

Spreadsheet No. 2 - Planning & Development	NEW G/L ACCOUNT	3 Year Average - 2015, 2016 & 2017	Actual to Dec 31/17	2018 OPERATING Approved	Actual to November 30/18	2019 OPERATING FORECAST Draft No. 1	Variance 2019-2018	2019 Budget - As of November 30, 2018	Remarks
By-Law Enforcement									
REVENUE									
									Only 7 working Parking Meters in Town - cash revenue from meters Also includes revenue from parking lot behind post office
Parking Meter Collections	10-040-0440-0310-40598	(\$1,289.28)	(\$1,928.13)	(\$1,288)	(\$1,461)	(\$1,288)	\$0.00		
Loading Zone Fees	10-040-0440-0310-40599	(\$2,615.79)	(\$2,985.00)	(\$2,538)		\$0	\$2,538.00		
									Monthly/Annual parking and Annual loading zone revenue. Combined accounts for 2019. Annual parking stall fee increase from \$ 370.70 in 2017 to \$ 600 in 2019.
Monthly Parking Fees	10-040-0440-0310-40601	(\$5,881.78)	(\$8,241.71)	(\$5,882)	(\$8,202)	(\$10,000)	(\$4,118.00)		
									Work on Private Property to meet Property Standard-Cost recovery basis. In 2018 revenue going directly into expenditure account - contracted services based on directing from Treasurer
Expense Recoveries	10-040-0440-0310-40589	(\$637.26)	(\$40.00)	\$0			\$0.00		
Dog Tags	10-040-0440-0410-40725	(\$745.70)	(\$825.00)	(\$813)	(\$1,017)	(\$500)	\$313.00		Life time fee introduced in 2018- impacting revenue in 2019
Bicycle Licenses									
By-Law Fines	10-040-0440-0410-40811	(\$11,059.85)	(\$13,505.55)	(\$10,150)	(\$7,345)	(\$11,000)	(\$850.00)		
Impound Fees	10-040-0440-0430-40591	(\$687.83)	(\$560.00)	(\$712)	(\$480)	(\$500)	\$212.00		Based on 2018 Actuals
Donations	10-040-0440-0430-40632	(\$103.00)	(\$159)		(\$37)	\$0	\$0.00		
Total Revenue		(\$23,020.49)	(\$28,244)	(\$21,383)	(\$18,542)	(\$23,288)	(\$1,905)		
EXPENDITURES									
Administration									
Distributed Salaries/Wages		(\$134.07)					\$0.00		
Distributed Benefits		(\$44.89)					\$0.00		
Overtime/Shift/Recall	10-040-0440-1101-60013	\$9.78	\$29.34		\$441.97		\$0.00		
Sick Leave		\$934.02					\$0.00		
Vac, Stats, Holidays		\$10,654.88					\$0.00		
Salaries/Wages	10-040-0440-1101-60010	\$104,300.70	\$119,116.93	\$116,461.80	\$94,675.95	\$118,048.48	\$1,586.68		
Disability - STD/LTD		\$3,085.49							
WSIB	10-040-0440-1101-60055	\$3,414.88	\$3,635.58	\$3,726.78	\$3,315.24	\$3,718.53	(\$8.25)		
CPP	10-040-0440-1101-60025	\$5,171.11	\$5,297.68	\$5,178.60	\$4,802.46	\$5,447.62	\$269.02		
EI	10-040-0440-1101-60030	\$2,296.41	\$2,199.13	\$2,036.98	\$2,096.37	\$2,031.84	(\$5.14)		
Dental, Vision, Extend Health		\$3,400.11					\$0.00		
O.M.E.R.S	10-040-0440-1101-60035	\$10,652.10	\$10,614.60	\$10,809.82	\$9,504.98	\$10,861.38	\$51.56		
Life Insurance		\$454.49							
EHT	10-040-0440-1101-60040	\$2,233.17	\$2,229.60	\$2,271.01	\$2,002.66	\$2,301.95	\$30.94		
Employer Benefits	10-040-0440-1101-60050	\$3,081.66	\$9,244.97	\$11,905.51	\$10,161.65	\$11,815.49	(\$90.02)		Manulife & Sunlife combined
Communications	10-040-0440-1200-71251	\$513.13	\$366.36	\$550.00	\$474.87	\$550.00	\$0.00		
Postage, Freight, Courier	10-040-0440-1200-71252	\$13.95							
Transfer to MTO	10-040-0440-1200-71256	\$459.25	\$602.25	\$429.00	\$429.00	\$459.00	\$30.00		3 year average
Memberships	10-040-0440-1200-71260	\$200.67	\$140.00	\$250.00	\$387.00	\$387.00	\$137.00		Ontario Property Officers Association, Municipal Law Enforcement Officer Association & Ontario Management Institute - Annual membership fees
Subscriptions & Publications	10-040-0440-1200-71261	\$563.82	\$624.89	\$500.00	\$263.20	\$300.00	(\$200.00)		Carswell Publications: Copy of POA & updates during the year
Office Supplies	10-040-0440-1400-71410	\$1,254.20	\$1,168.58	\$5,300.00	\$4,392.82	\$1,300.00	(\$4,000.00)		\$ 4000 Budgeted for desk in 2018 back to normal in 2019
Materials	10-040-0440-1400-71471	\$101.94							
Clothing - Uniforms Coveralls	10-040-0440-1400-71480	\$463.77	\$533.06	\$500.00		\$500.00	\$0.00		Winter Jackets replaced in 2018. In 2019 budgeted to replace fall & spring jackets.

