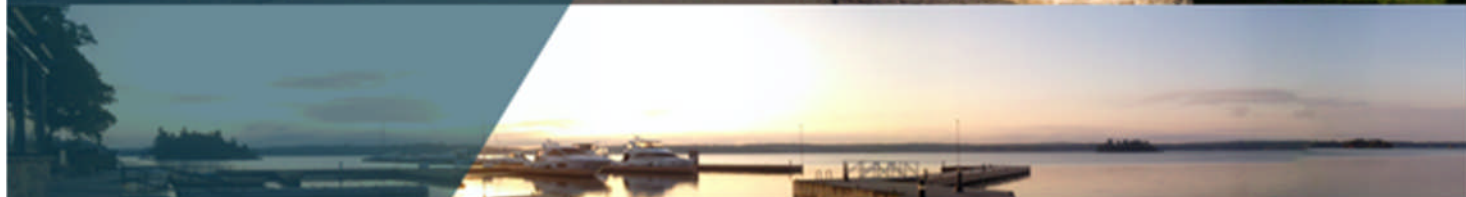




***2016 Proposed
Operating and Capital
Budgets***



Township of Leeds and the Thousand Islands

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Executive Summary

The Township of Leeds and the Thousand Islands is in a strong and healthy financial position. The long term finances of the municipality are viable and sustainable as evidenced by its low debt position, considerable transfer to reserves from operating, and property tax levels which are competitive with neighbouring municipalities.

The services provided by The Township are varied and widespread, and include:

- Fire Services
- Police Services
- Streets, Roads and Sidewalk Maintenance and winter Control
- Recreation and Cultural Programming
- Libraries
- Economic Development and Planning
- By-law Enforcement and Building Services
- Environmental Stewardship
- Water and Wastewater Management in the Village of Lansdowne

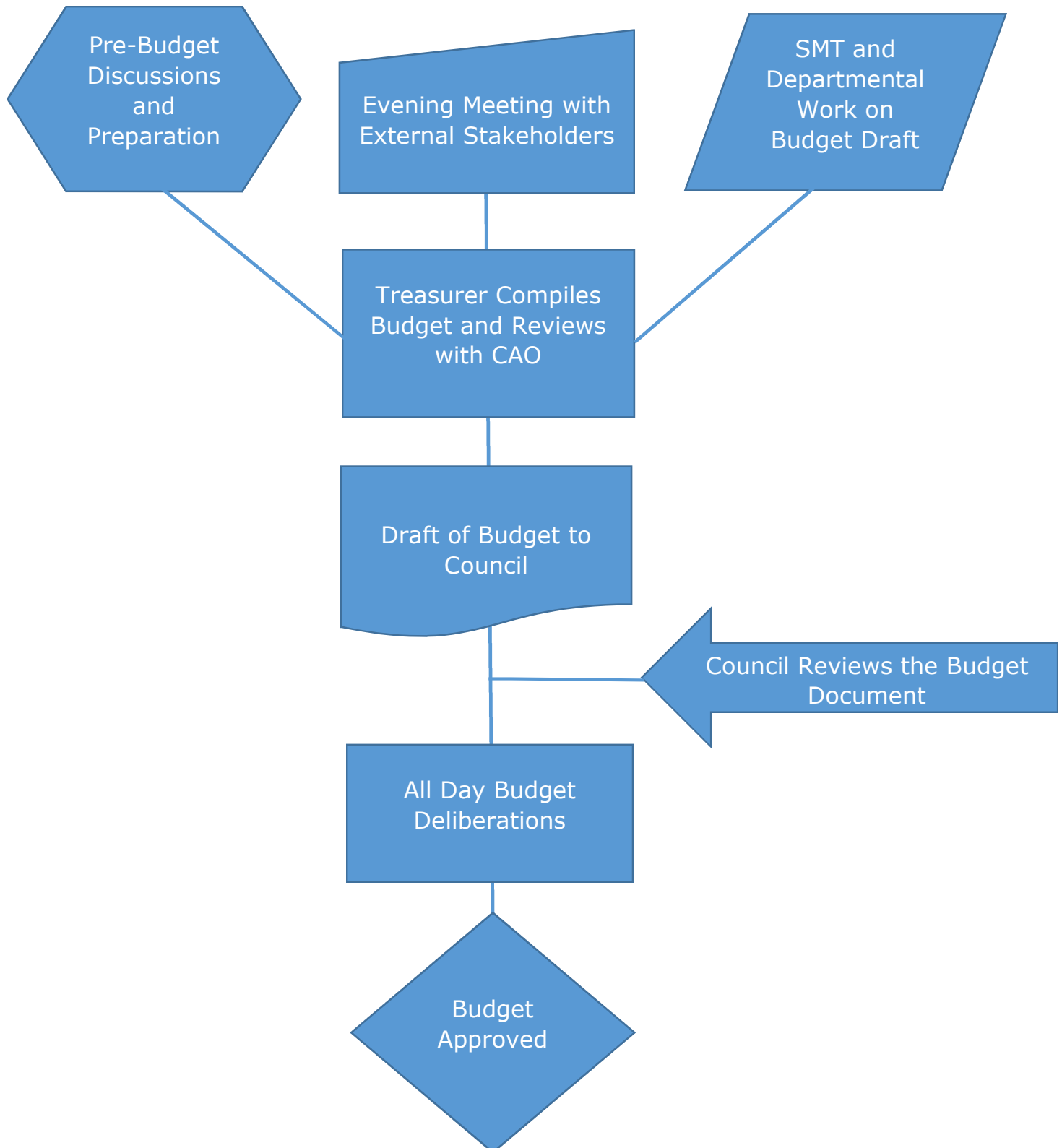


The 2016 departmental operating budgets, capital expenditure budget, and fees and charges schedule, are presented in this document for Council consideration. Staff have analyzed the expenditure trends, considered the community strategic plan, and consulted with staff, committees of council, and community groups in the budget preparation process.

The overall municipal budget increase is projected to be 5.0% or \$344,249. The three year capital expenditure budget is \$5.1 million in 2016, \$5.0 million in 2017, and \$3.5 million in 2018. The fee schedule is included for Council consideration. Affordability, sustainability, and cost recovery were the major considerations for setting the Township fees.

Budget Process Flowchart

The 2016 Budget Process began months ago and involved many hours of calculations, meetings, and preparation from the Treasury Department and other functional departments within the Township. The budget process is shown below:



Discussion and Analysis

As part of the overall direction for the future of municipality, and to provide a framework to consider program and service level delivery, Council developed a Community Strategic Plan with three priority outcomes: Sustaining the Natural Environment; Community Development; and, Creating a More Sustainable Economy.



Township of
**Leeds and the
Thousand Islands**
leeds1000islands.ca
613-659-2415

Moving Forward Together

Community Strategic Plan

Strategic Vision

The Township of Leeds and the Thousand Islands is and will continue to be a friendly and historic rural community surrounded in natural beauty where the economy, nature and our people flourish together

Sustaining the Natural Environment	Community Development	Creating a more Sustainable Economy
<p>The natural environment – the rivers, lakes, streams, islands and natural landscapes – has been identified as one of the most important contributing factors to the amazing quality of life experienced by Leeds and the Thousand Islands residents. It is critical that the natural environment be protected for the enjoyment of future generations, but also is accessible for all to experience.</p>	<p>People choose to live in Leeds and the Thousand Islands because of the connection they feel with their community. Making improvements to the community, both from a physical, and social and sustainable perspective, will ensure Leeds and the Thousand Islands remains a community where people choose to live.</p>	<p>From a Township perspective, Economic Sustainability is about the creation of a business friendly environment that allows businesses to thrive and for investment opportunities to exist. For Leeds and the Thousand Islands, this includes small business development, tourism and being ready when an investment opportunity comes to the Township.</p>
		

A friendly and historic rural community surrounded in natural beauty where the economy, nature and our people flourish together

Community Strategic Plan

2016 Actions

Sustaining the Natural Environment

Accessing:

1. Assessment of publicly accessible areas

Protecting:

1. Communications strategy
2. Source water protection strategy

Managing waste:

1. Communicating septic system use and maintenance
2. Online contractor list
3. Expand septic re-inspection program
4. Expand Township's waste reduction and diversion campaign

Advocating for environment:

1. Safe boating practices and waterway protection
2. Regional waste management and disposal
3. Extended producer responsibility



Sustainable Community Development

Customer service:

1. Wifi promotion
2. Inquiry tracking system
3. Communications plan
4. New interactive website

Enhancing the Township's built environment:

1. Explore sustainability practices
2. Built heritage mapping
3. Sign strategy

Developing community partnerships:

1. Partnership development (municipal partners and volunteer groups)

Building community pride:

1. Education and communication
2. Best practice identification

Advocating for the community:

1. Broadband lobbying for 100% coverage



Creating a more Sustainable Economy

Assessing investment readiness:

1. Investment readiness training
2. Investment readiness assessment
3. Investment readiness plan update

Preparing for investment:

1. Create community profile with online data

Strategizing for future sustainable economic development:

1. Best practices review and implementation for development approval enhancements



A friendly and historic rural community surrounded in natural beauty where the economy, nature and our people flourish together

As part of the 2016 budget preparation, Staff ensured that the strategic plan action items for 2016 were taken into account. Through the current operating budget, some of the action items can be accomplished, while others will require additional financial resources, such as assessing investment readiness.

Community Engagement

The Township invited local community groups and committees of council to a public meeting to provide suggestions and recommendations for the 2016 operating and capital budget. Below is a summary of the recommendations. The highlighted rows are those which have been included in the budget. Comments have been provided for each area as a reference.

Group: Economic Development Committee		
Description	Operating	Capital
Social Media Maximization	1,000	
Business Outreach	2,000	
Community Profile Development	3,500	
Investment Readiness Training and Support	15,000	

- Social media maximization will be part of the ongoing communications budget and website project.
- Business outreach, community profile development, and investment readiness have all been added to the Special Projects line of the Economic Development Budget for a total of \$12,000.

Group: Lansdowne Association for Revitalization		
Description	Operating	Capital
Continued floral beautification	Ongoing	
Website hosting	140	
Two directional signs	1,500	
Administration financial support	2,000	
Outlet Village Signs		TBD

- Floral beautification is part of the regular operating budget.
- Website hosting is proposed as part of the increase of \$2,000 for administration support, as well as for the community groups to obtain insurance coverage.
- The directional and village signs will be part of a sign policy with multi-year design and implementation strategy across the Township.

Group: Lyndhurst Rejuvenation Committee		
Description	Operating	Capital
Administration financial support	1,000	
Boardwalk along Lyndhurst Creek		TBD
Installation of wayfinding street signs	TBD	
Maintenance of public street furniture	200	
Nature discovery look-out at Jonas Street Park		TBD
Reclaiming of TLTI owned land along Lyndhurst Creek	TBD	
Walkway from main street to Furnace Falls Park		TBD

- Administrative financial support was increased to \$2,000 for all community groups for the groups to obtain insurance coverage.
- The boardwalk, nature discovery look-out, and walk-way projects will be dependent on the outcome of the facility and parks master plans.
- The wayfinding signs will be part of sign policy with multi-year design and implementation strategy across the Township.
- The maintenance of the public furniture and reclaiming of the TLTI owned land will be completed as part of the current operating budget.

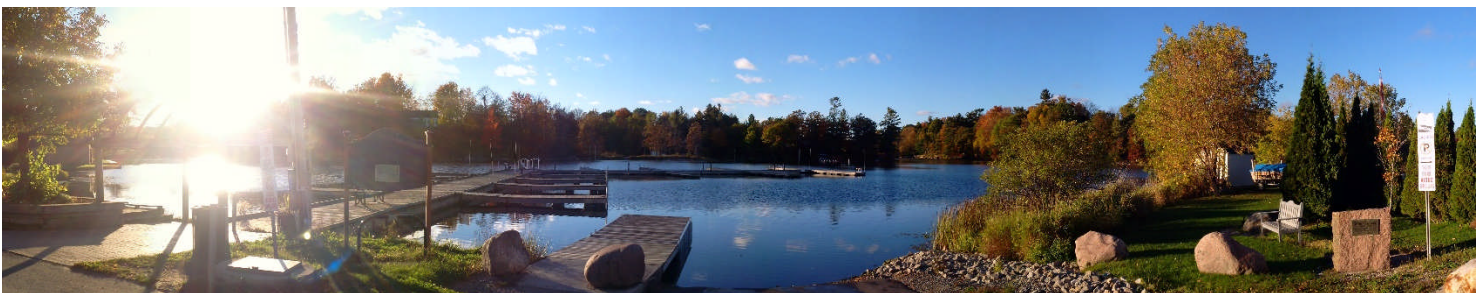
Group: Rockport Development Group		
Description	Operating	Capital
Administration financial support	1,000	
Customs Property		40,000
Parking		95,000
Two historic stone planters and pots		2,200
Washrooms		TBD

- Administrative financial support was increased to \$2,000 for all community groups for the groups to obtain insurance coverage.
- The customs property is contingent on receiving additional information from the Federal Government on the sale of the property.
- The parking and washrooms will be reliant on the outcome of the facility and parks master plans.
- The installation of two stone pillars and planters can be accommodated within the current operating budget.

Group: Seeleys Bay Area Residents Association

Description	Operating	Capital
Administration financial support	1,000	
Community Hall - building integrity, safety, furnishings		TBD
Improved maintenance of planters and public gardens	TBD	
Local liaison for the community hall	TBD	
Phase 2 RED Grant		9,000
Street Lighting at the intersection of highway 15		TBD
Upgrades to docks		TBD

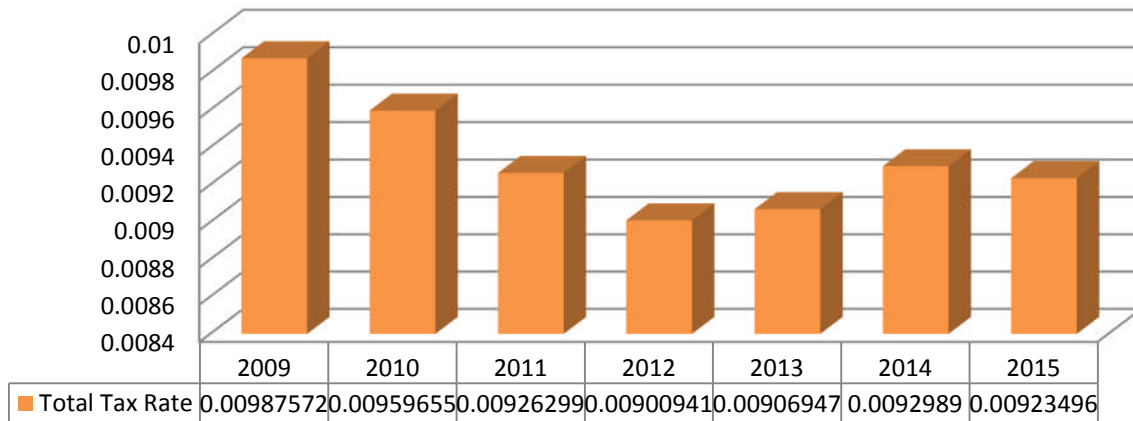
- Administrative financial support was increased to \$2,000 for all community groups for the groups to obtain insurance coverage.
- The community hall upgrades and Phase 2 of the RED grant have both been included in the capital budget.
- The liaison for the community hall will be addressed in the upcoming facilities master plan.
- A community beautification policy will be provided to Council as it pertains to the improved maintenance of planters and public gardens.
- Street lighting for the entire Township will be presented to Council in a policy with a multi-year plan and implementation strategy.
- The upgrades to the docks in Seeley's Bay will be presented to Council in a future business plan.



Analysis of Financial Information

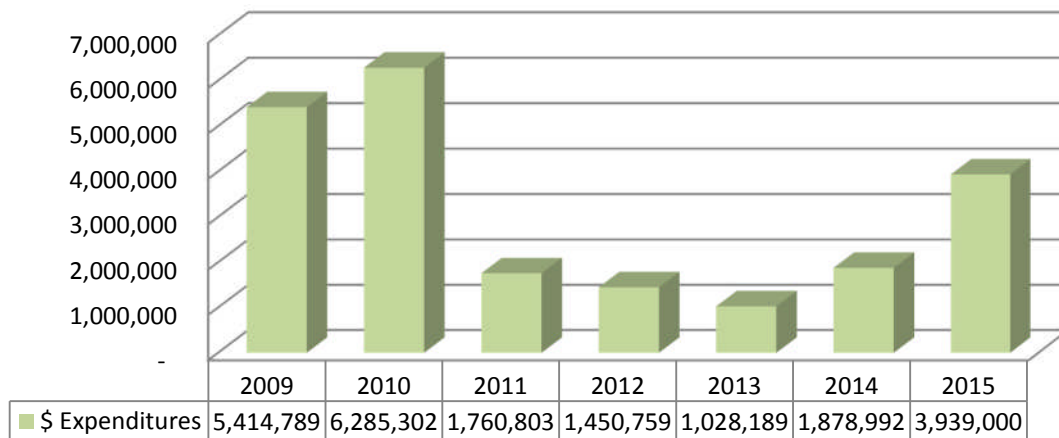
The financial health of the Township is viable, sustainable, and strong. The following are some metrics which Staff examined as part of the budget process.

Total Tax Rates



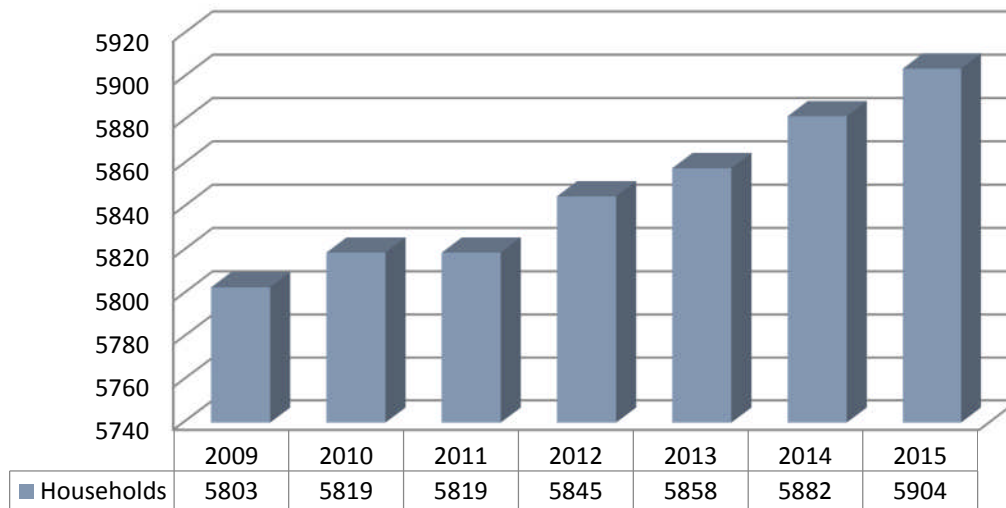
- The tax rates of the Township are competitive and lowest amongst the non-separated municipalities in the County. This is due to TLTI being fiscally responsible, the education rates dropping over the past number of years, and the County rates remaining steady.

