



**Corporation of the Town of Ingersoll  
Council Agenda  
Special Meeting of Council  
Town Centre, Council Chambers  
Friday, January 5, 2018, 5:30 p.m.**

**Call to Order**

**Disclosures of Pecuniary Interest**

**Closed Session**

- 1) Section 239. (3.1) Educational session regarding historical planning applications on a particular property - 400 Harris St. – now subject to legal proceeding

**2018 Budget**

- 1) **2018 Operational Budget Consideration**

[2018 Budget –Draft January 5, 2018](#)

**Departmental Budgets Review:**

Council and CAO

IT and Treasury

Building Inspections and Property Standards

Public Buildings

Fire

Police

Engineering and Public Works

**Upcoming Council Meetings**

**Regular Meeting of Council**

Monday, January 8, 2018, 6:00 p.m.  
Town Centre, Council Chambers

**Regular Meeting of Council**

Monday, February 12, 2018, 6:00 p.m.  
Town Centre, Council Chambers

**Council Committee Meetings**

Please check the events calendar at [www.ingersoll.ca](http://www.ingersoll.ca) in the event of changes to Committee meeting dates and times.

**Harvest Festival**

4<sup>th</sup> Wednesday of the Month  
Cheese and Agricultural Museum  
6:30pm

**Ingersoll BIA**

2<sup>nd</sup> Tuesday of the Month  
Town Centre, JC Herbert Room  
6:30pm

**Safe Cycling Committee**

2<sup>nd</sup> Thursday of the Month  
Town Centre, JC Herbert Room  
6:30pm

**Youth Committee**

1st Tuesday of the Month  
Town Centre, JC Herbert Room  
4:30pm

**Transportation Committee**

4<sup>th</sup> Wednesday of Every Other Month  
Town Centre, Engineering Board Room  
10:00am

**Museum Committee**

3<sup>rd</sup> Thursday of the Month  
Cheese Museum  
6:30pm

**Recreational Trails Committee**

3<sup>rd</sup> Wednesday of the Month  
Town Centre, JC Herbert Room  
6:30pm

**Police Services Board**

4<sup>th</sup> Monday of the Month  
OPP Station, 110 Mutual Street  
5:00pm

**Adjournment**

# **THE CORPORATION OF THE TOWN OF INGERSOLL**

## **2018 BUDGET - DRAFT**

**January 5, 2018**

### **Departmental Budgets Review:**

**Council and CAO**

**IT and Treasury**

**Building Inspections and Property Standards**

**Public Buildings**

**Fire**

**Police**

**Engineering and Public Works**

**Town of Ingersoll  
2018 Budget - Draft  
January 5, 2018**

**Introduction**

**Operating Budget**

The 2018 recommended budget maintains the current level of services, requires no new debenture financing, and is aligned with Council's strategic priorities. The proposed 2018 combined operating and capital budget incorporate a \$372,311 or 2.70% rise in the levy.

The proposed 2.7% increase reflects a 0.46 % or \$9 increase for the median residential rate payer. It should be noted that the final change in property taxes for individual taxpayers will not be known until County Council has made a decision as it relates to the 2018 tax policies which is typically completed in February.

The 2018 draft budget presented in this package contains departmental budget summaries for the

- Council
- CAO
- IT and Treasury
- Bulding Inspection and Property Standards
- Public Buildings
- Fire
- Police
- Engineering
- Public Works

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 2018 budget.

**Town of Ingersoll  
2018 Budget - Draft  
January 5, 2018**

**Tax Impact**

**Overall Impact**

	Total Assessment		Change	
	2017	2018	\$	%
Tax Levy Requirement	\$13,800,170	\$14,172,481	\$372,311	2.70%
Weighted Assessment	1,488,452,649	1,538,468,559	50,015,910	3.36%
<b>Ingersoll Residential Tax Rate</b>	<b>0.00930275</b>	<b>0.00921415</b>	<b>(0.000089)</b>	<b>-0.95%</b>

**Weighted Assessment Change**

Growth	\$31,079,676	62%
Value/Equity (Phase-in)	\$18,936,234	38%
	\$50,015,910	

**Tax Levy Requirements**

Growth	\$231,353
Value/Equity (Phase-in)	\$140,958.61
	\$372,311

**Impact on Median Single Family Home**



	Assessment		Assessment Change	
	2017	2018	\$	%
Median Single Family Home	\$212,000	\$215,000	\$3,000	1.42%
Residential Condominium Unit	\$157,000	\$159,000	\$2,000	1.27%
Small Office Building	\$150,000	\$150,000	\$0	0.00%
Standard Industrial Property	\$458,750	\$474,500	\$15,750	3.43%

	Tax Rates		2017 Taxes	2018 Taxes	Change	
	2017	2018			\$	%
<b>Median Single Family Home</b>	<b>0.00930275</b>	<b>0.00921415</b>	<b>\$1,972</b>	<b>\$1,981</b>	<b>\$9</b>	<b>0.46%</b>
<b>Residential Condominium Unit</b>	<b>0.00930275</b>	<b>0.00921415</b>	<b>\$1,461</b>	<b>\$1,465</b>	<b>\$4</b>	<b>0.28%</b>
<b>Small Office Building</b>	<b>0.01769197</b>	<b>0.01752347</b>	<b>\$2,654</b>	<b>\$2,629</b>	<b>(\$25)</b>	<b>-0.96%</b>
<b>Standard Industrial Property</b>	<b>0.02446623</b>	<b>0.02423321</b>	<b>\$11,224</b>	<b>\$11,499</b>	<b>\$275</b>	<b>2.45%</b>

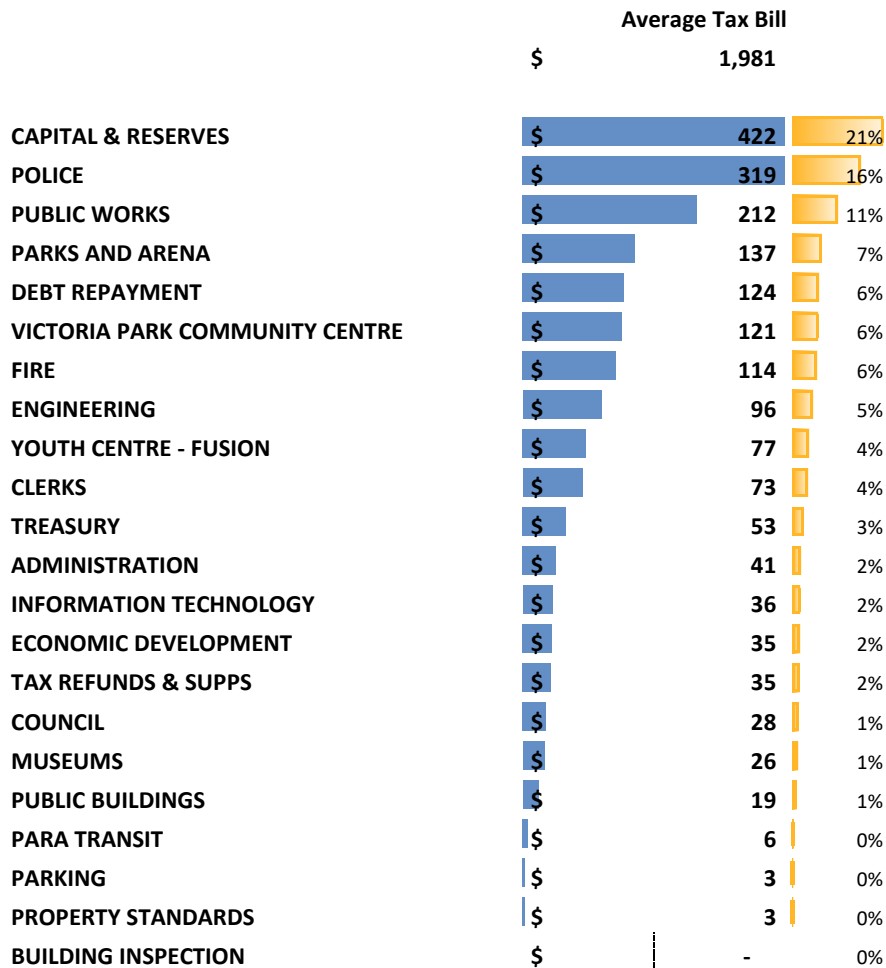
\* The above is strictly Town of Ingersoll municipal taxation and excludes County and Education portion. In 2017 the Town share of the final tax bill was 61% with the County and Education accounting for the remaining 27% and 12% respectfully.

	2017 CVA	2018 CVA	2018 vs 2017
Residential	962,530,309	1,002,632,200	4.17%
Multi-residential	24,327,200	23,893,100	-1.78%
Farmland	670,525	781,950	16.62%
Commercial	121,866,251	130,944,989	7.45%
Industrial	89,706,700	91,000,700	1.44%
<b>Total Taxable</b>	<b>1,199,100,985</b>	<b>1,249,252,939</b>	<b>4.18%</b>

**Town of Ingersoll  
2018 Budget - Draft  
January 5, 2018**

**Budget Allocation for Municipal Services Based on the Average Residential Tax bill**

A breakdown of the costs of services that make up the median residential property tax bill of \$1,981. This tax bill represent the Town portion of property tax only and excludes the County and Education taxes.



