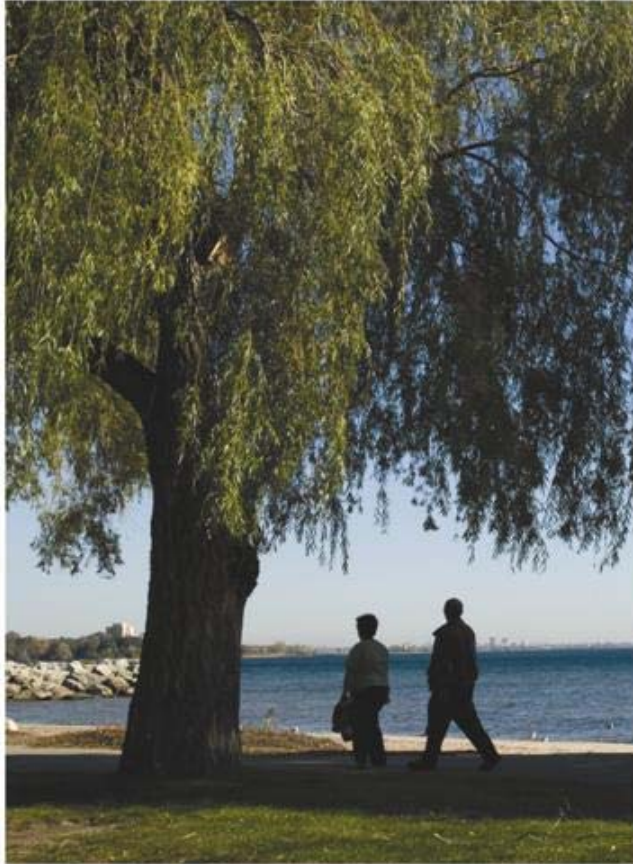


# Council

2009&2010businessplanandbudget



# Budget



# Council - Table of Contents

2009&2010businessplanandbudget

COUNCIL ..... SECTION S

Budget Forecast .....	S-3
Human Resources Requirement.....	S-4
Budget Overview .....	S-5
Budget Highlights	
Operating .....	S-7
Operating - Program Listing	
Mayor's Office.....	S-11
Councillors' Office .....	S-13



### 3 YEAR BUDGET AND FORECAST

	2008 Budget	2009 Budget	2010 Budget	2011 Forecast
Labour Costs	3,281,100	3,321,700	3,508,400	3,704,300
Other Operating Expenses	654,000	628,900	628,900	628,900
<b>TOTAL COSTS</b>	3,935,100	3,950,600	4,137,300	4,333,200
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET COSTS</b>	<b>3,935,100</b>	<b>3,950,600</b>	<b>4,137,300</b>	<b>4,333,200</b>
Allocations	0	0	0	0
<b>NET of ALLOCATIONS</b>	<b>3,935,100</b>	<b>3,950,600</b>	<b>4,137,300</b>	<b>4,333,200</b>

## Human Resources Requirement

	Total FTE
2008 Establishment	39.2
2009 Budget Recommendation	39.2
2010 Budget Recommendation	39.2

## Distribution

Program	2008	2009	2010
Mayor's Office	5	5	5
Councillors' Office	34.2	34.2	34.2
<b>Total Recommended</b>	<b>39.2</b>	<b>39.2</b>	<b>39.2</b>