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Meter Repairs/Maintenance	10-040-0440-1500-71515	\$184.53				\$300.00	\$300.00	Updates to operating system for Parking meters at the Rainy Lake square
Computer Maintenance	10-040-0440-1500-71502	\$0.00		\$4,360.00	\$5,680.91	\$1,320.00	(\$3,040.00)	
								Contractor costs to work & to tow vehicles to ensure property standards are meet & enforced on private property. In 2018 revenue from property owners going directly into expenditure account as per direction from the Treasurer
Contracted Services	10-040-0440-1500-71523	\$1,015.15	\$444.96	\$1,500.00	\$2.64	\$1,015.00	(\$485.00)	
Travel	10-040-0440-1500-71530	\$0.00					\$0.00	
								Municipal Law & Enforcement Course out of Town and several webinars. In 2017 courses cancelled in Thunder Bay rescheduled in 2018. Won't travel to southern Ontario for courses
Conference & Courses	10-040-0440-1500-71531	\$327.49	\$322.80	\$2,500.00	\$1,388.15	\$2,000.00	(\$500.00)	
Mileage	10-040-0440-1500-71533	\$110.08	\$111.97	\$200.00	\$39.48	\$200.00	\$0.00	weekend coverage animal shelter
Advertising & Public Notices	10-040-0440-1500-71591	\$404.11	\$172.50	\$688.00	\$965.19	\$965.00	\$277.00	based on 2018 actuals + advertisement fees increases
Credit charges	10-040-0440-1600-71665				\$336.00	\$360.00	\$360.00	based on forecasted fee of \$ 30 per month for parking meters at the Rainy Lake Square
		\$155,121.91	\$156,855.20	\$169,167.50	\$141,360.54	\$163,881.29	-\$5,286.21	
Vehicles								
Distributed Salaries/Wages		\$463.33					\$0.00	
Distributed Benefits		\$152.90					\$0.00	
Salaries Full Time	10-040-0440-2910-60010	\$0.00					\$0.00	
Overtime	10-040-0440-2910-60013	\$0.00					\$0.00	
Hourly Full Time	10-040-0440-2910-60015	\$40.94	\$122.81	\$700.00	\$1,013.59	\$700.00	\$0.00	O & F Mechanics same as budgeted in 2018
Hourly Part Time	10-040-0440-2910-60020	\$0.00					\$0.00	
Employer CPP	10-040-0440-2910-60025	\$1.83	\$5.49		\$48.11		\$0.00	
Employer EI	10-040-0440-2910-60030	\$0.80	\$2.41		\$21.69		\$0.00	
Employer OMERS	10-040-0440-2910-60035	\$3.71	\$11.13		\$95.68		\$0.00	
Employer EHT	10-040-0440-2910-60040	\$0.76	\$2.29		\$20.02		\$0.00	
Employer Benefits	10-040-0440-2910-60050	\$9.91	\$29.73	\$231.00	\$95.92	\$231.00	\$0.00	O & F Mechanics
Employer WSIB	10-040-0440-2910-60055	\$1.19	\$3.58		\$32.84		\$0.00	
Gas & Fuel	10-040-0440-2910-71418	\$1,834.21	\$1,816.34	\$2,000.00	\$1,866.13	\$2,000.00	\$0.00	Gas for By-law truck
Vehicle Parts & Maintenance	10-040-0440-2910-71451	\$501.12	\$36.84	\$500.00	\$1,380.88	\$500.00	\$0.00	Parts for Truck - Purchased new tires in 2018
Insurance	10-040-0440-2910-71580	\$586.75	\$512.42	\$506.00	\$504.32	\$503.15	(\$2.85)	information provided by deputy treasurer
License	10-040-0440-2910-71582	\$125.33	\$120.00	\$120.00	\$120.00	\$120.00	\$0.00	
		\$3,722.79	\$2,663.04	\$4,057.00	\$5,199.18	\$4,054.15	-\$2.85	
Animal Shelter								
Distributed Salaries/Wages		\$34.31					\$0.00	
Distributed Benefits		\$11.32					\$0.00	
Salaries Full Time	10-040-0441-1101-60010	\$0.00					\$0.00	
