



Council Budget Agenda

Tuesday, January 19, 2016

3:00 p.m.

Council Chambers

	Pages
1. Call to Order	
2. Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act	
3. Minutes of Previous Meeting - None.	
4. Additional Items Disclosed as Other Business	
5. Resolution Moving Council into Committee of the Whole to Consider Public Meetings, Delegations, Public Question Period, Correspondence, Reports, Motions for Which Notice Has Been Previously Given and Other Business	
6. Reports of Committees and Town Staff, Matters Tabled and Motions for Which Notice Has Been Previously Given	
a. Introduction, Mayor Bridge	
b. Presentation, C.A.O. Clerk and Treasurer	1
c. 2016 Capital Budget	34
7. Motion to Return To Regular Council	
8. Notices of Motion	
9. Resolution Adopting Proceedings of Committee of the Whole	
10. By-laws - None.	
11. Adjournment	



Town of Minto

Budget 2016

“Stay the infrastructure course.”

November 24, 2015

January 19, 2016

My life is one long curve, full of turning points. [Pierre Trudeau](#)

However beautiful the strategy, you should occasionally look at the results.
[Winston Churchill](#)



Budget 2016

Day 1 Tuesday November 24

- Introduction Mayor 1:00 to 1:05pm
- Presentation CAO/Clerk and Treasurer 1:05 to 1:25pm
- Operating Budget Discussions 1:25 to end

Day 2 Tuesday January 19

- Introduction and Review Mayor, CAO, Treasurer 3:00 to 3:05pm
- Operating Budgets Changes and updates 3:05 to 3:15pm
- Capital Budget Discussions 3:15 to 6:30pm
- Supper 6:30 to 7:00pm
- Regular Council 7:00pm

Public Open House 2016: March 15 5:00pm to 6:30pm ?



Strategic Plan 2013

The framework
-Vision, Mission, Actions

40% actions complete or partly
complete – 2 year review 2015

Official Plan (County of Wellington) 1999 (Updated 2011)

Policies to attain long term vision
- “Council may take no action contrary
to the Official Plan” (County 5 year
review done in 2014)
- “Shall be consistent with” Provincial
Policy” (new in 2014)

Integrated
Community
Sustainability
Plan 2011

Culture Plan
2011

Financial
Plans DWQMS
2015

Fire Master
Plan 2012

Asset
Management
Plan 2013-14

Specific
Planning
Documents
Policy
Direction

Departmental Business Plans

Budget Implements
Council Directions



Vision & Mission

Vision

A friendly, safe, affordable, family oriented rural community built on a foundation of respect, volunteerism, and prosperous business, and sustained by people who value neighbourliness, fairness and inclusiveness.

Mission

Cost effective and responsive local government through superior customer service, internal stability and efficiency, and promoting responsible economic growth, healthy lifestyles and respect for the natural environment



The Vision is the beacon in the distance. Navigating by Mission. To accomplish our goals



Strategic Directions

- Economic Development (12)
- Financial Strategy (8)
- Emergency Services and Health (10)
- Recreation and Facilities (9)
- Tourism and Culture (12)
- Planning and Development (13)
- Agriculture and Environment (12)
- Public Works (8)
- Governance and Leadership (13)
- Total = 98 40 (ST) 21 (MT) 3 (LT) 34(OG)

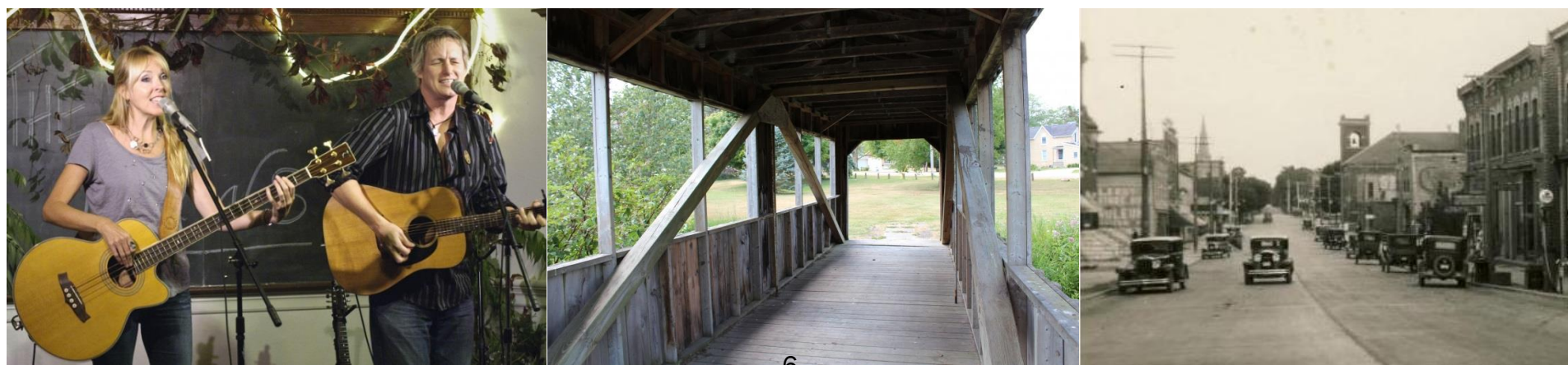




Municipal Cultural Plan

Strategies:

1. Creative Identity: Telling our Story
2. Creative Capacity: Cultivating Talent & Innovation
3. Creative Enterprise: Connecting & Leveraging Assets
4. Creative Places: Enhancing Quality of Place





Integrated Sustainability Community Plan

Goals:

1. Optimum population so Minto pays its bills & take on new projects.
2. Use agricultural abundance to nourish land, people, livelihoods.
3. Pursue fiscal and ecological responsibility with equal diligence.
4. Build Main Streets that support the business and civic life
5. Create/retain enterprises with low environmental impact and provide fulfilling jobs for the people of Minto.
6. Focus on health & recreational well-being.





Fire Master Plan

Mission Statement:

“The Minto Fire Department is dedicated to serving the community with a high standard of emergency response and fire prevention programs to ensure a safe environment for the residents of Minto.”

Core Values:

Commitment, Community Service
Integrity, Professionalism
Teamwork, Trust

Recommendations

Communications, Fire Safety Public Education, Prevention, Apparatus/Equipment, Training, Administration and Finance, Fire Suppression and Emergency Response



#WEAREONE





Municipal Cultural Plan

Values : We believe...

- Creativity and culture are foundations for building a prosperous and sustainable economy.
- Culture is essential to making Minto a place where people want to live, work, play and invest.
- Cultural resources and activities are essential to building vibrant and successful downtowns.
- Conserving our natural and cultural heritage resources is important.
- Artists and creators are essential sources of new ideas, innovation and technologies important to our future.
- In cultural groups collaborating and working together toward shared purposes.



Asset Management Plan

- Completed 2013-14 in House inventories Tangible Capital Assets (TCA) in six areas.
- Roads and Bridges
- Culverts and Storm Water
- Water and Wastewater
- On a replacement cost basis over a 10 year period \$6.9 million year needed to maintain TCA
- The plan also looks at the condition of the assets, desired service levels, financial commitments needed to “operate, maintain, renew and replace”
- Policies to sustain TCA





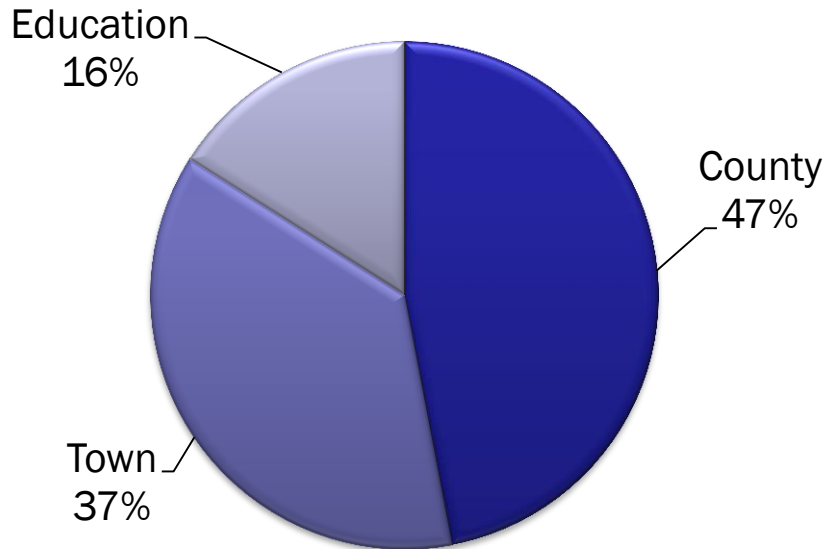
Economic Backdrop

- Unemployment Rate National 7%; Provincial 6.8% (similar in 2015)
- Local Unemployment Rate +/-4.0% (same)
- Cost of Living (CPI) confirmed through October to 1%
- Federal Deficit \$3.2 billion (similar to 2015 scheduled to increase to borrow for infrastructure and other priorities propose to eliminate 2018-19);
- Provincial Deficit \$10.4 billion (projected to eliminate 2018);
- Provincial Growth Estimates around 2.3% (Conference Board of Canada)
- Housing Starts; **2015** +/- 60,000 **2016** 65,100 **2017** 59,900
- Average home price of \$437,000 in Ontario over 2X Minto
- AMO estimates 96 monthly reports, 100 quarterly reports, 6 semi-annual reports and 68 annual reports = 270 reports annually, plus 16 audited statements and the annual Financial Information Return. Total 287 reports
- New reporting to Ombudsman



Distribution of Tax Dollar

Breakdown of Tax Dollars

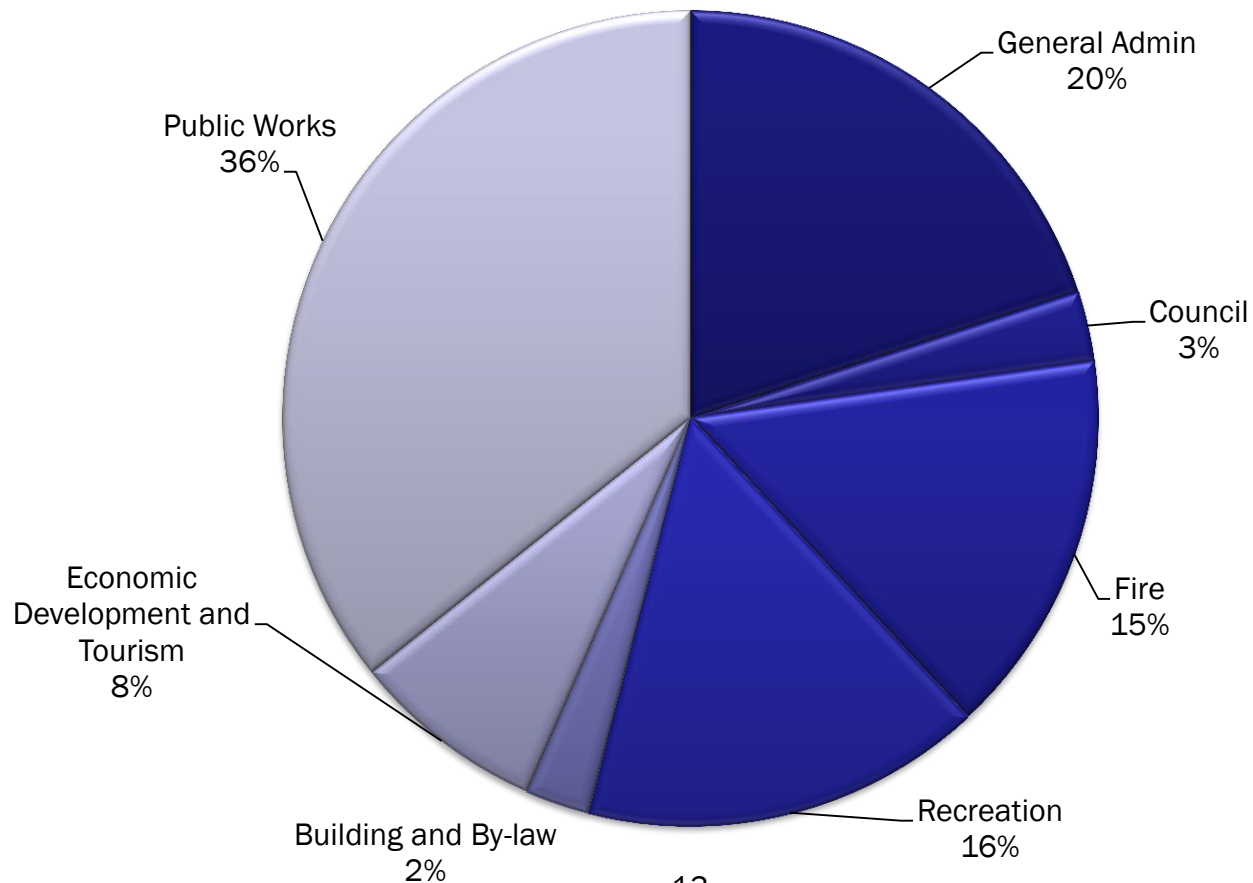


- Town Share is 37% of total tax collected.
- Education Share is 16%, (not increased for years).
- County Share 47%, expect $\pm 2.0\%$ in 2015.
- 1% Town Increase raises $\pm \$40,000$ per year



Distribution of Town Share

Net Budget





Changes since November meeting

		2015 Budget	2016 Draft Budget	\$Difference	
Mayor and Council		137,810	127,700	-10,110	
CAO/Clerk		294,000	278,900	-15,100	
General Administration & Reserve Transfers		497,300	525,200	27,900	
People and Property		143,582	501,700	4,400	
Health Services		28,750	150,800	7,218	
Fire Services Overall	(Overall up \$24,727)	853,365	28,750	0	
	Fire Administration	517,650	889,236	35,871	48,824
	Palmerston Fire Hall	82,826	568,400	50,750	49,750
	Harriston Fire Hall	157,000	70,261	1,284	
	Clifford Fire Hall	95,889	147,825	-12,565	
Clifford Arena and Hall		159,040	102,750	6,861	
Harriston Arena and Hall		146,497	161,982	2,942	
Palmerston Arena and Hall		176,496	164,154	17,657	15,857
Satellite Facilities		48,462	181,944	5,448	3,448
Clifford Parks		18,794	56,822	8,360	
Clifford Ball and Soccer		18,710	21,257	2,463	
Harriston Parks		23,660	19,247	537	
Harriston Ball Field		15,003	28,056	4,396	
Palmerston Parks		49,489	17,196	2,193	
			62,185	12,696	
				2,819	
Palmerston Ball/Soccer		31,706	34,525		
Recreation Administration		218,500	228,500	10,000	8,000
Harriston Pool		34,000	44,750	10,750	
Palmerston Pool		26,000	38,000	12,000	
Adventure Camp		1,000	1,000	0	
Special Programs		5,500	6,000	500	
Joint Health and Safety		4,000	4,000	0	
Norgan Theatre		-16,000	-16,000	0	
Building and Bylaws		123,825	163,475	39,650	37,650
Economic Development		411,940	445,209	33,269	-8,231
Tourism		89,250	403,780	24,550	
Public Works	Roads Administration	739,907	113,800	25,474	75,474
	Municipal Drains	33,000	765,381	0	
	Vehicle Cost & Time	-340,000	-345,000	-5,000	
	Road Maintenance	1,016,250	1,040,970	24,720	20,720
	Winter Control	450,400	1,038,970	6,000	
	Trailer Park	-8,000	456,400	1,320	
	Cemeteries	19,800	-6,680	0	
	Street Lights	0	19,800	0	
	Community Plantings	63,200	0	12,020	
Sewage Treatment & Dist		0	0	0	
Water Treatment & Dist		0	0	0	
Subtotal		5,515,236	5,788,279	273,043	282,043
Grant (OMPF)		(1,532,500)	(1,680,700)	(148,200)	
Tax Stabilization Reserves		-2,856	-32,478	-29,622	
		-	-	-	
Total Operating		3,979,880	4,075,101	95,221	114,221
Tax Supported Capital		383,346	4,084,301	116,654	18,854
Total Raised Through Tax		4,363,226	500,000	11,875	130,875



