The slide features a dark grey rounded rectangle on the left containing the main title. To its right is a large white hexagon with a black outline, which contains the subtitle. A solid black hexagon is positioned between the dark grey shape and the white hexagon. Above the black hexagon are two smaller white hexagons with black outlines. At the bottom of the slide, there are three overlapping, wavy horizontal bands in blue, green, and yellow.

Committee of the Whole Working Session

November 9, 2020

2021 Budget
Department Summary
Presentations

Presentation Agenda

- Budget Book Navigation
- Department Budget Highlights Overview
 - *Council & CAO Portfolio*
 - *GM Corporate Service Portfolio*
 - *GM of Infrastructure Portfolio*

Draft 2021 Budget Book Navigation

Front Section - Consolidated Highlights

- Executive Summary & Budget at a Glance (Pg. 1-11)
- Operating Summary by Category & Dept (Pg. 12-14)
- Service Enhancement Summary (Pg. 15)
- FTE Change Summary (Pg. 17)
- Capital Summary (Pg. 19 -23)
- Reserve & Debenture Summary (Pg. 24 -31)
- Infrastructure Funding Gap (Pg. 32-34)



Draft 2021 Budget Book Navigation

Department Performance Plans (Pg. 35-231)

- Overview: Key Initiatives. Budget Highlights, Measures
- Operating Budget Financial Summary
- Service Enhancement Request (SER) Summary
 - *Individual SERs*
- Capital Project Summary
 - *Capital Project Sheets*



Council & Council Admin

Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
Council	39	\$499,273	\$490,592	(\$8,681)	-1.74%
Council Admin	40	\$365,300	\$350,949	(\$14,351)	-3.93%
Total		\$864,573	\$841,541	(\$23,032)	2.66%

Financial Highlights

Council:

- Adjustments to align conferences \$10K & telephone \$2K with trends
- Incremental wage step increases and benefit costs \$4K

Council Admin:

- Arts and culture one-time 2020 funding removal - Gibson Centre
- Banting & Mathew House annual adjustments

Council & Council Admin

	2020 Budget	2021 Budget	\$ Change	% Change
Agency & Board Payments	282,300	267,696	(14,604)	-5.17%
2576 - LEARNING SCHOLARSHIP PROGRAM	29,000	29,000	0	0.00%
3118 - COMMUNITY EVENTS	30,500	30,500	0	0.00%
3127 - BIA CONTRIBUTION	10,000	10,000	0	0.00%
3149 - ARTS CULTURE & TOURISM	115,000	100,000	(15,000)	-13.04%
3160 - COMMUNITY GRANTS PROGRAM	37,000	37,000	0	0.00%
3161 - MATTHEW HOUSE HOSPICE DONATION	20,000	20,240	240	1.20%
3162 - GOOD SHEPARD FOOD BANK DONATION	16,800	16,800	0	0.00%
3164 - SIR FREDERICK BANTING LEGACY FOUNDATION DONATION	21,000	21,156	156	0.74%
3166 - ALLISTON LEGION DONATION	0	0	0	0.00%
3457 - NT STREAMS COMMITTEE	3,000	3,000	0	0.00%

CAO

Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
CAO	41	\$465,268	\$461,084	(\$4,184)	-0.9%

Financial Highlights

- Consulting cost containment, \$10K
- Regular cola, experience step progressions and benefit adjustments.

Economic Development

Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
Eco. Development	46	\$134,001	\$145,573	\$11,573	8.6%

Financial Highlights

Revenue decreased \$11,142

- Misc. Revenues: Increased \$18K for Temporary Patio Program fees.
- Reserve Funding: Decreased \$29K
 - AMO Main St. revitalization funding ended \$19K
 - Reduction in Eco. Dev. Resv. Fund to align with initiatives of \$10K

Expense increased \$431

- Cost of Service Delivery: Decreased \$17K
 - Events and partnership programs reduced \$7K
 - Marketing strategy completion \$20K
 - Offset by Heritage Street Signage Program \$10K
- Profession fees: Increased \$15K for Temporary Patio Program Agreements .

