



Municipality of West Perth

2020 Budget Book

Operating & Capital Budgets

Contents

COMMUNITY PROFILE	4
Demographics	4
Geography	5
STRATEGIC PLAN	6
KEY 2020 INITIATIVES	6
Asset Management	6
BUDGET PRESSURES.....	7
2020 OPERATING BUDGET.....	7
General Government.....	9
Council	9
General Administration.....	9
Facilities	11
Committees & Community Initiatives	12
Protection Services.....	14
Fire Services	14
Police Services.....	15
By-Law Enforcement.....	16
Building Inspection Services	16
Animal Control.....	17
Conservation Authorities	17
Transportation Services	18
Transportation Services – Infrastructure	18
Transportation Facilities	20
Municipal Drains.....	21
Gravel Pit Operations.....	21
Streetlighting	22
Public Transportation – Mobility Bus.....	22
Environmental Services	23
Stormwater Management.....	23
Solid Waste Services	23
User Fee Budget – Water & Wastewater Services	25
Recreation and Cultural Services.....	28
Parks	28
Recreation Programs and Facilities	29
West Perth Public Library.....	31

Municipality of West Perth - 2020 Budget

Health Services 33
 Cemeteries 33

PLANNING & DEVELOPMENT 34
 Planning 34
 Economic Development 34

2020 CAPITAL BUDGET 36
 2020 Capital Budget by Project and Function..... 36

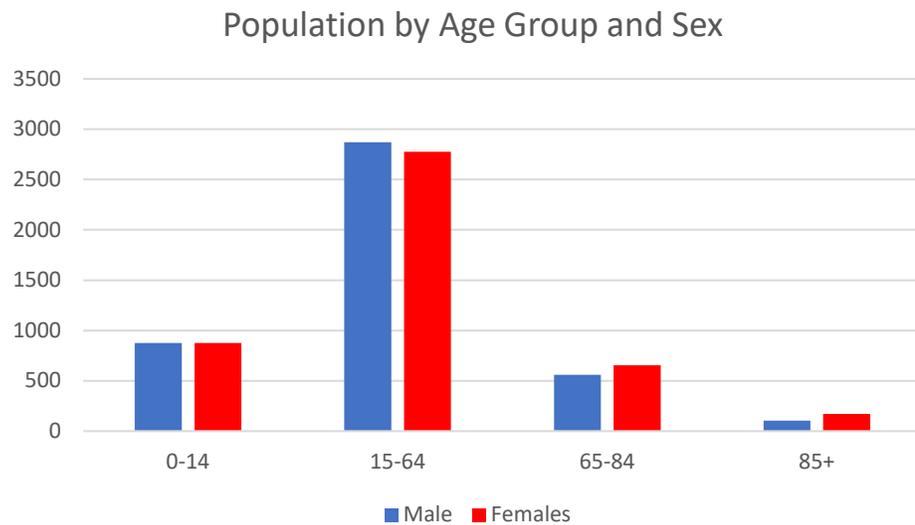
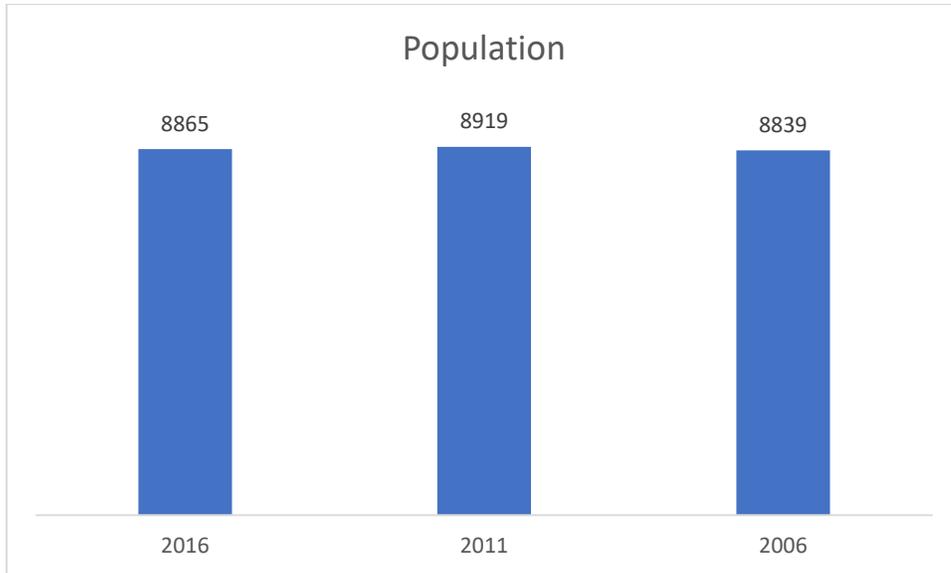
Community Profile

The Municipality of West Perth was incorporated in 1998 following the amalgamation of the Townships Logan, Hibbert, Fullarton and Town of Mitchell.

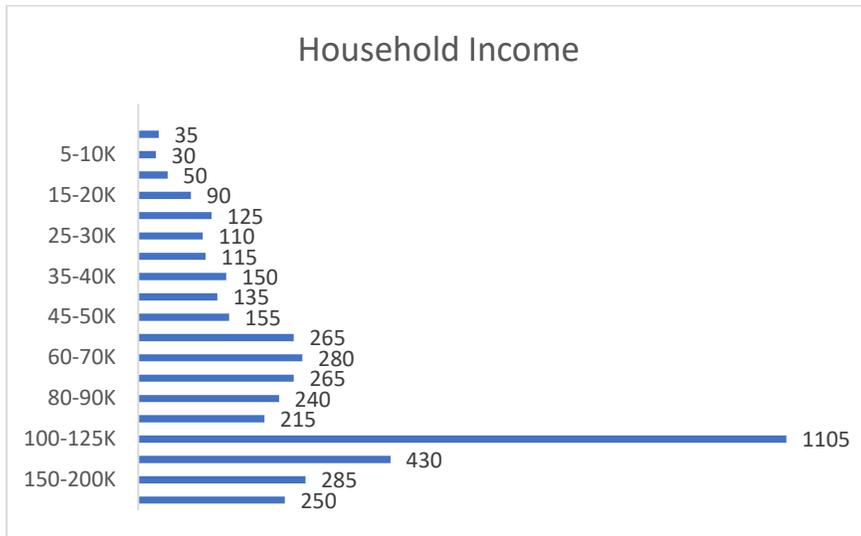
Demographics

The demographics presented are from the 2016 Census.

Population from 2006 to 2016 representing a growth rate from 2011 to 2016 of -0.6%. This is a relatively low growth rate in comparison to surrounding local areas but still shows a stable population size since 1996.



Municipality of West Perth - 2020 Budget



Income Statistics from the 2016 Census shows the median income as \$37,529.

Geography

The Municipality of West Perth consists of 4 wards: Fullarton, Hibbert, Logan and Mitchell. The ward map can be found below.

Amalgamation broadened the tax base for the areas resulting in greater income that could, in turn, be invested in the new Municipality of West Perth. This created the potential for greater opportunities to a larger area with less economic impact.



Strategic Plan

The Municipality of West Perth is in the final stages of a new 5-year strategic plan. These plans provide strategic guidance and direction as set by Council in order for staff to work within. Strategic plans have typically focused on Community directions; however, the current plan also includes a corporate direction as well. Values that have been identified are as follows:

Community Values

- Diversity
- Small Town/Community Atmosphere
- Strong Business Community
- Community Safety
- Proximity to urban centers and natural environments
- Rural roots
- Affordability

Corporate Values

- Fiscal Responsibility
- Innovation – proactive, sustainable, forward thinking
- Supportive workplace culture
- Commitment and Staff engagement
- Leadership
- Community Focus

West Perth's strategic overall goals:



Key 2020 Initiatives

Asset Management

Asset Management is a proactive approach at the lifecycle maintenance and end of life replacement of the Municipal assets required for service delivery. These assets consist of critical infrastructure that ensure quality of life and many other assets that enhance the Communities.

Asset Management plans have been around formally since 2013, however, departure from a singular plan resulted in an asset management strategy. This suggests a live document that is utilized in operations, decision making and budgeting processes. Input is required from all stakeholders and will be evolutionary in Municipal management.

The Municipality of West Perth has completed many of the legislative milestones to date. A policy can be found on the website and a draft plan is underway to replace the 2013 plan.

