

TOWNSHIP OF RIDEAU LAKES  
SPECIAL MEETING OF **COUNCIL**  
2017 PRELIMINARY OPERATING BUDGET  
Municipal Office, Chantry  
**Monday, November 21, 2016**  
2:30 P.M.

**AGENDA**

- 1. Call to Order**
- 2. Roll Call**
- 3. Adoption of Agenda**
- 4. Declaration of Pecuniary Interest & General Nature Thereof**
- 5. 2017 Preliminary Budget Presentations**
  - 5.1** 2017 Budget Flexibility: Mayor Holman
  - 5.2** 2017 Budget – Looking Forward: Cynthia Laprade, Treasurer
- 6. 2017 Preliminary Operating Budget by Department**
- 7. Questions from the Press**
- 8. Questions from the Public regarding agenda items**
- 9. By-Law #2016-72: Govern Proceedings of Special Council – November 21, 2016**
- 10. Adjournment**



**Proposed  
Municipal Budget  
2017**

**Township of Rideau Lakes  
2016 Projection vs. 2016 Budget**

		2016	2016	2016	2016	2016	2016
Department	Section	Revenue	Revenue	Revenue	Expenditure	Expenditure	Expenditure
		Projection	Budget	Variance	Projection	Budget	Variance
Corporate Services	Administration	158,800	155,200	3,600	660,510	611,575	48,935
	Animal Control	6,300	6,500	-200	24,000	23,600	400
	Council		0	0	185,200	194,900	-9,700
Treasury	Treasury	363,788	383,000	-19,212	553,935	489,900	64,035
	Taxation	9,563,368	9,538,868	24,500	146,500	145,000	1,500
	Capital Financing		0	0	1,900,354	1,900,354	0
	OMPF	1,419,900	1,419,900	0		0	0
Fire	Fire & Rescue	76,986	71,200	5,786	726,662	700,490	26,172
	CEMC		0	0	12,300	12,900	-600
Public Works	Municipal Properties	139,630	134,050	5,580	852,161	852,690	-529
	Environmental Services	582,647	578,500	4,147	979,138	919,725	59,413
	Roads	109,583	98,000	11,583	2,655,248	2,701,250	-46,002
Development Services	Development	500,717	408,535	92,182	629,113	653,228	-24,115
Community & Leisure Services	Community & Leisure	128,589	93,860	34,729	390,313	348,769	41,544
	Beautification	4,770	4,485	285	52,707	55,906	-3,199
Boards & Committees	Police Services		0	0	2,158,262	2,158,262	0
	Heritage Advisory Committee	11,115	11,000	115	33,000	40,125	-7,125
	Library		0	0	363,720	363,720	0
	Conservation Authority		0	0	123,719	123,719	0
	Economic Development						
		<b>13,066,193</b>	<b>12,903,098</b>	<b>163,095</b>	<b>12,446,842</b>	<b>12,296,113</b>	<b>150,729</b>
				<b>Projected Net Operating Deficit</b>			<b>12,366</b>

**Township of Rideau Lakes  
2017 Operating Budget**

		2017	2016	2017 - 2016	2017	2016	2017 - 2016
Department	Section	Revenue Budget	Revenue Budget (Revised)	Revenue Variance	Expenditure Budget	Expenditure Budget (Revised)	Expenditure Variance
Corporate Services	Administration	115,000	155,200	-40,200	619,000	611,575	7,425
	Animal Control	6,500	6,500	0	27,050	23,600	3,450
	Council	0	0	0	190,300	194,900	-4,600
Treasury	Treasury	355,500	383,000	-27,500	488,150	489,900	-1,750
	Taxation	9,507,140	9,538,868	-31,728	185,000	145,000	40,000
	Capital Financing				1,944,138	1,900,354	43,784
	OMPF	1,448,100	1,419,900	28,200	0	0	0
Fire	Fire & Rescue	66,200	71,200	-5,000	775,951	700,490	75,461
	CEMC	0	0	0	17,300	12,900	4,400
Public Works	Municipal Properties	116,060	134,050	-17,990	936,320	852,690	83,630
	Environmental Services	572,200	578,500	-6,300	993,005	919,725	73,280
	Roads	45,000	98,000	-53,000	2,807,550	2,701,250	106,300
	Development	424,050	408,535	15,515	665,720	653,228	12,492
Community & Leisure	Community & Leisure	100,000	93,860	6,140	395,755	348,769	46,986
	Beautification	4,505	4,485	20	57,150	55,906	1,244
Boards & Committees	Police Services			0	2,168,246	2,158,262	9,984
	Heritage Advisory Committee	17,100	11,000	6,100	45,900	40,125	5,775
	Library			0	378,820	363,720	15,100
	Conservation Authority			0	127,691	123,719	3,972
	Economic Development	0	0	0	33,075	0	33,075
		<b>12,777,355</b>	<b>12,903,098</b>	<b>-125,743</b>	<b>12,856,121</b>	<b>12,296,113</b>	<b>560,008</b>



**2017 DRAFT OPERATING BUDGET & 2016 PROJECTION  
LEAD SHEET  
CORPORATE SERVICES DEPARTMENT**

The Corporate Services Department consists of the following divisions: Administration, Council, Animal Control.

**DEPARTMENT SUMMARY:**

***REVENUE:***

**2017 Budget:**

The Corporate Services Department total budgeted revenue for 2017, in comparison to the 2016 Budget, has decreased from \$161,700 to \$121,500 a \$40,200 decrease or 25%.

**2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget, has increased from \$161,700 to \$165,100 an increase of \$3,400 or 2%

***EXPENDITURES:***

**2017 Budget:**

The Corporate Services Department total budgeted expenditures for 2017, in comparison to the 2016 Budget, have increased from \$830,075 to \$836,350 an increase of \$6,275 or 1%.

**2016 Projection:**

The 2016 projected expenditures, as compared to the 2016 Budget, have increased from \$830,075 to \$869,710 an increase of \$39,635 or 5%.

A detailed breakdown is provided below by division within the department.

**ADMINISTRATION DEPARTMENT:**

***REVENUE:***

**2017 Budget:**

Administration total budgeted revenue for 2017, in comparison to the 2016 Budget, has decreased from \$155,200 to \$115,000, a decrease of \$40,200 or 26%.

Key factors for this decrease are that the Township is on a 4<sup>th</sup> year of a 10-year decrease in the revenues received from the Town of Smiths Falls with regards to the Boundary Adjustment Agreement. Included in this agreement is the Walmart property, which is

also expected to experience a decline in the assessment value in 2017. This expected decline in assessment is included in the \$40,000 reduction

**2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget, has increased from \$155,200 to \$158,000, an increase of \$3,600 or 2%.

***EXPENDITURES:***

**2017 Budget:**

The Administration Department budgeted expenditures for 2017, in comparison to the 2016 Budget, have increased from \$611,575 to \$619,000 an increase of \$7,425 or 1%.

The proposed budget reflects increases and decreases amongst multiple line items. Main Increases are more operational and due to more accurate benefit amount configurations, an increase in training costs to enhance the Clerk and CAO positions as well as staff training in preparation for the 2018 municipal election and advertising.

The Community Grants line is broken down on a separate page within your budget binder. You will note on the detailed page that budgets and projections for Grants for Others, previously included in Municipal Properties, for Chaffey's Lock (\$4,000) and Community and Leisure Services (\$20,500) are now included within the Administration Budget.

**2016 Projections:**

The Administration Department 2016 projected expenditures, as compared to the 2016 Budget, have increased from \$611,575 to \$660,510 an increase of \$48,935 or 8%.

The projected increase is mainly due to the benefit amounts not being accurately configured, insurance amounts being paid out on deductibles, advertising for special projects (ATV By-Law, Council & Ward Structure Review, etc.) as well as the projected \$30,000 fees for the Ombudsman.

**COUNCIL:**

***EXPENDITURES:***

**2017 Budget:**

The Council budgeted expenditures for 2017, in comparison to the 2016 Budget, have decreased from \$194,900 to \$190,300 a decrease of \$4,600 or 2%.

The budgeted decrease is primarily operational and due to more accurate figures for meetings and mileage reimbursement.

**2016 Projections:**

The Council 2016 projected expenditures, as compared to the 2016 Budget, have decreased from \$194,900 to \$185,200 a decrease of \$9,700 or 5%.

**ANIMAL CONTROL DEPARTMENT:**

***REVENUE:***

**2017 Budget:**

The Animal Control total budgeted revenue for 2017, in comparison to the 2016 Budget, is proposed to remain the same at \$6,500.

**2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget, has decreased from \$6,500 to \$6,300 a decrease of \$200 or 3%.

***EXPENDITURES:***

**2017 Budget:**

The Animal Control budgeted expenditures for 2017, in comparison to the 2016 Budget, have increased from \$23,600 to \$27,050 an increase of \$3,450 or 15%.

The budgeted increase is primarily operational and due to a new pound contract and having a set amount per dog impounded.

**2016 Projections:**

The Animal Control 2016 projected expenditures, as compared to the 2016 Budget, have increased from \$23,600 to \$24,000 an increase of \$400 or 2%

**Township of Rideau Lakes  
2017 Operating Budget  
Corporate Services**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
<b>Revenue</b>								
Administration	\$115,000	\$155,200	(\$40,200)		\$158,800	\$3,600		\$173,319
Council	\$0	\$0	\$0		\$0			\$0
Animal Control	\$6,500	\$6,500	\$0		\$6,300	(\$200)		\$6,125
<b>Total Revenues</b>	<b>\$121,500</b>	<b>\$161,700</b>	<b>(\$40,200)</b>	<b>-25%</b>	<b>\$165,100</b>	<b>\$3,400</b>	<b>2%</b>	<b>\$179,444</b>
<b>Expenditures</b>								
Administration	\$619,000	\$611,575	\$7,425		\$660,510	\$48,935		\$577,424
Council	\$190,300	\$194,900	(\$4,600)		\$185,200	(\$9,700)		\$191,657
Animal Control	\$27,050	\$23,600	\$3,450		\$24,000	\$400		\$22,728
			\$0					
<b>Total Expenditures</b>	<b>\$836,350</b>	<b>\$830,075</b>	<b>\$6,275</b>	<b>1%</b>	<b>\$869,710</b>	<b>\$39,635</b>	<b>5%</b>	<b>\$791,808</b>

Draft #1



**Township of Rideau Lakes  
2017 Operating Budget  
Administration**

	2017 Budget	2016 Budget	Variance \$	Variance %	2016 Projection	Variance \$	Variance %	2015 Actual
<b>Revenues</b>								
Lottery Licenses Fees	\$1,000	\$1,000	\$0		\$750	(\$250)		\$770
Other License Fees	\$5,000	\$5,500	(\$500)		\$4,500	(\$1,000)		\$6,508
Other Income	\$105,000	\$145,000	(\$40,000)		\$152,000	\$7,000		\$163,659
Sale of Books, Photocopies	\$500	\$700	(\$200)		\$650	(\$50)		\$494
Sale of Municipal Properties	\$2,000	\$2,000	\$0		\$0	(\$2,000)		\$1,889
Livestock	\$1,000	\$500	\$500		\$900	\$400		\$0
Fenceviewers	\$500	\$500	\$0		\$0	(\$500)		\$0
<b>Total Revenues</b>	<b>\$115,000</b>	<b>\$155,200</b>	<b>(\$40,200)</b>	<b>-26%</b>	<b>\$158,800</b>	<b>\$3,600</b>	<b>2%</b>	<b>\$173,319</b>
<b>Expenditures</b>								
Salaries	\$325,000	\$330,300	(\$5,300)		\$325,000	(\$5,300)		\$299,453
Benefits	\$100,000	\$88,500	\$11,500		\$97,500	\$9,000		\$91,399
Computer Support	\$5,000	\$5,500	(\$500)		\$4,500	(\$1,000)		\$5,163
Legal Fees	\$25,000	\$25,000	\$0		\$45,000	\$20,000		\$19,798
Other Professional Fees	\$5,000	\$5,000	\$0		\$4,500	(\$500)		\$4,744
Human Resources Fees	\$3,000	\$3,000	\$0		\$15,000	\$12,000		\$2,235
Insurance	\$40,000	\$48,000	(\$8,000)		\$56,500	\$8,500		\$50,735
Landline - telephone	\$3,000	\$3,000	\$0		\$2,750	(\$250)		\$2,471
Cellular	\$1,500	\$1,500	\$0		\$1,500	\$0		\$1,222
Postage/Courier	\$2,000	\$1,500	\$500		\$1,800	\$300		\$1,497
Internet	\$500	\$1,000	(\$500)		\$400	(\$600)		\$442
Web Page Maintenance	\$500	\$500	\$0		\$450	(\$50)		\$189
Advertising	\$4,000	\$2,000	\$2,000		\$5,000	\$3,000		\$2,628
Subscriptions & Publications	\$100	\$500	(\$400)		\$60	(\$440)		\$49
Printing & Photocopying	\$3,000	\$2,500	\$500		\$3,000	\$500		\$2,365
Material & Supplies	\$2,500	\$3,000	(\$500)		\$2,500	(\$500)		\$3,105
Stationary	\$1,500	\$1,500	\$0		\$1,000	(\$500)		\$899
Conventions & Seminars	\$3,000	\$3,000	\$0		\$2,200	(\$800)		\$2,483
Mileage Reimbursement	\$250	\$250	\$0		\$250	\$0		\$38
Memberships	\$7,000	\$6,000	\$1,000		\$6,700	\$700		\$5,493
Training Costs	\$4,500	\$2,000	\$2,500		\$2,300	\$300		\$1,368
Meetings	\$1,000	\$1,000	\$0		\$1,000	\$0		\$552
Community Grants	\$68,350	\$67,525	\$825		\$70,000	\$2,475		\$71,093
Grants to Schools (Bursaries)	\$1,000	\$1,000	\$0		\$1,000	\$0		\$1,000
Health and Safety Committee	\$3,000	\$3,000	\$0		\$3,000	\$0		\$1,924
Special Events	\$5,500	\$4,000	\$1,500		\$5,100	\$1,100		\$5,080
Livestock	\$3,300	\$1,000	\$2,300		\$2,500	\$1,500		
Fenceviewers	\$500	\$500	\$0		\$0	(\$500)		
<b>Total Expenditures</b>	<b>\$619,000</b>	<b>\$611,575</b>	<b>\$7,425</b>	<b>1.2%</b>	<b>\$660,510</b>	<b>\$48,935</b>	<b>8%</b>	<b>\$577,424</b>

Community Grants - 1st Draft	2017 Requested	2017 Grant
<b>Big Rideau Lake Association</b>	\$1,000.00	
<b>Brockville &amp; District Hospital Foundation</b>	\$10,000.00	
<b>Cataraqui Trail Management Board</b>	\$5,000.00	
<b>Community &amp; Primary Health Care</b>	\$1,000.00	
<b>Delta Agricultural Society</b>	\$1,000.00	
<b>Delta Mill Society</b>	\$10,000.00	
<b>Elgin &amp; Area Heritage Society</b>	\$1,500.00	
<b>Elgin &amp; District Nursery School</b>	\$1,788.00	
<b>Elgin Lions Club</b>	\$4,500.00	
<b>Friends of Foley Mountain</b>	\$1,500.00	
<b>Friends of the Rideau Lakes Public Library</b>	\$500.00	
<b>Frontenac Arch Biosphere</b>	\$1,700.00	
<b>Hutchings Cemetery Board</b>	\$500.00	
<b>Kick in For Kids</b>	\$2,000.00	
<b>Lombardy Agricultural Society</b>	\$10,000.00	
<b>Lower Beverley Lake Park Management Board</b>	\$10,000.00	
<b>Maple Vale Cemetery</b>	\$5,000.00	
<b>Newboro United Church Cemetery Board</b>	\$1,500.00	
<b>Otter Lake Landowners' Association</b>	\$750.00	
<b>Project Trauma Support</b>	\$9,000.00	
<b>Rideau Environmental Action League (REAL)</b>	\$1,500.00	
<b>Rideau Ferry Yacht Club</b>	\$1,000.00	
<b>Rideau Lakes Horticultural Society</b>	\$500.00	
<b>Smiths Falls &amp; District Aquatic Recreation Centre Inc.</b>	\$13,600.00	
<b>Two Rivers Food Hub</b>	\$1,500.00	
<b>Union Cemetery</b>	\$1,500.00	
<b>Westport Lions Club</b>	\$3,000.00	
<b>Total</b>	<b>\$100,838.00</b>	
<b>Carry Forward Recreation Grants - Proposed 2017 Budget - 1st draft</b>		
<b>New Community Funding (CAD 150)</b>	\$10,000.00	
<b>Outdoor Rinks</b>	\$2,000.00	
<b>Skate the Lake</b>	\$2,000.00	
<b>Newboro Winter Carnival</b>	\$500.00	
<b>North Crosby Tennis Club</b>	\$1,000.00	
<b>NC Recreation - Canada Day</b>	\$4,500.00	
<b>SC Elgin Days</b>	\$500.00	
<b>Total</b>	<b>\$20,500.00</b>	
<b>Committed Grants</b>		
<b>Chaffey's Lock Hall</b>	\$4,000.00	
<b>Total</b>	<b>\$4,000.00</b>	
<b>Combined Total</b>	<b>\$125,338.00</b>	<b>\$0.00</b>

**Township of Rideau Lakes  
2017 Operating Budget  
Council**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
<b>Expenditures</b>								
Honorariums	\$106,800	\$106,700	\$100		\$105,200	(\$1,500)		\$103,636
Benefits	\$5,300	\$6,000	(\$700)		\$5,100	(\$900)		\$5,156
Insurance	\$3,000	\$0	\$3,000		\$0	\$0		\$0
Computer Support	\$700	\$700	\$0		\$700	\$0		\$570
Postage/Courier	\$2,000	\$4,000	(\$2,000)		\$2,000	(\$2,000)		\$4,000
Internet	\$5,500	\$5,500	\$0		\$5,500	\$0		\$5,758
Material & Supplies	\$2,000	\$2,000	\$0		\$1,800	(\$200)		\$2,100
Cellular	\$1,500	\$1,500	\$0		\$1,200	(\$300)		\$1,537
Conventions & Seminars	\$8,500	\$7,500	\$1,000		\$8,700	\$1,200		\$7,257
Mileage Reimbursement	\$20,000	\$23,000	(\$3,000)		\$20,000	(\$3,000)		\$22,723
Meetings	\$35,000	\$38,000	(\$3,000)		\$35,000	(\$3,000)		\$38,920
<b>Total Expenditures</b>	<b>\$190,300</b>	<b>\$194,900</b>	<b>(\$4,600)</b>	<b>-2%</b>	<b>\$185,200</b>	<b>(\$9,700)</b>	<b>-5%</b>	<b>\$191,657</b>

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**Township of Rideau Lakes  
2017 Operating Budget  
Animal Control**

	2017 Budget	2016 Budget	Variance \$	Variance %	2016 Projection	Variance \$	Variance %	2015 Actual
<b>Revenues</b>								
Dog License Fees	\$6,000	\$6,000	\$0		\$5,800	(\$200)		\$5,805
Other License Fees	\$500	\$500	\$0		\$500	\$0		\$320
<b>Total Revenues</b>	<b>\$6,500</b>	<b>\$6,500</b>	<b>\$0</b>	<b>0%</b>	<b>\$6,300</b>	<b>(\$200)</b>	<b>-3%</b>	<b>\$6,125</b>
<b>Expenditures</b>								
Contract Salaries	\$18,000	\$18,000	\$0		\$18,000	\$0		\$17,194
Pound Fees	\$5,250	\$1,800	\$3,450		\$3,200	\$1,400		\$1,140
Veterinary Fees	\$500	\$500	\$0		\$500	\$0		\$0
Legal Fees	\$3,000	\$3,000	\$0		\$2,000	(\$1,000)		\$4,206
Material & Supplies	\$300	\$300	\$0		\$300	\$0		\$187
<b>Total Expenditures</b>	<b>\$27,050</b>	<b>\$23,600</b>	<b>\$3,450</b>	<b>15%</b>	<b>\$24,000</b>	<b>\$400</b>	<b>2%</b>	<b>\$22,728</b>

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**2017 DRAFT OPERATING BUDGET & 2016 PROJECTION  
LEAD SHEET  
Treasury Department**

The Treasury Department consists of the following divisions: Treasury, Taxation, Capital Financing and Grants.