**Town of Ingersoll  
2018 Budget - Draft  
January 5, 2018**

**Summary All Departments by Revenue/Expense Grouping**

	Actual	YTD Actual	Budget		Projection	Change	
	2016	2017	2017	2018	2019	2017 to 2018 (fav) unfav	2017 to 2018 %
<b>COUNCIL</b>	200,294	204,667	209,968	<b>207,025</b>	222,550	(2,943)	-1%
<b>CHIEF ADMINISTRATIVE OFFICER</b>	386,592	648,790	287,880	<b>296,590</b>	294,700	8,710	3%
<b>CLERKS</b>							
ADMINISTRATION	477,724	434,627	491,650	<b>538,025</b>	529,825	46,375	9%
PARATRANSIT	62,729	57,689	71,620	<b>45,910</b>	45,925	(25,710)	-36%
<b>PARKING</b>	23,921	20,131	24,000	<b>23,000</b>	23,550	(1,000)	-4%
<b>INFORMATION TECHNOLOGY</b>	283,752	294,525	313,490	<b>286,635</b>	295,775	(26,855)	-9%
<b>TREASURY</b>							
ADMINISTRATION	851,990	908,352	970,758	<b>1,086,010</b>	1,074,058	115,252	12%
SUPPLEMENTARIES LESS ADJUSTMENTS	92,190	87,179	284,188	<b>255,166</b>	255,166	(29,022)	-10%
TAX LEVY	(13,435,344)	(13,765,555)	(13,800,170)	<b>(14,172,481)</b>	(14,513,960)	(372,311)	2.70%
<b>BUILDING INSPECTION</b>							
INSPECTION	1,908	0	0	<b>0</b>	0	0	0%
PROPERTY STANDARDS	29,445	30,192	34,140	<b>20,050</b>	20,460	(14,090)	-41%
TOWN CENTRE	154,988	151,918	189,024	<b>185,633</b>	183,874	(3,391)	-2%
PUBLIC BUILDINGS - OTHER	54,580	64,660	73,935	<b>39,910</b>	58,498	(34,025)	-46%
<b>FIRE</b>							
ADMINISTRATION	971,180	941,082	977,338	<b>1,017,348</b>	1,031,403	40,010	4%
FACILITY	14,438	9,364	18,516	<b>16,488</b>	20,080	(2,028)	-11%
<b>POLICE</b>							
ADMINISTRATION	2,533,233	2,374,567	2,383,112	<b>2,345,049</b>	2,347,001	(38,063)	-2%
FACILITY	8,962	13,539	18,404	<b>3,752</b>	12,305	(14,652)	-80%
<b>ENGINEERING</b>							
ADMINISTRATION	1,925,366	2,218,409	2,188,845	<b>1,921,405</b>	2,551,465	(267,440)	-12%
STREET LIGHTING & TRAFFIC SIGNALS	288,276	258,196	272,200	<b>287,000</b>	298,200	14,800	5%
<b>PUBLIC WORKS</b>							
ADMINISTRATION & EQUIPMENT	307,265	315,293	340,457	<b>353,870</b>	364,017	13,413	4%
BRIDGES & CULVERTS	10,359	12,165	11,700	<b>12,960</b>	14,550	1,260	11%
ROADSIDE MAINTENANCE	201,452	278,141	219,300	<b>270,790</b>	243,700	51,490	23%
SURFACE MAINTENANCE	335,929	288,019	301,000	<b>297,670</b>	300,950	(3,330)	-1%
ROADS, SIDEWALKS & PARKING LOTS	250,713	245,488	261,620	<b>263,220</b>	266,470	1,600	1%
WINTER CONTROL	439,950	362,101	465,296	<b>442,330</b>	446,080	(22,966)	-5%
ENVIRONMENTAL SERVICES	118,968	99,426	99,371	<b>121,042</b>	124,937	21,671	22%
<b>PARKS AND ARENA</b>							
ADMINISTRATION	123,499	174,333	193,935	<b>148,635</b>	156,325	(45,300)	-23%
ARENA	575,813	520,705	452,204	<b>440,620</b>	446,391	(11,584)	-3%
PARKS	525,226	539,688	578,183	<b>660,950</b>	662,825	82,767	14%
PARKS PROGRAMS	23,418	16,438	27,390	<b>32,910</b>	33,200	5,520	20%
CAMI PARKS / SUZUKI HOUSE	173,012	153,708	170,979	<b>156,624</b>	159,954	(14,355)	-8%
<b>VICTORIA PARK COMMUNITY CENTRE</b>							
ADMINISTRATION	159,334	225,231	212,585	<b>91,845</b>	93,755	(120,740)	-57%
AQUATICS	101,599	104,114	101,645	<b>136,887</b>	142,258	35,242	35%
FITNESS	6,446	(105)	5,092	<b>28,563</b>	34,223	23,471	461%
GENERAL PROGRAMS	34,200	47,809	28,198	<b>58,368</b>	65,600	30,170	107%
FACILITY	551,643	586,165	571,580	<b>1,039,106</b>	642,880	467,526	82%
<b>YOUTH CENTRE</b>							
FACILITY	100,126	104,182	106,432	<b>115,756</b>	119,107	9,324	9%
GENERAL PROGRAMS	451,295	298,101	432,213	<b>453,320</b>	482,920	21,107	5%
CAREER & SKILLS PROGRAM	4,493	0	--	--	--	--	--
<b>MUSEUMS</b>							
FACILITY	29,944	20,493	32,950	<b>33,050</b>	33,390	100	0%
PROGRAMS	131,333	142,141	160,787	<b>169,294</b>	167,274	8,507	5%
<b>ECONOMIC DEVELOPMENT</b>	233,851	180,788	218,185	<b>269,675</b>	248,320	51,490	24%
	<u>(183,908)</u>	<u>(333,244)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	

**Town of Ingersoll  
Council  
2018 Budget - Draft  
January 5, 2018**

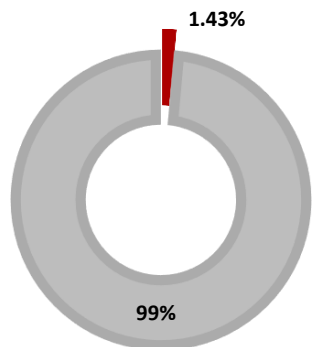
**What We Do**

The role of Council is:

- to represent the public and to consider the well-being and interests of the municipality;
- to develop and evaluate the policies and programs of the municipality;
- to determine which services the municipality provides;
- to ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of council;
- to ensure the accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality;
- to maintain the financial integrity of the municipality;
- to carry out the duties of council under this (the Municipal Act) or any other Act.

**Special Operating Projects / Memos/ Enhancements /Challenges**

**COUNCIL PORTION OF TOWN'S LEVY**



**Savings**

Reduced allowance for conferences, marketing and promotion based on expected conference attendance in 2018.

Median residential property valued at \$215,000 will pay \$28/year or \$2.3/month for this service.



**Town of Ingersoll  
COUNCIL  
2018 Budget - Draft  
January 5, 2018**

DEPARTMENT: COUNCIL	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018		
	2016	2017	2017	2018	2019	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
RECOVERIES	(4,070)	(3,800)	(3,800)	<b>(3,800)</b>	--	--		
	(4,949)	(4,650)	(3,800)	<b>(3,800)</b>	0	--		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	156,881	164,105	163,958	<b>170,515</b>	176,200	6,557		
ADMINISTRATIVE EXPENSE	202	235	550	<b>550</b>	550	--		
COMMUNICATIONS	3,904	2,318	5,500	<b>4,500</b>	4,500	(1,000)		
PROGRAM EXPENSES	4,949	4,794	5,200	<b>5,200</b>	5,200	--		
MEETINGS, CONFERENCES, TRAINING	16,399	17,016	17,660	<b>17,660</b>	17,700	--		
FUEL / TRANSPORTATION COSTS	1,858	639	1,800	<b>1,800</b>	1,800	--		
MARKETING & PROMOTION	8,551	20,210	19,100	<b>10,600</b>	16,600	(8,500)	-45%	(1)
	192,743	209,317	213,768	<b>210,825</b>	222,550	(2,943)		
<b>NET OPERATING (REVENUE) EXPENSE</b>	187,794	204,667	209,968	<b>207,025</b>	222,550	(2,943)		
<b>OTHER</b>								
	200,294	204,667	209,968	<b>207,025</b>	222,550	(2,943)	-1.40%	

**EXPLANATION OF CHANGES:**

**Revenue** No significant changes projected

**INCLUDES DEPARTMENTS:**

0100-4000 Administration

**Expenses**

(1) Based on anticipated community events and promotion efforts.

**Town of Ingersoll  
Chief Administrative Officer  
2018 Budget - Draft  
January 5, 2018**

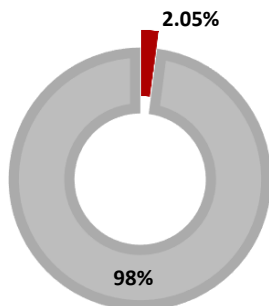
**What We Do**

The role of the CAO is :

- to lead, direct and supervise the implementation of the policies and programs approved by Town Council;
- to provide strategic guidance and advice to Town Council for the effective delivery of programs and services;
- to provide leadership and direction to all departments;
- to develop and maintain communication linkages with officials, groups, agencies, and other stakeholders;
- to provide strategic planning and implementation of economic development goals and objectives;
- to provide emergency management.

**Special Operating Projects / Memos/ Enhancements /Challenges**

**CAO PORTION OF TOWN'S LEVY**



**Special Projects / Challenges**

Continue the opposition to the proposed landfill through legal, technical experts and continuous support to other landfill opponents.

The Town has established significant reserves to fund the opposition to the proposed landfill. With the reserves already established and the proposed budget for 2018, the Town will have sufficient funds to see this process through to the submission by Walker to the Minister of the Environment and Climate Change.

Median residential property valued at \$215,000 will pay \$41/year or \$3.4/month for this service.

**Town of Ingersoll  
CHIEF ADMINISTRATIVE OFFICER  
2018 Budget - Draft  
January 5, 2018**

DEPARTMENT: CHIEF ADMINISTRATIVE OFFICER	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018		
	2016	2017	2017	2018	2019	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>	--	--	--	--	--	--		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	177,424	176,729	177,880	<b>181,090</b>	184,450	3,210		
ADMINISTRATIVE EXPENSE	57	--	150	<b>150</b>	150	--		
OPERATING EXPENSE	99	--	250	<b>250</b>	--	--		
COMMUNICATIONS	763	491	850	<b>850</b>	850	--		
PROGRAM EXPENSES	1,576	807	1,500	<b>1,500</b>	1,500	--		
MEETINGS, CONFERENCES, TRAINING	2,873	2,401	4,000	<b>4,500</b>	4,500	500		
FUEL / TRANSPORTATION COSTS	256	--	250	<b>250</b>	250	--		
PROFESSIONAL FEES	197,085	459,997	96,000	<b>351,000</b>	96,000	255,000	266%	(1)
MARKETING & PROMOTION	6,460	8,365	7,000	<b>7,000</b>	7,000	--		
	<u>386,592</u>	<u>648,790</u>	<u>287,880</u>	<u><b>546,590</b></u>	<u>294,700</u>	<u>258,710</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>386,592</u>	<u>648,790</u>	<u>287,880</u>	<u><b>546,590</b></u>	<u>294,700</u>	<u>258,710</u>		
<b>OTHER</b>								
TRANSFER FROM RESERVES & RES FUNDS	--	--	--	<b>(250,000)</b>	--	(250,000)		(2)
	--	--	--	<b>(250,000)</b>	--	(250,000)		
	<u>386,592</u>	<u>648,790</u>	<u>287,880</u>	<u><b>296,590</b></u>	<u>294,700</u>	<u>8,710</u>	3%	

**EXPLANATION OF CHANGES:**

**Revenue** No significant changes projected

**INCLUDES DEPARTMENTS:**

0900-4000 Administration

**Expenses**

- (1) Anticipated cost to continue the opposition of the proposed landfill.
- (2) Transfer from the dedicated reserve to fund proposed landfill opposition costs.

**Town of Ingersoll  
Information Technology  
2018 Budget - Draft  
January 5, 2018**

**What We Do**

The IT Department is responsible for planning, operations and support of the Town's information technology infrastructure.

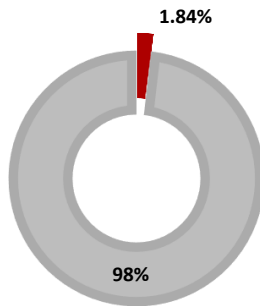
The IT team maintains corporate communication through developing and operation of effective network. One of the most important IT function is managing information security against attacks from viruses, cybercriminals and other threats.

The IT team also develops and maintains tools to collect, store, manage, secure and distribute data to employees.

The IT team provides various forms of user support for various town locations.

**Special Operating Projects / Memos/ Enhancements /Challenges**

**IT PORTION OF TOWN'S LEVY**



**Special Projects**

Information Technologies department has been working with the Public Works and Engineering departments on sourcing out a software solution to replace the discontinued Road Patrol software. This work will continue in 2018 to ensure smooth and timely implementation. For that reason, the IT 2018 budget increased by the cost of the maintenance contract for the new software.

Median residential property valued at \$215,000 will pay \$36/year or \$3/month for this service.

