



**TOWN OF ERIN
Special Council Meeting
AGENDA**

December 3, 2019

7:30 PM

Municipal Council Chamber

Pages

1. **Call to Order**
2. **Approval of the Agenda**
3. **Declaration of Pecuniary Interest**
4. **Topics for Discussion**
 - 4.1 Corporate Services
 - 4.1.1 Finance
 - 4.1.1.1 Pros and Cons for including a Grant for EWCS in the Budget 1 - 2
 - 4.1.1.2 PSAB Ontario Regulation 284/09 - Budget 2020 3 - 7
 - 4.1.1.3 2nd Draft 2020 Budget and 2021-2023 Budget Forecasts 8 - 35
5. **By-laws** 36
 - Confirming
6. **Notice of Motion**
7. **Adjournment**



Town of Erin

Corporate Report

Department: Corporate Services	Report Number: F2019-48
Business Unit: Finance	Meeting Date: 12/3/2019
Presented/ Prepared By: Ursula D'Angelo, Director of Finance & Treasurer	

Subject

Pros and Cons for Including a Grant for EWCS in Budget

Recommendation

Be it resolved that Council hereby receive report number F2019-48 “*Pros and Cons for Including Grant for EWCS in Budget*” for information.

Background

Resolution 19-133 from April 16, 2019 Council meeting approved the Notice of Motion to provide “pros and cons of separating EWCS from the grants policy and treating them on their own”.

Currently, East Wellington Community Services (EWCS) receives a \$16,000 grant from the Town that is used to pay for space for the adult day program at Erin Community Centre. The Community Grants annual allocation is \$35,050 and includes \$16,000 for EWCS. Similarly, Parks and Recreation - Erin Community Centre budget includes \$16,000 as rental income from EWCS.

On March 19, 2019 Council directed to staff to negotiate a memorandum of understanding (MOU) with EWCS for the usage of the space. The MOU is currently being negotiated between staff from Parks and Recreation and EWCS. Moreover, there are costs that are not being recovered such as ongoing operational expenses such as water usage as they have their own washroom with shower, daily garbage pick-up and maintenance of outdoor space/garden (2hrs/week). In addition, there are facility related maintenance costs such as plumbing, HVAC (\$6,000) and electrical that are currently not being recovered. Also, the inability to rent the space due to high value items as the space is highly marketable because of the proximity to the main doors.

Staff are providing two options for Council consideration:

- 1) Do not charge EWCS adult day program and eliminate the \$16k from the Community Grant allocation which would reduce it to \$19,050. At the same time, eliminate the \$16k rental income from Parks and Recreation – Erin Community Centre rental income. This would provide nil impact on the budget and save staff time with processing invoices and deposits.

- 2) Leave the Community Grant annual allocation at \$35,050. Eliminate the \$16k rental income from Parks and Recreation and not provide the \$16,000 grant to EWCS. This would impact the 2020 budget and 2021 to 2023 forecasts by \$16,000.

Strategic Pillar

Healthy Lifestyle & Vibrant Community

Financial Impact

There is a financial impact of \$16,000 if Council decides not to decrease Community Grant allocation.

Conclusion

This report is to provide Council with options on EWCS grant treatment within the Community Grants allocation and the recording of rental revenue in the Parks and Recreation>Erin Community Centre program budget.

Ursula D'Angelo

Director

Nathan Hyde

Chief Administrative Officer



Town of Erin

Corporate Report

Department: Corporate Services	Report Number: F2019-49
Business Unit: Finance	Meeting Date: 12/3/2019
Presented/ Prepared By: Ursula D'Angelo, Director of Finance & Treasurer	

Subject

PSAB Ontario Regulation 284/09 – Budget 2020

Recommendation

Be it resolved that Council hereby receives report F2019-048 “*PSAB Ontario Regulation 284/09 – Budget 2020*” for information.

And that Council adopts by resolution the Report “Ontario Regulation 284/09 – Budget 2020”.

Background

In preparing the annual budget, Ontario Regulation 284/09 (Appendix A) permits municipalities to exclude from estimated expenses, all or a portion of the following expenses: amortization expense, post-employment benefits expense, and solid waste landfill post-closure expense. Furthermore, if a municipality does not budget for these expenses, they must prepare a report to explain the excluded expenses and adopt the report by resolution.

Ontario Regulation 284/09 also requires for staff to provide Council estimates on changes to the accumulated surplus resulting from the exclusion of any of the expenses and an analysis of the estimated impact of the exclusion of the expenses on the future tangible capital asset funding requirement of the municipality.

Town of Erin – 2020 Budget

Consistent with Ontario Regulation 284/09, the Town of Erin excluded in the Draft 2020 Budget the expenses listed below:

- 1) Amortization expense (2018 - \$2,495,019)
- 2) Post-employment benefits expense (2018 - \$102,006)
- 3) Solid waste landfill closure and post closure expense (NIL)

The table in Appendix B estimates an addition of \$2,274,177 to accumulated surplus after PSAB adjustments previously listed, transfers to and from Reserves/Reserve Funds, capital expenditures and debt principal payments. As shown on the table,

Amortization of Tangible Capital Assets is approximately at \$2,495,019 which does not include assets that are past their useful life and no longer amortized. Thus, surpassing the budgeted annual capital contributions to Infrastructure Renewal Reserve of \$699,459 which indicates that the Town will require greater future annual financial commitments to meet lifecycle replacement requirements for the Town's asset base.

Strategic Pillar

Service Excellence & Good Governance

Financial Impact

No financial impact; this report is a statutory requirement.

Conclusion

This report fulfils the Town's obligations under Ontario Regulation 284/09.

Attachments

Appendix A – Municipal Act, 2001 – Ontario Regulation 284/09

Appendix B – PSAB 2020 Budget Reconciliation

Ursula D'Angelo

Director

Nathan Hyde

Chief Administrative Officer

Municipal Act, 2001 Loi de 2001 sur les municipalités
ONTARIO REGULATION 284/09
BUDGET MATTERS. EXPENSES
Consolidation Period: From July 31, 2009 to the e-Laws currency date.
 No amendments.
This Regulation is made in English only.

Exclusion

1. In preparing the budget for a year, a municipality or local board may exclude from the estimated expenses described in paragraph 3 of subsection 289 (2) and in paragraph 3 of subsection 290 (2) of the Act all or a portion of the following:

1. Amortization expenses.
2. Post-employment benefits expenses.
3. Solid waste landfill closure and post-closure expenses. O. Reg. 284/09, s. 1.

Report

2. (1) For 2011 and subsequent years, the municipality or local board shall, before adopting a budget for the year that excludes any of the expenses listed in section 1,

- (a) prepare a report about the excluded expenses; and
- (b) adopt the report by resolution. O. Reg. 284/09, s. 2 (1).

(2) If a municipality or local board plans to adopt or has adopted a budget for 2010 that excludes any of the expenses listed in section 1, the municipality or local board shall, within 60 days after receiving its audited financial statements for 2009,

- (a) prepare a report about the excluded expenses; and
- (b) adopt the report by resolution. O. Reg. 284/09, s. 2 (2).

Contents

3. A report under section 2 shall contain at least the following:

1. An estimate of the change in the accumulated surplus of the municipality or local board to the end of the year resulting from the exclusion of any of the expenses listed in section 1.
2. An analysis of the estimated impact of the exclusion of any of the expenses listed in section 1 on the future tangible capital asset funding requirements of the municipality or local board. O. Reg. 284/09, s. 3.

Review

4. The Ministry of Municipal Affairs and Housing shall initiate a review of this Regulation on or before December 31, 2012. O. Reg. 284/09, s. 4.

5. Omitted (provides for coming into force of provisions of this Regulation). O. Reg. 284/09,s.5.



APPENDIX B

PSAB - BUDGET RECONCILIATION

Cash Budget as passed by Council

Add: Budgeted TCA Acquisitions
 Less: Anticipated Depreciation of TCA existing
 Add: Long Term Debt Principal Repayments
 Less: Net Cash Inflows from Reserve & Reserve Funds
 Add: Post Employment Benefits Liability change

Budgeted annual surplus / deficit - as per PSAB

Municipal Equity (Net), Opening

Less: Decrease in investment in capital assets
 Less: Decrease in value of reserves and internally-restricted reserve funds
 Add: Decrease in unfunded retirement benefits (liability)

Add: Annual Surplus

Municipal Equity (Net), Ending

RECLASSIFIED CAPITAL TOTALS

Operating (Minor Capital)
 TCA Capital
 WIP/CIP

Capital Budget as passed by Council

TRANSFERS TO AND FROM RESERVES AND RESERVE FUNDS:

To Reserves
 From Reserves

To Reserve Funds
 From Reserve Funds

Net Cash Inflows (Outflows)

2020 BUDGET "RESTATED as per PSAB"	
	\$0.00
	4,134,800 <i>Note 1</i>
	(2,495,019) <i>Note 2</i>
	329,543 <i>Note 3</i>
	406,859 <i>Note 4,5</i>
	(102,006) <i>Note 6</i>
\$	2,274,177
	51,245,853
	1,969,324
	406,859
	(102,006)
	53,520,030
	0
	4,134,800
	0
	4,134,800
	1,304,559 <i>Note 4</i>
	1,020,500 <i>Note 5</i>
	(284,059)
	122,800
	0
	(122,800)
	(406,859)
	0

Supporting Notes:**Note 1**

"Capital Expenses" is the amount budgeted to be spent on capital projects in the Town's Capital Budget. Capital acquisition costs are not considered as expenses under PSAB accounting as they are capitalized on the balance sheet as tangible capital assets and amortized as an expense over the useful life of the assets. Also, it does not include contributions to Reserves/Reserve Funds in the Capital Budget.

Note 2 *"Amortization of tangible capital assets" is a non-cash expense and is therefore not included in the Town's Operating Budget. However, amortization is considered an expense under PSAB accounting and has been added to expenditures for financial reporting purposes. This amount is from the audited 2018 financial statements.*

Note 3

"Debt Principal Payments" are included in the Town's Operating Budget in order to set aside the funds required to pay the principal portion of the current year's debt obligations. These are not considered an expense of PSAB under PSAB accounting; instead debt principal is recorded as a reduction of the Town's long-term debt liability.

