



TOWNSHIP OF GUELPH/ERAMOSIA 2016 BUDGET

Approved February 29, 2016

**Township of Guelph/Eramosa
2016 Tax Impact Analysis**

Function	2015	2016	Change
General Government			
Council	\$ 176,595.00	\$ 194,775.00	\$ 18,180.00
General Administration	\$ 563,831.00	\$ 635,376.00	\$ 71,545.00
	\$ 740,426.00	\$ 830,151.00	\$ 89,725.00
Protection To Persons and Property			
Fire Protection	\$ 898,003.00	\$ 923,028.00	\$ 25,025.00
Building Department	\$ -	\$ -	\$ -
By-Law and Property Standards	\$ 36,045.00	\$ 43,939.00	\$ 7,894.00
Canine Control	\$ 450.00	\$ 24,050.00	\$ 23,600.00
Livestock	\$ 350.00	\$ 350.00	\$ -
GRCA	\$ 169,228.00	\$ 171,781.00	\$ 2,553.00
Emergency Measures Program	\$ 3,000.00	\$ 3,000.00	\$ -
	\$ 1,107,076.00	\$ 1,166,148.00	\$ 59,072.00
Public Works	\$ 2,755,545.00	\$ 2,882,656.00	\$ 127,111.00
Total Environmental Services	\$ -	\$ -	\$ -
Parks and Recreation			
Buildings			
Rockwood Town Hall	\$ (17,589.00)	\$ (4,213.00)	\$ 13,376.00
Rockmosa	\$ 35,615.00	\$ 14,551.00	\$ (21,064.00)
Eden Mills Community Centre	\$ 840.00	\$ 720.00	\$ (120.00)
Marden Community Centre	\$ 8,796.00	\$ 7,653.00	\$ (1,143.00)
Park House	\$ (39,369.00)	\$ (3,167.00)	\$ 36,202.00
Rockwood Library/Older Adult Centre	\$ (55,716.00)	\$ (9,088.00)	\$ 46,628.00
Church Street Property	\$ 6,709.00	\$ 141.00	\$ (6,568.00)
Capital Expenditures	\$ 90,100.00	\$ 22,000.00	\$ (68,100.00)
	\$ 29,386.00	\$ 28,597.00	\$ (789.00)
Parks Areas			
General Parks	\$ 734,209.00	\$ 747,464.00	\$ 13,255.00
Lloyd Dyer Park	\$ 11,510.00	\$ 11,147.00	\$ (363.00)
Rockmosa Park	\$ (31,744.00)	\$ (1,078,400.00)	\$ (1,046,656.00)
Eden Mills Park	\$ 5,562.00	\$ 5,930.00	\$ 368.00
Marden Park	\$ (66,506.00)	\$ 5,875.00	\$ 72,381.00
Capital Expenditures Parks	\$ 202,500.00	\$ 1,225,500.00	\$ 1,023,000.00
	\$ 855,531.00	\$ 917,516.00	\$ 61,985.00
Total P & R Buildings & Parks	\$ 884,917.00	\$ 946,113.00	\$ 61,196.00
Planning			
Committee of Adjustment	\$ 1,279.00	\$ (974.00)	\$ (2,253.00)
Planning	\$ 195,512.00	\$ 173,212.00	\$ (22,300.00)
Tile Drainage	\$ 2,000.00	\$ 2,000.00	\$ -
Heritage Committee	\$ 2,400.00	\$ 3,000.00	\$ 600.00
Economic Development	\$ 4,100.00	\$ 11,840.00	\$ 7,740.00
Trails and Environmental Stewardship	\$ -	\$ -	\$ -
	\$ 205,291.00	\$ 189,078.00	\$ (16,213.00)
Amount to be Raised Through Taxation (Levy)	\$ 5,693,255.00	\$ 6,014,146.00	\$ 320,891.00



Total Property Tax 2016

Per \$100,000 of Assessed Property Value

	2015 Budget	2016 Budget	\$ Change	% Change
Township	\$261.58	\$272.96	\$11.38	4.35%
Dedicated Infrastructure Levy	\$5.17	\$5.17	\$0	0%
TOTAL	\$261.58	\$278.13	\$16.55	6.33%
County	\$629.22	\$644.95	\$15.73	2.5%
Education	\$189.06	\$189.06	\$0	0%
Total Final Tax Bill	\$1079.86	\$1112.14	\$32.28	2.99%

*Preliminary calculations based on 2015 tax ratios. Education estimates based on previous year trends.

Department: General Government

CORE SERVICES

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

BUDGET HIGHLIGHTS:

The total Council and General Government budget includes a total operating capital budget of \$830,151, up \$89,725 from the 2015 budget requirement of \$740,426.

OPERATING BUDGET: The proposed General Government budget includes:

- Additional funding for communications to enhance social media and community engagement
- Increased costs for computer support to manage IT service costs and electronic records management
- Additional staff training
- One (1) additional full-time staff to support licensing, cemeteries and legislative duties for the Legislative Services Department
- 1.7% cost of living adjustment

CAPITAL PROJECTS: The General Administration budget includes \$87,494 in capital spending including:

- \$25,000 to complete a Salary Grid and Pay Equity Review
- \$57,494 to update the Township Asset Management Plan to include all municipal capital assets
- \$5,000 to install a cooling system in the server room.

Capital projects will be funded from the General Government Capital Reserve Fund.

General Ledger
Revenue and Expense Working Current Budget Report
 Up To Period 2 Accounts: 01-1???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
01-1101	Council	176,595.00	186,740.75	194,775.00	
01-1201	Administration	455,831.00	322,291.85	547,882.00	
01-1220	Capital Expenditures Administration	108,000.00	88,099.68	87,494.00	
Total Revenues:		-908,677.00	-1,211,254.62	-917,330.00	
Total Expenses:		1,649,103.00	1,808,386.90	1,747,481.00	
Report Net:		740,426.00	597,132.28	830,151.00	

General Ledger

Revenue and Expense Working Current Budget Report

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

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
Fund: 01 General					
1101 Council					
Revenue					
01-1101-3900	Transfer From Reserves	0.00	0.00		
Total Revenue		0.00	0.00		
Expense					
01-1101-4005	Advertising	1,500.00	593.23	1,000.00	
01-1101-4035	Communications	0.00	0.00		
01-1101-4060	Donations	36,000.00	35,447.64	36,000.00	
01-1101-4090	Fees - Legal	500.00	0.00	500.00	
01-1101-4235	Mileage	7,000.00	7,660.89	8,000.00	
01-1101-4350	Salaries and Wages	100,875.00	115,001.66	116,750.00	
01-1101-4355	Salaries Benefits	9,720.00	10,219.12	10,525.00	
01-1101-4405	Seminars and Training	13,000.00	13,711.81	14,000.00	
01-1101-4430	Supplies and Services	8,000.00	4,106.40	8,000.00	
Total Expense		176,595.00	186,740.75	194,775.00	
Total 1101 Council		176,595.00	186,740.75	194,775.00	
1201 Administration					
Revenue					
01-1201-3010	Tax Rev - Supplementary Billing	-40,000.00	-326,808.01	-60,000.00	
01-1201-3040	Penalty and Interest	-270,000.00	-252,955.69	-253,000.00	
01-1201-3050	GIL - Hydro	-942.00	-4,710.95	-960.00	
01-1201-3052	GIL - Canada Post	-880.00	-8,217.26	-898.00	
01-1201-3054	GIL - Guelph Hydro	0.00	0.00		
01-1201-3056	GIL - Ontario Other	-4,020.00	-15,858.75	-4,099.00	
01-1201-3058	GIL - CNR	-4,322.00	-21,610.84	-4,408.00	
01-1201-3060	GIL - City of Guelph	-413.00	-3,747.50	-421.00	
01-1201-3100	OMPF Funding	-442,400.00	-442,400.00	-469,400.00	
01-1201-3105	Tax Certificates	-6,200.00	-4,710.00	-4,700.00	
01-1201-3110	Interest Income	-17,000.00	-20,889.63	-15,250.00	
01-1201-3111	Unrealized (Gain) Loss on Inve:	0.00	0.00		
01-1201-3115	Inquiry Letters	-3,200.00	-2,080.00	-2,000.00	
01-1201-3120	Administration Charges	-3,000.00	-4,348.44	-4,300.00	
01-1201-3125	Miscellaneous Revenue	-7,000.00	-13,894.55	-9,500.00	
01-1201-3130	Financing	0.00	0.00		
01-1201-3140	Burial Permit Fees	-500.00	-60.00	-100.00	
01-1201-3150	Grants	0.00	0.00		
01-1201-3175	Lottery Licenses	-800.00	-863.00	-800.00	
01-1201-3900	Transfer from Reserves	-108,000.00	-88,100.00	-87,494.00	
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		-908,677.00	-1,211,254.62	-917,330.00	
Expense					
01-1201-4005	Advertising	5,000.00	1,240.96	5,000.00	

General Ledger

Revenue and Expense Working Current Budget Report

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

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
01-1201-4010	Bank Charges and Interest	2,500.00	2,499.34	2,500.00	
01-1201-4030	Cleaning	13,500.00	13,432.32	13,500.00	
01-1201-4035	Communications	16,500.00	17,653.53	26,500.00	
01-1201-4040	Computer Support	67,000.00	67,563.97	75,000.00	
01-1201-4045	Debenture Payments	113,616.00	113,616.12	111,211.00	
01-1201-4075	Fees - Audit	25,000.00	29,510.40	26,500.00	
01-1201-4080	Fees - Engineering	0.00	0.00		
01-1201-4090	Fees - Legal	10,000.00	18,171.35	12,000.00	
01-1201-4095	Fees - Planning	0.00	0.00		
01-1201-4100	Fees - Professional - Other	17,500.00	9,174.32	17,500.00	
01-1201-4145	Health & Safety	5,500.00	5,355.78	5,500.00	
01-1201-4150	Heating	2,850.00	2,517.05	2,850.00	
01-1201-4160	Hydro	13,750.00	11,838.24	14,000.00	
01-1201-4165	Insurance	49,300.00	47,294.00	50,863.00	
01-1201-4170	Insurance Claims	0.00	0.00		
01-1201-4175	Lease Payments	5,000.00	5,011.96	5,025.00	
01-1201-4220	Memberships and Dues	8,800.00	8,205.53	9,000.00	
01-1201-4235	Mileage	5,000.00	4,448.66	5,000.00	
01-1201-4240	Municipal Election	0.00	0.00		
01-1201-4250	Office Equipment	7,500.00	7,341.70	7,500.00	
01-1201-4285	Postage & Shipping	19,000.00	22,434.19	20,000.00	
01-1201-4290	Promotional Items	2,500.00	2,135.02	2,500.00	
01-1201-4305	Repairs & Maint - Building	8,150.00	8,243.52	10,000.00	
01-1201-4350	Salaries and Wages	677,200.00	688,852.16	713,000.00	
01-1201-4355	Salaries Benefits	216,800.00	219,129.04	236,725.00	
01-1201-4405	Seminars and Training	10,000.00	11,883.17	18,000.00	
01-1201-4410	Security Monitoring	660.00	537.12	660.00	
01-1201-4415	Service Agreements	8,500.00	11,132.58	11,000.00	
01-1201-4430	Supplies and Services	32,000.00	32,164.08	32,000.00	
01-1201-4440	Tax penalty/interest w/o's	1,500.00	444.45	1,500.00	
01-1201-4445	Tax Write-offs	25,000.00	165,761.56	25,000.00	
01-1201-4450	Telephone	11,000.00	8,440.35	11,000.00	
01-1201-4485	Weekly Water Sampling	500.00	500.00	500.00	
01-1201-4540	Transfers to Reserves	72,000.00	72,000.00	72,500.00	
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	-88,618.00	-74,986.00	-78,622.00	
Total Expense		1,364,508.00	1,533,546.47	1,465,212.00	
Total 1201 Administration		455,831.00	322,291.85	547,882.00	
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	38,000.00	39,458.07		
01-1220-5012	Capital - Copier	20,000.00	4,440.06		
01-1220-5013	Capital - Asset Management Pl	0.00	0.00		
01-1220-5014	Capital - Development Charge I	0.00	0.00		
01-1220-5015	Capital - Office Equipment	0.00	0.00		
01-1220-5017	Capital - Electronic Records Ma	50,000.00	44,201.55		

General Ledger

Revenue and Expense Working Current Budget Report

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

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
01-1220-9999	Capital	0.00	0.00	87,494.00	
	Total Expense	108,000.00	88,099.68	87,494.00	
	Total 1220 Capital Expenditures Administration	108,000.00	88,099.68	87,494.00	

TOWNSHIP OF GUELPH/ERAMOSA
2016
CAPITAL FORECAST

Township of Guelph/Erarnosa - Administration 2016 Capital Expenditures		SOURCE OF FINANCING						
	TOTAL COST	GRANTS	DEVELOPMENT CHARGES	RESERVES	REVENUE	DEBENTURE	OTHER	
Salary Grid Review	\$ 25,000.00			\$ 25,000.00				
Asset Management Plan - Phase II	\$ 57,494.00			\$ 57,494.00				
Cooling System - Server Room	\$ 5,000.00			\$ 5,000.00				
Total	\$ 87,494.00	\$ -	\$ -	\$ 87,494.00	\$ -	\$ -	\$ -	

Funding:
Administration Equipment Reserves \$ 25,000.00
Administration Building Reserves \$ 5,000.00
Gas Tax Reserve Fund \$ 57,494.00
Total Funding \$ 87,494.00

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PROJECT DETAIL					
Department:	General Administration				
Account Number:					
Project Name:	Salary Grid Review				
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:	2016				
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
2016 Budget**

PROJECT DETAIL					
Department:	General Government				
Account Number:					
Project Name:	Asset Management Plan - Phase II				
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	2016	2017	2018	2019	2020
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:	2016				
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
2016 Budget**

PROJECT DETAIL					
Department:	General Government				
Account Number:					
Project Name:	Cooling System - Server Room				
Project Category:					
Project Department Priority:					
Project Description:	Install a cooling system in the server room at the Municipal Office.				
Project Justification:	To moderate the temperature in the the server room HLB System Solutions has recommended the installation of a cooling system.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
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 # (01-0000-2700)	\$ 5,000.00				
Taxation					
Other					
Total	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	2016				
New Operating costs per year:					
Amount:					
Submitted By	Department Head				
Date Prepared	Reviewed by Director of Finance				

NEW STAFF JUSTIFICATION MEMO

Department:	Legislative Services	Division:	
	Licensing and Legislative		
New Position Title:	Coordinator	Number of Positions:	1
Status:	Permanent Full Time	Requested Hire Date	06-Jun-16

COST OF HIRING

OPERATING BUDGET COSTS

<u>Annual Costs</u>				<u>Partial Year Costs</u>			
Costs	Amount	X #	Total	Costs	Amount	X #	Total
Annual Salary:	\$47,101.60		\$ -	Partial Year Salary:	\$27,174.00		\$ -
Annual Benefit Costs:	<u>\$16,485.36</u>		\$ -	Partial Benefit Costs:	<u>\$9,510.90</u>		\$ -
Total	<u><u>\$63,586.96</u></u>		<u><u>\$ -</u></u>	Total	<u><u>\$36,684.90</u></u>		<u><u>\$ -</u></u>

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

TOTAL COSTS:	<u><u>\$ 500.00</u></u>
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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).

This a new position for budget consideration. See attached justification document.

(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.

See attached justification document.

Staff Justification Sheet – Licensing and Legislative Coordinator

Within the 2016 budget, the Legislative Services Department is requesting an additional full-time position to assist with licensing and administrative duties of the Clerk's Office. The Legislative Services Department consists of the Clerk's Office, Planning and By-law Enforcement.

This position is needed within the Department to:

1. support staff capacity in the Clerk's Office;
2. explore opportunities for increased community engagement and revenues with respect to licensing and permits; and
3. assist with the transition of the Township's management of the Rockwood Cemetery and to manage the administration of the Rockwood Cemetery moving forward.

1. Support staff capacity within the Clerk's Office

The full time staffing numbers within the Clerk's Office have remained the same since 2008. However, since that time, there have been an increased number of services and responsibilities with regard to corporate communications, community events, additional licensing regulations, records management, access to information requests and other new provincial legislative requirements.

In 2016, the addition of the Licensing and Legislative Coordinator would alleviate Departmental workload to complete the following priorities discussed by Council:

- Communications strategy development and implementation
- Development and implementation of a formal complaint policy and procedure to meet the requirements of Bill 8
- Development and implementation of food truck strategy
- Support the CAO in a comprehensive corporate policy review
- Review all surplus property and assess disposal options
- Review of Animal Control By-law
- Comprehensive review of Department Fees and Charges

2. Opportunities for increased community education about municipal licensing, better compliance and revenue generation

Among the staff within the Clerk's Office, the following licences and permits are issued: lottery licenses, film permits, special event permits, dog licenses, burial permits and open air burn permits. The administration of these licenses and permits is shared among the positions of the Clerk's Office.

A centralized licensing position would be beneficial to the Township in order to allow for the municipality to provide increased community education about municipal licensing to achieve better compliance with licensing requirements and to generate sufficient revenue to recover costs. There would also be opportunities for a dedicated licensing staff person to explore offering requested licensing services, such as marriage licenses.

There are currently opportunities for increased community education about municipal licensing, better compliance and cost recovery that have not been explored due to the challenges of staff capacity.

3. The need for assistance with the transition of the Township's management of the Rockwood Cemetery and to manage the administration of the Rockwood Cemetery moving forward.

Since 2001, the Township has contracted the services of Woodlawn Cemetery in Guelph for plot sales, burials and general administration of the Rockwood Cemetery, located at 501 Main Street South in Rockwood.

After recent discussions with Woodlawn Cemetery, the Township has been advised by Woodlawn that they will no longer be in a position to manage the Rockwood Cemetery in future. Therefore, burials, plot sales, record keeping and reporting will be responsibilities of the Township moving forward.

While the Parks and Recreation Department will be taking over the burials in Rockwood Cemetery within 2016, the Township and Woodlawn Cemetery have agreed that plot sales and the general administration of the Rockwood Cemetery would commence as of January 1, 2017. However, in 2016, the Licensing and Legislative Coordination position will be needed to transfer cemetery records into a computer software program and work closely with Woodlawn Cemetery and the Ministry of Government and Consumer Services to learn the reporting, record keeping and administrative requirements for the management of Rockwood Cemetery, in order to be prepared for January 1, 2017.