**Town of Ingersoll**  
**INFORMATION TECHNOLOGY**  
**2018 Budget - Draft**  
**January 5, 2018**

DEPARTMENT: IT ACTIVITY: INFORMATION TECHNOLOGY	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018		
	2016	2017	2017	2018	2019	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>	--	--	--	--	--	--		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	169,952	158,348	167,830	<b>162,060</b>	166,200	(5,770)		
ADMINISTRATIVE EXPENSE	822	--	840	<b>100</b>	100	(740)		
OPERATING EXPENSE	25,842	22,971	25,500	<b>25,500</b>	25,500	--		
COMMUNICATIONS	4,475	4,049	4,000	<b>4,200</b>	4,200	200		
PROGRAM EXPENSES	209	183	220	<b>225</b>	225	5		
MEETINGS, CONFERENCES, TRAINING	10,261	6,976	8,500	<b>8,500</b>	8,500	--		
FUEL / TRANSPORTATION COSTS	461	782	1,500	<b>1,100</b>	1,100	(400)		
MARKETING & PROMOTION	--	--	150	<b>100</b>	100	(50)		
EQUIP REPAIRS & MAINTENANCE	827	1,014	2,500	<b>2,500</b>	2,500	--		
MAINTENANCE CONTRACTS	43,904	53,200	55,450	<b>62,350</b>	62,350	6,900	12%	(1)
	<u>256,752</u>	<u>247,525</u>	<u>266,490</u>	<u><b>266,635</b></u>	<u>270,775</u>	<u>145</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>256,752</u>	<u>247,525</u>	<u>266,490</u>	<u><b>266,635</b></u>	<u>270,775</u>	<u>145</u>		
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	27,000	47,000	47,000	<b>20,000</b>	25,000	(27,000)	-57%	(2)
	<u>27,000</u>	<u>47,000</u>	<u>47,000</u>	<u><b>20,000</b></u>	<u>25,000</u>	<u>(27,000)</u>		
	<u>283,752</u>	<u>294,525</u>	<u>313,490</u>	<u><b>286,635</b></u>	<u>295,775</u>	<u>(26,855)</u>	-9%	

**EXPLANATION OF CHANGE:**

**Revenue** No significant changes projected

**INCLUDES DI INCLUDES DEPARTMENTS:**

1002-4000 Administration

**Expenses**

- (1) New annual maintenance contract for the new Road Patrol Software that is required to patrol roads and sidewalks during the winter season.
- (2) Based on anticipated capital spending in 2018.

**Town of Ingersoll  
Treasury and Debt Payments  
2018 Budget - Draft  
January 5, 2018**

**What We Do**

The Treasury Department provides following services:

Managing all Financial matters of the Town as directed by the Town Council;

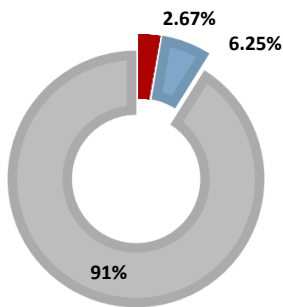
Preparation of Annual Capital and Operating Budgets and Financial Statements;

Property Tax, Billing and Collection, Taxation Policy and advice to Council, related boards and staff;

Financial Services including financial planning and risk management to ensure long-term financial sustainability.

**Special Operating Projects / Memos/ Enhancements /Challenges**

**TREASURY PORTION OF TOWN'S  
LEVY**



Treasury - 2.67%

**Challenges**

Further reduction of the OMPF, 15% or \$58K reduction compare to the 2017 funding.

Significant increase in the cost of retiree benefits due to new retirements happened in 2017. The cost of health benefits is also on the rise with a projected increase of 9.5% in 2018.

Growing risk of the loss of Town's industrial and commercial assessment base due to increasing number of appeals and changing economic conditions.

**Enhancements**

We anticipate an increase in supplemental taxes because of the high volume of building permits issued in 2017.

**Special Projects**

In late 2018 we will begin updating the Town's Development Charges Study with the goal to complete the implementation in early 2019.

Median residential property valued at \$215,000 will pay \$53/year or \$4.40/month for this service and \$124/year or \$10.30/month for debt payments.

**Town of Ingersoll  
TREASURY  
2018 Budget - Draft  
January 5, 2018**

DEPARTMENT: <b>TREASURY</b> ACTIVITY: <b>ADMINISTRATION</b>	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018		
	2016	2017	2017	2018	2019	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
SALE OF GOODS OR SERVICES	(14,695)	(17,050)	(14,000)	<b>(14,500)</b>	(14,500)	(500)		
USER FEES	(21,769)	(21,434)	(18,500)	<b>(18,500)</b>	(18,500)	--		
RECOVERIES	(4,200)	(4,200)	(4,200)	<b>(4,200)</b>	(4,200)	--		
INTEREST / DIVIDENDS	(631,653)	(641,827)	(617,600)	<b>(599,600)</b>	(599,600)	18,000		
	<u>(674,253)</u>	<u>(684,512)</u>	<u>(654,300)</u>	<u><b>(636,800)</b></u>	<u>(636,800)</u>	<u>17,500</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	482,463	497,108	509,070	<b>546,260</b>	568,300	37,190	7%	(1)
ADMINISTRATIVE EXPENSE	9,366	9,553	9,400	<b>10,200</b>	10,200	800		
OPERATING EXPENSE	1,307	--	200	<b>100</b>	100	(100)		
COMMUNICATIONS	605	360	780	<b>585</b>	585	(195)		
INSURANCE EXPENSE	228,562	202,050	215,516	<b>221,380</b>	227,400	5,864		
PROGRAM EXPENSES	3,112	3,009	3,674	<b>3,415</b>	3,415	(259)		
MEETINGS, CONFERENCES, TRAINING	2,315	5,146	4,350	<b>6,100</b>	6,100	1,750		
FUEL / TRANSPORTATION COSTS	414	959	500	<b>650</b>	650	150		
PROFESSIONAL FEES	22,616	22,616	30,000	<b>28,000</b>	28,000	(2,000)		
CONTRACTED SERVICES	1,213	1,068	1,000	<b>11,100</b>	26,000	10,100	1010%	(2)
MARKETING & PROMOTION	308	1,086	400	<b>550</b>	550	150		
EQUIP REPAIRS & MAINTENANCE	382	--	570	<b>400</b>	400	(170)		
TRANSFER TO BIA	73,193	77,937	77,780	<b>78,000</b>	78,000	220		
TRANSFERS TO CEMETERY BOARD	104,402	117,077	117,077	<b>117,077</b>	122,931	--		
	<u>930,258</u>	<u>937,971</u>	<u>970,317</u>	<u><b>1,023,817</b></u>	<u>1,072,631</u>	<u>53,500</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>256,005</u>	<u>253,459</u>	<u>316,017</u>	<u><b>387,017</b></u>	<u>435,831</u>	<u>71,000</u>		
<b>OTHER</b>								
OMPF - ONT MUN PARTNER GRANT	(457,300)	(388,800)	(388,800)	<b>(330,500)</b>	(280,925)	58,300	15%	(3)
TRANSFER FROM RESERVES & RES FUNDS	(25,396)	(25,998)	(25,998)	<b>(26,625)</b>	(27,278)	(627)		
TRANSFER TO RESERVES & RES FUNDS	150,000	150,000	150,000	<b>150,000</b>	150,000	--		
DEBENTURE PAYMENT	928,681	919,690	919,539	<b>906,118</b>	796,430	(13,421)		
	<u>595,985</u>	<u>654,892</u>	<u>654,741</u>	<u><b>698,993</b></u>	<u>638,227</u>	<u>44,252</u>		
	<u><u>851,990</u></u>	<u><u>908,352</u></u>	<u><u>970,758</u></u>	<u><u><b>1,086,010</b></u></u>	<u><u>1,074,058</u></u>	<u><u>115,252</u></u>	12%	

**EXPLANATION OF CHANGE:**

**Revenue** No significant changes projected

**Expenses**

(1) Increased cost of retiree benefits due to 3 new retirements in 2017 combined with the projected rise in extended benefits premiums (+9.5%).

(2) One time increase in contracted services due to new projects including the Developments Study (must be done every four years) and upgrade to the Town payroll system (must be done to ensure compliance).

**Other**

(3) Further reduction of the OMPF, 15% reduction from 2017.

**INCLUDES DEPARTMENTS:**

1300-4000 Administration  
1300-4001 Retiree Benefits  
1500-4000 Transfers to Local Boards  
1600-40\*\* Debt Repayment  
1600-60\*\* Debt Repayment

**Town of Ingersoll  
TAXATION  
2018 Budget - Draft  
January 5, 2018**

DEPARTMENT: TREASURY ACTIVITY: TAXATION	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018		
	2016	2017	2017	2018	2019	(fav)	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>								
TAXATION - LEVY	(13,435,344)	(13,765,555)	(13,800,170)	<b>(14,172,481)</b>	(14,513,960)	(372,311)		(1)
TAXATION - SUPPLEMENTARIES & OTHER	(365,805)	(512,356)	(335,812)	<b>(384,834)</b>	(384,834)	(49,022)	15%	(2)
	<u>(13,801,149)</u>	<u>(14,277,911)</u>	<u>(14,135,982)</u>	<u><b>(14,557,315)</b></u>	<u>(14,898,794)</u>	<u>(421,333)</u>		
<b>EXPENSE</b>								
PROPERTY TAX REFUNDS & ADJUSTMENTS	457,995	599,535	620,000	<b>640,000</b>	640,000	20,000		(3)
	<u>457,995</u>	<u>599,535</u>	<u>620,000</u>	<u><b>640,000</b></u>	<u>640,000</u>	<u>20,000</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(13,343,154)</u>	<u>(13,678,376)</u>	<u>(13,515,982)</u>	<u><b>(13,917,315)</b></u>	<u>(14,258,794)</u>	<u>(401,333)</u>		
	<u>(13,343,154)</u>	<u>(13,678,376)</u>	<u>(13,515,982)</u>	<u><b>(13,917,315)</b></u>	<u>(14,258,794)</u>	<u>(401,333)</u>	2.97%	
<b>EXPLANATION OF CHANGE:</b>						<b>INCLUDES DEPARTMENTS:</b>		
<b>Revenue</b>						1400-99**	County and Education Tax	
(1) Required levy increase to balance the budget.						1401-99**	Municipal Taxation	
(2) Anticipated increase in supplemental taxes based on the volume of building permits issued in 2017.								
<b>Expenses</b>								
(3) Increase in property tax refunds based on actuals and the number of open appeals at the end of 2017.								



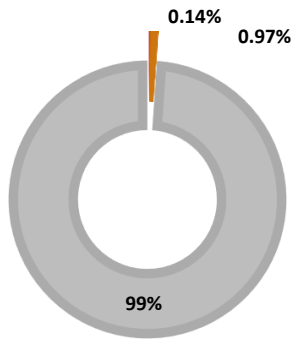
**Town of Ingersoll  
Public Buildings and Building Inspection  
2018 Budget - Draft  
January 5, 2018**

**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, Carr's Walking).

**Special Operating Projects / Memos/ Enhancements /Challenges**

**PUBLIC BUILDINGS PORTION OF  
TOWN'S LEVY**



Property Standards - 0.14%  
Public Blds- 0.97%

**Challenges**

Aging buildings and very few grants available, as well as the challenge of keeping renters at Carr's Walkway.

Changes to the Building Code regarding energy efficiency requirements for both residential & large buildings

**Special Projects**

Implementation of a new building permit software provided by the County of Oxford.

Median residential property valued at \$215,000 will pay \$19/year or \$1.6/month for this service.

