



**Corporation of the Town of Ingersoll
AMENDED Council Agenda
Special Meeting of Council
2017 Budget Deliberations
Town Centre, Council Chambers
Monday, December 5, 2016, 6:30 p.m.**

Call to Order

Disclosures of Pecuniary Interest

New Business – Special Report

- 1) 50 Chisholm Dr., Stop Work Order [A-026-16](#)
A representative from E&E McLaughlin will be in attendance to answer questions.

2017 Budget Deliberations

[Budget Package](#)

Departmental 2017 Draft Budgets Review

1. Public Buildings
2. Building Inspection
3. Protective Services (Fire, Parking & Police)
4. Engineering
5. Public Works

Upcoming Council Meetings

Regular Meeting of Council
Monday, December 12, 2016, 6:00 p.m.
Town Centre, Council Chambers

Regular Meeting of Council
Monday, January 9, 2017, 6:00 p.m.
Town Centre, Council Chambers

Special Meeting of Council - Budget
Monday, January 16, 2016, 6:00 p.m.
Town Centre, Council Chambers

Special Meeting of Council - Budget
Monday, January 23, 2017, 6:00 p.m.
Town Centre, Council Chambers

Regular Meeting of Council
Monday, February 13, 2017, 6:00 p.m.
Town Centre, Council Chambers

Adjournment



DEPARTMENT: Chief Administrative Office

REPORT NO: A-026-16

COUNCIL DATE: December 5th, 2016

TITLE: 50 Chisholm Drive – Stop Work Order Building Permit

OBJECTIVE: To provide Council information and seek direction on enforcing stop work order.

BACKGROUND: Council may recall that pursuant to a building permit issuance the proponents at 50 Chisholm Drive were required to seek a site plan agreement and also asked to be allowed a minor variance to construct works that otherwise would not be permitted by the zoning bylaw.

The Minor Variance was granted by the Committee of Adjustment, site plan was finalized and building permit was issued.

The issue arose when inspections were being undertaken that the building foot print did not confirm to either the approved site plan or the allowances provided for under the minor variance.

As a normal course of action the Building department does not require a survey to confirm the foot print, but felt that there was a concern that the construction was inconsistent with the approved plans.

Confirmation of the survey indicated an issue of further encroachment to the property line than what was approved.

The proponent was advised to cease works and apply for both a minor variance and an amended site plan agreement. There was acknowledgement that the building didn't not conform to the approved plans and variance, however the proponent did not wish to stop construction while further approvals were being sought.

The CBO and Administration have a bone fide duty to enforce the rules and regulations that are in place. The decision was made to issue a stop work order until such time as a minor variance and revised site plan is approved. There may well be Building Code requiring revised design and construction due to proximity to the property lines. This may require a revision to the buildings plans and permit requirements.

The proponent has not ceased works as they are focused on completion ahead of more severe winter weather and production targets. They have made an application for a minor variance but do not see the need to wait for approval.

Should the proponent continue works, legally the required inspections cannot take place as the building does not meet zoning or site plan requirements. Should they proceed they will do so at their own risk as inspections will have to be done to meet the issuance of an occupancy certificate.

Minor variances have a mandatory ten day notice requirement and a twenty day appeal period following any decision.

Application process time line

Minor Variance A-01-16 was granted to permit encroachment into the exterior side yard (Thomas St.) and the centre line of the street February 29, 2016

Site Plan approval granted August 15, 2016

As per the Building Code Act, the application was considered a completed application once site plan was approved. Under Division C of the Ontario Building Code, due to the type of building the addition is the Ministry allows for 20 business days to review and issue. Based on August 15, 2016 being the day the application was completed, the permit needed to be issued by September 13, 2016. The issuance date on this permit was August 29, 2016 (10 Business days).

During a drive by staff on November 8, 2016, the steel structure was being erected and it appeared to be really close to the property line. Engineering staff and the CBO went out to do a measurement before contacting E & E McLaughlin. November 10, 2016 CBO notified Kassandra Way from E&E that a survey was required to verify construction of the freezer addition was being constructed in accordance to the variance and site plan.

A survey was received November 17, 2016 which indicated that the building was 2.42m (7'-11 1/4") closer to the property line facing Thomas Street than what was approved in the original variance and site plan.

Kassandra Way was informed a minor variance, site plan amendment and revised drawings were required and a stop work order may be issued.

November 22, 2016 Order to comply to obtain zoning compliance (variance and site plan), and a stop work order was issued to cease construction until zoning and revised permits have been issued.

Kassandra Way informed the CBO on a number of occasions that they would not stop construction, they were confident that a variance would be granted so it shouldn't be an issue and the town could take whatever action they wanted, they were going to continue construction.

With the stop work order in place, no inspections will be done by the Town by law, resulting in the permit not being closed should they proceed with construction, as the inspections that should have been performed will remain deficient and no final will be given by the town with deficiencies.

Revised drawings are required to verify that the building getting closer to the property line on Thomas St. is not affecting the permitted openings or fire rating requirements on that building face. If no revised drawings are received and reviewed and a change is required, a final will not be given on this building as this is a life safety issue.

ANALYSIS: Staff are in a difficult position, they cannot legally continue to provide inspections to the property with the problems that exist, even though Council may wish to find an expedited solution.

Staff do not feel authorized to allow the works to continue without a lifting of the stop work order that can only take place once a minor variance has been approved and the site plan agreement is amended.

Staff are seeking direction from Council on whether they wish to act and enforce the stop work order through the courts or if they wish to take no action to enforce the stop work order while the planning applications run their course.

No action will essentially allow the continuance of construction, at the owner proponent risk ignoring the stop work order requirement should they choose to do so.

FINANCIAL IMPLICATIONS: There are both financial and legal liabilities that face the Town in this situation. Legal and Insurance providers would have to provide advice to Council to fully understand potential implications.

RECOMMENDATION: THAT the Council of the Corporation of the Town of Ingersoll receive report numbered A-026-16 as information.

AND FURTHER THAT Council provide direction to Staff on the enforcement of the Stop Work Order currently in place on 50 Chisholm Drive.

Prepared by: William J. Tigert, Chief Administrative Officer

THE CORPORATION OF THE TOWN OF INGERSOLL

2017 DRAFT BUDGET

December 5, 2016

SPECIAL COUNCIL MEETING

Departmental Budgets Review:

Public Buildings

Building Inspection

Protective Services (Fire, Parking & Police)

Engineering

Public Works

**Town of Ingersoll
Municipal Buildings and Building Inspection
2017 DRAFT BUDGET**

SPECIAL COUNCIL MEETING

December 5, 2016

Introduction

The 2017 draft budget presented in this package contains departmental budget summaries for the following departments:

Municipal Buildings and Town hall
Building Inspections and Property Standards
Fire and Policing
Engineering and Street Lights
Public Works

Operating Budget

The operating budget for the above departments maintains the current level of service. Comments are provided for each division / activity as a basis for the budget deliberations. Comments highlight the key factors and implications of the proposed 2017 budget.

2017 Capital Budget and 10 Year Capital Forecast

The package also contains summaries of capital projects by department and division and provides one detailed narrative page to support each project.

A ten year Capital Forecast document provides a listing of Capital projects by department and division and provides funding sources for each project. The document also contains detailed information about projected reserves and reserve funds balances at the end of each year.

Recommendations:

That the recommendations outlined below be moved for the purpose of discussions:

1. That any unused Public Buildings repair and maintenance budget at the end of 2017 be transferred to the Public Buildings Reserve, subject to the overall year-end position.

2. That any unused surplus funds at the end of 2017 for Town Hall be transferred to the Town Hall Capital Reserve, subject to the overall year-end position.

Fire Training grounds to be transferred to the Fire Facility Reserve for future Fire facilities related expenditures.

4. That any unused Fire Hall building repair and maintenance funds at the end of 2017 to be transferred to the Fire Facility Reserve, subject to the overall year-end position.

5. That surplus funds at the end of 2017 for Building Inspections to transferred to the Building Inspections Reserve.

6. That any unused Winter Control funds at the end of 2017 to be transferred to the Winter Control Reserve, subject to the overall year-end position.

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016
Summary All Departments by Revenue/Expense Grouping**

	Actual	YTD Actual	Budget		Projection	Change	Change
	2015	2016	2016	2017	2018	2016 to 2017 (fav) unfav	2016 to 2017 %
COUNCIL	190,484	188,190	209,760	219,800	205,050	10,040	5%
CHIEF ADMINISTRATIVE OFFICER	315,996	226,919	285,650	287,730	290,377	2,080	1%
CLERKS							
ADMINISTRATION	375,403	426,830	515,235	524,825	532,575	9,590	2%
PARATRANSIT	73,091	53,404	73,240	73,357	73,701	117	0%
PARKING	22,010	20,062	21,700	24,000	24,150	2,300	11%
INFORMATION TECHNOLOGY	259,047	257,372	294,580	301,150	304,460	6,570	2%
TREASURY							
ADMINISTRATION	779,799	536,171	912,988	987,087	985,647	74,098	8%
SUPPLEMENTARIES LESS ADJUSTMENTS	37,236	(207,810)	194,299	314,299	314,299	120,000	62%
TAX LEVY	(13,174,523)	(13,435,344)	(13,467,847)	(13,923,397)	(14,187,982)	(455,550)	3%
BUILDING INSPECTION							
INSPECTION	(30,581)	(177,830)	24,570	0	(0)	(24,570)	-100%
PROPERTY STANDARDS	30,369	27,269	32,880	34,030	34,710	1,150	3%
TOWN CENTRE	137,366	134,178	174,137	181,914	179,701	7,777	4%
PUBLIC BUILDINGS - OTHER	49,956	48,512	76,295	87,470	77,130	11,176	15%
FIRE							
ADMINISTRATION	938,717	838,405	976,063	974,503	969,608	(1,560)	0%
FACILITY	19,195	71,349	16,677	18,358	26,830	1,681	10%
POLICE							
ADMINISTRATION	2,810,646	2,357,923	2,536,452	2,417,742	2,419,763	(118,710)	-5%
FACILITY	3,745	(53,930)	9,336	18,520	18,335	9,185	98%
ENGINEERING							
ADMINISTRATION	1,631,240	1,857,364	2,000,725	2,191,485	2,509,335	190,760	10%
STREET LIGHTING & TRAFFIC SIGN	263,212	200,006	262,200	274,200	284,556	12,000	5%
PUBLIC WORKS							
ADMINISTRATION & EQUIPMENT	313,891	351,946	374,732	333,983	353,339	(40,749)	-11%
BRIDGES & CULVERTS	11,189	10,359	11,790	11,650	12,250	(140)	-1%
ROADSIDE MAINTENANCE	207,756	199,829	208,760	220,950	222,500	12,190	6%
SURFACE MAINTENANCE	355,529	316,265	308,710	314,880	315,974	6,170	2%
ROADS, SIDEWALKS & PARKING LI	234,193	229,148	247,670	261,210	264,370	13,540	5%
WINTER CONTROL	424,261	311,226	462,776	459,096	460,956	(3,680)	-1%
ENVIRONMENTAL SERVICES	72,488	87,279	91,332	86,682	86,647	(4,650)	-5%
PARKS AND ARENA							
ADMINISTRATION	138,477	117,966	128,385	129,700	131,015	1,315	1%
ARENA	466,944	573,249	543,094	494,689	540,471	(48,405)	-9%
PARKS	460,728	486,574	532,515	580,631	575,850	48,116	9%
PARKS PROGRAMS	20,701	13,223	27,080	27,340	27,034	260	1%
CAMI PARKS / SUZUKI HOUSE	148,451	143,669	160,702	154,533	158,133	(6,169)	-4%
VICTORIA PARK COMMUNITY CENTRE							
ADMINISTRATION	152,321	136,922	151,029	212,440	153,680	61,411	41%
AQUATICS	90,058	79,015	98,035	100,025	103,078	1,990	2%
FITNESS	3,843	1,135	3,174	5,162	7,431	1,988	63%
GENERAL PROGRAMS	32,670	21,877	26,040	37,218	38,746	11,178	43%
FACILITY	455,014	454,186	508,811	562,052	496,783	53,241	10%
YOUTH CENTRE							
FACILITY	104,221	76,799	95,163	102,102	106,830	6,939	7%
TECHNOLOGY PROGRAMS	97,537	79,187	86,710	44,740	48,518	(41,970)	-48%
GENERAL PROGRAMS	367,280	329,389	349,970	403,615	406,146	53,645	15%
CAREER & SKILLS PROGRAM	0	7,493	--	--	--	--	
YOUTH ENTREPRENEURSHIP PARTNERSH	26	(2,225)	0	0	0	0	
MUSEUMS							
FACILITY	21,654	26,146	29,350	32,566	27,932	3,216	11%
PROGRAMS	107,924	118,955	151,603	160,572	155,901	8,969	6%
ECONOMIC DEVELOPMENT	230,944	207,654	253,630	257,090	244,170	3,460	1%
	(749,489)	(2,253,697)	0	0	0	(0)	

**Town of Ingersoll
Public Buildings and Building Inspection
2017 DRAFT BUDGET**

What We Do

The Building Department is responsible for: Building Permits/Inspection/Enforcement, Plumbing and Sewer Permits, Property Standards/By-law Enforcement, Planning (Zoning/Development/Site Plans) and Facilities (Town Centre, Carnegie Building, Carrs Walking)

Operating Projects / Memos/ Enhancements /Challenges

Building Inspection

Anticipating Building Permits to be more in line with 2015 results.

Challenges for 2017:

- Processing Property Standard Issues during the summer when dealing with a heavy building season which have restricted timelines.
- Changes to the Building Code regarding energy efficiently requirements for both residential & large buildings
- Other code updates dealing with retirement homes & secondary suites

It is recommended to use the Building Inspection Reserve at the end of 2017 to eliminate subsidies from property taxation.

Public Buildings

Challenges for 2017 include the aging infrastructure and very few grants, as well as the challenge of keeping renters at Carr's Walkway.

For the Town Hall we recommend to replace the back emergency door and increase budget for maintenance of the roof top HVAC units, hydro & water.

Capital Budget Summary

PROJECT	Dept	TOTAL	Levy				County
			Trf Reserves	Reserve	Res Fund	Grants	
Town Centre Backflow Preventer Installation	Bldgs	16		8		8	
Town Centre Roof Top Replacement	Bldgs	150	30	45		75	
Town Centre Building Curbing	Bldgs	20		10		10	
Town Centre Front Door Replacement	Bldgs	10	5			5	
Town Centre basement level - Security System Upgrade	Bldgs	25	25				
TOTAL CAPITAL PROJECTS		\$ 221	\$ 60	\$ 63	\$ -	\$ -	\$ 98

Detailed summaries of the above projects provided in the report.