Overtime	10-040-0441-1101-60013	\$0.00					\$0.00	
Hourly Full Time	10-040-0441-1101-60015	\$0.00		\$210.00		\$2,485.67	\$2,275.67	construct of exterior quarantine pen (dangerous dogs)
Hourly Part Time	10-040-0441-1101-60020	\$34.28	\$102.84				\$0.00	
Employer CPP	10-040-0441-1101-60025	\$1.46	\$4.37				\$0.00	
Employer EI	10-040-0441-1101-60030	\$0.75	\$2.25				\$0.00	
Employer OMERS	10-040-0441-1101-60035	\$0.00					\$0.00	
Employer EHT	10-040-0441-1101-60040	\$0.64	\$1.92				\$0.00	
Employer Benefits	10-040-0441-1101-60050	\$0.00		\$70.00		\$806.52	\$736.52	
Employer WSIB	10-040-0441-1101-60055	\$1.01	\$3.03				\$0.00	
Equipment Rentals - Owned	10-040-0441-1101-71540	\$4.17		\$200.00		\$200.00	\$0.00	same as in 2017 & 2018

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Hydro Charges	10-040-0441-1400-71420	\$1,354.35	\$1,240.95	\$1,487.16	\$759.28	\$1,531.77	\$44.61	FFPC forecast 2.8% decrease in rates in 2017. Also full year with new dog pound in 2016. For 2018 used 2% increase over 2017 budgeted amount For 2019 used 3% increase to 2018 budgeted amount
Water & Sewer Charges	10-040-0441-1400-71421	\$1,359.04	\$1,359.60	\$1,325.59	\$1,161.00	\$1,361.38	\$35.79	
Janitorial Supplies	10-040-0441-1400-71470	\$460.85	\$253.67	\$500.00	\$41.64	\$500.00	\$0.00	
Materials/Supplies	10-040-0441-1400-71471	\$705.88	\$67.62	\$400.00	\$38.48	\$1,400.00	\$1,000.00	
Food & Meals	10-040-0441-1400-71491	\$561.33	\$1,035.57	\$400.00		\$400.00	\$0.00	
Euthanasia Expenses	10-040-0441-1400-71492	\$2,582.09	\$1,763.04	\$2,500.00	\$735.22	\$1,763.00	(\$737.00)	based on 2018 Actuals plus \$ 1000 - where getting shots locally and transferring to USA Humane Society in International Falls- Cheaper and More Humane method of disposing of animals.
Contracted Services	10-040-0441-1500-71523	\$270.55	\$174.84	\$178.34	\$180.09	\$183.69	\$5.35	Annual Fee ESA - Electrical Safety Authority based on 2018 actual Plus 2% increase
Repairs & Maintenance	10-040-0441-1500-71545	\$423.38	\$49.45	\$0.00			\$0.00	
Insurance	10-040-0441-1500-71580	\$288.87	\$492.90	\$478.00	\$460.21	\$381.24	(\$96.76)	information provided by deputy treasurer
Contribution to Capital	10-040-0441-1500-75350	\$5,361.87					\$0.00	Year End audit coding
		\$13,529.26	\$6,552.05	\$7,749.09	\$3,375.92	\$11,013.28	\$3,264.19	
Total Revenue		(\$23,020.49)	(\$28,244.39)	(\$21,383.00)	(\$18,542.42)	(\$23,288.00)	(\$1,905.00)	
Total Expenditures		\$172,373.96	\$166,070	\$180,974	\$149,936	\$178,949	-\$2,025	
Total By-Law Enforcement		\$149,353.47	\$137,826	\$159,591	\$131,393	\$155,661	-\$3,930	
Fight The Blight								
Distributed Salaries/Wages							\$0.00	
Distributed Benefits							\$0.00	
Equipment Rentals - Owned							\$0.00	
Contracted Works							\$0.00	
Advertising & Public Promotion							\$0.00	
Gasoline							\$0.00	
							\$0.00	
Building Department								
REVENUE								
Expense Recovery	10-040-0445-0430-40589	(\$396.66)					\$0.00	
Building Permits	10-040-0445-0430-40722	(\$74,761.73)	(\$85,201)	(\$65,601)	(\$133,285)	(\$75,000)	(\$9,398.61)	Based on 3 year average (2015,2016 &2017) - As of December 31, 2018 - 117 permits, 2017 - 116 permits
