



**CITY OF NORTH BAY**

**2018**

**WATER &**

**WASTEWATER**

**OPERATING BUDGET**

# City of North Bay Report to Council

Report No: CORP 2017-90

Date: October 4, 2017

Originator: Laura Boissonneault

Subject: 2018 Water & Wastewater Operating Budget

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## **Recommendation:**

That Report to Council CORP 2017-90 regarding the 2018 Water & Wastewater Operating Budget be received and referred to the Engineering and Works Committee for a Special Committee Meeting to be held on October 24th, 2017.

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## **Background:**

During September 2017, the Managing Director of Engineering, Environmental Services, and Works and associated management team members met with the Chief Administrative Officer, Chief Financial Officer, and associated finance staff to review the 2018 Preliminary Water & Wastewater Operating Budget submissions. The proposed 2018 Water and Wastewater Operating Budget is attached to this report as Appendix A.

**Budget Guidelines** – The 2018 Water & Wastewater Operating Budget was prepared with the following guidelines:

**Service Delivery** – The preliminary budget was prepared with Management’s projections and cost estimates to deliver existing service levels to the ratepayers.

**Expenditures** – These represent Management’s best estimates to deliver the current level of services. Some of Management’s estimates include:

- Annualized approved Council initiatives
- Inclusion of contractual agreements
- Legislated changes that came into effect

**Utility Costs** – Budget estimates take into consideration the prior year’s projected actual billings and as well as expected future trends. Calculations include such items as the benefit of energy efficiencies gained through capital investments and enhanced education programs to improve energy conservation. The enclosed budget assumes hydro costs will increase by 2.0% over 2017 projected actuals and that natural gas costs will increase by 6.4% from the 2017 projected actuals.

**Other Revenue Estimates** – These estimates are based on trends, historical data, current rates, approved rate increases, and any known revenue reductions.

**Staff Complement** – Any changes to the staff complement are outlined in the ‘Notable Adjustments’ within the Water & Wastewater Operating Budget document. All staffing costs and Full Time Equivalents (FTE), including positions grant funded or directly related to Capital, are reported in the personal costs with any associated offsetting revenues being recorded accordingly.

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**Fringe Benefits** - Staff benefit costs have been estimated and updated by the Finance Department and are reflected within the departments that individuals are assigned. Benefits include items such as Employment Insurance, Canada Pension Plan, WSIB, OMERS, EHT, LTD, Life, AD&D, dental and major medical. To date, no changes to the EI and Canada Pension Plan have been communicated.

**Insurance** – These costs are estimated to increase by 5%. The City’s insurance period is from May to April. Therefore, the first 4 months of 2018 is known and the increase is then applied to the remaining 8 months.

**Risks** – As with any budget, there are risks associated with forecasting expenditures and revenues. Many water and wastewater expenditures are non-discretionary. Factors such as water and sewer line breaks, emergencies, fuel costs, insurance rates, utilities, etc. may significantly impact actual net Water and Wastewater operating costs resulting in budget to actual variances. Revenues are volatile due to the fact they are dependent upon the volume being consumed by users. Water and Wastewater operations are also highly contingent on weather and economic conditions. Lastly, the full impacts of Bill 148 have not been costed within this budget submission. Should this Bill pass, there are potential personnel costs that would be incurred.

The tabled Budget contains no contingency account to mitigate any of the aforementioned risks.

**Reserves** – The establishment of reserves provides some ability to respond to emergencies and to absorb some operational deficits. The balance in the associated Operating Reserves as at October 5<sup>th</sup>, 2017 is \$2,936,599 and is allocated as follows:

• Water Operating (99576R):	\$370,463
• Sewer Operating (99577R):	<u>\$2,566,136</u>
<b>Total Operating Reserves</b>	<b>\$2,936,599</b>

The combined Water and Wastewater Operating Reserves represent funds available to mitigate the ongoing operational risks, including risks associated with operating a metered billing system or any unforeseen circumstances. As per the City’s Reserve Policy, Water and Wastewater Stabilization Reserve target is a balance 10% to 15% of budgeted expenditures. Accordingly, with 2018 gross operating budgeted expenditures estimated at \$23.0 million, the Operating Reserves should ideally be in the range of approximately \$2.3 million to \$3.5 million. The Water and Wastewater Budget does not include any transfers to reserves to mitigate the volatile nature of operations. Note that the above reserve balances are subject to year-end accruals and allocations.

**Water Rates** – Water rates are calculated on a full cost recovery model. The enclosed Water and Wastewater Operating Budget will be used as a basis for calculating the 2018 Water and Wastewater rates. The calculated rates will be presented to Council under a separate report CORP 2017-91, on October 17, 2017.

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**Recommendation:**

That Report to Council CORP 2017-90 regarding the 2018 Water & Wastewater Operating Budget be received and referred to the Engineering and Works Committee for a Special Committee Meeting to be held on October 24th, 2017.

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Respectfully submitted,

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Laura Boissonneault, BBA, CPA, CGA  
Manager of Financial Services

We concur in this report and recommendation.

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David Euler, P.Eng., PMP  
Managing Director, Engineering,  
Environmental Services and Works

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Margaret Karpenko CPA, CMA  
Chief Financial Officer/Treasurer

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A. Keith Robicheau  
Chief Administrative Officer

Personnel designated for continuance: Chief Financial Officer and Manager of Financial Services  
Attachment: Appendix A – 2018 Water & Wastewater Operating Budget



# Water and Wastewater Operating Budget Summary

*Budget Year: 2018*

*YTD End Date: September 2017*

*Execution Date: October 9, 2017*

	2016 Actuals	2017 Actuals YTD *	2017 Budget	2018 Council Review	Variance Increase/ (Decrease)	Change %
<b>Wastewater System</b>						
SANITARY SEWER DISTRIBUTION	(1,845,514)	(3,557,325)	7,289,002	7,703,054	414,052	5.68 %
SANITARY SEWER PLANT	1,845,514	1,456,955	1,828,648	1,889,006	60,358	3.30 %
<b>Total Wastewater System:</b>	<b>0</b>	<b>(2,100,370)</b>	<b>9,117,650</b>	<b>9,592,060</b>	<b>474,410</b>	<b>5.20 %</b>
<b>Water System</b>						
WATER DISTRIBUTION	(1,764,539)	(2,386,218)	10,208,370	10,116,578	(91,792)	-0.90 %
WATER PLANT	1,764,539	1,482,602	1,880,702	1,920,762	40,060	2.13 %
<b>Total Water System:</b>	<b>0</b>	<b>(903,616)</b>	<b>12,089,072</b>	<b>12,037,340</b>	<b>(51,732)</b>	<b>-0.43 %</b>
<b>Water and Wastewater Total:</b>	<b>0</b>	<b>(3,003,986)</b>	<b>21,206,722</b>	<b>21,629,400</b>	<b>422,678</b>	<b>1.99 %</b>

\* Actuals subject to year-end adjustments and accrual

\*\* Totals may vary slightly from computer generated budget reports due to rounding

# City of North Bay

## Report to Council

**Report No:** CORP 2017-91

**Date:** October 1, 2017

**Originator:** Margaret Karpenko – Chief Financial Officer

**Subject:** 2018 Preliminary Water and Wastewater Calculated Rates

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### Recommendations:

1. That Report to Council CORP 2017-91 2018 Preliminary Water and Wastewater Calculated Rates be received and referred to the General Government Committee and that Council hold a public meeting on November 13, 2017 with respect to the calculated rates for Water, Wastewater Surcharge and Water Filtration Charges as per Appendix A to Report to Council CORP 2017-91.
  2. That City Council continue to support the residential low-flow toilet replacement rebate program, and maintain the per account limit at two (2) toilets until such time as the \$100,000 initial program funding is spent.
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### Background:

On October 5, 2015 City Council passed Resolution 2015-475 to establish fixed portion of annual water rates on a meter size basis. The user rates are calculated on a full cost recovery model that is consistent with Provincial legislation and formed the basis for the updated Sustainable Financial Plan for Water that was required to be submitted to the Minister of Finance in January 2016 in order to meet the requirements of the City's water operating license.

