

FORT FRANCES AIRPORT 2019 OPERATING BUDGET - DRAFT 1

GL codes	Account Title	2016 Budget Actuals 31-Dec-16	2017 Budget Approved	2017 Budget Actuals	2018 Budget Approved	2018 Budget Actuals 31-Oct-18	2019 Budget Draft No. 1 03-Dec-18	Variance 2019-2018	Remarks
	Revenues								Draft 1 - 2019 Budget as of December 3, 2018
	Federal Gov. Transport Operating Grant								
10-060-0660-0330-40586	Sundry Revenue	(\$46,826)	(\$41,463)	(\$45,213)	(\$44,863)	(\$33,060)	(\$44,863)	\$0	Call-outs, GPU starts, deicing services, new for 2018 \$2700 for crop harvesting
10-060-0660-0330-40586	Office Rent	(\$11,827)	(\$12,444)	(\$14,704)	(\$12,631)	(\$9,454)	(\$12,631)	\$0	Leased Counterspace or floor at \$393.10 per sq. meter per year in 2019
10-060-0660-0330-40589	Expense Recovery	(\$919)	(\$650)	(\$748)	(\$650)	(\$569)	(\$650)	\$0	Rental of garbage bins to other Airport hangars & operators
10-060-0660-0330-40611	Aviation Fuel/Oil	(\$287,918)	(\$310,000)	(\$304,391)	(\$280,000)	(\$259,595)	(\$280,000)	\$0	Mark-up of fuels based on quarterly survey results of other Airports prices.
10-060-0660-0330-40612	Aircraft Parking	(\$776)	(\$523)	(\$320)	(\$523)	(\$2,204)	(\$523)	\$0	2018 had a lot of MNRF Helicopters parking at the Airport
10-060-0660-0330-40613	Lot Leases	(\$16,145)	(\$9,000)	(\$18,299)	(\$13,062)	(\$15,604)	(\$13,062)	\$0	
10-060-0660-0330-40614	Landing Fees	(\$148,318)	(\$120,000)	(\$144,238)	(\$130,000)	(\$121,423)	(\$130,000)	\$0	Based on Bearskin's current schedule
10-060-0660-0330-40615	Plug-ins	(\$56)	(\$50)	(\$285)	(\$100)	(\$296)	(\$100)	\$0	
10-060-0660-0330-40620	General Terminal Fees	(\$28,469)	(\$28,762)	(\$28,746)	(\$29,238)	(\$20,590)	(\$29,238)	\$0	Based on Bearskin's current schedule
10-060-0660-0330-40672	Vending	(\$1,905)	(\$1,600)	(\$1,517)	(\$1,600)	(\$1,292)	(\$1,600)	\$0	
10-060-0660-0330-40693	Advertising Signs	(\$465)	(\$450)	(\$360)	(\$450)	(\$366)	(\$450)	\$0	
10-060-0660-0330-40695	Car Parking	(\$896)	(\$731)	(\$861)	(\$731)	(\$419)	(\$731)	\$0	More customers are being dropped off instead of parking at the Airport
10-060-0660-0330-40699	Passenger Facility Fee	(\$20,577)	(\$21,566)	(\$19,479)	(\$21,856)	(\$11,603)	(\$20,000)	\$1,856	Based on Bearskin's current schedule New Improvement Fee levied against outbound commercial charters
	Total Revenues	(\$565,097.39)	(\$547,239.41)	(\$579,163.52)	(\$535,704.00)	(\$476,475.12)	(\$533,848.00)	\$1,856	

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Draft 1 - 2019 Budget as of December 3, 2018									
	Airport Administration								
	Distributed Salaries/Wages	\$30,252							For 2013 only using one account for all wages - part time and full time except mechanics
	Distributed Benefits	\$9,878							
