



## REPORT FIN-2018-001

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TO: Mayor and Members of Council

FROM: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: January 10, 2018

SUBJECT: 2018 Capital and Operating Budget Update  
File No. F05 BUD, F26 OPE, F26 CAP

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### RECOMMENDATIONS

That Report FIN-2018-001 regarding the 2018 Capital and Operating Budget Update be received.

### DISCUSSION

#### Purpose

The purpose of this report is to:

1. Provide Council an update on the items that were discussed at the September 27<sup>th</sup> and November 29<sup>th</sup> budget meetings; and
2. Present Operating and Capital Budget changes that have occurred due to more current information being available to staff.

#### Background

On November 29, 2017 Council received report FIN-2017-033 - 2018 Proposed Budget. The following table was presented to Council to summarize the proposed Capital and Operating Budget.

	<b>2017 Approved Budget</b>	<b>2018 Proposed Budget</b>	<b>Difference</b>	<b>Estimated Tax Rate Impact</b>
Total Capital Taxation Levy	\$840,866	\$913,349	\$72,483	2.07%
Total Operating Taxation Levy	\$2,642,266	\$2,697,865	\$55,599	1.59%
Total Municipal Taxation Levy	\$3,483,132	\$3,611,214	\$128,082	3.66%

## Operating Budget Updates – Excluding Building Department

Outlined below are updates to the proposed operating budget. The Building Department is reported on separately as there are no tax levy impacts associated with changes to the Building Department budget.

1. The budget presented on November 29, 2017 included an increase of 6.40% for Manulife premiums based on the 9 month claims experience and renewal projection.

*Staff Update:*

The Township received the Manulife Insurance Renewal Report for 2018 in December which resulted in a decrease of premiums of 0.70%.

*Budget Impact:*

\$10,352 tax levy decrease.

2. Council approved a 1.69% cost of living adjustment.

*Staff Update:*

The budget presented on November 29, 2017 included a Cost of Living Adjustment of 1.50%.

*Budget Impact:*

\$3,608 tax levy increase.

3. Council directed staff that the \$10,000 for the NSERC CRC Application be redirected should a study be conducted on multiple penetrating aquifer wells in Puslinch.

*Staff Update:*

The budget presented on November 29, 2017 did not include the amount of \$10,000 for the NSERC CRC Application – Advancement of Groundwater Multi-Level System Technologies.

*Budget Impact:*

\$10,000 tax levy increase in Administration - Engineering and Environmental expenses.

4. In accordance with the November 29, 2017 Council Meeting Minutes, Council directed staff to include grant funding amounts as outlined below:

<b>Organization</b>	<b>Approved 2018 Amount</b>
Aberfoyle Agricultural Society	\$3,000
Puslinch Lake Conservation Association	\$25,000
Sunrise Therapeutic Riding and Learning Centre	\$1,500
Friends of Mill Creek – Grand River	\$1,250
Whistle Stop Cooperative Preschool	\$500
Wellington County Farm and Home Safety Association	\$500
Wellington County Plowmen’s Association	\$100
<b>Total per above</b>	<b>\$31,850</b>

*Staff Update:*

Staff had incorporated grant funding at 2017 levels - \$32,250 in the draft budget presented on November 29, 2017.

*Budget Impact:*

\$400 tax levy decrease.

5. Council approved a one-time base budget increase of \$2,000 for the Fire & Rescue 50<sup>th</sup> anniversary celebrations.

*Staff Update:*

The budget presented on November 29, 2017 did not include this one-time base budget increase of \$2,000.

*Budget Impact:*

\$2,000 tax levy increase.

6. Council approved a one-time base budget increase of \$6,800 for Fire & Rescue Services to be funded by the Fire Equipment Replacement Discretionary Reserve.

*Staff Update:*

The budget presented on November 29, 2017 did not include this one-time base budget increase of \$6,800.

*Budget Impact:*

\$6,800 increase in expenditures in the Fire & Rescue Services Department Budget with no tax levy impact as it is funded by the Fire Equipment Replacement Discretionary Reserve.

7. The budget presented on November 29, 2017 included an amount of \$100 for the Wellington Dufferin Mutual Aid Membership in Fire and Rescue Services.

*Staff Update:*

Based on new information received by staff, the fee for the Wellington Dufferin Mutual Aid Membership has increased to \$1,000 due to a training component now being included during these meetings.

*Budget Impact:*

\$900 tax levy increase.

8. The budget presented on November 29, 2017 excluded a budget amount for retaining an Integrity Commissioner should it be required by the Township.

*Staff Update:*

As discussed in Report ADM-2018-001, it is recommended that the Township appoint a Joint Integrity Commissioner to share the services for Wellington County and the lower tier municipalities similar to the arrangements currently in place for the Closed Meeting Investigator. The hourly rate is \$300 plus mileage and expenses, with no retainer.

*Budget Impact:*

\$2,000 tax levy increase.

9. The budget presented on November 29, 2017 excluded additional amounts for retaining experts for a legal matter before the Normal Farm Practices Board.

*Staff Update:*

Township staff obtained cost estimates which amount to approximately \$17,000.

*Budget Impact:*

\$17,000 tax levy increase.

10. The budget presented on November 29, 2017 included revenue amounts based on the year to date amounts in the Keystone General Ledger system as of November 10, 2017.

*Staff Update:*

Based on the year to date amounts noted as of December 28, 2017, it is recommended that the revenue amounts be adjusted.

*Budget Impact:*

Outlined below are the tax levy impacts associated with the adjustments in the revenue amounts based on year to date figures noted in Keystone.

Revenue Item	Department	November 29, 2017 Proposed Budget	Current Proposed Budget	Tax Levy Impact
CN Railway Payment in Lieu	Corporate	\$1,135	\$1,219	\$84 Decrease
Recoveries from Staff Events	Administration	\$950	\$1,200	\$250 Decrease
Hall-Prime	PCC	\$21,772	\$22,800	\$1,028 Decrease
Hall- Non-Prime	PCC	\$15,000	\$16,000	\$1,000 Decrease
Meeting Room	PCC	\$6,383	\$8,000	\$1,617 Decrease

11. The budget presented on November 29, 2017 included a Full-Time Equivalents (FTE) analysis. Council requested further clarification on the change in full-time equivalents from 2017 to 2018 as it relates to the Public Works and Parks areas.

*Staff Update:*

As discussed in Report FIN-2017-029, staff recommended that the Township pursue transferring the part-time groundskeeper position currently allocated to the Parks Operating Budget to a combined Public Works and Parks full-time position similar to what was approved in 2015.

The FTE analysis has been updated and is included in Schedule A to this Report. Outlined below is an excerpt from Schedule A which notes the change in FTE's from 2017 to 2018 in Public Works and Parks:

Department	2017	2018 Proposed	Total Inc./ (Dec.)
Public Works	5.65	5.40	-0.25
Parks	0.70	1.24	0.54
<b>Total</b>	<b>6.35</b>	<b>6.64</b>	<b>0.29</b>

As noted in Report FIN-2017-029, the total decrease in Public Works of 0.25 FTE in 2018 relates to the 2018 one-time savings associated with not filling the Public Works Foreman position until after April 1, 2018. Also, commencing in 2019, Report FIN-2017-029 indicated that the seasonal equipment operators in Public Works are to decrease from the current complement of two to one.

Outlined below is the comparison of 2017 to 2019 based on decreasing the seasonal equipment operators in Public Works from the current complement of two to one and filling the Public Works Foreman position for the full year in 2019.

<b>Department</b>	<b>2017</b>	<b>2019 Proposed</b>	<b>Total Inc./ (Dec.)</b>
Public Works	5.65	5.33	-0.32
Parks	0.70	1.24	0.54
<b>Total</b>	<b>6.35</b>	<b>6.57</b>	<b>0.22</b>

Although the net FTE's is still an increase of 0.22 in 2019 as per the table above, there were other savings identified in Report FIN-2017-029 which resulted in no tax levy impact associated with changing the part-time groundskeeper position to a combined Public Works and Parks full-time position. See the excerpt below from Report FIN-2017-029 of the savings:

<b>Item #</b>	<b>Description</b>	<b>2018 Budget Decrease</b>	<b>Notes</b>
1	Seasonal Wages – Public Works	\$18,529	680 hours * \$26.20/hour plus vacation pay of 4%
2	PT Benefits – Public Works	\$1,702	EHT – 1.95%; EI – 2.28%; CPP – 4.95%
3	WSIB – Public Works	\$566	3.05%
4	Part-Time Wages – Parks	\$20,338	Recommend changing PT to FT position
5	Part-Time Benefits - Parks	\$1,867	See above
6	WSIB – Parks	\$620	See above
7	Contract Services - Parks	\$4,000	Hayden's – rolling, aerating, fertilizing – proposed to be completed in house
8	Optimist Recreation Centre Accounts - 2018 Proposed Savings	\$6,000	-01-0080-4205 – Equipment Maintenance and Supplies - \$2,000 -01-0080-4215 – Cleaning, Maintenance & Supplies for Building - \$2,000 -01-0080-4222- Cleaning, Maintenance & Supplies - Exterior - \$2,000
9	Public Works Accounts – 2018 Proposed Savings	\$5,000	-01-0030-4212 – Maintenance Gravel - \$3,000 -01-0030-4219 – Road Maintenance Supplies - \$2,000
	<b>Total</b>	<b>\$58,622</b>	

12. The budget presented on November 29, 2017 included \$232,500 of contributions to capital discretionary reserves and \$30,000 of contributions to operating discretionary reserves.

*Staff Update:*

It is staff’s recommendation that all contributions to discretionary reserves be redistributed to the legal contingency reserve to set aside funds for the unknown financial implications associated with the requirement to offer Township employees classified by OMERS as an “other than continuous full-time employee” voluntary enrolment into the OMERS Pension Plan.

In previous years the surplus was allocated to various discretionary reserves in accordance with Council Resolution No. 2013-284. It is recommended that any 2017 surplus amount be allocated to the legal contingency reserve until such time as the financial implications have been determined. The 2017 surplus amount will be reported to Council in March 2018 similar to previous years.

*Budget Impact:*

There is no tax levy impact associated with redistributing the contributions to discretionary reserves. However, redistributing all capital discretionary reserve contributions to the legal contingency reserve decreases the tax levy amount in the 2018 Capital Budget and increases the tax levy amount in the 2018 Operating Budget.

Outlined below are the contribution amounts to the discretionary reserves at the November 29<sup>th</sup> budget meeting compared to the current proposed budget:

<b>Discretionary Reserve</b>	<b>November 29, 2017 Proposed Budget Contributions</b>	<b>Current Proposed Budget Contributions</b>
Capital	\$232,500	\$0
Legal Contingency	\$25,000	\$262,500
Insurance Contingency	\$5,000	\$0

13. Report FIN-2017-033 presented at the November 29, 2017 Council Budget Meeting included a discussion regarding credit card acceptance and electronic tax billing for tax payments. See the excerpt from the Report below:

*“Users are able to access this service through the Township website. The customer is required to register on the Township’s website. The customer receives an email regarding a billing and is able to make payment online via the Township website. The convenience fee applicable to the end customer for ePay for PayPal is 3% plus \$0.35 per transaction. The convenience fee is displayed and the customer can then choose to either accept responsibility of the fees or can cancel*

*the transaction prior to checking out. The customer is required to acknowledge and accept the convenience fee terms before the transaction is complete.”*

**Staff Update:**

It is recommended that the Township pass a By-law to permit the charging of a convenience fee in connection with third-party payment processor services for credit card payment processing fees. The proposed By-law is attached as Schedule B to this Report.

**Budget Impact:**

The budget presented on November 29, 2017 included the costs associated with this service, therefore, there is no tax levy impact.

- 14. The budget presented on November 29, 2017 excluded funds for legislated Harassment and Violence in the Workplace Training.

**Staff Update:**

It is recommended that additional funds of \$5,000 be set aside in the Administration Training Budget in order to complete this mandatory training.

**Budget Impact:**

\$5,000 tax levy increase.

**Operating Tax Levy Impacts – Excluding Building Department**

Outlined below is a reconciliation from the operating tax levy reported on November 29, 2017 to the proposed operating tax levy as a result of the changes outlined in the items discussed above. The Building Department is reported on separately as there are no tax levy impacts associated with changes to the Building Department budget.

<b>Description</b>	<b>Amount</b>	<b>Comments</b>
<b>Operating Tax Levy</b>	<b>\$2,697,865</b>	November 29, 2017 – FIN-2017-033
Manulife Benefits	-\$10,352)	Item 1 above
Cost of Living Adjustment	\$3,608	Item 2 above
Potential Study on Multiple Penetrating Aquifer Wells in Puslinch	\$10,000	Item 3 above
Grants	-\$400)	Item 4 above
Fire & Rescue 50 <sup>th</sup> anniversary	\$2,000	Item 5 above
Fire & Rescue – Mutual Aid Membership	\$900	Item 7 above
Joint Integrity Commissioner	\$2,000	Item 8 above
Legal	\$17,000	Item 9 above



<b>Description</b>	<b>Amount</b>	<b>Comments</b>
CN Railway Payment in Lieu	-\$84	Item 10 above
Recoveries from Staff Events	-\$250	Item 10 above
Hall-Prime	-\$1,028	Item 10 above
Hall- Non-Prime	-\$1,000	Item 10 above
Meeting Room	-\$1,617	Item 10 above
Redistribution of Capital Discretionary Reserve Contributions	\$232,500	Item 12 above
Harassment and Violence in the Workplace Training	\$5,000	Item 14 above
<b>Proposed Operating Tax Levy</b>	<b>\$2,956,142</b>	

### **Updates to Building Department Proposed Budget – No Tax Levy Impact**

Outlined below are updates to the building department proposed budget. Please note, any changes to the Building Department budget do not result in a tax levy increase or decrease.

1. The budget presented on November 29, 2017 included an expense amount of \$15,000 related to Municipal Office Expenses.

*Staff Update:*

The Municipal Office Costs Recovered from the Building Department should be \$22,103 (calculated as total municipal office costs times 30% allocation).

*Building Department Budget Impact:*

\$7,103 increase in expenditures in the Building Department Budget with no tax levy impact.

2. The budget presented on November 29, 2017 included an increase of 6.40% for Manulife premiums based on the 9 month claims experience and renewal projection.

*Staff Update:*

The Township received the Manulife Insurance Renewal Report for 2018 in December which resulted in a decrease of premiums of 0.70%.

*Building Department Budget Impact:*

\$1,215 decrease in expenditures in the Building Department Budget with no tax levy impact.

3. Council approved a 1.69% cost of living adjustment.

*Staff Update:*

The budget presented on November 29, 2017 included a Cost of Living Adjustment of 1.50%.

*Building Department Budget Impact:*

\$362 increase in expenditures in the Building Department Budget with no tax levy impact.

4. Council authorized a 2018 one-time Operating Budget Base Budget Increase of \$74,500 funded from the Building Surplus Reserve to hire a Full-Time Contract Building Inspector for a period of one year to close the outstanding open permits in the system.

*Staff Update:*

None

*Building Department Budget Impact:*

\$73,467 increase in expenditures in the Building Department Budget with no tax levy impact.

5. Council authorized a 2018 one-time Operating Budget Base Budget Increase of \$47,678 funded from the Building Surplus Reserve to continue the provision of building services by RSM Building Consultants.

*Staff Update:*

None

*Building Department Budget Impact:*

\$47,678 increase in expenditures in the Building Department Budget with no tax levy impact.

6. The budget presented on November 29, 2017 excluded funds for legislated Harassment and Violence in the Workplace Training.

*Staff Update:*

It is recommended that additional funds of \$1,500 be set aside in the Building Training Budget in order to complete this mandatory training.

*Building Department Budget Impact:*

\$1,500 increase in expenditures in the Building Department with no tax levy impact.

**Building Department Impacts - No Tax Levy Impact**

Outlined below is a reconciliation of the building department operating budget reported on November 29, 2017 to the proposed building department operating budget as a result of the changes outlined in the items discussed above.

<b>Description</b>	<b>Amount</b>	<b>Comments</b>
<b>Total Expenses</b>	<b>\$419,580</b>	November 29, 2017 – FIN-2017-033
Municipal Office Expense Allocation	\$7,103	Item 1 above
Manulife Benefits	-\$1,215)	Item 2 above
Cost of Living Adjustment	\$362	Item 3 above
Salaries and Benefits	\$73,467	Item 4 above
RSM Building Consultants	\$47,678	Item 5 above
Harassment and Violence in the Workplace Training	\$1,500	Item 6 above
<b>Adjusted Building Expenses</b>	<b>\$548,475</b>	
<b>Total Revenues</b>	<b>-\$386,376)</b>	No Change
<b>Total Reserve Transfers</b>	<b>-\$162,099)</b>	Expenses less Revenues (Building revenues must equal Building expenses)

**Capital Budget Updates**

1. The budget presented on November 29, 2017 included for 2017 an amount of \$94,300 budgeted for the Municipal Drinking Water Well System – Feasibility Study in accordance with Council Resolution No. 2017-249.

*Staff Update:*

An additional amount of \$5,000 is required to complete this project.

*Budget Impact:*

\$5,000 tax levy increase.

2. The budget presented on November 29, 2017 included \$10,000 for computer equipment replacements in accordance with the Township's 5-year replacement lifecycle for laptops and desktops. This budget amount excluded the replacement of Council laptops for the next term of Council.

*Staff Update:*

An additional amount of \$5,000 is required for the replacement of Council laptops for the next term of Council.

*Budget Impact:*

\$5,000 tax levy increase.

3. Council at its meeting held on July 19, 2017 authorized through Council Resolution No. 2017-251 the following:

That Report ADM-2017-028 regarding the Video Recording of Council Meetings be received;

And that Council directs staff to proceed with the installation of a new recording and sound system for the total cost of \$11, 897;

And that Council directs staff to pursue funding through the Wellington County Accessibility Fund;

And that should the Township be unsuccessful in acquiring the Accessibility Fund, that Council directs staff to utilize the Corporate Accessibility discretionary reserve for this project.

*Staff Update:*

Township staff were successful in the grant application to the Wellington County Accessibility Fund for \$10,000.

An additional amount of \$4,603 is required for this project in order to purchase an enhanced streaming encoder which would allow future upgrades such as live streaming.

It is recommended that the additional funds required of \$4,603 be funded from the Township's Corporate Accessibility Discretionary Reserve.

*Budget Impact:*

No tax levy impact.

## Capital Tax Levy Impacts

Outlined below is a reconciliation from the capital tax levy reported on November 29, 2017 to the proposed capital tax levy as a result of the changes outlined in the items discussed above.

Description	Amount	Comments
<b>Capital Tax Levy</b>	<b>\$913,349</b>	November 29, 2017 – FIN-2017-033
Municipal Drinking Water Well System – Feasibility Study	\$5,000	Item 1 above
Council Laptop Replacements	\$5,000	Item 2 above
Capital Discretionary Reserve Contributions	-\$232,500	Redistributed to Legal Contingency Discretionary Reserve
<b>Proposed Capital Tax Levy</b>	<b>\$690,849</b>	

## FINANCIAL IMPLICATIONS

### Current Proposed Tax Levy Impact

	2017 Approved Budget	2018 Proposed Budget	Difference
Total Capital Taxation Levy	\$840,866	\$690,849	-\$150,017
Total Operating Taxation Levy	\$2,642,266	\$2,956,142	\$313,876
<b>Total Municipal Taxation Levy</b>	<b>\$3,483,132</b>	<b>\$3,646,991</b>	<b>\$163,859</b>

### Municipal Property Assessment Corporation (MPAC)

Township staff obtained the Municipal Change Profile data file from MPAC which contains current value assessments for 2017 and 2018 for all Township properties. From this file, Township staff calculated the assessment change for the median/typical single family detached dwelling and compared it to Online Property Tax Analysis's calculation.

The practice in the past has been to incorporate the assessment increase for the median/typical single family detached dwelling in the calculation of the tax rate increase utilizing the proposed tax levy.

The final tax rate for 2018 cannot be set until the County of Wellington finalizes the tax ratios for each property class. However, assuming the ratios do not change, the following table shows that the Township portion of property taxes on the median/typical single family detached dwelling in the Township will increase by 0.29%, or \$2.67 per year based on a tax levy of \$3,646,991.

<b>Description</b>	<b>2017</b>	<b>2018</b>	<b>\$ Change from 2017</b>	<b>% Change from 2017</b>
Median Assessment	\$562,750	\$577,500	\$14,750	2.62%
Township Tax Rate	0.00165978	0.00162202		
Yearly Township Taxes	\$934.04	\$936.72	\$2.67	0.29%
Yearly Township Taxes per \$100,000 of Assessment	\$161.74	\$162.20	\$0.46	0.29%

An analysis has been provided in the table below to show how the tax rate increase changes for the median/typical single family detached dwelling based on increasing the tax levy over and above the \$3,646,991 noted above.

<b>Additional Tax Levy</b>	<b>\$ Change from 2017</b>	<b>% Change from 2017</b>
\$62,200	\$18.65	2.00%
\$80,500	\$23.35	2.50%
\$98,600	\$28.00	3.00%

It is recommended that the additional tax levy amount approved by Council be distributed to the legal contingency reserve to set aside funds for the unknown financial implications associated with OMERS as discussed in this Report.

**APPLICABLE LEGISLATION AND REQUIREMENTS**

Municipal Act, 2001

**ATTACHMENTS**

Schedule A – Full-Time Equivalent Analysis

Schedule B – By-law to permit the charging of a convenience fee in connection with payment card processing services on behalf of the Township of Puslinch for Property Taxes.

Schedule C – 2018 Proposed Operating Budget

Schedule D – 2018 Proposed Expenditures, Reserve Transfers and Revenue Summary

Schedule E – 2018 Operating Base Budget Increases

Schedule F – Organization Chart – 2018 Proposed

Schedule G – Conference, Seminar and Training Budget

Schedule H – Memberships and Associations Budget

Schedule I – Uniforms and Special Clothing Budget

Schedule J – 2014 to 2027 Capital Plan Summaries including 2018 Capital Budget Sheets

Schedule K – Capital Projects by Year – 2014 to 2027

Schedule L – Equipment Replacement Schedule

Schedule M – Capital Summary – Funding Source by Year – Chart and Graph

Schedule N – 2018 vs. 2017 and 2016 Approved Capital Budgets

Schedule O – 2018 Proposed Ten Year Plan vs. 2017 and 2016

Full-Time Equivalents Analysis - By Position

Position	Department	2017	2018 Proposed
CAO/Clerk/Treasurer	CAO/Clerk	0	0
CAO/Clerk	CAO/Clerk	1	1
Deputy Clerk	CAO/Clerk	1	1
Administrative Assistant	CAO/Clerk	0	0
Administrative Assistant - Contract	CAO/Clerk	1	1
Records Support - Contract	CAO/Clerk	0.4	0.4
Custodian - Office	CAO/Clerk	0	0
Zoning Officer	CAO/Clerk	0	0
Development and Legislative Coordinator	CAO/Clerk	1	1
By-law Enforcement Officer	CAO/Clerk	0.2	0.2
Chief Building Official	Building	1	1
Building & Enforcement Inspector Officer	Building	0	0
Building Inspector - Contract	Building	0	1
Building Coordinator	Finance	0	0
Facility Booking Agent	Finance	0	0
Customer Service Representative	Finance	0	0
Customer Service Coordinators	Finance	2	2
Director of Finance/Treasurer	Finance	1	1
Deputy Treasurer	Finance	1	1
Taxation and Customer Service Supervisor	Finance	1	1
Director of Public Works and Parks	Public Works	1	1
Public Works and Parks Foreman	Public Works	1	0.75
Equipment Operator	Public Works	1	1
Heavy Equipment Operator	Public Works	1.4	1.4
Seasonal Equipment Operators	Public Works	0.65	0.65
Facilities and Parks Foreman	Public Works	0.6	0.6
Facility Operator (ORC)	Optimist Recreation Centre	1	1
Part-Time Facility Operators	Optimist Recreation Centre	1	1
Custodian (PCC)	Puslinch Community Centre	0.9	0.9
Parks Groundskeeper	Parks	0.4	1

**2018 Base Budget Increase - Approved**

**Based on hire date of April 1, 2018**

**Schedule E to Report FIN-2017-033 indicated 1 Full Time Equivalent (FTE). The FTE should be 0.65 based on the number of hours budgeted.**





Department	2018		Total Inc./ (Dec.)	
	2017	Proposed		
CAO/Clerk	4.60	4.60	0	
Building	1.00	2.00	1	
Finance	5.00	5.00	0	
Public Works	5.65	5.40	-0.25	-0.33
Optimist Recreation Centre	2.00	2.00	0	
Puslinch Community Centre	0.90	0.90	0	
Parks	0.70	1.24	0.54	
Fire & Rescue Services	2.85	2.85	0	
<b>Grand Total</b>	<b>22.71</b>	<b>23.99</b>	<b>1.29</b>	

**THE CORPORATION OF THE TOWNSHIP OF PUSLINCH**

**BY-LAW NUMBER XXX-2018**

BEING A BY-LAW TO PERMIT THE CHARGING OF A SURCHARGE, CONVENIENCE FEE OR SERVICE FEE IN CONNECTION WITH PAYMENT CARD PROCESSING SERVICES ON BEHALF OF THE TOWNSHIP OF PUSLINCH FOR PROPERTY TAXES.

**WHEREAS** the Township of Puslinch ("Township") may permit property tax payments to be made to the Township through third-party payment processors by means of credit cards;

**AND WHEREAS** a surcharge, convenience fee or service fee shall be assessed to the taxpayer for the use of such third-party payment processor services and for the credit card payment processing fees.

