

**Agenda**  
**For the Special Meeting of the**  
**Committee of the Whole**  
**of the Municipality of West Grey**  
**To be Held on Thursday, November 2, 2017 at 9:00 a.m.**  
**At the Council Chambers – West Grey Municipal Office**

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**1. Call to Order** **9:00 a.m.**

**2. Declarations of Pecuniary Interest and General Nature Thereof**

**3. Items of Business – 2018 Preliminary Budgets**

West Grey Public Library

Director of Infrastructure & Public Works

- Roads
- Streetlight
- Landfill
- Neustadt Water/Sewer
- Durham Water/Sewer
- Other Water/Sewer/Environmental
- 2018 Public Works Housing Budget
- 2018 Public Works Capital Summary

Saugeen Valley Conservation Authority

Durham Cemetery

**4. Adjournment**

WEST GREY LIBRARY BOARD

2018 Approved Budget

10/27/2017

	1000	2000	3000	4000		2018	2017	\$\$ BUDGET	% BUDGET
	ELMWOOD	NEUSTADT	NORMANBY	DURHAM	WGPL	TOTAL	BUDGET	CHANGE	CHANGE
<b>REVENUE</b>									
24?0003076	0	0	0	0		0	0	0	
24?0003076						0		0	
24?0003076						0		0	
24?0005300					(24,190)	(24,190)	(24,190)	0	0.00%
24?0005300						0	(6,107)	6,107	
24?0005310					(800)	(800)	(800)	0	0.00%
24?0005320						0	0	0	
24?0005350						0		0	
24?0005410					(1,000)	(1,000)	(1,050)	50	-4.76%
24?0005411					(1,000)	(1,000)	(1,250)	250	-20.00%
24?0005412					(1,000)	(1,000)	(1,800)	800	-44.44%
24?0005415					(500)	(500)	(1,350)	850	-62.96%
							0	0	
2494?06540							0	0	
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(28,490)</b>	<b>(28,490)</b>	<b>(36,547)</b>	<b>8,057</b>	<b>-22.05%</b>
<b>EXPENDITURES</b>									
2540001010						196,587	196,587	182,084	14,503 7.97%
2540001015						31,513	31,513	27,464	4,049 14.74%
2540002011						1,900	1,900	2,100	(200) -9.52%
2540002015						3,500	3,500	4,000	(500) -12.50%
2540002021						2,000	2,000	2,000	0 0.00%
2540002022						1,800	1,800	1,900	(100) -5.26%
2540002035						1,500	1,500	1,500	0 0.00%
2540002036						1,500	1,500	8,107	(6,607) -81.50%
2540003043						2,500	2,500	3,000	(500) -16.67%
2540002044						24,000	24,000	24,000	0 0.00%
2540002045						800	800	800	0 0.00%
2540002046						800	800	800	0 0.00%
2540002051						1,400	1,400	2,000	(600) -30.00%
2540002012						300	300	300	0 0.00%
2540002013						1,000	1,000	600	400 66.67%
2540002020						350	350	350	0 0.00%
2540002023						2,000	2,000	2,500	(500) -20.00%
2540002026						3,000	3,000	2,800	200 7.14%
2540002027						4,600	4,600	5,000	(400) -8.00%
2540002028						2,500	2,500	2,500	0 0.00%

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WEST GREY LIBRARY BOARD

2018 Approved Budget

10/27/2017

	1000	2000	3000	4000		2018	2017	\$\$ BUDGET	% BUDGET
	ELMWOOD	NEUSTADT	NORMANBY	DURHAM	WGPL	TOTAL	BUDGET	CHANGE	CHANGE
<b>REVENUE</b>									
2540002077 Lib. Confer/Training						6,000	3,000	3,000	100.00%
2540003011 Lib. Admin. Costs						3,400	3,400	0	0.00%
<b>SUBTOTAL</b>	0	0	0	0	292,950	292,950	280,205	12,745	
<b>BRANCH EXPENSES</b>									
25?0002008 Lib. Utilities Water/Sewer		600	100	775		1,475	1,375	100	7.27%
25?0002009 Lib. Utilities Heat		3,600	2,500	1,500		7,600	7,600	0	0.00%
25?0002014 Lib. Utilities Hydro		1,700	1,900	3,000		6,600	8,100	(1,500)	-18.52%
25?0002016 Lib. Telephone/Fax		500	500	1,000		2,000	3,800	(1,800)	-47.37%
25?0002017 Lib. Connect/Internet		800	800	1,700		3,300	3,500	(200)	-5.71%
25?0002025 Lib. Insurance		955	955	955		2,865	2,865	0	0.00%
25?0002050 Lib. Lot/Grass Maint.		400	400	2,000		2,800	2,400	400	16.67%
25?0003011 Lib. Contract Labour		900	900	5,200		7,000	6,600	400	6.06%
<b>SUBTOTAL BRANCH EXPENSES</b>	0	9,455	8,055	16,130		33,640	36,240	(2,600)	
	1,086	6,186	4,849	19,647		-			
<b>TOTAL EXPENDITURES</b>	0	9,455	8,055	16,130		326,590	316,445	10,145	3.21%
					Excl. reserve				
<b>West Grey Library Levy</b>	0	9,455	8,055	16,130	transfers	298,100	279,898	18,202	6.50%

<b>2018 BUDGET WORKSHEET - PUBLIC WORKS ROADS</b>					
Account Code	Description	2018 BUDGET		2017 BUDGET	to Oct. 26/17 2017 YTD
1430503076	Revenue - Transfer from Reserve	0		(70,000)	0.00
1430505410	Revenue - Public Works	(10,000)		(20,000)	(8,000.78)
1430505412	Revenue - Entrance Permit Fee	(3,500)		(3,500)	(4,000.00)
1430505415	Revenue - Civic Addressing	(3,500)		(3,500)	(3,625.00)
<b>ROADS REVENUE</b>		<b>(17,000.00)</b>		<b>(97,000.00)</b>	<b>(15,625.78)</b>
1430655410	Revenue - Gravel Pits	(60,000)		(60,000)	(51,389.49)
<b>OPERATING REVENUES</b>		<b>(77,000.00)</b>	<b>80,000</b>	<b>(157,000.00)</b>	<b>(67,015.27)</b>
1550100100	Bridges & Culverts Maintenance	50,000		145,000	15,475.89
1550101010	Bridges & Culverts Wages	20,000		25,000	12,906.65
<b>BRIDGES &amp; CULVERTS</b>		<b>70,000.00</b>	<b>(100,000)</b>	<b>170,000.00</b>	<b>28,382.54</b>
1550150100	Roadside Maintenance	115,000		110,000	135,519.12
1550151010	Roadside Maintenance Wages	75,000		75,000	73,665.95
<b>ROADSIDE MAINTNENANCE</b>		<b>190,000.00</b>	<b>5,000</b>	<b>185,000.00</b>	<b>209,185.07</b>
1550200100	Hardtop Maintenance	350,000		400,000	357,808.75
1550201010	Hartop Maintenance Wages	70,000		70,000	66,446.18
<b>HARDTOP MAINTENANCE</b>		<b>420,000.00</b>	<b>(50,000)</b>	<b>470,000.00</b>	<b>424,254.93</b>
1550250100	Loosetop Maintenance	550,000		350,000	442,615.59
1550251010	Loosetop Maintenance Wages	110,000		110,000	123,632.08
<b>LOOSETOP MAINTENANCE</b>		<b>660,000.00</b>	<b>200,000</b>	<b>460,000.00</b>	<b>566,247.67</b>
1550300100	Winter Control	475,000		420,000	412,938.60
1550301010	Winter Control Wages	225,000		220,000	172,534.90
<b>WINTER CONTROL</b>		<b>700,000.00</b>	<b>60,000</b>	<b>640,000.00</b>	<b>585,473.50</b>
1550350100	Road Side Safety Maintenance	20,000		25,000	16,131.18
1550351010	Road Side Safety Wages	15,000		20,000	15,552.18
<b>ROAD SIDE SAFETY MAINTENANCE</b>		<b>35,000.00</b>	<b>(10,000)</b>	<b>45,000.00</b>	<b>31,683.36</b>
1550400100	Miscellaneous Maintenance	15,000		19,000	1,772.50
1550401010	Miscellaneous Wages	2,000		1,000	5,256.38
<b>MISCELLANEOUS MAINTENANCE</b>		<b>17,000.00</b>	<b>(3,000)</b>	<b>20,000.00</b>	<b>7,028.88</b>
1550430100	Sidewalks Maintenance	8,000		6,000	397.42
1550431010	Sidewalk Wages	4,000		6,000	1,028.06
<b>SIDEWALK MAINTENANCE</b>		<b>12,000.00</b>	<b>0</b>	<b>12,000.00</b>	<b>1,425.48</b>
1550450100	Overhead	230,000		228,000	184,045.00
1550451010	Public Works Wages	360,000		320,000	275,710.41
1550451011	Public Works CPP	50,000		48,000	42,483.47
1550451012	Public Works EI	24,000		23,000	18,183.73
1550451013	Public Works Life Insurance	30,000		28,000	32,808.12
1550451014	Public Works Omers	85,000		90,000	74,939.28
1550451015	Public Works Benefits	11,000		11,000	4,852.82

