



Municipality of Mississippi Mills

# SPECIAL COUNCIL AGENDA

Tuesday, December 10, 2019

6:00 p.m.

Council Chambers, Municipal Office

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**PLEASE REMEMBER TO SET YOUR CELL PHONE TO SILENT AND THAT NO RECORDING DEVICES ARE PERMITTED.**

**\*\*PLEASE BRING YOUR 2020 BUDGET BINDER TO THE MEETING\*\***

- A. CALL TO ORDER
- B. ATTENDANCE
- C. APPROVAL OF AGENDA
- D. DISCLOSURE OF PECUNIARY INTEREST
- E. REPORTS

## Finance and Administration

- 1. 2020 Draft Budget (Budget Binder Tabs 1-24)

Pages 2-170

### Recommendation:

That the 2020 budget proceed to public meeting.

- F. OTHER/NEW BUSINESS
- G. CONFIRMATORY BY-LAW – 19-123
- H. ADJOURNMENT



Mississippi  
Mills

# 2020 BUDGET



A Natural  
Place  
to  
Grow

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## 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)*

## 2020 Budget Assumptions & Challenges

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 not balanced and presently has a funding shortfall of \$376,511 determined as follows (revenues less expenses):

General Revenues including County and Schools	24,647,974
Building Department Revenues	469,900
Waste Management Revenues	1,683,160
Septage Revenues	50,000
Water and Sewer Revenues	3,757,388
Library Revenue excluding municipal grant	85,398
Recreation and Culture Revenue excluding municipal grant	586,165
Daycare Revenue excluding municipal grant	2,492,581
<b>Total Revenue</b>	<b>33,772,566</b>
Less County and School Revenue	(11,689,445)
<b>Total Municipal Revenue</b>	<b>22,083,121</b>
Less Total Municipal Expenses	(22,459,632)
<b>Current Shortfall (Revenues less expenses)</b>	<b>(376,511)</b>

The following changes were made to the draft since the first budget meeting held on October 22, 2019:

Municipality of Mississippi Mills					
2020 Draft Budget Changes					
Shortfall 1st draft October 22/19				1,331,349	
Shortfall 3rd draft December 10/19				376,511	
Total 2020 draft budget changes				954,838	
<b>Explanation of Changes:</b>					
Department	Description	1st Draft	3rd Draft	Difference	Explanation of Change
		Total	Total		
<b>Operating Budget</b>					
Revenue	Supplementary Taxation	115,000	135,000	20,000	Based on trend data
	OMPF Funding	848,288	890,600	42,312	Confirmation from Province
	Planning Fees	100,000	110,000	10,000	Based on trend data
	Admin Fees	13,000	13,500	500	Based on trend data
	Interest Income	80,000	90,000	10,000	Based on review of monthly earnings
Council	Statutory Benefits	9,670	9,271	(399)	Based on 2020 benefit rates (CPP, EI, OMERS, WSIB, EHT)
Administration	Insurance	5,450	5,560	(110)	Estimate 5% increase from Insurance provider
	Computer Expense	90,000	80,000	10,000	Based on trend data
	Office Supplies	22,500	20,000	2,500	Based on trend data
	Telephone	12,000	15,000	(3,000)	Based on trend data
	Bank Charges	9,477	9,177	300	Based on monthly review of charges
	Statutory Benefits/Salary Adjustments	850,899	901,439	(50,540)	Council approved salary adjustments and 2020 benefit rates
Admin. Buildings	Insurance-Mun office	11,800	12,040	(240)	Estimate 5% increase from Insurance provider
	Maintenance-Reg. Office	3,500	1,500	2,000	Based on trend data
	Utilities-AOTH	22,000	21,000	1,000	Based on trend data
	Maintenance Supplies-AOTH	2,300	1,750	550	Based on trend data
	Insurance-AOTH	7,462	7,610	(148)	Estimate 5% increase from Insurance provider
	Other S&R-AOTH	15,000	14,500	500	Based on trend data
Protection	Crossing Guards	-	9,500	(9,500)	Request from Council
	Accessibility	1,200	500	700	Based on trend data
	Memberships-H&S	300	-	300	Based on trend data
	Conferences-H&S	1,000	750	250	Based on trend data
	MVCA Levy	83,000	86,023	(3,023)	Based on estimate from MVCA
	Health & Safety Facility Manager	89,774	78,250	11,524	Salary Difference for New Hire
	Statutory Benefits	29,744	29,895	(151)	Based on 2020 benefit rates (CPP, EI, OMERS, WSIB, EHT)
Fire	Personnel (Clothing)	25,000	11,200	13,800	Bunker Gear included in capital budget. Added cancer prevention equipt.
	Statutory Benefits/Salary Adjustments	377,750	393,341	(15,591)	Council approved salary adjustments and 2020 benefit rates
	Volunteer Remuneration	160,000	205,000	(45,000)	Based on avg. call outs and required training needs
Transportation	Insurance	40,341	41,121	(780)	Estimate 5% increase from Insurance provider
	Statutory Benefits/Salary Adjustments	1,201,426	1,209,486	(8,060)	Council approved salary adjustments and 2020 benefit rates
	Other-Almonte Garage	1,250	1,000	250	Based on trend data
	Utilities-Pak Garage	8,100	6,850	1,250	Based on trend data
	Other-Pak Garage	700	500	200	Based on trend data
	Utilities-Ramsay Garage	36,500	34,500	2,000	Based on trend data
	Brushing	45,000	40,000	5,000	Based on trend data
Rec & Curling	Insurance	23,287	23,740	(453)	Estimate 5% increase from Insurance provider
	Multiple operating rev/exp	232,206	220,406	11,800	Based on review of all rev/expenses for Dept.
	Statutory Benefits/Salary Adjustments	828,850	846,020	(17,170)	Council approved salary adjustments and 2020 benefit rates
Library	Insurance	3,394	3,460	(66)	Estimate 5% increase from Insurance provider
	Statutory Benefits/Salary Adjustments	478,763	499,065	(20,302)	Council approved salary adjustments and 2020 benefit rates
	Telephone	5,000	4,000	1,000	Based on trend data
Planning	Statutory Benefits/Salary Adjustments	242,835	249,560	(6,725)	Council approved salary adjustments and 2020 benefit rates
CEDC	Salaries	85,543	89,478	(3,935)	Salary Adjustment for Admin. Support
	Statutory Benefits	18,879	23,558	(4,679)	Based on 2020 benefit rates (CPP, EI, OMERS, WSIB, EHT)
Daycare	Municipal Grant	9,069	29,921	(20,852)	Council approved salary adjustments and 2020 benefit rates
	<b>Total Operating Changes</b>			<b>(62,988)</b>	
<b>Capital Budget</b>					
Transportation	Levi Bridge Cost	743,000	1,213,300	(470,300)	Cost per grant submission
	Levi Bridge Grant Funding	-	1,007,039	1,007,039	Assume Grant funding and reallocate gas tax to roads
	One time gas tax funding applied to roads	296,474	296,474	-	Reallocate gas tax funding from Levi Bridge to roads
	Plow Truck Funding	-	141,750	141,750	Assume Dividend from MRPC to pay for capital
	Plow Truck Funding	-	98,250	98,250	Assume balance of plow truck to be funded from reserves
	OCIF Funding	-	243,087	243,087	Assume funding will be received at same level as 2019
CEDC	TODS Signage	1,500	3,500	(2,000)	Per Council direction Nov 21/19
	<b>Total Capital Budget Changes</b>			<b>1,017,826</b>	
	<b>Total 2020 Draft Budget Changes</b>			<b>954,838</b>	

The draft budget includes the following assumptions and changes over 2019:

### **Staffing:**

- ▶ The Fire Department budget includes a full time Deputy Chief for a total salary and benefit cost of \$111,430
- ▶ The Fire Department has increased remuneration for the volunteers based on average calls and training requirements of \$45,000
- ▶ The Building and Planning Departments have reallocated salaries to By-law services in the protection budget an increase of \$44,160
- ▶ The Building and Planning Departments have included benefits for their current contract admin. position making it a permanent full time position.
- ▶ The Administration budget includes a part time Communications Officer for \$35,000.
- ▶ Statutory benefit adjustments for 2020 rates are included and a cost of living increase has also been applied. Salary implications as a result of the market salary study are included in the draft budget.
- ▶ A Crossing Guard has been added to the protection budget for \$9,500. This includes salary plus training and supplies.

### **General Operating:**

- ▶ The Transportation budget includes a winter control expenditure increase of \$78,500 for materials and contracts over 2019 to reflect an increase in supply costs.
- ▶ Wild Parsnip spraying remains at the same funding level as 2019.
- ▶ The OPP contract increase is \$55,941 for 2020.
- ▶ A Rural Recreation Grant has been added to the Recreation budget in the amount of \$20,000.
- ▶ Cost Sharing with Carleton Place is estimated at 3% following a discussion with their Treasurer.
- ▶ The insurance premium increase is estimated at 5% over 2019 rates based on a discussion with the Municipality's insurance provider.
- ▶ The MVC Levy increase is estimated at 8% based on information provided by the MVCA.

### **Revenues:**

- ▶ The tax revenue increase is 2.5% or \$253,960. Growth projections for 2020 are estimated at 3.02%. **A 1% tax revenue increase is \$101,584.** Refer to the taxation section of this document for additional information on taxation and growth.

- ▶ Revenues are projected for 2020 based on historical trend data and also incorporate 2020 proposed increases in fees and charges.
- ▶ The Province has confirmed that the Municipality will receive funding under The Ontario Community Infrastructure Fund (OCIF) although the amount of the funding has not yet been provided. For now, it has been applied to road projects in the capital budget at the same level as 2019 which is \$243,087.
- ▶ Hydro revenue is shared between the municipal budget and the water and sewer budget in accordance with By-law 15-128. For 2020 the allocation is 43.1% water and sewer and 56.9% municipal.
- ▶ Water and Sewer rate increases are consistent with the rate study at 3%.
- ▶ Gas tax funding is allocated to the capital program consistent with previous years. In addition, one time funding received in 2019 is also being allocated to capital in the amount of \$296,474 per Resolution 363-19.
- ▶ It is assumed that grant funding of \$1,007,039 will be received for the Levi Bridge. **This funding requires confirmation.**

#### **Capital/Reserves/Debt:**

- ▶ Reserves are being used to fund capital and operating items where appropriate. Refer to the details on reserves included in this document.
- ▶ No new debt is being proposed for 2020 **with the exception of the water storage construction included in the Water and Sewer budget. This item requires discussion.** Historically long term financing has been used to fund assets with longer lives such as facilities, bridges and vehicles such as snow plows and fire trucks.
- ▶ The municipal Long Term Financial Plan (LTFP) requires a review as indicated to Council during 2019 budget deliberations. The Water and Sewer rate study should also be updated and is included in the 2020 budget for completion. For now, the tax revenue/water and sewer targets and debt assumptions from those plans are being followed however, the tax level is insufficient to address operational and capital requirements for 2020.



The following items are suggestions for Council's consideration to balance the 2020 budget:

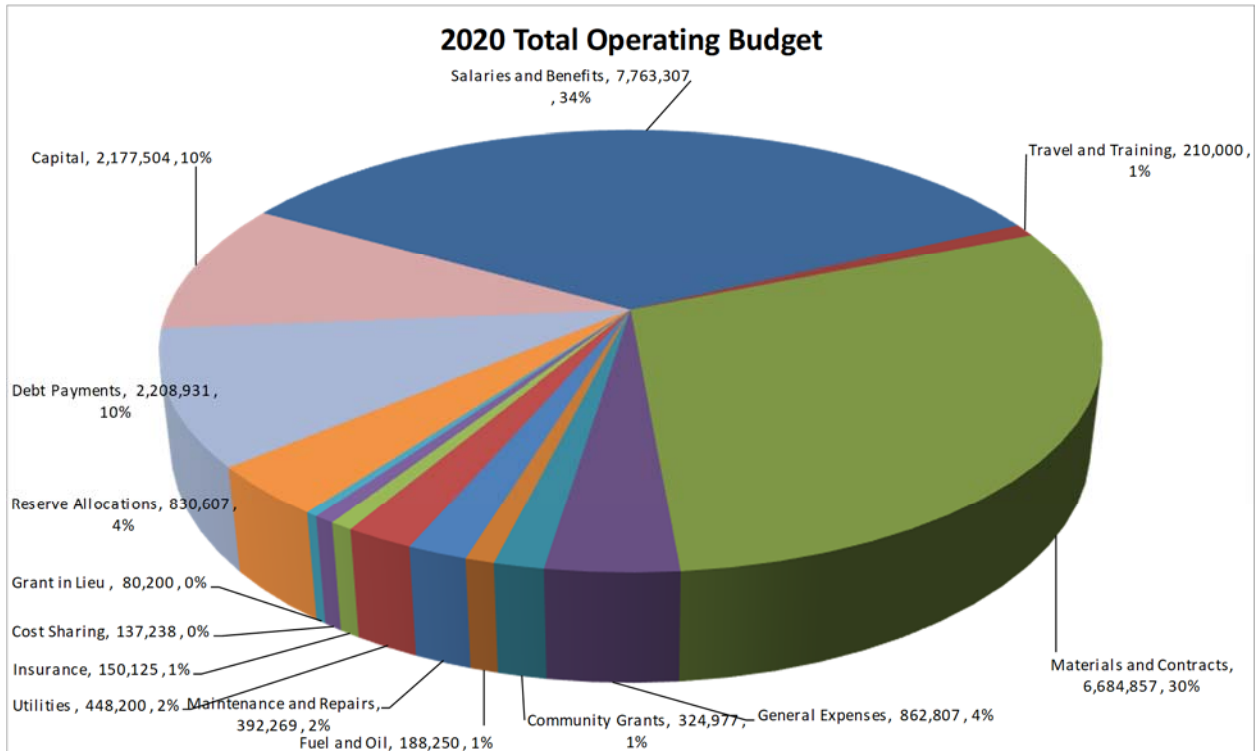
Suggested changes to address the 2020 draft budget shortfall				
of \$376,511:				
Taxation from Growth		205,232.00	See taxation section of the budget document	
Fund Gemmill Basketball Court from Reserves (to	40,000.00		This would only be required if the grant application is not approved	
Fund Daycare Capital building work from reserves	17,000.00		From Daycare reserves	
Part-time Communications Officer	35,000.00		Was included in the budget for a grant submission but the grant wa	
Mechanical and Building Assessment Reports	25,000.00		Are needed to support building work but are not urgent	
Microsurfacing	?		Remove one road that is not critical	
An additional tax revenue increase	?		1% equals \$101,584	
Additional expense adjustments	?		Additional cuts to operating/capital budgets	

## EXECUTIVE SUMMARY

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

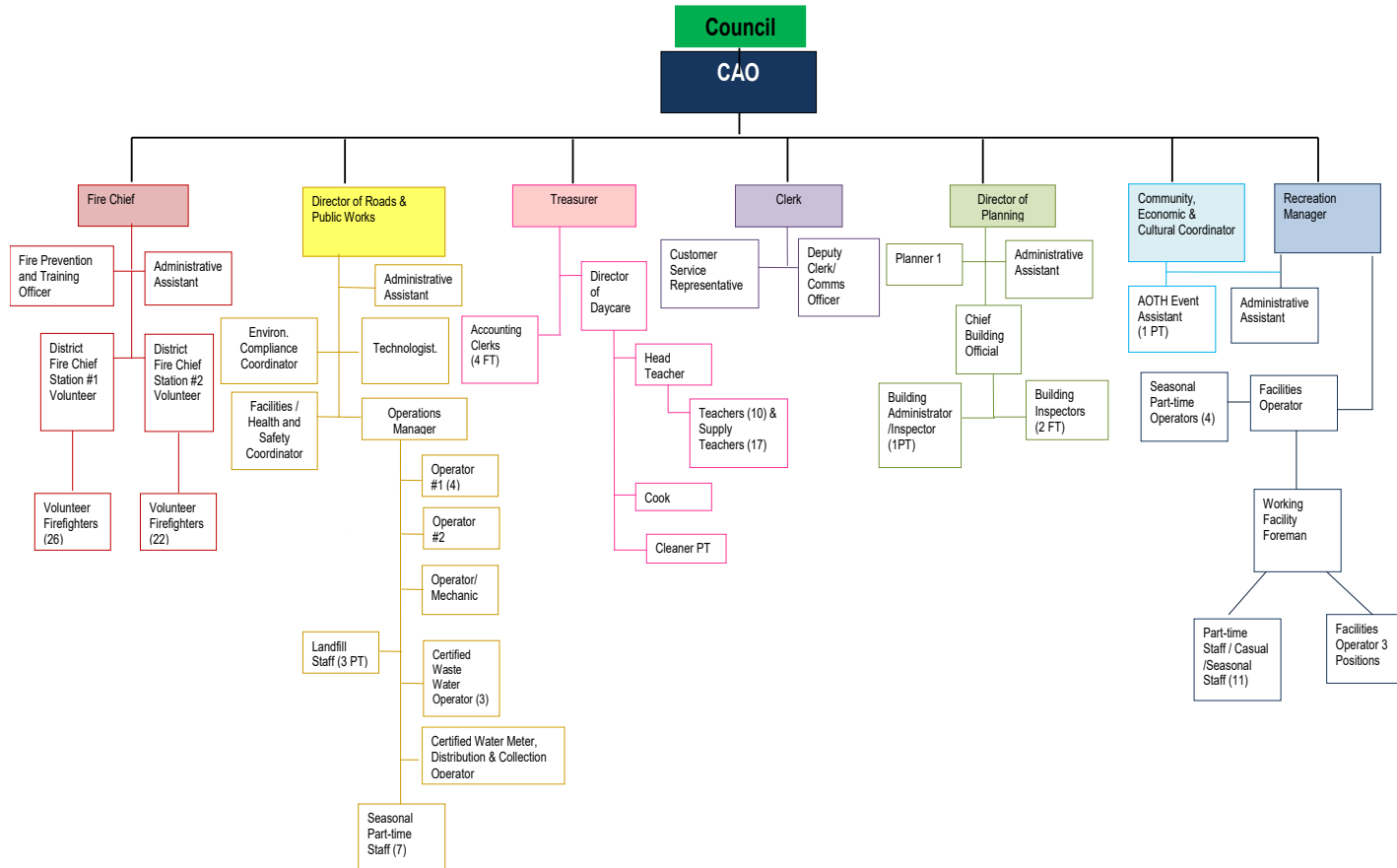
- 1) The operating budget of \$22,459,632 includes the day to day requirements of the Municipality to provide programs and services to residents and includes such items as salaries and benefits, supplies, materials, contracts, etc.

<b>Municipality of Mississippi Mills</b>						
<b>2020 Budgeted Expenditures</b>						
	2018	% of total	2019	% of total	2020	% of total
Remuneration Salaries and Benefits	6,395,517	32%	7,105,631	34%	7,763,307	35%
Travel and Training	197,440	1%	203,275	1%	210,000	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%	137,238	1%
Transfer to Reserves	726,003	4%	761,016	4%	830,607	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%	2,177,504	10%
	19,983,103	100%	21,172,303	100%	22,459,632	100%

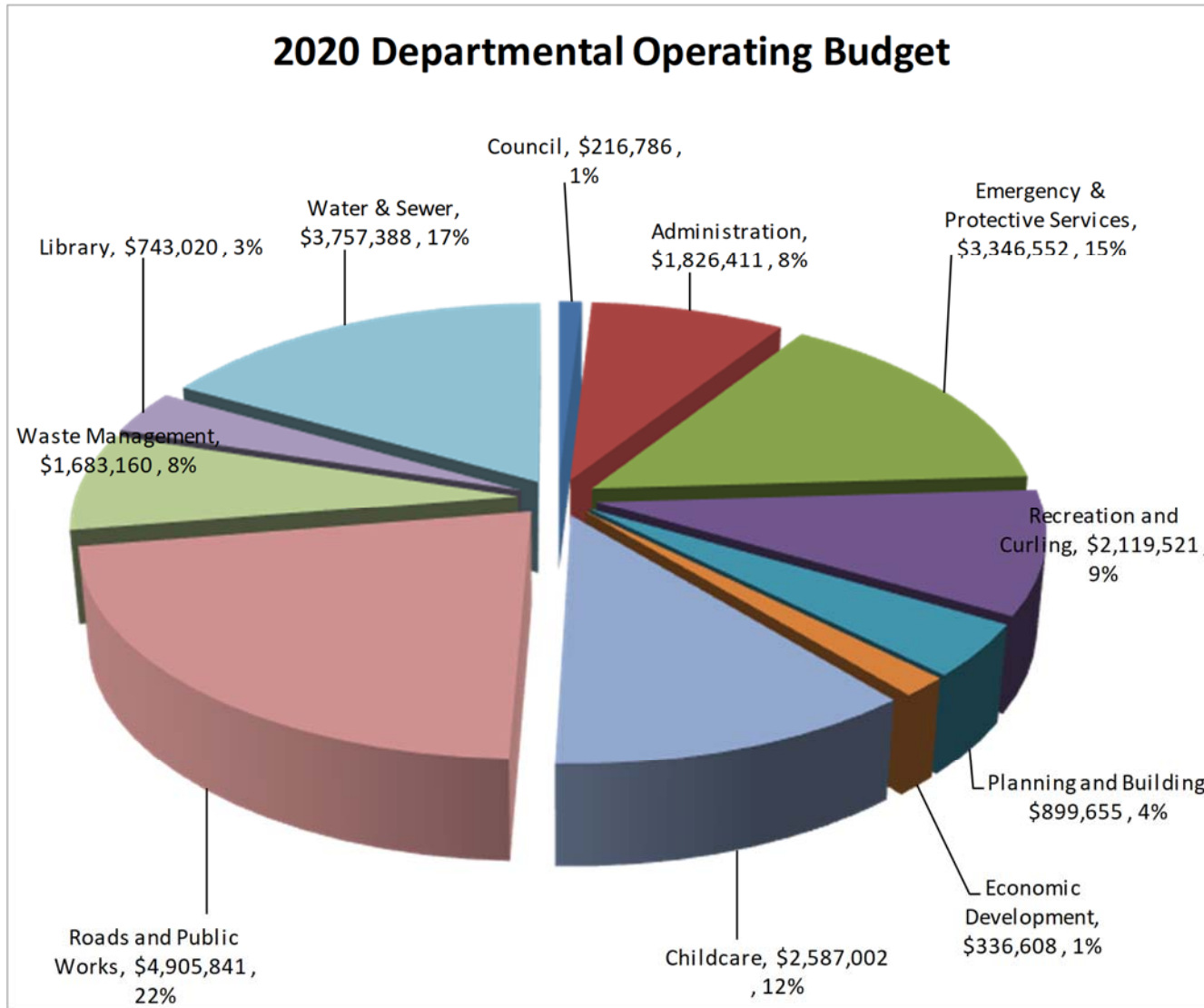


The Municipality is considered to be a **service organization** and therefore the largest proportion of operating expenditures is for salaries and benefits. **This will be true of most Municipalities or service organizations.** In Mississippi Mills, staffing includes firefighters, library staff, childcare 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.

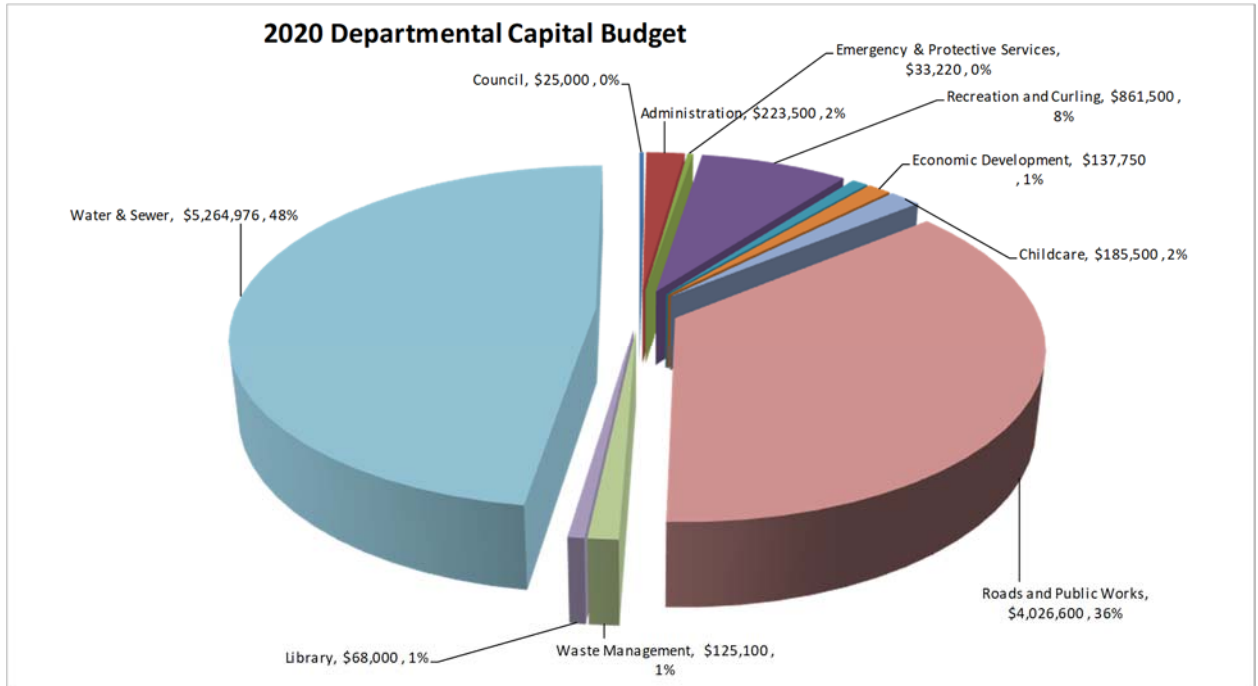
## MUNICIPALITY OF MISSISSIPPI MILLS ORGANIZATION CHART 2019



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



2) The capital budget of \$11,120,646 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”.

