



**Budget by Service**  
**Department Name:** Recreation Services  
**Budget Code:** 10-8203  
**Staff:** Head Lifeguard, 5 Lifeguard Instructors

**Section:** Palmerston Pool  
**FTE:** 1

**Strategic Position:** 7.0 Maintain and enhance recreation opportunities to benefit persons of all ages and abilities using existing well maintained parks and facilities, and ensure the location, supply and availability of major facilities considering the cost as well as community development benefits.

**Actions** 7.5 youth use of facilities 7.9 increase accessibility 5.4 community fundraising

**Responsibility:** Pool operations, programs, cleaning and minor maintenance work.

| Operating Budget Summary                        |           |           |           |           |  |                 |
|---|-----------|-----------|-----------|-----------|--|-----------------|
| 2017 Budget (Actual \$31,700 to Sept 2017)      |           |           |           |           |  | <b>\$39,500</b> |
| Past & Projected (1%)                           |           | 0.01      |           |           |  |                 |
| 2016  | 2017      | 2018      | 2019      | 2020      |  |                 |
| \$ 38,000                                       | \$ 39,500 | \$ 40,500 | \$ 40,905 | \$ 41,314 |  |                 |
| Budget Initiatives                              |           |           |           |           |  |                 |
| 1. Decrease grant revenue and other revenue     |           |           |           |           |  | \$3,000         |
| 2. Decrease hydro and water expense             |           |           |           |           |  | -\$3,000        |
| 3. Increase wages and benefits expense          |           |           |           |           |  | \$1,110         |
| 4. Increase and decrease other various expenses |           |           |           |           |  | -\$110          |
| Proposed 2018 Budget                            |           |           |           |           |  | <b>\$40,500</b> |
|   |           |           |           |           |  |                 |

### Budget to Actual Issues

The Swim to Survive program generated extra swim lesson revenues, but also contributed to increased staff wages. Revenues ran close to budget with HST being payable on certain services, even when they are attended and used primarily by children aged 14 and under. A new pool schedule is being considered for 2017 which would include more defined times for private lessons, moving the afternoon public swimming start time from 1:00pm to 2:00pm and giving our Adventure Camp program their own swim time. The goal is to consolidate the schedule in order to avoid split shifts for staff, while continuing to provide quality programs and services to our patrons.

### Issues for 2018 and Beyond

Staffing will likely be an ongoing issue for years to come. The shortage of qualified guards resulted in more hours for fewer staff last year at both pools. The new schedule helped minimize the effect without drastic reductions in service levels. The increase in minimum wage will result in increased hourly rates of pay for Lifeguard Instructors, who hold at least three qualifications to be employed.



| Service Measures              | 2013 | 2014 | 2015 | 2016 | 2017 |
|-------------------------------|------|------|------|------|------|
| Swimming lesson registrations | 330  | 301  | 312  | 331  | 276  |
| Public swimming admissions    | 2093 | 2148 | 1767 | 1865 | 1610 |
| Swim passes sold              | 62   | 68   | 89   | 84   | 67   |

**C.A.O. Clerk and Recreation Services Manager Recommendation**

That the 2018 budget proposed for the Palmerston Pool be approved at \$40,500.