Capital Expenditures



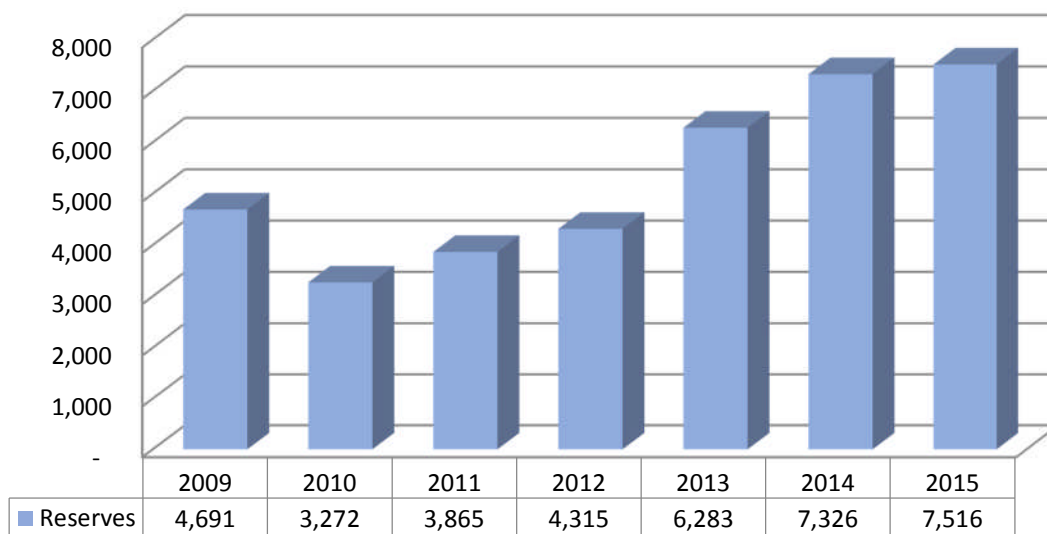
- The capital expenditures in TLTI have not been consistent over the years. In 2009 and 2010 the majority of the capital expenditures were on facilities; the building of the Township Office, Public Works garage, and Fire Training Centre. If these three projects were excluded, the expenditure levels would be more consistent with 2011 to 2014. The Township has had a backlog of capital needs and major investments in capital is planned in future years.

Number of Households



- The number of households within the Township continue to rise steadily over time. This has a positive impact on the growing assessment base for taxation purposes, however, additional households also have implications on the expenditure side, such as OPP billing costs, road maintenance, and solid waste management.

Reserves



- The reserves for the Township benefit from approximately \$1.7 million being added annually from the OLG casino revenue and approximately \$800,000 from operating. Staff are bringing a report to Council in November with a new reserve structure.

Key Assumptions for 2016

The development of an operating budget is a considerable exercise taking several months, extensive internal reviews, and numerous versions. In the development of the budget, Staff evaluated revenue and expenditure trends for the past 5 years, as well as considered the future direction of the municipality.

Various economic, demographic, taxation, and service assumptions are taken into account with the development of the budget. The key assumptions that have been considered in designing the budget are:

- Consumer price index
- Gasoline per litre
- Diesel per litre
- Interest rate on debt
- Interest rate earned
- Penalty and Interest on arrears (property taxes)

These assumptions have been used in different ways to develop, review and benchmark the budget.

Cost of Living Allowance

In October, Council approved a Cost of Living Allowance (COLA) equal to the August Ontario Consumer Price Index for both Staff and Council. Based on this, the COLA for the 2016 budget is 1.9%. This increase has been adjusted on the salaries and benefits lines in the operating budget. The impact to the budget was an increase of \$55,673.

Canada Pension Plan (CPP)

The 2016 CPP information has yet to be released. Therefore, staff have estimated the rates and maximums based on trends over the past 10 years.

In the budget CPP is estimated to be the following:

- o Employer contribution rate at 4.95% - same as 2015
- o Yearly basic exemption at \$3,500 – same as 2015
- o Yearly maximum pensionable earnings (YMPE) at \$54,800 – estimate increase 2.2%
- o Maximum employer contribution \$2,539.35 – estimate increase 2.2%

The overall impact of the increase to the YMPE on CPP on the 2016 operating budget is \$1,069.

Employment Insurance (EI)

The 2016 EI information has been released by the Canada Revenue Agency.

- Employee contribution rate at 1.88% - no change from 2015
- Employer contribution factor at 1.4 – no change from 2015
- Maximum insurable earnings at \$50,800 – increase from \$49,500 in 2015
- Maximum employer contributions at \$1,337.06 – increase from \$1,302.84 in 2015

The overall impact of the increase to the maximum employer contributions on the 2016 budget is \$826.

Ontario Municipal Employees Retirement System (OMERS)

In April of 2015, the OMERS Sponsors Corporation announced that it had completed its annual decision-making cycle and a decision was made to not change the 2015 rates. The Sponsors Corporation will consider the matter again in 2016 and any OMERS Plan change suggestions will be submitted.

The yearly maximum pensionable earnings (YMPE) used by OMERS is equal to the CPP YMPE. As such, the YMPE for 2016 for OMERS has been estimated at \$54,800, which is an increase of 2.2% over the 2015 amount. For the 2016 budget, the rates have been left at the 2015 rates. Therefore, the annual contribution rate is 9.0% for earnings under the YMPE and the annual contribution rate is 14.60% for earnings above the YMPE. The impact of the YMPE is a decrease of \$1,208 to the overall budget.

Workers Compensation Insurance Board (WSIB)

The 2016 WSIB information has been released and included in the 2016 budget:

- Employer contribution rate at 2.88% - no change from 2015
- Annual maximum insurable earnings at \$88,000 – increase from \$85,200 in 2015
- Maximum employer contributions at \$2,534.40 - increase from \$2,454 in 2015

The overall impact of the increase to the maximum employer contributions on the 2016 is an increase of \$364.

Employee Benefits

Employee benefits are managed for the Township through a broker and held with Manulife. In early 2015, a change was made to the benefit provider, and as such, the experience ratio for the Township does not have a full year of data. As a placeholder, an estimation of 5% was added to the benefits, which increased the budget by \$12,204.

Insurance

The Township utilizes Kelsey Insurance as the broker of record for the Frank Cowan Insurance company. Frank Cowan Company is a leader in providing specialized insurance programs, including risk management and claims services to organizations across Canada. The Township's insurance rates are based on experience and market, therefore, the insurance rates for 2016 have been estimated at 5% increase and overall impact of \$12,634.

Key Changes 2015 to 2016

Summary of Key Changes	
Total increase	\$ 344,249
<u>Increases (Decreases)</u>	
OPP Billing Phase-in	156,568
Principal and Interest	64,000
COLA impact on salaries and wages	55,673
Community Engagement and Special Projects	55,000
Step increases for staff	50,750
Private Road Grant	25,000
Increase to tax levy for library services	22,247
Splashpad water	20,000
Changes in benefits (EI, CPP, Manulife, etc)	13,254
Estimation of 5% increase to insurance	12,634
Increase in recreation levy	10,225
Other various increases and decreases	7,668
Additional sundry revenue	(18,375)
Truck maintenance	(20,000)
Increased minor variance fee	(35,395)
Reduction in transfer to landfill reserve	(75,000)
	\$ 344,249

Growth and Assessment

The 2015 assessment roll for the taxation year 2016 will be received by the municipality by the second Tuesday in December. As a result, staff have calculated an estimated assessment to use in the estimated 2016 tax rate. Growth has been broken out into two forms: phase-in growth, and true growth (or growth from new construction). The phase-in growth is populated based on the MPAC estimation of the total phase in of each assessment type of properties in the four year assessment cycle. It is year three of the assessment cycle, which makes it easier for MPAC to calculate the phase-in assessment estimation. The true growth, or growth due to construction, has been estimated at the values of the first run of supplemental and omitted tax assessments for 2015. These values represent properties who have had construction which was not included in last year's assessment roll and subsequently did not receive a 2015 tax bill for the increase in value. These supplemental and omitted tax values will be added to the assessment roll which the Township will receive in December.

The phase-in growth is estimated at 0.64% and true growth is estimated at 0.47%. The total growth is estimated at 1.12%, which creates room in the budget equal to approximately \$76,754. The \$76,754 represents the amount the Township could increase the budget and have no impact on the municipal tax rate. Based on this estimated assessment base, and total budget increase of 5.0%, the tax rate for the Township (no education or County portion) would increase by 3.86%

		2015	Growth based on Q2 CVA estimate	2015	2016
		Roll	Roll	Supps/Omits	Roll Estimate
<u>TAXABLE ASSESSMENT</u>		CVA	CVA	1st run only	
Residential Taxable: Full	RT	1,769,684,581	1,779,964,263	8,722,033	1,788,686,296
Res. Taxable: Farmland 1	R1	43,500	43,500	-	43,500
Multi-Residential Taxable: Full	MT	1,276,750	1,276,750	-	1,276,750
Commercial Taxable: Full	CT	41,311,582	41,240,375	227,136	41,467,511
Commercial Taxable: Full	CM	1,590,500	1,590,500	-	1,590,500
Com. Taxable: Excess Land	CU	551,872	577,830	25,958	603,788
Com. Taxable: Vacant Land	CX	588,888	588,888	-	588,888
Com Taxable: Farmland 1	C1	68,750	68,750	-	68,750
Com.New Constrn: Full	XT	3,741,545	3,792,095	-	3,792,095
Com.New Constrn: Excess Land	XU	45,525	45,525	-	45,525
Industrial Taxable: Full	IT	2,370,528	3,282,083	-	3,282,083
Ind. Taxable: Excess Land	IU	143,750	143,750	-	143,750
Ind. Taxable: Vacant Land	IX	115,000	115,000	-	115,000
Com New Constrm Industrial:Full	JT	632,325	632,325	-	632,325
Pipeline Taxable: Full	PT	24,760,412	24,757,477	-	24,757,477
Farm Taxable: Full	FT	54,951,710	56,092,618	-	56,092,618
Managed Forest Taxable: Full	TT	2,977,508	2,926,327	-	2,926,327
		1,904,854,726	1,917,138,056	8,975,127	1,926,113,183

Departmental Operating Budgets

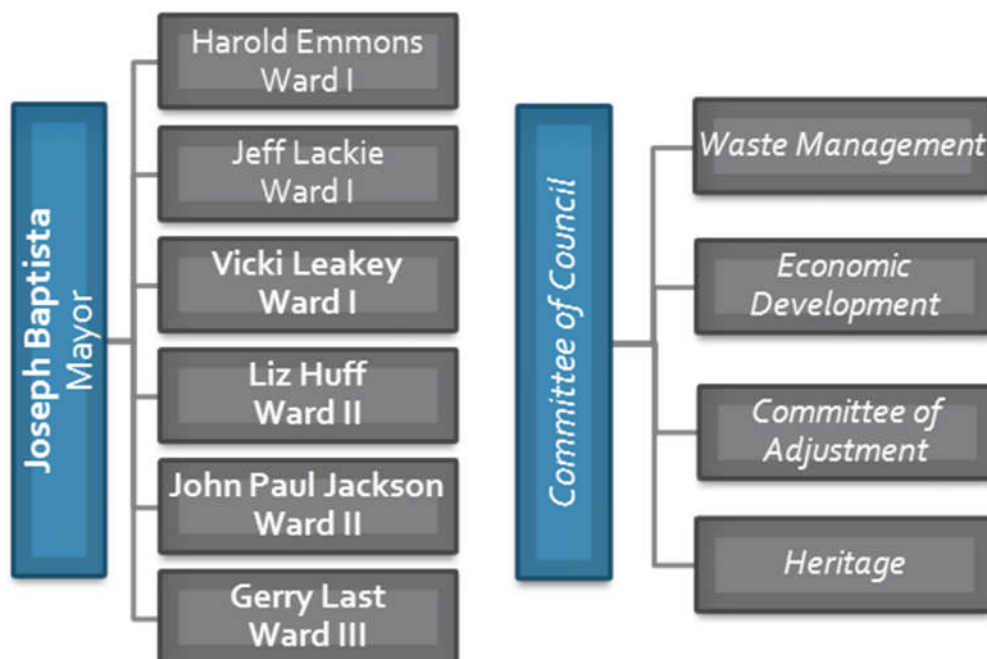
The next several pages will outline the departmental operating budgets for the Township. Below is a summary of the increases by department

	2015 Budget	2016 Proposed Budget	Budget Variance
GOVERNANCE AND POLITICAL SUPPORT			
TOTAL TAX LEVY	156,393	158,776	2,383
CORPORATE SERVICES			
TOTAL TAX LEVY	- 6,328,886	- 6,669,884	3,251
FIRE DEPARTMENT			
TOTAL TAX LEVY	1,015,772	1,018,648	2,876
PLANNING AND DEVELOPMENT			
TOTAL TAX LEVY	305,392	328,941	22,050
POLICE SERVICES			
TOTAL TAX LEVY	1,434,743	1,591,311	156,568
PUBLIC WORKS			
Roads Department			
TOTAL TAX LEVY	1,864,059	1,966,491	102,432
PARKS			
TOTAL TAX LEVY	154,913	186,700	31,787
SOLID WASTE MANAGEMENT			
TOTAL TAX LEVY	299,612	286,994	- 12,618
FACILITIES			
TOTAL TAX LEVY	215,679	211,788	- 3,891
RECREATION PROGRAMMING			
TOTAL TAX LEVY	202,192	216,175	15,583
EXTERNAL AGENCIES			
TOTAL TAX LEVY	624,551	646,799	22,247
OTHER SERVICES			
TOTAL TAX LEVY	55,580	57,262	1,682
TOTAL TAX LEVY CHANGE		344,249	344,249
TOTAL BUDGET PERCENTAGE CHANGE		5.0%	
TAX RATE CHANGE WITH ESTIMATED GROWTH		3.9%	

Governance and Political Support

Departmental Overview

Municipal Council has a representative, policy-making, and stewardship role to play in the municipality. The current term for the Township's Council is 2014 to 2018. The Council for the Township of Leeds and the Thousand Islands is made up of a Mayor and six Councillors.



Budget Summary by Division

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
GOVERNANCE AND POLITICAL SUPPORT					
Governance and Political Support					
Total Revenue	3,983	3,965	3,965	3,965	-
Total Expenditures	144,387	142,578	141,766	144,961	2,383
Total Tax Levy	140,404	138,613	137,801	140,996	2,383
Election					
Total Revenue	49,000	-	-	-	-
Total Expenditures	60,464	17,780	16,250	17,780	-
Total Tax Levy	11,464	17,780	16,250	17,780	-
TOTAL TAX LEVY	151,868	156,393	154,051	158,776	2,383

2016 Budget Initiatives and Challenges

The Governance and Political Support budget had no significant changes other than the adjustments for COLA and the impact of the changes to EI.

The Elections section had no changes in 2016, with the \$16,250 transfer to reserve to continue to accumulate for the 2018 election expenses.

2016 Change Analysis

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
GOVERNANCE AND POLITICAL SUPPORT					
Governance and Political Support					
Revenues					
Other Revenues	3,983	3,965	3,965	3,965	-
Total Revenue	3,983	3,965	3,965	3,965	-
Expenditures					
Honorarium	120,130	119,968	119,968	122,246	2,278
Benefits	1,299	4,710	4,710	4,815	105
Telephone	2,793	900	900	900	-
Training and Development	11,761	12,000	13,907	12,000	-
Meals	2,084	1,200	590	1,200	-
Advertising	346	1,000	5	1,000	-
Leases	1,878	-	-	-	-
Mileage	1,381	1,800	1,595	1,800	-
Miscellaneous	2,713	1,000	91	1,000	-
Total Expenditures	144,387	142,578	141,766	144,961	2,383
Total Tax Levy	140,404	138,613	137,801	140,996	2,383
Election					
Revenues					
From Election Reserve	49,000	-	-	-	-
Total Revenue	49,000	-	-	-	-
Expenditures					
Computer Maintenance	1,501	1,530	-	1,530	-
Election Expenses	58,964	-	-	-	-
Reserves	-	16,250	16,250	16,250	-
Total Expenditures	60,464	17,780	16,250	17,780	-
Total Tax Levy	11,464	17,780	16,250	17,780	-
TOTAL TAX LEVY	151,868	156,393	154,051	158,776	2,383

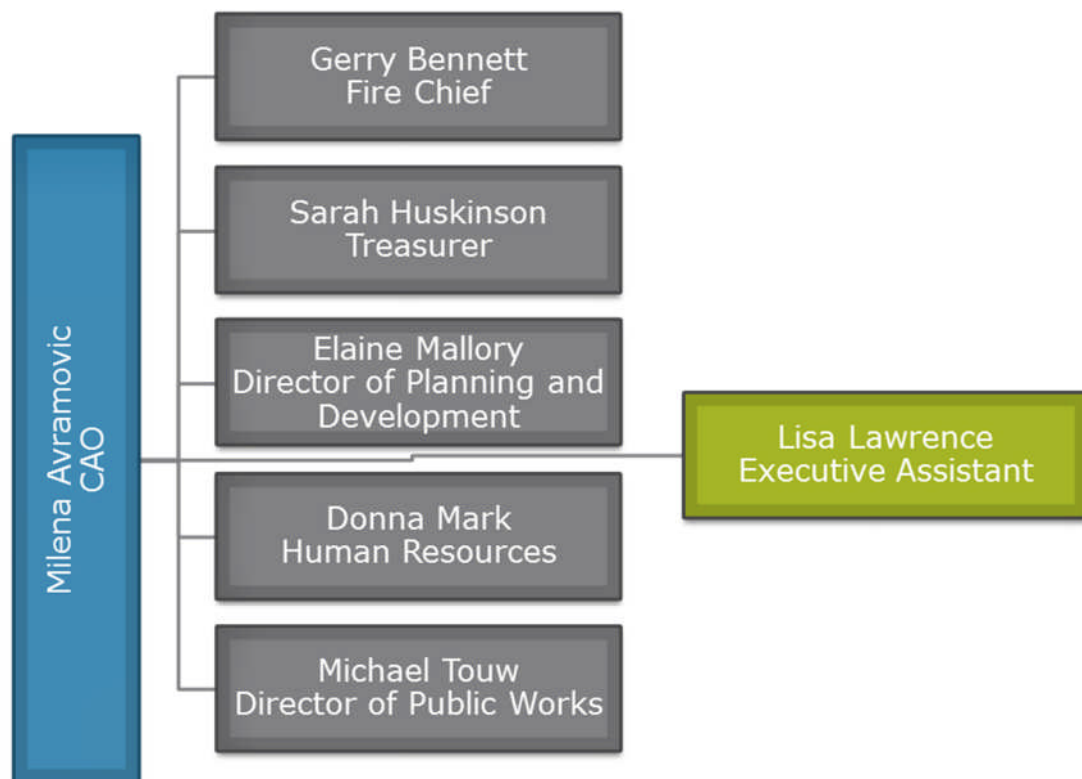
Corporate Services

Departmental Overview

The Corporate Services budget includes: the Office of the CAO; Human Resources; Treasury Department; Clerks Department; and, Information Technology.

The Office of the CAO is responsible to Council for the efficient administration of all Township activities. The CAO provides leadership and direction and is responsible for the co-ordination of information with all departments while ensuring that the policies of the municipality are effectively implemented.

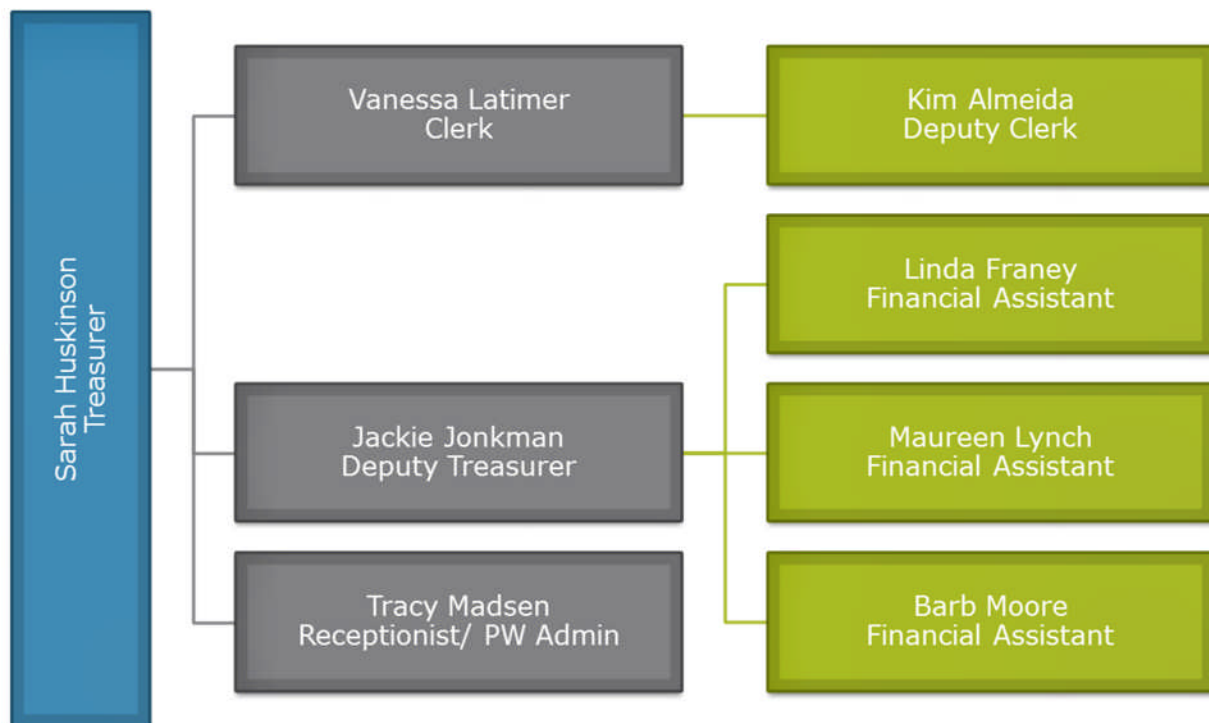
The Human Resources Department assists in the achievement of the Township's priorities with respect to health and safety, Township policies, and HR legislation.



