

FINANCIAL PLAN

CAPITAL AND OPERATIONAL BUDGETS

**2024/
2025**



About the City of Charlottetown

Serving as the capital city of Prince Edward Island, Charlottetown is known as the "Birthplace of Confederation" due to the historic 1864 Charlottetown Conference that paved the way for Confederation. Dynamic and sustainable, our scenic waterfront city serves as the seat of government and is a vibrant hub of culture and education.

With its burgeoning knowledge economy and strategic location, Charlottetown attracts global businesses in diverse sectors including biotechnology, financial services, information technology, and manufacturing. Supported by a skilled workforce and a favorable business environment, the City's key sectors drive economic growth and innovation.

Charlottetown offers an unparalleled quality of life, featuring a blend of big city amenities, cultural events, and recreational opportunities within a safe, clean environment characterized by a strong sense of community. As a major tourism destination and designated Cultural Capital of Canada, Charlottetown hosts year-round attractions such as the renowned Charlottetown Festival and serves as a venue for high-quality meetings and conventions. Moreover, Charlottetown has emerged as a prominent sport tourism destination, boasting state-of-the-art sports facilities and hosting major sporting events throughout the year.

With its rich history, diverse and vibrant culture, thriving economy, and exceptional quality of life, Charlottetown continues to attract residents, businesses, visitors, and sports enthusiasts from around the globe.



Land Acknowledgement

In the spirit of Reconciliation, we acknowledge that the land upon which we gather is unceded Mi'kmaq territory. Epekwitk (Prince Edward Island), Mi'kma'ki, is covered by the historic Treaties of Peace and Friendship. We pay our respects to the Indigenous Mi'kmaq People who have occupied this Island for over 12,000 years; past, present and future.

Introduction from the Chair of the Finance, Audit, Tendering and Administration Committee



This year's budget process has been a little bit different to any other we've gone through. For example, this has been the most transparent budget that we have engaged in as a City. Every meeting that could be held in an open session and livestreamed to our YouTube channel was held in open and recorded. Every debate, every question, every priority was brought to the forefront for public consumption; you, the taxpayer, were able to watch a realistic approach to planning the next fiscal year as it happened.

Last fall, members of Council met with senior City staff to identify a strategic direction and set clear priorities for the upcoming budget. We were fortunate to have the Community Survey results to provide an in-depth review of what our community prioritises and, combined with what we heard through conversations with residents, we were prepared for the weeks of discussions and reviews that budget always brings. We also considered forecasts and global economic trends as we approved the planned projects and initiatives that can realistically be completed during the fiscal year.

An unescapable fact is that Charlottetown continues to grow. We're excited for the opportunities growth brings but mindful of the investment required to maintain, update and build new infrastructure, to improve our facilities and to increase services. We knew this budget had to reflect our community's focus on increasing feelings of safety, so policing features prominently. It also contains a small increase in Water and Sewer rates to help maintain our infrastructure and cover rising administrative costs. As you look through this budget book, I'm confident that you'll see an appropriate balance in addressing urgent capital and operational needs; that balance is the result of months of hard work. The figures tell the story of a strategic approach to prioritizing projects and initiatives to be prudent and responsible while enabling ongoing investments to continue sustainably preparing for the growth of our City while maintaining the excellent quality of life you deserve.

Councillor John McAleer



CHARLOTTETOWN

Mayor and Council



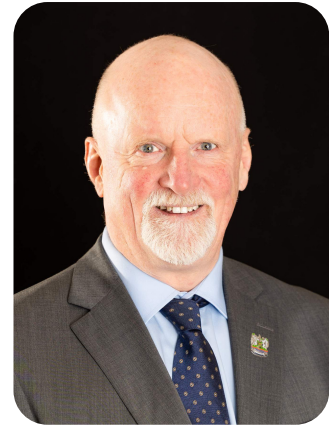
Philip Brown
Mayor



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



Eleanor Mohammed
Chief Administrative Officer

City of Charlottetown Strategic Plan 2022 to 2026

The City of Charlottetown Strategic Plan 2022 to 2026 aims to drive the City towards collective priorities with a focus on delivering quality programs and services. The plan was developed collaboratively with input from residents, stakeholders, City staff, and Council Members. It sets guiding principles to unify the City and our work, while underscoring our collective values.

The City Council and Administration will be:

- People-focused always
- Welcoming as we grow
- Collaborating to make us stronger
- Accountable to residents, ourselves and to each other
- Safety in all we do

It also identifies four key interconnected pillars, accompanied by specific focus areas and commitments, to guide transformational change in the City over the next four years and beyond.

Our Vision

Respecting the past. Embracing the future. Creating a community for everyone.

Our 4 Pillars

The four pillars are areas that represent the major parts of city life and require transformational change over the next four years and beyond. These include:



Our 10 Commitments

These ten commitments reflect the most powerful themes that emerged during the public engagement process and what stakeholders believe need to be 'filters' or 'lenses' through which all future decision-making needs to be considered.



Our Guiding Principles

These guiding principles unify our work and underscore our values:

Safety in all we do

Collaborating to make us stronger

Welcoming as we grow

People-focused always

Accountable to residents, ourselves and to each other

Engagement

Municipal budgets are often a difficult topic to engage a community on – they are big, complex, and full of nuances not many easily understand. Public engagement is a critical piece of responsive governance and, given how difficult it can be to gather meaningful feedback on a collection of spreadsheets over the space of a few weeks, it's important for the City to continue informing the public of programs and services offered and listening to the feedback year-round. In preparation for the 2024-2025 budget, the City relied on a number of opportunities to gather feedback and engage with residents:

- The 2023 Community Survey, which provided thoughts and opinions on municipal programs and services from a statistically representative sample of Charlottetown's residents
- A two day of budget workshop where all departments and many community organizations requesting financial consideration presented to Council
- Committee presentations where department managers presented their budget requests to the respective committees and participated in discussions
- A budget-specific project on CharlottetownHall.ca where residents were invited to participate in a pre-budget survey, a survey on the communications process and rough draft budget, and kept informed of the process
- Letters to previous grant recipients and other community stakeholders to inform them of timeframe changes and invite participation and feedback
- An informative budget primer in the form of a brochure with a QR code to bring residents to the survey on CharlottetownHall.ca

These events have been supported by social media, mainstream media, postings on the website and CharlottetownHall.ca, posters and announcements during Council meetings. All budget workshops and Committee meetings have been held in open and livestreamed, and are available on the City's YouTube channel for review.

Budget Overview

Council's Budget Priorities

1. Public Safety
2. Infrastructure Upgrading
3. Parks and Recreation
4. Arts and Culture
5. Transit

Legislative Framework

The City of Charlottetown engages in a comprehensive budget preparation process to allocate resources effectively. In doing so the City must adhere to the Municipal Government Act of Prince Edward Island (the Act) and the Financial Plan Regulations (the Regulations). The Act and Regulations set out the rules for how the City must handle its money, including budgeting, planning for future expenses, and keeping track of assets. The legislation refers to the City budget as a Financial Plan.

Key legislative requirements from the Act:

- The fiscal year for the City is April 1 to March 31 [S149(1)]
- On or before March 31 in each year, City Council shall by resolution adopt a budget for the upcoming fiscal year. [S150(2)]
- The budget must include an operating budget, capital budget, and a 5-year capital expenditure program that includes an asset management program. [S150(2)]
- City Council must provide public notice and hold a public meeting regarding the budget not less than two weeks before it receives final approval and is adopted. [S151(1)]
- A copy of the final approved budget shall be filed with the Minister of Municipal Affairs by April 15 of the fiscal year that it was adopted. [S150(3)]

Water and Sewer Services

In 2023, the average residential customer paid \$636.07 for water and sewer services for the year. With a 3% increase. We anticipate the average residential customer will pay \$655.15 for the year. This is an increase of \$19.08 annually, or \$0.05 daily.

Operational Vs. Capital: An Explanation

A municipal budget is a summary of the money coming into and being spent by a municipality in a specific period of time, referred to as a fiscal period. It is a comprehensive guide for making financial and operational decisions.

The City's expenditures, or what it spends money on, is divided into operational and capital:

Operational Budget:

- The operational budget is the financial plan that outlines the day-to-day expenses and revenue projections for running the municipality over a specific period, typically a fiscal year.
- It covers ongoing operational costs such as employee salaries, utilities, maintenance, public safety, administrative expenses, and other routine expenditures required to deliver services to residents.
- Revenue sources usually include property taxes, user fees, grants, and other forms of income generated by the municipality.

Capital Budget:

- The capital budget is a financial plan that focuses on long-term investments in infrastructure, facilities, and other major projects that enhance or expand the municipality's physical assets.
- It typically covers large-scale projects with significant costs and longer lifespans, such as building new roads, bridges, schools, parks, sewer systems, or upgrading existing infrastructure.
- Funding often comes from sources like short and long-term borrowing, government grants, special levies, and reserve funds.

The Budgeting Process

Municipal Operational and Capital budgets are done on an annual basis. Baseline operational budgets are prepared by each department looking at past, current, and forecasted expenses. Utilities are self-funded by user rates charged to customers and not funded by general municipal taxes. Utility rates are structured to maintain cost recovery for operations and capital projects. Any changes to the baseline budget are proposed and presented to Senior Administration for review with the associated business plan. These proposed changes are evaluated based on:

- alignment with Council's Strategic Plan
- maintaining/enhancing existing service level standards
- mitigating future budget impacts and risks
- implementing proactive funding into the baseline budget for infrastructure

During City Council's annual budget deliberations, all members of Council review the operational and capital budgets presented. Council may amend the budgets prior to approval.



1. Define Budget Process and Objectives: Budget process is presented to Council and objectives are defined.
2. Preliminary Budget Preparation: The budget is prepared taking into consideration Council's objectives and strategic priorities.
3. Public Engagement / Surveys: The budget survey is made available to gather public opinion on the services that matter most to Charlottetown residents.
4. Internal Staff Review: The budget is reviewed by Senior Administration ensuring the proposed budget aligns with the public feedback and Council's strategic priorities.
5. City Council Budget Workshop: Council/Finance Committee reviews the draft budget documents which are debated by Committee/Council and alterations are made when necessary.
6. Budget Refinement - The budget is refined based on the feedback to Committee/Council.
7. Public Meeting: Administration consults with the public to ensure residents have an opportunity to ask questions and provide feedback on the draft budget.
8. City Council Review and Approval: The final City budget is reviewed by Council and approved prior to March 31.
9. Budget Monitoring / Forecasts: Administration monitors expenditures throughout the year to ensure adherence to the approved budget.

Budget Basics

Each year, the City updates its Financial Plan and goes through a budget process to determine how much it will need to spend in the upcoming fiscal year:

- Maintain current levels of service (base operating budget)
- Incorporate service level enhancements or reductions

- Incorporate new operating initiatives
- Fund Capital Projects

This Financial Plan includes the Operational Budget and Capital Budget for:



City of Charlottetown



Charlottetown Water and Sewer

Services You Receive



Sources of Funding

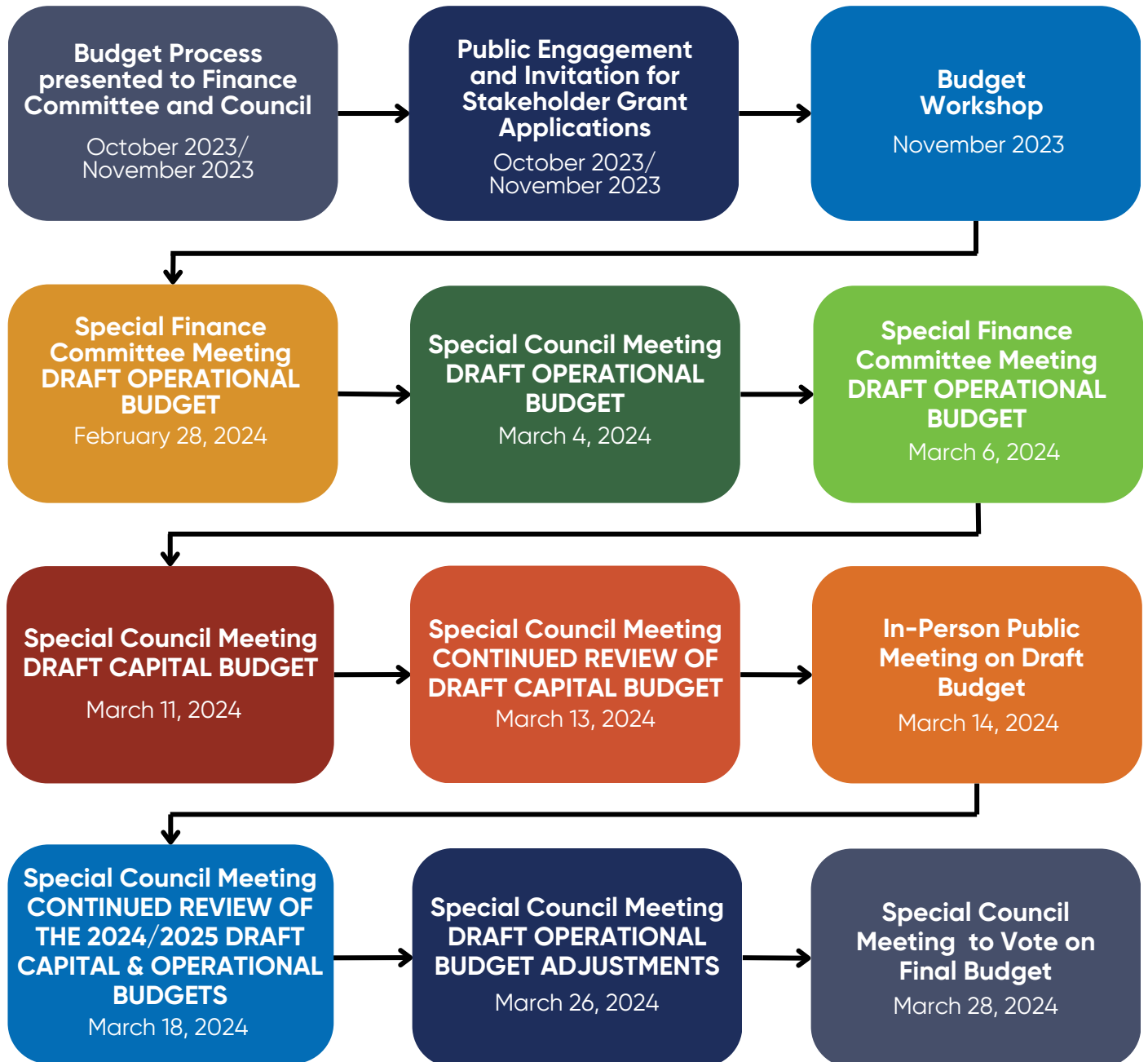
The City receives funding for these services and capital projects from the following sources:

- Property Taxes
- Provincial/Federal Grants
- Water and Sewer Service Fees
- User Fees

A Steady Approach to Taxation

As part of updating the Financial Plan, the City considers what funds are required to maintain or enhance these services. This may result in increases to property taxes or utility rates. The City plans for stable, ongoing tax rate increases to fund inflation, ensure sustainable services, and plan for current and future community needs. This approach provides citizens and businesses the ability to anticipate future expenditures.

