

Introduction

The Municipality of Mississippi Mills is a growing community with a mix of both urban and rural areas. The population according to the 2016 census is 13,163.

The Municipality provides multiple services that are detailed in the 2020 budget document. These services are managed by many departments that employ over 100 staff as full time, part time, seasonal , casual and students to provide the quality programs and services that the community enjoys, enabling Mississippi Mills to maintain its unique charm and excellent quality of life.

Council's responsibility is to provide wise stewardship of all municipally owned assets; human, financial and physical. Financial decisions will be required to meet the needs of the community while still providing quality services. It is Council's responsibility to make the best use of public funds to ensure that the residents are getting the most out of the taxes and user fees they pay.

Council also needs to ensure that their decisions are in keeping with legislation, Municipal by-laws, policies and Federal and Provincial regulations. The key legislation that may impact items included in the budget is as follows:

- ▶ *Municipal Act*
- ▶ *Occupational Health & Safety Act*
- ▶ *Ontario Building Code*
- ▶ *Fire Protection and Prevention Act*
- ▶ *Ontario Planning Act*
- ▶ *Development Charges Act*
- ▶ *Education Act*
- ▶ *Drainage Act*
- ▶ *Tile Drainage Act*
- ▶ *Environmental Assessment Act*
- ▶ *Highway Traffic Act*
- ▶ *Public Libraries Act*
- ▶ *Employment Standards Act*
- ▶ *Safe Drinking Water Act*
- ▶ *Clean Water Act*
- ▶ *Ontario Water Resources Act*
- ▶ *Wastewater Systems Effluent Regulation (Federal)*

Municipalities are prevented from having budgets that do not balance per Section 290 (2) (b) of the *Municipal Act*. Unlike Federal and Provincial budgets that can be approved with a deficit, a Municipality’s annual revenues and expenses must be equal. Expenses and revenues must also be kept separate and not netted against each other. This is an important concept in understanding and following the budget document.

The 2020 municipal budget is summarized as follows:

Mississippi Mills 2020 Budget

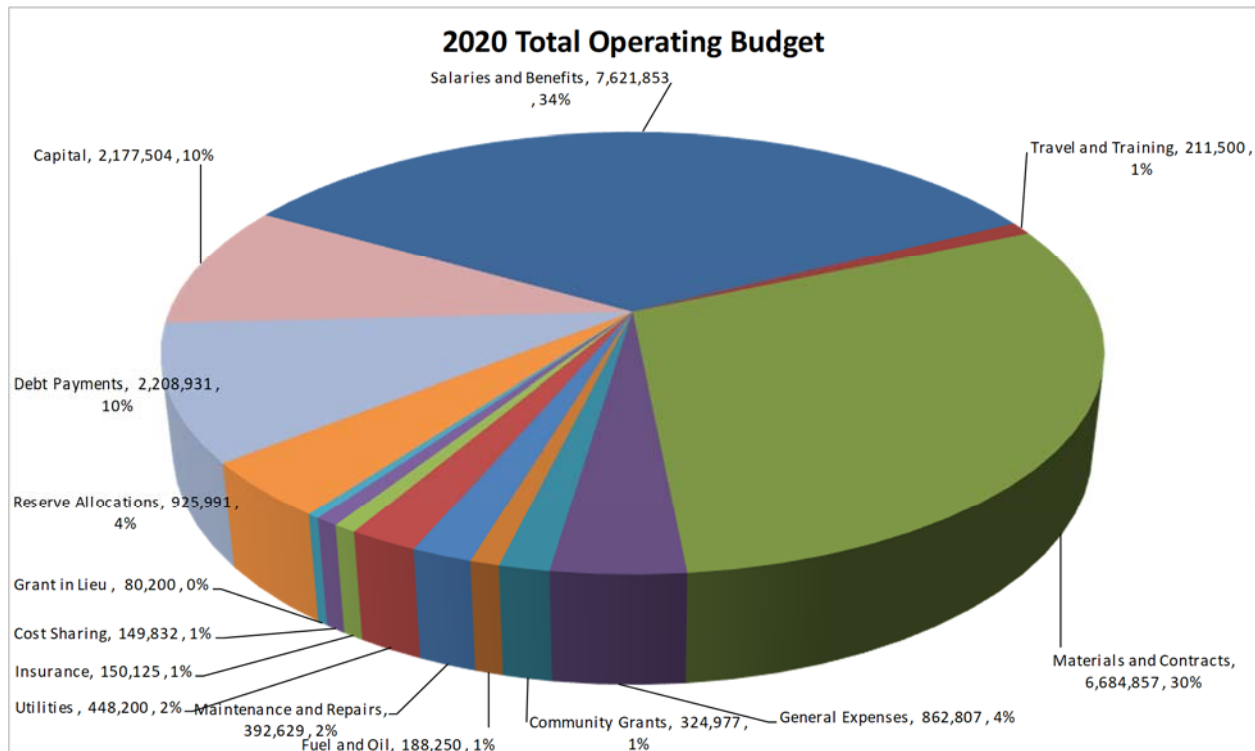
| Description | Dollars |
|---|---------------------|
| Municipal Operations & Capital (Total Expenditures) | \$31,679,908 |
| Funding for Municipal Operations & Capital | |
| ■ Municipal Tax Revenue | \$11,173,265 |
| ■ Long Term Financing | \$3,193,715 |
| ■ Reserves/Development Charges | \$4,640,870 |
| ■ User Fees & Other Revenues | \$9,065,848 |
| ■ Federal, Provincial, County Grants | \$3,606,210 |
| Total Revenue | \$31,679,908 |
| Current Shortfall | \$0 |

EXECUTIVE SUMMARY

The 2020 budget is broken into two parts; operating and capital.

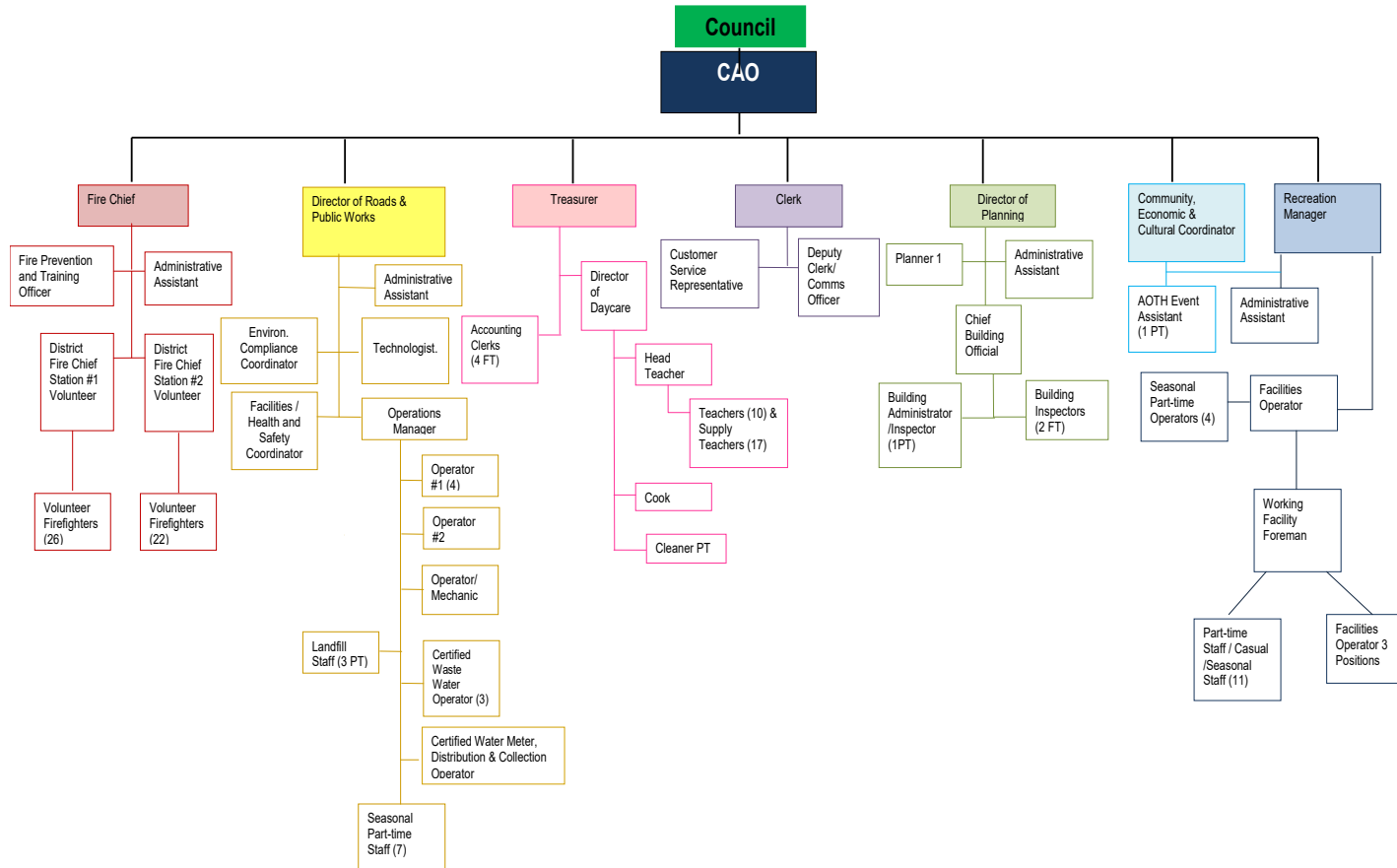
- 1) The operating budget of \$22,290,213 includes the day to day requirements of the Municipality to provide programs and services to residents and includes such items as salaries and benefits, supplies, materials, contracts, etc.

| Municipality of Mississippi Mills | | | | | | |
|--|------------|------------|------------|------------|------------|------------|
| 2020 Budgeted Expenditures | | | | | | |
| | 2018 | % of total | 2019 | % of total | 2020 | % of total |
| Remuneration Salaries and Benefits | 6,395,517 | 32% | 7,105,631 | 34% | 7,621,853 | 34% |
| Travel and Training | 197,440 | 1% | 203,275 | 1% | 211,500 | 1% |
| Materials and Contracts | 5,999,745 | 30% | 6,364,738 | 30% | 6,684,857 | 30% |
| General Operating Expenses | 776,701 | 4% | 819,672 | 4% | 862,807 | 4% |
| Community Grants | 312,078 | 2% | 314,295 | 1% | 324,977 | 1% |
| Fuel & Oil | 172,225 | 1% | 175,925 | 1% | 188,250 | 1% |
| M&R (facilities, fleet etc.) | 370,689 | 2% | 375,929 | 2% | 392,629 | 2% |
| Utilities | 457,535 | 2% | 473,879 | 2% | 448,200 | 2% |
| Grant in Lieu of Taxes | 79,200 | 0.4% | 80,200 | 0.4% | 80,200 | 0.4% |
| Insurance | 136,679 | 1% | 144,622 | 1% | 150,125 | 1% |
| Election | 60,000 | 0% | - | 0% | - | 0% |
| Cost Sharing | 117,800 | 1% | 134,731 | 1% | 149,832 | 1% |
| Transfer to Reserves | 726,003 | 4% | 761,016 | 4% | 925,991 | 4% |
| Debt repayments | 1,686,246 | 8% | 1,947,860 | 9% | 2,208,931 | 10% |
| Capital Expenditures | 2,495,245 | 12% | 2,270,530 | 11% | 2,040,061 | 9% |
| | 19,983,103 | 100% | 21,172,303 | 100% | 22,290,213 | 100% |

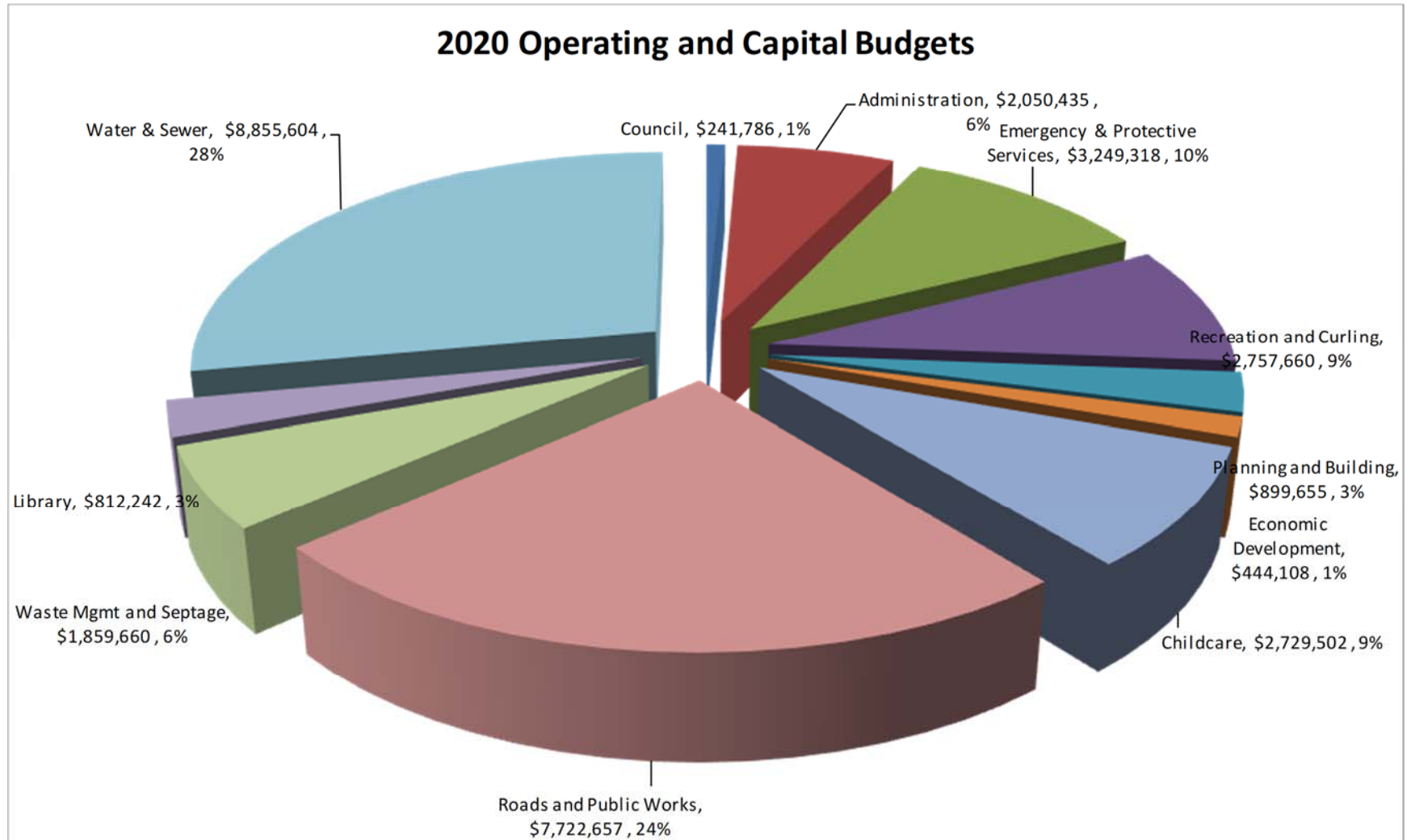


The Municipality is considered to be a **service organization** and therefore the largest proportion of operating expenditures is for salaries and benefits. **This will be true of most Municipalities or service organizations.** In Mississippi Mills, staffing includes firefighters, library staff, childcare employees, parks and recreation workers, road crews and the administrators who, under Council’s direction, oversee the delivery of services to residents. Materials and contracts is the next largest expenditure of the Municipality for items such as policing, recycling, waste collection, water and sewer operations and winter control.

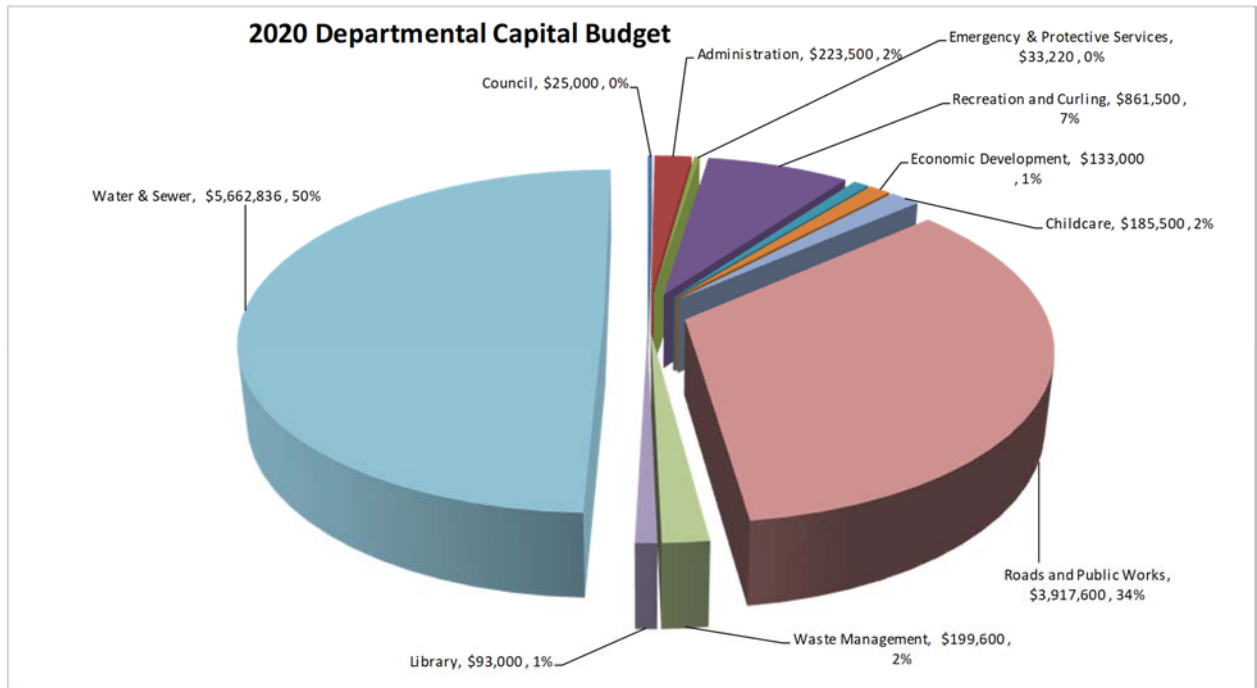
MUNICIPALITY OF MISSISSIPPI MILLS ORGANIZATION CHART 2019



The operating needs of the Municipality allocated by department are depicted as follows:



2) The capital budget of \$11,429,756 includes infrastructure replacement and rehabilitation for roads, bridges, facilities, water, sewer, etc. along with the required studies to support the capital program. The capital budget is broken down by department as outlined in the following chart:



Please refer to the detailed capital budget. The amounts shown in the immediate right hand column represent the amounts that need to be paid from taxation, user fees and general operating revenues after all other capital revenue sources (grants, development charges, reserves, etc.) have been considered. The numbers in the right hand column are then included in the operating budgets for each department under the line entitled "Capital Expenditure".

| LINE NO. | DESCRIPTION OF PROJECT | BUDGET ITEM | TOTAL | OTHER SOURCES OF FINANCING | | | | | | 20 BUDGET |
|----------|--------------------------------------|--|--------------|----------------------------|-------------|------------|--------------|--------------|---------|------------|
| | | | | CANADA | PROV./COUNT | RESERVES | DEVELOPMENT | BANK | OTHER | |
| | | | COST | GRANTS | GRANTS | | CHARGES | FINANCING | REVENUE | |
| | | ROADS & PUBLIC WORKS | | | | | | | | |
| | | ROADS/BRIDGES: | | | | | | | | |
| 18 | GRAVEL RESURFACING OF PAKENHAM ROADS | GRAVEL-PAKENHAM (ANNUAL REQUIREMENT) | 88,500.00 | | | | | | | 88,500.00 |
| 19 | GRAVEL RESURFACING OF RAMSAY ROADS | GRAVEL-RAMSAY (ANNUAL REQUIREMENT) | 222,000.00 | | | | | | | 222,000.00 |
| 20 | ANNUAL PROGRAM TO PROTECT GOOD ROADS | PAVEMENT MANAGEMENT AND PRESERVATION-CRACK SEALING | 43,500.00 | | | 3,500.00 | | | | 40,000.00 |
| 21 | ANNUAL PROGRAM | SIDEWALK REPAIRS | 85,000.00 | | | 20,000.00 | | | | 65,000.00 |
| | | | | | | | | | | |
| | | HARDTOPPING PROJECTS (see attached listing) | | | | | | | | |
| 22 | RE-SURFACING OF PAVED ROADS | PAVEMENT RENEWAL PROJECTS | 177,100.00 | 50,000.00 | | 55,000.00 | | | | 72,100.00 |
| 23 | RE-SURFACING OF ST ROADS | SURFACE TREATMENT PROJECTS | 815,200.00 | 645,790.00 | | | 126,000.00 | | | 43,410.00 |
| 24 | HARD TOP SURFACE REPAIRS | MICROSURFACING PROJECTS | 497,000.00 | | 254,705.00 | 30,000.00 | | | | 212,295.00 |
| | | | | | | | | | | |
| | | BRIDGES | | | | | | | | |
| 25 | REHAB OF BRIDGE | LEVI BRIDGE | 1,213,300.00 | 606,650.00 | 400,389.00 | | | | | 206,261.00 |
| 26 | ADDRESS SAFETY DEFICIENCIES | CULVERT GUARDRAILS | 20,000.00 | | | 1,400.00 | | | | 18,600.00 |
| 27 | EROSION OF BANK FROM DRAIN TO OUTLET | MARTIN ST. SOUTH DRAIN REPAIRS | 25,000.00 | | | 25,000.00 | | | | 0.00 |
| 28 | CFWD OF 2019 PROJECT | BRIDGE GEOTECHNICAL AND DESIGN | 31,000.00 | | | 31,000.00 | | | | 0.00 |
| | | | | | | | | | | |
| | | EQUIPMENT | | | | | | | | |
| 29 | CONVERT OLD FIRE TRUCK TO PLOW TRUCK | FIRE TRUCK CONVERT TO PLOW TRUCK (COST \$78,000, CONVERSION \$62,000, DUMP BOX \$65,000) | 205,000.00 | | | 205,000.00 | | | | 0.00 |
| 30 | REPLACEMENT OF UNIT C021 | PLOW TRUCK | 240,000.00 | | | 240,000.00 | | | | 0.00 |
| | | | | | | | | | | |
| | | FACILITIES | | | | | | | | |
| 31 | PLYWOOD REPLACEMENT | PAKENHAM SAND SHED | 5,000.00 | | | 5,000.00 | | | | 0.00 |
| 32 | CFWD OF 2019 PROJECT | PAKENHAM GARAGE RENOVATIONS | 50,000.00 | | | 50,000.00 | | | | 0.00 |
| | | | | | | | | | | |
| | | OTHER | | | | | | | | |
| 33 | ANNAUL PROGRAM OF REPLACEMENTS | URBAN TREE REPLACEMENTS | 3,000.00 | | | 2,000.00 | | | | 1,000.00 |
| 34 | CFWD OF 2018 SHARED WITH W&S | ENGINEERING DESIGN/MOEC APPROVALS DOWNTOWN DETAILED DESIGN-50% | 175,000.00 | | | | | 175,000.00 | | 0.00 |
| 35 | CFWD OF 2019 PROJECT | CROSSWALK-PATERSON | 17,000.00 | | | 17,000.00 | | | | 0.00 |
| | | | | | | | | | | |
| | | ACTIVE TRANSPORTATION | | | | | | | | |
| 36 | CFWD OF 2019 PROJECT | CROSS OVER, SIGNAGE | 5,000.00 | | | 5,000.00 | | | | 0.00 |
| | | | | | | | | | | |
| | | TOTAL PUBLIC WORKS | 3,917,600.00 | 1,302,440.00 | 655,094.00 | 689,900.00 | 126,000.00 | 175,000.00 | 0.00 | 0.00 |
| | | | | | | | | | | |
| | | WASTE MANAGEMENT | | | | | | | | |
| 37 | ANNUAL MONITORING PER LEGISLATION | ENVIRONMENTAL SAMPLING HOWIE RD. LANDFILL (ANNUAL) | 37,000.00 | | | | | | | 37,000.00 |
| 38 | ANNUAL MONITORING PER LEGISLATION | ENVIRONMENTAL SAMPLING PAKENHAM LANDFILL (ANNUAL) | 8,200.00 | | | | | | | 8,200.00 |
| 39 | ANNUAL MONITORING PER LEGISLATION | ENVIRONMENTAL SAMPLING RAMSAY LANDFILL (ANNUAL) | 19,900.00 | | | | | | | 19,900.00 |
| 40 | PURCHASE OF LANDS AROUND SITE | BUFFER LANDS FOR LANDFILL | 35,000.00 | | | 35,000.00 | | | | 0.00 |
| 41 | REPLACE SCALE HOUSE | HOWIE ROAD GARAGE AND SCALEHOUSE REPAIRS | 17,000.00 | | | 17,000.00 | | | | 0.00 |
| 42 | NEW | HOWIE ROAD MONITORING WELL | 8,000.00 | | | | | | | 8,000.00 |
| | | TOTAL WASTE MANAGEMENT | 125,100.00 | 0.00 | 0.00 | 52,000.00 | 0.00 | 0.00 | 0.00 | 73,100.00 |
| | | | | | | | | | | |
| | | WATER & SEWER | | | | | | | | |
| 43 | MAINTENANCE | OCWA-WATER TREATMENT CAPITAL PER LTFP | 40,000.00 | | | | | | | 40,000.00 |
| 44 | MAINTENANCE | OCWA-SANITARY PUMP STATION CAPITAL PER LTFP | 84,000.00 | | | 27,600.00 | | | | 56,400.00 |
| 45 | MAINTENANCE | OCWA-WASTEWATER TREATMENT PLANT CAPITAL PER LTFP | 26,500.00 | | | | | | | 26,500.00 |
| 46 | REPLACEMENT DUE TO FAILURE | WWTP TURBO BLOWER 3 REPLACEMENT | 120,000.00 | | | 120,000.00 | | | | 0.00 |
| 47 | SECURITY | WWTP FENCING ALTERATIONS | 5,000.00 | | | | | | | 5,000.00 |
| 48 | REPAIRS TO PUMP | WWTP PUMP REPAIRS | 41,000.00 | | | | | | | 41,000.00 |
| 49 | ROOF REPAIRS TO ADDRESS LEAKS | WWTP ROOF REPAIRS | 140,000.00 | | | 60,000.00 | | | | 80,000.00 |
| 50 | MAINTENANCE | WWTP UV SYSTEM MAINTENANCE | 10,000.00 | | | 10,000.00 | | | | 0.00 |
| 51 | MAINTENANCE | WWTP ATAD-SDNR TANK AND FILTRATE CLEANOUT | 17,500.00 | | | 17,000.00 | | | | 500.00 |
| 52 | GROWTH RELATED PROJECT | GEMMILL'S BAY PUMP STATION TWIN FORCEMAIN DESIGN | 130,000.00 | | | | 34,780.00 | | | 95,220.00 |
| 53 | CAPACITY UPGRADE | WATER STORAGE CONSTRUCTION | 4,000,000.00 | | | | 1,070,000.00 | 2,930,000.00 | | 0.00 |

| LINE NO. | DESCRIPTION OF PROJECT | BUDGET ITEM | TOTAL COST | OTHER SOURCES OF FINANCING | | | | | | 20 BUDGET | |
|----------|-------------------------------------|--|---------------------|----------------------------|-----------------------|-------------------|------------------------|---------------------|------------------|-------------------|-------------------|
| | | | | CANADA GRANTS | PROV./COUNT GRANTS | RESERVES | DEVELOPMENT CHARGES | BANK FINANCING | OTHER REVENUE | | FUNDRAISING |
| 54 | MAINTENANCE | ELECTRICAL/INSTRUMENTATION/CONTROLS -PUMP STATIONS | 50,000.00 | | | | | | | 50,000.00 | |
| 55 | PLANNING PURPOSES | ENGINEERING/DESIGN/MOEC APPROVAL | 74,000.00 | | | | | | | 74,000.00 | |
| 56 | SPOT REPAIRS PER RATE STUDY | SANITARY SEWER REPAIRS | 230,976.00 | | | 230,976.00 | | | | 0.00 | |
| 57 | ANNUAL CLEANING AND CCTV PROGRAM | ANNUAL CLEANING AND CCTV PROGRAM-INFILTRATION PER LTFP | 40,000.00 | | | | | | | 40,000.00 | |
| 58 | ANNUAL METER PROGRAM | RADIO FREQUENCY METER CONVERSION PER LTFP | 39,000.00 | | | | | | | 39,000.00 | |
| 59 | SAMPLING BETWEEN LAGOONS AND WELL 5 | SAMPLE MONITORING WELLS UPSTREAM OF WELL 5 (REGULATORY) | 17,000.00 | | | | | | | 17,000.00 | |
| 60 | CARRY OVER FROM 2018 | ENGINEERING/DESIGN/MOEC APPROVALS DOWNTOWN DETAILED DESIGN 50% | 175,000.00 | | | 86,285.00 | | 88,715.00 | | 0.00 | |
| 61 | UPDATE TO RATE STUDY | W&S RATE STUDY/FINANCIAL PLAN UPDATE | 28,500.00 | | | 28,500.00 | | | | 0.00 | |
| 62 | CFWD OF 2019 PROJECT | WELL 3 MAINTENANCE | 68,700.00 | | | 68,700.00 | | | | 0.00 | |
| 63 | CFWD OF 2019 PROJECT | WATER TOWER REPAIRS | 55,000.00 | | | 55,000.00 | | | | 0.00 | |
| 64 | CFWD OF 2019 PROJECT | ENGINEERING FOR MID TERM STORAGE | 220,660.00 | | | 83,850.00 | 136,810.00 | | | 0.00 | |
| 65 | CFWD OF 2019 PROJECT | VICTORIA ST. WATER AND SEWER | 25,000.00 | | | 25,000.00 | | | | 0.00 | |
| 66 | CFWD OF 2019 PROJECT | OTTAWA/HONEYBORNE LOOPING | 25,000.00 | | | 25,000.00 | | | | 0.00 | |
| | | TOTAL WATER & SEWER | 5,662,836.00 | - | - | 837,911.00 | 1,241,590.00 | 3,018,715.00 | - | - | 564,620.00 |
| | | SEPTAGE | | | | | | | | | |
| 67 | CARRY OVER FROM 2019 | SEPTAGE CONTAINMENT AREA | 70,000.00 | | | 50,633.00 | 19,367.00 | | | 0.00 | |
| 68 | CARRY OVER FROM 2019 | SEPTAGE GRINDER MAINTENANCE | 4,500.00 | | | 4,500.00 | | | | 0.00 | |
| | | TOTAL SEPTAGE | 74,500.00 | - | - | 55,133.00 | 19,367.00 | - | - | - | |
| | | DAYCARE | | | | | | | | | |
| 69 | REQUIRED FOR LICENSING | LICENSING REQUIRMENTS | 7,500.00 | | | | | | | 7,500.00 | |
| 70 | REPLACEMENTS AS REQUIRED | EQUIPMENT/FURNITURE (ANNUAL) | 5,000.00 | | | 5,000.00 | | | | 0.00 | |
| 71 | PRESCHOOL AND TODDLER ROOMS | PAINTING/WALL REPAIR | 5,000.00 | | | | | | | 5,000.00 | |
| 72 | CUPBOARD FOR COTS/STORAGE | CUPBOARD/COUNTER REPLACEMENT | 20,000.00 | | 10,000.00 | 10,000.00 | | | | 0.00 | |
| 73 | PARGING, FOUNDATION, FURNACE | BUILDING REPAIRS | 17,000.00 | | | 7,325.00 | | | | 9,675.00 | |
| 74 | UPDATE EXISTING EMERGENCY LIGHTS | EMERGENCY LIGHTING | 6,000.00 | | | 6,000.00 | | | | 0.00 | |
| 75 | NEW | SUN SHELTER DAYCARE PLAYGROUND | 5,000.00 | | | | | | | 5,000.00 | |
| 76 | NEW | PLAYSTRUCTURE-HOLY NAMEOF MARY SCHOOL | 30,000.00 | | | 3,000.00 | 27,000.00 | | | 0.00 | |
| 77 | FOR LONG TERM PLANNING | MECHANICAL ASSESSMENT | 10,000.00 | | | | | | | 10,000.00 | |
| 78 | RENOVATION | KITCHEN | 80,000.00 | | | 80,000.00 | | | | 0.00 | |
| | | TOTAL DAYCARE | 185,500.00 | 0.00 | 10,000.00 | 111,325.00 | 27,000.00 | 0.00 | 0.00 | 0.00 | 37,175.00 |
| | | PARKS & RECREATION | | | | | | | | | |
| 79 | IMPROVEMENTS TO PARK | RIVERFRONT ESTATES | 150,000.00 | | | 15,000.00 | 135,000.00 | | | 0.00 | |
| 80 | MAINTENANCE | COMPRESSOR OVERHAUL BOTH ARENAS | 15,000.00 | | | | | | | 15,000.00 | |
| 81 | ANNUAL REQUIREMENT | TREES FOR PARKS | 7,000.00 | | | | | | | 7,000.00 | |
| 82 | IMPROVEMENTS TO PARK | MILL RUN PARK | 372,000.00 | | | 37,200.00 | 334,800.00 | | | 0.00 | |
| 83 | REPAIRS TO COURT | GEMMILL PARK BASKETBALL COURT | 50,000.00 | | | 10,000.00 | | | | 40,000.00 | |
| 84 | MAINTENANCE | SMALL STORAGE SHED ROOFING/FIX UP-ALMONTE | 10,000.00 | | | | | | | 10,000.00 | |
| 85 | MAINTENANCE | GEMMILL PARK BALL DIAMOND | 8,000.00 | | | | | | | 8,000.00 | |
| 86 | REPLACEMENT | AUTO SCRUBBER-PAKENHAM ARENA | 10,000.00 | | | | | | | 10,000.00 | |
| 87 | FOR LONG TERM PLANNING | LIGHTING STUDY-BOTH ARENAS | 7,000.00 | | | | | | | 7,000.00 | |
| 88 | ANNUAL REQUIREMENT | TRAIL DEVELOPMENT | 42,500.00 | | | 4,250.00 | 38,250.00 | | | 0.00 | |
| 89 | MAINTENANCE | CANTEEN REPAIRS-PAK ARENA | 30,000.00 | | | | | | | 30,000.00 | |
| 90 | FOR LONG TERM PLANNING | MECHANICAL ASSESSMENT-BOTH ARENAS | 10,000.00 | | | | | | | 10,000.00 | |
| 91 | NEW | RIVERWALK MILL WORKER STAIRCASE AND WALK | 150,000.00 | | | | | | | 122,500.00 | |
| | | TOTAL P & R | 861,500.00 | - | - | 66,450.00 | 508,050.00 | - | - | 122,500.00 | 164,500.00 |

| LINE NO. | DESCRIPTION OF PROJECT | BUDGET ITEM | TOTAL | OTHER SOURCES OF FINANCING | | | | | | 20 BUDGET |
|----------|--|---|---------------|----------------------------|-------------|--------------|--------------|--------------|----------|------------|
| | | | | CANADA | PROV./COUNT | RESERVES | DEVELOPMENT | BANK | OTHER | |
| | | | COST | GRANTS | GRANTS | | CHARGES | FINANCING | REVENUE | |
| | | LIBRARY | | | | | | | | |
| 92 | UPGRADES TO ALMONTE BRANCH | FACILITY MAINTENANCE/UPGRADES | 35,500.00 | | | 35,500.00 | | | | 0.00 |
| 93 | UPGRADES TO ALMONTE BRANCH | TECHNOLOGY UPGRADES | 5,000.00 | | | | | | | 5,000.00 |
| 94 | REPLACEMENTS/PURCHASE OF FURNITURE | FURNITURE AND EQUIPMENT (ALM BRANCH) | 25,000.00 | | | | | | | 25,000.00 |
| 95 | TO MEET LEGISLATION | ACCESSIBILITY PROJECT | 2,500.00 | | | 2,500.00 | | | | 0.00 |
| 96 | CFWD OF 2019 PROJECT | SPACE NEEDS ANALYSIS | 25,000.00 | | | 2,500.00 | 22,500.00 | | | 0.00 |
| | | TOTAL LIBRARY | 93,000.00 | 0.00 | 0.00 | 40,500.00 | 22,500.00 | 0.00 | 0.00 | 30,000.00 |
| | | PLANNING | | | | | | | | |
| 97 | NEW | LAND EVALUATION AREA REVIEW STUDY | 60,000.00 | | | | | | | 60,000.00 |
| 98 | NEW | RESERVE ST. PARKING PLAN | 35,000.00 | | | | | | | 35,000.00 |
| | | TOTAL PLANNING | 95,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 95,000.00 |
| | | COMM. ECONOMIC DEVELOPMENT | | | | | | | | |
| | | BEAUTIFICATION | | | | | | | | |
| 99 | FLOWERS FOR DOWNTOWN CORES-SOME RE | FLOWER BASKETS (ANNUAL) | 8,000.00 | | | | | | 6,000.00 | 2,000.00 |
| 100 | METAL BANNER FABRICATION | BANNERS | 3,000.00 | | | | | | | 3,000.00 |
| 101 | ARBOUR WEEK PLANNING | TREE PLANTING | 3,000.00 | | | 3,000.00 | | | | 0.00 |
| 102 | REPLACEMENTS | CHRISTMAS DÉCOR | 4,000.00 | | | 4,000.00 | | | | 0.00 |
| | | SUBTOTAL | 18,000.00 | 0.00 | 0.00 | 7,000.00 | 0.00 | 0.00 | 6,000.00 | 5,000.00 |
| | | MARKETING THE MILLS | | | | | | | | |
| 103 | ANNUAL COSTS FOR DIRECTIONAL SIGNAGE | TODS/SIGNS (ANNUAL) | 5,000.00 | | | | | | | 5,000.00 |
| 104 | REPLACEMENT OF MOBILE SIGN AT ACC | ELECTRONIC SIGN | 50,000.00 | | | 50,000.00 | | | | 0.00 |
| 105 | ONGOING MAINTENANCE COSTS | WELCOME SIGNS | 10,000.00 | | | 10,000.00 | | | | 0.00 |
| 106 | ANNUAL REPLACEMENTS | EVENT TENTS | 4,000.00 | | | 4,000.00 | | | | 0.00 |
| 107 | ANNUAL REPLACEMENTS | TABLES & CHAIRS | 5,000.00 | | | 5,000.00 | | | | 0.00 |
| 108 | GRAPHIC DESIGN SOFTWARE | COMPUTER AND SOFTWARE | 8,000.00 | | | 5,000.00 | | | | 3,000.00 |
| 109 | REPAIR AND ADD TO EXISTING SIGN | BUSINESS PARK SIGN | 20,000.00 | | | 10,000.00 | | | | 10,000.00 |
| 110 | FOR ALMONTE AND PAK BUSINESS DISTRICTS | DIRECTIONAL SIGNS | 8,000.00 | | | 8,000.00 | | | | 0.00 |
| 111 | FOR ALMONTE ST./HWY. 29 | EVENT SIGN STAND | 5,000.00 | | | 1,000.00 | | | | 4,000.00 |
| | | SUBTOTAL | 115,000.00 | 0.00 | 0.00 | 93,000.00 | 0.00 | 0.00 | 0.00 | 22,000.00 |
| | | TOTAL COMM. ECONOMIC DEVELOPMENT | 133,000.00 | 0.00 | 0.00 | 100,000.00 | 0.00 | 0.00 | 6,000.00 | 27,000.00 |
| | | TOTAL | 11,429,756.00 | 1,302,440.00 | 665,094.00 | 2,154,439.00 | 1,944,507.00 | 3,193,715.00 | 7,000.00 | 122,500.00 |

**HARDTOPPING PROJECTS
2020 BUDGET**

| BUDGET ITEM | TOTAL Cost |
|---|---------------------|
| <u>HARDTOPPING PROJECTS</u> | |
| Pavement Renewals - | |
| Five Arches Drive Pakenham | 177,100.00 |
| Victoria St. (remainder of 2019 work) | |
| Menzie St. (remainder of 2019 work) | |
| Concession 11A (remainder of 2019 work) | |
| Surface Treatment Projects - | |
| Golden Line Road 760 m N of Almonte Road to March Road (City of Ottawa) | 185,400.00 |
| Concession 11 A Ramsay | 150,000.00 |
| Concession 11 North Pakenham | 479,800.00 |
| Subtotal | 815,200.00 |
| Microsurfacing Projects | |
| Concession 4A Ramsay | 68,000.00 |
| Concession 5A Ramsay | 167,500.00 |
| Main St. Almonte | 261,500.00 |
| Subtotal | 497,000.00 |
| TOTAL | 1,489,300.00 |

ASSET MANAGEMENT AND LONG TERM PLANNING

In 2017, a new Asset Management Regulation was passed by the Province of Ontario requiring municipalities to complete asset management policies and plans by specified dates and with prescribed contents. As a result the current Asset Management Plan will require updating.

(<https://www.ontario.ca/laws/regulation/170588?search=asset+management+regulation>)

In 2019, Council approved a Strategic Asset Management Policy to meet legislated requirements. <https://www.mississippimills.ca/en/townhall/resources/Strategic-Asset-Management-Policy-approved-by-Council-June-4-2019.pdf>.

An approved **Asset Management Plan** provides Council with detailed information on the condition of municipal infrastructure so that informed resource allocation decisions can be made. Staff can then plan in advance for asset replacement and rehabilitation and communicate this to residents along with annual progress updates as to improvements in this area. The infrastructure replacement needs identified within the asset management plan can then be included in the long term financial plan and the annual budget.

The Municipality's current Asset Management Plan and Long Term Financial Plan can be found at <https://www.mississippimills.ca/en/townhall/financialstatements.asp>. **An up to date Asset Management Plan is required in order to obtain any infrastructure grant funding from the Province and is a requirement of the Federal Gas Tax Program.**

The Municipality maintains and funds from the tax base, user fees and other general revenues assets such as:

2 Libraries (Almonte and Pakenham)

2 Fire Stations (Almonte and Pakenham)

2 Arenas with ice surfaces and upper halls (Almonte and Pakenham)

1 Curling Rink

1 Child Care Centre It also runs programs in schools within Almonte and an expanded program at the Catholic School through a lease arrangement

15 Bridges

11 Large culverts

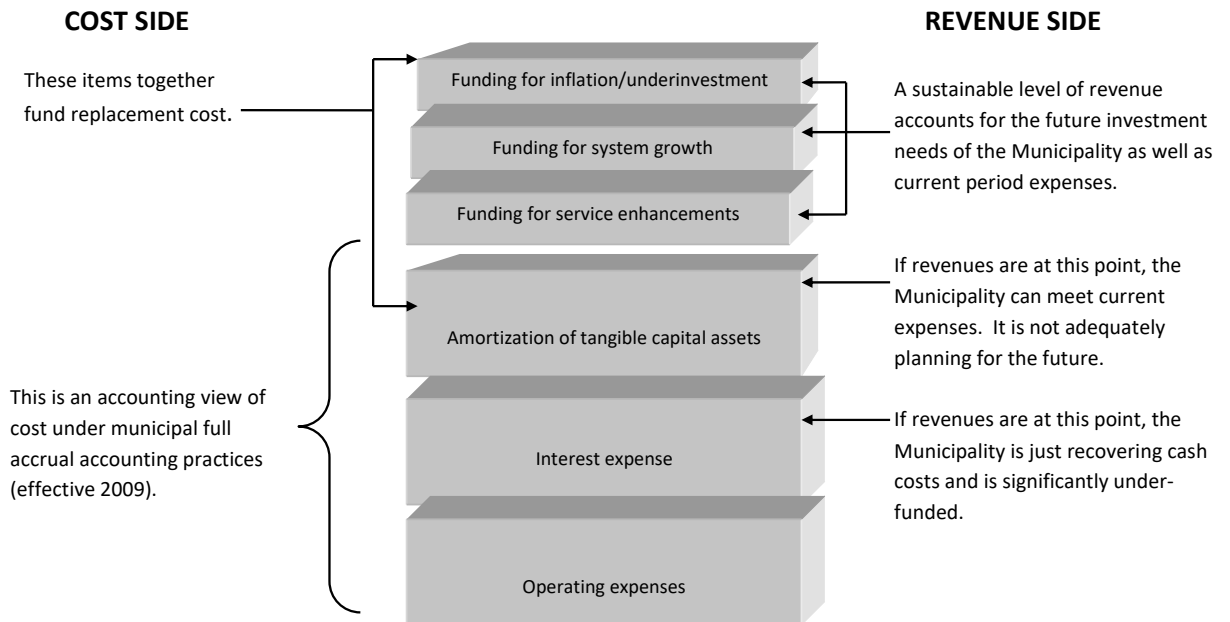
97 km of surface treated roads

96 km of paved roads

186 km of gravel roads

1 splash pad
2 skateboard parks (Almonte and Pakenham)
19 parks, 10 with amenities
144 acres of parkland/green space
3 public works garages
1 Municipal Office
The Almonte Old Town Hall
The Almonte Old Registry office
12 Fire Vehicles
31 Public Works vehicles/ equipment
10 Recreation vehicles/ equipment
2 Building Department Vehicles
2 Beautification Vehicles
Streetlights
36 km of sidewalks and curbs
Signage
Other Equipment
36.5 km of watermains
34 km of sanitary sewers
1 Wastewater treatment plant
1 Water tower
8 sewage pumping stations
5 wells
SCADA equipment
3 water system vehicles
Catchbasins, storm sewers, manholes, water meters, instrumentation and controls

SUSTAINABLE ASSET MANAGEMENT

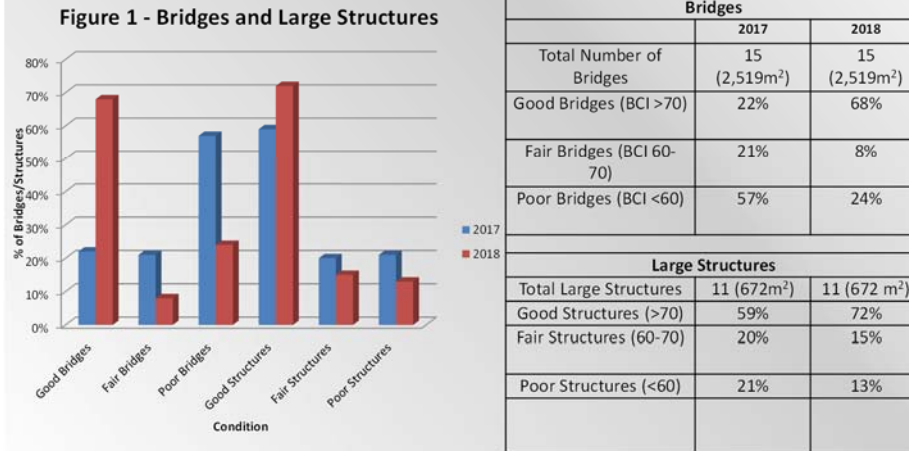


To be sustainable the Municipality must ensure that it is spending/investing appropriately on capital improvements and preparing and planning for future capital including growth related needs, technological improvements or changes required as a result of climate change along with all the operational needs of the Municipality.

Once the full implications of the new asset planning regulation are determined, an updated long term financial plan will be required to address the financial needs included in the asset management plan.

Over the last few years, Council made a commitment to provide funding through the long term financial plans, the annual budget and the asset management plan for asset replacement. As a result, improvements have been made as represented in the following charts:

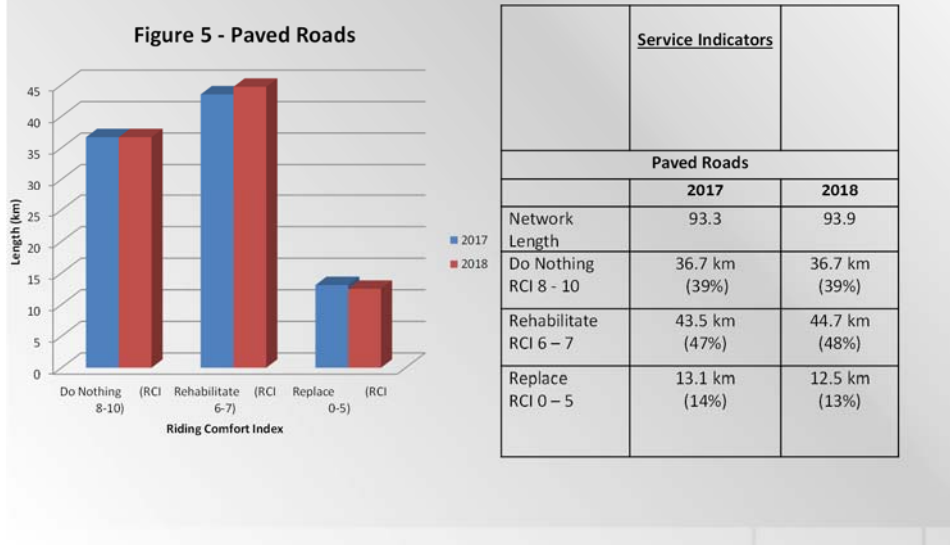
ASSET MANAGEMENT PLAN RESULTS



This table indicates changes in the condition of bridges and culverts since 2013:

| Bridges | 2013 | 2016 | 2017 | 2018 |
|-----------------|-------------|-------------|-------------|-------------|
| Good | 8% | 17% | 22% | 68% |
| Fair | 21% | 20% | 21% | 8% |
| Poor | 71% | 63% | 57% | 24% |
| Culverts | | | | |
| Good | 54% | 59% | 59% | 72% |
| Fair | 18% | 20% | 20% | 15% |
| Poor | 28% | 21% | 21% | 13% |

ASSET MANAGEMENT PLAN RESULTS



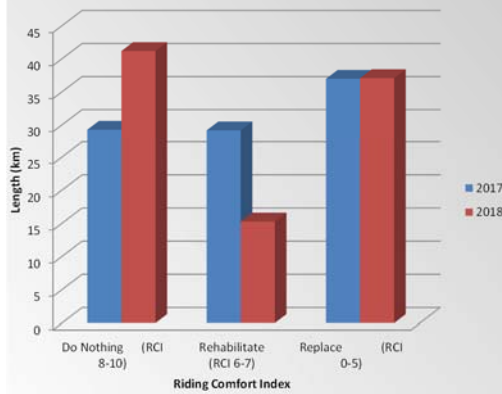
This table indicates changes in the condition of paved roads since 2013:

| | 2013 | 2016 | 2017 | 2018 |
|------|-------------|-------------|-------------|-------------|
| Good | 22% | 35% | 39% | 39% |
| Fair | 58% | 51% | 47% | 48% |
| Poor | 20% | 14% | 14% | 13% |

In 2018, the cost to pave a km of road including pulverizing and a 6" granular base is \$204,750.

ASSET MANAGEMENT PLAN RESULTS

Figure 6 - Surface Treated Roads



| Service Indicators | | |
|------------------------|---------------|---------------|
| Surface Treated Roads | | |
| | 2017 | 2018 |
| Network Length | 93.6 km | 93.6 km |
| Do Nothing RCI 8 - 10 | 29.3 km (31%) | 41.2 km (44%) |
| Rehabilitate RCI 6 - 7 | 27.3 km (29%) | 15.3 km (16%) |
| Replace 0 - 5 | 37.0 km (40%) | 37.1 km (40%) |

This table indicates changes in the condition of surface treated roads since 2013:

| | 2013 | 2016 | 2017 | 2018 |
|------|------|------|------|------|
| Good | 15% | 22% | 31% | 44% |
| Fair | 75% | 31% | 31% | 16% |
| Poor | 10% | 47% | 38% | 40% |

In 2018 the cost of a km of surface treated road including pulverizing and a 6" granular base is \$89,375.

In 2018, Council approved a new development charges study and by-law to provide an additional funding source for capital needs as a result of growth. Information on development charges can be found at

<https://www.mississippimills.ca/en/townhall/developmentcharges.asp>

DEBT AND RESERVES

When determining how to pay for asset replacement, the Municipality considers the following options:

- 1) Out of the current budget (pay as you go). This means that the residents of today pay the full cost.
- 2) By a long term financing arrangement (debt). This means that future residents pay the majority of the cost as they are also the ones who benefit from assets with long lives.
- 3) Out of reserves. This means that those residents in the past paid for the asset through a previous allocation to reserves.
- 4) By an internal financing arrangement. This means that funds are taken out of reserves in the current year and repaid over time. Again, this means that future residents pay the cost of the asset but it also protects the reserve from being depleted.
- 5) By other revenue sources such as the fundraising, Federal, Provincial and County grants, development charges, etc.

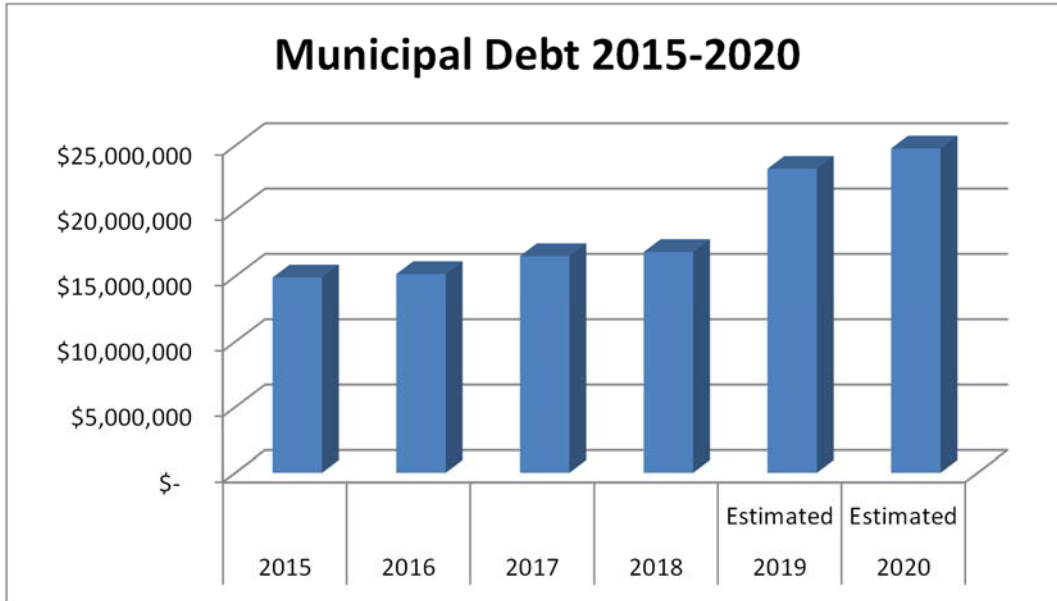
Which option is chosen depends on the funding source outlined in the long term financial plan and other planning documents, the availability of reserves, grants and other revenues or as approved by Council.

DEBT

The Municipality has taken advantage of lower interest rates over the last few years to address the backlog of capital replacement. Debt is considered for assets with expected lives in excess of 10 years with terms not to exceed 20 years. The exception is the waste water treatment plant that has a term of 30 years.

Debt allows for the cost of an asset to be repaid over the life of the asset and not paid all at once. It also means that tax rates and user fees are smoothed out and prevents large spikes in years where major capital replacement is required. Annual debt repayments included in the budget are also considered an investment in capital. Over time, as debt is repaid, the principal and interest payments already included in the budget can be reallocated to replacement needs in that year or be reallocated to reserves for future replacement to minimize tax and user fee increases.

2015 to 2020 principal on all municipal debt **including water and sewer** is depicted as follows:



The large increase in debt between 2018 and 2019 is for a number of vehicle and equipment purchases, bridge and culvert replacements and facility improvements. The increase in debt for 2020 is for water storage in the water and sewer budget. This item requires discussion by Council.

