



TOWNSHIP OF GUELPH/ERAMOSA

2017 BUDGET

February 21, 2017

**Township of Guelph/Eramosa
2017 Budget**

REVENUE	2016	2017	Change
General Administration	\$ 917,330	\$ 958,136	\$ 40,806
Protection to Persons & Property	\$ 977,315	\$ 1,041,082	\$ 63,767
Transportation	\$ 3,612,900	\$ 3,116,014	\$ (496,886)
Environmental Services	\$ 7,942,178	\$ 7,816,945	\$ (125,233)
Parks & Recreation	\$ 1,995,444	\$ 2,119,055	\$ 123,611
Planning	\$ 105,250	\$ 68,250	\$ (37,000)
Total Revenue	\$ 15,550,417	\$ 15,119,482	\$ (430,935)
 EXPENDITURES			
General Administration	\$ 1,747,481	\$ 1,782,341	\$ 34,860
Protection to Persons & Property	\$ 2,143,463	\$ 2,269,707	\$ 126,244
Transportation	\$ 6,495,556	\$ 6,066,217	\$ (429,339)
Environmental Services	\$ 7,942,178	\$ 7,841,945	\$ (100,233)
Parks & Recreation	\$ 2,941,557	\$ 3,138,573	\$ 197,016
Planning	\$ 294,328	\$ 248,256	\$ (46,072)
Total Expenditures	\$ 21,564,563	\$ 21,347,039	\$ (217,524)
Total Revenue Less Expenditures	\$ 6,014,146	\$ 6,227,557	\$ 213,411
 SUMMARY			
Report Total Revenue	\$ 15,550,417	\$ 15,119,482	\$ (430,935)
Report Total Expenditure	\$ 21,564,563	\$ 21,347,039	\$ (217,524)
Programs To Be Funded Through Taxation	\$ 6,014,146	\$ 6,227,557	\$ 213,411
Revenue From Growth Related Assessment		\$ (121,485)	\$ (121,485)
Year Over Year Change Including Growth	\$ 6,014,146	\$ 6,106,072	\$ 91,926
Funding For Infrastructure Renewal	\$ 113,870	\$ 143,870	\$ 30,000
Total Including Infrastructure Renewal	\$ 6,128,016	\$ 6,249,942	\$ 121,926
Percent Increase In Programs To Be Funded Through Taxation			1.99%

**Township of Guelph/Eramosa
2017 Budget Change Summary**

All Departments	2016	2017	Year Over Year Change
Revenue			
User Fees	\$ 3,196,639	\$ 3,411,631	\$ 214,992
Taxation - Other	\$ 91,786	\$ 106,686	\$ 14,900
Penalty & Interest	\$ 279,850	\$ 281,683	\$ 1,833
Other (Misc)	\$ 373,052	\$ 134,550	\$ (238,502)
Grants	\$ 1,237,343	\$ 1,992,502	\$ 755,159
Financing - Long Term Debt	\$ 5,570,880	\$ 1,607,000	\$ (3,963,880)
Transfer From Reserves	\$ 2,128,638	\$ 6,263,854	\$ 4,135,216
Transfer From Development Charges	\$ 2,672,229	\$ 1,321,576	\$ (1,350,653)
Total Revenue	\$ 15,550,417	\$ 15,119,482	\$ (430,935)
Expenditures			
Operating Costs	\$ 4,082,282	\$ 4,363,582	\$ 281,300
Debt Charges (Principal and Interest)	\$ 729,495	\$ 902,348	\$ 172,853
Salaries and Benefits	\$ 4,434,848	\$ 4,589,424	\$ 154,576
Transfers To Reserves	\$ 2,041,944	\$ 2,063,825	\$ 21,881
Total Operating Expenditures	\$ 11,288,569	\$ 11,919,179	\$ 630,610
Total Capital Costs	\$ 10,275,994	\$ 9,427,860	\$ (848,134)
Total Expenditures	\$ 21,564,563	\$ 21,347,039	\$ (217,524)
			\$ -
Programs To Be Funded Through Taxation	\$ 6,014,146	\$ 6,227,557	\$ 213,411
Revenue From Growth Related Assessment		\$ (121,485)	\$ (121,485)
Year Over Year Change Including Growth	\$ 6,014,146	\$ 6,106,072	\$ 91,926
Funding For Infrastructure Renewal	\$ 113,870	\$ 143,870	\$ 30,000
Total Programs To Be Funded Through Taxation	\$ 6,128,016	\$ 6,249,942	\$ 121,926
Percent Increase In Programs To Be Funded Through Taxation			1.99%

General Ledger
Revenue and Expense Working Current Budget Report
 Up To Period 1 Accounts: ??-????-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-0100	Taxation - General	-25,350,377.00	-25,350,378.14		
01-0110	Taxation - Upper Tier	14,173,878.00	14,442,411.82		
01-0120	Taxation - Education English Public	5,162,358.00	4,309,667.38		
01-0125	Taxation - Education French Public	0.00	23,942.34		
01-0130	Taxation - Education English Separate	0.00	863,615.71		
01-0135	Taxation - Education French Separate	0.00	25,280.06		
01-1101	Council	194,775.00	177,243.62	183,200.00	
01-1201	Administration	547,882.00	276,698.57	558,505.00	
01-1220	Capital Expenditures Administration	87,494.00	5,693.47	82,500.00	
01-2101	Fire Protection	443,528.00	743,209.15	488,989.00	
01-2120	Capital Expenditures Fire Protection	479,500.00	126,781.28	474,500.00	
01-2301	Building Department	-15,000.00	22.83	-15,000.00	
01-2320	Capital Expenditures - Building Department	15,000.00	0.00	15,000.00	
01-2401	By-law Enforcement/Property Standards	43,939.00	43,872.97	50,066.00	
01-2501	Canine Control	24,050.00	30,513.02	36,050.00	
01-2601	Livestock	350.00	241.02	500.00	
01-2801	GRCA	171,781.00	171,781.00	175,520.00	
01-2901	Emergency Measures Program	3,000.00	2,792.41	3,000.00	
01-3101	Roads Administration	-49,349.00	1,270,768.67	598,203.00	
01-3120	Ice Storm	0.00	0.00		
01-3200	Capital Expenditures - Transportation Services	2,932,000.00	1,564,793.61	2,352,000.00	
01-3601	Ricenburg	0.00	856.85		
01-3602	Hartfield	0.00	94.15		
01-3603	Kaine Hill	0.00	43.98		
01-3604	Woodfield	0.00	55.87		
01-3605	Edgehill	0.00	21.53		
01-3606	Huntington	0.00	297.07		
01-3607	Cross Creek	0.00	-8.08		
01-3608	Ariss Glen	0.00	610.82		
01-3609	Rockwood	0.00	4,182.57		
01-3610	Walkerbrae	0.00	454.32		
01-3611	Ellenville	0.00	119.32		
01-3612	Eden Mills	0.00	9,631.04		
01-3613	Ariss Valley	0.00	4,219.20		
01-3620	Hydro One Service Areas	0.00	0.00		
01-4101	Water Combined Services	-1,521,500.00	-245,728.38	-1,887,500.00	
01-4120	Capital Expenditures - Water	1,521,500.00	176,555.24	1,887,500.00	
01-4201	Rockwood	-3,993,000.00	-3,747,762.46	-3,164,000.00	
01-4202	Gazer Mooney	0.00	0.00		
01-4220	Capital Expenditures - Waste Water	3,993,000.00	3,684,698.06	3,164,000.00	
01-4300	Garbage	0.00	-387.36		
01-4400	Source Water Protection	0.00	16,393.31	25,000.00	

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: ??-????-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-6101	Rockwood Town Hall	-4,213.00	-8,043.76	-30,184.00	
01-6103	Rockmosa	14,551.00	13,389.17	42,941.00	
01-6104	Eden Mills Community Centre	720.00	720.00	745.00	
01-6105	Marden Community Centre	7,653.00	5,326.59	-3,579.00	
01-6106	Marden Park House	-3,167.00	-1,996.02	-6,142.00	
01-6108	Rockwood Library/Older Adult Centre	-9,088.00	-28,526.87	-10,208.00	
01-6109	Church St Property	141.00	499.80		
01-6120	Capital Expenditures - P & R Buildings	22,000.00	21,986.42	52,500.00	
01-6250	General Parks	747,464.00	758,939.35	891,124.00	
01-6252	Lloyd Dyer Park	11,147.00	5,838.38	9,528.00	
01-6253	Rockmosa Park	-1,078,400.00	-69,700.45	-1,330,910.00	
01-6256	Eden Mills Park	5,930.00	3,445.65	3,710.00	
01-6257	Marden Park/RDAPC	5,875.00	-15,367.07	133.00	
01-6299	Capital Expenditures - P & R Parks	1,225,500.00	244,283.78	1,399,860.00	
01-7100	Committee of Adjustment	-974.00	-4,486.69	-989.00	
01-7200	Planning	173,212.00	182,760.22	169,705.00	
01-7220	Capital Expenditures - Planning	0.00	0.00		
01-7300	Tile Drainage	2,000.00	6,716.70	2,000.00	
01-7400	Heritage Committee	3,000.00	-21,001.05	3,000.00	
01-7500	Economic Development	11,840.00	21,162.10	6,290.00	
Total Revenues:		-41,106,664.00	-38,378,797.95	-15,119,482.00	
Total Expenses:		41,106,664.00	38,128,042.04	21,347,039.00	
Report Net:		0.00	-250,755.91	6,227,557.00	

Department: General Government

CORE SERVICES

- Council
- CAO/Human Resources
- Legislative Services (Clerk's Department)
- Finance Department

BUDGET HIGHLIGHTS:

OPERATING BUDGET: The proposed General Government budget includes:

- Additional funding for staff training including legislative changes for the implementation of Bill 8, Municipal Act Amendments and changes to the Municipal Elections Act.
- 1.5% cost of living adjustment.
- Support to maintain the current level of service and enhance services to introduce marriage licensing in 2017.

CAPITAL PROJECTS: The General Administration budget includes \$82,500 in capital spending including:

- \$25,000 to complete the Salary Grid and Pay Equity Review
- \$57,500 to implement Phase II of the Township Asset Management Plan to include all municipal capital assets

Capital projects will be funded from reserves and are both carryover projects from 2016.

Township of Guelph/Eramosa
2017 Budget Summary

GENERAL GOVERNMENT	2016	2017	Year over Year Change	% Change
Revenue				
User Fees	\$ 11,900.00	\$ 15,100.00	\$ 3,200.00	26.89%
Taxation - Other	\$ 70,786.00	\$ 85,786.00	\$ 15,000.00	21.19%
Penalty & Interest	\$ 268,250.00	\$ 268,250.00	\$ -	0.00%
Other (Misc)	\$ 9,500.00	\$ 9,500.00	\$ -	0.00%
Grants	\$ 469,400.00	\$ 497,000.00	\$ 27,600.00	5.88%
Financing - Long Term Debt	\$ -	\$ -	\$ -	
Transfer From Reserves	\$ 87,494.00	\$ 82,500.00	\$ (4,994.00)	-5.71%
Transfer From Development Charges	\$ -	\$ -	\$ -	
Total Revenue	\$ 917,330.00	\$ 958,136.00	\$ 40,806.00	4.45%
Expenditures				
Operating Costs	\$ 399,276.00	\$ 386,860.00	\$ (12,416.00)	-3.11%
Debt Charges (Principal and Interest)	\$ 111,211.00	\$ 108,481.00	\$ (2,730.00)	-2.45%
Salaries and Benefits	\$ 1,077,000.00	\$ 1,139,500.00	\$ 62,500.00	5.80%
Transfers To Reserves	\$ 72,500.00	\$ 65,000.00	\$ (7,500.00)	-10.34%
Total Expenditures	\$ 1,659,987.00	\$ 1,699,841.00	\$ 39,854.00	2.40%
Capital Costs	\$ 87,494.00	\$ 82,500.00	\$ (4,994.00)	-5.71%
Total Operating and Capital Expenditures	\$ 1,747,481.00	\$ 1,782,341.00	\$ 34,860.00	1.99%
Programs to be Funded Through Taxation	\$ 830,151.00	\$ 824,205.00	\$ (5,946.00)	-0.72%

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-1???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
Fund: 01 General					
1101 Council					
Revenue					
01-1101-3900	Transfer From Reserves	0.00	-40,187.81		
Total Revenue		0.00	-40,187.81		
Expense					
01-1101-4005	Advertising	1,000.00	1,177.93	1,000.00	
01-1101-4035	Communications	0.00	0.00		
01-1101-4060	Donations	36,000.00	75,645.45	23,800.00	
01-1101-4090	Fees - Legal	500.00	48.84	500.00	
01-1101-4235	Mileage	8,000.00	7,055.92	8,000.00	
01-1101-4350	Salaries and Wages	116,750.00	112,492.77	118,000.00	
01-1101-4355	Salaries Benefits	10,525.00	9,450.76	9,900.00	
01-1101-4405	Seminars and Training	14,000.00	7,347.47	14,000.00	
01-1101-4430	Supplies and Services	8,000.00	4,212.29	8,000.00	
Total Expense		194,775.00	217,431.43	183,200.00	
Total 1101 Council		194,775.00	177,243.62	183,200.00	
1201 Administration					
Revenue					
01-1201-3010	Tax Rev - Supplementary Billing	-60,000.00	-551,511.66	-75,000.00	
01-1201-3040	Penalty and Interest	-253,000.00	-251,439.20	-253,000.00	
01-1201-3050	GIL - Hydro	-960.00	-4,710.95	-960.00	
01-1201-3052	GIL - Canada Post	-898.00	-8,261.02	-898.00	
01-1201-3054	GIL - Guelph Hydro	0.00	0.00		
01-1201-3056	GIL - Ontario Other	-4,099.00	-25,213.84	-4,099.00	
01-1201-3058	GIL - CNR	-4,408.00	-21,610.84	-4,408.00	
01-1201-3060	GIL - City of Guelph	-421.00	-3,975.76	-421.00	
01-1201-3100	OMPF Funding	-469,400.00	-469,400.00	-497,000.00	
01-1201-3105	Tax Certificates	-4,700.00	-4,525.00	-4,700.00	
01-1201-3110	Interest Income	-15,250.00	-116,117.30	-15,250.00	
01-1201-3111	Unrealized (Gain) Loss on Inve:	0.00	0.00		
01-1201-3115	Inquiry Letters	-2,000.00	-1,840.00	-2,000.00	
01-1201-3120	Administration Charges	-4,300.00	-6,021.95	-7,500.00	
01-1201-3125	Miscellaneous Revenue	-9,500.00	-29,432.00	-9,500.00	
01-1201-3130	Financing	0.00	0.00		
01-1201-3140	Burial Permit Fees	-100.00	0.00	-100.00	
01-1201-3150	Grants	0.00	0.00		
01-1201-3175	Lottery Licenses	-800.00	-588.57	-800.00	
01-1201-3900	Transfer from Reserves	-87,494.00	-5,000.00	-82,500.00	
01-1201-3920	Transfer From Development Ct	0.00	0.00		
01-1201-3990	Gain on Disposal of Tangible C	0.00	0.00		
Total Revenue		-917,330.00	-1,499,648.09	-958,136.00	
Expense					
01-1201-4005	Advertising	5,000.00	1,859.95	5,000.00	

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-1???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-1201-4010	Bank Charges and Interest	2,500.00	2,544.61	3,000.00	
01-1201-4030	Cleaning	13,500.00	14,220.96	13,500.00	
01-1201-4035	Communications	26,500.00	18,249.67	20,000.00	
01-1201-4040	Computer Support	75,000.00	86,184.28	76,500.00	
01-1201-4045	Debenture Payments	111,211.00	111,120.23	108,481.00	
01-1201-4075	Fees - Audit	26,500.00	22,896.00	26,500.00	
01-1201-4080	Fees - Engineering	0.00	0.00		
01-1201-4090	Fees - Legal	12,000.00	45,392.25	12,000.00	
01-1201-4095	Fees - Planning	0.00	0.00		
01-1201-4100	Fees - Professional - Other	17,500.00	8,189.64	17,500.00	
01-1201-4145	Health & Safety	5,500.00	2,355.29	5,500.00	
01-1201-4150	Heating	2,850.00	2,257.74	2,865.00	
01-1201-4160	Hydro	14,000.00	13,558.51	15,000.00	
01-1201-4165	Insurance	50,863.00	50,066.68	52,597.00	
01-1201-4170	Insurance Claims	0.00	0.00		
01-1201-4175	Lease Payments	5,025.00	5,011.96	5,025.00	
01-1201-4220	Memberships and Dues	9,000.00	8,426.05	9,000.00	
01-1201-4235	Mileage	5,000.00	6,109.64	6,100.00	
01-1201-4240	Municipal Election	0.00	0.00		
01-1201-4250	Office Equipment	7,500.00	7,460.55	7,500.00	
01-1201-4285	Postage & Shipping	20,000.00	24,129.97	20,000.00	
01-1201-4290	Promotional Items	2,500.00	2,224.38	2,500.00	
01-1201-4305	Repairs & Maint - Building	10,000.00	11,247.94	10,500.00	
01-1201-4350	Salaries and Wages	713,000.00	729,468.02	765,600.00	
01-1201-4355	Salaries Benefits	236,725.00	220,055.09	246,000.00	
01-1201-4405	Seminars and Training	18,000.00	17,981.11	26,000.00	
01-1201-4410	Security Monitoring	660.00	492.36	660.00	
01-1201-4415	Service Agreements	11,000.00	13,599.64	12,685.00	
01-1201-4430	Supplies and Services	32,000.00	32,163.04	32,000.00	
01-1201-4440	Tax penalty/interest w/o's	1,500.00	1,198.59	1,500.00	
01-1201-4445	Tax Write-offs	25,000.00	156,298.92	25,000.00	
01-1201-4450	Telephone	11,000.00	8,876.78	9,000.00	
01-1201-4485	Weekly Water Sampling	500.00	325.10	500.00	
01-1201-4540	Transfers to Reserves	72,500.00	194,824.71	65,000.00	
01-1201-4590	Loss on Disposal of Tangible C	0.00	0.00		
01-1201-4595	Amortization Expense	0.00	0.00		
01-1201-4599	Indirect Cost Transfer	-78,622.00	-42,443.00	-86,372.00	
Total Expense		1,465,212.00	1,776,346.66	1,516,641.00	
Total 1201 Administration		547,882.00	276,698.57	558,505.00	

1220 Capital Expenditures Administration

Expense

01-1220-5001	Capital - Software Upgrades	0.00	0.00		
01-1220-5002	Capital - Building Expansion	0.00	0.00		
01-1220-5007	Capital - Computer Hardware a	0.00	0.00		
01-1220-5012	Capital - Copier	0.00	0.00		
01-1220-5013	Capital - Asset Management Pl.	57,494.00	0.00		
01-1220-5014	Capital - Development Charge l	0.00	0.00		
01-1220-5015	Capital - Office Equipment	0.00	0.00		
01-1220-5017	Capital - Electronic Records Ma	0.00	0.00		

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-1???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-1220-5018	Capital - Salary Grid Review	25,000.00	0.00		
01-1220-5019	Capital - Cooling System Serve	5,000.00	5,693.47		
01-1220-9999	Capital	0.00	0.00	82,500.00	
Total Expense		87,494.00	5,693.47	82,500.00	
Total 1220 Capital Expenditures Administration		87,494.00	5,693.47	82,500.00	

General Ledger
 Revenue and Expense Working Current Budget Report
 Up To Period 1 Accounts: 01-1???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-1101	Council	194,775.00	177,243.62	183,200.00	
01-1201	Administration	547,882.00	276,698.57	558,505.00	
01-1220	Capital Expenditures Administration	87,494.00	5,693.47	82,500.00	
Total Revenues:		-917,330.00	-1,539,835.90	-958,136.00	
Total Expenses:		1,747,481.00	1,999,471.56	1,782,341.00	
Report Net:		830,151.00	459,635.66	824,205.00	

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

PROJECT DETAIL					
Department:	General Government				
Account Number:					
Project Name:	Asset Management Plan - Phase II (2016 Capital Budget Carry Over)				
Project Category:					
Project Department Priority:					
Project Description:	Comprehensive Asset Management Plan to to include all municipal assets and facilities.				
Project Justification:	The 2014 Gas Tax Funding Agreement includes requirements for municipalities to expand existing Asset Management Plans for all municipal infrastructure and capital assets. Asset Management Plans must include financing and funding strategies and demonstrate how the plan is being used to identify priority projects.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases					
Sub-Contracting					
Consulting Fees	\$ 57,494.40	\$ 33,072.00			
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 57,494.40	\$ 33,072.00	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve (Gas Tax Reserve Fund)	\$ 57,494.40	\$ 33,072.00			
Taxation					
Other					
Total	\$ 57,494.40	\$ 33,072.00	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	2018				
New Operating costs per year:					
Amount:					
Submitted By					Department Head
Date Prepared					Reviewed by Director of Finance

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

PROJECT DETAIL					
Department:	General Administration				
Account Number:					
Project Name:	Salary Grid Review (2016 Capital Budget Carry Over)				
Project Category:					
Project Department Priority:					
Project Description:	Contract services to facilitate salary grid review and update.				
Project Justification:	Last market analysis and salary grid review completed in 2009.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases					
Sub-Contracting					
Consulting Fees	\$ 25,000.00				
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C # (01-0000-2700)	\$ 25,000.00				
Taxation					
Other					
Total	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	2017				
New Operating costs per year:					
Amount:					
Submitted By _____	Department Head				
Date Prepared _____	Reviewed by Director of Finance				

Department: Fire

CORE SERVICES:

- Responsible to protect the life and property of the residents from fire and life safety hazards through public education, fire prevention, code enforcement, emergency response and emergency planning. Ultimately responsible to Council of the Municipality for the delivery of fire protection services.
- Public Education/Fire Prevention through delivery of fire safety education programs in schools and at local events.
- Fire Safety Standards and Code Enforcement and inspections and enforcement for compliance of the Ontario Fire Code under the *Fire Protection and Prevention Act*.
- Conducts inspections on request and by complaint as well as regular inspections of targeted high risk occupancies.
- Responds to Fires, Motor Vehicle Collisions, Public Safety Hazards, Tiered Medicals and other requests for service.
- Provides training to staff in compliance with the National Fire Protection Association - Professional Qualification Standards and other specialized training as required.
- Fire Chief attends Emergency Operation Centre, acts as liaison with responding emergency response departments and assists on matters of procedure and mutual aid protocols.