1550451020	Public Works RWAM/Greenshield Insu'	45,000		45,000	49,413.71
1550451021	Public Works EHT	23,000		23,000	19,623.01
1550451022	Public WOrks Workers Compensation	34,510		35,000	30,692.48
1550455050	Public Works Loan Principal	28,250		28,250	28,250.00
<b>OVERHEAD</b>		<b>920,760.00</b>	<b>41,510</b>	<b>879,250.00</b>	<b>761,002.03</b>
1550550100	Equipment (Machinery Operations)	440,000		440,000	421,571.91
1550551010	Equipment Wages	90,000		100,000	78,910.41
1550570100	Equipment Machine Credits	(630,000)		(633,000)	(640,525.00)
<b>EQUIPMENT</b>		<b>(100,000.00)</b>	<b>(7,000)</b>	<b>(93,000.00)</b>	<b>(140,042.68)</b>
1550603075	Transfer to Reserve			0	0.00
1550603077	Transfer to Capital	1,103,375		1,245,000	0.00
<b>PUBLIC WORKS TRANSFERS</b>		<b>1,103,375.00</b>	<b>(141,625)</b>	<b>1,245,000.00</b>	<b>0.00</b>
1550650100	Gravel Pits	20,000		25,000	14,536.56
1550651010	Gravel Pits Wages	1,000		2,000	337.30
<b>PUBLIC WORKS TRANSFERS</b>		<b>21,000.00</b>	<b>(6,000)</b>	<b>27,000.00</b>	<b>14,873.86</b>
<b>PUBLIC WORKS OPERATING EXPENDITURES TOTAL</b>		<b>4,049,135.00</b>		<b>4,060,250.00</b>	<b>2,489,514.64</b>
1494505110	Grants Ontario	(205,092)			0.00
1494505115	Grants Canada	(373,533)		(413,533)	(193,379.55)
1494505120	Grants Other Municipalities	0			0.00
1494505130	Public Works Capital Disposals Revenue	(40,000)		(91,000)	(45,565.50)
1494506500	Contb' from Other Donations	0		(4,000)	(31,835.27)
1494506530	Contb' from Revenue Funds	(1,103,375)		(1,245,000)	0.00
1494506540	Contb' from Reserve Funds	0		(19,000)	0.00
	Contb' from Development Charges	(186,533)			
<b>PUBLIC WORKS CAPITAL REVENUE</b>		<b>(1,908,533.00)</b>	<b>(136,000)</b>	<b>(1,772,533.00)</b>	<b>(270,780.32)</b>
1595501010	Roads Capital Wages		0.00		7,892.85
1595503000	Roads Capital Expense	1,908,533.00		1,772,533	952,511.97
1595503076	Transfer to Reserve/Reserve Funds				0.00
<b>PUBLIC WORKS CAPITAL EXPENSE</b>		<b>1,908,533.00</b>	<b>136,000</b>	<b>1,772,533.00</b>	<b>960,404.82</b>
<b>PUBLIC WORKS TOTAL</b>		<b>3,972,135.00</b>	<b>68,885</b>	<b>3,903,250.00</b>	<b>3,112,123.87</b>
			1.76%		
	2018 proposed budget	3,972,135.00	-	86,228.00	
	2017 budget plus 2%	3,981,315.00			
	Difference	<b>9,180.00</b>		114,511	<b>0.00</b>
				(28,282.66)	
Capital Projects	Expense			Expense	
Con 2 Glenelg- from Durham Road to North line -2.0km	110,000			150,000	
Bridge Repair	623,533			200,000	
Bruce & Lambton Street Reconstruction	400,000			523,533	
Con. 4 NDR Road Capital	175,000			200,000	
Sidewalk Replacement	20,000			20,000	
Pre-Engineering for Capital Projects	50,000			150,000	
	<b>1,378,533</b>			<b>1,243,533</b>	
Housing Improvements	16,000			24,000	
				80,000	

		<b>16,000</b>		104,000	
<b>Equipment and Housing</b>					
New Half ton - Normanby Lead Hand		35,000		30,000	
1 new one ton dump		45,000		45,000	
new grader		412,000		265,000	
Rear Mount Roller for Grader		12,000		175,000	
Equipment Reserve					
Miscellaneous Equipment		10,000		10,000	
		<b>514,000</b>		525,000	
		1,908,533.00		1,872,533.00	

<b>2018 BUDGET WORKSHEET - STREETLIGHTING</b>					
Account Code	Description	2018 BUDGET		2017 BUDGET	to Oct. 26/17 2016 YTD
1430535410	Revenue - Street Lighting	0.00	0.00	0.00	(49,593.25)
<b>OPERATING REVENUES</b>				<b>0.00</b>	<b>(49,593.25)</b>
1553301010	St Lighting/XMAS lights Wages	2,000.00	0.00	2,000.00	473.20
1553302030	St Lighting/XMAS lights West Grey	2,000.00	0.00	2,000.00	124.13
1553312030	Parking Lot Lighting Dur Furniture		0.00		0.00
		<b>4,000.00</b>		<b>4,000.00</b>	<b>597.33</b>
1553402014	St Lighting Elmwood Utilities	4,000.00	1,250.00	2,750.00	4,152.04
1553402030	St Lighting Expense Elmwood	500.00	0.00	500.00	0.00
		<b>4,500.00</b>		<b>3,250.00</b>	<b>4,152.04</b>
1553501010	Street Lighting Durham Wages	500.00	(500.00)	1,000.00	498.33
1553502014	St Lighting Durham Utilities	20,000.00	(7,500.00)	27,500.00	13,253.49
1553502030	St Lighting Expense Durham	1,500.00	(1,500.00)	3,000.00	460.86
		<b>22,000.00</b>		<b>31,500.00</b>	<b>14,212.68</b>
1553552014	St Lighting H.Bridge Utilities	500.00	(2,000.00)	2,500.00	378.28
1553552030	Street Lighting Heritage Bridge	1,000.00	500.00	500.00	840.00
		<b>1,500.00</b>		<b>3,000.00</b>	<b>1,218.28</b>
1553702014	St Lighting Ayton Utilities	4,000.00	0.00	4,000.00	560.86
1553702030	St Lighting Expense Ayton	600.00	0.00	600.00	0.00
		<b>4,600.00</b>		<b>4,600.00</b>	<b>560.86</b>
1553752030	St Lighting Expense Glenelg	12,000.00	10,200.00	1,800.00	12,487.34
		<b>12,000.00</b>		<b>1,800.00</b>	<b>12,487.34</b>
1553802014	St Lighting Neustadt Utilities	8,000.00	2,000.00	6,000.00	7,809.29
1553802030	St Lighting Expense Neustadt	800.00	300.00	500.00	717.41
		<b>8,800.00</b>		<b>6,500.00</b>	<b>8,526.70</b>
1553902030	St Lighting Expense Varney		(1,000.00)	1,000.00	0.00
				<b>1,000.00</b>	<b>0.00</b>
1553992014	Traffic Lights Durham Hydro	4,000.00	0.00	4,000.00	3,057.85
		<b>4,000.00</b>		<b>4,000.00</b>	<b>3,057.85</b>
<b>1-5-5300-3077</b>	<b>Transfer to Capital</b>	<b>63,600.00</b>	50.00	<b>63,550.00</b>	
<b>OPERATING EXPENSES</b>		<b>125,000.00</b>		<b>123,200.00</b>	<b>44,813.08</b>
<b>CAPITAL REVENUES</b>					
1494535115	Street Lighting - from revenue	(63,600.00)	(63,550.00)	<b>(63,550.00)</b>	<b>0.00</b>
<b>CAPITAL EXPENSES</b>					
1595533076	Street Lighting - tsfr to reserve	63,600.00	63,550.00	<b>63,550.00</b>	<b>0.00</b>
<b>STREET LIGHTING TOTAL</b>		<b>125,000.00</b>	<b>1,800.00</b>	<b>123,200.00</b>	<b>(4,780.17)</b>
		1,800.00	-	0.00	
		1.5%		0.0%	