10-060-0660-1101-60013	Overtime	\$11,706	\$9,000	\$5,202	\$9,000	\$7,908	\$9,000	\$0	16 hours each statutory holiday @ \$ 43.53(average wage is 29.02/hr. *1.5) per hour or a total cost for 12 Stats. Is \$ 8357.76
	Paid Leave (Ber,Standby,Sick)	\$2,292							
	Vac, Stats, Holidays	\$22,662							
10-060-0660-1101-60010	Full-time Wages	\$154,490	\$186,667	\$209,786	\$189,568	\$168,907	\$193,768	\$4,200	O & F Manager \$5484.41 & Secretary \$1339.79
	Disability - Short/Long	\$7,084							
10-060-0660-1101-60055	Workers Compensation	\$3,663	\$4,130	\$4,347	\$4,501	\$4,095	\$6,687	\$2,186	
10-060-0660-1101-60025	Canada Pension Plan	\$7,999	\$8,479	\$8,941	\$8,781	\$8,625	\$9,237	\$456	
10-060-0660-1101-60030	Employment Insurance	\$3,643	\$3,426	\$3,783	\$3,524	\$3,812	\$3,487	(\$37)	
	Dental, Vision, Ext. Health	\$11,023							
10-060-0660-1101-60035	O.M.E.R.S.	\$18,232	\$19,362	\$19,831	\$20,820	\$17,352	\$20,213	(\$607)	
	Life Insurance	\$1,065							
10-060-0660-1101-60040	Employer Health Tax	\$3,813	\$3,978	\$4,219	\$4,095	\$3,703	\$4,161	\$66	
10-060-0660-1101-60020	Part Time Wages		\$16,739		\$20,219	\$294	\$19,764	(\$455)	P/T PW labourer 370 hours at \$26.11 per hour
10-060-0660-1101-60050	Employee Benefits		\$23,824	\$21,379	\$22,193	\$20,584	\$23,738	\$1,545	Sunlife/Manulife
10-060-0660-1101-71540	Equipment Rentals-owned	\$1,399		\$1,665		\$1,563		\$0	
10-060-0660-1200-71251	Communications	\$5,309	\$3,431	\$5,638	\$3,431	\$4,000	\$3,600	\$169	New communication arrangement as of Jan. 1st, 2014 - Bell/TbayTEL/Vianet/Radio Licence - Some equipment replaced in 2018 and 2019
10-060-0660-1200-71252	Postage/Freight	\$146	\$500	\$399	\$500	\$305	\$500	\$0	
10-060-0660-1400-71410	Office Supplies	\$3,361	\$3,000	\$3,100	\$3,000	\$2,085	\$3,000	\$0	

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									Draft 1 - 2019 Budget as of December 3, 2018
10-060-0660-1400-71412	Aviation Fuels/Oil	\$187,880	\$200,000	\$187,428	\$170,000	\$202,923	\$170,000	\$0	120,000 liters Jet-A1, 20,000 liters Avgas (current prices as of November 19, 2018 Jet A-\$0.98/L 100LL \$1.22/L) Lots of Fuel purchased in 2018 due to fires - No Change 2019
10-060-0660-1400-71425	Property Taxes	\$2,682	\$2,762	\$2,087	\$2,817	\$2,067	\$2,279	(\$538)	2019 - 3 year average
10-060-0660-1400-71472	Vending	\$2,999	\$3,000	\$3,613	\$3,000	\$2,768	\$3,000	\$0	
10-060-0660-1400-71480	Protective Clothing	\$1,482	\$1,500	\$1,161	\$1,500	\$1,417	\$1,500	\$0	Includes \$540 boot allowances
10-060-0660-1500-71523	Contracted Works		\$7,000	\$8,871		\$426		\$0	
10-060-0660-1500-71531	Conferences & Courses	\$2,435	\$5,000	\$1,413	\$5,000	\$1,815	\$5,000	\$0	Airport Supervisor attending AMCO conferences
10-060-0660-1500-71580	General Insurance	\$9,355	\$11,053	\$10,585	\$9,828	\$8,632	\$8,708	(\$1,120)	as per information supplied by Deputy Treasurer