BUDGET HIGHLIGHTS:

OPERATING BUDGET: The proposed Fire Protection budget includes \$3,750 in additional funding for salaries and wages. This includes a 1.50% cost of living adjustment. Transfers to equipment reserves have also been increased to assist in funding future capital requirements and the lifecycle replacement of fire equipment and vehicles. Additional funding has been included to support the City of Guelph Service Agreement.

CAPITAL PROJECTS:

- Replacement of the 1989 Fire Truck Tanker
- Upgrading of Dispatching Services
- Installation of Mobile Data Terminal Units in Fire Apparatus
- Pagers Replacement

2017 proposed capital spending totals \$474,500 and is proposed to be funded by equipment reserves.

Department: Building

CORE SERVICES:

- *Administration and enforcement of the regulations of the Building Code Act, Township Building By-Law and Ontario Building Code ensuring that all buildings/structures newly constructed and/or renovated/altered including plumbing, heating and life/safety systems comply with the requirements regulated by the Building Code.*
- *Administrate and enforce the regulations of the Building Code Act, Township Building By-Law and Ontario Building Code ensuring that all newly installed and/or renovated/altered private sanitary sewage systems comply with the technical requirements regulated by the Building Code.*
- *Ensure existing private sanitary sewage systems are maintained and operated in accordance with the Building Code Act and in accordance with the basis on which the construction and use of the sewage system was approved or required under the Building Code Act or predecessor legislation and the requirements of the manufacturer of the sewage system.*
- *Conduct mandatory inspections regulated by the Ontario Building Code ensuring that all buildings/structures newly constructed and/or renovated/altered including plumbing, heating and life/safety systems are installed in compliance with the construction plans, specification and technical requirements of the Ontario Building Code.*
- *Implement and maintain a mandatory Sewage Maintenance Inspection Program for private septic systems located on properties within the Source Water Protection areas, as per the regulations in the Ontario Building Code Act and Ontario Building Code.*
- *Provide customer service to owners, applicants, contractors, and patrons of the Township, in relation to the requirements of the Ontario Building Code and/or with respect to Township By-Laws (Demolition Security Deposit, Private Swimming Pool Fence, and Site Alterations).*
- *Liaise with other municipal departments, committees and outside agencies to ensure that “applicable law” is complied with throughout the construction process such as Planning - for zoning information, Engineering - for lot grading and site plan agreements, Fire - for fire safety, Heritage Committee - heritage buildings, Conservation Authorities - flood plain and erosion control, Ministry of Agriculture - agricultural buildings and Health Department - food facilities.*
- *Maintain monthly statistics and report to Statistics Canada, Canada Mortgage & Housing Corporation Permit Report, Tarion (New Home Warranty) Report, and Finance Development Fees Report.*

BUDGET HIGHLIGHTS:

OPERATING BUDGET:

The 2017 operating budget includes a 1.5% cost of living adjustment and funding to complete the Development Application Approvals Process (DAAP Review) for user fees.

Township of Guelph/Eramosa
2017 Budget Summary

PROTECTION TO PERSONS AND PROPERTY	2016	2017	Year over Year	
			Change	% Change
Revenue				
User Fees	\$ 357,500.00	\$ 375,500.00	\$ 18,000.00	5.03%
Other (Misc)	\$ 54,410.00	\$ 48,100.00	\$ (6,310.00)	-11.60%
Long Term Debt Financing	\$ 450,000.00	\$ -	\$ (450,000.00)	-100.00%
Transfer From Reserves	\$ 55,405.00	\$ 557,482.00	\$ 502,077.00	906.19%
Transfer From Development Charges	\$ 60,000.00	\$ 60,000.00	\$ -	0.00%
Total Revenue	\$ 977,315.00	\$ 1,041,082.00	\$ 63,767.00	6.52%
Expenditures				
Operating Costs	\$ 767,032.00	\$ 828,028.00	\$ 60,996.00	7.95%
Debt Charges (Principal and Interest)	\$ 46,600.00	\$ 39,224.00	\$ (7,376.00)	-15.83%
Salaries and Benefits	\$ 617,343.00	\$ 694,967.00	\$ 77,624.00	12.57%
Transfers To Reserves	\$ 217,988.00	\$ 217,988.00	\$ -	0.00%
Total Expenditures	\$ 1,648,963.00	\$ 1,780,207.00	\$ 131,244.00	7.96%
Capital Expenditures	\$ 494,500.00	\$ 489,500.00	\$ (5,000.00)	-1.01%
Total Operating and Capital Expenditures	\$ 2,143,463.00	\$ 2,269,707.00	\$ 126,244.00	5.89%
Programs to be Funded Through Taxation	\$ 1,166,148.00	\$ 1,228,625.00	\$ 62,477.00	5.36%

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-2???-??? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
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Fund: 01 General

2101 Fire Protection

Revenue

01-2101-3125	Miscellaneous Revenue	-32,772.00	-20,930.00	-15,000.00	
01-2101-3130	Financing	-450,000.00	-350,000.00		
01-2101-3150	Grants	0.00	0.00		
01-2101-3200	Fire Calls/Reports	-23,500.00	-13,813.75	-23,500.00	
01-2101-3600	Rental Income	-16,500.00	-14,875.00	-16,500.00	
01-2101-3800	Deferred Capital Financing	0.00	0.00		
01-2101-3900	Transfer from Reserves	-29,500.00	-29,500.00	-474,500.00	
01-2101-3920	Transfer from Development Chg	-60,000.00	-60,000.00	-60,000.00	
01-2101-3990	Gain on Disposal of Tangible C	0.00	0.00		
Total Revenue		-612,272.00	-489,118.75	-589,500.00	

Expense

01-2101-4005	Advertising	3,500.00	0.00	3,500.00	
01-2101-4030	Cleaning	4,500.00	3,307.20	4,500.00	
01-2101-4035	Communications	8,000.00	9,305.35	9,000.00	
01-2101-4040	Computer Support	4,000.00	1,475.89	4,000.00	
01-2101-4045	Debenture Payments	46,600.00	0.00	39,224.00	
01-2101-4085	Fees - Fire Protection	242,050.00	221,573.16	261,100.00	
01-2101-4090	Fees - Legal	1,000.00	664.90	1,000.00	
01-2101-4105	Fire Prevention	8,000.00	4,155.78	8,000.00	
01-2101-4145	Health & Safety	1,000.00	1,017.44	1,000.00	
01-2101-4150	Heating	8,323.00	3,998.46	8,323.00	
01-2101-4160	Hydro	11,444.00	18,551.12	19,000.00	
01-2101-4165	Insurance	31,783.00	31,783.00	32,868.00	
01-2101-4200	Licenses	1,700.00	605.00	1,700.00	
01-2101-4220	Memberships and Dues	2,300.00	1,807.88	2,300.00	
01-2101-4235	Mileage	1,000.00	1,589.22	1,000.00	
01-2101-4285	Postage & Shipping	800.00	69.43	800.00	
01-2101-4302	Recruit Hiring/Retention	5,000.00	1,310.62	5,000.00	
01-2101-4305	Repairs & Maint - Building	25,000.00	14,042.24	25,000.00	
01-2101-4310	Repairs & Maint - Equipment	32,000.00	32,514.29	32,000.00	
01-2101-4350	Salaries and Wages	300,000.00	289,363.73	303,750.00	
01-2101-4355	Salaries Benefits	34,000.00	34,411.18	35,324.00	
01-2101-4405	Seminars and Training	17,000.00	9,396.69	17,000.00	
01-2101-4410	Security Monitoring	500.00	315.36	500.00	
01-2101-4415	Service Agreements	3,600.00	343.00	3,600.00	
01-2101-4430	Supplies and Services	25,000.00	23,106.99	25,000.00	
01-2101-4450	Telephone	6,500.00	2,670.14	2,800.00	
01-2101-4452	Tools/Misc Equipment	5,000.00	4,824.60	5,000.00	
01-2101-4460	Uniforms	12,000.00	9,724.31	12,000.00	
01-2101-4463	Utilities	1,000.00	1,415.52	1,000.00	
01-2101-4465	Vehicle Gas & Oil	8,000.00	6,433.72	8,000.00	
01-2101-4520	Transfer to Equipment Reserve	190,200.00	190,200.00	195,200.00	
01-2101-4540	Transfer to Reserves	15,000.00	15,000.00	10,000.00	
01-2101-4550	Transfer to Unfunded Capital	0.00	297,351.68		
01-2101-4590	Loss on Disposal of Tangible C	0.00	0.00		
01-2101-4595	Amortization Expense	0.00	0.00		

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-????-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
Total Expense		1,055,800.00	1,232,327.90	1,078,489.00	
Total 2101 Fire Protection		443,528.00	743,209.15	488,989.00	
2120 Capital Expenditures Fire Protection					
Expense					
01-2120-6002	Capital - Grass Fire ATV Unit	0.00	0.00		
01-2120-6003	Capital - Bunker Gear	6,000.00	3,557.06		
01-2120-6011	Capital - Pick Up Response Vel	0.00	0.00		
01-2120-6016	Capital - Portable Radios	0.00	0.00		
01-2120-6017	Capital - Command Vehicle	0.00	0.00		
01-2120-6018	Capital - Exterior PPE	0.00	0.00		
01-2120-6019	Capital - Training Equipment	10,000.00	9,386.42		
01-2120-6020	Capital - Entrance & Parking Lo	0.00	0.00		
01-2120-6021	Capital - Extrication Equipment	0.00	0.00		
01-2120-6022	Capital - Mutual Aid Banquet	0.00	0.00		
01-2120-6023	Capital - Medium Duty Pumper	0.00	59,391.14		
01-2120-6024	Capital - PPE New Recruits	0.00	0.00		
01-2120-6025	Capital - Security Cameras	0.00	0.00		
01-2120-6026	Capital - Key Fobs and Door Lo	0.00	0.00		
01-2120-6027	Capital - Fire Hall Painting	0.00	0.00		
01-2120-6028	Capital - Fire Truck Tanker	450,000.00	50,459.16		
01-2120-6029	Capital - Pagers	5,000.00	0.00		
01-2120-6030	Capital - Edispatch Program	3,500.00	3,987.50		
01-2120-6031	Capital - Fire Hall AC Unit	5,000.00	0.00		
01-2120-9999	Capital	0.00	0.00	474,500.00	
Total Expense		479,500.00	126,781.28	474,500.00	
Total 2120 Capital Expenditures Fire Protection		479,500.00	126,781.28	474,500.00	
2301 Building Department					
Revenue					
01-2301-3125	Miscellaneous Revenue	0.00	-100.00	-1,000.00	
01-2301-3210	Building Permits	-282,500.00	-434,972.15	-293,000.00	
01-2301-3215	Septic System Compliance	-500.00	-900.00	-1,000.00	
01-2301-3220	Septic System Application	-11,500.00	-15,770.00	-13,500.00	
01-2301-3900	Transfer from Reserves	-25,905.00	0.00	-82,982.00	
01-2301-3990	Gain on Disposal of Tangible C	0.00	0.00		
Total Revenue		-320,405.00	-451,742.15	-391,482.00	
Expense					
01-2301-4005	Advertising	1,000.00	505.08	1,000.00	
01-2301-4035	Communications	1,600.00	1,836.16	1,600.00	
01-2301-4040	Computer Support	500.00	0.00	500.00	
01-2301-4090	Fees - Legal	2,500.00	97.69	2,000.00	
01-2301-4095	Fees - Planning	500.00	0.00	500.00	
01-2301-4110	Fleet	4,000.00	3,546.97	4,500.00	
01-2301-4165	Insurance	9,193.00	9,193.00	9,507.00	
01-2301-4170	Insurance Claims	0.00	5,000.00		
01-2301-4175	Lease Payments	0.00	0.00		

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-????-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-2301-4220	Memberships and Dues	2,000.00	743.84	1,500.00	_____
01-2301-4235	Mileage	2,000.00	964.99	1,000.00	_____
01-2301-4350	Salaries and Wages	168,705.00	164,584.60	215,615.00	_____
01-2301-4355	Salaries Benefits	47,036.00	38,005.13	60,372.00	_____
01-2301-4405	Seminars and Training	7,000.00	450.08	6,500.00	_____
01-2301-4430	Supplies and Services	3,000.00	4,508.50	11,000.00	_____
01-2301-4450	Telephone	100.00	106.62	100.00	_____
01-2301-4540	Transfers to Reserves	10,288.00	179,779.32	10,288.00	_____
01-2301-4590	Loss on Disposal of Tangible C	0.00	0.00	_____	_____
01-2301-4595	Amortization Expense	0.00	0.00	_____	_____
01-2301-4599	Indirect Cost Transfer	45,983.00	42,443.00	50,500.00	_____
Total Expense		305,405.00	451,764.98	376,482.00	_____
Total 2301 Building Department		-15,000.00	22.83	-15,000.00	_____
 2320 Capital Expenditures - Building Department					
Expense					
01-2320-6006	Capital - DAAP User Fee Revie	15,000.00	0.00	15,000.00	_____
Total Expense		15,000.00	0.00	15,000.00	_____
Total 2320 Capital Expenditures - Building Department		15,000.00	0.00	15,000.00	_____
 2401 By-law Enforcement/Property Standards					
Revenue					
01-2401-3125	Miscellaneous Revenue	-31,488.00	-23,526.25	-39,600.00	_____
Total Revenue		-31,488.00	-23,526.25	-39,600.00	_____
 Expense					
01-2401-4035	Communications	1,000.00	801.81	755.00	_____
01-2401-4090	Fees - Legal	1,500.00	2,178.42	2,000.00	_____
01-2401-4220	Memberships and Dues	150.00	241.00	250.00	_____
01-2401-4235	Mileage	2,000.00	3,653.62	3,775.00	_____
01-2401-4350	Salaries and Wages	52,726.00	45,041.68	61,152.00	_____
01-2401-4355	Salaries Benefits	14,576.00	13,511.71	18,454.00	_____
01-2401-4405	Seminars and Training	1,750.00	508.80	1,750.00	_____
01-2401-4430	Supplies and Services	1,700.00	1,434.89	1,500.00	_____
01-2401-4450	Telephone	25.00	27.29	30.00	_____
Total Expense		75,427.00	67,399.22	89,666.00	_____
Total 2401 By-law Enforcement/Property Standards		43,939.00	43,872.97	50,066.00	_____
 2501 Canine Control					
Revenue					
01-2501-3125	Miscellaneous Revenue	-2,000.00	-625.00	-2,000.00	_____
01-2501-3180	Dog Licences	-11,000.00	-11,860.00	-15,000.00	_____

General Ledger
Revenue and Expense Working Current Budget Report
 Up To Period 1 Accounts: 01-????-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
Total Revenue		-13,000.00	-12,485.00	-17,000.00	
Expense					
01-2501-4245	Contracted Services	36,500.00	38,397.59	52,500.00	
01-2501-4350	Salaries and Wages	0.00	0.00		
01-2501-4430	Supplies & Services	550.00	4,600.43	550.00	
Total Expense		37,050.00	42,998.02	53,050.00	
Total 2501 Canine Control		24,050.00	30,513.02	36,050.00	
2601 Livestock					
Revenue					
01-2601-3185	Livestock Claims	-150.00	-4,655.00	-3,500.00	
Total Revenue		-150.00	-4,655.00	-3,500.00	
Expense					
01-2601-4090	Fees - Legal	0.00	0.00		
01-2601-4205	Livestock Claims	0.00	4,565.00	3,500.00	
01-2601-4350	Salaries and Wages	300.00	270.00	300.00	
01-2601-4430	Supplies and Services	200.00	61.02	200.00	
Total Expense		500.00	4,896.02	4,000.00	
Total 2601 Livestock		350.00	241.02	500.00	
2801 GRCA					
Expense					
01-2801-4180	Levies	171,781.00	171,781.00	175,520.00	
Total Expense		171,781.00	171,781.00	175,520.00	
Total 2801 GRCA		171,781.00	171,781.00	175,520.00	
2901 Emergency Measures Program					
Expense					
01-2901-4035	Communications	0.00	0.00		
01-2901-4235	Mileage	0.00	0.00		
01-2901-4430	Supplies and Services	500.00	292.41	500.00	
01-2901-4540	Transfers to Reserves	2,500.00	2,500.00	2,500.00	
Total Expense		3,000.00	2,792.41	3,000.00	
Total 2901 Emergency Measures Program		3,000.00	2,792.41	3,000.00	

General Ledger
Revenue and Expense Working Current Budget Report
 Up To Period 1 Accounts: 01-????-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-2101	Fire Protection	443,528.00	743,209.15	488,989.00	
01-2120	Capital Expenditures Fire Protection	479,500.00	126,781.28	474,500.00	
01-2301	Building Department	-15,000.00	22.83	-15,000.00	
01-2320	Capital Expenditures - Building Department	15,000.00	0.00	15,000.00	
01-2401	By-law Enforcement/Property Standards	43,939.00	43,872.97	50,066.00	
01-2501	Canine Control	24,050.00	30,513.02	36,050.00	
01-2601	Livestock	350.00	241.02	500.00	
01-2801	GRCA	171,781.00	171,781.00	175,520.00	
01-2901	Emergency Measures Program	3,000.00	2,792.41	3,000.00	
Total Revenues:		-977,315.00	-981,527.15	-1,041,082.00	
Total Expenses:		2,143,463.00	2,100,740.83	2,269,707.00	
Report Net:		1,166,148.00	1,119,213.68	1,228,625.00	

TOWNSHIP OF GUELPH/ERAMOSA
2017
CAPITAL FORECAST

Township of Guelph/Erarnosa - Fire Department 2017 Capital Expenditures		SOURCE OF FINANCING						
	TOTAL COST	GRANTS	DEVELOPMENT CHARGES	RESERVES	REVENUE	DEBENTURE	OTHER	
Fire Truck - Tanker (Carry-over from 2016) 01-2120-6028	\$ 450,000.00			\$ 450,000.00				
Mobile Data Unit 01-2120-6032	\$ 12,500.00			\$ 12,500.00				
Central Dispatching from Guelph 01-2120-6033	\$ 12,000.00			\$ 12,000.00				
Total	\$ 474,500.00	\$ -	\$ -	\$ 474,500.00	\$ -	\$ -	\$ -	

Funding:
Equipment Reserves \$ 474,500.00

Total Funding \$ 474,500.00

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

2016 Project Carry-over

PROJECT DETAIL					
Department:	Fire				
Account Number:	01-2120-6028				
Project Name:	Fire Truck - Tanker				
Project Category:	Equipment Replacement				
Project Department Priority:					
Project Description:	Replacement of T28 - a 1989 Fire Truck Tanker				
Project Justification:	Replacement of a 1989 Fire Tanker Truck. Current unit (T28) no longer has a working pump on it. Replacement unit will allow us to move back to a Superior Tanker Shuttle Accreditation status. Replacement truck will be a multi use truck.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2015	2016	2017	2018	2019
Capital Purchases			\$ 450,000.00		
Sub-Contracting					
Consulting Fees					
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ -	\$ -	\$ 450,000.00	\$ -	\$ -
Funding					
Transfer from Reserve A/C # 01-0000-2720			\$ 450,000.00		
Taxation					
Other					
Total	\$ -	\$ -	\$ 450,000.00	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	Jun-17				
New Operating costs per year:					
Amount:					
Jim Petrik Submitted By			John Osborne Department Head		
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

PROJECT DETAIL	
Department:	Fire
Account Number:	New Capital - Number to be assigned
Project Name:	Mobile Data Unit
Project Category:	New Equipment
Project Department Priority:	
Project Description:	Mobile Data Unit
Project Justification:	Following transition to Guelph Central dispatching, the mounted data terminals (MDT)s will allow for instantaneous information sharing from Guelph dispatch to the first responding GEFD units. This will significantly reduce the time it takes for critical incident information to be received at the firehall. Out response times will be accelerated and the reliability of information of the call will be increased. In the software associated with the MDTs, we can pre-load important information, such as occupancy pre-plans, particular hazards associated with an address, the location of fire hydrants or other water sources, etc. We currently do not have access to this information in a timely fashion when responding to a call. Important information, such as time of arrival at a scene, etc, can easily be entered at the MDT unit in the truck. This capability will significantly reduce radio traffic congestion at a time when radio communication typically is somewhat chaotic.

CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 12,500.00				
Sub-Contracting					
Consulting Fees					
Engineering					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 12,500.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C # 01-0000-2720	\$ 12,500.00				
Taxation					
Other					
Total	\$ 12,500.00	\$ -	\$ -	\$ -	\$ -

NET OPERATING COSTS

Estimated Completion Date:

New Operating costs per year:
Amount:

Jim Petrik Submitted By	John Osborne Department Head
Date Prepared	Reviewed by Director of Finance

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

PROJECT DETAIL	
Department:	Fire
Account Number:	New Capital - Number to be assigned
Project Name:	Software/Data Storage Central Dispatching from Guelph
Project Category:	Equipment
Project Department Priority:	
Project Description:	Central Dispatching from Guelph
Project Justification:	We are anticipating a change in our dispatch capabilities. In order to free up staff at the start of an emergency, we will be recommending that Guelph Dispatch take over full dispatching duties. We currently require our first-in firefighter to take dispatch duty at the fire hall when we respond to a call. This prolongs our response time. Second, all of our dispatch information is transmitted verbally from Guelph to our dispatch person, who then verbally transmits the information to our responding personnel. Third, significant time is spent manually inputting critical information into our Firehouse program. By having Guelph dispatch take over, we can accelerate our response times, and increase the speed and accuracy of information transmission. Having Guelph take over dispatch is an essential component of having the MDT/CAD units in place in our responding apparatus. The information that Guelph dispatch receives from the 911 caller will automatically be updated in our CAD system and MDT units on the trucks. This is information that pertains to specifics about the call that we are responding to and may contain important safety information for our firefighters. The funds for transfer of dispatch to Guelph include renewal of our Firehouse software license (\$10,000 - which is due this year anyway) and \$2000 for upgrades to the Guelph server to accommodate additional data storage.

Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 12,000.00				
Sub-Contracting					
Consulting Fees					
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 12,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C # 01-0000-2720	\$ 12,000.00				
Taxation					
Other					
Total	\$ 12,000.00	\$ -	\$ -	\$ -	\$ -

NET OPERATING COSTS
Estimated Completion Date:
New Operating costs per year: Amount:



**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Jim Petrik
Submitted By

John Osborne
Department Head

Date Prepared

Reviewed by Director of Finance

NEW STAFF JUSTIFICATION MEMO

Department: Building **Division:**
New Position Title: Building Administration Support **Number of Positions:** One
Status: **Requested Hire Date** Roughly Spring of 2017

COST OF HIRING

(Please obtain salary and benefit costs from Human Resources in order to ensure consistency of data for all departments)

OPERATING BUDGET COSTS

<u>Annual Costs</u>				<u>Partial Year Costs</u>			
Costs	Amount	X #	Total	Costs	Amount	X #	Total
Annual Salary:	\$51,942.80	1	\$51,942.80	Partial Year Salary:			\$ -
Annual Benefit Costs:	\$14,543.98	1	\$14,543.98	Partial Benefit Costs:			\$ -
Total	<u>\$66,486.78</u>		<u>\$66,486.78</u>	Total	<u>\$ -</u>		<u>\$ -</u>

Other Operating Costs:	Amount	G/L#	Total
Uniforms/Clothing Allowance:	\$ -		
Work Boots:	\$ -		
Safety Equipment:	\$ -		
Cell Phone/Radio:	\$ -		
Association Dues:	\$ 150.00		
Advertising:	\$ 500.00		
Licences:	\$ -		
Training:	\$ -		
Total Operating Costs:	<u>\$ 650.00</u>		<u>\$ 650.00</u>

CAPITAL BUDGET COSTS

Capital Budget Costs:	Amount	Department	Capital Project Sheet#	Total
Vehicle:	\$ -			
Renovations:	\$ -			
Computer:	\$ -			
Workstation:	\$ -			
Other: (Specify)	\$ -			
Telephone, telephone jack & network drop	\$ -			
Total Capital Costs:	<u>\$ -</u>			<u>\$ -</u>

TOTAL COSTS: \$67,136.78

NEW STAFF JUSTIFICATION MEMO

FUNDING SOURCE:

(If this request is outside budget process, indicate where funds will come from to cover costs of position.
If you are submitting for new budget consideration, indicate "NEW POSITION FOR BUDGET CONSIDERATION".
If you require more space, please use a separate sheet).

The financials to subsidize this position would be achieved through permit revenue.

JUSTIFICATION FOR NEW POSITION:

(Indicate what work the new position will take on; why this work requires a new position and what will be the consequences if the new position is not hired).

If you require more space, please use a separate sheet.

Due to the work load of building permits, the new position would be responsible for a lot of the administrative duties to free up time for the CBO and Inspector to focus on their respected duties. The following tasks that would be assigned to the administrative position: booking inspections, preparing field inspection templates for inspectors, filing permits, entering permit applications into software system, scanning permit applications and all documentation that comes with it, attending front counter questions (as much as possible), completing plans review for smaller permit types (ie. decks, sheds, pools, tents, and small residential additions), ensure applications are complete and meet all applicable law at the time of receiving an application (ie. Grand River Conservation Authority, Ontario Ministry of Food and Agricultural, Ministry of Transportation, Source Water Protection, Zoning By-law compliance), answer phones regarding permit questions (as much as possible), prepare permits for issuing to applicants, organizing building permit information in a database, and any necessary filing. The position is also required to assist when either the CBO or Inspector is absent because of vacation, sickness, meetings, or further training. Without the administration support, the CBO and/or Inspector would have to complete these tasks which would take time away from other bigger duties the CBO and/or Inspector are responsible for. It is also very difficult for either the CBO and/or Inspector to complete their own responsible duties and administrative tasks when the other is absent.

Department: Public Works Department

Corporate Responsibilities

- Ensures that the Township's municipal infrastructure such as roads, bridges, sidewalks, water and wastewater systems and storm water conveyance and treatment facilities, are maintained and designed for the appropriate service and protection of the public, meet the Township's standards and good engineering practices.
- Project management of major infrastructure projects.
- Coordinate special engineering studies required to determine servicing requirements such as sewage flow monitoring, potable water storage and conveyance, road needs studies, biennial structures inspection, environmental assessments and storm water management monitoring programs.

Department: Transportation - Roads

CORE SERVICES:

- Tasks include but are not limited to: road surface maintenance, storm sewer/catch basin maintenance/repair, road closures, line painting, street sweeping, ditching, and roadside maintenance (grass cutting and brushing), snow removal, tree maintenance on town property, noxious weed control, collection of illegal dumping, entrance permits and inspections, roads facility maintenance, curb cutting and traffic signs maintenance/repair.
- Responsible for the routine, preventative maintenance and safety inspections of Township owned vehicles and related equipment as well as monitoring fuel consumption and recommending vehicle replacements.
- Responsible for weekly/ monthly road patrols for regulatory compliance and maintenance records.
- Respond to resident requests and emergency situations.
- Prepare and administer the engineering component of the Development Charge By-law.
- Coordinate or undertake approvals for temporary road closures for special events and construction. Review traffic warrants and parking issues on existing streets.

BUDGET HIGHLIGHTS:

OPERATING BUDGET: The Roads Administration operating budget includes increases in spending over 2016 budget amounts for catchbasins (initiate a regular clean out program), ditching, hydro, maintenance gravel, road repairs, building maintenance and tree planting. Increases to wage and benefit as well as dust control, line painting, and weed control reflect inflation/cost of living increases.

CAPITAL PROJECTS: The 2017 Public Works Department capital budget includes projects totalling \$2,352,000.

Road projects included improvements and surface treatment of Seventh Line from County Road 50 to County Road 49, reconstruction of York Street between Cedar Street, surface treatment of Sixth Line East from County Road 51 to Sideroad 14, surface treatment of Sideroad 20 from Fifth Line to Sixth Line and resurfacing of Guelph Road 1 from County Road 124 to Fife Road.

A bridge replacement on Township Road 3 is proposed for which a funding application has been made through the OFCIF Top-up program. Preliminary site and design work will continue for a covered storage area for equipment at Brucedale. The required inventory of storm sewers and stormwater management facilities as part of our asset management plan will also continue in 2017. The 2017 capital budget also includes a provision to initiate design work for signals at Dunbar and Highway 7 pending some further discussion with the Ministry of Transportation. An update to the Roads Needs Study and Condition Assessment is also proposed for 2017.

Township of Guelph/Eramosa
2017 Budget Summary

TRANSPORTATION SERVICES	2016	2017	Year over Year	
			Change	% Change
Revenue				
User Fees - Street Light Revenue	\$ 92,000.00	\$ 74,500.00	\$ (17,500.00)	-19.02%
Other (Misc)	\$ 190,000.00	\$ 60,000.00	\$ (130,000.00)	-68.42%
Grants	\$ 491,191.00	\$ 1,060,933.00	\$ 569,742.00	115.99%
Long Term Debt Financing	\$ 1,420,000.00	\$ 330,000.00	\$ (1,090,000.00)	-76.76%
Transfer From Reserves	\$ 1,286,030.00	\$ 1,580,581.00	\$ 294,551.00	22.90%
Transfer From Development Charges	\$ 225,679.00	\$ 10,000.00	\$ (215,679.00)	-95.57%
Total Revenue	\$ 3,704,900.00	\$ 3,116,014.00	\$ (588,886.00)	-15.89%
Expenditures				
Operating Costs	\$ 1,315,463.00	\$ 1,349,214.00	\$ 33,751.00	2.57%
Debt Charges (Principal and Interest)	\$ 335,172.00	\$ 321,067.00	\$ (14,105.00)	-4.21%
Salaries and Benefits	\$ 1,164,100.00	\$ 1,182,545.00	\$ 18,445.00	1.58%
Transfers To Reserves	\$ 841,391.00	\$ 861,391.00	\$ 20,000.00	2.38%
Total Expenditures	\$ 3,656,126.00	\$ 3,714,217.00	\$ 58,091.00	1.59%
			\$ -	
Capital Costs	\$ 2,932,000.00	\$ 2,352,000.00	\$ (580,000.00)	-19.78%
Total Operating and Capital Expenditures	\$ 6,588,126.00	\$ 6,066,217.00	\$ (521,909.00)	-7.92%
Programs to be Funded Through Taxation	\$ 2,883,226.00	\$ 2,950,203.00	\$ 66,977.00	2.32%

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-3???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
Fund: 01 General					
3101 Roads Administration					
Revenue					
01-3101-3125	Miscellaneous Revenue	-190,000.00	-141,342.69	-60,000.00	_____
01-3101-3130	Financing	-1,420,000.00	-615,000.00	-330,000.00	_____
01-3101-3150	Grants	-491,191.00	-491,174.42	-1,060,933.00	_____
01-3101-3225	Tax Revenue - Infrastructure R	-113,870.00	-113,869.95	_____	_____
01-3101-3900	Transfer from Reserves	-1,286,030.00	-999,265.85	-1,580,581.00	_____
01-3101-3920	Transfer from Development Ch	-225,679.00	-60,994.00	-10,000.00	_____
01-3101-3990	Gain on Disposal of Tangible C	0.00	0.00	_____	_____
Total Revenue		-3,726,770.00	-2,421,646.91	-3,041,514.00	_____
Expense					
01-3101-4005	Advertising	3,500.00	3,036.82	3,000.00	_____
01-3101-4015	Bridges & Culverts	35,000.00	34,046.60	35,000.00	_____
01-3101-4025	Catch Basins	3,000.00	2,268.80	12,000.00	_____
01-3101-4035	Communications	10,000.00	6,169.21	8,000.00	_____
01-3101-4040	Computer Support	1,500.00	1,101.61	1,000.00	_____
01-3101-4045	Debenture Payment	335,172.00	259,280.54	321,067.00	_____
01-3101-4050	Debris Pick Up	800.00	290.00	800.00	_____
01-3101-4055	Ditching	15,000.00	20,179.66	20,000.00	_____
01-3101-4065	Dust Control	42,000.00	45,474.11	47,000.00	_____
01-3101-4070	Equipment Rental	10,000.00	5,626.49	10,000.00	_____
01-3101-4075	Fees - Audit	0.00	0.00	_____	_____
01-3101-4080	Fees - Engineering	20,000.00	16,130.04	20,000.00	_____
01-3101-4090	Fees - Legal	3,000.00	1,249.25	3,000.00	_____
01-3101-4095	Fees - Planning	500.00	0.00	500.00	_____
01-3101-4110	Fleet	180,000.00	158,347.15	170,000.00	_____
01-3101-4125	Garbage Disposals	2,500.00	2,531.68	2,600.00	_____
01-3101-4135	Grass Mowing	9,000.00	7,846.88	9,000.00	_____
01-3101-4150	Heating	9,800.00	7,068.37	9,800.00	_____
01-3101-4160	Hydro	16,200.00	18,839.52	18,500.00	_____
01-3101-4165	Insurance	106,074.00	106,074.00	109,695.00	_____
01-3101-4170	Insurance Claims	7,500.00	4,646.00	7,500.00	_____
01-3101-4175	Lease Payments	44,399.00	44,399.04	44,399.00	_____
01-3101-4200	Licenses	12,000.00	11,074.00	12,000.00	_____
01-3101-4205	Line Painting	20,400.00	17,583.28	21,000.00	_____
01-3101-4215	Maintenance Gravel	70,000.00	59,033.01	90,000.00	_____
01-3101-4220	Memberships and Dues	3,000.00	2,216.37	3,000.00	_____
01-3101-4235	Mileage	500.00	285.79	500.00	_____
01-3101-4245	Contracted Services	0.00	0.00	_____	_____
01-3101-4260	Patching Hardtop	55,000.00	76,725.05	70,000.00	_____
01-3101-4265	Patching Loosetop	20,000.00	4,559.05	10,000.00	_____
01-3101-4270	Plant Materials/Tree Planting	3,000.00	5,269.18	8,000.00	_____
01-3101-4280	Plowing Equipment	8,000.00	5,753.60	7,000.00	_____
01-3101-4285	Postage & Shipping	200.00	61.61	200.00	_____
01-3101-4305	Repairs & Maintenance - Buildi	10,000.00	12,570.44	18,000.00	_____
01-3101-4310	Repairs & Maintenance - Equip	50,000.00	40,285.74	45,000.00	_____
01-3101-4320	Safety	40,000.00	30,928.05	43,000.00	_____

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-3???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-3101-4350	Salaries and Wages	895,500.00	895,501.42	909,000.00	
01-3101-4355	Salaries Benefits	268,600.00	261,325.82	273,545.00	
01-3101-4400	Sand and Salt	215,000.00	264,430.47	215,000.00	
01-3101-4405	Seminars and Training	26,000.00	19,074.61	20,000.00	
01-3101-4410	Security Monitoring	1,000.00	515.97	1,000.00	
01-3101-4415	Service Agreements	20,800.00	14,937.17	20,800.00	
01-3101-4420	Shouldering	30,000.00	37,109.35	40,000.00	
01-3101-4425	Sidewalk Maintenance	20,000.00	4,726.03	20,000.00	
01-3101-4430	Supplies and Services	22,000.00	25,361.38	22,000.00	
01-3101-4435	Sweeping	24,000.00	15,040.13	20,000.00	
01-3101-4450	Telephone	1,700.00	1,447.28	900.00	
01-3101-4455	Tree Cutting	18,000.00	16,210.10	20,000.00	
01-3101-4460	Uniforms	10,000.00	8,141.60	10,000.00	
01-3101-4480	Weed Control	22,000.00	22,825.78	25,000.00	
01-3101-4485	Weekly Water Sampling	520.00	0.00	520.00	
01-3101-4500	Transfer to Bridge Reserve	100,000.00	100,000.00	100,000.00	
01-3101-4540	Transfers to Reserves	855,256.00	994,817.53	761,391.00	
01-3101-4590	Loss on Disposal of Tangible C	0.00	0.00		
01-3101-4595	Amortization Expense	0.00	0.00		
01-3101-4599	Indirect Cost Transfer	0.00	0.00		
Total Expense		3,677,421.00	3,692,415.58	3,639,717.00	
Total 3101 Roads Administration		-49,349.00	1,270,768.67	598,203.00	
3120 Ice Storm					
Expense					
01-3120-4430	Supplies and Services	0.00	0.00		
01-3120-4598	Ice Storm Equipment Cost Alloc	0.00	0.00		
Total Expense		0.00	0.00		
Total 3120 Ice Storm		0.00	0.00		
3200 Capital Expenditures - Transportation Service					
Expense					
01-3200-7040	Capital - Chev C5500 Truck Re	0.00	0.00		
01-3200-7063	Capital - Rockwood Street Upgr	0.00	0.00		
01-3200-7064	Capital - Sidewalk Up-grades	230,000.00	240,702.77		
01-3200-7071	Capital - Marden Shop Doors R	0.00	0.00		
01-3200-7074	Capital - Side Road 20 (Jones E	0.00	0.00		
01-3200-7078	Capital - Marden Shop Upgrade	0.00	0.00		
01-3200-7079	Capital - Marden Shop Window	0.00	0.00		
01-3200-7080	Capital - Marden Shop Oil Sepa	0.00	0.00		
01-3200-7081	Capital - Bruce Dale Shop Upgre	0.00	0.00		
01-3200-7082	Capital - Municipal Signage	0.00	0.00		
01-3200-7087	Capital - Speedvale Ave W Upg	0.00	0.00		
01-3200-7088	Capital - Rockwood Parking Lot	0.00	0.00		
01-3200-7089	Capital - Mill Road Bridge Reha	0.00	0.00		
01-3200-7090	Capital - Tandem Dump/Sander	0.00	0.00		
01-3200-7092	Capital - Fuel Card Lock Syster	0.00	0.00		
01-3200-7093	Capital - Bridge No. 2012 Repa	0.00	0.00		
01-3200-7094	Capital - Bridge No. 19 Install C	0.00	0.00		

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-3???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-3200-7095	Capital - Bridge No. 21 Install E	0.00	0.00		
01-3200-7096	Capital - RS1060 Twp Rd 3 Upg	0.00	0.00		
01-3200-7097	Capital - Dowler St (Shanley to	0.00	0.00		
01-3200-7098	Capital - Shanley St (Main to Dr	0.00	0.00		
01-3200-7099	Capital - Henry St (Carroll to Fr	0.00	0.00		
01-3200-7100	Capital - Station Street W. (Mai	0.00	0.00		
01-3200-7101	Capital - Grader Roller	0.00	0.00		
01-3200-7102	Capital - Citywide Works Applic	0.00	0.00		
01-3200-7103	Capital - Bruceedale Covered Str	180,000.00	0.00		
01-3200-7104	Capital - RS190 Woolwich/Pilki	290,000.00	151,715.37		
01-3200-7105	Capital - RS2240 Mill Road	990,000.00	564,248.40		
01-3200-7106	Capital - RS2300 Sideroad 20 E	0.00	0.00		
01-3200-7107	Capital - RS2310 Sideroad 20 E	0.00	0.00		
01-3200-7108	Capital - RS540 Eramosa Cres	92,000.00	61,372.36		
01-3200-7109	Capital - RS550 Gazer Cres	82,000.00	61,372.35		
01-3200-7110	Capital - RS530 Hillside Drive	103,000.00	61,372.35		
01-3200-7111	Capital - RS1040 Guelph Rd 1	0.00	0.00		
01-3200-7112	Capital - RS1050 Guelph Rd 1	0.00	0.00		
01-3200-7113	Capital - RS2060 Fife Road	0.00	0.00		
01-3200-7114	Capital - RS2050 Fife Road	0.00	0.00		
01-3200-7115	Capital - RS520 Promenade	0.00	0.00		
01-3200-7116	Capital - Bridge B005 Sixth Line	0.00	0.00		
01-3200-7117	Capital - B014 Third Line Road	0.00	0.00		
01-3200-7118	Capital - B2012 Fourth Line Bri	0.00	0.00		
01-3200-7119	Capital - B2013 Fourth Line Bri	0.00	0.00		
01-3200-7120	Capital - B3006 Third Line Bridg	0.00	0.00		
01-3200-7121	Capital - B3007 Mill Road Bridg	230,000.00	147,193.52		
01-3200-7122	Capital - Street Light Upgrades	330,000.00	51,163.26		
01-3200-7123	Capital - Victoria St Resurfacing	0.00	0.00		
01-3200-7124	Capital - Wellington St Resurfa	0.00	0.00		
01-3200-7125	Capital - Bridge St Surfacing R	0.00	0.00		
01-3200-7126	Capital - 7th Line Guiderail Upg	0.00	0.00		
01-3200-7127	Capital - Holder - Tractor/Plow/I	115,000.00	113,299.58		
01-3200-7128	Capital - Pick Up Truck	42,000.00	38,536.79		
01-3200-7129	Capital - Barden Street RS0580	53,000.00	21,406.38		
01-3200-7130	Capital - Passmore & Balaclava	45,000.00	44,463.11		
01-3200-7131	Capital - Stormwater Mgmt Fac	30,000.00	0.00		
01-3200-7132	Capital - Hwy 7/MacLennan/Dur	60,000.00	0.00		
01-3200-7133	Capital - Cty Rd 27 IPS	60,000.00	0.00		
01-3200-7134	Capital - Guelph Rd 3 Bridge B	0.00	0.00		
01-3200-7135	Capital - VR/Richardson Water	0.00	0.00		
01-3200-7136	Capital - B3008 Replacement	0.00	7,947.37		
01-3200-9999	Capital	0.00	0.00	2,352,000.00	
Total Expense		2,932,000.00	1,564,793.61	2,352,000.00	
Total 3200 Capital Expenditures - Transportation Services		2,932,000.00	1,564,793.61	2,352,000.00	
3601 Ricensburg					
Revenue					
01-3601-3020	Tax Rev - Street Lights	-1,218.00	-1,218.06		
Total Revenue		-1,218.00	-1,218.06		
Expense					
01-3601-4160	Hydro	743.00	1,040.23		
01-3601-4310	Repairs & Maint - Equipment	0.00	559.68		

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-3???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-3601-4510	Transfer to Capital Reserve	475.00	475.00		
Total Expense		1,218.00	2,074.91		
Total 3601 Ricenburg		0.00	856.85		
3602 Hartfield					
Revenue					
01-3602-3020	Tax Rev - Street Lights	-715.00	-716.07		
01-3602-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-715.00	-716.07		
Expense					
01-3602-4160	Hydro	565.00	660.22		
01-3602-4310	Repairs & Maint - Equipment	0.00	0.00		
01-3602-4510	Transfer to Capital Reserve	150.00	150.00		
Total Expense		715.00	810.22		
Total 3602 Hartfield		0.00	94.15		
3603 Kaine Hill					
Revenue					
01-3603-3020	Tax Rev - Street Lights	-293.00	-291.29		
01-3603-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-293.00	-291.29		
Expense					
01-3603-4160	Hydro	267.00	309.27		
01-3603-4310	Repairs & Maint - Equipment	0.00	0.00		
01-3603-4510	Transfer to Capital Reserve	26.00	26.00		
Total Expense		293.00	335.27		
Total 3603 Kaine Hill		0.00	43.98		
3604 Woodfield					
Revenue					
01-3604-3020	Tax Rev - Street Lights	-1,226.00	-1,225.99		
Total Revenue		-1,226.00	-1,225.99		
Expense					
01-3604-4160	Hydro	810.00	865.86		
01-3604-4310	Repairs & Maint - Equipment	0.00	0.00		
01-3604-4510	Transfer to Capital Reserve	416.00	416.00		
Total Expense		1,226.00	1,281.86		
Total 3604 Woodfield		0.00	55.87		

