



**Agenda**  
**The Township of Cavan Monaghan**  
**Regular Council Meeting**

**Monday, February 15, 2016**

**11:00 a.m.**

**Council Chambers**

**Members in attendance are asked to please turn off all electronic devices during the Council Meeting. Any special needs requirements pertaining to accessibility may be directed to the Clerk's Office prior to the meeting.**

**Pages**

- 1. Open Session**
- 2. Call to Order**
- 3. Approval of the Agenda**
- 4. Disclosure of Pecuniary Interest and the General Nature Thereof**
- 5. Closed Session**
  - 5.1 Resolution to move into Closed Session**
  - 5.2 Minutes of the Closed Session held February 1, 2016**
  - 5.3 Report - Finance-2016-03 Sale of Vested Property, Roll#15-09-010-030-03799-0000**

a proposed or pending acquisition or disposition of land by the municipality or local board
  - 5.4 Inter-Municipal Committee**

a proposed or pending acquisition or disposition of land by the municipality or local board
- 6. Report from Closed Session**
- 7. Delegations**
  - 7.1 Sarah Cullingham, Age-friendly Coordinator - Age-friendly Peterborough - Community Consultation Results** 4 - 29

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- 19.3 Monday, February 22 - Millbrook Valley Trails Advisory Committee - 6:00 p.m. Municipal Office**
- 19.4 Thursday, March 3 - BIA Board of Management - 8:00 a.m. Municipal Office**
- 19.5 Friday, February 19 - Municipal Heritage Committee - 11:00 a.m. Municipal Office**

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# Age-friendly Peterborough

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## Consultation Summary Report

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January, 2016





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## Acknowledgements

Thank you to everyone who took the time to participate in the Age-friendly Peterborough consultation process. Thanks also to all the community partners and service agencies that helped spread the word about the Age-friendly Peterborough project.

The Peterborough Council on Aging gratefully acknowledges the ongoing contribution of members of the Age-friendly Peterborough Committee:

- Alan Cavell, Volunteer
- Ann MacLeod, Trent-Fleming School of Nursing
- Anne Wood, Council for Persons with Disabilities
- Bryan Weir, County of Peterborough
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**This report is available in alternative formats upon request. Contact (705) 748-8830 for details.**

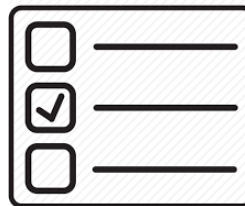
## Executive Summary

The Peterborough Council on Aging (P.C.O.A) is developing an Age-friendly Plan for the Peterborough region. The Age-friendly Plan (the Plan) will outline strategies to support healthy and active aging in Peterborough City and County.

Between February and November 2015, the P.C.O.A gathered input from residents and stakeholders to inform the Plan. Feedback was captured through a community survey and in focus groups with older adults, informal caregivers, and service providers.

This report summarizes the findings of this consultation process. Key findings are reported for each of the Plan's eight theme areas. Local insights from each County Township are also highlighted.

Some of the highlights of this report, organized by theme area, are:



# 1084

Survey Responses



# 269

Focus Group  
Participants

### Transportation

- Nearly 60% of survey respondents indicated that transportation in the Peterborough region is a concern for them as they age.
- Focus group participants identified having access to a range of affordable transportation options as an important feature of their vision for an age-friendly community.
- Survey and focus group comments show support for improvements to active transportation infrastructure, including walking trails and bicycle lanes.
- County participants described a desire to see new regional transportation options based on innovative service delivery models (e.g. non-profit partnerships, drive-share programs).
- Survey and focus group results indicate that snow removal and general road maintenance is an area of concern for residents, particularly those living in the City of Peterborough.

### Housing

- Nearly 54% of survey respondents indicated that housing in the Peterborough region is a concern for them as they age.
- Survey and focus group comments suggest that affordability of house prices/rents and property costs (e.g. taxes, utilities) are an important consideration for many residents.
- Survey and focus group comments indicate that the availability of different housing options is a concern for residents, particularly the availability of affordable supportive housing options, including Long-term Care Homes.
- Approximately 58% of survey respondents reported having concerns about their ability to afford necessary home support services in their older years.



### **Outdoor Spaces and Buildings**

- Focus group participants identified high quality, accessible, parks and greenspace as an important feature of their vision for an age-friendly community.
- Over 46% of survey respondents indicated that they are either ‘satisfied’ or ‘very satisfied’ with the accessibility of public parks and greenspace where they live.
- Survey comments and focus group discussions suggest that there is a desire to see more park amenities geared to older adults, including seating areas, washrooms, and paved pathways.
- Survey comments and focus group discussions indicate that residents with limited mobility continue to experience challenges accessing some stores and public buildings.
- Participants expressed concern about feeling unsafe on trails, in parks, and downtown in the City of Peterborough.

### **Community Support and Health Services**

- Approximately 76% of survey respondents indicated that community support and health services in the Peterborough region is a concern for them as they age.
- Focus group participants identified having access to primary health services in a local setting as an important feature of their vision for an age-friendly community.
- Survey comments and focus group discussions suggest that the availability of respite services for informal caregivers is an area of concern for many residents.
- Survey comments and focus group discussions indicate a desire to see additional walk-in medical services available in the region.

### **Civic Participation and Employment**

- 58% of survey respondents identified workplaces not being open to hiring older adults as a barrier preventing older adults from attaining paid employment.
- Survey comments and focus group discussions suggest that most residents feel there is a strong local volunteer culture.
- Survey and focus group comments described some concern about ‘aging-out’ of the volunteer base and a desire to see programs adapted for a new generation of volunteers.
- Survey comments and focus group discussions suggest that residents would like to see improvements made to advertising and promotion of local volunteer opportunities.