2024/2025 Budget Timeline



City of Charlottetown

Charlottetown Water and Sewer

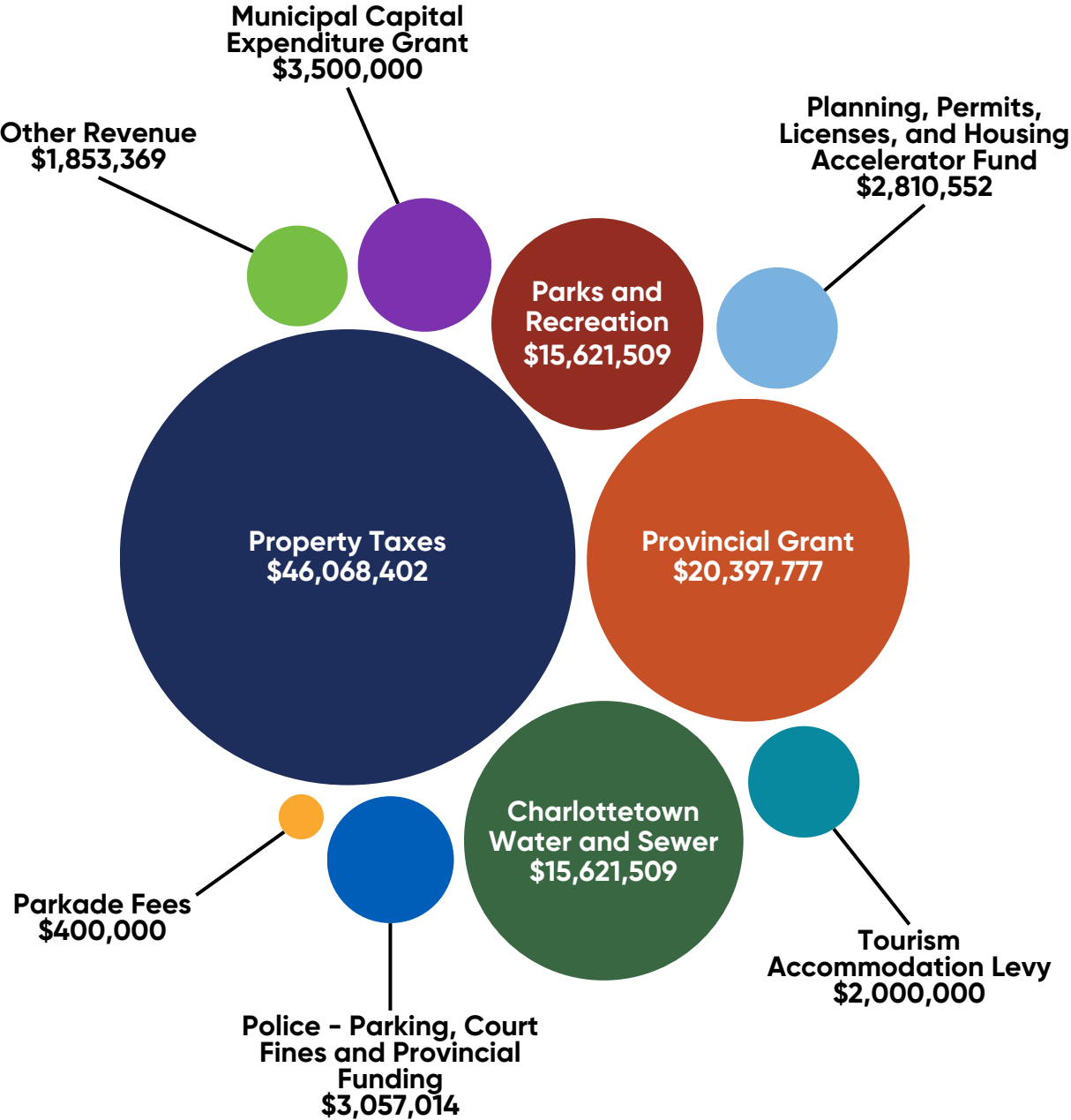
2024/2025 Operational Budget

March 31, 2024

**CITY OF CHARLOTTETOWN
2024/2025 Operating Budget
SUMMARY**

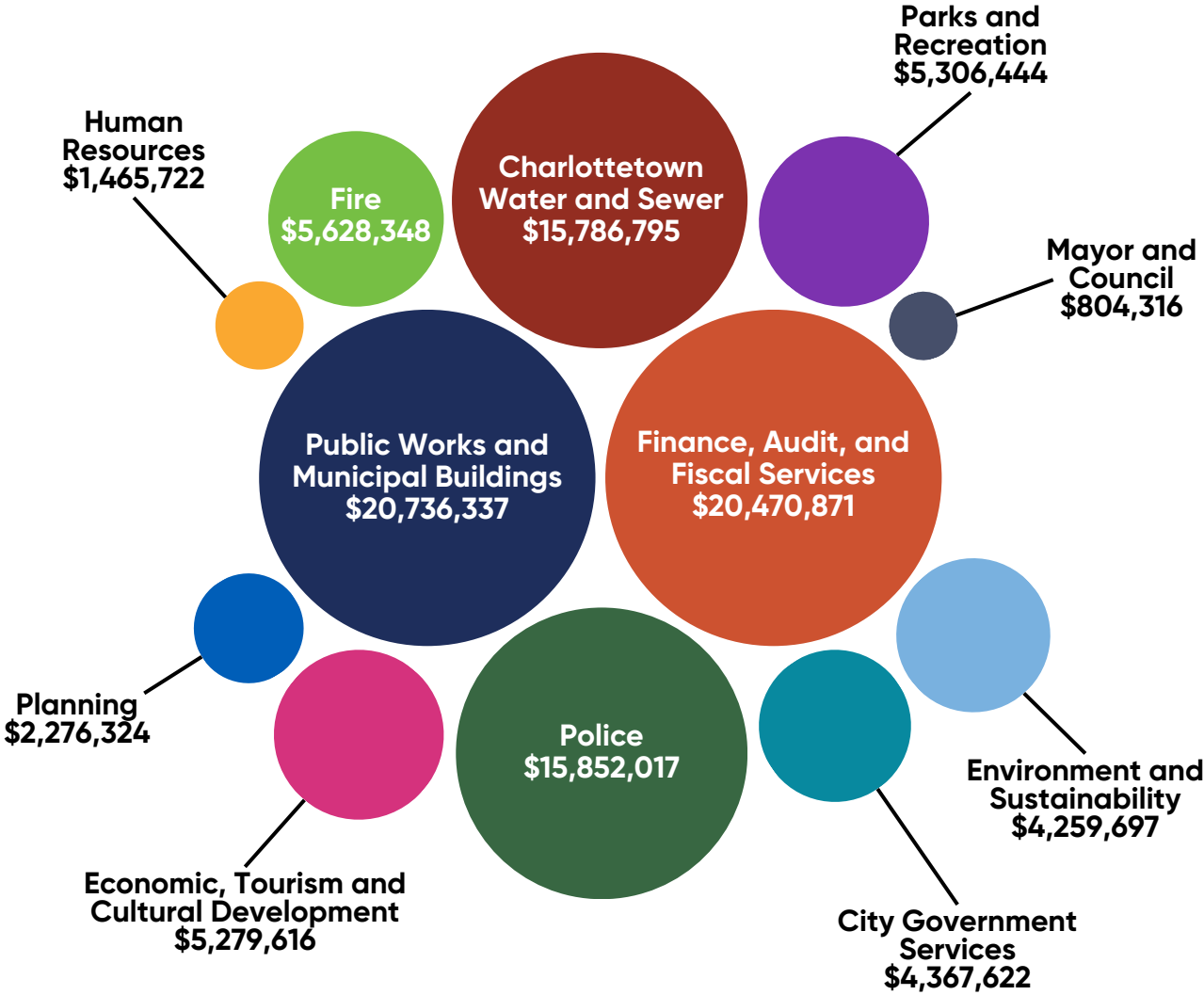
	2023/2024 Budget	2023/2024 Forecast	2024/2025 Budget
<u>City of Charlottetown</u>			
<u>Revenue</u>			
Property Taxes	43,535,168	43,089,196	46,068,402
Provincial Grant	18,538,000	19,419,632	20,397,777
Planning Permits, Licences and Housing Accelerator Fund	1,437,300	2,201,477	2,810,552
Parkade Fees	295,000	409,356	400,000
Police - Parking, Court Fines and Provincial Funding	1,755,666	3,027,390	3,057,014
Tourism Accommodation Levy	1,800,000	2,253,157	2,000,000
Parks and Recreation Registrations and Fees	742,425	943,683	820,949
Municipal Capital Expenditure Grant	2,000,000	3,585,164	3,500,000
Other Revenue	2,877,100	2,212,817	1,853,369
Total City Operating Revenue	72,980,659	77,141,872	80,908,063
<u>Expenses</u>			
City Government Services	4,141,438	3,490,654	4,367,622
Economic, Tourism and Cultural Development	4,658,867	5,297,624	5,279,616
Environment and Sustainability	5,608,085	3,678,089	4,259,697
Finance, Audit and Fiscal Services	17,671,052	15,902,180	20,470,871
Fire Department	5,182,162	5,193,894	5,628,348
Human Resources	1,479,163	1,019,083	1,465,722
Mayor and Council	966,846	662,859	804,316
Parks and Recreation	4,874,727	4,493,047	5,306,444
Planning and Heritage	2,526,867	1,557,764	2,276,324
Police Services	12,452,465	12,428,799	15,852,017
Public Works	19,729,024	19,030,258	20,736,337
Total City Operating Expenditures	79,290,696	72,754,251	86,447,314
City Operating Surplus (Deficit)	(6,310,037)	4,387,621	(5,539,251)
Prior Year Operating Surplus	6,340,305		4,387,621
Profit (Loss) after applying Prior Year Surplus	30,268	4,387,621	(1,151,630)
<u>Charlottetown Water and Sewer</u>			
Revenue	15,154,949	15,334,177	15,621,509
Expenses	15,643,552	13,875,257	15,786,795
Water and Sewer Surplus (Deficit)	(488,603)	1,458,920	(165,286)
Prior Year Operating Surplus	783,880		1,458,920
Profit (Loss) after applying Prior Year Surplus	295,277	1,458,920	1,293,634
Consolidated Operating Surplus (Deficit)	325,545	5,846,541	142,004

City of Charlottetown Charlottetown Water and Sewer 2024/2025 Budget Revenue



Total: \$96,529,572

City of Charlottetown Charlottetown Water and Sewer 2024/2025 Budget Expenditures



Total: \$102,234,109

City Government

Office of the Chief Administrative Officer

The Office of the Chief Administrative Officer is where the administrative head of the City of Charlottetown is housed. Executive Assistants for the Chief Administrative Officer, the Mayor, and Council are within the Office of the Chief Administrative Officer.

Services Provided

- Ensures City resolutions and policies are complied with
- Informs Council on the operation and affairs of the City
- Responsible for hiring, directing and managing all City staff
- Notifies Council if any action is contrary to a bylaw

Budget Highlights

- Rightsizing the City's corporation workforce

Infrastructure and Asset Management

The Infrastructure and Asset Management Department is responsible for keeping record of the City's assets and calculating replacement costs. The department also gathers historical records from different departments and collects missing data.

Services Provided

- Documents City-owned assets
- Records location of assets
- Evaluates condition of City's property
- Determines cost and replacement cost for City's goods

Communications

The Communications Department is the voice of the City for internal and external audiences. The department partners with all City departments, taking projects and initiatives to the relevant audiences so they can understand what the City is doing and what it means to both residents and the municipality.

Services Provided

- Media relations and training
- Internal communications
- Public affairs
- Community relations
- Social media creation and web content administration
- Brand management

Budget Highlights

- Status quo budget
- 3 full time employees

Information Technology

Information Technology (IT) is responsible for providing and maintaining all technologies related to the storage or transmission of electronic information. IT is used as a force multiplier within municipalities - providing services to staff and departments that allow staff to more efficiently complete tasks.