Note 4 *"Transfers to Reserves/Reserve Funds" are the budgeted contributions to reserves to fund future expenditures included in the Town's Operating and Capital budgets. These are not considered as expenses under PSAB accounting because transfers represent re-allocations of funds internally and are not actual payments to external entities. Funds are recorded as expenses when goods/services are received by the Town.*

Note 5 *"Transfers from Reserves/Reserve Funds" are the budgeted amounts transferred from reserves to fund expenditures for operating activities and capital projects. These are not considered revenue under PSAB accounting because transfers are not revenues received from external sources. Funds are recorded as revenue at the time they are received as past of tax revenue or grant revenue.*

Note 6 *"Post-employment Benefits" are expenditures related to benefits earned over the life of employees' service and are paid upon retirement or injury. Under PSAB, the expenditures are recorded over the life of the employee.*



Town of Erin

Corporate Report

Department: Corporate Services	Report Number: F2019-50
Business Unit: Finance	Meeting Date: 12/3/2019
Presented/ Prepared By: Ursula D'Angelo, Director of Finance & Treasurer	

Subject

2nd Draft 2020 Budget and 2021 to 2023 Forecasts

Recommendation

Be it resolved that Council hereby receive report number F2019-49 “2nd Draft 2020 Budget and 2021 to 2023 Forecasts” for information.

Background

The 1st Draft 2020 Budget and 2021-2023 Forecasts was presented to Council on November 19th, 2019. Programs presented Operation Plans, Resource Requests and Capital Requests to Council on November 20th and 21st, 2019. All three meetings were open to the public. During the meetings Council deliberated and asked staff for clarification on various projects. The result of these discussions are included in the 2nd Draft 2020 Operating Budget and 2021-2023 Forecasts (Appendix A) which have the same recommendation of a 2% tax rate increase for the next four years.

The following is a summary of changes to the 2nd Draft 2020 Operating Budget and 2021- 2023 Forecasts:

- Let’s Get Hillsburgh Growing requested \$5,500 for flower planters. Council Resolution 19-352 to include them in the 2nd Draft 2020 Budget. There was no impact on the tax levy as the funds were reallocated from existing funds for streetscape (\$5000) and an advisory committee that is not active called Community Oriented Policing (\$500).
- Contributions to Infrastructure Reserve increased by \$17,000 in 2022 and \$47,500 in 2023 to keep the tax rate at 2%. These changes were the result of removing capital projects for Town Hall roof replacement and Erin Fire Station maintenance from building condition assessment.

Similarly, the following is a summary changes that are included in the 2nd Draft Capital Budget and 2021 - 2023 Forecasts (Appendix B):

- 2022 Capital Request for repairs at Erin Fire Station was removed due to completion in 2019.

- 2023 Capital Request for Town Hall based on building condition assessments was updated by removing the roof replacement which was completed in 2015. The Capital Request is now \$25,300.

Below is a summary of additional information requested by Members of Council.

- Workplan and 2020 Budget from the Environment Sustainability Advisory Committee (ESAC) (Appendix C). Workplan for the Economic Development Committee will be submitted at a later date as part of their minutes.
- For information purposes only, a capital forecast was completed for approved projects in 2019 and prior years that may be carried forward to 2020 (Appendix D). Council will have the opportunity to deliberate the projects that will be carried forward as part of the 4th Quarter Variance Report in March 2020.
- Cash Flow Forecast for 2019 to 2023 (Appendix E) was completed which provides the outlay of cash that is needed for the operations and completion of capital projects.

Strategic Pillar

Service Excellence & Good Governance

Financial Impact

There is no financial impact.

Conclusion

That Council receive the 2nd Draft 2020 Budget and 2021 to 2023 Forecast for information purposes and provide direction to staff for the preparation of the final draft that is scheduled to be presented on December 17, 2019.

Attachments

Appendix A – 2nd Draft 2020 Operating Budget and 2021 to 2023 Forecasts

Appendix B – 2020 to 2023 Resource Requests

Appendix C – ESAC 2020 Workplan

Appendix D – 2nd Draft 2020 Capital Budget and 2021 to 2023 Forecasts

Appendix E – Reserves Forecast 2019 to 2023

Appendix F – Forecast 2019 and Prior Years Capital Projects

Appendix G – Cashflow Forecast 2019 to 2023

Ursula D'Angelo

Director

Nathan Hyde

Chief Administrative Officer



1st DRAFT OPERATING BUDGET - 2020 and 2021 to 2023 Forecasts by Programs

Programs	2019 Budget			2020 Budget			2021 Forecast			2022 Forecast			2023 Forecast		
	Expenditures	Revenues	Net	Expenditures	Revenues	Net	Expenditures	Revenues	Net	Expenditures	Revenues	Net	Expenditures	Revenues	Net
Council	160,500	-	160,500	165,400	-	165,400	170,200	-	170,200	170,700	-	170,700	170,700	-	170,700
Administration	1,981,000	573,800	1,407,200	1,914,100	519,800	1,394,300	1,946,000	519,800	1,426,200	2,053,400	519,800	1,533,600	1,995,200	519,800	1,475,400
Modernization Grant	-	-	-	464,900	464,900	-	-	-	464,900	-	-	-	-	-	-
Nestle Community Grant	-	-	-	34,000	34,000	-	34,000	34,000	34,000	34,000	34,000	-	34,000	34,000	-
Economic Development	252,400	35,000	217,400	212,000	35,000	177,000	216,100	35,000	181,100	216,100	35,000	181,100	216,100	35,000	181,100
Advisory Committees	95,750	12,500	83,250	95,750	12,500	83,250	95,750	12,500	83,250	95,750	12,500	83,250	95,750	12,500	83,250
Building	359,500	359,500	-	359,500	359,500	-	368,900	368,900	-	373,900	373,900	-	373,900	373,900	-
Planning	245,100	136,000	109,100	135,600	34,000	101,600	86,800	34,000	52,800	86,800	34,000	52,800	86,800	34,000	52,800
Bylaw/Crossing Guards	102,400	6,000	96,400	102,400	6,000	96,400	102,400	6,000	96,400	102,400	6,000	96,400	102,400	6,000	96,400
Conservation Authorities	164,900	-	164,900	166,900	-	166,900	169,600	-	169,600	172,200	-	172,200	174,900	-	174,900
Animal Control	56,400	27,500	28,900	56,400	19,300	37,100	56,400	19,300	37,100	56,400	19,300	37,100	56,400	19,300	37,100
Fire & Emergency Services	1,117,800	141,100	976,700	976,800	168,800	808,000	982,100	171,200	810,900	991,300	173,600	817,700	994,900	173,600	821,300
Roads	2,759,600	207,500	2,552,100	2,794,000	257,500	2,536,500	2,849,900	257,500	2,592,400	2,859,300	257,500	2,601,800	2,863,700	257,500	2,606,200
Streetlights	199,200	199,200	-	139,000	139,000	-	139,000	139,000	(60,200)	139,000	139,000	-	139,000	139,000	-
Water Operations	1,417,000	1,417,000	-	1,390,000	1,390,000	-	1,390,000	1,390,000	(27,000)	1,390,000	1,390,000	-	1,390,000	1,390,000	-
Environmental Services	23,370	23,370	-	13,000	13,000	-	13,000	13,000	(10,370)	13,000	13,000	-	13,000	13,000	-
Recreation & Parks	1,368,270	707,630	660,640	1,320,940	655,180	665,760	1,321,140	654,780	(52,450)	1,321,040	654,080	666,960	1,320,840	653,280	667,560
Cemeteries	4,000	-	4,000	4,000	-	4,000	4,000	-	4,000	4,000	-	4,000	4,000	-	4,000
BIA	35,300	35,300	-	48,800	48,800	-	48,800	48,800	13,500	48,800	48,800	-	48,800	48,800	-
Programs Sub-Total	10,342,490	3,881,400	6,461,090	10,393,490	4,157,280	6,236,210	9,994,090	3,703,780	275,880	6,290,310	10,128,090	3,710,480	6,417,610	10,080,390	3,709,680
Non-Program															
Resource Requests				964,000	579,500	384,500	552,000	240,000	312,000	347,000	150,000	197,000	522,000	321,000	201,000
Infrastructure Renewal	587,059		587,059	699,459		699,459	844,459		844,459	966,459		966,459	1,096,959		1,096,959
Transfer for Capital Projects	626,896		626,896	844,300		844,300	868,684		868,684	887,984		887,984	957,384		957,384
Tax Levy		7,049,145	(7,049,145)		7,049,145	(7,049,145)		7,540,869	(7,540,869)		7,691,853	(7,691,853)		7,845,453	(7,845,453)
Assessment Growth					350,785	(350,785)			-			-			-
PILS and Supplementary taxes		122,500	(122,500)		122,500	(122,500)		122,500	(122,500)		122,500	(122,500)		122,500	(122,500)
OMPF Allocation		593,400	(593,400)		591,100	(591,100)		591,100	(591,100)		591,100	(591,100)		591,100	(591,100)
Tax Write/Offs		(90,000)	90,000		(90,000)	90,000		(90,000)	90,000		(90,000)	90,000		(90,000)	90,000
From Tax Rate Stabilization															
Sub-Total	1,213,955	7,675,045	(6,461,090)	2,507,759	8,603,030	(6,095,271)	2,265,143	8,404,469	(6,139,326)	2,201,443	8,465,453	(6,264,010)	2,576,343	8,790,053	(6,213,710)
Net Operating Results (Surplus)	11,556,445	11,556,445	-	12,901,249	12,760,310	140,939	12,259,233	12,108,249	150,984	12,329,533	12,175,933	153,600	12,656,733	12,499,733	157,000
Tax Rate Change						2.00%			2.00%			2.00%			2.00%