### **Communication and Information**

- Survey comments and focus group discussions indicate that reliance on electronic channels for communication is a concern for some residents.
- County participants described inconsistent internet and cellphone coverage as a barrier to accessing information.
- Survey results suggest that few residents have difficulty accessing information from local businesses or municipal administrations.
- Survey comments and focus group discussions suggest that accessing information about health and social service programs is an area of concern for many residents.

- Participants identified the presence of local newspapers as an asset to the community; however, some complaints were received about the timeliness of local media reporting.

### **Social Participation**

- Survey comments and focus group discussions suggest that social participation is seen as an area of strength in the region.
- Nearly 60% of survey respondents indicated that they are either ‘satisfied’ or ‘very satisfied’ with the library facilities where they live.
- Survey and focus group comments suggest that social isolation of individuals with chronic health issues, limited incomes, and those who are unable to drive is a concern across the region.
- Over 55% of survey respondents indicated that they would like to see continuing education courses available where they live.
- Approximately 53% of survey respondents indicated that they would like to see walking clubs available where they live.

### **Respect and Social Inclusion**

- 58% of survey respondents indicated that respect and social inclusion in the Peterborough region is a concern for them as they age.
- Focus group participants identified inclusion of older adults and the availability of intergenerational programs as key features of their vision for an age-friendly community.
- Survey and focus group comments suggest that there are mixed perceptions about attitudes towards older adults in the community.
- Survey and focus group comments indicate that there are some tensions between generations in regards to the provision of social supports and programming.
- Participants indicated a desire to see additional training for customer service staff in how to properly serve older adult clients.

The feedback collected through these consultation activities will be brought together with research on current services, programs, and infrastructure to build the Age-friendly Peterborough Baseline Assessment. The Baseline Assessment will form the foundation for the strategies and actions to be set out in the Plan.

The Age-friendly Peterborough Plan is being built through a multi-sectoral community-led planning process. The strategies identified in the Plan will require support and partnership amongst a number of community agencies, municipal administrations, and the general public for implementation. The Peterborough Council on Aging looks forward to further cultivating the contacts and networks needed to successfully steward the Plan through its development and implementation.

# 1. Introduction

## Age-friendly Peterborough Plan

Peterborough has joined communities across Ontario and around the world in creating a local Age-friendly Plan. The Age-friendly Peterborough Plan will help Peterborough City and County see itself from the perspective of older adults in order to identify where and how it can become more age-friendly.

The Peterborough Council on Aging (P.C.O.A) is leading the project, using a framework developed by the World Health Organization (W.H.O). When the plan is in place, Peterborough will become a member of the W.H.O’s Global Network of Age-friendly Cities and Communities.

According to the W.H.O an age-friendly community is one that supports active aging by “optimizing opportunities for health, participation and security in order to enhance quality of life as people age” (World Health Organization, 2007).

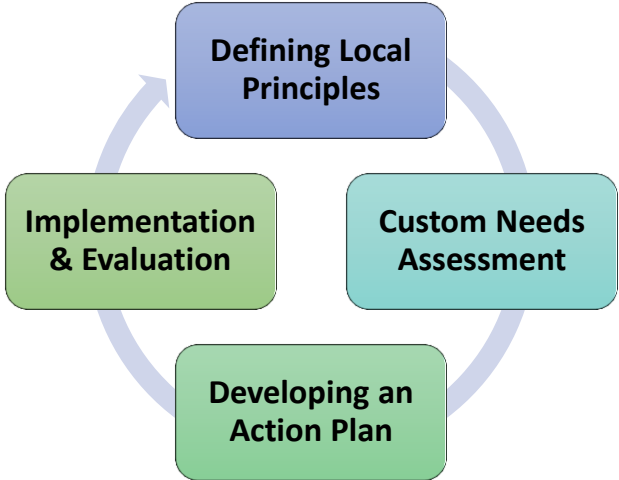
## Planning Process

The P.C.O.A’s Age-friendly Peterborough Committee is following a four-step process to develop our local Age-friendly Plan.

- Step 1:** Defining local principles
- Step 2:** Creating a Custom Needs Assessment
- Step 3:** Developing an Action Plan
- Step 4:** Implementing & Evaluating Actions

This report presents the findings of the community consultations undertaken as part of Step 2: Creating a Custom Needs Assessment.

The information gathered through these consultations will be used to develop a Baseline Assessment (i.e. needs assessment) of our region’s current level of age-friendliness.



## Planning Themes

The W.H.O has identified eight areas of community life that directly affect the lives of older adults. These are:

- Transportation
- Housing
- Outdoor Spaces and Buildings
- Community Support and Health Services
- Civic Participation and Employment
- Communication and Information
- Social Participation
- Respect and Social Inclusion

The Plan will recommend strategies and actions to build on strengths and improve services and infrastructure in each of these eight areas.

This report summarizes key findings in each theme area and also highlights local insights for each of the eight townships in the County of Peterborough as well as the Curve Lake First Nation. Full results from the consultation process can be found in the full 'Age-friendly Consultation Data, 2015' report.

## 2. Methodology

Over 1300 people participated in the Age-friendly Peterborough consultation activities either by completing the community survey, attending a focus group, or both.

### Survey

The Age-friendly Peterborough survey was open in Peterborough City and County between February and April, 2015. Subsequent survey distribution in Curve Lake First Nation was completed between August and October, 2015. In total, 1084 responses were received.

The survey was available online and in print. The online version of the survey was distributed through organizational mailing lists including the City of Peterborough corporate mailing list, the Peterborough Regional Health Centre mailing list, and Community Care Peterborough's volunteer mailing list. Hard copies of the survey were distributed at 21 local service offices and made available at 16 local events. 75 surveys were also distributed through Community Care Peterborough's Meals on Wheels program.