**TREASURY DEPARTMENT:**

***REVENUE:***

**2017 Budget:**

Treasury total budgeted revenue for 2017, in comparison to the 2016 Budget, has decreased from \$383,000 to \$355,500, a decrease of \$27,500 or 7%.

This is primarily due to decreases in Taxation Interest charges of \$15,000 and a \$12,500 reduction in Other Income. The decrease in Taxation Interest is as a result of planned tax sales and write offs in 2017. The decrease in Other Income is based on current year projections.

**2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget, has decreased from \$383,000 to \$363,788, a decrease of \$19,212 or 5%.

This is primarily due to a \$13,200 decrease in other income.

***EXPENDITURES:***

**2017 Budget:**

The Treasury Department budgeted expenditures for 2017, in comparison to the 2016 Budget, have decreased from \$489,900 to \$488,150 a decrease of \$1,750 or less than 1%.

This decrease is due to a mixture of increases and decreases. Decreases are noted in salaries, conventions, mileage, materials and supplies which is offset by increases primarily in benefits, computer support and postage and courier.

**2016 Projections:**

The Treasury Department 2016 projected expenditures, as compared to the 2016 Budget, have increased from \$489,900 to \$553,935 an increase of \$64,035 or 13%.

This increase is primarily due to a \$70,000 increase in salaries in 2016.

### **TAXATION & PAYMENTS IN-LIEU:**

#### ***REVENUE:***

##### **2017 Budget:**

Total budgeted Taxation & PIL revenue for 2017, in comparison to the 2016 Budget, has decreased from \$9,538,868 to \$9,507,140, a decrease of \$31,728 or less than 1%.

Supplementary Taxes have been reduced by \$20,000. We expect less in supplementary taxes due to the recent reassessment of all properties.

Payments in Lieu is reduced by \$87,000 as this was a one-time revenue that occurred in 2016 due to a recovery from school boards from an overpayment made in the past.

Detailed assessment data has not yet been received and therefore the Property Taxation line is simply based on the 2016 amount reduced by .77% which was the current total reduction in assessed values found on Municipal Connect 2.0. The amounts reported on Municipal Connect continue to change. The Property Taxes will be revisited once the final assessment information has been received in order to determine what the current tax levy will generate based on new assessment data.

The Prior Year Deficit that remained unfunded was \$136,834. This amount is appearing as a negative revenue in the Taxation budget and the 2016 Projection.

##### **2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget, has increased from \$9,538,868 to \$9,563,368, an increase of \$24,500 or less than 1%.

#### ***EXPENDITURES:***

##### **2017 Budget:**

The budgeted expenditures for 2017, in comparison to the 2016 Budget, have increased from \$145,000 to \$185,000 an increase of \$40,000 or 28%.

The budgeted increase is primarily due to increases in tax write offs and the bad debts expense. This increase was requested by our Auditors and is due to the fact that we continue to generate property taxes and interest and penalties on some unmarketable properties. This issue will be reviewed in 2017.

##### **2016 Projections:**

The 2016 projected expenditures, as compared to the 2016 Budget, have increased from \$145,000 to \$146,500 an increase of \$1,500 or 1%.

### **CAPITAL FINANCING:**

***REVENUE:***

**2017 Budget:**

Total budgeted Capital Financing revenue for 2017 has been left blank for now until projections for our Capital requirements are complete.

**2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget is scheduled to come in on budget.

***EXPENDITURES:***

**2017 Budget:**

Capital Financing budgeted expenditures for 2017, in comparison to the 2016 Budget, have increased from \$1,930,354 to \$1,944,138 an increase of \$13,784 or 1%.

This is due to the financing for the 2010 loan is complete and a new 2016 loan payment are starting in 2017.

**2016 Projections:**

The Capital Financing 2016 projected expenditures, as compared to the 2016 Budget are scheduled to come in on budget.

**PROVINCIAL GRANT:**

***REVENUE:***

**2017 Budget:**

Total budgeted the OMPF Grant revenue for 2017, in comparison to the 2016 Budget, has increased from \$1,419,900 to \$1,448,100, an increase of \$28,200 or 2%.

**2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget is scheduled to come in on Budget.

**Township of Rideau Lakes  
2017 Operating Budget  
Treasury**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
<b>Revenues</b>								
Taxation Interest	\$330,000	\$345,000	(\$15,000)		\$ 338,000	(\$7,000)		\$332,631
Tax Certificate Fee	\$12,000	\$13,000	(\$1,000)		\$ 11,770	(\$1,231)		\$12,943
Other Income	\$7,500	\$20,000	(\$12,500)		\$6,760	(\$13,240)		\$75,867
Bank Interest	\$6,000	\$5,000	\$1,000		\$7,259	\$2,259		\$4,244
			\$0					
<b>Total Revenues</b>	<b>\$355,500</b>	<b>\$383,000</b>	<b>(\$27,500)</b>	<b>-7%</b>	<b>\$363,788</b>	<b>(\$19,212)</b>	<b>-5%</b>	<b>\$425,685</b>
<b>Expenditures</b>								
Salaries	\$281,900	\$293,900	(\$12,000)		\$363,700	\$69,800		\$274,926
Benefits	\$92,500	\$87,000	\$5,500		\$86,200	(\$800)		\$90,975
Computer Support	\$13,000	\$10,500	\$2,500		\$12,608	\$2,108		\$9,719
Bank Service Charges	\$7,000	\$6,000	\$1,000		\$6,769	\$769		\$7,542
Payroll Charges	\$10,000	\$10,000	\$0		\$8,907	(\$1,093)		\$8,153
Audit Fees	\$24,000	\$23,500	\$500		\$23,914	\$414		\$25,695
Landline - Telephone	\$2,500	\$2,500	\$0		\$2,288	(\$212)		\$2,125
Office Equipment	\$12,000	\$12,000	\$0		\$10,517	(\$1,483)		\$0
Cellular	\$1,300	\$1,300	\$0		\$629	(\$671)		\$1,638
Postage/Courier	\$23,000	\$21,000	\$2,000		\$22,614	\$1,614		\$18,901
Internet	\$400	\$400	\$0		\$270	(\$130)		\$284
Web Page Mtce	\$100	\$100	\$0		\$54	(\$46)		\$20
Advertising	\$1,000	\$200	\$800		\$1,219	\$1,019		\$45
Printing & Photocopying	\$3,500	\$3,000	\$500		\$3,969	\$969		\$2,136
Material & Supplies	\$5,000	\$6,000	(\$1,000)		\$3,651	(\$2,349)		\$6,583
Stationary	\$3,000	\$3,000	\$0		\$2,589	(\$411)		\$2,270
Conventions & Seminars	\$1,500	\$2,500	(\$1,000)		\$1,116	(\$1,384)		\$2,563
Mileage Reimbursement	\$2,000	\$4,000	(\$2,000)		\$1,532	(\$2,468)		\$3,824
Memberships	\$1,750	\$1,300	\$450		\$844	(\$456)		\$1,146
Training Costs	\$2,500	\$1,500	\$1,000		\$519	(\$981)		\$1,927
Meetings	\$200	\$200	\$0		\$26	(\$174)		\$95
<b>Total Expenditures</b>	<b>\$488,150</b>	<b>\$489,900</b>	<b>(\$1,750)</b>	<b>0%</b>	<b>\$553,935</b>	<b>\$64,035</b>	<b>13%</b>	<b>\$460,567</b>



**Township of Rideau Lakes  
2017 Operating Budget  
Taxation & Payments-in-Lieu**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
<b>Revenues</b>								
Supplementary Taxes	\$60,000	\$80,000	(\$20,000)		\$70,000	(\$10,000)		\$82,822
Payments In Lieu	\$215,000	\$302,000	(\$87,000)		\$320,000	\$18,000		\$330,915
Property Taxation	\$9,222,140	\$9,293,702	(\$71,562)		\$9,293,702	\$0		\$7,748,746
Tax Sale Fee Recovery	\$10,000	\$0	\$10,000		\$16,500	\$16,500		\$26,301
Prior Year Deficit		\$ (136,834)	\$136,834		(\$136,834)	\$0		
2016 Projected Surplus/Deficit)			\$0					
<b>Total Revenues</b>	<b>\$9,507,140</b>	<b>\$9,538,868</b>	<b>(\$31,728)</b>	<b>0%</b>	<b>\$9,563,368</b>	<b>\$24,500</b>	<b>0%</b>	<b>\$8,188,784</b>
<b>Expenditures</b>								
Tax Write Offs (assessment appeals	\$75,000	\$65,000	\$10,000		\$50,000	(\$15,000)		\$80,258
Taxation - Bad debts	\$100,000	\$80,000	\$20,000		\$80,000	\$0		\$30,000
Tax Sale Expenses	\$10,000	\$0	\$10,000		\$16,500	\$16,500		\$23,685
<b>Total Expenditures</b>	<b>\$185,000</b>	<b>\$145,000</b>	<b>\$40,000</b>	<b>28%</b>	<b>\$146,500</b>	<b>\$1,500</b>	<b>1%</b>	<b>\$133,942</b>

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**Township of Rideau Lakes  
2017 Operating Budget  
Capital Financing**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
<b>Revenues</b>								
Capital Financing		\$1,150,000	(\$1,150,000)	-100%	\$1,150,000	\$0		\$1,000,000
<b>Total Revenues</b>	<b>\$0</b>	<b>\$1,150,000</b>	<b>(\$1,150,000)</b>	<b>-100%</b>	<b>\$1,150,000</b>	<b>\$0</b>	<b>0%</b>	<b>\$1,000,000</b>
<b>Expenditures</b>								
Short Term Financing	\$30,000	\$30,000	\$0		\$30,000	\$0		
2008 Capital Projects	\$261,525	\$261,528	(\$3)		\$261,528	\$0		
2009 Capital Projects	\$529,332	\$529,332	\$0		\$529,332	\$0		
2011 Capital Projects	\$0	\$163,597	(\$163,597)		\$163,597	\$0		
2012 Capital Projects	\$159,772	\$159,768	\$4		\$159,768	\$0		
2013 Capital Projects	\$275,117	\$275,112	\$5		\$275,112	\$0		
2014 Capital Projects	\$280,217	\$280,217	\$0		\$280,217	\$0		
2014 Fire Debenture	\$48,400	\$48,400	\$0		\$48,400	\$0		
2015 Capital Projects	\$155,395	\$152,400	\$2,995		\$152,400	\$0		
2016 Capital Project	\$178,800		\$178,800			\$0		
WDO Clawback	\$25,580	\$30,000	(\$4,420)		\$30,000	\$0		
<b>Total Expenditures</b>	<b>\$1,944,138</b>	<b>\$1,930,354</b>	<b>\$13,784</b>	<b>1%</b>	<b>\$1,930,354</b>	<b>\$0</b>	<b>0%</b>	<b>\$0</b>

Draft #

**Township of Rideau Lakes  
2017 Operating Budget  
Provincial Grant**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
<b>Revenues</b>								
Provincial OMPF Grant	\$1,448,100	\$1,419,900	\$28,200		\$1,419,900	\$0		\$1,314,250
<b>Total Revenues</b>	<b>\$1,448,100</b>	<b>\$1,419,900</b>	<b>\$28,200</b>	<b>2%</b>	<b>\$1,419,900</b>	<b>\$0</b>	<b>0%</b>	<b>\$1,314,250</b>

Draft #1



**2017 DRAFT OPERATING BUDGET & 2016 PROJECTION  
LEAD SHEET  
FIRE & RESCUE DEPARTMENT**

The Fire & Rescue Department consists of the following divisions with budget lines within this self-sustaining organization:

- Ø Training
- Ø Fire Suppression
- Ø Technical Rescue
- Ø Operational Readiness
- Ø Firefighter Wellness
- Ø Apparatus
- Ø Administration
- Ø Marine Operations
- Ø Fire Prevention
- Ø Fire Inspection

**FIRE & RESCUE:**

***REVENUE:***

**2017 Budget:**

Total budgeted revenue for 2017, in comparison to the 2016 Budget, has decreased from \$71,200 to \$66,200 a decrease of \$5,000, or 7%.

The \$5,000 decrease in the 2017 budgeted revenue consists of a reduction in the 911 Bell Canada claw back, as 100% of initial 911 calls will be routed through the County Dispatch Center under the new dispatch agreement.

**2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget, has increased from \$71,200 to \$76,986 an increase of \$5,786 or 8%

This increase is due to cost recoveries, which are of an unpredictable nature as they depend on illegal activities or MVC's on the Queen's Highway.

***EXPENDITURES:***

**2017 Budget:**

The budgeted expenditures for 2017, in comparison to the 2016 Budget, have increased from \$700,490 to \$775,951, an increase of \$75,461, or 11%.

\$50,040 of this increase is to be found in the Salaries line and consists of the following:

- \$6,790 which is a 1.5% COLA increase as directed by Treasury to be input.
- \$19,250 as outlined in the honorarium report provided to Council to bring Firefighters remuneration towards alignment with similar municipalities.
- \$14,000 as outlined in the vacation pay report provided to Council regarding the Employment Standards Act that requires that Firefighters be paid vacation pay.
- 10,000 due to the projected increase in call volume that has appeared over a three year rolling average.

\$16,000 increase of benefit line items such as EHT, WSIB and medical benefits.

\$3,000 increase to minor operating equipment due to the age of some minor equipment that has aged gloves, helmets and safety equipment to mention just a couple of items. Operational requirements.

\$1,000 in the communications line to replace portable radio batteries life span 3-4 years.

\$1,500 in fuel due to the increased call volume and increase due to carbon tax.

\$1,800 in uniforms as will be outlined in the dress tunic report forthcoming to Council at the end of November.

\$5,000 in vehicle maintenance, the rolling average of repairs and parts failure is driving this increase due to some of the aging apparatus approaching end of life in the next three years. Most of this is unpredictable occurrences, as vehicles are receiving annual maintenance and certifications.

### **2016 Projections:**

The Fire & Rescue Department 2016 projected expenditures, as compared to the 2016 Budget, have increased from \$700,490 to \$726,662 an increase of \$26,172 or 4%

This increase is driven by the following budget items:

Honorarium \$18,305 increase from increased call volume and repair time from that call volume. This line was decreased at 2016 budget deliberations by \$15,000 under direction of Council.

Benefits \$13,000 increase from the number provided to us for input into the budget, which is based on the actual cost expenditures.

Minor Operational Equipment \$3,000 increase created by the wear and tear and resupply due to increased call volume and thus the need to replace or resupply minor equipment because of increased call volume usage.

SCBA Maintenance \$13,117 increase for the repairs to the compressor system due to unexpected system failure.

Fuel \$1,000 projected increase driven by incident call volume.

Vehicle Maintenance \$13,000 increase created by aging apparatus needing repairs due to increased call volume and unexpected vehicle fatigue, which has created breakdowns and the need to repair prior to catastrophic failure.

It should be noted that a number of budget lines are below the budget total, not because the money was not required to satisfy needs in those budgeted areas, but because other areas of the budget that could not be ignored as shown above were having overages.

Thus in order to try and keep the overall budget close to the original number we were able to delay some items that still must be accomplished.

These items were:

\$12,500 Training, by deferring some training that will need to be done in the front half of 2017 to meet certification and health and safety requirements.

\$3,200 Boot Allowance, by having crew agree to wait if they could to do boot replacement for a month.

\$2,500 Bunker Suit Maintenance, by waiting a month to have bunker suit recertification conducted which is required.

\$1,700 Conventions and Seminars, by cancelling attendance at seminars.

\$1,000 Mileage to attend seminars.

**Township of Rideau Lakes**  
**2017 Operating Budget**  
**Fire & Rescue**

	2017 Budget	2016 Budget	Variance \$	Variance %	2016 Projection	Variance \$	Variance %	2015 Actual
<b>Revenues</b>								
Other Income	\$19,000	\$19,000	\$0	0%	\$18,500	(\$500)	-3%	\$26,183
MTO Recovery	\$3,500	\$4,200	(\$700)	-17%	\$6,075	\$1,875	45%	\$0
911 Recovery	\$0	\$5,000	(\$5,000)	-100%	\$6,409	\$1,409	28%	\$6,766
Compliance Letters	\$700	\$500	\$200	40%	\$1,049	\$549	110%	\$1,575
Municipal Agreements	\$43,000	\$42,500	\$500	1%	\$44,953	\$2,453	6%	\$45,208
<b>Total Revenues</b>	<b>\$66,200</b>	<b>\$71,200</b>	<b>(\$5,000)</b>	<b>-7%</b>	<b>\$76,986</b>	<b>\$5,786</b>	<b>8%</b>	<b>\$79,732</b>
<b>Expenditures</b>								
Salaries/Honorariums	\$389,540	\$339,500	\$50,040	15%	\$357,805	\$18,305	5%	\$296,906
Benefits/Medical	\$50,000	\$34,000	\$16,000	47%	\$47,000	\$13,000	38%	\$43,098
Boot Allowance	\$4,000	\$5,000	(\$1,000)	-20%	\$1,800	(\$3,200)	-64%	\$733
Computer Support	\$1,600	\$1,600	\$0	0%	\$1,400	(\$200)	-13%	\$1,659
Other Professional Fees	\$900	\$900	\$0	0%	\$0	(\$900)	-100%	\$0
Equipment Maintenance	\$8,700	\$8,700	\$0	0%	\$8,550	(\$150)	-2%	\$7,510
Minor Operational Equipment	\$24,000	\$21,000	\$3,000	14%	\$24,000	\$3,000	14%	\$18,697
Watercraft Maintenance	\$4,600	\$4,600	\$0	0%	\$3,600	(\$1,000)	-22%	\$7,176
Bunker Suit Mtce	\$4,500	\$4,500	\$0	0%	\$2,000	(\$2,500)	-56%	\$1,406
SCBA Mtce	\$8,600	\$7,800	\$800	10%	\$20,917	\$13,117	168%	\$6,539
Insurance	\$46,100	\$48,100	(\$2,000)	-4%	\$44,116	(\$3,984)	-8%	\$44,907
Landline - telephones	\$4,000	\$5,000	(\$1,000)	-20%	\$3,100	(\$1,900)	-38%	\$3,467
Cellular	\$3,200	\$4,000	(\$800)	-20%	\$3,100	(\$900)	-23%	\$2,638
Communications	\$6,000	\$5,000	\$1,000	20%	\$5,400	\$400	8%	\$7,582
Postage/Courier	\$350	\$350	\$0	0%	\$210	(\$140)	-40%	\$280
Internet	\$3,900	\$3,900	\$0	0%	\$3,900	\$0	0%	\$4,132
Web Maintenance	\$600	\$600	\$0	0%	\$0	(\$600)	-100%	\$0
Fire Prevention	\$9,800	\$9,800	\$0	0%	\$8,000	(\$1,800)	-18%	\$6,938
Pride Program	\$7,200	\$7,200	\$0	0%	\$7,200	\$0	0%	\$3,192
Fuel - Vehicles	\$19,000	\$17,500	\$1,500	9%	\$18,500	\$1,000	6%	\$20,424
Fuel - Equipment	\$1,500	\$1,500	\$0	0%	\$700	(\$800)	-53%	\$85
Uniforms	\$9,000	\$7,200	\$1,800	25%	\$7,000	(\$200)	-3%	\$7,685
Equipment Rental	\$2,100	\$1,700	\$400	24%	\$1,800	\$100	6%	\$2,089
Advertising	\$300	\$300	\$0	0%	\$0	(\$300)	-100%	\$0
Subscriptions & Publications	\$380	\$380	\$0	0%	\$280	(\$100)	-26%	\$209
Printing & Photocopying	\$800	\$750	\$50	7%	\$780	\$30	4%	\$396
Material & Supplies	\$11,000	\$11,000	\$0	0%	\$10,800	(\$200)	-2%	\$13,669
Cleaning Supplies	\$1,000	\$1,000	\$0	0%	\$450	(\$550)	-55%	\$569
Stationary	\$1,800	\$1,800	\$0	0%	\$1,400	(\$400)	-22%	\$2,360
Vehicle Maintenance	\$40,000	\$35,000	\$5,000	14%	\$48,000	\$13,000	37%	\$40,394
Conventions & Seminars	\$2,500	\$2,500	\$0	0%	\$800	(\$1,700)	-68%	\$598
Licence & Fees	\$4,700	\$4,700	\$0	0%	\$4,434	(\$266)	-6%	\$2,816
Mileage Reimbursement	\$4,000	\$4,000	\$0	0%	\$3,000	(\$1,000)	-25%	\$2,939
Memberships	\$1,290	\$1,290	\$0	0%	\$1,000	(\$290)	-22%	\$1,121
Recruiting Expenses	\$200	\$200	\$0	0%	\$0	(\$200)	-100%	\$0
Training Costs	\$31,000	\$31,000	\$0	0%	\$18,500	(\$12,500)	-40%	\$26,394
Fire Levy - Smiths Falls	\$67,791	\$67,120	\$671	1%	\$67,120	\$0	0%	\$65,456
<b>Total Expenditures</b>	<b>\$775,951</b>	<b>\$700,490</b>	<b>\$75,461</b>	<b>11%</b>	<b>\$726,662</b>	<b>\$26,172</b>	<b>4%</b>	<b>\$644,064</b>



**2017 DRAFT OPERATING BUDGET & 2016 PROJECTION  
LEAD SHEET  
EMERGENCY MANAGEMENT DEPARTMENT**

The Emergency Management Department is responsible to provide for the readiness of the municipality when an incident of a significant magnitude occurs which is beyond the capability of the municipality under normal day to day operations.

