

Finance + Audit Committee Report BH.04.OCT0125.R07

October 1, 2025

Report to: Finance + Audit Committee, Board of Health

Subject 2026 Draft Budget

Recommendations

1. That the Finance + Audit Committee makes recommendation to the Board of Health to receive and approve the 2026 Draft Budget, as presented.

Background

Wellington-Dufferin-Guelph (WDG) Public Health receives funding for its operating budget from multiple sources. These include the Ministry of Health (“the Ministry”), the Ministry of Children, Community and Social Services (MCCSS), the City of Guelph, the County of Wellington, and the County of Dufferin.

The majority of WDG Public Health funding comes from the Ministry and is used to fund a range of public health programs that are cost-shared with the three municipalities that comprise WDG Public Health’s geographic territory (City of Guelph, County of Wellington, County of Dufferin). In addition, there are also a small number of 100% provincially funded programs.

This report presents a consolidated budget of the Agency’s program funding provided by the Ministry and includes a breakdown of:

- a) programs that are cost-shared with the three municipalities; and
- b) programs that are funded 100% by the Ministry in the annual service plan.

Appendices 1, 2, and 3 present these budgets, grouped as follows:

- Appendix 1 – Cost-Shared Budget
- Appendix 2 – Ministry of Health 100% Funded Budgets, for programs fully base funded
- Appendix 3 – Consolidated Budget

Each of the sub-budgets have been numbered, as follows, and these numbers will be used consistently throughout this report when referring to a sub-budget component:

Report Reference Number	Budget Type	Appendix
(1)	Cost-Shared Programs (Mandatory)	Appendix 1
(2)	100% Ministry of Health Funded Budgets	Appendix 2
(3)	Consolidated Budget	Appendix 3

Public Health and/or Financial Implications

The following assumptions have informed the 2026 budget:

Year Over Year Revenue Highlights

- WDG Public Health is expected to receive a 1% base budget increase from the Ministry of Health effective January 1, 2026.
- WDG Public Health is requesting that municipal funding be increased by 2.9% to support the overall cost-shared budget increases noted in this report.

Year Over Year Expense Highlights

- **Salaries and Wages** – salary increase of 3.25% for all budgeted positions, partially offset by some staffing reductions
- **Employee Benefits:**
 - Non-statutory – 2026 budgeted increases at 8% for medical and long-term disability, and 10% for dental
- **Travel** – inflation and increased mileage based on program needs
- **Staff Training** – continued investment in staff training to meet program need
- **Professional and Purchased Services**– decreases to mosquito larvicide costs
- **Building Occupancy** – inflation of expenses, offset by allocation of facilities expenses to eligible funding programs
- **Equipment and Furniture** – one-time budget allocation in 2025 is not required in 2026
- **Information and information technology equipment inflation**, offset by one-time budget allocation in 2025 that is not required in 2026
- **Expenditure Recoveries** – increase to vaccine revenues based on anticipated sales

(1) Cost-Shared Programs

Funding for Cost-Shared Programs is received as a global budget, meaning the Agency receives a lump sum of funding from the province used to fund program deliverables required to ensure adherence to the Ontario Public Health Standards. The allocation of these funds is determined by the Board of Health (BOH) based on Senior Leadership recommendations.

Cost-Shared Programs Included in this Funding Allocation

- Adverse Events Following Immunizations
- Childcare Inspections
- Chronic Diseases Prevention & Well Being
- Community Based Immunization Outreach
- COVID-19 Vaccination
- Effective Public Health Practice
- Emergency Management
- Food Safety
- Harm Reduction Program
- Health Hazard Prevention and Management
- Healthy Smiles Ontario
- Immunization for Children in Schools & Licensed Child Care
- Immunization Monitoring & Surveillance
- Infection Control
- Infectious Diseases Prevention
- Needle Exchange
- Oral Health Assessment & Surveillance
- Personal Services Inspections
- Population Health Assessment
- Rabies
- Safe Water (Drinking Water and Recreational Water)
- Comprehensive School Health
- Sexual Health
- Smoke Free Ontario
- Substance Use & Injury Prevention (Alcohol, Cannabis, and Other Drugs)
- Tuberculosis Prevention & Management
- Vaccine Administration – Clinical Services
- Vaccine Administration – Schools
- Vaccine Management
- Vector-Borne Diseases

(2) Ministry of Health’s 100% Funded Budgets

The Ministry also provides “dedicated funding” (at 100%) for specific positions, programs, and enhancements to programs.

