

2016 Budget

Budget Suggestions - Direction Required

2016 Budget Suggestions

Suggestion	Staff Comments	Savings if quantifiable	Staff Recommended	Council Direction	
				YES	NO
1 No change in the tax rate	A decrease in the tax rate is attainable at this point in time. Council has been provided with four scenarios regarding the tax rate and a zero increase was one of the options.		✓		
2 No automatic cost of living increase	<p>This action would affect all non-union employees and members of Council and would require a resolution of Council. Estimated savings if this suggestion is implemented - \$80,000. There may, however, be other direct or indirect factors such as morale issues, pay inequity when we have just completed our pay equity review or compression of job classifications to consider.</p> <p>Staff do not recommend this course of action.</p> <p><i>Council direction is required.</i></p>	\$80,000			

2016 Budget Suggestions

Suggestion	Staff Comments	Savings if quantifiable	Staff Recommended	Council Direction	
				YES	NO
3 Reduce the hours of operation at the museum. One suggestion was to review operating hours on Sundays and in shoulder season and one suggestion was to close down after Labour Day and reopen May 24th weekend. The latter suggestion considered the tourist information centre and suggested it be moved to the foyer of Town Hall when the museum was closed.	<p>This option would involve reducing the full-time staff complement, the savings on reduced Museum hours will be negligible. The GTTA arrangement is supposed to take care of the tasks that were assigned to the previous part-time staff, which resulted in that efficiency a few years ago. Further efficiencies would have to be through full-time employees to have any real impact on the budget.</p> <p>One of the items identified in the CBSP was "Ongoing promotion of the Town's history and heritage assets". Part of the service provided by the museum is to act as an archive for Collingwood heritage. There would also be an impact on grant funding which supports much of the collections work and would result in lost revenue. The lost revenue would also have to be weighed against the expected cost reduction of a downsizing.</p> <p>If Council wishes to pursue this option, the Director will need to assess the impacts on the services, the cost of downsizing and the impact on the ability to fully meet one of the CBSP objectives. As well, Council would recognize that any potential savings would not be immediate.</p> <p><i>Council direction required.</i></p>				

2016 Budget Suggestions

Suggestion	Staff Comments	Savings if quantifiable	Staff Recommended	Council Direction	
				YES	NO
4 If the Town is supporting neighborhood ice rinks that are prepared and managed by others, is there a possible reduction in the costs of operating the outdoor rink?	<p>The net cost of the municipal Outdoor Ice Rink in 2016 is \$122,097. Removing this community service entirely would see a recovery of approximately 58% of that amount due to distributed costs from other areas of Recreation Facilities (approximately \$71,000). We would not be able to replace all of the free skating for the community (currently hosted on the Outdoor Ice Rink) inside of the other two facilities. There would be a significant loss of free skating programs for the community.</p> <p>As we are currently underway for 2016 the savings would be proportional with the full effect being realized in 2017.</p> <p>Council direction required.</p>				
5 Review the Town transit schedule with particular attention to Sunday ridership to determine if there are any cost savings achievable.	<p>Ridership on Sundays is slightly lower than the balance of the week but there are still approximately 300 total rides on all transit systems for Sundays. This is a significant number of riders that rely on the system for Sunday service. We continue to monitor ridership for possible savings but at the same time for possible service enhancements.</p> <p>At this time we are not recommending any service changes.</p> <p>Council direction required.</p>				
6 Consideration of advertising in the buses/bus shelters to generate additional revenue.	<p>This option was a priority for our 2015 work program. Unfortunately, due to a long term staff illness, we were not able to complete the necessary review and recommendations for Council to consider. This will be a priority for early 2016.</p>		✓		