**NOW THEREFORE** the Council of the Corporation of the Township of Puslinch enacts as follows:

1. THAT the Township hereby authorizes that a credit card surcharge, convenience fee or service fee shall apply to taxpayer who pay their property taxes by means of credit cards.
2. That this By-law shall come into force and take effect on the date this By-law is passed.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 10<sup>th</sup> DAY OF JANUARY, 2018.**

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Dennis Lever, Mayor

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Karen Landry, CAO/Clerk

2018 Proposed Operating Budget

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>Administration</b>					
Expenditures					
FT Wages	\$220,356	\$220,834	\$203,373	\$238,543	\$246,816
PT Wages	\$29,116	\$19,301	\$29,392	\$21,056	\$15,441
OT Wages	\$0	\$0	\$0	\$500	\$500
FT Wage Related Expenses	\$37,300	\$39,114	\$35,374	\$41,470	\$43,316
PT Wage Related Expenses	\$2,527	\$1,656	\$1,946	\$1,933	\$1,424
Manulife Benefits	\$21,729	\$22,290	\$26,164	\$28,507	\$27,824
WSIB	\$5,613	\$5,457	\$6,084	\$6,487	\$6,874
Office Supplies & Equipment	\$1,258	\$1,192	\$1,184	\$1,500	\$1,500
Water Protection	\$131	\$124	\$100	\$120	\$0
Communication (phone, fax, internet)	\$599	\$789	\$1,568	\$800	\$1,622
Professional Fees - Legal	\$8,463	\$22,365	\$17,520	\$24,000	\$27,500
Professional Fees - Engineering	\$14,479	\$24,705	\$23,032	\$41,500	\$45,860
Events and Other	\$6,075	\$14,419	\$11,463	\$12,150	\$10,828
Mileage	\$539	\$1,024	\$1,984	\$500	\$2,350
Professional Development	\$15,356	\$2,528	\$19,648	\$25,240	\$30,330
Membership and Subscription Fees	\$8,490	\$8,960	\$8,675	\$8,685	\$9,591
Employee Travel - Meals	\$135	\$0	\$78	\$400	\$200
Employee Travel - Accom/Parking	\$831	\$460	\$2,272	\$650	\$2,300
Employee Travel - Air Fare	\$374	\$0	\$303	\$500	\$500
Insurance	\$18,152	\$35,279	\$61,113	\$45,985	\$45,985
Advertising	\$2,469	\$2,632	\$1,886	\$2,350	\$1,800
Water Monitoring	\$4,295	\$2,573	\$1,582	\$2,500	\$2,500
Contract Services	\$215	\$0	\$0	\$500	\$2,500
<b>Expenditures Total</b>	<b>\$398,502</b>	<b>\$425,704</b>	<b>\$454,741</b>	<b>\$505,876</b>	<b>\$527,559</b>
ReserveTransfers					
Transfer from Operating Carryforward	\$0	\$0	\$0	-\$23,632	\$0
Transfer from Legal Contingency	-\$204	\$0	\$0	-\$10,000	-\$50,000
Contribution to Legal Contingency	\$5,000	\$5,000	\$5,000	\$5,000	\$262,500
Transfer from Insurance Contingency	\$0	\$0	-\$25,000	-\$10,000	-\$10,000
Contribution to Insurance Contingency	\$539	\$5,000	\$5,000	\$5,000	\$0
<b>ReserveTransfers Total</b>	<b>\$5,335</b>	<b>\$10,000</b>	<b>-\$15,000</b>	<b>-\$33,632</b>	<b>\$202,500</b>
Revenues					
Agreement, Commissioner and FOI fees	-\$570	-\$725	-\$955	-\$700	-\$1,200

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
Engineering and Environmental Fees Recovered	-\$17,188	-\$12,597	-\$2,400	-\$10,000	-\$2,500
Recoveries from Staff Events	-\$898	-\$1,070	-\$1,649	-\$950	-\$1,200
Other recoveries	\$0	-\$1,329	-\$516	\$0	-\$500
<b>Revenues Total</b>	<b>-\$18,656</b>	<b>-\$15,720</b>	<b>-\$5,520</b>	<b>-\$11,650</b>	<b>-\$5,400</b>

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>Badenoch</b>					
<b>Expenditures</b>					
Interior Maintenance Costs	\$1,068	\$219	\$468	\$0	\$0
Exterior Maintenance Costs	\$0	\$119	\$0	\$0	\$0
Water Protection	\$46	\$61	\$46	\$65	\$0
Insurance	\$0	\$12,829	\$11,768	\$13,086	\$0
Contract Services	\$0	\$0	\$0	\$150	\$0
Badenoch Comm Ctr Grant	\$1,000	\$2,000	\$0	\$0	\$0
<b>Expenditures Total</b>	<b>\$2,114</b>	<b>\$15,227</b>	<b>\$12,282</b>	<b>\$13,301</b>	<b>\$0</b>
<b>Revenues</b>					
Badenoch Rental Revenue	-\$10	-\$10	-\$10	-\$10	\$0
<b>Revenues Total</b>	<b>-\$10</b>	<b>-\$10</b>	<b>-\$10</b>	<b>-\$10</b>	<b>\$0</b>

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>Building</b>					
Expenditures					
FT Wages	\$183,625	\$191,797	\$101,154	\$219,332	\$209,624
PT Wages	\$1,618	\$537	\$0	\$0	\$6,617
OT Wages	\$240	\$0	\$0	\$500	\$500
FT Wage Related Expenses	\$32,584	\$34,605	\$18,334	\$38,259	\$37,358
PT Wage Related Expenses	\$122	\$39	\$0	\$0	\$610
Manulife Benefits	\$21,688	\$21,640	\$13,213	\$25,039	\$24,570
WSIB	\$5,703	\$5,566	\$3,227	\$6,435	\$6,736
Computer Software & Hardware	\$1,505	\$0	\$340	\$250	\$250
Office Supplies	\$6,597	\$4,692	\$9,321	\$4,500	\$5,000
Hydro	\$2,681	\$3,006	\$2,216	\$3,100	\$0
Heat	\$1,565	\$1,328	\$1,580	\$1,140	\$0
Fuel	\$5,521	\$4,677	\$0	\$8,155	\$1,500
Water Protection	\$65	\$62	\$43	\$100	\$0
Signage	\$0	\$0	\$0	\$100	\$100
Cleaning, Maint & supplies for Bldg	\$3,730	\$4,082	\$6,973	\$3,480	\$0
Kitchen Supplies and Equipment	\$796	\$702	\$597	\$1,000	\$0
Vehicle Maintenance	\$3,622	\$713	\$94	\$1,200	\$600
Outdoor Maintenance of Building	\$317	\$227	\$226	\$300	\$0
Postage	\$2,773	\$3,162	\$3,893	\$4,275	\$4,275
Communication (phone, fax, internet)	\$2,694	\$2,517	\$2,902	\$3,100	\$3,350
Professional Fees - Legal	\$2,856	\$32,370	\$8,414	\$10,450	\$8,450
Professional Fees - Audit	\$5,983	\$7,454	\$6,411	\$6,000	\$6,000
Professional Fees - Engineering	\$539	\$4,210	\$117,581	\$2,000	\$130,004
Mileage	\$585	\$611	\$401	\$500	\$4,000
Professional Development	\$8,134	\$2,401	\$5,222	\$12,000	\$10,150
Membership and Subscription Fees	\$2,683	\$2,709	\$1,540	\$2,810	\$3,127
Employee Travel - Meals	\$929	\$132	\$506	\$1,500	\$1,500
Employee Travel - Accomodations	\$2,355	\$1,012	\$1,678	\$2,900	\$4,000
Insurance	\$9,616	\$18,372	\$17,009	\$18,739	\$18,739
Advertising	\$130	\$97	\$1,613	\$250	\$1,310
Vehicle Plates	\$185	\$305	\$120	\$309	\$120
Contract Services	\$25,107	\$24,884	\$19,646	\$23,000	\$25,982
Clothing, Safety Allowance	\$550	\$294	\$158	\$700	\$630
Emergency Management	\$979	\$1,222	\$1,037	\$960	\$1,269
Bank Service Charges	\$586	\$603	\$585	\$600	\$10,000
Municipal Office Costs Recovered from Building Department	\$0	\$0	\$0	\$0	\$22,103
<b>Expenditures Total</b>	<b>\$338,668</b>	<b>\$376,027</b>	<b>\$346,034</b>	<b>\$402,983</b>	<b>\$548,475</b>

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>ReserveTransfers</b>					
Contribution to Building Surplus RF	\$20,429	\$82,758	\$302,234	\$0	-\$162,099
Transfer from Building Surplus RF	\$0	\$0	\$0	-\$46,207	\$0
<b>ReserveTransfers Total</b>	<b>\$20,429</b>	<b>\$82,758</b>	<b>\$302,234</b>	<b>-\$46,207</b>	<b>-\$162,099</b>
<b>Revenues</b>					
Reproduction of Drawings Fees	-\$100	-\$350	-\$200	-\$250	-\$150
Other recoveries	-\$13,305	-\$183	\$0	-\$500	-\$500
Designated Structures Permit	-\$4,700	-\$1,632	-\$2,496	-\$2,080	-\$1,248
Tent or Marquee Application Fee	\$0	-\$459	-\$1,300	-\$1,092	-\$780
Deferral of Revocation of Permit	-\$6,424	-\$459	\$0	-\$624	\$0
Reactivate Abandoned Permit	\$0	-\$306	\$0	-\$780	\$0
Transfer of Permit	\$0	-\$459	-\$156	-\$156	-\$156
Revision to a Permit	\$0	-\$5,508	-\$4,244	-\$3,090	-\$2,496
Alternative Solution Application	\$0	-\$1,071	-\$364	-\$722	-\$500
Conditional Permits	\$0	\$0	\$0	\$0	\$0
Residential Building Permits	-\$333,001	-\$346,236	-\$530,842	-\$270,000	-\$307,792
Institutional, Commercial & Industrial Building Permits	\$0	-\$28,272	-\$52,532	-\$35,000	-\$36,412
Farm Building Permits	-\$2,916	-\$8,900	-\$5,707	-\$3,000	-\$2,704
Demolition Permits	\$0	-\$1,989	-\$936	-\$936	-\$350
Occupancy Permits	\$0	-\$8,415	-\$8,736	-\$4,680	-\$4,992
Sign Permits	\$0	-\$255	-\$1,300	-\$1,300	-\$520
Sewage System Evaluation	\$0	-\$153	\$0	-\$468	\$0
Septic System Permit - New	\$0	-\$42,228	-\$34,308	-\$25,000	-\$19,968
Special Inspection Fee	-\$1,200	-\$1,836	\$0	\$0	\$0
Inspection of works not ready	\$0	-\$5,113	-\$468	-\$3,744	-\$468
Septic System Permit - Alter	\$0	-\$3,213	-\$4,680	-\$1,872	-\$2,340
Online Service Fee	\$0	\$0	\$0	\$0	-\$5,000
<b>Revenues Total</b>	<b>-\$361,646</b>	<b>-\$458,785</b>	<b>-\$648,268</b>	<b>-\$356,776</b>	<b>-\$386,376</b>



**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>By-law</b>					
<b>Expenditures</b>					
FT Wages	\$27,211	\$25,070	\$0	\$0	\$0
PT Wages	\$1,643	\$1,170	\$8,826	\$2,030	\$13,699
OT Wages	\$0	\$0	\$0	\$0	\$0
FT Wage Related Expenses	\$4,810	\$4,467	\$9	\$0	\$0
PT Wage Related Expenses	\$0	\$0	\$403	\$0	\$1,079
Manulife Benefits	\$3,676	\$3,310	\$0	\$0	\$0
WSIB	\$782	\$727	\$233	\$0	\$374
Office Supplies	\$1	\$0	\$72	\$150	\$150
Signage - 911 Signs	\$1,048	\$875	\$1,995	\$1,300	\$1,300
Professional Fees - Legal	\$52,099	\$29,531	\$29,677	\$34,000	\$97,480
Professional Fees - Engineering	\$22,110	\$7,446	\$5,395	\$6,000	\$10,193
Mileage	\$434	\$334	\$595	\$500	\$500
Professional Development	\$0	\$0	\$0	\$1,200	\$1,200
Membership and Subscription Fees	\$180	\$168	\$0	\$200	\$0
Employee Travel - Meals	\$0	\$0	\$0	\$50	\$50
Employee Travel - Accomodations	\$0	\$0	\$0	\$250	\$250
Advertising	\$0	\$0	\$941	\$1,000	\$1,500
Dog Tags	\$207	\$213	\$224	\$220	\$250
Contract Services	\$5,781	\$3,673	\$9,361	\$22,435	\$12,360
Livestock Loss	\$1,789	\$575	\$3,741	\$1,500	\$1,500
<b>Expenditures Total</b>	<b>\$121,772</b>	<b>\$77,559</b>	<b>\$61,471</b>	<b>\$70,835</b>	<b>\$141,885</b>
<b>Revenues</b>					
Lottery Licences	-\$521	-\$678	-\$430	-\$500	-\$500
Sign Permits	\$0	-\$3,600	\$0	\$0	-\$100
Fence Viewer's Application	\$0	\$0	\$0	\$0	\$0
Engineering, Environmental and Legal Fees Recovered	-\$27,985	-\$17,499	-\$4,418	-\$5,000	-\$5,000
Site Alteration Agreement	-\$3,090	-\$1,163	\$0	-\$500	-\$500
Other recoveries	-\$763	-\$1,845	-\$571	-\$1,000	-\$1,000
Ontario Wildlife Damage Compensation	-\$1,849	-\$605	-\$3,861	-\$1,500	-\$1,500
Dog Tags and Kennel Licences	-\$11,425	-\$12,348	-\$10,200	-\$12,500	-\$12,500
Municipal addressing signs	-\$1,360	-\$2,100	-\$2,180	-\$1,360	-\$1,960
Septic Compliance Letter	-\$750	-\$525	-\$675	-\$750	-\$750
Special Occasion Permit Letters	-\$4,650	\$0	\$0	-\$150	-\$150
Pool Enclosure Permit	\$0	-\$4,641	-\$2,520	-\$3,150	-\$3,150
Inspection Permit - LCBO	\$0	\$0	\$0	-\$208	-\$156
Guelph Humane Society Fees	-\$1,454	\$0	-\$1,256	\$0	-\$1,000

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>Revenues Total</b>	<b>-\$53,846</b>	<b>-\$45,003</b>	<b>-\$26,110</b>	<b>-\$26,618</b>	<b>-\$28,266</b>
<b>Corporate</b>					
Expenditures					
Taxes written off (Twp share only)	\$28,893	\$72,328	\$22,098	\$80,000	\$42,000
Conservation Authorities Levy Payment	\$153,725	\$159,302	\$163,966	\$163,966	\$160,334
<b>Expenditures Total</b>	<b>\$182,618</b>	<b>\$231,630</b>	<b>\$186,064</b>	<b>\$243,966</b>	<b>\$202,334</b>
<b>Revenues</b>					
Supplemental Billings	-\$113,854	-\$96,132	-\$101,334	-\$63,000	-\$75,000
Provincial Aggregate Levy	-\$215,182	-\$238,854	-\$275,293	-\$222,358	-\$243,110
Mun Tax Assistance	-\$16,096	-\$15,814	-\$17,531	-\$17,574	-\$19,564
Host Kilmer (Service Ontario)	-\$22,333	-\$25,421	-\$26,205	-\$26,088	-\$27,245
Ontario Hydro	-\$12,147	-\$12,147	-\$12,147	-\$12,147	-\$12,147
Metrolinx	-\$6,975	-\$7,130	-\$15,337	-\$7,395	-\$10,384
Public Works Canada	-\$904	-\$5,631	\$0	-\$967	\$0
Hydro One	-\$7,807	-\$8,070	-\$8,100	-\$8,741	-\$8,100
Grant Guelph Junction Railway	-\$5,330	-\$5,330	-\$5,330	-\$5,330	-\$5,330
Puslinch Landfill/Wellington County	-\$3,351	-\$3,348	-\$4,508	-\$4,509	-\$5,682
City of Guelph	-\$24,417	-\$26,374	-\$29,691	-\$29,697	-\$33,013
University of Guelph	-\$1,292	-\$1,391	-\$289	-\$288	-\$427
CN Railway	-\$1,135	-\$1,135	-\$1,219	-\$1,135	-\$1,219
CP Railway	-\$7,854	-\$7,854	-\$7,854	-\$7,854	-\$7,854
OMPF	-\$404,600	-\$405,400	-\$370,200	-\$370,200	-\$413,600
Penalties - Property Taxes	-\$86,734	-\$86,758	-\$91,994	-\$85,000	-\$87,475
Interest - Tax Arrears	-\$90,173	-\$84,428	-\$83,278	-\$95,000	-\$87,099
Interest on General	-\$72,822	-\$61,488	-\$55,571	-\$87,000	-\$63,426
Sale of Flags	-\$22	\$0	-\$25	-\$22	-\$22
Other Revenues	-\$718	-\$436	-\$227	-\$500	-\$500
<b>Revenues Total</b>	<b>-\$1,093,748</b>	<b>-\$1,093,141</b>	<b>-\$1,106,133</b>	<b>-\$1,044,805</b>	<b>-\$1,101,196</b>

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>Council</b>					
Expenditures					
PT Wages	\$81,675	\$79,601	\$76,839	\$86,772	\$88,237
PT Wage Related Expenses	\$2,274	\$2,010	\$849	\$5,987	\$6,088
Manulife Benefits	\$20,802	\$20,015	\$22,294	\$21,887	\$22,138
Office Supplies & Equipment	\$149	\$220	\$84	\$250	\$250
Mileage	\$3,947	\$1,381	\$773	\$1,500	\$1,500
Professional Development	\$4,117	\$3,175	\$1,939	\$4,600	\$4,600
Membership Fees & Subscriptions	\$91	\$129	\$0	\$150	\$150
Employee Travel - Meals	\$308	\$185	\$94	\$400	\$400
Employee Travel - Accom/Parking	\$4,575	\$5,480	\$2,166	\$6,000	\$6,000
Employee Travel - Air Fare	\$0	\$0	\$408	\$2,000	\$2,000
<b>Expenditures Total</b>	<b>\$117,937</b>	<b>\$112,196</b>	<b>\$105,447</b>	<b>\$129,546</b>	<b>\$131,363</b>

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>Elections</b>					
Expenditures					
PT Wages	\$0	\$0	\$0	\$0	\$6,200
Office Supplies & Equipment	\$0	\$104	\$0	\$0	\$5,000
Signage	\$0	\$0	\$0	\$0	\$100
Postage	\$0	\$0	\$0	\$0	\$2,975
Communication (phone, fax, internet)	\$0	\$0	\$0	\$0	\$150
Professional Fees - Audit	\$0	\$0	\$0	\$0	\$0
Professional Development	\$0	\$0	\$0	\$0	\$1,000
Advertising	\$0	\$0	\$0	\$0	\$8,500
Contract Services	\$1,208	\$1,208	\$1,208	\$1,210	\$36,075
<b>Expenditures Total</b>	<b>\$1,208</b>	<b>\$1,313</b>	<b>\$1,208</b>	<b>\$1,210</b>	<b>\$60,000</b>
ReserveTransfers					
Contribution to Elections	\$14,000	\$12,787	\$12,787	\$12,787	\$0
Transfer From Elections	\$0	\$0	\$0	\$0	-\$48,574
<b>ReserveTransfers Total</b>	<b>\$14,000</b>	<b>\$12,787</b>	<b>\$12,787</b>	<b>\$12,787</b>	<b>-\$48,574</b>
Revenues					
Election - Other Recoveries	\$0	\$0	\$0	\$0	\$0
Nomination Fees	\$0	\$0	\$0	\$0	\$0
<b>Revenues Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>Finance</b>					
<b>Expenditures</b>					
Principal Repayment	\$101,000	\$106,000	\$116,000	\$116,000	\$119,000
FT Wages	\$233,492	\$223,265	\$247,890	\$295,066	\$295,229
PT Wages	\$0	\$0	\$0	\$0	\$0
OT Wages	\$0	\$0	\$0	\$500	\$500
FT Wage Related Expenses	\$42,410	\$41,793	\$43,635	\$51,723	\$52,365
PT Wage Related Expenses	\$0	\$0	\$0	\$0	\$0
Manulife Benefits	\$27,480	\$30,979	\$33,506	\$34,893	\$33,278
WSIB	\$6,705	\$6,460	\$7,501	\$8,487	\$8,910
Computer Software & Hardware Operational Upgrades/Support from	\$6,068	\$483	\$1,244	\$3,500	\$500
Office Supplies	\$6,583	\$5,637	\$6,156	\$5,500	\$6,000
Hydro	\$6,157	\$6,977	\$5,212	\$7,200	\$0
Heat	\$2,018	\$1,328	\$1,824	\$1,140	\$0
Cleaning, Maintenance, Building Supplies	\$6,463	\$15,324	\$16,221	\$8,650	\$0
Kitchen Supplies and Equipment	\$1,715	\$1,628	\$1,392	\$1,500	\$0
Outdoor Maintenance of Building	\$741	\$531	\$528	\$1,000	\$0
Postage	\$6,467	\$7,380	\$8,990	\$7,500	\$7,500
Communication (phone, fax, internet)	\$4,720	\$4,964	\$6,549	\$4,600	\$5,000
Professional Fees - Audit	\$13,987	\$17,393	\$14,959	\$14,000	\$14,000
Mileage	\$281	\$90	\$479	\$500	\$500
Professional Development	\$5,542	\$689	\$3,341	\$5,000	\$5,000
Membership and Subscription Fees	\$1,956	\$3,024	\$2,047	\$2,065	\$2,425
Employee Travel - Meals	\$50	\$0	\$20	\$150	\$150
Employee Travel - Accomodations	\$397	\$11	\$14	\$400	\$400
Advertising	\$8,555	\$3,141	\$2,360	\$5,500	\$2,990
Contract Services	\$48,939	\$52,415	\$42,700	\$41,000	\$41,558
Emergency Management	\$2,284	\$2,852	\$2,419	\$2,200	\$2,073
Environmental Service - Garbage Bags	\$10,203	\$12,339	\$15,130	\$11,500	\$11,500
Bank Service Charges	\$2,087	\$2,564	\$2,471	\$2,650	\$10,000
Other written off (non collectible inv's)	\$0	\$11,458	\$5,669	\$0	\$0
Debt Interest Repayment	\$19,405	\$14,274	\$5,817	\$8,792	\$2,975
Community Grants	\$32,625	\$32,475	\$32,475	\$32,475	\$31,850
<b>Expenditures Total</b>	<b>\$598,331</b>	<b>\$605,470</b>	<b>\$626,548</b>	<b>\$673,491</b>	<b>\$653,703</b>
<b>Revenues</b>					
Advertising, Legal, and Realtax Fees Recovered	-\$6,502	-\$2,081	\$0	-\$2,500	-\$1,000
NSF Fees	-\$680	-\$400	-\$880	-\$800	-\$800
Online Service Fee	-\$1,275	\$150	\$0	\$0	-\$5,000

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
Tax Certificates	-\$7,080	-\$8,880	-\$9,540	-\$7,000	-\$8,244
Other Recoveries	-\$2,124	-\$3,201	-\$3,317	-\$2,000	-\$2,500
Garbage bags	-\$9,208	-\$15,028	-\$17,610	-\$11,500	-\$13,000
<b>Revenues Total</b>	<b>-\$26,869</b>	<b>-\$29,439</b>	<b>-\$31,347</b>	<b>-\$23,800</b>	<b>-\$30,544</b>

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>Fire and Rescue</b>					
Expenditures					
PT Wages	\$343,370	\$410,105	\$372,317	\$389,478	\$400,236
PT Wage Related Expenses	\$24,136	\$30,176	\$20,413	\$35,754	\$31,940
Group Benefits	\$15,862	\$15,224	\$17,537	\$16,729	\$17,231
WSIB	\$10,060	\$10,138	\$10,640	\$11,337	\$12,136
Office Supplies	\$3,370	\$3,190	\$2,520	\$3,000	\$3,000
Hydro	\$6,845	\$8,134	\$5,814	\$8,200	\$0
Heat	\$1,601	\$1,328	\$1,397	\$1,140	\$0
Fuel	\$9,973	\$11,026	\$0	\$11,065	\$14,400
Water Protection	\$179	\$168	\$142	\$200	\$0
Equipment Maintenance & Supplies	\$28,374	\$44,205	\$24,280	\$19,000	\$25,800
Oxygen & Medical Supplies	\$3,866	\$4,007	\$2,831	\$3,475	\$3,100
Public Education	\$12,559	\$3,701	\$2,394	\$3,800	\$3,800
Signage	\$20	\$0	\$0	\$0	\$0
Cleaning, Maint & supplies for Bldg	\$16,907	\$6,219	\$8,155	\$9,260	\$0
Kitchen Supplies and Equipment	\$708	\$700	\$555	\$900	\$0
Waste Removal	\$366	\$244	\$509	\$410	\$0
Vehicle Maintenance	\$31,628	\$34,999	\$33,153	\$26,000	\$26,000
Communication (phone, fax, internet)	\$9,308	\$8,545	\$11,989	\$9,000	\$8,300
Mileage	\$6,061	\$7,446	\$3,328	\$4,400	\$4,000
Professional Development	\$19,254	\$20,486	\$16,755	\$19,500	\$19,500
Membership and Subscription Fees	\$3,145	\$3,272	\$3,319	\$3,920	\$4,477
Employee Travel - Meals	\$505	\$2,062	\$1,014	\$1,000	\$3,000
Employee Travel - Accomodations	\$2,529	\$3,264	\$1,718	\$2,600	\$2,600
Insurance	\$18,366	\$20,985	\$23,443	\$21,405	\$21,405
Advertising	\$1,000	\$3,373	\$2,021	\$1,000	\$1,000
Permits	\$471	\$521	\$471	\$471	\$485
Contract Services	\$21,383	\$23,847	\$22,558	\$35,000	\$37,176
Clothing, Safety Allowance	\$44,749	\$20,211	\$25,808	\$18,000	\$16,550
Outdoor Maintenance of Building	\$0	\$2,463	\$0	\$0	\$0
Vehicle Plates	\$0	-\$435	\$189	\$0	\$190
<b>Expenditures Total</b>	<b>\$636,596</b>	<b>\$699,605</b>	<b>\$615,269</b>	<b>\$656,044</b>	<b>\$656,327</b>
ReserveTransfers					
Transfer from Fire Equipment Replacement	\$0	\$0	\$0	\$0	-\$6,800
<b>ReserveTransfers Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-\$6,800</b>
Revenues					

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
Tent or Marquee Permit	\$0	-\$306	\$0	-\$104	-\$416
Open Burning Permit and Inspection	-\$10,900	-\$14,620	-\$15,150	-\$14,000	-\$15,000
Burning Permit Violations	-\$3,280	-\$1,800	-\$1,350	-\$1,350	-\$1,350
Fire Extinguisher Training	\$0	-\$225	-\$225	\$0	-\$300
Water Tank Locks	\$0	-\$107	-\$53	-\$160	-\$107
Fireworks Permits	-\$300	-\$300	-\$300	-\$300	-\$300
Information/Fire Reports	-\$75	-\$450	-\$675	-\$150	-\$450
Other recoveries	-\$29,914	-\$15,472	-\$2,967	-\$1,630	-\$3,000
Occupancy Load	\$0	\$0	\$0	-\$100	\$0
Fire Safety Plan Review	-\$720	-\$240	\$0	-\$240	-\$360
Post Fire Watch	\$0	\$0	\$0	\$0	\$0
Boarding up or Barricading	\$0	\$0	\$0	\$0	\$0
Key Boxes	-\$100	-\$200	\$0	-\$100	-\$100
Inspections	-\$100	-\$200	\$0	-\$200	\$0
Motor Vehicle Emergency Responses	-\$94,239	-\$131,144	-\$72,380	-\$90,000	-\$90,000
Fire Alarm False Alarm Calls	-\$410	\$0	\$0	-\$450	-\$450
<b>Revenues Total</b>	<b>-\$140,038</b>	<b>-\$165,064</b>	<b>-\$93,101</b>	<b>-\$108,784</b>	<b>-\$111,833</b>