This funding is presented in aggregate in Appendix 2, and includes the following for 2026:

- Medical Officer of Health/Associate Medical Officer of Health Compensation Initiative
- Ontario Seniors Dental Care Program (OSDCP)

Unlike the Cost-Shared Budget, this funding is allocated exclusively towards its intended program purpose as per Ministry direction.

(3) Consolidated Budget

The Consolidated Budget shows the Cost-Shared Program Budget and the Ministry's 100% Funded Programs combined. This is presented on Appendix 3.

WDG Public Health programs that are not included in this draft budget are:

- Healthy Babies Healthy Children (March 31 year-end) – funded by the MCCSS
- One-time Ministry grants – approved annually
- Other community grants – based on individual service contracts

(4) MCCSS 100% Funded Healthy Babies Health Children Budget

MCCSS provides “dedicated funding”, at 100%, for the Healthy Babies Health Children Program. This budget is presented in Appendix “5” for information purposes. The funding received for this program is provided on an April 1 to March 31 fiscal year.

Unlike the cost-shared budget, this funding is allocated exclusively towards its intended program purpose.

Budget Objectives

The Senior Leadership Team's objectives for the 2026 budget are:

- ensure the Agency is well-positioned financially
- align with the Agency's 2024 to 2028 Strategic Plan
- maintain a balanced budget
- deliver value for money

Budget Process

The following process was undertaken for the preparation of the 2026 budget:

To date:

- Budget guidelines provided to the management team
- Salaries and benefits costs for 2026 calculated by Finance with support from the Agency's benefit provider
- Preparation of program operating budgets and operational plans by Managers and Directors
- Review of program operating budgets and operational plans by Vice Presidents
- Compilation of Divisional Budgets by Finance
- Finance meetings with Agency leadership to review budgets submitted
- Executive review of draft budget
- Preparation of the report and presentation for the Finance + Audit Committee based on the Medical Officer of Health's approved draft

To come:

- Finance + Audit Committee review and recommendation to the BOH for approval
- BOH approval
- Preparation of the Annual Service Plan and Budget
- Submission of the Annual Service Plan and Budget (March/April 2026)
- Receive provincial funding approval from the Ministry in 2026
- Application to the Ministry of Health for available one-time funding opportunities

2026 Budget Information

One-Time Grants

The Agency will continue to explore Ministry and community one-time grant opportunities. Approved grants will continue to be presented to the Finance + Audit Committee in the quarterly financial reports.

Risk Analysis

As of the writing of this report, the areas of financial risk for the BOH related to the 2026 budget include:

- minimal changes to provincial funding over the long term despite significant population growth in the WDG service territory
- financial impact of any changes to the Ontario Public Health Standards
- inflation impacts on total operating costs
- increased service demands due to continued population growth
- significant unexpected expenses, including but not limited to outbreaks

Appendices

Appendix 1 – Cost-Shared Programs Budget (1)

Appendix 2 – Ministry of Health – 100% Funded Programs Budget (2)

Appendix 3 – Consolidated Budget (3)

Appendix 4 – Budget Notes

Appendix 5 – MCCSS – 100% Funded Healthy Babies Health Children Budget

References

1. Wellington-Dufferin-Guelph Public Health. (2017). *Finance Committee Report – WDGPH Municipal Funding Split* (BH.04.SEP2017.R15)

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Appendix 1

Wellington-Dufferin-Guelph Public Health 2026 Draft Budget – Cost Shared Programs Budget