1st Draft 2020 Operating Budget and 2021 to 2023 Forecasts by Account Groupings

	2019 Budget	2020 Budget	Budget Variance	2021 Forecast	2022 Forecast	2023 Forecast
REVENUES						
Resource Requests Funding from Reserves		579,500	579,500	240,000	150,000	321,000
Tax Levy	7,049,145	7,049,145	-	7,540,869	7,691,853	7,845,453
Assessment Growth	-	350,785	350,785	-	-	-
PILS and Supplementary taxes	122,500	122,500	-	122,500	122,500	122,500
OMPF Allocation	593,400	591,100	- 2,300	591,100	591,100	591,100
Tax Write/Offs	- 90,000	- 90,000	-	- 90,000	- 90,000	- 90,000
Building Permit Revenues	350,000	350,000	-	350,000	350,000	350,000
Grants and Subsidies	30,500	541,400	510,900	76,500	76,500	76,500
Water User Fees	1,370,000	1,370,000	-	1,370,000	1,370,000	1,370,000
Recreation User Fees	574,480	583,305	8,825	583,305	583,305	583,305
Penalties/interest	320,000	320,000	-	320,000	320,000	320,000
Fire & Emergency Fees	73,400	101,100	27,700	103,500	105,900	105,900
Streetlight Special Area Charges	199,200	139,000	- 60,200	139,000	139,000	139,000
Interest	100,000	130,000	30,000	130,000	130,000	130,000
Other revenue	434,550	450,775	16,225	455,475	457,975	457,975
Transfer from Reserves	429,270	171,700	- 257,570	176,000	177,800	177,000
Total Revenues	11,556,445	12,760,310	1,203,865	12,108,249	12,175,933	12,499,733
EXPENDITURES						
Labour Costs	4,012,800	4,187,200	174,400	4,240,700	4,284,900	4,310,700
Supplies & Material	261,350	279,850	18,500	283,050	283,050	283,050
Gravel Surface	400,000	400,000	-	400,000	400,000	400,000
Sanding	180,000	180,000	-	180,000	180,000	180,000
Calcium	160,000	160,000	-	160,000	160,000	160,000
General Maintenance	98,020	109,800	11,780	111,529	111,529	111,529
Repairs	10,000	20,000	10,000	20,000	20,000	20,000
Consulting Services	517,500	206,500	- 311,000	156,500	156,500	156,500
Modernization Grant Projects	-	464,900	464,900	-	-	-
Legal and Audit Fees	63,800	63,800	-	63,800	63,800	63,800
Service Agreements	894,760	874,000	- 20,760	883,600	893,400	903,300
IT Services	117,000	123,100	6,100	125,200	127,300	129,400
Resealing	85,000	85,000	-	125,000	125,000	125,000
Roads Maintenance	125,000	125,000	-	125,000	125,000	125,000
Winter Control	57,500	52,500	- 5,000	59,500	59,500	59,500
Equipment/small tools	80,000	72,000	- 8,000	72,000	72,000	72,000
Vehicle Maintenance	229,400	226,000	- 3,400	226,000	226,000	226,000
Fuel	131,200	131,200	-	131,200	131,200	131,200
Community Grants	35,050	35,050	-	35,050	35,050	35,050
Conservation Authorities	164,900	166,900	2,000	169,600	172,200	174,900
Emergency Planning	1,000	1,000	-	1,000	1,000	1,000
Telephone & Cell Phones	18,400	16,400	- 2,000	16,400	16,400	16,400
Hydro	337,650	310,450	- 27,200	310,450	310,450	310,450
Natural Gas	47,200	49,000	1,800	49,000	49,000	49,000
Utilities	203,800	164,200	- 39,600	168,000	172,000	176,200
Water & Sewage	52,490	52,490	-	52,490	52,490	52,490
Economic Development Activities	67,300	67,300	-	67,300	67,300	67,300
Advertising/Promo	52,800	66,300	13,500	66,300	66,300	66,300
Other Expenses	250,740	264,550	13,810	264,550	264,550	264,550
Elections	17,000	18,600	1,600	18,600	97,000	19,000
Inter Dept Expenses	11,000	11,000	-	11,000	11,000	11,000
Insurance & Deductible	146,100	163,800	17,700	164,400	165,000	165,600
Contingency	57,300	64,000	6,700	64,000	64,000	64,000
Debt Servicing	432,600	428,700	- 3,900	432,900	436,500	435,600
Resource Requests	-	964,000	964,000	552,000	347,000	522,000
Capital Projects	626,896	844,300	217,404	868,684	887,984	957,384
Transfers to Reserves	1,023,830	752,900	- 270,930	739,971	728,671	714,571
Trf to Infrastructure Renewal Res.	587,059	699,459	112,400	844,459	966,459	1,096,959
Total Expenditures	11,556,445	12,901,249	1,344,804	12,259,233	12,329,533	12,656,733
Net Base Operating Results (Deficit)	-	- 140,939	- 140,939	- 150,984	- 153,600	- 157,000
Tax Rate Change		2.00%		2.00%	2.00%	2.00%



2020-2023 Resource Requests Summary

#	Program	Description	Strategic Goal	Priority #	2020			2021			2022			2023		
					O or C *	Project Cost	Taxation Funded Requests	O or C *	Project Cost	Taxation Funding Requests	O or C *	Project Cost	Taxation Funding Requests	O or C *	Project Cost	Taxation Funding Requests
1	Corporate	Public education campaign on reduction of single use plastics	Growth Management	1	C	\$ 2,000	\$ 2,000	C	\$ 2,000	\$ 2,000	C	\$ 2,000	\$ 2,000	C	\$ 2,000	\$ 2,000
2	Corporate	Obtain financing with grant applications for the proposed wastewater servicing system (Water Life Cycle Reserve)	Growth Management	1	O	\$ 50,000	\$ -									
3	Corporate	Conclude a financing agreements for the wastewater servicing project. (Water Life Cycle Reserve)	Growth Management	1	O	\$ 50,000	\$ -									
4	Corporate	Undertake a Development Charges By-law update incorporating the cost of wastewater and water environmental assessments. (90% funded by Development Charges)	Growth Management	1	O	\$ 75,000	\$ 7,500							C	\$130,000	\$ 13,000
5	Corporate	Cybersecurity review to determine weaknesses and vulnerabilities within a digital network.	Service Excellence and Good Governance	1	O	\$ 7,000	\$ 7,000									
6	Economic Development	Support the integration of innovation and support services and programs at a hub to drive business creation, growth and scaling for early stage ventures, providing shared office space, broadband access, and meeting and seminar space	Business Creation, Entrepreneurship and Innovation	1	O	\$ 5,000	\$ 5,000	O	\$ 10,000	\$ 10,000	O	\$ 15,000	\$ 15,000	O	\$ 20,000	\$ 20,000
7	Economic Development	To foster the further development of the Town's tourism capacity, experiences, collaborations, infrastructure, and the external marketing partnerships with Headwaters Tourism and Central Counties Tourism. Budget of \$17k would be re-purposed towards this project.	Tourism	1	C	\$ -	\$ -									
8	Economic Development	Continue to provide washroom facilities at McMillan Park through out the busy tourist season to alleviate the lack of public washroom facilities in the downtown Village of Erin.	Tourism	1	O	\$ 5,000	\$ 5,000	O	\$ 5,000	\$ 5,000	O	\$ 5,000	\$ 5,000	O	\$ 5,000	\$ 5,000
9	Economic Development	Regularly review the effectiveness of the Town's Community Improvement Program (CIP) and whether modifications may be appropriate. Promote and administer the (CIP)	A New Era of Managed Growth:	1	O	\$ 40,000	\$ 40,000	O	\$ 50,000	\$ 50,000	O	\$ 50,000	\$ 50,000	O	\$ 50,000	\$ 50,000

#	Program	Description	Strategic Goal	Priority #	2020			2021			2022			2023		
					O or C *	Project Cost	Taxation Funded Requests	O or C *	Project Cost	Taxation Funding Requests	O or C *	Project Cost	Taxation Funding Requests	O or C *	Project Cost	Taxation Funding Requests
10	Planning	Senior Planner (funded from Planning Fees)	Growth Management	1	C	\$130,000	\$ -									
11	Planning	Review and amend the Official Plan to implement the Growth Management Strategy. (90% funded by Development Charges)	Growth Management	1	O	\$ 70,000	\$ 7,000									
12	Planning	Update the development standards manual (engineering)	Growth Management	1	O	\$ 25,000	\$ 25,000									
13	Planning	Create architectural design guidelines	Growth Management	1	O	\$ 50,000	\$ 50,000									
14	Planning	Review and amend community design guidelines	Growth Management	1	O	\$ 50,000	\$ 50,000									
15	Planning	Review and amend the Zoning By-law for urban standards (Savings if Town Planner is hired)	Growth Management	1				O	\$ 80,000	\$ 80,000						
16	Planning	Site Control Plan	Growth Management	1				O	\$ 50,000	\$ 50,000						
17	Fire & Emergency Services	Fire - volunteers recruitment costs	Service Excellence and Good Governance	1	O	\$ 20,000	\$ 20,000				O	\$ 20,000	\$ 20,000			
18	Fire & Emergency Services	Fire Masterplan that will provide strategies to meet demand of fire and emergency services due to growth with risk assessment. (90% funded by Development Charges)	Growth Management	1	O	\$100,000	\$ 10,000									
19	Fire & Emergency Services	Fire Fighters uniforms (2 Resource Requests)	Service Excellence and Good Governance	1	O	\$ 50,000	\$ 50,000	C	\$ 5,000	\$ 5,000	C	\$ 5,000	\$ 5,000	C	\$ 5,000	\$ 5,000
20	Fire & Emergency Services	Fire Vehicle Reserve contributions	Investment in Community Assets	1	C	\$ 50,000	\$ 50,000	C	\$100,000	\$ 100,000	C	\$100,000	\$ 100,000	C	\$100,000	\$ 100,000
21	Infrastructure Services/Roads	Storm water management study and mitigation recommendations for future site plans. As per Council resolution#19-171. (90% funded by Development Charges)	Growth Management	3	O	\$ 60,000	\$ 6,000									
22	Infrastructure Services/Roads	Additional roads maintenance equivalent to increase of \$50k Gravel Levy.	Investment in Community Assets	1	C	\$ 50,000	\$ 50,000									
23	Infrastructure Services/Water	Project Manager for the construction of the waste water servicing project - (NEW STAFF. Funded by Water Life Cycle Reserve for a limited term)	Growth Management	1	C	\$ 75,000	-	O	\$150,000	\$ -	O	\$150,000	\$ -	O	\$150,000	\$ -
24	Infrastructure Services/Parks & Recreation	Feasibility Study and Business Plan for a new multi-use recreation facility at Barbour Field in order to establish the size and program, confirm the location, and to initiate a funding strategy. (90% funded from Development Charges and 10% funded from taxation)	Growth Management					O	\$100,000	\$ 10,000						
25	Infrastructure Services/Parks & Recreation	Hillsburgh Community Centre and evaluate the feasibility and cost-benefits (Feasibility Study) of repurposing the existing facility for other indoor recreation uses.	Growth Management											O	\$ 60,000	\$ 6,000
Total						\$ 964,000	\$ 384,500		\$552,000	\$ 312,000		\$347,000	\$ 197,000		\$522,000	\$ 201,000



Schedule B

Work plan

Committee:	Environment and Sustainability Advisory Committee
Budget Year:	2020

Summary Description of Mandate:

The mandate of the Environment and Sustainability Advisory Committee (ESAC) is to provide advice to Council through the office of the Chief Administrative Officer (CAO) on a range of environmental and sustainability issues including but not limited to:

- To initiate and provide advice with respect to Town properties best suited for multi- faceted environmental conservation practices within the Town of Erin;
- To provide advice as to how sustainable environmental practices may be achieved through the adoption of appropriate municipal policies;
- To establish criteria for the evaluation of public facilities being considered for environmental upgrades;
- To promote the awareness of the Town of Erin's practices, policies and procedures and activity, through publications, events, public speaking, displays, signage and plaques;
- To advise on relevant development, applications and funding opportunities that may be available for undertaking environmental upgrades and fostering greater appreciation for sustainable development within the Town;
- To report to Council through the office of the CAO/Town Manager on environmental project opportunities and long-term sustainable practices;
- Communicating, and collaborating where appropriate, with other Town of Erin staff and committees.