Asset Management Benefits for West Perth

- Objective decision making
- Objective budgeting
- Consistency throughout the Municipality
- Coordination of services and service delivery
- Definition of levels of service
- Coordination of Operational and Financial Plans

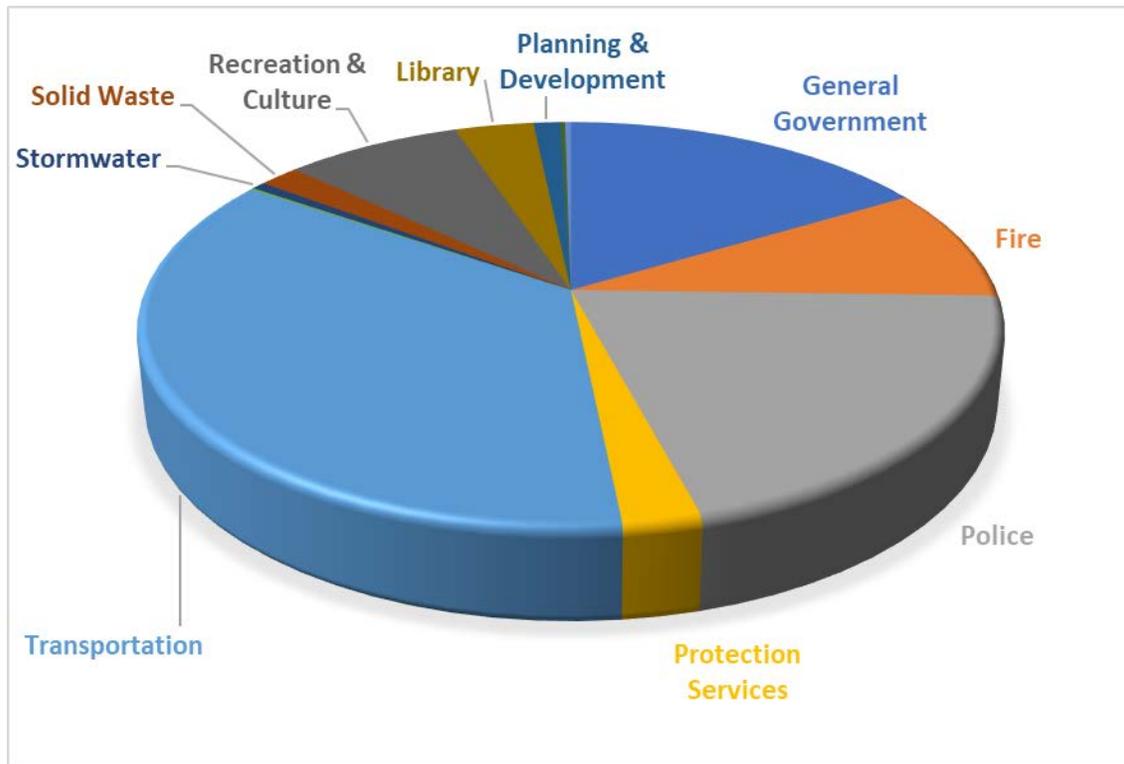
Budget Pressures

Budget Relief	Budget Pressures
Reduction in OPP Contract	Insurance Costs +17%
Operations Shed Property Tax Exemption	Reduction in OMPF Funding
Interest/Investment Income Increasing	CPI – 1.7% and Market Check
Assessment Growth – 1.4%	IT Support/Development
Hydro Rebate – 31.8%	Increasing Contractual Costs

2020 Operating Budget

Functional Class	2020 Levy Requisition	2019 Levy Requisition	Levy Increase
Corporate Services	(1,421,900)	(1,468,700)	46,800
General Government	1,293,320	1,222,701	70,619
Fire	708,797	712,146	(3,349)
Police	1,603,554	1,628,172	(24,618)
Protection Services	200,417	203,730	(3,313)
Transportation	2,840,943	2,598,196	242,747
Transit	12,000	12,000	-
Stormwater	47,000	37,000	10,000
Solid Waste	141,807	151,735	(9,928)
Recreation & Culture	616,952	552,514	64,438
Library	273,285	265,859	7,426
Planning & Development	93,001	58,890	34,111
Community Grants	16,500	16,500	-
Committees	20,350	27,320	(6,970)
Total	6,446,026	6,018,063	427,963

2020 Operating Levy Distribution by Function



2020 Total Tax Levy Requisition

Total Increase in Levy Requisition	561,793
Growth	117,008
Net Increase in Levy Requisition	\$444,785
Lower Tier % Increase	5.38%

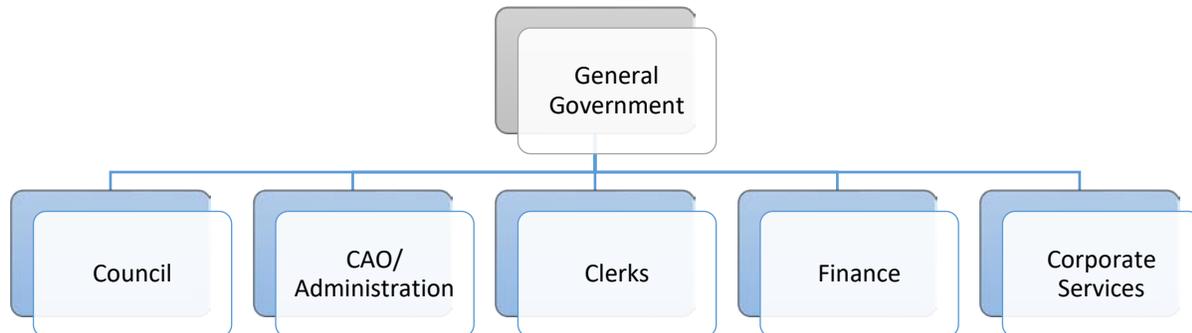
The growth from 2019 to 2020 increased the assessment base and created \$117,400 in levy revenues. This is approximately 1.4% growth which is an increase from previous years of less than 1%. As a result, the current tax levy increase for West Perth as per the proposed operating and capital budgets is 5.38%.

The West Perth impact on the median properties are as follows:

Description	2020 Median Property Value	\$ Tax Change	% Tax Change
Single Family Home	243,000	20.61	1.46%
Residential Condominium Unit	247,000	17.59	1.22%
Farmhouse	175,500	41.46	4.36%
Farmland	1,520,500	236.95	12.38%
Managed Forest	170,000	29.11	13.77%
Small Office Building	100,000	-5.61	-0.79%
Small Retail Commercial Property	172,000	-10.54	-0.83%
Standard Industrial Property	260,000	-25.18	-0.83%

General Government

General government services include administrative duties, budgeting, financial reporting, asset management, economic development, etc. This department supports the service delivery in the remainder of the organization. It includes community grants, taxation, utility billing, and human resources functions as well.



Council

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Expenses						
Salaries & Benefits	134,464	131,827	2,637	2.0%	132,236	124,242
Training & Development	8,825	8,800	25	0.3%	9,323	8,278
Materials & Supplies	1,500	2,500	(1,000)	-40.0%	1,001	2,314
Information Technology	7,200	4,000	3,200 ¹	80.0%	5,490	14,360
Total Expenses	151,989	147,127	4,862	3.3%	148,051	149,195
Net Levy Requisition	151,989	147,127	4,862	3.3%	148,051	149,195

General Administration

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Revenues						
Taxation	110,000	80,000	30,000	37.5%	129,992	107,081
Government Transfer	40,000	35,000	5,000	14.3%	510,205	18,858
User Fees	9,000	7,000	2,000	28.6%	9,200	8,640
Licenses & Permits	7,200	7,200	-	0.0%	4,488	9,422
Other Revenue	2,000	750	1,250	166.7%	3,911	5,428
Cost Recovery	4,200	4,200	-	0.0%	4,200	4,200
Transfer from Reserve	66,300	9,000	57,300 ²	636.7%	-	-
Total Revenues	238,700	143,150	95,550	66.7%	661,996	153,628

¹ Increase in IT includes Microsoft 365 previously allocated to General Administration. Additionally, an allocation for IT Network Support.

² This amount includes 2019 surplus project carryovers as well as Efficiency Reserve funding for Electronic Records Management \$5,000, FMW Operating Plan \$12,800 and \$25,000 for Community Safety and Wellbeing Plan.

Municipality of West Perth - 2020 Budget

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Expenses						
Salaries & Benefits	740,000 ³	645,441	94,559 ⁴	16.2%	662,816	607,105
Training & Development	29,500	23,700	5,800	24.5%	25,474	21,745
Insurance	34,192	42,000	(7,808)	-18.6%	29,224	30,132
IT - Software & Network Support	67,940	56,340	11,600 ⁵	20.6%	64,246	54,679
IT - Hardware	40,000	41,171	(1,171)	-2.8%	44,756	5,052
IT - Health Check	40,000	-	40,000 ⁶		-	-
Materials & Supplies	57,000	52,900	4,100	7.8%	53,484	52,453
Materials & Supplies - Health & Safety	2,500	11,100	(8,600)	-77.5%	-	-
Repairs & Maintenance	-	1,500	(1,500)	-100.0%	661	1
Contracted Services	37,500	50,500	(13,000) ⁷	-25.7%	31,418	29,980
Contracted Services - Public Transportation	3,000	3,000	-	0.0%	-	-
Contracted Services - HR	25,000	7,000	18,000 ⁸	257.1%	13,685	3,642
Contracted Services - Climate	7,000	3,000	4,000	133.3%	-	-
Contracted Services - Electronic Records Management	5,000	7,000	(2,000)		1,449	4,070
Contracted Services - Community Safety Plan	25,000	-	25,000 ⁹		-	-
Special Events	6,000	6,000	-	0.0%	4,839	3,171
Transfer to Reserve - AM	10,000	12,000	(2,000)	-16.7%	503,327	329,715
Tax Write-Off's	175,000	161,130	13,870	8.6%	169,710	152,059
Total Expenses	1,304,632	1,123,782	190,850	17.0%	1,605,089	1,293,803
Net Levy Requirement	1,065,932	980,632	85,300	8.7%	943,092	1,140,175
Corporate Services						
Revenues						
Government Transfer - OMPF	1,171,900	1,378,700	(206,800)	-15.0%	1,378,700	1,622,000

³ Reduction of \$10,000 as of Feb 10, 2020 budget meeting due to contract and staffing changes internally.

⁴ Increase includes 1.7% COLA as well as market check impacts. New staffing proposal for Finance/Clerks/CAO to address capacity concerns totals \$78,833.

⁵ Expense for IT Network Support and \$12,800 for FMW Operating Plan Software with offsetting revenue of \$12,800.

⁶ Subject to Grant Approval in 2020; offsetting grant revenue above for \$40,000.

⁷ Removal of a one-time initiative for 2019.

⁸ Includes \$12,500 for HR projects with an offsetting transfer from the Employee Benefits Reserve. Remaining expense is for an HR services from Perth County (sharing services).