Services Provided

- Assesses potential security threats
- Troubleshoots issues and hardware repair
- Installs software and external devices
- Ensures compliance with standards
- Maintains infrastructure, licensing and vendor relationships

Budget Highlights

- Software to create and share Meeting Agendas and Packages more effectively
- Software to improve creation and management of building permits and applications (including e-permitting)

**CITY OF CHARLOTTETOWN
2024/2025 Operating Budget
City Government Services**

	2023/2024 Budget	2023/2024 Forecast	2024/2025 Budget
<u>Office of the CAO</u>			
<u>Expenses</u>			
Salaries and Benefits	2,070,638	1,789,063	2,416,984
Solicitors' Fees	400,000	378,439	400,000
Fees and Memberships	88,000	70,309	85,000
Office Supplies	36,000	18,007	30,000
Staff Development	65,000	20,389	30,000
Advertising and Communications		4,693	
Miscellaneous	20,000	168,094	15,000
New Equipment	3,300		2,500
Equipment Repairs and Rentals	24,000		-
Reports and Studies	50,000	58,947	50,000
FOIPP Implementation	5,000		2,500
Infrastructure and Asset Management	25,000	2,906	25,000
Net Office of the CAO Expenditures	2,786,938	2,510,847	3,056,984
<u>Strategic Priorities</u>			
<u>Expenses</u>			
Professional Services	30,000		20,000
Travel and Transportation	5,000		
Meeting Expenses	4,000	1,105	3,000
Advertising and Communications	13,500	6,188	6,188
Projects	115,000	63,727	30,000
Miscellaneous	500	29	500
Net Strategic Priorities Expenditures	168,000	71,049	59,688
<u>Communications</u>			
<u>Expenses</u>			
Communications and Marketing	44,000	37,770	47,000
Staff Development	5,000	3,933	6,000
Miscellaneous	1,000		1,000
Net Communications Expenditures	50,000	41,703	54,000
<u>Information Technology</u>			
<u>Expenses</u>			
Computer Supplies	10,000	7,524	10,000
Network Support and Maintenance Agreements	469,500	225,904	370,000
Service Level Agreements/Hosting	77,000	80,225	194,000
Desktop Software Subscriptions/Purchases	103,000	87,154	153,950
Internet/Network	70,000	56,398	70,000
Staff Development	10,000	5,560	17,000
Travel and Transportation	2,000	1,085	2,000
Phones	395,000	403,205	380,000
Net Information Technology Expenditures	1,136,500	867,055	1,196,950
Net City Government Services Expenditures	4,141,438	3,490,654	4,367,622

Economic, Tourism and Cultural Development

Department Summary

The Economic, Tourism and Cultural Development Department drives inclusive economic growth, helps shape the visitor experience, enhances residents' quality of life and civic pride, and contributes to building community capital. It works with partners to advance economic prosperity and manages public events, public art, tourism, civic celebrations and sport tourism events, among others.

Programs Provided

- Increase investment
- Business and tourism attraction and development
- Arts and cultural development
- Event hosting support and delivery of civic celebrations
- Newcomer engagement
- Visitor Operation Centre operation
- Business and tourism attraction

Budget Highlights

- Development of an economic development strategy and reconciliation roadmap
- Investment into Confederation Centre of the Arts' South Pavilion Revitalization
- Increased investment in civic celebrations
- Funding of six signature national/international events including the 2024 East Coast Music Awards: festival and conference and 2024 Grand Slam of Curling Tour Challenge

CITY OF CHARLOTTETOWN
2024/2025 Operating Budget
Economic, Tourism and Cultural Development

	2023/2024 Budget	2023/2024 Forecast	2024/2025 Budget
<u>Economic Development - Business and Growth</u>			
<u>Expenses</u>			
Salaries and Benefits	487,069	517,024	543,128
Fees and Memberships	271,100	321,069	296,100
Staff Development	3,000	1,911	3,000
Travel and Transportation	500		500
Equipment Repairs and Rentals	1,000	742	1,000
Business Development	71,000	26,022	56,000
Business Improvement Area	363,201	358,903	341,325
Marketing and Development	15,000	21,435	25,000
Investment Tax Program	235,000	198,530	121,000
Miscellaneous		158	3,000
Partner Funding		(7,500)	
Net Business and Growth Expenditures	1,446,870	1,438,294	1,390,053
<u>Economic Development - Tourism and Civic Celebrations</u>			
<u>Expenses</u>			
Memberships and Partnerships	13,200	10,686	16,000
Visitor Information Centre	5,000	488	5,000
Staff Development	8,500	9,356	11,500
Travel and Transportation	500	18	500
Advertising and Communications	3,000	2,640	3,000
Miscellaneous	500	655	500
Equipment Repairs and Rentals	1,500	1,649	1,500
Community Relations and Civic Events	240,000	404,959	236,500
Partner Funding		(14,230)	
Government Funding		(185,000)	
Net Tourism and Civic Celebrations Expenditures	272,200	231,221	274,500
<u>Economic Development - Arts and Culture</u>			
<u>Expenses</u>			
Miscellaneous	750	472	750
Grants	492,047	720,319	539,313
Cultural Initiatives	62,500	23,052	166,500
Net Arts and Culture Expenditures	555,297	743,843	706,563

**CITY OF CHARLOTTETOWN
2024/2025 Operating Budget
Economic, Tourism and Cultural Development**

	2023/2024 Budget	2023/2024 Forecast	2024/2025 Budget
<u>Economic Development - Events Attraction and Hosting</u>			
<u>Expenses</u>			
Staff Development	2,000	847	2,000
Travel and Transportation	5,000	817	5,000
Miscellaneous	1,000	676	1,000
Equipment Repairs and Rentals	1,500	1,302	21,500
Business/Community Development	575,000	700,731	879,000
Partner Funding		(73,264)	
Net Events Attraction and Hosting Expenditures	584,500	631,109	908,500
<u>Tourism Accommodation Levy</u>			
Revenue	1,800,000	2,253,157	2,000,000
<u>Expenses</u>			
Grants	1,743,500	2,205,220	1,898,000
Administrative Expenses	54,000	47,248	100,000
Meeting Expenses	1,500	263	1,500
Miscellaneous	500		
Bank Service Charges	500	426	500
Total Expenses	1,800,000	2,253,157	2,000,000
Net Tourism Accommodation Levy Expenditures	-	-	-
Net Economic Development, Tourism and Culture Expenditures	2,858,867	3,044,467	3,279,616

Environment and Sustainability

Department Summary

The Environment and Sustainability Department works with internal staff to manage the City's natural assets, reduce carbon emissions, and ensure City operations are environmentally, socially and economically sustainable. The department also works with external groups and individuals on programs to enhance Charlottetown's natural areas, ecosystem services, sustainable transportation, energy efficiency, food security, and climate resiliency.

Programs Provided

- Energy reduction programs, including Switch
- Climate action planning
- Natural areas and urban forest management
- Water conservation and flood prevention programs
- Food and waste programs
- Public transit and active transportation

Budget Highlights

- Public transit service delivery in Charlottetown, including the implementation of the new Public Transit Strategic Plan and the development of a new Active Transportation Plan
- Climate action: plan creation, energy efficiency projects, community engagement activities, and a flood rebate program
- Natural asset management, street, park and greenspace planting, stewardship and restoration, including a private land tree planting program
- Community gardening, food security, and food recovery projects

**CITY OF CHARLOTTETOWN
2024/2025 Operating Budget
Environment, Sustainability and Transit**

	2023/2024 Budget	2023/2024 Forecast	2024/2025 Budget
<u>Environment and Sustainability</u>			
<u>Revenue</u>	16,300	14,309	16,300
<u>Expenses</u>			
Salaries and Benefits	832,355	553,792	969,892
Staff Development	11,696	11,000	23,000
Travel and Transportation	15,232	4,038	11,789
Meeting Expenses	2,720	2,656	2,829
Projects	858,952	419,145	535,800
Education and Communication	53,800	47,300	65,000
Miscellaneous	1,632	7,598	10,597
Equipment Repair and Rentals	2,720	1,311	2,720
Community Microgrants	15,000	15,000	15,000
Partner Funding	(258,700)	(136,161)	(243,000)
Wage Assistance Funding	(59,169)		
Total Expenses	1,476,238	925,679	1,393,627
Net Environment and Sustainability Expenditures	1,459,938	911,370	1,377,327
<u>Public Transit</u>			
<u>Expenses</u>			
Projects	305,000	322,098	222,200
Miscellaneous	2,720		4,500
Grants	60,000	60,000	66,000
Transit Operations	2,089,127	2,089,127	2,512,797
Shelter Maintenance	75,000	75,000	75,504
Partner Funding	(180,000)	(607,225)	(556,200)
Net Public Transit Expenditures	2,351,847	1,939,000	2,324,801
<u>Switch Program</u>			
<u>Grant Funding</u>	1,780,000	813,410	541,269
<u>Expenses</u>			
Administrative Expenses	1,780,000	749,814	509,131
Bank Charges		2,347	2,386
Miscellaneous		61,249	29,752
Total Expenses	1,780,000	813,410	541,269
Net Switch Expenditures	-	-	-
Net Environment, Sustainability and Transit Expenditures	3,811,785	2,850,370	3,702,128

Finance

Department Summary

The Finance Department oversees all fiscal responsibilities in the City, including short-and long-term budget monitoring. It also manages purchases from City departments and insurance coverage for all City properties. It provides clear and complete information, along with support, to enable the best strategic decisions for the City.

Services Provided

- Short-and long-term operating and capital financial plans and budgeting
- Monitors budget
- Manages cash
- Billing and accounting for city revenues
- Accounts payable for all city departments
- Financial reporting and prepares annual audit documentation

Budget Highlights

- Status quo budget with some additional funds for consulting services for policy work and professional services

**CITY OF CHARLOTTETOWN
2024/2025 Operating Budget
Finance, Audit and Fiscal Services**

	2023/2024 Budget	2023/2024 Forecast	2024/2025 Budget
<u>Finance and Audit</u>			
<u>Revenue</u>			
Property Taxes	43,535,168	43,089,196	46,068,402
Provincial Grant	18,538,000	19,419,632	20,397,777
Parkade Fees	295,000	409,356	400,000
Municipal Capital Expenditure Grant	2,000,000	3,585,164	3,500,000
Other Revenue	1,080,800	1,359,136	1,282,800
Total Revenue	65,448,968	67,862,484	71,648,979
<u>Expenses</u>			
Salaries and Benefits	702,345	729,792	772,241
Professional Services	75,000	78,942	377,000
Staff Development	20,000	20,000	20,000
Meeting Expenses	3,000	2,278	3,000
Miscellaneous	15,000	11,999	15,000
Bank Service Charges	80,000	75,726	80,000
Total Expenses	895,345	918,737	1,267,241
Net Finance and Audit Surplus Revenue less Expenditures	(64,553,623)	(66,943,747)	(70,381,738)
<u>Fiscal Services</u>			
<u>Expenses</u>			
Interest on Long Term Debt	3,085,291	2,142,696	3,981,104
Interest on Short Term Debt	150,000	111,700	50,000
Depreciation	7,000,000	7,850,344	9,424,597
Net Fiscal Services Expenditures	10,235,291	10,104,740	13,455,701
<u>Insurance</u>			
<u>Expenses</u>			
Cyber Insurance	60,255	117,582	129,340
General Coverage	754,461	582,173	640,391
Net Insurance Expenditures	814,716	699,755	769,731
<u>Other</u>			
<u>Expenses</u>			
Agreements and Grants	3,096,300	3,603,794	3,232,198
Stipends to Citizen Representatives	50,400	16,349	42,000
Elections	75,000	76,315	75,000
Fleet Management	4,000	226,990	129,000
Extraordinary Expenses	2,500,000	255,500	1,500,000
Net Other Expenditures	5,725,700	4,178,948	4,978,198
Net Finance, Audit and Fiscal Services Deficit (Surplus)	(47,777,916)	(51,960,304)	(51,178,108)

Charlottetown Fire Department

Department Summary

The Charlottetown Fire Department protects lives and limits damage to property and the environment through the development and implementation of fire protection, fire prevention, fire investigation, rescue and hazardous material response and mitigation practices and procedures in the City. The department is guided by several City bylaws issued under the authority of the Provincial Municipal Governance and Fire Prevention Acts.

Programs and Services Provided

- Emergency response
- Training
- Public education sessions
- Fire investigation
- Fire inspection

Budget Highlights

- New self-contained breathing apparatus
- New fast rescue craft
- Two supervisory positions

**CITY OF CHARLOTTETOWN
2024/2025 Operating Budget
Charlottetown Fire Department**

	2023/2024 Budget	2023/2024 Forecast	2024/2025 Budget
Fire Services			
<u>Expenses</u>			
Salaries and Benefits	3,383,007	3,458,543	3,826,494
Office Supplies	1,632	1,479	1,682
Staff Development	111,171	96,651	114,506
Travel and Transportation	7,072	31	7,284
Meeting Expenses	5,000	2,564	5,150
Clothing	45,980	46,246	47,319
Advertising and Communications	9,248	6,695	9,525
Miscellaneous	1,500	9,732	3,399
Small Equipment	33,728	18,964	34,740
Radio System	8,704	9,144	8,965
Gas and Oil	25,894	38,545	26,671
Equipment Repairs and Rentals	62,560	76,242	64,437
Vehicle Maintenance and Repairs	94,438	98,210	97,271
Volunteer Programs	21,760	29,233	22,413
Special Projects	50,000		
Water Department Services	1,272,502	1,272,451	1,310,677
Fire Prevention Bureau	16,102	13,075	16,145
Air Supply and Service	11,000	12,703	14,300
Emergency Operations	20,864	3,386	17,370
Net Fire Services Expenditures	5,182,162	5,193,894	5,628,348

Human Resources

Department Summary

The HR department aligns human capital with the City's goals, fosters a positive work culture, and ensures compliance with legal standards, legislation, policy, bylaws and contracts.