Summary of loans:

| Municipality of Mississippi Mills | | | | | | | | | | | | | | |
|---|------------------------------------|---------------------------------------|---------------------|---------------------------------------|--------------------------|-------------|---------------------------------|------------------|----------------------|----------------------|-------------------------------------|-------------------|---------------------|----------------|
| Long Term Debt | | | | | | | | | | | | | | |
| Project | Total LTD Dec 31/18 (Actual) | Total LTD Dec 31/19 (estimated) | 2020 Additions | Total LTD Dec 31/20 (estimated) | Financial Institution | Int Rate | Expiry Date of existing loan | Renewal Term | Type of Repayment | Frequency | Annual Repayments Principal-2020 | 2020 Interest | 2020 Total | Department |
| Municipal Office-Loan #1 | 299,291.54 | 274,359.00 | | 248,431.00 | RBC | 3.92% | 2028 | | Blended P+I | Monthly | 25,928.00 | 10,289.00 | 36,217.00 | Admin. Bldgs |
| Municipal Office-Loan #2 | 149,969.48 | 132,621.00 | | 114,728.00 | RBC | 3.10% | 2026 | | Blended P+I | Monthly | 17,893.00 | 3,903.00 | 21,796.00 | Admin. Bldgs |
| Almonte Old Town Hall-Loan #1 | 264,917.80 | 242,839.00 | | 219,879.00 | RBC | 3.92% | 2028 | | Blended P+I | Monthly | 22,960.00 | 9,111.00 | 32,071.00 | Admin. Bldgs |
| Almonte Old Town Hall-Loan #2 | 441,608.73 | 390,559.00 | | 337,902.00 | RBC | 3.10% | 2026 | | Blended P+I | Monthly | 52,657.00 | 11,485.00 | 64,142.00 | Admin. Bldgs |
| Almonte Old Town Hall-Loan #3 | 1,055,661.87 | 990,906.00 | | 923,892.00 | TD Bank | 3.58% | 2021 | 10 yrs to 2031 | Blended P+I | Monthly | 67,014.00 | 34,501.00 | 101,515.00 | Admin. Bldgs |
| Arenas-Loan #1 | 12,237.97 | 11,217.00 | | 10,155.00 | RBC | 3.92% | 2028 | | Blended P+I | Monthly | 1,062.00 | 421.00 | 1,483.00 | Parks & Rec |
| Arenas-Loan #2 | 338,416.62 | 299,279.00 | | 258,910.00 | RBC | 3.10% | 2026 | | Blended P+I | Monthly | 40,369.00 | 8,805.00 | 49,174.00 | Parks & Rec |
| Arenas-Loan #3 | 10,748.50 | 8,655.00 | | 6,494.00 | BMO | 3.14% | 2023 | | Principal+Int | Monthly | 2,161.00 | 204.00 | 2,365.00 | Parks & Rec |
| Arenas-Loan #4 (Almonte Comm. Centre) | 11,009.95 | 9,504.00 | | 7,925.00 | RBC | 4.69% | 2020 | 5 yrs to 2025 | Blended P+I | Monthly | 1,579.00 | 412.00 | 1,991.00 | Parks & Rec |
| Arenas-Loan #5 (Almonte Comm. Centre) | 514,915.08 | 481,116.00 | | 445,888.00 | RBC | 4.15% | 2020 | 10 yrs to 2030 | Blended P+I | Monthly | 35,228.00 | 19,288.00 | 54,516.00 | Parks & Rec |
| Perth/Country/Bridge Sts.-Loan #2 (Roads) | 94,107.69 | 69,168.00 | | 43,058.00 | OSIFA | 4.63% | 2022 | | Blended P+I | Semi-Annual | 26,110.00 | 2,830.00 | 28,940.00 | Transportation |
| Public Works Office | 24,355.00 | 22,321.00 | | 20,207.00 | RBC | 3.92% | 2028 | | Blended P+I | Monthly | 2,114.00 | 839.00 | 2,953.00 | Transportation |
| Business Park | 147,061.60 | 106,880.00 | | 64,816.00 | OSIFA | 4.63% | 2022 | | Blended P+I | Semi-Annual | 42,064.00 | 4,560.00 | 46,624.00 | Economic Dev. |
| Fire Halls | 276,157.67 | 215,726.00 | | 153,369.00 | BMO | 3.14% | 2023 | | Principal+Int | Monthly | 62,357.00 | 5,880.00 | 68,237.00 | Fire Dept. |
| Ottawa St./Road Work | 591,226.53 | 510,416.00 | | 425,733.00 | RBC | 4.69% | 2020 | 5 yrs to 2025 | Blended P+I | Monthly | 84,683.00 | 22,106.00 | 106,789.00 | Transportation |
| SCBA | 56,477.39 | 40,512.00 | | 24,151.00 | TD Bank | 2.474% | 2022 | | Blended P+I | Monthly | 16,361.00 | 1,245.00 | 17,606.00 | Fire Dept. |
| Plow Truck | 101,288.35 | 79,319.00 | | 56,806.00 | TD Bank | 2.474% | 2022 | | Blended P+I | Monthly | 22,513.00 | 1,713.00 | 24,226.00 | Transportation |
| Ann St. | 106,095.90 | 86,806.00 | | 67,038.00 | TD Bank | 2.474% | 2022 | | Blended P+I | Monthly | 19,768.00 | 1,504.00 | 21,272.00 | Transportation |
| 2013 Mill of Kintail Bridge | 506,575.03 | 481,247.00 | | 455,077.00 | TD Bank | 3.450% | 2024 | 10 yrs to 2034 | Blended P+I | Monthly | 26,170.00 | 16,236.00 | 42,406.00 | Transportation |
| 2013 Fire Truck | 158,476.19 | 133,533.00 | | 107,869.00 | TD Bank | 2.910% | 2023 | | Blended P+I | Monthly | 25,664.00 | 3,531.00 | 29,195.00 | Fire Dept. |
| 2013 Sidewalk Plow | 70,153.51 | 59,111.00 | | 47,749.00 | TD Bank | 2.910% | 2023 | | Blended P+I | Monthly | 11,362.00 | 1,563.00 | 12,925.00 | Transportation |
| 2014 Grader | 184,214.58 | 155,244.00 | | 125,436.00 | TD Bank | 2.910% | 2023 | | Blended P+I | Monthly | 29,808.00 | 4,102.00 | 33,910.00 | Transportation |
| Bridges (Con 6D & Con9) | 903,835.85 | 862,736.00 | | 820,445.00 | TD Bank | 2.860% | 2026 | 10 years to 2036 | Blended P+I | Monthly | 42,291.00 | 24,264.00 | 66,555.00 | Transportation |
| 2016 Fire Truck | 138,101.86 | 122,711.00 | | 106,923.00 | BMO | 2.550% | 2027 | | Blended P+I | Monthly | 15,788.00 | 2,942.00 | 18,730.00 | Fire Dept. |
| 2016 Plow Truck | 190,050.24 | 168,874.00 | | 147,151.00 | BMO | 2.550% | 2027 | | Blended P+I | Monthly | 21,723.00 | 4,047.00 | 25,770.00 | Transportation |
| Nugent Bridge | 792,401.80 | 762,647.00 | | 731,890.00 | BMO | 3.310% | 2028 | 10 years to 2038 | Blended P+I | Monthly | 30,757.00 | 24,772.00 | 55,529.00 | Transportation |
| 2017 Fire Truck | 285,924.30 | 257,679.00 | | 228,630.00 | TD Bank | 2.780% | 2027 | | Blended P+I | Monthly | 29,049.00 | 6,859.00 | 35,908.00 | Fire Dept. |
| 2017 Loader | 321,029.54 | 289,180.00 | | 256,422.00 | TD Bank | 2.780% | 2027 | | Blended P+I | Monthly | 32,758.00 | 7,736.00 | 40,494.00 | Transportation |
| 2017 Arena Roof | 254,583.33 | 244,998.00 | | 235,090.00 | BMO | 3.310% | 2028 | 10 years to 2038 | Blended P+I | Monthly | 9,908.00 | 7,980.00 | 17,888.00 | Parks & Rec |
| 2018 Ice Resurfacers | 76,549.73 | 69,910.00 | | 63,047.00 | TD Bank | 3.430% | 2028 | | Blended P+I | Monthly | 6,863.00 | 2,288.00 | 9,151.00 | Parks & Rec |
| 2017 Gemmill Park | | 493,803.00 | | 474,894.00 | TD Bank | 2.990% | 2029 | 10 years to 2039 | Blended P+I | Monthly | 18,909.00 | 14,387.00 | 33,296.00 | Parks & Rec |
| 2017 Pakenham Library Expansion | 162,451.97 | 156,364.00 | | 150,072.00 | BMO | 3.310% | 2028 | 10 years to 2038 | Blended P+I | Monthly | 6,292.00 | 5,068.00 | 11,360.00 | Library |
| 2018 Fire Truck Unit #550 | 201,967.64 | 184,398.00 | | 166,235.00 | TD Bank | 3.430% | 2028 | | Blended P+I | Monthly | 18,163.00 | 6,055.00 | 24,218.00 | Fire Dept. |
| 2018 Bridges and Culverts | | 2,931,990.00 | | 2,819,651.00 | TD Bank | 2.990% | 2029 | 10 years to 2039 | Blended P+I | Monthly | 112,339.00 | 85,476.00 | 197,815.00 | Transportation |
| 2018 Backhoes | 284,885.99 | 260,111.00 | | 234,499.00 | TD Bank | 3.430% | 2028 | | Blended P+I | Monthly | 25,612.00 | 8,539.00 | 34,151.00 | Transportation |
| 2018 Grader | 367,144.33 | 335,164.00 | | 302,102.00 | TD Bank | 3.430% | 2028 | | Blended P+I | Monthly | 33,062.00 | 11,022.00 | 44,084.00 | Transportation |
| 2018 Downtown Renewal 50% | | 171,533.00 | | 165,589.00 | | | | | | Estimate only | 5,944.00 | 6,507.00 | 12,451.00 | Transportation |
| 2018 Ramsay Garage Renovations | | 202,125.00 | | 194,339.00 | TD Bank | 2.990% | 2029 | 10 years to 2039 | Blended P+I | Monthly | 7,786.00 | 5,924.00 | 13,710.00 | Transportation |
| 2018 Dasherboard Replacement | | 902,135.00 | | 874,305.00 | | | | | | Estimate only | 27,830.00 | 38,314.00 | 66,144.00 | Parks & Rec |
| Perth/Country/Bridge Sts.-Loan #1 (W&S) | 21,152.45 | 18,688.00 | | 16,146.00 | RBC | 3.10% | 2026 | | Blended P+I | Monthly | 2,542.00 | 554.00 | 3,096.00 | W&S |
| Perth/Country/Bridge Sts.-Loan #2 (W&S) | 25,015.96 | 18,387.00 | | 11,446.00 | OSIFA | 4.63% | 2022 | | Blended P+I | Semi-Annual | 6,941.00 | 752.00 | 7,693.00 | W&S |
| WWTP | 7,219,325.58 | 7,055,261.00 | | 6,884,350.00 | OSIFA | 4.13% | 2044 | | Blended P+I | Semi-Annual | 170,911.00 | 289,636.00 | 460,547.00 | W&S |
| 2016 Scada Equipt | 175,311.64 | 155,708.00 | | 135,599.00 | BMO | 2.550% | 2027 | | Blended P+I | Monthly | 20,109.00 | 3,747.00 | 23,856.00 | W&S |
| 2018 Downtown Renewal 50% | | 169,010.00 | | 163,066.00 | | | | | | Estimate only | 5,944.00 | 6,507.00 | 12,451.00 | W&S |
| W&S Capital | | 574,647.00 | | 554,279.00 | | | | | | Estimate only | 20,368.00 | 21,965.00 | 42,333.00 | W&S |
| Victoria St. W&S | | 2,016,840.00 | | 1,949,630.00 | | | | | | Estimate only | 67,210.00 | 79,450.00 | 146,660.00 | W&S |
| Water Storage | | | 2,930,000.00 | 2,930,000.00 | | | | | | | - | - | - | W&S start 2021 |
| Total | 16,834,699.19 | 23,226,237.00 | 2,930,000.00 | 24,781,313.00 | | | | | | | 1,374,924.00 | 829,319.00 | 2,204,243.00 | |

| | Total LTD | 2020 | |
|----------------------------------|----------------------|---------------------|-------------------------|
| Summary: | Dec 31/20 | Debt Payments | |
| | (estimated) | (estimated) | |
| Administration | 1,844,832.00 | 255,741.00 | |
| Parks & Recreation | 2,376,708.00 | 236,008.00 | |
| Transportation | 6,913,192.00 | 763,980.00 | |
| Fire Department | 787,177.00 | 193,894.00 | |
| Community & Economic Development | 64,816.00 | 46,624.00 | |
| Library | 150,072.00 | 11,360.00 | |
| Water and Sewer | 12,644,516.00 | 696,636.00 | |
| Subtotal | 24,781,313.00 | 2,204,243.00 | |
| Tile Drainage | 23,809.00 | 4,688.00 | Paid by property owners |
| Total | 24,805,122.00 | 2,208,931.00 | |

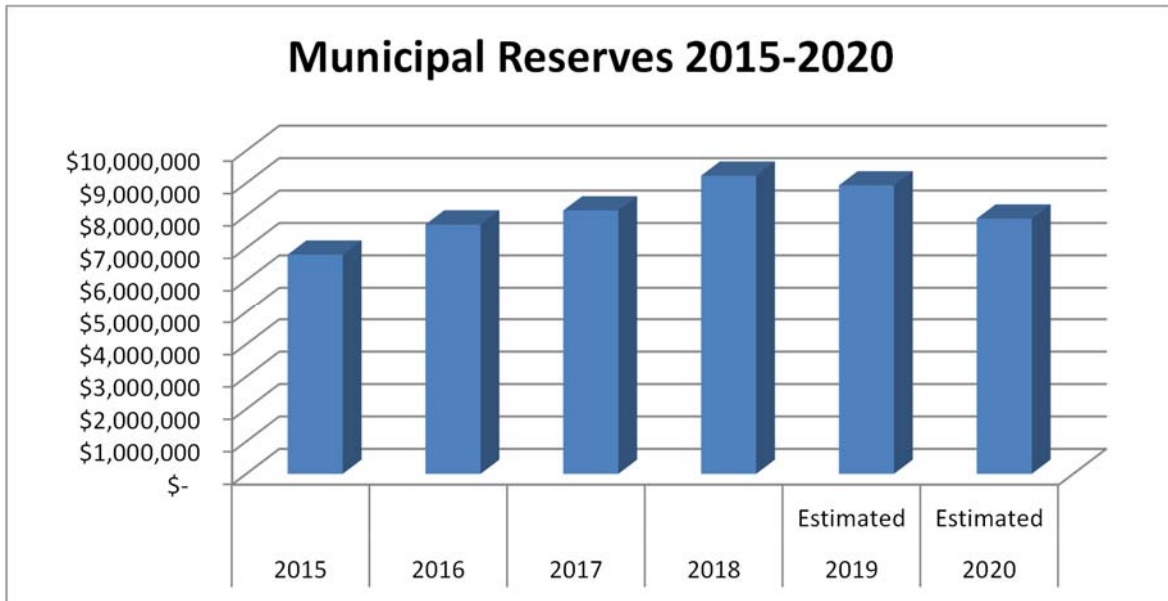
RESERVES:

Reserve balances fluctuate annually depending on the availability of funds in the annual budget to build up the reserve and then conversely the use of reserves annually for projects that funds were set aside for.

Reserves are used to plan for future capital replacement needs to try and smooth out tax rate and user fee changes so that large spikes do not occur in years where large capital improvements or replacements are required. A common practice of the Municipality is to “borrow” funds from reserves to complete a project that is larger in value to avoid external debt financing and as a mechanism to protect the reserve balance in the long term because the amount will be repaid back to reserves over a number of years.

If reserves are depleted in any budget year, then there will be limited funds available in another year to complete required work. This would then equate to a very large increase in taxation or user fees.

Reserves are also needed to address emergency situations that may arise from time to time. 2015-2020 reserves **including water and sewer** are depicted as follows:



This chart includes additions to and the use of reserves for internally financed projects as follows:

| Municipality of Mississippi Mills | | | | | | |
|---|------------------------|-------------------|-----------------|------------------|-------------------|-------------------------|
| Internally financed projects from Reserves | | | | | | |
| Included in 2020 budget: | | | | | | |
| | | | | | | Prjoected |
| | Original Amount | # of years | 1st year | last year | 2020 Total | Bal at Dec 31/20 |
| Fire Department: | | | | | | |
| 2016 Truck | 43,680 | 5 | 2017 | 2021 | 8,736 | 8,736 |
| 2017 Chief's Car | 38,535 | 5 | 2018 | 2022 | 7,707 | 15,414 |
| 2017 Commercial Washer/Dryer | 30,898 | 5 | 2018 | 2022 | 6,180 | 12,360 |
| | 113,113 | | | | 22,623 | 36,510 |
| Building Department: | | | | | | |
| 2017 Vehicle | 30,000 | 5 | 2018 | 2022 | 6,000 | 12,000 |
| | 30,000 | | 2,018 | 2,022 | 6,000 | 12,000 |
| Transportation: | | | | | | |
| 1/2 ton Truck | 32,200 | 5 | 2016 | 2020 | 6,400 | - |
| 1/2 ton Truck | 33,630 | 5 | 2017 | 2021 | 6,726 | 6,726 |
| 3/4 Ton Truck | 35,000 | 5 | 2019 | 2023 | 7,000 | 21,000 |
| Boom Flail | 17,300 | 5 | 2017 | 2021 | 3,460 | 3,460 |
| Steamer Unit | 11,690 | 5 | 2017 | 2021 | 2,338 | 2,338 |
| Steamer Unit-Pak | 13,850 | 5 | 2018 | 2022 | 2,770 | 5,540 |
| 2017 Truck | 36,321 | 5 | 2018 | 2022 | 7,264 | 14,528 |
| LED Streetlights | 283,240 | 10 | 2019 | 2027 | 28,324 | 226,592 |
| Sidewalk Plow (balance | 34,515 | 5 | 2018 | 2022 | 6,903 | 13,806 |
| Shaw Bridge | 200,000 | 10 | 2020 | 2029 | 20,000 | 180,000 |
| 1/2 ton Truck | 27,000 | 5 | 2020 | 2024 | 5,400 | 21,600 |
| | 724,746 | | | | 96,585 | 495,590 |
| Parks & Recreation: | | | | | | |
| SCC project | 121,000 | 10 | 2014 | 2023 | 12,100 | 36,300 |
| Condenser-ACC | 52,036 | 5 | 2016 | 2020 | 10,407 | - |
| Lawn Mowing Equipment | 73,100 | 5 | 2017 | 2021 | 14,620 | 14,620 |
| Humidifier-SCC | 57,480 | 5 | 2017 | 2021 | 11,496 | 11,496 |
| 1/2 ton Truck | 33,050 | 5 | 2017 | 2021 | 6,610 | 6,610 |
| Score Clock | 35,000 | 5 | 2020 | 2024 | 7,000 | 28,000 |
| Lawn Mowing Equipment | 35,000 | 5 | 2020 | 2024 | 7,000 | 28,000 |
| | 406,666 | | | | 69,233 | 125,026 |
| Total | 1,205,092 | | | | 180,554 | 641,352 |
| Water and Sewer | | | | | | |
| | | | | | | Prjoected |
| | Original Amount | # of years | 1st year | last year | 2019 Total | Bal at Dec 31/20 |
| Water Tower | 385,000 | 10 | 2014 | 2023 | 38,500 | 115,500 |
| Church St. | 325,600 | 10 | 2018 | 2022 | 32,560 | 65,120 |
| Victoria St. | 127,800 | 10 | 2019 | 2028 | 12,780 | 102,240 |
| SCADA Equipment | 170,000 | 10 | 2019 | 2028 | 17,000 | 136,000 |
| Menzie St. | 212,000 | 10 | 2019 | 2028 | 21,200 | 169,600 |
| Ottawa/Honeybourne Looping | 295,680 | 10 | 2020 | 2029 | 29,568 | 266,112 |
| Total (rate based) | 1,516,080 | | | | 151,608 | 854,572 |
| Total | 2,721,172 | | | | 332,162 | 1,495,924 |

The 2020 budget also proposes “borrowing” from reserves for capital projects that will start to be repaid back to reserves in 2021:

| Projects included in 2020 Budget for internal financing | | | | | | |
|--|------------------------|-------------------|-----------------|------------------|-------------------|--|
| Tax Based: | Original Amount | # of years | 1st year | last year | 2020 Total | |
| Electronic Sign | 50,000 | 5 | 2021 | 2025 | 10,000 | |
| Fire Truck Conversion | 205,000 | 10 | 2021 | 2030 | 20,500 | |
| Fire Bush Truck | 35,000 | 5 | 2021 | 2025 | 7,000 | |
| Plow Truck | 98,250 | 5 | 2021 | 2025 | 19,650 | |
| Total | 388,250 | | | | 57,150 | |
| Water and Sewer: | | | | | | |
| Sanitary Sewer Repairs | 230,976 | 10 | 2021 | 2030 | 23,097 | |
| WWTP Turbo Blower 3 Replacemen | 120,000 | 10 | 2021 | 2030 | 12,000 | |
| Total | 508,250 | | | | 69,150 | |

Municipal reserves are made up of multiple departmental reserves, some of which are restricted in their use. For example, contributions from the waste management budgets, the building department, water and sewer and septage come from user fees and not taxes and therefore should not be used to pay for items that would normally be funded from taxation. Similarly, policing reserves should only be used for policing matters to help address changes to the annual contract and winter control reserves are meant to be used in years where winter control is over budget because of a bad winter season.

The reserve balances at December 31, 2019 is expected to be \$8,930,562 and 2020 is estimated at \$7,806,266:

**MUNICIPALITY OF MISSISSIPPI MILLS
CONTINUITY OF RESERVE SCHEDULE
TO DECEMBER 31, 2018 (and projected to Dec 31/20)**

| | Stabilization Reserves | Tax Supported Reserves | Program Reserves | Dec 31/18 Total | Tsf in 2019 | Tsf out 2019 | Projected Bal at Dec 31/19 | Projected Tsf in 2020 | Projected Tsf out 2020 | Projected Bal at Dec 31/20 |
|------------------------------|------------------------|------------------------|---------------------|---------------------|---------------------|-----------------------|----------------------------|-----------------------|------------------------|--|
| Working Capital | 1,100,000.00 | | | 1,100,000.00 | | | 1,100,000.00 | | | 1,100,000.00 |
| Capital | | 676,419.26 | | 676,419.26 | 317,025.00 | (279,500.00) | 713,944.26 | 337,355.00 | (388,250.00) | 663,049.26 |
| Live Streaming | | | 25,000.00 | 25,000.00 | | | 25,000.00 | | (25,000.00) | - |
| Operational Review | | | 7,474.37 | 7,474.37 | | | 7,474.37 | | | 7,474.37 |
| Election | | | - | - | 15,000.00 | | 15,000.00 | 15,000.00 | | 30,000.00 |
| Strategic Plan | | | | - | 10,000.00 | | 10,000.00 | | (10,000.00) | - |
| Website | | | | - | 25,000.00 | | 25,000.00 | | (25,000.00) | - |
| Records Management | | | 100,000.00 | 100,000.00 | | | 100,000.00 | | (25,000.00) | 75,000.00 |
| Heritage | | | 22,923.30 | 22,923.30 | | | 22,923.30 | | | 22,923.30 |
| Pound Costs | | | 11,000.00 | 11,000.00 | | | 11,000.00 | | | 11,000.00 |
| Facility Manager/H&S | | | 1,600.00 | 1,600.00 | | | 1,600.00 | | | 1,600.00 |
| Contingency | | 262,726.83 | | 262,726.83 | 25,000.00 | | 287,726.83 | 25,000.00 | | 312,726.83 |
| Admin. Building | | 111,107.17 | | 111,107.17 | 74,000.00 | (29,500.00) | 155,607.17 | | (113,000.00) | 42,607.17 |
| Policing | | | 233,588.96 | 233,588.96 | 12,507.00 | (20,000.00) | 226,095.96 | | (29,000.00) | 197,095.96 |
| Building Dept. | | | 466,145.07 | 466,145.07 | 12,000.00 | (8,765.00) | 469,380.07 | 42,764.00 | | 512,144.07 |
| Accessibility | | 3,793.76 | | 3,793.76 | | (2,124.05) | 1,669.71 | | | 1,669.71 |
| Equip. Replacement | | 34,288.65 | | 34,288.65 | | | 34,288.65 | | | 34,288.65 |
| Public Works | | 411,496.65 | | 411,496.65 | 40,000.00 | (138,235.00) | 313,261.65 | | (156,900.00) | 156,361.65 |
| Storm/Streetlights | | 53,199.28 | | 53,199.28 | | | 53,199.28 | | | 53,199.28 |
| Active Transportation | | 12,200.00 | | 12,200.00 | 58,000.00 | | 70,200.00 | | (70,200.00) | - |
| Winter Control | | | 55,820.00 | 55,820.00 | | | 55,820.00 | | | 55,820.00 |
| Waste Management | | | 1,263,940.64 | 1,263,940.64 | 60,539.00 | | 1,324,479.64 | 58,941.00 | (52,000.00) | 1,331,420.64 |
| Septage | | | 229,282.84 | 229,282.84 | 17,000.00 | | 246,282.84 | 20,000.00 | (55,133.00) | 211,149.84 |
| Daycare | | 470,194.23 | | 470,194.23 | 6,000.00 | (62,000.00) | 414,194.23 | | (195,600.00) | 218,594.23 |
| Planning | | 2,159.09 | | 2,159.09 | | | 2,159.09 | | | 2,159.09 |
| C&EDC | | 127,569.09 | | 127,569.09 | 25,500.00 | (15,000.00) | 138,069.09 | | (52,250.00) | 85,819.09 |
| Recreation | | 237,144.58 | | 237,144.58 | | (57,200.00) | 179,944.58 | | (66,450.00) | 113,494.58 |
| Light up the Night | | | 2,470.76 | 2,470.76 | | | 2,470.76 | | | 2,470.76 |
| Ticket Surcharge | | | 7,687.93 | 7,687.93 | | | 7,687.93 | | | 7,687.93 |
| Cash in Lieu-Parkland | | | 66,279.50 | 66,279.50 | 13,000.00 | | 79,279.50 | | | 79,279.50 |
| Parking Reserve | | | 32,737.83 | 32,737.83 | 36,000.00 | (13,000.00) | 55,737.83 | | | 55,737.83 |
| Water & Sewer | | 2,383,772.08 | | 2,383,772.08 | 315,132.00 | (647,539.00) | 2,051,365.08 | 315,132.00 | (576,861.00) | 1,789,636.08 |
| Business Park | | | 647,832.52 | 647,832.52 | | (46,624.00) | 601,208.52 | | (46,624.00) | 554,584.52 |
| Fire Dept. | | 40,148.68 | | 40,148.68 | | (4,000.00) | 36,148.68 | | (13,220.00) | 22,928.68 |
| Library | | 125,935.66 | | 125,935.66 | | (36,500.00) | 89,435.66 | | (38,000.00) | 51,435.66 |
| Ramsay Reserves | | | 2,640.40 | 2,640.40 | | | 2,640.40 | | | 2,640.40 |
| Pakenham Reserves | | | 266.72 | 266.72 | | | 266.72 | | | 266.72 |
| Total Dec 31 | 1,100,000.00 | 4,952,155.01 | 3,176,690.84 | 9,228,845.85 | 1,061,703.00 | (1,359,987.05) | 8,930,561.80 | 814,192.00 | (1,938,488.00) | 7,806,265.80 |
| Summary | | | | | | | | | | |
| Working Capital | | | 1,100,000.00 | | | | | | | Reserve is restricted to offset tax arrears |
| Capital | | | 1,462,411.71 | | | | | | | Reserve is further restricted to projects noted above |
| Programs in Operating budget | | | 26,193.01 | | | | | | | Reserve is for Heritage and Facility Manager/H&S |
| Contingency | | | 312,726.83 | | | | | | | Reserve is for emergencies |
| Police | | | 197,095.96 | | | | | | | Reserve is used to offset increases in contract |
| Waste Management | | | 1,331,420.64 | | | | | | | Reserve is from user fees to offset waste management needs |
| Septage | | | 211,149.84 | | | | | | | Reserve is from Septage fees to offset septage needs |
| Winter Control | | | 55,820.00 | | | | | | | Reserve is to offset deficits in winter control area of budget |
| Ramsay | | | 2,640.40 | | | | | | | Reserve is for museums capital projects |
| Pakenham | | | 266.72 | | | | | | | Reserve is for recreation in Pakenham ward |
| Business Park | | | 554,584.52 | | | | | | | Reserve is to offset debt on park and to plan for next phase |
| Ticket Surcharge | | | 7,687.93 | | | | | | | Reserve is to offset auditorium improvements at Almonte Old Town Hall |
| Cash in Lieu-Parkland | | | 79,279.50 | | | | | | | Reserve is to be used for parkland/recreation trail development |
| Parking | | | 55,737.83 | | | | | | | Reserve is available to address parking related matters |
| Election | | | 30,000.00 | | | | | | | Reserve is being built up to offset the 2022 election |
| Records Management | | | 75,000.00 | | | | | | | Reserve is to offset electronic storage of records |
| Building Dept | | | 512,144.07 | | | | | | | Reserve is from building department revenues and can only be applied to building |
| Light Up the Night | | | 2,470.76 | | | | | | | Reserve is used to offset this event |
| Water and Sewer | | | 1,789,636.08 | | | | | | | Reserve is from water & sewer rates for capital projects |
| | | | 7,806,265.80 | | | | | | | |

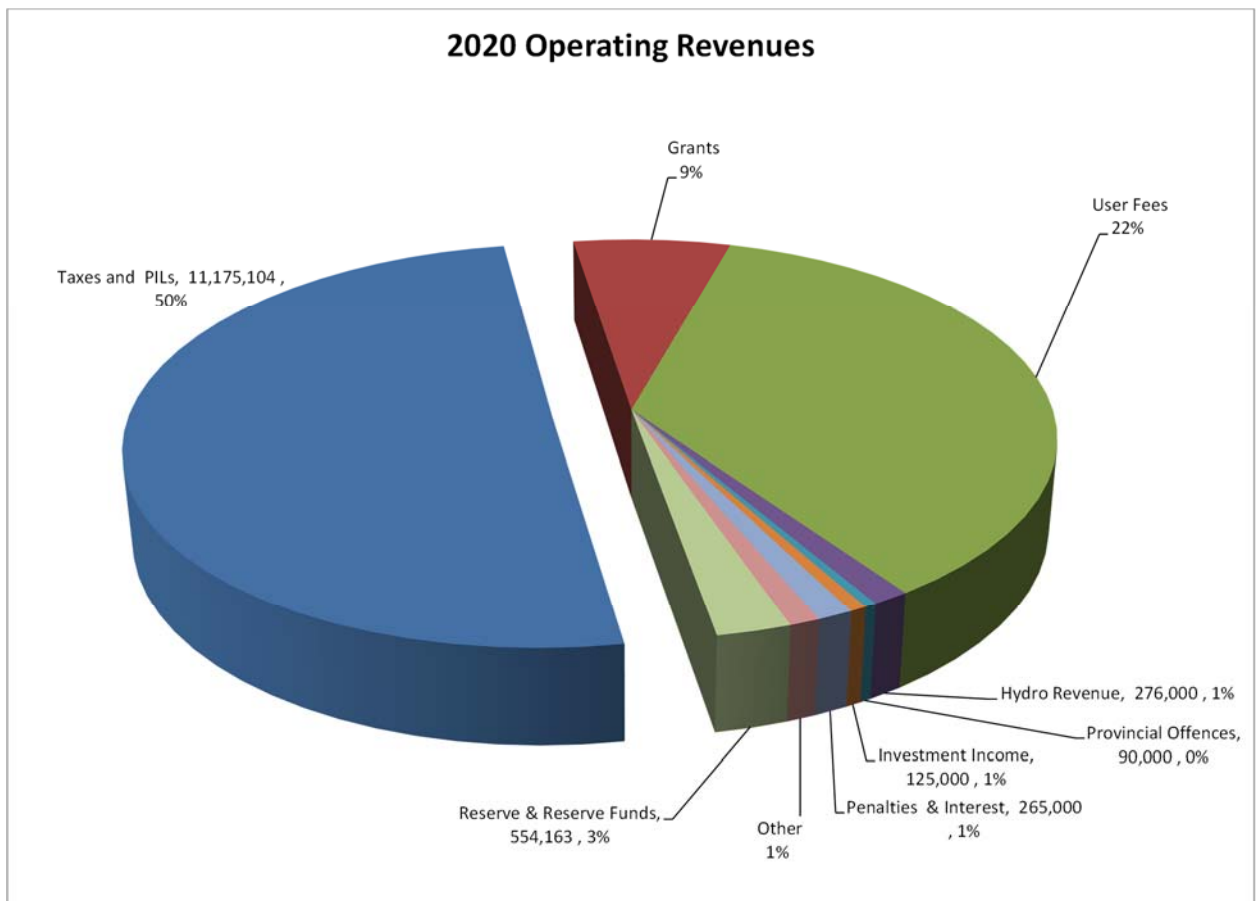
With an estimated capital reserve balance at the end of 2020 of \$1.46 million and a future replacement cost of all municipal infrastructure conservatively estimated at \$170 million, the Municipality is projected to have 0.9% of the cost of capital up front by the end of 2020. This means that when capital replacement is needed in the future, some other funding source will be required and will likely depend on tax and user fee increases. It is important that the Municipality consider increasing the reserve balance in anticipation of future capital needs.

OPERATING REVENUE

The Municipality has a number of revenue sources in addition to taxation that helps pay for the cost of programs and services. For example, the waste management charge covers the full cost of providing waste management services. Likewise, water and sewer, and septage fees pay the full cost of the service and building permit fees cover the full costs of the department and are not paid for through the tax levy.

Development charges help pay for expenditures required as a result of growth and grants and other user fees are available in addition to general licenses and permits. The Municipality also collects interest on its investments and penalties and interest on overdue water and taxes.

Revenues are typically shown in the budget document with a negative sign in front of the figure.



| REVENUES | | | | | | | | | | | |
|--------------------|--|------------------------|------------------------|---------------------|---------------|------------------------|------------------------|------------------------|------------------------|------------------------|--|
| 2020 Budget | | | | | | | | | | | |
| | | 2020 | 2019 | \$ | % | 2019 | 2018 | 2017 | 2016 | 2015 | |
| Line # | Description | Budget | Budget | Change | Change | Actual | Actual | Actual | Actual | Actual | |
| | Taxation | | | | | | | | | | |
| 1 | Taxes-Town | - 10,978,685.00 | - 10,493,797.00 | - 484,888.00 | 5% | - 10,653,355.24 | - 10,022,725.09 | - 9,439,020.64 | - 8,770,729.40 | - 8,165,624.06 | |
| 2 | Taxes-County | - 7,517,690.00 | - 7,228,550.00 | - 289,140.00 | 4% | - 7,545,330.60 | - 7,173,120.22 | - 6,993,413.77 | - 6,644,761.79 | - 6,342,318.74 | |
| 3 | Taxes-Schools | - 4,100,000.00 | - 4,100,000.00 | - | 0% | - 4,100,251.26 | - 4,091,880.70 | - 4,122,533.82 | - 4,205,115.11 | - 4,103,294.99 | |
| | Total | - 22,596,375.00 | - 21,822,347.00 | - 774,028.00 | 4% | - 22,298,937.10 | - 21,287,726.01 | - 20,554,968.23 | - 19,620,606.30 | - 18,611,237.79 | |
| | Federal Grants | | | | | | | | | | |
| 4 | Federal Gas Tax Revenue | - | - | - | | | | | | | |
| 5 | Federal Grants-Students | - | - | - | | - 8,400.00 | - | - 1,577.00 | - | - 7,382.00 | |
| | Total | - | - | - | - | - 8,400.00 | - | - 1,577.00 | - | - 7,382.00 | |
| | Provincial Grants | | | | | | | | | | |
| 6 | Prov Grant-Administration (Power Dam) | - 47,000.00 | - 50,000.00 | - 3,000.00 | -6% | - 46,667.79 | - 46,667.79 | - 46,667.79 | - 75,641.01 | - 46,667.79 | |
| 7 | Prov Grant-OMPF | - 890,600.00 | - 848,288.00 | - 42,312.00 | 5% | - 863,300.00 | - 848,200.00 | - 815,900.00 | - 811,300.00 | - 779,200.00 | |
| 8 | Prov Grant-Court Security | - 9,900.00 | - 9,900.00 | - | 0% | - 22,915.63 | - 26,198.79 | - 20,277.60 | - 13,258.52 | - 9,035.00 | |
| 9 | Prov Grant-Livestock | - 4,000.00 | - 4,000.00 | - | 0% | - 9,464.70 | - 11,499.35 | - 9,099.40 | - 21,592.00 | - 25,140.00 | |
| 10 | Prov Grant-Drainage Superintendent | - 750.00 | - 750.00 | - | 0% | - 1,455.73 | - 1,134.73 | - 962.85 | - 1,508.98 | - 1,260.98 | |
| | Total | - 952,250.00 | - 912,938.00 | - 39,312.00 | -1% | - 943,803.85 | - 933,700.66 | - 892,907.64 | - 923,300.51 | - 861,303.77 | |
| 11 | County Road Maintenance | - 27,780.00 | - 26,700.00 | - 1,080.00 | 4% | - 27,363.48 | - 26,887.76 | - 26,438.60 | - 26,073.14 | - 25,570.65 | |
| | Fees & Service Charges | | | | | | | | | | |
| 12 | Administration Fees (Tax certificates, NSF fees) | - 13,500.00 | - 13,150.00 | - 350.00 | 3% | - 15,180.60 | - 14,307.20 | - 16,218.00 | - 13,074.90 | - 10,496.00 | |
| 13 | Fire Fees | - 10,000.00 | - 15,000.00 | - 5,000.00 | -33% | - 12,528.71 | - 35,430.60 | - 9,198.53 | - 53,899.42 | - 49,611.90 | |
| 14 | Roadway and Other PW Fees | - 5,500.00 | - 5,000.00 | - 500.00 | 10% | - 5,300.90 | - 5,394.73 | - 3,915.00 | - 5,393.76 | - 4,800.01 | |
| 15 | Planning Fees | - 110,000.00 | - 100,000.00 | - 10,000.00 | 10% | - 162,854.01 | - 82,050.00 | - 90,150.00 | - 108,806.99 | - 166,684.43 | |
| 16 | Tile Drainage Fees | - 4,688.00 | - 13,710.00 | - 9,022.00 | -66% | - 13,709.08 | - 13,709.08 | - 13,709.08 | - 14,918.30 | - 18,817.72 | |
| 17 | Police-Other (False Alarms) | - 600.00 | - 800.00 | - 200.00 | 0% | - 600.00 | - 600.00 | - 1,402.50 | - 1,600.00 | - 3,610.00 | |
| 18 | Wedding Fees | - | - | - | 0% | - | - 1,600.00 | - 4,750.00 | - 5,000.00 | - 6,150.00 | |
| | Total | - 144,288.00 | - 147,660.00 | - 3,372.00 | -76% | - 210,173.30 | - 153,091.61 | - 139,343.11 | - 202,693.37 | - 260,170.06 | |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|----------------------------------|---|------------------------|------------------------|---------------------|-------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| Payments in Lieu of taxes | | | | | | | | | | |
| 19 | PIL-Town | - 194,220.00 | - 194,220.00 | - | 0% | - 192,427.86 | - 192,078.10 | - 199,088.32 | - 195,260.96 | - 194,790.30 |
| 20 | PIL-County | - 69,830.00 | - 69,830.00 | - | 0% | - 70,836.78 | - 69,390.32 | - 70,733.60 | - 67,017.61 | - 67,929.58 |
| 21 | PIL-Schools | - 1,925.00 | - 1,925.00 | - | 0% | - 1,985.72 | - 1,942.19 | - 1,884.43 | - 109.04 | - 110.17 |
| | Total | - 265,975.00 | - 265,975.00 | - | 0% | - 265,250.36 | - 263,410.61 | - 271,706.35 | - 262,387.61 | - 262,830.05 |
| Other Revenue | | | | | | | | | | |
| 22 | Trade Licence | - 7,000.00 | - 7,000.00 | - | 0% | - 7,150.00 | - 6,963.00 | - 7,350.00 | - 8,325.00 | - 3,200.00 |
| 23 | Dog Tags | - 7,500.00 | - 7,500.00 | - | 0% | - 7,200.00 | - 7,960.00 | - 8,435.00 | - 8,880.00 | - 9,285.00 |
| 24 | Other Licences & Permits (Marriage Licences) | - 15,000.00 | - 15,000.00 | - | 0% | - 16,048.79 | - 17,102.22 | - 14,261.01 | - 15,907.61 | - 15,184.48 |
| 25 | Rental Revenue (Municipal Facilities) | - 65,000.00 | - 62,500.00 | 2,500.00 | 4% | - 65,003.25 | - 74,776.93 | - 48,783.21 | - 56,345.04 | - 30,140.41 |
| 26 | Fines-Parking | - 8,500.00 | - 8,500.00 | - | 0% | - 10,191.55 | - 9,358.25 | - 12,985.80 | - 9,361.28 | - 5,920.05 |
| 27 | Cash in Lieu-Parking | | | - | | - 36,000.00 | | | - 17,480.00 | |
| 28 | Cash in Lieu of Parkland | | | - | | - 6,500.00 | - 6,827.00 | - 30,060.00 | | - 6,912.50 |
| 29 | Provincial Offences Revenue | - 90,000.00 | - 90,000.00 | - | 0% | - 73,441.37 | - 122,643.18 | - 84,539.88 | - 54,285.82 | - 144,251.25 |
| 30 | Ticket Surcharge-AOTH | | - | - | #DIV/0! | - 7,152.52 | - 7,933.55 | - 7,016.12 | - 6,053.18 | - 5,163.26 |
| 31 | Penalty & Interest-Current Taxes | - 100,000.00 | - 105,000.00 | 5,000.00 | -5% | - 99,805.43 | - 100,294.01 | - 100,972.89 | - 108,165.89 | - 110,137.31 |
| 32 | Penalty & Interest-Tax Arrears | - 145,000.00 | - 160,000.00 | 15,000.00 | -9% | - 116,110.23 | - 141,512.86 | - 137,114.22 | - 171,873.59 | - 184,567.11 |
| 33 | Interest on Overdue Accounts-Gen. | | | - | | | | - 1,903.55 | - 10.40 | |
| 34 | Interest Income-Investments | - 90,000.00 | - 60,000.00 | 30,000.00 | 50% | - 157,777.22 | - 82,618.80 | - 55,997.22 | - 61,225.22 | - 63,891.75 |
| 35 | Sale of Land | | | - | | - 92,227.63 | - 597,356.59 | - 335,576.84 | - | - 7,049.69 |
| 36 | Sale of Equipment | | | - | | | - 4,000.00 | - 21,130.67 | | |
| 37 | Sale of Books, Maps | | | - | | - 397.34 | - 1,682.30 | - 1,615.67 | - 1,411.20 | - 8,170.92 |
| 38 | Other Revenue (Hydro Revenue) | - 167,044.00 | - 183,880.00 | 16,836.00 | -9% | - 510,524.06 | - 312,934.99 | - 324,340.62 | - 287,223.63 | - 106,109.58 |
| 39 | Transfer from Reserves | - 75,624.00 | - 94,624.00 | 19,000.00 | -20% | - 83,624.00 | - 383,321.90 | - 96,058.67 | - 199,075.00 | - 151,675.00 |
| 40 | Transfer from Reserve Fund (Development Charge) | - 95,870.00 | - 99,240.00 | 3,370.00 | -3% | - 99,240.00 | - 89,800.00 | - 89,800.00 | - 89,800.00 | - 219,300.00 |
| | Total | - 866,538.00 | - 893,244.00 | 26,706.00 | -3% | - 1,388,393.39 | - 1,967,085.58 | - 1,377,941.37 | - 1,095,422.86 | - 1,070,958.31 |
| | Total Revenue | - 24,853,206.00 | - 24,068,864.00 | - 784,342.00 | 3% | - 25,133,921.48 | - 24,640,302.23 | - 23,263,305.30 | - 22,132,060.79 | - 21,099,452.63 |

This chart compares the 2020 budget with the 2019 budget and 2018 actuals by expenditure type and revenue source:

| Municipality of Mississippi Mills 2020 Budget Summary | | | | | | |
|---|-------------------|-------------------|------------------|-------------------|-----------------------|---|
| | A | B | C | D=B + C | E= C/B | |
| | | 2019 | 2020 | 2020 | % 2020 | |
| | 2018 Actual | Approved Budget | Program Change | Requested Budget | Requested/2019 Budget | |
| Expenditures: | | | | | | |
| Remuneration, Salaries & Benefits | 6,831,449 | 7,105,631 | 516,222 | 7,621,853 | 7.26% | Includes Bylaw staffing reallocations and Daycare Expansion to School |
| Travel & Training | 118,766 | 203,275 | 8,225 | 211,500 | 4.05% | |
| Materials & Contracts | 6,203,019 | 6,364,738 | 320,119 | 6,684,857 | 5.03% | Contract increases for OPP, recycling, waste collection, animal control etc. and wild parsnip |
| General Operating Expenses | 990,173 | 819,672 | 43,135 | 862,807 | 5.26% | Includes Office Supplies, Computer Services Exp, Professional fees, Telephone etc. |
| Community Grants | 259,187 | 314,295 | 10,682 | 324,977 | 3.40% | |
| Fuel & Oil | 212,829 | 175,925 | 12,325 | 188,250 | 7.01% | |
| M&R (facilities, fleet etc.) | 400,955 | 375,929 | 16,700 | 392,629 | 4.44% | |
| Utilities | 424,090 | 473,879 | (25,679) | 448,200 | -5.42% | |
| Insurance | 145,441 | 144,622 | 5,503 | 150,125 | 3.81% | |
| Election | 43,728 | - | - | - | 0.00% | |
| Grant in Lieu of Taxes | 78,746 | 80,200 | | 80,200 | | |
| Cost Sharing | 122,237 | 134,731 | 15,101 | 149,832 | 11.21% | |
| Subtotal | 15,830,620 | 16,192,897 | 922,333 | 17,115,230 | 5.70% | |
| Transfers to Reserves | 2,884,433 | 761,016 | 164,975 | 925,991 | 21.68% | Includes net waste management and septage and internal repayments for capital projects |
| Debt Repayments | 1,574,769 | 1,947,860 | 261,071 | 2,208,931 | 13.40% | Refer to debt schedule for details |
| Capital Expenditures | 2,079,626 | 2,270,530 | (230,469) | 2,040,061 | -10.15% | Refer to capital budget for details |
| Subtotal | 6,538,828 | 4,979,406 | 195,577 | 5,174,983 | 3.93% | |
| Total Expenditures | 22,369,448 | 21,172,303 | 1,117,910 | 22,290,213 | 5.28% | |
| Revenues | | | | | | |
| Supplementary Taxes & PILs | 304,151 | 529,594 | 230,929 | 760,523 | 43.60% | |
| Grants | 1,983,858 | 1,690,528 | (51,852) | 1,638,676 | -3.07% | |
| User Fees | 7,107,103 | 7,310,124 | 642,080 | 7,952,204 | 8.78% | |
| Hydro Revenue | 519,320 | 276,000 | - | 276,000 | 0.00% | |
| Provincial Offences Revenue | 122,643 | 90,000 | - | 90,000 | 0.00% | |
| Investment Income | 121,748 | 80,000 | 45,000 | 125,000 | 56.25% | |
| Penalties & Interest | 273,307 | 299,000 | (34,000) | 265,000 | -11.37% | |
| Other Revenue (Licences, permits) | 1,264,997 | 236,750 | (8,606) | 228,144 | -3.64% | |
| Transfer from Reserves | 383,322 | 104,624 | 43,361 | 147,985 | 41.44% | |
| Transfer from DCs | 378,347 | 397,262 | (3,323) | 393,939 | -0.84% | |
| Total Revenues | 12,458,796 | 11,013,882 | 863,589 | 11,877,471 | 7.84% | |
| Net Levy | 9,910,652 | 10,158,421 | 254,321 | 10,412,742 | 2.50% | |

| MUNICIPALITY OF MISSISSIPPI MILLS | | | | | | | | | | |
|---|--------------------------------------|-----------------|-----------------|--------------|-------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| 2020 Operating & Net Capital Budget Summary | | | | | | | | | | |
| Line # | DESCRIPTION | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
| TAX FUNDED SUMMARY: | | | | | | | | | | |
| 1 | GENERAL REVENUE | - 24,853,206.00 | - 24,068,864.00 | - 784,342.00 | 3.26% | - 25,133,921.48 | - 24,640,302.23 | - 23,263,305.30 | - 22,132,060.79 | - 21,099,452.63 |
| 2 | COUNCIL | 216,786.00 | 227,450.00 | - 10,664.00 | -4.69% | 196,071.49 | 272,776.89 | 251,264.54 | 238,030.56 | 247,700.14 |
| 3 | ADMINISTRATION | 1,424,514.00 | 1,349,667.00 | 74,847.00 | 5.55% | 1,935,838.24 | 2,121,177.90 | 1,366,187.27 | 1,184,710.86 | 1,237,274.06 |
| 4 | ADMINISTRATION BUILDINGS | 461,921.00 | 461,929.00 | - 8.00 | 0.00% | 458,977.30 | 446,862.98 | 428,637.27 | 435,520.55 | 432,807.40 |
| 5 | FIRE DEPARTMENT | 958,804.00 | 870,151.00 | 88,653.00 | 10.19% | 980,518.20 | 885,014.02 | 761,728.18 | 799,629.38 | 750,609.96 |
| 6 | POLICE | 1,941,613.00 | 1,885,672.00 | 55,941.00 | 2.97% | 1,896,964.27 | 1,873,949.77 | 1,844,527.47 | 1,801,736.11 | 1,557,850.28 |
| 7 | BUILDING DEPARTMENT (SEE NOTE BELOW) | - | - | - | 0.00% | - | - | - | - | - |
| 8 | PROTECTION | 335,681.00 | 278,611.00 | 57,070.00 | 17.07% | 258,489.37 | 276,163.10 | 260,764.73 | 208,812.32 | 141,879.53 |
| 9 | TRANSPORTATION | 4,774,223.00 | 4,955,376.00 | - 181,153.00 | -3.66% | 5,135,599.00 | 4,840,892.64 | 4,464,051.99 | 4,065,012.11 | 3,994,505.53 |
| 10 | WASTE MANAGEMENT (SEE NOTE BELOW) | - | - | - | 1.74% | - | - | - | - | - |
| 11 | SEPTAGE (SEE NOTE BELOW) | - | - | - | 200.00% | - | - | - | - | - |
| 12 | DAYCARE SUMMARY | 67,096.00 | 60,757.00 | 6,339.00 | 10.43% | 77,798.76 | 30,000.00 | 61,881.54 | 37,490.44 | - 39,100.77 |
| 13 | RECREATION SUMMARY | 1,543,728.00 | 1,294,650.00 | 249,078.00 | 19.24% | 1,280,646.38 | 1,283,005.52 | 1,445,163.70 | 1,217,804.61 | 1,120,976.71 |
| 14 | LIBRARY SUMMARY | 663,844.00 | 627,102.00 | 36,742.00 | 5.86% | 610,491.26 | 611,299.30 | 523,947.64 | 586,945.20 | 496,581.17 |
| 15 | HERITAGE COMMITTEE | 40,745.00 | 39,750.00 | 995.00 | 2.50% | 29,302.15 | 12,676.63 | 22,996.95 | 12,535.46 | 11,704.52 |
| 16 | OTHER CULTURAL | 32,500.00 | 31,400.00 | 1,100.00 | 3.50% | 32,110.00 | 30,500.00 | 27,200.00 | 38,200.00 | 26,000.00 |
| 17 | PLANNING | 389,010.00 | 272,507.00 | 116,503.00 | 42.75% | 246,948.40 | 318,805.13 | 351,034.76 | 321,922.06 | 352,309.26 |
| 18 | CEDC | 305,608.00 | 293,827.00 | 11,781.00 | 4.01% | 259,033.41 | 284,172.50 | 249,410.29 | 249,957.12 | 232,862.08 |
| 19 | AGRICULTURE | 7,688.00 | 19,710.00 | - 12,022.00 | -60.99% | 16,733.25 | 16,674.49 | 16,047.13 | 16,751.33 | 21,845.76 |
| 20 | COUNTY & SCHOOLS | 11,689,445.00 | 11,400,305.00 | 289,140.00 | 2.54% | 11,718,400.00 | 11,336,331.36 | 11,188,461.84 | 10,917,002.49 | 10,513,647.00 |
| 21 | WATER & SEWER (SEE NOTE BELOW) | - | - | - | - | - | - | - | - | - |
| 22 | SHORTFALL | - | - | - | 0% | 0.00 | 0.00 | - | - | - |
| DESCRIPTION | | | | | | | | | | |
| USER FEE FUNDED SUMMARIES: | | | | | | | | | | |
| 23 | BUILDING DEPT. REVENUE | - 469,900.00 | - 446,030.00 | - 23,870.00 | 5% | - 634,856.49 | - 615,197.65 | - 595,632.94 | - 424,548.89 | - 359,694.18 |
| 24 | BUILDING DEPT EXPENDITURES | 469,900.00 | 446,030.00 | 23,870.00 | 5% | 634,856.49 | 615,197.65 | 595,632.94 | 424,548.89 | 359,694.18 |
| | NET | - | - | - | 0% | - | - | - | - | - |
| 25 | WASTE MANAGEMENT REVENUE | - 1,683,160.00 | - 1,654,380.00 | - 28,780.00 | 2% | - 1,727,887.45 | - 1,702,535.90 | - 1,655,834.73 | - 1,599,090.30 | - 1,631,707.17 |
| 26 | WASTE MANAGEMENT EXPENDITURES | 1,683,160.00 | 1,654,380.00 | 28,780.00 | 2% | 1,727,887.45 | 1,702,535.90 | 1,655,834.73 | 1,599,090.50 | 1,631,707.17 |
| | NET | - | - | - | 0% | - | - | - | 0.20 | - |
| 27 | SEPTAGE REVENUE | - 50,000.00 | - 27,000.00 | - 23,000.00 | 85% | - 92,575.99 | - 97,209.82 | - 64,030.87 | - 50,251.44 | - 34,919.80 |
| 28 | SEPTAGE EXPENDITURES | 50,000.00 | 27,000.00 | 23,000.00 | 85% | 92,575.99 | 97,209.82 | 64,030.87 | 50,251.43 | 34,919.80 |
| | NET | - | - | - | 0% | - | - | - | - | - |
| 29 | WATER AND SEWER REVENUE | - 3,757,388.00 | - 3,543,282.00 | - 214,106.00 | 6% | - 3,904,980.14 | - 3,895,261.57 | - 3,514,277.93 | - 3,387,415.50 | - 3,088,168.94 |
| 30 | WATER AND SEWER EXPENDITURES | 3,757,388.00 | 3,543,282.00 | 214,106.00 | 6% | 3,904,980.14 | 3,895,261.57 | 3,514,277.93 | 3,387,415.50 | 3,088,168.94 |
| | NET | - | - | - | 0% | - | - | - | - | - |

LONG TERM FINANCIAL PLANS:

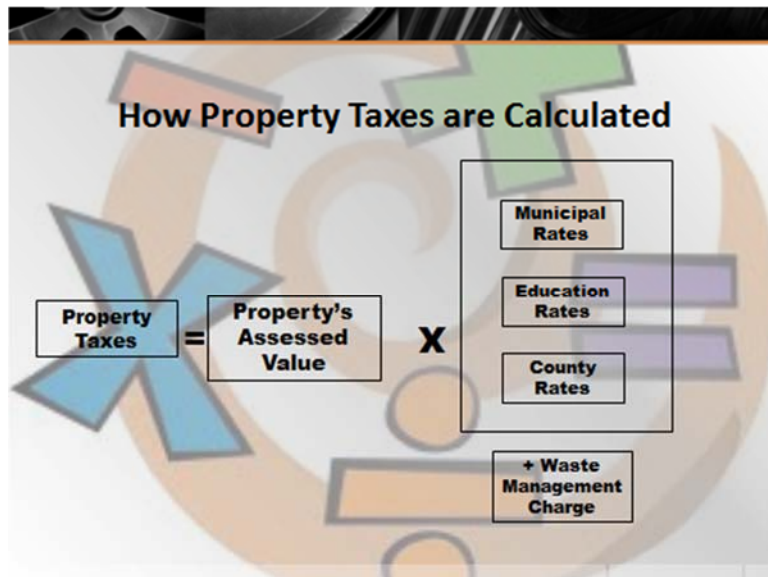
For the years 2013-2019, the Municipality had been following the long term financial plan for tax supported projects which outlines target expenditure and revenue totals, as well as target reserve, debt and capital needs. **The long term financial plan requires updating**

Water and Sewer also has a rate study that provides Council with plan for capital replacement along with required operational needs. Included in the plan is the estimated rate increases required to support the annual budget. Refer to the Water and Sewer section of this document for information on proposed rates for 2020.

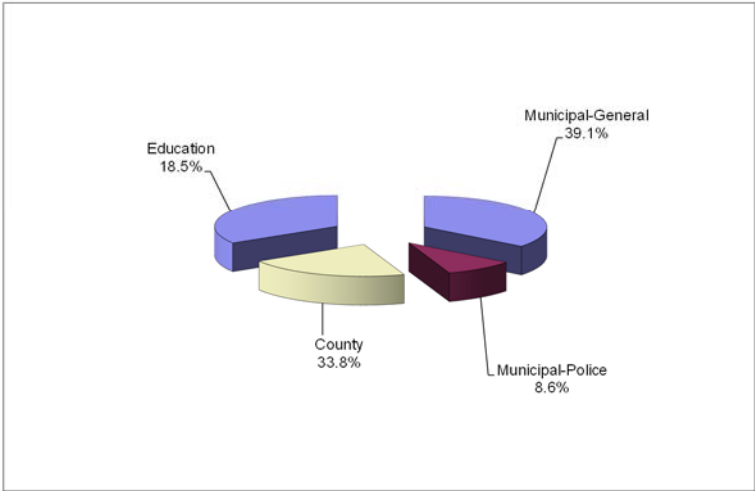
TAXATION

An increase in the required amount of tax revenue to balance the budget does not necessarily translate to the same tax rate change. What happens to the tax rate depends on the assessment change during the year and the overall expenditure level that taxes are required to cover.

The Municipality must levy and collect taxes on behalf of the County of Lanark and the School Boards. These taxes are then paid to those entities regardless of whether the taxpayer has paid them to the Municipality or not. If not, they form part of the tax arrears of the Municipality however the Municipality is permitted to keep any penalties and interest on those tax arrears.