⁹ Offsetting Revenue from Efficiency Reserve.

Municipality of West Perth - 2020 Budget

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Interest Income	250,000	90,000	160,000 ¹⁰	177.8%	312,716	476,984
Total Revenues	1,421,900	1,468,700	(46,800)	-3.2%	1,691,416	2,098,984
Net Levy Requirement	(1,421,900)	(1,468,700)	46,800	-3.2%	(1,691,416)	(2,098,984)

The initiatives in General Government for 2020 include:

- Asset Management
- HR Projects
- Electronic Records Management System
- IT Analysis and Planning for efficiencies

An increase in staff capacity will allow the Municipal Administration to focus efforts on efficiency and cost-saving measures as well as complete tasks in areas that were not possible before. West Perth is working with the County to determine best practices in IT Support. In a rapidly changing IT environment and increasing risk of cyber security West Perth will need to ensure appropriate investment in IT infrastructure and monitoring. This will provide an opportunity for real-time reporting, automation, consistency and tracking.

Facilities

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Revenues						
Rent	49,200	50,800	(1,600)	-3.1%	52,069	47,708
Sales	-	-	-		9,040	1,589
Government Transfer	-	-	-		2,304	-
Total Revenues	49,200	50,800	(1,600)	-3.1%	63,413	49,298
Expenses						
Salaries & Benefits ¹¹	28,500	11,082	17,418	157.2%	882	6,529
Utilities	39,500	47,400	(7,900)	-16.7%	30,980	33,540
Cost Recovery	5,100	5,000	100	2.0%	5,393	3,975
Materials & Supplies	1,000	1,290	(290)	-22.5%	464	1,414
Repairs & Maintenance	25,000	24,750	250	1.0%	15,520	15,331
Contracted Services	5,500	16,100	(10,600) ¹²	-65.8%	6,088	5,304
Facility Audit	-	40,120	(40,120)	-100.0%	21,353	25,796
Transfer to Reserve	20,000	-	20,000 ¹³		-	1,421,653
Total Expenses	124,600	145,742	(21,142)	-14.5%	80,680	1,513,542
Net Levy Requirement	75,400	94,942	(19,542)	-20.6%	17,267	1,464,245

¹⁰ Increased due to consistent receipt of regular bank interest as well as investment income. This is a steady source of income for the Municipality, not a one-time increase. It helps offset the OMPF decrease.

¹¹ Increase based on cost allocations from other departments. These are not new costs, just redistributions.

¹² Reduction from disposal of properties.

¹³ In 2019 this was for a Facility Study. Proposal in 2020 to transfer to the facilities reserve for future maintenance and repairs.

As a result of the property disposition of Fullarton and Logan Halls in 2018 there is a reduction in overall management of Municipal Facilities. In 2020 Staff are proposing a transfer to reserve of \$20,000 as a starting point to saving for future capital repairs/maintenance activities for non-recreation facilities.

Committees & Community Initiatives

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Heritage & Culture						
Revenues						
Government Transfer	-	20,000	(20,000)	-100.0%	-	-
Reserve	20,000 ¹⁴		20,000		-	-
Total Revenues	20,000	20,000	-	0.0%	-	-
Expenses						
Training & Development	350		350		322	-
Community Events & Initiatives	21,900	20,000	1,900	9.5%	-	-
Transfer to Reserve	-	1,900	(1,900)	-100.0%	1,900	1,900
Total Expenses	22,250	21,900	350	1.6%	2,222	1,900
Net Levy Requirement	2,250	1,900	350	18.4%	2,222	1,900
Environment, Forestry & Trails						
Revenues						
Donations	-	-	-		9,518	7,959
Reserves	6,500	16,500	(10,000)	-60.6%	-	(1,795)
Total Revenues	6,500	16,500	(10,000)	-60.6%	9,518	6,165
Expenses						
Materials & Supplies	1,100	1,100	-	0.0%	495	568
Special Projects	5,000	15,000	(10,000) ¹⁵	-66.7%	270	11,560
Trees	1,000	1,000	-	0.0%	300	-
Invasive Species	10,000	10,000	-	0.0%	4,884	
Repairs & Maintenance	6,000	6,000	-	0.0%	-	2,198
Total Expenses	23,100	33,100	(10,000)	-30.2%	5,950	14,326
Net Levy Requirement	16,600	16,600	-	0.0%	(3,568)	8,161
Canada 150						
Revenues						

¹⁴ The grant was transferred to reserve for future use.

¹⁵ This reduction is due to the completion of the pedestrian bridge in 2019.

Municipality of West Perth - 2020 Budget

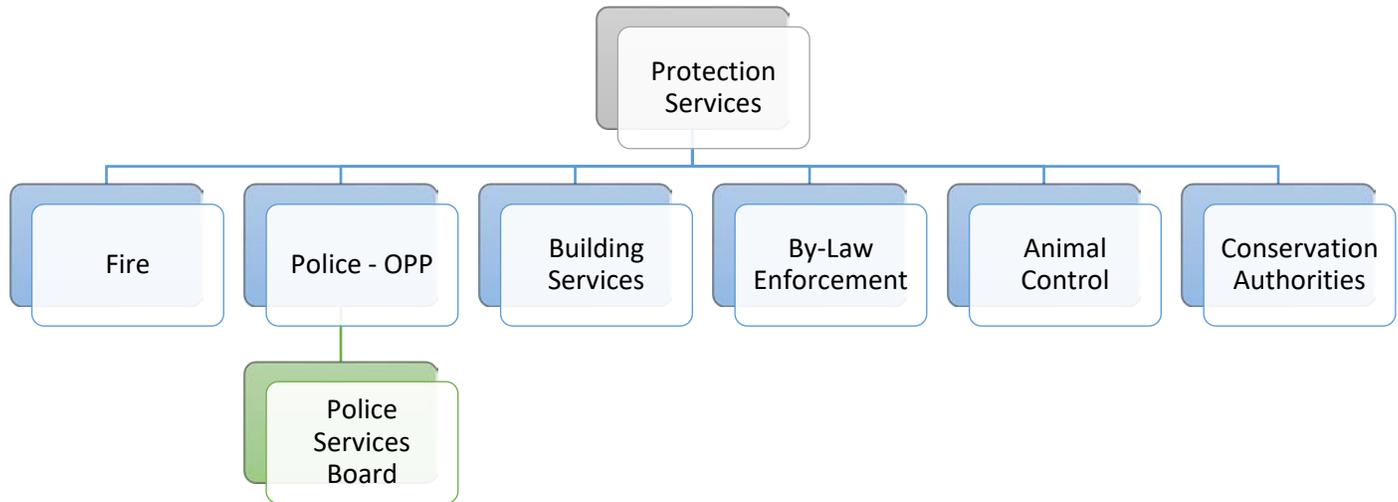
Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Donations	-	13,000	(13,000)	-100.0%	10,000	
Reserve	-	46,998	(46,998)	-100.0%	46,998	
Government Transfer	-	24,600	(24,600)	-100.0%	24,600	-
Total Revenues	-	84,598	(84,598)	-100.0%	81,598	-
Expenses						
Legacy Project	1,500 ¹⁶	92,323	(90,823)	-98.4%	90,796	
Total Expenses	1,500	92,323	(90,823)	-98.4%	90,796	-
Net Levy Requirement	1,500	7,725	(6,225)	-80.6%	9,198	-
Community Grants						
Expenses						
Community Grants	16,500 ¹⁷	16,500	-	0.0%	16,500	16,500
Total Expenses	16,500	16,500	-	0.0%	16,500	16,500
Net Levy Requirement	16,500	16,500	-	0.0%	16,500	16,500

¹⁶ This is an allocation for the unveiling of the Legacy Project and any expenses related to it.

¹⁷ It is proposed that Council commit to the same level of Community Grant Funding. Staff will bring a report forward to Council including a Policy and Application Process separate from the budget. At this time it will be Council's discretion as to where the funds are allocated.

Protection Services

Protection Services include Police and Fire (emergency services) as well as Building Inspection Services, By-Law enforcement, Animal Control and Conservation Authorities. Policing in West Perth is currently provided by OPP. Fire Services consist of a volunteer force from the Mitchell station supported by a full time Fire Chief, Fire Prevention Officer and Administrative Assistant shared with Perth East. Building Inspection Services is considered a full cost recovery department, as per the Building Act.



Fire Services

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Revenues						
User Fees	20,000	24,576	(4,576) ¹⁸	-18.6%	89	12,774
Total Revenues	20,000	24,576	(4,576)	-18.6%	12,774	12,774
Expenses						
Salaries & Benefits	409,120	418,961	(9,841)	-2.3%	305,934	393,618
Training & Development	19,050	18,894	156	0.8%	17,286	14,287
Information Technology	13,450	13,599	(149)	-1.1%	14,314	15,245
Utilities	5,670	6,578	(908)	-13.8%	879	5,282
Insurance	10,436	15,420	(4,984)	-32.3%	8,920	6,706
Materials & Supplies	3,405	3,019	386	12.8%	4,237	3,042
Materials & Supplies - Fire Prevention	5,000	5,000	-	0.0%	1,886	2,242
Materials & Supplies - Safety	9,000	5,100	3,900	76.5%	11,973	8,824
Materials & Supplies - Equipment	3,000	-	3,000		1,582	2,568
Repairs & Maintenance - Equipment	25,600	25,069	531	2.1%	15,907	11,785
Repairs & Maintenance - Building	1,200	1,224	(24)	-2.0%	735	1,056
Repairs & Maintenance - Hydrants	30,000	30,000	-	0.0%	30,000	30,000
Contracted Services - Dispatch	14,500	14,097	403	2.9%	14,272	14,587

¹⁸ Revenues are down for Fire Services, which also translates into a positive community impact since they are based on calls.