**CAPITAL  
ALL DEPARTMENTS  
2020 BUDGET**

LINE NO.	DESCRIPTION OF PROJECT	BUDGET ITEM	TOTAL COST	OTHER SOURCES OF FINANCING						20 BUDGET
				CANADA GRANTS	PROV./COUNTY GRANTS	RESERVES	DEVELOPMENT CHARGES	BANK FINANCING	OTHER REVENUE	
		<b>CAPITAL COUNCIL</b>								
1	TO PROVIDE LIVE STREAMING OF MEETINGS	LIVE STREAMING REQUIREMENTS	25,000.00			25,000.00				0.00
		<b>TOTAL COUNCIL</b>	25,000.00	-	-	25,000.00	-	-	-	-
		<b>ADMINISTRATION</b>								
2	UPGRADE TO MUNICIPAL WEBSITE	WEBSITE RE-DESIGN	50,000.00			50,000.00				0.00
		<b>TOTAL ADMINISTRATION</b>	50,000.00	0.00	0.00	50,000.00	0.00	0.00	0.00	0.00
		<b>MUNICIPAL OFFICE</b>								
3	MAINTENANCE	PAINTING/PATCHING INTERIOR WALLS	8,000.00							8,000.00
4	MAINTENANCE	A/C UNIT (FINANCE AREA FOR FOYER AND RAMSAY ROOM)	15,000.00			15,000.00				0.00
5	FOR LONG TERM PLANNING	BUILDING CONDITION ASSESSMENT TO SUPPORT ASSET MANAGEMENT	5,000.00			3,000.00				2,000.00
		<b>TOTAL MUNICIPAL OFFICE</b>	28,000.00	-	-	18,000.00	-	-	-	10,000.00
		<b>OLD REGISTRY OFFICE</b>								
6	MAINTENANCE	STONE WALL REPAIR	5,000.00			5,000.00				0.00
		<b>TOTAL OLD REGISTRY OFFICE</b>	5,000.00	0.00	0.00	5,000.00	0.00	0.00	0.00	0.00
		<b>ALMONTE TOWN HALL</b>								
7	SOUND AND LIGHT REPLACEMENT	AUDITORIUM SOUND AND LIGHT REPLACEMENT	5,000.00			4,000.00			1,000.00	0.00
8	IMPROVEMENTS TO LIGHTING WITH LED	ENTRANCE LIGHTING	12,000.00			12,000.00				0.00
9	REPAIR DAMAGE	FLOOD REPAIR 3RD FLOOR KITCHEN	5,000.00			5,000.00				0.00
10	REPAIR DAMAGE	A/C UNIT DRAIN ABOVE 3RD FLOOR	1,500.00			1,500.00				0.00
11	NEW	PICNIC TABLE BASE AND TABLES BACK OF TOWN HALL	7,000.00							7,000.00
12	REPAINTING REQUIRED TO PROTECT WOOD	OUTSIDE WINDOW AND DOOR PAINTING	110,000.00			67,500.00				42,500.00
		<b>TOTAL ALMONTE TOWN HALL</b>	140,500.00	0.00	0.00	90,000.00	0.00	0.00	1,000.00	49,500.00
		<b>PROTECTION-OTHER</b>								
		<b>FIRE DEPARTMENT</b>								
13	ANNUAL NEEDS	BUNKER GEAR, HELMETS, BOOTS ETC.	20,000.00							20,000.00
14	REPLACEMENTS	WINDOWS STN 2	4,075.00			4,075.00				0.00
15	REPAIR OF WALL	REMOVE PORTION OF BLOCK WALL STN 2	5,145.00			5,145.00				0.00
16	DOOR REPAIRS	DOOR REPAIRS STN 1 AND 2	4,000.00			4,000.00				0.00
17		<b>TOTAL FIRE</b>	33,220.00	0.00	0.00	13,220.00	0.00	0.00	0.00	20,000.00
		<b>BUILDING DEPARTMENT</b>								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
		<b>ROADS &amp; PUBLIC WORKS</b>									
		<b>ROADS/BRIDGES:</b>									
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	
		<b>HARDTOPPING PROJECTS (see attached listing)</b>									
22	RE-SURFACING OF PAVED ROADS	PAVEMENT RENEWAL PROJECTS	122,100.00	50,000.00						72,100.00	
23	RE-SURFACING OF ST ROADS	SURFACE TREATMENT PROJECTS	815,200.00	645,790.00			126,000.00			13,410.00	
24	HARD TOP SURFACE REPAIRS	MICROSURFACING PROJECTS	617,000.00		243,087.00	30,000.00				373,913.00	
		<b>BRIDGES</b>									
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	
		<b>EQUIPMENT</b>									
28	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	
29	REPLACEMENT OF UNIT C021	PLOW TRUCK	240,000.00			240,000.00				0.00	
		<b>FACILITIES</b>									
30	PLYWOOD REPLACEMENT	PAKENHAM SAND SHED	5,000.00			5,000.00				0.00	
		<b>OTHER</b>									
31	ANNUAL PROGRAM OF REPLACEMENTS	URBAN TREE REPLACEMENTS	3,000.00			2,000.00				1,000.00	
32	CFWD OF 2018 SHARED WITH W&S	ENGINEERING DESIGN/MOEC APPROVALS DOWNTOWN DETAILED DESIGN-50%	175,000.00					175,000.00		0.00	
33	CFWD OF 2019 PROJECT	CROSSWALK-PATERSON	17,000.00			17,000.00				0.00	
		<b>ACTIVE TRANSPORTATION</b>									
34	CFWD OF 2019 PROJECT	CROSS OVER, SIGNAGE	130,000.00		60,000.00	70,000.00				0.00	
		<b>TOTAL PUBLIC WORKS</b>	4,026,600.00	1,302,440.00	703,476.00	618,900.00	126,000.00	175,000.00	0.00	0.00	1,100,784.00
		<b>WASTE MANAGEMENT</b>									
35	ANNUAL MONITORING PER LEGISLATION	ENVIRONMENTAL SAMPLING HOWIE RD. LANDFILL (ANNUAL)	37,000.00							37,000.00	
36	ANNUAL MONITORING PER LEGISLATION	ENVIRONMENTAL SAMPLING PAKENHAM LANDFILL (ANNUAL)	8,200.00							8,200.00	
37	ANNUAL MONITORING PER LEGISLATION	ENVIRONMENTAL SAMPLING RAMSAY LANDFILL (ANNUAL)	19,900.00							19,900.00	
38	PURCHASE OF LANDS AROUND SITE	BUFFER LANDS FOR LANDFILL	35,000.00			35,000.00				0.00	
39	REPLACE SCALE HOUSE	HOWIE ROAD GARAGE AND SCALEHOUSE REPAIRS	17,000.00			17,000.00				0.00	
40	NEW	HOWIE ROAD MONITORING WELL	8,000.00							8,000.00	
		<b>TOTAL WASTE MANAGEMENT</b>	125,100.00	0.00	0.00	52,000.00	0.00	0.00	0.00	0.00	73,100.00
		<b>WATER &amp; SEWER</b>									
41	MAINTENANCE	OCWA-WATER TREATMENT CAPITAL PER LTFP	40,000.00							40,000.00	
42	MAINTENANCE	OCWA-SANITARY PUMP STATION CAPITAL PER LTFP	84,000.00			27,600.00				56,400.00	
43	MAINTENANCE	OCWA-WASTEWATER TREATMENT PLANT CAPITAL PER LTFP	26,500.00							26,500.00	
44	REPLACEMENT DUE TO FAILURE	WWTP TURBO BLOWER 3 REPLACEMENT	120,000.00			120,000.00				0.00	
45	SECURITY	WWTP FENCING ALTERATIONS	5,000.00							5,000.00	
46	REPAIRS TO PUMP	WWTP PUMP REPAIRS	41,000.00							41,000.00	
47	ROOF REPAIRS TO ADDRESS LEAKS	WWTP ROOF REPAIRS	140,000.00			60,000.00				80,000.00	
48	MAINTENANCE	WWTP UV SYSTEM MAINTENANCE	10,000.00			10,000.00				0.00	
49	MAINTENANCE	WWTP ATAD-SDNR TANK AND FILTRATE CLEANOUT	17,500.00			17,000.00				500.00	
50	GROWTH RELATED PROJECT	GEMMILL'S BAY PUMP STATION TWIN FORCEMAIN DESIGN	130,000.00				34,780.00			95,220.00	
51	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
52	MAINTENANCE	ELECTRICAL/INSTRUMENTATION/CONTROLS -PUMP STATIONS	50,000.00							50,000.00	
53	PLANNING PURPOSES	ENGINEERING/DESIGN/MOECC APPROVAL	74,000.00							74,000.00	
54	SPOT REPAIRS PER RATE STUDY	SANITARY SEWER REPAIRS	230,976.00			230,976.00				0.00	
55	ANNUAL CLEANING AND CCTV PROGRAM	ANNUAL CLEANING AND CCTV PROGRAM-INFILTRATION PER LTFF	40,000.00							40,000.00	
56	ANNUAL METER PROGRAM	RADIO FREQUENCY METER CONVERSION PER LTFF	39,000.00							39,000.00	
57	SAMPLING BETWEEN LAGOONS AND WELL 5	SAMPLE MONITORING WELLS UPSTREAM OF WELL 5 (REGULATORY)	17,000.00							17,000.00	
58	CARRY OVER FROM 2018	ENGINEERING/DESIGN/MOECC APPROVALS DOWNTOWN DETAILED DESIGN 50%	175,000.00			86,285.00		88,715.00		0.00	
59	UPDATE TO RATE STUDY	W&S RATE STUDY/FINANCIAL PLAN UPDATE	25,000.00			25,000.00				0.00	
		<b>TOTAL WATER &amp; SEWER</b>	<b>5,264,976.00</b>	<b>-</b>	<b>-</b>	<b>576,861.00</b>	<b>1,104,780.00</b>	<b>3,018,715.00</b>	<b>-</b>	<b>-</b>	<b>564,620.00</b>
		<b>SEPTAGE</b>									
60	CARRY OVER FROM 2019	SEPTAGE CONTAINMENT AREA	70,000.00			50,633.00	19,367.00				0.00
61	CARRY OVER FROM 2019	SEPTAGE GRINDER MAINTENANCE	4,500.00			4,500.00					0.00
		<b>TOTAL SEPTAGE</b>	<b>74,500.00</b>	<b>-</b>	<b>-</b>	<b>55,133.00</b>	<b>19,367.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
		<b>DAYCARE</b>									
62	REQUIRED FOR LICENSING	LICENCING REQUIRMENTS	7,500.00								7,500.00
63	REPLACEMENTS AS REQUIRED	EQUIPMENT/FURNITURE (ANNUAL)	5,000.00			5,000.00					0.00
64	PRESCHOOL AND TODDLER ROOMS	PAINTING/WALL REPAIR	5,000.00								5,000.00
65	CUPBOARD FOR COTS/STORAGE	CUPBOARD/COUNTER REPLACEMENT	20,000.00		10,000.00	10,000.00					0.00
66	PARGING, FOUNDATION, FURNACE	BUILDING REPAIRS	17,000.00								17,000.00
67	UPDATE EXISTING EMERGENCY LIGHTS	EMERGENCY LIGHTING	6,000.00			6,000.00					0.00
68	NEW	SUN SHELTER DAYCARE PLAYGROUND	5,000.00								5,000.00
69	NEW	PLAYSTRUCTURE-HOLY NAMEOF MARY SCHOOL	30,000.00			3,000.00	27,000.00				0.00
70	FOR LONG TERM PLANNING	MECHANICAL ASSESSMENT	10,000.00								10,000.00
72	RENOVATION	KITCHEN	80,000.00			80,000.00					0.00
		<b>TOTAL DAYCARE</b>	<b>185,500.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>104,000.00</b>	<b>27,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>44,500.00</b>
		<b>PARKS &amp; RECREATION</b>									
73	IMPROVEMENTS TO PARK	RIVERFRONT ESTATES	150,000.00			15,000.00	135,000.00				0.00
74	MAINTENANCE	COMPRESSOR OVERHAUL BOTH ARENAS	15,000.00								15,000.00
75	ANNUAL REQUIREMENT	TREES FOR PARKS	7,000.00								7,000.00
76	IMPROVEMENTS TO PARK	MILL RUN PARK	372,000.00			37,200.00	334,800.00				0.00
77	REPAIRS TO COURT	GEMMILL PARK BASKETBALL COURT	50,000.00			10,000.00					40,000.00
78	MAINTENANCE	SMALL STORAGE SHED ROOFING/FIX UP-ALMONTE	10,000.00								10,000.00
79	MAINTENANCE	GEMMILL PARK BALL DIAMOND	8,000.00								8,000.00
80	REPLACEMENT	AUTO SCRUBBER-PAKENHAM ARENA	10,000.00								10,000.00
81	FOR LONG TERM PLANNING	LIGHTING STUDY-BOTH ARENAS	7,000.00								7,000.00
82	ANNUAL REQUIREMENT	TRAIL DEVELOPMENT	42,500.00			4,250.00	38,250.00				0.00
83	MAINTENANCE	CANTEEN REPAIRS-PAK ARENA	30,000.00								30,000.00
84	FOR LONG TERM PLANNING	MECHANICAL ASSESSMENT-BOTH ARENAS	10,000.00								10,000.00
86	NEW	RIVERWALK MILL WORKER STAIRCASE AND WALK	150,000.00							122,500.00	27,500.00
		<b>TOTAL P &amp; R</b>	<b>861,500.00</b>	<b>-</b>	<b>-</b>	<b>66,450.00</b>	<b>508,050.00</b>	<b>-</b>	<b>-</b>	<b>122,500.00</b>	<b>164,500.00</b>

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	
		<b>LIBRARY</b>								
87	UPGRADES TO ALMONTE BRANCH	FACILITY MAINTENANCE/UPGRADES	35,500.00			35,500.00				0.00
88	UPGRADES TO ALMONTE BRANCH	TECHNOLOGY UPGRADES	5,000.00							5,000.00
89	REPLACEMENTS/PURCHASE OF FURNITURE	FURNITURE AND EQUIPMENT (ALM BRANCH)	25,000.00							25,000.00
90	TO MEET LEGISLATION	ACCESSIBILITY PROJECT	2,500.00			2,500.00				0.00
		<b>TOTAL LIBRARY</b>	68,000.00	0.00	0.00	38,000.00	0.00	0.00	0.00	30,000.00
		<b>PLANNING</b>								
91	NEW	LAND EVALUATION AREA REVIEW STUDY	60,000.00							60,000.00
92	NEW	RESERVE ST. PARKING PLAN	35,000.00							35,000.00
		<b>TOTAL PLANNING</b>	95,000.00	0.00	0.00	0.00	0.00	0.00	0.00	95,000.00
		<b>COMM. ECONOMIC DEVELOPMENT</b>								
		<b>BEAUTIFICATION</b>								
93	FLOWERS FOR DOWNTOWN CORES-SOME RE	FLOWER BASKETS (ANNUAL)	8,000.00						6,000.00	2,000.00
94	METAL BANNER FABRICATION	BANNERS	3,000.00							3,000.00
95	ARBOUR WEEK PLANNING	TREE PLANTING	3,000.00			3,000.00				0.00
96	FENCE REMOVAL CARRY OVER FROM 2019	CPR FENCE REMOVAL	6,250.00			6,250.00				0.00
97	REPLACEMENTS	CHRISTMAS DÉCOR	4,000.00			4,000.00				0.00
		<b>SUBTOTAL</b>	24,250.00	0.00	0.00	9,250.00	0.00	0.00	6,000.00	5,000.00
		<b>MARKETING THE MILLS</b>								
98	ANNUAL COSTS FOR DIRECTIONAL SIGNAGE	TODS/SIGNS (ANNUAL)	3,500.00							3,500.00
99	REPLACEMENT OF MOBILE SIGN AT ACC	ELECTRONIC SIGN	50,000.00			50,000.00				0.00
100	ONGOING MAINTENANCE COSTS	WELCOME SIGNS	10,000.00			10,000.00				0.00
101	ANNUAL REPLACEMENTS	EVENT TENTS	4,000.00			4,000.00				0.00
102	ANNUAL REPLACEMENTS	TABLES & CHAIRS	5,000.00			5,000.00				0.00
103	GRAPHIC DESIGN SOFTWARE	COMPUTER AND SOFTWARE	8,000.00			5,000.00				3,000.00
104	REPAIR AND ADD TO EXISTING SIGN	BUSINESS PARK SIGN	20,000.00			10,000.00				10,000.00
105	FOR ALMONTE AND PAK BUSINESS DISTRICTS	DIRECTIONAL SIGNS	8,000.00			8,000.00				0.00
106	FOR ALMONTE ST./HWY. 29	EVENT SIGN STAND	5,000.00			1,000.00				4,000.00
		<b>SUBTOTAL</b>	113,500.00	0.00	0.00	93,000.00	0.00	0.00	0.00	20,500.00
		<b>TOTAL COMM. ECONOMIC DEVELOPMENT</b>	137,750.00	0.00	0.00	102,250.00	0.00	0.00	6,000.00	25,500.00
		<b>TOTAL</b>	11,120,646.00	1,302,440.00	713,476.00	1,814,814.00	1,785,197.00	3,193,715.00	7,000.00	122,500.00

**HARDTOPPING PROJECTS  
2020 BUDGET**

	<b>BUDGET ITEM</b>	<b>TOTAL Cost</b>
	<u>HARDTOPPING PROJECTS</u>	
2-301-0301-0435	<b>Pavement Renewals - Five Arches Drive Pakenham</b>	122,100.00
2-301-0301-0436	<b>Surface Treatment Projects - Golden Line Road 760 m N of Almonte Road to March Road (City of Ottawa)</b>	185,400.00
	<b>Concession 11A Ramsay</b>	150,000.00
	<b>Concession 11 North Pakenham</b>	479,800.00
	<b>Subtotal</b>	<b>815,200.00</b>
2-301-0301-0441	<b>Microsurfacing Projects- Concession 4A Ramsay</b>	68,000.00
	<b>Concession 5A Ramsay</b>	167,500.00
	<b>Gale St. Almonte</b>	120,000.00
	<b>Main St. Almonte</b>	261,500.00
	<b>Subtotal</b>	<b>617,000.00</b>
	<b>TOTAL</b>	<b>1,554,300.00</b>

## 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

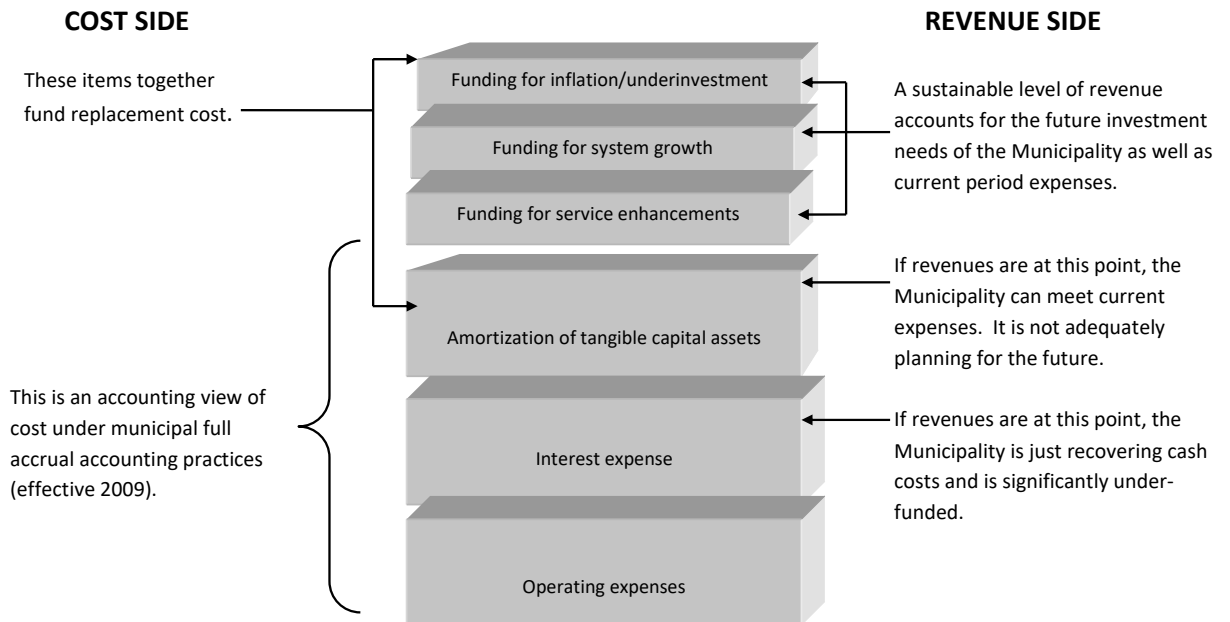
97 km of surface treated roads

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

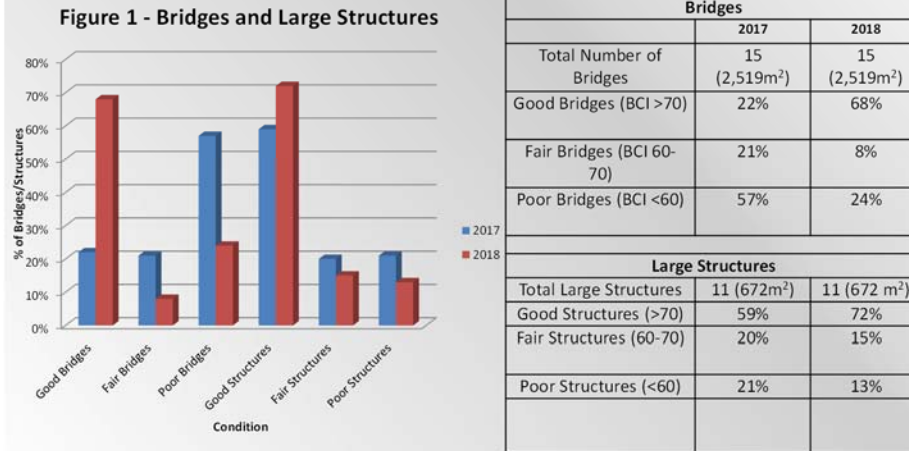


To be sustainable the Municipality must ensure that it is spending/investing appropriately on capital improvements and preparing and planning for future capital including growth related needs, technological improvements or changes required as a result of climate change along with all the operational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

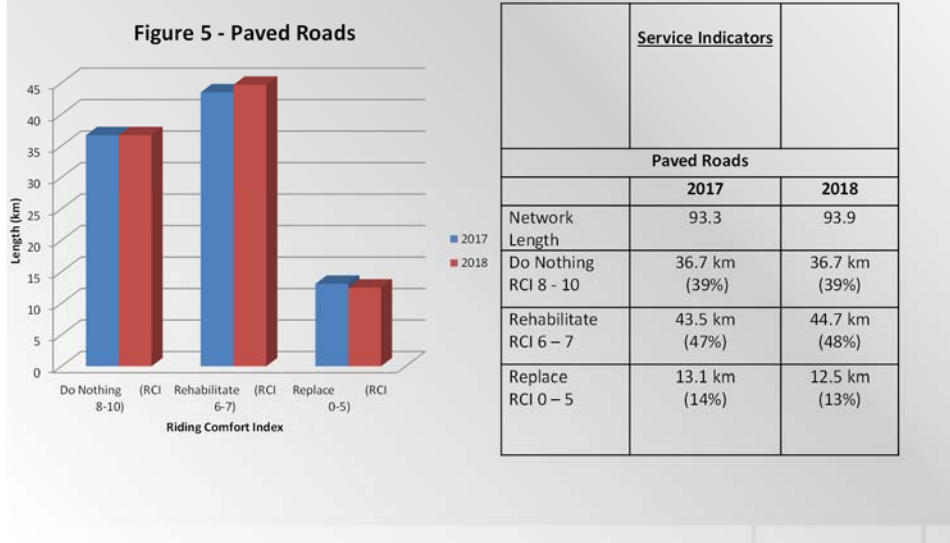
## ASSET MANAGEMENT PLAN RESULTS



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

<b>Bridges</b>	<b>2013</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Good	8%	17%	22%	68%
Fair	21%	20%	21%	8%
Poor	71%	63%	57%	24%
<b>Culverts</b>				
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:

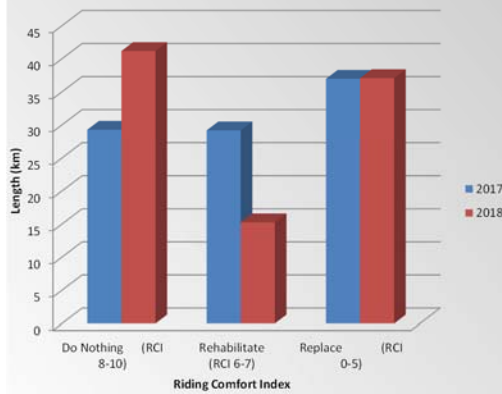
	2013	2016	2017	2018
Good	22%	35%	39%	39%
Fair	58%	51%	47%	48%
Poor	20%	14%	14%	13%

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.

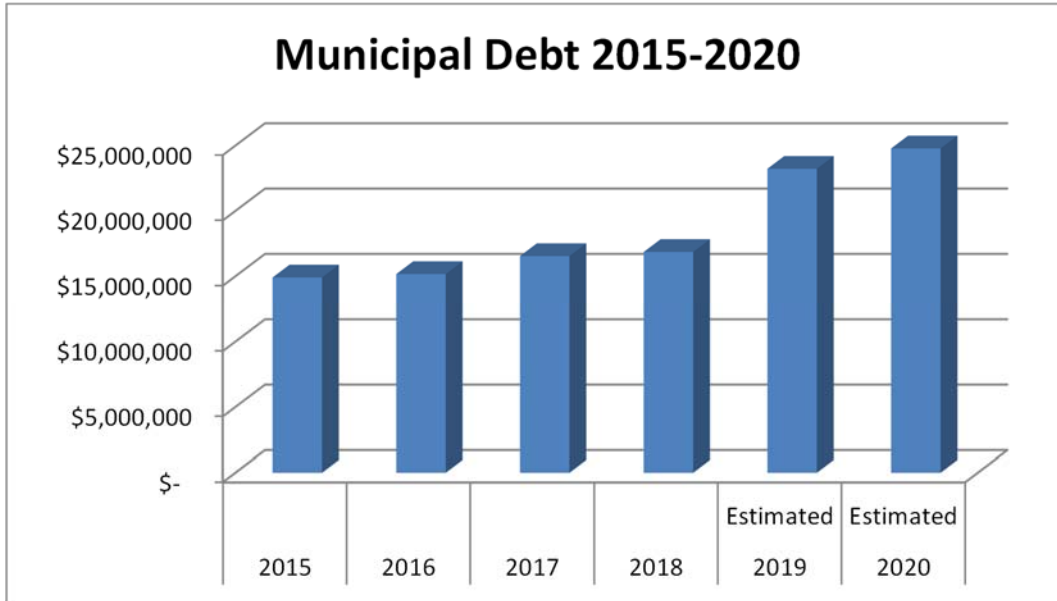
Which option is chosen depends on the funding source outlined in the long term financial plan and other planning documents, the availability of reserves, grants and other revenues or as approved by Council.

### **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	820,445.00		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						<b>Estimate only</b>	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						<b>Estimate only</b>	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						<b>Estimate only</b>	5,944.00	6,507.00	12,451.00	W&S
W&S Capital		574,647.00		554,279.00						<b>Estimate only</b>	20,368.00	21,965.00	42,333.00	W&S
Victoria St. W&S		2,016,840.00		1,949,630.00						<b>Estimate only</b>	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
<b>Total</b>	<b>16,834,699.19</b>	<b>23,226,237.00</b>	<b>2,930,000.00</b>	<b>24,781,313.00</b>							<b>1,374,924.00</b>	<b>829,319.00</b>	<b>2,204,243.00</b>	

	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
<b>Total</b>	<b>24,805,122.00</b>	<b>2,208,931.00</b>	

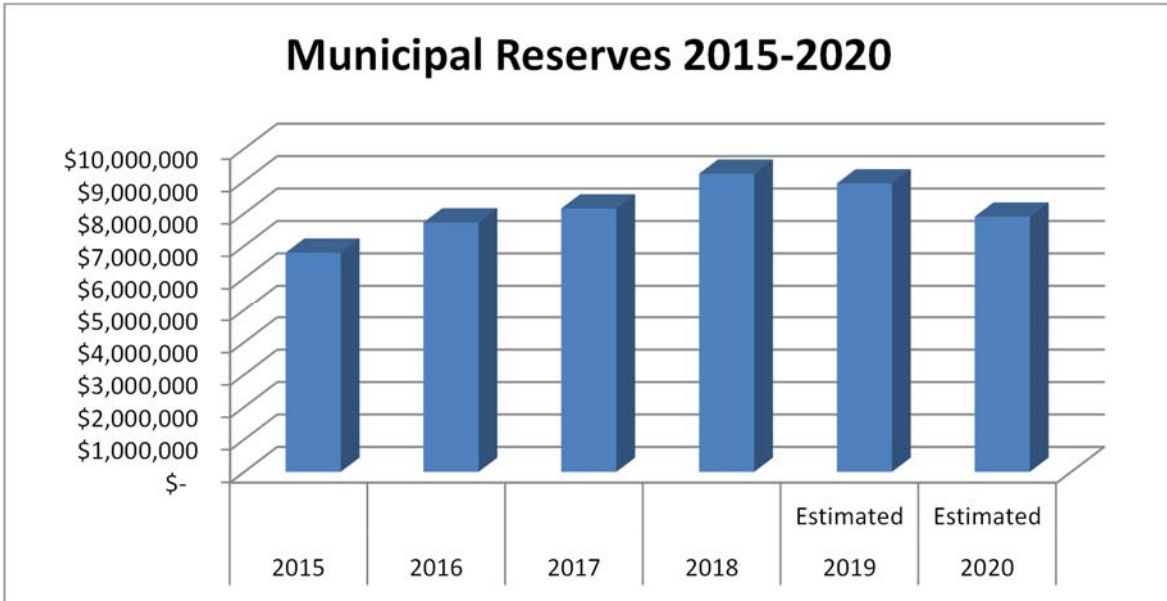
**RESERVES:**

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:

<b>Municipality of Mississippi Mills</b>						
<b>Internally financed projects from Reserves</b>						
<b>Included in 2020 budget:</b>						
						<b>Prjoected</b>
	<b>Original Amount</b>	<b># of years</b>	<b>1st year</b>	<b>last year</b>	<b>2020 Total</b>	<b>Bal at Dec 31/20</b>
<b>Fire Department:</b>						
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
<b>Building Department:</b>						
2017 Vehicle	30,000	5	2018	2022	6,000	12,000
	30,000		2,018	2,022	6,000	12,000
<b>Transportation:</b>						
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
<b>Parks &amp; Recreation:</b>						
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
<b>Total</b>	<b>1,205,092</b>				<b>180,554</b>	<b>641,352</b>
<b>Water and Sewer</b>						
						<b>Prjoected</b>
	<b>Original Amount</b>	<b># of years</b>	<b>1st year</b>	<b>last year</b>	<b>2019 Total</b>	<b>Bal at Dec 31/20</b>
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
<b>Total</b>	<b>2,721,172</b>				<b>332,162</b>	<b>1,495,924</b>

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

<b>Projects included in 2020 Budget for internal financing</b>						
<b>Tax Based:</b>	<b>Original Amount</b>	<b># of years</b>	<b>1st year</b>	<b>last year</b>	<b>2020 Total</b>	
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	
<b>Total</b>	<b>388,250</b>				<b>57,150</b>	
<b>Water and Sewer:</b>						
Sanitary Sewer Repairs	230,976	10	2021	2030	23,097	
WWTP Turbo Blower 3 Replacemen	120,000	10	2021	2030	12,000	
<b>Total</b>	<b>508,250</b>				<b>69,150</b>	

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
<b>Total Dec 31</b>	<b>1,100,000.00</b>	<b>4,952,155.01</b>	<b>3,176,690.84</b>	<b>9,228,845.85</b>	<b>1,061,703.00</b>	<b>(1,359,987.05)</b>	<b>8,930,561.80</b>	<b>814,192.00</b>	<b>(1,938,488.00)</b>	<b>7,806,265.80</b>
<b>Summary</b>										
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
			<b>7,806,265.80</b>							

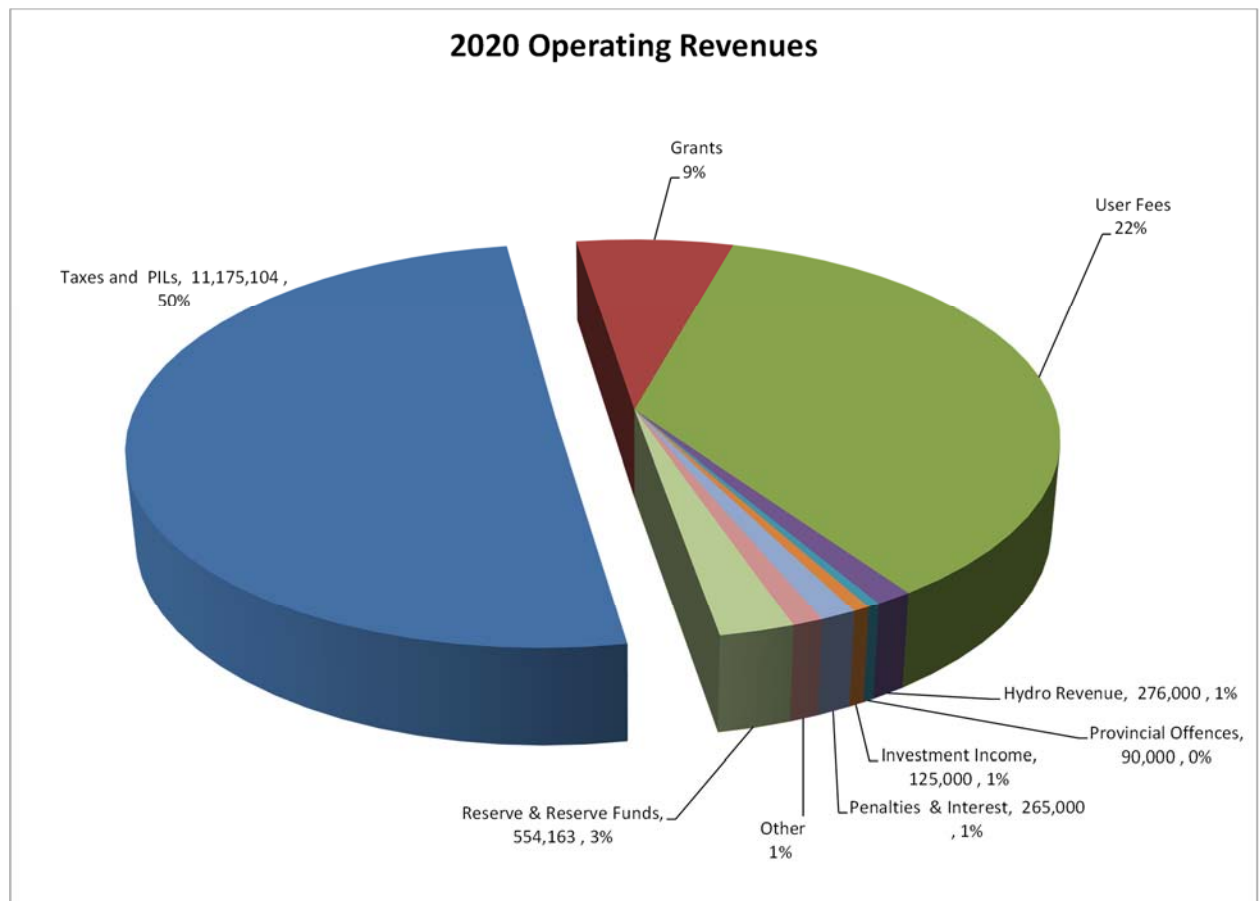
With an estimated capital reserve balance at the end of 2020 of \$1.46 million and a future replacement cost of all municipal infrastructure conservatively estimated at \$170 million, the Municipality is projected to have 0.9% of the cost of capital up front by the end of 2020. This means that when capital 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.