Provincial Infrastructure \$

	<u>2015 Amount</u>	<u>2015 Project Allocation</u>	<u>2016 Proposed</u>
Federal Gas Tax	\$246,000	Roads	\$1.8 million debenture 10yrs
OCIF merit based	\$454,444	\$652,000 Bride R culvert	\$1.3/\$1.62 million Jane & Inkerman St
OCIF formula	\$131,000	\$800,000 James St	\$40,000 Asset Mgt. Plan; \$91,000 6 th Line
SCF merit based	\$1,000,000	\$2.5 million Elora St	\$1.67million/\$2.5 million Brunswick
Connecting Link	Nov. 19 merit based applications. submitted for 2016		\$400,000 Clifford Downtown full design



Capital 2011-15: \$19.85 million

TOWN OF MINTO 5 YEAR CAPITAL PLAN

Project Costs Dept/Year	2011	2012	2013	2014	2015
Water & Sewer	\$ 529,565	\$ 1,033,969	\$ 1,097,343	\$ 1,755,208	\$ 2,216,900
Roads & Drainage	\$ 1,046,658	\$ 1,130,218	\$ 1,218,669	\$ 1,797,770	\$ 2,865,900
Vehicles	\$ 34,300	\$ 171,101	\$ 344,606	\$ 130,844	\$ 630,000
Other Departments	\$ 950,265	\$ 1,107,930	\$ 1,685,697	\$ 1,013,319	\$ 1,206,000
Total	\$2,560,788	\$3,443,218	\$4,346,315	\$4,697,141	\$6,918,800

Actual 4.8 million

Funding Model Dept/Year	2011	2012	2013	2014	2015
Revenue	\$ 925,116	\$ 1,234,943	\$ 377,467	\$ 1,711,322	\$ 1,494,100
Grant	\$ 942,135	\$ 10,520	\$ 502,984	\$ 582,234	\$ 1,521,500
Devt Chrg & Reserves	\$ 393,549	\$ 1,690,386	\$ 2,284,147	\$ 1,214,500	\$ 882,200
Borrowing	\$ -	\$ -	\$ 830,000	\$ 440,000	\$ 2,500,000
Tax	\$ 299,988	\$ 507,369	\$ 351,717	\$ 749,085	\$ 391,000
Sustained OCIF	\$ -	\$ -	\$ -	\$ -	\$ 130,000
	\$2,560,788	\$3,443,218	\$4,346,315	\$4,697,141	\$6,918,800

Actual 4.8 million



2016 Capital Commitments

- Town should spend \$2.8 and \$6 million to properly maintain assets.
- The Town spent on average \$4 million per year since 2011
- \$4.3 million 2016 projected capital plan is surpassed just to fund merit based projects:

Source	Amount
2016 tax	\$ 400,000 (now \$500,000)
Connecting Link	\$ 400,000 (90% funding)
OCIF Merit	\$1,600,000 (Jane & Inkerman)
OCIF Formula	\$ 90,000
<u>SCF</u>	<u>\$2,500,000 (Brunswick St. 2017)</u>
Total	\$4,999,000

- The proposed budget for 2016 capital is \$7.42 million.



Capital 2016-20: \$22.5 million

TOWN OF MINTO
5 YEAR CAPITAL PLAN *Proposed in 2016*

Project Costs Dept/Year	2016	2017	2018	2019	2020
	<i>\$2.65 million</i>				
Water & Sewer	\$ 1,066,000	\$ 872,000	\$ 911,298	\$2,860,434	\$ 603,000
	<i>\$3.165 million</i>				
Roads & Drainage	\$ 2,407,000	\$ 2,879,438	\$ 3,264,313	\$1,361,346	\$ 1,621,106
	<i>\$0.135 million</i>				
Vehicles	\$ 375,000	\$ -	\$ 260,000	\$ 400,000	\$ 360,000
	<i>\$1.49 million</i>				
Other Departments	\$ 525,000	\$ 335,000	\$ 490,000	\$ 715,000	\$ 645,000
	<i>\$7.42 million</i>				
Total	\$ 4,373,000	\$ 4,086,438	\$ 4,925,611	\$ 5,336,780	\$ 3,229,106

Funding Model Dept/Year	2016	2017	2018	2019	2020
	<i>\$0.64 million</i>				
Revenue	\$ 500,000	\$ 500,000	\$ 500,000	\$ 1,700,000	\$ 500,000
	<i>\$1.56 million</i>				
Grant	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
	<i>\$1.047 million</i>				
Devt Chrg & Reserves	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 25,987	\$ 1,000,000
	<i>\$1.42 million</i>				
Borrowing	\$ 1,343,000	\$ 1,056,438	\$ 1,895,611	\$ 2,080,793	\$ 199,106
	<i>\$0.5 million</i>				
Tax	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
	<i>\$2.253 million</i>				
2015 Carry Over	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000
Sustained OCIF					
	<i>\$7.42 million</i>				
	\$ 4,373,000	\$ 4,086,438	\$ 4,925,611	\$ 5,336,780	\$ 3,229,106



Fire Department Capital

- \$555,000 2004 Aerial and 2016 Tanker



- Compatible Radios \$65,000
- Equipment & Gear \$20,000





Economic Development Capital

- \$60,000 Entrance Signs Harriston (IPM)
- \$12,500 Downtown Committee
- \$30,000 Palmerston Industrial Sign
- \$75,000 Palmerston Industrial Servicing





Facilities Capital Palmerston

- \$154,000 Arena and Community Hall (plumbing, electrical, lobby windows, accessible front doors, dressing room showers, floor)
- Fairgrounds Playing Fields \$27,000 (backstop, dugouts, Counter)
- Palmerston Lion's Park and Palmerston Rail Museum \$20,000 (fountain, lighting, fencing, Lion's Club waterfall donate \$25,000)





Facilities Capital Harriston

- New Referees Room, Plumbing, Electrical, cosmetic upgrades and small equipment (ie. refrigerator) \$45,000
- New VFD Pool Pump \$15,000
- Train Station parking lot light \$5,000
- Park upgrades (relocate firefighters monument, restore trailer park, naturalization, tractor attachment) \$7,500



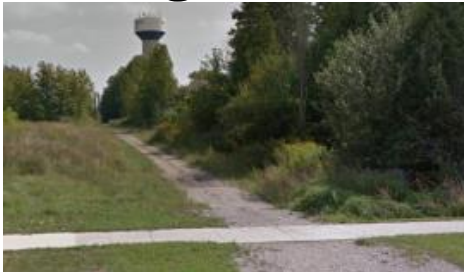


Facilities Clifford & Other

- Arena Upgrades (plumbing, electrical, other equipment) \$22,500
- Park light and walkway to ball diamond \$5,000

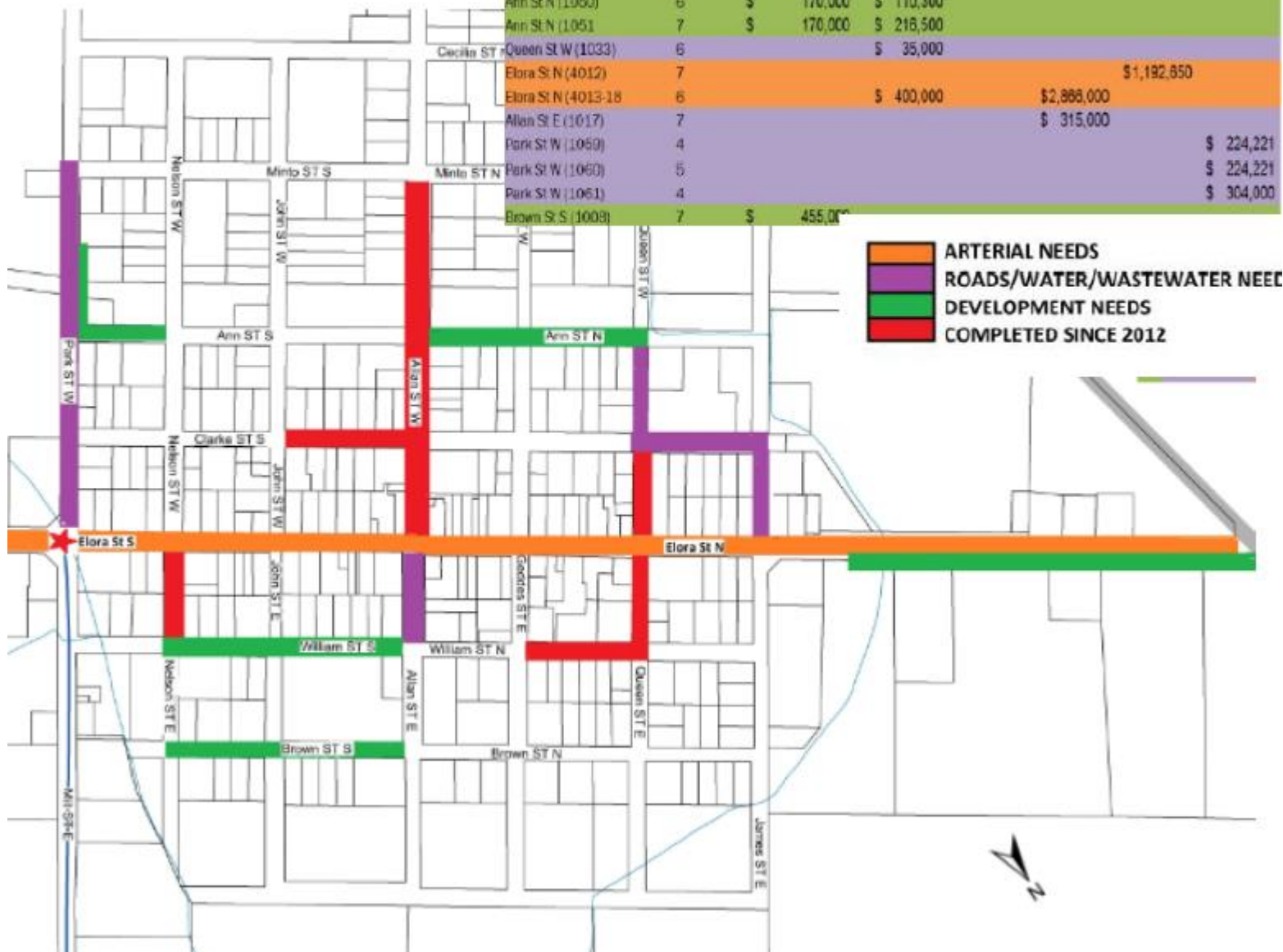


- Trails additions/ improvements \$40,000
- Flagpoles \$5,000
- Refrigeration \$16,500





Clifford





Public Works Capital

Clifford

- \$525,800 Ann St. and Queen St. Road Reconstruction
- \$50,000 Clarke and James Street Top Coat Asphalt





Harriston



Description	RCR VALUES	Development Needs	2016 Amount	2017 Amount	2018 Amount	2019 Amount	2020 Amount
HARRISTON							
Elora Street (4023-24)	6		\$945,000				
Queen St S (2065)	Gravel		\$ 35,000				
George St S (2004)	5			\$ 344,200			
George St S (2005)	6			\$ 344,200			
George St S (2006)	5			\$ 320,300			
Queen St N (2014)	7						\$ 192,189
Queen St N (2015)	6						\$ 486,500
Queen St N (2016)	6						\$ 320,300
William St E (2028)	6				\$ 463,000		
William St E (2029)	6				\$ 463,000		
Elora St N (4020)	5			\$750,000			
Arthur St E (4000-400)	6						\$1,400,000
Queen St S (2007)	6						\$ 508,500
Lawrence St (2008)	5		160,200				
John St N (2038)	5	\$ 490,000					
John St N (2114)	8	\$ 1,020,000					

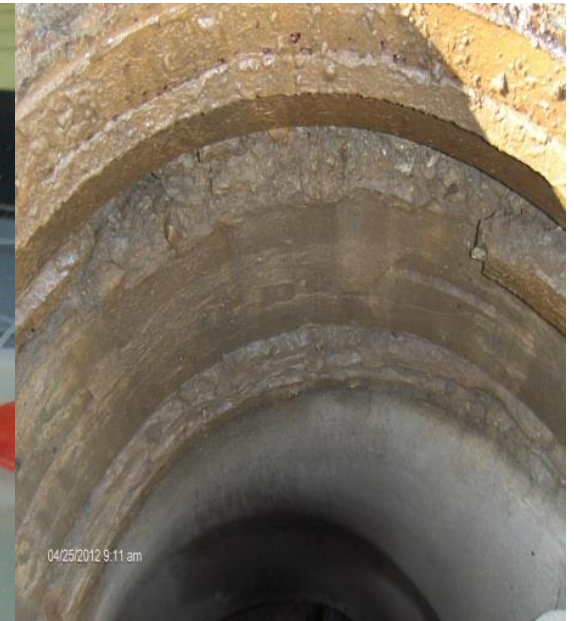
■ ARTERIAL NEEDS
■ ROADS/WATER/WASTEWATER NEEDS
■ DEVELOPMENT NEEDS
■ COMPLETED SINCE 2012