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-3???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
3605 Edgehill					
Revenue					
01-3605-3020	Tax Rev - Street Lights	-1,608.00	-1,608.04		
01-3605-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-1,608.00	-1,608.04		
Expense					
01-3605-4160	Hydro	1,087.00	1,108.57		
01-3605-4310	Repairs & Maint - Equipment	0.00	0.00		
01-3605-4510	Transfer to Capital Reserve	521.00	521.00		
Total Expense		1,608.00	1,629.57		
Total 3605 Edgehill		0.00	21.53		
3606 Huntington					
Revenue					
01-3606-3020	Tax Rev - Street Lights	-2,800.00	-2,800.03		
01-3606-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-2,800.00	-2,800.03		
Expense					
01-3606-4160	Hydro	1,750.00	2,047.10		
01-3606-4310	Repairs & Maint - Equipment	0.00	0.00		
01-3606-4510	Transfer to Capital Reserve	1,050.00	1,050.00		
Total Expense		2,800.00	3,097.10		
Total 3606 Huntington		0.00	297.07		
3607 Cross Creek					
Revenue					
01-3607-3020	Tax Rev - Street Lights	-13,000.00	-13,000.06		
01-3607-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-13,000.00	-13,000.06		
Expense					
01-3607-4160	Hydro	6,800.00	6,791.98		
01-3607-4310	Repairs & Maint - Equipment	0.00	0.00		
01-3607-4510	Transfer to Capital Reserve	6,200.00	6,200.00		
Total Expense		13,000.00	12,991.98		
Total 3607 Cross Creek		0.00	-8.08		
3608 Ariss Glen					
Revenue					
01-3608-3020	Tax Rev - Street Lights	-1,690.00	-1,689.99		
01-3608-3900	Transfer from Reserves	0.00	0.00		

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-3???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
Total Revenue		-1,690.00	-1,689.99		
Expense					
01-3608-4160	Hydro	1,150.00	1,201.13		
01-3608-4310	Repairs & Maint - Equipment	0.00	559.68		
01-3608-4510	Transfer to Capital Reserve	540.00	540.00		
Total Expense		1,690.00	2,300.81		
Total 3608 Ariss Glen		0.00	610.82		
3609 Rockwood					
Revenue					
01-3609-3020	Tax Rev - Street Lights	-54,000.00	-54,001.67	-54,000.00	
01-3609-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-54,000.00	-54,001.67	-54,000.00	
Expense					
01-3609-4160	Hydro	38,700.00	39,271.95	38,700.00	
01-3609-4310	Repairs & Maint - Equipment	10,200.00	13,812.29	10,200.00	
01-3609-4510	Transfer to Capital Reserve	5,100.00	5,100.00	5,100.00	
Total Expense		54,000.00	58,184.24	54,000.00	
Total 3609 Rockwood		0.00	4,182.57		
3610 Walkerbrae					
Revenue					
01-3610-3020	Tax Rev - Street Lights	-2,800.00	-2,800.03		
01-3610-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-2,800.00	-2,800.03		
Expense					
01-3610-4160	Hydro	1,800.00	1,694.67		
01-3610-4310	Repairs & Maint - Equipment	0.00	559.68		
01-3610-4510	Transfer to Capital Reserve	1,000.00	1,000.00		
Total Expense		2,800.00	3,254.35		
Total 3610 Walkerbrae		0.00	454.32		
3611 Ellenville					
Revenue					
01-3611-3020	Tax Rev - Street Lights	-1,000.00	-1,000.01		
01-3611-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-1,000.00	-1,000.01		
Expense					
01-3611-4160	Hydro	740.00	859.33		

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-3???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-3611-4310	Repairs & Maint - Equipment	0.00	0.00		
01-3611-4510	Transfer to Capital Reserve	260.00	260.00		
Total Expense		1,000.00	1,119.33		
Total 3611 Ellenville		0.00	119.32		
3612 Eden Mills					
Revenue					
01-3612-3020	Tax Rev - Street Lights	-9,800.00	-9,800.01		
01-3612-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-9,800.00	-9,800.01		
Expense					
01-3612-4160	Hydro	7,100.00	8,286.50		
01-3612-4310	Repairs & Maint - Equipment	0.00	8,444.55		
01-3612-4510	Transfer to Capital Reserve	2,700.00	2,700.00		
Total Expense		9,800.00	19,431.05		
Total 3612 Eden Mills		0.00	9,631.04		
3613 Ariss Valley					
Revenue					
01-3613-3020	Tax Rev - Street Lights	-1,850.00	-1,850.00		
01-3613-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-1,850.00	-1,850.00		
Expense					
01-3613-4160	Hydro	1,550.00	5,769.20		
01-3613-4310	Repairs & Maint - Equipment	0.00	0.00		
01-3613-4510	Transfer to Capital Reserve	300.00	300.00		
Total Expense		1,850.00	6,069.20		
Total 3613 Ariss Valley		0.00	4,219.20		
3620 Hydro One Service Areas					
Revenue					
01-3620-3020	Tax Rev - Street Lights	0.00	0.00	-20,500.00	
01-3620-3900	Transfer From Reserves	0.00	0.00		
Total Revenue		0.00	0.00	-20,500.00	
Expense					
01-3620-4160	Hydro	0.00	0.00	13,500.00	
01-3620-4310	Repairs & Maint - Equipment	0.00	0.00	1,000.00	
01-3620-4510	Transfer to Capital Reserve	0.00	0.00	6,000.00	
Total Expense		0.00	0.00	20,500.00	

General Ledger
Revenue and Expense Working Current Budget Report
Up To Period 1 Accounts: 01-3???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
Total 3620 Hydro One Service Areas		0.00	0.00		

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-3???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-3101	Roads Administration	-49,349.00	1,270,768.67	598,203.00	
01-3120	Ice Storm	0.00	0.00		
01-3200	Capital Expenditures - Transportation Services	2,932,000.00	1,564,793.61	2,352,000.00	
01-3601	Ricenburg	0.00	856.85		
01-3602	Hartfield	0.00	94.15		
01-3603	Kaine Hill	0.00	43.98		
01-3604	Woodfield	0.00	55.87		
01-3605	Edgehill	0.00	21.53		
01-3606	Huntington	0.00	297.07		
01-3607	Cross Creek	0.00	-8.08		
01-3608	Ariss Glen	0.00	610.82		
01-3609	Rockwood	0.00	4,182.57		
01-3610	Walkerbrae	0.00	454.32		
01-3611	Ellenville	0.00	119.32		
01-3612	Eden Mills	0.00	9,631.04		
01-3613	Ariss Valley	0.00	4,219.20		
01-3620	Hydro One Service Areas	0.00	0.00		
Total Revenues:		-3,818,770.00	-2,513,648.16	-3,116,014.00	
Total Expenses:		6,701,421.00	5,369,789.08	6,066,217.00	
Report Net:		2,882,651.00	2,856,140.92	2,950,203.00	

Township of Guelph/Eramosa
Public Works
2017 Capital Forecast

Township of Guelph/Eramosa - Public Works 2017 Capital Expenditures		SOURCE OF FINANCING						
DESCRIPTION OF EXPENDITURE	TOTAL COST	GRANTS	OTHER	RESERVES	Development Charges	Shared Cost Boundary Road	GAS TAX REBATE	
Capital - Seventh Line(RS1570) From County Rd. 50 to 2.82 km north 01-3200-7137	\$ 174,000.00			\$ -			\$ 174,000.00	
Capital - York Street (RS0600) From Cedar Street to Chapple Street 01-3200-7138	\$ 109,000.00	\$ 109,000.00		\$ -				
Capital - Sideroad 20 E (RS2290) From Fifth Line to Sixth Line 01-3200-7139	\$ 42,000.00	\$ 42,000.00		\$ -				
Capital - Sixth Line E (RS1140) From County Rd. 51 to Sideroad 16 01-3200-7140	\$ 50,000.00	\$ 50,000.00		\$ -				
Capital - Sixth Line E (RS1150) From Sideroad 16 to Sideroad 14 01-3200-7141	\$ 40,000.00	\$ 4,742.00		\$ 35,258.00				
Capital - Guelph Road 1(RS1040) From Fife Road to County Rd. 124 01-3200-7111	\$ 560,000.00						\$ 560,000.00	
Capital - Guelph Road 1(RS10500) From Paisley Road to Fife Road 01-3200-7142	\$ 365,000.00						\$ 365,000.00	
Capital - B3008 Road 3 Culvert Replacement 01-3200-7134	\$ 532,000.00	\$ 478,800.00		\$ 53,200.00				
Capital - Stormwater Management Facilities Inventory and Assessment and Storm sewer inventory 01-3200-7131	\$ 30,000.00			\$ 30,000.00				
Capital - Street Light Upgrades (Rockwood) 01-3200-7122	\$ 330,000.00		\$ 330,000.00					
Capital - Bruceedale Covered Storage 01-3200-7103	\$ 10,000.00			\$ -	\$ 10,000.00			
Capital - Highway 7 and MacLennan/Dunbar Signals 01-3200-7132	\$ 70,000.00			\$ 70,000.00				
Capital - Roads Needs and Condition Assessment 01-3200-7020	\$ 40,000.00			\$ 40,000.00				
Total	\$ 2,352,000.00	\$ 684,542.00	\$ 330,000.00	\$ 228,458.00	\$ 10,000.00	\$ -	\$ 1,099,000.00	

Township of Guelph/Eramosa
Public Works
2017 Capital Forecast

Funding:	
Capital Reserves	\$ 175,258.00
Gas Tax Reserve	\$ 1,099,000.00
Bridge Reserves	\$ 53,200.00
OCIF Funding	\$ 205,742.00
OCIF Top-up	\$ 478,800.00
Other	\$ 330,000.00
Development Charges	\$ 10,000.00
Total	<u>\$ 2,352,000.00</u>

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	Seventh Line - Resurfacing				
Asset Name:	Seventh Line from Cty Rd 50 to 2.82 Km north	Asset ID:		1570	
Project Category:	Roads	G.L. Acct:		01-3200-	
Project Department Priority:					
Project Description:	Complete shoulder stabilization and reapplication of surface treatment				
Project Justification:	Seventh Line is identified in the Ten Year Capital Improvement Plan from Roads Needs Study. Significant patching efforts are required along edge of existing surface treatment. Shoulder stabilization and surface treatment proposed.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 166,000.00				
Sub-Contracting/Equipment Rental	\$ 8,000.00				
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 174,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #					
Taxation					
Gas Tax	\$ 174,000.00				
OCIF					
Financing					
Development Charges					
User Fees					
Other					
Total	\$ 174,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
7-Dec-16					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	York Street Reconstruction				
Asset Name:	York Street - Cedar to Chapel	Asset ID:		600	
Project Category:	Roads	G.L. Acct:			
Project Department Priority:					
Project Description:	Reconstruction of approximately 120 metres of existing semi-urban road including sidewalk as required.				
Project Justification:	York Street is at the top of the list in terms of existing Pavement Condition Index (PCI) remaining roads to be completed from the 2013 Roads Needs Study. Project potentially coordinated with site improvements at the Community Centre.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 84,000.00				
Sub-Contracting/Equipment Rental					
Consulting Fees					
Engineering/Survey Fees	\$ 15,000.00				
Geo Technical Fees					
Legal Fees					
Contingency	\$ 10,000.00				
Total	\$ 109,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
A/C #					
Taxation					
Gas Tax					
OCIF	\$ 109,000.00				
Financing					
Development Charges					
User Fees					
Other					
Total	\$ 109,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
12-Dec-16					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	Sideroad 20 E Resurfacing				
Asset Name:	Sideroad 20 E From Fifth Line to Sixth Line	Asset ID:		2290	
Project Category:	Roads	G.L. Acct:		01-3220-	
Project Department Priority:					
Project Description:	Complete reapplication of surface treatment				
Project Justification:	Sideroad 20 is identified in the Ten Year Capital Improvement Plan from Roads Needs Study. The 2017 project is completion of new surface treatment over 2016 shoulder stabilization work.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 42,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 42,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #					
Taxation					
Gas Tax					
OCIF	\$ 42,000.00				
Financing					
Development Charges					
User Fees					
Other					
Total	\$ 42,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
7-Dec-16					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	Sixth Line E Resurfacing				
Asset Name:	Sixth Line E from Cty Rd 51 to Sideroad 16	Asset ID:		1140	
Project Category:	Roads	G.L. Acct:		01-3220-	
Project Department Priority:					
Project Description:	Complete reapplication of surface treatment				
Project Justification:	Sixth Line E is identified in the Ten Year Capital Improvement Plan from Roads Needs Study. The 2017 project is completion of new surface treatment over 2016 shoulder stabilization work.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 50,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
A/C #					
Taxation					
Gas Tax					
OCIF	\$ 50,000.00				
Financing					
Development Charges					
User Fees					
Other					
Total	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
7-Dec-16					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	Sixth Line E Resurfacing				
Asset Name:	Sixth Line E from Sideroad 16 to Sideroad 14	Asset ID:		1150	
Project Category:	Roads	G.L. Acct:		01-3220-	
Project Department Priority:					
Project Description:	Complete reapplication of surface treatment				
Project Justification:	Sixth Line E is identified in the Ten Year Capital Improvement Plan from Roads Needs Study. The 2017 project is completion of new surface treatment over 2016 shoulder stabilization work.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 40,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #	\$ 40,000.00				
Taxation					
Gas Tax					
OCIF					
Financing					
Development Charges					
User Fees					
Other					
Total	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
7-Dec-16					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	Guelph Road 1 - Reconstruction				
Asset Name:	Guelph Road 1 from Fife Rd. to Cty Rd. 124	Asset ID:		1040	
Project Category:	Roads	G.L. Acct:			
Project Department Priority:					
Project Description:	Reconstruction of Guelph Road 1- Pulverize and Pave with some shoulder and ditching work. Some full depth reconstruction expected				
Project Justification:	Guelph Road is at the top of remaining roads on Ten Year Capital Improvement Plan from Roads Needs Study. Couple with substandard surface width, reconstruction with geometric improvements is required to improve safety.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 415,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 34,000.00				
Geo Technical Fees	\$ 6,000.00				
Legal Fees					
Contingency	\$ 105,000.00				
Total	\$ 560,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #					
Taxation					
Gas Tax	\$ 560,000.00				
OCIF					
Financing					
Development Charges					
User Fees					
Other					
Total	\$ 560,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
12-Dec-16					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	Guelph Road 1 - Reconstruction				
Asset Name:	Guelph Road 1 from Paisley R. to Fife Rd.	Asset ID:		1050	
Project Category:	Roads	G.L. Acct:			
Project Department Priority:					
Project Description:	Reconstruction of Guelph Road 1- Pulverize and Pave with some shoulder and ditching work				
Project Justification:	Guelph Road is at the top of remaining roads on Ten Year Capital Improvement Plan from Roads Needs Study. Coordinate with South Section of Road 1 for mobilization and other cost savings				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 334,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 28,000.00				
Geo Technical Fees	\$ 3,000.00				
Legal Fees					
Contingency					
Total	\$ 365,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #					
Taxation					
Gas Tax	\$ 365,000.00				
OCIF					
Financing					
Development Charges					
User Fees					
Other					
Total	\$ 365,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
12-Dec-16					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	Culvert Replacement (B3008) Township Road 3				
Asset Name:	B3008 Road 3 Culvert	Asset ID:			
Project Category:	Roads	G.L. Acct: 01-3200-7134			
Project Department Priority:	HIGH				
Project Description:	Replacement of Existing Culvert located on Township Road 3				
Project Justification:	Recommendation from 2016 Bridge Inspection. Structure has deteriorated significantly since 2014 inspection. Monitoring program initiated in advance of replacement to ensure failure does not occur.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 410,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 62,000.00				
Geo Technical Fees					
Legal Fees					
Contingency	\$ 60,000.00				
Total	\$ 532,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #	\$ 53,200.00				
Taxation					
Gas Tax					
OCIF	\$ 478,800.00				
Financing					
Development Charges					
User Fees					
Other					
Total	\$ 532,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
7-Dec-16					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	Storm Ponds and Sewers Asset Management Database Inventory				
Asset Name:		Asset ID:			
Project Category:	Roads	G.L. Acct:			
Project Department Priority:	High				
Project Description:	Stormwater Management Ponds and Storm Inventory for Asset Management				
Project Justification:	Asset Management requirements expanding to include stormwater facilities and storm sewers. Some external professional services are required in conjunction with staff to meet requirements				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases					
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 30,000.00				
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
A/C #	\$ 30,000.00				
Taxation					
Gas Tax					
OCIF					
Financing					
Development Charges					
User Fees					
Other					
Total	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
7-Dec-16					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET	
Department:	Roads
Project Name:	Street Light Upgrades - Rockwood
Asset Name:	Asset ID:
Project Category:	Roads G.L. Acct: 01-3200-7122
Project Department Priority:	High
Project Description:	Convert existing Guelph Hydro Service area streetlights (Rockwood) to LED
Project Justification:	Expansion of the Streetlight LED conversion program completed in 2015/2016 to include Rockwood.

CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 330,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 330,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
A/C #					
Taxation					
Gas Tax					
OCIF					
Financing					
Development Charges					
User Fees					
Other	\$ 330,000.00				
Total	\$ 330,000.00	\$ -	\$ -	\$ -	\$ -

NET OPERATING COSTS	
Estimated Completion Date:	
New Operating costs per year:	
Amount:	
Submitted By	Department Head
7-Dec-16	
Date Prepared	Reviewed by Director of Finance

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	Bruceedale Covered Storage and additional Bay				
Asset Name:		Asset ID:			
Project Category:	Roads	G.L. Acct: 01-3200-7103			
Project Department Priority:	High				
Project Description:	Construct covered storage bay and space for equipment				
Project Justification:	Provide a covered storage space for equipment to protect from year round elements improving useful life. Other benefits include general clean up of yard area. Project included in Development Charge Background Study as PW Storage Bays and Additional Operations Space. Complete further preparation and design work in advance of proposed 2018 construction.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases		\$ 170,000.00			
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 10,000.00				
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 10,000.00	\$ 170,000.00	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
A/C #		\$ 15,315.00			
Taxation					
Gas Tax					
OCIF					
Financing					
Development Charges	\$ 10,000.00	\$ 154,685.00			
User Fees					
Other					
Total	\$ 10,000.00	\$ 170,000.00	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
7-Dec-16					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	Highway 7 and MacLennan/Dunbar Signals				
Asset Name:		Asset ID:			
Project Category:	Roads	G.L. Acct: 01-3200-7132			
Project Department Priority:					
Project Description:	Design of Full Signals on Hwy 7 at MacLennan Street crossing.				
Project Justification:	Signal Warrants at intersection identified by MTO, however project not currently Provincially funded. Project may be fast tracked through cost share agreement with MTO. Township funding design as first step to initiate project.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases					
Sub-Contracting/Equipment Rental					
Consulting Fees	\$ 70,000.00				
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 70,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #	\$ 70,000.00				
Taxation					
Gas Tax					
OCIF					
Financing					
Development Charges					
User Fees					
Other					
Total	\$ 70,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
9-Dec-17					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	Roads Needs Study				
Asset Name:				Asset ID:	
Project Category:	Roads			G.L. Acct: 01-3200-_____	
Project Department Priority:	High				
Project Description:	Roads Needs Study and Condition Assessment				
Project Justification:	Roads Needs Study last updated in 2013. Update recommended every 3 to 5 years. Four year update recommended to capture recent road works and assist in asset management planning.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases					
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 40,000.00				
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #	\$ 40,000.00				
Taxation					
Gas Tax					
OCIF					
Financing					
Development Charges					
User Fees					
Other					
Total	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
9-Dec-16					
			Reviewed by Director of Finance		

Department: Environmental - Water and Waste Water

CORE SERVICES:

- Responsible for the supply and distribution of safe drinking water, wastewater collection systems, wastewater primary treatment facilities, pumping stations, and water storage facilities, all in accordance with Ministry of Environment Certificates of Approval, Drinking Water Works Permit and Municipal Drinking Water License requirements. This includes the administration of the Drinking Water Management Plan, mandatory monitoring, daily inspections/confirmation and calibration of process equipment, the collection/analysis of over 900 water/wastewater samples per year and the maintenance of all facility/process equipment through a comprehensive maintenance management system.
- Carry out routine maintenance of water and collection systems including water/sanitary main flushing, swabbing, water and sanitary service replacements, emergency repairs, storage inspection/cleaning, sanitary service blockage/service calls, service locates, as well as valve and hydrant programs.
- Responsible for monthly/quarterly meter readings including inspection, service and replacement of over 1,800 service connections. The inspection, sealing and remote read configuration of new water meter installations.
- Respond to resident requests and emergency situations.
- Develop, maintain and coordinate the use of the Township's water and wastewater systems computer models that are used in conjunction with design assignments, project management and infrastructure network analysis. Software licensing agreements related to Computer Maintenance Management System and SCADA alarm handling.

BUDGET HIGHLIGHTS:

There are several large growth related projects which are in various stages of design and construction in 2017. These projects include a new potable water supply well and pumphouse for Rockwood, and completion of the Alma Street Pre-treatment Plant. These projects are funded through development charges and are also reflected in the current rates through the 2015 Water and Wastewater Rate Study. The 2017 budget increase is due largely to the initiation and continuation of growth related projects to enhance system capacity as well as some minor required capital improvements.