Funding for the Licensing and Legislative Coordinator

This position will be funded through taxation, licensing and permit revenues and a small portion of plot sales. It will be a mandate of this position to explore all opportunities for cost recovery regarding the Township's licensing program.

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:

The 2016 Fire Protection budget includes a net department requirement of \$923,028 compared to \$898,003 in 2015.

OPERATING BUDGET: The proposed Fire Protection budget includes \$46,000 in additional funding for salaries and wages. This includes a 1.7% cost of living adjustment and provides funding for the expansion of the fire fighter roster in 2015 which brought on 7 new volunteer fire fighters. Transfers to equipment reserves have also been increased to assist in funding future capital requirements and the lifecycle replacement of fire equipment and vehicles.

CAPITAL PROJECTS:

- Replacement of the 1989 Fire Truck Tanker
- Bunker Gear
- Pagers Replacement
- Fire Hall Upgrades – AC Unit
- Training Room Upgrades

Total capital spending proposed for 2016 totals \$479,500. This is proposed to be funded by a combination of long term financing and transfers from equipment reserves.

General Ledger

Revenue and Expense Working Current Budget Report

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

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
01-2101	Fire Protection	462,503.00	547,732.49	443,528.00	
01-2120	Capital Expenditures Fire Protection	435,500.00	381,853.41	479,500.00	
01-2301	Building Department	-15,000.00	0.00	-15,000.00	
01-2320	Capital Expenditures - Building Department	15,000.00	0.00	15,000.00	
01-2401	By-law Enforcement/Property Standards	36,045.00	26,132.96	43,939.00	
01-2501	Canine Control	450.00	-3,320.39	24,050.00	
01-2601	Livestock	350.00	87.50	350.00	
01-2801	GRCA	169,228.00	169,228.00	171,781.00	
01-2901	Emergency Measures Program	3,000.00	2,955.96	3,000.00	
Total Revenues:		-805,809.00	-802,558.77	-977,315.00	
Total Expenses:		1,912,885.00	1,927,228.70	2,143,463.00	
Report Net:		1,107,076.00	1,124,669.93	1,166,148.00	

General Ledger

Revenue and Expense Working Current Budget Report

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

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
Fund: 01 General					
2101 Fire Protection					
Revenue					
01-2101-3125	Miscellaneous Revenue	-7,140.00	-10,714.09	-32,772.00	
01-2101-3130	Financing	-350,000.00	0.00	-450,000.00	
01-2101-3150	Grants	0.00	0.00		
01-2101-3200	Fire Calls/Reports	-15,000.00	-23,300.06	-23,500.00	
01-2101-3600	Rental Income	-13,000.00	-15,815.67	-16,500.00	
01-2101-3800	Deferred Capital Financing	0.00	-294,530.00		
01-2101-3900	Transfer from Reserves	-57,500.00	-57,500.00	-29,500.00	
01-2101-3920	Transfer from Development Ch	-36,000.00	-36,000.00	-60,000.00	
01-2101-3990	Gain on Disposal of Tangible C	0.00	0.00		
Total Revenue		-478,640.00	-437,859.82	-612,272.00	
Expense					
01-2101-4005	Advertising	1,500.00	1,281.24	3,500.00	
01-2101-4030	Cleaning	4,500.00	4,361.95	4,500.00	
01-2101-4035	Communications	8,000.00	6,909.12	8,000.00	
01-2101-4040	Computer Support	5,000.00	2,510.47	4,000.00	
01-2101-4045	Debenture Payments	21,834.00	0.00	46,600.00	
01-2101-4085	Fees - Fire Protection	235,000.00	215,478.48	242,050.00	
01-2101-4090	Fees - Legal	1,000.00	228.96	1,000.00	
01-2101-4105	Fire Prevention	8,000.00	9,726.30	8,000.00	
01-2101-4145	Health & Safety	500.00	492.95	1,000.00	
01-2101-4150	Heating	8,323.00	4,622.80	8,323.00	
01-2101-4160	Hydro	11,444.00	12,554.35	11,444.00	
01-2101-4165	Insurance	30,502.00	30,502.00	31,783.00	
01-2101-4200	Licenses	1,700.00	343.00	1,700.00	
01-2101-4220	Memberships and Dues	1,700.00	1,990.92	2,300.00	
01-2101-4235	Mileage	800.00	859.10	1,000.00	
01-2101-4285	Postage & Shipping	800.00	185.61	800.00	
01-2101-4302	Recruit Hiring/Retention	5,000.00	4,661.55	5,000.00	
01-2101-4305	Repairs & Maint - Building	20,000.00	33,307.46	25,000.00	
01-2101-4310	Repairs & Maint - Equipment	30,000.00	30,821.08	32,000.00	
01-2101-4350	Salaries and Wages	254,000.00	329,377.47	300,000.00	
01-2101-4355	Salaries Benefits	27,940.00	35,955.10	34,000.00	
01-2101-4405	Seminars and Training	15,000.00	14,097.78	17,000.00	
01-2101-4410	Security Monitoring	500.00	270.60	500.00	
01-2101-4415	Service Agreements	3,600.00	2,994.72	3,600.00	
01-2101-4430	Supplies and Services	25,000.00	22,696.62	25,000.00	
01-2101-4450	Telephone	6,500.00	3,185.98	6,500.00	
01-2101-4452	Tools/Misc Equipment	5,000.00	3,774.57	5,000.00	
01-2101-4460	Uniforms	10,000.00	12,183.87	12,000.00	
01-2101-4463	Utilities	0.00	1,031.89	1,000.00	
01-2101-4465	Vehicle Gas & Oil	8,000.00	9,186.37	8,000.00	
01-2101-4520	Transfer to Equipment Reserve	175,000.00	175,000.00	190,200.00	
01-2101-4540	Transfer to Reserves	15,000.00	15,000.00	15,000.00	
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 2 Accounts: 01-2???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
Total Expense		941,143.00	985,592.31	1,055,800.00	
Total 2101 Fire Protection		462,503.00	547,732.49	443,528.00	
2120 Capital Expenditures Fire Protection					
Expense					
01-2120-6002	Capital - Grass Fire ATV Unit	20,000.00	14,932.08		
01-2120-6003	Capital - Bunker Gear	0.00	0.00		
01-2120-6011	Capital - Pick Up Response Vet	0.00	0.00		
01-2120-6016	Capital - Portable Radios	5,000.00	6,395.62		
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	0.00	0.00		
01-2120-6020	Capital - Entrance & Parking Lo	0.00	492.92		
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	350,000.00	297,361.58		
01-2120-6024	Capital - PPE New Recruits	28,000.00	27,968.62		
01-2120-6025	Capital - Security Cameras	10,000.00	10,155.65		
01-2120-6026	Capital - Key Fobs and Door Lo	10,000.00	10,931.45		
01-2120-6027	Capital - Fire Hall Painting	12,500.00	13,615.49		
01-2120-9999	Capital	0.00	0.00	479,500.00	
Total Expense		435,500.00	381,853.41	479,500.00	
Total 2120 Capital Expenditures Fire Protection		435,500.00	381,853.41	479,500.00	
2301 Building Department					
Revenue					
01-2301-3125	Miscellaneous Revenue	0.00	-444.80		
01-2301-3210	Building Permits	-306,669.00	-338,517.65	-282,500.00	
01-2301-3215	Septic System Compliance	-600.00	-180.00	-500.00	
01-2301-3220	Septic System Application	-8,000.00	-12,304.00	-11,500.00	
01-2301-3900	Transfer from Reserves	0.00	0.00	-25,905.00	
01-2301-3990	Gain on Disposal of Tangible C	0.00	0.00		
Total Revenue		-315,269.00	-351,446.45	-320,405.00	
Expense					
01-2301-4005	Advertising	500.00	690.49	1,000.00	
01-2301-4035	Communications	700.00	1,504.17	1,600.00	
01-2301-4040	Computer Support	500.00	470.25	500.00	
01-2301-4090	Fees - Legal	750.00	3,459.83	2,500.00	
01-2301-4095	Fees - Planning	500.00	0.00	500.00	
01-2301-4110	Fleet	4,000.00	3,621.10	4,000.00	
01-2301-4165	Insurance	8,675.00	8,675.00	9,193.00	
01-2301-4170	Insurance Claims	0.00	1,812.31		
01-2301-4175	Lease Payments	0.00	0.00		
01-2301-4220	Memberships and Dues	2,000.00	1,532.32	2,000.00	
01-2301-4235	Mileage	2,000.00	705.10	2,000.00	
01-2301-4350	Salaries and Wages	166,550.00	164,397.75	168,705.00	
01-2301-4355	Salaries Benefits	46,634.00	45,416.48	47,036.00	

General Ledger

Revenue and Expense Working Current Budget Report

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

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
01-2301-4405	Seminars and Training	8,000.00	4,365.60	7,000.00	
01-2301-4430	Supplies and Services	3,000.00	4,700.65	3,000.00	
01-2301-4450	Telephone	100.00	55.06	100.00	
01-2301-4540	Transfers to Reserves	10,262.00	64,439.34	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	46,098.00	45,601.00	45,983.00	
Total Expense		300,269.00	351,446.45	305,405.00	
Total 2301 Building Department		-15,000.00	0.00	-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	0.00	-820.00	-31,488.00	
Total Revenue		0.00	-820.00	-31,488.00	
Expense					
01-2401-4035	Communications	1,100.00	908.35	1,000.00	
01-2401-4090	Fees - Legal	1,500.00	1,570.16	1,500.00	
01-2401-4220	Memberships and Dues	150.00	110.00	150.00	
01-2401-4235	Mileage	1,750.00	1,867.85	2,000.00	
01-2401-4350	Salaries and Wages	24,600.00	17,669.78	52,726.00	
01-2401-4355	Salaries Benefits	4,920.00	2,852.38	14,576.00	
01-2401-4405	Seminars and Training	500.00	386.97	1,750.00	
01-2401-4430	Supplies and Services	1,500.00	1,583.88	1,700.00	
01-2401-4450	Telephone	25.00	3.59	25.00	
Total Expense		36,045.00	26,952.96	75,427.00	
Total 2401 By-law Enforcement/Property Standards		36,045.00	26,132.96	43,939.00	
2501 Canine Control					
Revenue					
01-2501-3125	Miscellaneous Revenue	-250.00	-365.00	-2,000.00	
01-2501-3180	Dog Licences	-11,500.00	-10,900.00	-11,000.00	
Total Revenue		-11,750.00	-11,265.00	-13,000.00	
Expense					
01-2501-4245	Contracted Services	0.00	0.00	36,500.00	
01-2501-4350	Salaries and Wages	11,650.00	7,055.95		

General Ledger

Revenue and Expense Working Current Budget Report

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

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
01-2501-4430	Supplies & Services	550.00	888.66	550.00	
	Total Expense	12,200.00	7,944.61	37,050.00	
Total 2501 Canine Control		450.00	-3,320.39	24,050.00	
2601 Livestock					
Revenue					
01-2601-3185	Livestock Claims	-150.00	-1,167.50	-150.00	
	Total Revenue	-150.00	-1,167.50	-150.00	
Expense					
01-2601-4090	Fees - Legal	0.00	0.00		
01-2601-4205	Livestock Claims	0.00	1,137.50		
01-2601-4350	Salaries and Wages	300.00	90.00	300.00	
01-2601-4430	Supplies and Services	200.00	27.50	200.00	
	Total Expense	500.00	1,255.00	500.00	
Total 2601 Livestock		350.00	87.50	350.00	
2801 GRCA					
Expense					
01-2801-4180	Levies	169,228.00	169,228.00	171,781.00	
	Total Expense	169,228.00	169,228.00	171,781.00	
Total 2801 GRCA		169,228.00	169,228.00	171,781.00	
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	455.96	500.00	
01-2901-4540	Transfers to Reserves	2,500.00	2,500.00	2,500.00	
	Total Expense	3,000.00	2,955.96	3,000.00	
Total 2901 Emergency Measures Program		3,000.00	2,955.96	3,000.00	

TOWNSHIP OF GUELPH/ERAMOSIA
2016
CAPITAL FORECAST

Township of Guelph/Ermosia - Fire Department 2016 Capital Expenditures		SOURCE OF FINANCING						
	TOTAL COST	GRANTS	DEVELOPMENT CHARGES	RESERVES	REVENUE	DEBENTURE	OTHER	
Fire Truck - Tanker	\$ 450,000.00			\$ -		\$ 450,000.00		
Bunker Gear	\$ 6,000.00			\$ 6,000.00				
Pagers	\$ 5,000.00			\$ 5,000.00				
Edispatch Program	\$ 3,500.00			\$ 3,500.00				
Fire Hall Upgrades - AC Unit Upstairs	\$ 5,000.00			\$ 5,000.00				
Training Room Upgrades	\$ 10,000.00			\$ 10,000.00				
Total	\$ 479,500.00	\$ -	\$ -	\$ 29,500.00	\$ -	\$ 450,000.00	\$ -	

Funding:
 Equipment Reserves \$ 24,500.00
 Building Reserves \$ 5,000.00
 Debenture \$ 450,000.00
\$ 479,500.00

Total Funding

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PROJECT DETAIL					
Department:	Fire				
Account Number:					
Project Name:	Fire Truck - Tanker				
Project Category:					
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	2016	2017	2018	2019	2020
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 #					
Taxation					
Financing	\$ 450,000.00				
Other					
Total	\$ 450,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	Nov-16				
New Operating costs per year:					
Amount:					
Richard Renaud Submitted By			John Osborne Department Head		
23-Nov-15			Reviewed by Director of Finance		
Date Prepared					

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PROJECT DETAIL					
Department:	Fire				
Account Number:					
Project Name:	Bunker Gear - New				
Project Category:					
Project Department Priority:					
Project Description:	New Bunker gear - New Staff				
Project Justification:	Purchase of 3 sets of bunker gear for staff. One new staff member is still using spare gear. Fire Prevention Officer is currently using spare gear. Auxilliary firefighter is using spare gear. Amount is requested to purchase properly fitted gear for all 3 members.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 6,000.00				
Sub-Contracting					
Consulting Fees					
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
A/C #	\$ 6,000.00				
Taxation					
Other					
Total	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	Mar-16				
New Operating costs per year:					
Amount:					
Richard Renaud	John Osborne				
Submitted By	Department Head				
23-Nov-15	Reviewed by Director of Finance				
Date Prepared					

TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget

PROJECT DETAIL	
Department:	Fire
Account Number:	
Project Name:	Pagers
Project Category:	
Project Department Priority:	
Project Description:	New Pagers
Project Justification:	Purchase of new pagers as required. Current pagers are reaching the end of their life. Budgeting for the replacement and/or repair of existing pagers. Estimate approx. 8-10 pagers per year - lifecycling.

CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
Sub-Contracting					
Consulting Fees					
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -
Funding					
Transfer from Reserve A/C #	\$ 5,000.00				
Taxation					
Other					
Total	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -

NET OPERATING COSTS	
Estimated Completion Date:	Dec-16
New Operating costs per year:	
Amount:	

Richard Renaud Submitted By	John Osborne Department Head
23-Nov-15	
Date Prepared	Reviewed by Director of Finance

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PROJECT DETAIL	
Department:	Fire
Account Number:	
Project Name:	Edispach - back up paging system
Project Category:	
Project Department Priority:	
Project Description:	Paging system through personal phones
Project Justification:	Edispach service is shared between 3 fire halls (Guelph/Eramosa, Fergus and Elora). This year it is our turn to pay for the service. Fergus and Elora will cover the following years. This program sends fire call pages to our personal cell phones. It is a back up to the pager paging system. We have been using this service for 3 years.

CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 3,500.00			\$ 3,500.00	
Sub-Contracting					
Consulting Fees					
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 3,500.00	\$ -	\$ -	\$ 3,500.00	\$ -
Funding					
Transfer from Reserve A/C #	\$ 3,500.00				
Taxation					
Other					
Total	\$ 3,500.00	\$ -	\$ -	\$ -	\$ -

NET OPERATING COSTS	
Estimated Completion Date:	Jan-16
New Operating costs per year:	
Amount:	
Richard Renaud Submitted By	John Osborne Department Head
23-Nov-15	
Date Prepared	Reviewed by Director of Finance

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PROJECT DETAIL					
Department:	Fire				
Account Number:					
Project Name:	Fire Hall - Utilities				
Project Category:					
Project Department Priority:					
Project Description:	Fire Hall - Utilities				
Project Justification:	Building services (furnace, AC, water softener) are starting to fail. One ground floor AC unit was replaced in the summer of 2015. Service company replaced one fan in the upstairs furnace and cautioned us re the downstairs furnace fan. Both furnaces are reaching the end of their life. Upsatirs AC unit is getting tired. Water softener is having a hard time keeping up due to hard water issues in Rockwood.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
Sub-Contracting					
Consulting Fees					
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
Funding					
Transfer from Reserve					
A/C #	\$ 5,000.00				
Taxation					
Other					
Total	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	Sep-16				
New Operating costs per year:					
Amount:					
Richard Renaud			John Osborne		
Submitted By			Department Head		
23-Nov-15					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PROJECT DETAIL					
Department:	Fire				
Account Number:					
Project Name:	Fire Hall Exercise Room/Gym				
Project Category:					
Project Department Priority:					
Project Description:	Fire Hall Exercise Room/Gym				
Project Justification:	Current exercise room/gym equipment is in disrepair. Universal gym equipment cables are frayed. Cracks developing on the weight equipment frame. Carpet needs to be removed and replaced with rubber floor which can be sanitized. Mirrors, monitor, radio and exercise posters will be installed. A water fountain will be installed in the gym. Free weights and treadmill will be kept and re-used.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
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 #	\$ 10,000.00				
Taxation					
Other					
Total	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	Jun-16				
New Operating costs per year:					
Amount:					
Richard Renaud	John Osborne				
Submitted By	Department Head				
23-Nov-15					
Date Prepared	Reviewed by Director of Finance				

NEW STAFF JUSTIFICATION MEMO

Department:	Legislative Services	Division:	
New Position Title:	By-law Enforcement and Property Standards Officer	Number of Positions:	1
Status:	Permanent Full-Time	Requested Hire Date	15-Apr-16

COST OF HIRING

OPERATING BUDGET COSTS

Annual Costs				Partial Year Costs			
Costs	Amount	X #	Total	Costs	Amount	X #	Total
Annual Salary:	\$52,725.94			Partial Year Salary:			\$ -
Annual Benefit Costs:	\$14,575.83		\$ -	Partial Benefit Costs:			\$ -
Total	<u>\$67,301.77</u>		<u>\$ -</u>	Total	<u>\$ -</u>		<u>\$ -</u>

NOTE: Town of Erin allocation of \$31,488.36

Other Operating Costs:	Amount	G/L#	Total
Uniforms/Clothing Allowance:			
Work Boots:			
Safety Equipment:			
Communications:	\$ 302.76		
Association Dues:	\$ 75.00		
Mileage:	\$1,750.00		
Training:	\$ 875.00		
Total Operating Costs:	<u>\$3,002.76</u>		<u>\$3,002.76</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: \$3,002.76



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).