BREAKDOWN OF TAX BILL



Over the last few years the Municipality has been following the approved long term financial plan with 7% tax revenue increases from 2013-2018. Including taxation from the County and School Boards, this did not equate to the same overall tax increase:

| Year | Avg. Residential Assessment | Residential Tax Rate | Average Residential Taxes per year | Change over Previous Year | % Change over Previous Year | Monthly Increase to average resident |
|------|-----------------------------|----------------------|------------------------------------|---------------------------|-----------------------------|--------------------------------------|
| 2015 | \$303,000 | 1.064122% | \$3,224.29 | \$90.90 | 2.90% | \$7.58 |
| 2016 | \$315,000 | 1.053824% | \$3,319.55 | \$95.26 | 2.95% | \$7.93 |
| 2017 | \$322,000 | 1.064578% | \$3,427.94 | \$108.39 | 3.17% | \$9.03 |
| 2018 | \$334,000 | 1.058002% | \$3,533.73 | \$105.79 | 3.08% | \$8.82 |
| 2019 | \$345,000 | 1.053651% | \$3,635.10 | \$101.37 | 2.87% | \$8.45 |

In addition, the Municipality expects to receive taxation during the year from new development in the form of supplemental assessment.

The Municipality’s residential assessment increase is 5.69% over 2019 and the total taxable assessment increase is 5.94% broken down by ward as follows:

| Municipality of Mississippi Mills | | | | | | | | |
|-----------------------------------|-----------|--------------------|----------------------|--------------------|----------------------|----------------------|--------------------|--------------|
| 2020 Assessment by Ward | | | | | | | | |
| | Tax | | | | | | | |
| Tax Class | Qualifier | Almonte | Ramsay | Pakenham | Total | 2019 | \$ Diff | % Diff |
| Residential | RT | 588,969,200 | 961,425,618 | 287,822,000 | 1,838,216,818 | 1,739,223,904 | 98,992,914 | 5.69% |
| Multi-Residential | MT | 16,551,800 | 1,912,000 | 3,509,600 | 21,973,400 | 21,070,060 | 903,340 | 4.29% |
| New Multi-Residential | NT | - | 5,570,000 | - | 5,570,000 | - | 5,570,000 | 0.00% |
| Commercial | CT | 28,923,400 | 13,837,100 | 5,184,200 | 47,944,700 | 47,483,343 | 461,357 | 0.97% |
| Commercial Vacant Land | CX | 1,823,700 | 699,000 | - | 2,522,700 | 2,673,775 | (151,075) | -5.65% |
| Commercial Excess Land | CU | 145,700 | 60,200 | - | 205,900 | 365,400 | (159,500) | -43.65% |
| Shopping Centre | ST | 4,059,300 | 1,998,800 | - | 6,058,100 | 5,922,600 | 135,500 | 2.29% |
| Shopping Centre Excess Land | SU | - | - | - | - | 135,000 | (135,000) | -100.00% |
| New Commercial Construction | XT | 5,007,700 | 5,159,100 | 337,100 | 10,503,900 | 9,507,623 | 996,277 | 10.48% |
| New Commercial Excess Land | XU | 81,200 | 14,900 | - | 96,100 | 95,532 | 568 | 0.59% |
| Industrial | IT | 578,000 | 1,006,300 | 280,000 | 1,864,300 | 1,837,886 | 26,414 | 1.44% |
| Industrial Vacant Land | IX | 701,000 | 160,000 | - | 861,000 | 529,047 | 331,953 | 62.75% |
| Industrial Excess Land | IU | - | 51,200 | 10,500 | 61,700 | 60,388 | 1,312 | 2.17% |
| Industrial New Construction | JT | 345,900 | 634,200 | 921,800 | 1,901,900 | 1,864,626 | 37,274 | 2.00% |
| Industrial New Const. Excess Land | JU | - | 67,800 | 60,300 | 128,100 | 125,530 | 2,570 | 2.05% |
| Pipeline | PT | 4,174,000 | - | 19,173,000 | 23,347,000 | 22,736,839 | 610,161 | 2.68% |
| Farmland | FT | 220,300 | 56,889,000 | 44,518,700 | 101,628,000 | 94,122,730 | 7,505,270 | 7.97% |
| Managed Forest | TT | - | 4,947,700 | 3,901,500 | 8,849,200 | 7,861,883 | 987,317 | 12.56% |
| Total Taxable Assessment | | 651,581,200 | 1,054,432,918 | 365,718,700 | 2,071,732,818 | 1,955,616,166 | 116,116,652 | 5.94% |
| Payments in lieu | | 1,846,300 | 7,950,100 | 1,861,000 | 11,657,400 | 11,434,425 | 222,975 | 1.95% |
| Exempt | | 55,494,200 | 21,467,100 | 10,591,900 | 87,553,200 | 84,573,297 | 2,979,903 | 3.52% |
| Total Assessment | | 708,921,700 | 1,083,850,118 | 378,171,600 | 2,170,943,418 | 2,051,623,888 | 119,319,530 | 5.82% |

The Municipality is responsible for setting the local tax rate and this requirement should be determined without considering the tax changes required by the County and School Boards. The first draft of this document does not estimate the County and School Board rates as no direction has been provided to the Municipality in this regard.

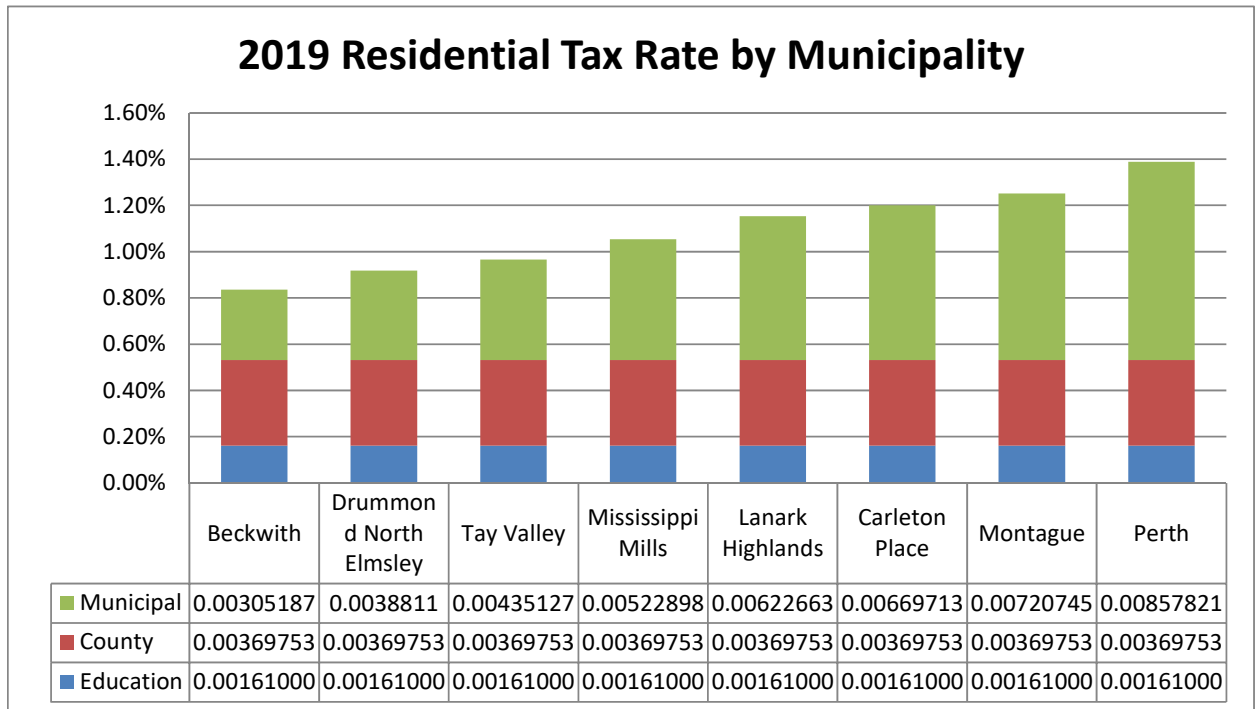
The 2020 budget **includes a 2.5% municipal tax revenue increase.**

The following charts illustrate the impacts to the average taxpayer based on a 2.5% tax revenue increase.

**2020 ESTIMATED OVERALL RESIDENTIAL TAX
CALCULATION ON AVG. ASSESSMENT AND TAX
REVENUE INCREASE 2.5%**

| Year | Municipal | Police | Total |
|--------------------------------|------------------|------------------|------------------|
| 2019 (avg. assess=\$345K) | \$1,478.06 | \$325.95 | \$1,804.01 |
| 2019 Tax Rate | .00428421 | .00094477 | .00522898 |
| 2020 (avg. assess=\$364K) | \$1,510.55 | \$333.45 | \$1,844.00 |
| 2020 projected tax rate | .00414986 | .00091603 | .00506589 |
| \$ annual change | \$32.49 | \$7.50 | \$39.99 |
| \$ monthly change | \$2.71 | \$.63 | \$3.33 |
| % change | 2.2% | 2.3% | 2.22% |

A comparison of the Municipality's tax rate with other lower tier municipalities in the County of Lanark is completed each year. Mississippi Mills is not the highest or the lowest as depicted in this chart for 2019:



For comparative purposes, the 2019 Municipal rates at the local level (excluding County and Schools) are:

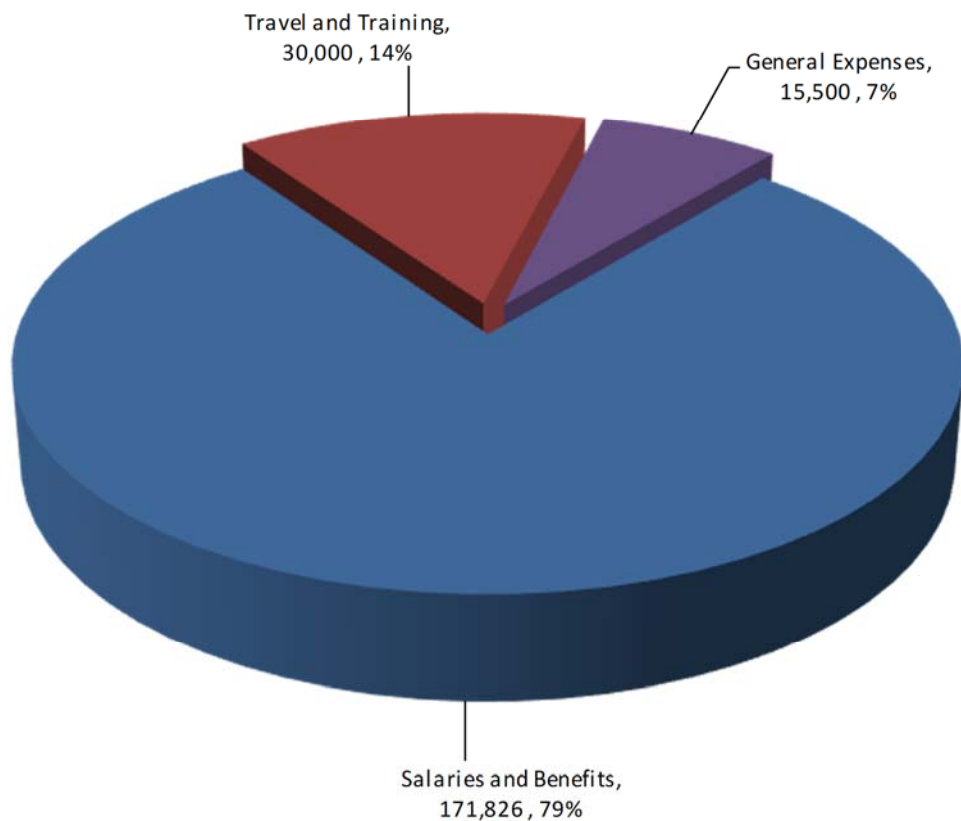
| Municipality | 2019 Residential Tax Rate |
|--------------------------|---------------------------|
| Beckwith | .305187% |
| Drummond North Elmsley | .388110% |
| Tay Valley | .435127% |
| Mississippi Mills | .522898% |
| Lanark Highlands | .622663% |
| Carleton Place | .669713% |
| Montague | .720745% |
| Perth | .857821% |

COUNCIL

The Municipality is governed by an elected Council comprised of 7 members; Mayor, Deputy Mayor, and 5 Councillors (2 Almonte Ward, 2 Ramsay Ward and 1 Pakenham Ward). Each Council term is four (4) years.

All members of Council meet twice a month at Committee of the Whole and Council meetings. Committee of the Whole meetings are intended to be a less formal forum for discussion and analysis of issues. Committee of the Whole does not have the authority to authorize final actions and decisions, instead it reviews and gathers information and formulates a recommendation that is then provided to Council for a decision. Both Committee of the Whole and Council meetings are open to the public and attendance is welcome.

2020 Council Operating Budget



Municipality of Mississippi Mills 2020 Budget Summary

Council

| | A | B | C | D=B+C | E= C/B |
|------------------------------|----------------|----------------|-----------------|----------------|--------------------|
| | | 2019 | 2020 | 2020 | % 2020 |
| | | Approved | Program | Requested | Requested/ |
| | 2018 Actual | Budget | Change | Budget | 2019 Budget |
| Expenditures: | | | | | |
| Remuneration, Salares & Bene | 206,711 | 167,650 | 3,636 | 171,286 | 2.17% |
| Travel & Training | 22,180 | 29,900 | 100 | 30,000 | 0.33% |
| Materials & Contracts | - | - | - | - | |
| General Operating Expenses | 18,886 | 19,900 | (4,400) | 15,500 | -22.11% see budget |
| Community Grants | - | - | - | - | |
| Fuel & Oil | - | - | - | - | |
| M&R (facilities, fleet etc.) | - | - | - | - | |
| Utilities | - | - | - | - | |
| Insurance | - | - | - | - | |
| Transfers to Reserves | 25,000 | - | - | - | |
| Debt Repayments | - | - | - | - | |
| Capital Expenditures | - | 10,000 | (10,000) | - | See capital budget |
| Total Expenditures | 272,777 | 227,450 | (10,664) | 216,786 | -4.69% |
| Revenues | | | | | |
| Grants | | | | | |
| User Fees | | | | | |
| Other Fees & Charges | | | | | |
| Transfer from Reserves | | | | | |
| Transfer from DCs | | | | | |
| Total Revenues | - | - | - | - | |
| Net Levy | 272,777 | 227,450 | (10,664) | 216,786 | -4.69% |

| COUNCIL | | | | | | | | | | |
|--------------------|---------------------------|-------------------|-------------------|--------------------|---------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 2020 Budget | | | | | | | | | | |
| | | 2020 | 2019 | \$ | % | 2019 | 2018 | 2017 | 2016 | 2015 |
| Line # | Description | Budget | Budget | Change | Change | Actual | Actual | Actual | Actual | Actual |
| 1 | Remuneration & Benefits | 171,286.00 | 167,650.00 | 3,636.00 | 2% | 163,327.41 | 206,711.07 | 209,006.73 | 200,415.65 | 200,827.06 |
| 2 | Other M & S | 7,000.00 | 8,500.00 | - 1,500.00 | -18% | 5,730.94 | 6,714.24 | 4,923.38 | 4,652.62 | 5,980.13 |
| 3 | Telephone | 2,500.00 | 5,400.00 | - 2,900.00 | -54% | 1,570.23 | 6,452.97 | 2,113.00 | 2,835.66 | 4,729.12 |
| 4 | Travelling Expense | 4,500.00 | 4,500.00 | - | 0% | 3,382.91 | 4,914.66 | 6,543.11 | 5,863.19 | 3,809.94 |
| 5 | Association & Convention | 21,000.00 | 21,000.00 | - | 0% | 12,319.97 | 13,106.37 | 18,517.90 | 12,216.50 | 13,960.30 |
| 6 | Memberships | 4,500.00 | 4,400.00 | 100.00 | 2% | 4,325.89 | 4,158.51 | 3,995.17 | 3,862.69 | 3,715.08 |
| 7 | Receptions | 6,000.00 | 6,000.00 | - | 0% | 5,414.14 | 5,719.07 | 6,165.25 | 5,684.25 | 4,411.61 |
| 8 | Capital Expenditure | - | 10,000.00 | - 10,000.00 | -100% | | | | - | 10,266.90 |
| 9 | To Reserves | | | - | | | 25,000.00 | | 2,500.00 | |
| | Total Expenditures | 216,786.00 | 227,450.00 | - 10,664.00 | -4.69% | 196,071.49 | 272,776.89 | 251,264.54 | 238,030.56 | 247,700.14 |

COUNCIL BUDGET 2020

| | | |
|---|-------------------|--------------|
| REMUNERATION AND BENEFITS | | \$171,286.00 |
| FOR MAYOR, DEPUTY MAYOR AND 5 COUNCILLORS | | |
| OTHER M & S | | 7,000.00 |
| MEALS FOR MEETINGS | \$ 500.00 | |
| MISCELLANEOUS | \$1,000.00 | |
| I.E. PLAQUES | | |
| PROMO ITEMS | \$2,000.00 | |
| BENEFITS PROGRAM | <u>\$3,500.00</u> | |
| | <u>\$7,000.00</u> | |
| TELEPHONE | | \$2,500.00 |
| MAYOR AND DEPUTY MAYOR'S CELL PHONES AND MONTHLY DATA PLANS FOR TABLETS | | |
| TRAVELLING EXPENSES | | \$4,500.00 |
| TRAVELLING EXPENSES FOR CONFERENCES AND MEETING ATTENDANCE I.E. MILEAGE, TRAIN FARE ETC. | | |
| ASSOCIATION & CONVENTION | | \$21,000.00 |
| MEAL ALLOWANCE , HOTEL ACCOMMODATION AND REGISTRATIONS (\$3,000 PER COUNCIL MEMBER) | | |
| MEMBERSHIPS | | \$4,500.00 |
| ANNUAL MEMBERSHIP FOR THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO | | |
| RECEPTIONS | | \$6,000.00 |
| BREAKFAST MEETING | \$500.00 | |
| CHRISTMAS PARTY | \$4,500.00 | |
| TOWN HALL MEETINGS | \$500.00 | |
| MISCELLANEOUS | <u>\$500.00</u> | |
| | <u>\$6,000.00</u> | |

ADMINISTRATION

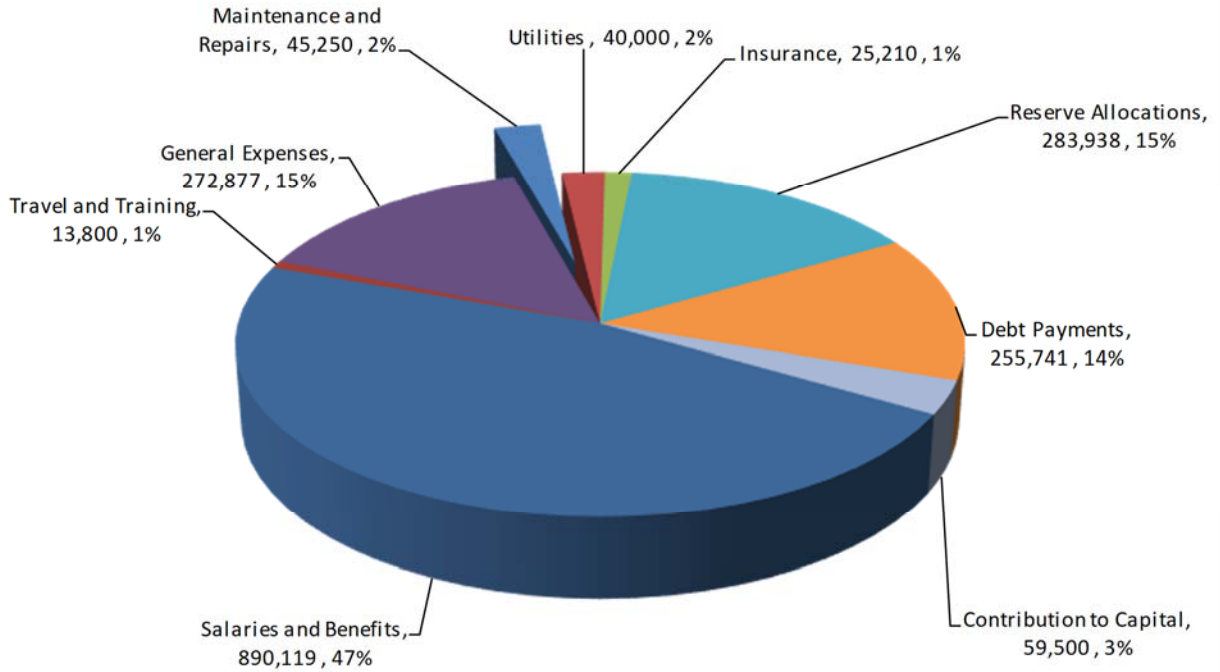
The **Administration** Department provide corporate, information and administrative services that support other departments in the on-going operations of the Municipality. The Administration Department consists of the office of the Chief Administrative Officer (CAO), the office of the Clerk and Finance including the costs of operating and maintaining administrative facilities; the Municipal Office, The Almonte Old Town Hall and the Old Almonte Registry Office.

The **CAO** reports directly to Council and is the senior staff person who provides organizational leadership to the municipal Staff and chairs the Senior Management team meetings. This position is responsible for the administration and coordination of the delivery of services to residents and businesses in a manner that ensures the efficient utilization of the Corporation's human, financial and physical resources and is consistent with the service standards approved within the annual budget and other planning documents. The CAO acts as an advisor to Council in the development of public policies ensuring that Council is provided with all relevant information necessary to make informed decisions. The CAO is also responsible for developing collaborative relationships within the community, other Municipalities and all levels of government.

The **Clerk** is responsible for a number of legislated duties including recording the minutes of all Committee of the Whole and Council meetings, drafting by-laws, acting as a local Registrar for births and deaths, acting a Returning Officer for municipal elections and various other duties as specified in legislation, including the *Municipal Freedom of Information and Protection of Privacy Act*.

The **Finance** department is responsible for long term financial planning, annual budget development, investment management, municipal insurance, development charges, general accounting, treasury and cash management and all statutory reports. The department also levies and calculates property taxes, generates utility billings, collects all monies owed to the Municipality, processes payments for all departments of the Municipality and manages the payroll system for the Municipality's 100+ employees.

2020 Administration (Admin. and Admin. Buildings) Operating Budget



Municipality of Mississippi Mills 2020 Budget Summary

Administration

| | A | B | C | D=B+C | E= C/B | |
|-----------------------------------|------------------|------------------|----------------|------------------|------------------------|--|
| | | 2019 | 2020 | 2020 | % 2020 | |
| | 2018 Actual | Approved Budget | Program Change | Requested Budget | Requested/ 2019 Budget | |
| Expenditures: | | | | | | |
| Remuneration, Salaries & Benefits | 1,007,965 | 825,165 | 41,274 | 866,439 | 5.00% | Includes Step Increases, CPI |
| Travel & Training | 7,377 | 11,500 | 2,300 | 13,800 | 20.00% | |
| Materials & Contracts | - | - | - | - | | |
| General Operating Expenses | 326,216 | 268,793 | (14,016) | 254,777 | -5.21% | |
| Community Grants | - | 20,000 | (20,000) | - | | Riverwalk funding reallocated to Capital i |
| Fuel & Oil | - | - | - | - | | |
| M&R (facilities, fleet etc.) | - | - | - | - | | |
| Utilities | - | - | - | - | | |
| Insurance | 7,275 | 5,295 | 265 | 5,560 | | |
| Election | 43,728 | - | - | - | | |
| Transfers to Reserves | 700,478 | 188,914 | 95,024 | 283,938 | 50.30% | |
| Debt Repayments | - | - | - | - | | |
| Capital Expenditures | 28,138 | 30,000 | (30,000) | - | -100.00% | See capital budget |
| Total Expenditures | 2,121,177 | 1,349,667 | 74,847 | 1,424,514 | 5.55% | |
| Revenues | | | | | | |
| Grants | | | | | | |
| User Fees | 1,600 | - | - | - | 0.00% | |
| Other Fees & Charges | | | | | | |
| Transfer from Reserves | | - | - | - | | |
| Transfer from DCs | | | | | | |
| Total Revenues | 1,600 | - | - | - | 0.00% | |
| Net Levy | 2,119,577 | 1,349,667 | 74,847 | 1,424,514 | 5.55% | |

GENERAL ADMINISTRATION

2020 Budget

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|--------|------------------------------------|---------------------|---------------------|------------------|-------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 1 | Salaries, Wages and Benefits | 866,439.00 | 825,165.00 | 41,274.00 | 5% | 762,988.87 | 1,007,965.29 | 746,845.14 | 696,495.52 | 670,672.30 |
| 2 | Office Supplies | 20,000.00 | 18,500.00 | 1,500.00 | 8% | 19,277.55 | 25,513.55 | 17,273.52 | 20,917.52 | 19,853.27 |
| 3 | Office Equipment | 500.00 | 500.00 | - | 0% | | 152.61 | 912.78 | - | 300.00 |
| 4 | Publications | 4,000.00 | 4,000.00 | - | 0% | 115.75 | 877.99 | 839.39 | 8,161.71 | 2,093.13 |
| 5 | Special Circumstances Expense | 5,000.00 | 5,000.00 | - | 0% | 42,939.79 | 6,526.44 | 8,426.52 | 8,322.71 | 4,929.65 |
| 6 | Other M & S | 12,000.00 | 12,000.00 | - | 0% | 8,312.37 | 9,431.96 | 17,587.79 | 11,330.37 | 9,826.99 |
| 7 | Postage & Courier Services | 20,000.00 | 20,000.00 | - | 0% | 18,131.22 | 16,860.82 | 9,397.25 | 16,769.45 | 23,917.05 |
| 8 | Fees for Wedding Ceremonies | | - | - | 0% | | 300.00 | 3,900.00 | 3,000.00 | 5,100.00 |
| 9 | Telephone | 15,000.00 | 12,000.00 | 3,000.00 | 25% | 16,409.34 | 12,286.46 | 8,310.24 | 8,658.42 | 9,968.75 |
| 10 | Legal Fees | 15,000.00 | 15,000.00 | - | 0% | 44,903.60 | 45,980.80 | 48,470.93 | 28,329.48 | 11,177.82 |
| 11 | Audit Fees | 25,500.00 | 25,000.00 | 500.00 | 2% | 24,706.23 | 24,320.63 | 22,997.75 | 22,895.99 | 22,870.55 |
| 12 | Other Professional Fees | 45,500.00 | 45,500.00 | - | 0% | 40,622.66 | 90,145.76 | 60,321.77 | 19,501.48 | 24,680.35 |
| 13 | Computer Services Expense | 80,000.00 | 90,000.00 | - 10,000.00 | -11% | 57,172.66 | 63,481.94 | 45,911.81 | 53,602.59 | 63,716.82 |
| 14 | Advertising | 45,000.00 | 40,000.00 | 5,000.00 | 13% | 45,835.44 | 42,477.52 | 28,078.76 | 29,650.71 | 17,085.59 |
| 15 | Travelling Expense | 3,000.00 | 3,000.00 | - | 0% | 2,095.91 | 2,327.18 | 3,095.44 | 3,604.67 | 3,100.69 |
| 16 | Alarm Monitoring | 2,100.00 | 2,020.00 | 80.00 | 4% | 1,404.24 | 2,042.78 | 1,046.24 | 1,343.28 | 1,526.40 |
| 17 | Equipment Rentals, Other | 16,000.00 | 16,000.00 | - | 0% | 13,482.45 | 15,549.26 | 16,000.99 | 15,674.40 | 14,673.06 |
| 18 | Memberships | 2,800.00 | 2,500.00 | 300.00 | 12% | 1,720.76 | 2,708.23 | 2,518.66 | 2,255.10 | 1,668.86 |
| 19 | Association & Convention | 3,000.00 | 3,000.00 | - | 0% | 3,426.15 | 811.16 | 1,274.91 | 1,142.80 | 2,993.26 |
| 20 | Seminars | 5,000.00 | 3,000.00 | 2,000.00 | 67% | 4,102.39 | 1,530.37 | 2,319.78 | 4,048.90 | 4,201.74 |
| 21 | Insurance | 5,560.00 | 5,295.00 | 265.00 | 0% | 3,823.12 | 7,275.23 | 3,228.46 | 1,363.92 | 105,504.04 |
| 22 | Election | | - | - | 0% | 22.08 | 43,728.29 | | | |
| 23 | Riverwalk | - | 20,000.00 | - 20,000.00 | | 20,000.00 | 13,139.85 | | | |
| 24 | Bank Charges | 9,177.00 | 8,273.00 | 904.00 | 11% | 7,423.58 | 7,127.81 | 6,273.92 | 5,605.17 | 5,280.77 |
| 25 | Admin. Costs allocated to Building | - 60,000.00 | - 45,000.00 | - 15,000.00 | 33% | - 60,000.00 | - 50,000.00 | - 45,000.00 | - 35,000.00 | - 33,000.00 |
| 26 | Capital Expenditure | - | 30,000.00 | - 30,000.00 | 0% | 5,569.71 | 28,137.98 | 2,804.66 | 1,392.13 | 19,034.83 |
| 27 | To Reserves | 283,938.00 | 188,914.00 | 95,024.00 | 50% | 851,352.37 | 700,477.99 | 353,350.56 | 255,644.54 | 226,098.14 |
| | Total Expenditures | 1,424,514.00 | 1,349,667.00 | 74,847.00 | 6% | 1,935,838.24 | 2,121,177.90 | 1,366,187.27 | 1,184,710.86 | 1,237,274.06 |

ADMINISTRATION BUDGET 2020

REMUNERATION, SALARIES, AND BENEFITS \$833,439.00

CAO, CLERK, DEPUTY CLERK, TREASURER,
PAYROLL CLERK, TAX/WATER CLERK, ACCOUNTS RECEIVABLE CLERK,
ACCOUNTS PAYABLE CLERK, RECEPTIONIST, SUMMER STUDENT
PLUS APPLICABLE BENEFITS (INCLUDES EMPLOYEE ASSISTANCE PROGRAM)

OFFICE SUPPLIES \$20,000.00

COMPUTER SUPPLIES, PAPER, LETTERHEAD, ENVELOPES, TONER,
GENERAL OFFICE SUPPLIES

OFFICE EQUIPMENT \$500.00

GENERAL OFFICE EQUIPMENT NEEDS

PUBLICATIONS \$4,000.00

MESSENGER, TAX INSERTS, MUNICIPAL AND OTHER DIRECTORIES,
ACCESS ONTARIO PUBLICATIONS, ETC.

SPECIAL CIRCUMSTANCES \$5,000.00

UNFORESEEN ITEMS THAT OCCUR THROUGHOUT THE YEAR

OTHER M & S \$12,000.00

REMEMBRANCE DAY WREATHS, MAPS, DRUG STRATEGY, WATER
FROM WATERLIFE, MARRIAGE LICENSES* , OTHER ITEMS THAT
CANNOT BE PLACED ELSEWHERE
*OFFSET BY REVENUE

POSTAGE & COURIER SERVICES \$20,000.00

TAX BILLINGS, REMINDER NOTICES, GENERAL MAIL AND COURIER NEEDS

TELEPHONE \$15,000.00

INCLUDES SIX PHONE LINES, CELL PHONES AND FAX

LEGAL FEES \$15,000.00

LEGAL ADVICE AS REQUIRED

AUDIT FEES \$25,500.00

AUDIT FEES \$25,500.00

FEES FOR INTERIM AND FINAL AUDITS

OTHER PROFESSIONAL FEES \$45,500.00

| | |
|------------------------------|--------------------|
| COMMUNICATIONS | \$18,000.00 |
| WEB SITE MAINTENANCE | \$3,375.00 |
| CLOSED MEETING | |
| INVESTIGATOR | \$500.00 |
| OTHER | \$15,000.00 |
| VOTER VIEW ANNUAL FEE | \$ 1,500.00 |
| PROPERTY APPRAISALS, SURVEYS | <u>\$ 7,125.00</u> |
| | <u>\$45,500.00</u> |

COMPUTER SERVICES EXPENSE \$80,000.00

IT SUPPRORT, WIRELESS INTERNET, SUPPORT FOR FINANCIAL SYSTEM AND FROM COUNTYOF LANARK, EBILLING COSTS

ADVERTISING \$45,000.00

WEEKLY NEWSPAPER AD, TAX NOTICES, REMEMBRANCE DAY, NOTICES UNDER THE MUNICIPAL ACT

TRAVELLING EXPENSE \$3,000.00

MILEAGE FOR STAFF TRAVEL

ALARM MONITORING \$2,100.00

MONTHLY FEE FOR MONITORING ALARM AT MUNICIPAL OFFICE

EQUIPMENT RENTALS, OTHER \$16,000.00

PHOTOCOPIERS, POSTAGE MACHINE FOLDING MACHINE, ETC.

MEMBERSHIP FEES \$2,800.00

ASSOCIATION OF MUNICIPAL CLERKS & TREASURERS:

| | |
|------------------|-------------------|
| CAO (100%) | \$350.00 |
| CLERK100%) | \$350.00 |
| TREASURER (100%) | \$350.00 |
| I.C.A.O | <u>\$1,750.00</u> |
| | <u>\$2,800.00</u> |

ASSOCIATION & CONVENTION \$3,000.00

HOTEL ACCOMMODATIONS, REGISTRATION FEES, MEALS

TRAINING FOR STAFF (WHIMIS, FIRST AID, ETC.),
PROFESSIONAL DEVELOPMENT

RIVERWALK \$.00

MATCHING FUNDS FOR RIVERWALK DONATIONS

BANK CHARGES \$9,177.00

ACTIVITY FEES, INTERAC, ELECTRONIC FUNDS TRANSFERS, ETC.

ADMIN. COSTS ALLOCATED TO BUILDING (\$60,000.00)

ALLOCATION OF GENERAL ADMIN. COSTS TO
BUILDING DEPT. PER BILL 124 (SEE BUILDING DEPT
BUDGET)

CAPITAL EXPENDITURES \$.00

TRANSFER TO RESERVES \$283,938.00

Municipality of Mississippi Mills 2020 Budget Summary

Administration Buildings

| | A | B | C | D=B + C | E= C/B | |
|------------------------------|----------------|-----------------|----------------|------------------|-----------------------|--|
| | | 2019 | 2020 | 2020 | % 2020 | |
| | 2018 Actual | Approved Budget | Program Change | Requested Budget | Requested/2019 Budget | |
| Expenditures: | | | | | | |
| Remuneration, Salaries & Ben | 22,549 | 23,180 | 500 | 23,680 | 2.16% | |
| Travel & Training | | | | - | | |
| Materials & Contracts | - | | | - | | |
| General Operating Expenses | 17,736 | 17,850 | 250 | 18,100 | 1.40% | |
| Community Grants | - | - | | - | | |
| Fuel & Oil | - | - | | - | | |
| M&R (facilities, fleet etc.) | 48,476 | 44,350 | 900 | 45,250 | 2.03% | |
| Utilities | 38,193 | 41,600 | (1,600) | 40,000 | -3.85% | |
| Insurance | 19,282 | 18,710 | 940 | 19,650 | 5.02% | |
| Transfers to Reserves | 33,434 | - | | - | | |
| Debt Repayments | 256,560 | 255,739 | 2 | 255,741 | 0.00% | See debt schedule |
| Capital Expenditures | 10,634 | 60,500 | (1,000) | 59,500 | -1.65% | See capital budget |
| Total Expenditures | 446,864 | 461,929 | (8) | 461,921 | 0.00% | |
| Revenues | | | | | | |
| Grants | | | | | | |
| User Fees | 80,250 | 62,500 | 2,500 | 65,000 | 4.00% | Rental of AOTH and Municipal office , AOTH surcharge |
| Other Fees & Charges | | | | | | |
| Transfer from Reserves | | | | - | | |
| Transfer from DCs | | | | | | |
| Total Revenues | 80,250 | 62,500 | 2,500 | 65,000 | 4.00% | |
| Net Levy | 366,614 | 399,429 | (2,508) | 396,921 | -0.63% | |

ADMINISTRATION BUILDINGS

2020 Budget

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|------------------------------|-----------------------------------|-------------------|-------------------|--------------------|-------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Municipal Office | | | | | | | | | | |
| 1 | Salaries, Wages & Benefits | 14,680.00 | 14,680.00 | - | 0% | 12,925.75 | 13,605.75 | 13,293.13 | 12,990.44 | 12,201.03 |
| 2 | Other M & S | 400.00 | 150.00 | 250.00 | 167% | 266.03 | 11.67 | 315.24 | 439.62 | 50.19 |
| 3 | Utilities | 16,000.00 | 16,500.00 | - 500.00 | -3% | 11,837.54 | 15,537.63 | 24,322.51 | 22,618.22 | 18,964.34 |
| 4 | Cleaning, Maint., Other Supplies | 1,500.00 | 1,850.00 | - 350.00 | -19% | 956.83 | 1,190.75 | 1,740.06 | 1,229.10 | 1,993.98 |
| 5 | Insurance (Building Etc.) | 12,040.00 | 11,465.00 | 575.00 | 5% | 11,463.59 | 11,569.40 | 13,882.76 | 14,376.53 | 13,928.76 |
| 6 | Rentals & Maintenance | 26,000.00 | 23,500.00 | 2,500.00 | 11% | 19,587.65 | 29,048.62 | 19,400.24 | 22,436.71 | 21,612.72 |
| 7 | Long Term Debt Payments | 58,013.00 | 58,013.00 | - | 0% | 57,940.63 | 58,412.51 | 58,030.21 | 60,783.72 | 60,786.56 |
| 8 | Capital Expenditure | 10,000.00 | - | 10,000.00 | 0% | | | | | 2,645.25 |
| 9 | To Reserves | | | - | 0% | | | 15,500.00 | | |
| | Total | 138,633.00 | 126,158.00 | 12,475.00 | 10% | 114,978.02 | 129,376.33 | 146,484.15 | 134,874.34 | 132,182.83 |
| Registry Office | | | | | | | | | | |
| 10 | Utilities | 3,000.00 | 3,100.00 | - 100.00 | -3% | 2,620.91 | 2,661.87 | 2,553.58 | 2,405.59 | 2,229.65 |
| 11 | Rentals & Maintenance | 1,500.00 | 1,000.00 | 500.00 | 0% | 5,422.79 | 1,700.85 | 1,104.37 | 302.33 | 278.60 |
| 12 | Capital Expenditure | - | | - | 0% | | 10,633.91 | | | |
| 13 | To Reserves | | | - | 0% | | | - | - | - |
| | Total | 4,500.00 | 4,100.00 | 400.00 | 10% | 8,043.70 | 14,996.63 | 3,657.95 | 2,707.92 | 2,508.25 |
| Almonte Old Town Hall | | | | | | | | | | |
| 14 | Labour | 9,000.00 | 8,500.00 | 500.00 | 6% | 8,145.94 | 8,943.27 | 8,094.36 | 10,012.53 | 6,953.00 |
| 15 | Other M & S | 1,500.00 | 2,000.00 | - 500.00 | -25% | 697.43 | 550.20 | 350.03 | 2,759.42 | 2,480.55 |
| 16 | Utilities | 21,000.00 | 22,000.00 | - 1,000.00 | -5% | 19,413.69 | 19,993.23 | 21,283.86 | 25,254.66 | 26,736.49 |
| 17 | Cleaning, Maint., Other Supplies | 1,750.00 | 2,000.00 | - 250.00 | -13% | 310.20 | 1,319.92 | 3,556.44 | 2,100.97 | 606.72 |
| 18 | Telephone | 1,200.00 | 1,200.00 | - | 0% | 950.04 | 1,320.63 | 1,134.70 | 1,117.83 | 1,558.67 |
| 19 | Insurance (Building Etc.) | 7,610.00 | 7,245.00 | 365.00 | 5% | 7,245.25 | 7,712.92 | 9,255.16 | 9,584.35 | 9,285.84 |
| 20 | Other S & R | 14,500.00 | 14,500.00 | - | 0% | 15,888.63 | 15,853.30 | 12,769.96 | 10,563.34 | 9,078.46 |
| 21 | Rentals & Maintenance | 15,000.00 | 16,000.00 | - 1,000.00 | -6% | 17,684.02 | 15,215.65 | 16,001.05 | 27,814.35 | 17,511.25 |
| 22 | Long Term Debt Payments-Town Hall | 197,728.00 | 197,726.00 | 2.00 | 0% | 197,724.37 | 198,147.35 | 197,033.49 | 205,014.31 | 205,020.28 |
| 23 | Capital Expenditures | 49,500.00 | 60,500.00 | - 11,000.00 | -22% | 3,243.49 | - | | 1,526.40 | 885.06 |
| 24 | To Reserves | | | - | 0% | 64,652.52 | 33,433.55 | 9,016.12 | 2,190.13 | 18,000.00 |
| | Total | 318,788.00 | 331,671.00 | - 12,883.00 | -4% | 335,955.58 | 302,490.02 | 278,495.17 | 297,938.29 | 298,116.32 |
| | Total Expenditures | 461,921.00 | 461,929.00 | - 8.00 | 0% | 458,977.30 | 446,862.98 | 428,637.27 | 435,520.55 | 432,807.40 |

**ADMINISTRATION BUDGET- BUILDINGS
2020**

MUNICIPAL OFFICE

SALARIES, WAGES & BENEFITS \$14,680.00

CLEANING ADMINISTRATION BUILDING PLUS 4% VACATION PAY

OTHER – M & S \$400.00

EMERGENCY LIGHT MAINTENANCE, FIRE
EXTINGUISHER SERVICE, CHRISTMAS DECORATIONS,
OTHER ITEMS THAT CANNOT BE PLACED ELSEWHERE, ETC.

UTILITIES \$16,000.00

HEAT AND HYDRO

CLEANING, MAINTENANCE, OTHER SUPPLIES \$1,500.00

PAPER TOWELS, CLEANING SUPPLIES, SOAPS, ETC.

INSURANCE \$12,040.00

MUNICIPAL OFFICE, CLAYTON COMMUNITY HALL, UNION HALL
NORTH LANARK MUSEUM

RENTALS & MAINTENANCE \$ 26,000.00

ELEVATOR MAINTENANCE, GRASS CUTTING, SNOW REMOVAL
RUG RENTAL, BUILDING REPAIRS

LONG TERM DEBT PAYMENTS \$58,013.00

EXPANSION OF MUNICIPAL OFFICE

OLD REGISTRY OFFICE

UTILITIES \$3,000.00

HEAT, HYDRO AND WATER

RENTALS & MAINTENANCE \$1,500.00

MINOR BUILDING REPAIRS

ALMONTE OLD TOWN HALL

| | |
|--|--------------|
| LABOUR | \$9,000.00 |
| CLEANING, REPAIRS ETC. | |
| OTHER – MATERIALS & SUPPLIES | \$1,500.00 |
| EMERGENCY LIGHT MAINTENANCE, FIRE EXTINGUISHER SERVICE, OTHER ITEMS THAT CANNOT BE PLACED ELSEWHERE, ETC. | |
| UTILITIES | \$21,000.00 |
| HEAT, HYDRO AND WATER | |
| CLEANING, MAINTENANCE, OTHER SUPPLIES | \$1,750.00 |
| CLEANING SUPPLIES, WASHROOM SUPPLIES,ETC. | |
| TELEPHONE | \$1,200.00 |
| CELL PHONE, OFFICE PHONE | |
| INSURANCE | \$7,610.00 |
| OTHER – SERVICES AND RENTALS | \$14,500.00 |
| CLEANING THE OLD TOWN HALL, ALARM MONITORING OTHER MISCELLANEOUS | |
| RENTALS & MAINTENANCE | \$15,000.00 |
| ELEVATOR LICENSE AND MAINTENANCE SNOW REMOVAL, BUILDING REPAIRS, ETC. | |
| LONG TERM DEBT PAYMENTS | \$197,728.00 |
| CAPITAL EXPENDITURES | \$49,500.00 |

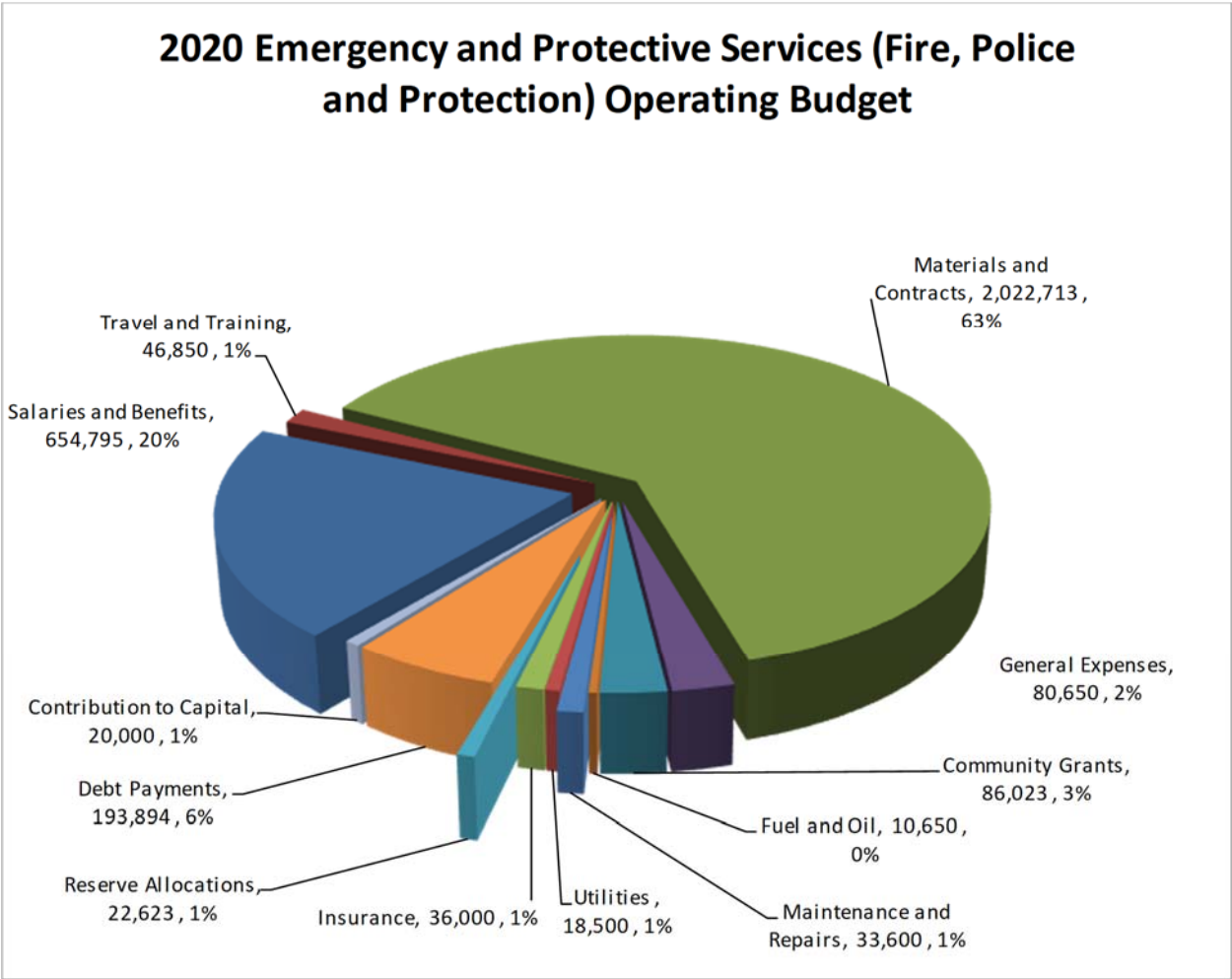
EMERGENCY AND PROTECTIVE SERVICES

Emergency and Protective services is made up of the Fire Department, Police, and other general protection such as by-law and animal control.

The **Fire Department** is comprised of a Fire Chief, District Chiefs, an Inspection Officer, Administrative Support and approximately 46 volunteer firefighters that operate out of two stations.

The Municipality is serviced by the Ontario Provincial **Police** (OPP) through a contract arrangement. Council has an oversight committee called the Community Policing Advisory Committee or CPAC.

Other Protection services are offered primarily by contract and include by-law services for such items as parking and animal control, facility management and health and safety.



Municipality of Mississippi Mills 2020 Budget Summary

Fire Department

| | A | B | C | D=B + C | E= C/B | |
|-----------------------------------|----------------|-----------------|----------------|------------------|-----------------------|--|
| | | 2019 | 2020 | 2020 | % 2020 | |
| | 2018 Actual | Approved Budget | Program Change | Requested Budget | Requested/2019 Budget | |
| Expenditures: | | | | | | |
| Remuneration, Salaries & Benefits | 389,637 | 422,310 | 65,577 | 487,887 | 15.53% | Includes Step increase, CPI |
| Travel & Training | 10,973 | 27,325 | 9,075 | 36,400 | 33.21% | |
| Materials & Contracts | 35,286 | 27,000 | 2,000 | 29,000 | 7.41% | Refer to detailed operating budget |
| General Operating Expenses | 75,636 | 59,946 | 10,304 | 70,250 | 17.19% | Refer to detailed operating budget |
| Community Grants | | - | | - | | |
| Fuel & Oil | 11,728 | 10,900 | (250) | 10,650 | -2.29% | |
| M&R (facilities, fleet etc.) | 39,366 | 29,700 | 3,900 | 33,600 | 13.13% | |
| Utilities | 17,419 | 19,229 | (729) | 18,500 | -3.79% | |
| Insurance | 33,256 | 36,000 | | 36,000 | 0.00% | |
| Transfers to Reserves | 47,360 | 22,623 | | 22,623 | | Reserve repayment for vehicles |
| Debt Repayments | 184,720 | 193,898 | (4) | 193,894 | 0.00% | Fire Trucks, Fire Halls and SCBA |
| Capital Expenditures | 39,632 | 21,220 | (1,220) | 20,000 | -5.75% | See Capital Budget |
| Total Expenditures | 885,013 | 870,151 | 88,653 | 958,804 | 10.19% | |
| Revenues | | | | | | |
| Grants | | | | | | |
| User Fees | 35,431 | 15,000 | (5,000) | 10,000 | -33.33% | Fees for fire callouts and motor vehicle accidents |
| Other Fees & Charges | | | | | | |
| Transfer from Reserves | 3,080 | | | - | 0.00% | |
| Transfer from DCs | 29,725 | 39,190 | 50 | 39,240 | 0.13% | Apply to Fire Hall Debt payments per DC study |
| Total Revenues | 68,236 | 54,190 | (4,950) | 49,240 | -9.13% | |
| Net Levy | 816,777 | 815,961 | 93,603 | 909,564 | 11.47% | |

| FIRE DEPARTMENT | | | | | | | | | | |
|------------------------|------------------------------------|-------------------|-------------------|------------------|---------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 2020 Budget | | | | | | | | | | |
| | | 2020 | 2019 | \$ | % | 2019 | 2018 | 2017 | 2016 | 2015 |
| Line # | Description | Budget | Budget | Change | Change | Actual | Actual | Actual | Actual | Actual |
| 1 | Salaries, Wages & Benefits | 487,887.00 | 422,310.00 | 65,577.00 | 16% | 424,730.65 | 389,636.91 | 322,624.89 | 346,056.91 | 307,679.97 |
| 2 | Office Supplies | 2,500.00 | 2,200.00 | 300.00 | 14% | 3,116.18 | 3,429.65 | 4,028.86 | 1,796.08 | 2,586.40 |
| 3 | Special Circumstances Expense | | | - | 0% | | 24,147.44 | 2,773.37 | 33,396.38 | 29,049.29 |
| 4 | Other M & S | 2,500.00 | 2,200.00 | 300.00 | 14% | 6,389.22 | 2,494.77 | 2,288.23 | 4,232.88 | 1,100.00 |
| 5 | Utilities | 18,500.00 | 19,229.00 | - 729.00 | -4% | 17,627.52 | 17,418.98 | 19,428.79 | 18,929.50 | 19,456.30 |
| 6 | Cleaning, Maint and other supplies | 1,500.00 | 1,500.00 | - | 0% | 3,189.91 | 1,744.42 | 999.97 | 1,203.86 | 1,313.08 |
| 7 | Postage & Courier Services | 300.00 | 300.00 | - | 0% | | 95.34 | 187.16 | 221.95 | 104.00 |
| 8 | Telephone | 4,000.00 | 3,396.00 | 604.00 | 18% | 3,385.00 | 2,730.76 | 2,793.09 | 3,016.91 | 2,668.32 |
| 9 | Computer Services Expense | 2,500.00 | 2,200.00 | 300.00 | 14% | 1,161.88 | 351.26 | 5,481.95 | 831.09 | 4,116.07 |
| 10 | Travelling Expense | 1,200.00 | 1,200.00 | - | 0% | 200.24 | 616.38 | 283.64 | 528.70 | 903.18 |
| 11 | Equipment Rentals, Other | 2,250.00 | 2,250.00 | - | 0% | 1,367.23 | 3,138.08 | 402.96 | 2,216.33 | 2,326.23 |
| 12 | Memberships | 1,200.00 | 1,125.00 | 75.00 | 7% | 1,254.49 | 1,148.04 | 848.62 | 1,148.62 | 638.62 |
| 13 | Association & Convention | 4,000.00 | 4,000.00 | - | 0% | 3,666.77 | 3,605.70 | 3,205.14 | 4,237.00 | 3,873.87 |
| 14 | Insurance (Building Etc.) | 36,000.00 | 36,000.00 | - | 0% | 32,330.42 | 33,256.11 | 38,656.58 | 34,578.59 | 33,272.96 |
| 15 | Other S & R | 13,000.00 | 15,000.00 | - 2,000.00 | -13% | 16,358.85 | 10,475.92 | 7,581.21 | 9,746.10 | 4,428.15 |
| 16 | Contract Fees | 14,000.00 | 14,000.00 | - | 0% | 8,166.69 | 16,640.33 | 12,270.23 | 12,323.18 | 5,675.30 |
| 17 | Misc. Equipment Expense | 12,000.00 | 11,500.00 | 500.00 | 4% | 28,602.08 | 21,302.05 | 13,378.08 | 10,159.33 | 7,679.96 |
| 18 | Personnel (Clothing, Etc.) | 11,200.00 | 6,200.00 | 5,000.00 | 81% | 17,568.79 | 5,843.08 | 5,887.75 | 5,730.23 | 3,172.22 |
| 19 | Fire Prevention Inspections | 10,000.00 | 4,200.00 | 5,800.00 | 138% | 2,066.82 | 841.40 | 4,084.45 | 4,031.89 | 4,999.47 |
| 20 | Communications | 5,500.00 | 5,500.00 | - | 0% | 2,499.70 | 5,968.35 | 9,743.77 | 4,827.99 | 4,960.16 |
| 21 | Automatic Aid | 13,000.00 | 13,000.00 | - | 0% | 12,976.50 | 12,620.00 | 12,285.00 | 11,951.00 | 11,562.50 |
| 22 | Hydrant Rental | 3,500.00 | 3,500.00 | - | 0% | 3,500.00 | 3,500.00 | 3,500.00 | 3,500.00 | 3,500.00 |
| 23 | Training | 30,000.00 | 21,000.00 | 9,000.00 | 43% | 25,755.68 | 5,603.20 | 17,275.66 | 11,417.40 | 9,813.93 |
| 24 | Contract Repairs/Maintenance | 15,000.00 | 13,000.00 | 2,000.00 | 15% | 9,167.51 | 18,645.60 | 11,496.88 | 12,287.69 | 15,609.75 |
| 25 | Loan Repayments | 193,894.00 | 193,898.00 | - 4.00 | 0% | 197,386.61 | 184,720.22 | 134,856.69 | 160,348.07 | 160,349.86 |
| 26 | Capital Expenditure | 20,000.00 | 21,220.00 | - 1,220.00 | -6% | 11,008.73 | 39,632.17 | 83,443.97 | 64,008.85 | 77,230.38 |
| 27 | To Reserves | 22,623.00 | 22,623.00 | - | 0% | 110,743.00 | 47,360.40 | 16,736.00 | 10,223.17 | 10,152.50 |
| | Subtotal | 928,054.00 | 842,551.00 | 85,503.00 | 10% | 944,220.47 | 856,966.56 | 736,542.94 | 772,949.70 | 728,222.47 |

| | | 2020 | 2019 | \$ | % | 2019 | 2018 | 2017 | 2016 | 2015 |
|--------|---------------------------------------|-------------------|-------------------|------------------|------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Line # | Description | Budget | Budget | Change | Change | Actual | Actual | Actual | Actual | Actual |
| | Vehicles and Equipment | | | | | | | | | |
| 28 | M&R Parts | 1,500.00 | 1,500.00 | - | 0% | 119.98 | - | | | 78.16 |
| 29 | Fuel & Oil | 10,650.00 | 10,900.00 | - 250.00 | -2% | 9,221.54 | 11,727.54 | 8,357.39 | 9,513.15 | 11,220.19 |
| 30 | Licences | 100.00 | 100.00 | - | 0% | 120.00 | 915.52 | 196.21 | 1,476.91 | 108.00 |
| 31 | Repairs & Maintenance | 18,500.00 | 15,100.00 | 3,400.00 | 23% | 26,836.21 | 15,404.40 | 16,631.64 | 15,689.62 | 10,981.14 |
| | Total Vehicles & Equipment | 30,750.00 | 27,600.00 | 3,150.00 | 11% | 36,297.73 | 28,047.46 | 25,185.24 | 26,679.68 | 22,387.49 |
| | Total Fire | 958,804.00 | 870,151.00 | 88,653.00 | 10% | 980,518.20 | 885,014.02 | 761,728.18 | 799,629.38 | 750,609.96 |

**FIRE DEPARTMENT BUDGET
2020**

SALARIES, WAGES AND BENEFITS \$487,887.00

FIRE CHIEF, INSPECTION OFFICER, ADMIN. SUPPORT
VOLUNTEERS, HONORARIUMS FOR OFFICERS AND STATUTORY BENEFITS

OFFICE SUPPLIES \$2,500.00

PAPER SUPPLIES, FIREHALL SUPPLIES, FIRE PREVENTION & EDUCATION
SUPPLIES, MANUALS, ETC.

