



Budget by Service

Department Name: Recreation Facilities & Parks **Section:** Satellite Facilities

Budget Code: 10-8302-8502-03, 8702-04

FTE: 0.09

Strategic Position Section 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: 5.4 volunteer support 7.9 public accessibility

Responsibilities: These facilities include two train stations, two libraries, the old Harriston Town Hall and the Drew Community Centre operated in partnership with volunteer groups through agreements. These facilities provide unique and valuable programs to the residents of the Town.

Budget Initiatives:

2017 Budget (Actual \$ to Sept 2017)						\$76,044
Past & Projected (1%)			0.01			
	2016	2017	2018	2019	2020	
	\$57,422 \$	76,044 \$	85,845 \$	86,703 \$	87,570	

Budget Initiatives

1. Rent Adjustment Harriston Library Agreements	\$3,500
2. Expense Adjustment Palmerston Railway Heritage Museum	\$4,682
3. Minor Expense Adjustments	\$1,619
Proposed 2018 Budget	\$85,845

Budget to Actual Issues

None.

Issues for 2018 and Beyond

The Town has added satellite facilities over the years increasing responsibility in this Department. Town has taken over the Palmerston Railway Heritage Museum with support and direction from a new subcommittee. Visitors to the museum have been increased through the leadership of the Business and Economic Manager. Facilities Manager takes an active role in maintenance of the rolling stock at the facility as well.

The Harriston Historical Society approached Council with concerns with their viability due to cost of rent at the Harriston Library. The Town absorbed additional rent in its lease from the County and has reduced the rent charged back to the Historical Society to assist with their viability. Staff is

looking into whether insurance could be reduced for the group following a meeting with principle members of that group. More partnerships are possible to assist in their revenue generation. The Minto Arts Council has been prospering at this location and is offered the same rent reduction as the Historical Society to help ensure the long term viability of this group.

All these facilities provide an important cultural and recreational function in Minto. One facility maintained but now shown in this budget is the Harriston Lion's Medical Clinic. This operation occurs under the Town's only Municipal Services Corporation. Following departure of the family doctor to Palmerston Family Health Team, staff has entered into negotiations to expand space for the existing dentist, change Video Health offices and accommodate a chiropractor who will be relocating to the area. A lease will be presented to the corporation and Council in the new year.



Service Measures

2015	User groups using facilities	11
2016	User groups using facilities	13
2017	User groups using facilities	16

CAO/Clerk and Facilities Manager Recommendation

That the 2018 budget proposed for Satellite Facilities be approved at **\$85,845**

