



2023-2024 BUDGET

Councillor John McAleer

Chair of Finance, Audit, Tendering and
Administration Committee




CHARLOTTETOWN

Your Worship Mayor Philip Brown and Members of City Council:

As a newly elected official, I was appointed Chair of the Finance, Audit, Tendering and Administration Committee by His Worship in December 2022 and accepted the challenge to lead on bringing this important document to you today. With the assistance of the Finance Committee, Members of Council and key city staff I am very pleased to stand before you and present the City of Charlottetown's 2023/2024 operating budget.

The City of Charlottetown is a complex organization providing services to residents, visitors, and businesses. I am confident that this balanced budget reflects Council's continued commitment to a high level of core service delivery to residents and visitors alike. This is accomplished by using a sustainable lens both today and into our collective future.

The past year for the City of Charlottetown has been an opportunity to evaluate our operations and deliver on best practices. In the summer of 2022, the former Council approved two significant internal reviews to assess current processes and structures. A Financial Services Review from BDO addressed internal controls and a Governance Review from KPMG addressed the organizational structure. The BDO report has provided us with a road map to ensure that we are conducting the City's business in a fair and transparent manner, and I look forward to the implementation of the associated workplan that the Finance, Audit, Tendering and Administration Committee will be reviewing the first week of April. The KPMG Report looks at how our organization is governed which will be reviewed by our new CAO, Eleanor Mohammed who will bring

recommendations to the Human Resources Committee in the upcoming months. With these two reports I believe that our City will be set for success moving forward.

Last year's budget provided the resources to prepare a Strategic Plan. In June of 2022, Charlottetown's City Council unanimously adopted our Strategic Plan (2022 to 2026). Input from residents, stakeholders, staff and Council served as the foundation for a multi-year plan. It is a road map for the City that outlines our shared vision and collective priorities. This plan will guide our decision making as we work towards building a sustainable community for everyone.

The City's new engagement platform Charlottetown Hall (charlottetownhall.ca) provides residents and stakeholders another way to submit feedback on our projects and initiatives. Launched last year (June 2022), the online platform strengthens our engagement efforts and gives the community an opportunity to have their say on issues that matter most to them.

Early in 2023, the City conducted a pre-budget consultation process and as we prepared both the capital and operating budgets, we reviewed and incorporated many of the themes and suggestions.

We heard how important transit is to our residents. That is why Council is planning to expand the transit system in the northern part of the city and add more weekday frequency on routes 1, 2 and 3. The expansion also means more service on Saturday and Sunday.

In our capital budget approved by Council earlier this month the funding for active transportation routes was increased by almost 500 thousand dollars for a total of 1.74 million dollars. New routes are proposed for Towers Road, Grafton Street, Cedar Avenue, Lilac Drive and on the East Royalty Road.

A major priority in the capital budget is continuing the electrification of our transit system. In the past year we obtained funding to purchase 7 new electric buses which we will not receive until 2024/25. In the interim our fleet requires updating and we have funding for 5 reconditioned buses in our capital budget to continue to serve our increasing ridership. We would like to recognize the Provincial and Federal Governments for their assistance with this significant project as well as our partners - T3 Transit, the Town of Stratford and the Town of Cornwall.

Our capital budget has also enabled the first phase of the University Avenue rehabilitation program. We hope to implement the plan from Belvedere Avenue to Nassau Street this year and continue down to Euston Street in the upcoming years. We are also working with the Province and the Water and Wastewater Utility on the commencement of the Eastern Gateway project. This project has been a goal of the City for many years and we are excited to get it started, as it will do so much to improve the entrance to our city from the east and will provide better usage of the land for our residents in and around Water Street.

Whether we were sitting in council or in our homes Hurricane Fiona had a significant impact on all of us. Some residents were without power for upwards of two weeks, trees were down, roads were blocked, and business and schools were closed. It is

important to remember though that the City continued to provide services; our Public Works, Parks and Recreation, and Environment and Sustainability staff were out in full force getting streets, roads and sidewalks cleared, our reception centres saw more than 15,000 visitors while our Utility Dept ensured safe drinking water services went uninterrupted throughout the City. Our emergency services - Police and Fire were on full alert and responded to many calls over the two-week period. On behalf of the Province, the City took on the residential tree program to remove uninsurable trees from residents' private property. I believe I speak for the Mayor and all members of Council when I say how very proud we are of our city staff and volunteers as they worked together to make sure that our services were still being delivered.

Just as important are the lessons we have learned from Fiona. His Worship has said on numerous occasions there will be future Fionas and it is incumbent upon us to make sure that our City is well prepared for future events of this magnitude. To that end, this budget reflects Council's commitment to make Charlottetown a more resilient and sustainable community.

Taking care of our natural environment and preparing for future events was top of mind as we prepared this budget. We will be funding a Climate Action Plan and a Transit Strategy which will become guiding documents as we plan for the future.

A new Tree Replanting Program will help begin to replace our tree canopy with more resilient species. We are also looking to hire two full time Arborists who will be committed to maintaining the canopy that is left in the city supported by the capital

budget, providing funding for the necessary equipment. The new Tree Reclamation Project will use the fallen trees and give them new life.

Last week you would have heard an announcement on our Flood Program that residents may take advantage of to ensure that their homes are ready for future weather events. The successful Switch Program which many residents have signed up for over the past two years is drawing to a close and we hope to re-develop this program with new partners and be in a position to reoffer again.

One of the issues identified by the KPMG Report was that the City of Charlottetown is lacking in the requisite staffing levels to ensure our core business is done in an efficient and timely manner. This year, we are looking at converting 13 existing positions to full time - these are presently either acting, seasonal or part time. We are also creating 9 new positions within the City Corporation. Assistant Managers will be hired for the Human Resources Department and Parks and Recreation Department. A new Bylaw Enforcement Officer will be hired in the Planning Department to assist with the implementation of the Short-term Rental Bylaw and other enforcement matters in Planning. With these new and converted positions we are hopeful that we will be able to serve our residents to a level they deserve.

With the restructuring of the economic development department, the City will be looking to complete an economic development strategy which will define the City's core role in this area. It will establish the City's mandate, vision and capacity and will provide measurable gains and a strategy to access partner funding.

The City has a Grants Bylaw which was passed in 2018 but given the number of new asks by many worthy organizations, it was decided to review the bylaw to make sure that it is compatible with the vision and goals of this Council. An announcement on grant funding for all new requests will be made in the next couple of months. In 2023/2024 we are committed to continue to fund those organizations that have traditionally received resources.

The Parks and Recreation Department had a very busy year with the completion of phase 1 of the Simmons Sports Centre Arena and Pool Replacement project. This is a three-year project with much of the work being completed in the upcoming year. It is hoped that we will see occupancy of the pool in late Summer 2024 and the arena in the Fall of 2024. The Parks and Recreation budget has been increased to recognize the massive restoration efforts that will be required over the years to bring our parks back to where they were pre-Fiona including funding for two Park Maintenance staff. The Bell Aliant Centre and the Eastlink Centre operating budgets continue to be funded by the city at 87% and 80% respectively.

Protective and Emergency Services remain integral to the overall well being of our City. During the 2021 Community Survey (which will be completed again this year), Police and Fire both received high praise from our residents. Last summer Council converted two part-time Police Officer positions to full time and the proposed budget will have two more Officers added. The Fire Department continues to operate in an efficient manner, and we all look forward to settling the contract for the permanent employees. Funded in this budget is an allocation to update the Fire Insurance Underwriter's Survey as well

as a new Firehouse Records Management System. The Capital budget has reflected the need to make sure that civic buildings have generators to serve our residents in future emergency events.

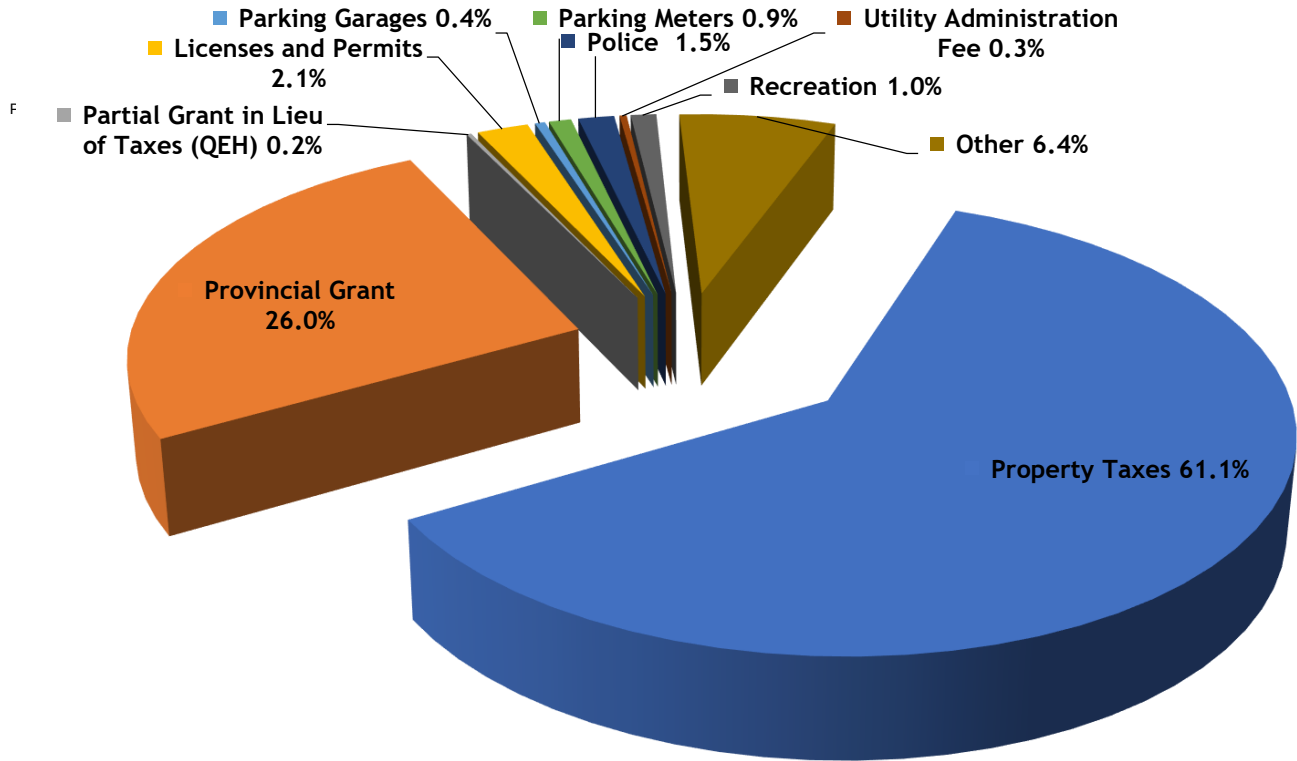
Your Worship, with both the capital and operating budgets we are investing in our future while ensuring we continue to be fiscally responsible. With the assistance of the Provincial and Federal Governments and other partners we passed a capital budget with projects totaling almost 110 million dollars with the City's share at 66 million dollars. I am pleased to announce in this budget that there will be no increase in the City's tax rate. The Utility rate was due to increase by 8.8 % but Council felt that given the increase in costs in all other areas, it would be best to hold it to 5%. For the average household this will mean an additional 35 dollars per year.

Your Worship, I would be remiss if I did not recognize the work completed to get this budget to the public today. My sincere thanks to the Finance Committee including His Worship Mayor Brown, to all the Department Heads and Administrative staff who provided such excellent input, thank you. To our Interim CAO, Donna Waddell, to the new Manager of Finance, Betty French and to Sue Fraser, our City Director many thanks.

By examining and investing in the delivery of core services I am confident that we have set the table for a sustainable future.

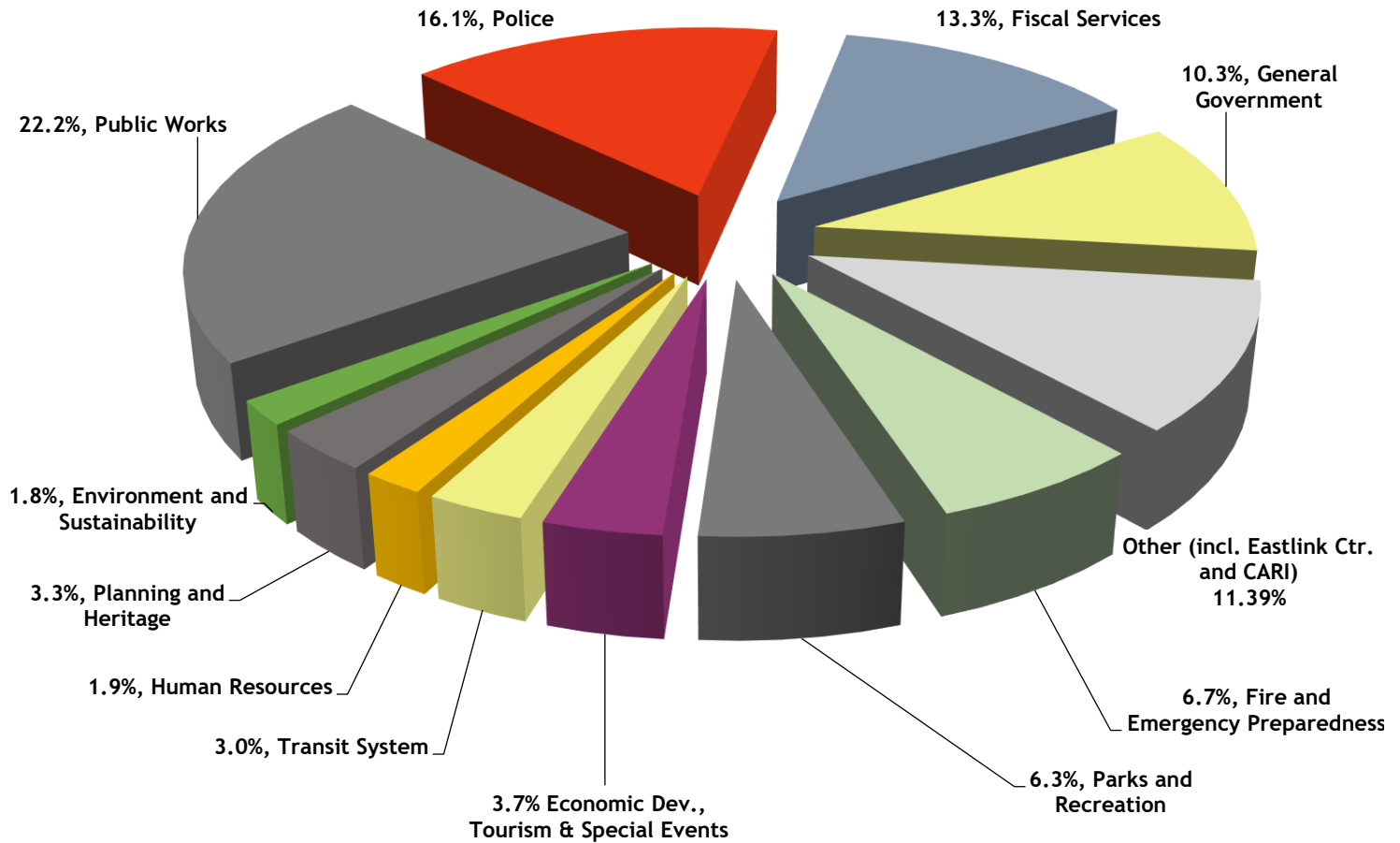
Your Worship it is with great pleasure that I move the 2023/2024 operational budget.