Public Works Capital

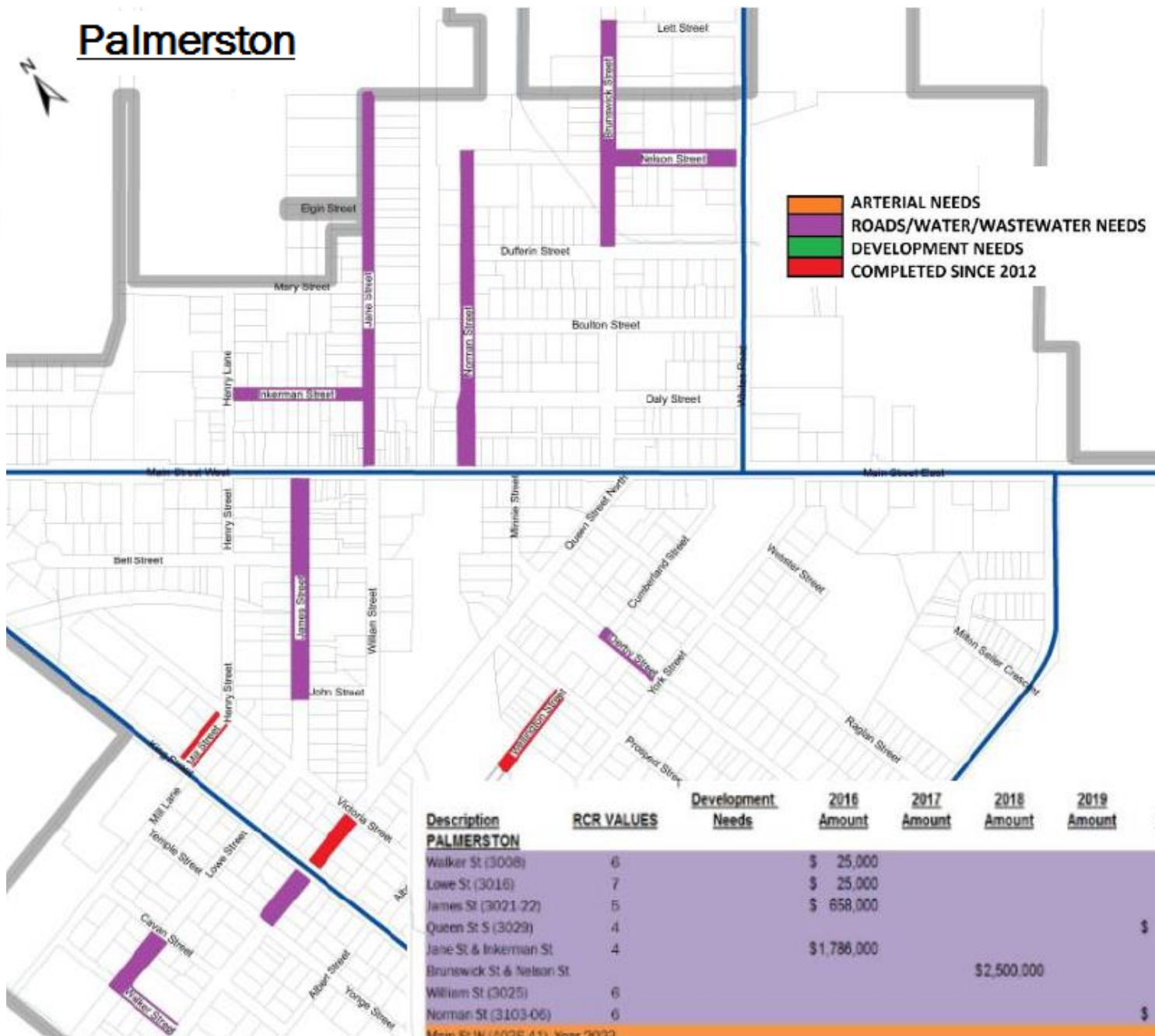
Harriston

- \$945,000 Elora St. Road (William St to Lights) Reconstruction
- \$35,000 Queen St. Base Coat Asphalt
- \$150,000 Inflow & Infiltration





Palmerston



Description	RCR VALUES	Development Needs	2016 Amount	2017 Amount	2018 Amount	2019 Amount	2020 Amount
PALMERSTON							
Walker St (3008)	6		\$ 25,000				
Lowe St (3016)	7		\$ 25,000				
James St (3021-22)	5		\$ 658,000				
Queen St S (3029)	4						\$ 132,000
Jane St & Inkerman St	4		\$1,786,000				
Brunswick St & Nelson St					\$2,500,000		
William St (3025)	6						
Norman St (3103-06)	6						\$ 866,000
Main St (4036-41) Year 2023							



Public Works Capital

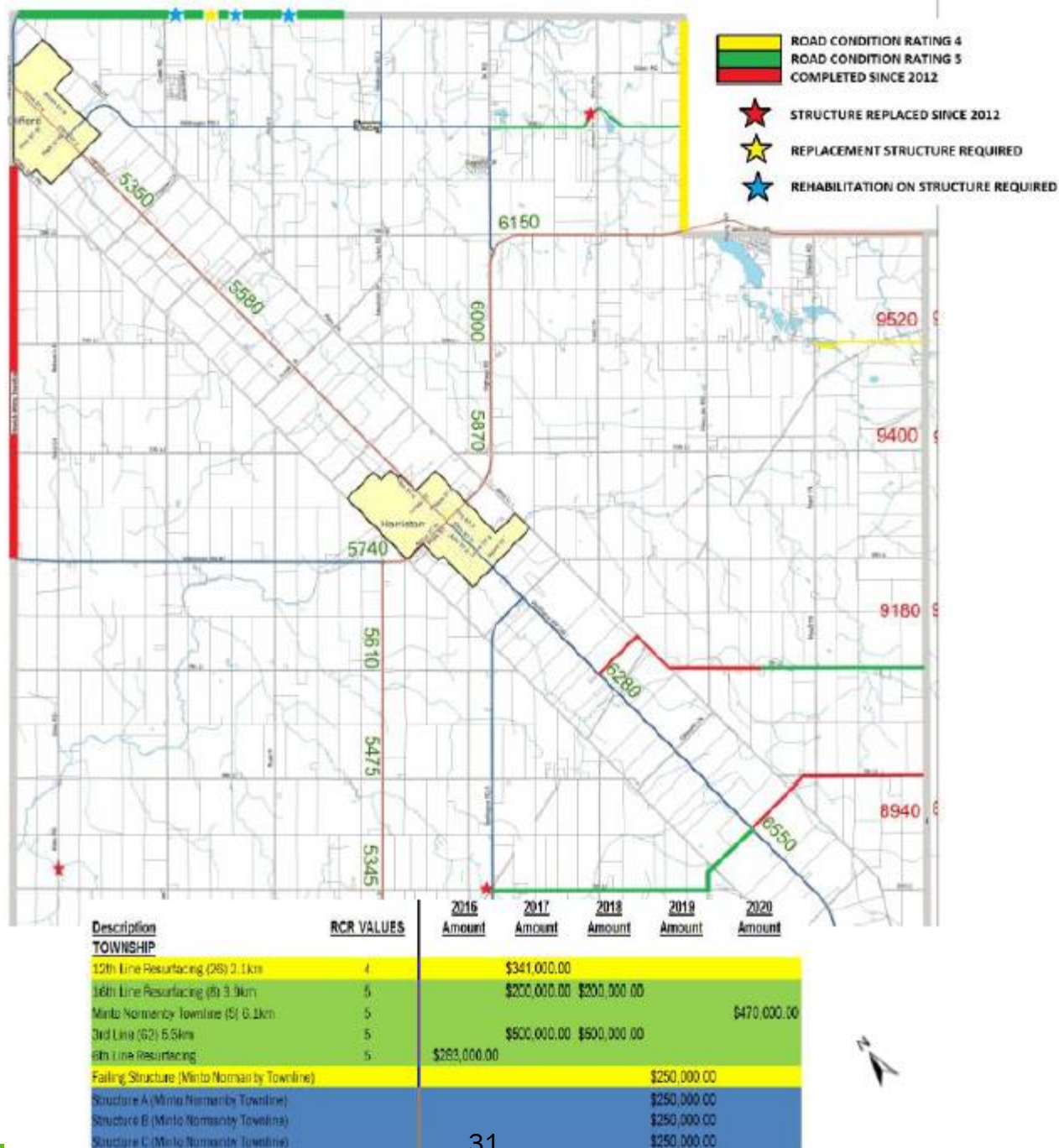
Palmerston

- 658,000 James St. Road Reconstruction
- \$1,111,000 Jane St. and Inkerman St. Road Reconstruction





Rural





Public Works Capital

Miscellaneous /Rural

- \$300,000 Plow Truck (replacing 1999 Volvo Tandem)
- \$45,000 F-150 Pickup (Replacing Truck #18)
- \$283,000 6th Line Resurfacing
- \$90,000

Water/Wastewater
Service Truck

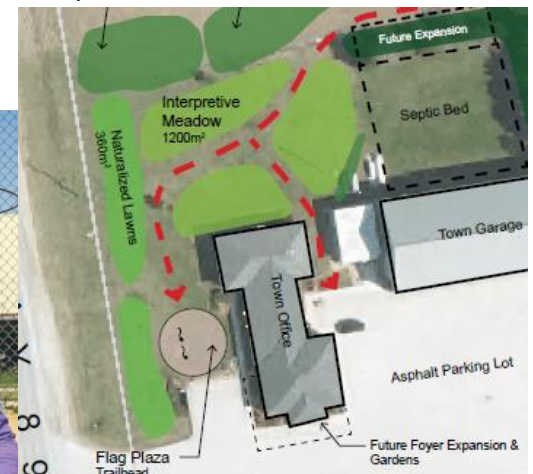
- \$100,000
Water SCADA System
- \$50,000 sidewalks





Administration Capital

- Street Lights (Clifford, Palmerston, Harriston, Minto Pines, Minto Highlands) \$ 10,000
- Hardware, Software, Records Management, Equipment \$ 47,000
- Town Office Footings, Grading and Landscaping \$ 50,000
- Emergency Plan (flood plain maps, generator Robertson St,) \$ 60,000
- General Engineering (shovel ready projects) \$ 30,000
- Community Gardens and Building Department \$ 10,000
- Van Replacement Administration \$ 30,000





2016 Draft Budget Summary Report Budget Meeting January

My life is one long curve, full of turning points. [Pierre Trudeau](#)

However beautiful the strategy, you should occasionally look at the results. [Winston Churchill](#)



Town of Minto Proposed 2016 Operating and Capital Budget

Strategic Plan

The Town's Strategic Plan was prepared "in-house" and was approved in August 2013. Over 100 people had input into the current Strategic Plan. The Plan has a five to ten year scope and a new monitoring and updating process. It has 98 initiatives in nine business areas prioritized in an implementation schedule. There are 40 short term initiatives, 21 medium term (3 year), three long term (over 3 years) and 33 ongoing actions in the Plan.

In reviewing the Plan in 2015 staff estimated about 40% of the actions as complete or partly complete. This is a guideline as many completed actions must be monitored and continue to be on-going. The Asset Management Plan, Integrated Community Sustainability Plan, Cultural Master Plan, and Master Fire are authorized in the Strategic Plan. These planning documents are implemented through budget. In 2016 each budget area business plan contains the Strategic Position along with a list of comprehensive actions. This is designed to better link the strategic plan into the budget document.

INTRODUCTION

The following have been budget themes the last five years:

- 1) 2012 it was "change leading to sustainability"
- 2) 2013 "striving for sustainability"
- 3) 2014 "steps in the right direction".
- 4) 2015 "hit the ground running"

The 2015 budget theme meant getting busy replacing core infrastructure following the 2014 announcement of the Small Communities Fund (SCF) and Ontario Community Infrastructure Fund (OCIF) which offer funding to allow longer term infrastructure planning. 2016 is the second year of OCIF and SCF funding and since so much was accomplished in the area of infrastructure the budget theme is **"stay the infrastructure course"**. In other words continue to be pro-active replacing and maintaining infrastructure in an affordable and responsible way.

The Town finished \$15 million in capital work between 2011 and 2014, budgeted \$6.9 million in 2015, and projects \$22 million of work from 2016 through 2020 (includes fire, recreation and facilities projects). The gross value of Town Tangible Capital Assets is \$123 million and the depreciated or "book value" is \$68 million depreciating at a rate of \$2.8 million annually. The Town's Asset Management Plan suggests over \$6 million is needed annually to maintain roads, bridges, water and sewer infrastructure. The Town should continue to spend between \$2.8 and \$6 million to properly maintain its assets.

The following summarizes use of existing grant funds:

	<u>2015 Amount</u>	<u>2105 Project Allocation</u>	<u>2016 Proposed Allocation</u>
Federal Gas Tax	\$246,000	Roads	\$1.8 million debenture 10 years
OCIF merit based	\$454,444	\$652,000 Bride Road culvert	\$1.3 million/\$1.62 million Jane St
OCIF formula	\$131,000	\$800,000 James Street	\$45,000 Find IT;
SCF merit based	\$1,000,000	\$2.5 million Elora Street	\$1.67million/\$2.5 million Brunswick
Connecting Link	Nov. 19 merit based applications submitted	.	\$400,000 Clifford Elora St Full Design

In the 2015 budget staff indicated that infrastructure will continue to be a key focus for the rest of this Council term, and 2016 is no exception. The challenge is that payments to borrow nearly \$7 million of work in 2015 must be added to the operating budget in 2016.

Operating and OMPF

The Town's main operating funding from the Province is the Ontario Municipal Partnership Fund (OMPF) which over the last five years has varied as follows:

Year	OMPF Allocation
2012	\$1,354,300
2013	\$1,306,900
2014	\$1,491,400
2015	\$1,532,500
2016	\$1,680,700

The 2014 formula resulted in an increase for the Town as it recognized municipalities with lower than average assessment and other budget pressures. The new formula increased the Town's allocation \$148,200 in 2016. The Ministry of Finance redesigned OMPF to support areas with limited property assessment like Minto and to recognize challenges of rural municipalities "while targeting funding to those with more challenging fiscal circumstances." This includes the "Northern and Rural Fiscal Circumstances Grant" which helps with Minto's annual OMPF allocation.

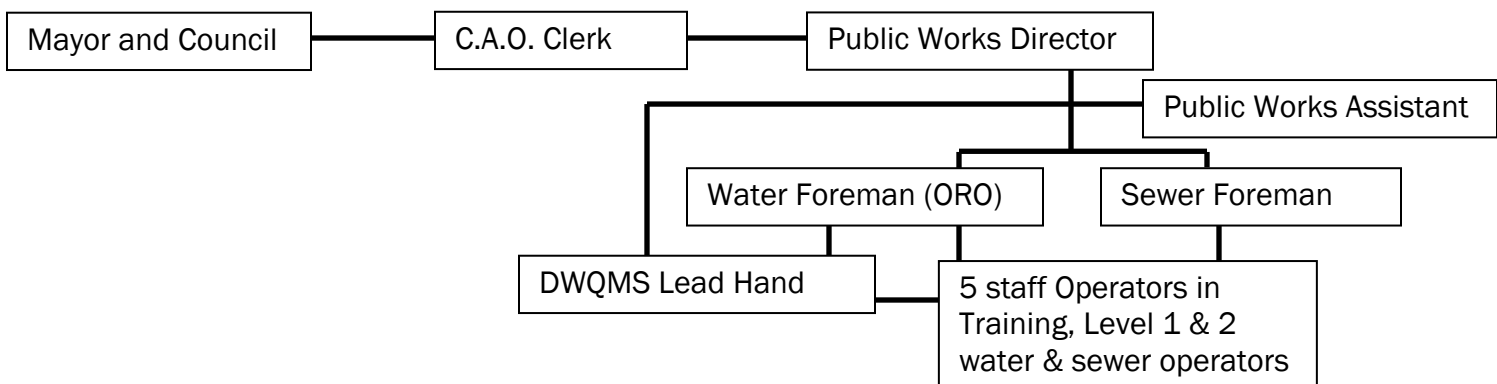
In 2015 the Province approved \$115,000 to cover expenses to implement Source Water Protection initiatives. This included staff training, and in part new staff to provide a Risk Management Inspector (RMI) locally. The County Wide Risk Management Officer (RMO) provides direction to local RMI. Stacey Pennington and Terry Kuipers act in place of the County Wide RMO if necessary. The funding for this work was extended through 2016 and the budget annualizes Risk Management Inspector salaries as required.