2018 OPERATING BUDGET						
Account	Description	2016 YTD Actual - Sept 30/16	2016 YTD Actual	2017 Budget	2017 YTD Actual - Sept 30/17	2018 Budget
Harriston Seniors Train Station						
1083-02-5860	Rent - Harriston Seniors Hall	1,922.12	3,062.12	3,000.00	1,969.07	\$3,500.00
1083-02-5861	Special Program Donations	0.00	0.00	0.00	0.00	\$0.00
1083-02-5862	Grants Revenue	0.00	0.00	0.00	0.00	\$0.00
	Total Revenue	1,922.12	3,062.12	3,000.00	1,969.07	3,500.00
1083-02-6011	Wages	2,875.82	4,619.48	5,358.00	1,390.88	\$5,404.00
1083-02-6021	Benefits	639.18	1,077.57	1,278.00	183.02	\$1,293.00
1083-02-6210	Annual Insurance Coverage	1,007.96	1,007.96	1,008.00	1,043.00	\$1,008.00
1083-02-6480	Interest Payments on Long Term	0.00	0.00	0.00	0.00	\$0.00
1083-02-6520	Advertising & Promotions	0.00	0.00	0.00	0.00	\$0.00
1083-02-6310	Hydro & Water	1,372.25	1,892.98	2,800.00	1,136.92	\$2,856.00
1083-02-6320	Heat	509.37	798.63	1,458.00	693.15	\$1,458.00
1083-02-6350	Cleaning Supplies	0.00	434.65	300.00	199.10	\$300.00
1083-02-6370	Grounds Maintenance	820.00	1,220.00	1,000.00	740.00	\$1,000.00
1083-02-6371	Grounds Maintenance -Summer	660.00	690.00	0.00	0.00	\$0.00
1083-02-6380	Building Maintenance	0.00	1,407.04	1,500.00	39.58	\$1,500.00
1083-02-6480	Interest Payments on Long-Term	0.00	0.00	0.00	0.00	\$0.00
1083-02-6700	Hstn Seniors - Trfrs to Capital	0.00	4,759.15	0.00	0.00	\$0.00
1083-02-6720	Equipment	0.00	357.36	0.00	952.07	\$0.00
1083-02-6750	Miscellaneous Expenses	0.00	0.00	0.00	0.00	\$0.00
1083-02-6800	Transfers to Reserves	1,000.00	1,000.00	1,000.00	1,000.00	\$1,000.00
	Total Expenditure	8,884.58	19,264.82	15,702.00	7,377.72	15,819.00
	Excess Revenue over/under Expenditure	-6,962.46	-16,202.70	-12,702.00	-5,408.65	-12,319.00
Harriston Library						
1085-02-5850	Library Rental - County	0.00	0.00	0.00	0.00	\$0.00
1085-02-5851	Library Rental - Other	4,500.00	6,000.00	6,000.00	4,500.00	\$4,500.00
	Total Revenue	4,500.00	6,000.00	6,000.00	4,500.00	4,500.00
1085-02-6010	Wages - Full Time	0.00	0.00	0.00	0.00	\$0.00
1085-02-6011	Wages - Part Time	0.00	0.00	0.00	0.00	\$0.00
1085-02-6020	Benefits - Full Time	0.00	0.00	0.00	0.00	\$0.00
1085-02-6021	Benefits - Part Time	0.00	0.00	0.00	0.00	\$0.00
1085-02-6210	Annual Insurance Coverage	0.00	0.00	0.00	0.00	\$0.00
1085-02-6310	Hydro & Water	0.00	0.00	0.00	0.00	\$0.00
1085-02-6320	Heat	0.00	0.00	0.00	0.00	\$0.00
1085-02-6340	Cleaning Contract	0.00	0.00	0.00	1,386.48	\$0.00
1085-02-6350	Cleaning Supplies	0.00	0.00	0.00	0.00	\$0.00
1085-02-6360	Washroom Supplies	0.00	0.00	0.00	0.00	\$0.00
1085-02-6370	Grounds Maintenance	0.00	0.00	0.00	0.00	\$0.00
1085-02-6380	Building Maintenance	0.00	0.00	0.00	0.00	\$0.00
1085-02-6390	Rent paid to Wellington County	16,749.90	23,783.50	22,000.00	17,366.60	\$24,000.00
1085-02-6850	Miscellaneous Expenses	0.00	0.00	0.00	0.00	\$0.00
1085-02-6802	To Reserve Fund	0.00	0.00	0.00	0.00	\$0.00
	Total Expenditures	16,749.90	23,783.50	22,000.00	18,753.08	24,000.00
	Excess Revenue over/under Expenditure	-12,249.90	-17,783.50	-16,000.00	-14,253.08	-19,500.00