Annual Workplan

<i>Description of initiative</i>	<i>Associated Strategy or Plan</i>
Single Use Plastics Strategy	
Environment Person of the Year Award	
Environment Award Pollinator Display	
Rainbarrel Sales	
Turtle Crossing signs and handouts	
Pollinator Project	

 Sign off from Committee

 Jay Mowat

Print Name

 Sign off from Committee

 Print Name

Budget Request

4100 Misc Revenue	
5205 Office Supplies	
5210 Printing	500.00
5230 Misc Materials/Supp	500.00
5700 Other Expenses	500.00
5755 Advertising	500.00
5800 Insurance Premiums	
<u>Total-</u>	<u>2000.00</u>

Sign off from Committee

Print Name

Sign off from Committee

Print Name

1ST DRAFT 2020 CAPITAL BUDGET & 2021 TO 2023 CAPITAL REQUESTS

Project Description	Priority #	2020 Submitted	2020 Recommended	2021 Submitted	2021 Recommended	2022 Submitted	2022 Recommended	2023 Submitted
GENERAL GOVERNMENT								
Energy and water conservation projects per Energy Audit	3	22,000	22,000					
Electronic Data Records Management System	1	80,000	80,000					
Server hardware replacement	1			30,000	30,000		-	
Parking lot paving and other repairs and maintenance at Townhall	2		-	33,100	33,100			73,000
Upgrade and existing Windows 2012 Servers with current Microsoft released versions	1		-			15,000	15,000	
Upgrade Microsoft Office across network	1		-					21,500
General Government - Totals		102,000	102,000	63,100	63,100	15,000	15,000	94,500
FIRE & EMERGENCY								
Hose Cache	1	20,000	20,000	20,000	20,000			
1990 Tanker 57 replacement	1	450,000	450,000					
Rescue Truck Replacement (2)	1			320,000	320,000		-	
Energy savings projects Station 10 Erin (LED conversions, programmable thermostats, motion controlled light switches)	3	20,000	20,000			30,000	30,000	
Thermal imaging camera	1	15,000	15,000					
Building Condition Assessment recommendations for Erin and Hillsburgh Stations	3	11,200	11,200					
Building Condition Assessment recommendations for Erin Fire Station	2			111,600	111,600	17,200		67,100
Building Condition Assessment recommendations for Hillsburgh Fire Station								27,500
Tanker 58 Replacement	1				-		-	450,000
Rescue Gear Washer & Dryer	2					30,000	30,000	
Fire Dept - Totals		516,200	516,200	451,600	451,600	77,200	60,000	544,600
ROADS								
Culvert 2059 Replacement (Station Road/Sideroad 24) based on OSIM report	1	600,000	600,000					
Culvert 10 Replacement (17th Sideroad) based on OSIM report	1		-	835,000	835,000			
Bridge 5 Replacement (2nd Line) based on OSIM report	1		-			915,000	915,000	
Culvert 2053 Replacement (27th Sideroad) based on OSIM report	1							675,000
Rural Upgrade from gravel to surface treatment locations to be based on 2020 Road Needs Study	1			300,000	300,000	300,000	300,000	300,000
Roadside flail mower attachment for existing tractor	2	18,000	18,000					
Tilting bucket attachment for Cat 314CR excavator	3			50,000	50,000			
Vehicle Replacement program per AMP - 2007 Chevrolet Cube Van with 4x4 Pickup Truck	3					50,000	50,000	
Energy and water conservation projects per Energy Audit	3	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Roads Dept - Totals		623,000	623,000	1,190,000	1,190,000	1,270,000	1,270,000	980,000

1ST DRAFT 2020 CAPITAL BUDGET & 2021 TO 2023 CAPITAL REQUESTS

Project Description	Priority #	2020 Submitted	2020 Recommended	2021 Submitted	2021 Recommended	2022 Submitted	2022 Recommended	2023 Submitted
PARKS & RECREATION								
Erin Community Centre - shared services agreement \$20k sewage treatment	1	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Emergency Response Centre allocations (may not be needed as it is part of ICIP grant application)	3	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Erin Community Centre capital expenditures per BCA (Subject to ICIP Grant funding of \$2.4 million)	1	2,400,000	2,400,000	-	-	-	-	-
Hillsburgh Community Centre capital expenditures per BCA	1	126,500	126,500	-	-	648,000	648,000	302,000
Ballinafad Community Centre capital expenditures per BCA	1	14,000	14,000	54,000	54,000	25,500	25,500	15,000
Parks and Parkettes capital expenditures per BCA	2	84,100	84,100	89,000	89,000	45,000	45,000	40,500
RECREATION DEPT- Totals		2,714,600	2,714,600	233,000	233,000	808,500	808,500	447,500
Water Dept								
Water meter replacement program	1	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Fire Hydrant refurbishmen/replacement program	1	17,000	17,000	17,000	17,000	17,000	17,000	17,000
Building and grounds minor repairs	2	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Water equipment to extend life of asset	1	45,000	45,000	45,000	45,000	45,000	45,000	45,000
Erin water system capital expenditures including energy efficiency upgrades (per OCWA)	1	72,000	72,000	17,500	17,500	21,500	21,500	4,500
Water Dept - Totals		179,000	179,000	124,500	124,500	128,500	128,500	111,500
GRAND TOTAL >		4,134,800	4,134,800	2,062,200	2,062,200	2,299,200	2,282,000	2,178,100

2nd DRAFT 2020 CAPITAL BUDGET & 2021 TO 2023 CAPITAL REQUESTS

Project Description	Priority #	2020 Submitted	2020 Recommended	2020 FUNDING SOURCE						
				Gas Tax/Grants/OCIF	Trade-Ins, Recoveries	Development Charges Reserve	Debt	Infrastructure Renewal Reserve	Other Reserves	Property
										Tax
GENERAL GOVERNMENT										
Energy and water conservation projects per Energy Audit	3	22,000	22,000							22,000
Electronic Data Records Management System	1	80,000	80,000						80,000	
Server hardware replacement	1									-
Parking lot paving and other repairs and maintenance at Townhall	2		-							-
Upgrade and existing Windows 2012 Servers with current Microsoft released versions	1		-							-
Upgrade Microsoft Office across network	1		-							-
General Government - Totals		102,000	102,000	-	-	-	-	-	80,000	22,000
FIRE & EMERGENCY										
Hose Cache	1	20,000	20,000							20,000
1990 Tanker 57 replacement	1	450,000	450,000						200,000	250,000
Rescue Truck Replacement (2)	1									
Energy savings projects Station 10 Erin (LED conversions, programmable thermostats, motion controlled light switches)	3	20,000	20,000							20,000
Thermal imaging camera	1	15,000	15,000							15,000
Building Condition Assessment recommendations for Erin and Hillsburgh Stations	3	11,200	11,200							11,200
Building Condition Assessment recommendations for Erin Fire Station	2									
Building Condition Assessment recommendations for Hillsburgh Fire Station										
Tanker 58 Replacement	1									
Rescue Gear Washer & Dryer	2									
Fire Dept - Totals		516,200	516,200	-	-	-	-	-	200,000	316,200
ROADS										
Culvert 2059 Replacement (Station Road(Sideroad 24)) based on OSIM report	1	600,000	600,000	400,000						200,000
Culvert 10 Replacement (17th Sideroad) based on OSIM report	1		-							
Bridge 5 Replacement (2nd Line) based on OSIM report	1		-							
Culvert 2053 Replacement (27th Sideroad) based on OSIM report	1									
Rural Upgrade from gravel to surface treatment locations to be based on 2020 Road Needs Study	1									
Roadside flail mower attachment for existing tractor	2	18,000	18,000							18,000
Tilting bucket attachment for Cat 314CR excavator	3									
Vehicle Replacement program per AMP - 2007 Chevrolet Cube Van with 4x4 Pickup Truck	3									
Energy and water conservation projects per Energy Audit	3	5,000	5,000							5,000
Roads Dept - Totals		623,000	623,000	400,000	-	-	-	-	-	223,000

2nd DRAFT 2020 CAPITAL BUDGET & 2021 TO 2023 CAPITAL REQUESTS

Project Description	Priority #	2020 Submitted	2020 Recommended	2020 FUNDING SOURCE						
				Gas Tax/Grants/OCIF	Trade-Ins, Recoveries	Development Charges Reserve	Debt	Infrastructure Renewal Reserve	Other Reserves	Property
										Tax
PARKS & RECREATION										
Erin Community Centre - shared services agreement \$20k sewage treatment	1	40,000	40,000							40,000
Emergency Response Centre allocations (may not be needed as it is part of ICIP grant application)	3	50,000	50,000							50,000
Erin Community Centre capital expenditures per BCA (Subject to ICIP Grant funding of \$2.4 million)	1	2,400,000	2,400,000	1,765,000		300,000			235,000	100,000
Hillsburgh Community Centre capital expenditures per BCA	1	126,500	126,500	126,500						
Ballinacorney Community Centre capital expenditures per BCA	1	14,000	14,000	5,000						9,000
Parks and Parkettes capital expenditures per BCA	2	84,100	84,100							84,100
RECREATION DEPT- Totals		2,714,600	2,714,600	1,896,500	-	300,000	-	-	235,000	283,100
Water Dept										
Water meter replacement program	1	30,000	30,000						30,000	
Fire Hydrant refurbishmen/replacement program	1	17,000	17,000						17,000	
Building and grounds minor repairs	2	15,000	15,000						15,000	
Water equipment to extend life of asset	1	45,000	45,000						45,000	
Erin water system capital expenditures including energy efficiency upgrades (per OCWA)	1	72,000	72,000						72,000	
Water Dept - Totals		179,000	179,000	-	-	-	-	-	179,000	-
GRAND TOTAL >		4,134,800	4,134,800	2,296,500	-	300,000	-	-	694,000	844,300