OTHER MATERIALS & SUPPLIES \$2,500.00

MISCELLANEOUS ITEMS THAT CANNOT BE ACCOUNTED FOR ELSEWHERE

UTILITIES \$18,500.00

HEAT, HYDRO AND WATER FOR BOTH STATIONS

CLEANING, MAINT & OTHER SUPPLIES \$1,500.00

CLEANING AND WASHROOM SUPPLIES FOR BOTH STATIONS

POSTAGE & COURIER \$300.00

TELEPHONE \$4,000.00

PHONE LINES AND CELL PHONES

COMPUTER SERVICES EXPENSE \$2,500.00

IT SUPPORT

TRAVELLING EXPENSES \$1,200.00

MILEAGE COSTS FOR CHIEF, DEPUTY CHIEF AND OTHER TRAVEL

EQUIPMENT RENTAL \$2,250.00

RENTAL OF EQUIPMENT AS REQUIRED

ASSOCIATION & CONVENTION \$4,000.00

ONTARIO ASSOCIATION OF FIRE CHIEFS, ZONE MEETINGS
FIRE CHIEF'S CONVENTION

INSURANCE \$36,000.00

BUILDINGS, EQUIPMENT AND VEHICLES, ACCIDENT AND SICKNESS FOR
FIREFIGHTERS

* FIREFIGHTERS PAY FOR OWN 24 HR COVERAGE FOR ACCIDENT INSURANCE

OTHER – SERVICES & RENTALS \$13,000.00

LICENCE RENEWALS FOR RADIOS, BUILDING MAINTENANCE,
VOLUNTEER APPRECIATION NIGHT, OTHER MISC.

CONTRACT FEES \$14,000.00

SNOW REMOVAL, SEPTIC PUMPING, AIR TANK FILLING
EXTERIOR MAINTENANCE

EQUIPMENT EXPENSE \$12,000.00

INCLUDES REPAIRS AND UPDATES TO PORTABLE PUMPS, S.C.B. APPARATUS,
BUNKER CLEANING AND REPAIRS AND ALL OTHER FIREFIGHTING EQUIPMENT

PERSONNEL (CLOTHING) \$11,200.00

UNIFORMS, HELMETS, COVERALLS, ETC.

FIRE PREVENTION \$10,000.00

OTHER MATERIALS & SERVICES PROVIDED RELATING TO FIRE
PREVENTION

COMMUNICATIONS \$5,500.00

REPAIRS, UPDATES TO PAGERS, PORTABLES, MOBILES

AUTOMATIC AID \$13,000.00

AGREEMENT WITH CARLETON PLACE FOR FIRST RESPONSE TO
AREAS IN MISSISSIPPI MILLS

HYDRANT RENTAL \$3,500.00

FEE PAID TO WATER AND SEWER BUDGET

TRAINING \$30,000.00

FIRST AID, CPR, DE-FIB, FIRE COLLEGE, TRAINING REQUIRED
UNDER LEGISLATION

CONTRACTS, REPAIRS/MAINTENANCE \$15,000.00

MINOR BUILDING REPAIRS, HALL CLEANING

LOAN PAYMENTS \$193,894.00

FIRE HALLS, VEHICLES AND SCBA

CAPITAL EXPENDITURES \$20,000.00

TO RESERVES \$22,623.00

VEHICLE EXPENSES \$30,750.00

COSTS RELATED TO MAINTENANCE, PARTS, FUEL, SUPPLIES AND SAFETY CHECKS
FOR VEHICLES

Municipality of Mississippi Mills 2020 Budget Summary

Police

| | A | B | C | D=B + C | E= C/B | |
|-------------------------------|------------------|------------------|----------------|------------------|-----------------------|-----------------------------|
| | | 2019 | 2020 | 2020 | % 2020 | |
| | 2018 Actual | Approved Budget | Program Change | Requested Budget | Requested/2019 Budget | |
| Expenditures: | | | | | | |
| Remuneration, Salaries & Bene | 600 | 800 | | 800 | 0.00% | Honorarioums |
| Travel & Training | 6,136 | 6,700 | | 6,700 | 0.00% | |
| Materials & Contracts | 1,866,420 | 1,876,772 | 55,941 | 1,932,713 | 2.98% | |
| General Operating Expenses | 794 | 1,400 | | 1,400 | 0.00% | |
| Community Grants | | | | | | |
| Fuel & Oil | | | | | | |
| M&R (facilities, fleet etc.) | | | | | | |
| Utilities | | | | | | |
| Insurance | | | | | | |
| Transfers to Reserves | - | | | - | | |
| Debt Repayments | | | | | | |
| Capital Expenditures | | | | | | |
| Total Expenditures | 1,873,950 | 1,885,672 | 55,941 | 1,941,613 | 2.97% | |
| Revenues | | | | | | |
| Grants | - | - | | | | |
| User Fees | | | | | | |
| Other Fees & Charges | 600 | - | | - | 0.00% | Police-other (false alarms) |
| Transfer from Reserves | 45,720 | 20,000 | 9,000 | 29,000 | 45.00% | |
| Transfer from DCs | | | | | | |
| Total Revenues | 46,320 | 20,000 | 9,000 | 29,000 | 45.00% | |
| Net Levy | 1,827,630 | 1,865,672 | 46,941 | 1,912,613 | 2.52% | |

| PROTECTION TO PERSONS AND PROPERTY-POLICE | | | | | | | | | | |
|--|---------------------------|---------------------|---------------------|------------------|-----------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 2020 Budget | | | | | | | | | | |
| | | 2020 | 2019 | \$ | % | 2019 | 2018 | 2017 | 2016 | 2015 |
| Line # | Description | Budget | Budget | Change | Change | Actual | Actual | Actual | Actual | Actual |
| 1 | Other Honorariums | 800.00 | 800.00 | - | 0% | 1,000.00 | 600.00 | 700.00 | 600.00 | 600.00 |
| 2 | Other M & S | 750.00 | 750.00 | - | 0% | 1,048.47 | 93.44 | 324.96 | 1,780.50 | 161.55 |
| 3 | Telephone | 650.00 | 650.00 | - | 0% | 737.06 | 700.44 | 658.28 | 613.32 | 606.65 |
| 4 | Travelling Expense | 1,200.00 | 1,200.00 | - | 0% | 1,125.58 | 1,826.77 | 1,638.85 | 802.77 | 909.88 |
| 5 | Association & Convention | 5,500.00 | 5,500.00 | - | 0% | 3,871.53 | 4,309.12 | 3,209.12 | 2,537.00 | 3,177.20 |
| 6 | OPP Contract | 1,932,713.00 | 1,876,772.00 | 55,941.00 | 3% | 1,876,776.00 | 1,866,420.00 | 1,820,736.00 | 1,782,144.00 | 1,548,336.00 |
| 7 | To Reserves | | | - | 0% | 12,405.6300 | | 17,260.26 | 13,258.52 | 4,059.00 |
| | Total Expenditures | 1,941,613.00 | 1,885,672.00 | 55,941.00 | 3% | 1,896,964.27 | 1,873,949.77 | 1,844,527.47 | 1,801,736.11 | 1,557,850.28 |

POLICE BUDGET 2020

| | |
|---|----------------|
| REMUNERATION, SALARIES AND BENEFITS | \$800.00 |
| HONORARIUM FOR POLICE SERVICE BOARD MEMBERS \$100 / MEETING | |
| OTHER – MATERIALS & SUPPLIES | \$750.00 |
| MISCELLANEOUS ITEMS REQUIRED FOR ESO, EXPENSES FOR, JOINT LANARK COUNTY MEETINGS, PROMOTIONAL MATERIALS FOR SCHOOLS | |
| TELEPHONE | \$650.00 |
| FOR COMMUNITY POLICING OFFICE | |
| TRAVELLING EXPENSE | \$1,200.00 |
| FOR CPAC MEMBERS TO ATTEND CONFERENCES, ETC. | |
| ASSOCIATION & CONVENTION | \$5,500.00 |
| ATTENDANCE BY CPAC MEMBERS AT CONFERENCES INCLUDES HOTEL ACCOMMODATION, REGISTRATION FEES, ETC. TRAINING EXPENSES FOR CPAC MEMBERS OAPSB ZONE 2 CDN ASSOC. OF POLICE BRDS OAPSB MEMBERSHIP | |
| OPP CONTRACT | \$1,932,713.00 |

CONTRACT IS CALCULATED AS THE TOTAL OF:

- BASE SERVICE COSTS (TOTAL SALARIES AND BENEFITS FOR UNIFORMED OFFICERS, CIVILIAN STAFF AND SUPPORT STAFF PLUS OTHER DIRECT OPERATING COSTS) DIVIDED BY THE NUMBER OF MUNICIPAL PROPERTIES SERVICED BY THE OPP MULTIPLIED BY THE TOTAL NUMBER OF PROPERTIES IN MISSISSIPPI MILLS
- CALLS FOR SERVICE COSTS (TOTAL SALARIES AND BENEFITS FOR UNIFORMED OFFICERS, CIVILIAN STAFF AND SUPPORT STAFF PLUS OTHER DIRECT OPERATING COSTS) USING AVERAGE OF 4 YEARS OF CALLS FOR SERVICE AND THEN WEIGHTED BY THE STANDARD TIME PER CALL
- A CALCULATION FOR OVERTIME
- A SHARE OF PRISONER TRANSPORTATION COSTS
- A SHARE OF ACCOMMODATION AND CLEANING SERVICES.
- RECONCILIATIONS OF THE CONTRACT TO ACTUAL COSTS FROM PREVIOUS YEARS

Municipality of Mississippi Mills 2020 Budget Summary

Protection

| | A | B | C | D=B + C | E= C/B | |
|-------------------------------|----------------|-----------------|----------------|------------------|------------------------|---|
| | | 2019 | 2020 | 2020 | % 2020 | |
| | 2018 Actual | Approved Budget | Program Change | Requested Budget | Requested/ 2019 Budget | |
| Expenditures: | | | | | | |
| Remuneration, Salaries & Bene | 158,234 | 159,639 | 16,269 | 175,908 | 10.19% | Includes bylaw services from building dept and H&S/Facility manager |
| Travel & Training | 996 | 4,200 | (450) | 3,750 | -10.71% | |
| Materials & Contracts | 22,778 | 26,000 | 35,000 | 61,000 | 134.62% | Animal control and by-law contracts |
| General Operating Expenses | 13,143 | 8,900 | 100 | 9,000 | 1.12% | |
| Community Grants | 73,171 | 79,872 | 6,151 | 86,023 | 7.70% | MVC Levy |
| Fuel & Oil | | | | | | |
| M&R (facilities, fleet etc.) | | | | | | |
| Utilities | | | | | | |
| Insurance | | | | | | |
| Transfers to Reserves | | | | | | |
| Debt Repayments | | | | | | |
| Capital Expenditures | 7,840 | - | | - | 0.00% | Refer to capital budget |
| Total Expenditures | 276,162 | 278,611 | 57,070 | 335,681 | 20.48% | |
| Revenues | | | | | | |
| Grants | 11,499 | 4,000 | | 4,000 | 0.00% | Recovery of livestock valuations included in expenses noted above |
| User Fees | 7,960 | 7,500 | | 7,500 | 0.00% | Sale of dog tags |
| Other Fees & Charges | 9,358 | 8,500 | | 8,500 | | Parking Fines |
| Transfer from Reserves | | - | | - | | |
| Transfer from DCs | | | | | | |
| Total Revenues | 28,817 | 20,000 | - | 20,000 | 0.00% | |
| Net Levy | 247,345 | 258,611 | 57,070 | 315,681 | 22.07% | |

PROTECTION TO PERSONS & PROPERTY

2020 Budget

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|---------------------------|---------------------------------------|-------------------|------------------|------------------|-------------|------------------|------------------|------------------|------------------|------------------|
| MVC | | | | | | | | | | |
| 1 | Grant to MVC | 86,023.00 | 79,872.00 | 6,151.00 | 8% | 79,872.00 | 73,171.00 | 68,796.00 | 65,578.00 | 63,076.00 |
| Animal Control | | | | | | | | | | |
| 2 | Animal Control Other M & S | 400.00 | 400.00 | - | 0% | 694.19 | 363.11 | 536.62 | 231.61 | 644.25 |
| 3 | Animal Control Contract | 26,000.00 | 26,000.00 | - | 0% | 24,918.15 | 22,778.28 | 23,400.02 | 23,590.45 | 21,448.90 |
| | Total | 26,400.00 | 26,400.00 | - | 0% | 25,612.34 | 23,141.39 | 23,936.64 | 23,822.06 | 22,093.15 |
| By-Law Enforcement | | | | | | | | | | |
| 4 | Remuneration | 67,600.00 | 48,200.00 | 19,400.00 | 40% | 36,307.32 | 50,571.70 | 39,835.91 | 37,453.03 | 20,849.29 |
| 5 | Bylaw Enforcement-Postage & Courier | 250.00 | 250.00 | - | 0% | 1,475.08 | 526.52 | 32.98 | 772.28 | 11.42 |
| 6 | Bylaw Enforcement Legal Fees | 500.00 | | 500.00 | 0% | | 599.37 | | 567.31 | |
| 7 | Bylaw Enforcement Travelling Expense | 100.00 | | 100.00 | 0% | | | | 121.35 | |
| 8 | By-law Contract | 35,000.00 | | 35,000.00 | | | | | | |
| | Total | 103,450.00 | 48,450.00 | 55,000.00 | 0% | 37,782.40 | 51,697.59 | 39,868.89 | 38,913.97 | 20,860.71 |
| Accessibility | | | | | | | | | | |
| 9 | Accessibility Office Supplies | | | - | 0% | | | | | |
| 10 | Accessibility Travelling Expense | | | - | #DIV/0! | | | | | |
| 11 | Accessibility Conferences | | | - | 0% | | | | | |
| 12 | Accessibility Promotional/Educational | 500.00 | 1,200.00 | 700.00 | 0% | 216.75 | | 210.64 | | |
| 13 | Accessibility Reference Materials | | | - | 0% | | | | | |
| | Total | 500.00 | 1,200.00 | -700.00 | -58% | 216.75 | - | 210.64 | - | - |
| Livestock | | | | | | | | | | |
| 14 | Livestock Remuneration | 2,000.00 | 2,000.00 | - | 0% | 854.72 | 1,554.72 | 779.57 | 2,019.17 | 2,386.96 |
| 15 | Livestock Other M & S | 100.00 | 100.00 | - | 0% | 28.10 | | | | 20.00 |
| 16 | Livestock Valuations | 4,000.00 | 4,000.00 | - | 0% | 9,074.70 | 10,929.35 | 8,409.40 | 20,752.00 | 24,180.00 |
| | Total | 6,100.00 | 6,100.00 | - | 0% | 9,957.52 | 12,484.07 | 9,188.97 | 22,771.17 | 26,586.96 |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|--------|---|-------------------|-------------------|--------------------|----------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | Health & Safety | | | | | | | | | |
| 17 | Health & Safety Training | 2,000.00 | 2,000.00 | - | 0% | 1,605.92 | 40.60 | 4,009.44 | 2,254.99 | - |
| 18 | Salaries, Wages & Benefits | 97,308.00 | 109,639.00 | - 12,331.00 | -11% | 100,861.76 | 106,107.99 | 100,762.51 | 52,410.69 | |
| 19 | Telephone | 1,200.00 | 1,200.00 | - | 0% | 1,051.17 | 724.99 | 1,166.24 | | |
| 20 | Travelling Expense | 250.00 | 250.00 | - | 0% | | | - | 16.32 | |
| 21 | Memberships | - | 300.00 | - 300.00 | -100% | | | | | |
| 22 | Conferences/Training | 750.00 | 1,000.00 | - 250.00 | -25% | 503.71 | 96.67 | 875.14 | | |
| 23 | Capital Expenditure | | | - | #DIV/0! | | 7,839.93 | 10,094.58 | 1,483.21 | 8,033.90 |
| | Total | 101,508.00 | 114,389.00 | - 12,881.00 | #DIV/0! | 104,022.56 | 114,810.18 | 116,907.91 | 56,165.21 | 8,033.90 |
| | Emergency Management | | | | | | | | | |
| 24 | Emergency Management Office Supplies | 700.00 | 700.00 | - | 0% | | | 610.56 | | 223.52 |
| 25 | Emergency Management Travelling Expense | 150.00 | 150.00 | - | 0% | | | | 83.44 | |
| 26 | Emergency Management Conferences & Training | 500.00 | 500.00 | - | 0% | 500.00 | 858.87 | 876.75 | 928.97 | 642.12 |
| 27 | Emergency Management Public Awareness | 850.00 | 850.00 | - | 0% | 254.66 | | 368.37 | 549.50 | 363.17 |
| | Total | 2,200.00 | 2,200.00 | - | 0% | 754.66 | 858.87 | 1,855.68 | 1,561.91 | 1,228.81 |
| | Crossing Guards | | | | 0% | | | | | |
| 28 | Labour | 9,000.00 | - | | 0% | 271.14 | | | | |
| 29 | Materials and Supplies | 500.00 | - | | 0% | | | | | |
| | Total | 9,500.00 | - | | 0% | 271.14 | | | | |
| | Total Expenditures | 335,681.00 | 278,611.00 | 47,570.00 | 17% | 258,489.37 | 276,163.10 | 260,764.73 | 208,812.32 | 141,879.53 |

**PROTECTION TO PERSONS AND PROPERTY BUDGET
2020**

MISSISSIPPI VALLEY CONSERVATION \$86,023.00

2020 ESTIMATED LEVY

ANIMAL CONTROL

OTHER – MATERIALS & SUPPLIES \$400.00

INCLUDES ITEMS SUCH AS DOG TAGS, DOG TAG NOTICES, MEDICAL COSTS, RECEIPT BOOKS, ETC.

CONTRACTED SERVICES \$26,000.00

POUND AND ANIMAL CONTROL SERVICES

BY-LAW ENFORCEMENT

REMUNERATION \$67,600.00

STAFF COSTS RELATED TO BY- LAW ENFORCEMENT

POSTAGE AND COURIER \$250.00

AS REQUIRED

LEGAL FEES \$500.00

AS REQUIRED

TRAVELLING EXPENSE \$100.00

CONTRACT \$35,000.00

CONTRACT FOR BY-LAW ENFORCEMENT SERVICES

ACCESSIBILITY

PROMOTIONAL/EDUCATIONAL \$500.00

PUBLIC AWARENESS RELATED TO ACCESSIBILITY

LIVESTOCK

REMUNERATION \$2,000.00

LIVESTOCK VALUERS

OTHER – MATERIALS & SUPPLIES \$100.00

PURCHASE LIVESTOCK FORMS FROM MUNICIPAL WORLD

VALUATIONS \$4,000.00

REIMBURSE LANDOWNERS FOR LIVESTOCK KILLED

NOTE: IF LIVESTOCK KILLED BY WOLVES, MONIES ARE REIMBURSED 100% BY THE
MINISTRY OF AGRICULTURE

HEALTH & SAFETY

TRAINING \$2,000.00

TRAINING FOR ALL STAFF, DEVELOPMENT OF POLICIES

SALARIES, WAGES & BENEFITS \$97,308.00

HEALTH & SAFETY/FACILITIES MANAGER

TELEPHONE \$1,200.00

TRAVEL EXPENSE \$250.00

MILEAGE

MEMBERSHIPS \$.00

ASSOCIATION & CONVENTION \$750.00

EMERGENCY PLANNING & MANAGEMENT

OFFICE SUPPLIES \$700.00

PAPER, GENERAL SUPPLIES

TRAVEL \$150.00

CONFERENCES & TRAINING \$500.00

EMERGENCY MANAGEMENT COURSES AND TRAINING

PUBLIC AWARENESS \$850.00

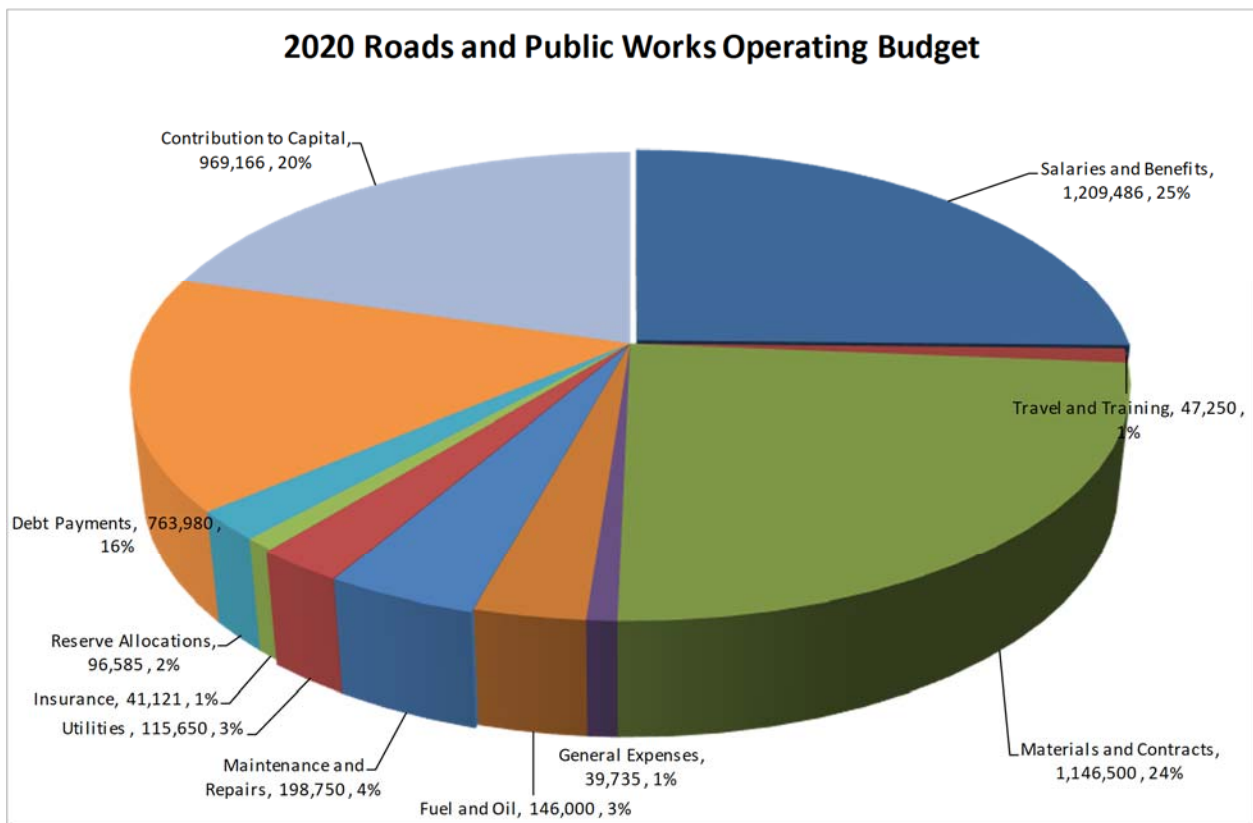
CALENDARS, MAGNETS ETC.

CROSSING GUARDS

| | |
|----------------------|------------|
| LABOUR | \$9,000.00 |
| MATERIALS & SUPPLIES | \$500.00 |

ROADS AND PUBLIC WORKS

The **Roads and Public Works Department** is responsible for providing some of the basic services that affect the daily lives of those who live and work in Mississippi Mills. The department oversees approximately 379 km of maintained public roads of which 193 km are hard surfaced and 186 km are gravel. Maintenance activities of roads include grading, dust control, sign installation, street sweeping and winter control activities such as plowing, sanding, salting and snow removal.



Municipality of Mississippi Mills 2020 Budget Summary

Transportation

| | A | B | C | D=B + C | E= C/B | |
|-------------------------------|------------------|----------------------|---------------------|-----------------------|------------------------------|---|
| | 2018 Actual | 2019 Approved Budget | 2020 Program Change | 2020 Requested Budget | % 2020 Requested/2019 Budget | |
| Expenditures: | | | | | | |
| Remuneration, Salaries & Bene | 1,202,418 | 1,172,932 | 36,554 | 1,209,486 | 3.12% | Includes Step increases, CPI, union hourly rate increase |
| Travel & Training | 24,486 | 46,250 | 1,000 | 47,250 | 2.16% | |
| Materials & Contracts | 990,072 | 1,034,500 | 112,000 | 1,146,500 | 10.83% | Refer to detailed operating budget |
| General Operating Expenses | 47,370 | 32,213 | 7,522 | 39,735 | 23.35% | |
| Community Grants | - | - | - | - | 0.00% | |
| Fuel & Oil | 167,863 | 132,825 | 13,175 | 146,000 | 9.92% | |
| M&R (facilities, fleet etc.) | 217,977 | 197,750 | 1,000 | 198,750 | 0.51% | |
| Utilities | 126,170 | 140,400 | (24,750) | 115,650 | -17.63% | |
| Insurance | 38,094 | 39,165 | 1,956 | 41,121 | 4.99% | |
| Transfers to Reserves | 102,061 | 71,185 | 25,400 | 96,585 | 35.68% | Repayment fo vehicles/equipment, street light, storm, union street etc. |
| Debt Repayments | 448,725 | 702,242 | 61,738 | 763,980 | 8.79% | Roads, bridges and equipment |
| Capital Expenditures | 1,475,657 | 1,385,914 | (416,748) | 969,166 | -30.07% | Refer to detailed capital budget |
| Total Expenditures | 4,840,893 | 4,955,376 | (181,153) | 4,774,223 | -3.66% | |
| Revenues | | | | | | |
| Grants | 26,888 | 26,700 | 1,080 | 27,780 | 4.04% | Sidewalk agreement-County of Lanark |
| User Fees | | | | | | |
| Other Fees & Charges | 3,625 | 5,000 | 500 | 5,500 | 10.00% | Roadway fees |
| Transfer from Reserves | | | | | | |
| Transfer from DCs | 60,075 | 60,000 | (3,370) | 56,630 | -5.62% | Debt payments-Ottawa St. |
| Total Revenues | 90,588 | 91,700 | (1,790) | 89,910 | -1.95% | |
| Net Levy | 4,750,305 | 4,863,676 | (179,363) | 4,684,313 | -3.69% | |

| TRANSPORTATION | | | | | | | | | | |
|-----------------------|---------------------------------------|---------------------|---------------------|---------------------|---------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 2020 Budget | | | | | | | | | | |
| | | 2020 | 2019 | \$ | % | 2019 | 2018 | 2017 | 2016 | 2015 |
| Line # | Description | Budget | Budget | Change | Change | Actual | Actual | Actual | Actual | Actual |
| | | | | | | (To Sept 30/19) | | | | |
| | Administration | | | | | | | | | |
| 1 | Salaries, & Wages and Benefits | 590,586.00 | 567,032.00 | 23,554.00 | 4% | 627,974.05 | 591,294.82 | 559,794.02 | 535,091.00 | 557,610.89 |
| 2 | Office Supplies | 14,500.00 | 10,000.00 | 4,500.00 | 45% | 6,132.45 | 9,470.01 | 20,235.19 | 12,131.84 | 8,215.79 |
| 3 | Postage & Courier Services | 2,000.00 | 1,500.00 | 500.00 | 33% | 2,427.77 | 959.17 | 1,207.61 | 1,165.36 | 1,638.61 |
| 4 | Telephone | 1,500.00 | 1,400.00 | 100.00 | 7% | 1,691.78 | 1,349.75 | 1,339.08 | 1,307.41 | 979.62 |
| 5 | Legal Fees | 1,100.00 | 1,100.00 | - | 0% | 526.61 | 1,093.86 | 2,298.40 | 427.22 | 156.98 |
| 6 | Engineering/Other Professional Fees | 6,600.00 | 6,600.00 | - | 0% | 9,111.65 | 3,774.07 | 4,675.88 | 6,524.07 | 7,101.35 |
| 7 | Advertising | 500.00 | 500.00 | - | 0% | 330.72 | 548.18 | | 962.93 | |
| 8 | Travelling Expense | 2,400.00 | 2,400.00 | - | 0% | 1,940.38 | 439.63 | 2,003.86 | 491.07 | 2,016.27 |
| 9 | Association & Convention | 4,300.00 | 4,300.00 | - | 0% | 4,268.66 | 3,363.73 | 2,750.18 | 3,378.25 | 2,168.86 |
| 10 | Seminars | 650.00 | 650.00 | - | 0% | 262.38 | 110.00 | 381.60 | 962.18 | 461.70 |
| 11 | Insurance (Building Etc.) | 28,065.00 | 26,730.00 | 1,335.00 | 5% | 26,730.14 | 28,172.73 | 42,371.76 | 50,641.82 | 50,451.01 |
| 12 | Other S & R | 4,000.00 | 2,500.00 | 1,500.00 | 60% | 11,951.30 | 3,100.98 | 3,938.00 | 4,711.93 | 2,641.86 |
| 13 | Personnel (Clothing, Etc.) | 14,000.00 | 13,000.00 | 1,000.00 | 8% | 13,767.15 | 15,580.69 | 37,868.67 | 14,385.26 | 12,332.89 |
| 14 | Communications | 15,000.00 | 15,000.00 | - | 0% | 14,563.70 | 11,493.04 | 11,261.47 | 11,824.99 | 12,723.23 |
| 15 | Technical Courses | 23,300.00 | 23,300.00 | - | 0% | 11,807.84 | 18,871.75 | 17,847.95 | 22,094.38 | 22,861.14 |
| 16 | Personnel (Courses/Memberships, Etc.) | 2,600.00 | 2,600.00 | - | 0% | 1,575.29 | 1,701.22 | 2,882.53 | 2,197.04 | 1,625.03 |
| 17 | Fuel & Oil | | | - | 0% | 9,392.32 | 20,343.50 | 12,980.81 | 4,126.58 | 4,418.26 |
| 18 | Machine Rental (town) | | | - | 0% | | | | | 13.20 |
| 19 | Town Equipt. Rental Adjustment | - 403,200.00 | - 386,800.00 | 16,400.00 | 4% | - 499,317.68 | - 480,636.83 | - 478,280.55 | - 499,491.87 | - 407,873.05 |
| 20 | Long Term Debt Charges-Roads | 548,420.00 | 486,678.00 | 61,742.00 | 13% | 468,293.62 | 303,715.16 | 264,723.63 | 243,481.56 | 198,195.68 |
| 21 | Capital Expenditure | 969,166.00 | 1,385,914.00 | 416,748.00 | -30% | 910,696.46 | 1,475,656.83 | 1,007,272.54 | 654,200.62 | 762,338.97 |
| 22 | To Reserves | 96,585.00 | 71,185.00 | 25,400.00 | 36% | 519,088.40 | 102,061.00 | 384,009.01 | 526,740.00 | 480,322.00 |
| | Total Administration | 1,922,072.00 | 2,235,589.00 | - 313,517.00 | -14% | 2,143,214.99 | 2,112,463.29 | 1,875,600.02 | 1,597,353.64 | 1,711,563.77 |
| | Almonte Ward Garage | | | | | | | | | |
| 23 | Almonte Ward Garage Labour | 400.00 | 400.00 | - | 0% | 89.75 | 143.22 | 833.39 | 99.00 | 381.97 |
| 24 | Almonte Ward Garage-Other | 1,000.00 | 1,250.00 | 250.00 | -20% | 868.03 | 910.59 | 1,116.34 | 890.45 | 1,093.47 |
| | Total | 1,400.00 | 1,650.00 | - 250.00 | -15% | 957.78 | 1,053.81 | 1,949.73 | 989.45 | 1,475.44 |
| | Pak. Ward Garage | | | | | | | | | |
| 25 | Pak. Ward Garage Labour | 3,100.00 | 3,100.00 | - | 0% | 1,905.41 | 908.72 | 3,897.13 | 8,108.87 | 4,411.32 |
| 26 | Pak. Ward Garage Utilities | 6,850.00 | 8,100.00 | 1,250.00 | -15% | 6,847.73 | 6,025.00 | 7,139.64 | 6,707.67 | 7,152.77 |
| 27 | Pak. Ward Garage Telephone | 1,400.00 | 1,400.00 | - | 0% | 1,412.62 | 1,458.47 | 1,271.17 | 1,037.58 | 1,106.49 |
| 28 | Pak. Ward Garage Insurance | 702.00 | 669.00 | 33.00 | 5% | 669.13 | 288.36 | 441.35 | 438.77 | 425.79 |
| 29 | Pak. Ward Garage Other | 500.00 | 700.00 | 200.00 | -29% | - | 858.68 | 95.43 | 72.85 | 1,322.90 |
| 30 | Pak. Ward Garage Alarm Monitoring | 800.00 | 800.00 | - | 0% | 561.72 | 754.05 | 561.72 | 1,517.25 | 778.47 |
| 31 | Pak. Ward Garage Tools, Stock Etc. | 8,000.00 | 8,000.00 | - | 0% | 9,821.87 | 4,185.89 | 3,996.79 | 9,176.89 | 6,652.98 |
| | Total | 21,352.00 | 22,769.00 | - 1,417.00 | -6% | 21,218.48 | 14,479.17 | 17,403.23 | 27,059.88 | 21,850.72 |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|-------------------------------|---|-------------------|-------------------|--------------------|-------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Ramsay Ward Garage | | | | | | | | | | |
| 32 | Ramsay Ward Garage Labour | 10,000.00 | 10,000.00 | - | 0% | 12,611.70 | 13,014.74 | 7,156.54 | 5,714.54 | 8,857.33 |
| 33 | Ramsay Ward Garage Overtime | | | - | 0% | 359.64 | 287.58 | 255.62 | 43.70 | 599.18 |
| 34 | Ramsay Ward Garage Utilities | 34,500.00 | 35,500.00 | 1,000.00 | -3% | 28,749.47 | 31,866.21 | 19,579.02 | 18,556.13 | 17,348.03 |
| 35 | Ramsay Ward Garage Cleaning, Maint. Etc. | 5,500.00 | 5,500.00 | - | 0% | 7,035.62 | 5,762.79 | 6,928.74 | 6,402.88 | 2,676.79 |
| 36 | Ramsay Ward Garage Telephone | 1,600.00 | 1,300.00 | 300.00 | 23% | 2,675.38 | 1,487.70 | 1,448.10 | 1,248.35 | 1,158.08 |
| 37 | Ramsay Ward Garage Insurance (Building Etc.) | 1,782.00 | 1,697.00 | 85.00 | 5% | 1,696.93 | 865.05 | 1,324.01 | 1,755.11 | 1,703.16 |
| 38 | Ramsay Ward Garage Other S & R | 1,200.00 | 1,200.00 | - | 0% | 2,347.53 | 1,825.56 | 1,065.36 | 611.96 | 3,964.24 |
| 39 | Ramsay Ward Garage Alarm Monitoring | 1,000.00 | 1,000.00 | - | 0% | 746.17 | 576.99 | 631.92 | 865.96 | 934.64 |
| 40 | Ramsay Ward Garage Tools, Stock Etc. | 31,000.00 | 30,000.00 | 1,000.00 | 3% | 38,603.98 | 43,003.91 | 38,217.70 | 35,596.92 | 31,444.55 |
| 41 | Ramsay Ward Garage Contract (Hydro replace light) | | | - | 0% | | | | 1,636.57 | 917.57 |
| | Total | 86,582.00 | 86,197.00 | 385.00 | 0% | 94,826.42 | 98,690.53 | 76,607.01 | 72,432.12 | 69,603.57 |
| | Total Roads & Public Works Facilities | 109,334.00 | 110,616.00 | - 1,282.00 | -1% | 117,002.68 | 114,223.51 | 95,959.97 | 100,481.45 | 92,929.73 |
| Street Lighting | | | | | | | | | | |
| 42 | Street Lighting Labour | 500.00 | 500.00 | - | 0% | 884.64 | 456.50 | 492.26 | 845.80 | 503.66 |
| 43 | Street Lighting Hydro | 70,000.00 | 92,500.00 | - 22,500.00 | -24% | 61,279.02 | 84,363.40 | 139,700.09 | 124,540.27 | 107,078.40 |
| 44 | Street Lighting Machine Rental (town) | | | - | 0% | 151.60 | 66.00 | 72.60 | 191.40 | 52.80 |
| 45 | Street Lighting Contract | 9,000.00 | 12,000.00 | 3,000.00 | -25% | 4,967.70 | 12,794.58 | 23,982.62 | 28,343.57 | 22,887.61 |
| | Total | 79,500.00 | 105,000.00 | - 25,500.00 | -24% | 67,282.96 | 97,680.48 | 164,247.57 | 153,921.04 | 130,522.47 |
| Pakenham Bridge | | | | | | | | | | |
| 46 | Pakenham Bridge Hydro | 800.00 | 800.00 | - | 0% | 49.19 | 951.18 | 542.73 | 835.05 | 968.98 |
| Bridges & Culverts | | | | | | | | | | |
| 47 | Bridges & Culverts Labour | 15,000.00 | 12,000.00 | 3,000.00 | 25% | 20,698.61 | 15,661.15 | 13,005.18 | 7,584.06 | 11,959.41 |
| 48 | Bridges & Culverts Overtime | | | - | 0% | 1,385.27 | 912.94 | 976.11 | 201.91 | 1,936.33 |
| 49 | Bridges & Culverts Machine Rental (town) | 6,000.00 | 4,500.00 | 1,500.00 | 33% | 7,129.80 | 7,859.60 | 5,789.00 | 4,217.95 | 6,456.15 |
| 50 | Bridges & Culverts Materials | 70,000.00 | 40,000.00 | 30,000.00 | 75% | 53,489.19 | 88,394.93 | 44,103.45 | 38,232.33 | 31,195.27 |
| | Total | 91,000.00 | 56,500.00 | 34,500.00 | 61% | 82,702.87 | 112,828.62 | 63,873.74 | 50,236.25 | 51,547.16 |
| Hydrants | | | | | | | | | | |
| 51 | Hydrants Labour | 7,700.00 | 7,000.00 | 700.00 | 10% | 12,024.79 | 8,034.48 | 9,319.21 | 6,698.87 | 3,768.57 |
| 52 | Hydrants Overtime | | | - | 0% | 621.98 | 112.60 | 808.46 | 159.57 | 0.91 |
| 53 | Hydrants Machine Rental (town) | 1,800.00 | 1,800.00 | - | 0% | 2,531.45 | 1,242.00 | 2,116.80 | 1,674.30 | 974.40 |
| 54 | Hydrants Materials | 16,500.00 | 16,500.00 | - | 0% | 2,991.96 | 7,863.95 | 15,767.52 | 18,020.15 | 7,210.46 |
| | Total | 26,000.00 | 25,300.00 | 700.00 | 3% | 18,170.18 | 17,253.03 | 28,011.99 | 26,552.89 | 11,954.34 |
| Drainage | | | | | | | | | | |
| 55 | Drainage Labour | - | - | - | 0% | 2,146.35 | | | | |
| 56 | Drainage Machine Rental (town) | - | - | - | 0% | 396.20 | 115.00 | 113.20 | 69.00 | |
| | Total | - | - | - | 0% | 2,542.55 | 115.00 | 113.20 | 69.00 | - |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|--|--|------------------|------------------|-------------------|-------------|------------------|------------------|------------------|------------------|------------------|
| Flood Control | | | | | | | | | | |
| 57 | Flood Control Labour | 6,700.00 | 6,700.00 | - | 0% | 5,282.62 | 6,428.15 | 5,338.20 | 2,457.09 | 6,501.00 |
| 58 | Flood Control Overtime | 1,500.00 | 1,500.00 | - | 0% | 389.16 | 1,582.78 | 2,698.38 | 678.79 | 807.82 |
| 59 | Flood Control Machine Rental (town) | 2,100.00 | 2,100.00 | - | 0% | 10,561.70 | 2,978.70 | 3,286.40 | 1,666.60 | 2,375.40 |
| 60 | Flood Control Materials | 6,000.00 | 6,000.00 | - | 0% | 4,900.28 | 6,228.45 | 5,475.34 | 7,111.77 | 4,813.96 |
| | Total | 16,300.00 | 16,300.00 | - | 0% | 21,133.76 | 17,218.08 | 16,798.32 | 11,914.25 | 14,498.18 |
| Road Patrol | | | | | | | | | | |
| 61 | Road Patrol Labour | 38,500.00 | 61,700.00 | 23,200.00 | -38% | 42,845.82 | 38,146.96 | 34,964.63 | 35,440.43 | 31,639.19 |
| 62 | Road Patrol Overtime | 6,000.00 | 6,000.00 | - | 0% | 7,575.63 | 9,335.18 | 6,254.23 | 7,763.43 | 6,921.78 |
| 63 | Road Patrol Machine Rental (town) | 6,200.00 | 6,200.00 | - | 0% | 8,370.30 | 7,319.40 | 6,326.70 | 6,290.42 | 6,538.90 |
| | Total | 50,700.00 | 73,900.00 | -23,200.00 | -31% | 58,791.75 | 54,801.54 | 47,545.56 | 49,494.28 | 45,099.87 |
| Grass Mowing | | | | | | | | | | |
| 64 | Grass Mowing Labour | 7,000.00 | 7,000.00 | - | 0% | 6,501.64 | 6,217.45 | 5,213.42 | 3,819.02 | 2,311.57 |
| 65 | Grass Mowing Machine Rental (town) | 6,000.00 | 2,500.00 | 3,500.00 | 140% | 4,211.20 | 6,038.60 | 8,837.90 | 3,675.60 | 3,339.00 |
| 66 | Grass Mowing Materials | 5,000.00 | 6,000.00 | -1,000.00 | -17% | 2,607.00 | 779.48 | 52.89 | | 38.63 |
| 67 | Grass Mowing Contract | 80,000.00 | 80,000.00 | - | 0% | 56,260.63 | 25,611.40 | 15,939.77 | 21,001.62 | 19,747.10 |
| | Total | 98,000.00 | 95,500.00 | 2,500.00 | 3% | 69,580.47 | 38,646.93 | 30,043.98 | 28,496.24 | 25,436.30 |
| Brushing, Tree Trim & Removal | | | | | | | | | | |
| 68 | Brushing, Tree Trim & Removal Labour | 34,100.00 | 34,100.00 | - | 0% | 21,466.70 | 30,380.39 | 36,449.98 | 25,004.71 | 22,967.53 |
| 69 | Brushing, Tree Trim & Removal Overtime | 1,700.00 | 1,700.00 | - | 0% | 867.54 | 4,452.73 | 1,921.41 | 2,159.64 | 1,591.13 |
| 70 | Brushing, Tree Trim & Removal Machine Rental | 11,000.00 | 9,200.00 | 1,800.00 | 20% | 9,248.40 | 12,739.00 | 10,573.25 | 14,757.85 | 9,962.00 |
| 71 | Brushing, Tree Trim & Removal Materials | | | - | 0% | 6,845.34 | 5,147.02 | 1,155.98 | 28.48 | 407.04 |
| 72 | Brushing, Tree Trim & Removal Contract | 40,000.00 | 37,000.00 | 3,000.00 | 8% | 26,204.05 | 37,224.30 | 23,541.63 | 26,704.37 | 27,495.78 |
| | Total | 86,800.00 | 82,000.00 | 4,800.00 | 6% | 64,632.03 | 89,943.44 | 73,642.25 | 68,655.05 | 62,423.48 |
| Ditching | | | | | | | | | | |
| 73 | Ditching Labour | 9,700.00 | 9,700.00 | - | 0% | 5,842.42 | 6,045.17 | 8,532.11 | 11,587.10 | 2,713.46 |
| 74 | Ditching Overtime | 200.00 | 200.00 | - | 0% | 320.91 | 8.82 | 596.92 | | |
| 75 | Ditching Machine Rental (town) | 6,000.00 | 6,000.00 | - | 0% | 4,860.95 | 3,414.80 | 6,283.25 | 9,386.65 | 1,208.60 |
| 76 | Ditching Materials | 3,000.00 | 3,000.00 | - | 0% | 2,743.03 | 6,054.38 | 963.79 | 491.02 | 3,306.25 |
| 77 | Ditching Contract | 33,000.00 | 32,000.00 | 1,000.00 | 3% | 31,572.27 | 33,151.16 | 39,334.51 | 29,378.80 | 31,735.23 |
| | Total | 51,900.00 | 50,900.00 | 1,000.00 | 2% | 45,339.58 | 48,674.33 | 55,710.58 | 50,843.57 | 38,963.54 |
| Catch Basins | | | | | | | | | | |
| 78 | Catch Basins Labour | 6,100.00 | 5,900.00 | 200.00 | 3% | 11,688.69 | 5,790.73 | 5,864.77 | 3,808.88 | 5,149.86 |
| 79 | Catch Basins Overtime | 600.00 | 600.00 | - | 0% | 5,154.02 | 190.74 | 116.42 | 629.79 | 268.44 |
| 80 | Catch Basins Machine Rental (town) | 1,500.00 | 1,500.00 | - | 0% | 3,427.20 | 1,104.65 | 2,229.30 | 1,414.70 | 1,105.30 |
| 81 | Catch Basins Materials | 10,000.00 | 10,000.00 | - | 0% | 6,904.10 | 23,535.38 | 2,216.71 | 4,446.33 | 10,055.65 |
| 82 | Catch Basins Contract | 20,000.00 | 19,000.00 | 1,000.00 | 5% | 17,876.27 | 19,836.10 | 16,638.98 | 21,406.14 | 16,365.79 |
| | Total | 38,200.00 | 37,000.00 | 1,200.00 | 3% | 45,050.28 | 50,457.60 | 27,066.18 | 31,705.84 | 32,945.04 |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|------------------------------|--|-------------------|-------------------|-----------------|-------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Debris & Litter | | | | | | | | | | |
| 83 | Debris & Litter Labour | 14,000.00 | 14,000.00 | - | 0% | 9,533.51 | 11,045.02 | 11,367.12 | 13,568.27 | 18,573.56 |
| 84 | Debris & Litter Overtime | 900.00 | 900.00 | - | 0% | 403.33 | 907.26 | 701.74 | 640.72 | 611.31 |
| 85 | Debris & Litter Machine Rental (town) | 3,000.00 | 3,000.00 | - | 0% | 2,097.70 | 1,774.90 | 2,032.90 | 2,307.70 | 4,530.15 |
| 86 | Debris & Litter Materials | 900.00 | 700.00 | 200.00 | 29% | 636.66 | 1,148.37 | 775.75 | 595.94 | 701.52 |
| | Total | 18,800.00 | 18,600.00 | 200.00 | 1% | 12,671.20 | 14,875.55 | 14,877.51 | 17,112.63 | 24,416.54 |
| Storm Sewers | | | | | | | | | | |
| 87 | Storm Sewers Labour | 3,400.00 | 3,400.00 | - | 0% | 205.11 | 833.09 | 330.00 | 43.88 | 83.94 |
| 88 | Storm Sewers Overtime | 300.00 | 300.00 | - | 0% | 22.96 | 44.02 | 288.86 | | |
| 89 | Storm Sewers Machine Rental (town) | 500.00 | 500.00 | - | 0% | 106.90 | 229.50 | 302.60 | 6.60 | 13.20 |
| 90 | Storm Sewers Materials | 3,000.00 | 3,000.00 | - | 0% | | 1,230.23 | 6,439.09 | 1,763.81 | |
| 91 | Storm Sewers Contract | 9,000.00 | 9,000.00 | - | 0% | 5,596.79 | 7,474.04 | 8,574.17 | 3,126.01 | 13,320.38 |
| | Total | 16,200.00 | 16,200.00 | - | 0% | 5,931.76 | 9,810.88 | 15,934.72 | 4,940.30 | 13,417.52 |
| Curbs & Sidewalks | | | | | | | | | | |
| 92 | Curbs & Sidewalks Labour | 8,000.00 | 8,000.00 | - | 0% | 2,767.48 | 6,039.93 | 3,084.28 | 2,727.01 | 8,204.22 |
| 93 | Curbs & Sidewalks Overtime | 200.00 | 200.00 | - | 0% | 132.05 | 229.08 | 157.54 | 1.53 | 547.17 |
| 94 | Curbs & Sidewalks Machine Rental (town) | 1,800.00 | 1,800.00 | - | 0% | 1,566.50 | 4,397.70 | 1,679.25 | 1,503.25 | 5,725.00 |
| 95 | Curbs & Sidewalks Materials | 1,500.00 | 1,500.00 | - | 0% | 788.99 | 1,218.80 | 905.73 | 1,186.02 | 2,452.42 |
| 96 | Curbs & Sidewalks Contract | 50,000.00 | 50,000.00 | - | 0% | 48,551.70 | 38,516.13 | 20,810.17 | 31,937.37 | 20,431.78 |
| | Total | 61,500.00 | 61,500.00 | - | 0% | 53,806.72 | 50,401.64 | 26,636.97 | 37,355.18 | 37,360.59 |
| | Total Roadside Maintenance | 371,400.00 | 361,700.00 | 9,700.00 | 3% | 297,012.04 | 302,810.37 | 243,912.19 | 239,108.81 | 234,963.01 |
| Patching | | | | | | | | | | |
| 97 | Patching Labour | 50,000.00 | 48,900.00 | 1,100.00 | 2% | 55,638.50 | 54,534.65 | 48,037.25 | 43,523.74 | 41,298.80 |
| 98 | Patching Overtime | 200.00 | 200.00 | - | 0% | 43.67 | 130.13 | 802.10 | 2.18 | 197.03 |
| 99 | Patching Machine Rental (town) | 14,000.00 | 14,000.00 | - | 0% | 15,215.35 | 13,047.90 | 14,386.35 | 13,168.00 | 14,206.85 |
| 100 | Patching Materials | 43,500.00 | 43,500.00 | - | 0% | 45,062.59 | 39,626.70 | 50,908.65 | 47,142.48 | 43,229.22 |
| | Total | 107,700.00 | 106,600.00 | 1,100.00 | 1% | 115,960.11 | 107,339.38 | 114,134.35 | 103,836.40 | 98,931.90 |
| Sweeping | | | | | | | | | | |
| 101 | Sweeping Labour | 4,000.00 | 2,900.00 | 1,100.00 | 38% | 3,882.15 | 4,163.49 | 2,512.08 | 3,030.48 | 2,603.72 |
| 102 | Sweeping Overtime | 1,500.00 | 1,000.00 | 500.00 | 50% | 1,688.01 | 2,711.31 | 867.21 | 1,096.57 | 1,069.19 |
| 103 | Sweeping Machine Rental (town) | | | - | 0% | 3,826.95 | 4,324.50 | 3,036.60 | 4,544.00 | 2,742.30 |
| 104 | Sweeping Materials | | | - | 0% | | 544.92 | | - | |
| 105 | Sweeping Contract | 27,000.00 | 27,000.00 | - | 0% | 29,914.98 | 22,826.31 | 25,005.97 | 23,585.42 | 25,687.27 |
| | Total | 32,500.00 | 30,900.00 | 1,600.00 | 5% | 39,312.09 | 34,570.53 | 31,421.86 | 32,256.47 | 32,102.48 |
| Shoulder Maintenance | | | | | | | | | | |
| 106 | Shoulder Maintenance Labour | 4,200.00 | 4,200.00 | - | 0% | 1,330.72 | 3,448.25 | 2,527.80 | 5,189.22 | 1,582.03 |
| 107 | Shoulder Maintenance Machine Rental (town) | 2,000.00 | 2,000.00 | - | 0% | 773.30 | 2,724.20 | 1,901.40 | 3,518.90 | 1,163.40 |
| 108 | Shoulder Maintenance Materials | 4,600.00 | 4,600.00 | - | 0% | 623.70 | 5,523.21 | 1,988.47 | 9,992.81 | |
| | Total | 10,800.00 | 10,800.00 | - | 0% | 2,727.72 | 11,695.66 | 6,417.67 | 18,700.93 | 2,745.43 |
| | Total Hardtop Maintenance | 151,000.00 | 148,300.00 | 2,700.00 | 2% | 157,999.92 | 153,605.57 | 151,973.88 | 154,793.80 | 133,779.81 |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|-------------------------------|--|-------------------|-------------------|------------------|-------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Patches & Washouts | | | | | | | | | | |
| 109 | Patches & Washouts Labour | 2,500.00 | 2,500.00 | - | 0% | 3,018.19 | 2,303.23 | 2,427.23 | 2,144.30 | 1,119.80 |
| 110 | Patches & Washouts Overtime | | | - | 0% | 401.17 | | 563.54 | 44.16 | |
| 111 | Patches & Washouts Machine Rental (town) | 4,000.00 | 4,000.00 | - | 0% | 1,904.85 | 3,132.20 | 1,848.00 | 10,306.25 | 831.30 |
| 112 | Patches & Washouts Materials | 28,000.00 | 28,000.00 | - | 0% | 29,257.77 | 32,750.87 | 25,964.05 | 18,170.32 | 32,804.37 |
| | Total | 34,500.00 | 34,500.00 | - | 0% | 34,581.98 | 38,186.30 | 30,802.82 | 30,665.03 | 34,755.47 |
| Grading | | | | | | | | | | |
| 113 | Grading Labour | 48,600.00 | 46,000.00 | 2,600.00 | | 42,526.27 | 40,645.46 | 51,835.31 | 43,468.92 | 46,888.97 |
| 114 | Grading Overtime | 3,500.00 | 2,500.00 | 1,000.00 | 40% | 5,007.08 | 5,318.91 | 7,298.41 | 2,149.42 | 3,518.85 |
| 115 | Grading Machine Rental (town) | 55,000.00 | 54,000.00 | 1,000.00 | 2% | 67,731.73 | 54,193.05 | 71,401.75 | 54,016.60 | 65,684.35 |
| | Total | 107,100.00 | 102,500.00 | 4,600.00 | 4% | 115,265.08 | 100,157.42 | 130,535.47 | 99,634.94 | 116,092.17 |
| Dust Layer | | | | | | | | | | |
| 116 | Dust Layer Labour | 3,400.00 | 3,400.00 | - | 0% | 2,418.75 | 1,578.59 | 1,571.68 | 2,431.89 | 1,852.19 |
| 117 | Dust Layer Overtime | 400.00 | 400.00 | - | 0% | 41.43 | 274.05 | 206.61 | 37.29 | 214.34 |
| 118 | Dust Layer Machine Rental (town) | 900.00 | 900.00 | - | 0% | 1,148.80 | 575.80 | 457.40 | 838.40 | 348.50 |
| 119 | Dust Layer Materials | 110,000.00 | 108,000.00 | 2,000.00 | 2% | 118,180.60 | 112,001.03 | 103,820.05 | 120,312.40 | 99,231.02 |
| | Total | 114,700.00 | 112,700.00 | 2,000.00 | 2% | 121,789.58 | 114,429.47 | 106,055.74 | 123,619.98 | 101,646.05 |
| Gravel Resurfacing | | | | | | | | | | |
| 120 | Gravel Resurfacing Labour | 8,800.00 | 8,400.00 | 400.00 | 5% | 6,467.23 | 8,876.95 | 8,699.52 | 9,677.82 | 22,104.09 |
| 121 | Gravel Resurfacing Overtime | 250.00 | 250.00 | - | 0% | 65.27 | 501.06 | 300.64 | 42.30 | 446.13 |
| 122 | Gravel Resurfacing Machine Rental (town) | 9,000.00 | 8,000.00 | 1,000.00 | 13% | 8,959.20 | 10,011.70 | 8,298.90 | 9,492.45 | 24,065.20 |
| | Total | 18,050.00 | 16,650.00 | 1,400.00 | 8% | 15,491.70 | 19,389.71 | 17,299.06 | 19,212.57 | 46,615.42 |
| | Total Loose Top Maintenance | 274,350.00 | 266,350.00 | 8,000.00 | 3% | 287,128.34 | 272,162.90 | 284,693.09 | 273,132.52 | 299,109.11 |
| Snowplowing | | | | | | | | | | |
| 123 | Snowplowing Labour | 74,000.00 | 67,300.00 | 6,700.00 | 10% | 61,627.37 | 50,555.00 | 43,477.36 | 53,668.72 | 37,954.85 |
| 124 | Snowplowing Overtime | 32,000.00 | 32,000.00 | - | 0% | 58,697.58 | 46,955.01 | 53,481.32 | 59,251.55 | 31,803.86 |
| 125 | Snowplowing Machine Rental (town) | 143,000.00 | 143,000.00 | - | 0% | 197,308.60 | 177,518.75 | 156,196.15 | 207,092.15 | 124,639.15 |
| | Total | 249,000.00 | 242,300.00 | 6,700.00 | 3% | 317,633.55 | 275,028.76 | 253,154.83 | 320,012.42 | 194,397.86 |
| Snow Removal | | | | | | | | | | |
| 126 | Snow Removal Labour | 34,000.00 | 27,000.00 | 7,000.00 | 26% | 19,652.92 | 10,563.71 | 17,252.56 | 21,105.18 | 20,189.00 |
| 127 | Snow Removal Overtime | 13,000.00 | 13,000.00 | - | 0% | 27,231.78 | 15,440.92 | 25,008.41 | 23,572.51 | 12,225.51 |
| 128 | Snow Removal Machine Rental (town) | 40,000.00 | 40,000.00 | - | 0% | 53,625.25 | 41,457.60 | 53,387.80 | 60,515.25 | 43,259.75 |
| 129 | Snow Removal Materials | | | - | 0% | 864.96 | | 5,353.09 | 763.20 | 60.99 |
| 130 | Snow Removal Contract | 100,000.00 | 85,000.00 | 15,000.00 | 18% | 108,739.23 | 46,996.66 | 99,710.31 | 95,977.79 | 105,298.06 |
| | Total | 187,000.00 | 165,000.00 | 22,000.00 | 13% | 210,114.14 | 114,458.89 | 200,712.17 | 201,933.93 | 181,033.31 |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|--------|---|-------------------|-------------------|-------------------|-------------|---------------------|-------------------|-------------------|-------------------|-------------------|
| 131 | Sanding & Salting Labour | 18,600.00 | 17,100.00 | 1,500.00 | 9% | 19,651.68 | 23,400.36 | 21,207.31 | 10,346.99 | 7,828.90 |
| 132 | Sanding & Salting Overtime | 12,000.00 | 8,000.00 | 4,000.00 | 50% | 18,722.67 | 28,837.36 | 16,118.30 | 17,467.61 | 7,147.11 |
| 133 | Sanding & Salting Machine Rental (town) | 35,000.00 | 35,000.00 | - | 0% | 51,621.36 | 72,235.18 | 66,278.65 | 35,393.20 | 33,743.20 |
| 134 | Sanding & Salting Materials | 378,000.00 | 315,000.00 | 63,000.00 | 20% | 408,127.28 | 303,646.20 | 266,214.55 | 173,635.63 | 207,796.62 |
| | Total | 443,600.00 | 375,100.00 | 68,500.00 | 18% | 498,122.99 | 428,119.10 | 369,818.81 | 236,843.43 | 256,515.83 |
| | Culvert Thawing & CB Cleaning | | | | | | | | | |
| 135 | Culvert Thawing & CB Cleaning Machine Rental | | | - | 0% | - | 23.00 | | 103.50 | |
| | Total | - | - | - | 0% | - | 23.00 | - | 103.50 | |
| | Plowing/Sanding Sidewalks | | | | | | | | | |
| 136 | Plowing/Sanding Sidewalks Labour | 11,000.00 | 9,000.00 | 2,000.00 | 22% | 10,601.65 | 8,809.45 | 8,946.66 | 8,493.86 | 6,369.54 |
| 137 | Plowing/Sanding Sidewalks Overtime | 5,000.00 | 4,000.00 | 1,000.00 | 25% | 7,338.09 | 7,264.00 | 6,620.45 | 8,122.09 | 4,472.64 |
| 138 | Plowing/Sanding Sidewalks Machine Rental (town) | 16,000.00 | 9,000.00 | 7,000.00 | 78% | 15,655.25 | 15,726.30 | 16,527.20 | 16,385.75 | 13,436.60 |
| 139 | Plowing/Sanding Sidewalks Materials | | | - | 0% | | | | | 427.39 |
| 140 | Plowing/Sanding Sidewalks Contract | 8,000.00 | 7,500.00 | 500.00 | | 11,799.07 | 7,891.47 | 7,235.13 | 10,481.27 | 7,708.31 |
| | Total | 40,000.00 | 29,500.00 | 10,500.00 | 36% | 45,394.06 | 39,691.22 | 39,329.44 | 43,482.97 | 32,414.48 |
| | Total Winter Control | 919,600.00 | 811,900.00 | 107,700.00 | 13% | 1,071,264.74 | 857,320.97 | 863,015.25 | 802,376.25 | 664,361.48 |
| | Traffic Signs & Line Painting | | | | | | | | | |
| 141 | Traffic Signs & Line Painting Labour | 14,600.00 | 14,600.00 | - | 0% | 16,647.90 | 13,881.80 | 20,556.23 | 13,527.02 | 13,464.49 |
| 142 | Traffic Signs & Line Painting Overtime | 300.00 | 300.00 | - | 0% | 631.62 | 826.52 | 541.41 | 187.25 | 162.36 |
| 143 | Traffic Signs & Line Painting Machine Rental | 2,500.00 | 2,500.00 | - | 0% | 2,730.10 | 2,040.10 | 4,324.90 | 2,125.70 | 2,146.30 |
| 144 | Traffic Signs & Line Painting Materials | 12,000.00 | 12,000.00 | - | 0% | 11,213.62 | 10,108.06 | 14,828.05 | 16,767.80 | 8,176.88 |
| 145 | Traffic Signs & Line Painting Contract | 24,500.00 | 24,500.00 | - | 0% | 37,791.18 | 32,561.92 | 16,747.27 | 21,502.43 | 17,968.80 |
| | Total | 53,900.00 | 53,900.00 | - | 0% | 69,014.42 | 59,418.40 | 56,997.86 | 54,110.20 | 41,918.83 |
| | Traffic Lights | | | | | | | | | |
| 146 | Traffic Lights Labour | 200.00 | 200.00 | - | 0% | 279.36 | 68.47 | 89.49 | 394.88 | 83.94 |
| 147 | Traffic Lights Overtime | | | | 0% | | 128.66 | | 139.46 | |
| 148 | Traffic Lights Hydro | 3,500.00 | 3,500.00 | - | 0% | 3,148.53 | 2,964.27 | 3,546.06 | 3,362.97 | 2,358.50 |
| 149 | Traffic Lights Materials | 1,000.00 | 1,000.00 | - | 0% | 992.16 | 992.16 | 234.05 | 890.40 | |
| 150 | Traffic Lights Contract | 2,500.00 | 2,500.00 | - | 0% | 2,955.10 | 2,579.62 | 1,607.81 | 1,991.44 | 2,803.49 |
| | Total | 7,200.00 | 7,200.00 | - | 0% | 6,382.99 | 6,733.18 | 5,477.41 | 6,779.15 | 5,245.93 |
| | Railway Crossing | | | | | | | | | |
| 151 | Railway Crossing Contract | | - | - | 0% | | | | 536.73 | 2,773.53 |
| | Total | - | - | - | 0% | - | - | - | 536.73 | 2,773.53 |
| | Total Safety Devices | 61,100.00 | 61,100.00 | - | 0% | 75,397.41 | 66,151.58 | 62,475.27 | 61,426.08 | 49,938.29 |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|--------|---|------------------|------------------|-----------------|-------------|------------------|------------------|------------------|------------------|------------------|
| 152 | Entrances & Addressing Labour | 2,900.00 | 2,900.00 | - | 0% | 2,020.14 | 2,096.59 | 1,388.88 | 1,562.61 | 3,188.05 |
| 153 | Entrances & Addressing Machine Rental (town) | 500.00 | 500.00 | - | 0% | 402.40 | 303.60 | 226.30 | 297.00 | 409.20 |
| 154 | Entrances & Addressing Materials | 1,500.00 | 1,500.00 | - | 0% | | 1,687.51 | 273.43 | 6,974.68 | 773.33 |
| | Total | 4,900.00 | 4,900.00 | - | 0% | 2,422.54 | 4,087.70 | 1,888.61 | 8,834.29 | 4,370.58 |
| | Municipal Addressing | | | | | | | | | |
| | Total Private Entrances & Municipal Addressing | 4,900.00 | 4,900.00 | - | 0% | 2,422.54 | 4,087.70 | 1,888.61 | 8,834.29 | 4,370.58 |
| | Town Property | | | | | | | | | |
| 155 | Town Property Labour | 9,500.00 | 7,500.00 | 2,000.00 | 27% | 14,062.63 | 19,365.96 | 12,652.88 | 5,217.24 | 11,079.66 |
| 156 | Town Property Overtime | 500.00 | 500.00 | - | 0% | 1,753.44 | 1,106.47 | 904.71 | 1,171.60 | 198.03 |
| 157 | Town Property Machine Rental (town) | 3,000.00 | 3,000.00 | - | 0% | 3,147.35 | 3,478.30 | 3,795.50 | 3,529.60 | 5,426.30 |
| 158 | Town Property Materials | 6,000.00 | 6,000.00 | - | 0% | 7,391.45 | 3,959.00 | 3,873.14 | 6,534.51 | 10,025.42 |
| | Total | 19,000.00 | 17,000.00 | 2,000.00 | 12% | 26,354.87 | 27,909.73 | 21,226.23 | 16,452.95 | 26,729.41 |
| | Maintenance-Other | | | | | | | | | |
| 159 | On Call Labour | 7,000.00 | 7,000.00 | - | 0% | 6,705.38 | 6,932.14 | 6,825.00 | 6,800.00 | 10,072.92 |
| 160 | On Call Overtime | - | - | - | 0% | | | | | |
| 161 | Safety Equipment Materials | 2,300.00 | 2,000.00 | 300.00 | 15% | 2,270.57 | 2,038.49 | 1,518.44 | 803.24 | 2,143.49 |
| 162 | Parks & Rec Labour | 4,500.00 | 4,500.00 | - | 0% | 5,054.42 | 3,455.84 | 4,596.38 | 7,129.07 | 4,503.13 |
| 163 | Parks & Rec Overtime | 300.00 | 300.00 | - | 0% | 341.14 | 48.17 | 676.15 | 752.76 | 738.14 |
| 164 | Other Depts Labour | 2,500.00 | 2,500.00 | - | 0% | 3,496.12 | 1,862.10 | 3,411.41 | 3,244.85 | 2,920.30 |
| 165 | Other Depts. Overtime | 300.00 | 300.00 | - | 0% | 642.96 | 292.70 | 872.73 | 329.53 | 911.86 |
| | Total | 16,900.00 | 16,600.00 | 300.00 | 2% | 18,510.59 | 14,629.44 | 17,900.11 | 19,059.45 | 21,289.84 |
| | Ontario One Call | | | | | | | | | |
| 166 | Ontario One Call Labour | 5,900.00 | 5,900.00 | - | 0% | 2,648.74 | 3,025.53 | 6,772.24 | 5,689.40 | 4,467.10 |
| 167 | Ontario One Call Overtime | 200.00 | 200.00 | - | 0% | 110.61 | 1.50 | 203.93 | | 315.18 |
| 168 | Ontario One Call Materials | 200.00 | 200.00 | - | 0% | | | | | |
| 169 | Ontario One Call Machine Rental (town) | 300.00 | 300.00 | - | 0% | 135.30 | 118.80 | 544.50 | 436.50 | 19.80 |
| 170 | Ontario One Call Contract | 500.00 | 500.00 | - | 0% | 739.06 | 430.38 | 174.62 | 521.93 | 275.00 |
| | Total | 7,100.00 | 7,100.00 | - | 0% | 3,633.71 | 3,576.21 | 7,695.29 | 6,647.83 | 5,077.08 |
| | Total Maintenance Other | 43,000.00 | 40,700.00 | 2,300.00 | 14% | 48,499.17 | 46,115.38 | 46,821.63 | 42,160.23 | 53,096.33 |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|--------|-------------------------------------|---------------------|---------------------|---------------------|-------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| | Vehicles and Equipment | | | | | | | | | |
| 171 | Labour | 67,050.00 | 66,250.00 | 800.00 | 1% | 62,404.10 | 75,018.45 | 73,415.33 | 69,240.70 | 61,707.48 |
| 172 | Insurance | 10,572.00 | 10,069.00 | 503.00 | | 8,846.00 | 8,768.00 | 11,410.07 | 11,046.56 | 9,544.00 |
| 173 | M&R Parts | 192,850.00 | 192,250.00 | 600.00 | 0% | 218,848.58 | 216,230.02 | 185,419.67 | 208,545.69 | 226,054.15 |
| 174 | Fuel and Oil | 146,000.00 | 131,325.00 | 14,675.00 | 11% | 157,594.86 | 141,746.43 | 132,181.71 | 109,579.23 | 107,409.07 |
| 175 | Licenses | 21,135.00 | 20,965.00 | 170.00 | 1% | 22,043.88 | 21,810.17 | 21,088.54 | 22,945.70 | 20,120.83 |
| 176 | Machine Time | | - | - | 0% | | 2,520.52 | | | |
| 177 | Loan Payments | 215,560.00 | 215,562.00 | 2.00 | 0% | 215,246.49 | 145,009.85 | 93,063.65 | 70,964.40 | 70,966.89 |
| | Total Vehicles and Equipment | 653,167.00 | 636,421.00 | 16,746.00 | 3% | 684,983.91 | 611,103.44 | 516,578.97 | 492,322.28 | 495,802.42 |
| | | | | | | | | | | |
| | Total Expenditures | 4,774,223.00 | 4,955,376.00 | - 181,153.00 | -4% | 5,135,599.00 | 4,840,892.64 | 4,464,051.99 | 4,065,012.11 | 3,994,505.53 |