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT: BUILDING ACTIVITY: TOTAL ALL ACTIVITIES	Actual 2015	YTD Actual 2016	Budget		Projection 2018	Change 2016 to 2017			
			2016	2017		(fav) unfav	% if > \$2,500 & +/- 5%	ref	
REVENUE									
PERMITS/LICENSES	(194,639)	(342,173)	(156,200)	(158,100)	(158,400)	(1,900)			
RENT / LEASES	(25,761)	(34,504)	(21,925)	(21,272)	(23,900)	653			
USER FEES	(3,177)	(2,730)	(2,300)	(2,500)	(2,300)	(200)			
COUNTY RECOVERY	(110,711)	(99,034)	(103,775)	(117,114)	(117,114)	(13,339)	13%		
	<u>(334,289)</u>	<u>(478,440)</u>	<u>(284,200)</u>	<u>(298,986)</u>	<u>(301,714)</u>	<u>(14,786)</u>			
EXPENSE									
SALARIES, WAGES & BENEFITS	288,616	275,797	303,390	319,680	326,184	16,290	5%		
ADMINISTRATIVE EXPENSE	1,628	1,031	1,120	1,120	1,130	--			
OPERATING EXPENSE	8,374	2,914	9,702	9,500	9,810	(202)			
COMMUNICATIONS	1,771	1,757	2,198	2,198	2,350	--			
UTILITIES - HEAT, HYDRO, WATER	102,455	80,186	104,554	110,109	111,517	5,556	5%		
PROGRAM EXPENSES	1,078	972	965	1,000	1,000	35			
MEETINGS, CONFERENCES, TRAINING	4,362	5,750	8,400	8,550	8,600	150			
FUEL / TRANSPORTATION COSTS	3,881	4,164	4,000	4,500	4,500	500			
CONTRACTED SERVICES	7,006	--	1,200	2,300	5,000	1,100			
MARKETING & PROMOTION	244	--	375	375	375	--			
LAND MAINTENANCE & IMPROVEMENT	280	340	650	650	1,150	--			
EQUIP REPAIRS & MAINTENANCE	7,514	3,078	13,580	23,120	13,360	9,540	70%		
BLDG REPAIRS & MAINTENANCE	16,389	13,281	15,330	21,330	22,800	6,000	39%		
SNOW REMOVAL AND SANDING	1,771	961	2,920	2,920	2,920	--			
MAINTENANCE CONTRACTS	17,032	15,338	18,698	18,733	18,698	35			
	<u>462,400</u>	<u>405,569</u>	<u>487,082</u>	<u>526,085</u>	<u>529,394</u>	<u>39,004</u>			
NET OPERATING (REVENUE) EXPENSE	<u>128,111</u>	<u>(72,872)</u>	<u>202,882</u>	<u>227,099</u>	<u>227,680</u>	<u>24,218</u>			
OTHER									
TRANSFER FROM RESERVES & RES FUNDS	--	--	--	(33,685)	(36,139)	(33,685)			
TRANSFER TO RESERVES & RES FUNDS	59,000	105,000	105,000	110,000	100,000	5,000			
	<u>59,000</u>	<u>105,000</u>	<u>105,000</u>	<u>76,315</u>	<u>63,861</u>	<u>(28,685)</u>			
	<u>187,111</u>	<u>32,128</u>	<u>307,882</u>	<u>303,414</u>	<u>291,541</u>	<u>(4,467)</u>	1.45%		
SUMMARY OF ALL BUILDING ACTIVITIES:									
INSPECTION			24,570	--	(0)	(24,570)			
TOWN CENTRE			174,137	181,914	179,701	7,777			
PUBLIC BUILDINGS - OTHER			76,295	87,470	77,130	11,176			
			<u>275,002</u>	<u>269,384</u>	<u>256,831</u>	<u>(5,617)</u>			

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT: BUILDING ACTIVITY: INSPECTION	Actual	YTD Actual	Budget		Projection	Change 2016 to 2017		
	2015	2016	2016	2017	2018	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
REVENUE								
PERMITS/LICENSES	(194,639)	(342,173)	(156,200)	(158,100)	(158,400)	(1,900)		
USER FEES	(3,177)	(2,730)	(2,300)	(2,500)	(2,300)	(200)		
	<u>(197,816)</u>	<u>(344,903)</u>	<u>(158,500)</u>	<u>(160,600)</u>	<u>(160,700)</u>	<u>(2,100)</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	149,604	154,333	166,710	176,240	179,884	9,530	6%	(1)
ADMINISTRATIVE EXPENSE	1,628	1,031	1,120	1,120	1,130	--		
OPERATING EXPENSE	455	482	1,000	900	850	(100)		
COMMUNICATIONS	355	341	500	500	500	--		
PROGRAM EXPENSES	1,078	972	965	1,000	1,000	35		
MEETINGS, CONFERENCES, TRAINING	4,184	5,750	8,400	8,550	8,600	150		
FUEL / TRANSPORTATION COSTS	3,881	4,164	4,000	4,500	4,500	500		
CONTRACTED SERVICES	5,806	--	--	1,100	--	1,100		
MARKETING & PROMOTION	244	--	375	375	375	--		
	<u>167,235</u>	<u>167,073</u>	<u>183,070</u>	<u>194,285</u>	<u>196,839</u>	<u>11,215</u>		
NET OPERATING (REVENUE) EXPENSE	<u>(30,581)</u>	<u>(177,830)</u>	<u>24,570</u>	<u>33,685</u>	<u>36,139</u>	<u>9,115</u>		
OTHER								
TRANSFER FROM RESERVES & RES FUNDS	--	--	--	(33,685)	(36,139)	(33,685)		(2)
	<u>--</u>	<u>--</u>	<u>--</u>	<u>(33,685)</u>	<u>(36,139)</u>	<u>(33,685)</u>		
	<u>(30,581)</u>	<u>(177,830)</u>	<u>24,570</u>	<u>--</u>	<u>(0)</u>	<u>(24,570)</u>	100%	

EXPLANATION OF CHANGE:

- (1) Anticipated increase in wages includes a 1% annual index and step increases
- (2) Transfer from reserve to balance the building inspection budget

INCLUDES DEPARTMENTS:

3400-4000

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT: BUILDING ACTIVITY: PROPERTY STANDARDS	Actual	YTD Actual	Budget		Projection	Change 2016 to 2017		
	2015	2016	2016	2017	2018	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE	--	--	--	--	--	--		
EXPENSE								
SALARIES, WAGES & BENEFITS	30,369	27,269	32,880	34,030	34,710	1,150		
	30,369	27,269	32,880	34,030	34,710	1,150		
NET OPERATING (REVENUE) EXPENSE	30,369	27,269	32,880	34,030	34,710	1,150		
OTHER	--	--	--	--	--	--		
	30,369	27,269	32,880	34,030	34,710	1,150	3%	

EXPLANATION OF CHANGE:
No significant changes

INCLUDES DEPARTMENTS:
3400-4006

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT: BUILDING ACTIVITY: TOWN CENTRE	Actual 2015	YTD Actual 2016	Budget		Projection 2018	Change 2016 to 2017		
			2016	2017		(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE								
COUNTY RECOVERY	(110,711)	(99,034)	(103,775)	(117,114)	(117,114)	(13,339)	13%	(1)
	<u>(110,711)</u>	<u>(99,034)</u>	<u>(103,775)</u>	<u>(117,114)</u>	<u>(117,114)</u>	<u>(13,339)</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	94,313	75,378	81,570	86,130	87,850	4,560	6%	(2)
OPERATING EXPENSE	2,066	2,433	2,602	2,500	2,860	(102)		
COMMUNICATIONS	1,415	1,415	1,698	1,698	1,850	--		
UTILITIES - HEAT, HYDRO, WATER	89,970	68,696	88,452	94,535	94,835	6,083	7%	(3)
CONTRACTED SERVICES	1,200	--	1,200	1,200	5,000	--		
LAND MAINTENANCE & IMPROVEMENT	280	340	650	650	650	--		
EQUIP REPAIRS & MAINTENANCE	7,106	2,825	12,280	21,820	12,310	9,540	78%	(4)
BLDG REPAIRS & MAINTENANCE	13,493	8,565	13,000	19,000	20,000	6,000	46%	(5)
SNOW REMOVAL AND SANDING	594	322	1,000	1,000	1,000	--		
MAINTENANCE CONTRACTS	8,463	8,238	10,460	10,495	10,460	35		
	<u>219,078</u>	<u>168,211</u>	<u>212,912</u>	<u>239,028</u>	<u>236,815</u>	<u>26,116</u>		
NET OPERATING (REVENUE) EXPENSE	<u>108,366</u>	<u>69,178</u>	<u>109,137</u>	<u>121,914</u>	<u>119,701</u>	<u>12,777</u>		
OTHER								
TRANSFER TO RESERVES & RES FUNDS	29,000	65,000	65,000	60,000	60,000	(5,000)	8%	(6)
	<u>29,000</u>	<u>65,000</u>	<u>65,000</u>	<u>60,000</u>	<u>60,000</u>	<u>(5,000)</u>		
	<u>137,366</u>	<u>134,178</u>	<u>174,137</u>	<u>181,914</u>	<u>179,701</u>	<u>7,777</u>	4%	

EXPLANATION OF CHANGE:

- (1) Increased recovery from the County on shared costs only
- (2) Anticipated increase in wages includes a 1% annual index and step increases
- (3) Hydro and water increases
- (4) Repair of the second HVAC roof top unit
- (5) Emergency door replacement
- (6) Based on anticipated capital projects in 2017

INCLUDES DEPARTMENTS:

2000-4025
2000-4030

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT: BUILDING ACTIVITY: PUBLIC BUILDINGS - OTHER	Actual	YTD Actual	Budget		Projection	Change 2016 to 2017		
	2015	2016	2016	2017	2018	(fav)	% if > \$2,500 & +/- 5%	ref
REVENUE								
RENT / LEASES	(25,761)	(34,504)	(21,925)	(21,272)	(23,900)	653		
	<u>(25,761)</u>	<u>(34,504)</u>	<u>(21,925)</u>	<u>(21,272)</u>	<u>(23,900)</u>	<u>653</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	14,330	18,818	22,230	23,280	23,740	1,050		
OPERATING EXPENSE	5,853	--	6,100	6,100	6,100	--		
UTILITIES - HEAT, HYDRO, WATER	12,486	11,491	16,102	15,574	16,682	(527)		
LAND MAINTENANCE & IMPROVEMENT	--	--	--	--	500	--		
EQUIP REPAIRS & MAINTENANCE	408	253	1,300	1,300	1,050	--		
BLDG REPAIRS & MAINTENANCE	2,896	4,715	2,330	2,330	2,800	--		
SNOW REMOVAL AND SANDING	1,177	639	1,920	1,920	1,920	--		
MAINTENANCE CONTRACTS	8,568	7,100	8,238	8,238	8,238	--		
	<u>45,717</u>	<u>43,016</u>	<u>58,220</u>	<u>58,742</u>	<u>61,030</u>	<u>523</u>		
NET OPERATING (REVENUE) EXPENSE	<u>19,956</u>	<u>8,512</u>	<u>36,295</u>	<u>37,470</u>	<u>37,130</u>	<u>1,176</u>		
OTHER								
TRANSFER TO RESERVES & RES FUNDS	30,000	40,000	40,000	50,000	40,000	10,000		
	<u>30,000</u>	<u>40,000</u>	<u>40,000</u>	<u>50,000</u>	<u>40,000</u>	<u>10,000</u>		
	<u>49,956</u>	<u>48,512</u>	<u>76,295</u>	<u>87,470</u>	<u>77,130</u>	<u>11,176</u>		15%
EXPLANATION OF CHANGE: No significant changes								
							INCLUDES DEPARTMENTS:	
							2000-4010	
							2000-4015	
							2000-4020	
							2000-4035	

**Town of Ingersoll
2017 Capital Budget Project Sheet**

Department: Building	GL Account: 10-0000-????-
Project Name: Replacement of Town Centre Roof	
Project Category	Critical <input type="button" value="v"/> <i>Please select from drop down menu</i>
Project in Asset Management Plan?	Yes <input type="button" value="v"/> <i>Please select from drop down menu</i>

Project Description/Location/Map:
The joint replacement of the roof at the Town Centre/County Library.

Long-term Financial Impact:

Project Priority: High *Please select from drop down menu*
Identified for replacement in the WGD Building Audit

Project Risks:
Specify risks related to grants, costs, timing etc.

<u>Project Start Date:</u> Summer 2017	<u>Project Completion Date:</u> Summer 2017
--	---

<u>Project Year:</u> 2017	
Costs	Funding
Contract 75,000	130 Oxford 75,000
Material _____	_____
Payroll _____	_____
Other 75,000	Debenture -
_____	_____
County Costs not included in the above 75,000	

**Town of Ingersoll
2017 Capital Budget Project Sheet**

Department: Building	GL Account: 10-0000-????-
-----------------------------	----------------------------------

Project Name: Town Hall Basement Security Upgrade

Project Category	Critical	<i>Please select from drop down menu</i>
-------------------------	----------	--

Project in Asset Management Plan?	Yes	<i>Please select from drop down menu</i>
--	-----	--

Project Description/Location/Map:
Upgrade the security systems for the basement of the Town Hall

Long-term Financial Impact:

<u>Project Priority:</u>	Medium	<i>Please select from drop down menu</i>
---------------------------------	--------	--

Project Risks:
Specify risks related to grants, costs, timing etc.

<u>Project Start Date:</u> Summer 2017	<u>Project Completion Date:</u> Summer 2017
--	---

<u>Project Year:</u> 2017			
Costs		Funding	
Contract	25,000	130 Oxford	25,000
Material	_____		_____
Payroll	_____		_____
Other	_____		_____
	<u>25,000</u>	Debenture	<u>-</u>
County Costs not included in the above	_____		

**Town of Ingersoll
2017 Capital Budget Project Sheet**

Department: Building	GL Account: 10-0000-????-
Project Name: Town Centre Backflow Preventer Installation	
Project Category	Mandatory <input type="button" value="v"/> <i>Please select from drop down menu</i>
Project in Asset Management Plan?	No <input type="button" value="v"/> <i>Please select from drop down menu</i>

Project Description/Location/Map:
 Installation of a backflow preventer on the 3" water line entering the building as required by legislation

Long-term Financial Impact:

Project Priority: *Please select from drop down menu*
 Immediate
 -Recommended for replacement in 2015 through building audit
 (Legislated to have a backflow preventer on incoming water line)

Project Risks:
 Specify risks related to grants, costs, timing etc.

