

**MUNICIPALITY OF COLCHESTER  
2019-2020 OPERATING BUDGET  
REVENUE and EXPENDITURE SUMMARY**

April 2019

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	2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET
<b>REVENUE</b>						
Assessable Property Taxes	26,449,734	25,918,196	26,286,500	27,249,044	0	27,249,044
Grants in Lieu	1,185,069	1,215,737	1,215,898	1,222,109	0	1,222,109
Own Sources	982,300	579,150	954,575	1,005,600	0	1,005,600
Government Transfers	1,247,079	750,488	1,377,578	1,271,787	0	1,271,787
<b>Total Revenue</b>	<b>29,864,182</b>	<b>28,463,571</b>	<b>29,834,551</b>	<b>30,748,540</b>	<b>0</b>	<b>30,748,540</b>
<b>EXPENSE</b>						
Government	764,007	565,291	724,424	777,872	0	777,872
Dept. Admin. Costs	4,644,224	3,043,915	4,547,019	4,998,441	0	4,998,441
Protective Services	584,098	288,561	413,402	473,375	100,000	573,375
Transportation Services	2,319,321	881,505	2,238,964	2,356,831	0	2,356,831
Sewage Treatment-Urban	980,395	722,474	968,982	979,901	0	979,901
Sewage Treatment- Rural	3,101,370	447,405	3,292,282	3,109,773	0	3,109,773
Solid Waste	2,783,462	652,855	2,344,548	2,875,401	0	2,875,401
Public Health Services	34,442	34,443	34,443	11,631	0	11,631
Environmental Development Services	594,840	348,740	589,467	664,176	100,300	764,476
Recreation, Parks, Rinks	2,925,986	1,426,147	2,902,929	2,877,885	75,000	2,952,885
Transfers to other Govts	14,491,383	8,455,920	14,423,860	14,226,335	0	14,226,335
Other Transfers	3,267,249	2,425,863	3,276,892	3,648,214	100,000	3,748,214
<b>Total Expenses</b>	<b>36,490,777</b>	<b>19,293,117</b>	<b>35,757,212</b>	<b>36,999,835</b>	<b>375,300</b>	<b>37,375,135</b>
Add Back of Depreciation	(6,626,595)	0	(6,133,192)	(6,626,595)	0	(6,626,595)
<b>SURPLUS(DEFICIT)</b>	<b>0</b>	<b>9,170,454</b>	<b>210,531</b>	<b>375,300</b>	<b>(375,300)</b>	<b>0</b>
Transfer to Operating Reserve						
<b>ADJUSTED SURPLUS(DEFICIT)</b>			<b>210,531</b>			

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<b>REVENUE</b>							
<b>Assessable Property Tax:</b>							
<b>Tax Levy:</b>							
Residential	#1	17,977.144	17,964,000	17,964,000	18,706,714	0	18,706,714
Resource	#1	558,008	557,000	557,000	580,339	0	580,339
Commercial	#1	6,305,655	6,217,000	6,217,000	6,368,564	0	6,368,564
Forest Acreage	#1	160,943	160,943	160,943	160,943	0	160,943
Street Frontages	#2	20,484	0	20,484	20,484	0	20,484
Aliant	#3	142,000	154,108	154,108	150,000	0	150,000
N.S.P.C.	#4	20,500	19,727	19,727	20,000	0	20,000
HST Grant	#5	155,000	98,238	98,238	110,000	0	110,000
Deed Transfer Tax	#6	1,110,000	747,180	1,095,000	1,132,000	0	1,132,000
<b>NET</b>		<b>26,449,734</b>	<b>25,918,196</b>	<b>26,286,500</b>	<b>27,249,044</b>	<b>0</b>	<b>27,249,044</b>
<b>Grants in Lieu:</b>							
Federal G.I.L.	#7	154,382	157,703	157,864	158,072	0	158,072
Provincial G.I.L.	#8	1,030,687	1,058,034	1,058,034	1,064,037	0	1,064,037
<b>NET</b>		<b>1,185,069</b>	<b>1,215,737</b>	<b>1,215,898</b>	<b>1,222,109</b>	<b>0</b>	<b>1,222,109</b>
<b>Own Sources:</b>							
Tax Certificates	#9	10,000	4,700	7,050	7,500	0	7,500
Investments	#10	100,000	32,865	44,000	100,000	0	100,000
Interest on Taxes	#11	483,000	326,981	492,200	487,100	0	487,100
Miscellaneous	#12	389,300	214,604	411,325	411,000	0	411,000
<b>NET</b>		<b>982,300</b>	<b>579,150</b>	<b>954,575</b>	<b>1,005,600</b>	<b>0</b>	<b>1,005,600</b>
<b>Government Transfers:</b>							
Equalization Grant	#13	294,000	147,208	294,415	294,415	0	294,415
Farm Acreage Grant	#14	242,003	248,184	242,003	251,819	0	251,819
911 Subscription Rev.	#15	12,000	0	12,084	12,075	0	12,075
Trans. Reserves	#16	699,076	355,096	829,076	713,478	0	713,478
<b>NET</b>		<b>1,247,079</b>	<b>750,488</b>	<b>1,377,578</b>	<b>1,271,787</b>	<b>0</b>	<b>1,271,787</b>
<b>NET Revenue:</b>		<b>29,864,182</b>	<b>28,463,571</b>	<b>29,834,551</b>	<b>30,748,540</b>	<b>0</b>	<b>30,748,540</b>

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**EXPENSE**

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<b>Government:</b>							
Legislative	#17	428,707	272,594	408,891	498,806	0	498,806
Memberships	#18	23,000	21,532	26,217	27,000	0	27,000
Municipal grants	#19	275,500	255,871	266,375	215,266	0	215,266
Newsletter	#20	36,800	15,294	22,941	36,800	0	36,800
Election	#21	0	0	0	0	0	0
<b>NET</b>		<b>764,007</b>	<b>565,291</b>	<b>724,424</b>	<b>777,872</b>	<b>0</b>	<b>777,872</b>
<b>Department Admin Costs:</b>							
General Administration	#22	1,261,870	850,154	1,301,460	1,363,241	0	1,363,241
Financial Services	#23	652,499	507,436	690,422	704,767	0	704,767
Planning/Public Works/ Prop. Info.	#24	974,758	605,673	896,407	1,039,429	0	1,039,429
By-law Enforcement	#25	638,460	389,884	610,457	683,720	0	683,720
Recreation Administration	#26	348,011	289,112	402,190	415,761	0	415,761
Facility Costs	#27	136,315	76,821	110,248	127,988	0	127,988
Tax Exemption Bylaw	#28	329,140	324,835	324,835	334,519	0	334,519
Other Fiscal Charges	#29	35,000	0	110,000	60,845	0	60,845
Depreciation		268,171	0	101,000	268,171	0	268,171
<b>NET</b>		<b>4,644,224</b>	<b>3,043,915</b>	<b>4,547,019</b>	<b>4,998,441</b>	<b>0</b>	<b>4,998,441</b>
<b>Protective Services</b>							
Central Dispatch/EMO	#30	417,627	266,128	334,402	406,904	0	406,904
Flood Advisory	#31	100,000	16,565	50,000	0	100,000	100,000
Major Flood Program	#32	0	5,868	0	0	0	0
Unightly Premises	#33	500	0	0	500	0	500
Depreciation		65,971	0	29,000	65,971	0	65,971
<b>NET</b>		<b>584,098</b>	<b>288,561</b>	<b>413,402</b>	<b>473,375</b>	<b>100,000</b>	<b>573,375</b>
<b>Transportation Services</b>							
Road Transportation	#34	1,321,833	878,938	1,300,114	1,359,343	0	1,359,343
Street Lighting	#35	4,200	2,567	3,850	4,200	0	4,200
Depreciation		993,288	0	935,000	993,288	0	993,288
<b>NET</b>		<b>2,319,321</b>	<b>881,505</b>	<b>2,238,964</b>	<b>2,356,831</b>	<b>0</b>	<b>2,356,831</b>

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	REF #	2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET
<b>Environmental Health Services</b>							
<b>Sewage Treatment-Urban</b>							
Central Colchester	#36	933,270	698,976	933,678	931,032	0	931,032
Marshland Drive	#37	47,126	23,498	35,304	48,869	0	48,869
	<b>NET</b>	<b>980,395</b>	<b>722,474</b>	<b>968,982</b>	<b>979,901</b>	<b>0</b>	<b>979,901</b>
<b>Sewage Treatment- Rural</b>							
<b>Sewage Treat- Lift Stations</b>							
Brookfield Sewage Treat. Plant	#38	224,276	117,876	185,974	227,874	0	227,874
Great Village Sewage Treatment Plant	#39	153,111	86,806	130,626	157,507	0	157,507
Tata. Sewage Treatment Plant	#40	121,407	62,757	97,956	126,053	0	126,053
Debert Sewage Treatment Plant	#41	204,084	100,190	148,186	184,043	0	184,043
Public Works Building	#42	124,307	57,656	91,867	139,885	0	139,885
	#43	39,200	22,120	37,673	39,426	0	39,426
		2,234,985	0	2,600,000	2,234,985	0	2,234,985
	<b>NET</b>	<b>3,101,370</b>	<b>447,405</b>	<b>3,292,282</b>	<b>3,109,773</b>	<b>0</b>	<b>3,109,773</b>
<b>Solid Waste:</b>							
Residual Disposal	#44	(364,268)	(444,299)	(264,386)	(272,996)	0	(272,996)
Waste Diversion	#45	44,699	316,771	48,089	50,404	0	50,404
In vessel Composting	#46	225,014	103,033	207,479	232,030	0	232,030
Recycling Collection	#47	410,000	261,695	410,000	352,000	0	352,000
Materials Recovery Facility	#48	468,017	415,655	502,228	513,963	0	513,963
		2,000,000	0	1,441,138	2,000,000	0	2,000,000
	<b>NET</b>	<b>2,783,462</b>	<b>652,855</b>	<b>2,344,548</b>	<b>2,875,401</b>	<b>0</b>	<b>2,875,401</b>
<b>Public Health Services</b>							
	#49	34,442	34,443	34,443	11,631	0	11,631
<b>Environmental Development Services</b>							
<b>Planning</b>							
Palliser	#50	68,000	23,599	27,568	67,000	0	67,000
Economic Development	#51	35,665		59,676	59,577	0	59,577
Debert Park	#52	249,723	154,906	233,423	259,934	100,300	360,234
Tourism/Marketing	#53	199,087	154,427	238,812	230,900	0	230,900
Branch Library	#54	3,280	3,280	3,280	3,280	0	3,280
	#55	22,500	12,528	26,708	26,900	0	26,900
		16,585	0	0	16,585	0	16,585
	<b>NET</b>	<b>594,840</b>	<b>348,740</b>	<b>589,467</b>	<b>664,176</b>	<b>100,300</b>	<b>764,476</b>
<b>Recreation Services</b>							
<b>Recreation: Parks, Rinks and Pool</b>							
	#56	1,878,391	1,426,147	1,875,875	1,830,290	75,000	1,905,290
		1,047,595	0	1,027,054	1,047,595	0	1,047,595
	<b>NET</b>	<b>2,925,986</b>	<b>1,426,147</b>	<b>2,902,929</b>	<b>2,877,885</b>	<b>75,000</b>	<b>2,952,885</b>

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	REF #	2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET
<b>Transfers, Capital and Financing:</b>							
<b>Transfers</b>							
School Board	#57	7,493,153	4,995,432	7,493,148	7,640,137	0	7,640,137
Police Protection	#57	4,856,763	2,412,907	4,828,991	4,455,831	0	4,455,831
Police Prosecution	#57	15,000	3,562	15,000	15,000	0	15,000
Corrections	#57	476,000	233,548	467,000	466,079	0	466,079
Library	#57	239,107	176,681	235,574	237,929	0	237,929
Housing Authority	#57	136,000	108,787	108,787	136,000	0	136,000
Assessment Services	#57	673,168	504,876	673,168	673,168	0	673,168
Truro Library	#57	602,192	20,127	602,192	602,192	0	602,192
<b>NET</b>		<b>14,491,383</b>	<b>8,455,920</b>	<b>14,423,860</b>	<b>14,226,335</b>	<b>0</b>	<b>14,226,335</b>
<b>Debt Principle Less Recoveries</b>	#58	1,306,349	1,315,992	1,315,992	1,338,314	0	1,338,314
<b>Transfer to Reserves</b>	#59	1,960,900	1,109,871	1,960,900	2,309,900	100,000	2,409,900
<b>NET</b>		<b>3,267,249</b>	<b>2,425,863</b>	<b>3,276,892</b>	<b>3,648,214</b>	<b>100,000</b>	<b>3,748,214</b>
<b>Total Expenditure</b>		<b>36,490,777</b>	<b>19,293,117</b>	<b>35,757,212</b>	<b>36,999,835</b>	<b>375,300</b>	<b>37,375,135</b>
<b>Add Back of Depreciation</b>		<b>(6,626,595)</b>	<b>0</b>	<b>(6,133,192)</b>	<b>(6,626,595)</b>	<b>0</b>	<b>(6,626,595)</b>
<b>Surplus (Deficit)</b>		<b>0</b>	<b>9,170,454</b>	<b>210,531</b>	<b>375,300</b>	<b>375,300</b>	<b>0</b>

**MUNICIPALITY OF THE COUNTY OF COLCHESTER**

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REF # 1

**ASSESSABLE PROPERTY TAX**

2018-2019 (000's)		2019-2020 (000's)	INCREASE (000's)	% CHANGE
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**Net Taxable Assessments:**

Residential	2,045,130		2,113,753	68,623	3.36%
Resource	63,410		65,575	2,165	3.41%
Commercial	277,441		279,323	1,882	0.68%
Forest Acreage	160,943		160,943	0	0.00%
	<b>2,546,924</b>		<b>2,619,594</b>	<b>72,670</b>	<b>2.85%</b>

2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	Appeals	2019-2020 TOTAL BUDGET
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**Tax Levy:**

Residential	17,977,144	17,964,685	17,964,000	18,706,714	0	18,706,714
Resource	558,008	557,575	557,000	580,339	0	580,339
Commercial	6,305,655	6,256,130	6,217,000	6,368,564	0	6,368,564
Forest Acreage	160,943	161,006	160,943	160,943	0	160,943
	<b>25,001,750</b>	<b>24,939,396</b>	<b>24,898,943</b>	<b>25,816,560</b>	<b>0</b>	<b>25,816,560</b>

**Tax Rate**

**I. Maintenance Rate Inc./Dec.**

	2018-2019 RATE		2019-2020 RATE	TAX LEVY	INCREASE/ DECREASE (in cents)	INCREASE/ DECREASE (%)
Residential	0.880		0.885	19,287,053	0.005	0.5682%
Commercial	2.280		2.280	6,529,507	0.000	0.0000%
				<b>25,816,560</b>		

**Assessment Increase:**

The increase in residential assessment of 3.36% is split: 1.85% for market re-assessment and 1.51% for new growth.

The increase in commercial assessment is .68%.

New Growth represents 1.40% of this change in assessment and -2.08% for market re-assessment.