**Town of Ingersoll**  
**BUILDING INSPECTION & MUNICIPAL BUILDINGS**  
**2018 Budget - Draft**  
**January 5, 2018**

DEPARTMENT: BUILDING ACTIVITY: TOTAL ALL ACTIVITIES	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018	
	2016	2017	2017	2018	2019	(fav) unfav	% if > \$2,500 & +/- 5% ref
<b>REVENUE</b>							
PERMITS/LICENSES	(373,530)	(348,623)	(158,100)	<b>(163,500)</b>	(150,950)	(5,400)	
RENT / LEASES	(37,104)	(28,941)	(23,772)	<b>(27,578)</b>	(27,900)	(3,806)	16%
USER FEES	(2,730)	(2,170)	(2,500)	<b>(2,000)</b>	(2,300)	500	
COUNTY RECOVERY	(113,970)	(115,529)	(124,224)	<b>(120,840)</b>	(117,114)	3,384	
	<u>(527,334)</u>	<u>(495,326)</u>	<u>(308,596)</u>	<u><b>(313,918)</b></u>	<u>(298,264)</u>	<u>(5,322)</u>	
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	300,988	308,708	323,295	<b>283,120</b>	289,380	(40,175)	-12%
ADMINISTRATIVE EXPENSE	1,243	760	1,120	<b>1,320</b>	1,440	200	
OPERATING EXPENSE	3,249	8,625	9,500	<b>9,100</b>	9,200	(400)	
COMMUNICATIONS	2,040	2,661	2,198	<b>2,198</b>	2,198	--	
UTILITIES - HEAT, HYDRO, WATER	111,340	76,341	110,659	<b>106,800</b>	110,460	(3,859)	
PROGRAM EXPENSES	972	932	1,000	<b>1,050</b>	1,050	50	
MEETINGS, CONFERENCES, TRAINING	6,979	3,412	8,550	<b>8,550</b>	8,600	--	
FUEL / TRANSPORTATION COSTS	4,737	3,883	4,500	<b>4,500</b>	4,500	--	
CONTRACTED SERVICES	1,200	40	2,300	<b>2,300</b>	1,200	--	
MARKETING & PROMOTION	--	117	375	<b>375</b>	375	--	
LAND MAINTENANCE & IMPROVEMENT	340	480	650	<b>650</b>	650	--	
EQUIP REPAIRS & MAINTENANCE	4,197	20,327	23,120	<b>23,120</b>	13,610	--	
BLDG REPAIRS & MAINTENANCE	13,551	19,873	21,300	<b>21,300</b>	22,800	--	
SNOW REMOVAL AND SANDING	1,568	936	2,700	<b>2,700</b>	2,920	--	
MAINTENANCE CONTRACTS	16,981	16,933	18,733	<b>18,943</b>	18,698	210	
	<u>480,273</u>	<u>464,638</u>	<u>530,000</u>	<u><b>487,026</b></u>	<u>487,081</u>	<u>(42,974)</u>	
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(47,061)</u>	<u>(30,688)</u>	<u>221,404</u>	<u><b>173,108</b></u>	<u>188,817</u>	<u>(48,296)</u>	
<b>OTHER</b>							
TRANSFER FROM RESERVES & RES FUNDS	--	--	(34,305)	<b>(12,515)</b>	(25,985)	21,790	64%
TRANSFER TO RESERVES & RES FUNDS	287,982	277,457	110,000	<b>85,000</b>	100,000	(25,000)	-23%
	<u>287,982</u>	<u>277,457</u>	<u>75,695</u>	<u><b>72,485</b></u>	<u>74,015</u>	<u>(3,210)</u>	
	<u>240,921</u>	<u>246,769</u>	<u>297,099</u>	<u><b>245,593</b></u>	<u>262,832</u>	<u>(51,506)</u>	-17%
<b>SUMMARY OF ALL BUILDING ACTIVITIES:</b>							
INSPECTION			--	--	--	--	
TOWN CENTRE			189,024	<b>185,633</b>	183,874	(3,391)	
PUBLIC BUILDINGS - OTHER			73,935	<b>39,910</b>	58,498	(34,025)	
			<u>262,959</u>	<u><b>225,543</b></u>	<u>242,372</u>	<u>(37,416)</u>	

**Town of Ingersoll  
BUILDING INSPECTION  
2018 Budget - Draft  
January 5, 2018**

DEPARTMENT: BUILDING ACTIVITY: INSPECTION	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018		
	2016	2017	2017	2018	2019	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
PERMITS/LICENSES	(373,530)	(348,623)	(158,100)	<b>(163,500)</b>	(150,950)	(5,400)		
USER FEES	(2,730)	(2,170)	(2,500)	<b>(2,000)</b>	(2,300)	500		
	<u>(376,260)</u>	<u>(350,793)</u>	<u>(160,600)</u>	<u><b>(165,500)</b></u>	<u>(153,250)</u>	<u>(4,900)</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	169,357	171,755	176,860	<b>158,920</b>	162,230	(17,940)	-10%	(1)
ADMINISTRATIVE EXPENSE	1,243	760	1,120	<b>1,020</b>	1,130	(100)		
OPERATING EXPENSE	669	905	900	<b>1,000</b>	850	100		
COMMUNICATIONS	341	962	500	<b>500</b>	500	--		
PROGRAM EXPENSES	972	932	1,000	<b>1,050</b>	1,050	50		
MEETINGS, CONFERENCES, TRAINING	6,979	3,412	8,550	<b>8,550</b>	8,600	--		
FUEL / TRANSPORTATION COSTS	4,737	3,883	4,500	<b>4,500</b>	4,500	--		
PROFESSIONAL FEES	10,888	611	--	<b>1,000</b>	--	1,000		
CONTRACTED SERVICES	--	--	1,100	<b>1,100</b>	--	--		
MARKETING & PROMOTION	--	117	375	<b>375</b>	375	--		
	<u>195,185</u>	<u>183,336</u>	<u>194,905</u>	<u><b>178,015</b></u>	<u>179,235</u>	<u>(16,890)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(181,074)</u>	<u>(167,457)</u>	<u>34,305</u>	<u><b>12,515</b></u>	<u>25,985</u>	<u>(21,790)</u>		
<b>OTHER</b>								
TRANSFER FROM RESERVES & RES FUNDS	--	--	(34,305)	<b>(12,515)</b>	(25,985)	21,790	64%	(2)
	<u>182,982</u>	<u>167,457</u>	<u>(34,305)</u>	<u><b>(12,515)</b></u>	<u>(25,985)</u>	<u>21,790</u>		
	<u>1,908</u>	<u>0</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		0%

**EXPLANATION OF CHANGE:**

Revenue No significant changes projected

**INCLUDES DEPARTMENTS:**

3400-4000 Administration

**Expenses**

- (1) Change in the wages allocation and change of the org structure of the building department.
- (2) Required transfer from reserves to balance the building inspection budget.

Town of Ingersoll  
**PROPERTY STANDARDS**  
 2018 Budget - Draft  
 January 5, 2018

DEPARTMENT: BUILDING ACTIVITY: PROPERTY STANDARDS	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018		
	2016	2017	2017	2018	2019	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>	--	(63)	--	--	--	--		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	29,445	30,255	34,140	<b>19,750</b>	20,150	(14,390)	-42%	(1)
	29,445	30,255	34,140	<b>20,050</b>	20,460	(14,090)		
<b>NET OPERATING (REVENUE) EXPENSE</b>	29,445	30,192	34,140	<b>20,050</b>	20,460	(14,090)		
<b>OTHER</b>	--	--	--	--	--	--		
	29,445	30,192	34,140	<b>20,050</b>	20,460	(14,090)		-41%

**EXPLANATION OF CHANGE:**

**Revenue** No significant changes projected

**INCLUDES DEPARTMENTS:**

3400-4006 Administration

**Expenses**

(1) Change in the wages allocation and change of the org structure of the building and property standards department.

**Town of Ingersoll  
TOWN CENTRE  
2018 Budget - Draft  
January 5, 2018**

DEPARTMENT: <b>BUILDING</b> ACTIVITY: <b>TOWN CENTRE</b>	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018		
	2016	2017	2017	2018	2019	(fav)	% if > \$2,500	ref
<b>REVENUE</b>								
COUNTY RECOVERY	(113,970)	(115,529)	(124,224)	<b>(120,840)</b>	(117,114)	3,384		
	<u>(113,970)</u>	<u>(115,529)</u>	<u>(124,224)</u>	<u><b>(120,840)</b></u>	<u>(117,114)</u>	<u>3,384</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	81,875	94,431	100,350	<b>94,500</b>	96,800	(5,850)	-6%	(1)
OPERATING EXPENSE	2,580	2,506	2,500	<b>2,600</b>	2,750	100		
COMMUNICATIONS	1,698	1,698	1,698	<b>1,698</b>	1,698	--		
UTILITIES - HEAT, HYDRO, WATER	94,653	63,266	94,535	<b>93,300</b>	94,120	(1,235)		
CONTRACTED SERVICES	1,200	40	1,200	<b>1,200</b>	1,200	--		
LAND MAINTENANCE & IMPROVEMENT	340	480	650	<b>650</b>	650	--		
EQUIP REPAIRS & MAINTENANCE	3,110	19,708	21,820	<b>21,820</b>	12,310	--		
BLDG REPAIRS & MAINTENANCE	8,696	16,299	19,000	<b>19,000</b>	20,000	--		
SNOW REMOVAL AND SANDING	526	314	1,000	<b>1,000</b>	1,000	--		
MAINTENANCE CONTRACTS	9,281	8,704	10,495	<b>10,705</b>	10,460	210		
	<u>203,958</u>	<u>207,446</u>	<u>253,248</u>	<u><b>246,473</b></u>	<u>240,988</u>	<u>(6,775)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>89,988</u>	<u>91,918</u>	<u>129,024</u>	<u><b>125,633</b></u>	<u>123,874</u>	<u>(3,391)</u>		
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	65,000	60,000	60,000	<b>60,000</b>	60,000	--		
	<u>65,000</u>	<u>60,000</u>	<u>60,000</u>	<u><b>60,000</b></u>	<u>60,000</u>	<u>--</u>		
	<u>154,988</u>	<u>151,918</u>	<u>189,024</u>	<u><b>185,633</b></u>	<u>183,874</u>	<u>(3,391)</u>	-2%	
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>			
<b>Revenue</b> No significant changes projected					2000-4025	Town Hall - Shared Cost		
					2000-4030	Town Hall - Non Shared Cost		
<b>Expenses</b>								
(1) Change in the allocation of wages and change of the org structure of the building and property standards department.								

Town of Ingersoll  
PUBLIC BUILDINGS - OTHER  
2018 Budget - Draft  
January 5, 2018

DEPARTMENT: BUILDING ACTIVITY: PUBLIC BUILDINGS - OTHER	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018		
	2016	2017	2017	2018	2019	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>								
RENT / LEASES	(37,104)	(28,941)	(23,772)	<b>(27,578)</b>	(27,900)	(3,806)	16%	(1)
	<u>(37,104)</u>	<u>(28,941)</u>	<u>(23,772)</u>	<u><b>(27,578)</b></u>	<u>(27,900)</u>	<u>(3,806)</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	20,311	12,267	11,945	<b>9,950</b>	10,200	(1,995)		
OPERATING EXPENSE	--	5,214	6,100	<b>5,500</b>	5,600	(600)		
UTILITIES - HEAT, HYDRO, WATER	16,687	13,075	16,124	<b>13,500</b>	16,340	(2,624)		
EQUIP REPAIRS & MAINTENANCE	1,087	619	1,300	<b>1,300</b>	1,300	--		
BLDG REPAIRS & MAINTENANCE	4,855	3,575	2,300	<b>2,300</b>	2,800	--		
SNOW REMOVAL AND SANDING	1,042	622	1,700	<b>1,700</b>	1,920	--		
MAINTENANCE CONTRACTS	7,700	8,229	8,238	<b>8,238</b>	8,238	--		
	<u>51,684</u>	<u>43,601</u>	<u>47,707</u>	<u><b>42,488</b></u>	<u>46,398</u>	<u>(5,219)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>14,580</u>	<u>14,660</u>	<u>23,935</u>	<u><b>14,910</b></u>	<u>18,498</u>	<u>(9,025)</u>		
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	40,000	50,000	50,000	<b>25,000</b>	40,000	(25,000)	-50%	(2)
	<u>40,000</u>	<u>50,000</u>	<u>50,000</u>	<u><b>25,000</b></u>	<u>40,000</u>	<u>(25,000)</u>		
	<u>54,580</u>	<u>64,660</u>	<u>73,935</u>	<u><b>39,910</b></u>	<u>58,498</u>	<u>(34,025)</u>	-46%	
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>			
<b>Revenue</b>					2000-4015	132 Thames St S		
(1) Based on 2018 lease commitments.					2000-4020	Other Misc. Public Buildings		
<b>Other</b>								
(2) Based on anticipated capital projects in 2018.								