**EMERGENCY MANAGEMENT**

***EXPENDITURES:***

**2017 Budget:**

The Emergency Management Department budgeted expenditures for 2017, in comparison to the 2016 Budget, have increased from \$12,900 to \$17,300, an increase of \$4,400, or 34%.

The \$4,400 increase is found in the honorarium line as the actual cost of administering and meeting the required municipal compliance it is being allocated to this department from the budget line of the fire service or other departments that the Alternate CEMC's are seconded from. This is required under Act, Statute and Risk Management

**2016 Projections:**

The Emergency Management Department 2016 projected expenditures, as compared to the 2016 Budget, have decreased from \$12,900 to \$12,300 decrease of \$600 or 5%

This decrease is as a result of decreases in the amount of \$3,800 as noted below and increases in the amount of \$3,200 in Honorariums.

The decrease is primarily from the training line and was created by the OFMEM delaying the list of mandated training that was to commence for 2016 compliance due to their restructure and consultants review. At the fall sector meeting they indicated that they are back on line to have these added to the compliance list for 2017. This training will encompass both CEMC's and members of the EOC team.



**Township of Rideau Lakes  
2017 Operating Budget  
Emergency Management**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
<b>Expenditures</b>								
Training	\$3,200	\$3,200	\$0	0%	\$0	(\$3,200)	-100%	\$204
Mileage	\$800	\$800	\$0	0%	\$400	(\$400)	-50%	\$0
Material & Supplies	\$2,100	\$2,100	\$0	0%	\$2,000	(\$100)	-5%	\$263
Communications	\$4,000	\$4,000	\$0	0%	\$3,900	(\$100)	-3%	\$2,442
Honorariums	\$7,200	\$2,800	\$4,400	157%	\$6,000	\$3,200	114%	\$1,500
<b>Total Expenditures</b>	<b>\$17,300</b>	<b>\$12,900</b>	<b>\$4,400</b>	<b>34%</b>	<b>\$12,300</b>	<b>(\$600)</b>	<b>-5%</b>	<b>\$4,409</b>

Draft #1



**2017 DRAFT OPERATING BUDGET & 2016 PROJECTION  
LEAD SHEET  
PUBLIC WORKS – FACILITIES & PROPERTIES**

***SUMMARY REVENUES:***

**2017 Budget:**

The total budgeted Revenue for 2017, in comparison to the 2016 Budget, has decreased from \$134,050 to \$116,060 a decrease of \$17,990 or 13%.

**2016 Projection:**

The 2016 projected Revenue, as compared to the 2016 Budget, has increased from 134,050 to \$139,630, an increase of \$5,580 or 4%.

A detailed breakdown is provided below by division within the department.

***SUMMARY EXPENDITURES:***

**2017 Budget:**

The total budgeted Expenditures for 2017, in comparison to the 2016 Budget, have increased from \$852,690 to \$936,320, an increase of \$83,630 or 10%.

**2016 Projection:**

The 2016 Projected Expenditures, as compared to the 2016 Budget, have decreased from \$852,690 to \$852,151, a decrease of \$540.

A detailed breakdown is provided below by division within the department.

***ADMINISTRATION REVENUE:***

**2017 Budget:**

The total budgeted Revenue for 2017, in comparison to the 2016 Budget, has decreased from \$27,400 to \$4,000, a decrease of \$23,400 or 85%.

This decrease is primarily due to the Transfer from Reserves in 2016 of \$20,000 with no transfer planned for 2017 and the unknown of student funding in 2017.

**2016 Projection:**

The 2016 projected Revenue, as compared to the 2016 Budget, has decreased from \$27,400 to \$26,455, a decrease of \$945, or 3%.

This decrease is due to the lack of student funding opportunities in 2016 vs the number of applications each organization is permitted.

***COMMUNITY HALLS REVENUE:***

**2017 Budget:**

The total budgeted Revenue for 2017, in comparison to the 2016 Budget, has increased from \$21,500 to \$21,800, an increase of \$300 or 1%.

This slight increase is based on the 2016 projected hall rentals income.

**2016 Projection:**

The 2016 projected Revenue, as compared to the 2016 Budget, has increased from \$21,500 to \$24,600, in increase of \$3,100 or 14%.

This increase is due to the increase in revenues from hall rentals at North Crosby and Elgin.

***OTHER FACILITIES REVENUE:***

**2017 Budget:**

The total budgeted Revenue for 2017, in comparison to the 2016 Budget, has increased from \$35,100 to \$35,820, an increase of \$720 or 2%.

This change is due to the monthly rental increase at the Delta Rehab Centre as per the Agreement, with a 5% increase every three years.

**2016 Projection:**

The 2016 projected Revenue, as compared to the 2016 Budget, has a slight decrease of \$75.

***HARBOUR, LAUNCHES & PARKS REVENUE:***

**2017 Budget:**

The total budgeted Revenue for 2017, in comparison to the 2016 Budget, has increased from \$48,650 to \$52,840 an increase of \$4,190 or 9%.

This increase is primarily keeping in line with the 2016 projected revenues and includes the 2% increase for 2017 rental fees.

**2016 Projection:**

The 2016 projected Revenue, as compared to the 2016 Budget, has increased from \$48,650 to \$52,000 an increase of \$3,350 or 7%.

This revenue increase represents more visitors to the Portland and Newboro Harbours by water and by land and the additional parking revenue from the Shire Parking Lot.

***GARAGES REVENUE:***

**2017 Budget:**

The total budgeted Revenue for 2017, in comparison to the 2016 Budget, has increased from \$1,400 to \$1,600 an increase of \$200 or 14%.

This increase is based on the 2016 projections, with a slight increase for heating and hydro costs for County rentals at the North Crosby Garage.

**2016 Projection:**

The 2016 projected Revenue, as compared to the 2016 Budget, has increased from \$1,400 to \$1,550, an increase of \$150 or 11%.

This increase represents additional monthly charges for hydro and heating.

***ADMINISTRATION EXPENDITURES:***

**2017 Budget:**

The total budgeted Expenditures for 2017, in comparison to the 2016 Budget, have increased from \$524,300 to \$580,650, an increase of \$56,350 or 11%.

This increase represents a 5% increase in fuel, 1.5 % increase in salaries, 7% increase in benefits and a nine month contract position to assist with ongoing project demand. It also includes an increase in Sidewalk Maintenance to proceed with our sidewalk rehabilitation program and the Action Items List in order to meet requests driven by Joint Committees.

**2016 Projection:**

The 2016 projected Expenditures, as compared to the 2016 Budget, have increased from \$524,300 to \$534,424 an increase of \$10,124 or 2%.

This increase is primarily due to bringing salaries and benefits in line with actuals as it is difficult to project overtime for winter maintenance and waste backup. Vehicle maintenance also incurred an overage due to the investment in aged fleet until August when the new trucks arrived.

***COMMUNITY HALL EXPENDITURES:***

**2017 Budget:**

The total budgeted Expenditures for 2017, in comparison to the 2016 Budget, has increased from \$122,525 to \$132,935, an increase of \$10,410 or 8%.

This increase represents a 5% heating increase, a 6% hydro increase, as well as 1.5% increase for building cleaning salaries and a better calculation of hours for booking, cleaning and public washroom facilities (May to October). These numbers vary from year to year depending on halls rentals.

**2016 Projection:**

The 2016 projected Expenditures, as compared to the 2016 Budget, have decreased from \$122,525 to \$121,801, a decrease of \$724.

***OTHER FACILITIES EXPENDITURES:***

**2017 Budget:**

The total budgeted Expenditures for 2017, in comparison to the 2016 Budget, have increased from \$66,650 to \$74,630, an increase of \$7,980, or 12%.

This increase represents a 5% heating increase and a 6% hydro increase.

**2016 Projection:**

The 2016 projected Expenditures, as compared to the 2016 Budget, have increased from \$66,650 to \$68,146, an increase of \$1,496 or 2%

This increase is primarily due to hydro increases.

***FIRE HALL EXPENDITURES:***

**2017 Budget:**

The total budgeted Expenditures for 2017, in comparison to the 2016 Budget, have decreased from \$28,850 to \$28,000, a decrease of \$850 or 3%.

This decrease represents savings in heating at the Elgin and Delta Fire Halls, based on 2016 projections.

**2016 Projection:**

The 2016 projected Expenditures, as compared to the 2016 Budget, have decreased from \$28,850 to \$24,610, a decrease of \$4,240, or 15%.

This decrease is primarily due to savings in heating at the Elgin and Delta Fire Halls.

***HARBOURS, BOAT LAUNCHES & PARKS EXPENDITURES:***

**2017 Budget:**

The total budgeted Expenditures for 2017, in comparison to the 2016 Budget, have increased from \$17,820 to \$25,590, an increase of \$7,770 or 44%.

This increase is primarily due the re-allocation of salaries to the Newboro Harbour, presenting clearer actuals for this facility. Other minor increases include a 6% hydro increase and building maintenance at Sand Lake Park for new doors.

**2016 Projection:**

The 2016 projected Expenditures, as compared to the 2016 Budget, have decreased from \$17,820 to \$14,422, a decrease of \$3,398 or 19%.

This decrease is primarily due to savings in materials, supplies and maintenance required at these facilities in 2016.

***LIBRARY EXPENDITURES:***

**2017 Budget:**

The total budgeted Expenditures for 2017, in comparison to the 2016 Budget, have increased from \$49,455 to \$51,425, an increase of \$1,970 or 4%.

This increase is primarily due to a 6% hydro increase and a 5% heating increase.

**2016 Projection:**

The 2016 projected Expenditures, as compared to the 2016 Budget, have decreased from \$49,455 to \$46,275, a decrease of \$3,180 or 6%.

This decrease is primarily due to the savings in building maintenance required in 2016 and over budgeting for heating.

***GARAGE EXPENDITURES:***

**2017 Budget:**

The total budgeted Expenditures for 2017, in comparison to the 2016 Budget, have decreased from \$44,050 to \$43,090, a decrease of \$960, or 2%.

**2016 Projection:**

The 2016 projected Expenditures, as compared to the 2016 Budget, have decreased from \$44,050 to \$42,473, a decrease of \$1,577 or 4%.

This decrease is primarily due to the savings in heating and hydro at the South Elmsley Garage.

**Township of Rideau Lakes  
2017 Operating Budget  
Department of Public Works - Properties**

	2017 Budget	2016 Budget	Variance \$	Variance %	2016 Projection	Variance \$	Variance %	2015 Actual
<b>Revenues</b>								
Administration	\$4,000	\$27,400	(\$23,400)		\$26,455	(\$945)		\$59,968
Community Halls	\$21,800	\$21,500	\$300		\$24,600	\$3,100		\$31,870
Other Facilities	\$35,820	\$35,100	\$720		\$35,025	(\$75)		\$35,243
Harbours, Boat Launches & Parks	\$52,840	\$48,650	\$4,190		\$52,000	\$3,350		\$47,415
Garages	\$1,600	\$1,400	\$200		\$1,550	\$150		\$2,178
<b>Total Revenues</b>	<b>\$116,060</b>	<b>\$134,050</b>	<b>(\$17,990)</b>	<b>-13%</b>	<b>\$139,630</b>	<b>\$5,580</b>	<b>4%</b>	<b>\$176,674</b>
<b>Expenditures</b>								
Administration	\$580,650	\$524,300	\$56,350		\$534,424	\$10,124		\$497,991
Community Halls	\$132,935	\$122,525	\$10,410		\$121,801	(\$724)		\$93,497
Other Facilities	\$74,630	\$66,650	\$7,980		\$68,146	\$1,496		\$76,555
Fire Halls	\$28,000	\$28,850	(\$850)		\$24,610	(\$4,240)		\$29,434
Harbours, Boat Launches & Parks	\$25,590	\$17,820	\$7,770		\$14,422	(\$3,398)		\$6,009
Libraries	\$51,425	\$49,455	\$1,970		\$46,275	(\$3,180)		\$37,703
Garages	\$43,090	\$43,090	\$0		\$42,473	(\$617)		\$48,114
<b>Total Expenditures</b>	<b>\$936,320</b>	<b>\$852,690</b>	<b>\$83,630</b>	<b>10%</b>	<b>\$852,151</b>	<b>(\$539)</b>	<b>0%</b>	<b>\$789,302</b>

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**Township of Rideau Lakes  
2017 Operating Budget  
Municipal Properties  
Administration**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
<b>Revenues</b>								
Other Income	\$4,000	\$6,000	(\$2,000)		\$6,455	\$455		\$59,968
Student Funding	\$0	\$1,400	(\$1,400)		\$0	(\$1,400)		
Transfer from Reserve	\$0	\$20,000	(\$20,000)		\$20,000	\$0		
<b>Total Revenues</b>	<b>\$4,000</b>	<b>\$27,400</b>	<b>(\$23,400)</b>	<b>-85%</b>	<b>\$26,455</b>	<b>(\$945)</b>	<b>-3%</b>	<b>\$59,968</b>
<b>Expenditures</b>								
Salaries	\$260,000	\$247,500	\$12,500		\$252,000	\$4,500		\$260,535
Students/Contract	\$60,000	\$39,000	\$21,000		\$34,610	(\$4,390)		\$36,512
Benefits	\$100,200	\$82,400	\$17,800		\$100,000	\$17,600		\$100,283
Safety Clothing	\$2,000	\$2,000	\$0		\$1,700	(\$300)		\$1,501
Health & Safety	\$2,800	\$2,000	\$800		\$1,800	(\$200)		\$905
Insurance	\$37,000	\$40,000	(\$3,000)		\$40,095	\$95		\$37,175
Landline - telephone	\$400	\$0	\$400		\$375	\$375		\$247
Cellular	\$2,100	\$5,100	(\$3,000)		\$2,525	(\$2,575)		\$4,669
Fuel	\$16,300	\$15,000	\$1,300		\$15,700	\$700		\$19,881
Material & Supplies	\$15,000	\$15,000	\$0		\$15,000	\$0		\$10,013
Garage/Tools	\$3,500	\$3,500	\$0		\$2,700	(\$800)		\$1,156
Equipment Rental	\$2,000	\$1,200	\$800		\$200	(\$1,000)		\$1,596
Advertising	\$400	\$500	(\$100)		\$270	(\$230)		\$104
Memberships	\$500	\$300	\$200		\$371	\$71		\$254
Vehicle Maintenance	\$7,500	\$15,000	(\$7,500)		\$22,000	\$7,000		\$12,570
Postage	\$100	\$100	\$0		\$100	\$0		\$65
Mileage Reimbursement	\$300	\$300	\$0		\$325	\$25		\$292
Printing & Photocopying	\$250	\$200	\$50		\$241	\$41		\$159
Installation of Signs	\$900	\$500	\$400		\$910	\$410		\$228
Licenses and Fees	\$2,000	\$1,300	\$700		\$1,600	\$300		\$1,329
Drinking Water - Testing	\$1,200	\$1,000	\$200		\$1,150	\$150		\$48
Conference/Seminars	\$1,500	\$1,500	\$0		\$50	(\$1,450)		\$0
Training	\$2,500	\$2,000	\$500		\$4,402	\$2,402		\$2,317
GPS/Computer Support	\$4,200	\$2,900	\$1,300		\$4,400	\$1,500		\$6,153
Legal Fees	\$1,000	\$0	\$1,000		\$0	\$0		
Action Items List	\$19,000	\$15,000	\$4,000		\$11,000	(\$4,000)		
Building Maintenance	\$15,000	\$15,000	\$0		\$14,000	(\$1,000)		
Sidewalk Maintenance	\$17,000	\$10,000	\$7,000		\$3,000	(\$7,000)		
Grounds Maintenance	\$6,000	\$6,000	\$0		\$3,900	(\$2,100)		
<b>Total Expenditures</b>	<b>\$580,650</b>	<b>\$524,300</b>	<b>\$56,350</b>	<b>11%</b>	<b>\$534,424</b>	<b>\$10,124</b>	<b>2%</b>	<b>\$497,991</b>



**Actions Items List for 2017 Budget Consideration**

**Joint Hall Board/Joint Recreation/Joint Beautification Committees**

<b>NORTH CROSBY WARD</b>	<b>COST</b>	<b>RESPONSIBLE</b>
Paint exterior of North Crosby Hall	\$2,500	Contractor
Install 4-8 additional split circuit outlets along the walls	\$ 700	Contractor
New locking mechanism between hall and hallway	\$ 1,200	Contractor
Pathway to gazebo improvements	\$ 500	Staff
Pathway to daycare improvements	\$ 500	Staff
Replace taps and counter tops in washrooms at Hall	\$ 1,000	Staff

<b>BSB WARD</b>		
<b>Portland Hall</b>		
Replace kitchen taps, sinks and counter	\$ 5,000	Contractor

<b>Kin Park</b>		
Fix light on the building	\$ 300	
Supply paint to volunteers	\$ 300	
Install a sunshade or gazebo by playground	\$ 2,000	
Purchase a new stove	\$ 800	

<b>DELTA</b>		
<b>DARS</b>		
replace bathroom sinks	\$ 300	
replace electric heaters in bathrooms	\$ 500	
Obtain and spread stone dust on walkway Stone Mills Pk	\$ 300	Staff

<b>SOUTH CROSBY WARD</b>		
<b>EMC</b>		
Look at drainage pipes & basin		Contractor
Examine interlocking stone and repair heaves	\$ -	Staff
Review air exchange unit	\$ 500	Contractor

<b>Rink</b>		
Paint boards	\$ 100	

<b>NEWBORO</b>		
<b>Newboro Hall</b>		
Refinish Main Floor after grant results	\$ 500	Staff
Paint interior - waiting for hall improvements	\$ 1,700	Contractor

