

Finance & Administration Committee 2012 Budget Review

- Council
- CAO/Clerk including CEDC
- Human Resources
- Police
- Finance
- Corporate Administration
- Conservation Authority/Health Services/Tile Drainage
- Information Technology
- Fire & Emergency Measures
- BIA

**Town of The Blue Mountains
2012 Budget
Department Summary**

Revised 01/16/12
02:14 PM

Operating
Council
1-110

	2010		2011		2012 Proposed			Projected			
	Actual	Budget	Actual	Budget	Budget	\$ Chg	% Ch	2013 Budget	% Ch	2014 Budget	% Chg
EXPENSES											
Salaries, Wages & Benefits	204,156	213,900	217,183	211,400	209,000	-2,400	-1.1%	209,500	0.2%	210,000	0.2%
Administrative Expenses	9,817	11,170	4,639	10,000	9,900	-100	-1.0%	10,800	9.1%	10,910	1.0%
Operating Expenses	82	0	0	0	0	0	0.0%	0	0.0%	0	0.0%
Communications	13,880	3,750	2,619	3,550	3,650	100	2.8%	3,750	2.7%	3,750	0.0%
Training Related	19,095	16,400	12,291	16,400	16,300	-100	-0.6%	17,350	6.4%	17,625	1.6%
Personnel	3,169	500	4,552	5,500	5,500	0	0.0%	5,500	0.0%	5,500	0.0%
Equipment Related	20,062	40,000	1,068	0	0	0	0.0%	0	0.0%	40,000	0.0%
Professional Fees	14,448	0	0	0	0	0	0.0%	0	0.0%	0	0.0%
Financial Expenses	13,144	12,820	15,503	15,000	13,000	-2,000	-13.3%	13,650	5.0%	14,330	5.0%
TOTAL EXPENSES	<u>297,853</u>	<u>298,540</u>	<u>257,855</u>	<u>261,850</u>	<u>257,350</u>	<u>-4,500</u>	<u>-1.7%</u>	<u>260,550</u>	<u>1.2%</u>	<u>302,115</u>	<u>16.0%</u>
TRANSFERS											
Transfers to Capital	3,948	3,178	0	5,339	18,831	13,492	252.7%	3,196	-83.0%	3,196	0.0%
Transfers to Reserves	10,000	10,000	10,000	10,000	15,000	5,000	50.0%	10,000	-33.3%	10,000	0.0%
Interfunctional Transfers	-24,573	-79,939	-88,402	-88,402	-94,400	-5,998	6.8%	-94,500	0.1%	-95,800	1.4%
TOTAL TRANSFERS	<u>-10,625</u>	<u>-66,761</u>	<u>-78,402</u>	<u>-73,063</u>	<u>-60,569</u>	<u>12,494</u>	<u>-17.1%</u>	<u>-81,304</u>	<u>34.2%</u>	<u>-82,604</u>	<u>1.6%</u>
TOTAL TRANSFERS & EX	<u>287,228</u>	<u>231,779</u>	<u>179,453</u>	<u>188,787</u>	<u>196,781</u>	<u>7,994</u>	<u>4.2%</u>	<u>179,246</u>	<u>-8.9%</u>	<u>219,511</u>	<u>22.5%</u>
REVENUE											
Reserve Revenue	40,000	40,000	0	0	0	0	0.0%	0	0.0%	40,000	0.0%
Fee and Charges	0	0	5,000	0	0	0	0.0%	0	0.0%	0	0.0%
TOTAL REVENUE	<u>40,000</u>	<u>40,000</u>	<u>5,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.0%</u>	<u>0</u>	<u>0.0%</u>	<u>40,000</u>	<u>0.0%</u>
NET POSITION	<u>-247,228</u>	<u>-191,779</u>	<u>-174,453</u>	<u>-188,787</u>	<u>-196,781</u>	<u>-7,994</u>	<u>4.2%</u>	<u>-179,246</u>	<u>-8.9%</u>	<u>-179,511</u>	<u>0.1%</u>

**TOWN OF THE BLUE MOUNTAINS
LONG TERM FINANCIAL PLAN
CAPITAL PROJECT INFORMATION SHEET**

SECTION: General Government
DEPT: ADMINISTRATION
SUB-DEPT: Council, Admin, CAO, Clerk, Treasurer
PROJECT: Administration Summary

PURPOSE:

PERFORMANCE & ACTIVITY MEASURES
INCREASE (DECREASE)

PROJECT FINANCIAL DETAILS

	2011	2012	2013	2014	2015	2016
Expenditures						
Financial Information System	0	30,000	10,000	10,000	10,000	10,000
Administration Building Construction	2,447,000	183,630	0	0	0	0
Town Hall Replacement Phone System	50,000	0	0	0	0	0
Medical Clinic Property	5,425	0	0	0	0	0
Human Resources Information System	0	0	25,000	0	0	0
Computer Equipment - Financial Services	22,356	23,248	14,946	14,946	18,518	14,946
Computer Equipment - Council	5,339	3,831	3,196	3,196	4,149	3,196
Computer Equipment - Clerk/CAO	9,810	5,747	4,794	4,794	6,223	4,794
Computer Equipment - Human Resources	3,204	4,650	2,989	2,989	3,704	2,989
Furniture & Equipment - FIT/Planning	35,000	22,000	0	0	0	0
Total Expenditures	2,578,134	273,106	60,925	35,925	42,594	35,925
Sources of Financing						
External Sources:						
Grants, Subsidies	1,132,000	0	0	0	0	0
Developer Contributions	0	0	0	0	0	0
Donations, Other Revenue	0	0	0	0	0	0
Revenue Fund:						
from Operations (Tax Base)	200,184	59,476	60,925	35,925	42,594	35,925
from Operations (User Fees)	62,850	0	0	0	0	0
Municipal Act, 326, 391	0	0	0	0	0	0
Other Sources, specify	0	0	0	0	0	0
Reserves and Reserve Funds:						
from Capital Res	30,000	30,000	0	0	0	0
from Equipment Repl Res	0	0	0	0	0	0
from Sewer Res	0	0	0	0	0	0
from Water Res	0	0	0	0	0	0
from Other Res	-30,000	0	0	0	0	0
from Development Charges	0	0	0	0	0	0
from Parkland Res Fund	0	0	0	0	0	0
from Other Res Fund	0	0	0	0	0	0
Debenture Financing:						
Debt	2,985,700	183,630	0	0	0	0
Capital Lease	0	0	0	0	0	0
Total Financing	4,380,734	273,106	60,925	35,925	42,594	35,925
Unfinanced Outlay (Net)	0	0	0	0	0	0

EXPLANATION & HIGHLIGHTS:

General Ledger Account(s):
General Ledger Account(s):

Administration Office Furniture

Project #	6-121-1000
Department	Corporate Administration
Year of Initiation	2012
Year of Completion	2011
Submitted by	David Finbow
Flexible	Yes
Capital	Yes

Description
Provide 3 work stations (desks and chairs) for Council within the Town Hall Administration Office

Category	Details
Purpose	To provide 3 work stations (desks, chairs) for Council within the Town Hall Administration Office
Strategic Plan	This furthers the Town's Strategic Plan by addressing Goal #2 "Addressing the Town's municipal infrastructure needs".
Environmental Impact	

Budget									
Expenditures	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ -							62000	
Advertisements	\$ -							62125	
Courier	\$ -							63010	
Professional Fees	\$ -							63100	
Legal	\$ -							63105	
Engineering	\$ -							63115	
Consulting	\$ -							63120	
Contract Services	\$ -							63125	
Contingencies	\$ -							63126	
Additional Equipment	\$ 15,000	\$ 15,000						64010	
Replacement Equipment	\$ -							64011	
Additional Vehicles	\$ -							64020	
Replacement Vehicles	\$ -							64021	
Interim Financing	\$ -							63210	
Expenditures Total:	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -		

		Budget							
Funding		Total	2012	2013	2014	2015	2016	2017	Account
	Federal Grants	\$ -							53005
	Provincial Grants	\$ -							53010
	Municipal Act 326 / 391	\$ -							54012
	Developer Contributions	\$ -							57013
	Revenue Fund - Taxes	\$ 15,000	\$ 15,000						54011
	Revenue Fund - User Fees	\$ -							54011
	Reserves	\$ -							54032
	Reserve Funds	\$ -							54046
	Debt	\$ -							58100
Funding Total:		\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -			

Timeline - Current Projects	Staff Resources Required							
RFP - Spring 2012	Town Clerk							
Installation - Summer 2012								

Notes to Expenditure & Funding Tables

Map or Picture of Project

Project Costing Driver

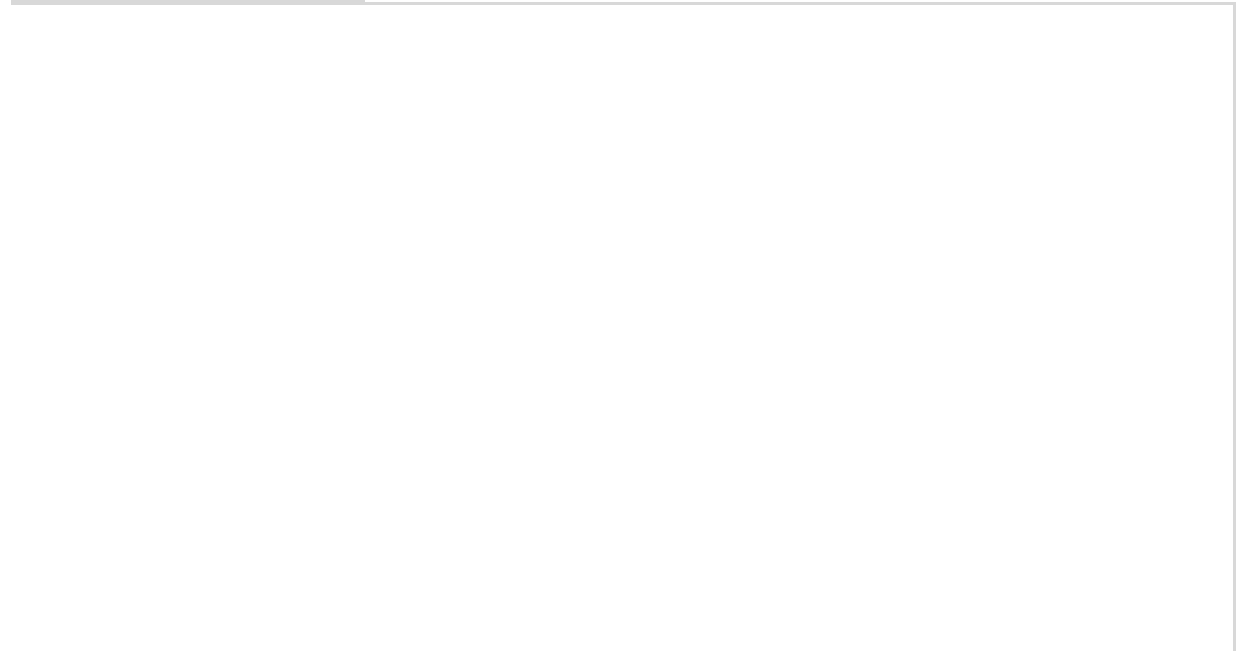
Recent RFP's related to office furniture

Operational Expenditure Impact

Potential Cost Savings

Funding Sources - Grants / Reserves / etc.

User Fees - \$8,820 is building, \$17,640 is Water & \$17,640 is Sewer, \$4,600,000 Infrastructure Stimulus Funding, \$300,000 FCM Grant Funding



**Town of The Blue Mountains
2012 Budget
Department Summary**

Revised 01/16/12
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Operating
CAO/Clerks Office
1-121

	2010		2011		2012 Proposed			Projected		2014	
	Actual	Budget	Actual	Budget	Budget	\$ Chg	% Ch	Budget	% Ch	Budget	% Chg
EXPENSES											
Salaries, Wages & Benefits	607,452	658,406	657,665	615,395	518,620	-96,775	-15.7%	523,535	0.9%	538,645	2.9%
Administrative Expenses	16,628	11,950	11,149	10,750	10,750	0	0.0%	12,000	11.6%	12,200	1.7%
Operating Expenses	1,065	5,000	4,531	5,000	5,000	0	0.0%	5,000	0.0%	5,000	0.0%
Communications	27,996	26,300	21,968	23,300	23,300	0	0.0%	23,900	2.6%	24,350	1.9%
Training Related	24,340	21,450	9,196	21,540	21,540	0	0.0%	22,340	3.7%	22,260	-0.4%
Personnel	50	0	0	0	100	100	0.0%	100	0.0%	100	0.0%
Equipment Related	11,008	6,200	5,068	5,580	6,000	420	7.5%	6,000	0.0%	6,000	0.0%
Professional Fees	144,447	50,000	13,801	74,500	24,000	-50,500	-67.8%	64,000	166.7%	24,000	-62.5%
Financial Expenses	98,945	115,850	97,164	75,725	121,150	45,425	60.0%	95,680	-21.0%	100,715	5.3%
TOTAL EXPENSES	<u>931,931</u>	<u>895,156</u>	<u>820,543</u>	<u>831,790</u>	<u>730,460</u>	<u>-101,330</u>	<u>12.2%</u>	<u>752,555</u>	<u>3.0%</u>	<u>733,270</u>	<u>-2.6%</u>
TRANSFERS											
Transfers to Operating Program	12,223	20,000	0	35,000	0	-35,000	-100.0%	8,000	0.0%	0	-100.0%
Transfers to Capital	7,402	0	3,174	9,810	5,747	-4,063	-41.4%	4,794	-16.6%	4,794	0.0%
Transfers to Reserves	14,000	0	0	0	25,000	25,000	0.0%	50,000	100.0%	50,000	0.0%
Interfunctional Transfers	-346	-1,230	12,109	3,655	8,650	4,995	136.7%	3,550	-59.0%	3,440	-3.1%
TOTAL TRANSFERS	<u>33,279</u>	<u>18,770</u>	<u>15,283</u>	<u>48,465</u>	<u>39,397</u>	<u>-9,068</u>	<u>-18.7%</u>	<u>66,344</u>	<u>68.4%</u>	<u>58,234</u>	<u>-12.2%</u>
TOTAL TRANSFERS & EX	<u>965,210</u>	<u>913,926</u>	<u>835,826</u>	<u>880,255</u>	<u>769,857</u>	<u>-110,398</u>	<u>12.5%</u>	<u>818,899</u>	<u>6.4%</u>	<u>791,504</u>	<u>-3.3%</u>
REVENUE											
Grants	57,260	0	-1,708	14,500	0	-14,500	-100.0%	32,000	0.0%	0	-100.0%
Reserve Revenue	87,503	50,000	0	40,000	25,000	-15,000	-37.5%	58,000	132.0%	50,000	-13.8%
Sales	133	150	2	150	150	0	0.0%	150	0.0%	150	0.0%
Fee and Charges	2,975	5,100	1,927	4,600	4,600	0	0.0%	5,100	10.9%	5,100	0.0%
TOTAL REVENUE	<u>147,871</u>	<u>55,250</u>	<u>221</u>	<u>59,250</u>	<u>29,750</u>	<u>-29,500</u>	<u>-49.8%</u>	<u>95,250</u>	<u>220.2%</u>	<u>55,250</u>	<u>-42.0%</u>
NET POSITION	<u>-817,339</u>	<u>-858,676</u>	<u>-835,605</u>	<u>-821,005</u>	<u>-740,107</u>	<u>80,898</u>	<u>-9.9%</u>	<u>-723,649</u>	<u>-2.2%</u>	<u>-736,254</u>	<u>1.7%</u>