Moving Permits	10-040-0445-0430-40723	(\$1,609.99)	(\$310)	(\$300)	(\$497)	(\$300)	\$0.00	2016 -111 permits - 2015- 135 Building Permits issued
								Budgeted the same as in 2018
Other Misc. Permits	10-040-0445-0430-40728	(\$839.36)	(\$1,062)	(\$555)	(\$469)	(\$555)	\$0.00	Pools Inspections & , Advertisement Signs same in 2018
Contribution from Reserve Fund (Retirement)								
		(\$77,607.74)	(\$86,573)	(\$66,456)	(\$134,251)	(\$75,855)	(\$9,398.61)	
EXPENDITURES								
Administration								
Distributed Salaries/Wages		\$8,499.13					\$0.00	
Distributed Benefits		\$2,598.77					\$0.00	
Overtime/Shift/Recall	10-040-0445-1101-60013	\$638.13	\$1,914.38		\$708.77		\$0.00	
Leave (Ber, Sick, Other)		\$110.75					\$0.00	
Vac, Stats, Holidays		\$3,098.61					\$0.00	
Salaries/Wages	10-040-0445-1101-60010	\$37,041.29	\$40,855.19	\$41,668.97	\$36,883.09	\$44,912.36	\$3,243.39	
Salaries/Wages - Retirement		\$0.00					\$0.00	

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Hourly Full Time	10-040-0445-1101-60015	\$0.00					\$0.00		
Disability - STD/LTD		\$748.50					\$0.00		Under Employer Benefits in G/L in 2017
WSIB	10-040-0445-1101-60055	\$1,221.06	\$1,311.30	\$1,333.41	\$1,275.69	\$1,414.74	\$81.33		60% of CBO/Planner Position
CPP	10-040-0445-1101-60025	\$1,637.81	\$1,658.32	\$1,538.46	\$1,609.05	\$1,649.34	\$110.88		60% of CBO/Planner Position
EI	10-040-0445-1101-60030	\$748.74	\$684.33	\$593.53	\$677.78	\$609.55	\$16.02		60% of CBO/Planner Position
Dental, Vision, Ext. Health		\$1,238.26					\$0.00		Under Employer Benefits in G/L in 2017
OMERS	10-040-0445-1101-60035	\$4,325.53	\$4,231.14	\$4,225.59	\$3,986.17	\$4,628.56	\$402.97		60% of CBO/Planner Position
Life Insurance		\$108.36					\$0.00		Under Employer Benefits in G/L in 2017
EHT	10-040-0445-1101-60040	\$814.20	\$852.97	\$812.54	\$777.23	\$875.79	\$63.25		60% of CBO/Planner Position
Employer Benefits	10-040-0445-1101-60050	\$1,249.83	\$3,749.48	\$4,385.82	\$3,959.90	\$4,328.34	(\$57.48)		60% of CBO/Planner Position
Communications	10-040-0445-1200-71251	\$619.69	\$679.93	\$700.00	\$600.18	\$700.00	\$0.00		
Postage, Freight, Courier	10-040-0445-1200-71252	\$37.80	\$12.52		\$84.35	\$100.00	\$100.00		
Legal	10-040-0445-1200-71253	\$3,389.39		\$500.00		\$500.00	\$0.00		Higher Costs in 2016 - 1231 Minnie Ave. Property No cost in 2017 as of October 20, 2017
									OBC & local OBC Sunset Chapter memberships for two CBO
Memberships	10-040-0445-1200-71260	\$738.66	\$497.42	\$900.00	\$392.49	\$900.00	\$0.00		OBC updates
Subscriptions & Publications	10-040-0445-1200-71261	\$331.87	\$356.86	\$200.00		\$200.00	\$0.00		60% for desk worth \$3200 or \$1920 + \$600
Office Supplies	10-040-0445-1400-71410	\$637.06	\$768.48	\$600.00	\$331.22	\$2,520.00	\$1,920.00		2018 utilizes uniforms- golf shirt with pants similar to other CBOs in Northwestern Ontario. Improved Professional image
									Land Manager- based on 2017 actual costs- Possibility of significant cost reduction once PSD -City wide software is fully operational. PSD city wide set-up in 2019.