The City's Water and Wastewater Systems are driven by demand placed on the Systems by its consumers. The following are key highlights of the Systems:

- In 2018 it is anticipated that the City will bill 16,568 connections for water services.
- Not all users connected to the municipal Water System receive wastewater services therefore the number of wastewater customers is marginally lower at 16,431 connections or approximately 97.9% of water customers.
- The water and wastewater general operation and maintenance costs used in the rate calculations are based on the 2018 Water & Wastewater Operating Budget as submitted in Report to Council CORP 2017-90. The total net budget for the Water System is projected to be \$12.03 million and the total net budget for the Wastewater System is \$9.59 million.
- Residential meter water billings commenced as of September 1, 2015. The household monthly consumption for 2016 averaged 14 cubic meters. In 2017, consumption has slightly declined with the summer months experiencing the largest reduction due to the rain. The attached 2018 rates have assumed a reduction in budgeted consumption from 2.53 million cubic meters to 2.42 million cubic meters.

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- ICI (Industrial, Commercial, and Institutional) consumption patterns have significantly declined. Analysis is being conducted on a year over year basis by account to determine root causes. Generally since 2014 the ICI sector has been on a continual decline with respect to consumption. The 2018 rates have been calculated with a year over year reduction of 200,000 cubic meters. Therefore, ICI projected consumption for 2018 is 2 million cubic meters.
  - Based on the results of process reviews, and commitments from the Special Water Review Committee meetings of 2015, the rate structure for 2017 shifted the variable and fixed rate components from 60% fixed /40% variable in 2016 to 50% fixed /50% variable. Placing more weight on the variable component provides customers with increased control over their water and wastewater bill. Conversely, a heavier variable rate puts more risk on the Water and Wastewater budgets. Enclosed in Appendix A are the calculated rates under the existing 50% fixed /50% variable model. For review, a rate structure based on a 40% fixed / 60% variable model is provided in Appendix B. Appendix C provides a sample invoice to illustrate how an individual household may be impacted under each of the rate structures. The overall risk to the Water and Wastewater budgets is that there is a limited residential consumption trend while at the same time the ICI sector continues to reduce consumption. A longer term history of consumption would also normalize the weather impacts. Thus, Administration recommends no change from the current 50% fixed 50% variable structure.
  - Effective January 1, 2016 Council approved a Residential Low-flow Toilet Replacement Rebate Program. The rebate of \$50.00 per replacement of a WaterSense low-flow toilet or efficiency toilet is available to residential units located within the City of North Bay that are connected to the municipal water system. A limit of one rebate per account was also implemented with the rebate being in the form of a credit on the water account. Council approved a reserve transfer of up to \$100,000 to support this initiative. In January 2017, this program was continued, and increased the limit to two rebates per account. At the time of the writing this report, \$43,500 has been applied as credits to various accounts. Administration is recommending that the program continue until the \$100,000 is applied and is also recommending that the per account limit be maintained at two low-flow toilets. This program assists customers with conservation and helps to prevent unexpected high water bills.
  - In accordance with the 2018 Budget Timelines approved by Council as per Report to Council CORP 2017-68, the 2018 Water and Wastewater Rates will come into force on January 1, 2018.

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### **Recommendations:**

1. That Report to Council CORP 2017-91 2018 Preliminary Water and Wastewater Calculated Rates be received and referred to the General Government Committee and that Council hold a public meeting on November 13, 2017 with respect to the calculated rates for Water, Wastewater Surcharge and Water Filtration Charges as per Appendix A to Report to Council CORP 2017-91.
  2. That City Council continue to support the residential low-flow toilet replacement rebate program, and maintain the per account limit at two (2) toilets until such time as the \$100,000 initial program funding is spent.
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Respectfully submitted,

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Margaret Karpenko, CPA, CMA  
Chief Financial Officer

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David Euler, P.Eng, PMP  
Managing Director of Engineering,  
Environmental Services & Works

I concur with this report:

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A. Keith Robicheau  
Chief Administrative Officer

Attachment: Appendix A - 2018 Water and Wastewater Rates 50% Fixed / 50% Variable  
Appendix B - 2018 Water and Wastewater Rates 40% Fixed / 60% Variable  
Appendix C - Sample invoice projections for each rate structure





## APPENDIX C

### 2017 Approved Rates

Basic Customer Bill with Water and Sanitary usage

Fixed / Variable Split:

Fixed	Variable
50%	50%

Monthly Consumption (m3)		14	16	20
Fixed rate		\$ 24.83	\$ 24.83	\$ 24.83
Variable	\$ 1.27	\$ 17.78	\$ 20.32	\$ 25.40
Water cost		\$ 42.61	\$ 45.15	\$ 50.23
Wastewater Rate	76.96%	\$ 32.79	\$ 34.75	\$ 38.66
Filtration Plant		\$ 2.79	\$ 2.79	\$ 2.79
<b>Total Monthly Invoice</b>		<b>\$ 78.19</b>	<b>\$ 82.69</b>	<b>\$ 91.68</b>
<b>Total Yearly Fixed and Variable</b>		<b>\$ 938.28</b>	<b>\$ 992.28</b>	<b>\$ 1,100.16</b>

### 2018 Preliminary Rates

Basic Customer Bill with Water and Sanitary usage

Fixed / Variable Split:

Fixed	Variable
50%	50%

Monthly Consumption (m3)		14	16	20
Fixed rate		\$ 24.68	\$ 24.68	\$ 24.68
Variable	\$ 1.36	\$ 19.04	\$ 21.76	\$ 27.20
Water cost		\$ 43.72	\$ 46.44	\$ 51.88
Wastewater Rate	81.33%	\$ 35.56	\$ 37.77	\$ 42.19
Filtration Plant		\$ 2.72	\$ 2.72	\$ 2.72
<b>Total Monthly Invoice</b>		<b>\$ 82.00</b>	<b>\$ 86.93</b>	<b>\$ 96.79</b>
Dollar Change		\$ 3.81	\$ 4.24	\$ 5.11
Percentage Change		4.87%	5.13%	5.57%
<b>Total Yearly Fixed and Variable</b>		<b>\$ 984.00</b>	<b>\$ 1,043.16</b>	<b>\$ 1,161.48</b>

### 2018 Preliminary Rates

Basic Customer Bill with Water and Sanitary usage

Fixed / Variable Split:

Fixed	Variable
40%	60%

Monthly Consumption (m3)		14	16	20
Fixed rate		\$ 19.74	\$ 19.74	\$ 19.74
Variable	\$ 1.64	\$ 22.96	\$ 26.24	\$ 32.80
Water cost		\$ 42.70	\$ 45.98	\$ 52.54
Wastewater Rate	81.33%	\$ 34.73	\$ 37.40	\$ 42.73
Filtration Plant		\$ 2.72	\$ 2.72	\$ 2.72
<b>Total Monthly Invoice</b>		<b>\$ 80.15</b>	<b>\$ 86.10</b>	<b>\$ 97.99</b>
Dollar Change		\$ 1.96	\$ 3.41	\$ 6.31
Percentage Change		2.51%	4.12%	6.88%
<b>Total Yearly Fixed and Variable</b>		<b>\$ 961.80</b>	<b>\$ 1,033.20</b>	<b>\$ 1,175.88</b>

**Engineering & Works Committee Report No. 2017-03**

November 28, 2017

To The Council  
Of The Corporation  
Of The City Of North Bay

Your Worship and Councillors:

The Engineering & Works Committee presents Report No. 2017-03 and recommends:

1. "That Council approve the 2018 Water and Wastewater Operating Budget with an increase of 1.96%, as shown on Appendix "A" attached".

All of which is respectfully submitted.