## BUDGET OVERVIEW

COUNCIL

	2007 Actual	2008 Budget	2009 Base Budget	2009 Program Changes	2009 Request	2009 Change		2010 Base Budget	2010 Program Changes	2010 Request	2010 Change	
	\$	\$	\$	\$	\$	\$	%	\$	\$	\$	\$	%
<b>EXPENDITURES</b>												
<b>LABOUR COST</b>	3,025,540	3,281,100	3,321,700	0	3,321,700	40,600	1.2%	3,508,400	0	3,508,400	186,700	5.6%
Staff Development Costs	40,591	13,200	13,000	(3,300)	9,700	(3,500)	-26.5%	9,700	0	9,700	0	0.0%
Communications Costs	137,790	90,800	90,800	0	90,800	0	0.0%	90,800	0	90,800	0	0.0%
Transportation Costs	207,841	213,300	212,600	0	212,600	(700)	-0.3%	212,600	0	212,600	0	0.0%
Occupancy & City Costs	4,000	0	0	0	0	0	0.0%	0	0	0	0	0.0%
Equipment Costs & Maintenance Agreement	6,048	8,600	8,600	0	8,600	0	0.0%	8,600	0	8,600	0	0.0%
Contractor & Professional Services	2,066	2,400	2,400	0	2,400	0	0.0%	2,400	0	2,400	0	0.0%
Advertising & Promotions	30,132	3,900	2,000	0	2,000	(1,900)	-48.7%	2,000	0	2,000	0	0.0%
Materials, Supplies & Other Services	118,296	321,800	327,000	(24,200)	302,800	(19,000)	-5.9%	302,800	0	302,800	0	0.0%
Transfers	0	0	0	0	0	0	0.0%	0	0	0	0	0.0%
<b>OTHER OPERATING EXPENSES</b>	<b>546,765</b>	<b>654,000</b>	<b>656,400</b>	<b>(27,500)</b>	<b>628,900</b>	<b>(25,100)</b>	<b>-3.8%</b>	<b>628,900</b>	<b>0</b>	<b>628,900</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL EXPENDITURES</b>	<b>3,572,305</b>	<b>3,935,100</b>	<b>3,978,100</b>	<b>(27,500)</b>	<b>3,950,600</b>	<b>15,500</b>	<b>0.4%</b>	<b>4,137,300</b>	<b>0</b>	<b>4,137,300</b>	<b>186,700</b>	<b>4.7%</b>
<b>REVENUES</b>												
Grants	0	0	0	0	0	0	0.0%	0	0	0	0	0.0%
Fees & Service Charges	0	0	0	0	0	0	0.0%	0	0	0	0	0.0%
Other Revenue	0	0	0	0	0	0	0.0%	0	0	0	0	0.0%
Transfers	0	0	0	0	0	0	0.0%	0	0	0	0	0.0%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>NET SERVICE IMPACT</b>	<b>3,572,305</b>	<b>3,935,100</b>	<b>3,978,100</b>	<b>(27,500)</b>	<b>3,950,600</b>	<b>15,500</b>	<b>0.4%</b>	<b>4,137,300</b>	<b>0</b>	<b>4,137,300</b>	<b>186,700</b>	<b>4.7%</b>
Allocations	0	0	0	0	0	0	0.0%	0	0	0	0	0.0%
<b>NET of ALLOCATIONS</b>	<b>3,572,305</b>	<b>3,935,100</b>	<b>3,978,100</b>	<b>(27,500)</b>	<b>3,950,600</b>	<b>15,500</b>	<b>0.4%</b>	<b>4,137,300</b>	<b>0</b>	<b>4,137,300</b>	<b>186,700</b>	<b>4.7%</b>

## 2009 NET BUDGET BY PROGRAM

	2007 Actual	2008 Budget	2009 Base Budget	2009 Program Changes	2009 Request	2009 Change		2010 Base Budget	2010 Program Changes	2010 Request	2010 Change	
	\$	\$	\$	\$	\$	\$	%	\$	\$	\$	\$	%
<b>PROGRAM EXPENDITURES</b>												
Councillors' Office	3,108,633	3,380,400	3,461,800	(27,300)	3,434,500	54,100	1.6%	3,592,800	0	3,592,800	158,300	4.6%
Mayor's Office	463,672	554,700	516,300	(200)	516,100	(38,600)	-7.0%	544,500	0	544,500	28,400	5.5%
<b>NET PROGRAM IMPACT</b>	<b>3,572,305</b>	<b>3,935,100</b>	<b>3,978,100</b>	<b>(27,500)</b>	<b>3,950,600</b>	<b>15,500</b>	<b>0.4%</b>	<b>4,137,300</b>	<b>0</b>	<b>4,137,300</b>	<b>186,700</b>	<b>4.7%</b>

## Service Budget Highlights - Operating

The recommended 2009 Net Operating Plan of \$3.9 million represents an increase of \$0.02 million or 0.4% from the 2008 Operating Plan.

Major cost pressures for the department in 2009 include general labour cost increases.