The Age-friendly Peterborough survey included over 80 questions aimed to gather information about residents' level of satisfaction with particular community features and service use patterns.

### Focus Groups

Public focus groups were held throughout Peterborough City and County as well as on the Curve Lake First Nation Reserve. At least one public focus group was held in each township of the County.

In lieu of a formal focus group with caregivers individual interviews were conducted over four days with informal care providers at the Peterborough Regional Health Centre's Dialysis Unit and Geriatric Assessment and Intervention Network (G.A.I.N) clinic.

In total, 24 public focus groups were held with a total of 200 participants.

In addition, four topic-specific focus groups were held with service providers in each of the following areas: Transportation, Housing, Outdoor Spaces and Buildings, and Community Support and Health Services. In total, 69 professionals representing over 30 organizations participated in these meetings.

Focus group discussions were structured around three open ended questions: What is your vision for an age-friendly community?; What is working well in the Peterborough region to serve older adults?; What could be improved in the Peterborough region to better serve older adults?

### 3. Participant Demographics

Demographic information about participants was collected through survey questions and a participant information form distributed at public focus groups.

Information collected from all public session participants included: location of residency, age, gender, and income. Survey participants were asked additional questions about the use of mobility aids, housing type and tenure, living arrangements, and access to health benefits and pensions plans.

Demographic information was not collected from service provider focus group participants and is not included in the figures below.

#### Location of Residence

Of the 1084 survey respondents, 56% indicated that they live in the City of Peterborough, 38% in the County of Peterborough (including Curve Lake), and 6% identified living outside the Peterborough region or did not specify their location of residence.

Of the 200 public focus group participants 36% indicated that they live in the City of Peterborough, 44% in the County of Peterborough, and 20% identified living outside the region or did not specify.

| Municipality                           | Survey      | Focus Groups | All Participants |
|--|-------------|--------------|------------------|
| Asphodel-Norwood                       | 19          | 15           | 34               |
| Cavan Monaghan                         | 54          | 6            | 60               |
| City of Peterborough                   | 610         | 72           | 682              |
| Curve Lake                             | 23          | 11           | 34               |
| Douro-Dummer                           | 38          | 15           | 53               |
| Havelock-Belmont Methuen               | 16          | 7            | 23               |
| North Kawartha                         | 24          | 8            | 32               |
| Otonabee-South Monaghan                | 29          | 11           | 40               |
| Selwyn                                 | 163         | 10           | 173              |
| Trent Lakes                            | 47          | 5            | 52               |
| Outside the Peterborough Region / N.A. | 61          | 40           | 101              |
| <b>Total</b>                           | <b>1084</b> | <b>200</b>   | <b>1284</b>      |

#### Age, Gender and Income

Though the Age-friendly Peterborough survey was open to all community members, the majority of respondents (78%) were over the age of 55. Focus group marketing targeted those over the age of 55; however, no specific restrictions were placed on registration. While some focus group participants were under the age of 55, most (83%) were over the age of 55.

At 68% of survey respondents and 72% of focus group participants, more women engaged in the Age-friendly Peterborough consultation process as compared to men.

The most commonly reported income bracket for survey participants was \$40,000-\$64,000, while focus group participants most commonly reported annual incomes between \$15,000 and \$39,000.

## Other Characteristics

- 84% of survey participants indicated that they are able to get around unassisted.
- 24% of all survey participants reported living alone, with more reporting living alone in the City (27%) than the County (19%).
- 75% of survey participants stated that they live in a house.
- Over half of all survey participants reported owning their own home without a mortgage, with more reporting living without a mortgage in the County (58%) than the City (45%).
- Only 8% of respondents reported not having access to any form of a pension plan.
- 63% of survey respondents indicated that they have access to extended health benefits.
- 80% of survey respondents stated that they had lived in the Peterborough region for over 10 years, of this 15% indicated that they have lived in the region for their whole lives.

## Limitations

Though efforts were made to reach vulnerable populations of isolated seniors, including those with medical or mobility limitations, and those confined to the home, the sample group for the consultation activities still represents a more mobile and active segment of the community.

Overall, efforts to reach residents of the County of Peterborough were successful; however, some local townships remain underrepresented in the consultation findings, in particular Havelock-Belmont-Methuen and Otonabee-South Monaghan.

Project partners at the Peterborough Regional Health Centre and Community Care Peterborough were very successful in distributing the survey to their organizational contact lists. As a result, individuals affiliated with these organizations may be over represented in the consultation findings.

The following groups are slightly over-represented in our data as compared to local demographics:

- Women
- Individuals living alone
- Home owners
- Individuals over the age of 55

## 4. Overall Findings

### Vision for an Age-friendly Community

At the start of the public focus groups, participants were asked to share their vision for an age-friendly community.

In these discussions the most commonly cited theme areas were:

- Transportation
- Respect and Social Inclusion
- Community Support and Health Services
- Outdoor Spaces and Buildings



Overall, participants’ vision for an age-friendly community emphasized:

- Availability of rural transportation options.
- Opportunities for intergenerational connection and skills-sharing.
- Access to primary health services and community support programs.
- Accessibility of public spaces and infrastructure.
- Feelings of safety and community belonging.

### Areas of Concern

At the start of each section of the Age-friendly Peterborough survey respondents were asked about their level of concern with each planning theme area.