<b>REVENUES</b>										
<b>2020 Budget</b>										
Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual (To Sept 30/19)	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>Taxation</b>										
1	Taxes-Town	- 10,773,453.00	- 10,493,797.00	- 279,656.00	3%	- 10,340,757.21	- 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%	- 7,318,079.06	- 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%	- 3,996,972.33	- 4,091,880.70	- 4,122,533.82	- 4,205,115.11	- 4,103,294.99
	<b>Total</b>	<b>- 22,391,143.00</b>	<b>- 21,822,347.00</b>	<b>- 568,796.00</b>	<b>3%</b>	<b>- 21,655,808.60</b>	<b>- 21,287,726.01</b>	<b>- 20,554,968.23</b>	<b>- 19,620,606.30</b>	<b>- 18,611,237.79</b>
<b>Federal Grants</b>										
4	Federal Gas Tax Revenue	-	-	-	-	-	-	-	-	-
5	Federal Grants-Students	-	-	-	-	-	8,400.00	-	1,577.00	7,382.00
	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,400.00</b>	<b>-</b>	<b>1,577.00</b>	<b>7,382.00</b>
<b>Provincial Grants</b>										
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%	- 646,217.00	- 848,200.00	- 815,900.00	- 811,300.00	- 779,200.00
8	Prov Grant-Court Security	- 9,900.00	- 9,900.00	-	0%	- 650,005.63	- 26,198.79	- 20,277.60	- 13,258.52	- 9,035.00
9	Prov Grant-Livestock	- 4,000.00	- 4,000.00	-	0%	- 5,448.28	- 11,499.35	- 9,099.40	- 21,592.00	- 25,140.00
10	Prov Grant-Drainage Superintendent	- 750.00	- 750.00	-	0%	-	- 1,134.73	- 962.85	- 1,508.98	- 1,260.98
	<b>Total</b>	<b>- 952,250.00</b>	<b>- 912,938.00</b>	<b>- 39,312.00</b>	<b>-1%</b>	<b>- 1,348,338.70</b>	<b>- 933,700.66</b>	<b>- 892,907.64</b>	<b>- 923,300.51</b>	<b>- 861,303.77</b>
11	County Road Maintenance	- 27,780.00	- 26,700.00	- 1,080.00	4%	- 18,103.52	- 26,887.76	- 26,438.60	- 26,073.14	- 25,570.65
<b>Fees &amp; Service Charges</b>										
12	Administration Fees (Tax certificates, NSF fees)	- 13,500.00	- 13,150.00	- 350.00	3%	- 11,655.20	- 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%	- 6,586.03	- 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%	- 4,825.90	- 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%	- 124,011.01	- 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%	- 200.00	- 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
	<b>Total</b>	<b>- 144,288.00</b>	<b>- 147,660.00</b>	<b>3,372.00</b>	<b>-76%</b>	<b>- 160,987.22</b>	<b>- 153,091.61</b>	<b>- 139,343.11</b>	<b>- 202,693.37</b>	<b>- 260,170.06</b>

Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>Payments in Lieu of taxes</b>										
19	PIL-Town	- 194,220.00	- 194,220.00	-	0%	- 182,443.17	- 192,078.10	- 199,088.32	- 195,260.96	- 194,790.30
20	PIL-County	- 69,830.00	- 69,830.00	-	0%	- 63,800.49	- 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
	<b>Total</b>	<b>- 265,975.00</b>	<b>- 265,975.00</b>	<b>-</b>	<b>0%</b>	<b>- 248,229.38</b>	<b>- 263,410.61</b>	<b>- 271,706.35</b>	<b>- 262,387.61</b>	<b>- 262,830.05</b>
<b>Other Revenue</b>										
22	Trade Licence	- 7,000.00	- 7,000.00	-	0%	- 7,100.00	- 6,963.00	- 7,350.00	- 8,325.00	- 3,200.00
23	Dog Tags	- 7,500.00	- 7,500.00	-	0%	- 6,610.00	- 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%	- 13,932.54	- 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%	- 49,129.40	- 74,776.93	- 48,783.21	- 56,345.04	- 30,140.41
26	Fines-Parking	- 8,500.00	- 8,500.00	-	0%	- 6,348.80	- 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			-		- 4,500.00	- 6,827.00	- 30,060.00		- 6,912.50
29	Provincial Offences Revenue	- 90,000.00	- 90,000.00	-	0%	- 45,754.02	- 122,643.18	- 84,539.88	- 54,285.82	- 144,251.25
30	Ticket Surcharge-AOTH		-	-	#DIV/0!	- 5,645.06	- 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%	- 54,916.85	- 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%	- 97,932.83	- 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%	- 141,605.74	- 82,618.80	- 55,997.22	- 61,225.22	- 63,891.75
35	Sale of Land			-		- 95,000.00	- 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%	- 47,734.71	- 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%		- 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%		- 89,800.00	- 89,800.00	- 89,800.00	- 219,300.00
	<b>Total</b>	<b>- 866,538.00</b>	<b>- 893,244.00</b>	<b>26,706.00</b>	<b>-3%</b>	<b>- 612,607.29</b>	<b>- 1,967,085.58</b>	<b>- 1,377,941.37</b>	<b>- 1,095,422.86</b>	<b>- 1,070,958.31</b>
	<b>Total Revenue</b>	<b>- 24,647,974.00</b>	<b>- 24,068,864.00</b>	<b>- 579,110.00</b>	<b>2%</b>	<b>- 24,044,074.71</b>	<b>- 24,640,302.23</b>	<b>- 23,263,305.30</b>	<b>- 22,132,060.79</b>	<b>- 21,099,452.63</b>

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	
<b>Expenditures:</b>						
Remuneration, Salaries & Bene	6,831,449	7,105,631	657,676	7,763,307	9.26%	Includes F/T Deputy Fire Chief, Bylaw staffing reallocations and Daycare Expansion to School
Travel & Training	118,766	203,275	6,725	210,000	3.31%	
Materials & Contracts	6,203,019	6,364,738	320,119	6,684,857	5.03%	Estimated 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%	Estimate only
Election	43,728	-	-	-	0.00%	
Grant in Lieu of Taxes	78,746	80,200		80,200		
Cost Sharing	122,237	134,731	2,507	137,238	1.86%	Estimate only
<b>Subtotal</b>	<b>15,830,620</b>	<b>16,192,897</b>	<b>1,049,693</b>	<b>17,242,590</b>	<b>6.48%</b>	
Transfers to Reserves	2,884,433	761,016	69,591	830,607	9.14%	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	(93,026)	2,177,504	-4.10%	Refer to capital budget for details
<b>Subtotal</b>	<b>6,538,828</b>	<b>4,979,406</b>	<b>237,636</b>	<b>5,217,042</b>	<b>4.77%</b>	
<b>Total Expenditures</b>	<b>22,369,448</b>	<b>21,172,303</b>	<b>1,287,329</b>	<b>22,459,632</b>	<b>6.08%</b>	
<b>Revenues</b>						
Supplementary Taxes & PILS	304,151	529,594	25,697	555,291	4.85%	
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, perm	1,264,997	236,750	(8,606)	228,144	-3.64%	
Transfer from Reserves	383,322	104,624	41,861	146,485	40.01%	
Transfer from DCs	378,347	397,262	(3,323)	393,939	-0.84%	
<b>Total Revenues</b>	<b>12,458,796</b>	<b>11,013,882</b>	<b>656,857</b>	<b>11,670,739</b>	<b>5.96%</b>	
<b>Net Levy</b>	<b>9,910,652</b>	<b>10,158,421</b>	<b>630,472</b>	<b>10,788,893</b>	<b>6.21%</b>	

**MUNICIPALITY OF MISSISSIPPI MILLS**  
**2020 Operating & Net Capital Budget Summary**

Line #	DESCRIPTION	2020	2019	\$	%	2019	2018	2017	2016	2015
		Budget	Budget	Change	Change	Actual	Actual	Actual	Actual	Actual
(To Sept 30/19)										
<b>TAX FUNDED SUMMARY:</b>										
1	GENERAL REVENUE	- 24,647,974.00	- 24,068,864.00	- 579,110.00	2.41%	- 24,044,074.71	- 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%	134,745.30	272,776.89	251,264.54	238,030.56	247,700.14
3	ADMINISTRATION	1,364,490.00	1,349,667.00	14,823.00	1.10%	989,076.72	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%	298,321.59	446,862.98	428,637.27	435,520.55	432,807.40
5	FIRE DEPARTMENT	1,069,258.00	870,151.00	199,107.00	22.88%	479,257.65	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%	1,100,044.45	1,873,949.77	1,844,527.47	1,801,736.11	1,557,850.28
7	BUILDING DEPARTMENT (SEE NOTE BELOW)	-	-	-	0.00%	- 157,611.28	-	-	-	-
8	PROTECTION	335,681.00	278,611.00	57,070.00	17.07%	212,017.78	276,163.10	260,764.73	208,812.32	141,879.53
9	TRANSPORTATION	4,905,841.00	4,955,376.00	- 49,535.00	-1.00%	2,811,873.33	4,840,892.64	4,464,051.99	4,065,012.11	3,994,505.53
10	WASTE MANAGEMENT (SEE NOTE BELOW)	-	-	-	1.74%	- 619,486.56	-	-	-	-
11	SEPTAGE (SEE NOTE BELOW)	-	-	-	200.00%	- 43,553.49	-	-	-	-
12	DAYCARE SUMMARY	74,421.00	60,757.00	13,664.00	22.49%	5,817.78	30,000.00	61,881.54	37,490.44	- 39,100.77
13	RECREATION SUMMARY	1,533,356.00	1,294,650.00	238,706.00	18.44%	880,385.31	1,283,005.52	1,445,163.70	1,217,804.61	1,120,976.71
14	LIBRARY SUMMARY	657,622.00	627,102.00	30,520.00	4.87%	443,326.50	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%	11,633.09	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%	178,870.98	318,805.13	351,034.76	321,922.06	352,309.26
18	CEDC	304,108.00	293,827.00	10,281.00	3.50%	178,983.99	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%	10,702.18	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%	6,673,204.49	11,336,331.36	11,188,461.84	10,917,002.49	10,513,647.00
21	WATER & SEWER (SEE NOTE BELOW)	-	-	-	-	- 604,603.28	- 604,603.28	-	-	-
22	SHORTFALL	<b>376,511.00</b>	<b>-</b>	<b>376,511.00</b>	<b>0%</b>	<b>- 11,028,958.18</b>	<b>- 604,603.28</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>DESCRIPTION</b>										
<b>USER FEE FUNDED SUMMARIES:</b>										
23	BUILDING DEPT. REVENUE	- 469,900.00	- 446,030.00	- 23,870.00	5%	- 435,509.15	- 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%	277,897.87	615,197.65	595,632.94	424,548.89	359,694.18
	NET	-	-	-	0%	- 157,611.28	-	-	-	-
25	WASTE MANAGEMENT REVENUE	- 1,683,160.00	- 1,654,380.00	- 28,780.00	2%	- 1,622,679.54	- 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%	1,003,192.98	1,702,535.90	1,655,834.73	1,599,090.50	1,631,707.17
	NET	-	-	-	0%	- 619,486.56	-	-	0.20	-
27	SEPTAGE REVENUE	- 50,000.00	- 27,000.00	- 23,000.00	85%	- 43,553.49	- 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%	-	97,209.82	64,030.87	50,251.43	34,919.80
	NET	-	-	-	0%	- 43,553.49	-	-	-	-
29	WATER AND SEWER REVENUE	- 3,757,388.00	- 3,543,282.00	- 214,106.00	6%	- 2,371,591.31	- 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%	1,766,988.03	3,895,261.57	3,514,277.93	3,387,415.50	3,088,168.94
	NET	-	-	-	0%	- 604,603.28	-	-	-	-

## **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. Below is a listing of items that were not included in the original long term financial plan.**

### **Significant additions since 2013 to budgets (not included in the LTFP):**

- ▶ LED Streetlight Project funded from reserves-\$283,000
- ▶ Staffing-Deputy Clerk, Facility Manager, Fire Inspection Officer, Fire Admin. Assistant
- ▶ Loss of OMPF funding in 2016 of \$156,800
- ▶ Contract increases higher than inflation. In 2015 the OPP contract increased by \$233,812
- ▶ Bridge/Road work that is significantly higher than the original forecast resulting in increased debt for bridges and therefore increased debt repayments.
- ▶ The Gemmill Park project and the associated debt repayments and operating costs (water useage, hydro)
- ▶ Higher than expected costs on the Pakenham Library project
- ▶ Requirements of asset management, new fire regulations and other legislation
- ▶ Active transportation projects
- ▶ Studies, plans and other capital needs not planned for in the original LTFP
- ▶ Winter Control increases higher than expected due to material costs and the number/type of winter events
- ▶ Wild parsnip spraying

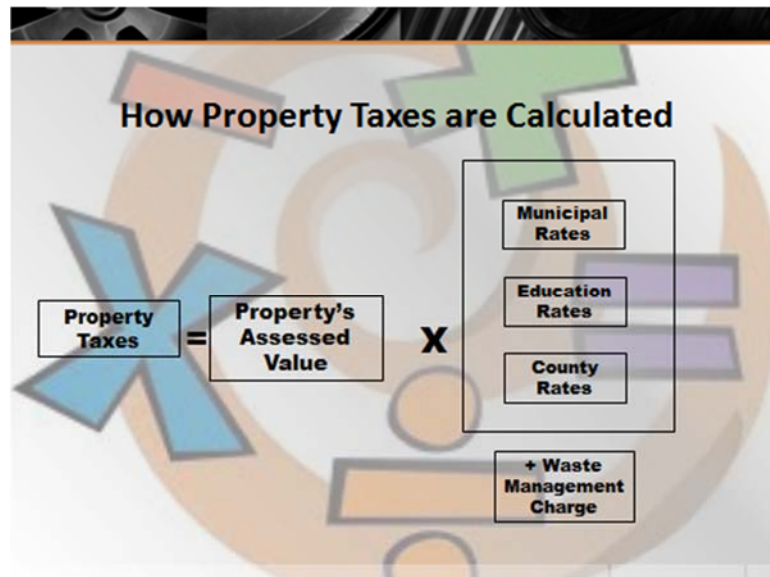
Water and Sewer also has a rate study that provides Council with plan for capital replacement along with required operational needs. Included in the plan is the estimated rate increases required to support the annual budget. Refer to the Water and Sewer section of this document for information on proposed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



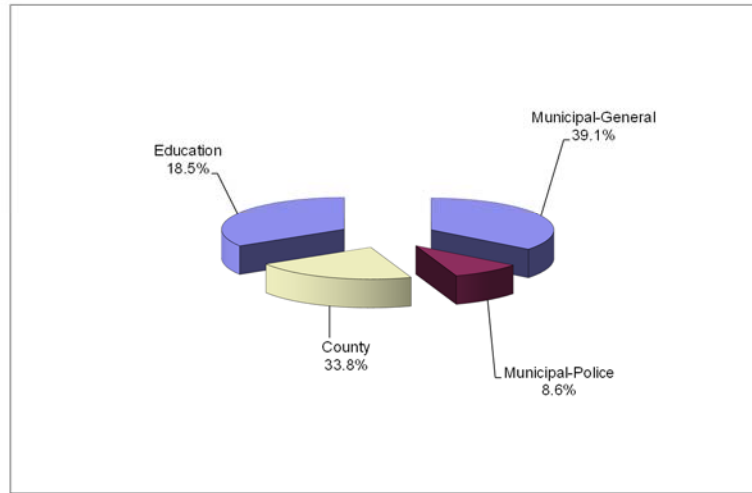
## TAXATION

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%
<b>Total Taxable Assessment</b>		<b>651,581,200</b>	<b>1,054,432,918</b>	<b>365,718,700</b>	<b>2,071,732,818</b>	<b>1,955,616,166</b>	<b>116,116,652</b>	<b>5.94%</b>
<b>Payments in lieu</b>		<b>1,846,300</b>	<b>7,950,100</b>	<b>1,861,000</b>	<b>11,657,400</b>	<b>11,434,425</b>	<b>222,975</b>	<b>1.95%</b>
<b>Exempt</b>		<b>55,494,200</b>	<b>21,467,100</b>	<b>10,591,900</b>	<b>87,553,200</b>	<b>84,573,297</b>	<b>2,979,903</b>	<b>3.52%</b>
<b>Total Assessment</b>		<b>708,921,700</b>	<b>1,083,850,118</b>	<b>378,171,600</b>	<b>2,170,943,418</b>	<b>2,051,623,888</b>	<b>119,319,530</b>	<b>5.82%</b>

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 draft budget is not yet balanced but **does include 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 as well as a 3.5% tax revenue increase and 6.21% which is the amount required to balance the draft budget.

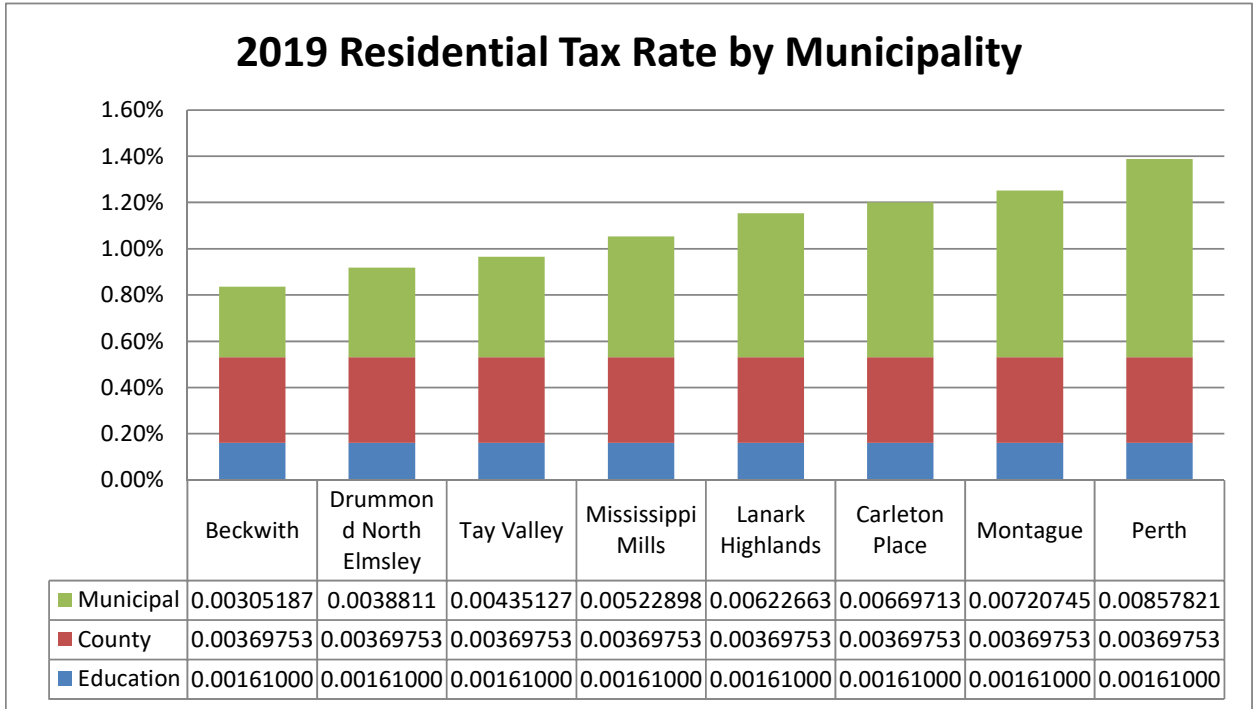
**2020 ESTIMATED OVERALL RESIDENTIAL TAX  
CALCULATION ON AVG. ASSESSMENT AND TAX  
REVENUE INCREASE 2.5%**

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

**2020 ESTIMATED OVERALL RESIDENTIAL TAX  
CALCULATION ON AVG. ASSESSMENT AND TAX  
REVENUE INCREASE 6.21%**

Year	Municipal	Police	Total
2019 (avg. assess=\$345K)	\$1,478.06	\$325.95	\$1,804.01
<b>2019 Tax Rate</b>	<b>.00428421</b>	<b>.00094477</b>	<b>.00522898</b>
2020 (avg. assess=\$364K)	\$1,574.89	\$333.45	\$1,908.34
<b>2020 projected tax rate</b>	<b>.00432662</b>	<b>.00091603</b>	<b>.00524265</b>
<b>\$ annual change</b>	<b>\$96.83</b>	<b>\$7.50</b>	<b>\$104.33</b>
<b>\$ monthly change</b>	<b>\$8.07</b>	<b>\$.63</b>	<b>\$8.70</b>
<b>% change</b>	<b>6.55%</b>	<b>2.3%</b>	<b>5.78%</b>

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%
<b>Mississippi Mills</b>	<b>.522898%</b>
Lanark Highlands	.622663%
Carleton Place	.669713%
Montague	.720745%
Perth	.857821%

To balance a 6.21% tax revenue increase would be required making the 2020 estimated tax rate .524265% which is still lower than Lanark Highlands, Carleton Place, Montague and Perth's 2019 rates.

The municipality was also advised that growth is approximately 3.02%. The municipality could use the additional tax revenue from growth to address the current funding shortfall.

<b>Analysis of 2020 Growth estimate vs. 2020 draft budget:</b>			
2020 estimated tax revenue due to growth	340,232.00	MPAC growth information	
2020 Draft Budget Supplemental Estimate	135,000.00		
Projected tax revenue Increase due to growth	205,232.00	2.02% levy increase attributed to new assessment	
2.5% tax revenue increase in 2020 budget	253,961.00		
2020 tax revenue increase not attributed to growth	48,729.00	.48% levy increase attributed to existing tax assessment	
<b>Analysis of Possible Additional Tax Revenue if 2.5% increase was after growth:</b>			
2.5% tax revenue increase without growth	253,961.00		
Taxation from Growth (above)	340,232.00		
Total possible tax revenue increase for 2020	594,193.00		
Supplemental Estimate included in draft budget	(135,000.00)		
Tax Revenue increase included in draft budget	(253,961.00)		
<b>Total possible increase to tax revenue in draft budget</b>	<b>205,232.00</b>	The budget could be increased by the additional revenue due to growth	

Not all of the expenditures of the Municipality are paid from taxation. On each of the departmental summaries throughout the budget document details of offsetting revenues are listed to arrive at the net amount to be paid out of taxation.

This chart illustrates the tax breakdown per the current draft of the budget:

<b>Municipality of Mississippi Mills</b>			
<b>2020 Tax Revenue Change</b>			
Increase in Capital Expenditures	\$ 237,636	2.34%	
Increase for Operating Expenditures	\$ 1,049,693	10.34%	
Increase for Change in General Revenue	\$ (656,857)	-6.47%	
Net tax revenue Increase	\$ 630,472	6.21%	Tax revenue increase required to balance
Net tax revenue Target	\$ 253,961	2.50%	
Additional tax requirement over 2.5%	\$ 376,511	3.71%	
<b>1% tax revenue increase equals \$101,584</b>			

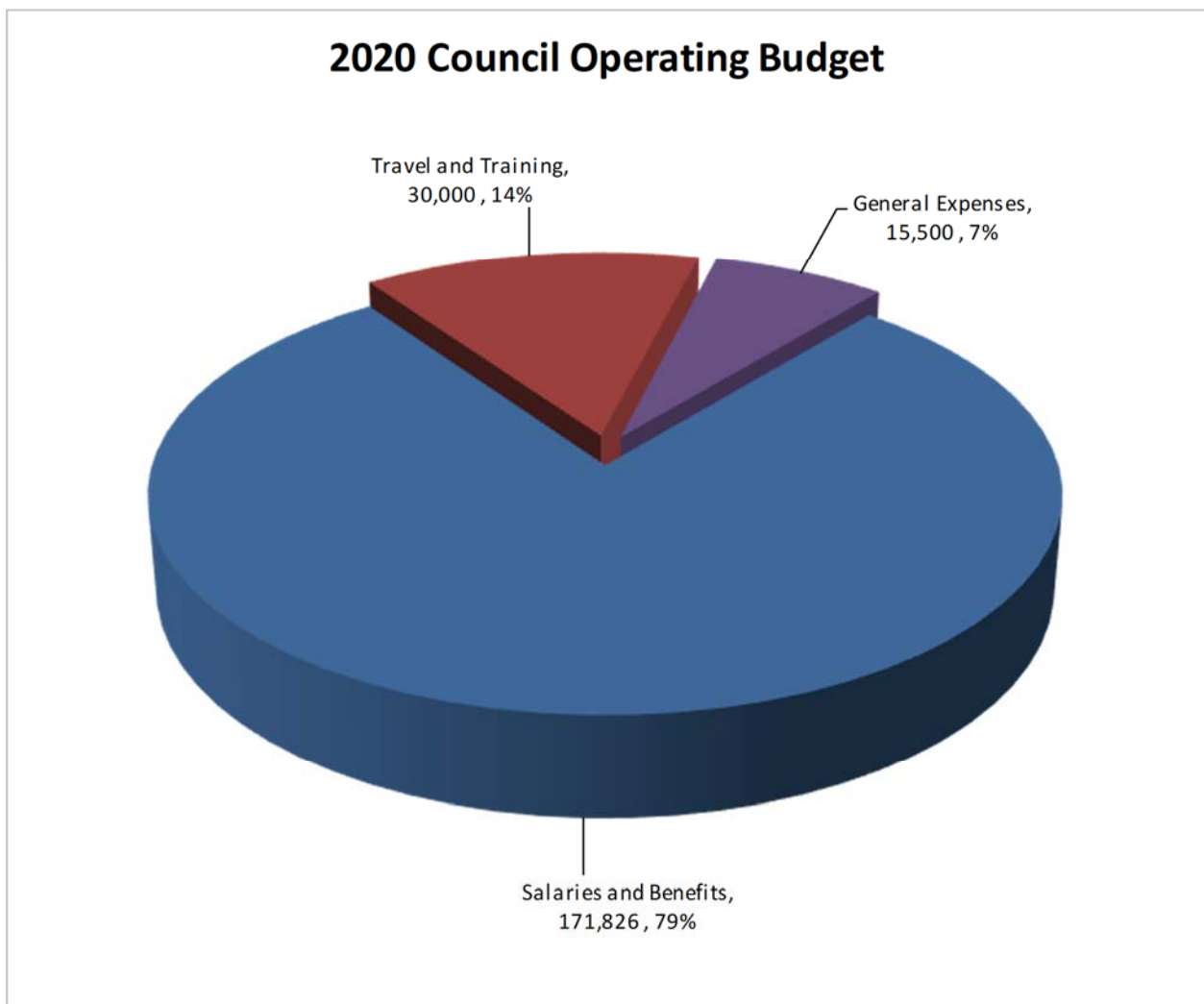
<b>Municipality of Mississippi Mills</b>					
<b>2020 Tax Requirement by Department</b>					
		2019	% of total	2020	% of total
Council		252,450	2.5%	216,786	2.0%
Administration and Admin. Buildings		1,709,093	16.8%	1,761,411	16.3%
Protective Services		2,940,244	28.9%	3,248,312	30.1%
Roads and Public Works		4,863,676	47.9%	4,815,931	44.6%
Waste Management		-	0.0%	-	0.0%
Rec & Curling		1,294,650	12.7%	1,533,356	14.2%
Planning & Building		212,257	2.1%	319,755	3.0%
C&EDC		278,603	2.7%	289,984	2.7%
Daycare		60,757	0.6%	74,421	0.7%
Library		627,102	6.2%	657,622	6.1%
Agriculture		5,250	0.1%	2,250	0.0%
Septage		-	0.0%	-	0.0%
County and Schools		-	0.0%	-	0.0%
Water & Sewer		-	0.0%	-	0.0%
Net Tax Requirement before General Revenues		12,244,082	120.5%	12,919,828	119.8%
Less General Revenues		2,085,661	20.5%	2,130,935	19.8%
Net Tax Requirement		10,158,421	100.0%	10,788,893	100.0%



## 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.



# 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
<b>Expenditures:</b>					
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
<b>Total Expenditures</b>	<b>272,777</b>	<b>227,450</b>	<b>(10,664)</b>	<b>216,786</b>	<b>-4.69%</b>
<b>Revenues</b>					
Grants					
User Fees					
Other Fees & Charges					
Transfer from Reserves					
Transfer from DCs					
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Net Levy</b>	<b>272,777</b>	<b>227,450</b>	<b>(10,664)</b>	<b>216,786</b>	<b>-4.69%</b>

<b>COUNCIL</b>										
<b>2020 Budget</b>										
		<b>2020</b>	<b>2019</b>	<b>\$</b>	<b>%</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
<b>Line #</b>	<b>Description</b>	<b>Budget</b>	<b>Budget</b>	<b>Change</b>	<b>Change</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
						(To Sept 30/19)				
1	Remuneration & Benefits	171,286.00	167,650.00	3,636.00	2%	118,319.78	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%	4,172.51	6,714.24	4,923.38	4,652.62	5,980.13
3	Telephone	2,500.00	5,400.00	- 2,900.00	-54%	1,112.87	6,452.97	2,113.00	2,835.66	4,729.12
4	Travelling Expense	4,500.00	4,500.00	-	0%	2,187.12	4,914.66	6,543.11	5,863.19	3,809.94
5	Association & Convention	21,000.00	21,000.00	-	0%	4,627.13	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%		5,719.07	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	
	<b>Total Expenditures</b>	<b>216,786.00</b>	<b>227,450.00</b>	<b>- 10,664.00</b>	<b>-4.69%</b>	<b>134,745.30</b>	<b>272,776.89</b>	<b>251,264.54</b>	<b>238,030.56</b>	<b>247,700.14</b>

**COUNCIL BUDGET  
2020**

<b>REMUNERATION AND BENEFITS</b>		\$171,286.00
FOR MAYOR, DEPUTY MAYOR AND 5 COUNCILLORS		
<b>OTHER M &amp; S</b>		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>	
<b>TELEPHONE</b>		\$2,500.00
MAYOR AND DEPUTY MAYOR'S CELL PHONES AND MONTHLY DATA PLANS FOR TABLETS		
<b>TRAVELLING EXPENSES</b>		\$4,500.00
TRAVELLING EXPENSES FOR CONFERENCES AND MEETING ATTENDANCE I.E. MILEAGE, TRAIN FARE ETC.		
<b>ASSOCIATION &amp; CONVENTION</b>		\$21,000.00
MEAL ALLOWANCE , HOTEL ACCOMMODATION AND REGISTRATIONS (\$3,000 PER COUNCIL MEMBER)		
<b>MEMBERSHIPS</b>		\$4,500.00
ANNUAL MEMBERSHIP FOR THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO		
<b>RECEPTIONS</b>		\$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

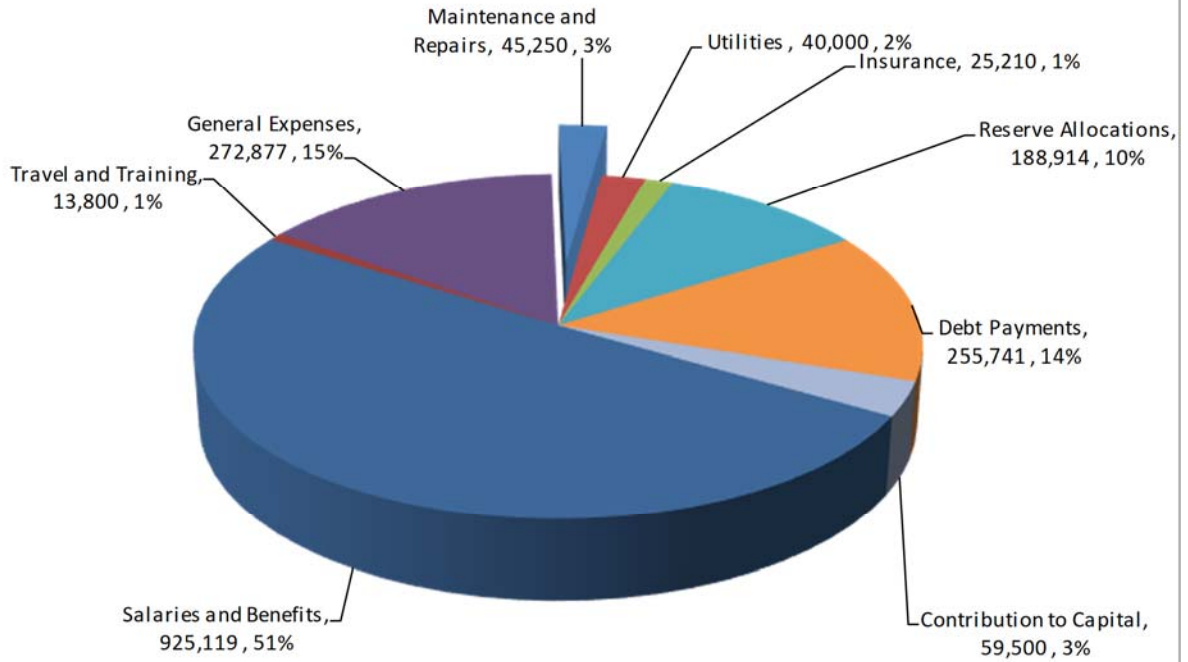
The **Administration** Department provide corporate, information and administrative services that support other departments in the on-going operations of the Municipality. The Administration Department consists of the office of the Chief Administrative Officer (CAO), the office of the Clerk and Finance 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	
<b>Expenditures:</b>						
Remuneration, Salaries & Benefits	1,007,965	825,165	76,274	901,439	9.24%	Includes P/T Communications Officer, 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 in 2020
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	-	188,914	0.00%	
Debt Repayments	-	-	-	-		
Capital Expenditures	28,138	30,000	(30,000)	-	-100.00%	See capital budget
<b>Total Expenditures</b>	<b>2,121,177</b>	<b>1,349,667</b>	<b>14,823</b>	<b>1,364,490</b>	<b>1.10%</b>	
<b>Revenues</b>						
Grants						
User Fees	1,600	-	-	-	0.00%	
Other Fees & Charges						
Transfer from Reserves		-	-	-		
Transfer from DCs						
<b>Total Revenues</b>	<b>1,600</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	
<b>Net Levy</b>	<b>2,119,577</b>	<b>1,349,667</b>	<b>14,823</b>	<b>1,364,490</b>	<b>1.10%</b>	