Project Description	2021 Submitted	2021 Recommended	2021 FUNDING SOURCE							
			Gas Tax/Grants/OCIF	Trade-Ins, Recoveries	Development Charges Reserve	Debt	Infrastructure Renewal Reserve	Other Reserves	Property	
									Tax	
GENERAL GOVERNMENT										
Energy and water conservation projects per Energy Audit										
Electronic Data Records Management System										
Server hardware replacement	30,000	30,000							30,000	-
Parking lot paving and other repairs and maintenance at Townhall	33,100	33,100								33,100
Upgrade and existing Windows 2012 Servers with current Microsoft released versions										
Upgrade Microsoft Office across network										
General Government - Totals	63,100	63,100	-	-	-	-	-	-	30,000	33,100
FIRE & EMERGENCY										
Hose Cache	20,000	20,000								20,000
1990 Tanker 57 replacement										
Rescue Truck Replacement (2)	320,000	320,000							200,000	120,000
Energy savings projects Station 10 Erin (LED conversions, programmable thermostats, motion controlled light switches)										
Thermal imaging camera										
Building Condition Assessment recommendations for Erin and Hillsburgh Stations										
Building Condition Assessment recommendations for Erin Fire Station	111,600	111,600								111,600
Building Condition Assessment recommendations for Hillsburgh Fire Station										
Tanker 58 Replacement		-								
Rescue Gear Washer & Dryer										
Fire Dept - Totals	451,600	451,600	-	-	-	-	-	-	200,000	251,600
ROADS										
Culvert 2059 Replacement (Station Road(Sideroad 24)) based on OSIM report										350,984
Culvert 10 Replacement (17th Sideroad) based on OSIM report	835,000	835,000	484,016							
Bridge 5 Replacement (2nd Line) based on OSIM report										
Culvert 2053 Replacement (27th Sideroad) based on OSIM report										
Rural Upgrade from gravel to surface treatment locations to be based on 2020 Road Needs Study	300,000	300,000			150,000			150,000		-
Roadside flail mower attachment for existing tractor										
Tilting bucket attachment for Cat 314CR excavator	50,000	50,000						50,000		
Vehicle Replacement program per AMP - 2007 Chevrolet Cube Van with 4x4 Pickup Truck										
Energy and water conservation projects per Energy Audit	5,000	5,000								5,000
Roads Dept - Totals	1,190,000	1,190,000	484,016	-	150,000	-	-	200,000	-	355,984

Project Description	2021 Submitted	2021 Recommended	2021 FUNDING SOURCE						
			Gas Tax/Grants/OCIF	Trade-Ins, Recoveries	Development Charges Reserve	Debt	Infrastructure Renewal Reserve	Other Reserves	Property
									Tax
PARKS & RECREATION									
Erin Community Centre - shared services agreement \$20k sewage treatment	40,000	40,000							-
Emergency Response Centre allocations (may not be needed as it is part of ICIP grant application)	50,000	50,000							40,000
Erin Community Centre capital expenditures per BCA (Subject to ICIP Grant funding of \$2.4 million)	-	-							50,000
Hillsburgh Community Centre capital expenditures per BCA	-	-							-
Ballinacorney Community Centre capital expenditures per BCA	54,000	54,000		5,000					49,000
Parks and Parkettes capital expenditures per BCA	89,000	89,000							89,000
RECREATION DEPT- Totals	233,000	233,000	-	5,000	-	-	-	-	228,000
Water Dept									
Water meter replacement program	30,000	30,000						30,000	-
Fire Hydrant refurbishment/replacement program	17,000	17,000						17,000	-
Building and grounds minor repairs	15,000	15,000						15,000	-
Water equipment to extend life of asset	45,000	45,000						45,000	-
Erin water system capital expenditures including energy efficiency upgrades (per OCWA)	17,500	17,500						17,500	-
Water Dept - Totals	124,500	124,500	-	-	-	-	-	124,500	-
GRAND TOTAL >	2,062,200	2,062,200	484,016	5,000	150,000	-	200,000	354,500	868,684

Project Description	2022 Submitted	2022 Recommended	2022 FUNDING SOURCE							
			Gas Tax/Grants/OCIF	Trade-Ins, Recoveries	Development Charges Reserve	Debt	Infrastructure Renewal Reserve	Other Reserves	Property	
									Tax	
GENERAL GOVERNMENT										
Energy and water conservation projects per Energy Audit										-
Electronic Data Records Management System										-
Server hardware replacement		-								-
Parking lot paving and other repairs and maintenance at Townhall										-
Upgrade and existing Windows 2012 Servers with current Microsoft released versions	15,000	15,000							15,000	-
Upgrade Microsoft Office across network										-
General Government - Totals	15,000	15,000	-	-	-	-	-	-	15,000	-
FIRE & EMERGENCY										
Hose Cache										-
1990 Tanker 57 replacement										-
Rescue Truck Replacement (2)		-								-
Energy savings projects Station 10 Erin (LED conversions, programmable thermostats, motion contorlled light switches)	30,000	30,000								30,000
Thermal imaging camera										-
Building Condition Assessment recommendations for Erin and Hillsburgh Stations										-
Building Condition Assessment recommendations for Erin Fire Station	17,200									-
Building Condition Assessment recommendations for Hillsburgh Fire Station										-
Tanker 58 Replacement		-								-
Rescue Gear Washer & Dryer	30,000	30,000							30,000	-
Fire Dept - Totals	77,200	60,000	-	-	-	-	-	-	30,000	30,000
ROADS										
Culvert 2059 Replacement (Station Road(Sideroad 24)) based on OSIM report										-
Culvert 10 Replacement (17th Sideroad) based on OSIM report										-
Bridge 5 Replacement (2nd Line) based on OSIM report	915,000	915,000	385,516							529,484
Culvert 2053 Replacement (27th Sideroad) based on OSIM report										-
Rural Upgrade from gravel to surface treatment locations to be based on 2020 Road Needs Study	300,000	300,000			150,000			150,000		-
Roadside flail mower attachment for existing tractor										-
Tilting bucket attachment for Cat 314CR excavator										-
Vehicle Replacement program per AMP - 2007 Chevrolet Cube Van with 4x4 Pickup Truck	50,000	50,000								50,000
Energy and water conservation projects per Energy Audit	5,000	5,000								5,000
Roads Dept - Totals	1,270,000	1,270,000	385,516	-	150,000	-	-	150,000	-	584,484

Project Description	2022 Submitted	2022 Recommended	2022 FUNDING SOURCE						
			Gas Tax/Grants/OCIF	Trade-Ins,	Development Charges Reserve	Debt	Infrastructure Renewal Reserve	Other Reserves	Property
				Recoveries					Tax
PARKS & RECREATION									
Erin Community Centre - shared services agreement \$20k sewage treatment	40,000	40,000							-
Emergency Response Centre allocations (may not be needed as it is part of ICIP grant application)	50,000	50,000							40,000
Erin Community Centre capital expenditures per BCA (Subject to ICIP Grant funding of \$2.4 million)	-								50,000
Hillsburgh Community Centre capital expenditures per BCA	648,000	648,000	150,000				380,000		118,000
Ballinacorney Community Centre capital expenditures per BCA	25,500	25,500		5,000					20,500
Parks and Parkettes capital expenditures per BCA	45,000	45,000							45,000
RECREATION DEPT- Totals	808,500	808,500	150,000	5,000	-	-	380,000	-	273,500
Water Dept									
Water meter replacement program	30,000	30,000						30,000	
Fire Hydrant refurbishment/replacement program	17,000	17,000							17,000
Building and grounds minor repairs	15,000	15,000							15,000
Water equipment to extend life of asset	45,000	45,000							45,000
Erin water system capital expenditures including energy efficiency upgrades (per OCWA)	21,500	21,500							21,500
Water Dept - Totals	128,500	128,500	-	-	-	-	-	128,500	-
GRAND TOTAL >	2,299,200	2,282,000	535,516	5,000	150,000	-	530,000	173,500	887,984

Project Description	2023 Submitted	2023 Recommended	2023 FUNDING SOURCE							
			Gas Tax/Grants/OCIF	Trade-Ins, Recoveries	Development Charges Reserve	Debt	Infrastructure Renewal Reserve	Other Reserves	Property Tax	
			GENERAL GOVERNMENT							
Energy and water conservation projects per Energy Audit										-
Electronic Data Records Management System										-
Server hardware replacement										-
Parking lot paving and other repairs and maintenance at Townhall	73,000	25,300								25,300
Upgrade and existing Windows 2012 Servers with current Microsoft released versions										-
Upgrade Microsoft Office across network	21,500	21,500								21,500
General Government - Totals	94,500	46,800	-	-	-	-	-	-	-	46,800
FIRE & EMERGENCY										
Hose Cache										
1990 Tanker 57 replacement										
Rescue Truck Replacement (2)										
Energy savings projects Station 10 Erin (LED conversions, programmable thermostats, motion controlled light switches)										
Thermal imaging camera										
Building Condition Assessment recommendations for Erin and Hillsburgh Stations										
Building Condition Assessment recommendations for Erin Fire Station	67,100	67,100								67,100
Building Condition Assessment recommendations for Hillsburgh Fire Station	27,500	27,500								27,500
Tanker 58 Replacement	450,000	450,000							200,000	250,000
Rescue Gear Washer & Dryer										
Fire Dept - Totals	544,600	544,600	-	-	-	-	-	-	200,000	344,600
ROADS										
Culvert 2059 Replacement (Station Road(Sideroad 24)) based on OSIM report										
Culvert 10 Replacement (17th Sideroad) based on OSIM report										
Bridge 5 Replacement (2nd Line) based on OSIM report										
Culvert 2053 Replacement (27th Sideroad) based on OSIM report	675,000	675,000	260,016					54,500		360,484
Rural Upgrade from gravel to surface treatment locations to be based on 2020 Road Needs Study	300,000	300,000			150,000			150,000		-
Roadside flail mower attachment for existing tractor										
Tilting bucket attachment for Cat 314CR excavator										
Vehicle Replacement program per AMP - 2007 Chevrolet Cube Van with 4x4 Pickup Truck										
Energy and water conservation projects per Energy Audit	5,000	5,000								5,000
Roads Dept - Totals	980,000	980,000	260,016	-	150,000	-	204,500	-	-	365,484