Over 50% of all survey respondents reported some level of concern (responding that they were either ‘very’ or ‘a bit’ concerned) in the following four theme areas:

- Community Support and Health Service; 36.6% ‘very’ concerned, 39.4% ‘a bit’ concerned
- Transportation; 27.8% ‘very’ concerned, 32.1% ‘a bit’ concerned
- Respect and Social Inclusion; 21.5% ‘very’ concerned, 34.7% ‘a bit’ concerned
- Housing; 21.4% ‘very’ concerned, 32.3% ‘a bit’ concerned

Participants from the City of Peterborough reported higher levels of concern in all eight theme areas as compared to participants from the County of Peterborough.

## 5. Theme Area Findings

### Transportation

Transportation was consistently identified as an area of concern in survey responses and focus group discussions. The ability to get around the community to access services and participate in social events was recognized by participants as an important feature of an age-friendly community.

#### Promoting Active Transportation

Though nearly all survey respondents (89%) indicated that they drive as a means of transportation, comments from participants indicate support for active transportation (e.g. bicycling, walking) infrastructure and program improvements. Many participants linked their support to the promotion of healthy aging.

“I want to remain as physically active as I can. Active commuting/transportation is an excellent way to do this. Make it a priority.”

(Survey Respondent, City of Peterborough)

#### Rural Transportation Options

County participants also emphasized the need for other, motorized, transportation options to travel both within the County and to destinations in the City of Peterborough. In responding to what qualities of public transportation they would like to see improved, 73% of County respondents identified ‘availability of service’ as one of the top three qualities of public transit they’d like to see improved.

Survey comments and focus group discussions also highlighted the possibility of using non-traditional service delivery models to provide affordable transportation options for County residents. These included the use of public/non-profit partnerships, or private drive share programs.

“There is no public transportation in Bridgenorth that I am aware of, so if I am unable to drive due to age I would have to sell my home and move.”

(Survey Respondent, Selwyn Township)

Some County participants linked their ability to age-in-place in their community of choice with the availability of transportation options.

#### Peterborough Transit Service

City participants focused on improvements to existing Peterborough Transit services in their feedback. While bus drivers and transit staff were often described as being helpful and courteous to users, the overall functioning of the service was often critiqued in survey responses and focus group discussions. Among the most pressing concerns were the frequency of bus service, the routing of buses through the main terminal, and the condition and maintenance of transit stops. Some complaints were also received about the local handi-van service, including difficulties faced by users because of advance booking requirements and lengthy pick-up scheduling windows.



## Snow Removal

Snow removal and winter maintenance of roads and sidewalks was identified as an issue for many survey respondents and focus group participants, particularly those in the City of Peterborough. Nearly 46% of City survey respondents identified snow removal as one of the top three qualities of roads they'd most like to see improved, and over 65% of these respondents identified it as one of three qualities they'd like to see improved for sidewalks and trails.

“Inadequate snow removal - sidewalks and streets - seniors won't venture out.”

(Service Provider Focus Group, Transportation)

Participants further noted that inadequate snow removal poses safety concerns and can lead to social isolation.

## Maintenance of Transportation Infrastructure

The 'condition and repair' of transportation infrastructure (roads, sidewalks, trails) was also identified as a high priority for improvement by all survey respondents. Nearly 79% of survey respondents selected 'condition and repair' as one of the three qualities of roads they'd most like to see improved. 57% of survey participants also identified 'condition and repair' as one of three qualities of sidewalks and trails they'd most like to see improved.

# Housing

## Housing Affordability

Issues of affordability (home prices, rents, taxes, and utility costs) were cited among the most important factors influencing participants' housing decisions.

Nearly 55% of survey respondents selected 'affordability of home prices/rents' as one of the three most important factors for them when thinking about housing in their older years. Additionally, 44% of survey respondents identified 'affordability of property taxes' as one of the three most important factors in response to this question.

“Housing for seniors in Peterborough is very limited to the people who have a higher income bracket.”

(Survey Respondent, City of Peterborough)

Affordability also emerged as a theme in survey comments and focus group discussions, with many participants describing a lack of housing choices for those with more limited budgets.

## Housing Options and Availability

Many participants indicated a desire to see more variety of housing options available in the region, including co-housing models. Survey and focus group comments suggest that residents see a lack of housing options for older adults in the region as a concern. While 34% of survey respondents

identified a ‘house’ as their desired form of housing in their older years, nearly 36% identified either condominiums or apartments as their top housing choice for later in life.

The availability of assisted and supportive living options, including transitional housing and long-term care beds, was also identified as a significant issue in survey responses and focus group discussions. Of particular concern within these discussions was the impact that a shortage of these facilities will have on people’s ability to remain in their community of choice, and the social dislocation that may result from a move later in life.

“Although our next step in accommodation would be a retirement home it is entirely possible that there would eventually be a need for a long term care facility. This is not available in HBM and there is already a significant need for such a facility.”

(Survey Respondent, Havelock-Belmont -Methuen)

### Affordability of Home Support Services

The desire to remain at home in later years was heard from many focus group participants and survey respondents. Over 57% of survey respondents stated that they either didn’t know or had no plans to move in their later years.

Focus group discussions often linked the ability to stay at home with the availability and affordability of home support services.

**What supports do you think you will need to live safely at home in your older years? (Top three choices in order)**

| City Participants       | County Participants     |
|-------------------------|-------------------------|
| Cleaning services       | Transportation services |
| Yard maintenance        | Yard maintenance        |
| Transportation services | Cleaning services       |

Significantly, approximately 58% of all survey respondents stated that they were concerned about their ability to afford necessary home support services later in life.

## Outdoor Spaces and Buildings

### Extent and Quality of Parks and Greenspaces

Overall, participants reported high levels of satisfaction with public parks and greenspace in the Peterborough region. Parks and greenspace were often cited in focus group discussions about what is working well in the Peterborough region and over 46% of survey respondents indicated that they were either ‘satisfied’ or ‘very satisfied’ with the accessibility of public parks and greenspace.

