



## REPORT FIN-2016-026

---

TO: Mayor and Members of Council

FROM: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: October 26, 2016

SUBJECT: 2017 Proposed Budget  
File No. F26 CAP and F26 OPE

---

### RECOMMENDATIONS

That Report FIN-2016-026 regarding the 2017 Proposed Budget be received.

### DISCUSSION

#### **Purpose**

The purpose of this report is to:

1. Provide Council with information regarding the 2017 Proposed Budget. The 2017 Proposed Operating Budget is included as Schedule A to this report. The 2017 Expense, Reserve Transfers, and Revenue Summary is included as Schedule B to this report.
2. Present Capital Budget changes that have occurred based on the discussions that took place at the October 12, 2016 capital budget meeting. The 2014 to 2026 Capital Plan Summaries including 2017 Capital Budget Sheets are included as Schedule C to this report. The Capital Projects by Year for each department with total budgeted costs is included as Schedule D to this report.

The estimated balances in discretionary reserves and restricted reserves will be discussed at an upcoming Council meeting.

#### **Background**

On October 12, 2016 Council received report FIN-2016-023 2017 Proposed Capital Budget. The following table was presented to Council to summarize the proposed Capital Budget.

|                                    | <b>2016<br/>Approved<br/>Budget</b> | <b>2017<br/>Proposed<br/>Budget</b> | <b>Difference</b> | <b>Tax Impact</b> |
|------------------------------------|-------------------------------------|-------------------------------------|-------------------|-------------------|
| <b>Total Capital Taxation Levy</b> | \$815,970                           | \$956,668                           | \$140,698         | 4.14%             |

## **Capital Budget Updates**

Outlined below are the revisions made to the Capital Budget and Forecast.

### **Fire and Rescue Pick-up Truck**

Based on discussions with Dan Wilson from Watson & Associates, the pickup truck must have a useful life of seven years in order to be funded by Fire and Rescue development charges.

The original capital budget included a Fire pickup truck for 2017 and 2022. Schedule C and D to this report has revised the replacement period to 2024.

### **Replacement of Lighting, Poles and Bleachers at Ball Diamonds**

The Capital Budget and Forecast has been updated to only include the replacement of lighting, poles and bleachers at one ball diamond with the location to be determined in 2019 at \$250,000.

The previous Capital Budget had included an amount of \$250,000 in 2019 and \$250,000 in 2018 for the Puslinch Community Centre and the Old Morriston ball diamonds respectively.

### **Badenoch Cost Centre**

Only capital items proposed for 2016 and 2017 are included in Schedule C and D to this report.

### **Traffic Calming Streetscaping Morriston**

This project was included in the 2017 Capital Budget funded at \$71,515 taxation levy and \$15,600 development charges. In the revised Capital Budget and Forecast, this project has been deferred to 2019.

## Current Tax Levy Impact

Based on the 2016 returned assessment roll, each additional \$34,000 of taxes levied results in a 1% tax rate increase for the Township portion of taxes.

Outlined below is the proposed 2017 tax levy for capital and operating purposes.

|                                      | <b>2016<br/>Approved<br/>Budget</b> | <b>2017<br/>Proposed<br/>Budget</b> | <b>Difference</b> | <b>Estimated<br/>Tax Rate<br/>Impact</b> |
|--------------------------------------|-------------------------------------|-------------------------------------|-------------------|--|
| <b>Total Capital Taxation Levy</b>   | \$815,970                           | \$885,153                           | \$69,183          | 2.04%                                    |
| <b>Total Operating Taxation Levy</b> | \$2,680,655                         | \$2,543,723                         | \$(136,932)       | (4.03%)                                  |
| <b>Total Municipal Taxation Levy</b> | \$3,496,625                         | \$3,428,876                         | \$(67,749)        | (1.99%)                                  |

The estimated 1.99% tax rate decrease in the 2017 proposed budget includes the following:

- \$232,500 contributions to capital working reserves
- excludes a cost of living adjustment
- excludes base budget increases for operating purposes which will be presented to Council at an upcoming Council meeting

## Committee Discussion

Township staff met with the Recreation Committee on October 18, 2016 to present as information the Puslinch Community Centre, Optimist Recreation Centre, and Parks proposed 2017 Capital Budget and Forecast and the proposed 2017 Operating Budget.

## Grants Requested

Township staff sent correspondence to organizations who have requested grant funding from the Township. Township staff requested detailed information regarding the grant request, 2016 financial statements, and 2017 operating budgets. The applications are attached in Schedule E of this report.

| <b>Organization</b>                              | <b>2014<br/>Actual</b> | <b>2015<br/>Actual</b> | <b>2016<br/>Actual</b> | <b>2017<br/>Request</b>                  |
|--|------------------------|------------------------|------------------------|--|
| Aberfoyle Agricultural Society                   | \$3,000                | \$3,000                | \$3,000                | \$3,000                                  |
| Community Oriented Policing                      | \$500                  | \$500                  | \$500                  | \$500                                    |
| Ellis Chapel                                     | \$250                  | 0                      | 0                      | 0  |
| Friends of Mill Creek – Grand River              | \$1,250                | \$1,250                | \$1,250                | \$2,500                                  |
| Kiwanis Music Festival of Guelph                 | \$100                  | \$100                  | 0                      | 0  |
| Puslinch Lake Conservation Association           | \$25,000               | \$25,000               | \$25,000               | Assumed<br>\$25,000 - No<br>Request Sent |
| Sunrise Therapeutic Riding and Learning Centre   | \$2,500                | \$2,500                | \$2,500                | \$2,500                                  |
| Wellington Farm and Home Safety Association      | \$125                  | \$125                  | \$125                  | Assumed<br>\$125 - No<br>Request Sent    |
| Wellington County Plowmens Association           | \$100                  | \$100                  | \$100                  | \$100                                    |
| <b>Subtotal of Grants – Finance Cost Centre</b>  | <b>\$32,825</b>        | <b>\$32,575</b>        | <b>\$32,475</b>        | <b>\$33,725</b>                          |
| Badenoch Community Centre – Badenoch Cost Centre | \$1,000                | \$1,000                | \$2,000                | \$2,000                                  |
| <b>Total Grants</b>                              | <b>33,825</b>          | <b>33,575</b>          | <b>34,475</b>          | <b>35,725</b>                            |

### Cost of Living Adjustment

Summarized below are the cost of living adjustments (COLA) being considered or approved by the comparator municipalities used in the Township's 2014 Pay Equity Study and the local municipalities of the County of Wellington, including the County of Wellington.

The average approved COLA in these municipalities amounted to 1.44% in 2014, 1.93% in 2015, and 1.60% in 2016. The Township's approved COLA was 1.0% in 2014, 2.0% in 2015, and 1.2% in 2016.

Staff's recommendation in Report FIN-2015-035 is that COLA be tied to the Consumer Price Index (CPI) for Ontario from August to August. CPI increased 1.50% from August 2015 to August 2016. The following table shows that many municipalities have not determined the COLA for 2017 but it also shows that many use CPI as a benchmark.

| Municipality       | 2014         | 2015         | 2016          | 2017                      | How is COLA determined?  |
|--------------------|--------------|--------------|---------------|---------------------------|--|
| Blandford-Blenheim | 1.00%        | 2.00%        | 1.20%         | 1.50%                     | Proposed based on Ontario CPI from August 2015 to August 2016.   |
| Centre Wellington  | 1.60%        | 1.75%        | 1.90%         | N/A - by the end of 2016  | Negotiations with Employee Association for another 4 year agreement effective January 1, 2017.                     |
| Erin               | 2.00%        | 1.50%        | 1.90%         | N/A                       | Bank of Canada Forecast  |
| Guelph-Eramosa     | 1.00%        | 2.00%        | 1.70%         | 1.00% to 1.25% - Proposed | Based on feedback received on various collective agreements in other municipalities.                               |
| Mapleton           | 2.50%        | 2.50%        | Not available | Not available             |  |
| Minto              | 0.00%        | 2.00%        | 1.00%         | N/A                       | October CPI  |
| Mono               | 1.30%        | 2.00%        | 1.70%         | N/A - by October 25, 2016 | Statistics Canada CPI  |
| Wellesley          | 1.50%        | 2.00%        | 1.50%         | 1.75% - Proposed          | 1.75% proposed for non-union staff to match CUPE collective agreement for unionized workers.                       |
| Wellington County  | 2.00%        | 2.00%        | 2.00%         | 2.00% - Proposed          | Human Resources department takes part in salary surveys and has access to public sector and CUPE wage comparators. |
| Wellington North   | 1.50%        | 1.50%        | 1.50%         | N/A                       | Statistics Canada CPI  |
| <b>Average</b>     | <b>1.44%</b> | <b>1.93%</b> | <b>1.60%</b>  | <b>1.59%</b>              |  |
| <b>Puslinch</b>    | <b>1.00%</b> | <b>2.00%</b> | <b>1.20%</b>  | <b>1.50%</b>              | Proposed based on Ontario CPI from August 2015 to August 2016.   |
|                    |              |              |               |                           |  |

The budget impact of including a COLA of 1.50% is \$24,750 increase or 0.71% tax rate impact.

### Staff Resourcing – 2017

As Council is aware, the Township recently filled the position of Deputy Clerk. Currently, the Deputy Clerk responsibilities no longer include the following:

- Develop, administer and monitor the annual operating and capital budgets for the PCC.
- Oversee, manage and approve expenditures in compliance with Township By-laws, policies and procedures for the PCC.

- Supervise the Recreation Customer Service Representative, Part-time Custodian and Bartenders.

Further, at this time the Customer Service Representative (CSR) responsibilities are resourced through the use of a temporary service agency. The CSR position was filled in May utilizing a temporary service agency as a result of the Legislative Assistant role being filled through the secondment of the previous CSR.

In 2015, through consideration of Report ADM-2015-010, Council authorized the allocation of 2015 surplus funds in the amount of \$26,915 to fund the temporary conversion of the permanent part-time Legislative Assistant to a full-time contract position for a period of one year to assist with:

- meeting the Township's obligations introduced through the Public Sector and MPP Accountability and Transparency Act, 2014 regarding the maintenance and management of corporate records
- 2016 International Plowing Match
- Development file review
- Agreement tracking

The Legislative Assistant role is currently vacant due to the incumbent relocating abroad. Temporary contract assistance (4 days a week) has been retained in order to continue work on the above tasks.

The above noted vacancies provide an ideal opportunity to consider how to best fulfill the needs across the corporation.

It is recommended that staff evaluate and consider:

- Merging fire department administrative responsibilities with other administrative responsibilities in the organization
- Opportunities for realigning all customer service related functions
- Opportunities to redistribute the Puslinch Community Centre responsibilities previously included in the role of the Deputy Clerk
- Opportunities to coordinate facility maintenance for all Township buildings
- Opportunities to merge parks and facility responsibilities
- Establishment and collection of statistical data as it relates to fire as outlined below at the Council meeting held on October 6, 2016.
  - Chart outlining current public education functions and programs in chart format and the number of staff that attend
  - Outline what new public education programs are proposed
  - Number of investigations carried out for new and existing buildings
  - Number of complaints
  - Number of inquiries
  - Number of inspections
  - Number of charges laid

- Number of court appearances
- Collection of data outlined above corporately. ie. By-law enforcement

As an initial step, Township staff have met individually with the CAO/Clerk to share ideas on how to best utilize Township resources. A collective meeting was also held with all staff to review the summary of suggestions and to seek additional input. Staff will report back at an upcoming Council meeting.

## **FINANCIAL IMPLICATIONS**

Discussed throughout this report.

## **APPLICABLE LEGISLATION AND REQUIREMENTS**

Municipal Act, 2001

## **ATTACHMENTS**

Schedule A – 2017 Proposed Operating Budget

Schedule B – 2017 Expense, Reserve Transfers, and Revenue Summary

Schedule C – 2014 to 2026 Capital Plan Summaries including 2017 Capital Budget Sheets

Schedule D – Capital Projects by Year

Schedule E – Requests for Grants

Schedule E.1 Aberfoyle Agricultural Society

Schedule E.2 Community Oriented Policing

Schedule E.3 Friends of Mill Creek – Grand River

Schedule E.4 Sunrise Therapeutic Riding and Learning Centre

Schedule E.5 Wellington County Plowmens Association

Schedule E.6 Badenoch Community Centre

**Proposed 2017 Operating Budget**

|   | 2014 Actuals     | 2015 Actuals     | 2016 YTD         | 2016 Budget      | 2017 Budget Draft 1 |
|---|------------------|------------------|------------------|------------------|---------------------|
| <b>Administration</b>                                 |                  |                  |                  |                  |                     |
| Expenditures  |                  |                  |                  |                  |                     |
| FT Wages  | \$202,704        | \$220,356        | \$172,716        | \$262,932        | \$197,710           |
| PT Wages  | \$117,485        | \$29,116         | \$13,554         | \$4,403          | \$30,220            |
| OT Wages  | \$0              | \$0              | \$0              | \$500            | \$500               |
| FT Wage Related Expenses                              | \$34,901         | \$37,300         | \$31,076         | \$40,581         | \$34,016            |
| PT Wage Related Expenses                              | \$5,528          | \$2,527          | \$922            | \$387            | \$2,775             |
| Manulife Benefits                                     | \$32,569         | \$21,729         | \$16,586         | \$28,891         | \$21,644            |
| WSIB  | \$4,587          | \$5,613          | \$4,951          | \$6,299          | \$5,501             |
| Office Supplies & Equipment                           | \$2,125          | \$1,258          | \$581            | \$2,100          | \$1,500             |
| Water Protection                                      | \$112            | \$131            | \$88             | \$120            | \$120               |
| Communication (phone, fax, intern)                    | \$804            | \$599            | \$562            | \$400            | \$800               |
| Professional Fees - Legal                             | \$66,502         | \$8,463          | \$12,151         | \$27,100         | \$22,000            |
| Professional Fees - Engineering & Environmental       | \$14,407         | \$14,479         | \$22,530         | \$30,762         | \$31,500            |
| Events and Other                                      | \$10,241         | \$6,075          | \$2,435          | \$9,000          | \$9,000             |
| Mileage   | \$3,244          | \$539            | \$881            | \$500            | \$500               |
| Professional Development                              | \$12,519         | \$15,356         | \$2,121          | \$18,240         | \$17,740            |
| Membership and Subscription Fees                      | \$5,338          | \$8,490          | \$8,760          | \$8,685          | \$8,685             |
| Employee Travel - Meals                               | \$838            | \$135            | \$0              | \$400            | \$400               |
| Employee Travel - Accom/Parking                       | \$4,471          | \$831            | \$460            | \$1,000          | \$650               |
| Employee Travel - Air Fare                            | \$488            | \$374            | \$0              | \$500            | \$500               |
| Insurance   | \$46,902         | \$18,152         | \$35,279         | \$45,262         | \$45,985            |
| Advertising   | \$2,650          | \$2,469          | \$2,353          | \$2,350          | \$2,350             |
| Water Monitoring                                      | \$10,629         | \$4,295          | \$1,919          | \$5,000          | \$2,500             |
| Contract Services                                     | \$200            | \$0              | \$0              | \$500            | \$500               |
| <b>Expenditures Total</b>                             | <b>\$579,244</b> | <b>\$398,286</b> | <b>\$329,926</b> | <b>\$495,912</b> | <b>\$437,096</b>    |
| ReserveTransfers                                      |                  |                  |                  |                  |                     |
| Transfer from Operating Carryforward                  | \$0              | \$0              | \$0              | -\$26,915        | \$0                 |
| Contribution to Legal Contingency Working Reserve     | \$5,000          | \$5,000          | \$5,000          | \$5,000          | \$5,000             |
| Transfer from Legal Contingency                       | -\$44,033        | -\$204           | \$0              | -\$10,000        | -\$10,000           |
| Transfer from Insurance Contingency                   | -\$16,674        | \$0              | \$0              | -\$10,000        | -\$10,000           |
| Contribution to Insurance Contingency Working Reserve | \$66,502         | \$8,463          | \$5,000          | \$5,000          | \$5,000             |



|  | 2014 Actuals    | 2015 Actuals     | 2016 YTD         | 2016 Budget      | 2017 Budget Draft 1 |
|--|-----------------|------------------|------------------|------------------|---------------------|
| <b>ReserveTransfers Total</b>                | <b>\$10,795</b> | <b>\$13,259</b>  | <b>\$10,000</b>  | <b>-\$36,915</b> | <b>-\$10,000</b>    |
|  |                 |                  |                  |                  |                     |
| Revenues                                     |                 |                  |                  |                  |                     |
| Signature of Commissioner and FOI Requests   | -\$170          | -\$570           | -\$615           | -\$500           | -\$500              |
| Engineering and Environmental Fees Recovered | -\$2,038        | -\$17,188        | -\$12,597        | -\$7,000         | -\$10,000           |
| Recoveries from Staff Events                 | -\$961          | -\$898           | \$0              | -\$950           | -\$950              |
| Other recoveries                             | -\$1,180        | \$0              | -\$1,329         | \$0              | \$0                 |
| <b>Revenues Total</b>                        | <b>-\$4,348</b> | <b>-\$18,656</b> | <b>-\$14,541</b> | <b>-\$8,450</b>  | <b>-\$11,450</b>    |
|  |                 |                  |                  |                  |                     |

|                            | 2014 Actuals   | 2015 Actuals   | 2016 YTD        | 2016 Budget     | 2017 Budget Draft 1 |
|----------------------------|----------------|----------------|-----------------|-----------------|---------------------|
| <b>Badenoch</b>            |                |                |                 |                 |                     |
| Expenditures               |                |                |                 |                 |                     |
| Structural Audit           | \$3,694        | \$0            | \$0             | \$0             | \$0                 |
| Interior Maintenance Costs | \$3,736        | \$1,068        | \$102           | \$0             | \$0                 |
| Exterior Maintenance Costs | \$314          | \$0            | \$119           | \$0             | \$0                 |
| Water Protection           | \$61           | \$46           | \$44            | \$65            | \$65                |
| Insurance                  | \$0            | \$0            | \$12,829        | \$12,823        | \$13,086            |
| Contract Services          | \$109          | \$0            | \$0             | \$150           | \$150               |
| Badenoch Comm Ctr Grant    | \$1,000        | \$1,000        | \$2,000         | \$2,000         | \$2,000             |
| <b>Expenditures Total</b>  | <b>\$8,914</b> | <b>\$2,114</b> | <b>\$15,093</b> | <b>\$15,038</b> | <b>\$15,301</b>     |
|                            |                |                |                 |                 |                     |
| Revenues                   |                |                |                 |                 |                     |
| Badenoch Rental Revenue    | \$0            | -\$10          | -\$10           | -\$10           | -\$10               |
| <b>Revenues Total</b>      | <b>\$0</b>     | <b>-\$10</b>   | <b>-\$10</b>    | <b>-\$10</b>    | <b>-\$10</b>        |
|                            |                |                |                 |                 |                     |

|                                     | 2014 Actuals | 2015 Actuals | 2016 YTD  | 2016 Budget | 2017 Budget Draft 1 |
|-------------------------------------|--------------|--------------|-----------|-------------|---------------------|
| <b>Building</b>                     |              |              |           |             |                     |
| Expenditures                        |              |              |           |             |                     |
| FT Wages                            | \$165,596    | \$183,625    | \$145,978 | \$193,616   | \$195,085           |
| PT Wages                            | \$2,144      | \$1,618      | \$537     | \$1,761     | \$0                 |
| OT Wages                            | \$0          | \$240        | \$0       | \$500       | \$500               |
| FT Wage Related Expenses            | \$29,975     | \$32,584     | \$27,134  | \$33,228    | \$34,109            |
| PT Wage Related Expenses            | \$43         | \$122        | \$28      | \$155       | \$0                 |
| Manulife Benefits                   | \$17,728     | \$21,688     | \$16,297  | \$21,773    | \$23,277            |
| WSIB                                | \$3,761      | \$5,703      | \$4,657   | \$5,501     | \$5,848             |
| Structural Audit                    | \$1,108      | \$0          | \$0       | \$0         | \$0                 |
| Computer Software & Hardware        | \$875        | \$1,505      | \$0       | \$1,000     | \$250               |
| Office Supplies                     | \$3,862      | \$6,597      | \$3,122   | \$4,480     | \$4,500             |
| Hydro                               | \$2,137      | \$2,681      | \$2,309   | \$2,571     | \$3,100             |
| Heat                                | \$1,394      | \$1,565      | \$983     | \$1,410     | \$1,140             |
| Fuel                                | \$7,995      | \$5,521      | \$0       | \$8,155     | \$8,155             |
| Water Protection                    | \$48         | \$65         | \$46      | \$100       | \$100               |
| Signage                             | \$73         | \$0          | \$0       | \$100       | \$100               |
| Cleaning, Maint & supplies for Bldg | \$2,337      | \$3,730      | \$3,003   | \$1,500     | \$3,480             |
| Kitchen Supplies and Equipment      | \$1,128      | \$796        | \$519     | \$1,000     | \$1,000             |
| Vehicle Maintenance                 | \$726        | \$3,622      | \$301     | \$1,900     | \$1,200             |
| Outdoor Maintenance of Building     | \$101        | \$317        | \$71      | \$300       | \$300               |
| Postage                             | \$4,037      | \$2,773      | \$2,467   | \$4,275     | \$4,275             |
| Professional Fees - Legal           | \$13,066     | \$2,856      | \$13,349  | \$5,900     | \$10,450            |
| Professional Fees - Audit           | \$7,083      | \$5,983      | \$5,836   | \$6,000     | \$6,000             |
| Professional Fees - Engineering     | \$1,298      | \$539        | \$237     | \$2,000     | \$2,000             |
| Mileage                             | \$63         | \$585        | \$0       | \$250       | \$500               |
| Professional Development            | \$7,617      | \$8,134      | \$1,218   | \$12,190    | \$12,000            |
| Membership and Subscription Fees    | \$1,023      | \$2,683      | \$2,602   | \$2,810     | \$2,810             |
| Employee Travel - Meals             | \$239        | \$929        | \$0       | \$1,000     | \$1,500             |
| Insurance                           | \$15,278     | \$9,616      | \$18,372  | \$18,376    | \$18,739            |
| Advertising                         | \$1,363      | \$130        | \$59      | \$750       | \$250               |
| Vehicle Plates                      | \$272        | \$185        | \$0       | \$283       | \$309               |
| Contract Services                   | \$26,298     | \$25,107     | \$16,921  | \$25,000    | \$24,000            |
| Clothing, Safety Allowance          | \$1,044      | \$550        | \$294     | \$700       | \$700               |

|   | 2014 Actuals      | 2015 Actuals      | 2016 YTD          | 2016 Budget       | 2017 Budget Draft 1 |
|---|-------------------|-------------------|-------------------|-------------------|---------------------|
| Emergency Management                                    | \$813             | \$979             | \$891             | \$960             | \$960               |
| Service Charges   | \$652             | \$586             | \$445             | \$600             | \$600               |
| <b>Expenditures Total</b>                               | <b>\$326,982</b>  | <b>\$338,668</b>  | <b>\$269,678</b>  | <b>\$367,144</b>  | <b>\$373,238</b>    |
| ReserveTransfers  |                   |                   |                   |                   |                     |
| Contribution to Building Surplus RF                     | \$0               | \$20,429          | \$112,405         | \$0               | \$0                 |
| Transfer from Building Reserve Fund                     | -\$18,897         | \$0               | \$0               | -\$61,474         | -\$18,334           |
| <b>ReserveTransfers Total</b>                           | <b>-\$18,897</b>  | <b>\$20,429</b>   | <b>\$112,405</b>  | <b>-\$61,474</b>  | <b>-\$18,334</b>    |
| Revenues  |                   |                   |                   |                   |                     |
| Reproduction of Drawings Fees                           | -\$250            | -\$100            | -\$250            | -\$250            | -\$250              |
| Other recoveries  | \$0               | -\$13,305         | -\$183            | -\$500            | -\$500              |
| Designated Structures Permit                            | -\$2,333          | -\$4,700          | -\$1,632          | -\$816            | -\$2,080            |
| Tent or Marquee Application Fee                         | \$0               | \$0               | -\$765            | -\$1,020          | -\$1,092            |
| Deferral of Revocation of Permit                        | -\$4,850          | -\$6,424          | -\$306            | -\$306            | -\$624              |
| Reactivate Abandoned Permit                             | \$0               | \$0               | -\$306            | -\$153            | -\$780              |
| Transfer of Permit                                      | \$0               | \$0               | -\$459            | \$0               | -\$156              |
| Revision to a Permit                                    | \$0               | \$0               | -\$3,672          | -\$3,060          | -\$3,090            |
| Alternative Solution Application                        | \$0               | \$0               | -\$357            | -\$1,003          | -\$722              |
| Conditional Permits                                     | \$0               | \$0               | \$0               | \$0               | \$0                 |
| Residential Building Permits                            | -\$301,848        | -\$333,001        | -\$301,648        | -\$220,000        | -\$270,000          |
| Institutional, Commercial & Industrial Building Permits | \$0               | \$0               | -\$25,203         | -\$50,000         | -\$35,000           |
| Farm Building Permits                                   | \$0               | -\$2,916          | -\$3,847          | -\$2,400          | -\$3,000            |
| Demolition Permits                                      | \$0               | \$0               | -\$1,377          | -\$612            | -\$936              |
| Occupancy Permits                                       | \$0               | \$0               | -\$5,355          | \$0               | -\$4,680            |
| Sign Permits  | \$0               | \$0               | -\$255            | -\$255            | -\$1,300            |
| Sewage System Evaluation                                | \$0               | \$0               | -\$153            | -\$153            | -\$468              |
| Septic System Permit                                    | \$0               | \$0               | -\$29,376         | -\$24,480         | -\$25,000           |
| Special Inspection Fee                                  | -\$500            | -\$1,200          | -\$1,530          | -\$510            | \$0                 |
| Re-inspection fees                                      | \$0               | \$0               | -\$3,889          | -\$153            | -\$3,744            |
| Partial Inspection                                      | \$0               | \$0               | -\$1,520          | \$0               | -\$1,482            |
| <b>Revenues Total</b>                                   | <b>-\$309,780</b> | <b>-\$361,646</b> | <b>-\$382,083</b> | <b>-\$305,671</b> | <b>-\$354,904</b>   |

|   | 2014 Actuals    | 2015 Actuals     | 2016 YTD        | 2016 Budget      | 2017 Budget Draft 1 |
|---|-----------------|------------------|-----------------|------------------|---------------------|
| <b>By-law</b>                                       |                 |                  |                 |                  |                     |
| Expenditures  |                 |                  |                 |                  |                     |
| FT Wages  | \$12,711        | \$27,211         | \$18,826        | \$24,972         | \$25,233            |
| Per Diems   | \$1,792         | \$1,643          | \$682           | \$2,000          | \$2,000             |
| OT Wages  | \$0             | \$0              | \$0             | \$0              | \$0                 |
| FT Wage Related Expenses                            | \$2,391         | \$4,810          | \$3,425         | \$4,331          | \$4,471             |
| PT Wage Related Expenses                            | \$105           | \$0              | \$0             | \$0              | \$0                 |
| Manulife Benefits                                   | \$1,598         | \$3,676          | \$2,479         | \$3,299          | \$3,539             |
| WSIB  | \$300           | \$782            | \$559           | \$719            | \$770               |
| Office Supplies                                     | \$0             | \$1              | \$0             | \$250            | \$150               |
| Signage   | \$1,241         | \$1,048          | \$672           | \$1,300          | \$1,300             |
| Professional Fees - Legal                           | \$11,160        | \$52,099         | \$14,150        | \$24,500         | \$34,000            |
| Professional Fees - Engineering & Environmental     | \$20,265        | \$22,110         | \$5,654         | \$45,900         | \$6,000             |
| Mileage   | \$405           | \$434            | \$254           | \$500            | \$500               |
| Professional Development                            | \$15            | \$0              | \$0             | \$1,200          | \$1,200             |
| Membership and Subscription Fees                    | \$99            | \$180            | \$168           | \$250            | \$200               |
| Employee Travel - Meals                             | \$0             | \$0              | \$0             | \$50             | \$50                |
| Employee Travel - Accomodations                     | \$0             | \$0              | \$0             | \$250            | \$250               |
| Advertising   | \$678           | \$0              | \$0             | \$1,000          | \$1,000             |
| Permits   | \$180           | \$207            | \$213           | \$200            | \$220               |
| Contract Services                                   | \$6,817         | \$5,781          | \$1,173         | \$5,000          | \$6,000             |
| Livestock Loss                                      | \$950           | \$1,789          | -\$635          | \$2,000          | \$1,500             |
| <b>Expenditures Total</b>                           | <b>\$60,708</b> | <b>\$121,772</b> | <b>\$47,621</b> | <b>\$117,721</b> | <b>\$88,383</b>     |
|   |                 |                  |                 |                  |                     |
| Revenues  |                 |                  |                 |                  |                     |
| Lottery Licences                                    | -\$451          | -\$521           | -\$648          | -\$450           | -\$500              |
| Mobile Food Service                                 | \$0             | \$0              | \$0             | \$0              | \$0                 |
| Grading Fee - Pools                                 | \$0             | \$0              | -\$3,600        | -\$3,000         | \$0                 |
| Fence Viewer's Application                          | \$0             | \$0              | \$0             | \$0              | \$0                 |
| Engineering, Environmental and Legal Fees Recovered | -\$68,872       | -\$27,985        | -\$7,605        | -\$5,000         | -\$5,000            |
| Site Alteration Agreement                           | -\$2,324        | -\$3,090         | -\$1,163        | -\$500           | -\$500              |
| Other recoveries                                    | \$0             | -\$763           | -\$1,276        | \$0              | -\$1,000            |
| Ontario Wildlife Damage Compensation                | -\$30           | -\$1,849         | \$0             | -\$1,500         | -\$1,500            |
| Dog Tags and Kennel Licences                        | -\$10,583       | -\$11,425        | -\$12,323       | -\$12,000        | -\$12,500           |

|                                 | 2014 Actuals     | 2015 Actuals     | 2016 YTD         | 2016 Budget      | 2017 Budget Draft 1 |
|---------------------------------|------------------|------------------|------------------|------------------|---------------------|
| Municipal addressing signs      | -\$1,040         | -\$1,360         | -\$1,540         | -\$1,000         | -\$1,360            |
| Septic Compliance Letter        | -\$825           | -\$750           | -\$300           | -\$750           | -\$750              |
| Special Occasion Permit Letters | -\$6,735         | -\$4,650         | \$0              | -\$150           | -\$150              |
| Pool Enclosure Permit           | \$0              | \$0              | -\$4,284         | -\$2,856         | -\$3,150            |
| Inspection Permit - LCBO        | \$0              | \$0              | \$0              | -\$204           | -\$208              |
| Guelph Humane Society Fees      | -\$2,361         | -\$1,454         | \$0              | -\$1,836         | \$0                 |
| <b>Revenues Total</b>           | <b>-\$93,221</b> | <b>-\$53,846</b> | <b>-\$32,739</b> | <b>-\$29,246</b> | <b>-\$26,618</b>    |
|                                 |                  |                  |                  |                  |                     |

|                                       | 2014 Actuals     | 2015 Actuals     | 2016 YTD         | 2016 Budget       | 2017 Budget Draft 1 |
|---------------------------------------|------------------|------------------|------------------|-------------------|---------------------|
| <b>Corporate</b>                      |                  |                  |                  |                   |                     |
| Expenditures                          |                  |                  |                  |                   |                     |
| Taxes written off (Twp share only)    | \$49,851         | \$28,893         | \$99,465         | \$286,954         | \$80,000            |
| Conservation Authorities Levy Payment | \$143,414        | \$153,725        | \$124,652        | \$158,300         | \$163,841           |
| <b>Expenditures Total</b>             | <b>\$193,265</b> | <b>\$182,618</b> | <b>\$224,117</b> | <b>\$445,254</b>  | <b>\$243,841</b>    |
|                                       |                  |                  |                  |                   |                     |
| ReserveTransfers                      |                  |                  |                  |                   |                     |
| Transfer from Operating Carryforward  | \$0              | \$0              | \$0              | -\$169,662        | \$0                 |
| Contribution to Operating Reserve     | \$0              | \$0              | \$14,357         | \$14,357          | \$0                 |
| <b>ReserveTransfers Total</b>         | <b>\$0</b>       | <b>\$0</b>       | <b>\$14,357</b>  | <b>-\$155,305</b> | <b>\$0</b>          |
|                                       |                  |                  |                  |                   |                     |
| Revenues                              |                  |                  |                  |                   |                     |
| Surplus                               | \$0              | \$0              | \$0              | \$0               | \$0                 |
| Supplemental Billings                 | -\$51,368        | -\$113,854       | -\$84,369        | -\$68,600         | -\$35,000           |
| Provincial Aggregate Levy             | -\$213,037       | -\$215,182       | -\$238,854       | -\$212,810        | -\$222,358          |
| Mun Tax Assistance                    | -\$17,278        | -\$16,096        | -\$10,628        | -\$16,096         | -\$15,764           |
| Host Kilmer (Service Ontario)         | -\$19,089        | -\$22,333        | -\$25,421        | -\$25,524         | -\$25,421           |
| Ontario Hydro                         | -\$12,147        | -\$12,147        | -\$12,147        | -\$12,147         | -\$12,147           |
| Greater Toronto Transit               | -\$6,773         | -\$6,975         | -\$7,130         | -\$7,159          | -\$7,130            |
| Public Works Canada                   | -\$1,830         | -\$904           | -\$963           | -\$979            | -\$963              |
| Hydro One                             | \$0              | -\$7,807         | \$0              | -\$7,807          | \$8,070             |
| Grant Guelph Junction Railway         | -\$15,990        | -\$5,330         | -\$5,330         | -\$5,330          | -\$5,330            |
| Puslinch Landfill/Wellington County   | -\$3,411         | -\$3,351         | -\$3,348         | -\$3,351          | -\$3,348            |
| City of Guelph                        | -\$22,845        | -\$24,417        | -\$26,374        | -\$26,394         | -\$26,374           |
| University of Guelph                  | -\$1,183         | -\$1,292         | -\$1,391         | -\$1,396          | -\$1,391            |
| CN Railway                            | -\$1,135         | -\$1,135         | -\$1,135         | -\$1,135          | -\$1,135            |
| CP Railway                            | -\$7,854         | -\$7,854         | -\$7,854         | -\$7,854          | -\$7,854            |
| OMPF                                  | -\$402,700       | -\$404,600       | -\$304,050       | -\$405,400        | -\$405,400          |
| Penalties - Property Taxes            | -\$81,960        | -\$86,734        | -\$60,354        | -\$82,599         | -\$80,231           |
| Interest - Tax Arrears                | -\$112,700       | -\$90,173        | -\$78,116        | -\$99,000         | -\$98,624           |
| Interest on General                   | -\$69,343        | -\$72,822        | -\$110,001       | -\$62,900         | -\$96,055           |
| Interest on Grading                   | -\$2,688         | \$0              | \$0              | \$0               | \$0                 |
| Int. Education/County DC's            | -\$167           | \$0              | \$0              | \$0               | \$0                 |
| Sale of Flags                         | -\$133           | -\$22            | \$0              | -\$100            | -\$22               |