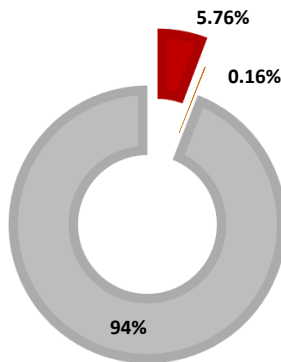
**Town of Ingersoll  
Fire and Parking  
2018 Budget - Draft  
January 5, 2018**

**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.

**Special Operating Projects / Memos/ Enhancements /Challenges**

**FIRE & PARKING PORTION OF  
TOWN'S LEVY**



Parking- 0.16%  
Fire Services - 5.78%

**Challenges**

Aging fire facility and its building components. The need to expand the apparatus bay area has been identified when the aerial is replaced in 2022. The fire station is located in the flood area which presents an issue with the proposed expansion of the existing facility as the Upper Thames Conservation Authority will most likely challenge Town's application. If the application is declined it is uncertain whether The Town will have to build a new facility and deal with the challenge to find the location for the new station, or the Town will have to explore other options including making customizations to the new aerial to have it fit the existing space.

Median residential property valued at \$215,000 will pay \$117/year or \$9.75/month for this service.

**Town of Ingersoll  
FIRE-TOTAL ACTIVITIES  
2018 Budget - Draft  
January 5, 2018**

DEPARTMENT: FIRE ACTIVITY: TOTAL ALL ACTIVITIES	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018	
	2016	2017	2017	2018	2019	(fav) unfav	% if > \$2,500 & +/- 5% ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(18,261)	(18,796)	(18,450)	<b>(19,250)</b>	(18,950)	(800)	
USER FEES	(7,325)	(11,833)	(8,000)	<b>(11,300)</b>	(8,950)	(3,300)	41%
RECOVERIES	(2,378)	(60)	(2,500)	<b>(2,500)</b>	(2,500)	--	
INTERNAL (REVENUE) EXPENSE	(64,788)	(74,064)	(74,064)	<b>(65,952)</b>	(65,000)	8,112	-11% (1)
	<u>(92,752)</u>	<u>(104,754)</u>	<u>(103,014)</u>	<u><b>(99,002)</b></u>	<u>(95,400)</u>	<u>4,012</u>	
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	750,000	728,621	744,695	<b>750,400</b>	768,735	5,705	
ADMINISTRATIVE EXPENSE	1,321	1,169	1,658	<b>1,658</b>	2,055	--	
OPERATING EXPENSE	27,751	27,187	45,585	<b>47,900</b>	33,270	2,315	
COMMUNICATIONS	45,304	45,528	47,020	<b>48,020</b>	47,396	1,000	
UTILITIES - HEAT, HYDRO, WATER	24,718	18,651	24,750	<b>24,850</b>	25,050	100	
PROGRAM EXPENSES	1,802	2,902	4,755	<b>4,555</b>	1,550	(200)	
MEETINGS, CONFERENCES, TRAINING	15,723	7,201	10,000	<b>10,000</b>	11,200	--	
FUEL / TRANSPORTATION COSTS	4,201	6,165	6,000	<b>6,000</b>	6,100	--	
CONTRACTED SERVICES	26,983	27,874	28,000	<b>30,300</b>	28,500	2,300	
MARKETING & PROMOTION	4,712	2,561	6,035	<b>6,535</b>	6,537	500	
LAND MAINTENANCE & IMPROVEMENT	--	--	50	<b>50</b>	50	--	
EQUIP REPAIRS & MAINTENANCE	16,967	24,668	18,000	<b>19,500</b>	18,920	1,500	
BLDG REPAIRS & MAINTENANCE	4,174	1,096	4,000	<b>4,000</b>	4,000	--	
SNOW REMOVAL AND SANDING	--	--	250	--	--	(250)	
MAINTENANCE CONTRACTS	2,635	2,708	3,070	<b>3,070</b>	3,070	--	
	<u>926,290</u>	<u>896,331</u>	<u>943,868</u>	<u><b>956,838</b></u>	<u>956,433</u>	<u>12,970</u>	
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>833,538</u>	<u>791,577</u>	<u>840,854</u>	<u><b>857,836</b></u>	<u>861,033</u>	<u>16,982</u>	
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	176,000	179,000	179,000	<b>199,000</b>	214,000	20,000	11% (2)
	<u>176,000</u>	<u>179,000</u>	<u>179,000</u>	<u><b>199,000</b></u>	<u>214,000</u>	<u>20,000</u>	
	<u>1,009,538</u>	<u>970,577</u>	<u>1,019,854</u>	<u><b>1,056,836</b></u>	<u>1,075,033</u>	<u>36,982</u>	4%
<b>SUMMARY OF ALL FIRE ACTIVITIES:</b>							
ADMINISTRATION			977,338	1,017,348		40,010	
FACILITY			18,516	16,488		(2,028)	
PARKING			24,000	23,000		(1,000)	
			<u>1,019,854</u>	<u><b>1,056,836</b></u>		<u>36,982</u>	



**Town of Ingersoll**  
**FIRE - ADMINISTRATION**  
**2018 Budget - Draft**  
**January 5, 2018**

DEPARTMENT: FIRE ACTIVITY: ADMINISTRATION	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018		
	2016	2017	2017	2018	2019	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
SALE OF GOODS OR SERVICES	(18,261)	(18,796)	(18,450)	<b>(19,250)</b>	(18,950)	(800)		
USER FEES	(4,263)	(4,090)	(4,000)	<b>(4,000)</b>	(4,000)	--		
RECOVERIES	(2,378)	(60)	(2,500)	<b>(2,500)</b>	(2,500)	--		
	<u>(24,902)</u>	<u>(22,946)</u>	<u>(24,950)</u>	<u><b>(25,750)</b></u>	<u>(25,450)</u>	<u>(800)</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	677,207	652,743	662,750	<b>678,660</b>	694,975	15,910		
ADMINISTRATIVE EXPENSE	1,321	1,169	1,658	<b>1,658</b>	2,055	--		
OPERATING EXPENSE	24,661	22,221	41,750	<b>43,750</b>	28,750	2,000		
COMMUNICATIONS	45,304	45,528	47,020	<b>48,020</b>	47,396	1,000		
UTILITIES - HEAT, HYDRO, WATER	24,718	18,651	24,750	<b>24,850</b>	25,050	100		
PROGRAM EXPENSES	1,802	2,902	4,755	<b>4,555</b>	1,300	(200)		
MEETINGS, CONFERENCES, TRAINING	15,723	7,201	10,000	<b>10,000</b>	11,200	--		
FUEL / TRANSPORTATION COSTS	4,201	6,165	6,000	<b>6,000</b>	6,100	--		
MARKETING & PROMOTION	4,712	2,561	6,035	<b>6,535</b>	6,537	500		
EQUIP REPAIRS & MAINTENANCE	15,460	24,531	17,500	<b>19,000</b>	18,420	1,500		
BLDG REPAIRS & MAINTENANCE	4,174	792	--	--	--	--		
MAINTENANCE CONTRACTS	799	565	1,070	<b>1,070</b>	1,070	--		
	<u>820,082</u>	<u>785,029</u>	<u>823,288</u>	<u><b>844,098</b></u>	<u>842,853</u>	<u>20,810</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>795,180</u>	<u>762,082</u>	<u>798,338</u>	<u><b>818,348</b></u>	<u>817,403</u>	<u>20,010</u>		
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	176,000	179,000	179,000	<b>199,000</b>	214,000	20,000	11%	(1)
	<u>176,000</u>	<u>179,000</u>	<u>179,000</u>	<u><b>199,000</b></u>	<u>214,000</u>	<u>20,000</u>		
	<u>971,180</u>	<u>941,082</u>	<u>977,338</u>	<u><b>1,017,348</b></u>	<u>1,031,403</u>	<u>40,010</u>	4.09%	

**EXPLANATION OF CHANGE:**  
**Revenue** No significant changes projected

**INCLUDES DEPARTMENTS:**  
3000-4000 Administration

**Other**

(1) Transfer to the Fire Facility Building to fund future capital costs related to the Fire Hall facility.

**Town of Ingersoll  
FIRE FACILITY  
2018 Budget - Draft  
January 5, 2018**

DEPARTMENT: FIRE ACTIVITY: FACILITY	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018	
	2016	2017	2017	2018	2019	(fav) unfav	% if > \$2,500 & +/- 5% ref
<b>REVENUE</b>							
INTERNAL (REVENUE) EXPENSE	(64,788)	(74,064)	(74,064)	<b>(65,952)</b>	(65,000)	8,112	11% (1)
	<u>(64,788)</u>	<u>(74,064)</u>	<u>(74,064)</u>	<u><b>(65,952)</b></u>	<u>(65,000)</u>	<u>8,112</u>	
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	72,793	75,878	81,945	<b>71,740</b>	73,760	(10,205)	-12% (2)
OPERATING EXPENSE	3,089	4,966	3,835	<b>4,150</b>	4,520	315	
PROGRAM EXPENSES	--	--	--	--	250	--	
LAND MAINTENANCE & IMPROVEMENT	--	--	50	<b>50</b>	50	--	
EQUIP REPAIRS & MAINTENANCE	1,507	137	500	<b>500</b>	500	--	
BLDG REPAIRS & MAINTENANCE	--	304	4,000	<b>4,000</b>	4,000	--	
SNOW REMOVAL AND SANDING	--	--	250	--	--	(250)	
MAINTENANCE CONTRACTS	1,836	2,143	2,000	<b>2,000</b>	2,000	--	
	<u>79,226</u>	<u>83,428</u>	<u>92,580</u>	<u><b>82,440</b></u>	<u>85,080</u>	<u>(10,140)</u>	
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>14,438</u>	<u>9,364</u>	<u>18,516</u>	<u><b>16,488</b></u>	<u>20,080</u>	<u>(2,028)</u>	
<b>OTHER</b>							
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	
	<u>14,438</u>	<u>9,364</u>	<u>18,516</u>	<u><b>16,488</b></u>	<u>20,080</u>	<u>(2,028)</u>	-11%

**EXPLANATION OF CHANGE:**

**Revenue**

(1) Reduced labour cost due to the reduction of staff wages.

**Expenses**

(2) The 2017 budget was higher due to the timing of hiring the new facility maintenance staff to replace the retiring employee. The new employee started 4 weeks earlier to receive proper training and allow for smooth transition.