Services Provided

- Ensures City complies with labour laws and regulations
- Manages payroll
- Recruitment
- Health and Safety
- Pension
- Labour relations
- Employee engagement
- Employee relations

Budget Highlights

- Increased 2024/25 training budget for employees
- Job Evaluation Project (to be completed by end of 2025 as per Job Evaluation Policy)
- Performance Management Enhancement Project

**CITY OF CHARLOTTETOWN
2024/2025 Operating Budget
Human Resources**

	2023/2024 Budget	2023/2024 Forecast	2024/2025 Budget
Human Resources			
<u>Expenses</u>			
Salaries and Benefits	1,061,371	758,702	1,029,943
Office Supplies	1,088	379	1,132
Employee Services	32,640	23,303	43,000
Payroll Services	152,320	150,262	150,470
Contract Services	65,280	44,003	97,891
Organizational Development	97,920	3,720	72,000
Staff Development	38,080	18,231	39,603
Miscellaneous	5,440	7,243	5,658
Office Equipment	3,264	1,240	3,395
Employee Assistance Program	21,760	12,000	22,630
Net Human Resources Expenditures	1,479,163	1,019,083	1,465,722

Mayor and Council

Department Summary

Charlottetown City Council is the governing body for the City. It is comprised of a Mayor and ten councillors representing ten wards within the city. The Mayor is elected at large, and councillors are elected by ward with elections held every four years.

Services Provided

- Ensuring general welfare of the City
- Approving policies, programs and services
- Passing resolutions and bylaws
- Approving budget

Budget Highlights

- Status quo budget

**CITY OF CHARLOTTETOWN
2024/2025 Operating Budget
Mayor and Council**

	2023/2024 Budget	2023/2024 Forecast	2024/2025 Budget
Mayor and Council			
<u>Expenses</u>			
Professional Services	11,000		11,000
Mayor and Council Development	30,000	40,500	50,000
Meeting Expenses	20,000	14,265	20,000
Mayor and Council	593,046	395,016	413,516
Advertising and Communications	26,000	22,096	26,000
New Equipment	11,000	1,968	11,000
Miscellaneous	2,500	2,510	2,500
Community Neighborhood Events	35,000	17,915	35,000
Intercommunity Affairs	25,000	4,285	25,000
Public Relations	213,300	164,304	210,300
Net Mayor and Council Expenditures	966,846	662,859	804,316

Parks and Recreation

Department Summary

The Parks and Recreation Department strives to enhance the quality of life for people who live and work within our municipality, as well as those who visit. The department provides leadership for the development of safe, accessible, diverse and high-quality recreational opportunities. It evaluates programs, services and facilities based on the personal, social, economic and environmental benefits.

Programs and Services Provided

- Maintains approximately 400 acres of parkland and greenspaces
- Maintains playgrounds, sport fields, sport courts, trails/boardwalks, outdoor pools, outdoor rinks, clubhouses/buildings, natural areas, forested parks, horticultural displays
- Offers direct delivery programs and community events
- Coordinates sport field bookings and scheduling
- Supports community organizations like minor sport groups, leagues and teams
- Administers the Minor Sport Subsidy Program
- Supports volunteer organizations
- Manages the operations of arenas and coordinates with Bell Aliant and Eastlink centres
- Oversees the scheduling of community centres
- Oversees and lead capital projects
- Enforces bylaws, policies and plans

Budget Highlights

- Introduction of new programs and facilities
- Proposing casual wage increases to be more competitive within the local job market
- Opening the new Simmons Sports Centre Facility, anticipated October 2024
- Removing old structures and installing new playground structures at different parks

**CITY OF CHARLOTTETOWN
2024/2025 Operating Budget
Parks and Recreation**

	2023/2024 Budget	2023/2024 Forecast	2024/2025 Budget
<u>Parks and Rec Administration</u>			
<u>Revenue</u>		157,142	
<u>Expenses</u>			
Salaries and Benefits	292,051	225,084	348,874
Mileage	2,200	2,200	2,700
Advertising	1,500		1,500
Staff Development	14,000		14,000
Seniors Engagement Committee	11,000	20,052	11,000
Meeting Expenses	2,000	1,762	2,000
Office	1,500	1,005	2,000
Youth Engagement Committee			10,000
Miscellaneous	500		500
Insurance Claims	5,000	13,593	10,000
Total Expenses	329,751	263,696	402,574
Net Administration Expenditures	329,751	106,554	402,574
<u>Programs and Grants</u>			
<u>Revenue</u>	129,175	153,800	133,049
<u>Expenses</u>			
Salaries and Benefits	527,513	470,287	542,403
Subsidies and Grants	221,435	219,440	224,683
Programs and Equipment	60,770	65,943	66,400
Special Events	6,350	5,107	6,350
Miscellaneous	500	574	500
Promotions (Brochures, Flyers, Ads)	6,500	6,380	6,612
Total Expenses	823,068	767,731	846,948
Net Program and Grants Expenditures	693,893	613,931	713,899
<u>Cody Bank Arena</u>			
<u>Revenue</u>	280,650	299,623	297,700
<u>Expenses</u>			
Salaries and Benefits	323,350	316,202	325,078
Staff Development	3,850	2,804	3,850
Utilities (Lights, Water, Phone, Fuel)	132,200	131,079	137,500
Repairs and Maintenance	57,750	55,819	60,750
Small Projects	15,000	10,950	15,000
Vehicle Repairs, Maintenance and Fuel	5,750	5,805	6,000
Miscellaneous	9,550	8,088	11,550
Total Expenses	547,450	530,747	559,728
Net Cody Banks Arena Expenditures	266,800	231,124	262,028

**CITY OF CHARLOTTETOWN
2024/2025 Operating Budget
Parks and Recreation**

	2023/2024 Budget	2023/2024 Forecast	2024/2025 Budget
<u>Simmons Arena</u>			
<u>Revenue</u>	265,500	262,660	325,750
<u>Expenses</u>			
Salaries and Benefits	269,125	258,729	326,318
Staff Development	3,850	2,574	3,850
Utilities (Lights, Water, Phone, Fuel)	148,250	146,756	162,500
Repairs and Maintenance	55,750	50,838	47,000
Small Projects	15,000	8,567	15,000
Vehicle Repairs, Maintenance and Fuel	4,900	4,121	250
Miscellaneous	9,550	8,041	12,050
Total Expenses	506,425	479,626	566,968
Net Simmons Arena Expenditures	240,925	216,966	241,218
<u>Parks</u>			
<u>Revenue</u>	67,100	70,458	64,450
<u>Expenses</u>			
Salaries and Benefits	1,890,530	1,746,120	2,072,725
Staff Development and Consulting Fees	5,000	3,640	5,000
Parks Maintenance	429,578	393,355	449,876
Vehicle/Equipment Repairs, Maintenance and Fuel	200,425	166,310	213,425
Sports Fields and Facilities Maintenance	47,000	46,811	51,700
Trail Maintenance (Including Boardwalk)	24,000	23,032	34,000
Miscellaneous	9,000	9,000	9,000
Pools	22,000	25,889	22,000
Outdoor Rinks			32,000
Special Initiatives	40,500	37,090	40,500
Total Expenses	2,668,033	2,451,247	2,930,226
Net Parks Expenditures	2,600,933	2,380,789	2,865,776
Net Parks and Recreation Expenditures	4,132,302	3,549,364	4,485,495

Planning and Heritage

Department Summary

The Planning and Heritage Department oversees the growth of the city by managing community planning, development and land use. Its responsibilities include providing building permits, creating development agreements, overseeing the update of the Official Plan, implementing the regulations of the Zoning and Development Bylaw and performing inspections. This department also oversees protection, enhancement and restoration of the City's heritage assets.

Programs and Services Provided

- Development/Subdivision applications processing
- Development agreements and building permits
- Short-term rentals licensing
- Heritage grants/tax incentives
- Affordable housing agreements/incentives
- Land-use complaints and enforcement

Budget Highlights

- Implementation of the HAF Initiatives
- Boosting staff complement to support expected growth
- Completion of the Official Plan and Creation of a new Zoning and Development Bylaw

**CITY OF CHARLOTTETOWN
2024/2025 Operating Budget
Planning and Heritage**

	2023/2024 Budget	2023/2024 Forecast	2024/2025 Budget
<u>Planning</u>			
Planning Permits, Licences and Housing Accelerator Fund	1,437,300	2,201,477	2,810,552
<u>Expenses</u>			
Salaries and Benefits	1,567,617	1,189,936	1,875,624
Office Supplies	12,000	5,884	15,000
Staff Development	42,000	26,017	45,000
Travel and Transportation	12,500	7,367	6,000
Design Review Board	17,100	2,478	24,000
Advertising and Communications	74,000	25,292	43,000
Miscellaneous	351,750	5,410	2,000
Planning Board Expenses	10,800	8,764	11,200
Planning and Heritage Committee	6,000	4,050	3,500
Planning Services	296,000	218,158	74,000
Implementation and Enforcement of STR Bylaw	20,000		20,000
Total Expenses	2,409,767	1,493,356	2,119,324
Net Planning Expenditures	972,467	(708,121)	(691,228)
<u>Heritage</u>			
<u>Expenses</u>			
Office Supplies	2,000	6,276	6,500
Staff Development	5,000	385	3,500
Heritage Board	3,600	1,683	12,000
Projects	6,000	2,219	2,500
Advertising and Communications	500		2,500
Grants	80,000	53,403	70,000
Heritage Area Study	20,000		60,000
Miscellaneous		442	
Net Heritage Expenditures	117,100	64,408	157,000
Total Planning and Heritage Expenditures	1,089,567	(643,713)	(534,228)

Charlottetown Police Services

Department Summary

Charlottetown Police Services (CPS) works to maintain a safe, healthy, and vibrant community. CPS partners with residents and organizations to identify and solve local challenges and to increase public safety for everyone in the capital.

Services Provided

- Emergency response
- Traffic safety
- Crime investigation
- Crime prevention
- Community building

Budget Highlights

- Additional staff
- Wage increase

**CITY OF CHARLOTTETOWN
2024/2025 Operating Budget
Charlottetown Police Services**

	2023/2024 Budget	2023/2024 Forecast	2024/2025 Budget
Police Services			
<u>Revenue</u>			
Provincial Court Fines	340,000	341,721	360,000
Parking	1,000,000	1,321,834	1,295,514
Provincial Funding	272,032	1,070,645	1,098,000
Other	143,634	293,190	303,500
Total Police Revenue	1,755,666	3,027,390	3,057,014
<u>Expenses</u>			
Salaries and Benefits	11,039,431	11,178,844	14,225,917
Commissionaires/Parking Meter Collections	244,797	249,168	277,000
Office Supplies	45,000	29,159	45,000
Staff Development	40,000	64,978	65,000
Atlantic Police Academy and Canadian Police College	85,000	54,154	100,000
Clothing	112,500	114,168	134,000
Advertising and Communications	15,000		15,000
Miscellaneous	205,705	79,385	200,000
Insurance Claims	10,000	(1,750)	10,000
Phones and Radios	8,500	5,958	8,500
Gas and Oil	152,320	151,324	155,000
Vehicle Maintenance and Repairs	150,560	142,847	120,000
Rental of CIB Vehicle Surveillance	13,056	4,886	14,000
Law Books	5,000	1,310	3,000
Breathalyzer and CPIC	12,000	7,092	15,000
Flashlights and Batteries	2,000	1,712	2,500
Identification Supplies	10,000	4,300	12,000
Ammunition	26,000	24,166	30,000
Inmate Meals	22,600	12,825	22,600
Humane Society	122,496	121,670	130,000
Operational Expenses (JFO)	50,000	93,753	100,000
Digital Forensic Services			75,000
Police Hardware and Emergency Response	50,000	25,243	60,000
PROS - Police Reporting and Occurrence System	3,000	57,927	5,000
Emergency Recording Equipment	7,500	3,300	7,500
Community Policing	20,000	2,380	20,000
Total Expenses	12,452,465	12,428,799	15,852,017
Net Police Services Expenses	10,696,799	9,401,409	12,795,003

Public Works

Department Summary

The Public Works Department oversees the development, repairs, and overall maintenance of the City's streets, sidewalks, and municipal buildings. The department also maintains green areas, coordinates special events, manages public parking and assists in traffic control, among other duties.