**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>Heritage Committee</b>					
Expenditures					
Per Diems	\$1,082	\$2,089	\$1,750	\$1,840	\$1,865
Heritage Plaques	\$33	\$0	\$0	\$250	\$100
Mileage	\$0	\$139	\$668	\$2,000	\$1,000
Training	\$0	\$1,028	\$824	\$1,500	\$1,000
Employee Travel - Meals	\$0	\$90	\$58	\$100	\$100
Employee Travel - Accomodations	\$0	\$750	\$1,705	\$3,350	\$2,000
<b>Expenditures Total</b>	<b>\$1,114</b>	<b>\$4,095</b>	<b>\$5,006</b>	<b>\$9,040</b>	<b>\$6,065</b>

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>Library</b>					
Expenditures					
Library Rent for Historical society	\$4,674	\$4,886	\$4,902	\$4,510	\$4,510
Library Water Monitoring	\$1,672	\$1,735	\$1,633	\$1,750	\$1,750
<b>Expenditures Total</b>	<b>\$6,346</b>	<b>\$6,621</b>	<b>\$6,535</b>	<b>\$6,260</b>	<b>\$6,260</b>
Revenues					
Library Costs Recovered from County	-\$2,687	-\$3,146	\$0	-\$2,500	-\$3,000
<b>Revenues Total</b>	<b>-\$2,687</b>	<b>-\$3,146</b>	<b>\$0</b>	<b>-\$2,500</b>	<b>-\$3,000</b>

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
Municipal Office					
Expenditures					
Hydro	\$0	\$0	\$0	\$0	\$31,700
Heat	\$0	\$0	\$0	\$0	\$7,240
Water Protection	\$0	\$0	\$0	\$0	\$420
Cleaning, Maint & supplies for Bldg	\$0	\$0	\$0	\$0	\$27,015
Kitchen Supplies and Equipment	\$0	\$0	\$0	\$0	\$3,400
Waste Removal	\$0	\$0	\$0	\$0	\$2,600
Outdoor Maintenance of Building	\$0	\$0	\$0	\$0	\$1,300
<b>Expenditures Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$73,675</b>
Revenues					
Municipal Office Costs Recovered from Building Department	\$0	\$0	\$0	\$0	-\$22,103
<b>Revenues Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-\$22,103</b>

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>ORC</b>					
<b>Expenditures</b>					
FT Wages	\$56,472	\$57,147	\$51,315	\$57,762	\$58,738
PT Wages	\$24,844	\$26,157	\$18,356	\$25,006	\$28,956
OT Wages	\$831	\$2,750	\$1,089	\$2,000	\$2,000
FT Wage Related Expenses	\$10,116	\$10,209	\$9,207	\$10,381	\$10,742
PT Wage Related Expenses	\$1,615	\$1,598	\$606	\$2,296	\$2,670
Manulife Benefits	\$7,396	\$7,430	\$7,779	\$7,796	\$7,725
WSIB	\$2,372	\$2,441	\$2,265	\$2,585	\$2,870
Office Supplies	\$424	\$547	\$390	\$300	\$300
Hydro	\$23,918	\$28,241	\$24,815	\$32,750	\$32,750
Heat	\$5,211	\$4,630	\$5,570	\$4,200	\$4,200
Fuel	\$1,955	\$1,988	\$446	\$0	\$0
Water Protection	\$658	\$742	\$799	\$700	\$700
Equipment Maintenance & Supplies	\$10,169	\$7,648	\$6,772	\$10,000	\$8,000
Signage	\$0	\$0	\$28	\$100	\$100
Bldg-Cleaning, Maint,Supplies Interior	\$8,034	\$8,465	\$2,785	\$8,000	\$6,000
Drink Machine Supplies	\$780	\$100	\$0	\$500	\$500
Waste Removal	\$577	\$701	\$652	\$600	\$600
Bldg-Cleaning, Maint,Supplies Exterior	\$4,554	\$8,013	\$2,580	\$10,000	\$8,000
Communication (phone, fax, internet)	\$1,872	\$2,393	\$2,383	\$2,500	\$2,500
Professional Fees - Engineering	\$4,119	\$2,938	\$0	\$0	\$0
Mileage	\$0	\$0	\$0	\$100	\$100
Professional Development	\$145	\$1,048	\$555	\$1,000	\$1,000
Membership and Subscription Fees	\$280	\$0	\$218	\$150	\$220
Employee Travel - Meals	\$0	\$0	\$0	\$100	\$100
Insurance	\$7,358	\$8,698	\$8,733	\$8,872	\$8,872
Advertising	\$0	\$238	\$371	\$300	\$500
Contract Services	\$163	\$556	\$0	\$400	\$350
Clothing Safety Allowance	\$102	\$135	\$0	\$150	\$515
<b>Expenditures Total</b>	<b>\$173,963</b>	<b>\$184,812</b>	<b>\$147,713</b>	<b>\$188,549</b>	<b>\$189,007</b>
<b>Revenues</b>					
Ice Rental - Prime	-\$34,972	-\$37,324	-\$13,253	-\$29,000	-\$15,000
Ice Rental - Non-Prime	-\$2,505	-\$489	-\$385	-\$2,000	-\$640
Arena Summer Rentals	-\$19,126	-\$20,048	-\$14,841	-\$22,000	-\$18,000
Gymnasium Rental	-\$14,616	-\$20,801	-\$17,791	-\$15,000	-\$17,197
Rink Board and Ball Diamond Advertising	-\$1,050	\$0	\$0	-\$350	-\$350
ORC Drink Machine	-\$1,077	-\$961	-\$575	-\$1,300	-\$500

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
Other Recoveries	\$0	-\$434	\$0	-\$500	-\$500
<b>Revenues Total</b>	<b>-\$73,346</b>	<b>-\$80,057</b>	<b>-\$46,845</b>	<b>-\$70,150</b>	<b>-\$52,187</b>

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>Parks</b>					
<b>Expenditures</b>					
FT Wages	\$6,077	\$0	\$0	\$0	\$42,197
PT Wages	\$6,406	\$17,381	\$13,228	\$20,338	\$7,151
OT Wages	\$0	\$0	\$0	\$0	\$0
FT Wage Related Expenses	\$997	-\$447	\$0	\$0	\$7,688
PT Wage Related Expenses	\$345	\$1,308	\$866	\$1,867	\$659
WSIB	\$333	\$513	\$419	\$620	\$1,579
Hydro	\$0	\$3,419	\$2,462	\$3,400	\$3,400
Fuel	\$1,988	\$1,442	\$0	\$2,200	\$2,200
Water Protection	\$448	\$873	\$657	\$1,000	\$1,000
Equipment Maintenance and Supplies	\$3,269	\$5,130	\$1,118	\$4,500	\$1,480
Vehicle Maintenance	\$0	\$0	\$542	\$500	\$500
Maintenance Grounds	\$8,960	\$11,876	\$10,393	\$10,000	\$10,000
Mileage	\$324	\$228	\$0	\$500	\$0
Insurance	\$0	\$6,316	\$6,346	\$6,442	\$6,442
Advertising	\$238	\$0	\$623	\$150	\$500
Contract Services	\$17,730	\$20,948	\$28,474	\$20,700	\$16,260
Manulife Benefits	\$0	\$0	\$0	\$0	\$7,370
<b>Expenditures Total</b>	<b>\$47,113</b>	<b>\$68,989</b>	<b>\$65,129</b>	<b>\$72,218</b>	<b>\$108,428</b>
<b>Revenues</b>					
Horse Paddock Rental	\$0	\$0	-\$200	\$0	\$0
Picnic Shelter	-\$525	-\$520	-\$220	-\$500	-\$300
Ball Diamond Rentals	-\$1,182	-\$3,197	-\$2,839	-\$3,000	-\$3,000
Sports Facility User Fees	-\$13,195	-\$17,821	-\$15,313	-\$17,000	-\$800
Soccer Field Rentals	\$0	\$0	\$0	\$0	-\$3,000
<b>Revenues Total</b>	<b>-\$14,902</b>	<b>-\$21,538</b>	<b>-\$18,572</b>	<b>-\$20,500</b>	<b>-\$7,100</b>

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>PCC</b>					
<b>Expenditures</b>					
FT Wages	\$43,967	\$39,797	\$6,876	\$0	\$0
PT Wages	\$36,386	\$40,091	\$43,176	\$36,984	\$40,245
OT Wages	\$421	\$71	\$817	\$500	\$500
FT Wage Related Expenses	\$4,641	\$2,233	\$0	\$0	\$0
PT Wage Related Expenses	\$1,691	\$1,772	\$1,098	\$3,442	\$3,757
Manulife Benefits	\$9,679	\$1,609	\$0	\$0	\$0
WSIB	\$2,354	\$1,433	\$1,403	\$1,143	\$1,304
Office Supplies	\$137	\$88	\$265	\$150	\$150
Hydro	\$20,075	\$22,647	\$16,015	\$24,400	\$24,400
Heat	\$3,836	\$4,315	\$4,300	\$4,000	\$4,000
Fuel	\$0	\$501	\$0	\$500	\$500
Water Protection	\$3,998	\$5,619	\$4,724	\$5,100	\$5,100
Bldg-Cleaning, Maint,Supplies Interior	\$14,240	\$16,271	\$8,183	\$15,000	\$15,000
Kitchen Supplies and Equipment	\$3,756	\$1,119	\$5,944	\$1,500	\$1,500
Waste Removal	\$2,472	\$2,802	\$2,607	\$2,500	\$2,500
Outdoor Maintenance of Building	\$3,101	\$829	\$2,618	\$1,200	\$1,200
Communication (phone, fax, internet)	\$2,630	\$2,788	\$2,278	\$2,800	\$2,800
Mileage	\$296	\$0	\$0	\$300	\$100
Professional Development	\$751	\$0	\$36	\$0	\$0
Membership and Subscription Fees	\$224	\$224	\$0	\$2,000	\$500
Employee Travel - Meals	\$38	\$0	\$0	\$150	\$150
Employee Travel - Accomodations	\$299	\$0	\$0	\$450	\$450
Insurance	\$10,112	\$7,158	\$7,110	\$7,301	\$7,301
Advertising	\$376	\$430	\$0	\$2,000	\$2,000
Contract Services	\$2,180	\$1,919	\$987	\$2,050	\$2,530
<b>Expenditures Total</b>	<b>\$167,658</b>	<b>\$153,715</b>	<b>\$108,438</b>	<b>\$113,470</b>	<b>\$115,987</b>
<b>Revenues</b>					
Hall - Prime	-\$17,957	-\$25,804	-\$24,862	-\$19,000	-\$22,800
Hall - Non-Prime	-\$12,841	-\$16,970	-\$16,242	-\$15,000	-\$16,000
Meeting Room	-\$4,299	-\$7,605	-\$9,248	-\$5,000	-\$8,000
Licensed Events Using Patio	-\$110	-\$55	-\$334	-\$100	-\$224
Hall - Commercial Rentals	-\$750	\$0	-\$765	-\$765	-\$765
Bartenders	-\$5,942	-\$8,810	-\$10,319	-\$7,000	-\$8,500
Pop, Glasses, & Ice	-\$1,509	-\$2,004	\$0	\$0	\$0
Kitchen Facilities - Non-Prime	-\$1,910	-\$4,900	-\$3,251	-\$4,000	-\$3,180
Advertising Sign	-\$315	-\$411	-\$225	-\$300	-\$324

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
Other Recoveries	-\$4,978	-\$909	-\$360	-\$400	-\$400
Recreation Conditional Grants	-\$4,729	-\$5,167	\$0	-\$5,167	-\$5,167
Donations	-\$8,221	\$0	-\$400	\$0	\$0
Projector Rental Fee	\$0	\$0	-\$25	\$0	-\$50
<b>Revenues Total</b>	<b>-\$63,562</b>	<b>-\$72,635</b>	<b>-\$66,031</b>	<b>-\$56,732</b>	<b>-\$65,410</b>



**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>PDAC</b>					
Expenditures					
Per Diems	\$3,258	\$3,360	\$3,934	\$4,295	\$4,360
Office Supplies & Equipment	\$74	\$13	\$42	\$0	\$50
Mileage	\$225	\$0	\$0	\$150	\$150
Training	\$0	\$0	\$0	\$1,500	\$1,500
<b>Expenditures Total</b>	<b>\$3,556</b>	<b>\$3,373</b>	<b>\$3,977</b>	<b>\$5,945</b>	<b>\$6,060</b>

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>Planning</b>					
<b>Expenditures</b>					
FT Wages	\$48,629	\$55,952	\$58,878	\$66,558	\$67,682
OT Wages	\$721	\$0	\$0	\$500	\$500
FT Wage Related Expenses	\$8,553	\$9,929	\$10,506	\$11,699	\$12,084
Manulife Benefits	\$5,813	\$6,602	\$8,117	\$8,152	\$8,060
WSIB	\$1,427	\$1,618	\$1,846	\$2,045	\$2,182
Office Supplies	\$176	\$12	\$18	\$100	\$100
Signage	\$21	\$0	\$0	\$100	\$0
Communication (phone, fax, internet)	\$221	\$170	\$136	\$200	\$200
Professional Fees - Legal	\$8,404	\$13,337	\$5,699	\$24,000	\$25,000
Professional Fees - Engineering	\$76,845	\$91,069	\$52,254	\$60,000	\$56,695
Mileage	\$302	\$306	\$0	\$250	\$250
Professional Development	\$2,912	\$227	\$356	\$200	\$1,244
Membership and Subscription Fees	\$120	\$0	\$120	\$120	\$150
Employee Travel - Meals	\$0	\$0	\$0	\$100	\$100
Employee Travel - Accomodations	\$0	\$0	\$0	\$350	\$350
Advertising	\$4,426	\$6,142	\$7,645	\$4,000	\$2,000
Professional Fees - Water Monitoring	\$336	\$1,962	\$2,150	\$2,000	\$2,000
Contract Services	\$3,992	\$3,178	\$4,868	\$3,500	\$3,000
CIP Grants	\$0	\$0	\$1,487	\$20,000	\$20,000
<b>Expenditures Total</b>	<b>\$162,896</b>	<b>\$190,505</b>	<b>\$154,080</b>	<b>\$203,875</b>	<b>\$201,597</b>
<b>Revenues</b>					
Engineering, Environmental, Legal, and Advertising Fees Recovered	-\$53,275	-\$65,153	-\$36,286	-\$30,000	-\$20,000
Minor Variance	-\$8,450	-\$12,610	-\$11,492	-\$9,464	-\$8,970
Agreements	\$0	\$0	-\$510	\$0	-\$765
Part Lot Control Exemption By-law	\$0	\$0	\$0	\$0	\$0
Site Plan Control	-\$14,000	-\$2,040	-\$8,081	-\$8,324	-\$21,700
Consent Review and Clearance	\$0	-\$3,500	-\$3,840	-\$3,968	-\$1,965
Zoning By-law Amendment	-\$20,000	-\$44,400	-\$7,200	-\$29,600	-\$16,200
Telecommunication Tower Proposals	\$0	-\$1,000	-\$1,520	-\$510	-\$1,042
Zoning By-law Amendment - Aggregate	-\$7,500	\$0	\$0	\$0	\$0
Zoning Compliance Letter	-\$1,950	-\$1,950	-\$2,700	-\$2,000	-\$2,227
Zoning By-law #19/85	\$0	\$0	\$0	\$0	\$0
Business Retention and Expansion Municipal Implementation Fund	-\$12,500	\$0	-\$25,000	-\$25,000	-\$25,000
Grading Fee - Dwellings	\$0	-\$118,000	-\$30,000	-\$60,000	\$0
Lifting of Holding Designation Fee (Zoning)	\$0	-\$1,100	\$0	-\$561	-\$573
Planning - Other Recoveries	\$0	-\$46	\$0	\$0	\$0

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
Advertising Fees Recovered	-\$701	\$0	\$0	-\$750	\$0
<b>Revenues Total</b>	<b>-\$118,375</b>	<b>-\$249,799</b>	<b>-\$126,629</b>	<b>-\$170,177</b>	<b>-\$98,442</b>

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>Public Works</b>					
Expenditures					
FT Wages	\$351,573	\$336,474	\$299,291	\$357,356	\$348,079
PT Wages	\$38,085	\$40,674	\$38,567	\$44,181	\$37,684
OT Wages	\$27,122	\$26,123	\$27,477	\$32,700	\$32,700
FT Wage Related Expenses	\$61,996	\$61,742	\$54,178	\$65,105	\$64,286
PT Wage Related Expenses	\$4,074	\$4,063	\$3,078	\$4,057	\$3,474
Manulife Benefits	\$46,003	\$45,157	\$39,448	\$41,489	\$38,390
WSIB	\$11,830	\$11,267	\$11,378	\$12,659	\$12,765
Office Supplies	\$191	\$1,705	\$1,068	\$500	\$500
Hydro	\$6,780	\$12,348	\$9,143	\$13,200	\$0
Heat	\$4,264	\$4,011	\$5,117	\$3,820	\$0
Fuel	\$69,312	\$62,571	\$81,750	\$84,295	\$84,295
Equipment Maintenance & Supplies	\$1,175	\$916	\$1,955	\$2,050	\$2,050
Signage	\$8,331	\$9,283	\$8,978	\$10,000	\$10,000
Pavement Markings	\$25,328	\$30,121	\$30,940	\$35,500	\$35,500
Railway Maintenance	\$138,143	\$0	\$0	\$5,000	\$5,000
Maintenance Gravel	\$69,920	\$79,195	\$67,621	\$80,000	\$77,000
Calcium	\$51,612	\$46,082	\$49,044	\$46,400	\$46,400
Winter Maintenance	\$157,824	\$205,047	\$144,360	\$183,000	\$183,000
Waste Removal	\$922	\$1,153	\$1,460	\$1,500	\$1,500
Shop Overhead	\$7,941	\$11,756	\$8,317	\$12,400	\$7,400
Road Maintenance supplies	\$34,923	\$33,258	\$31,159	\$37,400	\$35,400
Vehicle Maintenance	\$44,898	\$42,116	\$39,992	\$46,000	\$46,000
Speed Monitor	\$0	\$0	\$0	\$500	\$500
Sidewalk Repairs	\$1,949	\$422	\$0	\$5,000	\$5,000
Communication (phone, fax, internet)	\$1,897	\$1,873	\$2,925	\$1,800	\$3,462
Professional Fees - Engineering	\$1,901	\$588	\$0	\$2,000	\$2,000
Mileage	\$81	\$303	\$0	\$100	\$100
Professional Development	\$1,131	\$1,600	\$415	\$1,420	\$1,420
Membership and Subscription Fees	\$787	\$787	\$787	\$800	\$800
Employee Travel - Meals	\$85	\$68	\$0	\$100	\$100
Insurance	\$9,422	\$70,341	\$73,154	\$71,748	\$71,748
Advertising	\$436	\$20	\$1,371	\$500	\$500
Vehicle Plates	\$6,895	\$6,932	\$7,240	\$7,030	\$7,100
Permits	\$50	\$1,850	\$505	\$100	\$100
Contract Services	\$35,977	\$31,217	\$21,822	\$49,000	\$44,120
Clothing, Safety Allowance	\$763	\$763	\$584	\$750	\$1,050
Bridge Inspections	\$8,758	\$0	\$0	\$0	\$0

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
Street Lights: Repairs and Hydro Bills	\$48,929	\$54,969	\$53,002	\$46,350	\$46,350
Cleaning, Maint & supplies for Bldg	\$0	\$328	\$1,091	\$625	\$0
<b>Expenditures Total</b>	<b>\$1,281,307</b>	<b>\$1,237,120</b>	<b>\$1,117,217</b>	<b>\$1,306,434</b>	<b>\$1,255,774</b>
<b>ReserveTransfers</b>					
Transfer from Public Works Replacement and Restoration of Aging In	-\$4,403	\$0	\$0	-\$10,000	-\$10,000
Contribution to Winter Maintenance	\$25,176	\$0	\$0	\$0	\$0
Contribution from Winter Maintenance	\$0	-\$22,047	\$0	\$0	\$0
<b>ReserveTransfers Total</b>	<b>\$20,773</b>	<b>-\$22,047</b>	<b>\$0</b>	<b>-\$10,000</b>	<b>-\$10,000</b>
<b>Revenues</b>					
Oversize-Overweight Load Permits	\$0	\$0	\$0	\$0	\$0
Entrance Permit	-\$3,150	-\$5,980	-\$4,139	-\$3,220	-\$4,465
Roads Other Recoveries	-\$1,799	-\$1,832	-\$360	-\$1,000	-\$1,000
Third Party Cost Recovery	\$0	\$0	\$0	\$0	\$0
Third Party Cost Recovery Administration Fee	\$0	\$0	\$0	\$0	\$0
<b>Revenues Total</b>	<b>-\$4,949</b>	<b>-\$7,812</b>	<b>-\$4,499</b>	<b>-\$4,220</b>	<b>-\$5,465</b>

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>Recreation Committee</b>					
Expenditures					
Per Diems	\$3,047	\$3,234	\$2,605	\$4,295	\$4,360
Training	\$0	\$0	\$0	\$0	\$0
<b>Expenditures Total</b>	<b>\$3,047</b>	<b>\$3,234</b>	<b>\$2,605</b>	<b>\$4,295</b>	<b>\$4,360</b>

**Schedule C to Report FIN-2018-001**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>Source Water Protection</b>					
Expenditures					
FT Wages/Benefits	\$0	\$3,418	\$2,513	\$20,506	\$9,579
Public Education Costs	\$8,932	\$0	\$0	\$5,000	\$0
Professional Fees	\$5,812	\$18,122	\$4,824	\$10,000	\$17,260
<b>Expenditures Total</b>	<b>\$14,743</b>	<b>\$21,540</b>	<b>\$7,337</b>	<b>\$35,506</b>	<b>\$26,839</b>
ReserveTransfers					
Contribution to Operating Carryforward	\$6,068	\$0	\$0	\$0	\$0
Transfer from Operating Carryforward	\$0	-\$27,447	\$0	-\$9,546	\$0
<b>ReserveTransfers Total</b>	<b>\$6,068</b>	<b>-\$27,447</b>	<b>\$0</b>	<b>-\$9,546</b>	<b>\$0</b>
Revenues					
Source Protection Municipal Implementation Fund	-\$15,000	\$0	\$0	-\$17,260	-\$17,260
<b>Revenues Total</b>	<b>-\$15,000</b>	<b>\$0</b>	<b>\$0</b>	<b>-\$17,260</b>	<b>-\$17,260</b>
<b>Grand Total</b>	<b>\$2,338,462</b>	<b>\$2,232,635</b>	<b>\$2,154,056</b>	<b>\$2,642,266</b>	<b>\$2,956,142</b>

2018 Proposed Expenditures, Reserve Transfers and Revenues Summary

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>Expenditures</b>					
Administration	\$398,502	\$425,704	\$454,741	\$505,876	\$527,559
Badenoch	\$2,114	\$15,227	\$12,282	\$13,301	\$0
Building	\$338,668	\$376,027	\$346,034	\$402,983	\$548,475
By-law	\$121,772	\$77,559	\$61,471	\$70,835	\$141,885
Corporate	\$182,618	\$231,630	\$186,064	\$243,966	\$202,334
Council	\$117,937	\$112,196	\$105,447	\$129,546	\$131,363
Elections	\$1,208	\$1,313	\$1,208	\$1,210	\$60,000
Finance	\$598,331	\$605,470	\$626,548	\$673,491	\$653,703
Fire and Rescue	\$636,596	\$699,605	\$615,269	\$656,044	\$656,327
Heritage Committee	\$1,114	\$4,095	\$5,006	\$9,040	\$6,065
Library	\$6,346	\$6,621	\$6,535	\$6,260	\$6,260
Municipal Office	\$0	\$0	\$0	\$0	\$73,675
ORC	\$173,963	\$184,812	\$147,713	\$188,549	\$189,007
Parks	\$47,113	\$68,989	\$65,129	\$72,218	\$108,428
PCC	\$167,658	\$153,715	\$108,438	\$113,470	\$115,987
PDAC	\$3,556	\$3,373	\$3,977	\$5,945	\$6,060
Planning	\$162,896	\$190,505	\$154,080	\$203,875	\$201,597
Public Works	\$1,281,307	\$1,237,120	\$1,117,217	\$1,306,434	\$1,255,774
Recreation Committee	\$3,047	\$3,234	\$2,605	\$4,295	\$4,360
Source Water Protection	\$14,743	\$21,540	\$7,337	\$35,506	\$26,839
<b>Expenditures Total</b>	<b>\$4,259,491</b>	<b>\$4,418,735</b>	<b>\$4,027,100</b>	<b>\$4,642,845</b>	<b>\$4,915,695</b>
<b>Reserve Transfers</b>					
Administration	\$5,335	\$10,000	-\$15,000	-\$33,632	\$202,500
Building	\$20,429	\$82,758	\$302,234	-\$46,207	-\$162,099
Elections	\$14,000	\$12,787	\$12,787	\$12,787	-\$48,574
Fire and Rescue	\$0	\$0	\$0	\$0	-\$6,800
Public Works	\$20,773	-\$22,047	\$0	-\$10,000	-\$10,000
Source Water Protection	\$6,068	-\$27,447	\$0	-\$9,546	\$0



**2018 Proposed Expenditures, Reserve Transfers and Revenues Summary**

	2015 Actuals	2016 Actuals	2017 YTD	2017 Budget	2018 Budget
<b>ReserveTransfers Total</b>	\$66,605	\$56,051	\$300,021	-\$86,598	-\$24,973
<b>Revenues</b>					
Administration	-\$18,656	-\$15,720	-\$5,520	-\$11,650	-\$5,400
Badenoch	-\$10	-\$10	-\$10	-\$10	\$0
Building	-\$361,646	-\$458,785	-\$648,268	-\$356,776	-\$386,376
By-law	-\$53,846	-\$45,003	-\$26,110	-\$26,618	-\$28,266
Corporate	-\$1,093,748	-\$1,093,141	-\$1,106,133	-\$1,044,805	-\$1,101,196
Elections	\$0	\$0	\$0	\$0	\$0
Finance	-\$26,869	-\$29,439	-\$31,347	-\$23,800	-\$30,544
Fire and Rescue	-\$140,038	-\$165,064	-\$93,101	-\$108,784	-\$111,833
Library	-\$2,687	-\$3,146	\$0	-\$2,500	-\$3,000
Municipal Office	\$0	\$0	\$0	\$0	-\$22,103
ORC	-\$73,346	-\$80,057	-\$46,845	-\$70,150	-\$52,187
Parks	-\$14,902	-\$21,538	-\$18,572	-\$20,500	-\$7,100
PCC	-\$63,562	-\$72,635	-\$66,031	-\$56,732	-\$65,410
Planning	-\$118,375	-\$249,799	-\$126,629	-\$170,177	-\$98,442
Public Works	-\$4,949	-\$7,812	-\$4,499	-\$4,220	-\$5,465
Source Water Protection	-\$15,000	\$0	\$0	-\$17,260	-\$17,260
<b>Revenues Total</b>	<b>-\$1,987,634</b>	<b>-\$2,242,151</b>	<b>-\$2,173,066</b>	<b>-\$1,913,981</b>	<b>-\$1,934,581</b>
<b>Operating Tax Levy</b>	<b>\$2,338,462</b>	<b>\$2,232,635</b>	<b>\$2,154,056</b>	<b>\$2,642,266</b>	<b>\$2,956,142</b>

**TOWNSHIP OF PUSLINCH  
2018 OPERATING BUDGET**

**2018 REQUESTED BASE BUDGET INCREASES**

Department Fire and Rescue Priority

**1 - Purpose of Expenditure**

Puslinch Fire Department 50th Anniversary Party

**2 - Need**

Supplies for an open house anniversary celebration. Food, beverages, anniversary books, t-shirts, etc. To be determined by committee.