Municipality of West Perth - 2020 Budget

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
External Transfer - Elma-Logan	72,941	71,511	1,430	2.0%	71,434	70,109
External Transfer - Seaforth	15,424	15,122	302	2.0%	14,849	17,128
Fleet - Gas	4,000	4,134	(134)	-3.2%	3,669	6,034
Fleet - Repairs & Maintenance	17,000	18,994	(1,994)	-10.5%	15,326	19,707
Transfer to Reserve	70,000 ¹⁹	70,000	-	0.0%	-	44,445
Total Expenses	728,797	736,722	(7,925)	-1.1%	533,203	666,666
Net Levy Requirement	708,797	712,146	(3,349)	-0.5%	520,429	653,892

Fire services are experiencing lower than average revenues as a result of fewer accidents/calls in cost recovery areas. While this is a positive community impact, the budget is also impacted with fewer revenues. 2020 will be a big year for the West Perth Fire Department with further details in the capital budget.

Police Services

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Revenues						
Government Transfers	41,103	54,481	(13,378)	-24.6%	59,170	48,870
Fines & Penalties	55,988	70,000	(14,012)	-20.0%	72,319	61,915
Other Revenue	10,000	6,000	4,000	66.7%	13,383	15,950
Total Revenues	107,091	130,481	(23,390)	-17.9%	144,872	126,735
Expenses						
Salaries & Benefits	27,156 ²⁰	27,120	36	0.1%	21,566	24,287
Training & Development	1,650	650	1,000 ²¹	153.8%	392	250
Information Technology	8,900	8,700	200	2.3%	8,859	9,176
Insurance	1,400	1,400	-	0.0%	1,187	1,353
Cost Recovery - Building	35,000	35,000	-	0.0%	35,000	35,000
Materials & Supplies	4,450	3,050	1,400	45.9%	1,595	1,910
Repairs & Maintenance	3,500	3,500	-	0.0%	2,142	3,445
Contracted Services	16,000	16,000	-	0.0%	9,182	11,514
Contracted Services - OPP	1,603,983	1,654,758	(50,775)	-3.1%	1,494,800	1,623,478
Total Expenses	1,702,039	1,750,178	(48,139)	-2.8%	1,574,723	1,710,412
Police Services Board Expenses						
Salaries & Benefits	7,805	7,675	130	1.7%	4,806	4,880

¹⁹ Includes \$60,000 for Fire Hall (included in the capital portion of the budget as a revenue) and a \$10,000 equipment contribution as per normal.

²⁰ The Salaries and Benefits for Police Services represent Crossing Guards. This is reported here as per the Financial Information Return Guideline and does not reflect management.

²¹ This Training & Development increase is to accommodate any relevant changes in the Community Safety & Policing Act, 2019.

Municipality of West Perth - 2020 Budget

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Training & Development	300	300	-	0.0%	142	178
Materials & Supplies	500	500	-	0.0%	-	-
Total Expenses	8,605	8,475	130	1.5%	4,948	5,059
Net Levy Requisition	1,603,554	1,628,172	(24,618)	-1.5%	1,434,798	1,588,736

By-Law Enforcement

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Expenses						
Salaries & Benefits	17,500	17,500	-	0.0%	17,500	17,500
Training & Development	1,500	3,000	(1,500)	-50.0%	27	-
Materials & Supplies	-	250	(250)	-100.0%	-	-
Total Expenses	19,000	20,750	(1,750)	-8.4%	17,527	17,500
Net Levy Requirement	19,000	20,750	(1,750)	-8.4%	17,527	17,500

Building Inspection Services

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Revenues						
Permits & Licences	248,000	215,500	32,500	15.1%	218,008	245,645
User Fees	6,500	5,000	1,500	30.0%	6,990	5,550
Reserves	17,726	40,575	(22,849)	-56.3%		
Total Revenues	272,226	261,075	11,151	4.3%	224,998	251,195
Expenses						
Salaries & Benefits	215,626	214,025	1,601	0.7%	209,906	205,332
Training & Development	14,000	12,500	1,500	12.0%	16,449	9,702
Insurance	2,000	6,000	(4,000)	-66.7%	1,185	792
Cost Recovery	6,400	6,400	-	0.0%	6,400	14,900
Information Technology	12,700	4,500	8,200 ²²	182.2%	1,237	2,032
Materials & Supplies	10,500	8,600	1,900	22.1%	9,436	3,677
Repairs & Maintenance - Fleet	5,000	-	5,000 ²³		3,750	2,905
Contracted Services	-	20,000	(20,000) ²⁴	-100.0%	-	-
Contracted Services - Legal	6,000	6,000	-	0.0%	305	4,728
Total Expenses	272,226	278,025	(5,799)	-2.1%	248,669	244,068

²² Includes an allocation of IT Support as well as hardware and software costs specific to the Building Department.

²³ Previously unbudgeted but reflects actuals and the age of the vehicle.

²⁴ Removal of an allocation for software related purchases and services for Permits, Inspections and GIS.

Municipality of West Perth - 2020 Budget

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Net Levy Requirement	-	16,950	(16,950)	-100.0%	23,671	(7,127)

Animal Control

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Revenues						
User Fees	28,000	28,500	(500)	-1.8%	27,209	28,066
Government Transfer - Livestock	1,000	-	1,000		1,899	908
Total Revenues	29,000	28,500	500	1.8%	29,108	28,974
Expenses						
Salaries & Benefits	2,500	2,500	-	0.0%	-	-
Contracted Services	6,300	5,100	1,200 ²⁵	23.5%	1,846	536
Materials & Supplies	2,600	1,500	1,100		-	-
Grant Expenses - Livestock	1,000	1,000	-	0.0%	1,869	878
Total Expenses	12,400	10,100	2,300	22.8%	3,715	1,414
Net Levy Requisition	(16,600)	(18,400)	1,800	9.8%	(25,393)	(27,560)

In 2019 Council authorized Staff to enter into an agreement with the Stratford Perth Humane Society for the provision of canine control.

Conservation Authorities

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Revenues						
Rent	6,000	6,000	-	0.0%	6,000	6,000
Total Revenues	6,000	6,000	-	0.0%	6,000	6,000
Expenses						
Upper Thames Conservation	118,279	106,134	12,145	11.4%	106,134	68,075
Ausable Bayfield Conservation	72,512	71,414	1,098	1.5%	71,414	98,464
Maitland Valley Conservation	7,226	6,882	344	5.0%	6,882	6,446
Repairs & Maintenance - F.C.A	2,000	2,000	-	0.0%	-	-
Transfer to Reserve	4,000	4,000	-	0.0%	6,000	6,000
Total Expenses	204,017	190,430	13,587	7.1%	190,430	178,985
Net Levy Requisition	198,017	184,430	13,587	7.4%	184,430	172,985

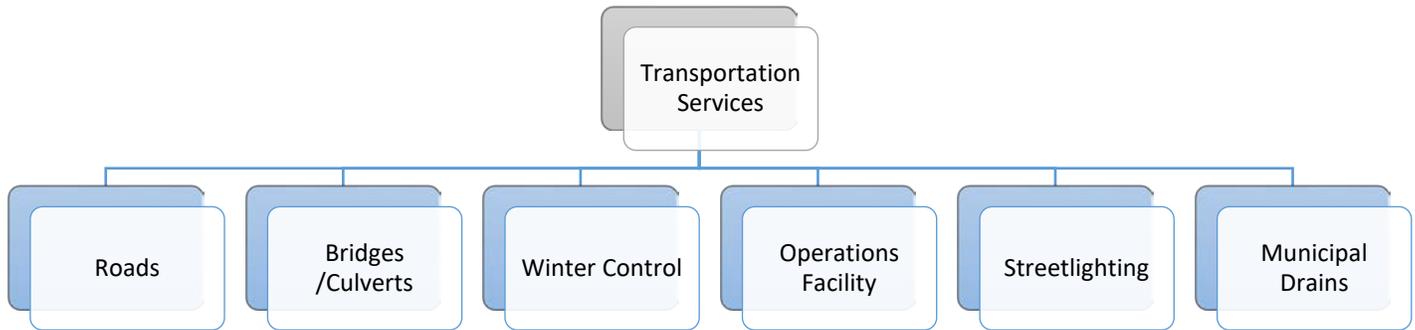
The Fullarton Conservation lands are included in this budget rather than reported separately.

²⁵ Increase due to contracting the Humane Society. Accommodated within the collected revenues.

Transportation Services

Transportation Services includes bridges/culverts, roads, traffic signals, street lighting, sidewalks, operations center and any vehicles/equipment required to main the services. Thus, this capital network is critical in the transportation of people, goods and services throughout the Municipality.

Transportation is a tax levy funded department as there is minimal opportunity to generate user fees.



Transportation Services – Infrastructure

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Revenues						
Sales			-			29,908
User Fees	25,000 ²⁶	25,000	-	0.0%	12,546	30,288
Cost Recovery	-		-			18,831
Transfer from Reserve	30,000 ²⁷	-	30,000	0.0%	-	-
Total Revenues	55,000	25,000	30,000	120.0%	12,546	79,026
Expenses						
Salaries & Benefits	611,400	594,000	17,400	2.9%	586,076	560,918
Training & Development	20,100	19,300	800	4.1%	19,306	26,150
Materials & Supplies	3,000	3,000	-	0.0%	711	2,824
Contracted Services	8,000	8,000	-	0.0%	8,714	5,742
Cost Recovery	4,300	4,200	100	2.4%	4,231	4,200
Total Expenses	646,800	628,500	18,300	2.9%	619,038	599,835
Roads - Paved						
Expenses						
Patching & Spray Patching	40,000	42,000	(2,000)	-4.8%	30,133	37,895
Sweeping/Flushing/Cleaning	25,000	25,000	-	0.0%	17,324	18,910
Shoulder Maintenance	40,000	40,000	-	0.0%	18,317	39,979
Line Marking/Painting	3,000	-	3,000		4,439	-

²⁶ Includes re-billing revenues for servicing municipal boundaries as per agreements.