Services Provided

- Capital construction
- Manages public parking
- Urban beautification
- Maintains 14 municipal buildings
- Traffic management (signals, lights, marking)
- Manages stormwater
- Maintains and repairs 260 km of streets

Budget Highlights

- New Municipal Engineer and Civil Technician position
- Pownal Street Parkade repairs
- New sidewalk constructions
- Reconstruction of Seaview Boulevard
- Eastern Gateway phase 1 and 2 construction

**CITY OF CHARLOTTETOWN
2024/2025 Operating Budget
Public Works and Municipal Buildings**

	2023/2024 Budget	2023/2024 Forecast	2024/2025 Budget
<u>Public Works</u>			
<u>Revenue</u>		25,962	13,000
<u>Expenses</u>			
Salaries and Benefits	9,119,599	8,598,658	9,473,347
Professional Consulting	90,000	12,798	50,000
Office Supplies	33,000	21,948	30,000
Staff Development	40,000	19,671	40,000
Travel and Transportation	21,000	27,272	21,000
Meeting Expenses	7,500	5,396	7,500
Clothing	60,000	45,547	60,000
AVL Tracking	120,000	114,165	120,000
Insurance Claims	100,000	86,321	100,000
Urban Beautification	171,100	160,174	244,500
Tools	16,000	3,789	12,000
Water and Sewer	400	699	425
Cleaning Supplies	10,900	15,617	12,000
Service Contracts	141,400	155,392	155,000
Gas and Oil	502,100	513,168	552,100
Equipment Repairs and Rentals	39,200	24,867	32,600
Vehicle Maintenance and Repairs	574,800	746,128	701,000
Maintenance	32,000	20,002	33,600
Leased Equipment	75,000	77,415	79,000
Snow Removal	3,626,200	3,857,405	4,020,000
Street Cleaning	170,000	199,865	185,200
Street Resurfacing and Repair	549,000	773,785	700,000
Traffic Markings and Signs	156,500	156,846	185,800
Sidewalk and Curb (Union Maintenance)	70,200	54,894	71,500
Storm Water Control	10,000	3,795	10,000
Street Lighting	1,442,500	1,217,378	1,354,000
Traffic and Parking	25,000	28,971	26,000
Miscellaneous		(85,952)	
Total Expenses	17,203,399	16,856,014	18,276,572
Net Public Works Expenditures	17,203,399	16,830,052	18,263,572
<u>Municipal Buildings</u>			
<u>Expenses</u>			
Salaries and Benefits	767,600	762,851	850,000
Travel and Transportation	2,000	3,278	3,500
Utilities	607,525	635,440	672,365
Cleaning Supplies	64,600	(72,150)	56,500
Service Contracts	174,400	158,461	175,500
Property Taxes	633,300	420,612	440,000
Maintenance	245,300	239,788	232,800
Public Art Maintenance	2,000		2,000
Snow Removal	28,900	25,964	27,100
Net Municipal Buildings Expenditures	2,525,625	2,174,244	2,459,765
Net Public Works and Municipal Buildings Expenditures	19,729,024	19,004,296	20,723,337

Water and Sewer Utility

Department Summary

The Water and Sewer Corporation is a separate, yet wholly owned entity of the City providing water and wastewater services in the Charlottetown area and beyond.

Services Provided

- Water Supply – 4 wellfields
- Water Distribution – 2 booster stations and 300 km of water mains
- Wastewater Collection – 40 liftstations and 260 km of sewer mains
- Wastewater Treatment – Charlottetown, Stratford and Eastern PEI

Budget Highlights

- Planning for future water supply options
- Improving operation of sanitary sewer system
- Customer service portal development
- Infrastructure renewal planning

CITY OF CHARLOTTETOWN
2024/2025 Operating Budget
Charlottetown Water and Sewer Services

	2023/2024 Budget	2023/2024 Forecast	2024/2025 Budget
Charlottetown Water and Sewer			
<u>Revenue</u>			
Water and Sewer Service Fees	12,217,272	12,290,761	12,680,885
Sludge Handling Fees	274,176	280,487	280,000
Wastewater Treatment Fees	525,000	519,648	530,000
Public Fire Protection	1,318,502	1,272,451	1,310,624
Customer Services Billed	220,000	239,082	220,000
Municipal Government Expenditure Grant Funding	600,000	712,951	600,000
Miscellaneous		18,797	
Total Revenue	15,154,950	15,334,177	15,621,509
<u>Expenses</u>			
Salaries and Benefits	4,523,400	4,135,422	4,707,895
Solicitor and Consulting Fees	126,250	86,891	116,550
Office Supplies and Postage	97,070	116,140	111,680
Professional Auditing Services	35,000	40,893	35,000
Staff Development	72,250	69,642	81,430
Travel and Transportation	38,950	15,331	45,350
Advertising and Communications	5,000	4,005	5,000
Meeting Expenses	6,660	8,229	7,660
Clothing	82,477	61,731	86,724
Miscellaneous	47,300	39,383	2,300
Insurance	161,100	136,101	154,800
Heating Fuel	48,684	63,393	50,884
Phones and Radios	69,620	58,357	81,448
Utilities	1,242,702	1,255,873	1,270,287
Service Contracts	122,641	93,440	131,781
Committee Expenses	180,000	180,000	180,000
Elections	20,000		
Property Taxes	37,100	34,176	37,400
Gas and Oil	112,624	112,549	112,982
Equipment Repairs and Rentals	1,129,845	817,901	1,236,023
Vehicle Repairs and Maintenance	58,400	61,841	61,155
Infrastructure Repairs and Maintenance	617,818	730,058	710,035
Repairs and Maintenance - Buildings	832,257	718,665	839,108
Grants	56,000	32,000	56,000
Infrastructure Replacement	216,253	205,174	215,595
Asphalt	121,625	66,193	64,000
Backhoe Rental	54,550	57,930	62,733
Chemicals	405,275	349,866	405,275
Interest on Long Term Debt	1,562,700	1,259,155	1,557,700
Depreciation	3,450,000	3,031,086	3,100,000
Water Conservation	60,000	33,832	60,000
Extraordinary Expenses	50,000		200,000
Total Expenses	15,643,551	13,875,257	15,786,795
Net Water and Sewer Services Expenditures	488,601	(1,458,920)	165,286

City of Charlottetown

Charlottetown Water and Sewer

2024/2025 Capital Budget

March 31, 2024

**City of Charlottetown and Charlottetown Water & Sewer
2024/2025 Capital Budget**

	2023/2024 Capital Budget	2024/2025 Capital Budget
<u>City Capital Budget</u>		
Environmental Sustainability and Transit	23,683,391	6,107,988
Information Technology	815,000	645,000
Fire Dept/Emergency Preparedness	4,130,814	1,597,482
Parks and Recreation	35,980,859	22,487,526
Police	250,346	574,606
Public Works:		
Urban Beautification	415,000	175,000
Municipal Buildings	3,780,000	3,190,000
Traffic and Pedestrian Signals	690,000	470,000
Street Lighting	150,000	
Parkades Major Repairs	2,500,000	1,000,000
Land/Property Acquisitions	150,000	2,100,000
Street Rehabilitation/Intersection Upgrades	21,952,760	19,537,000
Sidewalks & Multipurpose Trails	6,546,900	3,490,000
Storm Water Management	2,050,000	1,240,000
Public Works Fleet	3,675,000	2,215,000
CARI	845,000	1,885,000
Eastlink	1,346,352	98,000
Total City Capital Projects	108,961,423	66,812,601
Less: External Partner Funding	(50,299,847)	(21,045,675)
Net City Capital Budget	58,661,576	45,766,927
<u>Water and Sewer Capital Budget</u>		
Water and Sewer Utility	14,375,000	16,959,622
Less: Partner Funding	(7,379,835)	(7,481,278)
Charlottetown Water and Sewer	\$ 6,995,165	\$ 9,478,344
Total Charlottetown and Utility Capital Budget	\$ 65,656,741	\$ 55,245,271

**City of Charlottetown
2024/2025 Capital Budget**

Environment Sustainability and Transit	Budget
Environmental Sustainability	
Bike Locker and Bike Racks	5,000
Water Refill Stations	20,000
Community Vegetable Planters	7,000
Downtown Tree Pits & Planters	45,000
Street & Park Trees	35,000
EV Charger	20,000
Total Environment and Sustainability	132,000
Less: External Partner Funding	(2,500)
Net Total Environment Sustainability	129,500

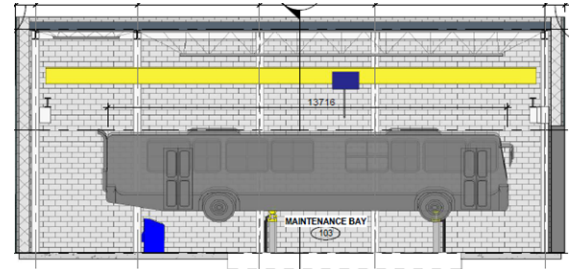
Transit	
Diesel Buses	2,692,800
New Transit Facility	2,576,000
Solar Battery Energy Storage System (BESS)	189,750
Electric Vehicle Charging	134,938
Infrastructure	382,500
Total Transit	5,975,988
Less: External Partner Funding	(4,374,383)
Net Total Transit	1,601,605

Net Total Environment Sustainability and Transit	1,731,105
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Public Transit Facility and Fleet

Department: Environment and Sustainability

Project: Public Transit Facility and Fleet



Project Description

The project will deliver a new transit facility and increase the public transit fleet:

- 5 used buses delivered
- 3 new diesel buses on order – fall 2024 delivery
- 3 new diesel buses to tender- 2025 delivery
- 4 new electric buses to tender – spring 2026 delivery

Strategic Alignment

- Infrastructure and the Environment
- Inclusive Economic Growth
- Community-Building and Placemaking
- Governance and Civic Engagement

Results to be Achieved

Design-build of transit depot at 5 and 7 Mount Edward Road, with spring 2026 completion, and 3 new maintenance bays, 19 storage and charging bays, meeting space, battery storage room, solar panels. This will move the City towards providing more sustainable and reliable transportation options to the growing population, while meeting greenhouse gas emissions targets.

Financial Summary

	Approved	Spent to Date	Remaining
Project Total	\$6,993,488	\$1,017,500	\$5,975,988
ICIP Funding	\$5,152,516	\$778,133	\$4,374,383
Net Project Cost	\$1,840,972	\$239,367	\$1,601,605

Forecasted as of March 31, 2024

	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029
Expenditure	\$5,975,988	\$17,164,563			
Partner Funding	\$4,374,383	\$12,684,181			
Net Expenditure	\$1,601,605	\$4,480,382			

**City of Charlottetown
2024/2025 Capital Budget**

Information Technology	Budget
Laptops, Desktops & Monitors	160,000
Learn/LPR Server (Police Services)	100,000
Rugged Devices	15,000
Parkdale Streaming Technology	90,000
Fiber Network Hardware	50,000
City Networking Modernization	40,000
Fire Inspection Records Database Migration	90,000
Network Hardware - MacAleer Drive to Brackley Fiber	40,000
Police - Forensic Server	20,000
IT Contingency	40,000
Total Information Technology	645,000
Net Total Information Technology	645,000

**City of Charlottetown
2024/2025 Capital Budget**

Fire and Emergency Preparedness	Budget
Fire	
Fire Station #3 Design & Build	132,482
Fast Response Craft	425,000
Engine 2 Replacement	50,000
Equipment - Firefighter Turnout Gear	150,000
Equipment - Small Equipment	120,000
Replace and Upgrade SCBA's	230,000
Total Fire	1,107,482
	-
Net Total Fire	1,107,482

Emergency Preparedness	
City Hall Electrical Upgrades	75,000
80 kW Generator Station 1	60,000
80 kW Generator Station 2 - Electrical Upgrades	90,000
Emergency Shelter Supply	25,000
125 kW Generator - Police Station	95,000
Generator Sherwood Hall	45,000
CARI & Eastlink Generator & Electrical	50,000
Cody Banks Generator & Electrical	50,000
Total Emergency Preparedness	490,000
Less: External Partner Funding	(125,000)
Net Total Emergency Preparedness	365,000

Replacement Fast Rescue Craft



Department: Charlottetown Fire Department
Project: Replacement Fast Rescue Craft

Project Description

This project will ensure the replacement and upgrade of this important firefighter component. All rescues on waterways in the Charlottetown Fire Department jurisdiction will be performed using this fast rescue craft.

Strategic Alignment

- Community-Building and Placemaking

Results to be Achieved

Providing a safe and reliable vessel for our members will improve public safety, department member safety and management coordination, all advancing the City's Strategic Plan. Improving response capabilities and having a greater presence in the harbour and surrounding areas allows our residents to see and feel a greater rescue and recovery presence.

Financial Summary

	Approved	Spent to Date	Remaining
Project Total	\$425,412		\$425,412
Partner Funding			
Net Project Cost	\$425,412		\$425,412

Forecasted as of March 31, 2024

Self Contained Breathing Apparatus Replacement

Department: Charlottetown Fire Department

Project: Self Contained Breathing Apparatus Replacement



Project Description

This project will ensure the reasonable and incremental replacement and upgrade of these vital firefighter life safety components. All members involved at structure fires, car fires, wildland fires, hazardous materials incidents and all other dangerous environments will wear these self contained breathing apparatus.

Strategic Alignment

- Community-Building and Placemaking

Results to be Achieved

Firefighters will experience vastly improved firefighting, search and rescue and rapid intervention activities.