Comments received from survey respondents and focus group participants demonstrate that while many people are satisfied with the availability of parks and greenspaces, there is considerably less satisfaction with the availability and diversity of park amenities. The top three features of public parks and greenspaces that survey participants indicated they would like to see improved were washrooms, seating areas, and pathways.

### Accessibility of Stores and Public Buildings

Survey and focus group participants noted concerns over the accessibility of some buildings, particularly stores and public service buildings. Parking, washrooms and entrances were identified as the three features of buildings that survey participants would most like to see improved.

Comments received indicate that some participants have had difficulty accessing stores and services in their communities because of a lack of accessible features.

“When I had to push my husband in his wheelchair it was very difficult to get into some stores downtown.”

(Survey Respondent, City of Peterborough)

### Availability of Parking and Accessible Parking Spaces

Survey and focus group participants identified parking, particularly accessible parking, as a desired improvement for downtown areas and buildings. Approximately 51% of survey respondents identified parking as one of three qualities of commercial downtown areas they would like to see improved. A further 59% of survey respondents identified parking as one of three qualities of buildings they would most like to see improved.

Focus group discussions often emphasized the need for additional accessible parking downtown and at service buildings. Design and ease of use of accessible parking spaces was also a concern noted in some focus group discussions. One suggestion for improving parking for seniors was to establish seniors’ designated parking spaces close to building entrances or curb cuts.

The cost of parking at the Peterborough Regional Health Centre was also highlighted as a concern for focus group participants.

### Perceived Safety

Public safety and policing was the second most cited negative theme area in focus group discussions. Participants emphasized the need for a better sense of safety downtown, in parks and on trails. Suggestions for improvement in this area emphasized community policing practices and neighborhood watch-type programs.

## Community Support and Health Services

### Availability of Community Support Services

Overall, consultation participants appear to be somewhat satisfied with the availability of community support programs where they live. A slightly higher proportion of survey respondents indicated some level of satisfaction with the availability of community support programs as compared to those who indicated some level of dissatisfaction (32% ‘satisfied’ or ‘very satisfied’, vs. 22% ‘unsatisfied’ or ‘very unsatisfied’).

Survey comments and focus group discussions suggest that participants are relatively happy with the community support services provided by organizations such as Community Care Peterborough and V.O.N.

“We are lucky to have Community Care in our township. Without them, a lot of people would not be able to live here”

(Survey Respondent, Asphodel-Norwood)

While at a broad stroke community support services were identified as satisfactory to many, concerns persist about the availability of in-home care supports. Of particular concern in this area is the availability of timely and appropriate in-home respite care.

### Rural Service Access

Participants from the County of Peterborough expressed concern over local access to health services. Some suggestions received from focus group participants to improve rural service access included co-locating services in a ‘hub’ delivery setting and providing mobile health services where and when appropriate.

“Everything is in Peterborough; there is not much in the townships.”

(Focus Group Participant, Asphodel-Norwood)

### Access to Health Clinics and Family Physicians

Participants identified the availability of local health care clinics in Peterborough County as a significant asset. The Buckhorn Health Centre, Morton Health Clinic, and Curve Lake Health Centre were all identified as working well in focus group discussions.

Though the distribution of primary care clinics across the region was seen as an asset to the community, the availability of walk-in services was identified as one area for improvement. City participants, in particular, identified the need for additional walk-in clinics in the community. First Nations participants in the City of Peterborough further identified the need for an aboriginal-centered health care clinic to serve First Nations clients living off-reserve.

“We would have our own health centre, so we don't have to deal with the barriers. It would be centrally located and be modelled off of Anishnawbe Health Toronto.”

(Focus Group Participant, ‘Vision’, Nijkiwendidaa)

### Improved Service Coordination

Though survey responses to questions about communication between service providers were mixed, coordination and communication between service providers did emerge as an area of concern in focus group discussions.

Participants described difficulties identifying where to access services and

“Communication is a huge problem. Whether it's lost referrals or general bookings for clinics it seems like you are constantly chasing all services”.

(Survey Respondent, City of Peterborough)

difficulties getting information relayed between service providers.

Providing supports for system navigation and the use of electronic health record systems were identified as a possible ways to improve service coordination for all patients in Peterborough City and County.

## Civic Participation and Employment

### **Bias against Older Workers**

Survey and focus group participants identified a number of barriers to older workers' employment. Based on survey responses the top three cited barriers to older adults attaining paid work in the Peterborough region were:

- Workplaces are not open to hiring older adults
- Lack of suitable opportunities
- Lack of awareness about opportunities

Focus group participants also identified concerns about perceived bias against older workers, and described apparent tensions between generations in the workplace.

### **Strong Volunteer Sector**

Survey comments and focus group discussions indicate that residents see the local volunteer sector as quite strong. Nearly 69% of survey respondents indicated that they participate in volunteer activities, and nearly 48% indicated they were not looking for volunteer opportunities because they 'do enough already'.

Comments from surveys and focus group participants spoke to the sense of a strong culture of volunteering in the community with many, varied, volunteer opportunities available. A number of local volunteer-run programs and committees were also singled out as making positive contributions to the community, including breakfast programs, library volunteers, beautification committees and church groups.

“The climate of volunteerism is strong.”  
(Survey Respondent, City of Peterborough)

While overall responses indicate the presence of a strong local volunteer sector some participants warned of the need to change and adapt volunteer programming to meet the needs of younger seniors and a new generation of volunteers.