| 2018 OPERATING BUDGET                         |                                |                            |                   |                   |                            |                   |
|---|--------------------------------|----------------------------|-------------------|-------------------|----------------------------|-------------------|
| Account                                       | Description                    | 2016                       | 2016              | 2017              | 2017                       | 2018              |
|   |                                | YTD Actual -<br>Sept 30/16 | YTD Actual        | Budget            | YTD Actual -<br>Sept 30/17 | Budget            |
| <b>Palmerston Pool</b>                        |                                |                            |                   |                   |                            |                   |
| 1082-03-5862                                  | Govt Wage Subsidies            | 0.00                       | 1,576.00          | 2,000.00          | 0.00                       | 0.00              |
| 1082-03-5870                                  | Public Swimming Admission      | 7,400.06                   | 6,603.60          | 6,000.00          | 5,674.64                   | 6,000.00          |
| 1082-03-5871                                  | Season Swimming Pass           | 12,544.14                  | 13,192.67         | 14,000.00         | 10,524.81                  | 14,000.00         |
| 1082-03-5872                                  | Swimming Lesson Registration   | 24,605.31                  | 24,034.00         | 24,000.00         | 19,294.00                  | 24,000.00         |
| 1082-03-5873                                  | Special Program Registration   | 0.00                       | 0.00              | 0.00              | 0.00                       | 0.00              |
| 1082-03-5874                                  | Swim Team - Revenue            | 1,960.00                   | 1,940.00          | 2,100.00          | 1,140.00                   | 1,200.00          |
| 1082-03-5875                                  | Other Pool Rental Revenue      | 100.00                     | 896.46            | 900.00            | 380.53                     | 900.00            |
| 1082-03-5876                                  | Special Events                 | 0.00                       | 0.00              | 0.00              | 0.00                       | 0.00              |
| 1082-03-5890                                  | Donations & Misc. Revenue      | 191.50                     | 556.50            | 500.00            | 0.00                       | 400.00            |
|   | <b>Total Revenue</b>           | <b>46,801.01</b>           | <b>48,799.23</b>  | <b>49,500.00</b>  | <b>37,013.98</b>           | <b>46,500.00</b>  |
| 1082-03-6010                                  | Wages - Regular                | 6,386.56                   | 10,365.76         | 10,916.00         | 7,274.55                   | 10916.00          |
| 1082-03-6011                                  | Wages - Part Time              | 39,203.72                  | 39,203.72         | 39,000.00         | 36,211.43                  | 40,000.00         |
| 1082-03-6020                                  | Benefits - Regular             | 2,007.35                   | 3,270.27          | 3,384.00          | 2,209.70                   | 3384              |
| 1082-03-6021                                  | Benefits - Part Time           | 4,254.46                   | 4,254.46          | 4,290.00          | 3,563.81                   | 4,400.00          |
| 1082-03-6050                                  | Training                       | 168.20                     | 177.70            | 600.00            | 915.94                     | 700.00            |
| 1082-03-6060                                  | Mileage                        | 0.00                       | 0.00              | 0.00              | 0.00                       | 0.00              |
| 1082-03-6160                                  | Professional Memberships       | 302.00                     | 302.00            | 300.00            | 147.00                     | 250.00            |
| 1082-03-6210                                  | Annual Insurance Coverage      | 535.70                     | 535.70            | 550.00            | 554.32                     | 550.00            |
| 1082-03-6310                                  | Hydro & Water                  | 6,107.73                   | 7,381.27          | 12,000.00         | 7,577.07                   | 9,000.00          |
| 1082-03-6320                                  | Heat                           | 3,073.82                   | 3,155.82          | 3,300.00          | 1,790.30                   | 3,300.00          |
| 1082-03-6350                                  | Cleaning Supplies              | 202.14                     | 202.14            | 300.00            | 102.43                     | 300.00            |
| 1082-03-6360                                  | Washroom Supplies              | 128.15                     | 128.15            | 0.00              | 0.00                       | 0.00              |
| 1082-03-6371                                  | Grounds Maintenance - Summer   | 0.00                       | 0.00              | 0.00              | 0.00                       | 0.00              |
| 1082-03-6380                                  | Building Maintenance           | 1,111.02                   | 2,154.84          | 2,000.00          | 1,260.78                   | 2,000.00          |
| 1082-03-6390                                  | Splash Pad Maintenance         | 2,294.81                   | 3,567.31          | 3,600.00          | 2,138.17                   | 3,600.00          |
| 1082-03-6410                                  | Office Supplies                | 1,632.38                   | 1,665.35          | 1,410.00          | 835.12                     | 1,350.00          |
| 1082-03-6420                                  | Small Office Equipment <500.00 | 0.00                       | 0.00              | 0.00              | 0.00                       | 0.00              |
| 1082-03-6520                                  | Advertising & Promotions       | 0.00                       | 0.00              | 0.00              | 0.00                       | 0.00              |
| 1082-03-6530                                  | Telephone Services & Charges   | 126.35                     | 126.35            | 150.00            | 136.00                     | 150.00            |
| 1082-03-6700                                  | Palm Pool - Tfrs to Capital    | 0.00                       | 2,974.57          | 0.00              | 0.00                       | 0.00              |
| 1082-03-6710                                  | Small Tools & Equipment        | 0.00                       | 0.00              | 0.00              | 0.00                       | 0.00              |
| 1082-03-6720                                  | Equipment Repair & Maintenance | 567.16                     | 4,339.48          | 1,000.00          | 7.99                       | 1,000.00          |
| 1082-03-6730                                  | Safety Equipment               | 0.00                       | 0.00              | 100.00            | 0.00                       | 100.00            |
| 1082-03-6790                                  | Chemicals/Line/Paint           | 3,195.21                   | 3,195.21          | 4,000.00          | 2,463.14                   | 4,000.00          |
| 1082-03-6800                                  | Transfers to Reserves          | 1,500.00                   | 2,000.00          | 1,500.00          | 1,500.00                   | 1,500.00          |
| 1082-03-6850                                  | Miscellaneous Expenses         | 51.30                      | 51.30             | 600.00            | 25.64                      | 500.00            |
|   | <b>Total Expenditures</b>      | <b>72,848.06</b>           | <b>89,051.40</b>  | <b>89,000.00</b>  | <b>68,713.39</b>           | <b>87,000.00</b>  |
| <b>Excess Revenue over/under Expenditures</b> |                                | <b>-26,047.05</b>          | <b>-40,252.17</b> | <b>-39,500.00</b> | <b>-31,699.41</b>          | <b>-40,500.00</b> |