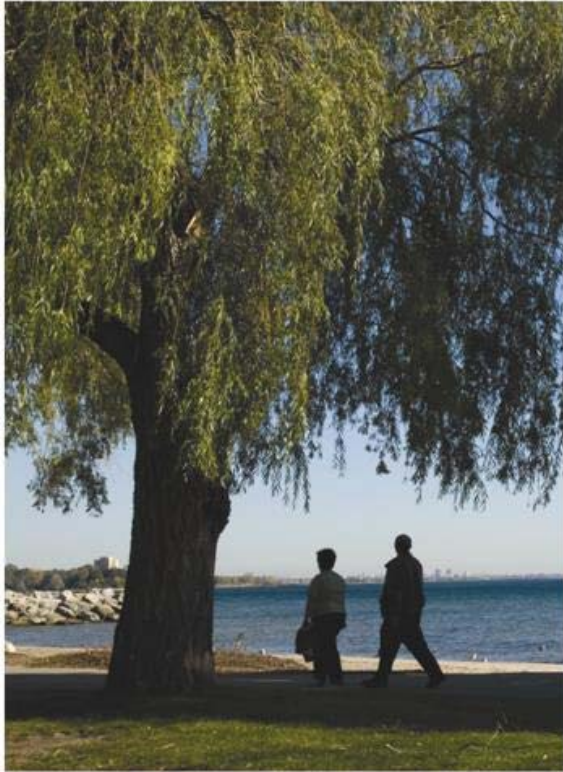
**2009 Highlights of the recommended budget include :**

- Decrease in courses and conferences;
- Decrease in Councilors' individual expenses.



# Council

2009&2010businessplanandbudget



# Operating



## 2009 Explanation of Budget Changes

### Program: Mayor's Office

#### Description of Program

The Mayor's salary, vehicle, office expenses and four support staff are included in this program.

	2008 Restated Budget	2009 Requested Budget	Change in 2009 Requested Budget To 2008 Restated Budget		Explanation
	\$	\$	\$	%	
<b>EXPENDITURES</b>					
<b>LABOUR COST</b>	<b>498,500</b>	<b>457,700</b>	<b>(40,800)</b>	<b>-8.2%</b>	This decrease reflects a change in allocation for a driver.
Staff Development Costs	1,200	800	(400)	-33.3%	
Communication Costs	5,200	5,200	0	0.0%	
Transportation Costs	20,700	20,000	(700)	-3.4%	
Occupancy & City Costs	0	0	0	0.0%	
Equipment Costs & Maintenance Agreements	3,600	3,600	0	0.0%	
Contractor & Professional Services	2,400	2,400	0	0.0%	
Advertising & Promotions	3,900	2,000	(1,900)	-48.7%	
Materials, Supplies & Other Services	19,200	24,400	5,200	27.1%	
Transfers	0	0	0	0.0%	
<b>OTHER OPERATING EXPENSES</b>	<b>56,200</b>	<b>58,400</b>	<b>2,200</b>	<b>3.9%</b>	
<b>TOTAL EXPENDITURES</b>	<b>554,700</b>	<b>516,100</b>	<b>(38,600)</b>	<b>-7.0%</b>	
Allocations	0	0	0	0.0%	
<b>NET PROGRAM IMPACT</b>	<b>554,700</b>	<b>516,100</b>	<b>(38,600)</b>	<b>-7.0%</b>	

**2010 EXPLANATION OF BUDGET CHANGES**  
PROGRAM: Mayor's Office

	2009 Budget	2010 Requested Budget	Change in 2010 Requested Budget To 2009 Budget		Explanation
	\$	\$	\$	%	
<b>EXPENDITURES</b>					
<b>LABOUR COST</b>	<b>457,700</b>	<b>486,100</b>	<b>28,400</b>	<b>6.2%</b>	The increase in permanent labour costs reflects performance pay and economic adjustment increases, labour adjustments, and other fringe benefit changes.
Staff Development Costs	800	800	0	0.0%	
Communication Costs	5,200	5,200	0	0.0%	
Transportation Costs	20,000	20,000	0	0.0%	
Occupancy & City Costs	0	0	0	0.0%	
Equipment Costs & Maintenance Agreements	3,600	3,600	0	0.0%	
Contractor & Professional Services	2,400	2,400	0	0.0%	
Advertising & Promotions	2,000	2,000	0	0.0%	
Materials, Supplies & Other Services	24,400	24,400	0	0.0%	
Transfers	0	0	0	0.0%	
<b>OTHER OPERATING EXPENSES</b>	<b>58,400</b>	<b>58,400</b>	<b>0</b>	<b>0.0%</b>	
<b>TOTAL EXPENDITURES</b>	<b>516,100</b>	<b>544,500</b>	<b>28,400</b>	<b>5.5%</b>	
Allocations	0	0	0	0.0%	
<b>NET PROGRAM IMPACT</b>	<b>516,100</b>	<b>544,500</b>	<b>28,400</b>	<b>5.5%</b>	

## 2009 Explanation of Budget Changes

### Program: Councillors' Office

#### Description of Program

The salaries, car allowances, other operating expenses for eleven members of Council and twenty-three support staff are included in this program.