This an existing part-time position with the Township at approximately 14-21 hours per week, dependent upon seasonal enforcement demands. Recently, the Township of Guelph/Eramosa has been discussing an opportunity to share by-law enforcement services with the Town of Erin. See attached sheet for details.

(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.

See attached sheet.

Staff Justification Sheet – By-law Enforcement and Property Standards Officer, Shared Services with the Town of Erin

Since the vacancy of the part-time By-law Enforcement and Property Standards Officer position in the spring of 2015, a short-term contract position has been in place. This short-term contract arrangement was intended to allow for the Township to assess the by-law enforcement and property standards enforcement needs within the community and determine the best staffing arrangement to meet these needs.

Currently, the Township has a part-time By-law Enforcement and Property Standards Officer works approximately two days a week (approx. 15 to 20 hours). During these hours, the Officer is responding to inquiries and complaints, conducting inspections, preparing appropriate letters and orders, issuing site alteration permits, providing input on and reviewing by-laws, as well as preparing for and attending court if necessary. The workload of the Officer can be impacted by the need for monitoring, court proceedings and seasonal demand for enforcement services (ie. outdoor water use, dog matters, site alterations during spring and summer months).

Recently, Guelph/Eramosa staff have discussed the possibility of having shared By-law and Property Standards enforcement services with the Town of Erin. Currently, the Town of Erin also has a full time position that is part-time by-law enforcement and part-time building inspector. Staff from the respective municipalities have discussed maintaining part-time by-law enforcement within both municipalities, but sharing a full-time position to service both areas.

The benefit to a shared full-time position would be more consistent scheduling for the By-law Enforcement and Property Standards Officer. In recent years, members of the public have communicated their frustration with having enforcement staffing only one to two days per week. Offering a full-time position also allows for both municipalities to have better success with attraction and retention of qualified and competent enforcement staffing. Lastly, a shared full-time position would allow for a more consistent enforcement presence within the Township, which allows more time to follow-up and monitor enforcement matters, to review and provide input on municipal by-laws and to attend court and hearing proceedings, if necessary.

It has been proposed that the Township of Guelph/Eramosa would be the host (or employer) with the Town of Erin providing an annual funding allocation for their portion of the costs of this position. A shared services agreement will be required should both municipalities wish to proceed with this shared position.

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 2016 operating budget includes a 1.7% cost of living adjustment and funding to complete the Development Application Approvals Process (DAAP Review) for user fees.

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: The 2016 Public Works budget includes a net department requirement of \$2,882,656 compared to \$2,755,545 in 2015, which is an increase of \$127,111 or 4.6%.

OPERATING BUDGET: The Roads Administration operating budget includes increases in spending over 2015 budget amounts for bridges and culverts, ditching, gravel road repairs and staff training. Wage and benefit increases reflect grid adjustments, cost of living and an infrastructure student.

2016 Budget

CAPITAL PROJECTS: The 2016 Public Works Department capital budget includes projects totalling \$2,932,000. This includes resurfacing of the Woolwich/Pilkington Townline (through a cost share arrangement with Woolwich Township), resurfacing of Mill Road between Jones Baseline and Watson Road, as well as resurfacing of three roads in the Gazer Mooney Subdivision and a short section of Barden Street in Eden Mills. A bridge on Mill Road will also be rehabilitated in conjunction with the road work. With respect to equipment, the department will replace a 10 year old pickup and has recently acquired a new sidewalk plow. A covered storage area for equipment at Brucedale will also proceed along with a required inventory of storm sewers and stormwater management facilities as part of our asset management plan. The capital budget also includes a provision for signals at Dunbar and Highway 7 as well as a new school crossing on Main Street North. The 2016 capital budget also includes the sidewalk extension on Main St. N. in Rockwood to facilitate the new elementary school as a funded item only. Design and construction of the sidewalk is part of an overall servicing project for the new school administered through the School Board's consultant.

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 2 Accounts: 01-3???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
01-3101	Roads Administration	1,297,645.00	2,078,201.29	-49,344.00	
01-3120	Ice Storm	0.00	0.00		
01-3200	Capital Expenditures - Transportation Services	1,457,900.00	597,238.94	2,932,000.00	
01-3601	Ricenburg	0.00	-157.59		
01-3602	Hartfield	0.00	-109.17		
01-3603	Kaine Hill	0.00	83.63		
01-3604	Woodfield	0.00	-54.11		
01-3605	Edgehill	0.00	-11.87		
01-3606	Huntington	0.00	-111.04		
01-3607	Cross Creek	0.00	-2,812.91		
01-3608	Ariss Glen	0.00	-367.71		
01-3609	Rockwood	0.00	18,535.77		
01-3610	Walkerbrae	0.00	-2,785.50		
01-3611	Ellerville	0.00	-150.30		
01-3612	Eden Mills	0.00	-1,848.81		
01-3613	Ariss Valley	0.00	100.89		
Total Revenues:		-2,274,606.00	-1,534,611.57	-3,704,900.00	
Total Expenses:		5,030,151.00	4,220,363.08	6,587,556.00	
Report Net:		2,755,545.00	2,685,751.51	2,882,656.00	

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 2 Accounts: 01-3???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
Fund: 01 General					
3101 Roads Administration					
Revenue					
01-3101-3125	Miscellaneous Revenue	-280,000.00	-119,364.78	-190,000.00	
01-3101-3130	Financing	-330,000.00	0.00	-1,420,000.00	
01-3101-3150	Grants	-473,268.00	-576,646.43	-491,191.00	
01-3101-3900	Transfer from Reserves	-1,098,204.00	-745,381.39	-1,286,030.00	
01-3101-3920	Transfer from Development Ch	0.00	0.00	-225,679.00	
01-3101-3990	Gain on Disposal of Tangible C	0.00	0.00		
Total Revenue		-2,181,472.00	-1,441,392.60	-3,612,900.00	
Expense					
01-3101-4005	Advertising	3,500.00	2,561.52	3,500.00	
01-3101-4015	Bridges & Culverts	30,000.00	24,844.66	35,000.00	
01-3101-4025	Catch Basins	6,000.00	0.00	3,000.00	
01-3101-4035	Communications	10,000.00	6,757.81	10,000.00	
01-3101-4040	Computer Support	1,500.00	993.30	1,500.00	
01-3101-4045	Debenture Payment	265,104.00	265,104.28	335,172.00	
01-3101-4050	Debris Pick Up	800.00	169.00	800.00	
01-3101-4055	Ditching	10,000.00	8,389.38	15,000.00	
01-3101-4065	Dust Control	40,000.00	41,432.45	42,000.00	
01-3101-4070	Equipment Rental	20,000.00	3,610.92	10,000.00	
01-3101-4075	Fees - Audit	0.00	0.00		
01-3101-4080	Fees - Engineering	15,000.00	23,291.72	20,000.00	
01-3101-4090	Fees - Legal	3,000.00	2,818.94	3,000.00	
01-3101-4095	Fees - Planning	500.00	500.00	500.00	
01-3101-4110	Fleet	205,000.00	177,912.30	180,000.00	
01-3101-4125	Garbage Disposals	2,500.00	2,485.44	2,500.00	
01-3101-4135	Grass Mowing	9,000.00	7,061.21	9,000.00	
01-3101-4150	Heating	9,600.00	8,470.64	9,800.00	
01-3101-4160	Hydro	15,000.00	15,675.23	16,200.00	
01-3101-4165	Insurance	100,461.00	100,461.00	106,074.00	
01-3101-4170	Insurance Claims	7,500.00	1,842.00	7,500.00	
01-3101-4175	Lease Payments	44,399.00	44,399.04	44,399.00	
01-3101-4200	Licenses	12,000.00	11,062.00	12,000.00	
01-3101-4205	Line Painting	20,000.00	19,916.87	20,400.00	
01-3101-4215	Maintenance Gravel	70,000.00	68,687.03	70,000.00	
01-3101-4220	Memberships and Dues	3,000.00	2,277.29	3,000.00	
01-3101-4235	Mileage	0.00	0.00	500.00	
01-3101-4245	Contracted Services	0.00	0.00		
01-3101-4260	Patching Hardtop	55,000.00	64,958.92	55,000.00	
01-3101-4265	Patching Loosetop	5,000.00	34,309.79	20,000.00	
01-3101-4270	Plant Materials/Tree Planting	3,000.00	1,795.13	3,000.00	
01-3101-4280	Plowing Equipment	10,000.00	3,920.54	8,000.00	
01-3101-4285	Postage & Shipping	200.00	23.89	200.00	
01-3101-4305	Repairs & Maintenance - Buildi	10,000.00	9,672.88	10,000.00	
01-3101-4310	Repairs & Maintenance - Equip	60,000.00	47,696.59	50,000.00	
01-3101-4320	Safety	38,000.00	39,807.84	40,000.00	
01-3101-4350	Salaries and Wages	865,680.00	821,928.15	895,500.00	

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 2 Accounts: 01-37??-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
01-3101-4355	Salaries Benefits	259,705.00	248,468.47	268,600.00	
01-3101-4400	Sand and Salt	250,000.00	174,782.35	215,000.00	
01-3101-4405	Seminars and Training	20,000.00	20,916.61	26,000.00	
01-3101-4410	Security Monitoring	1,500.00	952.56	1,000.00	
01-3101-4415	Service Agreements	20,000.00	18,780.66	20,800.00	
01-3101-4420	Shouldering	33,000.00	5,058.52	30,000.00	
01-3101-4425	Sidewalk Maintenance	20,000.00	17,156.99	20,000.00	
01-3101-4430	Supplies and Services	22,000.00	19,753.43	22,000.00	
01-3101-4435	Sweeping	24,000.00	15,609.98	24,000.00	
01-3101-4450	Telephone	2,200.00	2,085.42	1,700.00	
01-3101-4455	Tree Cutting	20,000.00	6,558.43	18,000.00	
01-3101-4460	Uniforms	10,000.00	7,476.76	10,000.00	
01-3101-4480	Weed Control	22,000.00	19,457.02	22,000.00	
01-3101-4485	Weekly Water Sampling	500.00	500.00	520.00	
01-3101-4500	Transfer to Bridge Reserve	190,000.00	190,000.00	100,000.00	
01-3101-4540	Transfers to Reserves	633,468.00	907,208.93	741,391.00	
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		3,479,117.00	3,519,593.89	3,563,556.00	
Total 3101 Roads Administration		1,297,645.00	2,078,201.29	-49,344.00	
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	90,000.00	81,347.50		
01-3200-7063	Capital - Rockwood Street Upgr	0.00	0.00		
01-3200-7064	Capital - Sidewalk Up-grades	201,000.00	9,279.67		
01-3200-7071	Capital - Marden Shop Doors R	0.00	0.00		
01-3200-7074	Capital - Side Road 20 (Jones f	0.00	0.00		
01-3200-7078	Capital - Marden Shop Upgrade	15,000.00	7,256.20		
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	28,045.83		
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/Sanda	100,000.00	102,848.79		
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		
01-3200-7095	Capital - Bridge No. 21 Install E	0.00	0.00		

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 2 Accounts: 01-37??-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
01-3200-7096	Capital - RS1060 Twp Rd 3 Upg	10,000.00	6,827.48		
01-3200-7097	Capital - Dowler St (Shanley to	0.00	0.00		
01-3200-7098	Capital - Shanley St (Main to D	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	15,000.00	15,517.81		
01-3200-7103	Capital - Bruce Dale Covered St	20,000.00	8,954.88		
01-3200-7104	Capital - RS190 Woolwich/Pilki	280,000.00	2,051.06		
01-3200-7105	Capital - RS2240 Mill Road	13,500.00	15,395.45		
01-3200-7106	Capital - RS2300 Sideroad 20 E	8,000.00	3,418.42		
01-3200-7107	Capital - RS2310 Sideroad 20 E	10,000.00	3,418.42		
01-3200-7108	Capital - RS540 Eramosa Cres	5,000.00	2,718.90		
01-3200-7109	Capital - RS550 Gazer Cres	5,000.00	2,718.89		
01-3200-7110	Capital - RS530 Hillside Drive	5,000.00	2,718.90		
01-3200-7111	Capital - RS1040 Guelph Rd 1	6,000.00	2,392.89		
01-3200-7112	Capital - RS1050 Guelph Rd 1	6,000.00	2,392.89		
01-3200-7113	Capital - RS2060 Fife Road	8,000.00	3,076.58		
01-3200-7114	Capital - RS2050 Fife Road	2,000.00	1,709.21		
01-3200-7115	Capital - RS520 Promenade	6,000.00	2,718.90		
01-3200-7116	Capital - Bridge B005 Sixth Line	165,000.00	132,793.10		
01-3200-7117	Capital - B014 Third Line Road	13,200.00	19,406.65		
01-3200-7118	Capital - B2012 Fourth Line Bri	44,000.00	0.00		
01-3200-7119	Capital - B2013 Fourth Line Bri	44,000.00	0.00		
01-3200-7120	Capital - B3006 Third Line Brid	46,200.00	0.00		
01-3200-7121	Capital - B3007 Mill Road Brid	10,000.00	1,507.87		
01-3200-7122	Capital - Street Light Upgrades	330,000.00	51,858.29		
01-3200-7123	Capital - Victoria St Resurfaci	0.00	30,216.77		
01-3200-7124	Capital - Wellington St Resurfa	0.00	32,650.31		
01-3200-7125	Capital - Bridge St Surfacing R	0.00	10,230.18		
01-3200-7126	Capital - 7th Line Guiderail Upg	0.00	13,767.11		
01-3200-7127	Capital - Holder - Tractor/Plow!	0.00	0.00		
01-3200-9999	Capital	0.00	0.00	2,932,000.00	
Total Expense		1,457,900.00	597,238.94	2,932,000.00	
Total 3200 Capital Expenditures - Transportation Services		1,457,900.00	597,238.94	2,932,000.00	
3601 Ricenburg					
Revenue					
01-3601-3020	Tax Rev - Street Lights	-1,218.00	-1,217.99	-1,218.00	
Total Revenue		-1,218.00	-1,217.99	-1,218.00	
Expense					
01-3601-4160	Hydro	867.00	913.40	743.00	
01-3601-4310	Repairs & Maint - Equipment	204.00	0.00		
01-3601-4510	Transfer to Capital Reserve	147.00	147.00	475.00	
Total Expense		1,218.00	1,060.40	1,218.00	
Total 3601 Ricenburg		0.00	-157.59		
3602 Hartfield					
Revenue					

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 2 Accounts: 01-3???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
01-3602-3020	Tax Rev - Street Lights	-819.00	-818.99	-715.00	
01-3602-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-819.00	-818.99	-715.00	
Expense					
01-3602-4160	Hydro	530.00	575.59	565.00	
01-3602-4310	Repairs & Maint - Equipment	255.00	100.23		
01-3602-4510	Transfer to Capital Reserve	34.00	34.00	150.00	
Total Expense		819.00	709.82	715.00	
Total 3602 Hartfield		0.00	-109.17		
3603 Kaine Hill					
Revenue					
01-3603-3020	Tax Rev - Street Lights	-293.00	-293.01	-293.00	
01-3603-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-293.00	-293.01	-293.00	
Expense					
01-3603-4160	Hydro	234.00	270.37	267.00	
01-3603-4310	Repairs & Maint - Equipment	26.00	73.27		
01-3603-4510	Transfer to Capital Reserve	33.00	33.00	26.00	
Total Expense		293.00	376.64	293.00	
Total 3603 Kaine Hill		0.00	83.63		
3604 Woodfield					
Revenue					
01-3604-3020	Tax Rev - Street Lights	-1,226.00	-1,226.03	-1,226.00	
Total Revenue		-1,226.00	-1,226.03	-1,226.00	
Expense					
01-3604-4160	Hydro	704.00	755.92	810.00	
01-3604-4310	Repairs & Maint - Equipment	106.00	0.00		
01-3604-4510	Transfer to Capital Reserve	416.00	416.00	416.00	
Total Expense		1,226.00	1,171.92	1,226.00	
Total 3604 Woodfield		0.00	-54.11		
3605 Edgehill					
Revenue					
01-3605-3020	Tax Rev - Street Lights	-1,608.00	-1,608.06	-1,608.00	
01-3605-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-1,608.00	-1,608.06	-1,608.00	

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 2 Accounts: 01-3???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
Expense					
01-3605-4160	Hydro	1,009.00	1,075.19	1,087.00	
01-3605-4310	Repairs & Maint - Equipment	78.00	0.00		
01-3605-4510	Transfer to Capital Reserve	521.00	521.00	521.00	
Total Expense		1,608.00	1,596.19	1,608.00	
Total 3605 Edgehill		0.00	-11.87		
3606 Huntington					
Revenue					
01-3606-3020	Tax Rev - Street Lights	-2,827.00	-2,827.08	-2,800.00	
01-3606-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-2,827.00	-2,827.08	-2,800.00	
Expense					
01-3606-4160	Hydro	1,683.00	1,780.04	1,750.00	
01-3606-4310	Repairs & Maint - Equipment	208.00	0.00		
01-3606-4510	Transfer to Capital Reserve	936.00	936.00	1,050.00	
Total Expense		2,827.00	2,716.04	2,800.00	
Total 3606 Huntington		0.00	-111.04		
3607 Cross Creek					
Revenue					
01-3607-3020	Tax Rev - Street Lights	-16,292.00	-16,292.00	-13,000.00	
01-3607-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-16,292.00	-16,292.00	-13,000.00	
Expense					
01-3607-4160	Hydro	6,783.00	5,902.44	6,800.00	
01-3607-4310	Repairs & Maint - Equipment	3,329.00	1,396.65		
01-3607-4510	Transfer to Capital Reserve	6,180.00	6,180.00	6,200.00	
Total Expense		16,292.00	13,479.09	13,000.00	
Total 3607 Cross Creek		0.00	-2,812.91		
3608 Ariss Glen					
Revenue					
01-3608-3020	Tax Rev - Street Lights	-1,693.00	-1,692.99	-1,690.00	
01-3608-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-1,693.00	-1,692.99	-1,690.00	
Expense					
01-3608-4160	Hydro	1,147.00	1,046.78	1,150.00	
01-3608-4310	Repairs & Maint - Equipment	441.00	173.50		
01-3608-4510	Transfer to Capital Reserve	105.00	105.00	540.00	