The Treasury Department's function is to handle all the financial affairs of the Municipality in accordance with the Municipal Act, Generally Accepted Accounting Principles (GAAP), Township By-laws and Policies, and the Public Sector Accounting Board (PSAB) Principles. The Treasury Department handles matters involved in taxation billing, water and wastewater billing, accounts payable, accounts receivable, payroll, budgeting, benefits, insurance, and general accounting.

The Clerk's Department, as a part of the Treasury Department, is responsible for the legislative guidelines to Council and the CAO, in all matters pertaining to the conducting of Council and committee meetings. The Clerk's department is also responsible for all records of the Township, including all agendas, minutes, by-laws, policies, and agreements of the municipality.

The Information Technology function of the Township is managed through the Treasury Department and the functional requirements are contracted out to Zycom Technology Inc. Staff have been in contact with Zycom on the technological requirements in the operating and capital budgets for the Township.



Budget Summary by Division

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
CORPORATE SERVICES					
Corporate Management					
Revenues					
Total Revenue	10,225,801	10,534,125	10,598,166	10,495,635	- 38,490
Expenditures					
Total Expenditures	3,641,291	3,520,608	3,666,032	3,463,667	- 56,940
Total Tax Levy	- 6,584,510	- 7,013,517	- 6,932,134	- 7,031,968	- 18,450
Program Support					
Total Revenue	217,228	120,105	173,446	138,480	18,375
Total Expenditures	685,983	804,737	802,562	844,813	40,076
Total Tax Levy	468,755	684,632	629,116	706,333	21,701
TOTAL TAX LEVY		- 6,328,886	- 6,303,018	- 6,325,635	3,251

2016 Budget Initiatives and Challenges

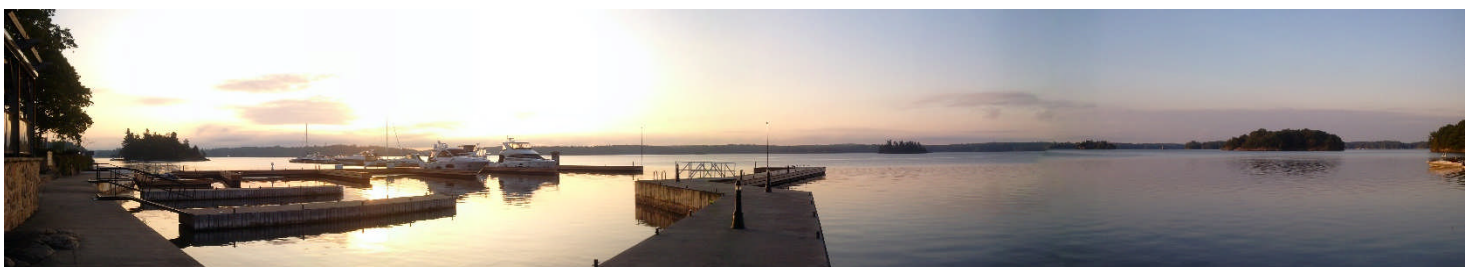
Ontario Municipal Partnership Fund (OMPF)

The OMPF is the Province's main transfer payment to municipalities. In 2012, the government announced a review of the OMPF and the phase-down of the program by 2016. The phase-down was part of the 2008 Provincial-Municipal Fiscal and Service Delivery Review agreement.

In 2014, the Township saw a reduction in their OMPF contributions by \$89,000, however, in 2015, the funding remained constant at \$907,700. Staff have analyzed the OMPF calculations, and there are multiple thresholds and indicators that are set by the Province, which makes estimation of the OMPF amount difficult. Staff anticipate having the 2016 notice in November of this year. As such, the OMPF grant has been left at the 2015 amount.

Payments in Lieu of Taxes (PIL)

Property owned by the provincial and federal government is not subject to regular property taxation but the revenue is generally based on the same premises as property taxes. The Payment in Lieu (PIL) of taxes for government entities are budgeted separately in the corporate services budget. The PIL revenue lines have been left constant with the 2015 amounts, as the assessment roll to be used in this calculation of the PIL's will not be received until mid-December. An adjustment may be made at that time to the anticipated revenue.



2016 Change Analysis

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
CORPORATE SERVICES					
Corporate Management					
Revenues					
Township - Taxes Billed	6,490,000	6,849,566	6,849,570	7,193,815	344,249
Township - Supplementals	71,252	40,000	71,252	40,000	-
PIL - Federal	75,875	49,000	75,875	49,000	-
PIL - Provincial	50,652	35,100	50,652	35,100	-
PIL - Other	192,381	167,000	192,381	167,000	-
PIL - Railway	10,235	9,200	10,235	9,200	-
Loan Repayment	-	30,000	-	-	- 30,000
Casino Revenue	1,701,215	1,675,000	1,675,000	1,675,000	-
Grants - OMPF	906,900	907,700	907,700	907,700	-
Federal Gas Tax Grant	276,352	268,619	268,619	268,619	-
Aggregate Resources Act Grant	22,275	35,000	38,509	35,000	-
Road Closing	1,200	1,200	600	1,200	-
Sundry	7,030	5,000	-	5,000	-
Penalty & Interest on Taxes	313,453	278,500	278,500	278,500	-
Tax Account Charges	10,650	15,700	10,750	15,700	-
Tax Certificate	5,390	5,300	6,281	5,300	-
Water (Frontage & Connection)	4,375	4,375	4,375	-	- 4,375
Sewer (Frontage & Connection)	4,115	4,115	4,115	-	- 4,115
From Contingency Reserve	2,500	70,000	70,000	70,000	-
From Grants Reserve	79,950	83,750	83,750	83,750	-
Total Revenue	10,225,801	10,534,125	10,598,166	10,839,884	305,759
Expenditures					
Taxation - Write Offs	57,323	50,000	50,000	50,000	-
Reserves - Capital	1,105,790	1,088,750	1,088,750	1,088,750	-
Reserves - Equipment	170,122	167,500	167,500	167,500	-
Reserves - Rec/Cultural	170,122	167,500	167,500	167,500	-
Reserves - Heritage	85,061	83,750	83,750	83,750	-
Reserves - Grants	85,061	83,750	83,750	83,750	-
Reserves - Contingency	85,061	83,750	83,750	83,750	-
Salaries	355,206	341,888	341,888	362,192	20,305
Benefits	103,773	98,505	98,505	104,750	6,245
Consultants	20,938	80,000	80,000	80,000	-
Solicitors	7,314	20,000	166,060	20,000	-
Auditors	25,373	22,500	22,662	22,500	-
Reserves - landfill closure	300,000	165,000	165,000	90,000	- 75,000
Reserves - tax rate stabilization	693,156	693,156	693,156	693,156	-
Levy	12,500	12,500	12,500	12,500	-
Charity Rebates	402	1,200	402	1,200	-
Water & Sewer Connection	8,490	8,490	8,490	-	- 8,490
Grants Reserve	79,950	83,750	83,750	83,750	-
Federal Gas Tax	275,650	268,619	268,619	268,619	-
Total Expenditures	3,641,291	3,520,608	3,666,032	3,463,667	- 56,940
Total Tax Levy	- 6,584,510	- 7,013,517	- 6,932,134	- 7,376,217	- 362,699

- \$30,000 rent for the ambulance at station #3 was moved to fire department budget.
- Removed water and sewer frontage and connection revenue and expenditure lines. The 40 year agreement is finished in 2016 which was charged on the tax bills in the village of Lansdowne.
- Reduced the transfer to landfill reserve by \$75,000 per Public Works report PW-041.

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
Program Support					
Revenues					
Administration Fees	28,002	22,145	3,518	22,145	-
Interest Earned	92,048	75,500	75,500	75,500	-
Lottery Licenses	1,261	2,100	778	2,100	-
NSF Charges	385	840	450	840	-
Permit Fees	120	120	40	120	-
Photocopy - Fax - Maps	63	500	25	500	-
Sundry	73,548	1,000	72,631	19,375	18,375
Rentals	6,275	6,400	9,005	6,400	-
From Capital Fund Reserve	5,000	5,000	5,000	5,000	-
From Building Reserve	-	5,000	5,000	5,000	-
From Contingency Reserve	3,027	-	-	-	-
From Tax Stabilization Reserve	7,500	1,500	1,500	1,500	-
Total Revenue	217,228	120,105	173,446	138,480	18,375
Expenditures					
Salaries	270,936	370,861	370,861	392,840	21,979
Overtime Salaries	2,111	-	-	-	-
Benefits	88,420	125,326	125,326	135,918	10,592
Employee Assistance Program	6,353	7,075	7,075	7,075	-
Bank Charges	914	60	60	60	-
Office Supplies	19,799	20,000	20,000	20,000	-
Office Equipment	11,818	7,000	7,673	7,000	-
Computer Maintenance	75,860	56,500	56,500	56,500	-
Maintenance fee - record mgmt	10,364	11,130	11,835	11,835	705
Telephone	17,736	16,480	16,480	16,480	-
Postage / Courier	29,189	30,200	30,200	30,200	-
Water	904	1,000	1,000	1,000	-
Subscription & Publications	2,670	2,500	2,500	2,500	-
Training and Development	14,209	15,000	15,000	20,000	5,000
Staff Events	8,322	4,200	4,200	4,200	-
Advertising	13,390	2,000	2,445	2,000	-
Insurance	34,376	36,017	36,330	37,818	1,801
Insurance Deductibles	4,270	10,000	5,665	10,000	-
Memberships / Licenses	8,661	12,000	9,997	12,000	-
Consultants	7,188	13,000	13,000	13,000	-
Reserves	1,000	-	-	-	-
Loan	39,139	38,438	38,438	38,438	-
Transfer to Greening Reserve	-	22,000	22,000	22,000	-
Mileage	3,175	2,000	2,932	2,000	-
Miscellaneous	5,015	250	2,555	250	-
Supplies	369	200	491	200	-
Contingency	5,527	-	-	-	-
Volunteer Appreciation Night	4,270	1,500	-	1,500	-
Total Expenditures	685,983	804,737	802,562	844,813	40,076
Total Tax Levy	468,755	684,632	629,116	706,333	21,701
TOTAL TAX LEVY		- 6,328,886	- 6,303,018	- 6,669,884	- 340,998

- Increase to the sundry revenue line. This is a yearly transfer from the water and sewer budget for administration and program support.
- Added \$5,000 to the training and development due to additional staff and required training.

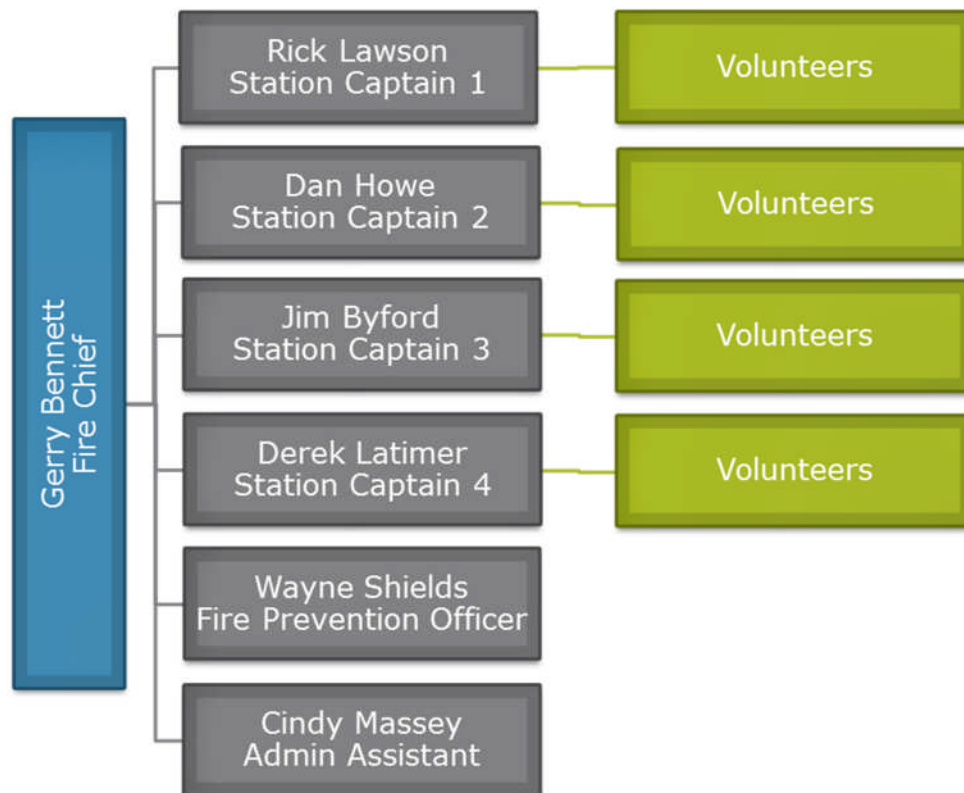
Fire Department

Departmental Overview

The Township of Leeds and the Thousand Islands Fire Services mandate is to efficiently and professionally provide fire prevention education and fire protection to the residents and visitors of the Township and surrounding areas. The fire services of the Township covers approximately 613 square kilometers.

The Township has various unique structures, services, and facilities within its boundaries, including villages, farms, islands, and major highways and railways. The fire services department responds to an average of 300 calls per year, which includes not only fire related calls but also emergency medical assist and vehicle accidents. The fire services department has an automatic aid agreement with the Town of Gananoque and the City of Kingston and mutual aid agreements with various townships within the County.

The Fire Training Centre, which is located in Lyndhurst, is a 10 acre space dedicated to providing excellent training and education for the development of the knowledge, skills and abilities of the township fire services, as well as to surrounding municipalities on a fee for service basis.



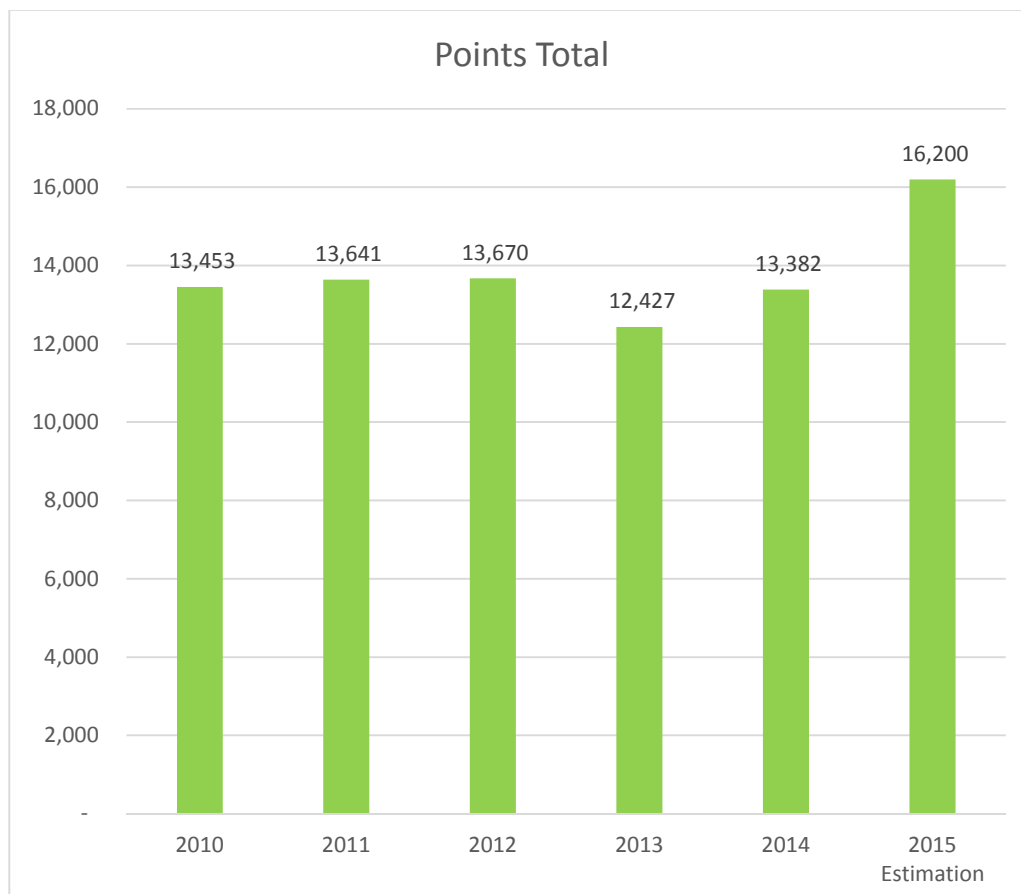
Budget Summary by Division

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
FIRE DEPARTMENT					
Fire Suppression					
Total Revenue	151,000	49,400	96,654	79,400	30,000
Total Expenditures	1,017,991	912,603	921,985	937,414	24,810
Total Tax Levy	866,992	863,203	825,331	858,014	- 5,190
Fire Training					
Total Revenue	67,900	25,200	44,550	25,200	-
Total Expenditures	138,522	109,725	124,189	110,141	416
Total Tax Levy	70,622	84,525	79,639	84,941	416
Emergency Preparedness					
Total Expenditures	68,907	68,044	67,903	75,694	7,650
Total Tax Levy	68,907	68,044	67,903	75,694	7,650
TOTAL TAX LEVY		1,015,772	972,873	1,018,648	2,876

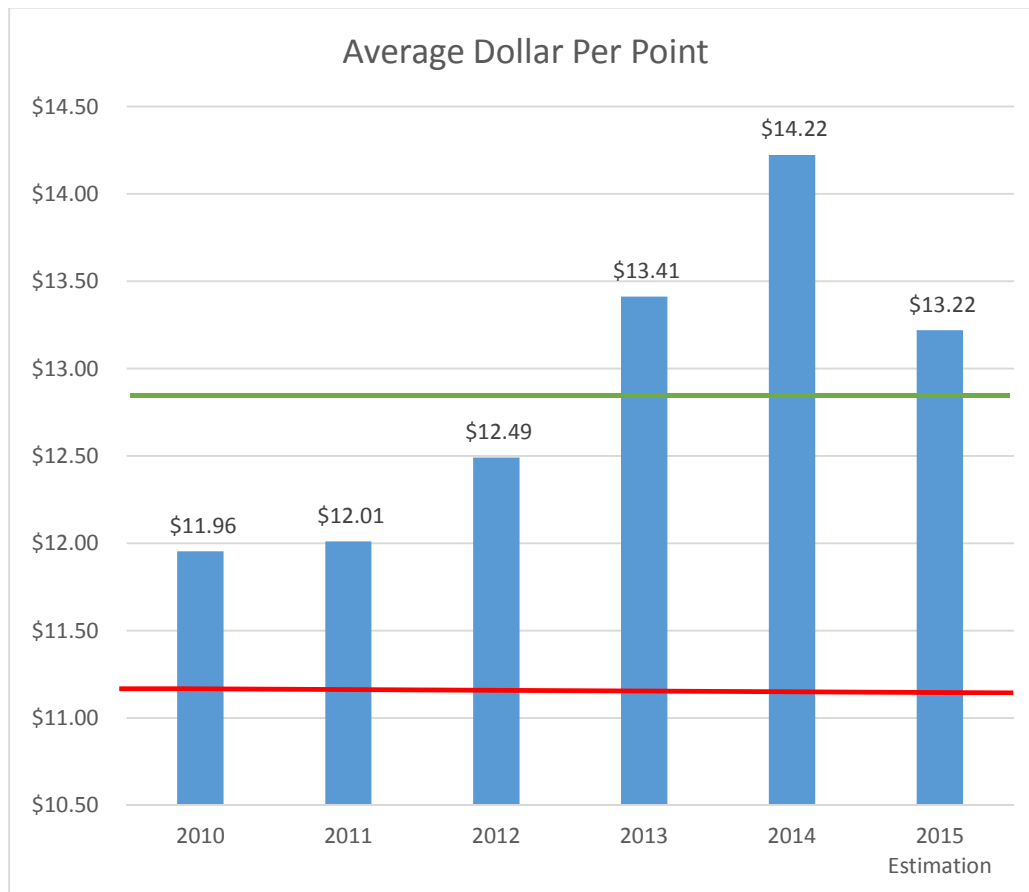
2016 Budget Initiatives and Challenges

The volunteer fire fighters are paid on a point basis. Each activity is assigned a point value and each activity is tracked by the fire services department for each volunteer.