Financial Summary

	Approved	Spent to Date	Remaining
Project Total	\$230,000		\$230,000
Partner Funding			
Net Project Cost	\$230,000		\$230,000

Forecasted as of March 31, 2024

	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029
Expenditure	\$230,000	\$240,000	\$250,000	\$260,000	\$270,000
Partner Funding					
Net Expenditure	\$230,000	\$240,000	\$250,000	\$260,000	\$270,000

**City of Charlottetown
2024/2025 Capital Budget**

Parks and Recreation	Budget
Arenas	
Arenas - Cody Bank Arena Repairs	100,000
Simmons Sports Centre Replacement	17,817,137
Total Arenas	17,917,137
Park Development and Playgrounds	
Playground Equipment & Development	488,903
Recreation, Parks and Facilities (Open Space) Master Plan	150,000
East Royalty Lagoon - Park Development	147,000
Round House Park Design	100,000
Install E-Watch Cameras	30,000
Total Park Development and Playgrounds	915,903
Victoria Park	
Land Improve - Victoria Park Shoreline	1,080,000
Victoria Park Plan Development	240,000
Victoria Park Tennis Courts	500,000
Victoria Park Restoration	5,148
Total Victoria Park	1,825,148
Sports Field Development & Upgrades	
Sports Field Upgrades	180,000
Central 1 Ballfield Light Replacement	10,000
Total Sports Field Development & Upgrades	190,000
Sport Facilities and Buildings	
Multi-Sport Outdoor Facilities-Mulberry	10,000
Buildings & Clubhouses	110,000
Pickleball Courts	60,000
Disc Golf Course	50,000
Total Sport Facilities and Buildings	230,000

**City of Charlottetown and Charlottetown Water & Sewer
2024/2025 Capital Budget**

Parks and Recreation	Budget
Trails and Pathways	
Land Improve - J. Frank McAulay - Pathway Phase 1	123,000
Land Improve - J. Frank McAulay - Pathway Phase 2	170,000
Land Improve - Hermitage Creek Trail Development	15,286
Land Improve - Andrew's Pond Trail Development	18,052
Land Improve - Acadian Drive Trail Development	15,000
East Royalty Landfill Old Road Restoration & AT	650,000
Shortcut Pathway (Terry Fox - Brighton)	100,000
Total Trails and Pathways	1,091,338
Water Access and Beach Development	
Charlottetown Yacht Club	318,000
Total Water Access and Beach Development	318,000
Total Parks and Recreation	22,487,526
Less: External Partner Funding	(6,605,000)
Net Total Parks & Rec	15,882,526

Simmons Sports Centre Replacement

Department: Parks and Recreation
Project: Simmons Sports Centre Replacement



Project Description

The Simmons Sports Centre Replacement project will be a state-of-the-art multisport and recreation facility in the heart of Charlottetown. This new community facility will feature many amenities accessible to user groups of all ages. The facility will be open year-round for all to enjoy and will include an indoor walking track, winter ice activities, summer floor activities, and an outdoor heated 25-meter swimming pool. The new Simmons Sports Centre is scheduled to open in October 2024.

Strategic Alignment

- Community-Building and Placemaking
- Infrastructure and the Environment

Results to be Achieved

Residents and tourists will have easier access to sport activities with the following facilities:

- NHL-sized ice surface arena with 6 dressing rooms and room for 590 spectators
- Double lane walking track surrounding the ice surface on the second level.
- Elevator to the second floor.
- 6 lane, 25 meter competitive swimming pool with accessible ramp and 3 separate change rooms.
- Multi-purpose room with natural light connected to the kitchen/canteen.

Financial Summary

	Approved	Spent to Date	Remaining
Project Total	\$36,546,265	\$18,729,128	\$17,817,137
ICIP Funding	\$17,788,344	\$12,788,334	\$5,000,000
Net Project Cost	18,757,931		12,817,137

Forecasted as of March 31, 2024

Playground Equipment/ Park Development

Department: Parks and Recreation

Project: Playground Equipment/Park
Development



Project Description

This project includes removing existing and installing new playground equipment, including:

- Swings at Skyview, Westcomb, Llwellyn, Marysfield and Gamwell parks.
- Medium structures at Bridle Path and Evergreen parks.
- Independent structures at West Royalty Community Centre Park and Westcomb Park.

This project also includes landscaping, concept plans for new parks and purchasing more structures for different parks throughout the city.

Strategic Alignment

- Community-Building and Placemaking
- Infrastructure and the Environment

Results to be Achieved

This will enable the department to continue replacing of these aging playground equipment structures and complete necessary park plans and development to enhance the safety and quality of life for every person in the City.

Financial Summary

	Approved	Spent to Date	Remaining
Project Total	\$577,267	\$88,364	\$488,903
Partner Funding			
Net Project Cost	\$577,267		\$488,903

Forecasted as of March 31, 2024

Victoria Park Shoreline Protection

Department: Parks and Recreation
Project: Victoria Park Shoreline Protection



Project Description

This project changes around 245 meters of shoreline in Victoria Park from sandstone to granite stones. The current sandstone has lost volume and no longer protects the area.

Strategic Alignment

- Community-Building and Placemaking
- Infrastructure and the Environment

Results to be Achieved

This project will make the park’s shoreline look better and will be more appealing for visitors to the park. This will also protect infrastructure like boardwalk, roadway, swimming pool, playground, and neighbouring properties.

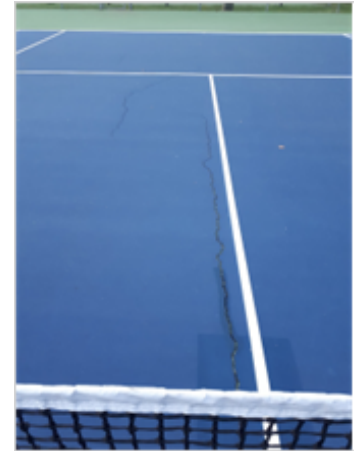
Financial Summary

	Approved	Spent to Date	Remaining
Project Total	\$1,080,000		\$1,080,000
CCBF Funding	\$1,080,000		\$1,080,000
Net Project Cost			

Forecasted as of March 31, 2024

Victoria Park Tennis Courts Replacement

Department: Parks and Recreation
Project: Victoria Park Tennis Courts Replacement



Project Description

This project will remove asphalt surface, replace unsuitable material, upgrade drainage and repave 5 tennis courts in Victoria Park to deal with ongoing surfacing cracking issues

Strategic Alignment

- Community-Building and Placemaking
- Infrastructure and the Environment

Results to be Achieved

These works will help prevent future problems with the courts and reduce the risk of accidents. Upgrading these courts will ensure they meet the appropriate standards.

Financial Summary

	Approved	Spent to Date	Remaining
Project Total	\$500,000		\$500,000
National Bank Funding	\$100,000		\$100,000
Net Project Cost	\$400,000		\$400,000

Forecasted as of March 31, 2024

East Royalty Park Old Road Restoration and Active Transportation Pathway

Department: Parks and Recreation
Project: East Royalty Park Old Road Restoration and Active Transportation Pathway



Project Description

The road redesign includes resurfacing a large section of the old asphalt road (600 meters), constructing a gravel driveway for the remaining 450 meters, and constructing a 1.8 meter wide Active Transportation Pathway along the full length of the road and driveway. This project upgrades and expands the road to include an Active Transportation Pathway.

Strategic Alignment

- Community-Building and Placemaking
- Infrastructure and the Environment

Results to be Achieved

These upgrades will enable the public to access Parkman Soccer Complex, Acadian Forest and trails, East Royalty Park and the neighbourhood of East Royalty from Acadian Drive. This project is anticipated to start May 2024.

Financial Summary

	Approved	Spent to Date	Remaining
Project Total	\$650,000		\$650,000
PEI AT Fund Funding	\$225,000		\$225,000
Net Project Cost	\$425,000		\$425,000

Forecasted as of March 31, 2024

Charlottetown Yacht Club Seawall Reconstruction

Department: Parks and Recreation
Project: Charlottetown Yacht Club Seawall Reconstruction



Project Description

The Charlottetown Yacht Club (CYC) received federal government funding for their reconstruction project. The City will help fund a section of the seawall and the new larger gangway on the CYC.

Strategic Alignment

- Community-Building and Placemaking
- Infrastructure and the Environment

Results to be Achieved

The City will enter into a license agreement with the CYC to own the dock and paddle launch area for the term of the agreement. This would ensure that the dock and paddle craft launch area will continue to exist for public use. The City will also be provided with a berth for the Charlottetown Fire Department fast rescue craft.

Financial Summary

	Approved	Spent to Date	Remaining
Project Total	\$318,000		\$318,000
Partner Funding			
Net Project Cost	\$318,000		\$318,000

Forecasted as of March 31, 2024

**City of Charlottetown
2024/2025 Capital Budget**

Police	Budget
Radios	100,000
Ballistic Equipment	22,000
Side Arm Replacement	8,954
Pro Laser IV - Lidar Speed Enforcement	6,000
Forensic Equipment	0
Surveillance Equipment - SCU	5,000
Carbine Noise Suppressors (Side Arms)	10,000
Carbine Vehicle Mounts	12,700
E-Watch Equipment	49,000
Digital Forensic Equipment & Licensing	20,000
Small Equipment & Less Lethal Weapons System	50,000
Photo & Redlight Enforcement Equipment	0
Critical Incident Command	200,000
Tactical Team Equipment	80,000
Guns & Gangs	10,952
Total Police	574,606
Less: External Partner Funding	(10,952)
Net Total Police	563,654

Critical Incident Command

Department: Charlottetown Police Services

Project: Critical Incident Command



Project Description

Every critical incident is unique, so first responders, communications operators, supervisors, and commanders must be equipped to make decisions and act in conditions of considerable uncertainty. This investment will help Charlottetown Police Services be prepared for potential critical incidents and better respond where these incidents occur and require significant police presence.

Strategic Alignment

- Community-Building and Placemaking
- Governance and Civic Engagement

Results to be Achieved

A better prepared response to future potential critical incidents ensuring Charlottetown Police Services adheres to the Mass Casualty Commission’s recommended 5 principles:

- Prepare for critical incidents before they happen.
- Recognize that every critical incident is unique, and therefore that training and preparation must equip first responders, communications operators, supervisors, and commanders to make decisions and act in conditions of considerable uncertainty.
- Ensure that planning, policies, and training include other agencies that will be involved in a critical incident response, fostering a culture of interoperability among emergency responders.
- Recognize that affected community members are the “true first responders” to a critical incident.
- Evaluate every critical incident response after it takes place.

Financial Summary

	Approved	Spent to Date	Remaining
Project Total	\$200,000		\$200,000
Partner Funding			
Net Project Cost	\$200,000		\$200,000

Forecasted as of March 31, 2024

City of Charlottetown
2024/2025 Capital Budget

Public Works	Budget
Urban Beautification	
Land Improvement-Tree Planting	50,000
Sidewalks-Streetscape Replacement	25,000
Christmas Display Replacements	5,000
Equipment Replacement	95,000
Total Urban Beautification	175,000
Municipal Buildings	
Various Civic Buildings - Misc Large Maintenance	200,000
Municipal Buildings - Furniture & Fixtures	75,000
Municipal Buildings Security Upgrades	50,000
City Hall Upgrades	300,000
Brownfield Redevelopment Initiative	750,000
Fire Station 1 Accommodations	100,000
Sherwood Rec. Hall - Master Plan	15,000
West Royalty Comm. Centre Upgrades	25,000
Hillsborough Park Comm. Centre Upgrades	760,000
Heartz Hall Upgrades	400,000
CPS -10 Kirkwood Dr- Building	100,000
MacAleer New Building	150,000
Mt. Edward Road Transit Building	225,000
35 St Peter's Rd (BGC)	40,000
Total Municipal Buildings	3,190,000
Traffic and Pedestrian Signals	
New Traffic Lights	100,000
Traffic/Parking - Signage Upgrades	75,000
Traffic Calming	20,000
Traffic/Parking - School Zone	50,000
Pedestrian Crossing (2024)	100,000
Traffic /Parking - Adaptive Signals	125,000
Total Traffic and Pedestrian Signals	470,000
Parkades Major Repairs & Parking	
Pownal St- Structural Rehabilitation	1,000,000
Total Parkades Major Repairs & Parking	1,000,000
Land/Property Acquisitions	
Land- Property Acquisitions	1,100,000
Confederation Centre	1,000,000
Total Land/Property Acquisitions	2,100,000

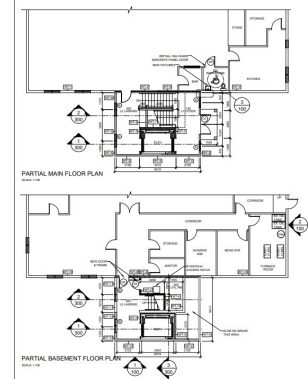
**City of Charlottetown and Charlottetown Water & Sewer
2024/2025 Capital Budget**

Public Works	Budget
Street Rehab/Intersection Upgrades	
Roads - Street Resurfacing	3,937,000
Streets - Engineering	1,000,000
Street Rehabilitation - Eastern Gateway - Ph 1	3,250,000
University Avenue Rehabilitation	50,000
Seaview Blvd Reconstruction	1,750,000
Street Rehabilitation - Water St	250,000
Street Rehabilitation - Eastern Gateway - Phase 2	9,300,000
Total Street Rehab/Intersection Upgrades	19,537,000
Sidewalks and Multipurpose Trails	
Sidewalk & Curb - Materials	425,000
Sidewalk & Curb - Equipment	15,000
Sidewalk - Engineering & Contingency	50,000
Sidewalk - New Construction	3,000,000
Total Sidewalks and Multipurpose Trails	3,490,000
Storm Water Management	
Storm Water - Equipment	15,000
Water/Sewer/Storm - Pipe & Catch Basin Materials	275,000
Water/Sewer/Storm - Small Infills & Repairs	250,000
Storm Water Management	700,000
Total Storm Water Management	1,240,000
Fleet Management	
Large Fleet - Parks and Recreation	380,000
Large Fleet - Police	300,000
Small Fleet - Public Works	1,075,000
Large Fleet - Public Works	460,000
Total Fleet Management	2,215,000
Total Public Works	33,417,000
Less: External Partner Funding	(9,568,650)
Net Total Public Works	23,848,350

Hillsborough Park Community Centre Upgrades

Department: Public Works

Project: Hillsborough Park Community Centre Upgrades



Project Description

This project will upgrade the community centre on Hillsborough Park to make it more accessible and usable. It will replace the wheelchair lift with an elevator, add a lobby and change the front of the building.

Strategic Alignment

- Community-Building and Placemaking
- Infrastructure and the Environment
- Governance and Civil Engagement

Results to be Achieved

This project will make the community centre more inclusive, improve the exterior and create a more enjoyable space for all.