Attainable Housing Initiative

Project #	1-810-8008
Department	Clerk / Admin
Year of Initiation	2012
Year of Completion	Ongoing
Submitted by	Cindy Welsh
Flexible	YES
Capital	NO

Description
Acquisition of land or buildings for attainable housing. The funds will be used to purchase land either by way of repayment of a loan or by amassing funds in a reserve until there is sufficient funds available to purchase property. Funds may also be used in legal, survey or planning costs in the event that Town surplus lands are granted to the Trust or private property is donated.

Category	Details
Purpose	Acquisition of land or buildings for attainable housing. The setting up of a Community Land Trust.
Strategic Plan	Supporting the development of social and recreational programs to meet the broad range of needs in the community.
Environmental Impact	

Budget									
Expenditures	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ -								62000
Advertisements	\$ -								62125
Courier	\$ -								63010
Professional Fees	\$ -								63100
Legal	\$ -								63105
Engineering	\$ -								63115
Consulting	\$ 225,000	\$25,000	\$50,000	\$50,000	\$50,000	\$50,000			63120
Contract Services	\$ -								63125
Contingencies	\$ -								63126
Additional Equipment	\$ -								64010
Replacement Equipment	\$ -								64011
Additional Vehicles	\$ -								64020
Replacement Vehicles	\$ -								64021
Interim Financing	\$ -								63210
Expenditures Total:	\$ 225,000	\$ 25,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ -		

		Budget							
Funding		Total	2012	2013	2014	2015	2016	2015	Account
Federal Grants	\$	-							53005
Provincial Grants	\$	-							53010
Municipal Act 326 / 391	\$	-							54012
Developer Contributions	\$	-							57013
Revenue Fund - Taxes	\$	225,000	\$25,000	\$50,000	\$50,000	\$50,000	\$50,000		54011
Revenue Fund - User Fees	\$	-							54011
Reserves	\$	-							54032
Reserve Funds	\$	-							54046
Debt	\$	-							58100
Funding Total:	\$	225,000	\$ 25,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	

Timeline - Current Projects	Staff Resources Required							

Notes to Expenditure & Funding Tables

Project Costing Driver

Housing Strategy from the Housing Needs Study, the Housing Committee

Operational Expenditure Impact

staff time

Potential Cost Savings

Funding Sources - Grants / Reserves / etc.

Municipal Cultural Plan

Project #	1-121-1307
Department	Clerk / Admin
Year of Initiation	2013
Year of Completion	2013
Submitted by	Troy Speck
Flexible	YES
Capital	NO

Description
The Blue Mountains enjoys a wealth of cultural resources including facilities run by the Town, independent Boards, NPG's and individuals all of whom contribute to the distribution of ideas and thought within in the community. The creation of a MCP will be used as the Town's strategy for achieving mutual cultural goals for cultural development for the next 20 years. The Plan will express the Town's role in the development of culture in the community by incorporating the Strategic Plan, Official Plan, Economic Development Strategy and other initiatives within the community at large.

Category	Details
Purpose	Culture: The Fourth Pillar of Sustainability. To prepare a plan to inventory our cultural heritage assets, explore strengths and weaknesses and recommend initiatives
Strategic Plan	Supporting the development of social and recreational programs to meet the broad range of needs in the community.
Environmental Impact	Social cultural improvements

Budget									
Expenditures	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ -							62000	
Advertisements	\$ -							62125	
Courier	\$ -							63010	
Professional Fees	\$ -							63100	
Legal	\$ -							63105	
Engineering	\$ -							63115	
Consulting	\$ 40,000		\$40,000					63120	
Contract Services	\$ -							63125	
Contingencies	\$ -							63126	
Additional Equipment	\$ -							64010	
Replacement Equipment	\$ -							64011	
Additional Vehicles	\$ -							64020	
Replacement Vehicles	\$ -							64021	
Interim Financing	\$ -							63210	
Expenditures Total:	\$ 40,000	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -		

		Budget							
Funding		Total	2012	2013	2014	2015	2016	2017	Account
Federal Grants	\$	-							53005
Provincial Grants	\$	32,000		\$ 32,000					53010
Municipal Act 326 / 391	\$	-							54012
Developer Contributions	\$	-							57013
Revenue Fund - Taxes	\$	8,000		\$ 8,000					54011
Revenue Fund - User Fees	\$	-							54011
Reserves	\$	-							54032
Reserve Funds	\$	-							54046
Debt	\$	-							58100
Funding Total:	\$	40,000	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	-

Timeline - Current Projects	Staff Resources Required							

Notes to Expenditure & Funding Tables

Project Costing Driver

Operational Expenditure Impact

Potential Cost Savings

Funding Sources - Grants / Reserves / etc.

Grant application to the Ministry of Culture - "Creative Communities Prosperity Fund". Could fund up to 80% of the project.

Map or Picture of Project

**Town of The Blue Mountains
2012 Budget
Department Summary**

Revised 01/16/12
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Operating
Human Resources
1-122

	2010		2011		2012 Proposed			Projected			
	Actual	Budget	Actual	Budget	Budget	\$ Chg	% Ch	2013 Budget	% Ch	2014 Budget	% Chg
EXPENSES											
Salaries, Wages & Benefits	227,243	226,875	251,608	248,055	257,665	9,610	3.9%	263,075	2.1%	270,890	3.0%
Administrative Expenses	2,163	2,175	2,386	2,175	2,175	0	0.0%	2,500	14.9%	2,575	3.0%
Communications	1,176	1,575	1,409	1,575	1,650	75	4.8%	1,700	3.0%	1,700	0.0%
Training Related	5,636	6,350	2,986	6,350	6,350	0	0.0%	6,740	6.1%	6,900	2.4%
Personnel	2,684	10,650	10,568	9,650	9,650	0	0.0%	9,650	0.0%	9,650	0.0%
Equipment Related	0	0	6,204	7,500	7,500	0	0.0%	7,800	4.0%	8,000	2.6%
Professional Fees	17,142	22,000	98,780	22,000	12,000	-10,000	-45.5%	12,000	0.0%	15,000	25.0%
Financial Expenses	0	0	872	0	1,100	1,100	0.0%	1,100	0.0%	1,100	0.0%
Premises and Site	0	0	220	0	0	0	0.0%	0	0.0%	0	0.0%
TOTAL EXPENSES	<u>256,043</u>	<u>269,625</u>	<u>375,033</u>	<u>297,305</u>	<u>298,090</u>	<u>785</u>	<u>0.3%</u>	<u>304,565</u>	<u>2.2%</u>	<u>315,815</u>	<u>3.7%</u>
TRANSFERS											
Transfers to Capital	2,369	1,907	0	3,204	4,650	1,446	45.1%	27,989	501.9%	2,989	-89.3%
Interfunctional Transfers	<u>-32,836</u>	<u>-32,936</u>	<u>-33,211</u>	<u>-33,400</u>	<u>-33,400</u>	0	0.0%	<u>-33,600</u>	0.6%	<u>-33,780</u>	0.5%
TOTAL TRANSFERS	<u>-30,467</u>	<u>-31,029</u>	<u>-33,211</u>	<u>-30,196</u>	<u>-28,750</u>	<u>1,446</u>	<u>-4.8%</u>	<u>-5,611</u>	<u>-80.5%</u>	<u>-30,791</u>	<u>448.8%</u>
TOTAL TRANSFERS & EX	<u>225,576</u>	<u>238,596</u>	<u>341,822</u>	<u>267,109</u>	<u>269,340</u>	<u>2,231</u>	<u>0.8%</u>	<u>298,954</u>	<u>11.0%</u>	<u>285,024</u>	<u>-4.7%</u>
REVENUE											
Reserve Revenue	0	0	51,444	0	0	0	0.0%	0	0.0%	0	0.0%
Fee and Charges	<u>0</u>	<u>0</u>	<u>1,900</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.0%</u>	<u>0</u>	<u>0.0%</u>	<u>0</u>	<u>0.0%</u>
TOTAL REVENUE	<u>0</u>	<u>0</u>	<u>53,344</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.0%</u>	<u>0</u>	<u>0.0%</u>	<u>0</u>	<u>0.0%</u>
NET POSITION	<u>-225,576</u>	<u>-238,596</u>	<u>-288,478</u>	<u>-267,109</u>	<u>-269,340</u>	<u>-2,231</u>	<u>0.8%</u>	<u>-298,954</u>	<u>11.0%</u>	<u>-285,024</u>	<u>-4.7%</u>

**TOWN OF THE BLUE MOUNTAINS
LONG TERM FINANCIAL PLAN
CAPITAL PROJECT INFORMATION SHEET**

SECTION: General Government
DEPT: ADMINISTRATION
SUB-DEPT: Council, Admin, CAO, Clerk, Treasurer
PROJECT: Administration Summary

PURPOSE:

PERFORMANCE & ACTIVITY MEASURES
INCREASE (DECREASE)

PROJECT FINANCIAL DETAILS

	2011	2012	2013	2014	2015	2016
Expenditures						
Financial Information System	0	30,000	10,000	10,000	10,000	10,000
Administration Building Construction	2,447,000	183,630	0	0	0	0
Town Hall Replacement Phone System	50,000	0	0	0	0	0
Medical Clinic Property	5,425	0	0	0	0	0
Human Resources Information System	0	0	25,000	0	0	0
Computer Equipment - Financial Services	22,356	23,248	14,946	14,946	18,518	14,946
Computer Equipment - Council	5,339	3,831	3,196	3,196	4,149	3,196
Computer Equipment - Clerk/CAO	9,810	5,747	4,794	4,794	6,223	4,794
Computer Equipment - Human Resources	3,204	4,650	2,989	2,989	3,704	2,989
Furniture & Equipment - FIT/Planning	35,000	22,000	0	0	0	0
Total Expenditures	2,578,134	273,106	60,925	35,925	42,594	35,925
Sources of Financing						
External Sources:						
Grants, Subsidies	1,132,000	0	0	0	0	0
Developer Contributions	0	0	0	0	0	0
Donations, Other Revenue	0	0	0	0	0	0
Revenue Fund:						
from Operations (Tax Base)	200,184	59,476	60,925	35,925	42,594	35,925
from Operations (User Fees)	62,850	0	0	0	0	0
Municipal Act, 326, 391	0	0	0	0	0	0
Other Sources, specify	0	0	0	0	0	0
Reserves and Reserve Funds:						
from Capital Res	30,000	30,000	0	0	0	0
from Equipment Repl Res	0	0	0	0	0	0
from Sewer Res	0	0	0	0	0	0
from Water Res	0	0	0	0	0	0
from Other Res	-30,000	0	0	0	0	0
from Development Charges	0	0	0	0	0	0
from Parkland Res Fund	0	0	0	0	0	0
from Other Res Fund	0	0	0	0	0	0
Debenture Financing:						
Debt	2,985,700	183,630	0	0	0	0
Capital Lease	0	0	0	0	0	0
Total Financing	4,380,734	273,106	60,925	35,925	42,594	35,925
Unfinanced Outlay (Net)	0	0	0	0	0	0

EXPLANATION & HIGHLIGHTS:

General Ledger Account(s):
General Ledger Account(s):

Human Resources Information System

Project #		Description
Department	Human Resources	To implement a Human Resources Information System (HRIS). An HRIS system is an integrated software system which will consist of human resources management, health & safety management and recruiting administration.
Year of Initiation	2013	
Year of Completion	2013	
Submitted by	Tracey McKenna	
Flexible	Yes	
Capital	Yes	

Category	Details
Purpose	This system creates a single point for data entry and for retrieval and analysis in a common format. An HRIS system can record, track and maintain employee data such as training, health & safety and performance reviews.
Strategic Plan	To attract, develop and retain skilled and well trained Town employees. Practise open and proactive communications. Implement process for continuous improvement.
Environmental Impact	

Budget									
Expenditures	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ -							62000	
Advertisements	\$ -							62125	
Courier	\$ -							63010	
Professional Fees	\$ -							63100	
Legal	\$ -							63105	
Engineering	\$ -							63115	
Consulting	\$ 25,000		\$ 25,000					63120	
Contract Services	\$ -							63125	
Contingencies	\$ -							63126	
Additional Equipment	\$ -							64010	
Replacement Equipment	\$ -							64011	
Additional Vehicles	\$ -							64020	
Replacement Vehicles	\$ -							64021	
Interim Financing	\$ -							63210	
Expenditures Total:	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -		

		Budget							
Funding		Total	2012	2013	2014	2015	2016	2017	Account
Federal Grants	\$	-							53005
Provincial Grants	\$	-							53010
Municipal Act 326 / 391	\$	-							54012
Developer Contributions	\$	-							57013
Revenue Fund - Taxes	\$	25,000	\$ 25,000						54011
Revenue Fund - User Fees	\$	-							54011
Reserves	\$	-							54032
Reserve Funds	\$	-							54046
Debt	\$	-							58100
Funding Total:	\$	25,000	\$ -	\$ 25,000	\$ -			\$ -	

Timeline - Current Projects.	Staff Resources Required						

Notes to Expenditure & Funding Tables

Project Costing Driver

Quote received from Microsoft Dynamics (2009) with 10% increase based on standards.