OPERATING BUDGET:

Budget changes in the water administration operating expenses include increases in budgeted spending over 2016 amounts for hydro and wages for a new operator/trainee. Wastewater administration operating expense changes includes the addition of budgeted spending for debenture payments and increases in budgeted spending over 2016 for wages and benefits associated with a new operator/trainee. The wage and

benefit increases in both water and wastewater are to accommodate a new operator/trainee in keeping with our succession planning to accommodate impending retirements and are in keeping with the 2015 Water and Wastewater Rate Study.

CAPITAL PROJECTS:

The 2016 Water Wastewater Department capital budget includes projects totalling \$1,887,500 and \$3,164,000 respectively.

The project summary for water includes the design, approvals and construction for a new water supply pumphouse as well as a secondary watermain connection from Valley Road to Richardson Street. A funding application under the CWWF has been made for the Valley Road to Richardson Street watermain connection in order to move the project forward as it was originally scheduled as a 2019 project. Other water projects include, continued water meter replacements in both Hamilton Drive and Rockwood, replacement of the chemical feed systems in Bernardi and Cross Creek pump houses, a GUDI review of the Station Street wells and an overall SCADA system review.

The capital works for wastewater consist of three major growth related projects, namely the Alma Street pre-treatment plant, upgrading the final sanitary sewers lengths upstream of the pre-treatment plant and a joint water wastewater operations centre. Construction of these three projects was initiated in 2016 under one tender. Construction continues into 2017. The other wastewater specific capital project is a SCADA communication upgrade, an upgrade to the diesel fuel tank at Ridge Road sewage pumping station and the initiation of 2017 design work for the 2018 refurbishment of the Lou's Boulevard sewage pumping.

Township of Guelph/Eramosa
2017 Budget Summary

ENVIRONMENTAL SERVICES	2016	2017	Year over Year	
			Change	% Change
Revenue				
User Fees	\$ 2,159,585.00	\$ 2,314,433.00	\$ 154,848.00	7.17%
Taxation - Other	\$ 21,000.00	\$ 20,900.00	\$ (100.00)	-0.48%
Penalty & Interest	\$ 11,600.00	\$ 13,433.00	\$ 1,833.00	15.80%
Other (Misc)	\$ 3,200.00	\$ 3,200.00	\$ -	0.00%
Grants	\$ 15,000.00	\$ 225,922.00	\$ 210,922.00	1406.15%
Long Term Debt Financing	\$ 3,700,880.00	\$ 1,277,000.00	\$ (2,423,880.00)	-65.49%
Transfer From Reserves	\$ 438,793.00	\$ 3,765,871.00	\$ 3,327,078.00	758.23%
Transfer From Development Charges	\$ 1,592,120.00	\$ 196,186.00	\$ (1,395,934.00)	-87.68%
Total Revenue	\$ 7,942,178.00	\$ 7,816,945.00	\$ (125,233.00)	-1.58%
Expenditures				
Operating Costs	\$ 1,033,885.00	\$ 1,123,765.00	\$ 89,880.00	8.69%
Debt Charges (Principal and Interest)	\$ 43,128.00	\$ 239,314.00	\$ 196,186.00	454.89%
Salaries and Benefits	\$ 581,250.00	\$ 651,420.00	\$ 70,170.00	12.07%
Transfers To Reserves	\$ 769,415.00	\$ 775,946.00	\$ 6,531.00	0.85%
Total Expenditures	\$ 2,427,678.00	\$ 2,790,445.00	\$ 362,767.00	14.94%
Capital Costs	\$ 5,514,500.00	\$ 5,051,500.00	\$ (463,000.00)	-8.40%
Total Operating and Capital Expenditures	\$ 7,942,178.00	\$ 7,841,945.00	\$ (100,233.00)	-1.26%
Programs to be Funded Through Taxation	\$ -	\$ 25,000.00	\$ 25,000.00	

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-4???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
Fund: 01 General					
4101 Water Combined Services					
Revenue					
01-4101-3040	Penalty and Interest	-7,600.00	-13,611.81	-8,955.00	_____
01-4101-3125	Miscellaneous Revenue	-10,000.00	-20,580.27	-20,000.00	_____
01-4101-3130	Financing	-1,244,880.00	0.00	-1,277,000.00	_____
01-4101-3150	Grants	0.00	0.00	-225,922.00	_____
01-4101-3400	Tax Revenue - Frontage Charge	0.00	0.00	_____	_____
01-4101-3405	Water Meters	-5,500.00	-20,125.00	-9,000.00	_____
01-4101-3410	Meter Maintenance Charges	-226,800.00	-227,095.69	-234,885.00	_____
01-4101-3415	Water Charges - Rockwood	-648,125.00	-637,958.79	-698,032.00	_____
01-4101-3420	Water Charges - Former Guelph	-130,396.00	-165,912.43	-141,908.00	_____
01-4101-3800	Deferred Capital Financing	0.00	0.00	_____	_____
01-4101-3900	Transfer from Reserves	-246,388.00	-161,572.33	-446,466.00	_____
01-4101-3920	Transfer from Development Charge	-92,120.00	-77,143.91	_____	_____
01-4101-3990	Gain on Disposal of Tangible C	0.00	0.00	_____	_____
Total Revenue		-2,611,809.00	-1,324,000.23	-3,062,168.00	_____
Expense					
01-4101-4005	Advertising	750.00	1,189.78	1,000.00	_____
01-4101-4035	Communications	8,340.00	7,904.56	10,500.00	_____
01-4101-4042	Conservation Initiatives	1,000.00	200.00	1,000.00	_____
01-4101-4045	Debenture Payments	43,128.00	43,128.00	43,128.00	_____
01-4101-4075	Fees - Audit	2,000.00	3,140.72	2,100.00	_____
01-4101-4080	Fees - Engineering	33,000.00	39,610.96	40,000.00	_____
01-4101-4090	Fees - Legal	500.00	488.45	500.00	_____
01-4101-4110	Fleet	18,000.00	7,538.24	16,000.00	_____
01-4101-4140	Grounds Maintenance	3,000.00	2,500.00	2,500.00	_____
01-4101-4150	Heating	200.00	476.57	600.00	_____
01-4101-4160	Hydro	73,340.00	76,710.66	92,000.00	_____
01-4101-4165	Insurance	32,900.00	32,900.00	34,023.00	_____
01-4101-4200	Licenses	1,000.00	430.00	1,000.00	_____
01-4101-4210	Locates	500.00	102.50	500.00	_____
01-4101-4220	Memberships and Dues	1,200.00	1,298.70	1,500.00	_____
01-4101-4225	Meter Reading	0.00	0.00	_____	_____
01-4101-4230	Meter Repairs	1,000.00	0.00	1,000.00	_____
01-4101-4245	Contracted Services	45,000.00	31,669.38	40,000.00	_____
01-4101-4285	Postage & Shipping	12,740.00	10,029.30	14,000.00	_____
01-4101-4305	Repairs & Maint - Buildings	2,800.00	1,087.44	3,000.00	_____
01-4101-4310	Repairs & Maint - Equipment	25,000.00	27,853.94	27,000.00	_____
01-4101-4317	Repairs & Maint - Water/WW W	26,000.00	48,823.98	26,000.00	_____
01-4101-4320	Safety	3,060.00	2,512.77	3,000.00	_____
01-4101-4350	Salaries and Wages	295,000.00	307,424.93	338,000.00	_____
01-4101-4355	Salaries Benefits	92,500.00	93,534.34	101,000.00	_____
01-4101-4405	Seminars & Training	10,000.00	7,439.63	12,000.00	_____
01-4101-4415	Service Agreements	3,000.00	3,086.66	3,000.00	_____
01-4101-4430	Supplies and Services	51,500.00	41,018.16	45,000.00	_____
01-4101-4450	Telephone	4,500.00	2,595.69	4,000.00	_____
01-4101-4460	Uniforms	2,124.00	1,910.28	2,500.00	_____

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-4???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-4101-4470	Water Meter Stock	4,000.00	3,180.35	4,000.00	
01-4101-4510	Transfer to Capital Reserve	66,465.00	64,487.86	67,483.00	
01-4101-4530	Transfer to Life Cycling Res	96,015.00	98,251.00	100,450.00	
01-4101-4540	Transfers to Reserves	115,747.00	115,747.00	120,607.00	
01-4101-4590	Loss on Disposal of Tangible C	0.00	0.00		
01-4101-4595	Amortization Expense	0.00	0.00		
01-4101-4599	Indirect Costs Transfer	15,000.00	0.00	16,277.00	
Total Expense		1,090,309.00	1,078,271.85	1,174,668.00	

Total 4101 Water Combined Services	-1,521,500.00	-245,728.38	-1,887,500.00
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4120 Capital Expenditures - Water

Expense

01-4120-8001	Capital - FGT Tower Clean & D	0.00	0.00		
01-4120-8002	Capital - Swabb Water Mains	0.00	0.00		
01-4120-8005	Capital - Rockwood Water Tow	0.00	0.00		
01-4120-8006	Capital - Water/Wastewater Ra	0.00	0.00		
01-4120-8014	Capital - SCADA Upgrade	0.00	0.00		
01-4120-8017	Capital - SCADA Remote Data	21,500.00	0.00		
01-4120-8018	Capital - New Rockwood Well 2	0.00	0.00		
01-4120-8019	Capital - New Pumping Station	1,106,000.00	21,184.35		
01-4120-8020	Capital - Watermain - River Cro	0.00	0.00		
01-4120-8021	Capital - Meter Replacements F	3,000.00	836.46		
01-4120-8022	Capital - Meter Replacements F	10,000.00	14,777.46		
01-4120-8023	Capital - Well Air Scouring HD	0.00	0.00		
01-4120-8024	Capital - New Well Pump & Mot	0.00	0.00		
01-4120-8025	Capital - Asphalt Parking Area R	0.00	0.00		
01-4120-8026	Capital - New Roof Crosscreek	0.00	0.00		
01-4120-8027	Capital - Station St Gate Upgra	0.00	0.00		
01-4120-8028	Capital - Station Street Standby	151,000.00	44,990.53		
01-4120-8029	Capital - Rebuild Chlorine Boar	0.00	0.00		
01-4120-8030	Capital - Wall Mounted Tubility	0.00	0.00		
01-4120-8031	Capital - Pave Driveway at Berr	0.00	0.00		
01-4120-8032	Capital - Alarm to Raw Water a	0.00	0.00		
01-4120-8033	Capital - Chlorine Analyser for C	0.00	0.00		
01-4120-8034	Capital - High Lift Pump and Mc	0.00	0.00		
01-4120-8035	Capital - Instalation of Meg Met	0.00	0.00		
01-4120-8036	Capital - Generator Huntington	0.00	0.00		
01-4120-8037	Capital - Infrastructure Conditio	0.00	0.00		
01-4120-8038	Capital - Financial Plan Water L	0.00	0.00		
01-4120-8039	Capital - Station Street Heating	0.00	0.00		
01-4120-8040	Capital - Huntington Drive Upgr	0.00	0.00		
01-4120-8041	Capital - Operational Facility	80,000.00	10,696.03		
01-4120-8042	Capital - Pick Up Truck	29,000.00	23,040.45		
01-4120-8043	Capital - HD Standpipe Anode	65,000.00	32,568.29		
01-4120-8044	Capital - Valve Mtnce & Electric	31,000.00	22,254.95		
01-4120-8045	Capital - Station St GUDI Revie	25,000.00	222.85		
01-4120-8046	Capital - Valley Rd - Richardsor	0.00	5,983.87		
01-4120-9999	Capital	0.00	0.00	1,887,500.00	
Total Expense		1,521,500.00	176,555.24	1,887,500.00	

Total 4120 Capital Expenditures - Water	1,521,500.00	176,555.24	1,887,500.00
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4201 Rockwood

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-4???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
Revenue					
01-4201-3040	Penalty and Interest	-4,000.00	0.00	-4,478.00	
01-4201-3125	Miscellaneous Revenue	0.00	0.00		
01-4201-3130	Financing	-2,456,000.00	-3,082,000.00		
01-4201-3400	Tax Revenue - Frontage Charge	0.00	0.00		
01-4201-3450	Sewer Charges	-1,112,600.00	-1,119,469.42	-1,180,694.00	
01-4201-3800	Deferred Capital Financing	0.00	0.00		
01-4201-3900	Transfer from Reserves	-192,405.00	-166,925.00	-219,405.00	
01-4201-3920	Transfer from Development Charge	-1,500,000.00	-1,055,155.25	-3,296,186.00	
01-4201-3990	Gain on Disposal of Tangible C	0.00	0.00		
Total Revenue		-5,265,005.00	-5,423,549.67	-4,700,763.00	
Expense					
01-4201-4035	Communications	2,200.00	5,253.75	3,500.00	
01-4201-4042	Conservation Initiatives	1,000.00	100.00	1,000.00	
01-4201-4045	Debenture Payments	0.00	0.00	196,186.00	
01-4201-4080	Fees - Engineering	10,200.00	9,688.64	10,000.00	
01-4201-4090	Fees - Legal	500.00	4,428.23	500.00	
01-4201-4100	Fees - Professional - Other	0.00	0.00		
01-4201-4110	Fleet	9,000.00	3,749.84	8,000.00	
01-4201-4140	Grounds Maintenance	2,500.00	2,500.00	2,500.00	
01-4201-4150	Heating	0.00	0.00	4,700.00	
01-4201-4160	Hydro	25,000.00	25,188.59	41,000.00	
01-4201-4165	Insurance	11,131.00	11,131.00	11,511.00	
01-4201-4170	Insurance Claims	0.00	0.00		
01-4201-4200	Licenses	500.00	320.00	500.00	
01-4201-4220	Memberships and Dues	816.00	320.00	1,200.00	
01-4201-4245	Contracted Services	7,500.00	2,767.87	7,500.00	
01-4201-4305	Repairs & Maint - Building	1,725.00	1,482.16	4,000.00	
01-4201-4310	Repairs & Maint - Equipment	25,500.00	7,411.62	25,000.00	
01-4201-4317	Repairs & Maint - Water/WW IV	30,000.00	19,285.69	30,000.00	
01-4201-4320	Safety	1,530.00	449.55	1,500.00	
01-4201-4350	Salaries and Wages	147,500.00	153,712.46	163,400.00	
01-4201-4355	Salaries Benefits	46,250.00	46,767.17	49,020.00	
01-4201-4405	Seminars and Training	5,100.00	140.00	5,100.00	
01-4201-4415	Service Agreements	2,000.00	525.73	2,000.00	
01-4201-4430	Supplies and Services	18,400.00	30,774.59	40,000.00	
01-4201-4450	Telephone	2,040.00	1,193.50	2,000.00	
01-4201-4460	Uniforms	510.00	200.00	700.00	
01-4201-4475	W/W Treatment City of Guelph	436,000.00	411,095.40	463,050.00	
01-4201-4510	Transfer to Capital Reserve	110,254.00	110,254.00	110,000.00	
01-4201-4530	Transfer to Life Cycling Res	155,405.00	155,405.00	175,405.00	
01-4201-4540	Transfers to Reserves	207,665.00	207,665.00	161,987.00	
01-4201-4550	Transfer to Unfunded Capital	0.00	463,977.42		
01-4201-4590	Loss on Disposal of Tangible C	0.00	0.00		
01-4201-4595	Amortization Expense	0.00	0.00		
01-4201-4599	Indirect Costs Transfer	11,779.00	0.00	15,504.00	
Total Expense		1,272,005.00	1,675,787.21	1,536,763.00	

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-4???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
Total 4201 Rockwood		-3,993,000.00	-3,747,762.46	-3,164,000.00	
4202 Gazer Mooney					
Revenue					
01-4202-3125	Miscellaneous Revenue	-3,200.00	-3,393.11	-3,200.00	
01-4202-3450	Sewer Charges	-17,864.00	-17,863.60	-19,114.00	
01-4202-3900	Transfer from Reserves	0.00	-7,051.97		
Total Revenue		-21,064.00	-28,308.68	-22,314.00	
Expense					
01-4202-4080	Fees - Engineering	0.00	0.00		
01-4202-4090	Fees - Legal	0.00	0.00		
01-4202-4160	Hydro	3,200.00	3,393.11	3,200.00	
01-4202-4305	Repairs & Maint - Building	0.00	7,051.97		
01-4202-4310	Repairs & Maint - Equipment	0.00	0.00		
01-4202-4317	Repairs & Maint - Water/WW IV	0.00	0.00		
01-4202-4415	Service Agreements	0.00	0.00		
01-4202-4540	Transfers to Reserves	17,864.00	17,863.60	19,114.00	
Total Expense		21,064.00	28,308.68	22,314.00	
Total 4202 Gazer Mooney		0.00	0.00		
4220 Capital Expenditures - Waste Water					
Expense					
01-4220-8041	Capital - Operational Space	40,000.00	5,348.02		
01-4220-8502	Capital - Flush & Video Sewers	0.00	0.00		
01-4220-8505	Capital - Wastewater Rate Stud	0.00	0.00		
01-4220-8517	Capital - Upgrade Sewer Main F	0.00	0.00		
01-4220-8518	Capital - Valley Rd SPS Pumps	0.00	0.00		
01-4220-8519	Capital - Valley Rd SPS Sewer	0.00	0.00		
01-4220-8520	Capital - Sewer Replacement -	0.00	0.00		
01-4220-8521	Capital - Alma Street Pretreatm	3,340,000.00	3,656,707.72		
01-4220-8522	Capital - EA Sewage Treatment	0.00	0.00		
01-4220-8523	Capital - Lou's Blvd SPS Pump	0.00	0.00		
01-4220-8524	Capital - Sewer Cleaning Progr	0.00	0.00		
01-4220-8525	Capital - Recommendations Infi	0.00	0.00		
01-4220-8526	Capital - Infrastructure Conditio	0.00	0.00		
01-4220-8527	Capital - Skyway Monitoring Ste	0.00	0.00		
01-4220-8528	Capital - Alma St Trunk Sewer I	576,000.00	11,122.09		
01-4220-8529	Capital - Transmission Main Up	0.00	0.00		
01-4220-8530	Capital - Ridge Road SPS - Pur	0.00	0.00		
01-4220-8531	Capital - Pick Up Truck	13,000.00	11,520.23		
01-4220-8532	Capital - Scada Communicator	15,000.00	0.00		
01-4220-8533	Capital - SCADA Study	9,000.00	0.00		
01-4220-9999	Capital	0.00	0.00	3,164,000.00	
Total Expense		3,993,000.00	3,684,698.06	3,164,000.00	
Total 4220 Capital Expenditures - Waste Water		3,993,000.00	3,684,698.06	3,164,000.00	

4300 Garbage

Revenue

General Ledger
Revenue and Expense Working Current Budget Report
 Up To Period 1 Accounts: 01-4???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-4300-3475	Garbage User Fees	-8,000.00	-11,797.50	-10,500.00	
01-4300-3480	Composters	-300.00	-159.30	-300.00	
Total Revenue		-8,300.00	-11,956.80	-10,800.00	
Expense					
01-4300-4115	Garbage Bags	8,300.00	11,569.44	10,800.00	
Total Expense		8,300.00	11,569.44	10,800.00	
Total 4300 Garbage		0.00	-387.36		
4400 Source Water Protection					
Revenue					
01-4400-3150	Grants	-15,000.00	0.00		
01-4400-3225	Tax Rev - Septic Inspection Fee	-21,000.00	-20,950.00	-20,900.00	
01-4400-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-36,000.00	-20,950.00	-20,900.00	
Expense					
01-4400-4245	Contracted Services	0.00	0.00	25,000.00	
01-4400-4430	Supplies and Services	36,000.00	37,343.31		
01-4400-4540	Transfer to Reserves	0.00	0.00	20,900.00	
Total Expense		36,000.00	37,343.31	45,900.00	
Total 4400 Source Water Protection		0.00	16,393.31	25,000.00	

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-4???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-4101	Water Combined Services	-1,521,500.00	-245,728.38	-1,887,500.00	
01-4120	Capital Expenditures - Water	1,521,500.00	176,555.24	1,887,500.00	
01-4201	Rockwood	-3,993,000.00	-3,747,762.46	-3,164,000.00	
01-4202	Gazer Mooney	0.00	0.00		
01-4220	Capital Expenditures - Waste Water	3,993,000.00	3,684,698.06	3,164,000.00	
01-4300	Garbage	0.00	-387.36		
01-4400	Source Water Protection	0.00	16,393.31	25,000.00	
Total Revenues:		-7,942,178.00	-6,808,765.38	-7,816,945.00	
Total Expenses:		7,942,178.00	6,692,533.79	7,841,945.00	
Report Net:		0.00	-116,231.59	25,000.00	

TOWNSHIP OF GUELPH/ERAMOSA
2017
CAPITAL FORECAST

Township of Guelph/Ermosa - Water 2017 Capital Expenditures		SOURCE OF FINANCING						
	TOTAL COST	GRANTS	DEVELOPMENT CHARGES	RESERVES	REVENUE	DEBENTURE	OTHER	
Capital - New Pumping Station Rockwood 2C 01-4120-8019	\$ 1,197,000.00	\$ -				\$ 1,197,000.00		
Capital - SCADA Study (Combined Water & Wastewater) 01-4120-8017	\$ 21,500.00			\$ 21,500.00				
Capital - Watermeter Replacements Hamilton Drive 01-4120-8021	\$ 2,000.00			\$ 2,000.00				
Capital - Watermeter Replacements Rockwood 01-4120-8022	\$ 10,000.00			\$ 10,000.00				
Capital - New Operational Space (Combined Water & Wastewater) 01-4120-8041	\$ 80,000.00					\$ 80,000.00		
Capital - Station Street GUDI Review Study 01-4120-8045	\$ 25,000.00			\$ 25,000.00				
Capital - Valley Rd. Richardson St. Watermain Connection 01-4120-8046	\$ 516,000.00	\$ 225,922.00		\$ 290,078.00				
Capital - Bernardi Pumphouse replace Chemical Feed System 01-4120-8047	\$ 15,000.00			\$ 15,000.00				
Capital - Cross Creek Pump House replace Chemical Feed System 01-4120-8048	\$ 12,000.00			\$ 12,000.00				
Capital - Dump Trailer 01-4120-8049	\$ 9,000.00			\$ 9,000.00				
Total	\$ 1,887,500.00	\$ 225,922.00	\$ -	\$ 384,578.00	\$ -	\$ 1,277,000.00	\$ -	