Other "hidden" downloads from the Provincial agenda that impacted Town operating budget in previous years including Accessibility Regulations, Green Energy Plans, Building Code amendments (vulnerable occupancies), and health and safety awareness. These new responsibilities include obligations to report back to the Province on progress in all these areas.

In 2015 staff reported that climate change, and access to transit, ultra-high speed internet and natural gas in rural areas are potentially the next "hidden" initiatives that may add to the operating budget in the future. In 2016 there are no proposed adjustments to the operating budget to begin to address these initiatives.

Water and Sewer Services

January 1, 2015 the Town took over full operation of its three waste water treatment facilities, the lagoon systems in Clifford and Harriston and secondary treatment facility in Palmerston. Starting February 2016 the water treatment and distribution, and waste water collection and treatment structure is as follows.



On January 1st, 2013 Section 19 of the Safe Drinking Water Act (passed in 2002 but not executed) was declared. Section 19 requires municipal drinking water systems owners exercise a “level of care, diligence and skill” when maintaining a system. Section 19 contains penalties for any person, including a member of Council, who does not act “honestly, competently and with integrity” when protecting the safety” of drinking water users. Penalties include fines up to \$4 million and imprisonment for up to five years.

January 2012 Council approved the Watson & Associates Water Financial Plan required by Regulation 453/07 under DWQMS to obtain all permits to take water for the four Town systems. At the same time a sewer financial plan was developed in a combined document that set water and sewer rates for up to five years. In 2015 a Water and Sewer Financial Plan update set water and sewer rates after new meters were installed. The new rates resulted in less revenue to the system mainly due to increased conservation. Early in 2016 the Town will reconsider its rates keeping in mind the need to achieve a user pay system.

In the 2016 care is required to “right-size” water and sewer operating budgets to reflect potential revenue loss and the need to realize savings resulting from less consumption.

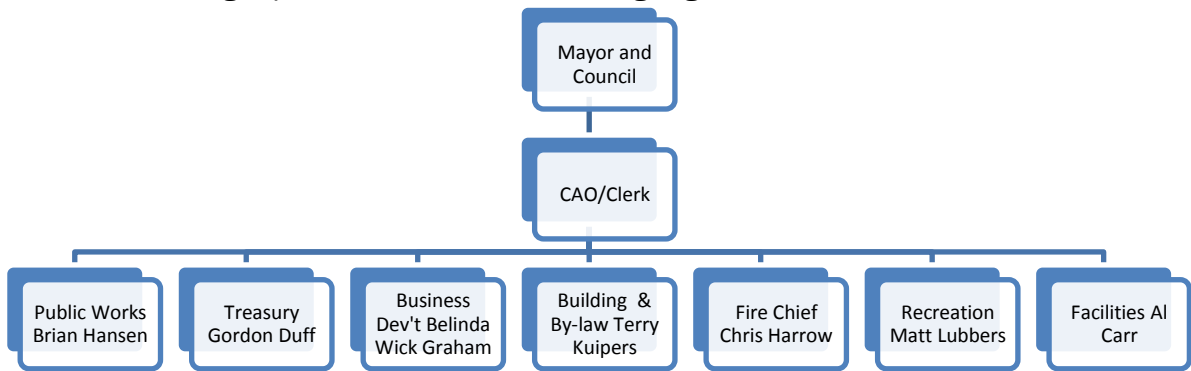
Economic Context

Canada’s unemployment rate sits at 7.0% as of October 2015, while Ontario is 6.8%. Locally the unemployment rate is near 4%. The Federal deficit of \$3.2 billion in 2015 was to be eliminated in 2016. Although the new Liberal Government proposes “modest” \$9-\$10 billion deficits before balancing in 2018-19, the deficit is increased to borrow more money to fund a coordinated national infrastructure strategy. A national infrastructure program coordinated with the Provinces is not expected until 2017.

In September the Province announced a lower than projected deficit at \$10.4 billion for 2014-15 and still on target for elimination in 2018. It does not appear deficit reduction by the Federal and Provincial governments will be a source of pressure on local municipal budgets, but local municipalities should ensure Canada to unveil its long term infrastructure plan as soon as possible.

The cost of living was 1% for the 12 months leading to October 2015, reduced primarily due to 10% lower fuel prices in the last year. The drop in oil prices and the Canadian dollar have delayed national and provincial employment recovery as anticipated benefits to manufacturing sectors materialize slowly to replace job loss in the oil industry. China continues to be a major player in the international economy albeit with more modest projected growth. The rate of loss from North American to emerging Asian Markets may moderating although the “new economy” seems yet to emerge fully out of the 2008-09 global recession. In Minto local agriculture, manufacturing, service industries, and other business are relatively healthy. The 2016 budget is based on moderate assessment growth with some recognition of lower fuel prices helping reduce operating budget demands.

This is the fourth budget planned under the following organizational structure.



Council has been proactive adjusting the organization to anticipate financial challenges to come. With the departure of a position in the Clerk's Department, a three year contract in Minto Fire and post maternity leave re-organization, there is some potential savings in staffing in 2016.

OPERATING BUDGET

At the budget meetings Council looks at each service to find increases or decreases to operating costs based on a business plan that looks at responsibilities, budget pressures, long term issues, and service measures. Department Heads review these plans with Council to assist with decision making. In 2016 the budget is provided in electronic form and is posted on the Town website at the same time Council receives it. This will allow for more transparency as the public has full access to the full budget binder electronically whereas in the past they would have to come to the Town office to read the binder.

Also new in 2016 is a listing of the Strategic Position and Actions related to each budget business area, and increased service measures to help Council and staff assess the overall benefit of services provided.

Format

Each budget area consists of a cover sheet or "business plan" for that area followed by the operating budget spreadsheet providing line item detail. These snapshots show how a "business plan" cover sheet relates to the operating budget spreadsheet.

Operating Budget Summary:

2015 Budget (Actual \$92,868 through Sept. 30)

\$137,810

Past & Projected

2014	2015	2016	2017	2018
\$144,200	\$137,810	\$127,700	\$129,000	\$131,000

Budget Initiatives

1. Decrease per diem and benefits **-\$10,110**

Proposed 2016 Budget

\$127,700

The "Actual" highlighted in red describes current spending in that area to date. You can see where the red total matches the operating budget spreadsheet below. The 2015 budget in light green on the cover sheet matches the total on the spreadsheet. Budget Initiatives are additions or reductions to the 2014 budget that create the Proposed 2016 Budget (highlighted in blue).

2014 Actual

1000-00-6058	Council Expense	0.00	0.00	0.00	0.00
1000-00-6060	Mileage	3853.76	5600.00	1327.09	5600.00
1000-00-6510	Publications & Data Received	0.00	0.00	0.00	0.00
1000-00-6530	Telephone Services-Cell	3834.37	3600.00	1408.39	3600.00
1000-00-6850	Miscellaneous Fund/Social Func	1433.93	2200.00	45.03	2200.00
	Total Council Expenditure	138113.91	166810.00	107368.77	156700.00
Excess Revenue over/under Expenditures		-114,113.91	-137,810.00	-92,868.77	-127,700.00

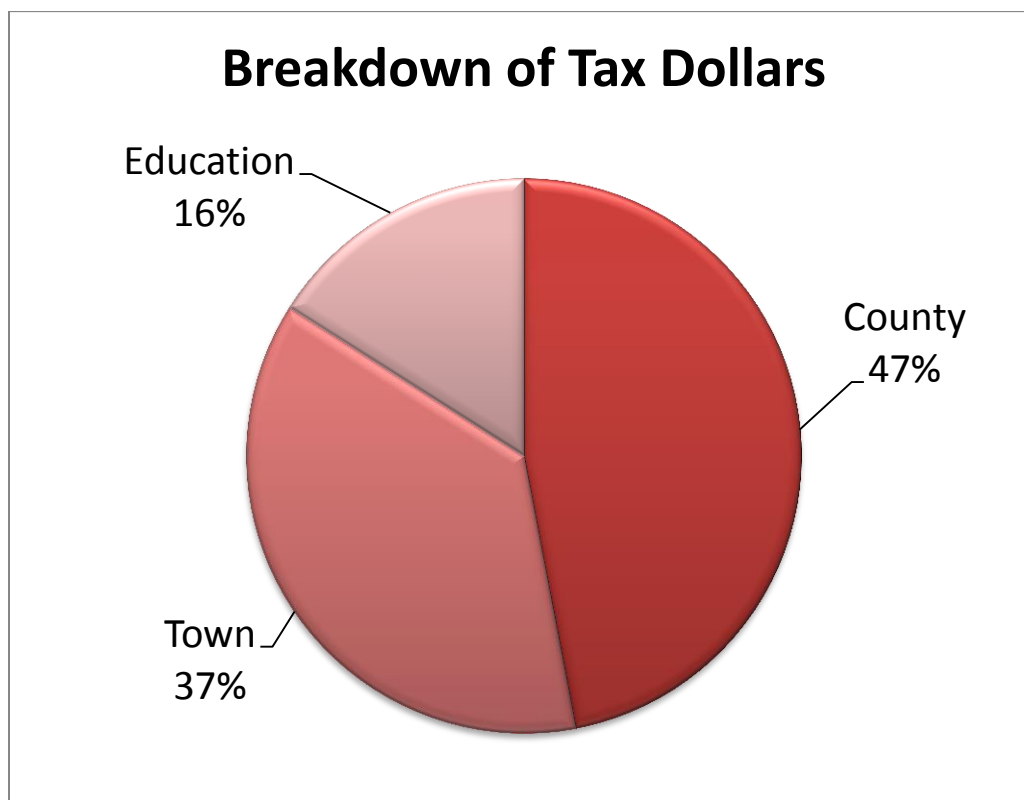
There is also a column showing 2014 actual budget on most spreadsheets to give some perspective to the proposed budget. The “Past and Projected” section of the cover sheet gives a rough five year trend. The business plans identify major differences between the 2015 budget and actual spending, future Department issue beyond 2016, and Service Measures with certain key indicators. At the end is the CAO/Clerk and Department Head recommendation for Council to consider.

The budget as recommended would require approximately \$130,000 additional funding from taxation or a budget increase of about 3%. As Council goes through each budget area they will be able to identify where new spending is proposed and evaluate whether there is support for that level of expense.

There are several places where new funds are proposed to be contributed to reserves, otherwise, additional funds are requested mainly to support wages, benefits and maintenance. Reductions in gasoline or diesel are minimal as diesel prices which power most of our vehicles have not reduced as much as regular gasoline. Utility budgets do increase in some areas although in others a “wait and see” approach is taken so staff can evaluate the effectiveness of recent energy efficiency work.

Operating Budget Facts:

The following chart breaks down the Town, County and Education share of your overall tax bill.



The Town is responsible for 37% of the overall residential tax bill, the County 47% and Education 15%. Town services provided are listed in each of the budget tabs. The 3.8% budget increase when blended with the County and Education amounts to something in the range of inflation or 2.2 to 2.5% but this is yet to be confirmed

The summary table below lists service areas along with draft 2016 budget versus 2015 budget:

		2015 Budget	2016 Draft Budget	\$Difference	
Mayor and Council		137,810	127,700	-10,110	
CAO/Clerk		294,000	278,900	-15,100	
General Administration & Reserve Transfers		497,300	525,200 501,700	27,900 4 400	
People and Property		143,582	150,800	7,218	
Health Services		28,750	28,750	0	
Fire Services Overall	(Overall up \$24,727)	853,365	889,236 888,236	35,871 35,871	46,824
	Fire Administration	517,650	568,400 567,400	50,750 50,750	49,750
	Palmerston Fire Hall	82,826	70,261	1,284	
	Harriston Fire Hall	157,000	147,825	-12,565	
	Clifford Fire Hall	95,889	102,750	6,861	
Clifford Arena and Hall		159,040	161,982	2,942	
Harriston Arena and Hall		146,497	164,154 162,154	17,657 17,657	15,657
Palmerston Arena and Hall		176,496	181,944 179,944	5,448 5,448	3,448
Satellite Facilities		48,462	56,822	8,360	
Clifford Parks		18,794	21,257	2,463	
Clifford Ball and Soccer		18,710	19,247	537	
Harriston Parks		23,660	28,056	4,396	
Harriston Ball Field		15,003	17,196	2,193	
Palmerston Parks		49,489	62,185	12,696	
				2,819	
Palmerston Ball/Soccer		31,706	34 525		
Recreation Administration		218,500	228,500 226,500	10,000 10,000	8,000
Harriston Pool		34,000	44,750	10,750	
Palmerston Pool		26,000	38,000	12,000	
Adventure Camp		1,000	1,000	0	
Special Programs		5,500	6,000	500	
Joint Health and Safety		4,000	4,000	0	
Norgan Theatre		-16,000	-16,000	0	
Building and Bylaws		123,825	163,475 161,475	39,650 39,650	37,650
Economic Development		411,940	445,209 403,790	33,269 33,269	-8,231
Tourism		89,250	113,800	24,550	
Public Works	Roads Administration	739,907	765,381 815,381	25,474 25,474	75,474
	Municipal Drains	33,000	33,000	0	
	Vehicle Cost & Time	-340,000	-345,000	-5,000	
	Road Maintenance	1,016,250	1,040,970 1,036,970	24,720 24,720	20,720
	Winter Control	450,400	456,400	6,000	
	Trailer Park	-8,000	-6,680	1,320	
	Cemeteries	19,800	19,800	0	
	Street Lights	0	0	0	
	Community Plantings	63,200	75,220	12,020	
Sewage Treatment & Dist		0	0	0	
Water Treatment & Dist		0	0	0	
Subtotal		5,515,236	5,788,279 5,807,279	273,043 273,043	292,043
Grant (OMPF)		(1,532,500)	(1,680,700)	(148,200)	
Tax Stabilization Reserves		-2,856	-32,478	-29,622	
		-	-	-	
Total Operating		3,979,880	4,075,101 4,094,101	95,221 95,221	114,221
Tax Supported Capital		383,346	500,000 400,000	116,654 116,654	16,654
Total Raised Through Tax		4,363,226	4,579,101 4,494,101	211,875 211,875	130,875