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 2 Accounts: 01-3???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
Total Expense		1,693.00	1,325.28	1,690.00	
Total 3608 Ariss Glen		0.00	-367.71		
3609 Rockwood					
Revenue					
01-3609-3020	Tax Rev - Street Lights	-48,654.00	-48,653.56	-54,000.00	
01-3609-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-48,654.00	-48,653.56	-54,000.00	
Expense					
01-3609-4160	Hydro	33,354.00	40,296.54	38,700.00	
01-3609-4310	Repairs & Maint - Equipment	10,200.00	21,792.79	10,200.00	
01-3609-4510	Transfer to Capital Reserve	5,100.00	5,100.00	5,100.00	
Total Expense		48,654.00	67,189.33	54,000.00	
Total 3609 Rockwood		0.00	18,535.77		
3610 Walkerbrae					
Revenue					
01-3610-3020	Tax Rev - Street Lights	-5,757.00	-5,757.02	-2,800.00	
01-3610-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-5,757.00	-5,757.02	-2,800.00	
Expense					
01-3610-4160	Hydro	1,811.00	1,473.52	1,800.00	
01-3610-4310	Repairs & Maint - Equipment	2,448.00	0.00		
01-3610-4510	Transfer to Capital Reserve	1,498.00	1,498.00	1,000.00	
Total Expense		5,757.00	2,971.52	2,800.00	
Total 3610 Walkerbrae		0.00	-2,785.50		
3611 Ellenville					
Revenue					
01-3611-3020	Tax Rev - Street Lights	-1,002.00	-1,002.03	-1,000.00	
01-3611-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-1,002.00	-1,002.03	-1,000.00	
Expense					
01-3611-4160	Hydro	694.00	747.73	740.00	
01-3611-4310	Repairs & Maint - Equipment	204.00	0.00		
01-3611-4510	Transfer to Capital Reserve	104.00	104.00	260.00	
Total Expense		1,002.00	851.73	1,000.00	

General Ledger
Revenue and Expense Working Current Budget Report
 Up To Period 2 Accounts: 01-3???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
Total 3611 Ellenville		0.00	-150.30		
3612 Eden Mills					
Revenue					
01-3612-3020	Tax Rev - Street Lights	-9,890.00	-9,975.17	-9,800.00	
01-3612-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-9,890.00	-9,975.17	-9,800.00	
Expense					
01-3612-4160	Hydro	6,824.00	7,116.79	7,100.00	
01-3612-4310	Repairs & Maint - Equipment	2,754.00	697.57		
01-3612-4510	Transfer to Capital Reserve	312.00	312.00	2,700.00	
Total Expense		9,890.00	8,126.36	9,800.00	
Total 3612 Eden Mills		0.00	-1,848.81		
3613 Ariss Valley					
Revenue					
01-3613-3020	Tax Rev - Street Lights	-1,855.00	-1,855.04	-1,850.00	
01-3613-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-1,855.00	-1,855.04	-1,850.00	
Expense					
01-3613-4160	Hydro	1,547.00	1,663.17	1,550.00	
01-3613-4310	Repairs & Maint - Equipment	204.00	188.76		
01-3613-4510	Transfer to Capital Reserve	104.00	104.00	300.00	
Total Expense		1,855.00	1,955.93	1,850.00	
Total 3613 Ariss Valley		0.00	100.89		

TOWNSHIP OF GUELPH/ERAMOSA
2016
CAPITAL FORECAST

Township of Guelph/Ermosa - Public Works 2016 Capital Expenditures		SOURCE OF FINANCING					
DESCRIPTION OF EXPENDITURE	TOTAL COST	GRANTS/GAS TAX	OTHER	RESERVES	Development Charges	Shared Cost Boundary Road	DEBENTURE
Capital - Replace Pick up (Unit 109)	\$ 42,000.00			\$ 42,000.00			
Capital - New Sidewalk Flow 01-3200-7127	\$ 115,000.00			\$ 54,006.00	\$ 60,994.00		
Capital - Brucadale Covered Storage 01-3200-7103	\$ 180,000.00			\$ 15,315.00	\$ 164,685.00		
Capital - Woolwich/Pikington Townline (RS190) From Sideroad 18 to 1.034km E of SR 18 01-3200-7104	\$ 290,000.00	\$ 145,000.00		\$ -		\$ 145,000.00	\$ -
Capital - County Road 27 Sidewalk 01-3200-7064	\$ 230,000.00		\$ 230,000.00				
Capital - Mill Road (RS2240) From Watson Road to Jones Baseline 01-3200-7106	\$ 990,000.00			\$ -			\$ 990,000.00
Capital - Ermosa Crescent (RS540) From Hillside Drive to 0.222 km S of Hillside Drive 01-3200-7108	\$ 97,000.00			\$ 92,000.00			\$ -
Capital - Gazer Cres (RS550) From Hillside Drive to 0.195km N of Hillside Drive 01-3200-7109	\$ 82,000.00			\$ 82,000.00			\$ -
Capital - Hillside Drive (RS530) From County Rd 124 to Gazer Cres 01-3200-7110	\$ 103,000.00			\$ 103,000.00			\$ -
Capital - Barden Street (RS0580) From York Street to 0.102 km North of York Street	\$ 53,000.00			\$ 53,000.00			\$ -
Capital - Passmore & Balaclava Intersection Drainage Improvements	\$ 45,000.00			\$ 45,000.00			\$ -
Capital - B3007 Mill Road Bridge Rehabilitation 01-3200-7121	\$ 230,000.00	\$ -		\$ -			\$ 230,000.00
Capital - Stormwater Management Facilities Inventory and Assessment and Storm sewer Inventory	\$ 30,000.00			\$ 30,000.00			
Capital - Street Light Upgrades (Rockwood) 01-3200-7122	\$ 330,000.00			\$ 130,000.00			\$ 200,000.00

TOWNSHIP OF GUELPH/ERAMOSA
2016

CAPITAL FORECAST

Capital - Highway 7 and MacLennan/Dunbar IPS	\$ 60,000.00				\$ 60,000.00				
Capital - County Road 27 IPS	\$ 60,000.00				\$ 60,000.00				
Total	\$ 2,932,000.00	\$ 145,000.00	\$ 230,000.00	\$ 766,321.00	\$ 225,679.00	\$ 145,000.00	\$ 145,000.00	\$ 1,420,000.00	

Funding:

Equipment Reserves	\$ 96,005.00
Capital Reserves - Other	\$ 165,315.00
Gas Tax Reserve	\$ 145,000.00
Capital Reserves - Roads	\$ 260,217.00
Hydro Fund Reserves	\$ 230,000.00
Financing	\$ 1,220,000.00
OCIF Funding	\$ 114,783.00
Street Light Debenture	\$ 200,000.00
Street Light Reserves	\$ 130,000.00
Shared Costs - Boundary Road	\$ 145,000.00
Development Charges	\$ 225,679.00
Total	\$ 2,932,000.00

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	Public Works Pick-up Replacement				
Asset Name:		Asset ID:			
Project Category:	Roads	G.L. Acct: 01-3200-			
Project Department Priority:	High				
Project Description:	Life Cycle Replacement of Public Works Pick-up.				
Project Justification:	Public Works Pick up-number 109 is a 2005 model year. Based on 10 year replacement cycle, a new pick up is required. Extended cab model is proposed to provide operational versatility.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
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 #	\$ 42,000.00				
Taxation					
Gas Tax					
OCIF					
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		
Feb 5, 2016					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	New Sidewalk Plow				
Asset Name:		Asset ID:			
Project Category:	Roads	G.L. Acct: 01-3200-7127			
Project Department Priority:	High				
Project Description:	New Sidewalk Plow - Holder Tractor Plow and Blower.				
Project Justification:	Additional Sidewalk Plow required to accommodate growth in Rockwood as per DC background Study. Plow with a narrower wheelbase was sourced and pre-approved for 2016 budget capital purchase by Council resolution in support of Public Works Report 15-14.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 115,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 115,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
A/C #	\$ 54,006.00				
Taxation					
Gas Tax					
OCIF					
Financing					
Development Charges	\$ 60,994.00				
User Fees					
Other					
Total	\$ 115,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
Feb 5, 2016					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

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.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 150,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 15,000.00				
Geo Technical Fees					
Legal Fees					
Contingency	\$ 15,000.00				
Total	\$ 180,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
A/C #	\$ 15,315.00				
Taxation					
Gas Tax					
OCIF					
Financing					
Development Charges	\$ 164,685.00				
User Fees					
Other					
Total	\$ 180,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
Feb 5, 2016					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET		
Department:	Roads	
Project Name:	Crowsfoot Road Resurfacing	
Asset Name:	Woolwich/Pilkington Townline	Asset ID: 190
Project Category:	Roads	G.L. Acct: 01-3200-7104
Project Department Priority:		
Project Description:	Pulverize and re-pave approximately one kilometer of existing asphalt road.	
Project Justification:	Woolwich/Pilkington Townline (Crowsfoot) Road is at the top of remaining roads on Ten Year Capital Improvement Plan from Roads Needs Study. Low PCI coupled with a high traffic volume. Boundary road requiring cost share with Woolwich.	

CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 270,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency	\$ 20,000.00				
Total	\$ 290,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #					
Taxation					
Gas Tax	\$ 145,000.00				
OCIF					
Financing					
Development Charges					
User Fees					
Other	\$ 145,000.00				
Total	\$ 290,000.00	\$ -	\$ -	\$ -	\$ -

NET OPERATING COSTS	
Estimated Completion Date:	
New Operating costs per year:	
Amount:	
Submitted By	Department Head
Feb 5, 2016	
Date Prepared	Reviewed by Director of Finance

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	County Road 27 Sidewalk				
Asset Name:		Asset ID:			
Project Category:	Roads	G.L. Acct: 01-3200-7064			
Project Department Priority:	High				
Project Description:	Construction of municipal sidewalk on west side of County Road 27 from entrance to new school to Rockmosa entrance.				
Project Justification:	Safety requirement for pedestrian traffic to new school along County Road. Sidewalk work tendered as part of servicing works along County Rod 27 by the WCDSB.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 195,000.00				
Sub-Contracting/Equipment Rental					
Consulting Fees	\$ 20,000.00				
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency	\$ 15,000.00				
Total	\$ 230,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #					
Taxation					
Gas Tax					
OCIF					
Financing					
Development Charges					
User Fees					
Other: Hydro Reserves	\$ 230,000.00				
Total	\$ 230,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
Nov 16,2015					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	Mill Road Reconstruction				
Asset Name:	Mill Road - Watson Road to Jones Baseline	Asset ID:		2240	
Project Category:	Roads	G.L. Acct:		01-3200-7105	
Project Department Priority:					
Project Description:	Reconstruction of Mill Road - Primarily Mill and Pave with some shoulder work and small sections of full depth reconstruction.				
Project Justification:	Mill Road is at the top of remaining roads on Ten Year Capital Improvement Plan from Roads Needs Study. Coordinate Road Improvement with rehab of Bridge 3007.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2018	2020
Capital Purchases	\$ 800,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 85,000.00				
Geo Technical Fees	\$ 5,000.00				
Legal Fees					
Contingency	\$ 100,000.00				
Total	\$ 990,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #					
Taxation					
Gas Tax					
OCIF					
Financing	\$ 990,000.00				
Development Charges					
User Fees					
Other					
Total	\$ 990,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
Feb 5, 2016					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	Eramosa Crescent				
Asset Name:	Eramosa Crescent	Asset ID:		540	
Project Category:	Roads	G.L. Acct:		01-3200-7108	
Project Department Priority:					
Project Description:	Mill and pave approximately 222 metres of existing urban road including curb repair/replacement as required.				
Project Justification:	Eramosa Crescent along with other urban streets in Hillside/Promenade area are near the top of the remaining roads to be completed from the 2013 Roads Needs.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 77,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 7,000.00				
Geo Technical Fees					
Legal Fees					
Contingency	\$ 8,000.00				
Total	\$ 92,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
A/C #	\$ 92,000.00				
Taxation					
Gas Tax					
OCIF					
Financing					
Development Charges					
User Fees					
Other					
Total	\$ 92,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
Feb 5, 2016					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	Gazer Crescent Reconstruction				
Asset Name:	Gazer Crescent	Asset ID:		550	
Project Category:	Roads	G.L. Acct:		01-3200-7109	
Project Department Priority:					
Project Description:	Mill and pave approximately 192 metres of existing urban road including curb repair/replacement as required.				
Project Justification:	Gazer Crescent along with other urban streets in the Hillside/Promenade area are near the top of the remaining roads to be completed from the 2013 Roads Needs Study.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 67,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 7,000.00				
Geo Technical Fees					
Legal Fees					
Contingency	\$ 8,000.00				
Total	\$ 82,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #	\$ 82,000.00				
Taxation					
Gas Tax					
OCIF					
Financing					
Development Charges					
User Fees					
Other					
Total	\$ 82,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
Feb 5, 2016					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	Hillside Drive Reconstruction				
Asset Name:	Hillside Drive	Asset ID:		530	
Project Category:	Roads	G.L. Acct:		01-3200-7110	
Project Department Priority:					
Project Description:	Mill and pave approximately 282 metres of existing urban road including curb repair/replacement as required.				
Project Justification:	Hillside Drive along with other urban streets in the Hillside/Promenade are near the top of the remaining roads to be completed from the 2013 Roads Needs Study.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 87,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 7,000.00				
Geo Technical Fees					
Legal Fees					
Contingency	\$ 9,000.00				
Total	\$ 103,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #	\$ 103,000.00				
Taxation					
Gas Tax					
OCIF					
Financing					
Development Charges					
User Fees					
Other					
Total	\$ 103,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
Date Prepared			Reviewed by Director of Finance		
Feb 5, 2016					

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	Barden Street Reconstruction				
Asset Name:	Barden Street - 102 m north from York Street	Asset ID:		580	
Project Category:	Roads	G.L. Acct:		01-3200-	
Project Department Priority:					
Project Description:	Reconstruction of approximately 100 metres of existing semi urban road including retaining walls located within right of way.				
Project Justification:	Barden Street is at the top of the list in terms of existing Pavement Condition Index (PCI) remaining roads to be completed from the 2103 Roads Needs Study.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 46,000.00				
Sub-Contracting/Equipment Rental					
Consulting Fees					
Engineering/Survey Fees	\$ 5,000.00				
Geo Technical Fees					
Legal Fees					
Contingency	\$ 2,000.00				
Total	\$ 53,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
A/C #	\$ 53,000.00				
Taxation					
Gas Tax					
OCIF					
Financing					
Development Charges					
User Fees					
Other					
Total	\$ 53,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
Feb 5, 2016					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	Passmore & Balaclava Intersection & Drainage Improvements				
Asset Name:				Asset ID:	
Project Category:	Roads			G.L. Acct: 01-3200-	
Project Department Priority:					
Project Description:	Widen traveled portion of Passmore south of Balaclava and complete drainage improvements on Balaclava including curbing and storm sewer.				
Project Justification:	The travelled portion of Passmore is narrow due to parking resulting in boulevard impacts. Inadequate drainage on Balaclava approaching Passmore. Vehicles forced onto grassed boulevard.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 35,000.00				
Sub-Contracting/Equipment Rental					
Consulting Fees					
Engineering/Survey Fees	\$ 5,000.00				
Geo Technical Fees					
Legal Fees					
Contingency	\$ 5,000.00				
Total	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
A/C #	\$ 45,000.00				
Taxation					
Gas Tax					
OCIF					
Financing					
Development Charges					
User Fees					
Other					
Total	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
Feb 5, 2016					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	Bridge 3007 - Rehabilitation				
Asset Name:	Bridge 3007 - Mill Road	Asset ID:		882	
Project Category:	Bridges	G.L. Acct:		01-3200-7121	
Project Department Priority:					
Project Description:	Rehabilitation of Structure including installation of barrier system and roadside safety upgrades.				
Project Justification:	Coupled with Mill Road improvements from Watson to Jones Baseline as recommended in Road Needs Study, rehabilitation now would increase useful life and avoid costly replacement of structure and improve roadside safety immediately.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 190,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 20,000.00	\$ -			
Geo Technical Fees					
Legal Fees					
Contingency	\$ 20,000.00	\$ -			
Total	\$ 230,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #		\$ -			
Taxation					
Gas Tax					
OCIF					
Financing	\$ 230,000.00				
Development Charges					
User Fees					
Other					
Total	\$ 230,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
Feb 5, 2016					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

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: 01-3200-			
Project Department Priority:	High				
Project Description:	Stormwater Management Ponds and Storm Inventory for Asset Management.				
Project Justification:	Asset Management requirements increasing in 2016 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	2016	2017	2018	2019	2020
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		
Feb 5, 2016					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

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:	The 2015 Budget included a streetlight upgrade for the entire Township. The upgrades were divided in Guelph Hydro service area (Rockwood) and Hydro One (balance of Township) and the Hydro One service area was initiated for 2015. The program will be expanded to Rockwood in 2016.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
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 #	\$ 130,000.00				
Taxation					
Gas Tax					
OCIF					
Financing	\$ 200,000.00				
Development Charges					
User Fees					
Other					
Total	\$ 330,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
Feb 5, 2016					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	MacLennan & Hwy 7 IPS				
Asset Name:		Asset ID:			
Project Category:	Roads	G.L. Acct: 01-3200-			
Project Department Priority:					
Project Description:	Installation of a Intersection Pedestrian Signal (IPS) on Hwy 7 at MacLennan Street crossing.				
Project Justification:	Safety concerns have been identified at the Crosswalk School Crossing on Highway 7. MTO is completing studies. Preferred option IPS vs. full signals as well as final funding and timing to be determined through consultation with MTO.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 60,000.00				
Sub-Contracting/Equipment Rental					
Consulting Fees					
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 60,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
A/C #	\$ 60,000.00				
Taxation					
Gas Tax					
OCIF					
Financing					
Development Charges					
User Fees					
Other					
Total	\$ 60,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
Date Prepared			Reviewed by Director of Finance		
Feb 5, 2016					

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Roads				
Project Name:	County Road 27 Pedestrian Crossing (IPS)				
Asset Name:		Asset ID:			
Project Category:	Roads	G.L. Acct: 01-3200-			
Project Department Priority:					
Project Description:	Installation of a Intersection Pedestrian Signal (IPS) on Main Street North (County Road 27) for crossing for new WCDSB School.				
Project Justification:	Safety concerns over School crossings on major roads. Proposal to install IPS at onset of School cross walk associated with new WCDSB school scheduled for September 2016 opening.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 60,000.00				
Sub-Contracting/Equipment Rental					
Consulting Fees					
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 60,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #	\$ 60,000.00				
Taxation					
Gas Tax					
OCIF					
Financing					
Development Charges					
User Fees					
Other					
Total	\$ 60,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
Feb 5, 2016					
Date Prepared			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, 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 will be in various stages of design and construction in 2016. These projects include a new potable water supply well and pumphouse for Rockwood, upgrading the final sanitary sewer sections upstream of the Alma Street Pre-treatment Plant and the Alma Street Pre-treatment plant itself. These projects are funded through development charges and are also reflected in the current rates through the 2015 Water and Wastewater Rate Study. On the whole, the 2016 Environmental Services (Water and Wastewater) budget includes a net department requirement of \$7,942,178 compared to \$6,174,777 in 2015, which is an increase of \$1,767,401 or 28.6%. The net increase in 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:

The administration operating expenses for water includes an overall increase of \$83,909 (8.3%) from \$1,006,400 in 2015 to \$1,090,309 in 2016. The administration operating expenses for wastewater includes an overall increase of \$151,223 (13.5%) from \$1,120,782 in 2015 to \$1,272,005 in 2016. Specific changes in the water administration operating expenses include increases in budgeted spending over 2015 amounts for hydro, and contracted services for water testing in accordance with Ministry requirements. Wastewater administration operating expense changes include increases in budgeted spending over 2015 amounts for hydro and repairs and maintenance combined for equipment and mains. Wage and benefit increases including an infrastructure student and increases to reserve contributions to fund future capital and replacements in keeping with the 2015 Water and Wastewater Rate Study constitute the balance of the increases in both water and wastewater.