Communications

Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
Communications	50	\$276,543	\$304,972	\$28,429	10.3%

Financial Highlights

Revenue Increased \$22K

- Reserve Funding: Communications Strategy

Expenses Increased \$50K

- Salaries and Benefits increased \$36K:
 - 2020 Communications Coordinator Annualization, \$27K
 - Regular cola, experience progressions and benefit adj.
- Cost of service increased \$15K
 - Communications Strategy & Marketing Initiatives

Fire & Rescue




Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
Fire and Rescue	55	\$2,986,344	\$3,205,268	\$218,924	7.3%

Financial Highlights

- Salaries & Benefits increased \$237K
 - SER: Additional Firefighting Hours Alliston & Tottenham, \$98K
 - 2020 Fire Prevention Officer Annualization, \$26K
 - Senior/Duty Officer on-call requirements, \$8K
 - Volunteer/paid on-call compensation adjustments
- Cost of Service Delivery increased \$57
 - R&M largely at Station 1, \$27K
 - Fire dispatch contract fees, \$7K
 - Insurance costs, \$15
- Financing Costs decreased \$55K: Stn. 1 Pumper debt retirement
- Reserve Contributions decreased \$17K based on Vehicle Asset Management

Fire & Rescue-SER Summary

Operating Change Request Summary Report

Project Name	Pg #	Salary & Benefits	All Other	Total	Resvs	Taxation
Fire				-		
Additional Firefighting Hours	57	73,380 	-	73,380	-	73,380
Additional Firefighting Hours	57	24,499 	-	24,499	-	24,499
Sub-Total		97,879 	-	97,879	-	97,879

Fire & Rescue - Capital Requests



2021 Capital Project Listing

Project #	Title	2021 Expense	2021 Revenue	Pg.
<u>Fire Services</u>				
Fire 2021-01	Fire Administration Vehicle Replacement	65,000	65,000	59
Fire 2021-02	Firefighter Personal Protective Equipment	36,000	36,000	60
Fire 2021-03	Recruit-Firefighting PPE and Equipment	58,200	58,200	61
Fire 2021-04	Pump 40 Equipment	165,850	165,850	62
Fire 2021-05	Pump 22 Equipment	107,950	107,950	63
Fire 2021-DC1	Fire DC Background Costing Preparation	10,000	10,000	64
<i>Sub-Total Fire Services</i>		443,000	443,000	

Conservation Authorities

	Pg.	2020 Budget	2021 Budget	Change	% Change
Net Operating	65	\$339,889	\$405,578	\$5,689 cost	1.42%

Financial Highlights:

- NVCA increased a net 5.3K or 1.44%
 - General Levy contribution increased \$6K or 1.83%
 - Asset Management Levy contribution decreased \$1K or 5.11%
- LSRCA increased a net \$434K or 1.22%
 - General Levy contribution increased \$185 or 0.95%
 - Capital Levy contribution increased \$249 or 1.54%

Police Service Board (PSB) & Policing

Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
PSB	66	\$0	\$0	\$0	0.0%
Policing	67	\$5,827,543	\$5,937,344	\$109,801	1.9%
Total		\$5,827,543	\$5,937,344	\$109,801	1.9%

Financial Highlights

Police Service Board (PSB):

- Revenues include a Town Tfrs. for Other Source Revenue, \$65K
- Administration Expense: Decreased \$12K in conferences & equipment
- Cost of Service Delivery: Decrease \$16K
 - Community Education Programs decreased \$26K
 - Special equipment increased \$10K e.g. bikes, radars, etc.
- Reserve funding decreased \$26K, now a Resv. Tfrs. \$7K

Policing Contract:

- The 2021 OPP policing statement increased by \$114K or 1.91%
- Provincial Offences Revenues (POA) reflects a \$5K increase for growth

Library

Financial Highlights:

Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
Library Services	68	\$1,857,642	\$1,845,711	(\$11,931)	-0.64%

Financial Highlights

Cost of Service Delivery net reduction of \$24K

- Tottenham lease savings of \$56K due to new facility completion.
- Repair and Maintenance increased \$23K to support facilities

Facility Expenses: Increased \$12k for existing and new Tottenham facility.

Library Grant: Relatively unchanged.

- Particulars to be presented by Library Staff.