**INCLUDES DEPARTMENTS:**

3000-4100 Facility

**Town of Ingersoll  
PARKING ENFORCEMENT  
2018 Budget - Draft  
January 5, 2018**

DEPARTMENT: FIRE ACTIVITY: PARKING ENFORCEMENT	Actual 2016	YTD Actual 2017	Budget		Projection 2019	Change 2017 to 2018		
			2017	2018		(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>								
USER FEES	(3,062)	(7,743)	(4,000)	<b>(7,300)</b>	(4,950)	(3,300)	83%	
	<u>(3,062)</u>	<u>(7,743)</u>	<u>(4,000)</u>	<u><b>(7,300)</b></u>	<u>(4,950)</u>	<u>(3,300)</u>		
<b>EXPENSE</b>								
CONTRACTED SERVICES	26,983	27,874	28,000	<b>30,300</b>	28,500	2,300		
	<u>26,983</u>	<u>27,874</u>	<u>28,000</u>	<u><b>30,300</b></u>	<u>28,500</u>	<u>2,300</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>23,921</u>	<u>20,131</u>	<u>24,000</u>	<u><b>23,000</b></u>	<u>23,550</u>	<u>(1,000)</u>		
<b>OTHER</b>								
	<u>    --</u>	<u>    --</u>	<u>    --</u>	<u>    --</u>	<u>    --</u>	<u>    --</u>		
	<u>23,921</u>	<u>20,131</u>	<u>24,000</u>	<u><b>23,000</b></u>	<u>23,550</u>	<u>(1,000)</u>	-4%	

**EXPLANATION OF CHANGE:**

**Revenue** No significant changes projected

**Expenses** No significant changes projected

**INCLUDES DEPARTMENTS:**

1000-4240 Parking

**Town of Ingersoll  
Police  
2018 Budget - Draft  
January 5, 2018**

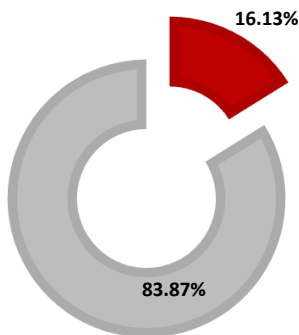
**What We Do**

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.

**Special Operating Projects / Memos/ Enhancements /Challenges**

**POLICE PORTION OF TOWN'S LEVY**



Median residential property valued at \$215,000 will pay \$319/year or \$26.60/month for this service.

**Town of Ingersoll  
POLICE  
2018 Budget - Draft  
January 5, 2018**

DEPARTMENT: POLICE ACTIVITY: ADMINISTRATION	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018		
	2016	2017	2017	2018	2019	(fav)	% if > \$2,500	
						unfav	& +/- 5%	ref
<b>REVENUE</b>								
SALE OF GOODS OR SERVICES	(10,711)	(13,778)	(12,200)	<b>(11,800)</b>	(11,800)	400		
PERMITS/LICENSES	(350)	--	(650)	--	--	650		
USER FEES	(2,997)	(5,574)	(2,500)	<b>(3,000)</b>	(3,000)	(500)		
GRANTS / SUBSIDIES / REBATES	(77,918)	(75,349)	(82,000)	<b>(81,880)</b>	(82,000)	120		
	<u>(91,977)</u>	<u>(94,700)</u>	<u>(97,350)</u>	<u><b>(96,680)</b></u>	<u>(96,800)</u>	<u>670</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	69,734	68,168	72,549	<b>75,248</b>	76,240	2,699		
ADMINISTRATIVE EXPENSE	--	--	100	<b>100</b>	100	--		
OPERATING EXPENSE	221	239	550	<b>900</b>	960	350		
COMMUNICATIONS	705	765	800	<b>800</b>	800	--		
INSURANCE EXPENSE	212	212	400	<b>400</b>	600	--		
PROGRAM EXPENSES	10,411	10,071	10,900	<b>10,800</b>	10,800	(100)		
MEETINGS, CONFERENCES, TRAINING	2,393	2,684	7,000	<b>5,600</b>	6,910	(1,400)		
FUEL / TRANSPORTATION COSTS	265	377	800	<b>800</b>	800	--		
MARKETING & PROMOTION	1,293	1,789	2,400	<b>2,700</b>	2,210	300		
	<u>85,233</u>	<u>84,305</u>	<u>95,499</u>	<u><b>97,348</b></u>	<u>99,420</u>	<u>1,849</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(6,744)</u>	<u>(10,396)</u>	<u>(1,851)</u>	<u><b>668</b></u>	<u>2,620</u>	<u>2,519</u>		
<b>OTHER</b>								
O.P.P. CONTRACT	2,539,976	2,384,963	2,384,963	<b>2,344,381</b>	2,344,381	(40,582)		(1)
	<u>2,539,976</u>	<u>2,384,963</u>	<u>2,384,963</u>	<u><b>2,344,381</b></u>	<u>2,344,381</u>	<u>(40,582)</u>		
	<u>2,533,233</u>	<u>2,374,567</u>	<u>2,383,112</u>	<u><b>2,345,049</b></u>	<u>2,347,001</u>	<u>(38,063)</u>		-2%

**EXPLANATION OF CHANGE:**

Revenue No significant changes projected

**INCLUDES DEPARTMENTS:**

3220-4000 Police Admin  
3230-4000 Police Services Board

**Other**

(1) OPP Contract reduction as a result of the 2015 and 2016 annual reconciliations that have been included as adjustments on the 2018 OPP billing statement. This is a one time adjustment.

**Town of Ingersoll  
POLICE FACILITY  
2018 Budget - Draft  
January 5, 2018**

DEPARTMENT: POLICE ACTIVITY: FACILITY	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018		
	2016	2017	2017	2018	2019	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>								
RENT / LEASES	(105,000)	(105,000)	(105,000)	<b>(105,000)</b>	(106,575)	--		
INTERNAL (REVENUE) EXPENSE	64,788	74,064	74,064	<b>65,952</b>	73,430	(8,112)	11%	(1)
	<u>(40,212)</u>	<u>(30,936)</u>	<u>(30,936)</u>	<u><b>(39,048)</b></u>	<u>(33,145)</u>	<u>(8,112)</u>		
<b>EXPENSE</b>								
INSURANCE EXPENSE	345	336	650	<b>650</b>	650	--		
UTILITIES - HEAT, HYDRO, WATER	28,854	21,941	27,840	<b>26,650</b>	27,300	(1,190)		
BLDG REPAIRS & MAINTENANCE	4,146	6,647	5,000	<b>5,000</b>	5,000	--		
MAINTENANCE CONTRACTS	479	200	500	<b>500</b>	500	--		
	<u>33,824</u>	<u>29,125</u>	<u>33,990</u>	<u><b>32,800</b></u>	<u>33,450</u>	<u>(1,190)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(6,388)</u>	<u>(1,811)</u>	<u>3,054</u>	<u><b>(6,248)</b></u>	<u>305</u>	<u>(9,302)</u>		
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	15,350	15,350	15,350	<b>10,000</b>	12,000	(5,350)	-35%	(2)
	<u>15,350</u>	<u>15,350</u>	<u>15,350</u>	<u><b>10,000</b></u>	<u>12,000</u>	<u>(5,350)</u>		
	<u>8,962</u>	<u>13,539</u>	<u>18,404</u>	<u><b>3,752</b></u>	<u>12,305</u>	<u>(14,652)</u>	-80%	

**EXPLANATION OF CHANGE:**

**Revenue**

(1) Reduced labour cost due to the savings in maintenance staff wages.

**Expenses**

(2) Based on the requirements to fund future capital projects.

**INCLUDES DEPARTMENTS:**

3200-4100 Facility

**Town of Ingersoll  
Engineering and Street Lights  
2018 Budget - Draft  
January 5, 2018**

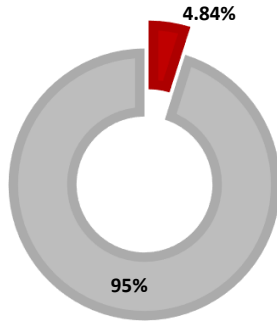
**What We Do**

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

**Special Operating Projects / Memos/ Enhancements /Challenges**

**ENGINEERING PORTION OF TOWN'S  
LEVY**



**Challenges**

Difficulty obtaining funding for Infrastructure, applying for OCIF application based funding.

New Asset Management planning regulation. The Town will be required to update the Asset Management Plan with lifecycle policies, financial strategies and levels of service.

**Special Projects**

Asset Management Plan updates, policies and financing strategy to ensure compliance with the proposed regulation.

Installation of a new survey monument.

Median residential property valued at \$215,000 will pay \$96/year or \$8/month for this service.

**Town of Ingersoll  
ENGINEERING  
2018 Budget - Draft  
January 5, 2018**

DEPARTMENT: ENGINEERING ACTIVITY: ADMINISTRATION	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018		
	2016	2017	2017	2018	2019	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>								
PERMITS/LICENSES	(650)	(100)	(500)	<b>(200)</b>	(200)	300		
USER FEES	(1,434)	(1,376)	(1,500)	<b>(1,500)</b>	(1,500)	--		
RECOVERIES	(117,409)	(35,047)	(115,200)	<b>(80,200)</b>	(80,200)	35,000	30%	(1)
	<u>(119,493)</u>	<u>(36,523)</u>	<u>(117,200)</u>	<u><b>(81,900)</b></u>	<u>(81,900)</u>	<u>35,300</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	348,509	325,933	348,260	<b>375,980</b>	383,555	27,720	8%	(2)
ADMINISTRATIVE EXPENSE	7,855	9,319	18,350	<b>15,850</b>	15,850	(2,500)		
OPERATING EXPENSE	11,597	2,203	2,970	<b>3,970</b>	3,020	1,000		
COMMUNICATIONS	10,508	10,250	11,000	<b>11,000</b>	11,000	--		
PROGRAM EXPENSES	1,230	1,267	2,565	<b>2,855</b>	2,565	290		
MEETINGS, CONFERENCES, TRAINING	10,606	12,615	15,700	<b>17,650</b>	16,300	1,950		
FUEL / TRANSPORTATION COSTS	3,349	3,122	3,100	<b>3,100</b>	2,600	--		
PROFESSIONAL FEES	13,695	15,943	26,200	<b>66,500</b>	69,700	40,300	154%	(3)
CONTRACTED SERVICES	1,180	1,036	2,500	<b>2,500</b>	100	--		
MARKETING & PROMOTION	711	370	1,000	<b>500</b>	1,275	(500)		
EQUIP REPAIRS & MAINTENANCE	(10,098)	(7,808)	(2,800)	<b>(3,800)</b>	(4,800)	(1,000)		
EQUIPMENT USAGE	2,075	400	200	<b>200</b>	200	--		
	<u>401,217</u>	<u>374,650</u>	<u>429,045</u>	<u><b>496,305</b></u>	<u>501,365</u>	<u>67,260</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>281,724</u>	<u>338,127</u>	<u>311,845</u>	<u><b>414,405</b></u>	<u>419,465</u>	<u>102,560</u>		
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	1,643,642	1,880,282	1,877,000	<b>1,507,000</b>	2,132,000	(370,000)	-20%	(4)
	<u>1,643,642</u>	<u>1,880,282</u>	<u>1,877,000</u>	<u><b>1,507,000</b></u>	<u>2,132,000</u>	<u>(370,000)</u>		
	<u><u>1,925,366</u></u>	<u><u>2,218,409</u></u>	<u><u>2,188,845</u></u>	<u><u><b>1,921,405</b></u></u>	<u><u>2,551,465</u></u>	<u><u>(267,440)</u></u>	-12%	

**EXPLANATION OF CHANGE:**

**Revenue**

- (1) Based on anticipated capital projects performed and managed by the Town's engineering staff on behalf of the County.  
The Town currently charges a 2.5% admin fee on the total cost of the projects.