Clothing - Uniforms Coveralls	10-040-0445-1400-71480	\$66.00	\$0.00	\$600.00		\$600.00	\$0.00		
Computer Maintenance (H & S)	10-040-0445-1500-71502	\$4,597.47	\$4,379.58	\$6,258.00	\$1,933.40	\$1,900.00	(\$4,358.00)		
Contracted Services	10-040-0445-1500-71527	\$396.86			\$211.62		\$0.00		
Conferences & Courses	10-040-0445-1500-71531	\$3,382.06	\$4,724.78	\$5,000.00	\$2,881.02	\$5,000.00	\$0.00		same as in 2018
Insurance Deductible	10-040-0445-1500-71581	\$3,362.06	\$86.17	\$0.00			\$0.00		
Advertising & Public Notices	10-040-0445-1500-71591	\$869.38	\$1,138.80	\$1,000.00	\$427.39	\$870.00	(\$130.00)		Contractors Edition - FF times - Spring/Fall Adv.
		\$82,507.24	\$67,901.65	\$70,316.32	\$56,739.35	\$71,708.68	\$1,392.36		
Vehicle									
Distributed Salaries/Wages		\$130.46					\$0.00		
Distributed Benefits		\$43.05					\$0.00		
Salaries Full Time	10-040-0445-2910-60010	\$101.03	\$303.09				\$0.00		
Overtime	10-040-0445-2910-60013	\$0.00					\$0.00		
Hourly Full Time	10-040-0445-2910-60015	\$0.00		\$461.63	\$312.12	\$416.63	(\$45.00)		
Employer CPP	10-040-0445-2910-60025	\$6.93	\$20.80		\$17.03		\$0.00		
Employer EI	10-040-0445-2910-60030	\$3.08	\$9.24		\$4.09		\$0.00		
Employer OMERS	10-040-0445-2910-60035	\$14.27	\$42.82		\$32.84		\$0.00		
Employer EHT	10-040-0445-2910-60040	\$1.76	\$5.29		\$7.06		\$0.00		
Employer Benefits	10-040-0445-2910-60050	\$0.00		\$137.48	\$3.48	\$137.48	\$0.00		
Employer WSIB	10-040-0445-2910-60055	\$4.53	\$13.58		\$11.60		\$0.00		\$76.10
Gas & Fuel	10-040-0445-2910-71418	\$765.44	\$1,044.68	\$1,000.00	\$1,050.89	\$1,000.00	\$0.00		same as in 2018
Vehicle Parts & Maintenance	10-040-0445-2910-71451	\$396.53	\$43.75	\$500.00	\$307.24	\$2,500.00	\$2,000.00		repair rust on front end panels
Contracted Works	10-040-0445-2910-71523	\$93.44					\$0.00		
Insurance	10-040-0445-2910-71580	\$375.69	\$360.47	\$452.00	\$443.27	\$410.28	(\$41.72)		information provided by deputy treasurer
Licenses	10-040-0445-2910-71582	\$108.67	\$120.00	\$120.00	\$120.00	\$120.00	\$0.00		
		\$2,044.88	\$1,963.72	\$2,671.11	\$2,309.62	\$4,584.39	\$1,913.28		
Total Revenue		(\$77,607.74)	(\$86,573.23)	(\$66,456.39)	(\$134,250.84)	(\$75,855.00)	(\$9,398.61)		
Total Expenditures		\$84,552.12	\$69,865.37	\$72,987.43	\$59,048.97	\$76,293.07	\$3,305.64		
Total Building Department		\$6,944.38	(\$16,707.86)	\$6,531.04	(\$75,201.87)	\$438.07	(\$6,092.97)		
Planning Department									
REVENUE									

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Expense Recovery	10-180-1810-0330-40589	(\$264.58)	(\$25.00)					In 2016 deeming of 2 properties down to 1 property Based on 3 year average
Expense Recovery	10-180-1810-0430-40589	(\$869.00)	(\$2,544.16)		(\$3,213.50)	(\$869.00)	(\$869.00)	
Document/Map Sales, etc.	10-180-1810-0430-40813							Based on the average of the 3 years average and 2018 Actuals as of October 31 - Majority of fees from zoning property inquires
		(\$3,230.02)	(\$2,429.55)	(\$1,700.00)	(\$1,037.90)	(\$2,074.00)	(\$374.00)	