	Assents	Dissents
Vrebosch (Chairman)	_____	_____
Mayne	_____	_____
Serran	_____	_____
Mayor McDonald	_____	_____

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# Water and Wastewater Operating Budget Summary



Budget Year: 2018

YTD End Date: November 2017

Execution Date: November 9, 2017

	2016 Actuals	2017 Actuals YTD *	2017 Budget	2018 Council Review	Variance Increase/ (Decrease)	Change %
<b>Wastewater System</b>						
SANITARY SEWER DISTRIBUTION	(1,845,514)	(4,809,347)	7,289,002	7,703,054	414,052	5.68 %
SANITARY SEWER PLANT	1,845,514	1,627,802	1,828,648	1,885,479	56,831	3.11 %
<b>Total Wastewater System:</b>	<b>0</b>	<b>(3,181,545)</b>	<b>9,117,650</b>	<b>9,588,533</b>	<b>470,883</b>	<b>5.16 %</b>
<b>Water System</b>						
WATER DISTRIBUTION	(1,764,539)	(3,878,595)	10,208,370	10,116,578	(91,792)	-0.90 %
WATER PLANT	1,764,539	1,573,931	1,880,702	1,918,101	37,399	1.99 %
<b>Total Water System:</b>	<b>0</b>	<b>(2,304,664)</b>	<b>12,089,072</b>	<b>12,034,679</b>	<b>(54,393)</b>	<b>-0.45 %</b>
<b>Water and Wastewater Total:</b>	<b>0</b>	<b>(5,486,209)</b>	<b>21,206,722</b>	<b>21,623,212</b>	<b>416,490</b>	<b>1.96 %</b>

\* Actuals subject to year-end adjustments and accrual

\*\* Totals may vary slightly from computer generated budget reports due to rounding



# Business Unit Summary

Budget Year: 2018

YTD End Date: December 2017

	2016 Actuals	2017 Actuals YTD	2017 Budget	2018 Approved	Variance	Variance %
<b>Wastewater System</b>						
SANITARY SEWER DISTRIBUTION	(1,845,514)	(1,718,602)	7,289,002	7,703,054	414,052	5.68 %
SANITARY SEWER PLANT	1,845,514	1,800,260	1,828,648	1,885,479	56,831	3.11 %
<b>Total:</b>	<b>0</b>	<b>81,658</b>	<b>9,117,650</b>	<b>9,588,533</b>	<b>470,883</b>	<b>5.16 %</b>
<b>Water System</b>						
WATER DISTRIBUTION	(1,764,539)	(602,856)	10,208,370	10,116,578	(91,792)	-0.90 %
WATER PLANT	1,764,539	1,697,343	1,880,702	1,918,101	37,399	1.99 %
<b>Total:</b>	<b>0</b>	<b>1,094,487</b>	<b>12,089,072</b>	<b>12,034,679</b>	<b>(54,393)</b>	<b>-0.45 %</b>
<b>Grand Total:</b>	<b>0</b>	<b>1,176,145</b>	<b>21,206,722</b>	<b>21,623,212</b>	<b>416,490</b>	<b>1.96 %</b>

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## Activity Summary Overview - 2018 Budget

### Water & Wastewater

The enclosed Water & Wastewater Budget represents the requirement to provide for the operation and maintenance of the water treatment plant and the water distribution system to ensure the sourcing and delivery of clean, safe, drinking water to the citizens of North Bay, as well as to provide for the operation and maintenance of the sanitary sewer collection system and the sewage treatment plant to ensure safe transportation and disposal of sewage. These services are highly regulated and are provided in accordance with Provincial regulations and guidelines.

Recent capital investment in water and wastewater assets is helping to mitigate increases in operating repairs. Spending less time on emergency repairs allows staff to focus on more preventive maintenance and other activities that further improve the sustainability of the system.

#### **Water Distribution Systems:**

The water distribution system, including mains, valves, hydrants, and services contains approximately 15,500 service connections, approximately 304 kilometers of water main and 2,500 valves.

In 2016, the department repaired 41 broken water mains and 45 service leaks. As of September 15<sup>th</sup>, 2017, staff had repaired 35 broken water mains and 29 service leaks. In addition to repairs, the major duties include: water on/off, water locates, new servicing, dead end flushing, water sampling, replacement of valves, various appurtenances and conducting preventative maintenance.

#### **Wastewater System:**

The wastewater system including sanitary mains, 18 lift stations, manholes, force mains, and services contain approximately 270 kilometers of sanitary main, 15,000 services and 3,500 sanitary maintenance holes.

In 2016, the department serviced 23 sanitary main back-ups and 82 sanitary service back-ups. As of September 15<sup>th</sup>, 2017 staff had attended to 19 sanitary main back-ups and 72 sanitary service back-ups.

Other major duties include: repair and replacement of sanitary sewer connections, sewer locates, sanitary main cleaning, service and main repairs, lift station repair and maintenance, manhole repairs, new servicing, and sewer camera inspections.

#### **Water and Wastewater Facilities:**

The City of North Bay Water Treatment System is classified as a "Large Municipal Residential" Class 3 Drinking-Water System. The MOE Permit to Take Water allows the City to consume up to 79,500 cubic meters per day.

The water distribution facilities consist of the following: Ellendale Reservoir, High Lift Pump Station & Re-chlorination Facility; CFB Reservoir; Canadore Pumping Station; Judge Avenue Valve Chamber & Re-chlorination Station; Birch's Road Standpipe and Re-chlorination Station; and Airport Road Standpipe, Booster Pumping Station and Re-chlorination Facility.

The membrane filtration water treatment plant is SCADA controlled with ultraviolet and chlorine disinfection systems. The plant also includes fluoride addition along with corrosion control addition prior to delivery to the distribution system.

The major duties include:

- a. Regulatory monitoring and recording and reporting of operational data of plants and remote facilities.
- b. Adjusting process parameters and procedures to ensure efficient operations.
- c. Responding to SCADA alarms and other emergencies within the water and wastewater facilities.
- d. Performing preventative and emergency maintenance.
- e. Managing capital projects at existing facilities as well as assisting with design and inspection for new facilities within the water and wastewater system.
- f. Operators and maintenance personnel assist other departments as required (leachate facilities, lift stations, etc.).

### Water and Wastewater Positions:

Below are the Full Time Equivalent (FTE) of staff who deliver water and wastewater services. FTE is used to measure a worker's involvement in the service and indicates the workload of an employed person in a way that makes workloads comparable across various contexts. Therefore, an FTE of 1.0 means that the person is equal to a full-time worker, while an FTE of 0.5 signals that the worker is only allocated to the service half the time. Throughout the City's budget, one staff may be allocated to several services.

<b>Water and Wastewater Positions</b>	<b>2017 FTE</b>	<b>2018 FTE</b>
Senior Facilities & Env. Engineer	0.50	0.50
Operations Manager, Water & Wastewater Facilities	1.00	1.00
Operations Supervisor, Water & Wastewater Facilities	1.00	1.00
WWTP Clerk	1.00	1.00
WWF Operator In Training	1.00	1.00
WWF Operator 1	3.00	3.00
WWF Scada Tech	1.00	1.00
WWF Industrial Millwright	2.00	3.00
WWF Operator II	2.00	1.00
Scada Electrician*	1.00	1.00
Managing Director	0.40	0.40
Director of Public Works	0.45	0.45
Manager of Operations	0.90	0.90
Supervisor	2.70	2.70
Supervisor Summer Construction *	0.48	0.48
Operator 1 Summer Construction *	3.36	3.36
Chargehand	7.20	7.20
Operator 1	11.22	11.22
Loader Backhoe Excavator	0.45	0.45
Certified Sewer Cleaner/Flusher	2.70	2.70
Mechanic (Lift Stations)	1.00	1.00
Truck Driver	3.60	3.60
Excavator Operator	1.80	1.80
Backhoe Operator	0.90	0.90

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<b>Water and Wastewater Positions</b>	<b>2017 FTE</b>	<b>2018 FTE</b>
Clerk	0.90	0.90
Students *	3.72	3.41
Water Meter Clerk	2.00	2.00
Administrative Supervisor	-	0.45
<b>Totals</b>	<b>57.28</b>	<b>57.42</b>

*\*Note: Of the total Facility Plants, (1) Scada Electrician is allocated to capital as approved in prior years. Of the total Water & Wastewater Distribution complement, (1) Supervisor Summer Construction, (7) Operator 1 Summer Construction, and (3.5) students are funded through capital.*