As prescribed by the Assessment Act, a per acre levy is charged to owners of forest land. Records from the Assessment Office indicate that 336,350 acres are charged at 25 cents per acre (under 50,000) and 192,327 acres at 40 cents per acre (over 50,000).

**Tax Rate versus Assessment:**

On residential/resource, a one cent increase raises \$211,375 of property tax.

On commercial/business occupancy, a one cent increase raises \$27,932 of property tax.

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**ASSESSABLE PROPERTY TAX (Con.)  
REF # 2**

<b>STREET FRONTAGES</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Street frontages	20,484	0	20,484	20,484	0	20,484

These are betterment charges (street improvements) located in specific areas of the County, which have gone through the resident petitioning process. Annually, the County recognizes revenue equal to 10% of the original cost billed to property owners. In 2018/19, Sunnybrook's revenue is \$3,173.85 (final is 2020/21) and Revenue for Raven/Junco is \$11,202.00 (final is 2021/22) and Huckleberry/Delaney is \$6107.96 (final is 2022/23).

**REF # 3**

<b>ALIAINT</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Aliant	142,000	154,108	154,108	150,000	0	150,000

The County receives annual funding from Aliant in lieu of taxes. The funding is based on 4% of the gross subscription revenue of County residents.

**REF # 4**

<b>NOVA SCOTIA POWER</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Nova Scotia Power	20,500	19,727	19,727	20,000	0	20,000

In 2006/07, NSP Property taxation was moved from a revenue based to a property based assessment.

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**ASSESSABLE PROPERTY TAX (Continued)**

REF # 5

<b>HST GRANT</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
HST Grant	155,000	98,238	98,238	110,000	0	110,000

The HST grant is allocated on a proportional basis to municipalities. This grant is to offset the additional costs from the HST.

REF # 6

<b>DEED TRANSFER TAX</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Deed Transfer Tax	1,110,000	747,180	1,095,000	1,132,000	0	1,132,000

The County receives 1% of the purchase price of properties sold in the County, as Deed Transfer Tax.



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**GRANTS IN LIEU  
REF # 7**

FEDERAL GRANT IN LIEU						
2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET	
Federal Grant in lieu	154,382	157,703	157,864	158,072	0	158,072

This is a grant paid by the Federal Government in lieu of taxes. The Federal grant has been equal to the taxes that would be received if the properties were taxed. Also included are Grants in Lieu for CBC and CPC.

**REF # 8**

PROVINCIAL GRANT IN LIEU						
2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET	
Provincial Grant In Lieu	585,699	613,932	613,932	616,119	0	616,119
Wind Turbines	444,988	444,102	444,102	447,918	0	447,918
<b>Total</b>	<b>1,030,687</b>	<b>1,058,034</b>	<b>1,058,034</b>	<b>1,064,037</b>	<b>0</b>	<b>1,064,037</b>

This is a grant provided by the Province under the Municipal Grants Act. This grant is payable in respect of Provincial property in lieu of taxes.

We were informed after year end that only facilities in service prior to the Wind Tax Legislation were eligible for this part of the grant in lieu.

Detailed Wind Turbine Information In Megawatts (MW) for 2019/2020:

Truro Heights	\$65,010
Greenfield	\$21,034
Kemptown	\$31,834
Nutby	\$324,903
Spiddle Hill	\$5,137
<b>Total:</b>	<b><u>\$447,918</u></b>

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**OWN SOURCES**

**REF # 9**

<b>TAX CERTIFICATE FEES</b>						
<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>	
Tax Certificate Fees	10,000	4,700	7,050	7,500	0	7,500

The County charges a \$25 fee for providing tax certificates. Normally, these certificates are requested by lawyers and real estate agents when properties are transferring ownership. Council approved the fee by resolution in 1999.

**REF # 10**

<b>RETURN ON INVESTMENTS</b>						
<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>	
Return on Investments	100,000	32,865	44,000	100,000	0	100,000

Return on Investments is interest earned on our bank operating accounts and short term bank investments. Interest revenue generally begins to accumulate once the annual tax bills have been sent out.

**MUNICIPALITY OF THE COUNTY OF COLCHESTER  
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**OWN SOURCES (continued)  
REF # 11**

INTEREST ON TAXES						
	2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET
Interest on taxes	483,000	326,981	492,200	487,100	0	487,100

This is interest charged on tax arrears. Current rate set by Council is 15% per annum.

**REF # 12**

MISCELLANEOUS						
	2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET
Miscellaneous	389,300	214,604	411,325	411,000	0	411,000

The revenue in this account includes charges to area rates to offset uncollectible taxes, fees for billing and administering the area rate funds, fuel tax rebates and revenue from County licenses and permits, and wind turbine revenues thru Comfit.

**MUNICIPALITY OF THE COUNTY OF COLCHESTER  
2019-2020 OPERATING BUDGET**

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**GOVERNMENT TRANSFERS**

**REF # 13**

Equalization grant

EQUALIZATION GRANT					
2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET
294,000	147,208	294,415	294,415	0	294,415

We anticipate, at this time, that there will be minimal change to the equalization grant pool for municipalities. The budgeted estimate is based on the amount received in 2018/2019.

**REF # 14**

Farm acreage grant

FARM ACREAGE GRANT					
2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET
242,003	248,184	242,003	251,819	0	251,819

Farm acreage assessment was re-established by Legislation as a grant during 1998/99. Current rate is \$3.08 per acre. The Legislation allows for an annual increase tied into the Canadian Price Index. Estimated increase is 2.3%. The estimated revenue is based on 79,736 acres @ \$3.02 per acre in 2019-2020.

**REF # 15**

911 Subscription revenue

911 SUBSCRIPTION REVENUE					
2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET
12,000	0	12,084	12,075	0	12,075

In 2001, the Province announced it was implementing a 911 telephone subscriber fee to recover costs of providing 911 service. The UNSM requested that a portion of this fee be directed to municipal units as a partial recovery towards the maintenance of a 911 civic address data base. The funds are distributed pro rata on the basis of number of dwellings within each municipal unit.

**MUNICIPALITY OF THE COUNTY OF COLCHESTER  
2019-2020 OPERATING BUDGET**

**April 2019**

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**GOVERNMENT TRANSFERS (continued)  
REF # 16**

	<b>TRANSFERS FROM RESERVES</b>					
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANC E BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
From Operating Reserve	699,076	355,096	829,076	713,478	0	713,478

**From the Operating Reserve:**

Council entered an agreement to partially fund the new library constructed by the Town of Truro. The agreement stipulates a maximum of \$2.25 million dollars will be funded by Colchester in four equal payments over a four year period. The first would be due in 2016/17. The 2019/20 budget is year 4 of 4. Council agreed to fund this from the Special Operating Reserve,

**Additions/Deletions:**

**MUNICIPALITY OF THE COUNTY OF COLCHESTER  
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**GOVERNMENT:**

REF # 17

<b>LEGISLATIVE</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Council Honorariums	335,366	218,630	327,945	405,825	0	405,825
Councillor Expenses	18,151	7,543	11,314	17,791	0	17,791
Basic Benefits	10,000	6,000	9,000	10,000	0	10,000
Citizen Representatives	1,200	0	0	1,200	0	1,200
Meals Luncheons	3,090	3,014	4,521	3,090	0	3,090
Miscellaneous	8,600	4,786	7,179	8,600	0	8,600
Training and Development	5,000	0	0	5,000	0	5,000
UNSM/FCM Conference	37,800	31,307	46,961	37,800	0	37,800
Security	9,500	1,314	1,971	9,500	0	9,500
<b>Total</b>	<b>428,707</b>	<b>272,594</b>	<b>408,891</b>	<b>498,806</b>	<b>0</b>	<b>498,806</b>

**Honorariums:**

Councillor's honorariums for 2018/19 were set in accordance with the Councillor Remuneration bylaw. For 2018/2019, the breakdown was as follows: Mayor: \$49,060; Deputy Mayor \$30,598, and Councillors \$25,006. For 2019/20, the budgeted amounts are Mayor \$57,865; Deputy Mayor \$36,090, and Councillors \$29,494.

**MUNICIPALITY OF THE COUNTY OF COLCHESTER  
2019-2020 OPERATING BUDGET**

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**GOVERNMENT (continued)  
REF # 18**

MEMBERSHIPS						
	2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET
UNSM	17,000	13,041	17,726	18,000	0	18,000
FCM	6,000	8,491	8,491	9,000	0	9,000
<b>Total</b>	<b>23,000</b>	<b>21,532</b>	<b>26,217</b>	<b>27,000</b>	<b>0</b>	<b>27,000</b>

The County is a member of the Union of Nova Scotia Municipalities, the Federation of Canadian Municipalities.

**REF # 19**

MUNICIPAL GRANTS						
	2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET
Economic development grant	55,000	22,250	33,375	55,000	0	55,000
Grant Requests	220,500	233,621	233,000	160,266	0	160,266
<b>Total</b>	<b>275,500</b>	<b>255,871</b>	<b>266,375</b>	<b>215,266</b>	<b>0</b>	<b>215,266</b>

**Economic Development Grants**

The following Economic Development grants were approved for 2018/2019:

Not Since Moses Run (\$5,000), NS Women That Hunt (\$5,000),

Colchester Highland Games Gathering Society (\$5,000), Maritime Junior Limosin Association(\$3,500),

Sunrise Film Festival Society (\$3,000), Truro Model Railroaders (\$500), AMANS (\$5,000), Colchester Anti-Poverty (\$250),

Ecole Acaddienne de Truro (\$10,000), Downeast Bluegrass & Oldtime Music Society (\$10,000).

**Grant Requests**

Annually Council received presentations from non-profit organizations. A list of the amounts requested will be circulated for a decision on what funding will be provided. As well a list of annual grants are included in this budget.

These include the following items:

*For 2019/20:*

Annual Grants for 2018/19 include annual amounts for VON (\$5,000), Colchester Special Olympics

(\$6,000), North Shore River Restoration (\$5,000), Colchester Historical Society

(\$10,000), Maggie's Place (\$3,000), Debert Military Historical Society (\$100),

Cobequid Arts Council (\$25,000), Colchester 4-H (\$10,000), Colchester Transportation Cooperative (\$10,000).

**REF # 20**

NEWSLETTER						
	2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET
Newsletter	36,800	15,294	22,941	36,800	0	36,800

**Newsletter:** Newsletter costs include Waste Reduction, Recreation and Administration.

The Financial Update has been merged with the Newsletter and has resulted in saving \$6,400 in the budget.

**REF # 21**

ELECTION						
	2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET
Election	0	0	0	0	0	0

**MUNICIPALITY OF THE COUNTY OF COLCHESTER**

**2019-2020 OPERATING BUDGET**

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**DEPARTMENT ADMIN COSTS:  
REF # 22**

GENERAL ADMINISTRATION					
2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET

**Administration:**

Salaries	532,064	356,853	535,500	566,669	0	566,669
Benefits	88,648	57,025	96,000	93,041	0	93,041
Salary administration	57,680	307	57,000	20,000	0	20,000
Legal services	50,000	45,454	68,000	75,000	0	75,000
Insurance	6,000	37,127	25,000	6,000	0	6,000
Telephone	13,620	7,927	11,890	12,240	0	12,240
Office supplies	17,150	15,525	23,287	17,150	0	17,150
Printing and Photo supplies	10,000	11,101	16,651	23,000	0	23,000
Postage	21,000	10,441	15,661	21,000	0	21,000
Newspaper Ads	3,000	1,741	2,611	5,500	0	5,500
Dues	3,000	0	1,048	3,000	0	3,000
Training & Development	10,000	10,273	11,914	12,000	0	12,000
Travel	1,500	733	1,000	1,500	0	1,500
Records Management	5,000	0	0	5,000	0	5,000
Miscellaneous	10,500	3,070	5,890	16,500	0	16,500
Consultants	40,000	6,483	10,000	15,000	0	15,000
Wellness Initiative	10,000	8,679	12,000	12,000	0	12,000
Scholarships	8,000	7,000	7,000	8,000	0	8,000
Boundary review	0	0	0	0	0	0
<b>Subtotal</b>	<b>887,162</b>	<b>579,739</b>	<b>900,452</b>	<b>912,600</b>	<b>0</b>	<b>912,600</b>

**Computer Systems:**

Salaries	168,914	107,446	170,000	182,446	0	182,446
Benefits	30,870	21,807	35,300	37,028	0	37,028
Computer supplies	3,750	4,796	6,500	7,000	0	7,000
Training and Development	2,000	1,504	2,000	2,250	0	2,250
Infrastructure	55,395	59,764	67,000	71,826	0	71,826
Licensing and fees	55,750	32,127	55,750	73,843	0	73,843
Computer Programming	0	0	0	0	0	0
Lease costs	57,129	42,577	63,866	75,348	0	75,348
Travel	900	394	592	900	0	900
<b>Subtotal</b>	<b>374,708</b>	<b>270,415</b>	<b>401,008</b>	<b>450,641</b>	<b>0</b>	<b>450,641</b>

<b>Total</b>	<b>1,261,870</b>	<b>850,154</b>	<b>1,301,460</b>	<b>1,363,241</b>	<b>0</b>	<b>1,363,241</b>
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**MUNICIPALITY OF THE COUNTY OF COLCHESTER  
2019-2020 OPERATING BUDGET**

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**DEPARTMENT ADMIN COSTS:  
REF # 22**

**GENERAL ADMINISTRATION (continued)**

General administration includes administration (Clerks Office) and computer systems (MIS).

**In Administration-**

**Salaries:** CAO, Director of Corporate Services, Admin Services Research Coordinator, Deputy Clerk, Admin Support Clerk, Human Resource Specialist and casual reception.

**Legal services:** Contracts mainly related to major services and legal advice to Council.

**Insurance:** Arthur J Gallagher Insurance and Frank Cowan Ltd. (UNSM sponsored insurance consortium). Costs are unallocated portion only; where possible, costs are charged to various service areas.

**Records Management:** Continue the process for municipal records retention, includes integration of the data sets in various departments.

**Miscellaneous:** Comprised of expenses for promotional materials, other admin expenses for staff.

**Consultants:** Has been used in prior years as part of recruitment or special projects.

**Wellness Initiative:** Council approved the Wellness Program in 2009/10. The budget reflects the maximum of \$200 per employee (anticipating 50 employees may utilize).