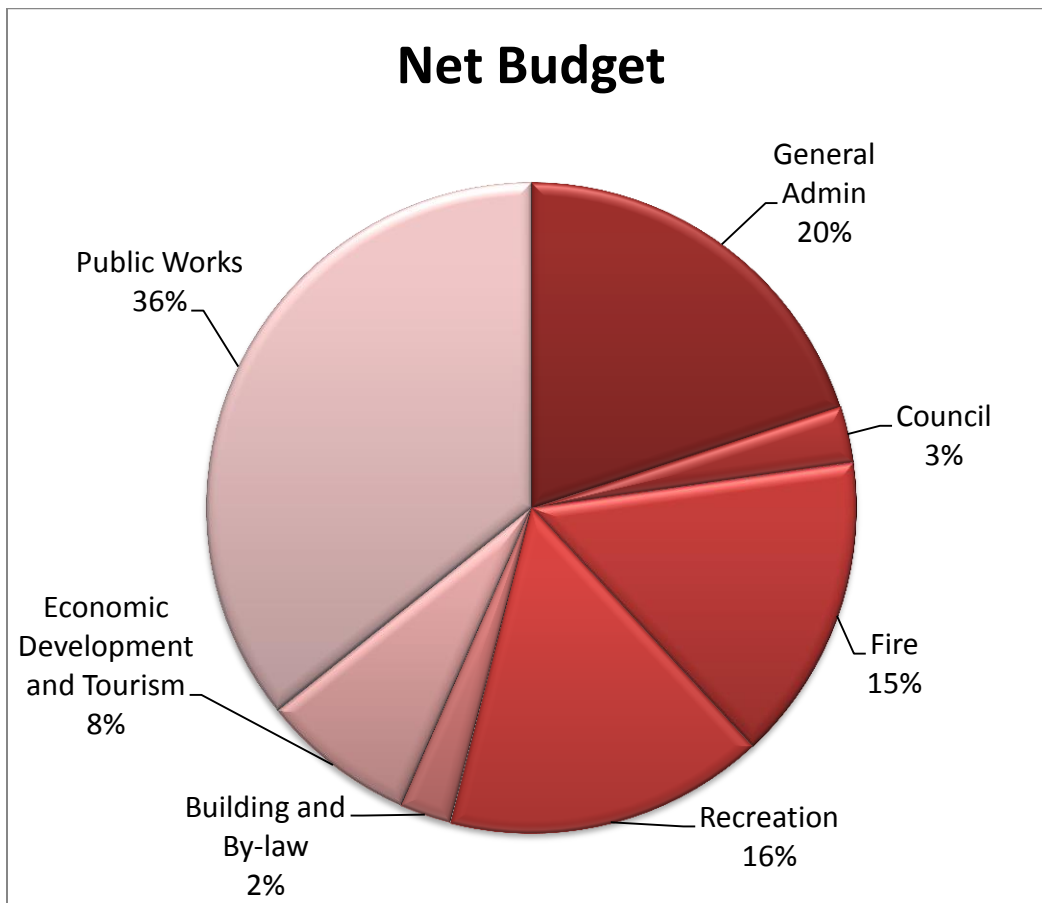
The following are general trends in the draft 2016 budget:

1. The Town's budget increase will be about **4.95%** which when combined with County and Education levies will typically project to less for the average residential ratepayer. **This is increased from 3% in October to place and additional \$100,000 in tax supported capital.**
2. The Federal Gas Tax will be fully committed (+\$240,000) to annual loan payments for \$1.84 million debenture over a 10 year period.
3. To finance a \$660,000 debenture for 2015 water and waste water projects over 20 years adds \$55,000 annually to water and sewer operating budgets.
4. Provincial re-assessment phase in continues. The Treasurer will provide details on the impact on the average residence, agricultural lands and the impact within tax classes as we move forward.
5. There is \$148,200 more OMPF funding in 2016 which injects 3.7% more tax supported dollars in the annual operating budget.
6. Council budget has a \$10,000 savings due to lower per diem payments resulting from the new salary structure.
7. The General Administration budget includes \$8,000 more in tax stabilization reserves (total \$75,000).
8. The C.A.O. Clerk by-law decreases primarily due to restructured wages.
9. Saugeen Valley Conservation Authority and Maitland Valley are projected at minor increases. Overall People and Property budget is slightly up over 2015 due to minor increases in source water and flood control.
10. Health Services budget is unchanged from 2015. A separate budget for Municipal Services Corporation at the Harriston Lion's Medical Centre is pending.
11. Over all Fire Budget increase \$46,824 or 5.2%, but \$16,000 is an internal transfer from C.A.O. Clerks to accommodate three year contract in that budget for Marketing and Administration.
12. Public Works Administration is up to address \$38,000 in principal and interest payments related to 2015 capital and another \$30,000 contribution to reserves for vehicle maintenance system.
13. Road maintenance increase of just over \$20,000 is net of a removal of a one-time \$30,000 payment for a municipal drain. The added \$50,000 goes towards increased maintenance in all areas including sidewalks.
14. Winter control budget is up 1.3% from 2015.
15. Street light budget remains \$0 base with the net impact of the agreement with LAS and Real Term Energy for LED street lights reflected. The Town's share of the projected hydro savings is directed to reducing maintenance costs (from \$22,000/year to \$14,500) and increasing capital replacement to \$30,000 per year. With reasonable increases in charges for streetlights over a 10 year agreement, the Town should have close to \$500,000 in reserve to begin to replace lights as needed after their guarantee expires.
16. Cemeteries budget unchanged for 2016. Trailer Park revenue is projected to decrease as the number of Harriston occupants dropped to three in 2015 and will be no more than two in 2016. Staff will report on rate increase for Palmerston residence at January session. A park plan is needed to properly plan for assuming the lands into the park system.
17. The \$48,000 increase in Building and By-law Department annualizes Source Water Protection wages for the Risk Management Inspector. \$20,000 expenses are reduced now that the development charges study is finished
18. Overall facilities increase in the range of \$28,000 primarily due to wage and benefit allocations and increased reserve payments. The largest increase is in Harriston Arena with certain loss in revenue related to the skating club. There is a 16% increase in Satellite Facilities due to the increase in locations now including the Harriston Lawn Bowling
19. Recreation administration is up just over \$8,000 to accommodate re-organization to a combined

staff member with Norgan Theatre., but most programs are essentially unchanged from 2014. The overall \$22,000 relates mainly to water meter billing and revenue adjustments for HST.

20. The Norgan Theatre will contribute an additional \$16,000 from operations which will all but retire the remaining \$18,000 in payments back to building renovation. The Committee will be working on its future structure moving forward in 2017.
21. Economic development decreases slightly as certified site expenses are removed. The Tourism budget is up \$23,000 for expenses for IPM 2016 including additional dollars for entrance signage.
22. There are still some increases for hydro in a number of budgets where energy savings initiatives have been undertaken such as Facilities and Public Works. Some of the increase is “catch-up” to previous rate increases, while in other cases staff will re-assess usage in 2016 to confirm anticipated savings are actualized.
23. Water and sewer budgets reflect a dramatic decrease in revenue. Staff has reduced engineering and other costs across the board to partially offset the revenue decrease. Watson and Associates is looking at the new rate structure given usage has dropped more than anticipated. It is expected the base rate will need to increase as soon as possible in the New Year in order to cover the long term operating and capital replacement needs.
24. Most Department budgets have wage and benefit increases as 2016 in the final year to implement adjustments from the 2012-13 compensation and pay equity study. Town policy requires wage re-assessment in 2017. **The proposed operating budget includes 1% wage increase in 2016.**

The following chart illustrates the distribution of municipal tax dollars.



CAPITAL BUDGET

Previous Years

The January meeting focuses on capital budget. Due to the extent of work in 2015, the amounts to “carry-over” to 2016, and the merit based grants the Town may receive this was one of the more challenging capital budgets in recent years. The following shows budgeted capital work 2011 through 2015.

TOWN OF MINTO 5 YEAR CAPITAL PLAN

Project Costs Dept/Year	2011	2012	2013	2014	2015
Water & Sewer	\$ 529,565	\$ 1,033,969	\$ 1,097,343	\$ 1,755,208	\$ 2,216,900
Roads & Drainage	\$ 1,046,658	\$ 1,130,218	\$ 1,218,669	\$ 1,797,770	\$ 2,865,900
Vehicles	\$ 34,300	\$ 171,101	\$ 344,606	\$ 130,844	\$ 630,000
Other Departments	\$ 950,265	\$ 1,107,930	\$ 1,685,697	\$ 1,013,319	\$ 1,206,000
Total	\$2,560,788	\$3,443,218	\$4,346,315	\$4,697,141	\$6,918,800

Actual 4.8 million

Funding Model Dept/Year	2011	2012	2013	2014	2015
Revenue	\$ 925,116	\$ 1,234,943	\$ 377,467	\$ 1,711,322	\$ 1,494,100
Grant	\$ 942,135	\$ 10,520	\$ 502,984	\$ 582,234	\$ 1,521,500
Devt Chrg & Reserves	\$ 393,549	\$ 1,690,386	\$ 2,284,147	\$ 1,214,500	\$ 882,200
Borrowing	\$ -	\$ -	\$ 830,000	\$ 440,000	\$ 2,500,000
Tax	\$ 299,988	\$ 507,369	\$ 351,717	\$ 749,085	\$ 391,000
Sustained OCIF	\$ -	\$ -	\$ -	\$ -	\$ 130,000
	\$2,560,788	\$3,443,218	\$4,346,315	\$4,697,141	\$6,918,800

Actual 4.8 million

Completed and budgeted 2011 to 2015 was \$21 million in capital work, or just over \$4 million per year. With a more thorough picture of 2015 actual expenses, completed work is \$4.8 million with about \$2.1 million in project work carried over to 2016. This includes Harriston Elora Street from Arthur to William, Palmerston completion of James Street, and Clifford Ann Street all of which will be finished this spring.

Between 2011 and 2015 about \$19.85 million in capital was completed or about \$3.97 million annually.





Proposed Capital Plan

For the years 2016 through 2020 the preliminary plan below contemplated an additional \$21 million in capital work. This will be adjusted by the 2016 capital budget due to 2015 carry overs.

TOWN OF MINTO 5 YEAR CAPITAL PLAN Proposed in 2016

Project Costs Dept/Year	2016	2017	2018	2019	2020
	\$2.65 million				
Water & Sewer	\$ 1,066,000	\$ 872,000	\$ 911,298	\$2,860,434	\$ 603,000
	\$3.165 million				
Roads & Drainage	\$ 2,407,000	\$ 2,879,438	\$ 3,264,313	\$1,361,346	\$ 1,621,106
	\$0.135 million				
Vehicles	\$ 375,000	\$ -	\$ 260,000	\$ 400,000	\$ 360,000
	\$1.49 million				
Other Departments	\$ 525,000	\$ 335,000	\$ 490,000	\$ 715,000	\$ 645,000
	\$7.42 million				
Total	\$ 4,373,000	\$ 4,086,438	\$ 4,925,611	\$ 5,336,780	\$ 3,229,106

Funding Model Dept/Year	2016	2017	2018	2019	2020
	\$0.64 million				
Revenue	\$ 500,000	\$ 500,000	\$ 500,000	\$ 1,700,000	\$ 500,000
	\$1.56 million				
Grant	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
	\$1.047 million				
Devt Chrg & Reserves	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 25,987	\$ 1,000,000
	\$1.42 million				
Borrowing	\$ 1,343,000	\$ 1,056,438	\$ 1,895,611	\$ 2,080,793	\$ 199,106
	\$0.5 million				
Tax	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
	\$2.253 million				
2015 Carry Over Sustained OCIF	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000
	\$7.42 million				
	\$ 4,373,000	\$ 4,086,438	\$ 4,925,611	\$ 5,336,780	\$ 3,229,106

For 2015 and 2016 \$11.28 million was anticipated capital over two years. The \$4.5 million actual in 2015 and the \$7.6 million budget in 2016 totals \$11.9 million completed and proposed over the same two years. Overall between 2016 and 2020 the Town would now project to spend \$22.5 million in capital. This represents a more reasonable amount of \$4.5 million on average for all Departments including water, sewer, roads, vehicles, fire, recreation and administration. The Tangible Capital Asset Management Plan needs to be amended to include functions other than water, sewer and roads.

Three amounts can be used to guide capital spending:

Low End depreciation of \$68 million “book value of capital assets”	\$2.8 million
Actual 2011 to 2015 expenditures	\$4.0 million
High End Tangible Capital Asset Management Plan	\$6.0 million

At the November operating budget discussion staff identified nearly \$5 million in capital work just to meet grant application submissions for 2016 as follows:

2016 tax	\$ 400,000
Connecting Link	\$ 400,000 (90% funding)
OCIF Merit	\$1,600,000 (Jane & Inkerman)
OCIF Formula	\$ 90,000
SCF	\$2,500,000 (Brunswick St.)
Total	\$4,990,000

In November staff stated that to “**stay the infrastructure course**” modest “new” borrowing may be required in 2016. It was also noted that if all merit based funding is received the Town will have to borrow to fund its share of these projects. The carry-over from 2015 to 2016 is set at \$2.25 million which is added to the 2016 capital budget as proposed below:

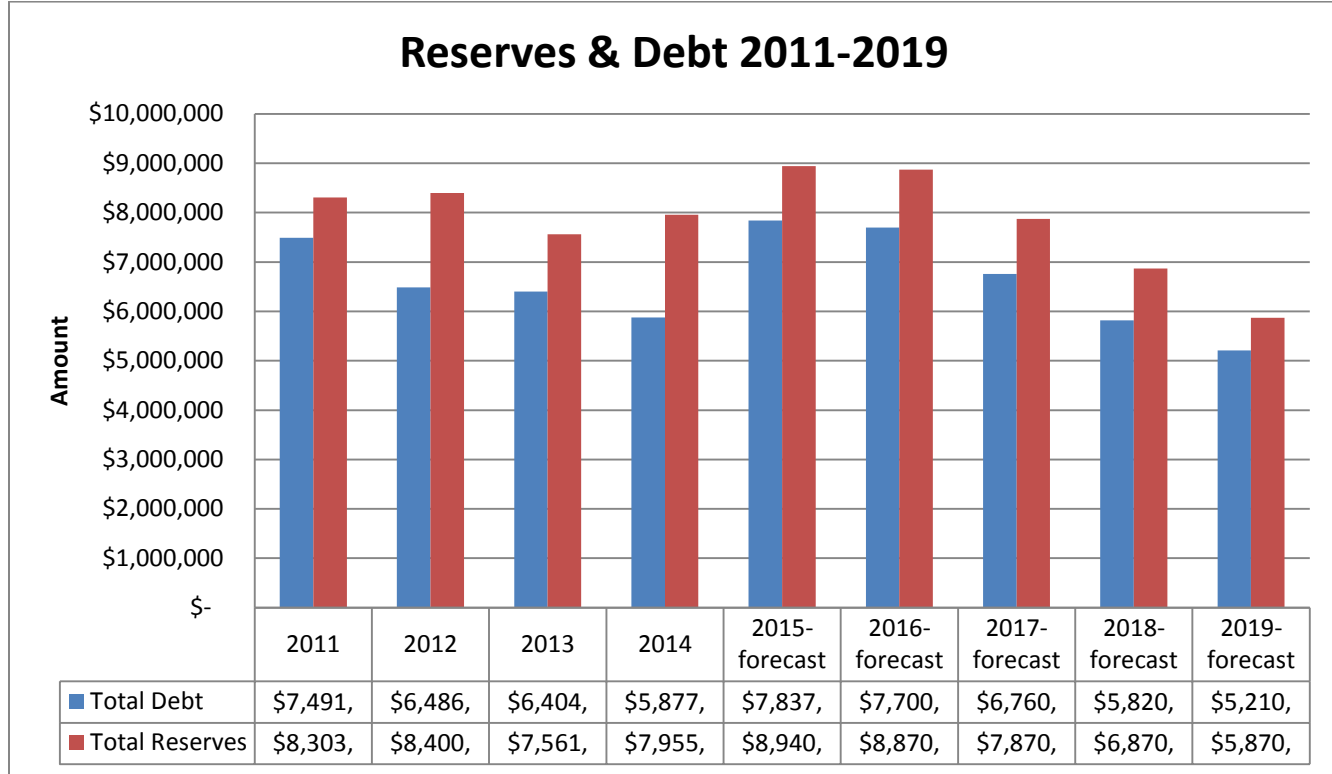
<u>Proposed Expenditures</u>		<u>Proposed Funding</u>	
Public Works	\$5.95 million	Borrowing	\$1.42 million
Water \$1.49 million		2015 Approved (old) \$0.66 million	
Sewer \$1.16 million		2016 Proposed (new) \$0.76 million	
Roads \$3.3 million		2016 Tax	\$0.5 million
Fire	\$0.66 million	Reserves	\$1.047 million
Admin	\$0.127 million	Grants	\$1.56 million
Cemeteries	\$0.055 million	2015 Carry Over	\$2.253 million
Facilities	\$0.38 million	Water & Sewer Charges	\$0.62 million
Economic Development	\$0.178 million	Other	\$0.02 million
Other	\$0.070 million		
TOTAL	\$7.42 million	TOTAL	\$7.42 million

Funding Approach

At the November budget session Council included in the 2016 operating budget funding for the \$2.5 million of borrowing in 2015. “Old” borrowing of \$660,000 is money borrowed in 2015 used in 2016 to complete carried over projects (James Street). The proposed capital budget includes “new” borrowing of \$760,000 to fund the Town’s share of OCIF and SCF merit based funding. Minto is the only municipality in Wellington to proceed to the second step in these programs so it is important to use this funding when it is offered. The size of these merit based requests will also require modest borrowing in 2017 to complete the Brunswick Street pumping station project in Palmerston.