2018 OPERATING BUDGET						
Account	Description	2016 YTD Actual - Sept 30/16	2016 YTD Actual	2017 Budget	2017 YTD Actual - Sept 30/17	2018 Budget
Harriston Town Hall						
1087-02-5880	Revenue	8,502.38	11,299.79	11,300.00	8,456.18	\$11,456.00
1087-02-5881	Donations & Misc Revenue	0.00	0.00	0.00	0.00	\$0.00
	Total Revenue	8,502.38	11,299.79	11,300.00	8,456.18	11,456.00
1087-02-6010	Wages	3,226.67	3,922.88	5,358.00	2,311.82	\$5,404.00
1087-02-6020	Benefits	771.96	891.97	1,278.00	295.11	\$1,293.00
1087-02-6210	Annual Insurance Coverage	1,210.64	1,210.64	1,211.00	1,283.27	\$1,211.00
1087-02-6310	Hydro & Water	4,435.38	6,380.65	6,832.00	4,279.30	\$6,969.00
1087-02-6320	Heat	2,255.59	3,270.10	6,996.00	2,549.85	\$6,996.00
1087-02-6350	Cleaning Supplies	202.40	202.40	200.00	286.05	\$200.00
1087-02-6370	Grounds Maintenance	0.00	0.00	0.00	0.00	\$0.00
1087-02-6380	Building Maintenance	4,548.96	5,222.96	5,000.00	9,294.51	\$5,000.00
1087-02-6520	Advertising & Promotions	0.00	0.00	0.00	0.00	\$0.00
1087-02-6530	Telephone & Service Charges	0.00	0.00	0.00	0.00	\$0.00
1087-02-6700	Town Hall - Transfers to Capital	0.00	0.00	0.00	0.00	\$0.00
1087-02-6710	Small Tools	0.00	0.00	0.00	0.00	\$0.00
1087-02-6720	Equipment Repair & Maintenance	0.00	0.00	0.00	0.00	\$0.00
1087-02-6730	Safety Equipment	0.00	0.00	0.00	0.00	\$0.00
1087-02-6800	Transfers to Reserves	1,000.00	1,000.00	1,000.00	1,000.00	\$1,000.00
1087-02-6850	Miscellaneous Expenses	0.00	0.00	0.00	0.00	\$0.00
	Total Expenditures	17,651.60	22,101.60	27,875.00	21,299.91	28,073.00
Excess Revenue over/under Expenditure		-9,149.22	-10,801.81	-16,575.00	-12,843.73	-16,617.00
Palmerston CN Station						
1087-03-5880	Revenue	0.00	0.00	7,000.00	623.89	\$5,000.00
1087-03-5881	Donations & Misc Revenue	0.00	0.00	0.00	968.42	\$0.00
1087-03-5890	Handcar Net Revenue	0.00	0.00	0.00	3,653.81	3,450.00
	Total Revenue	0.00	0.00	7,000.00	5,246.12	8,450.00
1087-03-6010	Wages	149.22	2,149.22	10,388.00	7,358.48	\$13,444.00
1087-03-6020	Benefits	46.55	646.55	2,200.00	1,026.13	\$2,209.00
1087-03-6210	Annual Insurance Coverage	530.14	530.14	530.00	530.84	\$530.00
1087-03-6310	Hydro & Water	1,831.53	2,420.29	3,360.00	1,294.80	\$3,427.00
1087-03-6320	Heat	1,495.12	2,415.12	3,790.00	1,962.69	\$3,790.00
1087-03-6350	Cleaning Supplies	113.83	136.48	200.00	195.74	\$200.00
1087-03-6370	Grounds Maintenance	10.49	10.49	0.00	0.00	\$0.00
1087-03-6380	Building Maintenance	2,091.80	2,543.56	5,000.00	3,475.14	\$5,000.00
1087-03-6390	Museum Displays	0.00	0.00	0.00	475.38	\$500.00
1087-03-6520	Advertising & Promotions	0.00	0.00	0.00	34.58	\$2,500.00
1087-03-6530	Telephone & Service Charges	275.99	366.76	500.00	210.72	\$500.00
1087-03-6700	Transfers to Capital	0.00	997.19	0.00	0.00	\$0.00
1087-03-6710	Small Tools	0.00	0.00	0.00	0.00	\$0.00
1087-03-6720	Equipment Repair & Maintenance	0.00	0.00	0.00	0.00	\$0.00
1087-03-6730	Safety Equipment	0.00	0.00	0.00	0.00	\$0.00
1087-03-6800	Transfer to Reserve	1,000.00	1,000.00	1,000.00	1,000.00	\$1,000.00
1087-03-6850	Miscellaneous Expenses	0.00	0.00	0.00	287.50	\$0.00
1087-03-6700	Palm CN Station - Trf to Capital	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00
	Total Expenditures	7,544.67	13,215.80	26,968.00	17,852.00	33,100.00
Excess Revenue over/under Expenditure		-7,544.67	-13,215.80	-19,968.00	-12,605.88	-24,650.00