<b>2018 BUDGET WORKSHEET - LANDFILL</b>					
Account Code	Description	2018 BUDGET		2017 BUDGET	to Oct. 26/17 2017 YTD
1430605110	Landfill Grants Province	(100,000.00)	0.00	(100,000.00)	(56,359.38)
1430605300	Landfill Revenue - Other Municipal		0.00		0.00
1430605409	Revenues - Landfill Recycling		0.00		(41,070.45)
1430605410	Revenue - Landfill	(25,000.00)	0.00	(25,000.00)	(6,644.97)
1430605411	Revenue - Landfill Bag Tag sales	(135,000.00)	0.00	(135,000.00)	(110,549.00)
1430605412	Revenue Landfill Bentinck	(50,000.00)	(10,000.00)	(40,000.00)	(41,867.00)
1430605413	Revenue Landfill Normanby	(31,000.00)	0.00	(31,000.00)	(24,103.00)
1430605414	Revenue Landfill Durham	(140,000.00)	(10,000.00)	(130,000.00)	(120,567.00)
<b>OPERATING REVENUES</b>		<b>(481,000.00)</b>		<b>(461,000.00)</b>	<b>(401,160.80)</b>
1560001010	Landfill Wages		0.00		0.00
1560002010	Landfill Material & Suplies		0.00		80.00
1560002014	Landfill Utilities		0.00		0.00
1560002017	Landfill Education/Advertising	2,000.00	1,000.00	1,000.00	2,415.78
1560002057	Landfill Hazardous Waste Day	20,000.00	0.00	20,000.00	21,494.74
1560002058	Landfill Machine Time Expense		0.00		0.00
1560003011	Landfill Contract Labour		0.00		0.00
1560003012	Garbage Collection	123,000.00	2,450.00	120,550.00	84,586.83
1560003013	Landfill - Recycling Expenses	165,000.00	2,950.00	162,050.00	140,648.22
1560003077	Landfill - transfer to capital		(100,000.00)	100,000.00	0.00
1560007200	Landfill Closure/Post Closure		0.00		0.00
1560007201	Landfill Post Closure Paid		0.00		5,384.79
<b>LANDFILL</b>		<b>310,000.00</b>		<b>403,600.00</b>	<b>254,610.36</b>
1560101010	Landfill Bentinck Wages	30,000.00	8,000.00	22,000.00	15,615.00
1560101011	Landfill Bentinck CPP	500.00	400.00	100.00	70.82
1560101012	Landfill Bentinck EI	800.00	450.00	350.00	154.30
1560101021	Landfill Bentinck EHT	300.00	50.00	250.00	131.89
1560101022	Landfill Bentinck Work's Comp	350.00	0.00	350.00	206.34
1560102010	Landfill Bentinck Material/Suppl's	11,000.00	0.00	11,000.00	4,060.25
1560102014	Landfill Bentinck Utilities	1,000.00	400.00	600.00	712.39
1560102016	Landfill Bentinck Telephone	600.00	500.00	100.00	0.00
1560102030	Landfill Bentinck Engineering Fees	15,000.00	0.00	15,000.00	6,398.12
1560102055	Landfill Bentinck Compaction/Cover	20,000.00	5,000.00	15,000.00	9,047.50
1560102058	Landfill Bentinck Machine Time Exp	20,000.00	16,000.00	4,000.00	1,675.00
1560103011	Landfill Bentinck Contract Labour	25,000.00	25,000.00		157.40
<b>LANDFILL BENTINCK</b>		<b>124,550.00</b>		<b>68,750.00</b>	<b>38,229.01</b>
1560201010	Landfill Normanby Wages	7,000.00	(8,000.00)	15,000.00	11,987.30
1560201011	Landfill Normanby CPP	0.00	0.00	0.00	0.00
1560201012	Landfill Normanby EI	125.00	(125.00)	250.00	164.29
1560201021	Landfill Normanby EHT	100.00	(100.00)	200.00	140.39
1560201022	Landfill Normanby Work Comp	120.00	(105.00)	225.00	219.54
1560202010	Landfill Normanby Material/Suppl's	4,000.00	(4,000.00)	8,000.00	4,637.90
1560202014	Landfill Normanby Utilities	100.00	0.00	100.00	0.00
1560202016	Landfill Mormanby Telephone		(100.00)	100.00	0.00
1560202017	Landfill Normanby Education/Train'g		(250.00)	250.00	0.00



<b>2018 BUDGET WORKSHEET - LANDFILL</b>					
1560202030	Landfill Normanby Engineering Fees	12,000.00	0.00	12,000.00	6,525.33
1560202055	Landfill Normanby Compaction/Cover	3,000.00	0.00	3,000.00	4,042.50
1560202056	Landfill Normanby Debris Pickup	200.00	0.00	200.00	0.00
1560202058	Landfill Normanby Machine Time Exp	3,000.00	0.00	3,000.00	2,327.50
1560203011	Landfill Normanby Contract Labour	3,500.00	0.00	3,500.00	676.89
	Landfill Closure				
<b>LANDFILL NORMANBY</b>		<b>33,145.00</b>		<b>45,825.00</b>	<b>30,721.64</b>
1560301010	Landfill Durham Wages	32,000.00	(10,000.00)	42,000.00	46,582.96
1560301011	Landfill Durham CPP	850.00	(350.00)	1,200.00	774.30
1560301012	Landfill Durham EI	500.00	(200.00)	700.00	603.78
1560301021	Landfill Durham EHT	500.00	(100.00)	600.00	515.88
1560301022	Landfill Durham Work Comp	600.00	(100.00)	700.00	807.04
1560302010	Landfill Durham Material/Suppl's	18,000.00	0.00	18,000.00	1,888.69
1560302014	Landfill Durham Utilities	1,000.00	250.00	750.00	504.90
1560302016	Landfill Durham Telephone	600.00	250.00	350.00	122.13
1560302017	Landfill Education/Train'g	1,000.00	750.00	250.00	0.00
1560302029	Cat 816 Landfill Compactor-oil/fuel	2,000.00	0.00	2,000.00	107.41
1560302030	Landfill Durham Engineering Fees	15,000.00	0.00	15,000.00	4,739.02
1560302034	Cat816 Landfill Compactor rep/maint	10,000.00	5,000.00	5,000.00	0.00
1560302055	Landfill Durham Compaction/Cover	12,000.00	0.00	12,000.00	22,145.00
1560302056	Landfill Durham Debris Pickup	600.00	0.00	600.00	0.00
1560302058	Landfill Durham Machine Time Exp	1,500.00	0.00	1,500.00	2,405.00
1560303011	Landfill Durham Contract Labour	2,500.00	0.00	2,500.00	276.25
<b>LANDFILL DURHAM</b>		<b>98,650.00</b>		<b>103,150.00</b>	<b>81,472.36</b>
1560401010	Landfill Glenelg Wages	0.00	0.00	0.00	0.00
1560402030	Landfill Glenelg Engineering Fees	5,000.00	0.00	5,000.00	2,758.27
1560407201	Landfill Glenelg Post Closure Paid	0.00	0.00	0.00	0.00
<b>LANDFILL GLENELG</b>		<b>5,000.00</b>		<b>5,000.00</b>	<b>2,758.27</b>
<b>OPERATING EXPENDITURES</b>		<b>571,345.00</b>		<b>626,325.00</b>	<b>407,791.64</b>
1494606540	Landfill transfer from Reserve	(41,000.00)	100,000.00	(141,000.00)	0.00
1594606530	Capital Revenues from Revenue Fund		100,000.00	(100,000.00)	0.00
<b>Total Capital Revenues</b>		<b>(41,000.00)</b>		<b>(241,000.00)</b>	<b>0.00</b>
1595603000	Capital Expenses	41,000.00	(180,000.00)	221,000.00	19,532.86
	Transfer to Reserves		(20,000.00)	20,000.00	
<b>Total Capital Expenses</b>		<b>41,000.00</b>		<b>241,000.00</b>	<b>19,532.86</b>
<b>LANDFILL TOTAL</b>		<b>90,345.00</b>	<b>(74,980.00)</b>	<b>165,325.00</b>	<b>26,163.70</b>
	Budget Change Yr over Yr	(74,980.00)	-		
		-45.4%		0.0%	
Capital					
Household Hazardous Project from 2015.		41,000.00			