Project Description	2023 Submitted	2023 Recommended	2023 FUNDING SOURCE						
			Gas Tax/Grants/OCIF	Trade-Ins, Recoveries	Development Charges Reserve	Debt	Infrastructure Renewal Reserve	Other Reserves	Property Tax
PARKS & RECREATION									
Erin Community Centre - shared services agreement \$20k sewage treatment	40,000	40,000							-
Emergency Response Centre allocations (may not be needed as it is part of ICIP grant application)	50,000	50,000							40,000
Erin Community Centre capital expenditures per BCA (Subject to ICIP Grant funding of \$2.4 million)	-	-							50,000
Hillsburgh Community Centre capital expenditures per BCA	302,000	302,000	242,000						-
Ballinacorney Community Centre capital expenditures per BCA	15,000	15,000		5,000					60,000
Parks and Parkettes capital expenditures per BCA	40,500	40,500							10,000
									40,500
RECREATION DEPT- Totals	447,500	447,500	242,000	5,000	-	-	-	-	200,500
Water Dept									
Water meter replacement program	30,000	30,000						30,000	-
Fire Hydrant refurbishment/replacement program	17,000	17,000						17,000	-
Building and grounds minor repairs	15,000	15,000						15,000	-
Water equipment to extend life of asset	45,000	45,000						45,000	-
Erin water system capital expenditures including energy efficiency upgrades (per OCWA)	4,500	4,500						4,500	-
Water Dept - Totals	111,500	111,500	-	-	-	-	-	111,500	-
GRAND TOTAL >	2,178,100	2,130,400	502,016	5,000	150,000	-	204,500	311,500	957,384



RESERVES & RESERVE FUND Forecasts 2019 to 2023

DEPARTMENT			Projected BALANCE @ DEC 31 2018	2019 TRANSACTIONS		Projected BALANCE @ DEC 31 2019
				ADDITIONS	DISBURSEMENTS	
Combined Reserves & Reserve Funds						
Unallocated	RESERVES	WORKING CAPITAL	203,761			203,761
Unallocated	RESERVES	TAX STABILIZATION RESERVE	381,170			381,170
Unallocated	RESERVES	INFRASTRUCTURE RENEWAL	2,585,375	587,059	111,480	3,060,954
Unallocated	RESERVE FUND	GAS TAX REVENUE FUND	298,061	696,440	520,000	474,500
		Modernization Grant	-	609,309	144,409	464,900
Unallocated	RESERVE FUND	Nestle Community Grant	17,787	34,703	44,490	8,000
Unallocated	RESERVE FUND	OCIF Top Up Grant	856,538			856,538
Unallocated	RESERVES	OCIF FORMULA	-	258,604	258,604	-
TOTAL Unallocated			4,342,690			5,449,822
Admin	RESERVES	ELECTION EXPENSE	24,097			24,097
Admin	RESERVES	COMPUTER UPGRADES	34,865	15,000		49,865
Admin	RESERVES	ADMIN FILE MANAGEMENT	87,571			87,571
Admin	RESERVES	ADMIN OFFICE RENO RESERVES	75,691		68,934	6,757
Admin	RESERVES	ADMIN-PHONE RESERVE	891			891
Admin	RESERVES	INSURANCE CONTINGENCY	15,573			15,573
Admin	RESERVES	Retirement Benefits	1,760			1,760
Admin	RESERVE FUND	ADMINISTRATION DC	-	10,000	144,000	-
TOTAL Admin			175,644			- 12,290
Building	RESERVE FUND	BUILDING DEPT REVENUE FUND	106,261	68,140	12,000	162,401
Building	RESERVES	BUILDING DEPT CAPITAL	-			-
TOTAL Building			106,261			162,401
Econ Dev	RESERVES	ECONOMIC DEVELOPMENT RESERVES	36,118		21,000	15,118
Econ Dev	RESERVE FUND	Main St Revitalization Grant	47,765		47,765	-
Econ Dev	RESERVES	DOCTOR RECRUITMENT	-			-
TOTAL Econ Dev			83,883			15,118
Enviro	RESERVE FUND	Water EA STUDY	36,380			36,380
Enviro	RESERVES	EA WATER/WASTEWATER RESERVES	-			-
TOTAL Enviro			36,380			36,380
Fire	RESERVE FUND	FIRE SERVICES DC	197,768	35,000	33,200	199,568
Fire	RESERVES	FIRE CAPITAL	77,083		1,949	75,134
Fire	RESERVES	FIREHALL RESERVE	93,051		93,051	-
Fire	RESERVES	FIRE DEFIBRILLATION	-			-
Fire	RESERVES	FIRE WAGE CONTINGENCY	121,584			121,584
Fire	RESERVES	FIRE VEHICLE RESERVE	159,939	170,000	30,945	298,994
Fire	RESERVES	COMBINED FIRE STATION RESERVES	-			-
TOTAL Fire			649,425			695,280
Recreation	RESERVES	CENTRE 2000 CAPITAL	513,815	18,000	81,000	450,815
Recreation	RESERVES	Barbour Field Septic System	108,894		32,000	76,894
Recreation	RESERVES	HILLSBURGH ARENA CAPITAL	36,718	11,000		47,718
Recreation	RESERVES	BALLINAFAD COMM CENTRE	13,355			13,355
Recreation	RESERVES	ERIN TENNIS CLUB	11,384			11,384
Recreation	RESERVES	EMERGENCY RESPONSE CENTRE	100,000	50,000		150,000
Recreation	RESERVE FUND	CASH IN LIEU OF PARKLAND FUND	916,831	97,000		1,013,831
Recreation	RESERVE FUND	PARKS & RECREATION SERVICES DC	270,316	30,000	68,700	231,616
TOTAL Recreation			1,971,312			1,995,612

DEPARTMENT			Combined Reserves & Reserve Funds	Projected BALANCE @ DEC 31 2018	2019 TRANSACTIONS		Projected BALANCE @ DEC 31 2019
					ADDITIONS	DISBURSEMENTS	
TOTAL Rental	RESERVES	RENTAL FACILITIES RESERVES (Erin Hydro)		-			-
Roads	RESERVES	ROADS CAPITAL		125,836			125,836
Roads	RESERVES	ROADS Streetscape		5,066			
Roads	RESERVES	SIDEWALK REPLACEMENTS		122,227			122,227
Roads	RESERVES	STREETLIGHTS		257,534	73,100	319,270	11,365
Roads	RESERVES	ROADS Fleet Reserve		70,000	50,000		120,000
Roads	RESERVE FUND	SIDEWALK RESERVE Tim Hortons		130,801			130,801
Roads	RESERVE FUND	CASH IN LIEU OF PARKING FUND		18,355			18,355
Roads	RESERVE FUND	DRAINAGE LEVY FUND		16,437			16,437
Roads	RESERVE FUND	TRANSPORTATION SERVICES DC		1,079,319	100,000	157,500	1,021,819
TOTAL Roads				1,825,575			1,566,840
Water	RESERVES	WATER LIFECYCLE		2,439,355	588,900	441,985	2,586,271
Water	RESERVE FUND	TOWN WATER RESERVE FUND		128,977		120,000	8,977
Water	RESERVE FUND	WATER DC		215,992	52,000	637,421	- 369,429
TOTAL Water				2,784,325			2,225,819
Committee	RESERVES	CEMETERY CAPITAL		92,455			92,455
Committee	RESERVES	ERIN PIONEER CEMETERY RESERVES		8,247			8,247
Committee	RESERVES	HERITAGE RESERVES		14,776			14,776
Committee	RESERVES	LGHG COMMITTEE		17,768			17,768
Committee	RESERVE FUND	CELEBRATE ERIN RESERVE FUND		7,465			7,465
Committee	RESERVE FUND	BIA IMPROVEMENT		19,829			19,829
TOTAL Committee				160,541			160,541
				12,136,036	3,554,254	3,389,702	12,295,523



RESERVES & RESERVE FUND Forecasts 2019 to 2023

DEPARTMENT			Combined Reserves & Reserve Funds		2020 TRANSACTIONS		Projected BALANCE @ DEC 31 2020	2021 TRANSACTIONS		Projected BALANCE @ DEC 31 2021
					ADDITIONS	DISBURSEMENTS		ADDITIONS	DISBURSEMENTS	
Unallocated	RESERVES	WORKING CAPITAL					203,761			203,761
Unallocated	RESERVES	TAX STABILIZATION RESERVE					381,170			381,170
Unallocated	RESERVES	INFRASTRUCTURE RENEWAL	699,459	-			3,760,413	844,459	200,000	4,404,872
Unallocated	RESERVE FUND	GAS TAX REVENUE FUND	347,016	266,484			555,032	362,790	224,000	693,822
		Modernization Grant		464,900			-			-
Unallocated	RESERVE FUND	Nestle Community Grant	34,000	8,000			34,000			34,000
Unallocated	RESERVE FUND	OCIF Top Up Grant	709,645	1,566,182			-			-
Unallocated	RESERVES	OCIF FORMULA	260,016	260,016			-	260,016	260,016	-
TOTAL Unallocated							4,934,376			5,717,625
Admin	RESERVES	ELECTION EXPENSE					24,097			24,097
Admin	RESERVES	COMPUTER UPGRADES	15,000				64,865	15,000	30,000	49,865
Admin	RESERVES	ADMIN FILE MANAGEMENT		80,000			7,571			7,571
Admin	RESERVES	ADMIN OFFICE RENO RESERVES					6,757			6,757
Admin	RESERVES	ADMIN-PHONE RESERVE					891			891
Admin	RESERVES	INSURANCE CONTINGENCY					15,573			15,573
Admin	RESERVES	Retirement Benefits					-			-
Admin	RESERVE FUND	ADMINISTRATION DC	10,000				-	10,000		-
TOTAL Admin							- 69,050			- 74,050
Building	RESERVE FUND	BUILDING DEPT REVENUE FUND	15,494				177,895	8,940		186,835
Building	RESERVES	BUILDING DEPT CAPITAL					-			-
TOTAL Building							177,895			186,835
Econ Dev	RESERVES	ECONOMIC DEVELOPMENT RESERVES		5,000			10,118		5,000	5,118
Econ Dev	RESERVE FUND	Main St Revitalization Grant					-			-
Econ Dev	RESERVES	DOCTOR RECRUITMENT					-			-
TOTAL Econ Dev							10,118			5,118
Enviro	RESERVE FUND	Water EA STUDY					36,380			36,380
Enviro	RESERVES	EA WATER/WASTEWATER RESERVES					-			-
TOTAL Enviro							36,380			36,380
Fire	RESERVE FUND	FIRE SERVICES DC	35,000	33,200			201,368	35,000	33,200	203,168
Fire	RESERVES	FIRE CAPITAL					75,134			75,134
Fire	RESERVES	FIREHALL RESERVE					-			-
Fire	RESERVES	FIRE DEFIBRILLATION					-			-
Fire	RESERVES	FIRE WAGE CONTINGENCY					121,584			121,584
Fire	RESERVES	FIRE VEHICLE RESERVE	50,000	200,000			148,994	100,000	200,000	48,994
Fire	RESERVES	COMBINED FIRE STATION RESERVES					-			-
TOTAL Fire							547,080			448,880
Recreation	RESERVES	CENTRE 2000 CAPITAL		235,000			215,815			215,815
Recreation	RESERVES	Barbour Field Septic System					76,894			76,894
Recreation	RESERVES	HILLSBURGH ARENA CAPITAL	11,000				58,718	11,000		69,718
Recreation	RESERVES	BALLINAFAD COMM CENTRE					13,355			13,355
Recreation	RESERVES	ERIN TENNIS CLUB					11,384			11,384
Recreation	RESERVES	EMERGENCY RESPONSE CENTRE	50,000				200,000	50,000		250,000
Recreation	RESERVE FUND	CASH IN LIEU OF PARKLAND FUND	97,000	600,000			510,831	97,000		607,831
Recreation	RESERVE FUND	PARKS & RECREATION SERVICES DC	30,000	27,900			233,716	30,000	27,100	236,616
TOTAL Recreation							1,320,712			1,481,612