Roads and Public Works 2020 Budget

ROAD ADMINISTRATION

| | |
|---|--------------|
| SALARIES, WAGES AND BENEFITS | \$590,586.00 |
| SALARIES AND BENEFITS ASSOCIATED WITH ADMINISTRATION OF THE DEPARTMENT. | |
| OFFICE SUPPLIES | \$14,500.00 |
| OFFICE SUPPLIES FOR THE DEPARTMENT | |
| POSTAGE AND COURIER | \$2,000.00 |
| AS REQUIRED | |
| TELEPHONE | \$1,500.00 |
| CELL PHONES | |
| LEGAL FEES | \$1,100.00 |
| FOR LEGAL MATTERS THAT MAY ARISE DURING THE YEAR | |
| ENGINEERING/OTHER PROFESSIONAL FEES | \$6,600.00 |
| FEES FOR INFORMATION/STUDIES, ETC. | |
| ADVERTISING | \$500.00 |
| TRAVELLING EXPENSE | \$2,400.00 |
| MILEAGE FOR STAFF | |
| ASOCIATION AND CONVENTION | \$4,300.00 |
| ONTARIO GOOD ROADS, ROAD SCHOOL, ETC | |
| SEMINARS | \$650.00 |
| INSURANCE | \$28,065.00 |
| LIABILITY NSURANCE | |
| OTHER SERVICES AND RENTS | \$4,000.00 |
| MISCELLANEOUS ITEMS THAT CANNOT BE PLACED ELSEWHERE | |

PERSONNEL (CLOTHING, ETC.) \$14,000.00

CLOTHING ALLOWANCE PER BY-LAW AND THE UNION AGREEMENT (WORKBOOTS, SUMMER AND WINTER APPAREL)

COMMUNICATIONS \$15,000.00

CELL PHONES FOR MECHANIC, OPERATIONS MANAGER, CET AND EMERGENCY PURPOSES, PAGER COSTS, VHF SITE RENTAL COSTS AND RADIO LICENSES

TECHNICAL COURSES \$23,300.00

MANDATED SAFETY AND PROFESSIONAL TRAINING REQUIREMENTS TO MEET ONTARIO HEALTH AND SAFETY ACT

PERSONNEL (COURSES/MEMBERSHIPS, ETC.) \$2,600.00

MEMBERSHIPS FOR PROFESSIONAL ENGINEER, OPERATIONS MANAGER, CET-TRANSPORTATION ASSOCIATION OF CANADA, ONTARIO GOOD ROADS ASSOCIATION, MEDICALS FOR DRIVER'S LICENSES, ETC.

MACHINE RENTAL (TOWN) (\$403,200.00)

OFFSETS VEHICLE USEAGE ALLOCATED TO FUNCTIONAL AREAS WITHIN THE BUDGET-NET OF ALL IS ZERO.

LONG TERM DEBT PAYMENTS \$548,420.00

DEBT PAYMENTS FOR ROADS, BRIDGES AND FACILITIES

CAPITAL EXPENDITURES \$969,166.00

TO RESERVES \$96,585.00

PUBLIC WORKS FACILITIES

ALMONTE WARD GARAGE \$1,400.00

OTTAWA RIVER POWER CORPORATION RENTS BAYS IN THE GARAGE. THE LEASE REQUIRES THE PAYMENT OF A GRANT IN LIEU OF TAXES, MAINTENANCE OF THE GROUNDS AND BUILDING AND THE HYDRO.

PAKENHAM WARD GARAGE \$21,352.00.

UTILITIES, TELEPHONE, INSURANCE, MAINTENANCE AND REPAIRS

RAMSAY WARD GARAGE \$86,582.00

UTILITIES, TELEPHONE, INSURANCE, MAINTENANCE AND REPAIRS

ROADSIDE MAINTENANCE

STREET LIGHTING

\$79,500.00

INCLUDES HYDRO AND MAINTENANCE COSTS FOR STREETLIGHTS IN ALL 3 WARDS.

PAKENHAM BRIDGE

\$800.00

HYDRO COSTS ONLY

BRIDGES AND CULVERTS

\$91,000.00

BRIDGE CLEANING INCLUDING HIGH PRESSURE WASH ONCE EVERY TWO YEARS FOR EVERY BRIDGE TO WHICH THE BRIDGE DECK IS THE ROAD SURFACE, CULVERT INSPECTION ONCE PER YEAR AND REMOVAL OF BLOCKAGES OR SEDIMENT BUILDUPS, REPLACEMENT OF CULVERTS THAT ARE STRUCTURALLY DEFICIENT

HYDRANTS

\$26,000.00

INSPECTION, REPAIR AND REPLACEMENT

FLOOD CONTROL

\$16,300.00

MINOR MAINTENANCE ON DRAINS, BEAVER DAM REMOVALS AND REMOVAL OF SNOW IN DITCHES AS REQUIRED.

ROAD PATROL

\$50,700.00

ROUTINE INSPECTION OF THE ROAD SYSTEM AND RECORDING OF CONDITIONS THAT DO NOT MEET MINIMUM MAINTENANCE STANDARDS, ALSO WINTER INSPECTION TO DETERMINE ROAD CONDITIONS INCLUDING ICY SURFACES AS PER THE MINIMUM MAINTENANCE STANDARDS

GRASS MOWING

\$98,000.00

CUT ONE SWATH ON ALL ROADS TWICE PER YEAR AND TO ELIMINATE ALL NOXIOUS WEEDS BY CUTTING OR SPRAYING INCLUDING WILD PARSNIP

BRUSHING, TREE TRIM AND REMOVAL

\$86,800.00

BRUSHING IS REQUIRED WHERE SNOW DRIFTING IS CAUSED BY ROADSIDE OBSTRUCTIONS OR WHERE NECESSARY TO IMPROVE DRAINAGE.
TREE TRIMMING AND REMOVAL IS REQUIRED FOR DEAD TREES OR BRANCHES TO ALLOW FOR A UTILITY CORRIDOR OR FOR DRAINAGE

DITCHING \$51,900.00

REQUIRED WHEN WATER PONDS IN THE ROADSIDE AT A HEIGHT LESS THAN 0.5 M BELOW THE EDGE OF THE SHOULDER

CATCH BASINS \$38,200.00

CLEANING OF CATCH BASIN SUMP BI-ANNUALLY TO REMOVE CONTAMINATED SEDIMENTS AND REPAIRS AS NEEDED TO ADJUST FRAMES AND COVERS

DEBRIS AND LITTER \$18,800.00

PITCH IN WEEK, ROADSIDE CLEANUP AND WEEKLY LITTER PICK UP IN ALMONTE WARD

STORM SEWERS \$16,200.00

URBAN STORM SEWER MAINTENANCE AND REPAIRS, STORM MANHOLE CLEANING, MAINTENANCE AND ADJUSTMENT OF FRAMES AND COVERS

CURBS AND SIDEWALKS \$61,500.00

SPOT REPAIRS OF CURBS AND SIDEWALKS REQUIRED FROM INSPECTIONS AS PER THE MINIMUM MAINTENANCE STANDARDS

HARDTOP MAINTENANCE

PATCHING \$107,700.00

PATCHING IS REQUIRED WHEN THE FREQUENCY OF POTHOLES CAUSES A REDUCTION IN VEHICULAR OPERATING SPEEDS AND IS REQUIRED BEFORE CRACKING BECOMES EXTENSIVE ENOUGH TO CAUSE THE ASPHALT SURFACE TO BREAK AWAY AND WHEN AN EDGE BREAKS AWAY OVER AN EXTENDED LENGTH THAT EXCEEDS .3 M

SWEEPING \$32,500.00

STREET SWEEPING THROUGHOUT THE MUNICIPALITY IN THE SPRING INCLUDING VILLAGES AND RURAL SUBDIVISIONS AS REQUIRED

SHOULDER MAINTENANCE \$10,800.00

GRADING IS REQUIRED WHEN THE SHOULDER BECOMES ROUGH AND DEPRESSIONS APPEAR AT THE PAVEMENT EDGE TO SUCH AN EXTENT THAT WATER PONDS AT THE EDGE AND THE DEPRESSION IS CONSIDERED A TRAFFIC HAZARD. GRANULAR MATERIALS ARE APPLIED WHEN NORMAL GRADING CANNOT OBTAIN SUFFICIENT MATERIAL FROM THE SHOULDERS TO REPAIR THE PAVEMENT EDGE DROP OFF.

LOOSE TOP MAINTENANCE

PATCHES & WASHOUTS

\$34,500.00

APPLICATION OF GRANULAR MATERIALS TO REPAIR ROAD SURFACE

GRADING

\$107,100.00

GRADING OF GRAVEL ROAD SURFACES TO ELIMINATE POTHOLES AND TO APPLY NEW MATERIALS

DUST LAYER

\$114,700.00

THE APPLICATION OF DUST SUPPRESSION MATERIALS ON GRAVEL ROADS

GRAVEL RESURFACING

\$18,050.00

SPOT REPAIRS ON GRAVEL ROADS

WINTER CONTROL

SNOWPLOWING

\$249,000.00

REMOVAL OF SNOW ACCUMULATION ON THE ROADWAYS IN ACCORDANCE WITH MINIMUM MAINTENANCE STANDARDS

SNOW REMOVAL

\$187,000.00

REMOVAL OF SNOW FROM PARKING AREAS AND FROM, INTERSECTIONS TO IMPROVE VISIBILITY AND TO WIDEN ROADS THAT BECOME IMPASSABLE DUE TO EXCESS SNOW STORAGE IN THE ROADS

SANDING & SALTING

\$443,600.00

APPLYING SAND, SALT OR A COMBINATION TO ELIMINATE SNOW ACCUMULATION OR IMPROVE ROAD CONDITION FOR VEHICULAR TRAFFIC IN ICY CONDITIONS

PLOWING/SANDING SIDEWALKS

\$40,000.00

REMOVAL OF SNOW ON SIDEWALKS AND/OR THE APPLICATION OF SAND/SALT

SAFETY DEVICES

TRAFFIC SIGNS AND LINE PAINTING

\$53,900.00

PROVISION OF WARNING SIGNS IN LOCATIONS THAT CONFORM WITH THE ONTARIO TRAFFIC MANUAL, TO PROVIDE CENTERLINE MARKINGS, STOP BARS, TAILS, ARROWS, PARKING BAYS AND HATCHING WHERE REQUIRED ON MUNICIPAL ROADWAYS

TRAFFIC LIGHTS \$7,200.00

MAINTENANCE AND REPAIRS OF TRAFFIC SIGNALS INCLUDING HYDRO COSTS

MUNICIPAL ADDRESSING

ENTRANCES AND ADDRESSING \$4,900.00

COSTS TO INSPECT PRIVATE ENTRANCES AND INSTALL PROPERTY IDENTIFICATION NUMBER SIGNS

OTHER MAINTENANCE \$43,000.00

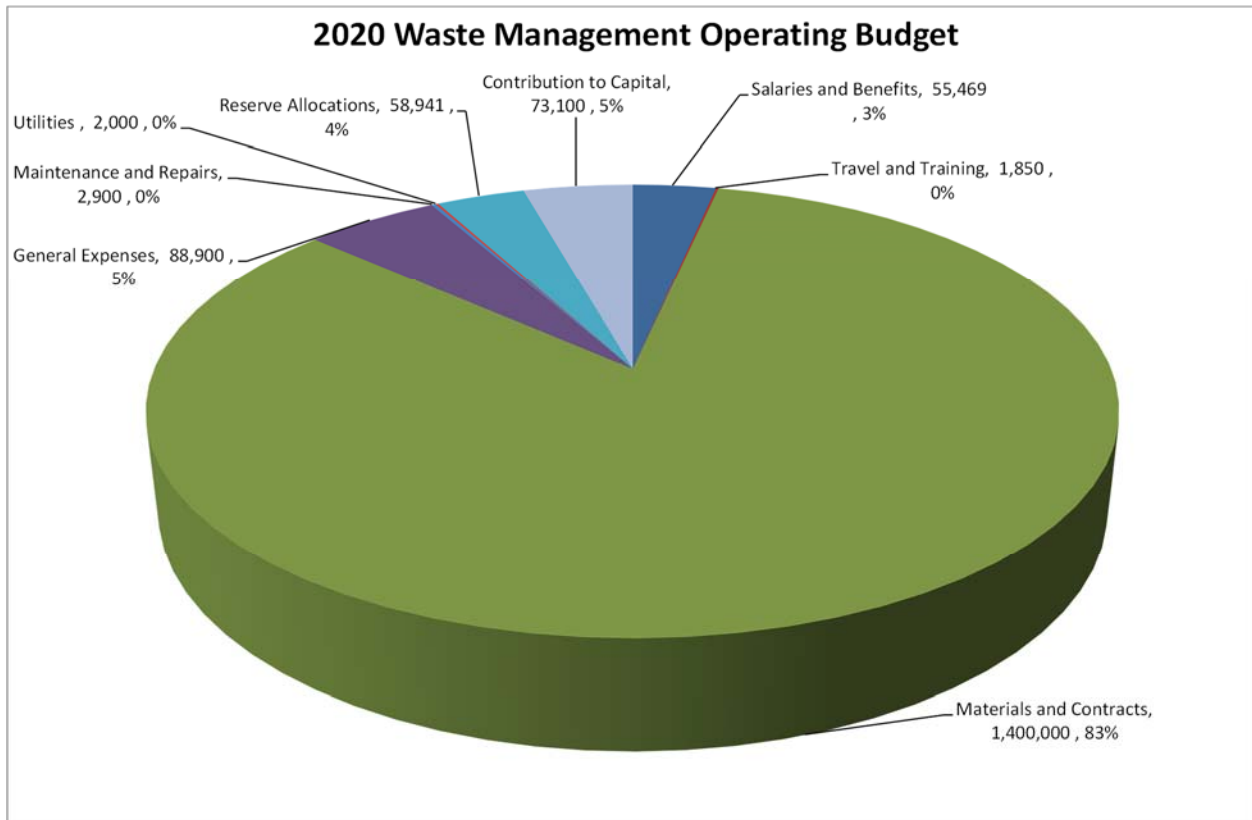
MAINTENANCE PERFORMED BY PUBLIC WORKS STAFF FOR OTHER DEPARTMENTS AND FOR MUNICIPALLY OWNED PROPERTIES

VEHICLES AND EQUIPMENT \$653,167.00

INCLUDES FUEL, MAINTENANCE, INSURANCE, LICENCES AND DEBT COSTS ON VEHICLE AND EQUIPMENT PURCHASES

WASTE MANAGEMENT

Waste Management includes the costs of managing garbage collection, recycling and the landfill sites. The Municipality has contracts with private companies for the provision of the majority of waste management services. **The waste management budget is funded through a waste management charge on final tax bills and not through the municipal tax levy.**



Municipality of Mississippi Mills 2020 Budget Summary

Waste Management

| | A | B | C | D=B + C | E= C/B | |
|-----------------------------------|-------------|-----------------|----------------|------------------|-----------------------|---|
| | | 2019 | 2020 | 2020 | % 2020 | |
| | 2018 Actual | Approved Budget | Program Change | Requested Budget | Requested/2019 Budget | |
| Expenditures: | | | | | | |
| Remuneration, Salaries & Benefits | 60,918 | 58,491 | (3,022) | 55,469 | -5.17% | |
| Travel & Training | 1,101 | 1,850 | | 1,850 | 0.00% | |
| Materials & Contracts | 1,330,050 | 1,374,000 | 26,000 | 1,400,000 | 1.89% | Recycling and Waste contracts |
| General Operating Expenses | 78,426 | 88,900 | | 88,900 | 0.00% | |
| Community Grants | | | | | | |
| Fuel & Oil | | | | | | |
| M&R (facilities, fleet etc.) | | 2,900 | | 2,900 | 0.00% | |
| Utilities | 1,454 | 2,600 | (600) | 2,000 | -23.08% | |
| Insurance | - | - | | - | 0.00% | |
| Transfers to Reserves | 165,973 | 60,539 | (1,598) | 58,941 | -2.64% | Net of Revenues over expenses |
| Debt Repayments | | | | | | |
| Capital Expenditures | 64,613 | 65,100 | 8,000 | 73,100 | 12.29% | Refer to detailed capital budget |
| Total Expenditures | 1,702,535 | 1,654,380 | 28,780 | 1,683,160 | 1.74% | |
| Revenues | | | | | | |
| Grants | | | | | | |
| User Fees | 1,508,384 | 1,503,380 | 3,530 | 1,506,910 | 0.23% | Waste management charges |
| Other Fees & Charges | 194,151 | 151,000 | 25,250 | 176,250 | 16.72% | Recycling revenue, composter and blue box sales |
| Transfer from Reserves | | | | | | |
| Transfer from DCs | | | | | | |
| Total Revenues | 1,702,535 | 1,654,380 | 28,780 | 1,683,160 | 1.74% | |
| Net Levy | - | - | - | - | 0.00% | |

| WASTE MANAGEMENT | | | | | | | | | | |
|---------------------------------|--|-----------------------|-----------------------|------------------|-----------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 2020 Budget | | | | | | | | | | |
| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
| Revenue | | | | | | | | | | |
| 1 | Garbage Tags | - 8,000.00 | - 6,500.00 | 1,500.00 | 23% | - 12,074.00 | - 11,000.00 | - 8,928.00 | - 5,918.00 | - 6,548.00 |
| 2 | Garbage Fees | - 1,498,910.00 | - 1,496,880.00 | 2,030.00 | 0% | - 1,500,625.00 | - 1,497,384.00 | - 1,471,428.00 | - 1,429,583.20 | - 1,411,704.00 |
| 3 | Blue Box Receipts | - 500.00 | - 250.00 | 250.00 | 100% | - 856.68 | - 814.20 | - 580.56 | - 502.68 | - 226.56 |
| 4 | Recycling Revenue | - 175,000.00 | - 150,000.00 | 25,000.00 | 17% | - 213,198.97 | - 192,281.90 | - 174,296.37 | - 162,059.82 | - 212,070.21 |
| 5 | Dump Fees | - | - | - | #DIV/0! | - | 100.00 | - | - | 238.00 |
| 6 | Composting Units | - 750.00 | - 750.00 | - | 0% | - 1,132.80 | - 955.80 | - 601.80 | - 1,026.60 | - 920.40 |
| | Total Revenue | - 1,683,160.00 | - 1,654,380.00 | 28,780.00 | 2% | - 1,727,887.45 | - 1,702,535.90 | - 1,655,834.73 | - 1,599,090.30 | - 1,631,707.17 |
| Expenditures | | | | | | | | | | |
| Administration | | | | | | | | | | |
| 7 | Salaries, Wages & Benefits | 39,469.00 | 38,891.00 | 578.00 | 1% | 32,704.03 | 27,671.34 | 26,443.76 | 23,251.89 | 28,775.02 |
| 8 | Travelling Expense | 750.00 | 750.00 | - | 0% | 120.35 | 610.50 | 359.65 | - | 433.31 |
| 9 | Technical Courses | 1,100.00 | 1,100.00 | - | 0% | - | 490.72 | 55.00 | - | 216.33 |
| | Total | 41,319.00 | 40,741.00 | 578.00 | 1% | 32,824.38 | 28,772.56 | 26,858.41 | 23,251.89 | 29,424.66 |
| Waste Collection | | | | | | | | | | |
| 10 | Waste Collection Labour | - | - | - | 0% | - | 12,619.52 | - | 328.68 | - |
| 11 | Waste Collection Postage & Courier Services | 4,500.00 | 4,500.00 | - | 0% | 4,889.40 | 4,677.71 | 4,078.76 | 4,361.62 | 4,037.44 |
| 12 | Waste Collection Other S & R | 1,700.00 | 1,700.00 | - | 0% | 1,280.14 | 435.05 | 371.42 | 367.61 | - |
| 13 | Waste Collection Machine Rental (town) | 200.00 | 200.00 | - | 0% | - | - | - | - | 99.00 |
| 14 | Waste Collection Contracts | 1,362,000.00 | 1,336,000.00 | 26,000.00 | 2% | 1,380,139.72 | 1,299,716.17 | 1,303,068.99 | 1,226,091.15 | 1,225,888.74 |
| | Total | 1,368,400.00 | 1,342,400.00 | 26,000.00 | 2% | 1,386,309.26 | 1,317,448.45 | 1,307,519.17 | 1,231,149.06 | 1,230,025.18 |
| Landfill Site | | | | | | | | | | |
| 15 | Landfill Site Labour | 10,000.00 | 13,600.00 | - 3,600.00 | -26% | 8,932.58 | 14,852.77 | 14,001.03 | 14,402.53 | 13,550.05 |
| 16 | Landfill Site Overtime | 500.00 | 500.00 | - | 0% | 1.91 | 201.33 | 503.31 | 283.66 | - |
| 17 | Landfill Site Hydro | 2,000.00 | 2,600.00 | - 600.00 | -23% | 1,380.11 | 1,454.10 | 1,642.83 | 2,646.93 | 2,061.88 |
| 18 | Landfill Site Telephone | - | - | - | 0% | - | - | 50.88 | 502.74 | 541.51 |
| 19 | Landfill Site Engineering Fees | 2,500.00 | 2,500.00 | - | 0% | - | - | - | 978.27 | 1,361.75 |
| 20 | Landfill Site Insurance (Building Etc.) | - | - | - | 0% | - | - | - | - | - |
| 21 | Landfill Site Other S & R | 68,000.00 | 68,000.00 | - | 0% | 61,314.13 | 62,578.77 | 63,383.48 | 65,612.42 | 65,050.90 |
| 22 | Landfill Site Machine Rental (town) | 1,500.00 | 1,500.00 | - | 0% | 642.10 | 851.25 | 663.95 | 1,624.10 | 1,015.50 |
| 23 | Landfill Site Materials | 25,000.00 | 25,000.00 | - | 0% | 6,865.36 | 20,855.93 | 7,488.48 | 12,837.53 | 3,151.40 |
| 24 | Landfill Site Contract | 13,000.00 | 13,000.00 | - | 0% | 10,107.81 | 9,376.05 | 6,483.57 | 11,310.31 | 7,621.82 |
| 25 | Capital Expenditure | 73,100.00 | 65,100.00 | 8,000.00 | 12% | 51,494.02 | 64,613.19 | 50,729.74 | 60,675.07 | 70,721.74 |
| 26 | To Reserves | 58,941.00 | 60,539.00 | - 1,598.00 | -3% | 159,167.71 | 165,972.59 | 165,834.44 | 153,882.79 | 186,864.56 |
| | Total | 254,541.00 | 252,339.00 | 2,202.00 | 1% | 299,905.73 | 340,755.98 | 310,781.71 | 324,756.35 | 351,941.11 |
| Pak. Waste Recycle Depot | | | | | | | | | | |
| 27 | Pak. Waste Recycle Depot Labour | 5,000.00 | 5,000.00 | - | 0% | 4,987.17 | 5,573.51 | 4,813.71 | 8,460.24 | 7,182.75 |
| 28 | Pak. Waste Recycle Depot Overtime | 500.00 | 500.00 | - | 0% | 137.75 | - | 209.38 | 241.70 | 878.29 |
| 29 | Pak. Waste Recycle Depot Other S&R | 1,700.00 | 1,700.00 | - | 0% | 1,668.86 | 1,633.25 | 1,119.36 | 1,647.52 | 1,169.12 |
| 30 | Pak. Waste Recycle Depot Machine Rental (town) | 1,200.00 | 1,200.00 | - | 0% | 431.20 | 818.60 | 682.90 | 977.30 | 1,202.00 |
| 31 | Pak. Waste Recycle Depot Materials | - | - | - | 0% | - | 101.76 | 73.24 | 131.11 | 1,088.33 |
| | Total | 8,400.00 | 8,400.00 | - | 0% | 7,224.98 | 8,127.12 | 6,898.59 | 11,457.87 | 11,520.49 |

| | | 2020 | 2019 | \$ | % | 2019 | 2018 | 2017 | 2016 | 2015 |
|--------|---|---------------------|---------------------|------------------|-----------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Line # | Description | Budget | Budget | Change | Change | Actual | Actual | Actual | Actual | Actual |
| | Waste Diversion Program | | | | | | | | | |
| 32 | Env. Advisory Committee | | | - | 0% | | | | 80.94 | 33.08 |
| 33 | Waste Diversion Program Promotional/Educational | 10,000.00 | 10,000.00 | - | 0% | 1,623.10 | 7,431.79 | 3,776.85 | 7,068.21 | 8,762.65 |
| 34 | Waste Diversion Prog.Subscriptions/Books/Magazi | 500.00 | 500.00 | - | 0% | | | | 371.42 | |
| 35 | Waste Diversion Program Composters | | | - | 0% | | | | 954.76 | |
| | Total | 10,500.00 | 10,500.00 | - | 0% | 1,623.10 | 7,431.79 | 3,776.85 | 8,475.33 | 8,795.73 |
| | Total Expenditures | 1,683,160.00 | 1,654,380.00 | 28,780.00 | 2% | 1,727,887.45 | 1,702,535.90 | 1,655,834.73 | 1,599,090.50 | 1,631,707.17 |
| | Net Waste Management | - | - | - | 0% | - | - | - | 0.20 | - |

Waste Management 2020 Budget

ADMINISTRATION \$41,319.00

INCLUDES SALARIES AND BENEFITS TO ADMINISTER THE WASTE MANAGEMENT BUDGET
ALONG WITH TECHNICAL COURSES AND TRAVEL

WASTE COLLECTION \$1,368,400.00

INCLUDES CONTRACT COSTS FOR ROADSIDE COLLECTION OF WASTE AND RECYCLING, AND
LARGE ITEM DAY

LANDFILL SITE \$254,451.00

INCLUDES OPERATING COSTS, CAPITAL EXPENDITURES AND RESERVE ALLOCATIONS
ASSOCIATED WITH THE LANDFILL SITES INCLUDING A PAYMENT IN LIEU OF TAXES TO THE
CITY OF OTTAWA FOR THE HOWIE ROAD SITE

PAKENHAM WASTE RECYCLE DEPOT \$8,400.00

INCLUDES ALL OPERATING COSTS ASSOCIATED WITH THE RECYCLE DEPOT IN PAKENHAM

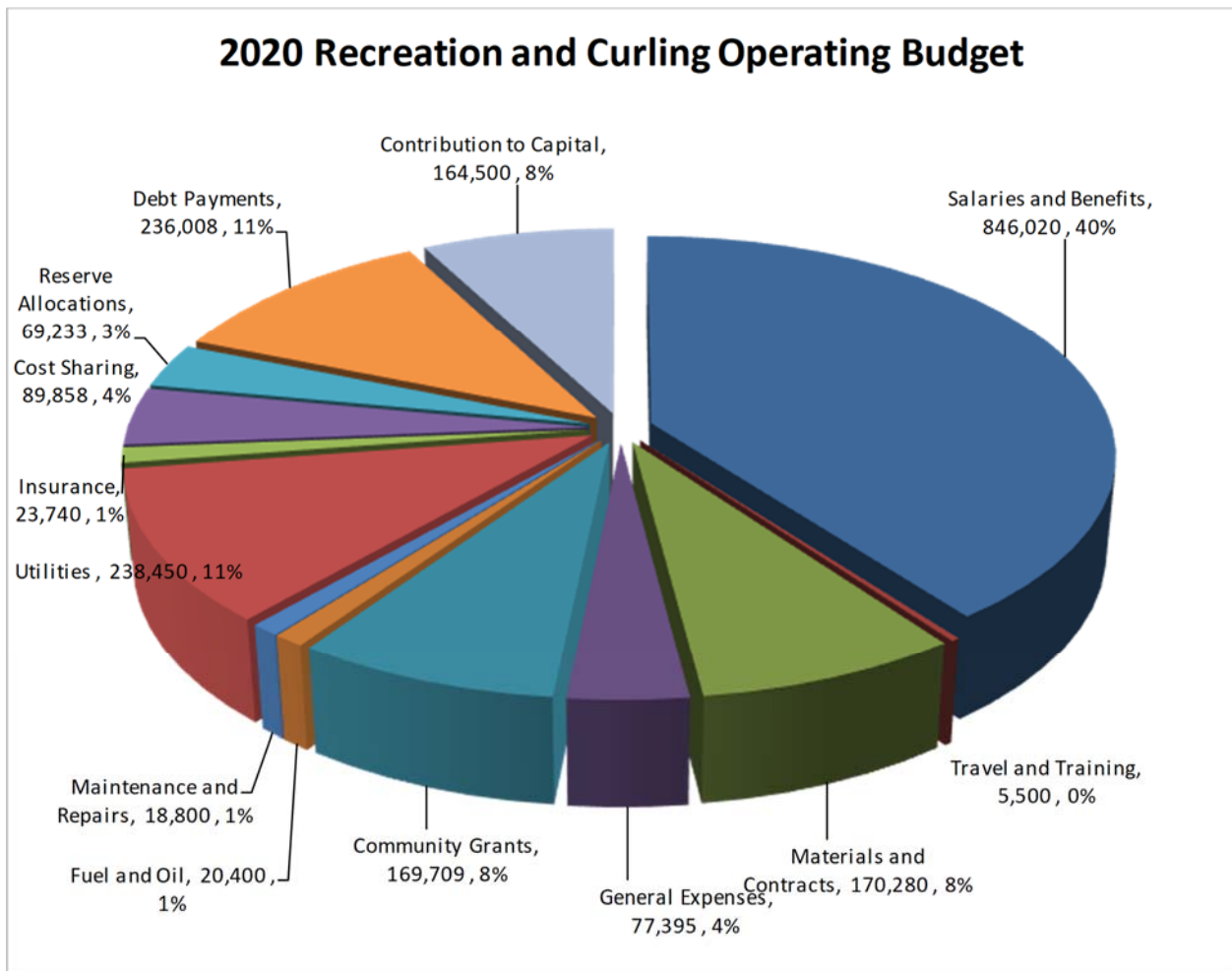
WASTE DIVERSION \$10,500.00

OPERATING FUNDS FOR PROMOTIONAL MATERIALS AND COSTS ASSOCIATED WITH WASTE
DIVERSION

RECREATION AND CURLING

The **Recreation** Department is responsible for overseeing the recreation facilities, programs and events for the Municipality. The department works closely with community groups, volunteers and residents to ensure that community needs are addressed. The Department is also responsible for the curling rink and has an agreement with the Curling Club for use during the curling season.

The Municipality is committed to enhancing the quality of life for its residents by promoting active living and offering quality recreational programming for all to enjoy.



Municipality of Mississippi Mills 2020 Budget Summary

Recreation & Curling

| | A | B | C | D=B + C | E= C/B | |
|-----------------------------------|------------------|----------------------|---------------------|-----------------------|------------------------------|--|
| | 2018 Actual | 2019 Approved Budget | 2020 Program Change | 2020 Requested Budget | % 2020 Requested/2019 Budget | |
| Expenditures: | | | | | | |
| Remuneration, Salaries & Benefits | 758,246 | 812,870 | 33,150 | 846,020 | 4.08% | Includes step increases, CPI and union hourly rate increase |
| Travel & Training | 2,262 | 5,000 | 500 | 5,500 | 10.00% | |
| Materials & Contracts | 213,840 | 181,630 | (11,350) | 170,280 | -6.25% | Refer to detailed operating budget |
| General Operating Expenses | 88,616 | 78,245 | (850) | 77,395 | -1.09% | Refer to detailed operating budget |
| Community Grants | 145,084 | 147,423 | 22,286 | 169,709 | 15.12% | Refer to detailed operating budget. Funds added for a Rural recreation grant |
| Fuel & Oil | 21,031 | 21,400 | (1,000) | 20,400 | -4.67% | |
| M&R (facilities, fleet etc.) | 7,337 | 19,000 | (200) | 18,800 | -1.05% | Refer to detailed operating budget |
| Utilities | 212,829 | 237,250 | 1,200 | 238,450 | 0.51% | Increase is mainly for water for splash pad |
| Insurance | 25,004 | 22,610 | 1,130 | 23,740 | 5.00% | |
| Cost Sharing | 71,204 | 77,159 | 12,699 | 89,858 | 16.46% | |
| Transfers to Reserves | 109,239 | 73,803 | (4,570) | 69,233 | -6.19% | Repayment of several capital purchases (vehicles and equipment) |
| Debt Repayments | 123,172 | 174,314 | 61,694 | 236,008 | 35.39% | Loans for ACC and SCC renovations, Ice resurfacers, Gemmill Park |
| Capital Expenditures | 83,082 | 47,000 | 117,500 | 164,500 | 250.00% | Refer to capital budget |
| Total Expenditures | 1,860,946 | 1,897,704 | 232,189 | 2,129,893 | 12.24% | |
| Revenues | | | | | | |
| Grants | 300 | 2,800 | (2,500) | 300 | -89.29% | Summer student, Canada Day, Clayton Taylor Park |
| User Fees | 521,103 | 563,954 | (15,089) | 548,865 | -2.68% | Use of recreation and curling facilities |
| Other Fees & Charges | 53,138 | 34,500 | 2,500 | 37,000 | 7.25% | Bar and Food sales at curling club |
| Transfer from Reserves | - | - | - | - | | |
| Transfer from DCs | 3,400 | 1,800 | (1,800) | - | -100.00% | |
| Total Revenues | 577,941 | 603,054 | (16,889) | 586,165 | -2.80% | |
| Net Levy | 1,283,005 | 1,294,650 | 249,078 | 1,543,728 | 19.24% | |

| RECREATION | | | | | | | | | | |
|--------------------|----------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| 2020 Budget | | | | | | | | | | |
| | | 2020 | 2019 | \$ | % | 2019 | 2018 | 2017 | 2016 | 2015 |
| Line # | Description | Budget | Budget | Change | Change | Actual | Actual | Actual | Actual | Actual |
| 1 | Capital | 164,500.00 | 47,000.00 | 117,500.00 | 250% | 29,925.25 | 83,081.69 | 101,383.27 | 58,752.77 | 116,558.02 |
| 2 | Transfer to Reserves | 69,233.00 | 73,803.00 | - 4,570.00 | -6% | 83,849.66 | 109,329.23 | 229,683.81 | 171,082.85 | 113,828.54 |
| 3 | Municipal Grant | 1,309,995.00 | 1,173,847.00 | 136,148.00 | 12% | 1,166,871.47 | 1,090,594.60 | 1,114,096.62 | 987,968.99 | 890,590.15 |
| | | 1,543,728.00 | 1,294,650.00 | 249,078.00 | 19% | 1,280,646.38 | 1,283,005.52 | 1,445,163.70 | 1,217,804.61 | 1,120,976.71 |