Operational Expenditure Impact

Potential Cost Savings

Funding Sources - Grants / Reserves / etc.

Map or Picture of Project

**Town of The Blue Mountains
2012 Budget
Department Summary**

Revised 01/16/12
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Operating
Police Services
1-220

	2010		2011		2012 Proposed			Projected		2014	
	Actual	Budget	Actual	Budget	Budget	\$ Chg	% Ch	Budget	% Ch	Budget	% Chg
EXPENSES											
Salaries, Wages & Benefits	33,089	18,500	14,209	19,000	19,500	500	2.6%	19,800	1.5%	20,000	1.0%
Administrative Expenses	1,022	1,500	1,213	1,500	1,500	0	0.0%	1,600	6.7%	1,600	0.0%
Operating Expenses	633	0	0	0	0	0	0.0%	0	0.0%	0	0.0%
Communications	110	9,000	587	500	500	0	0.0%	500	0.0%	500	0.0%
Training Related	0	0	13	0	0	0	0.0%	0	0.0%	0	0.0%
Utilities	5,882	8,900	6,048	5,450	5,610	160	2.9%	5,770	2.9%	5,735	-0.6%
Equipment Related	143	500	0	600	500	-100	-16.7%	600	20.0%	700	16.7%
Vehicle Related	6,794	0	6,592	7,500	7,650	150	2.0%	8,000	4.6%	8,000	0.0%
Professional Fees	2,090,639	2,178,082	2,330,167	2,311,490	2,351,000	39,510	1.7%	2,433,000	3.5%	2,515,000	3.4%
Financial Expenses	1,263	3,000	1,175	1,500	21,000	19,500	1,300.0%	1,050	-95.0%	1,100	4.8%
Premises and Site	19,548	31,500	15,442	15,000	19,400	4,400	29.3%	19,585	1.0%	20,490	4.6%
Minor Capital Work	0	0	3,883	0	0	0	0.0%	0	0.0%	0	0.0%
TOTAL EXPENSES	<u>2,159,123</u>	<u>2,250,982</u>	<u>2,379,328</u>	<u>2,362,540</u>	<u>2,426,660</u>	<u>64,120</u>	<u>2.7%</u>	<u>2,489,905</u>	<u>2.6%</u>	<u>2,573,125</u>	<u>3.3%</u>
TRANSFERS											
Transfers to Reserves	11,878	0	0	0	0	0	0.0%	0	0.0%	0	0.0%
Interfunctional Transfers	-1,028	-5,000	-2,171	-5,000	-2,500	2,500	-50.0%	-2,500	0.0%	-2,500	0.0%
TOTAL TRANSFERS	<u>10,850</u>	<u>-5,000</u>	<u>-2,171</u>	<u>-5,000</u>	<u>-2,500</u>	<u>2,500</u>	<u>-50.0%</u>	<u>-2,500</u>	<u>0.0%</u>	<u>-2,500</u>	<u>0.0%</u>
TOTAL TRANSFERS & EX	<u>2,169,973</u>	<u>2,245,982</u>	<u>2,377,157</u>	<u>2,357,540</u>	<u>2,424,160</u>	<u>66,620</u>	<u>2.8%</u>	<u>2,487,405</u>	<u>2.6%</u>	<u>2,570,625</u>	<u>3.3%</u>
REVENUE											
Grants	9,534	4,700	9,224	9,500	9,500	0	0.0%	9,500	0.0%	9,500	0.0%
Reserve Revenue	15,000	0	0	7,500	20,000	12,500	166.7%	0	-100.0%	0	0.0%
Sales	0	0	0	0	0	0	0.0%	0	0.0%	0	0.0%
Fee and Charges	9,444	4,000	4,496	4,000	4,000	0	0.0%	5,000	25.0%	5,000	0.0%
TOTAL REVENUE	<u>33,978</u>	<u>8,700</u>	<u>13,720</u>	<u>21,000</u>	<u>33,500</u>	<u>12,500</u>	<u>59.5%</u>	<u>14,500</u>	<u>-56.7%</u>	<u>14,500</u>	<u>0.0%</u>
NET POSITION	<u>-2,135,995</u>	<u>-2,237,282</u>	<u>-2,363,438</u>	<u>-2,336,540</u>	<u>-2,390,660</u>	<u>-54,120</u>	<u>2.3%</u>	<u>-2,472,905</u>	<u>3.4%</u>	<u>-2,556,125</u>	<u>3.4%</u>

**Town of The Blue Mountains
2012 Budget
Department Summary**

Revised 01/16/12
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Operating
Financial Services
1-123

	2010		2011		2012 Proposed			Projected			
	Actual	Budget	Actual	Budget	Budget	\$ Chg	% Ch	2013 Budget	% Ch	2014 Budget	% Chg
EXPENSES											
Salaries, Wages & Benefits	997,146	1,050,110	1,046,466	1,057,725	1,049,710	-8,015	-0.8%	1,069,965	1.9%	1,100,745	2.9%
Administrative Expenses	18,561	21,230	15,385	29,150	21,000	-8,150	-28.0%	18,860	-10.2%	16,520	-12.4%
Communications	10,232	8,280	25,138	19,360	18,200	-1,160	-6.0%	18,210	0.1%	19,125	5.0%
Training Related	8,375	19,295	7,381	18,000	18,000	0	0.0%	18,410	2.3%	18,840	2.3%
Personnel	217	50	0	50	50	0	0.0%	50	0.0%	50	0.0%
Equipment Related	17,575	15,476	14,705	15,650	16,150	500	3.2%	16,250	0.6%	16,500	1.5%
Professional Fees	107,797	58,500	120,862	108,200	108,750	550	0.5%	118,420	8.9%	141,000	19.1%
Financial Expenses	70	0	5,597	6,000	5,000	-1,000	-16.7%	5,500	10.0%	6,000	9.1%
Premises and Site	0	295	451	0	0	0	0.0%	0	0.0%	0	0.0%
TOTAL EXPENSES	<u>1,159,973</u>	<u>1,173,236</u>	<u>1,235,985</u>	<u>1,254,135</u>	<u>1,236,860</u>	<u>-17,275</u>	<u>-1.4%</u>	<u>1,265,665</u>	<u>2.3%</u>	<u>1,318,780</u>	<u>4.2%</u>
TRANSFERS											
Transfers to Operating Program	0	0	0	0	0	0	0.0%	1,000	0.0%	3,100	210.0%
Transfers to Capital	17,774	17,241	15,268	57,356	23,248	-34,108	-59.5%	24,946	7.3%	24,946	0.0%
Interfunctional Transfers	399	0	294	0	0	0	0.0%	0	0.0%	0	0.0%
TOTAL TRANSFERS	<u>18,173</u>	<u>17,241</u>	<u>15,562</u>	<u>57,356</u>	<u>23,248</u>	<u>-34,108</u>	<u>-59.5%</u>	<u>25,946</u>	<u>11.6%</u>	<u>28,046</u>	<u>8.1%</u>
TOTAL TRANSFERS & EX	<u>1,178,145</u>	<u>1,190,477</u>	<u>1,251,547</u>	<u>1,311,491</u>	<u>1,260,108</u>	<u>-51,383</u>	<u>-3.9%</u>	<u>1,291,611</u>	<u>2.5%</u>	<u>1,346,826</u>	<u>4.3%</u>
REVENUE											
Reserve Revenue	3,542	0	0	0	0	0	0.0%	10,000	0.0%	31,000	210.0%
Sales	394	700	450	500	500	0	0.0%	500	0.0%	500	0.0%
Fee and Charges	11,586	8,025	9,660	9,425	15,425	6,000	63.7%	15,925	3.2%	16,925	6.3%
TOTAL REVENUE	<u>15,521</u>	<u>8,725</u>	<u>10,110</u>	<u>9,925</u>	<u>15,925</u>	<u>6,000</u>	<u>60.5%</u>	<u>26,425</u>	<u>65.9%</u>	<u>48,425</u>	<u>83.3%</u>
NET POSITION	<u>-1,162,624</u>	<u>-1,181,752</u>	<u>-1,241,436</u>	<u>-1,301,566</u>	<u>-1,244,183</u>	<u>57,383</u>	<u>-4.4%</u>	<u>-1,265,186</u>	<u>1.7%</u>	<u>-1,298,401</u>	<u>2.6%</u>

Development Charges Background Study and By-law(s)

Project #	1-123-1294
Department	Financial & IT Services
Year of Initiation	2013
Year of Completion	2014
Submitted by	Robert Cummings
Flexible	No
Capital	No

Description
Compile background information and prepare a study to support By-law(s) and draft Proposed Development Charge By-law(s). Additional supporting documentation will also be compiled for capital programs. Current Area Specific By-Laws will expire in 2014 and the Town-wide By-Law will expire March 31, 2015. It is expected the BG study will be completed and adopted in 2014.

Category	Details
Purpose	In accordance with the provisions of the Act, "unless it expires or is repealed earlier, a DC By-Law expires five years after the day it comes into force". By the end of 2013, the work on the background study for the new By-laws will need to commence.
Strategic Plan	Providing a strong well managed municipal government.
Environmental Impact	

Budget									
Expenditures	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ -							62000	
Advertisements	\$ 1,000			\$ 1,000				62125	
Courier	\$ -							63010	
Professional Fees	\$ -							63100	
Legal	\$ -							63105	
Engineering	\$ -							63115	
Consulting	\$ 40,000		\$ 10,000	\$ 30,000				63120	
Contract Services	\$ -							63125	
Contingencies	\$ -							63126	
Additional Equipment	\$ -							64010	
Replacement Equipment	\$ -							64011	
Additional Vehicles	\$ -							64020	
Replacement Vehicles	\$ -							64021	
Interim Financing	\$ -							63210	
Expenditures Total:	\$ 41,000	\$ -	\$ 10,000	\$ 31,000	\$ -	\$ -	\$ -		

		Budget							
Funding		Total	2012	2013	2014	2015	2016	2017	Account
Federal Grants	\$	-							53005
Provincial Grants	\$	-							53010
Municipal Act 326 / 391	\$	-							54012
Developer Contributions	\$	-							57013
Revenue Fund - Taxes	\$	4,100	\$ 1,000	\$ 3,100					54010
Revenue Fund - User Fees	\$	-							54011
Reserves	\$	-							54032
Reserve Funds	\$	36,900	\$ 9,000	\$ 27,900					54046
Debt	\$	-							58100
Funding Total:	\$	41,000	\$ -	\$ 10,000	\$ 31,000	\$ -	\$ -	\$ -	

Timeline - Current Projects 2011	Staff Resources Required						

Notes to Expenditure & Funding Tables

Map or Picture of Project

Project Costing Driver

Estimate based on the most recent Hemson Consulting Contract and the expected amount of work required given the current DC background data.

Operational Expenditure Impact

Staff time.

Potential Cost Savings

Saves the existing taxpayer money by ensuring new residents/growth pay for their infrastructure and applicable services.

Funding Sources - Grants / Reserves / etc.

Funded from General Government DC Reserve Fund 4-124-0000-33001

**TOWN OF THE BLUE MOUNTAINS
LONG TERM FINANCIAL PLAN
CAPITAL PROJECT INFORMATION SHEET**

SECTION: General Government

DEPT: ADMINISTRATION

SUB-DEPT: Council, Admin, CAO, Clerk, Treasurer

PROJECT: Administration Summary

PURPOSE:

PERFORMANCE & ACTIVITY MEASURES
INCREASE (DECREASE)

PROJECT FINANCIAL DETAILS

	2011	2012	2013	2014	2015	2016
Expenditures						
Financial Information System	0	30,000	10,000	10,000	10,000	10,000
Administration Building Construction	2,447,000	50,000	0	0	0	0
Town Hall Replacement Phone System	50,000	0	0	0	0	0
Medical Clinic Property	5,425	0	0	0	0	0
Human Resources Information System	0	0	25,000	0	0	0
Computer Equipment - Financial Services	22,356	23,248	14,946	14,946	18,518	14,946
Computer Equipment - Council	5,339	3,831	3,196	3,196	4,149	3,196
Computer Equipment - Clerk/CAO	9,810	5,747	4,794	4,794	6,223	4,794
Computer Equipment - Human Resources	3,204	4,650	2,989	2,989	3,704	2,989
Furniture & Equipment - FIT/Planning	35,000	22,000	0	0	0	0
Total Expenditures	2,578,134	139,476	60,925	35,925	42,594	35,925
Sources of Financing						
<i>External Sources:</i>						
Grants, Subsidies	1,132,000	0	0	0	0	0
Developer Contributions	0	0	0	0	0	0
Donations, Other Revenue	0	0	0	0	0	0
<i>Revenue Fund:</i>						
from Operations (Tax Base)	200,184	59,476	60,925	35,925	42,594	35,925
from Operations (User Fees)	62,850	0	0	0	0	0
Municipal Act, 326, 391	0	0	0	0	0	0
Other Sources, specify	0	0	0	0	0	0
<i>Reserves and Reserve Funds:</i>						
from Capital Res	30,000	30,000	0	0	0	0
from Equipment Repl Res	0	0	0	0	0	0
from Sewer Res	0	0	0	0	0	0
from Water Res	0	0	0	0	0	0
from Other Res	-30,000	0	0	0	0	0
from Development Charges	0	0	0	0	0	0
from Parkland Res Fund	0	0	0	0	0	0
from Other Res Fund	0	0	0	0	0	0
<i>Debtenture Financing:</i>						
Debt	2,985,700	50,000	0	0	0	0
Capital Lease	0	0	0	0	0	0
Total Financing	4,380,734	139,476	60,925	35,925	42,594	35,925
Unfinanced Outlay (Net)	0	0	0	0	0	0

EXPLANATION & HIGHLIGHTS:

General Ledger Account(s):
General Ledger Account(s):

Financial Information System - Improvements & Upgrades

Project #	6-123-1295
Department	Finance & IT Services
Year of Initiation	2012
Year of Completion	2016
Submitted by	Robert Cummings
Flexible	No
Capital	Yes

Description
The upgrade to Version 10 was completed in 2011. The implementation of enhanced budgeting software in 2012 will assist Finance & IT Services as Town budgets grow more complex. It can be expected that the Town will need to upgrade the Financial Software to the latest version sometime in 2013. At this point, staff should be considering the option of replacing the Financial Software at some point between 2017 and 2020. The cost would be in the area of approximately \$150,000. Further detailed analysis and reports will be brought forward on this option.