Revenues

Government Funding

Grant - Ministry of Health

Municipal Funding

Grant - City of Guelph

Grant - County of Wellington

Grant - County of Dufferin

Sub-total Municipal Funding

Total Funding

Interest revenue

Total Interest Income

Total Revenues

Expenses

Employee Costs

Employee salaries and wages

Employee benefits

Total Employee Costs

Operating Costs

Travel

Staff training

Program supplies

Professional and purchased services

Equipment and furniture

Board of Health

Building occupancy

Information, IT equipment and telecommunications

Office expenses, printing, and postage

Expenditure recoveries and offset revenue

Transfers to reserves

Total Operating Costs

Total Expenses

Net Surplus (Deficit)

2025 BOH Approved	2026 Increase (Decrease)		Notes	Proposed Budget
	\$	%		
15,381,795	153,818	1.0%	1	15,535,613
4,569,795	132,524			4,702,319
3,092,769	89,690			3,182,459
2,106,131	61,078			2,167,209
9,768,695	283,292	2.9%	2	10,051,987
25,150,490	437,110	1.7%		25,587,600
29,765	235	0.8%		30,000
29,765	235	0.8%		30,000
25,180,255	437,345	1.7%		25,617,600
15,092,324	435,365	2.9%	3	15,527,689
5,316,668	214,929	4.0%	4	5,531,597
20,408,992	650,294	3.2%		21,059,286
251,143	7,819	3.1%		258,962
228,100	(400)	(0.2)%		227,700
428,183	11,325	2.6%		439,508
818,338	(16,071)	(2.0)%		802,267
102,870	(96,870)	(94.2)%	5	6,000
33,650	0	0.0%		33,650
1,124,288	(45,989)	(4.1)%	6	1,078,299
1,347,262	8,075	0.6%		1,355,337
153,719	(37,844)	(24.6)%	7	115,875
(204,864)	(42,994)	21.0%	8	(247,858)
488,574	0	0.0%		488,574
4,771,263	(212,949)	(4.5)%		4,558,314
25,180,255	437,345	1.7%		25,617,600
0	0			0

Appendix 2

Wellington-Dufferin-Guelph Public Health

2026 Draft Budget – 100% Ministry of Health Funded Budgets

Revenues

Government Funding

Grant - Ministry of Health

Grant - City of Guelph

Grant - County of Wellington

Grant - County of Dufferin

Transfers from reserve

Total Revenues

Expenses

Employee Costs

Employee salaries and wages

Employee benefits

Total Employee Costs

Operating Costs

Travel

Staff training

Program supplies

Professional and purchased services

Equipment and furniture

Building occupancy

Information, IT equipment, and telecommunications

Total Operating Costs

Total Expenses

Net Surplus (Deficit)

2025 BOH Approved	2026		Notes	Proposed Budget
	Increase (Decrease) \$	%		
1,656,700	32,847	2.0%	1	1,689,547
0	0			0
0	0			0
0	0			0
0	0			0
1,656,700	32,847	2.0%		1,689,547
561,637	39,729	7.1%		601,366
184,570	15,756	8.5%		200,326
746,207	55,485	7.4%		801,692
9,000	3,000	33.3%	2	12,000
3,000	0	0.0%		3,000
201,000	0	0.0%		201,000
658,493	(58,745)	(8.9)%		599,748
20,000	0	0.0%		20,000
10,000	30,500	305.0%	3	40,500
9,000	2,607	29.0%		11,607
910,493	(22,638)	(2.5)%		887,855
1,656,700	32,847	2.0%		1,689,547
0	0			0

Notes:

1. Details of 100%-Funded Programs

Ontario Seniors Dental Care Program

MOH/AMOH Compensation

	2026		
Ontario Seniors Dental Care Program	1,479,100	0	0.0%
MOH/AMOH Compensation	177,600	32,847	18.5%
Total	1,656,700	32,847	2.0%

• MOH/AMOH Compensation: Funding adjusted annually as per revised Ministry salary grid.