<b>DURHAM WATER/SEWER 2018 BUDGET WORKSHEET</b>					
Account Number	Account Name	2018 BUDGET		2017 BUDGET	to Oct. 26/17 2017 YTD
1410405150	Sewer Frontage Charge Durham				(7,151.94)
	<b>Subtotal Sewer Frontage</b>			<b>0.00</b>	<b>(7,151.94)</b>
1430575420	Water Revenue Durham	(300,000.00)	-	(300,000.00)	(210,331.79)
1430575422	Water Durham Fire Line Chrg' Rev	(11,000.00)	-	(11,000.00)	(8,640.00)
1430575423	Water Durham Capital Finance Charge	(325,000.00)	75,000	(400,000.00)	(372,521.48)
1430575424	Water Durham User Connection Chrg'	(3,000.00)	-	(3,000.00)	(1,200.00)
1430575425	Water Durham Hydrant rental Fire	0.00	-	0.00	(9,712.55)
1430575426	Water Durham Misc Revenue	(20,000.00)	-	(20,000.00)	0.00
1430575429	Dur. Water Grants Ontario		-		0.00
	<b>Subtotal Water Revenue</b>	<b>(659,000.00)</b>		<b>(734,000.00)</b>	<b>(602,405.82)</b>
1430575430	Sewer Revenue Durham	(350,000.00)	-	(350,000.00)	(229,023.94)
1430575431	Sewer Revenue Misc - Durham	0.00	-	0.00	(100.00)
1430575423	Sewer Durham Capital Finance Charge	(173,000.00)	(85,000)	(88,000.00)	0.00
1430575434	Durham Sewer User Connection Charge	(3,000.00)	-	(3,000.00)	(600.00)
1430575476	Sewer Rev Dur transfer fro Reserve		-		0.00
	<b>Subtotal Sewer Revenue</b>	<b>(526,000.00)</b>		<b>(441,000.00)</b>	<b>(229,723.94)</b>
1557201010	Durham Water Wages	25,000.00	(5,000)	30,000.00	15,336.95
1557202010	Water Material & Supplies Durham	80,000.00	(30,000)	110,000.00	45,354.70
1557202014	Durham Water Utilities	45,000.00	(5,000)	50,000.00	38,188.13
1557202016	Water Durham Telephone	2,200.00	(800)	3,000.00	1,066.09
1557202020	Durham Water Membership	400.00	-	400.00	0.00
1557202024	Water Durham Legal Fees		-		0.00
1557202025	Water Durham Insurance	11,000.00	-	11,000.00	6,329.05
1557202030	Water Durham Engineering Fees	10,000.00	(5,000)	15,000.00	0.00
1557202058	Durham Water Machine Time Charge	4,000.00	-	4,000.00	5,315.00
1557202199	Water Durham Mgmt Fee/Pty Tax	0.00	(5,000)	5,000.00	3,246.43
1557202198	Water Durham Contract Payments	110,000.00	10,000	100,000.00	70,100.02
1557203011	Water Durham Contract Labour	3,000.00	(1,000)	4,000.00	1,796.67
1557203075	Transfer to Own Fund Res/Res Fund	1,844.00	1,844		0.00
1557203077	Transfer to Capital	165,000.00	130,000	35,000.00	0.00
1557205050	Durham Water Loan Principal	141,541.00	-	141,541.00	81,015.26
1557205051	Durham water loan interest	60,015.00	-	60,015.00	13,119.66
	<b>Subtotal Water Operating Expense</b>	<b>659,000.00</b>		<b>568,956.00</b>	<b>280,867.96</b>
1557301010	Sewer Durham Wages	10,000.00	-	10,000.00	7,410.13
1557302010	Sewer Material & Supplies Durham	30,000.00	(5,000)	35,000.00	16,393.24
1557302014	Sewer Durham Utilities	60,000.00	-	60,000.00	47,127.01
1557302016	Sewer Durham Telephone/Internet	800.00	-	800.00	0.00
1557302020	Durham Sewer Membership		-		0.00
1557302024	Durham Sewer Legal		-		0.00
1557302025	Sewer Durham Insurance	11,000.00	-	11,000.00	6,329.05
1557302030	Sewer Durham Engineering Fees	10,000.00	2,000	8,000.00	3,271.19
1557302058	Durham Sewer Machine Time Charge	2,000.00	-	2,000.00	1,640.00
1557302198	Sewer Durham Contract Payments	190,000.00	5,000	185,000.00	123,930.60
1557303011	Sewer Durham Contract Labour		-		870.03
1557303060	Sewer Durham Sludge Storage/Haulage	40,000.00	7,000	33,000.00	26,347.87
1557303075	Transfer to Own Fund Res/Res Fund		(135,257)	135,257.00	0.00
1557303077	Transfer to Capital	135,557.00	46,213	89,344.00	0.00
1557305050	Durham Sewer Loan Principal	23,443.00	-	23,443.00	13,474.41
1557305051	Durham Sewer Loan Interest	13,200.00	-	13,200.00	2,526.48
	<b>Subtotal Sewer Operating Expense</b>	<b>526,000.00</b>		<b>606,044.00</b>	<b>249,320.01</b>
1494585110	Grants Ontario	0.00	165,042	(165,042.00)	(170,910.00)
1494585115	Grants Canada		-		0.00
1494586510	Cont'b from Other Donations	0.00	-	0.00	0.00
1494586530	Cont'b from Rev Fund Water Durham	(165,000.00)	(130,000)	(35,000.00)	0.00
1494586540	Cont'b from Res Fund Water Durham	0.00	-	0.00	0.00
1494586550	Debentures Issued Water Durham	(135,000.00)	(135,000)	0.00	0.00
	<b>Subtotal Water Capital Revenue</b>	<b>(300,000.00)</b>		<b>(200,042.00)</b>	<b>(170,910.00)</b>

<b>DURHAM WATER/SEWER 2018 BUDGET WORKSHEET</b>					
Account Number	Account Name	<b>2018 BUDGET</b>		<b>2017 BUDGET</b>	to Oct. 26/17 2017 YTD
1494587530	Cont'b from Rev Fund Sewer Durham	(135,557.00)	(46,213)	(89,344.00)	0.00
1494587510	Cont'b from Grants Ontario	0.00	143,656	(143,656.00)	0.00
1494587550	Sewer Durham Debenture	(114,443.00)	(114,443)	0.00	0.00
1494587710	Cont'b from LIPS Durham Sewer	0.00	-	0.00	0.00
	<b>Subtotal Sewer Capital Revenue</b>	<b>(250,000.00)</b>		<b>(233,000.00)</b>	<b>0.00</b>
1595582000	Sewer Durham Capital Expense	250,000.00	17,000	233,000.00	0.00
			-	0.00	0.00
	<b>Subtotal Sewer Capital Expense</b>	<b>250,000.00</b>		<b>233,000.00</b>	<b>0.00</b>
1595583000	Water Durham Capital Expense	300,000.00	99,958	200,042.00	90,665.06
	<b>Subtotal Water Capital Expense</b>	<b>300,000.00</b>		<b>200,042.00</b>	<b>90,665.06</b>
<b>DEPARTMENT TOTAL</b>		<b>0.00</b>	-	<b>0.00</b>	<b>(389,338.67)</b>
			-		

<b>NEUSTADT WATER/SEWER 2018 BUDGET WORKSHEET</b>					
Account Number	Account Name	2018 BUDGET		2017 BUDGET	to Oct. 26/17 2016 YTD
1410405120	Water - Neustadt				0.00
1410405131	Sewer Frontage/Connection Neustadt				0.00
1410405132	Sewer Capital Connection				0.00
1415576420	Investment Income Sewer				(4.20)
				0.00	(4.20)
1430575110	Neu. Water Grants Ontario	0.00	0.00	0.00	0.00
1430575409	Water Neustadt Capital Finance Chrg	(72,000.00)	(2,000.00)	(70,000.00)	(52,160.21)
1430575410	Water Revenue Neustadt	(102,000.00)	(2,000.00)	(100,000.00)	(44,757.22)
1430575411	Water Neustadt Fire Line Revenue	(2,000.00)	(2,000.00)		(1,620.00)
1430575412	water Revenue Neustadt other	(10,000.00)	(2,000.00)	(8,000.00)	(9,920.00)
	<b>Subtotal Water Operating Revenue</b>	<b>(186,000.00)</b>		<b>(178,000.00)</b>	<b>(108,457.43)</b>
1430575414	Sewer Revenue Neustadt	(85,000.00)	(1,000.00)	(84,000.00)	(59,579.43)
1430575416	Sewer Revenue Neustadt Misc		0.00	0.00	0.00
	<b>Subtotal Sewer Operating Revenue</b>	<b>(85,000.00)</b>		<b>(84,000.00)</b>	<b>(59,579.43)</b>
1557001010	Water Neustadt Wages	4,000.00	1,000.00	3,000.00	3,722.51
1557002010	Water Material & Supplies	25,000.00	5,000.00	20,000.00	27,751.96
1557002014	Water Neustadt Utilities	12,000.00	0.00	12,000.00	9,222.31
1557002016	Water Neustadt Telephone	800.00	(100.00)	900.00	560.90
1557002020	Water Memberships	300.00	0.00	300.00	0.00
1557002024	Water Neustadt Legal Fees		0.00	0.00	0.00
1557002025	Water Neustadt Insurance	2,500.00	0.00	2,500.00	1,291.05
1557002198	Water Neustadt Contract Payments	80,000.00	8,000.00	72,000.00	44,236.24
1557003011	Neustadt water Contract labour	3,000.00	(2,000.00)	5,000.00	2,545.87
1557003075	Transfer to Own Fund Res/Res Fund		(12,475.00)	12,475.00	0.00
1557003077	Water Transfer to Capital	42,100.00	7,100.00	35,000.00	0.00
1557005050	Neustadt Water Loan Principal	14,900.00	0.00	14,900.00	7,719.24
1557005051	Neustadt Water Loan Interest	1,400.00	0.00	1,400.00	135.55
	<b>Subtotal Water Operating Expense</b>	<b>186,000.00</b>		<b>179,475.00</b>	<b>97,185.63</b>
1557101010	Sewer Neustadt Wages	1,500.00	(500.00)	2,000.00	969.33
1557102010	Sewer Material & Supplies	10,000.00	7,000.00	3,000.00	9,192.83
1557102014	Sewer Neustadt Utilities	6,000.00	0.00	6,000.00	4,807.27
1557102016	Sewer Neustadt Telephone	650.00	0.00	650.00	564.00
1557102025	Sewer Neustadt Insurance	2,400.00	0.00	2,400.00	1,291.05
1557102198	Sewer Neustadt Contract Payments	49,000.00	0.00	49,000.00	32,105.12
1557103011	Sewer Neustadt Contact Labour		0.00	0.00	948.68
1557103075	Transfer to Own Fund Res/Res Fund		0.00	0.00	0.00
1557103077	Sewer Transfer to Capital	15,450.00	(4,025.00)	19,475.00	0.00
1557105050	Neustadt Sewer Loan Principal		0.00	0.00	0.00
1557105051	Neustadt Sewer Loan Interest		0.00	0.00	0.00
	<b>Subtotal Sewer Operating Expense</b>	<b>85,000.00</b>		<b>82,525.00</b>	<b>49,878.28</b>
1494575110	Grants Ontario	0.00	0.00	0.00	0.00
	reserve fund	(79,950.00)	(79,950.00)	0.00	
1494576530	Cont'b from Rev Fund Water Neustadt	(42,100.00)	(7,100.00)	(35,000.00)	0.00
1494577530	Cont'b from Rev Fund Sewer Neustadt	(15,450.00)	4,025.00	(19,475.00)	0.00
	<b>Subtotal Capital Revenue</b>	<b>(137,500.00)</b>		<b>(54,475.00)</b>	<b>0.00</b>
1595572000	Sewer Neustadt Capital Expense	25,000.00	25,000.00	0.00	0.00
	Sewer Neustadt tsfr to Reserve		(19,475.00)	19,475.00	
1595573000	Water Neustadt Capital Expense	112,500.00	77,500.00	35,000.00	0.00
	<b>Subtotal Capital Expense</b>	<b>137,500.00</b>		<b>54,475.00</b>	<b>0.00</b>
<b>DEPARTMENT TOTAL</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(20,977.15)</b>