**In Computer Systems-**

**Salaries:** Manager of Computer Information Systems, Systems Analyst and Help Desk Technician.

**Infrastructure:** For replacement of hardware and servers, increased data storage .

**Licensing/Fees:** Licenses for Microsoft Office, Microsoft Exchange, Laserfish, and costs for internet fees.

**MUNICIPALITY OF THE COUNTY OF COLCHESTER**

**2019-2020 OPERATING BUDGET**

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**DEPARTMENT ADMIN COSTS (cont.)**

REF # 23

		FINANCIAL SERVICES				
	2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET
<b>Finance:</b>						
Salaries	213,776	140,071	217,500	226,422	0	226,422
Benefits	40,617	28,643	44,800	45,284	0	45,284
External audit fees	40,000	33,341	40,000	40,000	0	40,000
Training and Development	7,405	7,852	8,180	7,950	0	7,950
Office expenses	5,000	4,528	6,000	6,000	0	6,000
Telephone	525	0	0	0	0	0
Software Support	40,000	420	42,500	44,500	0	44,500
<b>Subtotal</b>	<b>347,323</b>	<b>214,855</b>	<b>358,980</b>	<b>370,156</b>	<b>0</b>	<b>370,156</b>

**Tax Office:**

Salaries	68,938	50,040	77,800	73,009	0	73,009
Benefits	13,788	9,352	12,700	14,602	0	14,602
Telephone	4,400	2,603	3,905	4,400	0	4,400
Office expense	5,500	2,482	3,500	4,500	0	4,500
Postage	30,000	30,805	34,000	34,000	0	34,000
Training and Development	750	1,688	1,688	1,500	0	1,500
Tax billings	8,700	11,893	11,639	11,500	0	11,500
Tax sale costs	500	0	0	500	0	500
Collection costs	100	(100)	(50)	100	0	100
Bank Fees	7,500	4,887	7,329	7,500	0	7,500
Tax exemptions	152,000	166,552	166,552	170,000	0	170,000
Reduced taxes - Debert Park	13,000	12,379	12,379	13,000	0	13,000
<b>Subtotal</b>	<b>305,176</b>	<b>292,581</b>	<b>331,442</b>	<b>334,611</b>	<b>0</b>	<b>334,611</b>
<b>Total</b>	<b>652,499</b>	<b>507,436</b>	<b>690,422</b>	<b>704,767</b>	<b>0</b>	<b>704,767</b>

**MUNICIPALITY OF THE COUNTY OF COLCHESTER**

**2019-2020 OPERATING BUDGET**

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**DEPARTMENT ADMIN COSTS (cont.)  
REF # 23**

**FINANCIAL SERVICES (continued)**

Financial services is responsible for the financial recording and reporting of data. Services provided include receivables, payables, payroll and tax collection.

**In Finance-**

**Salaries:** Finance Manager, Financial Accountant, Accounts Payable/Payroll Clerk and Administrative Clerk (50%).

**External Audit:** Annual fees for providing audit services and report on consolidated financial statements.

**Computer Programming:** Ongoing annual support costs for current software.

**In Tax Office-**

**Salaries:** Property Tax Clerk and Admin Support Clerk (50%).

**Tax Exemption:** Council reviewed the Tax Exemption policy in 2018/2019. Increase based on CPI increments to income and exemption amounts.

**Reduced Taxes - Debert Park:** Reflects property taxes properties in Debert Park that have not been transferred to the County.

**MUNICIPALITY OF THE COUNTY OF COLCHESTER**

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**DEPARTMENT ADMIN COSTS (cont.)**

REF # 24

**PLANNING, PUBLIC WORKS, PROPERTY INFORMATION**

**Planning:**

	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Salaries	289,192	194,259	291,389	295,553	0	295,553
Benefits	53,870	31,498	47,247	55,055	0	55,055
Term employee	43,736	23,802	30,414	42,362	0	42,362
Training & development	8,600	3,078	4,385	8,600	0	8,600
Travel	5,500	4,054	6,000	5,500	0	5,500
Office expense/telephone	15,000	7,874	11,809	15,000	0	15,000
Legal services	7,500	14,437	21,656	11,000	0	11,000
Computer supplies/programming	3,000	1,384	2,076	3,000	0	3,000
Advertisements	4,000	1,224	2,000	4,000	0	4,000
Miscellaneous	3,500	818	1,227	3,000	0	3,000
<b>Subtotal</b>	<b>433,898</b>	<b>282,428</b>	<b>418,203</b>	<b>443,070</b>	<b>0</b>	<b>443,070</b>

**Public Works:**

Salaries	256,247	185,820	260,000	271,717	0	271,717
Term employee	0	0	0	10,000	0	10,000
Benefits	46,447	31,972	45,000	47,892	0	47,892
Office supplies	7,500	1,100	2,000	2,000	0	2,000
Miscellaneous	1,500	933	1,399	1,500	0	1,500
Safety Supplies	1,000	0	500	1,000	0	1,000
Lower Truro water	3,500	492	2,000	3,500	0	3,500
Newspaper ads	0	0	0	0	0	0
Training & development	15,750	11,248	12,568	19,050	0	19,050
Consultant's fees	15,000	144	15,000	15,000	0	15,000
Legal Services	20,000	10,525	15,788	20,000	0	20,000
Travel	2,000	1,705	2,558	3,000	0	3,000
Telephone	5,900	3,049	5,451	5,451	0	5,451
Memberships and dues	3,400	2,321	3,481	3,345	0	3,345
Map expense/Computer costs	20,325	4,796	15,325	9,000	0	9,000
Storm water management	15,000	-1,480	-241	15,000	0	15,000
Flood Committee	1,000	502	753	1,000	0	1,000
Public Meetings	1,000	353	530	1,000	0	1,000
<b>Subtotal</b>	<b>415,569</b>	<b>253,480</b>	<b>382,112</b>	<b>429,455</b>	<b>0</b>	<b>429,455</b>

**Property Info:**

Salaries	64,275	41,427	60,962	97,815	0	97,815
Benefits	10,331	7,398	11,267	18,023	0	18,023
Computer supplies/programming	40,285	18,937	20,858	42,366	0	42,366
Telephone	3,700	1,442	2,164	2,800	0	2,800
Training & development	3,200	90	135	3,200	0	3,200
Travel	3,000	471	706	2,200	0	2,200
Miscellaneous	500	0	0	500	0	500
<b>Subtotal</b>	<b>125,291</b>	<b>69,765</b>	<b>96,092</b>	<b>166,904</b>	<b>0</b>	<b>166,904</b>

<b>Total</b>	<b>974,758</b>	<b>605,673</b>	<b>896,407</b>	<b>1,039,429</b>	<b>0</b>	<b>1,039,429</b>
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**MUNICIPALITY OF THE COUNTY OF COLCHESTER  
2019-2020 OPERATING BUDGET**

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**DEPARTMENT ADMIN COSTS (cont.)  
REF # 24**

**PLANNING, PUBLIC WORKS, PROPERTY INFORMATION (continued)**

Services are as follows:

- For Planning- Statutory planning and economic development;
  - For Public Works- Engineering role in providing technical expertise on services (sewer, water, solid waste, roads and sidewalks);
  - For Property Information- Accumulating property base data into various formats and uses.
- Maintenance of 911 Civic Addressing and updating Community Names and Boundaries.

**In Planning-**

Salaries and Benefits: Director of Community Development, Project Manager, and Planner.  
Planning intern added as a term position to help with plan reviews and sustainable Colchester initiatives.

Computer supplies/programming: For GIS Technology and related supplies.

Miscellaneous expense: For research materials, subscriptions, memberships.

**In Public Works-**

Salaries: Director of Public Works(30%); 2 Project Engineers (50%), Two Engineering Technicians (1 -100% PW, 1-100% capital).  
Admin Support Clerk/Project Coordinator (100%). Approximately 50% of Project Engineers salaries to be charged to specific projects.

Additions: Engineering technician funded through capital projects.

Safety Supplies: To Include Safety Boots, Hard Hats, Vests, Twinrix Vaccine for Sewage Exposure

Training & Development - Expenses to include cost of mileage, meals, lodging and registration fees  
T&D Admin/Tech Staff - \$2,600 each to attend CNAM in BC, \$1,000 each for general courses and conferences, \$2,000 for Engineer Tech, Total \$9,200  
T&D - Engineer (2): ACWWA in Halifax (\$1500x1). Attend MPWANS in Halifax (\$750x1). Attend CNAM in Kelowna (\$2,600x1) and \$500x2 in webinars/seminars - Total \$7,350  
T&D - Director PW: Attend ACWWA Halifax (\$1500), MPWANS in Halifax (\$700), Misc webinars \$500 - Total \$2,700

**Telephone:**

Expenses include \$1,300 for office lines, \$2,400 for office internet, 3 cell phones)

Lower Truro Water: UV lights, Lab analysis, power for Lower Truro Water supply and minor repairs.

Consultant's Fees: Various professional consultations & research expenses, assistance with standard specs.

Travel Expenses (General): Meant to cover general mileage for all staff and the DPW

Memberships and Due to Include: \$160 Road Builders, \$300 AWWA, \$270x3 Engineers NS, \$660 TAC, \$400 WEF, \$560 CWWA, CNAM \$275, for a Total of \$3,345.

Computer Supplies to Include: Annual Carlsson fee: \$375, Autodesk Annual Fee \$1,400, Global Mapper Annual Fee \$500, Topcon Maintenance \$550, Autocad subscription \$1,500 and Misc Materials \$500, Total \$5,325.

Mapping Expenses to Include: Air photos, LiDAR, drawing storage, mapping tools, paper, toner/ink, CAD license for new tech (\$3,000), total \$5,000

Storm water Management: For development of a Stormwater Master Plan

**Summary for allocation of Director of Public Works salary , benefits, etc.:**

For 2019/20:

10% Regional Sewage Treatment Plant	5% to Water Utilities
30% to Public Works	10% to Debert Park
20% to Sewage Treatment for rural plants and pumping stations	5% to Roads
15% to Wastewater Collection	5% to Sidewalks

**In Property Information-**

Salaries: GIS Technician 100%, GIS Technician 30% , part time permanent clerical position 70%

Computer supplies/programming: GIS Programming Computer support; additional licensing and new software.

**MUNICIPALITY OF THE COUNTY OF COLCHESTER**

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**DEPARTMENT ADMIN COSTS (cont.)**

REF # 25

BY-LAW ENFORCEMENT					
2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET

**Building/Fire Inspection:**

Salaries	258,343	173,445	267,237	270,603	0	270,603
Benefits	51,183	32,607	51,461	52,221	0	52,221
Vehicle lease/fuel/Maint.	19,429	15,316	22,883	21,500	0	21,500
Training and development	5,500	1,532	2,297	5,500	0	5,500
Office supplies/insurance	7,200	5,375	7,083	7,000	0	7,000
Travel	9,000	7,133	10,700	10,000	0	10,000
Computer/Miscellaneous	11,600	1,193	10,289	12,000	0	12,000
Legal services	8,000	7,756	9,500	9,000	0	9,000
Building permit fees	(30,000)	(29,737)	(32,000)	(35,000)	0	(35,000)
<b>Subtotal</b>	<b>340,255</b>	<b>214,620</b>	<b>349,450</b>	<b>352,824</b>	<b>0</b>	<b>352,824</b>

**Development Office:**

Salaries	127,914	83,568	125,352	126,651	0	126,651
Benefits	27,231	18,436	27,654	27,580	0	27,580
Office expense	1,500	159	239	1,500	0	1,500
Travel	1,300	710	1,066	1,300	0	1,300
Mapping	0	0	0	0	0	0
Training and development/Misc.	2,000	213	319	2,000	0	2,000
Subdivision/development fees	(3,200)	(3,475)	(3,700)	(3,300)	0	(3,300)
<b>Subtotal</b>	<b>156,745</b>	<b>99,611</b>	<b>150,930</b>	<b>155,731</b>	<b>0</b>	<b>155,731</b>

**Dog Control:**

Salaries	92,360	38,130	57,195	105,929	0	105,929
Benefits	16,000	4,781	7,171	12,186	0	12,186
Pound costs	14,000	16,846	25,269	42,000	0	42,000
Stray Feral Cats	5,000	0	0	5,000	0	5,000
Vehicle expense	13,500	7,966	12,070	14,000	0	14,000
Commission on dog tag sales	5,000	3,054	5,500	5,500	0	5,500
Other	15,600	11,962	24,139	10,550	0	10,550
<b>Subtotal</b>	<b>161,460</b>	<b>82,739</b>	<b>131,344</b>	<b>195,165</b>	<b>0</b>	<b>195,165</b>

**Less:**

Dog tag sales	(19,000)	(5,908)	(19,500)	(19,000)	0	(19,000)
Dog pound fees	(1,000)	(1,178)	(1,767)	(1,000)	0	(1,000)
<b>Subtotal</b>	<b>(20,000)</b>	<b>(7,086)</b>	<b>(21,267)</b>	<b>(20,000)</b>	<b>0</b>	<b>(20,000)</b>

<b>Total</b>	<b>638,460</b>	<b>389,884</b>	<b>610,457</b>	<b>683,720</b>	<b>0</b>	<b>683,720</b>
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MUNICIPALITY OF THE COUNTY OF COLCHESTER

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**DEPARTMENT ADMIN COSTS (cont.)**

REF # 25

**BY-LAW ENFORCEMENT (cont.)**

**Services are as follows:**

**For Building Inspection** - Ensuring building development meets the standards of the Building Code, unsightly premises enforcement, fire inspections and administration of the false alarm bylaw.

**For Development Office**- Issuing permits and enforcing by-law zoning regulations;

**For Dog Control**- Administering the dog control by-laws for the County.

**Building Inspection/ Fire Inspection**

**Salaries:** Building inspection manager, 2 deputy building inspectors, Admin Clerk (70%) and summer staff.

**Vehicle Lease etc.:** Lease of two vehicles, maintenance and fuel.

**Training/Development:** Courses mandatory for continuing certification, including responsibilities regarding fire regulations.

**Travel Expenses:** Reimbursement for use of personal vehicle at current approved rates.

**Miscellaneous:** Maintenance and fees for the permitting system.

**Building Permit Fees:** Based on a fee schedule; fees per year have averaged \$30,000.

**Development Office**

**Salaries:** Development Officer and Planning Technician.

**Mapping:** To cover continuing mapping costs.

**Subdivision Fees:** Fees have been generally in the \$3,000 range.

**Dog Control**

**Salaries:** Full Time and Part Time Dog Control Officer, Vacation Coverage and Admin Clerk (30%).

**Pound & Dog Control costs:** Kennel and Veterinarian services.

**Other expense:** One truck lease and maintenance, insurance, and feral cats.

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**DEPARTMENT ADMIN. COSTS (cont.)**

**REF # 26**

		<b>RECREATION SERVICES</b>				
<b>Expenses:</b>	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Salaries	245,361	203,411	249,000	253,396	0	253,396
Part-time salaries	25,000	0	33,239	38,600	0	38,600
Benefits	46,450	35,084	52,626	47,565	0	47,565
Telephone	6,000	3,692	5,539	5,600	0	5,600
Office supplies	3,200	3,648	5,473	4,000	0	4,000
Advertising	5,500	2,235	3,353	5,500	0	5,500
Membership Fees	2,500	860	1,290	2,500	0	2,500
Training and development	4,000	1,950	2,924	4,000	0	4,000
Travel	5,000	3,566	5,348	5,300	0	5,300
Magazines and Miscellaneous	500	108	163	500	0	500
Volunteer Reception	2,400	917	917	2,400	0	2,400
Recreation Workshops	2,000	97	145	2,000	0	2,000
Education and Promotions	13,000	5,716	8,574	12,000	0	12,000
4 on 4 hockey	17,300	1,746	17,000	17,300	0	17,300
Afterschool program	30,000	18,313	35,981	32,000	0	32,000
Mayor's Challenge	4,500	1,093	3,200	4,500	0	4,500
Community Events	22,500	18,506	18,848	22,000	0	22,000
Active Communities Program	56,200	17,357	48,041	55,500	0	55,500
Active Transportation	18,000	572	13,600	13,000	0	13,000
Art Purchase Program	3,000	761	943	3,000	0	3,000
Summer Day Camps	50,000	58,727	53,962	50,000	0	50,000
After the Bell	4,500	2,918	4,500	4,500	0	4,500
<b>Subtotal</b>	<b>566,911</b>	<b>381,277</b>	<b>564,666</b>	<b>585,161</b>	<b>0</b>	<b>585,161</b>
<b>Revenues:</b>						
Provincial Funding	(88,000)	(24,620)	(35,510)	(56,000)	0	(56,000)
Community Events	(13,000)	(1,100)	(11,756)	(14,500)	0	(14,500)
4 on 4 Hockey	(8,400)	0	(10,187)	(8,400)	0	(8,400)
Babes on Blades	(2,500)	(11,354)	(1,410)	(2,600)	0	(2,600)
Afterschool Program	(38,000)	0	(32,607)	(32,500)	0	(32,500)
Active Communities	(40,500)	(31,877)	(38,847)	(25,900)	0	(25,900)
Summer Day Camps	(24,000)	(23,214)	(26,294)	(25,000)	0	(25,000)
After the Bell	(4,500)	0	(5,865)	(4,500)	0	(4,500)
<b>Subtotal</b>	<b>(218,900)</b>	<b>(92,165)</b>	<b>(162,476)</b>	<b>(169,400)</b>	<b>0</b>	<b>(169,400)</b>
<b>Total</b>	<b>348,011</b>	<b>289,112</b>	<b>402,190</b>	<b>415,761</b>	<b>0</b>	<b>415,761</b>



MUNICIPALITY OF THE COUNTY OF COLCHESTER

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DEPARTMENT ADMIN COSTS (cont.)