GM Corporate Services

Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
GM Corp. Services	73	\$461,031	\$534,182	\$73,151	15.87%

Financial Highlights

- Administrative Expenses:
 - \$16K increase for asset management software licensing and mtce fees
- Salaries and Benefits: Increased \$57K
 - Reallocation ½ FTE for the shared Admin. Assistant (Previously WWW)
 - Remaining balance consistent with COLA & benefit increases

Administration



Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
Administration	78	\$1,955,664	\$1,969,125	\$13,461	0.69%

Financial Highlights

- Revenue: Increased \$5K related to various user fee adjustments
- Salaries & Benefits: Increased \$65K
 - SER: By-law Summer Student position, \$16K
 - Regular cola, experience step progressions and benefit adjustments
- Administration Expense: Decreased \$12K
 - Decrease in postage \$10K due to increased electronic methods
 - Decrease to telephone and communications \$8K to reflect the new contract
- Cost of Service Delivery: Decreased \$19K
 - Reduction in animal control and commissionaires to align with performance, \$36K
 - Insurance adjustment, \$20K
- Professional Services: Decreased \$15K
 - Consulting cost containment, \$20K reduction
 - Legal cost increase, \$5K

Administration - SER Summary

Operating Change Request Summary Report

Project Name	Pg #	Salary & Benefits	All Other	Total	Resvs	Taxation
Administration						
By-law Summer Student	80	10,160 	6,204	16,364	-	16,364
Sub-Total		10,160 	6,204	16,364	-	16,364

Administration - Capital Requests



2021 Capital Project Listing

Project #	Title	2021 Expense	2021 Revenue	Pg.
<u>Administration</u>				
ADM-2021-01	By-Law Officer Vehicle	39,000	39,000	82
<i>Sub-Total Administration</i>		39,000	39,000	

Financial Services

Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
Financial Services	87	\$357,613	\$430,883	\$73,270	20.49%

Financial Highlights

Revenue decreased \$2K:

- Fees & charges: Reduced \$224K
 - Investment income reduced \$259K due to Gov. stimulus measures, offset by fee adj.
- Reserve funding: Increased \$218K due to COVID-19 funding (\$259K) offset by reduced project funding

Expenses Increased \$71K:

- *Salaries and benefits* increased \$185K
 - Procurement Manager full annualization, \$45K
 - Transitional adjustments, \$58K
 - Regular cola, experience step progressions and benefit adjustments
- *Cost of Service Delivery*: Increased \$32K due to insurance and tax registration cost alignment
- *Consulting Services*: Reduced \$135K due project progress - COA, Questica, Procurement.
- *Administration*: Reduced \$10K due to continued remote learning & 2020 one-time cost elimination.

Financial Services - Capital Requests



2021 Capital Project Listing				
Project #	Title	2021 Expense	2021 Revenue	Pg.
<u>Finance</u>				
DC-GG-6.1.2	DC Background Study	50,000	50,000	89
<i>Sub-Total Finance</i>		<i>50,000</i>	<i>50,000</i>	

Human Resources

Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
Human Resources	94	\$1,264,070	\$1,178,416	(\$85,654)	-6.78%

Financial Highlights

- Reserve Funding: Partial funding removed for Talent Mgmt. completion
- Administration Expense: Decreased \$32K
 - Removal of 2020 Talent Mgmt. implementation cost, \$22K
 - \$10K reduction 1) corporate training 2) 2020 Summer Student one-time costs
- Professional Services reduced \$10K
 - Removal of costs for 2020 Council remuneration survey
 - Legal cost adjustment to align with trends
- Reserve Contributions reduced \$55K
 - Vacation & Retirement Allowance Rsrv. contribution adjusted for payout forecasts

Information Technology

Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
Info. Technology	99	\$989,094	\$1,099,871	\$110,777	11.20%

Financial Highlights

- Salaries and Benefits increased \$46K
 - 2020 position conversion annualization, \$32K
 - Regular cola, experience step progressions and benefit adjustments
- Cost of Service Delivery increased \$30K
 - Wide Area Network (WAN) Agreement increasing bandwidth
- Administration Expenses: Increased \$18.5K
 - Windows software lic. and mtnc fee increase, \$29K
 - Offset by \$10K decrease in computer operating and staff development
- Professional services: Increased \$14K
 - Security review & risk assessment \$18K & City Works support \$10K
 - Offset by a reduction in other consulting items