City of Charlottetown 2023/2024 Budget Revenue



Property Taxes	\$ 43,535,168	61.1%
Provincial Grant	18,538,000	26.0%
Partial Grant in Lieu of Taxes (QEH)	140,000	0.2%
Lenses and Permits	1,497,300	2.1%
Parking Garages	295,000	0.4%
Parking Meters	650,000	0.9%
Police	1,045,666	1.5%
Utility Administration Fee	205,000	0.3%
Recreation	742,425	1.0%
Other	4,552,100	6.4%
Total Revenue	\$ 71,200,659	100.0%

City of Charlottetown 2023/2024 Budget Expenditures



Public Works	\$ 17,203,399	22.2%
Police	12,452,466	16.1%
Fiscal Services	10,305,291	13.3%
General Government	7,989,470	10.3%
Other (incl. Eastlink Ctr. and CARI)	8,830,200	11.4%
Fire and Emergency Preparedness	5,182,162	6.7%
Parks and Recreation	4,874,726	6.3%
Economic Dev., Tourism & Special Events	2,858,867	3.7%
Transit System	2,351,847	3.0%
Human Resources	1,479,163	1.9%
Planning and Heritage	2,526,867	3.3%
Environment and Sustainability	1,476,238	1.8%
Total Expenditures	\$ 77,530,696	100.0%

2022-2026 MAYOR & COUNCIL



Philip Brown
Mayor



Alanna Jankov
Deputy Mayor - Ward 1



Justin Muttart
Ward 2



Norman Beck
Ward 3



Mitchell G. Tweel
Ward 4



Kevin Ramsay
Ward 5



Bob Doiron
Ward 6



John McAleer
Ward 7



Trevor MacKinnon
Ward 8



Julie McCabe
Ward 9



Terry Bernard
Ward 10



Donna Waddell
Chief Administrative Officer



**CITY OF CHARLOTTETOWN
STANDING COMMITTEES
EFFECTIVE DECEMBER 12, 2022**

ECONOMIC, TOURISM & CULTURAL DEVELOPMENT

CHAIR	Councillor Trevor MacKinnon
Member at Large	Councillor John McAleer
Member at Large	Councillor Mitchell Tweel
Member at Large	Mayor Philip Brown

ENVIRONMENT & SUSTAINABILITY

CHAIR	Councillor Terry Bernard
Member at Large	Councillor Bob Doiron
Member at Large	Councillor Trevor MacKinnon
Member at Large	Mayor Philip Brown

FINANCE, AUDIT, TENDERING & ADMINISTRATION

CHAIR	Councillor John McAleer
Member at Large	Councillor Bob Doiron
Member at Large	Councillor Julie McCabe
Member at Large	Mayor Philip Brown

HUMAN RESOURCES

CHAIR	Councillor Justin Muttart
Member at Large	Councillor Kevin Ramsay
Members at Large	Councillor Terry Bernard
Member at Large	Mayor Philip Brown

PARKS, RECREATION & LEISURE ACTIVITIES

CHAIR	Councillor Mitchell Tweel
Member at Large	Councillor Justin Muttart
Member at Large	Councillor Terry Bernard
Member at Large	Mayor Philip Brown

PLANNING & HERITAGE

CHAIR	Deputy Mayor Alanna Jankov
Member at Large	Councillor Julie McCabe
Member at Large	Councillor Norman Beck
Member at Large	Mayor Philip Brown

PROTECTIVE & EMERGENCY SERVICES

CHAIR	Councillor Kevin Ramsay
Member at Large	Deputy Mayor Alanna Jankov
Member at Large	Councillor Norman Beck
Member at Large	Mayor Philip Brown

PUBLIC WORKS

CHAIR	Councillor Julie McCabe
Member at Large	Councillor Mitchell Tweel
Member at Large	Councillor John McAleer
Member at Large	Mayor Philip Brown

STRATEGIC PRIORITIES, COMMUNICATIONS & INTERGOVERNMENTAL COOPERATION

CHAIR	Councillor Norman Beck
Member at Large	Deputy Mayor Alanna Jankov
Member at Large	Councillor Trevor MacKinnon
Member at Large	Mayor Philip Brown

WATER & SEWER UTILITY

CHAIR	Councillor Bob Doiron
Member at Large	Councillor Justin Muttart
Member at Large	Councillor Kevin Ramsay
Member at Large	Mayor Philip Brown

**December 12, 2022
Revised March 17, 2023**

City of Charlottetown

2023/24 Budget

March 31, 2023

2023/24 BUDGET - CITY OF CHARLOTTETOWN

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2023/24 BUDGET - CITY OF CHARLOTTETOWN

<u>City Revenues</u>	2022/23 Budget	2022/23 Forecast	2023/24 Budget
Property Taxes	\$ 40,144,645	\$ 44,750,308	\$ 43,535,168
Provincial Grant	16,035,677	16,120,697	18,538,000
Partial Grant In Lieu of Taxes (QEH)	140,000	140,000	140,000
Licenses and Permits	1,099,300	1,890,256	1,497,300
Parking Garages	375,000	225,079	295,000
Parking Meters	650,000	746,481	650,000
Police	1,243,737	1,136,685	1,045,666
Outside Fire Protection	30,000	30,000	30,000
Recreation	634,025	669,236	742,425
Other Revenue	656,070	2,298,210	697,100
Municipal Capital Expenditure Grant	2,000,000	2,000,000	2,000,000
Utility Administration Fee	205,000	205,000	205,000
Interest	70,000	31,423	25,000
Tourism Accommodation Levy	1,165,650	1,562,436	1,800,000
Total City Operating Revenue	64,449,104	71,805,811	71,200,659

2023/24 BUDGET - CITY OF CHARLOTTETOWN

City Operating Expenditures	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Section
General Government Services:				
City Government	3,357,060	3,007,876	2,786,938	1
Finance and Audit	971,000	876,087	895,345	2
Municipal Buildings	2,243,925	1,954,329	2,525,625	3
Insurance	752,000	732,224	814,716	4
Mayor and Council	875,000	764,410	966,846	5
Communications	0	0	50,000	6
	8,198,985	7,334,926	8,039,470	
Fire Department	4,490,752	5,218,774	5,182,162	7
Police Department	11,120,304	11,302,905	12,452,466	8
Public Works	15,553,198	15,092,372	17,203,399	9
Fiscal Services	9,175,000	8,451,955	10,235,291	10
Parks and Recreation	4,347,911	3,968,586	4,874,726	11
Community Sustainability	830,899	761,960	1,476,238	12
Switch	(73,000)	-	-	13
Planning	1,697,673	1,399,656	2,403,767	14
Heritage	135,500	73,051	123,100	15
Economic Development, Tourism and Culture	2,201,404	1,944,375	2,858,867	16
Human Resources	1,147,614	848,489	1,479,163	17
Strategic Priorities & Intergovernmental Cooperation	135,000	8,411	168,000	18
Transit System	1,659,500	1,940,003	2,351,847	19
Information Technology	1,059,100	786,733	1,136,500	20
Other Expenses	6,018,758	6,103,849	5,725,700	21
Tourism Accommodation Levy	1,165,650	1,330,984	1,800,000	22
Total City Operating Expenditures	68,864,248	66,567,028	77,510,696	
Subtotal	(4,415,144)	5,238,783	(6,310,037)	
Prior Year Operating Surplus	4,419,929	3,101,522	6,340,305	
Long Term Debt Reduction		(2,000,000)		
City Surplus	4,785	6,340,305	30,269	
Water and Sewer Annual Operations				
Water and Sewer Operating Revenue	15,179,198	14,479,460	15,154,949	23
Water and Sewer Operating Expenditures	15,248,218	14,239,953	15,643,552	23
Subtotal	(69,020)	239,507	(488,603)	
Prior Year Operating Surplus	74,897	544,373	783,880	
Water and Sewer Surplus	5,877	783,880	295,277	
Annual Consolidated Operating Surplus	10,662	7,124,185	325,546	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Revenue

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Property Taxes, Planning, Police				
Non-Commercial Property Taxes	21,235,211	24,172,067	23,678,856	A-1
Commercial Property Taxes	18,909,434	20,578,242	19,856,312	A-1
Provincial Grant	16,035,677	16,120,697	18,538,000	A-1
QEH Partial Grant In Lieu of Taxes	140,000	140,000	140,000	A-1
Building permits	900,000	1,733,151	1,300,000	A-2
Taxi Licenses	30,000	28,850	30,000	A-2
Rezoning/variances	24,000	51,425	24,000	A-2
Zoning Inquiry	30,000	24,800	23,000	A-2
Subdivisions/Agreements	40,000	28,720	30,000	A-2
Vending Licenses/By-laws/Maps	15,300	23,310	30,300	A-2
STR - Licenses & Registrations	60,000	-	60,000	A-2
Parking Garages	375,000	225,079	295,000	A-2
Parking Meters	650,000	746,481	650,000	A-2
Provincial/Municipal Court Fines	345,000	348,193	345,000	A-2
Parking/Meter Violations	350,000	383,780	350,000	A-2
Dog Tags	500	183	500	A-2
Ewatch/Operation Partner Funding	99,532	278,233	235,166	A-2
Contract Services (Fingerprinting/Security Checks)	448,705	126,296	115,000	A-2
Other Revenue	656,070	2,285,054	680,800	A-2
Municipal Capital Expenditure Grant	2,000,000	2,000,000	2,000,000	A-2
Outside Fire Protection	30,000	30,000	30,000	A-2
Utility Facility Rental Fee	205,000	205,000	205,000	A-2
Interest Income	70,000	31,423	25,000	A-2
EV Charging Station	-	13,156	16,300	A-2

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Revenue (continued)

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Recreation and Other				
<u>Simmons Arena:</u>				
Minor Hockey	105,000	88,310	109,500	A-4
Minor Figure Skating	35,000	40,335	41,500	A-4
Minor Ringette	6,000	4,937	6,750	A-4
Recreational/Schools	60,000	52,707	61,500	A-4
Adult and Public Skates	1,500	1,341	2,500	A-4
Preschool Skates	1,000	860	1,250	A-4
Private Ice Rentals	14,000	14,087	14,000	A-4
Other	3,000	18,927	18,500	A-4
Canteen Sales	(8,200)	7,660	10,000	A-4
<u>Cody Banks Arena:</u>				
Minor Hockey	105,000	102,716	111,600	A-4
Minor Figure Skating	72,000	56,536	69,300	A-4
Minor Ringette	11,500	11,725	11,000	A-4
Recreational/Schools	45,000	41,117	57,750	A-4
Adult and Public Skates	1,000	1,139	1,250	A-4
Private Ice Rentals	17,000	42,049	10,500	A-4
Off Season Rentals	5,000	10,727	5,750	A-4
Other	3,000	4,447	3,500	A-4
Canteen Sales	(8,200)	7,243	10,000	A-4
Maplewood Room	-	2,004	1,000	A-4
Registration Fees	95,025	92,044	99,775	A-5
Sport Field Rentals	28,000	4,097	29,400	A-5
Pool Revenue	-	-	-	A-5
Rooms/Halls/Events	42,400	64,228	66,100	A-5
<u>Tourism Accommodation Levy</u>	1,165,650	1,562,436	1,800,000	A-5
Budget Item Totals	64,449,104	71,805,811	71,200,659	

2023/24 BUDGET - CITY OF CHARLOTTETOWN PROPERTY TAX and UTILITY RATES

2023/24 Property Tax Rates per \$100 of Assessed Value

Non-Commercial (Mobile Home Parks)	\$0.42
Non-Commercial (Mobile Home Parks-Out of Province)	\$1.08
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)	\$0.18

2023/24 Single Family Dwelling

Unmetered Utility Rates

Effective April 1, 2023

Water	\$	242.72
Sewer	\$	490.60
Total	\$	<u>733.32</u>

2023/24 Single Family Dwelling

Metered Utility Rates

Water Base Rate	\$0.376/day
Water Consumption Rate	\$0.426/Metre ³
Sewer Base Rate	\$0.644/day
Sewer Consumption Rate	\$1.027/Metre ³

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Revenue

Account Name/Department: City Government

Detailed Breakdown of Budget Item			Notes/Comments
<u>Property Taxes</u>			
Non-Commercial Assessment:			
<u>PEI Residents</u>			
Residential	\$2,367,066,900 x \$.67 per \$100	\$ 15,859,348	
Apartments	\$467,853,100 x \$.91 per \$100	\$ 4,257,463	
Hotels	\$17,110,800 x \$.91 per \$100	\$ 155,708	
Mobile Home Parks	\$12,129,500 x \$.42 per \$100	\$ 50,944	
		\$ 20,323,463	
<u>Non-Residents</u>			
Residential	\$70,322,000 x \$1.33 per \$100	\$ 935,283	
Apartments	\$62,620,600 x \$1.57 per \$100	\$ 983,143	
Hotels	\$5,171,900 x \$1.57 per \$100	\$ 81,199	
Mobile Home Parks	\$140,700 x \$1.08 per \$100	\$ 1,520	
		\$ 2,001,145	
<u>Business Improvement Area - PEI Residents</u>			
Residential	\$104,602,200 x \$.67 per \$100	\$ 700,835	
Apartments	\$35,434,000 x \$.91 per \$100	\$ 322,449	
Hotels	\$10,515,500 x \$.91 per \$100	\$ 95,691	
		\$ 1,118,975	
<u>Business Improvement Area - Non-Residents</u>			
Residential	\$9,899,500 x \$1.33 per \$100	\$ 131,663	
Apartments	\$537,100 x \$1.57 per \$100	\$ 8,432	
Hotels	\$6,062,300 x \$1.57 per \$100	\$ 95,178	
		\$ 235,273	
Total Non-Commercial		\$ 23,678,856	
<u>Commercial Assessment - General</u>			
General	\$631,725,400 x \$2.36 per \$100	\$ 14,908,719	
Apartments	\$4,160,000 x \$2.36 per \$100	\$ 98,176	
Hotels	\$5,065,300 x \$2.36 per \$100	\$ 119,541	
Mobile Home Parks	\$30,400 x \$2.36 per \$100	\$ 717	
		\$ 15,127,153	
<u>Commercial Assessment - Business Improvement Area</u>			
General	\$172,086,600 x \$2.36 per \$100	\$ 4,061,244	
Apartments	\$3,737,200 x \$2.36 per \$100	\$ 88,198	
Hotels	\$9,773,000 x \$2.36 per \$100	\$ 230,643	
Downtown Charlottetown	\$185,596,800 x \$.18 per \$100	\$ 334,074	
		\$ 4,714,159	
Total Commercial & DCI Assessment		\$ 19,841,312	
Total Property Taxes		\$ 43,520,168	
<u>In Lieu of Property Taxes</u>		\$ 15,000	
<u>Municipal Support Grant</u>		\$ 18,538,000	
<u>Partial Grant In Lieu of Taxes (QEH)</u>		\$ 140,000	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Revenue

Account Name/Department: Planning/Police

Detailed Breakdown of Budget Item	Notes/Comments
<u>Licenses</u>	
Building permits 1,300,000	
Taxi licenses 30,000	
Rezoning/Variances 24,000	
Zoning inquiry 23,000	
Subdivisions/agreements 30,000	
Vending licenses/by-laws/maps 30,300	
STR - Licenses & Registrations 60,000	
Total 1,497,300	
<u>City Parking Garages</u>	
Net revenue from Fitzroy Parkade, Pownal Parkade and Queen Parkade 295,000	
<u>Parking Meters</u>	
Revenue generated from parking meters 650,000	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Revenue

Account Name/Department: Police/Other

Detailed Breakdown of Budget Item		Notes/Comments
<u>Police Revenue:</u>		
Provincial court fines	340,000	
Municipal court fines	5,000	
Parking meter tickets	350,000	
Dog tags	500	
Mobile Mental Health Crisis Program	104,166	
Ewatch/Operational Partner Funding	131,000	
Subtotal		930,666
Contract services (fingerprinting/security checks)		15,000
Total		945,666
<u>Other Revenue</u>		
Rent from municipally owned facilities and miscellaneous revenue		
Miscellaneous and Bell Aliant Grant (Net)	-	
Rent - WR Community Centre	4,800	
Rent - 70 Kent Street	48,000	
FOIPP Revenue	-	
Racino	400,000	
Rent - 31 Gordon Drive	105,000	
Tourism Accommodation Levy Admin Fee	48,000	
Total		605,800
Queen Elizabeth Hospital		30,000
<u>Utility Facility Rental Fee</u>		
Rental fee levied on the Water and Sewer Utility for use of City facilities		205,000
<u>Interest Income</u>		25,000

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Revenue

Account Name/Department: Parks and Recreation

Detailed Breakdown of Budget Item		Notes/Comments
<u>Simmons Arena:</u>		
Minor Hockey	109,500	Includes proposed 5% fee increase for all services
Minor Figure Skating	41,500	
Minor Ringette	6,750	
Recreational/Schools	61,500	
Adult and Public Skates	1,250	
Preschool Skates	2,500	
Private Ice Rentals	14,000	
Off-Season Rentals	15,000	
Other	3,500	
Subtotal	255,500	
Canteen (Net Sales)	10,000	
Total	265,500	
<u>Cody Banks Arena:</u>		
Minor Hockey	111,600	
Minor Figure Skating	69,300	
Minor Ringette	11,000	
Recreational/Schools	57,750	
Adult and Public Skates	1,250	
Private Ice Rentals	10,500	
Off-Season Rentals	5,750	
Other	3,500	
	270,650	
Canteen (Net Sales)	10,000	
Maplewood Room	1,000	
Total	281,650	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item and Primary Code:

Programs and Miscellaneous Revenue

Account Name/Department: Parks and Recreation/Other

Detailed Breakdown of Budget Item			Notes/Comments
Registration Fees	99,775		
Sport Field Rentals	29,400		
Pool Revenue	-		
Total		\$ 129,175.00	
<u>Rooms/Halls/Events</u>		<u>\$ 66,100.00</u>	
<u>Partner Funding</u>		<u>\$ -</u>	
<u>Tourism Accommodation Levy</u>		<u>\$ 1,800,000.00</u>	
<u>Miscellaneous</u>		<u>\$ 75,000.00</u>	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

General Government Services

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
City Government				
Salaries and Benefits	2,062,038	2,070,272	2,070,638	1-1
Solicitors' Fees	375,000	313,890	400,000	1-1
Fees and Memberships	75,000	66,928	88,000	1-1
Office Supplies	30,000	22,642	36,000	1-1
Staff Development	35,000	19,625	65,000	1-1
Advertising and Communications	35,000	19,393	-	Tab 6
Miscellaneous	20,000	80,747	20,000	1-2
New Equipment	3,000	-	3,300	1-2
Equipment Repairs and Rentals	22,000	-	24,000	1-2
Reports and Studies	659,022	410,545	50,000	1-2
FOIPP Implementation	5,000	-	5,000	1-2
Infrastructure and Asset Management	36,000	3,834	25,000	1-2
Totals	3,357,060	3,007,876	2,786,938	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
City Government

Account Name/Department: General Government Services

Detailed Breakdown of Budget Item	Notes/Comments
<u>Salaries</u> Chief Administrative Officer Deputy Chief Administrative Officer Executive Resource & Privacy Coordinator (2) Executive Assistant to Mayor & Council Community Engagement Assistant Records Management Clerk Manager Infrastructure & Assets Administrative Assistant Internal Auditor IT Officer IT Staff (2) GIS Technician Tourism Officer Tourism Staff (3) Events Development Officer Economic Development Officer Environment and Sustainability Manager Sr Communications Officer Communications Staff (2)	Moved to ED Budget Moved to ED Budget Moved to ED Budget Moved to ED Budget Moved to E&S
1,702,843	
<u>Benefits</u> City's share of cost for employees' benefits: Group health benefits Workers Compensation Other	
367,795	
2,070,638	
<u>Solicitors' Fees</u> Costs for all legal services rendered *includes court cases	
400,000	
<u>Fees and Memberships</u> Federation of Canadian Municipalities: Base Rate \$370 + 15.24 cents per capita Canadian Association of Municipal Administrators/ICMA Federation of PEI Municipalities	
88,000	
<u>Office Supplies</u> Photocopy paper, printing and supplies, pens, paper, envelopes, and other office equipment as required	
36,000	
<u>Staff Development</u> Training and development, conferences for City Government staff	
65,000	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
City Government

Account Name/Department: General Government Services

Detailed Breakdown of Budget Item	Notes/Comments
<u>Miscellaneous</u>	
Petty cash, City newspaper ads, subscriptions (newspapers, etc.)	
	20,000
<u>New Equipment</u>	
New Equipment	
	3,300
<u>Equipment Repairs and Rentals</u>	
Equipment Repairs and Rentals	
	24,000
<u>Reports and Studies</u>	
Reports and Studies	
	50,000
<u>FOIPP Implementation</u>	
FOIPP Implementation	
	5,000
<u>Infrastructure and Asset Management</u>	
Memberships	5,000
Staff Development	20,000
	25,000

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2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

General Government Services

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Finance and Audit				
Salaries and Benefits	782,000	698,395	702,345	2-1
Professional Auditing Services	75,000	76,916	75,000	2-1
Staff Development	20,000	2,870	20,000	2-1
Meeting Expenses	4,000	1,638	3,000	2-1
Miscellaneous	15,000	16,683	15,000	2-1
Bank Service Charges	75,000	79,585	80,000	2-1
Totals	971,000	876,087	895,345	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item

Finance and Audit

Account Name/Department: General Government Services

Detailed Breakdown of Budget Item	Notes/Comments
<u>Salaries</u> Finance Department Staff: Manager Controller Accounting/Clerical Clerk Accounts Payable Clerk (2) Finance Clerk Project Accountant Purchasing Officer	
599,392	
<u>Benefits</u> City share of cost for employees' benefits Group Health Statutory Deductions - CPP and EI Workers Compensation Pension	
102,953	
Total	702,345
<u>Professional Auditing Services</u> Cost for annual audit conducted on the City accounts	
75,000	
<u>Staff Development</u> Training and development for Finance Staff	
20,000	
<u>Meeting Expenses</u> Meeting Expenses	
3,000	
<u>Miscellaneous</u> Miscellaneous	
15,000	
<u>Bank Service Charges</u> Bank Service Charges	
80,000	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

General Government Services

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Municipal Buildings				
Salaries and Benefits	721,250	828,427	767,600	3-1
Travel and Transportation	1,000	1,721	2,000	3-1
Heating Fuel	401,520	327,579	362,000	3-1
Electric	227,440	167,769	215,000	3-1
Water and Sewer	28,075	15,535	30,525	3-1
Cleaning Supplies	59,600	25,707	64,600	3-1
Service Contracts	185,750	101,577	174,400	3-1
Property Taxes	394,790	289,709	633,300	3-1
Maintenance	195,500	173,216	245,300	3-1
Public Art Maintenance	1,000	-	2,000	3-1
Snow Removal	28,000	23,089	28,900	3-1
Totals	2,243,925	1,954,329	2,525,625	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item

Municipal Buildings

Account Name/Department: General Government Services

Detailed Breakdown of Budget Item		Notes/Comments
<u>Salaries</u>		
5 maintenance people + overtime	295,100	
seasonal labour	352,000	
Subtotal		647,100
<u>Benefits</u>		
Health	20,000	
Statutory	48,000	
Pension	31,500	
WCB	21,000	
Subtotal		120,500
Total		767,600
<u>Travel and Transportation</u>		
Travel and Transportation		2,000
<u>Heating Fuel</u>		
Fuel costs for all municipal buildings		362,000
<u>Electric</u>		
Electricity costs for municipal buildings		215,000
<u>Water and Sewer</u>		
Water and sewer costs for all municipal buildings		30,525
<u>Cleaning Supplies</u>		
Purchased as required		64,600
<u>Service Contracts</u>		
Contracts at various buildings (HVAC, elevator, alarms, etc.)		174,400
<u>Property Taxes</u>		
Provincial property taxes for municipal buildings and recreation venues		633,300
<u>Maintenance</u>		
All small items and equipment necessary for regular building upkeep & repairs plus special one-time projects		245,300
<u>Public Art Maintenance</u>		
Maintenance		2,000
<u>Snow Removal</u>		
Contracted clearing at various municipal buildings		28,900

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

General Government Services

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Insurance				
Cyber Insurance	47,000	46,350	60,255	4-1
General Coverage, Municipal Vehicles /Self Insurer	675,000	680,042	748,046	4-1
Environmental Liability Insurance	30,000	5,832	6,415	4-1
Totals	752,000	732,224	814,716	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Insurance

Account Name/Department: General Government Services

Detailed Breakdown of Budget Item	Notes/Comments
<u>Cyber Insurance</u> Cyber Insurance	60,255
<u>General Coverage, Vehicles/Self Insurer</u> Property and vehicles, municipal liability, dishonesty rider, beepers, portable radios, mobile radios, pagers, boiler and computer insurance, umbrella liability policy, errors and omissions	748,047
<u>Environmental Liability Insurance</u> Insurance to cover environmental issues where the City is found liable	6,415

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

General Government Services

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Mayor and Council				
Professional Services	11,000	-	11,000	5-1
Mayor and Council Development	30,000	19,269	30,000	5-1
Meeting Expenses	20,000	4,135	20,000	5-1
Mayor and Council	501,200	567,062	593,046	5-1
Advertising and Communications	26,000	17,308	26,000	5-1
New Equipment	11,000	822	11,000	5-1
Miscellaneous	2,500	598	2,500	5-1
Community Neighbourhood Events	35,000	20,678	35,000	5-1
Intercommunity Affairs	25,000	2,089	25,000	5-1
Public Relations	213,300	132,449	213,300	5-1
Totals	875,000	764,410	966,846	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item

Mayor and Council

Account Name/Department:

General Government Services

Detailed Breakdown of Budget Item		Notes/Comments
<u>Professional Services</u>		
Professional Services		11,000
<u>Mayor and Council Development</u>		
Mayor and Council Development		30,000
<u>Meeting Expenses</u>		
Meeting Expenses		20,000
<u>Mayor and Council</u>		
Stipend for Mayor/Council		593,046
<u>Advertising and Communications</u>		
Advertising and Communications		26,000
<u>New Equipment</u>		
New Equipment		11,000
<u>Miscellaneous</u>		
Miscellaneous		2,500
<u>Community Neighbourhood Events</u>		
Community Neighbourhood Events		35,000
<u>Intercommunity Affairs</u>		
Capital Cities Conference	5,000	
Atlantic Mayor's Congress	20,000	
Total		25,000
<u>Public Relations</u>		
<u>Council Events</u>		
New Year's Levee	11,000	
Seniors' events	6,000	
Luncheons/receptions/unforeseen events	51,200	
Disability Advisory program	3,000	
Family Violence program	7,000	
Subtotal		78,200
<u>Promotional Material</u>		
Christmas campaign	31,500	
City Hall /plaques/pictures	5,000	
Lapel pins and flags	6,000	
Community relations	30,000	
Promotional material	15,000	
Photography/film/processing/albums	2,100	
Copier/printing	5,000	
Retirement gifts	5,500	
Promotions	35,000	
Subtotal		135,100
Total		213,300

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Communications

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Communications				
Communications & Marketing	-	-	45,000	6-1
Staff Development	-	-	5,000	6-1
Totals	-	-	50,000	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Communications

Account Name/Department: Communications

Detailed Breakdown of Budget Item	Notes/Comments
<u>Communications and Marketing</u>	45,000
<u>Staff Development</u>	5,000

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Protective Services

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Fire Department				
Salaries and Benefits	2,846,043	2,850,580	3,383,007	7-1
Office Supplies	1,500	1,689	1,632	7-2
Staff Development	99,179	46,209	107,907	7-2
Travel and Transportation	6,500	236	7,072	7-2
Meeting Expenses	1,000	1,605	5,000	7-2
Clothing	42,372	24,580	45,980	7-2
Advertising and Communications	8,500	7,835	9,248	7-2
Projects	-	31	50,000	7-3
Small Equipment	31,000	35,731	33,728	7-3
Radio System	8,000	5,171	8,704	7-3
Gas and Oil	23,800	34,149	25,894	7-3
Equipment Repairs and Rentals	57,500	92,008	62,560	7-3
Vehicle Maintenance and Repairs	86,800	60,600	94,438	7-3
Volunteer Programs	20,000	-	21,760	7-4
Water Department Services	1,211,858	1,211,858	1,272,502	7-4
Fire Prevention Bureau	14,800	14,720	16,102	7-4
Air Supply and Service	10,100	8,422	11,000	7-4
Emergency Operations - Including Fiona	15,500	819,790	24,128	7-4
Miscellaneous		3,560	1,500	7-4
Totals	4,484,452	5,218,774	5,182,162	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Fire Department

Account Name/Department: Protective Services

Detailed Breakdown of Budget Item	Notes/Comments
<u>Salaries (Non Union)</u> Fire Chief Deputy Fire Chief Administrative Assistant Service Pay	
<u>Salaries (Union)</u> 12-Career Firefighter II 5-ELS Firefighter II 2-Career Fire Inspector 1-Career Fire Prevention Officer	
1,479,191	
<u>Benefits (Permanent)</u> Pensions Workers Compensation Health Statutory	
355,528	
<u>Labour</u> Service Pay Overtime (permanent) Overtime (seasonal)	
597,565	
<u>Salaries (Volunteers)</u> 2 District Chiefs, 2 District Deputy Chiefs 7 Captains, 9 Lieutenants 4 Safety Officers, 90 Firefighters Fire Prevention Assist.	
846,832	
<u>Benefits (Volunteers)</u> Insurance(s) Medical	
76,691	
<u>Labour (Volunteers)</u> Storm duty crews Fire duty crews	
27,200	
Total	
	3,383,007

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Fire Department

Account Name/Department: Protective Services

Detailed Breakdown of Budget Item	Notes/Comments
<u>Office Supplies</u> Office Supplies 1,632	
<u>Staff Development</u> Fire Inspectors & Fire Prevention Officer Fire Chief & Deputy Fire Chief Elected Officials travel symposium Career certification Volunteer Training 107,907	
<u>Travel and Transportation</u> Staff & committee mileage and travel 7,072	
<u>Meeting Expenses</u> 5,000	
<u>Clothing</u> Station uniforms Dress uniforms Dry cleaning Badges, patches & regalia 45,980	
<u>Advertising and Communications</u> Radio, TV, Newspapers, etc. 9,248	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item

Fire Department

Account Name/Department: Protective Services

Detailed Breakdown of Budget Item	Notes/Comments
<u>Projects</u>	
Firehouse Recods Management Systems Replacement	
IAM Responding Notification	
Fire Underwriters Insurance Report	
	50,000
<u>Small Equipment</u>	
Various Items	
	33,728
<u>Radio System</u>	
Annual Inspection	
	8,704
<u>Gas and Oil</u>	
Gas and Oil	
	25,894
<u>Equipment Repairs and Rentals</u>	
Cleaning materials, chemicals, small tools, oxygen,	
fire extinguisher service, sundries misc. equipment	
	62,560
<u>Vehicle Maintenance and Repairs</u>	
Station 2 - Ladder 1	
Station 1 - Engine 1	
Station 1 - LaFrance	
Station 2 - Engine 3	
Station 1 - Rescue 1	
Station 1 - Rescue Boat	
Station 1 - Engine 2	
Station 1 - Ladder 2	
Station 2 - Engine 6	
Station 2 - Tanker	
Station 1 - Engine 5	
Station 2 - Rescue 2 (Reserve)	
Station 2 - Engine 4	
Station 2 - Federal	
Station 1 - Inspection, 2021 Ram 1500	
Metro Emerg Response Van	
Station 2 - Rehab Trailer	
Chief's 2017 Ram 1500	
Deputy Chief's 2017 Ram 1/2	
Station 1 - Utility 1	
Station 2 - Utility 2	
Inspection - 2018 Silverado	
NFPA Road Test Apparatus	
	94,438

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Fire Department

Account Name/Department: Protective Services

Detailed Breakdown of Budget Item	Notes/Comments
<u>Volunteer Programs</u> Banquet 21,760	
<u>Water Department Services</u> Fire hydrants 1,272,502	
<u>Fire Prevention Bureau</u> Fire investigation equipment, report forms, films, etc. Training materials, videos, advertisement, MFPA grant, Children's promotional items, 16,102	
<u>Air Supply and Service</u> Air tanks & inspections Air inspection, filters & oil Repairs to equipment 11,000	
<u>Emergency Operations</u> PPE Red Cross Services 24,128	

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2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Protective Services

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Police Department				
Salaries and Benefits	9,919,525	10,392,519	11,039,431	8-1
Commissionaires/Parking Meter Collections	196,636	169,689	244,797	8-2
Office Supplies	42,000	24,424	45,000	8-3
Staff Development	40,000	11,214	40,000	8-3
Atlantic Police Academy and Canadian Police College	52,000	51,681	85,000	8-3
Clothing	87,000	36,000	112,500	8-4
Advertising and Communications	1,500	-	15,000	8-4
Miscellaneous	205,705	98,177	205,705	8-4
Insurance Claims	10,000	500	10,000	8-5
Phones and Radios	8,000	6,497	8,500	8-5
Gas and Oil	140,000	148,300	152,320	8-5
Vehicle Maintenance and Repairs	135,000	112,772	150,560	8-5
Rental of CIB Vehicle Surveillance, Temporary	12,000	3,775	13,056	8-5
Law Books	10,500	1,240	5,000	8-5
Breathalyzer and CPIC	6,000	9,529	12,000	8-5
Flashlights and Batteries	2,000	953	2,000	8-5
Identification Supplies	8,000	2,535	10,000	8-5
Ammunition	7,500	25,303	26,000	8-5
Inmate Meals	22,600	14,325	22,600	8-5
Humane Society (Annual Contract)	112,588	104,857	122,496	8-5
Operational expenses (JFO)	35,000	50,436	50,000	8-6
Police Hardware and Emergency Response	50,000	27,151	50,000	8-6
PROS - Police Reporting and Occurrence System	3,000	2,707	3,000	8-6
Emergency Recording Equipment	7,500	3,246	7,500	8-6
Community Policing	14,800	5,075	20,000	8-6
Less: Wage Assistance Funding	(8,550)	-	-	8-6
Totals	11,120,304	11,302,905	12,452,466	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Police