In addition staff is recommending tax supported budget increase \$100,000 to \$500,000 which places the overall Town budget increase to just under 5% (up from 3% proposed at the November budget session).

The funding proposal above maintains a reserve to debt ratio as per the chart below with total debt falling in 2016 even with \$760,000 in “new” borrowing.



Project Summary

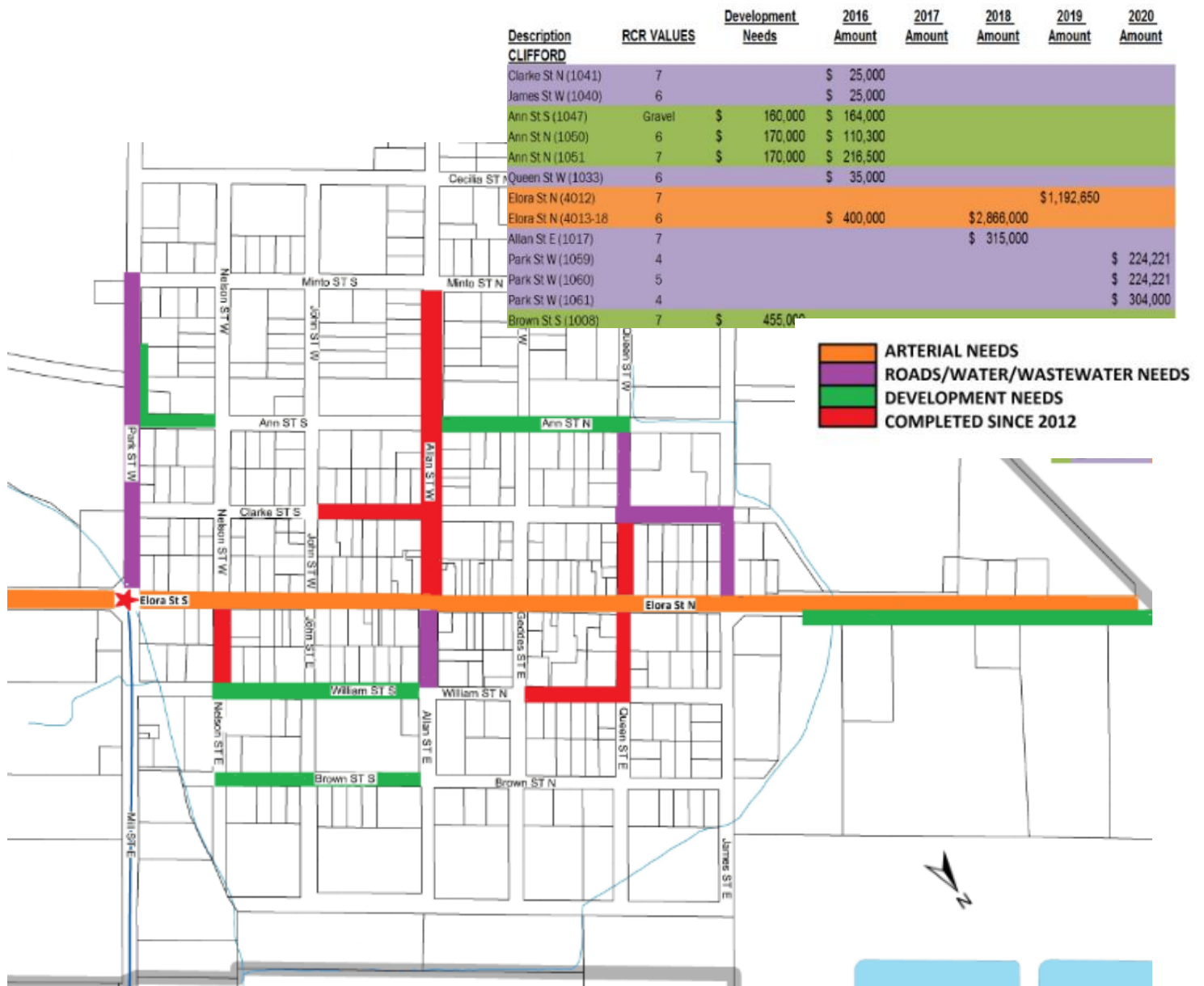
The following lists capital project by location.

1. Miscellaneous

a) Public Works Office Trailer Access and Accessibility	\$ 30,000
b) Street Lights (Clifford, Palmerston, Harriston, Minto Pines, Minto Highlands)	\$ 10,000
c) Water and Sewer Vehicle	\$135,000
d) Van Replacement Administration	\$ 30,000
e) Hardware, Software, Records Management, Equipment	\$ 47,000
f) Town Office Footings, Grading and Landscaping	\$ 50,000
g) Fire County Compatible Radios	\$ 65,000
h) Fire Equipment	\$ 20,000
i) Fire 2004 Aerial and 2016 Pumper	\$555,000
j) Emergency measures (flood plain mapping, generator Roberston St,)	\$ 60,000
k) General Engineering (shovel ready projects roads, water, sewer)	\$ 30,000
l) Roads Plow Truck (2015 delivery)	\$330,000
m) Sidewalks (Clifford, Palmerston, Harriston)	\$ 50,000
n) Catchbasin Replacement (Clifford, Palmerston, Harriston)	\$ 50,000
o) Christmas Decorations and Tree Carvings	\$ 7,000
p) Water Meters and other equipment	\$ 30,000
q) SCADA and Equipment	\$100,000
r) Minto Trail Development	\$ 40,000
s) Community Gardens and Building Department	\$ 10,000
t) Economic Development (Entrance and Industrial Signage)	<u>\$177,500</u>
	\$1,826,500

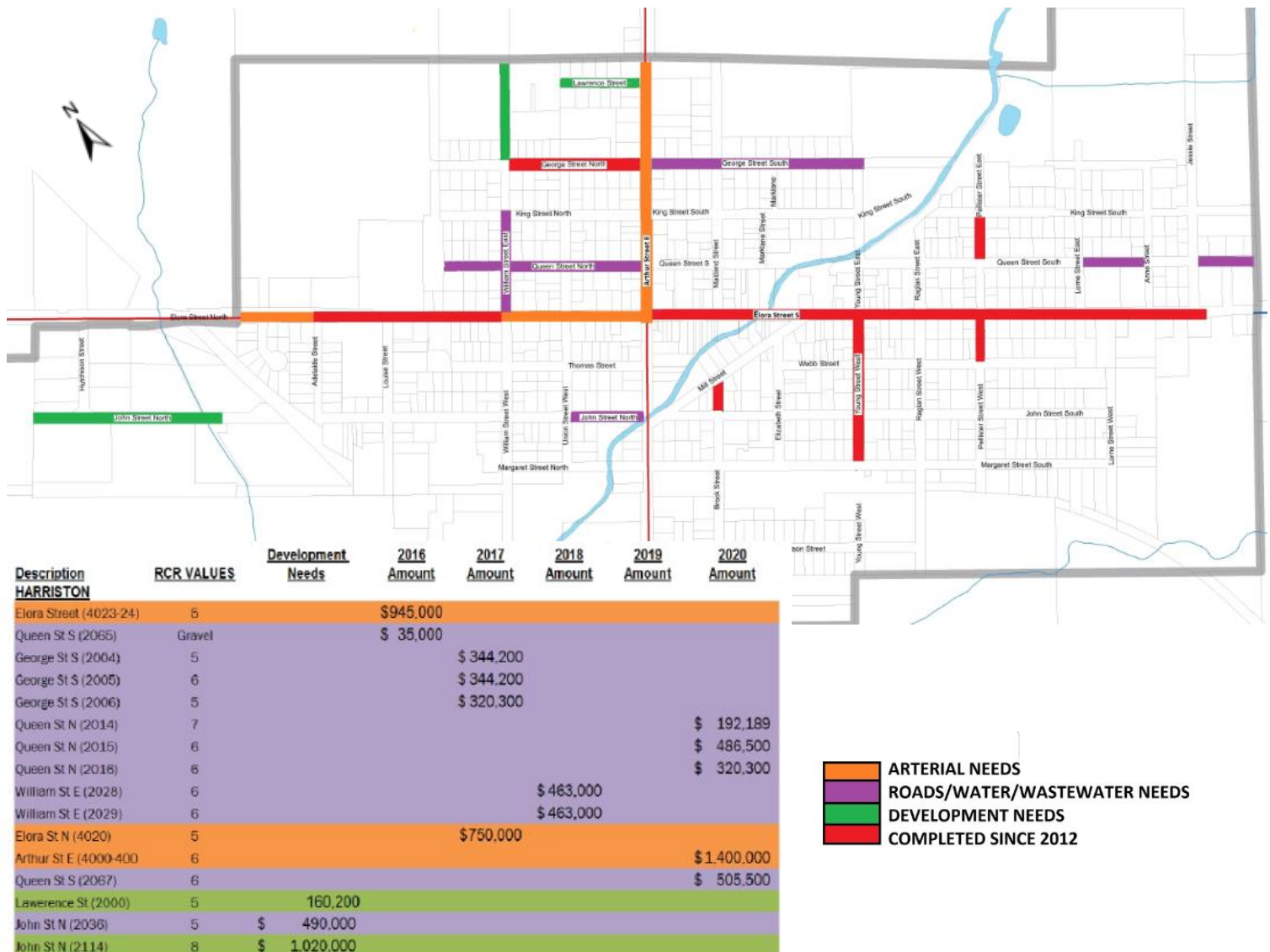
2. Clifford

a) Clarke, James and Queen Final Asphalt	\$ 85,000
b) Design Elora Street Entire Length	\$400,000 (CL 2016)
c) Ann Street, Queen to Allen St	\$490,800
d) Sanitary Sewer Lining, replacements	\$125,000
e) Service Expansions	\$ 25,000
f) Miltronics and PLC	\$ 7,500
g) Water Tower Repair	\$ 10,000
h) Arena and Hall	\$ 22,500
i) Playing Fields John Hobleman/Rotary Park	\$ 5,000
	\$1,170,800



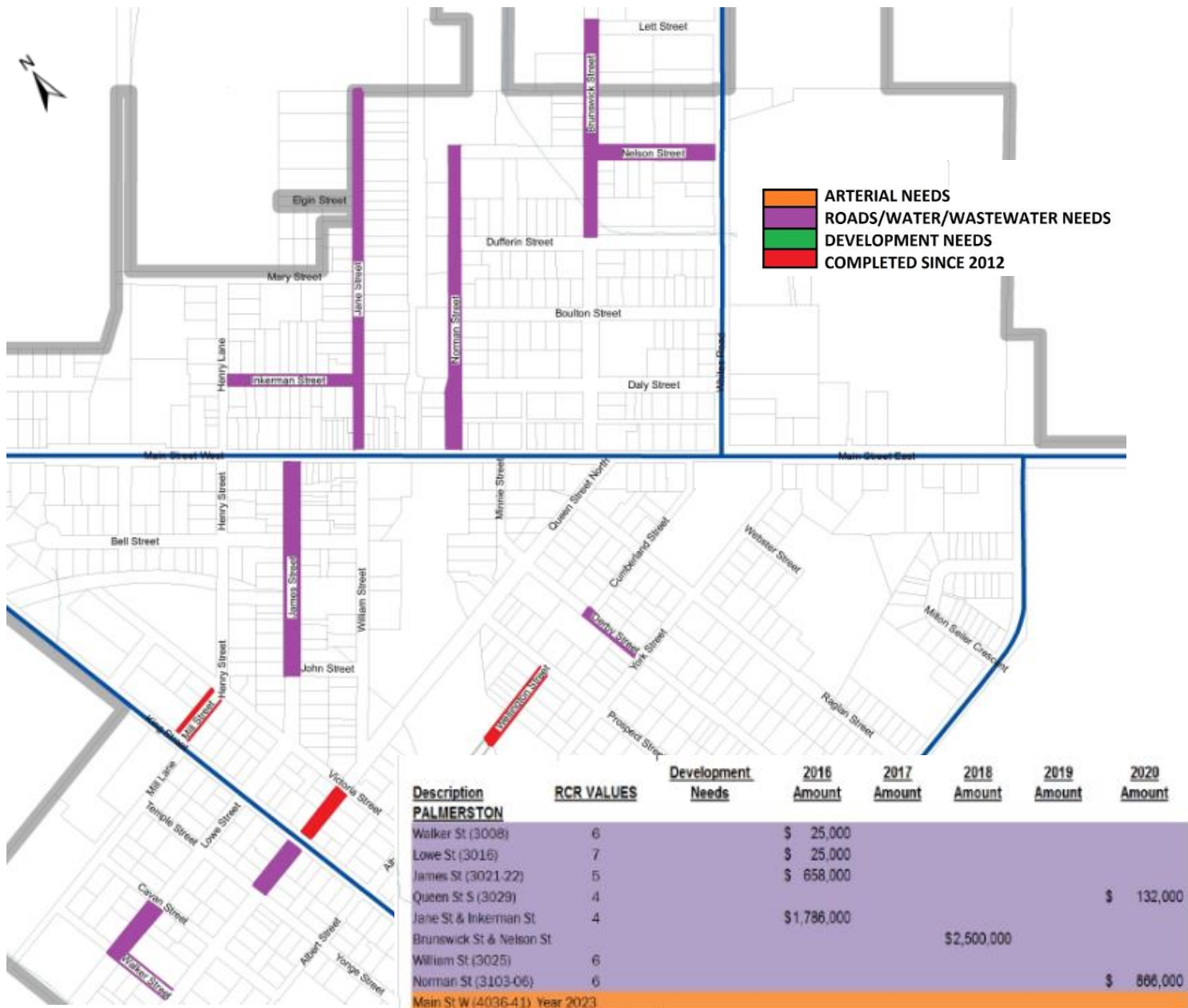
3. Harriston

a) Elora St Arthur to William (water, sewer, roadway, curb, sidewalk)	\$791,600(SCF 2015)
b) Cremation Garden	\$ 20,000
c) Columbarium (design and base installation)	\$ 35,000
d) Inflow and Infiltration Repairs	\$150,000
e) Lagoon Blower	\$ 16,000
f) Lagoon Aerator Repairs	\$ 24,000
g) Well #2 Upgrades	\$115,000
h) Waterworks	\$ 25,000
i) Arena Repairs and Dressing Room	\$ 45,000
j) Playing Fields	\$ 3,500
k) Pool	\$ 15,000
l) Train Station/Senior's Centre Lighting	\$ 5,000
m) Parkland	\$ 10,000
	<u>\$1,255,100</u>