Financial Summary

	Approved	Spent to Date	Remaining
Project Total	\$760,000		\$760,000
Partner Funding			
Net Project Cost	\$760,000		\$760,000

Forecasted as of March 31, 2024

Pownal Parkade Restoration

Department: Public Works

Project: Pownal Parkade Restoration



Project Description

This work will fix structural issues in the Pownal Parkade. The project will be done on one small section of the parkade at a time to not affect users. The construction will replace rebar and concrete.

Strategic Alignment

- Community-Building and Placemaking
- Infrastructure and the Environment
- Governance and Civil Engagement

Results to be Achieved

This project will make the Pownal Parkade safer for everyone. Preventing possible future accidents.

Financial Summary

	Approved	Spent to Date	Remaining
Project Total	\$1,000,000		\$1,000,000
Partner Funding			
Net Project Cost	\$1,000,000		\$1,000,000

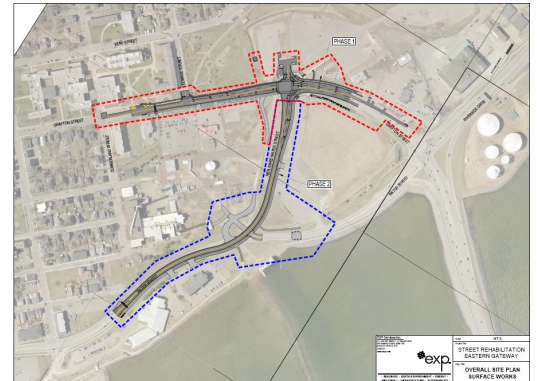
Forecasted as of March 31, 2024

	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029
Expenditure	\$1,000,000	\$3,000,000			
Partner Funding					
Net Expenditure	\$1,000,000	\$3,000,000			

Eastern Gateway Masterplan

Department: Public Works

Project: Eastern Gateway Masterplan
joint project with Water and
Sewer Utility



Project Description

This project is divided into two phases:

- Work on Grafton Street to fix storm drainage.
- Reroute Water Street to go through the Charlottetown Events Grounds near the Hillsborough Bridge.

Both phases are expected to be completed by August 2024.

Strategic Alignment

- Community-Building and Placemaking
- Infrastructure and the Environment
- Governance and Civil Engagement

Results to be Achieved

The upgraded drainage will prevent flooding near Joseph Ghiz Memorial Park and the road work will significantly reduce traffic on Grafton Street during peak hours. This work ties into a provincial project regarding Riverside Drive and Grafton Street, expected to be completed by 2025.

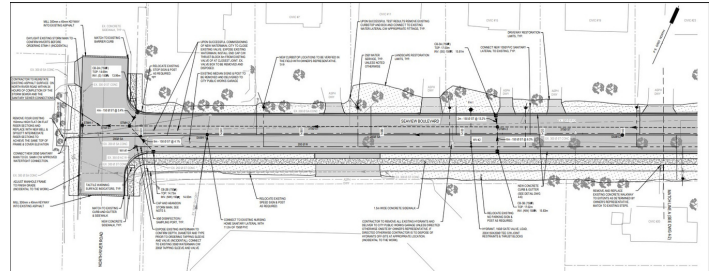
Financial Summary

	Approved	Spent to Date	Remaining
Project Total	\$14,550,000	\$2,000,000	\$12,550,000
ICIP Funding	\$3,145,900		\$3,145,900
Net Project Cost	\$11,404,100		\$9,404,100

Forecasted as of March 31, 2024

Seaview Boulevard Rehabilitation

Department: Public Works
Project: Seaview Boulevard Rehabilitation- joint project with Water and Sewer Utility



Project Description

This project will renew of stormwater system on Seaview Boulevard. Work includes repaving road with concrete and a new sidewalk.

Strategic Alignment

- Community-Building and Placemaking
- Infrastructure and the Environment
- Governance and Civil Engagement

Results to be Achieved

Renewal of aging infrastructure to help mitigate flooding and a renewed street enhancing safety for everyone.

Financial Summary

	Approved	Spent to Date	Remaining
Project Total	\$1,750,000		\$1,750,000
CCBF Funding	\$1,750,000		\$1,750,000
Net Project Cost			

Forecasted as of March 31, 2024

Water Street Rehabilitation

Department: Public Works
Project: Water Street Rehabilitation—
 joint project with Water and
 Sewer Utility



Project Description

This project will renew of stormwater system between Queen Street and Haviland Street. Work includes repaving road with concrete and a new sidewalk.

Strategic Alignment

- Community-Building and Placemaking
- Infrastructure and the Environment
- Governance and Civil Engagement

Results to be Achieved

Renewal of aging infrastructure to help mitigate flooding and a renewed street, enhancing safety for everyone.

Financial Summary

	Approved	Spent to Date	Remaining
Project Total	\$250,000		\$250,000
Partner Funding			
Net Project Cost	\$250,000		\$250,000

Forecasted as of March 31, 2024

Storm Water Modelling

Department: Public Works

Project: Storm Water Modelling

Project Description

This project will collect data on the City's storm water collection system to create a priority list on what sewer works are required. Data collection will not impact residents' daily routines while being undertaken.

Strategic Alignment

- Community-Building and Placemaking
- Infrastructure and the Environment
- Governance and Civil Engagement

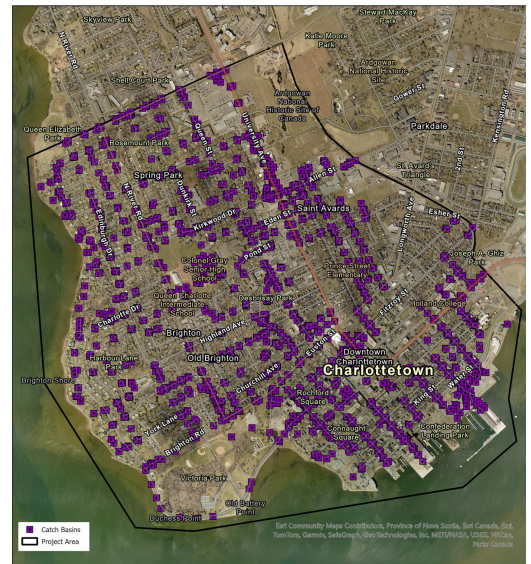
Results to be Achieved

This assessment will inform the City of the storm water collection system throughout Charlottetown. It will prioritize future work to avoid flooding after storms. The data collection will be valid for years.

Financial Summary

	Approved	Spent to Date	Remaining
Project Total	\$661,478.40		\$661,478.40
CCBF Funding	\$330,739.20		\$330,739.20
Net Project Cost	\$330,739.20		\$330,739.20

Forecasted as of March 31, 2024



**City of Charlottetown
2024/2025 Capital Budget**

Bell Aliant Centre (CARI)	Budget
Arena Compressors (annual)	60,000
Other minor Capital/Emergency Repairs (annual)	60,000
Temp Dehumidification for Summer Until Permanent is Installed	87,000
Consultation for Refrigeration System	50,000
Sinks and Faucets (Rink Concourse Hallway & Pool Change R	70,000
Suspended Infrared Heaters Rinks	30,000
EV Charging Stations	28,000
Phase 2 - Refrigeration Systems Replacement rink B	1,500,000
Total Bell Aliant Centre (CARI)	1,885,000
Less: External Partner Funding	(359,190)
Net Total Bell Aliant Centre (CARI)	1,525,810

**City of Charlottetown
2024/2025 Capital Budget**

Eastlink Centre	Budget
Storage Cubbies	38,000
Basketball Floor Resurfacing	60,000
Total Eastlink Centre	98,000
Net Total Eastlink Centre	98,000

**Charlottetown Water & Sewer
2024/2025 Capital Budget**

Charlottetown Water & Sewer	Budget
Whole Street Reconstruction with Public Works	
Eastern Gateway - Water & Sewer Rehabilitation	3,800,000
Seaview Boulevard - Water & Sewer Rehabilitation	1,200,000
University Avenue Reconstruction	30,000
Spencer Drive Extension	2,500,000
Total Whole Street Reconstruction with Public Works	7,530,000
Water and Sewer Works Projects	
Capital Planning Engineering	340,000
Mt. Edward Road Booster Station	600,000
Malpeque Station Refurbishment	250,000
Collector Sewer Lift Station Rehabilitation	1,200,000
Residential Metering	395,500
Wellfield Protection	1,000,000
Water Distribution System Upgrades	995,000
Motor Vehicles	335,000
Tangible Capital Asset Purchases	230,000
Contingency	200,000
Total Water and Sewer Works Projects	5,545,500
Wastewater Treatment Plant Projects	
WWTP CPCP Upgrades	340,000
Wastewater Lift Station Rehabilitation	974,122
WWTP Primary Digester Roof Rehabilitation	1,000,000
WWTP Aeration Tank Rehabilitation	150,000
WWTP Polymer & Dewatering Upgrades	50,000
WWTP Other Capital Projects	790,000
WWTP Control System Upgrades	380,000
WWTP Contingency	200,000
Total Wastewater Treatment Plant Projects	3,884,122
Total Water & Sewer	16,959,622
Less: External Partner Funding	(7,481,278)
Net Total Water & Sewer	9,478,344

Eastern Gateway Water and Sewer Rehabilitation

Department: Water and Sewer Utility
Project: Eastern Gateway Water and Sewer Rehabilitation



Project Description

This project involves water and sewer replacements in the Eastern Gateway in advance of road realignment. Work includes replacing of 140 meters of sanitary sewer, 1 kilometer of water main and installing of 250 meters of new watermain for the Water Street realignment.

Strategic Alignment

- Infrastructure and the Environment

Results to be Achieved

Renewal of aging infrastructure to help mitigate leaks and breaks, protecting the City's water resources and environment.

Financial Summary

	Approved	Spent to Date	Remaining
Project Total	\$5,500,000	\$1,700,000	\$3,800,000
ICIP Funding	\$2,419,890	\$1,246,610	\$1,173,280
Net Project Cost	\$3,080,110		\$2,626,720

Forecasted as of March 31, 2024

Seaview Boulevard Water and Sewer Rehabilitation



Department: Water and Sewer Utility
Project: Seaview Boulevard Water and Sewer Rehabilitation—joint project with Public Works

Project Description

This project includes water and sewer replacements, stormwater and streetscape enhancement on Seaview Boulevard to replace 430 meters of watermain and 420 meters of sanitary sewer main.

Strategic Alignment

- Infrastructure and the Environment

Results to be Achieved

Renewal of aging infrastructure helps mitigate leaks and breaks, protecting the City’s water resources and environment.

Financial Summary

	Approved	Spent to Date	Remaining
Project Total	\$1,200,000		\$1,200,000
Partner Funding			
Net Project Cost	\$1,200,000		\$1,200,000

Forecasted as of March 31, 2024

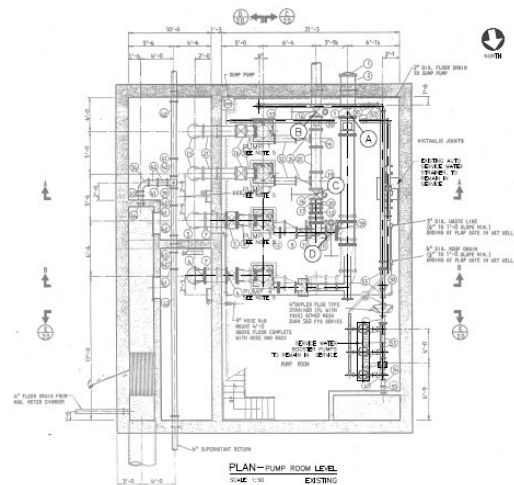
Wastewater Treatment Plant and Liftstation Rehabilitation

Department: Water and Sewer Utility

Project: Wastewater Treatment Plant and Liftstation Rehabilitation

Project Description

This project includes upgrades to the Charlottetown Wastewater Treatment Plant and collection system liftstations.



Strategic Alignment

- Infrastructure and the Environment

Results to be Achieved

Upgrading the Wastewater Treatment Plant and collection system will ensure the City continues to protect the Charlottetown Harbor water quality and the many benefits that provides, as well as ensuring efficient plant operations.

Financial Summary

	Approved	Spent to Date	Remaining
Project Total	\$3,520,000	\$2,545,878	\$974,122
ICIP Funding	\$2,419,890	\$1,866,892	\$552,998
Net Project Cost	\$1,100,110		\$421,124

Forecasted as of March 31, 2024

Wellfield Protection

Department: Water and Sewer Utility
Project: Wellfield Protection

Project Description

This project proposes purchasing land within wellfield protection zones.

Strategic Alignment

- Infrastructure and the Environment

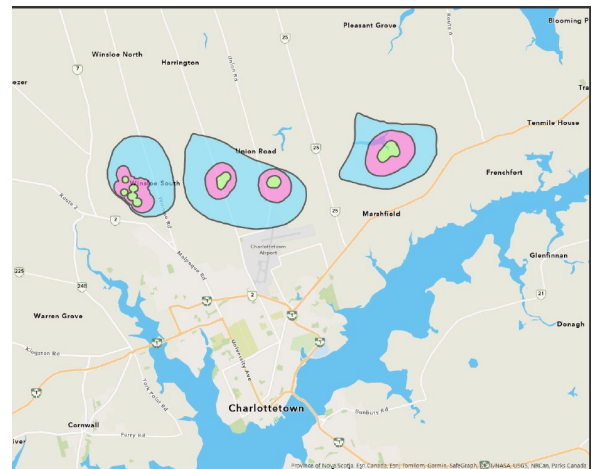
Results to be Achieved

Expanding the City's possession of land by wellfield protection zones will increase the municipality's ability to continue protecting its award winning groundwater quality and enhance natural areas.