|                       | 2014 Actuals        | 2015 Actuals        | 2016 YTD          | 2016 Budget         | 2017 Budget Draft 1 |
|-----------------------|---------------------|---------------------|-------------------|---------------------|---------------------|
| Other Revenues        | -\$722              | -\$718              | -\$392            | -\$700              | -\$500              |
| <b>Revenues Total</b> | <b>-\$1,044,354</b> | <b>-\$1,093,748</b> | <b>-\$977,857</b> | <b>-\$1,047,281</b> | <b>-\$1,036,978</b> |
|                       |                     |                     |                   |                     |                     |



|                                 | 2014 Actuals | 2015 Actuals     | 2016 YTD        | 2016 Budget      | 2017 Budget Draft 1 |
|---------------------------------|--------------|------------------|-----------------|------------------|---------------------|
| <b>Council</b>                  |              |                  |                 |                  |                     |
| Expenditures                    |              |                  |                 |                  |                     |
| PT Wages                        | \$0          | \$81,675         | \$60,977        | \$85,490         | \$85,490            |
| PT Wage Related Expenses        | \$0          | \$2,274          | \$686           | \$5,899          | \$5,899             |
| Manulife Benefits               | \$0          | \$20,802         | \$14,793        | \$20,415         | \$22,242            |
| Office Supplies & Equipment     | \$0          | \$149            | \$220           | \$150            | \$250               |
| Mileage                         | \$0          | \$3,947          | \$986           | \$3,000          | \$1,500             |
| Professional Development        | \$0          | \$4,117          | \$1,343         | \$4,600          | \$4,600             |
| Membership Fees & Subscriptions | \$0          | \$91             | \$129           | \$200            | \$150               |
| Employee Travel - Meals         | \$0          | \$308            | \$185           | \$400            | \$400               |
| Employee Travel - Accom/Parking | \$0          | \$4,575          | \$5,261         | \$6,000          | \$6,000             |
| Employee Travel - Air Fare      | \$0          | \$0              | \$0             | \$500            | \$2,000             |
| <b>Expenditures Total</b>       | <b>\$0</b>   | <b>\$117,937</b> | <b>\$84,580</b> | <b>\$126,654</b> | <b>\$128,531</b>    |
|                                 |              |                  |                 |                  |                     |

|                                      | 2014 Actuals    | 2015 Actuals    | 2016 YTD        | 2016 Budget     | 2017 Budget Draft 1 |
|--------------------------------------|-----------------|-----------------|-----------------|-----------------|---------------------|
| <b>Elections</b>                     |                 |                 |                 |                 |                     |
| Expenditures                         |                 |                 |                 |                 |                     |
| PT Wages                             | \$4,175         | \$0             | \$0             | \$0             | \$0                 |
| Office Supplies & Equipment          | \$5,090         | \$0             | \$104           | \$0             | \$0                 |
| Signage                              | \$46            | \$0             | \$0             | \$0             | \$0                 |
| Postage                              | \$2,015         | \$0             | \$0             | \$0             | \$0                 |
| Communication (Phone, Fax, Internet) | \$99            | \$0             | \$0             | \$0             | \$0                 |
| Professional Fees - Audit            | \$0             | \$0             | \$0             | \$0             | \$0                 |
| Professional Development             | \$833           | \$0             | \$0             | \$0             | \$0                 |
| Advertising                          | \$7,097         | \$0             | \$0             | \$0             | \$0                 |
| Contract Services                    | \$31,954        | \$1,208         | \$1,208         | \$1,210         | \$1,210             |
| <b>Expenditures Total</b>            | <b>\$51,310</b> | <b>\$1,208</b>  | <b>\$1,313</b>  | <b>\$1,210</b>  | <b>\$1,210</b>      |
|                                      |                 |                 |                 |                 |                     |
| ReserveTransfers                     |                 |                 |                 |                 |                     |
| Contribution to Elections WR         | \$9,000         | \$14,000        | \$12,787        | \$12,787        | \$12,787            |
| <b>ReserveTransfers Total</b>        | <b>\$9,000</b>  | <b>\$14,000</b> | <b>\$12,787</b> | <b>\$12,787</b> | <b>\$12,787</b>     |
|                                      |                 |                 |                 |                 |                     |
| Revenues                             |                 |                 |                 |                 |                     |
| Election - Other Recoveries          | -\$521          | \$0             | \$0             | \$0             | \$0                 |
| Nomination Fees                      | \$0             | \$0             | \$0             | \$0             | \$0                 |
| <b>Revenues Total</b>                | <b>-\$521</b>   | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>          |
|                                      |                 |                 |                 |                 |                     |

|   | 2014 Actuals | 2015 Actuals | 2016 YTD  | 2016 Budget | 2017 Budget Draft 1 |
|---|--------------|--------------|-----------|-------------|---------------------|
| <b>Finance</b>  |              |              |           |             |                     |
| Expenditures  |              |              |           |             |                     |
| Principle Repayment                                       | \$101,000    | \$106,000    | \$110,000 | \$110,000   | \$116,000           |
| FT Wages  | \$217,221    | \$233,492    | \$166,391 | \$240,071   | \$229,902           |
| PT Wages  | \$0          | \$0          | \$0       | \$0         | \$0                 |
| OT Wages  | \$0          | \$0          | \$0       | \$500       | \$500               |
| FT Wage Related Expenses                                  | \$37,744     | \$42,410     | \$31,839  | \$41,095    | \$40,016            |
| PT Wage Related Expenses                                  | \$0          | \$0          | \$0       | \$0         | \$0                 |
| Manulife Benefits   | \$21,751     | \$27,480     | \$22,100  | \$33,634    | \$26,018            |
| WSIB  | \$4,737      | \$6,705      | \$4,935   | \$6,656     | \$6,520             |
| Structural Audit  | \$2,586      | \$0          | \$0       | \$0         | \$0                 |
| Computer Software & Hardware Operational Upgrades/Support | \$4,169      | \$6,068      | \$483     | \$3,000     | \$500               |
| Office Supplies   | \$7,880      | \$6,583      | \$4,638   | \$8,000     | \$5,500             |
| Hydro   | \$5,052      | \$6,157      | \$5,349   | \$6,000     | \$7,200             |
| Heat  | \$2,231      | \$2,018      | \$983     | \$2,260     | \$1,140             |
| Cleaning, Maintenance, Building Supplies                  | \$6,484      | \$6,463      | \$12,806  | \$4,000     | \$8,650             |
| Kitchen Supplies and Equipment                            | \$2,629      | \$1,715      | \$1,210   | \$1,800     | \$1,500             |
| Outdoor Maintenance of Building                           | \$235        | \$741        | \$165     | \$1,000     | \$1,000             |
| Postage   | \$9,421      | \$6,467      | \$5,756   | \$10,000    | \$10,000            |
| Communication (phone, fax, internet)                      | \$6,392      | \$4,720      | \$3,937   | \$4,600     | \$4,600             |
| Professional Fees - Audit                                 | \$11,456     | \$13,987     | \$13,618  | \$14,000    | \$14,000            |
| Mileage   | \$472        | \$281        | \$8       | \$500       | \$500               |
| Professional Development                                  | \$3,186      | \$5,542      | \$594     | \$5,000     | \$5,000             |
| Membership and Subscription Fees                          | \$2,267      | \$1,956      | \$3,024   | \$3,065     | \$2,065             |
| Employee Travel - Meals                                   | \$20         | \$50         | \$0       | \$150       | \$150               |
| Employee Travel - Accommodations                          | \$333        | \$397        | \$0       | \$400       | \$400               |
| Advertising   | \$7,925      | \$8,555      | \$2,529   | \$8,000     | \$5,500             |
| Contract Services   | \$59,457     | \$48,939     | \$35,499  | \$52,000    | \$44,000            |
| Emergency Management                                      | \$1,914      | \$2,284      | \$2,078   | \$2,200     | \$2,200             |
| Environmental Service - Garbage Bags                      | \$15,175     | \$10,203     | \$12,339  | \$11,000    | \$11,500            |
| Bank Service Charges                                      | \$2,446      | \$2,087      | \$1,988   | \$1,600     | \$2,650             |
| Other written off (non collectible inv's)                 | \$9          | \$0          | -\$446    | \$0         | \$0                 |
| Debt Interest Repayment                                   | \$24,219     | \$19,405     | \$8,457   | \$14,274    | \$8,792             |
| Community Grants  | \$32,925     | \$32,625     | \$32,475  | \$32,475    | \$32,475            |

|  | 2014 Actuals     | 2015 Actuals     | 2016 YTD         | 2016 Budget      | 2017 Budget Draft 1 |
|--|------------------|------------------|------------------|------------------|---------------------|
| <b>Expenditures Total</b>                      | <b>\$591,336</b> | <b>\$603,331</b> | <b>\$482,754</b> | <b>\$617,280</b> | <b>\$588,279</b>    |
|  |                  |                  |                  |                  |                     |
| <b>Revenues</b>                                |                  |                  |                  |                  |                     |
| Advertising, Legal, and Realtax Fees Recovered | -\$6,082         | -\$6,502         | -\$2,081         | -\$5,000         | -\$2,500            |
| NSF Fees                                       | -\$800           | -\$680           | -\$320           | -\$800           | -\$800              |
| Invoice Administration Fee                     | -\$3,325         | -\$1,275         | \$150            | \$0              | \$0                 |
| Tax Certificates                               | -\$5,400         | -\$7,080         | -\$6,720         | -\$6,000         | -\$6,000            |
| Other Recoveries                               | -\$7,080         | -\$2,124         | -\$3,816         | -\$1,000         | -\$2,000            |
| Garbage bags                                   | -\$11,618        | -\$9,208         | -\$11,613        | -\$11,000        | -\$11,500           |
| <b>Revenues Total</b>                          | <b>-\$34,304</b> | <b>-\$26,869</b> | <b>-\$24,399</b> | <b>-\$23,800</b> | <b>-\$22,800</b>    |
|  |                  |                  |                  |                  |                     |

|                                     | 2014 Actuals     | 2015 Actuals     | 2016 YTD         | 2016 Budget      | 2017 Budget Draft 1 |
|-------------------------------------|------------------|------------------|------------------|------------------|---------------------|
| <b>Fire and Rescue</b>              |                  |                  |                  |                  |                     |
| Expenditures                        |                  |                  |                  |                  |                     |
| PT Wages                            | \$351,898        | \$343,370        | \$293,791        | \$386,822        | \$383,722           |
| PT Wage Related Expenses            | \$24,793         | \$24,136         | \$15,641         | \$27,190         | \$30,293            |
| Group Benefits                      | \$15,003         | \$15,862         | \$13,051         | \$15,721         | \$16,681            |
| WSIB                                | \$7,347          | \$10,060         | \$7,603          | \$11,140         | \$11,337            |
| Office Supplies                     | \$3,274          | \$3,370          | \$2,744          | \$2,250          | \$3,000             |
| Hydro                               | \$4,677          | \$6,845          | \$6,125          | \$5,100          | \$8,200             |
| Heat                                | \$945            | \$1,601          | \$983            | \$1,900          | \$1,140             |
| Fuel                                | \$10,846         | \$9,973          | \$0              | \$11,065         | \$11,065            |
| Water Protection                    | \$160            | \$179            | \$117            | \$200            | \$200               |
| Equipment Maintenance & Supplies    | \$24,421         | \$28,374         | \$35,847         | \$13,600         | \$19,000            |
| Oxygen & Medical Supplies           | \$4,136          | \$3,866          | \$2,460          | \$3,475          | \$3,475             |
| Public Education                    | \$5,182          | \$12,559         | \$3,563          | \$3,800          | \$3,800             |
| Signage                             | \$0              | \$20             | \$0              | \$0              | \$0                 |
| Cleaning, Maint & supplies for Bldg | \$10,574         | \$16,907         | \$2,612          | \$6,200          | \$9,260             |
| Kitchen Supplies and Equipment      | \$1,216          | \$708            | \$453            | \$1,200          | \$900               |
| Waste Removal                       | \$0              | \$366            | \$0              | \$410            | \$410               |
| Vehicle Maintenance                 | \$34,123         | \$31,628         | \$27,035         | \$35,000         | \$26,000            |
| Communication(phone, fax, intern)   | \$12,483         | \$9,308          | \$7,273          | \$11,000         | \$9,000             |
| Mileage                             | \$6,532          | \$6,061          | \$6,225          | \$6,000          | \$6,600             |
| Professional Development            | \$18,439         | \$19,254         | \$20,296         | \$19,500         | \$19,500            |
| Membership and Subscription Fees    | \$2,754          | \$3,145          | \$3,272          | \$3,234          | \$3,920             |
| Employee Travel - Meals             | \$635            | \$505            | \$1,201          | \$700            | \$1,000             |
| Employee Travel - Accomodations     | \$2,346          | \$2,529          | \$3,164          | \$2,400          | \$2,600             |
| Insurance                           | \$12,387         | \$18,366         | \$20,985         | \$19,815         | \$21,405            |
| Advertising                         | \$747            | \$1,000          | \$433            | \$1,000          | \$1,000             |
| Permits                             | \$521            | \$471            | \$471            | \$471            | \$471               |
| Contract Services                   | \$22,441         | \$21,383         | \$20,191         | \$29,000         | \$35,000            |
| Clothing, Safety Allowance          | \$34,623         | \$44,749         | \$16,180         | \$15,800         | \$18,000            |
| <b>Expenditures Total</b>           | <b>\$612,504</b> | <b>\$636,596</b> | <b>\$511,715</b> | <b>\$633,993</b> | <b>\$646,979</b>    |
|                                     |                  |                  |                  |                  |                     |
| Revenues                            |                  |                  |                  |                  |                     |
| Tent or Marquee Application Fee     | -\$755           | \$0              | \$0              | -\$102           | -\$104              |

|                                    | 2014 Actuals      | 2015 Actuals      | 2016 YTD          | 2016 Budget       | 2017 Budget Draft 1 |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Open Burning Permit and Inspection | -\$6,680          | -\$10,900         | -\$14,260         | -\$11,340         | -\$14,000           |
| Burning Permit Violations          | -\$7,995          | -\$3,280          | -\$1,350          | -\$3,280          | -\$1,350            |
| Fire Extinguisher Training         | \$0               | \$0               | \$0               | -\$90             | \$0                 |
| Water Tank Locks                   | \$0               | \$0               | \$0               | -\$160            | -\$160              |
| Fireworks Permits                  | -\$200            | -\$300            | -\$300            | -\$300            | -\$300              |
| Information/Fire Reports           | -\$595            | -\$75             | -\$375            | -\$150            | -\$150              |
| Other recoveries                   | -\$3,943          | -\$29,914         | -\$14,763         | -\$1,630          | -\$1,630            |
| Occupancy Load                     | -\$200            | \$0               | \$0               | -\$100            | -\$100              |
| Fire Safety Plan Review            | \$0               | -\$720            | -\$120            | -\$240            | -\$240              |
| Post Fire Watch                    | \$0               | \$0               | \$0               | \$0               | \$0                 |
| Boarding up or Barricading         | \$0               | \$0               | \$0               | \$0               | \$0                 |
| Key Boxes                          | -\$126            | -\$100            | -\$200            | -\$100            | -\$100              |
| Inspections                        | -\$200            | -\$100            | -\$100            | -\$200            | -\$200              |
| Motor Vehicle Emergency Responses  | -\$125,300        | -\$94,239         | -\$74,189         | -\$85,000         | -\$90,000           |
| Fire Alarm False Alarm Calls       | -\$2,460          | -\$410            | \$0               | -\$410            | -\$450              |
| Fire Donations                     | \$0               | -\$8,221          | \$0               | \$0               | \$0                 |
| <b>Revenues Total</b>              | <b>-\$148,453</b> | <b>-\$148,259</b> | <b>-\$105,657</b> | <b>-\$103,102</b> | <b>-\$108,784</b>   |
|                                    |                   |                   |                   |                   |                     |

|                                 | 2014 Actuals   | 2015 Actuals   | 2016 YTD       | 2016 Budget    | 2017 Budget Draft 1 |
|---------------------------------|----------------|----------------|----------------|----------------|---------------------|
| <b>Heritage Committee</b>       |                |                |                |                |                     |
| Expenditures                    |                |                |                |                |                     |
| Per Diems                       | \$1,585        | \$1,082        | \$0            | \$1,790        | \$1,812             |
| PT Wage Related Expenses        | \$79           | \$0            | \$0            | \$0            | \$0                 |
| Office Supplies & Equipment     | \$251          | \$33           | \$0            | \$250          | \$250               |
| Mileage                         | \$0            | \$0            | \$74           | \$500          | \$2,000             |
| Training                        | \$0            | \$0            | \$1,028        | \$1,500        | \$1,500             |
| Employee Travel - Meals         | \$0            | \$0            | \$72           | \$600          | \$100               |
| Employee Travel - Accomodations | \$0            | \$0            | \$537          | \$1,200        | \$3,350             |
| <b>Expenditures Total</b>       | <b>\$1,914</b> | <b>\$1,114</b> | <b>\$1,711</b> | <b>\$5,840</b> | <b>\$9,012</b>      |
|                                 |                |                |                |                |                     |

|                                     | 2014 Actuals    | 2015 Actuals    | 2016 YTD       | 2016 Budget     | 2017 Budget Draft 1 |
|-------------------------------------|-----------------|-----------------|----------------|-----------------|---------------------|
| <b>Library</b>                      |                 |                 |                |                 |                     |
| Expenditures                        |                 |                 |                |                 |                     |
| Library Rent for Historical society | \$3,449         | \$4,674         | \$3,760        | \$4,510         | \$4,510             |
| Library Water Monitoring            | \$1,741         | \$1,672         | \$1,292        | \$1,750         | \$1,750             |
| <b>Expenditures Total</b>           | <b>\$5,190</b>  | <b>\$6,346</b>  | <b>\$5,052</b> | <b>\$6,260</b>  | <b>\$6,260</b>      |
|                                     |                 |                 |                |                 |                     |
| Revenues                            |                 |                 |                |                 |                     |
| Library Costs Recovered from County | -\$3,357        | -\$2,687        | \$0            | -\$2,060        | -\$2,500            |
| <b>Revenues Total</b>               | <b>-\$3,357</b> | <b>-\$2,687</b> | <b>\$0</b>     | <b>-\$2,060</b> | <b>-\$2,500</b>     |
|                                     |                 |                 |                |                 |                     |



|  | 2014 Actuals     | 2015 Actuals     | 2016 YTD         | 2016 Budget      | 2017 Budget Draft 1 |
|--|------------------|------------------|------------------|------------------|---------------------|
| <b>ORC</b>                             |                  |                  |                  |                  |                     |
| Expenditures                           |                  |                  |                  |                  |                     |
| FT Wages                               | \$54,161         | \$56,472         | \$42,915         | \$56,931         | \$56,909            |
| PT Wages                               | \$23,800         | \$24,844         | \$19,215         | \$25,832         | \$25,829            |
| OT Wages                               | \$1,617          | \$831            | \$2,319          | \$1,200          | \$2,000             |
| FT Wage Related Expenses               | \$9,450          | \$10,116         | \$8,010          | \$9,847          | \$10,243            |
| PT Wage Related Expenses               | \$1,304          | \$1,615          | \$784            | \$2,268          | \$2,372             |
| Manulife Benefits                      | \$6,606          | \$7,396          | \$5,571          | \$6,905          | \$7,922             |
| WSIB                                   | \$1,749          | \$2,372          | \$1,901          | \$2,384          | \$2,584             |
| Office Supplies                        | \$232            | \$424            | \$497            | \$300            | \$300               |
| Hydro                                  | \$21,185         | \$23,918         | \$24,554         | \$23,000         | \$32,750            |
| Heat                                   | \$5,644          | \$5,211          | \$3,562          | \$5,705          | \$4,200             |
| Fuel                                   | \$2,410          | \$1,955          | \$1,614          | \$3,060          | \$3,060             |
| Water Protection                       | \$666            | \$658            | \$665            | \$400            | \$700               |
| Equipment Maintenance & Supplies       | \$15,588         | \$10,169         | \$2,528          | \$13,000         | \$10,000            |
| Signage                                | \$0              | \$0              | \$0              | \$100            | \$100               |
| Bldg-Cleaning, Maint,Supplies Interior | \$7,657          | \$8,034          | \$5,553          | \$8,000          | \$8,000             |
| Drink Machine Supplies                 | \$516            | \$780            | \$100            | \$500            | \$500               |
| Waste Removal                          | \$607            | \$577            | \$461            | \$600            | \$600               |
| Bldg-Cleaning, Maint,Supplies Exterior | \$8,848          | \$4,554          | \$1,692          | \$10,000         | \$10,000            |
| Communication(phone, fax, intern)      | \$2,455          | \$1,872          | \$1,817          | \$4,440          | \$2,500             |
| Professional Fees - Engineering        | \$0              | \$4,119          | \$2,938          | \$0              | \$0                 |
| Mileage                                | \$0              | \$0              | \$0              | \$100            | \$100               |
| Professional Development               | \$1,496          | \$145            | \$1,048          | \$1,500          | \$1,500             |
| Membership and Subscription Fees       | \$132            | \$280            | \$0              | \$150            | \$150               |
| Employee Travel - Meals                | \$0              | \$0              | \$0              | \$100            | \$100               |
| Insurance                              | \$14,706         | \$7,358          | \$8,698          | \$8,695          | \$8,872             |
| Advertising                            | \$296            | \$0              | \$238            | \$300            | \$300               |
| Contract Services                      | \$303            | \$163            | \$377            | \$350            | \$400               |
| Clothing Safety Allowance              | \$208            | \$102            | \$0              | \$150            | \$150               |
| <b>Expenditures Total</b>              | <b>\$181,634</b> | <b>\$173,963</b> | <b>\$137,057</b> | <b>\$185,817</b> | <b>\$192,140</b>    |
|  |                  |                  |                  |                  |                     |
| Revenues                               |                  |                  |                  |                  |                     |
| Ice Rental - Prime                     | -\$37,848        | -\$34,972        | -\$36,937        | -\$40,000        | -\$40,000           |

|   | 2014 Actuals     | 2015 Actuals     | 2016 YTD         | 2016 Budget      | 2017 Budget Draft 1 |
|---|------------------|------------------|------------------|------------------|---------------------|
| Ice Rental - Non-Prime                  | -\$2,002         | -\$2,505         | -\$434           | -\$2,000         | -\$2,000            |
| Arena Summer Rentals                    | -\$21,855        | -\$19,126        | -\$12,657        | -\$22,000        | -\$22,000           |
| Gymnasium Rental                        | -\$12,020        | -\$14,616        | -\$14,991        | -\$12,000        | -\$15,000           |
| Rink Board and Ball Diamond Advertising | -\$350           | -\$1,050         | \$0              | -\$700           | -\$350              |
| ORC Drink Machine                       | -\$1,299         | -\$1,077         | -\$961           | -\$1,300         | -\$1,300            |
| Other Recoveries                        | -\$595           | \$0              | -\$431           | -\$500           | -\$500              |
| <b>Revenues Total</b>                   | <b>-\$75,970</b> | <b>-\$73,346</b> | <b>-\$66,411</b> | <b>-\$78,500</b> | <b>-\$81,150</b>    |
|   |                  |                  |                  |                  |                     |

|  | 2014 Actuals     | 2015 Actuals     | 2016 YTD         | 2016 Budget      | 2017 Budget Draft 1 |
|--|------------------|------------------|------------------|------------------|---------------------|
| <b>Parks</b>                                   |                  |                  |                  |                  |                     |
| Expenditures                                   |                  |                  |                  |                  |                     |
| FT Wages                                       | \$0              | \$6,077          | \$0              | \$25,291         | \$0                 |
| PT Wages                                       | \$10,981         | \$6,406          | \$14,264         | \$6,438          | \$20,037            |
| OT Wages                                       | \$0              | \$0              | \$0              | \$0              | \$0                 |
| FT Wage Related Expenses                       | \$0              | \$997            | -\$447           | \$2,221          | \$0                 |
| PT Wage Related Expenses                       | \$807            | \$345            | \$879            | \$565            | \$1,840             |
| WSIB   | \$270            | \$333            | \$437            | \$914            | \$611               |
| Hydro  | \$0              | \$0              | \$2,530          | \$2,600          | \$3,400             |
| Fuel   | \$2,153          | \$1,988          | \$0              | \$2,200          | \$2,200             |
| Water Protection                               | \$2,228          | \$448            | \$58             | \$1,000          | \$1,000             |
| Equipment Maintenance and Supplies             | \$5,439          | \$3,269          | \$4,308          | \$4,500          | \$4,500             |
| Vehicle Maintenance                            | \$0              | \$0              | \$0              | \$500            | \$500               |
| Outdoor Maintenance                            | \$10,088         | \$8,960          | \$3,556          | \$10,000         | \$10,000            |
| Equipment Lease                                | \$4,735          | \$0              | \$0              | \$0              | \$0                 |
| Mileage  | \$374            | \$324            | \$47             | \$500            | \$500               |
| Insurance                                      | \$0              | \$0              | \$6,316          | \$6,313          | \$6,442             |
| Advertising                                    | \$64             | \$238            | \$0              | \$150            | \$150               |
| Contract Services                              | \$16,643         | \$17,730         | \$9,726          | \$20,700         | \$20,700            |
| <b>Expenditures Total</b>                      | <b>\$53,781</b>  | <b>\$47,113</b>  | <b>\$41,673</b>  | <b>\$83,892</b>  | <b>\$71,880</b>     |
|  |                  |                  |                  |                  |                     |
| Revenues                                       |                  |                  |                  |                  |                     |
| Horse Paddock Rental                           | \$0              | \$0              | \$0              | \$0              | \$0                 |
| Picnic Shelter                                 | -\$145           | -\$525           | -\$520           | -\$300           | -\$500              |
| Aberfoyle/Morrison Ball Park/ Morrison Meadows | -\$967           | -\$1,182         | -\$3,370         | -\$100           | -\$3,000            |
| Sports Facility User Fees                      | -\$11,765        | -\$13,195        | -\$17,821        | -\$13,000        | -\$17,000           |
| <b>Revenues Total</b>                          | <b>-\$12,877</b> | <b>-\$14,902</b> | <b>-\$21,711</b> | <b>-\$13,400</b> | <b>-\$20,500</b>    |
|  |                  |                  |                  |                  |                     |

|  | 2014 Actuals     | 2015 Actuals     | 2016 YTD         | 2016 Budget      | 2017 Budget Draft 1 |
|--|------------------|------------------|------------------|------------------|---------------------|
| <b>PCC</b>                             |                  |                  |                  |                  |                     |
| Expenditures                           |                  |                  |                  |                  |                     |
| FT Wages                               | \$53,621         | \$43,967         | \$26,925         | \$45,587         | \$44,262            |
| PT Wages                               | \$40,634         | \$36,386         | \$28,208         | \$36,400         | \$36,437            |
| OT Wages                               | \$409            | \$421            | \$71             | \$500            | \$500               |
| FT Wage Related Expenses               | \$6,646          | \$4,641          | \$2,233          | \$8,105          | \$8,048             |
| PT Wage Related Expenses               | \$1,731          | \$1,691          | \$738            | \$3,240          | \$3,392             |
| Manulife Benefits                      | \$5,967          | \$9,679          | \$1,609          | \$6,905          | \$7,922             |
| WSIB                                   | \$1,741          | \$2,354          | \$1,169          | \$2,376          | \$2,477             |
| Structural Audit                       | \$3,694          | \$0              | \$0              | \$0              | \$0                 |
| Office Supplies                        | \$178            | \$137            | \$73             | \$300            | \$150               |
| Hydro                                  | \$21,372         | \$20,075         | \$18,294         | \$18,000         | \$24,400            |
| Heat                                   | \$3,238          | \$3,836          | \$3,379          | \$3,800          | \$4,000             |
| Fuel                                   | \$0              | \$0              | \$0              | \$500            | \$500               |
| Water Protection                       | \$5,146          | \$3,998          | \$2,835          | \$5,100          | \$5,100             |
| Bldg-Cleaning, Maint,Supplies Interior | \$10,006         | \$14,240         | \$11,129         | \$17,000         | \$15,000            |
| Kitchen Supplies and Equipment         | \$4,416          | \$3,756          | \$1,394          | \$3,700          | \$1,500             |
| Waste Removal                          | \$2,428          | \$2,472          | \$1,843          | \$2,500          | \$2,500             |
| Outdoor Maintenance of Building        | \$607            | \$3,101          | \$521            | \$1,200          | \$1,200             |
| Communication(phone, fax, intern)      | \$2,843          | \$2,630          | \$2,119          | \$4,920          | \$2,800             |
| Mileage                                | \$63             | \$296            | \$0              | \$300            | \$300               |
| Professional Development               | \$204            | \$751            | \$0              | \$0              | \$0                 |
| Membership and Subscription Fees       | \$219            | \$224            | \$224            | \$2,750          | \$2,000             |
| Employee Travel - Meals                | \$0              | \$38             | \$0              | \$150            | \$150               |
| Employee Travel - Accomodations        | \$0              | \$299            | \$0              | \$450            | \$450               |
| Insurance                              | \$16,445         | \$10,112         | \$7,158          | \$7,156          | \$7,301             |
| Advertising                            | \$2,322          | \$376            | \$265            | \$3,500          | \$2,000             |
| Contract Services                      | \$4,748          | \$2,180          | \$846            | \$5,050          | \$4,550             |
| <b>Expenditures Total</b>              | <b>\$188,678</b> | <b>\$167,658</b> | <b>\$111,034</b> | <b>\$179,489</b> | <b>\$176,939</b>    |
|  |                  |                  |                  |                  |                     |
| Revenues                               |                  |                  |                  |                  |                     |
| Archie MacRobbie Hall - Prime          | -\$16,107        | -\$17,957        | -\$18,804        | -\$17,000        | -\$17,000           |
| Archie MacRobbie Hall - Non-Prime      | -\$7,634         | -\$12,841        | -\$13,798        | -\$10,000        | -\$12,000           |
| Alf Hales Room                         | -\$4,227         | -\$4,299         | -\$5,297         | -\$4,300         | -\$4,300            |

|                               | 2014 Actuals     | 2015 Actuals     | 2016 YTD         | 2016 Budget      | 2017 Budget Draft 1 |
|-------------------------------|------------------|------------------|------------------|------------------|---------------------|
| Licensed Events Using Patio   | -\$614           | -\$110           | -\$110           | -\$400           | -\$57               |
| Commercial Rentals            | \$0              | -\$750           | \$0              | -\$750           | -\$765              |
| Bartenders                    | -\$8,791         | -\$5,942         | -\$7,200         | -\$8,800         | -\$6,000            |
| Pop, Glasses, & Ice           | -\$2,829         | -\$1,509         | -\$1,977         | -\$2,000         | \$0                 |
| Kitchen Facilities            | -\$3,307         | -\$1,910         | -\$4,300         | -\$2,500         | -\$3,100            |
| Advertising Sign              | -\$222           | -\$315           | -\$316           | -\$250           | -\$250              |
| Other Recoveries              | -\$1,440         | -\$4,978         | -\$909           | -\$800           | -\$400              |
| Recreation Conditional Grants | -\$5,167         | -\$4,729         | \$0              | -\$5,167         | -\$5,167            |
| <b>Revenues Total</b>         | <b>-\$50,338</b> | <b>-\$55,341</b> | <b>-\$52,711</b> | <b>-\$51,967</b> | <b>-\$49,039</b>    |
|                               |                  |                  |                  |                  |                     |

|                             | 2014 Actuals   | 2015 Actuals   | 2016 YTD    | 2016 Budget    | 2017 Budget Draft 1 |
|-----------------------------|----------------|----------------|-------------|----------------|---------------------|
| <b>PDAC</b>                 |                |                |             |                |                     |
| Expenditures                |                |                |             |                |                     |
| PT Wage Related Expenses    | \$79           | \$0            | \$0         | \$0            | \$0                 |
| Per Diems                   | \$2,304        | \$3,258        | \$0         | \$4,180        | \$4,229             |
| Office Supplies & Equipment | \$0            | \$74           | \$13        | \$0            | \$0                 |
| Mileage                     | \$50           | \$225          | \$0         | \$150          | \$150               |
| Training                    | \$0            | \$0            | \$0         | \$1,500        | \$1,500             |
| <b>Expenditures Total</b>   | <b>\$2,434</b> | <b>\$3,556</b> | <b>\$13</b> | <b>\$5,830</b> | <b>\$5,879</b>      |
|                             |                |                |             |                |                     |