Account Name/Department: Police Department

Detailed Breakdown of Budget Item		Notes/Comments
<u>Salaries: Based on Full Complement</u>		
<u>Existing</u>	Positions	
Chief	1	
Deputy Chief	2	
Sergeants	6	
Corporals	5	
1st Class	44	
2nd Class	3	
3rd Class	8	
Entry Level	1	
		70
<u>Dispatch</u>		
Level 1	5.5	
Level 2	2.5	
		8
Executive Assistant	1	
Telecom/Records Supervisor	1	
Ticket/Records Supervisor	1	
Crime Analyst	2	
Technical Services	1	
Reception/Ticket Data Entry	2	
Clerical/Data Entry	2	
		10
Total		88
Total	70 Police Officers 18 Civilians	
Less: Mat Leaves & LTD		
Subtotal		10,661,902

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Police

Account Name/Department: Police Department

Detailed Breakdown of Budget Item	Notes/Comments
<u>Labour</u> <u>School Crossing Guards</u> Normal school year is 185 days. 20.5 guards work 3 hrs per day 21.5 x 543 @ \$15.00 175,118 4% Vacation Pay 7,005 182,122 <u>Summer Employment</u> Atlantic Police Academy - Graduates/Cadets 6 x 400 @ \$15.00 36,000 6 x 400 @ \$17.36 41,664 7 x 400 @ \$23.66 66,248 4 x 280 @ \$23.66 26,499 1 x 760 @ \$23.00 17,480 4% vacation pay 7,516 195,407 <u>Labour</u> Statutory holidays Service pay Acting Pay Shift Differential Overtime - Court, Special Events Investigational Follow-up Training Part Time Personnel - Subtotal 377,529 Total 11,039,431 <u>Commissionaires/Parking Meter Collections</u> 4 Commissionaires employed in the enforcement of parking Provisions of the Traffic Bylaw. One Commissionaire also utilized in the collection of meter revenues WO2 - 1 x 2080 hrs x 25.73 Sgt - 3 x 2080 hrs X 24.22 Warrant Officer 2 - meetings 1 x 200 x 25.73 Gardaworld - Meter Coin Collection 244,797	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Police

Account Name/Department: Police Department

Detailed Breakdown of Budget Item	Notes/Comments
<u>Office Supplies</u> Software pkgs forms preparation Occurrence reports & supplementaries Court briefs & jackets Taxi licenses Computer paper Office supplies 5 year lease/purchase for photo copiers (2) File folders PROS Computer upgrades Workstation chairs 45,000	
<u>Staff Development</u> Training Materials and Registrations 40,000	
<u>Atlantic Police Academy and Canadian Police Association</u> Training - Provincial Police Act & APA Canadian Police College 45,000 <u>40,000</u> 85,000	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Police

Account Name/Department: Police Department

Detailed Breakdown of Budget Item	Notes/Comments
<u>Existing Uniform Complement (per officer)</u> 1 pair ankle boots 1 pair winter boots 1 cap 4 uniform shirts 1 mock neck 1 pair winter gloves 6 pair socks 2 pair pants 1 dress uniforms for new personnel <u>Additional Uniform Requirements, Part Time and Inventory</u> 8 pair winter boots 8 caps 24 uniform shirts 6 mock neck 4 pair winter gloves 20 pair socks 12 pair pants search gloves fur hats Uniforms 90,000 Protective Clothing 17,500 Dry Cleaning 5,000 112,500 <u>Advertising and Communications</u> Advertising and Media 15,000 <u>Miscellaneous</u> Towing charges - Vehicles impounded for investigational purposes Ambulance fees - Prisoner transfers to hospital Parking ticket refunds Witness fees and expenses - Payment of all non-police witnesses Chiefs of Police Association fees First Aid supplies - For police vehicles Minor expenditures not covered in other codes 205,705	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Police

Account Name/Department: Police Department

Detailed Breakdown of Budget Item	Notes/Comments
<u>Insurance Claims</u> Provision for the City's payment of the deductible amount on City insurance claims	
10,000	
<u>Phones and Radios</u> Phones and Radios	
8,500	
<u>Gas and Oil</u> Gas and oil	
152,320	
<u>Vehicle Maintenance and Repairs</u> Vehicle Maintenance and Repairs	
150,560	
<u>Rental of CIB Vehicle Surveillance, Temporary</u> Rental of CIB Vehicle Surveillance, Temporary	
13,056	
<u>Law Books</u> Law Books	
5,000	
<u>Breathalyzer and CPIC</u> Lease costs and supplies for Breathalyzer units and Roadside Screening Devices	
12,000	
<u>Flashlights and Batteries</u> Flashlights and Batteries	
2,000	
<u>Identification Supplies</u> Identification Supplies	
10,000	
<u>Ammunition</u> Ammunition	
26,000	
<u>Inmate Meals</u> Funds payable to the Province of PEI for the housing of prisoners associated to arrest by this Dept. Costs are associated to "lock up" situations only and not to sentenced prisoners	
22,600	
<u>Humane Society Contract</u> Annual contract costs associated to dog control complaint response Other costs related to calls and unclaimed animals	
122,496	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Police

Account Name/Department: Police Department

Detailed Breakdown of Budget Item	Notes/Comments
<u>Operational Expenses (JFO)</u> Operational Expenses (JFO)	50,000
<u>Police Hardware and Emergency Response</u> Upgrade radar units/calibration/repair Video equipment - for outdoor use Replacement bar lights patrol screens, seat inserts Use of force training equipment Duty belts Body armour	3,000
<u>Police Reporting and Occurrence System (PROS)</u> Occurrence tracking Statistics Files and forms	3,000
<u>Emergency Recording Equipment</u> Maintenance/upgrade agreements and storage discs	7,500
<u>Community Policing</u> Funds to be used to promote positive policing programs such as Dept Choir, Healthy ME Program updating media brochures, handouts	20,000

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2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Public Works

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Public Works				
Salaries and Benefits	8,446,083	8,578,869	9,119,599	9-1
Professional Consulting	20,000	9,122	90,000	9-1
Office Supplies	20,000	24,254	33,000	9-1
Staff Development	35,000	9,749	40,000	9-1
Travel and Transportation	18,000	14,888	21,000	9-1
Meeting Expenses	7,500	4,128	7,500	9-2
Clothing	42,000	45,975	60,000	9-2
AVL Tracking	110,000	110,952	120,000	9-2
Insurance Claims	100,000	32,266	100,000	9-2
Urban Beautification	140,000	136,788	171,100	9-2
Tools	15,000	13,331	16,000	9-2
Water and Sewer	315	359	400	9-2
Cleaning Supplies	10,000	10,379	10,900	9-2
Service Contracts	130,000	75,150	141,400	9-2
Gas and Oil	451,950	516,308	502,100	9-2
Equipment Repairs and Rentals	36,000	18,370	39,200	9-2
Vehicle Maintenance and Repairs	502,000	562,891	574,800	9-2
Maintenance	30,000	10,278	32,000	9-2
Leased Equipment	68,000	60,325	75,000	9-3
Snow Removal	3,200,000	2,929,334	3,626,200	9-3
Street Cleaning	145,000	168,217	170,000	9-3
Street Resurfacing and Repair	530,000	492,635	549,000	9-4
Traffic Markings and Signs	138,850	186,855	156,500	9-4
Sidewalk and Curb (Union Maintenance)	45,000	63,224	70,200	9-4
Storm Water Control	10,000	7,910	10,000	9-4
Street Lighting	1,282,500	991,239	1,442,500	9-4
Traffic and Parking	20,000	17,505	25,000	9-4
Less: Wage Assistance Funding	-	1,071	-	9-4
Totals	15,553,198	15,092,372	17,203,399	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Public Works

Department: Public Works

Detailed Breakdown of Budget Item		Notes/Comments
<u>Salaries</u>		
4 - Mechanics		
4 - Machine Operators		
5 - Truck Drivers		
1 - Assistant Maintenance Person		
13 - Sweepers, Sidwalk Plow operators		
1 - Admin. Assistant (Fleet)		
1 - UB Maintenance Person		
2 - Stenographer & Front Desk		
6 - Superintendents		
1 - Admin. Assistant		
1 - Accounts Clerk		
1 - Engineer		
1 - Civil Technican		
1 - Manager		
1 - Assistant Manager		
	7,147,878	
Overtime	686,488	
Total = 43 Positions		7,834,366
<u>Benefits</u>		
Health	286,600	
Statutory	454,893	
Pension	353,210	
WCB	133,900	
		1,228,603
Total		9,062,969
<u>Professional Consulting</u>		
Professional Consulting		90,000
<u>Office Supplies</u>		
Office Supplies		33,000
<u>Staff Development</u>		
Training materials and registrations		40,000
<u>Travel and Transportation</u>		
Travel costs related to staff development		21,000

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Public Works

Department: Public Works

Detailed Breakdown of Budget Item	Notes/Comments
<u>Meeting Expenses</u>	
Monthly committee meetings	7,500
<u>Clothing</u>	
Shirts, pants, coveralls, boots, jackets, & rainwear per collective agreement Work gloves, hard hats, vests & safety wear	60,000
<u>AVL Tracking</u>	
AVL Tracking	120,000
<u>Insurance Claims</u>	
Provision for the department's payment of insurance claims	100,000
<u>Urban Beautification</u>	
Urban Beautification	171,100
<u>Tools</u>	
Tools	16,000
<u>Water and Sewer</u>	
Water and Sewer	400
<u>Cleaning Supplies</u>	
Cleaning Supplies	10,900
<u>Service Contracts</u>	
Service Contracts	141,400
<u>Gas and Oil</u>	
Gas and Oil	502,100
<u>Equipment Repairs and Rentals</u>	
Equipment Repairs and Rentals	39,200
<u>Vehicle Maintenance and Repairs</u>	
Vehicle Maintenance and Repairs	574,800
<u>Maintenance</u>	
Maintenance	32,000

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Public Works

Department: Public Works

Detailed Breakdown of Budget Item	Notes/Comments
<u>Leased Equipment</u>	
Leased Equipment	
<u>75,000</u>	
<u>Snow Removal</u>	
<u>Contracted Street Plows</u>	
Hourly & standby rentals	
Snowfall service sections	
Priority routes	2,400,000
<u>Contracted Snow Haul Trucks</u>	
Hourly rental	272,000
<u>Contracted Loader</u>	
Hourly rental	54,400
<u>De-icing</u>	
Direct purchase of sand & salt	
Spreading costs for private/Prov trucks	800,000
<u>Other</u>	
Core storage site rental, tools, etc	<u>99,800</u>
Total	<u>3,626,200</u>
<u>Street Cleaning</u>	
<u>Supplies</u>	
Brooms, shovels, wheel barrows, garbage bags, etc.	16,500
Garbage bags, absorb-all and tippage	150,000
Water bill	<u>3,500</u>
Total	<u>170,000</u>

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Public Works

Department: Public Works

Detailed Breakdown of Budget Item	Notes/Comments
<u>Street Resurfacing and Repair</u>	
In-house asphalt (incl culvert repairs) 495,000	
Cold mix 38,000	
Tools etc. 16,000	
Total 549,000	
<u>Traffic Markings and Signs</u>	
Powder & paint 46,000	
Signs & posts 17,000	
Street Name Signs 6,500	
Street line painting 87,000	
Total 156,500	
<u>Sidewalk and Curb (Union Maintenance)</u>	
Topsoil & sod 48,500	
Forms 21,700	
Total 70,200	
<u>Storm Water Control</u>	
Pipeline, video inspections 10,000	
<u>Street Lighting</u>	
Power consumption of City owned street lights and monthly rental of Maritime Electric units: includes hardware, power consumption and maintenance. 1,352,500	
Power for traffic lights, crosswalk lights, etc. 90,000	
Also Christmas lighting.	
Total 1,442,500	
<u>Traffic and Parking</u>	
Parking meter repairs and maintenance 14,000	
Parking meter tickets 11,000	
Total 25,000	

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2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Fiscal Services

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Fiscal Services				
Interest Long Term Debt	2,300,000	1,593,145	3,085,291	10-1
Short Term (Capital Bridging) Debt	175,000	158,810	150,000	
Depreciation	6,700,000	6,700,000	7,000,000	
Totals	9,175,000	8,451,955	10,235,291	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Fiscal Services

Detailed Breakdown of Budget Item				Notes/Comments
<u>Servicing of Long Term Debt</u>				
	2023 Balance	2023/24 Principal	2023/24 Interest	
(26) Capital Debt (City Debentures) (maturing 2024)	1,687,663	1,108,980	81,892	
(21&22) CMHC Loan Maturing 2030	2,169,098	237,757	80,488	
(1) RBC 2010 Swap Maturing 2030	6,321,600	733,800	272,165	
(23 - 25) CMHC Loan Maturing 2031	2,809,003	262,816	115,156	
(4) TD 2012 Swap Maturing 2032	1,847,006	176,666	51,227	
(6) TD 2013 Swap Maturing 2033	4,265,424	329,037	183,770	
(27) TD 2019 Loan	17,548,531	582,322	497,431	
(28) TD 2020 Loan	945,856	43,877	30,091	
(9) Scotiabank - CARI	49,754	38,487	883	
(3) RBC 2016 Swap Maturing 2036	6,726,000	372,000	147,892	
(7) CIBC 2018 SWAP Maturing 2038	9,024,583	605,000	239,380	
(13,15,18) Capital leases	245,215	143,828	5,269	
Long Term Debt Reduction	-2,000,000	-2,000,000	-100,000	
New Debt	30,000,000	896,193	1,479,647	
	\$ 81,639,732	\$ 3,530,765	\$ 3,085,291	
Total Debt Servicing (Interest & Principal)			6,616,056	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Parks and Recreation

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Administration; Programs				
<u>Administration</u>				
Salaries	167,082	168,630	237,704	11-1
Benefits	36,062	39,656	54,347	11-1
Mileage	2,200	1,296	2,200	11-1
Advertising	1,500	-	1,500	11-1
Staff Development	12,000	7,579	14,000	11-1
Seniors Engagement Committee	11,000	4,989	11,000	11-1
Meeting Expenses	2,000	796	2,000	11-1
Office	1,500	814	1,500	11-1
Miscellaneous	500	120	500	11-1
Insurance Claims	2,500	14,445	5,000	11-1
Administration Total	236,344	238,325	329,751	
<u>Programs and Grants</u>				
Salaries	427,192	375,195	471,801	11-2
Benefits	51,189	50,826	55,712	11-2
Subsidies and Grants	287,915	227,653	221,435	11-2
Programs and Equipment	49,270	52,437	60,770	11-3
Special Events	6,350	2,462	6,350	11-4
Miscellaneous	500	-	500	11-4
Promotions (Brochure, Flyers and Ads)	6,000	6,259	6,500	11-4
Programs and Grants Total	828,416	714,832	823,067	
Subtotal	1,064,760	953,157	1,152,818	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Parks and Recreation

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Cody Banks; Simmons				
<u>Cody Banks Arena</u>				
Salaries	240,347	236,569	266,611	11-5
Benefits	52,032	51,070	56,739	11-5
Staff Development	3,750	2,382	3,850	11-5
Utilities (Lights, Water, Phone and Fuel)	124,500	89,733	132,200	11-5
Repairs and Maintenance	58,000	38,435	57,750	11-5
Small Projects	20,000	2,323	15,000	11-5
Miscellaneous	13,050	5,953	9,550	11-5
Vehicle Repairs, Maintenance and Fuel	5,250	3,928	5,750	11-5
Cody Banks Arena Total	516,929	430,393	547,450	
<u>Simmons Arena</u>				
Salaries	205,057	195,322	223,609	11-6
Benefits	41,489	39,226	45,516	11-6
Staff Development	3,750	1,792	3,850	11-6
Utilities (Lights, Water, Phone and Fuel)	139,500	85,616	148,250	11-6
Repairs and Maintenance	55,000	30,285	55,750	11-6
Small Projects	15,000	9,706	15,000	11-6
Vehicle Repairs, Maintenance and Fuel	4,500	2,300	4,900	11-6
Miscellaneous	13,050	5,964	9,550	11-6
Simmons Arena Total	477,346	370,211	506,424	
Subtotal	994,275	800,604	1,053,874	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Parks and Recreation