### **Advertising and Promotion of Volunteer Opportunities**

Advertising and promotion of volunteer opportunities were consistently identified as key barriers to older adults' participation in volunteer activities. 67% of survey respondents identified a 'lack of awareness about opportunities' as a barrier to older adults' participation in volunteer work.

Survey and focus group comments identified the need for better advertising of volunteer opportunities in the community. Some focus group participants suggested advertising volunteer opportunities in the local paper, on local TV stations, and on bulletin boards.

## Communication and Information

### Reliance on Electronic Communications

For many older adult participants the reliance on electronic communications (e.g. websites and email) created a barrier for them to access news and information. While the majority of survey respondents reported being ‘very comfortable’ with the use of computers and the internet, survey respondents over the age of 75 reported lower levels of comfort with these communication tools.

“Inconsistent internet and cellphone signal coverage.”

(Focus Group Participant, North Kawartha)

Focus group participants also identified inconsistency of internet and cellphone coverage as a barrier to information access in some locations in the County of Peterborough.

### Difficulty Accessing Health and Social Service Information

Based on survey responses, access to business and local government information does not appear to be a concern for many residents, with over 50% of respondents indicating that they either do not, or do not usually have difficulty accessing information from local businesses or their local municipality.

“There could be more information circulating in the community about the services and programs available.”

(Focus Group Participant, Selwyn Township)

Focus group participants, however, often identified difficulty accessing information from health and social service providers.

One suggestion that was made to improve access to information, including information from health and social service providers, was to establish a central access point for information relevant to seniors.

### Local Media Coverage and Reporting

The presence of local media outlets, particularly local newspapers, was discussed often in focus group sessions. For many participants the availability of local media reporting was seen as an asset to the community. Over 50% of survey respondents (54.6%) stated that they use local newspapers to access information about community events and news. Many participants were also satisfied with the free delivery of newspapers to some households.

Though the overall availability of these news outlets was discussed in a positive light, the timeliness of information was singled out as an issue to be addressed. Many survey and focus group comments described frustration faced by residents in hearing about local events after they have already occurred.

“Newspaper reports after the event happens. Not much advertising about the event.”

(Survey Respondent, City of Peterborough)

## Social Participation

### Social Infrastructure in the Community

Community (activity) centres were identified as one of the three most important kinds of facilities to promote social participation of older adults by 79% of survey respondents. The presence of these facilities across the region was identified as an asset by many participants.

Libraries were also identified as one of the most important kinds of social facilities by 50% of survey respondents. Over 58% of survey participants also indicated that they were either ‘satisfied’ or ‘very satisfied’ with the library facilities where they live.

“Woodview has a small community centre where one plays cards or can do line dancing.”

(Focus Group participant, North Kawartha)

Survey comments and focus group discussions show some variation in the level of satisfaction with libraries across Peterborough County, with some township residents describing high levels of satisfaction with their facilities while others felt underserved by their facilities.

### Social Isolation

Social isolation emerged as a key area of concern for both survey respondents and focus group participants. Participants identified people living alone, those with chronic health issues, limited incomes, or without access to a vehicle as particularly at risk of becoming isolated. Some younger participants described their fear of becoming isolated in their later years.

Suggestions were made to develop programs which could identify those at risk of becoming isolated (due to loss of licence, health deterioration, or loss of spouse/family) and provide direct support through at home visiting and community outreach.

“Some seniors are very isolated and lonely and would benefit from local activities that encourage positive conversation.”

(Focus Group Participant, Selwyn Township)

### Expanding Programs and Services

Overall those who participated in our consultation activities appear satisfied with the social programs and services available in the Peterborough region. Many described the benefits they enjoy from participating in any number of seniors’ groups and clubs present throughout the region.

Though the availability of social clubs, community dinners, and other similar programs was identified as an asset in the community some specific gaps in programming were identified. Over 50% of survey respondents identified a desire to see continuing education courses and walking clubs in their community (55% and 53% respectively).

The use of school facilities for seniors' based programs was also mentioned on multiple occasions in focus group discussions.

### **Affordability**

With only 16% of respondents identifying that they were either 'unsatisfied' or 'very unsatisfied' with the affordability of social activities, affordability in this sector did not clearly emerge as an area of concern for survey respondents.

"I feel the gym/wellness center charges are too high and therefore do not go to those places."

(Survey Participant, City of Peterborough)

Comments on surveys and in focus group discussions, however, did identify concerns about the affordability of some specific programming, particularly recreation programs and gyms memberships.

## **Respect and Social Inclusion**

### **Mixed Attitudes towards Older Adults**

Survey responses indicated quite a high rate of satisfaction with attitudes towards older adults, with over 66% of survey respondents responding that they either 'agreed' or 'strongly agreed' that older adults are valued members of their community.

"Peterborough feels very geared towards older adults and seniors - and not for young adults."

(Survey Participant, City of Peterborough)

Comments on surveys and in focus groups describe more mixed attitudes towards older adults in the community. Some respondents described tensions they felt between generations, while others reflected negatively on what they perceived as a focus on serving older adults within the local service culture.

### **Customer Service Training**

Customer service, and the treatment of older adults by service staff was an area of concern for some. Though 59% of survey participants either 'agreed' or 'strongly agreed' that customer service staff treat older adults with respect, comments from participants indicated some dissatisfaction in this area. Of particular concern was the treatment of

"Education on how to serve people of all abilities is needed, i.e. speak directly to someone who is hard of hearing and don't assume they can't lip-read."

(Focus Group Participant, Council for Persons with Disabilities)



people with hearing loss, cognitive impairments, or mobility challenges.