|  | 2014 Actuals     | 2015 Actuals     | 2016 YTD         | 2016 Budget      | 2017 Budget Draft 1 |
|--|------------------|------------------|------------------|------------------|---------------------|
| <b>Planning</b>                                      |                  |                  |                  |                  |                     |
| Expenditures   |                  |                  |                  |                  |                     |
| FT Wages   | \$43,417         | \$48,629         | \$42,018         | \$55,734         | \$55,738            |
| OT Wages   | \$0              | \$721            | \$0              | \$800            | \$500               |
| FT Wage Related Expenses                             | \$6,010          | \$8,553          | \$7,209          | \$9,585          | \$9,815             |
| Manulife Benefits                                    | \$3,249          | \$5,813          | \$4,950          | \$6,642          | \$7,041             |
| WSIB   | \$720            | \$1,427          | \$1,244          | \$1,605          | \$1,715             |
| Office Supplies                                      | \$266            | \$176            | \$12             | \$100            | \$100               |
| Signage  | \$0              | \$21             | \$0              | \$100            | \$100               |
| Communication (phone, fax, Internet)                 | \$15             | \$221            | \$121            | \$50             | \$200               |
| Professional Fees - Legal                            | \$2,991          | \$8,404          | \$13,337         | \$15,000         | \$24,000            |
| Professional Fees - Engineering & Environmental      | \$45,604         | \$76,845         | \$56,217         | \$45,000         | \$60,000            |
| Mileage  | \$0              | \$302            | \$135            | \$250            | \$250               |
| Professional Development                             | \$0              | \$2,912          | \$0              | \$200            | \$200               |
| Membership and Subscription Fees                     | \$0              | \$120            | \$0              | \$120            | \$120               |
| Employee Travel - Meals                              | \$0              | \$0              | \$0              | \$100            | \$100               |
| Employee Travel - Accomodations                      | \$0              | \$0              | \$0              | \$350            | \$350               |
| Advertising  | \$3,616          | \$4,426          | \$4,198          | \$4,000          | \$4,000             |
| Professional Fees - Water Monitoring                 | \$2,766          | \$336            | \$427            | \$2,205          | \$1,000             |
| Contract Services                                    | \$3,051          | \$3,992          | \$3,178          | \$3,500          | \$3,000             |
| CIP Grants   | \$0              | \$0              | \$0              | \$15,000         | \$15,000            |
| <b>Expenditures Total</b>                            | <b>\$111,703</b> | <b>\$162,896</b> | <b>\$133,046</b> | <b>\$160,341</b> | <b>\$183,230</b>    |
|  |                  |                  |                  |                  |                     |
| Revenues   |                  |                  |                  |                  |                     |
| Engineering, Environmental, and Legal Fees Recovered | -\$83,878        | -\$53,275        | -\$34,904        | -\$25,000        | -\$30,000           |
| Advertising Fees Recovered                           | -\$853           | -\$701           | -\$46            | -\$1,000         | -\$750              |
| Minor Variance Application                           | -\$6,500         | -\$8,450         | -\$11,284        | -\$9,282         | -\$9,464            |
| Agreements   | \$0              | \$0              | \$0              | \$0              | \$0                 |
| Part Lot Control Exemption By-law                    | \$0              | \$0              | \$0              | \$0              | \$0                 |
| Site Plan Control                                    | -\$4,000         | -\$14,000        | -\$2,040         | -\$8,160         | -\$8,324            |
| Consent Review and Clearance                         | \$0              | \$0              | -\$3,000         | -\$7,500         | -\$3,968            |
| Zoning By-law Amendment                              | -\$14,000        | -\$20,000        | -\$33,200        | -\$22,000        | -\$29,600           |
| Telecommunication Tower Proposals                    | \$0              | \$0              | -\$1,000         | -\$500           | -\$510              |
| Zoning By-law Amendment - Aggregate                  | \$0              | -\$7,500         | \$0              | \$0              | \$0                 |

|   | 2014 Actuals      | 2015 Actuals      | 2016 YTD          | 2016 Budget       | 2017 Budget Draft 1 |
|---|-------------------|-------------------|-------------------|-------------------|---------------------|
| Zoning Compliance Letter                    | -\$1,935          | -\$1,950          | -\$1,575          | -\$2,000          | -\$2,000            |
| Zoning By-law #19/85                        | \$0               | \$0               | \$0               | \$0               | \$0                 |
| BR+E Municipal Implementation Fund          | -\$25,000         | -\$12,500         | \$0               | -\$25,000         | -\$25,000           |
| Grading Fee - Dwellings                     | \$0               | \$0               | -\$80,000         | -\$40,000         | -\$60,000           |
| Lifting of Holding Designation Fee (Zoning) | \$0               | \$0               | -\$1,100          | \$0               | -\$561              |
| <b>Revenues Total</b>                       | <b>-\$136,166</b> | <b>-\$118,375</b> | <b>-\$168,149</b> | <b>-\$140,442</b> | <b>-\$170,177</b>   |
|   |                   |                   |                   |                   |                     |



|                                   | 2014 Actuals | 2015 Actuals | 2016 YTD  | 2016 Budget | 2017 Budget Draft 1 |
|-----------------------------------|--------------|--------------|-----------|-------------|---------------------|
| <b>Public Works</b>               |              |              |           |             |                     |
| Expenditures                      |              |              |           |             |                     |
| FT Wages                          | \$342,410    | \$351,573    | \$247,044 | \$380,574   | \$354,286           |
| PT Wages                          | \$29,674     | \$38,085     | \$33,534  | \$18,257    | \$36,520            |
| OT Wages                          | \$24,252     | \$27,122     | \$17,585  | \$32,700    | \$32,700            |
| FT Wage Related Expenses          | \$60,438     | \$61,996     | \$48,513  | \$65,789    | \$64,840            |
| PT Wage Related Expenses          | \$2,695      | \$4,074      | \$2,634   | \$1,603     | \$3,353             |
| Manulife Benefits                 | \$40,801     | \$46,003     | \$31,184  | \$46,003    | \$42,976            |
| WSIB                              | \$8,640      | \$11,830     | \$8,882   | \$11,886    | \$12,410            |
| Office Supplies                   | \$369        | \$191        | \$581     | \$500       | \$500               |
| Hydro                             | \$5,162      | \$6,780      | \$9,886   | \$5,900     | \$13,200            |
| Heat                              | \$5,585      | \$4,264      | \$3,292   | \$5,640     | \$3,820             |
| Fuel                              | \$82,642     | \$69,312     | \$56,952  | \$84,295    | \$84,295            |
| Equipment Maintenance & Supplies  | \$51,557     | \$1,175      | \$537     | \$2,050     | \$2,050             |
| Signage                           | \$13,340     | \$8,331      | \$1,957   | \$10,000    | \$10,000            |
| Pavement Markings                 | \$18,622     | \$25,328     | \$30,121  | \$29,600    | \$35,500            |
| Railway Maintenance               | \$0          | \$138,143    | \$0       | \$5,000     | \$5,000             |
| Maintenance Gravel                | \$76,772     | \$69,920     | \$76,802  | \$80,000    | \$80,000            |
| Calcium                           | \$40,276     | \$51,612     | \$46,082  | \$44,100    | \$46,400            |
| Winter Maintenance                | \$156,081    | \$157,824    | \$130,482 | \$183,000   | \$183,000           |
| Waste Removal                     | \$1,295      | \$922        | \$207     | \$1,500     | \$1,500             |
| Shop Overhead                     | \$10,595     | \$7,941      | \$4,052   | \$13,000    | \$12,400            |
| Road Maintenance supplies         | \$34,541     | \$34,923     | \$20,598  | \$37,400    | \$37,400            |
| Vehicle Maintenance               | \$0          | \$44,898     | \$22,636  | \$46,000    | \$46,000            |
| Speed Monitor                     | \$61         | \$0          | \$0       | \$500       | \$500               |
| Sidewalk Repairs                  | \$0          | \$1,949      | \$0       | \$5,000     | \$5,000             |
| Communication(phone, fax, intern) | \$2,620      | \$1,897      | \$1,411   | \$1,800     | \$1,800             |
| Professional Fees - Engineering   | \$0          | \$1,901      | \$588     | \$2,000     | \$2,000             |
| Mileage                           | \$50         | \$81         | \$303     | \$100       | \$100               |
| Professional Development          | \$1,670      | \$1,131      | \$1,518   | \$1,420     | \$1,420             |
| Membership and Subscription Fees  | \$787        | \$787        | \$787     | \$800       | \$800               |
| Employee Travel - Meals           | \$101        | \$85         | \$68      | \$100       | \$100               |
| Insurance                         | \$84,768     | \$9,422      | \$70,341  | \$71,512    | \$71,748            |
| Advertising                       | \$238        | \$436        | \$20      | \$750       | \$500               |

|  | 2014 Actuals       | 2015 Actuals       | 2016 YTD         | 2016 Budget        | 2017 Budget Draft 1 |
|--|--------------------|--------------------|------------------|--------------------|---------------------|
| Vehicle Plates   | \$6,373            | \$6,895            | \$40             | \$6,957            | \$7,030             |
| Permits  | \$50               | \$50               | \$1,850          | \$100              | \$100               |
| Contract Services                                      | \$40,052           | \$35,977           | \$14,761         | \$44,000           | \$39,000            |
| Clothing, Safety Allowance                             | \$411              | \$763              | \$122            | \$750              | \$750               |
| Bridge Inspections                                     | \$0                | \$8,758            | \$0              | \$0                | \$0                 |
| Street Lights: Repairs and Hydro Bills                 | \$49,961           | \$48,929           | \$39,923         | \$46,350           | \$46,350            |
| Ice Storm Assistance - Goods and Services              | \$26,463           | \$0                | \$0              | \$0                | \$0                 |
| Ice Storm Assistance - Employee Costs                  | \$318              | \$0                | \$0              | \$0                | \$0                 |
| Cleaning, Maint & supplies for Bldg                    | \$0                | \$0                | \$175            | \$0                | \$625               |
| <b>Expenditures Total</b>                              | <b>\$1,219,671</b> | <b>\$1,281,307</b> | <b>\$925,467</b> | <b>\$1,286,936</b> | <b>\$1,285,973</b>  |
|  |                    |                    |                  |                    |                     |
| ReserveTransfers                                       |                    |                    |                  |                    |                     |
| Transfer from Public Works Replacement and Restoration | \$0                | -\$4,403           | \$0              | -\$10,000          | -\$10,000           |
| <b>ReserveTransfers Total</b>                          | <b>\$0</b>         | <b>-\$4,403</b>    | <b>\$0</b>       | <b>-\$10,000</b>   | <b>-\$10,000</b>    |
|  |                    |                    |                  |                    |                     |
| Revenues   |                    |                    |                  |                    |                     |
| Oversize-Overweight Load Permits                       | \$0                | \$0                | \$0              | \$0                | \$0                 |
| Entrance Permit  | -\$2,475           | -\$3,150           | -\$5,290         | -\$2,300           | -\$3,220            |
| Roads Other Recoveries                                 | -\$46,343          | -\$1,799           | -\$732           | -\$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>-\$48,818</b>   | <b>-\$4,949</b>    | <b>-\$6,022</b>  | <b>-\$3,300</b>    | <b>-\$4,220</b>     |
|  |                    |                    |                  |                    |                     |

|                             | 2014 Actuals   | 2015 Actuals   | 2016 YTD   | 2016 Budget    | 2017 Budget Draft 1 |
|-----------------------------|----------------|----------------|------------|----------------|---------------------|
| <b>Recreation Committee</b> |                |                |            |                |                     |
| Expenditures                |                |                |            |                |                     |
| PT Wage Related Expenses    | \$79           | \$0            | \$0        | \$0            | \$0                 |
| Per Diems                   | \$5,871        | \$3,047        | \$0        | \$4,180        | \$4,229             |
| Training                    | \$0            | \$0            | \$0        | \$0            | \$0                 |
| <b>Expenditures Total</b>   | <b>\$5,950</b> | <b>\$3,047</b> | <b>\$0</b> | <b>\$4,180</b> | <b>\$4,229</b>      |
|                             |                |                |            |                |                     |

|   | 2014 Actuals     | 2015 Actuals     | 2016 YTD       | 2016 Budget      | 2017 Budget Draft 1 |
|---|------------------|------------------|----------------|------------------|---------------------|
| <b>Source Water Protection</b>                  |                  |                  |                |                  |                     |
| Expenditures                                    |                  |                  |                |                  |                     |
| FT Wages/Benefits                               | \$2,798          | \$0              | \$0            | \$17,261         | \$0                 |
| Public Education Costs                          | \$823            | \$8,932          | \$0            | \$0              | \$0                 |
| Professional Fees                               | \$0              | \$5,812          | \$2,032        | \$30,281         | \$0                 |
| <b>Expenditures Total</b>                       | <b>\$3,621</b>   | <b>\$14,743</b>  | <b>\$2,032</b> | <b>\$47,542</b>  | <b>\$0</b>          |
|   |                  |                  |                |                  |                     |
| ReserveTransfers                                |                  |                  |                |                  |                     |
| Contribution to Operating Carryforward          | \$24,215         | \$6,068          | \$0            | \$0              | \$0                 |
| Transfer from Operating Carryforward            | \$0              | \$0              | \$0            | -\$30,282        | \$0                 |
| <b>ReserveTransfers Total</b>                   | <b>\$24,215</b>  | <b>\$6,068</b>   | <b>\$0</b>     | <b>-\$30,282</b> | <b>\$0</b>          |
|   |                  |                  |                |                  |                     |
| Revenues  |                  |                  |                |                  |                     |
| Source Protection Municipal Implementation Fund | -\$27,740        | -\$15,000        | \$0            | -\$17,260        | \$0                 |
| <b>Revenues Total</b>                           | <b>-\$27,740</b> | <b>-\$15,000</b> | <b>\$0</b>     | <b>-\$17,260</b> | <b>\$0</b>          |
|   |                  |                  |                |                  |                     |

**Proposed 2017 Expense, Reserve Transfers and Revenue Summary**

|                           | 2014 Actuals       | 2015 Actuals       | 2016 YTD           | 2016 Budget        | 2017 Budget Draft 1 |
|---------------------------|--------------------|--------------------|--------------------|--------------------|---------------------|
| <b>Expenditures</b>       |                    |                    |                    |                    |                     |
| Administration            | \$579,244          | \$398,286          | \$329,926          | \$495,912          | \$437,096           |
| Badenoch                  | \$8,914            | \$2,114            | \$15,093           | \$15,038           | \$15,301            |
| Building                  | \$326,982          | \$338,668          | \$269,678          | \$367,144          | \$373,238           |
| By-law                    | \$60,708           | \$121,772          | \$47,621           | \$117,721          | \$88,383            |
| Corporate                 | \$193,265          | \$182,618          | \$224,117          | \$445,254          | \$243,841           |
| Council                   | \$0                | \$117,937          | \$84,580           | \$126,654          | \$128,531           |
| Elections                 | \$51,310           | \$1,208            | \$1,313            | \$1,210            | \$1,210             |
| Finance                   | \$591,336          | \$603,331          | \$482,754          | \$617,280          | \$588,279           |
| Fire and Rescue           | \$612,504          | \$636,596          | \$511,715          | \$633,993          | \$646,979           |
| Heritage Committee        | \$1,914            | \$1,114            | \$1,711            | \$5,840            | \$9,012             |
| Library                   | \$5,190            | \$6,346            | \$5,052            | \$6,260            | \$6,260             |
| ORC                       | \$181,634          | \$173,963          | \$137,057          | \$185,817          | \$192,140           |
| Parks                     | \$53,781           | \$47,113           | \$41,673           | \$83,892           | \$71,880            |
| PCC                       | \$188,678          | \$167,658          | \$111,034          | \$179,489          | \$176,939           |
| PDAC                      | \$2,434            | \$3,556            | \$13               | \$5,830            | \$5,879             |
| Planning                  | \$111,703          | \$162,896          | \$133,046          | \$160,341          | \$183,230           |
| Public Works              | \$1,219,671        | \$1,281,307        | \$925,467          | \$1,286,936        | \$1,285,973         |
| Recreation Committee      | \$5,950            | \$3,047            | \$0                | \$4,180            | \$4,229             |
| Source Water Protection   | \$3,621            | \$14,743           | \$2,032            | \$47,542           | \$0                 |
| <b>Expenditures Total</b> | <b>\$4,198,838</b> | <b>\$4,264,276</b> | <b>\$3,323,883</b> | <b>\$4,786,333</b> | <b>\$4,458,400</b>  |
|                           |                    |                    |                    |                    |                     |
| <b>ReserveTransfers</b>   |                    |                    |                    |                    |                     |
| Administration            | \$10,795           | \$13,259           | \$10,000           | -\$36,915          | -\$10,000           |
| Building                  | -\$18,897          | \$20,429           | \$112,405          | -\$61,474          | -\$18,334           |
| Corporate                 | \$0                | \$0                | \$14,357           | -\$155,305         | \$0                 |
| Elections                 | \$9,000            | \$14,000           | \$12,787           | \$12,787           | \$12,787            |
| Public Works              | \$0                | -\$4,403           | \$0                | -\$10,000          | -\$10,000           |
| Source Water Protection   | \$24,215           | \$6,068            | \$0                | -\$30,282          | \$0                 |

**Proposed 2017 Expense, Reserve Transfers and Revenue Summary**

|                         | 2014 Actuals | 2015 Actuals | 2016 YTD     | 2016 Budget  | 2017 Budget Draft 1 |
|-------------------------|--------------|--------------|--------------|--------------|---------------------|
| ReserveTransfers Total  | \$25,113     | \$49,352     | \$149,549    | -\$281,189   | -\$25,548           |
|                         |              |              |              |              |                     |
| Revenues                |              |              |              |              |                     |
| Administration          | -\$4,348     | -\$18,656    | -\$14,541    | -\$8,450     | -\$11,450           |
| Badenoch                | \$0          | -\$10        | -\$10        | -\$10        | -\$10               |
| Building                | -\$309,780   | -\$361,646   | -\$382,083   | -\$305,671   | -\$354,904          |
| By-law                  | -\$93,221    | -\$53,846    | -\$32,739    | -\$29,246    | -\$26,618           |
| Corporate               | -\$1,044,354 | -\$1,093,748 | -\$977,857   | -\$1,047,281 | -\$1,036,978        |
| Elections               | -\$521       | \$0          | \$0          | \$0          | \$0                 |
| Finance                 | -\$34,304    | -\$26,869    | -\$24,399    | -\$23,800    | -\$22,800           |
| Fire and Rescue         | -\$148,453   | -\$148,259   | -\$105,657   | -\$103,102   | -\$108,784          |
| Library                 | -\$3,357     | -\$2,687     | \$0          | -\$2,060     | -\$2,500            |
| ORC                     | -\$75,970    | -\$73,346    | -\$66,411    | -\$78,500    | -\$81,150           |
| Parks                   | -\$12,877    | -\$14,902    | -\$21,711    | -\$13,400    | -\$20,500           |
| PCC                     | -\$50,338    | -\$55,341    | -\$52,711    | -\$51,967    | -\$49,039           |
| Planning                | -\$136,166   | -\$118,375   | -\$168,149   | -\$140,442   | -\$170,177          |
| Public Works            | -\$48,818    | -\$4,949     | -\$6,022     | -\$3,300     | -\$4,220            |
| Source Water Protection | -\$27,740    | -\$15,000    | \$0          | -\$17,260    | \$0                 |
| Revenues Total          | -\$1,990,247 | -\$1,987,634 | -\$1,852,290 | -\$1,824,489 | -\$1,889,129        |
|                         |              |              |              |              |                     |

## 2014 Capital Plan Summary

| Project Cost       |            |                     |  | Funding Type    |
|--------------------|------------|---------------------|--|-----------------|
| Service            | Department | Capital Project     | Comments   | Reserves        |
| General Government |            |                     |  |                 |
|                    | Corporate  |                     |  |                 |
|                    |            | IT Software Upgrade | GIS Integration; Enterprise Resource Planning (Keystone Replacement and Firehouse); Records Tracking; eCommerce; Advanced Tracker (web-based time recording), Online Payments, Telephone System Upgrades (VOIP); Council Meeting Streaming | \$26,000        |
|                    |            |                     | Building Surplus Reserve Fund  | \$17,406        |
|                    |            |                     | Approved in 2014, carried forward to 2017.   | \$16,349        |
|                    |            |                     |  |                 |
| <b>Grand Total</b> |            |                     |  | <b>\$59,755</b> |

**2015 Capital Plan Summary**

| Project Cost         |                               |  | Funding Type    |
|----------------------|-------------------------------|--|-----------------|
| Service              | Department Capital Project    | Comments   | Reserves        |
| General Government   |                               |  |                 |
|                      | Corporate                     |  |                 |
|                      | Accessible Front Counter      | Previously Schematic Design Project - Refer to revised Capital Budget Sheet  | \$9,481         |
|                      |                               | Building Surplus Reserve Fund  | \$5,250         |
|                      |                               | Corporate Accessibility Working Reserve  | \$2,250         |
| Parks and Recreation |                               |  |                 |
|                      | PCC                           |  |                 |
|                      | Localized Wall Repairs        | BCA indicates localized wall repairs are necessary to address localized water saturation and spalling at the front façade requiring immediate remediation. | \$5,000         |
| Planning             |                               |  |                 |
|                      | Planning                      |  |                 |
|                      | Municipal Servicing Standards | Approved in 2015, carried forward to 2017  | \$12,500        |
|                      |                               | Building Surplus Reserve Fund  | \$12,500        |
| <b>Grand Total</b>   |                               |  | <b>\$46,981</b> |



**TOWNSHIP OF PUSLINCH  
2017 CAPITAL BUDGET**

**Department**

**Corporate**

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

Project Title - Accessible Front Counter

Project Type: Facility Improvement

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

Accessibility for Ontarians with Disabilities Act, 2005

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

Municipal Office

**4 - Project Description**

The Township completed a Facility Needs Assessment in 2014 which indicated that the Township would need to spend approximately \$1.05M (net of taxes, site work, furniture, fixtures, equipment, permits and consulting costs) for an office renovation/expansion including accessibility. Township staff note that further analysis must be completed to determine the most cost effective way to develop office space that meets the Township's requirements including accessibility (ie. lease a building, purchase a new building, or renovate/expand the existing building).

The Township received \$10,000 in 2015 from the County of Wellington Accessibility Fund Incentive Programme to complete a Schematic Design for the Facility Addition/Renovation project. This grant funding was not utilized to complete a Schematic Design of the Municipal Office due to the unknowns indicated above. It is recommended that this funding be utilized in 2017 to make the front counter of the Municipal Office accessible.

**5 - Capital Funding for 2017 Expenditures**

|                                |               |   |  |
|--------------------------------|---------------|---|--|
| <b>Tax Levy</b>                |               | <b>Additional information related to DC's</b> |  |
| <b>Gas Tax Reserve Fund</b>    |               |   |  |
| <b>Aggregate Levy</b>          |               |   |  |
| <b>In Lieu of Parkland</b>     |               |   |  |
| <b>Capital Carryforward</b>    | 9,481         |   |  |
| <b>Building Surplus</b>        | 5,250         | Project # and Description in DC               |  |
| <b>Corporate Accessibility</b> | 2,250         | Year in DC Study                              |  |
| <b>Total Funding</b>           | <b>16,981</b> | % 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 2017 capital spending by quarter for cash flow purposes

|  | <b>2017</b>    |                |                |                |                   | <b>Future Phases</b> <span style="color: red;">Note B</span> |                |                |                |
|--|----------------|----------------|----------------|----------------|-------------------|--|----------------|----------------|----------------|
| <b>Project Components</b>  | <b>JAN-MAR</b> | <b>APR-JUN</b> | <b>JUL-SEP</b> | <b>OCT-DEC</b> | <b>Total 2017</b> | <b>2018</b>  | <b>2019</b>    | <b>2020</b>    | <b>2021</b>    |
| Labour, Materials, Equip.  |                |                | 16,981         |                | 16,981            | 231,000  | 231,000        | 231,000        | 231,000        |
|  |                |                |                |                | -                 |  |                |                |                |
|  |                |                |                |                | -                 |  |                |                |                |
| <b>Total Cost</b>  | <b>-</b>       | <b>-</b>       | <b>16,981</b>  | <b>-</b>       | <b>16,981</b>     | <b>231,000</b>   | <b>231,000</b> | <b>231,000</b> | <b>231,000</b> |
| <span style="color: red;">Note B:</span> 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**

|                                 |      |            |            |            |
|---------------------------------|------|------------|------------|------------|
|                                 | 2017 | Annualized |            |            |
| Incremental Revenues            |      |            | # FT Staff | # PT Staff |
| Incremental Salary and Benefits |      |            |            |            |
| Incremental Non-Salary Costs    |      |            |            |            |
| Total Incr. Exp./(Rev.)         | -    | -          |            |            |

**2016 Capital Plan Summary**

| Project Cost   |  | Funding Type        |         |          |
|--|--|---------------------|---------|----------|
| Serv De Capital Project                                | Comments   | Development Charges | Grant   | Reserves |
| General Government                                     |  |                     |         |          |
| Corporate  |  |                     |         |          |
| Destination Marketing/Branding (Logo)                  | 2016 approved, carried forward to 2017.  |                     |         | \$7,500  |
|  | RED Funding  |                     | \$7,500 |          |
| Parks and Recreation                                   |  |                     |         |          |
| Badenoch   |  |                     |         |          |
| Exterior Wall Rehab Program                            | BCA indicates wall systems appear to be in fair condition and an allowance be set up for wall rehabilitation program to include localized tuck pointing and other masonry repairs (p. 2-6 of 2-16). Badenoch has indicated that the repairing of the exterior back wall is only required, not all walls. |                     |         | \$10,000 |
| Planning   |  |                     |         |          |
| Planning   |  |                     |         |          |
| Comprehensive Zoning By-law Review (CIP OPA Amendment) | Approved in 2016, carried forward to 2017.   |                     |         | \$70,899 |
|  | DC eligible  | \$7,012             |         |          |
| Public Works   |  |                     |         |          |
| Public Works   |  |                     |         |          |
| Bridge and Culvert Inspections                         | Levy raised in 2016 for 2017 bridge and culvert inspection work.   |                     |         | \$7,500  |

## 2017 Capital Plan Summary

| Project Cost Service | Department      | Capital Project                          | Comments   | Funding Type Development Charges | Grant | Levy     | Reserves |
|----------------------|-----------------|--|--|----------------------------------|-------|----------|----------|
| Building             |                 |  |  |                                  |       |          |          |
|                      | Building        |  |  |                                  |       |          |          |
|                      |                 | Vehicle - for CBO Official - Replacement | See Capital Budget Sheet   |                                  |       |          | \$35,000 |
| Fire and Rescue      |                 |  |  |                                  |       |          |          |
|                      | Fire and Rescue |  |  |                                  |       |          |          |
|                      |                 | Defibrillators                           | See Capital Budget Sheet   |                                  |       | \$6,000  | \$15,000 |
|                      |                 | Pickup Truck                             | See Capital Budget Sheet   | \$23,050                         |       |          |          |
|                      |                 | Structural Firefighter Ensemble          | See Capital Budget Sheet   |                                  |       | \$13,655 |          |
|                      |                 | Extractor/Washer and Dryer               | See Capital Budget Sheet   |                                  |       |          | \$23,784 |
|                      |                 | Computer Aided Dispatch                  | See Capital Budget Sheet   |                                  |       |          | \$12,000 |
|                      |                 | Fire Equip.                              | Amount contributed is half of the amount forecasted in the 2016 Capital Budget and Forecast. |                                  |       | \$10,000 |          |
|                      |                 | Fire Vehicle Replac.                     | Amount contributed is half of the amount forecasted in the 2016 Capital Budget and Forecast. |                                  |       | \$50,000 |          |
| General Government   |                 |  |  |                                  |       |          |          |
|                      | Corporate       |  |  |                                  |       |          |          |
|                      |                 | Computer Equipment                       | See Capital Budget Sheet   |                                  |       | \$10,000 |          |
|                      |                 | Drainage Plumbing Repair - Fire          | See Capital Budget Sheet   |                                  |       |          | \$9,180  |
|                      |                 | Corp. Office Repairs                     | Amount contributed is half of the amount forecasted in the 2016 Capital Budget and Forecast. |                                  |       | \$25,000 |          |
|                      |                 | Corp. Accessibility                      | Amount contributed is half of the amount forecasted in the 2016 Capital Budget and Forecast. |                                  |       | \$5,000  |          |
|                      |                 | Corp. IT Software                        | Amount contributed is half of the amount forecasted in the 2016 Capital Budget and Forecast. |                                  |       | \$5,000  |          |

## 2017 Capital Plan Summary

| Project Cost Service | Department | Capital Project                     | Comments   | Funding Type Development Charges | Grant | Levy     | Reserves |
|----------------------|------------|-------------------------------------|--|----------------------------------|-------|----------|----------|
|                      |            | Corp. IT Hardware                   | Amount contributed is half of the amount forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$2,500  |          |
|                      |            |                                     |  |                                  |       |          |          |
|                      | Finance    |                                     |  |                                  |       |          |          |
|                      |            | Updates to Asset Management Plan    | See Capital Budget Sheet   |                                  |       | \$10,000 |          |
|                      |            |                                     |  |                                  |       |          |          |
| Parks and Recreation |            |                                     |  |                                  |       |          |          |
|                      | Badenoch   |                                     |  |                                  |       |          |          |
|                      |            | Interior Wall or Drywall Plastering | Cracking of existing plaster walls in the main hall. This item has been noted by Badenoch staff as second priority.  |                                  |       | \$7,500  |          |
|                      |            | Localized Wall Repairs              | BCA report indicates significant water infiltration into the basement was observed as either coming in through the foundation walls or the slab-on-grade and completion of a detailed condition survey to determine the source of water infiltration estimated at \$5K and localized repairs to stop the ongoing water infiltration estimated at \$10K (p. 2-3 of 2-16). Badenoch staff have indicated that the basement wall was repaired where water pipes entered through the foundation. |                                  |       | \$15,000 |          |
|                      |            | Window and Door Replacement Program | BCA indicates exterior windows and doors are in fair to poor condition and they will reach the end of their life expectancy within 5 years with an estimate of window and door replacement program in 2019 for \$40,000 (p. 2-6 of 2-16). The replacement of exterior doors and storm windows has been indicated by Badenoch staff as first priority.  |                                  |       | \$25,000 |          |
|                      |            |                                     |  |                                  |       |          |          |
|                      | ORC        |                                     |  |                                  |       |          |          |

## 2017 Capital Plan Summary

| Project Cost Service | Department   | Capital Project                | Comments  | Funding Type Development Charges | Grant    | Levy      | Reserves |
|----------------------|--------------|--------------------------------|---|----------------------------------|----------|-----------|----------|
|                      |              | Olympia Ice Resurfacers        | See Capital Budget Sheet  |                                  |          |           | \$87,000 |
|                      |              | ORC Equip.                     | Amount contributed is half of the amount forecasted in the 2016 Capital Budget and Forecast.  |                                  |          | \$5,000   |          |
|                      |              | ORC Fac. Improv.               | Amount contributed is half of the amount forecasted in the 2016 Capital Budget and Forecast.  |                                  |          | \$10,000  |          |
|                      |              |                                |   |                                  |          |           |          |
|                      | Parks        |                                |   |                                  |          |           |          |
|                      |              | Kabota Lawnmower               | See Capital Budget Sheet<br>2502 hours on lawn tractor.<br>Proposed contracting costs for lawn care only (ie. no landscaping, no ball diamond maintenance, no playground maintenance etc.) - \$55,250 per year<br>2015 actual Parks costs - \$47,113 vs. 2015 Budgeted Parks costs - \$75,474 |                                  |          |           | \$30,000 |
|                      |              | Parks Infrastr.                | Amount contributed is half of the amount forecasted in the 2016 Capital Budget and Forecast.  |                                  |          | \$25,000  |          |
|                      |              | Parks Equip.                   | Amount contributed is half of the amount forecasted in the 2016 Capital Budget and Forecast.  |                                  |          | \$5,000   |          |
|                      |              |                                |   |                                  |          |           |          |
|                      | PCC          |                                |   |                                  |          |           |          |
|                      |              | PCC Equip.                     | Amount contributed is half of the amount forecasted in the 2016 Capital Budget and Forecast.  |                                  |          | \$5,000   |          |
|                      |              | PCC Fac. Improv.               | Amount contributed is half of the amount forecasted in the 2016 Capital Budget and Forecast.  |                                  |          | \$10,000  |          |
|                      |              |                                |   |                                  |          |           |          |
|                      | Public Works |                                |   |                                  |          |           |          |
|                      | Public Works |                                |   |                                  |          |           |          |
|                      |              | Bridge and Culvert Inspections | See Capital Budget Sheet  |                                  |          | \$7,500   |          |
|                      |              | Ellis Rd-32 to Townline        | See Capital Budget Sheet  |                                  |          | \$139,398 |          |
|                      |              |                                | 15.6% DC recoverable  | \$39,780                         |          |           |          |
|                      |              |                                | OCIF - Formula Based Grant Funding  |                                  | \$75,822 |           |          |

## 2017 Capital Plan Summary

| Project Cost Service | Department | Capital Project                                 | Comments   | Funding Type Development Charges | Grant            | Levy             | Reserves         |
|----------------------|------------|---|--|----------------------------------|------------------|------------------|------------------|
|                      |            | Nassagaweya-Puslinch Townline                   | See Capital Budget Sheet   |                                  |                  | \$56,000         |                  |
|                      |            | Pickup truck-Staff                              | See Capital Budget Sheet   |                                  |                  |                  | \$45,000         |
|                      |            | Victoria Rd (Aberfoyle Pit 2 to County Road 36) | See Capital Budget Sheet   |                                  |                  | \$12,600         |                  |
|                      |            |   | 15.6% DC recoverable   | \$62,400                         |                  |                  |                  |
|                      |            |   | Gas Tax Funding  |                                  | \$325,000        |                  |                  |
|                      |            | Laird Rd (County Road 32 to Downey Road)        | See Capital Budget Sheet   |                                  |                  | \$350,000        | \$100,000        |
|                      |            | Public Works Replace. and Restorat.             | Amount contributed is half of the amount forecasted in the 2016 Capital Budget and Forecast. |                                  |                  | \$25,000         |                  |
|                      |            | Public Works Equip.                             | Amount contributed is half of the amount forecasted in the 2016 Capital Budget and Forecast. |                                  |                  | \$50,000         |                  |
| <b>Grand Total</b>   |            |   |  | <b>\$125,230</b>                 | <b>\$400,822</b> | <b>\$885,153</b> | <b>\$356,964</b> |

**TOWNSHIP OF PUSLINCH  
2017 CAPITAL BUDGET**

**Department**

**Building Department**

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

Project Title - Vehicle Replacement

Project Type - Pickup truck- Chief Building Official

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

Replace the current 2013 Chevrolet Silverado half ton extended cab pickup truck used by the Chief Building Official.

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

N/A

**4 - Project Description**

Pickup truck replacements are currently on a 5 year cycle for this position. This acquisition is accelerated by 1 year due to transition of a vehicle to the Fire Department as per Report FIR-2016-003. The cost relates to current pricing of half ton extended cab pickup trucks.