<b>2018 BUDGET WORKSHEET - ENVIRONMENTAL/WATER/SEWER</b>				
Account Code	Description	2018 BUDGET		to Oct. 27/17
				2017 Budget
				2017 YTD
1430575610	West Grey Water Revenue Misc	(1,500.00)		(1,500.00)
<b>OPERATING REVENUES</b>		<b>(1,500.00)</b>	<b>0.00</b>	<b>(1,500.00)</b>
1-5-5739-3075	West Grey Water Tsfr to Reserve	1,100.00		1,100.00
1557412010	West Grey Water Materials & Supp	500.00		500.00
1557412031	West Grey Water Monitoring/Maint	400.00		400.00
				250.27
		<b>2,000.00</b>	<b>0.00</b>	<b>2,000.00</b>
<b>OPERATING EXPENSES</b>		<b>2,000.00</b>		<b>2,000.00</b>
				<b>250.27</b>
<b>ENVIRONMENTAL/WATER/SEWER TOTAL</b>		<b>500.00</b>		<b>500.00</b>
				<b>(1,249.73)</b>
		0.00		
		0.0%		



	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
<b>NORMANBY SHED</b>	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
LED lights	5,000									
Windows		3,000								
Shop office upgrade					3,000					
Bathroom Upgrades				3,000						
Shed Reserve	0	2000	5000	2000	2000	5000	5000	5000	5000	5000
<b>DURHAM WASTE WATER</b>										
insulate	2,000									
new genrator & electrical upgrades		130,000								
furnace			5,000							
new roof										
<b>NEUSTADT LIFT STATION</b>										
roof		10,000								

Total Budget By Year                      21,000    165,000    47,000    40,000    42000    40000    37000    35000    37000    35000





General Ledger

Department	BUDGETED Expense	BUDGETED Tsfr to Reserve	Revenue Source						
			Levy	User Fees	Reserves	Gas Tax Grant Gas Tax \$373,533	Other Grants OCIF \$205,092	Other	
Glenelg Shed Reserve			\$0						
Bentinck Shed Windows	\$3,000		(\$3,000)						
Air compressor	\$5,000		(\$5,000)						
Bentinck Shed Reserve			\$0						
Normanby Shed LED Lighting									
Normanby Shed Reserve									
<b>Total Public Works Housing</b>	<b>\$8,000</b>	<b>\$0</b>	<b>(\$8,000)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Public Works Capital</b>	<b>\$1,950,533</b>	<b>\$0</b>	<b>(\$1,095,375)</b>	<b>\$0</b>	<b>(\$236,533)</b>	<b>(\$373,533)</b>	<b>(\$205,092)</b>	<b>(\$40,000)</b>	
<b>Water</b>									
Neustadt Water									
Install Radio Frequency Water Metres	\$112,500			(\$112,500)					
<b>Subtotal Neustadt</b>	<b>\$112,500</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$112,500)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Durham Water									
Bruce and Lambton Street Water upgrades	\$300,000			(\$300,000)			\$0	\$0	
				\$0					
				\$0					
<b>Subtotal Durham</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$300,000)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Water</b>	<b>\$412,500</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$412,500)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

General Ledger

Department	BUDGETED Expense	BUDGETED Tsfr to Reserve	Revenue Source					
			Levy	User Fees	Reserves	Gas Tax Grant Gas Tax \$373,533	Other Grants OCIF \$205,092	Other
<b>Sewer</b>								
Neustadt Sewer Lagoon Erosion Protection	\$25,000			(\$25,000)				
<b>Subtotal Neustadt</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$25,000)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Durham Sewer New Generator for WWTP and Electrical upgrades Bruce & Lambton Street - Sewer Upgrades	\$150,000 \$100,000			(\$150,000) (\$100,000)				loan
<b>Subtotal Durham</b>	<b>\$250,000</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$250,000)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Sewer</b>	<b>\$275,000</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$275,000)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Environmental Services</b>								
Household Hazardous Waste Project	\$41,000				(\$41,000)			
<b>Total Environmental</b>	<b>\$41,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$41,000)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total 2017 Capital Budget</b>	<b>\$2,738,683</b>	<b>\$63,550</b>	<b>(\$1,218,575)</b>	<b>(\$687,500)</b>	<b>(\$277,533)</b>	<b>(\$373,533)</b>	<b>(\$205,092)</b>	<b>(\$40,000)</b>



1078 Bruce Road 12, P.O. Box 150, Formosa ON Canada N0G 1W0  
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October 18, 2017

To: Municipalities of the Saugeen Watershed

Dear Municipal Council,

I am pleased to enclose the 2018 Draft Budget and budget notes for Saugeen Conservation. This Draft Budget was approved for distribution to the member municipalities by the Authority Members on October 17, 2017.

This Draft Budget provides for a municipal levy increase of 1.5% over the 2017 levy. This represents a dollar increase of \$24,025.

The Authority is scheduled to meet on December 19<sup>th</sup> to vote on the acceptance of the 2018 Budget.

I would be pleased to attend a council or other meeting to explain the Draft Budget should you wish.

Saugeen Conservation looks forward to continuing to work with its municipal stakeholders to protect and enhance our wonderful watershed.

Sincerely,

Wayne Brohman  
General Manager/Secretary-Treasurer  
Saugeen Conservation  
Encl.



**Watershed Member Municipalities**

Municipality of Arran-Elderslie, Municipality of Brockton, Township of Chatsworth, Municipality of Grey Highlands,  
Town of Hanover, Township of Howick, Municipality of Morris-Turnberry, Municipality of South Bruce,  
Township of Huron-Kinloss, Municipality of Kincardine, Town of Minto, Township of Wellington North,  
Town of Saugeen Shores, Township of Southgate, Municipality of West Grey

# Draft Budget 2018



October 17, 2017

**SAUGEEN VALLEY CONSERVATION AUTHORITY  
SUMMARY  
2018**

	SOURCES OF FUNDING									
	2017 BUDGET	PROPOSED 2018 BUDGET	PROVINCIAL FUNDING	DONATIONS	SPECIAL LEVY	GENERAL LEVY	SELF GENERATED	OTHER	RESERVES	SURPLUS
OPERATIONS - GENERAL LEVY	2,220,737	2,374,508	159,902	3,000	76,534	1,663,755	394,541		76,776	
OPERATIONS - NON GENERAL LEVY	1,172,450	1,097,757					1,097,757			58,488 <sup>1</sup>
CAPITAL PROJECTS:										
WATER MANAGEMENT	34,000	17,000			10,000			7,000		
RECREATIONAL PROPERTIES	15,000	0								
ADMINISTRATION	16,000	0								
<b>TOTAL</b>	<b>3,458,187</b>	<b>3,489,265</b>	<b>159,902</b>	<b>3,000</b>	<b>86,534</b>	<b>1,663,755</b>	<b>1,492,298</b>	<b>7,000</b>	<b>76,776</b>	<b>58,488</b>

Note:

1. Non-General Levy surplus to be put into appropriate reserve for future capital reinvestment into those programs.

**SAUGEEN VALLEY CONSERVATION AUTHORITY  
PROPOSED OPERATIONS BUDGET (GENERAL LEVY PROGRAMS)  
2018**

PROGRAM	2017 BUDGET	PROPOSED 2018 BUDGET	SOURCES OF FUNDING					
			PROVINCIAL FUNDING	DONATIONS	SPECIAL LEVY	GENERAL LEVY	SELF GENERATED	RESERVES
<b>ADMINISTRATION</b>	423,958	446,770				420,145	25,800	825
<b>FLOOD WARNING</b>	192,105	215,896	107,948			106,948	1,000	
<b>WATER MANAGEMENT</b>								
Water Projects Maintenance & Stewardship	134,095	139,885	51,954		76,534	10,000		1,397
Water Quality	114,246	109,797				104,368	3,200	2,229
<b>ENVIRONMENTAL PLANNING &amp; REGULATIONS</b>	651,090	733,915				340,990	320,600	72,325
<b>IT &amp; GEOGRAPHICAL INFORMATION SYSTEMS</b>	174,069	177,931				177,931		
<b>COMMUNITY SERVICES</b>								
Community Relations	222,587	218,309				216,309	2,000	
Education	89,269	91,291		3,000		55,450	32,841	
<b>LAND MANAGEMENT</b>								
Non-Revenue Parks	161,510	179,789				170,689	9,100	
Property Management	57,807	60,925				60,925		
<b>TOTAL PROGRAM OPERATIONS</b>	<b>2,220,737</b>	<b>2,374,508</b>	<b>159,902</b>	<b>3,000</b>	<b>76,534</b>	<b>1,663,755</b>	<b>394,541</b>	<b>76,776</b>



**SAUGEEN VALLEY CONSERVATION AUTHORITY  
PROPOSED CAPITAL PROJECTS BUDGET  
2018**

PROGRAM	2018 BUDGET	PROPOSED 2018 BUDGET	SOURCES OF FUNDING					COMMENTS	
			PROVINCIAL FUNDING	DONATIONS	SPECIAL LEVY	GENERAL LEVY	RESERVES		OTHER
<b>WATER MANAGEMENT PROJECTS</b>									
Durham Ice Management Capital Contingency	24,000	0							
Lake Huron Centre for Coastal Conservation	10,000	10,000			10,000				
Walkerton Property Maintenance	0	7,000						7,000	
<b>Sub-Total</b>	<b>34,000</b>	<b>17,000</b>							
<b>RECREATIONAL PROPERTIES</b>									
Saugeen Parks Improvements	7,900	0							
Non Revenue Parks & Land Management	7,100	0							
Greenock Wetland Trail	0	0							
<b>Sub-Total</b>	<b>15,000</b>	<b>0</b>							
<b>ADMINISTRATION PROJECTS</b>									
Document Scanning	16,000	0							
<b>Sub-Total</b>	<b>16,000</b>	<b>0</b>							
<b>TOTAL - PROJECTS</b>	<b>65,000</b>	<b>17,000</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>7,000</b>	



**SAUGEEN VALLEY CONSERVATION AUTHORITY  
PROPOSED 2018 GENERAL LEVIES**

		<b>2017</b>								
		<b>Current Value</b>	<b>2017 CVA</b>	<b>CVA Based</b>						
	<b>% in</b>	<b>Assessment (CVA)</b>	<b>(Modified) in</b>	<b>Apportionment</b>	<b>2017 Actual</b>	<b>2018 PROPOSED</b>	<b>2018 \$ Increase</b>	<b>Levy</b>	<b>% Incr</b>	<b>% Change in</b>
<b>Municipality</b>	<b>CA</b>	<b>(Modified)</b>	<b>Watershed</b>	<b>Percentage</b>	<b>General Levy</b>	<b>General Levy</b>	<b>Over 2017</b>	<b>Increase</b>	<b>Assessment</b>	<b>Apportionment</b>
Arran-Elderslie	48	670,981,408	322,071,076	2.5440	\$ 41,506	\$ 42,287	\$ 781	1.9%	1.74	-1.2996%
Brockton	100	1,104,776,478	1,104,776,478	8.7265	\$ 139,961	\$ 145,148	\$ 5,187	3.7%	3.59	2.2437%
Chatsworth	49	798,324,991	391,179,245	3.0899	\$ 51,112	\$ 51,369	\$ 257	0.5%	0.37	-0.9273%
Grey Highlands	31	1,800,257,576	558,079,848	4.4082	\$ 72,581	\$ 73,302	\$ 721	1.0%	0.87	-0.4380%
Hanover	100	861,158,261	861,158,261	6.8022	\$ 112,914	\$ 113,132	\$ 218	0.2%	0.08	-1.2200%
Howick	8	371,121,396	29,689,712	0.2345	\$ 3,799	\$ 4,016	\$ 217	5.7%	8.27	6.8895%
Huron-Kinloss	57	1,267,890,188	722,697,407	5.7085	\$ 94,680	\$ 94,936	\$ 256	0.3%	0.15	-1.1463%
Kincardine	100	2,304,182,465	2,304,182,465	18.2005	\$ 303,458	\$ 302,772	(\$686)	(0.2)%	-0.33	-1.6271%
Minto Town	36	901,191,247	324,428,849	2.5626	\$ 40,597	\$ 42,596	\$ 1,999	4.9%	4.78	3.4192%
Morris-Turnberry	5	423,125,307	21,156,265	0.1671	\$ 2,991	\$ 3,178	\$ 187	6.3%	10.12	8.7254%
Saugeen Shores	100	2,687,575,550	2,687,575,550	21.2288	\$ 355,175	\$ 353,157	(\$2,018)	(0.6)%	-0.67	-1.9639%
South Bruce	99	594,766,403	588,818,739	4.6510	\$ 74,551	\$ 77,342	\$ 2,791	3.7%	3.62	2.2740%
Southgate	94	815,068,745	766,164,620	6.0518	\$ 96,138	\$ 100,648	\$ 4,510	4.7%	4.57	3.2104%
Wellington North	33	1,432,770,017	472,814,105	3.7347	\$ 58,566	\$ 62,097	\$ 3,531	6.0%	5.89	4.5199%
West Grey	100	1,505,225,081	1,505,225,081	11.8896	\$ 191,702	\$ 197,775	\$ 6,073	3.2%	3.05	1.7161%
			<b>12,660,017,702</b>	<b>100.00</b>	<b>\$ 1,639,730</b>	<b>\$ 1,663,755</b>	<b>\$ 24,025</b>	<b>1.5%</b>	1.36	0.000%

## 2018 Budget Notes

### General (Not Department Specific)

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1. The General Levy increase in the previous 6 years has been:

2012	9.0%
2013	2.5%
2014	1.5%
2015	1.9%
2016	1.9%
2017	1.4%
2. The 2018 General Levy budget increase is at 1.5% or \$24,025. The salary grid increase (see #2 below) accounts for \$20,000 of this increase. In addition, the Long Term Disability premium previously paid by employees, accounts for \$17,000 of the increase. Increased revenues and other program savings offset the impact of these two identified items on General Levy.
3. The Personnel Policy (24.05) provides for an increase in the salary grid each January equivalent to the Ontario inflation rate for the 12 months ended in the previous September. The most recent available CPI data for 2017 indicates a 12 month inflation rate of 1.2% to July 31. Accordingly the 2018 budget provides for a 1.2% salary grid increase.
4. The Ministry of Natural Resources and Forestry annual grant has remained unchanged for 16 years at \$157,669. The 2018 budget assumes a grant of that same amount. The grant covers some of the costs for flood warning and water projects.
5. There are several proposed staff position changes for 2018. The Planning & Regulations department is proposing the addition of a part time (4 days) Regulations Officer the rationale for which will be explained at the Authority budget meeting. The Senior Manager, Flood Warning & Land Management has indicated that he will retire in October 2018 and the Manager, Forestry has indicated he will retire late summer of 2018. Additional salary costs have been allocated to those departments for 2018 to cover a training period for the expected new hires.

6. The 2018 budget assumes that \$72,000 from the expected 2017 Planning & Regulations department surplus will be applied to that department's 2018 budget to fund staffing for the year.
7. The expectation for 2017 is an overall surplus of \$150,000 to \$200,000 for the year compared to a budgeted surplus of \$48,000. The positive results are mainly the result of an expected \$79,000 surplus in Planning & Regulations due to continuing strong volume of work; unbudgeted interest income of \$25,000; and campground results \$57,000 higher than budget.
8. Preparation of the draft 2018 budget entailed the review by each department manager, on a line by line basis, of the budgets under their responsibility. Managers will present their respective budgets to the Authority and be available to receive comments and answer questions.