Information Technology - Capital Requests

2021 Capital Project Listing

Project #	Title	2021 Expense	2021 Revenue	Pg.
<i>Information Technology</i>				
320009.01	Application Tracking System - Bldg.	117,250	117,250	101
IT-2021-001	Workstation Replacement 2021	100,000	100,000	103
IT-2021-002	Mobile Device Management System	25,000	25,000	104
<i>Sub-Total Information & Technology</i>		<i>242,250</i>	<i>242,250</i>	

Non-Specific

Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
Non-Specific	105	\$1,977,230	\$1,943,362	(\$33,868)	-1.71%

Financial Highlights

Revenue Increased \$214K:

- COVID-19 funding of \$219K to offset dedicated staff and material costs
- Grants, Subsidies, Donations decrease \$5K to reflect phase-out of OMPF funding

Expenditures Increased \$180K:

- Salaries & Benefits: Increased \$115K:
 - Four temporary positions to support COVID-19 requirements, \$215K
 - Salary gapping adjustment of \$100K to better reflect current trends
- Reserve Contributions: Increased \$60K for address capital funding requirements.

Non-Specific - SER Summary

Operating Change Request Summary Report

Project Name	Pg #	Salary & Benefits	All Other	Total	Resvs	Taxation
Non-Specific				-		
Facility Operator I - Contract	107	53,819	1,030	54,849	54,849	(0)
Facility Operator I - Contract	108	53,819	1,030	54,849	54,849	(0)
Building Operator I - Contract	109	53,819	1,030	54,849	54,849	(0)
Building Operator I - Contract	110	53,819	1,030	54,849	54,849	(0)
Sub-Total		215,277 	4,120	219,397	219,397	(0)

Taxation

Financial Highlights:

Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
Taxation	111	(\$38,012,256)	(\$37,812,256)	\$200,000	-0.53%

Financial Highlights

Revenue reduction of \$211K

- Supplemental taxes: Reduced \$200K to reflect growth trends
- Reserve funding: Decreased \$11K to reflect BIA Downtown Revitalization Reserve depletion.

Expense reduction of \$11K

- Reflective of Downtown Revitalization Reserve transfer reduced from \$11K to \$0

Note: Levy change and external tfrs. remain static until the 2021 levy budget is final

GM Infrastructure and Development

Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
GM Infra/Dev.	114	\$124,118	\$136,656	\$12,538	10.10%

Financial Highlights

- Salaries & Benefits increased \$24K
 - Higher staff allocation for Admin. Assistant., \$20K
 - Regular cola, experience step progressions and benefit adjustments.
- Administration Expenses decreased \$11K
 - \$2.5K reduction in training and leadership initiatives
 - \$8.5K reduction in office equipment purchases and other minor adjustments.

Parks, Recreation & Culture / Buildings & Property

Financial Highlights:

Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
Parks & Rec.	121	\$6,040,078	\$6,140,541	\$100,463	1.66%
Build & Property	124	\$478,508	\$571,689	\$93,181	19.47%
Total		\$6,518,586	\$6,712,230	\$193,644	2.97%

PRC Financial Highlights

- PRC Revenue decreased \$129K:
 - Fees and charges: Decreased \$404K due to COVID-19
- Reserve funding increased \$276K:
 - COVID funding of \$454K (\$184K Fees, \$244K Staffing & \$26K Supplies)
 - Debt retirement for TCFC, \$250K
 - DC Funding for 2020 Construction Sup. tfrs, \$77K

Parks, Recreation & Culture / Buildings & Property

PRC Financial Highlights

Expenditures decreased \$29K :

- Financing Expenses: Decreased \$250K TCFC debt retirement
- Salaries & Benefits: Increased \$207K:
 - SER's: Seasonal Parks Operators (2) \$46K.
 - Regular cola, experience step progressions and benefit adjustments
- Cost of Service Delivery: Increased \$56K
 - R&M, equipment & tools increased \$57K, cleaning \$28K & insurance \$22K
 - Decreases in concessions \$20K, instructor fees \$10K, supplies \$6K, fitness R&M \$4K, Etc.
- Facility Expenses: Utilities decreased \$45K to align with trends

Note: Additional dedicated contract work included in non-specific COVID-19 Cost Centre.