# Executive Report

Budget Year: 2018; YTD End Date: December 2017

Department(s): Wastewater System, Water System

Division(s): SANITARY SEWER DISTRIBUTION, SANITARY SEWER PLANT, WATER DISTRIBUTION, WATER FINANCE ADMIN, WATER PLANT

	2016 Actuals	2017 Actuals YTD	2017 Budget	2018 Approved	Variance	Variance %
<b>PERSONNEL</b>						
1001 REGULAR SALARIES	2,448,980	2,276,721	3,145,672	3,217,983	72,311	2.30 %
1002 TEMPORARY SALARIES	60,721	124,450	23,407	18,054	(5,353)	-22.87 %
1003 SHIFT PREMIUM	3,341	3,062	3,327	3,835	508	15.27 %
1004 OTHER/STANDBY	86,602	93,177	102,483	101,592	(891)	-0.87 %
1010 MODIFIED/ACCOMMODATED	17,522	20,154	0	0	0	0.00 %
1011 SALARIES CAPITAL/Special Projects	0	0	362,705	384,224	21,519	5.93 %
1101 OVERTIME FULLTIME	156,195	175,835	283,087	232,500	(50,587)	-17.87 %
1102 OVERTIME PART TIME	0	210	0	0	0	0.00 %
1201 VACATION other	0	45	0	0	0	0.00 %
1202 VACATION	250,756	224,261	3,582	3,971	389	10.86 %
1203 COMPASSIONATE LEAVE	5,949	3,509	0	0	0	0.00 %
1204 STATUTORY HOLIDAYS	118,291	94,537	0	0	0	0.00 %
1207 SICK LEAVE	93,802	124,970	0	0	0	0.00 %
1299 OTHER LABOUR COSTS	85	106	0	0	0	0.00 %
1301 WSIB LEAVE	1,638	(1,184)	0	0	0	0.00 %
1401 TRAINING & SAFETY	71,269	58,875	0	0	0	0.00 %
1499 OTHER EMP ALLOWANCES	2,385	3,203	0	2,160	2,160	100.00 %
1801 FRINGE BENEFITS-FULLTIME	942,561	952,141	1,070,715	1,109,394	38,679	3.61 %
1802 FRINGE BENEFITS-PARTTIME	10,043	18,814	5,732	11,746	6,014	104.92 %
<b>PERSONNEL TOTAL</b>	<b>4,270,140</b>	<b>4,172,886</b>	<b>5,000,710</b>	<b>5,085,459</b>	<b>84,749</b>	<b>1.69 %</b>
<b>GOODS &amp; SERVICES</b>						
2006 ASPHALT - COLD MIX	16,661	10,521	25,000	30,000	5,000	20.00 %
2008 CEMENT	1,303	1,536	4,000	4,000	0	0.00 %
2020 SEWER/WATER PIPE & PARTS	187,136	166,283	179,999	179,999	0	0.00 %
2030 GRAVEL	134,141	19,553	88,500	88,500	0	0.00 %
2055 MATERIALS	315,383	384,657	420,000	431,000	11,000	2.62 %
2099 MISC. MATERIALS	49,479	12,550	46,000	4,000	(42,000)	-91.30 %
2401 GAS FUEL	0	0	136,944	136,944	0	0.00 %
2407 COLOURED/DYED DIESEL	6,532	17,727	5,000	7,700	2,700	54.00 %
2410 PROPANE	331	0	0	0	0	0.00 %
2415 LUBRICANTS	1,117	5,016	0	4,000	4,000	100.00 %
2425 REPAIR PARTS	1,043	4,226	0	2,800	2,800	100.00 %
2430 MECHANIC SHOP SUPPLIES	987	3,126	0	2,500	2,500	100.00 %
2435 TOOLS	32,513	47,975	35,568	33,068	(2,500)	-7.03 %
2440 MAINTENANCE SUPPLIES	894	253	0	200	200	100.00 %
2499 MISC FLEET SUPPLIES	0	44	0	0	0	0.00 %
2601 OFFICE SUPPLIES	23,154	12,082	9,400	9,400	0	0.00 %
2605 ENGINEERING SUPPLIES	848	0	0	0	0	0.00 %
2615 JANITORIAL SUPPLIES	718	2,370	0	1,077	1,077	100.00 %

# Executive Report

Budget Year: 2018; YTD End Date: December 2017

Department(s): Wastewater System, Water System

Division(s): SANITARY SEWER DISTRIBUTION, SANITARY SEWER PLANT, WATER DISTRIBUTION, WATER FINANCE ADMIN, WATER PLANT

	2016 Actuals	2017 Actuals YTD	2017 Budget	2018 Approved	Variance	Variance %
2625 BUILDING MAINT SUPPLIES	1,223	1,716	0	2,150	2,150	100.00 %
2650 CLOTHING / UNIFORM	26,895	16,573	21,944	22,480	536	2.44 %
2655 SAFETY SUPPLIES	57,966	45,102	39,981	46,981	7,000	17.51 %
2660 SAFETY BOOT ALLOWANCE	8,177	6,110	9,560	13,239	3,679	38.48 %
2690 ELECTRONIC MATERIALS	0	1,807	0	0	0	0.00 %
2699 MISC GENERAL SUPPLIES	32	2,362	0	2,100	2,100	100.00 %
2701 HYDRO	1,319,060	1,178,261	1,321,294	1,297,452	(23,842)	-1.80 %
2702 GAS	0	0	0	500	500	100.00 %
2705 NATURAL GAS	57,354	64,234	55,303	59,923	4,620	8.35 %
2715 WATER	17,147	13,813	21,856	15,389	(6,467)	-29.59 %
2720 MUNICIPAL TAXES	243,369	231,272	245,802	245,802	0	0.00 %
2975 LAB TESTING	0	23,980	0	22,000	22,000	100.00 %
2980 INSTRUMENTATION	0	10,680	0	4,000	4,000	100.00 %
2985 LAB EQUIPMENT	0	5,405	0	3,000	3,000	100.00 %
2987 ELECTRICAL SUPPLIES	0	568	0	250	250	100.00 %
2999 MISCELLANEOUS SUPPLIES	154	64	0	0	0	0.00 %
3001 POSTAGE	136,223	115,350	139,978	129,600	(10,378)	-7.41 %
3005 COURIER & DELIVERY	2,158	4,255	5,500	2,000	(3,500)	-63.64 %
3007 ONTARIO 1 CALL CENTER	5,627	5,279	8,000	8,000	0	0.00 %
3010 TELEPHONE	48,233	43,916	44,256	45,960	1,704	3.85 %
3025 PHOTOCOPY EXPENSES	117	2,011	0	1,400	1,400	100.00 %
3035 MILEAGE	3,654	4,711	5,150	5,400	250	4.85 %
3055 MEETING COSTS	64	365	0	0	0	0.00 %
3060 MEALS	177	0	0	0	0	0.00 %
3065 MEMBERSHIPS/LICENSES/CERTIFICATIONS	6,410	8,600	6,235	6,735	500	8.02 %
3070 TRAINING COURSES - OUTSID	18,962	5,919	0	0	0	0.00 %
3075 TRAINING COURSES - IN HOU	48,784	27,578	61,000	60,000	(1,000)	-1.64 %
3080 ADVERTISING & PROMOTION	0	109	0	0	0	0.00 %
3088 REBATES/REFUNDS	22,500	24,075	10,000	10,000	0	0.00 %
3089 CONSUMPTION CREDITS	15,953	6,908	10,000	10,000	0	0.00 %
3099 MISC ADMIN EXPENSES	0	0	(48,536)	(50,000)	(1,464)	-3.02 %
3102 CONSULTANT FEES I.S.	66,397	85,704	67,025	85,491	18,466	27.55 %
3105 LEGAL FEES	0	1,015	0	0	0	0.00 %
3199 MISC PROFESSIONAL FEES	595	175	0	0	0	0.00 %
3205 VEHICLE LEASE/RENTAL	54,161	21,072	9,000	17,000	8,000	88.89 %
3301 RADIO MAINTENANCE	53,821	52,607	93,770	63,970	(29,800)	-31.78 %
3305 BUILDING MAINTENANCE	292	179	0	0	0	0.00 %
3307 EQUIPMENT MAINTENANCE/CONTRACTS	0	215	0	0	0	0.00 %
3310 OFFICE EQUIPMENT MAINTEN	330	346	0	0	0	0.00 %