<b>GENERAL ADMINISTRATION</b>										
<b>2020 Budget</b>										
Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual (To Sept 30/19)	2018 Actual	2017 Actual	2016 Actual	2015 Actual
1	Salaries, Wages and Benefits	901,439.00	825,165.00	76,274.00	9%	711,080.81	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%	13,326.77	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%	6,769.29	9,431.96	17,587.79	11,330.37	9,826.99
7	Postage & Courier Services	20,000.00	20,000.00	-	0%	21,523.17	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%	12,135.59	12,286.46	8,310.24	8,658.42	9,968.75
10	Legal Fees	15,000.00	15,000.00	-	0%	38,694.59	45,980.80	48,470.93	28,329.48	11,177.82
11	Audit Fees	25,500.00	25,000.00	500.00	2%	17,583.03	24,320.63	22,997.75	22,895.99	22,870.55
12	Other Professional Fees	45,500.00	45,500.00	-	0%	28,213.91	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%	36,209.88	63,481.94	45,911.81	53,602.59	63,716.82
14	Advertising	45,000.00	40,000.00	5,000.00	13%	29,290.10	42,477.52	28,078.76	29,650.71	17,085.59
15	Travelling Expense	3,000.00	3,000.00	-	0%	1,507.76	2,327.18	3,095.44	3,604.67	3,100.69
16	Alarm Monitoring	2,100.00	2,020.00	80.00	4%	1,053.18	2,042.78	1,046.24	1,343.28	1,526.40
17	Equipment Rentals, Other	16,000.00	16,000.00	-	0%	10,353.18	15,549.26	16,000.99	15,674.40	14,673.06
18	Memberships	2,800.00	2,500.00	300.00	12%	2,690.16	2,708.23	2,518.66	2,255.10	1,668.86
19	Association & Convention	3,000.00	3,000.00	-	0%	1,750.27	811.16	1,274.91	1,142.80	2,993.26
20	Seminars	5,000.00	3,000.00	2,000.00	67%	3,217.15	1,530.37	2,319.78	4,048.90	4,201.74
21	Insurance	5,560.00	5,295.00	265.00	0%	5,292.00	7,275.23	3,228.46	1,363.92	105,504.04
22	Election		-	-	0%		43,728.29			
23	Riverwalk	-	20,000.00	- 20,000.00			13,139.85			
24	Bank Charges	9,177.00	8,273.00	904.00	11%	5,330.34	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%		- 50,000.00	- 45,000.00	- 35,000.00	- 33,000.00
26	Capital Expenditure	-	30,000.00	- 30,000.00	0%		28,137.98	2,804.66	1,392.13	19,034.83
27	To Reserves	188,914.00	188,914.00	-	0%		700,477.99	353,350.56	255,644.54	226,098.14
	<b>Total Expenditures</b>	<b>1,364,490.00</b>	<b>1,349,667.00</b>	<b>14,823.00</b>	<b>1%</b>	<b>989,076.72</b>	<b>2,121,177.90</b>	<b>1,366,187.27</b>	<b>1,184,710.86</b>	<b>1,237,274.06</b>



**ADMINISTRATION BUDGET  
2020**

**REMUNERATION, SALARIES, AND BENEFITS** \$901,439.00

CAO, CLERK, DEPUTY CLERK, COMMUNICATIONS OFFICER, 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

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 SUPPORT, WIRELESS INTERNET, SUPPORT FOR FINANCIAL SYSTEM AND FROM COUNTY OF LANARK, BILLING 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
CLERK 100%	\$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

<b>SEMINARS</b>	\$5,000.00
TRAINING FOR STAFF (WHIMIS, FIRST AID, ETC.), PROFESSIONAL DEVELOPMENT	
<b>RIVERWALK</b>	\$ .00
MATCHING FUNDS FOR RIVERWALK DONATIONS	
<b>BANK CHARGES</b>	\$9,177.00
ACTIVITY FEES, INTERAC, ELECTRONIC FUNDS TRANSFERS, ETC.	
<b>ADMIN. COSTS ALLOCATED TO BUILDING</b>	(\$60,000.00)
ALLOCATION OF GENERAL ADMIN. COSTS TO BUILDING DEPT. PER BILL 124 (SEE BUILDING DEPT BUDGET)	
<b>CAPITAL EXPENDITURES</b>	\$ .00
<b>TRANSFER TO RESERVES</b>	\$188,914.00

# Municipality of Mississippi Mills 2020 Budget Summary

## Administration Buildings

	A	B	C	D=B + C	E= C/B	
		2019	2020	2020	% 2020	
		Approved	Program	Requested	Requested/	
	2018 Actual	Budget	Change	Budget	2019 Budget	
<b>Expenditures:</b>						
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
<b>Total Expenditures</b>	<b>446,864</b>	<b>461,929</b>	<b>(8)</b>	<b>461,921</b>	<b>0.00%</b>	
<b>Revenues</b>						
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						
<b>Total Revenues</b>	<b>80,250</b>	<b>62,500</b>	<b>2,500</b>	<b>65,000</b>	<b>4.00%</b>	
<b>Net Levy</b>	<b>366,614</b>	<b>399,429</b>	<b>(2,508)</b>	<b>396,921</b>	<b>-0.63%</b>	

<b>ADMINISTRATION BUILDINGS</b>										
<b>2020 Budget</b>										
Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual (To Sept 30/19)	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>Municipal Office</b>										
1	Salaries, Wages & Benefits	14,680.00	14,680.00	-	0%	9,811.03	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%	7,940.70	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%	755.43	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%	15,169.67	29,048.62	19,400.24	22,436.71	21,612.72
7	Long Term Debt Payments	58,013.00	58,013.00	-	0%	42,903.11	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		
	<b>Total</b>	<b>138,633.00</b>	<b>126,158.00</b>	<b>12,475.00</b>	<b>10%</b>	<b>88,309.56</b>	<b>129,376.33</b>	<b>146,484.15</b>	<b>134,874.34</b>	<b>132,182.83</b>
<b>Registry Office</b>										
10	Utilities	3,000.00	3,100.00	- 100.00	-3%	1,812.18	2,661.87	2,553.58	2,405.59	2,229.65
11	Rentals & Maintenance	1,500.00	1,000.00	500.00	0%	5,100.72	1,700.85	1,104.37	302.33	278.60
12	Capital Expenditure	-	-	-	0%		10,633.91			
13	To Reserves				0%			-	-	-
	<b>Total</b>	<b>4,500.00</b>	<b>4,100.00</b>	<b>400.00</b>	<b>10%</b>	<b>6,912.90</b>	<b>14,996.63</b>	<b>3,657.95</b>	<b>2,707.92</b>	<b>2,508.25</b>
<b>Almonte Old Town Hall</b>										
14	Labour	9,000.00	8,500.00	500.00	6%	5,609.96	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%	463.45	550.20	350.03	2,759.42	2,480.55
16	Utilities	21,000.00	22,000.00	- 1,000.00	-5%	14,700.80	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%	169.11	1,319.92	3,556.44	2,100.97	606.72
18	Telephone	1,200.00	1,200.00	-	0%	485.90	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%	12,923.02	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%	14,066.70	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%	147,434.94	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%		-		1,526.40	885.06
24	To Reserves				0%		33,433.55	9,016.12	2,190.13	18,000.00
	<b>Total</b>	<b>318,788.00</b>	<b>331,671.00</b>	<b>- 12,883.00</b>	<b>-4%</b>	<b>203,099.13</b>	<b>302,490.02</b>	<b>278,495.17</b>	<b>297,938.29</b>	<b>298,116.32</b>
	<b>Total Expenditures</b>	<b>461,921.00</b>	<b>461,929.00</b>	<b>- 8.00</b>	<b>0%</b>	<b>298,321.59</b>	<b>446,862.98</b>	<b>428,637.27</b>	<b>435,520.55</b>	<b>432,807.40</b>

**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**

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

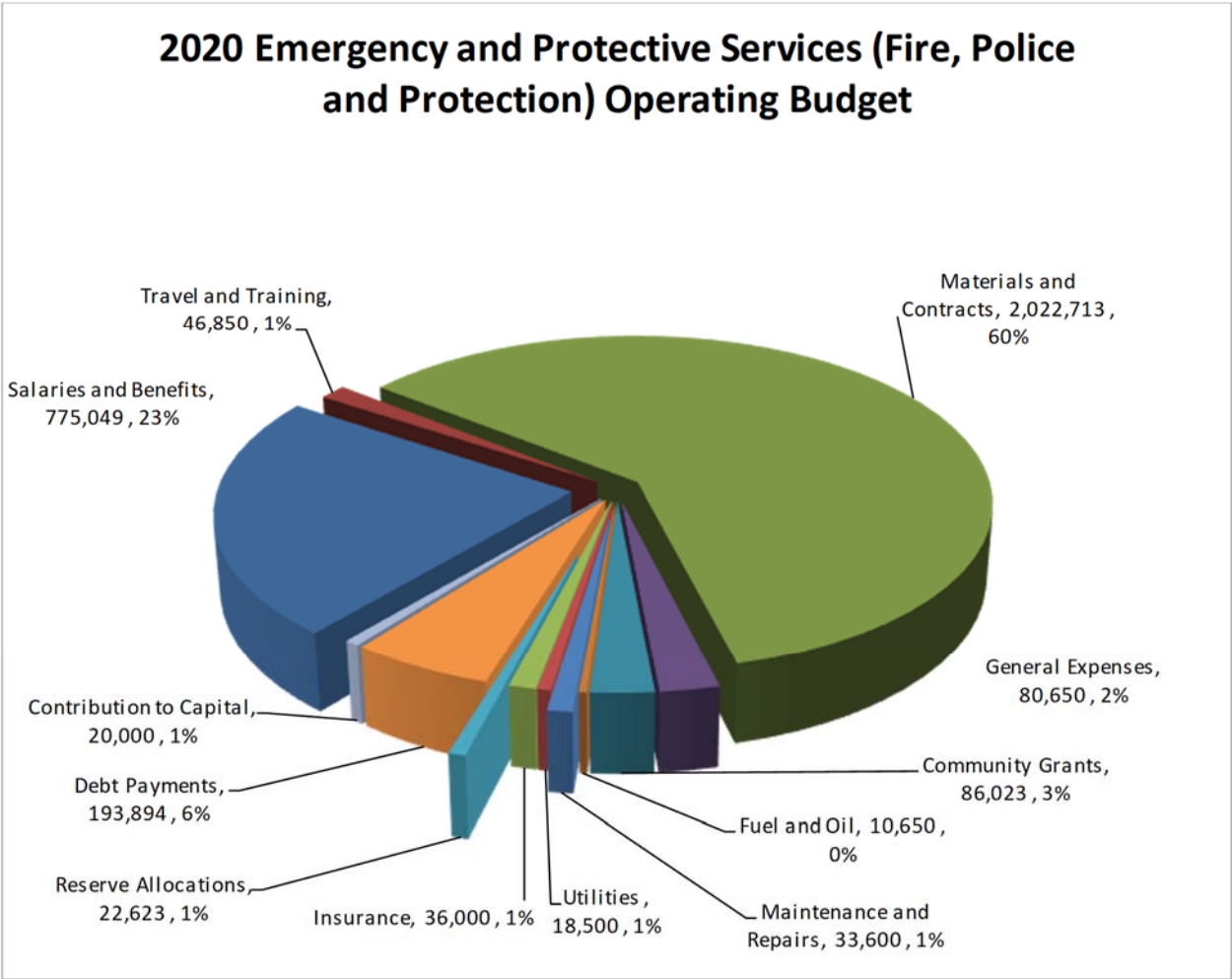
### EMERGENCY AND PROTECTIVE SERVICES

**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	
<b>Expenditures:</b>						
Remuneration, Salaries & Benefits	389,637	422,310	176,031	598,341	41.68%	Includes F/T Deputy Chief, 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
<b>Total Expenditures</b>	<b>885,013</b>	<b>870,151</b>	<b>199,107</b>	<b>1,069,258</b>	<b>22.88%</b>	
<b>Revenues</b>						
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
<b>Total Revenues</b>	<b>68,236</b>	<b>54,190</b>	<b>(4,950)</b>	<b>49,240</b>	<b>-9.13%</b>	
<b>Net Levy</b>	<b>816,777</b>	<b>815,961</b>	<b>204,057</b>	<b>1,020,018</b>	<b>25.01%</b>	

<b>FIRE DEPARTMENT</b>										
<b>2020 Budget</b>										
Line #	Description	2020	2019	\$	%	2019	2018	2017	2016	2015
		Budget	Budget	Change	Change	Actual	Actual	Actual	Actual	Actual
						(To Sept 30/19)				
1	Salaries, Wages & Benefits	598,341.00	422,310.00	176,031.00	42%	165,495.88	389,636.91	322,624.89	346,056.91	307,679.97
2	Office Supplies	2,500.00	2,200.00	300.00	14%	2,879.33	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%	3,560.31	2,494.77	2,288.23	4,232.88	1,100.00
5	Utilities	18,500.00	19,229.00	- 729.00	-4%	13,145.59	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%	2,784.51	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%	2,512.32	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%	282.67	351.26	5,481.95	831.09	4,116.07
10	Travelling Expense	1,200.00	1,200.00	-	0%	96.94	616.38	283.64	528.70	903.18
11	Equipment Rentals, Other	2,250.00	2,250.00	-	0%	1,183.46	3,138.08	402.96	2,216.33	2,326.23
12	Memberships	1,200.00	1,125.00	75.00	7%	895.00	1,148.04	848.62	1,148.62	638.62
13	Association & Convention	4,000.00	4,000.00	-	0%	2,490.34	3,605.70	3,205.14	4,237.00	3,873.87
14	Insurance (Building Etc.)	36,000.00	36,000.00	-	0%	38,654.10	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%	7,736.88	10,475.92	7,581.21	9,746.10	4,428.15
16	Contract Fees	14,000.00	14,000.00	-	0%	6,536.73	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%	15,078.65	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%	13,575.55	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%	1,973.58	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%		12,620.00	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%	16,635.00	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%	2,124.49	18,645.60	11,496.88	12,287.69	15,609.75
25	Loan Repayments	193,894.00	193,898.00	- 4.00	0%	145,763.35	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%		39,632.17	83,443.97	64,008.85	77,230.38
27	To Reserves	22,623.00	22,623.00	-	0%		47,360.40	16,736.00	10,223.17	10,152.50
	<b>Subtotal</b>	<b>1,038,508.00</b>	<b>842,551.00</b>	<b>195,957.00</b>	<b>23%</b>	<b>449,404.38</b>	<b>856,966.56</b>	<b>736,542.94</b>	<b>772,949.70</b>	<b>728,222.47</b>

Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
	<b>Vehicles and Equipment</b>									
28	M&R Parts	1,500.00	1,500.00	-	0%		-			78.16
29	Fuel & Oil	10,650.00	10,900.00	- 250.00	-2%	7,055.46	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%	22,677.81	15,404.40	16,631.64	15,689.62	10,981.14
	<b>Total Vehicles &amp; Equipment</b>	<b>30,750.00</b>	<b>27,600.00</b>	<b>3,150.00</b>	<b>11%</b>	<b>29,853.27</b>	<b>28,047.46</b>	<b>25,185.24</b>	<b>26,679.68</b>	<b>22,387.49</b>
	<b>Total Fire</b>	<b>1,069,258.00</b>	<b>870,151.00</b>	<b>199,107.00</b>	<b>23%</b>	<b>479,257.65</b>	<b>885,014.02</b>	<b>761,728.18</b>	<b>799,629.38</b>	<b>750,609.96</b>

## FIRE DEPARTMENT BUDGET 2020

**SALARIES, WAGES AND BENEFITS** \$598,341.00

FIRE CHIEF, DEPUTY 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	
<b>Expenditures:</b>						
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						
<b>Total Expenditures</b>	<b>1,873,950</b>	<b>1,885,672</b>	<b>55,941</b>	<b>1,941,613</b>	<b>2.97%</b>	
<b>Revenues</b>						
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						
<b>Total Revenues</b>	<b>46,320</b>	<b>20,000</b>	<b>9,000</b>	<b>29,000</b>	<b>45.00%</b>	
<b>Net Levy</b>	<b>1,827,630</b>	<b>1,865,672</b>	<b>46,941</b>	<b>1,912,613</b>	<b>2.52%</b>	

<b>PROTECTION TO PERSONS AND PROPERTY-POLICE</b>										
<b>2020 Budget</b>										
Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
						(To Sept 30/19)				
1	Other Honorariums	800.00	800.00	-	0%		600.00	700.00	600.00	600.00
2	Other M & S	750.00	750.00	-	0%	635.80	93.44	324.96	1,780.50	161.55
3	Telephone	650.00	650.00	-	0%	551.27	700.44	658.28	613.32	606.65
4	Travelling Expense	1,200.00	1,200.00	-	0%	700.85	1,826.77	1,638.85	802.77	909.88
5	Association & Convention	5,500.00	5,500.00	-	0%	3,370.53	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%	1,094,786.00	1,866,420.00	1,820,736.00	1,782,144.00	1,548,336.00
7	To Reserves			-	0%			17,260.26	13,258.52	4,059.00
	<b>Total Expenditures</b>	<b>1,941,613.00</b>	<b>1,885,672.00</b>	<b>55,941.00</b>	<b>3%</b>	<b>1,100,044.45</b>	<b>1,873,949.77</b>	<b>1,844,527.47</b>	<b>1,801,736.11</b>	<b>1,557,850.28</b>



## POLICE BUDGET 2020

<b>REMUNERATION, SALARIES AND BENEFITS</b>	\$800.00
HONORARIUM FOR POLICE SERVICE BOARD MEMBERS \$100 / MEETING	
<b>OTHER – MATERIALS &amp; SUPPLIES</b>	\$750.00
MISCELLANEOUS ITEMS REQUIRED FOR ESO, EXPENSES FOR, JOINT LANARK COUNTY MEETINGS, PROMOTIONAL MATERIALS FOR SCHOOLS	
<b>TELEPHONE</b>	\$650.00
FOR COMMUNITY POLICING OFFICE	
<b>TRAVELLING EXPENSE</b>	\$1,200.00
FOR CPAC MEMBERS TO ATTEND CONFERENCES, ETC.	
<b>ASSOCIATION &amp; CONVENTION</b>	\$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	
<b>OPP CONTRACT</b>	\$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	
<b>Expenditures:</b>						
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
<b>Total Expenditures</b>	<b>276,162</b>	<b>278,611</b>	<b>57,070</b>	<b>335,681</b>	<b>20.48%</b>	
<b>Revenues</b>						
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						
<b>Total Revenues</b>	<b>28,817</b>	<b>20,000</b>	<b>-</b>	<b>20,000</b>	<b>0.00%</b>	
Net Levy	247,345	258,611	57,070	315,681	22.07%	

<b>PROTECTION TO PERSONS &amp; PROPERTY</b>										
<b>2020 Budget</b>										
Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual (To Sept 30/19)	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>MVC</b>										
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
<b>Animal Control</b>										
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%	15,967.59	22,778.28	23,400.02	23,590.45	21,448.90
	<b>Total</b>	<b>26,400.00</b>	<b>26,400.00</b>	<b>-</b>	<b>0%</b>	<b>16,661.78</b>	<b>23,141.39</b>	<b>23,936.64</b>	<b>23,822.06</b>	<b>22,093.15</b>
<b>By-Law Enforcement</b>										
4	Remuneration	67,600.00	48,200.00	19,400.00	40%	25,610.10	50,571.70	39,835.91	37,453.03	20,849.29
5	Bylaw Enforcement-Postage & Courier	250.00	250.00	-	0%	632.60	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						
	<b>Total</b>	<b>103,450.00</b>	<b>48,450.00</b>	<b>55,000.00</b>	<b>0%</b>	<b>26,242.70</b>	<b>51,697.59</b>	<b>39,868.89</b>	<b>38,913.97</b>	<b>20,860.71</b>
<b>Accessibility</b>										
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%					
	<b>Total</b>	<b>500.00</b>	<b>1,200.00</b>	<b>- 700.00</b>	<b>-58%</b>	<b>216.75</b>	<b>-</b>	<b>210.64</b>	<b>-</b>	<b>-</b>
<b>Livestock</b>										
14	Livestock Remuneration	2,000.00	2,000.00	-	0%	269.97	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%	5,746.64	10,929.35	8,409.40	20,752.00	24,180.00
	<b>Total</b>	<b>6,100.00</b>	<b>6,100.00</b>	<b>-</b>	<b>0%</b>	<b>6,044.71</b>	<b>12,484.07</b>	<b>9,188.97</b>	<b>22,771.17</b>	<b>26,586.96</b>

Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>Health &amp; Safety</b>										
17	Health & Safety Training	2,000.00	2,000.00	-	0%	1,097.58	40.60	4,009.44	2,254.99	-
18	Salaries, Wages & Benefits	97,308.00	109,639.00	- 12,331.00	-11%	81,456.53	106,107.99	100,762.51	52,410.69	
19	Telephone	1,200.00	1,200.00	-	0%	425.73	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%		96.67	875.14		
23	Capital Expenditure			-	#DIV/0!		7,839.93	10,094.58	1,483.21	8,033.90
	<b>Total</b>	<b>101,508.00</b>	<b>114,389.00</b>	<b>- 12,881.00</b>	<b>#DIV/0!</b>	<b>82,979.84</b>	<b>114,810.18</b>	<b>116,907.91</b>	<b>56,165.21</b>	<b>8,033.90</b>
<b>Emergency Management</b>										
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%		858.87	876.75	928.97	642.12
27	Emergency Management Public Awareness	850.00	850.00	-	0%			368.37	549.50	363.17
	<b>Total</b>	<b>2,200.00</b>	<b>2,200.00</b>	<b>-</b>	<b>0%</b>	<b>-</b>	<b>858.87</b>	<b>1,855.68</b>	<b>1,561.91</b>	<b>1,228.81</b>
<b>Crossing Guards</b>										
28	Labour	9,000.00	-		0%					
29	Materials and Supplies	500.00	-		0%					
	<b>Total</b>	<b>9,500.00</b>	<b>-</b>		<b>0%</b>					
	<b>Total Expenditures</b>	<b>335,681.00</b>	<b>278,611.00</b>	<b>47,570.00</b>	<b>17%</b>	<b>212,017.78</b>	<b>276,163.10</b>	<b>260,764.73</b>	<b>208,812.32</b>	<b>141,879.53</b>

**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

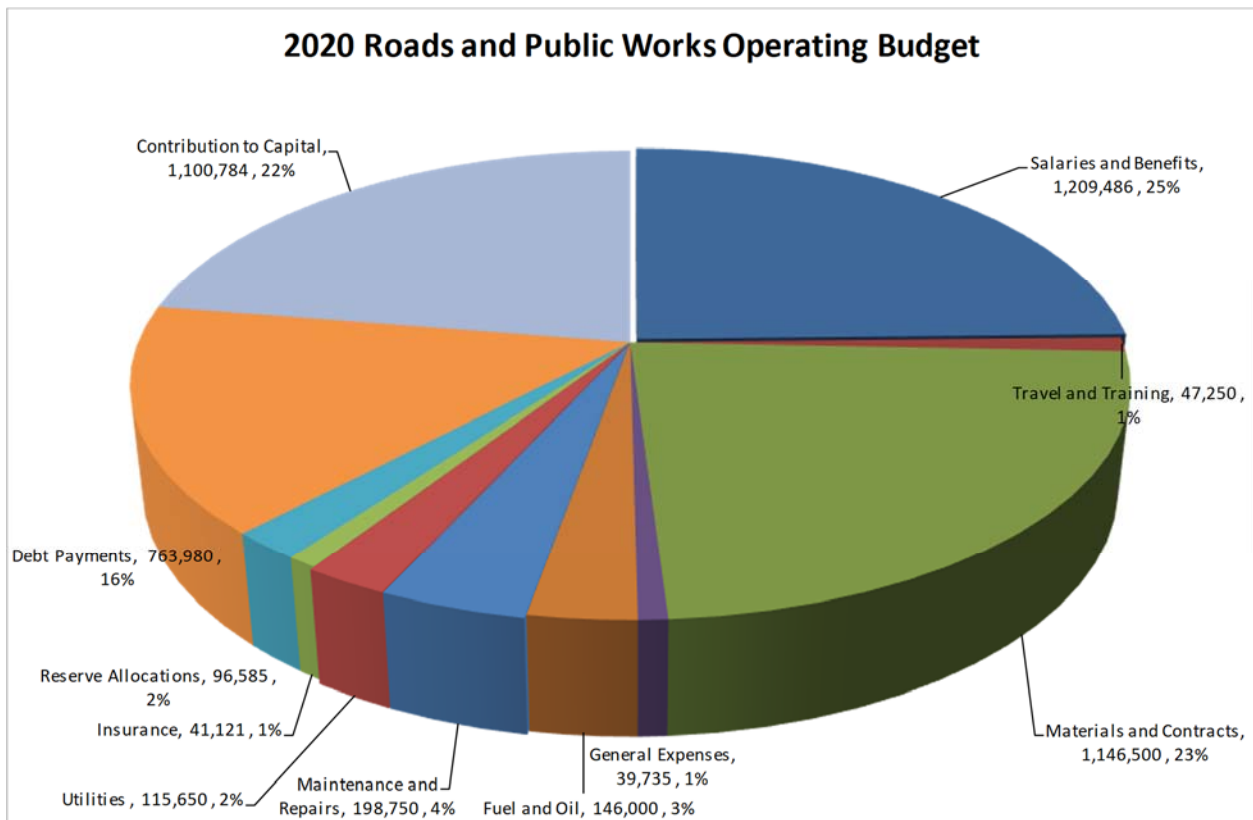
CALENDARS, MAGNETS ETC.

**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	
		2019	2020	2020	% 2020	
	2018 Actual	Approved Budget	Program Change	Requested Budget	Requested/ 2019 Budget	
<b>Expenditures:</b>						
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	(285,130)	1,100,784	-20.57%	Refer to detailed capital budget
<b>Total Expenditures</b>	<b>4,840,893</b>	<b>4,955,376</b>	<b>(49,535)</b>	<b>4,905,841</b>	<b>-1.00%</b>	
<b>Revenues</b>						
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.
<b>Total Revenues</b>	<b>90,588</b>	<b>91,700</b>	<b>(1,790)</b>	<b>89,910</b>	<b>-1.95%</b>	
<b>Net Levy</b>	<b>4,750,305</b>	<b>4,863,676</b>	<b>(47,745)</b>	<b>4,815,931</b>	<b>-0.98%</b>	

<b>TRANSPORTATION</b>										
<b>2020 Budget</b>										
		<b>2020</b>	<b>2019</b>	<b>\$</b>	<b>%</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
<b>Line #</b>	<b>Description</b>	<b>Budget</b>	<b>Budget</b>	<b>Change</b>	<b>Change</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
						(To Sept 30/19)				
	<b>Administration</b>									
1	Salaries, & Wages and Benefits	590,586.00	567,032.00	23,554.00	4%	466,888.36	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%	3,465.86	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%	2,080.31	959.17	1,207.61	1,165.36	1,638.61
4	Telephone	1,500.00	1,400.00	100.00	7%	1,097.48	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%	1,301.19	439.63	2,003.86	491.07	2,016.27
9	Association & Convention	4,300.00	4,300.00	-	0%	2,925.61	3,363.73	2,750.18	3,378.25	2,168.86
10	Seminars	650.00	650.00	-	0%	253.38	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%	8,479.27	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%	9,227.82	15,580.69	37,868.67	14,385.26	12,332.89
14	Communications	15,000.00	15,000.00	-	0%	11,706.37	11,493.04	11,261.47	11,824.99	12,723.23
15	Technical Courses	23,300.00	23,300.00	-	0%	10,522.48	18,871.75	17,847.95	22,094.38	22,861.14
16	Personnel (Courses/Memberships, Etc.)	2,600.00	2,600.00	-	0%	1,437.79	1,701.22	2,882.53	2,197.04	1,625.03
17	Fuel & Oil			-	0%	577.66	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%	117,197.35	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%	336,301.68	303,715.16	264,723.63	243,481.56	198,195.68
21	Capital Expenditure	1,100,784.00	1,385,914.00	285,130.00	-21%		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%		102,061.00	384,009.01	526,740.00	480,322.00
	<b>Total Administration</b>	<b>2,053,690.00</b>	<b>2,235,589.00</b>	<b>- 181,899.00</b>	<b>-8%</b>	<b>774,611.71</b>	<b>2,112,463.29</b>	<b>1,875,600.02</b>	<b>1,597,353.64</b>	<b>1,711,563.77</b>
	<b>Almonte Ward Garage</b>									
23	Almonte Ward Garage Labour	400.00	400.00	-	0%	4.79	143.22	833.39	99.00	381.97
24	Almonte Ward Garage-Other	1,000.00	1,250.00	250.00	-20%	433.11	910.59	1,116.34	890.45	1,093.47
	<b>Total</b>	<b>1,400.00</b>	<b>1,650.00</b>	<b>- 250.00</b>	<b>-15%</b>	<b>437.90</b>	<b>1,053.81</b>	<b>1,949.73</b>	<b>989.45</b>	<b>1,475.44</b>
	<b>Pak. Ward Garage</b>									
25	Pak. Ward Garage Labour	3,100.00	3,100.00	-	0%	1,097.57	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%	5,147.66	6,025.00	7,139.64	6,707.67	7,152.77
27	Pak. Ward Garage Telephone	1,400.00	1,400.00	-	0%	1,059.85	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%	421.29	754.05	561.72	1,517.25	778.47
31	Pak. Ward Garage Tools, Stock Etc.	8,000.00	8,000.00	-	0%	8,403.71	4,185.89	3,996.79	9,176.89	6,652.98
	<b>Total</b>	<b>21,352.00</b>	<b>22,769.00</b>	<b>- 1,417.00</b>	<b>-6%</b>	<b>16,799.21</b>	<b>14,479.17</b>	<b>17,403.23</b>	<b>27,059.88</b>	<b>21,850.72</b>

Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>Ramsay Ward Garage</b>										
32	Ramsay Ward Garage Labour	10,000.00	10,000.00	-	0%	6,530.25	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%	21,856.33	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%	4,532.85	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%	1,482.71	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%	1,062.06	1,825.56	1,065.36	611.96	3,964.24
39	Ramsay Ward Garage Alarm Monitoring	1,000.00	1,000.00	-	0%	553.84	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%	33,857.53	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
	<b>Total</b>	<b>86,582.00</b>	<b>86,197.00</b>	<b>385.00</b>	<b>0%</b>	<b>71,932.14</b>	<b>98,690.53</b>	<b>76,607.01</b>	<b>72,432.12</b>	<b>69,603.57</b>
	<b>Total Roads &amp; Public Works Facilities</b>	<b>109,334.00</b>	<b>110,616.00</b>	<b>- 1,282.00</b>	<b>-1%</b>	<b>89,169.25</b>	<b>114,223.51</b>	<b>95,959.97</b>	<b>100,481.45</b>	<b>92,929.73</b>
<b>Street Lighting</b>										
42	Street Lighting Labour	500.00	500.00	-	0%	838.08	456.50	492.26	845.80	503.66
43	Street Lighting Hydro	70,000.00	92,500.00	- 22,500.00	-24%	39,797.79	84,363.40	139,700.09	124,540.27	107,078.40
44	Street Lighting Machine Rental (town)			-	0%		66.00	72.60	191.40	52.80
45	Street Lighting Contract	9,000.00	12,000.00	- 3,000.00	-25%	2,596.09	12,794.58	23,982.62	28,343.57	22,887.61
	<b>Total</b>	<b>79,500.00</b>	<b>105,000.00</b>	<b>- 25,500.00</b>	<b>-24%</b>	<b>43,231.96</b>	<b>97,680.48</b>	<b>164,247.57</b>	<b>153,921.04</b>	<b>130,522.47</b>
<b>Pakenham Bridge</b>										
46	Pakenham Bridge Hydro	800.00	800.00	-	0%	98.25	951.18	542.73	835.05	968.98
<b>Bridges &amp; Culverts</b>										
47	Bridges & Culverts Labour	15,000.00	12,000.00	3,000.00	25%	19,912.71	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%	13.20	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%	93,374.44	88,394.93	44,103.45	38,232.33	31,195.27
	<b>Total</b>	<b>91,000.00</b>	<b>56,500.00</b>	<b>34,500.00</b>	<b>61%</b>	<b>114,685.62</b>	<b>112,828.62</b>	<b>63,873.74</b>	<b>50,236.25</b>	<b>51,547.16</b>
<b>Hydrants</b>										
51	Hydrants Labour	7,700.00	7,000.00	700.00	10%	8,820.39	8,034.48	9,319.21	6,698.87	3,768.57
52	Hydrants Overtime			-	0%	22.57	112.60	808.46	159.57	0.91
53	Hydrants Machine Rental (town)	1,800.00	1,800.00	-	0%	165.00	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
	<b>Total</b>	<b>26,000.00</b>	<b>25,300.00</b>	<b>700.00</b>	<b>3%</b>	<b>11,999.92</b>	<b>17,253.03</b>	<b>28,011.99</b>	<b>26,552.89</b>	<b>11,954.34</b>
<b>Drainage</b>										
55	Drainage Labour	-	-	-	0%	46.56				
56	Drainage Machine Rental (town)	-	-	-	0%	2,015.80	115.00	113.20	69.00	
	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>2,062.36</b>	<b>115.00</b>	<b>113.20</b>	<b>69.00</b>	<b>-</b>

Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>Flood Control</b>										
57	Flood Control Labour	6,700.00	6,700.00	-	0%	4,866.10	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%		2,978.70	3,286.40	1,666.60	2,375.40
60	Flood Control Materials	6,000.00	6,000.00	-	0%	4,566.53	6,228.45	5,475.34	7,111.77	4,813.96
	<b>Total</b>	<b>16,300.00</b>	<b>16,300.00</b>	<b>-</b>	<b>0%</b>	<b>9,821.79</b>	<b>17,218.08</b>	<b>16,798.32</b>	<b>11,914.25</b>	<b>14,498.18</b>
<b>Road Patrol</b>										
61	Road Patrol Labour	38,500.00	61,700.00	23,200.00	-38%	30,665.01	38,146.96	34,964.63	35,440.43	31,639.19
62	Road Patrol Overtime	6,000.00	6,000.00	-	0%	7,324.71	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%	765.60	7,319.40	6,326.70	6,290.42	6,538.90
	<b>Total</b>	<b>50,700.00</b>	<b>73,900.00</b>	<b>-23,200.00</b>	<b>-31%</b>	<b>38,755.32</b>	<b>54,801.54</b>	<b>47,545.56</b>	<b>49,494.28</b>	<b>45,099.87</b>
<b>Grass Mowing</b>										
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%	69.00	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%	48,615.89	25,611.40	15,939.77	21,001.62	19,747.10
	<b>Total</b>	<b>98,000.00</b>	<b>95,500.00</b>	<b>2,500.00</b>	<b>3%</b>	<b>57,793.53</b>	<b>38,646.93</b>	<b>30,043.98</b>	<b>28,496.24</b>	<b>25,436.30</b>
<b>Brushing, Tree Trim &amp; Removal</b>										
68	Brushing, Tree Trim & Removal Labour	34,100.00	34,100.00	-	0%	13,017.77	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%	526.50	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%	314.10	12,739.00	10,573.25	14,757.85	9,962.00
71	Brushing, Tree Trim & Removal Materials			-	0%	6,832.12	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%	12,440.15	37,224.30	23,541.63	26,704.37	27,495.78
	<b>Total</b>	<b>86,800.00</b>	<b>82,000.00</b>	<b>4,800.00</b>	<b>6%</b>	<b>33,130.64</b>	<b>89,943.44</b>	<b>73,642.25</b>	<b>68,655.05</b>	<b>62,423.48</b>
<b>Ditching</b>										
73	Ditching Labour	9,700.00	9,700.00	-	0%	4,098.97	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%		3,414.80	6,283.25	9,386.65	1,208.60
76	Ditching Materials	3,000.00	3,000.00	-	0%	2,600.77	6,054.38	963.79	491.02	3,306.25
77	Ditching Contract	33,000.00	32,000.00	1,000.00	3%	25,760.50	33,151.16	39,334.51	29,378.80	31,735.23
	<b>Total</b>	<b>51,900.00</b>	<b>50,900.00</b>	<b>1,000.00</b>	<b>2%</b>	<b>32,781.15</b>	<b>48,674.33</b>	<b>55,710.58</b>	<b>50,843.57</b>	<b>38,963.54</b>
<b>Catch Basins</b>										
78	Catch Basins Labour	6,100.00	5,900.00	200.00	3%	11,469.97	5,790.73	5,864.77	3,808.88	5,149.86
79	Catch Basins Overtime	600.00	600.00	-	0%	5,080.28	190.74	116.42	629.79	268.44
80	Catch Basins Machine Rental (town)	1,500.00	1,500.00	-	0%	249.70	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
	<b>Total</b>	<b>38,200.00</b>	<b>37,000.00</b>	<b>1,200.00</b>	<b>3%</b>	<b>41,580.32</b>	<b>50,457.60</b>	<b>27,066.18</b>	<b>31,705.84</b>	<b>32,945.04</b>

Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
	<b>Debris &amp; Litter</b>									
83	Debris & Litter Labour	14,000.00	14,000.00	-	0%	6,672.51	11,045.02	11,367.12	13,568.27	18,573.56
84	Debris & Litter Overtime	900.00	900.00	-	0%	127.83	907.26	701.74	640.72	611.31
85	Debris & Litter Machine Rental (town)	3,000.00	3,000.00	-	0%	72.60	1,774.90	2,032.90	2,307.70	4,530.15
86	Debris & Litter Materials	900.00	700.00	200.00	29%	324.16	1,148.37	775.75	595.94	701.52
	<b>Total</b>	<b>18,800.00</b>	<b>18,600.00</b>	<b>200.00</b>	<b>1%</b>	<b>7,197.10</b>	<b>14,875.55</b>	<b>14,877.51</b>	<b>17,112.63</b>	<b>24,416.54</b>
	<b>Storm Sewers</b>									
87	Storm Sewers Labour	3,400.00	3,400.00	-	0%	113.28	833.09	330.00	43.88	83.94
88	Storm Sewers Overtime	300.00	300.00	-	0%		44.02	288.86		
89	Storm Sewers Machine Rental (town)	500.00	500.00	-	0%		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%	1,490.78	7,474.04	8,574.17	3,126.01	13,320.38
	<b>Total</b>	<b>16,200.00</b>	<b>16,200.00</b>	<b>-</b>	<b>0%</b>	<b>1,604.06</b>	<b>9,810.88</b>	<b>15,934.72</b>	<b>4,940.30</b>	<b>13,417.52</b>
	<b>Curbs &amp; Sidewalks</b>									
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%		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
	<b>Total</b>	<b>61,500.00</b>	<b>61,500.00</b>	<b>-</b>	<b>0%</b>	<b>52,240.22</b>	<b>50,401.64</b>	<b>26,636.97</b>	<b>37,355.18</b>	<b>37,360.59</b>
	<b>Total Roadside Maintenance</b>	<b>371,400.00</b>	<b>361,700.00</b>	<b>9,700.00</b>	<b>3%</b>	<b>226,327.02</b>	<b>302,810.37</b>	<b>243,912.19</b>	<b>239,108.81</b>	<b>234,963.01</b>
	<b>Patching</b>									
97	Patching Labour	50,000.00	48,900.00	1,100.00	2%	46,437.76	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%	46.20	13,047.90	14,386.35	13,168.00	14,206.85
100	Patching Materials	43,500.00	43,500.00	-	0%	40,227.50	39,626.70	50,908.65	47,142.48	43,229.22
	<b>Total</b>	<b>107,700.00</b>	<b>106,600.00</b>	<b>1,100.00</b>	<b>1%</b>	<b>86,755.13</b>	<b>107,339.38</b>	<b>114,134.35</b>	<b>103,836.40</b>	<b>98,931.90</b>
	<b>Sweeping</b>									
101	Sweeping Labour	4,000.00	2,900.00	1,100.00	38%	3,421.35	4,163.49	2,512.08	3,030.48	2,603.72
102	Sweeping Overtime	1,500.00	1,000.00	500.00	50%	1,642.09	2,711.31	867.21	1,096.57	1,069.19
103	Sweeping Machine Rental (town)			-	0%		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%	28,825.13	22,826.31	25,005.97	23,585.47	25,687.27
	<b>Total</b>	<b>32,500.00</b>	<b>30,900.00</b>	<b>1,600.00</b>	<b>5%</b>	<b>33,888.57</b>	<b>34,570.53</b>	<b>31,421.86</b>	<b>32,256.42</b>	<b>32,102.48</b>
	<b>Shoulder Maintenance</b>									
106	Shoulder Maintenance Labour	4,200.00	4,200.00	-	0%	1,114.02	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%	125.46	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	
	<b>Total</b>	<b>10,800.00</b>	<b>10,800.00</b>	<b>-</b>	<b>0%</b>	<b>1,863.18</b>	<b>11,695.66</b>	<b>6,417.67</b>	<b>18,700.93</b>	<b>2,745.43</b>
	<b>Total Hardtop Maintenance</b>	<b>151,000.00</b>	<b>148,300.00</b>	<b>2,700.00</b>	<b>2%</b>	<b>122,506.88</b>	<b>153,605.57</b>	<b>151,973.88</b>	<b>154,793.80</b>	<b>133,779.81</b>

Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
	<b>Patches &amp; Washouts</b>									
109	Patches & Washouts Labour	2,500.00	2,500.00	-	0%	2,056.64	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%		3,132.20	1,848.00	10,306.25	831.30
112	Patches & Washouts Materials	28,000.00	28,000.00	-	0%	27,712.33	32,750.87	25,964.05	18,170.32	32,804.37
	<b>Total</b>	<b>34,500.00</b>	<b>34,500.00</b>	<b>-</b>	<b>0%</b>	<b>30,170.14</b>	<b>38,186.30</b>	<b>30,802.82</b>	<b>30,665.03</b>	<b>34,755.47</b>
	<b>Grading</b>									
113	Grading Labour	48,600.00	46,000.00	2,600.00		34,508.35	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%	4,893.16	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%		54,193.05	71,401.75	54,016.60	65,684.35
	<b>Total</b>	<b>107,100.00</b>	<b>102,500.00</b>	<b>4,600.00</b>	<b>4%</b>	<b>39,401.51</b>	<b>100,157.42</b>	<b>130,535.47</b>	<b>99,634.94</b>	<b>116,092.17</b>
	<b>Dust Layer</b>									
116	Dust Layer Labour	3,400.00	3,400.00	-	0%	2,232.51	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%		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
	<b>Total</b>	<b>114,700.00</b>	<b>112,700.00</b>	<b>2,000.00</b>	<b>2%</b>	<b>120,454.54</b>	<b>114,429.47</b>	<b>106,055.74</b>	<b>123,619.98</b>	<b>101,646.05</b>
	<b>Gravel Resurfacing</b>									
120	Gravel Resurfacing Labour	8,800.00	8,400.00	400.00	5%	5,707.87	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%		10,011.70	8,298.90	9,492.45	24,065.20
	<b>Total</b>	<b>18,050.00</b>	<b>16,650.00</b>	<b>1,400.00</b>	<b>8%</b>	<b>5,773.14</b>	<b>19,389.71</b>	<b>17,299.06</b>	<b>19,212.57</b>	<b>46,615.42</b>
	<b>Total Loose Top Maintenance</b>	<b>274,350.00</b>	<b>266,350.00</b>	<b>8,000.00</b>	<b>3%</b>	<b>195,799.33</b>	<b>272,162.90</b>	<b>284,693.09</b>	<b>273,132.52</b>	<b>299,109.11</b>
	<b>Snowplowing</b>									
123	Snowplowing Labour	74,000.00	67,300.00	6,700.00	10%	48,092.09	50,555.00	43,477.36	53,668.72	37,954.85
124	Snowplowing Overtime	32,000.00	32,000.00	-	0%	45,623.29	46,955.01	53,481.32	59,251.55	31,803.86
125	Snowplowing Machine Rental (town)	143,000.00	143,000.00	-	0%	65,708.95	177,518.75	156,196.15	207,092.15	124,639.15
	<b>Total</b>	<b>249,000.00</b>	<b>242,300.00</b>	<b>6,700.00</b>	<b>3%</b>	<b>159,424.33</b>	<b>275,028.76</b>	<b>253,154.83</b>	<b>320,012.42</b>	<b>194,397.86</b>
	<b>Snow Removal</b>									
126	Snow Removal Labour	34,000.00	27,000.00	7,000.00	26%	16,664.46	10,563.71	17,252.56	21,105.18	20,189.00
127	Snow Removal Overtime	13,000.00	13,000.00	-	0%	25,688.07	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%	23,502.20	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%	100,382.66	46,996.66	99,710.31	95,977.79	105,298.06
	<b>Total</b>	<b>187,000.00</b>	<b>165,000.00</b>	<b>22,000.00</b>	<b>13%</b>	<b>167,102.35</b>	<b>114,458.89</b>	<b>200,712.17</b>	<b>201,933.93</b>	<b>181,033.31</b>

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%	13,585.12	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%	16,105.83	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%	25,693.01	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%	208,495.70	303,646.20	266,214.55	173,635.63	207,796.62
	<b>Total</b>	<b>443,600.00</b>	<b>375,100.00</b>	<b>68,500.00</b>	<b>18%</b>	<b>263,879.66</b>	<b>428,119.10</b>	<b>369,818.81</b>	<b>236,843.43</b>	<b>256,515.83</b>
	<b>Culvert Thawing &amp; CB Cleaning</b>									
135	Culvert Thawing & CB Cleaning Machine Rental			-	0%	-	23.00		103.50	
	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>	<b>23.00</b>	<b>-</b>	<b>103.50</b>	
	<b>Plowing/Sanding Sidewalks</b>									
136	Plowing/Sanding Sidewalks Labour	11,000.00	9,000.00	2,000.00	22%	7,055.68	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%	5,672.46	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%	4,471.40	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		6,532.99	7,891.47	7,235.13	10,481.27	7,708.31
	<b>Total</b>	<b>40,000.00</b>	<b>29,500.00</b>	<b>10,500.00</b>	<b>36%</b>	<b>23,732.53</b>	<b>39,691.22</b>	<b>39,329.44</b>	<b>43,482.97</b>	<b>32,414.48</b>
	<b>Total Winter Control</b>	<b>919,600.00</b>	<b>811,900.00</b>	<b>107,700.00</b>	<b>13%</b>	<b>614,138.87</b>	<b>857,320.97</b>	<b>863,015.25</b>	<b>802,376.25</b>	<b>664,361.48</b>
	<b>Traffic Signs &amp; Line Painting</b>									
141	Traffic Signs & Line Painting Labour	14,600.00	14,600.00	-	0%	8,509.71	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%	33.00	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%	6,668.23	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%	25,093.71	32,561.92	16,747.27	21,502.43	17,968.80
	<b>Total</b>	<b>53,900.00</b>	<b>53,900.00</b>	<b>-</b>	<b>0%</b>	<b>40,936.27</b>	<b>59,418.40</b>	<b>56,997.86</b>	<b>54,110.20</b>	<b>41,918.83</b>
	<b>Traffic Lights</b>									
146	Traffic Lights Labour	200.00	200.00	-	0%	186.24	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%	2,047.19	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	234.05	890.40	
150	Traffic Lights Contract	2,500.00	2,500.00	-	0%	2,446.30	2,579.62	1,607.81	1,991.44	2,803.49
	<b>Total</b>	<b>7,200.00</b>	<b>7,200.00</b>	<b>-</b>	<b>0%</b>	<b>4,679.73</b>	<b>6,733.18</b>	<b>5,477.41</b>	<b>6,779.15</b>	<b>5,245.93</b>
	<b>Railway Crossing</b>									
151	Railway Crossing Contract		-	-	0%				536.73	2,773.53
	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>536.73</b>	<b>2,773.53</b>
	<b>Total Safety Devices</b>	<b>61,100.00</b>	<b>61,100.00</b>	<b>-</b>	<b>0%</b>	<b>45,616.00</b>	<b>66,151.58</b>	<b>62,475.27</b>	<b>61,426.08</b>	<b>49,938.29</b>

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%	1,452.00	2,096.59	1,388.88	1,562.61	3,188.05
153	Entrances & Addressing Machine Rental (town)	500.00	500.00	-	0%	13.20	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
	<b>Total</b>	<b>4,900.00</b>	<b>4,900.00</b>	<b>-</b>	<b>0%</b>	<b>1,465.20</b>	<b>4,087.70</b>	<b>1,888.61</b>	<b>8,834.29</b>	<b>4,370.58</b>
	<b>Municipal Addressing</b>									
	<b>Total Private Entrances &amp; Municipal Addressing</b>	<b>4,900.00</b>	<b>4,900.00</b>	<b>-</b>	<b>0%</b>	<b>1,465.20</b>	<b>4,087.70</b>	<b>1,888.61</b>	<b>8,834.29</b>	<b>4,370.58</b>
	<b>Town Property</b>									
155	Town Property Labour	9,500.00	7,500.00	2,000.00	27%	8,822.04	19,365.96	12,652.88	5,217.24	11,079.66
156	Town Property Overtime	500.00	500.00	-	0%	585.77	1,106.47	904.71	1,171.60	198.03
157	Town Property Machine Rental (town)	3,000.00	3,000.00	-	0%	77.30	3,478.30	3,795.50	3,529.60	5,426.30
158	Town Property Materials	6,000.00	6,000.00	-	0%	6,977.42	3,959.00	3,873.14	6,534.51	10,025.42
	<b>Total</b>	<b>19,000.00</b>	<b>17,000.00</b>	<b>2,000.00</b>	<b>12%</b>	<b>16,462.53</b>	<b>27,909.73</b>	<b>21,226.23</b>	<b>16,452.95</b>	<b>26,729.41</b>
	<b>Maintenance-Other</b>									
159	On Call Labour	7,000.00	7,000.00	-	0%	4,842.88	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%	2,209.62	2,038.49	1,518.44	803.24	2,143.49
162	Parks & Rec Labour	4,500.00	4,500.00	-	0%	3,446.49	3,455.84	4,596.38	7,129.07	4,503.13
163	Parks & Rec Overtime	300.00	300.00	-	0%	89.59	48.17	676.15	752.76	738.14
164	Other Depts Labour	2,500.00	2,500.00	-	0%	1,440.28	1,862.10	3,411.41	3,244.85	2,920.30
165	Other Depts. Overtime	300.00	300.00	-	0%	384.87	292.70	872.73	329.53	911.86
	<b>Total</b>	<b>16,900.00</b>	<b>16,600.00</b>	<b>300.00</b>	<b>2%</b>	<b>12,413.73</b>	<b>14,629.44</b>	<b>17,900.11</b>	<b>19,059.45</b>	<b>21,289.84</b>
	<b>Ontario One Call</b>									
166	Ontario One Call Labour	5,900.00	5,900.00	-	0%	1,649.26	3,025.53	6,772.24	5,689.40	4,467.10
167	Ontario One Call Overtime	200.00	200.00	-	0%		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%		118.80	544.50	436.50	19.80
170	Ontario One Call Contract	500.00	500.00	-	0%	402.74	430.38	174.62	521.93	275.00
	<b>Total</b>	<b>7,100.00</b>	<b>7,100.00</b>	<b>-</b>	<b>0%</b>	<b>2,052.00</b>	<b>3,576.21</b>	<b>7,695.29</b>	<b>6,647.83</b>	<b>5,077.08</b>
	<b>Total Maintenance Other</b>	<b>43,000.00</b>	<b>40,700.00</b>	<b>2,300.00</b>	<b>14%</b>	<b>30,928.26</b>	<b>46,115.38</b>	<b>46,821.63</b>	<b>42,160.23</b>	<b>53,096.33</b>



Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
	<b>Vehicles and Equipment</b>									
171	Labour	67,050.00	66,250.00	800.00	1%	38,273.77	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%	137,304.81	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%	125,695.84	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%	158,687.79	145,009.85	93,063.65	70,964.40	70,966.89
	<b>Total Vehicles and Equipment</b>	<b>653,167.00</b>	<b>636,421.00</b>	<b>16,746.00</b>	<b>3%</b>	<b>490,852.09</b>	<b>611,103.44</b>	<b>516,578.97</b>	<b>492,322.28</b>	<b>495,802.42</b>
	<b>Total Expenditures</b>	<b>4,905,841.00</b>	<b>4,955,376.00</b>	<b>- 49,535.00</b>	<b>-1%</b>	<b>2,811,873.33</b>	<b>4,840,892.64</b>	<b>4,464,051.99</b>	<b>4,065,012.11</b>	<b>3,994,505.53</b>

**Roads and Public Works  
2020 Budget**

**ROAD ADMINISTRATION**

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

<b>PERSONNEL (CLOTHING, ETC.)</b>	\$14,000.00
CLOTHING ALLOWANCE PER BY-LAW AND THE UNION AGREEMENT (WORKBOOTS, SUMMER AND WINTER APPAREL)	
<b>COMMUNICATIONS</b>	\$15,000.00
CELL PHONES FOR MECHANIC, OPERATIONS MANAGER, CET AND EMERGENCY PURPOSES, PAGER COSTS, VHF SITE RENTAL COSTS AND RADIO LICENSES	
<b>TECHNICAL COURSES</b>	\$23,300.00
MANDATED SAFETY AND PROFESSIONAL TRAINING REQUIREMENTS TO MEET ONTARIO HEALTH AND SAFETY ACT	
<b>PERSONNEL (COURSES/MEMBERSHIPS, ETC.)</b>	\$2,600.00
MEMBERSHIPS FOR PROFESSIONAL ENGINEER, OPERATIONS MANAGER, CET-TRANSPORTATION ASSOCIATION OF CANADA, ONTARIO GOOD ROADS ASSOCIATION, MEDICALS FOR DRIVER'S LICENSES, ETC.	
<b>MACHINE RENTAL (TOWN)</b>	(\$403,200.00)
OFFSETS VEHICLE USEAGE ALLOCATED TO FUNCTIONAL AREAS WITHIN THE BUDGET-NET OF ALL IS ZERO.	
<b>LONG TERM DEBT PAYMENTS</b>	\$548,420.00
DEBT PAYMENTS FOR ROADS, BRIDGES AND FACILITIES	
<b>CAPITAL EXPENDITURES</b>	\$1,100,784.00
<b>TO RESERVES</b>	\$96,585.00
PUBLIC WORKS FACILITIES	
<b><u>ALMONTE WARD GARAGE</u></b>	\$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.	
<b><u>PAKENHAM WARD GARAGE</u></b>	\$21,352.00.
UTILITIES, TELEPHONE, INSURANCE, MAINTENANCE AND REPAIRS	
<b><u>RAMSAY WARD GARAGE</u></b>	\$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

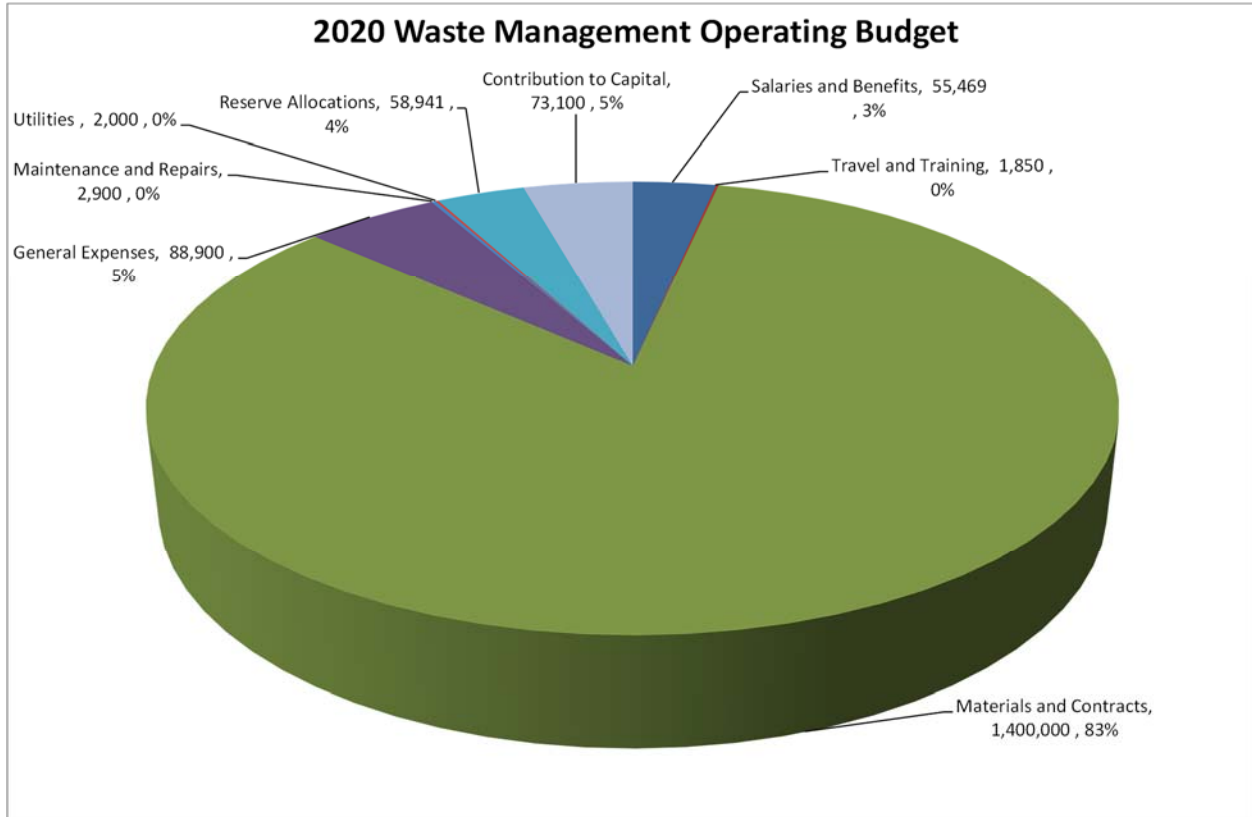
MAINTENANCE PERFORMED BY PUBLIC WORKS STAFF FOR OTHER DEPARTMENTS AND FOR MUNICIPALLY OWNED PROPERTIES

**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	
<b>Expenditures:</b>						
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
<b>Total Expenditures</b>	<b>1,702,535</b>	<b>1,654,380</b>	<b>28,780</b>	<b>1,683,160</b>	<b>1.74%</b>	
<b>Revenues</b>						
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						
<b>Total Revenues</b>	<b>1,702,535</b>	<b>1,654,380</b>	<b>28,780</b>	<b>1,683,160</b>	<b>1.74%</b>	
Net Levy	-	-	-	-	0.00%	

<b>WASTE MANAGEMENT</b>										
<b>2020 Budget</b>										
Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual (To Sept 30/19)	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>Revenue</b>										
1	Garbage Tags	- 8,000.00	- 6,500.00	- 1,500.00	23%	- 9,464.00	- 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%	- 700.92	- 814.20	- 580.56	- 502.68	- 226.56
4	Recycling Revenue	- 175,000.00	- 150,000.00	- 25,000.00	17%	- 111,040.02	- 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%	- 849.60	- 955.80	- 601.80	- 1,026.60	- 920.40
	<b>Total Revenue</b>	<b>- 1,683,160.00</b>	<b>- 1,654,380.00</b>	<b>- 28,780.00</b>	<b>2%</b>	<b>- 1,622,679.54</b>	<b>- 1,702,535.90</b>	<b>- 1,655,834.73</b>	<b>- 1,599,090.30</b>	<b>- 1,631,707.17</b>
<b>Expenditures</b>										
<b>Administration</b>										
7	Salaries, Wages & Benefits	39,469.00	38,891.00	578.00	1%	14,720.31	27,671.34	26,443.76	23,251.89	28,775.02
8	Travelling Expense	750.00	750.00	-	0%	19.20	610.50	359.65	-	433.31
9	Technical Courses	1,100.00	1,100.00	-	0%	-	490.72	55.00	-	216.33
	<b>Total</b>	<b>41,319.00</b>	<b>40,741.00</b>	<b>578.00</b>	<b>1%</b>	<b>14,739.51</b>	<b>28,772.56</b>	<b>26,858.41</b>	<b>23,251.89</b>	<b>29,424.66</b>
<b>Waste Collection</b>										
10	Waste Collection Labour	-	-	-	0%	6,800.00	12,619.52	-	328.68	-
11	Waste Collection Postage & Courier Services	4,500.00	4,500.00	-	0%	4,886.79	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%	887,101.78	1,299,716.17	1,303,068.99	1,226,091.15	1,225,888.74
	<b>Total</b>	<b>1,368,400.00</b>	<b>1,342,400.00</b>	<b>26,000.00</b>	<b>2%</b>	<b>900,068.71</b>	<b>1,317,448.45</b>	<b>1,307,519.17</b>	<b>1,231,149.06</b>	<b>1,230,025.18</b>
<b>Landfill Site</b>										
15	Landfill Site Labour	10,000.00	13,600.00	3,600.00	-26%	7,445.56	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%	996.68	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%	60,727.25	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%	392.20	851.25	663.95	1,624.10	1,015.50
23	Landfill Site Materials	25,000.00	25,000.00	-	0%	4,302.93	20,855.93	7,488.48	12,837.53	3,151.40
24	Landfill Site Contract	13,000.00	13,000.00	-	0%	8,197.77	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%	-	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%	-	165,972.59	165,834.44	153,882.79	186,864.56
	<b>Total</b>	<b>254,541.00</b>	<b>252,339.00</b>	<b>2,202.00</b>	<b>1%</b>	<b>82,064.30</b>	<b>340,755.98</b>	<b>310,781.71</b>	<b>324,756.35</b>	<b>351,941.11</b>
<b>Pak. Waste Recycle Depot</b>										
27	Pak. Waste Recycle Depot Labour	5,000.00	5,000.00	-	0%	3,689.89	5,573.51	4,813.71	8,460.24	7,182.75
28	Pak. Waste Recycle Depot Overtime	500.00	500.00	-	0%	-	-	209.38	241.70	878.29
29	Pak. Waste Recycle Depot Other S&R	1,700.00	1,700.00	-	0%	1,261.82	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%	-	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
	<b>Total</b>	<b>8,400.00</b>	<b>8,400.00</b>	<b>-</b>	<b>0%</b>	<b>4,951.71</b>	<b>8,127.12</b>	<b>6,898.59</b>	<b>11,457.87</b>	<b>11,520.49</b>

Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>Waste Diversion Program</b>										
32	Env. Advisory Committee			-	0%				80.94	33.08
33	Waste Diversion Program Promotional/Educational	10,000.00	10,000.00	-	0%	1,368.75	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	
	<b>Total</b>	<b>10,500.00</b>	<b>10,500.00</b>	<b>-</b>	<b>0%</b>	<b>1,368.75</b>	<b>7,431.79</b>	<b>3,776.85</b>	<b>8,475.33</b>	<b>8,795.73</b>
	<b>Total Expenditures</b>	<b>1,683,160.00</b>	<b>1,654,380.00</b>	<b>28,780.00</b>	<b>2%</b>	<b>1,003,192.98</b>	<b>1,702,535.90</b>	<b>1,655,834.73</b>	<b>1,599,090.50</b>	<b>1,631,707.17</b>
	<b>Net Waste Management</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>- 619,486.56</b>	<b>-</b>	<b>-</b>	<b>0.20</b>	<b>-</b>

## 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**

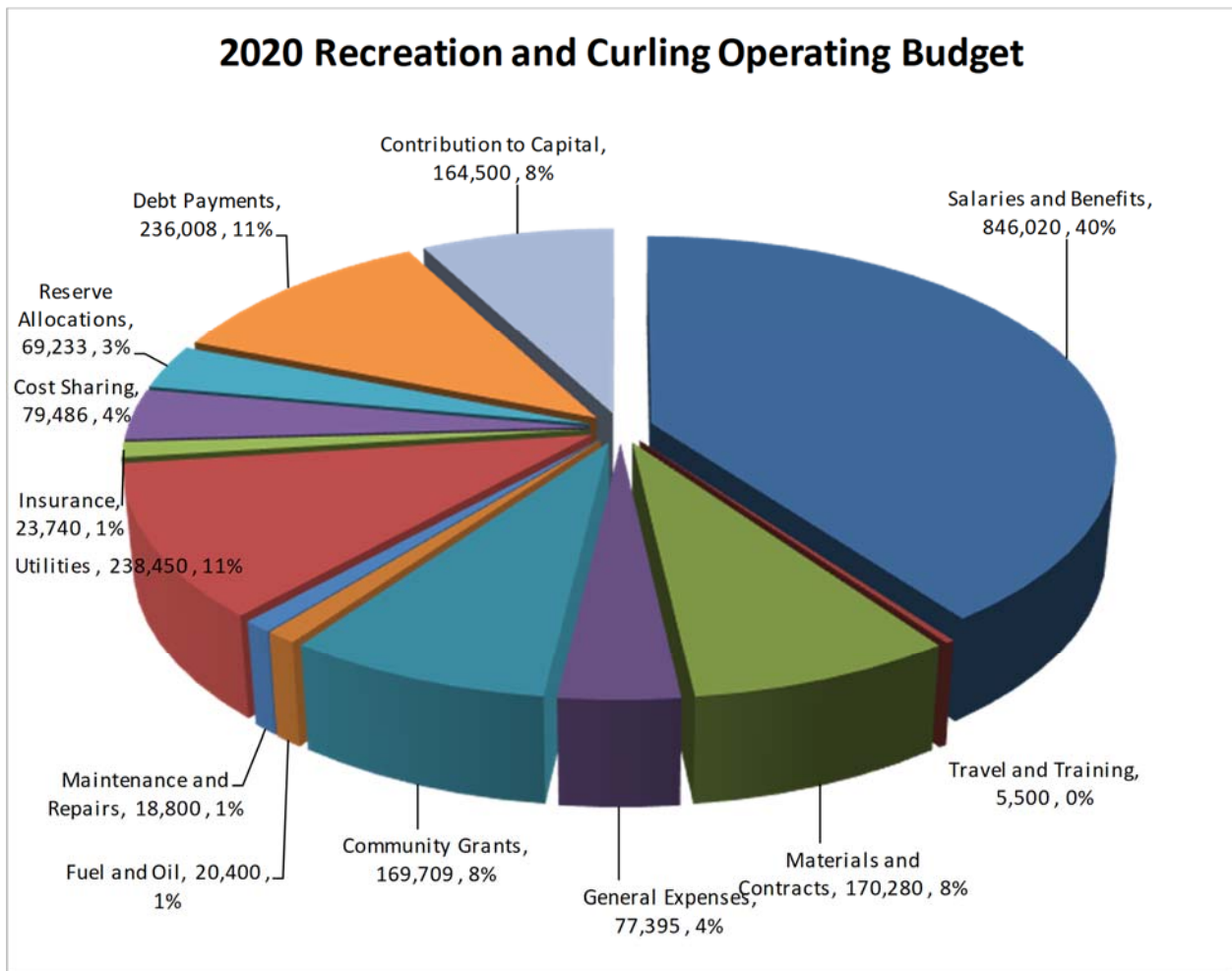
\$10,500.00

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	
		2019	2020	2020	% 2020	
	2018 Actual	Approved Budget	Program Change	Requested Budget	Requested/ 2019 Budget	
<b>Expenditures:</b>						
Remuneration, Salaries & Bene	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	2,327	79,486	3.02%	
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 resurfacer, Gemmill Park
Capital Expenditures	83,082	47,000	117,500	164,500	250.00%	Refer to capital budget
<b>Total Expenditures</b>	<b>1,860,946</b>	<b>1,897,704</b>	<b>221,817</b>	<b>2,119,521</b>	<b>11.69%</b>	
<b>Revenues</b>						
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%	
<b>Total Revenues</b>	<b>577,941</b>	<b>603,054</b>	<b>(16,889)</b>	<b>586,165</b>	<b>-2.80%</b>	
<b>Net Levy</b>	<b>1,283,005</b>	<b>1,294,650</b>	<b>238,706</b>	<b>1,533,356</b>	<b>18.44%</b>	