**5 - Capital Funding for 2017 Expenditures**

**Tax Levy**

**Gas Tax Reserve Fund**

**Aggregate Levy**

**In Lieu of Parkland**

**Building Reserve Fund**

17,500

**DC Reserve Fund** Note A

**Inter-Corporate Transfer**

17,500

**Total Funding**

**35,000**

**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 2017 capital spending by quarter for cash flow purposes

| Project Components   | 2017    |         |         |         |        | Future Phases <sup>Note B</sup> |      |      |      |
|--|---------|---------|---------|---------|--------|---------------------------------|------|------|------|
|  | JAN-MAR | APR-JUN | JUL-SEP | OCT-DEC | 2017   | 2018                            | 2019 | 2020 | 2021 |
| Replacement Vehicle  | 35,000  |         |         |         | 35,000 |                                 |      |      |      |
|  |         |         |         |         | -      |                                 |      |      |      |
|  |         |         |         |         | -      |                                 |      |      |      |
|  |         |         |         |         | -      |                                 |      |      |      |
| Total Cost   | 35,000  | -       | -       | -       | 35,000 | -                               | -    | -    | -    |
| <sup>Note B:</sup> 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

|                                 | 2017 | Annualized | # FT Staff | # PT Staff |
|---------------------------------|------|------------|------------|------------|
| Incremental Revenues            |      |            |            |            |
| Incremental Salary and Benefits |      |            |            |            |
| Incremental Non-Salary Costs    |      |            |            |            |
| Total Incr. Exp./ (Rev.)        | -    | -          |            |            |

**TOWNSHIP OF PUSLINCH  
2017 CAPITAL BUDGET**

**Department**

**Fire**

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

Project Title - Defibrillators

Type - Replacement

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

2012 Defibrillators have a 5-year life cycle from the date of manufacture as per manufacturers specifications

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

Total of 7 defibrillators to be replaced. Optimist Recreation Center (1), Badenoch Community Center (1), Puslinch Community Center (1), Township Office (1), and Fire and Rescue Trucks (3).

**4 - Project Description**

Township requires four public access defibrillators at \$1,500 per unit and three fire department defibrillators at \$5,000 per unit. The Township has approached Guelph Wellington Emergency Medical Services regarding Heart and Stroke Foundation public access defibrillator grant program. It is unknown at this time if the Township will receive grant funding.

**5 - Capital Funding for 2017 Expenditures**

|  |               |   |  |
|--|---------------|---|--|
| <b>Tax Levy</b>                              | 6,000         | <b>Additional information related to DC's</b><br>Project # and Description in DC<br>Year in DC Study<br>% of DC Funding allowed in DC<br>Service Area in DC |  |
| <b>Gas Tax Reserve Fund</b>                  |               |   |  |
| <b>Aggregate Levy</b>                        |               |   |  |
| <b>In Lieu of Parkland</b>                   |               |   |  |
| <b>Fire Equipment Replacement</b>            | 15,000        |   |  |
| <b>DC Reserve Fund</b> <small>Note A</small> |               |   |  |
| <b>Other (grants)</b>                        |               |   |  |
| <b>Total Funding</b>                         | <b>21,000</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 2017 capital spending by quarter for cash flow purposes

| Project Components   | 2017    |         |         |         |            |      |      |      |      |
|--|---------|---------|---------|---------|------------|------|------|------|------|
|  | JAN-MAR | APR-JUN | JUL-SEP | OCT-DEC | Total 2017 | 2018 | 2019 | 2020 | 2021 |
| Seven Defibrillators   |         | 21,000  |         |         | 21,000     |      |      |      |      |
|  |         |         |         |         | -          |      |      |      |      |
|  |         |         |         |         | -          |      |      |      |      |
|  |         |         |         |         | -          |      |      |      |      |
| <b>Total Cost</b>  | -       | 21,000  | -       | -       | 21,000     | -    | -    |      | -    |
| <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. |         |         |         |         |            |      |      |      |      |

**7 - Incremental Operating Budget Impact**

|                                 | 2017 | Annualized | # PT Staff |
|---------------------------------|------|------------|------------|
| Incremental Revenues            |      |            |            |
| Incremental Salary and Benefits |      |            |            |
| Incremental Non-Salary Costs    |      |            |            |
| Total Incr. Exp./(Rev.)         | -    | -          |            |

**TOWNSHIP OF PUSLINCH  
2017 CAPITAL BUDGET**

**Department**

**Fire**

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

Project Title - Additional Vehicle

Type - Pickup Truck - Fire Chief

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

The proposed fire and rescue pickup truck would be used by the Fire Chief 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 would eliminate concerns associated with utilizing staff's personal vehicle for a variety of Township business. It is recommended that the Fire Chief be allowed to take this vehicle home to allow for a quicker response, as well as increased opportunity to manage and mitigate emergency situations. The vehicle would be used for frequent low kilometer usage. Total Township 10 year replacement cycle is recommended.

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

N/A

**4 - Project Description**

Inter - corporate transfer of the Chief Building Official pickup truck to fire department. Total lifecycle of ten years (5 years Building and 5 years Fire) Truck to be used for multiple purposes including command vehicle, fire prevention, public education, training and emergency response.

| <b>Operating Impact</b>            |                |
|------------------------------------|----------------|
| Insurance                          | \$900          |
| Estimated Maintenance Cost         | \$1,000        |
| Fuel                               | \$2,000        |
| Mileage Expense Savings            | \$2,200        |
| <b>Total Annual Operating Cost</b> | <b>\$1,700</b> |

| <b>Capital Impact</b>                 |               |
|---------------------------------------|---------------|
| Purchase from Building Department     | \$17,500      |
| Emergency Lights, Siren, Installation | \$5,000       |
| Miscellaneous                         | \$550         |
| <b>Total Annual Capital Cost</b>      | <b>23,050</b> |

**5 - Capital Funding for 2017 Expenditures**

|                               |               |   |                                |
|-------------------------------|---------------|---|--------------------------------|
| Tax Levy                      |               | <b>Additional information related to DC's</b> |                                |
| Gas Tax Reserve Fund          |               |   |                                |
| Aggregate Levy                |               |   |                                |
| In Lieu of Parkland           |               |   |                                |
| Working Reserve               |               |   |                                |
| DC Reserve Fund <b>Note A</b> | 23,050        | Project # and Description in DC               | 1 - Provision for New Vehicles |
| Other (grants)                |               | Year in DC Study                              | 2017-2023                      |
| Total Funding                 | <b>23,050</b> | % of DC Funding allowed in DC                 | 100%                           |
|                               |               | 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 2017 capital spending by quarter for cash flow purposes

| Project Components | 2017    |               |         |         |               | Future Phases <b>Note B</b> |      |      |
|--------------------|---------|---------------|---------|---------|---------------|-----------------------------|------|------|
|                    | JAN-MAR | APR-JUN       | JUL-SEP | OCT-DEC | Total 2017    | 2017                        | 2018 | 2020 |
| Additional Vehicle |         | 23,050        |         |         | 23,050        |                             |      |      |
|                    |         |               |         |         | -             |                             |      |      |
|                    |         |               |         |         | -             |                             |      |      |
|                    |         |               |         |         | -             |                             |      |      |
| <b>Total Cost</b>  | -       | <b>23,050</b> | -       | -       | <b>23,050</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**

|                                 | 2017         | Annualized |            |            |
|---------------------------------|--------------|------------|------------|------------|
| Incremental Revenues            |              |            | # FT Staff | # PT Staff |
| Incremental Salary and Benefits |              |            |            |            |
| Incremental Non-Salary Costs    | 1,700        |            |            |            |
| Total Incr. Exp./(Rev.)         | <b>1,700</b> | -          |            |            |

**TOWNSHIP OF PUSLINCH  
2017 CAPITAL BUDGET**

**Department**

**Fire**

**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. Fire Department (FD) will be hiring two firefighters in 2017. One firefighter that required ensemble in 2017 has resigned. FD requires one (1) more additional set of firefighter ensemble in 2017. Five (5) firefighter ensembles required in 2017 at a cost of \$2731 per unit.

**5 - Capital Funding for 2017 Expenditures**

|  |               |   |  |
|--|---------------|---|--|
| <b>Tax Levy</b>                              | 13,655        | <b>Additional information related to DC's</b><br>Project # and Description in DC<br>Year in DC Study<br>% of DC Funding allowed in DC<br>Service Area in DC |  |
| <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> <small>Note A</small> |               |   |  |
| <b>Other (grants)</b>                        |               |   |  |
| <b>Total Funding</b>                         | <b>13,655</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 2017 capital spending by quarter for cash flow purposes

|  | 2017    |         |         |         |            |      |      |      |      |
|--|---------|---------|---------|---------|------------|------|------|------|------|
| Project Components   | JAN-MAR | APR-JUN | JUL-SEP | OCT-DEC | Total 2017 | 2018 | 2019 | 2020 | 2021 |
| Structural firefighting ensembles  |         | 13,655  |         |         | 13,655     |      |      |      |      |
|  |         |         |         |         | -          |      |      |      |      |
|  |         |         |         |         | -          |      |      |      |      |
|  |         |         |         |         | -          |      |      |      |      |
| <b>Total Cost</b>  | -       | 13,655  | -       | -       | 13,655     | -    | -    |      | -    |
| <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. |         |         |         |         |            |      |      |      |      |

**7 - Incremental Operating Budget Impact**

|                                 | 2017 | Annualized | # PT Staff |
|---------------------------------|------|------------|------------|
| Incremental Revenues            |      |            |            |
| Incremental Salary and Benefits |      |            |            |
| Incremental Non-Salary Costs    |      |            |            |
| Total Incr. Exp./(Rev.)         | -    | -          |            |

**TOWNSHIP OF PUSLINCH  
2017 CAPITAL BUDGET**

**Department**

**Fire**

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

Project Title - Firefighter Ensemble Extractor/Washer and Dryer

Type - New Firefighter Ensemble Cleaning and Drying Equipment

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

Township recognized opportunities to improve the health and wellbeing of firefighters, minimize exposure to the public and reduce the risk of inadequate fire suppression staffing. Currently, Township fire department utilizes a third party agency, Fire Service Management located in Mississauga, Ontario to clean, inspect, test and repair firefighter's ensembles as per National Fire Protection Association 1851 "Standard on the Selection, Care, and Maintenance of Fire Protective Ensemble for Structural Fire Fighting and Proximity Fire Fighting". Although there is schedule for firefighter's ensemble annual advanced cleaning, testing and inspection, there have been several unplanned occasions in which firefighters had to send out their ensembles for cleaning due to smoke and heat exposure leaving the Township at risk. Township firefighters are often reluctant to send out their assigned soiled and/or contaminated ensembles after the unplanned events which places them out of service. The National Fire Protection Association 1851 standard requires that the Township conduct advance cleaning, inspection and test of all firefighter's ensemble every 12 months. The 1851 standard also states "the organization shall develop written standard operating policies that minimize the public's and fire department personnel exposure to soiled and/or contaminated firefighter ensembles" and that "the public shall not be exposed at any time, except during emergency operations to soiled or potentially contaminated protective ensembles".

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

Fire Station

**4 - Project Description**

There are many municipal fire departments that have purchased a second set of firefighter ensemble for fire department staff and purchased extractor/washing machine and drying systems to protect their staff and the public from toxic exposure. The second set of firefighter ensemble is very costly and is not recommended by Township staff. The proposed extractor/washer and dryer pending Council approval will remove the need to purchase four additional sets of firefighter ensembles in 2020, minimize harmful chemical exposure to staff and customers and meet legislative standards and industry best practices. A water softener is required to extend the life span of the washer/extractor and fire fighting gear and use less detergent. Structural firefighting ensembles extractor/washer and dryer has a 20 year life cycle



**5 - Capital Funding for 2017 Expenditures**

|  |               |   |  |  |
|--|---------------|---|--|--|
| <b>Tax Levy</b>                              |               | <b>Additional information related to DC's</b> |  |  |
| <b>Gas Tax Reserve Fund</b>                  |               |   |  |  |
| <b>Aggregate Levy</b>                        |               |   |  |  |
| <b>In Lieu of Parkland</b>                   |               |   |  |  |
| <b>Fire Equipment Replacement</b>            | 23,784        |   |  |  |
| <b>DC Reserve Fund</b> <small>Note A</small> |               | Project # and Description in DC               |  |  |
| <b>Other (grants)</b>                        |               | Year in DC Study                              |  |  |
| <b>Total Funding</b>                         | <b>23,784</b> | % 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 2017 capital spending by quarter for cash flow purposes

| <b>Project Components</b>  | <b>2017</b>    |                |                |                |                   |             |             |             |             |
|--|----------------|----------------|----------------|----------------|-------------------|-------------|-------------|-------------|-------------|
|  | <b>JAN-MAR</b> | <b>APR-JUN</b> | <b>JUL-SEP</b> | <b>OCT-DEC</b> | <b>Total 2017</b> | <b>2018</b> | <b>2019</b> | <b>2020</b> | <b>2021</b> |
| Firefighter Ensemble<br>Extractor/Washer and Dryer   |                | 18,275         |                |                | 18,275            |             |             |             |             |
| Extractor/Washer installation and<br>required plumbing (if drainage is<br>corrected to code) |                | 1,620          |                |                | 1,620             |             |             |             |             |
| Water Softener   |                | 3,670          |                |                | 3,670             |             |             |             |             |
| Detergent Dispensing System  |                | 219            |                |                | 219               |             |             |             |             |
| <b>Total Cost</b>  | <b>-</b>       | <b>23,784</b>  | <b>-</b>       | <b>-</b>       | <b>23,784</b>     | <b>-</b>    | <b>-</b>    |             | <b>-</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

Incremental Revenues  
Incremental Salary and Benefits  
Incremental Non-Salary Costs  
Total Incr. Exp./(Rev.)

| 2017 |
|------|
|      |
|      |
| 350  |
| 350  |

| Annualized |
|------------|
|            |
|            |
|            |
| -          |

| # PT Staff |
|------------|
|            |

The operating impact on a yearly basis for obtaining the extractor washer/dryer is \$150 for water softener salt and \$200 for extractor/washing machine soap.

**TOWNSHIP OF PUSLINCH  
2017 CAPITAL BUDGET**

**Department**

**Fire**

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

Project Title - Computer Aided Dispatch (CAD)

Type - New

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

The City of Guelph Fire Department is splitting the cost of the CAD system between all Wellington County Fire Departments. The CAD system is required to dispatch emergency calls and downstream records from Guelph dispatch to the Township fire department.

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

Guelph Fire Department Dispatch Center

**4 - Project Description**

The City of Guelph officially ended the RFP process to select a new radio vendor for the next 10 years including a CAD system. The CAD is a method of dispatching emergency services by computer. It is used to send emergency messages to the Township fire department and used to store and retrieve data. CAD consist of a software package used to initiate public safety calls for service, dispatch, and maintain the status of responding resources in the field. The system is used by the Guelph fire department 911 dispatchers located at the Guelph fire department dispatch center. All fire departments dispatched by Guelph fire department is required to participate in the cost of the CAD system. The City will invoice a one time fee of \$12,000 for each Wellington County fire department. The CAD system serves no benefit to the City.

**5 - Capital Funding for 2017 Expenditures**

|  |               |   |  |
|--|---------------|---|--|
| <b>Tax Levy</b>  |               | <b>Additional information related to DC's</b><br>Project # and Description in DC<br>Year in DC Study<br>% of DC Funding allowed in DC<br>Service Area in DC |  |
| <b>Gas Tax Reserve Fund</b>                                    |               |   |  |
| <b>Aggregate Levy</b>  |               |   |  |
| <b>In Lieu of Parkland</b>                                     |               |   |  |
| <b>Fire Equipment Working Reserve</b>                          | 12,000        |   |  |
| <b>DC Reserve Fund</b> <span style="color: red;">Note A</span> |               |   |  |
| <b>Other (grants)</b>  |               |   |  |
| <b>Total Funding</b>   | <b>12,000</b> |   |  |

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

Please list proposed 2017 capital spending by quarter for cash flow purposes

| Project Components   | 2017          |         |         |         |               |      |      |      |      |
|--|---------------|---------|---------|---------|---------------|------|------|------|------|
|  | JAN-MAR       | APR-JUN | JUL-SEP | OCT-DEC | Total 2017    | 2018 | 2019 | 2020 | 2021 |
| Computer - aided dispatch  | 12,000        |         |         |         | 12,000        |      |      |      |      |
|  |               |         |         |         | -             |      |      |      |      |
|  |               |         |         |         | -             |      |      |      |      |
|  |               |         |         |         | -             |      |      |      |      |
| <b>Total Cost</b>  | <b>12,000</b> |         | -       | -       | <b>12,000</b> | -    | -    |      | -    |
| <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. |               |         |         |         |               |      |      |      |      |

**7 - Incremental Operating Budget Impact**

|                                 | 2017 | Annualized | # PT Staff |
|---------------------------------|------|------------|------------|
| Incremental Revenues            |      |            |            |
| Incremental Salary and Benefits |      |            |            |
| Incremental Non-Salary Costs    |      |            |            |
| Total Incr. Exp./ (Rev.)        | -    | -          |            |

**TOWNSHIP OF PUSLINCH  
2017 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 for 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 laptops and workstations to be replaced at a cost of \$1,500 per workstation and \$1,500 - \$2,000 per laptop.

6 of the following computers are proposed to be replaced in 2017:

NB 2012 01; NB 2013 01; NB 2013 04; NB 2013 05; NB 2013 06; WS 2013 01; WS 2013 02; WS 2013 03; WS 2013 04; WS 2013 05; WS 2013 06; WS 2013 07; WS 2013 08

**5 - Capital Funding for 2017 Expenditures**

|  |               |   |  |
|--|---------------|---|--|
| <b>Tax Levy</b>  | 10,000        | <b>Additional information related to DC's</b><br>Project # and Description in DC<br>Year in DC Study<br>% of DC Funding allowed in DC<br>Service Area in DC |  |
| <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;">Note A</span> |               |   |  |
| <b>Other (grants)</b>  |               |   |  |
| <b>Total Funding</b>   | <b>10,000</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 2017 capital spending by quarter for cash flow purposes

| Project Components   | 2017    |         |         |         |               |               |               |               |               |
|--|---------|---------|---------|---------|---------------|---------------|---------------|---------------|---------------|
|  | JAN-MAR | APR-JUN | JUL-SEP | OCT-DEC | Total 2017    | 2018          | 2019          | 2020          | 2021          |
| Replacement of laptops/desktops  |         | 10,000  |         |         | 10,000        | 10,000        | 10,000        | 10,000        | 10,000        |
|  |         |         |         |         | -             |               |               |               |               |
|  |         |         |         |         | -             |               |               |               |               |
|  |         |         |         |         | -             |               |               |               |               |
| <b>Total Cost</b>  | -       |         | -       | -       | <b>10,000</b> | <b>10,000</b> | <b>10,000</b> | <b>10,000</b> | <b>10,000</b> |
| <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. |         |         |         |         |               |               |               |               |               |

**7 - Incremental Operating Budget Impact**

|                                 | 2017 | Annualized | # PT Staff |
|---------------------------------|------|------------|------------|
| Incremental Revenues            |      |            |            |
| Incremental Salary and Benefits |      |            |            |
| Incremental Non-Salary Costs    |      |            |            |
| <b>Total Incr. Exp./ (Rev.)</b> | -    | -          |            |

**TOWNSHIP OF PUSLINCH  
2017 CAPITAL BUDGET**

**Department**

**Corporate**

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

Project Title - Drainage Plumbing Repair

Type - Plumbing

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

Fire Department rear sink plumbing drainage is not vented to code and is draining to the wrong septic tank. The current plumbing drainage system is not suitable for the rear sink that is utilized to wash self contained breathing apparatus (SCBA) masks and the proposed extractor/washer and water softener. The new drainage system would be tied into the washroom drainage.

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

Fire Station

**4 - Project Description**

It was recognized by a certified plumber and the Township Chief Building Official that the plumbing drainage piping at the rear of the fire hall that was installed in 1981 is not currently meeting the Ontario Building Code. To correct it and have the proper drainage for the sinks and any proposed appliances such as an extractor/washer and softener, this plumbing drainage system must be upgraded to meet the Ontario Building Code. Fire department staff will oversee the plumbing work.

**5 - Capital Funding for 2017 Expenditures**

|   |              |   |  |
|---|--------------|---|--|
| <b>Tax Levy</b>                                 |              | <b>Additional information related to DC's</b> |  |
| <b>Gas Tax Reserve Fund</b>                     |              |   |  |
| <b>Aggregate Levy</b>                           |              |   |  |
| <b>In Lieu of Parkland</b>                      |              |   |  |
| <b>Corporate Office Repairs and Restoration</b> | 9,180        |   |  |
| <b>DC Reserve Fund</b> <sup>Note A</sup>        |              | Project # and Description in DC               |  |
| <b>Other (grants)</b>                           |              | Year in DC Study                              |  |
| <b>Total Funding</b>                            | <b>9,180</b> | % 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 2017 capital spending by quarter for cash flow purposes

| Project Components                             | 2017    |         |         |         |              |      |      |      |      |
|--|---------|---------|---------|---------|--------------|------|------|------|------|
|  | JAN-MAR | APR-JUN | JUL-SEP | OCT-DEC | Total 2017   | 2018 | 2019 | 2020 | 2021 |
| Drainage for plumbing to be brought up to code |         | 9,180   |         |         | 9,180        |      |      |      |      |
|  |         |         |         |         | -            |      |      |      |      |
|  |         |         |         |         | -            |      |      |      |      |
|  |         |         |         |         | -            |      |      |      |      |
| <b>Total Cost</b>                              | -       |         | -       | -       | <b>9,180</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**

|                                 | 2017 | Annualized | # PT Staff |
|---------------------------------|------|------------|------------|
| Incremental Revenues            |      |            |            |
| Incremental Salary and Benefits |      |            |            |
| Incremental Non-Salary Costs    |      |            |            |
| <b>Total Incr. Exp./(Rev.)</b>  | -    | -          |            |



**TOWNSHIP OF PUSLINCH  
2017 CAPITAL BUDGET**

**Department**

**Finance**

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

Project Title - Updates to Asset Management Plan

Project Type - Plan

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

1.) The AMP indicates that Stormwater Management (SWM) facilities be inspected and maintained in accordance with the Ministry of Environment SWM Planning and Design Manual. The AMP indicates that these inspections in accordance with the MOE be completed annually to ensure inlets and outlets are free from obstructing debris and to assess maintenance requirements. As part of our Municipal Performance Measurement Program reporting, the information requested is the total kilometers of rural drainage system. The estimate for inspecting SWM facilities is included in the 2017 budget at a cost of \$10,000 (\$3,500 is a one-time cost for determining the length and reviewing and compiling archive data of SWM design reports).

2.) The AMP dated December 2013 indicates that at a minimum, the AMP should be updated every 5 years. The estimate for incorporating the updates above to our AMP is included in the 2018 forecast at a total cost of \$10,000. In 2015, BDO Canada LLP conducted a review of the Township AMP to provide the Township with recommendations, etc. for our next update. The recommendations as part of BDO's peer review should be incorporated into the updated AMP. BDO Canada has recommended improvements to the Township's financing strategy in order to be aligned with the Ministry's requirements for an AMP.

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

N/A

**4 - Project Description**

Updates to Asset Management Plan

**5 - Capital Funding for 2017 Expenditures**

**Tax Levy**

10,000

**Gas Tax Reserve Fund**

**Aggregate Levy**

**In Lieu of Parkland**

**Building Surplus**

**Reserve Fund**

**Additional information related to DC's**

Project # and Description in DC

|                                      |               |                               |  |
|--------------------------------------|---------------|-------------------------------|--|
| <b>DC Reserve Fund</b> <b>Note A</b> |               | 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 2017 capital spending by quarter for cash flow purposes

|                           | <b>2017</b>    |                |                |                |                   | <b>Future Phases</b> <b>Note B</b> |             |             |             |
|---------------------------|----------------|----------------|----------------|----------------|-------------------|------------------------------------|-------------|-------------|-------------|
| <b>Project Components</b> | <b>JAN-MAR</b> | <b>APR-JUN</b> | <b>JUL-SEP</b> | <b>OCT-DEC</b> | <b>Total 2017</b> | <b>2018</b>                        | <b>2019</b> | <b>2020</b> | <b>2021</b> |
| Professional Services     |                |                |                | 10,000         | 10,000            | 10,000                             |             |             |             |
|                           |                |                |                |                | -                 |                                    |             |             |             |
|                           |                |                |                |                | -                 |                                    |             |             |             |
| <b>Total Cost</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

|  | <b>2017</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  
2017 CAPITAL BUDGET**

**Department**

**Optimist Recreation Centre**

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

Project Title - Olympia Ice Resurfacer

Project Type - Equipment Replacement

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

Replace the current propane powered 1977 Olympia Ice- Re-surfacer. There was a partial rebuild completed in 1995.

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

Optimist Recreation Center Outdoor Arena

**4 - Project Description**

The current machine is 39 years old, standard replacement cycle is 15 years, in our situation this cycle could be extended out to 25 years. Rink boards are being struck and damaged due to the size of this machine compared to the size of the ice surface, propane training is having to be done annually because of part time staff turnover. A smaller electric version is now available and would be a better fit for our facility. Going to electric would generate fuel savings and training savings of approximately \$3,500.00 per year.

**5 - Capital Funding for 2017 Expenditures**

|  |               |   |  |
|--|---------------|---|--|
| <b>Tax Levy</b>                                  |               | <b>Additional information related to DC's</b> |  |
| <b>Gas Tax Reserve Fund</b>                      |               |   |  |
| <b>Aggregate Levy</b>                            |               |   |  |
| <b>In Lieu of Parkland</b>                       |               |   |  |
| <b>ORC Equipment Replacement Working Reserve</b> | 87,000        | Project # and Description in DC               |  |
| <b>DC Reserve Fund</b> <small>Note A</small>     |               | Year in DC Study                              |  |
| <b>Other (grants)</b>                            |               | % of DC Funding allowed in DC                 |  |
| <b>Total Funding</b>                             | <b>87,000</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 2017 capital spending by quarter for cash flow purposes

|  | <b>2017</b>    |                |                |                |               | <b>Future Phases</b> <span style="color: red;">Note B</span> |             |             |             |
|--|----------------|----------------|----------------|----------------|---------------|--|-------------|-------------|-------------|
| <b>Project Components</b>  | <b>JAN-MAR</b> | <b>APR-JUN</b> | <b>JUL-SEP</b> | <b>OCT-DEC</b> | <b>2017</b>   | <b>2018</b>  | <b>2019</b> | <b>2020</b> | <b>2020</b> |
| Vehicle Replacement  |                |                |                | 87,000         | 87,000        |  |             |             |             |
|  |                |                |                |                | -             |  |             |             |             |
|  |                |                |                |                | -             |  |             |             |             |
|  |                |                |                |                | -             |  |             |             |             |
| <b>Total Cost</b>  | -              | -              | -              | <b>87,000</b>  | <b>87,000</b> | -  | -           | -           | -           |
| <span style="color: red;">Note B:</span> 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>2017</b>    | <b>Annualized</b> |            |            |
|---------------------------------|----------------|-------------------|------------|------------|
| Incremental Revenues            | 3,500          |                   | # FT Staff | # PT Staff |
| Incremental Salary and Benefits |                |                   |            |            |
| Incremental Non-Salary Costs    |                |                   |            |            |
| <b>Total Incr. Exp./ (Rev.)</b> | <b>- 3,500</b> | <b>-</b>          |            |            |

Note: Incremental revenues relate to the \$3,000 in fuel savings (account number 01-0080-4203) which will not be required with the purchase of this electric ice resurfacer and \$500 in training savings (account number 01-0080-4309). Therefore, the introduction of this capital item will result in savings of \$3,500 per year with a 25 year replacement cycle.

**TOWNSHIP OF PUSLINCH  
2017 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.)**

Replace the current 2005 Kabota lawnmower.

**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.

**5 - Capital Funding for 2017 Expenditures**

**Tax Levy**

**Gas Tax Reserve Fund**

**Aggregate Levy**

**In Lieu of Parkland**

**Parks Equipment**

**Replacement Working**

**Reserve**

**DC Reserve Fund** Note A

**Other (grants)**

**Total Funding**

30,000

**30,000**

**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 2017 capital spending by quarter for cash flow purposes

| Project Components   | 2017    |         |         |               |               | Future Phases <sup>Note B</sup> |      |      |      |
|--|---------|---------|---------|---------------|---------------|---------------------------------|------|------|------|
|  | JAN-MAR | APR-JUN | JUL-SEP | OCT-DEC       | 2017          | 2018                            | 2019 | 2020 | 2020 |
| Lawnmower Replacement  |         |         |         | 30,000        | 30,000        |                                 |      |      |      |
|  |         |         |         |               | -             |                                 |      |      |      |
|  |         |         |         |               | -             |                                 |      |      |      |
|  |         |         |         |               | -             |                                 |      |      |      |
| <b>Total Cost</b>  | -       | -       | -       | <b>30,000</b> | <b>30,000</b> | -                               | -    | -    | -    |
| <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. |         |         |         |               |               |                                 |      |      |      |

**7 - Incremental Operating Budget Impact**

|                                 | 2017 | Annualized | # FT Staff | # PT Staff |
|---------------------------------|------|------------|------------|------------|
| Incremental Revenues            |      |            |            |            |
| Incremental Salary and Benefits |      |            |            |            |
| Incremental Non-Salary Costs    |      |            |            |            |
| Total Incr. Exp./(Rev.)         | -    | -          |            |            |

**TOWNSHIP OF PUSLINCH****2017 CAPITAL BUDGET****Department****Public Works****1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Bridge and Culvert Inspections

Type - Ontario Structure Inspection Manual Report

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

OSIM reports are required every 2 years under Ontario Regulation 104/97

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

Bridges and culverts listed in the Township's 2013 Asset Management Plan

**4 - Project Description**

Complete engineering component and requirements for the 2017 OSIM Reports.

**5 - Capital Funding for 2017 Expenditures**

|  |               |   |                            |
|--|---------------|---|----------------------------|
| <b>Tax Levy</b>                          | 7,500         | <b>Additional information related to DC's</b> |                            |
| <b>Gas Tax Reserve Fund</b>              |               |   |                            |
| <b>Aggregate Levy</b>                    |               |   |                            |
| <b>In Lieu of Parkland</b>               |               |   |                            |
| <b>Capital Carryforward</b>              | 7,500         |   |                            |
| <b>DC Reserve Fund</b> <sup>Note A</sup> |               | Project # and Description in DC               |                            |
| <b>Other (grants)</b>                    |               | Year in DC Study                              |                            |
| <b>Total Funding</b>                     | <b>15,000</b> | % of DC Funding allowed in DC                 |                            |
|  |               | 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 2017 capital spending by quarter for cash flow purposes

| Project Components   | 2017    |         |         |               |               | Future Phases <sup>Note B</sup> |               |      |               |
|--|---------|---------|---------|---------------|---------------|---------------------------------|---------------|------|---------------|
|  | JAN-MAR | APR-JUN | JUL-SEP | OCT-DEC       | Total 2017    | 2018                            | 2019          | 2020 | 2021          |
| Professional Services  |         |         |         | 15,000        | 15,000        |                                 | 15,000        |      | 15,000        |
|  |         |         |         |               | -             |                                 |               |      |               |
|  |         |         |         |               | -             |                                 |               |      |               |
|  |         |         |         |               | -             |                                 |               |      |               |
| <b>Total Cost</b>  | -       | -       | -       | <b>15,000</b> | <b>15,000</b> | -                               | <b>15,000</b> | -    | <b>15,000</b> |
| <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. |         |         |         |               |               |                                 |               |      |               |

**7 - Incremental Operating Budget Impact**

|                                 | 2017 | Annualized | # FT Staff | # PT Staff |
|---------------------------------|------|------------|------------|------------|
| Incremental Revenues            |      |            |            |            |
| Incremental Salary and Benefits |      |            |            |            |
| Incremental Non-Salary Costs    |      |            |            |            |
| Total Incr. Exp./ (Rev.)        | -    | -          |            |            |



**TOWNSHIP OF PUSLINCH****2017 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 44 amounting to repaving of 2.1 kms of roadway as identified in Appendix B - 2014 Expenditure Forecast of the Asset Management Plan dated December 2013.

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

Ellis Road between Wellington Road 32 and Townline 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 2017 Expenditures**

|  |                |   |  |
|--|----------------|---|--|
| <b>Tax Levy</b>                          | 139,398        | <b>Additional information related to DC's</b> |  |
| <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> <sup>Note A</sup> | 39,780         | Project # and Description in DC               | 26 - Provision for Future Road Projects (p. 5-6) |
| <b>OCIF Formula Based</b>                | 75,822         | Year in DC Study                              | 2019-2023  |
| <b>Total Funding</b>                     | <b>255,000</b> | % 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 2017 capital spending by quarter for cash flow purposes

|  | 2017    |         |         |         |         | Future Phases <sup>Note B</sup> |      |      |      |
|--|---------|---------|---------|---------|---------|---------------------------------|------|------|------|
| Project Components   | JAN-MAR | APR-JUN | JUL-SEP | OCT-DEC | 2017    | 2018                            | 2019 | 2020 | 2021 |
| Construction   |         |         |         | 255,000 | 255,000 |                                 |      |      |      |
|  |         |         |         |         | -       |                                 |      |      |      |
|  |         |         |         |         | -       |                                 |      |      |      |
|  |         |         |         |         | -       |                                 |      |      |      |
| Total Cost   | -       | -       | -       | 255,000 | 255,000 | -                               | -    | -    | -    |
| <sup>Note B:</sup> 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

|                                 | 2017 | Annualized | # FT Staff | # PT Staff |
|---------------------------------|------|------------|------------|------------|
| Incremental Revenues            |      |            |            |            |
| Incremental Salary and Benefits |      |            |            |            |
| Incremental Non-Salary Costs    |      |            |            |            |
| Total Incr. Exp./ (Rev.)        | -    | -          |            |            |

**TOWNSHIP OF PUSLINCH  
2017 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 -Resurface with Double High Float Tar and Chip

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

Asset Number 153A, 154, 155 amounting to resurfacing of 6.2 kms of roadway as identified by the Town of Milton under the 2007 Joint Jurisdiction Maintenance and Repair Agreement. Total project cost of approx \$183K. The Township of Puslinch is offering a contribution of 30% of the cost for this project.