<b>SUB TOTAL</b>	\$18,700	
<b>HST</b>	\$ 329.12	
<b>TOTAL</b>	\$ 19,029.12	

**Township of Rideau Lakes  
2017 Operating Budget  
Municipal Properties  
Community Halls**

	2017 Budget	2016 Budget	Variance \$	Variance %	2016 Projection	Variance \$	Variance %	2015 Actual
<b>Revenues</b>								
<b>Portland Hall</b>								
Rental Income	\$3,500	\$4,000	(\$500)		\$3,500	(\$500)		\$4,178
<b>South Elmsley Hall</b>								
Rental Income	\$4,500	\$5,000	(\$500)		\$4,500	(\$500)		\$6,193
<b>North Crosby Hall</b>								
Rental Income	\$10,000	\$9,000	\$1,000		\$11,200	\$2,200		\$12,627
<b>Elgin Hall</b>								
Rental Income	\$3,800	\$3,500	\$300		\$5,400	\$1,900		\$8,871
<b>Total Revenues</b>	<b>\$21,800</b>	<b>\$21,500</b>	<b>\$300</b>	<b>1%</b>	<b>\$24,600</b>	<b>\$3,100</b>	<b>14%</b>	<b>\$31,870</b>
<b>Expenditures</b>								
<b>Portland Hall</b>	<b>\$24,985</b>	<b>\$24,925</b>	<b>\$60</b>		<b>\$22,430</b>	<b>(\$2,495)</b>		
Hydro	\$7,910	\$6,700	\$1,210		\$7,455	\$755		\$5,960
Material & Supplies	\$100	\$100	\$0		\$100	\$0		\$0
Building Maintenance	\$2,500	\$3,500	(\$1,000)		\$1,000	(\$2,500)		\$1,220
Septic Maintenance	\$250	\$300	(\$50)		\$0	(\$300)		\$0
Building Cleaning/Booking	\$10,200	\$10,200	\$0		\$10,280	\$80		\$9,737
Heating	\$3,000	\$3,100	(\$100)		\$2,800	(\$300)		\$2,937
Drinking Water	\$150	\$150	\$0		\$95	(\$55)		\$96
Safety Devices	\$875	\$875	\$0		\$700	(\$175)		\$700
<b>Newboro Hall</b>	<b>\$9,420</b>	<b>\$11,100</b>	<b>(\$1,680)</b>		<b>\$8,696</b>	<b>(\$2,404)</b>		
Hydro	\$3,970	\$3,300	\$670		\$3,745	\$445		\$3,204
Building Mtce	\$1,500	\$1,500	\$0		\$1,325	(\$175)		\$1,403
Septic Maintenance	\$1,000	\$1,000	\$0		\$926	(\$74)		\$1,126
Building Cleaning	\$500	\$500	\$0		\$500	\$0		\$111
Heating	\$2,200	\$4,300	(\$2,100)		\$2,100	(\$2,200)		\$5,071
Drinking Water	\$250	\$500	(\$250)		\$100	(\$400)		\$515
<b>Morton Hall</b>	<b>\$7,400</b>	<b>\$7,100</b>	<b>\$300</b>		<b>\$6,650</b>	<b>(\$450)</b>		
Hydro	\$1,550	\$1,350	\$200		\$1,425	\$75		\$1,386
Heating	\$2,850	\$3,000	(\$150)		\$2,725	(\$275)		\$2,259
Building Mtce	\$2,000	\$2,000	\$0		\$1,750	(\$250)		\$1,068
Septic Maintenance	\$250	\$250	\$0		\$0	(\$250)		\$225
Building Cleaning	\$500	\$400	\$100		\$500	\$100		\$352
Drinking Water	\$250	\$100	\$150		\$250	\$150		\$48
<b>Chaffey's Hall</b>	<b>\$0</b>	<b>\$3,200</b>	<b>(\$3,200)</b>		<b>\$3,686</b>	<b>\$486</b>		
Hydro	\$0	\$3,200	(\$3,200)		\$2,943	(\$257)		\$5,143
Heating	\$0	\$0	\$0		\$456	\$456		\$1,554
Building Mtce	\$0	\$0	\$0		\$48	\$48		\$933
Septic Maintenance	\$0	\$0	\$0		\$0	\$0		\$0
Building Cleaning	\$0	\$0	\$0		\$189	\$189		\$144
Drinking Water	\$0	\$0	\$0		\$50	\$50		\$72
<b>South Elmsley Hall</b>	<b>\$18,595</b>	<b>\$16,650</b>	<b>\$1,945</b>		<b>\$16,524</b>	<b>(\$126)</b>		
Hydro	\$4,500	\$5,300	(\$800)		\$4,000	(\$1,300)		\$4,932
Heat	\$6,345	\$3,400	\$2,945		\$6,100	\$2,700		\$4,289
Landline - telephone	\$500	\$500	\$0		\$425	(\$75)		\$405
Building Cleaning/Booking	\$4,800	\$4,800	\$0		\$4,800	\$0		\$4,283
Building Maintenance	\$2,000	\$2,000	\$0		\$750	(\$1,250)		\$2,347
Drinking Water	\$250	\$200	\$50		\$249	\$49		\$96
Alarm System	\$200	\$450	(\$250)		\$200	(\$250)		\$321
<b>Elgin Hall</b>	<b>\$43,595</b>	<b>\$36,650</b>	<b>\$6,945</b>		<b>\$38,625</b>	<b>\$1,975</b>		

**Township of Rideau Lakes  
2017 Operating Budget  
Municipal Properties  
Community Halls**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
Hydro	\$19,165	\$15,000	\$4,165		\$18,100	\$3,100		\$15,431
Landline - telephone	\$600	\$600	\$0		\$600	\$0		\$574
Alarm System	\$300	\$300	\$0		\$275	(\$25)		\$134
Material & Supplies	\$250	\$250	\$0		\$175	(\$75)		\$0
Building Maintenance	\$3,500	\$3,400	\$100		\$1,700	(\$1,700)		\$938
Building Cleaning/Booking	\$16,380	\$12,250	\$4,130		\$14,950	\$2,700		\$194
Septic Maintenance	\$250	\$250	\$0		\$0	(\$250)		\$0
Heating	\$3,000	\$4,400	(\$1,400)		\$2,700	(\$1,700)		\$4,720
Drinking Water	\$150	\$200	(\$50)		\$125	(\$75)		\$96
<b>North Crosby Hall</b>	<b>\$28,940</b>	<b>\$22,900</b>	<b>\$6,040</b>		<b>\$25,190</b>	<b>\$2,290</b>		
Hydro	\$5,625	\$4,300	\$1,325		\$5,300	\$1,000		\$4,182
Landline - telephone	\$650	\$650	\$0		\$620	(\$30)		\$623
Alarm System	\$300	\$300	\$0		\$225	(\$75)		\$224
Material & Supplies	\$150	\$150	\$0		\$150	\$0		\$4
Building Maintenance	\$3,500	\$2,000	\$1,500		\$800	(\$1,200)		\$1,033
Septic Maintenance	\$250	\$250	\$0		\$0	(\$250)		\$0
Building Cleaning/Booking	\$16,340	\$12,250	\$4,090		\$16,020	\$3,770		\$259
Heating	\$1,900	\$2,800	(\$900)		\$1,850	(\$950)		\$3,074
Drinking Water	\$225	\$200	\$25		\$225	\$25		\$72
						\$0		
<b>Total Expenditures</b>	<b>\$132,935</b>	<b>\$122,525</b>	<b>\$10,410</b>	<b>8%</b>	<b>\$121,801</b>	<b>(\$724)</b>	<b>-1%</b>	<b>\$93,497</b>

**Township of Rideau Lakes  
2017 Operating Budget  
Municipal Properties  
Other Facilities**

	2017	2016	Variance	Variance	2016	Variance	Variance	2015
	Budget	Budget	\$	%	Projection	\$	%	Actual
<b>Revenues</b>								
<b>Delta Rehab Centre</b>								
Rental Income	\$9,195	\$8,400	\$795		\$8,400	\$0		\$8,618
<b>NC Day Care</b>								
Rental Income	\$1,200	\$1,200	\$0		\$1,200	\$0		\$1,200
<b>Elgin Post Office</b>								
Rental Income	\$25,425	\$25,500	(\$75)		\$25,425	(\$75)		\$25,425
<b>Total Revenues</b>	<b>\$35,820</b>	<b>\$35,100</b>	<b>\$720</b>	<b>2%</b>	<b>\$35,025</b>	<b>(\$75)</b>	<b>0%</b>	<b>\$35,243</b>
<b>Expenditures</b>								
<b>Chantry Office</b>	<b>\$32,815</b>	<b>\$32,050</b>	<b>\$765</b>	<b>2%</b>	<b>\$29,326</b>	<b>(\$2,724)</b>	<b>-8%</b>	
Hydro	\$14,000	\$12,500	\$1,500		\$13,000	\$500		\$12,008
Health & Safety	\$300	\$500	(\$200)		\$100	(\$400)		\$84
Building Maintenance	\$3,000	\$3,000	\$0		\$1,700	(\$1,300)		\$1,513
Heating	\$6,265	\$8,000	(\$1,735)		\$6,050	(\$1,950)		\$8,305
Alarm System	\$1,500	\$700	\$800		\$1,476	\$776		\$403
Material & Supplies	\$500	\$500	\$0		\$150	(\$350)		\$225
Drinking Water	\$300	\$300	\$0		\$150	(\$150)		\$289
Septic Maintenance	\$250	\$250	\$0		\$0	(\$250)		\$0
Building Cleaning	\$6,700	\$6,300	\$400		\$6,700	\$400		\$5,728
<b>Delta Rehab</b>	<b>\$5,515</b>	<b>\$6,200</b>	<b>(\$685)</b>	<b>-11%</b>	<b>\$5,525</b>	<b>(\$675)</b>	<b>-11%</b>	
Hydro	\$2,700	\$1,900	\$800		\$2,550	\$650		\$1,924
Heating	\$1,365	\$2,600	(\$1,235)		\$1,300	(\$1,300)		\$2,272
Building Maintenance	\$1,300	\$1,500	(\$200)		\$1,500	\$0		\$469
Drinking Water	\$150	\$200	(\$50)		\$175	(\$25)		\$72
<b>NC Daycare</b>	<b>\$6,775</b>	<b>\$8,750</b>	<b>(\$1,975)</b>	<b>-23%</b>	<b>\$7,275</b>	<b>(\$1,475)</b>	<b>-17%</b>	
Drinking Water	\$750	\$750	\$0		\$1,700	\$950		\$637
Building Maintenance	\$1,000	\$1,000	\$0		\$750	(\$250)		\$2,057
Heating	\$5,025	\$7,000	(\$1,975)		\$4,825	(\$2,175)		\$6,958
<b>SE OPP</b>	<b>\$18,500</b>	<b>\$6,700</b>	<b>\$11,800</b>	<b>176%</b>	<b>\$15,125</b>	<b>\$8,425</b>	<b>126%</b>	
Hydro/Heating	\$11,100	\$6,700	\$4,400		\$10,000	\$3,300		\$15,344
Building Maintenance	\$2,500	\$0	\$2,500		\$225	\$225		\$899
Drinking Water	\$0	\$0	\$0		\$0	\$0		\$0
Building Cleaning	\$4,900	\$0	\$4,900		\$4,900	\$4,900		\$4,498
<b>Elgin Rink</b>	<b>\$4,425</b>	<b>\$4,300</b>	<b>\$125</b>	<b>3%</b>	<b>\$4,200</b>	<b>(\$100)</b>	<b>-2%</b>	
Hydro/Heating	\$3,925	\$3,800	\$125		\$3,700	(\$100)		\$3,464
Building Maintenance	\$500	\$500	\$0		\$500	\$0		\$689
<b>Township Cemeteries</b>	<b>\$900</b>	<b>\$500</b>	<b>\$400</b>	<b>80%</b>	<b>\$900</b>	<b>\$400</b>	<b>80%</b>	
Maintenance	\$900	\$500	\$400		\$900	\$400		\$960
<b>PW Storage - Delta</b>	<b>\$1,800</b>	<b>\$2,200</b>	<b>(\$400)</b>	<b>-18%</b>	<b>\$1,745</b>	<b>(\$455)</b>	<b>-21%</b>	
Hydro	\$1,600	\$1,700	(\$100)		\$1,500	(\$200)		\$1,695
Heating	\$0	\$0	\$0		\$245	\$245		\$244
Building Maintenance	\$200	\$500	(\$300)		\$0	(\$500)		\$0
<b>DARS</b>	<b>\$3,900</b>	<b>\$5,950</b>	<b>(\$2,050)</b>	<b>-34%</b>	<b>\$4,050</b>	<b>(\$1,900)</b>	<b>-32%</b>	
Hydro/Heating	\$1,650	\$3,200	(\$1,550)		\$1,550	(\$1,650)		\$3,002
Building Maintenance	\$1,500	\$2,000	(\$500)		\$2,000	\$0		\$1,916
Septic Maintenance	\$750	\$750	\$0		\$500	(\$250)		\$901
<b>Total Expenditures</b>	<b>\$74,630</b>	<b>\$66,650</b>	<b>\$7,980</b>	<b>12%</b>	<b>\$68,146</b>	<b>\$1,496</b>	<b>2%</b>	<b>\$76,555</b>

**Township of Rideau Lakes  
2017 Operating Budget  
Municipal Properties  
Fire Halls**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
<b>Expenditures</b>								
<b>Portland Fire Hall</b>	<b>\$11,400</b>	<b>\$9,600</b>	<b>\$1,800</b>		<b>\$9,785</b>	<b>\$185</b>	<b>2%</b>	<b>\$10,674</b>
Hydro	\$4,300	\$3,000	\$1,300		\$4,050	\$1,050		\$2,672
Heating	\$2,600	\$2,800	(\$200)		\$2,500	(\$300)		\$2,865
Building Maintenance	\$2,500	\$2,500	\$0		\$1,300	(\$1,200)		\$4,098
Septic Maintenance	\$1,200	\$500	\$700		\$1,125	\$625		\$450
Alarm Monitoring	\$400	\$400	\$0		\$400	\$0		\$305
Drinking Water	\$400	\$400	\$0		\$410	\$10		\$284
<b>Elgin Fire Hall</b>	<b>\$4,400</b>	<b>\$5,900</b>	<b>(\$1,500)</b>		<b>\$4,150</b>	<b>(\$1,750)</b>	<b>-30%</b>	
Building Maintenance	\$1,500	\$1,500	\$0		\$1,450	(\$50)		\$1,101
Heating	\$2,900	\$4,400	(\$1,500)		\$2,700	(\$1,700)		\$4,300
<b>Delta Fire Hall</b>	<b>\$12,200</b>	<b>\$13,350</b>	<b>(\$1,150)</b>		<b>\$10,675</b>	<b>(\$2,675)</b>	<b>-20%</b>	
Hydro	\$5,350	\$3,200	\$2,150		\$5,025	\$1,825		\$3,208
Heating	\$4,400	\$7,600	(\$3,200)		\$4,200	(\$3,400)		\$7,308
Building Maintenance	\$1,500	\$1,600	(\$100)		\$750	(\$850)		\$1,978
Septic Maintenance	\$250	\$250	\$0		\$0	(\$250)		\$224
Drinking Water	\$300	\$300	\$0		\$300	\$0		\$254
Alarm Monitoring	\$400	\$400	\$0		\$400	\$0		\$387
<b>Total Expenditures</b>	<b>\$28,000</b>	<b>\$28,850</b>	<b>(\$850)</b>	<b>-3%</b>	<b>\$24,610</b>	<b>(\$4,240)</b>	<b>-15%</b>	<b>\$29,434</b>

**Township of Rideau Lakes  
2017 Operating Budget  
Municipal Properties  
Harbours, Boat Launch & Parks**

	2017 Budget	2016 Budget	Variance \$	Variance %	2016 Projection	Variance \$	Variance %	2015 Actual
<b>Revenues</b>								
<b>Newboro Harbour</b>	<b>\$43,555</b>	<b>\$41,950</b>	<b>\$1,605</b>		<b>\$42,700</b>	<b>\$750</b>	<b>2%</b>	<b>\$40,471</b>
Parking Fees	\$7,855	\$6,250	\$1,605		\$7,700	\$1,450		\$6,184
Dock Fees	\$35,700	\$35,700	\$0		\$35,000	(\$700)		\$34,286
<b>Portland Harbour</b>								
Dock Fees	<b>\$9,285</b>	<b>\$6,700</b>	<b>\$2,585</b>		<b>\$9,300</b>	<b>\$2,600</b>	<b>39%</b>	<b>\$6,945</b>
<b>Total Revenues</b>	<b>\$52,840</b>	<b>\$48,650</b>	<b>\$4,190</b>	<b>9%</b>	<b>\$52,000</b>	<b>\$3,350</b>	<b>7%</b>	<b>\$47,415</b>
<b>Expenditures</b>								
<b>Newboro Harbour</b>	<b>\$9,230</b>	<b>\$2,900</b>	<b>\$6,330</b>	<b>218%</b>	<b>\$1,810</b>	<b>(\$1,090)</b>	<b>-38%</b>	
Salaries	\$7,300	\$0	\$7,300		\$0	\$0		
Hydro	\$430	\$500	(\$70)		\$410	(\$90)		\$438
Materials & Supplies	\$1,500	\$2,400	(\$900)		\$1,400	(\$1,000)		\$2,363
<b>Portland Harbour</b>	<b>\$5,350</b>	<b>\$4,610</b>	<b>\$740</b>	<b>16%</b>	<b>\$5,010</b>	<b>\$400</b>	<b>9%</b>	<b>\$3,921</b>
Salaries	\$3,400	\$2,500	\$900		\$3,290	\$790		\$2,470
Hydro	\$1,200	\$860	\$340		\$1,130	\$270		\$898
Materials & Supplies	\$500	\$1,000	(\$500)		\$390	(\$610)		\$554
Docklight Repairs	\$250	\$250	\$0		\$200	(\$50)		\$0
<b>Portland Beach</b>								
Materials & Supplies	<b>\$250</b>	<b>\$250</b>	<b>\$0</b>	<b>0%</b>	<b>\$125</b>	<b>(\$125)</b>	<b>-50%</b>	<b>\$335</b>
<b>Kinsmen Park</b>	<b>\$4,300</b>	<b>\$5,100</b>	<b>(\$800)</b>	<b>-16%</b>	<b>\$3,490</b>	<b>(\$1,610)</b>	<b>-32%</b>	<b>\$4,566</b>
Building Maintenance	\$500	\$500	\$0		\$365	(\$135)		\$308
Hydro	\$3,300	\$3,600	(\$300)		\$3,125	(\$475)		\$3,528
Materials & Supplies	\$250	\$750	(\$500)		\$0	(\$750)		\$730
Septic Maintenance	\$250	\$250	\$0		\$0	(\$250)		\$0
<b>Newboro Ball Park</b>	<b>\$2,250</b>	<b>\$2,750</b>	<b>(\$500)</b>	<b>-18%</b>	<b>\$2,436</b>	<b>(\$314)</b>	<b>-11%</b>	<b>\$271</b>
Building Maintenance	\$2,000	\$2,000	\$0		\$2,210	\$210		\$46
Hydro	\$0	\$500	(\$500)		\$0	(\$500)		\$0
Septic Maintenance	\$250	\$250	\$0		\$226	(\$24)		\$225
<b>Sand Lake Park</b>	<b>\$3,210</b>	<b>\$1,710</b>	<b>\$1,500</b>	<b>88%</b>	<b>\$1,551</b>	<b>(\$159)</b>	<b>-9%</b>	<b>\$836</b>
Drinking Water	\$500	\$100	\$400		\$726	\$626		\$72
Hydro	\$460	\$360	\$100		\$430	\$70		\$423
Septic Maintenance	\$250	\$250	\$0		\$0	(\$250)		\$0
Building Maintenance	\$2,000	\$1,000	\$1,000		\$395	(\$605)		\$340
<b>Vanclief Park</b>								
Materials & Supplies	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>		<b>\$0</b>
<b>Shillington Park</b>								
Materials & Supplies	<b>\$1,000</b>	<b>\$500</b>	<b>\$500</b>	<b>100%</b>	<b>\$0</b>	<b>(\$500)</b>	<b>-100%</b>	
<b>Total Expenditures</b>	<b>\$25,590</b>	<b>\$17,820</b>	<b>\$7,770</b>	<b>44%</b>	<b>\$14,422</b>	<b>(\$3,398)</b>	<b>-19%</b>	<b>\$6,009</b>