| RECREATION | | | | | | | | | | |
|--|---|---------------------|---------------------|-------------------|-------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 2020 Budget | | | | | | | | | | |
| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
| Revenues | | | | | | | | | | |
| Federal Grants | | | | | | | | | | |
| 1 | Federal Grant-Canada Day | - | 2,500.00 | 2,500.00 | -100% | - | - | 3,200.00 | 2,000.00 | - |
| 2 | Federal Grant-Site Upgrades-Clayton Taylor Park | 300.00 | 300.00 | - | 0% | 300.00 | 300.00 | 300.00 | 300.00 | 300.00 |
| 3 | Federal Grant-Student | - | - | - | #DIV/0! | - | - | - | - | 1,320.00 |
| Total Federal Grants | | 300.00 | 2,800.00 | 2,500.00 | -89% | 300.00 | 300.00 | 3,500.00 | 2,300.00 | 1,620.00 |
| Municipal Grants | | | | | | | | | | |
| 4 | Transfer from Reserves | - | - | - | 0% | - | - | 37,088.71 | - | - |
| 5 | Reserve Funds | - | 1,800.00 | 1,800.00 | -100% | 1,800.00 | 3,400.00 | 3,400.00 | 3,400.00 | 3,400.00 |
| 6 | Municipal Grant | 1,309,995.00 | 1,173,847.00 | 136,148.00 | 12% | 1,166,871.47 | 1,090,594.60 | 1,114,096.62 | 987,968.99 | 890,589.95 |
| Total Municipal Grants | | 1,309,995.00 | 1,173,847.00 | 134,348.00 | 11% | 1,168,671.47 | 1,093,994.60 | 1,154,585.33 | 991,368.99 | 893,989.95 |
| Revenue-Almonte | | | | | | | | | | |
| 7 | Hall Rentals | 25,500.00 | 33,500.00 | 8,000.00 | -24% | 26,009.54 | 25,156.81 | 22,431.92 | 29,262.46 | 33,198.79 |
| 8 | Surface Rentals | 212,900.00 | 206,600.00 | 6,300.00 | 3% | 183,918.26 | 201,725.92 | 187,340.42 | 178,042.14 | 177,999.13 |
| 9 | Canteen Rental | - | 1,500.00 | 1,500.00 | -100% | - | 704.13 | 1,629.30 | 2,635.44 | 2,229.98 |
| 10 | Miscellaneous Revenue | 7,821.00 | 8,600.00 | 779.00 | -9% | 4,686.06 | 9,595.74 | 7,420.21 | 8,772.08 | 6,603.09 |
| 11 | Programs | 10,100.00 | 12,600.00 | 2,500.00 | -20% | 8,338.62 | 11,209.68 | 79,491.67 | 66,580.46 | 26,754.10 |
| 12 | Events | 8,000.00 | 5,000.00 | 3,000.00 | 60% | 11,273.85 | 9,507.34 | 7,190.13 | 13,972.68 | 11,140.62 |
| Total Revenues-Almonte | | 264,321.00 | 267,800.00 | 3,479.00 | -1% | 234,226.33 | 257,899.62 | 305,503.65 | 299,265.26 | 257,925.71 |
| Sports Fields/Parks Revenue | | | | | | | | | | |
| 13 | Rent-Gemmill Ball Diamond | 1,200.00 | 2,500.00 | 1,300.00 | 0% | 926.18 | 1,831.56 | 1,821.71 | 1,532.03 | 667.51 |
| 14 | Rent Gemmill Soccer Field | 2,000.00 | 2,000.00 | - | 0% | 956.62 | 816.46 | 2,194.35 | 2,332.10 | 1,381.77 |
| 15 | Rent Snedden/Casey Ball Diamond | 2,500.00 | 2,500.00 | - | 0% | 556.99 | 2,217.24 | 2,632.96 | 2,739.05 | 2,656.40 |
| 16 | Civitan Soccer Field | 4,000.00 | 4,000.00 | - | 0% | 1,625.20 | 2,567.47 | 3,641.56 | 4,582.71 | 3,942.60 |
| 17 | Appleton Soccer Field | 3,500.00 | 3,700.00 | 200.00 | -5% | 2,133.59 | 2,356.99 | 3,501.02 | 3,373.05 | 3,458.12 |
| 18 | Ramsay Field | - | - | - | #DIV/0! | 49.00 | 114.04 | 1,837.01 | 1,899.58 | 1,274.91 |
| 19 | Rent Pakenham Comm. Park Ball Diamond | 3,000.00 | 2,500.00 | 500.00 | 20% | 3,276.55 | 2,793.81 | 2,342.98 | 2,114.77 | 1,602.78 |
| 20 | Rent Cedar Hill Hall | 2,000.00 | 2,000.00 | - | 0% | 1,461.58 | 2,124.32 | 839.48 | 761.89 | 885.81 |
| Total Sports Fields/Parks Revenue | | 18,200.00 | 19,200.00 | 1,000.00 | -5% | 10,985.71 | 14,821.89 | 18,811.07 | 19,335.18 | 15,869.90 |
| Revenue-Pakenham | | | | | | | | | | |
| 21 | Hall Rentals | 38,500.00 | 43,500.00 | 5,000.00 | -11% | 30,033.45 | 27,495.99 | 40,529.64 | 32,442.85 | 63,251.59 |
| 22 | Surface Rentals | 151,600.00 | 148,600.00 | 3,000.00 | 2% | 146,971.51 | 142,959.83 | 141,898.72 | 138,210.06 | 125,208.24 |
| 23 | Canteen Rental | - | 1,500.00 | 1,500.00 | -100% | - | 704.13 | 1,629.30 | 2,694.69 | 2,229.98 |
| 24 | Miscellaneous Revenue | 9,700.00 | 9,900.00 | 200.00 | -2% | 10,049.50 | 8,709.00 | 9,289.42 | 6,591.30 | 4,072.12 |
| 25 | Programs | 22,500.00 | 28,000.00 | 5,500.00 | -20% | 22,579.81 | 22,605.83 | 25,890.50 | 25,305.00 | 26,193.19 |
| 26 | Events | 7,500.00 | 8,200.00 | 700.00 | -9% | 6,593.73 | 8,557.05 | 8,297.03 | 28,692.82 | 27,322.21 |
| Total Revenues-Pakenham | | 229,800.00 | 239,700.00 | 9,900.00 | -4% | 216,228.00 | 211,031.83 | 227,534.61 | 233,936.72 | 248,277.33 |
| Total Revenues | | 1,822,616.00 | 1,705,147.00 | 117,469.00 | 7% | 1,630,411.51 | 1,578,047.94 | 1,709,934.66 | 1,546,206.15 | 1,417,682.89 |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|--------|--|-------------------|-------------------|------------------|-------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | Expenditures | | | | | | | | | |
| | Salaries, Wages & Benefits | | | | | | | | | |
| 27 | Management Expenses | 188,098.00 | 167,000.00 | 21,098.00 | 13% | 162,148.53 | 151,132.49 | 145,705.53 | 140,873.82 | 137,456.34 |
| 28 | Full Time Payroll Expenses | 211,272.00 | 214,700.00 | 3,428.00 | -2% | 197,814.76 | 192,059.14 | 208,214.00 | 209,599.21 | 187,719.17 |
| 29 | Part Time Payroll Expenses | 24,900.00 | 25,000.00 | 100.00 | 0% | 20,307.39 | 34,620.84 | 22,175.26 | 22,143.99 | 22,807.58 |
| | Total | 424,270.00 | 406,700.00 | 17,570.00 | 4% | 380,270.68 | 377,812.47 | 376,094.79 | 372,617.02 | 347,983.09 |
| | Recreation General Expenses | | | | | | | | | |
| 30 | Labour | 40,000.00 | 39,000.00 | 1,000.00 | 3% | 42,877.12 | 28,083.92 | 57,578.09 | 35,443.66 | 26,107.91 |
| 31 | Office Supplies | 3,000.00 | 3,000.00 | - | 0% | 3,017.23 | 4,031.83 | 2,543.30 | 1,756.99 | 2,476.80 |
| 32 | Other M & S | 2,000.00 | 2,000.00 | - | 0% | 3,519.02 | 2,301.24 | 3,463.12 | 1,263.78 | 1,402.66 |
| 33 | Postage & Courier Services | 500.00 | 750.00 | 250.00 | -33% | 122.37 | 273.99 | 452.58 | 509.53 | 541.06 |
| 34 | Telephone | 10,000.00 | 10,000.00 | - | 0% | 10,631.22 | 9,204.05 | 9,309.18 | 7,839.37 | 7,223.05 |
| 35 | Audit Fees | | | - | 0% | | | 227.00 | | |
| 36 | Other Professional Fees | 1,500.00 | 3,300.00 | 1,800.00 | -55% | 850.00 | 505.00 | 1,823.25 | 739.00 | 3,156.62 |
| 37 | Computer Services Expense | 4,500.00 | 4,500.00 | - | 0% | 3,378.88 | 15,258.85 | 607.60 | 1,755.00 | 4,099.06 |
| 38 | Travelling Expense | 2,000.00 | 2,000.00 | - | 0% | 1,336.80 | 1,128.31 | 1,173.39 | 1,648.67 | 1,875.75 |
| 39 | Memberships | 1,500.00 | 1,500.00 | - | 0% | 1,326.21 | 954.00 | 1,480.36 | 675.00 | 932.99 |
| 40 | Association & Convention | 2,000.00 | 1,500.00 | 500.00 | 33% | 249.00 | 179.55 | 789.16 | 379.44 | 1,832.99 |
| 41 | Other S & R | 750.00 | 750.00 | - | 0% | | 1,004.50 | 689.92 | 690.62 | 216.00 |
| 42 | Rentals & Maintenance | 7,000.00 | 7,000.00 | - | 0% | 9,656.95 | 134.00 | 6,759.02 | 10,773.93 | |
| 43 | Bad Debt Expense | | | - | #DIV/0! | 6,066.86 | | | | |
| 44 | Loan Payments | 236,008.00 | 174,314.00 | 61,694.00 | 35% | 159,196.82 | 123,172.18 | 108,005.18 | 114,219.79 | 114,223.90 |
| 45 | Carleton Place Pool Grant | 28,821.00 | 22,922.00 | 5,899.00 | 26% | 22,922.00 | 21,537.00 | 17,839.00 | 17,323.00 | 19,660.00 |
| 46 | Carleton Place Rec Grant | 61,037.00 | 54,237.00 | 6,800.00 | 13% | 53,318.00 | 49,667.00 | 45,546.00 | 41,186.00 | 39,972.00 |
| | Total Recreation General Expenses | 400,616.00 | 326,773.00 | 73,843.00 | 23% | 318,468.48 | 257,435.42 | 258,286.15 | 236,203.78 | 223,720.79 |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|--------------------------------------|------------------------------|-------------------|-------------------|-------------------|-------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Almonte Arena Expenses | | | | | | | | | | |
| 47 | Utilities | 107,000.00 | 109,000.00 | 2,000.00 | -2% | 74,635.43 | 87,904.44 | 114,955.46 | 103,438.43 | 109,038.75 |
| 48 | Insurance | 6,346.00 | 6,044.00 | 302.00 | 5% | 6,044.07 | 5,241.60 | 6,940.80 | 7,194.96 | 6,915.96 |
| 49 | Rentals & Maintenance | 1,500.00 | 2,500.00 | 1,000.00 | -40% | 40.98 | 2,055.00 | 3,757.08 | 571.93 | 1,033.13 |
| 50 | Lobby Cleaning | 36,100.00 | 35,000.00 | 1,100.00 | 0% | 43,323.88 | 50,467.53 | 37,397.54 | 37,553.10 | 40,317.85 |
| 51 | Hall Setup/Cleanup | 18,700.00 | 17,820.00 | 880.00 | 5% | 14,588.87 | 14,555.17 | 14,473.94 | 16,927.41 | 14,535.32 |
| 52 | Upper Hall Bar | 6,150.00 | 8,650.00 | 2,500.00 | -29% | 4,955.31 | 2,376.19 | 3,831.32 | 7,401.95 | 9,981.07 |
| 53 | Upper Hall Cleaning | 150.00 | 300.00 | 150.00 | -50% | 93.10 | - | - | 289.20 | 286.19 |
| 54 | Upper Hall Misc. Maintenance | 10,700.00 | 10,700.00 | - | 0% | 17,179.60 | 28,622.82 | 10,918.68 | 7,251.43 | 17,033.10 |
| 55 | Surface Setup/Cleanup | 6,000.00 | 4,400.00 | 1,600.00 | 36% | 7,362.76 | 7,873.36 | 4,880.96 | 5,873.59 | 2,690.37 |
| 56 | Surface Cleaning | 500.00 | 500.00 | - | 0% | - | 511.70 | - | 790.60 | 472.94 |
| 57 | Bleachers Maintenance | 4,000.00 | 6,500.00 | 2,500.00 | -38% | 2,054.19 | 5,344.12 | 5,464.32 | 7,910.67 | 4,961.31 |
| 58 | Locker Room Maintenance | 20,150.00 | 20,150.00 | - | 0% | 18,380.15 | 25,368.59 | 23,339.62 | 18,248.55 | 20,771.80 |
| 59 | Ice Surface Maintenance | 39,750.00 | 40,500.00 | 750.00 | -2% | 46,522.53 | 43,462.68 | 39,575.96 | 39,959.28 | 41,939.59 |
| 60 | Ice Plant Equipment | 12,650.00 | 12,400.00 | 250.00 | 2% | 19,380.82 | 16,051.49 | 14,363.51 | 12,822.72 | 10,794.80 |
| 61 | Ice Resurfacer | 9,900.00 | 12,400.00 | 2,500.00 | -20% | 8,589.87 | 6,546.37 | 11,839.95 | 14,456.12 | 10,617.73 |
| Total Almonte Arena Expenses | | 279,596.00 | 286,864.00 | - 7,268.00 | -3% | 263,151.56 | 296,381.06 | 291,739.14 | 280,689.94 | 291,389.91 |
| Pakenham Arena Expenses | | | | | | | | | | |
| 62 | Utilities | 73,000.00 | 74,000.00 | 1,000.00 | -1% | 79,528.76 | 70,942.27 | 90,080.35 | 76,641.55 | 64,449.87 |
| 63 | Insurance | 6,346.00 | 6,044.00 | 302.00 | 5% | 6,044.07 | 8,627.96 | 6,940.80 | 7,194.96 | 6,915.96 |
| 64 | Lobby Cleaning | 38,600.00 | 37,000.00 | 1,600.00 | 4% | 30,005.96 | 39,269.35 | 39,824.29 | 38,619.48 | 31,927.42 |
| 65 | Hall Setup/Cleanup | 13,300.00 | 14,550.00 | 1,250.00 | -9% | 12,548.34 | 10,621.10 | 14,429.76 | 15,552.22 | 15,726.28 |
| 66 | Upper Hall Bar | 14,300.00 | 17,550.00 | 3,250.00 | -19% | 14,824.13 | 13,181.23 | 16,133.62 | 15,899.03 | 25,099.87 |
| 67 | Surface Setup/Cleanup | 5,000.00 | 6,000.00 | 1,000.00 | -17% | 629.67 | 1,997.75 | 3,530.32 | 4,128.27 | 6,000.44 |
| 68 | Bleachers Maintenance | 1,400.00 | 1,400.00 | - | 0% | 1,344.22 | 1,647.46 | 1,157.88 | 1,123.56 | 1,331.65 |
| 69 | Locker Room Maintenance | 12,000.00 | 12,000.00 | - | 0% | 12,741.22 | 12,848.28 | 13,928.92 | 13,100.52 | 11,051.58 |
| 70 | Ice Surface Maintenance | 30,000.00 | 29,500.00 | 500.00 | 2% | 34,179.18 | 30,041.17 | 26,312.59 | 30,015.75 | 27,078.89 |
| 71 | Ice Plant Equipment | 5,300.00 | 7,800.00 | 2,500.00 | -32% | 4,564.64 | 4,473.30 | 5,497.32 | 725.00 | 12,689.89 |
| 72 | Ice Resurfacer | 4,500.00 | 4,500.00 | - | 0% | 4,814.05 | 5,706.19 | 4,704.20 | 5,147.27 | 5,765.46 |
| 73 | Other Equipment | 13,200.00 | 14,200.00 | 1,000.00 | -7% | 11,257.46 | 14,876.65 | 16,011.65 | 14,535.08 | 12,947.81 |
| Total Pakenham Arena Expenses | | 216,946.00 | 224,544.00 | - 7,598.00 | -3% | 212,481.70 | 214,232.71 | 238,551.70 | 222,682.69 | 220,985.12 |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|---|--------------------------------|-------------------|-------------------|------------------|-------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Sports Fields/Parks/Other Facilities | | | | | | | | | | |
| 74 | Insurance | 4,702.00 | 4,478.00 | 224.00 | 5% | 4,477.67 | 5,893.16 | 8,637.68 | 8,574.64 | 8,216.40 |
| 75 | Gemmill Ball Diamond | 4,700.00 | 4,700.00 | - | 0% | 3,280.06 | 3,237.81 | 4,361.70 | 3,315.25 | 2,450.79 |
| 76 | Gemmill Soccer Field | 5,000.00 | 5,500.00 | 500.00 | -9% | 1,594.37 | 1,782.01 | 4,966.02 | 4,762.02 | 3,278.58 |
| 77 | Snedden/Casey Ball Diamond | 6,400.00 | 5,100.00 | 1,300.00 | 25% | 1,328.19 | 1,981.98 | 4,818.94 | 5,660.61 | 5,678.88 |
| 78 | Snedden/Casey Soccer Field | | - | - | 0% | | 420.00 | 120.00 | - | - |
| 79 | Civitan Soccer Field | 8,000.00 | 8,500.00 | 500.00 | -6% | 4,621.96 | 4,139.52 | 8,524.93 | 8,711.19 | 7,634.84 |
| 80 | Appleton Field #1 | 4,000.00 | 4,600.00 | 600.00 | -13% | 2,564.30 | 2,003.74 | 4,282.80 | 3,643.42 | 3,589.70 |
| 81 | Appleton Field #2 | 3,000.00 | 3,500.00 | 500.00 | -14% | 2,031.06 | 2,125.83 | 3,977.45 | 3,051.68 | 3,237.67 |
| 82 | Ramsay Ward Soccer Field | 4,250.00 | 5,000.00 | 750.00 | -15% | 2,056.32 | 594.23 | 4,214.20 | 4,239.30 | 3,188.68 |
| 83 | Gemmill Mini Soccer Field | | - | - | 0% | | - | 73.47 | 79.07 | 88.26 |
| 84 | McGregor Ball Field | 2,900.00 | 900.00 | 2,000.00 | 222% | 7,159.09 | 442.78 | 372.12 | 377.36 | 677.71 |
| 85 | Pakenham Ball Field | 8,600.00 | 8,800.00 | 200.00 | -2% | 8,241.90 | 5,483.15 | 8,360.67 | 6,727.08 | 6,332.68 |
| 86 | Cedar Hill School | 4,800.00 | 4,000.00 | 800.00 | 20% | 11,542.42 | 4,190.43 | 4,537.78 | 4,814.35 | 3,063.09 |
| 87 | Almonte Skate Park | 2,000.00 | 1,000.00 | 1,000.00 | 100% | 1,950.00 | 417.46 | 31.80 | 593.76 | - |
| 88 | Gemmill Splash Pad | 25,000.00 | 16,000.00 | 9,000.00 | 56% | 30,081.46 | 16,502.04 | 183.58 | - | - |
| 89 | Gemmill Field House | 3,150.00 | 3,650.00 | 500.00 | -14% | 1,949.69 | 2,118.36 | 5,992.86 | 4,523.95 | 1,776.07 |
| 90 | Gemmill Tennis Court | 1,800.00 | 2,800.00 | 1,000.00 | -36% | 934.47 | 585.81 | 944.91 | 1,363.40 | 67.65 |
| 91 | Gemmill Track | 1,500.00 | 2,400.00 | 900.00 | -38% | 254.80 | 517.20 | 580.50 | 672.28 | 409.48 |
| 92 | Gemmill Equipt & Swings | 1,300.00 | 1,000.00 | 300.00 | 30% | 359.07 | 6,086.66 | 4,026.15 | 1,067.06 | 624.39 |
| 93 | Gemmill Open Space | 11,800.00 | 11,600.00 | 200.00 | 2% | 8,585.85 | 7,951.22 | 20,221.35 | 11,294.13 | 10,709.10 |
| 94 | Snedden/Casey Open Space | 1,800.00 | 1,500.00 | 300.00 | 20% | 1,504.56 | 1,955.79 | 2,165.78 | 1,165.10 | 1,855.99 |
| 95 | Augusta Swings & Equipment | | - | - | 0% | | - | 225.00 | - | - |
| 96 | Augusta Open Space | 2,450.00 | 2,700.00 | 250.00 | -9% | 1,826.03 | 2,700.86 | 2,917.72 | 2,270.69 | 1,281.31 |
| 97 | Meadowglen Open Space | 1,500.00 | 1,500.00 | - | 0% | 1,049.30 | 1,068.03 | 2,017.47 | 1,580.58 | 931.06 |
| 98 | New England Swings & Equipment | 100.00 | 400.00 | 300.00 | -75% | | 79.96 | 403.26 | 201.14 | 70.41 |
| 99 | Munro Meadows Open Space | 600.00 | 600.00 | - | 0% | 550.00 | 550.00 | 550.00 | 550.00 | 450.00 |
| 100 | Library Grounds | 700.00 | 700.00 | - | 0% | 752.36 | 599.98 | 575.00 | 575.00 | 1,025.12 |
| 101 | Other Municipal Open Space | 48,000.00 | 44,000.00 | 4,000.00 | 9% | 48,471.72 | 40,667.02 | 25,544.98 | 15,453.72 | 25,965.51 |
| 102 | Mark's Lookout | - | 150.00 | 150.00 | -100% | | - | - | - | 661.98 |
| 103 | Riverfront Estates | 2,600.00 | 2,000.00 | 600.00 | 30% | 2,183.96 | 4,361.97 | 1,942.50 | 330.00 | 121.50 |
| 104 | Pakenham Park Playing Field | 1,000.00 | 1,000.00 | - | 0% | 1,289.97 | 1,117.67 | 1,154.20 | 649.02 | 712.30 |
| 105 | Pakenham Park Waterfront | 2,700.00 | 3,700.00 | 1,000.00 | -27% | 3,718.19 | 1,527.45 | 801.47 | 559.55 | 771.68 |
| 106 | Pakenham Park Open Space | 12,500.00 | 10,500.00 | 2,000.00 | 19% | 7,225.04 | 12,417.04 | 14,596.62 | 12,913.06 | 15,074.72 |
| 107 | Appleton Bay Park | 2,750.00 | 2,300.00 | 450.00 | 20% | 2,736.97 | 3,766.60 | 3,694.87 | 2,731.89 | 2,569.79 |
| 108 | Don Maynard Park | 1,000.00 | 1,400.00 | 400.00 | -29% | 457.64 | 364.82 | 1,819.48 | 1,390.87 | 604.42 |
| 109 | Cemeteries | 2,000.00 | 1,800.00 | 200.00 | 11% | 3,190.00 | 3,190.00 | 2,315.00 | 2,315.05 | 1,150.00 |
| 110 | NLAS Beach Hut | - | 100.00 | 100.00 | -100% | | - | - | 30.55 | - |
| 111 | NLAS Beach Grounds | 1,700.00 | 1,700.00 | - | 0% | 1,735.99 | 1,335.69 | 1,033.64 | 3,353.60 | 1,197.00 |
| 112 | NLAS Open Space | 2,800.00 | 2,700.00 | 100.00 | 4% | 3,287.34 | 3,089.41 | 3,959.37 | 2,436.39 | 2,479.09 |
| 113 | CPR Land | 600.00 | 600.00 | - | 0% | 460.00 | 460.00 | 460.00 | 459.95 | 450.00 |
| 114 | MTO Park | 3,000.00 | 2,300.00 | 700.00 | 30% | 3,288.61 | 2,266.69 | 1,850.32 | 2,372.49 | 1,883.31 |
| 115 | Clayton Taylor Park | 4,900.00 | 4,900.00 | - | 0% | 2,838.54 | 2,691.39 | 4,848.77 | 4,357.04 | 3,177.21 |
| 116 | Almonte Outdoor Rink | 500.00 | 500.00 | - | 0% | 328.44 | - | 175.86 | 56.96 | - |
| 117 | Augusta Bball and Stand & Pad | - | 150.00 | 150.00 | -100% | | - | - | - | 291.75 |
| 118 | St. James Open Space | 750.00 | 750.00 | - | 0% | 1,199.64 | 1,657.30 | 788.96 | 648.53 | 1,223.00 |
| 119 | McIntosh Park | 3,000.00 | 3,000.00 | - | 0% | 822.52 | 3,190.66 | 1,047.16 | 1,150.96 | 459.22 |
| | Total | 199,852.00 | 184,478.00 | 15,374.00 | 8% | 181,929.50 | 155,531.72 | 164,116.34 | 131,022.69 | 125,430.34 |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|-------------------------------|---|------------------|------------------|-----------------|-------------|------------------|------------------|------------------|------------------|------------------|
| Vehicles and Equipment | | | | | | | | | | |
| 120 | Labour | 9,150.00 | 10,150.00 | 1,000.00 | -10% | 2,116.10 | 2,351.61 | 6,502.96 | 8,477.20 | 4,721.54 |
| 121 | M&R Parts | 6,300.00 | 6,300.00 | - | 0% | 4,568.09 | 4,279.51 | 4,863.31 | 11,792.49 | 5,516.95 |
| 122 | Fuel and Oil | 10,400.00 | 10,400.00 | - | 0% | 9,414.84 | 10,176.57 | 11,615.34 | 8,365.74 | 10,223.72 |
| 123 | Licenses | 295.00 | 295.00 | - | 0% | 505.25 | 505.25 | 668.75 | 780.00 | 570.00 |
| 124 | Contract Repairs and Maintenance | 605.00 | 605.00 | - | 0% | 4,476.02 | 2,940.37 | 512.02 | 2,372.44 | 1,055.05 |
| | Total Vehicles and Equipment | 26,750.00 | 27,750.00 | 1,000.00 | -4% | 21,080.30 | 20,253.31 | 24,162.38 | 31,787.87 | 22,087.26 |
| Adult Dance | | | | | | | | | | |
| 125 | Instruction Costs | 2,500.00 | 2,500.00 | - | 0% | 3,750.00 | 3,350.00 | 4,940.00 | | |
| 126 | Advertising | - | - | - | 0% | | | | | |
| | Total | 2,500.00 | 2,500.00 | - | 0% | 3,750.00 | 3,350.00 | 4,940.00 | | - |
| Day Camp | | | | | | | | | | |
| 127 | Salaries | - | - | - | 0% | | | | | 650.00 |
| 128 | Advertising | - | - | - | 0% | | | | | |
| | Total | - | - | - | 0% | | | | | 650.00 |
| Babysitting Course | | | | | | | | | | |
| 129 | Babysitting Course-Materials & Supplies | 375.00 | 375.00 | - | 0% | | | | 511.25 | 235.50 |
| 130 | Babysitting Course-Instruction Costs | 500.00 | 500.00 | - | 0% | 150.00 | 300.00 | 300.00 | 450.00 | 450.00 |
| 131 | Babysitting Course-Advertising | | | - | 0% | | | | | |
| | Total | 875.00 | 875.00 | - | 0% | 150.00 | 300.00 | 300.00 | 961.25 | 685.50 |
| Other Programs-Almonte | | | | | | | | | | |
| 132 | Other Programs-Materials & Supplies | 1,000.00 | 2,000.00 | 1,000.00 | -50% | | 44.95 | 835.72 | 3,891.30 | 477.93 |
| 133 | Other Programs-Advertising | 1,000.00 | 1,000.00 | - | 0% | 601.56 | 255.00 | 1,434.00 | 1,078.64 | 1,646.28 |
| | Total | 2,000.00 | 3,000.00 | 1,000.00 | -33% | 601.56 | 299.95 | 2,269.72 | 4,969.94 | 2,124.21 |
| Swimming Program | | | | | | | | | | |
| 134 | Swimming Program-Salaries & Wages-Rec. Councillor | 9,000.00 | 8,000.00 | 1,000.00 | 13% | 7,029.20 | 8,714.08 | 6,266.90 | 6,725.66 | 6,091.33 |
| 135 | Swimming Program-Materials & Supplies | 6,000.00 | 6,000.00 | - | 0% | 9,529.54 | 5,022.26 | 6,266.89 | 5,361.55 | 5,663.72 |
| 136 | Swimming Program-Advertising | 100.00 | 100.00 | - | 0% | 96.00 | 95.88 | 95.88 | 115.88 | 77.00 |
| | Total | 15,100.00 | 14,100.00 | 1,000.00 | 7% | 16,654.74 | 13,832.22 | 12,629.67 | 12,203.09 | 11,832.05 |
| | Total Programs-Almonte | 20,475.00 | 20,475.00 | - | 0% | 21,156.30 | 17,782.17 | 20,139.39 | 18,134.28 | 15,291.76 |
| Recreation Hockey | | | | | | | | | | |
| 137 | Recreation Hockey Program-Materials & Supplies | 500.00 | 500.00 | - | 0% | 552.50 | 338.40 | 254.40 | | 357.00 |
| 138 | Recreation Hockey Program-Advertising | 100.00 | 100.00 | - | 0% | | 255.00 | | | 83.00 |
| | Total | 600.00 | 600.00 | - | 0% | 552.50 | 593.40 | 254.40 | - | 440.00 |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|--------|---|------------------|------------------|-----------------|-------------|------------------|------------------|------------------|------------------|------------------|
| | Soccer Program | | | | | | | | | |
| 139 | Soccer Program-Materials & Supplies | 2,850.00 | 1,850.00 | 1,000.00 | 54% | 4,426.82 | 2,685.86 | 2,006.50 | 2,095.42 | 1,787.82 |
| | Other Programs-Pakenham | | | | | | | | | |
| 140 | Other Programs-Materials & Supplies | 100.00 | 100.00 | - | 0% | 50.40 | 74.96 | | | 2,150.00 |
| | Total Programs-Pakenham | 3,550.00 | 2,550.00 | 1,000.00 | 39% | 5,029.72 | 3,354.22 | 2,260.90 | 2,095.42 | 4,377.82 |
| | Canada Day | | | | | | | | | |
| 141 | Canada Day-Labour | 1,500.00 | 1,500.00 | - | 0% | 801.36 | 200.00 | 907.69 | 381.15 | 337.19 |
| 142 | Canada Day-Materials & Supplies | 13,000.00 | 13,000.00 | - | 0% | 13,691.42 | 13,197.19 | 20,151.70 | 11,510.47 | 11,240.00 |
| 143 | Canada Day-Advertising | 2,500.00 | 2,500.00 | - | 0% | 611.36 | 1,221.12 | 1,374.81 | 399.26 | 375.00 |
| | Total | 17,000.00 | 17,000.00 | - | 0% | 15,104.14 | 14,618.31 | 22,434.20 | 12,290.88 | 11,952.19 |
| | Light up the Night | | | | | | | | | |
| 144 | Light up the Night-Labour | 500.00 | 500.00 | - | 0% | 379.85 | 399.86 | 449.76 | 232.17 | |
| 145 | Light up the Night-Materials & Supplies | 6,000.00 | 6,000.00 | - | 0% | 12,917.25 | 11,745.70 | 13,878.43 | 14,013.01 | 14,936.31 |
| 146 | Light up the Night-Advertising | 1,000.00 | 1,000.00 | - | 0% | | 1,595.06 | 2,447.46 | 155.53 | 640.00 |
| | Total | 7,500.00 | 7,500.00 | - | 0% | 13,297.10 | 13,740.62 | 16,775.65 | 14,400.71 | 15,576.31 |
| | Santa Claus Parade | | | | | | | | | |
| 147 | Santa Claus Parade-Labour | 350.00 | 350.00 | - | 0% | | | | | |
| 148 | Santa Claus Parade-Materials & Supplies | 300.00 | 300.00 | - | 0% | | 364.38 | 821.23 | 429.75 | 209.00 |
| 149 | Santa Claus Parade-Advertising | 500.00 | 500.00 | - | 0% | 345.00 | 860.25 | 428.00 | 260.66 | |
| | Total | 1,150.00 | 1,150.00 | - | 0% | 345.00 | 1,224.63 | 1,249.23 | 690.41 | 209.00 |
| | Other Events-Almonte | | | | | | | | | |
| 150 | Other Events-Labour | 1,500.00 | 1,500.00 | - | 0% | 946.46 | 1,639.11 | 2,109.76 | 1,433.42 | 3,488.29 |
| 151 | Other Events-Materials & Supplies | 3,500.00 | 3,500.00 | - | 0% | 2,595.91 | 6,820.27 | 4,916.27 | 2,364.94 | 455.00 |
| | Total | 5,000.00 | 5,000.00 | - | 0% | 3,542.37 | 8,459.38 | 7,026.03 | 3,798.36 | 3,943.29 |
| | MM at a Glance | | | | | | | | | |
| 152 | MM at a Glance-Labour | 200.00 | 200.00 | - | 0% | | | | | |
| 153 | MM at a Glance-Materials & Supplies | 100.00 | 100.00 | - | 0% | | 911.55 | | 120.00 | 144.00 |
| 154 | MM at a Glance-Advertising | 1,000.00 | 1,000.00 | - | 0% | | 565.00 | 1,655.47 | 2,240.50 | 1,004.52 |
| | Total | 1,300.00 | 1,300.00 | - | 0% | - | 1,476.55 | 1,655.47 | 2,360.50 | 1,148.52 |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|--------|--------------------------------------|------------------|------------------|--------------|-------------|------------------|------------------|------------------|-------------------|------------------|
| 155 | Volunteer Appreciation Event | 500.00 | 500.00 | - | 0% | 100.00 | 200.00 | 139.82 | 639.00 | |
| | Total Events-Almonte | 32,450.00 | 32,450.00 | - | 0% | 32,388.61 | 39,719.49 | 49,280.40 | 34,179.86 | 32,829.31 |
| | St. Pat's Dance | | | | | | | | | |
| 156 | St. Pat's Dance-Labour | 100.00 | 100.00 | - | 0% | | | | | |
| 157 | St. Pat's Dance-Materials & Supplies | 2,500.00 | 2,500.00 | - | 0% | 1,983.08 | 1,864.90 | 2,167.16 | 1,967.64 | 1,816.84 |
| 158 | St. Pat's Dance-Advertising | 500.00 | 500.00 | - | 0% | 629.00 | 5,137.65 | 507.68 | 766.34 | 434.02 |
| | Total | 3,100.00 | 3,100.00 | - | 0% | 2,612.08 | 7,002.55 | 2,674.84 | 2,733.98 | 2,250.86 |
| | Home Show | | | | | | | | | |
| 159 | Home Show-Labour | - | - | - | 0% | | | | 1,237.49 | 1,991.84 |
| 160 | Home Show-Materials & Supplies | - | - | - | 0% | | | | 4,563.15 | 4,593.17 |
| | Total | - | - | - | 0% | | | | 5,800.64 | 6,585.01 |
| | 5 Span Jam | | | | | | | | | |
| 161 | 5 Span Jam-Materials & Supplies | - | - | - | 0% | | | | | 64.00 |
| | Total | - | - | - | 0% | | | | | 64.00 |
| | Canada Day | | | | | | | | | |
| 162 | Canada Day-Labour | 650.00 | 650.00 | - | 0% | 263.98 | 801.96 | 610.19 | 222.38 | 246.44 |
| 163 | Canada Day-Materials & Supplies | 7,000.00 | 7,000.00 | - | 0% | 6,652.59 | 6,893.02 | 3,852.79 | 6,167.57 | 4,669.63 |
| 164 | Canada Day-Advertising | 800.00 | 800.00 | - | 0% | 960.00 | | 523.00 | 337.50 | 794.90 |
| | Total | 8,450.00 | 8,450.00 | - | 0% | 7,876.57 | 7,694.98 | 4,985.98 | 6,727.45 | 5,710.97 |
| | Fall Fair | | | | | | | | | |
| 165 | Fall Fair-Labour | 2,500.00 | 2,500.00 | - | 0% | 1,557.74 | 1,332.10 | 966.00 | 1,048.52 | 1,491.18 |
| 166 | Fall Fair-Materials & Supplies | 6,000.00 | 6,000.00 | - | 0% | 7,624.55 | 7,346.48 | 5,510.45 | 6,542.61 | 5,402.77 |
| 167 | Fall Fair-Advertising | 2,200.00 | 2,200.00 | - | 0% | 1,306.25 | 2,230.54 | 3,198.00 | 2,237.92 | 1,160.11 |
| | Total | 10,700.00 | 10,700.00 | - | 0% | 10,488.54 | 10,909.12 | 9,674.45 | 9,829.05 | 8,054.06 |
| | Craft Show | | | | | | | | | |
| 168 | Craft Show-Labour | | | - | 0% | | | | | |
| 169 | Craft Show-Advertising | | | - | 0% | | | | - 1,300.00 | |
| | Total | - | - | - | 0% | | | - | - 1,300.00 | |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|----------------------------------|---|---------------------|---------------------|-------------------|-------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Santa Claus Parade | | | | | | | | | | |
| 170 | Santa Claus Parade-Labour | 250.00 | 250.00 | - | 0% | | | | | |
| 171 | Santa Claus Parade-Materials & Supplies | 2,100.00 | 2,100.00 | - | 0% | 532.04 | 160.00 | 321.00 | 664.98 | 851.20 |
| 172 | Santa Claus Parade-Advertising | 500.00 | 500.00 | - | 0% | 410.00 | 860.24 | 622.00 | 339.47 | 24.50 |
| | Total | 2,850.00 | 2,850.00 | - | 0% | 942.04 | 1,020.24 | 943.00 | 1,004.45 | 875.70 |
| Other Events-Pakenham | | | | | | | | | | |
| 173 | Other Events-Labour | 300.00 | 300.00 | - | 0% | 87.15 | | | | |
| 174 | Other Events-Materials & Supplies | 1,000.00 | 1,000.00 | - | 0% | 425.00 | 1,020.59 | 4,894.91 | 4,010.49 | 639.61 |
| 175 | Other Events-Advertising | 250.00 | 200.00 | 50.00 | 0% | | | | | |
| | Total | 1,550.00 | 1,500.00 | 50.00 | 0% | 512.15 | 1,020.59 | 4,894.91 | 4,010.49 | 639.61 |
| | Total Events-Pakenham | 26,650.00 | 26,600.00 | 50.00 | 0% | 22,431.38 | 27,647.48 | 23,173.18 | 28,806.06 | 24,180.21 |
| Other Recreation Expenses | | | | | | | | | | |
| 176 | Youth Centre | 30,000.00 | 30,000.00 | - | 0% | 30,000.00 | 29,897.45 | 132,470.88 | 69,359.61 | 27,256.79 |
| 177 | Ramsay Recreation Facility Grant | 20,000.00 | - | 20,000.00 | 0% | | | | | |
| 178 | Mississippi Valley Textile Museum | 67,983.00 | 66,520.00 | 1,463.00 | 2% | 66,520.00 | 65,089.00 | 54,241.00 | 43,393.00 | 40,400.00 |
| 179 | Home Support-Mills Community Support Corp. | 3,500.00 | 3,500.00 | - | 0% | 3,500.00 | 3,500.00 | 3,500.00 | 3,500.00 | 3,500.00 |
| 180 | Mills Community Support-Seniors Programming | 10,000.00 | 10,000.00 | - | | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | |
| 181 | Appleton Museum | 26,252.00 | 25,687.00 | 565.00 | 2% | 25,687.00 | 25,134.00 | 20,945.00 | 16,756.00 | 10,030.00 |
| 182 | Naismith Basketball Foundation | 5,987.00 | 5,858.00 | 129.00 | | 5,858.00 | 5,732.00 | 5,620.00 | 5,520.00 | 5,410.00 |
| 183 | R. Tait McKenzie Memorial Museum | 5,987.00 | 5,858.00 | 129.00 | | 5,858.00 | 5,732.00 | 5,620.00 | 5,520.00 | 5,410.00 |
| 184 | Public Skating Monitors | 2,900.00 | 2,800.00 | 100.00 | 4% | 2,877.71 | 2,948.14 | 2,489.95 | 2,533.20 | 3,100.74 |
| | Total | 172,609.00 | 150,223.00 | 22,386.00 | 15% | 150,300.71 | 148,032.59 | 234,886.83 | 156,581.81 | 95,107.53 |
| | Total Expenditures | 1,803,764.00 | 1,689,407.00 | 114,357.00 | 7% | 1,608,688.94 | 1,558,182.64 | 1,682,691.20 | 1,514,801.42 | 1,403,383.14 |
| | Net Recreation Fund | - 18,852.00 | - 15,740.00 | - 3,112.00 | | - 21,722.57 | - 19,865.30 | - 27,243.46 | - 31,404.73 | - 14,299.75 |

| CURLING | | | | | | | | | | |
|-------------------------------------|---|--------------------|--------------------|-------------------|---------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| 2020 Budget | | | | | | | | | | |
| | | | | | | | | | | |
| | | 2020 | 2019 | \$ | % | 2019 | 2018 | 2017 | 2016 | 2015 |
| Line # | Description | Budget | Budget | Change | Change | Actual | Actual | Actual | Actual | Actual |
| Revenues | | | | | | | | | | |
| Food/Liquor | | | | | | | | | | |
| 1 | Beverage Sales | - 37,000.00 | - 31,000.00 | - 6,000.00 | 19% | - 49,691.57 | - 53,138.06 | - 30,853.36 | - 28,242.29 | - 25,580.65 |
| 2 | Food Sales | | - 3,500.00 | 3,500.00 | -100% | | | - 1,827.15 | - 2,833.52 | - 2,898.13 |
| | Total | - 37,000.00 | - 34,500.00 | - 2,500.00 | 7% | - 49,691.57 | - 53,138.06 | - 32,680.51 | - 31,075.81 | - 28,478.78 |
| Rental Revenues | | | | | | | | | | |
| 3 | Curling Lounge Rental | - 2,500.00 | - 2,500.00 | - | 0% | - 827.80 | - 3,468.96 | - 634.00 | - 2,432.34 | - 1,660.57 |
| 4 | Curling Surface Rental | - 500.00 | - 500.00 | - | 0% | - 3,962.00 | | | | |
| 5 | Curling Surface Bar Proceeds | - | - 2,000.00 | 2,000.00 | -100% | | | - 171.90 | | |
| 6 | Curling Ice Rental-Curling Club | - 33,544.00 | - 32,254.00 | - 1,290.00 | 4% | - 32,899.02 | - 33,880.80 | - 30,858.51 | - 30,094.08 | - 29,426.51 |
| 7 | Curling Rink Advertising | | | - | #DIV/0! | | | | - 400.00 | - 300.00 |
| | Total | - 36,544.00 | - 37,254.00 | 710.00 | -2% | - 37,688.82 | - 37,349.76 | - 31,664.41 | - 32,926.42 | - 31,387.08 |
| | Total Revenues | - 73,544.00 | - 71,754.00 | - 1,790.00 | 2% | - 87,380.39 | - 90,487.82 | - 64,344.92 | - 64,002.23 | - 59,865.86 |
| Expenditures | | | | | | | | | | |
| Curling General Expenses | | | | | | | | | | |
| 8 | Curling General Exp.-Other Professional Fees | | | - | 0% | | | 77.13 | 302.86 | - 126.96 |
| 9 | Curling General Exp.-Insurance (Building Etc.) | 6,346.00 | 6,044.00 | 302.00 | 5% | 6,044.07 | 5,241.60 | 6,940.80 | 7,194.96 | 6,915.96 |
| 10 | Curling Utilities | 36,300.00 | 35,500.00 | 800.00 | 2% | 44,683.71 | 34,648.38 | 27,731.46 | 35,701.37 | 24,186.80 |
| | Total | 42,646.00 | 41,544.00 | 1,102.00 | 3% | 50,727.78 | 39,889.98 | 34,749.39 | 43,199.19 | 30,975.80 |
| Curling Misc. Maint. | | | | | | | | | | |
| 11 | Curling Misc. Maint.-Labour | 100.00 | 500.00 | - 400.00 | 0% | 247.50 | 78.00 | | | |
| Curling Lounge Setup/Cleanup | | | | | | | | | | |
| 12 | Curling Lounge Setup/Cleanup-Labour | - | - | - | 0% | 116.20 | | | | |
| 13 | Curling Lounge Setup/Cleanup-Materials & Supplies | - | - | - | 0% | | | 75.52 | 302.35 | |
| | Total | - | - | - | 0% | 116.20 | - | 75.52 | 302.35 | - |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|--|--|------------------|------------------|-----------------|--------------|-------------------|-------------------|------------------|------------------|------------------|
| Curling Ice Rental Lounge Maint. | | | | | | | | | | |
| 14 | Curling Ice Rental Lounge Maint.-Labour | 10,000.00 | 7,000.00 | 3,000.00 | 43% | 16,314.24 | 13,794.69 | 7,044.43 | 7,061.42 | 6,286.59 |
| 15 | Curling Ice Rental Lounge Maint.-M&S | 1,500.00 | 1,500.00 | - | 0% | 1,506.68 | 1,056.66 | 1,607.79 | 1,603.64 | 951.53 |
| 16 | Curling Ice Rental Lounge Maint.-Contract R&M | 2,500.00 | | 2,500.00 | 0% | | | | | |
| | Total | 14,000.00 | 8,500.00 | 5,500.00 | 65% | 17,820.92 | 14,851.35 | 8,652.22 | 8,665.06 | 7,238.12 |
| Curling Ice Rental Locker Maint. | | | | | | | | | | |
| 17 | Curling Ice Rental Locker Maint.-Labour | 1,800.00 | 1,800.00 | - | 0% | 3,839.95 | 3,188.68 | 1,407.52 | 1,565.37 | 1,820.59 |
| 18 | Curling Ice Rental Locker Maint.-M&S | 400.00 | 400.00 | - | 0% | 503.34 | 1,324.24 | 1,202.08 | 444.86 | 1,523.60 |
| | Total | 2,200.00 | 2,200.00 | - | 0% | 4,343.29 | 4,512.92 | 2,609.60 | 2,010.23 | 3,344.19 |
| Curling Ice Rental Surface Maint. | | | | | | | | | | |
| 19 | Curling Ice Rental Surface Maint.-Labour | 1,000.00 | 1,000.00 | - | 0% | | 483.09 | 1,792.92 | 873.73 | 328.38 |
| 20 | Curling Ice Rental Surface Maint.-M&S | 2,800.00 | 3,250.00 | - 450.00 | -14% | 3,080.98 | 2,246.20 | 2,594.20 | 2,643.87 | 3,191.02 |
| 21 | Curling Ice Rental Surface Maint.-Contract R&M | | | - | 0% | | | | | |
| | Total | 3,800.00 | 4,250.00 | - 450.00 | -11% | 3,080.98 | 2,729.29 | 4,387.12 | 3,517.60 | 3,519.40 |
| Curling Ice Plant | | | | | | | | | | |
| 22 | Curling Ice Plant-Labour | - | 2,000.00 | - 2,000.00 | -100% | | | 2,164.97 | 1,374.69 | |
| 23 | Curling Ice Plant-M & R Parts (Inventory) | - | 100.00 | - 100.00 | -100% | | | | 949.67 | 523.91 |
| 24 | Curling Ice Plant-Contract-Repairs/Maintenance | 4,500.00 | 3,000.00 | 1,500.00 | 50% | 5,474.98 | 9,407.35 | 11,365.70 | 2,675.00 | 641.00 |
| | Total | 4,500.00 | 5,100.00 | - 600.00 | -12% | 5,474.98 | 9,407.35 | 13,530.67 | 4,999.36 | 1,164.91 |
| Curling Ice Scraper | | | | | | | | | | |
| 25 | Curling Ice Scraper-Labour | - | 250.00 | - 250.00 | -100% | | | | 169.93 | 169.99 |
| 26 | Curling Ice Scraper-M & R Parts (Inventory) | | | - | 0% | | | | | |
| 27 | Curling Ice Scraper-Contract-Repairs/Maintenance | | | - | 0% | | 1,392.75 | | | |
| | Total | - | 250.00 | - 250.00 | -100% | - | 1,392.75 | - | 169.93 | 169.99 |
| Curling Bar | | | | | | | | | | |
| 28 | Curling Bar-Labour | 12,000.00 | 12,000.00 | - | 0% | 12,939.11 | 12,724.36 | 12,256.36 | 11,612.51 | 8,219.77 |
| 29 | Curling Bar-Employee Benefits | 900.00 | 900.00 | - | 0% | 1,103.91 | 1,103.30 | 767.34 | 713.09 | 926.31 |
| 30 | Curling Bar-Other M & S | 100.00 | 100.00 | - | 0% | 303.92 | 156.99 | 51.50 | 42.49 | 24.20 |
| 31 | Curling Bar-Food Purchases | 1,000.00 | 1,000.00 | - | 0% | 678.09 | 3,500.00 | 1,199.78 | 1,158.19 | 1,188.49 |
| 32 | Curling Bar-Liquor & Beer Purchases | 10,000.00 | 10,000.00 | - | 0% | 15,043.69 | 18,746.77 | 12,099.86 | 10,898.22 | 8,963.39 |
| 33 | Curling Bar-Pop & Mix Purchases | 1,000.00 | 1,000.00 | - | 0% | 1,424.48 | 1,050.06 | 1,209.02 | 1,097.00 | 863.93 |
| 34 | Curling Bar-Misc. Equipment Expense | 150.00 | 150.00 | - | 0% | 22.56 | 200.00 | - | 856.31 | |
| | Total | 25,150.00 | 25,150.00 | - | 0% | 31,515.76 | 37,481.48 | 27,583.86 | 26,377.81 | 20,186.09 |
| | Total Expenditures | 92,396.00 | 87,494.00 | 4,902.00 | 6% | 113,327.41 | 110,343.12 | 91,588.38 | 89,241.53 | 66,598.50 |
| | Net Curling Fund | 18,852.00 | 15,740.00 | 3,112.00 | 20% | 25,947.02 | 19,855.30 | 27,243.46 | 25,239.30 | 6,732.64 |

RECREATION AND CURLING BUDGETS 2020

REVENUES

FEDERAL GRANTS

\$ 300.00

CANADA DAY FUNDS AND SITE UPGRADES AT CLAYTON TAYLOR PARK

RESERVE FUNDS

\$.00

FUNDS COLLECTED THROUGH DEVELOPMENT CHARGES TO OFFSET
THE COST OF FACILITY DEBT PAYMENTS

MUNICIPAL GRANT

\$1,309,995.00

FUNDS PROVIDED BY THE MUNICIPALITY

REVENUE-ALMONTE

\$264,321.00

INCLUDES REVENUES FOR ALL FACILITY RENTALS, PROGRAMS AND EVENTS

REVENUE-SPORTS FIELDS/PARKS

\$18,200.00

RENTAL OF SPORTS FIELDS FOR BALL, SOCCER, ETC. ALSO INCLUDES RENTAL OF THE
CEDAR HILL HALL

REVENUES-PAKENHAM

\$229,800.00

INCLUDES REVENUES FOR ALL FACILITY RENTALS, PROGRAMS AND EVENTS

EXPENDITURES

SALARIES, WAGES AND BENEFITS

\$424,270.00

ADMINISTRATION SALARIES (ALL OTHER SALARIES ALLOCATED TO LABOUR ACCOUNTS.
INCLUDES 40% OF COMMUNITY/CULTURAL PROGRAMMER SALARY) PLUS APPLICABLE
BENEFITS FOR FULL AND PART TIME AND STUDENTS INCLUDING STATUTORY BENEFITS

RECREATION GENERAL EXPENSES

LABOUR

\$40,000.00

FULL TIME AND PART TIME WAGES ALLOCATED TO GENERAL RECREATION

| | |
|---|--------------|
| <u>OFFICE SUPPLIES</u> | \$3,000.00 |
| PAPER, ENVELOPES, TONER ETC. | |
| <u>OTHER MATERIALS & SUPPLIES</u> | \$ 2,000.00 |
| MISCELLANEOUS ITEMS THAT CAN'T BE PLACED ELSEWHERE | |
| <u>POSTAGE & COURIER</u> | \$500.00 |
| <u>TELEPHONE</u> | \$10,000.00 |
| PHONE LINES, CELL PHONES | |
| <u>OTHER PROFESSIONAL FEES</u> | \$1,500.00 |
| FEES PAID FOR BOOKING SOFTWARE | |
| <u>COMPUTER SERVICES EXPENSE</u> | \$4,500.00 |
| IT SUPORT COSTS | |
| <u>TRAVELLING EXPENSE</u> | \$2,000.00 |
| MILEAGE | |
| <u>MEMBERSHIPS</u> | \$1,500.00 |
| ANNUAL MEMBERSHIPS TO RECREATION ASSOCIATIONS | |
| <u>ASSOCIATION & CONVENTION</u> | \$2,000.00 |
| TRAINING FOR STAFF | |
| <u>OTHER SERVICES & RENTS</u> | \$750.00 |
| <u>RENTALS & MAINTENAANCE</u> | \$10,000.00 |
| ALARM MONITORING, ELEVATOR MAINTENANCE, FIRE EXTIGUISHER INSPECTION, SNOW REMOVAL,ETC. | |
| <u>LOAN PAYMENTS</u> | \$236,008.00 |
| LONG TERM DEBT REPAYMENTS ON ALMONTE COMMUNITY CENTRE, STEWART COMMUNITY CENTRE AND ICE RESURFACER | |
| <u>CARLETON PLACE POOL GRANT</u> | \$28,821.00 |
| COST SHARING AGREEMENT FOR POOL | |

CARLETON PLACE RECREATION GRANT

\$61,037.00

COST SHARING AGREEMENT FOR RECREATION

FACILITIES

ALMONTE ARENA EXPENSES

\$279,596.00

OPERATING COSTS ASSOCIATED WITH THE ALMONTE COMMUNITY CENTRE (EXCLUDING CURLING) INCLUDING, UTILITIES, INSURANCE, LABOUR, MAINTENANCE, BAR OPERATIONS, EQUIPMENT MAINTENANCE ETC.

PAKENHAM ARENA EXPENSES

\$216,946.00

OPERATING COSTS ASSOCIATED WITH THE STEWART COMMUNITY CENTRE INCLUDING, UTILITIES, INSURANCE, LABOUR, MAINTENANCE, BAR OPERATIONS, EQUIPMENT MAINTENANCE ETC.

SPORTS FIELDS/PARKS

RECREATION FIELDS/PARKS EXPENSES

\$204,554.00

MAINTENANCE, LABOUR, UTILITIES, INSURANCE, ETC. FOR ALL SPORTS FIELDS, PARKS AND OTHER RECREATION FACILITIES

VEHICLES & EQUIPMENT

VEHICLE & EQUIPMENT

\$26,750.00

LABOUR, FUEL, OIL, REPAIRS ETC. FOR RECREATION VEHICLES AND LAWN MOWING EQUIPMENT

PROGRAMS

ALMONTE & PAKENHAM PROGRAMS

\$24,025.00

COSTS TO PROVIDE PROGRAMS INCLUDING LABOUR, ADVERTISING, INSTRUCTION COSTS, MATERIALS & SUPPLIES, ETC. PROGRAMS INCLUDE RECREATION HOCKEY, BABYSITTING COURSE, SWIMMING, ETC.

EVENTS

ALMONTE & PAKENHAM EVENTS \$59,100.00

COSTS TO PROVIDE EVENTS INCLUDING LABOUR, ADVERTISING, MATERIALS & SUPPLIES, ETC. EVENTS INCLUDE LIGHT UP THE NIGHT, CHRISTMAS PARADES, CRAFT SHOW, FALL FAIR ETC.

OTHER RECREATION EXPENSES

YOUTH CENTRE \$ 30,000.00

ANNUAL FUNDING

MISSISSIPPI VALLEY TEXTILE MUSEUM \$67,983.00

ANNUAL FUNDING

MILLS COMMUNITY SUPPORT CORPORATION \$3,500.00

ANNUAL FUNDING PROVIDED TO ASSIST WITH THE HOME SUPPORT PROGRAM

MILLS COMMUNITY SUPPORT CORPORATION \$10,000.00

ANNUAL FUNDING PROVIDED TO ASSIST WITH SENIORS PROGRAMMING

APPLETON MUSEUM \$26,252.00

ANNUAL FUNDING

NAISMITH BASKETBALL FOUNDATION \$5,987.00

ANNUAL FUNDING

R. TAIT MCKENZIE MEMORIAL MUSEUM \$5,987.00

ANNUAL FUNDING

RAMSAY RECREATION FACILITY GRANT \$20,000.00

ANNUAL FUNDING

PUBLIC SKATING MONITORS \$ 2,900.00

WAGES PAID TO PUBLIC SKATING MONITORS

CURLING

REVENUES

BEVERAGE AND FOOD SALES \$37,000.00

REVENUES FROM SALE OF LIQUOR, BEER AND FOOD

RENTAL REVENUES \$36,544.00

INCLUDES OFF SEASON RENTALS, AND THE AGREEMENT WITH THE CURLING CLUB FOR USE DURING THE CURLING SEASON

EXPENDITURES

GENERAL OPERATING EXPENSES \$42,646.00

INSURANCE AND UTILITIES

MAINTENANCE \$24,600.00

INCLUDES MAINTENANCE & LABOUR ON LOUNGE, SURFACE, LOCKER AREA, ICE PLANT, AND ICE SCRAPER

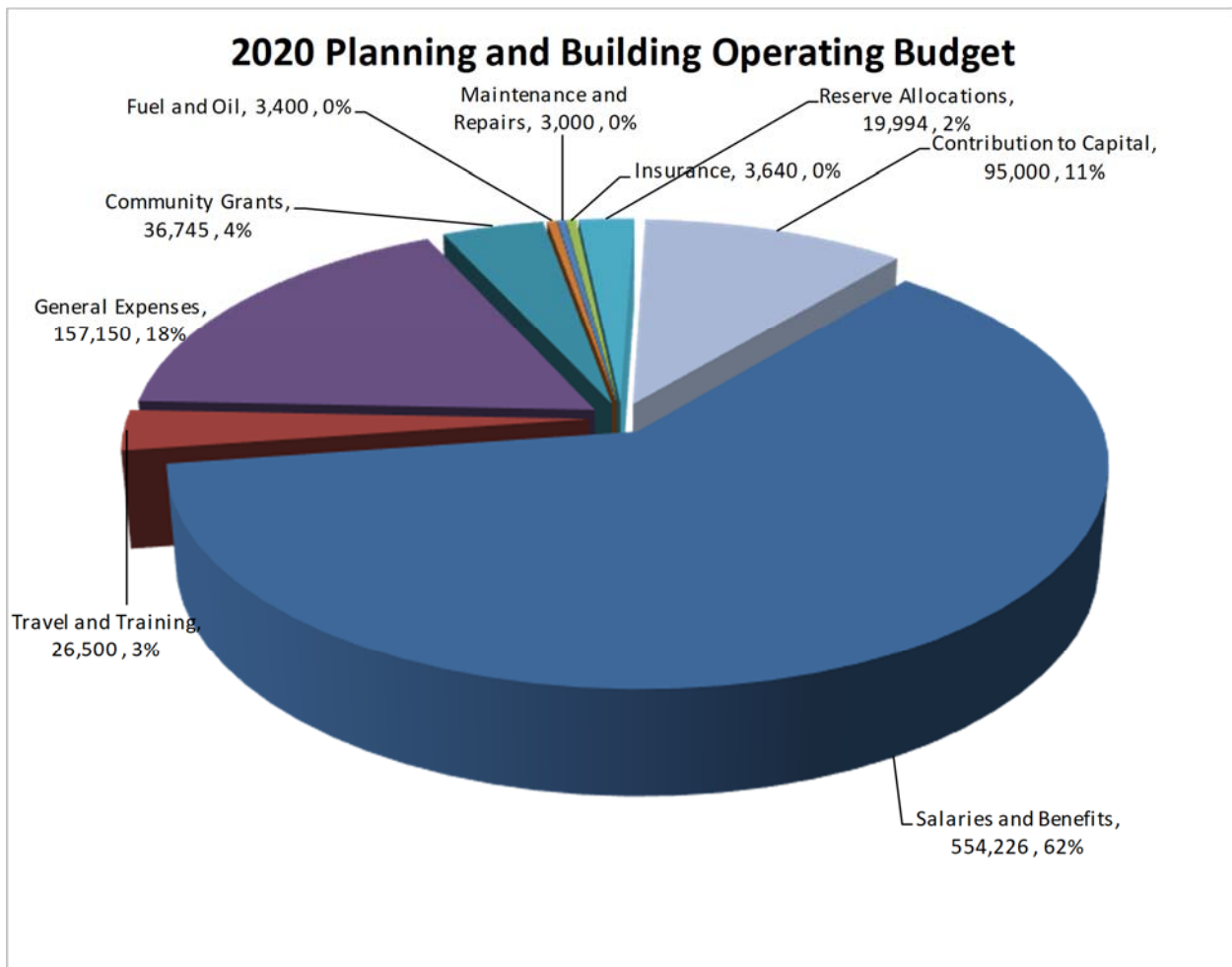
CURLING BAR EXPENSES \$25,150.00

INCLUDES ALL COSTS TO OPERATE THE BAR SUCH AS LIQUOR & BEER, FOOD, LABOUR, ETC.

PLANNING AND BUILDING

Planning is responsible for all aspects of land use planning as mandated by the *Ontario Planning Act* including community plans and development application reviews and approvals. The department is responsible for the development and implementation of the Community Official Plan and zoning by-laws. It also deals with severances, subdivision development, minor variances and site plan control. Planning oversees the management of cultural heritage assets with support from the Municipality's Heritage Committee.