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Parks				
<u>Parks</u>				
Salaries	1,453,744	1,475,434	1,650,026	11-7
Benefits	199,550	221,387	240,504	11-7
Staff Development and Consulting Fees	5,000	1,369	5,000	11-7
Parks Maintenance	346,942	253,216	429,578	11-7
Vehicles/Equipment Repairs, Maintenance and Fuel	162,840	165,865	200,425	11-8
Sportsfields and Facilities Maintenance	47,200	41,539	47,000	11-8
Trail Maintenance (Including Boardwalk)	24,000	5,141	24,000	11-8
Miscellaneous	7,500	8,490	9,000	11-8
Pools	42,000	18,777	22,000	11-8
Special Initiatives	40,500	23,607	40,500	11-8
Parks Total	2,329,276	2,214,825	2,668,033	
Totals	4,388,311	3,968,586	4,874,726	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Administration

Account Name/Department: Parks and Recreation

Detailed Breakdown of Budget Item	Notes/Comments
<u>Wages and Salaries</u> Manager Parks and Recreation Admin Assistant 237,704	
<u>Benefits</u> 54,347	
<u>Mileage</u> Manager/ Arena Superintendent Parks Superintendent/Parkland Conservationist Program Coordinator/Assist PC Admin Assistant 2,200	
<u>Advertising</u> Public workshop 1,500	
<u>Staff Development</u> 14,000	
<u>Seniors Engagement Committee</u> 11,000	
<u>Meeting Expenses</u> 2,000	
<u>Office</u> Equipment and supplies 1,500	
<u>Miscellaneous</u> 500	
<u>Insurance Claims</u> Provision for the City's payment of the deductible amount on City insurance claims 5,000	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Programs

Account Name/Department: Parks and Recreation

Detailed Breakdown of Budget Item	Notes/Comments
<u>Wages and Salaries</u> Permanent fulltime(2) Sport Coordinators Skate Park Supervisors Day Camp Counselors Ticket Takers Fitness Instructors Youth programs & Security Tennis Instructors & Court Supervisors Lifeguards Outdoor Adventure Camp Coordinator Spring/Summer Recreation Assist. 471,801 <u>Benefits</u> 55,712 <u>Subsidies and Grants</u> Youth Group Grants 9,310 Youth Advisory Programming 7,000 Figure skating Subsidy for residents (141@\$120, 283 @ \$60) Pros (Pro Subsidy 2@ 7,500) 48,960 Minor hockey Subsidy for residents (701 @ \$120) 85,440 Baseball Subsidy for residents (509 @ \$15) 7,635 Soccer: Subsidy for residents (1130 @ \$15) 16,950 Speed skating Subsidy for residents (35@\$120, 3@\$20) 6,000 City Basketball League (148 @ \$15) 2,220 Boxing Club 760	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Programs

Account Name/Department: Parks and Recreation

Detailed Breakdown of Budget Item	Notes/Comments
Ringette Subsidy for residents (87 @ \$120, 8@ \$60) 10,920	
Football grant Subsidy for residents (150 @ \$15) 2,250	
Swim subsidies (8@ \$170, 55@\$204, 8@\$115, 41@33, 32@\$66, 11@\$100) 20,000	
Disabled sports: Parasport and Recreation PEI 3,990	
Total 221,435	
<u>Programs and Equipment</u>	
Senior Citizens Senior Day Events Day Trips 4,500	
Pre School Programs Supplies and equip 1,000	
Youth Programs First Aid Supplies Transportation & Outings Equipment & Supplies Staff training & uniforms 42,500	
Tennis Tennis Equipment 1,900	
Badminton Equipment - shuttles & nets Honoraria 2,050	
Spring Programs Equipment, Supplies and Facility rental 3,300	
Fitness Classes Equipment Music & Training Facility rental 5,520	
Total 60,770	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Programs

Account Name/Department: Parks and Recreation

Detailed Breakdown of Budget Item		Notes/Comments
<u>Special Events</u>		
Go! Charlottetown	-	
Public Education	4,750	
Volunteer recognition program	1,600	
Total		6,350
<u>Miscellaneous</u>		
		500
<u>Promotions</u>		
Program brochure (2)		
Flyers and ads		6,500

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item

Cody Banks Arena

Account Name/Department: Parks and Recreation

Detailed Breakdown of Budget Item		Notes/Comments
<u>Wages and Salaries</u>		
Superintendent (50%) plus Admin Assistant 50%		
Assis./M (3) perm		
Overtime/service pay		
Casual/special events		
	266,611	
<u>Benefits</u>		
	56,739	
<u>Staff Development</u>		
	3,850	
<u>Utilities</u>		
Lights/power	80,600	
Fuel	32,500	
Water	11,500	
Heater Fuel	7,600	
	Total	
	132,200	
<u>Repairs and Maintenance</u>		
Plumbing	3,250	
Electrical	3,250	
Cleaning	5,000	
Garbage	4,000	
Lumber/supplies	5,000	
Refrigeration	15,000	
General repairs/maintenance	3,750	
Equipment	8,000	
Paint	3,000	
Snow removal	7,500	
	Total	
	57,750	
<u>Small Projects</u>		
Projects to be determined		
	15,000	
<u>Miscellaneous (Inspections and Licenses)</u>		
	9,550	
<u>Vehicles</u>		
Gas/oil		
Repairs/maintenance		
	5,750	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item

Simmons Sports Centre

Account Name/Department: Parks and Recreation

Detailed Breakdown of Budget Item		Notes/Comments
<u>Wages and Salaries</u>		
Superintendent (50%)		
Asst. Ice Maker/M.M. (2 PFT/1 Seasonal)		
Overtime/Service Pay	223,609	
<u>Benefits</u>		45,516
<u>Staff Development</u>		3,850
<u>Utilities</u>		
Lights/power	76,000	
Fuel	56,500	
Water	9,250	
Heater fuel	6,500	
Total		148,250
<u>Repairs and Maintenance</u>		
Plumbing	3,500	
Electrical	3,500	
Cleaning supplies	5,000	
Garbage	4,000	
Lumber/hardware/supplies	5,000	
Paint	3,000	
Refrigeration	15,000	
Miscellaneous	3,750	
Equipment	6,000	
Snow removal	7,000	
Total		55,750
<u>Small Projects</u>		
Projects to be determined		15,000
<u>Vehicles Repair, Maintenance and Fuel</u>		
Gas & oil		
Repairs/maintenance		4,900
<u>Miscellaneous</u>		9,550

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Parks

Account Name/Department: Parks and Recreation

Detailed Breakdown of Budget Item	Notes/Comments
<u>Salaries</u> Parks Super/Admin Assistant (50%) 298 weeks seasonal, 200 weeks ELS 419 weeks casual, 20 weeks admin, park patrol Parks Foreman PFT Maintenance staff (6) Overtime - seasonals & permanent park staff	1,650,026
<u>Benefits</u>	240,504
<u>Staff Development and Consulting Fees</u>	5,000
<u>Parks Maintenance & Utilities</u> Victoria Park maintenance shed 8,086 VP pool change house 8,592 VP powder house 1,894 VP Caretakers house 6,638 VP tennis building 10,405 VP baseball clubhouse 15,000 VP Cultural Pavilion 4,577 Winsloe soccer clubhouse 3,909 Mulberry clubhouse 2,080 Central field 12,366 ER maintenance shed 3,859 ER Soccer Clubhouse 3,550 QE Park 2,300 J Frank MacAulay 2,915 Electrical for various park sites/trails 61,000 Park maintenance supplies 150,700 Park equipment/fences 41,000 Garbage removal 8,500 Playground upgrades 7,800 Plumbing repairs 30,000 Confederation Landing 27,698 Lawnbowling greens 11,569 Sewer and water 4,000	
Total	428,438

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Parks

Account Name/Department: Parks and Recreation

Detailed Breakdown of Budget Item	Notes/Comments
<u>Vehicles/Equipment, Repairs and Maintenance</u>	
Gas & oil 92,000	
Repairs/maintenance 108,425	
Total 200,425	
<u>Sportsfields and Facilities Maintenance 47,000</u>	
<u>Trail Maintenance (Including Boardwalk)</u>	
Trail repair/signage and amenities	
Boardwalk replacement	
Benches and garbage cans	
Confederation Trail repairs 24,000	
<u>Staff Clothing Allowance 9,000</u>	
<u>Outdoor Pools 22,000</u>	
<u>Parks Projects</u>	
Park Property Demarcations 2,000	
Invasive Species Removal 3,000	
VP Forestry & Acadian Forest mgmt 4,000	
Park infrastructure(signs, gbge cans, benches) 3,500	
Educational Outreach 3,000	
Public Slip - CYC 7,000	
VP Floating Dock 8,000	
Life Cycle Parks Buildings 10,000	
Total 40,500	

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2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Environment and Sustainability

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Environment and Sustainability				
Salaries and Benefits	541,144	520,391	832,355	12-1
Staff Development	10,750	11,861	11,696	12-1
Travel and Transportation	14,000	5,622	15,232	12-1
Meeting Expenses	2,500	1,708	2,720	12-1
Projects	467,476	190,865	858,952	12-1
Education and Communication	66,250	38,939	53,800	12-1
Miscellaneous	1,500	8,092	1,632	12-1
Equipment Repairs and Rentals	2,500	1,416	2,720	12-1
Community Neighbourhood Events	15,000	18,339	15,000	12-1
Less: Partner Funding	(290,221)	(31,625)	(258,700)	12-1
Wage Assistance Funding	-	(3,648)	(59,169)	12-1
Totals	830,899	761,960	1,476,238	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item

Environment and Sustainability

Account Name/Department:

Environment and Sustainability

Detailed Breakdown of Budget Item	Notes/Comments
<u>Salaries and Benefits</u> <u>Permanent</u> Environment and Sustainability Manager Forest and Environment Officer Climate Action Officer Urban Forestry Tech Energy Management Engineer <u>Contract</u> Urban Forest Tech Asst Program Admin Asst Water Coordinator Sustainability Project Coordinator Salaries and benefits	
832,355	
<u>Staff Development</u> Corporate Training Program In house Sustainability Workshops Professional Development, conference registration & travel	
11,696	
<u>Travel and Transportation</u> Travel and Transportation	
15,232	
<u>Meeting Expenses</u> Meeting Expenses	
2,720	
<u>Projects</u> Climate Challenge Fund - Resilient Homes, Parks & People Sustainable Procurement Natural Asset Management Watershed Grants Better Homes Neighbourhood Energy Project Pond Study, Health Assessments, Report Cards Nature - wildlife, invasive species, forestry, restoration Community Food Security (Urban Ag, Food recovery) Food - Stipends Living Shoreline/Protection Flood Protection Rebates EV Maintenance EV Chargers	
858,952	
<u>Education and Communication</u> Hosting a Public Speaker Series Build Inspired City branding momentum Monitoring and Communicating Progress	
53,800	
<u>Miscellaneous</u> Miscellaneous	
1,632	
<u>Equipment Repairs and Rentals</u> Equipment Repairs and Rentals	
2,720	
<u>Community Neighbourhood Events</u> Micro Grants Collaborative Projects, Partnership Building	
15,000	
<u>Partner Funding</u> Climate Challenge Fund - Resilient Homes, Parks & People Natural Asset Management Nature - wildlife, invasive species, forestry, restoration Living Shoreline/Protection Flood Protection Rebates Other	
(258,700)	
<u>Wage Assistance Funding</u> Wage Assistance Funding	
-	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Switch

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Switch				
Administrative Expenses	726,000	464,504	1,780,000	13-1
Bank Charges	2,000	-	-	13-1
Miscellaneous	52,000	4,382,463	-	13-1
Less: Partner Funding	(853,000)	(4,846,967)	(1,780,000)	13-1
Totals	(73,000)	-	-	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Switch

Account Name/Department: Switch

Detailed Breakdown of Budget Item	Notes/Comments
<u>Administrative Expenses</u> Administrative Expenses	1,780,000
<u>Bank Charges</u> Bank Charges	0
<u>Miscellaneous</u> Miscellaneous	0
<u>Partner Funding</u> Partner Funding	-1,780,000

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Planning

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Planning				
Salaries and Benefits	1,259,623	1,149,297	1,567,617	14-1
Office Supplies	17,000	10,209	12,000	14-1
Staff Development	36,000	21,687	42,000	14-1
Travel and Transportation	11,000	5,587	12,500	14-1
Design Review Board	15,500	2,434	17,100	14-1
Advertising and Communications	74,000	59,102	74,000	14-1
Miscellaneous	1,750	-	1,750	14-1
Planning Board Expenses	10,800	7,815	10,800	14-2
Planning Services	192,000	143,525	646,000	14-2
STR - Implementation and Enforcement	80,000	-	20,000	14-2
Totals	1,697,673	1,399,656	2,403,767	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Planning

Account Name/Department: Planning

Detailed Breakdown of Budget Item	Notes/Comments
<u>Salaries</u>	
Manager (1), Assistant Manager (1)	
Planners (5)	
Chief Building Inspector (1), Building Inspectors (2), Development Officer (1)	
Heritage Officer (1), Heritage Researcher (1)	
Intake Officer/Administrative Assistant (1), Technical Assistant (1)	
	1,283,214
<u>Benefits</u>	
Statutory Deductions	71,689
Workers Compensation	16,185
Pension plan	146,489
Health	50,039
Total	284,403
Total	1,567,617
<u>Office Supplies</u>	
Office supplies, digital supplies,	
Photocopier	
Technical resources, books	12,000
<u>Staff Development</u>	
Books and materials, memberships	
Training & staff development re accreditation	
Conferences (API & CIP)	
Inspectors - Bldg Code (new Energy Component)	42,000
<u>Travel and transportation</u>	
Mileage for Inspectors and	
Planning staff and Elected Official	12,500
<u>Design Review Board</u>	
Committee Stipends	6,000
Meeting Expenses	3,600
Affordable Housing Design Review	7,500
Total	17,100
<u>Advertising and Communications</u>	
Advertising for rezonings, variances	
and public meetings, information	74,000
<u>Miscellaneous</u>	
Miscellaneous	1,750

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Planning

Account Name/Department: Planning

Detailed Breakdown of Budget Item	Notes/Comments
<u>Planning Board Expenses</u>	
Committee stipends	10,800
<u>Planning Services</u>	
Reports and Plans	646,000
<u>STR - Implementation and Enforcement</u>	
STR - Implementation and Enforcement	20,000

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2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Heritage

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Heritage				
Office Supplies	2,000	2,749	2,000	15-1
Staff Development	4,000	1,751	5,000	15-1
Meeting Expenses	2,000	969	3,600	15-1
Projects	6,000	-	6,000	15-1
Advertising and Communications	500	66	500	15-1
Grants	95,000	46,216	80,000	15-1
Committee Expenses	6,000	1,300	6,000	15-1
Heritage Area Study	20,000	20,000	20,000	15-1
Totals	135,500	73,051	123,100	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Heritage

Account Name/Department: Heritage

Detailed Breakdown of Budget Item	Notes/Comments
<u>Office Supplies</u> Office supplies, computers, software, etc. Photo acquisition and Archive retrieval	
2,000	
<u>Staff Development</u> Memberships, Heritage Canada Conference Training	
5,000	
<u>Meeting Expenses</u> Meeting Expenses	
3,600	
<u>Projects</u> Heritage week, awards, building plaques Heritage promotion	
6,000	
<u>Advertising and Communications</u> Advertising and Communications	
500	
<u>Grants</u> Heritage Grant Program Up to \$5,000 per residential property promoting demonstration projects	
60,000	
Heritage Tax Program Tax Incentive Program to encourage development of Heritage properties: 31-49 Queen Street (Yr 8 of 10) 55 Weymouth Street (Yr 5 of 5) 32 Queen Street (Yr 5 of 5) 267 Richmond Street (Yr 5 of 5) 93 Pownal Street (Year 3 of 5)	
20,000	
Total	80,000
<u>Committee Expenses</u> Committee Stipends	
6,000	
<u>Heritage Area Study</u> Illustrated Design Guideline Manual	
20,000	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Economic Development, Tourism and Culture