# Executive Report

Budget Year: 2018; YTD End Date: December 2017

Department(s): Wastewater System, Water System

Division(s): SANITARY SEWER DISTRIBUTION, SANITARY SEWER PLANT, WATER DISTRIBUTION, WATER FINANCE ADMIN, WATER PLANT

	2016 Actuals	2017 Actuals YTD	2017 Budget	2018 Approved	Variance	Variance %
3325 WATER METER MAINTENANCE	22,250	5,825	40,000	40,000	0	0.00 %
3350 DRY CLEANING/LAUNDERING	972	629	1,000	1,000	0	0.00 %
3412 INTERNET FEES	2,173	2,010	0	1,424	1,424	100.00 %
3418 WATER ANALYSIS	625	0	0	0	0	0.00 %
3425 CONSTRUCTION CONTRACT	173,754	133,741	177,315	156,315	(21,000)	-11.84 %
3426 PATCHING	666,861	406,471	565,521	576,830	11,309	2.00 %
3427 HYDROSEEDING	17,939	24,821	33,048	33,940	892	2.70 %
3428 CONCRETE RESTORATION	0	14,620	0	0	0	0.00 %
3430 MAINTENANCE CONTRACT	19,000	11,568	18,000	15,000	(3,000)	-16.67 %
3445 SNOW REMOVAL CONTRACT	5,607	4,012	0	5,000	5,000	100.00 %
3489 CONTRACT/OUTSIDE SERVICES	925	7,363	0	0	0	0.00 %
3499 MISC CONTRACTS	0	65	0	0	0	0.00 %
3601 INSURANCE PREMIUMS	220,945	199,485	227,425	202,546	(24,879)	-10.94 %
3969 SLUDGE DISPOSAL	88,137	75,383	43,500	100,000	56,500	129.89 %
<b>GOODS &amp; SERVICES TOTAL</b>	<b>4,207,263</b>	<b>3,586,248</b>	<b>4,183,338</b>	<b>4,198,065</b>	<b>14,727</b>	<b>0.35 %</b>
<b>FINANCIAL EXPENSES</b>						
4015 DEBENTURE PRINCIPAL	2,410,113	2,710,426	2,710,425	3,010,751	300,326	11.08 %
4020 DEBENTURE INTEREST	488,013	490,225	522,818	518,985	(3,833)	-0.73 %
<b>FINANCIAL EXPENSES TOTAL</b>	<b>2,898,126</b>	<b>3,200,651</b>	<b>3,233,243</b>	<b>3,529,736</b>	<b>296,493</b>	<b>9.17 %</b>
<b>CAPITAL/RESERVE TRANSACTIONS</b>						
5015 OFFICE FURNITURE & EQUIP	422	518	0	0	0	0.00 %
5020 WATER METERS	24,533	18,688	20,000	49,800	29,800	149.00 %
5030 COMPUTER H/WARE & S/WARE	78	92	0	0	0	0.00 %
5101 CAPITAL LEVY	7,655,253	8,140,780	8,140,780	7,854,924	(285,856)	-3.51 %
5115 TRANSFER TO RESERVE FUND	1,012,788	0	0	0	0	0.00 %
<b>CAPITAL/RESERVE TRANSACTIONS TOTAL</b>	<b>8,693,074</b>	<b>8,160,078</b>	<b>8,160,780</b>	<b>7,904,724</b>	<b>(256,056)</b>	<b>-3.14 %</b>
<b>INTERNAL TRANSFERS</b>						
7001 VEH & EQUIPMENT USAGE FEE	1,026,533	800,971	736,379	736,379	0	0.00 %
7010 ADMINISTRATON & OVERHEAD	1,084,199	1,103,374	1,275,710	1,532,611	256,901	20.14 %
<b>EXPENSE TOTAL</b>	<b>22,179,335</b>	<b>21,024,208</b>	<b>22,590,160</b>	<b>22,986,974</b>	<b>396,814</b>	<b>1.76 %</b>
<b>REVENUE</b>						
0175 DIRECT WATER BILLINGS	12,067,386	10,772,051	0	0	0	0.00 %
0177 FILTRATION PLANT LEVY	695,101	681,053	678,030	664,110	(13,920)	-2.05 %
0178 CONSTRUCTION WATER	19,414	10,829	10,000	10,000	0	0.00 %
0180 SEWER SURCHARGE	8,981,622	8,101,685	0	0	0	0.00 %
0426 MISAPPLIED PAYMENTS	51	18	0	0	0	0.00 %
0431 PENALTIES/WATER ACCOUNTS	52,806	47,691	40,000	40,000	0	0.00 %
0456 SALE OF SCRAP METALS	3,387	6,529	0	2,500	2,500	100.00 %
0460 TRANSFER FRM CAPITAL FUND	0	0	420,408	437,154	16,746	3.98 %
0468 METER REPLACEMENT	5,605	2,937	0	0	0	0.00 %



# Executive Report

Budget Year: 2018; YTD End Date: December 2017

Department(s): Wastewater System, Water System

Division(s): SANITARY SEWER DISTRIBUTION, SANITARY SEWER PLANT, WATER DISTRIBUTION, WATER FINANCE ADMIN, WATER PLANT

	2016 Actuals	2017 Actuals YTD	2017 Budget	2018 Approved	Variance	Variance %
0472 REIMB - CUPE BENEFITS	7,999	1,548	0	0	0	0.00 %
0476 REIMBURSEMENT-CUPE WAGES	23,572	5,025	0	0	0	0.00 %
0480 SUNDRY REVENUE	16,474	9,527	25,000	15,000	(10,000)	-40.00 %
0481 INSURANCE REVENUE	3,270	0	0	0	0	0.00 %
0856 RETURN CHEQUE CHARGE	2,508	5,589	0	0	0	0.00 %
0860 ACCOUNT ADJ./METER READS	36,803	36,174	30,000	30,000	0	0.00 %
0873 SANITARY SEWER CONNECTION	12,224	11,067	5,000	5,000	0	0.00 %
0874 SEWER RODDINGS	31,885	28,687	30,000	25,000	(5,000)	-16.67 %
0876 WATER CONNECTIONS	45,211	10,062	15,000	5,000	(10,000)	-66.67 %
0877 WATER THAWS	0	371	3,000	3,000	0	0.00 %
0878 WATER TURN ON/OFF	32,775	26,246	25,000	25,000	0	0.00 %
0897 PATTON BULK WATER	4,982	5,148	4,000	4,000	0	0.00 %
0899 OTHER SERVICE CHARGES	87,094	32,161	40,000	40,000	0	0.00 %
0985 SEPTAGE TREATMENT	49,160	53,667	58,000	58,000	0	0.00 %
<b>REVENUE TOTAL</b>	<b>22,179,329</b>	<b>19,848,065</b>	<b>1,383,438</b>	<b>1,363,764</b>	<b>(19,674)</b>	<b>-1.42 %</b>
<b>GRAND TOTAL:</b>	<b>6</b>	<b>1,176,143</b>	<b>21,206,722</b>	<b>21,623,210</b>	<b>416,488</b>	<b>1.96 %</b>