The average dollar per point and point totals for each year vary based on the activities in the Township each year. The volunteers accumulate points for training and attending calls.



Staff recognize the importance of fair compensation to the fire department volunteers and the significance of their role in the municipality. In the past two years there have been additional recruits, which has subsequently increased the total number of volunteers. This is a great benefit to the Township as a whole, this causes the honorarium budget to be spread over additional volunteers. As a result, staff are recommending an additional \$6,000 be added to the honorarium line in the fire services budget, in addition to the COLA increase which has been applied.



- The green line above represents the average of the dollar per point for the past 6 years.
- The red line on the graph illustrates the minimum wage at \$11.25.

2016 Change Analysis

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
FIRE DEPARTMENT					
Fire Suppression					
Revenues					
Sundry	8,919	7,600	6,452	7,600	-
Rentals	41,963	-	40,328	30,000	30,000
Work Order Letters	18,556	300	1,583	300	-
Fire Calls - M.T.O.	81,562	41,500	48,290	41,500	-
Total Revenue	151,000	49,400	96,654	79,400	30,000
Expenditures					
Honorarium	218,312	214,165	214,165	224,234	10,069
Salaries	58,510	65,740	65,740	68,121	2,382
Benefits	45,618	33,666	33,666	34,967	1,302
Services of Fire Chief	66,973	61,166	61,166	65,279	4,113
Office Supplies	3,968	4,000	4,000	4,000	-
Computer Maintenance	3,494	5,500	2,539	5,500	-
Telephone	17,663	21,500	21,500	21,500	-
Postage / Courier	156	1,200	1,200	1,200	-
Heat / Hydro	86,212	67,000	69,903	70,000	3,000
Water	1,584	1,500	1,500	1,500	-
Water Testing	1,408	1,500	384	1,500	-
Subscription & Publications	414	500	-	500	-
Training and Development	33,903	18,000	34,262	18,000	-
Advertising	-	100	-	100	-
Insurance	31,770	33,287	33,287	34,951	1,664
Building Maintenance	37,256	25,000	27,606	25,000	-
Janitorial Supplies	10,509	9,200	6,517	9,200	-
Leases	533	-	534	600	600
Leases - Vehicle	5,176	3,880	3,880	3,880	-
Memberships / Licenses	455	1,000	445	1,000	-
Uniforms	15,312	20,000	20,000	20,000	-
Reserves - Capital	6,000	6,000	6,000	6,000	-
Fire Prevention	13,833	10,000	12,213	10,000	-
Fuel	10,487	41,000	15,102	41,000	-
Truck Maintenance	155,258	105,000	105,000	105,000	-
Equipment & Tools	47,179	30,000	30,000	30,000	-
Radio Maintenance	25,675	15,000	15,180	15,000	-
Mileage	4,100	500	218	500	-
Miscellaneous	372	500	6,884	500	-
Supplies	30,627	18,000	25,706	18,000	-
Levy	30,330	30,000	31,058	31,681	1,681
Grounds Maintenance	11,044	12,000	14,504	12,000	-
Protective Equipment	28,560	35,000	35,000	35,000	-
Turn Out Gear Cleaning	2,749	5,000	5,901	5,000	-
Rehabilitation	2,739	3,000	3,228	3,000	-
Medical	9,419	5,000	5,000	5,000	-
Volunteer Appreciation Night	394	8,700	8,700	8,700	-
Total Expenditures	1,017,991	912,603	921,985	937,414	24,810
Total Tax Levy	866,992	863,203	825,331	858,014	- 5,190

- The budget numbers for the Services of the Fire Chief have been obtained from the Town of Gananoque.
- A levy is paid to Front of Yonge for coverage in the east end of the Township. The levy increased slightly over the 2015 amount.

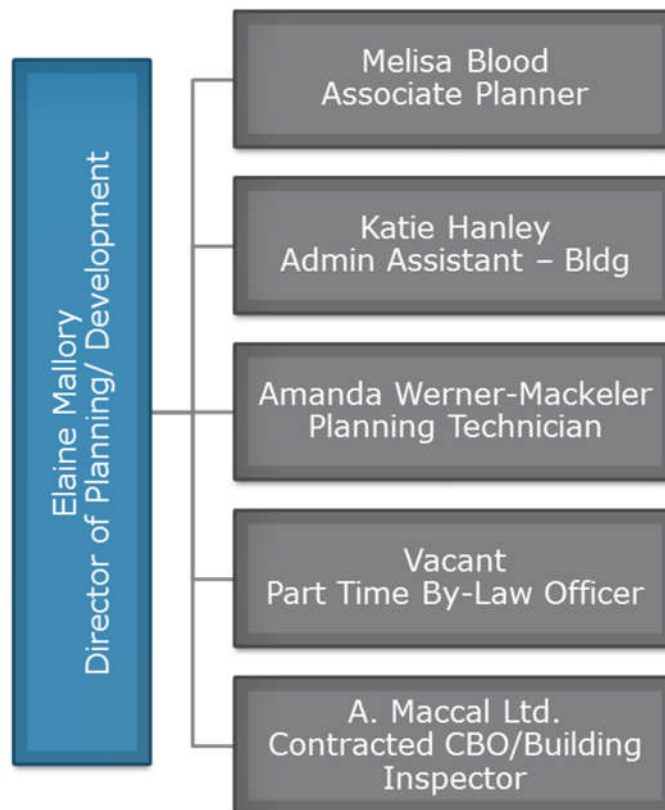
	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
Fire Training					
Revenues					
Rentals	-	200	-	200	-
Course Registrations	67,900	25,000	44,550	25,000	-
Total Revenue	67,900	25,200	44,550	25,200	-
Expenditures					
Office Supplies	-	1,500	-	1,500	-
Telephone	1,904	1,500	1,782	1,500	-
Heat / Hydro	9,697	4,000	5,075	4,000	-
Meals	8,875	5,000	7,771	5,000	-
Insurance	7,942	8,322	8,394	8,738	416
Building Maintenance	2,995	4,600	1,973	4,600	-
Loan	52,449	50,953	50,953	50,953	-
Propane	1,223	14,500	4,445	14,500	-
Mileage	-	-	288	-	-
Miscellaneous	133	2,000	2,000	2,000	-
Supplies	1,547	850	2,507	850	-
Instructor Fees	50,791	15,000	38,033	15,000	-
Grounds Maintenance	967	1,500	967	1,500	-
Total Expenditures	138,522	109,725	124,189	110,141	416
Total Tax Levy	70,622	84,525	79,639	84,941	416
Emergency Preparedness					
Expenditures					
Salaries	34,329	39,203	39,203	40,147	944
Benefits	12,377	12,797	12,797	13,277	480
Services of Fire Chief	2,609	10,794	10,794	11,520	726
Advertising	-	100	-	100	-
Miscellaneous	-	150	109	650	500
Emergency Planning	19,592	5,000	5,000	10,000	5,000
Total Expenditures	68,907	68,044	67,903	75,694	7,650
Total Tax Levy	68,907	68,044	67,903	75,694	7,650
TOTAL TAX LEVY		1,015,772	972,873	1,018,648	2,876

- The revenues and expenses of the fire training centre vary year over year, and as such, were not changed.
- The emergency preparedness budget is managed through the fire department the Certified Emergency Management Coordinator (CEMC) Kim Almeida and the alternate Maureen Lynch.
- A table top or field exercise is planned for 2016 as required by the Emergency Management and Civil Protection Act. The budget line for emergency planning has been increased by \$5,000 to cover this additional expenditure.

Planning and Development

Departmental Overview

The Planning and Development department consists of: the Building Department; By-law Enforcement; Economic Development; and, the Planning Department. The department is responsible for guiding development proposals to achieve the Township requirements, County Official Plan, and Provincial Policy Statement. The economic development function is Investment Readiness and promoting economic development activities. The by-law and building departments are committed to enforcement, of both the Township by-laws and Building Code.



Budget Summary by Division

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
PLANNING AND DEVELOPMENT					
Building Department					
Total Revenue	279,446	259,323	259,353	273,244	13,921
Total Expenditures	279,827	259,323	311,353	273,244	13,920
Total Tax Levy	382	0	52,000	0	- 0
By-Law Enforcement					
Total Revenue	1,005	2,900	17,960	3,200	300
Total Expenditures	47,452	54,644	69,155	61,643	6,999
Total Tax Levy	46,446	51,744	51,195	58,443	6,699
Dog Expenditures					
Total Revenue	4,782	6,100	4,873	6,100	-
Total Expenditures	10,142	11,250	11,147	8,250	- 3,000
Total Tax Levy	5,360	5,150	6,274	2,150	- 3,000
Committee of Adjustment					
Total Revenue	34,350	23,000	23,000	58,395	35,395
Total Expenditures	59,772	60,826	61,875	60,813	- 13
Total Tax Levy	25,422	37,826	38,875	2,418	- 35,408
Community Engagement					
Total Revenue	-	-		60,000	60,000
Total Expenditures				103,000	103,000
Total Tax Levy	-	-		43,000	43,000
Economic Development					
Total Expenditures	34,740	60,123	54,762	82,233	22,111
Total Tax Levy	34,740	60,123	54,762	82,233	22,111
Heritage Committee					
Total Revenue	-	-		3,500	3,500
Total Expenditures	6,068	27,984	17,870	29,685	1,702
Total Tax Levy	6,068	27,984	17,870	26,185	- 1,798
Planning Department					
Total Revenue	23,901	35,700	24,858	43,181	8,981
Total Expenditures	140,840	158,265	160,996	157,693	- 572
Total Tax Levy	116,939	122,565	136,138	114,512	- 9,553
TOTAL TAX LEVY	235,357	305,392	357,114	328,941	22,050

2016 Budget Initiatives and Challenges

Community Engagement

A new program “community engagement” was created in the planning and development department budget. The new program was created to separate and acknowledge the commitment by the Township to the various community programs and community groups. The four community groups, as requested, have been allotted \$2,000 each for administration expenses, including insurance. The \$30,000 set aside in the last year’s budget for community initiatives was moved to the new community engagement program line from the grants expenditures in program support. The Community Improvement Program (CIP) revenue and expenditure line has been added in the amount of \$60,000. Staff are recommending that the \$60,000 be funded from a CIP reserve, which will be funded from the council contingency reserve fund.

Planning and Economic Development

The planning fees for the 2016 budget have been adjusted per administration report AD-020-15. The planning fees are proposed to be increased in 2016, which will be subject to public meeting to be held early in 2016.

The associate planner position, which is currently a two year contract position which expires in the summer of 2016, has been included in the budget as a 1.0 FTE.

The economic development officer/ policy planner position has not been included in the 2016 operating budget. As directed by Council, a comprehensive comparative review is being completed. Completion of this review will likely be well into 2016. If Council approves the position in 2016, the position can be funded at that time, either through savings in the 2016 budget or transfer from reserve, as it will be for a partial year.

2016 Change Analysis

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
PLANNING AND DEVELOPMENT					
Building Department					
Revenues					
Permit Fees	252,166	229,683	229,683	267,594	37,911
Building Permit Renewal Fees	7,000	5,000	5,000	5,000	-
Work Order Letters	560	650	680	650	-
From Building Reserve	19,720	23,990	23,990	-	- 23,990
Total Revenue	279,446	259,323	259,353	273,244	13,921
Expenditures					
Salaries	68,073	66,238	66,238	68,122	1,884
Overtime Salaries	112	-	-	-	-
Benefits	19,832	21,650	21,650	22,548	898
Office Supplies	3,809	3,282	199	3,282	-
Office Equipment	2,327	400	1,125	1,500	1,100
Computer Maintenance	4,579	3,600	6,400	4,500	900
Telephone	-	1,100	-	-	- 1,100
Postage / Courier	-	800	-	-	- 800
Subscription & Publications	129	2,325	-	500	- 1,825
Training and Development	1,173	2,000	845	1,000	- 1,000
Advertising	242	500	232	500	-
Insurance	41,441	45,575	45,972	47,854	2,279
Transfer to Greening Reserve	-	3,000	3,000	3,000	-
Memberships / Licenses	351	500	-	500	-
Consultants	1,374	-	-	-	-
Solicitors	509	2,500	286	2,500	-
Reserves	20,000	-	-	-	-
For truck	-	6,700	6,700	6,700	-
Fuel	156	3,200	156	3,200	-
Truck Maintenance	3,184	2,000	51	500	- 1,500
Equipment & Tools	-	100	-	100	-
Mileage	93	300	-	300	-
Miscellaneous	20	200	-	200	-
Supplies	177	500	142	200	- 300
Contracted Jobs	112,247	92,853	158,357	106,237	13,384
Total Expenditures	279,827	259,323	311,353	273,244	13,920
Total Tax Levy	382	0	52,000	0	- 0

- Permit fees were increased by \$37,911 based on a 5 year average.
- Truck maintenance was decreased due to newer vehicles in the building department fleet.
- Increase to contracted jobs for 2016, based on a five year average of Chief Building Official and Building Inspector hours.

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
By-Law Enforcement					
Revenues					
Licences	2,932	2,300	2,527	2,300	-
Fines and Clean-ups	95	-	17,050	-	-
911 Signs	910	600	910	900	300
Total Revenue	1,005	2,900	17,960	3,200	300
Expenditures					
Salaries	7,277	4,838	4,838	41,141	36,303
Overtime Salaries	17	-	-	-	-
Benefits	1,388	1,405	1,405	15,501	14,096
Office Supplies	761	700	700	700	-
Telephone	-	-	-	900	900
Fuel	-	-	-	1,000	1,000
Computer Maintenance	-	-	-	-	-
Postage / Courier	-	-	-	-	-
Leases	-	-	-	-	-
Consultants	36,624	45,300	45,300	-	45,300
Solicitors	-	2,000	286	2,000	-
Contracted Jobs	1,116	-	16,625	-	-
Signs	270	400	-	400	-
Total Expenditures	47,452	54,644	69,155	61,643	6,999
Total Tax Levy	46,446	51,744	51,195	58,443	6,699
Dog Expenditures					-
Revenues					
Licences	3,652	6,000	3,773	6,000	-
Fines	1,130	100	1,100	100	-
Total Revenue	4,782	6,100	4,873	6,100	-
Expenditures					
Commission	71	100	100	100	-
Supplies	140	350	247	350	-
Contracted Jobs	6,028	3,000	3,000	-	3,000
Canine Control	3,313	7,000	7,000	7,000	-
Vet Fees Paid	590	800	800	800	-
Total Expenditures	10,142	11,250	11,147	8,250	3,000
Total Tax Levy	5,360	5,150	6,274	2,150	3,000

- o Decrease in consultants to be replaced by a part time By-Law Officer at 29 hours per week plus benefits, as approved by Council in August.
- o Addition of fuel and telephone expenses due to hiring of the part time by-law staff. These expenditures were previously covered by the contracted services.
- o Decrease in contracted jobs for the dog expenditure program, as this function will be with the new part time by-law officer.

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
Committee of Adjustment					
Revenues					
Minor Variance Fee	34,350	23,000	23,000	58,395	35,395
Total Revenue	34,350	23,000	23,000	58,395	35,395
Expenditures					
Salaries	39,583	39,558	39,558	41,026	1,468
Overtime Salaries	75	-	-	-	-
Benefits	11,901	13,158	13,158	13,777	619
Postage / Courier	-	700	-	-	- 700
Advertising	-	1,400	-	-	- 1,400
Memberships / Licenses	-	110	160	110	-
Mileage	2,451	2,000	2,000	2,000	-
Miscellaneous	3	100	3,199	100	-
Expenses	5,759	3,800	3,800	3,800	-
Total Expenditures	59,772	60,826	61,875	60,813	- 13
Total Tax Levy	25,422	37,826	38,875	2,418	- 35,408
Community Engagement					
Revenues					
Transfer from CIP reserve				60,000	60,000
Total Revenue	-	-		60,000	60,000
Expenditures					
Admin Fees Community Grps				8,000	8,000
Community Partners Initiative				30,000	30,000
Consultants				5,000	5,000
CIP				60,000	60,000
Total Expenditures				103,000	103,000
Total Tax Levy	-	-		43,000	43,000
Economic Development					
Expenditures					
Salaries	-	21,289	21,289	28,494	7,205
Benefits	-	6,184	6,184	7,590	1,406
Computer Maintenance	-	-	-	-	-
Telephone	-	-	-	-	-
Training and Development	345	2,700	562	2,700	-
Marketing	9,254	4,500	5,486	6,500	2,000
Advertising	2,987	2,000	0	-	- 2,000
Memberships / Licenses	686	950	700	950	-
Consultants	-	2,000	41	2,000	-
Special Projects	20,959	20,500	20,500	32,500	12,000
OLG Recognition Event	-	-	-	1,500	1,500
Miscellaneous	508	-	-	-	-
Total Expenditures	34,740	60,123	54,762	82,233	22,111
Total Tax Levy	34,740	60,123	54,762	82,233	22,111

- o Addition of \$8,000 in salaries and benefits for the hiring of a student in 2016 as presented in report AD-020-15.
- o Addition of \$12,000 in special projects for business outreach, community profile development, and investment readiness strategy training and support, as recommended by the Economic Development Committee.

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
Heritage Committee					
Revenues					
Grants				3,500	3,500
Total Revenue	-	-		3,500	3,500
Expenditures					
Salaries	3,537	7,258	6,456	7,396	138
Benefits	383	726	741	740	14
Training and Development	249	350	-	350	-
Advertising	963	1,700	-	1,700	-
Memberships / Licenses	165	150	198	200	50
Mileage	-	300	226	300	-
Supplies	692	5,500	52	5,500	-
Heritage Incentive Programs	-	10,000	10,000	10,000	-
Contracted Jobs	79	1,500	197	3,000	1,500
Museum	-	500	-	500	-
Total Expenditures	6,068	27,984	17,870	29,685	1,702
Total Tax Levy	6,068	27,984	17,870	26,185	- 1,798
Planning Department					
Revenues					
Amendment Fees	8,000	7,500	7,500	13,600	6,100
Sundry	2,257	5,000	5,000	5,000	-
Zoning Letters	332	10,000	770	700	- 9,300
Development Agreement	-	1,250	-	1,250	-
Consent Review Fee	7,100	7,000	6,713	12,070	5,070
Site Plan Fees	6,213	3,450	4,375	10,561	7,111
Official Plan Amendment	-	-	500	-	-
Total Revenue	23,901	35,700	24,858	43,181	8,981
Expenditures					
Salaries	76,222	89,492	89,492	91,910	2,417
Overtime Salaries	112	-	118	-	-
Benefits	27,328	29,292	29,292	30,458	1,166
Office Supplies	2,593	500	738	600	100
Office Expense Sundry	30	100	-	-	- 100
Computer Maintenance	-	-	-	2,000	2,000
Telephone	1,235	800	1,235	800	-
Postage / Courier	-	750	-	-	- 750
Subscription & Publications	139	700	352	700	-
Training and Development	2,041	4,500	4,500	4,500	-
Septic Inspections	299	3,000	-	-	- 3,000
Advertising	1,439	3,500	3,500	3,500	-
Insurance	-	2,406	-	-	- 2,406
Memberships / Licenses	2,098	2,000	2,316	2,000	-
Consultants	8,718	10,000	18,982	10,000	-
Solicitors	17,441	10,000	10,236	10,000	-
Fuel	-	525	26	525	-
Truck Maintenance	98	500	63	500	-
Mileage	121	100	88	100	-
Miscellaneous	3	100	55	100	-
Contracted Jobs	923	-	-	-	-
Total Expenditures	140,840	158,265	160,996	157,693	- 572
Total Tax Levy	116,939	122,565	136,138	114,512	- 9,553
TOTAL TAX LEVY	235,357	305,392	357,114	328,941	22,050

- o Addition of \$3,500 revenue for student grants to be received for the heritage student.