**Township of Rideau Lakes  
2017 Operating Budget  
Municipal Properties  
Libraries**

	2017 Budget	2016 Budget	Variance \$	Variance %	2016 Projection	Variance \$	Variance %	2015 Actual
<b>Expenditures</b>								
<b>Newboro Library</b>	<b>\$12,675</b>	<b>\$12,000</b>	<b>\$675</b>	<b>6%</b>	<b>\$11,760</b>	<b>(\$240)</b>	<b>-2%</b>	
Hydro/Heating	\$10,345	\$9,700	\$645		\$9,760	\$60		\$8,346
Septic Maintenance	\$250	\$250	\$0		\$250	\$0		\$0
Building Maintenance	\$500	\$500	\$0		\$225	(\$275)		\$56
Building Cleaning	\$1,480	\$1,450	\$30		\$1,425	(\$25)		\$98
Drinking Water	\$100	\$100	\$0		\$100	\$0		\$96
<b>Elgin Library</b>	<b>\$8,325</b>	<b>\$8,450</b>	<b>(\$125)</b>	<b>-1%</b>	<b>\$6,575</b>	<b>(\$1,875)</b>	<b>-22%</b>	
Building Maintenance	\$2,500	\$2,500	\$0		\$375	(\$2,125)		\$494
Building Cleaning	\$3,000	\$1,450	\$1,550		\$3,500	\$2,050		\$166
Heating	\$2,825	\$4,500	(\$1,675)		\$2,700	(\$1,800)		\$4,389
<b>Delta Library</b>	<b>\$6,850</b>	<b>\$4,700</b>	<b>\$2,150</b>	<b>46%</b>	<b>\$5,755</b>	<b>\$1,055</b>	<b>22%</b>	
Building Maintenance	\$750	\$1,000	(\$250)		\$155	(\$845)		\$1,398
Hydro/Heating	\$4,500	\$2,150	\$2,350		\$4,100	\$1,950		\$1,932
Building Cleaning	\$1,500	\$1,450	\$50		\$1,450	\$0		\$499
Drinking Water	\$100	\$100	\$0		\$50	(\$50)		\$0
<b>Portland Library</b>	<b>\$23,575</b>	<b>\$24,305</b>	<b>(\$730)</b>	<b>-3%</b>	<b>\$22,185</b>	<b>(\$2,120)</b>	<b>-9%</b>	
Rent	\$16,500	\$16,000	\$500		\$15,500	(\$500)		\$13,991
Hydro	\$2,675	\$2,755	(\$80)		\$2,510	(\$245)		\$2,577
Heating	\$2,950	\$4,100	(\$1,150)		\$2,800	(\$1,300)		\$3,546
Building Cleaning	\$1,450	\$1,450	\$0		\$1,375	(\$75)		\$114
<b>Total Expenditures</b>	<b>\$51,425</b>	<b>\$49,455</b>	<b>\$1,970</b>	<b>4%</b>	<b>\$46,275</b>	<b>(\$3,180)</b>	<b>-6%</b>	<b>\$37,703</b>

**Township of Rideau Lakes  
2017 Operating Budget  
Municipal Properties  
Garages**

	2017 Budget	2016 Budget	Variance \$	Variance %	2016 Projection	Variance \$	Variance %	2015 Actual
<b>Revenues</b>								
<b>North Crosby Garage</b>								
County Rental Income	\$1,600	\$1,400	\$200		\$1,550	\$150		\$2,178
<b>Total Revenues</b>	<b>\$1,600</b>	<b>\$1,400</b>	<b>\$200</b>	<b>14%</b>	<b>\$1,550</b>	<b>\$150</b>	<b>11%</b>	<b>\$2,178</b>
<b>Expenditures</b>								
<b>North Crosby Garage</b>	<b>\$17,275</b>	<b>\$17,450</b>	<b>(\$175)</b>	<b>-1%</b>	<b>\$17,995</b>	<b>\$545</b>	<b>3%</b>	
Building Maintenance	\$4,000	\$4,000	\$0		\$4,400	\$400		\$7,342
Heat	\$5,325	\$6,500	(\$1,175)		\$5,200	(\$1,300)		\$6,897
Hydro	\$7,950	\$6,700	\$1,250		\$7,495	\$795		\$5,372
Septic Maintenance	\$0	\$250	(\$250)		\$900	\$650		\$0
<b>South Elmsley Garage</b>	<b>\$15,425</b>	<b>\$16,400</b>	<b>(\$975)</b>	<b>-6%</b>	<b>\$14,678</b>	<b>(\$1,722)</b>	<b>-11%</b>	
Heat	\$7,000	\$8,150	(\$1,150)		\$6,800	(\$1,350)		\$8,158
Hydro	\$3,850	\$5,000	(\$1,150)		\$3,600	(\$1,400)		\$4,634
Alarm	\$300	\$250	\$50		\$275	\$25		\$46
Septic Maintenance	\$250	\$500	(\$250)		\$0	(\$500)		\$324
Landline -Telephones	\$425	\$400	\$25		\$410	\$10		\$404
Building Maintenance	\$3,500	\$2,000	\$1,500		\$3,500	\$1,500		\$6,009
Drinking Water	\$100	\$100	\$0		\$93	(\$7)		\$0
<b>Crosby Garage</b>	<b>\$10,390</b>	<b>\$10,200</b>	<b>\$190</b>	<b>2%</b>	<b>\$9,800</b>	<b>(\$400)</b>	<b>-4%</b>	
Building Maintenance	\$100	\$200	(\$100)		\$60	(\$140)		\$73
Heat	\$5,400	\$5,250	\$150		\$5,100	(\$150)		\$3,844
Hydro	\$4,890	\$4,100	\$790		\$4,625	\$525		\$4,139
Septic Maintenance	\$0	\$250	(\$250)		\$0	(\$250)		\$0
Landline -Telephones	\$0	\$400	(\$400)		\$15	(\$385)		\$873
<b>Total Expenditures</b>	<b>\$43,090</b>	<b>\$44,050</b>	<b>(\$960)</b>	<b>-2%</b>	<b>\$42,473</b>	<b>(\$1,577)</b>	<b>-4%</b>	<b>\$48,114</b>





**2017 DRAFT OPERATING BUDGET & 2016 PROJECTION  
LEAD SHEET  
PUBLIC WORKS – ENVIRONMENTAL SERVICES**

***SUMMARY REVENUES:***

**2017 Budget:**

The total budgeted Revenue for 2017, in comparison to the 2016 Budget has decreased from \$578,500 to \$572,200, a decrease of \$6,300 or 1%.

**2016 Projection:**

The 2016 projected Revenue, as compared to the 2016 Budget, has increased from \$578,500 to \$582,647, an increase of \$4,147, or 1%.

***SUMMARY EXPENDITURES:***

**2017 Budget:**

The total budgeted Expenditures for 2017, in comparison to the 2016 Budget have increased from \$919,725 to \$993,005, an increase of \$73,280 or 8%.

**2016 Projection:**

The total 2016 projected Expenditures, as compared to the 2016 Budget, have increased from \$919,725 to \$979,138, an increase of \$59,413 or 6%.

A detailed breakdown is provided below by division within the department.

***ADMINISTRATION REVENUE:***

**2017 Budget:**

The Administration total budgeted Revenue for 2017, in comparison to the 2016 Budget, has increased from \$394,500 to \$405,000, an increase of \$10,500 or 3%.

While it is projected that bag tag revenues will decrease from the 2016 budget, the sale of the single compartment waste collection truck will increase 2017 revenues.

**2016 Projection:**

The 2016 projected Revenue, as compared to the 2016 Budget, has increased from \$394,500 to \$418,647, an increase of \$24,147 or 6%.

This increase is due to a review of the waste disposal contract and invoicing, concluding with a \$38,000 reimbursement for over charges from 2012 to 2014, as well as revenue from the sale of surplus equipment.

***PORTLAND TRANSFER STATION REVENUE:***

**2017 Budget:**

The total budgeted Revenue for 2017, in comparison to the 2016 Budget, has decreased from \$184,000 to \$167,200, a decrease of \$16,800 or 9%.

Annual budgets are based on historical data and revenues are difficult to project, as operations at the Site vary from year to year. This decrease is due to the reduction in tipping fees, therefore indicating that more people are reducing, reusing and recycling and that our diversion rate will increase.

**2016 Projection:**

The 2016 projected Revenue, as compared to the 2016 Budget, has decreased from \$184,000 to \$164,000 a decrease of \$20,000, or 12%.

Annual budgets are based on historical data and revenues are difficult to project, as operations at the Site vary from year to year. This decrease is due to the reduction in tipping fees, therefore indicating that more people are reducing, reusing and recycling and that our diversion rate will increase.

***ADMINISTRATION EXPENDITURES:***

**2017 Budget:**

The Administration total budgeted Expenditures for 2017, in comparison to the 2016 Budget, have increased from \$488,275 to \$494,650, an increase of \$6,375 or 1%.

This increase is due to a 1.5% cost of living increase, a 5% fuel increase and a slight increase in Professional Fees, as the Hartsgravel Rd (historical) Site has now been included, as MOECC will be performing a Site Inspection in early 2017.

**2016 Projection:**

The 2016 projected Expenditures, as compared to the 2016 Budget, have increased from \$488,275 to \$499,663, an increase of \$11,388, or 2%.

This increase is primarily due to under budgeting in salaries and benefits.

***DELTA TRANSFER STATION EXPENDITURES:***

No significant changes

***PORTLAND TRANSFER STATION EXPENDITURES:***

**2017 Budget:**

The total budgeted Expenditures for 2017, in comparison to the 2016 Budget, has increased from \$404,950 to \$471,500, an increase of \$66,550 or 16%.

This increase represents the CPI increase for 2017, plus additional costing for recycling and transferring waste off site in order to save capacity in the landfill, based on 2016

projections. It is difficult to budget was recycling and waste disposal, as it is all dependent on tonnages generated by our businesses and residents.

**2016 Projection:**

The 2016 projected expenditures, as compared to the 2016 Budget, have increased from \$404,950 to \$454,225, an increase of \$49,275 or 12%.

The increase is primarily due to overages for transferring waste off site, recycling fees and our hazardous waste event (which brought in \$9000 on the Revenue side).

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**Township of Rideau Lakes  
2017 Operating Budget  
Environmental Services**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
<b>Revenues</b>								
Administration	\$405,000	\$394,500	\$10,500		\$418,647	\$24,147		\$388,770
Portland Landfill	\$167,200	\$184,000	(\$16,800)		\$164,000	(\$20,000)		\$183,192
<b>Total Revenues</b>	<b>\$572,200</b>	<b>\$578,500</b>	<b>(\$6,300)</b>	<b>-1%</b>	<b>\$582,647</b>	<b>\$4,147</b>	<b>1%</b>	<b>\$571,962</b>
<b>Expenditures</b>								
Administration	\$494,650	\$488,275	\$6,375		\$499,663	\$11,388		\$553,073
Delta Landfill	\$26,855	\$26,500	\$355		\$25,250	(\$1,250)		\$26,332
Portland Transfer Station	\$471,500	\$404,950	\$66,550		\$454,225	\$49,275		\$427,634
<b>Total Expenditures</b>	<b>\$993,005</b>	<b>\$919,725</b>	<b>\$73,280</b>	<b>8%</b>	<b>\$979,138</b>	<b>\$59,413</b>	<b>6%</b>	<b>\$1,007,039</b>

Draft #1

**Township of Rideau Lakes  
2017 Operating Budget  
Environmental Services  
Administration**

	2017 Budget	2016 Budget	Variance \$	Variance %	2016 Projection	Variance \$	Variance %	2015 Actual
<b>Revenues</b>								
Sale of Composters	\$0	\$1,000	(\$1,000)		\$870	(\$130)		\$1,079
Bag Tags	\$260,000	\$290,000	(\$30,000)		\$260,000	(\$30,000)		\$277,760
Grants	\$100,000	\$90,000	\$10,000		\$100,000	\$10,000		\$109,932
Other Income	\$45,000	\$0	\$45,000		\$44,277	\$44,277		\$0
Transfer from Reserves		\$13,500	(\$13,500)		\$13,500	\$0		\$0
<b>Total Revenues</b>	<b>\$405,000</b>	<b>\$394,500</b>	<b>\$10,500</b>	<b>3%</b>	<b>\$418,647</b>	<b>\$24,147</b>	<b>6%</b>	<b>\$388,770</b>
<b>Expenditures</b>								
Salaries	\$260,000	\$239,000	\$21,000		\$262,000	\$23,000		\$244,884
Benefits	\$78,500	\$62,000	\$16,500		\$80,500	\$18,500		\$63,662
Summer Student	\$8,000	\$10,000	(\$2,000)		\$7,720	(\$2,280)		\$0
Computer Support/GPS	\$2,300	\$2,200	\$100		\$2,300	\$100		\$2,543
Insurance	\$2,800	\$3,000	(\$200)		\$3,185	\$185		\$2,713
Landline - Phone	\$300	\$375	(\$75)		\$275	(\$100)		\$247
Material & Supplies	\$3,000	\$3,000	\$0		\$2,000	(\$1,000)		\$91,989
Safety Clothing	\$1,700	\$2,000	(\$300)		\$1,600	(\$400)		\$833
Health & Safety	\$500	\$1,000	(\$500)		\$100	(\$900)		\$30
Cellular	\$400	\$800	(\$400)		\$393	(\$407)		\$732
Fuel	\$52,000	\$70,000	(\$18,000)		\$50,000	(\$20,000)		\$57,472
Vehicle Maintenance	\$20,000	\$30,000	(\$10,000)		\$29,000	(\$1,000)		\$29,067
Garage/Tools	\$300	\$300	\$0		\$125	(\$175)		\$0
Licenses and Fees	\$3,000	\$2,700	\$300		\$2,760	\$60		\$2,907
Mileage Reimbursement	\$350	\$400	(\$50)		\$350	(\$50)		\$298
Training Costs	\$2,000	\$3,500	(\$1,500)		\$1,490	(\$2,010)		\$1,134
Postage/Courier	\$8,000	\$11,000	(\$3,000)		\$7,400	(\$3,600)		\$5,205
Advertising	\$1,500	\$1,500	\$0		\$1,400	(\$100)		\$870
Printing and Photocopying	\$10,000	\$11,500	(\$1,500)		\$8,700	(\$2,800)		\$10,007
Bag Tags	\$10,000	\$8,000	\$2,000		\$7,740	(\$260)		\$6,086
Composters	\$0	\$1,000	(\$1,000)		\$625	(\$375)		\$992
Professional Fees (HG/E/NC)	\$30,000	\$25,000	\$5,000		\$30,000	\$5,000		\$31,402
<b>Total Expenditures</b>	<b>\$494,650</b>	<b>\$488,275</b>	<b>\$6,375</b>	<b>1%</b>	<b>\$499,663</b>	<b>\$11,388</b>	<b>2%</b>	<b>\$553,073</b>

**Township of Rideau Lakes  
2017 Operating Budget  
Environmental Services  
Delta Transfer Station**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
<b>Expenditures</b>								
Hydro	\$1,855	\$1,500	\$355		\$1,750	\$250		\$1,443
Professional Fees	\$25,000	\$25,000	\$0		\$23,500	(\$1,500)		\$24,889
<b>Total Expenditures</b>	<b>\$26,855</b>	<b>\$26,500</b>	<b>\$355</b>	<b>1%</b>	<b>\$25,250</b>	<b>(\$1,250)</b>	<b>-5%</b>	<b>\$26,332</b>

Draft #1

**Township of Rideau Lakes  
2017 Operating Budget  
Environmental Services  
Portland Transfer Station**

	2017 Budget	2016 Budget	Variance \$	Variance %	2016 Projection	Variance \$	Variance %	2015 Actual
<b>Revenues</b>								
Tipping Fees/Fines	\$167,200	\$184,000	(\$16,800)		\$164,000	(\$20,000)		\$183,192
<b>Total Revenues</b>	<b>\$167,200</b>	<b>\$184,000</b>	<b>(\$16,800)</b>	<b>-9%</b>	<b>\$164,000</b>	<b>(\$20,000)</b>	<b>-12%</b>	<b>\$183,192</b>
<b>Expenditures</b>								
Equipment Rental	\$15,000	\$10,000	\$5,000		\$10,150	\$150		\$505
Equipment Mtce	\$6,000	\$4,000	\$2,000		\$4,700	\$700		\$7,424
Hydro	\$2,700	\$1,700	\$1,000		\$2,265	\$565		\$1,467
Recycling Costs	\$142,000	\$129,000	\$13,000		\$133,000	\$4,000		\$135,435
Disposal Costs	\$220,000	\$171,000	\$49,000		\$210,000	\$39,000		\$206,072
Professional Fees	\$35,000	\$35,000	\$0		\$33,000	(\$2,000)		\$25,477
Compact/Cover	\$25,500	\$25,000	\$500		\$25,000	\$0		\$23,770
Hazardous Waste	\$25,000	\$29,000	(\$4,000)		\$36,110	\$7,110		\$27,483
Training	\$300	\$250	\$50		\$0	(\$250)		\$0
<b>Total Expenditures</b>	<b>\$471,500</b>	<b>\$404,950</b>	<b>\$66,550</b>	<b>16%</b>	<b>\$454,225</b>	<b>\$49,275</b>	<b>12%</b>	<b>\$427,634</b>



**2017 DRAFT OPERATING BUDGET & 2016 PROJECTION  
LEAD SHEET  
PUBLIC WORKS – ROADS DEPARTMENT**

The core departmental services provided by the Roads Department are as follows.

- **Revenue** – Road Entrance Permits and Other Income (MNR)
- **Administration** – Streetlights and Department Administration
- **Patrol** – Road Maintenance, Road Construction, Drainage, Bridges & Culverts, winter Road Maintenance, Signage and Fleet management

**DEPARTMENT SUMMARY:**

***REVENUE:***

**2017 Budget:**

The Roads Department total budgeted revenue for 2017, in comparison to the 2016 Budget, has decreased from \$98,000 to \$45,000 a decrease of \$53,000, or -54%.

**2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget, has increased from \$98,000 to \$109,583 an increase of \$11,583 or 12%.

***EXPENDITURES:***

**2017 Budget:**

The Roads Department total budgeted expenditures for 2017, in comparison to the 2016 Budget, have increased from \$2,701,250 to \$2,807,550, an increase of \$106,300, or 4%.

**2016 Projection:**

The 2016 projected expenditures, as compared to the 2016 Budget, have decreased from \$2,701,250 to \$2,655,248 a decrease of \$46,002 or -2%.

A detailed breakdown is provided below by division within the department.

**ROADS ADMINISTRATION:**

***REVENUE:***

**2017 Budget:**

Roads Administration total budgeted revenue for 2017, in comparison to the 2016 Budget, has decreased from \$98,000 to \$45,000 a decrease of \$53,000, or -54%.



The \$53K decrease in the 2017 budgeted revenue consists of a \$48,000 decrease in county road maintenance, due to the county changing their material application from a sand/salt mixture to straight salt and a decrease of \$5,000 in sale of equipment. It is important to note that revenues from sale of equipment are only possible if capital funds are allocated and approved for new equipment requested in the 2017 Capital Budget.

**2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget, has increased from \$98,000 to \$109,583 an increase of \$11,583 or 12%.

Due to the County changing from a sand/salt mix our County Road Recovery – Material we did not meet our projections, however with Elizabethtown/Kitley's reimbursement for their portion of the capital work performed on Townline Road and exceeding our predictions with the sale of equipment, we surpassed our projections.

***EXPENDITURES:***

**2017 Budget:**

The Roads Administration budgeted expenditures for 2017, in comparison to the 2016 Budget, have increased from \$340,550 to \$363,950, an increase of \$23,400, or 7%.