The **Building Department** oversees construction in the Municipality in accordance with the *Ontario Building Code* including issuing building permits, carrying out inspections and providing information on all aspects of building within the Municipality. The building department's expenses are offset by building permit revenue **and no funding is provided through municipal taxation.**



Municipality of Mississippi Mills 2020 Budget Summary

Planning

| | A | B | C | D=B + C | E= C/B | |
|-------------------------------|----------------|-----------------|----------------|------------------|------------------------|---|
| | | 2019 | 2020 | 2020 | % 2020 | |
| | 2018 Actual | Approved Budget | Program Change | Requested Budget | Requested/ 2019 Budget | |
| Expenditures: | | | | | | |
| Remuneration, Salaries & Bene | 192,433 | 225,157 | 24,403 | 249,560 | 10.84% | Includes Step increases, CPI, 50% of F/T Building and Planning Clerk and summer student |
| Travel & Training | 3,677 | 10,500 | | 10,500 | 0.00% | |
| Materials & Contracts | | | | | | |
| General Operating Expenses | 98,260 | 36,850 | (2,900) | 33,950 | -7.87% | |
| Community Grants | | | | | | |
| Fuel & Oil | | | | | | |
| M&R (facilities, fleet etc.) | | | | | | |
| Utilities | | | | | | |
| Insurance | | | | | | |
| Transfers to Reserves | - | - | | - | | |
| Debt Repayments | | | | | | |
| Capital Expenditures | 24,435 | - | 95,000 | 95,000 | 0.00% | Refer to capital budget |
| Total Expenditures | 318,805 | 272,507 | 116,503 | 389,010 | 42.75% | |
| Revenues | | | | | | |
| Grants | | | | | | |
| User Fees | 82,050 | 100,000 | 10,000 | 110,000 | 10.00% | Planning application fees |
| Other Fees & Charges | | | | | | |
| Transfer from Reserves | | | | | | |
| Transfer from DCs | | | | | | |
| Total Revenues | 82,050 | 100,000 | 10,000 | 110,000 | 10.00% | |
| Net Levy | 236,755 | 172,507 | 106,503 | 279,010 | 61.74% | |

| PLANNING | | | | | | | | | | |
|--------------------|----------------------------|-------------------|-------------------|-------------------|---------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 2020 Budget | | | | | | | | | | |
| | | 2020 | 2019 | \$ | % | 2019 | 2018 | 2017 | 2016 | 2015 |
| Line # | Description | Budget | Budget | Change | Change | Actual | Actual | Actual | Actual | Actual |
| 1 | Salaries, Wages & Benefits | 249,560.00 | 225,157.00 | 24,403.00 | 11% | 210,474.53 | 192,432.60 | 198,657.87 | 219,203.88 | 209,615.69 |
| 2 | Publications | 100.00 | 100.00 | - | 0% | 139.78 | 146.50 | 34.55 | 99.75 | 95.15 |
| 3 | Other M & S | 1,000.00 | 1,000.00 | - | 0% | 886.80 | | | | |
| 4 | Materials & Supplies | 2,000.00 | 2,000.00 | - | 0% | 3,382.34 | 4,875.78 | 3,734.67 | 1,711.44 | 2,091.63 |
| 5 | Postage & Courier Services | 800.00 | 800.00 | - | 0% | 1,549.34 | 4,485.44 | 1,260.89 | 933.91 | 1,387.71 |
| 6 | Telephone | 1,800.00 | 700.00 | 1,100.00 | 157% | 1,299.08 | 934.46 | 623.90 | 635.26 | 917.45 |
| 7 | Legal Fees | 8,000.00 | 12,000.00 | -4,000.00 | -33% | 14,422.20 | 597.58 | | | |
| 8 | Other Professional Fees | 4,000.00 | 4,000.00 | - | 0% | 3,348.37 | 87,220.52 | 51,280.65 | 36,925.79 | 96,657.21 |
| 9 | Computer Services Expense | 16,000.00 | 16,000.00 | - | 0% | 8,236.09 | | | | |
| 10 | Advertising | 250.00 | 250.00 | - | 0% | | | 5,524.14 | | |
| 11 | Travelling Expense | 5,500.00 | 5,500.00 | - | 0% | 319.11 | 1,228.65 | 5,012.18 | 8,452.51 | 5,839.22 |
| 12 | Memberships | 1,000.00 | 1,000.00 | - | 0% | 933.66 | 448.73 | 1,048.88 | 1,500.43 | 1,192.97 |
| 13 | Association & Convention | 4,000.00 | 4,000.00 | - | 0% | 1,957.10 | 2,000.07 | 1,078.03 | 3,261.48 | 5,294.87 |
| 14 | Capital Expenditure | 95,000.00 | - | 95,000.00 | 0% | - | 24,434.80 | 37,519.00 | 29,197.61 | 4,217.36 |
| 15 | To Reserves | | | - | 0% | | | 45,260.00 | 20,000.00 | 25,000.00 |
| | Total Expenditures | 389,010.00 | 272,507.00 | 116,503.00 | 43% | 246,948.40 | 318,805.13 | 351,034.76 | 321,922.06 | 352,309.26 |

**PLANNING BUDGET
2020**

| | |
|---|--------------|
| <u>SALARIES, WAGES & BENEFITS</u> | \$249,560.00 |
| PLANNER, JUNIOR PLANNER, PORTION OF BUILDING & PLANNING CLERK'S SALARY SUMMER STUDENT INCLUDING ALL BENEFITS | |
| <u>PUBLICATIONS</u> | \$100.00 |
| ONTARIO MUNICIPAL BOARD DECISIONS CASE LAW PERIODICAL | |
| <u>OTHER M&S</u> | \$1,000.00 |
| FOR ITEMS THAT CANNOT BE PLACED ELSEWHERE | |
| <u>MATERIALS & SUPPLIES</u> | \$2,000.00 |
| PURCHASE OF FORMS, SPECIALIZED OFFICE SUPPLIES AND MATERIALS | |
| <u>POSTAGE & COURIER</u> | \$800.00 |
| NOTICE OF PUBLIC MEETINGS MAILINGS | |
| <u>TELEPHONE</u> | \$1,800.00 |
| CELL PHONE AND TABLET | |
| <u>LEGAL FEES</u> | \$8,000.00 |
| AS REQUIRED | |
| <u>OTHER PROFESSIONAL FEES</u> | \$4,000.00 |
| PLANNING ASSISTANCE | |
| <u>COMPUTER SERVICES EXPENSE</u> | \$16,000.00 |
| IT SUPPORT, CGIS UPGRADE, HARDWARE/SOFTWARE | |
| <u>ADVERTISING</u> | \$250.00 |
| ADVERTISING FOR ZONING BY-LAW, OFFICIAL PLAN AMEMDMENTS AND OTHER PLANNING ISSUES | |
| <u>TRAVEL EXPENSE</u> | \$5,500.00 |
| MILEAGE | |

MEMBERSHIPS

\$1,000.00

MCIP/CIP PROFESSIONAL MEMBERSHIP

ASSOCIATION & CONVENTION

\$4,000.00

PLANNING CONFERENCE AND PROFESSIONAL DEVELOPMENT

Municipality of Mississippi Mills 2020 Budget Summary

Building Department

| | A | B | C | D=B + C | E= C/B | |
|-----------------------------------|-------------|-----------------|----------------|------------------|-----------------------|---|
| | | 2019 | 2020 | 2020 | % 2020 | |
| | 2018 Actual | Approved Budget | Program Change | Requested Budget | Requested/2019 Budget | |
| Expenditures: | | | | | | |
| Remuneration, Salaries & Benefits | 332,253 | 346,665 | (42,999) | 303,666 | -12.40% | Includes Step Increase, CPII, F/T Admin support |
| Travel & Training | 7,475 | 16,100 | (2,100) | 14,000 | -13.04% | |
| Materials & Contracts | | | | | | |
| General Operating Expenses | 73,800 | 64,300 | 57,900 | 122,200 | 90.05% | |
| Community Grants | | | | | | |
| Fuel & Oil | 3,353 | 2,000 | 1,400 | 3,400 | 70.00% | |
| M&R (facilities, fleet etc.) | 1,279 | 1,500 | 1,500 | 3,000 | 100.00% | |
| Utilities | | | | | | |
| Insurance | 3,439 | 3,465 | 175 | 3,640 | 5.05% | |
| Transfers to Reserves | 193,599 | 12,000 | 7,994 | 19,994 | 66.62% | Repay vehicle purchases |
| Debt Repayments | | | | | | |
| Capital Expenditures | | | | | | |
| Total Expenditures | 615,198 | 446,030 | 23,870 | 469,900 | 5.35% | |
| Revenues | | | | | | |
| Grants | | | | | | |
| User Fees | 604,303 | 414,265 | 38,635 | 452,900 | 9.33% | Building permit fees |
| Other Fees & Charges | 10,895 | 23,000 | (6,000) | 17,000 | -26.09% | Admin and sign fees |
| Transfer from Reserves | | 8,765 | (8,765) | - | | |
| Transfer from DCs | | | | | | |
| Total Revenues | 615,198 | 446,030 | 23,870 | 469,900 | 5.35% | |
| Net Levy | - | - | - | - | 0.00% | No impact to the tax base |

BUILDING DEPARTMENT

2020 Budget

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|---------------------|---------------------------------------|---------------------|---------------------|--------------------|-------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Revenue | | | | | | | | | | |
| 1 | Building Admin. Fees | - 15,000.00 | - 15,000.00 | - | 0% | - 15,320.00 | - 7,500.00 | - 29,385.03 | - 10,031.88 | - 8,621.85 |
| 2 | Building Sign Fees | - 2,000.00 | - 8,000.00 | 6,000.00 | -75% | - 3,375.00 | - 3,395.00 | - 1,530.00 | - 2,012.00 | - 1,011.20 |
| 3 | Building Permits | - 452,900.00 | - 414,265.00 | - 38,635.00 | 9% | - 606,074.77 | - 604,302.65 | - 564,717.91 | - 412,505.01 | - 337,250.27 |
| 4 | Contract Fees | - | - | - | 0% | - 10,086.72 | | | | |
| 5 | Transfer from Reserves | | - 8,765.00 | 8,765.00 | 0% | | | | | - 12,810.86 |
| | | - 469,900.00 | - 446,030.00 | - 23,870.00 | 5% | - 634,856.49 | - 615,197.65 | - 595,632.94 | - 424,548.89 | - 359,694.18 |
| Expenditures | | | | | | | | | | |
| 6 | Salaries, Wages & Benefits | 303,666.00 | 346,665.00 | - 42,999.00 | -12% | 339,986.47 | 332,253.08 | 283,659.29 | 289,530.30 | 292,846.26 |
| 7 | Office Supplies | 4,200.00 | 3,900.00 | 300.00 | 8% | 5,399.45 | 3,842.24 | 2,782.84 | 1,500.41 | 2,200.85 |
| 8 | Postage & Courier Services | 800.00 | 500.00 | 300.00 | 60% | 842.99 | 622.10 | 224.13 | 699.72 | 504.96 |
| 9 | Telephone | 2,900.00 | 2,900.00 | - | 0% | 3,982.85 | 3,628.86 | 1,921.99 | 1,894.17 | 1,245.38 |
| 10 | Legal Fees | 5,000.00 | | 5,000.00 | #DIV/0! | 2,552.16 | 1,986.86 | 5,847.72 | 7,743.82 | 307.82 |
| 11 | Other Professional Fees | 25,000.00 | | 25,000.00 | #DIV/0! | | | | | |
| 12 | Computer Services Expense | 12,000.00 | 12,000.00 | - | 0% | 14,239.30 | 12,321.82 | 10,256.46 | 7,694.38 | 8,496.24 |
| 13 | Advertising | | - | - | 0% | | | 329.52 | | |
| 14 | Travelling Expense | 2,000.00 | 1,000.00 | 1,000.00 | 100% | 749.13 | 418.00 | 2,019.68 | 1,597.33 | 1,614.11 |
| 15 | Equipment Rentals, Other | | | | | | | 23,550.42 | | |
| 16 | Memberships | 2,000.00 | 2,000.00 | - | 0% | 966.56 | 272.00 | 1,162.33 | 724.66 | 818.52 |
| 17 | Association & Convention | 3,500.00 | 3,500.00 | - | 0% | 1,716.79 | 3,130.54 | 1,603.92 | 1,816.00 | 967.86 |
| 18 | Insurance (Building Etc.) | 3,640.00 | 3,465.00 | 175.00 | 5% | 3,465.20 | 3,439.20 | 5,607.84 | 8,703.41 | 5,287.56 |
| 19 | Misc. Vehicle Expense | 3,000.00 | 1,500.00 | 1,500.00 | 100% | 3,005.24 | 1,278.66 | 2,802.32 | 1,609.40 | 1,248.78 |
| 20 | Personnel (Clothing, Etc.) | 2,800.00 | 2,800.00 | - | 0% | 2,165.22 | 1,398.21 | 858.91 | 376.87 | 365.43 |
| 21 | Personnel (Courses/Memberships, Etc.) | 6,000.00 | 6,800.00 | - 800.00 | -12% | 11,416.15 | 3,654.52 | 3,897.21 | 2,632.18 | 2,781.66 |
| 22 | Fuel & Oil | 3,400.00 | 2,000.00 | 1,400.00 | 70% | 3,949.34 | 3,352.97 | 2,105.38 | 2,088.38 | 2,008.75 |
| 23 | Contracted Services | 10,000.00 | | 10,000.00 | | | | | | |
| 24 | Admin. Costs allocated | 60,000.00 | 45,000.00 | 15,000.00 | 33% | 60,000.00 | 50,000.00 | 45,000.00 | 35,000.00 | 33,000.00 |
| 25 | Capital Expenditure | - | | - | 0% | | | | | |
| 26 | Transfer to Reserves | 19,994.00 | 12,000.00 | 7,994.00 | 0% | 180,419.64 | 193,598.59 | 202,002.98 | 60,937.86 | 6,000.00 |
| | Total Expenditures | 469,900.00 | 446,030.00 | 23,870.00 | 5% | 634,856.49 | 615,197.65 | 595,632.94 | 424,548.89 | 359,694.18 |
| | Net Building Dept. | - | - | - | 0% | - | - | - | - | - |

**BUILDING DEPARTMENT BUDGET
2020**

REVENUES

BUILDING ADMIN. FEES \$15,000.00

ADMIN. FEES CHARGED ON BUILDING PERMITS

BUILDING SIGN FEES \$2,000.00

FEES COLLECTED UNDER THE SIGN BY-LAW

BUILDING PERMIT FEES \$452,900.00

FEES COLLECTED FOR ISSUING BUILDING PERMITS

TRANSFER FROM RESERVES \$0.00

EXPENDITURES

SALARIES, WAGES & BENEFITS \$303,666.00

INCLUDES CHIEF BUILDING OFFICIAL, BUILDING INSPECTORS AND A PORTION OF BUILDING AND PLANNING CLERK'S SALARY, INCLUDES ALL ASSOCIATED BENEFITS

OFFICE SUPPLIES \$4,200.00

INCLUDES THE PURCHASE OF FORMS REQUIRED BY THE BUILDING DEPT. AND GENERAL OFFICE SUPPLY NEEDS

POSTAGE & COURIER SERVICES \$800.00

TELEPHONE \$2,900.00

CELL PHONES AND TABLETS

COMPUTER SERVICES EXPENSE \$12,000.00

IT SUPPORT, HARDWARE/SOFTWARE

TRAVELLING EXPENSE \$2,000.00

MILEAGE

MEMBERSHIPS \$2,000.00

ONTARIO BUILDING OFFICIALS, OBOA GOLDEN TRIANGLE

| | |
|---|-------------|
| <u>ASSOCIATION & CONVENTION</u> | \$3,500.00 |
| INCLUDES REGISTRATION FEES, MEALS AND ACCOMMODATION AT BUILDING RELATED CONFERENCES | |
| <u>INSURANCE</u> | \$3,640.00 |
| VEHICLE & LIABILITY INSURANCE | |
| <u>MISCELLANEOUS VEHICLE EXPENSE</u> | \$3,000.00 |
| LICENSES, MAINTENANCE, ETC. | |
| <u>PERSONNEL (CLOTHING, ETC.)</u> | \$2,800.00 |
| BOOT ALLOWANCE, PROTECTIVE CLOTHING AND EQUIPMENT | |
| <u>PERSONNEL (COURSES, ETC.)</u> | \$6,000.00 |
| TRAINING FOR STAFF ON BUILDING CODE REQUIREMENTS, PROFESSIONAL DEVELOPMENT | |
| <u>FUEL & OIL</u> | \$3,400.00 |
| FOR BUILDING DEPT. VEHICLES | |
| <u>ADMIN. COSTS ALLOCATED</u> | \$60,000.00 |
| ADMINISTRATION COSTS ALLOCATED TO BUILDING DEPARTMENT PER BILL 124 (SEE ADMINISTRATION BUDGET) | |
| <u>TO RESERVES</u> | \$19,994.00 |

Municipality of Mississippi Mills 2020 Budget Summary

Heritage

| | A | B | C | D=B + C | E= C/B | |
|-----------------------------------|---------------|----------------------|---------------------|-----------------------|------------------------------|---|
| | 2018 Actual | 2019 Approved Budget | 2020 Program Change | 2020 Requested Budget | % 2020 Requested/2019 Budget | |
| Expenditures: | | | | | | |
| Remuneration, Salaries & Benefits | 975 | 1,150 | (150) | 1,000 | -13.04% | Honarium |
| Travel & Training | - | 2,000 | | 2,000 | 0.00% | |
| Materials & Contracts | | | | | | |
| General Operating Expenses | 1,270 | 1,000 | | 1,000 | 0.00% | |
| Community Grants | 10,432 | 35,600 | 1,145 | 36,745 | 3.22% | Tax relief program and heritage grant program |
| Fuel & Oil | | | | | | |
| M&R (facilities, fleet etc.) | | | | | | |
| Utilities | | | | | | |
| Insurance | | | | | | |
| Cost Sharing | | | | | | |
| Transfers to Reserves | | | | | | |
| Debt Repayments | | | | | | |
| Capital Expenditures | | | | | | |
| Total Expenditures | 12,677 | 39,750 | 995 | 40,745 | 2.50% | |
| Revenues | | | | | | |
| Grants | | | | | | |
| User Fees | | | | | | |
| Other Fees & Charges | | | | | | |
| Transfer from Reserves | | - | | - | 0.00% | |
| Transfer from DCs | | | | | | |
| Total Revenues | - | - | - | - | 0.00% | |
| Net Levy | 12,677 | 39,750 | 995 | 40,745 | 2.50% | |

HERITAGE COMMITTEE

2020 Budget

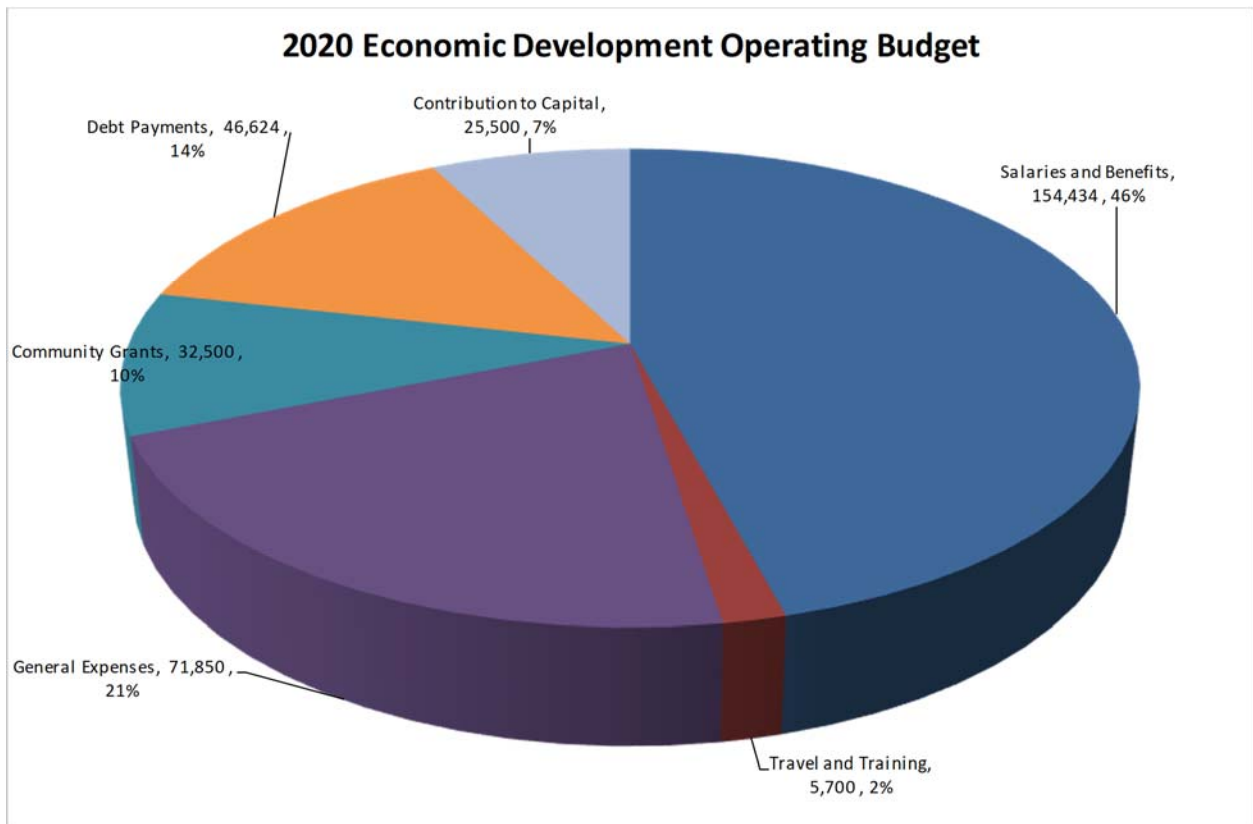
| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|--------|--------------------------|------------------|------------------|---------------|-------------|------------------|------------------|------------------|------------------|------------------|
| 1 | Honarariums | 1,000.00 | 1,150.00 | - 150.00 | -13% | 675.00 | 975.00 | 975.00 | 900.00 | 1,125.00 |
| 2 | Doors Open | | | - | #DIV/0! | | 1,194.87 | 1,514.31 | | |
| 3 | Materials & Supplies | 500.00 | 500.00 | - | 0% | | | 188.39 | 2.36 | 1.54 |
| 4 | Other Professional Fees | 500.00 | 500.00 | - | 0% | 448.08 | | 495.96 | | 75.00 |
| 5 | Travelling Expense | 1,000.00 | 1,000.00 | - | 0% | 535.70 | | | 975.49 | 433.12 |
| 6 | Association & Convention | 1,000.00 | 1,000.00 | - | 0% | 653.30 | 75.00 | | 902.61 | 614.86 |
| 7 | Other S & R | | | - | 0% | | | | | |
| 8 | Receptions | | - | - | #DIV/0! | | | | | |
| 9 | Tax Relief Program | 16,745.00 | 15,600.00 | 1,145.00 | 7% | 8,038.33 | 6,410.50 | 12,460.00 | 9,755.00 | 9,455.00 |
| 10 | Heritage grant program | 20,000.00 | 20,000.00 | - | | 18,951.74 | 4,021.26 | 7,363.29 | | |
| | | 40,745.00 | 39,750.00 | 995.00 | 3% | 29,302.15 | 12,676.63 | 22,996.95 | 12,535.46 | 11,704.52 |

HERITAGE BUDGET 2020

| | |
|---|-------------|
| <u>HONORARIUMS</u> | \$1,000.00 |
| RESEARCHER, MEETING ATTENDANCE | |
| <u>MATERIALS & SUPPLIES</u> | \$500.00 |
| PURCHASE OF LETTERHEAD, OFFICE & MISCELLANEOUS SUPPLIES, POSTAGE, PHOTOCOPYING, PHOTO DEVELOPING & FILM, NEWSLETTER PRINTING, ETC. | |
| <u>OTHER PROFESSIONAL FEES</u> | \$500.00 |
| COSTS ASSOCIATED WITH DESIGNATING A PROPERTY, ARCHITECTURAL AWARDS PROGRAM | |
| <u>TRAVELLING EXPENSES</u> | \$1,000.00 |
| MILEAGE, ACCOMODATION, MEAL EXPENSES | |
| <u>ASSOCIATION & CONVENTION</u> | \$1,000.00 |
| MEMBERSHIPS AND WORKSHOP REGISTRATION | |
| <u>TAX RELIEF PROGRAM</u> | \$16,745.00 |
| PER BY-LAW AND THE MUNICIPAL ACT | |
| <u>HERITAGE GRANT PROGRAM</u> | \$20,000.00 |
| PER BY-LAW | |

COMMUNITY AND ECONOMIC DEVELOPMENT

Mississippi Mills is a growing Municipality with over 13,000 residents. **Economic Development** is important for the Municipality in order to maintain its high quality of life, natural heritage, rural culture and small town charm. Economic Development is needed to attract and retain businesses to support the Municipality's continued growth and development. Economic Development also includes funding to support organizations through its municipal grant program (<https://www.mississippimills.ca/en/townhall/municipalgrants.asp>).



Municipality of Mississippi Mills 2020 Budget Summary

Community & Economic Development

| | A | B | C | D=B + C | E= C/B | |
|-------------------------------|----------------|-----------------|----------------|------------------|------------------------|--|
| | | 2019 | 2020 | 2020 | % 2020 | |
| | 2018 Actual | Approved Budget | Program Change | Requested Budget | Requested/ 2019 Budget | |
| Expenditures: | | | | | | |
| Remuneration, Salaries & Bene | 97,512 | 146,653 | 7,781 | 154,434 | 5.31% | Includes Step increase, CPI, summer students and support staff |
| Travel & Training | 3,340 | 5,700 | | 5,700 | 0.00% | |
| Materials & Contracts | | | | | | |
| General Operating Expenses | 74,529 | 69,350 | 2,500 | 71,850 | 3.60% | |
| Community Grants | | | | | | |
| Fuel & Oil | | | | | | |
| M&R (facilities, fleet etc.) | 5,184 | | | | | |
| Utilities | | | | | | |
| Insurance | | | | | | |
| Transfers to Reserves | 46,336 | | | | | |
| Debt Repayments | 45,883 | 46,624 | | 46,624 | 0.00% | Business Park |
| Capital Expenditures | 11,389 | 25,500 | - | 25,500 | 0.00% | See capital budget |
| Total Expenditures | 284,173 | 293,827 | 10,281 | 304,108 | 3.50% | |
| Revenues | | | | | | |
| Grants | | | | | | |
| User Fees | | | | | | |
| Other Fees & Charges | | | | | | |
| Transfer from Reserves | | 46,624 | | 46,624 | 0.00% | Offset debt costs |
| Transfer from DCs | | | | | | |
| Total Revenues | - | 46,624 | - | 46,624 | 0.00% | |
| Net Levy | 284,173 | 247,203 | 10,281 | 257,484 | 4.16% | |

| COMMUNITY AND ECONOMIC DEVELOPMENT | | | | | | | | | | |
|---|-------------------------------|-------------------|-------------------|------------------|---------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 2020 Budget | | | | | | | | | | |
| | | 2020 | 2019 | \$ | % | 2019 | 2018 | 2017 | 2016 | 2015 |
| Line # | Description | Budget | Budget | Change | Change | Actual | Actual | Actual | Actual | Actual |
| 1 | Salaries, Wages & Benefits | 154,434.00 | 146,653.00 | 7,781.00 | 5% | 108,145.82 | 97,512.44 | 90,636.58 | 84,043.20 | 86,361.46 |
| 2 | Office Supplies | 300.00 | 300.00 | - | 0% | 408.55 | 16.78 | 356.43 | 60.11 | 51.06 |
| 3 | Publications | 500.00 | 500.00 | - | 0% | | 101.05 | 161.04 | 587.66 | |
| 4 | Other M & S | 300.00 | 300.00 | - | 0% | | 42.63 | 166.61 | 149.98 | 620.86 |
| 5 | Postage & Courier Services | 150.00 | 150.00 | - | 0% | | | | | |
| 6 | Telephone (Info. Office) | 1,600.00 | 1,600.00 | - | 0% | 1,851.21 | 2,247.80 | 1,101.10 | 1,751.70 | 1,149.85 |
| 7 | Other Professional Fees | 1,000.00 | 1,000.00 | - | 0% | | | | 61.06 | 6,764.04 |
| 8 | Travelling Expense | 1,200.00 | 1,200.00 | - | 0% | 858.73 | 983.31 | 724.14 | 691.76 | 459.29 |
| 9 | Memberships | 1,500.00 | 1,500.00 | - | 0% | 788.64 | 1,102.78 | 721.18 | 1,304.98 | 2,156.26 |
| 10 | Association & Convention | 3,000.00 | 3,000.00 | - | 0% | 1,327.23 | 1,254.37 | 1,652.78 | 2,102.18 | 1,526.91 |
| 11 | Beautification vehicle maint. | 5,000.00 | 4,000.00 | 1,000.00 | 0% | 7,354.52 | 5,183.55 | 1,957.40 | | |
| 12 | Promotion | 40,000.00 | 40,000.00 | - | 0% | 34,350.92 | 47,644.24 | 56,513.86 | 45,283.84 | 37,465.01 |
| 13 | Beautification Projects | 20,000.00 | 20,000.00 | - | 0% | 25,611.32 | 23,804.40 | 28,842.12 | 27,241.32 | 26,318.07 |
| 14 | Tourism-Information Office | 3,000.00 | 1,500.00 | 1,500.00 | 100% | 2,325.21 | 671.62 | 1,280.84 | 807.14 | 606.24 |
| 15 | Long Term Debt Repayments | 46,624.00 | 46,624.00 | - | 0% | 45,848.10 | 45,883.47 | 45,916.27 | 45,947.90 | 45,978.14 |
| 16 | To Reserves | | | - | 0% | 23,048.00 | 46,335.50 | 6,000.00 | 16,424.29 | 15,331.91 |
| 17 | Capital Expenditure | 27,000.00 | 25,500.00 | 1,500.00 | 6% | 7,115.16 | 11,388.56 | 13,379.94 | 23,500.00 | 8,072.98 |
| | Total Expenditures | 305,608.00 | 293,827.00 | 11,781.00 | 4% | 259,033.41 | 284,172.50 | 249,410.29 | 249,957.12 | 232,862.08 |

**COMMUNITY ECONOMIC DEVELOPMENT BUDGET
2020**

| | |
|--|--------------|
| <u>SALARIES, WAGES & BENEFITS</u> | \$154,434.00 |
| FOR COMMUNITY CO-ORDINATOR, ADMINISTRATION ASSISTANCE, SUMMER STUDENT INCLUDING THE ASSOCIATED BENEFITS | |
| <u>OFFICE SUPPLIES</u> | \$300.00 |
| GENERAL OFFICE SUPPLIES | |
| <u>PUBLICATIONS</u> | \$500.00 |
| SUBSCRIPTIONS TO ECONOMIC DEVELOPMENT MATERIALS | |
| <u>OTHER MATERIALS & SUPPLIES</u> | \$300.00 |
| MISC. ITEMS THAT CANNOT BE PLACED ELSEWHERE | |
| <u>POSTAGE & COURIER</u> | \$150.00 |
| <u>TELEPHONE</u> | \$1,600.00 |
| CELL PHONE | |
| <u>OTHER PROFESSIONAL FEES</u> | \$1,000.00 |
| EVENT PUBLICITY PROGRAM, MEDIA PACKAGE OTHER CONSULTING, BUSINESS DATABASE UPDATE | |
| <u>TRAVELLING EXPENSE</u> | \$1,200.00 |
| MILEAGE | |
| <u>MEMBERSHIPS</u> | \$1,500.00 |
| MEMBERSHIPS-OTCA, EDAC, MMCC, PBTA, PITCH IN CANADA, CHAMBER | |
| <u>ASSOCIATION & CONVENTION</u> | \$3,000.00 |
| OEMC CONFERENCE INCLUDING REGISTRATION, MEALS & ACCOMMODATION | |
| <u>PROMOTION</u> | \$40,000.00 |
| COMMUNITY EVENT GRANTS, PROMOTIONAL ITEMS, COSTS TO PLACE ADVERTISEMENTS ADS-ONT. TRAVEL GUIDE ETC., MICRO GRANT PROGRAM | |

BEAUTIFICATION PROJECTS

\$20,000.00

SEASONAL DÉCOR INSTALLATION, ROUND ABOUT MAINTENANCE, RIVERWALK MAINTENANCE, FUNDING FOR HORTICULTURAL SOCIETIES, BANNERS, MURAL MAINTENANCE, GARDENING, EQUIPMENT, PLAQUE AND BENCH MAINTENANCE, ETC.

TOURISM-INFORMATION OFFICE

\$3,000.00

DISPLAYS, EQUIPMENT

LONG TERM DEBT REPAYMENTS

\$46,624.00

PHASE II OF THE BUSINESS PARK

CAPITAL EXPENDITURE

\$25,500.00

Municipality of Mississippi Mills 2020 Budget Summary

Municipal Grants

| | A | B | C | D=B + C | E= C/B |
|-----------------------------------|---------------|-----------------|----------------|------------------|---------------------------|
| | | 2019 | 2020 | 2020 | % 2020 |
| | 2018 Actual | Approved Budget | Program Change | Requested Budget | Requested/ 2019 Budget |
| Expenditures: | | | | | |
| Remuneration, Salaries & Benefits | | | | | |
| Travel & Training | | | | | |
| Materials & Contracts | | | | | |
| General Operating Expenses | | | | | |
| Community Grants | 30,500 | 31,400 | 1,100 | 32,500 | 3.50% |
| Fuel & Oil | | | | | |
| M&R (facilities, fleet etc.) | | | | | |
| Utilities | | | | | |
| Insurance | | | | | |
| Cost Sharing | | | | | |
| Transfers to Reserves | | | | | |
| Debt Repayments | | | | | |
| Capital Expenditures | | | | | |
| Total Expenditures | 30,500 | 31,400 | 1,100 | 32,500 | 3.50% |
| Revenues | | | | | |
| Grants | | | | | |
| User Fees | | | | | |
| Other Fees & Charges | | | | | |
| Transfer from Reserves | | | | | |
| Transfer from DCs | | | | | |
| Total Revenues | - | - | - | - | |
| Net Levy | 30,500 | 31,400 | 1,100 | 32,500 | 3.50% |

OTHER CULTURAL-MUNICIPAL GRANTS

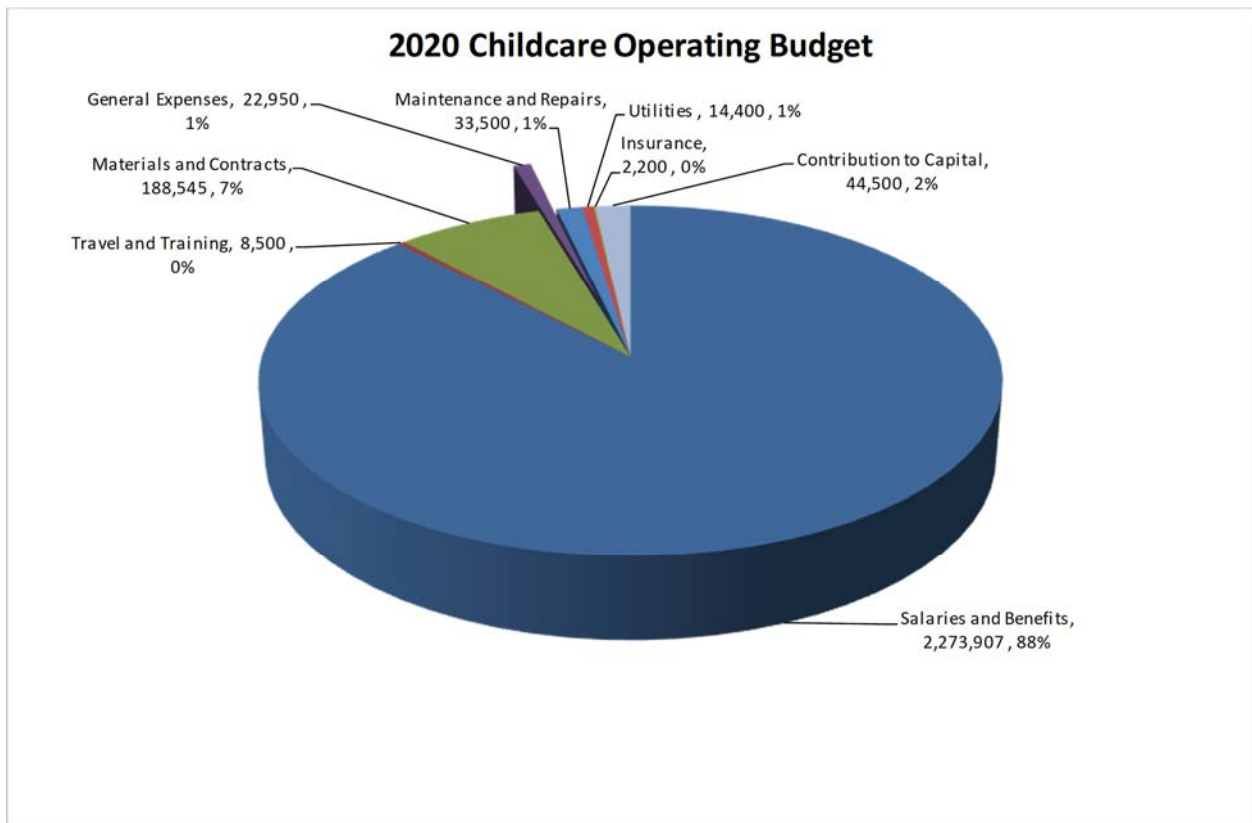
2020 Budget

| | | 2020 | 2019 | \$ | % | 2019 | 2018 | 2017 | 2016 | 2015 |
|--------|---------------------|------------------|------------------|-----------------|-----------|------------------|------------------|------------------|------------------|------------------|
| Line # | Description | Budget | Budget | Change | Change | Actual | Actual | Actual | Actual | Actual |
| 1 | Grants or Donations | 1,750.00 | 1,750.00 | - | 0% | 2,500.00 | 1,750.00 | | 1,750.00 | 1,750.00 |
| 2 | Grants or Donations | 30,750.00 | 29,650.00 | 1,100.00 | 4% | 29,610.00 | 28,750.00 | 27,200.00 | 36,450.00 | 24,250.00 |
| | | 32,500.00 | 31,400.00 | 1,100.00 | 4% | 32,110.00 | 30,500.00 | 27,200.00 | 38,200.00 | 26,000.00 |

CHILDCARE

The Municipality provides **Childcare** services for its residents to support young families who live in this community. The Daycare Centre employs highly trained qualified staff to provide care for infants, toddlers, pre-school age children and before and after school care. Summer programs are also available in July and August.

In 2019 there was an expansion of the service as a new facility constructed by the Catholic District School Board through a lease agreement with the Municipality. This arrangement allowed the Municipality to grow the program at a relatively low cost.



Municipality of Mississippi Mills 2020 Budget Summary

Daycare

| | A | B | C | D=B + C | E= C/B | |
|-------------------------------|------------------|------------------|----------------|------------------|-----------------------|--|
| | | 2019 | 2020 | 2020 | % 2020 | |
| | 2018 Actual | Approved Budget | Program Change | Requested Budget | Requested/2019 Budget | |
| Expenditures: | | | | | | |
| Remuneration, Salaries & Bene | 1,552,689 | 1,935,294 | 338,613 | 2,273,907 | 17.50% | Includes Step increases, CPI and union hourly rate changes |
| Travel & Training | 7,790 | 7,500 | 1,000 | 8,500 | 13.33% | |
| Materials & Contracts | 99,004 | 144,000 | 44,545 | 188,545 | 30.93% | Program supplies and Food including lease costs of new centre |
| General Operating Expenses | 24,894 | 15,750 | 7,200 | 22,950 | 45.71% | |
| Community Grants | | | | | | |
| Fuel & Oil | | | | | | |
| M&R (facilities, fleet etc.) | 24,605 | 28,000 | 5,500 | 33,500 | 19.64% | |
| Utilities | 11,987 | 13,800 | 600 | 14,400 | 4.35% | |
| Insurance | 1,989 | 2,030 | 170 | 2,200 | 8.37% | |
| Transfers to Reserves | 340,967 | | | | | |
| Debt Repayments | | | | | | |
| Capital Expenditures | 14,328 | 53,000 | (15,825) | 37,175 | -29.86% | See capital budget |
| Total Expenditures | 2,078,253 | 2,199,374 | 381,803 | 2,581,177 | 17.36% | |
| Revenues | | | | | | |
| Grants | 939,195 | 716,242 | (91,244) | 624,998 | -12.74% | Funds from County of Lanark for Fee subsidy, wage subsidy and mitigation funding |
| User Fees | 1,091,239 | 1,396,200 | 372,500 | 1,768,700 | 26.68% | Fees received from parents |
| Other Fees & Charges | 4,819 | 5,000 | | 5,000 | 0.00% | Student grant, interest on overdue accounts |
| Transfer from Reserves | | - | 92,361 | 92,361 | 0.00% | From reserves to offset County funding loss |
| Transfer from DCs | 13,000 | 21,175 | 1,847 | 23,022 | 8.72% | Per DC study for programs and leased space |
| Total Revenues | 2,048,253 | 2,138,617 | 375,464 | 2,514,081 | 17.56% | |
| Net Levy | 30,000 | 60,757 | 6,339 | 67,096 | 10.43% | |

| | | | | | | | | | | |
|---------------|-----------------------|------------------|------------------|-----------------|---------------|------------------|------------------|------------------|------------------|--------------------|
| | DAYCARE | | | | | | | | | |
| | 2020 Budget | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | 2020 | 2019 | \$ | % | 2019 | 2018 | 2017 | 2016 | 2015 |
| Line # | Description | Budget | Budget | Change | Change | Actual | Actual | Actual | Actual | Actual |
| 1 | Capital | 37,175.00 | 53,000.00 | - 15,825.00 | 0% | 798.76 | 14,327.79 | 1,878.88 | 20,765.44 | 6,803.07 |
| 2 | Transfers to Reserves | | | - | 0% | 207,135.95 | 340,966.66 | 103,981.88 | 3,600.00 | 4,600.00 |
| 3 | Municipal Grant | 29,921.00 | 7,757.00 | 22,164.00 | 286% | - 130,135.95 | - 325,294.45 | - 43,979.22 | 13,125.00 | - 50,503.84 |
| | | 67,096.00 | 60,757.00 | 6,339.00 | 10% | 77,798.76 | 30,000.00 | 61,881.54 | 37,490.44 | - 39,100.77 |

| DAYCARE | | | | | | | | | | |
|---------------------------------|------------------------------|-----------------------|-----------------------|---------------------|------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 2020 Budget | | | | | | | | | | |
| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
| Revenues | | | | | | | | | | |
| 1 | Parent Full Fees | - 1,768,700.00 | - 1,396,200.00 | 372,500.00 | 27% | - 1,202,996.73 | - 1,091,239.32 | - 895,799.44 | - 814,077.14 | - 748,957.00 |
| 2 | Fee Subsidy-County of Lanark | - 232,850.00 | - 281,242.00 | 48,392.00 | -17% | - 287,659.97 | - 276,664.54 | - 305,746.80 | - 287,907.57 | - 304,382.16 |
| 3 | Wage Subsidy | - 392,148.00 | - 435,000.00 | 42,852.00 | -10% | - 588,485.94 | - 662,530.35 | - 422,958.38 | - 351,264.51 | - 316,449.90 |
| 4 | Municipal Grant | - 29,921.00 | - 7,757.00 | 22,164.00 | 286% | 130,135.95 | 325,294.45 | 43,979.22 | 13,125.00 | 50,503.84 |
| 5 | Miscellaneous Revenue | - 5,000.00 | - 5,000.00 | - | 0% | - 7,261.77 | - 4,818.71 | - 2,951.85 | - 4,151.93 | - 3,482.00 |
| 6 | Reserves | - 92,361.00 | | - 92,361.00 | 0% | | | | | - 3,419.50 |
| 7 | Reserve Funds | - 23,022.00 | - 21,175.00 | 1,847.00 | 9% | | - 13,000.00 | - 13,000.00 | - 13,000.00 | - 11,500.00 |
| | Total Revenues | - 2,544,002.00 | - 2,146,374.00 | - 397,628.00 | 19% | - 1,956,268.46 | - 1,722,958.47 | - 1,596,477.25 | - 1,483,526.15 | - 1,337,686.72 |
| Salaries & Benefits | | | | | | | | | | |
| 8 | Salaries, Wages & Benefits | 2,273,907.00 | 1,935,294.00 | 338,613.00 | 17% | 1,792,959.45 | 1,552,689.06 | 1,461,222.69 | 1,348,465.12 | 1,214,045.97 |
| Materials & Supplies | | | | | | | | | | |
| 9 | Office Supplies | 7,000.00 | 5,000.00 | 2,000.00 | 40% | 1,931.49 | 5,876.27 | 3,814.43 | 4,428.15 | 2,308.38 |
| 10 | Programs | 50,000.00 | 42,000.00 | 8,000.00 | 19% | 33,340.63 | 35,541.94 | 23,555.90 | 31,986.67 | 26,048.51 |
| 11 | Repairs & Maintenance | 4,000.00 | 4,000.00 | - | 0% | 4,755.71 | 4,040.79 | 2,890.01 | 2,260.95 | 2,407.13 |
| 12 | Food | 95,000.00 | 70,000.00 | 25,000.00 | 36% | 70,571.98 | 63,462.08 | 51,517.63 | 49,011.67 | 47,165.94 |
| 13 | Staff Gift | 1,250.00 | 750.00 | 500.00 | 0% | 450.00 | 550.00 | 300.00 | 188.62 | 550.00 |
| 14 | Equipment | 6,000.00 | 4,000.00 | 2,000.00 | 50% | 1,586.48 | 1,135.47 | 284.91 | 485.94 | |
| 15 | Cleaning | 2,500.00 | 2,500.00 | - | 0% | 802.37 | 1,281.29 | 507.40 | 1,215.88 | 1,765.93 |
| 16 | Kitchen | 7,000.00 | 3,500.00 | 3,500.00 | 100% | 208.83 | 862.51 | 1,014.09 | 1,901.74 | 889.82 |
| | Total | 172,750.00 | 131,750.00 | 41,000.00 | 31% | 113,647.49 | 112,750.35 | 83,884.37 | 91,479.62 | 81,135.71 |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|--------|----------------------------------|---------------------|---------------------|-------------------|-------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| | Services & Rents | | | | | | | | | |
| 17 | Utilities | 14,400.00 | 13,800.00 | 600.00 | 4% | 10,820.43 | 11,986.79 | 12,277.43 | 12,895.62 | 12,272.55 |
| 18 | Telephone | 5,500.00 | 4,500.00 | 1,000.00 | 22% | 4,381.75 | 2,961.97 | 3,230.04 | 2,897.17 | 3,044.91 |
| 19 | Other Professional Fees | 3,200.00 | 1,500.00 | 1,700.00 | 113% | 2,467.60 | 75.00 | 10,460.28 | 1,150.50 | 300.00 |
| 20 | Computer Services Expense | 3,000.00 | 1,500.00 | 1,500.00 | | 2,429.66 | 3,496.34 | 475.00 | 180.00 | 2,954.34 |
| 21 | Travelling Expense | 3,500.00 | 2,500.00 | 1,000.00 | 40% | 2,079.61 | 2,177.18 | 1,776.96 | 1,886.39 | 1,491.60 |
| 22 | Conferences | 5,000.00 | 5,000.00 | - | 0% | 2,406.95 | 5,613.18 | 1,048.28 | 1,804.10 | 4,308.32 |
| 23 | Insurance (Building Etc.) | 2,200.00 | 2,030.00 | 170.00 | 8% | 2,028.24 | 1,989.36 | 2,925.72 | 3,168.42 | 2,874.96 |
| 24 | Bus | 2,000.00 | 1,500.00 | 500.00 | 33% | 1,948.70 | 1,719.74 | 518.98 | 366.34 | 1,083.75 |
| 25 | Building Equipment & Maintenance | 14,000.00 | 14,000.00 | - | 0% | 14,985.91 | 17,284.90 | 16,465.07 | 13,241.28 | 12,642.99 |
| 26 | Bad Debts & Collection Costs | 1,000.00 | 1,000.00 | - | 0% | 3,628.68 | 10,214.60 | 2,189.77 | 5,991.59 | 1,531.62 |
| 27 | Lease-CSB | 43,545.00 | 32,000.00 | 11,545.00 | 0% | 2,483.99 | | | | |
| | Total | 97,345.00 | 79,330.00 | 18,015.00 | 23% | 49,661.52 | 57,519.06 | 51,367.53 | 43,581.41 | 42,505.04 |
| | Total Expenditures | 2,544,002.00 | 2,146,374.00 | 397,628.00 | 19% | 1,956,268.46 | 1,722,958.47 | 1,596,474.59 | 1,483,526.15 | 1,337,686.72 |
| | Net Difference | - | - | - | | - | - | - 2.66 | - | - |

DAYCARE BUDGET 2020

REVENUES

PARENT FULL FEES \$1,768,000.00

FEES COLLECTED FROM PARENTS

FEE SUBSIDY-COUNTY OF LANARK \$232,850.00

FEES PAID BY COUNTY FOR QUALIFYING FAMILIES

WAGE SUBSIDY \$392,148.00

FUNDS RECEIVED FROM THE COUNTY OF LANARK TO OFFSET SALARIES AND BENEFITS PER FUNDING AGREEMENT

MUNICIPAL GRANT \$29,921.00

FUNDS PROVIDED BY THE MUNICIPALITY

MISCELLANEOUS REVENUE \$5,000.00

STUDENT GRANTS, INTEREST EARNED ON OVERDUE ACCOUNTS

RESERVE FUNDS \$23,022.00

FUNDS COLLECTED THROUGH DEVELOPMENT CHARGES TO OFFSET THE COST OF PROGRAMS AND THE LEASE WITH THE CATHOLIC DISTRICT SCHOOL BOARD

EXPENDITURES

SALARIES, WAGES & BENEFITS \$2,273,907.00

SALARIES AND BENEFITS FOR FULL TIME, PART TIME, AND SUPPLY INCLUDING APPLICABLE BENEFITS

OFFICE SUPPLIES \$7,000.00

COMPUTER SUPPLIES, ENVELOPES, PAPER, TONER, GENERAL OFFICE SUPPLIES

PROGRAMS \$50,000.00

PROGRAM COSTS FOR DAYCARE CENTRE AND SCHOOL PROGRAMS INCLUDING TOYS, CRAFT ITEMS ETC.

| | |
|---|-------------|
| <u>REPAIRS & MAINTENANCE</u> | \$4,000.00 |
| INCLUDES GENERAL REPAIR ITEMS | |
| <u>FOOD</u> | \$95,000.00 |
| SUPPLY OF MEALS AND SNACKS FOR THE CENTRE AND THE SCHOOL PROGRAMS | |
| <u>EQUIPMENT</u> | \$6,000.00 |
| VACCUUM REPLACEMENT, WASHER/DRYER ETC. | |
| <u>CLEANING</u> | \$2,500.00 |
| GENERAL CLEANING-EXTERIOR I.E. WINDOWS | |
| <u>KITCHEN</u> | \$7,000.00 |
| GENERAL KITCHEN ITEMS | |
| <u>UTILITIES</u> | \$14,400.00 |
| HEAT, HYDRO AND WATER | |
| <u>TELEPHONE</u> | \$5,500.00 |
| INCLUDES PHONE LINE, CELL PHONES | |
| <u>OTHER PROFESSIONAL FEES</u> | \$3,200.00 |
| AUDIT FEES, COLLEGE OF ECE FEES | |
| <u>COMPUTER SERVICES EXPENSE</u> | \$3,000.00 |
| IT SUPPORT | |
| <u>TRAVELLING EXPENSE</u> | \$3,500.00 |
| MILEAGE | |
| <u>CONFERENCES</u> | \$5,000.00 |
| TRAINING FOR STAFF | |
| <u>INSURANCE</u> | \$2,200.00 |
| INSURANCE FOR BUILDING | |

BUS \$2,000.00

TRANSPORTATION COSTS FOR TRIPS DURING SUMMER, MARCH BREAK ETC.

BUILDING MAINTENANCE & REPAIRS \$14,000.00

GENERAL BUILDING MAINTENANCE INCLUDES SNOW REMOVAL, GRASS CUTTING.ETC.

BAD DEBT & COLLECTION COSTS \$1,000.00

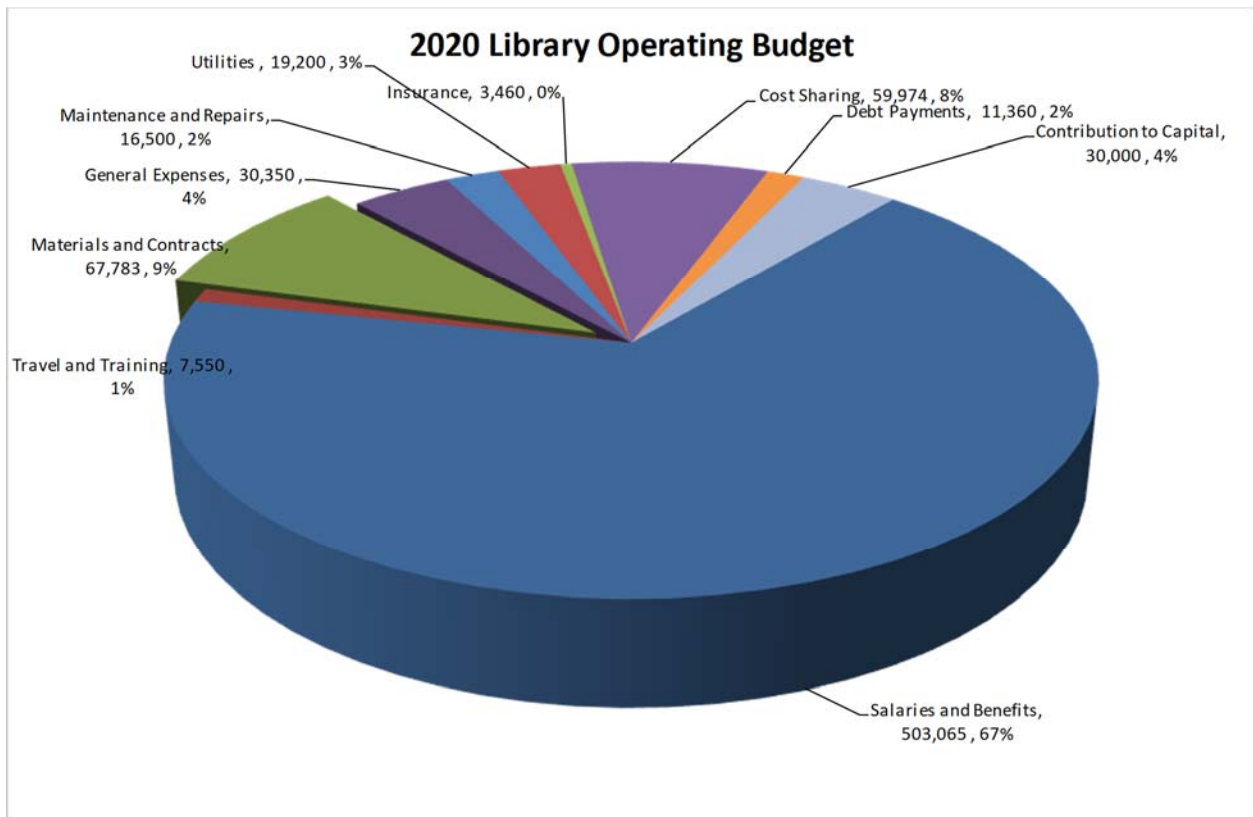
COSTS ASSOCIATED WITH COLLECTING ACCOUNTS

LEASE-CSB \$43,545.00

COST TO LEASE NEW SPACE FROM THE CATHOLIC DISTRICT SCHOOL BOARD

LIBRARY

The Municipality offers **library** services and programs through operation of its library facilities and through a cost sharing agreement with the Town of Carleton Place. Services include book lending, e-resources, research and public computer access.