Planning Application Fees	10-180-1810-0430-40815	(\$9,176.58)	(\$15,872.90)	(\$5,673.03)	(\$9,115.20)	(\$8,246.00)	(\$2,572.97)	Revenue forecasted based on the average of the 3 year average & the 2018 Actuals as of October 31, 2018 - Majority of fees from Zoning by-law amendments, temporary use by-law & minor variance applications
Total Revenue		(\$13,540.19)	(\$20,871.61)	(\$7,373.03)	(\$13,366.60)	(\$11,189.00)	(\$3,815.97)	
EXPENDITURES								
Distributed Benefits		\$0.00					\$0.00	
Overtime/Shift/Recall	10-180-1810-1101-60013	\$142.89			\$472.56		\$0.00	40% of CBO/Planner Position Under Employer Benefits in G/L in 2017 40% of CBO/Planner Position 40% of CBO/Planner Position 40% of CBO/Planner Position Under Employer Benefits in G/L in 2017 40% of CBO/Planner Position Under Employer Benefits in G/L in 2017 40% of CBO/Planner Position 40% of CBO/Planner Position
Sick Leave		\$333.42					\$0.00	
Vac, Stats, Holidays		\$4,149.20					\$0.00	
Salaries/Wages	10-180-1810-1101-60010	\$38,010.21	\$29,487.17	\$27,779.31	\$21,886.72	\$29,941.57	\$2,162.26	
Disability - STD/LTD		\$791.33					\$0.00	
WSIB	10-180-1810-1101-60055	\$904.11	\$851.90	\$888.64	\$786.69	\$943.16	\$54.52	
CPP	10-180-1810-1101-60025	\$1,477.99	\$1,097.31	\$1,025.64	\$989.00	\$1,099.56	\$73.92	
EI	10-180-1810-1101-60030	\$671.07	\$456.45	\$395.69	\$416.17	\$406.67	\$10.98	
Dental, Vision, Ext. Health		\$2,049.69					\$0.00	
OMERS	10-180-1810-1101-60035	\$3,329.95	\$2,749.86	\$2,817.06	\$2,464.51	\$3,085.71	\$268.65	
Life Insurance		\$155.34					\$0.00	
EHT	10-180-1810-1101-60040	\$713.22	\$522.13	\$541.70	\$479.35	\$583.86	\$42.16	
Employer Benefits	10-180-1810-1101-60050	\$983.05	\$2,949.15	\$2,923.88	\$2,449.51	\$2,885.56	(\$38.32)	
Legal	10-180-1810-1200-71253	\$25,921.75	\$17,679.80	\$6,100.00	\$14,381.00	\$6,100.00	\$0.00	Same Budget amount as in 2018
	10-180-1810-1200-71255	\$0.00					\$0.00	
	10-180-1810-1200-71260	\$141.67	\$120.00	\$300.00	\$130.00	\$140.00	(\$160.00)	
	10-180-1810-1200-71261	\$259.49		\$300.00		\$300.00	\$0.00	
Office Supplies	10-180-1810-1400-71410	\$344.53	\$76.32	\$500.00	\$172.76	\$1,780.00	\$1,280.00	40% for desk worth \$3200 or \$1280 + \$500
GIS Distributed Salaries & Wages		\$4,451.74					\$0.00	
GIS Distributed Benefits		\$1,455.90					\$0.00	
GIS-Salaries Full Time	10-180-1810-1500-60010	\$0.00		\$6,849.93		\$7,984.08	\$1,134.15	
GIS-Employer Benefits	10-180-1810-1500-60050	\$0.00		\$1,938.16		\$2,023.78	\$85.62	
GIS-Employer CPP	10-180-1810-1500-60025	\$0.00					\$0.00	
GIS-Employer EI	10-180-1810-1500-60030	\$0.00					\$0.00	
GIS-Employer OMERS	10-180-1810-1500-60035	\$0.00					\$0.00	
GIS-Employer EHT	10-180-1810-1500-60040	\$0.00					\$0.00	
GIS-Employer WSIB	10-180-1810-1500-60055	\$0.00					\$0.00	
Cost of Lots Sold	10-180-1810-1500-71500	\$292,582.43	\$255,318.31				\$0.00	Based on 3 year average
GIS Expense	10-180-1810-1500-71507	\$4,082.76	\$4,272.97	\$6,716.16	\$3,375.48	\$6,716.16	\$0.00	
Contracted Services	10-180-1810-1500-71527	\$0.00					\$0.00	
Conferences & Courses	10-180-1810-1500-71531	\$1,121.75	\$627.23	\$1,000.00	\$1,109.78	\$1,000.00	\$0.00	
