

**Budget by Service****Department Name:** Recreation Services**Budget Code:** 10-8000**Staff:** 98% of Matthew Lubbers, 87% of Grace Wilson, 70% of Allan Carr**Section:** Admin**FTE:** 2.55

Strategic Position: 7.0 Maintain and enhance recreation opportunities to benefit persons of all ages and abilities using existing well maintained parks and facilities, and ensure the location, supply and availability of major facilities considering the cost as well as community development benefits.

Actions: 7.1 active transportation 7.5 market facility use 7.6 sport recognition

Responsibility: General administrative work for Recreation and some Facility wages and benefits.

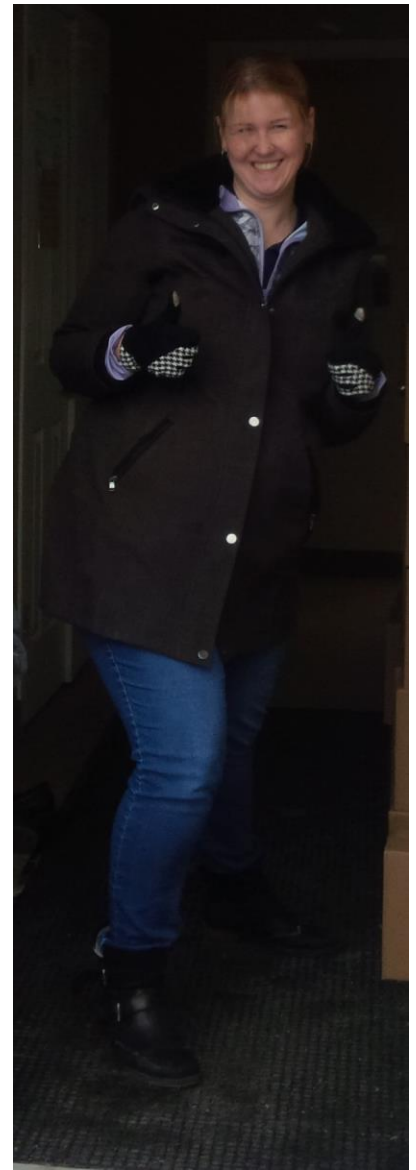
Operating Budget Summary						
2016 Budget (Actual \$224,801 to Sept 2016)						\$234,500
Past & Projected (1%)		0.01				
2015	2016	2017	2018	2019		
\$ 218,500	\$ 234,500	\$ 252,000	\$ 254,520	\$ 257,065		
Budget Initiatives						
1. Increase Wages and Benefits Expense						\$12,450
2. Increase Office Supplies and Miscellaneous Expenses						\$250
3. Increase Asset Management Plan Expense						\$5,000
4. Decrease Active Living Contribution Expense						-\$200
Proposed 2017 Budget						\$252,000

Budget to Actual Issues

A second Community Attractions Guide publication in the fall along with increased advertising for part time and relief recreation staff resulted in increased advertising expenses. Risk management expenses also factored into expense overages.

Issues for 2017 and Beyond

Recreation staff assists with a variety of other services including accessibility, lottery licensing and light IT work. Facilities staff oversees an array non-recreation, Town-owned buildings including the Medical Centre, EMS Building and Municipal Office. These extra services and buildings are important to note when evaluating the proposed budget.



Service Measures	2012	2013	2014	2015	2016
Funding for direct programming	\$7K	\$8.5K	\$8K	\$10.5K	\$17K
Lottery Licenses Issued	23	25	25	24	29

Administratively, the majority of the paperwork and reporting that is necessary for the department is completed at the municipal office.