Municipality of Mississippi Mills 2020 Budget Summary

Library

| | A | B | C | D=B + C | E= C/B | |
|-------------------------------|----------------|-----------------|----------------|------------------|-----------------------|--|
| | | 2019 | 2020 | 2020 | % 2020 | |
| | 2018 Actual | Approved Budget | Program Change | Requested Budget | Requested/2019 Budget | |
| Expenditures: | | | | | | |
| Remuneration, Salaries & Bene | 486,642 | 468,864 | 34,201 | 503,065 | 7.29% | Includes Step increases, CPI and summer students |
| Travel & Training | 6,088 | 7,500 | 50 | 7,550 | 0.67% | |
| Materials & Contracts | 57,482 | 66,933 | 850 | 67,783 | 1.27% | Books, DVDs etc |
| General Operating Expenses | 33,869 | 25,345 | 5,005 | 30,350 | 19.75% | |
| Community Grants | | | | | | |
| Fuel & Oil | | | | | | |
| M&R (facilities, fleet etc.) | 21,977 | 16,500 | | 16,500 | 0.00% | Building Maintenance |
| Utilities | 16,038 | 18,700 | 500 | 19,200 | 2.67% | |
| Insurance | 3,185 | 3,295 | 165 | 3,460 | 5.01% | |
| Cost Sharing | 51,033 | 57,752 | 2,222 | 59,974 | 3.85% | |
| Transfers to Reserves | 48,250 | | | | | |
| Debt Repayments | 7,980 | 11,361 | (1) | 11,360 | | Pakenham Library Expansion |
| Capital Expenditures | 7,837 | 36,000 | (6,000) | 30,000 | -16.67% | Refer to capital budget |
| Total Expenditures | 740,381 | 712,250 | 36,992 | 749,242 | 5.19% | |
| Revenues | | | | | | |
| Grants | 75,375 | 31,848 | | 31,848 | 0.00% | Household and Operating grants |
| User Fees | | | | | | |
| Other Fees & Charges | 21,206 | 17,900 | 250 | 18,150 | 1.40% | Fines, memberships etc. |
| Transfer from Reserves | | | | | | |
| Transfer from DCs | 32,500 | 35,400 | | 35,400 | 0.00% | For book purchases per DC study |
| Total Revenues | 129,081 | 85,148 | 250 | 85,398 | 0.29% | |
| Net Levy | 611,300 | 627,102 | 36,742 | 663,844 | 5.86% | |

| | | | | | | | | | | |
|---------------|-----------------------|-------------------|-------------------|------------------|---------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | LIBRARY | | | | | | | | | |
| | 2020 Budget | | | | | | | | | |
| | | | | | | | | | | |
| | | 2020 | 2019 | \$ | % | 2019 | 2018 | 2017 | 2016 | 2015 |
| Line # | Description | Budget | Budget | Change | Change | Actual | Actual | Actual | Actual | Actual |
| 1 | Capital | 30,000.00 | 36,000.00 | - 6,000.00 | -20% | 34,430.41 | 7,836.51 | 545.93 | 12,340.56 | |
| 2 | Transfers to Reserves | | | - | 0% | | 48,250.00 | 25,500.00 | 92,570.00 | 33,800.00 |
| 3 | Municipal Grant | 633,844.00 | 591,102.00 | 42,742.00 | 7% | 576,060.85 | 555,212.79 | 497,901.71 | 482,034.64 | 462,781.17 |
| | | 663,844.00 | 627,102.00 | 36,742.00 | 6% | 610,491.26 | 611,299.30 | 523,947.64 | 586,945.20 | 496,581.17 |

| LIBRARY | | | | | | | | | | |
|-------------------------------|----------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| 2020 Budget | | | | | | | | | | |
| | | 2020 | 2019 | \$ | % | 2019 | 2018 | 2017 | 2016 | 2015 |
| Line # | Description | Budget | Budget | Change | Change | Actual | Actual | Actual | Actual | Actual |
| Revenues | | | | | | | | | | |
| Federal Grants | | | | | | | | | | |
| 1 | Federal Grant-Summer Student | | | - | #DIV/0! | - 1,960.00 | - 10,673.01 | | - 3,035.50 | - 4,044.00 |
| 2 | Summer Student-Pakenham | | | - | #DIV/0! | - 1,960.00 | | | - 3,035.50 | - 3,765.00 |
| | Total | - | - | - | #DIV/0! | - 3,920.00 | - 10,673.01 | - | - 6,071.00 | - 7,809.00 |
| Provincial Grants | | | | | | | | | | |
| 3 | Public Operating Grant | - 17,888.00 | - 17,888.00 | - | 0% | - 17,888.00 | - 17,888.00 | - 17,888.00 | - 17,888.00 | - 17,888.00 |
| 4 | Pay Equity Grant | - 13,960.00 | - 13,960.00 | - | 0% | - 13,960.00 | - 13,960.00 | - 13,960.00 | - 13,960.00 | - 13,960.00 |
| 5 | Prov Gran-Sols/Internet etc. | | | - | 0% | - 20,579.73 | - 32,853.62 | - 18,495.82 | - 23,843.54 | - 37,713.96 |
| | Total | - 31,848.00 | - 31,848.00 | - | 0% | - 52,427.73 | - 64,701.62 | - 50,343.82 | - 55,691.54 | - 69,561.96 |
| Municipal Grants | | | | | | | | | | |
| 6 | Reserve Funds | - 35,400.00 | - 35,400.00 | - | 0% | - 35,400.00 | - 32,500.00 | - 35,100.00 | - 35,600.00 | - 33,120.00 |
| 7 | Municipal Grant-MM Library Share | - 633,844.00 | - 591,102.00 | - 42,742.00 | 7% | - 576,060.85 | - 555,212.79 | - 497,901.71 | - 482,034.64 | - 462,781.37 |
| | Total | - 669,244.00 | - 626,502.00 | - 42,742.00 | 7% | - 611,460.85 | - 587,712.79 | - 533,001.71 | - 517,634.64 | - 495,901.37 |
| Revenue-Almonte Branch | | | | | | | | | | |
| | Special Fundraising | | | | | | | - 1.25 | - 777.42 | |
| 8 | Donations-Almonte | - 1,000.00 | - 900.00 | 100.00 | 11% | - 4,646.30 | - 1,452.23 | - 42.84 | - 97.05 | - 33.73 |
| 9 | Fines-Almonte | - 9,000.00 | - 9,000.00 | - | 0% | - 9,842.14 | - 11,077.69 | - 11,455.64 | - 11,455.07 | - 12,525.55 |
| 10 | Rentals-Almonte | - 2,000.00 | - 2,000.00 | - | 0% | - 958.91 | - 1,931.66 | - 2,752.58 | - 1,308.75 | - 2,032.71 |
| 11 | Memberships-Almonte | - 800.00 | - 800.00 | - | 0% | - 560.00 | - 687.00 | - 610.00 | - 750.00 | - 765.00 |
| 12 | Photocopies-Almonte | - 1,250.00 | - 1,250.00 | - | 0% | - 1,622.24 | - 1,681.08 | - 1,625.05 | - 1,738.81 | - 1,763.71 |
| 13 | Book Sales-Almonte | - 1,500.00 | - 1,500.00 | - | 0% | - 1,388.76 | - 1,729.96 | - 1,498.48 | - 1,068.96 | - 1,124.96 |
| 14 | DVD Donations-Almonte | | | - | 0% | | | | - 886.20 | - 1,201.66 |
| 15 | Programs-Almonte | | | | | - 1,146.35 | - 392.75 | | | |
| 16 | Internet-Almonte | | | - | 0% | | | | - 407.55 | - 443.39 |
| | Total | - 15,550.00 | - 15,450.00 | - 100.00 | 1% | - 20,164.70 | - 18,952.37 | - 17,985.84 | - 18,489.81 | - 19,890.71 |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|--------------------------------|---|---------------------|--------------------|--------------------|-------------|---------------------|--------------------|--------------------|--------------------|--------------------|
| Revenue-Pakenham Branch | | | | | | | | | | |
| 17 | Donations-Pakenham | - 400.00 | - 200.00 | - 200.00 | 100% | - 857.50 | - 19.00 | | | - 38.80 |
| 18 | Fines-Pakenham | - 1,000.00 | - 1,000.00 | - | 0% | - 1,118.60 | - 1,372.10 | - 401.15 | - 957.30 | - 1,644.80 |
| 19 | Rentals-Pakenham | - 500.00 | - 500.00 | - | 0% | - 676.85 | - 397.95 | | - 181.41 | - 79.64 |
| 20 | Memberships-Pakenham | - 50.00 | - 100.00 | 50.00 | -50% | | - 30.00 | - 105.00 | | - 45.00 |
| 21 | Photocopies-Pakenham | - 150.00 | - 150.00 | - | 0% | - 280.52 | - 221.29 | - 41.68 | - 117.93 | - 151.37 |
| 22 | Book Sales-Pakenham | - 500.00 | - 500.00 | - | 0% | - 434.60 | - 163.36 | | - 97.39 | - 196.28 |
| 23 | DVD Donations-Pakenham | | | - | 0% | | - 49.55 | | - 175.35 | - 467.95 |
| 24 | Programs-Pakenham | | | - | 0% | | | | | - 252.06 |
| 25 | Internet-Pakenham | | | - | 0% | | | | | |
| | Total | - 2,600.00 | - 2,450.00 | - 150.00 | 6% | - 3,368.07 | - 2,253.25 | - 547.83 | - 1,529.38 | - 2,875.90 |
| | Total Revenues | - 719,242.00 | -676,250.00 | - 42,992.00 | 6% | - 691,341.35 | -684,293.04 | -601,879.20 | -599,416.37 | -596,038.94 |
| Salaries & Benefits | | | | | | | | | | |
| 26 | Salaries, Wages & Benefits-Almonte | 433,543.00 | 361,163.00 | 72,380.00 | 20% | 388,243.82 | 378,548.82 | 351,194.97 | 337,578.13 | 331,235.76 |
| 27 | Salaries, Wages & Benefits-Pakenham | 69,522.00 | 107,701.00 | - 38,179.00 | -35% | 84,871.15 | 108,093.26 | 65,875.85 | 76,945.94 | 80,041.88 |
| | Total Salaries, Wages & Benefits | 503,065.00 | 468,864.00 | 34,201.00 | 7% | 473,114.97 | 486,642.08 | 417,070.82 | 414,524.07 | 411,277.64 |
| Administration-Almonte | | | | | | | | | | |
| 28 | Other M & S | 2,500.00 | 2,700.00 | - 200.00 | -7% | 4,509.19 | 3,267.03 | 2,602.17 | 6,858.17 | 627.32 |
| 29 | Equipment | 1,000.00 | 1,000.00 | - | 0% | 1,455.10 | 1,333.86 | 741.66 | 618.93 | |
| 30 | Photocopier | 600.00 | 500.00 | 100.00 | 20% | 4,337.26 | 413.04 | 306.16 | 332.20 | 247.88 |
| 31 | Postage & Courier Services | 2,250.00 | 250.00 | 2,000.00 | 800% | 1,044.20 | 258.93 | 162.76 | 222.97 | 277.07 |
| 32 | Promotions | | | - | 0% | | | - | 246.30 | 1,080.22 |
| 33 | Telephone | 2,000.00 | 2,000.00 | - | 0% | 2,788.59 | 2,945.92 | 2,497.41 | 1,953.95 | 1,689.85 |
| 34 | Audit Fees | | | - | 0% | | | | | 64.14 |
| 35 | Computer Services Expense | 9,600.00 | 8,000.00 | 1,600.00 | 20% | 7,982.15 | 7,631.48 | 10,752.38 | 6,362.68 | 8,566.42 |
| 36 | Advertising | 500.00 | 500.00 | - | 0% | 497.35 | 328.73 | 1,700.62 | 497.61 | 498.92 |
| 37 | Travelling Expense | 2,000.00 | 2,000.00 | - | 0% | 2,066.05 | 1,720.72 | 3,712.57 | 2,007.94 | 2,236.25 |
| 38 | Memberships | 550.00 | 500.00 | 50.00 | | 652.86 | 300.00 | 875.00 | 385.00 | 225.00 |
| 39 | Insurance (Building Etc.) | 3,460.00 | 3,295.00 | 165.00 | 5% | 3,292.92 | 3,184.92 | 3,094.20 | 3,237.84 | 3,117.96 |
| 40 | Training | 3,500.00 | 3,500.00 | - | 0% | 3,578.36 | 2,960.98 | 2,233.47 | 4,049.55 | 3,369.29 |
| | Total | 27,960.00 | 24,245.00 | 3,715.00 | 15% | 32,204.03 | 24,345.61 | 28,678.40 | 26,773.14 | 22,000.32 |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|------------------------------------|--|------------------|------------------|-----------------|-------------|------------------|------------------|------------------|------------------|------------------|
| Administration-Pakenham | | | | | | | | | | |
| 41 | Other M & S | 250.00 | 500.00 | - 250.00 | -50% | 544.41 | 1,014.19 | | 55.00 | |
| 42 | Equipment | 800.00 | 800.00 | - | 0% | 2,353.07 | 3,436.65 | 164.30 | 456.90 | 10.18 |
| 43 | Photocopier | 200.00 | 200.00 | - | 0% | 346.71 | 200.09 | | | |
| 44 | Postage & Courier Services | 50.00 | 75.00 | - 25.00 | -33% | | | | 77.84 | 90.38 |
| 45 | Telephone | 2,000.00 | 2,000.00 | - | 0% | 2,196.13 | 2,143.29 | 2,790.00 | 2,697.97 | 2,094.59 |
| 46 | Computer Services Expense | 8,600.00 | 7,000.00 | 1,600.00 | 23% | 7,817.52 | 3,584.20 | 1,153.70 | 1,324.50 | 629.00 |
| 47 | Travelling Expense | 500.00 | 500.00 | - | 0% | 471.62 | 589.38 | | 366.13 | 147.07 |
| 48 | Training | 1,000.00 | 1,000.00 | - | 0% | 972.36 | 516.83 | | 460.73 | 417.22 |
| | Total | 13,400.00 | 12,075.00 | 1,325.00 | 11% | 14,701.82 | 11,484.63 | 4,108.00 | 5,439.07 | 3,388.44 |
| Materials-Almonte | | | | | | | | | | |
| 49 | Office Supplies | 4,500.00 | 4,500.00 | - | 0% | 4,796.04 | 4,524.42 | 5,017.10 | 5,090.73 | 3,916.31 |
| 50 | Program Supplies | 1,500.00 | 1,500.00 | - | 0% | 2,017.19 | 1,303.56 | 1,144.22 | 1,330.48 | 901.86 |
| 51 | Compact Discs | | 250.00 | - 250.00 | 0% | 125.89 | 203.41 | 292.79 | 400.07 | 227.26 |
| 52 | Periodicals | 2,500.00 | 2,400.00 | 100.00 | 4% | 2,595.03 | 457.28 | 2,686.06 | 3,054.66 | 668.74 |
| 53 | Books/eresources | 34,650.00 | 34,650.00 | - | 0% | 34,176.57 | 33,737.10 | 34,297.39 | 32,925.13 | 28,872.94 |
| 54 | DVD's | 5,000.00 | 4,000.00 | 1,000.00 | 25% | 5,243.16 | 4,381.08 | 4,260.54 | 3,923.03 | 6,853.59 |
| | Total | 48,150.00 | 47,300.00 | 850.00 | 2% | 48,953.88 | 44,606.85 | 47,698.10 | 46,724.10 | 41,440.70 |
| Materials-Pakenham | | | | | | | | | | |
| 55 | Office Supplies | 1,250.00 | 1,250.00 | - | 0% | 1,428.76 | 1,607.83 | 608.67 | 1,936.01 | 2,565.28 |
| 56 | Program Supplies | 750.00 | 750.00 | - | 0% | 869.77 | 571.02 | 500.97 | 633.51 | 1,408.42 |
| 57 | Compact Discs | | | - | 0% | 35.33 | | 114.98 | | |
| 58 | Periodicals | | | - | 0% | | 82.23 | | - | 2,963.09 |
| 59 | Books | 15,633.00 | 15,633.00 | - | 0% | 15,983.57 | 14,867.37 | 17,525.61 | 13,427.67 | 12,067.80 |
| 60 | DVD's | 2,000.00 | 2,000.00 | - | 0% | 2,857.10 | 1,878.52 | 1,984.29 | 2,454.94 | 1,902.22 |
| | Total | 19,633.00 | 19,633.00 | - | 0% | 21,174.53 | 19,006.97 | 20,734.52 | 18,452.13 | 20,906.81 |
| Building Operation-Almonte | | | | | | | | | | |
| 61 | Utilities | 13,300.00 | 12,800.00 | 500.00 | 4% | 10,659.09 | 11,012.85 | 12,906.16 | 13,400.23 | 13,909.13 |
| 62 | Cleaning, Maintenance & Other Supplies | 9,000.00 | 9,000.00 | - | 0% | 9,672.28 | 12,299.86 | 9,511.84 | 12,481.19 | 21,607.46 |
| | Total | 22,300.00 | 21,800.00 | 500.00 | 2% | 20,331.37 | 23,312.71 | 22,418.00 | 25,881.42 | 35,516.59 |
| Building Operation-Pakenham | | | | | | | | | | |
| 63 | Utilities | 5,900.00 | 5,900.00 | - | 0% | 4,400.67 | 5,025.20 | 3,043.60 | 3,983.72 | 3,795.48 |
| 64 | Cleaning, Maintenance & Other Supplies | 7,500.00 | 7,500.00 | - | 0% | 7,545.48 | 9,677.38 | 4,642.00 | 4,826.28 | 4,286.52 |
| 65 | Debt Payments-2017 Expansion | 11,360.00 | 11,361.00 | - 1.00 | 0% | 11,360.10 | 7,979.90 | | | |
| | Total | 24,760.00 | 24,761.00 | - 1.00 | 0% | 23,306.25 | 22,682.48 | 7,685.60 | 8,810.00 | 8,082.00 |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|--------|-----------------------------------|-------------------|-------------------|------------------|-------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 66 | Misc. Fundrasing/grant exp | | | | | | 1,179.21 | 3,911.26 | 6,670.94 | |
| | Subtotal-MM Libraries | 659,268.00 | 618,678.00 | 40,590.00 | 7% | 633,786.85 | 633,260.54 | 552,304.70 | 553,274.87 | 542,612.50 |
| 67 | Payments to Carleton Place/Grants | 59,974.00 | 57,572.00 | 2,402.00 | 4% | 57,554.50 | 51,032.50 | 49,574.50 | 46,141.50 | 53,426.44 |
| | Total Expenditures | 719,242.00 | 676,250.00 | 42,992.00 | 6% | 691,341.35 | 684,293.04 | 601,879.20 | 599,416.37 | 596,038.94 |
| | Net Difference | - | - | - | 0% | - | - | - | - | - |

LIBRARY BUDGET 2020

REVENUES

PROVINCIAL GRANTS \$31,848.00

ANNUAL OPERATING GRANTS FROM THE PROVINCE.

MUNICIPAL GRANT \$633,844.00

FUNDS PROVIDED BY THE MUNICIPALITY INCLUDES AMOUNTS TO OFFSET COST SHARING AGREEMENT

RESERVE FUNDS \$35,400.00

FUNDS COLLECTED THROUGH DEVELOPMENT CHARGES TO OFFSET THE COST OF MATERIAL PURCHASES I.E. BOOKS

GENERAL REVENUES-BOTH BRANCHES \$18,150.00

INCLUDES REVENUES FOR MEMBERSHIPS, FINES, DONATIONS BOOK SALES, ETC

EXPENDITURES

SALARIES, WAGES & BENEFITS \$503,065.00

SALARIES AND BENEFITS FOR FULL TIME, PART TIME AND STUDENTS INCLUDING APPLICABLE BENEFITS

ADMINISTRATION-BOTH BRANCHES \$41,360.00

INCLUDES GENERAL ITEMS SUCH AS TELEPHONE, COMPUTER SERVICES, INSURANCE FOR THE BUILDINGS, TRAINING OF STAFF, AUDIT FEES, ETC.

MATERIALS-BOTH BRANCHES \$67,783.00

INCLUDES THE COSTS OF MATERIALS SUCH AS OFFICE SUPPLIES, BOOKS, DVD'S, PERIODICALS, ETC.

BUILDING OPERATIONS-BOTH BRANCHES \$47,060.00

INCLUDES THE COSTS OF UTILITIES AND BUILDING REPAIRS & MAINTENANCE

PAYMENTS TO CARLETON PLACE \$59,974.00

AMOUNT PAID TO CARLETON PLACE UNDER COST SHARING AGREEMENT

AGRICULTURE

The **agriculture** budget is primarily focused on tile drainage including supporting a drainage superintendent. The tile drainage loan program is offset by revenues collected on final tax bills.

| Municipality of Mississippi Mills 2020 Budget Summary | | | | | |
|---|---------------|-----------------|-----------------|------------------|------------------------|
| Agriculture | | | | | |
| | A | B | C | D=B + C | E= C/B |
| | | 2019 | 2020 | 2020 | % 2020 |
| | 2018 Actual | Approved Budget | Program Change | Requested Budget | Requested/ 2019 Budget |
| Expenditures: | | | | | |
| Remuneration, Salaries & Benefits | 2,965 | 3,000 | - | 3,000 | 0.00% |
| Travel & Training | | 3,000 | (3,000) | - | -100.00% |
| Materials & Contracts | | | | | |
| General Operating Expenses | | | | - | |
| Community Grants | | | | | |
| Fuel & Oil | | | | | |
| M&R (facilities, fleet etc.) | | | | | |
| Utilities | | | | | |
| Insurance | | | | | |
| Cost Sharing | | | | | |
| Transfers to Reserves | | | | | |
| Debt Repayments | 13,709 | 13,710 | (9,022) | 4,688 | -65.81% |
| Capital Expenditures | | | | | |
| Total Expenditures | 16,674 | 19,710 | (12,022) | 7,688 | -60.99% |
| Revenues | | | | | |
| Grants | 1,135 | 750 | - | 750 | 0.00% |
| User Fees | | | | | |
| Other Fees & Charges | 13,709 | 13,710 | (9,022) | 4,688 | -65.81% |
| Transfer from Reserves | | | | | |
| Transfer from DCs | | | | | |
| Total Revenues | 14,844 | 14,460 | (9,022) | 5,438 | -62.39% |
| Net Levy | 1,830 | 5,250 | (3,000) | 2,250 | -57.14% |

| AGRICULTURE | | | | | | | | | | |
|--------------------|--------------------------|-----------------|------------------|--------------------|-------------|------------------|------------------|------------------|------------------|------------------|
| 2020 Budget | | | | | | | | | | |
| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
| 1 | Remuneration | 3,000.00 | 3,000.00 | - | 0% | 3,024.17 | 2,965.41 | 2,338.05 | 1,833.03 | 3,028.04 |
| 2 | Long Term Debt Charges | 4,688.00 | 13,710.00 | 9,022.00 | -66% | 13,709.08 | 13,709.08 | 13,709.08 | 14,918.30 | 18,817.72 |
| 3 | Association & Convention | | 3,000.00 | 3,000.00 | 0% | | | | | |
| | | 7,688.00 | 19,710.00 | - 12,022.00 | -61% | 16,733.25 | 16,674.49 | 16,047.13 | 16,751.33 | 21,845.76 |

SEPTAGE

The **septage** budget is for operational items related to the septage receiving facility located at the site of the waste water treatment plant. **All costs of septage are recovered through tipping fees and are not paid for from taxation or water and sewer billings.** There are two different charges; one for internal haulers (Mississippi Mills) and one for haulers outside of the Municipality.

Municipality of Mississippi Mills 2020 Budget Summary

Septage

| | A | B | C | D=B + C | E= C/B |
|-----------------------------------|---------------|---------------|---------------|---------------|---------------|
| | | 2019 | 2020 | 2020 | % 2020 |
| | | Approved | Program | Requested | Requested/ |
| | 2018 Actual | Budget | Change | Budget | 2019 Budget |
| Expenditures: | | | | | |
| Remuneration, Salaries & Benefits | | | | | |
| Travel & Training | | | | | |
| Materials & Contracts | 39,496 | 10,000 | 20,000 | 30,000 | 200.00% |
| General Operating Expenses | | | | | |
| Community Grants | | | | | |
| Fuel & Oil | | | | | |
| M&R (facilities, fleet etc.) | | | | | |
| Utilities | | | | | |
| Insurance | | | | | |
| Cost Sharing | | | | | |
| Transfers to Reserves | 57,714 | 17,000 | 3,000 | 20,000 | 17.65% |
| Debt Repayments | | | | | |
| Capital Expenditures | | | | | |
| Total Expenditures | 97,210 | 27,000 | 23,000 | 50,000 | 85.19% |
| Revenues | | | | | |
| Grants | | | | | |
| User Fees | 97,210 | 27,000 | 23,000 | 50,000 | 85.19% |
| Other Fees & Charges | | | | | |
| Transfer from Reserves | | | | | |
| Transfer from DCs | | | | | |
| Total Revenues | 97,210 | 27,000 | 23,000 | 50,000 | 85.19% |
| Net Levy | - | - | - | - | 0.00% |

| SEPTAGE | | | | | | | | | | |
|---------------------|----------------------|------------|-------------|-------------|--------|-------------|-------------|-------------|-------------|-------------|
| 2020 Budget | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | 2020 | 2019 | \$ | % | 2019 | 2018 | 2017 | 2016 | 2015 |
| Line # | Description | Budget | Budget | Change | Change | Actual | Actual | Actual | Actual | Actual |
| Revenue | | | | | | | | | | |
| 1 | Septage Fees | -50,000.00 | - 27,000.00 | - 23,000.00 | 85% | - 92,575.99 | - 97,209.82 | - 64,030.87 | - 50,251.44 | - 34,919.80 |
| Expenditures | | | | | | | | | | |
| 2 | Contract Costs | 30,000.00 | 10,000.00 | 20,000.00 | 200% | 24,452.29 | 39,495.98 | 20,000.00 | 12,000.00 | 15,000.00 |
| 3 | Capital Expenditures | - | - | - | 0% | - | - | - | - | - |
| 4 | To Reserves | 20,000.00 | 17,000.00 | 3,000.00 | 18% | 68,123.70 | 57,713.84 | 44,030.87 | 38,251.43 | 19,919.80 |
| | Total Expenditures | 50,000.00 | 27,000.00 | 23,000.00 | 85% | 92,575.99 | 97,209.82 | 64,030.87 | 50,251.43 | 34,919.80 |
| | Net Septage | - | - | - | 0% | - | - | - | - | - |

COUNTY AND SCHOOLS

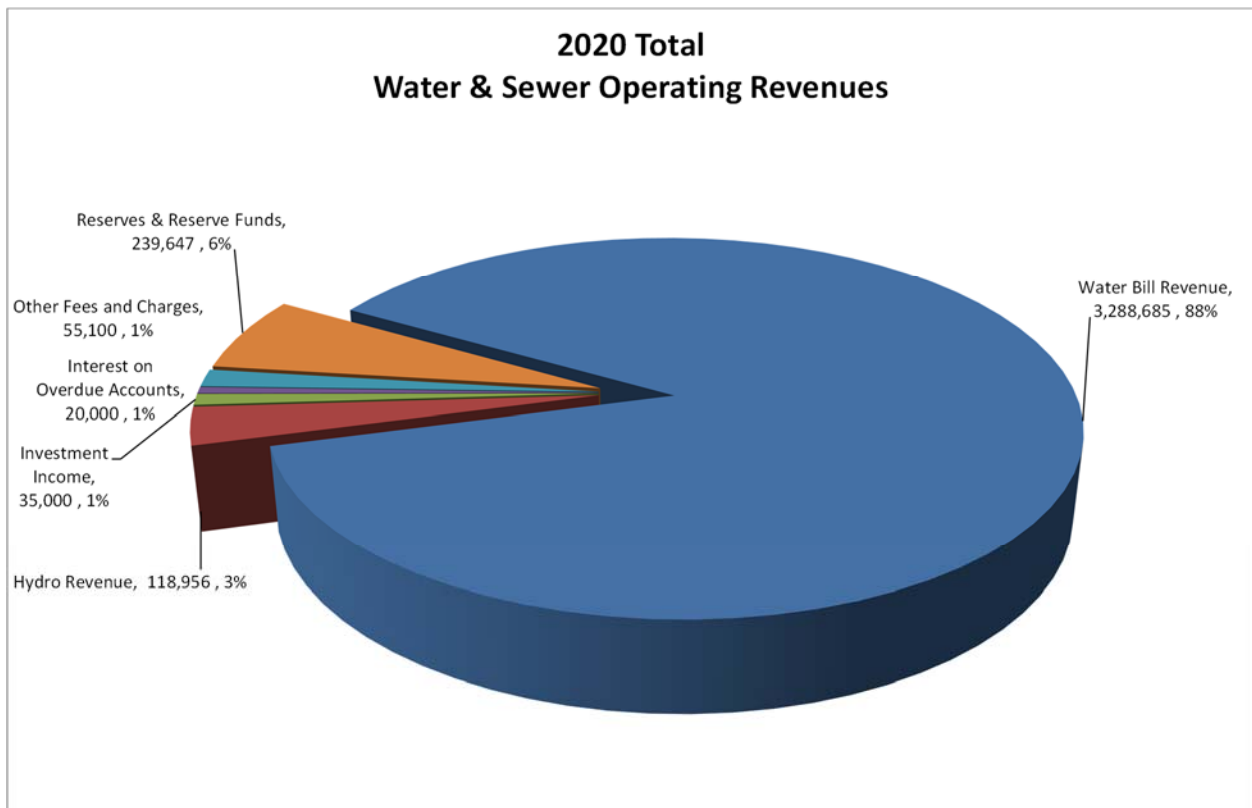
The **County and Schools** budget represents the amounts to be paid to the County and School Boards during the year. It includes amounts collected on tax billings, as a result of supplemental taxation and for payments in lieu of taxation net of any adjustments.

| SCHOOL & COUNTY REQUISITIONS | | | | | | | | | | |
|---|--------------------------------------|----------------------|----------------------|-------------------|-----------|----------------------|----------------------|----------------------|----------------------|----------------------|
| 2020 Budget | | | | | | | | | | |
| | | 2020 | 2019 | \$ | % | 2019 | 2018 | 2017 | 2016 | 2015 |
| Line # | Description | Budget | Budget | Change | Change | Actual | Actual | Actual | Actual | Actual |
| 1 | School Requisition-English, Public | 4,101,925.00 | 4,101,925.00 | - | 0% | 3,376,821.43 | 3,360,501.18 | 3,383,790.22 | 3,423,100.84 | 3,319,354.23 |
| 2 | School Requisition-English, Separate | | | - | 0% | 636,213.86 | 647,607.43 | 661,728.50 | 700,588.89 | 707,226.38 |
| 3 | County Requisition | 7,587,520.00 | 7,298,380.00 | 289,140.00 | 4% | 7,616,166.94 | 7,242,511.06 | 7,064,102.47 | 6,711,778.70 | 6,410,248.34 |
| 4 | School Requisition-French, Separate | | | - | 0% | 67,296.06 | 66,675.41 | 60,631.58 | 63,137.03 | 57,003.25 |
| 5 | School Requisition-French, Public | | | - | 0% | 21,901.71 | 19,036.28 | 18,209.07 | 18,397.03 | 19,814.80 |
| | Total Expenditures | 11,689,445.00 | 11,400,305.00 | 289,140.00 | 3% | 11,718,400.00 | 11,336,331.36 | 11,188,461.84 | 10,917,002.49 | 10,513,647.00 |

WATER & SEWER

Water and Sewer is an essential service provided to users connected to the municipal system which is represented by approximately 3,223 water and sewer accounts. The system is managed and maintained by the public works department responsible for providing clean and safe drinking water and the treatment of wastewater for those living and working in the serviced area of Mississippi Mills.

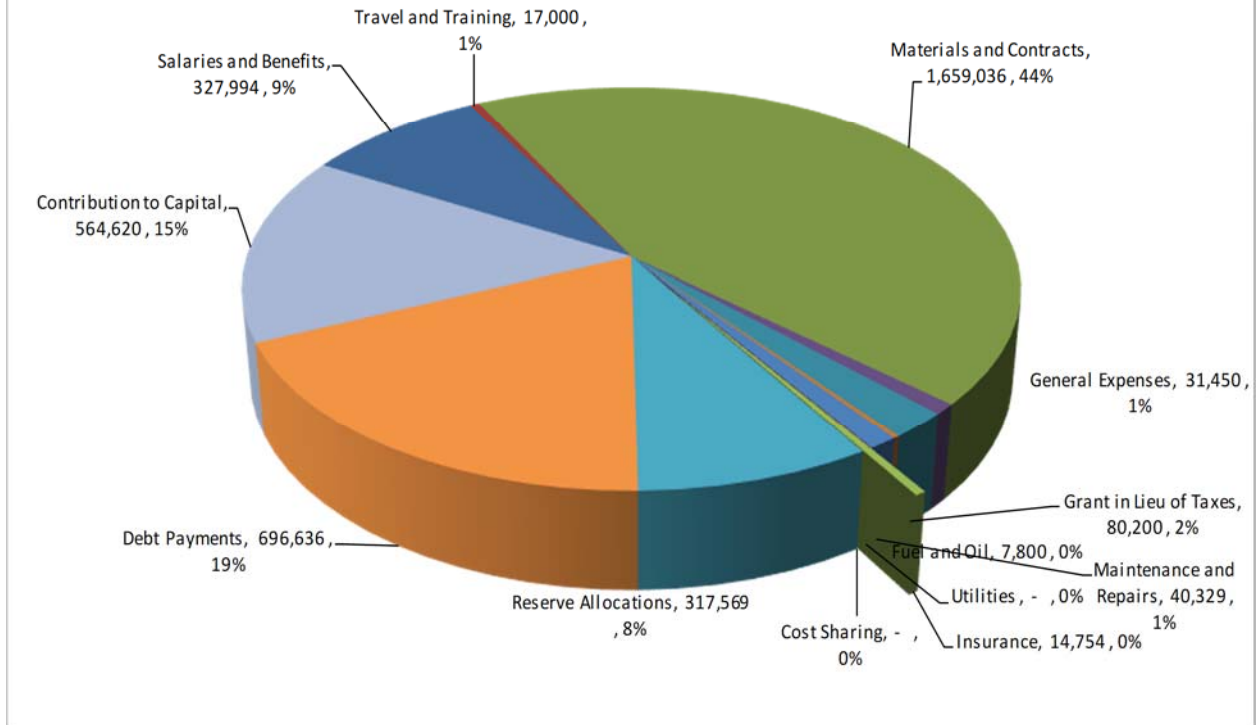
The operating and capital costs to provide this service is recovered fully through water billings issued every two months after applying all other water and sewer related revenues such as Federal and Provincial grants, development charges, interest on overdue accounts, etc. No funding for water and sewer services is provided through municipal taxation.



Municipality of Mississippi Mills
2020 Water and Sewer Budget Summary

| | A | B | C | D=B + C | E= C/B | |
|-------------------------------|------------------|------------------|----------------|------------------|-----------------------|--|
| | | 2019 | 2020 | 2020 | % 2020 | |
| | 2018 Actual | Approved Budget | Program Change | Requested Budget | Requested/2019 Budget | |
| Expenditures: | | | | | | |
| Remuneration, Salaries & Bene | 358,702 | 325,811 | 2,183 | 327,994 | 0.67% | Includes Step increase, CPI, Union hourly rates |
| Travel & Training | 14,885 | 16,000 | 1,000 | 17,000 | 6.25% | |
| Materials & Contracts | 1,548,591 | 1,623,903 | 35,133 | 1,659,036 | 2.16% | Includes contract increases for OCWA |
| General Operating Expenses | 16,728 | 36,887 | (5,437) | 31,450 | -14.74% | Includes Postage, Office Supplies, Professional fees etc. |
| Fuel & Oil | 8,854 | 8,800 | (1,000) | 7,800 | -11.36% | |
| M&R (facilities, fleet etc.) | 34,754 | 36,229 | 4,100 | 40,329 | 11.32% | |
| Grant in Lieu of Taxes | 78,746 | 80,200 | | 80,200 | 0.00% | |
| Insurance | 13,917 | 14,052 | 702 | 14,754 | 5.00% | |
| Transfers to Reserves | 1,014,022 | 315,132 | 2,437 | 317,569 | 0.77% | |
| Debt Repayments | 494,020 | 549,972 | 146,664 | 696,636 | 26.67% | WWTP, Perth/Country/Bridge, SCADA/State and Martin |
| Capital Expenditures | 312,041 | 536,296 | 28,324 | 564,620 | 5.28% | Refer to capital budget for details |
| Total Expenditures | 3,895,260 | 3,543,282 | 214,106 | 3,757,388 | 6.04% | |
| Revenues | | | | | | |
| Water Bill Revenue | 3,077,573 | 3,102,415 | 186,270 | 3,288,685 | 6.00% | Estmate based on proposed rate changes, consumption and #users |
| Hydro Revenue | 263,606 | 102,120 | 16,836 | 118,956 | 16.49% | Interest only, no dividend |
| Investment Income | 39,130 | 20,000 | 15,000 | 35,000 | 75.00% | |
| Interest on overdue water acc | 42,364 | 34,000 | (14,000) | 20,000 | -41.18% | |
| Other Fees & Charges | 97,940 | 45,100 | 10,000 | 55,100 | 22.17% | |
| Transfer from Reserves | 135,000 | - | | - | 0.00% | |
| Transfer from DCs | 239,647 | 239,647 | | 239,647 | 0.00% | Per updated rate study for WWTP debt |
| Total Revenues | 3,895,260 | 3,543,282 | 214,106 | 3,757,388 | 6.04% | |
| Net | - | - | - | - | 0.00% | |

2020 Total Water & Sewer Operating Budget



| Water and Sewer | | | | | | | | | | |
|------------------------|---------------------------------------|-----------------------|-----------------------|---------------------|---------------|----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 2020 Budget | | | | | | | | | | |
| | | 2020 | 2019 | \$ | % | 2019 | 2018 | 2017 | 2016 | 2015 |
| Line # | Description | Budget | Budget | Change | Change | Actual | Actual | Actual | Actual | Actual |
| | Revenue | | | | | | | | | |
| 1 | Interest & Dividends-ORPC | - 51,720.00 | - 44,400.00 | - 7,320.00 | 16% | - 44,729.82 | - 54,056.56 | - 70,788.57 | - 81,878.90 | - 92,911.39 |
| 2 | Interest and Dividends-MRPC | - 51,720.00 | - 44,400.00 | - 7,320.00 | 16% | - 127,650.00 | - 189,750.00 | - 206,660.00 | - 224,250.00 | - 84,000.00 |
| 3 | Rental Income-MRPC | - 15,516.00 | - 13,320.00 | - 2,196.00 | 16% | - 13,320.00 | - 19,800.00 | - 21,600.00 | - 23,400.00 | - 25,200.00 |
| 4 | Water Bill Revenue | - 3,288,685.00 | - 3,102,415.00 | - 186,270.00 | 6% | -3,329,702.52 | - 3,077,574.35 | - 2,829,633.41 | - 2,741,491.26 | - 2,519,578.19 |
| 5 | Miscellaneous Waterworks | | | - | 0% | | - 37,597.97 | | - 10,312.17 | |
| 6 | Waterworks-Remote meters | - 42,500.00 | - 32,500.00 | - 10,000.00 | 31% | - 60,029.79 | - 47,182.03 | - 60,894.31 | - 32,133.94 | - 37,399.46 |
| 7 | Waterworks-W&S Connections | - 9,000.00 | - 9,000.00 | - | 0% | - 13,200.00 | - 9,600.00 | - 14,724.78 | - 8,900.00 | - 10,153.98 |
| 8 | Waterworks-Hydrant Rental | - 3,500.00 | - 3,500.00 | - | 0% | - 3,500.00 | - 3,500.00 | - 3,500.00 | - 3,500.00 | - 3,500.00 |
| 9 | Waterworks-Other Fees & S/C | - 100.00 | - 100.00 | - | 0% | - | - 60.00 | - 120.00 | - 90.00 | - 120.00 |
| 10 | Interest on overdue water accounts | - 20,000.00 | - 34,000.00 | - 14,000.00 | -41% | - 18,374.25 | - 42,363.66 | - 35,219.86 | - 34,209.23 | - 33,633.70 |
| 11 | Interest Income | - 35,000.00 | - 20,000.00 | - 15,000.00 | 75% | - 54,826.76 | - 39,130.00 | - 31,490.00 | - 16,865.00 | - 14,125.22 |
| 12 | Reserves | | - | - | | | - 135,000.00 | | | |
| 13 | Reserve Funds | - 239,647.00 | - 239,647.00 | - | 0% | - 239,647.00 | - 239,647.00 | - 239,647.00 | - 210,385.00 | - 267,547.00 |
| | Total Revenue | - 3,757,388.00 | - 3,543,282.00 | - 214,106.00 | 6% | -3,904,980.14 | - 3,895,261.57 | - 3,514,277.93 | - 3,387,415.50 | - 3,088,168.94 |
| | Expenditures | | | | | | | | | |
| | General Expenses | | | | | | | | | |
| 14 | Salaries, Wages and Benefits | 171,444.00 | 170,261.00 | - 1,183.00 | 1% | 157,869.33 | 181,873.53 | 171,488.34 | 141,569.03 | 135,094.71 |
| 15 | Long Term Debt Charges | 696,636.00 | 549,972.00 | - 146,664.00 | 27% | 493,974.85 | 494,020.43 | 490,126.71 | 470,580.60 | 470,625.11 |
| 16 | Postage & Courier Services | 500.00 | 1,000.00 | - 500.00 | -50% | 290.78 | 153.19 | 115.43 | 721.28 | 286.97 |
| 17 | Telephone | 2,500.00 | 3,300.00 | - 800.00 | -24% | 2,199.93 | 2,200.13 | 2,073.85 | 2,020.15 | 1,878.52 |
| 18 | Audit Fees | 2,000.00 | 2,000.00 | - | 0% | 1,272.00 | 2,205.01 | 1,272.00 | 1,272.00 | 1,786.19 |
| 19 | Other Professional Fees | 10,500.00 | 12,500.00 | - 2,000.00 | -16% | 5,178.28 | 1,098.16 | 5,516.66 | 17,664.55 | 9,763.40 |
| 20 | Advertising | 250.00 | 1,000.00 | - 750.00 | -75% | 436.55 | | | | 636.00 |
| 21 | Insurance (Building Etc.) | 12,978.00 | 12,360.00 | 618.00 | 5% | 12,357.36 | 12,273.12 | 21,097.80 | 21,140.81 | 20,341.80 |
| 22 | Personnel (Clothing, Etc.) | 1,500.00 | 2,050.00 | - 550.00 | -27% | 2,618.72 | 703.12 | 1,331.48 | 1,906.95 | 719.35 |
| 23 | Technical Courses | 16,000.00 | 15,000.00 | 1,000.00 | 7% | 12,021.75 | 13,928.77 | 17,925.36 | 20,000.75 | 13,325.50 |
| 24 | Personnel (Courses/Memberships, Etc.) | 1,000.00 | 1,000.00 | - | 0% | 450.28 | 252.70 | 175.00 | 1,027.04 | 765.27 |
| 25 | Machine Rental (town) | | | - | 0% | | | - | | |
| 26 | Capital Expenditure | 564,620.00 | 536,296.00 | 28,324.00 | 5% | 268,794.13 | 312,041.18 | 315,305.79 | 320,459.98 | 303,103.25 |
| 27 | To Reserves | 317,569.00 | 315,132.00 | 2,437.00 | 1% | 1,085,256.32 | 1,014,022.14 | 617,193.04 | 737,069.85 | 337,625.63 |
| | Total General Expenses | 1,797,497.00 | 1,621,871.00 | 175,626.00 | 11% | 2,042,720.28 | 2,034,771.48 | 1,643,621.46 | 1,735,432.99 | 1,295,951.70 |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|--|---|-------------------|-------------------|-------------------|-------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Vehicles & Equipment | | | | | | | | | | |
| 28 | Labour | 1,700.00 | 2,000.00 | - 300.00 | -15% | 2,147.37 | 417.38 | 356.79 | 2,071.50 | 951.79 |
| 29 | Overtime | | - | - | 0% | - | - | - | - | - |
| 30 | Insurance | 1,776.00 | 1,692.00 | 84.00 | 5% | 1,692.00 | 1,644.00 | 1,644.00 | 1,610.43 | 1,667.00 |
| 31 | M&R Parts | 5,700.00 | 6,200.00 | - 500.00 | -8% | 8,968.48 | 2,817.96 | 2,803.45 | 3,841.80 | 3,833.94 |
| 32 | Fuel & Oil | 7,800.00 | 8,800.00 | - 1,000.00 | -11% | 7,805.38 | 8,854.07 | 7,275.29 | 5,917.17 | 6,349.98 |
| 33 | Licences | 1,429.00 | 1,429.00 | - | 0% | 1,428.50 | 1,428.50 | 1,434.41 | 1,257.00 | 1,429.19 |
| | Total Vehicles and Equipment | 18,405.00 | 20,121.00 | - 1,716.00 | -9% | 22,041.73 | 15,161.91 | 13,513.94 | 14,697.90 | 14,231.90 |
| Sanitary Collection | | | | | | | | | | |
| 34 | Sanitary Collection Labour | 13,000.00 | 13,000.00 | - | 0% | 15,995.05 | 15,724.18 | 12,534.40 | 11,555.41 | 11,027.12 |
| 35 | Sanitary Collection Overtime | 1,600.00 | 1,600.00 | - | 0% | 6,820.86 | 3,972.84 | 3,334.28 | 1,545.63 | 3,529.20 |
| 36 | Sanitary Collection Machine Rental (town) | 3,000.00 | 3,000.00 | - | 0% | 3,796.70 | 3,810.90 | 2,717.40 | 2,310.10 | 3,242.05 |
| 37 | Sanitary Collection Materials | 16,000.00 | 16,000.00 | - | 0% | 6,952.14 | 11,491.44 | 16,800.50 | 16,257.40 | 13,610.53 |
| 38 | Sanitary Collection Contract | 23,500.00 | 23,500.00 | - | 0% | 16,850.27 | 26,491.40 | 19,009.87 | 37,084.31 | 35,565.35 |
| | Total | 57,100.00 | 57,100.00 | - | 0% | 50,415.02 | 61,490.76 | 54,396.45 | 68,752.85 | 66,974.25 |
| Water Distribution | | | | | | | | | | |
| 39 | Water Distribution Postage & Courier Services | 10,800.00 | 7,337.00 | 3,463.00 | 47% | 11,866.94 | 10,634.94 | 5,259.57 | 5,631.00 | 5,427.16 |
| Maintenance & Repairs | | | | | | | | | | |
| 40 | Maintenance & Repairs Labour | 90,000.00 | 90,000.00 | - | 0% | 81,347.27 | 112,131.74 | 97,978.68 | 78,169.60 | 92,819.67 |
| 41 | Maintenance & Repairs Overtime | 10,000.00 | 10,000.00 | - | 0% | 12,844.97 | 15,392.62 | 7,084.05 | 17,825.43 | 18,185.47 |
| 42 | Maintenance & Repairs Hydro | | | - | 0% | | | | | |
| 43 | Maintenance & Repairs Machine Rental (town) | 17,000.00 | 17,000.00 | - | 0% | 12,750.60 | 17,401.65 | 14,241.85 | 15,932.95 | 22,277.70 |
| 44 | Maintenance & Repairs Materials | 40,000.00 | 40,000.00 | - | 0% | 39,698.50 | 29,832.84 | 48,299.24 | 41,616.16 | 44,260.00 |
| 45 | Maintenance & Repairs Contract | 46,000.00 | 46,000.00 | - | 0% | 39,874.44 | 49,029.01 | 20,603.91 | 54,566.14 | 65,358.94 |
| | Total | 203,000.00 | 203,000.00 | - | 0% | 186,515.78 | 223,787.86 | 188,207.73 | 208,110.28 | 242,901.78 |
| Valve Inspection & Maint. | | | | | | | | | | |
| 46 | Valve Inspection & Maint. Labour | 11,400.00 | 11,400.00 | - | 0% | 733.68 | 4,212.35 | 5,073.36 | 10,908.46 | 195.54 |
| 47 | Valve Inspection & Maint. Labour | 500.00 | 500.00 | - | 0% | 278.74 | 377.26 | 901.74 | 686.36 | 137.07 |
| 48 | Valve Inspection Machine Rental (town) | 2,000.00 | 2,000.00 | - | 0% | 578.10 | 1,359.00 | 1,276.30 | 1,975.15 | 63.00 |
| 49 | Valve Inspection & Maint. Materials | 15,000.00 | 15,000.00 | - | 0% | 2,535.10 | 14,103.48 | 6,847.95 | 5,134.49 | 12,866.76 |
| | Total | 28,900.00 | 28,900.00 | - | 0% | 4,125.62 | 20,052.09 | 14,099.35 | 18,704.46 | 13,262.37 |
| Meter Install, Maint. & Replacement | | | | | | | | | | |
| 50 | Meter Install, Maint. & Replacement Labour | 6,000.00 | 6,000.00 | - | 0% | 3,251.64 | 3,380.22 | 3,713.30 | 4,534.76 | 6,101.33 |
| 51 | Meter Install, Maint. & Replacement Overtime | 450.00 | 450.00 | - | 0% | 127.44 | 268.60 | 231.21 | 436.93 | 292.52 |
| 52 | Meter Install, Maint. & Repl. Machine Rental (town) | 1,800.00 | 1,800.00 | - | 0% | 993.60 | 2,998.57 | 930.00 | 1,236.90 | 2,110.50 |
| 53 | Meter Install, Maint. & Replacement Materials | 40,000.00 | 33,000.00 | 7,000.00 | 21% | 41,071.57 | 51,049.98 | 39,206.43 | 32,760.95 | 57,881.05 |
| | Total | 48,250.00 | 41,250.00 | 7,000.00 | 17% | 45,444.25 | 57,697.37 | 44,080.94 | 38,969.54 | 66,385.40 |

| Line # | Description | 2020 Budget | 2019 Budget | \$ Change | % Change | 2019 Actual | 2018 Actual | 2017 Actual | 2016 Actual | 2015 Actual |
|------------------------------------|---|---------------------|---------------------|-------------------|-------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Meter Reading & Billing | | | | | | | | | | |
| 54 | Meter Reading & Billing Labour | 6,600.00 | 6,600.00 | - | 0% | 8,099.59 | 6,942.65 | 5,612.38 | 7,561.18 | 5,958.80 |
| 55 | Meter Reading & Billing Overtime | | | - | 0% | 22.96 | 67.70 | 19.40 | 141.61 | 19.74 |
| 56 | Meter Reading & Billing Office Supplies | 3,400.00 | 3,400.00 | - | 0% | | 231.61 | | | 3,429.31 |
| 57 | Meter Reading & Billing Machine Rental (town) | 3,400.00 | 3,300.00 | 100.00 | 3% | 2,340.00 | 1,796.70 | 1,836.90 | 2,328.60 | 1,989.76 |
| | Total | 13,400.00 | 13,300.00 | 100.00 | 1% | 10,462.55 | 9,038.66 | 7,468.68 | 10,031.39 | 11,397.61 |
| Pump Houses, Lift Stns. | | | | | | | | | | |
| 58 | Pump Houses, Lift Stns. Labour | 1,500.00 | 1,500.00 | - | 0% | | 277.54 | 154.95 | 1,433.23 | |
| 59 | Pump Houses, Lift Stns. Overtime | 500.00 | 500.00 | - | 0% | 45.92 | 135.41 | 434.93 | 369.22 | 257.76 |
| 60 | Pump Houses, Lift Stns. Engineering Fees | 4,000.00 | 4,000.00 | - | 0% | | 205.20 | 118.40 | 758.80 | 3,654.96 |
| 61 | Contract-OCWA (WT & SPS) Fixed Cost | 1,477,236.00 | 1,450,403.00 | 26,833.00 | 2% | 1,430,558.04 | 1,365,720.77 | 432,499.38 | 379,176.97 | 445,810.76 |
| 62 | Contract-OCWA (WWTP) Cost Plus | | | - | 0% | | | 1,011,640.07 | 803,551.36 | 833,514.49 |
| 63 | Pump Houses, Lift Stns Grant in Lieu | 80,200.00 | 80,200.00 | - | 0% | 78,186.31 | 78,746.14 | 79,107.37 | 78,868.04 | 76,528.86 |
| | Total | 1,563,436.00 | 1,536,603.00 | 26,833.00 | 2% | 1,508,790.27 | 1,445,085.06 | 1,523,955.10 | 1,264,157.62 | 1,359,766.83 |
| Ontario One Call | | | | | | | | | | |
| 64 | Ontario One Call Labour | 13,000.00 | 11,700.00 | 1,300.00 | 11% | 17,723.40 | 12,948.56 | 14,283.82 | 18,179.88 | 8,590.71 |
| 65 | Ontario One Call Overtime | 300.00 | 300.00 | - | 0% | 871.82 | 579.73 | 604.53 | 340.24 | 242.79 |
| 66 | Ontario One Call Materials | 300.00 | 300.00 | - | 0% | | 17.29 | 264.58 | 70.60 | |
| 67 | Ontario One Call Machine Rental (town) | 2,000.00 | 1,500.00 | 500.00 | 0% | 3,899.70 | 3,141.00 | 3,558.30 | 3,422.70 | 1,553.40 |
| 68 | Ontario One Call Contract | 1,000.00 | - | 1,000.00 | 0% | 102.78 | 854.86 | 963.48 | 914.05 | 1,483.04 |
| | Total | 16,600.00 | 13,800.00 | 2,800.00 | 11% | 22,597.70 | 17,541.44 | 19,674.71 | 22,927.47 | 11,869.94 |
| | Total Expenditures | 3,757,388.00 | 3,543,282.00 | 214,106.00 | 6% | 3,904,980.14 | 3,895,261.57 | 3,514,277.93 | 3,387,415.50 | 3,088,168.94 |
| | NET WATER & SEWER | - | - | - | 0% | - | - | - | - | - |

2020 Budget

REVENUES

| | |
|---|----------------|
| <u>INTEREST & DIVIDENDS-ORPC</u> | \$51,720.00 |
| INTEREST ON PROMISSARY NOTE AND DIVIDENDS RECEIVED FROM OTTAWA RIVER POWER CORPORATION-SHARED WITH THE MUNICIPAL BUDGET PER BY-LAW | |
| <u>INTEREST & DIVIDENDS-MRPC</u> | \$51,720.00 |
| INTEREST ON PROMISSARY NOTE AND DIVIDENDS RECEIVED FROM MISSISSIPPI RIVER POWER CORPORATION-SHARED WITH THE MUNICIPAL BUDGET PER BY-LAW | |
| <u>RENTAL INCOME-MRPC</u> | \$15,516.00 |
| ANNUAL RENT RECEIVED FROM MISSISSIPPI RIVER POWER CORPORATION-SHARED WITH THE MUNICIPAL BUDGET PER BY-LAW | |
| <u>WATER BILL REVENUE</u> | \$3,288,685.00 |
| WATER AND SEWER REVENUE, INCLUDES BASE CHARGE AND CONSUMPTION CHARGE | |
| <u>WATERWORKS-REMOTE METERS</u> | \$42,500.00 |
| REVENUE FROM SALE OF RADIO FREQUENCY (RF) METERS | |
| <u>WATERWORKS-W&S CONNECTIONS</u> | \$9,000.00 |
| REVENUE COLLECTED ON BUILDING PERMITS FOR WATER CONNECTIONS | |
| <u>WATERWORKS-HYDRANT RENTAL</u> | \$3,500.00 |
| REVENUE FROM FIRE DEPARTMENT FOR HYDRANT USAGE | |
| <u>WATERWORKS-OTHER FEES AND S/C</u> | \$100.00 |
| REVENUE FROM SERVICE CHARGES IMPOSED ON WATER ACCOUNTS | |
| <u>INTEREST ON OVERDUE WATER ACCOUNTS</u> | \$20,000.00 |
| INTEREST CHARGED ON PAST DUE ACCOUNTS | |
| <u>INTEREST INCOME</u> | \$35,000.00 |
| INTEREST EARNED ON WATER AND SEWER RESERVE BALANCES | |

RESERVE FUNDS \$239,647.00

DEVELOPMENT CHARGES COLLECTED TO OFFSET DEBT ON WASTE WATER
TREATMENT PLANT

EXPENDITURES

ADMINISTRATION

SALARIES, WAGES & BENEFITS \$171,444.00

SALARIES AND BENEFITS ASSOCIATED WITH THE ADMINISTRATION OF THE WATER
AND SEWER DEPARTMENT

LONG TERM DEBT CHARGES \$696,636.00

LONG TERM DEBT CHARGES ON WASTE WATER TREATMENT PLANT, SCADA
EQUIPMENT, PERTH/COUNTRY/BRIDGE AND OTHER W&S PROJECTS

POSTAGE & COURIER \$500.00

AS REQUIRED

TELEPHONE \$2,500.00

CELL PHONES

AUDIT FEES \$2,000.00

ANNUAL AUDIT

OTHER PROFESSIONAL FEES \$10,500.00

AS REQUIRED FOR ENGINEERING, CONSULTANTS, ETC.

ADVERTISING \$250.00

ADVERTISEMENTS AS REQUIRED

INSURANCE \$12,978.00

INSURANCE FOR WATER DISTRIBUTION AND SEWAGE COLLECTION

PERSONNEL (CLOTHING, ETC.) \$1,500.00

BOOT AND CLOTHING ALLOWANCE

TECHNICAL COURSES \$16,000.00

THE MUNICIPALITY IS REQUIRED TO HAVE LICENSED OPERATORS UNDER THE SAFE DRINKING WATER ACT AND THE ONTARIO WATER RESOURCES ACT. STAFF REQUIRE A MINIMUM OF 40 HOURS OF TRAINING PER YEAR

PERSONNEL (COURSES/MEMBERSHIPS, ETC.) \$1,000.00

PROFESSIONAL MEMBERSHIPS, EXAM FEES, ETC.

CAPITAL EXPENDITURE \$564,620.00

TO RESERVES \$317,559.00

VEHICLES AND EQUIPMENT \$18,405.00

INCLUDES FUEL AND OIL, MAINTENANCE, LICENSES, INSURANCE, ETC.

SANITARY COLLECTION \$57,100.00

INCLUDES:

INSPECTION-TELEVISION ALL SEWERS AT LEAST ONCE EVERY FOUR YEARS TO DETERMINE CONDITION OF PIPE, INSPECT MANHOLES AT LEAST EVERY FOUR YEARS TO DETERMINE CONDITION OF MANHOLE

CLEANING-FLUSHING OF SEWERS TO MINIMIZE BLOCKAGES AND REMOVE GREASE, MAINTAIN CAPACITY, REDUCE ODOURS, ETC., REMOVE DEBRIS IN MANHOLES AND PROVIDE A CONTINUOUS FLUSHING PROGRAM FOR PROBLEM AREAS

REPAIRS-MINOR STRUCTURAL PROBLEMS, ROOT REMOVAL, GREASE, PREVENTATIVE MAINTENANCE, EMERGENCY REPAIRS

WATER DISTRIBUTION \$231,900.00

INCLUDES:

INSPECTION-FIRE HYDRANTS ARE INSPECTED ANNUALLY PER THE FIRE CODE, HYDRANT FLOW TESTS ARE COMPLETED EVERY TWO YEARS TO DETERMINE THE EFFICIENCY AND ADEQUACY OF THE SYSTEM, LEAK DETECTION LOCATES ARE PERFORMED AT TIME OF HYDRANT INSPECTION, VALVE TURNING PROGRAM COMPLETED ONCE EVERY TWO YEARS

CLEANING-FLUSHING OF WATER MAINS TO REMOVE METAL OXIDES, SEDIMENT AND OTHER PRECIPITATES FROM THE PIPE NETWORK TWICE PER YEAR, CLEAN ISOLATION VALVES WHEN DEBRIS PREVENTS OR IMPEDES PROPER ACCESS TO THE OPERATING NUT WITHIN THE VALVE BOX

REPAIRS-REPLACE HYDRANTS AND VALVES THAT ARE NO LONGER FUNCTIONAL, PREVENTATIVE MAINTENANCE, EMERGENCY REPAIRS TO THE DISTRIBUTION SYSTEM

METER INSTALLATION, MAINTENANCE AND REPLACEMENT \$48,250.00

METERS SHOULD BE REPLACED AS REQUIRED (LIFE IS APPROX. 25 YEARS). OLDER METERS TEND TO BE LESS ACCURATE, NO LEAK DETECTION. METERS SHOULD BE CHECKED EVERY 10 YEARS OR AS REQUIRED WITH THE REPLACEMENT OF OLDER METERS WITH RADIO FREQUENCY METERS WHICH ARE MORE ACCURATE AND PROVIDE LEAK DETECTION AND LESS TIME TO READ BECAUSE DONE REMOTELY.

METER READING AND BILLING \$13,400.00

STAFF TIME TO READ METERS AND COSTS OF MAILING BILLS TO RESIDENTS

PUMP HOUSE, LIFT STATION & TREATMENT PLANT \$1,563,436.00

INCLUDES CONTRACT WITH THE ONTARIO CLEAN WATER AGENCY (OCWA) AND A GRANT IN LIEU OF TAXES FOR THE WASTE WATER TREATMENT PLANT.

THE OCWA CONTRACT INCLUDES:

THE OPERATION OF THE WASTEWATER TREATMENT PLANT INCLUDING LABOUR, CHEMICALS, ENERGY COSTS, SAMPLING OF RAW AND FINAL EFFLUENT, REVIEW OF CHEMICAL ADDITIVES, PROCESS ADJUSTMENTS, RESPONDING TO ALARMS AND COMPLIANCE REPORTING. WEEKLY EXTERNAL LABORATORY SERVICES FOR TESTING AND REPORTING OF PARAMATERS REQUIRED TO BE REPORTED UNDER THE ONTARIO WATER RESOURCES ACT ARE ALSO INCLUDED.

WEEKLY INSPECTIONS FOR MINOR SANITARY PUMP STATIONS AND THREE TIMES PER WEEK FOR THE GEMMILL'S BAY PUMP STATION, REVIEWS OF PUMP OPERATION LOGS, CLEANING OF COURSE BAR SCREENS, FACILITIES, PROCESS ADJUSTMENTS, RESPONDING TO ALARMS AND COMPLIANCE REPORTING.

INSPECTION OF ALL WELL SITES THREE TIMES PER WEEK, SAMPLING OF RAW AND TREATED WATER PARAMATERS, REVIEW OF CHLORINATION PUMP SYSTEMS INCLUDING SUPPLY OF SODIUM HYPOCHLORITE, RESIDUAL CHLORINE AND TURBIDITY ANALYZERS, FACILITIES, PROCESS ADJUSTMENTS, RESPONDING TO ALARMS, AND COMPLIANCE REPORTING INCLUDING LEGISLATED REPORTING.

REVIEW OF WATER STORAGE RECORDS FOR TRENDING AND ANOMOLIES THAT MAY INDICATE SIGNIFICANT LEAKS

WEEKLY EXTERNAL LABORATORY SERVICES FOR TESTING AND REPORTING ALL PARAMATERS REQUIRED TO BE REPORTED UNDER THE SAFE DRINKING WATER ACT.

ONTARIO ONE CALL \$16,600.00

CALL CENTRE FOR LOCATES

LONG TERM PLANNING

The Municipality completed a water and sewer rate study several years ago which provides direction with regards to increases in water and sewer rates each year based on assumptions about growth, consumption and expected operating and capital needs. The study can be found at <https://www.mississippimills.ca/en/townhall/resources/2015-MM-W-S-Rate-Study.pdf>

The rate study incorporates a number of other documents such as the water and sewer master plan (available from the public works department) and the development charges study (<https://www.mississippimills.ca/en/townhall/developmentcharges.asp>) and is essentially the long term financial plan for the water and sewer system.

Rate changes for the last number of years have followed the direction of the Water and Sewer Rate Study as follows:

| | 2015 | 2016 | 2017 | 2018 | 2019 |
|--------------------------------|-------------|-------------|-------------|-------------|-------------|
| Average Consumption in gallons | 32,200 | 32,200 | 32,200 | 32,200 | 32,200 |
| Rate per 1,000 gallons | \$11.17 | \$11.35 | \$11.53 | \$11.71 | \$11.90 |
| Average consumption charge | \$359.67 | \$365.47 | \$371.27 | \$377.06 | \$383.18 |
| Annual base charge | \$504.33 | \$540.90 | \$562.54 | \$585.00 | \$608.00 |
| Total average billing | \$864.00 | \$906.37 | \$933.81 | \$962.06 | \$991.18 |
| Increase over previous year | \$26.38 | \$42.37 | \$27.44 | \$28.25 | \$29.12 |
| % Increase over previous year | 3.15% | 4.90% | 3.03% | 3.03% | 3.03% |
| Increase per month | \$2.20 | \$3.53 | \$2.87 | \$2.35 | \$2.43 |

The 2020 proposed rates also follow the water and sewer rate study recommendations and are calculated as follows:

Proposed 2020 Water and Sewer Rates

| | 2019 | 2020 | Increase |
|--|---|---|--|
| Annual Base Charge | \$608.00 | \$632.00 | 3.95% or \$24.00 |
| Consumption Rate | \$11.90/1,000 gallons | \$12.09/1,000 gallons | 1.59% or \$0.19/1,000 gallons |
| Average Annual Billing (32,200 gallons / year) | \$991.18 (\$82.60 per month = \$165.20 per each 2 month billing) | \$1,021.30 (\$85.10 per month = \$170.20 per each 2 month billing) | \$30.12 (3.04%, \$2.50 per month = \$5.00 per each 2 month billing) |

NOTE: BILLING CYCLE EVERY TWO MONTHS

CONCLUSION

It is hoped that the contents of this document will be useful to both Council and the public in understanding all of the departments of the Municipality, how they are staffed and what the areas of responsibility are.