Meeting Expenses - Committee/Board	10-180-1810-1500-71532	\$32.17					\$0.00	
Equipment Rentals - Owned	10-180-1810-1500-71540	\$37.50					\$0.00	
Advertising & Public Notices	10-180-1810-1500-71591	\$2,682.51	\$4,716.08	\$2,260.00	\$1,405.69	\$2,700.00	\$440.00	
Transfer to Reserves (Parkland Fees)	10-180-1810-1620-75390	\$0.00					\$0.00	
Total Expenditures		\$386,825.66	\$320,924.68	\$62,336.17	\$50,519.22	\$67,690.11	\$5,353.94	
							\$0.00	

Spreadsheet No. 2 - Planning & Development	NEW G/L ACCOUNT	3 Year Average - 2015, 2016 & 2017	Actual to Dec 31/17	2018 OPERATING Approved	Actual to November 30/18	2019 OPERATING FORECAST Draft No. 1	Variance 2019-2018	2019 Budget - As of November 30, 2018 Remarks
Total Revenue		(\$13,540.19)	(\$20,871.61)	(\$7,373.03)	(\$13,366.60)	(\$11,189.00)	(\$3,815.97)	
Total Expenditures		\$386,825.66	\$320,924.68	\$62,336.17	\$50,519.22	\$67,690.11	\$5,353.94	
Total Planning Department		\$373,285.48	\$300,053.07	\$54,963.14	\$37,152.62	\$56,501.11	\$1,537.97	
Civic Centre Building & Grounds								
REVENUE								
Civic Centre Rentals (OPP)	10-020-0253-0330-40586	(\$86,098.66)	(\$88,297.12)	(\$89,279.06)	(\$81,839.23)	(\$89,279.06)	\$0.00	OPP leasing 9193 sq. feet no increases in lease to 2020
Expense Recovery	10-020-0253-0330-40859	(\$171.96)	\$81.05				\$0.00	
FFPC - Office rental/Utility Contribution	10-020-0253-0430-40586	(\$14,416.00)	(\$16,680.00)	(\$16,680.00)	(\$15,290.00)	(\$16,680.00)	\$0.00	Developing up-dated service agreement with FFPC
		(\$100,686.63)	(\$104,896.07)	(\$105,959.06)	(\$97,129.23)	(\$105,959.06)	\$0.00	
EXPENDITURES								
Audit		\$939.42	\$1,429.22	\$1,472.10	\$1,466.97	\$1,516.26	\$44.16	OPP Lease Audit - 2018 Plus 3% increase
Distributed Salaries/Wages		\$8,722.89					\$0.00	
Distributed Benefits		\$2,208.69					\$0.00	benefits for labour
Salaries Full Time	10-020-0253-1240-60010	\$3,895.14	\$11,685.43				\$0.00	
Hourly Full Time	10-020-0253-1240-60015	\$0.00		\$16,000.00	\$5,557.72	\$10,000.00	(\$6,000.00)	Cleaning snow off of sidewalks, grass cutting, and other miscellaneous tasks
Overtime	10-020-0253-1240-60013	\$0.00			\$62.85		\$0.00	
Hourly Part Time	10-020-0253-1240-60020	\$1,005.43	\$3,016.30		\$2,138.92		\$0.00	benefits for labour
Employer CPP	10-020-0253-1240-60025	\$220.19	\$660.57		\$359.39		\$0.00	
Employer EI	10-020-0253-1240-60030	\$95.91	\$287.74		\$166.01		\$0.00	
Employer OMERS	10-020-0253-1240-60035	\$347.13	\$1,041.40		\$435.59		\$0.00	
Employer EHT	10-020-0253-1240-60040	\$89.49	\$268.46		\$150.36		\$0.00	
Employer Benefits	10-020-0253-1240-60050	\$459.30	\$1,377.91	\$3,586.00	\$281.70	\$2,241.25	(\$1,344.75)	
Employer WSIB	10-020-0253-1240-60055	\$144.67	\$434.00		\$248.65		\$0.00	
Equipment Rentals - Owned	10-020-0253-1240-71540	\$1,954.75	\$2,414.38	\$1,500.00	\$858.62	\$940.00	(\$560.00)	internal equipment rental
Natural Gas Charges	10-020-0253-1400-71416	\$14,027.27	\$14,553.99	\$15,900.00	\$12,081.37	\$15,264.00	(\$636.00)	4% decrease
Hydro Charges	10-020-0253-1400-71420	\$49,663.07	\$50,675.14	\$53,300.00	\$39,432.97	\$54,899.00	\$1,599.00	3% increase