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

Nassagaweya-Puslinch Townline between County Rd 34 and Arkell Rd

**4 - Project Description**

Traffic control, pre surface treatment work completed by the Town of Milton forces, Double High Float Tar and Chip application and inspection

**5 - Capital Funding for 2017 Expenditures**

|  |               |   |  |
|--|---------------|---|--|
| <b>Tax Levy</b>                              | 56,000        | <b>Additional information related to DC's</b><br>Project # and Description in DC<br>Year in DC Study<br>% of DC Funding allowed in DC<br>Service Area in DC |  |
| <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> <small>Note A</small> |               |   |  |
| <b>Other (grants)</b>                        |               |   |  |
| <b>Total Funding</b>                         | <b>56,000</b> |   |  |

26 - Provision for Future Road Projects (p. 5-6)

2019-2023

15.6%

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 2017 capital spending by quarter for cash flow purposes

| Project Components   | 2017    |         |         |               |               | Future Phases <sup>Note B</sup> |      |      |      |
|--|---------|---------|---------|---------------|---------------|---------------------------------|------|------|------|
|  | JAN-MAR | APR-JUN | JUL-SEP | OCT-DEC       | 2017          | 2018                            | 2019 | 2020 | 2021 |
| Construction   |         |         |         | 56,000        | 56,000        |                                 |      |      |      |
|  |         |         |         |               | -             |                                 |      |      |      |
|  |         |         |         |               | -             |                                 |      |      |      |
|  |         |         |         |               | -             |                                 |      |      |      |
| <b>Total Cost</b>  | -       | -       | -       | <b>56,000</b> | <b>56,000</b> | -                               | -    | -    | -    |
| <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. |         |         |         |               |               |                                 |      |      |      |

**7 - Incremental Operating Budget Impact**

|                                 | 2017 | Annualized | # FT Staff | # PT Staff |
|---------------------------------|------|------------|------------|------------|
| Incremental Revenues            |      |            |            |            |
| Incremental Salary and Benefits |      |            |            |            |
| Incremental Non-Salary Costs    |      |            |            |            |
| Total Incr. Exp./ (Rev.)        | -    | -          |            |            |

**TOWNSHIP OF PUSLINCH****2017 CAPITAL BUDGET****Department****Public Works****1 - Project Title and Type (ie. minor repairs, major repairs, replacement, new equipment, studies, policies, plans etc.)**

Project Title - Vehicle Replacement and installation of a front snow plow

Project Type - Pickup truck and Front Snow Plow- Staff of Public Works

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

Replace the current 2012 half ton pickup truck used by the staff of the Public Works Department.

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

N/A

**4 - Project Description**

This pickup truck has a 5 year lifecycle. This replacement would be upgraded to a 3/4 ton pickup to accommodate the installation of a front snow plow. This would allow for minor plowing to occur when performing supervision and road patrol activities which will reduce the need to dispatch larger equipment for the same activity.

**5 - Capital Funding for 2017 Expenditures**

|  |               |   |                            |
|--|---------------|---|----------------------------|
| <b>Tax Levy</b>                              |               | <b>Additional information related to DC's</b> |                            |
| <b>Gas Tax Reserve Fund</b>                  |               |   |                            |
| <b>Aggregate Levy</b>                        |               |   |                            |
| <b>In Lieu of Parkland</b>                   |               |   |                            |
| <b>Public Works Equipment Replacement</b>    | 45,000        | Project # and Description in DC               |                            |
| <b>DC Reserve Fund</b> <small>Note A</small> |               | Year in DC Study                              |                            |
| <b>Other (grants)</b>                        |               | % of DC Funding allowed in DC                 |                            |
| <b>Total Funding</b>                         | <b>45,000</b> | 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 2017 capital spending by quarter for cash flow purposes

| Project Components   | 2017    |         |         |               |               | Future Phases <sup>Note B</sup> |      |      |      |
|--|---------|---------|---------|---------------|---------------|---------------------------------|------|------|------|
|  | JAN-MAR | APR-JUN | JUL-SEP | OCT-DEC       | 2017          | 2018                            | 2019 | 2020 | 2021 |
| Vehicle Replacement + Plow   |         |         |         | 45,000        | 45,000        |                                 |      |      |      |
|  |         |         |         |               | -             |                                 |      |      |      |
|  |         |         |         |               | -             |                                 |      |      |      |
|  |         |         |         |               | -             |                                 |      |      |      |
| <b>Total Cost</b>  | -       | -       | -       | <b>45,000</b> | <b>45,000</b> | -                               | -    | -    | -    |
| <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. |         |         |         |               |               |                                 |      |      |      |

**7 - Incremental Operating Budget Impact**

|                                 | 2017 | Annualized |            |            |
|---------------------------------|------|------------|------------|------------|
| Incremental Revenues            |      |            | # FT Staff | # PT Staff |
| Incremental Salary and Benefits |      |            |            |            |
| Incremental Non-Salary Costs    |      |            |            |            |
| Total Incr. Exp./(Rev.)         | -    | -          |            |            |

**TOWNSHIP OF PUSLINCH****2017 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 in Appendix B - 2014 Expenditure Forecast of the Asset Management Plan dated December 2013. Drainage and sub-base repairs in 2017 and full paving in 2018.

**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 2017 Expenditures**

|  |                |   |  |
|--|----------------|---|--|
| <b>Tax Levy</b>                          | 12,600         | <b>Additional information related to DC's</b> |  |
| <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> <sup>Note A</sup> | 62,400         | Project # and Description in DC               | 26 - Provision for Future Road Projects (p. 5-6) |
| <b>Gas Tax Reserve Fund</b>              | 325,000        | Year in DC Study                              | 2019-2023  |
| <b>Total Funding</b>                     | <b>400,000</b> | % 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 2017 capital spending by quarter for cash flow purposes

|  | 2017    |         |         |         |         | Future Phases <sup>Note B</sup> |      |      |      |
|--|---------|---------|---------|---------|---------|---------------------------------|------|------|------|
| Project Components   | JAN-MAR | APR-JUN | JUL-SEP | OCT-DEC | 2017    | 2018                            | 2019 | 2020 | 2021 |
| Construction   |         |         |         | 400,000 | 400,000 | 415,000                         |      |      |      |
|  |         |         |         |         | -       |                                 |      |      |      |
|  |         |         |         |         | -       |                                 |      |      |      |
|  |         |         |         |         | -       |                                 |      |      |      |
| Total Cost   | -       | -       | -       | 400,000 | 400,000 | 415,000                         | -    | -    | -    |
| <sup>Note B:</sup> 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

|                                 | 2017 | Annualized | # FT Staff | # PT Staff |
|---------------------------------|------|------------|------------|------------|
| Incremental Revenues            |      |            |            |            |
| Incremental Salary and Benefits |      |            |            |            |
| Incremental Non-Salary Costs    |      |            |            |            |
| Total Incr. Exp./ (Rev.)        | -    | -          |            |            |



**TOWNSHIP OF PUSLINCH****2017 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 72\_Surface, 73\_Surface, 74\_Surface amounting to repaving of 4 kms on a minor haul roadway as identified in Appendix B - 2014 Expenditure Forecast of the Asset Management Plan dated December 2013. 110mm of asphalt and 7.5 metres wide. 2 km in 2017 and 2 km in 2018

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

Laird Road between Wellington Road 32 and Downey Road.

**4 - Project Description**

Traffic control, pulverize existing asphalt, grade and compact road base, repave with 60mm of HL8 base asphalt and 50mm of HL4 asphalt, pave and reconstruct driveways, compacted granular A shoulders, permanent pavement markings and inspection

**5 - Capital Funding for 2017 Expenditures**

|  |                |   |  |
|--|----------------|---|--|
| <b>Tax Levy</b>                              | 350,000        | <b>Additional information related to DC's</b> |  |
| <b>Gas Tax Reserve Fund</b>                  |                |   |  |
| <b>Aggregate Levy</b>                        |                |   |  |
| <b>In Lieu of Parkland</b>                   |                |   |  |
| <b>Working Reserve</b>                       | 100,000        |   |  |
| <b>DC Reserve Fund</b> <small>Note A</small> |                | Project # and Description in DC               | 26 - Provision for Future Road Projects (p. 5-6) |
| <b>Other (grants)</b>                        |                | Year in DC Study                              | 2019-2023  |
|  |                | % of DC Funding allowed in DC                 | 15.6%  |
| <b>Total Funding</b>                         | <b>450,000</b> | 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 2017 capital spending by quarter for cash flow purposes

| Project Components   | 2017    |         |         |                |                | Future Phases <sup>Note B</sup> |      |      |      |
|--|---------|---------|---------|----------------|----------------|---------------------------------|------|------|------|
|  | JAN-MAR | APR-JUN | JUL-SEP | OCT-DEC        | Total 2017     | 2018                            | 2019 | 2020 | 2021 |
| Construction   |         |         |         | 450,000        | 450,000        | 450,000                         |      |      |      |
|  |         |         |         |                | -              |                                 |      |      |      |
|  |         |         |         |                | -              |                                 |      |      |      |
|  |         |         |         |                | -              |                                 |      |      |      |
| <b>Total Cost</b>  | -       | -       | -       | <b>450,000</b> | <b>450,000</b> | <b>450,000</b>                  | -    | -    | -    |
| <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. |         |         |         |                |                |                                 |      |      |      |

**7 - Incremental Operating Budget Impact**

|                                 | 2017 | Annualized | # FT Staff | # PT Staff |
|---------------------------------|------|------------|------------|------------|
| Incremental Revenues            |      |            |            |            |
| Incremental Salary and Benefits |      |            |            |            |
| Incremental Non-Salary Costs    |      |            |            |            |
| Total Incr. Exp./(Rev.)         | -    | -          |            |            |

## 2018 Capital Plan Summary

| Project Cost Service | Department Capital Project      | Comments  | Funding Type Development Charges | Grant | Levy      | Reserves |
|----------------------|---------------------------------|---|----------------------------------|-------|-----------|----------|
| Fire and Rescue      |                                 |   |                                  |       |           |          |
|                      | Fire and Rescue                 |   |                                  |       |           |          |
|                      | Pump 31 Body Work and Paint Job | 2005 Pump 31 rear body paint is peeling off. American LaFrance's 10 year paint warranty is void as company filed Chapter 11 bankruptcy. 2005 Pump 31 proposed replacement year is 2025.                                       |                                  |       | \$15,000  |          |
|                      | Structural Firefighter Ensemble | 10 year lifecycle   |                                  |       | \$13,930  |          |
|                      | Satellite Station Building      | DC study has a provision for additional fire facility space and equipment from 2016-2023 with a total gross capital cost estimate of approximately \$952K with approx. 80% DC recoverable. This is the land acquisition cost. | \$240,000                        |       | \$60,000  |          |
|                      | Fire Equip.                     | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$20,000  |          |
|                      | Fire Vehicle Replac.            | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$100,000 |          |
| General Government   |                                 |   |                                  |       |           |          |
|                      | Corporate                       |   |                                  |       |           |          |
|                      | Computer Equipment              | 5 year replacement cycle for laptops and desktops.  |                                  |       | \$10,000  |          |
|                      | Server                          | 10% Bldg Reserve Funded   |                                  |       |           | \$2,000  |
|                      |                                 | Server is recommended for replacement every 4-5 years.  |                                  |       |           | \$18,000 |

## 2018 Capital Plan Summary

| Project Cost Service | Department Capital Project       | Comments   | Funding Type Development Charges | Grant | Levy     | Reserves |
|----------------------|----------------------------------|--|----------------------------------|-------|----------|----------|
|                      | Corp. Office Repairs             | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |       | \$50,000 |          |
|                      | Corp. Accessibility              | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |       | \$10,000 |          |
|                      | Corp. IT Software                | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |       | \$10,000 |          |
|                      | Corp. IT Hardware                | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |       | \$5,000  |          |
|                      |                                  |  |                                  |       |          |          |
|                      | Finance                          |  |                                  |       |          |          |
|                      | Updates to Asset Management Plan | AMP to be updated every 5 years (at a minimum). The estimate of \$10K includes incorporating the updates of PCI's on roads and SWM inspections into the AMP. In 2015, BDO conducted a peer review of the Township's AMP to provide recommendations for our next update. These recommendations should be included in the updated AMP. BDO has recommended improvements to the Township's financing strategy in order to be aligned with the Ministry's requirements for an AMP. |                                  |       | \$10,000 |          |
|                      |                                  |  |                                  |       |          |          |
| Parks and Recreation |                                  |  |                                  |       |          |          |
|                      | ORC                              |  |                                  |       |          |          |

## 2018 Capital Plan Summary

| Project Cost<br>Service | Department Capital Project | Comments   | Funding Type<br>Development<br>Charges | Grant | Levy     | Reserves  |
|-------------------------|----------------------------|--|--|-------|----------|-----------|
|                         | ORC Equip.                 | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |  |       | \$10,000 |           |
|                         | ORC Fac.<br>Improv.        | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |  |       | \$20,000 |           |
|                         |                            |  |  |       |          |           |
|                         | Parks                      |  |  |       |          |           |
|                         | Parks Infrastr.            | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |  |       | \$50,000 |           |
|                         | Parks Equip.               | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |  |       | \$10,000 |           |
|                         |                            |  |  |       |          |           |
|                         | PCC                        |  |  |       |          |           |
|                         | Kitchen<br>Renovation      | Estimate of costs for new cabinets, fridge replacement, flooring, bar door, bar counter, and kitchen washroom. Kitchen built in 1983. CEDM Plan indicates the replacement of toilet and aerator in washroom off kitchen with water saving devices (Sec. 10). |  |       |          | \$100,000 |
|                         | PCC Equip.                 | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |  |       | \$10,000 |           |
|                         | PCC Fac. Improv.           | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |  |       | \$20,000 |           |
|                         |                            |  |  |       |          |           |
| Public Works            |                            |  |  |       |          |           |

## 2018 Capital Plan Summary

| Project Cost Service | Department Capital Project                      | Comments   | Funding Type Development Charges | Grant     | Levy      | Reserves  |
|----------------------|---|--|----------------------------------|-----------|-----------|-----------|
|                      | Public Works                                    |  |                                  |           |           |           |
|                      | 1.5 ton dump truck                              | 2008 1.5 ton dump truck with a 10 year replacement cycle.  |                                  |           |           | \$100,000 |
|                      | Aberfoyle Sidewalks                             | County re-constructing Brock Road, sidewalk replacement to be part of this contract. Potential to use County trails funding. |                                  |           | \$90,000  |           |
|                      |   | County Trails Funding  |                                  | \$10,000  |           |           |
|                      | Backhoe   | 2008 Backhoe with a 10 year replacement cycle. Increased price due to American dollar.                                       |                                  |           |           | \$125,000 |
|                      | Bridge and Culvert Inspections                  | required every 2 years at \$15,000.  |                                  |           | \$7,500   |           |
|                      | Victoria Rd (Aberfoyle Pit 2 to County Road 36) | 15.6% DC recoverable   | \$64,740                         |           |           |           |
|                      |   | Gas Tax Funding  |                                  | \$220,000 |           |           |
|                      |   | Appendix B - 2014 Expenditure Forecast of the AMP. 2018 full paving.   |                                  |           | \$130,260 |           |
|                      | Laird Rd (County Road 32 to Downey Road)        | OCIF - Formula Based Grant Funding   |                                  | \$107,836 |           |           |
|                      |   | Appendix B - 2014 Expenditure Forecast of the AMP. 2 km in 2017 and 2 km in 2018.  |                                  |           | \$342,164 |           |
|                      | Public Works Replace. and Restorat.             | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.                            |                                  |           | \$50,000  |           |
|                      | Public Works Equip.                             | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.                            |                                  |           | \$100,000 |           |

2018 Capital Plan Summary

| Project Cost |                            |          | Funding Type        |           |             |           |
|--------------|----------------------------|----------|---------------------|-----------|-------------|-----------|
| Service      | Department Capital Project | Comments | Development Charges | Grant     | Levy        | Reserves  |
|              |                            |          |                     |           |             |           |
| Grand Total  |                            |          | \$304,740           | \$337,836 | \$1,143,854 | \$345,000 |

## 2019 Capital Plan Summary

| Project Cost Service | Department      | Capital Project                         | Comments   | Funding Type Development Charges | Grant | Levy      | Reserves |
|----------------------|-----------------|---|--|----------------------------------|-------|-----------|----------|
| Fire and Rescue      |                 |   |  |                                  |       |           |          |
|                      | Fire and Rescue |   |  |                                  |       |           |          |
|                      |                 | SCBA Cylinders                          | 30 SCBA cylinders with a 15 year lifecycle. The 2015 replacement cost for a cylinder is \$1,500. These were previously budgeted in Operating Budget Account Number 01-0040-4205. 4 replacements.   |                                  |       |           | \$6,000  |
|                      |                 | Structural Firefighter Ensemble         | 10 year lifecycle  |                                  |       | \$5,682   |          |
|                      |                 | Satellite Station Building              | DC study has a provision for additional fire facility space and equipment from 2016-2023 with a total gross capital cost estimate of approximately \$952K with approx. 80% DC recoverable.   | \$496,848                        |       | \$124,212 |          |
|                      |                 | Satellite Station Equipment             | Cost includes radios, computers, furniture, bunker gear racks, diesel exhaust extractor, and protective equipment for 4 firefighters   |                                  |       | \$10,016  |          |
|                      |                 |   | Cost includes radios, computers, furniture, bunker gear racks, diesel exhaust extractor, and protective equipment for 4 firefighters.  | \$40,066                         |       |           |          |
|                      |                 | Thermal Imaging Camera                  | Thermal imaging originally purchased in 2009 is a method of improving visibility of objects in a dark environment by detecting the objects' infrared radiation and creating an image based on that information. Thermal imaging camera are primarily used in fire events, hazardous materil leaks and missing persons (dark environment). This tool is vital in locating fires, firefighters and/or victims within a structure. The recommended lifecycle is 10 years as per manufacturer's recommendation |                                  |       |           | \$10,300 |
|                      |                 | Fire Equip.                             | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |       | \$20,000  |          |
|                      |                 | Fire Vehicle Replac.                    | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |       | \$100,000 |          |
| General Government   |                 |   |  |                                  |       |           |          |
|                      | Corporate       |   |  |                                  |       |           |          |
|                      |                 | Air Balancing Study & Recommission HVAC | As outlined in Building Condition Assessment and Energy Conservation Demand Management Plan.   |                                  |       | \$8,400   |          |
|                      |                 |   | Building Surplus Reserve Fund  |                                  |       |           | \$1,050  |
|                      |                 |   | Corporate Office Repairs Working Reserve   |                                  |       |           | \$1,050  |
|                      |                 | Computer Equipment                      | 5 year replacement cycle for laptops and desktops.   |                                  |       | \$10,000  |          |



## 2019 Capital Plan Summary

| Project Cost Service | Department           | Capital Project                                     | Comments  | Funding Type Development Charges | Grant    | Levy      | Reserves |
|----------------------|----------------------|---|---|----------------------------------|----------|-----------|----------|
|                      |                      | Office renovation/expansion including accessibility | Facility Needs Assessment - \$1.05M + 8% consulting costs + 2% non-refundable HST.  |                                  |          | \$105,500 |          |
|                      |                      |   | Building Surplus Reserve Fund   |                                  |          |           | \$23,100 |
|                      |                      |   | Corporate Accessibility Working Reserve   |                                  |          |           | \$46,200 |
|                      |                      |   | County Accessibility Grant  |                                  | \$10,000 |           |          |
|                      |                      |   | Corporate Office Repairs Working Reserve  |                                  |          |           | \$46,200 |
|                      |                      | Heat Recovery Unit in Municipal Offices             | As outlined in Building Condition Assessment.   |                                  |          | \$4,000   |          |
|                      |                      |   | Building Surplus Reserve Fund   |                                  |          |           | \$500    |
|                      |                      |   | Corporate Office Repairs Working Reserve  |                                  |          |           | \$500    |
|                      |                      | Corp. Office Repairs                                | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |          | \$50,000  |          |
|                      |                      | Corp. Accessibility                                 | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |          | \$10,000  |          |
|                      |                      | Corp. IT Software                                   | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |          | \$10,000  |          |
|                      |                      | Corp. IT Hardware                                   | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |          | \$5,000   |          |
|                      |                      |   |   |                                  |          |           |          |
|                      | Finance              |   |   |                                  |          |           |          |
|                      |                      | 2019 Development Charges Background Study           | Unless it expires or is repealed earlier, a development charge by-law expires five years after the day it comes into force. By-Law No. 2014-054 expires on September 3, 2019. |                                  |          | \$1,550   |          |
|                      |                      |   | 90% DC recoverable  | \$13,950                         |          |           |          |
|                      |                      |   |   |                                  |          |           |          |
|                      | Parks and Recreation |   |   |                                  |          |           |          |
|                      | ORC                  |   |   |                                  |          |           |          |
|                      |                      | ORC Equip.  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |          | \$10,000  |          |
|                      |                      | ORC Fac. Improv.                                    | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |          | \$20,000  |          |
|                      |                      |   |   |                                  |          |           |          |
|                      | Parks                |   |   |                                  |          |           |          |
|                      |                      | Parks Infrastr.                                     | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |          | \$50,000  |          |
|                      |                      | Parks Equip.  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |          | \$10,000  |          |

## 2019 Capital Plan Summary

| Project Cost Service | Department   | Capital Project   | Comments   | Funding Type Development Charges | Grant     | Levy      | Reserves  |
|----------------------|--------------|---|--|----------------------------------|-----------|-----------|-----------|
|                      |              | Lighting, poles and bleachers - Location to be Determined | Poles and fixtures were put up in 1967. The Recreation and Parks Master Plan includes recommendation number 26 and 27. This will be further evaluated after the Development of the Master Plan for the PCC Park.             |                                  |           |           | \$250,000 |
|                      | PCC          |   |  |                                  |           |           |           |
|                      |              | Exterior Hall Lighting                                    | BCA states exterior light fixtures will likely reach the end of their estimated life cycle in the next 5 years (p. 1-11 of 1-17). CEDM Plan states upgrading of exterior wall packs from HID to LED technology (Section 10). |                                  |           | \$5,000   |           |
|                      |              | PCC Equip.  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |           | \$10,000  |           |
|                      |              | PCC Fac. Improv.  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |           | \$20,000  |           |
|                      |              |   |  |                                  |           |           |           |
| Public Works         |              |   |  |                                  |           |           |           |
|                      | Public Works |   |  |                                  |           |           |           |
|                      |              | Bridge and Culvert Inspections                            | required every 2 years at \$15,000.  |                                  |           | \$7,500   |           |
|                      |              | Concession 1 -35 to Sideroad 20                           | Appendix B - 2014 Expenditure Forecast of the AMP.   |                                  |           | \$213,532 |           |
|                      |              |   | 15.6% DC recoverable   | \$39,468                         |           |           |           |
|                      |              | Concession 2- Sideroad 10 to 32                           | Appendix B - 2014 Expenditure Forecast of the AMP.   |                                  |           | \$63,979  |           |
|                      |              |   | OCIF - Formula Based Grant Funding   |                                  | \$169,421 |           |           |
|                      |              | Forestell Rd- 32 to Roszell Rd                            | Appendix B - 2014 Expenditure Forecast of the AMP.   |                                  |           | \$122,380 |           |
|                      |              |   | 15.6% DC recoverable   | \$22,620                         |           |           |           |
|                      |              | Tandem Dump Truck- 304                                    | 2011 single axle dump truck with a 8 year replacement cycle. Replace with a tandem axle dump truck.  |                                  |           |           | \$250,000 |
|                      |              | Traffic Calming - Streetscaping Morriston - Phase 2       | Preliminary landscape cost estimates obtained from MacKinnon & Associates - \$89,000 construction + \$11,000 consultant fees   |                                  |           | \$84,400  |           |
|                      |              |   | 15.6% DC recoverable   | \$15,600                         |           |           |           |
|                      |              | Watson Rd- 36 to Leslie Rd                                | Appendix B - 2014 Expenditure Forecast of the AMP.   |                                  |           | \$105,000 |           |
|                      |              |   | Gas Tax Funding  |                                  | \$110,000 |           |           |
|                      |              | Watson Rd - Leslie Rd to 4057 Watson Rd.                  | Appendix B - 2014 Expenditure Forecast of the AMP.   |                                  |           | \$17,400  |           |
|                      |              |   | Gas Tax Funding  |                                  | \$110,000 |           |           |

**2019 Capital Plan Summary**

| Project Cost<br>Service | Department | Capital Project                        | Comments   | Funding Type<br>Development<br>Charges | Grant            | Levy               | Reserves         |
|-------------------------|------------|--|--|--|------------------|--------------------|------------------|
|                         |            | Public Works Replace. and<br>Restorat. | Amount contributed is the same as the amounts forecasted in the<br>2016 Capital Budget and Forecast. |  |                  | \$50,000           |                  |
|                         |            | Public Works Equip.                    | Amount contributed is the same as the amounts forecasted in the<br>2016 Capital Budget and Forecast. |  |                  | \$100,000          |                  |
| <b>Grand Total</b>      |            |  |  | <b>\$628,552</b>                       | <b>\$399,421</b> | <b>\$1,353,551</b> | <b>\$634,900</b> |

**2020 Capital  
Plan Summary**

| Project Cost<br>Service | Department      | Capital Project                 | Comments   | Funding Type<br>Development<br>Charges | Grant | Levy | Reserves  |
|-------------------------|-----------------|---------------------------------|--|--|-------|------|-----------|
| Fire and Rescue         |                 |                                 |  |  |       |      |           |
|                         | Fire and Rescue |                                 |  |  |       |      |           |
|                         |                 | Rescue 35 Truck                 | Rescue 35 truck purchased in 2000 has a 20 yr. lifecycle and is to be replaced in 2020.  |  |       |      | \$360,000 |
|                         |                 | SCBA Cylinders                  | Eight replacements   |  |       |      | \$12,000  |
|                         |                 | Structural Firefighter Ensemble | 2017 proposed extractor/washer machine and dryer will remove the need to purchase the four (4) spare sets of firefighter ensembles in 2020 as recommended in the Master Fire Plan.   |  |       | \$0  |           |
|                         |                 | Extrication Equipment           | Extrication equipment originally purchased in 2000 includes one spreader (jaws of Life), one cutter, one telescopic ram (spreading) and rescue struts (stabilizing tools). The recommended lifecycle is 20 years as per manufacturers specifications. Extrication tools primarily used for motor vehicle and industrial accidents. |  |       |      | \$52,500  |
|                         |                 | Watercraft                      | Inflatable watercraft originally purchased in 2010 utilized by staff to rescue person(s) from waterways. The recommended lifecycle is 10 years as per manufacturer's recommendation  |  |       |      | \$6,000   |

**2020 Capital  
Plan Summary**

| Project Cost<br>Service | Department | Capital Project                                     | Comments   | Funding Type<br>Development<br>Charges | Grant | Levy      | Reserves  |
|-------------------------|------------|---|--|--|-------|-----------|-----------|
|                         |            | Self Contained Breathing Apparatus                  | The recommended lifecycle is 15 years or significant changes to the National Fire Protection Agency 1981 standard "Open-Circuit Self Contained Breathing Apparatus (SCBA) for Emergency Services" as per manufacturer's recommendation. Staff propose lifecycle of 20 years. FD previous practice was to replace individual SCBA units as required which led to staff health and safety risks due to the lack of interface between the Self Contained Breathing Apparatus mask and operational difference between the different units. All eighteen (18) SCBA units to be purchased in the same year. Each unit cost \$7450. Additionally, nineteen SCBA mask are required at a total cost of \$10,500. One mask cost \$550. |  |       |           | \$144,550 |
|                         |            | Fire Equip.   | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |  |       | \$20,000  |           |
|                         |            | Fire Vehicle Replac.                                | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |  |       | \$100,000 |           |
| General Government      |            |   |  |  |       |           |           |
|                         | Corporate  | Arc Flash Study                                     | As outlined in Building Condition Assessment.  |  |       | \$6,000   |           |
|                         |            |   | Building Surplus Reserve Fund  |  |       |           | \$750     |
|                         |            |   | Corporate Office Repairs Working Reserve   |  |       |           | \$750     |
|                         |            | Computer Equipment                                  | 5 year replacement cycle for laptops and desktops.   |  |       | \$10,000  |           |
|                         |            | Office renovation/expansion including accessibility | Facility Needs Assessment - \$1.05M + 8% consulting costs + 2% non-refundable HST.   |  |       | \$105,500 |           |
|                         |            |   | Building Surplus Reserve Fund  |  |       |           | \$23,100  |
|                         |            |   | Corporate Accessibility Working Reserve  |  |       |           | \$46,200  |

**2020 Capital  
Plan Summary**

| Project Cost<br>Service | Department | Capital Project   | Comments  | Funding Type<br>Development<br>Charges | Grant    | Levy     | Reserves |
|-------------------------|------------|---|---|--|----------|----------|----------|
|                         |            |   | County Accessibility Grant  |  | \$10,000 |          |          |
|                         |            |   | Corporate Office Repairs Working Reserve  |  |          |          | \$46,200 |
|                         |            | Replacement of John Wood Electric 48 USG Hot Water Tank | As outlined in Building Condition Assessment and Energy Conservation Demand Management Plan.      |  |          | \$4,000  |          |
|                         |            |   | Building Surplus Reserve Fund   |  |          |          | \$500    |
|                         |            |   | Corporate Office Repairs Working Reserve  |  |          |          | \$500    |
|                         |            | Corp. Office Repairs                                    | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |  |          | \$50,000 |          |
|                         |            | Corp. Accessibility                                     | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |  |          | \$10,000 |          |
|                         |            | Corp. IT Software                                       | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |  |          | \$10,000 |          |
|                         |            | Corp. IT Hardware                                       | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |  |          | \$5,000  |          |
| Parks and Recreation    |            |   |   |  |          |          |          |
|                         | ORC        |   |   |  |          |          |          |
|                         |            | ORC Equip.  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |  |          | \$10,000 |          |
|                         |            | ORC Fac. Improv.  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |  |          | \$20,000 |          |
|                         |            |   |   |  |          |          |          |
|                         | Parks      |   |   |  |          |          |          |

**2020 Capital  
Plan Summary**

| Project Cost<br>Service | Department | Capital Project              | Comments  | Funding Type<br>Development<br>Charges | Grant | Levy     | Reserves |
|-------------------------|------------|------------------------------|---|--|-------|----------|----------|
|                         |            | Playground area at PCC       | The edging around the play area requires replacement, sand material to be changed to either a rubber material or specific wood chips for play areas. This project is forecasted at a higher cost in 2017 due to modernizing the playground with creative and accessible play equipment (barrier-free components) and potential relocation of the playground. This project was included as recommendation number 30 in the Recreation and Parks Master Plan and will be further evaluated after the Development of the Master Plan for the PCC Park. | \$5,000                                |       |          | \$95,000 |
|                         |            | Pickup Truck - Trsfr from PW | Pick-up truck with a 5 yr lifecycle (transfer from PW-Director)   |  |       |          | \$0      |
|                         |            | Consistent Signage Design    | Recommendation number 41 in the Recreation and Parks Master Plan indicates establishing a consistent signage design template and install at all parks, recreation facilities, and trail heads. Recommended this be completed after the corporate branding exercise.   |  |       | \$10,000 |          |
|                         |            | Parks Infrastr.              | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |  |       | \$50,000 |          |
|                         |            | Parks Equip.                 | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |  |       | \$10,000 |          |
|                         |            |                              |   |  |       |          |          |
|                         | PCC        |                              |   |  |       |          |          |

**2020 Capital  
Plan Summary**

| Project Cost<br>Service | Department   | Capital Project                          | Comments  | Funding Type<br>Development<br>Charges | Grant     | Levy      | Reserves  |
|-------------------------|--------------|--|---|--|-----------|-----------|-----------|
|                         |              | Arc Flash Study                          | BCA recommends completion of an Arc Flash Study for all electrical equipment in the PCC. Different electrical panels and electrical equipment have different arc flash ratings. Study looks at the arc flash hazard risks to determine the types of protective equipment to be used in areas that have a high arc flash rating. |  |           | \$5,000   |           |
|                         |              | Replacement of Metal Roofing Panels      | BCA indicates roof appears to be performing as intended but is approaching the end of its life expectancy (p. 1-5 of 1-17).   |  |           |           | \$100,000 |
|                         |              | PCC Equip.                               | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |  |           | \$10,000  |           |
|                         |              | PCC Fac. Improv.                         | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |  |           | \$20,000  |           |
| Public Works            |              |  |   |  |           |           |           |
|                         | Public Works |  |   |  |           |           |           |
|                         |              | Bridge and Culvert Inspections           | required every 2 years at \$15,000.   |  |           | \$7,500   |           |
|                         |              | Concession 2- 2A to Sideroad 20          | Appendix B - 2018 Expenditure Forecast of the AMP.  |  |           | \$218,289 |           |
|                         |              |  | 15.6% DC recoverable  | \$81,011                               |           |           |           |
|                         |              |  | Gas Tax Funding   |  | \$220,000 |           |           |
|                         |              | Concession 7- McLean Rd to Concession 2A | Appendix B - 2022 Expenditure Forecast of the AMP.  |  |           | \$39,479  |           |
|                         |              |  | OCIF - Formula Based Grant Funding  |  | \$169,421 |           |           |
|                         |              | Little's Bridge                          | Appendix B - 2016 Expenditure Forecast of the AMP. Structural repair project with engineering to commence in 2020 and construction in 2021.   |  |           | \$20,000  |           |
|                         |              | Pickup Truck- Director                   | This is a 2015 truck with a 5 yr lifecycle.   |  |           |           | \$35,000  |
|                         |              | Tandem Dump Truck- 302                   | This is a 2012 truck with a 8 yr replacement cycle.   |  |           |           | \$250,000 |



**2020 Capital  
Plan Summary**

| Project Cost<br>Service | Department | Capital Project                                   | Comments   | Funding Type<br>Development<br>Charges | Grant            | Levy               | Reserves           |
|-------------------------|------------|---|--|--|------------------|--------------------|--------------------|
|                         |            | Concession 2A - Concession 2 to<br>Concession 7   | Appendix B - 2018 Expenditure Forecast of the AMP.   |  |                  | \$102,500          |                    |
|                         |            | Leslie Rd West - Watson Rd South to<br>Mountsberg | Appendix B- 2019 Expenditure Forecasts of the<br>AMP. This is a drainage repair project. Engineering<br>to begin in 2020 with construction in 2021.                          |  |                  | \$20,000           |                    |
|                         |            | Carroll Pond & Lesic Jassal Municipal Drain       | Closed circuit television inspection (CCTV) required<br>every 10 years. Completed by a retained sub-<br>contractor (typically \$10/m) + data review and<br>reporting to Twp. |  |                  | \$13,000           |                    |
|                         |            | Public Works Replace. and Restorat.               | Amount contributed is the same as the amounts<br>forecasted in the 2016 Capital Budget and Forecast.   |  |                  | \$50,000           |                    |
|                         |            | Public Works Equip.                               | Amount contributed is the same as the amounts<br>forecasted in the 2016 Capital Budget and Forecast.   |  |                  | \$100,000          |                    |
| <b>Grand Total</b>      |            |   |  | <b>\$86,011</b>                        | <b>\$399,421</b> | <b>\$1,026,268</b> | <b>\$1,173,050</b> |