<u>Project Start Date:</u> Summer 2017	<u>Project Completion Date:</u> Summer 2017
--	---

<u>Project Year:</u> 2017	
Costs	Funding
Contract 8,000	130 Oxford 8,000
Material _____	_____
Payroll _____	_____
Other 8,000	Debenture -
8,000	_____
County Costs not included in the above 8,000	

**Town of Ingersoll
2017 Capital Budget Project Sheet**

Department: Building	GL Account: 10-0000-????-
Project Name: Town Centre Building Curbing	
Project Category	Critical <input type="button" value="v"/> <i>Please select from drop down menu</i>
Project in Asset Management Plan?	No <input type="button" value="v"/> <i>Please select from drop down menu</i>

Project Description/Location/Map:
 Replacement of the concrete curbing around the perimeter of the Town Centre with a steel curbing
 -Steel curbing will be more resilient then the concrete

Long-term Financial Impact:

Project Priority: High *Please select from drop down menu*
 Recommended for replacement in 2015 through building audit

Project Risks:
 Specify risks related to grants, costs, timing etc.

<u>Project Start Date:</u> Summer 2017	<u>Project Completion Date:</u> Summer 2017
--	---

<u>Project Year:</u> 2017	
Costs	Funding
Contract 10,000	130 Oxford 10,000
Material _____	_____
Payroll _____	_____
Other 10,000	Debenture -
_____	_____
County Costs not included in the above 10,000	

**Town of Ingersoll
2017 Capital Budget Project Sheet**

Department: Building	GL Account: 10-0000-????-
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Project Name: Town Centre Door Replacements

Project Category	Critical	<i>Please select from drop down menu</i>
-------------------------	----------	--

Project in Asset Management Plan?	No	<i>Please select from drop down menu</i>
--	----	--

Project Description/Location/Map:
Replacement of doors at the Town Centre

Long-term Financial Impact:

<u>Project Priority:</u>	High	<i>Please select from drop down menu</i>
---------------------------------	------	--

Recommended for replacement through the building audit

Project Risks:
Specify risks related to grants, costs, timing etc.

<u>Project Start Date:</u> Summer 2017	<u>Project Completion Date:</u> Summer 2017
--	---

<u>Project Year:</u> 2017	
Costs	Funding
Contract	130 Oxford
5,000	5,000
Material	
Payroll	
Other	
5,000	-
County Costs not included in the above	
5,000	

**Town of Ingersoll
Fire and Parking
2017 DRAFT BUDGET**

What We Do

The Ingersoll Fire & Emergency Services is responsible for providing fire protection services to the Town of Ingersoll and areas outside Ingersoll that are covered by fire protection agreements. These services include fire suppression, public education, and fire prevention programs. The Fire Chief is also tasked with the management of downtown parking enforcement, bylaw enforcement, and facilities management of the fire and police buildings.

Operating Projects / Memos/ Enhancements /Challenges

Fire

The upgrades that have been made to the new training facility have allowed for more in house training which in turn allowed to shift some of the funding (approx. \$6.5K) away from training and more towards the replacement of aging equipment.

An increase in funding for equipment purchases is required due to the age of the equipment currently in use:

- \$15K for a new hydraulic rescue tool. The hydraulic rescue tool that was put into service 25 + years ago is in need of replacement. No repair parts are available for it now.
- Upgrade and replace insufficient land based water rescue equipment.
- New ID card printer for Town ID's and taxi licenses estimated at \$2.2K.

Start to replace or upgrade building systems and components. Garage door openers are starting to fail. The plan is to replace one per year.

It is recommended that any money that is received from training ground rentals and any unused building maintenance funds would be transferred into the new Fire Facility reserve at the end of the year. Starting 2018, it is recommended to put \$20,000 into the reserve in addition to the above mentioned money. This money will be used for a possible expansion of the apparatus bay area of the fire station in 2022 when the aerial is replaced.

Pending retirement of maintenance personnel and hire and training of new person. There should be slight overlap in employment due to the nature of the job and the training required.

Parking

There will be a slight increase in the contract and a yearly increase of 2% for a three year term.

New ways to increase the patrol hours of the enforcement officer will be explored in the new year.

Capital Budget Summary

No Capital projects recommended for this department in 2017.

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT: FIRE ACTIVITY: TOTAL ALL ACTIVITIES	Actual	YTD Actual	Budget		Projection	Change 2016 to 2017		
	2015	2016	2016	2017	2018	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE								
SALE OF GOODS OR SERVICES	(18,503)	(17,661)	(17,450)	(18,450)	(18,450)	(1,000)		
USER FEES	(4,479)	(5,243)	(6,400)	(6,000)	(6,350)	400		
RECOVERIES	(2,499)	(120)	(2,500)	(2,500)	(2,500)	--		
INTERNAL (REVENUE) EXPENSE	(64,937)	--	(64,788)	(73,430)	(65,000)	(8,642)	13%	
	<u>(90,418)</u>	<u>(23,024)</u>	<u>(91,138)</u>	<u>(100,380)</u>	<u>(92,300)</u>	<u>(9,242)</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	733,294	637,340	750,085	741,218	756,015	(8,867)		
ADMINISTRATIVE EXPENSE	1,390	1,063	2,058	1,958	2,055	(100)		
OPERATING EXPENSE	23,875	22,898	24,365	45,585	28,195	21,220	87%	
COMMUNICATIONS	37,997	35,531	47,015	47,020	47,396	5		
UTILITIES - HEAT, HYDRO, WATER	21,745	18,430	22,450	23,950	23,950	1,500		
PROGRAM EXPENSES	(2,540)	1,802	2,050	5,005	1,550	2,955	144%	
MEETINGS, CONFERENCES, TRAINING	15,846	9,749	16,550	10,000	13,150	(6,550)	40%	
FUEL / TRANSPORTATION COSTS	5,240	3,147	6,100	6,100	6,330	--		
CONTRACTED SERVICES	25,180	22,392	26,500	28,000	28,500	1,500		
MARKETING & PROMOTION	3,545	4,712	4,550	6,035	6,037	1,485		
LAND MAINTENANCE & IMPROVEMENT	--	--	50	50	50	--		
EQUIP REPAIRS & MAINTENANCE	24,388	13,387	20,490	18,000	17,440	(2,490)		
BLDG REPAIRS & MAINTENANCE	1,462	4,102	4,000	4,000	2,100	--		
SNOW REMOVAL AND SANDING	--	--	250	250	50	--		
MAINTENANCE CONTRACTS	2,918	2,287	3,065	3,070	3,070	5		
	<u>894,340</u>	<u>776,840</u>	<u>929,578</u>	<u>940,241</u>	<u>935,888</u>	<u>10,663</u>		
NET OPERATING (REVENUE) EXPENSE	<u>803,922</u>	<u>753,816</u>	<u>838,440</u>	<u>839,861</u>	<u>843,588</u>	<u>1,421</u>		
OTHER								
TRANSFER TO RESERVES & RES FUNDS	<u>176,000</u>	<u>176,000</u>	<u>176,000</u>	<u>177,000</u>	<u>177,000</u>	<u>1,000</u>		
	<u>176,000</u>	<u>176,000</u>	<u>176,000</u>	<u>177,000</u>	<u>177,000</u>	<u>1,000</u>		
	<u>979,922</u>	<u>929,816</u>	<u>1,014,440</u>	<u>1,016,861</u>	<u>1,020,588</u>	<u>2,421</u>	0%	
SUMMARY OF ALL FIRE ACTIVITIES:								
ADMINISTRATION			976,063	974,503		(1,560)		
FACILITY			16,677	18,358		1,681		
PARKING			21,700	24,000		2,300		
			<u>1,014,440</u>	<u>1,016,861</u>		<u>2,421</u>		

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT: FIRE ACTIVITY: ADMINISTRATION	Actual	YTD Actual	Budget		Projection	Change 2016 to 2017		
	2015	2016	2016	2017	2018	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE								
SALE OF GOODS OR SERVICES	(18,503)	(17,661)	(17,450)	(18,450)	(18,450)	(1,000)		
USER FEES	(1,309)	(2,913)	(1,000)	(2,000)	(2,000)	(1,000)		
RECOVERIES	(2,499)	(120)	(2,500)	(2,500)	(2,500)	--		
	<u>(22,311)</u>	<u>(20,694)</u>	<u>(20,950)</u>	<u>(22,950)</u>	<u>(22,950)</u>	<u>(2,000)</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	662,262	570,658	677,485	660,315	673,495	(17,170)		
ADMINISTRATIVE EXPENSE	1,390	1,063	1,958	1,958	2,055	--		
OPERATING EXPENSE	20,809	20,056	20,550	41,750	24,005	21,200	103%	(1)
COMMUNICATIONS	37,997	35,531	47,015	47,020	47,396	5		
UTILITIES - HEAT, HYDRO, WATER	21,745	18,430	22,450	23,950	23,950	1,500		
PROGRAM EXPENSES	(2,540)	1,802	1,800	4,755	1,300	2,955	164%	(2)
MEETINGS, CONFERENCES, TRAINING	15,846	9,749	16,550	10,000	13,150	(6,550)	40%	(3)
FUEL / TRANSPORTATION COSTS	5,240	3,147	6,100	6,100	6,210	--		
MARKETING & PROMOTION	3,545	4,712	4,550	6,035	6,037	1,485		
EQUIP REPAIRS & MAINTENANCE	16,410	13,050	17,490	17,500	16,890	10		
BLDG REPAIRS & MAINTENANCE	1,462	4,102	4,000	--	--	(4,000)	100%	(4)
MAINTENANCE CONTRACTS	862	799	1,065	1,070	1,070	5		
	<u>785,028</u>	<u>683,099</u>	<u>821,013</u>	<u>820,453</u>	<u>815,558</u>	<u>(560)</u>		
NET OPERATING (REVENUE) EXPENSE	<u>762,717</u>	<u>662,405</u>	<u>800,063</u>	<u>797,503</u>	<u>792,608</u>	<u>(2,560)</u>		
OTHER								
TRANSFER TO RESERVES & RES FUNDS	176,000	176,000	176,000	177,000	177,000	1,000		
	<u>176,000</u>	<u>176,000</u>	<u>176,000</u>	<u>177,000</u>	<u>177,000</u>	<u>1,000</u>		
	<u>938,717</u>	<u>838,405</u>	<u>976,063</u>	<u>974,503</u>	<u>969,608</u>	<u>(1,560)</u>	0%	

EXPLANATION OF CHANGE:

- (1) Purchase new hydraulic tool (\$15K) plus other misc. fire equipment (\$2.8K)
- (2) Purchase new ID card reader
- (3) Training will be performed onsite at the Town owned fire training facility
- (4) Starting 2017 building repair will be recorded in Fire hall facility budget

INCLUDES DEPARTMENTS:

3000-4000

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT: FIRE ACTIVITY: FACILITY	Actual	YTD Actual	Budget		Projection	Change 2016 to 2017		
	2015	2016	2016	2017	2018	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE								
INTERNAL (REVENUE) EXPENSE	(64,937)	--	(64,788)	(73,430)	(65,000)	(8,642)	13%	(1)
	(64,937)	--	(64,788)	(73,430)	(65,000)	(8,642)		
EXPENSE								
SALARIES, WAGES & BENEFITS	71,032	66,682	72,600	80,903	82,520	8,303	11%	(2)
OPERATING EXPENSE	3,066	2,842	3,815	3,835	4,190	20		
PROGRAM EXPENSES	--	--	250	250	250	--		
FUEL / TRANSPORTATION COSTS	--	--	--	--	120	--		
LAND MAINTENANCE & IMPROVEMENT	--	--	50	50	50	--		
EQUIP REPAIRS & MAINTENANCE	7,978	337	2,500	500	550	(2,000)		
BLDG REPAIRS & MAINTENANCE	--	--	--	4,000	2,100	4,000		(3)
SNOW REMOVAL AND SANDING	--	--	250	250	50	--		
MAINTENANCE CONTRACTS	2,056	1,488	2,000	2,000	2,000	--		
	<u>84,132</u>	<u>71,349</u>	<u>81,465</u>	<u>91,788</u>	<u>91,830</u>	<u>10,323</u>		
NET OPERATING (REVENUE) EXPENSE	<u>19,195</u>	<u>71,349</u>	<u>16,677</u>	<u>18,358</u>	<u>26,830</u>	<u>1,681</u>		
OTHER								
	--	--	--	--	--	--		
	<u>19,195</u>	<u>71,349</u>	<u>16,677</u>	<u>18,358</u>	<u>26,830</u>	<u>1,681</u>	10%	

EXPLANATION OF CHANGE:

- (1) Increased interdepartmental transfers due to reallocation of building related costs from Admin
- (2) Succession planning due to anticipated retirement
- (3) Budgeting building repairs under facility budget starting 2017

INCLUDES DEPARTMENTS:

3000-4100

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT: FIRE ACTIVITY: PARKING ENFORCEMENT	Actual	YTD Actual	Budget		Projection	Change 2016 to 2017		
	2015	2016	2016	2017	2018	(fav)	% if > \$2,500 & +/- 5%	ref
REVENUE								
USER FEES	(3,170)	(2,331)	(5,400)	(4,000)	(4,350)	1,400		
	<u>(3,170)</u>	<u>(2,331)</u>	<u>(5,400)</u>	<u>(4,000)</u>	<u>(4,350)</u>	<u>1,400</u>		
EXPENSE								
ADMINISTRATIVE EXPENSE	--	--	100	--	--	(100)		
CONTRACTED SERVICES	25,180	22,392	26,500	28,000	28,500	1,500		
EQUIP REPAIRS & MAINTENANCE	--	--	500	--	--	(500)		
	<u>25,180</u>	<u>22,392</u>	<u>27,100</u>	<u>28,000</u>	<u>28,500</u>	<u>900</u>		
NET OPERATING (REVENUE) EXPENSE	<u>22,010</u>	<u>20,062</u>	<u>21,700</u>	<u>24,000</u>	<u>24,150</u>	<u>2,300</u>		
OTHER								
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		
	<u>22,010</u>	<u>20,062</u>	<u>21,700</u>	<u>24,000</u>	<u>24,150</u>	<u>2,300</u>	11%	
EXPLANATION OF CHANGE: No significant changes								INCLUDES DEPARTMENTS: 1000-4240

**Town of Ingersoll
Police
2017 DRAFT BUDGET**

What We Do

The Town has entered into a contract with the Ontario Provincial Police (OPP) to provide policing services on a cost recovery basis. Under the contract the Town receives proactive policing services such as routine patrols, RIDE, crime prevention and also services that are reactive in nature based on calls for service specific to the Town.