CAPITAL PROJECTS:

The 2016 Water Wastewater Department capital budget includes projects totalling \$1,521,500 and \$3,993,000 respectively.

The project summary for water includes two growth related projects: backup power for the Station Street Pumphouse and design, approvals and construction for a new water supply pumphouse. Other capital projects include new joint operations pick-up, water meter replacements in both Hamilton Drive and Rockwood, miscellaneous valve maintenance, a GUDI review of the Station Street wells and a SCADA study.

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. The other wastewater specific capital project is a SCADA communication upgrade.

General Ledger
Revenue and Expense Working Current Budget Report
 Up To Period 2 Accounts: 01-4???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
01-4101	Water Combined Services	-362,000.00	-137,271.30	-1,521,500.00	
01-4120	Capital Expenditures - Water	362,000.00	140,847.31	1,521,500.00	
01-4201	Rockwood	-3,659,000.00	-494,636.03	-3,993,000.00	
01-4202	Gazer Mooney	0.00	0.00		
01-4220	Capital Expenditures - Waste Water	3,659,000.00	495,028.04	3,993,000.00	
01-4300	Garbage	0.00	-59.12		
01-4400	Source Water Protection	0.00	0.00		
Total Revenues:		-6,174,777.00	-2,870,424.08	-7,942,178.00	
Total Expenses:		6,174,777.00	2,874,332.98	7,942,178.00	
Report Net:		0.00	3,908.90		

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 2 Accounts: 01-4???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
Fund: 01 General					
4101 Water Combined Services					
Revenue					
01-4101-3040	Penalty and interest	-8,000.00	-12,054.49	-7,600.00	_____
01-4101-3125	Miscellaneous Revenue	-15,000.00	-15,415.39	-10,000.00	_____
01-4101-3130	Financing	0.00	0.00	-1,244,880.00	_____
01-4101-3150	Grants	-15,000.00	0.00	_____	_____
01-4101-3400	Tax Revenue - Frontage Charge	0.00	0.00	_____	_____
01-4101-3405	Water Meters	-7,450.00	-8,750.00	-5,500.00	_____
01-4101-3410	Meter Maintenance Charges	-94,000.00	-88,431.67	-226,800.00	_____
01-4101-3415	Water Charges - Rockwood	-587,662.00	-562,695.43	-648,125.00	_____
01-4101-3420	Water Charges - Former Guelph	-133,400.00	-126,345.80	-130,396.00	_____
01-4101-3800	Deferred Capital Financing	0.00	-85,583.95	_____	_____
01-4101-3900	Transfer from Reserves	-221,888.00	-206,824.83	-246,388.00	_____
01-4101-3920	Transfer from Development Charge	-286,000.00	0.00	-92,120.00	_____
01-4101-3990	Gain on Disposal of Tangible Capital	0.00	0.00	_____	_____
Total Revenue		-1,368,400.00	-1,106,101.56	-2,611,809.00	_____
Expense					
01-4101-4005	Advertising	750.00	667.87	750.00	_____
01-4101-4035	Communications	7,000.00	7,675.23	8,340.00	_____
01-4101-4042	Conservation Initiatives	1,000.00	850.00	1,000.00	_____
01-4101-4045	Debt Payments	43,128.00	43,128.00	43,128.00	_____
01-4101-4075	Fees - Audit	2,000.00	1,933.44	2,000.00	_____
01-4101-4080	Fees - Engineering	30,000.00	30,676.80	33,000.00	_____
01-4101-4090	Fees - Legal	500.00	107.46	500.00	_____
01-4101-4110	Fleet	16,000.00	9,131.37	18,000.00	_____
01-4101-4140	Grounds Maintenance	2,600.00	2,500.00	3,000.00	_____
01-4101-4150	Heating	0.00	0.00	200.00	_____
01-4101-4160	Hydro	67,000.00	69,571.32	73,340.00	_____
01-4101-4165	Insurance	30,782.00	30,782.00	32,900.00	_____
01-4101-4200	Licenses	1,000.00	610.00	1,000.00	_____
01-4101-4210	Locates	500.00	179.37	500.00	_____
01-4101-4220	Memberships and Dues	1,200.00	912.80	1,200.00	_____
01-4101-4225	Meter Reading	0.00	0.00	_____	_____
01-4101-4230	Meter Repairs	1,000.00	129.73	1,000.00	_____
01-4101-4245	Contracted Services	35,000.00	40,087.71	45,000.00	_____
01-4101-4285	Postage & Shipping	12,000.00	11,439.20	12,740.00	_____
01-4101-4305	Repairs & Maint - Buildings	2,500.00	941.20	2,800.00	_____
01-4101-4310	Repairs & Maint - Equipment	20,000.00	20,977.12	25,000.00	_____
01-4101-4317	Repairs & Maint - Water/WW Treatment	28,000.00	30,623.79	26,000.00	_____
01-4101-4320	Safety	3,000.00	2,090.32	3,060.00	_____
01-4101-4350	Salaries and Wages	278,200.00	294,479.77	295,000.00	_____
01-4101-4355	Salaries Benefits	83,450.00	90,214.17	92,500.00	_____
01-4101-4405	Seminars & Training	8,000.00	9,676.54	10,000.00	_____
01-4101-4415	Service Agreements	0.00	0.00	3,000.00	_____
01-4101-4430	Supplies and Services	47,000.00	32,040.97	51,500.00	_____
01-4101-4450	Telephone	4,000.00	2,519.12	4,500.00	_____
01-4101-4460	Uniforms	2,100.00	1,545.74	2,124.00	_____

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 2 Accounts: 01-4???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
01-4101-4470	Water Meter Stock	6,000.00	5,261.18	4,000.00	
01-4101-4510	Transfer to Capital Reserve	22,795.00	21,730.58	66,465.00	
01-4101-4530	Transfer to Life Cycling Res	137,636.00	131,901.46	96,015.00	
01-4101-4540	Transfers to Reserves	86,778.00	58,225.00	115,747.00	
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	25,481.00	16,221.00	15,000.00	
Total Expense		1,006,400.00	968,830.26	1,090,309.00	

Total 4101 Water Combined Services -362,000.00 -137,271.30 -1,521,500.00

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	4,000.00	4,055.14		
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	25,000.00	4,405.62		
01-4120-8018	Capital - New Rockwood Well 2	119,000.00	59,241.09		
01-4120-8019	Capital - New Pumping Station	69,000.00	10,881.58		
01-4120-8020	Capital - Watermain - River Cro	0.00	0.00		
01-4120-8021	Capital - Meter Replacements f	5,000.00	982.02		
01-4120-8022	Capital - Meter Replacements f	12,000.00	16,230.50		
01-4120-8023	Capital - Well Air Scouring HD	0.00	0.00		
01-4120-8024	Capital - New Well Pump & Mo	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	98,000.00	5,339.72		
01-4120-8029	Capital - Rebuild Chlorine Boar	0.00	0.00		
01-4120-8030	Capital - Wall Mounted Tubity	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 t	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 t	20,000.00	19,129.69		
01-4120-8039	Capital - Station Street Heating	2,000.00	338.82		
01-4120-8040	Capital - Huntington Drive Upgr	8,000.00	0.00		
01-4120-8041	Capital - Operational Facility	0.00	20,243.13		
01-4120-9999	Capital	0.00	0.00	1,521,500.00	
Total Expense		362,000.00	140,847.31	1,521,500.00	

Total 4120 Capital Expenditures - Water 362,000.00 140,847.31 1,521,500.00

4201 Rockwood

Revenue

01-4201-3040	Penalty and Interest	-4,000.00	0.00	-4,000.00	
01-4201-3125	Miscellaneous Revenue	0.00	-13.37		
01-4201-3130	Financing	0.00	0.00	-2,456,000.00	

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 2 Accounts: 01-4???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
01-4201-3400	Tax Revenue - Frontage Charge	0.00	0.00		
01-4201-3450	Sewer Charges	-911,958.00	-874,585.49	-1,112,600.00	
01-4201-3800	Deferred Capital Financing	0.00	-463,977.42		
01-4201-3900	Transfer from Reserves	-223,824.00	-332,975.88	-192,405.00	
01-4201-3920	Transfer from Development Charge	-3,640,000.00	0.00	-1,500,000.00	
01-4201-3990	Gain on Disposal of Tangible C	0.00	0.00		
Total Revenue		-4,779,782.00	-1,671,552.16	-5,265,005.00	
Expense					
01-4201-4035	Communications	2,200.00	2,631.04	2,200.00	
01-4201-4042	Conservation Initiatives	1,000.00	425.00	1,000.00	
01-4201-4045	Debenture Payments	0.00	0.00		
01-4201-4080	Fees - Engineering	10,000.00	41,295.62	10,200.00	
01-4201-4090	Fees - Legal	500.00	59,063.85	500.00	
01-4201-4100	Fees - Professional - Other	0.00	20,699.38		
01-4201-4110	Fleet	8,000.00	4,585.68	9,000.00	
01-4201-4140	Grounds Maintenance	2,000.00	2,000.00	2,500.00	
01-4201-4150	Heating	0.00	0.00		
01-4201-4160	Hydro	13,000.00	24,190.20	25,000.00	
01-4201-4165	Insurance	10,913.00	10,913.00	11,131.00	
01-4201-4170	Insurance Claims	0.00	0.00		
01-4201-4200	Licenses	500.00	305.00	500.00	
01-4201-4220	Memberships and Dues	800.00	0.00	816.00	
01-4201-4245	Contracted Services	5,000.00	6,375.40	7,500.00	
01-4201-4305	Repairs & Maint - Building	1,700.00	1,390.43	1,725.00	
01-4201-4310	Repairs & Maint - Equipment	25,000.00	8,390.83	25,500.00	
01-4201-4317	Repairs & Maint - Water/WW W	20,000.00	41,073.51	30,000.00	
01-4201-4320	Safety	1,500.00	0.00	1,530.00	
01-4201-4350	Salaries and Wages	139,100.00	147,239.89	147,500.00	
01-4201-4355	Salaries Benefits	41,725.00	45,107.08	46,250.00	
01-4201-4405	Seminars and Training	5,000.00	0.00	5,100.00	
01-4201-4415	Service Agreements	0.00	0.00	2,000.00	
01-4201-4430	Supplies and Services	20,000.00	7,727.62	18,400.00	
01-4201-4450	Telephone	2,000.00	925.20	2,040.00	
01-4201-4460	Uniforms	500.00	0.00	510.00	
01-4201-4475	WW Treatment City of Guelph	420,000.00	411,095.40	436,000.00	
01-4201-4510	Transfer to Capital Reserve	45,000.00	50,000.00	110,254.00	
01-4201-4530	Transfer to Life Cycling Res	178,391.00	178,391.00	155,405.00	
01-4201-4540	Transfers to Reserves	155,405.00	105,000.00	207,665.00	
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	11,548.00	8,111.00	11,779.00	
Total Expense		1,120,782.00	1,176,916.13	1,272,005.00	
Total 4201 Rockwood		-3,659,000.00	-494,636.03	-3,993,000.00	
4202 Gazer Mooney					
Revenue					
01-4202-3125	Miscellaneous Revenue	-3,000.00	-3,147.40	-3,200.00	
01-4202-3450	Sewer Charges	-16,695.00	-16,694.94	-17,864.00	

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 2 Accounts: 01-4???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
01-4202-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-19,695.00	-19,842.34	-21,064.00	
Expense					
01-4202-4080	Fees - Engineering	0.00	0.00		
01-4202-4090	Fees - Legal	0.00	0.00		
01-4202-4160	Hydro	3,000.00	3,147.40	3,200.00	
01-4202-4305	Repairs & Maint - Building	0.00	0.00		
01-4202-4310	Repairs & Maint - Equipment	0.00	0.00		
01-4202-4317	Repairs & Maint - Water/WW W	0.00	0.00		
01-4202-4415	Service Agreements	0.00	0.00		
01-4202-4540	Transfers to Reserves	16,695.00	16,694.94	17,864.00	
Total Expense		19,695.00	19,842.34	21,064.00	
Total 4202 Gazer Mooney		0.00	0.00		

4220 Capital Expenditures - Waste Water

Expense					
01-4220-8041	Capital - Operational Space	0.00	20,243.14		
01-4220-8502	Capital - Flush & Video Sewers	0.00	0.00		
01-4220-8505	Capital - Wastewater Rate Stud	0.00	14,431.18		
01-4220-8517	Capital - Upgrade Sewer Main f	0.00	0.00		
01-4220-8518	Capital - Valley Rd SPS Pumps	0.00	26,561.14		
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	3,200,000.00	306,151.81		
01-4220-8522	Capital - EA Sewage Treatment	0.00	0.00		
01-4220-8523	Capital - Lou's Blvd SPS Pump	13,000.00	7,990.20		
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 Str	0.00	5,019.40		
01-4220-8528	Capital - Alma St Trunk Sewer I	440,000.00	106,001.93		
01-4220-8529	Capital - Transmission Main Up	0.00	0.00		
01-4220-8530	Capital - Ridge Road SPS - Pur	6,000.00	8,629.24		
01-4220-9999	Capital	0.00	0.00	3,993,000.00	
Total Expense		3,659,000.00	495,028.04	3,993,000.00	
Total 4220 Capital Expenditures - Waste Water		3,659,000.00	495,028.04	3,993,000.00	

4300 Garbage

Revenue					
01-4300-3475	Garbage User Fees	-6,600.00	-8,055.00	-8,000.00	
01-4300-3480	Composters	-300.00	-292.05	-300.00	
Total Revenue		-6,900.00	-8,347.05	-8,300.00	
Expense					
01-4300-4115	Garbage Bags	6,900.00	8,287.93	8,300.00	
Total Expense		6,900.00	8,287.93	8,300.00	

General Ledger
Revenue and Expense Working Current Budget Report
 Up To Period 2 Accounts: 01-4???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
Total 4300 Garbage		0.00	-59.12		
4400 Source Water Protection					
Revenue					
01-4400-3150	Grants	0.00	-15,000.00	-15,000.00	
01-4400-3225	Tax Rev - Septic Inspection Fee	0.00	0.00	-21,000.00	
01-4400-3900	Transfer from Reserves	0.00	-49,580.97		
Total Revenue		0.00	-64,580.97	-36,000.00	
Expense					
01-4400-4430	Supplies and Services	0.00	49,580.97	36,000.00	
01-4400-4540	Transfer to Reserves	0.00	15,000.00		
Total Expense		0.00	64,580.97	36,000.00	
Total 4400 Source Water Protection		0.00	0.00		

TOWNSHIP OF GUELPH/ERAMOSA
2016
CAPITAL FORECAST

Township of Guelph/Ermosa - Water 2016 Capital Expenditures		SOURCE OF FINANCING						
	TOTAL COST	GRANTS	DEVELOPMENT CHARGES	RESERVES	REVENUE	DEBTURE	OTHER	
Capital - Station Street Standby Power 01-4120-8028	\$ 151,000.00		\$ 92,120.00			\$ 58,880.00		
Capital - New Pumping Station Rockwood 2C 01-4120-8019	\$ 1,106,000.00					\$ 1,106,000.00		
Capital - SCADA Study (Combined Water & Wastewater) 01-4120-8017	\$ 21,500.00			\$ 21,500.00				
Capital - Watermeter Replacements Hamilton Drive 01-4120-8021	\$ 3,000.00			\$ 3,000.00				
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 - New Pick-up (Combined Operations Vehicle)	\$ 29,000.00			\$ 29,000.00				
Lifecycle - Hamilton Drive Standpipe - Anode Replacement and sealing	\$ 65,000.00			\$ 65,000.00				
Capital - Misc Valve Maintenance & Electrical	\$ 31,000.00			\$ 31,000.00				
Capital - Station Street GUDI Review Study	\$ 25,000.00			\$ 25,000.00				
Total	\$ 1,521,500.00	\$ -	\$ 92,120.00	\$ 184,500.00	\$ -	\$ 1,244,880.00	\$ -	

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET	
Department:	Water
Project Name:	Station Street Standby Power
Asset Name:	Asset ID:
Project Category:	Water G.L. Acct: 01-4120-8028
Project Department Priority:	High
Project Description:	Provide backup power for Station Street well and pumphouse.
Project Justification:	Growth related project covered by Development Charges required to support critical water supply requirements.