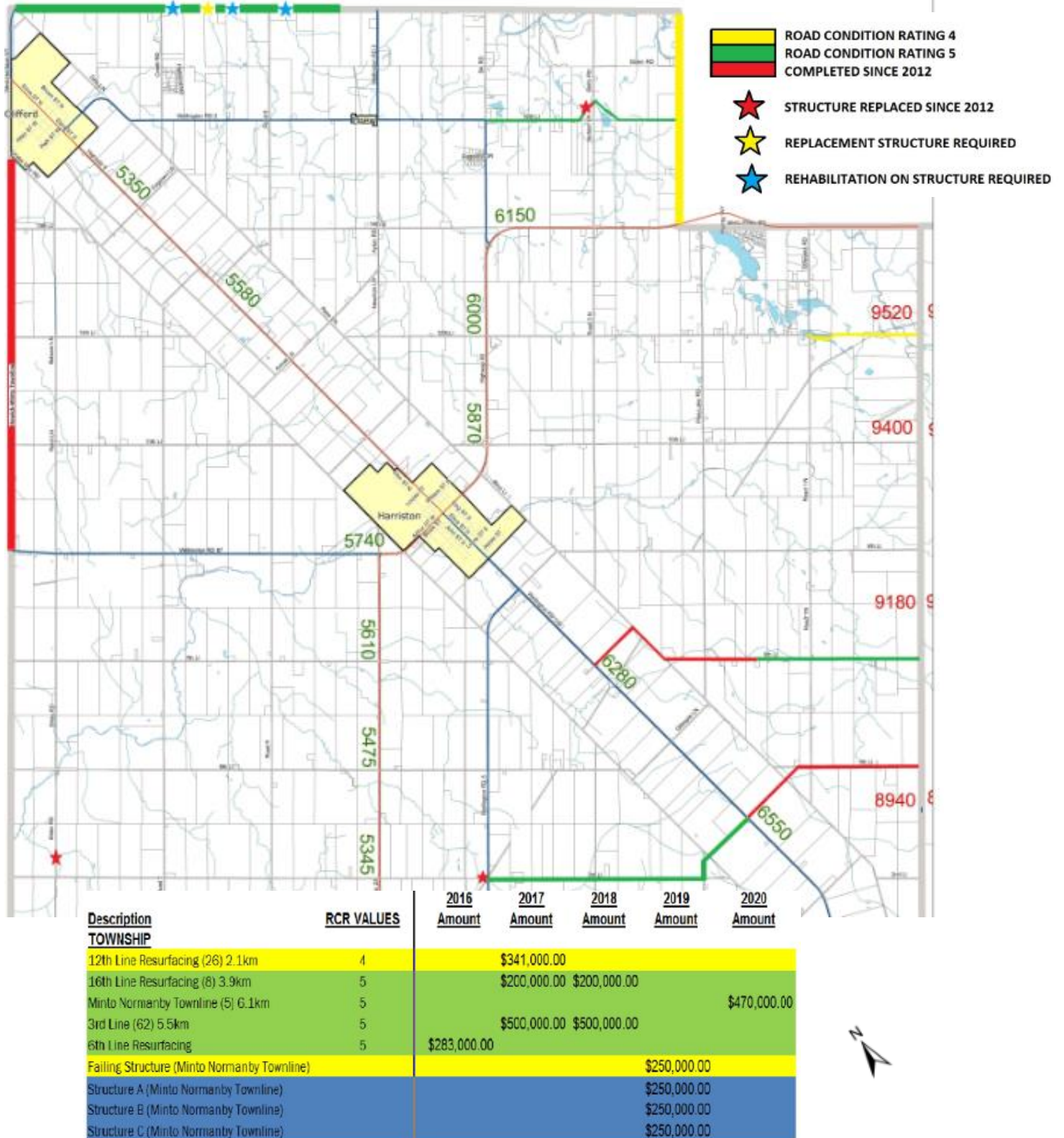
4. Palmerston

a) James Street, John to Bell St (plus 2 blocks pave, sidewalks, curbs)	\$520,000 (OCIF 2015)
b) Jane Street	\$1,033,000 (OCIF 2016)
c) Inkerman Street	\$750,000 (OCIF 2016)
d) Walker and Lowe Street Final Asphalt	\$ 50,000
e) Inflow and Infiltration Repairs	\$ 20,000
f) Well #3 and #4 flow control	\$ 7,000
g) Valve Replacements	\$ 5,000
h) Arena, Dressing Rooms. Restrooms, Lobby	\$154,000
i) Lion's Park fountain etc	\$ 25,000
j) Pool	\$ 3,000
k) Fairgrounds and Playing Fields	\$ 48,500
l) Train Station Museum	\$ 3,000
	\$2,618,500



4. Rural

a) Resurface remaining 6 th Line	\$283,000
b) Baseline Road Resurface (Minto share with West Grey)	\$150,000
c) Guiderail Structure E, Seip Lane	\$ 60,000
	<u>\$493,000</u>



Final Summary

The Town has taken the call to maintain infrastructure seriously. It has applied for and received almost all merit based funding available for several years even if borrowing was needed to fund the municipal share. Having peaked in 2015, total debt in Minto is projected to continue to drop through 2019. Care has been taken to ensure reserve contributions annually exceed borrowing amounts.

Normally the Town has capacity to complete about \$5 million in maximum capital work based on current staffing levels, contractor readiness and funding availability. In 2016 work on Ann Street is occurring in the winter, while James Street and Elora Street can start in early spring. This should allow the \$7.42 million capital budget to be realized in 2016.

Most all of the 4.95% budget increase supports new reserve contributions from tax and increased tax supported capital budget. The Town attacked its capital needs taken the “tax room” made available through increased OMPF payments, lower education rates and moderate County increases. Staff believes the budget as proposed allows the Town to **“stay the infrastructure course”** without undue tax or user fee increases. More may be determined at the March 15 at 5:00pm.

Council and public input on this budget proposal is appreciated.

Bill White, C.A.O. Clerk

Gordon Duff Treasurer

**Town of Minto
Capital Projects - 2016**

Schedule A

Project	Unexpended Capital Financing/ (Unfinanced Capital Outlay) Dec 31/15	Expenditures	Transfers to Reserves	Transfers to Reserve Funds	Grants	Long-Term Debt Proceeds	Donations & Interest	Proceeds from Land/Cap Assets Sales	Transfers from Reserves	Transfers from Reserve Funds	Transfers from Revenue	Unexpended Capital Financing/(Unfinanced Capital Outlay) Dec 31/15
Computer Hardware/Software	22,759.10	33,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,000.00	2,240.90	0.00
Office Equipment	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00
Vehicle	0.00	30,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	20,000.00	0.00
Records Management	0.00	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00	0.00
Office Renovations	85,436.57	50,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-35,436.57	0.00
Fire Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire Radio Replacements	0.00	65,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	65,000.00	0.00
Fire Equipment	0.00	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	0.00
Fire Rescue Equipment	4,155.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,155.82
Fire Personal Safety Equipment	0.00	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	0.00
Fire Vehicles	0.00	555,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	375,000.00	0.00	-180,000.00
Protection to People & Property	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Emergency Measures	48,407.99	60,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,592.01	0.00
Roads - vehicle	373,717.42	330,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	43,717.42
Roads - engineering	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00
Road construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Shops - Renovations & Equipment	0.00	34,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	34,500.00	0.00
Sidewalks-Cliff,Hstn,Palm	0.00	50,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00	0.00
Catchbasins	0.00	50,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00	0.00
Christmas Decorations	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0.00
Tree Carvings	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00
Harriston Trees	1,527.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,527.24
Harriston-Ambulance Bay paving	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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Project	Unexpended Capital Financing/ (Unfinanced Capital Outlay) Dec 31/15	Expenditures	Transfers to Reserves	Transfers to Reserve Funds	Grants	Long-Term Debt Proceeds	Donations & Interest	Proceeds from Land/Cap Assets Sales	Transfers from Reserves	Transfers from Reserve Funds	Transfers from Revenue	Unexpended Capital Financing/(Unfinanced Capital Outlay) Dec 31/15
Harriston-Roads - Harry Stones' parking lot	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Harriston-Queen St S - 2065	10,000.00	35,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,000.00	0.00
Harriston-George St S	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Harriston- Elora St-CL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Harriston-Stormwater - Elora St-N of lights	232,364.08	372,600.00	0.00	0.00	26,207.00	0.00	0.00	0.00	0.00	35,000.00	79,028.92	0.00
Harriston-Downtown-Elora St - Jessie to William	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Gillespie Lane-2016 Plowing Match	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Baseline Rd-Minto share	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6th Line Resurfacing	0.00	283,000.00	0.00	0.00	90,000.00	190,000.00	0.00	0.00	0.00	0.00	3,000.00	0.00
12th Line SR 1-Cty Rd 6	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Structure E - Seip Lane Guiderails	0.00	60,000.00	0.00	0.00	0.00	60,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Structure A-Minto Normanby Townline	9,942.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-9,942.97	0.00
Structure ?-Coon Creek Bridge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bride Road Bridge	118,670.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-118,670.75	0.00
Bridge Inspections	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Palm-Inkerman St	0.00	445,000.00	0.00	0.00	289,250.00	150,000.00	0.00	0.00	0.00	0.00	5,750.00	0.00
Palm-James St - Main-John	380,183.00	430,000.00	0.00	0.00	15,000.00		0.00	0.00	0.00	0.00	34,817.00	0.00
Palm-Lowe St - 3016	47,489.84	25,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22,489.84
Palm-Walker St - 3008	47,489.84	25,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22,489.84
Palm-Queen St S - 3029	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Palm-Jane St	0.00	650,000.00	0.00	0.00	279,500.00	360,000.00	0.00	0.00	0.00	0.00	10,500.00	0.00
Palm - Jay's Parking Lot	2,909.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-2,909.98	0.00
Palm-Brunswick St	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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Palm-Nelson St	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Clifford-Allan St - Cty Road	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Clifford-Clarke St N - 1041	0.00	25,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,000.00	0.00
Clifford-James St W - 1040	0.00	25,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,000.00	0.00
Clifford-Queen St E - 1031	0.00	35,000.00	0.00	0.00	35,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Clifford-Queen St W- 1032	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Clifford-Elora St-Dwntn Roads	0.00	400,000.00	0.00	0.00	360,000.00	0.00	0.00	0.00	0.00	0.00	40,000.00	0.00
Clifford-Elora St - Pole Receptacles	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Street Lighting - Clifford	3,606.95	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,606.95
Street Lighting - Minto Pines	2,000.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
Street Lighting - Minto Highlands	1,600.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	600.00
Street Lighting - Harriston	2,197.74	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	197.74
Street Lighting - Palmerston	36,547.68	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	32,547.68
Clifford-Trees	19,140.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,140.80
Cemetery - Monument Cleaning & Repairs	8,302.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,302.36
Cemetery - Harriston Expansion	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cemetery - Harriston Cremation Garden	0.00	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	0.00
Cemetery - Collumbarium	3,463.46	35,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	31,536.54	0.00
Cemetery-Palm Chapel	6,080.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,080.01
Clifford-Cenotaph	138.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	138.35
Palm-Cenotaph	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00
Sewers - Vehicles and other	197,825.08	45,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-152,825.08	0.00
Sewers - Equipment	0.00	6,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,000.00	0.00

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Sewers - SCADA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sewers - Engineering	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00
Harriston Sewers - I & I	1,591.97	150,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120,000.00	28,408.03	0.00
Harriston Sewers - Queen St behind Murphy's	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Harriston Sewers - George St-William to Arthur	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Harriston Sewers - Elora St Downtown	29,852.03	201,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	171,147.97	0.00
Harriston Sewer - Lagoon Blower	0.00	16,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,000.00	0.00
Harriston Sewer - Lagoon Aeration Repairs	0.00	24,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24,000.00	0.00
Harriston Sewers-BCF - Forcemain	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Clifford - Ann St-gravel section #1047-Park to Nelson	-7,116.53	75,000.00	0.00	0.00	0.00	75,000.00	0.00	0.00	0.00	0.00	7,116.53	0.00
Clifford - Ann St-#1050-Queen to Allan	-7,116.53	18,300.00	0.00	0.00	0.00	15,000.00	0.00	0.00	0.00	0.00	10,416.53	0.00
Clifford - Ann St-#1051-Queen to Allan	0.00	77,100.00	0.00	0.00	0.00	20,000.00	0.00	0.00	0.00	0.00	57,100.00	0.00
Clifford - Brown St Development-#1008	11,850.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-11,850.78	0.00
Clifford - Elora St C/L	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Clifford - Sewer Lining	0.00	100,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	0.00	0.00
Clifford - Sewer pipe replacements	0.00	25,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,000.00	0.00
Clifford - Service expansion	0.00	25,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,000.00	0.00
Clifford - Milltronics	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0.00
Clifford - PLC	0.00	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	0.00
Palmerston Sewers- I & I Study	0.00	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	0.00
Palmerston Sewers-Pipe Replacement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Palmerston - James St - Main to John	0.00	90,000.00	0.00	0.00	0.00	120,000.00	0.00	0.00	0.00	0.00	0.00	30,000.00
Palmerston - Jane St - Inkerman to dead end	0.00	105,000.00	0.00	0.00	68,250.00	0.00	0.00	0.00	0.00	0.00	36,750.00	0.00