The Town has a Police Services Board that serves as an advisory body to the OPP as required by the Police Services Act.

Operating Projects / Memos/ Enhancements /Challenges

Police

The Town have chosen to change a number of dedicated enhancement positions from two positions in 2016 to one position in 2017. This change will have a favorable impact on the overall cost of providing policing services and will not effect the level of service. This draft budget includes an estimate that is subject to change once the contract has been finalized.

Police Services Board

The PSB have not submitted the 2017 budget requirements therefore this draft budget is subject to change.

Police Facility

It is recommended that the Town continue transfers to the Police Facility Reserve to support future capital expenditures.

Increased interdepartmental transfers directly attributed to the increased cost of a custodian position that is being shared with the Fire department. The cost impacted by proposed annual salary and benefit increases, pending retirement of maintenance personnel and hire and training of new person. There should be slight overlap in employment due to the nature of the job and the training required.

Capital Budget Summary

No Capital projects recommended for this department in 2017.

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT: POLICE ACTIVITY: ADMINISTRATION	Actual	YTD Actual	Budget		Projection	Change 2016 to 2017		
	2015	2016	2016	2017	2018	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE								
SALE OF GOODS OR SERVICES	(12,544)	(9,586)	(12,200)	(12,200)	(12,200)	--		
PERMITS/LICENSES	(400)	(350)	(650)	(650)	(650)	--		
USER FEES	(1,694)	(2,662)	(2,500)	(2,500)	(2,500)	--		
RECOVERIES	(164)	--	(2,000)	--	--	2,000		
GRANTS / SUBSIDIES / REBATES	(81,864)	(28,421)	(83,000)	(82,000)	(82,000)	1,000		
	<u>(96,666)</u>	<u>(41,020)</u>	<u>(100,350)</u>	<u>(97,350)</u>	<u>(97,350)</u>	<u>3,000</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	68,363	61,507	67,075	74,569	75,570	7,494		
ADMINISTRATIVE EXPENSE	--	--	100	100	100	--		
OPERATING EXPENSE	488	221	800	800	810	--		
COMMUNICATIONS	704	646	750	750	750	--		
INSURANCE EXPENSE	423	212	1,000	800	800	(200)		
PROGRAM EXPENSES	10,970	4,680	10,800	10,800	10,800	--		
MEETINGS, CONFERENCES, TRAINING	3,679	2,393	8,650	8,650	9,660	--		
FUEL / TRANSPORTATION COSTS	433	265	800	800	800	--		
MARKETING & PROMOTION	2,612	914	3,400	2,400	2,400	(1,000)		
EQUIP REPAIRS & MAINTENANCE	--	--	1,000	--	--	(1,000)		
	<u>87,673</u>	<u>70,836</u>	<u>94,375</u>	<u>99,669</u>	<u>101,690</u>	<u>5,294</u>		
NET OPERATING (REVENUE) EXPENSE	<u>(8,993)</u>	<u>29,816</u>	<u>(5,975)</u>	<u>2,319</u>	<u>4,340</u>	<u>8,294</u>		
OTHER								
O.P.P. CONTRACT	<u>2,819,639</u>	<u>2,328,107</u>	<u>2,542,427</u>	<u>2,415,423</u>	<u>2,415,423</u>	<u>(127,004)</u>		(1)
	<u>2,819,639</u>	<u>2,328,107</u>	<u>2,542,427</u>	<u>2,415,423</u>	<u>2,415,423</u>	<u>(127,004)</u>		
	<u>2,810,646</u>	<u>2,357,923</u>	<u>2,536,452</u>	<u>2,417,742</u>	<u>2,419,763</u>	<u>(118,710)</u>	5%	

EXPLANATION OF CHANGE:

(1) OPP contract is lower due to new enhancement agreement

INCLUDES DEPARTMENTS:

3220-4000
3230-4000

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT: POLICE ACTIVITY: FACILITY	Actual	YTD Actual	Budget		Projection	Change 2016 to 2017		
	2015	2016	2016	2017	2018	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE								
RENT / LEASES	(105,000)	(96,250)	(105,000)	(105,000)	(105,000)	--		
INTERNAL (REVENUE) EXPENSE	64,937	--	64,788	73,430	73,430	8,642	13%	(1)
	<u>(40,063)</u>	<u>(96,250)</u>	<u>(40,212)</u>	<u>(31,570)</u>	<u>(31,570)</u>	<u>8,642</u>		
EXPENSE								
INSURANCE EXPENSE	645	345	650	650	655	--		
UTILITIES - HEAT, HYDRO, WATER	25,468	22,201	24,648	26,190	26,400	1,542		
BLDG REPAIRS & MAINTENANCE	1,823	3,947	8,500	7,500	7,500	(1,000)		
MAINTENANCE CONTRACTS	522	479	400	400	--	--		
	<u>28,458</u>	<u>26,970</u>	<u>34,198</u>	<u>34,740</u>	<u>34,555</u>	<u>542</u>		
NET OPERATING (REVENUE) EXPENSE	<u>(11,605)</u>	<u>(69,280)</u>	<u>(6,014)</u>	<u>3,170</u>	<u>2,985</u>	<u>9,185</u>		
OTHER								
TRANSFER TO RESERVES & RES FUNDS	15,350	15,350	15,350	15,350	15,350	--		
	<u>15,350</u>	<u>15,350</u>	<u>15,350</u>	<u>15,350</u>	<u>15,350</u>	<u>--</u>		
	<u>3,745</u>	<u>(53,930)</u>	<u>9,336</u>	<u>18,520</u>	<u>18,335</u>	<u>9,185</u>		

EXPLANATION OF CHANGE:

(1) Increased interdepartmental transfers

INCLUDES DEPARTMENTS:

3200-4100

**Town of Ingersoll
Engineering and Street Lights
2017 DRAFT BUDGET**

What We Do

The Engineering Department is responsible for the following areas:

Engineering Services, Capital Construction, Asset Management, Planning, Traffic and Street Lights, Active Transportation, Surveying, Drainage, Traffic and Speed Studies, Locates, and Waste Management Services

Operating Projects / Memos/ Enhancements /Challenges

Engineering

Challenges for 2017 include difficulty in obtaining funding for Infrastructure, applying for OCIF application based funding and Transport Canada funding.

The 2017 budget includes reduction in new equipment purchases, also the Storm Water Management Study has been postpone to 2018.

The temporary technician contract position has been eliminated resulting in additional savings in personal costs.

Increased costs have been seen in subscriptions due to software warranty and licensing expenses.

Street Lights

Challenges for 2017 - The streetlight poles that are owned by the Town are starting to deteriorate therefore more funding is required for Capital replacement starting 2017.

Four poles on Mutual Street being replaced in 2017

Capital Budget Summary

PROJECT	Dept	TOTAL	Levy	Reserve	Res Fund	Grants	County
			Trf Reserves				
Sidewalk Restoration Program	Eng	50		50			
Pavement Preservation Program	Eng	252		132	120		
Topcoat Asphalt (6 projects)	Eng	553			553		
Princess Park Road Sidewalk	Eng	120			120		
Sutherland Creek Flood Mitigation	Eng	1,310	1178			132	
North Town Line E (Pemberton to Mutual)	Eng	562	96	238		228	
N Town Line W (Thames to Shelton Drive)	Eng	40	40				
Dufferin St Reconstruction (Oxford St to West End)	Eng	6	6				
Oxford Street Parking Lot/Market Lane	Eng	6	6				
Caffyn St Reconstruction (Cross to Cedar)	Eng	10	10				
Cross St Reconstruction (Wellington to Caffyn)	Eng	7	7				
Caffyn St Reconstruction (Clarke to School)	Eng	5	5				
Street Light Replacement	Eng	10	10				
Mutual Street Light Replacement	Eng	14	14				
TOTAL CAPITAL PROJECTS		\$ 2,945	\$ 1,372	\$ 420	\$ 793	\$ 360	\$ -

Detailed summaries of the above projects provided in the report.

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT: ENGINEERING ACTIVITY: ADMINISTRATION	Actual	YTD Actual	Budget		Projection	Change 2016 to 2017		
	2015	2016	2016	2017	2018	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE								
PERMITS/LICENSES	(200)	(650)	(2,500)	(500)	(500)	2,000		
USER FEES	(1,018)	(1,434)	(800)	(1,500)	(800)	(700)		
RECOVERIES	(139,843)	(106,110)	(116,000)	(115,200)	(105,200)	800		
	<u>(141,061)</u>	<u>(108,194)</u>	<u>(119,300)</u>	<u>(117,200)</u>	<u>(106,500)</u>	<u>2,100</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	372,647	300,415	404,660	350,200	363,395	(54,460)	13%	(1)
ADMINISTRATIVE EXPENSE	8,476	7,195	10,150	18,550	18,550	8,400	83%	(2)
OPERATING EXPENSE	2,706	11,597	11,650	2,970	1,950	(8,680)	75%	(3)
COMMUNICATIONS	11,566	9,238	10,000	11,000	11,000	1,000		
PROGRAM EXPENSES	850	1,224	2,565	2,565	2,565	--		
MEETINGS, CONFERENCES, TRAINING	11,311	8,543	16,300	15,700	16,300	(600)		
FUEL / TRANSPORTATION COSTS	2,922	2,919	2,100	2,600	2,600	500		
PROFESSIONAL FEES	25,927	7,716	41,200	26,200	69,700	(15,000)	36%	(4)
CONTRACTED SERVICES	689	1,012	--	2,500	100	2,500		
MARKETING & PROMOTION	1,143	711	2,000	2,000	2,275	--		
EQUIP REPAIRS & MAINTENANCE	(6,136)	(8,774)	(2,800)	(2,800)	(2,800)	--		
EQUIPMENT USAGE	963	1,762	200	200	200	--		
	<u>433,065</u>	<u>343,557</u>	<u>498,025</u>	<u>431,685</u>	<u>485,835</u>	<u>(66,340)</u>		
NET OPERATING (REVENUE) EXPENSE	<u>292,004</u>	<u>235,364</u>	<u>378,725</u>	<u>314,485</u>	<u>379,335</u>	<u>(64,240)</u>		
OTHER								
TRANSFER TO RESERVES & RES FUNDS	1,339,236	1,622,000	1,622,000	1,877,000	2,130,000	255,000	16%	(5)
	<u>1,339,236</u>	<u>1,622,000</u>	<u>1,622,000</u>	<u>1,877,000</u>	<u>2,130,000</u>	<u>255,000</u>		
	<u>1,631,240</u>	<u>1,857,364</u>	<u>2,000,725</u>	<u>2,191,485</u>	<u>2,509,335</u>	<u>190,760</u>	10%	

EXPLANATION OF CHANGE:

- (1) Temp technician contract position eliminated based on anticipated work load in 2017
- (2) Increase in Subscription expenses - software warranty and licensing
- (3) Reduce budget for new equipment - no big items in 2017
- (4) Phase II Storm water Management Study postponed till 2018
- (5) Increase in funding from operating for 2016 capital projects. Additional \$250K contribution to increase reserves

INCLUDES DEPARTMENTS:

4000-4000
4000-5020

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT: ENGINEERING	ACTIVITY: STREET LIGHTING & TRAFFIC SIGNALS	Actual	YTD Actual	Budget		Projection	Change 2016 to 2017			
		2015	2016	2016	2017	2018	(fav)	% if > \$2,500	ref	
							unfav	& +/- 5%		
REVENUE										
		--	--	--	--	--				
EXPENSE										
UTILITIES - HEAT, HYDRO, WATER		231,410	182,617	239,200	250,200	257,556			11,000	
EQUIP REPAIRS & MAINTENANCE		31,803	17,388	23,000	24,000	27,000			1,000	
		<u>263,212</u>	<u>200,006</u>	<u>262,200</u>	<u>274,200</u>	<u>284,556</u>			<u>12,000</u>	
NET OPERATING (REVENUE) EXPENSE		<u>263,212</u>	<u>200,006</u>	<u>262,200</u>	<u>274,200</u>	<u>284,556</u>			<u>12,000</u>	
OTHER										
		--	--	--	--	--			--	
		<u>263,212</u>	<u>200,006</u>	<u>262,200</u>	<u>274,200</u>	<u>284,556</u>			<u>12,000</u> 5%	
EXPLANATION OF CHANGE:							INCLUDES DEPARTMENTS:			
No significant changes							4000-4400			
							4000-4410			

**Town of Ingersoll
2017 Capital Budget Project Sheet**

Department: Transportation	GL Account: 10-0000-????-
Project Name: King Street Full Depth Removal	
Project Category: Efficiency / Cost Savings	▼ <i>Please select from drop down menu</i>
Project in Asset Management Plan?	Yes ▼ <i>Please select from drop down menu</i>

Project Description/Location/Map:
 Full depth removal and replacement of asphalt on King Street from Harris Street to the Town Limits

Long-term Financial Impact:
 More cost effective to do a Full Depth now, then to wait for the road to need a full reconstruction

Project Priority: High ▼ *Please select from drop down menu*
 PCI of 57.5, Full Depth typically required between 50 and 60

Project Risks:
 Unknown Granular material

<u>Project Start Date:</u> Summer 2017	<u>Project Completion Date:</u> Summer 2017
--	---

Project Year: 2017

Costs		Funding	
Contract	229,000	Gas Tax	120,000
Material	_____	Eng Misc Projects	132,000
Payroll	23,000		_____
Other	_____	Debenture	-
	<u>252,000</u>		_____
County Costs not included in the above	_____		

**Town of Ingersoll
2017 Capital Budget Project Sheet**

Department: Transportation	GL Account: 10-0000-3265-
Project Name: Sutherland Creek Flood Mitigation - Victoria St Culvert (C1)	
Project Category	Critical <input type="button" value="v"/> <i>Please select from drop down menu</i>
Project in Asset Management Plan?	Yes <input type="button" value="v"/> <i>Please select from drop down menu</i>

Project Description/Location/Map:
 Reconstruction of the Victoria Street Culvert over Sutherland Creek, including bank stabilization work.