²⁷ Offset the cost of the County 911 sign replacement project.

Municipality of West Perth - 2020 Budget

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Total Expenses	108,000	107,000	1,000	0.9%	70,213	96,784
Roads - Unpaved Expenses						
Patching	10,000	10,000	-	0.0%	2,887	19,105
Dragging	75,000	75,000	-	0.0%	86,346	71,626
Dust Control	200,000	190,000	10,000	5.3%	167,162	192,389
Gravel Resurfacing	500,000	450,000	50,000	11.1%	454,287	408,269
Total Expenses	785,000	725,000	60,000²⁸	8.3%	710,682	691,389
Traffic Operations & Roadside Expenses						
Grass Maintenance	51,000	51,000	-	0.0%	42,152	49,204
Weed Spraying	30,000	25,000	5,000	20.0%	34,815	25,151
Brushing & Tree Trimming	140,000	130,000	10,000 ²⁹	7.7%	169,325	138,982
Purchasing Trees	2,000	-	2,000		1,585	283
Debris Pickup	40,000	40,000	-	0.0%	26,190	33,802
Traffic Lights	12,000	-	12,000		10,477	8,215
Safety Equipment	30,000	55,000	(25,000) ³⁰	-45.5%	7,122	26,875
Signage	30,000	-	30,000 ³¹		36,554	24,007
Railway Crossing	12,500	12,000	500	4.2%	12,797	12,109
Sidewalk Maintenance	31,000	6,000	25,000 ³²	416.7%	5,384	5,009
911 Signage - County Initiative	30,000	30,000	-	0.0%	-	247
Total Expenses	408,500	349,000	59,500	17.0%	346,400	323,885
Bridges & Culverts Expenses						
Repairs & Maintenance	21,000	16,000	5,000 ³³	31.3%	12,387	9,775
Contracted Services - OSIM	25,000	-	25,000 ³⁴		-	-
Total Expenses	46,000	16,000	30,000	187.5%	12,387	9,775
Winter Control Expenses						

²⁸ Contractual Increases.

²⁹ As a result of actual spending over the past three years.

³⁰ Based on actual spending and needs assessment for 2020.

³¹ Previously unbudgeted; based on actual spending.

³² This was previously budgeted as a capital item so the net impact is zero, but results in an increase in operating budget and reduction in capital budget for the \$25,000.

³³ Includes a bridge repairs as per OSIM recommendation that is operational, not capital.

³⁴ OSIM bridge inspection report – mandatory every two years.

Municipality of West Perth - 2020 Budget

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Salaries & Benefits	70,000	-	70,000		87,025	84,986
Snow Plowing & Removal	330,000	375,000	(45,000)	-12.0%	293,424	287,919
Sanding & Salting	180,000	130,000	50,000 ³⁵	38.5%	132,636	135,622
Patrol Trucks	60,000	43,000	17,000 ³⁶	39.5%	83,991	52,095
Total Expenses	640,000	548,000	92,000	16.8%	597,076	560,623
Net Levy Requirement	2,579,300	2,348,500	230,800	9.8%	2,343,250	2,203,263

Transportation Facilities

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Operations Facility						
Expenses						
Insurance	47,143	38,696	8,447	21.8%	40,293	38,696
Materials & Supplies	20,500	18,500	2,000	10.8%	19,768	16,708
Utilities	20,000	25,000	(5,000)	-20.0%	15,426	19,144
Repairs & Maintenance	7,500	5,000	2,500	50.0%	4,475	7,275
Information Technology	10,000	6,000	4,000 ³⁷	66.7%	5,586	5,988
Total Expenses	105,143	93,196	11,947	12.8%	85,548	87,811
Fleet & Equipment						
Revenues						
Cost Recovery	528,390	509,456	18,934	3.7%	365,311	490,066
Total Revenues	528,390	509,456	18,934	3.7%	365,311	490,066
Expenses						
Insurance	58,390	59,456	(1,066)	-1.8%	49,906	59,698
Repairs & Maintenance	240,000	230,000	10,000	4.3%	197,696	242,572
Materials & Supplies	230,000	220,000	10,000	4.5%	150,710	204,896
Reserve	80,000 ³⁸	80,000	-	0.0%	80,000	80,000
Total Expenses	608,390	589,456	18,934	3.2%	478,312	587,166
Net Levy Requirement	185,143	173,196	11,947	6.9%	198,549	184,911

³⁵ Increases based on cost of inputs.

³⁶ Increase based on actual costs from prior years.

³⁷ IT Support Allocation and includes phone and internet.

³⁸ Transfer to reserve for equipment purchases.

Municipal Drains

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Revenue						
Government Transfer	35,000	35,000	-	0.0%	-	38,018
Total Revenue	35,000	35,000	-	0.0%	-	38,018
Expenses						
Contracted Services - Superintendent	70,000	70,000	-	0.0%	61,412	76,035
Drain Repairs & Maintenance	500	500	-	0.0%	19	370
Municipal Drains	65,000	65,000	-	0.0%	200,851	34,027
Total Expenses	135,500	135,500	-	0.0%	262,282	110,432
Net Levy Requirement	100,500	100,500	-	0.0%	262,282	72,414

Gravel Pit Operations

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Revenues						
Rent	7,200	7,200	-	0.0%	7,200	-
Licences & Permits	24,000	24,000	-	0.0%	38,108	19,292
User Fees	82,800	82,800	-	0.0%	116,487	126,204
Total Revenues	114,000	114,000	-	0.0%	161,795	145,496
Expenses						
Materials & Supplies	90,000	90,000	-	0.0%	116,487	126,204
Total Expenses	90,000	90,000	-	0.0%	116,487	126,204
Net Levy Requirement	(24,000)	(24,000)	-	0.0%	(45,308)	(19,292)

Streetlighting

This is a special area rate budget and does not impact the general taxation levy. There is currently no change in the proposed 2020 budget from the 2019 budget.

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
<i>Special Area Rates</i>						
Mitchell	121,000	121,000	-	0.0%	123,391	121,417
Brodhagen	5,850	5,850	-	0.0%	5,850	8,224
Cromarty	2,725	2,725	-	0.0%	2,725	2,725
Dublin	15,475	15,475	-	0.0%	15,475	15,475
Fischer Rd S	882	882	-	0.0%	882	882
Frank St	882	882	-	0.0%	882	882
Fullarton	2,500	2,500	-	0.0%	2,500	7,850
Monkton	5,350	5,350	-	0.0%	5,350	621
Ritz Villa	350	350	-	0.0%	-	348
Russeldale	1,800	1,800	-	0.0%	1,800	1,800
St. Columban	1,947	1,947	-	0.0%	1,981	2,736
Staffa	2,825	2,825	-	0.0%	2,825	2,825
<i>Total Special Area Rates</i>	161,586	161,586	-	0.0%	163,661	165,784
<i>Expenses</i>						
Utilities	71,300	71,362	(62)	-0.1%	59,575	76,192
Repairs & Maintenance	9,100	8,700	400	4.6%	5,502	3,561
Debt Repayment	57,189	57,189	-	0.0%	28,595	54,568
Transfer to Reserve	23,997	24,335	(338)	-1.4%	-	48,631
<i>Total Expenses</i>	161,586	161,586	-	0.0%	93,671	182,952
Net SAR Requirement	-	-	-		69,990	(17,168)

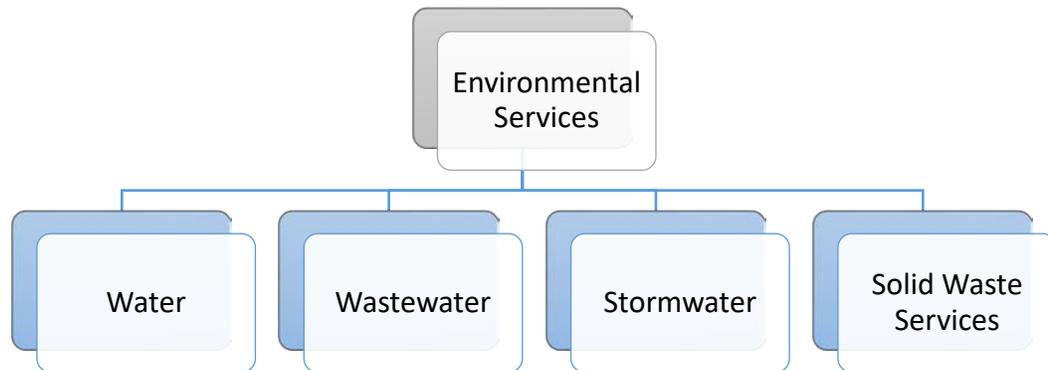
Public Transportation – Mobility Bus

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
<i>Revenues</i>						
Government Transfer	70,947	70,947	-	0.0%	-	70,947
<i>Total Revenues</i>	70,947	70,947	-	0.0%	-	70,947
<i>Expenses</i>						
External Transfer - Ritz Villa	82,947	82,947	-	0.0%	-	82,947
<i>Total Expenses</i>	82,947	82,947	-	0.0%	-	82,947
Net Levy Requirement	12,000	12,000	-	0.0%	-	12,000

Environmental Services

Environmental Services is responsible for the operation and maintenance of all the municipal water and wastewater facilities, including wastewater treatment plant, the water distribution systems, water towers, water meters, sewage collection systems, and sewage pumping stations. Environmental services are a user fee budget and does not directly impact the tax levy. Rates are set independent of the budget process.