CAPITAL PROJECT COSTING AND FUNDING					
Costs	2015	2016	2017	2018	2019
Capital Purchases	\$ 131,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 5,000.00				
Geo Technical Fees					
Legal Fees					
Contingency	\$ 15,000.00				
Total	\$ 151,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
A/C #					
Taxation					
Gas Tax					
Financing	\$ 58,880.00				
Development Charges	\$ 92,120.00	\$ -	\$ -		
User Fees					
Other					
Total	\$ 151,000.00	\$ -	\$ -	\$ -	\$ -

NET OPERATING COSTS	
Estimated Completion Date:	
New Operating costs per year:	
Amount:	
Submitted By	Department Head
February 5, 2016	
Date Prepared	Reviewed by Director of Finance

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

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				
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	2016	2017	2018	2019	2020
Capital Purchases	\$ 900,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 130,000.00				
Geo Technical Fees					
Legal Fees					
Contingency	\$ 76,000.00				
Total	\$1,106,000.00	\$ -		\$ -	\$ -
Funding					
Transfer from Reserve A/C #					
Taxation					
Gas Tax					
Financing	\$1,106,000.00				
Development Charges			\$ -		
User Fees					
Other					
Total	\$1,106,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
February 5, 2016					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Water / Wastewater				
Project Name:	SCADA Study				
Asset Name:		Asset ID:			
Project Category:	Water/ Wastewater	G.L. Acct: 01-4120-8017			
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				
Gas Tax					
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		
February 5, 2016					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Water				
Project Name:	Water Meter Replacements - Hamilton Drive				
Asset Name:		Asset ID:			
Project Category:	Water	G.L. Acct: 01-4120-8021			
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	2016	2017	2018	2019	2020
Capital Purchases	\$ 3,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
A/C #	\$ 3,000.00				
Taxation					
Gas Tax					
Financing					
Development Charges		\$ -	\$ -		
User Fees					
Other					
Total	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
February 5, 2016					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET		
Department:	Water	
Project Name:	Water Meter Replacements - Rockwood	
Asset Name:		Asset ID:
Project Category:	Water	G.L. Acct: 01-4120-8022
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	2016	2017	2018	2019	2020
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					
A/C #	\$ 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
February 5, 2016	
Date Prepared	Reviewed by Director of Finance

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

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:	Buildings	G.L. Acct: 01-4120-8041			
Project Department Priority:	High	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 content.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 100,000.00	\$ 300,000.00			
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 20,000.00	\$ 30,000.00			
Geo Technical Fees					
Legal Fees					
Contingency		\$ 50,000.00			
Total	\$ 120,000.00	\$ 380,000.00	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #					
Taxation					
Gas Tax					
Water Financing	\$ 80,000.00	\$ 230,000.00			
Wastewater Financing	\$ 40,000.00	\$ 150,000.00			
Development Charges			\$ -		
User Fees					
Other					
Total	\$ 120,000.00	\$ 380,000.00	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	September 2017				
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
February 5, 2016					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Water/Wastewater				
Project Name:	New Pick-up - Water and Wastewater				
Asset Name:	New Pick-up - Water and Wastewater	Asset ID:			
Project Category:	Fleet	G.L. Acct: 01-4120-			
Project Department Priority:	High	01-4220-			
Project Description:	Acquisition of a new water/wastewater operations vehicle.				
Project Justification:	New vehicle required to outfit existing staff contingent.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
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 Water Reserve	\$ 29,000.00				
Transfer from Wastewater Reserve	\$ 13,000.00				
Gas Tax					
OCIF					
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		
February 5, 2016					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Water				
Project Name:	Hamilton Drive Standpipe - Sealing and cleaning				
Asset Name:	Hamilton Drive Standpipe	Asset ID:			
Project Category:	Water	G.L. Acct:			
Project Department Priority:	High				
Project Description:	Regular cleaning and sealing of standpipe.				
Project Justification:	Required maintenance item for standpipe.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 65,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 65,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #	\$ 65,000.00				
Taxation					
Gas Tax					
Financing					
Development Charges		\$ -	\$ -		
User Fees					
Other					
Total	\$ 65,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
February 5, 2016					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Water				
Project Name:	Miscellaneous Minor Capital Works				
Asset Name:		Asset ID:			
Project Category:	Water	G.L. Acct:			
Project Department Priority:	High				
Project Description:	Miscellaneous minor capital projects at various water facilities including maintenance on well pump PRV and pumphouse clay valves, replacement of chlorine analyzer and silicate pump at Station Street, PRV maintenance at Booster Station, Huntington well pump PRV maintenance, Cross Creek high lift PRV maintenance and sump pump replacement at Hamilton Drive Standpipe.				
Project Justification:	On-going regular maintenance requirements.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 31,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 31,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
A/C #	\$ 31,000.00				
Taxation					
Gas Tax					
Financing					
Development Charges		\$ -	\$ -		
User Fees					
Other					
Total	\$ 31,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
February 5, 2016					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Water				
Project Name:	Station Street GUDI Review Study				
Asset Name:		Asset ID:			
Project Category:	Water	G.L. Acct: 01-4120-			
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.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
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 A/C #	\$ 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		
February 5, 2016					
Date Prepared			Reviewed by Director of Finance		

TOWNSHIP OF GUELPH/ERAMOSA
2016
CAPITAL FORECAST

Township of Guelph/Ermosa - Waste Water 2016 Capital Expenditures		SOURCE OF FINANCING						
	TOTAL COST	GRANTS	DEVELOPMENT CHARGES	RESERVES	REVENUE	DEBENTURE	OTHER	
Capital - Alma Street Pretreatment Plant 01-4220-8521	\$ 3,340,000.00		\$ 1,500,000.00			\$ 1,840,000.00		
Capital - Trunk Sewer Upgrades 01-4220-8528	\$ 576,000.00					\$ 576,000.00		
Capital - New Operational Space (Combined Water & Wastewater) 01-4220-8041	\$ 40,000.00					\$ 40,000.00		
Capital - New Pick-up (Combined Operations Vehicle)	\$ 13,000.00			\$ 13,000.00				
Capital - SCADA Study (Combined Water & Wastewater) 01-4120-8017	\$ 9,000.00			\$ 9,000.00				
Capital - SCADA Communication Upgrade	\$ 15,000.00			\$ 15,000.00				
Total	\$ 3,993,000.00	\$ -	\$ 1,500,000.00	\$ 37,000.00	\$ -	\$ 2,456,000.00	\$ -	

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Wastewater				
Project Name:	Alma Street Pre-treatment Plant Upgrades				
Asset Name:		Asset ID:			
Project Category:	Wastewater	G.L. Acct: 01-4220-8521			
Project Department Priority:	High				
Project Description:	Upgrade the existing Alma Street Pre-treatment Plant and provide equalization storage to support growth.				
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	2016	2017	2018	2019	2020
Capital Purchases	\$ 3,000,000.00	\$ 800,000.00			
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 200,000.00	\$ 100,000.00			
Geo Technical Fees					
Legal Fees					
Contingency	\$ 140,000.00	\$ 100,000.00			
Total	\$ 3,340,000.00	\$ 1,000,000.00	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
A/C #					
Taxation					
Gas Tax					
Financing	\$ 1,840,000.00	\$ 1,000,000.00			
Development Charges	\$ 1,500,000.00		\$ -		
User Fees					
Other					
Total	\$ 3,340,000.00	\$ 1,000,000.00	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	March 2017				
New Operating costs per year:					
Amount:					
Submitted By			Department Head		
February 5, 2015					
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET		
Department:	Wastewater	
Project Name:	Alma Street Sanitary Sewer Replacement	
Asset Name:		Asset ID: 973,974,975,977
Project Category:	Wastewater	G.L. Acct: 01-4220-8528
Project Department Priority:		
Project Description:	Upgrade sanitary sewer size of final sections upstream of Alma Street Pre-treatment facility to accommodate increased flows.	
Project Justification:	Growth related project covered by Development Charges required to support growth related increase in sanitary flow.	

CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 460,000.00				
Sub-Contracting/Equipment Rental					
Engineering/Survey Fees	\$ 71,000.00				
Geo Technical Fees					
Legal Fees					
Contingency	\$ 45,000.00				
Total	\$ 576,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
A/C #					
Taxation					
Gas Tax					
Financing	\$ 576,000.00				
Development Charges					
User Fees					
Other					
Total	\$ 576,000.00	\$ -	\$ -	\$ -	\$ -

NET OPERATING COSTS

Estimated Completion Date:

New Operating costs per year:

Amount:

Submitted By	Department Head
February 5, 2016	
Date Prepared	Reviewed by Director of Finance

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PUBLIC WORKS CAPITAL PROJECT DETAIL SHEET					
Department:	Wastewater				
Project Name:	SCADA Communication Upgrade				
Asset Name:		Asset ID:			
Project Category:	Wastewater	G.L. Acct: 01-4120-			
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	2016	2017	2018	2019	2020
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 A/C #	\$ 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		
February 5, 2016					
Date Prepared			Reviewed by Director of Finance		

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 2 Accounts: 01-6???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
01-6101	Rockwood Town Hall	-17,589.00	-9,718.74	-4,213.00	
01-6103	Rockmosa	35,615.00	33,337.94	14,551.00	
01-6104	Eden Mills Community Centre	840.00	840.00	720.00	
01-6105	Marden Community Centre	8,796.00	6,092.02	7,653.00	
01-6106	Marden Park House	-39,369.00	-32,979.16	-3,167.00	
01-6108	Rockwood Library/Older Adult Centre	-55,716.00	-59,949.49	-9,088.00	
01-6109	Church St Property	6,709.00	3,474.35	141.00	
01-6120	Capital Expenditures - PLS Buildings	90,100.00	71,361.02	22,000.00	
01-6250	General Parks	734,209.00	756,951.15	747,464.00	
01-6252	Lloyd Dyer Park	11,510.00	8,530.05	11,147.00	
01-6253	Rockmosa Park	-31,744.00	-27,588.30	-1,078,400.00	
01-6256	Eden Mills Park	5,562.00	5,113.37	5,930.00	
01-6257	Marden Park/RDAPC	-66,506.00	-59,101.32	5,875.00	
01-6299	Capital Expenditures - PLS Parks	202,500.00	186,415.29	1,225,500.00	
Total Revenues:		-943,766.00	-1,118,728.52	-1,995,444.00	
Total Expenses:		1,828,683.00	2,001,506.70	2,941,557.00	
Report Net:		884,917.00	882,778.18	946,113.00	

General Ledger
Revenue and Expense Working Current Budget Report
 Up To Period 2 Accounts: 01-6???-???? by Department

Account	Description	2015 Total Budget	2015 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	-17,038.00	-17,038.32	-17,257.00	
01-6101-3900	Transfer from Reserves	-10,000.00	0.00		
Total Revenue		-27,038.00	-17,038.32	-17,257.00	
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	839.00	839.00	647.00	
01-6101-4305	Repairs & Maint - Building	3,000.00	820.09	6,500.00	
01-6101-4310	Repairs & Maint - Equipment	500.00	606.00	650.00	
01-6101-4410	Security Monitoring	488.00	468.00	497.00	
01-6101-4430	Supplies and Services	542.00	506.49	550.00	
01-6101-4450	Telephone	0.00	0.00		
01-6101-4540	Transfers to Reserves	4,080.00	4,080.00	4,200.00	
Total Expense		9,449.00	7,319.58	13,044.00	
Total 6101 Rockwood Town Hall		-17,589.00	-9,718.74	-4,213.00	
6103 Rockmosa					
Revenue					
01-6103-3125	Miscellaneous Revenue	-19,429.00	-19,511.48		
01-6103-3150	Grants	0.00	0.00		
01-6103-3600	Rental Income	-47,754.00	-41,222.40	-42,000.00	
01-6103-3640	Programming	0.00	0.00	-16,500.00	
01-6103-3900	Transfer from Reserves	0.00	0.00	-22,000.00	
Total Revenue		-67,183.00	-60,733.88	-80,500.00	
Expense					
01-6103-4005	Advertising	4,000.00	2,557.39	3,500.00	
01-6103-4030	Cleaning	10,000.00	9,564.00	10,000.00	
01-6103-4035	Communications	0.00	0.00	1,600.00	
01-6103-4120	Garbage Collection	0.00	0.00		
01-6103-4150	Heating	6,000.00	4,666.94	5,500.00	
01-6103-4160	Hydro	10,404.00	11,163.61	11,500.00	
01-6103-4165	Insurance	3,638.00	3,638.00	2,742.00	
01-6103-4175	Lease Payments	0.00	0.00		
01-6103-4300	Property Taxes	0.00	0.00		
01-6103-4305	Repairs & Maint - Building	17,000.00	11,035.98	10,000.00	
01-6103-4310	Repairs & Maint - Equipment	3,570.00	3,585.86	3,600.00	
01-6103-4350	Salaries and Wages	11,928.00	12,726.61	11,422.00	
01-6103-4355	Salaries Benefits	1,436.00	1,272.65	1,190.00	
01-6103-4410	Security Monitoring	488.00	468.00	497.00	
01-6103-4430	Supplies and Services	10,000.00	8,920.87	10,000.00	
01-6103-4450	Telephone	1,028.00	1,653.54		

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 2 Accounts: 01-6???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
01-6103-4463	Utilities	1,224.00	736.37	1,000.00	_____
01-6103-4540	Transfers to Reserves	22,082.00	22,082.00	22,500.00	_____
Total Expense		102,798.00	94,071.82	95,051.00	_____
Total 6103 Rockmosa		35,615.00	33,337.94	14,551.00	_____
6104 Eden Mills Community Centre					
Expense					
01-6104-4090	Fees - Legal	0.00	0.00	_____	_____
01-6104-4165	insurance	840.00	840.00	720.00	_____
01-6104-4310	Repairs & Maint - Equipment	0.00	0.00	_____	_____
01-6104-4485	Weekly Water Sampling	0.00	0.00	_____	_____
Total Expense		840.00	840.00	720.00	_____
Total 6104 Eden Mills Community Centre		840.00	840.00	720.00	_____
6105 Marden Community Centre					
Revenue					
01-6105-3125	Miscellaneous Revenue	-3,125.00	-999.01	_____	_____
01-6105-3600	Rental Income	-14,280.00	-15,148.12	-14,566.00	_____
01-6105-3640	Programming	0.00	0.00	-3,600.00	_____
01-6105-3900	Transfer From Reserves	0.00	0.00	_____	_____
Total Revenue		-17,405.00	-16,147.13	-18,166.00	_____
Expense					
01-6105-4005	Advertising	2,500.00	1,764.43	2,550.00	_____
01-6105-4030	Cleaning	2,800.00	2,400.00	2,856.00	_____
01-6105-4045	Debenture Payments	0.00	0.00	_____	_____
01-6105-4150	Heating	2,200.00	2,031.09	2,000.00	_____
01-6105-4160	Hydro	3,800.00	4,747.18	4,400.00	_____
01-6105-4165	Insurance	840.00	840.00	1,350.00	_____
01-6105-4305	Repairs & Maint - Building	2,550.00	1,810.37	2,500.00	_____
01-6105-4310	Repairs & Maint - Equipment	510.00	422.50	520.00	_____
01-6105-4350	Salaries and Wages	3,188.00	1,233.35	1,904.00	_____
01-6105-4355	Salaries Benefits	352.00	123.35	190.00	_____
01-6105-4410	Security Monitoring	488.00	468.00	497.00	_____
01-6105-4430	Supplies and Services	3,183.00	2,650.88	3,200.00	_____
01-6105-4485	Weekly Water Sampling	542.00	500.00	552.00	_____
01-6105-4540	Transfers to Reserves	3,248.00	3,248.00	3,300.00	_____
Total Expense		26,201.00	22,239.15	25,819.00	_____
Total 6105 Marden Community Centre		8,796.00	6,092.02	7,653.00	_____
6106 Marden Park House					
Revenue					
01-6106-3600	Rental Income	-10,000.00	-17,100.00	-22,800.00	_____
01-6106-3900	Transfer From Reserves	-45,100.00	-35,701.00	_____	_____

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 2 Accounts: 01-6???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
Total Revenue		-55,100.00	-52,801.00	-22,800.00	
Expense					
01-6106-4090	Fees - Legal	542.00	264.00		
01-6106-4165	Insurance	1,119.00	1,119.00	869.00	
01-6106-4300	Property Taxes	5,730.00	5,730.77	5,902.00	
01-6106-4305	Repairs & Maint - Building	4,000.00	5,402.19	8,500.00	
01-6106-4430	Supplies and Services	0.00	2,787.88		
01-6106-4485	Weekly Water Sampling	552.00	730.00	562.00	
01-6106-4540	Transfers to Reserves	3,788.00	3,788.00	3,800.00	
Total Expense		15,731.00	19,821.84	19,633.00	
Total 6106 Marden Park House		-39,369.00	-32,979.16	-3,167.00	
6108 Rockwood Library/Older Adult Centre					
Revenue					
01-6108-3150	Grant	-10,000.00	-10,000.00		
01-6108-3600	Rental Income	-68,068.00	-68,212.25	-69,770.00	
01-6108-3900	Transfer from Reserves	-25,000.00	-25,000.00		
01-6108-3920	Transfer From Development Cf	0.00	0.00		
Total Revenue		-103,068.00	-103,212.25	-69,770.00	
Expense					
01-6108-4030	Cleaning	0.00	0.00		
01-6108-4035	Communications	0.00	0.00	1,500.00	
01-6108-4045	Debenture Payment	20,721.00	17,070.85	33,855.00	
01-6108-4150	Heating	2,810.00	2,280.95	2,900.00	
01-6108-4160	Hydro	5,990.00	8,341.04	8,000.00	
01-6108-4165	Insurance	1,679.00	1,679.00	2,077.00	
01-6108-4220	Memberships and Dues	0.00	0.00		
01-6108-4235	Mileage	0.00	0.00		
01-6108-4305	Repairs & Maint - Building	3,641.00	4,339.09	3,000.00	
01-6108-4310	Repairs & Maint - Equipment	552.00	502.68	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	497.00	557.88	500.00	
01-6108-4430	Supplies and Services	5,610.00	2,255.49	2,000.00	
01-6108-4450	Telephone	0.00	0.00		
01-6108-4463	Utilities	650.00	1,033.78	1,000.00	
01-6108-4540	Transfers to Reserves	5,202.00	5,202.00	5,300.00	
Total Expense		47,352.00	43,262.76	60,682.00	
Total 6108 Rockwood Library/Older Adult Centre		-55,716.00	-59,949.49	-9,088.00	
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 2 Accounts: 01-6???-???? by Department