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Economic Development, Tourism				
<u>Economic Development</u>				
Salaries & Benefits	-	21	487,069	16-1
Fees and Memberships	271,000	268,891	271,100	16-1
Staff Development	3,000	1,529	3,000	16-1
Travel and Transportation	500	-	500	16-1
Equipment Repairs and Rentals	1,000	742	1,000	16-1
Business Development	40,000	21,576	71,000	16-1
Business Improvement Area (BIA)	357,752	357,752	363,201	16-1
Marketing and Development	15,000	6,577	15,000	16-1
Investment Program	197,953	186,552	235,000	16-1
Less: Partner Funding	(17,875)	-	-	16-1
Economic Development Total	868,330	843,640	1,446,870	
<u>Tourism</u>				
Memberships and Partnerships	13,200	6,049	13,200	16-2
Tourism	5,000	543	5,000	16-2
Staff Development	8,500	6,207	8,500	16-2
Travel and Transportation	500	47	500	16-2
Advertising and Communications	2,500	2,640	3,000	16-2
Miscellaneous	500	278	500	16-2
Equipment Repairs and Rentals	1,000	975	1,500	16-2
Public Relations/Annual Civic Events	237,500	298,093	240,000	16-2
Less: Partner Funding	-	(120,000)	-	16-2
Tourism Total	268,700	194,832	272,200	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Economic Development, Tourism and Culture

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Event Attraction, Arts and Culture				
<u>Event Attraction</u>				
Staff Development	2,000	1,491	2,000	16-3
Travel and Transportation	5,000	1,573	5,000	16-3
Miscellaneous	1,000	457	1,000	16-3
Equipment Repairs and Rentals	1,000	55	1,500	16-3
Business/Community Development	554,850	565,181	575,000	16-3
Partner Funding	-	(42,500)	-	16-3
Event Attraction Total	563,850	526,257	584,500	
<u>Arts and Culture</u>				
Miscellaneous	750	557	750	16-4
Grants	458,774	338,019	492,047	16-4
Cultural Initiatives	41,000	41,070	62,500	16-4
Arts and Culture Total	500,524	379,646	555,297	
Department Totals	2,201,404	1,944,375	2,858,867	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Economic Development

Account Name/Department: Economic Development

Detailed Breakdown of Budget Item	Notes/Comments
<u>Salaries & Benefits</u>	Moved from City Government
Manager of Economic, Tourism and Cultural Development	
Event Management & Tourism Officer	
Culture & Economic Coordinator	
Civic Engagement & Events Coordinator	
Civic Events & Tourism Assistant (1 x 8.5 month contract)	
Senior Visitor Information Coordinator (1 x seasonal)	
Visitor Information Coordinator (3 x seasonal)	
487,069	
<u>Fees and Memberships</u>	
EDAC/Other 7,600	
Chamber of Commerce 1,500	
Civic Centre - Marketing 50,000	
Civic Centre - Game Day Expenses 55,000	
Charlottetown Islanders 157,000	
Total 271,100	
<u>Staff Development</u>	
Staff Development 3,000	
<u>Travel and Transportation</u>	
Travel and Transportation 500	
<u>Equipment Repairs and Rentals</u>	
To maintain, purchase or replace as required (office, cell phone, etc.) 1,000	
<u>Business Development</u>	
Preparation of reports, conceptual plans etc. 1,000	
Newcomer Retention Events 5,000	
Development Opportunities 40,000	
Total 46,000	
<u>Business Improvement Area</u>	
Business Improvement Area 363,201	
<u>Marketing and Development</u>	
Marketing Initiatives / Materials 15,000	
<u>Incentive Programs</u>	
<i>Tax Incentive Program</i> 140,000	
2950243 Canada Inc. – 141 Kent Street (year 7 of 10)	
Canada's Island Garden Inc – 7 Innovation Way (year 3 of 5)	
80 Grafton Street Inc. – 80 Grafton Street (year 3 of 5)	
102296 PEI Inc. – 7 Pownal Street (year 2 of 5)	
<i>Affordable Housing Program</i> 95,000	
Ellis & Birt Ltd. – 30 Norwood Road (year 4 of 10)	
Kings Square Affordable Housing Corp. – 96 Patterson Drive (year 2 of 20)	
5458 Sherwood Holdings Inc. – 54/58 Sherwood Road (year 1 of 10)	
Total 235,000	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item

Tourism & Civic Celebrations

Account Name/Department: Economic Development

Detailed Breakdown of Budget Item		Notes/Comments
<u>Memberships and Partnerships</u>		
Event Atlantic	2,500	
TIAPEI	900	
ECMA	5,000	
CCCO	4,800	
	<u> </u>	
Total		13,200
		<u> </u>
<u>Visitor Information Centre</u>		5,000
		<u> </u>
<u>Staff Development</u>		
Staff Development		8,500
		<u> </u>
<u>Travel and Transportation</u>		
Travel and Transportation		500
		<u> </u>
<u>Advertising and Communications</u>		
Advertising and Communications		3,000
		<u> </u>
<u>Miscellaneous</u>		
Miscellaneous		500
		<u> </u>
<u>Equipment Repairs and Rentals</u>		
Equipment Repairs and Rentals		1,500
		<u> </u>
<u>Community Relations/Civic Events</u>		
Civic Celebrations	185,500	
Community Engagement	32,000	
Partnerships	22,500	
	<u> </u>	
Total		240,000
		<u> </u>

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item

Event Management

Account Name/Department: Economic Development

Detailed Breakdown of Budget Item		Notes/Comments
<u>Staff Development</u>		
Staff Development	2,000	
<u>Travel and Transportation</u>		
Travel and Transportation	5,000	
<u>Miscellaneous</u>		
Committee meetings, courier service, business cards, etc.	1,000	
<u>Equipment Repairs and Rentals</u>		
Equipment Repairs and Rentals	1,500	
<u>Business/Community Development</u>		
Hosting	413,500	
Development and Attraction	50,000	
Memberships	9,000	
Promotions and Materials	17,500	
Partnerships and Initiatives	85,000	
Total	575,000	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Arts & Culture

Account Name/Department: Economic Development

Detailed Breakdown of Budget Item		Notes/Comments
<u>Miscellaneous</u>		
Miscellaneous	750	
<u>Grants</u>		
Confederation Centre of the Arts - Grant in Lieu of Taxes	280,682	
Confederation Centre of the Arts - Operating Grant	50,000	
Arts Guild - Grant in Lieu of Taxes	16,315	
Arts Guild - Operating Grant	55,000	
Library Support	68,000	
Miscellaneous Grants	22,050	
Total	492,047	
<u>Cultural Initiatives</u>		
Art in the Open	16,000	
Temporary Art Projects	15,000	
Advisory Board projects	9,000	
Arts & Culture Micro-Initiatives	2,500	
Public Art Map and Inventory	5,000	
Public Art - Fiona Reclaimed Wood	10,000	
Creative City Network of Canada	5,000	
Total	62,500	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Human Resources

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Human Resources				
Salaries and Benefits	818,614	642,584	1,061,371	17-1
Office Supplies	1,000	808	1,088	17-1
Employee Services	30,000	19,789	32,640	17-1
Payroll Services	140,000	142,326	152,320	17-1
Contract Services	60,000	12,553	65,280	17-1
Organizational Development	40,000	359	97,920	17-1
Staff Development	30,000	16,722	38,080	17-1
Miscellaneous	5,000	3,836	5,440	17-1
Small Misc. Equipment	3,000	717	3,264	17-1
Employee Assistance Program	20,000	8,795	21,760	17-1
Totals	1,147,614	848,489	1,479,163	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Human Resources

Account Name/Department: Human Resources

Detailed Breakdown of Budget Item		Notes/Comments
<u>Salaries</u>		
HR Manager		
Senior Employee Relations Officer		
Occupational Health and Safety Officer		
Mental Health & Safety Officer		
Payroll Services Officer and Payroll Assistant		
HR Executive Assistant		
Recruitment Coordinator		
HR Coordinator		
	798,526	
<u>Benefits</u>		
	262,846	
	Total	1,061,371
<u>Office Supplies</u>		
HR form printing services and office supplies		
	1,088	
<u>Employee Services</u>		
Recognition programs, service awards, special events, etc.		
	32,640	
<u>Payroll Services</u>		
Payroll/HR information system		
	152,320	
<u>Contract Services</u>		
Arbitrations & Negotiation services, events, and space rental		
Special projects, mediation services, etc.		
	65,280	
<u>Organizational Development</u>		
Workshops and training sessions		
for City employees and Management		
Leadership Development and Team Building Facilitation		
New Performance management system project		
	97,920	
<u>Staff Development</u>		
In-house training & materials		
Professional dues and memberships		
HR staff registration to conferences &		
courses including travel costs		
	32,640	
Committee Chair Training & Development		
	5,440	
	Total	38,080
<u>Miscellaneous</u>		
Miscellaneous		
	5,440	
<u>Small Misc Equipment</u>		
Small Misc Equipment		
	3,264	
<u>Employee Assistance Program</u>		
EAFP Services and critical incident debriefings		
	21,760	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Strategic Priorities & Intergovernmental Cooperation

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Strategic Priorities and Intergovernmental Cooperation				
Professional Services	40,000	-	30,000	18-1
Travel and Transportation	6,000	-	5,000	18-1
Meeting Expenses	7,000	2,281	4,000	18-1
Advertising & Communications	-	-	13,500	18-1
Projects	80,000	5,980	115,000	18-1
Miscellaneous	2,000	150	500	18-1
Totals	135,000	8,411	168,000	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Strategic Priorities and Intergovernmental Cooperation

Account Name/Department: Strategic Priorities and
Intergovernmental Cooperatio

Detailed Breakdown of Budget Item	Notes/Comments
<u>Professional Services</u>	30,000
<u>Travel and Transportation - Elected Officials</u>	5,000
<u>Meeting Expenses - Meals</u>	4,000
<u>Advertising & Communications</u>	13,500
<u>Projects</u>	115,000
<u>Miscellaneous</u>	500

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Transit

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Transit				
Projects	350,000	296,466	305,000	19-1
Miscellaneous	2,500	-	2,720	19-1
Grants	60,000	45,000	60,000	19-1
Transit Contract	1,597,000	1,538,784	2,089,127	19-1
Shelter Maintenance	75,000	60,764	75,000	19-1
Less Funding Partner Contribution	(425,000)	(1,011)	(180,000)	19-1
Totals	1,659,500	1,940,003	2,351,847	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Transit

Account Name/Department: Transit

Detailed Breakdown of Budget Item	Notes/Comments
<u>Projects</u>	
Projects	305,000
<u>Miscellaneous</u>	
Miscellaneous	2,720
<u>Grants</u>	
Pat and the Elephant	60,000
<u>Transit Contract</u>	
Includes HST and fuel subsidy	2,089,127
<u>Shelter Maintenance</u>	
Shelter Maintenance	75,000

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Information Technology

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Information Technology				
Computer Supplies	8,000	6,321	10,000	20-1
Network Support and Maintenance Agreements	484,600	285,118	469,500	20-1
Service Level Agreements/Hosting	71,000	54,353	77,000	20-1
Desktop Software Subscriptions/Purchases	69,000	76,887	103,000	20-1
Internet/Network	65,000	42,099	70,000	20-2
Staff Development	10,000	704	10,000	20-2
Travel and Transportation	1,500	1,429	2,000	20-2
Phones	350,000	319,822	395,000	20-2
Totals	1,059,100	786,733	1,136,500	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Information Technology

Account Name/Department: Information Technology

Detailed Breakdown of Budget Item	Notes/Comments
<u>Computer supplies</u> Backup media, PC Accessories Data patch cables, Adapters etc. 10,000	
<u>Network Support and Maintenance Agreements</u> Axon - Video editing with audit functions Fraxion Server backups and Disaster Recovery Storagepipe (email backups) Penetration Testing Security Sensor + SOC Nuvollo Cloud Hosting PROS - Police Reporting & Occurrence System Digital Evidence Inc. - Electronic Ticketing System ESO (Firehouse) Livescan fingerprint system (User access fees) Cellebrite cell phone analytics LAMA or Cityworks maintenance Crash Data Analytics Everbridge System - EMO Book King - Facilities Scheduling ESRI Total 469,500	
<u>Service Level Agreements/Hosting</u> Endeavour SLA City Portal - Web Site Pitney Bowes Supplies Konica Minolta - Copier Lease De Lage Landen - Plotter Lease Pitney Bowes Lease RFS Canada - Copier Lease (Fire/EMO) Ricoh Meter Reads (City Hall MFPs) Wildcard Certificate (every 3 years) Total 77,000	
<u>Desktop Software Subscriptions/Purchases</u> Office 365 Business Premium - Includes Outlook, Word, Excel, Powerpoint, OneNote Access, OneDrive, SharePoint, Teams Email Hosting AutoCAD + Other Software (as needed) PDF Editing licenses/subscriptions Total 103,000	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item

Information Technology

Account Name/Department: Information Technology

Detailed Breakdown of Budget Item	Notes/Comments
<u>Internet/Network</u>	
Internet/Network	70,000
<u>Staff Development</u>	
Professional Development	10,000
<u>Travel and Transportation</u>	
Travel, mileage	2,000
<u>Phones</u>	
Land lines bldg security and Fiber Modems	
Mobility (Smart Phones and Data Modems)	
Radios (PICS is \$100,000 per year)	395,000

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2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Other

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Other				
Agreements and Grants	3,389,358	3,442,532	3,096,300	21-1
Stipends to Citizen Representatives	50,400	17,600	50,400	21-1
Elections	75,000	147,014	75,000	21-1
Vehicle Registration	4,000	3,545	4,000	21-1
Extraordinary Expenditure	2,500,000	2,493,158	2,500,000	21-1
Totals	6,018,758	6,103,849	5,725,700	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item
Other

Account Name/Department: Other

Detailed Breakdown of Budget Item		Notes/Comments
<u>Agreements</u>		
1	Airport Authority	295,000
2	CARI - Property Taxes	135,000
3	CARI - Operations	985,000
4	Civic Centre - Operations	1,000,000
	Agreements Subtotal	2,415,000
<u>Grants</u>		
1	Seniors Active Living Center	15,000
2	Sport PEI	60,000
3	Bedford MacDonald House	15,000
4	Miscellaneous	3,300
5	2023 Canada Games	-
6	Charlottetown Yacht Club	7,000
7	Boys and Girls Club	20,000
8	Queen Elizabeth Hospital Foundation	20,000
9	Friends of Farm	2,000
10	Confederation Racing Series	5,000
11	Kidssport	10,000
12	Special Olympics	15,000
13	Meals on Wheels	5,500
14	Young at Heart Theatre	3,500
15	New Grants	500,000
	Grants Subtotal	681,300
	Total	3,096,300
<u>Stipends to Citizen Representatives</u>		
	Youth Advisory Board (7 members)	8,400
	Seniors Advisory Board (7 members)	8,400
	Civic Board for Persons with Disabilities (7 members)	8,400
	Arts Advisory Board	8,400
	Affordable Housing Board	8,400
	Active Transportation Board	8,400
	Total	50,400
<u>Elections</u>		
	Reserve for election expenses	75,000
<u>Fleet Management</u>		
	Vehicle Registration	4,000

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Tourism Accommodation Levy

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Tourism Accommodation Levy				
TAL Grants	1,128,480	1,283,969	1,743,500	22-1
TAL Administrative Expenses	34,970	46,573	54,000	22-1
TAL Meeting Expenses	1,500	19	1,500	22-1
TAL Miscellaneous	500	-	500	22-1
TAL Bank Service Charges	200	423	500	22-1
Totals	1,165,650	1,330,984	1,800,000	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item

Tourism Accomodation Levy

Account Name/Department: Tourism Accomodation Levy

Detailed Breakdown of Budget Item	Notes/Comments
<u>TAL Revenue</u>	
Tourism Accomodation Levy Collected	1,800,000
<u>TAL Grants</u>	
Discover Charlottetown	581,167
Meetings and Conventions PEI	581,166
S.E.R.F Events	<u>581,167</u>
	1,743,500
<u>TAL Administrative Expenses</u>	
TAL Administrative Expenses	54,000
<u>TAL Meeting Expenses</u>	
Meeting Expenses	1,500
<u>TAL Miscellaneous</u>	
Miscellaneous	500
<u>TAL Bank Service Charges</u>	
Bank Service Charges	500