**3 - Benefit of the Investment**

Great community and employee relations event.

**4 - Risk Assessment**

none

**5 - Financial Impact**

One-time request for 2018 Budget only?

**Revenues Earned/Reserves Utilized**

	Revenues	Reserves	Balance in Reserves (as applicable)
	\$0	N/A	N/A
<b>Total Revenues/Reserves</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Expenses Incurred**

01-0040-4312	Meals	\$4,000
<b>Total Expenses</b>		<b>\$4,000</b>

**Net Expense/(Revenue)** \$4,000

Furniture/Fixtures Required for new staff?	N/A
Computer Required for new staff?	N/A
Fleet Vehicle Required for new staff?	N/A

**TOWNSHIP OF PUSLINCH  
2018 OPERATING BUDGET**

**2018 REQUESTED BASE BUDGET INCREASES**

Department Fire Priority

**1 - Purpose of Expenditure**

To align the Equipment Maintenance and Supplies operating budget line with the true actuals from the past 3 years.

**2 - Need**

Regular maintenance and supply purchases with the addition of the following: purchases for a HCN Detector \$600, Jack Rabbit tool spreader \$4400, Rotary Saw \$1400, Drill set \$400 required over and above normal purchases.

**3 - Benefit of the Investment**

Replacement of a variety of old equipment and defective fire hose.

**4 - Risk Assessment**

none

**5 - Financial Impact**

One-time request for 2018 Budget only?

**Revenues Earned/Reserves Utilized**

	Revenues	Reserves	Balance in Reserves (as applicable)
01-0013-3200 Fire Equipment Replacement Discretionary Reserve		\$6,800	\$163,929
<b>Total Revenues/Reserves</b>	<b>\$0</b>	<b>\$6,800</b>	

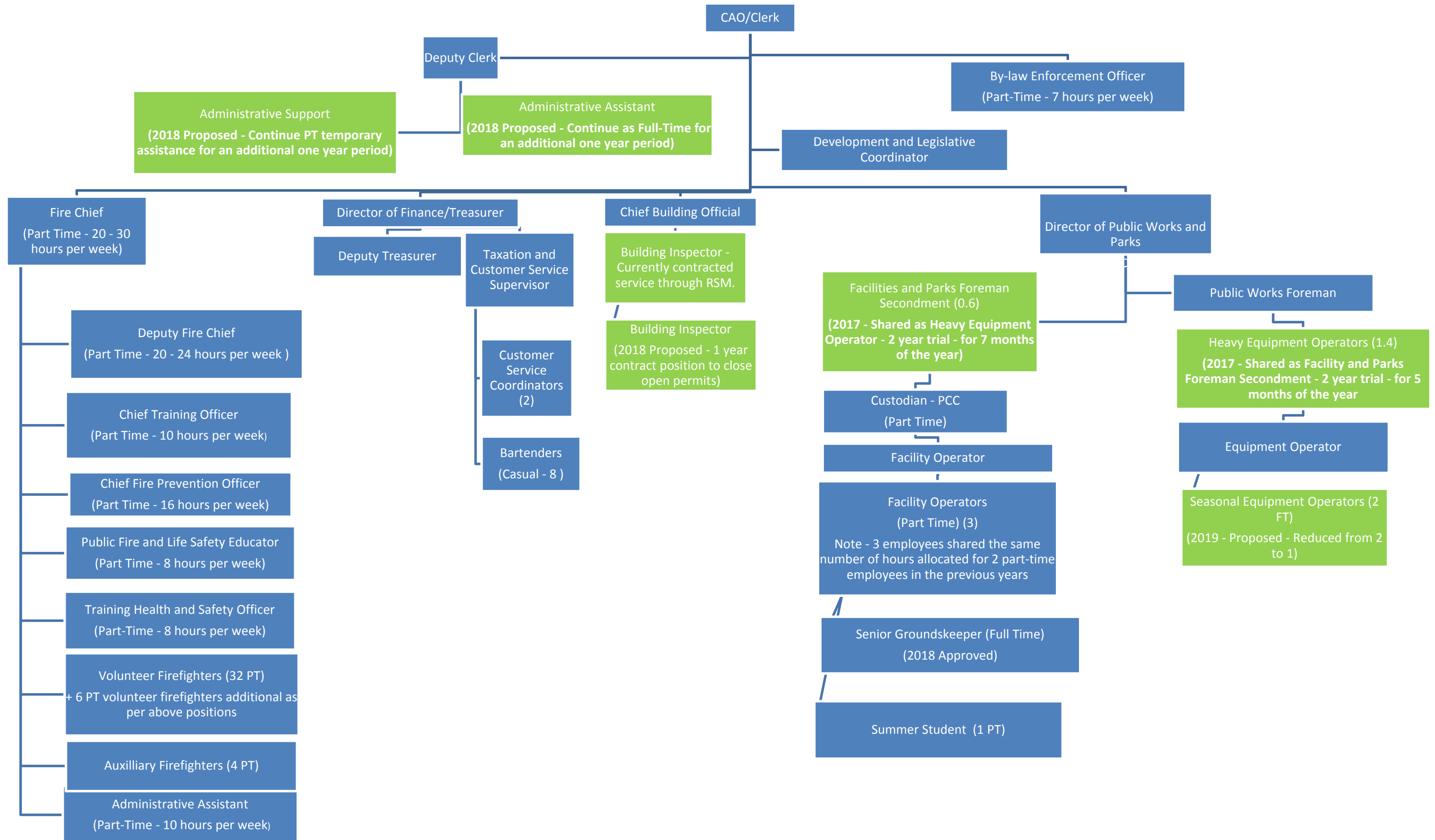
**Expenses Incurred**

Budget Line	Equipment Maintenance and Supplies	\$6,800
<b>Total Expenses</b>		<b>\$6,800</b>

**Net Expense/(Revenue)** \$0

Furniture/Fixtures Required for new staff?	N/A
Computer Required for new staff?	N/A
Fleet Vehicle Required for new staff?	N/A

Organization Chart – 2018 Proposed



Conference, Seminar and Training Budget

Schedule G to Report FIN-2018-001

Department	Position	# of Business Days	Conference/Seminar/Training Session	Location	Cost
Administration	CAO/Clerk	3	CAO Training - Schulich School of Business	Toronto	\$ 3,500.00
Administration	CAO/Clerk	3	AMCTO Conference	Blue Mountain	\$ 780.00
Administration	CAO/Clerk	4	AMO Conference - TAPMO	Ottawa	\$ 700.00
Administration	CAO/Clerk	2	AMCTO 2018 Election Training Sessions	Ontario	\$ 820.00
Administration	CAO/Clerk	0	ROMA Conference - TAPMO	Ontario	\$ -
Administration	CAO/Clerk	0	OGRA Conference - TAPMO	Ontario	\$ -
Administration	Deputy Clerk	5	Management Training - Schulich School of Business	Toronto	\$ 3,500.00
Administration	Deputy Clerk	2	AMCTO Course - Employment Law and HR Program	Ontario	\$ 1,430.00
Administration	Deputy Clerk	3	AMCTO Conference	Blue Mountain	\$ 780.00
Administration	Deputy Clerk	2	AMCTO 2018 Election Training Sessions	Ontario	\$ 820.00
Administration	Firehouse Training	3	Firehouse Training	Township Office	\$ 7,000.00
Administration	All Employees - Corporate Wide Training	3	Health and Safety Training	Township Office	\$ 3,000.00
Administration	All Employees - Corporate Wide Training	2	Harassment and Violence in the Workplace Training	Township Office	\$ 5,000.00
Administration	All Employees - Corporate Wide Training	3	Teamwork/Individual Coaching Training	Township Office	\$ 3,000.00
Administration	All Employees - Corporate Wide Training	0	Website Training	Township Office	\$ -
Administration	All Employees - Corporate Wide Training	0	Records Management Training	Township Office	\$ -
Administration	All Employees - Corporate Wide Training	0	Microsoft Office Training	Township Office	\$ -
Administration	All Employees - Corporate Wide Training	0	Keystone Training	Township Office	\$ -
Administration	All Employees - Corporate Wide Training	0	Management Training	Township Office	\$ -
Building	Chief Building Official	5	OBOA Building Structural - 2012	Ontario	\$ 700.00
Building	Chief Building Official	5	OBOA Building Services - 2012	Ontario	\$ 700.00
Building	Chief Building Official	5	OBOA Annual Meeting & Training Session (AMTS)	Kingston	\$ 900.00
Building	Chief Building Official	1	2 Ministry of Municipal Affairs and Housing Exams	Ontario	\$ 350.00
Building	Building Inspector	5	OBOA Course	Ontario	\$ 700.00
Building	Building Inspector	5	OBOA Course	Ontario	\$ 700.00
Building	Building Inspector	1	2 Ministry of Municipal Affairs and Housing Exams	Ontario	\$ 350.00
Building	Customer Service Coordinator	5	OBOA General Legal - 2012	Ontario	\$ 700.00
Building	Customer Service Coordinator	5	OBOA General Legal - 2012	Ontario	\$ 700.00
Building	Taxation and Customer Service Supervisor	5	OBOA General Legal - 2012	Ontario	\$ 700.00
Building	Customer Service Coordinator	1	2 Ministry of Municipal Affairs and Housing Exams	Ontario	\$ 350.00
Building	Allocation - Corporate Wide Training	3	Health and Safety Training	Township Office	\$ 900.00
Building	Allocation - Corporate Wide Training	2	Harassment and Violence in the Workplace Training	Township Office	\$ 1,500.00
Building	Allocation - Corporate Wide Training	3	Teamwork/Individual Coaching Training	Township Office	\$ 900.00
By-law	By-law Enforcement Officer	5	Ontario Association of Property Standards Officers - Annual Training Seminar and Annual General Meeting	Niagara Falls	\$ 1,200.00
Finance	Director of Finance/Treasurer	5	Management Training - Schulich School of Business	Toronto	\$ 3,500.00
Finance	Director of Finance/Treasurer	3	MFOA Conference	Niagara Falls	\$ 500.00
Finance	Taxation and Customer Service Supervisor	1	AMCTO Courses	Ontario	\$ 500.00
Finance	Deputy Treasurer	1	Any required training	Ontario	\$ 500.00
Fire and Rescue	Fire Chief	5	Ontario Association of Fire Chiefs' Conference	Toronto	\$ 950.00
Fire and Rescue	Fire Chief	10	Ontario Fire College Fire Officer IV Course	Gravenhurst	\$ 65.00
Fire and Rescue	Deputy Fire Chief	5	Ontario Association of Fire Chiefs' Conference	Toronto	\$ 950.00
Fire and Rescue	Deputy Fire Chief	5	Fire Department Instructor Conference	United States	\$ 945.00
Fire and Rescue	Deputy Fire Chief		Blue Card Command Instructors' Course	Ontario	Future Budget
Fire and Rescue	Chief Training Officer	10	Ontario Fire College Fire Officer IV Course	Gravenhurst	\$ 65.00
Fire and Rescue	2 Health and Safety Committee Members		PSHSA H&S Certification Part 1 and Part 2	Ontario	\$ 1,400.00
Fire and Rescue	Volunteer Firefighter - McLoughlin	2	Fire Service Women Conference	Sarnia	\$ 250.00

Department	Position	# of Business Days	Conference/Seminar/Training Session	Location	Cost
Fire and Rescue	Volunteer Firefighter - Ferraccioli	8	Red Cross Instructor Course	Ontario	\$ 800.00
Fire and Rescue	2 New Acting Captains	5	Blue Card Command - On-line Course - 40 Hours	Online Course	\$ 1,200.00
Fire and Rescue	Other Firefighters not described above	15	Ontario Fire College Courses	Gravenhurst	\$ 995.00
Fire and Rescue	All Fire Department Staff	1	Drivewise Driver Training	Fire Training Room	\$ 6,000.00
Fire and Rescue	Resource Materials	N/A	Textbooks, dvds, training props, misc.	N/A	\$ 950.00
Fire and Rescue	Resource Materials	N/A	Blue Card Command Resources and Admin Centre	N/A	\$ 3,730.00
Fire and Rescue	Facility Rental	N/A	Facility Rental	Guelph	\$ 600.00
Fire and Rescue	Facility Rental	N/A	Facility Rental	Cambridge	\$ 600.00
Planning	Development and Legislative Coordinator	3	Ontario Association of Committee of Adjustment Conference	Niagara Falls	\$ 530.40
Planning	Development and Legislative Coordinator	Online	2 On-line Municipal Administration Program Courses - AMCTO	Online	\$ 714.00
Public Works	TBD	3	Ontario Good Roads Association Road School	Guelph	\$ 910.00
Public Works	TBD	1	Safety/Equipment Training	TBD	\$ 510.00
ORC	Richard Hoover	3	Ontario Recreation Facilities Association Training	Guelph	\$ 555.00
ORC	TBD	1	Olympia Training	ORC	\$ 445.00

**Directly from Expense Policy:**

**Clause 4.2. Conference, seminar, or training attendance is limited to Ontario unless otherwise approved by the CAO/Clerk.**

**Clause 4.3. Conference, seminar, or training attendance is limited to the following:**

- Two (2) job-related conferences per year in Ontario or one (1) outside of Ontario.**
- Two (2) job-related off-site training sessions per year in Ontario or one (1) outside of Ontario.**
- Conference, seminar, and training sessions must be itemized in the annual budget of each department**
- Attendance at conference, seminar, and training sessions are limited to a maximum of ten (10) business days.**
- Additional mandatory training requires approval by the CAO/Clerk.**

Memberships and Associations Budget

Schedule H to Report FIN-2018-001

Department	Position	Membership and/or Association	Corporate Fee	Individual Fee	Budget
Administration	CAO/Clerk	Association of Municipal Managers, Clerks and Treasurers of Ontario	N/A	\$ 400.00	\$ 400.00
Administration	CAO/Clerk	Ontario Municipal Administrators' Association	N/A	\$ 400.00	\$ 400.00
Administration	Deputy Clerk	Association of Municipal Managers, Clerks and Treasurers of Ontario	N/A	\$ 400.00	\$ 400.00
Administration	Administrative Assistant	Association of Municipal Managers, Clerks and Treasurers of Ontario	N/A	\$ 400.00	\$ 400.00
Administration	Development & Legislative Coordinator	Association of Municipal Managers, Clerks and Treasurers of Ontario	N/A	\$ 400.00	\$ 400.00
Administration	Development & Legislative Coordinator	Institute of Law Clerks of Ontario Certification – <i>only applicable if the employee is a Law Clerk</i>	N/A	\$ 200.00	\$ -
Administration	Corporate Memberships	Municipal World	\$ 60.00	N/A	\$ 60.00
Administration	Corporate Memberships	Association of Municipalities of Ontario	\$ 2,500.00	N/A	\$ 2,500.00
Administration	Corporate Memberships	Ontario Good Roads Association	\$ 800.00	N/A	\$ 800.00
Administration	Corporate Memberships	Wellington County Clerks and Treasurers Association	\$ 200.00	N/A	\$ 200.00
Administration	Corporate Memberships	Federation of Canadian Municipalities	\$ 1,400.00	N/A	\$ 1,400.00
Administration	Corporate Memberships	Ontario Municipal Management Institute	\$ 58.00	N/A	\$ 40.60
Administration	Corporate Memberships	Human Resources Download Program	\$ 3,700.00	N/A	\$ 2,590.00
Building	Chief Building Official	Annual Registration – Ministry of Municipal Affairs and Housing	N/A	\$ 115.00	\$ 115.00
Building	Chief Building Official	Ontario Building Officials Association	N/A	\$ 315.00	\$ 315.00
Building	Chief Building Official	Waterloo Region Chief Building Official Committee	N/A	\$ 100.00	\$ 100.00
Building	Chief Building Official	Ontario Building Officials Association Wellington-Waterloo and District Chapter	N/A	\$ 30.00	\$ 30.00
Building	Chief Building Official	Ontario Plumbing Inspectors Association	N/A	\$ 62.00	\$ 62.00
Building	Chief Building Official	Ontario Association of Certified Technicians and Technologists – <i>only applicable if the employee has a C.Tech. or C.E.T. designation</i>	N/A	\$ 250.00	\$ -
Building	Building Inspector	Annual Registration – Ministry of Municipal Affairs and Housing	N/A	\$ 115.00	\$ 115.00
Building	Building Inspector	Ontario Building Officials Association	N/A	\$ 315.00	\$ 315.00



**Memberships and Associations Budget**

**Schedule H to Report FIN-2018-001**

<b>Department</b>	<b>Position</b>	<b>Membership and/or Association</b>	<b>Corporate Fee</b>	<b>Individual Fee</b>	<b>Budget</b>
Building	Building Inspector	Ontario Building Officials Association Wellington-Waterloo and District Chapter	N/A	\$ 30.00	\$ 30.00
Building	Building Inspector	Ontario Association of Certified Technicians and Technologists – <i>only applicable if the employee has a C.Tech. or C.E.T. designation</i>	N/A	\$ 250.00	\$ -
Building	Corporate Memberships	Ontario Association of Property Standards Officers	\$ 75.00	\$ 75.00	\$ 75.00
Building	Corporate Memberships	Municipal Law Enforcement Officers' Association	\$ 168.00	\$ 110.00	\$ 168.00
Building	Corporate Memberships	Ontario Onsite Waste Water Association	\$ 375.00	\$ 250.00	\$ 375.00
Building	Corporate Wide Membership Allocation - 30%	Municipal Information Network	\$ 600.00	N/A	\$ 180.00
Building	Corporate Wide Membership Allocation - 30%	Local Authority Services Energy Planning Tool	\$ 300.00	N/A	\$ 90.00
Building	Corporate Wide Membership Allocation - 30%	Human Resources Download Program	\$ 3,700.00	N/A	\$ 1,110.00
Building	Corporate Wide Membership Allocation - 30%	Municipal Employer Pension Center of Ontario	\$ 100.00	N/A	\$ 30.00
Building	Corporate Wide Membership Allocation - 30%	Ontario Municipal Management Institute	\$ 58.00	N/A	\$ 17.40
ORC	Facility Operator	Ontario Recreation Facilities Association	\$ 700.00	\$ 150.00	\$ 150.00
ORC	Facility Operator	TSSA Class B Refrigeration	N/A	\$ 70.00	\$ 70.00
Finance	Director of Finance/Treasurer	Chartered Professional Accountants of Canada - <i>only applicable if the employee has a professional accounting designation</i>	N/A	\$ 1,000.00	\$ 1,000.00
Finance	Deputy Treasurer	Chartered Professional Accountants of Canada - <i>only applicable if the employee has a professional accounting designation</i>	N/A	\$ 1,000.00	\$ -
Finance	Taxation and Customer Service Supervisor	Ontario Municipal Tax and Revenue Association	\$ 1,650.00	\$ 250.00	\$ -
Finance	Taxation and Customer Service Supervisor	Association of Municipal Managers, Clerks and Treasurers of Ontario	N/A	\$ 400.00	\$ 400.00
Finance	Corporate Memberships	Municipal Finance Officers' Association	\$ 325.00	N/A	\$ 325.00
Finance	Corporate Memberships	Municipal Employer Pension Center of Ontario	\$ 100.00	N/A	\$ 70.00



**Memberships and Associations Budget**

**Schedule H to Report FIN-2018-001**

<b>Department</b>	<b>Position</b>	<b>Membership and/or Association</b>	<b>Corporate Fee</b>	<b>Individual Fee</b>	<b>Budget</b>
Finance	Corporate Memberships	Local Authority Services Energy Planning Tool	\$ 300.00	N/A	\$ 210.00
Finance	Corporate Memberships	Municipal Information Network	\$ 600.00	N/A	\$ 420.00
Fire and Rescue	Fire Chief	Ontario Association of Fire Chiefs	N/A	\$ 260.00	\$ 260.00
Fire and Rescue	Deputy Fire Chief	Ontario Association of Fire Chiefs	N/A	\$ 260.00	\$ 260.00
Fire and Rescue	Chief Fire Prevention Officer	National Association of Fire Investigators	N/A	\$55.00 USD	\$ 69.58
Fire and Rescue	Public Fire and Life Safety Educator	National Association of Fire Investigators	N/A	\$55.00 USD	\$ 69.58
Fire and Rescue	Corporate Memberships	National Fire Protection Association	\$175.00 USD	N/A	\$ 221.00
Fire and Rescue	Corporate Memberships	National Fire Codes Subscription Service	\$1,500.00 USD	N/A	\$ 1,897.00
Fire and Rescue	Corporate Memberships	Wellington County Training Officers Association	\$ 50.00	N/A	\$ 50.00
Fire and Rescue	Corporate Memberships	Ontario Association of Fire Training Officers	\$ 150.00	N/A	\$ 150.00
Fire and Rescue	Corporate Memberships	Fire Marshal's Public Fire Safety Council	\$ 100.00	N/A	\$ 100.00
Fire and Rescue	Corporate Memberships	Wellington County Fire Chiefs Association	\$ 250.00	N/A	\$ 250.00
Fire and Rescue	Corporate Memberships	Wellington Dufferin Mutual Aid Membership	\$ 1,000.00	N/A	\$ 1,000.00
Fire and Rescue	Corporate Memberships	Wellington Dufferin Fire Prevention	\$ 150.00	N/A	\$ 150.00
PCC	Corporate Memberships	Parks and Recreation of Ontario	\$ 1,050.00	\$ 250.00	\$ -
PCC	Corporate Memberships	Taste Real - County of Wellington	\$ 500.00	N/A	\$ 500.00
Planning	Corporate Memberships	Ontario Association of Committee of Adjustment	\$ 150.00	N/A	\$ 150.00
Public Works	Director, Public Works and Parks	Ontario Association of Certified Technicians and Technologists – <i>only applicable if the employee has a C.Tech. or C.E.T. designation</i>	N/A	\$ 250.00	\$ -

**Memberships and Associations Budget**

**Schedule H to Report FIN-2018-001**

<b>Department</b>	<b>Position</b>	<b>Membership and/or Association</b>	<b>Corporate Fee</b>	<b>Individual Fee</b>	<b>Budget</b>
Public Works	Director, Public Works and Parks	Association of Ontario Road Supervisors – <i>only applicable if the employee has a CRS designation</i>	N/A	\$ 200.00	\$ 200.00
Public Works	Director, Public Works and Parks	County of Wellington Road Supervisors Association	N/A	\$ 200.00	\$ 200.00
Public Works	Public Works Foreman	Association of Ontario Road Supervisors – <i>only applicable if the employee has a CRS designation</i>	N/A	\$ 200.00	\$ 200.00
Public Works	Public Works Foreman	County of Wellington Road Supervisors Association	N/A	\$ 200.00	\$ 200.00

**Directly from Expense Policy:**

**Clause 1.1.** The Township will provide membership and association fees for those organizations and professional associations that generate important and current technical and professional information to the department and the Township.

**Clause 1.2.** The Township will pay for professional membership and association fees for employees who are required to carry a designation in order to perform their duties and responsibilities. Requirements must be included and detailed in the employee’s job description. A budget itemizing the memberships and associations paid by the Township for each department shall be included in the annual budget.

**Clause 1.3.** If the professional membership and association fee is not related to the employee’s current position at the Township and not detailed in the job description, the employee is responsible for the full cost.

**Uniforms and Special Clothing Budget**

Department	Account	Position	Uniform Item	# of items	Cost per Item	Cost
Building		Chief Building Official	Safety Boots	1	\$ 175.00	\$ 175
Building		Chief Building Official	Inspection Shirts	Unknown	Unknown	\$ 85
Building		Inspectors (2)	Inspection Shirts	Unknown	Unknown	\$ 170
Building		Chief Building Official and Inspectors (2)	Gloves, Hardhat(s)	Unknown	Unknown	\$ 200
Fire and Rescue		All Staff	Sweaters	43	\$ 90.00	\$ 3,870
Fire and Rescue			Firefighting Boots	6	\$ 470.00	\$ 2,820
Fire and Rescue			Dress Uniforms	6	\$ 418.00	\$ 2,508
Fire and Rescue		All Staff	Gear cleaning and inspection	43	\$ 50.00	\$ 2,150
Fire and Rescue			Additional Uniform and Gear items as required			\$ 5,202
Public Works		Director of Public Works	Safety Boots	Clothing/Safety Allowance		\$ 175
Taxable Benefit	01-0030-4000	Director of Public Works	Clothing	Clothing/Safety Allowance		\$ 225
Public Works		Facilities and Parks Foreman	Safety Boots	Clothing/Safety Allowance		\$ 175
Taxable Benefit	01-0030-4000	Facilities and Parks Foreman	Clothing	Clothing/Safety Allowance		\$ 225
Public Works		Heavy Equipment Operator	Safety Boots	Clothing/Safety Allowance		\$ 175
Taxable Benefit	01-0030-4000	Heavy Equipment Operator	Clothing	Clothing/Safety Allowance		\$ 225
Public Works		Equipment Operator	Safety Boots	Clothing/Safety Allowance		\$ 175
Taxable Benefit	01-0030-4000	Equipment Operator	Clothing	Clothing/Safety Allowance		\$ 225
Public Works		Public Works Foreman	Safety Boots	Clothing/Safety Allowance		\$ 175
Taxable Benefit	01-0030-4000	Public Works Foreman	Clothing	Clothing/Safety Allowance		\$ 225
Public Works		Senior Groundskeeper	Safety Boots	Clothing/Safety Allowance		\$ 175
Taxable Benefit	01-0030-4000	Senior Groundskeeper	Clothing	Clothing/Safety Allowance		\$ 225
ORC		Facility Operator (FT)		Safety Shoe Allowance and Shirts		\$ 260
ORC		Facility Operators (PT) * 3		\$85 per shirt * 3 Employees		\$ 255

Safety requirements

**Directly from Expense Policy:**

**Clause 6.1. The Township will supply employees with distinctive clothing should that be required as part of carrying out their employment duties. The clothing shall incorporate the corporate approved logo. An employee that is supplied with Township clothing must wear this clothing at all times while on duty.**

**Clause 6.2. The Township will pay for the replacement of clothing on an as needed basis when approved by the Department Head as a result of the clothing being soiled or damaged beyond repair. A budget amount should be separately itemized and included in the annual budget of each department for the replacement of this type of clothing.**

**Clause 6.3 The following uniform and special clothing items shall be separately itemized and included in the annual budget of each department:**

**Public Works – Safety work shoes and clothing allowance of up to \$400 annually towards the cost of purchasing CSA certified footwear and other safety clothing for the full-time permanent staff in the Public Works department. These are reimbursable expenses (must be supported by original receipts). Any funds spent for the clothing allowance are treated as a taxable benefit. Personal protective equipment as required by the Ontario Health and Safety Act are available to all seasonal equipment operators and will be replaced as required.**

**Building - Safety work shoes allowance of up to \$175 annually towards the cost of purchasing CSA certified footwear for the full-time**

permanent staff who perform inspections in the Building department. These are reimbursable expenses (must be supported by original receipts). Staff who perform inspections are also provided with Township supplied shirts of up to \$85 per employee.