Financial Summary

	Approved	Spent to Date	Remaining
Project Total	\$1,000,000		\$1,000,000
Partner Funding			
Net Project Cost	\$1,000,000		\$1,000,000

Forecasted as of March 31, 2024



Charlottetown Civic Centre Management Inc. Operating as Eastlink Centre

CARI - Bell Aliant Centre

2024/2025 Operational Budget

March 31, 2024

Bell Aliant Centre
Operating Budget 2024/25

Revenue

Operating Revenue	Budget 2024-25	Budget 2023-24	Variance %
Ice rentals	\$ 927,049	\$ 909,346	2%
Swim Instruction	461,649	436,800	6%
Municipal/Provincial tax rebate	295,618	295,618	0%
Public Swims/Waterslides	229,474	191,502	20%
Swim Club/Sports/Pool Rentals	142,880	133,700	7%
Swim Programs	101,117	98,682	2%
Advertising and Signage	56,125	40,300	39%
Sponsorship	51,750	33,000	57%
Bar revenue	22,000	19,000	16%
Wage Subsidy	10,000	10,000	0%
Merchandise sales	13,162	13,713	-4%
Training	-	14,400	-100%
Locker Rentals	3,480	3,000	16%
	2,314,304	2,199,061	5%
Operating Grants			
City of Charlottetown	1,127,703	985,085	14%
University of Prince Edward Island	168,507	147,197	14%
Town of Stratford	18,833	17,936	5%
	1,315,043	1,150,218	14%
Total Operating Revenue	3,629,347	3,349,279	8%

Expenses

Operating Expenses			
Wages and Benefits	2,158,730	2,019,523	7%
Utilities	773,223	746,251	4%
Property Taxes	300,271	300,271	0%
Supplies & Consumables	191,460	150,059	28%
Repairs/Maintenance	185,950	147,450	26%
Cost of Sales	52,881	49,207	7%
Advertising	15,000	2,000	650%
Insurance	43,669	36,372	20%
Office Administration & Supplies	53,731	49,451	9%
Professional Fees	16,000	14,200	13%
Staff Training / Travel	23,900	14,600	64%
Other	4,200	4,200	0%
Bad Debt	4,800	4,800	0%
Allocation from Commercial Tenants	(194,468)	(189,105)	3%
Total Operating Expenses	3,629,347	3,349,279	8%

Operating Earnings (Loss) - -

Bell Aliant Centre
Operating Budget (2024-25)
Department: Arena

	Budget	Budget	Variance
Operating Revenue	2024-25	2023-24	%
Ice rentals	\$ 927,049	\$ 909,346	2%
Advertising and Signage	56,125	40,300	39%
Bar revenue	22,000	19,000	16%
Sponsorship	3,250	3,250	0%
	1,008,424	971,896	4%
Operating Expenses			
Wages and Benefits	267,755	260,289	3%
Utilities	240,086	219,907	9%
Supplies & Consumables	31,800	25,000	27%
Repairs/Maintenance	90,000	81,000	11%
Cost of Sales	14,300	12,350	16%
Advertising	2,500	1,000	150%
Staff Training / Travel	4,800	3,600	33%
Bad Debt	2,400	2,400	0%
	653,641	605,546	8%
Operating Earnings (Loss)	354,783	366,350	-3%

Bell Aliant Centre
Operating Budget (2024-25)
Department: Aquatics

Operating Revenue	Budget 2024-25	Budget 2023-24	Variance %
Public Swims/Waterslides	\$ 229,474	\$ 191,502	20%
Swim Instruction	461,649	436,800	6%
Swim Programs	101,117	98,682	2%
Swim Club/Sports/Pool Rentals	142,880	133,700	7%
Wage Subsidy	10,000	10,000	0%
Merchandise sales	13,162	13,713	-4%
Locker Rentals	3,480	3,000	16%
Training	-	14,400	-100%
Sponsorship	3,250	3,250	0%
	965,012	905,047	7%
Operating Expenses			
Wages and Benefits	\$ 1,043,164	\$ 912,213	14%
Utilities	200,072	183,256	9%
Supplies & Consumables	123,660	101,059	22%
Repairs/Maintenance	61,950	41,950	48%
Cost of Sales	6,581	6,857	-4%
Advertising	2,500	-	100%
Office Administration & Supplies	3,500	3,500	0%
Staff Training / Travel	6,600	1,000	560%
Other	-	-	0%
Bad Debt	2,400	2,400	0%
	1,450,427	1,252,235	16%
Operating Earnings (Loss)	(485,415)	(347,188)	40%

Bell Aliant Centre
Operating Budget (2024-25)
Department: General & Administrative

Operating Revenue	Budget 2024-25	Budget 2023-24	Variance %
Municipal/Provincial tax rebate	\$ 295,618	\$ 295,618	0%
Sponsorship	45,250	26,500	71%
	340,868	322,118	6%
Operating Expenses			
Wages and Benefits	847,812	847,020	0%
Utilities	333,065	343,088	-3%
Property Taxes	300,271	300,271	0%
Supplies & Consumables	36,000	24,000	50%
Repairs/Maintenance	34,000	24,500	39%
Cost of Sales	32,000	30,000	7%
Advertising	10,000	1,000	900%
Insurance	43,669	36,372	20%
Office Administration & Supplies	50,230	45,951	9%
Professional Fees	16,000	14,200	13%
Staff Training / Travel	12,500	10,000	25%
Other	4,200	4,200	0%
Allocation from Commercial Tenants	(194,468)	(189,105)	3%
	1,525,279	1,491,497	2%
Operating Earnings (Loss)	(1,184,411)	(1,169,379)	1%

**Charlottetown Civic Centre Management Inc.
2024 - 2025 Budget**

Budget 04/01/2024 to 03/31/2025

REVENUE

Revenue

City of Ch'town Grant - Salaries	420,250.00
City of Ch'town Grant- Operations	636,948.00
City of Ch'town - Special Funding	0.00
2023 Canada Games Capital Projects	0.00
Prov. of PEI Grants	265,735.00
Grant - ACOA and Province	0.00
Province of PEI - special funding	0.00
Total Grants_	<u>1,322,933.00</u>

Arena Revenue

Islanders Games Amended Revenue	0.00
Islanders Ticket Fee	50,000.00
Islanders3% Card Sales	15,000.00
Islanders Prsnl Chrsgs less exp	50,000.00
Islanders Hockey	<u>115,000.00</u>
Basketball Revenue	0.00
Bball -3% Card Sales	0.00
Bball - Personnel Charges less exp	0.00
Bball - Facility Charges	0.00
Bball - Ticket Fee	0.00
Bball - Box Office	0.00
Power Basketball	0.00
Ice Rental-Minor Sport	135,000.00
Ice Rental- Other	60,000.00
Tournaments	4,500.00
Adult Skates	350.00
Suite Rental	0.00
Misc Arena Rentals	0.00
Total Arena Revenue	<u>314,850.00</u>

Trade Centre Revenue

Career Skills	0.00
Simulcast	0.00
Old Home Week_	60,000.00
Facility Charges - OHW	400.00
Personell Charges - OHW	0.00
Subtotal - OHW	<u>60,400.00</u>
Pickleball TC Rental	0.00
Dog Training TC Rental	0.00

Basketball TC Rental	0.00	
Misc Trade Centre Rentals	95,000.00	
Facility Charges -TC	1,000.00	
Personnel Charges -TC	10,000.00	
Office Charges -TC	0.00	
Phone Charges -TC	0.00	
Merchandise Charges -TC	0.00	
Box Office -TC	2,000.00	
Socan -TC	1,500.00	
Catering -TC	0.00	
3% Card Sales -Trade Centre	200.00	
Trade Centre charges subtotal		<u>109,700.00</u>
Total Trade Centre Revenue		<u>170,100.00</u>

Charlottetown Event Grounds

Event Grounds Revenue	0.00	
Event Grounds CADC Portion	0.00	
Event Grounds Expenses	0.00	
Event Grounds Expenses CADC Portion	0.00	
Event Grounds ECC Revenue less Exp		<u>0.00</u>
Total Event Grounds Revenue		<u>0.00</u>

Rental Income

Stage Rental	8,000.00	
Equipment Rental	0.00	
Misc. Rental	0.00	
Total Rental Income		<u>8,000.00</u>

Miscellaneous Revenue

Other Revenue	5,000.00	
Marketing Grant	75,000.00	
Interest Revenue on Investments	0.00	
Ticket Printing revenue	65,000.00	
Rebates	50,000.00	
PST Commission - canteen	0.00	
Pst Commission - special events	0.00	
Interest Revenue on A/R	0.00	
Deposit Interest	0.00	
Co Produced Event Income	0.00	
Total Other Revenue		<u>195,000.00</u>

Large Events

Large Event Revenue Holds	0.00
Event Income	90,000.00
Facility charges -Lg Ev	0.00
Personnel charges -Lg Ev	0.00
Poster Distribution -Lg Ev	0.00

Phone charges -Lg Ev	0.00
Catering -Lg Ev	0.00
Merchandise -Lg Ev	0.00
Advertising -Lg Ev	0.00
Box Office Commission -Lg Ev	0.00
Ticket Printing -Lg Ev	0.00
3% Card Sales -Lg Ev	25,000.00
Box office -Lg Ev	0.00
Socan -Lg Ev	0.00
Liquor Sales -Lg Ev	6,000.00
Coat Check -Lg Ev	0.00
Misc. -Lg Ev	0.00
Large Event Charges - subtotal	<u>121,000.00</u>
Total Large Events	<u>121,000.00</u>

Amortization of Deferred Contributi

Amortization of deferred capital co	0.00
Gain on sale of assets	0.00
Total Amortization	<u>0.00</u>

TOTAL REVENUE	<u>2,131,883.00</u>
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EXPENSE

Administration

Office Supplies	3,500.00
Telephone & Internet	35,000.00
Professional Fees	18,000.00
Computer	20,000.00
Photocopier	1,000.00
Custom Tickets	7,000.00
Covid Workplace Adaptation	0.00
Cash Short/Over	0.00
Administration Misc.	4,000.00
Courier & postage	400.00
Insurance	0.00
Interest & Bank Charges	4,000.00
Bad Debts	0.00
Total Administration Expenses	<u>92,900.00</u>

Building Fixed Cost

Insurance	20,500.00
Enhancements	0.00
Income Taxes	0.00
Property Taxes	18,000.00
Miscellaneous	0.00
Total Building Fixed Cost	<u>38,500.00</u>

Business Development

Board of Directors-Services(Stipend	25,000.00
Marketing/Economic Development	62,000.00
Professional Development	0.00
Meetings/Travel	1,500.00
Branding/Uniforms	6,000.00
Memberships	1,500.00
Total Business Development	<u>96,000.00</u>

Payroll Expenses

Permanent Salaries CCCMI	432,550.00
Seasonal Salaries CCCMI	55,000.00
Casual Salaries	0.00
Permanent Salaries City	351,446.00
Seasonal Salaries City	124,358.00
Box Office Wages CCCMI	0.00
Rocket Game Staff Salaries	0.00
EI Expense CCCMI	0.00
EI Expense City	0.00
CPP Expense CCCMI	0.00
CPP Expense City	0.00
WCB Expense CCCMI	0.00
WCB Expense City	0.00
Union Dues CCCMI	0.00
Group Ins. CCCMI	0.00
Health City	0.00
RRSP CCCMI	0.00
Co.Pen City	0.00
Ltd. City	0.00
Life	0.00
Employee Benefits ^^Combined	140,000.00
Power Engineering Checks	20,000.00
Total Payroll Expense	<u>1,123,354.00</u>

Repairs & Maintenance

Plumbing	18,000.00
Electrical	10,000.00
Cleaning	18,000.00
Garbage	7,000.00
Lumber & Supplies	0.00
Paint	3,000.00
Refridgeration	6,000.00
Grounds	2,000.00
Snow Removal	18,500.00
Repairs & Maint. Misc.	25,000.00
Arena Lighting	0.00

Compressors	2,500.00	
Doors	0.00	
Upgrades	25,000.00	
Capital Projects Expense	0.00	
Elevator	4,500.00	
Resurfacers	7,500.00	
Forklift	1,500.00	
Equip. Rental	0.00	
Total Repairs & Maintenance	<u>148,500.00</u>	
Utilities		
Lights/Power	257,500.00	
Heat	310,000.00	
Water	25,000.00	
Total Utilities	<u>592,500.00</u>	
Training		
Training	0.00	
Total training	<u>0.00</u>	
Large Events		
CADC Portion of Event Grounds	0.00	
Socan - Large Event	0.00	
Advertising - Large Event	0.00	
Catering - Large Event	0.00	
Stage Maintenance - Large Event	0.00	
Box Office - Large Event	0.00	
Personnel Charges -Large Event	0.00	
Liquor Purchase - Large Event	0.00	
Bar Staff - Large Event	0.00	
Facility Charges - Large events	0.00	
Large event charges-subtotal	<u>0.00</u>	
Credit/Debit card discounts	40,000.00	
Flea Market - Charges	0.00	
OHW - Charges	0.00	
Facility Charges - Trade Centre	0.00	
Personnel Charges-Trade Centre	0.00	
Catering - Trade Centre	0.00	
Coat Check - Trade Centre	0.00	
Phone Charges - Trade Centre	0.00	
Advertising - Trade Centre	0.00	
Trade Centre Charges - subtotal	<u>0.00</u>	
Total Large Events	<u>40,000.00</u>	
TOTAL EXPENSE	<u>2,131,754.00</u>	

NET INCOME

129.00

Generated On: 01/22/2024

DRAFT STATEMENTS



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