Reserve Funding	
Hamilton Drive Capital	\$ 3,355.00
Rockwood Capital	\$ 342,223.00
RW Life Cycle	\$ 25,000.00
HD Life Cycle	\$ 14,000.00
Total Reserve Funding	\$ 384,578.00

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Water				
Project Name:	Seaton Well - New Pumping Station 2C				
Asset Name:		Asset ID:			
Project Category:		G.L. Acct: 01-4120-8019			
Project Department Priority:	High - Growth Related				
Project Description:	Design and Construction of new pumphouse for new well located at 154 Milne Place				
Project Justification:	Growth related project covered by Development Charges required to support water supply requirements driven by growth.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 970,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 130,000.00				
Geo Technical Fees					
Legal Fees					
Contingency	\$ 97,000.00				
Total	\$1,197,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #					
Taxation					
Gas Tax					
Financing	\$1,197,000.00				
Development Charges			\$ -		
User Fees					
Other					
Total	\$1,197,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
12-Dec-16					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET		
Department:	Water / Wastewater	
Project Name:	SCADA Study	
Asset Name:		G.L. Acct: 01-4120- 8017
Project Category:	Water/ Wastewater (Combined)	01-4220-8533
Project Department Priority:	High	
Project Description:	Complete SCADA review study	
Project Justification:	Necessary SCADA study to identify existing deficiencies and redundancies and to set framework for future SCADA system	

CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases					
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 30,500.00				
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 30,500.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Water Reserve	\$ 21,500.00				
Transfer from Wastewater Reserve	\$ 9,000.00				
Financing					
Development Charges		\$ -	\$ -		
User Fees					
Other					
Total	\$ 30,500.00	\$ -	\$ -	\$ -	\$ -

NET OPERATING COSTS

Estimated Completion Date:

New Operating costs per year:

Amount:

Submitted By	Department Head
12-Dec-16	
Date Prepared	Reviewed by Director of Finance

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Water				
Project Name:	Water Meter Replacements - Hamilton Drive				
Asset Name:		Asset ID: 01-4120-8021			
Project Category:	Water	G.L. Acct:			
Project Department Priority:	High				
Project Description:	Replacement of aged analog and other non functioning water meters in Hamilton Drive				
Project Justification:	Continuation of existing capital project to replace old analog meters to ensure complete and accurate billing				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 2,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve	\$ 2,000.00				
Taxation					
Gas Tax					
Financing					
Development Charges		\$ -	\$ -		
User Fees					
Other					
Total	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
12-Dec-16					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Water				
Project Name:	Water Meter Replacements - Rockwood				
Asset Name:		Asset ID: 01-4120-8022			
Project Category:	Water	G.L. Acct:			
Project Department Priority:	High				
Project Description:	Replacement of aged analog and other non functioning water meters in Rockwood				
Project Justification:	Continuation of existing capital project to replace old analog meters to ensure complete and accurate billing				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 10,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve	\$ 10,000.00				
Taxation					
Gas Tax					
Financing					
Development Charges		\$ -	\$ -		
User Fees					
Other					
Total	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
12-Dec-16					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Water/Wastewater				
Project Name:	Operations Facility - Water and Wastewater				
Asset Name:	Operations Facility - Water and Wastewater	Asset ID:			
Project Category:	Water/Wastewater	G.L. Acct: 01-4120-8041			
Project Department Priority:	High - partially Growth Related	01-4220-8041			
Project Description:	Construction of operations/office facility for water/wastewater staff including offices, showers, laundry, small garage and storage.				
Project Justification:	No existing suitable space for existing staff continent. 2017 Completion of works tendered and started in 2016.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 80,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 80,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
Taxation					
Gas Tax					
Water Financing	\$ 80,000.00				
Wastewater Financing					
Development Charges			\$ -		
User Fees					
Other					
Total	\$ 80,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date: June 2017					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
9-Dec-16					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Water				
Project Name:	Station Street GUDI Review Study				
Asset Name:		G.L. Acct: 01-4120- 8045			
Project Category:	Water				
Project Department Priority:	High				
Project Description:	Station Street GUDI Review				
Project Justification:	2016 Drinking Water License renewal has impacted sampling and testing requirements with significant potential capital implications. GUDI review study required to support changes to MOE - Study kick off awaiting ToF R from MOEECC				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2016	2019	2020	2021
Capital Purchases					
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 25,000.00				
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve	\$ 25,000.00				
Taxation					
Gas Tax					
Financing					
Development Charges		\$ -	\$ -		
User Fees					
Other					
Total	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
9-Dec-16					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET	
Department:	Water
Project Name:	Valley Road to Richardson Street Watermain
Asset Name:	Asset ID:
Project Category:	G.L. Acct: 01-4120-
Project Department Priority:	High
Project Description:	Design and Construction of watermain connection from Valley Road to Richardson Street
Project Justification:	North & South Rockwood connected by single aged watermain feed. Second connection from Valley to Richardson required to provide redundancy for fire protection and operations/maintenance activities.

CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 400,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 68,000.00				
Geo Technical Fees	\$ 8,000.00				
Legal Fees					
Contingency	\$ 40,000.00				
Total	\$ 516,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve	\$ 290,078.00				
Taxation					
Grants	\$ 225,922.00				
Financing					
Development Charges			\$ -		
User Fees					
Other					
Total	\$ 516,000.00	\$ -	\$ -	\$ -	\$ -

NET OPERATING COSTS

Estimated Completion Date: October 2017

New Operating costs per year:

Amount:

Submitted By	Department Head
9-Dec-16	
Date Prepared	Reviewed by Director of Finance

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET		
Department:	Water	
Project Name:	Bernardi Pumphouse Chemical Feed	
Asset Name:	Bernardi Pumphouse	Asset ID:
Project Category:	Water	G.L. Acct: 01-4120-
Project Department Priority:	High	
Project Description:	Replacement of Bernardi Pumphouse Chemical Feed System	
Project Justification:	Life Cycle Replacement of Chemical Feed System in Bernardi Pumphouse	

CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 15,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve	\$ 15,000.00				
Taxation					
Grants					
Financing					
Development Charges			\$ -		
User Fees					
Other					
Total	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -

NET OPERATING COSTS

Estimated Completion Date:

New Operating costs per year:

Amount:

Submitted By	Department Head
9-Dec-16	
Date Prepared	Reviewed by Director of Finance

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Water				
Project Name:	Cross Creek Pumphouse Chemical Feed				
Asset Name:	Cross Creek Pumphouse	Asset ID:			
Project Category:	Water	G.L. Acct: 01-4120-			
Project Department Priority:	High				
Project Description:	Replacement of Cross Creek Pumphouse Chemical Feed System				
Project Justification:	Life Cycle Replacement of Chemical Feed System in Cross Creek Pumphouse				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 12,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 12,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve	\$ 12,000.00				
Taxation					
Grants					
Financing					
Development Charges			\$ -		
User Fees					
Other					
Total	\$ 12,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
9-Dec-16					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET		
Department:	Water / Wastewater	
Project Name:	Dump Trailer	
Asset Name:		Asset ID:
Project Category:	Water / Wastewater (Combined)	G.L. Acct: 01-4120-
Project Department Priority:	High	
Project Description:	Purchase of small Dump Trailer	
Project Justification:	Purchase of small dump trailer for water and wastewater to assist is normal maintenance and repairs operations.	

CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 13,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 13,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Water Reserve	\$ 9,000.00				
Transfer from Wastewater Reserv	\$ 4,000.00				
Gas Tax					
Financing					
Development Charges			\$ -		
User Fees					
Other					
Total	\$ 13,000.00	\$ -	\$ -	\$ -	\$ -

NET OPERATING COSTS

Estimated Completion Date:

New Operating costs per year:

Amount:

Submitted By	Department Head
9-Dec-16	
Date Prepared	Reviewed by Director of Finance

TOWNSHIP OF GUELPH/ERAMOSA
2017
CAPITAL FORECAST

Township of Guelph/Erarnosa - Waste Water 2017 Capital Expenditures		SOURCE OF FINANCING					
	TOTAL COST	GRANTS	DEVELOPMENT CHARGES	RESERVES	REVENUE	DEBENTURE	OTHER
Capital - Alma Street Pretreatment Plant, Trunk Sewer Upgrades and New Operational Space 01-4220-8521	\$ 3,100,000.00						\$ 3,100,000.00
Capital - SCADA Study (Combined Water & Wastewater) 01-4220-8533	\$ 9,000.00			\$ 9,000.00			
Capital - SCADA Communication Upgrade 01-4120-8532	\$ 15,000.00			\$ 15,000.00			
Capital - Lou's Boulevard Sewage Pumping Station (replace pumps and piping and provide back up power) 2017 engineering for 2018 works 01-4220-8534	\$ 30,000.00			\$ 30,000.00			
Capital - Ridge Road Sewage Pumping Station (diesel tank upgrade) 01-4220-8535	\$ 6,000.00			\$ 6,000.00			
Capital - Dump Trailer 01-4220-8536	\$ 4,000.00			\$ 4,000.00			
Total	\$ 3,164,000.00	\$ -	\$ -	\$ 64,000.00	\$ -	\$ -	\$ 3,100,000.00

Reserve Funding

Life Cycle Reserves	\$ 36,000.00
Capital Reserves	\$ 28,000.00
Total Reserve Funding	\$ 64,000.00

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Wastewater				
Project Name:	Alma Street Wastewater Pretreatment Facility & Trunk Sewer Upgrades and Operational Space				
Asset Name:		Asset ID:			
Project Category:	Wastewater	G.L. Acct: 01-4220-8521			
Project Department Priority:	High - Growth Related	01-4220-8525			
Project Description:	Combined project including upgrade the to existing Alma Street Pre-treatment Plant and provide equalization storage to support growth, replacement of existing undersized sanitary sewer and construction of Water and Wastewater operations building. - Final year of multi year construction.				
Project Justification:	Growth related project covered by Development Charges required to support growth and meet City of Guelph requirements for increased discharge to the City				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$2,700,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 190,000.00				
Geo Technical Fees	\$ 10,000.00				
Legal Fees					
Contingency	\$ 200,000.00				
Total	\$3,100,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
Taxation					
Gas Tax					
Financing					
Development Charges			\$ -		
User Fees					
Other	\$3,100,000.00				
Total	\$3,100,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	June 2017				
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
12-Dec-16					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Wastewater				
Project Name:	SCADA Communication Upgrade				
Asset Name:		Asset ID: 01-4120-			
Project Category:	Wastewater	G.L. Acct:			
Project Department Priority:	High				
Project Description:	Complete Upgrade of SCADA software and required radio links for communication				
Project Justification:	Necessary SCADA upgrades for web bases access and communication links				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 15,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve	\$ 15,000.00				
Taxation					
Gas Tax					
Financing					
Development Charges		\$ -	\$ -		
User Fees					
Other					
Total	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
12-Dec-16					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET		
Department:	Wastewater	
Project Name:	Lou's Boulevard Sewage Pumpstation Upgrades	
Asset Name:	Bernardi Pumphouse	Asset ID:
Project Category:	Wastewater	G.L. Acct: 01-4220-
Project Department Priority:	High	
Project Description:	Replacement of Lou's Blvd SPS Piping, Controls and provision of Back up power	
Project Justification:	Life Cycle Replacement of Piping and Controls in Sewage Pumping Station plus potential provision for back up power. 2017 to initiate design work for 2018 construction. Projects identified in Water Wastewater Rate Study.	

CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases		\$ 350,000.00			
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 30,000.00	\$ 30,000.00			
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 30,000.00	\$ 380,000.00	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve	\$ 30,000.00	\$ 380,000.00			
Taxation					
Grants					
Financing					
Development Charges			\$ -		
User Fees					
Other					
Total	\$ 30,000.00	\$ 380,000.00	\$ -	\$ -	\$ -

NET OPERATING COSTS

Estimated Completion Date: Nov 2018

New Operating costs per year:

Amount:

Submitted By _____ Department Head _____

9-Dec-16

Date Prepared _____ Reviewed by Director of Finance _____

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

Sheet #

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET		
Department:	Wastewater	
Project Name:	Ridge Road Sewage Pumpstation Diesel Tank Upgrade	
Asset Name:	Ridge Road Sewage Pumpstation	Asset ID:
Project Category:	Wastewater	G.L. Acct: 01-4220-
Project Department Priority:	High	
Project Description:	Upgrade Diesel Fuel Tank at SPS	
Project Justification:	Upgrade to Diesel Fuel Tank used for back up power required to meet newer safety requirements.	

CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 6,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve	\$ 6,000.00				
Taxation					
Grants					
Financing					
Development Charges			\$ -		
User Fees					
Other					
Total	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -

NET OPERATING COSTS

Estimated Completion Date:

New Operating costs per year:

Amount:

Submitted By	Department Head
9-Dec-16	
Date Prepared	Reviewed by Director of Finance

NEW STAFF JUSTIFICATION MEMO

Department:	Environmental Services	Division:	Water/Wastewater
New Position Title:	OIT/Operator	Number of Positions:	one (1)
Status:	Permanent Full Time	Requested Hire Date	May 2017

COST OF HIRING

(Please obtain salary and benefit costs from Human Resources in order to ensure consistency of data for all departments)

OPERATING BUDGET COSTS

<u>Annual Costs</u>				<u>Partial Year Costs</u>			
Costs	Amount	X #	Total	Costs	Amount	X #	Total
Annual Salary:	\$65,000.00	1	\$65,000.00	Partial Year Salary:			\$ -
Annual Benefit Costs:	<u>\$18,850.00</u>	1	\$18,850.00	Partial Benefit Costs:			\$ -
Total	<u>\$83,850.00</u>		<u>\$83,850.00</u>	Total	<u>\$ -</u>		<u>\$ -</u>

Other Operating Costs:	Amount	G/L#	Total
Uniforms/Clothing Allowance:	\$ 500.00		
Work Boots:	\$ 200.00		
Safety Equipment:			
Cell Phone/Radio:	\$ 300.00		
Association Dues:			
Advertising:			
Licences:	\$ 200.00		
Training:	<u>\$2,000.00</u>		
Total Operating Costs:	<u>\$3,200.00</u>		<u>\$3,200.00</u>

CAPITAL BUDGET COSTS

Capital Budget Costs:	Amount	Department	Capital Project Sheet#	Total
Vehicle:				
Renovations:				
Computer:	\$1,000.00			
Workstation:	\$1,500.00			
Other: (Specify)				
Telephone, telephone jack & network drop	<u>\$ 600.00</u>			
Total Capital Costs:	<u>\$3,100.00</u>			<u>\$3,100.00</u>

TOTAL COSTS:				\$90,150.00
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NEW STAFF JUSTIFICATION MEMO

FUNDING SOURCE:

(If this request is outside budget process, indicate where funds will come from to cover costs of position.

If you are submitting for new budget consideration, indicate "NEW POSITION FOR BUDGET CONSIDERATION".

If you require more space, please use a separate sheet).

NEW Position for Budget Consideration to be funded through Water and Wastewater user rates

JUSTIFICATION FOR NEW POSITION:

(Indicate what work the new position will take on; why this work requires a new position and what will be the consequences if the new position is not hired).

If you require more space, please use a separate sheet.

The primary justification for the the new position is succession planning. The Water and Wastewater Division currently operates two water systems and one sanitary collection/pre-treatment system with four licenced operators. This includes 24 hour on-call and Saturday and Sunday checks of all systems. Two of the current operators (including the ORO) have indicated retirement in approximately 3 years. There is therefore a need to bring on new staff to learn system and utilize existing corporate memory before existing staff actually retire. This position will allow for sufficient training in advance of first operator retirement. Funding for this position was accounted for in the 2015 Water and Wastewater Rate Study. As a result, this position will impact existing rates. ORO replacement to be addressed through subsequent budgets.

DEPARTMENT: Parks and Recreation

CORE SERVICES:

- Encourage involvement in recreation, healthy active living and sport and cultural pursuits that supports the well being of individuals, strengthens communities and encourages volunteer engagement and participation for all ages.
- Provide programs and leisure services such as fitness, sports, and older adult programming, in collaboration with individuals, groups and partners.
- Schedule and administer the use of all recreational facilities including RDAPC, sports fields, outdoor ice rinks, community halls, splash pad, community parks and cemeteries.
- Plan, develop, maintain and operate parks and open spaces.
- Promote departmental and community programs, services and related information, including the design and distribution of the Community Guide.
- Administer Parks & Recreation related leases and agreements.
- Work with developers and planners to plan and design neighbourhood and community parks and related amenities.
- Coordinate all maintenance and services of Township owned buildings.

OPERATING BUDGET:

The year over year operating budget for Parks and Recreation has been maintained to a minimal increase with the exception of the following accounts provided with detailed explanation.

Rockmosa Community Centre: There is a significant reduction in revenue for the Rockmosa Community Centre as a result of the loss of rental income from the Daycare lease in the basement space.

Salaries and Wages & Salaries Benefits: An increase in both of these lines throughout the P&R budget reflects an increase in hours for Active 55+ Community Programs instructors; staff merit increase, a 1.5% wage adjustment and extended hours at the Royal Distributing Athletic Performance Centre.

CAPITAL BUDGET: There is a proposed total of \$1,479,640.00 in Capital work to be completed in 2017 in the Parks and Recreation Department. Capital highlights include the development of parkland and the construction of a skateboard park at Rockmosa Park. Detailed capital sheets are included in the budget package.

Township of Guelph/Eramosa
2017 Budget Summary

PARKS AND RECREATION	2016	2017	Year over Year	
			Change	% Change
Revenue				
User Fees	\$ 626,904.00	\$ 591,348.00	\$ (35,556.00)	-5.67%
Other (Misc)	\$ 78,942.00	\$ 13,750.00	\$ (65,192.00)	-82.58%
Grants	\$ 234,252.00	\$ 181,147.00	\$ (53,105.00)	-22.67%
Transfer From Reserves	\$ 260,916.00	\$ 277,420.00	\$ 16,504.00	6.33%
Transfer From Development Charges	\$ 794,430.00	\$ 1,055,390.00	\$ 260,960.00	32.85%
Total Revenue	\$ 1,995,444.00	\$ 2,119,055.00	\$ 123,611.00	6.19%
Expenditures				
Operating Costs	\$ 534,796.00	\$ 502,049.00	\$ (32,747.00)	-6.12%
Debt Charges (Principal and Interest)	\$ 193,384.00	\$ 194,262.00	\$ 878.00	0.45%
Salaries and Benefits	\$ 825,227.00	\$ 846,402.00	\$ 21,175.00	2.57%
Transfers To Reserves	\$ 140,650.00	\$ 143,500.00	\$ 2,850.00	2.03%
Total Expenditures	\$ 1,694,057.00	\$ 1,686,213.00	\$ (7,844.00)	-0.46%
Capital Expenditures	\$ 1,247,500.00	\$ 1,452,360.00	\$ 204,860.00	16.42%
Total Operating and Capital Expenditures	\$ 2,941,557.00	\$ 3,138,573.00	\$ 197,016.00	6.70%
Programs to be Funded Through Taxation	\$ 946,113.00	\$ 1,019,518.00	\$ 73,405.00	7.76%

General Ledger
Revenue and Expense Working Current Budget Report
 Up To Period 1 Accounts: 01-6???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
Fund: 01 General					
6101 Rockwood Town Hall					
Revenue					
01-6101-3150	Grants	0.00	0.00		
01-6101-3600	Rental Income	-17,257.00	-18,841.74	-17,550.00	
01-6101-3900	Transfer from Reserves	0.00	0.00	-22,000.00	
Total Revenue		-17,257.00	-18,841.74	-39,550.00	
Expense					
01-6101-4090	Fees - Legal	0.00	0.00		
01-6101-4150	Heating	0.00	0.00		
01-6101-4160	Hydro	0.00	0.00		
01-6101-4165	Insurance	647.00	647.00	669.00	
01-6101-4305	Repairs & Maint - Building	6,500.00	4,950.39	2,650.00	
01-6101-4310	Repairs & Maint - Equipment	650.00	0.00		
01-6101-4410	Security Monitoring	497.00	468.00	497.00	
01-6101-4430	Supplies and Services	550.00	532.59	550.00	
01-6101-4450	Telephone	0.00	0.00		
01-6101-4540	Transfers to Reserves	4,200.00	4,200.00	5,000.00	
Total Expense		13,044.00	10,797.98	9,366.00	
Total 6101 Rockwood Town Hall		-4,213.00	-8,043.76	-30,184.00	
6103 Rockmosa					
Revenue					
01-6103-3125	Miscellaneous Revenue	0.00	-2,519.75		
01-6103-3150	Grants	0.00	0.00		
01-6103-3600	Rental Income	-42,000.00	-30,786.57	-20,000.00	
01-6103-3640	Programming	-16,500.00	-14,438.26	-16,800.00	
01-6103-3900	Transfer from Reserves	-22,000.00	-22,000.00	-17,000.00	
Total Revenue		-80,500.00	-69,744.58	-53,800.00	
Expense					
01-6103-4005	Advertising	3,500.00	2,017.80	3,000.00	
01-6103-4030	Cleaning	10,000.00	10,622.00	11,000.00	
01-6103-4035	Communications	1,600.00	1,500.01	1,600.00	
01-6103-4120	Garbage Collection	0.00	0.00		
01-6103-4150	Heating	5,500.00	3,778.74	5,500.00	
01-6103-4160	Hydro	11,500.00	9,754.85	11,000.00	
01-6103-4165	Insurance	2,742.00	2,742.00	2,836.00	
01-6103-4175	Lease Payments	0.00	0.00		
01-6103-4300	Property Taxes	0.00	0.00		
01-6103-4305	Repairs & Maint - Building	10,000.00	13,055.08	10,000.00	
01-6103-4310	Repairs & Maint - Equipment	3,600.00	3,926.99	3,600.00	
01-6103-4350	Salaries and Wages	11,422.00	1,370.37	13,018.00	
01-6103-4355	Salaries Benefits	1,190.00	104.33	1,190.00	
01-6103-4410	Security Monitoring	497.00	468.00	497.00	
01-6103-4430	Supplies and Services	10,000.00	10,301.52	10,000.00	
01-6103-4450	Telephone	0.00	0.44		