10-060-0660-1500-71591	Advertising	\$150		\$711				\$0	
41-060-0660-1500-75350	Contribution to Capital			\$8,052				\$0	
10-060-0660-1600-71660	Bank Charges	\$446	\$400	\$446	\$400	\$334	\$400	\$0	
10-060-0660-1600-71661	Cash Short/Over	-\$1						\$0	
10-060-0660-1600-71665	Credit Card Discount	\$4,652	\$5,000	\$5,624	\$5,000	\$4,597	\$5,000	\$0	
	Total Administration	\$510,097.08	\$518,251.39	\$518,277.94	\$487,177.00	\$468,211.07	\$493,039.84	\$5,863	
	Vehicle Expenses								
	Distributed Wages	\$473							
	Distributed Benefits	\$156							
10-060-0660-2910-71582	Licences	\$108	\$108	\$120	\$120	\$120	\$120	\$0	Plates for one vehicle
	Total Vehicle Expenses	\$737.40	\$108.00	\$120.00	\$120.00	\$120.00	\$120.00	\$0	
	Building Maintenance								
	Full & Part-time Wages	\$363.56							All in administration account
	Distributed Benefits	\$120							
10-060-0661-1101-60015	Hourly Full Time			\$508	\$400	\$108	\$800	\$400	\$400 Airport Labour \$400 Tradesperson Labour
10-060-0661-1101-60013	Overtime					\$0		\$0	
10-060-0661-1101-60025	Employer CPP			\$23	\$17	\$5	\$53	\$36	
10-060-0661-1101-60030	Employer EI			\$9	\$7	\$2	\$20	\$13	
10-060-0661-1101-60035	Employer OMERS			\$45	\$38	\$10	\$113	\$75	
10-060-0661-1101-60040	Employer EHT			\$10	\$8	\$2	\$23	\$15	

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10-060-0661-1101-60050	Employer Benefits			\$74	\$42	\$0	\$134	\$92	
10-060-0661-1101-60055	Employer WSIB			\$15	\$8	\$4	\$38	\$30	
10-060-0661-1101-71540	Equipment Rental- owned	\$13		\$820		\$0		\$0	
10-060-0661-1400-71413	Furnace Oil	\$3,816	\$3,500	\$2,329	\$3,500	\$3,302	\$3,570	\$70	2% Increase for 2019
10-060-0661-1400-71419	Propane	\$7,690	\$8,500	\$8,655	\$6,375	\$4,318	\$6,375	\$0	No Change 2019 budget - new co-op agreement saw lower cost starting in 2018
10-060-0661-1400-71420	Hydro Charges	\$22,925	\$20,625	\$22,412	\$22,740	\$13,826	\$21,000	(\$1,740)	2019 Slight Reduction with account changed to FFPC lower rate in 2018
10-060-0661-1400-71421	Water/Sewer	\$883	\$1,000		\$1,000	\$48	\$800	(\$200)	Water testing of new well - 2017
10-060-0661-1400-71470	Janitorial	\$1,715	\$2,000	\$2,431	\$2,000	\$1,279	\$2,000	\$0	
10-060-0661-1500-71523	Contracted Services	\$4,772	\$5,000	\$3,311	\$5,000	\$2,824	\$5,000	\$0	Asselin - Garbage, Carpet Cleaning, Share Bear Rugs, Galbraith
10-060-0661-1500-71540	Equipment Rental- owned	\$3,913	\$2,000		\$2,000	\$405	\$2,000	\$0	
10-060-0661-1500-71543	Equipment/Leases	\$294				\$0		\$0	
10-060-0661-1500-71545	Repairs/Maintenance	\$1,267	\$4,000	\$284	\$4,000	\$2,058	\$4,000	\$0	
	Transfer to Reserves								
	Contribution to Capital								
	Building Maintenance	\$47,771.70	\$46,625.00	\$40,928.61	\$47,135.00	\$28,192.16	\$45,925.79	(\$1,209)	