Charlottetown Water and Sewer

2023/24 Budget

March 31, 2023

2023/24 BUDGET - CITY OF CHARLOTTETOWN

	2022/23	2022/23	2023/24
Revenue	Budget	Forecast	Budget
Metered Sales	11,437,290	11,603,363	11,953,772
Unmetered Sales	294,550	251,358	100,000
Fire Protection	1,211,858	1,211,858	1,318,502
Penalties	90,000	115,724	90,000
Services Billed	220,000	(4,900)	255,000
Miscellaneous	73,500	54,490	38,500
Sludge Handling	252,000	243,950	274,176
Wastewater Treatment Fees	600,000	403,617	525,000
Water and Sewer Municipal Capital Expenditure Grant	1,000,000	600,000	600,000
Total Water and Sewer Operating Revenue	15,179,198	14,479,460	15,154,949
Total Water and Sewer Operating Expenditures	15,248,218	14,239,953	15,643,552
Subtotal	(69,020)	239,507	(488,603)
Prior Year Operating Surplus (Deficit)	74,897	544,373	783,880
Water and Sewer Surplus (Deficit)	5,877	783,880	295,277

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item

Charlottetown Water and Sewer

Account Name/Department: Water and Sewer

Detailed Breakdown of Budget Item	Notes/Comments
<u>Metered Sales</u>	11,953,772
<u>Unmetered Sales</u>	100,000
<u>Fire Protection</u> Charge to the City for hydrant services	1,318,502
<u>Penalties</u> Interest charges for late payment	90,000
<u>Services Billed</u> Miscellaneous charges billed to customers including turn on and blocked sewers	255,000
<u>Miscellaneous</u> Deposit interest, vehicle sales, management fees, capital contribution, and other	38,500
<u>Sludge Handling</u>	274,176
<u>Wastewater Treatment Fees</u>	525,000
<u>Municipal Capital Expenditure Grant</u>	600,000

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Account Name/Department

Charlottetown Water and Sewer

Budget Item	2022/23 Budget	2022/23 Forecast	2023/24 Budget	Sched. No.
Water and Sewer				
Salaries and Benefits	4,233,456	3,701,905	4,523,400	23-1
Solicitor and Consulting Fees	101,130	88,644	126,250	23-2
Office Supplies and Postage	100,420	67,530	97,070	23-2
Professional Auditing Services	35,000	24,393	35,000	23-2
Staff Development	56,868	52,312	72,250	23-2
Travel and Transportation	38,350	7,665	38,950	23-2
Advertising and Communications	5,500	414	5,000	23-2
Meeting Expenses	5,660	4,974	6,660	23-2
Clothing	82,566	61,407	82,477	23-3
Miscellaneous	3,300	263,160	47,300	23-3
Insurance	153,113	150,382	161,100	23-3
Heating Fuel	46,484	38,389	48,684	23-3
Phones and Radios	82,660	42,446	69,620	23-3
Electric	1,214,597	1,103,362	1,242,702	23-3
Service Contracts	92,641	99,198	122,641	23-4
Committee Expenses	180,000	180,000	180,000	23-4
Elections	20,000	20,000	20,000	23-4
Property Taxes	36,100	35,620	37,100	23-4
Gas and Oil	102,303	98,448	112,624	23-4
Equipment Repairs and Rentals	1,146,240	1,009,973	1,129,845	23-4
Vehicle Repairs and Maintenance	65,025	47,561	58,400	23-4
Water & Sewer Infrastructure Repairs & Maintenance	500,875	681,669	617,818	23-5
Repairs and Maintenance - Buildings	747,268	703,474	832,257	23-5
Grants	56,000	32,000	56,000	23-5
Infrastructure Replacement	201,492	166,608	216,253	23-5
Asphalt	103,570	104,965	121,625	23-5
Backhoe Rental	54,550	38,752	54,550	23-5
Chemicals	378,050	295,243	405,275	23-5
Interest on Long Term Debt	1,580,000	1,568,541	1,562,700	23-6
Depreciation	3,500,000	3,500,000	3,450,000	23-6
Water Conservation	60,000	16,109	60,000	23-6
Extraordinary Expenditures	265,000	34,809	50,000	23-6
Total	15,248,218	14,239,953	15,643,552	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item

Charlottetown Water and Sewer

Account Name/Department: Water and Sewer

Detailed Breakdown of Budget Item	Notes/Comments
<u>Salaries</u>	
Manager	
Senior Finance Officer	
Works Superintendent	
Works Field Supervisor	
Projects Officer	
Operations Clerk	
Accounting/Operations Clerk	
Engineering Technician I	
Engineering Technician II	
GIS Technician	
Clerical/Computer Operator	
A/R Computer Clerk	
Outside Workers included	
Pollution Control Plant Superintendent	
Pollution Control Plant Technician I	
Pollution Control Plant Technician II	
Pollution Control Plant Technicians' Assistant	
Pollution Control Plant Operator Lab Technicians	
Administrative	
345,222	
Works and Engineering	
2,402,499	
Pollution Control Plant	
958,251	
3,705,972	
<u>Benefits</u>	
Administrative	
83,817	
Works and Engineering	
548,269	
Pollution Control Plant	
184,341	
816,428	
Total	
4,522,400	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item

Charlottetown Water and Sewer

Account Name/Department: Water and Sewer

Detailed Breakdown of Budget Item		Notes/Comments
<u>Solicitor and Consulting Fees</u>		
Administrative	35,200	
Works and Engineering	2,500	
Pollution Control Plant	88,550	
Total	126,250	
<u>Office Supplies and Postage</u>		
Administrative	13,000	
Works and Engineering	26,805	
Pollution Control Plant	12,265	
Postage	45,000	
Total	97,070	
<u>Professional Auditing Services</u>		
Cost for annual audit conducted on the City accounts (Utility share)		
		35,000
<u>Staff Development</u>		
Administrative - staff	5,000	
Works and Engineering		
Staff training & conventions	40,740	
Pollution Control Plant - staff	26,510	
Total	72,250	
<u>Travel and transportation</u>		
Works and Engineering	31,800	
Pollution Control Plant	7,150	
Total	38,950	
<u>Advertising and Communications</u>		
Advertising/media		5,000
<u>Meeting Expenses</u>		
Works and Engineering	1,700	
Pollution Control Plant	3,960	
Total	5,660	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item

Charlottetown Water and Sewer

Account Name/Department: Water and Sewer

Detailed Breakdown of Budget Item		Notes/Comments
<u>Clothing</u>		
Works and Engineering	42,822	
Pollution Control Plant	<u>39,655</u>	
Total		<u>82,477</u>
<u>Miscellaneous</u>		
Administrative	2,300	
Works and Engineering	<u>-</u>	
Total		<u>2,300</u>
<u>Insurance</u>		
Policy premium and deductibility		
Vehicle, buildings, cyber and liability		
Works and Engineering	92,100	
Pollution Control Plant	44,000	
Insurance Claims	<u>25,000</u>	
Total		<u>161,100</u>
<u>Heating Fuel</u>		
Works and Engineering	29,984	
Pollution Control Plant	<u>18,700</u>	
Total		<u>48,684</u>
<u>Phones and Radios</u>		
Administrative	7,500	
Works and Engineering	40,000	
Pollution Control Plant	14,080	
Radios	<u>8,040</u>	
Total		<u>69,620</u>
<u>Electric</u>		
Water stations	364,837	
Sewer stations	90,359	
Pollution Control Plant	143,183	
Pollution Control Plant - Plant Only	<u>644,324</u>	
Total		<u>1,242,702</u>

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item

Charlottetown Water and Sewer

Account Name/Department: Water and Sewer

Detailed Breakdown of Budget Item	Notes/Comments
<u>Service Contracts</u>	
Computer software and support services	
Administrative	100,000
Works and Engineering	<u>22,641</u>
Total	<u>122,641</u>
<u>Committee Expenses</u>	
Stipends and expenses of Councillors estimated at 33% to be allocated to the Utility	
Stipends and expenses	<u>180,000</u>
<u>Elections</u>	
Share of cost for year 2018	
Municipal Election	<u>20,000</u>
<u>Property Taxes</u>	
Station Properties	
Works and Engineering	31,100
Pollution Control Plant	<u>6,000</u>
Total	<u>37,100</u>
<u>Gas and Oil</u>	
Motor Vehicles	
Works and Engineering	105,474
Pollution Control Plant	<u>7,150</u>
Total	<u>112,624</u>
<u>Equipment Repairs and Rentals</u>	
Works and Engineering	108,535
Pollution Control Plant	<u>1,021,310</u>
Total	<u>1,129,845</u>
<u>Vehicle Maintenance and Repairs</u>	
Works and Engineering	58,400
Pollution Control Plant	<u>-</u>
Total	<u>58,400</u>

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item

Charlottetown Water and Sewer

Account Name/Department: Water and Sewer

Detailed Breakdown of Budget Item		Notes/Comments
Repairs and Maintenance		
<u>(Water and Sewer Infrastructure)</u>		
Water system	494,494	
Sewer system	<u>123,324</u>	
Total		617,818
<u>Repairs and Maintenance (Buildings)</u>		
Water stations	340,840	
Sewer stations	133,320	
Facility rental	205,000	
Pollution Control Plant	<u>153,097</u>	
Total		832,257
<u>Grants</u>		
Grants		<u>56,000</u>
<u>Infrastructure Replacement</u>		
Replacement of water mains, sewer laterals, hydrants, meters, etc.		
Water system	106,911	
Sewer system	<u>109,342</u>	
Total		216,253
<u>Asphalt</u>		
Water system	73,719	
Sewer system	<u>47,906</u>	
Total		121,625
<u>Backhoe Rental</u>		
Water system	48,800	
Sewer system	<u>5,750</u>	
Total		54,550
<u>Chemicals</u>		
Works and Engineering	143,950	
Pollution Control Plant	<u>261,325</u>	
Total		405,275

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item

Charlottetown Water and Sewer

Account Name/Department: Water and Sewer

Detailed Breakdown of Budget Item	Notes/Comments
<u>Debt Charges</u>	
Loan and Debenture Interest	
1,505,000	
Service Charges	
55,000	
Serial bond loss	
2,700	
Total	1,562,700
<u>Depreciation</u>	
Depreciation	
3,450,000	
<u>Water Conservation</u>	
Water Conservation	
60,000	

2023/24 BUDGET - CITY OF CHARLOTTETOWN

Budget Item

Charlottetown Water and Sewer

Account Name/Department: Water and Sewer

Detailed Breakdown of Budget Item			Notes/Comments
	2023 Balance	2023/24 Principal	2023/24 Interest
<u>Financial Institution</u>			
(26) Debenture Issue - 2004 to 2024	723,824	475,277	35,097
(21 - 22) CMHC 2030	1,446,308	158,505	53,659
(1) RBC 2010 Swap	4,214,400	489,200	181,444
(23 - 25) CMHC 2031	1,872,668	177,399	77,729
(4)TD 2012 20 Year	2,102,964	201,149	58,326
(6) TD 2013 20 Year	2,030,405	156,627	87,477
(7) CIBC 2018 20 Year	7,383,750	495,000	195,856
(27) TD 2019 Loan	14,357,889	476,446	406,989
New Debt	-	-	408,423
Subtotal	34,132,208	2,629,602	1,505,000
Total Debt Servicing (Interest & Principal)			3,726,179
Serial bond loss			2,700
Service Charges			55,000

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City of Charlottetown

2023/24 Capital Budget

March 31, 2023

**City of Charlottetown and Charlottetown Water & Sewer
2023/24 Capital Budget**

Budget by Department	2022-23 Capital Budget	2023-24 Capital Budget
City Capital Budget		
Public Works:		
Urban Beautification	250,000	415,000
Municipal Buildings	18,195,000	3,780,000
Traffic and Pedestrian Signals	665,000	690,000
Street Lighting	100,000	150,000
Parkades	5,000,000	2,500,000
Land/Property Acquisitions	500,000	150,000
Street Rehabilitation/Intersection Upgrades	10,451,000	21,952,760
Sidewalks	1,990,000	2,938,000
Multipurpose Trails	1,740,900	3,608,900
Storm Water Management	4,240,000	2,050,000
Public Works Fleet	1,747,000	3,675,000
Parks and Recreation	31,332,728	35,980,859
Fire Department/Emergency Preparedness	3,026,016	4,130,814
Police	463,200	250,346
Community Sustainability	1,899,200	925,341
Transit	6,233,000	22,758,050
Information Technology	627,500	815,000
Bell Aliant Centre (CARI)	404,298	845,000
Eastlink Centre	1,045,500	1,346,352
Contingency	500,000	
Total City Capital Projects	90,410,342	108,961,423
Less: External Partner Funding	(30,882,817)	(50,299,847)
Net City Capital Budget	59,527,525	58,661,576
Water and Sewer Capital Budget		
Water and Sewer Utility	13,400,000	14,375,000
Less: Partner Funding	(8,673,080)	(7,379,835)
Net Water And Sewer Utility	4,726,920	6,995,165
Total Charlottetown and Utility Capital Budget	\$ 64,254,445	\$ 65,656,741

City of Charlottetown and Charlottetown Water & Sewer

2023/24 Capital Budget

Public Works	Budget	Notes/Comments
Land Improvement-Tree Planting	50,000	
Land Improvement-Downtown Street Corners	50,000	
Sidewalks-Streetscape Replacement	35,000	
Christmas Display Replacements	25,000	
Equipment- Event Equipment Replacement	70,000	
Equipment Replacement	35,000	
Kent Street Landscaping Plan - Phase II	150,000	
Total Urban Beautification	415,000	
Various Civic Buildings - Misc Large Maintenance	150,000	
Municipal Buildings Energy Performance Upgrades	525,000	
Municipal Buildings - Security Upgrades	150,000	
Municipal Buildings - Furniture & Fixtures	100,000	
City Hall Upgrades	200,000	
MacAleer Upgrades	700,000	
Fire Station 1 Repairs	25,000	
Sherwood Rec. Hall Upgrades	15,000	
West Royalty Comm. Centre Upgrades	100,000	
Hillsborough Park Comm. Centre Upgrades	580,000	
CPS -10 Kirkwood Dr- Building	103,000	
Heartz Hall Upgrades	400,000	
MacAleer Drive New Building	510,000	
Mt Edward Rd Transit Build	205,000	
70 Kent Street	17,000	
Total Municipal Buildings	3,780,000	
Traffic/Parking- Roads- New Traffic Lights	150,000	
Traffic/Parking-Signage Upgrades	100,000	
Traffic /Parking- Smart Intersection	100,000	
Traffic/Parking- Traffic Equipment	15,000	
Traffic/Parking - Traffic Calming	50,000	
Traffic/Parking- School Zone	75,000	
Traffic/Parking- Pedestrian Crossings	200,000	
Total Traffic and Pedestrian Signals	690,000	
St Lighting -Fitzroy St - Rochford St to Terry Fox Dr	150,000	
Total Street Lighting	150,000	
Pownal St- Structural Rehabilitation	2,500,000	
Total Parkades Major Repairs	2,500,000	
Property Acquisitions	150,000	
Total Property Acquisitions	150,000	

City of Charlottetown and Charlottetown Water & Sewer

2023/24 Capital Budget

Public Works	Budget	Notes/Comments
Roads-Street Resurfacing	3,500,000	
Streets - Engineering	500,000	
Streets- Street Rehabilitation- Eastern Gateway - Ph 1		
Streets - Contingency	200,000	
Beach St/Park Corner Connector	802,760	
St Peters Rd/Belvedere Roundabout	100,000	
University Ave Rehabilitation - Phase 1	5,500,000	
Seaview Blvd Reconstruction	2,000,000	
Passmore St Reconstruction	1,100,000	
Spencer Drive Extension	3,000,000	
Total Street Rehab/Intersection Upgrades	21,952,760	
Sidewalks-Sidewalks and curb materials	425,000	
Sidewalk & Curb-Equipment	50,000	
Sidewalk-Grafton St	450,000	
Sidewalk-Engineering	100,000	
Wedgewood Ave-Brows Lane to Gordon Dr	645,000	
Westridge Cres-Westcomb Cres to Wilmont Lane	470,000	
West Ridge Cres - Wilmont Ln to Patterson	345,000	
Irwin Dr - Gates Dr to Malpeque Rd	303,000	
University Ave - Capital Dr to Buchannon Dr	150,000	
Total Sidewalks	2,938,000	
Multipurpose Trail-Grafton St - Edward St to Hilsborough Bridge	570,900	
Cedar Ave - Brackley Pt Rd to Lincolnwood Dr.	942,500	
Lilac Dr - Ash Dr to Shamrock Dr	240,500	
East Royalty Rd - MacRae Dr to MacWilliams Rd	1,105,000	
Towers Rd - Mt Edward Rd to Mall Entrance	750,000	
Total Multipurpose Trails	3,608,900	
Storm Water Equipment	50,000	
Water/Sewer/Storm- Pipe & Catch Basin Materials	400,000	
Water/Sewer/Storm Contractor Services	350,000	
Water/Sewer-/Storm -Large Culvert Replacement	1,000,000	
Water/Sewer/Storm -Water Street Replacement	250,000	
Total Storm Water Management	2,050,000	
Large Fleet Replacement - Public Works	2,130,000	
Small Fleet Replacement - Public Works	605,000	
Small Fleet Replacement - Parks & Rec	560,000	
Small Fleet Replacement - Police	380,000	
Total Fleet	3,675,000	
Total Public Works	41,909,660	
Less: External Partner Funding	(7,225,000)	
Total Public Works Net of External Funding Capital Budget	34,684,660	
Total Public Works Net of External Funding from Previous Budgets	7,136,660	
Total Public Works Net of External Funding new in 2023/24	27,548,000	