Long-term Financial Impact:
 Will reduce maintenance costs of public works with regards to the culvert and the sidewalk

Project Priority: High *Please select from drop down menu*
 Recommended for immediate replacement through Biennial Bridge Inspections from Burnside Engineering

Project Risks:
 There is a building located within close proximity to the structure

<u>Project Start Date:</u> Summer 2017	<u>Project Completion Date:</u> Fall 2017
--	---

<u>Project Year:</u> 2017	
Costs	Funding
Contract 1,250,000	OCIF Grant 132,000
Material _____	Eng. Misc. 1,178,000
Payroll 60,000	_____
Other _____	_____
<u>1,310,000</u>	Debenture <u>-</u>
County Costs not included in the above _____	

**Town of Ingersoll
2017 Capital Budget Project Sheet**

Department: Transportation	GL Account: 10-0000-????-
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Project Name: 2017 Topcoat Contract

Project Category	Mandatory	▼ <i>Please select from drop down menu</i>
-------------------------	-----------	--

Project in Asset Management Plan?	Yes	▼ <i>Please select from drop down menu</i>
--	-----	--

Project Description/Location/Map:
 Topcoat asphalt of previous reconstruction jobs. Includes; Whiting Street, Culloden Road, Old Whiting Street, Clarke Road, Maple Lane, Brickwood Boulevard, and Catherine Street

Long-term Financial Impact:

<u>Project Priority:</u>	High	▼ <i>Please select from drop down menu</i>
---------------------------------	------	--

Town policy is to topcoat roadways 2 years after base coat

Project Risks:
 Specify risks related to grants, costs, timing etc.

<u>Project Start Date:</u> Summer 2017	<u>Project Completion Date:</u> Summer 2017
--	---

<u>Project Year:</u> 2017			
Costs		Funding	
Contract	498,000	Gas Tax	553,000
Material	_____		_____
Payroll	55,000		_____
Other	_____		_____
	<u>553,000</u>	Debenture	<u>-</u>
County Costs not included in the above	_____		

**Town of Ingersoll
2017 Capital Budget Project Sheet**

Department: Transportation	GL Account: 10-0000-????-
Project Name: Princess Park Road Sidewalks	
Project Category	Service Level ▼ <i>Please select from drop down menu</i>
Project in Asset Management Plan?	No ▼ <i>Please select from drop down menu</i>

Project Description/Location/Map:
Construction of sidewalks on Princess Park Road.

Long-term Financial Impact:

Project Priority: High ▼ *Please select from drop down menu*
Pedestrian safety is a concern due to a lack of sidewalks and an adjoining school

Project Risks:
Specify risks related to grants, costs, timing etc.

<u>Project Start Date:</u> Summer 2017	<u>Project Completion Date:</u> Summer 2017
--	---

Project Year: 2017

Costs		Funding	
Contract	110,000	Gas Tax	120,000
Material	_____		_____
Payroll	10,000		_____
Other	_____		_____
	<u>120,000</u>	Debenture	<u>-</u>
County Costs not included in the above	_____		

**Town of Ingersoll
2017 Capital Budget Project Sheet**

Department: Street Lighting	GL Account: 10-0000-????-
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Project Name: Mutual Street Light Replacement

Project Category	Critical	<i>Please select from drop down menu</i>
-------------------------	----------	--

Project in Asset Management Plan?	No	<i>Please select from drop down menu</i>
--	----	--

Project Description/Location/Map:
Replacement of poles and street lights on Mutual St from Charles St to St. Andrews St.

Long-term Financial Impact:

<u>Project Priority:</u>	High	<i>Please select from drop down menu</i>
---------------------------------	------	--

Replacement of aging poles at end of useful life

Project Risks:
Specify risks related to grants, costs, timing etc.

<u>Project Start Date:</u> Summer 2017	<u>Project Completion Date:</u> Summer 2017
--	---

<u>Project Year:</u> 2017	
Costs	Funding
Contract	Levy
14,000	14,000
Material	
Payroll	
Other	
14,000	-
County Costs not included in the above	

**Town of Ingersoll
2017 Capital Budget Project Sheet**

Department: Transportation	GL Account: 10-0000-????-
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Project Name: North Town Line East Reconstruction

Project Category	Critical	▼ <i>Please select from drop down menu</i>
-------------------------	----------	--

Project in Asset Management Plan?	Yes	▼ <i>Please select from drop down menu</i>
--	-----	--

Project Description/Location/Map:
 A joint reconstruction project with Zorra Township. Work includes urbanization of cross section, complete with curb and gutter, sidewalks, bicycle lanes and storm sewers from Pemberton Street to Mutual Street

Long-term Financial Impact:
 Will reduce maintenance costs for Public Works.
 Additional assets will be acquired and added to the Asset Management Plan

<u>Project Priority:</u>	High	▼ <i>Please select from drop down menu</i>
---------------------------------	------	--

This is a joint project with Zorra Township

Project Risks:
 Specify risks related to grants, costs, timing etc.

<u>Project Start Date:</u> Summer 2017	<u>Project Completion Date:</u> Summer 2020
--	---

Financial:	Prio	2017	2020	Total
Costs				
Prime Contract		479,000	90,000	569,000
Material				-
Payroll		85,000	10,000	95,000
Other				-
	-	564,000	-	100,000
Funding				
Levy				-
Reserve/ Reserve Funds		336,000		336,000
Dev. Charges				
Stormwater Grant		228,000		228,000
Gas Tax			100,000	100,000
Debenture				-
	-	564,000	-	100,000
Zorra Costs not included in the above		420,000		420,000

**Town of Ingersoll
Public Works
2017 DRAFT BUDGET**

What We Do

The Public Works Department is responsible for:

Maintenance of Bridges and Culverts, Roadsides, Sidewalks, Trees, Catch basins/Storm Sewers and Road Top Street Sweeping, Winter Control, Signs, Guiderail, Railway Crossings, Detours, Brush/Yard Waste/Leaf Pick up and Litter Pick up.

Operating Projects / Memos/ Enhancements /Challenges

Budget lines have been adjusted to be more in line with 2016 actual results.

A slight increase proposed in Winter Control due to the projected harsh winter conditions.

There are upcoming changes to the Maintenance Standards in 2017 that should help reduce the Town's liability.

It is recommended that any unused Winter Control funds at the end of 2017 to be transferred to the Winter Control Reserve, subject to the overall year-end position.

Capital Budget Summary

PROJECT	Dept	TOTAL	Levy <i>Trf Reserves</i>	Reserve	Res Fund	Grants	County
Public Works-Roof flat portion	PW	40		40			
Replace Truck #8	PW	228		228			
TOTAL CAPITAL PROJECTS		\$ 268	\$ -	\$ 268	\$ -	\$ -	\$ -

Detailed summaries of the above projects provided in the report.

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT: PUBLIC WORKS ACTIVITY: TOTAL ALL ACTIVITIES	Actual	YTD Actual	Budget		Projection	Change 2016 to 2017		
	2015	2016	2016	2017	2018	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE								
SALE OF GOODS OR SERVICES	(9,127)	(8,373)	(8,060)	(7,060)	(8,950)	1,000		
PERMITS/LICENSES	(1,800)	(10,650)	--	(5,000)	--	(5,000)		
USER FEES	(427)	--	(300)	(300)	(300)	--		
RECOVERIES	(24,069)	(21,721)	(19,000)	(20,000)	(20,050)	(1,000)		
COUNTY RECOVERY	(284,170)	(101,433)	(189,818)	(199,018)	(199,018)	(9,200)		
GRANTS / SUBSIDIES / REBATES	(3,840)	--	(1,680)	(1,680)	(1,680)	--		
	<u>(323,432)</u>	<u>(142,176)</u>	<u>(218,858)</u>	<u>(233,058)</u>	<u>(229,998)</u>	<u>(14,200)</u>		
EXPENSE								
SALARIES, WAGES & BENEFITS	1,007,852	867,058	998,681	1,011,016	1,021,634	12,335		
ADMINISTRATIVE EXPENSE	1,345	786	1,175	1,175	1,485	--		
OPERATING EXPENSE	17,624	17,249	20,800	20,400	27,700	(400)		
COMMUNICATIONS	7,436	6,817	9,077	7,889	8,877	(1,188)		
UTILITIES - HEAT, HYDRO, WATER	20,147	14,129	20,496	20,690	21,690	194		
PROGRAM EXPENSES	805	770	786	786	976	--		
MEETINGS, CONFERENCES, TRAINING	12,496	9,696	12,945	9,405	10,765	(3,540)	27%	
FUEL / TRANSPORTATION COSTS	62,327	38,822	71,060	55,310	55,310	(15,750)	22%	
CONTRACTED SERVICES	27,918	13,967	25,000	28,500	28,500	3,500	14%	
MARKETING & PROMOTION	5,310	1,952	6,200	5,500	6,725	(700)		
LAND MAINTENANCE & IMPROVEMENT	--	--	1,500	1,500	1,500	--		
EQUIP REPAIRS & MAINTENANCE	4,064	1,272	96,252	96,252	96,252	--		
BLDG REPAIRS & MAINTENANCE	11,331	11,793	7,500	9,000	9,000	1,500		
SNOW REMOVAL AND SANDING	19,441	14,180	15,000	18,000	18,000	3,000	20%	
MAINTENANCE CONTRACTS	8,795	5,972	11,470	12,130	12,130	660		
MATERIALS	435,799	377,029	482,886	383,636	384,886	(99,250)	21%	
EQUIPMENT USAGE	77,294	36,738	790	--	--	(790)		
	<u>1,719,982</u>	<u>1,418,228</u>	<u>1,781,618</u>	<u>1,681,189</u>	<u>1,705,430</u>	<u>(100,429)</u>		
NET OPERATING (REVENUE) EXPENSE	<u>1,396,550</u>	<u>1,276,052</u>	<u>1,562,760</u>	<u>1,448,131</u>	<u>1,475,432</u>	<u>(114,629)</u>		
OTHER								
TRANSFER FROM RESERVES & RES FUNDS	--	--	(97,500)	(2,500)	(2,500)	95,000	97%	
TRANSFER TO RESERVES & RES FUNDS	222,758	230,000	240,510	242,820	243,104	2,310		
	<u>222,758</u>	<u>230,000</u>	<u>143,010</u>	<u>240,320</u>	<u>240,604</u>	<u>97,310</u>		
	<u>1,619,308</u>	<u>1,506,052</u>	<u>1,705,770</u>	<u>1,688,451</u>	<u>1,716,036</u>	<u>(17,319)</u>	1%	
SUMMARY OF ALL PUBLIC WORKS ACTIVITIES:								
ADMINISTRATION & EQUIPMENT			374,732	333,983		(40,749)		
BRIDGES & CULVERTS			11,790	11,650		(140)		
ROADSIDE MAINTENANCE			208,760	220,950		12,190		
SURFACE MAINTENANCE			308,710	314,880		6,170		
ROADS, SIDEWALKS & PARKING LOTS			247,670	261,210		13,540		
WINTER CONTROL			462,776	459,096		(3,680)		
ENVIRONMENTAL SERVICES			91,332	86,682		(4,650)		
			<u>1,705,770</u>	<u>1,688,451</u>		<u>(17,319)</u>		

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT: PUBLIC WORKS						Change 2016 to 2017			
ACTIVITY:	ADMINISTRATION & EQUIPMENT	Actual	YTD Actual	Budget		Projection	(fav)	% if > \$2,500	
		2015	2016	2016	2017	2018	unfav	& +/- 5%	ref
REVENUE									
	SALE OF GOODS OR SERVICES	(2,792)	(1,956)	(2,500)	(1,500)	(2,500)	1,000		
	PERMITS/LICENSES	(1,800)	(10,650)	--	(5,000)	--	(5,000)		
	USER FEES	(427)	--	(300)	(300)	(300)	--		
	RECOVERIES	(21,374)	(21,721)	(19,000)	(20,000)	(20,000)	(1,000)		
	COUNTY RECOVERY	(176,565)	(91,806)	(162,800)	(172,000)	(172,000)	(9,200)	6%	(1)
	GRANTS / SUBSIDIES / REBATES	(3,840)	--	(1,680)	(1,680)	(1,680)	--		
		<u>(206,798)</u>	<u>(126,133)</u>	<u>(186,280)</u>	<u>(200,480)</u>	<u>(196,480)</u>	<u>(14,200)</u>		
EXPENSE									
	SALARIES, WAGES & BENEFITS	425,411	368,108	447,141	427,066	431,574	(20,075)		(2)
	ADMINISTRATIVE EXPENSE	1,345	786	1,175	1,175	1,485	--		
	OPERATING EXPENSE	16,519	16,299	18,300	17,900	25,200	(400)		
	COMMUNICATIONS	7,436	6,817	9,077	7,889	8,877	(1,188)		
	UTILITIES - HEAT, HYDRO, WATER	19,525	13,619	19,996	20,190	20,190	194		
	PROGRAM EXPENSES	805	720	786	786	976	--		
	MEETINGS, CONFERENCES, TRAINING	12,496	9,696	12,945	9,405	10,765	(3,540)	27%	(2)
	FUEL / TRANSPORTATION COSTS	62,327	38,822	71,060	55,310	55,310	(15,750)	22%	(2)
	MARKETING & PROMOTION	460	12	1,000	300	1,000	(700)		
	EQUIP REPAIRS & MAINTENANCE	4,064	1,272	96,252	96,252	96,252	--		
	BLDG REPAIRS & MAINTENANCE	11,331	11,793	7,500	9,000	9,000	1,500		
	MAINTENANCE CONTRACTS	8,795	5,972	11,470	12,130	12,130	660		
	EQUIPMENT USAGE	(272,602)	(225,836)	(376,200)	(365,760)	(366,044)	10,440		
		<u>297,931</u>	<u>248,079</u>	<u>320,502</u>	<u>291,643</u>	<u>306,715</u>	<u>(28,859)</u>		
	NET OPERATING (REVENUE) EXPENSE	<u>91,133</u>	<u>121,946</u>	<u>134,222</u>	<u>91,163</u>	<u>110,235</u>	<u>(43,059)</u>		
OTHER									
	TRANSFER TO RESERVES & RES FUNDS	222,758	230,000	240,510	242,820	243,104	2,310		
		<u>222,758</u>	<u>230,000</u>	<u>240,510</u>	<u>242,820</u>	<u>243,104</u>	<u>2,310</u>		
		<u>313,891</u>	<u>351,946</u>	<u>374,732</u>	<u>333,983</u>	<u>353,339</u>	<u>(40,749)</u>	11%	

EXPLANATION OF CHANGE:

- (1) Increased recoveries from the County based on anticipated work in 2017
- (2) To bring in line with 2016 actuals and anticipated work in 2017
- (3) Budget for security and fire monitoring, not budgeted in 2015

INCLUDES DEPARTMENTS:

- 4500-4000
- 4500-4100
- 4500-4190
- 4500-4230

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT: PUBLIC WORKS ACTIVITY: BRIDGES & CULVERTS	Actual	YTD Actual	Budget		Projection	Change 2016 to 2017		
	2015	2016	2016	2017	2018	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE	--	--	--	--	--	--		
EXPENSE								
SALARIES, WAGES & BENEFITS	4,858	6,110	3,840	7,500	7,600	3,660	95%	(1)
MATERIALS	5,830	3,560	5,000	2,500	3,000	(2,500)		
EQUIPMENT USAGE	501	689	2,950	1,650	1,650	(1,300)		
	<u>11,189</u>	<u>10,359</u>	<u>11,790</u>	<u>11,650</u>	<u>12,250</u>	<u>(140)</u>		
NET OPERATING (REVENUE) EXPENSE	<u>11,189</u>	<u>10,359</u>	<u>11,790</u>	<u>11,650</u>	<u>12,250</u>	<u>(140)</u>		
OTHER	--	--	--	--	--	--		
	<u>11,189</u>	<u>10,359</u>	<u>11,790</u>	<u>11,650</u>	<u>12,250</u>	<u>(140)</u>		1%

EXPLANATION OF CHANGE:
(1) To be in line with 2016 actuals

INCLUDES DEPARTMENTS:
4500-4110

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT: PUBLIC WORKS ACTIVITY: ROADSIDE MAINTENANCE	Actual	YTD Actual	Budget		Projection	Change 2016 to 2017		
	2015	2016	2016	2017	2018	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
REVENUE								
	--	--	--	--	--	--		
EXPENSE								
SALARIES, WAGES & BENEFITS	103,279	105,967	101,660	115,600	116,900	13,940	14%	(1)
MATERIALS	44,714	33,073	38,450	37,700	37,950	(750)		
EQUIPMENT USAGE	59,764	60,790	68,650	67,650	67,650	(1,000)		
	<u>207,756</u>	<u>199,829</u>	<u>208,760</u>	<u>220,950</u>	<u>222,500</u>	<u>12,190</u>		
NET OPERATING (REVENUE) EXPENSE	<u>207,756</u>	<u>199,829</u>	<u>208,760</u>	<u>220,950</u>	<u>222,500</u>	<u>12,190</u>		
OTHER								
	--	--	--	--	--	--		
	<u>207,756</u>	<u>199,829</u>	<u>208,760</u>	<u>220,950</u>	<u>222,500</u>	<u>12,190</u>		6%

EXPLANATION OF CHANGE:
(1) To be in line with 2016 actuals

INCLUDES DEPARTMENTS:
4500-4120
4500-4121
4500-4122
4500-4123
4500-4124

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT: PUBLIC WORKS ACTIVITY: SURFACE MAINTENANCE	Actual	YTD Actual	Budget		Projection	Change 2016 to 2017		
	2015	2016	2016	2017	2018	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE	--	--	--	--	--	--		
EXPENSE								
SALARIES, WAGES & BENEFITS	139,658	125,448	126,940	136,730	138,000	9,790	8%	(1)
MATERIALS	152,025	138,731	209,400	114,400	114,000	(95,000)	45%	(2)
EQUIPMENT USAGE	63,846	52,086	67,370	63,750	63,974	(3,620)	5%	(3)
	<u>355,529</u>	<u>316,265</u>	<u>403,710</u>	<u>314,880</u>	<u>315,974</u>	<u>(88,830)</u>		
NET OPERATING (REVENUE) EXPENSE	<u>355,529</u>	<u>316,265</u>	<u>403,710</u>	<u>314,880</u>	<u>315,974</u>	<u>(88,830)</u>		
OTHER								
TRANSFER FROM RESERVES & RES FUNDS	--	--	(95,000)	--	--	95,000	100%	(2)
	--	--	(95,000)	--	--	95,000		
	<u>355,529</u>	<u>316,265</u>	<u>308,710</u>	<u>314,880</u>	<u>315,974</u>	<u>6,170</u>	2%	

EXPLANATION OF CHANGE:

- (1) To be in line with 2016 actuals
- (2) Based on work to be performed in 2017
- (3) Based on work to be performed in 2017

INCLUDES DEPARTMENTS:

4500-4130
4500-4131
4500-4132
4500-4140
4500-4141

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT: PUBLIC WORKS ACTIVITY: ROADS, SIDEWALKS & PARKING LOTS	Actual	YTD Actual	Budget		Projection	Change 2016 to 2017		
	2015	2016	2016	2017	2018	(fav) unfav	% if > \$2,500 & +/- 5%	ref
REVENUE	(2,695)	--	--	--	--	--		
EXPENSE								
SALARIES, WAGES & BENEFITS	95,000	97,715	93,530	108,680	110,000	15,150	16%	(1)
UTILITIES - HEAT, HYDRO, WATER	622	510	500	500	1,500	--		
LAND MAINTENANCE & IMPROVEMENT	--	--	1,500	1,500	1,500	--		
SNOW REMOVAL AND SANDING	19,441	14,180	15,000	18,000	18,000	3,000	20%	(2)
MATERIALS	103,092	98,737	109,300	107,300	108,500	(2,000)		
EQUIPMENT USAGE	18,732	18,005	27,840	25,230	24,870	(2,610)	9%	(2)
	<u>236,888</u>	<u>229,148</u>	<u>247,670</u>	<u>261,210</u>	<u>264,370</u>	<u>13,540</u>		
NET OPERATING (REVENUE) EXPENSE	<u>234,193</u>	<u>229,148</u>	<u>247,670</u>	<u>261,210</u>	<u>264,370</u>	<u>13,540</u>		
OTHER								
	--	--	--	--	--	--		
	<u>234,193</u>	<u>229,148</u>	<u>247,670</u>	<u>261,210</u>	<u>264,370</u>	<u>13,540</u>	5%	

EXPLANATION OF CHANGE:

- (1) To be in line with 2016 actuals
- (2) Based on the forecast for more then normal precipitation and a cold winter in general

INCLUDES DEPARTMENTS:

4500-4160
4500-4161
4500-4200
4500-4205
4500-4220
4500-4522

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT: PUBLIC WORKS ACTIVITY: WINTER CONTROL	Actual	YTD Actual	Budget		Projection	Change 2016 to 2017	
	2015	2016	2016	2017	2018	(fav) unfav	% if > \$2,500 & +/- 5% ref
REVENUE	--	--	--	--	--	--	
EXPENSE							
SALARIES, WAGES & BENEFITS	128,445	90,952	153,510	143,900	145,390	(9,610)	
CONTRACTED SERVICES	27,897	13,967	25,000	28,500	28,500	3,500	
MATERIALS	122,732	99,447	116,936	116,936	116,936	--	
EQUIPMENT USAGE	145,187	106,861	167,330	169,760	170,130	2,430	
	<u>424,261</u>	<u>311,226</u>	<u>462,776</u>	<u>459,096</u>	<u>460,956</u>	<u>(3,680)</u>	
NET OPERATING (REVENUE) EXPENSE	<u>424,261</u>	<u>311,226</u>	<u>462,776</u>	<u>459,096</u>	<u>460,956</u>	<u>(3,680)</u>	
OTHER	--	--	--	--	--	--	
	<u>424,261</u>	<u>311,226</u>	<u>462,776</u>	<u>459,096</u>	<u>460,956</u>	<u>(3,680)</u>	1%
EXPLANATION OF CHANGE: No significant changes						INCLUDES DEPARTMENTS: 4500-4150 4500-4151 4500-4152 4500-4153 4500-4221	

**Town of Ingersoll
2017 DRAFT BUDGET
December 5, 2016**

DEPARTMENT:	PUBLIC WORKS	Actual	YTD Actual	Budget		Projection	Change 2016 to 2017		
				2016	2017		(fav)	% if > \$2,500	ref
ACTIVITY:	ENVIRONMENTAL SERVICES	2015	2016	2016	2017	2018	unfav	& +/- 5%	
REVENUE									
	SALE OF GOODS OR SERVICES	(6,335)	(6,416)	(5,560)	(5,560)	(6,450)	--		
	RECOVERIES	--	--	--	--	(50)	--		
	COUNTY RECOVERY	(107,604)	(9,627)	(27,018)	(27,018)	(27,018)	--		
		<u>(113,939)</u>	<u>(16,043)</u>	<u>(32,578)</u>	<u>(32,578)</u>	<u>(33,518)</u>	--		
EXPENSE									
	SALARIES, WAGES & BENEFITS	111,201	72,758	72,060	71,540	72,170	(520)		
	OPERATING EXPENSE	1,105	950	2,500	2,500	2,500	--		
	PROGRAM EXPENSES	--	50	--	--	--	--		
	MARKETING & PROMOTION	4,850	1,940	5,200	5,200	5,725	--		
	MATERIALS	7,406	3,481	3,800	4,800	4,500	1,000		
	EQUIPMENT USAGE	61,865	24,143	42,850	37,720	37,770	(5,130)		
		<u>186,427</u>	<u>103,322</u>	<u>126,410</u>	<u>121,760</u>	<u>122,665</u>	<u>(4,650)</u>		
	NET OPERATING (REVENUE) EXPENSE	<u>72,488</u>	<u>87,279</u>	<u>93,832</u>	<u>89,182</u>	<u>89,147</u>	<u>(4,650)</u>		
OTHER									
	TRANSFER FROM RESERVES & RES FUNDS	--	--	(2,500)	(2,500)	(2,500)	--		
		<u>--</u>	<u>--</u>	<u>(2,500)</u>	<u>(2,500)</u>	<u>(2,500)</u>	<u>--</u>		
		<u>72,488</u>	<u>87,279</u>	<u>91,332</u>	<u>86,682</u>	<u>86,647</u>	<u>(4,650)</u>	5%	
EXPLANATION OF CHANGE:							INCLUDES DEPARTMENTS:		
No significant changes							4500-4203		
							4500-4207		
							4500-4209		
							4500-500**		

**Town of Ingersoll
2017 Capital Budget Project Sheet**

Department: Public Works	GL Account: 10-0000-????-
---------------------------------	----------------------------------

Project Name: Replacement of truck #8

Project Category	Critical	▼ <i>Please select from drop down menu</i>
-------------------------	----------	--

Project in Asset Management Plan?	Yes	▼ <i>Please select from drop down menu</i>
--	-----	--

Project Description/Location/Map:
The replacement of truck # 8

Long-term Financial Impact:

<u>Project Priority:</u>	High	▼ <i>Please select from drop down menu</i>
---------------------------------	------	--

Truck being replaced as per Public Works 8 year replacement policy

Project Risks:
Specify risks related to grants, costs, timing etc.

<u>Project Start Date:</u> Summer 2017	<u>Project Completion Date:</u> Summer 2017
--	---

<u>Project Year:</u> 2017	
Costs	Funding
Contract	PW Equip
228,000	228,000
Material	
Payroll	
Other	
228,000	-
County Costs not included in the above	

**Town of Ingersoll
2017 Capital Budget Project Sheet**

Department: Public Works	GL Account: 10-0000-????-
Project Name: Public Works Shop Flat Roof Replacement	
Project Category	Critical <input type="button" value="v"/> <i>Please select from drop down menu</i>
Project in Asset Management Plan?	No <input type="button" value="v"/> <i>Please select from drop down menu</i>

Project Description/Location/Map:
Replacement of the flat roof portion of the Public Works Building

Long-term Financial Impact:

Project Priority: High *Please select from drop down menu*
Was scheduled for 2020, but pushed up to coincide with parks shop and Town Centre roof replacement

Project Risks:
Specify risks related to grants, costs, timing etc.

<u>Project Start Date:</u> Summer 2017	<u>Project Completion Date:</u> Summer 2017
--	---

<u>Project Year:</u> 2017	
Costs	Funding
Contract 10,000	Public Bldg. 10,000
Material _____	_____
Payroll _____	_____
Other 10,000	Debenture -
_____	_____
County Costs not included in the above 10,000	

**TOWN OF INGERSOLL
10 YEAR CAPITAL FORECAST - 2017 TO 2026
2017 DRAFT CAPITAL BUDGET
\$,000**

Pr #	PROJECT	Funding Source	Project Category	Project Priority	Total 2017 & On	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Discussion Items															
					0										
GENERAL GOVERNMENT															
INFORMATION TECHNOLOGY - IT															
3050	Hardware Upgrades	IT Reserve	Service Level	High	25	25									
TBD	Phone System Replacement	IT Reserve	Service Level		15				15						
TOTAL - GENERAL GOVERNMENT					40	25	0	0	15	0	0	0	0	0	0
PROTECTION TO PERSONS & PROPERTY															
FIRE															
TBD	Gear for additional volunteer firefighters	Fire Reserve			36		18						18		
TBD	54-07 Chev 2011 Pickup	Fire Reserve			50				50						
TBD	54-04 AERIAL TRUCK	Fire Reserve			1,200						1,200				
PUBLIC BUILDINGS															
3120	Town Centre Backflow Preventer Installation	Oxford Fac Reserve Oxford County	Critical	High	8 8	8 8									
	Town Centre Roof Top Replacement	Public Bldg Reserve Oxford County	Critical	High	75 75	75 75									
	Town Centre Rooftop AC Units	Oxford Fac Reserve Oxford County	Critical	High	220 220			220 220							
3125	Town Centre Building Curbing	Oxford Fac Reserve Oxford County	Efficiency / Cost Savings	Medium	10 10	10 10									
TBD	Town Centre Front Door Replacement	Public Bldg Reserve Oxford County	Service Level	Medium	5 5	5 5									
TBD	Town Centre basement level - Security System Upgrade	Public Bldg Reserve	Critical	Medium	25	25									
3124	Town Centre upper levels - Security System Upgrade	Public Bldg Reserve			40			40							
TBD	Town Centre Fire Alarm	Public Bldg Reserve Oxford County			21 21			21 21							
TBD	Town Centre-Eng/Bldg Painting Offices	Oxford Fac Reserve			10			10							
TBD	Town centre parking pavement replacement	Oxford Fac Reserve Oxford County			15 15			15 15							
TBD	Town Centre sidewalk replacement	Oxford Fac Reserve Public Bldg Reserve			10 20								10 20		
TBD	OPP Bldg - ceiling tiles, lights, air vents	Police Reserve			25			25							
TBD	OPP - parking lot - asphalt replacement	Police Reserve			40				40						
TBD	Public Works-Roof flat portion	Public Bldg Reserve	Critical	Medium	40	40									
TOTAL - PROTECTION TO PERSONS					2,203	260	100	505	50	40	1,200	18	30	0	0
TRANSPORTATION															
CONSTRUCTION - ROADS & BRIDGES															
3269	Bridge Rehab Annual Inspections	Eng Misc Projects			600		100			100	100	100	100	100	100
3242	Sidewalk Restoration Program	Eng Misc Projects	Service Level	Medium	250	50	50		50			50		50	
3265	Pavement Preservation Program														
	King St FDR (Harris to Town Limit)	Eng Misc Projects Gas Tax	Efficiency / Cost Savings	High	132 120	132 120									
	Mutual St MP (CNR Tracks to King Solomon)	OCIF Grant			130			130							
	Concession St MP (Wellington to Park)	Gas Tax			35			35							
	Alma St FDR (Thames to George)	Gas Tax			80			80							
	Oakwood St FDR (Tracks to Thomas)	Gas Tax OCIF Grant			33 57			33 57							
	Charles Street West MP (Thames St S to Avonlea)	Gas Tax OCIF Grant			100 39			100 39							
	Charles St E Mill & Pave (Thames to Harris)	OCIF Grant			250			250							
	Canterbury St FDR (Harris to Wellington)	Gas Tax			289			289							
	Janes Road MP (Pemberton St to Mutual St)	Gas Tax OCIF Grant			96 24				96 24						