C.A.O. Clerk and Recreation Services Manager Recommendation

That the 2017 budget proposed for Recreation Admin be approved at **\$252,000**

2017 OPERATING BUDGET

Account	Description	2016 YTD Actual - Sept 30/16	2016 Budget	2016 YTD Actual - Sept 30/16	2017 Budget	Budget Change
Recreation Department						
1080-00-5862	Grants Revenue	2,875.00	0.00	0.00	0.00	0.00
1080-00-5140	Other Revenue	548.67	0.00	0.00	0.00	0.00
	Total Revenue	3,423.67	0.00	0.00	0.00	0.00
1080-00-6010	Salary/per Diem	133,655.05	168,000.00	147,770.75	178,000.00	10,000.00
1080-00-6011	Wages-Part Time	6,321.33	0.00	53.38	0.00	0.00
1080-00-6015	PIAC Committee per Diem	0.00	0.00	0.00	0.00	0.00
1080-00-6020	Benefits	44,800.97	52,730.00	46,463.86	55,180.00	2,450.00
1080-00-6021	Benefits-Part Time	710.65	0.00	6.34	0.00	0.00
1080-00-6025	PIAC Committee Benefits	0.00	0.00	0.00	0.00	0.00
1080-00-6030	Personnel Clothing Allowance	520.00	450.00	450.00	450.00	0.00
1080-00-6040	Conferences/Meetings	105.89	300.00	122.11	300.00	0.00
1080-00-6050	Training	4,103.72	3,000.00	4,314.68	3,000.00	0.00
1080-00-6060	Mileage	1,019.16	1,300.00	879.73	1,300.00	0.00
1080-00-6070	Administration Allocation	0.00	0.00	0.00	0.00	0.00
1080-00-6080	Paper	0.00	0.00	0.00	0.00	0.00
1080-00-6090	Walk 21	0.00	0.00	0.00	0.00	0.00
1080-00-6110	Legal Services	0.00	0.00	0.00	0.00	0.00
1080-00-6120	Audit Services	0.00	0.00	0.00	0.00	0.00
1080-00-6140	Engineering Services	0.00	0.00	0.00	0.00	0.00
1080-00-6150	Special Consulting Services	0.00	0.00	5,000.00	5,000.00	5,000.00
1080-00-6155	Recreation Needs Study	0.00	0.00	0.00	0.00	0.00
1080-00-6160	Professional Memberships	1,303.05	1,310.00	1,259.27	1,310.00	0.00
1080-00-6210	Annual Insurance Coverage	267.81	0.00	0.00	0.00	0.00
1080-00-6220	Risk Management	0.00	0.00	8,775.64	0.00	0.00
1080-00-6300	Energy Conservation	0.00	0.00	0.00	0.00	0.00
1080-00-6400	Walk 21 - Conferences/Meeting	0.00	0.00	19.79	0.00	0.00
1080-00-6410	Office Supplies	1,042.81	310.00	959.82	360.00	50.00
1080-00-6412	Smart Serve Program	0.00	0.00	0.00	0.00	0.00
1080-00-6420	Small Office Equipment<\$500	1,136.43	1,250.00	775.00	1,250.00	0.00
1080-00-6450	Computer Hardware/Software	0.00	0.00	309.18	0.00	0.00
1080-00-6482	Accrued Interest ON LT DE	0.00	0.00	0.00	0.00	0.00
1080-00-6520	Advertising & Promotion	3,094.59	3,200.00	5,500.15	3,200.00	0.00
1080-00-6530	Telephone	449.84	750.00	587.00	750.00	0.00
1080-00-6610	Van Fuel & Supplies	35.00	0.00	0.00	0.00	0.00
1080-00-6620	Van Repairs & Maintenance	0.00	0.00	9.01	0.00	0.00
1080-00-6630	Van Licensing	0.00	0.00	0.00	0.00	0.00
1080-00-6700	Recreation - Bad Debts Acct	1,261.91	0.00	0.00	0.00	0.00
1080-00-6750	Recreation - Transfers to Capital	0.00	0.00	0.00	0.00	0.00
1080-00-6850	Miscellaneous Expenses	1,222.24	1,300.00	1,548.04	1,500.00	200.00
	Total Expenditures	261,866.86	233,800.00	224,901.46	261,600.00	17,700.00
	Excess Revenue over/under Expenditures	-197,826.38	-233,800.00	-224,901.46	-261,600.00	-17,700.00
1080-01-6800	Transfers to Reserves	0.00	0.00	0.00	0.00	0.00
	Total Expenditures	0.00	0.00	0.00	0.00	0.00
	Excess Revenue over/under Expenditures	0.00	0.00	0.00	0.00	0.00
Active Living Plan						
1080-30-5050	Other Revenue	0.00	0.00	0.00	0.00	0.00
1080-30-5210	Municipal Contributions	0.00	600.00	0.00	400.00	-200.00
1080-30-5862	Grants Revenue	0.00	0.00	0.00	0.00	0.00
	Total Revenue	0.00	600.00	0.00	400.00	-200.00
1080-30-6010	Salaries & Wages	0.00	0.00	0.00	0.00	0.00
1080-30-6020	Benefits	0.00	0.00	0.00	0.00	0.00
1080-30-6040	Conferences/Meetings	0.00	0.00	0.00	0.00	0.00
1080-30-6060	Mileage	0.00	0.00	0.00	0.00	0.00
1080-30-6150	Consulting	0.00	0.00	0.00	0.00	0.00
1080-30-6170	Transportation Plan	0.00	0.00	0.00	0.00	0.00
1080-30-6190	Minto-Mapleton In Motion	200.00	1,200.00	200.00	800.00	-400.00
1080-30-6410	Office Supplies	0.00	0.00	0.00	0.00	0.00
1080-30-6510	Publications	0.00	0.00	0.00	0.00	0.00
1080-30-6520	Advertising & Promotions	948.46	0.00	948.46	0.00	0.00
	Total Expenditures	1,148.46	1,200.00	1,148.46	800.00	-400.00
	Excess Revenue over/under Expenditures	-1,148.46	-600.00	-1,148.46	-400.00	200.00
	Excess Revenue over/under Expenditures	-199,774.84	-234,400.00	-226,049.91	-262,000.00	-17,500.00