	Aircraft Services								
	Full & Part-time Wages	\$438.46						\$0	All in administration account
	Distributed Benefits	\$145						\$0	
								\$0	
	Grounds Maintenance								
	Full & Part-time Wages								All in administration account
	Distributed Benefits								
	Vehicle Maintenance - PW Mechanics								PW Mechanics transfer to administration accounts
	Benefits								PW Mechanics transfer to administration accounts
10-060-0662-1101-60010	Hourly Full Time			\$1,214	\$100	\$0	\$100	\$0.00	
10-060-0662-1101-60013	Overtime					\$0		\$0.00	
10-060-0662-1101-60025	Employer CPP			\$51	\$4	\$0	\$4	\$0.38	

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		Actuals	Approved	Actuals	Approved	Actuals	Draft No. 1	2019-2018	Draft 1 - 2019 Budget as of December 3, 2018
		31-Dec-16				31-Oct-18	03-Dec-18		
10-060-0662-1101-60030	Employer EI			\$23	\$2	\$0	\$2	(\$0.35)	
10-060-0662-1101-60035	Employer OMERS			\$96	\$9	\$0	\$9	\$0.41	
10-060-0662-1101-60040	Employer EHT			\$21	\$2	\$0	\$2	(\$0.05)	
10-060-0662-1101-60050	Employer Benefits			\$51	\$11	\$0	\$11	\$0.19	
10-060-0662-1101-60055	Employer WSIB			\$34	\$2	\$0	\$3	\$1.15	
10-060-0662-1101-71540	Equipment Rentals - Owned	\$323				\$0		\$0.00	
10-060-0662-1200-71252	Freight	\$21				\$0		\$0.00	
10-060-0662-1400-71417	Diesel Fuel	\$4,693	\$8,512	\$6,886	\$8,512	\$3,935	\$8,512	\$0.00	2019 no change draft 1
10-060-0662-1400-71418	Gasoline	\$2,075	\$3,192	\$2,289	\$3,192	\$2,305	\$3,192	\$0.00	2019 no change draft 1
10-060-0662-1400-71427	Crack Sealing	\$15,000	\$15,000	\$15,000	\$20,000	\$20,000	\$20,000	\$0.00	Increase in 2018 to stay caught up
10-060-0662-1400-71428	Line Painting					\$0	\$0	\$0.00	No runway line painting required
10-060-0662-1400-71429	Airfield Lighting	\$3,139	\$3,000	\$2,953	\$3,000	\$2,448	\$3,000	\$0.00	
10-060-0662-1400-71451	Vehicle Parts/Maintenance	\$6,042	\$9,000	\$2,177	\$7,458	\$9,344	\$7,500	\$42.00	2018 Repairs to Gator Utility Vehicle and major repairs to Plow Truck - 2019 No Change
10-060-0662-1400-71471	Materials	\$2,914	\$5,000	\$2,075	\$6,000	\$1,674	\$5,000	(\$1,000.00)	Runway sand, de-icing materials. \$1,000 for repairs to PAPI light in 2018
10-060-0662-1500-71523	Contracted Services	\$9,505	\$20,000	\$6,161	\$20,000	\$10,559	\$20,000	\$0.00	\$20,000 asphalt repairs to apron to be completed in 2019 - Money for brushing and land works
10-060-0662-1400-71540	Equipment Rentals - Owned					\$0		\$0.00	
	Grounds Maintenance	\$44,295.12	\$63,704.46	\$39,032.45	\$68,292.00	\$50,265.09	\$67,335.73	(\$956.27)	
	Total Expenditures	\$602,901.30	\$628,689	\$598,359.00	\$602,724	\$546,788	\$606,421	\$3,697	
Net Operational Deficit		\$37,804	\$81,449	\$19,195	\$67,020	\$70,313	\$72,573	\$5,553	8.29%