Category	Details
Purpose	Enhanced budgeting software will remove much of the data manipulation required by FIS Staff in order to report the annual budget. In addition, there will be enhanced reporting through existing tools.
Strategic Plan	Providing a strong, well managed municipal government.
Environmental Impact	Supporting environmentally reasoned decisions - less paper will be used.

		Budget							
Expenditures	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ -							62000	
Advertisements	\$ -							62125	
Courier	\$ -							63010	
Professional Fees	\$ -							63100	
Legal	\$ -							63105	
Engineering	\$ -							63115	
Consulting	\$ 22,500	\$ 7,500	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	63120	
Contract Services	\$ -							63125	
Contingencies	\$ -							63126	
Additional Equipment	\$ 57,500	\$ 22,500	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	64010	
Replacement Equipment	\$ -							64011	
Additional Vehicles	\$ -							64020	
Replacement Vehicles	\$ -							64021	
Interim Financing	\$ -							63210	
Expenditures Total:	\$ 80,000	\$ 30,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000		

		Budget							
Funding	Total	2012	2013	2014	2015	2016	2017	Account	
Federal Grants	\$ -							53005	
Provincial Grants	\$ -							53010	
Municipal Act 326 / 391	\$ -							54012	
Developer Contributions	\$ -							57013	
Revenue Fund - Taxes	\$ 50,000		\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	54011	
Revenue Fund - User Fees	\$ -							54011	
Reserves	\$ 30,000	\$ 30,000						54032	
Reserve Funds	\$ -							54046	
Debt	\$ -							58100	
Funding Total:	\$ 80,000	\$ 30,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000		

Timeline - Current Projects	Staff Resources Required	Q1-2012	Q2-2012	Q3-2012				
RFP	DC, DB, RC, CB, ED, SW, Payro	RFP						
Implementation of Budget Software	DC, DB, RC, CB, ED, SW, Payro		Apr - June	July				
Training	All budget staff		June					
Report Training	DC, DB, RC, CB, ED, SW, Payroll		June					

Notes to Expenditure & Funding Tables

Map or Picture of Project

Project Costing Driver

Software and consultant implementation time. Financial Statements and Audit will have to be complete prior to project implementation.

Operational Expenditure Impact

An investment of time by all employees involved in budgeting, approximately 7 to 14 hours.

Potential Cost Savings

An efficiency in the budget process can be expected, allowing FIT staff greater capacity for data analysis and reporting

Funding Sources - Grants / Reserves / etc.

Carryover Funds from 2011 and General Computer Reserve - 1-124-0000-31002

**Town of The Blue Mountains
2012 Budget
Department Summary**

Revised 01/16/12
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Operating
Corporate Admin Summary
1-124

	2010		2011		2012 Proposed			Projected		2014	
	Actual	Budget	Actual	Budget	Budget	\$ Chg	% Ch	Budget	% Ch	Budget	% Chg
EXPENSES											
Salaries, Wages & Benefits	261,776	105,092	122,669	118,279	69,550	-48,729	-41.2%	70,140	0.8%	71,050	1.3%
Administrative Expenses	17,976	22,525	15,459	11,000	11,000	0	0.0%	12,450	13.2%	12,700	2.0%
Communications	27,943	28,000	26,605	23,800	17,250	-6,550	-27.5%	17,900	3.8%	18,500	3.4%
Training Related	4,902	5,205	5,440	4,715	4,715	0	0.0%	5,000	6.0%	5,100	2.0%
Personnel	680	1,200	446	1,000	1,000	0	0.0%	1,000	0.0%	1,000	0.0%
Utilities	23,676	24,900	36,062	41,500	33,700	-7,800	-18.8%	35,030	3.9%	36,375	3.8%
Equipment Related	11,824	11,240	2,280	240	1,700	1,460	608.3%	1,725	1.5%	1,750	1.4%
Professional Fees	51,631	44,000	12,464	4,000	4,000	0	0.0%	4,000	0.0%	4,000	0.0%
Financial Expenses	90,684	434,423	393,567	461,000	262,100	-198,900	-43.1%	264,655	1.0%	266,765	0.8%
Premises and Site	22,784	32,750	40,892	41,650	45,280	3,630	8.7%	45,900	1.4%	46,525	1.4%
Minor Capital Work	6,041,634	0	0	-65,000	-72,000	-7,000	10.8%	-78,000	8.3%	-80,000	2.6%
TOTAL EXPENSES	6,555,510	709,335	655,884	642,184	378,295	-263,889	41.1%	379,800	0.4%	383,765	1.0%
TRANSFERS											
Transfers to Operating Program	50,202	0	0	0	0	0	0.0%	0	0.0%	0	0.0%
Transfers to Capital	93,225	100,503	94,089	120,725	0	-120,725	-100.0%	0	0.0%	0	0.0%
Transfers to Reserves	0	-100,000	15,000	-55,000	25,000	80,000	-145.5%	15,000	-40.0%	15,000	0.0%
Interfunctional Transfers	-279,708	-278,629	-162,319	-283,697	-330,495	-46,798	16.5%	-333,713	1.0%	-337,385	1.1%
Transfer To/From Unfinanced Ca	0	0	65,000	0	0	0	0.0%	0	0.0%	0	0.0%
TOTAL TRANSFERS	-136,281	-278,126	11,771	-217,972	-305,495	-87,523	40.2%	-318,713	4.3%	-322,385	1.2%
TOTAL TRANSFERS & EX	6,419,229	431,209	667,655	424,212	72,800	-351,412	82.8%	61,087	-16.1%	61,380	0.5%
REVENUE											
Supplementary Tax Revenues	0	295,000	0	310,000	230,000	-80,000	-25.8%	230,000	0.0%	230,000	0.0%
Grants	1,581,200	1,581,200	1,567,400	1,601,200	1,640,000	38,800	2.4%	1,655,000	0.9%	1,670,000	0.9%
Reserve Revenue	151,888	350,000	685,000	420,000	115,900	-304,100	-72.4%	115,900	0.0%	115,900	0.0%
Interest and Investment	959,899	722,500	586,894	633,750	758,750	125,000	19.7%	739,250	-2.6%	721,750	-2.4%
Sales	561	1,100	810	650	650	0	0.0%	650	0.0%	650	0.0%
Fee and Charges	-1,177	4,500	1,155	4,000	4,250	250	6.3%	4,500	5.9%	4,500	0.0%
Facilities Rental	500	9,500	0	300	300	0	0.0%	300	0.0%	300	0.0%
TOTAL REVENUE	2,692,870	2,963,800	2,841,260	2,969,900	2,749,850	-220,050	7.4%	2,745,600	-0.2%	2,743,100	-0.1%
NET POSITION	-3,726,359	2,532,591	2,173,605	2,545,688	2,677,050	131,362	5.2%	2,684,513	0.3%	2,681,720	-0.1%

**TOWN OF THE BLUE MOUNTAINS
LONG TERM FINANCIAL PLAN
CAPITAL PROJECT INFORMATION SHEET**

SECTION: General Government
DEPT: ADMINISTRATION
SUB-DEPT: Council, Admin, CAO, Clerk, Treasurer
PROJECT: Administration Summary

PURPOSE:

PERFORMANCE & ACTIVITY MEASURES
INCREASE (DECREASE)

PROJECT FINANCIAL DETAILS

	2011	2012	2013	2014	2015	2016
Expenditures						
Financial Information System	0	30,000	10,000	10,000	10,000	10,000
Administration Building Construction	2,447,000	183,630	0	0	0	0
Town Hall Replacement Phone System	50,000	0	0	0	0	0
Medical Clinic Property	5,425	0	0	0	0	0
Human Resources Information System	0	0	25,000	0	0	0
Computer Equipment - Financial Services	22,356	23,248	14,946	14,946	18,518	14,946
Computer Equipment - Council	5,339	3,831	3,196	3,196	4,149	3,196
Computer Equipment - Clerk/CAO	9,810	5,747	4,794	4,794	6,223	4,794
Computer Equipment - Human Resources	3,204	4,650	2,989	2,989	3,704	2,989
Furniture & Equipment - FIT/Planning	35,000	22,000	0	0	0	0
Total Expenditures	2,578,134	273,106	60,925	35,925	42,594	35,925
Sources of Financing						
<i>External Sources:</i>						
Grants, Subsidies	1,132,000	0	0	0	0	0
Developer Contributions	0	0	0	0	0	0
Donations, Other Revenue	0	0	0	0	0	0
<i>Revenue Fund:</i>						
from Operations (Tax Base)	200,184	59,476	60,925	35,925	42,594	35,925
from Operations (User Fees)	62,850	0	0	0	0	0
Municipal Act, 326, 391	0	0	0	0	0	0
Other Sources, specify	0	0	0	0	0	0
<i>Reserves and Reserve Funds:</i>						
from Capital Res	30,000	30,000	0	0	0	0
from Equipment Repl Res	0	0	0	0	0	0
from Sewer Res	0	0	0	0	0	0
from Water Res	0	0	0	0	0	0
from Other Res	-30,000	0	0	0	0	0
from Development Charges	0	0	0	0	0	0
from Parkland Res Fund	0	0	0	0	0	0
from Other Res Fund	0	0	0	0	0	0
<i>Debenture Financing:</i>						
Debt	2,985,700	183,630	0	0	0	0
Capital Lease	0	0	0	0	0	0
Total Financing	4,380,734	273,106	60,925	35,925	42,594	35,925
Unfinanced Outlay (Net)	0	0	0	0	0	0

EXPLANATION & HIGHLIGHTS:

General Ledger Account(s):
General Ledger Account(s):

Town Hall

Project #	6-124-1280	
Department	Corporate Administration	
Year of Initiation	2005	
Year of Completion	2012	
Submitted by	David Finbow	
Flexible	No	
Capital	Yes	

Description
Town Hall - Complete Town Hall Construction

Category	Details
Purpose	To finalize construction of the Town Hall - signage, consulting, finalize boiler, firestopping, Server Room Emergency A/C, demolition of former Town Hall, landscaping, blinds, etc.
Strategic Plan	<i>Addressing the Town's municipal infrastructure needs.</i>
Environmental Impact	Positive

Budget									
Expenditures	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ -							62000	
Advertisements	\$ -							62125	
Courier	\$ -							63010	
Professional Fees	\$ -							63100	
Legal	\$ -							63105	
Engineering	\$ 23,630	\$ 23,630						63115	
Consulting	\$ -							63120	
Contract Services	\$ 160,000	\$ 160,000						63125	
Contingencies	\$ -							63126	
Additional Equipment	\$ -							64010	
Replacement Equipment	\$ -							64011	
Additional Vehicles	\$ -							64020	
Replacement Vehicles	\$ -							64021	
Interim Financing	\$ -							63210	
Expenditures Total:	\$ 183,630	\$ 183,630	\$ -	\$ -	\$ -	\$ -	\$ -		

		Budget							
Funding		Total	2012	2013	2014	2015	2016	2017	Account
Federal Grants	\$	-							53005
Provincial Grants	\$	-							53010
Municipal Act 326 / 391	\$	-							54012
Developer Contributions	\$	-							57013
Revenue Fund - Taxes	\$	-							54011
Revenue Fund - User Fees	\$	-							54011
Reserves	\$	-							54032
Reserve Funds	\$	-							54046
Debt	\$	183,630	\$ 183,630						58100
Funding Total:	\$	183,630	\$ 183,630	\$ -	\$ -	\$ -	\$ -	\$ -	-

Timeline - Current Projects	Staff Resources Required							
RFP / Tender Documents	Director, Planning & Building							
Advertisement and Closing of Bid	Admin Assit. P & B							
Project Start	2012							
Project Completion	2012							

Notes to Expenditure & Funding Tables

Project Costing Driver

Quote/known costs

Operational Expenditure Impact

Potential Cost Savings

Funding Sources - Grants / Reserves / etc.