2018 OPERATING BUDGET						
Account	Description	2016 YTD Actual - Sept 30/16	2016 YTD Actual	2017 Budget	2017 YTD Actual - Sept 30/17	2018 Budget
Drew Park Centre						
1087-04-5880	Revenue	0.00	0.00	0.00	0.00	0.00
1087-04-5881	Donations & Misc Revenue	0.00	0.00	0.00	0.00	0.00
	Total Revenue	0.00	0.00	0.00	0.00	0.00
1087-04-6010	Wages	0.00	0.00	0.00	0.00	0.00
1087-04-6011	Benefits	0.00	0.00	0.00	0.00	0.00
1087-04-6020	Benefits	0.00	0.00	0.00	0.00	0.00
1087-04-6210	Annual Insurance Coverage	1,849.11	1,849.11	1,849.00	1,960.06	1,849.00
1087-04-6310	Hydro & Water	49.86	49.86	0.00	0.00	0.00
1087-04-6314	Water Testing	2,249.52	2,830.76	4,000.00	3,742.07	4,000.00
1087-04-6320	Heat	0.00	0.00	0.00	0.00	0.00
1087-04-6350	Cleaning Supplies	0.00	0.00	0.00	0.00	0.00
1087-04-6370	Grounds Maintenance	0.00	0.00	0.00	0.00	0.00
1087-04-6372	Turf Maintenance	0.00	0.00	0.00	0.00	0.00
1087-04-6380	Building Maintenance	13.51	13.51	0.00	183.74	0.00
1087-04-6520	Advertising & Promotions	0.00	0.00	0.00	0.00	0.00
1087-04-6530	Telephone & Service Charges	0.00	0.00	0.00	0.00	0.00
1087-04-6700	Tfrs to Capital	0.00	0.00	0.00	0.00	0.00
1087-04-6710	Small Tools	0.00	0.00	0.00	0.00	0.00
1087-04-6720	Equipment Repair & Maintenance	0.00	0.00	0.00	0.00	0.00
1087-04-6730	Safety Equipment	0.00	0.00	0.00	0.00	0.00
1087-04-6850	Miscellaneous Expenses	0.00	0.00	0.00	0.00	0.00
	Total Expenditures	4,162.00	4,743.24	5,849.00	5,885.87	5,849.00
Excess Revenue over/under Expenditure		-4,162.00	-4,743.24	-5,849.00	-5,885.87	-5,849.00
Harriston Lawn Bowling						
1087-05-5880	Revenue	0.00	0.00	0.00	0.00	0.00
1087-05-5890	Donations & Misc Revenue	0.00	0.00	0.00	0.00	0.00
	Total Revenue	0.00	0.00	0.00	0.00	0.00
1087-05-6010	Wages - Full Time	0.00	0.00	0.00	0.00	\$0.00
1087-05-6011	Wages - Part Time	0.00	0.00	0.00	0.00	\$0.00
1087-05-6020	Benefits - Full Time	0.00	0.00	0.00	0.00	\$0.00
1087-05-6021	Benefits - Part Time	0.00	0.00	0.00	0.00	\$0.00
1087-05-6210	Annual Insurance Coverage	0.00	0.00	400.00	323.80	\$400.00
1087-05-6280	Property Taxes	451.00	1,098.07	0.00	1,102.76	\$1,110.00
1087-05-6310	Hydro/Water	515.60	1,279.11	500.00	452.36	\$650.00
1087-05-6360	Washroom Supplies	0.00	0.00	0.00	0.00	\$0.00
1087-05-6371	Grass-Cutting	0.00	0.00	0.00	0.00	\$0.00
1087-05-6380	Building Maintenance	0.00	0.00	500.00	0.00	\$500.00
1087-05-6750	Transfers to Capital	0.00	0.00	0.00	0.00	\$0.00
1087-05-6750	Transfers to Reserves	1,000.00	1,000.00	1,000.00	1,000.00	\$1,000.00
1087-05-6850	Miscellaneous Expenses	0.00	0.00	0.00	0.00	\$0.00
	Total Expenditures	1,966.60	3,377.18	2,400.00	2,878.92	3,660.00
Excess Revenue over/under Expenditure		-1,966.60	-3,377.18	-2,400.00	-2,878.92	-3,660.00

2018 OPERATING BUDGET						
Account	Description	2016 YTD Actual - Sept 30/16	2016 YTD Actual	2017 Budget	2017 YTD Actual - Sept 30/17	2018 Budget
CNRA Lions Clubhouse						
1088-03-5840	CNRA-Other Revenue	0.00	0.00	0.00	0.00	0.00
1088-03-5890	Donations & Misc Revenue	0.00	0.00	0.00	0.00	0.00
	Total Revenue	0.00	0.00	0.00	0.00	0.00
1088-03-6010	Wages - Full Time	0.00	0.00	0.00	0.00	\$0.00
1088-03-6011	Wages - Part Time	0.00	0.00	0.00	0.00	\$0.00
1088-03-6020	Benefits - Full Time	0.00	0.00	0.00	0.00	\$0.00
1088-03-6021	Benefits - Part Time	0.00	0.00	0.00	0.00	\$0.00
1088-03-6210	Annual Insurance Coverage	0.00	0.00	950.00	333.73	\$950.00
1088-03-6310	Water & Sewer	375.26	572.04	600.00	385.97	\$600.00
1088-03-6380	CNRA-Building Repairs & Mainte	0.00	166.47	0.00	18.98	\$0.00
1088-03-6540	Internet	433.92	664.53	0.00	524.65	\$700.00
1089-03-6720	CNRA-Equipment Repairs	0.00	0.00	0.00	0.00	\$0.00
1087-05-6750	Transfers to Reserves	1,000.00	1,000.00	1,000.00	1,000.00	\$1,000.00
	Total Expenditures	1,809.18	2,403.04	2,550.00	2,263.33	3,250.00
	Excess Revenue over/under Expenditure	-1,809.18	-2,403.04	-2,550.00	-2,263.33	-3,250.00
	Excess Revenue over/under Expenditure	-43,844.03	-68,527.27	-76,044.00	-56,139.46	-85,845.00