The Municipality of West Perth operates an all-in-one landfill and depot for the 3Rs (reduce, reuse, recycle) with competitive fees. The landfill accepts certain electronics, hazardous materials, leaf and yard waste for free.



Stormwater Management

Previously this was included in the Roads budgets. The historical comparatives and budget amounts have been removed and allocated to this budget under environmental services. The Ministry is requiring this to be reported separately. Especially with all the recent flooding across Ontario.

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Expenses						
Ditching	20,000	15,000	5,000	33.3%	7,880	5,397
Catch Basin Cleaning & Flushing	22,000	22,000	-	0.0%	15,764	15,181
SWMP Repairs & Maintenance	5,000	-	5,000		1,058	-
Total Expenses	47,000	37,000	10,000	27.0%	24,702	20,578
Net Levy Requisition	47,000	37,000	10,000	27.0%	24,702	20,578

Solid Waste Services

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Solid Waste Disposal						
Revenues						
User Fees	250,000	230,000	20,000	8.7%	242,226	272,085
Rent	8,360	8,360	-	0.0%	-	-
Other Revenue	2,500	4,000	(1,500)	-37.5%	3,040	3,248
Total Revenues	260,860	242,360	18,500	7.6%	245,266	275,332

Municipality of West Perth - 2020 Budget

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Expenses						
Salaries & Benefits	118,537	116,556	1,981	1.7%	127,725	126,391
Training & Development	500	1,000	(500)	-50.0%	-	-
Utilities	11,000	5,000	6,000	120.0%	4,108	4,538
Insurance	10,637	11,666	(1,029)	-8.8%	9,091	11,666
Information Technology	1,100	-	1,100		-	-
Materials & Supplies	100	10,250	(10,150)		87	-
Repairs & Maintenance	100,000	80,000	20,000	25.0%	102,575	87,453
Contracted Services - Monitor	71,200	68,200	3,000	4.4%	40,204	60,940
Contracted Services - Wood	25,000	20,000	5,000	25.0%	20,134	18,809
Cost Recovery	30,765	37,041	(6,276) ³⁹	-16.9%	20,276	28,284
Transfer to Equipment Reserve	25,000	25,000	-	0.0%	25,000	25,000
Total Expenses	393,839	374,713	19,126	5.1%	349,200	363,081
Solid Waste Collection						
Revenues						
User Fees	366,735	309,000	57,735 ⁴⁰	18.7%	331,859	311,687
Total Revenues	366,735	309,000	57,735	18.7%	331,859	311,687
Expenses						
Contracted Services - BRA	114,546	111,275	3,271	2.9%	102,592	108,178
Total Expenses	114,546	111,275	3,271	2.9%	102,592	108,178
Solid Waste Diversion						
Revenues						
Government Transfer	5,000 ⁴¹	-	5,000		5,077	8,529
Other Revenues	15,000	20,000	(5,000)	-25.0%	8,845	14,885
Total Revenues	20,000	20,000	-	0.0%	13,923	23,414
Expenses						
Contracted Services	25,000	17,000	8,000	47.1%	9,158	18,691
Contracted Services - BRA	231,017	205,107	25,910 ⁴²	12.6%	201,364	199,915
Contracted Services - hazard.	25,000	15,000	10,000	66.7%	21,133	10,862
Total Expenses	281,017	237,107	43,910	18.5%	231,656	229,469

³⁹ 2020 Budget amount is the estimated property taxation.

⁴⁰ Based on the approval of a bin increase of \$11 each.

⁴¹ Recycling Grant.

⁴² Increase from Bluewater Recycling.

Municipality of West Perth - 2020 Budget

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Net Levy Requisition	141,807	151,735	(9,928)	-6.5%	92,401	90,295

User Fee Budget – Water & Wastewater Services

Water and wastewater are user fee funded departments with no impact on the tax levy.

Budget Item	2020 Budget	2019 Budget	\$ Change	% Chg.	2019 Actual	2018 Actual
Water Services						
Revenues						
Residential Water Rates	800,000	1,250,000	(450,000) ⁴³	-36.0%	781,859	777,930
Commercial Water Rates	461,250	-	461,250		472,501	492,784
User Fees	100	-	100		7,822	2,825
Interest Income	89,256	89,256	-	0.0%	67,946	89,916
Other Revenues	-	2,500	(2,500)	100.0%	74,583	40,315
Rent	30,000	30,000	-	0.0%	30,000	30,000
Transfer from Reserves	370,000	-	370,000		-	-
Total Revenues	1,750,606	1,371,756	378,850	27.6%	1,434,711	1,433,770
Expenses						
Salaries & Benefits	300,000	253,400	46,600	18.4%	326,124	281,258
Training & Development	5,750	6,400	(650)	-10.2%	3,042	7,269
Insurance	19,459	14,702	4,757	32.4%	16,631	15,331
Utilities	75,000	75,000	-	0.0%	60,261	58,585
Information Technology	13,100	11,000	2,100	19.1%	11,867	13,533
Materials & Supplies - Fleet	5,000	-	5,000		4,967	4,471
Materials & Supplies -Chemicals	65,000	50,000	15,000	30.0%	63,079	50,680
Materials & Supplies - Office	4,000	5,500	(1,500)	-27.3%	1,035	1,712
Inspections	10,000	8,000	2,000	25.0%	9,665	7,960
Repairs & Maintenance - Facilities	168,500	141,500	27,000	19.1%	78,887	152,498
Repairs & Maintenance - Equipment	51,000	55,000	(4,000)	-7.3%	76,074	57,276
Repairs & Maintenance - Fleet	9,000	9,000	-	0.0%	7,273	(3,962)
Repairs & Maintenance - Infrastructure	40,000	38,000	2,000	5.3%	37,594	21,305
Cost Recovery	35,000	45,406	(10,406)	-22.9%	13,708	51,892

⁴³ Difference is allocating the budget between Residential and Commercial. Overall increase in rates.

Municipality of West Perth - 2020 Budget

Budget Item	2020 Budget	2019 Budget	\$ Change	% Chg.	2019 Actual	2018 Actual
Contracted Services	16,000	8,000	8,000	100.0 %	11,785	6,308
Contracted Services - Sampling	17,000	15,000	2,000	13.3%	17,308	15,248
Total Expenses	833,809	735,908	97,901	13.3%	739,302	741,364
Net Surplus - Capital	916,797	635,848	280,949	44.2%	695,409	692,406
Wastewater Services						
Revenues						
Residential Wastewater Rates	1,400,000	1,300,000	100,000	7.7%	1,368,485	1,390,031
Commercial Wastewater Rates	576,000	360,000	216,000	60.0%	755,096	1,018,858
User Fees	10,000	9,000	1,000	11.1%	9,297	5,727
Interest Income	70,000	65,250	4,750	7.3%	70,386	65,250
Other Revenue	6,000	4,500	1,500	33.3%	5,377	4,287
Total Revenues	2,062,000	1,738,750	323,250	18.6%	2,208,641	2,484,152
Expenses						
Salaries & Benefits	198,450	166,400	32,050	19.3%	130,189	145,810
Training & Development	4,500	5,000	(500)	- 10.0%	2,513	3,466
Insurance	15,946	15,967	(21)	-0.1%	13,629	13,882
Utilities	363,500	363,500	-	0.0%	290,435	339,115
Information Technology	20,100	5,000	15,100	302.0 %	6,760	8,328
Inspections	11,000	11,000	-	0.0%	-	-
Debt Repayment	119,386	119,386	0	0.0%	119,386	19,272
Materials & Supplies	1,500	1,500	-	0.0%	750	1,246
Materials & Supplies - Chemicals	70,000	65,000	5,000	7.7%	60,895	70,962
Materials & Supplies - Fleet	4,200	50	4,150	8300.0 %	4,611	4,001
Repairs & Maintenance - Facilities	36,000	24,000	12,000	50.0%	3,247	362
Repairs & Maintenance - Fleet	3,500	5,000	(1,500)	- 30.0%	3,075	946
Repairs & Maintenance - Equipment	75,000	100,000	(25,000)	- 25.0%	51,622	125,637
Repairs & Maintenance - Infrastructure	45,000	50,000	(5,000)	- 10.0%	22,681	19,245
Cost Recovery	50,000	85,045	(35,045)	- 41.2%	44,093	40,821
Contracted Services - Sludge	150,000	145,000	5,000	3.4%	168,750	65,711
Contracted Services - Consulting	8,000	-	8,000		-	-

Municipality of West Perth - 2020 Budget

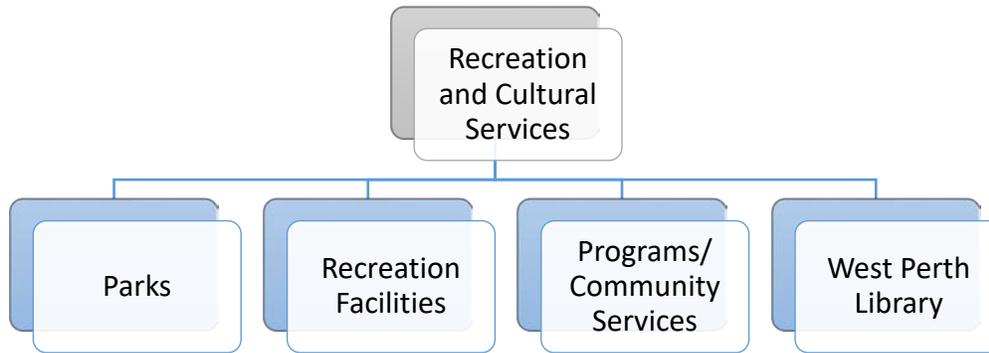
Budget Item	2020 Budget	2019 Budget	\$ Change	% Chg.	2019 Actual	2018 Actual
Contracted Services - Sampling	20,000	13,000	7,000	53.8%	14,854	15,475
Total Expenses	1,196,082	1,174,848	21,234	1.8%	937,490	874,276
Net Surplus - Capital	865,918	563,902	302,016	53.6%	1,271,151	1,609,877

Any net surplus amounts are transferred to the capital budget. Upon year-end any surplus remaining is transferred to the respective water/wastewater reserve funds to ensure investment and sustainability in the water and sanitary networks.