TOWN OF INGERSOLL
10 YEAR CAPITAL FORECAST - 2017 TO 2026
2017 DRAFT CAPITAL BUDGET
\$,000

Pr #	PROJECT	Funding Source	Project Category	Project Priority	Total 2017 & On	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
	Church St MP (King St to Charles St)	OCIF Grant			30										30
	Fergusson Ave MP (Centre to Princess Park)	OCIF Grant			235										235
	NTL MP (Thames St to George St)	Gas Tax			80										80
	Annual Program - Projects to be Determined	Gas Tax OCIF Grant			1,800 1,734					300 289	300 289	300 289	300 289	300 289	300 289
	Topcoat Asphalt														
3264	Brickwood Boulevard and Maple Lane Topcoat	Gas Tax	Mandatory	High	83	83									
3266	Clark Road West Topcoat	Gas Tax	Mandatory	High	77	77									
3267	Old Whiting Topcoat	Gas Tax	Mandatory	High	35	35									
3268	Culloden Road Topcoat (Old Whiting to 401)	Gas Tax	Mandatory	High	155	155									
3262	Whiting Street Topcoat (Hol to Old Whiting)	Gas Tax	Mandatory	High	137	137									
3261	Catherine Street Topcoat	Gas Tax	Mandatory	High	66	66									
	Tunis St Topcoat	Gas Tax	Mandatory	High	90		90								
3255	Etna/Centre/Martha St Reconstruction	Gas Tax	Mandatory	High	38		38								
3271	Concession St. (Wellington to Centre)	Gas Tax	Mandatory	High	22		22								
3260	Princess Park Road Sidewalk	Gas Tax	Critical	High	120	120									
3272	Sutherland Creek Flood Mitigation (Victoria St. & Wonham St. Culvert Replacements)	Eng Misc Projects OCIF Grant	Critical	High	1,178 132	1,178 132									
3256	North Town Line E (Pemberton to Mutual)	Eng Misc Projects Stormwater grant Gas Tax	Critical	High	334 228 100	334 228							100		
3258	N Town Line W (Thames to Shelton Drive)	Eng Misc Projects Gas Tax Stormwater grant	Critical	High	342 100 228	40	302							100	
3275	Dufferin St Reconstruction (Oxford St to West End)	Eng Misc Projects Gas Tax	Critical	Medium	356 6	6	350								6
	Oxford Street Parking Lot/Market Lane	Eng Misc Projects Gas Tax	Critical	Medium	164 14	6	158								14
TBD	Caffyn St Reconstruction (Cross to Cedar)	Eng Misc Projects	Critical	Medium	370	10	360								
	Cross St Reconstruction (Wellington to Caffyn)	Eng Misc Projects	Critical	Medium	247	7	240								
	Caffyn St Reconstruction (Clarke to School)	Eng Misc Projects	Critical	Medium	135	5	130								
TBD	Pemberton St. over Thames River Bridge Rehabilitation	Eng Misc Projects Stormwater grant			442 228		20	422 228							
	Mutual St over Thames River Bridge Rehabilitation	Eng Misc Projects			365		15	350							
3257	William St Reconstruction	Eng Misc Projects Stormwater grant Gas Tax			597 228 60			50	547 228						60
TBD	George St (William to Cathcart)	Eng Misc Projects Gas Tax			600 51			20	580						51
TBD	George St (Carnegie to Catherine)	Eng Misc Projects Gas Tax			210 20			10	200						20
	Cherry St MP (Carrol St to Harris St)	Eng Misc Projects Gas Tax			252 92			252							92
TBD	Merrit St Reconstruction (King to Charles)	Eng Misc Projects			258			8	250						
3274	Water Street over Hall's Creek Culvert Rehabilitation	Eng Misc Projects			130			5	125						
	Wellington St over Hall's Creek Culvert Rehabilitation	Eng Misc Projects			165			5	160						
TBD	Ann St. Reconstruction (Oxford - Thames St)	Eng Misc Projects			407			7	400						
TBD	Clark Road over Hall's Creek Culvert Rehabilitation	Eng Misc Projects			192			12	180						
	Canterbury St over Hall's Creek Culvert Rehabilitation	Eng Misc Projects			182			12	170						
TBD	Thames St S excluding culvert	Eng Misc Projects			904		20	884							
	Charles St E over Hall's Creek Culvert Rehabilitation	Eng Misc Projects			160				160						
TBD	St Andrew St Reconstruction	Eng Misc Projects			400				400						
TBD	King St W Sidewlks (Ingersoll to Oakwood)	Eng Misc Projects			200				200						
TBD	Wonham St S Reconstruction	Eng Misc Projects Gas Tax			484 26			10	474						
	Wonham St. S. over Whiting Creek Culvert Replacement	Eng Misc Projects			450				450						26
	Carnegie St over Henderson Creek Culvert Rehabilitation	Eng Misc Projects			120										120
TBD	Kiwrin Drive	Eng Misc Projects			677										677
	Frances St (Merrit to Wonham)	Eng Misc Projects			55										55
TBD	Albert St Reconstruction (Charles St W to Ann St)	Eng Misc Projects			1,150										1,150
	Sutherland Creek Flood Mitigation	Eng Misc Projects			50										50

TOWN OF INGERSOLL
10 YEAR CAPITAL FORECAST - 2017 TO 2026
2017 DRAFT CAPITAL BUDGET
\$,000

Pr #	PROJECT	Funding Source	Project Category	Project Priority	Total 2017 & On	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
	(Wonham St. N. - C4 Culvert Replacement)	Eng Misc Projects			1,000							1,000			
TBD	Pemberton St Reconstruction - 2010	Eng Misc Projects			727							727			
TBD	Duke St & Duke Lane Reconstruction	Eng Misc Projects			615							615			
TBD	Haines St Reconstruction	Eng Misc Projects			285							10	275		
		DC Reserve Fund			50								50		
		Gas Tax			35										35
TBD	Fuller Street Extension	Eng Misc Projects			574								574		
		DC Reserve Fund			383								383		
	King St E over Hall's Creek Culvert Rehabilitation	Eng Misc Projects			220								220		
TBD	Earl St Reconstruction (Ann St to Frances St)	Eng Misc Projects			460								460		
TBD	Benson St & Frederick St Reconstruction	Eng Misc Projects			525									525	
TBD	Boles St Reconstruction	Eng Misc Projects			65									65	
TBD	Union St Reconstruction	Eng Misc Projects			125									125	
3273	Replace Hall's Creek Culvert @ Centennial Park Lane	Eng Misc Projects			450									450	
	Cathcart St Recon.	Eng Misc Projects			350										350
	George St Culvert Rehab.	Eng Misc Projects			500										500
SUB-TOTAL - ROADS & BRIDGES					26,390	2,921	2,408	3,003	3,175	2,673	2,964	3,117	2,651	1,904	1,574
STREET LIGHTING															
3249	STREET LIGHT REPLACEMENT	Eng Misc Projects	Mandatory	High	100	10	10	10	10	10	10	10	10	10	10
	Mutual Street Light Replacement	Eng Misc Projects	Critical	High	14	14									
	Westfield Subdivision Street Light Replacement	Eng Misc Projects			120			22	23	24	25	26			
SUB TOTAL - STREET LIGHTING					234	24	10	32	33	34	35	36	10	10	10
TOTAL - TRANSPORTATION					26,624	2,945	2,418	3,035	3,208	2,707	2,999	3,153	2,661	1,914	1,584
ENGINEERING															
TBD	Engineering Van	Eng Misc Projects			30				30						
TBD	Total Station & Data Collector	Eng Misc Projects			50				50						
TBD	GPS Units (2)	Eng Misc Projects			60						60				
TOTAL - ENGINEERING					140	0	0	0	80	0	0	60	0	0	0
PUBLIC WORKS															
	REPLACE TRUCK # 8	PW Equip	Critical	High	453	228								225	
3414	REPLACE #5	PW Equip			480		240								240
TBD	REPLACE WHEEL LOADER #13	PW Equip			230		230								
TBD	PW29 Brush Chipper	PW Equip			43					43					
TBD	REPLACE #7	PW Equip			88			50							38
TBD	REPLACE LEAF MACHINE	PW Equip			38			38							
TBD	SALT BRINE TANKAGE & CONTAINMENT	PW Equip			20			20							
		DC Reserve Fund			5			5							
TBD	REPLACE TRUCK #10	PW Equip			34			34							
TBD	REPLACE TRUCK #1	PW Equip			36			36							
TBD	REPLACE TRUCK #9	PW Equip			36			36							
TBD	PW13B Snow Plow	PW Equip			36					36					
TBD	PW22 Asphalt Roller	PW Equip			62				62						
TBD	REPLACE TRACTOR MOWER	PW Equip			156					156					
TBD	REPLACE TRUCK #6	PW Equip			245					245					
TBD	2013 Dodge Ram	PW Equip			30					30					
TBD	2014 Dodge RAM	PW Equip			30					30					
TBD	PW12 Tractor Backhoe	PW Equip			115						115				
TBD	PW15 Sweeper & Catch Basin Cleaner	PW Equip			230						230				
TBD	REPACE LEAF MACHINE	PW Equip			45							45			
TBD	PW17 Sidewalk Tractor	PW Equip			110							110			
TBD	REPLACE TRUCK #4	PW Equip			202							202			
3401	REPLACE TRUCK #3	PW Equip			225								225		
TBD	PW23 PTO Generator	PW Equip			20								20		
TBD	SALT STORAGE EXPANSION	PW Equip			95									95	
		DC Reserve Fund			5									5	
TBD	JIB CRANE	PW Equip			16										16

TOWN OF INGERSOLL
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Pr #	PROJECT	Funding Source	Project Category	Project Priority	Total 2017 & On	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	
TOTAL - PUBLIC WORKS						3,085	228	470	219	62	540	345	357	245	325	294
PARKS AND RECREATION																
ARENA																
3546	Painting of Arena Exterior	Parks Fac Reserve	Efficiency / Cost Savings	High	15	15										
	Replace Safety Netting	Parks Fac Reserve	Service Level	High	10	10										
	Paving of a rear property	Parks Fac Reserve	Critical	High	25	25										
	Parks & Recreation Master Plan	Parks Fac Reserve			30						30					
	DC Reserve less non-residential = 60% funded	DC Reserve Fund			45						45					
Multi Use Rec Facility																
3700	IDMC Arena Replacement (land purchase and servicing)	Debtenture			5,125										5,125	
	Land Acquisition - 2nd Ice Pad	Parks Fac Reserve			37					37						
	DC Reserve max 90%	DC Reserve Fund			338					338						
		TBA			13,300										13,300	
		Ice Fee Reserve			2,230										2,230	
	Multi Use Facility Needs Study / Facility Coseptual Drawing	Ice Fee Reserve	Critical	High	90	90										
	Multi Use Facility Drawing & Specifications	Ice Fee Reserve			200		100	100								
	Multi Use Facility Capital Campaign Coach	Ice Fee Reserve	Critical	High	100	50	50									
SUB TOTAL - ARENA					21,545	190	150	100	0	375	75	20,655	0	0	0	
PARKS & REC																
Sports Fields																
3550	Reconstruction of Sports Fields - Garnet Elliott	Parks Fac Reserve	Service Level	Medium	30	30										
TBD	Reconstruction of Sports Fields - VP, N&S Diamonds	Parks Fac Reserve	Service Level		60		60									
TBD	Replace VP Ball Diamond Light Fixtures and Polls - All Diar	Parks Fac Reserve	Service Level		270		90	90	90							
TBD	Replace Washrooms - GE & Westfield	Rec Admin	Service Level		100			100								
TBD	Installation of Ball Diamond Lights - GE	Parks Fac Reserve			81			81								
		DC Reserve Fund			9			9								
Parks & Trails																
	Recreational Trail Development	Trail Reserve	Service Level	Medium	150	50	50	50								
TBD	Riverfront Park & Trail Development	Trail Reserve			90						90					
	DC Reserve max 90%	DC Reserve Fund			10						10					
	Memorial Park - Electrical Upgrade	Parks Fac Reserve	Mandatory	High	16	16										
		Donation			3	3										
	Victoria Park - Exterior Water Line Installation	Parks Fac Reserve	Efficiency / Cost Savings	Medium	12	12										
TBD	Installation of New Water Feature - Splash pad	Parks Fac Reserve			25		10	15								
TBD	Replace Washrooms\New Change rooms- Vic Park	Parks Fac Reserve			125		125									
TBD	Installation of Fibra Systems- Playground Surfaces	Parks Fac Reserve			50		25	25								
TBD	Replace Centennial Park Washrooms	Parks Fac Reserve			80			80								
TBD	Victoria Park -Parking Lot Upgrades	Parks Fac Reserve			75			75								
TBD	Replace Washrooms - Memorial Park	Parks Fac Reserve			100				100							
Parks Shop																
	Parks Shop - Windows	Parks Fac Reserve	Efficiency / Cost Savings	Medium	10	10										
TBD	Parks Shop - Roof Replacement/Repair	Parks Fac Reserve			30		30									
TBD	Parks Shop - Painting of building exterior	Parks Fac Reserve			10		10									
Equipment																
3557	Replace 2002 Kubota Tractor	Parks Equip	Efficiency / Cost Savings	Medium	35	35										
TBD	Replace 1999 Dodge Pick up	Parks Equip			40		40									
TBD	Replace 2001 Chevy Flatbed	Parks Equip			50		50									
TBD	Replace 2005 Pick up Truck	Parks Equip			35			35								
TBD	Replace 2007 Flatbed	Parks Equip			55				55							
TBD	Replace 2008 Flatbed	Parks Equip			55					55						
SUB TOTAL - PARKS					1,606	156	490	560	245	155	0	0	0	0	0	
VPCC FACILITY																
	Replace Floor & Shower Tile - Change rooms	VPCC Fac	Service Level	High	35	35										
3558	Replace Interlock Brick Entrance Pathway	VPCC Fac			20		20									
3552	Facility Condition Assessments - VPCC & Fusion	VPCC Fac			20		20									
3559	Generator + Electrical Upgrade	VPCC Fac			50		50									
TBD	Resurface Parking Lot	VPCC Fac			75	75										
SUB TOTAL - VPCC FACILITY					200	110	40	50	0	0	0	0	0	0	0	