Debt

Map or Picture of Project

**Town of The Blue Mountains
2012 Budget
Department Summary**

Revised 01/16/12
02:17 PM

Operating
Conservation Authority
1-230

	2010		2011		2012 Proposed			Projected			
	Actual	Budget	Actual	Budget	Budget	\$ Chg	% Ch	2013 Budget	% Ch	2014 Budget	% Chg
EXPENSES											
Financial Expenses	294,660	296,980	311,070	311,600	317,925	6,325	2.0%	324,900	2.2%	334,650	3.0%
TOTAL EXPENSES	294,660	296,980	311,070	311,600	317,925	6,325	2.0%	324,900	2.2%	334,650	3.0%
TRANSFERS											
Interfunctional Transfers	-73,321	-73,321	-74,787	-74,787	-76,280	-1,493	2.0%	-77,805	2.0%	-79,365	2.0%
TOTAL TRANSFERS	-73,321	-73,321	-74,787	-74,787	-76,280	-1,493	2.0%	-77,805	2.0%	-79,365	2.0%
TOTAL TRANSFERS & EX	221,339	223,659	236,283	236,813	241,645	4,832	2.0%	247,095	2.3%	255,285	3.3%
NET POSITION	-221,339	-223,659	-236,283	-236,813	-241,645	-4,832	2.0%	-247,095	2.3%	-255,285	3.3%

**Town of The Blue Mountains
2012 Budget
Department Summary**

Revised 01/16/12
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Operating
Health and Social Services
1-520

	2010		2011		2012 Proposed			Projected			
	Actual	Budget	Actual	Budget	Budget	\$ Chg	% Ch	Budget	% Ch	Budget	% Chg
TRANSFERS											
Transfers to Reserves	35,000	35,000	15,000	50,000	15,000	-35,000	-70.0%	35,000	133.3%	35,000	0.0%
TOTAL TRANSFERS	35,000	35,000	15,000	50,000	15,000	-35,000	-70.0%	35,000	133.3%	35,000	0.0%
TOTAL TRANSFERS & EX	35,000	35,000	15,000	50,000	15,000	-35,000	-70.0%	35,000	133.3%	35,000	0.0%
REVENUE											
Reserve Revenue	0	0	0	35,000	0	-35,000	-100.0%	0	0.0%	0	0.0%
TOTAL REVENUE	0	0	0	35,000	0	-35,000	-100.0%	0	0.0%	0	0.0%
NET POSITION	-35,000	-35,000	-15,000	-15,000	-15,000	0	0.0%	-35,000	133.3%	-35,000	0.0%

**Town of The Blue Mountains
2012 Budget
Department Summary**

Revised 01/16/12
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Operating
Tile Drainage
1-850

	2010		2011		2012 Proposed			Projected			
	Actual	Budget	Actual	Budget	Budget	\$ Chg	% Ch	2013 Budget	% Ch	2014 Budget	% Chg
EXPENSES											
Financial Expenses	9,905	9,906	8,609	8,592	8,592	0	0.0%	8,592	0.0%	6,341	-26.2%
TOTAL EXPENSES	<u>9,905</u>	<u>9,906</u>	<u>8,609</u>	<u>8,592</u>	<u>8,592</u>	<u>0</u>	<u>0.0%</u>	<u>8,592</u>	<u>0.0%</u>	<u>6,341</u>	<u>-26.2%</u>
TOTAL TRANSFERS & EX	<u>9,905</u>	<u>9,906</u>	<u>8,609</u>	<u>8,592</u>	<u>8,592</u>	<u>0</u>	<u>0.0%</u>	<u>8,592</u>	<u>0.0%</u>	<u>6,341</u>	<u>-26.2%</u>
NET POSITION	<u>-9,905</u>	<u>-9,906</u>	<u>-8,609</u>	<u>-8,592</u>	<u>-8,592</u>	<u>0</u>	<u>0.0%</u>	<u>-8,592</u>	<u>0.0%</u>	<u>-6,341</u>	<u>-26.2%</u>

**Town of The Blue Mountains
2012 Budget
Department Summary**

Revised 01/16/12
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Operating
Information Technology
1-131

	2010		2011		2012 Proposed			Projected			
	Actual	Budget	Actual	Budget	Budget	\$ Chg	% Ch	2013 Budget	% Ch	2014 Budget	% Chg
EXPENSES											
Salaries, Wages & Benefits	121,283	148,025	188,455	192,857	219,690	26,833	13.9%	226,050	2.9%	233,500	3.3%
Administrative Expenses	3,169	6,500	5,708	5,740	4,740	-1,000	-17.4%	4,850	2.3%	4,860	0.2%
Communications	1,471	3,300	5,458	6,005	6,350	345	5.7%	6,450	1.6%	6,550	1.6%
Training Related	3,099	7,500	5,088	5,905	5,905	0	0.0%	4,750	-19.6%	4,840	1.9%
Personnel	432	100	0	100	100	0	0.0%	100	0.0%	100	0.0%
Equipment Related	46,944	37,100	45,062	36,900	41,000	4,100	11.1%	43,000	4.9%	44,000	2.3%
Professional Fees	66,958	33,500	35,684	14,000	4,000	-10,000	-71.4%	4,000	0.0%	4,000	0.0%
TOTAL EXPENSES	<u>243,357</u>	<u>236,025</u>	<u>285,456</u>	<u>261,507</u>	<u>281,785</u>	<u>20,278</u>	<u>7.8%</u>	<u>289,200</u>	<u>2.6%</u>	<u>297,850</u>	<u>3.0%</u>
TRANSFERS											
Transfers to Capital	-7,146	19,321	133,411	19,510	15,257	-4,253	-21.8%	11,778	-22.8%	11,778	0.0%
Interfunctional Transfers	<u>-128,903</u>	<u>-128,903</u>	<u>-139,029</u>	<u>-138,679</u>	<u>-143,440</u>	<u>-4,761</u>	<u>3.4%</u>	<u>-147,336</u>	<u>2.7%</u>	<u>-151,275</u>	<u>2.7%</u>
TOTAL TRANSFERS	<u>-136,049</u>	<u>-109,582</u>	<u>-5,618</u>	<u>-119,169</u>	<u>-128,183</u>	<u>-9,014</u>	<u>7.6%</u>	<u>-135,558</u>	<u>5.8%</u>	<u>-139,497</u>	<u>2.9%</u>
TOTAL TRANSFERS & EX	<u>107,308</u>	<u>126,443</u>	<u>279,838</u>	<u>142,338</u>	<u>153,602</u>	<u>11,264</u>	<u>7.9%</u>	<u>153,642</u>	<u>0.0%</u>	<u>158,353</u>	<u>3.1%</u>
NET POSITION	<u>-107,308</u>	<u>-126,443</u>	<u>-279,838</u>	<u>-142,338</u>	<u>-153,602</u>	<u>-11,264</u>	<u>7.9%</u>	<u>-153,642</u>	<u>0.0%</u>	<u>-158,353</u>	<u>3.1%</u>

**TOWN OF THE BLUE MOUNTAINS
LONG TERM FINANCIAL PLAN
CAPITAL PROJECT INFORMATION SHEET**

SECTION: General Government
DEPT: ADMINISTRATION
SUB-DEPT: Information Technology
PROJECT: Information Technology Summary

PURPOSE:

PERFORMANCE & ACTIVITY MEASURES
INCREASE (DECREASE)

PROJECT FINANCIAL DETAILS

	2011	2012	2013	2014	2015	2016
Expenditures						
Geographic Information System IT	30,000	45,000	15,000	15,000	15,000	15,000
Connectivity IT	40,000	30,000	10,000	10,000	40,000	10,000
Continuous Improvement IT	110,000	95,000	95,000	95,000	95,000	95,000
IT Training Room / Addt Computer Equip	4,500	0	0	0	25,000	0
Information Technology Tools	5,000	5,000	5,000	5,000	5,000	5,000
Computer Equipment - Planning & Legal	10,010	11,569	7,695	7,695	9,361	7,695
Computer Equipment - IS	10,010	10,257	6,778	6,778	8,444	6,778
	0	0	0	0	0	0
	0	0	0	0	0	0
Interfunctional Transfer IT	-160,000	-170,000	-120,000	-120,000	-150,000	-120,000
Total Expenditures	49,520	26,826	19,473	19,473	47,805	19,473
Sources of Financing						
External Sources:						
Grants, Subsidies	0	0	0	0	0	0
Developer Contributions	0	0	0	0	0	0
Donations, Other Revenue	0	0	0	0	0	0
Revenue Fund:						
from Operations (Tax Base)	29,520	26,826	19,473	19,473	47,805	19,473
from Operations (User Fees)	0	0	0	0	0	0
Municipal Act, 326, 391	0	0	0	0	0	0
Other Sources, specify	0	0	0	0	0	0
Reserves and Reserve Funds:						
from Capital Res	20,000	0	0	0	0	0
from Equipment Repl Res	0	0	0	0	0	0
from Sewer Res	0	0	0	0	0	0
from Water Res	0	0	0	0	0	0
from Other Res	0	0	0	0	0	0
from Development Charges	0	0	0	0	0	0
from Parkland Res Fund	0	0	0	0	0	0
from Other Res Fund	0	0	0	0	0	0
Debtenture Financing:						
Debt	0	0	0	0	0	0
Capital Lease	0	0	0	0	0	0
Total Financing	49,520	26,826	19,473	19,473	47,805	19,473
Unfinanced Outlay (Net)	0	0	0	0	0	0

EXPLANATION & HIGHLIGHTS:

General Ledger Account(s):
General Ledger Account(s):

Geographic Information System

Project #	6-131-1305	
Department	Information Services	
Year of Initiation	Ongoing	
Year of Completion	Ongoing	
Submitted by	Cathy Bailey	
Flexible	Yes	
Capital	Yes	

Description
This project is the continued development of a corporate Geographic Information System that serves all Town Departments. This includes the further development of the existing CityView database and Simplicity viewing tools. It also includes software and hardware tools for use by the GIS technician for development of the GIS mapping environment. In 2012 the plotter is also scheduled for replacement.

Category	Details
Purpose	To provide a central repository for municipal property information in a database/mapping format accessible to all Town staff.
Strategic Plan	Strategic Goal 6 - Providing a strong, well managed municipal government.
Environmental Impact	No environmental impacts are anticipated.

Budget									
Expenditures	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ -								62000
Advertisements	\$ -								62125
Courier	\$ -								63010
Professional Fees	\$ -								63100
Legal	\$ -								63105
Engineering	\$ -								63115
Consulting	\$ 50,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000			63120
Contract Services	\$ -								63125
Contingencies	\$ -								63126
Additional Equipment	\$ 55,000	\$ 35,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000			64010
Replacement Equipment	\$ -								64011
Additional Vehicles	\$ -								64020
Replacement Vehicles	\$ -								64021
Interim Financing	\$ -								63210
Expenditures Total:	\$ 105,000	\$ 45,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ -		

		Budget							
Funding		Total	2012	2013	2014	2015	2016	2017	Account
Federal Grants	\$	-							53005
Provincial Grants	\$	-							53010
Municipal Act 326 / 391	\$	-							54012
Developer Contributions	\$	-							57013
Revenue Fund - Taxes	\$	78,750	\$ 33,750	\$ 11,250	\$ 11,250	\$ 11,250	\$ 11,250		54011
Revenue Fund - User Fees	\$	26,250	\$ 11,250	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750		54011
Reserves	\$	-							54032
Reserve Funds	\$	-							54046
Debt	\$	-							58100
Funding Total:	\$	105,000	\$ 45,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	

Timeline - Current Projects	Staff Resources Required							

Notes to Expenditure & Funding Tables

Map or Picture of Project

Project Costing Driver

Operational Expenditure Impact

Potential Cost Savings

Funding Sources - Grants / Reserves / etc.

Connectivity

Project #	6-131-1315	
Department	Information Services	
Year of Initiation	Ongoing	
Year of Completion	Ongoing	
Submitted by	Cathy Bailey	
Flexible	No	
Capital	Yes	

Description
The continuation of this project will ensure the advancement of a high speed, secure, reliable corporate network that services staff in all Town buildings, including 13 remote offices. In 2012, expansion of the wireless network is expected to the Water Operation Centre, Tomahawk and BVCC. In 2012 thru 2015, upgrades are planned to existing wireless equipment technology to support increased network activity in remote offices. In 2015, a fibreoptic link between Fire Hall 1 and Town Hall is planned to support Emergency Operation Centre activity.

Category	Details
Purpose	Ensure an adequate level of corporate network connectivity to staff in all Town buildings.
Strategic Plan	Strategic Goal 6 - Providing a strong, well managed municipal government.
Environmental Impact	Improved network connectivity should reduce the need for travel between buildings and therefore reduce vehicle emissions.

Budget									
Expenditures	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ -								62000
Advertisements	\$ -								62125
Courier	\$ -								63010
Professional Fees	\$ -								63100
Legal	\$ -								63105
Engineering	\$ -								63115
Consulting	\$ -								63120
Contract Services	\$ -								63125
Contingencies	\$ -								63126
Additional Equipment	\$ 100,000	\$ 30,000	\$ 10,000	\$ 10,000	\$ 40,000	\$ 10,000			64010
Replacement Equipment	\$ -								64011
Additional Vehicles	\$ -								64020
Replacement Vehicles	\$ -								64021
Interim Financing	\$ -								63210
Expenditures Total:	\$ 100,000	\$ 30,000	\$ 10,000	\$ 10,000	\$ 40,000	\$ 10,000	\$ -		

		Budget							
<i>Funding</i>		Total	2012	2013	2014	2015	2016	2017	Account
Federal Grants	\$	-							53005
Provincial Grants	\$	-							53010
Municipal Act 326 / 391	\$	-							54012
Developer Contributions	\$	-							57013
Revenue Fund - Taxes	\$	83,332	\$ 25,000	\$ 8,333	\$ 8,333	\$ 33,333	\$ 8,333		54011
Revenue Fund - User Fees	\$	16,668	\$ 5,000	\$ 1,667	\$ 1,667	\$ 6,667	\$ 1,667		54011
Reserves	\$	-							54032
Reserve Funds	\$	-							54046
Debt	\$	-							58100
Funding Total:	\$	100,000	\$ 30,000	\$ 10,000	\$ 10,000	\$ 40,000	\$ 10,000	\$ -	

<u>Timeline - Current Projects</u>	Staff Resources Required							

Notes to Expenditure & Funding Tables

Map or Picture of Project

Project Costing Driver

Operational Expenditure Impact

Potential Cost Savings

Funding Sources - Grants / Reserves / etc.