Recreation and Cultural Services

Recreation includes the arena, community center, pool, splash pad, sports fields, ball diamonds, parks and other facility rentals. Recreation collects some user fees from the community but is not a full cost recovery department.

Recreation programming is a developing and ongoing engagement to provide programs and services to all ages throughout the community to keep them healthy, active and engaged.



Parks

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Keterson Park						
Revenues						
User Fees - Booth	1,200	1,200	-	0.0%	1,275	1,275
User Fees - Diamond	12,000	11,000	1,000	9.1%	8,737	13,559
Donations	-	-	-		10,500	-
Transfer from Reserve	36,000	15,000	21,000	140.0%	-	-
Total Revenues	49,200	27,200	22,000	80.9%	20,512	14,834
Expenses						
Salaries & Benefits	28,600	33,900	(5,300)	-15.6%	7,473	3,448
Insurance	4,271	3,500	771	22.0%	3,650	3,477
Utilities	4,400	4,700	(300)	-6.4%	3,890	4,411
Materials & Supplies	-	-	-		107	2,089
Repairs & Maintenance - Grounds	24,000	6,000	18,000	300.0%	7,473	3,448
Repairs & Maintenance	3,500	2,500	1,000	40.0%	1,996	1,843
Total Expenses	64,771	50,600	14,171	28.0%	24,589	18,715
Parks						
Revenues						
Government Transfers ⁴⁴	4,000	-	4,000		-	-
Transfer from Reserve ⁴⁵	5,000	-	5,000		-	-

⁴⁴ Summer Jobs Grant.

⁴⁵ Revenue to cover the expenses associated with the electrical box issues at the skate park.

Municipality of West Perth - 2020 Budget

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Total Revenues	9,000	-	9,000		-	-
Expenses						
Salaries & Benefits	85,250	85,050	200	0.2%	75,534	79,979
Insurance	6,310	5,330	980	18.4%	5,393	5,330
Utilities	6,500	6,700	(200)	-3.0%	4,609	5,845
Materials & Supplies	13,200	9,560	3,640	38.1%	9,519	14,075
Repairs & Maintenance - Grounds	28,000	27,000	1,000	3.7%	14,427	15,336
Repairs & Maintenance	10,400	5,850	4,550 ⁴⁶	77.8%	760	3,366
Total Expenses	149,660	139,490	10,170	7.3%	110,241	123,930
Ball Parks						
Expenses						
Insurance	17,000	17,800	(800)	-4.5%	16,507	16,507
Total Expenses	17,000	17,800	(800)	-4.5%	16,507	16,507
Net Levy Requirement	173,231	180,690	(7,459)	-4.1%	130,826	144,318

Recreation Programs and Facilities

Note: West Perth is in the process of costing the different Recreation and Cultural Services. Therefore, there are some estimated expenses without historical data. In subsequent years this data will be available, but the total levy requisitions are equivalent, 2020 is just broken down more.

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Recreation Programs						
Revenues						
User Fees	5,000					
Total Revenues	5,000		5,000			
Expenses						
Salaries & Benefits	3,000					
Materials & Supplies	2,000					
Total Expenses	5,000		5,000			
Recreation General						
Expenses						
Salaries & Benefits	90,406	91,106	(700)	-0.8%		
Training & Development	10,000	11,850	(1,850)	-15.6%		

⁴⁶ This includes addressing the electrical box issue at the Skate Park and includes an offsetting revenue from reserve.

Municipality of West Perth - 2020 Budget

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Information Technology	11,500	11,300	200	1.8%		
Materials & Benefits	8,500	6,000	2,500	41.7%		
Repairs & Maintenance	6,500	6,000	500	8.3%		
External Transfer - Elma-Logan	115,000	112,000	3,000	2.7%	112,079	109,555
External Transfer - Seaforth	20,000	26,000	(6,000)	-23.1%	16,574	16,215
Total Expenses	261,906	264,256	(2,350)	-0.9%	128,653	125,770
Arena						
Revenues						
User Fees	2,800	2,800	-	0.0%	1,684	19,900
Sales	71,200	71,800	(600)	-0.8%	41,747	114,923
Ice Rental - Hockey	208,700	215,400	(6,700)	-3.1%	101,854	210,823
Ice Rentals	68,600	73,700	(5,100)	-6.9%	43,626	77,501
Hall Rental	25,700	28,000	(2,300)	-8.2%	28,000	34,574
Donations	5,000	29,500	(24,500)	-83.1%	6,500	-
Advertising	13,000	13,000	-	0.0%	5,710	14,104
Transfer from Reserve	3,577	-	3,577		-	-
Total Revenues	398,577	434,200	(35,623)⁴⁷	-8.2%	229,121	471,826
Expenses						
Salaries & Benefits	298,784	254,368	44,416	17.5%	26,762	177,331
Staff Development	6,600	6,800	(200)	-2.9%	5,714	1,365
Insurance	32,549	32,000	549	1.7%	27,819	28,533
Utilities	86,500	94,500	(8,000)	-8.5%	60,976	83,053
Information Technology	3,700	2,000	1,700	85.0%	1,670	2,005
Cost Recovery	3,600	2,735	865	31.6%	2,533	2,056
Materials & Supplies	47,250	58,300	(11,050)	-19.0%	25,240	74,400
External Transfer - Bar	-	-	-		5,581	27,610
Repairs & Maintenance	37,250	38,500	(1,250)	-3.2%	34,040	31,953
Total Expenses	516,233	489,203	27,030	5.5%	190,335	428,307
Pool						
Revenues						
User Fees - Admission	21,500	22,700	(1,200)	-5.3%	20,437	24,681
User Fees - Programs	3,150	3,300	(150)	-4.5%	3,363	3,409
User Fees - Swimming Lessons	33,000	35,800	(2,800)	-7.8%	34,675	36,445
Donations	1,700	-	1,700		1,377	-
Transfer from Reserve ⁴⁸	5,800	-	5,800		-	-

⁴⁷ Arena user fees are decreasing due to hockey split ice and less morning practices.

⁴⁸ Revenue to offset the purchase of a pool vacuum and chemical pumps.

Municipality of West Perth - 2020 Budget

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Other Revenues	220	500	(280)	-56.0%	240	664
Total Revenues	65,370	62,300	3,070⁴⁹	4.9%	60,092	65,199
Expenses						
Salaries & Benefits	91,995	86,015	5,980	7.0%	59,984	59,177
Training & Development	5,500	4,900	600	12.2%	4,616	1,325
Insurance	4,335	3,800	535	14.1%	3,705	3,668
Utilities	8,400	9,500	(1,100)	-11.6%	6,890	7,764
Information Technology	1,100	800	300	37.5%	374	537
Materials & Supplies - Equipment	1,500	1,650	(150)	-9.1%	4,955	787
Materials & Supplies	5,900	5,450	450	8.3%	5,759	5,024
Repairs & Maintenance	10,800	2,750	8,050	292.7%	2,193	1,894
Total Expenses	129,530	114,865	14,665	12.8%	88,476	80,175
Net Levy Requirement	443,722	371,824	71,898	19.3%	118,252	97,227

West Perth Public Library

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Revenues						
Government Transfers	24,827	24,327	500	2.1%	26,067	29,242
Sales	1,200	1,100	100	9.1%	1,286	1,191
User Fees	3,750	2,950	800	27.1%	3,979	3,147
Fines & Penalties	4,150	4,200	(50)	-1.2%	3,167	4,706
Donations/Fundraising	3,500	3,000	500	16.7%	12,647	2,934
Other Revenue	100	350	(250)	-71.4%	86	109
Total Revenues	37,527	35,927	1,600	4.5%	47,232	41,328
Expenses						
Salaries & Benefits	182,432	173,745	8,687	5.0%	148,727	167,734
Training & Development	27,262	27,100	162	0.6%	25,994	27,590
Insurance	3,402	3,240	162	5.0%	3,039	3,140
Utilities	6,800	8,240	(1,440)	-17.5%	4,345	6,285
Information Technology	6,875	4,600	2,275	49.5%	2,666	3,568
Materials & Supplies	4,150	3,725	425	11.4%	2,580	4,352
Materials & Supplies - Programs	2,000	2,000	-	0.0%	1,844	1,857
Materials & Supplies - Collections	26,061	26,061	-	0.0%	20,499	26,418
Contracted Services	4,900	8,500	(3,600)	-42.4%	7,032	5,537
Contracted Services - Processing	4,193	5,797	(1,604)	-27.7%	5,220	5,393

⁴⁹ Pool revenues are forecasted slightly lower due to new supervisory regulations.