Computer support has increased \$15,000 due to the addition of two new software programs being added to the existing GPS system that were approved by Council in the 2015 budget. Staff will now be able to track daily winter patrol routes, which also include pictures of current road conditions as well as current weather conditions. The other program is a time management and deficiency system that allows office staff to send electronic work orders directly to Staff in the field, as well as complete time sheets.

Hydro costs have not yet changed since the installation of the LED streetlights. We were hoping to see a substantial decrease. The situation is currently under review.

**2016 Projections:**

The Roads Administration 2016 projected expenditures, as compared to the 2016 Budget, have increased from \$340,000 to \$409,411 an increase of \$68,861 or 20%.

This increase is largely due to excessive hydro costs and streetlight repairs which are still being incurred even after the LED streetlight conversion. This situation is under review.

## **ROADS PATROL:**

### ***EXPENDITURES:***

#### **2017 Budget:**

The Roads Patrol budgeted expenditures for 2017, in comparison to the 2016 Budget, have increased from \$2,360,700 to \$2,443,600 an increase of \$82,900 or 4%.

The primary reason for the increase is moving \$60,000 for brush cutting and \$40,000 for ditching, previously budgeted as Capital to the Operating Budget as this is considered maintenance not capital.

Summer Students increased by \$5,000 to reflect last year's actuals.

Vehicle Maintenance decreased \$20,000, this is due to the purchase of new equipment this year and equipment that will be budgeted for in the 2017 Capital Budget.

Roadside Maintenance increased \$127,800, this is due to moving brush cutting, ditching and adding an additional round of roadside mowing, making two widths of the mower twice a year. This is to assist in the control of noxious weeds and improve sightlines.

Winter Control – Contractors increased \$20,000. Last year was a light year for snow. I have adjusted the amount to reflect an average year.

Winter Control – Materials decreased \$40,000, this offsets the amount of revenue that the Counties have purchased in the past, prior to them using straight salt.

Training decreased \$3,000, this is to reflect last year's actuals.

#### **2016 Projections:**

The Roads Patrol 2016 projected expenditures, as compared to the 2016 Budget, have decreased from \$2,360,700 to \$2,245,837 a decrease of \$114,863 or -5%.

The primary savings can be contributed to winter materials, due to the light winter we experienced last year, we did not use as much sand/salt mix as we would normally use.

It should be noted, if you remove the \$100,000 that was transferred from Capital to Operating, it reflects a 0% increase from the 2016 Operating Budget to the proposed 2017 Operating Budget.

**Township of Rideau Lakes  
2017 Operating Budget  
Road Maintenance**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
<b>Revenues</b>								
Administration	\$45,000	\$98,000	(\$53,000)		\$109,583	\$11,583		\$86,151
<b>Total Revenues</b>	<b>\$45,000</b>	<b>\$98,000</b>	<b>(\$53,000)</b>	<b>-54%</b>	<b>\$109,583</b>	<b>\$11,583</b>	<b>12%</b>	<b>\$86,151</b>
<b>Expenditures</b>								
Administration	\$363,950	\$340,550	\$23,400		\$409,411	\$68,861		\$374,276
Patrol	\$2,443,600	\$2,360,700	\$82,900		\$2,245,837	(\$114,863)		\$2,179,954
<b>Total Expenditures</b>	<b>\$2,807,550</b>	<b>\$2,701,250</b>	<b>\$106,300</b>	<b>4%</b>	<b>\$2,655,248</b>	<b>(\$46,002)</b>	<b>-2%</b>	<b>\$2,554,231</b>

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**Township of Rideau Lakes  
2017 Operating Budget  
Road Maintenance  
Administration**

	2017 Budget	2016 Budget	Variance \$	Variance %	2016 Projection	Variance \$	Variance %	2015 Actual
<b>Revenues</b>								
County Roads Recovery - Material	\$2,000	\$50,000	(\$48,000)		\$6,083	(\$43,917)		\$38,000
Entrance Permits	\$2,000	\$2,000	\$0		\$2,800	\$800		\$2,302
Other Income	\$11,000	\$11,000	\$0		\$49,500	\$38,500		\$10,849
Sale of Equipment	\$30,000	\$35,000	(\$5,000)		\$51,200	\$16,200		\$35,000
<b>Total Revenues</b>	<b>\$45,000</b>	<b>\$98,000</b>	<b>(\$53,000)</b>	<b>-54%</b>	<b>\$109,583</b>	<b>\$11,583</b>	<b>12%</b>	<b>\$86,151</b>
<b>Expenditures</b>								
Salaries	\$105,500	\$103,700	\$1,800		\$100,000	(\$3,700)		\$101,945
Benefits	\$32,500	\$31,000	\$1,500		\$30,000	(\$1,000)		\$28,952
Health & Safety	\$500	\$1,000	(\$500)		\$100	(\$900)		\$85
Computer Support/GPS	\$31,000	\$16,000	\$15,000		\$16,000	\$0		\$16,512
Legal Fees	\$1,000	\$1,000	\$0		\$0	(\$1,000)		\$102
Professional Fees	\$1,000	\$1,000	\$0		\$1,000	\$0		\$0
Insurance	\$59,000	\$65,000	(\$6,000)		\$69,000	\$4,000		\$64,252
Landline - telephone	\$3,300	\$3,300	\$0		\$3,200	(\$100)		\$3,261
Cellular	\$6,000	\$7,000	(\$1,000)		\$6,920	(\$80)		\$5,385
Postage/Courier	\$350	\$200	\$150		\$350	\$150		\$450
Internet	\$1,000	\$1,000	\$0		\$900	(\$100)		\$709
Web page maintenance	\$100	\$100	\$0		\$50	(\$50)		\$32
Subscriptions & Publications	\$50	\$100	(\$50)		\$40	(\$60)		\$38
Printing & Photocopying	\$2,500	\$2,500	\$0		\$2,500	\$0		\$1,768
Materials and Supplies	\$600	\$500	\$100		\$600	\$100		\$106
Sign Inspection	\$9,000	\$10,000	(\$1,000)		\$11,945	\$1,945		\$281
Stationary	\$500	\$500	\$0		\$400	(\$100)		\$552
Conferences & Seminars	\$3,300	\$2,000	\$1,300		\$3,200	\$1,200		\$1,300
Streetlight Repairs	\$2,000	\$2,000	\$0		\$7,000	\$5,000		\$17,185
Hydro (Streetlights)	\$40,000	\$27,000	\$13,000		\$95,037	\$68,037		\$70,340
Licences and Fees	\$13,700	\$13,500	\$200		\$13,620	\$120		\$12,085
Mileage Reimbursement	\$100	\$200	(\$100)		\$0	(\$200)		\$0
Memberships	\$1,500	\$1,500	\$0		\$1,398	(\$102)		\$1,295
Private Road Grants	\$45,000	\$45,000	\$0		\$43,617	(\$1,383)		\$43,585
Advertisement	\$250	\$250	\$0		\$0	(\$250)		\$0
Training Costs	\$4,000	\$5,000	(\$1,000)		\$2,434	(\$2,566)		\$3,895
Meetings	\$200	\$200	\$0		\$100	(\$100)		\$161
<b>Total Expenditures</b>	<b>\$363,950</b>	<b>\$340,550</b>	<b>\$23,400</b>	<b>7%</b>	<b>\$409,411</b>	<b>\$68,861</b>	<b>20%</b>	<b>\$374,276</b>

**Township of Rideau Lakes  
2017 Operating Budget  
Road Maintenance  
Patrol**

	2017 Budget	2016 Budget	Variance \$	Variance %	2016 Projection	Variance \$	Variance %	2015 Actual
<b>Expenditures</b>								
Salaries	\$700,000	\$700,800	(\$800)		\$700,000	(\$800)		\$655,392
Benefits	\$220,000	\$225,000	(\$5,000)		\$217,777	(\$7,223)		\$205,114
Summer Students	\$21,000	\$16,000	\$5,000		\$20,000	\$4,000		\$15,804
Safety Clothing	\$3,500	\$3,500	\$0		\$3,500	\$0		\$2,816
Vehicle Maintenance	\$160,000	\$180,000	(\$20,000)		\$190,000	\$10,000		\$256,163
Equipment Rental	\$4,000	\$5,000	(\$1,000)		\$3,000	(\$2,000)		\$38,672
Fuel	\$190,000	\$190,000	\$0		\$160,000	(\$30,000)		\$164,922
Material & Supplies	\$9,000	\$9,000	\$0		\$6,000	(\$3,000)		\$6,740
Installation of Signs	\$9,000	\$9,000	\$0		\$10,000	\$1,000		\$8,113
Bridges & Culverts	\$22,000	\$22,000	\$0		\$22,000	\$0		\$21,918
Roadside Maintenance	\$234,800	\$107,000	\$127,800		\$120,000	\$13,000		\$85,216
Hardtop Maintenance	\$100,000	\$100,000	\$0		\$124,000	\$24,000		\$82,420
Loosetop Maintenance	\$290,000	\$290,000	\$0		\$290,000	\$0		\$183,695
Winter Control - Contractors	\$200,000	\$180,000	\$20,000		\$180,000	\$0		\$170,139
Winter Control - Material	\$270,000	\$310,000	(\$40,000)		\$193,500	(\$116,500)		\$272,400
Garage/Tools	\$2,000	\$2,000	\$0		\$1,000	(\$1,000)		\$1,223
Mileage Reimbursement	\$100	\$200	(\$100)		\$0	(\$200)		\$51
Training	\$8,000	\$11,000	(\$3,000)		\$5,000	(\$6,000)		\$8,976
Meetings	\$200	\$200	\$0		\$60	(\$140)		\$181
			\$0		\$0	\$0		
<b>Total Expenditures</b>	<b>\$2,443,600</b>	<b>\$2,360,700</b>	<b>\$82,900</b>	<b>4%</b>	<b>\$2,245,837</b>	<b>(\$114,863)</b>	<b>-5%</b>	<b>\$2,179,954</b>



**2017 DRAFT OPERATING BUDGET & 2016 PROJECTION  
LEAD SHEET  
DEVELOPMENT SERVICES DEPARTMENT**

The Development Services Department consists of the following divisions: Planning, Building, Civic Addressing (911) and By-Law Enforcement.

**DEPARTMENT SUMMARY:**

***REVENUE:***

**2017 Budget:**

The Development Services Department total budgeted revenue for 2017, in comparison to the 2016 Budget, has increased from \$408,435 to \$424,050 an increase of \$15,615, or 4%.

**2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget, has increased from \$408,435 to \$500,717 an increase of \$92,282 or 23%.

***EXPENDITURES:***

**2017 Budget:**

The Development Services Department total budgeted expenditures for 2017, in comparison to the 2016 Budget, have increased from \$653,228 to \$665,720, an increase of \$12,492 or 2%.

**2016 Projection:**

The 2016 projected expenditures, as compared to the 2016 Budget, have decreased from \$653,228 to \$629,113 a decrease of \$24,115 or -4%

A detailed breakdown is provided below by division within the department.

**PLANNING:**

***REVENUE:***

**2017 Budget:**

Planning total budgeted revenue for 2017, in comparison to the 2016 Budget, has decreased from \$89,535 to \$76,650 a decrease of \$12,885, or -14%.

The \$12,885 decrease in the 2017 budgeted revenue is operational and is based on a comparison of historic averages, as well as 2016 projections.

**2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget, has decreased from \$89,535 to \$66,576 a decrease of \$22,959 or -26%

The \$22,959 decrease in the 2016 budget is operational and is due to a reduced amount of applications received for site plans, minor variances, severances and road closures, as well as an accounting error in the source water funding grant of \$9,000.

***EXPENDITURES:***

**2017 Budget:**

The Planning budgeted expenditures for 2017, in comparison to the 2016 Budget, have decreased from \$225,895 to \$225,050, a decrease of \$845 or 0%.

**2016 Projections:**

The Planning 2016 projected expenditures, as compared to the 2016 Budget, have decreased from \$225,895 to \$222,778 a decrease of \$3,117 or -1%

**BUILDING:**

***REVENUE:***

**2017 Budget:**

The Building total budgeted revenue for 2017, in comparison to the 2016 Budget, has increased from \$310,900 to \$337,600 an increase of \$26,700, or 9%.

The increase in the 2017 budgeted revenue is primarily due to an increase in building permit revenue. The increase that is budgeted is based on a 5 year rolling average.

**2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget, has increased from \$310,900 to \$419,141 an increase of \$108,241 or 35%

This increase is primarily due to a higher than anticipated amount of building permit applications being submitted, as well as higher value projects that were built.

***EXPENDITURES:***

**2017 Budget:**

The Building budgeted expenditures for 2017, in comparison to the 2016 Budget, have increased from \$371,157 to \$378,070 an increase of \$6,913 or 2%.

This increase is primarily due to increases in benefits that were under budgeted in 2016.

**2016 Projections:**

The Building 2016 projected expenditures, as compared to the 2016 Budget, have decreased from \$371,157 to \$353,590 a decrease of \$17,567 or -5%.

This decrease is due to several factors, including reductions in salaries and benefits as a result of later than anticipated appointments to various positions, the limited availability of the Township's contract building inspector and limited availability for training. The decreases are partially offset by a \$10,800 increase in vehicle maintenance due to repairs required as a result of a recent vehicle accident. The Township's deductible is \$10,000.

### **CIVIC ADDRESSING:**

#### ***REVENUE:***

##### **2017 Budget:**

The Civic Addressing total budgeted revenue for 2017, in comparison to the 2016 Budget, has decreased from \$5,500 to \$4,800 a decrease of \$700, or -13%.

The \$700 decrease in the 2017 budgeted revenue is operational and is based on historic averages and 2016 projections.

##### **2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget, has decreased from \$5,500 to \$4,000 a decrease of \$1,500 or -27%

The \$1,500 decrease is operational and is due to a lack of civic address numbering applications received in 2016.

#### ***EXPENDITURES:***

##### **2017 Budget:**

The Civic Addressing budgeted expenditures for 2017, in comparison to the 2016 Budget, have increased from \$21,283 to \$27,000, an increase of \$5,717, or 27%.

The \$5,717 increase is operational and is mainly due to the change in sub-departments in the overall department. Economic Development was traditionally under the Development Services Department, however in 2017 Economic Development will be under its' own Board/Committee. As a result of this change staff salaries and benefits that were traditionally under Economic Development are relocated throughout the other departments with Civic Addressing and By-Law Enforcement impacted greater than other departments due to the smaller overall sub-departmental budgets. In addition, the increase is in part due to a planned increase in the amount of unnamed/problem private roads to be addressed in 2017.

##### **2016 Projections:**

The Civic Addressing 2016 projected expenditures, as compared to the 2016 Budget, have decreased from \$21,283 to \$20,712 a decrease of \$571 or -3%

### **BY-LAW ENFORCEMENT:**

#### ***REVENUE:***

##### **2017 Budget:**



The By-Law Enforcement total budgeted revenue for 2017, in comparison to the 2016 Budget, has increased from \$2,500 to \$5,000 an increase of \$2,500, or 100%.

The \$2,500 increase in the 2017 budgeted revenue is operational and consists of recent yearly averages for forced clean-up recoveries.

**2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget, has increased from \$2,500 to \$11,000 an increase of \$8,500 or 340%

The \$8,500 increase is operational and is due to higher than anticipated amounts of forced clean-up recoveries.

***EXPENDITURES:***

**2017 Budget:**

The By-Law Enforcement budgeted expenditures for 2017, in comparison to the 2016 Budget, have increased from \$34,893 to \$35,600, an increase of \$707, or 2%.

**2016 Projections:**

The By-Law Enforcement 2016 projected expenditures, as compared to the 2016 Budget, have decreased from \$34,893 to \$32,033 a decrease of \$2,860 or -8%

The \$2,860 decrease is operational and due to a reduced amount of time and mileage accrued by the contract by-law enforcement officer.

**Township of Rideau Lakes  
Summary 2017 Operating Budget  
Development Services**

	2017 Budget	2016 Budget	Variance \$	Variance %	2016 Projection	Variance \$	Variance %	2015 Actuals
<b>Revenues</b>								
Planning	\$76,650	\$89,535	(\$12,885)		\$66,576	(\$22,959)		\$114,896
Building	\$337,600	\$310,900	\$26,700		\$419,141	\$108,241		\$273,438
Civic Addressing	\$4,800	\$5,500	(\$700)		\$4,000	(\$1,500)		\$4,657
By-law Enforcement	\$5,000	\$2,500	\$2,500		\$11,000	\$8,500		\$16,044
<b>Total Revenues</b>	<b>\$424,050</b>	<b>\$408,435</b>	<b>\$15,615</b>	<b>4%</b>	<b>\$500,717</b>	<b>\$92,282</b>	<b>18%</b>	<b>\$409,034</b>
<b>Expenditures</b>								
Planning	\$225,050	\$225,895	(\$845)		\$222,778	(\$3,117)		\$232,570
Building	\$378,070	\$371,157	\$6,913		\$353,590	(\$17,567)		\$292,137
Civic Addressing	\$27,000	\$21,283	\$5,717		\$20,712	(\$571)		\$17,479
By-law Enforcement	\$35,600	\$34,893	\$707		\$32,033	(\$2,860)		\$28,322
<b>Total Expenditures</b>	<b>\$665,720</b>	<b>\$653,228</b>	<b>\$12,492</b>	<b>2%</b>	<b>\$629,113</b>	<b>(\$24,115)</b>	<b>-4%</b>	<b>\$570,507</b>

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**Township of Rideau Lakes  
2017 Operating Budget  
Planning Services**

	2017 Budget	2016 Budget	Variance \$	Variance %	2016 Projection	Variance \$	Variance %	2015 Actuals
<b>Revenues</b>								
Zoning Amendment Fees	\$10,000	\$10,000	\$0		\$10,300	\$300		\$13,953
Site Plan Amendment Fees	\$1,200	\$1,200	\$0		\$0	(\$1,200)		\$2,859
Minor Variance Fees	\$6,000	\$7,700	(\$1,700)		\$5,100	(\$2,600)		\$4,568
MV/SPCombined Fees	\$18,000	\$16,800	\$1,200		\$19,100	\$2,300		\$19,904
Site Plan Fees	\$19,000	\$21,400	(\$2,400)		\$15,500	(\$5,900)		\$11,315
Severance Fees	\$14,000	\$15,000	(\$1,000)		\$11,800	(\$3,200)		\$13,640
Zoning Letters Fees	\$2,000	\$2,100	(\$100)		\$1,200	(\$900)		\$1,250
Sale of Books, Photocopies	\$250	\$250	\$0		\$40	(\$210)		\$727
Other Fees	\$0	\$9,000	(\$9,000)		\$0	(\$9,000)		\$43,190
Subdivision	\$3,600	\$3,500	\$100		\$3,536	\$36		\$3,491
Road Closure Request	\$1,950	\$1,950	\$0		\$0	(\$1,950)		
Agreements	\$650	\$635	\$15		\$0	(\$635)		
<b>Total Revenues</b>	<b>\$76,650</b>	<b>\$89,535</b>	<b>(\$12,885)</b>	<b>-14%</b>	<b>\$66,576</b>	<b>(\$22,959)</b>	<b>-26%</b>	<b>\$114,896</b>
<b>Expenditures</b>								
Salaries	\$136,700	\$139,922	(\$3,222)		\$135,200	(\$4,722)		\$136,007
Benefits	\$43,500	\$40,623	\$2,877		\$40,623	\$0		\$61,099
Computer Support	\$2,700	\$2,600	\$100		\$2,500	(\$100)		\$2,780
Legal Fees	\$20,000	\$20,000	\$0		\$20,000	\$0		\$13,044
Other Professional Fees	\$1,000	\$1,000	\$0		\$3,300	\$2,300		\$774
Landline - telephone	\$1,500	\$1,500	\$0		\$1,500	\$0		\$1,482
Cellular	\$500	\$850	(\$350)		\$850	\$0		\$799
Postage/Courier	\$1,600	\$1,650	(\$50)		\$1,800	\$150		\$1,521
Internet	\$300	\$350	(\$50)		\$180	(\$170)		\$213
Web Page Mtce	\$400	\$700	(\$300)		\$360	(\$340)		\$66
Advertising	\$5,000	\$5,500	(\$500)		\$6,500	\$1,000		\$6,330
Subscriptions & Publications	\$200	\$250	(\$50)		\$100	(\$150)		\$96
Printing & Photocopying	\$3,500	\$3,500	\$0		\$3,200	(\$300)		\$3,146
Material & Supplies	\$1,800	\$1,500	\$300		\$1,500	\$0		\$855
Stationary	\$750	\$800	(\$50)		\$500	(\$300)		\$637
Conferences & Seminars	\$1,000	\$1,000	\$0		\$1,000	\$0		\$654
Mileage Reimbursement	\$200	\$250	(\$50)		\$15	(\$235)		\$213
Memberships	\$2,000	\$1,500	\$500		\$1,950	\$450		\$1,517
Training Costs	\$2,000	\$2,000	\$0		\$1,500	(\$500)		\$1,171
Meetings	\$400	\$400	\$0		\$200	(\$200)		\$166
<b>Total Expenditures</b>	<b>\$225,050</b>	<b>\$225,895</b>	<b>(\$845)</b>	<b>0%</b>	<b>\$222,778</b>	<b>(\$3,117)</b>	<b>-1%</b>	<b>\$232,570</b>