2. Reduction in expected dentist costs

3. Increase in allocation of facility costs associated with seniors dental program.

Appendix 3

Wellington-Dufferin-Guelph Public Health 2026 Draft Budget – Consolidated

Revenues

Government Funding

Grant - Ministry of Health

Municipal Funding

Grant - City of Guelph

Grant - County of Wellington

Grant - County of Dufferin

Sub-total Municipal Funding

Total Funding

Interest revenue

Total Interest Income

Total Revenues

Expenses

Employee Costs

Employee salaries and wages

Employee benefits

Total Employee Costs

Operating Costs

Travel

Staff training

Program supplies

Professional and purchased services

Equipment and furniture

Board of Health

Building occupancy

Information, IT equipment, and telecommunications

Office expenses, printing, and postage

Expenditure recoveries and offset revenue

Transfers to reserves

Total Operating Costs

Total Expenses

Net Surplus (Deficit)

2025	2026		
BOH Approved	Increase (Decrease)		Notes
	\$	%	
17,038,495	186,665	1.1%	
4,569,795	132,524		
3,092,769	89,690		
2,106,131	61,078		
9,768,695	283,292	2.9%	
26,807,190	469,957	1.8%	
29,765	235	0.8%	
29,765	235	0.8%	
26,836,955	470,192	1.8%	
15,653,961	475,094	3.0%	
5,501,238	230,685	4.2%	
21,155,199	705,779	3.3%	
260,143	10,819	4.2%	
231,100	(400)	(0.2)%	
629,184	11,324	1.8%	
1,476,830	(74,815)	(5.1)%	
122,870	(96,870)	(78.8)%	
33,650	0	0.0%	
1,134,288	(15,489)	(1.4)%	
1,356,262	10,682	0.8%	
153,719	(37,844)	(24.6)%	
(204,864)	(42,994)	21.0%	
488,574	0	0.0%	
5,681,756	(235,587)	(4.1)%	
26,836,955	470,192	1.8%	
0	0		

Appendix 4

Wellington-Dufferin-Guelph Public Health 2026 Draft Budget – Budget Notes

Notes:

1. **Ministry of Health:**
 - A base funding increase of 1% over the 2025 approved funding.
2. **Municipalities:**
 - Request for funding increase from municipalities is set at 2.9% overall.
 - 2026 Municipal splits based on 2021 census data (City of Guelph 46.78%, County of Wellington 31.66%, County of Dufferin 21.56%).
 - Every five years there is a correction to the municipal splits.
 - The combined municipal funding represents 39.3% of total cost-shared program funding.
3. **Employee Salaries and Wages:**
 - Staff salaries increase for all staff in 2026 of 3.25%, partially offset by reduction in employees.
4. **Employee Benefits:**
 - Non-Statutory Benefits are increased April 1st of each year. Increases estimated at 8% for both medical and long-term disability, and 10% for dental have been projected effective April 1, 2026.
5. **Equipment and Furniture:**
 - One-time budget allocation in 2025 is not required in 2026.
6. **Building Occupancy:**
 - Inflation of expenses, offset by allocation of facilities expenses allocated to eligible funding programs.
7. **Office expenses, printing, and postage:**
 - Reduction in courier costs that are now performed by WDGPH staff.
8. **Expenditure Recoveries:**
 - Increase in vaccine sales.

Appendix 5

Wellington-Dufferin-Guelph Public Health

2026 Draft Budget – Healthy Babies, Healthy Children 100% Ministry of Children, Community and Social Services

Total Revenues

Expenses

Employee Costs

Employee salaries and wages

Employee benefits

Total Employee Costs

Operating Costs

Travel

Staff training

Program supplies

Professional and purchased services

Information, IT equipment, and telecommunications

Office expenses, printing and postage

Total Operating Costs

Total Expenses

Net Surplus (Deficit)

2024-25	2025-26	2026-27
Approved Budget	Proposed Budget	
\$ 1,888,451	\$ 1,888,451	\$ 1,888,451
1,351,308	1,345,676	1,341,064
451,870	456,649	469,371
1,803,178	1,802,325	1,810,435
30,009	30,309	37,335
9,200	9,292	9,500
14,094	14,235	6,500
8,063	8,144	7,929
21,996	22,216	16,102
1,911	1,930	650
85,273	86,126	78,016
1,888,451	1,888,451	1,888,451
0	0	0