REF # 26

RECREATION

Recreation Services is involved in both programming and facilitation of recreation and leisure activities. Programs include the Community Events (Mayor's Challenge), Active Communities, Active Transportation, use of schools for recreational purposes, and the Trails Program. In addition, the Department continues its active involvement with Nelson Memorial, Five Islands Lighthouse Park, and Stewiacke River parks. The Department works with the organizations responsible for the operation of three community rinks and continues its facilitation role with community groups and organizations.

**Salaries:** Recreation Manager, Parks & Trails Coordinator, Active Communities Coordinator and Recreation Assistant.

**Part-time Salaries:** Summer Intern, support staff for active communities projects (Multisport and Learn to Skake) Casual staff during busy times, special events coordinator for the summer.

**Advertising costs:** For Provincial volunteer week, Royal Pettigrew Award, Art Purchase Program, seminars, and advertising for parks and trails etc. Advertising is also done for Doers Dreamers, Truro Daily News, the Shoreline, and the Light, and the HUB.

**Education & Promotions:** Fundy Connect (online), promotion of events throughout the year, trail maps, trail signage, update park plan and trail plan. Education and Promotion around the Physical Activity Plan (getting people more active), which is part of the Municipal Physical Activity Plan and around volunteer support and support for non profits.

**Mayor's Challenge:** Mayor's Challenge Curling Event, June "Recreation Month" activities, "Take the Roof off of Winter!", treasure chest equipment and prizes for events. The purpose and expected outcome of these programs are to increase events around the County.

**Active Communities Program:** The Adult/Senior fitness program takes place in Old Barns and Stewiacke. As well, we have fitness programs with SCA, Economy, Tatamagouche, as well as implementing Physical Activity Plans in other areas. The plan for the upcoming fiscal year is to continue the Thrive program for access to facilities for schools and continue to increase programs and youth programs. This is also identified in the physical activity plan for the recreation department. We will also be involved in an afterschool program that is targeting junior high school kids.

**Active Transportation Program:** Bike week, "Share the Road" signage and promotion, "Step into Spring" program, helmet safety, bike racks, AT Week, Active Transportation initiatives, AT plan, this will be fifth year for our mobile skate park.

**Art Purchase Program:** Purchase of a painting, opening of Art Acquisition expenses, and brochures, as well as a reception event.

**Summer Day Camps:** Costs are for operating summer day camps, net of recoveries. Camps are: "Running in the Sun" camps - 8 weeks with 2 camps in each week. Covers expenses, staff, travel, honorariums to schools and junior volunteers. This initiative spreads camps around the County.

**Revenue:** MPAL (Municipal Physically Active Leadership) funding from the Province in the amount of \$25,000 for salaries. Thrive grant for access to schools (\$16,000) and grant for the after school program from CCRSB (\$33,000). Federal funding for summer students (\$4,620), province for multisport (\$1,500).

**MUNICIPALITY OF THE COUNTY OF COLCHESTER**

**2019-2020 OPERATING BUDGET**

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**DEPARTMENT ADMIN. COSTS (cont.)**

REF # 27

FACILITY COSTS						
2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET	
Salaries	82,582	51,916	77,874	82,063	0	82,063
Benefits	20,645	12,499	18,749	20,515	0	20,515
Electricity	33,828	16,004	24,006	30,000	0	30,000
Furnace oil	29,750	7,309	10,964	30,000	0	30,000
Water	0	0	0	0	0	0
Maintenance and supplies	65,000	37,202	55,803	60,000	0	60,000
Insurance	7,000	7,977	7,977	8,000	0	8,000
Telephone	1,100	604	906	1,000	0	1,000
Miscellaneous	0	1,991	1,991	0	0	0
Capital out of revenue	0	0	0	0	0	0
<b>Subtotal</b>	<b>239,905</b>	<b>135,502</b>	<b>198,270</b>	<b>231,578</b>	<b>0</b>	<b>231,578</b>
PNS Rental	(103,590)	(58,681)	(88,022)	(103,590)	0	(103,590)
<b>Total</b>	<b>136,315</b>	<b>76,821</b>	<b>110,248</b>	<b>127,988</b>	<b>0</b>	<b>127,988</b>

**Courthouse:**

**Courthouse:**

**Wages:** 2 positions- Janitor and Cleaner.

**Telephone:** For answering service coverage off hours and the elevator emergency phone.

**Maintenance and Supplies:** Includes Maintenance and repairs to the building, including heating systems, plumbing, and electrical.

**PNS Rental:** For probate/prothonotary area in basement, and courtrooms on second floor.

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**DEPARTMENT ADMIN. COSTS (cont.)**

REF # 28

TAX EXEMPTION- BYLAW						
	2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET
Non-Profit	210,000	205,497	205,497	207,500	0	207,500
Water utilities	28,140	28,019	28,019	28,019	0	28,019
Registered charities	91,000	91,319	91,319	99,000	0	99,000
<b>Total</b>	<b>329,140</b>	<b>324,835</b>	<b>324,835</b>	<b>334,519</b>	<b>0</b>	<b>334,519</b>

Under Section 71 of the Municipal Government Act, Council has enacted a bylaw to exempt property of non-profit organizations, registered charities, and Tatamagouche Water Utility.

REF # 29

OTHER FISCAL CHARGES						
	2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET
Employee Benefits Pension	25,000	0	100,000	50,845	0	50,845
Sick Leave Benefit Adjustment	0	0	0	0	0	0
Uncollectible Taxes	10,000	0	10,000	10,000	0	10,000
<b>Total</b>	<b>35,000</b>	<b>0</b>	<b>110,000</b>	<b>60,845</b>	<b>0</b>	<b>60,845</b>

**Employee Benefits Pension:** Annually, the accrued pension benefit obligation (liability) is increased or decreased to comply with Public Sector Accounting Standards. The latest actuarial valuation (2016), resulted in a pension surplus of \$308,960. This compares to a shortfall of \$33,701 on the 2013 actuarial report. The actuarial reports assume a plan return of 5.75%. Currently there are no special payments required by the County to the plan.

**Allowance for Uncollectible Taxes:** This budget is set under Council policy. It is expected that the allowance may be reduced to the minimum allowed under the policy (\$150,000), a budget amount is estimated for tax write-offs in 2019/20.

**MUNICIPALITY OF THE COUNTY OF COLCHESTER**

**2019-2020 OPERATING BUDGET**

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REF # 30

<b>CENTRAL DISPATCH/EMERGENCY MANAGEMENT</b>						
<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>	

**Central Dispatch:**

Answering Service	96,400	66,625	100,500	103,500	0	103,500
Telephone	27,000	15,302	22,953	27,000	0	27,000
Electricity	1,500	750	1,125	1,500	0	1,500
<b>Subtotal</b>	<b>124,900</b>	<b>82,677</b>	<b>124,578</b>	<b>132,000</b>	<b>0</b>	<b>132,000</b>

**Other Costs:**

Colchester Search and Rescue	24,000	35,000	35,000	35,000	0	35,000
Radio License Fees	27,000	21,504	6,282	6,500	0	6,500
Operating Grant - Vol Fire Depts	42,000	38,519	38,519	42,000	0	42,000
Base Level of Service	0	0	0	0	0	0
Special Hazards Response Unit	47,500	26,006	39,009	48,000	0	48,000
Notification subscription	19,000	0	0	19,000	0	19,000
EMO	16,000	13,329	17,500	16,000	0	16,000
EMO (Non-Shared)	27,000	11,280	22,500	27,000	0	27,000
<b>Subtotal</b>	<b>202,500</b>	<b>145,638</b>	<b>158,810</b>	<b>193,500</b>	<b>0</b>	<b>193,500</b>
EMO cost sharing recovery	(8,800)	(2,962)	(9,625)	(8,800)	0	(8,800)
<b>Subtotal -Net</b>	<b>193,700</b>	<b>142,676</b>	<b>149,185</b>	<b>184,700</b>	<b>0</b>	<b>184,700</b>

**Protective services:**

Salaries	45,882	28,648	42,972	46,914	0	46,914
Employee Benefits	11,395	6,619	9,929	10,840	0	10,840
Telephone	0	0	0	0	0	0
Office Supplies/Misc	5,000	3,500	4,919	5,000	0	5,000
Radio/Signalling/Repairs	30,250	1,395	1,982	20,250	0	20,250
Training & Development	4,000	276	500	6,000	0	6,000
Travel Expenses	2,500	337	337	1,200	0	1,200
<b>Subtotal</b>	<b>99,027</b>	<b>40,775</b>	<b>60,639</b>	<b>90,204</b>	<b>0</b>	<b>90,204</b>

<b>Total</b>	<b>417,627</b>	<b>266,128</b>	<b>334,402</b>	<b>406,904</b>	<b>0</b>	<b>406,904</b>
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**MUNICIPALITY OF THE COUNTY OF COLCHESTER**

**2019-2020 OPERATING BUDGET**

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**PAGE 29**

**CENTRAL DISPATCH/EMER MGMT COSTS (cont.)**

**REF # 30**

**Central Dispatch:**

Answering Service - The Municipality negotiated a new contract with Valley Communications effective November 1st, 2017. The contract is for 4 years until October 31, 2021. Budget is based on anticipated pricing in new contract.

**Other costs:**

**Colchester Search and Rescue:** In 2018/19 Council approved a new funding arrangement. For 2019/2020, the annual grant is 35,000.

**Radio license fees** are paid by the County for fire brigades per agreement between CFFA and Council, for frequencies and mobile units.

**Operating Grants:** Operating Grants paid in 2018/19 were: Economy Fire \$15,799 and Five Islands Fire \$22,720.

**Special Hazards Response Unit:**

The costs for the Special Hazards Response Unit represents the costs of operating the former public works building in Bible Hill and vehicle coverage for SHRU's vehicles under the County's insurance policy.

**EMO:** For EMO, Truro (45%) and Stewiacke (10%) partner in sharing the service and costs associated with the program. The budget reflects the County's share of operating costs.

**Protective services:** This position is covered by 70% by the GIS Technician.

**Training and Development:** Conferences and NFPA reference materials.

**Travel:** For travel to meetings with Colchester's Emergency Services and other meetings.

**MUNICIPALITY OF THE COUNTY OF COLCHESTER**

**2019-2020 OPERATING BUDGET**

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**PROTECTIVE SERVICES (continued):**

**REF # 31**

<b>FLOOD ADVISORY PROGRAM</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Flood Advisory Program	100,000	16,565	50,000	0	100,000	100,000

Based on Flood Advisory Committee input for the main program, council will receive an annual report recommending program expenditures.

**REF # 32**

<b>MAJOR FLOOD PROGRAM</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
<b>Expenses:</b>						
Major Flood Expenses	0	5,868	25,000	0	75,000	75,000
<b>Subtotal</b>	<b>0</b>	<b>5,868</b>	<b>25,000</b>	<b>0</b>	<b>75,000</b>	<b>75,000</b>
<b>Revenues:</b>						
Major Flood Revenues	-	-	(25,000)	0	(75,000)	(75,000)
<b>Subtotal</b>	<b>-</b>	<b>-</b>	<b>(25,000)</b>	<b>0</b>	<b>(75,000)</b>	<b>(75,000)</b>
<b>Net</b>	<b>0</b>	<b>5,868</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Major Flood program is cost shared with the Province and the Town of Truro. Net cost to the Municipality is transferred from the Major Flood reserve.

**REF # 33**

<b>UNSIGHTLY PREMISES</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Unsightly premises	500	0	0	500	0	500

Under County by-laws, complaints of unsightly premises are investigated and the owners are requested to voluntarily clean their property. If this is not done, the County may intervene and clean the property and, in turn, invoice the owner. Under legislation, this is a lien on the property and the County may put the property up for tax sale, if unpaid. Nominal amount budgeted as clean up costs are billed back to the property owner.

**MUNICIPALITY OF THE COUNTY OF COLCHESTER**

**2019-2020 OPERATING BUDGET**

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REF # 34

**TRANSPORTATION SERVICES**

ROAD TRANSPORTATION					
2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET

<b>Internal:</b>						
Salaries (summer and winter)	237,476	126,203	237,476	257,832	0	257,832
Benefits (summer and winter)	54,523	29,726	44,589	54,145	0	54,145
Maintenance	82,000	39,296	58,944	90,000	0	90,000
Summer Mowing Program	20,000	21,933	23,000	25,000	0	25,000
Salt and Sand	50,000	0	60,000	50,000	0	50,000
Dust Control	13,000	0	13,000	13,000	0	13,000
Vehicle Maintenance (Winter)	25,000	10,108	25,000	25,000	0	25,000
Fuel	25,000	4,761	25,000	25,000	0	25,000
Insurance/Telephone/Misc	8,500	2,415	6,793	8,460	0	8,460
Street repaving reserve	150,000	150,000	150,000	150,000	0	150,000
Vehicle reserve allocation	70,500	70,500	70,500	63,788	0	63,788
<b>Subtotal</b>	<b>735,999</b>	<b>454,942</b>	<b>714,302</b>	<b>762,225</b>	<b>0</b>	<b>762,225</b>
<b>External:</b>						
PNS transport fee	565,350	423,996	565,328	576,634	0	576,634
<b>Frontage:</b>						
Street Paving	20,484	0	20,484	20,484	0	20,484
<b>Total</b>	<b>1,321,833</b>	<b>878,938</b>	<b>1,300,114</b>	<b>1,359,343</b>	<b>0</b>	<b>1,359,343</b>

REF # 35

STREET LIGHTING					
2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET

Street lighting	4,200	2,567	3,850	4,200	0	4,200
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**MUNICIPALITY OF THE COUNTY OF COLCHESTER  
2019-2020 OPERATING BUDGET**

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**REF # 34  
TRANSPORTATION SERVICES (continued)**

**ROAD TRANSPORTATION**

**Salary (Winter & Summer):** 30% Operations Manager, 30% Site Supervisor, 30% of Wastewater collection staff, 100 % of wastewater winter casual

**Streets, Maintenance:** To include all road repair such as rentals, patching, ditching, signs, crack filling and minor improvements. Excludes fuel and labour.