Optimist Recreation Centre - Safety work shoes allowance of up to \$175 annually towards the cost of purchasing CSA certified footwear for the full-time permanent staff in the Optimist Recreation Centre. These are reimbursable expenses (must be supported by original receipts). All permanent full-time and part-time employees are also provided with Township supplied shirts of up to \$85 per employee. Parka jackets are available to all Optimist Recreation Centre employees and will be replaced as required.

Fire and Rescue Services (excluding dress uniforms) – Township supplied shirts, pants/shorts, t-shirts, sweaters, baseball cap of up to \$90 annually per employee.

Fire and Rescue Services (dress uniforms) – Township supplied dress uniforms of up to \$418 per employee. One dress uniform is issued after three years of service to each employee in Fire and Rescue Services excluding Auxiliary Firefighters and the Administrative Assistant.

2014 Capital Plan Summary

Project Cost Service	Department	Capital Project	Reserve Contribution	Funding Type Discretionary_Reserves	Grand Total
General Government					
	Corporate				
		IT Software Upgrade	No	\$99,268	\$99,268
<b>Grand Total</b>				<b>\$99,268</b>	<b>\$99,268</b>

2016 Capital Plan Summary

Project Cost Service	Department	Capital Project	Reserve Contribution	Funding Type		Grand Total
				Grant	Discretionary_Reserves	
General Government						
	Corporate					
		Destination Marketing/Branding (Logo)	No	\$7,500	\$7,500	\$15,000
<b>Grand Total</b>				<b>\$7,500</b>	<b>\$7,500</b>	<b>\$15,000</b>

2017 Capital Plan Summary

Project Cost				Funding Type				
Service	Department	Capital Project	Reserve Contribution	Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
General Government								
	Corporate							
		Municipal Drinking Water Well System - Feasibility Study	No	\$56,250	\$10,313	\$10,617	\$17,120	<b>\$94,300</b>
<b>Grand Total</b>				<b>\$56,250</b>	<b>\$10,313</b>	<b>\$10,617</b>	<b>\$17,120</b>	<b>\$94,300</b>

2018 Capital Plan Summary

Project Cost			Funding Type				Grand Total
Service	Department Capital Project	Reserve Contribution	Grant	Levy	Discretionary_Reserves	Restricted_Reserves	
<b>Building</b>							
	Building						
	Tablet	No			\$9,000		\$9,000
<b>Fire and Rescue</b>							
	Fire and Rescue						
	Structural Firefighter Ensemble	No		\$15,105			\$15,105
	Fire Equip.	Yes		\$0			\$0
	Fire Vehicle Replac.	Yes		\$0			\$0
	Truck Cap Enclosure and Cargo Sliding Truck Bed	No				\$4,859	\$4,859
	New Storage Cabinetry Set and additional Firefighter Gear Racks	No			\$4,611		\$4,611
<b>General Government</b>							
	Corporate						
	Computer Equipment	No		\$15,000			\$15,000
	Municipal Drinking Water Well System - Feasibility Study	No		\$5,000			\$5,000
	Corp. IT Software	Yes		\$0			\$0
	Corp. IT Hardware	Yes		\$0			\$0
	Municipal Class Environmental Assessment - Municipal Water and Wastewater	No	\$262,500	\$87,500			\$350,000
	Finance						
	Asset Management Plan Revamp	No	\$50,000	\$8,000			\$58,000



2018 Capital Plan Summary

Project Cost			Funding Type	Levy	Discretionary Reserves	Restricted Reserves	Grand Total
Service	Department Capital Project	Reserve Contribution	Grant				
	<b>Municipal Office</b>						
	Corp. Office Repairs	Yes		\$0			\$0
	Corp. Accessibility	Yes		\$0			\$0
	Meeting Room and New Flooring	No			\$10,000		\$10,000
	Roof Painting	No			\$17,500		\$17,500
	<b>Parks and Recreation</b>						
	<b>ORC</b>						
	ORC Equip.	Yes		\$0			\$0
	ORC Fac. Improv.	Yes		\$0			\$0
	<b>Parks</b>						
	Kabota Lawnmower	No	\$5,000		\$25,000		\$30,000
	Parks Infrastr.	Yes		\$0			\$0
	Parks Equip.	Yes		\$0			\$0
	Painting of Shed Roof & Sides	No			\$10,000		\$10,000
	<b>PCC</b>						
	PCC Equip.	Yes		\$0			\$0
	PCC Fac. Improv.	Yes		\$0			\$0
	Roof Painting	No			\$11,000		\$11,000
	<b>Public Works</b>						
	<b>Public Works</b>						
	Bridge and Culvert Inspections	No		\$7,500			\$7,500
	Concession 4- 35 to Sideroad 10	No		\$130,000	\$100,000		\$230,000
	Forestell Rd- 32 to Roszell Rd	No		\$145,000			\$145,000

**2018 Capital Plan Summary**

Project Cost							
Service	Department Capital Project	Reserve Contribution	Funding Type Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
	Victoria Rd (Aberfoyle Pit 2 to County Road 36)	No	\$107,836	\$47,744		\$289,420	<b>\$445,000</b>
	Public Works Replace. and Restorat.	Yes		\$0			<b>\$0</b>
	Public Works Equip.	Yes		\$0			<b>\$0</b>
	Forestell Rd- 35 to Sideroad 10 North	No		\$230,000			<b>\$230,000</b>
<b>Grand Total</b>			<b>\$425,336</b>	<b>\$690,849</b>	<b>\$187,111</b>	<b>\$294,279</b>	<b>\$1,597,575</b>

**2019 Capital Plan Summary**

Project Cost				Funding				
Service	Department	Capital Project	Reserve Contribution	Type Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
<b>Fire and Rescue</b>								
	Fire and Rescue							
		Pump 31 Body Work and Paint Job	No			\$9,813		\$9,813
		SCBA Cylinders	No			\$6,000		\$6,000
		Structural Firefighter Ensemble	No		\$5,682			\$5,682
		Satellite Station Building	No		\$100,000		\$275,000	\$375,000
		Thermal Imaging Camera	No			\$10,300		\$10,300
		Fire Equip.	Yes		\$10,000			\$10,000
		Fire Vehicle Replac.	Yes		\$50,000			\$50,000
<b>General Government</b>								
	Corporate							
		Computer Equipment	No		\$10,000			\$10,000
		Server	No			\$25,000		\$25,000
		Corp. IT Software	Yes		\$5,000			\$5,000
		Corp. IT Hardware	Yes		\$2,500			\$2,500
	Finance							
		2019 Development Charges Background Study	No		\$1,550		\$13,950	\$15,500
	Municipal Office							
		Air Balancing Study & Recommission HVAC	No		\$8,400	\$2,100		\$10,500
		Heat Recovery Unit in Municipal Offices	No		\$4,000	\$1,000		\$5,000
		Corp. Office Repairs	Yes		\$25,000			\$25,000
		Corp. Accessibility	Yes		\$5,000			\$5,000
		New Flooring - Council Chambers and Clerks Areas	No		\$10,000			\$10,000
<b>Parks and Recreation</b>								
	ORC							
		ORC Equip.	Yes		\$5,000			\$5,000
		ORC Fac. Improv.	Yes		\$10,000			\$10,000
	Parks							
		Parks Infrastr.	Yes		\$25,000			\$25,000
		Parks Equip.	Yes		\$5,000			\$5,000
	PCC							
		Exterior Hall Lighting	No		\$5,000			\$5,000

2019 Capital Plan Summary

Project Cost				Funding					
Service	Department	Capital Project	Reserve Contribution	Type Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total	
		PCC Equip.	Yes		\$5,000			\$5,000	
		PCC Fac. Improv.	Yes		\$10,000			\$10,000	
<b>Public Works</b>									
	Public Works								
		Aberfoyle Sidewalks	No	\$10,000	\$90,000			\$100,000	
		Bridge and Culvert Inspections	No		\$7,500			\$7,500	
		Concession 1 -35 to Sideroad 20	No		\$253,000			\$253,000	
		Concession 2- Sideroad 10 to 32	No		\$233,400			\$233,400	
		Traffic Calming - Streetscaping Morriston - Phase 2	No		\$84,400		\$15,600	\$100,000	
		Victoria Rd (Aberfoyle Pit 2 to County Road 36)	No	\$169,421			\$245,579	\$415,000	
		Public Works Replace. and Restorat.	Yes		\$25,000			\$25,000	
		Public Works Equip.	Yes		\$50,000			\$50,000	
		Single Axle Dump Truck- 304	No			\$250,000		\$250,000	
<b>Grand Total</b>					<b>\$179,421</b>	<b>\$1,045,432</b>	<b>\$304,213</b>	<b>\$550,129</b>	<b>\$2,079,195</b>

2020 Capital  
Plan Summary

Project Cost Service	Department	Capital Project	Reserve Contribution	Funding Type			Grand Total
				Grant	Levy	Discretionary_Reserve	
<b>Building</b>							
	Building						
		Septic Inspections	No			\$6,000	\$6,000
<b>Fire and Rescue</b>							
	Fire and Rescue						
		Rescue 35 Truck	No			\$360,000	\$360,000
		SCBA Cylinders	No			\$12,000	\$12,000
		Structural Firefighter Ensemble	No		\$0		\$0
		Satellite Station Building	No		\$690,000		\$690,000
		Satellite Station Equipment	No		\$51,750		\$51,750
		Extrication Equipment	No			\$52,500	\$52,500
		Watercraft	No			\$6,000	\$6,000
		Self Contained Breathing Apparatus	No			\$144,550	\$144,550
		Fire Equip.	Yes		\$10,000		\$10,000
		Fire Vehicle Replac.	Yes		\$50,000		\$50,000
<b>General Government</b>							
	Corporate						
		Computer Equipment	No		\$10,000		\$10,000
		Corp. IT Software	Yes		\$5,000		\$5,000
		Corp. IT Hardware	Yes		\$2,500		\$2,500
		Microsoft Office License Upgrades	No			\$15,000	\$15,000
	Municipal Office						
		Arc Flash Study	No		\$6,000	\$1,500	\$7,500
		Replacement of John Wood Electric 48 USG Hot Water Tank	No		\$4,000	\$1,000	\$5,000
		Corp. Office Repairs	Yes		\$25,000		\$25,000
		Corp. Accessibility	Yes		\$5,000		\$5,000
<b>Parks and Recreation</b>							

**2020 Capital  
Plan Summary**

Project Cost Service	Department	Capital Project	Reserve Contribution	Funding Type			Discretionary_Reserve	Restricted_Reserves	Grand Total
				Grant	Levy				
	<b>ORC</b>								
		ORC Equip.	Yes		\$5,000				\$5,000
		ORC Fac. Improv.	Yes		\$10,000				\$10,000
	<b>Parks</b>								
		Consistent Signage Design	No		\$10,000				\$10,000
		Parks Infrastr.	Yes		\$25,000				\$25,000
		Parks Equip.	Yes		\$5,000				\$5,000
		Pickup Truck - Trsfr from Public Works	No				\$0		\$0
	<b>PCC</b>								
		Arc Flash Study	No		\$5,000				\$5,000
		Kitchen Renovation	No	\$10,000			\$90,000		\$100,000
		PCC Equip.	Yes		\$5,000				\$5,000
		PCC Fac. Improv.	Yes		\$10,000				\$10,000
	<b>Public Works</b>								
	<b>Public Works</b>								
		Backhoe	No				\$125,000		\$125,000
		Bridge and Culvert Inspections	No		\$7,500				\$7,500
		Concession 2- 2A to Sideroad 20	No		\$218,289		\$301,011		\$519,300
		Concession 7- McLean Rd to Concession 2A	No	\$168,923	\$39,977				\$208,900
		Tandem Dump Truck- 302	No				\$250,000		\$250,000
		Concession 2A - Concession 2 to Concession 7	No		\$102,500				\$102,500
		Leslie Rd West - Watson Rd South to Mountsberg	No		\$20,000				\$20,000
		Public Works Replace. and Restorat.	Yes		\$25,000				\$25,000
		Public Works Equip.	Yes		\$50,000				\$50,000
		Dump Truck - 1 Ton - 305	No				\$100,000		\$100,000
		Pickup Truck- Director - 1/2 Ton	No				\$35,000		\$35,000
<b>Grand Total</b>					<b>\$178,923</b>	<b>\$1,397,516</b>	<b>\$1,198,550</b>	<b>\$301,011</b>	<b>\$3,076,000</b>

2021 Capital Plan Summary

Project Cost				Funding				
Service	Department	Capital Project	Reserve Contribution	Type Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
<b>Building</b>								
	Building							
		Septic Inspections	No			\$6,000		\$6,000
<b>Fire and Rescue</b>								
	Fire and Rescue							
		SCBA Cylinders	No			\$4,500		\$4,500
		Structural Firefighter Ensemble	No		\$11,824			\$11,824
		Fire Equip.	Yes		\$10,000			\$10,000
		Fire Vehicle Replac.	Yes		\$50,000			\$50,000
<b>General Government</b>								
	Corporate							
		Computer Equipment	No		\$10,000			\$10,000
		Pay Equity Study	No		\$13,500	\$1,500		\$15,000
		Corp. IT Software	Yes		\$5,000			\$5,000
		Corp. IT Hardware	Yes		\$2,500			\$2,500
	Municipal Office							
		Power Distribution Equipment (feeder)	No		\$16,000	\$4,000		\$20,000
		Corp. Office Repairs	Yes		\$25,000			\$25,000
		Corp. Accessibility	Yes		\$5,000			\$5,000
<b>Parks and Recreation</b>								
	ORC							
		ORC Equip.	Yes		\$10,000			\$10,000
		ORC Fac. Improv.	Yes		\$10,000			\$10,000
	Parks							
		Parks Infrastr.	Yes		\$25,000			\$25,000
		Parks Equip.	Yes		\$5,000			\$5,000
		Phase 1 of Parks Master Plan	No	\$881,120	\$249,449	\$50,000	\$175,000	\$1,355,569

2021 Capital Plan Summary

Project Cost				Funding Type	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total	
Service	Department	Capital Project	Reserve Contribution	Grant					
	PCC								
		PCC Equip.	Yes		\$5,000			\$5,000	
		PCC Fac. Improv.	Yes		\$10,000			\$10,000	
Public Works									
	Public Works								
		Bridge and Culvert Inspections	No		\$7,500			\$7,500	
		Bridlepath	No	\$168,923	\$109,597		\$51,480	\$330,000	
		Tandem Dump Truck- 301	No			\$250,000		\$250,000	
		Traffic Count Study	No		\$10,000		\$15,000	\$25,000	
		Fox Run Dr to County Rd 46	No		\$63,000			\$63,000	
		Leslie Rd West - Watson Rd South to N	No		\$80,000		\$220,000	\$300,000	
		Public Works Replace. and Restorat.	Yes		\$25,000			\$25,000	
		Public Works Equip.	Yes		\$50,000			\$50,000	
		Carroll Pond & Lesic Jassal Municipal D	No		\$16,000			\$16,000	
		Little's Bridge - 0003	No		\$25,000			\$25,000	
<b>Grand Total</b>					<b>\$1,050,043</b>	<b>\$849,370</b>	<b>\$316,000</b>	<b>\$461,480</b>	<b>\$2,676,893</b>



2022 Capital Plan Summary

Project Cost				Funding				
Service	Department	Capital Project	Reserve Contribution	Type Grant	Levy	Discretion ary_Reser ves	Restricted_R eserves	Grand Total
Fire and Rescue								
	Fire and Rescue							
		SCBA Cylinders	No			\$19,500		\$19,500
		Structural Firefighter Ensemble	No		\$12,060			\$12,060
		Fire Equip.	Yes		\$10,000			\$10,000
		Fire Vehicle Replac.	Yes		\$50,000			\$50,000
General Government								
	Corporate							
		Computer Equipment	No		\$10,000			\$10,000
		Corp. IT Software	Yes		\$5,000			\$5,000
		Corp. IT Hardware	Yes		\$2,500			\$2,500
	Municipal Office							
		Furnace, Condenser Units, HVAC distribut	No		\$24,000	\$6,000		\$30,000
		Corp. Office Repairs	Yes		\$25,000			\$25,000
		Corp. Accessibility	Yes		\$5,000			\$5,000
Parks and Recreation								
	ORC							
		ORC Equip.	Yes		\$10,000			\$10,000
		ORC Fac. Improv.	Yes		\$10,000			\$10,000
	Parks							
		Parking Lot & Associated Enhancements (No		\$61,000		\$239,000		\$300,000
		Parks Infrastr.	Yes		\$25,000			\$25,000
		Parks Equip.	Yes		\$5,000			\$5,000
		Phase 2 of Parks Master Plan	No	\$578,477	\$186,103	\$50,000	\$60,000	\$874,580
	PCC							
		PCC Equip.	Yes		\$5,000			\$5,000
		PCC Fac. Improv.	Yes		\$10,000			\$10,000

2022 Capital Plan Summary

Project Cost				Funding					
Service	Department	Capital Project	Reserve Contribution	Type Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total	
Public Works									
	Public Works								
		Bridge and Culvert Inspections	No		\$7,500			\$7,500	
		Grader- 501	No			\$350,000		\$350,000	
		Watson Rd- 36 to Leslie Rd	No		\$105,000		\$110,000	\$215,000	
		Watson Rd - Leslie Rd to 4057 Watson Rd	No		\$17,400		\$110,000	\$127,400	
		Public Works Replace. and Restorat.	Yes		\$25,000			\$25,000	
		Public Works Equip.	Yes		\$50,000			\$50,000	
		Gilmour Culvert- 2009	No		\$84,400		\$15,600	\$100,000	
		Little's Bridge - 0003	No	\$168,923	\$253,077		\$78,000	\$500,000	
<b>Grand Total</b>					<b>\$808,400</b>	<b>\$937,040</b>	<b>\$664,500</b>	<b>\$373,600</b>	<b>\$2,783,540</b>

**2023 Capital Plan Summary**

Project Cost				Funding Type	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
Service	Department	Capital Project	Reserve Contribution	Grant				
<b>Building</b>								
	Building							
		Tablet	No			\$9,000		\$9,000
<b>Fire and Rescue</b>								
	Fire and Rescue							
		SCBA Cylinders	No			\$9,000		\$9,000
		Structural Firefighter Ensemble	No		\$15,380			\$15,380
		Fire Equip.	Yes		\$10,000			\$10,000
		Fire Vehicle Replac.	Yes		\$50,000			\$50,000
<b>General Government</b>								
	Corporate							
		Computer Equipment	No		\$10,000			\$10,000
		Corp. IT Software	Yes		\$5,000			\$5,000
		Corp. IT Hardware	Yes		\$2,500			\$2,500
	Finance							
		Asset Management Plan and Policy Updates	No		\$10,000			\$10,000
	Municipal Office							
		Office renovation/expansion including accessibility	No	\$10,000	\$105,500	\$115,500		\$231,000
		Corp. Office Repairs	Yes		\$25,000			\$25,000
		Corp. Accessibility	Yes		\$5,000			\$5,000
<b>Parks and Recreation</b>								
	ORC							
		ORC Equip.	Yes		\$5,000			\$5,000
		ORC Fac. Improv.	Yes		\$10,000			\$10,000
	Parks							
		Parks Infrastr.	Yes		\$25,000			\$25,000
		Parks Equip.	Yes		\$5,000			\$5,000

2023 Capital Plan Summary

Project Cost				Funding Type	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total	
Service	Department	Capital Project	Reserve Contribution	Grant					
	PCC								
		PCC Equip.	Yes		\$5,000			\$5,000	
		PCC Fac. Improv.	Yes		\$10,000			\$10,000	
Public Works									
	Public Works								
		Bridge and Culvert Inspections	No		\$7,500			\$7,500	
		Concession 4- Sideroad 10 to 32	No		\$230,000		\$220,000	\$450,000	
		Maple Leaf Lane	No		\$38,655		\$7,145	\$45,800	
		Mason Crt	No		\$32,156		\$5,944	\$38,100	
		McLean Rd E and Winer Rd	No	\$168,923	\$139,137		\$56,940	\$365,000	
		Single Axle Dump Truck-303	No			\$225,000		\$225,000	
		Transportation Master Plan	No		\$10,000		\$15,000	\$25,000	
		Public Works Replace. and Restorat.	Yes		\$25,000			\$25,000	
		Public Works Equip.	Yes		\$50,000			\$50,000	
		Moyer's Bridge - 0004	No		\$25,000			\$25,000	
<b>Grand Total</b>					<b>\$178,923</b>	<b>\$855,829</b>	<b>\$358,500</b>	<b>\$305,028</b>	<b>\$1,698,280</b>

2024 Capital Plan Summary

Project Cost			Funding Type	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
Service	Department	Capital Project	Reserve Contribution	Grant			
<b>Building</b>							
	Building						
		Pickup Truck - Mid-Size	No		\$33,000		\$33,000
<b>Fire and Rescue</b>							
	Fire and Rescue						
		Structural Firefighter Ensemble	No		\$15,685		\$15,685
		Pickup Truck - Mid-Size	No			\$23,050	\$23,050
		Fire Equip.	Yes		\$10,000		\$10,000
		Fire Vehicle Replac.	Yes		\$50,000		\$50,000
<b>General Government</b>							
	Corporate						
		Computer Equipment	No		\$10,000		\$10,000
		Server	No			\$25,000	\$25,000
		Corp. IT Software	Yes		\$5,000		\$5,000
		Corp. IT Hardware	Yes		\$2,500		\$2,500
	Finance						
		2024 Development Charges Background Study	No		\$1,550	\$13,950	\$15,500
	Municipal Office						
		Window and Door Replacement Program	No		\$80,000	\$20,000	\$100,000
		Office renovation/expansion including accessibility	No	\$10,000	\$105,500	\$115,500	\$231,000
		Gas Fired Infra-Red Heaters in Public Works Area	No		\$5,400	\$600	\$6,000
		UV Pure Water Treatment System	No		\$8,000	\$2,000	\$10,000
		Metal Roofing Panels	No		\$100,000	\$25,000	\$125,000
		Corp. Office Repairs	Yes		\$25,000		\$25,000
		Corp. Accessibility	Yes		\$5,000		\$5,000
		Exterior Panel/Siding Painting	No		\$20,000	\$5,000	\$25,000
<b>Parks and Recreation</b>							
	ORC						

2024 Capital Plan Summary

Project Cost				Funding Type		Discretionary Reserves		Grand Total
Service	Department	Capital Project	Reserve Contribution	Grant	Levy	Discretionary Reserves	Restricted Reserves	Grand Total
		ORC Equip.	Yes		\$10,000			\$10,000
		ORC Fac. Improv.	Yes		\$10,000			\$10,000
	Parks							
		Parks Infrastr.	Yes		\$25,000			\$25,000
		Parks Equip.	Yes		\$5,000			\$5,000
	PCC							
		Replacement of Sanitary Pumps and Control System	No		\$5,000			\$5,000
		Replacement of UV Pure Water Treatment System	No		\$7,500			\$7,500
		PCC Equip.	Yes		\$5,000			\$5,000
		PCC Fac. Improv.	Yes		\$10,000			\$10,000
	Public Works							
		Bridge and Culvert Inspections	No		\$7,500			\$7,500
		Concession 4- Hwy 6 to 35	No		\$170,000		\$220,000	\$390,000
		Public Works Replace. and Restorat.	Yes		\$25,000			\$25,000
		Public Works Equip.	Yes		\$50,000			\$50,000
		Gilmour Culvert- 2009	No	\$168,923	\$253,077		\$78,000	\$500,000
		Moyer's Bridge - 0004	No		\$500,000			\$500,000
<b>Grand Total</b>					<b>\$178,923</b>	<b>\$1,526,712</b>	<b>\$249,150</b>	<b>\$311,950</b>
								<b>\$2,266,735</b>

2025 Capital Plan Summary

Project Cost			Funding Type					
Service	Department	Capital Project	Reserve Contribution	Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
<b>Building</b>								
	Building							
		Septic Inspections	No			\$6,000		\$6,000
<b>Fire and Rescue</b>								
	Fire and Rescue							
		Defibrillators	No		\$6,000	\$15,000		\$21,000
		Fire Master Plan	No		\$17,600		\$26,400	\$44,000
		Pump 31 Truck	No			\$468,000		\$468,000
		SCBA Cylinders	No			\$7,500		\$7,500
		Structural Firefighter Ensemble	No		\$19,200			\$19,200
		Fire Equip.	Yes		\$10,000			\$10,000
		Fire Vehicle Replac.	Yes		\$50,000			\$50,000
<b>General Government</b>								
	Corporate							
		Community Based Strategic Plan	No		\$16,500		\$13,500	\$30,000
		Computer Equipment	No		\$10,000			\$10,000
		Corp. IT Software	Yes		\$5,000			\$5,000
		Corp. IT Hardware	Yes		\$2,500			\$2,500
	Municipal Office							
		Office renovation/expansion including accessibility	No	\$10,000	\$105,500	\$115,500		\$231,000
		Corp. Office Repairs	Yes		\$25,000			\$25,000
		Corp. Accessibility	Yes		\$5,000			\$5,000
<b>Parks and Recreation</b>								
	ORC							
		ORC Equip.	Yes		\$10,000			\$10,000
		ORC Fac. Improv.	Yes		\$10,000			\$10,000
	Parks							
		Parks Infrastr.	Yes		\$25,000			\$25,000

2025 Capital Plan Summary

Project Cost			Funding Type					
Service	Department	Capital Project	Reserve Contribution	Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
		Parks Equip.	Yes		\$5,000			\$5,000
		Pickup Truck - Trsf from Public Works	No			\$0		\$0
	PCC							
		Recreation and Parks Master Plan	No		\$23,000		\$27,000	\$50,000
		PCC Equip.	Yes		\$5,000			\$5,000
		PCC Fac. Improv.	Yes		\$10,000			\$10,000
	Public Works							
		Bridge and Culvert Inspections	No		\$7,500			\$7,500
		Church and Victoria Street	No		\$50,000			\$50,000
		Gore Road - Valens Road to Concession 7	No		\$227,880		\$42,120	\$270,000
		Watson Rd - Wellington Road 34 to Wellington Road 36	No	\$168,923	\$331,077			\$500,000
		Watson Rd- Maltby to Arkell	No		\$185,120		\$294,880	\$480,000
		Public Works Replace. and Restorat.	Yes		\$25,000			\$25,000
		Public Works Equip.	Yes		\$50,000			\$50,000
		Pickup truck-Staff - 3/4 Ton	No			\$52,000		\$52,000
		Pickup Truck- Director - 1/2 Ton	No			\$35,000		\$35,000
<b>Grand Total</b>				<b>\$178,923</b>	<b>\$1,236,877</b>	<b>\$699,000</b>	<b>\$403,900</b>	<b>\$2,518,700</b>