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Pr #	PROJECT	Funding Source	Project Category	Project Priority	Total 2017 & On	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
VPCC FITNESS															
3544	Repl. Cardio Eq.(treads,Xtrainers,stairmasters)	Fit Equip	Service Level	Medium	20	20									
TBD	Spin Bikes (12 @ \$4000 each)	Fit Equip			43								43		
		DC Reserve Fund			5								5		
TBD	Weight Room Expansion	VPCC Fac			114								114		
		DC Reserve Fund			11								11		
TBD	Weight Room Equipment	Fit Equip			40			10	10	10	10				
SUB TOTAL - FITNESS					233	20	0	10	10	10	10	0	173	0	0
YOUTH CENTRE FACILITY															
	Skateboard Park Upgrades	Rec Admin	Service Level	Low	20	20									
		Grant			20	20									
	Upgrade Security System	Rec Admin	Mandatory	Medium	14	14									
	Facility Condition Assessment	Rec Admin	Efficiency / Cost Savings	Medium	15	15									
TBD	Window & Door Replacement	Rec Admin			25		25								
3560	Replace Program Equip & Furnishings	Fusion Tech			30		15		15						
SUB TOTAL - YOUTH CENTRE FACILITY					124	69	40	0	15	0	0	0	0	0	0
MUSEUM															
3610	Relocation of Kirwin Barn	Museum Reserve	Service Level	Medium	65	65									
3612	HVAC Replacement / Upgrades	Museum Reserve			0										
		Grant			0										
3614	INTERPRETIVE CENTRE (PROPOSED)	Debenture	Service Level	Medium	350		350								
		Grant			300		300								
	Survey of lands	Museum Reserve			90		90								
SUB TOTAL - MUSEUM					805	65	0	740	0	0	0	0	0	0	0
TOTAL - PARKS AND RECREATION					24,513	610	720	1,460	270	540	85	20,655	173	0	0
ECONOMIC & DEVELOPMENT															
3657	Town Entrance Signs	Ec Dev	Growth	Medium	70	20			50						
TOTAL - ECONOMIC DEVELOPMENT					70	20	0	0	50	0	0	0	0	0	0
CAPITAL GRAND TOTAL					56,675	4,088	3,708	5,219	3,735	3,827	4,629	24,243	3,109	2,239	1,878

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Pr #	PROJECT	Funding Source	Project Category	Project Priority	Total 2017 & On	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
	Funding Requirements														
	Cfwd				--	--	--	--	--	--	--	--	--	--	--
	Levy				--	--	--	--	--	--	--	--	--	--	--
	DC Reserve Fund		RF		861	--	--	14	--	348	45	--	449	5	--
	Debenture				5,475	--	--	350	--	--	--	5,125	--	--	--
	Donation				3	3	--	--	--	--	--	--	--	--	--
	Ec Dev		r		70	20	--	--	50	--	--	--	--	--	--
	Eng Misc Projects		r		18,828	1,792	1,705	2,129	2,375	2,118	2,187	2,598	1,639	1,325	960
	Fee Reserve		r		--	--	--	--	--	--	--	--	--	--	--
	Fire Reserve		r		1,286	--	18	--	50	--	1,200	18	--	--	--
	Fit Equip		r		103	20	--	10	10	10	10	--	43	--	--
	Gas Tax		rf		3,960	793	298	389	396	300	523	326	300	300	335
	Grant				320	20	--	300	--	--	--	--	--	--	--
	IT Reserve		r		40	25	--	--	15	--	--	--	--	--	--
	Museum Reserve		r		155	65	--	90	--	--	--	--	--	--	--
	OCIF Grant				2,631	132	187	289	289	289	289	289	289	289	289
	SCF Grant				--	--	--	--	--	--	--	--	--	--	--
	Stormwater grant				912	228	228	228	228	--	--	--	--	--	--
	Oxford County				354	98	21	235	--	--	--	--	--	--	--
	Oxford Fac Reserve		r		273	18	--	245	--	--	--	--	10	--	--
	Parks Equip		r		270	35	90	35	55	55	--	--	--	--	--
	Parks Fac Reserve		r		1,091	118	350	366	190	37	30	--	--	--	--
	Park Land Reserve Fund		RF		--	--	--	--	--	--	--	--	--	--	--
	Police Reserve		r		65	--	--	25	--	40	--	--	--	--	--
	Public Bldg Reserve		r		226	145	61	--	--	--	--	--	20	--	--
	PW Equip		r		3,075	228	470	214	62	540	345	357	245	320	294
	Rec Admin		r		174	49	25	100	--	--	--	--	--	--	--
	Ice Fee Reserve		r		2,620	140	150	100	--	--	--	2,230	--	--	--
	VPCC Fac		r		314	110	40	50	--	--	--	--	114	--	--
	Fusion Tech		r		30	--	15	--	15	--	--	--	--	--	--
	Trail Reserve		r		240	50	50	50	--	90	--	--	--	--	--
	TBA				13,300	--	--	--	--	--	--	13,300	--	--	--
					56,675	4,088	3,708	5,219	3,735	3,827	4,629	24,243	3,109	2,239	1,878
	Reserve - Discretionary		R			2,815	2,974	3,414	2,822	2,890	3,772	5,203	2,071	1,645	1,254
	Reserve Fund		RF			793	298	403	396	648	568	326	749	305	335
	Other (Grants, Levy)					481	436	1,402	517	289	289	18,714	289	289	289

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Pr #	PROJECT	Funding Source	Project Category	Project Priority	Total 2017 & On	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Reserves and Reserve Funds with a Capital Component															
Reserves															
IT Reserve 2500-00833															
						57	59	84	109	119	144	169	194	219	219
						27	25	25	25	25	25	25	25	25	25
						(25)	--	--	(15)	--	--	--	--	--	--
						59	84	109	119	144	169	194	219	244	244
Economic Dev Reserve 2500-00825															
						15	20	35	50	15	30	45	60	75	75
						25	15	15	15	15	15	15	15	15	15
						(20)	--	--	(50)	--	--	--	--	--	--
						20	35	50	15	30	45	60	75	90	90
Parks Fac Reserve 2500-00840															
						156	207	72	1	11	144	284	454	624	624
						169	215	295	200	170	170	170	170	170	170
						(118)	(350)	(366)	(190)	(37)	(30)	--	--	--	--
						207	72	1	11	144	284	454	624	794	794
Parks Trails Reserve 2500-00826															
						41	8	--	--	50	10	30	50	70	70
						17	42	50	50	50	20	20	20	20	20
						(50)	(50)	(50)	--	(90)	--	--	--	--	--
						8	--	--	50	10	30	50	70	90	90
Fire Reserve 2500-00803															
						486	663	822	999	1,126	1,303	280	439	616	616
						177	177	177	177	177	177	177	177	177	177
						--	(18)	--	(50)	--	(1,200)	(18)	--	--	--
						663	822	999	1,126	1,303	280	439	616	793	793
130 Oxford Facility Reserve 2500-00816															
						146	188	228	13	43	73	103	133	153	153
						60	40	30	30	30	30	30	30	30	30
						(18)	--	(245)	--	--	--	--	(10)	--	--
						188	228	13	43	73	103	133	153	183	183
Public Bldg Reserve 2500-00817															
						200	106	70	95	120	145	175	205	215	215
						50	25	25	25	25	30	30	30	30	30
						(145)	(61)	--	--	--	--	--	(20)	--	--
						106	70	95	120	145	175	205	215	245	245
Police Facility Reserve 2500-00850															
						46	61	76	61	71	41	51	61	71	71
						15	15	10	10	10	10	10	10	10	10
						--	--	(25)	--	(40)	--	--	--	--	--
						61	76	61	71	41	51	61	71	81	81
Eng Misc Projects 2500-00820															
						1,112	1,192	1,612	1,731	1,604	1,734	1,795	1,547	2,293	2,293
						1,372	1,375	1,498	1,498	1,498	1,498	1,600	1,635	1,635	1,635
						500	750	750	750	750	750	750	750	750	750
						(1,792)	(1,705)	(2,129)	(2,375)	(2,118)	(2,187)	(2,598)	(1,639)	(1,325)	(960)
						1,192	1,612	1,731	1,604	1,734	1,795	1,547	2,293	3,353	3,718

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Pr #	PROJECT	Funding Source	Project Category	Project Priority	Total 2017 & On	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
PW Equip 2500-00818															
	open begin of year					613	616	381	402	575	285	220	143	198	198
	transfer in					231	235	235	235	250	280	280	300	320	320
	transfer out					(228)	(470)	(214)	(62)	(540)	(345)	(357)	(245)	(320)	(294)
	close end of year					616	381	402	575	285	220	143	198	198	224
Ice Fee Reserve 2500-00824															
	open begin of year					687	816	985	1,204	1,523	1,842	2,161	250	569	569
	2% levy increase					250	300	300	300	300	300	300	300	300	300
	transfer in					19	19	19	19	19	19	19	19	20	19
	transfer out					(140)	(150)	(100)	--	--	--	(2,230)	--	--	--
	close end of year					816	985	1,204	1,523	1,842	2,161	250	569	889	888
Museum Reserve 2500-00806															
	open begin of year					219	163	172	91	100	109	118	127	136	136
	transfer in					9	9	9	9	9	9	9	9	9	9
	transfer out					(65)	--	(90)	--	--	--	--	--	--	--
	close end of year					163	172	91	100	109	118	127	136	145	145
Recreation Admin 2500-00848															
	open begin of year					87	114	104	19	34	49	64	79	94	94
	transfer in					76	15	15	15	15	15	15	15	16	15
	transfer out					(49)	(25)	(100)	--	--	--	--	--	--	--
	close end of year					114	104	19	34	49	64	79	94	110	109
Fitness Equipment 2500-00845															
	open begin of year					15	5	10	5	5	5	5	15	(19)	(19)
	transfer in					10	5	5	10	10	10	10	10	11	11
	transfer out					(20)	--	(10)	(10)	(10)	(10)	--	(43)	--	--
	close end of year					5	10	5	5	5	5	15	(19)	(8)	(8)
Parks Equipment 2500-00838															
	open begin of year					24	24	4	4	4	4	24	44	64	64
	transfer in					35	70	35	55	55	20	20	20	21	20
	transfer out					(35)	(90)	(35)	(55)	(55)	--	--	--	--	--
	close end of year					24	4	4	4	4	24	44	64	85	84
VPCC Facility 2500-00842															
	open begin of year					31	1	16	41	81	121	161	201	127	127
	transfer in					80	55	75	40	40	40	40	40	40	40
	transfer out					(110)	(40)	(50)	--	--	--	--	(114)	--	--
	close end of year					1	16	41	81	121	161	201	127	167	167
FUSION, Technology Replacement 2500-00846															
	open begin of year					20	23	11	14	2	5	8	11	14	14
	transfer in					3	3	3	3	3	3	3	3	3	3
	transfer out					--	(15)	--	(15)	--	--	--	--	--	--
	close end of year					23	11	14	2	5	8	11	14	17	17
Reserves Total															
	open begin of year					4,557	4,864	5,292	5,446	6,102	6,660	6,306	4,623	6,127	6,127
	2% levy increase					750	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050
	transfer in					2,374	2,337	2,518	2,413	2,398	2,368	2,470	2,525	2,549	2,546
	transfer out					(2,815)	(2,974)	(3,414)	(2,822)	(2,890)	(3,772)	(5,203)	(2,071)	(1,645)	(1,254)
	close end of year					4,866	5,277	5,446	6,087	6,660	6,306	4,623	6,127	8,081	8,469

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Pr #	PROJECT	Funding Source	Project Category	Project Priority	Total 2017 & On	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Reserve Funds															
Parkland Reserve Fund 20-0000-2700-00955															
open begin of year						6	6	11	16	21	31	41	51	61	61
fees collected						--	5	5	5	10	10	10	10	11	10
transfer out						--	--	--	--	--	--	--	--	--	--
close end of year						6	11	16	21	31	41	51	61	72	71
DC Reserve Fund 20-0000-2700-00963 to 977															
open begin of year						932	1,107	1,232	1,293	1,393	1,145	1,200	1,300	951	951
fees collected						200	150	100	100	100	100	100	100	51	51
transfer out						(25)	(25)	(39)	--	(348)	(45)	--	(449)	(5)	--
close end of year						1,107	1,232	1,293	1,393	1,145	1,200	1,300	951	997	1,002
Gas Tax 2500-00839															
open begin of year						598	166	229	201	166	227	65	100	161	161
collected						361	361	361	361	361	361	361	361	361	361
transfer out						(793)	(298)	(389)	(396)	(300)	(523)	(326)	(300)	(300)	(335)
close end of year						166	229	201	166	227	65	100	161	222	187
Reserve Funds Total															
open begin of year						1,536	1,279	1,472	1,510	1,580	1,403	1,306	1,451	1,173	1,173
transfer in						561	516	466	466	471	471	471	471	423	422
transfer out						(818)	(323)	(428)	(396)	(648)	(568)	(326)	(749)	(305)	(335)
close end of year						1,279	1,472	1,510	1,580	1,403	1,306	1,451	1,173	1,291	1,260
combined impact +ve (-ve)						(698)	(444)	(858)	(339)	(669)	(1,501)	(2,588)	176	1,022	1,379