Police Services

Departmental Overview

Policing Services for the Township are provided by the Ontario Provincial Police (OPP). The local detachment, uniformed officers, and support staff are located within the municipality's boundaries. The services are undertaken under the authority of the Provincial Police Services Act. The OPP Billing model changed in 2014 which saw municipalities' OPP costs drop while other increase. The Township's OPP billing will increase, rather than decrease, over time.

Budget Summary by Division

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
POLICE SERVICES					
Police Services					
Total Expenditures	1,194,693	1,434,743	1,422,040	1,591,311	156,568
Total Tax Levy	1,194,693	1,434,743	1,422,040	1,591,311	156,568
TOTAL TAX LEVY	1,194,693	1,434,743	1,422,040	1,591,311	156,568

2016 Budget Initiatives and Challenges

Staff are in receipt of the 2016 OPP billing statement. The 2016 estimated costs for TLTI are projected to be \$1,796,311, which is a \$361,568 increase over the 2015 billing amount. If this increase was to be added to the budget as it stands, it would mean the tax rate would have to increase substantially. The increase in the OPP billing is due to the increase in households of 160 and the addition of a cost growth amount per property. The details of the 2016 OPP billing statement are included for reference.

In June of 2015, Council approved the transfer of a portion of the 2014 surplus into the Working Fund Reserve to be dedicated to the "smoothing out" of the increase to the OPP billing costs over the next few years. At that time, staff used the information available to estimate the 2016 OPP bill. The 2016 OPP billing estimate received is higher than was anticipated, however, the phase-in will be achieved sooner than anticipated. Therefore, staff are recommending using the money set aside in the working fund reserve in the following manner.

	2015	2016	2017	2018
Gross estimated costs		1,796,311	1,796,311	1,796,311
Transfer from reserve		(205,000)	(52,000)	-
Net expenditure	1,434,743	1,591,311	1,744,311	1,796,311
Increase (\$)		156,568	153,000	52,000
Increase (%)		11%	10%	3%

O.P.P. Annual Billing Statement

Leeds and the Thousand Islands Tp

Estimated cost for the period January 1 to December 31, 2016

Please see attachments for notes and additional information

			Cost per Property \$	Total Cost \$
Base Service				
	Property Counts			
	Household	5,903		
	Commercial and Industrial	284		
	Total Properties	<u>6,187</u>	193.07	1,194,524
Calls for Service	(see summaries)			
	Total all municipalities	\$ 143,818,773		
	Municipal portion	0.3594%	83.55	516,907
Overtime	(see notes)		8.13	50,279
Contract Enhancements	(see summary)		-	-
Court Security	(see summary)		-	-
Prisoner Transportation	(per property cost)		2.20	13,611
Accommodation/Cleaning Services	(per property cost)		4.73	29,265
Total 2016 Calculated Cost before Phase-In Adjustment			<u>291.67</u>	<u>1,804,586</u>
2016 Phase-In Adjustment Billing Summary				
2015 Estimated Billing Cost per Property			242.87	
2016 Calculated Cost per Property (see above)			<u>291.67</u>	
Cost per Property Variance	(Increase)		48.80	
2016 Cost Growth Amount (per property)			8.50	
2016 Adjustment (Maximum is \$40.00 per property)	(Increase)		<u>40.00</u>	
Actual 2016 Phase-In Adjustment			<u>0.30</u>	<u>1,879</u>
2016 Estimated Cost			<u>291.37</u>	<u>1,802,706</u>
Court Security Prisoner Transport Grant for 2016				<u>6,395</u>
Grand Total Billing for 2016				<u>1,796,311</u>
2016 Monthly Billing Amount				149,693

Prisoner Transportation

Prisoner Transport costs have been allocated to municipalities on a per property basis. The total estimated cost of municipal detachment staff providing prisoner transport services across the province has been calculated based on 2014 activities. The standard per property cost was calculated using the total of all OPP-policed municipal properties. Please be advised that these costs will be reconciled to actual 2016 hours and salary rates.

Accommodation

The municipal portion of the cost of provincially-owned detachment facilities has been allocated to municipalities on a per property basis. A standard province-wide rate has been set based on the total calculated municipal detachment costs and the property counts of municipalities requiring detachment facilities. The municipal detachment costs are based on the number of municipal officers and the per officer cost set in the 2015 Municipal Policing Cost-Recovery Formula.

Cleaning Services

Cleaning costs have been allocated to municipalities on a per property basis. The cost of the municipal portion of detachment caretakers, garage attendants and cleaning service contracts has been calculated and prorated based on the property counts of municipalities requiring these services.

Phase-in Adjustment

The municipal cost impacts of the revised municipal billing model will be phased in over a period of five years, 2015 to 2019. The 2016 phase-in adjustment is based on the comparison of the 2016 calculated cost per property to the 2015 adjusted cost per property plus a cost growth amount in accordance with O. Reg. 267/14 of the Police Services Act. See the table below for 2016 phase-in adjustment details:

2016 vs. 2015 Cost per Property	Phase-in cap applied	# of Municipalities
Increase greater than \$40	Maximum \$40 increase	119
0 to \$40 Increase	n/a	54
Decrease up to \$66.39	n/a	108
Decrease greater than \$66.39	Maximum \$66.39 decrease	42

Cost Growth Amount

The Cost Growth Amount has been calculated by using the current municipal FTEs and calculating the difference per property between the 2015 and 2016 Salary and Benefit Rates, Support Costs and Other Direct Operating Expenses in accordance with O. Reg. 267/14. For 2016 the Cost Growth Amount is \$8.50 per property.

Notes to 2016 OPP Municipal Cost Recovery Billing

Municipal Base Services and Calls for Service Costs

The Base Services and Calls for Service costs are the calculated costs of OPP members providing municipal policing services. The costs are determined based on the staffing in detachments and the municipal policing activities performed. Statistical analysis of activity in all applicable detachments is used to determine the municipal policing workload allocation of all detachment-based staff as well as the allocation of the municipal workload between base services and calls for service activity. For 2016 billing purposes the allocation of the municipal workload has been calculated to be 58.7% Base Services and 41.3% Calls for Service. Please refer to *Base Services and Calls for Service Cost Summary* for the total municipal Base Services and Calls for Service 2016 cost calculation.

Base Services

The Base Services costs represent municipal costs related to proactive policing services such as routine patrols, crime prevention, RIDE programs, training, administration, etc. The cost to each municipality is determined by the number of properties in the municipality and the standard province-wide average cost per property. The number of municipal properties is determined based on MPAC data; please refer to the property count definition attached *2016 OPP Municipal Policing Billing Property Count Definitions*. The calculation of the standard province-wide base cost per property is detailed on *Base Services and Calls for Service Cost Summary*.

Calls for Service

The Calls for Service costs represent the municipal costs related to policing services that are typically reactive in nature and usually require a police officer's attendance. A municipality pays a proportionate share of the total cost of municipal calls for service costs calculated for the province. A municipality's proportionate share of the costs is based on weighted time standards applied to the historical calls for service. The municipality's total weighted time is calculated as a percentage of the total of all municipalities.

Overtime

Municipalities are billed for overtime resulting from occurrences in their geographic area and a portion of overtime that is not linked specifically to a municipality, such as training. Municipalities are not charged for overtime identified as a provincial responsibility. The overtime activity for the calendar years 2012, 2013 and 2014 has been analyzed, applying the revised billing methodology, and averaged to forecast the 2016 costs. The costs incorporate the estimated 2016 salary rates and a discount to reflect overtime paid as time in lieu. The overtime costs incurred in servicing detachments for shift shortages have been allocated on a per property basis based on straight time. Please be advised that these costs will be reconciled to actual 2016 hours and salary rates.

Court Security

Municipalities with court security responsibilities in local courthouses have been billed court security costs based on the cost of the staff in the servicing detachment required to provide designated court security activities. 2016 costs have been based on 2014 security activity and security requirements specified by detachment staff. Please be advised that these costs will be reconciled to actual 2016 hours and salary rates.

2016 Change Analysis

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
POLICE SERVICES					
Police Services					
Expenditures					
Revenue	117,757		12,703	205,000	205,000
Policing Services	1,312,450	1,434,743	1,434,743	1,796,311	361,568
Total Expenditures	1,194,693	1,434,743	1,422,040	1,591,311	156,568
Total Tax Levy	1,194,693	1,434,743	1,422,040	1,591,311	156,568
TOTAL TAX LEVY	1,194,693	1,434,743	1,422,040	1,591,311	156,568

Public Works

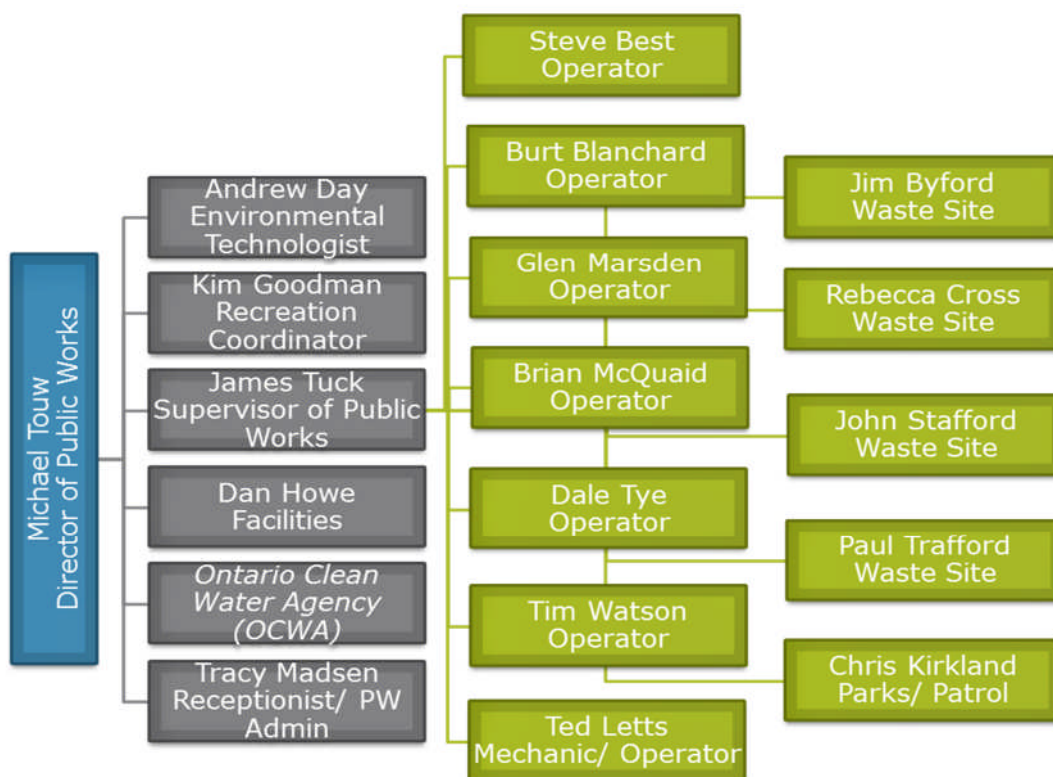
Departmental Overview

The Department of Public Works has diverse responsibilities within the Township which include: road and winter maintenance; waste management; water and wastewater management; parks; recreation; municipal drainage; facilities; and, energy management.

The Township has approximately 330 km of municipal roads under its control and jurisdiction. The public works department is responsible for summer and winter maintenance in order to comply with laws, regulations, and in the interest of public safety. The Township owns three operational landfill sites and one closed landfill site. The surface water and groundwater are monitored twice per year at all of the landfill sites. Annual reports are summarized and analysis are submitted to the Ministry of the Environment. The water and wastewater in the Village of Lansdowne is managed by the Ontario Clean Water Agency (OCWA). The water and wastewater system services approximately 300 households, an elementary school, library, community centre, and various businesses.

The municipal facilities owned by the Township include: Municipal Township Office; Lansdowne Community Building; Seeley's Bay Community Hall; Springfield House; Escott Hall; Lyndhurst Conservation Hall; Docks and Boat Ramps; Fire halls; and, Libraries

The recreation department coordinates programs such as soccer, badminton, swimming and various leisure interest programs. The Township shares in the net costs of the Lou Jeffries Arena in Gananoque. The Township has many parks throughout the municipality: Kendrick's; Centennial; Furnace Falls; Jerry Park; Bay of St. Lawrence; and, the Rockport Community Hall Grounds.



Budget Summary by Division

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
PUBLIC WORKS					
Roads Department					
Roads Administration					
Total Revenue	2,943	7,000	1,274	7,000	-
Total Expenditures	623,308	611,015	602,354	726,979	115,965
Total Tax Levy	620,365	604,015	601,080	719,979	115,965
Bridges & Culverts					
Total Expenditures	48,660	55,868	46,953	56,369	501
Total Tax Levy	48,660	55,868	46,953	56,369	501
Brushing					
Total Expenditures	22,085	63,667	31,857	64,843	1,176
Total Tax Levy	22,085	63,667	31,857	64,843	1,176
Culvert Thawing					
Total Expenditures	16,399	3,103	16,399	3,180	77
Total Tax Levy	16,399	3,103	16,399	3,180	77
Ditching					
Total Expenditures	16,513	22,983	15,859	23,195	212
Total Tax Levy	16,513	22,983	15,859	23,195	212
Dust Layer & Priming					
Total Expenditures	88,449	97,934	96,986	98,185	251
Total Tax Levy	88,449	97,934	96,986	98,185	251
Fleet Maintenance - Roads					
Total Expenditures	378,021	343,119	279,271	324,546	- 18,573
Total Tax Levy	378,021	343,119	279,271	324,546	- 18,573
Grading & Scarifying					
Total Expenditures	46,215	61,781	34,001	63,343	1,562
Total Tax Levy	46,215	61,781	34,001	63,343	1,562
Gravel Resurfacing					
Total Expenditures	1,384	8,708	5,098	8,940	231
Total Tax Levy	1,384	8,708	5,098	8,940	231
Hardtop Maintenance					
Total Expenditures	81,476	99,524	99,557	100,893	1,369
Total Tax Levy	81,476	99,524	99,557	100,893	1,369
Patching & Washouts					
Total Expenditures	22,395	20,259	13,744	20,664	405
Total Tax Levy	22,395	20,259	13,744	20,664	405
Renewable Energy					
Total Revenue	-	-		13,500	13,500
Total Expenditures	-	-		11,626	11,626
Total Tax Levy	-	-		- 1,874	- 1,874
Roadside Maintenance					
Total Revenue	100,000	200,000	200,000	200,000	-
Total Expenditures	161,014	270,281	270,281	271,843	1,562
Total Tax Levy	61,014	70,281	70,281	71,843	1,562
Safety Devices					
Total Expenditures	30,470	31,000	31,229	31,000	-
Total Tax Levy	30,470	31,000	31,229	31,000	-
Shoulder Maintenance					
Total Expenditures	2,897	14,814	3,323	15,199	386
Total Tax Levy	2,897	14,814	3,323	15,199	386
Signage					
Total Expenditures	9,322	22,199	28,448	18,450	- 3,749
Total Tax Levy	9,322	22,199	28,448	18,450	- 3,749

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
Snowplowing/Sanding Salting					
Total Expenditures	337,068	279,020	329,978	280,987	1,967
Total Tax Levy	337,068	279,020	329,978	280,987	1,967
Streetlighting					
Total Expenditures	24,973	29,000	18,556	29,000	-
Total Tax Levy	24,973	29,000	18,556	29,000	-
Winter Patrol					
Total Expenditures	23,224	36,784	37,280	37,749	964
Total Tax Levy	23,224	36,784	37,280	37,749	964
TOTAL TAX LEVY		1,864,059	1,759,899	1,966,491	102,432
PARKS					
Parks Administration					
Total Expenditures	42,360	54,509	54,047	60,320	5,811
Total Tax Levy	42,360	54,509	54,047	60,320	5,811
Bay of St. Lawrence Park					
Total Expenditures	4,019	6,030	5,094	6,280	250
Total Tax Levy	4,019	6,030	5,094	6,280	250
Centennial Park					
Total Revenue	9,605	-	-	-	-
Total Expenditures	20,634	7,812	16,082	7,924	112
Total Tax Levy	11,029	7,812	16,082	7,924	112
Community Beautification					
Total Expenditures	20,657	27,913	24,921	30,255	2,342
Total Tax Levy	20,657	27,913	24,921	30,255	2,342
Fleet Maintenance - Parks					
Total Expenditures	1,705	12,215	8,181	12,215	-
Total Tax Levy	1,705	12,215	8,181	12,215	-
Furnace Falls Park					
Total Expenditures	5,832	8,634	10,000	8,873	239
Total Tax Levy	5,832	8,634	10,000	8,873	239
Jerry Park					
Total Expenditures	17,797	20,016	18,274	42,108	22,092
Total Tax Levy	17,797	20,016	18,274	42,108	22,092
Kendrick's Park					
Total Revenue	7,427	11,000	12,573	11,000	-
Total Expenditures	33,444	24,819	29,108	25,634	815
Total Tax Levy	26,017	13,819	16,535	14,634	815
Lyndhurst Office Grounds					
Total Expenditures	1,492	1,160	1,282	1,209	49
Total Tax Levy	1,492	1,160	1,282	1,209	49
Rockport Community Hall Grounds					
Total Expenditures	845	2,805	1,366	2,881	76
Total Tax Levy	845	2,805	1,366	2,881	76
Seeleys Bay Marina					
Total Revenue	-	15,200	5,231	15,535	335
Total Expenditures		15,200	17,739	15,535	335
Total Tax Levy	-	0	12,509	0	0
TOTAL TAX LEVY		154,913	168,291	186,700	31,787

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
SOLID WASTE MANAGEMENT					
Garbage Collection					
Total Revenue	20,250	26,000	20,250	26,000	-
Total Expenditures	34,194	26,000	26,000	26,000	-
Total Tax Levy	13,944	-	5,750	-	-
Landfill Sites					
Total Revenue	352,129	330,700	337,530	338,465	7,765
Total Expenditures	559,646	630,312	555,750	625,459	- 4,853
Total Tax Levy	207,518	299,612	218,220	286,994	- 12,618
TOTAL TAX LEVY	221,462	299,612	223,970	286,994	- 12,618
FACILITIES					
Escott Hall					
Total Expenditures	11,496	9,878	9,036	10,432	554
Total Tax Levy	11,496	9,878	9,036	10,432	554
Lansdowne Community Building					
Total Revenue	4,605	4,800	3,930	4,800	-
Total Expenditures	59,290	69,639	54,450	69,715	76
Total Tax Levy	54,685	64,839	50,520	64,915	76
Rockport Recreation Center					
Total Expenditures	3,096	2,700	1,284	2,700	-
Total Tax Levy	3,096	2,700	1,284	2,700	-
Seeley's Bay Community Hall					
Total Revenue	2,969	2,000	1,896	2,000	-
Total Expenditures	44,122	36,535	35,138	36,682	147
Total Tax Levy	41,153	34,535	33,242	34,682	147
Springfield House					
Total Expenditures	46	1,500	-	1,500	-
Total Tax Levy	46	1,500	-	1,500	-
Township Office					
Total Expenditures	97,720	102,227	109,203	97,558	- 4,669
Total Tax Levy	97,720	102,227	109,203	97,558	- 4,669
TOTAL TAX LEVY	208,196	215,679	203,285	211,788	- 3,891
RECREATION PROGRAMMING					
Recreation Programs					
Total Revenue	-	-	16,750	-	-
Total Expenditures	191,348	174,183	177,286	185,550	12,967
Total Tax Levy	191,348	174,183	160,536	185,550	12,967
Basketball Programs					
Total Revenue	1,176	1,400	1,241	1,400	-
Total Expenditures	502	1,400	387	1,400	-
Total Tax Levy	- 674	-	- 854	-	-
Cemeteries					
Total Expenditures	7,064	8,123	8,123	8,374	251
Total Tax Levy	7,064	8,123	8,123	8,374	251
Community Events					
Total Expenditures	2,990	2,100	3,497	4,100	2,000
Total Tax Levy	2,990	2,100	3,497	4,100	2,000
Leisure Programs					
Total Revenue	26,397	26,700	26,700	26,700	-
Total Expenditures	37,885	34,550	33,371	34,550	-
Total Tax Levy	11,488	7,850	6,671	7,850	-
Soccer Programs					
Total Revenue	-	5,600	300	5,600	-
Total Expenditures	3,575	5,600	503	5,600	-
Total Tax Levy	3,575	-	203	-	-
Swim Programs					
Total Revenue	13,294	14,000	15,548	14,000	-
Total Expenditures	18,010	23,936	18,207	24,301	43 365
Total Tax Levy	4,716	9,936	2,659	10,301	365
TOTAL TAX LEVY	220,507	202,192	180,836	216,175	15,583

2016 Budget Initiatives and Challenges

Renewable Energy

A new program has been created for the solar energy projects which were installed in mid-2015. The revenue from the solar, which will be received from Hydro One, has been budgeted at \$13,500 per year. The principal and interest payments on the debt to pay for the solar installations, has been amortized over a 10 year period. Staff are recommending at this time that this be funded internally, and the revenue from the interest be booked in the program support budget.

