

Addendum to Report FR-CS-08-15

To: Chair Pringle and Members of the Corporate Services Committee
From: Kevin Wepler, Director of Finance
Meeting Date: February 10, 2015
Subject: **Amendment to 2015 Draft Corporate Services Budget**
Status: Recommendation adopted by Committee per Resolutions CS31-15 and CS33-15; See also Resolution CS32-15; Endorsed by County Council March 3, 2015 per Resolution CC41-15;

Recommendation(s)

THAT the Addendum to Report FR-CS-08-15 regarding the recommendations for amendments to the Draft 2015 Corporate Services Budget be received as presented;

AND THAT the following revisions to the Corporate Services Budget as recommended in Addendum to Report FR-CS-08-15, be incorporated in the Draft 2015 Budget for County Council's consideration:

- **Administration Department Operating**
 - **Reduce Salaries and Benefit budget lines by \$43,149 to reflect July 2015 start date for Human Resources Labour Coordinator position**
 - **Include a Transfer from Reserve – One-Time Funding of \$3,200 to offset the one-time costs of the Human Resources Labour Coordinator position**
 - **Increase Association/Membership Fees by \$1,900**
 - **Reduce Staff Training and Development budget line by \$3,000**
 - **Reduce Corporate Management Training budget line by \$10,000**
 - **Reduce Legal Fees budget line by \$15,000**
- **Assessment Operating**
 - **Reduce Payments to Individuals and Organizations by \$3,654**
- **Grey Bruce Health Unit**
 - **Reduce Payments to Individuals and Organizations by \$3,204**

AND FURTHER THAT the following additional revisions to the Corporate Services Budget be incorporated in the 2015 Draft Budget for County Council's consideration:

- **County Property – Administration Building Capital**
 - **Increase Professional and Consulting fees budget line by \$15,000 to be offset by a Transfer from Reserve, resulting in no impact to the net levy requirement. The additional \$15,000 is to provide budgetary funds for any additional professional services recommended by the Space Needs Task Force in regards to a possible Administration Building Expansion/Renovation project.**

Background

At the January 13, 2015 meeting of the Corporate Services Committee the 2015 draft budget was presented. As a result of Committee discussions, staff was directed to prepare an amended draft budget for the Committee's consideration. Staff have reviewed the draft budget and recommends the following revisions:

1. Reduce the Salary and Benefit budget lines within the Administration Department Operating budget by \$43,149. If approved, the new Human Resources Labour Coordinator position is not anticipated to be implemented until July 2015, resulting in a reduction to the salary and benefit budgetary requirements for 2015.
2. Include a \$3,200 Transfer from the One-Time Funding Reserve in the Administration Department Operating budget to offset the one-time costs, such as advertising and furniture costs, related to the new Human Resources Labour Coordinator position.
3. Increase the Association Membership Fees budget line by \$1,900 and reduce the Staff Training and Development budget line by \$3,000 in the Administration Department Operating budget. This will restore these budget lines to historical budget amounts.
4. Reduce the Corporate Management Training budget line in the Administration Department Operating budget by \$10,000. In reviewing historical spending for the years 2012 thru to 2014, indicates that this budget line can be reduced by \$10,000.
5. Reduce the Legal Fees budget line in the Administration Department Operating budget by \$15,000. In reviewing the outstanding contract negotiations remaining for the 2015 budget year, and historical spending, it is being proposed that this budget line be reduced by \$15,000. It is however difficult to predict the amount of legal assistance that may be required with each negotiated contract.

6. Reduce the Payments to Individual & Organizations budget line in the Assessment Operating budget by \$3,654. This reduction is based on the documentation received from the Municipal Property Assessment Corporation and the provided calculation of the 2015 property assessment services and support costs for the County of Grey.
7. Reduce the Payments to Individual & Organizations budget line in the Grey Bruce Health Unit budget by \$3,204. This reduction is based on the Board of Health's approved 2015 budget.

The total amount of these proposed budget revisions equal \$79,307.

In addition to the proposed revisions, staff are recommending the following budget revisions:

1. Increase the Professional and Consulting fees budget line in the County Property – Administration Building Capital budget by \$15,000 to be offset by a Transfer from Reserve, resulting in no budgetary impact to the net levy requirement. The additional \$15,000 is to provide budgetary funds for any additional professional services recommended by the Space Needs Review Task Force in regards to a possible Administration Building Expansion/Renovation project.

Financial / Staffing / Legal / Information Technology

Considerations

There are no legal, staffing or IT considerations related to this report.

The \$79,307 in net budget reductions recommended in this report reduces the Corporate Services net levy increase from \$891,365 to \$812,058 or a 10.45% increase over the 2014 budget. This reflects 1.56% increase to the corporate net levy requirement for 2015.

Link to Strategic Goals / Priorities

To ensure that Council's goals of financial sustainability and public accountability are maintained.

Respectfully submitted by,

Kevin Weppler
Director of Finance

[Addendum to Attachment to FR-CS-08-15 Corporate Services Draft Budget February 10, 2015](#)