Continuous Improvement

Project #	6-131-1310	
Department	Information Services	
Year of Initiation	Ongoing	
Year of Completion	Ongoing	
Submitted by	Cathy Bailey	
Flexible	No	
Capital	Yes	

Description
This program ensures the continuous upgrading and replacement of computers, software and network equipment, to ensure that the Town remains current with ongoing technological improvements. A four year replacement program for computers (30 * \$1,500), five years for servers (2 * \$10,000) and five years for printer/copiers (2 * \$10,000) is in place. This program also covers the cost of additional software licenses for anti-virus and office productivity software (\$10,000).

Category	Details
Purpose	Replacement program for computers, software, servers and printers/copiers.
Strategic Plan	Strategic Goal 6 - Providing a strong, well managed municipal government. Strategic Actions - 6.6 Implement processes for continuous improvement.
Environmental Impact	No environmental impacts are anticipated with this project as old equipment is disposed of in an environmentally responsible manner. Old computers are sold when applicable and otherwise disposed of in the Town e-waste bin.

Budget									
Expenditures	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ -								62000
Advertisements	\$ -								62125
Courier	\$ -								63010
Professional Fees	\$ -								63100
Legal	\$ -								63105
Engineering	\$ -								63115
Consulting	\$ -								63120
Contract Services	\$ -								63125
Contingencies	\$ -								63126
Additional Equipment	\$ -								64010
Replacement Equipment	\$ 475,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000			64011
Additional Vehicles	\$ -								64020
Replacement Vehicles	\$ -								64021
Interim Financing	\$ -								63210
Expenditures Total:	\$ 475,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ -		

		Budget							
Funding		Total	2012	2013	2014	2015	2016	2017	Account
Federal Grants	\$	-							53005
Provincial Grants	\$	-							53010
Municipal Act 326 / 391	\$	-							54012
Developer Contributions	\$	-							57013
Revenue Fund - Taxes	\$	385,040	\$ 77,008	\$ 77,008	\$ 77,008	\$ 77,008	\$ 77,008		54011
Revenue Fund - User Fees	\$	89,960	\$ 17,992	\$ 17,992	\$ 17,992	\$ 17,992	\$ 17,992		54011
Reserves	\$	-							54032
Reserve Funds	\$	-							54046
Debt	\$	-							58100
Funding Total:	\$	475,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ -	

Timeline - Current Projects	Staff Resources Required							

Notes to Expenditure & Funding Tables

Map or Picture of Project

Project Costing Driver

Operational Expenditure Impact

Potential Cost Savings

Funding Sources - Grants / Reserves / etc.

IT Training Room

Project #	
Department	Finance and IT Services
Year of Initiation	2015
Year of Completion	2015
Submitted by	Cathy Bailey
Flexible	Yes
Capital	Yes

Description
Costs for this project will go towards a permanent IT training room in the new Town Hall. A permanent training room will allow staff to test software for upcoming upgrades away from their desks and will enable IT to run training courses on office productivity software, training staff without incurring travel costs. Costs for this project include furniture (table and chairs \$5,000), 5 computers with software licenses (\$13,000) as well as a projector, electronic whiteboard and wiring (\$7,000).

Category	Details
Purpose	To provide a permanent IT training room at the new Town Hall.
Strategic Plan	Strategic goal 6 - Provide a strong, well managed municipal government.
Environmental Impact	None expected.

		Budget							
Expenditures	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ -							62000	
Advertisements	\$ -							62125	
Courier	\$ -							63010	
Professional Fees	\$ -							63100	
Legal	\$ -							63105	
Engineering	\$ -							63115	
Consulting	\$ -							63120	
Contract Services	\$ -							63125	
Contingencies	\$ -							63126	
Additional Equipment	\$ 25,000				\$ 25,000			64010	
Replacement Equipment	\$ -							64011	
Additional Vehicles	\$ -							64020	
Replacement Vehicles	\$ -							64021	
Interim Financing	\$ -							63210	
Expenditures Total:	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -		

		Budget							
Funding		Total	2012	2013	2014	2015	2016	2017	Account
Federal Grants	\$	-							53005
Provincial Grants	\$	-							53010
Municipal Act 326 / 391	\$	-							54012
Developer Contributions	\$	-							57013
Revenue Fund - Taxes	\$	25,000				\$ 25,000			54011
Revenue Fund - User Fees	\$	-							54011
Reserves	\$	-							54032
Reserve Funds	\$	-							54046
Debt	\$	-							58100
Funding Total:	\$	25,000	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	

Timeline - Current Projects	Staff Resources Required							

Notes to Expenditure & Funding Tables

Project Costing Driver

Operational Expenditure Impact

Potential Cost Savings

Funding Sources - Grants / Reserves / etc.

Map or Picture of Project

Information Technology Tools

Project #	6-131-1311	
Department	Information Services	
Year of Initiation	Ongoing	
Year of Completion	Ongoing	
Submitted by	Cathy Bailey	
Flexible	Yes	
Capital	Yes	

Description
As our corporate network becomes more of a critical resource and as the number of computers, servers and applications supported rises, the cost of downtime rises dramatically. It is critical that IT staff have the tools for monitoring, auditing and securing the network in the most efficient manner possible. This is an ongoing project that allows IT staff to purchase software tools annually. In 2012, these funds will cover the cost of the setup of a networked server environment in the IT lab, for testing database and security applications before putting them into production.

Category	Details
Purpose	Ensure that IS staff have software tools available that allow an efficient and well managed network.
Strategic Plan	Strategic goal 6 - Provide a strong, well managed municipal government.
Environmental Impact	None expected.

Budget									
Expenditures	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ -								62000
Advertisements	\$ -								62125
Courier	\$ -								63010
Professional Fees	\$ -								63100
Legal	\$ -								63105
Engineering	\$ -								63115
Consulting	\$ -								63120
Contract Services	\$ -								63125
Contingencies	\$ -								63126
Additional Equipment	\$ 25,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000			64010
Replacement Equipment	\$ -								64011
Additional Vehicles	\$ -								64020
Replacement Vehicles	\$ -								64021
Interim Financing	\$ -								63210
Expenditures Total:	\$ 25,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -		

		Budget							
<i>Funding</i>		Total	2012	2013	2014	2015	2016	2017	Account
	Federal Grants	\$ -							53005
	Provincial Grants	\$ -							53010
	Municipal Act 326 / 391	\$ -							54012
	Developer Contributions	\$ -							57013
	Revenue Fund - Taxes	\$ 25,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000		54011
	Revenue Fund - User Fees	\$ -							54011
	Reserves	\$ -							54032
	Reserve Funds	\$ -							54046
	Debt	\$ -							58100
Funding Total:		\$ 25,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	

<u>Timeline - Current Projects</u>	Staff Resources Required							

Notes to Expenditure & Funding Tables

Map or Picture of Project

Project Costing Driver

Operational Expenditure Impact

Potential Cost Savings

Funding Sources - Grants / Reserves / etc.

**Town of The Blue Mountains
2012 Budget
Department Summary**

Revised 01/16/12
02:13 PM

Operating
Fire Services
1-210

	2010		2011		2012 Proposed			Projected		2014	
	Actual	Budget	Actual	Budget	Budget	\$ Chg	% Ch	Budget	% Ch	Budget	% Chg
EXPENSES											
Salaries, Wages & Benefits	812,984	906,353	931,119	1,038,280	1,103,305	65,025	6.3%	1,146,410	3.9%	1,186,440	3.5%
Administrative Expenses	16,369	19,165	12,322	20,045	19,780	-265	-1.3%	20,160	1.9%	20,325	0.8%
Operating Expenses	363	610	73	620	400	-220	-35.5%	400	0.0%	400	0.0%
Communications	47,366	33,080	49,049	51,582	51,600	18	0.0%	52,755	2.2%	53,900	2.2%
Training Related	21,268	28,845	17,861	28,845	21,920	-6,925	-24.0%	22,245	1.5%	22,600	1.6%
Personnel	11,503	5,595	3,077	8,730	8,620	-110	-1.3%	8,670	0.6%	8,715	0.5%
Utilities	19,879	21,500	19,380	20,700	22,860	2,160	10.4%	23,290	1.9%	23,720	1.8%
Equipment Related	26,854	27,700	16,498	30,070	29,740	-330	-1.1%	33,335	12.1%	33,860	1.6%
Vehicle Related	40,760	42,270	33,141	42,395	42,430	35	0.1%	44,475	4.8%	45,860	3.1%
Professional Fees	6,077	11,700	4,660	11,754	6,200	-5,554	-47.3%	6,300	1.6%	6,500	3.2%
Financial Expenses	34,912	35,900	39,036	42,000	45,725	3,725	8.9%	48,010	5.0%	50,410	5.0%
Premises and Site	14,312	8,500	12,446	9,300	12,300	3,000	32.3%	12,450	1.2%	12,575	1.0%
TOTAL EXPENSES	<u>1,052,647</u>	<u>1,141,218</u>	<u>1,138,661</u>	<u>1,304,321</u>	<u>1,364,880</u>	<u>60,559</u>	<u>4.6%</u>	<u>1,418,500</u>	<u>3.9%</u>	<u>1,465,305</u>	<u>3.3%</u>
TRANSFERS											
Transfers to Capital	168,674	159,972	57,998	204,088	266,220	62,132	30.4%	252,634	-5.1%	224,250	-11.2%
Interfunctional Transfers	3,073	3,162	2,816	2,500	3,000	500	20.0%	3,000	0.0%	3,000	0.0%
TOTAL TRANSFERS	<u>171,747</u>	<u>163,134</u>	<u>60,814</u>	<u>206,588</u>	<u>269,220</u>	<u>62,632</u>	<u>30.3%</u>	<u>255,634</u>	<u>-5.0%</u>	<u>227,250</u>	<u>-11.1%</u>
TOTAL TRANSFERS & EX	<u>1,224,394</u>	<u>1,304,352</u>	<u>1,199,475</u>	<u>1,510,909</u>	<u>1,634,100</u>	<u>123,191</u>	<u>8.2%</u>	<u>1,674,134</u>	<u>2.4%</u>	<u>1,692,555</u>	<u>1.1%</u>
REVENUE											
Grants	0	2,100	2,870	2,100	2,000	-100	-4.8%	2,000	0.0%	2,000	0.0%
Reserve Revenue	100,000	100,000	0	200,000	100,000	-100,000	-50.0%	52,100	-47.9%	0	-100.0%
Sales	117	0	5,820	0	0	0	0.0%	0	0.0%	0	0.0%
Fee and Charges	27,498	7,000	22,736	7,000	11,000	4,000	57.1%	11,000	0.0%	11,000	0.0%
TOTAL REVENUE	<u>127,615</u>	<u>109,100</u>	<u>31,426</u>	<u>209,100</u>	<u>113,000</u>	<u>-96,100</u>	<u>-46.0%</u>	<u>65,100</u>	<u>-42.4%</u>	<u>13,000</u>	<u>-80.0%</u>
NET POSITION	<u>-1,096,779</u>	<u>-1,195,252</u>	<u>-1,168,049</u>	<u>-1,301,809</u>	<u>-1,521,100</u>	<u>-219,291</u>	<u>16.8%</u>	<u>-1,609,034</u>	<u>5.8%</u>	<u>-1,679,555</u>	<u>4.4%</u>

**TOWN OF THE BLUE MOUNTAINS
LONG TERM FINANCIAL PLAN
CAPITAL PROJECT INFORMATION SHEET**

SECTION: Protection Services
DEPT: FIRE, RESCUE, AND EMERGENCY SERVICES
SUB-DEPT: Fire, Rescue, and Emergency Services
PROJECT: Fire, Rescue, and Emergency Services Summary

PURPOSE:

PERFORMANCE & ACTIVITY MEASURES
INCREASE (DECREASE)

PROJECT FINANCIAL DETAILS

	2011	2012	2013	2014	2015	2016
Expenditures						
Fire Stations - Additions & New Constructio	0	0	17,500	465,500	10,600	143,000
Vehicle Acquisitions - Growth Related	0	355,000	0	370,000	0	0
Vehicle Acquisitions - Replacement	43,700	0	46,400	47,500	0	0
Highway Signs for Volunteers	4,000	4,000	0	0	0	0
Pers Fire Fighter Equip Growth-Related	14,245	0	0	5,750	0	0
Fire Fighter Equip Replacement	27,130	27,315	27,495	27,690	27,690	27,690
Radio & Communications System Replace	0	112,000	3,600	3,600	0	0
Other Equip incl Replacement Equip	26,345	24,625	29,475	26,296	36,800	37,500
Computer Equipment	13,413	17,780	12,164	12,164	15,259	12,164
Management Software System	21,000	5,500	26,500	0	0	40,000
Total Expenditures	149,833	546,220	163,134	958,500	90,349	260,354
Sources of Financing						
<i>External Sources:</i>						
Grants, Subsidies	0	0	0	0	0	0
Developer Contributions	0	0	0	0	0	0
Donations, Other Revenue	3,000	0	3,000	3,000	0	0
<i>Revenue Fund:</i>						
from Operations (Tax Base)	204,088	266,220	252,634	224,250	189,749	227,354
from Operations (User Fees)	0	0	0	0	0	0
Municipal Act, 326, 391	0	0	0	0	0	0
Other Sources, specify	0	2,000	0	6,000	0	0
<i>Reserves and Reserve Funds:</i>						
from Capital Res	12,500	40,000	0	0	0	-8,000
from Equipment Repl Res	0	0	0	0	0	0
from Sewer Res	0	0	0	0	0	0
from Water Res	0	0	0	0	0	0
from Other Res	-45,000	0	0	0	0	0
from Development Charges	603,245	85,000	17,500	556,250	10,600	143,000
from Parkland Res Fund	0	0	0	0	0	0
from Other Res Fund	-568,000	0	0	0	0	0
<i>Debtenture Financing:</i>						
Debt	0	153,000	-110,000	169,000	-110,000	-102,000
Capital Lease	0	0	0	0	0	0
Total Financing	209,833	546,220	163,134	958,500	90,349	260,354
Unfinanced Outlay (Net)	4,000	4,000	4,000	4,000	4,000	4,000

EXPLANATION & HIGHLIGHTS:

General Ledger Account(s):
General Ledger Account(s):

Fire Stations - Additions - Craigleith Fire Hall

Project #	6-210-2180
Department	Fire Services
Year of Initiation	2013
Year of Completion	2014
Submitted by	Ron Doherty
Flexible	yes
Capital	Yes

Description
Station #2 on GR 19 is too small to accommodate all of the apparatus and equipment assigned to this location. As a result, two additional truck bays are required in order to store the existing 4 apparatus, 2 service vehicles, ATV/trailer and various other equipment including PPE for the additional firefighters approved in the Fire Master Plan. The additional space is also required to accommodate the three additional fulltime firefighters hired as the result of the Fire Master Plan. This includes office space, crew quarters, training and additional work space and areas for the maintenance of equipment.