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-6???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-6103-4463	Utilities	1,000.00	991.62	1,000.00	_____
01-6103-4540	Transfers to Reserves	22,500.00	22,500.00	22,500.00	_____
Total Expense		95,051.00	83,133.75	96,741.00	_____
Total 6103 Rockmosa		14,551.00	13,389.17	42,941.00	_____
6104 Eden Mills Community Centre					
Expense					
01-6104-4090	Fees - Legal	0.00	0.00		_____
01-6104-4165	Insurance	720.00	720.00	745.00	_____
01-6104-4310	Repairs & Maint - Equipment	0.00	0.00		_____
01-6104-4485	Weekly Water Sampling	0.00	0.00		_____
Total Expense		720.00	720.00	745.00	_____
Total 6104 Eden Mills Community Centre		720.00	720.00	745.00	_____
6105 Marden Community Centre					
Revenue					
01-6105-3125	Miscellaneous Revenue	0.00	-684.50		_____
01-6105-3600	Rental Income	-14,566.00	-17,131.55	-15,000.00	_____
01-6105-3640	Programming	-3,600.00	0.00		_____
01-6105-3900	Transfer From Reserves	0.00	0.00	-13,500.00	_____
Total Revenue		-18,166.00	-17,816.05	-28,500.00	_____
Expense					
01-6105-4005	Advertising	2,550.00	2,017.80	2,000.00	_____
01-6105-4030	Cleaning	2,856.00	3,051.76	2,856.00	_____
01-6105-4045	Debenture Payments	0.00	0.00		_____
01-6105-4150	Heating	2,000.00	1,509.28	2,000.00	_____
01-6105-4160	Hydro	4,400.00	4,732.62	4,400.00	_____
01-6105-4165	Insurance	1,350.00	1,350.00	1,396.00	_____
01-6105-4305	Repairs & Maint - Building	2,500.00	2,470.14	2,500.00	_____
01-6105-4310	Repairs & Maint - Equipment	520.00	0.00	520.00	_____
01-6105-4350	Salaries and Wages	1,904.00	0.00		_____
01-6105-4355	Salaries Benefits	190.00	0.00		_____
01-6105-4410	Security Monitoring	497.00	468.00	497.00	_____
01-6105-4430	Supplies and Services	3,200.00	3,922.64	3,200.00	_____
01-6105-4485	Weekly Water Sampling	552.00	320.40	552.00	_____
01-6105-4540	Transfers to Reserves	3,300.00	3,300.00	5,000.00	_____
Total Expense		25,819.00	23,142.64	24,921.00	_____
Total 6105 Marden Community Centre		7,653.00	5,326.59	-3,579.00	_____
6106 Marden Park House					
Revenue					
01-6106-3600	Rental Income	-22,800.00	-21,005.00	-22,800.00	_____
01-6106-3900	Transfer From Reserves	0.00	0.00		_____

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-6???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
Total Revenue		-22,800.00	-21,005.00	-22,800.00	
Expense					
01-6106-4090	Fees - Legal	0.00	0.00		
01-6106-4165	Insurance	869.00	869.00	899.00	
01-6106-4300	Property Taxes	5,902.00	5,970.83	6,197.00	
01-6106-4305	Repairs & Maint - Building	8,500.00	8,112.39	4,000.00	
01-6106-4430	Supplies and Services	0.00	98.76		
01-6106-4485	Weekly Water Sampling	562.00	158.00	562.00	
01-6106-4540	Transfers to Reserves	3,800.00	3,800.00	5,000.00	
Total Expense		19,633.00	19,008.98	16,658.00	
Total 6106 Marden Park House		-3,167.00	-1,996.02	-6,142.00	
6108 Rockwood Library/Older Adult Centre					
Revenue					
01-6108-3150	Grant	0.00	0.00		
01-6108-3600	Rental Income	-69,770.00	-87,744.91	-71,528.00	
01-6108-3900	Transfer from Reserves	0.00	0.00		
01-6108-3920	Transfer From Development Ch	0.00	0.00		
Total Revenue		-69,770.00	-87,744.91	-71,528.00	
Expense					
01-6108-4030	Cleaning	0.00	0.00		
01-6108-4035	Communications	1,500.00	1,602.92	1,500.00	
01-6108-4045	Debenture Payment	33,855.00	33,854.86	33,222.00	
01-6108-4150	Heating	2,900.00	1,988.50	2,900.00	
01-6108-4160	Hydro	8,000.00	8,432.34	8,500.00	
01-6108-4165	Insurance	2,077.00	2,077.00	2,148.00	
01-6108-4220	Memberships and Dues	0.00	0.00		
01-6108-4235	Mileage	0.00	0.00		
01-6108-4305	Repairs & Maint - Building	3,000.00	2,420.71	3,000.00	
01-6108-4310	Repairs & Maint - Equipment	550.00	348.52	550.00	
01-6108-4350	Salaries and Wages	0.00	0.00		
01-6108-4355	Salaries Benefits	0.00	0.00		
01-6108-4405	Seminars and Training	0.00	0.00		
01-6108-4410	Security Monitoring	500.00	557.88	500.00	
01-6108-4430	Supplies and Services	2,000.00	1,892.36	2,000.00	
01-6108-4450	Telephone	0.00	0.00		
01-6108-4463	Utilities	1,000.00	742.95	1,000.00	
01-6108-4540	Transfers to Reserves	5,300.00	5,300.00	6,000.00	
Total Expense		60,682.00	59,218.04	61,320.00	
Total 6108 Rockwood Library/Older Adult Centre		-9,088.00	-28,526.87	-10,208.00	
6109 Church St Property					
Revenue					
01-6109-3600	Rental Income	0.00	0.00		

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-6???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
Total Revenue		0.00	0.00		
Expense					
01-6109-4090	Fees - Legal	0.00	0.00		
01-6109-4165	Insurance	141.00	141.00		
01-6109-4300	Property Taxes	0.00	0.00		
01-6109-4305	Repairs & Maint - Building	0.00	358.80		
01-6109-4540	Transfers to Reserves	0.00	0.00		
Total Expense		141.00	499.80		
Total 6109 Church St Property		141.00	499.80		
6120 Capital Expenditures - P & R Buildings					
Expense					
01-6120-9034	Capital - Townhall Roof and Co	0.00	0.00		
01-6120-9035	Capital - Auxillary Power Rockn	0.00	0.00		
01-6120-9036	Capital - FWIO Exterior Building	0.00	0.00		
01-6120-9037	Capital - Rockwood Library Exp	0.00	0.00		
01-6120-9038	Capital - Rockmosa Womens V	0.00	0.00		
01-6120-9039	Capital - Town Hall Stain Exteri	0.00	0.00		
01-6120-9040	Capital - Active 55+ Centre Rer	0.00	0.00		
01-6120-9041	Capital - FWIO Interior Renovat	0.00	0.00		
01-6120-9042	Capital - Rockwood Library Ena	0.00	0.00		
01-6120-9043	Capital - Marden House - AC U	0.00	0.00		
01-6120-9044	Capital - Townhall Upgrades	0.00	0.00		
01-6120-9045	Capital - Rockmosa Main Hall F	22,000.00	21,986.42		
01-6120-9999	Capital	0.00	0.00	52,500.00	
Total Expense		22,000.00	21,986.42	52,500.00	
Total 6120 Capital Expenditures - P & R Buildings		22,000.00	21,986.42	52,500.00	
6250 General Parks					
Revenue					
01-6250-3125	Miscellaneous Revenue	-12,500.00	-174,024.46	-13,750.00	
01-6250-3130	Financing	0.00	0.00		
01-6250-3150	Grants	-24,252.00	-21,281.00	-4,597.00	
01-6250-3500	Donation Revenue	0.00	-2,000.00		
01-6250-3640	Programing	-15,000.00	-7,556.47		
01-6250-3900	Transfer from Reserves	-152,788.00	-117,126.73	-45,000.00	
01-6250-3920	Transfer From Development Ct	0.00	0.00		
01-6250-3925	Transfer From Chapel Trust	0.00	0.00		
01-6250-3990	Gain on Disposal of Tangible C	0.00	0.00		
Total Revenue		-204,540.00	-321,988.66	-63,347.00	
Expense					
01-6250-4005	Advertising	10,700.00	9,460.81	5,000.00	
01-6250-4035	Communications	9,500.00	8,205.08	8,000.00	
01-6250-4040	Computer Support	3,500.00	2,478.85	6,000.00	
01-6250-4070	Equipment Rental	2,800.00	2,683.64	3,000.00	
01-6250-4090	Fees - Legal	1,000.00	889.69	1,000.00	

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-6???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-6250-4100	Fees - Professional	2,550.00	461.96	2,550.00	
01-6250-4110	Fleet	14,000.00	21,941.81	14,000.00	
01-6250-4120	Garbage Collection	9,000.00	10,591.03	11,000.00	
01-6250-4160	Hydro	0.00	0.00		
01-6250-4165	Insurance	24,365.00	26,823.15	25,343.00	
01-6250-4175	Lease Payments	2,900.00	2,750.00	2,900.00	
01-6250-4220	Memberships and Dues	1,020.00	896.00	1,020.00	
01-6250-4235	Mileage	1,600.00	1,068.17	1,600.00	
01-6250-4250	Office Equipment	3,000.00	3,346.24	3,500.00	
01-6250-4270	Plant Materials/Tree Planting	6,000.00	4,070.56	6,000.00	
01-6250-4287	Programming	37,368.00	19,845.05	15,000.00	
01-6250-4305	Repairs & Maint - Building	0.00	0.00		
01-6250-4310	Repairs & Maint - Equipment	14,500.00	13,940.93	15,000.00	
01-6250-4315	Repairs & Maint - Playground E	8,000.00	5,287.50	7,500.00	
01-6250-4350	Salaries and Wages	509,176.00	521,613.44	536,950.00	
01-6250-4355	Salaries Benefits	142,569.00	141,844.78	145,842.00	
01-6250-4405	Seminars and Training	11,640.00	8,869.48	9,000.00	
01-6250-4430	Supplies and Services	20,000.00	19,282.14	20,000.00	
01-6250-4450	Telephone	165.00	60.27	165.00	
01-6250-4455	Tree Cutting	7,000.00	6,912.04	7,000.00	
01-6250-4460	Uniforms	3,500.00	3,488.17	3,500.00	
01-6250-4465	Vehicle Gas & Oil	22,000.00	20,580.01	21,000.00	
01-6250-4490	Winter Maintenance	2,601.00	0.00	2,601.00	
01-6250-4510	Transfer to Capital Reserve	15,000.00	15,000.00	20,000.00	
01-6250-4540	Transfers to Reserves	66,550.00	208,537.21	60,000.00	
01-6250-4590	Loss on Disposal of Tangible C	0.00	0.00		
01-6250-4595	Amortization Expense	0.00	0.00		
01-6250-4599	Indirect Cost Transfer	0.00	0.00		
Total Expense		952,004.00	1,080,928.01	954,471.00	
Total 6250 General Parks		747,464.00	758,939.35	891,124.00	
6252 Lloyd Dyer Park					
Revenue					
01-6252-3600	Rental Income	0.00	0.00		
01-6252-3610	Ball Diamond Rental	-3,000.00	-1,884.19	-3,060.00	
01-6252-3900	Transfer From Reserves	0.00	0.00		
Total Revenue		-3,000.00	-1,884.19	-3,060.00	
Expense					
01-6252-4035	Communications	1,050.00	550.36	1,071.00	
01-6252-4150	Heating	900.00	524.32	800.00	
01-6252-4160	Hydro	1,800.00	1,407.87	1,700.00	
01-6252-4300	Property Taxes	0.00	0.00		
01-6252-4305	Repairs & Maint - Building	4,900.00	1,252.28	4,000.00	
01-6252-4310	Repairs & Maint - Equipment	0.00	0.00		
01-6252-4315	Repairs & Maint - Playground E	500.00	0.00	510.00	
01-6252-4410	Security Monitoring	497.00	476.28	507.00	
01-6252-4430	Supplies and Services	4,500.00	3,461.58	4,000.00	
01-6252-4450	Telephone	0.00	49.88		

General Ledger
Revenue and Expense Working Current Budget Report
 Up To Period 1 Accounts: 01-6???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
Total Expense		14,147.00	7,722.57	12,588.00	
Total 6252 Lloyd Dyer Park		11,147.00	5,838.38	9,528.00	
6253 Rockmosa Park					
Revenue					
01-6253-3150	Grants	-210,000.00	0.00	-176,550.00	
01-6253-3500	Donation Revenue	-66,442.00	-11,669.05		
01-6253-3605	Soccer Field Rentals	-6,000.00	-3,742.64	-6,120.00	
01-6253-3610	Ball Diamond Rental	-1,500.00	-4,137.96	-1,530.00	
01-6253-3900	Transfer from Reserves	-86,128.00	0.00	-179,920.00	
01-6253-3920	Transfer From Development Ct	-729,430.00	-70,233.61	-990,390.00	
Total Revenue		-1,099,500.00	-89,783.26	-1,354,510.00	
Expense					
01-6253-4160	Hydro	3,100.00	3,486.44	3,600.00	
01-6253-4305	Repairs & Maint - Building	2,000.00	443.93	2,000.00	
01-6253-4310	Repairs & Maint - Equipment	0.00	0.00		
01-6253-4315	Repairs & Maint - Playground E	1,500.00	449.70	1,500.00	
01-6253-4316	Repairs and Maintenance - Splk	8,000.00	8,959.20	10,000.00	
01-6253-4430	Supplies and Services	6,500.00	6,743.54	6,500.00	
Total Expense		21,100.00	20,082.81	23,600.00	
Total 6253 Rockmosa Park		-1,078,400.00	-69,700.45	-1,330,910.00	
6256 Eden Mills Park					
Revenue					
01-6256-3605	Soccer Field Rental	-1,020.00	-1,267.50	-1,040.00	
01-6256-3610	Ball Diamond Rentals	0.00	0.00		
01-6256-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-1,020.00	-1,267.50	-1,040.00	
Expense					
01-6256-4090	Fees - Legal	0.00	0.00		
01-6256-4160	Hydro	1,150.00	1,197.82	1,150.00	
01-6256-4165	Insurance	0.00	0.00		
01-6256-4305	Repairs & Maint - Building	0.00	0.00		
01-6256-4315	Repairs & Maint - Playground E	600.00	0.00	600.00	
01-6256-4430	Supplies and Services	5,200.00	3,515.33	3,000.00	
01-6256-4450	Telephone	0.00	0.00		
01-6256-4485	Weekly Water Sampling	0.00	0.00		
Total Expense		6,950.00	4,713.15	4,750.00	
Total 6256 Eden Mills Park		5,930.00	3,445.65	3,710.00	
6257 Marden Park/RDAPC					
Revenue					

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-6???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-6257-3125	Miscellaneous Revenue	-2,500.00	-4,804.76	-4,000.00	
01-6257-3500	Donation Revenue	0.00	-3,000.00		
01-6257-3600	Rental Income	-321,000.00	-311,657.80	-320,000.00	
01-6257-3610	Ball Diamond Rentals	-5,100.00	-7,430.81	-7,000.00	
01-6257-3615	Pavillion Rental	-4,500.00	-3,238.94	-3,500.00	
01-6257-3620	Outdoor Field Rental Income	-13,500.00	-14,642.82	-14,000.00	
01-6257-3625	Office Rental Income	-6,291.00	-6,440.04	-6,420.00	
01-6257-3630	Track Revenue	-36,000.00	-38,116.59	-36,000.00	
01-6257-3640	Programming	-25,000.00	-28,549.53	-25,000.00	
01-6257-3900	Transfer from Reserves	0.00	0.00		
01-6257-3910	Transfer from Park in Lieu	0.00	0.00		
01-6257-3920	Transfer from Development Ch:	-65,000.00	-65,000.00	-65,000.00	
Total Revenue		-478,891.00	-482,881.29	-480,920.00	
Expense					
01-6257-4005	Advertising	5,500.00	2,368.58	4,500.00	
01-6257-4035	Communications	3,400.00	2,124.75	3,400.00	
01-6257-4045	Debenture Payments	159,529.00	159,528.50	161,040.00	
01-6257-4090	Fees - Legal	0.00	0.00		
01-6257-4120	Garbage Collection	0.00	0.00		
01-6257-4150	Heating	9,500.00	5,743.56	9,500.00	
01-6257-4160	Hydro	59,000.00	66,761.58	65,000.00	
01-6257-4165	Insurance	19,040.00	19,040.00	19,690.00	
01-6257-4305	Repairs & Maint - Building	14,000.00	14,566.58	10,000.00	
01-6257-4310	Repairs & Maint - Equipment	1,000.00	1,835.89	1,000.00	
01-6257-4315	Repairs & Maint - Playground E	500.00	0.00	500.00	
01-6257-4350	Salaries and Wages	130,455.00	117,112.97	120,000.00	
01-6257-4355	Salaries Benefits	28,321.00	27,946.65	29,402.00	
01-6257-4410	Security Monitoring	497.00	468.00	497.00	
01-6257-4430	Supplies and Services	19,000.00	21,875.15	21,500.00	
01-6257-4431	Supplies - Vending	0.00	0.00		
01-6257-4450	Telephone	0.00	11.60		
01-6257-4475	W/W Treatment	8,400.00	7,106.01	8,400.00	
01-6257-4485	Weekly Water Sampling	6,624.00	1,024.40	6,624.00	
01-6257-4540	Transfer to Reserves	20,000.00	20,000.00	20,000.00	
Total Expense		484,766.00	467,514.22	481,053.00	
Total 6257 Marden Park/RDAPC		5,875.00	-15,367.07	133.00	

6299 Capital Expenditures - P & R Parks

Expense					
01-6299-9403	Capital - Cemetery Supplies & I	25,000.00	25,137.59		
01-6299-9408	Capital - Molocks	0.00	0.00		
01-6299-9410	Capital - P & R Master Plan	0.00	0.00		
01-6299-9423	Capital - Marden Park Sport Fie	10,000.00	12,550.00		
01-6299-9456	Capital - Slit Seeder	0.00	0.00		
01-6299-9457	Capital - Lloyd Dyer Back Stop	0.00	0.00		
01-6299-9458	Capital - Playground Equipmen	0.00	0.00		
01-6299-9459	Capital - Playground Equipmen	0.00	0.00		
01-6299-9460	Capital - Park Signage	0.00	0.00		
01-6299-9461	Capital - Cenotaph Wreath Hol	0.00	0.00		

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-6???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-6299-9462	Capital - Rockwood Cemetery E	0.00	0.00		
01-6299-9463	Capital - One Ton Plow Truck	0.00	0.00		
01-6299-9464	Capital - Backstop at Marden B	0.00	0.00		
01-6299-9465	Capital - Acquisition of Parklan	0.00	0.00		
01-6299-9466	Capital - Tractor	0.00	0.00		
01-6299-9467	Capital - Park Development Rid	0.00	0.00		
01-6299-9468	Capital - Rockmosa Park Maste	0.00	0.00		
01-6299-9469	Capital - Marden Park Play Stru	0.00	0.00		
01-6299-9470	Capital - Citywide Works Applic	0.00	0.00		
01-6299-9471	Capital - Tilt & Load Flatbed Tr	12,000.00	10,266.16		
01-6299-9472	Capital - Turf Roller	5,000.00	3,295.00		
01-6299-9473	Capital - 1 Tonne Pick-up with F	65,000.00	64,719.97		
01-6299-9474	Capital - Rockwood Banners	4,500.00	3,496.00		
01-6299-9475	Capital - Cement Walk Marden	8,000.00	4,914.67		
01-6299-9476	Capital - Walk Behind Painter	4,000.00	3,645.00		
01-6299-9477	Capital - Rockmosa Park Devel	742,000.00	102,089.39		
01-6299-9478	Capital - Skate Park Design	350,000.00	14,170.00		
01-6299-9998	Capital - Special Events	0.00	0.00	8,000.00	
01-6299-9999	Capital	0.00	0.00	1,391,860.00	
Total Expense		1,225,500.00	244,283.78	1,399,860.00	
Total 6299 Capital Expenditures - P & R Parks		1,225,500.00	244,283.78	1,399,860.00	

General Ledger
Revenue and Expense Working Current Budget Report
 Up To Period 1 Accounts: 01-6???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-6101	Rockwood Town Hall	-4,213.00	-8,043.76	-30,184.00	
01-6103	Rockmosa	14,551.00	13,389.17	42,941.00	
01-6104	Eden Mills Community Centre	720.00	720.00	745.00	
01-6105	Marden Community Centre	7,653.00	5,326.59	-3,579.00	
01-6106	Marden Park House	-3,167.00	-1,996.02	-6,142.00	
01-6108	Rockwood Library/Older Adult Centre	-9,088.00	-28,526.87	-10,208.00	
01-6109	Church St Property	141.00	499.80		
01-6120	Capital Expenditures - P & R Buildings	22,000.00	21,986.42	52,500.00	
01-6250	General Parks	747,464.00	758,939.35	891,124.00	
01-6252	Lloyd Dyer Park	11,147.00	5,838.38	9,528.00	
01-6253	Rockmosa Park	-1,078,400.00	-69,700.45	-1,330,910.00	
01-6256	Eden Mills Park	5,930.00	3,445.65	3,710.00	
01-6257	Marden Park/RDAPC	5,875.00	-15,367.07	133.00	
01-6299	Capital Expenditures - P & R Parks	1,225,500.00	244,283.78	1,399,860.00	
Total Revenues:		-1,995,444.00	-1,112,957.18	-2,119,055.00	
Total Expenses:		2,941,557.00	2,043,752.15	3,138,573.00	
Report Net:		946,113.00	930,794.97	1,019,518.00	