2016 Budget Suggestions

Suggestion	Staff Comments	Savings if quantifiable	Staff Recommended	Council Direction	
				YES	NO
7 Consideration of subcontracting winter sidewalk clearing.	<p>Contracted services are part of our winter control program. Currently we contract out some of our road plowing to deal with peak snow events and ensure that our plow drivers work according to the legislation. We have found that there is minimal savings with the contracted service in comparison to the Town staffed snow removal.</p> <p>Contracted services are used to complement our staffing requirements during the peak winter season. We maintain staffing levels at "year round" requirements not at a peak level.</p> <p>Staff are not recommending this option.</p>				
8 Reduce the Intergovernmental relations funding from \$10,000 to \$5,000.	<p>Intergovernmental relations is the funding provided to Councillor Jeffery for her board position on FCM.</p> <p>Council direction required.</p>	\$5,000			
9 Reduce the advertising budget for the "Town Page". The use of more banner type announcements would reduce the amount of space required and would result in a cost reduction.	<p>Staff are investigating the use of banner type messages/announcements for items such as procurement requests as well as for employment opportunities. The concept developed at this point is to gradually reduce the amount of detail contained on the face of the page (bullet points instead of paragraphs) and direct potential suppliers or employees to the Town website or Bidding in the case of procurement. At this time it is unknown what the potential savings may be from a more efficient use of all advertising space.</p>		✓		

2016 Budget Suggestions

Suggestion	Staff Comments	Savings if quantifiable	Staff Recommended	Council Direction	
				YES	NO
10 Initiate a hiring freeze for 2016. No new hires or contract positions with the possible exception of the CAO scenario.	<p>There are certain areas of municipal service delivery that may preclude the implementation of this suggestion in terms of legislated standards or from a municipal risk mitigation aspect. In addition, the BMA reports indicated that there were areas where staffing was a critical factor in the efficiency of operations.</p> <p>Staff do not recommend this course of action.</p>				

2016 Budget Suggestions

Suggestion	Staff Comments	Savings if quantifiable	Staff Recommended	Council Direction	
				YES	NO
11 Ask each Department Head to review their individual budgets and come back at 2% less than the current overall increase. This would bring the Overall increase to level of inflation (1.2% - 1.3%).	<p>Comments received from PRC - Assuming that this is a 2% reduction in operating expenses, it would be achievable with Council's acceptance of some community services being compromised. 2% represents approximately \$100,000 from the expense budget for the entire department and does not take into account potential loss of revenues should service levels be compromised. A more detailed analysis of the impacts of a 2% spending reduction may result in less than \$100,000 being saved at the bottom line.</p> <p>Currently, service levels are challenged by financial resources available in all areas of PRC with the largest budget line items related wages. Growing expectations and demands for facilities, special events, neighborhood parks, community parks, dog parks, trails, recreation programming, waterfront activity, etc. have not been matched by growing staff to service these expectations. A 2% reduction will see either a recommendation to Council for the removal of services to meet this objective or a reduction in headcount that will further compromise this department's ability to deliver already streamlined services.</p> <p>Finance comments - The comments provided by PRC apply to all departments and service areas and, in some instances, the costs are not controlled or controllable by the municipality. For instance, the majority of costs (88%) for the fire department are wage related and covered under a collective agreement. If this service is unable to reduce their budget, the reduction would fall to other departments to achieve. These departments would than be subject to service reductions or service elimination in order to achieve the overall requested result.</p>				

2016 Budget Suggestions

Suggestion	Staff Comments	Savings if quantifiable	Staff Recommended	Council Direction	
				YES	NO
12 Review all assets and investments, particularly those not directly related to the mandated services municipalities provide, to determine the possibility of divestiture to generate cash for reinvestment in infrastructure or other assets that are core to the production of the services a municipality is mandated to provide.	<p>The assets that could be considered:</p> <ul style="list-style-type: none"> - 50% share holding in Collus PowerStream; - Airport; - Railway. <p>Staff recommend that Council refer this item to staff for the investigation, analysis and business case presentation for each potential divestiture.</p> <p><i>Council direction required.</i></p>		✓		