Category	Details
Purpose	To provide fire rescue and emergency service premises to meet the demands of growth and development including response times.
Strategic Plan	Develop a long range plan for emergency facilities and services.
Environmental Impact	None

Budget									
Expenditures	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ -							62000	
Advertisements	\$ -							62125	
Courier	\$ -							63010	
Professional Fees	\$ -							63100	
Legal	\$ -							63105	
Engineering	\$ 35,000		\$ 17,500	\$ 17,500				63115	
Consulting	\$ -							63120	
Contract Services	\$ 433,000		\$ 433,000					63125	
Contingencies	\$ -							63126	
Additional Equipment	\$ 15,000		\$ 15,000					64010	
Replacement Equipment	\$ -							64011	
Additional Vehicles	\$ -							64020	
Replacement Vehicles	\$ -							64021	
Interim Financing	\$ -							63210	
Expenditures Total:	\$ 483,000	\$ -	\$ 17,500	\$ 465,500	\$ -	\$ -	\$ -		

		Budget							
Funding		Total	2012	2013	2014	2015	2016	2017	Account
	Federal Grants	\$ -							53005
	Provincial Grants	\$ -							53010
	Municipal Act 326 / 391	\$ -							54012
	Developer Contributions	\$ -							57013
	Revenue Fund - Taxes	\$ -							54011
	Revenue Fund - User Fees	\$ -							54011
	Reserves	\$ -							54032
	Reserve Funds	\$ 483,000	\$ 17,500	\$ 465,500					54046
	Debt	\$ -							58100
Funding Total:		\$ 483,000	\$ -	\$ 17,500	\$ 465,500	\$ -	\$ -	\$ -	

<u>Timeline - Current Projects</u>	Staff Resources Required						

Notes to Expenditure & Funding Tables

Map or Picture of Project

Project Costing Driver

Operational Expenditure Impact

Potential Cost Savings

Funding Sources - Grants / Reserves / etc.

Fire Dept DC Fund 4-210-0000-33001

Fire Stations - Additions - Thornbury Fire Hall

Project #	6-210-2180
Department	Fire Services
Year of Initiation	2015
Year of Completion	2016
Submitted by	Ron Doherty
Flexible	yes
Capital	Yes

Description
The proposed addition at the Thornbury Fire Station (Station #1) is prescribed in the Fire Master Plan. It is intended to provide additional office, training and accommodation space for additional firefighters.

Category	Details
Purpose	To provide fire rescue and emergency service premises to meet the demands of growth and development including response times. Timing is tied to growth benchmarks.
Strategic Plan	Develop a long range plan for emergency facilities and services.
Environmental Impact	None

Budget								
Expenditures	Total	2012	2013	2014	2015	2016	2017	Account
Materials	\$ -							62000
Advertisements	\$ -							62125
Courier	\$ -							63010
Professional Fees	\$ -							63100
Legal	\$ -							63105
Engineering	\$ 10,600				\$ 10,600			63115
Consulting	\$ -							63120
Contract Services	\$ 127,000					\$ 127,000		63125
Contingencies	\$ -							63126
Additional Equipment	\$ 16,000					\$ 16,000		64010
Replacement Equipment	\$ -							64011
Additional Vehicles	\$ -							64020
Replacement Vehicles	\$ -							64021
Interim Financing	\$ -							63210
Expenditures Total:	\$ 153,600	\$ -	\$ -	\$ -	\$ 10,600	\$ 143,000	\$ -	

		Budget							
Funding		Total	2012	2013	2014	2015	2016	2017	Account
	Federal Grants	\$ -							53005
	Provincial Grants	\$ -							53010
	Municipal Act 326 / 391	\$ -							54012
	Developer Contributions	\$ -							57013
	Revenue Fund - Taxes	\$ -							54011
	Revenue Fund - User Fees	\$ -							54011
	Reserves	\$ -							54032
	Reserve Funds	\$ 153,600				\$ 10,600	\$ 143,000		54046
	Debt	\$ -							58100
Funding Total:		\$ 153,600	\$ -	\$ -	\$ -	\$ 10,600	\$ 143,000	\$ -	

Timeline - Current Projects	Staff Resources Required						

Notes to Expenditure & Funding Tables

Map or Picture of Project

Project Costing Driver

Operational Expenditure Impact

Potential Cost Savings

Funding Sources - Grants / Reserves / etc.

Fire Dept DC Fund 4-210-0000-33001

Growth Related New Vehicles

Project #	6-210-1000	
Department	Fire	
Year of Initiation	2011	
Year of Completion	Ongoing	
Submitted by	A. J. Lake	
Flexible	no	
Capital	yes	

Description
A multi year program intended to ensure compliance with Fire Underwriters Survey (FUS) to maximize our FUS rating and also to ensure compliance with guidelines established by the Ontario Fire Marshal's Office and the National Fire Protection Agency (NFPA). 2012 - purchase NFPA compliant 3,000 imperial gallon tanker/pumper - tendering process to take place in September 2011. 2013 - purchase NFPA compliant pumper. 2017 purchase of additional pumper truck. Also following Apparatus Requirements Proposal for council May 2003.

Category	Details
Purpose	2012 - replace 1986 and 1988 tankers which are not NFPA compliant and do not meet OFM guidelines. 2014 - replace 1990 open cab pumper which is also not NFPA compliant or suitable to our climate as an open cab apparatus.
Strategic Plan	
Environmental Impact	New and replacement vehicles will meet the most recent Environmental Protection Agency Emission requirements.

		Budget							
Expenditures	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ -							62000	
Advertisements	\$ -							62125	
Courier	\$ -							63010	
Professional Fees	\$ -							63100	
Legal	\$ -							63105	
Engineering	\$ -							63115	
Consulting	\$ -							63120	
Contract Services	\$ -							63125	
Contingencies	-\$ 8,000	-\$ 2,000		-\$ 6,000				63126	
Additional Equipment	\$ -							64010	
Replacement Equipment	\$ -							64011	
Additional Vehicles	\$ -							64020	
Replacement Vehicles	\$ 1,115,000	\$ 355,000		\$ 370,000			\$ 390,000	64021	
Interim Financing	\$ -							63210	
Expenditures Total:	\$ 1,107,000	\$ 353,000	\$ -	\$ 364,000	\$ -	\$ -	\$ 390,000		

Funding	Total	Budget						Account
		2012	2013	2014	2015	2016	2017	
Federal Grants	\$ -							53005
Provincial Grants	\$ -							53010
Municipal Act 326 / 391	\$ -							54012
Developer Contributions	\$ -							57013
Revenue Fund - Taxes	\$ 625,000	\$ 75,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	54011
Revenue Fund - User Fees	\$ -							54011
Reserves	-\$ 78,000	\$ 40,000				-\$ 8,000	-\$ 110,000	54032
Reserve Funds	\$ 560,000	\$ 85,000		\$ 85,000			\$ 390,000	54046
Debt	\$ -	\$ 153,000	-\$ 110,000	\$ 169,000	-\$ 110,000	-\$ 102,000		58100
Funding Total:	\$ 1,107,000	\$ 353,000	\$ -	\$ 364,000	\$ -	\$ -	\$ 390,000	

<u>Timeline - Current Projects</u>	Staff Resources Required						

Notes to Expenditure & Funding Tables

Project Costing Driver

Apparatus to be tendered

Operational Expenditure Impact

The apparatus will be replacing a vehicle therefore fuel and maintenance costs should not be impacted.

Potential Cost Savings

Funding Sources - Grants / Reserves / etc.

Fire DC Reserve Fund - 4-210-0000-33001
\$40,000 carry over from 2010 in rollover reserve

Map or Picture of Project



Replacement Vehicles

Project #	6-210-1000	
Department	Fire	
Year of Initiation	2013	
Year of Completion	2014	
Submitted by	A. J. Lake	
Flexible	no	
Capital	yes	

Description
Multi year program to replace emergency vehicles and apparatus as required. 2013 - the replacement of a 2002 (#503) pick up. 2014 - the replacement of a 2002 (#504) pick up. Truck #503 will be transferred to the Cemetery for use in hauling the dump trailer.

Category	Details
Purpose	The replacement schedule is intended to ensure the departments compliance with the Fire Underwriters Survey requirements in order to maximize our FUS rating.
Strategic Plan	Fire department response vehicles are replaced in a timely manner to maintain a reliable fleet and to ensure that the fleet is capable of meeting the demands of growth and development.
Environmental Impact	New vehicles will meet or exceed the most recent Environmental Protection Agency Emission requirements.

		Budget							
Expenditures	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ -							62000	
Advertisements	\$ -							62125	
Courier	\$ -							63010	
Professional Fees	\$ -							63100	
Legal	\$ -							63105	
Engineering	\$ -							63115	
Consulting	\$ -							63120	
Contract Services	\$ -							63125	
Contingencies	-\$ 6,000		-\$ 3,000	-\$ 3,000				63126	
Additional Equipment	\$ -							64010	
Replacement Equipment	\$ -							64011	
Additional Vehicles	\$ -							64020	
Replacement Vehicles	\$ 93,900		\$ 46,400	\$ 47,500				64021	
Interim Financing	\$ -							63210	
Expenditures Total:	\$ 87,900	\$ -	\$ 43,400	\$ 44,500	\$ -	\$ -	\$ -		

Funding	Total	Budget					Account
		2012	2013	2014	2015	2016	
Federal Grants	\$ -						53005
Provincial Grants	\$ -						53010
Municipal Act 326 / 391	\$ -						54012
Developer Contributions	\$ -						57013
Revenue Fund - Taxes	\$ 87,900	\$ 43,400	\$ 44,500				54011
Revenue Fund - User Fees	\$ -						54011
Reserves	\$ -						54032
Reserve Funds	\$ -						54046
Debt	\$ -						58100
Funding Total:	\$ 87,900	\$ -	\$ 43,400	\$ 44,500	\$ -	\$ -	-

<u>Timeline - Current Projects</u>	Staff Resources Required

Notes to Expenditure & Funding Tables

Project Costing Driver

Operational Expenditure Impact

none

Potential Cost Savings

reduced maintenance costs during warranty period

Funding Sources - Grants / Reserves / etc.

Map or Picture of Project



Highway Signs For Volunteer Firefighter Green Lights

Project #	6-210-1000	
Department	Fire	
Year of Initiation	2011	
Year of Completion	2012	
Submitted by	A. J. Lake	
Flexible	yes	
Capital	yes	

Description
Design, purchase and installation of road signs throughout the Municipality, advising citizens and tourists of the use of green lights by our volunteer firefighters when they are responding to emergencies. Design and installation by County of Grey.

Category	Details
Purpose	To educate residents and visitors to our Municipality of the importance in yielding when they see vehicles with green lights on roadways in The Blue Mountains.
Strategic Plan	Public Education, volunteer recruitment & retention
Environmental Impact	

		Budget							
Expenditures	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ 4,000	\$ 4,000						62000	
Advertisements	\$ -							62125	
Courier	\$ -							63010	
Professional Fees	\$ -							63100	
Legal	\$ -							63105	
Engineering	\$ -							63115	
Consulting	\$ -							63120	
Contract Services	\$ -							63125	
Contingencies	\$ -							63126	
Additional Equipment	\$ -							64010	
Replacement Equipment	\$ -							64011	
Additional Vehicles	\$ -							64020	
Replacement Vehicles	\$ -							64021	
Interim Financing	\$ -							63210	
Expenditures Total:	\$ 4,000	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ -		

Funding	Total	Budget					Account
		2012	2013	2014	2015	2016	
Federal Grants	\$ -						53005
Provincial Grants	\$ -						53010
Municipal Act 326 / 391	\$ -						54012
Developer Contributions	\$ -						57013
Revenue Fund - Taxes	\$ 4,000	\$ 4,000					54011
Revenue Fund - User Fees	\$ -						54011
Reserves	\$ -						54032
Reserve Funds	\$ -						54046
Debt	\$ -						58100
Funding Total:	\$ 4,000	\$ 4,000	\$ -	\$ -	\$ -	\$ -	-

<u>Timeline - Current Projects</u>	Staff Resources Required						

Notes to Expenditure & Funding Tables

Project Costing Driver

Acquisition to be from the County of Grey - Sign Shop

Operational Expenditure Impact

Potential Cost Savings

Funding Sources - Grants / Reserves / etc.

Map or Picture of Project



Growth Related New Personal Protective Equipment

Project #	6-210-2114
Department	Fire
Year of Initiation	2014
Year of Completion	2014
Submitted by	A. J. Lake
Flexible	no
Capital	yes

Description
Purchase of new and additional self contained breathing apparatus based on the acquisition of new apparatus to transport.