**Township of Rideau Lakes  
2017 Operating Budget  
Building & Septic Inspection**

	2017 Budget	2016 Budget	Variance \$	Variance %	2016 Projection	Variance \$	Variance %	2015 Actuals
<b>Revenues</b>								
Building Permits	\$238,000	\$212,000	\$26,000		\$315,000	\$103,000		\$190,578
Building Permits - Athens	\$28,000	\$24,000	\$4,000		\$36,000	\$12,000		\$23,833
Building Permits - Westport	\$14,000	\$14,000	\$0		\$9,000	(\$5,000)		\$7,196
Demolition Permit	\$2,200	\$1,700	\$500		\$3,000	\$1,300		\$1,970
Solid Fuel Burning Permit	\$1,900	\$1,500	\$400		\$2,700	\$1,200		\$2,019
Swimming Pool Permit	\$700	\$600	\$100		\$441	(\$159)		\$290
Work Order Fees	\$1,500	\$1,400	\$100		\$1,400	\$0		\$1,270
Septic Permits	\$43,000	\$45,000	(\$2,000)		\$42,000	(\$3,000)		\$42,186
Inspection Recoveries Fees	\$4,000	\$6,400	(\$2,400)		\$2,100	(\$4,300)		\$2,875
Building Inspection Fines	\$4,000	\$4,000	\$0		\$7,500	\$3,500		\$145
Other Income	\$300	\$300	\$0		\$0	(\$300)		\$1,074
<b>Total Revenues</b>	<b>\$337,600</b>	<b>\$310,900</b>	<b>\$26,700</b>	<b>9%</b>	<b>\$419,141</b>	<b>\$108,241</b>	<b>35%</b>	<b>\$273,438</b>
<b>Expenditures</b>								
Salaries	\$241,300	\$241,513	(\$213)		\$235,000	(\$6,513)		\$198,317
Part-time Salaries	\$11,000	\$12,000	(\$1,000)		\$6,000	(\$6,000)		\$8,302
Benefits	\$78,500	\$70,024	\$8,476		\$65,000	(\$5,024)		\$52,841
Boot Allowance	\$250	\$250	\$0		\$0	(\$250)		\$113
Computer Support	\$8,500	\$7,900	\$600		\$10,000	\$2,100		\$8,022
Legal Fees	\$10,000	\$10,000	\$0		\$8,000	(\$2,000)		\$1,261
Other/SourceWater/RMO	\$5,000	\$5,000	\$0		\$0	(\$5,000)		\$2,345
Landline-Phone	\$1,000	\$1,000	\$0		\$1,000	\$0		\$988
Cellular	\$900	\$1,600	(\$700)		\$1,250	(\$350)		\$1,348
Postage/Courier	\$1,020	\$1,020	\$0		\$400	(\$620)		\$327
Internet	\$250	\$250	\$0		\$150	(\$100)		\$142
Web Page Mtce	\$150	\$200	(\$50)		\$100	(\$100)		\$126
Fuel - Vehicles	\$5,500	\$5,000	\$500		\$4,500	(\$500)		\$6,537
Uniforms	\$500	\$500	\$0		\$60	(\$440)		\$448
Advertising	\$600	\$600	\$0		\$550	(\$50)		\$948
Subscriptions & Publications	\$300	\$400	(\$100)		\$250	(\$150)		\$0
Printing & Photocopying	\$1,500	\$1,500	\$0		\$2,000	\$500		\$1,113
Material & Supplies	\$1,600	\$1,500	\$100		\$1,500	\$0		\$1,225
Stationary	\$500	\$600	(\$100)		\$350	(\$250)		\$435
Conferences & Seminars	\$750	\$750	\$0		\$530	(\$220)		\$707
Licence & Fees	\$250	\$300	(\$50)		\$350	\$50		\$294
Mileage Reimbursement	\$250	\$500	(\$250)		\$0	(\$500)		\$0
Memberships	\$1,500	\$1,800	(\$300)		\$1,500	(\$300)		\$962
Training Costs	\$4,000	\$4,000	\$0		\$1,600	(\$2,400)		\$3,787
Meetings	\$250	\$250	\$0		\$0	(\$250)		\$71
Vehicle Maintenance	\$2,700	\$2,700	\$0		\$13,500	\$10,800		\$1,480
<b>Total Expenditures</b>	<b>\$378,070</b>	<b>\$371,157</b>	<b>\$6,913</b>	<b>2%</b>	<b>\$353,590</b>	<b>(\$17,567)</b>	<b>-5%</b>	<b>\$292,137</b>

**Township of Rideau Lakes  
2017 Operating Budget  
Civic Addressing**

	2017 Budget	2016 Budget	Variance \$	Variance %	2016 Projection	Variance \$	Variance %	2015 Actuals
<b>Revenues</b>								
Sign Fees	\$4,800	\$5,500	(\$700)		\$4,000	(\$1,500)		\$4,657
<b>Total Revenues</b>	<b>\$4,800</b>	<b>\$5,500</b>	<b>(\$700)</b>	<b>-13%</b>	<b>\$4,000</b>	<b>(\$1,500)</b>	<b>-27%</b>	<b>\$4,657</b>
<b>Expenditures</b>								
Salaries	\$14,000	\$11,371	\$2,629		\$11,300	(\$71)		\$10,930
Benefits	\$4,500	\$3,412	\$1,088		\$3,412	\$0		\$0
Material & Supplies	\$3,500	\$2,500	\$1,000		\$2,300	(\$200)		\$3,248
Other Professional Fees	\$5,000	\$4,000	\$1,000		\$3,700	(\$300)		\$3,300
<b>Total Expenditures</b>	<b>\$27,000</b>	<b>\$21,283</b>	<b>\$5,717</b>	<b>27%</b>	<b>\$20,712</b>	<b>(\$571)</b>	<b>-3%</b>	<b>\$17,479</b>

Draft #1

**Township of Rideau Lakes  
2017 Operating Budget  
By-law Enforcement/Property Standards**

	2017 Budget	2016 Budget	Variance \$	Variance %	2016 Projection	Variance \$	Variance %	2015 Actual
<b>Revenues</b>								
Forced Cleanup Recoveries	\$5,000	\$2,500	\$2,500		\$11,000	\$8,500		\$16,044
<b>Total Revenues</b>	<b>\$5,000</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>100%</b>	<b>\$11,000</b>	<b>\$8,500</b>	<b>77%</b>	<b>\$16,044</b>
<b>Expenditures</b>								
Salaries	\$14,300	\$12,610	\$1,690		\$12,850	\$240		\$11,903
Benefits	\$4,300	\$3,783	\$517		\$3,783	\$0		\$0
Contract Salaries	\$5,000	\$6,000	(\$1,000)		\$2,500	(\$3,500)		\$2,445
Enforcement	\$5,000	\$5,000	\$0		\$11,000	\$6,000		\$12,161
Legal	\$4,000	\$4,000	\$0		\$0	(\$4,000)		\$0
Contract Mileage Reimbursement	\$3,000	\$3,500	(\$500)		\$1,900	(\$1,600)		\$1,813
<b>Total Expenditures</b>	<b>\$35,600</b>	<b>\$34,893</b>	<b>\$707</b>	<b>2%</b>	<b>\$32,033</b>	<b>(\$2,860)</b>	<b>-8%</b>	<b>\$28,322</b>

Draft #1



**2017 DRAFT OPERATING BUDGET & 2016 PROJECTION  
LEAD SHEET  
COMMUNITY and LEISURE SERVICES**

The Community and Leisure Services Department consists of the following division:

- Administration
- Day Camp
- General Recreation Programs
- Rotating Playground Program
- Beautification

**DEPARTMENT SUMMARY:**

**Community and Leisure Services**

***REVENUE:***

**2017 Budget:**

The Department of Community and Leisure Services total budgeted revenue for 2017 in comparison to the 2016 budget has increased from \$93,860 to \$100,000 an increase of \$6,140 or 7%.

**2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget increased from \$93,860 to \$128,589 an increase of \$34,729 or 37%

***EXPENDITURES:***

**2017 Budget:**

The 2017 projected expenditures, as compared to the 2016 Budget, have increased from \$348,769 to \$395,755 an increase of \$46,986 or 13%

**2016 Projection:**

The 2016 projected expenditures, as compared to the 2016 Budget, have increased from \$348,769 to \$390,313 an increase of \$41,545 or 12%

**ADMINISTRATION**

***REVENUE:***

**2017 Budget:**

The Administration budgeted revenue for 2017 in comparison to the 2016 budget has remained the same \$12,000 brochure ads.

**2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget decreased from \$12,000 to \$10,675 a decrease of \$1,325 or -11%. Decrease in ad sales.

***EXPENDITURES:***

**Salaries:** In previous budgets all salaries were listed under Administration. These have now reverted back to being identified with each respective program that has salary costs and includes an allocation of the manager's salary.

**Brochure** costs are adjusted to the actual RFP received from the publishing company and include Canada Post costs for a total of \$9,050.

**Recreation Levies** for Smiths Falls have increased by \$13,630. Traditionally the CPI index is used to determine what the contribution will be, based on 2015 actuals.

**2017 Budget:**

The 2017 projected expenditures, as compared to the 2016 Budget, have increased from \$184,738 to \$196,100 an increase of \$11,362 or 6%

**2016 Projection:**

The 2016 projected expenditures, as compared to the 2016 Budget, have decreased from \$184,738 to \$181,294 a decrease of \$3,433 or -2%.

**DAY CAMP**

***REVENUE:***

**2017 Budget:**

The Day Camp budgeted revenue for 2017 in comparison to the 2016 budget has decreased from \$72,360 to \$72,100 a decrease of \$260 or 0%.

**2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget decreased from \$72,360 to \$72,095 a decrease of \$265 or 0%

***EXPENDITURES:***

**Day Camp** has added one more staff person to handle registrations.

**2017 Budget:**

The 2017 projected expenditures, as compared to the 2016 Budget, have increased from \$129,350 to \$137,580 an increase of \$8,230 or 6%

**2016 Projection:**

The 2016 projected expenditures, as compared to the 2016 Budget increased from \$129,350 to \$136,119 an increase of \$6,768 or 5%

**GENERAL RECREATION PROGRAMS**

***REVENUE:***

**2017 Budget:**

The General Recreation Program budgeted revenue for 2017 in comparison to the 2016 budget has decreased from \$9,500 to \$8,300 a decrease of \$1,200 or -13%.



**2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget increased from \$9,500 to \$15,829 an increase of \$6,329 or 67%.

***EXPENDITURES:***

**2017 Budget:**

The 2017 projected expenditures, as compared to the 2016 Budget, have increased from \$34,681 to \$36,900 an increase of \$2,219 or 6%.

**2016 Projection:**

The 2017 projected expenditures, as compared to the 2016 Budget, have increased from \$34,681 to \$39,995 an increase of \$5,314 or 15%.

**ROTATING PLAYGROUND PROGRAM**

***REVENUE:***

In 2016 a grant for \$29,765 was received from the Ministry of Sport and Recreation.

**2017 Budget:**

The Rotating Playground Program budgeted revenue for 2017 in comparison to the 2016 budget has increased from \$0 to \$7,600.

**2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget increased from \$0 to \$29,990.

***EXPENDITURES:***

Rotating Playground Program is included in the 2017 budget. It was supported by a grant in 2016 and proved to be a viable, well supported local neighbourhood program.

**2017 Budget:**

The 2017 projected expenditures, as compared to the 2016 Budget, have increased from \$0 to \$25,175.

**2016 Projection:**

The 2017 projected expenditures, as compared to the 2016 Budget, have increased from \$0 to \$32,905.

**DEPARTMENT SUMMARY:**

**BEAUTIFICATION**

***REVENUE:***

**2017 Budget:**

Beautification "Other Revenue" is the 15% share from each committee involved with the watering program and the sale of Canada 150 Tulip bulbs and Daffodil bulbs. The Department of Community and Leisure Services Beautification total budgeted revenue for 2017 in comparison to the 2016 budget has increased from \$4,485 to \$4,505 an increase of 0%.

**2016 Projection:**

The 2016 projected revenue, as compared to the 2016 Budget, have increased from \$4,485 to \$4,770 an increase of \$285 or 6%.

***EXPENDITURES:***

**2017 Budget:**

Keeping the formula for dollars vs hamlet signs, most committees anticipate using all their funds toward the Canada 150 celebrations. The watering program is expected to increase due to gasoline, insurance and wage costs. The 2017 projected expenditures, as compared to the 2016 Budget, have increased from \$47,400 to \$48,200 an increase of \$1,244 or 2%. The salary line has been added to reflect the % of the Managers wages attributed to this program.

**2016 Projection:**

The 2016 projected expenditures, as compared to the 2016 Budget, have decreased from \$55,906 to \$52,707 a decrease of \$3,200 or -6%

Draft #1

**Township of Rideau Lakes  
2017 Operating Budget  
Community & Leisure Services**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
<b>Revenue</b>								
Administration	\$12,000	\$12,000	\$0		\$10,675	(\$1,325)		\$137,149
Daycamp Program	\$72,100	\$72,360	(\$260)		\$72,095	(\$265)		\$74,996
General Recreation Programs	\$8,300	\$9,500	(\$1,200)		\$15,829	\$6,329		\$13,917
Rotating Playground	\$7,600	\$0	\$7,600		\$29,990	\$29,990		\$0
<b>Total Revenues</b>	<b>\$100,000</b>	<b>\$93,860</b>	<b>\$6,140</b>	<b>7%</b>	<b>\$128,589</b>	<b>\$34,729</b>	<b>37%</b>	<b>\$226,062</b>
<b>Expenditures</b>								
Administration	\$196,100	\$184,738	\$11,362		\$181,294	(\$3,443)		\$172,266
Daycamp Program	\$137,580	\$129,350	\$8,230		\$136,119	\$6,768		\$119,454
General Recreation Programs	\$36,900	\$34,681	\$2,219		\$39,995	\$5,314		\$28,090
Rotating Playground	\$25,175	\$0	\$25,175		\$32,905	\$32,905		\$0
<b>Total Expenditures</b>	<b>\$395,755</b>	<b>\$348,769</b>	<b>\$46,986</b>	<b>13%</b>	<b>\$390,313</b>	<b>\$41,545</b>	<b>12%</b>	<b>\$319,810</b>

Draft #1

**Township of Rideau Lakes  
2017 Operating Budget  
Community & Leisure Services  
Administration**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
<b>Revenues</b>								
Brochure ads	\$12,000	\$12,000	\$0		\$10,675	(\$1,325)		\$11,090
other income	\$0	\$0	\$0		\$0			\$2,212
Grants	\$0	\$0	\$0		\$0			\$89,447
Transfer from reserve	\$0	\$0	\$0		\$0			\$34,400
<b>Total Revenues</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$0</b>	<b>0%</b>	<b>\$10,675</b>	<b>(\$1,325)</b>	<b>-11%</b>	<b>\$137,149</b>
<b>Expenditures</b>								
Salaries	\$40,200	\$36,671	\$3,529		\$40,606	\$3,935		\$37,398
Benefits	\$13,500	\$13,167	\$333		\$11,333	(\$1,833)		\$10,577
Computer Support	\$1,500	\$1,500	\$0		\$1,350	(\$150)		\$1,181
Web Site Maintenance	\$200	\$500	(\$300)		\$200	(\$300)		\$458
Insurance	\$9,700	\$11,000	(\$1,300)		\$11,350	\$350		\$10,533
Landline - telephone	\$550	\$550	\$0		\$550	\$0		\$495
Cellular	\$450	\$700	(\$250)		\$450	(\$250)		\$442
Postage	\$200	\$150	\$50		\$300	\$150		\$130
Internet	\$150	\$500	(\$350)		\$75	(\$425)		\$811
Advertising	\$200	\$200	\$0		\$200	\$0		\$214
Printing & Photocopying	\$1,000	\$1,000	\$0		\$850	(\$150)		\$1,113
Material & Supplies	\$800	\$1,200	(\$400)		\$450	(\$750)		\$1,953
Stationary	\$300	\$200	\$100		\$300	\$100		\$198
Staff Functions	\$200	\$200	\$0		\$75	(\$125)		\$82
Mileage Reimbursement	\$5,000	\$5,000	\$0		\$4,380	(\$620)		\$3,908
Training	\$1,200	\$1,200	\$0		\$1,360	\$160		\$525
Memberships	\$250	\$250	\$0		\$235	(\$15)		\$233
Meetings	\$100	\$200	(\$100)		\$50	(\$150)		\$8
Brochures	\$9,050	\$13,150	(\$4,100)		\$9,650	(\$3,500)		\$9,037
<b>SubTotal</b>	<b>\$111,550</b>	<b>\$97,400</b>	<b>\$14,150</b>		<b>\$97,530</b>	<b>\$130</b>	<b>0%</b>	<b>\$92,969</b>
Rec. Agreements Athens	\$2,716	\$2,663	\$53		\$2,663	\$0		
Smiths Falls	\$85,000	\$71,370	\$13,630		\$71,500	\$130		
Westport	\$23,834	\$23,367	\$467		\$23,367	\$0		
<b>Total Expenditures</b>	<b>\$196,100</b>	<b>\$184,738</b>	<b>\$11,362</b>	<b>6%</b>	<b>\$181,294</b>	<b>(\$3,443)</b>	<b>-2%</b>	<b>\$172,266</b>