DEPARTMENT	Combined Reserves & Reserve Funds	2020 TRANSACTIONS		Projected BALANCE @ DEC 31 2020	2021 TRANSACTIONS		Projected BALANCE @ DEC 31 2021
		ADDITIONS	DISBURSEMENTS		ADDITIONS	DISBURSEMENTS	
TOTAL Rental	RESERVES	RENTAL FACILITIES RESERVES (Erin Hydro)		-			-
Roads	RESERVES	ROADS CAPITAL		125,836			125,836
Roads	RESERVES	ROADS Streetscape					
Roads	RESERVES	SIDEWALK REPLACEMENTS		122,227			122,227
Roads	RESERVES	42,900		54,265	39,100		93,365
Roads	RESERVES	50,000		170,000	50,000		220,000
Roads	RESERVE FUND	SIDEWALK RESERVE Tim Hortons		130,801			130,801
Roads	RESERVE FUND	CASH IN LIEU OF PARKING FUND		18,355			18,355
Roads	RESERVE FUND	DRAINAGE LEVY FUND		16,437			16,437
Roads	RESERVE FUND	100,000	82,800	1,039,019	100,000	233,000	906,019
TOTAL Roads				1,676,940			1,633,040
Water	RESERVES	538,100	292,000	2,832,371	526,071	137,500	3,220,942
Water	RESERVE FUND			8,977			8,977
Water	RESERVE FUND	52,000		- 317,429	52,000		- 265,429
TOTAL Water				2,523,919			2,964,490
Committee	RESERVES	CEMETERY CAPITAL		92,455			92,455
Committee	RESERVES	ERIN PIONEER CEMETERY RESERVES		8,247			8,247
Committee	RESERVES	HERITAGE RESERVES		14,776			14,776
Committee	RESERVES	LGHG COMMITTEE		17,768			17,768
Committee	RESERVE FUND	CELEBRATE ERIN RESERVE FUND		7,465			7,465
Committee	RESERVE FUND	BIA IMPROVEMENT		19,829			19,829
TOTAL Committee				160,541			160,541
		3,146,630	4,121,482	11,318,910	2,591,376	1,349,816	12,560,470






RESERVES & RESERVE FUND Forecasts 2019 to 2023

DEPARTMENT	Combined Reserves & Reserve Funds		2022 TRANSACTIONS		Projected BALANCE @ DEC 31 2022	2023 TRANSACTIONS		Projected BALANCE @ DEC 31 2023
			ADDITIONS	DISBURSEMENTS		ADDITIONS	DISBURSEMENTS	
Unallocated	RESERVES	WORKING CAPITAL			203,761			203,761
Unallocated	RESERVES	TAX STABILIZATION RESERVE			381,170			381,170
Unallocated	RESERVES	INFRASTRUCTURE RENEWAL	966,459	530,000	4,841,331	1,096,959	204,500	5,733,790
Unallocated	RESERVE FUND	GAS TAX REVENUE FUND Modernization Grant	362,790	275,500	781,112	362,790	242,000	901,902
Unallocated	RESERVE FUND	Nestle Community Grant			34,000			34,000
Unallocated	RESERVE FUND	OCIF Top Up Grant			-			-
Unallocated	RESERVES	OCIF FORMULA	260,016	260,016	-	260,016	260,016	-
TOTAL Unallocated					6,241,374			7,254,623
Admin	RESERVES	ELECTION EXPENSE			24,097			24,097
Admin	RESERVES	COMPUTER UPGRADES	15,000	15,000	49,865	15,000	-	64,865
Admin	RESERVES	ADMIN FILE MANAGEMENT			7,571			7,571
Admin	RESERVES	ADMIN OFFICE RENO RESERVES			6,757			6,757
Admin	RESERVES	ADMIN-PHONE RESERVE			891			891
Admin	RESERVES	INSURANCE CONTINGENCY			15,573			15,573
Admin	RESERVES	Retirement Benefits						
Admin	RESERVE FUND	ADMINISTRATION DC	10,000		-	10,000		-
TOTAL Admin					- 64,050			- 39,050
Building	RESERVE FUND	BUILDING DEPT REVENUE FUND	6,840		193,675	6,840		200,515
Building	RESERVES	BUILDING DEPT CAPITAL			-			-
TOTAL Building					193,675			200,515
Econ Dev	RESERVES	ECONOMIC DEVELOPMENT RESERVES			5,118			5,118
Econ Dev	RESERVE FUND	Main St Revitalization Grant			-			-
Econ Dev	RESERVES	DOCTOR RECRUITMENT			-			-
TOTAL Econ Dev					5,118			5,118
Enviro	RESERVE FUND	Water EA STUDY			36,380			36,380
Enviro	RESERVES	EA WATER/WASTEWATER RESERVES			-			-
TOTAL Enviro					36,380			36,380
Fire	RESERVE FUND	FIRE SERVICES DC	35,000	33,200	204,968	35,000	33,200	206,768
Fire	RESERVES	FIRE CAPITAL		30,000	45,134			45,134
Fire	RESERVES	FIREHALL RESERVE			-			-
Fire	RESERVES	FIRE DEFIBRILLATION			-			-
Fire	RESERVES	FIRE WAGE CONTINGENCY			121,584			121,584
Fire	RESERVES	FIRE VEHICLE RESERVE	100,000		148,994	100,000	200,000	48,994
Fire	RESERVES	COMBINED FIRE STATION RESERVES			-			-
TOTAL Fire					520,680			422,480
Recreation	RESERVES	CENTRE 2000 CAPITAL			215,815			215,815
Recreation	RESERVES	Barbour Field Septic System			76,894			76,894
Recreation	RESERVES	HILLSBURGH ARENA CAPITAL	11,000		80,718	11,000		91,718
Recreation	RESERVES	BALLINAFAD COMM CENTRE			13,355			13,355
Recreation	RESERVES	ERIN TENNIS CLUB			11,384			11,384
Recreation	RESERVES	EMERGENCY RESPONSE CENTRE	50,000		300,000	50,000		350,000
Recreation	RESERVE FUND	CASH IN LIEU OF PARKLAND FUND	97,000		704,831	97,000		801,831
Recreation	RESERVE FUND	PARKS & RECREATION SERVICES DC	30,000	26,400	240,216	30,000	26,400	243,816
TOTAL Recreation					1,643,212			1,804,812

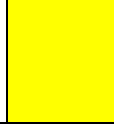
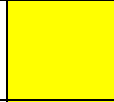

DEPARTMENT	Combined Reserves & Reserve Funds	2022 TRANSACTIONS		Projected BALANCE @ DEC 31 2022	2023 TRANSACTIONS		Projected BALANCE @ DEC 31 2023
		ADDITIONS	DISBURSEMENTS		ADDITIONS	DISBURSEMENTS	
TOTAL Rental	RESERVES	RENTAL FACILITIES RESERVES (Erin Hydro)		-			-
Roads	RESERVES	ROADS CAPITAL		125,836			125,836
Roads	RESERVES	ROADS Streetscape					
Roads	RESERVES	SIDEWALK REPLACEMENTS		122,227			122,227
Roads	RESERVES	35,100		128,465	30,900		159,365
Roads	RESERVES	50,000		270,000	50,000		320,000
Roads	RESERVE FUND	SIDEWALK RESERVE Tim Hortons		130,801			130,801
Roads	RESERVE FUND	CASH IN LIEU OF PARKING FUND		18,355			18,355
Roads	RESERVE FUND	DRAINAGE LEVY FUND		16,437			16,437
Roads	RESERVE FUND	100,000	233,100	772,919	100,000	233,100	639,819
TOTAL Roads				1,585,040			1,532,840
Water	RESERVES	516,271	141,500	3,595,713	506,371	146,500	3,955,584
Water	RESERVE FUND			8,977			8,977
Water	RESERVE FUND	52,000		213,429	52,000		161,429
TOTAL Water				3,391,261			3,803,132
Committee	RESERVES	CEMETERY CAPITAL		92,455			92,455
Committee	RESERVES	ERIN PIONEER CEMETERY RESERVES		8,247			8,247
Committee	RESERVES	HERITAGE RESERVES		14,776			14,776
Committee	RESERVES	LGHG COMMITTEE		17,768			17,768
Committee	RESERVE FUND	CELEBRATE ERIN RESERVE FUND		7,465			7,465
Committee	RESERVE FUND	BIA IMPROVEMENT		19,829			19,829
TOTAL Committee				160,541			160,541
		2,697,476	1,544,716	13,713,230	2,813,876	1,345,716	15,181,390