Solid Waste Management

The recycling services contract is up for renewal in 2016, for another three year term, for which staff will be issuing an RFP. The Community Strategic Plan specifically names managing waste as a priority, and the expansion of the Township's waste reduction and diversion campaign. In the fall of 2015, Staff applied for a Building Canada Fund Grant for a hazardous waste transfer station in Lansdowne in an effort to increase the waste diversion rate, which is currently at 47%.



Roadside Maintenance

In 2015, Council approved a three year cycle to convert the Township's remaining gravel roads into limestone. An additional \$100,000 was added to the budget in 2015 for this purpose. 2016 is year two of this program, and will see an additional 25 kilometers converted to limestone.

2016 Change Analysis

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
PUBLIC WORKS					
Roads Department					
Roads Administration					
Revenues					
Sundry	1,054	-	-	-	-
Roads Revenue	1,889	7,000	1,274	7,000	-
From Tax Stabilization Reserve	-	-	-	-	-
Total Revenue	2,943	7,000	1,274	7,000	-
Expenditures					
Salaries	351,968	309,540	309,540	318,743	9,203
Overtime Salaries	- 426	16,175	2,782	16,175	-
Benefits	96,880	98,521	98,521	102,695	4,174
Office Supplies	824	600	222	600	-
Telephone	10,150	9,180	15,637	11,000	1,820
Postage / Courier	367	900	223	900	-
Heat / Hydro	41,565	30,065	35,641	35,641	5,576
Water	1,420	1,500	1,855	1,500	-
Water Testing	-	-	-	-	-
Subscription & Publications	480	500	597	500	-
Training and Development	7,002	12,500	14,531	15,000	2,500
Advertising	1,817	3,000	1,215	3,000	-
Insurance	70,952	73,834	74,477	77,526	3,692
Insurance Deductibles	-	5,000	-	5,000	-
Building Maintenance	19,236	9,000	7,133	9,000	-
Janitorial Supplies	3,100	4,000	2,536	4,000	-
Memberships / Licenses	535	1,000	993	1,000	-
Consultants	468	5,000	11,957	5,000	-
Solicitors	-	-	572	-	-
Truck Maintenance	387	-	331	-	-
Equipment & Tools	8,585	8,000	3,874	8,000	-
Radio Maintenance	2,794	-	-	-	-
Miscellaneous	466	500	105	500	-
Supplies	- 1,025	15,000	15,000	15,000	-
Contracted Jobs	5,762	7,000	4,612	7,000	-
Private Road Grant	-	-	-	25,000	25,000
Principal and Interest on Loan	-	-	-	64,000	64,000
Services (& Security Services)	-	200	-	200	-
Total Expenditures	623,308	611,015	602,354	726,979	115,965
Total Tax Levy	620,365	604,015	601,080	719,979	115,965

- Based on a heat/hydro analysis, an additional \$5,576 was added to this budget line.
- Council approved a private road grant in the summer of 2015 to begin in 2016. A budget line for \$25,000 has been added for this initiative.
- In the 2015 capital budget, Council approved funding the capital work on Kyes and Cliff Road to be funded through debt. Principal and interest of \$64,000 has been budgeted in 2016 for the repayment of this debt

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
Bridges & Culverts					
Expenditures					
Salaries	13,080	14,189	14,510	14,520	330
Overtime Salaries	1,407	500	651	500	-
Benefits	4,615	4,679	3,318	4,850	171
Supplies	20,078	26,000	18,891	26,000	-
Contracted Jobs	9,414	8,000	5,560	8,000	-
Maintenance	66	2,500	4,022	2,500	-
Total Expenditures	48,660	55,868	46,953	56,369	501
Total Tax Levy	48,660	55,868	46,953	56,369	501
Brushing					
Expenditures					
Salaries	8,370	33,290	11,076	34,065	775
Overtime Salaries	309	1,400	159	1,400	-
Benefits	6,329	10,977	2,871	11,378	401
Contracted Jobs	7,077	18,000	17,750	18,000	-
Total Expenditures	22,085	63,667	31,857	64,843	1,176
Total Tax Levy	22,085	63,667	31,857	64,843	1,176
Culvert Thawing					
Expenditures					
Salaries	10,487	2,183	10,487	2,234	51
Overtime Salaries	2,702	200	2,702	200	-
Benefits	2,669	720	2,669	746	26
Supplies	540	-	540	-	-
Total Expenditures	16,399	3,103	16,399	3,180	77
Total Tax Levy	16,399	3,103	16,399	3,180	77
Ditching					
Expenditures					
Salaries	5,485	6,003	2,253	6,143	140
Benefits	1,675	1,979	605	2,052	72
Contracted Jobs	9,354	15,000	13,000	15,000	-
Total Expenditures	16,513	22,983	15,859	23,195	212
Total Tax Levy	16,513	22,983	15,859	23,195	212
Dust Layer & Priming					
Expenditures					
Salaries	10,167	7,095	6,388	7,260	165
Overtime Salaries	674	500	500	500	-
Benefits	2,859	2,339	2,098	2,425	86
Supplies	74,749	88,000	88,000	88,000	-
Total Expenditures	88,449	97,934	96,986	98,185	251
Total Tax Levy	88,449	97,934	96,986	98,185	251
Fleet Maintenance - Roads					
Expenditures					
Salaries	53,021	40,385	40,385	41,325	940
Overtime Salaries	-	255	255	255	-
Benefits	15,381	13,316	13,316	13,803	487
Telephone (GPS)	-	9,000	9,000	9,000	-
Fuel	39,213	27,563	27,563	27,563	-
Diesel	124,101	120,750	120,750	120,750	-
Truck Maintenance	144,039	130,000	66,152	110,000	- 20,000
Radio Maintenance	2,266	1,850	1,850	1,850	-
Total Expenditures	378,021	343,119	279,271	324,546	- 18,573
Total Tax Levy	378,021	343,119	279,271	324,546	- 18,573

- The truck maintenance line has been reduced to account for the newer vehicle fleet.

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
Grading & Scarifying					
Expenditures					
Salaries	30,403	44,205	23,667	45,234	1,029
Overtime Salaries	3,450	3,000	3,781	3,000	-
Benefits	12,362	14,576	6,553	15,109	533
Total Expenditures	46,215	61,781	34,001	63,343	1,562
Total Tax Levy	46,215	61,781	34,001	63,343	1,562
Gravel Resurfacing					
Expenditures					
Salaries	362	6,549	4,276	6,701	152
Benefits	1,022	2,159	822	2,238	79
Total Expenditures	1,384	8,708	5,098	8,940	231
Total Tax Levy	1,384	8,708	5,098	8,940	231
Hardtop Maintenance					
Expenditures					
Salaries	42,159	38,747	38,747	39,649	902
Overtime Salaries	239	500	500	500	-
Benefits	13,161	12,777	12,777	13,244	467
Equipment Rentals	9,185	7,500	7,533	7,500	-
Supplies	16,733	40,000	40,000	40,000	-
Total Expenditures	81,476	99,524	99,557	100,893	1,369
Total Tax Levy	81,476	99,524	99,557	100,893	1,369
Patching & Washouts					
Expenditures					
Salaries	14,579	11,460	9,368	11,727	267
Overtime Salaries	2,917	1,020	351	1,020	-
Benefits	4,899	3,779	1,849	3,917	138
Supplies	-	4,000	2,176	4,000	-
Total Expenditures	22,395	20,259	13,744	20,664	405
Total Tax Levy	22,395	20,259	13,744	20,664	405
Renewable Energy					
Revenues					
Solar Revenue				13,500	13,500
Total Revenue	-	-		13,500	13,500
Expenditures					
Supplies				-	-
Principal and Interest				11,626	11,626
Maintenance				-	-
Total Expenditures	-	-		11,626	11,626
Total Tax Levy	-	-		- 1,874	- 1,874
Roadside Maintenance					
Revenues					
From Capital Fund Reserve	100,000	200,000	200,000	200,000	-
Total Revenue	100,000	200,000	200,000	200,000	-
Expenditures					
Salaries	20,435	44,205	44,205	45,234	1,029
Overtime Salaries	737	300	300	300	-
Benefits	10,122	14,576	14,576	15,109	533
Supplies	127,642	210,000	210,000	210,000	-
Contracted Jobs	857	-	-	-	-
Maintenance	1,222	1,200	1,200	1,200	-
Total Expenditures	161,014	270,281	270,281	271,843	1,562
Total Tax Levy	61,014	70,281	70,281	71,843	1,562

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
Safety Devices					
Expenditures					
Salaries	-	-	99	-	-
Benefits	23	-	27	-	-
Supplies	470	-	103	-	-
Railway Crossings	17,431	18,000	18,000	18,000	-
Protective Equipment	12,546	13,000	13,000	13,000	-
Total Expenditures	30,470	31,000	31,229	31,000	-
Total Tax Levy	30,470	31,000	31,229	31,000	-
Shoulder Maintenance					
Expenditures					
Salaries	1,105	10,915	2,085	11,169	254
Overtime Salaries	155	300	467	300	-
Benefits	1,637	3,599	770	3,731	132
Total Expenditures	2,897	14,814	3,323	15,199	386
Total Tax Levy	2,897	14,814	3,323	15,199	386
Signage					
Expenditures					
Salaries	4,897	7,095	8,125	7,260	165
Overtime Salaries	271	765	-	765	-
Benefits	1,925	2,339	1,707	2,425	86
Supplies	2,229	12,000	18,616	8,000	- 4,000
Total Expenditures	9,322	22,199	28,448	18,450	- 3,749
Total Tax Levy	9,322	22,199	28,448	18,450	- 3,749
Snowplowing/Sanding Salting					
Expenditures					
Salaries	72,131	55,665	72,131	56,961	1,296
Overtime Salaries	48,741	25,000	48,741	25,000	-
Benefits	29,106	18,355	29,106	19,026	671
Supplies	187,090	180,000	180,000	180,000	-
Total Expenditures	337,068	279,020	329,978	280,987	1,967
Total Tax Levy	337,068	279,020	329,978	280,987	1,967
Streetlighting					
Expenditures					
Heat / Hydro	20,949	20,500	16,792	20,500	-
Maintenance	4,024	8,500	1,764	8,500	-
Total Expenditures	24,973	29,000	18,556	29,000	-
Total Tax Levy	24,973	29,000	18,556	29,000	-
Winter Patrol					
Expenditures					
Salaries	15,584	27,287	27,287	27,922	635
Overtime Salaries	1,040	500	995	500	-
Benefits	6,600	8,998	8,998	9,326	329
Total Expenditures	23,224	36,784	37,280	37,749	964
Total Tax Levy	23,224	36,784	37,280	37,749	964
TOTAL TAX LEVY		1,864,059	1,759,899	1,966,491	102,432

- The signage line has been reduced as the backlog of signs were taken care of in 2015.

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
PARKS					
Parks Administration					
Expenditures					
Salaries	29,443	41,945	41,945	43,581	1,636
Benefits	8,195	7,686	7,686	8,143	456
Insurance	4,178	4,377	4,415	4,596	219
Leases	-	-	-	3,500	3,500
Protective Equipment	544	500	-	500	-
Total Expenditures	42,360	54,509	54,047	60,320	5,811
Total Tax Levy	42,360	54,509	54,047	60,320	5,811
Bay of St. Lawrence Park					
Expenditures					
Salaries	3,565	5,012	4,505	5,207	195
Benefits	398	918	501	973	55
Supplies	56	100	89	100	-
Total Expenditures	4,019	6,030	5,094	6,280	250
Total Tax Levy	4,019	6,030	5,094	6,280	250
Centennial Park					
Revenues					
Docking Fees	9,605	-	-	-	-
Total Revenue	9,605	-	-	-	-
Expenditures					
Salaries	8,891	3,934	9,531	4,037	102
Benefits	969	328	1,010	337	9
Heat / Hydro	1,562	550	931	550	-
Insurance	1,249	-	-	-	-
Building Maintenance	2,995	1,500	1,766	1,500	-
Miscellaneous	42	-	567	-	-
Supplies	496	250	235	250	-
Maintenance	4,429	1,250	2,041	1,250	-
Total Expenditures	20,634	7,812	16,082	7,924	112
Total Tax Levy	11,029	7,812	16,082	7,924	112
Community Beautification					
Expenditures					
Salaries	15,879	10,864	17,339	11,131	268
Overtime	-	991	44	991	-
Benefits	2,213	2,058	2,855	2,132	75
Directional Signs	-	10,000	-	10,000	-
Supplies	2,566	4,000	4,684	6,000	2,000
Total Expenditures	20,657	27,913	24,921	30,255	2,342
Total Tax Levy	20,657	27,913	24,921	30,255	2,342
Fleet Maintenance - Parks					
Expenditures					
Fuel	312	6,615	6,550	6,615	-
Telephone	-	-	-	-	-
Training and Development	943	-	524	-	-
Truck Maintenance	335	4,800	907	4,800	-
Protective Equipment	114	800	200	800	-
Total Expenditures	1,705	12,215	8,181	12,215	-
Total Tax Levy	1,705	12,215	8,181	12,215	-

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
Furnace Falls Park					
Expenditures					
Salaries	1,589	4,794	977	4,981	187
Benefits	173	878	107	931	52
Heat / Hydro	421	662	294	662	-
Building Maintenance	1,374	1,000	7,829	1,000	-
Supplies	2,275	1,300	794	1,300	-
Total Expenditures	5,832	8,634	10,000	8,873	239
Total Tax Levy	5,832	8,634	10,000	8,873	239
Jerry Park					
Expenditures					
Salaries	9,971	11,875	8,991	12,339	463
Benefits	1,104	2,176	1,011	2,305	129
Heat / Hydro	3,083	1,764	1,536	3,264	1,500
Water	788	600	881	20,600	20,000
Equipment & Tools	440	1,500	1,084	1,500	-
Supplies	947	600	209	600	-
Contracted Services	302	-	3,534	-	-
Maintenance	1,162	1,500	1,029	1,500	-
Total Expenditures	17,797	20,016	18,274	42,108	22,092
Total Tax Levy	17,797	20,016	18,274	42,108	22,092
Kendrick's Park					
Revenues					
Rentals	7,427	11,000	12,573	11,000	-
Total Revenue	7,427	11,000	12,573	11,000	-
Expenditures					
Salaries	25,102	16,342	16,749	16,980	637
Benefits	2,803	2,995	1,965	3,173	178
Telephone	1,178	1,000	764	1,000	-
Heat / Hydro	957	882	574	882	-
Building Maintenance	2,200	1,000	203	1,000	-
Miscellaneous	-	100	2,247	100	-
Supplies	1,204	2,500	6,606	2,500	-
Total Expenditures	33,444	24,819	29,108	25,634	815
Total Tax Levy	26,017	13,819	16,535	14,634	815
Lyndhurst Office Grounds					
Expenditures					
Salaries	1,343	981	1,156	1,019	38
Benefits	148	180	125	190	11
Total Expenditures	1,492	1,160	1,282	1,209	49
Total Tax Levy	1,492	1,160	1,282	1,209	49
Rockport Community Hall Grounds					
Expenditures					
Salaries	267	1,525	1,120	1,585	59
Benefits	29	280	246	296	17
Maintenance	550	1,000	-	1,000	-
Total Expenditures	845	2,805	1,366	2,881	76
Total Tax Levy	845	2,805	1,366	2,881	76

- Operating costs for the splash pad in Lansdowne have been added into the 2016 budget. Water has been added in the amount of \$20,000 and additional resources allocated to the hydro budget.

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
Seeleys Bay Marina					
Revenues					
Docking Fees	-	15,200	5,231	15,535	335
Total Revenue	-	15,200	5,231	15,535	335
Expenditures					
Salaries	-	11,820	11,835	12,127	307
Benefits	-	1,330	1,331	1,358	29
Heat / Hydro	-	550	-	550	-
Supplies	-	250	2,747	250	-
Maintenance	-	1,250	1,827	1,250	-
Total Expenditures		15,200	17,739	15,535	335
Total Tax Levy	-	- 0	12,509	0	0
TOTAL TAX LEVY		154,913	168,291	186,700	31,787

- The budget for the Seeley's Bay Marina remains status quo in 2016. A business case will be brought to Council in 2016 for a new dock structure and re-design of fees.

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
SOLID WASTE MANAGEMENT					
Garbage Collection					
Revenues					
Refuse Collection	20,250	26,000	20,250	26,000	-
Total Revenue	20,250	26,000	20,250	26,000	-
Expenditures					
Consultants	7,737	-	-	-	-
Contracted Jobs	26,458	26,000	26,000	26,000	-
Total Expenditures	34,194	26,000	26,000	26,000	-
Total Tax Levy	13,944	-	5,750	-	-
Landfill Sites					
Revenues					
Waste Labels Sold	160,695	160,000	170,980	160,000	-
User Fees	17,596	25,000	13,785	25,000	-
Recycling Revenue	99,003	90,000	90,000	90,000	-
Conditional Grants	12,445	-	-	-	-
Waste Amnesty Cards	7,390	-	7,765	7,765	7,765
Rentals - buffer land	-	700	-	700	-
From Tax Stabilization Reserve	55,000	55,000	55,000	55,000	-
Total Revenue	352,129	330,700	337,530	338,465	7,765
Expenditures					
Salaries	206,781	234,658	234,658	237,480	2,822
Overtime Salaries	155	-	-	-	-
Benefits	67,171	74,404	74,404	76,444	2,040
Office Supplies	11,842	5,600	-	5,600	-
Telephone	1,959	1,250	1,707	1,250	-
Heat / Hydro	2,363	2,400	1,345	2,400	-
Training and Development	737	-	789	-	-
Advertising	-	800	-	800	-
Insurance	3,533	3,700	3,732	3,885	185
Building Maintenance	6,010	4,000	3,909	4,000	-
Memberships	427	-	427	500	500
Consulting	12,807	15,000	-	15,000	-
Commission	14,207	12,000	12,000	12,000	-
Mileage	308	-	-	-	-
Equipment & Tools	2,199	5,000	905	5,000	-
Miscellaneous	819	-	-	-	-
Supplies	52,705	65,000	65,000	65,000	-
Contracted Jobs	13,865	45,000	1,927	25,000	- 20,000
Recycling	61,207	64,000	64,000	73,600	9,600
Maintenance	97,359	90,000	90,000	90,000	-
Waste Management Committee	1,321	5,000	-	5,000	-
Protective Equipment	1,870	2,500	946	2,500	-
Total Expenditures	559,646	630,312	555,750	625,459	- 4,853
Total Tax Levy	207,518	299,612	218,220	286,994	- 12,618
TOTAL TAX LEVY	221,462	299,612	223,970	286,994	- 12,618

- Decrease in contracted services based on a 5 year trend of expenditures.
- Recycling services contract is due for renewal in 2016 with anticipated increases.
- Waste amnesty card revenue added to reflect actuals.