Parks, Recreation & Culture / Buildings & Property

Building & Property Financial Highlights

Revenue decreased \$25K:

- Fees and Charges: Removal of 180 Parsons \$22K & 48 Main St. Demo \$7K
- Reserve Funding: Reflects Covid-19 funding for cleaning supplies \$4K

Expenditures increased \$67K:

- Salaries increased \$97K
 - SER's: Supervisor of Facilities \$92K
 - The balance is a result COLA, progressions, benefits etc.
- Cost of Service Delivery decreased \$36K
 - Removal of 180 Parsons condominium fees \$22K
 - Accessibility Expense: Reduced \$11K as included within capital projects
 - Reduction in materials \$7K & Equip \$6K to reflect trends
 - Offset by increase in cleaning supplies and contract services, \$9K
- Facility Costs: Decreased \$9K to align with electricity trends

Parks, Recreation & Culture - SER Summary

Operating Change Request Summary Report

Project Name	Pg #	Salary & Benefits	All Other	Total	Resvs	Taxation
Parks, Recreation & Culture				-		
Seasonal Parks Operators	122	45,165	1,000	46,165	-	46,165
Sub-Total		45,165	1,000	46,165	-	46,165

Buildings & Property - SER Summary

Operating Change Request Summary Report

Project Name	Pg #	Salary & Benefits	All Other	Total	Resvs	Taxation
Buildings & Property				-		
Supervisor of Facilities	126	92,562	13,240	105,802	-	105,802
Building Operator I - Contract	127	-	3,000	3,000	-	3,000
Sub-Total		92,562 	16,240	108,802	-	108,802

Parks, Recreation & Culture - Capital Requests

2021 Capital Project Listing

Project #	Title	2021 Expense	2021 Revenue	Pg.
<u>PRC</u>				
318044.1	Tottenham Conserv. Area Addn Funding	358,000	358,000	129
319044.1	New Park development - NTRC Faulkner Park Construction	700,000	700,000	130
320017.01	Health & Safety Identified Issues-Annual Projects	10,000	10,000	131
320022.1	Pick-Up Truck-Gardener Position and Watering Program	18,000	18,000	132
BP-2021-013	New Pick-Up Truck Parks & Facilities Construction	38,000	38,000	133
PRC-2021-002	Beeton Tennis Court Reconstruction	210,000	210,000	134
PRC-2021-005	Parks Master Plan and TCA Business Plan	75,000	75,000	135
PRC-2021-007	TCFC Public Washroom and Accessibility Upgrades (Daycare)	45,000	45,000	136
PRC-2021-008	TCFC Ice Pad Beam Re-painting	28,000	28,000	137
PRC-2021-DC1	PRC/BP DC Background Costing Preparation	20,000	20,000	138
PRC-2021-003	Park Equipment Replacement Program	330,000	330,000	139
PRC-2021-004	Bill Bailey & Lions Pavillion Roof Replacement (TCA)	40,000	40,000	140
PRC-2021-006	JOC Equipment Coverall	125,000	125,000	141
PRC-2021-009	GA Wright Pedestrian Bridge Replacement	72,000	72,000	142
PRC-2021-010	Pick-Up Quad Cab Parks Operations	50,000	50,000	143