Account	Description	2015 Total Budget	2015 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	560.00	560.00	141.00	
01-6109-4300	Property Taxes	2,903.00	0.00		
01-6109-4305	Repairs & Maint - Building	1,061.00	729.35		
01-6109-4540	Transfers to Reserves	2,185.00	2,185.00		
Total Expense		6,709.00	3,474.35	141.00	
Total 6109 Church St Property		6,709.00	3,474.35	141.00	
6120 Capital Expenditures - PLS 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	30,000.00	23,016.00		
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	12,000.00	9,885.00		
01-6120-9042	Capital - Rockwood Library Era	35,000.00	35,860.02		
01-6120-9043	Capital - Marden House - AC U	3,100.00	2,800.00		
01-6120-9044	Capital - Townhall Upgrades	10,000.00	0.00		
01-6120-9999	Capital	0.00	0.00	22,000.00	
Total Expense		90,100.00	71,361.02	22,000.00	
Total 6120 Capital Expenditures - PLS Buildings		90,100.00	71,361.02	22,000.00	
6250 General Parks					
Revenue					
01-6250-3125	Miscellaneous Revenue	-14,500.00	-162,284.90	-12,500.00	
01-6250-3130	Financing	0.00	0.00		
01-6250-3150	Grants	-2,913.00	-44,404.00	-24,252.00	
01-6250-3640	Programming	0.00	-3,149.21	-15,000.00	
01-6250-3900	Transfer from Reserves	-17,000.00	-16,379.41	-152,788.00	
01-6250-3920	Transfer From Development Cf	-63,000.00	-54,465.00		
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		-97,413.00	-280,682.52	-204,540.00	
Expense					
01-6250-4005	Advertising	5,500.00	5,837.77	10,700.00	
01-6250-4035	Communications	7,000.00	9,307.15	9,500.00	
01-6250-4040	Computer Support	3,468.00	5,533.35	3,500.00	
01-6250-4070	Equipment Rental	3,060.00	2,863.39	2,800.00	
01-6250-4090	Fees - Legal	1,020.00	255.30	1,000.00	
01-6250-4100	Fees - Professional	2,500.00	3,312.00	2,550.00	

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 2 Accounts: 01-6???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
01-6250-4110	Fleet	12,000.00	15,046.60	14,000.00	
01-6250-4120	Garbage Collection	8,100.00	8,957.69	9,000.00	
01-6250-4160	Hydro	0.00	0.00		
01-6250-4165	Insurance	23,226.00	23,226.00	24,365.00	
01-6250-4175	Lease Payments	2,900.00	2,750.00	2,900.00	
01-6250-4220	Memberships and Dues	1,000.00	845.79	1,020.00	
01-6250-4235	Mileage	1,400.00	1,424.51	1,600.00	
01-6250-4250	Office Equipment	3,000.00	2,734.59	3,000.00	
01-6250-4270	Plant Materials/Tree Planting	5,412.00	5,409.57	6,000.00	
01-6250-4287	Programming	0.00	10,230.83	37,368.00	
01-6250-4305	Repairs & Maint - Building	0.00	0.00		
01-6250-4310	Repairs & Maint - Equipment	14,500.00	12,402.60	14,500.00	
01-6250-4315	Repairs & Maint - Playground E	11,220.00	10,968.40	8,000.00	
01-6250-4350	Salaries and Wages	455,840.00	477,775.53	509,176.00	
01-6250-4355	Salaries Benefits	142,840.00	140,261.38	142,569.00	
01-6250-4405	Seminars and Training	9,000.00	8,889.51	11,640.00	
01-6250-4430	Supplies and Services	19,000.00	20,025.61	20,000.00	
01-6250-4450	Telephone	162.00	20.91	165.00	
01-6250-4455	Tree Cutting	6,500.00	6,696.70	7,000.00	
01-6250-4460	Uniforms	3,500.00	3,379.58	3,500.00	
01-6250-4465	Vehicle Gas & Oil	24,500.00	21,128.94	22,000.00	
01-6250-4490	Winter Maintenance	2,550.00	0.00	2,601.00	
01-6250-4510	Transfer to Capital Reserve	0.00	0.00	15,000.00	
01-6250-4540	Transfers to Reserves	62,424.00	238,349.97	66,550.00	
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		831,622.00	1,037,633.67	952,004.00	
Total 6250 General Parks		734,209.00	756,951.15	747,464.00	
6252 Lloyd Dyer Park					
Revenue					
01-6252-3600	Rental Income	0.00	0.00		
01-6252-3610	Ball Diamond Rental	-3,502.00	-2,889.57	-3,000.00	
01-6252-3900	Transfer From Reserves	0.00	0.00		
Total Revenue		-3,502.00	-2,889.57	-3,000.00	
Expense					
01-6252-4035	Communications	0.00	0.00	1,050.00	
01-6252-4150	Heating	1,028.00	595.54	900.00	
01-6252-4160	Hydro	1,948.00	1,372.03	1,800.00	
01-6252-4300	Property Taxes	0.00	0.00		
01-6252-4305	Repairs & Maint - Building	5,000.00	2,225.82	4,900.00	
01-6252-4310	Repairs & Maint - Equipment	0.00	190.00		
01-6252-4315	Repairs & Maint - Playground E	520.00	520.00	500.00	
01-6252-4410	Security Monitoring	488.00	476.28	497.00	
01-6252-4430	Supplies and Services	5,000.00	5,454.35	4,500.00	
01-6252-4450	Telephone	1,028.00	585.60		

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 2 Accounts: 01-6???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
Total Expense		15,012.00	11,419.62	14,147.00	
Total 6252 Lloyd Dyer Park		11,510.00	8,530.05	11,147.00	
6253 Rockmosa Park					
Revenue					
01-6253-3150	Grants	0.00	0.00	-210,000.00	
01-6253-3500	Donation Revenue	0.00	0.00	-66,442.00	
01-6253-3605	Soccer Field Rentals	-5,100.00	-3,336.75	-6,000.00	
01-6253-3610	Ball Diamond Rental	-1,516.00	-1,152.35	-1,500.00	
01-6253-3900	Transfer from Reserves	-13,050.00	-7,255.00	-86,128.00	
01-6253-3920	Transfer From Development Cr	-31,950.00	-31,950.00	-729,430.00	
Total Revenue		-51,616.00	-43,694.10	-1,099,500.00	
Expense					
01-6253-4160	Hydro	2,705.00	3,025.86	3,100.00	
01-6253-4305	Repairs & Maint - Building	3,183.00	0.00	2,000.00	
01-6253-4310	Repairs & Maint - Equipment	270.00	83.00		
01-6253-4315	Repairs & Maint - Playground E	3,714.00	2,003.12	1,500.00	
01-6253-4316	Repairs and Maintenance - Spli	0.00	0.00	8,000.00	
01-6253-4430	Supplies and Services	10,000.00	10,993.82	6,500.00	
Total Expense		19,872.00	16,105.80	21,100.00	
Total 6253 Rockmosa Park		-31,744.00	-27,588.30	-1,078,400.00	
6256 Eden Mills Park					
Revenue					
01-6256-3605	Soccer Field Rental	-1,000.00	-1,143.10	-1,020.00	
01-6256-3610	Ball Diamond Rentals	0.00	0.00		
01-6256-3900	Transfer from Reserves	0.00	0.00		
Total Revenue		-1,000.00	-1,143.10	-1,020.00	
Expense					
01-6256-4090	Fees - Legal	0.00	0.00		
01-6256-4160	Hydro	1,020.00	1,164.84	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	542.00	541.32	600.00	
01-6256-4430	Supplies and Services	5,000.00	4,550.31	5,200.00	
01-6256-4450	Telephone	0.00	0.00		
01-6256-4485	Weekly Water Sampling	0.00	0.00		
Total Expense		6,562.00	6,256.47	6,950.00	
Total 6256 Eden Mills Park		5,562.00	5,113.37	5,930.00	
6257 Marden Park/RDAPC					
Revenue					

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 2 Accounts: 01-6???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
01-6257-3125	Miscellaneous Revenue	-22,950.00	-24,449.41	-2,500.00	
01-6257-3500	Donation Revenue	0.00	-1,318.66		
01-6257-3600	Rental Income	-317,000.00	-327,236.32	-321,000.00	
01-6257-3610	Ball Diamond Rentals	-5,100.00	-4,970.54	-5,100.00	
01-6257-3615	Pavillion Rental	-5,100.00	-4,180.60	-4,500.00	
01-6257-3620	Outdoor Field Rental Income	-12,000.00	-13,540.81	-13,500.00	
01-6257-3625	Office Rental Income	-6,291.00	-5,794.64	-6,291.00	
01-6257-3630	Track Revenue	-27,000.00	-36,245.67	-36,000.00	
01-6257-3640	Programming	0.00	0.00	-25,000.00	
01-6257-3900	Transfer from Reserves	-60,000.00	-57,650.00		
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		-520,441.00	-540,386.65	-478,891.00	

Expense

01-6257-4005	Advertising	6,000.00	4,073.17	5,500.00	
01-6257-4035	Communications	0.00	0.00	3,400.00	
01-6257-4045	Debenture Payments	159,632.00	159,631.50	159,529.00	
01-6257-4090	Fees - Legal	0.00	0.00		
01-6257-4120	Garbage Collection	0.00	0.00		
01-6257-4150	Heating	13,500.00	7,761.54	9,500.00	
01-6257-4160	Hydro	41,000.00	59,090.55	59,000.00	
01-6257-4165	Insurance	18,469.00	18,469.00	19,040.00	
01-6257-4305	Repairs & Maint - Building	11,000.00	21,468.40	14,000.00	
01-6257-4310	Repairs & Maint - Equipment	1,082.00	1,355.68	1,000.00	
01-6257-4315	Repairs & Maint - Playground E	0.00	0.00	500.00	
01-6257-4350	Salaries and Wages	120,629.00	116,839.38	130,455.00	
01-6257-4355	Salaries Benefits	26,276.00	27,405.51	28,321.00	
01-6257-4410	Security Monitoring	488.00	468.00	497.00	
01-6257-4430	Supplies and Services	18,500.00	25,037.38	19,000.00	
01-6257-4431	Supplies - Vending	0.00	559.40		
01-6257-4450	Telephone	2,865.00	2,720.48		
01-6257-4475	W/W Treatment	8,000.00	10,281.34	8,400.00	
01-6257-4485	Weekly Water Sampling	6,494.00	6,124.00	6,624.00	
01-6257-4540	Transfer to Reserves	20,000.00	20,000.00	20,000.00	
Total Expense		453,935.00	481,285.33	484,766.00	

Total 6257 Marden Park/RDAPC

-66,506.00 -59,101.32 5,875.00

6299 Capital Expenditures - PLS Parks

Expense

01-6299-9408	Capital - Moiocks	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	7,650.00		
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 Holc	0.00	0.00		
01-6299-9462	Capital - Rockwood Cemetery E	17,000.00	16,379.41		

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 2 Accounts: 01-6???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
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 Parkland	0.00	0.00		
01-6299-9466	Capital - Tractor	38,000.00	31,499.00		
01-6299-9467	Capital - Park Development Rid	25,000.00	22,965.44		
01-6299-9468	Capital - Rockmosa Park Maste	45,000.00	39,205.38		
01-6299-9469	Capital - Marden Park Play Stru	60,000.00	61,216.06		
01-6299-9470	Capital - Citywide Works Applic	7,500.00	7,500.00		
01-6299-9999	Capital	0.00	0.00	1,225,500.00	
Total Expense		202,500.00	186,415.29	1,225,500.00	
Total 6299 Capital Expenditures - PLS Parks		202,500.00	186,415.29	1,225,500.00	

TOWNSHIP OF GUELPH/ERAMOSA
2016
Capital Forecast

Township of Guelph/Eramosa - 2016 Capital Expenditures	SOURCE OF FINANCING						
	TOTAL COST	GRANTS	DEVELOPMENT CHARGES	RESERVES	REVENUE	OTHER	DETAILS
Parks and Recreation							
Buildings							
Main Hall Flooring Rockmosa	\$ 22,000.00			\$ 22,000.00			
Total Capital - Buildings	\$ 22,000.00			\$ 22,000.00			
General Parks and Recreation							
Marden Field Grading	\$ 10,000.00		\$ 10,000.00				
Tilt and Load Flatbed Trailer	\$12,000.00			\$ 12,000.00			
Turf Roller	\$5,000.00			\$ 5,000.00			
1 Tonne Pick-up With Plow & Salter	\$ 65,000.00			\$ 65,000.00			
Rockwood Banners	\$4,500.00			\$4,500.00			
Cemetery Supplies (lowering device, greens, planks, metal detector, cemetery management software)	\$ 25,000.00			\$25,000.00			
Cement Walk Marden Enabling	\$ 8,000.00			\$8,000.00			
Walk Behind Painter	\$ 4,000.00			\$4,000.00			

TOWNSHIP OF GUELPH/IERAMOSA
2016

Capital Forecast

Rockmosa Park Development	\$ 742,000.00	\$ 60,000.00	\$ 655,900.00	\$ 26,100.00		
Skate Park Design-Build	\$ 350,000.00	\$150,000.00	\$ 73,530.00	\$60,028.00	\$66,442.00	
Total Capital - Parks	\$ 1,225,500.00	\$ 210,000.00	\$ 739,430.00	\$ 209,628.00	\$ 66,442.00	
Total	\$ 1,247,500.00	\$ 210,000.00	\$ 739,430.00	\$ 231,628.00	\$ 66,442.00	\$ -

Funding	\$ 22,000.00
Building Reserve	\$ 145,100.00
General Parks	\$ 29,500.00
Hydro Fund	\$ 11,920.00
Lot Levies	\$ 23,108.00
PIL Of Parkland	\$ 739,430.00
Development Charges	\$ 66,442.00
Donations	\$ 210,000.00
Grant Funding	\$ 210,000.00
Total Capital Funding	1,247,500.00

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PROJECT DETAIL					
Department:	Parks and Recreation				
Account Number:					
Project Name:	Rockmosa Floor replacement				
Project Department Priority:	Replacement				
Project Description:	Flooring replacement at Rockmosa Community Centre				
Project Justification:	Rockmosa Community Centre currently has wood parquet floor tiles in the main hall, the current condition of the floor is poor. With the various uses of the hall the wood flooring is unable to stand up to the use that is put on the floor. The current floor was refinished in 2013 with the use of low VOC finishes and the applied product was unable to stand up to the use. Consultation occurred in the fall of 2015 with a floor refinisher and a quote of \$9000 was received with a recommendation to follow up with an annual maintenance plan for \$2500. LVT was investigated as an alternative flooring product and a number of site visits were conducted to verify durability of the product. LVT is a low maintenance commercial vinyl product that carries a 10 year manufacture warranty				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
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 #	\$ 22,000.00				
Taxation					
Other					
Total	\$ 22,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:					
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
2016 Budget**

PROJECT DETAIL					
Department:	Parks and Recreation				
Account Number:					
Project Name:	Marden Park Sports field Grading				
Project Department Priority:	New infrastructure				
Project Description:	Set rough grade of sports field				
Project Justification:	This project is proposed to finish off an on-going project from 2009. It is supported by recommendation #43 of the 2013 Parks and Recreation Master Plan				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases					
Sub-Contracting	\$ 10,000.00				
Consulting Fees					
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
A/C #					
Taxation					
Development Charges	\$ 10,000.00				
Other					
Total	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	December 2016				
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
2016 Budget**

PROJECT DETAIL					
Department:	Parks and Recreation				
Account Number:					
Project Name:	Tilt and Load flat bed trailer				
Project Department Priority:	Replacement				
Project Description:	Purchase of a tilt and load flat bed trailer				
Project Justification:	This purchase is to replace a 2003 flat bed trailer that is at the end of it's useful life.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
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 #	\$ 12,000.00				
Taxation					
Other					
Total	\$ 12,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date: May 2016					
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
2016 Budget**

PROJECT DETAIL					
Department:	Parks and Recreation				
Account Number:					
Project Name:	3 point hitch turf roller				
Project Department Priority:	replacement				
Project Description:	This purchase is to replace an older farm implement pull style roller.				
Project Justification:	This purchase is being proposed to increase efficiencies in operation and transportation of the implement.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
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 #	\$ 5,000.00				
Taxation					
Other					
Total	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date: May 2016					
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
2016 Budget**

PROJECT DETAIL					
Department:	Parks and Recreation				
Account Number:					
Project Name:	One tonne pick-up with plow and salter				
Project Department Priority:	Replacement				
Project Description:	Purchase of one tonne pick-up c/w plow and salter				
Project Justification:	This purchase is to replace unit # 115, a 2007 3/4 tonne pick-up with plow and salter, although unit # 115 falls one year short of the Townships 10 year replacement standard for vehicles the repair costs and condition of the truck and equipment warrant early replacement. The replacement of unit #100 a 2002 one tonne busy body will be extended an additional year				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 65,000.00				
Sub-Contracting					
Consulting Fees					
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 65,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #	\$ 65,000.00				
Taxation					
Other					
Total	\$ 65,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date: August 2016					
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
2016 Budget**

PROJECT DETAIL					
Department:	Parks and Recreation				
Account Number:					
Project Name:	Replacement Street Banners for Hwy #7 Corridor				
Project Department Priority:	Replacement				
Project Description:	Purchase and installation of replacement banners				
Project Justification:	The current banners are going into their fourth year on display and are showing their age.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 4,500.00				
Sub-Contracting					
Consulting Fees					
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 4,500.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #	\$ 4,500.00				
Taxation					
Development Charges					
Other					
Total	\$ 4,500.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	July 2016				
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
2016 Budget**

PROJECT DETAIL					
Department:	Parks and Recreation				
Account Number:					
Project Name:	Cemetery operational equipment				
Project Department Priority:	change in operation				
Project Description:	Purchase of lowering device, greens, planks, metal detector, cemetery management software				
Project Justification:	Over the course of 2016 Woodlawn Memorial Park will be making an exit transition from the operation of Rockwood Cemetery. The above noted assets will provide the Municipality with the tools required to become the Cemetery operator.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 25,000.00				
Sub-Contracting					
Consulting Fees					
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #	\$ 25,000.00				
Taxation					
Other					
Total	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	May 2016				
New Operating costs per year:	\$1,100 annual software maintenance agreement				
Amount:	\$1,100				
Submitted By _____			Department Head _____		
Date Prepared _____			Reviewed by Director of Finance _____		