<b>RECREATION</b>										
<b>2020 Budget</b>										
		<b>2020</b>	<b>2019</b>	<b>\$</b>	<b>%</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
<b>Line #</b>	<b>Description</b>	<b>Budget</b>	<b>Budget</b>	<b>Change</b>	<b>Change</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
						(To Sept 30/19)				
1	Capital	164,500.00	47,000.00	117,500.00	250%		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%		109,329.23	229,683.81	171,082.85	113,828.54
3	Municipal Grant	1,299,623.00	1,173,847.00	125,776.00	11%	880,385.31	1,090,594.60	1,114,096.62	987,968.99	890,590.15
		1,533,356.00	1,294,650.00	238,706.00	18%	880,385.31	1,283,005.52	1,445,163.70	1,217,804.61	1,120,976.71

<b>RECREATION</b>										
<b>2020 Budget</b>										
Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
						(To Sept 30/19)				
<b>Revenues</b>										
<b>Federal Grants</b>										
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
<b>Total Federal Grants</b>		<b>300.00</b>	<b>2,800.00</b>	<b>2,500.00</b>	<b>-89%</b>	<b>300.00</b>	<b>300.00</b>	<b>3,500.00</b>	<b>2,300.00</b>	<b>1,620.00</b>
<b>Municipal Grants</b>										
4	Transfer from Reserves	-	-	-	0%	-	-	37,088.71	-	-
5	Reserve Funds	-	1,800.00	1,800.00	-100%	-	3,400.00	3,400.00	3,400.00	3,400.00
6	Municipal Grant	1,299,623.00	1,173,847.00	125,776.00	11%	880,385.31	1,090,594.60	1,114,096.62	987,968.99	890,589.95
<b>Total Municipal Grants</b>		<b>1,299,623.00</b>	<b>1,173,847.00</b>	<b>123,976.00</b>	<b>11%</b>	<b>880,385.31</b>	<b>1,093,994.60</b>	<b>1,154,585.33</b>	<b>991,368.99</b>	<b>893,989.95</b>
<b>Revenue-Almonte</b>										
7	Hall Rentals	25,500.00	33,500.00	8,000.00	-24%	17,076.91	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%	91,947.55	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%	2,312.14	9,595.74	7,420.21	8,772.08	6,603.09
11	Programs	10,100.00	12,600.00	2,500.00	-20%	3,247.76	11,209.68	79,491.67	66,580.46	26,754.10
12	Events	8,000.00	5,000.00	3,000.00	60%	2,651.44	9,507.34	7,190.13	13,972.68	11,140.62
<b>Total Revenues-Almonte</b>		<b>264,321.00</b>	<b>267,800.00</b>	<b>3,479.00</b>	<b>-1%</b>	<b>117,235.80</b>	<b>257,899.62</b>	<b>305,503.65</b>	<b>299,265.26</b>	<b>257,925.71</b>
<b>Sports Fields/Parks Revenue</b>										
13	Rent-Gemmill Ball Diamond	1,200.00	2,500.00	1,300.00	0%	1,061.38	1,831.56	1,821.71	1,532.03	667.51
14	Rent Gemmill Soccer Field	2,000.00	2,000.00	-	0%	-	816.46	2,194.35	2,332.10	1,381.77
15	Rent Snedden/Casey Ball Diamond	2,500.00	2,500.00	-	0%	-	2,217.24	2,632.96	2,739.05	2,656.40
16	Civitan Soccer Field	4,000.00	4,000.00	-	0%	-	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%	-	2,356.99	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%	3,124.55	2,793.81	2,342.98	2,114.77	1,602.78
20	Rent Cedar Hill Hall	2,000.00	2,000.00	-	0%	1,439.70	2,124.32	839.48	761.89	885.81
<b>Total Sports Fields/Parks Revenue</b>		<b>18,200.00</b>	<b>19,200.00</b>	<b>1,000.00</b>	<b>-5%</b>	<b>5,674.63</b>	<b>14,821.89</b>	<b>18,811.07</b>	<b>19,335.18</b>	<b>15,869.90</b>
<b>Revenue-Pakenham</b>										
21	Hall Rentals	38,500.00	43,500.00	5,000.00	-11%	16,451.69	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%	76,391.65	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%	5,350.50	8,709.00	9,289.42	6,591.30	4,072.12
25	Programs	22,500.00	28,000.00	5,500.00	-20%	20,659.81	22,605.83	25,890.50	25,305.00	26,193.19
26	Events	7,500.00	8,200.00	700.00	-9%	6,255.68	8,557.05	8,297.03	28,692.82	27,322.21
<b>Total Revenues-Pakenham</b>		<b>229,800.00</b>	<b>239,700.00</b>	<b>9,900.00</b>	<b>-4%</b>	<b>125,109.33</b>	<b>211,031.83</b>	<b>227,534.61</b>	<b>233,936.72</b>	<b>248,277.33</b>
<b>Total Revenues</b>		<b>1,812,244.00</b>	<b>1,705,147.00</b>	<b>107,097.00</b>	<b>6%</b>	<b>1,128,705.07</b>	<b>1,578,047.94</b>	<b>1,709,934.66</b>	<b>1,546,206.15</b>	<b>1,417,682.89</b>



Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
	<b>Expenditures</b>									
	<b>Salaries, Wages &amp; Benefits</b>									
27	Management Expenses	188,098.00	167,000.00	21,098.00	13%	115,542.03	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%	146,142.87	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%	12,966.83	34,620.84	22,175.26	22,143.99	22,807.58
	<b>Total</b>	<b>424,270.00</b>	<b>406,700.00</b>	<b>17,570.00</b>	<b>4%</b>	<b>274,651.73</b>	<b>377,812.47</b>	<b>376,094.79</b>	<b>372,617.02</b>	<b>347,983.09</b>
	<b>Recreation General Expenses</b>									
30	Labour	40,000.00	39,000.00	1,000.00	3%	18,393.89	28,083.92	57,578.09	35,443.66	26,107.91
31	Office Supplies	3,000.00	3,000.00	-	0%	1,290.88	4,031.83	2,543.30	1,756.99	2,476.80
32	Other M & S	2,000.00	2,000.00	-	0%	2,001.71	2,301.24	3,463.12	1,263.78	1,402.66
33	Postage & Courier Services	500.00	750.00	250.00	-33%	117.15	273.99	452.58	509.53	541.06
34	Telephone	10,000.00	10,000.00	-	0%	7,257.10	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%	250.00	505.00	1,823.25	739.00	3,156.62
37	Computer Services Expense	4,500.00	4,500.00	-	0%	318.00	15,258.85	607.60	1,755.00	4,099.06
38	Travelling Expense	2,000.00	2,000.00	-	0%	958.54	1,128.31	1,173.39	1,648.67	1,875.75
39	Memberships	1,500.00	1,500.00	-	0%	1,257.18	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%	76,021.92	123,172.18	108,005.18	114,219.79	114,223.90
45	Carleton Place Pool Grant	23,622.00	22,922.00	700.00	3%	11,461.00	21,537.00	17,839.00	17,323.00	19,660.00
46	Carleton Place Rec Grant	55,864.00	54,237.00	1,627.00	3%	26,659.00	49,667.00	45,546.00	41,186.00	39,972.00
	<b>Total Recreation General Expenses</b>	<b>390,244.00</b>	<b>326,773.00</b>	<b>63,471.00</b>	<b>19%</b>	<b>161,959.18</b>	<b>257,435.42</b>	<b>258,286.15</b>	<b>236,203.78</b>	<b>223,720.79</b>

Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>Almonte Arena Expenses</b>										
47	Utilities	107,000.00	109,000.00	- 2,000.00	-2%	43,242.85	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%	31.99	2,055.00	3,757.08	571.93	1,033.13
50	Lobby Cleaning	36,100.00	35,000.00	1,100.00	0%	26,931.74	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%	12,446.65	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%	4,072.17	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%	4,899.91	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%	7,311.27	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%	960.40	5,344.12	5,464.32	7,910.67	4,961.31
58	Locker Room Maintenance	20,150.00	20,150.00	-	0%	9,871.01	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%	22,643.28	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%	13,626.46	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%	3,585.13	6,546.37	11,839.95	14,456.12	10,617.73
	<b>Total Almonte Arena Expenses</b>	<b>279,596.00</b>	<b>286,864.00</b>	<b>- 7,268.00</b>	<b>-3%</b>	<b>155,760.03</b>	<b>296,381.06</b>	<b>291,739.14</b>	<b>280,689.94</b>	<b>291,389.91</b>
<b>Pakenham Arena Expenses</b>										
62	Utilities	73,000.00	74,000.00	- 1,000.00	-1%	40,722.68	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%	20,731.39	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%	8,342.82	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%	9,250.29	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%	22.53	1,997.75	3,530.32	4,128.27	6,000.44
68	Bleachers Maintenance	1,400.00	1,400.00	-	0%	738.06	1,647.46	1,157.88	1,123.56	1,331.65
69	Locker Room Maintenance	12,000.00	12,000.00	-	0%	6,842.57	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%	19,103.20	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%	3,446.90	4,473.30	5,497.32	725.00	12,689.89
72	Ice Resurfacer	4,500.00	4,500.00	-	0%	2,491.60	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%	7,185.33	14,876.65	16,011.65	14,535.08	12,947.81
	<b>Total Pakenham Arena Expenses</b>	<b>216,946.00</b>	<b>224,544.00</b>	<b>- 7,598.00</b>	<b>-3%</b>	<b>124,921.44</b>	<b>214,232.71</b>	<b>238,551.70</b>	<b>222,682.69</b>	<b>220,985.12</b>

Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>Sports Fields/Parks/Other Facilities</b>										
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%	2,998.79	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%	1,214.43	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%	4,534.55	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%	2,445.26	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%	1,820.84	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%	6,189.33	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%	10,905.68	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%	15,974.06	16,502.04	183.58	-	-
89	Gemmill Field House	3,150.00	3,650.00	500.00	-14%	1,617.51	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%	70.39	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%	8,458.45	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%	1,207.38	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	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%	37,253.48	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%	6,533.88	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%	2,481.49	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%	1,683.01	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%	3,261.86	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%	2,091.86	2,691.39	4,848.77	4,357.04	3,177.21
116	Almonte Outdoor Rink	500.00	500.00	-	0%	14.60	-	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
	<b>Total</b>	<b>199,852.00</b>	<b>184,478.00</b>	<b>15,374.00</b>	<b>8%</b>	<b>149,049.66</b>	<b>155,531.72</b>	<b>164,116.34</b>	<b>131,022.69</b>	<b>125,430.34</b>

Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>Vehicles and Equipment</b>										
120	Labour	9,150.00	10,150.00	- 1,000.00	-10%	2,014.18	2,351.61	6,502.96	8,477.20	4,721.54
121	M&R Parts	6,300.00	6,300.00	-	0%	4,288.85	4,279.51	4,863.31	11,792.49	5,516.95
122	Fuel and Oil	10,400.00	10,400.00	-	0%	7,889.98	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%	2,711.22	2,940.37	512.02	2,372.44	1,055.05
	<b>Total Vehicles and Equipment</b>	<b>26,750.00</b>	<b>27,750.00</b>	<b>- 1,000.00</b>	<b>-4%</b>	<b>17,409.48</b>	<b>20,253.31</b>	<b>24,162.38</b>	<b>31,787.87</b>	<b>22,087.26</b>
<b>Adult Dance</b>										
125	Instruction Costs	2,500.00	2,500.00	-	0%	2,050.00	3,350.00	4,940.00		
126	Advertising	-	-	-	0%					
	<b>Total</b>	<b>2,500.00</b>	<b>2,500.00</b>	<b>-</b>	<b>0%</b>	<b>2,050.00</b>	<b>3,350.00</b>	<b>4,940.00</b>		<b>-</b>
<b>Day Camp</b>										
127	Salaries	-	-	-	0%					650.00
128	Advertising	-	-	-	0%					
	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>					<b>650.00</b>
<b>Babysitting Course</b>										
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%					
	<b>Total</b>	<b>875.00</b>	<b>875.00</b>	<b>-</b>	<b>0%</b>	<b>150.00</b>	<b>300.00</b>	<b>300.00</b>	<b>961.25</b>	<b>685.50</b>
<b>Other Programs-Almonte</b>										
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%		255.00	1,434.00	1,078.64	1,646.28
	<b>Total</b>	<b>2,000.00</b>	<b>3,000.00</b>	<b>- 1,000.00</b>	<b>-33%</b>	<b>-</b>	<b>299.95</b>	<b>2,269.72</b>	<b>4,969.94</b>	<b>2,124.21</b>
<b>Swimming Program</b>										
134	Swimming Program-Salaries & Wages-Rec. Councillor	9,000.00	8,000.00	1,000.00	13%		8,714.08	6,266.90	6,725.66	6,091.33
135	Swimming Program-Materials & Supplies	6,000.00	6,000.00	-	0%	2,500.00	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
	<b>Total</b>	<b>15,100.00</b>	<b>14,100.00</b>	<b>1,000.00</b>	<b>7%</b>	<b>2,596.00</b>	<b>13,832.22</b>	<b>12,629.67</b>	<b>12,203.09</b>	<b>11,832.05</b>
	<b>Total Programs-Almonte</b>	<b>20,475.00</b>	<b>20,475.00</b>	<b>-</b>	<b>0%</b>	<b>4,796.00</b>	<b>17,782.17</b>	<b>20,139.39</b>	<b>18,134.28</b>	<b>15,291.76</b>
<b>Recreation Hockey</b>										
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
	<b>Total</b>	<b>600.00</b>	<b>600.00</b>	<b>-</b>	<b>0%</b>	<b>552.50</b>	<b>593.40</b>	<b>254.40</b>	<b>-</b>	<b>440.00</b>

Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>Soccer Program</b>										
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
<b>Other Programs-Pakenham</b>										
140	Other Programs-Materials & Supplies	100.00	100.00	-	0%	50.40	74.96			2,150.00
<b>Total Programs-Pakenham</b>		<b>3,550.00</b>	<b>2,550.00</b>	<b>1,000.00</b>	<b>39%</b>	<b>5,029.72</b>	<b>3,354.22</b>	<b>2,260.90</b>	<b>2,095.42</b>	<b>4,377.82</b>
<b>Canada Day</b>										
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%	13,396.42	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
<b>Total</b>		<b>17,000.00</b>	<b>17,000.00</b>	<b>-</b>	<b>0%</b>	<b>14,809.14</b>	<b>14,618.31</b>	<b>22,434.20</b>	<b>12,290.88</b>	<b>11,952.19</b>
<b>Light up the Night</b>										
144	Light up the Night-Labour	500.00	500.00	-	0%		399.86	449.76	232.17	
145	Light up the Night-Materials & Supplies	6,000.00	6,000.00	-	0%	153.00	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
<b>Total</b>		<b>7,500.00</b>	<b>7,500.00</b>	<b>-</b>	<b>0%</b>	<b>153.00</b>	<b>13,740.62</b>	<b>16,775.65</b>	<b>14,400.71</b>	<b>15,576.31</b>
<b>Santa Claus Parade</b>										
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%		860.25	428.00	260.66	
<b>Total</b>		<b>1,150.00</b>	<b>1,150.00</b>	<b>-</b>	<b>0%</b>	<b>-</b>	<b>1,224.63</b>	<b>1,249.23</b>	<b>690.41</b>	<b>209.00</b>
<b>Other Events-Almonte</b>										
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%	1,760.58	6,820.27	4,916.27	2,364.94	455.00
<b>Total</b>		<b>5,000.00</b>	<b>5,000.00</b>	<b>-</b>	<b>0%</b>	<b>2,707.04</b>	<b>8,459.38</b>	<b>7,026.03</b>	<b>3,798.36</b>	<b>3,943.29</b>
<b>MM at a Glance</b>										
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
<b>Total</b>		<b>1,300.00</b>	<b>1,300.00</b>	<b>-</b>	<b>0%</b>	<b>-</b>	<b>1,476.55</b>	<b>1,655.47</b>	<b>2,360.50</b>	<b>1,148.52</b>

Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
155	<b>Volunteer Appreciation Event</b>	500.00	500.00	-	0%	100.00	200.00	139.82	639.00	
	<b>Total Events-Almonte</b>	<b>32,450.00</b>	<b>32,450.00</b>	<b>-</b>	<b>0%</b>	<b>17,769.18</b>	<b>39,719.49</b>	<b>49,280.40</b>	<b>34,179.86</b>	<b>32,829.31</b>
	<b>St. Pat's Dance</b>									
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
	<b>Total</b>	<b>3,100.00</b>	<b>3,100.00</b>	<b>-</b>	<b>0%</b>	<b>2,612.08</b>	<b>7,002.55</b>	<b>2,674.84</b>	<b>2,733.98</b>	<b>2,250.86</b>
	<b>Home Show</b>									
159	Home Show-Labour	-	-	-	0%				1,237.49	1,991.84
160	Home Show-Materials & Supplies	-	-	-	0%				4,563.15	4,593.17
	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>				<b>5,800.64</b>	<b>6,585.01</b>
	<b>5 Span Jam</b>									
161	5 Span Jam-Materials & Supplies	-	-	-	0%					64.00
	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>					<b>64.00</b>
	<b>Canada Day</b>									
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
	<b>Total</b>	<b>8,450.00</b>	<b>8,450.00</b>	<b>-</b>	<b>0%</b>	<b>7,876.57</b>	<b>7,694.98</b>	<b>4,985.98</b>	<b>6,727.45</b>	<b>5,710.97</b>
	<b>Fall Fair</b>									
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%	7,351.74	7,346.48	5,510.45	6,542.61	5,402.77
167	Fall Fair-Advertising	2,200.00	2,200.00	-	0%	76.25	2,230.54	3,198.00	2,237.92	1,160.11
	<b>Total</b>	<b>10,700.00</b>	<b>10,700.00</b>	<b>-</b>	<b>0%</b>	<b>8,985.73</b>	<b>10,909.12</b>	<b>9,674.45</b>	<b>9,829.05</b>	<b>8,054.06</b>
	<b>Craft Show</b>									
168	Craft Show-Labour			-	0%					
169	Craft Show-Advertising			-	0%				- 1,300.00	
	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>			<b>-</b>	<b>- 1,300.00</b>	

Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>Santa Claus Parade</b>										
170	Santa Claus Parade-Labour	250.00	250.00	-	0%					
171	Santa Claus Parade-Materials & Supplies	2,100.00	2,100.00	-	0%		160.00	321.00	664.98	851.20
172	Santa Claus Parade-Advertising	500.00	500.00	-	0%		860.24	622.00	339.47	24.50
	<b>Total</b>	<b>2,850.00</b>	<b>2,850.00</b>	<b>-</b>	<b>0%</b>	<b>-</b>	<b>1,020.24</b>	<b>943.00</b>	<b>1,004.45</b>	<b>875.70</b>
<b>Other Events-Pakenham</b>										
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%					
	<b>Total</b>	<b>1,550.00</b>	<b>1,500.00</b>	<b>50.00</b>	<b>0%</b>	<b>512.15</b>	<b>1,020.59</b>	<b>4,894.91</b>	<b>4,010.49</b>	<b>639.61</b>
	<b>Total Events-Pakenham</b>	<b>26,650.00</b>	<b>26,600.00</b>	<b>50.00</b>	<b>0%</b>	<b>19,986.53</b>	<b>27,647.48</b>	<b>23,173.18</b>	<b>28,806.06</b>	<b>24,180.21</b>
<b>Other Recreation Expenses</b>										
176	Youth Centre	30,000.00	30,000.00	-	0%	18,624.79	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%	1,271.21	2,948.14	2,489.95	2,533.20	3,100.74
	<b>Total</b>	<b>172,609.00</b>	<b>150,223.00</b>	<b>22,386.00</b>	<b>15%</b>	<b>137,319.00</b>	<b>148,032.59</b>	<b>234,886.83</b>	<b>156,581.81</b>	<b>95,107.53</b>
	<b>Total Expenditures</b>	<b>1,793,392.00</b>	<b>1,689,407.00</b>	<b>103,985.00</b>	<b>6%</b>	<b>1,068,651.95</b>	<b>1,558,182.64</b>	<b>1,682,691.20</b>	<b>1,514,801.42</b>	<b>1,403,383.14</b>
	<b>Net Recreation Fund</b>	<b>- 18,852.00</b>	<b>- 15,740.00</b>	<b>- 3,112.00</b>		<b>- 60,053.12</b>	<b>- 19,865.30</b>	<b>- 27,243.46</b>	<b>- 31,404.73</b>	<b>- 14,299.75</b>

<b>CURLING</b>										
<b>2020 Budget</b>										
Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
						(To Sept 30/19)				
	<b>Revenues</b>									
	<b>Food/Liquor</b>									
1	Beverage Sales	- 37,000.00	- 31,000.00	- 6,000.00	19%	- 29,188.78	- 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
	<b>Total</b>	<b>- 37,000.00</b>	<b>- 34,500.00</b>	<b>- 2,500.00</b>	<b>7%</b>	<b>- 29,188.78</b>	<b>- 53,138.06</b>	<b>- 32,680.51</b>	<b>- 31,075.81</b>	<b>- 28,478.78</b>
	<b>Rental Revenues</b>									
3	Curling Lounge Rental	- 2,500.00	- 2,500.00	-	0%	- 245.80	- 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%	- 16,127.01	- 33,880.80	- 30,858.51	- 30,094.08	- 29,426.51
7	Curling Rink Advertising	-	-	-	#DIV/0!				- 400.00	- 300.00
	<b>Total</b>	<b>- 36,544.00</b>	<b>- 37,254.00</b>	<b>710.00</b>	<b>-2%</b>	<b>- 20,334.81</b>	<b>- 37,349.76</b>	<b>- 31,664.41</b>	<b>- 32,926.42</b>	<b>- 31,387.08</b>
	<b>Total Revenues</b>	<b>- 73,544.00</b>	<b>- 71,754.00</b>	<b>- 1,790.00</b>	<b>2%</b>	<b>- 49,523.59</b>	<b>- 90,487.82</b>	<b>- 64,344.92</b>	<b>- 64,002.23</b>	<b>- 59,865.86</b>
	<b>Expenditures</b>									
	<b>Curling General Expenses</b>									
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%	26,920.43	34,648.38	27,731.46	35,701.37	24,186.80
	<b>Total</b>	<b>42,646.00</b>	<b>41,544.00</b>	<b>1,102.00</b>	<b>3%</b>	<b>32,964.50</b>	<b>39,889.98</b>	<b>34,749.39</b>	<b>43,199.19</b>	<b>30,975.80</b>
	<b>Curling Misc. Maint.</b>									
11	Curling Misc. Maint.-Labour	100.00	500.00	- 400.00	0%		78.00			
	<b>Curling Lounge Setup/Cleanup</b>									
12	Curling Lounge Setup/Cleanup-Labour	-	-	-	0%	116.20				
13	Curling Lounge Setup/Cleanup-Materials & Supplies	-	-	-	0%			75.52	302.35	
	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>116.20</b>	<b>-</b>	<b>75.52</b>	<b>302.35</b>	<b>-</b>



Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>Curling Ice Rental Lounge Maint.</b>										
14	Curling Ice Rental Lounge Maint.-Labour	10,000.00	7,000.00	3,000.00	43%	9,314.63	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%	1,258.86	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%					
	<b>Total</b>	<b>14,000.00</b>	<b>8,500.00</b>	<b>5,500.00</b>	<b>65%</b>	<b>10,573.49</b>	<b>14,851.35</b>	<b>8,652.22</b>	<b>8,665.06</b>	<b>7,238.12</b>
<b>Curling Ice Rental Locker Maint.</b>										
17	Curling Ice Rental Locker Maint.-Labour	1,800.00	1,800.00	-	0%	2,529.65	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%		1,324.24	1,202.08	444.86	1,523.60
	<b>Total</b>	<b>2,200.00</b>	<b>2,200.00</b>	<b>-</b>	<b>0%</b>	<b>2,529.65</b>	<b>4,512.92</b>	<b>2,609.60</b>	<b>2,010.23</b>	<b>3,344.19</b>
<b>Curling Ice Rental Surface Maint.</b>										
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%	250.00	2,246.20	2,594.20	2,643.87	3,191.02
21	Curling Ice Rental Surface Maint.-Contract R&M			-	0%					
	<b>Total</b>	<b>3,800.00</b>	<b>4,250.00</b>	<b>450.00</b>	<b>-11%</b>	<b>250.00</b>	<b>2,729.29</b>	<b>4,387.12</b>	<b>3,517.60</b>	<b>3,519.40</b>
<b>Curling Ice Plant</b>										
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%	377.50	9,407.35	11,365.70	2,675.00	641.00
	<b>Total</b>	<b>4,500.00</b>	<b>5,100.00</b>	<b>600.00</b>	<b>-12%</b>	<b>377.50</b>	<b>9,407.35</b>	<b>13,530.67</b>	<b>4,999.36</b>	<b>1,164.91</b>
<b>Curling Ice Scraper</b>										
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			
	<b>Total</b>	<b>-</b>	<b>250.00</b>	<b>250.00</b>	<b>-100%</b>	<b>-</b>	<b>1,392.75</b>	<b>-</b>	<b>169.93</b>	<b>169.99</b>
<b>Curling Bar</b>										
28	Curling Bar-Labour	12,000.00	12,000.00	-	0%	7,957.06	12,724.36	12,256.36	11,612.51	8,219.77
29	Curling Bar-Employee Benefits	900.00	900.00	-	0%	718.33	1,103.30	767.34	713.09	926.31
30	Curling Bar-Other M & S	100.00	100.00	-	0%	3.76	156.99	51.50	42.49	24.20
31	Curling Bar-Food Purchases	1,000.00	1,000.00	-	0%	411.04	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%	7,632.14	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%	735.96	1,050.06	1,209.02	1,097.00	863.93
34	Curling Bar-Misc. Equipment Expense	150.00	150.00	-	0%		200.00	-	856.31	
	<b>Total</b>	<b>25,150.00</b>	<b>25,150.00</b>	<b>-</b>	<b>0%</b>	<b>17,458.29</b>	<b>37,481.48</b>	<b>27,583.86</b>	<b>26,377.81</b>	<b>20,186.09</b>
	<b>Total Expenditures</b>	<b>92,396.00</b>	<b>87,494.00</b>	<b>4,902.00</b>	<b>6%</b>	<b>64,269.63</b>	<b>110,343.12</b>	<b>91,588.38</b>	<b>89,241.53</b>	<b>66,598.50</b>
	<b>Net Curling Fund</b>	<b>18,852.00</b>	<b>15,740.00</b>	<b>3,112.00</b>	<b>20%</b>	<b>14,746.04</b>	<b>19,855.30</b>	<b>27,243.46</b>	<b>25,239.30</b>	<b>6,732.64</b>

## **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**

\$1,299,623.00

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**

\$229,80000

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

<b><u>OFFICE SUPPLIES</u></b>	\$3,000.00
PAPER, ENVELOPES, TONER ETC.	
<b><u>OTHER MATERIALS &amp; SUPPLIES</u></b>	\$ 2,000.00
MISCELLANEOUS ITEMS THAT CAN'T BE PLACED ELSEWHERE	
<b><u>POSTAGE &amp; COURIER</u></b>	\$500.00
<b><u>TELEPHONE</u></b>	\$10,000.00
PHONE LINES, CELL PHONES	
<b><u>OTHER PROFESSIONAL FEES</u></b>	\$1,500.00
FEES PAID FOR BOOKING SOFTWARE	
<b><u>COMPUTER SERVICES EXPENSE</u></b>	\$4,500.00
IT SUPORT COSTS	
<b><u>TRAVELLING EXPENSE</u></b>	\$2,000.00
MILEAGE	
<b><u>MEMBERSHIPS</u></b>	\$1,500.00
ANNUAL MEMBERSHIPS TO RECREATION ASSOCIATIONS	
<b><u>ASSOCIATION &amp; CONVENTION</u></b>	\$2,000.00
TRAINING FOR STAFF	
<b><u>OTHER SERVICES &amp; RENTS</u></b>	\$750.00
<b><u>RENTALS &amp; MAINTENAANCE</u></b>	\$10,000.00
ALARM MONITORING, ELEVATOR MAINTENANCE, FIRE EXTIGUISHER INSPECTION, SNOW REMOVAL,ETC.	
<b><u>LOAN PAYMENTS</u></b>	\$236,008.00
LONG TERM DEBT REPAYMENTS ON ALMONTE COMMUNITY CENTRE, STEWART COMMUNITY CENTRE AND ICE RESURFACER	
<b><u>CARLETON PLACE POOL GRANT</u></b>	\$23,622.00
COST SHARING AGREEMENT FOR POOL	

**CARLETON PLACE RECREATION GRANT** \$55,864.00

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 FOODE 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

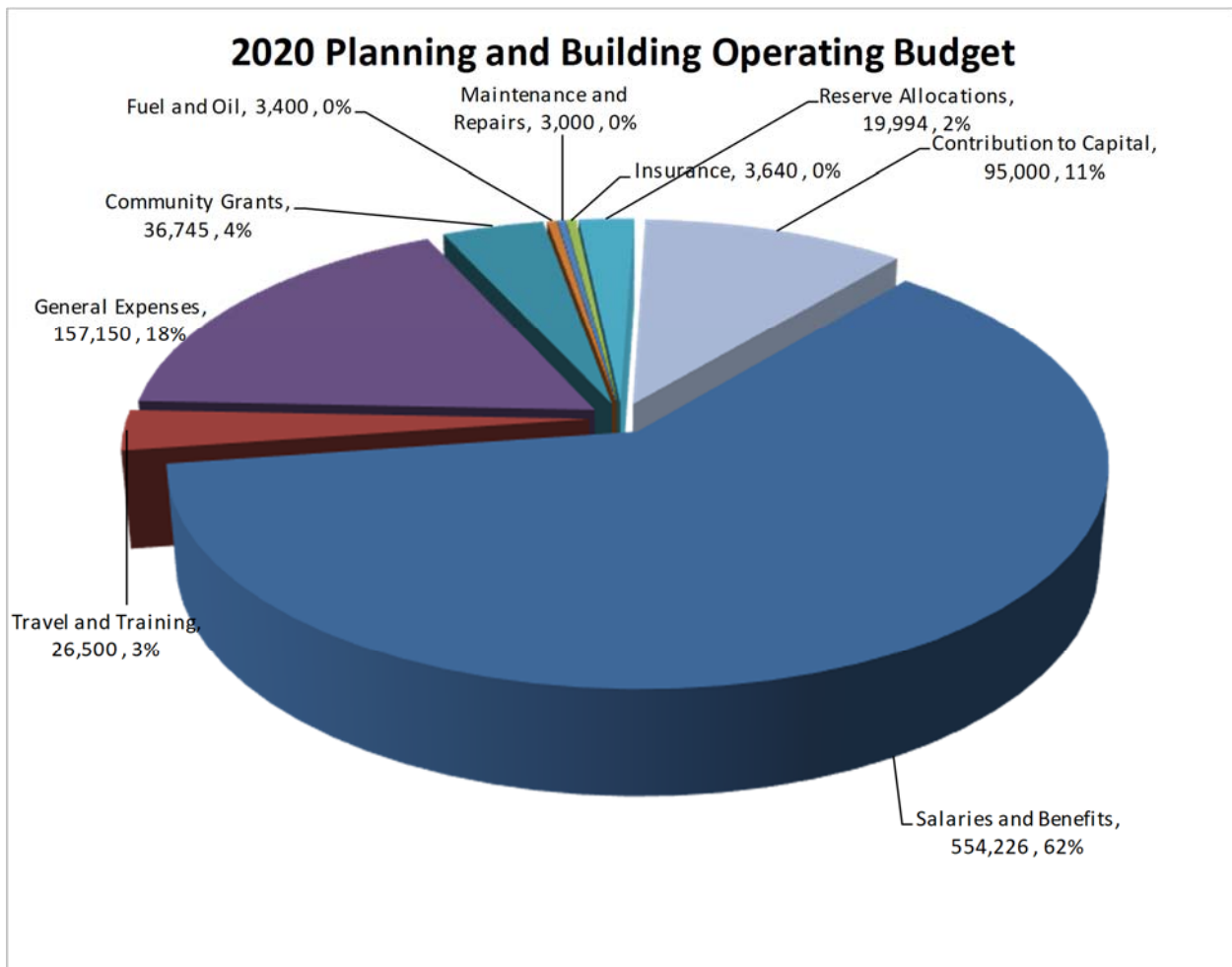
**CURLING BAR EXPENSES** \$25,150.00

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	
<b>Expenditures:</b>						
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
<b>Total Expenditures</b>	<b>318,805</b>	<b>272,507</b>	<b>116,503</b>	<b>389,010</b>	<b>42.75%</b>	
<b>Revenues</b>						
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						
<b>Total Revenues</b>	<b>82,050</b>	<b>100,000</b>	<b>10,000</b>	<b>110,000</b>	<b>10.00%</b>	
<b>Net Levy</b>	<b>236,755</b>	<b>172,507</b>	<b>106,503</b>	<b>279,010</b>	<b>61.74%</b>	