**Salt and Sand:** Includes salt and sand for roads only, excludes sidewalks.

**Summer Mowing Program:** Includes all mowing expenses such as fuel for mowing equipment, rental truck for mowing and mowing equipment repairs.

**Streets, Vehicle Maintenance:** Includes vehicle repair bills from December 1 to March 31 (Winter Roads). Vehicle repairs from April 1 to November 30 are relating to Sewage Collection.

**Fuel:** Reflects fuel used for winter maintenance. Any summer fuel goes to mowing.

**Telephone:** 50% of cell phone bills charged to Roads (11 phones x \$60 per month x 50% = \$3,960, plus 3 GPS bills (3 @ \$40/month).

**Street Re- Paving Reserve:** A reserve has been established to re-pave County owned streets.

**External:**  
Under Service Exchange in 1995/96, the County was assessed for the cost of maintenance of Class J roads.

**Frontage:**  
Street Paving projects are being amortized over 10 years. These are frontage charges on streets which were paved on a cost shared basis with the Province. Offsetting revenue is shown under Street Frontages.

**REF # 35  
STREET LIGHTING**

Budget reflects the costs for street lights installed at specific County locations, for safety purposes.



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<b>SEWAGE TREATMENT - CENTRAL COLCHESTER</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Salaries	331,511	223,900	335,850	343,335	0	343,335
Benefits	58,245	41,056	61,584	68,667	0	68,667
Maintenance	280,500	103,409	336,636	281,000	0	281,000
Lab supplies/testing	51,000	27,322	40,983	51,000	0	51,000
Electricity	580,000	379,412	569,118	569,118	0	569,118
Telephone Total	7,000	5,447	8,170	12,000	0	12,000
Office supplies	5,000	1,559	2,339	5,000	0	5,000
Chemicals	103,500	42,453	101,658	102,000	0	102,000
Sludge disposal/trucking	405,750	242,906	369,770	365,000	0	365,000
Vehicles/gas	12,000	7,449	11,173	13,200	0	13,200
Training and development Total	11,500	5,060	5,376	12,500	0	12,500
Public education	500	181	271	500	0	500
Insurance	31,559	32,046	32,046	33,000	0	33,000
Miscellaneous	12,000	5,979	16,956	26,000	0	26,000
Consulting	10,000	753	1,130	10,000	0	10,000
Vehicle Reserve Allocation	10,840	10,840	10,840	10,743	0	10,743
Capital Out of Revenue	0	0	0	0	0	0
<b>Subtotal</b>	<b>1,910,905</b>	<b>1,129,772</b>	<b>1,903,900</b>	<b>1,903,063</b>	<b>0</b>	<b>1,903,063</b>
Town of Truro	955,453	398,366	951,950	951,532	0	951,532
Other Recoveries	50,000	32,430	48,645	50,000	0	50,000
<b>Subtotal</b>	<b>1,005,453</b>	<b>430,796</b>	<b>1,000,595</b>	<b>1,001,532</b>	<b>0</b>	<b>1,001,532</b>
<b>Total</b>	<b>905,452</b>	<b>698,976</b>	<b>903,305</b>	<b>901,532</b>	<b>0</b>	<b>901,532</b>

<b>FINANCING - INTEREST CHARGES</b>						
Sewer Trunk Line Debt: I	0					0
WWTF Debt(4) I	89,072	0	89,072	85,704		85,704
WWTF Debt (5) I	55,635	0	55,635	54,039		54,039
<b>Subtotal</b>	<b>144,707</b>	<b>0</b>	<b>144,707</b>	<b>139,743</b>	<b>0</b>	<b>139,743</b>
Less:						
Town of Truro - WWTF (4) I	89,072	0	89,072	85,704		85,704
Town of Truro - WWTF (5) I	27,818	0	25,262	24,538		24,538
<b>Recoveries subtotal</b>	<b>116,890</b>	<b>0</b>	<b>114,334</b>	<b>110,242</b>	<b>0</b>	<b>110,242</b>
<b>Financing - net</b>	<b>27,818</b>	<b>0</b>	<b>30,373</b>	<b>29,501</b>	<b>0</b>	<b>29,501</b>
<b>Total</b>	<b>933,270</b>	<b>698,976</b>	<b>933,678</b>	<b>931,032</b>	<b>0</b>	<b>931,032</b>

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**SEWAGE TREATMENT-MARSHLAND DRIVE LIFT STATION/TRUNKLINE**

	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Salaries	27,536	15,767	23,650	28,513	0	28,513
Benefits	6,208	3,695	5,542	6,273	0	6,273
Maintenance	25,700	3,546	7,500	25,700	0	25,700
Electricity	27,000	19,052	28,578	29,000	0	29,000
Telephone	0	444	666	0	0	0
Office Supplies	100	3	5	100	0	100
Public Education	500	0	0	500	0	500
Vehicle/Gas	2,300	357	535	2,350	0	2,350
Insurance	1,826	1,851	1,851	1,851	0	1,851
Capital Out of Revenue	0	0	0	0	0	0
Transfer to vehicle reserve	2,281	2,281	2,281	2,251	0	2,251
Miscellaneous	800	0	0	1,200	0	1,200
<b>Subtotal</b>	<b>94,251</b>	<b>46,996</b>	<b>70,608</b>	<b>97,738</b>	<b>0</b>	<b>97,738</b>
Less: Town of Truro recovery	47,126	23,498	35,304	48,869	0	48,869
<b>Total</b>	<b>47,126</b>	<b>23,498</b>	<b>35,304</b>	<b>48,869</b>	<b>0</b>	<b>48,869</b>

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**SEWAGE TREATMENT- CENTRAL COLCHESTER**

**Salaries:** Salary allocation has been adjusted to reflect proper percentages. On a go-forward basis, the allocations will be: Wastewater Treatment Manager (73%), 4 Process Technicians (60%), 3 Plant Maintenance Workers (40%), Custodial Maintenance Worker (35%), Wastewater Treatment Maintenance Supervisor (40%), .5% of Wastewater collection staff, and one summer student. Allowance for overtime and call backs. Also includes Director of Public Works salary (10%).

**Maintenance:** Budget reflects basic ongoing maintenance of the headworks, the treatment facility, and the bio solids building.

**Electricity:** To allow for anticipated power rate increases and power required due to upgrades (UV, EQ pumps, blowers, and screen).

**Chemicals:** For chemicals required in the operation of the plant.

**Sludge Disposal/Trucking:** Reflects current cost of service. Sludge going to Envirem in Miramichi

**Training and Development:** Additional certification training in wastewater treatment, plus additional process staff.

**Consulting Services:** A budget of \$10,000 has been included for small scale projects.

**Vehicles/Gas:** Maintenance and fuel for 4 vehicles.

**Vehicle Reserve Allocation:** Annual allocation to reserve for replacement of vehicles.

**Revenues:** Based on agreement with the Town of Truro on cost sharing at 50%.

**REF # 37**

**MARSHLAND DRIVE LIFT STATION/TRUNKLINE**

**Salaries:** Wastewater Treatment Manager (2%), Wastewater Treatment Maintenance Supervisor (5%), 3 Plant Maintenance Workers (10%), and Custodial worker (3%), .5% of Wastewater collection staff.

**Maintenance:** To clean the wet well and inspect the pumps and vibration analysis.

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<b>SEWAGE TREATMENT - LIFT STATIONS</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Salaries	77,573	36,062	54,095	79,979	0	79,979
Benefits	16,877	7,993	11,990	17,595	0	17,595
Electricity	47,250	18,272	38,000	40,000	0	40,000
Maintenance	35,300	25,424	38,137	40,300	0	40,300
Lab tests/supplies	4,500	1,954	2,932	4,500	0	4,500
Insurance	2,600	2,316	2,316	2,600	0	2,600
Telephone	1,650	555	832	1,800	0	1,800
Safety clothing and equipment	9,500	906	9,743	11,400	0	11,400
Training and development	2,000	965	1,448	2,000	0	2,000
Travel	200	12	18	200	0	200
Vehicle/gas	9,500	6,091	9,137	10,500	0	10,500
Capital out of revenue	0	0	0	0	0	0
Vehicle reserve allocation	17,326	17,326	17,326	17,000	0	17,000
<b>Total</b>	<b>224,276</b>	<b>117,876</b>	<b>185,974</b>	<b>227,874</b>	<b>0</b>	<b>227,874</b>

Responsibility for the lift stations is with the workers reporting to the Wastewater Treatment Maintenance Supervisor (Central Colchester Wastewater Treatment Facility).

**Salaries:** Wastewater Treatment Manager (5%), Public Works Director (10%), and 3 Plant Maintenance Workers (18%), one Plant Supervisor (15%) and .5% of Wastewater collection staff.

**Maintenance :** Budget amount includes regular maintenance to the lift stations and repairs to the roof.

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<b>SEWAGE TREATMENT PLANT- BROOKFIELD</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Salaries	58,728	31,589	47,384	60,740	0	60,740
Benefits	11,721	7,078	10,617	12,148	0	12,148
Maintenance	21,300	16,494	17,203	21,300	0	21,300
Lab testing/supplies	5,500	3,353	5,029	6,250	0	6,250
Sludge disposal/transport	10,000	5,392	9,647	10,000	0	10,000
Electricity	32,500	14,340	30,000	32,500	0	32,500
Telephone	3,000	1,516	2,274	4,080	0	4,080
Office supplies	200	7	10	200	0	200
Training and development	1,000	515	772	1,000	0	1,000
Consultants	0	0	0	0	0	0
Public education	500	18	27	500	0	500
Travel	300	154	231	300	0	300
Vehicle/gas	300	205	308	750	0	750
Vehicles/gas	500	104	156	500	0	500
Vehicle/gas	800	563	844	1,000	0	1,000
Insurance	1,004	728	728	1,004	0	1,004
Miscellaneous	2,300	1,292	1,938	1,700	0	1,700
Capital out of revenue	0	0	0	0	0	0
Vehicle reserve allocation	3,458	3,458	3,458	3,535	0	3,535
<b>Total</b>	<b>153,111</b>	<b>86,806</b>	<b>130,626</b>	<b>157,507</b>	<b>0</b>	<b>157,507</b>

**Salaries:** Director of Public Works (2.5%), Wastewater Treatment Manager (5%),  
Wastewater Treatment Maintenance Supervisor (10%), 3 Plant Maintenance Workers (8%),  
Custodial Maintenance Worker (4%), 4 Process Technicians (10%), .5% of Wastewater collection staff.

**Vehicle Reserve Allocation:** Annual allocation to reserve for replacement of vehicles.

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<b>SEWAGE TREATMENT PLANT- GREAT VILLAGE</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Salaries	58,728	31,589	47,384	60,740	0	60,740
Benefits Total	11,721	7,078	10,617	12,148	0	12,148
Maintenance	18,700	5,237	12,616	18,700	0	18,700
Lab testing/Supplies	4,600	1,969	2,953	4,800	0	4,800
Sludge disposal/transport	3,500	1,066	3,159	4,500	0	4,500
Electricity	9,000	5,770	8,655	9,000	0	9,000
Telephone	3,000	1,551	2,327	4,080	0	4,080
Office supplies	200	7	10	200	0	200
Training and development	2,000	965	1,448	2,000	0	2,000
Public education	500	18	27	1,000	0	1,000
Travel	300	179	269	300	0	300
Vehicles/gas	1,800	1,400	2,100	2,450	0	2,450
Insurance	1,600	1,543	1,543	1,600	0	1,600
Miscellaneous	2,300	927	1,390	1,000	0	1,000
Capital out of revenue	0	0	0	0	0	0
Vehicle reserve allocation	3,458	3,458	3,458	3,535	0	3,535
<b>Total</b>	<b>121,407</b>	<b>62,757</b>	<b>97,956</b>	<b>126,053</b>	<b>0</b>	<b>126,053</b>

**Salaries:** Director of Public Works (2.5%), Wastewater Treatment Manager (5%),  
Wastewater Treatment Maintenance Supervisor (10%), 3 Plant Maintenance Workers (8%),  
Custodial Maintenance Worker (4%), 4 Process Technicians (10%), .5% of Wastewater collection staff.

**Vehicle Reserve Allocation:** Annual allocation to reserve for replacement of vehicles.

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<b>SEWAGE TREATMENT PLANT - TATAMAGOUCHE</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Salaries	55,791	29,830	44,744	57,690	0	57,690
Benefits	11,135	6,659	9,989	11,538	0	11,538
Maintenance	73,200	5,573	8,361	22,700	0	22,700
Lab testing/supplies	6,200	4,040	6,059	6,800	0	6,800
Sludge disposal/transport	27,500	28,879	44,879	46,000	0	46,000
Electricity	13,000	13,090	19,635	20,000	0	20,000
Telephone	2,500	1,337	2,006	4,080	0	4,080
Office supplies	200	7	10	200	0	200
Training and development	1,000	515	772	1,000	0	1,000
Public education	1,000	34	50	1,000	0	1,000
Travel	500	559	839	800	0	800
Vehicles/gas	2,500	1,002	1,503	3,100	0	3,100
Insurance	3,800	3,857	3,857	3,900	0	3,900
Miscellaneous	2,300	1,350	2,024	1,700	0	1,700
Capital out of revenue	0	0	0	0	0	0
Vehicle reserve allocation	3,458	3,458	3,458	3,535	0	3,535
<b>Total</b>	<b>204,084</b>	<b>100,190</b>	<b>148,186</b>	<b>184,043</b>	<b>0</b>	<b>184,043</b>

**Salaries:** Director of Public Works (2.5%), Wastewater Treatment Manager (5%), Wastewater Treatment Maintenance Supervisor (10%), 3 Plant Maintenance Workers (8%), Custodial Maintenance Worker (4%), 4 Process Technicians (10%), .5% of Wastewater collection staff.