# **WATER**

## **2018 OPERATING BUDGET**

# Executive Report

Budget Year: 2018; YTD End Date: December 2017

Department(s): Water System

Division(s): WATER DISTRIBUTION, WATER FINANCE ADMIN, WATER PLANT

	2016 Actuals	2017 Actuals YTD	2017 Budget	2018 Approved	Variance	Variance %
<b>PERSONNEL</b>						
1001 REGULAR SALARIES	1,396,108	1,395,199	1,664,894	1,704,926	40,032	2.40 %
1002 TEMPORARY SALARIES	36,701	43,703	8,706	0	(8,706)	-100.00 %
1003 SHIFT PREMIUM	2,463	2,310	3,327	3,485	158	4.75 %
1004 OTHER/STANDBY	65,669	72,281	54,991	54,620	(371)	-0.67 %
1010 MODIFIED/ACCOMMODATED	1,436	7,251	0	0	0	0.00 %
1011 SALARIES CAPITAL/Special Projects	0	0	155,874	166,520	10,646	6.83 %
1101 OVERTIME FULLTIME	87,987	110,880	159,189	139,000	(20,189)	-12.68 %
1102 OVERTIME PART TIME	0	119	0	0	0	0.00 %
1201 VACATION other	0	45	0	0	0	0.00 %
1202 VACATION	226,914	205,798	1,714	1,677	(37)	-2.16 %
1203 COMPASSIONATE LEAVE	5,949	3,509	0	0	0	0.00 %
1204 STATUTORY HOLIDAYS	106,320	84,259	0	0	0	0.00 %
1207 SICK LEAVE	84,176	118,601	0	0	0	0.00 %
1299 OTHER LABOUR COSTS	85	106	0	0	0	0.00 %
1301 WSIB LEAVE	1,638	(1,184)	0	0	0	0.00 %
1401 TRAINING & SAFETY	61,984	55,170	0	0	0	0.00 %
1499 OTHER EMP ALLOWANCES	1,160	2,484	0	0	0	0.00 %
1801 FRINGE BENEFITS-FULLTIME	627,849	651,977	559,164	578,496	19,332	3.46 %
1802 FRINGE BENEFITS-PARTTIME	7,957	10,975	1,308	4,960	3,652	279.20 %
<b>PERSONNEL TOTAL</b>	<b>2,714,396</b>	<b>2,763,483</b>	<b>2,609,167</b>	<b>2,653,684</b>	<b>44,517</b>	<b>1.71 %</b>
<b>GOODS &amp; SERVICES</b>						
2006 ASPHALT - COLD MIX	6,852	8,346	25,000	25,000	0	0.00 %
2008 CEMENT	0	721	0	1,000	1,000	100.00 %
2020 SEWER/WATER PIPE & PARTS	108,191	106,139	102,222	102,222	0	0.00 %
2030 GRAVEL	107,920	11,846	69,900	69,900	0	0.00 %
2055 MATERIALS	107,215	196,650	220,000	221,000	1,000	0.45 %
2099 MISC. MATERIALS	11,464	1,037	19,000	2,000	(17,000)	-89.47 %
2401 GAS FUEL	0	0	72,029	72,029	0	0.00 %
2407 COLOURED/DYED DIESEL	6,343	16,703	5,000	6,700	1,700	34.00 %
2410 PROPANE	331	0	0	0	0	0.00 %
2415 LUBRICANTS	321	2,461	0	2,500	2,500	100.00 %
2425 REPAIR PARTS	1,036	1,236	0	1,300	1,300	100.00 %
2430 MECHANIC SHOP SUPPLIES	171	513	0	500	500	100.00 %
2435 TOOLS	23,161	14,664	17,538	18,038	500	2.85 %
2440 MAINTENANCE SUPPLIES	391	86	0	0	0	0.00 %
2499 MISC FLEET SUPPLIES	0	44	0	0	0	0.00 %
2601 OFFICE SUPPLIES	15,752	9,585	7,400	7,400	0	0.00 %
2605 ENGINEERING SUPPLIES	848	0	0	0	0	0.00 %
2615 JANITORIAL SUPPLIES	37	467	0	0	0	0.00 %



# Executive Report

Budget Year: 2018; YTD End Date: December 2017

Department(s): Water System

Division(s): WATER DISTRIBUTION, WATER FINANCE ADMIN, WATER PLANT

	2016 Actuals	2017 Actuals YTD	2017 Budget	2018 Approved	Variance	Variance %
2625 BUILDING MAINT SUPPLIES	0	227	0	500	500	100.00 %
2650 CLOTHING / UNIFORM	10,814	7,238	14,080	9,600	(4,480)	-31.82 %
2655 SAFETY SUPPLIES	33,432	22,540	18,823	20,823	2,000	10.63 %
2660 SAFETY BOOT ALLOWANCE	5,806	4,306	5,060	6,105	1,045	20.65 %
2699 MISC GENERAL SUPPLIES	0	596	0	600	600	100.00 %
2701 HYDRO	774,705	678,003	779,970	756,128	(23,842)	-3.06 %
2705 NATURAL GAS	17,523	4,901	20,303	22,683	2,380	11.72 %
2715 WATER	12,478	10,379	16,281	13,645	(2,636)	-16.19 %
2720 MUNICIPAL TAXES	139,880	137,398	141,279	141,279	0	0.00 %
2975 LAB TESTING	0	13,935	0	12,000	12,000	100.00 %
2980 INSTRUMENTATION	0	9,234	0	2,000	2,000	100.00 %
2985 LAB EQUIPMENT	0	5,230	0	3,000	3,000	100.00 %
2987 ELECTRICAL SUPPLIES	0	253	0	250	250	100.00 %
3001 POSTAGE	136,216	115,350	139,978	129,600	(10,378)	-7.41 %
3005 COURIER & DELIVERY	919	149	1,750	0	(1,750)	-100.00 %
3007 ONTARIO 1 CALL CENTER	5,627	4,051	8,000	8,000	0	0.00 %
3010 TELEPHONE	17,608	14,438	15,920	17,624	1,704	10.70 %
3035 MILEAGE	2,167	2,843	1,750	2,000	250	14.29 %
3055 MEETING COSTS	64	0	0	0	0	0.00 %
3065 MEMBERSHIPS/LICENSES/CERTIFICATIONS	5,052	5,702	6,235	6,735	500	8.02 %
3070 TRAINING COURSES - OUTSID	18,677	2,679	0	0	0	0.00 %
3075 TRAINING COURSES - IN HOU	38,829	23,236	35,000	35,000	0	0.00 %
3080 ADVERTISING & PROMOTION	0	109	0	0	0	0.00 %
3088 REBATES/REFUNDS	22,500	24,075	10,000	10,000	0	0.00 %
3089 CONSUMPTION CREDITS	9,558	4,098	10,000	10,000	0	0.00 %
3099 MISC ADMIN EXPENSES	0	0	(50,000)	(50,000)	0	0.00 %
3102 CONSULTANT FEES I.S.	34,919	42,852	35,185	44,994	9,809	27.88 %
3105 LEGAL FEES	0	1,015	0	0	0	0.00 %
3199 MISC PROFESSIONAL FEES	0	175	0	0	0	0.00 %
3205 VEHICLE LEASE/RENTAL	28,249	9,007	5,000	10,000	5,000	100.00 %
3301 RADIO MAINTENANCE	53,821	52,607	91,700	61,900	(29,800)	-32.50 %
3305 BUILDING MAINTENANCE	162	28	0	0	0	0.00 %
3307 EQUIPMENT MAINTENANCE/CONTRACTS	0	215	0	0	0	0.00 %
3310 OFFICE EQUIPMENT MAINTEN	330	346	0	0	0	0.00 %
3325 WATER METER MAINTENANCE	22,250	5,825	40,000	40,000	0	0.00 %
3350 DRY CLEANING/LAUNDERING	685	424	1,000	1,000	0	0.00 %
3412 INTERNET FEES	1,747	2,004	0	1,424	1,424	100.00 %
3418 WATER ANALYSIS	326	0	0	0	0	0.00 %
3425 CONSTRUCTION CONTRACT	102,904	88,916	96,175	80,175	(16,000)	-16.64 %