**INCLUDES DEPARTMENTS:**

- 4000-4000 Administration  
4000-5020 Locates

**Expenses**

- (2) Anticipated increase in wages including an annual index and step increases.  
(3) Based on special operating projects including consulting work to amend the Asset Management Plan to ensure compliance with the new government requirements (+\$20K), and the installation of a new survey monument (+30K).  
(4) Based on the requirements to fund future capital projects.



Town of Ingersoll  
**STREET LIGHTING & TRAFFIC SIGNALS**  
 2018 Budget - Draft  
 January 5, 2018

DEPARTMENT: ENGINEERING ACTIVITY: STREET LIGHTING & TRAFFIC SIGNALS	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018		
	2016	2017	2017	2018	2019	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
	--	--	--	--	--	--		
<b>EXPENSE</b>								
UTILITIES - HEAT, HYDRO, WATER	265,663	242,041	250,200	<b>265,000</b>	272,800	14,800		6% (1)
EQUIP REPAIRS & MAINTENANCE	22,613	16,156	22,000	<b>22,000</b>	25,400	--		
	<u>288,276</u>	<u>258,196</u>	<u>272,200</u>	<b><u>287,000</u></b>	<u>298,200</u>	<u>14,800</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>288,276</u>	<u>258,196</u>	<u>272,200</u>	<b><u>287,000</u></b>	<u>298,200</u>	<u>14,800</u>		
<b>OTHER</b>								
	--	--	--	--	--	--		
	<u>288,276</u>	<u>258,196</u>	<u>272,200</u>	<b><u>287,000</u></b>	<u>298,200</u>	<u>14,800</u>		5%

**EXPLANATION OF CHANGE:**

**Revenue** No significant changes projected

**INCLUDES DEPARTMENTS:**

4000-4400 Street Lights  
 4000-4410 Traffic Signals

**Expenses**

(1) Based on additions to the Town street lights inventory (new subdivisions) and hydro rate increases at the rate of inflations of 2%.

**Town of Ingersoll  
Public Works  
2018 Budget - Draft  
January 5, 2018**

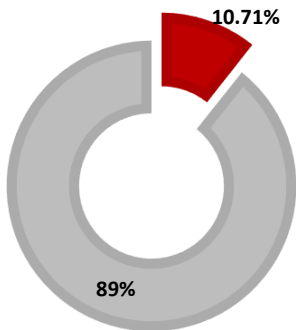
**What We Do**

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.

**Special Operating Projects / Memos/ Enhancements /Challenges**

**PUBLIC WORKS PORTION OF  
TOWN'S LEVY**



**Special Projects**

Implementation of a new web based patrolling and inspection solution software for better risk management, reporting and road safety. The software will be used to patrol roads, sidewalks, trails, and for winter patrol.

Underground storm sewer inspection that must be done once every year.

Median residential property valued at \$215,000 will pay \$212/year or \$17.70/month for this service.

**Town of Ingersoll**  
**PUBLIC WORKS-TOTAL ALL ACTIVITIES**  
**2018 Budget - Draft**  
**January 5, 2018**

DEPARTMENT: PUBLIC WORKS ACTIVITY: TOTAL ALL ACTIVITIES	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018		
	2016	2017	2017	2018	2019	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
SALE OF GOODS OR SERVICES	(8,803)	(9,378)	(7,060)	<b>(8,180)</b>	(7,950)	(1,120)		
PERMITS/LICENSES	(13,100)	(11,800)	(7,500)	<b>(10,000)</b>	(10,000)	(2,500)		
USER FEES	(435)	--	(300)	<b>(300)</b>	(300)	--		
RECOVERIES	(22,255)	(27,655)	(18,000)	<b>(20,000)</b>	(20,000)	(2,000)		
COUNTY RECOVERY	(205,549)	(200,238)	(199,018)	<b>(208,438)</b>	(208,638)	(9,420)		
GRANTS / SUBSIDIES / REBATES	(4,731)	--	(4,730)	--	--	4,730		
	<u>(254,874)</u>	<u>(249,070)</u>	<u>(236,608)</u>	<u><b>(246,918)</b></u>	<u>(246,888)</u>	<u>(10,310)</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	1,013,065	1,031,864	1,022,259	<b>1,086,874</b>	1,111,120	64,615	6%	(1)
ADMINISTRATIVE EXPENSE	969	1,490	1,175	<b>1,275</b>	1,485	100		
OPERATING EXPENSE	18,977	17,647	20,350	<b>20,450</b>	24,000	100		
COMMUNICATIONS	7,516	6,811	7,989	<b>8,969</b>	8,999	980		
UTILITIES - HEAT, HYDRO, WATER	20,641	18,006	20,840	<b>20,950</b>	21,200	110		
PROGRAM EXPENSES	770	219	786	<b>886</b>	1,076	100		
MEETINGS, CONFERENCES, TRAINING	10,199	7,460	9,405	<b>8,105</b>	8,105	(1,300)		
FUEL / TRANSPORTATION COSTS	50,762	55,974	57,710	<b>59,275</b>	60,475	1,565		
CONTRACTED SERVICES	26,559	28,500	28,500	<b>31,250</b>	28,500	2,750		
MARKETING & PROMOTION	1,997	7,811	5,500	<b>5,500</b>	6,725	--		
LAND MAINTENANCE & IMPROVEMENT	--	--	1,000	<b>1,000</b>	1,200	--		
EQUIP REPAIRS & MAINTENANCE	3,246	4,390	95,252	<b>95,252</b>	96,252	--		
BLDG REPAIRS & MAINTENANCE	12,715	3,998	9,000	<b>9,000</b>	9,000	--		
SNOW REMOVAL AND SANDING	22,743	17,233	18,000	<b>18,000</b>	18,000	--		
MAINTENANCE CONTRACTS	7,344	7,325	12,130	<b>12,130</b>	12,130	--		
MATERIALS	383,914	379,154	383,636	<b>422,108</b>	390,300	38,472	10%	(2)
EQUIPMENT USAGE	47,586	29,002	--	<b>(200)</b>	(200)	(200)		
	<u>1,629,005</u>	<u>1,616,884</u>	<u>1,693,532</u>	<u><b>1,800,824</b></u>	<u>1,798,367</u>	<u>107,292</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>1,374,131</u>	<u>1,367,813</u>	<u>1,456,924</u>	<u><b>1,553,906</b></u>	<u>1,551,479</u>	<u>96,982</u>		
<b>OTHER</b>								
TRANSFER FROM RESERVES & RES FUNDS	(2,898)	--	(2,500)	<b>(4,309)</b>	(2,700)	(1,809)		
TRANSFER TO RESERVES & RES FUNDS	248,409	232,820	244,320	<b>212,285</b>	211,925	(32,035)	13%	
	<u>290,505</u>	<u>232,820</u>	<u>241,820</u>	<u><b>207,976</b></u>	<u>209,225</u>	<u>(33,844)</u>		
	<u>1,664,636</u>	<u>1,600,633</u>	<u>1,698,744</u>	<u><b>1,761,882</b></u>	<u>1,760,704</u>	<u>63,138</u>	3.7%	
<b>SUMMARY OF ALL PUBLIC WORKS ACTIVITIES:</b>								
ADMINISTRATION & EQUIPMENT			340,457	<b>353,870</b>		13,413		
BRIDGES & CULVERTS			11,700	<b>12,960</b>		1,260		
ROADSIDE MAINTENANCE			219,300	<b>270,790</b>		51,490		
SURFACE MAINTENANCE			301,000	<b>297,670</b>		(3,330)		
ROADS, SIDEWALKS & PARKING LOTS			261,620	<b>263,220</b>		1,600		
WINTER CONTROL			465,296	<b>442,330</b>		(22,966)		
ENVIRONMENTAL SERVICES			99,371	<b>121,042</b>		21,671		
			<u>1,698,744</u>	<u><b>1,761,882</b></u>		<u>63,138</u>		

**Town of Ingersoll**  
**PUBLIC WORKS-ADMINISTRATION & EQUIPMENT**  
**2018 Budget - Draft**  
**January 5, 2018**

DEPARTMENT: PUBLIC WORKS						Change 2017 to 2018			
ACTIVITY:	ADMINISTRATION & EQUIPMENT	Actual	YTD Actual	Budget		Projection	(fav)	% if > \$2,500	
		2016	2017	2017	2018	2019	unfav	& +/- 5% ref	
<b>REVENUE</b>									
SALE OF GOODS OR SERVICES		(1,956)	(1,239)	(1,500)	(1,000)	(1,500)	500		
PERMITS/LICENSES		(13,100)	(11,800)	(7,500)	(10,000)	(10,000)	(2,500)		
USER FEES		(435)	--	(300)	(300)	(300)	--		
RECOVERIES		(22,255)	(27,655)	(18,000)	(20,000)	(20,000)	(2,000)		
COUNTY RECOVERY		(177,518)	(172,000)	(172,000)	(180,000)	(180,000)	(8,000)		
GRANTS / SUBSIDIES / REBATES		(4,731)	--	(4,730)	--	--	4,730	-100% (1)	
		<u>(219,996)</u>	<u>(212,694)</u>	<u>(204,030)</u>	<u>(211,300)</u>	<u>(211,800)</u>	<u>(7,270)</u>		
<b>EXPENSE</b>									
SALARIES, WAGES & BENEFITS		438,012	444,103	437,040	460,083	468,800	23,043	5% (2)	
ADMINISTRATIVE EXPENSE		969	1,490	1,175	1,275	1,485	100		
OPERATING EXPENSE		17,717	16,152	17,850	17,950	21,500	100		
COMMUNICATIONS		7,516	6,811	7,989	8,969	8,999	980		
UTILITIES - HEAT, HYDRO, WATER		19,886	17,433	20,190	20,200	20,200	10		
PROGRAM EXPENSES		720	219	786	886	1,076	100		
MEETINGS, CONFERENCES, TRAINING		10,199	7,460	9,405	8,105	8,105	(1,300)		
FUEL / TRANSPORTATION COSTS		50,762	55,974	57,710	59,275	60,475	1,565		
MARKETING & PROMOTION		57	51	300	300	1,000	--		
EQUIP REPAIRS & MAINTENANCE		3,246	4,390	95,252	95,252	96,252	--		
BLDG REPAIRS & MAINTENANCE		12,715	3,998	9,000	9,000	9,000	--		
MAINTENANCE CONTRACTS		7,344	7,325	12,130	12,130	12,130	--		
EQUIPMENT USAGE		(287,394)	(270,238)	(368,660)	(343,290)	(345,130)	25,370	7% (3)	
		<u>281,750</u>	<u>295,168</u>	<u>300,167</u>	<u>352,885</u>	<u>363,892</u>	<u>52,718</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>61,755</u>	<u>82,473</u>	<u>96,137</u>	<u>141,585</u>	<u>152,092</u>	<u>45,448</u>		
<b>OTHER</b>									
TRANSFER TO RESERVES & RES FUNDS		248,409	232,820	244,320	212,285	211,925	(32,035)	13% (4)	
		<u>245,511</u>	<u>232,820</u>	<u>244,320</u>	<u>212,285</u>	<u>211,925</u>	<u>(32,035)</u>		
		<u>307,265</u>	<u>315,293</u>	<u>340,457</u>	<u>353,870</u>	<u>364,017</u>	<u>13,413</u>	4%	

**EXPLANATION OF CHANGE:**

**Revenue**

- (1) The Town was not approved for the summer student grant in 2017.  
The grant was eliminated from the budget given the uncertainty of the funding.