Buildings & Property - Capital Requests

2021 Capital Project Listing

Project #	Title	2021 Expense	2021 Revenue	Pg.
<u>Building & Property</u>				
317138.1	Fire St4 Construction - Addn Funding	2,500,000	2,500,000	144
319052.1	Fire Stat #3 Expansion	2,500,000	2,500,000	146
320031.1	Banting Homestead Upgrades	200,000	200,000	148
BP-2021-001	Accessibility Upgrades Program	25,000	25,000	149
BP-2021-002	Upgrades to Alliston Town Hall	100,000	100,000	150
BP-2021-003	Security Systems Program-Town Buildings	35,000	35,000	151
BP-2021-004	Facility Re-Keying Program	25,000	25,000	152
BP-2021-005**	JOC Building Renovations	160,000	160,000	153
BP-2021-006	Fire Station #2 Foundation Waterproofing and Exterior Works	135,000	135,000	154
BP-2021-007	Fire Station #1 - Building Envelope and Trench Drain Repairs	75,000	75,000	155
BP-2021-008	Administration Building Replacements	1,220,000	1,220,000	156
BP-2021-009	13 Church Street - Building Repairs	53,000	53,000	157
BP-2021-010	48 Main Street Beeton Demolition	71,000	71,000	158
BP-2021-011	Kate Akin Building Roof Replacement	65,000	65,000	159
PRC-2021-001	NTRC Arena Roof Replacement	830,000	830,000	160
Sub-Total PRC & Building /Properties		10,113,000	10,113,000	

Buildings & Property – Multi-Year Capital Requests

Project #	Title	2021 Expense	2022 Expense	Project Total	Reserves/Other	Funding Total
<i>Parks Recreation and Culture + Property & Buildings</i>						
BP-2021-005*	JOC Building Renovations	160,000	1,520,000	1,680,000	1,680,000	1,680,000
<i>Sub-Total Engineering - Multi Year Projects</i>		160,000	1,520,000	1,680,000	1,680,000	1,680,000

Engineering

Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
Engineering	165	\$884,562	\$806,013	(\$78,549)	-8.88%

Revenue increased \$44K:

- Fees and Charges Increase \$157K due to subdivision applications
- Reserve Funding decreased \$113K
 - Progress on Crossing Guard and Eng. Std. Studies, \$61K
 - DC funding reduction due to 2020 Construction Sup. tfrs to Property, \$71K
 - \$20K from Tax Stabilization for traffic Calming

Expenditures increased \$34K:

- Salaries and Benefits increased by \$30K
 - Full annualization of 2020 Admin Assistant \$25K
 - Regular cola, experience step progressions and benefit adjustments
- Cost of service delivery increased \$24K for traffic calming measures (Council Requested)
- Professional services decreased \$80K
 - Progress made on the Crossing Guard and Eng. Std. Studies \$61K
 - Consulting savings \$20K

Engineering – 2021 Capital Requests

2021 Capital Project Listing				
Project #	Title	2021 Expense	2021 Revenue	Pg.
<u>Engineering</u>				
320042.1	Townwide Sanitary Sewer Master Plan Addn Funding	130,000	130,000	167
ENG 2021-01**	Hillcrest Well & Pump Stn Improv.	147,200	147,200	168
ENG 2021-02	Alliston Ground Water Well Optimization and Investigation	352,000	352,000	170
ENG 2021-03	Beattie Bridge Creek Crossing - Utility Relocation/Construction	2,620,400	2,620,400	171
ENG 2021-05	Lilly Street Reconstruction BTE	366,000	366,000	172
ENG 2021-06**	7th Line Rd Improv. - SR10 to SR15 - Utility Relocation & Rd Const.	598,000	598,000	173
ENG 2021-07	Beeton Audible Pedestrian Signal Installation	165,000	165,000	174
ENG 2021-08**	Dayfoot St Reconstruction -Multi Year Project	9,366,000	9,366,000	174.1
ENG 2021-09	Mill St CPR Crossing System Upgrade and Sidewalk Realignment	543,327	543,327	174.2
ENG 2021-10	90 Propect St. Phase 3 Remediation & Enviro. Assessment	44,500	44,500	174.3
ENG 2021-11	285 Centre St. Phase 2/3 Remediation & Enviro. Assessment	115,000	115,000	174.4
ENG 2021-12	Boyne River Trail (West): Phase 1 Consr.and Contract Admin	433,320	433,320	174.5
ENG-2021-DC1	ENG DC Background Costing Preparation	30,000	30,000	174.6
Sub-Total Engineering		14,910,747	14,910,747	