## 2021 Capital Plan Summary

| Project Cost Service | Department      | Capital Project  | Comments  | Funding Type Development Charges | Grant    | Levy      | Reserves |
|----------------------|-----------------|--|---|----------------------------------|----------|-----------|----------|
| Fire and Rescue      |                 |  |   |                                  |          |           |          |
|                      | Fire and Rescue |  |   |                                  |          |           |          |
|                      |                 | SCBA Cylinders   | Three replacements  |                                  |          |           | \$4,500  |
|                      |                 | Structural Firefighter Ensemble  | 10 year lifecycle   |                                  |          | \$11,824  |          |
|                      |                 | Fire Equip.  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |                                  |          | \$20,000  |          |
|                      |                 | Fire Vehicle Replac.   | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |                                  |          | \$100,000 |          |
| General Government   |                 |  |   |                                  |          |           |          |
|                      | Corporate       |  |   |                                  |          |           |          |
|                      |                 | Computer Equipment   | 5 year replacement cycle for laptops and desktops.  |                                  |          | \$10,000  |          |
|                      |                 | Pay Equity Study   | Last Pay Equity Study completed in 2014. Recommended to complete every 7 years.                   |                                  |          | \$9,000   |          |
|                      |                 |  | Building Surplus Reserve Fund   |                                  |          |           | \$1,000  |
|                      |                 | Power Distribution Equipment (feeders, panels, main disconnect switch) | As outlined in Building Condition Assessment.   |                                  |          | \$16,000  |          |
|                      |                 |  | Building Surplus Reserve Fund   |                                  |          |           | \$2,000  |
|                      |                 |  | Corporate Office Repairs Working Reserve  |                                  |          |           | \$2,000  |
|                      |                 | Office renovation/expansion including accessibility                    | Facility Needs Assessment - \$1.05M + 8% consulting costs + 2% non-refundable HST.                |                                  |          | \$105,500 |          |
|                      |                 |  | Building Surplus Reserve Fund   |                                  |          |           | \$23,100 |
|                      |                 |  | Corporate Accessibility Working Reserve   |                                  |          |           | \$46,200 |
|                      |                 |  | County Accessibility Grant  |                                  | \$10,000 |           |          |
|                      |                 |  | Corporate Office Repairs Working Reserve  |                                  |          |           | \$46,200 |
|                      |                 | Corp. Office Repairs   | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |                                  |          | \$50,000  |          |
|                      |                 | Corp. Accessibility  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |                                  |          | \$10,000  |          |

## 2021 Capital Plan Summary

| Project Cost Service | Department | Capital Project   | Comments   | Funding Type Development Charges | Grant    | Levy     | Reserves  |
|----------------------|------------|---|--|----------------------------------|----------|----------|-----------|
|                      |            | Corp. IT Software   | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |          | \$10,000 |           |
|                      |            | Corp. IT Hardware   | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |          | \$5,000  |           |
| Parks and Recreation |            |   |  |                                  |          |          |           |
|                      | ORC        |   |  |                                  |          |          |           |
|                      |            | ORC Equip.  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |          | \$10,000 |           |
|                      |            | ORC Fac. Improv.  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |          | \$20,000 |           |
|                      | Parks      |   |  |                                  |          |          |           |
|                      |            | Parking Lot & Associated Enhancements (curbing, entrance, lighting) | Enhancements to curbing, entrance and lighting. Energy Conservation and Demand Management Plan indicates the upgrading of exterior poles from HID to LED (Sec. 10).                |                                  |          |          | \$249,000 |
|                      |            |   | Cost Sharing Agreement with County of Wellington dated August 12, 2010 indicates County is responsible for 17% of the costs associated with any work performed on the parking lot. |                                  | \$51,000 |          |           |
|                      |            | Parks Infrastr.   | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |          | \$50,000 |           |
|                      |            | Parks Equip.  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |          | \$10,000 |           |
|                      | PCC        |   |  |                                  |          |          |           |
|                      |            | PCC Equip.  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |          | \$10,000 |           |

## 2021 Capital Plan Summary

| Project Cost Service | Department   | Capital Project                                | Comments   | Funding Type Development Charges | Grant     | Levy        | Reserves  |
|----------------------|--------------|--|--|----------------------------------|-----------|-------------|-----------|
|                      |              | PCC Fac. Improv.                               | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |           | \$20,000    |           |
| Public Works         |              |  |  |                                  |           |             |           |
|                      | Public Works |  |  |                                  |           |             |           |
|                      |              | Bridge and Culvert Inspections                 | required every 2 years at \$15,000.  |                                  |           | \$7,500     |           |
|                      |              | Bridlepath                                     | Appendix B - 2014 Expenditure Forecast of the AMP. Remove top layer of asphalt and repave.   |                                  |           | \$160,579   |           |
|                      |              |  | OCIF - Formula Based Grant Funding   |                                  | \$169,421 |             |           |
|                      |              | Little's Bridge                                | Appendix B - 2016 Expenditure Forecast of the AMP. Structural repair project with engineering to commence in 2020 and construction in 2021.    |                                  |           | \$164,580   |           |
|                      |              |  | 15.6% DC recoverable   | \$30,420                         |           |             |           |
|                      |              | Tandem Dump Truck- 301                         | This is a 2013 tandem truck with a 8 yr replacement cycle.   |                                  |           |             | \$250,000 |
|                      |              | Traffic Count Study                            | 60% DC recoverable   | \$15,000                         |           |             |           |
|                      |              |  | 2014 DC Study  |                                  |           | \$10,000    |           |
|                      |              | Fox Run Dr to County Rd 46                     | Appendix B - 2014 Expenditure Forecast of the AMP. This is a paving project to the end of the curbing. Remove top layer of asphalt and repave. |                                  |           | \$53,172    |           |
|                      |              |  | 15.6% DC recoverable   | \$9,828                          |           |             |           |
|                      |              | Leslie Rd West - Watson Rd South to Mountsberg | Appendix B- 2019 Expenditure Forecasts of the AMP. This is a drainage repair project. Engineering to begin in 2020 with construction in 2021.  |                                  |           | \$80,000    |           |
|                      |              |  | Gas Tax Funding  |                                  | \$220,000 |             |           |
|                      |              | Public Works Replace. and Restorat.            | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |           | \$50,000    |           |
|                      |              | Public Works Equip.                            | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |           | \$100,000   |           |
| Grand Total          |              |  |  | \$55,248                         | \$450,421 | \$1,093,155 | \$624,000 |

## 2022 Capital Plan Summary

| Project Cost Service | Department      | Capital Project                                     | Comments   | Funding Type Development Charges | Grant    | Levy      | Reserves |
|----------------------|-----------------|---|--|----------------------------------|----------|-----------|----------|
| Building             |                 |   |  |                                  |          |           |          |
|                      | Building        |   |  |                                  |          |           |          |
|                      |                 | Vehicle - for CBO Official - Replacement            | 2017 pickup truck to be replaced in 2022 (5 year lifecycle).   |                                  |          |           | \$35,000 |
| Fire and Rescue      |                 |   |  |                                  |          |           |          |
|                      | Fire and Rescue |   |  |                                  |          |           |          |
|                      |                 | Defibrillators                                      | Guelph/Wellington EMS indicated that there is a possibility of having public access defibrillators replaced through the Heart and Stroke Foundation grant program.   |                                  |          |           |          |
|                      |                 |   | Recommended lifecycle is 5 years (\$1,500 - public access and \$5,000 - fire and rescue services). Township has 4 public access (PCC, Badenoch, ORC, Township Office) and 3 in Township fire and rescue services trucks. |                                  |          | \$6,000   | \$15,000 |
|                      |                 | SCBA Cylinders                                      | Thirteen replacements  |                                  |          |           | \$19,500 |
|                      |                 | Structural Firefighter Ensemble                     | 10 year lifecycle  |                                  |          | \$12,060  |          |
|                      |                 | Fire Equip.   | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |          | \$20,000  |          |
|                      |                 | Fire Vehicle Replac.                                | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |          | \$100,000 |          |
| General Government   |                 |   |  |                                  |          |           |          |
|                      | Corporate       |   |  |                                  |          |           |          |
|                      |                 | Computer Equipment                                  | 5 year replacement cycle for laptops and desktops.   |                                  |          | \$10,000  |          |
|                      |                 | Office renovation/expansion including accessibility | Facility Needs Assessment - \$1.05M + 8% consulting costs + 2% non-refundable HST.   |                                  |          | \$140,150 |          |
|                      |                 |   | Building Surplus Reserve Fund  |                                  |          |           | \$23,100 |
|                      |                 |   | Corporate Accessibility Working Reserve  |                                  |          |           | \$11,550 |
|                      |                 |   | County Accessibility Grant   |                                  | \$10,000 |           |          |
|                      |                 |   | Corporate Office Repairs Working Reserve   |                                  |          |           | \$46,200 |

## 2022 Capital Plan Summary

| Project Cost Service | Department | Capital Project  | Comments  | Funding Type Development Charges | Grant | Levy     | Reserves |
|----------------------|------------|--|---|----------------------------------|-------|----------|----------|
|                      |            | Furnace, Condenser Units, HVAC distribution ductwork, Damper Control System in Municipal Offices | As outlined in Building Condition Assessment. (\$20K for furnaces and condenser units and \$10K for damper control system). |                                  |       | \$24,000 |          |
|                      |            |  | Building Surplus Reserve Fund   |                                  |       |          | \$3,000  |
|                      |            |  | Corporate Office Repairs Working Reserve  |                                  |       |          | \$3,000  |
|                      |            | Corp. Office Repairs   | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.                           |                                  |       | \$50,000 |          |
|                      |            | Corp. Accessibility  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.                           |                                  |       | \$10,000 |          |
|                      |            | Corp. IT Software  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.                           |                                  |       | \$10,000 |          |
|                      |            | Corp. IT Hardware  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.                           |                                  |       | \$5,000  |          |
| Parks and Recreation |            |  |   |                                  |       |          |          |
|                      | ORC        |  |   |                                  |       |          |          |
|                      |            | ORC Equip.   | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.                           |                                  |       | \$10,000 |          |
|                      |            | ORC Fac. Improv.   | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.                           |                                  |       | \$20,000 |          |
|                      | Parks      |  |   |                                  |       |          |          |
|                      |            | Parks Infrastr.  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.                           |                                  |       | \$50,000 |          |
|                      |            | Parks Equip.   | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.                           |                                  |       | \$10,000 |          |
|                      | PCC        |  |   |                                  |       |          |          |

## 2022 Capital Plan Summary

| Project Cost Service | Department   | Capital Project                     | Comments   | Funding Type Development Charges | Grant     | Levy      | Reserves  |
|----------------------|--------------|-------------------------------------|--|----------------------------------|-----------|-----------|-----------|
|                      |              | PCC Equip.                          | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |           | \$10,000  |           |
|                      |              | PCC Fac. Improv.                    | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |           | \$20,000  |           |
| Public Works         |              |                                     |  |                                  |           |           |           |
|                      | Public Works |                                     |  |                                  |           |           |           |
|                      |              | Bridge and Culvert Inspections      | required every 2 years at \$15,000.  |                                  |           | \$7,500   |           |
|                      |              | Concession 4- 35 to Sideroad 10     | Appendix B - 2019 and 2020 Expenditure Forecast of the AMP.  |                                  |           | \$60,579  |           |
|                      |              |                                     | OCIF - Formula Based Grant Funding   |                                  | \$169,421 |           |           |
|                      |              | Forestell Rd- 35 to 32              | Appendix B - 2014 Expenditure Forecast of the AMP.   |                                  |           | \$168,240 |           |
|                      |              |                                     | 15.6% DC recoverable   | \$71,760                         |           |           |           |
|                      |              |                                     | Gas Tax Funding  |                                  | \$220,000 |           |           |
|                      |              | Grader- 501                         | This is a 1999 grader with a 20 to 25 yr lifecycle.  |                                  |           |           | \$350,000 |
|                      |              | Pickup truck-Staff                  | Pick-up truck with a 5 yr lifecycle.   |                                  |           |           | \$45,000  |
|                      |              | Public Works Replace. and Restorat. | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |           | \$50,000  |           |
|                      |              | Public Works Equip.                 | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |           | \$100,000 |           |
|                      |              | Gilmour Culvert- 2009               | Engineering for this project conducted in 2014 to determine the work and approximate cost for this project. A structural repair project with final engineering and land acquisition to commence in 2022 and construction in 2024. Appendix B - 2015 Expenditure Forecast of the AMP. |                                  |           | \$84,400  |           |
|                      |              |                                     | 15.6% DC recoverable   | \$15,600                         |           |           |           |

2022 Capital Plan Summary

| Project Cost |            |                 |          | Funding Type        |           |           |           |
|--------------|------------|-----------------|----------|---------------------|-----------|-----------|-----------|
| Service      | Department | Capital Project | Comments | Development Charges | Grant     | Levy      | Reserves  |
| Grand Total  |            |                 |          | \$87,360            | \$399,421 | \$977,929 | \$551,350 |



## 2023 Capital Plan Summary

| Project Cost Service | Department      | Capital Project                                     | Comments  | Funding Type Development Charges | Grant    | Levy      | Reserves |
|----------------------|-----------------|---|---|----------------------------------|----------|-----------|----------|
| Fire and Rescue      |                 |   |   |                                  |          |           |          |
|                      | Fire and Rescue |   |   |                                  |          |           |          |
|                      |                 | SCBA Cylinders                                      | Six replacements  |                                  |          |           | \$9,000  |
|                      |                 | Structural Firefighter Ensemble                     | 10 year lifecycle   |                                  |          | \$15,380  |          |
|                      |                 | Fire Equip.   | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |                                  |          | \$20,000  |          |
|                      |                 | Fire Vehicle Replac.                                | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |                                  |          | \$100,000 |          |
| General Government   |                 |   |   |                                  |          |           |          |
|                      | Corporate       |   |   |                                  |          |           |          |
|                      |                 | Computer Equipment                                  | 5 year replacement cycle for laptops and desktops.  |                                  |          | \$10,000  |          |
|                      |                 | Server  | 10% Bldg Reserve Funded   |                                  |          |           | \$2,000  |
|                      |                 |   | Server is recommended for replacement every 4-5 years.  |                                  |          |           | \$18,000 |
|                      |                 | Office renovation/expansion including accessibility | Facility Needs Assessment - \$1.05M + 8% consulting costs + 2% non-refundable HST.                |                                  |          | \$140,150 |          |
|                      |                 |   | Building Surplus Reserve Fund   |                                  |          |           | \$23,100 |
|                      |                 |   | Corporate Accessibility Working Reserve   |                                  |          |           | \$11,550 |
|                      |                 |   | County Accessibility Grant  |                                  | \$10,000 |           |          |
|                      |                 |   | Corporate Office Repairs Working Reserve  |                                  |          |           | \$46,200 |
|                      |                 | Corp. Office Repairs                                | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |                                  |          | \$50,000  |          |
|                      |                 | Corp. Accessibility                                 | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |                                  |          | \$10,000  |          |
|                      |                 | Corp. IT Software                                   | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |                                  |          | \$10,000  |          |
|                      |                 | Corp. IT Hardware                                   | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |                                  |          | \$5,000   |          |
|                      | Finance         |   |   |                                  |          |           |          |
|                      |                 | Updates to Asset Management Plan (AMP)              | AMP to be updated every 5 years (at a minimum).   |                                  |          | \$10,000  |          |
| Parks and Recreation |                 |   |   |                                  |          |           |          |

## 2023 Capital Plan Summary

| Project Cost Service | Department   | Capital Project                 | Comments  | Funding Type Development Charges | Grant     | Levy      | Reserves  |
|----------------------|--------------|---------------------------------|---|----------------------------------|-----------|-----------|-----------|
|                      | ORC          |                                 |   |                                  |           |           |           |
|                      |              | ORC Equip.                      | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |           | \$10,000  |           |
|                      |              | ORC Fac. Improv.                | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |           | \$20,000  |           |
|                      |              |                                 |   |                                  |           |           |           |
|                      | Parks        |                                 |   |                                  |           |           |           |
|                      |              | Parks Infrastr.                 | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |           | \$50,000  |           |
|                      |              | Parks Equip.                    | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |           | \$10,000  |           |
|                      |              |                                 |   |                                  |           |           |           |
|                      | PCC          |                                 |   |                                  |           |           |           |
|                      |              | PCC Equip.                      | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |           | \$10,000  |           |
|                      |              | PCC Fac. Improv.                | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |           | \$20,000  |           |
|                      |              |                                 |   |                                  |           |           |           |
| Public Works         |              |                                 |   |                                  |           |           |           |
|                      | Public Works |                                 |   |                                  |           |           |           |
|                      |              | Bridge and Culvert Inspections  | required every 2 years at \$15,000.   |                                  |           | \$7,500   |           |
|                      |              | Concession 4- Sideroad 10 to 32 | Asset number 56_Surface 2 amounting to repaving of 2 kms. 1 km of this road will require the installation of geo-fabric to control road movement due to swamp conditions. |                                  |           | \$230,000 |           |
|                      |              |                                 | Gas Tax Funding   |                                  | \$220,000 |           |           |
|                      |              | Maple Leaf Lane                 | Appendix B - 2014 Expenditure Forecast of the AMP.  |                                  |           | \$38,655  |           |
|                      |              |                                 | 15.6% DC recoverable  | \$7,145                          |           |           |           |
|                      |              | Mason Crt                       | Appendix B - 2014 Expenditure Forecast of the AMP. 100mm of asphalt and 9 metres wide.  |                                  |           | \$32,156  |           |
|                      |              |                                 | 15.6% DC recoverable  | \$5,944                          |           |           |           |
|                      |              | McLean Rd E and Winer Rd        | Appendix B - 2014 Expenditure Forecast of the AMP. 130mm of asphalt and 9 metres wide.  |                                  |           | \$138,639 |           |
|                      |              |                                 | 15.6% DC recoverable  | \$56,940                         |           |           |           |
|                      |              |                                 | OCIF - Formula Based Grant Funding  |                                  | \$169,421 |           |           |
|                      |              | Single Axle Dump Truck-303      | This is a 2015 single axle dump truck with an 8 yr replacement cycle.   |                                  |           |           | \$225,000 |

**2023 Capital Plan Summary**

| Project Cost Service | Department | Capital Project                             | Comments  | Funding Type Development Charges | Grant            | Levy               | Reserves         |
|----------------------|------------|---|---|----------------------------------|------------------|--------------------|------------------|
|                      |            | Transportation Master Plan                  | 60% DC recoverable  | \$15,000                         |                  |                    |                  |
|                      |            |   | The 2014 DC Study includes a Transportation Master Plan in 2023.  |                                  |                  | \$10,000           |                  |
|                      |            | Carroll Pond & Lesic Jassal Municipal Drain | \$65K for Cell 2 (cleanout frequency of 5 years is estimated); \$200K for Cell 3 (cleanout frequency of 5 years is estimated) |                                  |                  | \$265,000          |                  |
|                      |            | Public Works Replace. and Restorat.         | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.                             |                                  |                  | \$50,000           |                  |
|                      |            | Public Works Equip.                         | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.                             |                                  |                  | \$100,000          |                  |
| <b>Grand Total</b>   |            |   |   | <b>\$85,028</b>                  | <b>\$399,421</b> | <b>\$1,362,481</b> | <b>\$334,850</b> |

## 2024 Capital Plan Summary

| Project Cost Service | Department      | Capital Project                                  | Comments  | Funding Type Development Charges | Grant | Levy      | Reserves |
|----------------------|-----------------|--|---|----------------------------------|-------|-----------|----------|
| Fire and Rescue      |                 |  |   |                                  |       |           |          |
|                      | Fire and Rescue |  |   |                                  |       |           |          |
|                      |                 | Pickup Truck                                     | Must have a lifecycle of 7 years in order to be DC funded in 2017.                                |                                  |       |           | \$23,050 |
|                      |                 | Structural Firefighter Ensemble                  | 10 year lifecycle   |                                  |       | \$15,685  |          |
|                      |                 | Fire Equip.                                      | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |                                  |       | \$20,000  |          |
|                      |                 | Fire Vehicle Replac.                             | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |                                  |       | \$100,000 |          |
| General Government   |                 |  |   |                                  |       |           |          |
|                      | Corporate       |  |   |                                  |       |           |          |
|                      |                 | Computer Equipment                               | 5 year replacement cycle for laptops and desktops.  |                                  |       | \$10,000  |          |
|                      |                 | Window and Door Replacement Program              | As outlined in Building Condition Assessment.   |                                  |       | \$80,000  |          |
|                      |                 |  | Building Surplus Reserve Fund   |                                  |       |           | \$10,000 |
|                      |                 |  | Corporate Office Repairs Working Reserve  |                                  |       |           | \$10,000 |
|                      |                 | Gas Fired Infra-Red Heaters in Public Works Area | As outlined in Building Condition Assessment.   |                                  |       | \$5,400   |          |
|                      |                 |  | Corporate Office Repairs Working Reserve  |                                  |       |           | \$600    |
|                      |                 | UV Pure Water Treatment System                   | As outlined in Building Condition Assessment.   |                                  |       | \$8,000   |          |
|                      |                 |  | Building Surplus Reserve Fund   |                                  |       |           | \$1,000  |
|                      |                 |  | Corporate Office Repairs Working Reserve  |                                  |       |           | \$1,000  |
|                      |                 | Metal Roofing Panels                             | As outlined in Building Condition Assessment.   |                                  |       | \$100,000 |          |
|                      |                 |  | Building Surplus Reserve Fund   |                                  |       |           | \$12,500 |
|                      |                 |  | Corporate Office Repairs Working Reserve  |                                  |       |           | \$12,500 |
|                      |                 | Corp. Office Repairs                             | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |                                  |       | \$50,000  |          |
|                      |                 | Corp. Accessibility                              | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |                                  |       | \$10,000  |          |

## 2024 Capital Plan Summary

| Project Cost Service | Department           | Capital Project                                  | Comments  | Funding Type Development Charges | Grant | Levy     | Reserves |
|----------------------|----------------------|--|---|----------------------------------|-------|----------|----------|
|                      |                      | Corp. IT Software                                | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$10,000 |          |
|                      |                      | Corp. IT Hardware                                | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$5,000  |          |
|                      |                      |  |   |                                  |       |          |          |
|                      | Finance              |  |   |                                  |       |          |          |
|                      |                      | 2024 Development Charges Background Study        | Unless it expires or is repealed earlier, a development charge by-law expires five years after the day it comes into force. By-Law No. 2014-054 expires on September 3, 2019. |                                  |       | \$1,550  |          |
|                      |                      |  | 90% DC recoverable  | \$13,950                         |       |          |          |
|                      |                      |  |   |                                  |       |          |          |
|                      | Parks and Recreation |  |   |                                  |       |          |          |
|                      |                      |  |   |                                  |       |          |          |
|                      | ORC                  |  |   |                                  |       |          |          |
|                      |                      | ORC Equip.                                       | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$10,000 |          |
|                      |                      | ORC Fac. Improv.                                 | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$20,000 |          |
|                      |                      |  |   |                                  |       |          |          |
|                      | Parks                |  |   |                                  |       |          |          |
|                      |                      | Parks Infrastr.                                  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$50,000 |          |
|                      |                      | Parks Equip.                                     | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$10,000 |          |
|                      |                      |  |   |                                  |       |          |          |
|                      | PCC                  |  |   |                                  |       |          |          |
|                      |                      | Replacement of Sanitary Pumps and Control System | BCA report indicates age of the sanitary pumps and control system est. to be 10 years old and replacement is anticipated in 2024 (p. 1-10 of 1-17).                           |                                  |       | \$5,000  |          |

## 2024 Capital Plan Summary

| Project Cost Service | Department   | Capital Project                               | Comments   | Funding Type Development Charges | Grant     | Levy        | Reserves  |
|----------------------|--------------|---|--|----------------------------------|-----------|-------------|-----------|
|                      |              | Replacement of UV Pure Water Treatment System | BCA indicates water treatment equip. is in good/fair condition and anticipated for replacement in 2024 (p. 1-10 of 1-17).  |                                  |           | \$7,500     |           |
|                      |              | PCC Equip.                                    | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |           | \$10,000    |           |
|                      |              | PCC Fac. Improv.                              | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |           | \$20,000    |           |
| Public Works         |              |   |  |                                  |           |             |           |
|                      | Public Works |   |  |                                  |           |             |           |
|                      |              | Bridge and Culvert Inspections                | required every 2 years at \$15,000.  |                                  |           | \$7,500     |           |
|                      |              | Concession 4- Hwy 6 to 35                     | Appendix B - 2018 and 2021 Expenditure Forecast of the AMP.  |                                  |           | \$170,000   |           |
|                      |              |   | Gas Tax Funding  |                                  | \$220,000 |             |           |
|                      |              | Grader-502                                    | This is a 2000 grader with a 20 to 25 yr lifecycle.  |                                  |           |             | \$350,000 |
|                      |              | Public Works Replace. and Restorat.           | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |           | \$50,000    |           |
|                      |              | Public Works Equip.                           | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |           | \$100,000   |           |
|                      |              | Gilmour Culvert- 2009                         | Engineering for this project conducted in 2014 to determine the work and approximate cost for this project. A structural repair project with final engineering and land acquisition to commence in 2022 and construction in 2024. Appendix B - 2015 Expenditure Forecast of the AMP. |                                  |           | \$252,579   |           |
|                      |              |   | 15.6% DC recoverable   | \$78,000                         |           |             |           |
|                      |              |   | OCIF - Formula Based Grant Funding   |                                  | \$169,421 |             |           |
| Grand Total          |              |   |  | \$91,950                         | \$389,421 | \$1,128,214 | \$420,650 |

## 2025 Capital Plan Summary

| Project Cost Service | Department      | Capital Project                 | Comments  | Funding Type Development Charges | Grant | Levy      | Reserves  |
|----------------------|-----------------|---------------------------------|---|----------------------------------|-------|-----------|-----------|
| Fire and Rescue      |                 |                                 |   |                                  |       |           |           |
|                      | Fire and Rescue |                                 |   |                                  |       |           |           |
|                      |                 | Fire Master Plan                | Completed in November 2015, to complete on a ten year cycle.  |                                  |       | \$17,600  |           |
|                      |                 |                                 | 60% DC recoverable  | \$26,400                         |       |           |           |
|                      |                 | Pump 31 Truck                   | Pump 31 truck purchased in 2005 has a 20 yr. lifecycle and to be replaced in 2025. Report FIR-2016-003 recommended replacing Pump 31 and Tanker 37 as one unit which would remove the need to replace Tanker 37 in 2030. Staff to determine if more cost effective to sell Pump 31 and Tanker 37 prior to 2025. |                                  |       |           | \$468,000 |
|                      |                 | SCBA Cylinders                  | Five replacements   |                                  |       |           | \$7,500   |
|                      |                 | Structural Firefighter Ensemble | 10 year lifecycle   |                                  |       | \$19,200  |           |
|                      |                 | Fire Equip.                     | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$20,000  |           |
|                      |                 | Fire Vehicle Replac.            | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$100,000 |           |
| General Government   |                 |                                 |   |                                  |       |           |           |
|                      | Corporate       |                                 |   |                                  |       |           |           |
|                      |                 | Community Based Strategic Plan  | Completion every 10 years.  |                                  |       | \$16,500  |           |
|                      |                 |                                 | 45% DC recoverable  | \$13,500                         |       |           |           |
|                      |                 | Computer Equipment              | 5 year replacement cycle for laptops and desktops.  |                                  |       | \$10,000  |           |
|                      |                 | Corp. Office Repairs            | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$50,000  |           |
|                      |                 | Corp. Accessibility             | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$10,000  |           |
|                      |                 | Corp. IT Software               | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$10,000  |           |
|                      |                 | Corp. IT Hardware               | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$5,000   |           |
|                      |                 |                                 |   |                                  |       |           |           |

## 2025 Capital Plan Summary

| Project Cost Service | Department   | Capital Project                         | Comments  | Funding Type Development Charges | Grant | Levy      | Reserves |
|----------------------|--------------|---|---|----------------------------------|-------|-----------|----------|
| Parks and Recreation |              |   |   |                                  |       |           |          |
|                      | ORC          |   |   |                                  |       |           |          |
|                      |              | ORC Equip.                              | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$10,000  |          |
|                      |              | ORC Fac. Improv.                        | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$20,000  |          |
|                      |              |   |   |                                  |       |           |          |
|                      | Parks        |   |   |                                  |       |           |          |
|                      |              | Pickup Truck - Trsfr from PW            | Pick-up truck with a 5 yr lifecycle (transfer from PW-Director)   |                                  |       |           | \$0      |
|                      |              | Parks Infrastr.                         | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$50,000  |          |
|                      |              | Parks Equip.                            | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$10,000  |          |
|                      |              |   |   |                                  |       |           |          |
|                      | PCC          |   |   |                                  |       |           |          |
|                      |              | Recreation and Parks Master Plan        | Recommendation number 49 of the Recreation and Parks Master Plan dated May 2015 recommends to conduct a complete review and update of the Master Plan in the year 2025. |                                  |       | \$23,000  |          |
|                      |              |   | 54% DC recoverable  | \$27,000                         |       |           |          |
|                      |              | PCC Equip.                              | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$10,000  |          |
|                      |              | PCC Fac. Improv.                        | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.   |                                  |       | \$20,000  |          |
|                      |              |   |   |                                  |       |           |          |
| Public Works         |              |   |   |                                  |       |           |          |
|                      | Public Works |   |   |                                  |       |           |          |
|                      |              | Bridge and Culvert Inspections          | required every 2 years at \$15,000.   |                                  |       | \$7,500   |          |
|                      |              | Church and Victoria Street              | Appendix B - 2014 Expenditure Forecast of the AMP.  |                                  |       | \$50,000  |          |
|                      |              | Gore Road - Valens Road to Concession 7 | Appendix B - 2015 Expenditure Forecast of the AMP.  |                                  |       | \$227,880 |          |



## 2025 Capital Plan Summary

| Project Cost Service | Department | Capital Project                                      | Comments  | Funding Type Development Charges | Grant            | Levy               | Reserves         |
|----------------------|------------|--|---|----------------------------------|------------------|--------------------|------------------|
|                      |            |  | 15.6% DC recoverable  | \$42,120                         |                  |                    |                  |
|                      |            | Pickup Truck- Director                               | This truck has a 5 yr lifecycle.  |                                  |                  |                    | \$35,000         |
|                      |            | Watson Rd - Wellington Road 34 to Wellington Road 36 | Appendix B - 2014 Expenditure Forecast of the AMP.  |                                  |                  | \$330,579          |                  |
|                      |            |  | OCIF - Formula Based Grant Funding  |                                  | \$169,421        |                    |                  |
|                      |            | Watson Rd- Maltby to Arkell                          | Appendix B - 2015 and 2016 Expenditure Forecast of the AMP.                                       |                                  |                  | \$185,120          |                  |
|                      |            |  | 15.6% DC recoverable  | \$74,880                         |                  |                    |                  |
|                      |            |  | Gas Tax Funding   |                                  | \$220,000        |                    |                  |
|                      |            | Public Works Replace. and Restorat.                  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |                                  |                  | \$50,000           |                  |
|                      |            | Public Works Equip.                                  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |                                  |                  | \$100,000          |                  |
| <b>Grand Total</b>   |            |  |   | <b>\$183,900</b>                 | <b>\$389,421</b> | <b>\$1,352,379</b> | <b>\$510,500</b> |

## 2026 Capital Plan Summary

| Project Cost Service | Department      | Capital Project                       | Comments   | Funding Type Development Charges | Grant | Levy      | Reserves |
|----------------------|-----------------|---------------------------------------|--|----------------------------------|-------|-----------|----------|
| Building             |                 |                                       |  |                                  |       |           |          |
|                      | Building        |                                       |  |                                  |       |           |          |
|                      |                 | Vehicle - for Inspector - Replacement | 2016 pickup truck to be replaced in 2026 (10 yr. lifecycle).   |                                  |       |           | \$33,000 |
| Fire and Rescue      |                 |                                       |  |                                  |       |           |          |
|                      | Fire and Rescue |                                       |  |                                  |       |           |          |
|                      |                 | SCBA Cylinders                        | Three replacements   |                                  |       |           | \$4,500  |
|                      |                 | Structural Firefighter Ensemble       | 10 year lifecycle  |                                  |       | \$10,712  |          |
|                      |                 | Portable Pump                         | Township fire department has two portable pumps which were purchased in 2006. The portable pumps are used to draft water from static water sources and feed pumpers and/or tanker trucks. The recommended lifecycle is 20 years as per manufacturer's recommendation |                                  |       |           | \$15,000 |
|                      |                 | Fire Equip.                           | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |       | \$20,000  |          |
|                      |                 | Fire Vehicle Replac.                  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |       | \$100,000 |          |
| General Government   |                 |                                       |  |                                  |       |           |          |
|                      | Corporate       |                                       |  |                                  |       |           |          |
|                      |                 | Computer Equipment                    | 5 year replacement cycle for laptops and desktops.   |                                  |       | \$10,000  |          |
|                      |                 | Corp. Office Repairs                  | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |       | \$50,000  |          |
|                      |                 | Corp. Accessibility                   | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |       | \$10,000  |          |
|                      |                 | Corp. IT Software                     | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |       | \$10,000  |          |
|                      |                 | Corp. IT Hardware                     | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |       | \$5,000   |          |

## 2026 Capital Plan Summary

| Project Cost Service | Department | Capital Project                 | Comments   | Funding Type Development Charges | Grant | Levy     | Reserves |
|----------------------|------------|---------------------------------|--|----------------------------------|-------|----------|----------|
| Parks and Recreation |            |                                 |  |                                  |       |          |          |
| ORC                  |            |                                 |  |                                  |       |          |          |
|                      |            | Floor Scrubber                  | Replace the current 2016 scrubber. 10 year lifecycle   |                                  |       |          | \$8,000  |
|                      |            | ORC Equip.                      | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |       | \$10,000 |          |
|                      |            | ORC Fac. Improv.                | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |       | \$20,000 |          |
| Parks                |            |                                 |  |                                  |       |          |          |
|                      |            | Improvements to Tennis Courts   | Recommendation number 28 in the Recreation and Parks Master Plan indicates improving existing tennis courts (ie. installation of wind and noise screening) and to convert the third court (furthest from the road) into a public court without controlled access in order to promote use for non-members. Subject to an agreement being formalized with the Tennis Club regarding responsibilities for upgrades/improvements to the tennis courts. |                                  |       |          | \$10,000 |
|                      |            | Playground area at Boreham Park | Recommendation number 30 in the Recreation and Parks Master Plan indicates assessing opportunities to update and modernize the playground at Boreham Park with creative play equipment (inc. barrier free components).   | \$5,000                          |       |          | \$95,000 |
|                      |            | Parks Infrastr.                 | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |       | \$50,000 |          |
|                      |            | Parks Equip.                    | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast.  |                                  |       | \$10,000 |          |
| PCC                  |            |                                 |  |                                  |       |          |          |
|                      |            | Rebalancing of HVAC system      | BCA report indicates rebalancing of HVAC system every 10 years (p. 1-10 of 1-17).  |                                  |       | \$5,000  |          |