## **Departments**

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### **Flood Warning**

1. Revenue sources for this department are the General Levy (50%) and an annual MNRF grant (50%). 2017 expenses are expected to be about \$195,000 which is \$3,000 over budget due mainly to expected licencing fee for the new software (WISKI Hub), see note 2.
2. The budgeted expenses for 2018 are \$20,000 above the 2017 budget expenses. A new software program to run the public flood warning system is required to replace the aging and not well supported current software. In 2017 \$15,000 had been budgeted for the software purchase. SVCA is working with a group of Conservation Authorities to collectively purchase this software at a discount depending on the number of CA purchasers. \$10,000 of the funding for the software is proposed to come from the Ortho Imagery reserve. Should this purchase not occur in 2017 then this dept. will have a surplus in 2017 that can fund the software costs in 2018.
3. The Senior Manager of this dept. has indicated his intention to retire in October 2018. The budget provides for the hiring of a new manager with an overlap of six months to allow for training.

### **Property Management**

1. This department covers the costs for the repair/storage shops at Sulphur Spring CA. Funding is all from General Levy and covers utilities, insurance and maintenance for the buildings and part of the salaries for the one position stationed there. 2017 expenses are expected to be on budget of \$58,000.
2. Expenses for 2018 are budgeted to be \$61,000.

### **Information Technology (IT) and Geographic Information Systems (GIS)**

1. This department gets all it's funding from the General Levy. Expenses in 2017 are expected to be on budget.
2. Six computers aged between 5 and 9 years will be replaced in 2018. The major costs in this department are for two staff salaries and computer upgrades. Total 2018 costs are budgeted at

\$3,000 more than the 2017 budget and, as in 2017, includes \$10,000 for the retention of a computer specialist to assist with department tasks.

### **Community Relations**

1. This department is funded almost entirely from the General Levy. An additional revenue source in 2017 was from a Greenock swamp tour. 2017 expenses are expected to be \$5,000 below budget due to small savings in various expense categories.
2. Budgeted 2018 expenses are similar to 2017 with inflationary increases offset by no need for \$5,000 to cover costs for the Maple Syrup Festival that will not be run by the Foundation in 2018.

### **Education**

1. Funding in this department is about 60% from the General Levy and the balance from various program users. Education expenses in 2017 are expected to be slightly above the budget amount of \$89,000.
2. The 2018 budget is up \$2,000 from 2017 due to inflationary effects. It is expected that the same programming will be offered as in 2017. Donations for Earth Week and other programming is expected to continue in 2018.

### **Environmental Planning and Regulations**

1. Revenue in 2017 from sources other than the General Levy and reserves is expected to be \$332,000, about \$94,000 above budget and \$30,000 above actual 2016 revenue. This increase results from increased revenue in all categories including plan services, legal enquiries, permit applications and property inquiries.
2. Costs for 2017 are expected to be \$4,000 above budget. Total department costs for 2017 are estimated at \$655,000, compared to budget of \$651,000.
3. This department is expected to generate a surplus in 2017 of about \$78,000.
4. The 2018 budget provides for revenue from non-levy sources of \$320,000 excluding funds from the Planning & Regulations reserve. 2018 costs are estimated at \$734,000. The increase in costs is the result of LTD premiums and the proposed addition of a contract staff position (Regulations Officer) for 4 days per week to reduce the backlog and service delivery times. Funding of this contract position is proposed to come from the expected Planning & Regulations 2017 surplus of \$78,000.
5. Expense categories other than payroll related ones are expected to be consistent with 2017 costs.

### **Administration**

1. This department is funded almost entirely from the General Levy. 2017 expenses are expected to be about \$2,000 over the budget of \$424,000. The main over budget item is the compensation review expected to be completed late 2017 (\$22,000) that was not included in the 2017 budget.

Some expense categories will be marginally below budget including utilities, salaries, office expense, and building maintenance.

- For 2018, expenses are budgeted at \$447,000, up \$23,000 from \$424,000 in the 2017 budget. Salary and benefit costs are up \$27,000 from the previous budget due mainly to the inclusion of \$16,000 for the part time document scanning position which had previously been part of the Capital property Management budget and for the LTD premium costs. Other expense categories are consistent with the prior year.

### Forest Management

- Revenue in this department is derived exclusively from the sale of forest products from Authority-owned properties. When a bush property is determined to be ready for harvest selected trees are offered for sale through a public tender process. Revenue can be difficult to forecast because timber market prices can fluctuate significantly year to year and the timing of when a harvest is appropriate for a particular property is not fully predictable.
- Revenue in 2017 is anticipated to be near budget of \$210,000. Expenses for 2017 will be on budget. It is expected that this department will be at a modest surplus position for 2017 if the tendering gets completed in time.
- Timber revenue in 2018 is forecasted at \$230,000. Expenses in 2018 are budgeted to be consistent with 2017 except for a provision for \$11,000 in salary costs for a training period for the replacement of the retiring department manager.

### Grey Bruce Forestry Services

- The sources of revenue in this department are:

	<u>2017 estimate</u>	<u>2017 budget</u>	<u>2018 budget</u>
Tree planting and spraying	\$118,400	\$183,000	\$150,000
MFTIP, marking, pruning	21,000	17,000	17,000
Arbour Day sales	21,100	22,000	22,000
EAB treatment	10,600	30,000	7,000
Miscellaneous	<u>15,600</u>	<u>8,500</u>	<u>5,000</u>
	\$186,700	\$260,500	\$201,000

- EAB treatment revenue of \$10,600 for 2017 decreased significantly from \$25,000 in 2016 and the 2017 budget of \$30,000. The expectation of repeat and new EAB customers did not occur. Tree planting/spraying at \$118,000 in 2017 was also down from \$171,000 in 2016 and budget of \$183,000. Miscellaneous revenue in 2017 includes \$12,500 from a Fairy Lake project.
- Expenses for 2017 are expected to be significantly below budget due to decreased purchase of trees for planting and EAB chemicals. Net results for 2017 are expected to be about break even.
- The 2018 budget has a surplus of \$4,000 which assumes a modest increase in tree planting.

## **Motor Pool**

1. The Motor Pool department is responsible for the fleet of licenced vehicles and large field equipment. Vehicle usage is charged to other departments based on a per km rate. The goal is to charge a rate that allows for sufficient revenue to accumulate over time to purchase replacement vehicles.
2. The 2017 equipment purchase budget provided for the purchase of an all- terrain Argo (\$30,000) and a small used dump truck and trailer at \$85,000 with funding from the vehicle replacement reserve and forestry reserve.
3. Field equipment is charged out to municipalities by way of special levy based on an hourly rate. Rates charged are intended to generate sufficient funds to provide for the replacement of equipment.
4. In 2017 it was proposed that the sale of the tractor trailer and one Gator would partially fund the purchase of an all-terrain Argo (estimated cost of \$30,000). The tractor is considered surplus equipment and the Gator will be replaced by the Argo.
5. In 2018 the equipment purchase budget provides for the purchase of 2 replacement snowmobiles, a wood splitter and an ATV. One replacement pickup truck is also in the 2018 budget.

## **Water Quality**

1. This department has historically been funded almost 100% by General Levy. In 2017 additional funding comes from Bruce Power for water sampling/monitoring services provided by SVCA. The services provided to Bruce Power were less than anticipated due to site access issues.
2. A small deficit of \$2,000 is expected for 2017.
3. 2018 budget revenue and expenses are down marginally from the 2017 budget as there has been no provision for the continuation of the Bruce Power sampling since to date no commitment has been received from Bruce Power.

## **Water Projects Maintenance and Stewardship**

1. This department is funded primarily through special levy to individual municipalities (55%) and MNRF grant (37%).
2. 2017 revenues and expenses are expected to be slightly over budget with the general levy being slightly under budget. The Stewardship Services expense of \$22,500 includes \$12,500 for the cover crop incentive program which is offset by revenue from funds remaining from a prior program which explains why revenue and expenses are both over budget by about \$12,000.

3. For 2017 the Special Levy to municipalities is expected to be slightly less than the 2017 budget amount due to a decrease in costs related to the Lockerby property resulting from removal of the dam. The Special Levy covers costs to maintain various structures including the Durham dams, Paisley dykes, Walkerton dykes and others.
4. The expenses for 2018 are budgeted to be consistent with 2017.

### **Water Capital Projects**

1. Expenses in this department are funded through an MNRF grant and Special Levies. Total budgeted expenses for 2017 were \$34,000 for Durham frazil ice (\$24,000) and the Lake Huron Centre for Coastal Conservation (\$10,000). Currently \$12,000 is reserved annually to cover future frazil ice issues and that funding is provided by the MNRF. The Walkerton dyke will require some maintenance in 2018 (\$7,000).

### **Agricultural Lands**

1. The revenue source in this department is the rental of pasture land at McBeath (\$11,500). Some salary amounts are allocated to this department to cover fence and water system repairs. In 2017 there has been some repair work on the roadway leading to the water system and camping area. Funding for those repairs is expected to come from the Agricultural Lands reserve. For 2018 there are expected to be no significant expense changes from the 2017 budget.
2. There is expected to be a surplus of about \$4,000 for 2017 and 2018.