# Executive Report

Budget Year: 2018; YTD End Date: December 2017

Department(s): Water System

Division(s): WATER DISTRIBUTION, WATER FINANCE ADMIN, WATER PLANT

	2016 Actuals	2017 Actuals YTD	2017 Budget	2018 Approved	Variance	Variance %
3426 PATCHING	392,838	262,585	319,734	326,128	6,394	2.00 %
3427 HYDROSEEDING	14,473	17,473	19,749	20,282	533	2.70 %
3428 CONCRETE RESTORATION	0	9,796	0	0	0	0.00 %
3430 MAINTENANCE CONTRACT	8,134	3,424	10,000	7,000	(3,000)	-30.00 %
3445 SNOW REMOVAL CONTRACT	3,193	1,022	0	2,000	2,000	100.00 %
3489 CONTRACT/OUTSIDE SERVICES	420	4,546	0	0	0	0.00 %
3601 INSURANCE PREMIUMS	83,939	72,450	86,256	76,072	(10,184)	-11.81 %
<b>GOODS &amp; SERVICES TOTAL</b>	<b>2,390,278</b>	<b>2,036,178</b>	<b>2,417,317</b>	<b>2,358,136</b>	<b>(59,181)</b>	<b>-2.45 %</b>
<b>FINANCIAL EXPENSES</b>						
4015 DEBENTURE PRINCIPAL	1,939,435	1,939,748	1,989,748	2,050,073	60,325	3.03 %
4020 DEBENTURE INTEREST	384,964	329,632	337,590	311,412	(26,178)	-7.75 %
<b>FINANCIAL EXPENSES TOTAL</b>	<b>2,324,399</b>	<b>2,269,380</b>	<b>2,327,338</b>	<b>2,361,485</b>	<b>34,147</b>	<b>1.47 %</b>
<b>CAPITAL/RESERVE TRANSACTIONS</b>						
5015 OFFICE FURNITURE & EQUIP	422	0	0	0	0	0.00 %
5020 WATER METERS	24,533	18,688	20,000	49,800	29,800	149.00 %
5030 COMPUTER H/WARE & S/WARE	0	92	0	0	0	0.00 %
5101 CAPITAL LEVY	4,274,263	4,477,429	4,477,429	4,320,208	(157,221)	-3.51 %
5115 TRANSFER TO RESERVE FUND	168,292	0	0	0	0	0.00 %
<b>CAPITAL/RESERVE TRANSACTIONS TOTAL</b>	<b>4,467,510</b>	<b>4,496,209</b>	<b>4,497,429</b>	<b>4,370,008</b>	<b>(127,421)</b>	<b>-2.83 %</b>
<b>INTERNAL TRANSFERS</b>						
7001 VEH & EQUIPMENT USAGE FEE	656,283	525,790	387,316	387,316	0	0.00 %
7010 ADMINISTRATON & OVERHEAD	523,561	632,483	876,350	878,954	2,604	0.30 %
<b>EXPENSE TOTAL</b>	<b>13,076,427</b>	<b>12,723,523</b>	<b>13,114,917</b>	<b>13,009,583</b>	<b>(105,334)</b>	<b>-0.80 %</b>
<b>REVENUE</b>						
0175 DIRECT WATER BILLINGS	12,067,386	10,772,051	0	0	0	0.00 %
0177 FILTRATION PLANT LEVY	695,101	681,053	678,030	664,110	(13,920)	-2.05 %
0178 CONSTRUCTION WATER	19,414	10,829	10,000	10,000	0	0.00 %
0426 MISAPPLIED PAYMENTS	51	18	0	0	0	0.00 %
0431 PENALTIES/WATER ACCOUNTS	26,403	47,691	20,000	20,000	0	0.00 %
0456 SALE OF SCRAP METALS	3,320	4,264	0	0	0	0.00 %
0460 TRANSFER FRM CAPITAL FUND	0	0	175,814	183,795	7,981	4.54 %
0468 METER REPLACEMENT	5,605	2,937	0	0	0	0.00 %
0472 REIMB - CUPE BENEFITS	7,999	1,548	0	0	0	0.00 %
0476 REIMBURSEMENT-CUPE WAGES	23,572	5,025	0	0	0	0.00 %
0480 SUNDRY REVENUE	14,323	9,233	25,000	15,000	(10,000)	-40.00 %
0481 INSURANCE REVENUE	3,270	0	0	0	0	0.00 %
0856 RETURN CHEQUE CHARGE	2,508	5,589	0	0	0	0.00 %
0860 ACCOUNT ADJ./METER READS	36,803	36,174	30,000	30,000	0	0.00 %
0874 SEWER RODDINGS	605	0	0	0	0	0.00 %
0876 WATER CONNECTIONS	45,211	10,062	15,000	5,000	(10,000)	-66.67 %



# Executive Report

Budget Year: 2018; YTD End Date: December 2017

Department(s): Water System

Division(s): WATER DISTRIBUTION, WATER FINANCE ADMIN, WATER PLANT

	2016 Actuals	2017 Actuals YTD	2017 Budget	2018 Approved	Variance	Variance %
0877 WATER THAWS	0	371	3,000	3,000	0	0.00 %
0878 WATER TURN ON/OFF	32,775	26,246	25,000	25,000	0	0.00 %
0897 PATTON BULK WATER	4,982	5,148	4,000	4,000	0	0.00 %
0899 OTHER SERVICE CHARGES	87,094	10,798	40,000	15,000	(25,000)	-62.50 %
REVENUE TOTAL	13,076,422	11,629,037	1,025,844	974,905	(50,939)	-4.97 %
<b>GRAND TOTAL:</b>	<b>5</b>	<b>1,094,486</b>	<b>12,089,073</b>	<b>12,034,678</b>	<b>(54,395)</b>	<b>-0.45 %</b>



# **WASTEWATER**

## **2018 OPERATING BUDGET**

# Executive Report

Budget Year: 2018; YTD End Date: December 2017

Department(s): Wastewater System

Division(s): SANITARY SEWER DISTRIBUTION, SANITARY SEWER PLANT

	2016 Actuals	2017 Actuals YTD	2017 Budget	2018 Approved	Variance	Variance %
<b>PERSONNEL</b>						
1001 REGULAR SALARIES	1,052,872	881,522	1,480,778	1,513,057	32,279	2.18 %
1002 TEMPORARY SALARIES	24,020	80,747	14,701	18,054	3,353	22.81 %
1003 SHIFT PREMIUM	878	752	0	350	350	100.00 %
1004 OTHER/STANDBY	20,933	20,896	47,492	46,972	(520)	-1.09 %
1010 MODIFIED/ACCOMMODATED	16,086	12,903	0	0	0	0.00 %
1011 SALARIES CAPITAL/Special Projects	0	0	206,831	217,704	10,873	5.26 %
1101 OVERTIME FULLTIME	68,208	64,955	123,898	93,500	(30,398)	-24.53 %
1102 OVERTIME PART TIME	0	91	0	0	0	0.00 %
1201 VACATION other	0	0	0	0	0	0.00 %
1202 VACATION	23,842	18,463	1,868	2,294	426	22.81 %
1204 STATUTORY HOLIDAYS	11,971	10,278	0	0	0	0.00 %
1207 SICK LEAVE	9,626	6,369	0	0	0	0.00 %
1401 TRAINING & SAFETY	9,285	3,705	0	0	0	0.00 %
1499 OTHER EMP ALLOWANCES	1,225	719	0	2,160	2,160	100.00 %
1801 FRINGE BENEFITS-FULLTIME	314,712	300,164	511,551	530,898	19,347	3.78 %
1802 FRINGE BENEFITS-PARTTIME	2,086	7,839	4,424	6,786	2,362	53.39 %
<b>PERSONNEL TOTAL</b>	<b>1,555,744</b>	<b>1,409,403</b>	<b>2,391,543</b>	<b>2,431,775</b>	<b>40,232</b>	<b>1.68 %</b>
<b>GOODS &amp; SERVICES</b>						
2006 ASPHALT - COLD MIX	9,809	2,175	0	5,000	5,000	100.00 %
2008 CEMENT	1,303	815	4,000	3,000	(1,000)	-25.00 %
2020 SEWER/WATER PIPE & PARTS	78,945	60,144	77,777	77,777	0	0.00 %
2030 GRAVEL	26,221	7,707	18,600	18,600	0	0.00 %
2055 MATERIALS	208,168	188,007	200,000	210,000	10,000	5.00 %
2099 MISC. MATERIALS	38,015	11,513	27,000	2,000	(25,000)	-92.59 %
2401 GAS FUEL	0	0	64,915	64,915	0	0.00 %
2407 COLOURED/DYED DIESEL	189	1,024	0	1,000	1,000	100.00 %
2415 LUBRICANTS	796	2,555	0	1,500	1,500	100.00 %
2425 REPAIR PARTS	7	2,990	0	1,500	1,500	100.00 %
2430 MECHANIC SHOP SUPPLIES	816	2,613	0	2,000	2,000	100.00 %
2435 TOOLS	9,352	33,311	18,030	15,030	(3,000)	-16.64 %
2440 MAINTENANCE SUPPLIES	503	167	0	200	200	100.00 %
2601 OFFICE SUPPLIES	7,402	2,497	2,000	2,000	0	0.00 %
2615 JANITORIAL SUPPLIES	681	1,903	0	1,077	1,077	100.00 %
2625 BUILDING MAINT SUPPLIES	1,223	1,489	0	1,650	1,650	100.00 %
2650 CLOTHING / UNIFORM	16,081	9,335	7,864	12,880	5,016	63.78 %
2655 SAFETY SUPPLIES	24,534	22,562	21,158	26,158	5,000	23.63 %
2660 SAFETY BOOT ALLOWANCE	2,371	1,804	4,500	7,134	2,634	58.53 %
2690 ELECTRONIC MATERIALS	0	1,807	0	0	0	0.00 %
2699 MISC GENERAL SUPPLIES	32	1,766	0	1,500	1,500	100.00 %