TOWNSHIP OF GUELPH/ERAMOSA
2017 Capital Forecast

Township of Guelph/Ermosa - 2017 Capital Expenditures		SOURCE OF FINANCING							
		TOTAL COST	GRANTS	DEVELOPMENT CHARGES	RESERVES	REVENUE	Other	Details	
Parks and Recreation									
Buildings									
Rockmosa Basement Upgrades	01-6120-9046	\$ 17,000.00			\$ 17,000.00				
Town Hall Crawl Space Upgrades	01-6120-9044	\$ 22,000.00			\$ 22,000.00				
Marden CC Soffit and Fascia	01-6120-9047	\$ 8,500.00			\$ 8,500.00				
Marden CC Sound Dampening	01-6120-9048	\$ 5,000.00			\$ 5,000.00				
Total Capital - Buildings		\$ 52,500.00	\$ -	\$ -	\$ 52,500.00	\$ -	\$ -	\$ -	\$ -
General Parks and Recreation									
Splash Pad Refurbishment	01-6299-9479	\$ 20,000.00			\$ 20,000.00				
Unit #100 Vehicle Replacement	01-6299-9480	\$35,000.00			\$ 35,000.00				
Rockmosa Park Development	01-6299-9477	\$ 1,005,010.00	\$ 60,000.00	\$ 945,010.00					
Lighting Decommission at Memorial Park	01-6299-9481	\$10,000.00			\$10,000.00				
Skate Park Design-Build	01-6299-9478	\$ 321,850.00	\$116,550.00	\$ 45,380.00	\$159,920.00				
Total Capital - Parks		\$ 1,391,860.00	\$ 176,550.00	\$ 990,390.00	\$ 224,920.00	\$ -	\$ -	\$ -	\$ -
Other - Special Events									
Canada 150 Celebration	01-6299-9998	\$ 8,000.00	\$ -		\$ 8,000.00				
Total		\$ 1,452,360.00	\$ 176,550.00	\$ 990,390.00	\$ 277,420.00	\$ 8,000.00	\$ 8,000.00	\$ -	\$ -

TOWNSHIP OF GUELPH/IERAMOSA
2017 Capital Forecast

Funding	
Building Reserve	\$ 52,500.00
General Parks	\$ 27,900.00
Equipment Reserve	\$ 35,000.00
Eden Mills Reserve fund	\$ 2,100.00
Hydro Fund	\$ 124,100.00
Lot Levies	\$ 11,920.00
PIL Of Parkland	\$ 23,900.00
Development Charges	\$ 990,390.00
General Revenue	\$ 8,000.00
Grant Funding	\$ 176,550.00
Total Capital Funding	<u>\$ 1,452,360.00</u>

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

PROJECT DETAIL					
Department:	Parks and Recreation				
Project Name:	Rockmosa Basement Upgrades				
Project Department Priority:	Maintenance				
Project Description:	This project will include washroom upgrades, painting, the construction of bulk heads around duct work and lighting upgrades				
Project Justification:	The renovation of this space will improve the prospects of a paying tenant				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 17,000.00				
Sub-Contracting					
Consulting Fees					
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 17,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #					
Building Reserves	\$ 17,000.00				
Taxation					
Other					
Total	\$ 17,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	2017				
New Operating costs per year:	0				
Amount:					
Submitted By _____			Department Head _____		
Date Prepared _____			Reviewed by Director of Finance _____		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

PROJECT DETAIL					
Department:	Parks and Recreation				
Project Name:	Town Hall Crawl space upgrades				
Project Department Priority:	Preventative maintenance				
Project Description:	Correction of exterior drainage issues, installation of poly barrier over dirt crawl space, conditioning of air				
Project Justification:	This project will reduce the buildings humidity levels and aim to eliminate the risks associated with humidity within the building envelope.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$22,000.00				
Sub-Contracting					
Consulting Fees					
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$22,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #					
Building reserves	\$22,000.00				
Taxation					
Other					
Total	\$22,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	Jul-17				
New Operating costs per year:	\$0.00				
Amount:					

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

PROJECT DETAIL					
Department:	Parks and Recreation				
Project Name:	Marden CC Soffit and Fascia				
Project Department Priority:	Preventative maintenance				
Project Description:	Addition of aluminum soffit and fascia and commercial size eaves				
Project Justification:	Currently the eaves are mounted to stained diemnsional lumber, the lumber is exposed to the elements and is showing early stages of deteoration. The addition of the soffit and fascia will provide protection to the lumber.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$8,500.00				
Sub-Contracting					
Consulting Fees					
Angering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$8,500.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #					
Building reserves	\$8,500.00				
Taxation					
Other					
Total	\$8,500.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	Jul-17				
New Operating costs per year:	\$0.00				
Amount:					

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

PROJECT DETAIL					
Department:	Parks and Recreation				
Project Name:	Marden CC Sound Dampening				
Project Department Priority:	Maintenance				
Project Description:	Supply and Installation of floor to ceiling commercial fire retardant drapes				
Project Justification:	Community Centre during private functions and will act as sound dampening in the room to improve the acoustics.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$5,000.00				
Sub-Contracting					
Consulting Fees					
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$5,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #					
Building reserves	\$5,000.00				
Taxation					
Other					
Total	\$5,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	May-17				
New Operating costs per year:	\$0.00				
Amount:					

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

PROJECT DETAIL					
Department:	Parks and Recreation				
Project Name:	Splash Pad Refurbishment				
Project Department Priority:	Preventative maintenance				
Project Description:	Sand blast and repaint spalshpad features, sand blast concrete pad, replace chemical control				
Project Justification:	The splashpad features are starting to show signs of rust and the paint is fading. The chemical control no longer holds an accurate calibration.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$20,000.00				
Sub-Contracting					
Consulting Fees					
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$20,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #					
General Parks reserve	\$20,000.00				
Taxation					
Other					
Total	\$20,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	May-17				
New Operating costs per year:	\$0.00				
Amount:					

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

PROJECT DETAIL					
Department:	Parks and Recreation				
Project Name:	Unit #100 Vehicle Replacement				
Project Department Priority:	Replacement				
Project Description:	The Purchase of a 2017 mini-van				
Project Justification:	This purchase is to replace unit #100, a 2002 one tonne pick-up with dump box.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$35,000.00				
Sub-Contracting					
Consulting Fees					
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$35,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #					
Equipment reserves Parks	\$35,000.00				
Taxation					
Other					
Total	\$35,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	Jun-17				
New Operating costs per year:	\$0.00				
Amount:					

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

PROJECT DETAIL					
Department:	Parks and Recreation				
Project Name:	Rockmosa Park Development				
Project Department Priority:	Growth, new infrastructure				
Project Description:	Site services, grading, SWM, fencing, sports fields				
Project Justification:	This project is the result of a community engagement exercise that collected public input into the design of the existing and expanded area at Rockmosa Park				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases		\$ 1,010,010.00			
Sub-Contracting					
Consulting Fees					
Engineering Fees	\$ 55,000.00				
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 55,000.00	\$ 1,005,010.00	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #					
Taxation					
County Trail Fund		\$ 50,000.00			
County Accessibility fund		\$ 10,000.00			
Eramosa Park DC fund	\$ 55,000.00	\$ 315,810.00			
P&R Outdoor DC		\$ 629,200.00			
Other					
Total	\$ 55,000.00	\$ 1,005,010.00	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	Dec-17				
New Operating costs per year:	\$70,000.00				
Amount:					

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

PROJECT DETAIL					
Department:	Parks and Recreation				
Project Name:	Lighting Decommission at Memorial Park				
Project Department Priority:	Decommissioning				
Project Description:	Removal of outfield ball lights at Memorial ball park				
Project Justification:	Park was made in 2012, the poles that the lights are mounted on are showing signs of failure. The light poles are also inconveniently installed in the middle of a well used toboggan hill and present an inherent risk to hill users.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2017	2018	2019	2020	2021
Capital Purchases	\$ 10,000.00				
Sub-Contracting					
Consulting Fees					
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #					
Eden Mills Reserve Fund	\$ 2,000.00				
General Parks Reserve Fund	\$ 8,000.00				
Taxation					
Other					
Total	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	Aug-17				
New Operating costs per year:					
Amount:					

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2017 Budget**

PROJECT DETAIL					
Department:	Parks and Recreation				
Project Name:	Skate park				
Project Department Priority:	Growth, new infrastructure				
Project Description:	Construction of a cast-in-place concrete skateboard park				
Project Justification:	This project is a result of a recommendation from the 2013 Parks and Recreation Master Plan and the 2015 Rockmosa Master Plan.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases		\$ 321,850.00			
Sub-Contracting					
Consulting Fees	\$ 17,712.50	\$ 10,437.50			
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 17,712.50	\$ 332,287.50	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #					
Lot Levies		\$ 11,920.00			
Park In Lieu		\$ 23,900.00			
Rockwood Hydro Fund		\$ 124,100.00			
Development Charges	\$ 28,150.00	\$ 45,380.00			
Grant		\$ 116,550.00			
Taxation					
Other					
Total	\$ 28,150.00	\$ 321,850.00	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	Aug-17				
New Operating costs per year:	\$2,000.00				
Amount:	\$ 350,000.00				

Department: Planning

CORE SERVICES:

- Responsible for the preparation of recommendations to Council regarding proposed amendments to the Town's land use planning documents
- Prepares planning documents to implement Council's decisions on applications.
- Administration of the Zoning By-law with respect to interpretation of permitted uses and provisions of the by-law including setbacks, lot coverage and parking requirements.
- Oversee and coordinate processing and management of development applications and preparation of comprehensive reports and recommendations to Council. Oversee preparation of draft Plans of Subdivision conditions, Subdivision, Servicing and Site Plan agreements.
- Prepares recommendations to the Committee of Adjustment on applications for consents and minor variances.
- Prepares and manages long term and special projects relating to issues that may affect land use planning and development, source water protection, environmental protection and other matters that affect the future form and development of the Township.
- Coordinate and develop the Town's Geographic Information System applications ensuring data sets are up to date and accurate. Provide custom mapping services including maintaining the drawing repository. Create custom application to provide Town wide departmental support in the consumption of GIS data and services.

BUDGET HIGHLIGHTS

OPERATING BUDGET:

- In 2017 the Township will contract planning services as required from MHBC Planning Ltd
- Legal fees and planning fees have been increased to support ongoing applications

Wellington County has provided a grant for \$25,000 to support economic development in the Township for the on-going work to encourage economic development in the Township of Guelph/Eramosa

CAPITAL PROJECTS: The Planning Department is not proposing any capital projects for 2017.

Township of Guelph/Eramosa
2017 Budget Summary

PLANNING AND DEVELOPMENT	2016	2017	Year over Year	
			Change	% Change
Revenue				
User Fees	\$ 40,750.00	\$ 40,750.00	\$ -	0.00%
Other (Misc)	\$ 37,000.00	\$ -	\$ (37,000.00)	-100.00%
Grants	\$ 27,500.00	\$ 27,500.00	\$ -	0.00%
Total Revenue	\$ 105,250.00	\$ 68,250.00	\$ (37,000.00)	-35.15%
Expenditures				
Operating Costs	\$ 124,400.00	\$ 173,666.00	\$ 49,266.00	39.60%
Salaries and Benefits	\$ 169,928.00	\$ 74,590.00	\$ (95,338.00)	-56.10%
Total Expenditures	\$ 294,328.00	\$ 248,256.00	\$ (46,072.00)	-15.65%
Capital Costs	\$ -	\$ -	\$ -	
Total Operating and Capital Expenditures	\$ 294,328.00	\$ 248,256.00	\$ (46,072.00)	-15.65%
Programs to be Funded Through Taxation	\$ 189,078.00	\$ 180,006.00	\$ (9,072.00)	-4.80%

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-7???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
Fund: 01 General					
7100 Committee of Adjustment					
Revenue					
01-7100-3700	Minor Variance Fees	-8,500.00	-10,600.00	-8,500.00	
Total Revenue		-8,500.00	-10,600.00	-8,500.00	
Expense					
01-7100-4005	Advertising	250.00	0.00	250.00	
01-7100-4090	Fees - Legal	500.00	0.00	500.00	
01-7100-4095	Fees - Planning	2,500.00	3,727.77	2,500.00	
01-7100-4220	Memberships and Dues	600.00	610.00	610.00	
01-7100-4235	Mileage	200.00	124.20	175.00	
01-7100-4285	Postage & Shipping	0.00	0.00		
01-7100-4350	Salaries and Wages	1,500.00	1,275.00	1,500.00	
01-7100-4355	Salaries Benefits	100.00	76.34	100.00	
01-7100-4405	Seminars and Training	1,500.00	300.00	1,500.00	
01-7100-4430	Supplies and Services	200.00	0.00	200.00	
01-7100-4599	Indirect Costs Transfer	176.00	0.00	176.00	
Total Expense		7,526.00	6,113.31	7,511.00	
Total 7100 Committee of Adjustment		-974.00	-4,486.69	-989.00	
7200 Planning					
Revenue					
01-7200-3120	Administration Charges	-32,000.00	-20,185.00	-32,000.00	
01-7200-3125	Miscellaneous Revenue	-37,000.00	-11,228.83		
01-7200-3900	Transfer From Reserves	0.00	0.00		
01-7200-3920	Transfer from Development Ch	0.00	0.00		
01-7200-3990	Gain on Disposal of Tangible C	0.00	0.00		
Total Revenue		-69,000.00	-31,413.83	-32,000.00	
Expense					
01-7200-4005	Advertising	2,000.00	4,161.66	2,000.00	
01-7200-4040	Computer Support	900.00	1,482.30	1,500.00	
01-7200-4080	Fees - Engineering	8,500.00	5,063.75	8,500.00	
01-7200-4090	Fees - Legal	30,000.00	23,068.62	45,000.00	
01-7200-4095	Fees - Planning	30,000.00	49,696.74	45,000.00	
01-7200-4100	Fees - Professional - Other	20,000.00	475.96	20,000.00	
01-7200-4175	Lease Payments	0.00	0.00		
01-7200-4235	Mileage	500.00	203.05	500.00	
01-7200-4285	Postage & Shipping	200.00	139.37	200.00	
01-7200-4350	Salaries and Wages	107,140.00	93,242.01	53,000.00	
01-7200-4355	Salaries Benefits	31,188.00	33,885.40	15,990.00	
01-7200-4405	Seminars and Training	2,500.00	628.82	2,500.00	
01-7200-4430	Supplies and Services	3,500.00	2,074.25	3,500.00	
01-7200-4450	Telephone	100.00	52.12	100.00	
01-7200-4540	Transfers to Reserves	0.00	0.00		
01-7200-4590	Loss on Disposal of Tangible C	0.00	0.00		

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-7???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-7200-4595	Amortization Expense	0.00	0.00		
01-7200-4599	Indirect Costs Transfer	5,684.00	0.00	3,915.00	
Total Expense		242,212.00	214,174.05	201,705.00	
Total 7200 Planning		173,212.00	182,760.22	169,705.00	
7220 Capital Expenditures - Planning					
Expense					
01-7220-9951	Capital - Zone By-Law Hazard P	0.00	0.00		
01-7220-9952	Capital - ArcView Software 50%	0.00	0.00		
01-7220-9953	Capital - Official Plan Amendm	0.00	0.00		
01-7220-9999	Capital	0.00	0.00		
Total Expense		0.00	0.00		
Total 7220 Capital Expenditures - Planning		0.00	0.00		
7300 Tile Drainage					
Revenue					
01-7300-3705	Tax Revenue Tile Drainage Det	0.00	0.00		
01-7300-3710	Drainage Superintendent Grant	-2,500.00	-2,238.90	-2,500.00	
Total Revenue		-2,500.00	-2,238.90	-2,500.00	
Expense					
01-7300-4045	Debenture Payments	0.00	0.00		
01-7300-4235	Mileage	500.00	583.80	500.00	
01-7300-4350	Salaries and Wages	4,000.00	8,371.80	4,000.00	
Total Expense		4,500.00	8,955.60	4,500.00	
Total 7300 Tile Drainage		2,000.00	6,716.70	2,000.00	
7400 Heritage Committee					
Revenue					
01-7400-3125	Miscellaneous Revenue	-250.00	-27,274.01	-250.00	
Total Revenue		-250.00	-27,274.01	-250.00	
Expense					
01-7400-4220	Memberships and Dues	0.00	0.00		
01-7400-4235	Mileage	50.00	279.50	50.00	
01-7400-4255	Open Houses	0.00	0.00		
01-7400-4275	Plaquin & Research	0.00	0.00		
01-7400-4430	Supplies and Services	3,200.00	5,993.46	3,200.00	
Total Expense		3,250.00	6,272.96	3,250.00	
Total 7400 Heritage Committee		3,000.00	-21,001.05	3,000.00	
7500 Economic Development					

General Ledger
 Revenue and Expense Working Current Budget Report
 Up To Period 1 Accounts: 01-????-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
Revenue					
01-7500-3125	Miscellaneous Revenue	0.00	-159.30		
01-7500-3150	Grants	-25,000.00	0.00	-25,000.00	
Total Revenue		-25,000.00	-159.30	-25,000.00	
Expense					
01-7500-4005	Advertising	2,500.00	3,479.87	2,500.00	
01-7500-4032	Committe Expenses	0.00	0.00		
01-7500-4095	Fees - Planning	0.00	0.00		
01-7500-4100	Fees - Professional Other	0.00	130.00	25,000.00	
01-7500-4220	Memberships and Dues	540.00	0.00	540.00	
01-7500-4235	Mileage	100.00	316.80	350.00	
01-7500-4350	Salaries and Wages	20,000.00	8,511.65		
01-7500-4355	Salaries Benefits	6,000.00	1,375.62		
01-7500-4405	Seminars and Training	400.00	0.00	400.00	
01-7500-4430	Supplies and Services	7,300.00	7,507.46	2,500.00	
Total Expense		36,840.00	21,321.40	31,290.00	
Total 7500 Economic Development		11,840.00	21,162.10	6,290.00	

General Ledger
Revenue and Expense Working Current Budget Report
 Up To Period 1 Accounts: 01-????-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-7100	Committee of Adjustment	-974.00	-4,486.69	-989.00	
01-7200	Planning	173,212.00	182,760.22	169,705.00	
01-7220	Capital Expenditures - Planning	0.00	0.00		
01-7300	Tile Drainage	2,000.00	6,716.70	2,000.00	
01-7400	Heritage Committee	3,000.00	-21,001.05	3,000.00	
01-7500	Economic Development	11,840.00	21,162.10	6,290.00	
Total Revenues:		-105,250.00	-71,686.04	-68,250.00	
Total Expenses:		294,328.00	256,837.32	248,256.00	
Report Net:		189,078.00	185,151.28	180,006.00	

Township of Guelph/Eramosa
Reserves and Reserve Funds
2017 Budget

Description	Balance January 01, 2017	Transfers To Reserves	Transfers From Reserves (Capital)	Projected Balance December 31, 2017
General Reserves	\$ 2,053,712.71	\$ 1,205,182.00	\$ 1,396,756.00	\$ 1,862,138.71
Reserve Funds	\$ 4,833,355.57	\$ 869,743.00	\$ 1,767,098.00	\$ 3,936,000.57
Total	\$ 6,887,068.28	\$ 2,074,925.00	\$ 3,163,854.00	\$ 5,798,139.28
Development Charges	\$ 1,908,102.42		\$ 4,421,576.00	\$ (2,513,473.58)



ROCKWOOD CEMETERY

2017 BUDGET

February 21, 2017

DEPARTMENT: Rockwood Cemetery

CORE SERVICES:

- Plan, develop, and maintain Cemetery lands
- Market and promote Cemetery lands
- Pre and at-need sales
- Full service internments and inurnments
- Monument inspections and restoration
- Entry and Maintenance of all cemetery burial records

OPERATING BUDGET:

The Rockwood Cemetery appears as a new budget line in the 2017 budget. This budget was previously carried by Woodlawn Memorial Park within their operational budget. The operation of the Rockwood Cemetery is self funded by the sale of plots and Cemetery services. Effective January 1, 2017 the full operation of the Rockwood Cemetery will be under the care and control of the Township.

General Ledger
 Revenue and Expense Working Current Budget Report
 Up To Period 1 Accounts: 01-9???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
Fund: 01 General					
9100 Rockwood Cemetery					
Revenue					
01-9100-3100	Donations	0.00	0.00		
01-9100-3200	Internment Rights	0.00	0.00	-21,900.00	
01-9100-3250	Internment Fees	0.00	0.00	-8,820.00	
01-9100-3400	Miscellaneous Revenue	0.00	0.00		
Total Revenue		0.00	0.00	-30,720.00	
Expense					
01-9100-4050	Computer Support	0.00	0.00	1,100.00	
01-9100-4100	Debenture Payment	0.00	0.00	2,700.00	
01-9100-4125	Fees - Administrative	0.00	0.00	2,270.00	
01-9100-4130	Fees - Consulting	0.00	0.00	1,000.00	
01-9100-4200	Grounds Maintenance	0.00	0.00	7,000.00	
01-9100-4250	Insurance	0.00	0.00		
01-9100-4275	Internment Costs	0.00	0.00	5,200.00	
01-9100-4600	Supplies and Services	0.00	0.00	500.00	
01-9100-4650	Transfer to Perpetual Care	0.00	0.00	10,950.00	
Total Expense		0.00	0.00	30,720.00	
Total 9100 Rockwood Cemetery		0.00	0.00		

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 1 Accounts: 01-9???-???? by Department

Account	Description	2016 Total Budget	2016 Actual	Proposed Budget	Final Budget
01-9100	Rockwood Cemetery	0.00	0.00		
Total Revenues:		0.00	0.00	-30,720.00	
Total Expenses:		0.00	0.00	30,720.00	
Report Net:		0.00	0.00		