**Township of Rideau Lakes  
2017 Operating Budget  
Community & Leisure Services  
Daycamp Program**

	<b>2017</b>	<b>2016</b>	<b>Variance</b>	<b>Variance</b>	<b>2016</b>	<b>Variance</b>	<b>Variance</b>	<b>2015</b>
	<b>Budget</b>	<b>Budget</b>	<b>\$</b>	<b>%</b>	<b>Projection</b>	<b>\$</b>	<b>%</b>	<b>Actual</b>
<b>Revenue</b>								
Registration Fees	\$50,000	\$50,000	\$0		\$49,600	(\$400)		\$50,223
Donations	\$5,500	\$4,500	\$1,000		\$5,160	\$660		\$9,459
Grants	\$6,000	\$6,000	\$0		\$6,300	\$300		\$5,764
T Shirt Sales	\$1,200	\$800	\$400		\$1,400	\$600		\$915
Other Income	\$1,200	\$2,600	(\$1,400)		\$1,440	(\$1,160)		\$1,651
Bussing Fees	\$8,200	\$8,460	(\$260)		\$8,195	(\$265)		\$6,984
<b>Total Revenues</b>	<b>\$72,100</b>	<b>\$72,360</b>	<b>(\$260)</b>	<b>0%</b>	<b>\$72,095</b>	<b>(\$265)</b>	<b>0%</b>	<b>\$74,996</b>
<b>Expenditures</b>								
Salaries	\$83,700	\$76,352	\$7,348		\$84,545	\$8,193		\$77,867
Benefits	\$15,250	\$14,873	\$377		\$12,802	(\$2,071)		\$11,948
Mileage Reimbursement	\$800	\$400	\$400		\$810	\$410		\$477
Health & Safety	\$1,000	\$1,000	\$0		\$620	(\$380)		\$848
Landline - telephone	\$480	\$450	\$30		\$547	\$97		\$437
Busing Costs	\$24,250	\$23,300	\$950		\$23,775	\$475		\$14,606
Advertising	\$200	\$200	\$0		\$0	(\$200)		\$152
Material & Supplies	\$4,000	\$3,000	\$1,000		\$4,433	\$1,433		\$2,964
Food/Beverage Supplies	\$750	\$950	(\$200)		\$475	(\$475)		\$956
Memberships	\$200	\$100	\$100		\$100	\$0		\$100
Guest Instructors	\$50	\$50	\$0		\$50	\$0		
Refunds	\$200	\$200	\$0		\$1,076	\$876		\$170
Admissions	\$1,200	\$1,200	\$0		\$780	(\$420)		\$1,806
Professional Fees	\$5,500	\$7,275	(\$1,775)		\$6,105	(\$1,170)		\$7,123
<b>Total Expenditures</b>	<b>\$137,580</b>	<b>\$129,350</b>	<b>\$8,230</b>	<b>6%</b>	<b>\$136,119</b>	<b>\$6,768</b>	<b>5%</b>	<b>\$119,454</b>

**Township of Rideau Lakes  
2017 Operating Budget  
Community & Leisure Services  
General Recreation Programs**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
<b>Revenue</b>								
Registration Fees	\$5,000	\$5,000	\$0		\$5,229	\$229		\$5,267
Youth Program Grant	\$2,000	\$0	\$2,000		\$3,100	\$3,100		\$5,650
Other Grants	\$1,300	\$4,500	(\$3,200)		\$7,500	\$3,000		\$3,000
<b>Total Revenues</b>	<b>\$8,300</b>	<b>\$9,500</b>	<b>(\$1,200)</b>	<b>-13%</b>	<b>\$15,829</b>	<b>\$6,329</b>	<b>67%</b>	<b>\$13,917</b>
<b>Expenditures</b>								
Salaries	\$20,350	\$18,563	\$1,787		\$20,556	\$1,992		\$18,932
Benefits	\$5,375	\$5,242	\$133		\$4,512	(\$730)		\$4,211
Honorarium	\$675	\$675	\$0		\$675	\$0		\$675
Mileage Costs	\$1,800	\$1,500	\$300		\$3,150	\$1,650		
Advertising	\$350	\$350	\$0		\$350	\$0		\$306
Materials & Supplies	\$2,500	\$2,500	\$0		\$2,670	\$170		\$1,614
Rental Fees	\$1,000	\$1,000	\$0		\$950	(\$50)		\$394
Refunds	\$100	\$100	\$0		\$0	(\$100)		\$65
General Maintenance	\$4,750	\$4,750	\$0		\$7,132	\$2,382		
Bussing								\$109
Guest Instructors								\$1,784
<b>Total Expenditures</b>	<b>\$36,900</b>	<b>\$34,681</b>	<b>\$2,219</b>	<b>6%</b>	<b>\$39,995</b>	<b>\$5,314</b>	<b>15%</b>	<b>\$28,090</b>

**Township of Rideau Lakes  
2017 Operating Budget  
Community & Leisure Services  
Rotating Playground Program**

	2017 Budget	2016 Budget	Variance \$	Variance %	2016 Projection	Variance \$	Variance %	2015 Actuals
<b>Revenue</b>								
Registration Fees	\$4,500		\$4,500		\$3,200	\$3,200		
Grant/Donations	\$2,500		\$2,500		\$25,890	\$25,890		
T Shirt Sales	\$300		\$300		\$0	\$0		
Other Income	\$300		\$300		\$900	\$900		
<b>Total Revenues</b>	<b>\$7,600</b>	<b>\$0</b>	<b>\$7,600</b>		<b>\$29,990</b>	<b>\$29,090</b>		<b>\$0</b>
<b>Expenditures</b>								
Salaries	\$17,350		\$17,350		\$17,525	\$17,525		
Benefits	\$4,125		\$4,125		\$3,463	\$3,463		
Mileage Reimbursement	\$1,400		\$1,400		\$1,296	\$1,296		
Health & Safety	\$250		\$250		\$289	\$289		
Advertising	\$250		\$250		\$1,490	\$1,490		
Material & Supplies	\$1,200		\$1,200		\$8,700	\$8,700		
Food/Beverage Supplies	\$500		\$500		\$0	\$0		
Refunds	\$100		\$100		\$0	\$0		
Bussing			\$0		142	\$142		
<b>Total Expenditures</b>	<b>\$25,175</b>	<b>\$0</b>	<b>\$25,175</b>		<b>\$32,905</b>	<b>\$32,905</b>		<b>\$0</b>

Draft

**Township of Rideau Lakes  
2017 Operating Budget  
Beautification**

	2017 Budget	2016 Budget	Variance \$	Variance %	2016 Projection	Variance \$	Variance %	2015 Actual
<b>Revenues</b>								
Sale of Daffodil Bulbs	\$1,200	\$1,200	\$0		\$1,500	\$300		
Sale of Township Flags	\$200	\$200	\$0		\$200	\$0		
Other Income	\$3,105	\$3,085	\$20		\$3,070	(\$15)		
<b>Total Revenues</b>	<b>\$4,505</b>	<b>\$4,485</b>	<b>\$20</b>	<b>0%</b>	<b>\$4,770</b>	<b>\$285</b>	<b>6%</b>	<b>\$1,247</b>
<b>Expenditures</b>								
Salaries	\$6,700	\$6,112	\$588		\$6,768	\$656		\$6,233
Benefits	\$2,250	\$2,194	\$56		\$1,889	(\$306)		\$1,763
Community Improvements								
California	\$500	\$500	\$0		\$400	(\$100)		\$500
Chaffey's Lock	\$500	\$750	-\$250		\$620	(\$130)		\$231
Chantry	\$2,500	\$2,500	\$0		\$2,500	\$0		\$2,474
Crosby	\$250	\$500	-\$250		\$250	(\$250)		\$273
Delta	\$2,500	\$2,500	\$0		\$2,500	\$0		\$1,814
Elgin	\$2,500	\$2,500	\$0		\$1,000	(\$1,500)		\$2,500
Forfar	\$500	\$1,300	-\$800		\$1,300	\$0		\$442
Harlem	\$250	\$0	\$250		\$20	\$20		\$0
Jones Falls	\$500	\$500	\$0		\$500	\$0		\$445
Lombardy	\$750	\$750	\$0		\$650	(\$100)		\$518
Morton	\$1,000	\$1,000	\$0		\$985	(\$15)		\$959
Newboro	\$2,500	\$2,500	\$0		\$2,500	\$0		\$2,519
North Crosby	\$2,500	\$2,500	\$0		\$1,500	(\$1,000)		\$779
Philipville	\$750	\$500	\$250		\$450	(\$50)		\$540
Plum Hollow	\$250	\$550	-\$300		\$450	(\$100)		\$449
Portland	\$2,500	\$2,500	\$0		\$2,500	\$0		\$2,005
Rideau Ferry	\$250	\$250	\$0		\$245	(\$5)		\$592
<b>Sub Total Community Improvements</b>	<b>\$20,500</b>	<b>\$21,600</b>	<b>-\$1,100</b>	<b>-5%</b>	<b>\$18,370</b>	<b>-\$3,230</b>	<b>-14.95%</b>	<b>\$17,039</b>
Signage	\$2,200	\$2,200	\$0		\$1,090	-\$1,110		\$1,090
Christmas Pole & Lights	\$2,000	\$2,000	\$0		\$2,000	\$0		\$2,000
Township Wide Contest	\$1,000	\$500	\$500		\$0	(\$500)		\$0
Township Flags	\$0	\$1,800	-\$1,800		\$0	(\$1,800)		\$0
Daffodil Project	\$2,000	\$1,500	\$500		\$2,090	\$590		\$2,090
Watering Program	\$20,500	\$18,000	\$2,500		\$20,500	\$2,500		\$20,500
<b>Total Expenditures</b>	<b>\$57,150</b>	<b>\$55,906</b>	<b>\$1,244</b>	<b>2%</b>	<b>\$52,707</b>	<b>(\$3,200)</b>	<b>-6%</b>	<b>\$50,715</b>



**Township of Rideau Lakes  
2017 Operating Budget  
Police Services**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
<b>Expenditures</b>								
OPP Contract	\$2,168,246	\$2,158,262	\$9,984		\$2,158,262	\$0		\$1,754,404
<b>Total Expenditures</b>	<b>\$2,168,246</b>	<b>\$2,158,262</b>	<b>\$9,984</b>	<b>0%</b>	<b>\$2,158,262</b>	<b>\$0</b>	<b>0%</b>	<b>\$1,754,404</b>

Draft #1

**Township of Rideau Lakes  
2017 Operating Budget  
Heritage Advisory Committee**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
<b>Revenues</b>								
Other Income	\$100	\$1,000	(\$900)		\$1,115	\$115		\$5,550
Transfer from Reserve	\$17,000	\$10,000	\$7,000		\$10,000	\$0		\$5,000
<b>Total Revenues</b>	<b>\$17,100</b>	<b>\$11,000</b>	<b>\$6,100</b>	<b>55%</b>	<b>\$11,115</b>	<b>\$115</b>	<b>1%</b>	<b>\$5,550</b>
<b>Expenditures</b>								
Materials and Supplies	\$45,900	\$40,125	\$5,775		\$26,000	(\$14,125)		\$27,176
Transfer to Reserves					\$7,000	\$7,000		
<b>Total Expenditures</b>	<b>\$45,900</b>	<b>\$40,125</b>	<b>\$5,775</b>	<b>14%</b>	<b>\$33,000</b>	<b>(\$7,125)</b>	<b>-18%</b>	<b>\$27,176</b>

Draft #1

**MUNICIPAL HERITAGE ADVISORY COMMITTEE**  
**2017 BUDGET SUBMISSION TO THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF RIDEAU LAKES**

**DRAFT** (November 17, 2016)

Revenue		2017 Budget		2016 Budget
	Transfer from Reserve - MHAC	\$10,000.00		\$10,000.00
	Reprint - Delta Walking Tour	N/A		\$500.00
	Sale of Videos	\$100.00		\$500.00
	Transfer from Reserve - Cemeteries	\$7,000.00		
<b>Total Revenue</b>		<b>\$17,100.00</b>		<b>\$11,000.00</b>

Expenses		2017 Budget		2016 Budget
	<b>Doors Open</b> (Manager, Brochures, Meetings)	\$8,000.00		\$5,000.00
	<b>Database Development</b>	\$10,000.00		\$10,000.00
	<b>Reprints:</b>			
	Heritage Map - 10,000 copies for 2017	\$5,800.00		N/A
	Driving Tour - Crosby to Salem (Edition #2)	\$1,000.00		N/A
	5,000 copies (5-year supply)			
	Walking Tour - Elgin (Edition #2)	\$1,000.00		N/a
	5,000 copies (5-year supply)			
	Delta Walking Tour	N/A		\$1,500.00
	<b>Heritage Plaques/Site Markers</b>	\$1,000.00		\$3,000.00
	<b>Heritage Societies Seed Funds</b>	\$2,000.00		\$2,000.00
	<b>Digitization</b>	\$1,200.00		\$1,500.00
	<b>Local Heritage in School Projects</b>	\$500.00		\$500.00
	<b>Memberships</b>	\$200.00		\$200.00
	<b>My Tours APP Renewal</b>	\$150.00		\$125.00
	<b>Conferences &amp; Seminars</b>	\$2,800.00		\$2,800.00
	<b>Stationary</b>	\$500.00		\$400.00
	<b>TOTAL - MHAC</b>	<b>\$34,150.00</b>		<b>\$27,025.00</b>
	<b>Cemetery Sub-Committee</b>	<b>\$11,750.00</b>		<b>\$13,100.00</b>
<b>TOTALS</b>		<b>\$45,900.00</b>		<b>\$40,125.00</b>

CEMETERY SUB-COMMITTEE  
 2017 BUDGET SUBMISSION TO THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF RIDEAU LAKES

**DRAFT** (November 17, 2016)

		2017 Budget	2016 Budget
<b>Revenue</b>			
	Transfer from Reserves	\$7,000.00	\$0.00
<b>Total Revenue</b>		<b>\$7,000.00</b>	<b>\$0.00</b>

		2017 Budget	2016 Budget
<b>Expenses</b>			
	Abandoned Cemeteries - Legal fees, etc.	\$10,000.00	\$10,000.00
	Signs: Phillippsville, Lombardy & Repairs to Royal Sappers & Miners	\$800.00	\$500.00
	Knowlton Cemetery - Fence repairs	\$150.00	N/A
	Royal Sappers & Miners Cemetery - Fdn Wall repairs	\$500.00	N/A
	Last Post Funding - Royal Sappers & Miners Cemetery (6 Royal Sappers) and Wood Mausoleum & Cemetery (Donald Wood) - Ceremonies	\$300.00	N/A
<b>TOTALS</b>		<b>\$11,750.00</b>	<b>\$10,500.00</b>

**Township of Rideau Lakes  
2017 Operating Budget  
Libraries**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
<b>Expenditures</b>								
Municipal Levy	\$378,820	\$363,720	\$15,100		\$363,720	\$0		\$350,405
<b>Total Expenditures</b>	<b>\$378,820</b>	<b>\$363,720</b>	<b>\$15,100</b>	<b>4%</b>	<b>\$363,720</b>	<b>\$0</b>	<b>0%</b>	<b>\$350,405</b>

Draft #1

Rideau Lakes  
Public Library  
Draft Budget 2017

Revenues

ITEM	2017	2016
<b>SELF-GENERATED FUNDS:</b>		
BOOK SALES	2,000	2,000
PHOTOCOPIER, FAX	1,000	1,350
FINES	600	550
DONATIONS & Fundraising	6,000	5,500
INTERNET CAFÉ	1,000	
INTEREST EARNED	500	
<b>SUBTOTAL SELF-GEN. FUNDS:</b>	<b>11,100</b>	<b>9,400</b>
PROVINCIAL GRANT	<b>32,750</b>	<b>32,750</b>
GRANTS	<b>12,000</b>	<b>12,000</b>
RESERVE FUND REVENUES	<b>8,000</b>	<b>5,000</b>
Subtotal	<b>63,850</b>	<b>59,150</b>
MUNICIPAL LEVY *	<b>378,820</b>	<b>362,320</b>
<b>TOTAL REVENUES</b>	<b>442,670</b>	<b>421,470</b>
Overall \$ Increase	21,200	
Overall % Increase	5.03%	

Municipal Levy \$ Increase = 16,500

Municipal Levy % Increase = 4.55%

**Rideau Lakes  
Public Library  
Draft Budget 2017 - Expenses**

<b>ITEM</b>	<b>2017</b>		<b>2016</b>
<b>ADMINISTRATION:</b>			
ADVERTISING & PROMOTION	1,000		750
ANNUAL FEES	600		400
AUDIT	1,800		2,000
BANK CHARGES	100		500
BOARD BUSINESS	750		750
FUNDRAISING	0		500
LEASING CONTRACT	3,000		1,500
LEGAL FEES	250		250
MISCELLANEOUS	500		250
OFFICE & COMPUTER SUPPLIES	4,000		4,000
IT & WEB SUPPORT	1,000		5,000
TELEPHONE	4,500		5,000
<b>SUBTOTAL: ADMINISTRATION COSTS</b>		<b>17,500</b>	<b>20,900</b>
<b>SERVICE DELIVERY</b>			
AUTOMATION	10,250		10,250
ARCHIVES & DIGITIZATION	1,000		1,000
BOOKS (PRINT)	23,000		23,000
E-RESOURCES	10,000		8,000
MAGAZINES	2,000		2,500
MULTI-MEDIA	11,000		10,000
CONNECTIVITY	7,000		6,500
COURIER	10,500		10,500
PROCESSING SUPPLIES	1,750		1,750
INTERNET CAFÉ	1,000		
PROGRAMMES	2,500		2,500
<b>SUBTOTAL: SERVICE DELIVERY</b>		<b>80,000</b>	<b>76,000</b>
<b>EQUIPMENT &amp; ENVIRONMENT</b>			
CAPITAL EXPENSES	5,000		5,000
EQUIPMENT	750		750
REPAIRS & MAINTENANCE	2,400		2,200
<b>SUBTOTAL : EQUIPMENT &amp; ENVIRON.</b>		<b>8,150</b>	<b>7,950</b>
<b>STAFFING</b>			
CONFERENCE FEES	4,000		3,000
PAYROLL EXPENSES	46,520		46,520
PROFESSIONAL DEVELOPMENT	3,000		3,000
SECURITY	2,000		2,000
TRAVEL	1,500		1,500
WAGES & SALARIES	280,000		260,600
<b>SUBTOTAL: STAFFING</b>		<b>337,020</b>	<b>316,620</b>
<b>TOTAL EXPENSE</b>		<b>442,670</b>	<b>421,470</b>
<b>TOTAL INCREASE</b>	<b>21,200</b>		

**Township of Rideau Lakes  
2017 Operating Budget  
Conservation Authorities**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
<b>Expenditures</b>								
Cataraqui C.A.	\$66,691	\$64,650	\$2,041	3%	\$64,650	(\$0)		\$62,731
Rideau Valley C.A.	\$61,000	\$59,069	\$1,931	3%	\$59,069	\$0		\$57,376
Transfer to Reserve						\$0		\$15,000
<b>Total Expenditures</b>	<b>\$127,691</b>	<b>\$123,719</b>	<b>\$3,972</b>	<b>3%</b>	<b>\$123,719</b>	<b>\$0</b>	<b>0%</b>	<b>\$120,107</b>

Draft #1



**Township of Rideau Lakes  
2017 Operating Budget  
Economic Development Committee**

	<b>2017 Budget</b>	<b>2016 Budget</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2016 Projection</b>	<b>Variance \$</b>	<b>Variance %</b>	<b>2015 Actual</b>
<b>Expenditures</b>								
Materials and Supplies	\$33,075		\$33,075			\$0		
<b>Total Expenditures</b>	<b>\$33,075</b>	<b>\$0</b>	<b>\$33,075</b>		<b>\$0</b>	<b>\$0</b>		<b>\$0</b>

Draft #1

**Township of Rideau Lakes  
2017 Operating Budget  
Economic Development Committee**

CATEGORY	SUBCATEGORY	COST	NOTES
Business Recognition Breakfast	Meals	\$ 1,000.00	\$10 per person
	Awards & Gifts	\$ 200.00	4 awards
	Décor	\$ 500.00	
	Facility Rental	\$ 375.00	Weekend Lombardy Grounds Rate
	Welcome/Parting Gift	\$ 500.00	\$5 per person
	Advertisement	\$ 500.00	
		<b>\$ 3,075.00</b>	<b>TOTAL</b>
Canada 150 Legacy Family S Program	Individual Signs	\$ 1,500.00	50 signs @ 30
	Community Signs	\$ 1,000.00	recognition signs for halls
		<b>\$ 2,500.00</b>	<b>TOTAL</b>
Community Maps		\$ 2,500.00	5 communities @ \$500 each
		<b>\$ 2,500.00</b>	<b>TOTAL</b>
Trails Strategy		\$ 2,000.00	mostly in-house
		<b>\$ 2,000.00</b>	<b>TOTAL</b>
BR+E Initiative		\$ 20,000.00	
		<b>\$ 20,000.00</b>	<b>TOTAL</b>
Business Sector Marketing/Promotion		\$ 3,000.00	business sector attraction
		<b>\$ 3,000.00</b>	<b>TOTAL</b>
<b>TOTAL PROPOSED BUDGET</b>		<b>\$ 33,075.00</b>	