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Palmerston - Inkerman St	0.00	165,000.00	0.00	0.00	107,250.00	0.00	0.00	0.00	0.00	0.00	57,750.00	0.00
Town of Minto-Water Meters	50,000.00	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00
Water Rate Study	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Town of Minto - SCADA & Equipment	97,917.71	100,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,082.29	0.00
Town of Minto - Water Vehicles	0.00	90,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	90,000.00	0.00
Water-Equipment	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00
Clifford Water - Brown St Development	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Clifford - Ann St-gravel section #1047-Park to Nelson	54,252.46	89,000.00	0.00	0.00	0.00	25,000.00	0.00	0.00	0.00	0.00	9,747.54	0.00
Clifford - Ann St-#1050-Queen to Allan	-5,747.55	92,000.00	0.00	0.00	0.00	90,000.00	0.00	0.00	0.00	0.00	7,747.55	0.00
Clifford - Ann St-#1051-Queen to Allan	0.00	139,400.00	0.00	0.00	0.00	120,000.00	0.00	0.00	0.00	0.00	19,400.00	0.00
Clifford Watertower	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00
Clifford Waterworks - Queen St - #1033; Reconstruction Loop #1051	0.00	0.00	0.00	0.00	0.00	30,000.00	0.00	0.00	0.00	0.00	-30,000.00	0.00
Clifford Waterworks - Clarke St-Queen to James	30,759.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-30,759.12	0.00
Harriston Well #2 Upgrades	84,714.54	115,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,285.46	0.00
Harriston Waterworks - Queen St behind Murphy's	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Harriston Waterworks - George St-oversizing-William to Arthur	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Harriston Waterworks - Other	0.00	25,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,000.00	0.00

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Harriston Waterworks -Elora St-Downtown Watermains	130,991.91	218,300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	87,308.09	0.00
Palmerston - James St-Main to John	-40,218.36	138,000.00	0.00	0.00	0.00	165,000.00	0.00	0.00	0.00	0.00	13,218.36	0.00
Palmerston - Jane St	0.00	281,000.00	0.00	0.00	182,650.00	0.00	0.00	0.00	0.00	90,000.00	8,350.00	0.00
Palmerston - Inkerman St	0.00	140,000.00	0.00	0.00	91,000.00	0.00	0.00	0.00	0.00	45,000.00	4,000.00	0.00
Palmerston - Valve replacements	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0.00
Palmerston - Well #3 & #4-flow control valves	0.00	7,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,000.00	0.00
Water - engineering	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00
Palmerston - Watertower	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hydrants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Palmerston Medical Centre	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Clifford Arena & Hall	0.00	22,500.00	0.00		2,000.00	0.00	0.00	0.00	0.00	20,500.00	0.00	0.00
Clifford Ball/Rotary Park/Soccer Pitch	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	3,000.00	0.00
Trails & Parks	16,417.27	40,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	23,582.73	0.00
Harriston Arena	0.00	45,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	45,000.00	0.00	0.00

Town of Minto
Capital Projects - 2016

Schedule A

Project	Unexpended Capital Financing/ (Unfinanced Capital Outlay) Dec 31/15	Expenditures	Transfers to Reserves	Transfers to Reserve Funds	Grants	Long-Term Debt Proceeds	Donations & Interest	Proceeds from Land/Cap Assets Sales	Transfers from Reserves	Transfers from Reserve Funds	Transfers from Revenue	Unexpended Capital Financing/(Unfinanced Capital Outlay) Dec 31/15
Harriston Ball Park	5,000.00	3,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00
Harriston Pool	0.00	15,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00	0.00
Harriston Train Station	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0.00
Harriston Parks	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00	6,000.00	0.00
Palmerston Arena	0.00	154,000.00	0.00	0.00	10,000.00	0.00	20,000.00	0.00	0.00	124,000.00	0.00	0.00
Palmerston Rec-Norgan	-30,340.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-30,340.87
Palmerston Rec-CN Station	0.00	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	0.00
Palmerston Rec-Pool	0.00	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	0.00
Palmerston Lions Park - other	3,813.44	25,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,000.00	0.00	3,813.44
Palmerston CRNA Building Renovations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Palmerston Fairgrounds/Ball	6,098.82	48,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	43,500.00	0.00	1,098.82
Playground Equipment	944.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	944.86
Other Recreation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Community Gardens	1,512.79	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,487.21	0.00
Food Bank Renovations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Building & Zoning	15,153.31	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,153.31
Economic Development	199,082.96	177,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21,582.96
TOTALS	2,316,871.16	7,420,700.00	0.00	0.00	1,556,107.00	1,420,000.00	20,000.00	0.00	0.00	1,047,000.00	1,114,968.41	54,246.57

Town of Minto
Capital Projects - 2016

Schedule A

Project	Unexpended Capital Financing/ (Unfinanced Capital Outlay) Dec 31/15	Expenditures	Transfers to Reserves	Transfers to Reserve Funds	Grants	Long-Term Debt Proceeds	Donations & Interest	Proceeds from Land/Cap Assets Sales	Transfers from Reserves	Transfers from Reserve Funds	Transfers from Revenue	Unexpended Capital Financing/(Unfinanced Capital Outlay) Dec 31/15
SUMMARY												
Water	402,669.83	1,489,700.00	0.00	0.00	273,650.00	430,000.00	0.00	0.00		135,000.00	278,380.17	30,000.00
Sewer	226,886.80	1,159,900.00	0.00	0.00	175,500.00	230,000.00	0.00	0.00		220,000.00	337,513.20	30,000.00
Other	1,687,314.53	4,771,100.00	0.00	0.00	1,106,957.00	760,000.00	20,000.00	0.00		692,000.00	499,075.04	-5,753.43
Totals	2,316,871.16	7,420,700.00	0.00	0.00	1,556,107.00	1,420,000.00	20,000.00	0.00	0.00	1,047,000.00	1,114,968.41	54,246.57
Admin	108,195.67	127,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,000.00	804.33	0.00
Fire	4,155.82	660,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	375,000.00	105,000.00	-175,844.18
Protection	48,407.99	60,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,592.01	0.00
Public Works	1,289,388.29	3,302,100.00	0.00	0.00	1,094,957.00	760,000.00	0.00	0.00	0.00	35,000.00	268,072.22	145,317.51
Cemeteries	19,484.18	55,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	51,536.54	16,020.72
Sewers	226,886.80	1,159,900.00	0.00	0.00	175,500.00	230,000.00	0.00	0.00	0.00	220,000.00	337,513.20	30,000.00
Water	402,669.83	1,489,700.00	0.00	0.00	273,650.00	430,000.00	0.00	0.00	0.00	135,000.00	278,380.17	30,000.00
Health & Social Services	1,512.79	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,487.21	0.00
Recreation	1,933.52	379,500.00	0.00	0.00	12,000.00	0.00	20,000.00	0.00	0.00	264,000.00	58,582.73	-22,983.75
B & Z	15,153.31	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,153.31
Econ Dev	199,082.96	177,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21,582.96
	2,316,871.16	7,420,700.00	0.00	0.00	1,556,107.00	1,420,000.00	20,000.00	0.00	0.00	1,047,000.00	1,114,968.41	54,246.57

Town of Minto 2016 Operating Budget Summary

Revenues: Administration

Ontario Municipal Partnership Fund	1,680,700.00
Council Admin Transfers	29,000.00
Other Grant Funding	5,000.00
Clifford & Harriston Local Improvements	-
Administrative letters, licenses, rents	173,163.06
Investment Earnings	193,000.00
Transfer from Reserves	85,000.00
Development Charges	-
	<u>2,165,863.06</u>

Expenses: Administration

Council Expenses	156,700.00
Operating Expenses	1,163,763.06
Transfer to Reserves	<u>68,000.00</u>
	<u>1,388,463.06</u>

777,400.00

Revenues: Fire Protection

MTO Reimbursements	2,700.00
Service Agreements	71,938.13
Transfer from Reserves	-
Other	<u>36,000.00</u>
	<u>110,638.13</u>

Expenses: Fire Protection

Operating Expenses	793,875.00
Transfer to Reserve Fund	<u>206,000.00</u>
	<u>999,875.00</u>

(889,236.87)

Revenues: People & Property

Licenses	15,900.00
Health & Safety	-
	<u>15,900.00</u>

Expenses: People & Property

Conservation Levies	129,800.00
Policing	-
Health & Safety	4,000.00
Operating	<u>36,700.00</u>
	<u>170,500.00</u>

(154,600.00)

Revenues: Roads & Drainage

Sales, Service & Inspection	234,000.00
County Service Contract	-
Municipal Drains	8,000.00
Weed Spray Service Contract	-
Machine Time	565,000.00
Trailer Park Rent	43,680.00
Street Light Revenue	186,400.00
Communities in Bloom	2,200.00
Transfers from Reserves	153,000.00
	<hr/>
	1,192,280.00

Expenses: Roads & Drainage

Overhead	907,611.05
Transfers to Reserves	200,000.00
Municipal Drain Maintce	41,000.00
Equipment Repairs	37,440.00
Gravel Pit	2,300.00
Miscellaneous	9,030.00
Vehicle Expenses	220,000.00
Loose Top Maintenance	159,985.00
Hard Top Maintenance	389,170.00
Sidewalk Maintenance	90,650.00
Roadside Maintenance	179,800.00
Bridges/Culverts/Municipal Drains	120,400.00
Traffic Control Maintenance	96,965.00
Trailer Park Maintenance/Tax	37,000.00
Winter Control	456,480.00
Street Lights	186,400.00
Communities in Bloom	77,420.00
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	3,211,651.05

(2,019,371.05)

Revenues: Clifford Sewer System

Billing Charges	185,000.00
From Reserve	222,441.86
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	407,441.86

Expenses: Clifford Sewer System

Apportioned Overhead	222,710.67
Operating	184,731.19
Transfer to Reserve	-
	<hr/>
	407,441.86

0.00

Revenues: Harriston Sewer System

Billing Charges	622,800.00
Transfer from Reserves	<u>84,291.84</u>
	<u>707,091.84</u>

Expenses: Harriston Sewer System

Apportioned Overhead	222,710.67
Operating	484,381.17
Transfer to Reserve	<u>-</u>
	<u>707,091.84</u>

0.00

Revenues: Palmerston Sewer System

Billing Charges	833,000.00
From Reserve	<u>27,966.67</u>
	<u>860,966.67</u>

Expenses: Palmerston Sewer System

Apportioned Overhead	222,710.67
Operating	471,862.71
Transfer to Reserve	<u>166,393.29</u>
	<u>860,966.67</u>

0.00

Revenues: Clifford Waterworks

Service Fees	166,000.00
From Reserve	245,924.55
	<u>411,924.55</u>

Expenses: Clifford Waterworks

Apportioned Overhead	106,599.03
Operating	305,325.52
Transfers to Reserves	-
	<u>411,924.55</u>

0.00

Revenues: Harriston Waterworks

Service Fees	471,800.00
From Reserve	-
	<u>471,800.00</u>

Expenses: Harriston Waterworks

Apportioned Overhead	106,599.03
Operating	345,767.11
Transfers to Reserves	19,433.86
	<u>471,800.00</u>

0.00

Revenues: Palmerston Waterworks

Service Fees	667,400.00
From Reserve	-
	<u>667,400.00</u>

Expenses: Palmerston Waterworks

Apportioned Overhead	106,599.03
Operating	302,495.64
Transfers to Reserves	258,305.33
	<u>667,400.00</u>

0.00

Revenues: Minto Pines

Service Fees	17,000.00
From Reserve	42,325.00
	<u>59,325.00</u>

Expenses: Minto Pines

Apportioned Overhead	-
Operating	59,325.00
Transfers to Reserves	-
	<u>59,325.00</u>

-

Revenues: Cemetery

Investment Income	11,000.00
Burial Fees & Other Rev	58,500.00
From Reserves	-
	<u>69,500.00</u>

Expenses Cemetery

Operating	89,300.00
	<u>89,300.00</u>

(19,800.00)

Revenues: Health Services

Rental Income	30,600.00
Other Rev	-
From Reserves	-
	<u>30,600.00</u>

Expenses Health Services

Operating	59,350.00
	<u>59,350.00</u>

(28,750.00)

Revenues: Recreation

Grant	5,000.00
Transfers from Reserves	-
Clifford Arena & Hall	126,695.00
Harriston Arena & Hall	213,980.00
Palmerston Arena & Hall	352,184.00
Harriston Pool	34,000.00
Palmerston Pool	50,000.00
Norgan Theatre	103,205.00
Special Programs	23,250.00
Clifford Programs	-
Harriston Programs	20,500.00
Palmerston Programs	16,500.00
Clifford Library	-
Harriston Library	6,000.00
Palmerston Library	10,500.00
Clifford Ball & Soccer	5,075.00
Harriston Ball & Soccer	3,265.00
Palmerston Ball & Soccer	16,395.00
Minto Ball & Soccer	-
Palmerston Parks	-
Tree Committee	-
Minto Trails	-
Harriston Town Hall	11,000.00
Harriston Seniors Train CN Station	3,000.00
Palmerston CN Station	1,800.00
Harriston Lawn Bowling	-
Lions Clubhouse	-
Permanent Liquor Licensing	-
Active Living Plan	600.00
Drew Park Centre	-
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	1,002,949.00

Expenses: Recreation

Overhead	238,900.00
Clifford Arena & Hall	256,689.21
Harriston Arena & Hall	309,934.11
Palmerston Arena & Hall	502,145.88
Harriston Pool	77,250.00
Palmerston Pool	86,500.00
Norgan Theatre	87,205.00
Special Programs	17,250.00
Clifford Programs	-
Harriston Programs	21,000.00
Palmerston Programs	17,000.00
Clifford Library	-
Harriston Library	22,000.00
Palmerston Library	7,500.00
Clifford Ball & Soccer	24,321.96

Harriston Ball & Soccer	20,460.96
Palmerston Ball & Soccer	50,919.94
Minto Ball & Soccer	-
Clifford Parks	21,256.75
Harriston Parks	25,817.61
Palmerston Parks	62,184.61
Township Parks	-
Trails	-
Harriston Town Hall	20,851.12
Harriston Seniors Train Station	15,040.91
Palmerston CN Station	10,635.20
Harriston Lawn Bowling	1,400.00
Lions Clubhouse	950.00
Drew Park Centre	5,744.45
Permanent Liquor Licensing	-
Active Living Plan	1,200.00
Transfers to Reserves	134,500.00
	<u>2,038,657.71</u>

(1,035,708.71)

Revenues: Building & Zoning

Letter Fees	30,000.00
Permit Fees	127,000.00
From Reserves	49,348.00
Shared CBO fees	-
	<u>206,348.00</u>

Expenses: Building & Zoning

Operating	355,823.00
Transfers to Reserves	14,000.00
	<u>369,823.00</u>

(163,475.00)

Revenues: Economic Development

Operating	22,500.00
Incubator	136,000.00
Transfers from Reserves	20,000.00
	<u>178,500.00</u>

Expenses: Economic Development

Operating	487,709.48
Incubator	136,000.00
Transfers to Reserves	-
	<u>623,709.48</u>

(445,209.48)

Revenues: Tourism

Operating	3,700.00
	<u>3,700.00</u>

Expenses: Tourism

Operating	117,500.00
	<u>117,500.00</u>

(113,800.00)

Revenues: Minto Hydro Properties

Rental Income	21,600.00
Investment Interest	-
	<u>21,600.00</u>

Expenses: Minto Hydro

Operating	8,150.00
	<u>8,150.00</u>

13,450.00

Operating Deficit	(4,079,101.11)
Capital Funding	(500,000.00)
2015 Tax Levy	(4,579,101.11)