<b>PLANNING</b>										
<b>2020 Budget</b>										
		<b>2020</b>	<b>2019</b>	<b>\$</b>	<b>%</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
<b>Line #</b>	<b>Description</b>	<b>Budget</b>	<b>Budget</b>	<b>Change</b>	<b>Change</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
						(To Sept 30/19)				
1	Salaries, Wages & Benefits	249,560.00	225,157.00	24,403.00	11%	152,964.04	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%	426.31				
4	Materials & Supplies	2,000.00	2,000.00	-	0%	2,682.19	4,875.78	3,734.67	1,711.44	2,091.63
5	Postage & Courier Services	800.00	800.00	-	0%	1,066.92	4,485.44	1,260.89	933.91	1,387.71
6	Telephone	1,800.00	700.00	1,100.00	157%	726.04	934.46	623.90	635.26	917.45
7	Legal Fees	8,000.00	12,000.00	- 4,000.00	-33%	8,879.62	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%	6,563.18				
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%	821.76	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
	<b>Total Expenditures</b>	<b>389,010.00</b>	<b>272,507.00</b>	<b>116,503.00</b>	<b>43%</b>	<b>178,870.98</b>	<b>318,805.13</b>	<b>351,034.76</b>	<b>321,922.06</b>	<b>352,309.26</b>

**PLANNING BUDGET  
2020**

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

<b>BUILDING DEPARTMENT</b>										
<b>2020 Budget</b>										
Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual (To Sept 30/19)	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>Revenue</b>										
1	Building Admin. Fees	- 15,000.00	- 15,000.00	-	0%	- 15,025.00	- 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%	- 2,400.00	- 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%	- 410,497.27	- 604,302.65	- 564,717.91	- 412,505.01	- 337,250.27
4	Contract Fees	-	-	-	0%	- 7,586.88				
5	Transfer from Reserves		- 8,765.00	8,765.00	0%					- 12,810.86
		<b>- 469,900.00</b>	<b>- 446,030.00</b>	<b>- 23,870.00</b>	<b>5%</b>	<b>- 435,509.15</b>	<b>- 615,197.65</b>	<b>- 595,632.94</b>	<b>- 424,548.89</b>	<b>- 359,694.18</b>
<b>Expenditures</b>										
6	Salaries, Wages & Benefits	303,666.00	346,665.00	- 42,999.00	-12%	245,850.01	332,253.08	283,659.29	289,530.30	292,846.26
7	Office Supplies	4,200.00	3,900.00	300.00	8%	4,470.80	3,842.24	2,782.84	1,500.41	2,200.85
8	Postage & Courier Services	800.00	500.00	300.00	60%	782.70	622.10	224.13	699.72	504.96
9	Telephone	2,900.00	2,900.00	-	0%	2,866.73	3,628.86	1,921.99	1,894.17	1,245.38
10	Legal Fees	5,000.00		5,000.00	#DIV/0!	2,152.75	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%	5,500.59	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%	139.02	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%	388.94	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%	2,693.19	1,278.66	2,802.32	1,609.40	1,248.78
20	Personnel (Clothing, Etc.)	2,800.00	2,800.00	-	0%	147.07	1,398.21	858.91	376.87	365.43
21	Personnel (Courses/Memberships, Etc.)	6,000.00	6,800.00	- 800.00	-12%	5,369.96	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%	3,104.35	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%		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%		193,598.59	202,002.98	60,937.86	6,000.00
	<b>Total Expenditures</b>	<b>469,900.00</b>	<b>446,030.00</b>	<b>23,870.00</b>	<b>5%</b>	<b>277,897.87</b>	<b>615,197.65</b>	<b>595,632.94</b>	<b>424,548.89</b>	<b>359,694.18</b>
	<b>Net Building Dept.</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>- 157,611.28</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**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

<b><u>ASSOCIATION &amp; CONVENTION</u></b>	\$3,500.00
INCLUDES REGISTRATION FEES, MEALS AND ACCOMMODATION AT BUILDING RELATED CONFERENCES	
<b><u>INSURANCE</u></b>	\$3,640.00
VEHICLE & LIABILITY INSURANCE	
<b><u>MISCELLANEOUS VEHICLE EXPENSE</u></b>	\$3,000.00
LICENSES, MAINTENANCE, ETC.	
<b><u>PERSONNEL (CLOTHING, ETC.)</u></b>	\$2,800.00
BOOT ALLOWANCE, PROTECTIVE CLOTHING AND EQUIPMENT	
<b><u>PERSONNEL (COURSES, ETC.)</u></b>	\$6,000.00
TRAINING FOR STAFF ON BUILDING CODE REQUIREMENTS, PROFESSIONAL DEVELOPMENT	
<b><u>FUEL &amp; OIL</u></b>	\$3,400.00
FOR BUILDING DEPT. VEHICLES	
<b><u>ADMIN. COSTS ALLOCATED</u></b>	\$60,000.00
ADMINISTRATION COSTS ALLOCATED TO BUILDING DEPARTMENT PER BILL 124 (SEE ADMINISTRATION BUDGET)	
<b><u>TO RESERVES</u></b>	\$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	
<b>Expenditures:</b>						
Remuneration, Salaries & Benefits	975	1,150	(150)	1,000	-13.04%	Honorarium
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						
<b>Total Expenditures</b>	<b>12,677</b>	<b>39,750</b>	<b>995</b>	<b>40,745</b>	<b>2.50%</b>	
<b>Revenues</b>						
Grants						
User Fees						
Other Fees & Charges						
Transfer from Reserves		-		-	0.00%	
Transfer from DCs						
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	
<b>Net Levy</b>	<b>12,677</b>	<b>39,750</b>	<b>995</b>	<b>40,745</b>	<b>2.50%</b>	



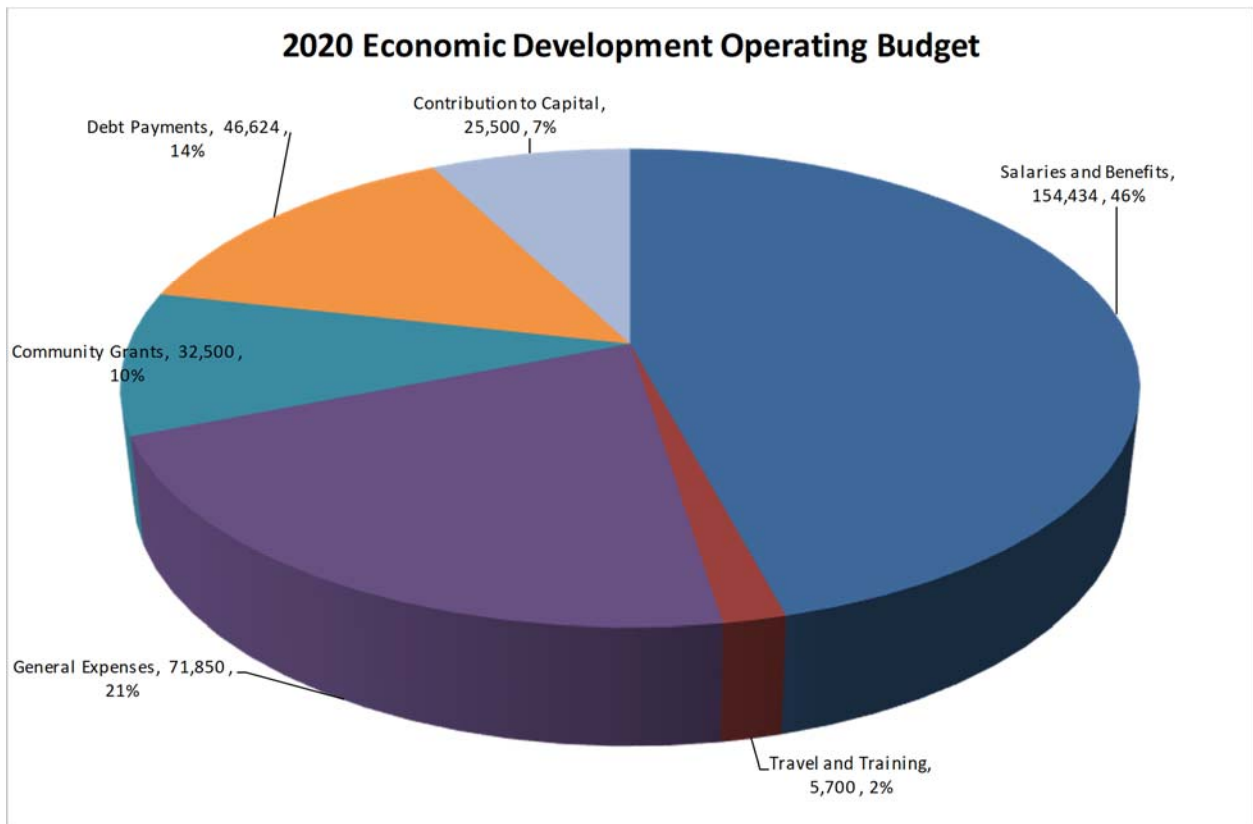
<b>HERITAGE COMMITTEE</b>										
<b>2020 Budget</b>										
		<b>2020</b>	<b>2019</b>	<b>\$</b>	<b>%</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
<b>Line #</b>	<b>Description</b>	<b>Budget</b>	<b>Budget</b>	<b>Change</b>	<b>Change</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
						(To Sept 30/19)				
1	Honarariums	1,000.00	1,150.00	- 150.00	-13%	375.00	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%			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%		6,410.50	12,460.00	9,755.00	9,455.00
10	Heritage grant program	20,000.00	20,000.00	-		10,069.09	4,021.26	7,363.29		
		<b>40,745.00</b>	<b>39,750.00</b>	<b>995.00</b>	<b>3%</b>	<b>11,633.09</b>	<b>12,676.63</b>	<b>22,996.95</b>	<b>12,535.46</b>	<b>11,704.52</b>

**HERITAGE BUDGET  
2020**

<b><u>HONORARIUMS</u></b>	\$1,000.00
RESEARCHER, MEETING ATTENDANCE	
<b><u>MATERIALS &amp; SUPPLIES</u></b>	\$500.00
PURCHASE OF LETTERHEAD, OFFICE & MISCELLANEOUS SUPPLIES, POSTAGE, PHOTOCOPYING, PHOTO DEVELOPING & FILM, NEWSLETTER PRINTING, ETC.	
<b><u>OTHER PROFESSIONAL FEES</u></b>	\$500.00
COSTS ASSOCIATED WITH DESIGNATING A PROPERTY, ARCHITECTURAL AWARDS PROGRAM	
<b><u>TRAVELLING EXPENSES</u></b>	\$1,000.00
MILEAGE, ACCOMODATION, MEAL EXPENSES	
<b><u>ASSOCIATION &amp; CONVENTION</u></b>	\$1,000.00
MEMBERSHIPS AND WORKSHOP REGISTRATION	
<b><u>TAX RELIEF PROGRAM</u></b>	\$16,745.00
PER BY-LAW AND THE MUNICIPAL ACT	
<b><u>HERITAGE GRANT PROGRAM</u></b>	\$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	
<b>Expenditures:</b>						
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%	
<b>Revenues</b>						
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 ECONOMIC DEVELOPMENT BUDGET  
2020**

<b><u>SALARIES, WAGES &amp; BENEFITS</u></b>	\$154,434.00
FOR COMMUNITY CO-ORDINATOR, ADMINISTRATION ASSISTANCE, SUMMER STUDENT INCLUDING THE ASSOCIATED BENEFITS	
<b><u>OFFICE SUPPLIES</u></b>	\$300.00
GENERAL OFFICE SUPPLIES	
<b><u>PUBLICATIONS</u></b>	\$500.00
SUBSCRIPTIONS TO ECONOMIC DEVELOPMENT MATERIALS	
<b><u>OTHER MATERIALS &amp; SUPPLIES</u></b>	\$300.00
MISC. ITEMS THAT CANNOT BE PLACED ELSEWHERE	
<b><u>POSTAGE &amp; COURIER</u></b>	\$150.00
<b><u>TELEPHONE</u></b>	\$1,600.00
CELL PHONE	
<b><u>OTHER PROFESSIONAL FEES</u></b>	\$1,000.00
EVENT PUBLICITY PROGRAM, MEDIA PACKAGE OTHER CONSULTING, BUSINESS DATABASE UPDATE	
<b><u>TRAVELLING EXPENSE</u></b>	\$1,200.00
MILEAGE	
<b><u>MEMBERSHIPS</u></b>	\$1,500.00
MEMBERSHIPS-OTCA, EDAC, MMCC, PBTA, PITCH IN CANADA, CHAMBER	
<b><u>ASSOCIATION &amp; CONVENTION</u></b>	\$3,000.00
OEMC CONFERENCE INCLUDING REGISTRATION, MEALS & ACCOMMODATION	
<b><u>PROMOTION</u></b>	\$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
<b>Expenditures:</b>					
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					
<b>Total Expenditures</b>	<b>30,500</b>	<b>31,400</b>	<b>1,100</b>	<b>32,500</b>	<b>3.50%</b>
<b>Revenues</b>					
Grants					
User Fees					
Other Fees & Charges					
Transfer from Reserves					
Transfer from DCs					
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Net Levy</b>	<b>30,500</b>	<b>31,400</b>	<b>1,100</b>	<b>32,500</b>	<b>3.50%</b>

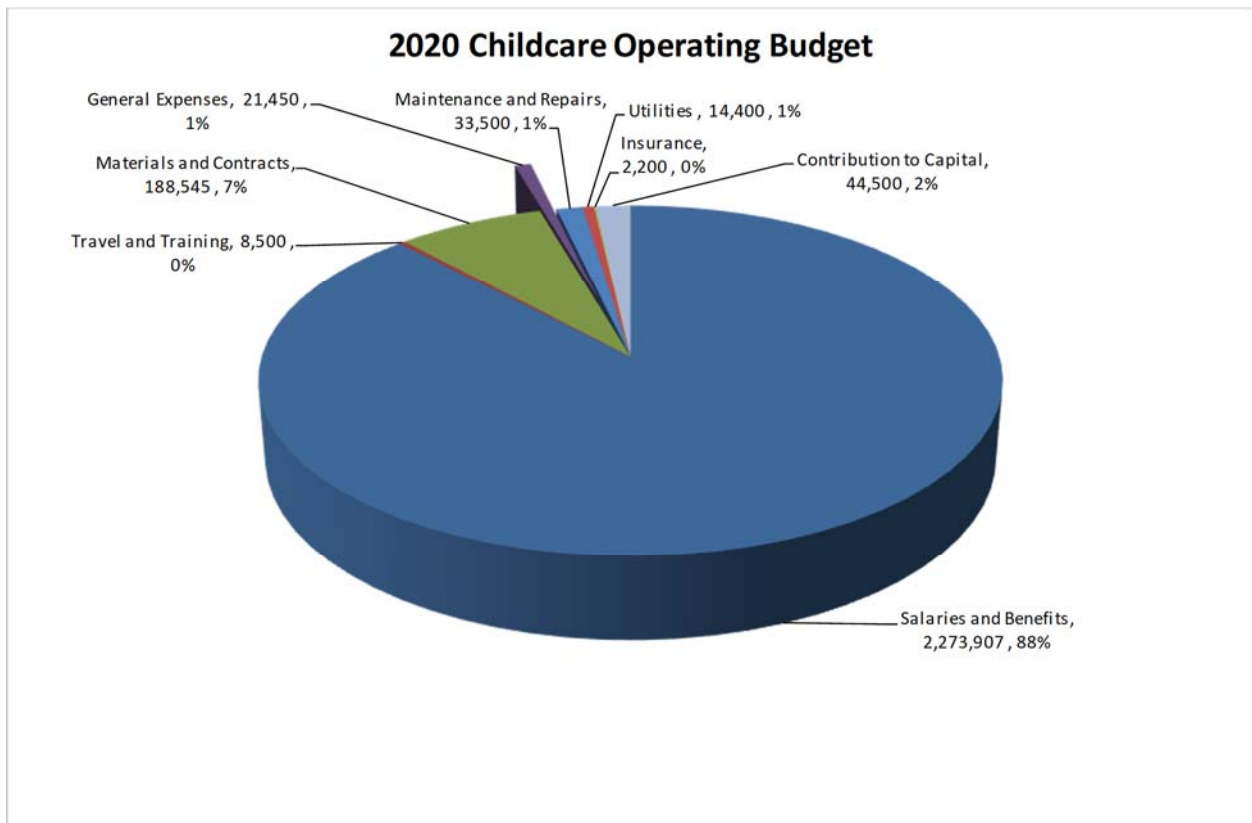
<b>OTHER CULTURAL-MUNICIPAL GRANTS</b>										
<b><i>2020 Budget</i></b>										
		<b>2020</b>	<b>2019</b>	<b>\$</b>	<b>%</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
<b>Line #</b>	<b>Description</b>	<b>Budget</b>	<b>Budget</b>	<b>Change</b>	<b>Change</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
						(To Sept 30/19)				
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
		<b>32,500.00</b>	<b>31,400.00</b>	<b>1,100.00</b>	<b>4%</b>	<b>32,110.00</b>	<b>30,500.00</b>	<b>27,200.00</b>	<b>38,200.00</b>	<b>26,000.00</b>



## 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	
<b>Expenditures:</b>						
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	5,700	21,450	36.19%	
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	(8,500)	44,500	-16.04%	See capital budget
<b>Total Expenditures</b>	<b>2,078,253</b>	<b>2,199,374</b>	<b>387,628</b>	<b>2,587,002</b>	<b>17.62%</b>	
<b>Revenues</b>						
Grants	939,195	716,242	(91,244)	624,998	-12.74%	Funds from County of Lanark for Fee subsidy, wage subsidy and mitigatio
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		-	90,861	90,861	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
<b>Total Revenues</b>	<b>2,048,253</b>	<b>2,138,617</b>	<b>373,964</b>	<b>2,512,581</b>	<b>17.49%</b>	
Net Levy	30,000	60,757	13,664	74,421	22.49%	

<b>DAYCARE</b>										
<b>2020 Budget</b>										
		<b>2020</b>	<b>2019</b>	<b>\$</b>	<b>%</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
<b>Line #</b>	<b>Description</b>	<b>Budget</b>	<b>Budget</b>	<b>Change</b>	<b>Change</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
						(To Sept 30/19)				
1	Capital	44,500.00	53,000.00	- 8,500.00	0%		14,327.79	1,878.88	20,765.44	6,803.07
2	Transfers to Reserves			-	0%		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%	5,817.78	- 325,294.45	- 43,979.22	13,125.00	- 50,503.84
		<b>74,421.00</b>	<b>60,757.00</b>	<b>13,664.00</b>	<b>22%</b>	<b>5,817.78</b>	<b>30,000.00</b>	<b>61,881.54</b>	<b>37,490.44</b>	<b>- 39,100.77</b>

<b>DAYCARE</b>										
<b>2020 Budget</b>										
Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual (To Sept 30/19)	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>Revenues</b>										
1	Parent Full Fees	- 1,768,700.00	- 1,396,200.00	- 372,500.00	27%	- 883,816.27	- 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%	- 207,459.25	- 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%	- 370,850.07	- 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%	- 5,817.78	325,294.45	43,979.22	13,125.00	50,503.84
5	Miscellaneous Revenue	- 5,000.00	- 5,000.00	-	0%	- 2,581.18	- 4,818.71	- 2,951.85	- 4,151.93	- 3,482.00
6	Reserves	- 90,861.00	-	- 90,861.00	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
<b>Total Revenues</b>		<b>- 2,542,502.00</b>	<b>- 2,146,374.00</b>	<b>- 396,128.00</b>	<b>18%</b>	<b>- 1,470,524.55</b>	<b>- 1,722,958.47</b>	<b>- 1,596,477.25</b>	<b>- 1,483,526.15</b>	<b>- 1,337,686.72</b>
<b>Salaries &amp; Benefits</b>										
8	Salaries, Wages & Benefits	<b>2,273,907.00</b>	<b>1,935,294.00</b>	<b>338,613.00</b>	<b>17%</b>	<b>1,304,204.23</b>	<b>1,552,689.06</b>	<b>1,461,222.69</b>	<b>1,348,465.12</b>	<b>1,214,045.97</b>
<b>Materials &amp; Supplies</b>										
9	Office Supplies	7,000.00	5,000.00	2,000.00	40%	1,289.57	5,876.27	3,814.43	4,428.15	2,308.38
10	Programs	50,000.00	42,000.00	8,000.00	19%	21,694.15	35,541.94	23,555.90	31,986.67	26,048.51
11	Repairs & Maintenance	4,000.00	4,000.00	-	0%	2,720.58	4,040.79	2,890.01	2,260.95	2,407.13
12	Food	95,000.00	70,000.00	25,000.00	36%	49,126.14	63,462.08	51,517.63	49,011.67	47,165.94
13	Staff Gift	1,250.00	750.00	500.00	0%	-	550.00	300.00	188.62	550.00
14	Equipment	6,000.00	4,000.00	2,000.00	50%	1,145.82	1,135.47	284.91	485.94	-
15	Cleaning	2,500.00	2,500.00	-	0%	283.54	1,281.29	507.40	1,215.88	1,765.93
16	Kitchen	7,000.00	3,500.00	3,500.00	100%	30.51	862.51	1,014.09	1,901.74	889.82
<b>Total</b>		<b>172,750.00</b>	<b>131,750.00</b>	<b>41,000.00</b>	<b>31%</b>	<b>76,290.31</b>	<b>112,750.35</b>	<b>83,884.37</b>	<b>91,479.62</b>	<b>81,135.71</b>

Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
	<b>Services &amp; Rents</b>									
17	Utilities	14,400.00	13,800.00	600.00	4%	7,133.88	11,986.79	12,277.43	12,895.62	12,272.55
18	Telephone	5,500.00	4,500.00	1,000.00	22%	2,708.64	2,961.97	3,230.04	2,897.17	3,044.91
19	Other Professional Fees	1,700.00	1,500.00	200.00	13%	2,303.05	75.00	10,460.28	1,150.50	300.00
20	Computer Services Expense	3,000.00	1,500.00	1,500.00		1,565.89	3,496.34	475.00	180.00	2,954.34
21	Travelling Expense	3,500.00	2,500.00	1,000.00	40%	755.80	2,177.18	1,776.96	1,886.39	1,491.60
22	Conferences	5,000.00	5,000.00	-	0%	1,581.32	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%	9,865.81	17,284.90	16,465.07	13,241.28	12,642.99
26	Bad Debts & Collection Costs	1,000.00	1,000.00	-	0%	310.52	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%					
	<b>Total</b>	<b>95,845.00</b>	<b>79,330.00</b>	<b>16,515.00</b>	<b>21%</b>	<b>29,580.81</b>	<b>57,519.06</b>	<b>51,367.53</b>	<b>43,581.41</b>	<b>42,505.04</b>
	<b>Total Expenditures</b>	<b>2,542,502.00</b>	<b>2,146,374.00</b>	<b>396,128.00</b>	<b>18%</b>	<b>1,410,075.35</b>	<b>1,722,958.47</b>	<b>1,596,474.59</b>	<b>1,483,526.15</b>	<b>1,337,686.72</b>
	<b>Net Difference</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>- 60,449.20</b>	<b>-</b>	<b>2.66</b>	<b>-</b>	<b>-</b>

**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** \$21,510.00

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.

<b><u>REPAIRS &amp; MAINTENANCE</u></b>	\$4,000.00
INCLUDES GENERAL REPAIR ITEMS	
<b><u>FOOD</u></b>	\$95,000.00
SUPPLY OF MEALS AND SNACKS FOR THE CENTRE AND THE SCHOOL PROGRAMS	
<b><u>EQUIPMENT</u></b>	\$6,000.00
VACCUUM REPLACEMENT, WASHER/DRYER ETC.	
<b><u>CLEANING</u></b>	\$2,500.00
GENERAL CLEANING-EXTERIOR I.E. WINDOWS	
<b><u>KITCHEN</u></b>	\$7,000.00
GENERAL KITCHEN ITEMS	
<b><u>UTILITIES</u></b>	\$14,400.00
HEAT, HYDRO AND WATER	
<b><u>TELEPHONE</u></b>	\$5,500.00
INCLUDES PHONE LINE, CELL PHONES	
<b><u>OTHER PROFESSIONAL FEES</u></b>	\$1,500.00
AUDIT FEES	
<b><u>COMPUTER SERVICES EXPENSE</u></b>	\$1,700.00
IT SUPPORT	
<b><u>TRAVELLING EXPENSE</u></b>	\$3,500.00
MILEAGE	
<b><u>CONFERENCES</u></b>	\$5,000.00
TRAINING FOR STAFF	
<b><u>INSURANCE</u></b>	\$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

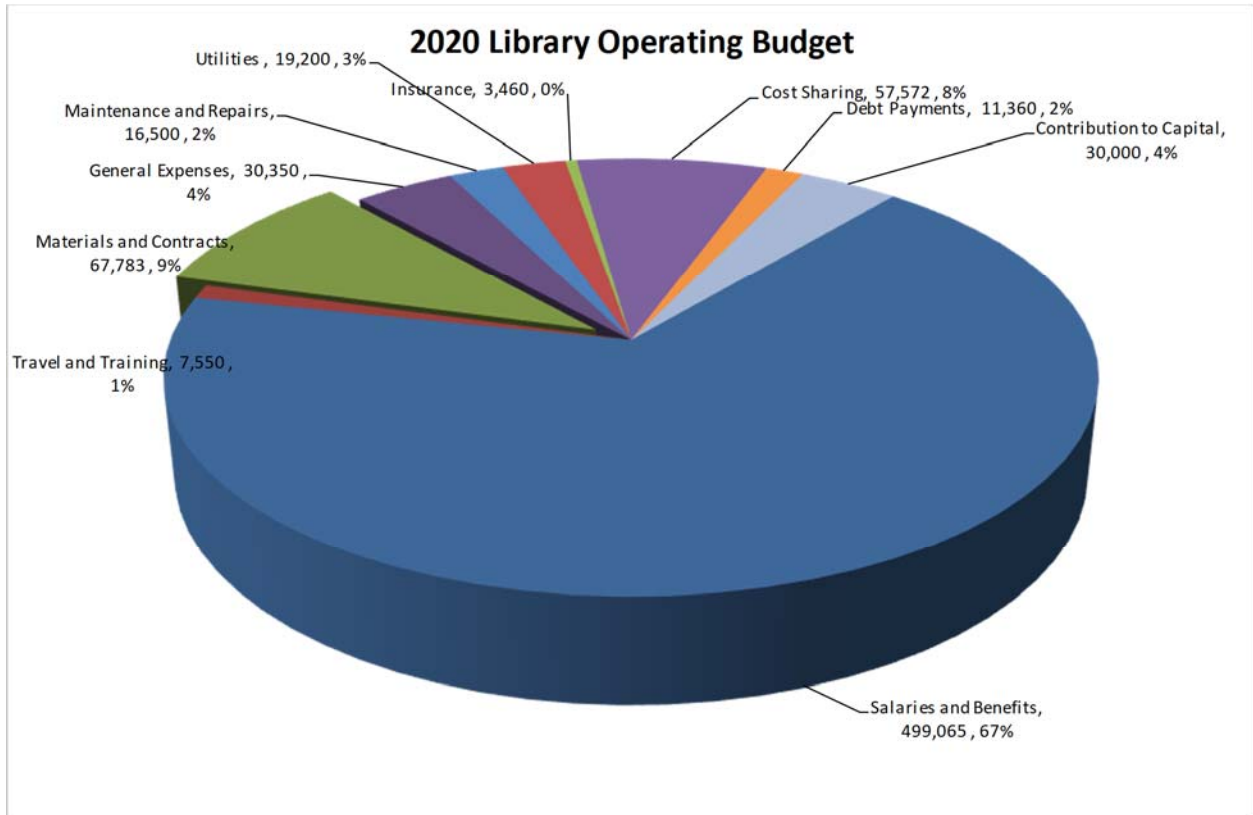
**LEASE-CSB** \$43,545.00

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	
<b>Expenditures:</b>						
Remuneration, Salaries & Benefits	486,642	468,864	30,201	499,065	6.44%	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		57,752	0.00%	
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
<b>Total Expenditures</b>	<b>740,381</b>	<b>712,250</b>	<b>30,770</b>	<b>743,020</b>	<b>4.32%</b>	
<b>Revenues</b>						
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
<b>Total Revenues</b>	<b>129,081</b>	<b>85,148</b>	<b>250</b>	<b>85,398</b>	<b>0.29%</b>	
<b>Net Levy</b>	<b>611,300</b>	<b>627,102</b>	<b>30,520</b>	<b>657,622</b>	<b>4.87%</b>	

<b>LIBRARY</b>										
<b>2020 Budget</b>										
		<b>2020</b>	<b>2019</b>	<b>\$</b>	<b>%</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
<b>Line #</b>	<b>Description</b>	<b>Budget</b>	<b>Budget</b>	<b>Change</b>	<b>Change</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
						(To Sept 30/19)				
1	Capital	30,000.00	36,000.00	- 6,000.00	-20%		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	627,622.00	591,102.00	36,520.00	6%	443,326.50	555,212.79	497,901.71	482,034.64	462,781.17
		<b>657,622.00</b>	<b>627,102.00</b>	<b>30,520.00</b>	<b>5%</b>	<b>443,326.50</b>	<b>611,299.30</b>	<b>523,947.64</b>	<b>586,945.20</b>	<b>496,581.17</b>