FACILITIES					
Escott Hall					
Expenditures					
Heat / Hydro	9,592	7,000	7,872	7,500	500
Insurance	1,076	1,078	1,087	1,132	54
Building Maintenance	828	1,800	77	1,800	-
Total Expenditures	11,496	9,878	9,036	10,432	554
Total Tax Levy	11,496	9,878	9,036	10,432	554
Lansdowne Community Building					
Revenues					
Equipment Rentals	525	400	30	400	-
Rentals	4,080	4,400	3,900	4,400	-
Total Revenue	4,605	4,800	3,930	4,800	-
Expenditures					
Telephone	561	1,200	616	1,200	-
Heat / Hydro	29,202	37,485	34,415	37,485	-
Water	1,506	1,800	1,056	1,800	-
Advertising	-	750	-	750	-
Insurance	1,455	1,524	1,537	1,600	76
Building Maintenance	4,971	10,000	4,335	10,000	-
Janitorial Supplies	18,810	15,000	11,000	15,000	-
Equipment & Tools	1,426	500	397	500	-
Miscellaneous	45	100	209	100	-
Contract Jobs	366	-	-	-	-
Supplies	680	1,000	884	1,000	-
Services (& Security Services)	269	280	-	280	-
Total Expenditures	59,290	69,639	54,450	69,715	76
Total Tax Levy	54,685	64,839	50,520	64,915	76
Rockport Recreation Center					
Expenditures					
Water Testing	1,629	1,800	384	1,800	-
Building Maintenance	567	-	-	-	-
Leases	900	900	900	900	-
Total Expenditures	3,096	2,700	1,284	2,700	-
Total Tax Levy	3,096	2,700	1,284	2,700	-
Seeley's Bay Community Hall					
Revenues					
Rentals	2,969	2,000	1,896	2,000	-
Total Revenue	2,969	2,000	1,896	2,000	-
Expenditures					
Salaries	3,521	3,078	3,078	3,136	58
Benefits	359	308	308	314	6
Telephone	1,798	893	893	893	-
Heat / Hydro	11,166	10,000	9,017	10,000	-
Water Testing	1,188	1,600	384	1,600	-
Insurance	1,917	1,656	1,670	1,738	83
Building Maintenance	14,445	15,000	15,000	15,000	-
Janitorial Supplies	9,728	4,000	4,788	4,000	-
Total Expenditures	44,122	36,535	35,138	36,682	147
Total Tax Levy	41,153	34,535	33,242	34,682	147

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
Springfield House					
Expenditures					
Building Maintenance	46	1,500	-	1,500	-
Total Expenditures	46	1,500	-	1,500	-
Total Tax Levy	46	1,500	-	1,500	-
Township Office					
Expenditures					
Salaries	20,230	19,956	19,956	21,630	1,674
Benefits	1,233	2,417	2,417	2,511	95
Heat / Hydro	27,526	30,098	25,575	24,000	6,098
Water	1,566	1,500	1,566	1,500	-
Insurance	3,060	3,206	3,234	3,367	160
Building Maintenance	20,799	8,500	17,682	8,500	-
Janitorial Supplies	15,078	24,000	8,818	24,000	-
Reserves - Capital	5,000	5,000	5,000	5,000	-
Equipment & Tools	265	500	866	500	-
Mileage	-	5,000	885	3,000	2,000
Miscellaneous	30	1,100	333	1,100	-
Supplies	2,150	500	2,888	2,000	1,500
Contracted Jobs	254	-	19,984	-	-
Services (& Security Services)	528	450	-	450	-
Total Expenditures	97,720	102,227	109,203	97,558	4,669
Total Tax Levy	97,720	102,227	109,203	97,558	4,669
TOTAL TAX LEVY		215,679	203,285	211,788	3,891

- Decrease in the heat and hydro at the Township office anticipated in Q3/Q4 with proposed upgrades to the HVAC system.

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
RECREATION PROGRAMMING					
Recreation Programs					
Revenues					
Grants	-	-	16,750	-	-
Total Revenue	-	-	16,750	-	-
Expenditures					
Salaries	60,103	53,652	53,652	54,671	1,019
Overtime Salaries	420	-	-	-	-
Benefits	22,037	18,145	18,145	18,762	616
Office Supplies	1,076	300	300	300	-
Computer Maintenance	1,491	-	-	-	-
Telephone	1,297	1,200	553	1,200	-
Postage / Courier	64	-	720	-	-
Training and Development	1,062	3,500	679	3,500	-
Advertising	3,312	4,800	1,106	4,800	-
Insurance	21,127	22,136	22,329	23,243	1,107
Memberships / Licenses	558	-	-	-	-
Donations	500	750	550	750	-
Fuel	-	500	-	500	-
Truck Maintenance	126	750	63	750	-
Equipment & Tools	4,008	100	-	100	-
Mileage	282	100	781	100	-
Miscellaneous	12	150	137	150	-
Supplies	1,638	3,500	1,765	3,500	-
Levy	69,177	60,000	70,225	70,225	10,225
Subsidy	3,056	3,000	3,000	3,000	-
Total Expenditures	191,348	174,183	177,286	185,550	12,967
Total Tax Levy	191,348	174,183	160,536	185,550	12,967
Basketball Programs					
Revenues					
Registration Fees - Basketball	1,176	1,400	1,241	1,400	-
Total Revenue	1,176	1,400	1,241	1,400	-
Expenditures					
Advertising	-	100	-	100	-
Uniforms	-	500	-	500	-
Supplies	502	800	387	800	-
Total Expenditures	502	1,400	387	1,400	-
Total Tax Levy	- 674	-	- 854	-	-
Cemeteries					
Expenditures					
Salaries	3,157	3,078	3,078	3,136	58
Benefits	341	308	308	314	6
Insurance	3,566	3,737	3,737	3,924	187
Contracted Jobs	-	500	500	500	-
Maintenance	-	500	500	500	-
Total Expenditures	7,064	8,123	8,123	8,374	251
Total Tax Levy	7,064	8,123	8,123	8,374	251

- Recreation levy paid to Gananoque budgeted at \$67,775, Front of Yonge \$1,800 and Township of Athens \$650.

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
Community Events					
Expenditures					
Postage / Courier	-	100	-	100	-
Advertising	-	1,000	-	1,000	-
Supplies	2,990	1,000	3,497	3,000	2,000
Total Expenditures	2,990	2,100	3,497	4,100	2,000
Total Tax Levy	2,990	2,100	3,497	4,100	2,000
Leisure Programs					
Revenues					
Registration Fees - Leisure	26,397	26,700	26,700	26,700	-
Total Revenue	26,397	26,700	26,700	26,700	-
Expenditures					
Advertising	-	-	459	-	-
Equipment & Tools	551	1,000	223	1,000	-
Miscellaneous	258	50	-	50	-
Supplies	901	500	927	500	-
Instructor Fees	31,196	26,000	26,000	26,000	-
Contracted Jobs	4,979	7,000	5,762	7,000	-
Total Expenditures	37,885	34,550	33,371	34,550	-
Total Tax Levy	11,488	7,850	6,671	7,850	-
Soccer Programs					
Revenues					
Registration Fees - Soccer	4,170	5,100	-	5,100	-
Donations	675	500	300	500	-
Total Revenue	-	5,600	300	5,600	-
Expenditures	-	-	-	-	-
Advertising	-	100	-	100	-
Uniforms	2,173	2,000	-	2,000	-
Equipment & Tools	-	500	-	500	-
Supplies	1,402	3,000	503	3,000	-
Total Expenditures	3,575	5,600	503	5,600	-
Total Tax Levy	3,575	-	203	-	-
Swim Programs					
Revenues					
Other Grants	2,574	4,000	2,875	4,000	-
User Fees	1,006	-	-	-	-
Registration Fees - Swim	9,714	10,000	12,673	10,000	-
Total Revenue	13,294	14,000	15,548	14,000	-
Expenditures					
Salaries	12,545	17,442	12,100	17,773	331
Benefits	1,055	1,744	1,169	1,777	33
Training and Development	-	250	100	250	-
Advertising	192	-	-	-	-
Memberships / Licenses	360	200	95	200	-
Uniforms	-	300	317	300	-
Supplies	858	1,000	1,164	1,000	-
Contracted Jobs	-	-	261	-	-
Levy	3,000	3,000	3,000	3,000	-
Total Expenditures	18,010	23,936	18,207	24,301	365
Total Tax Levy	4,716	9,936	2,659	10,301	365
TOTAL TAX LEVY		202,192	180,836	216,175	15,583

External Agencies

Cataraqui Regional Conservation Authority

The Cataraqui Regional Conservation Authority's (CRCA) mandate is the conservation restoration, development, and management of renewable natural resources within its area of jurisdiction in partnership with its member municipalities and the Province of Ontario. The CRCA's expenditures are funded by the municipalities which it serves, with some funding provided by the Province of Ontario, charitable donations, and programming revenues.

The municipal levies which are paid to the CRCA are composed of general levies and special levies. The share of the general levies paid by each municipality is determined using the assessment base of the municipality as a percentage of the total assessment values of all the municipalities in the CRCA catchment. The special levies are charged against those municipalities which will receive a direct benefit from the expense or program involved.

The 2016 budget has not been received from the CRCA at this time. As a placeholder, the budget increase for the CRCA levy has been estimated at a 2% increase.

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
EXTERNAL AGENCIES					
CRCA					
Expenditures					
Levy	135,940	138,981	138,981	141,761	2,780
Total Expenditures	135,940	138,981	138,981	141,761	2,780
Total Tax Levy	135,940	138,981	138,981	141,761	2,780

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Library Services

The Library Services in the Township are supported primarily through municipal funding, with some grants available to the library for special projects. The Township has four libraries, with the main branch in Lansdowne and three other locations in Escott, Lyndhurst and Seeley's Bay. The Library also has a strong online presence with a variety of online eBooks and resources available from their website. The Library however, continues to offer a great selection of hard copy of resources, as well as offering quality programming for children and youth.

The Library is governed by a Library Board. The CEO of the Library presents a draft budget for approval from the Library Board, utilizing many of the same estimates the Township have used. Staff are in receipt of the 2016 board approved budget for the library and it is reflected in the budget document being presented to Council.

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
Library					
Revenues					
Conditional Provincial Grants	-	28,494	28,494	28,494	-
Library - Own Source Revenues	-	10,036	10,036	9,531	- 505
Library Special Grant Projects	-	10,000	10,000	10,000	-
Total Revenue	-	48,530	48,530	48,025	- 505
Expenditures					
Salaries	250,521	295,004	295,004	307,310	12,306
Benefits	49,004	45,684	45,684	47,590	1,906
Computer Maintenace	134	-	-	-	-
Insurance	11,948	11,832	11,832	12,424	592
Memberships/Licenses	186	-	-	-	-
Levy	118,696	-	-	-	-
Books, Audiovisual, Periodicals		43,500	43,500	44,550	1,050
Automation, Database		19,554	19,554	19,560	6
Buildings		19,238	19,238	20,244	1,006
Utilities		19,718	19,718	20,570	852
Communications		14,359	14,359	14,780	421
Administration, Programs		30,151	30,151	30,975	824
Equipment, Furnishings		19,000	19,000	19,000	-
Library Special Grant Projects		10,060	10,060	10,060	-
Consulting Fees		6,000	6,000	6,000	-
Total Expenditures	430,489	534,100	534,100	553,063	18,963
Total Tax Levy	430,489	485,570	485,570	505,038	19,468
TOTAL TAX LEVY	566,429	624,551	624,551	646,799	22,247

Other Services

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
OTHER SERVICES					
Communications					
Expenditures					
Marketing and Advertising	9,254	15,000	15,000	15,000	-
Miscellaneous	508	-	-	-	-
Total Expenditures	9,762	15,000	15,000	15,000	-
Total Tax Levy	9,762	15,000	15,000	15,000	-
Fenceviewers					
Revenues					
Administration Fees	-	500	-	500	-
Total Revenue	-	500	-	500	-
Expenditures					
Honorarium	-	750	-	750	-
Advertising	-	100	-	100	-
Commission	-	100	-	100	-
Solicitors	-	350	-	350	-
Supplies	-	50	-	50	-
Total Expenditures	-	1,350	-	1,350	-
Total Tax Levy	-	850	-	850	-
Health & Safety Committee					
Expenditures					
Office Supplies	-	100	-	100	-
Subscription & Publications	102	200	-	200	-
Training and Development	2,818	5,000	3,176	5,000	-
Miscellaneous	1,311	100	1,013	100	-
Total Expenditures	4,231	5,400	4,189	5,400	-
Total Tax Levy	4,231	5,400	4,189	5,400	-
Health Services					
Expenditures					
Doctor's Benefits	32,551	33,630	33,630	35,312	1,682
Total Expenditures	32,551	33,630	33,630	35,312	1,682
Total Tax Levy	32,551	33,630	33,630	35,312	1,682

	2014 Actual	2015 Budget	2015 Projected Year End	2016 Proposed Budget	Budget Variance
Livestock					
Revenues					
Livestock Awards	35,986	42,800	42,800	42,800	-
Total Revenue	35,986	42,800	42,800	42,800	-
Expenditures					
Supplies	-	-	-	-	-
Livestock Killed	35,241	40,000	40,000	40,000	-
Evaluator Fees	3,682	3,500	3,500	3,500	-
Total Expenditures	38,922	43,500	43,500	43,500	-
Total Tax Levy	2,937	700	700	700	-
Municipal Drain					
Revenues					
Municipal Drain Assessments	4,404	29,800	29,800	29,800	-
Total Revenue	4,404	29,800	29,800	29,800	-
Expenditures					
Salaries		5,500	5,500	5,500	-
Benefits		1,800	1,800	1,800	-
Consultants	1,886	7,500	7,500	7,500	-
Contracted Jobs	269	15,000	15,000	15,000	-
Total Expenditures	2,156	29,800	29,800	29,800	-
Total Tax Levy	- 2,248	-	-	-	-
Tile Drainage					
Revenues					
evenue	-	-	-	-	-
Tile Drainage	40,443	83,758	83,758	83,758	-
Total Revenue	40,443	83,758	83,758	83,758	-
Expenditures					
Principal	30,445	61,809	61,809	61,809	-
Interest Expenses	9,253	21,949	21,949	21,949	-
Total Expenditures	39,699	83,758	83,758	83,758	-
Total Tax Levy	- 744	-	-	-	-
TOTAL TAX LEVY		55,580	53,519	57,262	1,682

Capital Budget

A Capital Budget is defined as planned expenditures, to acquire, replace, and maintain capital assets, in order to support the many services provided by the Municipality. The capital assets of the Municipality are in essence owned by the residents and Staff are the stewards of the assets, charged with ensuring they are managed properly.

The capital budget being presented to Council for consideration is a three year capital plan. The total budgets for the next three years being proposed are: \$5,137,200 in 2016, \$4,967,700 in 2017 and \$3,517,450 in 2018. The adoption of a three year budget will allow staff to better plan for multi-year purchasing contracts, such as road reconstruction. This will allow the municipality to guarantee pricing over multiple years and acquire better pricing based on increased quantities of goods and services.

Carry forwards from 2015 have been identified, but the majority of the 2015 capital projects will be complete by the end of the year. This is a major accomplishment for Council and Staff.

The Capital Budget being presented shows the expenditure side only, no funding has been proposed. Staff will be bringing a report to Council in early November outlining a funding strategy for capital expenditures, which will include reserve balances and debt levels.



The following are good metrics for Council to consider when prioritizing capital projects:

Project Requirements – Is the project required to meet legal, compliance, or regulatory mandates?

Strategic Alignment – To what extent is the project aligned with the government's overall strategies?

Value to Citizens – How much value will the outcome of this project bring to our residents?

Operating Budget Impact – Are there any cost savings associated with the capital project or will the new capital expenditure mean more operating expenditures to taxpayers?

Budget Summary and Initiatives by Division

PROPOSED CAPITAL BUDGET				
CORPORATE SERVICES				
EXPENDITURES				
Project Name	Details	2016	2017	2018
Asset Management Plan	Comprehensive Asset Management Plan - due Dec. 31, 2016.	\$ 35,000	\$ -	\$ -
Information Technology	Refresh of hardware, network and storage	15,000	40,000	40,000
Records Management	Scanning and shredding of documents	100,000	-	-
Total		\$ 150,000	\$ 40,000	\$ 40,000

- A Comprehensive Asset Management Plan is required for the municipality to receive Gas Tax money from AMO. It is required by the end of 2016.

PROPOSED CAPITAL BUDGET				
FIRE DEPARTMENT				
EXPENDITURES				
Project Name	Details	2016	2017	2018
Equipment	Fire equipment replacement	\$ 40,000	\$ -	\$ -
Pumper	Replacement	-	400,000	-
SBCA	Self contained breathing apparatus	-	200,000	200,000
Tanker	Replacement	280,000	-	-
Tanker	Replacement	-	-	280,000
Utility Vehicles	Replacement of 4 with 3 trucks	100,000	-	-
Total		\$ 420,000	\$ 600,000	\$ 480,000

- The Fire Master Plan will be complete by the end of 2015. It should not change the Fire Capital budget.

PROPOSED CAPITAL BUDGET				
PLANNING AND DEVELOPMENT				
EXPENDITURES				
Project Name	Details	2016	2017	2018
RED Program	Signage (village entrance and way-finding) LED Main Street Lighting	\$ 9,000	\$ -	\$ -
Total		\$ 9,000	\$ -	\$ -

- RED program expenditures were approved in principal in 2015 for 2016.

PROPOSED CAPITAL BUDGET				
PUBLIC WORKS DEPARTMENT				
FLEET MANAGEMENT				
EXPENDITURES				
Project Name	Details	2016	2017	2018
Backhoe	Replace 2004	\$ 110,000	\$ -	\$ -
Chipper	Replace 1995	-	-	20,000
Computer	Replacement - Mechanic	2,000	-	-
Computer	Replacement - PW Supervisor	2,000	-	-
Grader	Replace 2005	-	-	275,000
Loader	Replace 2004	-	-	240,000
Park Mower	Replace 2007	-	40,000	-
Park trailer	Replace 2007	-	10,000	-
Patrol Truck - 1/2 ton	Replace 2002	-	-	30,000
Patrol Truck - 1/2 ton	Replace 2008 3/4 ton with 1/2 ton	35,000	-	-
Steamer	Replace 1990	25,000	-	-
Tandem Plow Truck	Replace 2006	230,000	-	-
Tandem Plow Truck	Replace 2006	230,000	-	-
Tandem Plow Truck	Replace 2007	-	230,000	-
Tandem Plow Truck	Replace 2007	-	230,000	-
Total		\$ 634,000	\$ 510,000	\$ 565,000

- o Replacement of the vehicles above follows the 10 year fleet management plan.

PROPOSED CAPITAL BUDGET				
PUBLIC WORKS DEPARTMENT				
PARKS AND RECREATION				
EXPENDITURES				
	Details	2016	2017	2018
Bay of St. Lawrence	Signage, bridge, minor improvements	\$ 7,500	\$ 50,000	\$ 5,000
Centennial Park	Washrooms/Canteen -replacement	10,000	10,000	-
Furnace Falls	Washroom upgrades	-	40,000	-
Jerry Park	Pavilion	250,000	-	-
Jerry Park	Sports fields renovations	-	100,000	-
Jerry Park	Washrooms (plus \$45k grant)	75,000	35,000	-
Total		\$ 342,500	\$ 235,000	\$ 5,000

- o Staff continue to apply for grants for projects where and when available.