City of Charlottetown and Charlottetown Water & Sewer

2023/24 Capital Budget

Parks and Recreation	Budget	Notes/Comments
Arenas - Simmons - Capital Repairs	27,103	
Arenas - Cody Banks - Capital Repairs	100,314	
Parks - Playground Equipment/ Park Development	487,267	
Parks-Victoria Park Plan Dev	203,753	
Parks - Confederation Landing Upgrades	114,817	
Parks-Sport Field Dev/Upgrades	100,000	
Parks - Winsloe Soccer Complex	2,700	
Parks - Development of a Dog Park in Downtown or Other area	20,000	
Parks -Land Improvement- J. Frank McAulay Park Pathways Restortation	200,000	
Parks - Land Improvement-Hermitage Creek Trail Development	15,286	
Parks - Land Improvement-Andrews Pond Trail Development	29,849	
Parks -Land Improvement- Acadian Drive Trails Restoration	15,000	
Parks -Land Improvement Victoria Park Shoreline Protection	1,080,000	
Arena - Simmons Replacement	30,000,000	
Parks- Peakes Wharf Washrooms (partnership)	25,000	
Parks - East Royalty Lagoon - Park Developemnt	147,000	
Parks - Round House Park Development	330,000	
Parks - East Royalty Landfill Old Road Restoration and AT Pathway	650,000	
Parks - Parkman Park Trail Development	156,770	
Parks - Shortcut Pathway (Terry Fox Drive to Brighton Road)	80,000	
Parks - Parks and Open Space Master Plan	100,000	
Parks- Confederation Trail Surface Upgrades	46,000	
Cnd Games- Portable Artifical Outdoor Rink	40,000	
Parks - Buildings & Clubhouses	60,000	
Parks - Sport Fields Complex Development	500,000	
Parks - Waterfront Access/Beach Development	100,000	
Parks - Central 1 BallField Light Replacment	400,000	
Parks - Victoria Park Reforestation	150,000	
Parks - Multi Sport Outdoor Facility (Replacement or New)	400,000	
Parks - Victoria Park Tennis Courts	400,000	
Total Parks & Rec	35,980,859	
Less: External Partner Funding	(20,269,562)	
Total Parks & Rec Net of External Funding	15,711,297	
Total Parks & Rec Net of External Funding from Previous Budgets	7,609,697	
Total Parks & Rec Net of External Funding new in 2023/24	8,101,600	

City of Charlottetown and Charlottetown Water & Sewer

2023/24 Capital Budget

Protective Services	Budget	Notes/Comments
Fire		
Fire Station #3 Design and Build	124,983	
Turn-out Gear	225,000	
Small Equipment	120,000	
Fast Response Craft	401,332	
Engine 2 Replacement	1,220,400	
Replace Hydraulic Rescue Equipment	385,664	
Total Fire	2,477,379	
Less: External Partner Funding	-	
Total Fire Net of External Funding	2,477,379	
Total Fire Net of External Funding from Previous Budgets	1,731,478	
Total Fire Net of External Funding new in 2023/24	745,901	
Emergency Preparedness		
City Hall Electrical Upgrades	75,072	
Emergency Shelter Supplies	21,496	
80 kW Generator Station 1	153,734	
80 kW Generator Station 2	183,872	
125 kW Generator Police Station	409,261	
PICS 2 Radios	60,000	
Cari and Eastlink Generator and Electrical	500,000	
Cody Banks Generator and Electrical	250,000	
Total Emergency Preparedness	1,653,435	
Less: External Partner Funding	-	
Total Emergency Preparedness Net of External Funding	1,653,435	
Total Emergency Preparedness Net of External Funding from Previous Budgets	775,216	
Total Emergency Preparedness Net of External Funding new in 2023/24	878,219	
Police		
Equipment-Portable Radios	6,600	
Ballistic Equipment	22,000	
Side Arm Replacement	6,000	
Radar Speed Enforcement?	22,000	
Forensic Equipment	17,500	
Surveillance Equipment - SCU	12,000	
Carbine Noise Suppressors- Side Arms....	26,000	
Carbine- Vehicle Mounts	7,700	
Digital Forensic Equipment & Licensing	20,000	
Small Equipment & Less Lethal Weapons Systems	33,000	
E-Watch Equipment	49,000	
Guns & Gangs funded equipment	28,546	
Total Police	250,346	
Less: External Partner Funding	(28,546)	
Total Police Net of External Funding	221,800	
Total Police Net of External Funding from Previous Budgets	54,546	
Total Police Net of External Funding new in 2023/24	167,254	

City of Charlottetown and Charlottetown Water & Sewer

2023/24 Capital Budget

Environmental Sustainability and Transit	Budget	Notes/Comments
Bike Locker and Bike Racks	5,000	
Water Bottle Refill Stations	18,341	
Downtown tree pits and planters	50,000	
Bypass Highway - Phase 3	700,000	
Community Vegetable Planters	7,000	
Community Vegetable Planters Signage	5,000	
Post-Fiona Replanting Plan	90,000	
Street and Park Trees	50,000	
Total Environment Sustainability	925,341	
Less: External Partner Funding	(350,000)	
Total Environmental Sustainability Net of External Funding	575,341	
Total Sustainability Net of External Funding from Previous Budgets	8,341	
Total Sustainability Net of External Funding new in 2023/24	567,000	
Leaning benches for 10 shelters	2,500	
Purchase of three new diesel buses	2,692,800	
Construction of New Transit Facility	10,293,998	
Solar Battery Energy Storage System (BESS)	759,000	
Electric Vehicle Charging	539,752	
Purchase of 7 fully electric buses	8,470,000	
Total Transit	22,758,050	
Less: External Partner Funding	(17,430,925)	
Total Transit Net of External Funding	5,327,125	
Total Transit Net of External Funding from Previous Budgets	2,500	
Total Transit Net of External Funding new in 2023/24	5,324,625	

City of Charlottetown and Charlottetown Water & Sewer

2023/24 Capital Budget

Information Technology	Budget	Notes/Comments
Payment Portal Provincial Tickets (Police Services)	40,000	
Firewall Replacement (Police Services)	30,000	
Soft Interview Room (Police Services)	8,000	
Learn/LPR Server (Police Services)	40,000	
Evidence Server (Police Services)	8,000	
Laptops, Desktops and Monitors	120,000	
Rugged Devices	15,000	
CPS Camera Network Hardware	30,000	
Fiber Network Hardware	50,000	
WIFI Access Points	7,000	
City Networking Modernization	40,000	
Finance Server + Migration of GP	110,000	
Network hardware for new building by MacAleer	10,000	
Fire Inspection Records Database Migration	90,000	
MacAleer Cat 6 cabling upgrade	50,000	
Video conferencing	27,000	
Training & Winter Operations Rooms	20,000	
Parkdale Streaming Technology	90,000	
IT Contingency	30,000	
Total Information Technology	815,000	
Less: External Partner Funding	-	
Total Information Technology Net of External Funding	815,000	
Total Information Technology Net of External Funding from Previous Budgets	365,000	
Total Information Technology Net of External Funding new in 2023/24	450,000	

City of Charlottetown and Charlottetown Water & Sewer

2023/24 Capital Budget

Bell Aliant Centre (CARI)	Budget	Notes/Comments
Exterior Door Replacement (30)	200,000	
Sidewalk Replacement (aquatic side)	84,635	
Sidewalk Replacement (Arena side)	84,635	
Exterior Masonry Repair	55,729	
Arena Compressors (annual)	60,000	
Other minor capital/emergency repairs (annual)	60,000	
Window Blinds (Aquatics)	30,000	
Well Pump Storage System	50,000	
Rink Heat Recovery Ventilator	80,000	
Pool Change Rooms HRV	80,000	
Equipment Energy Assessment	60,000	
Total Bell Aliant Centre (CARI)	845,000	
Less: External Partner Funding	(164,065)	
Total Bell Aliant Centre (CARI) Net of External Funding	680,935	
Total Bell Aliant Centre (CARI) Net of External Funding from Previous Budgets	325,000	
Total Bell Aliant Centre (CARI) Net of External Funding new in 2023/24	355,935	
Eastlink Centre	Budget	Notes/Comments
Spotlights, Floor Scrubber, Time Clocks, Digital Signage	150,000	
Replacement of Utilities/Fixtures Upgrade	196,352	
Heating System Upgrades	1,000,000	
Total Eastlink	1,346,352	
Less: External Partner Funding	(865,000)	
Total Eastlink Net of External Funding	481,352	
Total Eastlink Net of External Funding from Previous Budgets	271,352	
Total EastlinkNet of External Funding new in 2023/24	210,000	

City of Charlottetown and Charlottetown Water & Sewer

2023/24 Capital Budget

Charlottetown Water & Sewer	Budget	Notes/Comments
Pond Street Rehabilitation	100,000	
Garfield Street Rehabilitation	100,000	
Water Supply Capital Projects (Mt. Edward Road Booster Station)	900,000	
Eastern Gateway Water and Sewer Rehabilitation ICIP	2,700,000	
St. Peters/Belvedere Roundabout Water and Sewer	100,000	
Beach Grove Rd -PRV	50,000	
Motor Vehicles	600,000	
Tangible Capital Purchases (new equipment)	300,000	
Harley Street Rehabilitation	100,000	
University Ave Reconstruction	750,000	
Seaview Reconstruction	875,000	
Passmore Reconstruction	875,000	
Wellfield Protection	600,000	
Malpeque Station Refurbishment	200,000	
Capital Planning Engineering	350,000	
Metering	400,000	
Collector Sewer Liftstations Rehabilitation CCBF	700,000	
CPCP Upgrades (Resiliency Improvements) ICIP	750,000	
Sewer Liftstations Rehabilitation and Enhancement ICIP	1,500,000	
WWTP Other Capital Projects (CPCP Capital Projects)	550,000	
WWTP Primary Digester Roof Rehabilitation	1,000,000	
WWTP Control System Upgrades	500,000	
Motor Vehicles	75,000	
Contingency	300,000	
Total Water & Sewer	14,375,000	
External Partner Funding	(7,379,835)	
Total Water & Sewer Net of External Funding	6,995,165	
Total Water & Sewer Net of External Funding from Previous Budgets	1,853,515	
Total Water & Sewer Net of External Funding new in 2023/24	5,141,650	



BELL ALIANT CENTRE

Fiscal 2023-24 Operating Budget

Prepared By: Bell Aliant Centre Management Team

Date Presented: March 14, 2023

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Bell Aliant Centre
Operating Budget 2023/24

Revenue

	Budget	Budget	Variance
Operating Revenue	2023-24	2022-23	%
Ice rentals	\$ 909,346	\$ 857,248	6%
Swim Instruction	436,800	490,250	-11%
Municipal/Provincial tax rebate	295,618	295,618	0%
Public Swims/Waterslides	191,502	180,321	6%
Swim Club/Sports/Pool Rentals	133,700	124,250	8%
Swim Programs	98,682	122,000	-19%
Advertising and Signage	40,300	40,000	1%
Sponsorship	33,000	38,500	-14%
Bar revenue	19,000	18,500	3%
Wage Subsidy	10,000	9,700	3%
Merchandise sales	13,713	18,976	-28%
Training	14,400	14,400	0%
Locker Rentals	3,000	2,500	20%
	2,199,061	2,212,263	-1%
Operating Grants			
City of Charlottetown	985,085	800,864	23%
University of Prince Edward Island	147,197	119,669	23%
Town of Stratford	17,936	16,561	8%
	1,150,218	937,094	23%
Total Operating Revenue	3,349,279	3,149,357	6%

Expenses

Operating Expenses			
Wages and Benefits	2,019,522	1,877,097	8%
Utilities	746,251	688,947	8%
Property Taxes	300,271	300,271	0%
Supplies & Consumables	150,059	133,861	12%
Repairs/Maintenance	147,450	152,450	-3%
Cost of Sales	49,207	51,513	-4%
Advertising	2,000	2,000	0%
Insurance	36,372	28,258	29%
Office Administration & Supplies	49,452	52,591	-6%
Professional Fees	14,200	14,000	1%
Staff Training / Travel	14,600	14,400	1%
Other	4,200	4,510	-7%
Bad Debt	4,800	4,800	0%
Allocation from Commercial Tenants	(189,105)	(175,341)	8%
Total Operating Expenses	3,349,279	3,149,357	6%
Operating Earnings (Loss)	0	0	

Bell Aliant Centre
Operating Budget (2023-24)
Department: Arena

	Budget	Budget	Variance
Operating Revenue	2023-24	2022-23	%
Ice rentals	\$ 909,346	\$ 857,248	6%
Advertising and Signage	40,300	40,000	1%
Bar revenue	19,000	18,500	3%
Sponsorship	3,250	8,500	-62%
	971,896	924,248	5%
Operating Expenses			
Wages and Benefits	260,289	\$262,193	-1%
Utilities	219,907	198,379	11%
Supplies & Consumables	25,000	25,000	0%
Repairs/Maintenance	81,000	81,000	0%
Cost of Sales	12,350	12,025	3%
Advertising	1,000	1,000	0%
Staff Training / Travel	3,600	3,600	0%
Bad Debt	2,400	2,400	0%
	605,546	585,597	3%
Operating Earnings (Loss)	366,350	338,651	8%

Bell Aliant Centre
Operating Budget (2023-24)
Department: Aquatics

	Budget 2023-24	Budget 2022-23	Variance %
Operating Revenue			
Public Swims/Waterslides	\$ 191,502	\$ 180,321	6%
Swim Instruction	436,800	490,250	-11%
Swim Programs	98,682	122,000	-19%
Swim Club/Sports/Pool Rentals	133,700	124,250	8%
Wage Subsidy	10,000	9,700	3%
Merchandise sales	13,713	18,976	-28%
Locker Rentals	3,000	2,500	100%
Training	14,400	14,400	0%
Sponsorship	3,250	3,500	-7%
	905,047	965,897	-6%
Operating Expenses			
Wages and Benefits	\$ 912,213	\$ 845,344	8%
Utilities	183,256	165,315	11%
Supplies & Consumables	101,059	84,861	19%
Repairs/Maintenance	41,950	46,950	-11%
Cost of Sales	6,857	9,488	-28%
Office Administration & Supplies	3,500	3,500	0%
Staff Training / Travel	1,000	800	25%
Other	-	310	-100%
Bad Debt	2,400	2,400	0%
	1,252,235	1,158,968	8%
Operating Earnings (Loss)	(347,188)	(193,071)	80%

Bell Aliant Centre
Operating Budget (2023-24)
Department: General & Administrative

Operating Revenue	Budget 2023-24	Budget 2022-23	Variance %
Municipal/Provincial tax rebate	\$ 295,618	\$ 295,618	0%
Sponsorship	26,500	26,500	0%
	322,118	322,118	0%
Operating Expenses			
Wages and Benefits	847,020	\$769,560	10%
Utilities	343,088	325,253	5%
Property Taxes	300,271	300,271	0%
Supplies & Consumables	24,000	24,000	0%
Repairs/Maintenance	24,500	24,500	0%
Cost of Sales	30,000	30,000	0%
Advertising	1,000	1,000	100%
Insurance	36,372	28,258	29%
Office Administration & Supplies	45,951	49,091	-6%
Professional Fees	14,200	14,000	1%
Staff Training / Travel	10,000	10,000	100%
Other	4,200	4,200	0%
Allocation from Commercial Tenants	(189,105)	(175,341)	8%
	1,491,497	1,404,792	6%
Operating Earnings (Loss)	(1,169,379)	(1,082,674)	8%

Charlottetown Civic Centre Management Inc.
2023/2024 Operating Budget

to follow when approved by their Board