ 870,100	8.0

#	DEPT	DESCRIPTION OF ISSUE	EXPENDITURE	NON TAX REVENUE	NET FISCAL	ANNUAL	FTE
TOTAL CATEGORY 7 - TAX RELIEF MEASURES							
D7-1	CSD	Increase in Solar Revenue		\$ 45,000	\$ (45,000)	\$ 60,000	-
D7-2	EDS	Community Improvement Program Reduction	\$ (300,000)		\$ (300,000)	\$ 35,000	-
D7-3	EDS	Façade Reduction	\$ (50,000)		\$ (50,000)	\$ 35,000	-
D7-4	EDS	Engineering - Allocation to Capital	\$ (100,000)		\$ (100,000)	\$ 35,000	-
D7-5	Other Taxation	Tax Adjustments		\$ 325,000	\$ (325,000)	\$ 50,000	-
		TOTAL CATEGORY 7 - TAX RELIEF MEASURES	\$ (450,000)	\$ 370,000	\$ (820,000)	\$ 215,000	-
DEPARTMENTAL REVIEW - <i>COUNCIL DIRECTED</i>							
D7-6	COUNCIL	Council - special projects ,PR	\$ (15,000)		\$ (15,000)		
D7-7	CAO	Admin - various	\$ (27,000)		\$ (27,000)		
D7-8	CAO	Doctor Recruitment - partial funding		\$ 53,300	\$ (53,300)		
D7-9	ESI	Publications	\$ (3,000)		\$ (3,000)		
D7-10	CS	CS - Office supplies	\$ (5,000)		\$ (5,000)		
D7-11	FINANCE	Finance - Legal, bank charges, Tax cert revenue	\$ (10,000)	\$ 2,000	\$ (12,000)		
D7-12	HR	Human resources - legal and management training	\$ (10,000)		\$ (10,000)		
D7-13	CSD	93 Dundas St	\$ (10,000)		\$ (10,000)		
D7-14	CSD	31 Wallbridge - reduction to reserve contribution	\$ (6,000)		\$ (6,000)		
D7-15	CSD	DL Storey Utilities	\$ (4,600)		\$ (4,600)		
D7-16	CSD	School Bus Trips	\$ (10,000)		\$ (10,000)		
D7-17	TOS	Parks - Facility Rental and Donations		\$ 45,000	\$ (45,000)		
D7-18	TOS	Reduction in Rental Fence	\$ (15,000)		\$ (15,000)		
D7-19	TOS	Reduction of EAB Treatment	\$ (35,000)		\$ (35,000)		
D7-20	TOS	Training and Travel	\$ (10,000)		\$ (10,000)		
D7-21	TOS	Transit Fuel - reduction	\$ (50,000)		\$ (50,000)		
D7-22	TOS	Reduction in Student - Operations	\$ (10,500)		\$ (10,500)		
D7-23	TOS	Road Patching			\$ -		

#	DEPT	DESCRIPTION OF ISSUE	EXPENDITURE	NON TAX REVENUE	NET FISCAL	ANNUAL	FTE
D7-24	FIRE	Fire - Travel and Training and Prevention	\$ (30,000)		\$ (30,000)		
D7-25	FIRE	Fire - rural - Travel and Training	\$ (10,000)		\$ (10,000)		
D7-26	EDS	Community Improvement Program Reduction to \$0	\$ (200,000)		\$ (200,000)		
D7-27	TOS	Stop Leaf and Yard - Saturday			\$ -		
D7-28	TOS	Transit Revenues		\$ 56,700	\$ (56,700)		
D7-29	ES	Waste Bag Tag Fee Increase - \$3.00 to \$3.50 May 1st			\$ -		
D7-30	CSD	Ice Rentals		\$ 10,000	\$ (10,000)		
D7-31	CSD	Facility rental		\$ 5,000	\$ (5,000)		
D7-32	CSD	Aquatics		\$ 12,000	\$ (12,000)		
D7-33	CSD	Public Swimming		\$ 8,000	\$ (8,000)		
D7-34	CSD	Aquatics - Facility Rental		\$ 4,000	\$ (4,000)		
D7-35	CSD	Youth Programs		\$ 5,000	\$ (5,000)		
D7-36	CSD	Senior Active Living Centre		\$ 6,000	\$ (6,000)		
D7-37		Utilization of Tax Rate Stabilization Reserve Fund		\$ 650,000	\$ (650,000)		
		TOTAL DEPARTMENTAL REVIEW	\$ (461,100)	\$ 857,000	\$ (1,318,100)	\$ -	-
		TOTAL ISSUES	\$ 4,793,200	\$ 2,998,700	\$ 1,794,500	\$ 5,464,700	10.6