PROPOSED CAPITAL BUDGET				
PUBLIC WORKS DEPARTMENT				
FACILITY MANAGEMENT				
EXPENDITURES				
Project Name	Details	2016	2017	2018
1 Jessie St	Drainage	\$ 50,000	\$ -	\$ -
1 Jessie St	Electrical repairs	30,000	-	-
1 Jessie St	HVAC replacement	-	80,000	-
1 Jessie St	Refurbishment/upgrades	-	200,000	250,000
1 Jessie St	Water heater	10,000	-	-
1233 Prince St	Exterior repairs	-	-	25,000
1233 Prince St	HVAC upgrades (grants possible)	40,000	-	-
Centennial Park	Ball Diamond lighting repairs (CF from 2015)	15,000	-	-
Centennial Park	Teepee Repairs (CF from 2015)	25,000	-	-
Escott Dome	Garage door	20,000	-	-
Escott Library	Carpet	-	-	15,000
Escott Library	Front door, fire escape	15,000	-	-
Escott Library	Roof, soffits	20,000	-	-
Fire Admin Building	Carpet	-	20,000	-
Fire Admin Building	Roof replacement - office wing	50,000	-	-
Fire Station 3	MicroFIT	32,000	-	-
Ivy Lea Dock	Upgrades (CF from 2015)	100,000	-	-
Lyndhurst Sand Dome	Repair and re-roof	80,000	-	-
PW Garage	Raise outlets, repair support columns	15,000	-	-
PW Garage	Second level repairs, upgrades	10,000	30,000	-
Seeley's Bay Dock	Upgrades (CF from 2015)	250,000	-	-
Seeley's Bay Hall	Carpet/flooring	-	10,000	-
Seeley's Bay Hall	Eaves trough, fire safety, water damage	35,000	-	-
Seeley's Bay Hall	Elevator repair	50,000	-	-
Seeley's Bay Hall	Kitchen upgrades	-	25,000	-
Seeley's Bay Hall	MicroFIT (offset by revenue)	32,000	-	-
Seeley's Bay Hall	Furnishings	10,000	-	-
Seeley's Bay Hall	Washroom upgrades	-	15,000	-
Total		\$ 889,000	\$ 380,000	\$ 290,000

- Business Plans are required for the Ivy Lea and Seeley's Bay Docks.
- 1 Jessie Street refurbishment/ upgrades subject to plan for the building, recreation, and library usage and needs. A plan to come to Council for approval in 2016. The remainder of the Jessie Street capital budget (drainage, electrical repairs, etc) are required.

PROPOSED CAPITAL BUDGET				
PUBLIC WORKS DEPARTMENT				
WASTE MANAGEMENT				
EXPENDITURES				
Project Name	Details	2016	2017	2018
Briar Hill Landfill	Closure	\$ 90,000	\$ 400,000	\$ -
Briar Hill Landfill	Land Acquisition	200,000	-	-
Briar Hill Landfill	Monitoring Network	1,500	1,500	1,500
Briar Hill Landfill	Transfer Station Improvements	17,000	-	-
Lansdowne Landfill	Closure	150,000	175,000	400,000
Lansdowne Landfill	Construction of transfer station	35,000	450,000	-
Lansdowne Landfill	Land Acquisition	250,000	-	-
Lansdowne Landfill	Monitoring Network	12,000	1,000	1,000
Escott Landfill	Closure	-	65,000	65,000
Escott Landfill	Monitoring Network	1,000	1,000	1,000
Escott Landfill	Transfer Station Improvements	17,000	-	-
Leeds Landfill	Monitoring Network	1,000	1,000	1,000
La Rue Mills Landfill	Monitoring Network	1,000	1,000	3,500
Source Protection	Monitoring wells for salt dome	6,200	-	-
Source Protection	MWs for aquifer characterization	-	-	9,300
Total		\$ 781,700	\$1,095,500	\$ 482,300

- The Waste Management capital budget is per Public Works report PW-047-15 as presented and approved by Council in August.

PROPOSED CAPITAL BUDGET				
PUBLIC WORKS DEPARTMENT				
ROAD CONSTRUCTION				
EXPENDITURES				
Project Name	Details	2016	2017	2018
Big Hill Road	SST	\$ -	\$ 48,600	\$ -
Boundary Road	Base and DST (6th C to CR13), w/ Kingston	-	100,000	-
Centennial Road	Tight blade and SST	108,000	-	-
Centre Street (Lansdowne)	Overlay	-	-	19,250
Cliff Street (Lansdowne)	Overlay	-	15,000	-
Cunningham Road	Base	180,000	-	-
Cunningham Road	DST	-	-	120,000
Cycling/activity trail	Construction on CR3	84,000	84,000	-
Deer Ridge Drive	Reconst./DST, 50%	84,000	-	-
Design Guidelines	Strategic Plan	10,000	10,000	-
Dulcemain Road	Base and DST	180,000	120,000	-
Ellisville Road	Base (CR3 to Long Point)	-	264,000	-
Ellisville Road	DST (CR3 to Long Point)	-	-	176,000
Ellisville Road	SST (CR32 to Long Point)	-	-	91,800
Escott/Rockport Culvert	Overlay (100m south end)	-	3,500	-
Escott/Rockport Culvert	Concrete repairs, Guardrail	82,000	-	-
Fairfax Road	SST	-	129,600	-
Fitzsimmons Drive	Base and DST	90,000	-	-
Granite Ridge Drive	Base and DST	90,000	-	-
Haskins Point Road	Ultrathin	38,500	-	-
Hillside (Seeleys Bay)	Overlay	15,000	-	-
Kyes Road North	SST	-	-	56,700
La Rue Mills	Base and DST	117,000	117,000	156,000
Lansdowne Main Streets	Redesign of CR3/King	20,000	150,000	150,000
Lower Oak Leaf	Patch and overlay	-	352,800	-
Maple Grove Road	SST	-	-	113,400
Marble Rock Bridge	Concrete repairs, overlay	-	295,000	-
Miller St (Lansdowne)	Overlay	30,000	-	-
Mountain Street Bridge	Replace	-	-	204,000
Old River Road	Base and DDT	75,000	75,000	100,000
Pelow Road Bridge	Replace	-	-	294,000
Pooles Resort Road	Overlay	-	10,500	-
Railway St East	Base and DST	72,000	-	-
Railway St West	SST	-	32,400	-
Red Horse Lake Road	SST	-	2,700	-
Sand Bay Road	Base and DST, CR3 to Russell	280,000	-	-
Short Point Road	Overlay	-	136,500	-
Sidewalks	Various locations - replacement	20,000	20,000	20,000
Slack Road	SST	81,000	-	-
Streetlights	Conversion to LED (CF from 2015)	150,000	-	-
Streetlights	Various locations - new install	15,000	10,000	10,000
Transportation Master Plan	Strategic Plan	20,000	20,000	-
Treehill Estates	Overlay and streetlights	10,000	-	144,000
Upper Oak Leaf	Patch and overlay	-	75,600	-
Willowbank Subdivision	Overlay	-	35,000	-
Woodvale Road	Overlay	59,500	-	-
Total		\$1,911,000	\$2,107,200	\$1,655,150

Fees and Charges

Schedule "A" General Licenses		
Description	2015 Fee	Proposed 2016 Fee
Adult Entertainment Parlours		
Adult Entertainment Parlours		
Initial license	\$1,500	\$1,500
Renewal	\$1,500	\$1,500
Operator of an adult entertainment parlour		
Initial license	\$5,000	\$5,000
Renewal	\$5,000	\$5,000
Owner (non-operator) of an adult entertainment parlour		
Initial license	\$5,000	\$5,000
Renewal	\$5,000	\$5,000
Owner/operator of an adult entertainment parlour		
Initial license	\$5,000	\$5,000
Renewal	\$5,000	\$5,000
Auctioneers and other persons		
Selling or putting up for sale goods, wares, merchandise or effects by public auction	\$100	\$100
Billiard, pool or bagatelle tables		
First one of each billiard, pool or bagatelle table	\$15	\$15
Second table of any kind	\$15	\$15
Third and each additional table of any kind	\$5	\$5
Refreshment vehicles		
Refreshment vehicles	\$350	\$350
Schedule "B" Animal Control		
Description	2015 Fee	Proposed 2016 Fee
Dog Tag for spayed or neutered dog	\$10	\$10
Dog Tag for spayed or neutered dog after April 30	\$15	\$15
Replacement for lost dog tags	\$2	\$2
Kennel license	\$75	\$75
Kennel license after April 30	\$85	\$85
The following amounts shall be paid to claim each dog seized and impounded upon being found running at large in the Township and in addition to those amounts all boarding fees charged by the Kennel and any veterinary service costs incurred respecting any treatment of injuries of any impounded dog must be paid at the time a dog is claimed		
Each dog claimed (and if necessary the purchase of dog tag) is \$100.		

Schedule "C" Building Permit Fees		
Description	2015 Fee	Proposed 2016 Fee
All dwelling types	\$14 per \$1000 value, min of \$86	\$18 per \$1000 value, min of \$136
Commercial, industrial, institutional	\$15 per \$1000 value, min of \$86	\$19 per \$1000 value, min of \$136
Accessory buildings/ structures	\$13 per \$1000 value, min of \$86	\$15 per \$1000 value, min of \$136
Agricultural buildings	\$10 per \$1000 value, min of \$86	\$10 per \$1000 value, min of \$136
Demolition permit	\$51	\$136
Annual permit renewal fee	\$103	\$103
Heating/ ventilation/ air conditioning systems (HVAC)	\$10 per \$1000 value, min of \$88	\$10 per \$1000 value, min of \$136
Transfer permit (no change from original plans)	\$77	\$77
Change of use permit	\$205 flat fee	\$205 flat fee
Solid fuel appliances	\$88	\$136
Swimming pool (plus deck value)	\$88	\$136
Heat pump	\$10 per \$1000 value, min of \$88	\$10 per \$1000 value, min of \$136
Plumbing permit	\$10 per \$1000 value, min of \$88	\$10 per \$1000 value, min of \$136
Occupancy/ final permit	\$103	\$103
File searches	\$52 per hour	\$52 per hour
Solar Panels		\$10 per \$1000 value, min of \$136
Administration fee to file a building permit application (to be applied to the permit fee if the building permit is issued)	\$77	\$136

Schedule "C" Building Permit Fees		
Description	2015 Fee	Proposed 2016 Fee
Construction started prior to obtaining a permit		
All types of construction		Double the normal fee, min \$500
Evaluation amounts for determining cost of construction		
3 season room/ porch/ veranda - contractors price or	\$26 per sq/ft	\$50 per sq/ft
Commercial/industrial/institutional	\$92 per sq/ft	\$92 per sq/ft
Covered deck	\$20 per sq/ft	\$30 per sq/ft
Deck	\$15 per sq/ft	\$15 per sq/ft
Farm Building	\$17 per sq/ft	\$30 per sq/ft
Garage/shed/accessory structure	\$26 per sq/ft	\$30 per sq/ft
Residence		
1st floor	\$123 per sq/ft	\$150 per sq/ft
All other floors	\$103 per sq/ft	\$120 per sq/ft
Building permit deposits		
Projects > \$50,000	\$500	\$500
Projects \$5,000 to \$50,000	\$100	\$100
Inspection requested - not ready (forfeited per occurrence)	\$100	\$100
Inspection - not called for (forfeited per occurrence)	\$100	\$100
Inspected - extra required (per occurrence)	\$100	\$100
Civic address		
Civic address blades	\$20	\$50
Civic address blade post	\$10	\$15

Schedule "D" Treasury Fees		
Description	2015 Fee	Proposed 2016 Fee
Tax certificates	\$50	\$50
Returned cheques	\$30	\$30
Black and white photocopies	\$0.25	\$0.25
Colour photocopies	\$0.50	\$0.50
Faxes	\$2	\$2
Maps	\$2	\$2
ROLL history books	\$5	\$5
Township pins	\$2	\$2
Duplicate tax bill or duplicate receipt	\$10	\$10
History search	\$55 per hour	\$55 per hour
Fence viewing administration fee	\$100	\$100
Tax sale tender packages	\$10	\$10

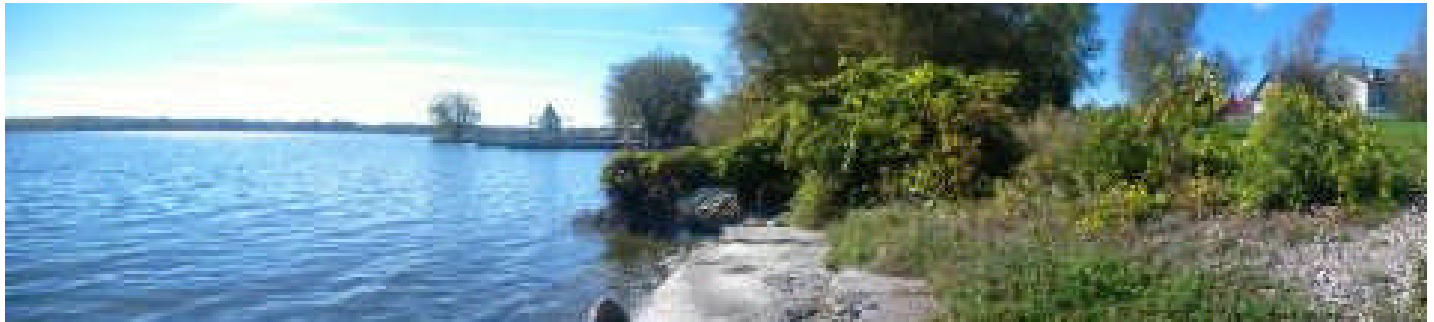
Schedule "F" Community Services		
Description	2015 Fee	Proposed 2016 Fee
Ball Fields - Adult Use		
Ball diamond rental, per diamond, per game	\$15	\$15
Tournament fees, per diamond, per day	\$150	\$150
Tournament cleaning deposit	\$250	\$250
Kendrick's Park		
Daily admission - adults	\$2	\$2
Daily admission - children	\$1	\$1
Season family pass	\$35	\$35
Pavilion Rental	\$40	\$40
Township residents daily admission	No charge	No charge
Lansdowne and Seeley's Bay Community Hall		
Hall - Friday or Saturday		
Whole day (4 hours or more)	\$175 plus	\$179 plus
Short term (4 hours or less)	\$75 plus	\$77 plus
Hall - Sunday through Thursday		
Whole day (4 hours or more)	\$75 plus	\$77 plus
Short term (4 hours or less)	\$40 plus	\$41 plus
Non-profit organizations	\$30 plus	\$31 plus
\$100 deposit required on all bookings		
Township offices, fire halls, and libraries		
Meeting rooms	\$30	\$31
Non-profit organizations	No charge	No charge
Tables and chairs	\$2 per table \$1 per chair	\$2 per table \$1 per chair
Coffee urn - 30 cup	\$5	\$5
Coffee urn - 100 cup	\$10	\$10
Fundraising activities for the community's youth will have a 20% discount off the rental fees.		
Forfeit of deposit		
Deposits will be retained when a cancellation of a facility rental is not done within 72 hours of the booking.		
Event tent rental		
10 x 10 tent	\$25 plus \$100 deposit	\$30 plus \$100 deposit
20 x 20 tent	\$50 plus \$300 deposit	\$60 plus \$300 deposit

Schedule "G" Landfill Disposal Site		
Description	2015 Fee	Proposed 2016 Fee
Baq tags	\$1.50 per label	\$1.50 per label
Tire disposal ticket (off rims)	No charge	No charge
Brush/ clean wood (brush 3" or under) No stumps, brush over 3" or treated wood	No charge	No charge
1/2 ton truck		
3 cu meters full load	\$110	\$110
1.5 cu meters half load	\$55	\$55
Trailer		
3 cu meters full load	\$110	\$110
1.5 cu meters half load	\$55	\$55
Amnesty card (up to 3 cu meters)	\$25	\$25
Schedule "H" Public Works Department		
Description	2015 Fee	Proposed 2016 Fee
Entrance Fee Permit		
Residential	\$150	\$153
Commercial	\$200	\$204
Oversize Load Permit		\$75
Road Cut Application		
Road 0 - 2.5 m ²		\$250
Road > 2.25 m ²		\$50
Sidewalk 0 - 2.5 m ²		\$275
Sidewalk > 2.25 m ²		\$75
Curb 0 - 2.5 m ²		\$225
Curb > 2.25 m ²		\$50

Schedule "I" Fire Department		
Description	2015 Fee	Proposed 2016 Fee
Reports, letters	\$50	\$50
Site inspection request		
Residential, daycares, group homes, etc	\$50	\$50
Commercial, LLBO	\$100	\$100
Re-inspection (each visit)	\$25	\$25
Response		
Emergency services response (per vehicle 1st hour)	MTO Rate	MTO Rate
Emergency services response (per vehicle each 1/2 hour after)	MTO Rate	MTO Rate
Apparatus standby at events (per vehicle per hour)	\$150	\$150
False alarms (after 2 in 2 months)	\$350	\$350
Open burning		
Contained open burn permit	No Charge	No Charge
Uncontained open burn permit	No Charge	No Charge
Attendance: No permit issued - officer only	\$100	\$100
Attendance: No permit issued - fire crew	MTO Rate	MTO Rate
Attendance: Failure to follow requirements of permit - officer only	\$100	\$100
Attendance: Failure to follow requirements of permit - fire crew	MTO Rate	MTO Rate
Attendance: out of control	MTO Rate	MTO Rate
Fire training courses		
Course fees based on any of the following components: accommodations; meals; supplies; administration fees.	Instructor costs; set up; rental fees;	

Schedule "K" Recreation Programs		
Description	2015 Fee	Proposed 2016 Fee
Red cross swimming lessons		
Per session	\$55	\$56
Full summer per child	\$133	\$136
Full summer for a family (max 5)	\$304	\$310
Bronze medallion swim program		
Fee per participant	\$138	\$141
Bronze cross swim program		
Fee per participant	\$92	\$94
Kendrick's program parent and tot swim		
Fee per child	\$26	\$27
Babysitters course		
Fee per child	\$46	\$47
First aid course		
Emergency first aid with CPR	\$92	\$94
Standard first aid with CPR	\$128	\$131
Basketball program		
All participants	\$41	\$42
Fitness Programs		
1 day per week	\$66	\$67
2 days per week	\$110	\$112
3 days per week	\$145	\$148
Boot Camp		
All participants	\$51	\$52
Minor Soccer Program		
Regular Fee - Spring	\$31	\$32
Regular Fee - Fall	\$21	\$21
Fit Pass		
10 classes	\$50	\$50
Key Deposit	\$25	\$25

Schedule "F" Community Services						
Seeley's Bay Dock						
2015 Fees						
Boat Length	Overnight	Overnight with hydro	Monthly	Monthly with hydro	Seasonal	Seasonal with hydro
12' to 17.9' or 3.6m to 5.4m	\$1.25/ft	\$1.50/ft	\$150	\$225	\$525	\$700
18' up to 27.9' or 5.5m to 8.4m	\$1.25/ft	\$1.50/ft	\$210	\$305	\$640	\$850
28' up to 50' or 8.5m up to 15.2m	\$1.25/ft	\$1.50/ft	\$300	\$395	\$900	\$1,200
2016 Fees						
Boat Length	Overnight	Overnight with hydro	Monthly	Monthly with hydro	Seasonal	Seasonal with hydro
12' to 17.9' or 3.6m to 5.4m	\$1.25/ ft	\$1.50/ft	\$150	\$225	\$525	\$700
18' up to 27.9' or 5.5m to 8.4m	\$1.25/ ft	\$1.50/ft	\$210	\$305	\$640	\$850
28' up to 50' or 8.5m up to 15.2m	\$1.25/ ft	\$1.50/ft	\$300	\$395	\$900	\$1,200



If there are any questions regarding any of the information presented in this document,
please contact:

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