2026 Capital Plan Summary

Project Cost			Funding Type				Grand Total	
Service	Department	Capital Project	Reserve Contribution	Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
<b>Building</b>								
	Building							
		Septic Inspections	No			\$6,000		\$6,000
<b>Fire and Rescue</b>								
	Fire and Rescue							
		SCBA Cylinders	No			\$4,500		\$4,500
		Structural Firefighter Ensemble	No		\$10,712			\$10,712
		Portable Pump	No			\$15,000		\$15,000
		Fire Equip.	Yes		\$10,000			\$10,000
		Fire Vehicle Replac.	Yes		\$50,000			\$50,000
<b>General Government</b>								
	Corporate							
		Computer Equipment	No		\$10,000			\$10,000
		Corp. IT Software	Yes		\$5,000			\$5,000
		Corp. IT Hardware	Yes		\$2,500			\$2,500
	Municipal Office							
		Office renovation/expansion including accessibility	No	\$10,000	\$140,150	\$80,850		\$231,000
		Corp. Office Repairs	Yes		\$25,000			\$25,000
		Corp. Accessibility	Yes		\$5,000			\$5,000
<b>Parks and Recreation</b>								
	ORC							
		Floor Scrubber	No			\$8,000		\$8,000
		ORC Equip.	Yes		\$5,000			\$5,000
		ORC Fac. Improv.	Yes		\$10,000			\$10,000
	Parks							
		Improvements to Tennis Courts	No			\$10,000		\$10,000
		Playground area at Boreham Park	No	\$10,000		\$85,000	\$5,000	\$100,000
		Parks Infrastr.	Yes		\$25,000			\$25,000
		Parks Equip.	Yes		\$5,000			\$5,000
	PCC							

2026 Capital Plan Summary

Project Cost			Funding Type				Grand Total	
Service	Department	Capital Project	Reserve Contribution	Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
		Rebalancing of HVAC system	No		\$5,000			\$5,000
		Replacement of Rheem Hot Water Tank	No		\$5,000			\$5,000
		PCC Equip.	Yes		\$5,000			\$5,000
		PCC Fac. Improv.	Yes		\$10,000			\$10,000
<b>Public Works</b>								
	Public Works							
		Bridge and Culvert Inspections	No		\$7,500			\$7,500
		Concession 1- Sideroad 10 to Wellington Rd 35	No	\$168,923	\$86,077			\$255,000
		Gore Rd-Sideroad 20 to Valens Rd	No		\$145,000		\$220,000	\$365,000
		Leslie Rd West- Victoria Rd South to East limit	No		\$544,380		\$100,620	\$645,000
		Public Works Replace. and Restorat.	Yes		\$25,000			\$25,000
		Public Works Equip.	Yes		\$50,000			\$50,000
		Carroll Pond & Lesic Jassal Municipal Drain - Sediment Survey on Cells	No		\$7,000			\$7,000
<b>Grand Total</b>				<b>\$188,923</b>	<b>\$1,193,319</b>	<b>\$209,350</b>	<b>\$325,620</b>	<b>\$1,917,212</b>

2027 Capital Plan Summary

Project Cost			Funding Type					
Service	Department	Capital Project	Reserve Contribution	Grant	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
Fire and Rescue								
	Fire and Rescue							
		SCBA Cylinders	No			\$0		\$0
		Structural Firefighter Ensemble	No		\$13,655			\$13,655
		Fire Equip.	Yes		\$10,000			\$10,000
		Fire Vehicle Replac.	Yes		\$50,000			\$50,000
General Government								
	Corporate							
		Computer Equipment	No		\$10,000			\$10,000
		Corp. IT Software	Yes		\$5,000			\$5,000
		Corp. IT Hardware	Yes		\$2,500			\$2,500
	Municipal Office							
		Office renovation/expansion including accessibility	No	\$10,000	\$140,150	\$80,850		\$231,000
		Corp. Office Repairs	Yes		\$25,000			\$25,000
		Corp. Accessibility	Yes		\$5,000			\$5,000
Parks and Recreation								
	ORC							
		ORC Equip.	Yes		\$5,000			\$5,000
		ORC Fac. Improv.	Yes		\$10,000			\$10,000
	Parks							
		Parks Infrastr.	Yes		\$25,000			\$25,000
		Parks Equip.	Yes		\$5,000			\$5,000
	PCC							
		PCC Equip.	Yes		\$5,000			\$5,000
		PCC Fac. Improv.	Yes		\$10,000			\$10,000
Public Works								
	Public Works							
		Bridge and Culvert Inspections	No		\$7,500			\$7,500
		Public Works Replac. and Restorat.	Yes		\$25,000			\$25,000
		Public Works Equip.	Yes		\$50,000			\$50,000

2027 Capital Plan Summary

Project Cost				Funding Type	Levy	Discretionary_Reserves	Restricted_Reserves	Grand Total
Service	Department	Capital Project	Reserve Contribution	Grant				
		Carroll Pond & Lesic Jassal Municipal Drain - Based on results of Sediment Si	No		\$415,000			\$415,000
		Single Axle Dump Truck- 304	No			\$250,000		\$250,000
		Sideroad 20 North - Wellington Road 34 to Forestell Road	No		\$316,500		\$58,500	\$375,000
		Roszell Road - Townline Road to Forestell Road	No		\$67,500		\$220,000	\$287,500
		Maltby Road - Victoria Road to Watson Road	No	\$168,923	\$93,577			\$262,500
<b>Grand Total</b>					<b>\$178,923</b>	<b>\$1,296,382</b>	<b>\$330,850</b>	<b>\$2,084,655</b>

**TOWNSHIP OF PUSLINCH  
2018 CAPITAL BUDGET**

Department

**Building**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Tablet  
Type - New

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

To allow for out of office data entry regarding building permit inspections and activities. Currently inspection notes are hand written on site, then later transferred into Keystone upon returning to the office. The inspection notes are then emailed to the applicant or contractor upon request. A mobile tablet would allow for one-time entry of inspection notes on site. An email could then be sent immediately to the applicant/contractor providing status of the inspection rather than wait until all notes have been inputted into Keystone upon returning to the office.

**Please note that it is recommended that the tablet and truck stand have a 5 year lifecycle similar to the Township's replacement cycle for laptops and desktops.**

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Building department pickup truck

**4 - Project Description**

It is the vision of the building department to provide an updated, more efficient and more convenient experience for contractors, homeowners, and Township staff during the building process. A tablet and matching truck-stand will create a mobile work station, and allow for immediate notification to the contractor/applicant of inspection status. The goal is to move towards having applications, drawings and all other vital information to be accessible by Township inspectors anywhere within the Township through the use of a tablet. A tablet is a necessary step to transition from paper and allows for a more efficient way of recording inspection and property notes while out of office.

**5 - Capital Funding for 2018 Expenditures**

<b>Tax Levy</b>	
<b>Gas Tax Reserve Fund</b>	
<b>Aggregate Levy</b>	
<b>In Lieu of Parkland</b>	
<b>Building Surplus Reserve</b>	9,000

**Additional information related to DC's**

Project # and Description in DC

<b>DC Restricted Reserve</b> <span style="color: red; font-size: small;">Note A</span>		Year in DC Study	
<b>Other (grants)</b>		% of DC Funding allowed in DC	
<b>Total Funding</b>	<b>9,000</b>	Service Area in DC	

**6 - Capital Components, Costs, and Timing**

Please list proposed 2018 capital spending by quarter for cash flow purposes

Project Components	2018					Total 2018	2019	2020	2021	2022
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC						
Tablet		6,000				6,000				
Truck Stand		1,000				1,000				
Plan Package/Start up		1,000				1,000				
Contingency		1,000				1,000				
	-		-	-		<b>9,000</b>	-	-		-

Note B: The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	<b>2018</b>	<b>Annualized</b>	
<b>Incremental Revenues</b>			<b># PT Staff</b>
<b>Incremental Salary and Benefits</b>			
<b>Incremental Non-Salary Costs</b>	5,250		
<b>Total Incr. Exp./ (Rev.)</b>	<b>5,250</b>	-	

The incremental non-salary operating costs relate to the following:

- 1.) purchase of a data plan for the tablet which amounts to approximately \$250 per year.
- 2.) Estimate of Keystone hosting/licensing costs to host the data over Keystone's server - \$5,000 per year.

**TOWNSHIP OF PUSLINCH  
2018 CAPITAL BUDGET**

Department

Corporate

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Municipal Class Environmental Assessment (EA) for Municipal Water and Wastewater

Type - Schedule C Municipal Class Environmental Assessment

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

The Township's Community Based Strategic Plan dated April 2016 recommended preparing a water feasibility study including an economic impact report and incorporating the decisions made regarding the recommendations in the feasibility study in the Township's Capital Budget and Forecast. A Municipal Class EA for Municipal Water and Wastewater is the next step following a feasibility study. The completion of the EA is contingent on the results of the feasibility study.

Municipal servicing is a viable opportunity to support development and economic growth within the Township.

Projects for the construction of new water and/or sewage distribution, collection and treatment systems fall into the classification of Schedule C Municipal Class EA as these are projects which have the potential for a significant environmental impact and must complete the full planning and documentation procedures outlined in Phases 1 to 4 of the Class EA process (see description of phases below).

The Township would be required to complete a detailed Schedule C Municipal Class EA prior to proceeding with construction of any water or sewage servicing in order to ensure that environmental, social and economic impacts associated with the project are considered and mitigated.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

N/A

**4 - Project Description**

The Municipal Class EA document outlines the procedures to be followed to satisfy Class EA requirements for Municipal Water, Wastewater and Road projects. The process involves the following five phases:

- Phase 1 - Problem or Opportunity Definition;
- Phase 2 - Identification and Evaluation of Alternative Solutions to Determine a Preferred Solution;
- Phase 3 - Examination of Alternative Methods of Implementation of the Preferred Solution;
- Phase 4 - Documentation of the Class EA process in the form of an Environmental Study Report (ESR); and
- Phase 5 - Implementation and Monitoring.

Consultation with stakeholders is a significant component of the EA process in order to obtain stakeholder buy-in.

**5 - Capital Funding for 2018 Expenditures**

<b>Tax Levy</b>	87,500
<b>Gas Tax Reserve Fund</b>	
<b>Aggregate Levy</b>	
<b>In Lieu of Parkland</b>	
<b>Building Surplus Reserve</b>	
<b>DC Restricted Reserve</b> <span style="color: red;">Note A</span>	
<b>CWWF Grant</b>	262,500
<b>Total Funding</b>	<b>350,000</b>

**Additional information related to DC's**

Project # and Description in DC	
Year in DC Study	
% of DC Funding allowed in DC	
Service Area in DC	

**6 - Capital Components, Costs, and Timing**

Please list proposed 2018 capital spending by quarter for cash flow purposes

Project Components	2018					2019	2020	2021	2022
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2018				
Municipal Class EA			175,000	175,000	350,000				
					-				



					-				
					-				
	-		175,000	175,000	350,000	-	-		-
<p><b>Note B:</b> The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.</p>									

**7 - Incremental Operating Budget Impact**

	2018	Annualized	# PT Staff
Incremental Revenues			
Incremental Salary and Benefits			
Incremental Non-Salary Costs			
Total Incr. Exp./ (Rev.)	-	-	

**TOWNSHIP OF PUSLINCH  
2018 CAPITAL BUDGET**

Department

Corporate

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Computer Equipment

Type - Replacement of Laptops and Desktops

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

5 year replacement cycle for laptops and desktops.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Township Office

**4 - Project Description**

6 computers will be replaced in 2017.

The following laptops are being replaced: NB-2013-03, NB-2013-04, and NB-2013-07

The following workstation is being replaced by a laptop: WS-2013-07. A docking station is being purchased for it.

Workstation WS-2013-05 is being replaced

Laptop NB-2013-03 is also being replaced due to several computer issues

An additional \$5,000 is budgeted in 2018 for the replacement of Council laptops for the new term of Council, as required.

**5 - Capital Funding for 2018 Expenditures**

Tax Levy	15,000		
Gas Tax Reserve Fund			
Aggregate Levy			
In Lieu of Parkland			
Working Reserve			
DC Reserve Fund <span style="color: red;">Note A</span>			
Other (grants)			
<b>Total Funding</b>	<b>15,000</b>		

Additional information related to DC's	
Project # and Description in DC	
Year in DC Study	
% of DC Funding allowed in DC	
Service Area in DC	

Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.

**6 - Capital Components, Costs, and Timing**

Please list proposed 2018 capital spending by quarter for cash flow purposes

Project Components	2018					2019	2020	2021	2022
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2018				
Replacement of laptops/desktops		15,000			15,000	10,000	10,000	10,000	10,000
					-				
					-				
					-				
<b>Total Cost</b>	-		-	-	<b>15,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

**Note B:** The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	2018	Annualized	# PT Staff
Incremental Revenues			
Incremental Salary and Benefits			
Incremental Non-Salary Costs			
<b>Total Incr. Exp./ (Rev.)</b>	-	-	

**TOWNSHIP OF PUSLINCH  
2018 CAPITAL BUDGET**

Department

Finance

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Asset Management Program – Phase 2

Project Type - Plan/Policy/Program

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

The previous AMP was completed in 2013 by GM BluePlan. The purpose of the proposed Municipal Asset Management Planning Regulation is to implement best practices throughout the municipal sector and provide a degree of consistency to support collaboration between municipalities, and among municipalities and the province. The goal of the regulation is to help municipalities more clearly identify what their infrastructure needs are, and therefore help them work towards a more sustainable position regarding the funding of their infrastructure. Outlined below are the phased in requirements of municipalities as it relates to Asset Management Planning which are based directly from the proposed regulation:

- 1.) Update the AMP at least every 5 years. The province proposes to collect two sets of AMP data from municipalities – Actuals Reporting, which would be reported to the province every year, and Projections Reporting, which would be reported to the province as the municipality obtains the relevant data at least every 5 years as AMP's are updated.
- 2.) The AMP would require approval in writing by a licensed engineering practitioner representing the municipality prior to being presented to Council for approval.
- 3.) Adoption of a Strategic Asset Management Policy by January 1, 2019 including review of the policy at least every five years. The purpose of the policy is to promote best practices and link asset management planning with budgeting, operations, maintenance and associated other municipal planning activities.
- 4.) Annual reporting on the implementation of the AMP including any factors affecting the ability of the municipality to meet its commitments set out in the AMP and policy; a strategy to address these factors; and progress on ongoing efforts to implement the AMP.
- 5.) A plain language explanation of the current levels of service for each category of infrastructure assets including an estimate of the capital expenditures (i.e., total cost of maintenance, renewal, rehabilitation, replacement, disposal, upgrades, new construction) needed each year, as well as any significant operating costs, including energy costs, for the ten years following the year that the current levels of service are established, to maintain the current levels of service over the long term.
- 6.) A plain language explanation of the proposed levels of service for each category of infrastructure assets including the cost estimates discussed above and a discussion as to why the proposed levels of service are appropriate for the municipality and how they differ from the current levels of service including when the proposed levels of service will be achieved and how affordability and sustainability is addressed with the proposed levels of service.
- 7.) Tracking of service delivery and asset operation through established performance measures, such as energy usage and cost.

- 8.) An inventory analysis which is summarized by asset class, including type and quantity, total replacement value, and average age. The inventory analysis would also discuss the approach to assessing asset condition using industry-accepted engineering practices, and summarize the information available on the condition of the assets.
- 9.) Documentation of a lifecycle management strategy that would outline the lifecycle management activities to be undertaken in order to maintain the proposed levels of service and manage risk (e.g. climate change impacts), with consideration to the full lifecycle costs of the assets, including energy costs. Lifecycle activities would be based on options examined to reduce the overall lifecycle costs, including through green infrastructure and non-infrastructure solutions such as demand management and conservation measures.
- 10.) A financial strategy that contains the following items each year for the ten year period aligned with the proposed levels of service section of the AMP including the following:
- estimated capital expenditure forecasts (i.e., total cost of maintenance, renewal, rehabilitation, replacement, disposal, new construction and capacity upgrade activities), and significant operating costs, including energy costs, related to lifecycle activities
  - revenue dedicated to capital financing
  - estimated capital reserve contributions and withdrawals; and
  - estimated debt service payments.
- 11.) Outline any ongoing funding shortfall that exists between investments required to fund the activities in the lifecycle management strategy and the ability to fund these activities, and the strategy to address this shortfall. Where municipalities cannot conduct all of the activities required to provide proposed levels of service, municipalities would discuss how they would manage the risks associated with not undertaking these activities.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

N/A

**4 - Project Description**

The total project cost of \$62,500 includes the following:

- Staff time associated with managing the project.
- Integrate the requirements discussed in the "Purpose" section related to the proposed Municipal Asset Management Planning Regulation.
- Incorporate all Township assets that are listed in Schedule 51 of the Financial Information Return. The current AMP does not include vehicles, equipment, information technology infrastructure, etc. The Township's Gas Tax Funding Agreement also indicates that the Township must demonstrate progress towards incorporating all 16 infrastructure categories eligible for gas tax funding into the AMP.
- The current plan does not include an estimate of replacement value of all assets (ie. some assets are included in the plan at net book value). This is not sufficient based on reporting that the Township has recently had to complete for Statistics Canada and the Gas Tax Funding Agreement as it relates to the Township's assets and their replacement values.
- Pavement condition indexes of Township roads (which were updated in 2016)
- Stormwater management inspections (which are planned to be completed in 2017)
- Incorporate pertinent information from other plans that the Township has completed since 2013 that relate to recommended upgrades/improvements to existing assets (ie. 2014 Development Charges Study, 2014 Building Condition Assessment Report, 2015 Facility Needs Assessment Report, 2015 Recreation and Parks Master Plan, Parks Master Plan for the Puslinch Community Centre Park, Master Fire Plan, Community Based Strategic Plan, Equipment Replacement Schedule, etc.)
- Include updates to the plan based on the recommendations from the Township's auditor, BDO Canada LLP. BDO completed a peer review of the Township's AMP to provide recommendations for the next update including revamping the plan to discuss the Township's required levels of service for all Township assets and more detailed analysis around the financing strategy (ie. property tax levy increases, inflation, potential increases or reductions for external funding, reserve contributions, etc.).

**5 - Capital Funding for 2018 Expenditures**

<b>Capital Tax Levy</b>	8,000
<b>Operating Tax Levy</b>	4,500
<b>Aggregate Levy</b>	
<b>In Lieu of Parkland</b>	
<b>Building Surplus Reserve Fund</b>	
<b>DC Reserve Fund</b> <span style="color: red; font-size: small;">Note A</span>	

	<b>Additional information related to DC's</b>
Project # and Description in DC	
Year in DC Study	

Other (grants)	50,000	% of DC Funding allowed in DC Service Area in DC	
<b>Total Funding</b>	<b>62,500</b>		

Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.

**6 - Capital Components, Costs, and Timing**

Please list proposed 2018 capital spending by quarter for cash flow purposes

Project Components	2018					Future Phases <span style="color: red;">Note B</span>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2018	2019	2020	2021	2022
Professional Services	2,500	10,000	25,000	25,000	62,500				
					-				
					-				
<b>Total Cost</b>	<b>2,500</b>	<b>10,000</b>	<b>25,000</b>	<b>25,000</b>	<b>62,500</b>	-	-	-	-

Note B: The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	<b>2018</b>	<b>Annualized</b>		
Incremental Revenues			# FT Staff	# PT Staff
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
<b>Total Incr. Exp./(Rev.)</b>	-	-		

**TOWNSHIP OF PUSLINCH  
2018 CAPITAL BUDGET**

Department

**Fire**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Additional Equipment for Pickup Truck Vehicle - Truck Cap enclosure and Cargo Sliding truck bed  
Type - New Equipment for Multi-Use Pickup Truck in Fire & Rescue

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

In order to optimize the use of the fire department Pickup Truck, a truck cap enclosing the bed and a cargo sliding bed would protect any equipment or gear placed in the rear of the truck. It would also make any items stored in the bed easily accessible. The proposed fire and rescue pickup truck is to be used by the Fire Chief and others serving as a multiple purpose vehicle including incident command functions, prevention, education, training, emergency response, enforcement, fire investigations, courses, seminars and meeting activities. This additional vehicle eliminates concerns associated with utilizing staff's personal vehicle for a variety of Township business. It is recommended that the Fire Chief and on-call Captains be allowed to take this vehicle home to allow for a quicker response, as well as increased opportunity to manage and mitigate emergency situations. This vehicle allows for accessibility into areas that larger apparatus cannot reach. Having an enclosed truck bed that is easily accessible will be a benefit both to and from emergency scenes, public education events and training events.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Fire Department Pickup Truck - 1/2 Ton

**4 - Project Description**

Truck to be used for multiple purposes including command vehicle, fire prevention, public education, training and emergency response. Life span of the truck is seven years. This project would increase the usefulness of the vehicle as described above in the purpose.

**5 - Capital Funding for 2018 Expenditures**

Tax Levy	
Gas Tax Reserve Fund	
Aggregate Levy	
In Lieu of Parkland	
Discretionary Reserve	
DC Restricted Reserve <span style="color: red; font-size: small;">Note A</span>	4,859

**Additional information related to DC's**

Project # and Description in DC	1 - Provision for New Vehicles
Year in DC Study	2017-2023



<b>Other (grants)</b>		% of DC Funding allowed in DC	100%
<b>Total Funding</b>	<b>4,859</b>	Service Area in DC	Fire Services

**Note A:** Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.

**6 - Capital Components, Costs, and Timing**

Please list proposed 2018 capital spending by quarter for cash flow purposes

Project Components	2018					Future Phases <span style="color: red;">Note B</span>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2018	2019	2020	2021	2022
Truck Cap	3,060				3,060				
Cargo Slide Bed	1,799				1,799				
					-				
<b>Total Cost</b>	<b>4,859</b>	-	-	-	<b>4,859</b>	-	-	-	-

**Note B:** The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	<b>2018</b>	<b>Annualized</b>		
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs	-			
Total Incr. Exp./(Rev.)	-	-		

**TOWNSHIP OF PUSLINCH  
2018 CAPITAL BUDGET**

**Department**

**Fire**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Storage Cabinetry Set and Gear Storage Racks  
Type - New Storage Cabinetry Set and additional Firefighter Gear Racks

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

Presently the apparatus floor has no storage cabinets, other than a small plastic cabinet for truck cleaning products. We currently use a table and peg board for storage, as well as some shelving in the utility room. The utility room will soon be a laundry room due to the 2017 purchase of the extractor washer/dryer and will eliminate a lot of the present storage area. The table and peg board are very unsightly and constantly is used as a dumping area for tools, equipment, gear, etc. due to a lack of accessible storage. Six Gear storage racks are required to store the structural firefighting gear that was purchased in 2017. The Fire Department has reached full staffing levels which includes 4 Auxiliary firefighters, 1 Public Education Officer (the previous Chief Fire Prevention Officer position was recently divided into two positions) and 1 position for a Training Health & Safety Officer.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Fire Station

**4 - Project Description**

A well organized, safe and clean working environment is required. This is accomplished by properly storing tools, equipment and gear. Pride and ownership is achieved by providing industry standard gear racks and commercial grade storage cabinets.

**5 - Capital Funding for 2018 Expenditures**

Tax Levy	
Gas Tax Reserve Fund	
Aggregate Levy	
In Lieu of Parkland	
Fire Equipment Discretionary Re	4,611
DC Restricted Reserve <span style="color: red; font-size: small;">Note A</span>	
Other (grants)	
<b>Total Funding</b>	<b>4,611</b>

**Additional information related to DC's**

Project # and Description in DC	
Year in DC Study	
% of DC Funding allowed in DC	
Service Area in DC	

**Note A:** Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.

**6 - Capital Components, Costs, and Timing**

Please list proposed 2018 capital spending by quarter for cash flow purposes

Project Components	2018					2019	2020	2021	2022
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2018				
GearGrid locker including hanger components and freight	2,411				2,411				
Storage Cabinets (10 piece set)	2,200				2,200				
<b>Total Cost</b>	<b>4,611</b>		-	-	<b>4,611</b>	-	-		-

**Note B:** The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	2018	Annualized	# PT Staff
Incremental Revenues			
Incremental Salary and Benefits			
Incremental Non-Salary Costs			
<b>Total Incr. Exp./(Rev.)</b>	<b>-</b>	<b>-</b>	

**TOWNSHIP OF PUSLINCH  
2018 CAPITAL BUDGET**

Department

Fire
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**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Structural Firefighting Ensembles Type - Replacement
---

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

Structural firefighting ensembles have a 10-year life cycle from the date of manufacturer as per National Fire Protection Association 1851 "Standard on Selection, Care, Maintenance of Protective Ensembles for Structural Firefighting".
--

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

This product is required by each fire and rescue firefighter staff member
---

**4 - Project Description**

Structural firefighting ensembles (pants and jacket) is a three-component ensemble intended to protect the fire fighter from radiant and thermal exposure, unexpected flashover conditions, and puncture and abrasion hazards while still maintaining an adequate level of dexterity and comfort. Five (5) firefighter ensembles required in 2018 at a cost of \$2731 per unit. Five (5) helmets required in 2018 at a cost of \$290 per unit.
--

Please note that structural firefighter ensemble is custom fitted to each firefighter. However, there have been instances where firefighter gear of resigned firefighters are re-used for the newly recruited firefighters (ie. firefighters who are the exact same size).

Unused structural firefighter ensemble (ie. after the ensemble reaches its 10 year useful life) is sent to "Firefighters without borders" and the "Northern Protection Association" as donations for communities that cannot support their own fire service. This gear is still suitable for defensive firefighting and these communities do not conduct aggressive interior firefighting, just defensive/exterior operations.

**5 - Capital Funding for 2018 Expenditures**

Tax Levy	15,105
Gas Tax Reserve Fund	
Aggregate Levy	

In Lieu of Parkland		<b>Additional information related to DC's</b>	
Working Reserve		Project # and Description in DC	
DC Reserve Fund <sup>Note A</sup>		Year in DC Study	
Other (grants)		% of DC Funding allowed in DC	
<b>Total Funding</b>	<b>15,105</b>	Service Area in DC	

Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.

**6 - Capital Components, Costs, and Timing**

Please list proposed 2018 capital spending by quarter for cash flow purposes

Project Components	2018				Total 2018	2019	2020	2021	2022
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Structural firefighting ensembles		15,105			15,105	5,682	-	11,824	12,060
					-				
					-				
					-				
<b>Total Cost</b>	<b>-</b>	<b>13,655</b>	<b>-</b>	<b>-</b>	<b>15,105</b>	<b>5,682</b>	<b>-</b>		<b>12,060</b>

Note B: The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	<b>2018</b>	<b>Annualized</b>	
Incremental Revenues			# PT Staff
Incremental Salary and Benefits			
Incremental Non-Salary Costs	- 1,450		
<b>Total Incr. Exp./(Rev.)</b>	<b>- 1,450</b>	<b>-</b>	

Firefighter helmets were previously budgeted in Operating Account No. 01-0040-4321 - Clothing and Safety. Therefore, since the helmets are now budgeted in the Capital Budget as part of the Structural Firefighting Gear, this operating account will decrease by \$1,450.