<b>LIBRARY</b>										
<b>2020 Budget</b>										
Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual (To Sept 30/19)	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>Revenues</b>										
<b>Federal Grants</b>										
1	Federal Grant-Summer Student			-	#DIV/0!	- 10,673.01			- 3,035.50	- 4,044.00
2	Summer Student-Pakenham			-	#DIV/0!				- 3,035.50	- 3,765.00
	<b>Total</b>	-	-	-	#DIV/0!	-	- 10,673.01	-	- 6,071.00	- 7,809.00
<b>Provincial Grants</b>										
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%	- 1,669.94	- 32,853.62	- 18,495.82	- 23,843.54	- 37,713.96
	<b>Total</b>	- 31,848.00	- 31,848.00	-	0%	- 1,669.94	- 64,701.62	- 50,343.82	- 55,691.54	- 69,561.96
<b>Municipal Grants</b>										
6	Reserve Funds	- 35,400.00	- 35,400.00	-	0%	- 32,500.00	- 35,100.00	- 35,600.00	- 35,600.00	- 33,120.00
7	Municipal Grant-MM Library Share	- 627,622.00	- 591,102.00	- 36,520.00	6%	- 443,326.50	- 555,212.79	- 497,901.71	- 482,034.64	- 462,781.37
	<b>Total</b>	- 663,022.00	- 626,502.00	- 36,520.00	6%	- 443,326.50	- 587,712.79	- 533,001.71	- 517,634.64	- 495,901.37
<b>Revenue-Almonte Branch</b>										
	Special Fundraising							- 1.25	- 777.42	
8	Donations-Almonte	- 1,000.00	- 900.00	100.00	11%	- 2,644.41	- 1,452.23	- 42.84	- 97.05	- 33.73
9	Fines-Almonte	- 9,000.00	- 9,000.00	-	0%	- 7,524.64	- 11,077.69	- 11,455.64	- 11,455.07	- 12,525.55
10	Rentals-Almonte	- 2,000.00	- 2,000.00	-	0%	- 821.75	- 1,931.66	- 2,752.58	- 1,308.75	- 2,032.71
11	Memberships-Almonte	- 800.00	- 800.00	-	0%	- 470.00	- 687.00	- 610.00	- 750.00	- 765.00
12	Photocopies-Almonte	- 1,250.00	- 1,250.00	-	0%	- 1,248.68	- 1,681.08	- 1,625.05	- 1,738.81	- 1,763.71
13	Book Sales-Almonte	- 1,500.00	- 1,500.00	-	0%	- 982.57	- 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					- 973.35	- 392.75			
16	Internet-Almonte			-	0%				- 407.55	- 443.39
	<b>Total</b>	- 15,550.00	- 15,450.00	- 100.00	1%	- 14,665.40	- 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
<b>Revenue-Pakenham Branch</b>										
17	Donations-Pakenham	- 400.00	- 200.00	- 200.00	100%	- 848.25	- 19.00			- 38.80
18	Fines-Pakenham	- 1,000.00	- 1,000.00	-	0%	- 926.70	- 1,372.10	- 401.15	- 957.30	- 1,644.80
19	Rentals-Pakenham	- 500.00	- 500.00	-	0%	- 389.20	- 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%	- 183.98	- 221.29	- 41.68	- 117.93	- 151.37
22	Book Sales-Pakenham	- 500.00	- 500.00	-	0%	- 406.28	- 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%					
	<b>Total</b>	<b>- 2,600.00</b>	<b>- 2,450.00</b>	<b>- 150.00</b>	<b>6%</b>	<b>- 2,754.41</b>	<b>- 2,253.25</b>	<b>- 547.83</b>	<b>- 1,529.38</b>	<b>- 2,875.90</b>
	<b>Total Revenues</b>	<b>- 713,020.00</b>	<b>-676,250.00</b>	<b>- 36,770.00</b>	<b>5%</b>	<b>- 462,416.25</b>	<b>-684,293.04</b>	<b>-601,879.20</b>	<b>-599,416.37</b>	<b>-596,038.94</b>
<b>Salaries &amp; Benefits</b>										
26	Salaries, Wages & Benefits-Almonte	429,543.00	361,163.00	68,380.00	19%	287,119.32	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%	63,797.38	108,093.26	65,875.85	76,945.94	80,041.88
	<b>Total Salaries, Wages &amp; Benefits</b>	<b>499,065.00</b>	<b>468,864.00</b>	<b>30,201.00</b>	<b>6%</b>	<b>350,916.70</b>	<b>486,642.08</b>	<b>417,070.82</b>	<b>414,524.07</b>	<b>411,277.64</b>
<b>Administration-Almonte</b>										
28	Other M & S	2,500.00	2,700.00	- 200.00	-7%	1,370.52	3,267.03	2,602.17	6,858.17	627.32
29	Equipment	1,000.00	1,000.00	-	0%	234.02	1,333.86	741.66	618.93	
30	Photocopier	600.00	500.00	100.00	20%	536.69	413.04	306.16	332.20	247.88
31	Postage & Courier Services	2,250.00	250.00	2,000.00	800%	439.87	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%	2,445.80	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%	5,584.82	7,631.48	10,752.38	6,362.68	8,566.42
36	Advertising	500.00	500.00	-	0%	341.41	328.73	1,700.62	497.61	498.92
37	Travelling Expense	2,000.00	2,000.00	-	0%	1,457.06	1,720.72	3,712.57	2,007.94	2,236.25
38	Memberships	550.00	500.00	50.00		552.86	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%	2,751.05	2,960.98	2,233.47	4,049.55	3,369.29
	<b>Total</b>	<b>27,960.00</b>	<b>24,245.00</b>	<b>3,715.00</b>	<b>15%</b>	<b>19,007.02</b>	<b>24,345.61</b>	<b>28,678.40</b>	<b>26,773.14</b>	<b>22,000.32</b>

Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>Administration-Pakenham</b>										
41	Other M & S	250.00	500.00	250.00	-50%		1,014.19		55.00	
42	Equipment	800.00	800.00	-	0%	613.89	3,436.65	164.30	456.90	10.18
43	Photocopier	200.00	200.00	-	0%	168.65	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%	1,832.03	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%	7,416.71	3,584.20	1,153.70	1,324.50	629.00
47	Travelling Expense	500.00	500.00	-	0%	298.68	589.38		366.13	147.07
48	Training	1,000.00	1,000.00	-	0%	972.36	516.83		460.73	417.22
	<b>Total</b>	<b>13,400.00</b>	<b>12,075.00</b>	<b>1,325.00</b>	<b>11%</b>	<b>11,302.32</b>	<b>11,484.63</b>	<b>4,108.00</b>	<b>5,439.07</b>	<b>3,388.44</b>
<b>Materials-Almonte</b>										
49	Office Supplies	4,500.00	4,500.00	-	0%	3,139.46	4,524.42	5,017.10	5,090.73	3,916.31
50	Program Supplies	1,500.00	1,500.00	-	0%	1,696.12	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%	2,564.28	457.28	2,686.06	3,054.66	668.74
53	Books/eresources	34,650.00	34,650.00	-	0%	18,842.43	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%	4,963.02	4,381.08	4,260.54	3,923.03	6,853.59
	<b>Total</b>	<b>48,150.00</b>	<b>47,300.00</b>	<b>850.00</b>	<b>2%</b>	<b>31,331.20</b>	<b>44,606.85</b>	<b>47,698.10</b>	<b>46,724.10</b>	<b>41,440.70</b>
<b>Materials-Pakenham</b>										
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%	79.24	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%	10,347.44	14,867.37	17,525.61	13,427.67	12,067.80
60	DVD's	2,000.00	2,000.00	-	0%	1,484.33	1,878.52	1,984.29	2,454.94	1,902.22
	<b>Total</b>	<b>19,633.00</b>	<b>19,633.00</b>	<b>-</b>	<b>0%</b>	<b>13,375.10</b>	<b>19,006.97</b>	<b>20,734.52</b>	<b>18,452.13</b>	<b>20,906.81</b>
<b>Building Operation-Almonte</b>										
61	Utilities	13,300.00	12,800.00	500.00	4%	7,707.70	11,012.85	12,906.16	13,400.23	13,909.13
62	Cleaning, Maintenance & Other Supplies	9,000.00	9,000.00	-	0%	5,775.32	12,299.86	9,511.84	12,481.19	21,607.46
	<b>Total</b>	<b>22,300.00</b>	<b>21,800.00</b>	<b>500.00</b>	<b>2%</b>	<b>13,483.02</b>	<b>23,312.71</b>	<b>22,418.00</b>	<b>25,881.42</b>	<b>35,516.59</b>
<b>Building Operation-Pakenham</b>										
63	Utilities	5,900.00	5,900.00	-	0%	2,899.27	5,025.20	3,043.60	3,983.72	3,795.48
64	Cleaning, Maintenance & Other Supplies	7,500.00	7,500.00	-	0%	3,487.09	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%	8,519.94	7,979.90			
	<b>Total</b>	<b>24,760.00</b>	<b>24,761.00</b>	<b>- 1.00</b>	<b>0%</b>	<b>14,906.30</b>	<b>22,682.48</b>	<b>7,685.60</b>	<b>8,810.00</b>	<b>8,082.00</b>

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	
	<b>Subtotal-MM Libraries</b>	<b>655,268.00</b>	<b>618,678.00</b>	<b>36,590.00</b>	<b>6%</b>	<b>454,321.66</b>	<b>633,260.54</b>	<b>552,304.70</b>	<b>553,274.87</b>	<b>542,612.50</b>
67	Payments to Carleton Place/Grants	<b>57,752.00</b>	<b>57,572.00</b>	<b>180.00</b>	<b>0%</b>	<b>27,311.00</b>	<b>51,032.50</b>	<b>49,574.50</b>	<b>46,141.50</b>	<b>53,426.44</b>
	<b>Total Expenditures</b>	<b>713,020.00</b>	<b>676,250.00</b>	<b>36,770.00</b>	<b>5%</b>	<b>481,632.66</b>	<b>684,293.04</b>	<b>601,879.20</b>	<b>599,416.37</b>	<b>596,038.94</b>
	<b>Net Difference</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>19,216.41</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**LIBRARY BUDGET  
2020**

**REVENUES**

**PROVINCIAL GRANTS** \$31,848.00

ANNUAL OPERATING GRANTS FROM THE PROVINCE.

**MUNICIPAL GRANT** \$657,622.00

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** \$499,065.00

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** \$57,572.00

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
<b>Expenditures:</b>					
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					
<b>Total Expenditures</b>	<b>16,674</b>	<b>19,710</b>	<b>(12,022)</b>	<b>7,688</b>	<b>-60.99%</b>
<b>Revenues</b>					
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					
<b>Total Revenues</b>	<b>14,844</b>	<b>14,460</b>	<b>(9,022)</b>	<b>5,438</b>	<b>-62.39%</b>
Net Levy	1,830	5,250	(3,000)	2,250	-57.14%

<b>AGRICULTURE</b>										
<b>2020 Budget</b>										
Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
						(To Sept 30/19)				
1	Remuneration	3,000.00	3,000.00	-	0%	620.78	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%	10,081.40	13,709.08	13,709.08	14,918.30	18,817.72
3	Association & Convention		3,000.00	- 3,000.00	0%					
		<b>7,688.00</b>	<b>19,710.00</b>	<b>- 12,022.00</b>	<b>-61%</b>	<b>10,702.18</b>	<b>16,674.49</b>	<b>16,047.13</b>	<b>16,751.33</b>	<b>21,845.76</b>

## 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
<b>Expenditures:</b>					
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					
<b>Total Expenditures</b>	<b>97,210</b>	<b>27,000</b>	<b>23,000</b>	<b>50,000</b>	<b>85.19%</b>
<b>Revenues</b>					
Grants					
User Fees	97,210	27,000	23,000	50,000	85.19%
Other Fees & Charges					
Transfer from Reserves					
Transfer from DCs					
<b>Total Revenues</b>	<b>97,210</b>	<b>27,000</b>	<b>23,000</b>	<b>50,000</b>	<b>85.19%</b>
Net Levy	-	-	-	-	0.00%

<b>SEPTAGE</b>										
<b>2020 Budget</b>										
		2020	2019	\$	%	2019	2018	2017	2016	2015
Line #	Description	Budget	Budget	Change	Change	Actual	Actual	Actual	Actual	Actual
						(To Sept 30/19)				
<b>Revenue</b>										
1	Septage Fees	-50,000.00	- 27,000.00	- 23,000.00	85%	- 43,553.49	- 97,209.82	- 64,030.87	- 50,251.44	- 34,919.80
<b>Expenditures</b>										
2	Contract Costs	30,000.00	10,000.00	20,000.00	200%		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%		57,713.84	44,030.87	38,251.43	19,919.80
	Total Expenditures	50,000.00	27,000.00	23,000.00	85%	-	97,209.82	64,030.87	50,251.43	34,919.80
	Net Septage	-	-	-	0%	- 43,553.49	-	-	-	-

## COUNTY AND SCHOOLS

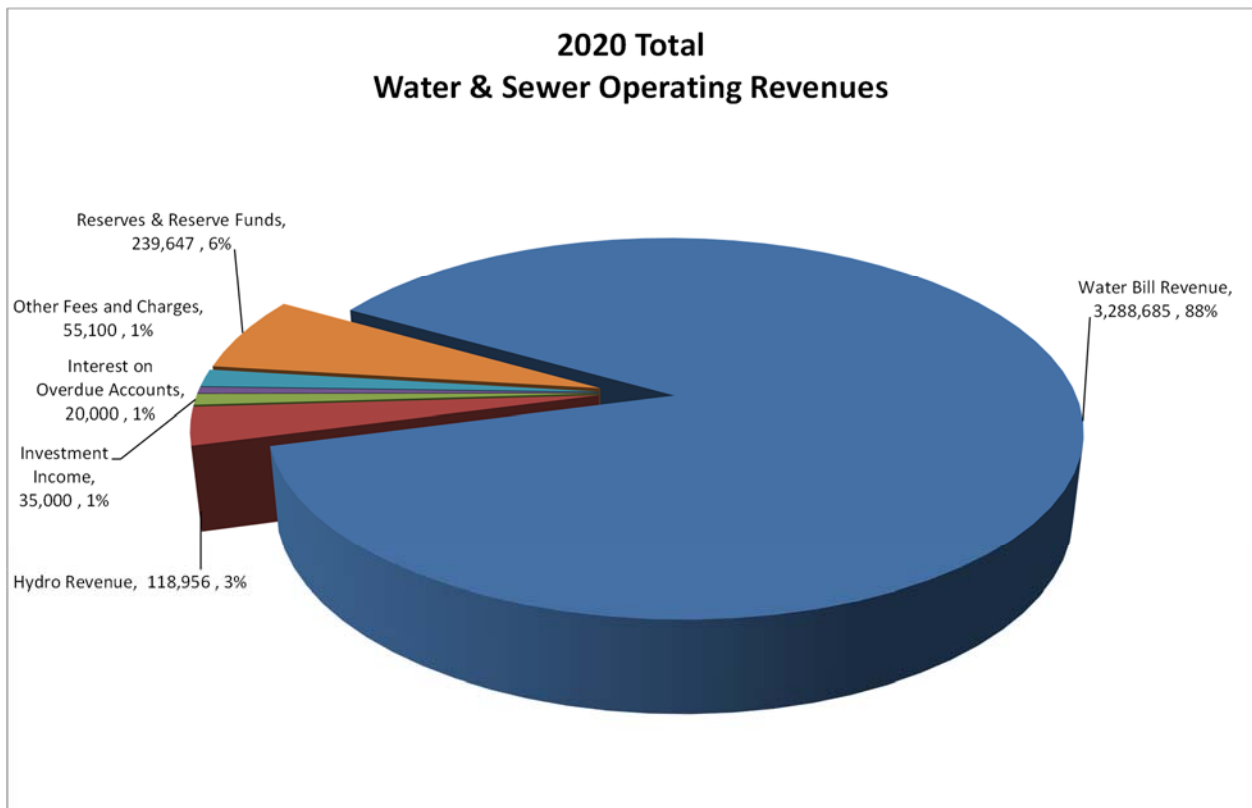
The **County and Schools** budget represents the amounts to be paid to the County and School Boards during the year. It includes amounts collected on tax billings, as a result of supplemental taxation and for payments in lieu of taxation net of any adjustments.

<b>SCHOOL &amp; COUNTY REQUISITIONS</b>										
<b>2020 Budget</b>										
		2020	2019	\$	%	2019	2018	2017	2016	2015
Line #	Description	Budget	Budget	Change	Change	Actual (To Sept 30/19)	Actual	Actual	Actual	Actual
1	School Requisition-English, Public	4,101,925.00	4,101,925.00	-	0%	2,474,309.88	3,360,501.18	3,383,790.22	3,423,100.84	3,319,354.23
2	School Requisition-English, Separate			-	0%	426,487.59	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%	3,706,385.00	7,242,511.06	7,064,102.47	6,711,778.70	6,410,248.34
4	School Requisition-French, Separate			-	0%	49,501.32	66,675.41	60,631.58	63,137.03	57,003.25
5	School Requisition-French, Public			-	0%	16,520.70	19,036.28	18,209.07	18,397.03	19,814.80
	<b>Total Expenditures</b>	<b>11,689,445.00</b>	<b>11,400,305.00</b>	<b>289,140.00</b>	<b>3%</b>	<b>6,673,204.49</b>	<b>11,336,331.36</b>	<b>11,188,461.84</b>	<b>10,917,002.49</b>	<b>10,513,647.00</b>

## 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.

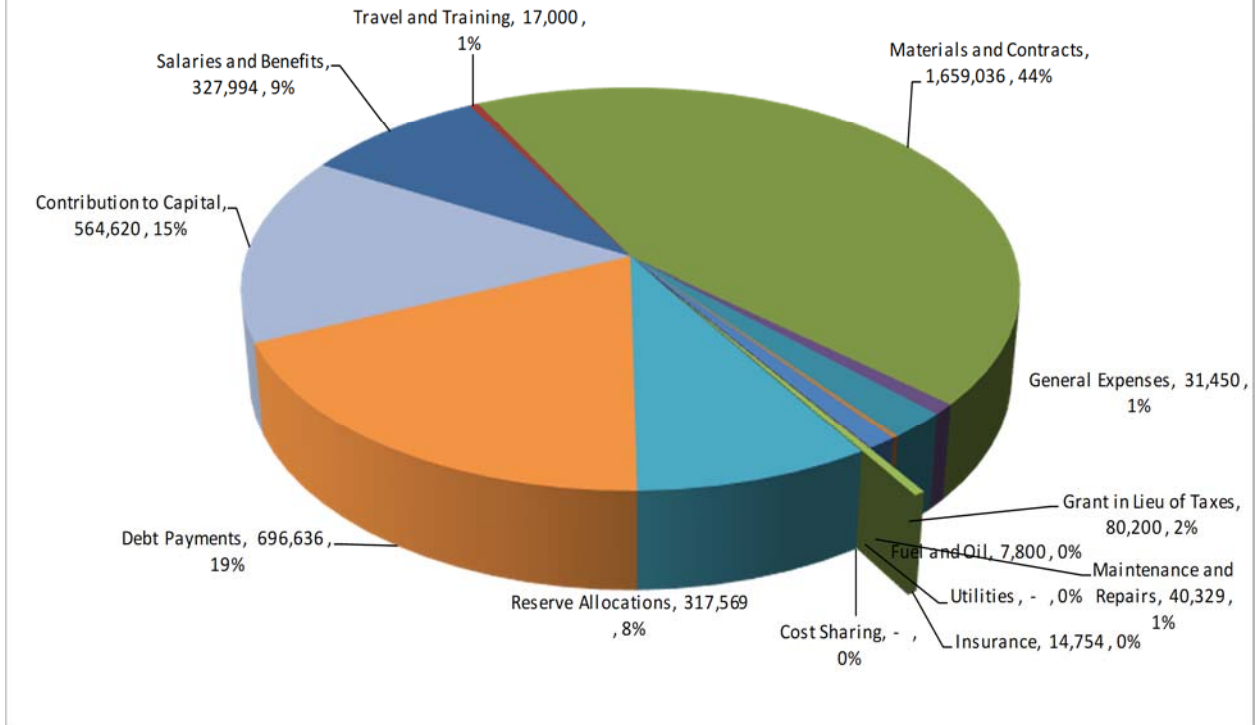
The operating and capital costs to provide this service is recovered fully through water billings issued every two months after applying all other water and sewer related revenues such as Federal and Provincial grants, development charges, interest on overdue accounts, etc. No funding for water and sewer 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	
<b>Expenditures:</b>						
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
<b>Total Expenditures</b>	<b>3,895,260</b>	<b>3,543,282</b>	<b>214,106</b>	<b>3,757,388</b>	<b>6.04%</b>	
<b>Revenues</b>						
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 acco	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
<b>Total Revenues</b>	<b>3,895,260</b>	<b>3,543,282</b>	<b>214,106</b>	<b>3,757,388</b>	<b>6.04%</b>	
<b>Net</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	

## 2020 Total Water & Sewer Operating Budget



<b>Water and Sewer 2020 Budget</b>										
		<b>2020</b>	<b>2019</b>	<b>\$</b>	<b>%</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
<b>Line #</b>	<b>Description</b>	<b>Budget</b>	<b>Budget</b>	<b>Change</b>	<b>Change</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
						(To Sept 30/19)				
<b>Revenue</b>										
1	Interest & Dividends-ORPC	- 51,720.00	- 44,400.00	- 7,320.00	16%	- 93,157.71	- 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%		- 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%		- 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%	-2,208,076.54	- 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%	- 41,810.09	- 47,182.03	- 60,894.31	- 32,133.94	- 37,399.46
7	Waterworks-W&S Connections	- 9,000.00	- 9,000.00	-	0%	- 9,200.00	- 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%	- 15,846.97	- 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%		- 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	- 210,385.00	- 267,547.00
	<b>Total Revenue</b>	<b>- 3,757,388.00</b>	<b>- 3,543,282.00</b>	<b>- 214,106.00</b>	<b>6%</b>	<b>-2,371,591.31</b>	<b>- 3,895,261.57</b>	<b>- 3,514,277.93</b>	<b>- 3,387,415.50</b>	<b>- 3,088,168.94</b>
<b>Expenditures</b>										
<b>General Expenses</b>										
14	Salaries, Wages and Benefits	171,444.00	170,261.00	1,183.00	1%	106,393.83	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%	243,659.18	494,020.43	490,126.71	470,580.60	470,625.11
16	Postage & Courier Services	500.00	1,000.00	- 500.00	-50%	246.85	153.19	115.43	721.28	286.97
17	Telephone	2,500.00	3,300.00	800.00	-24%	1,522.55	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%	4,407.06	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%	1,714.40	703.12	1,331.48	1,906.95	719.35
23	Technical Courses	16,000.00	15,000.00	1,000.00	7%	9,092.92	13,928.77	17,925.36	20,000.75	13,325.50
24	Personnel (Courses/Memberships, Etc.)	1,000.00	1,000.00	-	0%	145.00	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%		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%		1,014,022.14	617,193.04	737,069.85	337,625.63
	<b>Total General Expenses</b>	<b>1,797,497.00</b>	<b>1,621,871.00</b>	<b>175,626.00</b>	<b>11%</b>	<b>381,247.70</b>	<b>2,034,771.48</b>	<b>1,643,621.46</b>	<b>1,735,432.99</b>	<b>1,295,951.70</b>



Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>Vehicles &amp; Equipment</b>										
28	Labour	1,700.00	2,000.00	- 300.00	-15%	1,734.69	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%	6,679.64	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%	5,910.20	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
	<b>Total Vehicles and Equipment</b>	<b>18,405.00</b>	<b>20,121.00</b>	<b>- 1,716.00</b>	<b>-9%</b>	<b>17,445.03</b>	<b>15,161.91</b>	<b>13,513.94</b>	<b>14,697.90</b>	<b>14,231.90</b>
<b>Sanitary Collection</b>										
34	Sanitary Collection Labour	13,000.00	13,000.00	-	0%	11,370.40	15,724.18	12,534.40	11,555.41	11,027.12
35	Sanitary Collection Overtime	1,600.00	1,600.00	-	0%	5,509.42	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%	608.40	3,810.90	2,717.40	2,310.10	3,242.05
37	Sanitary Collection Materials	16,000.00	16,000.00	-	0%	4,517.26	11,491.44	16,800.50	16,257.40	13,610.53
38	Sanitary Collection Contract	23,500.00	23,500.00	-	0%	5,715.24	26,491.40	19,009.87	37,084.31	35,565.35
	<b>Total</b>	<b>57,100.00</b>	<b>57,100.00</b>	<b>-</b>	<b>0%</b>	<b>27,720.72</b>	<b>61,490.76</b>	<b>54,396.45</b>	<b>68,752.85</b>	<b>66,974.25</b>
<b>Water Distribution</b>										
39	Water Distribution Postage & Courier Services	10,800.00	7,337.00	3,463.00	47%	9,824.90	10,634.94	5,259.57	5,631.00	5,427.16
<b>Maintenance &amp; Repairs</b>										
40	Maintenance & Repairs Labour	90,000.00	90,000.00	-	0%	61,117.43	112,131.74	97,978.68	78,169.60	92,819.67
41	Maintenance & Repairs Overtime	10,000.00	10,000.00	-	0%	9,616.29	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%	517.00	17,401.65	14,241.85	15,932.95	22,277.70
44	Maintenance & Repairs Materials	40,000.00	40,000.00	-	0%	32,927.73	29,832.84	48,299.24	41,616.16	44,260.00
45	Maintenance & Repairs Contract	46,000.00	46,000.00	-	0%	12,502.45	49,029.01	20,603.91	54,566.14	65,358.94
	<b>Total</b>	<b>203,000.00</b>	<b>203,000.00</b>	<b>-</b>	<b>0%</b>	<b>116,680.90</b>	<b>223,787.86</b>	<b>188,207.73</b>	<b>208,110.28</b>	<b>242,901.78</b>
<b>Valve Inspection &amp; Maint.</b>										
46	Valve Inspection & Maint. Labour	11,400.00	11,400.00	-	0%	554.14	4,212.35	5,073.36	10,908.46	195.54
47	Valve Inspection & Maint. Labour	500.00	500.00	-	0%	241.87	377.26	901.74	686.36	137.07
48	Valve Inspection Machine Rental (town)	2,000.00	2,000.00	-	0%		1,359.00	1,276.30	1,975.15	63.00
49	Valve Inspection & Maint. Materials	15,000.00	15,000.00	-	0%	728.86	14,103.48	6,847.95	5,134.49	12,866.76
	<b>Total</b>	<b>28,900.00</b>	<b>28,900.00</b>	<b>-</b>	<b>0%</b>	<b>1,524.87</b>	<b>20,052.09</b>	<b>14,099.35</b>	<b>18,704.46</b>	<b>13,262.37</b>
<b>Meter Install, Maint. &amp; Replacement</b>										
50	Meter Install, Maint. & Replacement Labour	6,000.00	6,000.00	-	0%	2,411.12	3,380.22	3,713.30	4,534.76	6,101.33
51	Meter Install, Maint. & Replacement Overtime	450.00	450.00	-	0%		268.60	231.21	436.93	292.52
52	Meter Install, Maint. & Repl. Machine Rental (town)	1,800.00	1,800.00	-	0%	117.00	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%	25,726.44	51,049.98	39,206.43	32,760.95	57,881.05
	<b>Total</b>	<b>48,250.00</b>	<b>41,250.00</b>	<b>7,000.00</b>	<b>17%</b>	<b>28,254.56</b>	<b>57,697.37</b>	<b>44,080.94</b>	<b>38,969.54</b>	<b>66,385.40</b>

Line #	Description	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual	2017 Actual	2016 Actual	2015 Actual
<b>Meter Reading &amp; Billing</b>										
54	Meter Reading & Billing Labour	6,600.00	6,600.00	-	0%	4,958.05	6,942.65	5,612.38	7,561.18	5,958.80
55	Meter Reading & Billing Overtime			-	0%		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%	36.00	1,796.70	1,836.90	2,328.60	1,989.76
	<b>Total</b>	<b>13,400.00</b>	<b>13,300.00</b>	<b>100.00</b>	<b>1%</b>	<b>4,994.05</b>	<b>9,038.66</b>	<b>7,468.68</b>	<b>10,031.39</b>	<b>11,397.61</b>
<b>Pump Houses, Lift Stns.</b>										
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%	1,087,802.28	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
	<b>Total</b>	<b>1,563,436.00</b>	<b>1,536,603.00</b>	<b>26,833.00</b>	<b>2%</b>	<b>1,166,034.51</b>	<b>1,445,085.06</b>	<b>1,523,955.10</b>	<b>1,264,157.62</b>	<b>1,359,766.83</b>
<b>Ontario One Call</b>										
64	Ontario One Call Labour	13,000.00	11,700.00	1,300.00	11%	12,394.85	12,948.56	14,283.82	18,179.88	8,590.71
65	Ontario One Call Overtime	300.00	300.00	-	0%	802.94	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%	63.00	3,141.00	3,558.30	3,422.70	1,553.40
68	Ontario One Call Contract	1,000.00	-	1,000.00	0%		854.86	963.48	914.05	1,483.04
	<b>Total</b>	<b>16,600.00</b>	<b>13,800.00</b>	<b>2,800.00</b>	<b>11%</b>	<b>13,260.79</b>	<b>17,541.44</b>	<b>19,674.71</b>	<b>22,927.47</b>	<b>11,869.94</b>
	<b>Total Expenditures</b>	<b>3,757,388.00</b>	<b>3,543,282.00</b>	<b>214,106.00</b>	<b>6%</b>	<b>1,766,988.03</b>	<b>3,895,261.57</b>	<b>3,514,277.93</b>	<b>3,387,415.50</b>	<b>3,088,168.94</b>
	<b>NET WATER &amp; SEWER</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>- 604,603.28</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## 2020 Budget

### **REVENUES**

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

	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
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



The following charts analyze different options to address the water storage capital project and the impacts on water and sewer billings under various scenarios:

<b>Municipality of Mississippi Mills</b>					
<b>Rate Impacts-Water Storage</b>					
A 1% rate increase equals approximately \$62,090					
Impacts on water billing if 1/2 Water Storage Costs put into reserves in 2020 and 2021-\$1,465,000 per year:					
	<b>2020 Draft Budget W&amp;S Bill Revenue</b>	<b>Rate Increase over 2019</b>	<b>Average Water Bill</b>	<b>Net Impact to Avg. User over 2019</b>	
Current Draft	3,288,685.00	3.04%	1,021.30	30.12	
Revised to add funds to reserves	4,753,635.00	26.64%	1,255.23	264.05	
Increase	1,464,950.00	23.60%	233.93	233.93	
<b>Note: A similar rate increase would be required in 2021</b>					
Impacts on Water Billings if revenue increased in 2020 to reduce proposed long term debt for water storage:					
	<b>2020 Proposed Debt For water Storage</b>	<b>2020 Draft Budget W&amp;S Bill Revenue</b>	<b>Average Water Bill</b>	<b>Net Impact to Avg. User over 2019</b>	<b>Rate Increase over 2019</b>
Current 2020 Draft Budget	2,930,000.00	3,288,685.00	1,021.30	30.12	3.04%
Reduce debt/Increase Revenue by \$930,000	2,000,000.00	4,218,685.00	1,169.79	178.61	18.02%
Reduce debt/Increase revenue by \$830,000	2,100,000.00	4,118,685.00	1,153.84	162.66	16.41%
Reduce debt/Increase revenue by \$730,000	2,200,000.00	4,018,685.00	1,137.88	146.70	14.80%
Reduce debt/Increase revenue by \$630,000	2,300,000.00	3,918,685.00	1,121.92	130.74	13.19%
Reduce debt/Increase revenue by \$530,000	2,400,000.00	3,818,685.00	1,105.96	114.78	11.58%
Reduce debt/Increase revenue by \$430,000	2,500,000.00	3,718,685.00	1,090.00	98.82	9.97%
Reduce debt/Increase revenue by \$330,000	2,600,000.00	3,618,685.00	1,074.05	82.87	8.36%
Reduce debt/Increase revenue by \$230,000	2,700,000.00	3,518,685.00	1,058.09	66.91	6.75%
Reduce debt/Increase revenue by \$130,000	2,800,000.00	3,418,685.00	1,042.13	50.95	5.14%
Reduced Long Term Debt will also reduce repayment costs over time. Assuming all paid from W&S billings the impact starting in 2021 is as follows:					
	<b>Proposed Long Term Debt For water Storage</b>	<b>Anticipated Annual Debt Costs</b>	<b>Rate Impact</b>	<b>Diff in Rate increase with lower debt</b>	
Status Quo	2,930,000.00	213,062.00	3.44%		
Reduce debt/Increase Revenue by \$930,000	2,000,000.00	145,435.00	2.35%	1.09%	
Reduce debt/Increase revenue by \$830,000	2,100,000.00	152,707.00	2.46%	0.98%	
Reduce debt/Increase revenue by \$730,000	2,200,000.00	159,979.00	2.58%	0.86%	
Reduce debt/Increase revenue by \$630,000	2,300,000.00	167,251.00	2.70%	0.74%	
Reduce debt/Increase revenue by \$530,000	2,400,000.00	174,522.00	2.81%	0.63%	
Reduce debt/Increase revenue by \$430,000	2,500,000.00	181,794.00	2.93%	0.51%	
Reduce debt/Increase revenue by \$330,000	2,600,000.00	189,066.00	3.05%	0.39%	
Reduce debt/Increase revenue by \$230,000	2,700,000.00	196,338.00	3.17%	0.27%	
Reduce debt/Increase revenue by \$130,000	2,800,000.00	203,609.00	3.28%	0.16%	

## **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.