# Executive Report

Budget Year: 2018; YTD End Date: December 2017

Department(s): Wastewater System

Division(s): SANITARY SEWER DISTRIBUTION, SANITARY SEWER PLANT

	2016 Actuals	2017 Actuals YTD	2017 Budget	2018 Approved	Variance	Variance %
2701 HYDRO	544,355	500,258	541,324	541,324	0	0.00 %
2702 GAS	0	0	0	500	500	100.00 %
2705 NATURAL GAS	39,831	59,333	35,000	37,240	2,240	6.40 %
2715 WATER	4,669	3,434	5,575	1,744	(3,831)	-68.72 %
2720 MUNICIPAL TAXES	103,489	93,874	104,523	104,523	0	0.00 %
2975 LAB TESTING	0	10,045	0	10,000	10,000	100.00 %
2980 INSTRUMENTATION	0	1,446	0	2,000	2,000	100.00 %
2985 LAB EQUIPMENT	0	175	0	0	0	0.00 %
2987 ELECTRICAL SUPPLIES	0	315	0	0	0	0.00 %
2999 MISCELLANEOUS SUPPLIES	154	64	0	0	0	0.00 %
3001 POSTAGE	7	0	0	0	0	0.00 %
3005 COURIER & DELIVERY	1,239	4,106	3,750	2,000	(1,750)	-46.67 %
3007 ONTARIO 1 CALL CENTER	0	1,228	0	0	0	0.00 %
3010 TELEPHONE	30,625	29,478	28,336	28,336	0	0.00 %
3025 PHOTOCOPY EXPENSES	117	2,011	0	1,400	1,400	100.00 %
3035 MILEAGE	1,487	1,868	3,400	3,400	0	0.00 %
3055 MEETING COSTS	0	365	0	0	0	0.00 %
3060 MEALS	177	0	0	0	0	0.00 %
3065 MEMBERSHIPS/LICENSES/CERTIFICATIONS	1,358	2,898	0	0	0	0.00 %
3070 TRAINING COURSES - OUTSID	285	3,240	0	0	0	0.00 %
3075 TRAINING COURSES - IN HOU	9,955	4,342	26,000	25,000	(1,000)	-3.85 %
3089 CONSUMPTION CREDITS	6,395	2,810	0	0	0	0.00 %
3099 MISC ADMIN EXPENSES	0	0	1,464	0	(1,464)	-100.00 %
3102 CONSULTANT FEES I.S.	31,478	42,852	31,840	40,497	8,657	27.19 %
3199 MISC PROFESSIONAL FEES	595	0	0	0	0	0.00 %
3205 VEHICLE LEASE/RENTAL	25,912	12,065	4,000	7,000	3,000	75.00 %
3301 RADIO MAINTENANCE	0	0	2,070	2,070	0	0.00 %
3305 BUILDING MAINTENANCE	130	151	0	0	0	0.00 %
3350 DRY CLEANING/LAUNDERING	287	205	0	0	0	0.00 %
3412 INTERNET FEES	426	6	0	0	0	0.00 %
3418 WATER ANALYSIS	299	0	0	0	0	0.00 %
3425 CONSTRUCTION CONTRACT	70,850	44,825	81,140	76,140	(5,000)	-6.16 %
3426 PATCHING	274,023	143,886	245,787	250,702	4,915	2.00 %
3427 HYDROSEEDING	3,466	7,348	13,299	13,658	359	2.70 %
3428 CONCRETE RESTORATION	0	4,824	0	0	0	0.00 %
3430 MAINTENANCE CONTRACT	10,866	8,144	8,000	8,000	0	0.00 %
3445 SNOW REMOVAL CONTRACT	2,414	2,990	0	3,000	3,000	100.00 %
3489 CONTRACT/OUTSIDE SERVICES	505	2,817	0	0	0	0.00 %
3499 MISC CONTRACTS	0	65	0	0	0	0.00 %
3601 INSURANCE PREMIUMS	137,006	127,035	141,169	126,474	(14,695)	-10.41 %

# Executive Report

Budget Year: 2018; YTD End Date: December 2017

Department(s): Wastewater System

Division(s): SANITARY SEWER DISTRIBUTION, SANITARY SEWER PLANT

	2016 Actuals	2017 Actuals YTD	2017 Budget	2018 Approved	Variance	Variance %
3969 SLUDGE DISPOSAL	88,137	75,383	43,500	100,000	56,500	129.89 %
GOODS & SERVICES TOTAL	1,816,985	1,550,070	1,766,021	1,839,929	73,908	4.19 %
<b>FINANCIAL EXPENSES</b>						
4015 DEBENTURE PRINCIPAL	470,678	770,678	720,677	960,678	240,001	33.30 %
4020 DEBENTURE INTEREST	103,049	160,593	185,228	207,573	22,345	12.06 %
FINANCIAL EXPENSES TOTAL	573,727	931,271	905,905	1,168,251	262,346	28.96 %
<b>CAPITAL/RESERVE TRANSACTIONS</b>						
5015 OFFICE FURNITURE & EQUIP	0	518	0	0	0	0.00 %
5030 COMPUTER H/WARE & S/WARE	78	0	0	0	0	0.00 %
5101 CAPITAL LEVY	3,380,990	3,663,351	3,663,351	3,534,716	(128,635)	-3.51 %
5115 TRANSFER TO RESERVE FUND	844,496	0	0	0	0	0.00 %
CAPITAL/RESERVE TRANSACTIONS TOTAL	4,225,564	3,663,869	3,663,351	3,534,716	(128,635)	-3.51 %
<b>INTERNAL TRANSFERS</b>						
7001 VEH & EQUIPMENT USAGE FEE	370,250	275,181	349,063	349,063	0	0.00 %
7010 ADMINISTRATON & OVERHEAD	560,638	470,891	399,360	653,657	254,297	63.68 %
EXPENSE TOTAL	9,102,908	8,300,685	9,475,243	9,977,391	502,148	5.30 %
<b>REVENUE</b>						
0180 SEWER SURCHARGE	8,981,622	8,101,685	0	0	0	0.00 %
0431 PENALTIES/WATER ACCOUNTS	26,403	0	20,000	20,000	0	0.00 %
0456 SALE OF SCRAP METALS	67	2,265	0	2,500	2,500	100.00 %
0460 TRANSFER FRM CAPITAL FUND	0	0	244,594	253,359	8,765	3.58 %
0480 SUNDRY REVENUE	2,151	294	0	0	0	0.00 %
0873 SANITARY SEWER CONNECTION	12,224	11,067	5,000	5,000	0	0.00 %
0874 SEWER RODDINGS	31,280	28,687	30,000	25,000	(5,000)	-16.67 %
0899 OTHER SERVICE CHARGES	0	21,363	0	25,000	25,000	100.00 %
0985 SEPTAGE TREATMENT	49,160	53,667	58,000	58,000	0	0.00 %
REVENUE TOTAL	9,102,907	8,219,028	357,594	388,859	31,265	8.74 %
<b>GRAND TOTAL:</b>	<b>1</b>	<b>81,657</b>	<b>9,117,649</b>	<b>9,588,532</b>	<b>470,883</b>	<b>5.16 %</b>