**TOWNSHIP OF PUSLINCH  
2018 CAPITAL BUDGET**

**Department**

**Municipal Office**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Meeting Room and New Flooring

Project Type: Facility Improvement

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

The Facility Needs Assessment completed in 2015 identified the need for a meeting room to accomodate staff use, to better serve the public, and for Township consultants who complete field work in the Municipal Office (ie. auditors). In the past, the Township has utilized the Council Chambers or the Lunch Room for the above purposes.

It is also recommended that the current flooring or carpet (where applicable) in the Municipal Office be replaced with the new flooring that was recently installed in the Customer Service Area for a consistent and improved aesthetic appeal in the Municipal Office.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Municipal Office

**4 - Project Description**

2018 Project Description - upgrades to the meeting room including new flooring, paint and lighting fixtures; new flooring for the Finance area office, the hall to the bathrooms/Public Works area, the kitchen, and bathrooms.

In 2019 it is recommended that the flooring be upgraded for the Clerks area and the Council Chambers.

**5 - Capital Funding for 2018 Expenditures**

<b>Tax Levy</b>	10,000
<b>Gas Tax Reserve Fund</b>	
<b>Aggregate Levy</b>	
<b>In Lieu of Parkland</b>	
<b>Capital Carryforward</b>	
<b>Building Surplus</b>	
<b>Corporate Accessibility</b>	
<b>Total Funding</b>	<b>10,000</b>

**Additional information related to DC's**

Project # and Description in DC

Year in DC Study

% of DC Funding allowed in DC

Service Area in DC


Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.

**6 - Capital Components, Costs, and Timing**

Please list proposed 2018 capital spending by quarter for cash flow purposes

Project Components	2018					Future Phases <sup>Note B</sup>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	Total 2018	2019	2020	2021	2022
Meeting Room Upgrades		3,000			3,000	10,000			
New Flooring			7,000		7,000				
					-				
<b>Total Cost</b>	-	<b>3,000</b>	<b>7,000</b>	-	<b>10,000</b>	<b>10,000</b>	-	-	-

Note B: The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	2018	Annualized	# FT Staff	# PT Staff
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
<b>Total Incr. Exp./(Rev.)</b>	-	-		

**TOWNSHIP OF PUSLINCH  
2018 CAPITAL BUDGET**

Department

Municipal Office

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Building Maintenance  
Project Type - Painting

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

Council at its budget meeting held on October 12, 2016 directed staff to look into painting of the roof panels to extend its life rather than upright replacement of metal roofing panels at the Puslinch Community Centre.

The Building Condition Assessment Report for the Municipal Building indicates that the roof appears to be performing as intended but is approaching the end of its life expectancy and should be replaced in 2024 at a cost of \$125,000 (p. 3-4 of 3-19).

This proposed project is for the painting of the Municipal Building roofing panels and door jams on the roll up shop doors. This building was acquired in 1984 based on the Township's fixed asset listing. The building condition assessment report indicates that roof panels have an approximate useful life of 40 years. Based on an inspection conducted by staff and the contractor, the roof panels have not been replaced previously. It is recommended that this project be completed in the same year as the painting of the green shed project (see the Parks Capital Budget Sheet) and the PCC (see the PCC Capital Budget sheet) in order to gain cost savings and efficiencies. This project will extend the life of the roof panels for up to an additional ten years.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

7404 Wellington Road 34 - Municipal Building Roof

**4 - Project Description**

Paint roof panels and door jams. Power wash all areas, apply epoxy and rust primer and a topcoat of acylic waterbourne enamel paint.

**5 - Capital Funding for 2018 Expenditures**

Tax Levy

17,500

Gas Tax

Aggregate Levy

In Lieu of Parkland

Additional information related to DC's



<b>Corporate Office Repairs &amp; Restoration</b>		Project # and Description in DC	
<b>Discretionary Reserve</b>		Year in DC Study	
<b>Development Charges</b> <span style="color: red; font-size: small;">Note A</span>		% of DC Funding allowed in DC	
<b>Other (grants)</b>		Service Area in DC	
<b>Total Funding</b>	<b>17,500</b>		

Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.

**6 - Capital Components, Costs, and Timing**

Please list proposed 2018 capital spending by quarter for cash flow purposes

Project Components	2018				2018	Future Phases <span style="color: red; font-size: small;">Note B</span>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC		2019	2020	2021	2022
Materials and Labour				17,500	17,500				
					-				
					-				
					-				
<b>Total Cost</b>	-	-	-	<b>17,500</b>	<b>17,500</b>	-	-	-	-

Note B: The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	<b>2018</b>	<b>Annualized</b>			
Incremental Revenues				# FT Staff	# PT Staff
Incremental Salary and Benefits					
Incremental Non-Salary Costs					
<b>Total Incr. Exp./(Rev.)</b>	-	-			

**TOWNSHIP OF PUSLINCH  
2018 CAPITAL BUDGET**

**Department**

<b>Parks</b>
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**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Building Maintenance Project Type - Painting
---

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

Council at its budget meeting held on October 12, 2016 directed staff to look into painting of the roof panels to extend its life rather than upright replacement of metal roofing panels at the Puslinch Community Centre.
---

This proposed project is for the painting of the Parks shed including the roof which was acquired in 1973 based on the Township's fixed asset listing. The building condition assessment report indicates that roof panels have an approximate useful life of 40 years. Based on an inspection conducted by staff and the contractor the roof panels on the green shed have not been replaced or painted previously. It is recommended that this project be completed in the same year as the painting of the Puslinch Community Centre roof (see the PCC Capital Budget Sheet) and the painting of the green shed roof (see the Parks Capital Budget Sheet) in order to gain cost savings and efficiencies. This project will extend the life of the roof panels for up to an additional ten years.
--

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

23 Brock Rd - Green Shed (behind the Optimist Recreation Centre)
--

**4 - Project Description**

Paint roof panels to extend roof life and repaint all siding and trim to match the colours of the Optimist Recreation Centre. Power wash all areas, apply epoxy and rust primer and a topcoat of acylic waterbourne enamel paint.
---

**5 - Capital Funding for 2018 Expenditures**

**Tax Levy**

**Gas Tax**

**Aggregate Levy**

**In Lieu of Parkland**


**Additional information related to DC's**

<b>Parks Infrastructure Enhancement Discretionary Reserve</b>	10,000	Project # and Description in DC	
<b>Development Charges</b> <span style="color: red; font-size: small;">Note A</span>		Year in DC Study	
<b>Other (grants)</b>		% of DC Funding allowed in DC	
<b>Total Funding</b>	<b>10,000</b>	Service Area in DC	

Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.

**6 - Capital Components, Costs, and Timing**

Please list proposed 2018 capital spending by quarter for cash flow purposes

Project Components	2018					Future Phases <span style="color: red; font-size: small;">Note B</span>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	2018	2019	2020	2021	2022
Materials and Labour				10,000	10,000				
					-				
					-				
					-				
<b>Total Cost</b>	-	-	-	<b>10,000</b>	<b>10,000</b>	-	-	-	-

Note B: The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	<b>2018</b>	<b>Annualized</b>			
Incremental Revenues				# FT Staff	# PT Staff
Incremental Salary and Benefits					
Incremental Non-Salary Costs					
Total Incr. Exp./(Rev.)	-	-			

**TOWNSHIP OF PUSLINCH  
2018 CAPITAL BUDGET**

Department

Parks

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Kabota Lawnmower  
Project Type - Equipment Replacement

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

Replacement of the current 2005 Kabota lawnmower. This lawnmower was purchased used in 2009 at a cost of \$8,640. The repairs and maintenance expenses on the lawnmower from 2014 to 2017 amounted to \$4,773 as outlined below:  
2014 - \$2,118; 2015 - \$932; 2016 - \$743; 2017 - \$981 year to date.

This lawnmower is used 5 days per week, 8 hours per day for approximately six months of the year. It is the only lawnmower that the Township owns. Effective 2017, the Township no longer pays a rental fee to Parks staff for the use of a lawnmower or tractor, therefore, this will result in operating budget savings of \$3,020 as noted in Section 7 below.

The equipment rental fees/tractor rental fees averaged an amount of \$3,020 from 2014 to 2016 as outlined below:  
2014 - \$2,337; 2015 - \$2,337; 2016 - \$4,387; 2017 - nil.

Report FIN-2017-029 provides further details of the current costs of contracting Parks services out versus the in-house costs.

Township staff explored the option of keeping the existing machine but purchasing a new front mower deck. Based on the quote received, this would be at a cost of approximately \$4,500. It has been indicated that because of the year of the machine, the new deck may not fit on the 2005 lawnmower. Township staff note that the front deck of the lawnmower must be replaced as it does not currently provide an even cut (cuts on an angle).

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

All parks and Township owned properties in sub-divisions.

**4 - Project Description**

Lawnmower is on a 10 year replacement cycle. It is past its replacement lifecycle as it has been utilized for 12 years. The number of hours on the lawnmower as of August 2017 is 2,757 hours.

It is recommended that this lawnmower be replaced in 2018 as it is past its replacement lifecycle and because of the reasons indicated in the "Purpose" section above. The Township's fleet management policy indicates the following:

Fleet will be replaced upon consideration of a combination of the following criteria:

- The odometer reading is approaching 180,000 kilometers.
- The hours are approaching 10,000 hours for plow/dump trucks and 4,000 hours for lawnmowers, tractors and other small vehicles that do not have an odometer tracking mileage.
- The fleet is fully amortized in accordance with the estimated useful life (amortization rates) established in the Township's Tangible Capital Asset Policy.
- The fleet becomes unserviceable or unsafe due to a major accident or mechanical failure that would not be economical to repair.

**5 - Capital Funding for 2018 Expenditures**

<b>Tax Levy</b>		<b>Additional information related to DC's</b>			
<b>Gas Tax</b>					
<b>Aggregate Levy</b>					
<b>In Lieu of Parkland Parks Equipment Replacement Discretionary Reserve</b>	25,000			Project # and Description in DC	
<b>Development Charges</b> <span style="color: red; font-size: small;">Note A</span>				Year in DC Study	
<b>Sale Value of Current Lawnmower</b>	5,000	% of DC Funding allowed in DC			
<b>Total Funding</b>	<b>30,000</b>	Service Area in DC			

Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.

**6 - Capital Components, Costs, and Timing**

Please list proposed 2018 capital spending by quarter for cash flow purposes

Project Components	2018					Future Phases <sup>Note B</sup>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	2018	2019	2020	2021	2022
Lawnmower Replacement				30,000	30,000				
					-				
					-				
<b>Total Cost</b>	-	-	-	<b>30,000</b>	<b>30,000</b>	-	-	-	-

**Note B:** The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	2018	Annualized	# FT Staff	# PT Staff
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs	- 3,020			
<b>Total Incr. Exp./(Rev.)</b>	<b>- 3,020</b>	<b>-</b>		

Decrease of \$3,020 in equipment rental fees as discussed in Section 2 above in operating account number 01-0110-4205.

**TOWNSHIP OF PUSLINCH  
2018 CAPITAL BUDGET**

Department **Puslinch Community Centre**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Building Maintenance  
Project Type - Painting

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

Council at its budget meeting held on October 12, 2016 directed staff to look into painting of the roof panels to extend its life rather than upright replacement of metal roofing panels at the Puslinch Community Centre.

The Building Condition Assessment Report for the Puslinch Community Centre indicates that the roof appears to be performing as intended but is approaching the end of its life expectancy and should be replaced in 2020 at a cost of \$100,000 (p. 1-5 of 1-17).

This proposed project is for the painting of the PCC roofing panels. This building was acquired in 1983 based on the Township's fixed asset listing. The building condition assessment report indicates that roof panels have an approximate useful life of 40 years. Based on an inspection conducted by staff and the contractor, the roof panels have not been replaced previously. It is recommended that this project be completed in the same year as the painting of the green shed project (see the Parks Capital Budget Sheet) and the painting of the Municipal Office project (see the Municipal Office Capital Budget Sheet) in order to gain cost savings and efficiencies. This project will extend the life of the roof panels for up to an additional ten years.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

23 Brock Rd - Puslinch Community Centre Roof

**4 - Project Description**

Paint roof panels and metal facer. Power wash all areas, apply epoxy and rust primer and a topcoat of acylic waterbourne enamel paint.

**5 - Capital Funding for 2018 Expenditures**

Tax Levy	
Gas Tax	
Aggregate Levy	
In Lieu of Parkland	

Additional information related to DC's

<b>Puslinch Community Centre Facility Improvement Discretionary Reserve</b>	11,000	Project # and Description in DC	
<b>Development Charges</b> <small>Note A</small>		Year in DC Study	
<b>Other (grants)</b>		% of DC Funding allowed in DC	
<b>Total Funding</b>	<b>11,000</b>	Service Area in DC	

Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.

**6 - Capital Components, Costs, and Timing**

Please list proposed 2018 capital spending by quarter for cash flow purposes

Project Components	2018				2018	Future Phases <small>Note B</small>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC		2019	2020	2021	2022
Materials and Labour				11,000	11,000				
					-				
					-				
					-				
<b>Total Cost</b>	-	-	-	<b>11,000</b>	<b>11,000</b>	-	-	-	-

Note B: The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	<b>2018</b>	<b>Annualized</b>		
<b>Incremental Revenues</b>			<b># FT Staff</b>	<b># PT Staff</b>
<b>Incremental Salary and Benefits</b>				
<b>Incremental Non-Salary Costs</b>				
<b>Total Incr. Exp./(Rev.)</b>	-	-		



**TOWNSHIP OF PUSLINCH  
2018 CAPITAL BUDGET**

Department

**Public Works**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Road Construction

Project Type - Drainage, Sub-Base, Pulverize and Repave

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

Asset Number 124, 125A amounting to 3.5 kms of roadway as identified for improvement in 2018 in Table 6 of the 2016 Road Condition Assessment Report dated December 2016. Drainage and sub-base repairs in 2018 and full paving in 2019.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Victoria Road between Wellington Road 36 and Aberfoyle Pit #2.

**4 - Project Description**

Traffic control, replace 6 cross culverts, removal of 2500m<sup>3</sup> of sub-base and replace with virgin material and geotextile material, repave trenches with 50mm of HL4 asphalt. Traffic control, pulverize existing asphalt, grade and compact road base, repave with 60mm of HL4 asphalt, pave and reconstruct driveways, compacted granular A shoulders, permanent pavement markings and inspection.

**5 - Capital Funding for 2018 Expenditures**

<b>Tax Levy</b>	155,580		
<b>Gas Tax</b>	220,000		
<b>Aggregate Levy</b>			
<b>In Lieu of Parkland</b>			
<b>Discretionary Reserve</b>			
<b>Development Charges</b> <small>Note</small>	69,420		
<b>Other (grants)</b>			
<b>Total Funding</b>	<b>445,000</b>		
		<b>Additional information related to DC's</b>	
		Project # and Description in DC	26 - Provision for Future Road Projects (p. 5-6)
		Year in DC Study	2019-2023
		% of DC Funding allowed in DC	15.6%
		Service Area in DC	Roads and Related Services

**Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.**

**6 - Capital Components, Costs, and Timing**

Please list proposed 2018 capital spending by quarter for cash flow purposes

Project Components	2018					Future Phases <sup>Note B</sup>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	2018	2019	2020	2021	2022
Construction				445,000	445,000	415,000			
					-				
					-				
					-				
<b>Total Cost</b>	-	-	-	<b>445,000</b>	<b>445,000</b>	<b>415,000</b>	-	-	-

**Note B:** The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	2018	Annualized	# FT Staff	# PT Staff
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
<b>Total Incr. Exp./(Rev.)</b>	-	-		

**TOWNSHIP OF PUSLINCH  
2018 CAPITAL BUDGET**

**Department**

**Public Works**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Road Construction  
Project Type - Pulverize and Repave

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

Asset Number 66 amounting to repaving of 1.2 kms of roadway as identified for improvement in 2020 in Table 6 of the 2016 Road Condition Assessment Report dated December 2016.

It is recommended that this project be completed in 2018 and in conjunction with Forestell Road between Wellington Road 35 to Sideroad 10 North (Asset No. 68 and 69) in order to gain cost savings and efficiencies.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Forestell Road between Wellington Road 32 and Roszell Road.

**4 - Project Description**

Traffic control, pulverize existing asphalt, grade and compact road base, repave with 60mm of HL4 asphalt, pave and reconstruct driveways, compacted granular A shoulders, permanent pavement markings and inspection

**5 - Capital Funding for 2018 Expenditures**

<b>Tax Levy</b>	145,000		
<b>Gas Tax Reserve Fund</b>			
<b>Aggregate Levy</b>			
<b>In Lieu of Parkland</b>			
<b>Working Reserve</b>			
<b>DC Reserve Fund</b> <span style="color: red; font-size: small;">Note A</span>			
<b>Other (grants)</b>			
<b>Total Funding</b>	<b>145,000</b>		

<b>Additional information related to DC's</b>	
Project # and Description in DC	26 - Provision for Future Road Projects (p. 5-6)
Year in DC Study	2019-2023
% of DC Funding allowed in DC	15.6%
Service Area in DC	Roads and Related Services

Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.

**6 - Capital Components, Costs, and Timing**

Please list proposed 2018 capital spending by quarter for cash flow purposes

Project Components	2018					Future Phases <sup>Note B</sup>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	2018	2019	2020	2021	2022
Construction				145,000	145,000				
					-				
					-				
					-				
<b>Total Cost</b>	-	-	-	<b>145,000</b>	<b>145,000</b>	-	-	-	-

**Note B:** The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	2018	Annualized	# FT Staff	# PT Staff
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
<b>Total Incr. Exp./(Rev.)</b>	-	-		

**TOWNSHIP OF PUSLINCH  
2018 CAPITAL BUDGET**

Department

Public Works

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Road Construction

Project Type - Pulverize and Repave

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

Asset Number 68, 69 amounting to repaving of 2 kms of roadway as identified for improvement in 2018 in Table 6 of the 2016 Road Condition Assessment Report dated December 2016.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Forestell Road between Wellington Road 35 to Sideroad 10 North

**4 - Project Description**

Traffic control, pulverize existing asphalt, grade and compact road base, repave with 60mm of HL4 asphalt, pave and reconstruct driveways, compacted granular A shoulders, permanent pavement markings and inspection

**5 - Capital Funding for 2018 Expenditures**

Tax Levy	230,000		
Gas Tax Reserve Fund			
Aggregate Levy			
In Lieu of Parkland			
Working Reserve			
DC Reserve Fund <sup>Note A</sup>			
Other (grants)			
<b>Total Funding</b>	<b>230,000</b>		
		<b>Additional information related to DC's</b>	
		Project # and Description in DC	26 - Provision for Future Road Projects (p. 5-6)
		Year in DC Study	2019-2023
		% of DC Funding allowed in DC	15.6%
		Service Area in DC	Roads and Related Services

**Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.**

**6 - Capital Components, Costs, and Timing**

Please list proposed 2018 capital spending by quarter for cash flow purposes

Project Components	2018					Future Phases <sup>Note B</sup>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	2018	2019	2020	2021	2022
Construction				230,000	230,000				
					-				
					-				
					-				
<b>Total Cost</b>	-	-	-	<b>230,000</b>	<b>230,000</b>	-	-	-	-

**Note B:** The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	2018	Annualized	# FT Staff	# PT Staff
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
<b>Total Incr. Exp./(Rev.)</b>	-	-		

**TOWNSHIP OF PUSLINCH  
2018 CAPITAL BUDGET**

Department

**Public Works**

**1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Road Construction  
Project Type - Pulverize and Repave

**2 - Purpose of Expenditure (ie. identify links to any plans, policies, legislation, studies, etc.)**

Asset Number 57 and 58 amounting to repaving of 2.1 kms of roadway as identified for improvement in 2018 (Asset No. 58) and 2019 (Asset No. 57) in Table 6 of the 2016 Road Condition Assessment Report dated December 2016.

**3 - Specific Location (ie. list facility names, stretches of Road from/to streets, etc.)**

Concession 4 between Wellington Road 35 and Sideroad 10N.

**4 - Project Description**

Traffic control, pulverize existing asphalt, grade and compact road base, repave with 60mm of HL4 asphalt, pave and reconstruct driveways, compacted granular A shoulders, permanent pavement markings and inspection

**5 - Capital Funding for 2018 Expenditures**

Tax Levy	130,000		
Gas Tax Reserve Fund			
Aggregate Levy			
In Lieu of Parkland			
Discretionary Reserve	100,000		
DC Reserve Fund <sup>Note A</sup>			
Other (grants)			
<b>Total Funding</b>	<b>230,000</b>		
		<b>Additional information related to DC's</b>	
		Project # and Description in DC	26 - Provision for Future Road Projects (p. 5-6)
		Year in DC Study	2019-2023
		% of DC Funding allowed in DC	15.6%
		Service Area in DC	Roads and Related Services

**Note A: Please indicate the service area, project description, project number, year(s), and % of DC funding allotted as outlined in the 2014 DC Study.**

**6 - Capital Components, Costs, and Timing**

Please list proposed 2018 capital spending by quarter for cash flow purposes

Project Components	2018					Future Phases <sup>Note B</sup>			
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	2018	2019	2020	2021	2022
Construction				230,000	230,000				
					-				
					-				
					-				
<b>Total Cost</b>	-	-	-	<b>230,000</b>	<b>230,000</b>	-	-	-	-

**Note B:** The Future Phases section is to identify the quantum of the total project cost only. Future Phases will not be automatically approved nor funded if this project is approved.

**7 - Incremental Operating Budget Impact**

	2018	Annualized	# FT Staff	# PT Staff
Incremental Revenues				
Incremental Salary and Benefits				
Incremental Non-Salary Costs				
<b>Total Incr. Exp./(Rev.)</b>	-	-		



Projects by Year

Project Cost													
	2014	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
<b>Building</b>													
Septic Inspections						\$6,000	\$6,000				\$6,000	\$6,000	
Tablet				\$9,000					\$9,000				
Pickup Truck - Mid-Size										\$33,000			
<b>Building Total</b>				<b>\$9,000</b>		<b>\$6,000</b>	<b>\$6,000</b>		<b>\$9,000</b>	<b>\$33,000</b>	<b>\$6,000</b>	<b>\$6,000</b>	

Projects by Year

Project Cost	2014	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Fire and Rescue													
Defibrillators											\$21,000		
Fire Master Plan											\$44,000		
Pump 31 Body Work and Paint Job					\$9,813								
Pump 31 Truck											\$468,000		
Rescue 35 Truck						\$360,000							
SCBA Cylinders					\$6,000	\$12,000	\$4,500	\$19,500	\$9,000		\$7,500	\$4,500	\$0
Structural Firefighter Ensemble				\$15,105	\$5,682	\$0	\$11,824	\$12,060	\$15,380	\$15,685	\$19,200	\$10,712	\$13,655
Satellite Station Building					\$375,000	\$690,000							
Satellite Station Equipment						\$51,750							
Extrication Equipment						\$52,500							
Watercraft						\$6,000							
Self Contained Breathing Apparatus						\$144,550							
Thermal Imaging Camera					\$10,300								
Portable Pump												\$15,000	
Pickup Truck - Mid-Size										\$23,050			
Fire Equip.				\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Fire Vehicle Replac.				\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Truck Cap Enclosure and Cargo Sliding Truck Bed				\$4,859									
New Storage Cabinetry Set and additional Firefighter Gear Racks				\$4,611									
<b>Fire and Rescue Total</b>				<b>\$24,575</b>	<b>\$466,795</b>	<b>\$1,376,800</b>	<b>\$76,324</b>	<b>\$91,560</b>	<b>\$84,380</b>	<b>\$98,735</b>	<b>\$619,700</b>	<b>\$90,212</b>	<b>\$73,655</b>

Projects by Year

Project Cost	2014	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
<b>Corporate</b>													
Community Based Strategic Plan											\$30,000		
Computer Equipment				\$15,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Destination Marketing/Branding (Logo)		\$15,000											
IT Software Upgrade	\$99,268												
Pay Equity Study							\$15,000						
Server					\$25,000					\$25,000			
Municipal Drinking Water Well System - Feasibility Study			\$94,300	\$5,000									
Corp. IT Software				\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Corp. IT Hardware				\$0	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
Municipal Class Environmental Assessment - Municipal Water and Wastewater				\$350,000									
Microsoft Office License Upgrades						\$15,000							
<b>Corporate Total</b>	<b>\$99,268</b>	<b>\$15,000</b>	<b>\$94,300</b>	<b>\$370,000</b>	<b>\$42,500</b>	<b>\$32,500</b>	<b>\$32,500</b>	<b>\$17,500</b>	<b>\$17,500</b>	<b>\$42,500</b>	<b>\$47,500</b>	<b>\$17,500</b>	<b>\$17,500</b>

Projects by Year

Project Cost		2014	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Finance														
	2019 Development Charges Background Study					\$15,500								
	2024 Development Charges Background Study										\$15,500			
	Asset Management Plan Revamp				\$58,000									
	Asset Management Plan and Policy Updates									\$10,000				
<b>Finance Total</b>					<b>\$58,000</b>	<b>\$15,500</b>				<b>\$10,000</b>	<b>\$15,500</b>			

Projects by Year

Project Cost	2014	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Municipal Office													
Air Balancing Study & Recommission HVAC					\$10,500								
Arc Flash Study						\$7,500							
Power Distribution Equipment (feeders, panels, main disconnect switch)							\$20,000						
Window and Door Replacement Program										\$100,000			
Office renovation/expansion including accessibility									\$231,000	\$231,000	\$231,000	\$231,000	\$231,000
Heat Recovery Unit in Municipal Offices					\$5,000								
Furnace, Condenser Units, HVAC distribution ductwork, Damper Control System in Municipal Offices								\$30,000					
Gas Fired Infra-Red Heaters in Public Works Area										\$6,000			
UV Pure Water Treatment System										\$10,000			
Metal Roofing Panels										\$125,000			
Replacement of John Wood Electric 48 USG Hot Water Tank						\$5,000							
Corp. Office Repairs				\$0	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Corp. Accessibility				\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Meeting Room and New Flooring				\$10,000									
New Flooring - Council Chambers and Clerks Areas					\$10,000								
Roof Painting				\$17,500									
Exterior Panel/Siding Painting										\$25,000			
<b>Municipal Office Total</b>				<b>\$27,500</b>	<b>\$55,500</b>	<b>\$42,500</b>	<b>\$50,000</b>	<b>\$60,000</b>	<b>\$261,000</b>	<b>\$527,000</b>	<b>\$261,000</b>	<b>\$261,000</b>	<b>\$261,000</b>

Projects by Year

Project Cost	2014	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
ORC													
Floor Scrubber												\$8,000	
ORC Equip.				\$0	\$5,000	\$5,000	\$10,000	\$10,000	\$5,000	\$10,000	\$10,000	\$5,000	\$5,000
ORC Fac. Improv.				\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
<b>ORC Total</b>				<b>\$0</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$15,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$23,000</b>	<b>\$15,000</b>