### **Rental Properties**

1. The only remaining property in this department is the rented house at Sulphur Spring CA.
2. The revenue in 2017 will be \$5,460 and is all from the Sulphur Spring CA house.
3. The 2018 budget assumes a modest rent increase and that the house will be occupied for the full year with no requirement for major repairs.

### **Non-Revenue Parks and Land Management**

1. The parks covered in this department include Sulphur Spring, Allan Park, Stoney Island, Bells Lake, Kinghurst, McBeath, and Varney.
2. Annual revenue sources in this department, other than the General Levy, are from agreements with the Ontario Steelheaders Assoc. (\$2,500) for Denny's Dam and West Grey (\$2,552) for the Durham day use swimming area. In addition a small amount of revenue (\$2,400) is generated from parking fees at two parks and from water donations at Sulphur Spring. The amounts received in 2017 will be as budgeted.
3. Expenses in 2017 are expected to be slightly below the budget amount of \$161,000.

- Expenses for 2018 are budgeted at \$18,000 above 2017's budget to provide for six month's overlap with the replacement of the Flood Warning and Lands Management position. There is also park repair & maintenance costs provided for the replacement of the boardwalk along the Allan Park fish pond.

### Revenue Parks (Campgrounds)

- Historical and budget gross revenue amounts for the three campgrounds are as follows (in thousands of dollars):

	<u>2016 actual</u>	<u>2017 estimate</u>	<u>2017 budget</u>	<u>2018 budget</u>
Bruce Dale	62.9	69.0	63.3	68.4
Durham	207.9	224.5	196.3	218.9
Bluffs	<u>250.4</u>	<u>239.0</u>	<u>235.6</u>	<u>243.7</u>
	521.2	532.5	495.2	531.0

- Historical and budget net income (loss) amounts are as follows (in thousands of dollars):

	<u>2016 actual</u>	<u>2017 estimate</u>	<u>2017 budget</u>	<u>2018 budget</u>
Bruce Dale	5.6	18.0	10.9	16.3
Durham	28.6	25.7	(3.4)	1.4
Bluffs	<u>(6.9)</u>	<u>9.0</u>	<u>(11.8)</u>	<u>13.5</u>
	27.3	52.7	(4.3)	31.2

- For 2017 revenue from seasonal campers will be about \$6,000 above forecast – Bluffs is slightly below budget with Durham and Bruce Dale being slightly above. In 2016 daily and group camping revenue was favourably affected by good summer weather particularly on the long weekends. In 2017 daily and group camping revenue will be about \$16,000 above budget helped by a large first time group at Durham for the Labour Day weekend. The annual CAMIS online reservation system cost for 2017 was \$7,000 split between the Bluffs and Durham offset by expected reservation fees of \$14,600. Annual costs for the Sutherland Centre (\$8,000) had been transferred to the Administration department for 2016 since in previous years the building was not used for campground operations. For 2017 those costs were charged to the campground since the upgraded building is now being used by the campers.
- Expenses between the 3 campgrounds are expected to be about \$20,000 below the 2017 budget amount of \$500,000.
- Bluffs expense budget for 2018 is more in line with past years prior to 2016 although expenses will be incurred to improve the horse trails. Horse camping related revenue is forecasted to increase marginally in 2018 as the facility gets better known. Additional costs of about \$17,000 will be incurred as a result of an increase in the minimum wage for summer staff at Durham and the Bluffs.
- Forecasted revenue amounts can be significantly affected by weather and are especially at risk of being optimistic if there is poor camping weather on long weekends in the summer.



## Capital - Properties

1. Budgeted costs for 2017 were:

Document scanning	\$16,000	(Planning & Regulations historical documents)
Non-revenue parks	\$ 7,100	(trail upgrades, picnic tables, man doors for small shop)
Campgrounds	<u>\$ 7,900</u>	(picnic tables, play slide replacement, water pressure tanks, Sulphur Spring roads)
	\$31,000	

\$4,000 was spent in 2017 to cover appraisal and legal costs for the acquisition of the Woods property.

2. For 2018 document scanning is included in the Administration budget and the other campground and non-revenue parks costs are included in those respective department budgets.

<b>DURHAM CEMETERY 2018 BUDGET WORKSHEET 2017 YTD - toOct/17</b>				
Account Code	Description	2018 BUDGET	2017 Budget	2017 Current
1430663076	Cemetery transfer from Reserve		\$0.00	\$0.00
1430665410	Cemetery Durham Donations	(\$4,550.00)	(\$5,050.00)	(\$4,440.00)
140665411	Cemetery - Misc. Revenue	\$0.00	\$0.00	\$0.00
1430665412	Cemetery Durham Burial Fees	(\$17,260.00)	(\$17,260.00)	(\$16,570.52)
1430665413	Cemetery Durham Stone Setting Fees	(\$200.00)	(\$200.00)	(\$364.00)
1430665414	Cemetery Durham Corner Stone Rev	(\$200.00)	(\$200.00)	(\$364.04)
1430665415	Cemetery Durham Plot Sales	(\$4,500.00)	(\$4,500.00)	(\$3,847.48)
1430665416	Cemetery Dur Chapel Storage Fees	(\$543.00)	(\$543.00)	(\$905.00)
1430665417	Cemetery Durham Investment Income	(\$1,000.00)	(\$1,000.00)	(\$1,129.91)
1430665418	C/M Interest Transfer	(\$2,987.00)	(\$2,987.00)	\$250.00
1430665419	C/M Marker Interest Transfer	(\$1,000.00)	(\$1,000.00)	(\$264.49)
1430665421	Cemetery Care & Maintenance Fee	\$0.00	\$0.00	<b>(\$3,111.26)</b>
1430665422	Cemetery Marker Fee	\$0.00	\$0.00	<b>(\$650.00)</b>
1430665423	Cemetery Out of Town Registr' Fee	(\$1,500.00)	(\$1,000.00)	(\$1,280.00)
1430665425	Cemetery Columbarium Sales	(\$5,500.00)	(\$5,500.00)	(\$2,246.55)
1430665426	Cemetery Columbarium Door Engraving	(\$1,900.00)	(\$1,900.00)	(\$620.00)
<b>1430665427</b>	Cemetery Dur Future Develop Fund - Plots		\$0.00	<b>(\$202.52)</b>
<b>1430665428</b>	Cemetery Dur Future Develop Fund - Columb		\$0.00	<b>(\$82.20)</b>
	<b>SUBTOTAL REVENUES</b>	<b>(\$41,140.00)</b>	<b>(\$41,140.00)</b>	<b>(\$35,827.97)</b>
1566001022	Durham Cemetery Work/ Compensation		\$0.00	<b>\$0.00</b>
1566002010	Cemetery Misc material/supplies	\$500.00	\$500.00	\$509.48
1566002014	Cemetery Durham Utilities	\$700.00	\$700.00	\$538.85
1566002015	Cemetery Durham Chapel Maint'	\$200.00	\$200.00	\$0.00
1566002025	Cemetery Durham Insurance	\$840.00	\$840.00	\$829.60
1566002029	Cemetery Durham Fuel		\$0.00	\$0.00
1566002035	Cemetery Durham Equipment Maint'		\$0.00	\$0.00
1566002050	Cemetery Durham Grounds Maintenance	\$500.00	\$400.00	\$385.00
1566002053	Cemetery Financial Expense Charge		\$0.00	\$0.00
<b>1566002055</b>	Cemetery Dur Repurchase Inter'mnt		\$0.00	\$0.00
1566002169	Cemetery Durham Annual License Fee	\$400.00	\$400.00	\$315.00
1566002170	Cemetery Durham Monument Repairs	\$1,200.00	\$1,200.00	\$0.00
1566002172	Cemetery Durham Corner Stones	\$300.00	\$200.00	\$256.00
1566002173	Cemetery Durham Rented Equip Graves	\$8,000.00	\$8,000.00	\$6,120.00
1566002175	Cemetery Columbarium Door Engraving	\$1,400.00	\$1,600.00	\$650.00
1566002176	Columbarium Loan Principal	\$4,000.00	\$4,000.00	<b>\$0.00</b>
1566002177	Columbarium Loan Interest	\$600.00	\$600.00	<b>\$0.00</b>
1566003011	Cemetery Durham Contract Labour	\$22,500.00	\$22,500.00	\$18,783.00
1566003075	Transfer to Own Fund Res/Fund Cemty	\$0.00	\$0.00	\$0.00
1566003077	Transfer to Capital			<b>\$0.00</b>
	<b>SUBTOTAL EXPENDITURES</b>	<b>\$41,140.00</b>	<b>\$41,140.00</b>	<b>\$28,386.93</b>
1494666500	Cemetery Other Revenue	\$0.00		\$0.00
1494666540	Cemetery Tsfr from Reserve	(\$6,000.00)	\$0.00	\$0.00
1494666550	Cemetery Capital - Loan	\$0.00	\$0.00	\$0.00
	<b>Cemetery Capital Revenues</b>	<b>(\$6,000.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>1595663000</b>	<b>Cemetery Capital Expense</b>	<b>\$6,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
	<b>DEPARTMENT TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$7,441.04)</b>