Engineering – Multi-Year Capital Requests

Project#	Title	2021 Expense	2022 Expense	2023 Expense	Project Total
<u>Engineering</u> ENG 2021-01	Hillcrest Well and Pumping Station Improvements - Phase 3 - Detailed Design and Construction	147,200	2,875,800		3,023,000
ENG 2021-06	7th Line Road Improvements - SR10 to SR15 - Utility Relocation and Road Construction	598,000	5,902,000		6,500,000
ENG 2021-08	Dayfoot St Reconstruction	9,366,000	9,425,000	2,075,000	20,866,000
<i>Sub-Total Engineering- Multi Year Projects</i>		10,111,200	18,202,800	2,075,000	30,389,000

Planning & Building Standards

Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
Planning & Bld Std	179	\$207,840	\$339,141	\$131,301	63.17%

Financial Highlights

Revenues increased \$253K:

- Fees and Charges reduced by \$304K
 - Building Std. revenue declined \$351K due to Covid-19 & demand
 - Planning revenues increased \$46K due to anticipated application fees
- Reserve Transfers increased \$214K
 - \$180K - Bill 124 Reserve funding to mitigate revenue decline
 - \$25K in Cannabis Reserve funding for Cannabis Control By-Law costs

Planning & Building Standards

Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
Planning & Bld Std	175	\$207,840	\$339,141	\$131,301	63.17%

Financial Highlights

Expenditures increased \$41K:

- Salaries & Benefits increased \$59K
 - Full annualization of 2020 Planning Admin. Assistant \$25K
 - Bld Std. PT clerical assistant removed, \$20K
 - Admin. Assistant allocation removed, \$25K (Now in GM I&D)
 - Regular cola, experience step progressions and benefit adjustments
- Cost of Service Delivery:
 - CIP Grant funding SER for \$25K
- Professional Services: Increased \$3K
 - Cannabis Control By-law SER, \$25K
 - Reductions in legal and other consulting, \$22K
- Reserve Contributions: Decreased \$41K
 - Removal of Bill 124 transfer, as reserve funding will be required for 2021

Planning & Bld Std - SER Summary

Operating Change Request Summary Report

Project Name	Pg #	Salary & Benefits	All Other	Total	Resvs	Taxation
Planning				-		
Community Improvement Plan Grant Funding	181	- 25,000		25,000	-	25,000
Interim Control By-law Cannabis Related Study	182	- 25,000		25,000	25,000	-
Sub-Total		- 50,000		50,000	25,000	25,000

Planning - Capital Requests



2021 Capital Project Listing				
Project #	Title	2021 Expense	2021 Revenue	Pg.
<u>Planning</u>				
PLN-2021-01	Urban Design and Placemaking Guidelines	100,000	100,000	185
<i>Sub-Total Administration</i>		<i>100,000</i>	<i>100,000</i>	

Public Works

Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
Public Works	191	\$10,460,648	\$11,138,495	\$677,847	6.48%

Revenue decreased by \$97K:

- Grants: Increased \$11K - West Nile County Grant.
- Reserve Funding: Decreased \$109K for 2020 Depot 3 Repair completion

Expenditures increased by \$580K:

- Reserve contributions increased by \$344K
 - Contribution incr. to the Vehicle Replacement Reserve, \$294K
 - New contribution to Storm Water Management Reserve, \$50K .
- Salaries and Benefits increased by \$197K
 - SER for a CMMS Co-Ordinator \$63K
 - The balance relating compensation adj. (COLA, progressions, benefits, etc.)

Public Works

Financial Highlights: Continued...

- Facility Expenses: Decreased \$76K (streetlighting \$28K, \$35K relocation & \$15K parking lot lease)
- Cost of Service Delivery increased by \$75K :
 - SER: Sand and Salt, \$49K,
 - Insurance increased \$44K
 - Facility expense re-allocation \$35K plus \$10K increase
 - LED retro saving account removed & reflected in energy accounts, \$106K
 - Public Transit reduced by \$75K to reflect trends
 - Partial offsets in roads operations, \$94K
- Professional fees: Increased \$60K for Drainage Superintendent services.