**Maintenance:** includes \$5,000 for snow removal. Tank cleaning deferred to 2020-2021

**Vehicle Reserve Allocation:** Annual allocation to reserve for replacement of vehicles.

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<b>SEWAGE TREATMENT PLANT - DEBERT</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Salaries	58,728	31,589	47,384	60,740	0	60,740
Benefits	11,721	7,078	10,617	12,148	0	12,148
Maintenance	21,500	3,924	13,116	21,500	0	21,500
Lab testing/supplies	10,000	5,661	8,493	10,000	0	10,000
Sludge disposal/transport	10,500	7,801	11,560	13,000	0	13,000
Electricity	23,000	15,205	22,807	23,000	0	23,000
Telephone	2,100	1,110	2,500	8,112	0	8,112
Office supplies	200	7	10	200	0	200
Training and development	1,000	515	772	1,000	0	1,000
Public education	500	18	27	500	0	500
Travel	300	190	285	400	0	400
Vehicles/gas	1,900	842	1,263	2,450	0	2,450
Insurance	1,600	1,623	1,623	1,600	0	1,600
Miscellaneous	2,300	454	681	1,700	0	1,700
Consulting	7,500	0	0	10,000	0	10,000
Capital out of revenue	0	0	0	0	0	0
Vehicle reserve allocation	3,458	3,458	3,458	3,535	0	3,535
<b>Subtotal</b>	<b>156,307</b>	<b>79,475</b>	<b>124,596</b>	<b>169,885</b>	<b>0</b>	<b>169,885</b>
Sewer Discharge recovery	32,000	21,819	32,729	30,000	0	30,000
<b>Total</b>	<b>124,307</b>	<b>57,656</b>	<b>91,867</b>	<b>139,885</b>	<b>0</b>	<b>139,885</b>

**Salaries:** Director of Public Works (2.5%), Wastewater Treatment Manager (5%),  
Wastewater Treatment Maintenance Supervisor (10%), 3 Plant Maintenance Workers (8%),  
Custodial Maintenance Worker (4%), 4 Process Technicians (10%), .5% of Wastewater collection staff.

**Vehicle Reserve Allocation:** Annual allocation to reserve for replacement of vehicles.

**Sewer Discharge Recovery:** Discharge of wastewater into Debert Sewer System.



**MUNICIPALITY OF THE COUNTY OF COLCHESTER  
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<b>PUBLIC WORKS BUILDING</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Maintenance	14,000	7,319	12,500	14,000	0	14,000
Heat & Lights	20,000	8,429	22,000	20,000	0	20,000
Cleaning services	20,000	13,121	19,682	20,000	0	20,000
Telephone/Internet	2,000	1,313	1,969	2,328	0	2,328
Office Supplies	2,000	759	1,500	2,000	0	2,000
Insurance	6,400	6,421	6,421	6,400	0	6,400
Miscellaneous	1,000	182	273	1,000	0	1,000
Capital out of Revenue	0	0	0	0	0	0
Vehicle Reserve Allocation	5,000	5,000	5,000	5,124	0	5,124
Shop Equipment/Tools	8,000	1,695	6,000	8,000	0	8,000
<b>Subtotal</b>	<b>78,400</b>	<b>44,239</b>	<b>75,345</b>	<b>78,852</b>	<b>0</b>	<b>78,852</b>
Less:						
Allocation to sewage collection	39,200	22,120	37,673	39,426	0	39,426
<b>Total - Net</b>	<b>39,200</b>	<b>22,120</b>	<b>37,673</b>	<b>39,426</b>	<b>0</b>	<b>39,426</b>

**Telephones:** For high speed internet connection.

**Vehicle Reserve Allocation:** Annual allocation to reserve for replacement of vehicles.

**Costs are split 50% with Sewage Collection**

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**SOLID WASTE :  
REF # 44**

RESIDUAL DISPOSAL					
2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET

**REGIONAL BALEFILL FACILITY:**

Salaries	725,703	436,961	695,124	758,029	0	758,029
Benefits	137,129	81,623	122,435	143,175	0	143,175
Electricity	90,000	46,472	87,136	90,000	0	90,000
Heating	50,000	4,119	26,178	40,000	0	40,000
Baler maintenance & operations	90,000	26,110	85,165	70,000	0	70,000
Operations maintenance	110,000	67,322	100,983	110,000	0	110,000
Turbine Maintenance	0	6,101	9,151	10,000	0	10,000
Baling wire	50,000	44,323	44,323	50,000	0	50,000
Sampling	60,000	45,618	68,427	70,000	0	70,000
Leachate disposal	15,000	631	946	13,500	0	13,500
C&D waste processing	35,000	0	42,500	42,500	0	42,500
Site maintenance	15,000	14,261	21,392	15,000	0	15,000
Insurance	80,000	80,604	80,604	81,000	0	81,000
Legal Services	10,000	9,194	13,791	5,000	0	5,000
Telephone	12,000	4,457	6,685	8,000	0	8,000
Vehicles/Equip. maintenance	150,000	86,641	129,962	136,000	0	136,000
Fuels	75,000	58,111	51,667	50,000	0	50,000
Truck lease/rentals	10,000	1,209	1,813	10,000	0	10,000
Office expenses	5,000	4,160	6,241	7,000	0	7,000
Safety clothing	12,000	9,251	11,101	12,000	0	12,000
Training and development	13,500	3,960	5,940	8,500	0	8,500
Chemicals	0	0	0	0	0	0
Miscellaneous	9,500	4,822	7,626	46,000	0	46,000
Waste disposal consulting	15,000	10,429	15,643	15,000	0	15,000
Capital out of revenue	0	0	0	0	0	0
Equipment replacement reserve	103,200	57,576	103,200	108,000	0	108,000
Closure liability	62,500	0	62,500	62,500	0	62,500
Liner replacement reserve	172,000	95,960	172,000	180,000	0	180,000
Balefill capital reserve	103,200	57,576	103,200	108,000	0	108,000
Electricity-leachate treatment plant	12,000	1,431	2,146	12,000	0	12,000
Maintenance-leachate treatment plant	25,000	2,313	18,565	20,000	0	20,000
<b>Subtotal</b>	<b>2,247,732</b>	<b>1,261,235</b>	<b>2,096,444</b>	<b>2,281,204</b>	<b>0</b>	<b>2,281,204</b>

Tipping Fees	2,662,000	1,650,704	2,306,000	2,508,800	0	2,508,800
Scrap Metal Processing	37,500	79,064	79,064	75,000	0	75,000
<b>Subtotal</b>	<b>2,699,500</b>	<b>1,729,768</b>	<b>2,385,064</b>	<b>2,583,800</b>	<b>0</b>	<b>2,583,800</b>

<b>Subtotal -Net</b>	<b>(451,768)</b>	<b>(468,533)</b>	<b>(288,620)</b>	<b>(302,596)</b>	<b>-</b>	<b>(302,596)</b>
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**CLOSED SITES:**

County Sites subtotal	87,500	24,234	24,234	29,600	-	29,600
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<b>(Profit)/Los</b>	<b>Total</b>	<b>(364,268)</b>	<b>(444,299)</b>	<b>(264,386)</b>	<b>(272,996)</b>	<b>0</b>	<b>(272,996)</b>
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SOLID WASTE :  
REF #44

RESIDUAL DISPOSAL (continued)

**Regional Balfill Facility-**

Salaries are for 11.1 permanent positions (Director of Solid Waste, Balfill Site Manager, equipment mechanic, baler operator, scale house operator, 4 mobile equipment operators, 1 utility worker, 1 scale house/utility worker and .8125 cleaner). Other Staff Salaries are for casual coverage and a litter picker. Administration Staff and Solid Waster Maintenance Supervisor is shared 65% with the Materials Recovery Facility and 10% with Compost Facility.

**Baler Maintenance and Operation:** Includes the cost of annual Baler maintenance as well as concrete repairs around the baler.

**Operations Maintenance:** To reflect continuing regular maintenance and operations for the building and property.

**Sampling:** This amount includes scheduled and unscheduled sampling. Unscheduled costs are above and beyond the quoted amount.

**Leachate Disposal:** Leachate is treated on site and piped through sewer systems to Central Wastewater Treatment Plant. Amount in budget is for transport from the tip floor area to the cell, and also includes transport to a manhole during pump/line maint. or breakdowns.

**C & D Waste Processing:** Expense for wood processing as required and when markets are available.

**Contracted Site Work:** Includes any contracted out site work for the Balfill Facility, C&D site or Leachate Plant including annual/bi-annual road grading and dust control.

**Vehicles/Equipment Maintenance:** Maintenance costs for vehicles and site mobile equipment.

**Safety Clothing/Equipment:** A large portion of this cost is for approved safety masks. Also includes gloves, coveralls, workboots, hard hats, safety glasses, ear plugs, etc.

**Waste Disposal Consulting:** A nominal budget amount is included for 2018/19 as part of the Waste to Energy project based on the 2014/2015 feasibility study which was conducted. Ongoing investigations regarding LD#3 concerns and also any other engineer services that may be required on site.

**Capital Equipment From Revenue:** Budget reflects purchase of new capital equipment.

**Equipment Reserve:** For 2019/20, estimate of 18,000 bales at \$6 per bale.

**Closure Liability:** For 2019/20, is based on PSAB closure liability calculation. This is a volume based calculation

**Liner Replacement Reserve:** For 2019/20, estimate of 18,000 bales at \$10 per bale.

**Balfill Capital Reserve:** For 2019/20, estimate of 18,000 bales at \$6.00 per bale.

**Maintenance - Leachate Treatment Plant:** For leachate plant maintenance including equipment (pump, blower, building, etc.), line flushing and force main access road maintenance at the balfill site.

**Tipping Fees:** The residual garbage tipping fee is scheduled at \$113 per tonne.

**County sites:** For annual monitoring costs at the 4 closed dumpsites.

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2019-2020 OPERATING BUDGET**

April 2019

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**SOLID WASTE :  
REF # 45**

WASTE DIVERSION					
2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET

**Administrative Costs:**

Salaries	225,529	151,392	224,497	230,835	0	230,835
Benefits	43,036	29,133	43,699	45,374	0	45,374
Administrative costs	10,200	6,982	10,196	13,250	0	13,250
Miscellaneous	2,000	1,392	2,400	2,000	0	2,000
Newspaper ads	1,000	206	800	1,000	0	1,000
Training and development	6,500	4,076	4,500	6,500	0	6,500
Education and promotion	30,000	9,257	30,000	30,000	0	30,000
Travel/vehicle costs	19,200	12,788	18,723	20,000	0	20,000
Transfer to Balefill Equip Reserve	5,000	5,000	5,000	5,000	0	5,000
Special programs	0	0	0	0	0	0
Capital out of revenue	60,000	0	50,000	0	0	0
<b>Subtotal</b>	<b>402,465</b>	<b>220,226</b>	<b>389,815</b>	<b>353,959</b>	<b>0</b>	<b>353,959</b>

**Shared Programs:**

Household Hazardous Waste	90,085	76,495	95,387	97,500	0	97,500
<b>Subtotal</b>	<b>492,550</b>	<b>296,721</b>	<b>485,202</b>	<b>451,459</b>	<b>0</b>	<b>451,459</b>

**Shared Recoveries:**

Estimated RRFB Credits-Region	(290,000)	79,647	(249,049)	(250,000)	0	(250,000)
Education Contract - RRFB	(34,092)	(34,594)	(34,594)	(34,092)	0	(34,092)
Program Funding - RRFB	(14,009)	(10,507)	(14,009)	(14,009)	0	(14,009)
Enforcement funding - RRFB	(33,333)	(5,019)	(33,333)	(33,333)	0	(33,333)
MAP Funding - RRFB	(60,000)	(50,137)	(148,217)	(60,000)	0	(60,000)
Other funding	(6,500)	(1,370)	(6,000)	(6,500)	0	(6,500)
Recoveries - Truro and Stewiacke	(65,000)	0	0	(53,525)	0	(53,525)
<b>Subtotal</b>	<b>(502,934)</b>	<b>(21,980)</b>	<b>(485,202)</b>	<b>(451,459)</b>	<b>0</b>	<b>(451,459)</b>

<b>Net shared after recoveries</b>	<b>(10,384)</b>	<b>274,741</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**Waste Reduction Non Shared**

<b>Non-shared programs subtotal</b>	<b>55,083</b>	<b>42,030</b>	<b>48,089</b>	<b>50,404</b>	<b>0</b>	<b>50,404</b>
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<b>Total</b>	<b>44,699</b>	<b>316,771</b>	<b>48,089</b>	<b>50,404</b>	<b>0</b>	<b>50,404</b>
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**SOLID WASTE :  
REF # 45**

**WASTE DIVERSION**

Shared administration and programs refers to services provided to Colchester, Truro and Stewiacke who jointly share in the cost of the program, after recoveries from the Resource Recovery Fund Board (RRFB). In addition, there are non-shared programs specific to our Municipality: Roadside Litter, Derelict Vehicle, and Illegal Dumping Cleanup. (Discussed below).

**Administrative Shared:**

**Salaries:** For the Waste Reduction Manager, Environmental/Educational Officer, Waste Management Officer and an addition of an Administrative Support Clerk (100%).

**Administrative Costs:** Includes telephone, cell phones, office supplies and insurance.

**Education and Promotion:** For household schedule calendars, flyers & pamphlets on programs (clean ups, electronics, banned items etc.), sorting guides, booth rentals for the Home Show, curbside rejection and re-sort stickers, promotional items (pens, magnets, blue bags etc.), and advertising.

**Travel/Vehicle Costs:** For gas, maintenance. Vehicle also used for cart deliveries. Also includes personal travel mileage.

**Transfer to Balefill Equipment Reserve:** For future purchase of a replacement vehicle.

**Household Hazardous Waste:** One public drop off day per month, except in the winter months to a facility in Debert under the contracted service. Also includes 3 mobile events in the County during the year and on the alternate year one central mobile event in Bible Hill.

**Shared Recoveries:**

**Estimated RRFB Credits-Region:** Estimated diversion credits from the Resource Recovery Fund for Waste Diversion. Actual credits will be determined in the next fiscal year.

**Education Contract- RRFB:** Approved funding from RRFB for delivering provincial waste reduction education programs.

**Enforcement Program Funding-RRFB:** \$100,000 received annually shared equally between East Hants & CJSMA \$33,333 each.

**MAP Funding - RRFB:** Used for the purpose of purchasing waste diversion containers and green carts.

**Recoveries: Truro/Stewiacke:** cost sharing of excess expenses, based on uniform assessment, when RRFB diversion credits do not cover costs.

**Non-shared Programs:**

**Roadside Litter Program:**

The major cost of this program is for students hired for the 16 week period.

**Derelict Vehicle Program:**

The major cost of this program is for contracting to have the derelict vehicles hauled away and disposed of.

**Illegal Dumping Cleanup Program:**

The major cost of this program is for contracting to have the garbage picked up and for disposal tipping fees and solicitor advice.