**TOWNSHIP OF GUELPH/ERAMOSA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PROJECT DETAIL					
Department:	Parks and Recreation				
Account Number:					
Project Name:	Cement Walk Marden Enabling Garden				
Project Department Priority:	New infrastructure				
Project Description:	Poured in place concrete walkway that would create an accessible pathway from the gazebo into the enabling garden				
Project Justification:	This project comes as a request from the Guelph Township Horticultural Society who in 2014 donated the supply and installation of the western red cedar gazebo. The walkway will allow garden users to freely access all areas of the garden.				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 8,000.00				
Sub-Contracting					
Consulting Fees					
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 8,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #	\$ 8,000.00				
Taxation					
Other					
Total	\$ 8,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date: August 2016					
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
2016 Budget**

PROJECT DETAIL					
Department:	Parks and Recreation				
Account Number:					
Project Name:	Walk behind field line painter				
Project Department Priority:	replacement				
Project Description:	Purchase of a walk behind field painter				
Project Justification:	This proposed purchase is to replace an older walk behind field painter that is in need of repairs				
CAPITAL PROJECT COSTING AND FUNDING					
Costs	2016	2017	2018	2019	2020
Capital Purchases	\$ 4,000.00				
Sub-Contracting					
Consulting Fees					
Engineering Fees					
Geo Technical Fees					
Legal Fees					
Contingency					
Total	\$ 4,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve					
A/C #	\$ 4,000.00				
Taxation					
Other					
Total	\$ 4,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	April 2016				
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
2016 Budget**

PROJECT DETAIL					
Department:	Parks and Recreation				
Account Number:					
Project Name:	Rockmosa Park Development				
Project Department Priority:	Growth, new infrastructure				
Project Description:	Detailed design, site services, grading, parking, fencing, trail work				
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	\$ 300,000.00				
Sub-Contracting	\$ 337,000.00				
Consulting Fees	\$ 65,000.00				
Engineering Fees	\$ 25,000.00				
Geo Technical Fees	\$ 15,000.00				
Legal Fees					
Contingency					
Total	\$ 742,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #	\$ 26,100.00				
Taxation					
Development Charges	\$ 655,900.00				
Other: grant	\$ 60,000.00				
Total	\$ 742,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date:	December 2016				
New Operating costs per year:	\$40,000.00				
Amount:					
Submitted By			Department Head		
Date Prepared			Reviewed by Director of Finance		

**TOWNSHIP OF GUELPH/ERAMOSIA
CAPITAL PROJECT DETAIL SHEET
2016 Budget**

PROJECT DETAIL					
Department:	Parks and Recreation				
Account Number:					
Project Name:	Rockmosa Skate Park				
Project Department Priority:	New infrastructure				
Project Description:	Public process Design-build cast in place skate park facility				
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	\$ 270,000.00				
Sub-Contracting					
Consulting Fees	\$ 55,000.00				
Engineering Fees	\$ 20,000.00				
Geo Technical Fees	\$ 5,000.00				
Legal Fees					
Contingency					
Total	\$ 350,000.00	\$ -	\$ -	\$ -	\$ -
Funding					
Transfer from Reserve A/C #	\$ 60,028.00				
Taxation					
Development Charges	\$ 73,530.00				
Other: grant	\$ 150,000.00				
Fundraising	\$ 66,442.00				
Total	\$ 350,000.00	\$ -	\$ -	\$ -	\$ -
NET OPERATING COSTS					
Estimated Completion Date: December 2016					
New Operating costs per year:		\$5,000			
Amount:					
Submitted By _____			Department Head _____		
Date Prepared _____			Reviewed by Director of Finance _____		

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: The net Planning Department budget proposed for 2016 is \$189,078 compared to a 2015 budget of \$205,291 for net decrease of \$16,213.

OPERATING BUDGET: Wellington County has provided a grant for \$25,000 to support economic development in the Township for the on-going work for and completion of comprehensive zoning by-law review. The Planning Associate will be provided back-fill support 2 days per week maximum to the Township's Planner, MHBC Planning Ltd. for the 2016 budget year.

CAPITAL PROJECTS: The Planning Department is not proposing any capital projects for 2016.

General Ledger
Revenue and Expense Working Current Budget Report
 Up To Period 2 Accounts: 01-????-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
01-7100	Committee of Adjustment	1,279.00	-3,580.27	-974.00	
01-7200	Planning	195,512.00	179,344.50	173,212.00	
01-7220	Capital Expenditures - Planning	0.00	0.00		
01-7300	Tile Drainage	2,000.00	1,197.80	2,000.00	
01-7400	Heritage Committee	2,400.00	1,849.46	3,000.00	
01-7500	Economic Development	4,100.00	6,037.89	11,840.00	
Total Revenues:		-65,250.00	-40,437.80	-105,250.00	
Total Expenses:		270,541.00	225,287.18	294,328.00	
Report Net:		205,291.00	184,849.38	189,078.00	

General Ledger

Revenue and Expense Working Current Budget Report

Up To Period 2 Accounts: 01-7???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
Fund: 01 General					
7100 Committee of Adjustment					
Revenue					
01-7100-3700	Minor Variance Fees	-8,500.00	-7,420.00	-8,500.00	
Total Revenue		-8,500.00	-7,420.00	-8,500.00	
Expense					
01-7100-4005	Advertising	500.00	198.03	250.00	
01-7100-4090	Fees - Legal	500.00	68.69	500.00	
01-7100-4095	Fees - Planning	5,000.00	2,058.30	2,500.00	
01-7100-4220	Memberships and Dues	550.00	0.00	600.00	
01-7100-4235	Mileage	200.00	0.00	200.00	
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	93.23	100.00	
01-7100-4405	Seminars and Training	1,000.00	0.00	1,500.00	
01-7100-4430	Supplies and Services	200.00	56.48	200.00	
01-7100-4599	Indirect Costs Transfer	229.00	90.00	176.00	
Total Expense		9,779.00	3,839.73	7,526.00	
Total 7100 Committee of Adjustment		1,279.00	-3,580.27	-974.00	
7200 Planning					
Revenue					
01-7200-3120	Administration Charges	-29,000.00	-31,670.00	-32,000.00	
01-7200-3125	Miscellaneous Revenue	0.00	0.00	-37,000.00	
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		-29,000.00	-31,670.00	-69,000.00	
Expense					
01-7200-4005	Advertising	1,500.00	1,220.06	2,000.00	
01-7200-4040	Computer Support	800.00	871.18	900.00	
01-7200-4080	Fees - Engineering	6,000.00	8,350.44	8,500.00	
01-7200-4090	Fees - Legal	15,000.00	6,839.74	30,000.00	
01-7200-4095	Fees - Planning	45,000.00	25,365.94	30,000.00	
01-7200-4100	Fees - Professional - Other	5,000.00	4,436.74	20,000.00	
01-7200-4175	Lease Payments	0.00	0.00		
01-7200-4235	Mileage	300.00	374.65	500.00	
01-7200-4285	Postage & Shipping	200.00	131.12	200.00	
01-7200-4350	Salaries and Wages	105,350.00	116,745.30	107,140.00	
01-7200-4355	Salaries Benefits	34,000.00	37,290.12	31,188.00	
01-7200-4405	Seminars and Training	2,500.00	2,803.94	2,500.00	
01-7200-4430	Supplies and Services	3,500.00	1,598.07	3,500.00	
01-7200-4450	Telephone	100.00	24.20	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 2 Accounts: 01-7???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
01-7200-4595	Amortization Expense	0.00	0.00		
01-7200-4599	Indirect Costs Transfer	5,262.00	4,963.00	5,684.00	
Total Expense		224,512.00	211,014.50	242,212.00	
Total 7200 Planning		195,512.00	179,344.50	173,212.00	
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	-1,197.80	-2,500.00	
Total Revenue		-2,500.00	-1,197.80	-2,500.00	
Expense					
01-7300-4045	Debenture Payments	0.00	0.00		
01-7300-4235	Mileage	500.00	337.60	500.00	
01-7300-4350	Salaries and Wages	4,000.00	2,058.00	4,000.00	
Total Expense		4,500.00	2,395.60	4,500.00	
Total 7300 Tile Drainage		2,000.00	1,197.80	2,000.00	
7400 Heritage Committee					
Revenue					
01-7400-3125	Miscellaneous Revenue	-250.00	-150.00	-250.00	
Total Revenue		-250.00	-150.00	-250.00	
Expense					
01-7400-4220	Memberships and Dues	0.00	0.00		
01-7400-4235	Mileage	50.00	17.00	50.00	
01-7400-4255	Open Houses	0.00	0.00		
01-7400-4275	Plaquing & Research	0.00	0.00		
01-7400-4430	Supplies and Services	2,600.00	1,982.46	3,200.00	
Total Expense		2,650.00	1,999.46	3,250.00	
Total 7400 Heritage Committee		2,400.00	1,849.46	3,000.00	
7500 Economic Development					

General Ledger
Revenue and Expense Working Current Budget Report
 Up To Period 2 Accounts: 01-7???-???? by Department

Account	Description	2015 Total Budget	2015 Actual	Proposed Budget	Final Budget
Revenue					
01-7500-3125	Miscellaneous Revenue	0.00	0.00		
01-7500-3150	Grants	-25,000.00	0.00	-25,000.00	
Total Revenue		-25,000.00	0.00	-25,000.00	
Expense					
01-7500-4005	Advertising	2,500.00	4,101.27	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		
01-7500-4220	Memberships and Dues	0.00	534.24	540.00	
01-7500-4235	Mileage	0.00	12.30	100.00	
01-7500-4350	Salaries and Wages	20,000.00	0.00	20,000.00	
01-7500-4355	Salaries Benefits	4,300.00	0.00	6,000.00	
01-7500-4405	Seminars and Training	0.00	395.85	400.00	
01-7500-4430	Supplies and Services	2,300.00	864.23	7,300.00	
Total Expense		29,100.00	6,037.89	36,840.00	
Total 7500 Economic Development		4,100.00	6,037.89	11,840.00	

Township of Guelph/Eramosa
 Reserves and Reserve Funds
 2016 Budget

Description	Balance January 01, 2016	Transfers To Reserves	Transfers From Reserves (Capital)	Projected Balance December 31, 2016
General Reserves	\$ 1,617,569.38	\$ 1,233,688.00	\$ 1,505,828.00	\$ 1,345,429.38
Reserve Funds	\$ 4,110,673.17	\$ 827,254.00	\$ 747,810.25	\$ 4,190,116.92
Total	\$ 5,728,242.55	\$ 2,060,942.00	\$ 2,253,638.25	\$ 5,535,546.30

Township of Guelph/Eramosa
2016 Budget Reserve Schedule

Reserve Account No.	Dept	Description	Balance Jan 01, 2016	Transfer To Reserves 2016	Transfer From Reserves 2016	Balance Ending
		Administration				
01-0000-2700	Admin	Reserve - Computer/Equipment	\$ 33,835.00	\$ 50,000.00	\$ 25,000.00	\$ 58,835.00
	Admin	Reserve - Accessibility Plan	\$ 4,000.00	\$ 2,500.00	\$ -	\$ 6,500.00
01-0000-2701	Admin	Reserve - Election	\$ 20,000.00	\$ 10,000.00	\$ -	\$ 30,000.00
01-0000-2702	Admin	Reserve - Insurance	\$ 77,000.00	\$ -	\$ -	\$ 77,000.00
01-0000-2703	Admin	Reserve - Capital Expenditures	\$ 10,089.25	\$ 10,000.00	\$ 5,000.00	\$ 15,089.25
01-0000-2704	Admin	Reserve - Working Funds	\$ 319,453.43	\$ -	\$ 125,000.00	\$ 194,453.43
01-0000-2705	Admin	Reserve - Eramosa Blue Springs Ph 2	\$ 2,600.00	\$ -	\$ -	\$ 2,600.00
		Total	\$ 466,977.68	\$ 72,500.00	\$ 155,000.00	\$ 384,477.68
01-0000-2720	Fire	Reserve - Fire Department Equipment	\$ 142,206.07	\$ 190,200.00	\$ 24,500.00	\$ 307,906.07
01-0000-2721	Fire	Reserve - Fire Department Building	\$ 2,500.00	\$ 15,000.00	\$ 5,000.00	\$ 12,500.00
		Parks and Recreation				
01-0000-2746	Parks	Reserve - Vehicles and Equipment	\$ 140,618.90	\$ 41,950.00	\$ 145,100.00	\$ 37,468.90
01-0000-2731	Parks	Reserve - Buildings	\$ 25,109.00	\$ 39,100.00	\$ 22,000.00	\$ 42,209.00
01-0000-2748	Parks	Reserve - RDAPC	\$ 82,597.97	\$ 20,000.00	\$ -	\$ 102,597.97
01-0000-2732	Parks	Reserve - Playground Structures	\$ -	\$ 20,000.00	\$ -	\$ 20,000.00
01-0000-2733	Parks	Reserve - General Parks Capital	\$ -	\$ 15,000.00	\$ -	\$ 15,000.00
		Total	\$ 248,321.87	\$ 136,050.00	\$ 167,100.00	\$ 217,271.87
		Public Works				
01-0000-2781	Roads	Reserve - Equipment	\$ 93,351.58	\$ 100,000.00	\$ 96,006.00	\$ 97,345.58
01-0000-2780	Roads	Reserve - Winter Maintenance	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00
01-0000-2783	Roads	Reserve - Bridge Replacement	\$ 219,320.52	\$ 100,000.00	\$ -	\$ 319,320.52
01-0000-2782	Roads	Reserve - Resurfacing/Capital	\$ 443,245.54	\$ 265,000.00	\$ 685,024.00	\$ 23,221.54
		Total	\$ 785,917.64	\$ 465,000.00	\$ 781,030.00	\$ 469,887.64
01-0000-2775	St.Lights	Reserve - Street Lights	\$ 140,611.59	\$ 18,738.00	\$ 130,000.00	\$ 29,349.59
01-0000-2793	SWM	Reserve - SWM RW Ridge Ph 1 & 2	\$ 11,000.00	\$ -	\$ -	\$ 11,000.00
01-0000-2725	Building	Reserve - Building Department	\$ 15,379.19	\$ 10,288.00	\$ 25,905.00	\$ (237.81)
01-0000-2726	E.M.	Reserve - Emergency Measures	\$ 17,500.00	\$ 2,500.00	\$ -	\$ 20,000.00
01-0000-2790	Sewer	Reserve - Sewer Operating	\$ (87,986.67)	\$ 207,665.00	\$ 155,405.00	\$ (35,726.67)
01-0000-2791	Water	Reserve - Water Operating	\$ (124,857.99)	\$ 115,747.00	\$ 61,888.00	\$ (70,998.99)
		Total Summary of All Units	\$ 1,617,569.38	\$ 1,233,688.00	\$ 1,505,828.00	\$ 1,345,429.38

Township of Guelph/Eramosa
Reserve Funds - Restricted
2016 Budget

Reserve Account No.	Dept	Description	Balance 01/01/2016	Transfer To Reserves	Transfer From Reserves	Investment Income 2016	12/31/16
01-0000-2800	Roads	Reserve Fund - Gas Tax Rebate	\$ 818,812.76	\$ 376,391.00	\$ 202,494.00	\$ -	\$ 992,709.76
01-0000-2802	G/M	Reserve - G/M Sewer Life Cycle Gen.	\$ 251,887.66	\$ 17,864.00	\$ -	\$ -	\$ 269,751.66
01-0000-2806	Water	Reserve - FGT - Water Capital	\$ 40,412.26	\$ 4,584.00	\$ 27,980.00	\$ -	\$ 17,016.26
01-0000-2808	Water	Reserve - FGT - Water Life Cycle	\$ 54,859.17	\$ 43,410.00	\$ 68,000.00	\$ -	\$ 33,269.17
01-0000-2815	Water	Reserve - Rockwood Water Capital	\$ 303,464.87	\$ 61,861.00	\$ 91,520.00	\$ -	\$ 273,825.87
01-0000-2816	Water	Reserve - Rockwood Water Life Cycle	\$ 849,901.36	\$ 62,605.00	\$ -	\$ -	\$ 902,506.36
01-0000-2820	Sewer	Reserve - Rockwood Sewer Capital	\$ 167,398.19	\$ 110,254.00	\$ 37,000.00	\$ -	\$ 240,652.19
01-0000-2821	Sewer	Reserve - Rockwood Sewer Life Cycle	\$ 609,042.92	\$ 155,665.00	\$ -	\$ -	\$ 764,707.92
01-0000-2840	Parks	Reserve Fund - Lloyd Dyer Park	\$ 705.47	\$ -	\$ -	\$ -	\$ 705.47
01-0000-2842	Parks	Reserve Fund - Eden Mills Park	\$ 2,109.66	\$ -	\$ -	\$ -	\$ 2,109.66
01-0000-2844	Parks	Reserve Fund - Park in Lieu	\$ 23,374.78	\$ -	\$ 23,108.00	\$ -	\$ 266.78
01-0000-2846	Admin	Reserve Fund - Lol Levies	\$ 11,969.94	\$ -	\$ 11,920.00	\$ -	\$ 49.94
01-0000-2848	Admin	Reserve Fund - Rockwood Hydro	\$ 952,230.69	\$ -	\$ 259,500.00	\$ -	\$ 692,730.69
01-0000-2860	Fire	Reserve Fund - Fire Hall Capital	\$ 1,048.67	\$ -	\$ -	\$ -	\$ 1,048.67
01-0000-2862	Fire	Reserve Fund - PONT Training Grant	\$ 0.66	\$ -	\$ -	\$ -	\$ 0.66
01-0000-2863	SWP	Reserve Fund - MOE SPMIF Funding	\$ (5,956.13)	\$ -	\$ -	\$ -	\$ (5,956.13)
01-0000-2864		Reserve Fund - OCIF Grant Funding	\$ -	\$ -	\$ -	\$ -	\$ -
01-0000-2866		Reserve Fund - Seniors Community G	\$ 1,644.50	\$ -	\$ 1,637.68	\$ -	\$ 6.82
01-0000-2868		Reserve Fund - OSRCF	\$ 27,765.75	\$ 4,600.00	\$ 27,850.57	\$ -	\$ 4,715.18
		Total	\$ 4,110,673.17	\$ 827,254.00	\$ 747,810.25	\$ -	\$ 4,190,116.92

Hydro Fund 2016		
P & R Banners		
Cemetery Equipment		
Rockwood Sidewalks		
	\$ 4,500.00	Gas Tax 2016
	\$ 26,000.00	AMP
	\$ 230,000.00	Roads Cap
	<u>\$ 259,500.00</u>	
		\$ 57,494.00
		\$ 145,000.00
		<u>\$ 202,494.00</u>