Public Works - SER Summary

Operating Change Request Summary Report

Project Name	Pg #	Salary & Benefits	All Other	Total	Resvs	Taxation
Public Works				-		
Sand and Salt	193	-	49,000	49,000	-	49,000
PW CMMS Coordinator	194	53,892	9,130	63,022	-	63,022
Sub-Total		53,892	58,130	112,022	-	112,022

Public Works - Capital Requests

2021 Capital Project Listing

Project #	Title	2021 Expense	2021 Revenue	Pg.
<u>Public Works</u>				
PW 2021-002	Annual Gravel Road Program	500,000	500,000	196
Fleet-2021-09	Tandem Axle Combination Dump/Plow	325,000	325,000	197
Fleet-2021-10	Backhoe Loader, Replacement of Asset	200,000	200,000	198
Fleet-2021-11	One Ton Crew Cab Pick-Up Truck with	65,000	65,000	199
Fleet-2021-12	One Ton Crew Cab Pick-Up Truck with	65,000	65,000	200
Fleet-2021-13	Pick-up Truck - Light - Replacement	38,000	38,000	201
Fleet-2021-14	Pick-up Truck - Light - Replacement	38,000	38,000	202
Fleet-2021-15	Pick-up Truck - Light - Replacement	38,000	38,000	203
Fleet-2021-16	Pick-up Truck - Light - Replacement	38,000	38,000	204
Fleet-2021-17	Mower - Light - Replacement 14138	39,000	39,000	205
Fleet-2021-18	3/4 Ton Cargo Van - Unit 13124	50,000	50,000	206
Fleet-2021-19	Cabinets/Work Benches for Fleet	13,500	13,500	207
Fleet-2021-20	Replacement brush mulcher for 16368	70,000	70,000	208
Fleet-2021-21	3/4 Ton Cargo Van - Unit 13125	50,000	50,000	209
Sub-Total Public Works		1,529,500	1,529,500	

Water & Wastewater

Net Operating	Pg.	2020 Budget	2021 Budget	\$ Change	% Change
W&WW Revenue	215	\$18,455,240	\$18,979,973	\$524,733	2.84%
W&WW Expense	215	\$18,455,240	\$18,979,973	\$524,733	2.84%
Total		\$0	\$0	\$0	0.00%

Financial Highlights

Revenue Increased \$524K:

- Fees and charges: Increased \$567K due to the following:
 - The Q1 impact of 2020 rates effective April 2020, \$52K
 - Anticipated growth consumption, \$238K
 - A 4% increase in rates \$240K
- Misc. Revenue: Decreased \$38K - Septage receiving volume adjustments
- Recoveries and Chargebacks: Decreased \$30K to align with declining trends in bulk sale of water.
- Reserve Funding: Increased \$26K due to Tottenham debenture commitment (DC Funded)

Water & Wastewater

Financial Highlights: continued..

Expenditures increased \$524K:

- Cost of Service Delivery: Decreased \$209K
 - Purchase of water decrease \$103K to align with historical actual costs.
 - R&M and Sub-contracting decrease \$138K to align with occurrences.
 - Insurance increased \$39K.
- Administration Expense: Decrease \$58K
 - Communications decreased \$47K to align with trends.
- Facility Expenses: Decreased \$19K for Magnetic Bearing Blower energy conservation
- Professional Fees: Legal decreased \$25K to align trends
- Salaries decreased \$21K:
 - SER: Administrative Assistant \$60K
 - ½ FTE reallocation for Admin Assistant to Corporate Services \$40K
 - Salary gapping increase of \$100K
 - The balance is a result COLA, progressions, benefits etc. \$60K
- Reserve Contributions: Tfrs to asset replacement increased \$832K

Water & Wastewater - SER Summary



Operating Change Request Summary Report

Project Name	Pg #	Salary & Benefits	All Other	Total	Resvs	Taxation
Utilities						
Administrative Assistant (1/2 Water)	217	29,870		29,870	-	29,870
Administrative Assistant (1/2 Wastewater)	218	29,870	3,000	32,870	-	32,870
Sub-Total		59,739	3,000	62,739	-	62,739

Water & Wastewater - Capital Requests

2021 Capital Project Listing

Project #	Title	2021 Expense	2021 Revenue	Pg.
<u>Utilities</u>				
Wastewater-2021-016	WWTP's Aeration Blowers Upgrade-Magnetic Bearing-RWWTP	260,000	260,000	230
Wastewater-2021-017	Industrial Parkway-Pump Replacement	45,000	45,000	231
Total Utilities		305,000	305,000	