### Intergenerational Programming

Inclusion across age and ability was a consistent theme in survey comments and focus group discussions. Some participants described the benefits of existing programs (e.g. senior-led breakfast programs in schools) while others spoke about their desire for additional opportunities to bring members of different generations together in social programs. Participants singled out housing facilities and schools as possible partners in the creation of new intergenerational programs.

“There are not too many intergenerational activities, it would be nice to have more in school programs where older adults could provide history lessons or share stories.”

(Focus Group Participant, Caregiver Interviews)

## 6. Local Highlights

The highlights below represent feedback provided by survey respondents and focus group participants filtered for each local township in the County of Peterborough and the Curve Lake First Nation. Variations from general County trends are identified along with any specific feedback provided by participants. Due to the small sample size of some townships, exact figures (counts and percentages) are not included.

### Asphodel-Norwood

- Overall, participants from Asphodel-Norwood reported being satisfied with transportation infrastructure, including roads, sidewalks, and trails.
- Lighting in commercial downtown areas and public parks was identified as a desired area for improvement by residents.
- Overall satisfaction with the availability of community support programs was high, with specific mention made of the positive impacts of the local Community Care Peterborough office.
- The need for walk-in medical services and additional family physicians or registered nurses was highlighted in focus group discussions.
- Focus group participants made specific mention of the desire for a therapy pool for seniors, which could also serve surrounding areas both within Peterborough County and surrounding Counties.

### Cavan Monaghan

- The need for better transportation linkages was highlighted by participants from Cavan Monaghan, with specific reference made to travel to and from the local GO bus stop.
- Survey respondents identified ‘gathering spaces’ as one of the three top improvements they’d like to see made to the commercial downtown area in Cavan Monaghan.
- More participants reported feeling that housing in the area is affordable to them.

- Availability of condominium style housing for seniors was identified as an area for improvement.
- Overall satisfaction with local health and community services was high, with participants expressing that there have been improvements in the area.
- Access to specialized health services and testing (e.g. blood clinics) was identified as an issue.

## Curve Lake First Nation

- More participants reported walking as one the forms of transportation they use to get around.
- Lighting of roads and sidewalks was identified as a desired area for improvement.
- Overall, participants reported lower levels of concern about housing in their older years; however, specific mention was made of the need for more dedicated seniors housing for those unable to live on their own and without family.
- Availability of seating areas, services and businesses were identified as areas for improvement for the commercial downtown area.
- Outside of medical services provided on reserve, participants described negative experiences accessing health services at the hospital and in primary care clinics.
- A suggestion was made to create an Aboriginal Liaison position at the Peterborough Regional Health Centre to support cultural sensitivity training and awareness amongst staff.
- The V.O.N day program on reserve was identified as an important community asset; however, the need for additional programming space was noted.
- Participants identified the need for additional cultural programming space in the City of Peterborough.

## Douro-Dummer

- Recreation equipment in parks was identified as one of three areas for improvement by survey respondents.
- Availability of seating areas, services and businesses were identified as two of the three areas for improvement in the commercial downtown areas.
- More respondents identified pool facilities as an important social/recreation facility to promote social participation amongst older adults.
- Overall, participants expressed lower levels of satisfaction with recreational and cultural facilities in the municipality.
- More emphasis was placed on expanding the availability of walking clubs, with a desire to see more local walking/cycling trails available in the municipality.
- Overall, higher levels of satisfaction with opportunities for social participation were noted, with some concern over affordability.

## Havelock-Belmont-Methuen

- Survey participants from Havelock-Belmont-Methuen rated snow removal higher as an area for improvement than other local township respondents.

- Overall, participants reported lower levels of satisfaction with trails and sidewalks.
- More survey respondents from Havelock-Belmont-Methuen reported wanting to live in a long-term care facility or retirement home.
- More concerns were noted over housing affordability and availability.
- Specific mention was made of the need for a new long-term care facility and/or retirement home in the municipality so that residents can stay near friends and family.
- More emphasis was placed on the availability of community meals and walking clubs.
- Specific mention was made of the need for additional support for the existing seniors' club.

## North Kawartha

- Condition, lighting and availability of sidewalks and trails were rated highly as an area for improvement.
- Availability of seating areas, services and businesses were identified as areas for improvement for commercial downtown areas.
- Fewer participants reported experiencing difficulty accessing information from the township and local businesses.
- Overall, participants reported higher levels of satisfaction with libraries and recreation facilities.
- Specific mention was made of the need for a therapeutic pool for older adults.
- Participants reported feeling that older adults are included in decision-making and respected in the community.
- Participants reported a desire to see additional housing options in the municipality, particularly affordable seniors' apartments.

## Otonabee-South Monaghan

- Signage of roads was rated highly as an area for improvement by residents.
- Overall, participants expressed lower levels of satisfaction with the accessibility of outdoor spaces.
- Overall, participants reported lower levels of satisfaction with recreation facilities.
- Participants expressed satisfaction with the availability of social programs through churches and at community centres.
- Specific mention was made of the need for improved taxi service and/or the expansion of volunteer driving services.
- The local food movement was identified as an asset to the community.

## Selwyn

- Lower rates of people reporting difficulty accessing information from local municipality.
- Pool facilities identified as one of the more important social/recreation facilities for older adults.
- Desire for public transportation options linking Young's Point, Selwyn, Bridgenorth, City of Peterborough.

- Desire for additional, affordable, seniors-focused apartment buildings, condominiums, and assisted living facilities.

## Trent Lakes

- Participants reported a desire for more sidewalks, cycling routes, and walking trails, particularly in village of Buckhorn.
- The diversity of housing options was identified as an area for improvement with residents expressing a desire to see affordable apartment/condominium style living and communal housing options in settlement areas.
- Participants reported higher rates of volunteerism, and a desire to see more volunteer opportunities in the community.
- More participants reported feeling well informed about community events.
- Overall, participants reported higher levels of satisfaction with recreation facilities.
- Buckhorn community centre singled out as an important asset to the community.
- Participants expressed a strong sense of community cohesion and neighbourliness.