Projects by Year

Project Cost		2014	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Parks														
	Parking Lot & Associated Enhancements (curbing, entrance, lighting)								\$300,000					
	Kabota Lawnmower				\$30,000									
	Consistent Signage Design						\$10,000							
	Improvements to Tennis Courts												\$10,000	
	Playground area at Boreham Park												\$100,000	
	Parks Infrastr.				\$0	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
	Parks Equip.				\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
	Painting of Shed Roof & Sides				\$10,000									
	Phase 1 of Parks Master Plan							\$1,355,569						
	Phase 2 of Parks Master Plan								\$874,580					
	Pickup Truck - Trsfr from Public Works						\$0					\$0		
<b>Parks Total</b>					<b>\$40,000</b>	<b>\$30,000</b>	<b>\$40,000</b>	<b>\$1,385,569</b>	<b>\$1,204,580</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$140,000</b>	<b>\$30,000</b>

Projects by Year

Project Cost													
	2014	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
PCC													
Arc Flash Study						\$5,000							
Exterior Hall Lighting					\$5,000								
Kitchen Renovation						\$100,000							
Rebalancing of HVAC system												\$5,000	
Recreation and Parks Master Plan											\$50,000		
Replacement of Sanitary Pumps and Control System										\$5,000			
Replacement of UV Pure Water Treatment System										\$7,500			
Replacement of Rheem Hot Water Tank												\$5,000	
PCC Equip.				\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
PCC Fac. Improv.				\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Roof Painting				\$11,000									
<b>PCC Total</b>				<b>\$11,000</b>	<b>\$20,000</b>	<b>\$120,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$27,500</b>	<b>\$65,000</b>	<b>\$25,000</b>	<b>\$15,000</b>



Projects by Year

Project Cost	2014	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Public Works													
Aberfoyle Sidewalks					\$100,000								
Backhoe						\$125,000							
Bridge and Culvert Inspections				\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
Bridlepath							\$330,000						
Church and Victoria Street											\$50,000		
Concession 1 -35 to Sideroad 20					\$253,000								
Concession 2- 2A to Sideroad 20						\$519,300							
Concession 2- Sideroad 10 to 32					\$233,400								
Concession 4- 35 to Sideroad 10				\$230,000									
Concession 4- Hwy 6 to 35										\$390,000			
Concession 4- Sideroad 10 to 32									\$450,000				
Concession 7- McLean Rd to Concession 2A						\$208,900							
Forestell Rd- 32 to Roszell Rd				\$145,000									
Gore Road - Valens Road to Concession 7											\$270,000		
Grader- 501								\$350,000					
Maple Leaf Lane									\$45,800				
Mason Crt									\$38,100				
McLean Rd E and Winer Rd									\$365,000				
Single Axle Dump Truck-303									\$225,000				
Tandem Dump Truck- 301							\$250,000						
Tandem Dump Truck- 302					\$250,000								
Traffic Count Study							\$25,000						
Transportation Master Plan									\$25,000				
Watson Rd - Wellington Road 34 to Wellington Road 36											\$500,000		
Watson Rd- Maltby to Arkell											\$480,000		
Traffic Calming - Streetscaping Morriston - Phase 2					\$100,000								

Projects by Year

Project Cost		2014	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Public Works	Fox Run Dr to County Rd 46							\$63,000						
	Concession 1- Sideroad 10 to Wellington Rd 35												\$255,000	
	Gore Rd-Sideroad 20 to Valens Rd												\$365,000	
	Victoria Rd (Aberfoyle Pit 2 to County Road 36)				\$445,000	\$415,000								
	Watson Rd- 36 to Leslie Rd								\$215,000					
	Watson Rd - Leslie Rd to 4057 Watson Rd.								\$127,400					
	Concession 2A - Concession 2 to Concession 7						\$102,500							
	Leslie Rd West - Watson Rd South to Mountsberg						\$20,000	\$300,000						
	Leslie Rd West- Victoria Rd South to East limit												\$645,000	
	Public Works Replace. and Restorat.				\$0	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
	Public Works Equip.				\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
	Gilmour Culvert- 2009								\$100,000		\$500,000			
	Carroll Pond & Lesic Jassal Municipal Drain - Closed Circuit Television Inspection (CCTV)							\$16,000						
	Carroll Pond & Lesic Jassal Municipal Drain - Sediment Survey on Cells 1, 2 and 3												\$7,000	
	Carroll Pond & Lesic Jassal Municipal Drain - Based on results of Sediment Survey													\$415,000
	Pickup truck-Staff - 3/4 Ton											\$52,000		
	Dump Truck - 1 Ton - 305						\$100,000							
	Single Axle Dump Truck- 304					\$250,000								\$250,000
	Pickup Truck- Director - 1/2 Ton						\$35,000					\$35,000		
	Forestell Rd- 35 to Sideroad 10 North				\$230,000									
	Sideroad 20 North - Wellington Road 34 to Forestell Road													\$375,000

**Schedule K to Report FIN-2018-001**

**Projects by Year**

Project Cost		2014	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Public Works	Roszell Road - Townline Road to Forestell Road													\$287,500
	Maltby Road - Victoria Road to Watson Road													\$262,500
	Little's Bridge - 0003							\$25,000	\$500,000					
	Moyer's Bridge - 0004									\$25,000	\$500,000			
<b>Public Works</b>	<b>Total</b>				\$1,057,500	\$1,433,900	\$1,443,200	\$1,091,500	\$1,374,900	\$1,256,400	\$1,472,500	\$1,469,500	\$1,354,500	\$1,672,500
		\$99,268	\$15,000	\$94,300	\$1,597,575	\$2,079,195	\$3,076,000	\$2,676,893	\$2,783,540	\$1,698,280	\$2,266,735	\$2,518,700	\$1,917,212	\$2,084,655

Equipment Replacement Schedule

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Department	Description	Year	Asset ID	Transfer	Current Mileage	Current Hours	Lifecy cle	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Fire	Pump 32	2012	5040		30,449	1,344	20															300					
Fire	American LaFrance Quint	2003	FIR16-002		55,667	2,314	25											500									
Fire	Rescue 35	2000	5035		84,061	4,444	20			360																	
Fire	Pump 31	2005	5031		77,446	2,861	20								468												
Fire	Tanker 38	2007	5038		28,443	1,827	25															360					
Fire	Tanker 37	2010	7006		23,933	922	20	<b>Pump 31 and Tanker 37 Combination in 2025 or earlier in accordance with Report FIR-2016-003</b>																			
Fire	Pickup truck - 1/2 ton - <b>Note A</b>	2013	FIR17-003	from Building	140,803	N/A	7							23							23						
Public Works	Tandem Dump	2013-301	8016		74,804	2,570	8				250								250							250	
Public Works	Tandem Dump	2012-302	8014		96,095	3,506	8			250								250							250		
Public Works	Plow truck-303 single axle	2015-303	8017		31,032	1,097	8						225								225						
Public Works	Single Axle Dump	2011-304	8013		77,523	2,705	8		250								250							250			
Public Works	Dump Truck - 1 ton	2008-305	7003		102,534	N/A	12			100												100					
Public Works	Pickup truck - Director - 1/2 ton	2015-04	8019	to Parks	42,610	N/A	5			35					35					35					35		
Public Works	Pickup truck - Staff - 3/4 ton	2017	7009		4,198	N/A	8								52							52					
Public Works	Backhoe	2008-06	8001		N/A	4,475	12			125												125					
Public Works	Grader	2000-502	8003		N/A	7,580	20-25	<b>Elimination of one Grader in accordance with August 21, 2017 Special Council Meeting.</b>																			
Public Works	Grader	1999-501	8002		N/A	10,446	20-25					350															
Public Works	Brush Chipper	2015	8018		N/A	70	5,000	<b>Lifecycle of 5,000 hours. Usage depends on staff hours available for forestry operations.</b>																			
Building	Pickup truck - Mid-Size	2016	7005B	to Fire	15,515	N/A	7							33							33						
ORC	Olympia Ice Machine	2017			N/A	N/A	25																				
ORC	Floor Scrubber	2016	4060		N/A	N/A	10								8										8		
Parks	Lawn Tractor	2005	7007		N/A	2,757	10	30										30									
Parks	Pickup truck - Staff - 1/2 ton	2011-04	7008	from Public Works	125,958	N/A	5			PW tfr					PW tfr					PW tfr					PW tfr		
	<b>Total</b>							<b>30</b>	<b>250</b>	<b>870</b>	<b>250</b>	<b>350</b>	<b>225</b>	<b>56</b>	<b>555</b>	<b>8</b>	<b>250</b>	<b>780</b>	<b>250</b>	<b>35</b>	<b>281</b>	<b>885</b>	<b>52</b>	<b>0</b>	<b>285</b>	<b>258</b>	<b>250</b>
<b>Note A -</b> Funded by the Fire Development Charge (DC) Restricted Reserve in 2017 for the incorporate transfer of the 2013 Building Vehicle to Fire & Rescue. The DC Act specifies that rolling stock purchased utilizing DC funds must have a useful life of at least seven years.																											

**Schedule M to Report FIN-2018-001**

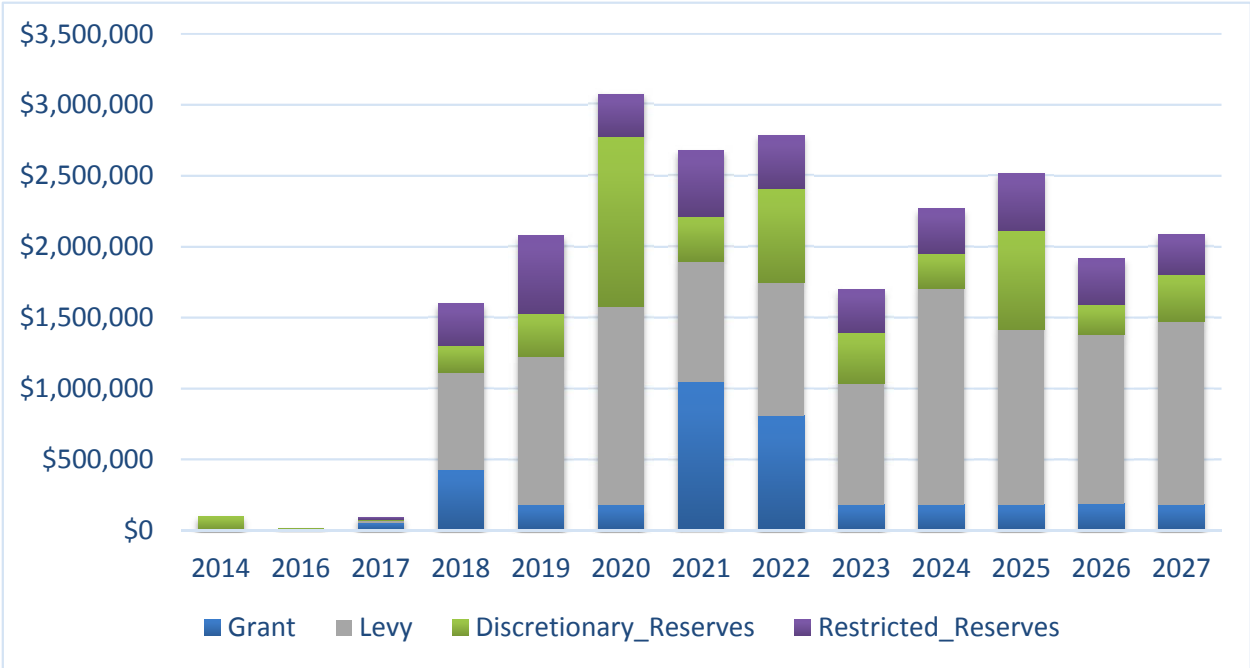
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**Capital Summary - Funding Sources by Year**

	2014	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
<b>Grant</b>													
Corporate	\$0	\$7,500	\$56,250	\$262,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Finance	\$0	\$0	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Parks	\$0	\$0	\$0	\$5,000	\$0	\$0	\$881,120	\$639,477	\$0	\$0	\$0	\$10,000	\$0
PCC	\$0	\$0	\$0	\$0	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$107,836	\$179,421	\$168,923	\$168,923	\$168,923	\$168,923	\$168,923	\$168,923	\$168,923	\$168,923
Municipal Office	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
<b>Grant Total</b>	<b>\$0</b>	<b>\$7,500</b>	<b>\$56,250</b>	<b>\$425,336</b>	<b>\$179,421</b>	<b>\$178,923</b>	<b>\$1,050,043</b>	<b>\$808,400</b>	<b>\$178,923</b>	<b>\$178,923</b>	<b>\$178,923</b>	<b>\$188,923</b>	<b>\$178,923</b>
<b>Levy</b>													
Corporate	\$0	\$0	\$10,313	\$107,500	\$17,500	\$17,500	\$31,000	\$17,500	\$17,500	\$17,500	\$34,000	\$17,500	\$17,500
Finance	\$0	\$0	\$0	\$8,000	\$1,550	\$0	\$0	\$0	\$10,000	\$1,550	\$0	\$0	\$0
Fire and Rescue	\$0	\$0	\$0	\$15,105	\$165,682	\$801,750	\$71,824	\$72,060	\$75,380	\$75,685	\$102,800	\$70,712	\$73,655
ORC	\$0	\$0	\$0	\$0	\$15,000	\$15,000	\$20,000	\$20,000	\$15,000	\$20,000	\$20,000	\$15,000	\$15,000
Parks	\$0	\$0	\$0	\$0	\$30,000	\$40,000	\$279,449	\$216,103	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
PCC	\$0	\$0	\$0	\$0	\$20,000	\$20,000	\$15,000	\$15,000	\$15,000	\$27,500	\$38,000	\$25,000	\$15,000
Public Works	\$0	\$0	\$0	\$560,244	\$743,300	\$463,266	\$386,097	\$542,377	\$557,449	\$1,005,577	\$876,577	\$864,957	\$975,077
Municipal Office	\$0	\$0	\$0	\$0	\$52,400	\$40,000	\$46,000	\$54,000	\$135,500	\$348,900	\$135,500	\$170,150	\$170,150
<b>Levy Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,313</b>	<b>\$690,849</b>	<b>\$1,045,432</b>	<b>\$1,397,516</b>	<b>\$849,370</b>	<b>\$937,040</b>	<b>\$855,829</b>	<b>\$1,526,712</b>	<b>\$1,236,877</b>	<b>\$1,193,319</b>	<b>\$1,296,382</b>
<b>Discretionary_Reserves</b>													
Building	\$0	\$0	\$0	\$9,000	\$0	\$6,000	\$6,000	\$0	\$9,000	\$33,000	\$6,000	\$6,000	\$0
Corporate	\$99,268	\$7,500	\$10,617	\$0	\$25,000	\$15,000	\$1,500	\$0	\$0	\$25,000	\$0	\$0	\$0
Fire and Rescue	\$0	\$0	\$0	\$4,611	\$26,113	\$575,050	\$4,500	\$19,500	\$9,000	\$23,050	\$490,500	\$19,500	\$0
ORC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000	\$0
Parks	\$0	\$0	\$0	\$35,000	\$0	\$0	\$50,000	\$289,000	\$0	\$0	\$0	\$95,000	\$0
PCC	\$0	\$0	\$0	\$11,000	\$0	\$90,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Works	\$0	\$0	\$0	\$100,000	\$250,000	\$510,000	\$250,000	\$350,000	\$225,000	\$0	\$87,000	\$0	\$250,000
Municipal Office	\$0	\$0	\$0	\$27,500	\$3,100	\$2,500	\$4,000	\$6,000	\$115,500	\$168,100	\$115,500	\$80,850	\$80,850
<b>Discretionary_Reserves Total</b>	<b>\$99,268</b>	<b>\$7,500</b>	<b>\$10,617</b>	<b>\$187,111</b>	<b>\$304,213</b>	<b>\$1,198,550</b>	<b>\$316,000</b>	<b>\$664,500</b>	<b>\$358,500</b>	<b>\$249,150</b>	<b>\$699,000</b>	<b>\$209,350</b>	<b>\$330,850</b>
<b>Restricted_Reserves</b>													
Corporate	\$0	\$0	\$17,120	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,500	\$0	\$0
Finance	\$0	\$0	\$0	\$0	\$13,950	\$0	\$0	\$0	\$0	\$13,950	\$0	\$0	\$0
Fire and Rescue	\$0	\$0	\$0	\$4,859	\$275,000	\$0	\$0	\$0	\$0	\$0	\$26,400	\$0	\$0
Parks	\$0	\$0	\$0	\$0	\$0	\$0	\$175,000	\$60,000	\$0	\$0	\$0	\$5,000	\$0
PCC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$27,000	\$0	\$0
Public Works	\$0	\$0	\$0	\$289,420	\$261,179	\$301,011	\$286,480	\$313,600	\$305,028	\$298,000	\$337,000	\$320,620	\$278,500
<b>Restricted_Reserves Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$17,120</b>	<b>\$294,279</b>	<b>\$550,129</b>	<b>\$301,011</b>	<b>\$461,480</b>	<b>\$373,600</b>	<b>\$305,028</b>	<b>\$311,950</b>	<b>\$403,900</b>	<b>\$325,620</b>	<b>\$278,500</b>
<b>Grand Total</b>	<b>\$99,268</b>	<b>\$15,000</b>	<b>\$94,300</b>	<b>\$1,597,575</b>	<b>\$2,079,195</b>	<b>\$3,076,000</b>	<b>\$2,676,893</b>	<b>\$2,783,540</b>	<b>\$1,698,280</b>	<b>\$2,266,735</b>	<b>\$2,518,700</b>	<b>\$1,917,212</b>	<b>\$2,084,655</b>

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Capital Summary - Funding Sources by Year Graph



2018 Proposed Capital Program

Department	Total	Levy	Federal Gas Tax Rebate	Discretionary_ Reserves	Restricted_ Reserves	Grant
Corporate	370,000	107,500	-	-	-	262,500
Municipal Office	27,500	-	-	27,500	-	-
Finance	58,000	8,000	-	-	-	50,000
Building	9,000	-	-	9,000	-	-
Planning	-	-	-	-	-	-
Public Works	1,057,500	560,244	220,000	100,000	69,420	107,836
Fire and Rescue	24,575	15,105	-	4,611	4,859	-
Parks	40,000	-	-	35,000	-	5,000
ORC	-	-	-	-	-	-
PCC	11,000	-	-	11,000	-	-
<b>Total</b>	<b>1,597,575</b>	<b>690,849</b>	<b>220,000</b>	<b>187,111</b>	<b>74,279</b>	<b>425,336</b>

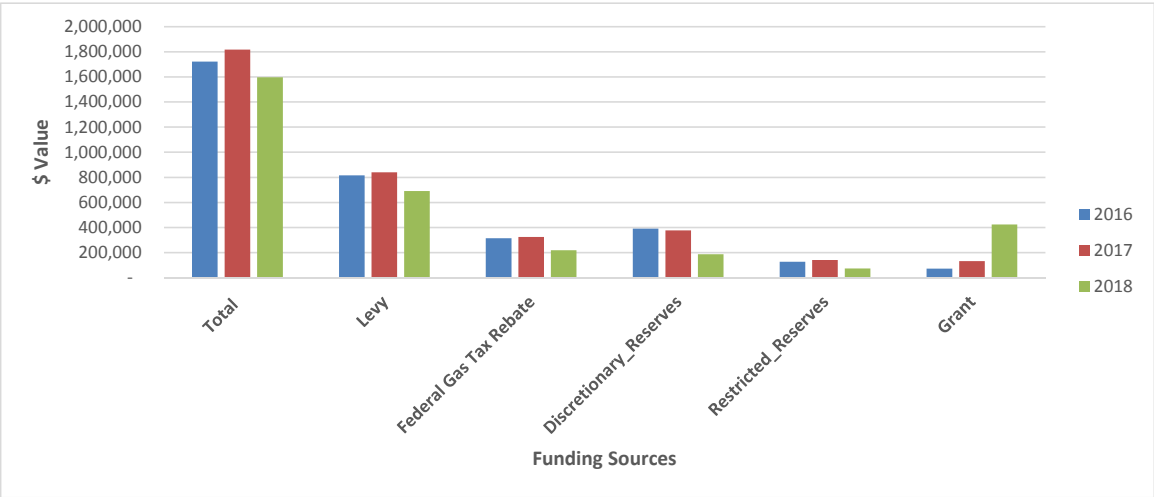
2017 Approved Capital Program

Department	Total	Levy	Federal Gas Tax Rebate	Discretionary_ Reserves	Restricted_ Reserves	Grant
Corporate	131,680	57,813	-	9,180	8,438	56,250
Finance	10,000	10,000	-	-	-	-
Building	35,000	-	-	35,000	-	-
Planning	-	-	-	-	-	-
Public Works	1,303,200	585,898	325,000	206,500	109,980	75,822
Fire and Rescue	153,489	79,655	-	50,784	23,050	-
Parks	30,000	30,000	-	-	-	-
ORC	91,500	15,000	-	76,500	-	-
PCC	15,000	15,000	-	-	-	-
Badenoch	47,500	47,500	-	-	-	-
<b>Total</b>	<b>1,817,369</b>	<b>840,866</b>	<b>325,000</b>	<b>377,964</b>	<b>141,468</b>	<b>132,072</b>

2016 Approved Capital Program

Department	Total	Levy	Federal Gas Tax Rebate	Discretionary_ Reserves	Restricted_ Reserves	Grant
Corporate	107,600	50,100	-	50,000	-	7,500
Finance	25,000	25,000	-	-	-	-
Building	-	-	-	-	-	-
Planning	80,000	72,800	-	-	7,200	-
Public Works	1,134,100	631,358	315,000	100,000	44,864	42,878
Fire and Rescue	310,712	10,712	-	225,000	75,000	-
Parks	-	-	-	-	-	-
ORC	-	-	-	-	-	-
PCC	54,000	16,000	-	16,189	-	21,811
Badenoch	10,000	10,000	-	-	-	-
<b>Total</b>	<b>1,721,412</b>	<b>815,970</b>	<b>315,000</b>	<b>391,189</b>	<b>127,064</b>	<b>72,189</b>

2018 Proposed Capital Budget Compared to the 2017 and 2016 Approved Capital Budget Funding Comparisons





**2018 Proposed Ten Year Plan**

Department	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Corporate			370,000	42,500	32,500	32,500	17,500	17,500	42,500	47,500	17,500	17,500
Municipal Office			27,500	55,500	42,500	50,000	60,000	261,000	527,000	261,000	261,000	261,000
Finance			58,000	15,500	-	-	-	10,000	15,500	-	-	-
Building			9,000	-	6,000	6,000	-	9,000	33,000	6,000	6,000	-
Planning			-	-	-	-	-	-	-	-	-	-
Public Works			1,057,500	1,433,900	1,443,200	1,091,500	1,374,900	1,256,400	1,472,500	1,469,500	1,354,500	1,672,500
Fire and Rescue			24,575	466,795	1,376,800	76,324	91,560	84,380	98,735	619,700	90,212	73,655
Parks			40,000	30,000	40,000	1,385,569	1,204,580	30,000	30,000	30,000	140,000	30,000
ORC			-	15,000	15,000	20,000	20,000	15,000	20,000	20,000	23,000	15,000
PCC			11,000	20,000	120,000	15,000	15,000	15,000	27,500	65,000	25,000	15,000
<b>Total</b>	<b>1,721,412</b>	<b>1,817,369</b>	<b>1,597,575</b>	<b>2,079,195</b>	<b>3,076,000</b>	<b>2,676,893</b>	<b>2,783,540</b>	<b>1,698,280</b>	<b>2,266,735</b>	<b>2,518,700</b>	<b>1,917,212</b>	<b>2,084,655</b>
Change from previous year	-	95,957	(219,794)	481,620	996,805	(399,107)	106,647	(1,085,260)	568,455	251,965	(601,488)	167,443
										<b>10 year total</b>		<b>22,698,785</b>
										<b>yearly average</b>		<b>2,269,878</b>

**2017 Ten Year Plan**

Department	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Corporate		131,680	105,000	331,500	328,500	351,000	346,000	336,000	326,000	115,000	85,000	
Finance		10,000	10,000	15,500	0	0	0	10,000	15,500	0	0	
Building		35,000	0	0	6,000	6,000	35,000	0	0	0	33,000	
Planning		0	0	0	0	0	0	0	0	0	0	
Public Works		1,303,200	1,297,500	1,481,300	1,313,200	1,336,500	1,342,500	1,306,400	1,397,500	1,492,500	1,844,500	
Fire and Rescue		153,489	448,930	813,124	695,050	136,324	172,560	144,380	158,735	658,700	150,212	
Parks		30,000	90,000	310,000	170,000	360,000	60,000	60,000	60,000	60,000	170,000	
ORC		91,500	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	38,000	
PCC		15,000	130,000	35,000	135,000	30,000	30,000	30,000	42,500	80,000	40,000	
Badenoch		47,500	0	0	0	0	0	0	0	0	0	
<b>Total</b>	<b>1,721,412</b>	<b>1,817,369</b>	<b>2,111,430</b>	<b>3,016,424</b>	<b>2,677,750</b>	<b>2,249,824</b>	<b>2,016,060</b>	<b>1,916,780</b>	<b>2,030,235</b>	<b>2,436,200</b>	<b>2,360,712</b>	<b>0</b>
Change from previous year		95,957	294,061	904,994	-338,674	-427,926	-233,764	-99,280	113,455	405,965	-75,488	
										<b>10 year total</b>		<b>22,632,784</b>
										<b>yearly average</b>		<b>2,263,278</b>

2016 Ten Year Plan

Department	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Corporate	107,600	95,000	95,000	321,500	368,500	336,000	356,000	306,000	316,000	105,000		
Finance	25,000	10,000	10,000	17,113	-	-	-	-	-	-		
Building	-	-	35,000	-	-	-	-	-	-	-	33,000	
Planning	80,000	-	-	-	-	-	-	-	-	-		
Public Works	1,134,100	1,897,800	1,345,400	1,636,600	1,305,500	1,346,300	1,307,500	1,311,400	1,377,500	1,162,500		
Fire and Rescue	310,712	481,924	820,072	132,182	504,842	136,891	154,460	145,880	135,685	689,890		
Parks	-	340,000	400,000	310,000	60,000	60,000	60,000	60,000	60,000	60,000		
ORC	-	110,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000		
PCC	54,000	30,000	130,000	35,000	135,000	30,000	30,000	30,000	47,500	90,000		
Badenoch	10,000	47,500	7,500	30,000	150,000	150,000	-	-	13,500	-		
<b>Total</b>	<b>1,721,412</b>	<b>3,012,224</b>	<b>2,872,972</b>	<b>2,512,395</b>	<b>2,553,842</b>	<b>2,089,191</b>	<b>1,937,960</b>	<b>1,883,280</b>	<b>1,980,185</b>	<b>2,170,390</b>		<b>-</b>
Change from previous year		1,290,812	(139,252)	(360,577)	41,447	(464,651)	(151,231)	(54,680)	96,905	190,205		-
								<b>10 year total</b>		<b>22,733,851</b>		-
								<b>yearly average</b>		<b>2,273,385</b>		-

2017 Proposed Ten Year Plan Compared to the 2015 and 2016 Ten Year Plans