**MUNICIPALITY OF THE COUNTY OF COLCHESTER**

**2019-2020 OPERATING BUDGET**

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**SOLID WASTE :**  
REF # 46

<b>COMPOSTING PROGRAM</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
<b>Composting Program:</b>						
Salaries	164,221	83,690	125,535	163,725	0	163,725
Benefits	39,671	16,281	24,422	31,851	0	31,851
Electricity	30,000	16,874	25,311	30,000	0	30,000
Maintenance	27,000	14,936	24,304	27,000	0	27,000
Insurance/Admin expenses	33,500	30,686	31,693	33,500	0	33,500
Other	15,500	5,297	11,688	15,000	0	15,000
Training and development	6,000	1,816	2,724	3,000	0	3,000
Vehicle/Equipment expense	75,000	27,685	95,025	95,000	0	95,000
Waste disposal consulting	0	0	0	3,000	0	3,000
Capital out of revenue	0	0	0	0	0	0
<b>Subtotal</b>	<b>390,892</b>	<b>197,265</b>	<b>340,702</b>	<b>402,076</b>	<b>0</b>	<b>402,076</b>
<b>Less: Recoveries</b>						
Tipping Fees	(160,000)	(101,919)	(152,878)	(160,000)	0	(160,000)
Sales of compost/misc.	(4,700)	(1,832)	(2,549)	(4,700)	0	(4,700)
Truro/Stewiacke	(52,484)	(16,494)	(29,102)	(55,056)	0	(55,056)
<b>Subtotal</b>	<b>(217,184)</b>	<b>(120,245)</b>	<b>(184,529)</b>	<b>(219,756)</b>	<b>0</b>	<b>(219,756)</b>
<b>Subtotal -net</b>	<b>173,708</b>	<b>77,020</b>	<b>156,173</b>	<b>182,320</b>	<b>0</b>	<b>182,320</b>
In Vessel Expansion- Interest	51,306	26,013	51,306	49,710	0	49,710
<b>Total</b>	<b>225,014</b>	<b>103,033</b>	<b>207,479</b>	<b>232,030</b>	<b>0</b>	<b>232,030</b>

**Composting Program:**

**Salaries:** Maintenance Supervisor (shared costs with Balefill & MRF, Compost Technician, Compost Operator, Compost Utility Worker).

**Maintenance:** Ongoing maintenance to the compost plant required.

**Insurance and Administrative Expenses:** Mainly insurance coverage; administrative expense includes telephone, office supplies, computer costs, etc.

**Vehicle/Equipment Expenses:** 2 loaders, 1 trommel screener, 1 elevating face turner, conveyors and shredder

**Waste Disposal Consulting:** Includes consulting on the pilot project to create an Agricultural Market for Nova Scotia Compost as well as any other consulting that arises related to the compost production or marketing.

**Recoveries:**

**Sales:** Commercial sales and sales outside the free giveaway period in May and October.

**Truro/Stewiacke:** The recovery is based on the current allocation of carts.  
Current allocation is Truro (4,256); Colchester (16,650) and Stewiacke (626).

**MUNICIPALITY OF THE COUNTY OF COLCHESTER  
2019-2020 OPERATING BUDGET**

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**SOLID WASTE :  
REF # 47**

<b>RECYCLING COLLECTION</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
<b>Collection Contract</b>	410,000	261,695	410,000	352,000	0	352,000

County wide recycling collection is borne by the general rate. The new contract with Royalm Environmental Inc. commenced November 1, 2018 and runs for 5 years until October 31, 2023.

**MUNICIPALITY OF THE COUNTY OF COLCHESTER**

**2019-2020 OPERATING BUDGET**

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**SOLID WASTE (continued):**  
REF # 48

<b>MATERIALS RECOVERY FACILITY</b>					
<b>OPERATIONAL RESULTS</b>					
<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>

**Revenues**

Market sales	1,212,231	556,640	883,500	1,144,785	0	1,144,785
Residential tipping fees	644,375	423,555	638,084	651,108	0	651,108
Regional processing	0	0	0	0	0	0
Deposit/Handling revenue	348,000	218,043	363,554	365,000	0	365,000
Dairy stewardship program	35,000	46,474	46,474	47,000	0	47,000
<b>Subtotal</b>	<b>2,239,606</b>	<b>1,244,712</b>	<b>1,931,612</b>	<b>2,207,893</b>	<b>0</b>	<b>2,207,893</b>

**Expenses**

Salaries	1,782,917	1,060,114	1,584,748	1,789,451	0	1,789,451
Benefits	321,442	184,738	277,107	307,145	0	307,145
Electricity	55,000	33,859	64,000	58,000	0	58,000
Maintenance/Operations	130,000	83,386	129,000	130,000	0	130,000
Safety Equipment	66,000	29,575	49,500	66,000	0	66,000
Baling wire	30,000	49,595	50,289	52,000	0	52,000
Insurance	43,000	42,868	42,868	43,000	0	43,000
Legal Services	1,000	0	0	0	0	0
Telephone	5,000	3,406	5,110	6,500	0	6,500
Office supplies/other	15,000	12,359	17,565	15,000	0	15,000
Training and development	20,000	4,410	8,000	12,000	0	12,000
Travel and rentals	29,000	4,429	4,663	17,000	0	17,000
Bad debt allowance	0	0	0	0	0	0
Freight	100,764	71,213	107,630	130,260	0	130,260
Commercial Material Purchase	1,000	240	360	500	0	500
Commission Fee	0	0	0	0	0	0
Vehicle Maintenance	2,500	0	0	0	0	0
Fuel/Propane	30,000	5,175	18,000	20,000	0	20,000
Internal Marketing Costs	0	0	0	0	0	0
Capital out of revenue	0	0	0	0	0	0
Transfer to capital reserve	75,000	75,000	75,000	75,000	0	75,000
<b>Subtotal</b>	<b>2,707,623</b>	<b>1,660,367</b>	<b>2,433,840</b>	<b>2,721,856</b>	<b>0</b>	<b>2,721,856</b>

<b>Profit/(Loss)</b>	<b>(468,017)</b>	<b>(415,655)</b>	<b>(502,228)</b>	<b>(513,963)</b>	<b>0</b>	<b>(513,963)</b>
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**MUNICIPALITY OF THE COUNTY OF COLCHESTER  
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**SOLID WASTE:  
REF # 48**

**MATERIALS RECOVERY FACILITY  
OPERATIONAL RESULTS (continued)**

**Revenues**

**Market Sales:** Based on the existing contracts.

**Residential Tipping Fees:** These fees comprise three categories of recycling revenue: Towns and Municipalities, Commercial loads and Special Services. For Towns and Municipalities, the rate is \$97.50 per metric tonne, and processing is expected to be 7,600 tonnes, excluding Colchester. For commercial loads, the rates are variable, and revenue is estimated at \$42,413.

**Deposit/Handling Revenue:** Through our non-buy-back Enviro Depot contract. Fees rec'd for deposit items received from the blue bags.

**Dairy Stewardship Program:** Colchester share of revenues excluding Truro and Stewiacke.

**Expenses**

**Wages/Benefits:** The collective agreement for the Materials Recovery Facility has expired June 30, 2018. Also included are the three management staff (one at 65%) and one administration staff at 35%.

**Maintenance and Operations:** Annual maintenance includes regular repairing the conveyors and equipment.

**Safety Equipment:** The major cost in this category remains safety clothing such as the air filter masks required for occupational health reasons.

**Bad Debt Allowance:** Starting in 2011/12, the establishment of an allowance meets with Public Sector Accounting Principles. A sufficient amount is set aside therefore no need for additional expense.

**Capital Reserve:** Annually, an amount is transferred to a MRF Capital Reserve as part of the annual Capital Budget process for planned projects.

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**2019-2020 OPERATING BUDGET**

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**HOSPITAL  
REF #49**

**PUBLIC HEALTH FINANCING CHARGES**

	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Colchester Regional #1 I	4,088	4,088	4,088	3,075	0	3,075
Colchester Regional #3 I	10,519	10,519	10,519	0	0	0
Colchester Regional #4 I	19,835	19,835	19,835	8,556	0	8,556
Total	<b>34,442</b>	<b>34,443</b>	<b>34,443</b>	<b>11,631</b>	<b>0</b>	<b>11,631</b>

This represents interest on the three debt issues for the Regional Hospital.

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**ENVIRONMENTAL DEVELOPMENT SERVICES**

REF # 50

		PLANNING				
	2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET
Planning Studies	60,000	19,031	23,000	60,000	0	60,000
Debert Projects	8,000	4,568	4,568	7,000	0	7,000
<b>Total</b>	<b>68,000</b>	<b>23,599</b>	<b>27,568</b>	<b>67,000</b>	<b>0</b>	<b>67,000</b>

**Planning Studies:** includes Debert Airport Business Opportunity plan, Debert Gateway Design, Perennia, traffic studies in partnership with TIR, and Fundy Discovery Site Interpretive planning and design.

**Debert Archaeology:**

The clearing of the land can be considered "improvement" to the land to prepare it for eventual sale, the cost of clearing the land can be expensed as a cost of sales at the time the land is actually sold. Expenses are deferred until property is sold.

**ENVIRONMENTAL DEVELOPMENT SERVICES**

REF # 51

		FUNDY DISCOVERY SITE				
	2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET
<b>Operations:</b>						
Salaries	23,500	28,116	27,000	30,835	0	30,835
Benefits	1,915	2,416	2,500	2,742	0	2,742
Summer staff expenses	250	0	0	0	0	0
Electricity	1,000	982	2,000	2,100	0	2,100
Maintenance	25,000	42,000	42,000	40,000	0	40,000
Telephone	3,300	2,005	3,158	3,200	0	3,200
Office Supplies	-	-	-	-	0	0
Miscellaneous	700	418	418	700	0	700
<b>Subtotal</b>	<b>55,665</b>	<b>75,937</b>	<b>77,076</b>	<b>79,577</b>	<b>0</b>	<b>79,577</b>
<b>Revenue:</b>						
Fundy Discovery Site Grants	(20,000)	(17,400)	(17,400)	(20,000)	0	(20,000)
<b>Net</b>	<b>35,665</b>	<b>58,537</b>	<b>59,676</b>	<b>59,577</b>	<b>0</b>	<b>59,577</b>

**Salaries:** Salaries includes wages for a manager and two summer students for the Visitor Information Centre.

**Maintenance:** Regular maintenance and operations. Includes nominal staff time for maintenance.

**Fundy Discovery Site Grants:** Relates to subsidy for running Visitor Information Centre.

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**2019-2020 OPERATING BUDGET**

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**ENVIRONMENTAL DEVELOPMENT SERVICES (continued)**

REF # 52

	<b>ECONOMIC DEVELOPMENT</b>					
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Salaries	79,500	52,470	83,753	81,658	60,000	141,658
Benefits	16,723	10,151	15,976	15,576	10,800	26,376
Office expense	200	113	250	250	0	250
Miscellaneous	300	73	500	500	0	500
Professional development	1,000	0	0	500	500	1,000
Conferences	2,400	800	800	1,600	1,500	3,100
Reports and Contracts	20,000	2,034	8,050	25,000	0	25,000
Memberships	0	0	0	0	0	0
Travel	2,500	0	2,000	2,500	2,500	5,000
Hosting and Events	5,000	146	800	3,000	0	3,000
Regional Economic Development	64,350	32,175	64,350	64,350	0	64,350
Events Committee	55,750	55,750	55,750	60,000	0	60,000
Advertising	2,000	1,194	1,194	5,000	5,000	10,000
Sale of property	0	0	0	0	20,000	20,000
<b>Total</b>	<b>249,723</b>	<b>154,906</b>	<b>233,423</b>	<b>259,934</b>	<b>100,300</b>	<b>360,234</b>

**Economic Development:** Economic Development program which includes an Economic Development Officer.

**Salaries:** Salaries includes wages for an Economic Development Officer.

**Advertising:** Advertising costs for awareness and promotion of Debert Business.

**Regional Economic Development:** Costs related to the new Truro & Colchester Partnership for Economic Prosperity.

**Events Committee:** The Events committee provided a budget based on events scheduled to take place in the region.

**Travel/Meals:** Travel and meals costs for Economic Development officer's travel to visit various businesses and organizations.

**Additions/Deletions:**

**MUNICIPALITY OF THE COUNTY OF COLCHESTER**

**2019-2020 OPERATING BUDGET**

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**ENVIRONMENTAL DEVELOPMENT SERVICES (continued)**

REF # 53

		<b>DEBERT PARK</b>					
		<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Salaries		103,588	78,780	114,000	107,434	0	107,434
Benefits		16,942	14,220	21,330	21,409	0	21,409
Electricity		19,000	5,572	14,000	14,000	0	14,000
Maintenance - Debert		80,000	33,071	65,000	65,000	0	65,000
Maintenance - Airport		50,000	60,244	95,000	88,500	0	88,500
Maintenance - DNR Building		35,000	16,211	35,000	45,000	0	45,000
Insurance		34,000	33,533	33,533	34,000	0	34,000
Office expense/miscellaneous		4,000	2,128	3,192	4,000	0	4,000
Airport Management Fee		20,857	13,905	20,857	20,857	0	20,857
Transfer to Vehicle Reserve		10,700	10,700	10,700	10,500	0	10,500
	<b>Subtotal</b>	<b>374,087</b>	<b>268,364</b>	<b>412,612</b>	<b>410,700</b>	<b>0</b>	<b>410,700</b>
Debert leases revenue		145,000	93,109	149,800	149,800	0	149,800
Jet fuel revenue		30,000	20,828	24,000	30,000	0	30,000
	<b>Subtotal</b>	<b>175,000</b>	<b>113,937</b>	<b>173,800</b>	<b>179,800</b>	<b>0</b>	<b>179,800</b>
	<b>(Profit)/Loss</b>	<b>199,087</b>	<b>154,427</b>	<b>238,812</b>	<b>230,900</b>	<b>0</b>	<b>230,900</b>

**Debert Park:**

**Salaries:** Utility manager - 15% to Debert Maintenance, 5% to Debert Airport.

One Utility worker - 100% to Debert Maintenance.

Summer Mowing Intern - 40% to Debert Park Maintenance, 60% to Debert Airport

**Airport Management Fee:** Annual contracted amount for management of the airport.

**Vehicle Reserve:** contribution for cost of tractor (mowing) and truck (general maintenance duties).

**Debert Leases Revenue:** Include rental income from various Debert spaces such as the incubator mall. Includes \$20,478 relating to inter-departmental use of shared space (water utilities and parks).

**MUNICIPALITY OF THE COUNTY OF COLCHESTER**

**2019-2020 OPERATING BUDGET**

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**ENVIRONMENTAL DEVELOPMENT SERVICES (continued):**

**REF # 54**

<b>TOURISM/MARKETING</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Other	0	0	0	0	0	0
Tatamagouche Tourist Bureau	700	700	700	700		700
Stewiacke Tourism Committee	2,580	2,580	2,580	2,580	0	2,580
<b>Total</b>	<b>3,280</b>	<b>3,280</b>	<b>3,280</b>	<b>3,280</b>	<b>0</b>	<b>3,280</b>

The County provides grants to assist tourist bureau operations in Tatamagouche and Stewiacke area.

**REF # 55**

<b>BRANCH LIBRARY</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
Branch Library	22,500	12,528	26,708	26,900	0	26,900

**Branch Library:**

The County is responsible for the direct annual building costs, as the building is owned by the County. The budget reflects estimated costs for the library. For heating, lighting, snowplowing, and general maintenance.