	2008 Restated Budget	2009 Requested Budget	Change in 2009 Requested Budget To 2008 Restated Budget		Explanation
	\$	\$	\$	%	
<b>EXPENDITURES</b>					
<b>LABOUR COST</b>	<b>2,782,600</b>	<b>2,864,000</b>	<b>81,400</b>	<b>2.9%</b>	Reflects labour and fringe benefit increases
Staff Development Costs	12,000	8,900	(3,100)	-25.8%	Reduction in staff courses budget
Communication Costs	85,600	85,600	0	0.0%	
Transportation Costs	192,600	192,600	0	0.0%	
Equipment Costs & Maintenance Agreements	5,000	5,000	0	0.0%	
Materials, Supplies & Other Services	302,600	278,400	(24,200)	-8.0%	Reduction of incidental budget for Members of Council
<b>OTHER OPERATING EXPENSES</b>	<b>597,800</b>	<b>570,500</b>	<b>(27,300)</b>	<b>-4.6%</b>	
<b>TOTAL EXPENDITURES</b>	<b>3,380,400</b>	<b>3,434,500</b>	<b>54,100</b>	<b>1.6%</b>	
Allocations	0	0	0	0.0%	
<b>NET PROGRAM IMPACT</b>	<b>3,380,400</b>	<b>3,434,500</b>	<b>54,100</b>	<b>1.6%</b>	

**2010 EXPLANATION OF BUDGET CHANGES**  
**PROGRAM: COUNCILLORS' OFFICE**

	2009 Budget	2010 Requested Budget	Change in 2010 Requested Budget To 2009 Budget		Explanation
	\$	\$	\$	%	
<b>EXPENDITURES</b>					
<b>LABOUR COST</b>	<b>2,864,000</b>	<b>3,022,300</b>	<b>158,300</b>	<b>5.5%</b>	Reflects labour and fringe benefit increases
Staff Development Costs	8,900	8,900	0	0.0%	
Communication Costs	85,600	85,600	0	0.0%	
Transportation Costs	192,600	192,600	0	0.0%	
Equipment Costs & Maintenance Agreements	5,000	5,000	0	0.0%	
Materials, Supplies & Other Services	278,400	278,400	0	0.0%	
<b>OTHER OPERATING EXPENSES</b>	<b>570,500</b>	<b>570,500</b>	<b>0</b>	<b>0.0%</b>	
<b>TOTAL EXPENDITURES</b>	<b>3,434,500</b>	<b>3,592,800</b>	<b>158,300</b>	<b>4.6%</b>	
Allocations	0	0	0	0.0%	
<b>NET PROGRAM IMPACT</b>	<b>3,434,500</b>	<b>3,592,800</b>	<b>158,300</b>	<b>4.6%</b>	

## 2009 Summary of Program Directions Council

### Program Reductions (-)

Description	FTE	Expenditure	Revenue	Net	Start Date	Briefing Note or Budget Book Page Reference
Courses budget reduction for staff in Mayor's office		(200)		(200)	Jan-09	S-16
Courses budget reduction for staff in Councillors' office		(3,100)		(3,100)	Jan-09	S-17
Reduction of incidental budget for Members of Council		(24,200)		(24,200)	Jan-09	S-18
<b>Total Division/Service Base Budget Impacts</b>	<b>0</b>	<b>(27,500)</b>	<b>-</b>	<b>(27,500)</b>		





**2009 Service Change**

Reduction of incidental budget for Members of Council

**Service:** Council                      **Type of Change:** Program Reductions

**Strategic Pillar:**                      **Division:** Councillor's Office                      **Effective Date:** January 1, 2009

Financial Impact	2008	2009	2010	2011
Labour				
Operating Expenses	242,000	(24,200)		
Revenue				
Net Cost	\$242,000	(\$24,200)	\$0	\$0
FTE				

**FTE:**

Permanent

Temporary

<input type="checkbox"/>
<input type="checkbox"/>

**Details of Service Change**

To participate with finding reductions to operating costs, Members of Council proposed that the incidental budget for the Members of Council be reduced by 10%.

**Service Impact**