Category	Details
Purpose	To equip firefighters with self contained breathing apparatus, based on growth and development
Strategic Plan	
Environmental Impact	

		Budget							
<i>Expenditures</i>	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ -							62000	
Advertisements	\$ -							62125	
Courier	\$ -							63010	
Professional Fees	\$ -							63100	
Legal	\$ -							63105	
Engineering	\$ -							63115	
Consulting	\$ -							63120	
Contract Services	\$ -							63125	
Contingencies	\$ -							63126	
Additional Equipment	\$ 5,750			\$5,750				64010	
Replacement Equipment	\$ -							64011	
Additional Vehicles	\$ -							64020	
Replacement Vehicles	\$ -							64021	
Interim Financing	\$ -							63210	
Expenditures Total:	\$ 5,750	\$ -	\$ -	\$ 5,750	\$ -	\$ -	\$ -		

Funding	Total	Budget					Account
		2012	2013	2014	2015	2016	
Federal Grants	\$ -						53005
Provincial Grants	\$ -						53010
Municipal Act 326 / 391	\$ -						54012
Developer Contributions	\$ -						57013
Revenue Fund - Taxes	\$ -						54011
Revenue Fund - User Fees	\$ -						54011
Reserves	\$ -						54032
Reserve Funds	\$ 5,750		\$ 5,750				54046
Debt	\$ -						58100
Funding Total:	\$ 5,750	\$ -	\$ -	\$ 5,750	\$ -	\$ -	-

<u>Timeline - Current Projects</u>	Staff Resources Required						

Notes to Expenditure & Funding Tables

Project Costing Driver

Acquisition to be from specific manufacturers where required

Operational Expenditure Impact

Potential Cost Savings

Repair Costs

Funding Sources - Grants / Reserves / etc.

Fire DC Reserve Fund 4-210-0000-33001

Map or Picture of Project



Replacement Firefighter Equipment

Project #	6-210-2112	
Department	Fire	
Year of Initiation	2011	
Year of Completion	Ongoing	
Submitted by	A. J. Lake	
Flexible	no	
Capital	yes	

Description
Replacement of damaged bunker suits and related personal protective equipment for firefighters within the existing approved firefighter complement. This will include the preparation of funding for the replacement of 30 sets of bunker gear (\$1,500 ea) due for replacement in 2014. This project will also prepare for the replacement of Self Contained Breathing Apparatus (\$5,700 ea) with a 15 year life expectancy. The account will also be used to replace SCBA bottles and other related PPE items.

Category	Details
Purpose	To replace in-service equipment which has been damaged, failed annual NFPA mandated testing or has outlived its useful lifespan
Strategic Plan	
Environmental Impact	Disposal of defective equipment

		Budget							
<i>Expenditures</i>	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ -							62000	
Advertisements	\$ -							62125	
Courier	\$ -							63010	
Professional Fees	\$ -							63100	
Legal	\$ -							63105	
Engineering	\$ -							63115	
Consulting	\$ -							63120	
Contract Services	\$ -							63125	
Contingencies	\$ -							63126	
Additional Equipment	\$ -							64010	
Replacement Equipment	\$ 165,570	\$27,315	\$27,495	\$27,690	\$27,690	\$27,690	\$ 27,690	64011	
Additional Vehicles	\$ -							64020	
Replacement Vehicles	\$ -							64021	
Interim Financing	\$ -							63210	
Expenditures Total:	\$ 165,570	\$ 27,315	\$ 27,495	\$ 27,690	\$ 27,690	\$ 27,690	\$ 27,690		

Funding	Total	Budget							Account
		2012	2013	2014	2015	2016	2017		
Federal Grants	\$ -								53005
Provincial Grants	\$ -								53010
Municipal Act 326 / 391	\$ -								54012
Developer Contributions	\$ -								57013
Revenue Fund - Taxes	\$ 165,570	\$ 27,315	\$ 27,495	\$ 27,690	\$ 27,690	\$ 27,690	\$ 27,690	\$ 27,690	54011
Revenue Fund - User Fees	\$ -								54011
Reserves	\$ -								54032
Reserve Funds	\$ -								54046
Debt	\$ -								58100
Funding Total:	\$ 165,570	\$ 27,315	\$ 27,495	\$ 27,690	\$ 27,690	\$ 27,690	\$ 27,690	\$ 27,690	

<u>Timeline - Current Projects</u>	Staff Resources Required						

Notes to Expenditure & Funding Tables

Project Costing Driver

In keeping with the Standardization process approved by Council Sept. 2003, the acquisition of bunker gear will continue to be manufactured by Globe.

Operational Expenditure Impact

Potential Cost Savings

Funding Sources - Grants / Reserves / etc.

Map or Picture of Project



Radio & Communications

Project #	6-210-2121
Department	Fire Services
Year of Initiation	2012
Year of Completion	2014
Submitted by	AJ Lake
Flexible	no
Capital	Yes

Description
To upgrade the existing analogue emergency communication system to digital. This will include the installation of a canopy link, 2 repeater/receivers, 3 base stations, 12 mobile radios and 42 portable radios.

Category	Details
Purpose	The radio system used to notify personnel of emergencies and provide fireground communications, has failed numerous times since June 2011. The problem has been diagnosed as aging hardware in conjunction with old software.
Strategic Plan	Additional radios will be purchased as we increase our compliment to the maximum of 48 personnel. A preventive maintenance program and service life replacement will be established to maintain reliabilty.
Environmental Impact	

Budget									
Expenditures	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ -							62000	
Advertisements	\$ -							62125	
Courier	\$ -							63010	
Professional Fees	\$ -							63100	
Legal	\$ -							63105	
Engineering	\$ -							63115	
Consulting	\$ -							63120	
Contract Services	\$ -							63125	
Contingencies	\$ -							63126	
Additional Equipment	\$ -							64010	
Replacement Equipment	\$ 119,200	\$ 112,000	\$ 3,600	\$ 3,600				64011	
Additional Vehicles	\$ -							64020	
Replacement Vehicles	\$ -							64021	
Interim Financing	\$ -							63210	
Expenditures Total:	\$ 119,200	\$ 112,000	\$ 3,600	\$ 3,600	\$ -	\$ -	\$ -		

		Budget							
Funding		Total	2012	2013	2014	2015	2016	2017	Account
	Federal Grants	\$ -							53005
	Provincial Grants	\$ -							53010
	Municipal Act 326 / 391	\$ -							54012
	Developer Contributions	\$ -							57013
	Revenue Fund - Taxes	\$ 119,200	\$ 112,000	\$ 3,600	\$ 3,600				54011
	Revenue Fund - User Fees	\$ -							54011
	Reserves	\$ -							54032
	Reserve Funds	\$ -							54046
	Debt	\$ -							58100
Funding Total:		\$ 119,200	\$ 112,000	\$ 3,600	\$ 3,600	\$ -	\$ -	\$ -	

<u>Timeline - Current Projects</u>	Staff Resources Required							

Notes to Expenditure & Funding Tables

Map or Picture of Project

Project Costing Driver

Operational Expenditure Impact

Potential Cost Savings

Funding Sources - Grants / Reserves / etc.

Replacement Equipment (other)

Project #	6-210-2113	
Department	Fire	
Year of Initiation	2011	
Year of Completion	Ongoing	
Submitted by	A. J. Lake	
Flexible	no	
Capital	yes	

Description
To replace equipment which has been damaged, does not meet the NFPA or Occupational Health & Safety Guidelines or has outlived its useful life span. The equipment includes hose, nozzles and appliances, portable pumps, rescue air bags, multi gas detectors, heavy hydraulic equipment, thermal imaging cameras, and various other hand tools.

Category	Details
Purpose	To furnish the department with reliable equipment and supplies which are maintained and replaced as required in accordance with approved policies
Strategic Plan	
Environmental Impact	Disposal of defective equipment

		Budget							
<i>Expenditures</i>	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ -							62000	
Advertisements	\$ -							62125	
Courier	\$ -							63010	
Professional Fees	\$ -							63100	
Legal	\$ -							63105	
Engineering	\$ -							63115	
Consulting	\$ -							63120	
Contract Services	\$ -							63125	
Contingencies	\$ -							63126	
Additional Equipment	\$ -							64010	
Replacement Equipment	\$ 181,801	\$ 24,625	\$ 29,475	\$ 26,296	\$ 27,105	\$ 36,800	\$ 37,500	64011	
Additional Vehicles	\$ -							64020	
Replacement Vehicles	\$ -							64021	
Interim Financing	\$ -							63210	
Expenditures Total:	\$ 181,801	\$ 24,625	\$ 29,475	\$ 26,296	\$ 27,105	\$ 36,800	\$ 37,500		

Management Software System

Project #	6-210-2120
Department	Fire Services
Year of Initiation	2010
Year of Completion	2016
Submitted by	Ron Doherty
Flexible	yes
Capital	Yes

Description
In 2010, the Fire Dept. purchased a Fire Records Management Software System to optimize record management. The records are a requirement for the Ministry of Labour, OFM, Fire Prevention inspections and Fire Code References. In 2011 was the installation and training on three modules. In 2012, purchase of remote server for Station #2. In 2013, the installation and training on two mobile laptops and dispatch planned for 2016.

Category	Details
Purpose	Mobile Units will provide emergency services with data in the field. There will be access to all information in the system , such as Fire Prevention , Pre Fire Planning, Maps, Prior Incidents as well as Canutec/Naer Guide, and dispatch capabilities
Strategic Plan	Develop a long range plan for emergency facilities and services.
Environmental Impact	By implementing a complete electronic management solution, the use of paper forms will be significantly reduced.

Budget									
Expenditures	Total	2012	2013	2014	2015	2016	2017	Account	
Materials	\$ -								62000
Advertisements	\$ -								62125
Courier	\$ -								63010
Professional Fees	\$ -								63100
Legal	\$ -								63105
Engineering	\$ -								63115
Consulting	\$ -								63120
Contract Services	\$ 72,000	\$ 5,500	\$ 26,500			\$ 40,000			63125
Contingencies	\$ -								63126
Additional Equipment	\$ -								64010
Replacement Equipment	\$ -								64011
Additional Vehicles	\$ -								64020
Replacement Vehicles	\$ -								64021
Interim Financing	\$ -								63210
Expenditures Total:	\$ 72,000	\$ 5,500	\$ 26,500	\$ -	\$ -	\$ 40,000	\$ -		

		Budget							
Funding		Total	2012	2013	2014	2015	2016	2017	Account
	Federal Grants	\$ -							53005
	Provincial Grants	\$ -							53010
	Municipal Act 326 / 391	\$ -							54012
	Developer Contributions	\$ -							57013
	Revenue Fund - Taxes	\$ 72,000	\$ 5,500	\$ 26,500			\$ 40,000		54011
	Revenue Fund - User Fees	\$ -							54011
	Reserves	\$ -							54032
	Reserve Funds	\$ -							54046
	Debt	\$ -							58100
Funding Total:		\$ 72,000	\$ 5,500	\$ 26,500	\$ -	\$ -	\$ 40,000	\$ -	

<u>Timeline - Current Projects</u>	Staff Resources Required						

Notes to Expenditure & Funding Tables

Map or Picture of Project

Project Costing Driver

Operational Expenditure Impact

Potential Cost Savings

Funding Sources - Grants / Reserves / etc.

**Town of The Blue Mountains
2012 Budget
Department Summary**

Revised 01/16/12
02:18 PM

Operating
Business Improvement Area
1-840

	2010		2011		2012 Proposed			Projected			
	Actual	Budget	Actual	Budget	Budget	\$ Chg	% Ch	2013 Budget	% Ch	2014 Budget	% Chg
EXPENSES											
Administrative Expenses	48,336	14,350	49,490	14,350	14,350	0	0.0%	14,350	0.0%	14,350	0.0%
Operating Expenses	0	3,000	0	0	0	0	0.0%	0	0.0%	0	0.0%
Communications	27,665	12,000	12,037	12,000	12,000	0	0.0%	12,000	0.0%	12,000	0.0%
Training Related	0	265	724	265	275	10	3.8%	275	0.0%	275	0.0%
Utilities	0	450	0	0	0	0	0.0%	0	0.0%	0	0.0%
Equipment Related	0	750	0	0	0	0	0.0%	0	0.0%	0	0.0%
Professional Fees	0	12,000	1,200	12,000	12,000	0	0.0%	12,000	0.0%	12,000	0.0%
Financial Expenses	4,174	12,530	3,480	14,750	13,050	-1,700	-11.5%	12,700	-2.7%	12,300	-3.1%
TOTAL EXPENSES	80,175	55,345	66,931	53,365	51,675	-1,690	-3.2%	51,325	-0.7%	50,925	-0.8%
TRANSFERS											
Transfers to Capital	0	18,000	0	0	0	0	0.0%	0	0.0%	5,000	0.0%
Transfers to Reserves	0	0	0	0	5,860	5,860	0.0%	6,222	6.2%	16,625	167.2%
Interfunctional Transfers	827	7,083	1,005	7,465	2,415	-5,050	-67.6%	7,363	204.9%	7,310	-0.7%
Transfer To/From Unfinanced Ca	15,000	0	15,000	15,000	15,000	0	0.0%	15,000	0.0%	0	-100.0%
TOTAL TRANSFERS	15,827	25,083	16,005	22,465	23,275	810	3.6%	28,585	22.8%	28,935	1.2%
TOTAL TRANSFERS & EX	96,002	80,428	82,936	75,830	74,950	-880	-1.2%	79,910	6.6%	79,860	-0.1%
REVENUE											
Reserve Revenue	10,678	5,364	0	766	0	-766	-100.0%	0	0.0%	0	0.0%
Fee and Charges	85,324	75,064	83,968	75,064	80,000	4,936	6.6%	80,000	0.0%	80,000	0.0%
TOTAL REVENUE	96,002	80,428	83,968	75,830	80,000	4,170	5.5%	80,000	0.0%	80,000	0.0%
NET POSITION	0	0	1,033	0	5,050	5,050	0.0%	90	-98.2%	140	55.6%