**MUNICIPALITY OF THE COUNTY OF COLCHESTER**

**2019-2020 OPERATING BUDGET**

April 2019

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**RECREATION SERVICES**

REF # 56

**RECREATION - PARKS , RINKS, POOLS**

	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
<b>Parks:</b>						
Regional parks -salaries	91,564	67,233	100,850	116,011	0	116,011
Regional parks -benefits	8,500	7,159	10,739	12,353	0	12,353
Regional parks -capital equip.	18,000	0	0	13,000		13,000
Nelson park -maintenance	30,000	19,678	29,517	30,000	0	30,000
Nelson park -capital	85,000	34,738	50,000	105,000	0	105,000
Stewiacke park -maintenance	24,000	13,473	20,209	25,000	0	25,000
Stewiacke park -capital	12,000	488	8,000	8,000	0	8,000
Broderick lane park -maintenance	18,000	13,579	20,369	22,000	0	22,000
Broderick lane park -capital	12,000	0	8,000	10,000	0	10,000
Municipal parks -capital	60,000	0	70,000	50,000	0	50,000
Municipal parks -maintenance	63,000	55,339	62,303	74,800	0	74,800
Provincial Funding	(10,000)	-	-	(5,000)	0	(5,000)
<b>Subtotal</b>	<b>412,064</b>	<b>211,687</b>	<b>379,987</b>	<b>461,164</b>	<b>0</b>	<b>461,164</b>
<b>Rinks:</b>						
West Colchester	69,403	69,829	69,829	58,000	0	58,000
North Shore	80,050	80,348	80,348	89,150	0	89,150
Don Henderson	111,050	110,908	110,908	90,550	0	90,550
Emergency Deficit Funding	0	0	28,853	0	0	0
<b>Subtotal</b>	<b>260,503</b>	<b>261,085</b>	<b>289,938</b>	<b>237,700</b>	<b>0</b>	<b>237,700</b>
<b>Pools:</b>						
Scotia Pool	50,000	50,000	50,000	0	75,000	75,000
<b>Recreation Reserves:</b>						
Transfer to the Comm. Parks Program	80,000	80,000	80,000	80,000	0	80,000
Transfer to Trail Reserve	125,000	125,000	125,000	125,000	0	125,000
Transfer to Arena Reserve	30,000	30,000	30,000	30,000	0	30,000
Transfer to Vehicle Reserve	28,000	28,000	28,000	28,000	0	28,000
<b>Subtotal</b>	<b>263,000</b>	<b>263,000</b>	<b>263,000</b>	<b>263,000</b>	<b>0</b>	<b>263,000</b>
<b>Non-Profit Organizations:</b>						
Insurance	25,000	555	25,127	27,000	0	27,000
<b>Civic Centre</b>						
Administration	600,000	450,000	600,000	600,000	0	600,000
Interest	350,685	178,640	350,685	324,335	0	324,335
Debenture recovery	(82,861)	(82,861)	(82,861)	(82,909)	0	(82,909)
Non capital financing	0	94,041	0	0	0	0
<b>Subtotal</b>	<b>867,824</b>	<b>639,820</b>	<b>867,824</b>	<b>841,426</b>	<b>0</b>	<b>841,426</b>
<b>Total</b>	<b>1,878,391</b>	<b>1,426,147</b>	<b>1,875,875</b>	<b>1,830,290</b>	<b>75,000</b>	<b>1,905,290</b>

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RECREATION SERVICES

REF # 56

RECREATION - PARKS , RINKS, POOLS (continued)

**Parks:**

The County maintains day park operations for Nelson Memorial Park, Stewiacke River Park and Five Islands Lighthouse Park, as well as maintaining other County parkland space areas and trails.

**Regional Park Salaries:** Term positions for Supervisor and Maintenance Worker, as well as 3 students.

**Nelson Park Maintenance:** Includes costs related to mowing, benches, gates and washroom, gravel for park areas, trail maintenance, as well as planting new trees, mulching brush, picnic shelter roof replacement.

**Nelson Park Capital:** New washroom as this was not completed last year.

**Stewiacke Park Maintenance:** Add gravel to the road, tree maintenance and mowing, gate opening and garbage removal. Maintenance will also include the park gate this year and washroom supplies.

**Stewiacke Park Capital:** For developing a small shelter and signage, replace change house.

**Broderick Lane Park:** Maintenance includes mowing, grading, power and water supply and support for lighthouse.

**Broderick Lane Capital:** Paths around the facility and small shelters, installing a small play piece, add for land shaping.

**Park Maintenance:** Regular mowing, removal of brush, top soil, and regular maintenance of green spaces and parks.

**Rinks:**

Under the Arenas Policy, the County will fund 100% of approved capital projects and insurance premiums.

Expected capital costs for 2019/20:

West Colchester - \$34,500 (capital) and \$10,000 (insurance)

North Shore - \$74,950 (capital) and \$14,200 (insurance)

Don Henderson (Brookfield) - \$76,050 (capital) and \$14,500 (insurance)

**Recreation Reserves:**

The Community Parks Program funding is given out to groups who want to create, maintain, or improve community parks in their areas. In 2018/19, \$51,763 has been distributed for projects.

The reserve currently has a \$110,000 balance any funds not expensed in 2018/19 will be held in the reserve for future use.

**Non Profit Organizations:**

Council has established a policy on insurance grants to non-profit organizations, according to specific criteria.

Recommendation is to increase the amount to \$27,000 as numbers continue to increase.

**Civic Centre:**

An estimated amount is set as 50% of the County's share of operating costs. This is based on the preliminary budget presented by the RECC Operations staff.

Interest expense is related to the Debenture borrowings taken out for capital construction. This includes a recovery from the Health Authority for one of the debentures.

**Additions/Deletions:**

**Pools:** \$75,000 has been allotted for Scotia Pool.



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**RECREATION SERVICES  
REF # 56**

**RECREATION - PARKS , RINKS, POOLS (continued)**

**Capital Projects for Rinks**

**West Colchester**

**2017**

Ice Edger	5,000
Chimney Repairs	2,500
Repair Boards & Puck Boards	5,000
Relief Valves (2)	2,000
Boilers and Water Tanks	10,000
Skate Sharpener	8,500
Canteen Repairs and Upgrade	15,000

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48,000

Insurance 10,000

**North Shore**

**2017**

Board Repairs	3,000
Interior Painting (Ref room, lobby, white rink boards, steel support beams)	25,000
Replace Emergency Exit Door with Exterior Access Door	4,500
New LED Lighting on ends of Arena	3,650
Replace Staging 16 by 20 feet	9,000
Repairs to scissor lift	3,500
Replace downstairs toilets (5)	4,000
Replace canteen fryer	14,750
Replace REC centre lettering on front	1,000
Add folding access stairs to storage room	2,000
Gravel for around building	4,000
Curling, replace back pack for pebbling	550

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74,950

Insurance 14,200

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**RECREATION SERVICES**

REF # 56

**RECREATION - PARKS , RINKS, POOLS (continued)**

**Brookfield (Don Henderson)**

**2017**

Install an electric heater for Zamboni Room	2,000
Replace fire alarm panel	11,500
Relamp flourecent lights with LED in hockey & Curling Sheets	7,000
replace the office and computer work station	3,500
Install Building wide Wifi	3,000
Install LED recessed lighting in curling lounge	3,500
Replace steam table & fryer in curling club kitchen	5,000
Install new ventilation in 3 bathrooms	2,400
Replace main hovkey entrance doors	6,000
Replace exterior exit doors into Zamboni Room	2,150
New Chiller for hockey rink c/w emergency shutoff	20,000
Required electrical upgrades in compressor room to meet code	10,000

76,050

Insurance	14,500
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REF # 57

TRANSFERS TO OTHER GOVERNMENTS						
	2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET
<b>1. School Board:</b>	7,493,153	4,995,432	7,493,148	7,640,137	0	7,640,137
<b>2. Police Protection:</b>	4,856,763	2,412,907	4,828,991	4,455,831	0	4,455,831
<b>3. Public Prosecution:</b>	15,000	3,562	15,000	15,000	0	15,000
<b>4. Corrections:</b>	476,000	233,548	467,000	466,079	0	466,079
<b>5. Library:</b>	239,107	176,681	235,574	237,929	0	237,929
<b>6. Housing Authority</b>	136,000	108,787	108,787	136,000	0	136,000
<b>7. Assessment Services</b>	673,168	504,876	673,168	673,168	0	673,168
<b>8. Truro Library</b>	602,192	20,127	602,192	602,192	0	602,192
<b>Total</b>	<b>14,491,383</b>	<b>8,455,920</b>	<b>14,423,860</b>	<b>14,226,335</b>	<b>0</b>	<b>14,226,335</b>

These items represent transfers to various agencies that are required by law. The County merely acts as a collector or agent receiving the funds and then passing them onto the appropriate agency.

**1. Colchester-East Hants School Board :** Estimate is based on the rate used for 2017/18 and the rate of \$0.3048 per \$1000.00 of that assessment.

**2. Police Protection:** Based on Department of Justice estimates, allowing a 1.0% increase.

DNA service costs are anticipated to remain unchanged for the 18/19 budget.

Colchester complement is 35 officers, plus 1 civilian for Criminal Records checking.

This represents a figure net of \$50,000, which is estimated for fine revenue.

**3. Prosecution Services:** To cover public prosecutor legal fees for local fines that are challenged.

This was based on a consideration fine revenue in the preceding year.

**4. County Correctional Services:** Estimate is based on the 2018/19 actual costs as the with an allowance of 1.9% for potential increased costs.

**5. Colchester-East Hants District Library:** It is anticipated a 1.0% increase will occur from the 2018/19 Library costs.

**6. Housing Authority:** County share of the deficit in operations for senior citizens complexes and non-profit housing.

**7. Provincial assessment services:** PVSC Officials estimate the budget to be comparable to the previous year.

**8. Truro Library:** Truro Library construction will be finalized in 2016/17. As per the cost share agreement the municipal units have reached, Colchester will fund \$556,250 per year for four years. In addition the agreement requires operational costs be funded at a rate of 40% by the County.

**MUNICIPALITY OF THE COUNTY OF COLCHESTER  
2019-2020 OPERATING BUDGET**

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REF # 58

<b>DEBT - PRINCIPAL PAYMENTS LESS RECOVERIES</b>						
	<b>2018-2019 BUDGET</b>	<b>YEAR TO DATE</b>	<b>2018-2019 PROJECTED</b>	<b>2019-2020 MAINTENANCE BUDGET</b>	<b>ADDITIONS/ DELETIONS</b>	<b>2019-2020 TOTAL BUDGET</b>
<b>Wastewater:</b>						
WWTF Debt: (4) P Total	161,629	161,629	161,629	161,629	0	161,629
WWTF Debt: (5) P Total	105,000	105,000	105,000	105,000	0	105,000
<b>Gross Debt</b>	<b>266,629</b>	<b>266,629</b>	<b>266,629</b>	<b>266,629</b>	<b>0</b>	<b>266,629</b>
<b>Less:</b>						
Town of Truro-WWTF (5) P	52,500	42,857	42,857	47,678		47,678
Recoveries	52,500	42,857	42,857	47,678	0	47,678
<b>Wastewater debt - net</b>	<b>214,129</b>	<b>223,772</b>	<b>223,772</b>	<b>218,951</b>	<b>0</b>	<b>218,951</b>
<b>Compost subtotal</b>	<b>107,500</b>	<b>107,500</b>	<b>107,500</b>	<b>107,500</b>	<b>0</b>	<b>107,500</b>
<b>Civic Centre subtotal</b>	<b>984,720</b>	<b>984,720</b>	<b>984,720</b>	<b>1,011,863</b>	<b>0</b>	<b>1,011,863</b>
<b>Debenture Debt total</b>	<b>1,306,349</b>	<b>1,315,992</b>	<b>1,315,992</b>	<b>1,338,314</b>	<b>0</b>	<b>1,338,314</b>

**Wastewater:**

WWTF Debt (4) principal payments for Capital upgrades. Final payment is scheduled for 2029.

WWTF Debt (5) principal payments for Capital upgrades. Final payment is scheduled for 2031.

**Solid Waste:**

Compost has been added to the repayment schedule for 2016/17. Final payment is slated for 2030

**Civic Centre:**

First borrowing was done in 2011/12. The first principal payment was due in 2012/13.

Additional borrowings have been added to 2014/15 to reflect first installments of principal repayment. This also includes debt recovery from Health Authority for space they occupy.

**MUNICIPALITY OF THE COUNTY OF COLCHESTER**

**2019-2020 OPERATING BUDGET**

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REF # 59

	TRANSFERS TO OWN RESERVES					
	2018-2019 BUDGET	YEAR TO DATE	2018-2019 PROJECTED	2019-2020 MAINTENANCE BUDGET	ADDITIONS/ DELETIONS	2019-2020 TOTAL BUDGET
Transfer to Operating Reserve	960,000	317,271	960,000	1,350,000	0	1,350,000
Transfer to Courthouse Reserve	100,000	100,000	100,000	100,000	0	100,000
Transfer to the RECC Capital Reserve	200,000	200,000	200,000	200,000	0	200,000
Transfer to Fire Insurance Reserve	300,000	300,000	300,000	300,000	0	300,000
Transfer to North Shore Rink Reserve	50,000	50,000	50,000	50,000	0	50,000
Transfer to Municipal Infrastructure & Development Res.	125,000	125,000	125,000	125,000	0	125,000
Transfer to Capital Reserve	34,900	17,600	34,900	34,900	0	34,900
Transfer to Deficit	191,000	0	191,000	150,000	0	150,000
Transfer to Major Flood Reserve	0	0	0	0	100,000	100,000
<b>Total</b>	<b>1,960,900</b>	<b>1,109,871</b>	<b>1,960,900</b>	<b>2,309,900</b>	<b>100,000</b>	<b>2,409,900</b>

**Operating Reserve:**

Annual Council has transferred \$900,000 to the Operating Reserve Fund.  
 In the 2018/19 fiscal year Council agreed to transfer to the Operating fund \$960,000 from the Special Operating Reserve.  
 The estimated balance for the reserve in 2018/19 is \$3,966,000.

**Courthouse Reserve:**

Council approved creation of a Courthouse Reserve in 2003/04 for Project Work. Allocations have been made annually to the Reserve. The estimated balance in the Reserve Fund for 2018/19 is \$813,000.

**Fire Insurance Reserve:**

In 2006/07, Council approved the creation of a reserve as a self insurance program for the County's Fire Brigades. Annually, a transfer to the reserve is made to cover insurance premiums for the brigades and to set up a reserve for future claims through the self insurance program. The current balance in this reserve is \$293,000.

**Municipal Infrastructure & Development Reserve:**

In 2014/15, Council approved the merger of the Debert & Biblehill master plan reserves with the existing municipal infrastructure reserve. The 2018/19 budget reflects a \$125,000 contribution to the reserve. The Infrastructure & Development reserve currently has a projected balance of \$1,964,000.

**North Shore Rink Reserve:**

In 2012/13, Council approved the creation of the North Shore Rink Reserve, and approved a transfer of \$50,000 to that reserve. The total amount of the reserve, when finished, should be \$600,000 and is for replacement of the floor and boards. As of March 31, 2019 the balance in the reserve is \$364,000.

**Major Flood Reserve:**

In 2010/11, Council approved creation of a Major Flood Reserve, and approved \$50,000 to be transferred annually. Due to increasing Flood mitigation projects the transfer to the Reserve has to be increased to \$100,000. In 2017/18 Council reduced the Major Flood Reserve to zero due to no anticipated projects. The reserve is proposed to have an allocation of \$100,000 annually for 2019/20 as part of additions and deletions.