**Expenses**

- (2) Supervisory and admin wages increased due to the changes in the interdepartmental allocation of management time.  
Also includes increases to the employee health benefits (+9.5%)
- (3) To bring in line with 2016 and 2017 actual expenditures.

**Other**

- (4) Directly attributed to the equipment usage estimates.

**INCLUDES DEPARTMENTS:**

- 4500-4000 Administration  
4500-4100 Facility  
4500-4190 Supervisory  
4500-4230 Equipment Usage

Town of Ingersoll  
BRIDGES & CULVERTS  
2018 Budget - Draft  
January 5, 2018

DEPARTMENT: PUBLIC WORKS ACTIVITY: BRIDGES & CULVERTS	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018		
	2016	2017	2017	2018	2019	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
	--	--	--	--	--	--		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	6,110	10,078	7,550	<b>9,760</b>	9,900	2,210		
MATERIALS	3,560	534	2,500	<b>2,500</b>	3,000	--		
EQUIPMENT USAGE	689	1,552	1,650	<b>700</b>	1,650	(950)		
	<u>10,359</u>	<u>12,165</u>	<u>11,700</u>	<b><u>12,960</u></b>	<u>14,550</u>	<u>1,260</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>10,359</u>	<u>12,165</u>	<u>11,700</u>	<b><u>12,960</u></b>	<u>14,550</u>	<u>1,260</u>		
<b>OTHER</b>								
	--	--	--	--	--	--		
	<u>10,359</u>	<u>12,165</u>	<u>11,700</u>	<b><u>12,960</u></b>	<u>14,550</u>	<u>1,260</u>		11%

**EXPLANATION OF CHANGE:**

**Revenue** No significant changes projected

**Expenses** No significant changes projected

**INCLUDES DEPARTMENTS:**

4500-4110 Bridges and Culverts

**Town of Ingersoll  
ROADSIDE MAINTENANCE  
2018 Budget - Draft  
January 5, 2018**

DEPARTMENT: PUBLIC WORKS ACTIVITY: ROADSIDE MAINTENANCE	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018		
	2016	2017	2017	2018	2019	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
	--	--	--	--	--	--		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	106,195	144,688	113,950	<b>129,590</b>	132,500	15,640	14%	(1)
MATERIALS	34,113	51,922	37,700	<b>72,700</b>	42,700	35,000	93%	(2)
EQUIPMENT USAGE	61,144	81,531	67,650	<b>68,500</b>	68,500	850		
	<u>201,452</u>	<u>278,141</u>	<u>219,300</u>	<u><b>270,790</b></u>	<u>243,700</u>	<u>51,490</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	201,452	278,141	219,300	<b>270,790</b>	243,700	51,490		
<b>OTHER</b>								
	--	--	--	--	--	--		
	<u>201,452</u>	<u>278,141</u>	<u>219,300</u>	<u><b>270,790</b></u>	<u>243,700</u>	<u>51,490</u>		23%

**EXPLANATION OF CHANGE:**

**Revenue** No significant changes projected

**Expenses**

- (1) To bring in line with 2017 actual hours.  
Includes projected increases to employee health benefits (+9.5%)

- (2) Due to added cost to camera Town's storm sewer infrastructure (+\$30K) and an increase for the municipal tree trimming program (increased number of trees identified for trimming or removal).

**INCLUDES DEPARTMENTS:**

- 4500-4120 Mowing, Weed and Spray  
4500-4121 Tree Trimming  
4500-4122 Ditching  
4500-4123 Catch Basins

Town of Ingersoll  
**SURFACE MAINTENANCE**  
 2018 Budget - Draft  
 January 5, 2018

DEPARTMENT: PUBLIC WORKS ACTIVITY: SURFACE MAINTENANCE	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018		
	2016	2017	2017	2018	2019	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>	--	--	--	--	--	--		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	126,562	107,176	122,850	<b>119,720</b>	122,700	(3,130)		
MATERIALS	111,412	117,365	114,400	<b>114,200</b>	113,700	(200)		
EQUIPMENT USAGE	52,960	63,479	63,750	<b>63,750</b>	64,550	--		
	<u>290,934</u>	<u>288,019</u>	<u>301,000</u>	<b><u>297,670</u></b>	<u>300,950</u>	<u>(3,330)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	290,934	288,019	301,000	<b>297,670</b>	300,950	(3,330)		
<b>OTHER</b>								
	44,994	--	--	--	--	--		
	<u>335,929</u>	<u>288,019</u>	<u>301,000</u>	<b><u>297,670</u></b>	<u>300,950</u>	<u>(3,330)</u>		-1%
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>			
<b>Revenue</b> No significant changes projected					4500-4130	Patching & Spray		
					4500-4131	Sweep, Flush, Clean		
					4500-4132	Shoulder		
					4500-4141	Dust Control		
<b>Expenses</b> No significant changes projected								

**Town of Ingersoll**  
**ROADS, SIDEWALKS & PARKING LOTS**  
**2018 Budget - Draft**  
**January 5, 2018**

DEPARTMENT: PUBLIC WORKS ACTIVITY: ROADS, SIDEWALKS & PARKING LOTS	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018	
	2016	2017	2017	2018	2019	(fav)	% if > \$2,500 unfav & +/- 5% ref
<b>REVENUE</b>	--	--	--	--	--	--	
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	101,660	111,190	109,440	<b>111,000</b>	113,800	1,560	
UTILITIES - HEAT, HYDRO, WATER	755	573	650	<b>750</b>	1,000	100	
LAND MAINTENANCE & IMPROVEMENT	--	--	1,000	<b>1,000</b>	1,200	--	
SNOW REMOVAL AND SANDING	22,743	17,233	18,000	<b>18,000</b>	18,000	--	
MATERIALS	106,205	90,892	107,300	<b>109,300</b>	109,300	2,000	
EQUIPMENT USAGE	19,350	25,601	25,230	<b>23,170</b>	23,170	(2,060)	
	<u>250,713</u>	<u>245,488</u>	<u>261,620</u>	<u><b>263,220</b></u>	<u>266,470</u>	<u>1,600</u>	
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>250,713</u>	<u>245,488</u>	<u>261,620</u>	<u><b>263,220</b></u>	<u>266,470</u>	<u>1,600</u>	
<b>OTHER</b>	--	--	--	--	--	--	
	<u>250,713</u>	<u>245,488</u>	<u>261,620</u>	<u><b>263,220</b></u>	<u>266,470</u>	<u>1,600</u>	1%

**EXPLANATION OF CHANGE:**

**Revenue** No significant changes projected

**Expenses** No significant changes projected

**INCLUDES DEPARTMENTS:**

- 4500-4160 Signs & Guide Rails
- 4500-4161 Crossing Signals
- 4500-4200 Parking Lots
- 4500-4205 Detours
- 4500-4220 Sidewalk Repairs



Town of Ingersoll  
WINTER CONTROL  
2018 Budget - Draft  
January 5, 2018

DEPARTMENT: PUBLIC WORKS	Actual	YTD Actual	Budget		Projection	Change 2017 to 2018		
ACTIVITY: WINTER CONTROL	2016	2017	2017	2018	2019	(fav)	% if > \$2,500	
						unfav	& +/- 5%	ref
<b>REVENUE</b>	--	--	--	--	--	--		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	142,475	131,214	150,100	<b>150,370</b>	154,120	270		
CONTRACTED SERVICES	26,559	28,500	28,500	<b>28,500</b>	28,500	--		
MATERIALS	124,373	114,763	116,936	<b>116,900</b>	116,900	(36)		
EQUIPMENT USAGE	146,542	87,623	169,760	<b>146,560</b>	146,560	(23,200)	14%	(1)
	<u>439,950</u>	<u>362,101</u>	<u>465,296</u>	<b><u>442,330</u></b>	<u>446,080</u>	<u>(22,966)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>439,950</u>	<u>362,101</u>	<u>465,296</u>	<b><u>442,330</u></b>	<u>446,080</u>	<u>(22,966)</u>		
<b>OTHER</b>	--	--	--	--	--	--		
	<u>439,950</u>	<u>362,101</u>	<u>465,296</u>	<b><u>442,330</u></b>	<u>446,080</u>	<u>(22,966)</u>	-5%	
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>			
Revenue	No significant changes projected				4500-4150	Plowing, Sand and Salting		
					4500-4151	Snow Removal		
					4500-4152	Snow Fence		
					4500-4153	Winter Standby		
					4500-4221	Sidewalk Winter Control		
Expenses	(1) To bring in line with 2016 and 2017 actuals.							

Town of Ingersoll  
**ENVIRONMENTAL SERVICES**  
 2018 Budget - Draft  
 January 5, 2018

DEPARTMENT: PUBLIC WORKS	ACTIVITY: ENVIRONMENTAL SERVICES	Actual		Budget		Projection	Change 2017 to 2018		
		2016	YTD Actual 2017	2017	2018	2019	(fav)	% if > \$2,500 unfav	& +/- 5% ref
<b>REVENUE</b>									
	SALE OF GOODS OR SERVICES	(6,847)	(8,139)	(5,560)	<b>(7,180)</b>	(6,450)	(1,620)		
	COUNTY RECOVERY	(28,031)	(28,238)	(27,018)	<b>(28,438)</b>	(28,638)	(1,420)		
		<u>(34,878)</u>	<u>(36,376)</u>	<u>(32,578)</u>	<u><b>(35,618)</b></u>	<u>(35,088)</u>	<u>(3,040)</u>		
<b>EXPENSE</b>									
	SALARIES, WAGES & BENEFITS	92,051	83,414	81,329	<b>106,351</b>	109,300	25,022	31%	(1)
	OPERATING EXPENSE	1,260	1,495	2,500	<b>2,500</b>	2,500	--		
	MARKETING & PROMOTION	1,940	7,760	5,200	<b>5,200</b>	5,725	--		
	MATERIALS	4,249	3,679	4,800	<b>6,508</b>	4,700	1,708		
	EQUIPMENT USAGE	54,296	39,455	40,620	<b>40,410</b>	40,500	(210)		
		<u>153,846</u>	<u>135,802</u>	<u>134,449</u>	<u><b>160,969</b></u>	<u>162,725</u>	<u>26,520</u>		
	<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>118,968</u>	<u>99,426</u>	<u>101,871</u>	<u><b>125,351</b></u>	<u>127,637</u>	<u>23,480</u>		
<b>OTHER</b>									
	TRANSFER FROM RESERVES & RES FUNDS	--	--	(2,500)	<b>(4,309)</b>	(2,700)	(1,809)		
		<u>--</u>	<u>--</u>	<u>(2,500)</u>	<u><b>(4,309)</b></u>	<u>(2,700)</u>	<u>(1,809)</u>		
		<u>118,968</u>	<u>99,426</u>	<u>99,371</u>	<u><b>121,042</b></u>	<u>124,937</u>	<u>21,671</u>	22%	
<b>EXPLANATION OF CHANGE:</b>						<b>INCLUDES DEPARTMENTS:</b>			
Revenue No significant changes projected						4500-4203	Promo Trees		
						4500-5000	Garbage & Recycling Admin		
						4500-5010	Waste Depot		
						4500-5012	Debris & Litter Pickup		
						4500-5013	Leaf Collection		
						4500-5015	Christmas Trees Pick up		
Expenses									
(2) Salaries increased due to the changes in the interdepartmental allocation of management time.									
Also includes increases to the employee health benefits (+9.5%)									