Municipality of West Perth - 2020 Budget

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Repairs & Maintenance	11,400	11,400	-	0.0%	537	6,236
External Transfer ⁵⁰	4,323	-	4,323		737	-
Transfer to Reserve	27,014	27,378	(364)	-1.3%	-	18,200
Total Expenses	310,812	301,786	9,026	3.0%	223,220	276,310
Net Levy Requisition	273,285	265,859	7,426	2.8%	175,987	234,982

⁵⁰ This increase is for the cost of administering the PCIN deliveries.

Health Services

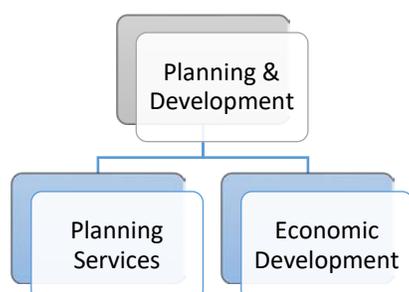
The cemetery falls under Health Services as per the Ministry Reporting. West Perth maintains four active cemeteries: Carlingford Union Cemetery, North Logan Cemetery, Staffa Cemetery and Roy's United Church Cemetery.

Cemeteries

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Revenues						
Plots	13,000	13,000	-	0.0%	9,675	11,900
User Fees	3,645	2,550	1,095	42.9%		2,631
Donations	2,300	2,300	-	0.0%		2,315
Interest Income	4,000	4,000	-	0.0%		2,820
Decoration Day	1,875	1,875	-	0.0%		234
Total Revenues	24,820	23,725	1,095	4.6%	9,675	19,900
Expenses						
Grass Cutting	16,000	16,000	-	0.0%	13,379	15,389
Insurance	590	590	-	0.0%	562	588
BAO Fees	285	285	-	0.0%	146	285
Grave Openings	1,445	1,445	-	0.0%	1,789	1,445
Public Guardian	6,500	6,500	-	0.0%	-	5,480
Total Expenses	24,820	24,820	-	0.0%	15,876	23,187
Net Levy Requirement	-	1,095	(1,095)	-100.0%	6,201	3,287

Planning & Development

Planning services ensure that the Municipality of West Perth is planned and developed in a manner that meets the existing and future needs of our communities. Planning services are provided by a full time Municipal Planner in conjunction with Perth East.



Planning

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Revenues						
User Fees	5,000	16,311	(11,311)	-69.3%	-	-
Other Revenue	14,000	12,100	1,900	15.7%	57,126	20,900
Total Revenues	19,000	28,411	(9,411)	-33.1%	57,126	20,900
Expenses						
Training & Development	500	-	500		295	-
Materials & Supplies	1,500	800	700	87.5%	1,059	605
Contracted Services	7,000	7,000	-	0.0%	2,468	5,725
Contracted Services - DC's	5,000 ⁵¹	18,000	(13,000)	-72.2%	24,786	-
Contracted Services - Perth East	77,901	47,901	30,000 ⁵²	62.6%	39,760	46,344
Total Expenses	91,901	73,701	18,200	24.7%	68,367	52,674
Net Levy Requirement	72,901	45,290	27,611	61.0%	11,241	31,774

Economic Development

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Revenues						
Government Transfers	-	-	-		8,639	98,988
User Fees	-	-	-		2,145	2,426
Sales	-	-	-		129,630	43,717

⁵¹ Including this amount for DC's in case of consultative services for revision due to the updates to the Development Charges Act.

⁵² Increased demand for planning services. This is also in anticipation for a service delivery model change.

Municipality of West Perth - 2020 Budget

Budget Item	2020 Budget	2019 Budget	\$ Change	% Change	2019 Actual	2018 Actual
Rent	13,500	13,500	-		13,524	15,690
Debt Financing	-	550,000				
Transfer from Reserve	15,000	-	15,000 ⁵³		-	-
Total Revenues	28,500	563,500	(535,000)	-94.9%	153,939	160,821
Expenses						
Materials & Supplies	2,000	100	1,900	1900.0%	3,114	518
Materials & Supplies - Events	2,000	1,500	500	33.3%	1,267	1,073
Contracted Services	-	500,000	(500,000)	-100.0%	1,783	344,064
Contracted Services - Legal	15,000	50,000	(35,000)	-70.0%	20,765	4,445
Contracted Services - Parkland Study	15,000	-	15,000		-	-
Cost Recovery	2,600	2,600	-	0.0%	(1,041)	2,495
Special Projects	12,000	12,000	-	0.0%	4,056	2,475
Transfer to Reserve	-	10,900	(10,900)	-100.0%	-	(996,669)
Total Expenses	48,600	577,100	(528,500)	-91.6%	29,944	(641,599)
Net Levy Requirement	20,100	13,600	6,500	47.8%	(123,994)	(802,420)

⁵³ There is an offsetting expense for this \$15,000 to perform a review and establish a relevant Parkland Dedication Fee.

2020 Capital Budget

Department	2020 Levy Requisition	2019 Levy Requisition	Levy Increase
Fire	23,481	125,000	(101,519)
Police	4,000	-	4,000
Roads	1,833,701	1,811,319	22,382
Solid Waste	50,000	50,000	-
Parks & Recreation	269,250	191,017	78,223
Total	2,180,433	2,177,336	3,097

2020 Capital Budget by Project and Function

Following the capital budget are the capital budget request forms with additional information of the proposed capital work for 2020. This is great information for Council when informing residents and knowing what to expect throughout the year with our infrastructure. High lighting West Perth's investment in capital is very important as the Municipality uses its assets to provide services. Without the maintenance of these assets there would be disruption in services. Additionally, Asset Management focuses on the capital asses, although, also considers the operating impacts of the capital. This portion of the West Perth budget is in the development phase.

Capital Project	Capital Cost	Government Transfer	Reserves	Water Rates	Wastewater Rates	Debt Financing	Other	Net Levy Requirement
Roads								
Napier St. Resurfacing	170,000						170,000	-
Henry Street - Top Asphalt	98,000							98,000
Eleanor Street Upgrades	145,000							145,000
Line 16	505,000	268,931						236,069
Line 26	285,000							285,000
Line 39	293,000							293,000
St. George Street Resurfacing	619,179	504,063						115,116
Toronto Street West Reconstruction	638,000	564,484						73,516
Total Roads	2,753,179	1,337,477	-	-	-	-	170,000	1,245,701
Fleet & Equipment								
Grader Replacement	450,000		400,000				50,000	-

Municipality of West Perth - 2020 Budget

Capital Project	Capital Cost	Government Transfer	Reserves	Water Rates	Wastewater Rates	Debt Financing	Other	Net Levy Requirement
1 Ton Truck Replacement	70,000		65,500				4,500	-
Total Fleet & Equipment	520,000	-	465,500	-	-	-	54,500	-
Bridges & Culverts								
Henry Street Bridge	1,900,000					1,900,000		-
Structure 015H	170,000							170,000
Structure 042F Replacement	95,000							95,000
Structure 003H	81,000							81,000
Structure 001H	72,000							72,000
Structure 002F	136,000							136,000
Structure 005F	34,000							34,000
Total Bridges & Culverts	2,488,000	-	-	-	-	1,900,000	-	588,000
Stormwater Management								
Toronto Street West Reconstruction	143,000				143,000			-
Stormwater Management Plan	204,000					204,000		-
Total Stormwater Management	347,000	-	-	-	143,000	204,000	-	-
Water Services								
Toronto Street West Reconstruction	202,000			202,000				-
Pickup Truck	20,000			20,000				-
Standpipe Painting	370,000			370,000				-
VFD Pump Replacement	70,000			70,000				-
Total Water Services	662,000	-	-	662,000	-	-	-	-
Wastewater Services								
Toronto Street West Reconstruction	263,131				263,131			-
Pickup Truck	20,000				20,000			-
CWWF Grant Projects	88,000	88,000						-

Municipality of West Perth - 2020 Budget

Capital Project	Capital Cost	Government Transfer	Reserves	Water Rates	Wastewater Rates	Debt Financing	Other	Net Levy Requirement
Total Wastewater Services	371,131	88,000	-	-	283,131	-	-	-
Solid Waste Services								
Landfill Improvements	50,000							50,000
Total Solid Waste Services	50,000	-	-	-	-	-	-	50,000
Parks & Recreation								
Keterson Mutli-Use Pavillion	1,250,000	812,500					343,750	93,750
Tennis Court	140,000					140,000		-
Compressor and Chiller Replacement	115,000							115,000
Backup Generator	113,000		65,000					48,000
Chemical Controllers	20,000		20,000					-
Pool Pump Replacement	6,000		6,000					-
Trail Signage	6,000		6,000					-
Dublin Outdoor Washroom Repairs	25,000						12,500	12,500
Total Parks & Recreation	1,675,000	812,500	97,000	-	-	140,000	356,250	269,250
General Administration								
Town Hall Building	30,000					30,000		-
Electronic Records Management	35,000		35,000					-
Budgeting Software	7,800		7,800					-
Gateway Signs	15,000		15,000					-
Total General Administration	87,800	-	57,800	-	-	30,000	-	-
Fire Services								
Fire Hall Relocation and Expansion	2,300,000		180,000			2,120,000		-
Bunker Gear Replacement	13,000							13,000
Truck Outfitting	10,481							10,481
Total Fire Services	2,323,481	-	180,000	-	-	2,120,000	-	23,481

Municipality of West Perth - 2020 Budget

Capital Project	Capital Cost	Government Transfer	Reserves	Water Rates	Wastewater Rates	Debt Financing	Other	Net Levy Requirement
Police Services								
Digital Radar Sign	4,000							4,000
Total Police Services	4,000	-	-	-	-	-	-	4,000
Total 2020 Capital Budget	11,281,591	2,237,977	800,300	662,000	426,131	4,394,000	580,750	2,180,433