## 2026 Capital Plan Summary

| Project Cost Service | Department   | Capital Project                                 | Comments  | Funding Type Development Charges | Grant            | Levy               | Reserves         |
|----------------------|--------------|---|---|----------------------------------|------------------|--------------------|------------------|
|                      |              | Replacement of Rheem Hot Water Tank             | BCA report indicates replacement of the Rheem Hot Water Tank in 2026 (p.1-10 of 1-17)             |                                  |                  | \$5,000            |                  |
|                      |              | PCC Equip.                                      | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |                                  |                  | \$10,000           |                  |
|                      |              | PCC Fac. Improv.                                | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |                                  |                  | \$20,000           |                  |
| Public Works         |              |   |   |                                  |                  |                    |                  |
|                      | Public Works |   |   |                                  |                  |                    |                  |
|                      |              | Bridge and Culvert Inspections                  | required every 2 years at \$15,000.   |                                  |                  | \$7,500            |                  |
|                      |              | Concession 1- Sideroad 10 to Wellington Rd 35   | Appendix B - 2014 Expenditure Forecast of the AMP.  |                                  |                  | \$85,579           |                  |
|                      |              |   | OCIF - Formula Based Grant Funding  |                                  | \$169,421        |                    |                  |
|                      |              | Gore Rd-Sideroad 20 to Valens Rd                | Appendix B - 2020 Expenditure Forecast of the AMP.  |                                  |                  | \$145,000          |                  |
|                      |              |   | Gas Tax Funding   |                                  | \$220,000        |                    |                  |
|                      |              | Leslie Rd West- Victoria Rd South to East limit | Appendix B- 2018, 2019, 2020 Expenditure Forecasts of the AMP.                                    |                                  |                  | \$544,380          |                  |
|                      |              |   | 15.6% DC recoverable  | \$100,620                        |                  |                    |                  |
|                      |              | Carroll Pond & Lesic Jassal Municipal Drain     | \$150K for Cell 1 (cleanout frequency of 18 years is estimated)                                   |                                  |                  | \$150,000          |                  |
|                      |              | Public Works Replace. and Restorat.             | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |                                  |                  | \$50,000           |                  |
|                      |              | Public Works Equip.                             | Amount contributed is the same as the amounts forecasted in the 2016 Capital Budget and Forecast. |                                  |                  | \$100,000          |                  |
| <b>Grand Total</b>   |              |   |   | <b>\$105,620</b>                 | <b>\$389,421</b> | <b>\$1,428,171</b> | <b>\$165,500</b> |

### Projects by Year

[illegible]

### Projects by Year

[illegible]

### Projects by Year

[illegible]

### Projects by Year

[illegible]



### Projects by Year

[illegible]

### Projects by Year

[illegible]

### Projects by Year

[illegible]

### Projects by Year

| Project Cost |  | 2014 | 2015    | 2016 | 2017     | 2018      | 2019     | 2020      | 2021     | 2022     | 2023     | 2024     | 2025     | 2026     |
|--------------|--|------|---------|------|----------|-----------|----------|-----------|----------|----------|----------|----------|----------|----------|
| PCC          |  |      |         |      |          |           |          |           |          |          |          |          |          |          |
|              | Arc Flash Study                                  |      |         |      |          |           |          | \$5,000   |          |          |          |          |          |          |
|              | Exterior Hall Lighting                           |      |         |      |          |           | \$5,000  |           |          |          |          |          |          |          |
|              | Kitchen Renovation                               |      |         |      |          | \$100,000 |          |           |          |          |          |          |          |          |
|              | Localized Wall Repairs                           |      | \$5,000 |      |          |           |          |           |          |          |          |          |          |          |
|              | Rebalancing of HVAC system                       |      |         |      |          |           |          |           |          |          |          |          |          | \$5,000  |
|              | Recreation and Parks Master Plan                 |      |         |      |          |           |          |           |          |          |          |          | \$50,000 |          |
|              | Replacement of Metal Roofing Panels              |      |         |      |          |           |          | \$100,000 |          |          |          |          |          |          |
|              | 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.                                       |      |         |      | \$5,000  | \$10,000  | \$10,000 | \$10,000  | \$10,000 | \$10,000 | \$10,000 | \$10,000 | \$10,000 | \$10,000 |
|              | PCC Fac. Improv.                                 |      |         |      | \$10,000 | \$20,000  | \$20,000 | \$20,000  | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 |
| PCC Total    |  |      | \$5,000 |      | \$15,000 | \$130,000 | \$35,000 | \$135,000 | \$30,000 | \$30,000 | \$30,000 | \$42,500 | \$80,000 | \$40,000 |

### Projects by Year

[illegible]

## Projects by Year

| Project Cost |  | 2014 | 2015 | 2016    | 2017      | 2018      | 2019      | 2020      | 2021      | 2022      | 2023      | 2024      | 2025      | 2026    |
|--------------|--|------|------|---------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|---------|
| Public Works |  |      |      |         |           |           |           |           |           |           |           |           |           |         |
|              | Public Works                             |      |      |         |           |           |           |           |           |           |           |           |           |         |
|              | 1.5 ton dump truck                       |      |      |         |           | \$100,000 |           |           |           |           |           |           |           |         |
|              | 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   | \$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 |           |           |           |           |           |         |
|              | Ellis Rd-32 to Townline                  |      |      |         | \$255,000 |           |           |           |           |           |           |           |           |         |
|              | Forestell Rd- 32 to Roszell Rd           |      |      |         |           |           | \$145,000 |           |           |           |           |           |           |         |
|              | Forestell Rd- 35 to 32                   |      |      |         |           |           |           |           |           | \$460,000 |           |           |           |         |
|              | Gore Road - Valens Road to Concession 7  |      |      |         |           |           |           |           |           |           |           |           | \$270,000 |         |
|              | Grader- 501                              |      |      |         |           |           |           |           |           | \$350,000 |           |           |           |         |
|              | Grader-502                               |      |      |         |           |           |           |           |           |           |           | \$350,000 |           |         |
|              | Little's Bridge                          |      |      |         |           |           |           | \$20,000  | \$195,000 |           |           |           |           |         |
|              | Maple Leaf Lane                          |      |      |         |           |           |           |           |           |           | \$45,800  |           |           |         |
|              | Mason Crt                                |      |      |         |           |           |           |           |           |           | \$38,100  |           |           |         |
|              | McLean Rd E and Winer Rd                 |      |      |         |           |           |           |           |           |           | \$365,000 |           |           |         |
|              | Nassagaweya-Puslinch Townline            |      |      |         | \$56,000  |           |           |           |           |           |           |           |           |         |
|              | Pickup Truck- Director                   |      |      |         |           |           |           | \$35,000  |           |           |           |           | \$35,000  |         |
|              | Pickup truck-Staff                       |      |      |         | \$45,000  |           |           |           |           | \$45,000  |           |           |           |         |
|              | Single Axle Dump Truck-303               |      |      |         |           |           |           |           |           |           | \$225,000 |           |           |         |
|              | Tandem Dump Truck- 301                   |      |      |         |           |           |           |           | \$250,000 |           |           |           |           |         |
|              | Tandem Dump Truck- 302                   |      |      |         |           |           |           | \$250,000 |           |           |           |           |           |         |
|              | Tandem Dump Truck- 304                   |      |      |         |           |           | \$250,000 |           |           |           |           |           |           |         |

### Projects by Year

[illegible]

Projects by Year

| Project Cost  | 2014     | 2015     | 2016      | 2017        | 2018        | 2019        | 2020        | 2021        | 2022        | 2023        | 2024        | 2025        | 2026        |
|---------------|----------|----------|-----------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| (blank)       |          |          |           |             |             |             |             |             |             |             |             |             |             |
| (blank)       |          |          |           |             |             |             |             |             |             |             |             |             |             |
| (blank)       |          |          |           |             |             |             |             |             |             |             |             |             |             |
| (blank) Total |          |          |           |             |             |             |             |             |             |             |             |             |             |
|               |          |          |           |             |             |             |             |             |             |             |             |             |             |
| Grand Total   | \$59,755 | \$46,981 | \$110,411 | \$1,768,169 | \$2,131,430 | \$3,016,424 | \$2,684,750 | \$2,222,824 | \$2,016,060 | \$2,181,780 | \$2,030,235 | \$2,436,200 | \$2,088,712 |





October 15, 2016

Mayor and Council  
Township of Puslinch  
7404 Wellington Rd#34  
Guelph ON N1H 6H9

Dear Mayor and Council;

RE: **Donation for the Aberfoyle Fall Fair**

2017 will mark the 177th year for the Aberfoyle Agricultural Society. Coming off an excellent 176<sup>th</sup> celebration, which in part was due to your support, for which we thank you, we are in the works of making our 177<sup>th</sup> just as exciting for the community.

Since 1840 The Society has worked to increase the awareness of, and to improve the quality of agriculture, home crafts, and the rural lifestyle, by presenting an annual Fall Fair to exhibit livestock, produce, home crafts, pets and equipment. It also assists in 4H and Junior Garden Club activities.

One of Puslinch's first community organizations, the Society played a large part in the education and development of agriculture, home life, and nutrition at a time when 80% of the population was involved directly in agriculture and rural life. Today, even though our agricultural and rural communities are decreasing, the Society still has a strong grass roots base and supports the rural way of life.

The Society has a board to direct its activities, and an executive. Board members are elected annually by the membership. There are working committees for light horse, antique tractors and tractor pulls, crops, garden, home craft, 4H and

others. There are many members, representing all parts of the community, age groups, and interests.

Financing is from donations: provincial, municipal, corporate and private, and from membership fees and fair admissions.

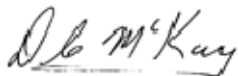
As mentioned, in the past the Township has been very supportive of our Society and our Fall Fair and we wish to thank you for your continuing support. This year we are asking Council to approve a donation to the Society in the amount of \$3000.00.

We have enclosed our income statement for 2016 and our Budget for 2017

If you have any questions please do not hesitate to contact me at 519-822-2984 or [donmckay@golden.net](mailto:donmckay@golden.net).

Thanking you in advance for your support.

Sincerely;

A handwritten signature in cursive script, appearing to read "D. C. McKay".

D. C McKay  
Past President  
Aberfoyle Agricultural Society

**Aberfoyle Agricultural Society**  
**Profit & Loss Budget Overview**

Schedule E.1 of Report FIN-2016-026

January through December 2016

|  | <b>TOTAL</b>        |
|--|---------------------|
|  | <b>Jan - Dec 16</b> |
| <b>Ordinary Income/Expense</b>           |                     |
| <b>Income</b>                            |                     |
| <b>Donations</b>                         |                     |
| Donations - 4-H Activities               | \$ 1,100.00         |
| Donations - General                      | \$ 8,692.00         |
| Donations - Junior Garden Club           | \$ 514.00           |
| <b>Total Donations</b>                   | <b>\$ 10,306.00</b> |
| <b>Fair Revenue</b>                      |                     |
| Fair Entry Fees                          | \$ 585.00           |
| Fair Gate Admissions                     | \$ 5,696.90         |
| Fair Other Revenue                       | \$ 1,530.00         |
| <b>Total Fair Revenue</b>                | <b>\$ 7,811.90</b>  |
| <b>Fundraising Activities</b>            |                     |
| Chicken BBQ                              |                     |
| Chicken BBQ Expenses                     | \$ (2,201.81)       |
| Chicken BBQ - Other                      | \$ 6,052.00         |
| <b>Total Chicken BBQ</b>                 | <b>\$ 3,850.19</b>  |
| <b>Total Fundraising Activities</b>      | <b>\$ 3,850.19</b>  |
| <b>Government &amp; Municipal Grants</b> | <b>\$ 7,600.00</b>  |
| <b>Paid Memberships</b>                  | <b>\$ 304.00</b>    |
| <b>Sponsorships</b>                      |                     |
| Corporate Donations/Sponsorship          | \$ 4,432.00         |
| <b>Total Sponsorships</b>                | <b>\$ 4,432.00</b>  |
| <b>Total Income</b>                      | <b>\$ 34,304.09</b> |
| <b>Expense</b>                           |                     |
| <b>Bank Service Charges</b>              | <b>\$ 197.00</b>    |
| <b>Dues/Conventions</b>                  | <b>\$ 113.00</b>    |
| <b>Fall Fair Expenses</b>                |                     |
| Advertising                              | \$ 786.00           |
| Entertainment                            | \$ 2,683.00         |
| Insurance - Fair                         | \$ 1,836.00         |
| Judges Fees                              | \$ 972.00           |
| P.A. Systems                             | \$ 203.00           |
| Parking/Gate Operations                  | \$ 500.00           |
| Prize Money                              | \$ 6,385.00         |
| Publishing                               | \$ 1,406.00         |
| Ribbons/Awards                           | \$ 1,432.00         |
| Tent Rentals                             | \$ 3,050.00         |
| Tractor Pull Expenses                    | \$ 1,135.00         |
| <b>Total Fall Fair Expenses</b>          | <b>\$ 20,388.00</b> |
| <b>HST Expense</b>                       | <b>\$ 765.00</b>    |
| <b>Jr. Garden Club</b>                   | <b>\$ 1,125.00</b>  |
| <b>Meetings - Rental Hall Expenses</b>   | <b>\$ 224.00</b>    |
| <b>Office Supplies</b>                   | <b>\$ 851.00</b>    |
| <b>Postage/Delivery</b>                  | <b>\$ 35.00</b>     |
| <b>Wages/Honorarium</b>                  | <b>\$ 3,500.00</b>  |
| <b>Total Expense</b>                     | <b>\$ 27,198.00</b> |
| <b>Net Ordinary Income</b>               | <b>\$ 7,106.09</b>  |
| <b>Net Income</b>                        | <b>\$ 7,106.09</b>  |

9:16 AM

10/17/16

Accrual Basis

Aberfoyle Agricultural Society  
Balance Sheet  
As of August 31, 2016

|   | Aug 31, 16 |
|---|------------|
| ASSETS                                  |            |
| Current Assets                          |            |
| Chequing/Savings                        |            |
| TDCanada Trust - 25002-0308002          | 22,360.82  |
| Total Chequing/Savings                  | 22,360.82  |
| Other Current Assets                    |            |
| Change Fund/Floats                      | 1,481.28   |
| Fair/Office Supplies                    | 1,610.00   |
| HST Receivable                          | 1,616.02   |
| Total Other Current Assets              | 4,707.30   |
| Total Current Assets                    | 27,068.12  |
| Fixed Assets                            |            |
| Banners/Signage                         |            |
| Accum Dep'n-Banners/Signage             | -2,204.50  |
| Banners/Signage - Other                 | 2,204.50   |
| Total Banners/Signage                   | 0.00       |
| Homecraft/Juniors/Hall Equipmen         |            |
| Accum Dep'n-Homecraft/Juniors/H         | -1,422.85  |
| Homecraft/Juniors/Hall Equipmen - Other | 2,662.85   |
| Total Homecraft/Juniors/Hall Equipmen   | 1,240.00   |
| Mobile/Horse Equipment                  |            |
| Accum Dep'n-Mobile/Horse Equipm         | -1,332.45  |
| Mobile/Horse Equipment - Other          | 1,332.45   |
| Total Mobile/Horse Equipment            | 0.00       |
| Office Equipment                        |            |
| Accum Dep't-Office Equipment            | -463.33    |
| Office Equipment - Other                | 463.33     |
| Total Office Equipment                  | 0.00       |
| Pens/Gates/Fencing/Seating              |            |
| Accum Dep'n-Pens/Gates/Fencing/         | -1,538.16  |
| Pens/Gates/Fencing/Seating - Other      | 1,538.16   |
| Total Pens/Gates/Fencing/Seating        | 0.00       |
| Speaker/Sound System                    |            |
| Accum Dep'n-Speaker/Sound Syste         | -606.63    |
| Speaker/Sound System - Other            | 606.63     |
| Total Speaker/Sound System              | 0.00       |
| Total Fixed Assets                      | 1,240.00   |
| TOTAL ASSETS                            | 28,308.12  |
| LIABILITIES & EQUITY                    |            |
| Equity                                  |            |
| Opening Bal Equity                      | 141.50     |
| Retained Earnings                       | 14,877.15  |
| Net Income                              | 13,289.47  |
| Total Equity                            | 28,308.12  |
| TOTAL LIABILITIES & EQUITY              | 28,308.12  |

9:17 AM

10/17/16

Accrual Basis

Aberfoyle Agricultural Society  
Profit & Loss  
January through August 2016

|                                       | Jan - Aug 16 |
|---------------------------------------|--------------|
| Ordinary Income/Expense               |              |
| Income                                |              |
| Donations                             |              |
| Donations - 4-H Activities            | 925.00       |
| Donations - General                   | 5,335.51     |
| Donations - Junior Garden Club        | 985.00       |
| Total Donations                       | 7,245.51     |
| Fair Revenue                          |              |
| Fair Other Revenue                    | 380.00       |
| Vendor Tent                           | 40.00        |
| Total Fair Revenue                    | 420.00       |
| Fundraising Activities                |              |
| Chicken BBQ                           |              |
| Chicken BBQ-Silent Auction            | 645.00       |
| Chicken BBQ Expenses                  | -3,210.63    |
| Chicken BBQ - Other                   | 6,129.13     |
| Total Chicken BBQ                     | 3,563.50     |
| Total Fundraising Activities          | 3,563.50     |
| Government & Municipal Grants         |              |
| Govt & Municipal Grants-Omafra        | 3,642.55     |
| Govt & Municipal Grants-Puslinc       | 3,000.00     |
| Govt & Municipal Grants-Welling       | 500.00       |
| Government & Municipal Grants - Other | 100.00       |
| Total Government & Municipal Grants   | 7,242.55     |
| Sponsorships                          |              |
| Corporate Donations/Sponsorship       | 1,125.00     |
| Total Sponsorships                    | 1,125.00     |
| Total Income                          | 19,596.56    |
| Expense                               |              |
| Bank Service Charges                  | 127.94       |
| COSA - Fundraiser                     | 2,245.40     |
| COSA - Fundraiser - Deposit           | -2,245.85    |
| Dues/Conventions                      | -240.00      |
| Fall Fair Expenses                    |              |
| Fair Supplies/Repairs                 | 137.42       |
| Printing                              | 809.60       |
| Publishing                            | 1,120.00     |
| Tent Rentals                          | 1,173.21     |
| Total Fall Fair Expenses              | 3,240.23     |
| HST Expense                           | 452.08       |
| Jr. Garden Club                       | 600.00       |
| Office Supplies                       | 17.75        |
| Printing Raffle Tickets               | 214.54       |
| Supplies                              | 145.00       |
| Wages/Honorarium                      | 1,750.00     |
| Total Expense                         | 6,307.09     |
| Net Ordinary Income                   | 13,289.47    |
| Net Income                            | 13,289.47    |



Township of Puslinch  
[www.twp.puslinch.on.ca](http://www.twp.puslinch.on.ca)  
Contact: Glenna Smith (519-824-0217)

RECEIVED

OCT 12 2016

Township of Puslinch

October 12, 2016

To: Mary Hasan, Director of Finance/Treasurer & Puslinch Council

From: Glenna Smith, Chair Puslinch Oriented Policing Committee,

Re: Our Request for Funding for 2017

On behalf of the Members of the Puslinch COP Committee I would like to express our Thanks for your support during the past year.

We would ask that you continue to support the COP Committee with the \$500.00 grant we have received in the past. Support of a Council Member on this Committee is very important as well.

As Wellington County is designated, "Safe Communities' Wellington County", it is important for this designation to have a COP Committee or Safe Community Committee in each Township. We are proud of the fact that our Committee has and is being an active part of Safe Communities. Doug and I serve on the Leadership Table Committee.

Our focus this coming year is to have speakers at all our meetings and to encourage the public to attend. This would be in place of one large event. Our hope is to reach more people and also to allow us to report from our speakers in the Pioneer so bettering the coverage of information to the residents of Puslinch.

With Councils assistance and our very dedicated Committee of Volunteers we look forward to an educational and safe year in 2017.

Puslinch COP Committee

RECEIVED  
OCT 12 2016  
Township of Puslinch

October 12, 2016

Mary Hasan, Director of Finances/Treasurer  
Township of Puslinch

Re your File No: F11GRA

Please find below the proposed Operating Budget for the Puslinch COP Committee.

|                                       |          |
|---------------------------------------|----------|
| Budget For 2017                       |          |
| Speakers 8x\$50.00                    | \$400.00 |
| Printing & Advertising                | \$100.00 |
| Fall Fair, Santa Claus Parade, Market | \$100.00 |
| Bicycle Rodeo                         | \$100.00 |
| Meeting Expenses                      | \$ 50.00 |
| Banking Fees                          | \$ 25.00 |
| TOTAL                                 | \$775.00 |

Thanks for your support.

Glenna R. Smith, Chair  
Community Oriented Policing Committee

Financial  
Statement  
2016



RECEIVED

OCT 12 2016

Township of Puslinch

January

balance forward January 29.....456.95

February

bank fees..... 1.95

March

donation to Crime Stoppers..... 50.00

bank fees..... 1.95

April

donation to Paramedics charity..... 50.00

bank fees..... 1.95

May

CAA speaker fee(shared with Parish Nurse).... 113.00

bank fees..... 1.95

June

deposit Puslinch Township..... 500.00

bank fees..... 1.95

July

bank fees..... 1.95

August

pull up banner..... 152.55

items for Farmers Market display..... 15.82

bank fees..... 1.95



## September

|   |       |
|---|-------|
| Aberfoyle Fall Fair rental for booth..... | 10.00 |
| speaker fee.....                          | 50.00 |
| give away promotions for Fair.....        | 46.05 |
| bank fees.....                            | 1.95  |

## October

|                |       |
|----------------|-------|
| donation.....  | 15.00 |
| bank fees..... | 1.95  |

|            |        |                       |
|------------|--------|-----------------------|
| Total..... | 504.97 | \$956.95 <sup>-</sup> |
|------------|--------|-----------------------|

Balance Oct 11, 2016      \$466.98

with 2 months bank fees  
and 2 months speaker  
left to pay in 2016  
est,      \$363.08  
closing balance

J. B.S.

## Mary Hasan

---

**From:** VanOoteghem, Ron <ron.vanooteghem@ca.crh.com>  
**Sent:** Monday, October 17, 2016 1:10 PM  
**To:** Mary Hasan  
**Cc:** Les Schmidt; Dave Rodgers; Don McKay  
**Subject:** Re: [EXT] RE: Friends of Mill Creek Grant Application

Ok thanks Mary. I didn't have a list of donors available. We will request \$2,500 for 2017

Thanks,

Ron

Sent from my iPhone

On Oct 17, 2016, at 12:54 PM, Mary Hasan <[mhasan@puslinch.ca](mailto:mhasan@puslinch.ca)> wrote:

Hello

The Township donated \$1,250 in 2016.

Thanks

Mary

---

**From:** VanOoteghem, Ron [<mailto:ron.vanooteghem@ca.crh.com>]  
**Sent:** Monday, October 17, 2016 12:19 PM  
**To:** Mary Hasan <[mhasan@puslinch.ca](mailto:mhasan@puslinch.ca)>  
**Cc:** Les Schmidt <[lschmidt@manestay.ca](mailto:lschmidt@manestay.ca)>; Dave Rodgers <[aberfoyle.aquascience@gmail.com](mailto:aberfoyle.aquascience@gmail.com)>; Don McKay <[donmckay@golden.net](mailto:donmckay@golden.net)>  
**Subject:** Re: [EXT] RE: Friends of Mill Creek Grant Application

Hi Mary,

Not sure what the township donated in 2016, but I believe the request was for \$2,500. We would request the same for 2017.

Les, Dave or Don, maybe you can help me out with this to confirm the number, thanks.

Thanks,

Ron

---

**From:** Mary Hasan <[mhasan@puslinch.ca](mailto:mhasan@puslinch.ca)>  
**Sent:** Monday, October 17, 2016 12:06:05 PM  
**To:** VanOoteghem, Ron  
**Subject:** [EXT] RE: Friends of Mill Creek Grant Application

Hi Ron

Sorry – I do not see an amount requested in the attachment.

Thanks

Mary

---

**From:** VanOoteghem, Ron [<mailto:ron.vanooteghem@ca.crh.com>]  
**Sent:** Monday, October 17, 2016 12:04 PM  
**To:** Mary Hasan <[mhasan@puslinch.ca](mailto:mhasan@puslinch.ca)>  
**Cc:** Les Schmidt <[lschmidt@manestay.ca](mailto:lschmidt@manestay.ca)>; Dave Rodgers <[aberfoyle.aquascience@gmail.com](mailto:aberfoyle.aquascience@gmail.com)>; Don McKay <[donmckay@golden.net](mailto:donmckay@golden.net)>  
**Subject:** Friends of Mill Creek Grant Application

Hi Mary,

Further to our conversation, attached is our request for donation letter. I will get you the required financial documents as soon as possible.

Thanks for your understanding.

Best regards,

Ron

Township of Puslinch  
7404 Wellington Rd 34, Puslinch, ON N0B 2J0  
P 519 763-1226 F 519-763-5846  
[www.puslinch.ca](http://www.puslinch.ca)

This message (and any associated files) is intended only for the use of the individual or entity to which it is addressed. The content of the message may contain information that is confidential, subject to copyright and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient you are notified that any dissemination, distribution, copying or modification of this message is strictly prohibited. If you have received this message in error, please notify the sender immediately, advising of the error and delete this message without making a copy. (Information related to this email is automatically monitored and recorded and the content may be required to be disclosed by the Township to a third party in certain circumstances). Thank you. CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you are expecting this email and know the contents are safe. ATTENTION: Ce courriel vient de l'extérieur de l'entreprise. Ne cliquez pas sur les liens, et n'ouvrez pas les pièces jointes, à moins que vous ne connaissiez l'expéditeur du courriel et savez que le contenu est sécuritaire.



MILL CREEK STEWARDSHIP RANGER PROGRAM  
c/o Township of Puslinch  
7404 Wellington Road 34  
Guelph, ON N1H 6H9 AM



2016 Mill Creek Rangers

21 October 2016

Township of Puslinch - 2017 Community Grant Application:

The Friends of Mill Creek (FOMC) would like to sincerely thank the Township of Puslinch for your past support in helping fund the Mill Creek Stewardship Ranger Program and request your continued support in 2017.

Since 2003, fourteen crew leaders and fifty five enthusiastic high school students, many from Puslinch Township, have benefited from the Ranger Program. Without exception, participants have had nothing but praise for the in-stream rehabilitation and off-site educational projects that cultivate the students' interest and knowledge of the natural environment within our community. Please visit our website to learn more about the FOMC and the Stewardship Ranger Program.

Of course, the Creek has also benefited. Over the years, there have been measureable reductions in summer maximum temperatures and increases in fish populations in some of the most important reaches of the Creek, both of which are directly attributable to the efforts of FOMC and the Ranger Program. Our website contains many more details on how FOMC's work has benefited Mill Creek and our plans for the future.

Our Program is also extremely cost effective. Your donation dollars are multiplied with in-kind contributions from the Grand River Conservation Authority, Grand River Conservation Foundation, Wellington Stewardship Council and Ministry of Natural Resources in addition to donations of labour and materials by local individuals and industry.

Each year the Program results continue to exceed all expectations, with our success directly attributable to our donors, sponsors, partners, members, and local landowners! Please continue your support of this community based program. With your assistance, we are looking forward to another successful year of rehabilitation and student enrichment. Your **charitable donation** can be made payable to:

### **Grand River Conservation Foundation**

**(Please note on the cheque that funds are in support of Friends of Mill Creek)**

Contributions may be mailed to Friends of Mill Creek, c/o Township of Puslinch, or provided to any of the Friends below, who will be more than pleased to personally stop by. If you wish to donate electronically, please follow the instructions given at <http://www.friendsofmillcreek.org/donate/>. Charitable tax receipts will be issued and donors are recognized with a plaque or letter at our annual barbeque where you will hear and see the difference your investment has made.

Sincerely,

Dave Rodgers  
Friends of Mill Creek  
519 822-5221  
[aberfoyle.aquascience@gmail.com](mailto:aberfoyle.aquascience@gmail.com)

Les Schmidt  
Friends of Mill Creek  
519 856-0596  
[lschmidt@manestay.ca](mailto:lschmidt@manestay.ca)

Don McKay  
Friends of Mill Creek  
519 822-2984  
[donmckay@golden.net](mailto:donmckay@golden.net)

Ron Van Ooteghem  
Friends of Mill Creek  
416-524-0027  
[ron.vanooteghem@ca.crh.com](mailto:ron.vanooteghem@ca.crh.com)

# MILL CREEK RANGERS PROGRAM

## Statement of Operations

For the nine months ending 30 September 2016 with comparative figures for full year 2015

|  | <b>2016 YTD</b>  | <b>2016</b>      | <b>2015</b>      |
|--|------------------|------------------|------------------|
|  | <b>Actual</b>    | <b>Budget</b>    | <b>Actual</b>    |
|  | <b>\$</b>        | <b>\$</b>        | <b>\$</b>        |
| <b>Revenue</b>                             |                  |                  |                  |
| Grants (Gov't)                             |                  |                  |                  |
| City of Cambridge                          | 1,500.00         | 2,500.00         | 1,500.00         |
| Township of Puslinch                       | 1,250.00         | 2,500.00         | 1,250.00         |
| Wellington County                          | 500.00           | 1,000.00         | 500.00           |
| Dept. of Fisheries and Oceans (Fed.)       | 0.00             | 21,503.00        | 1,974.00         |
| Donations                                  | 18,550.00        | 20,000.00        | 18,150.00        |
| <b>Total revenue</b>                       | <b>21,800.00</b> | <b>47,503.00</b> | <b>23,374.00</b> |
| <b>Expenditures</b>                        |                  |                  |                  |
| Salaries & benefits - Crew Leader/ Rangers | 24,122.57        | 26,000.00        | 24,704.89        |
| H & S Equipment                            | 0.00             | 0.00             | 508.75           |
| Equipment & materials - Ranger Crew        | 1,974.28         | 2,500.00         | 908.17           |
| Vehicle rental - Crew Leader/ Rangers      | 2,501.48         | 4,000.00         | 2,575.06         |
| Donor plaques                              | 0.00             | 0.00             | 500.99           |
| Liability insurance                        | 1,225.80         | 2,100.00         | 1,204.20         |
| GRCA Foundation administration fees        | 0.00             | 1,000.00         | 619.35           |
| <b>Total expenditures</b>                  | <b>29,824.13</b> | <b>35,600.00</b> | <b>31,021.41</b> |
| <b>Net income (loss) from operations</b>   | <b>-8,024.13</b> | <b>11,903.00</b> | <b>-7,647.41</b> |

# **FRIENDS OF MILL CREEK**

## **Statement of Financial Position**

For the nine months ending 30 September 2016 with comparative figures for full year 2015

|   | <b>2016 YTD<br/>Actual</b> | <b>2016<br/>Budget</b> | <b>2015<br/>Actual</b> |
|---|----------------------------|------------------------|------------------------|
|   | <b>\$</b>                  | <b>\$</b>              | <b>\$</b>              |
| <b>Assets</b>                                   |                            |                        |                        |
| Restricted funds held in Trust                  | 43,053.05                  | 62,980.18              | 51,077.18              |
| <b>Total assets</b>                             | <b>43,053.05</b>           | <b>62,980.18</b>       | <b>51,077.18</b>       |
| <b>Liabilities &amp; reserve balances</b>       |                            |                        |                        |
| Student Ranger reserve fund                     | 51,077.18                  | 51,077.18              | 58,724.59              |
| Accumulated net revenue                         | -8,024.13                  | 11,903.00              | -7,647.41              |
| <b>Total liabilities &amp; reserve balances</b> | <b>43,053.05</b>           | <b>62,980.18</b>       | <b>51,077.18</b>       |



6920 Concession 1, Puslinch, ON N0B 2J0 • 519-837-0558 • Fax 519-837-1233  
[www.sunrise-therapeutic.ca](http://www.sunrise-therapeutic.ca) • [info@sunrise-therapeutic.ca](mailto:info@sunrise-therapeutic.ca)

October 17, 2016

Mayor Dennis Lever and Puslinch Council  
c/o Ms. Mary Hasan, Director of Finance / Treasurer  
Township of Puslinch  
7404 Wellington Rd. 34  
Guelph, ON N1H 6H9

Dear Mayor Lever and Councillors,

We truly appreciate your approval of a partnership "in principle" with Sunrise for an Ontario 150 Community Capital Program Grant, made at your September 7, 2016 council meeting.

However, we would respectfully request that these funds be re-directed to a Community Grant **in the event that our 150 Community Capital Grant proposal not be approved**. We will find out the outcome of our 150 Community Capital Grant proposal in December 2016.

Thus, if you give favourable to transferring these funds to a community grant, should the need arise, we would request that these funds be used to **sponsor or co-sponsor one of our therapy horses**. These animals are an integral part of our services, motivating riders to achieve their therapy goals, while building confidence and self-esteem. Our horse sponsorships (up to \$3600 annual per horse) help to cover the cost of their daily care and training.

Sunrise was founded in 1982, with a mission to "develop the full potential of children and adults with special needs and lead them closer to independence through a therapy, recreation, horse riding, life skills and farm related activity program." Each week we serve over 100 children and adult with a wide range of special needs. Over 250 volunteers serve at Sunrise each year, the majority of whom assist with therapeutic riding lessons, under the direction of certified therapeutic riding instructors.

Therapeutic riding yields many other positive therapy outcomes, ranging from greater muscle tone, balance and coordination to improved communication skills (some riders have uttered their first words while on the back of 'their' horse). Our well-trained therapy horses make these achievements possible.

Thank you for your consideration of this request, and your ongoing support of Sunrise.