**2015 / 2016 / 2017 / 2018 / 2019 Capital Projects
Forecast to 2020**


Status

Project completed	
In Progress	
Project complications/delays being encountered	


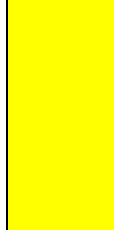
Roads Program

Original Budget Year	#	Project Title	Description	Status	Status Description	Total Budget	Amount Spent In Prior Years	Amount Spent In 2019 (as of October 31, 2019)	Forecast to Dec 31, 2019	Remaining Budget Available For Project	Project Transfer to 2020	Approved Sources of Funding
2017	5	Station St. Rehabilitation	Bridge, Dam, & Sidewalk replacement OCIF Top Up Grant of \$1,576,988 2017 Budget Carryforward: \$1,221,154		Tender was closed and contract to be awarded. Expecting design costs by the end of 2019.	2,500,000	89,963	245,275.12	100,000	2,064,762	2,064,762	Grant and Debt
2019	9	Structure 011 based on OSIM report	May 7, 2018 Council Resolution to apply for ICIP grant.		Engineering design has been procured to be shovel ready. Project expected to cost \$1.1M. Applied for ICIP May 2019. Project was selected as finalist.	300,000	-	-	50,000	250,000	250,000	Taxation = 222,500 + Infrastructure Renewal = 77,500
2019	10	Storm Sewer	Parital reconstruct storm sewer for Daniel St. from English South to new outlet on Wheelock		Project approved Council Resolution #19-305. Contract has been awarded and construction has started.	520,000			250,000	270,000	270,000	Gas Tax
Total >						3,320,000	89,963	245,275	400,000	2,584,762	2,584,762	

Water Program

Original Budget Year	#	Project Title	Project Description	Status	Status Description	Total Budget	Amount Spent In Prior Years	Amount Spent In 2019 (as of October 31, 2019)	Forecast to Dec 31, 2019	Remaining Budget Available For Project	Project Transfer to 2020	Approved Sources of Funding
2019	11	Fire Hydrant Rehabilitation / Replacement Program; Meter Replacement Program			Project to commence and should be at least half completed by end of year.	47,000	-	-	20,000	27,000	27,000	Reserve F30 (\$47,000)
Total >						47,000	-	-	20,000	27,000	27,000	

Environmental Services

Original Budget Year	#	Project Title	Project Description	Status	Status Description	Total Budget	Amount Spent In Prior Years	Amount Spent In 2019 (as of October 31, 2019)	Forecast to Dec 31, 2019	Remaining Budget Available For Project	Project Transfer to 2020	Approved Sources of Funding
2015	14	New Water Supply - Erin Production Well			Part of Water EA project	120,000	-	-		120,000	120,000	Town Water Reserve Fund
2015	16	SSMP - Environmental Assessment > Water	Council Resolution #18-094 approved an increase of \$604,000 (funded 90% through DC Water and 10% through Water LifeCycle Reserves); Council Resolution #19- approved an increase of 395k (funded 50% Water DCs and 50% Water Life Cycle Res); Council Resolution # 19-196 budget increased by \$395k and funded equally by DC-Water and Water Life Cycle Reserve.		Tender awarded for well dritling Council Resolution #19-196. Test well drilling and testing in progress. EA preparation is ongoing.	1,201,290	355,244	273,076	250,000	322,970	322,970	\$604k = 90% DC Water and 10% Water LifeCycle; 395k (50% Water Life Cycle and 50% Water DCs)
Total >						1,321,290	355,244	273,076.09	250,000.00	442,970	442,970	

Recreation

Original Budget Year	#	Project Title	Project Description	Status	Status Description	Total Budget	Amount Spent In Prior Years	Amount Spent In 2019 (as of October 31, 2019)	Forecast to Dec 31, 2019	Remaining Budget Available For Project	Project Transfer to 2020	Approved Sources of Funding
2018	17	Erin Community Centre Brine pump and motor			Replacement is required and can only be done off season. Project recommended to be carried forward to 2020.	18,000	-	-		18,000	18,000	ECC Reserve
2018	18	Playground equipment program	Equipment for Barbour Field.		Project recommended to moved forward to 2020.	10,000	-	-		10,000	10,000	Barbourfields Reserve
2018	19	Barbour Field septic system			Completed. Fencing is outstanding will be completed in spring 2019. Remaining funds recommended to be carried forward to 2020.	50,000	30,574			19,426	19,426	Barbour Field Septic Syst Reserve (\$19426)
2018	20	Sports bleachers program	Bleachers for Barbour Field.		Recommended funding to be carried forward to 2020.	11,000	-	-		11,000	11,000	Barbour Fields Reserve
2018	21	Sports fencing program	Fencing for Barbour Field.		Recommended funding to be carried forward to 2020.	11,000	-	-		11,000	11,000	Barbour Fields Reserve
2018	23	Erin Rotary River Walk (Phase II)	2018 Budget Addition: \$300,000		Waiting on County and Ministry of Enviroment approvals to initiate "Phase 2" - Design. Phase 2 will be recommended to be carried forward to 2020.	300,000	-	-		300,000	300,000	Water Levy (\$5k) Cash in Lieu of Parkland Reserve (\$295k)
2019	26	Erin Community Centre	Accessibility renovations; flat roof; ice resurfacer		RFP for ice resurfacer going out soon in Q4 2019. Flat roof and accessibility renovations will be recommended to be carried to 2020.	160,000	-	-		160,000	160,000	Taxatoin (\$150,000) + Grants (\$10,000)
2019	29	Parks fencing; playground equipment; tractor, bleachers	Annual program contributions for parks fencing, playground, bleachers etc.		Recommended funding to be carried forward to 2020.	63,000	-	-		63,000	63,000	Taxation (\$63,000)
2019	30	Recreation Software for online booking			RFP awarded - implemetation to commence in early 2020.	40,000	-	-		40,000	40,000	Taxation (\$40,000)
						663,000	30,574	-	-	632,426	632,426	

5,351,290	475,781	518,351	670,000	3,687,158	3,687,158
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Appendix G



Cashflow Forecast

	2019	2020	2021	2022	2023
Bank Account Balances					
HISA Investment as of November 21, 2019	12,858,085				
** Cash in Operating Bank Account as of November 21, 2019	885,122				
Cash in Development Charges Bank Account as of November 21, 2019	864,164				
GIC Meridian as of Oct 31, 2019	1,000,000				
Meridian Savings Account as of October 31, 2019	609,309				
Outstanding Cheques Payable as of November 21, 2019 (projected to Dec 31, 2019)	(861,938)				
Cash needed for Payroll until December 31, 2019	(322,194)				
Q4 School Board Levy Payment	(4,447,083)				
Commercial and Industrial Installment (due November 29, 2019)	903,591				
December Taxes Billing (PAPs)	19,159				
Water Billing (PAPs)	15,000				
Total projected cash	11,523,215				
** Balance was <u>not</u> adjusted for cleared cheques that were issued between Oct. 31- Nov					
Beginning cash and cash equivalents	\$ 10,853,215	\$ 10,320,843	\$ 11,485,303	\$ 12,531,563	
Operating					
Cash Collected from Taxes & User Fees	12,123,710	11,932,249	11,998,133	12,322,933	
Additional Taxes Needed	140,939	150,984	153,800	157,000	
Cash transfers from Reserves/Reserve Funds	171,700	176,000	177,800	177,000	
Total Cash	12,436,349	12,259,233	12,329,733	12,656,933	
Operating Expenditures	(10,604,590)	(9,806,119)	(9,746,419)	(9,887,819)	
Surplus/(Deficit)	1,831,759	2,453,114	2,583,314	2,769,114	
Transfers to Reserves/Reserve Funds	(752,900)	(739,971)	(728,671)	(714,571)	
Tranfers to Infrastructure Renewal Reserve	(699,459)	(844,459)	(949,459)	(1,049,459)	
Net Surplus	379,400	868,684	905,184	1,005,084	
Capital					
Cost of Capital Projects	(4,134,800)	(2,062,200)	(2,299,200)	(2,178,100)	
Cash transfers from:					
Gas Tax/Grants/	531,500	484,016	535,516	502,016	
OCIF Formula	709,645				
ICIP Grant (\$2.4m ECC Reno Project)	1,765,000				

	2019	2020	2021	2022	2023
Cash from Trade-Ins		-	5,000	5,000	5,000
Development Charges		300,000	150,000	150,000	150,000
Infrastructure Renewal Reserve		-	200,000	530,000	204,500
Other Reserves		694,000	354,500	173,500	311,500
Cash from Property Taxes					
Cash from Debt related to 2017-2018 Capital Projects		1,473,012		-	
Cash from Debt		-		-	
Net Surplus (Deficit)		1,338,357	(868,684)	(905,184)	(1,005,084)
Changes to Reserves/Reserve Funds					
Estimated Additions to Reserves/Reserve Funds	-	3,134,230	2,533,976	2,618,076	2,603,976
Disbursements for Operating	-	(171,700)	(176,000)	(177,800)	(177,000)
Disbursements for Capital Projects from Previous years	(670,000)	(3,687,158)	-	-	-
Disbursements for Capital Projects current year		(1,525,500)	(1,193,516)	(1,394,016)	(1,173,016)
Net Surplus (Deficit)	(670,000)	(2,250,128)	1,164,460	1,046,260	1,253,960
Net change in cash	(670,000)	(532,372)	1,164,460	1,046,260	1,253,960
Ending cash and cash equivalents	\$ 10,853,215	\$ 10,320,843	\$ 11,485,303	\$ 12,531,563	\$ 13,785,523



THE CORPORATION OF THE TOWN OF ERIN

By-Law # 19 – 58

A By-law to confirm the proceedings of Council at its Special Meeting held December 3rd 2019

Whereas, Section 5, Subsection 1 of the *Municipal Act*, being Chapter 25 of the Statutes of Ontario, 2001, the powers of a municipal corporation are to be exercised by its Council;

And Whereas, Section 5, and Subsection 3 of the *Municipal Act* the powers of every Council are to be exercised by By-Law;

And Whereas, it is deemed expedient that the proceedings of the Council of the Corporation of the Town of Erin at its meeting held **December 3rd 2019** be confirmed and adopted by By-Law;

The Council of the Corporation of the Town of Erin Enacts as Follows:

1. That the action of the Council at its Regular Meeting held on **November 19th 2019** in respect to each report, motion, resolution or other action passed and taken by the Council at its meeting, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by separate by-law.
2. That the Mayor and the proper officers of the Town are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and, except where otherwise provided, the Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Town to all such documents.
3. That this by-law, to the extent to which it provides authority for or constitutes the exercise by the Council of its power to proceed with, or to provide any money for, any undertaking work, project, scheme, act, matter of thing referred to in subsection 65 (1) of the **Ontario Municipal Board Act**, R.S.O. 1990, Chapter 0.28, shall not take effect until the approval of the Ontario Municipal Board with respect thereto, required under such subsection, has been obtained.
4. That any acquisition or purchase of land or of an interest in land pursuant to this by-law or pursuant to an option or agreement authorized by this by-law, is conditional on compliance with **Environmental Assessment Act**, R.S.O. 1990, Chapter E.18.

Passed in open Council on December 3rd 2019.

Mayor, Allan Ails

Clerk, Lisa Champion