Water & Sewer Charges	10-020-0253-1400-71421	\$1,482.84	\$1,527.60	\$1,590.30	\$1,301.00	\$1,633.24	\$42.94	2018 budgeted amount plus 2.7% increase
Janitorial supplies	10-020-0253-1400-71470	\$2,234.93	\$1,675.23	\$2,600.00	\$3,778.81	\$2,600.00	\$0.00	same as in 2018
Elevator Contracting/Materials	10-020-0253-1500-71508	\$2,670.11	\$2,011.68	\$3,000.00	\$2,015.83	\$2,500.00	(\$500.00)	closer to 3 year average
								In 2018 major breakdown of HVAC unit in the OPP section -abnormal event
HVAC Contracts/Materials	10-020-0253-1500-71509	\$1,807.38	\$1,501.57	\$3,000.00	\$16,482.15	\$3,000.00	\$0.00	
Electrical Contracts/Materials	10-020-0253-1500-71510	\$1,635.07	\$2,268.91	\$3,000.00	\$1,281.62	\$3,000.00	\$0.00	
Plumbing Contracts/Materials	10-020-0253-1500-71512	\$1,753.22	\$1,664.62	\$1,500.00	\$1,349.41	\$1,500.00	\$0.00	
								Asselin garbage bins costs, Annual Inspection fees for ESA & Inspection of Fire Extinguishers
Contracted Works	10-020-0253-1500-71523	\$6,229.94	\$8,977.81	\$10,000.00	\$8,053.47	\$10,000.00	\$0.00	New Janitorial Services contract starting on January 1st, 2019 - RAS janitorial services
Janitorial Contract	10-020-0253-1500-71524	\$63,532.24	\$64,719.36	\$65,941.00	\$60,547.20	\$70,713.36	\$4,772.36	
Contracted Services	10-020-0253-1500-71527	\$562.96	\$0.00	\$0.00	-\$118.58	\$0.00	\$0.00	2018 actuals as of October 31 has be adjusted to \$ 0.00
								Share Bear entrance Matts, Ice melt , Door Repairs etc....
Repairs & Maintenance	10-020-0253-1500-71545	\$12,753.55	\$13,147.87	\$10,000.00	\$4,721.78	\$10,000.00	\$0.00	
Lawn & Yard Maintenance	10-020-0253-1500-71555	\$1,313.18	\$768.05	\$1,000.00	\$776.67	\$733.00	(\$267.00)	Flowers for the three flowers beds
								transfer from Town real estate G122 used 1.5% increase over 2018 actuals
New Account for 2017 - Property Taxes		\$8,658.31	\$25,974.93	\$26,364.55	\$26,954.54	\$27,358.86	\$994.30	
New Account for 2017 - Insurance	10-020-0253-1500-71580	\$1,079.49	\$2,777.13	\$2,831.00	\$2,811.42	\$2,755.62	(\$75.38)	information provided by deputy treasurer
		\$189,486.57	\$214,859.30	\$222,584.95	\$193,196.44	\$220,654.59	-\$1,930.36	
Total Revenue		(\$100,686.63)	(\$104,896.07)	(\$105,959.06)	(\$97,129.23)	(\$105,959.06)	\$0.00	
Total Expenditures		\$189,486.57	\$214,859.30	\$222,584.95	\$193,196.44	\$220,654.59	\$1,907.92	
Total Civic Centre		\$88,799.94	\$109,963.23	\$116,625.89	\$96,067.21	\$114,695.53	\$1,907.92	

Spreadsheet No. 2 - Planning & Development	NEW G/L ACCOUNT	3 Year Average - 2015, 2016 & 2017	Actual to Dec 31/17	2018 OPERATING Approved	Actual to November 30/18	2019 OPERATING FORECAST Draft No. 1	Variance 2019-2018	2019 Budget - As of November 30, 2018 Remarks
<i>Total P & D Revenue</i>		(\$214,855.04)	(\$240,585.30)	(\$201,171.48)	(\$263,289.09)	(\$216,291.06)	(\$15,119.58)	
<i>Total P & D Expenditures</i>		\$833,238.31	\$771,719.64	\$538,882.14	\$452,700.27	\$543,586.49	\$4,704.35	
TOTAL PLANNING & DEVELOPMENT		\$618,383.27	\$531,134.34	\$337,710.66	\$189,411.18	\$327,295.43	(\$10,415.23)	