Sincerely,

A handwritten signature in blue ink that reads "Alissa Gibson".

Alissa Gibson  
Development Manager

# **Township of Puslinch**

7404 Wellington Rd. 34, R.R.3, Guelph, Ontario N1H 6H9  
Telephone: (519) 763-1226 Fax: (519) 763-5846



September 12, 2016

Sunrise Therapeutic Riding & Learning Centre  
Attn: Lynne O'Brien, Managing Director / Volunteer Manager

VIA E-MAIL: [lynne@sunrise-therapeutic.ca](mailto:lynne@sunrise-therapeutic.ca)

Dear Miss O'Brien:

RE: Ontario 150 Community Capital Program Grant

Please be advised that Township of Puslinch Council, at its meeting held on September 7, 2016, considered the aforementioned topic and subsequent to discussion, the following was resolved:

**THAT Council approves a partnership "in principle" with Sunrise Therapeutic Riding & Learning Centre for an Ontario 150 Community Capital Program Grant;**

**AND THAT Council, subject to budget approval, authorizes grant funding to Sunrise to be utilized for the purpose of the renovation/retrofit project being applied for under the Ontario 150 Community Capital Program Grant.**

As per the above resolution, please accept a copy of this report for your information and consideration.

Yours very truly,

Nina Lecic  
Deputy Clerk



# Sunrise Therapeutic Riding Learning Centre - BUDGET ANALYSIS

Schedule E.4 to Report FIN-2016-026

## Budget - 2016

### REVENUE

#### General Donations

|                   |                |
|-------------------|----------------|
| Operating         | 120,580        |
| In Kind Donations |                |
| Service Donations |                |
| Foundations       | 108,600        |
| Memorials         |                |
| In Honour         |                |
| <b>Total</b>      | <b>229,180</b> |

#### Property Revenues

|                           |              |
|---------------------------|--------------|
| House Rent                | 3,000        |
| Rental- Agricultural Land | 1,200        |
| Rental-Arena/Trailer      |              |
| Sponsors-Arena/Paddocks   |              |
| <b>Total</b>              | <b>4,200</b> |

#### Fundraising Revenues

|                          |                |
|--------------------------|----------------|
| Third Party Fundraisers  | 38,900         |
| Golf Tournament          |                |
| Celebrate Sunrise!       | 87,500         |
| Training Clinics         |                |
| Metal Recycling          | 1,000          |
| Horse Maintenance        |                |
| Bracelet                 |                |
| Hoofbeat Challenge       |                |
| Merchandise              | 1,000          |
| Training Schools         |                |
| Little Breeches/Birthday |                |
| Abitibi                  |                |
| Intern Program           |                |
| Raffle Tickets Revenue   |                |
| <b>Total</b>             | <b>128,400</b> |

#### Camp Revenues

|                   |               |
|-------------------|---------------|
| Employment Grants | 10,000        |
| LIT               |               |
| Summer Camp       | 87,420        |
| Scholarships      |               |
| Camp Refunds      | - 500         |
| <b>Total</b>      | <b>96,920</b> |

#### Program Revenues

|              |         |
|--------------|---------|
| Lesson Fees  | 145,280 |
| Day Program  | 24,206  |
| Scholarships |         |
| Horse Shows  |         |

# Sunrise Therapeutic Riding Learning Centre - BUDGET ANALYSIS

Schedule E.4 to Report FIN-2016-026

## Budget - 2016

|                           |                |
|---------------------------|----------------|
| Membership Fees           | 3,780          |
| Christmas Party           |                |
| Horse Sponsorships        |                |
| Horse & Program Equipment |                |
| Program Refunds           | - 1,000        |
| Payroll return            |                |
| Other program revenue     | 4,604          |
| <b>Total</b>              | <b>176,870</b> |

## Administrative/Misc Revenues

|                          |              |
|--------------------------|--------------|
| Sales Tax / HST Recovery | 4,000        |
| Misc. Revenue            |              |
| <b>Total</b>             | <b>4,000</b> |

## Capital Income

|                 |          |
|-----------------|----------|
| Horse Donations |          |
| Interest Earned |          |
| <b>Total</b>    | <b>-</b> |

|                      |                |
|----------------------|----------------|
| <b>TOTAL REVENUE</b> | <b>639,570</b> |
|----------------------|----------------|

## EXPENSE

### Property Expense

|                                 |                |
|---------------------------------|----------------|
| Property Rent                   | 20,000         |
| Property Tax                    | 4,000          |
| Utilities                       | 14,000         |
| Utiliites - Propane / Fuel      | 19,000         |
| Insurance( Prop, Horse Trailer) | 7,000          |
| Depreciation Expense            | 23,000         |
| Maintenance - Property          | 15,000         |
| Maintenance - Barn/Arena        |                |
| Maintenace - Pool/Pond          |                |
| Equipment Maintenance           |                |
| <b>Total</b>                    | <b>102,000</b> |

### Administrative Expenses

|                                    |       |
|------------------------------------|-------|
| Office Supplies/AFT Costs          | 3,000 |
| Office Equip&Water Lease/Maintenan | 6,500 |
| Postage                            | 1,500 |
| Computer Software/licences         | 2,500 |
| Communications                     | 5,148 |
| General Supplies                   | 4,000 |
| Audit Fees                         | 5,000 |
| Advertising                        | 5,500 |
| Mileage Costs                      | 800   |
| Line of Credit Interest            | -     |
| VISA & MasterCard Costs            | 4,500 |

10/21/2016

# Sunrise Therapeutic Riding Learning Centre - BUDGET ANALYSIS

Schedule E.4 to Report FIN-2016-026

## Budget - 2016

|                                     |               |
|-------------------------------------|---------------|
| Credit Union Service Charges        | 1,200         |
| Finance Charges                     | 500           |
| Meeting Expense                     |               |
| Computer Repairs & Maintenance      | 1,500         |
| Interest - 932005 Ont Inc Loan      | -             |
| Interest - Demand Loan 2 MeridianCU | -             |
| Interest on related party loans     | 3,000         |
| <b>Total</b>                        | <b>41,648</b> |

## Program Expenses

|                         |                |
|-------------------------|----------------|
| Wages                   | 354,777        |
| Ceridian Expense        | 2,129          |
| Sub-contract wages      | 1,500          |
| CPP                     | 12,772         |
| E I                     | 8,728          |
| Group Benefits          | 12,000         |
| WSIB                    | 9,164          |
| Christmas Party Expense |                |
| Education               | 1,500          |
| Intern Program          |                |
| Day Program             |                |
| Horse Shows Expense     |                |
| Insurance(Cantra)       | 3,200          |
| Other program expenses  | 3,000          |
| <b>Total</b>            | <b>408,770</b> |

## Horse Expenses

|                               |               |
|-------------------------------|---------------|
| Horse Maintenance Expense     | 10,000        |
| Horses Ret/Died/Sold/Deprec   | 12,000        |
| Horse & Program Equipment Exp | 2,500         |
| Horse Herd Amortization       | 3,000         |
| Horse Rental                  | 600           |
| Horse vet care                | 20,000        |
| Horse hay                     | 15,000        |
| <b>Total Horse Expense</b>    | <b>63,100</b> |

## Other Donation Expenses

|                              |        |
|------------------------------|--------|
| Donor Recognition/Gifts      | 1,000  |
| Volunteer Recognition        | 1,500  |
| Membership Fees & Dues       | 3,600  |
| Public Relations/Marketing   | 5,000  |
| Merchandise-General          | 1,000  |
| Galloping Gourmets Event     |        |
| Celebrate Sunrise! Expense   | 10,000 |
| Third Party Events Expense   |        |
| Little Breeches Club Expense |        |
| Training Clinics Expense     |        |
| Training Schools Expense     |        |

# Sunrise Therapeutic Riding Learning Centre - BUDGET ANALYSIS

Schedule E.4 to Report FIN-2016-026

## Budget - 2016

|                                     |               |
|-------------------------------------|---------------|
| Hoofbeat Challenge Expense          | 1,500         |
| Service Charge - Meridian           | 500           |
| <b>Other Donation Expense Total</b> | <b>24,100</b> |

## Camp Expenses

Wages

LIT

|                     |              |
|---------------------|--------------|
| Summer Camp Expense | 2,500        |
| <b>Total</b>        | <b>2,500</b> |

|                      |                |
|----------------------|----------------|
| <b>TOTAL EXPENSE</b> | <b>645,118</b> |
|----------------------|----------------|

|                   |                |
|-------------------|----------------|
| <b>NET INCOME</b> | <b>- 5,548</b> |
|-------------------|----------------|

**SUNRISE THERAPEUTIC RIDING & LEARNING CENTRE**

**Financial Statements**

**Year Ended October 31, 2015**

## Index to Financial Statements

Year Ended October 31, 2015

---

|  | Page   |
|--|--------|
| INDEPENDENT AUDITOR'S REPORT           | 1      |
| FINANCIAL STATEMENTS                   |        |
| Statement of Financial Position        | 2      |
| Statement of Revenues and Expenditures | 3      |
| Statement of Changes in Net Assets     | 4      |
| Statement of Cash Flow                 | 5      |
| Notes to Financial Statements          | 6 - 11 |

---

## INDEPENDENT AUDITOR'S REPORT

---

To the Members of Sunrise Therapeutic Riding & Learning Centre

We have audited the accompanying financial statements of Sunrise Therapeutic Riding & Learning Centre, which comprise the statement of financial position as at October 31, 2015 and the statements of revenues and expenditures, changes in net assets and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Sunrise Therapeutic Riding & Learning Centre as at October 31, 2015 and the results of its operations and its cash flow for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.



Guelph, Ontario  
January 28, 2016

**CURTIS-VILLAR LLP**  
Chartered Professional Accountants  
Licensed Public Accountants

## Statement of Financial Position

October 31, 2015

|  | 2015              | 2014              |
|--|-------------------|-------------------|
| <b>ASSETS</b>                            |                   |                   |
| <b>CURRENT</b>                           |                   |                   |
| Investments (Note 3)                     | \$ 223,310        | \$ 232,060        |
| Accounts receivable                      | 70,500            | 5,000             |
| Inventory                                | 6,151             | -                 |
| Government remittances recoverable       | 3,338             | 12,718            |
| Prepaid expenses                         | 9,959             | 6,304             |
|  | <u>313,258</u>    | <u>256,082</u>    |
| PROPERTY, PLANT AND EQUIPMENT (Note 2)   | 134,228           | 145,459           |
| ASSETS HELD IN TRUST                     | -                 | 1,843             |
| HORSE HERD                               | <u>30,750</u>     | <u>38,395</u>     |
|  | <u>\$ 478,236</u> | <u>\$ 441,779</u> |
| <b>LIABILITIES AND NET ASSETS</b>        |                   |                   |
| <b>CURRENT</b>                           |                   |                   |
| Bank indebtedness                        | \$ 2,270          | \$ 5,324          |
| Accounts payable and accrued liabilities | 25,069            | 26,130            |
| Deferred revenue                         | 27,294            | 18,000            |
| Due to related parties (Note 5)          | <u>104,518</u>    | <u>40,000</u>     |
|  | <u>159,151</u>    | <u>89,454</u>     |
| DEFERRED GRANT REVENUE                   | 81,347            | 80,997            |
| DUE TO RELATED PARTIES                   | <u>-</u>          | <u>41,303</u>     |
|  | <u>240,498</u>    | <u>211,754</u>    |
| <b>NET ASSETS</b>                        |                   |                   |
| General fund                             | <u>237,738</u>    | <u>230,025</u>    |
|  | <u>\$ 478,236</u> | <u>\$ 441,779</u> |

## ON BEHALF OF THE BOARD

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements



## Statement of Revenues and Expenditures

For the Year Ended October 31, 2015

|  | 2015            | %             | 2014               | %             |
|--|-----------------|---------------|--------------------|---------------|
| <b>REVENUES</b>  |                 |               |                    |               |
| Donations  | \$ 354,150      | 52.36         | \$ 283,884         | 50.24         |
| Lessons, scholarships and memberships fees                                   | 112,352         | 16.61         | 86,748             | 15.35         |
| Fundraising  | 98,565          | 14.57         | 85,905             | 15.20         |
| Camp fees  | 90,547          | 13.39         | 93,311             | 16.51         |
| Rental and other   | 10,671          | 1.58          | 7,174              | 1.27          |
| Employment grants  | 10,154          | 1.50          | 8,061              | 1.43          |
|  | <u>676,439</u>  | <u>100.01</u> | <u>565,083</u>     | <u>100.00</u> |
| <b>EXPENSES</b>  |                 |               |                    |               |
| Wages and benefits   | 439,053         | 64.91         | 367,970            | 65.12         |
| Farm   | 61,912          | 9.15          | 97,851             | 17.32         |
| Utilities  | 29,107          | 4.30          | 41,912             | 7.42          |
| Fundraising  | 20,350          | 3.01          | 21,829             | 3.86          |
| Rent   | 20,000          | 2.96          | 4,780              | 0.85          |
| Office   | 15,657          | 2.31          | 15,479             | 2.74          |
| Insurance  | 10,038          | 1.48          | 9,584              | 1.70          |
| Professional fees  | 9,923           | 1.47          | 4,815              | 0.85          |
| Telephone and communications   | 8,444           | 1.25          | 8,063              | 1.43          |
| Equipment lease, repairs and maintenance                                     | 6,940           | 1.03          | 6,195              | 1.10          |
| Advertising and public relations   | 5,821           | 0.86          | 11,160             | 1.97          |
| Credit card merchant charges   | 4,125           | 0.61          | 3,746              | 0.66          |
| Property taxes   | 3,986           | 0.59          | 3,660              | 0.65          |
| Interest and finance charges   | 2,234           | 0.33          | 3,990              | 0.71          |
| Recognition  | 1,420           | 0.21          | 79                 | 0.01          |
| Education  | 928             | 0.14          | 1,012              | 0.18          |
| Vehicle and travel   | 790             | 0.12          | 900                | 0.16          |
| Recovery of GST/HST  | (1,070)         | (0.16)        | (9,170)            | (1.62)        |
|  | <u>639,658</u>  | <u>94.57</u>  | <u>593,855</u>     | <u>105.11</u> |
| <b>EXCESS (DEFICIENCY) OF<br/>REVENUES OVER EXPENSES<br/>FROM OPERATIONS</b> | <u>36,781</u>   | <u>5.44</u>   | <u>(28,772)</u>    | <u>(5.11)</u> |
| <b>OTHER INCOME (EXPENSES)</b>   |                 |               |                    |               |
| Amortization   | (22,023)        | (3.26)        | (23,384)           | (4.14)        |
| Changes in horse herd  | (7,045)         | (1.04)        | (3,000)            | (0.53)        |
|  | <u>(29,068)</u> | <u>(4.30)</u> | <u>(26,384)</u>    | <u>(4.67)</u> |
| <b>EXCESS (DEFICIENCY) OF REVENUES<br/>OVER EXPENSES</b>                     | <u>\$ 7,713</u> | <u>1.14</u>   | <u>\$ (55,156)</u> | <u>(9.78)</u> |

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements

## Statement of Changes in Net Assets

Year Ended October 31, 2015

|                                  | 2015              | 2014              |
|----------------------------------|-------------------|-------------------|
| NET ASSETS - BEGINNING OF YEAR   | \$ 230,025        | \$ 285,181        |
| Excess of revenues over expenses | 7,713             | (55,156)          |
| NET ASSETS - END OF YEAR         | <u>\$ 237,738</u> | <u>\$ 230,025</u> |

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements

**Statement of Cash Flow**  
**Year Ended October 31, 2015**

|  | 2015              | 2014              |
|--|-------------------|-------------------|
| <b>OPERATING ACTIVITIES</b>                            |                   |                   |
| Excess (deficiency) of revenues over expenses          | \$ 7,713          | \$ (55,156)       |
| Items not affecting cash:                              |                   |                   |
| Amortization of property, plant and equipment          | 22,023            | 23,384            |
| Changes in horse herd                                  | 7,645             | 11,050            |
| Assets held in trust                                   | 1,843             | (1,843)           |
| Redemption of shares for rent                          | 20,000            | -                 |
|  | <u>59,224</u>     | <u>(22,565)</u>   |
| Changes in non-cash working capital:                   |                   |                   |
| Accounts receivable                                    | (65,500)          | (5,000)           |
| Government remittances recoverable                     | 9,380             | (203)             |
| Inventory  | (6,151)           | -                 |
| Accounts payable and accrued liabilities               | (1,061)           | (27,754)          |
| Deferred revenue                                       | 9,294             | 3,200             |
| Prepaid expenses                                       | (3,655)           | 10,778            |
| Deferred grant revenue                                 | 350               | 80,997            |
|  | <u>(57,343)</u>   | <u>62,018</u>     |
| Cash flow from operating activities                    | <u>1,881</u>      | <u>39,453</u>     |
| <b>INVESTING ACTIVITIES</b>                            |                   |                   |
| Purchase of property, plant and equipment              | (10,792)          | (57,898)          |
| Addition to loans and notes receivable                 | -                 | (20,220)          |
| Proceeds from sale (purchase) of marketable securities | (11,250)          | 23,000            |
| Cash flow used by investing activities                 | <u>(22,042)</u>   | <u>(55,118)</u>   |
| <b>FINANCING ACTIVITY</b>                              |                   |                   |
| Advances from related parties                          | 23,215            | 3,619             |
| <b>INCREASE (DECREASE) IN CASH FLOW</b>                | <u>3,054</u>      | <u>(12,046)</u>   |
| Cash (deficiency) - beginning of year                  | <u>(5,324)</u>    | <u>6,722</u>      |
| <b>DEFICIENCY - END OF YEAR</b>                        | <u>\$ (2,270)</u> | <u>\$ (5,324)</u> |
| <b>DEFICIENCY CONSISTS OF:</b>                         |                   |                   |
| Bank indebtedness                                      | <u>\$ (2,270)</u> | <u>\$ (5,324)</u> |

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements



## Notes to Financial Statements

Year Ended October 31, 2015

---

## 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of organization

The organization is incorporated without share capital under the laws of the province of Ontario as a not for profit organization to operate a facility providing therapeutic riding and education programs for disabled individuals. The organization is a registered charity under the Income Tax Act and is exempt from income tax.

The organization's activities are supported through donations, grants and fundraising activities. The on-going operations of the organization could not continue without these sources of funding.

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO). Canadian accounting standards for not-for-profit organizations are part of Canadian GAAP.

Cash and cash equivalents

Cash and cash equivalents consist of cash and bank indebtedness routinely drawn upon for financing operations.

Horse herd

The horse herd is valued at the lower of cost and market value with costs being determined on a specific item basis.

Revenue recognition

Sunrise Therapeutic Riding & Learning Centre follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Contributed services

The work of the organization is dependent on volunteer services of the Board of Directors, various committees and other volunteers, the nature of which is not verifiable and therefore is not recognized in these financial statements. Donations of goods and services are recognized at their fair market value when that value can be verified.

Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

(continues)

## Notes to Financial Statements

Year Ended October 31, 2015

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Callable debt

The organization's demand loans are classified as current liabilities because the lender has the right to demand repayment within one year.

Property, plant and equipment

Property, plant and equipment are stated at cost less accumulated amortization. Property, plant and equipment are amortized over their estimated useful lives at the following rates and methods:

|                        |          |                          |
|------------------------|----------|--------------------------|
| Leasehold improvements | 10 years | straight-line method     |
| Buildings              | 4%       | declining balance method |
| Horse equipment        | 20%      | declining balance method |
| Computer equipment     | 45%      | declining balance method |
| Generator              | 3 years  | straight-line method     |
| Furniture and fixtures | 20%      | declining balance method |
| Equipment and tack     | 4%       | declining balance method |
| Playground equipment   | 10 years | declining balance method |
| Sound system           | 20%      | straight-line method     |
| Wagon                  | 20%      | declining balance method |
| Water system           | 4%       | straight-line method     |

The organization regularly reviews its property, plant and equipment to eliminate obsolete items. Amortization is calculated at one-half of the normal rate in the year of acquisition.

**Notes to Financial Statements**

**Year Ended October 31, 2015**

**2. PROPERTY, PLANT AND EQUIPMENT**

|                        | Cost              | Accumulated<br>amortization | 2015<br>Net book<br>value | 2014<br>Net book<br>value |
|------------------------|-------------------|-----------------------------|---------------------------|---------------------------|
| Buildings              | \$ 73,187         | \$ 40,491                   | \$ 32,696                 | \$ 34,059                 |
| Horse equipment        | 25,832            | 21,463                      | 4,369                     | 5,461                     |
| Equipment and tack     | 9,451             | 6,425                       | 3,026                     | 2,243                     |
| Computer equipment     | 16,705            | 16,316                      | 389                       | 708                       |
| Furniture and fixtures | 61,868            | 52,212                      | 9,656                     | 12,070                    |
| Leasehold improvements | 37,234            | 5,012                       | 32,222                    | 36,518                    |
| Drainage               | 9,425             | 236                         | 9,189                     | -                         |
| Water system           | 20,664            | 1,223                       | 19,441                    | 20,251                    |
| Playground equipment   | 90,278            | 74,567                      | 15,711                    | 24,738                    |
| Generator              | 26,400            | 26,400                      | -                         | -                         |
| Sound system           | 23,175            | 16,340                      | 6,835                     | 8,543                     |
| Wagon                  | 10,105            | 9,411                       | 694                       | 868                       |
|                        | <u>\$ 404,324</u> | <u>\$ 270,096</u>           | <u>\$ 134,228</u>         | <u>\$ 145,459</u>         |

**3. SHORT TERM INVESTMENTS**

|  | 2015              | 2014              |
|--|-------------------|-------------------|
| Friends of Sunrise Limited, Class A Special Shares | \$ 198,250        | \$ 207,000        |
| Friends of Sunrise Limited, Class A Common Shares  | 1,840             | 1,840             |
| Friends of Sunrise Limited, Class B Common Shares  | 3,000             | 3,000             |
| Guaranteed Investment Certificate                  | 20,220            | 20,220            |
|  | <u>\$ 223,310</u> | <u>\$ 232,060</u> |
| Market value                                       | <u>\$ 223,567</u> | <u>\$ 232,060</u> |

Friends of Sunrise Limited is a related party. Friends of Sunrise Limited is an organization in which Sunrise Therapeutic Riding & Learning Centre has an economic interest through the ownership of shares.



## Notes to Financial Statements

Year Ended October 31, 2015

## 4. DEFERRED REVENUE

The deferred operating grant represents restricted operating funding that is related to the subsequent year. The other deferred revenue relates to the revenue from riding lessons in the subsequent year.

|   | Deferred operating grants |           | Other deferred revenue |           |
|---|---------------------------|-----------|------------------------|-----------|
|   | 2015                      | 2014      | 2015                   | 2014      |
| Balance, beginning of year                    | \$ 80,997                 | \$ 18,000 | \$ -                   | \$ 14,800 |
| Less amount recognized as revenue in the year | (3,149)                   | (18,000)  | 80,997                 | (14,800)  |
| Plus amount received for the subsequent year  | -                         | 30,794    | -                      | 18,000    |
| Balance, end of year                          | \$ 77,848                 | \$ 30,794 | \$ 80,997              | \$ 18,000 |

## 5. RELATED PARTY LOANS

An officer and a senior manager have advanced funds to the organization bearing interest at 6% and 3.5%. There are no fixed terms of repayment and the loans are unsecured. The organization also has a demand loan in the amount of \$40,000 with 932005 Ontario Inc. which was to be repaid in full by December 31, 2013. The lender extended the loan, however the terms of the loan are still in negotiations.

These transactions between related parties are in the normal course of operations. These amounts are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

## 6. GOVERNMENT REMITTANCES PAYABLE OTHER THAN INCOME TAX

Government remittances include, for example, federal sales taxes, payroll taxes, health taxes, and workers' safety insurance premiums. The following government remittances were payable at year end:

|                           | 2015   |
|---------------------------|--------|
| Workers' safety insurance | \$ 524 |

## Notes to Financial Statements

Year Ended October 31, 2015

## 7. LEASE COMMITMENTS

The organization has entered into a non-capital lease for rent of the Stone Cottage, indoor riding arena, the stables and the activity centre. The lease commenced April 1, 2013 and ends March 31, 2018. The lease commitment is as follows:

|      | <u>Commitments</u> |
|------|--------------------|
| 2016 | \$ 24,000          |
| 2017 | 24,000             |
| 2018 | 10,000             |
| 2019 | <u>2,018</u>       |
|      | <u>\$ 60,018</u>   |

The lease is with Friends of Sunrise Limited, a related party. The organization has the option to extend the lease another 5 years upon its completion if Sunrise has not defaulted on the lease.

## 8. LOANED HORSES

The organization has a lease with respect to four of its horses. The horses have been loaned to Sunrise on the condition that Sunrise is responsible for all costs related to food, bedding and daily routine. This includes regular veterinary costs. There are no additional lease payments required for the horses. In the event that the horses become unsuitable for use in the Sunrise program, or the owner requests the horses be returned, one months notice is required.

## 9. ACCOUNTING ERROR

During 2014, the organization had over reported payables in the amount of \$29,977. The effect of this change on the financial statements is presented below.

|  | <u>2015</u>   |
|--|---------------|
| <b>Statement of Financial Position</b>   |               |
| Accounts payable and accrued liabilities | \$ (29,977)   |
| General fund                             | <u>29,977</u> |
|  | <u>\$ -</u>   |

## 10. FINANCIAL INSTRUMENTS

The organization is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the organization's risk exposure and concentration as of October 31, 2015.

(continues)



**Notes to Financial Statements****Year Ended October 31, 2015**

---

**10. FINANCIAL INSTRUMENTS *(continued)******(a) Credit risk***

Credit risk arises from the potential that a counter party will fail to perform its obligations. The organization is exposed to credit risk from customers. The organization has a significant number of customers which minimizes concentration of credit risk.

***(b) Liquidity risk***

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The organization is exposed to this risk mainly in respect of its receipt of funds from its customers and other related sources, related party loans and accounts payable.

***(c) Market risk***

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency rate risk, interest rate risk and other price risk. The organization is mainly exposed to interest rate risk

***(d) Interest rate risk***

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the organization manages exposure through its normal operating and financing activities. The organization is exposed to interest rate risk primarily through its loans to related parties and investments.

**11. COMPARATIVE FIGURES**

Some of the comparative figures have been reclassified to conform to the current year's presentation.

**Dear Township of Puslinch Grants 2017  
department.**



We at the Wellington County Plowmen's Association would like to thank you first for your previous years of supporting our non-profit organisation. Without community support it is not possible for small community groups to continue.

Our organisation works to help promote safety, and awareness within both agricultural and rural settings. We also host 2 events yearly. The first being our annual branch plowing match in August, and the second our awards banquet and beef dinner in October. We also host our Queen of the Furrow competition as well. Our Queen is our ambassador who is able to represent us at various functions be it from parades, to school visits, conventions etc.

We have limited fundraising to help accomplish these initiatives and rely on donations, community grants, and our fundraising advertising hand book. In previous years the Township of Puslinch has generously placed a ¼ page ad with us, awarding us \$100 for the ad. I hope you will consider again supporting us by placing an ad with us again. We distribute 1000 books, 150 posters and our website to advertise our branch match. Please see included our balance sheet so far for year 2016.

Thank you for your consideration.

Sincerely

Carol Day

Secretary/Treasurer, Wellington County Plowmen's Association

The Wellington County Plowmen's Association

c/o Carol Day

6374 Wellington Rd. 7

Elora, Ontario, N0B 1S0

wellingtonplowmen@gmail.com

Wellington County Plowmen’s Association Working Treasurer’s Report October 3rd/ 2016

Income

|  |                   |
|--|-------------------|
| Advertising Handbook cash                      | \$590             |
| Advertising Handbook cheques                   | \$5680.00         |
| Grants (Wellington County)                     | \$500.00          |
| Grants (BMO farm family)                       | \$                |
| Grants (opa junior farmer)                     | \$                |
| Entry Fees                                     | \$350.00          |
| Banquet tickets                                | \$75.00           |
| BBQ(extra pies and chops)                      | \$322.50          |
| Membership fees (2016)                         | \$240             |
| Membership fees (2017)                         | \$                |
| Queens fundraising                             | \$                |
| Reimbursement from director convention banquet | \$90.00 from alec |
| Interest on investment realized at reinvest    | \$135.00 ←BMO     |
| Spoons and shingles                            | \$246.75          |

Future money in expected

Total Income In \$8229.25

Expenses

|   |                                       |
|---|---------------------------------------|
| Advertising Handbook                      | \$3592.48                             |
| Posters (100 high gloss)                  | \$free donation from Fergus printing! |
| 1000 Post cards                           | \$146.90                              |
| Advertising handbook internet             | \$67.80                               |
| Osim website fees                         | \$22.54                               |
| Convention hotel (pre-reg)                | \$1243.00                             |
| Convention hotel re-imburements(director) | \$214.94                              |
| Convention silent auction donation        | \$37.49 ←--- dave rogeron             |
| Miscelaneous Food/snacks                  | \$16.25 ←- doris jean                 |
| Match advertising advertiser              | \$91.48                               |
| Match advertising Rural Voice             | \$255.38                              |
| Semi total-----                           | \$5688.26                             |

please submit receipts for 2016 year)

|                    |    |
|--------------------|----|
| BBQ pies and chops | \$ |
| Paper/plastic wear | \$ |

Queen Expenses

|   |          |
|---|----------|
| Queen convention                        | \$242.93 |
| Queen bursary (Allison Witzel           | \$300.00 |
| Queen bursary ( new queen in fall 2016) | \$       |

Sympathy Expenses

|                                   |                            |
|-----------------------------------|----------------------------|
| United green fund donation (Ruth) | \$80 still not cashed out? |
| Semi total-----                   | \$622.93                   |

Branch Match Expenses

|                      |          |
|----------------------|----------|
| Branch Match lunches | \$690.90 |
| Judges               | \$394.50 |
| Prize Money paid out | \$       |
| Door prizes          | \$       |
| Porta castle         | \$265.55 |
| Paper cups/things    | \$       |

Banquet Expenses

|   |          |
|---|----------|
| Hall Rental 2016 year                   | \$325.00 |
| Food                                    | \$       |
| Flowers for queens                      | \$       |
| Trophies crowns and sashes              | \$       |
| Queens cards and stationary/stuff       | \$       |
| Host farmer and Farm family gift frames | \$       |
| Farm Family crystal flowers             | \$       |



Schedule E.6 to Report FIN-2016-026  
**RECEIVED**

**OCT 17 2016**

**Township of Puslinch**

Oct. 17/16

To: Mary Hasan  
Director of Finance/Treasurer  
Twp of Puslinch

From: Badenoch Community Centre

We are an non profit organization run by volunteers raising money for the upkeep of the Badenoch Community Centre.

Every cent raised along with many hours of volunteer time goes to the Badenoch Community Centre.

We ask that the Council give consideration to the granting of our annual grant in the amount of \$2,000.00

Thanking you in advance, we remain

Badenoch Community Centre Board

  
Ken Tosh

Chair

# Badenoch Community Centre

## Proposed Budget for 2017

|         |             |            |             |
|---------|-------------|------------|-------------|
| Income: | Rentals     | \$8,000.00 |             |
|         | Pilates     | 2,500.00   |             |
|         | Grant       | 2,000.00   |             |
|         | Fund Raiser | 2,400.00   | \$14,900.00 |

|           |               |            |             |
|-----------|---------------|------------|-------------|
| Expenses: | Oil           | \$3,400.00 |             |
|           | Hydro         | 2,600.00   |             |
|           | Phone         | 1,000.00   |             |
|           | Lease         | 10.00      |             |
|           | Sno plowing   | 350.00     |             |
|           | Grass Cutting | 1,800.00   |             |
|           | Booking Agent | 500.00     |             |
|           | Janitor       | 2,400.00   |             |
|           | Insurance     | 800.00     |             |
|           | Repairs       | 600.00     |             |
|           | Donations     | 300.00     |             |
|           | Sec/Treas     | 250.00     | \$14,010.00 |

**Badenoch Community Centre  
Financial Statement --2015**

| <b><u>Receipts:</u></b> | <b>2015</b>         | <b>2014</b>         |
|-------------------------|---------------------|---------------------|
| Balance Fwd             | \$ 14,767.96        | \$ 17,082.59        |
| Rentals                 | \$ 6,624.50         | \$ 7,995.00         |
| Pilates                 | \$ 6,375.00         | \$ 7,673.00         |
| Grant                   | \$ 1,000.00         | \$ 1,000.00         |
| Fund Raiser             | \$ 2,770.00         | \$ 1,018.00         |
| Misc                    | \$ 512.00           | \$ -                |
| <b>Total</b>            | <b>\$ 32,049.46</b> | <b>\$ 34,768.59</b> |

|                                  |                     |                     |
|----------------------------------|---------------------|---------------------|
| <b><u>Expenses:</u></b>          |                     |                     |
| Oil                              | \$ 3,314.22         | \$ 5,277.80         |
| Hydro                            | \$ 2,500.00         | \$ 2,025.26         |
| Phone                            | \$ 1,003.00         | \$ 920.22           |
| Lease                            | \$ 10.00            | \$ 10.00            |
| Donations                        | \$ 300.00           | \$ 300.00           |
| Repairs/Maint                    | \$ 595.80           | \$ 1,192.87         |
| Admin                            | \$ 170.96           | \$ 167.23           |
| Snow Plowing                     | \$ 274.92           | \$ 448.49           |
| Grass Cutting                    | \$ 2,120.00         | \$ 1,469.00         |
| Booking Agent                    | \$ 500.00           | \$ 500.27           |
| Janitor                          | \$ 2,405.25         | \$ 2,100.00         |
| Insurance                        | \$ 98.00            | \$ 105.84           |
| Pilates                          | \$ 5,100.00         | \$ 5,100.00         |
| Fund Raiser                      | \$ 698.98           | \$ 183.65           |
| NSF Cheque                       |                     | \$ -                |
| Deposits returned                | \$ 20.00            | \$ 200.00           |
| <b>Total</b>                     | <b>\$ 19,111.13</b> | <b>\$ 20,000.63</b> |
| Minus Cheques not cleared        | \$ 803.80           |                     |
| <b>Total Expenses</b>            | <b>\$ 18,307.33</b> | <b>\$ 14,767.96</b> |
| Difference: Receipts vs Expenses | \$ 13,742.13        |                     |

Dec 30/15 Bank Balance \$13,742.13

Reviewed by:

*Dj Juan Gilest* 27/1/16  
*Luis McLean* 27/1/16