## 7. Next Steps

The information collected from public stakeholders will be brought together with local policy and service availability studies to inform the development of the Age-friendly Peterborough Baseline Assessment. The Baseline Assessment will identify areas of strength and areas for improvement across all eight planning themes and in each local area covered by the Plan.

Based on this assessment, the Age-friendly Peterborough Plan will identify where and how the Peterborough region can become more Age-friendly. The goal of the Plan is to promote healthy and active aging across the region, ensuring every citizen has the opportunity to live a high quality of life regardless of age or ability.

The Peterborough Council on Aging looks forward to working with community partners to shape and implement the strategies of the Age-friendly Plan. Together we will work to make Peterborough an inclusive and welcoming community for people of all ages.



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**Minutes  
The Township of Cavan Monaghan  
Regular Council Meeting**

**Monday, February 1, 2016  
11:00 a.m.  
Council Chambers**

Those members in attendance were:

|         |  |  |
|---------|--|--|
| Council | Scott McFadden<br>John Fallis<br>Tim Belch<br>Ryan Huntley<br>Jordan Landry  | Mayor<br>Deputy Mayor<br>Councillor<br>Councillor<br>Councillor  |
| Staff   | Yvette Hurley<br>Elana Arthurs<br>Cindy Page<br>Kimberley Pope<br>Wayne Hancock<br>Karen Ellis<br>Brigid Ayotte<br>Bill Balfour<br>Gerry Barker<br>Kyle Phillips | CAO<br>Clerk<br>Deputy Clerk<br>Director of Finance/Treasurer<br>Director of Public Works<br>Director of Planning<br>Economic Development Coordinator<br>Fire Chief<br>Manager of Parks & Facilities<br>Chief Building Official/<br>By-law Enforcement Officer |

**1. Open Session**

**2. Call to Order**

Mayor McFadden called the Regular Council meeting to order at 11:03 a.m.

**3. Approval of the Agenda**

R/01/02/16/01

Moved by: Belch

Seconded by: Fallis

That the agenda for the Regular Council meeting of February 1, 2016 be approved as presented.

**Carried**

**4. Disclosure of Pecuniary Interest and the General Nature Thereof**

There were no pecuniary interests noted.

**5. Closed Session**

**5.1 Resolution to move into Closed Session**

R/01/02/16/02

Moved by: Fallis

Seconded by: Landry

That the Council for the Township of Cavan Monaghan move into Closed Session under Section 239(2) of the Municipal Act (2001), as amended, to consider:

a proposed or pending acquisition or disposition of land by the municipality or local board; and

advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

**Carried**

Mayor McFadden called for a recess of the Regular Council meeting until 1:00 p.m.

**6. Report from Closed Session**

There was no report from Closed Session.

**7. Delegations**

There were no Delegations.

**8. Minutes**

**8.1 Minutes of the Regular Meeting held January 18, 2016**

R/01/02/16/03

Moved by: Huntley

Seconded by: Belch

That Council approve the minutes of the Regular Council meeting held January 18, 2016 as presented.

**Carried**

**9. Minutes from Committees and Boards**

**9.1 Cavan Monaghan Public Library Board minutes of December 16, 2015**

R/01/02/16/04

Moved by: Belch

Seconded by: Landry

That Council receive the minutes of the Cavan Monaghan Public Library Board of the meeting held December 16, 2015.

**Carried**

**9.2 Downtown Millbrook Revitalization Advisory Committee minutes of January 20, 2016**

R/01/02/16/05

Moved by: Huntley

Seconded by: Fallis

That Council adopt the minutes of the Downtown Millbrook Revitalization Advisory Committee meeting held January 20, 2016 as presented.

**Carried**

**10. Reports**

**10.1 Report - Planning-2016-05 Howden Re-Zoning Application**

R/01/02/16/06

Moved by: Fallis

Seconded by: Belch

That By-law No. 2016-01 be approved.

**Carried**

**10.2 Report - Planning-2016-06 Cycle Salvage Re-Zoning Application**

R/01/02/16/07

Moved by: Fallis

Seconded by: Landry

That By-law No. 2016-02 be approved.

**Carried**

Mayor McFadden declared a pecuniary interest on item **10.3 Report - ECD-2016-01 Community Grants 2016.**

Deputy Mayor Fallis declared a pecuniary interest on item **10.3 Report - ECD-2016-01 Community Grants 2016.**



Mayor McFadden and Deputy Mayor Fallis left the meeting. (1:06 p.m.)

Councillor Belch assumed the Chair.

### **10.3 Report - ECD-2016-01 Community Grants 2016**

R/01/02/16/08

Moved by: Huntley

Seconded by: Landry

That Council receive the proposed 2016 Community Grant budget of \$58,812 for consideration as part of the 2016 budget process.

**Carried**

Mayor McFadden and Deputy Mayor Fallis returned to the meeting. (1:09 p.m.)

Mayor McFadden assumed the Chair.

### **10.4 Report - ECD-2016-02 Electric Vehicle Charging Stations**

R/01/02/16/09

Moved by: Huntley

Seconded by: Fallis

That Council receive the report on Electric Vehicle Charging Stations; and That Council direct staff to submit an application for 100% funding for one Level 2 Electric Vehicle Charging Station through the Electric Vehicle Chargers Ontario grant program; and

That Council authorizes staff to work with the BIA Executive Committee and the Downtown Millbrook Revitalization Advisory Committee to determine the best location for one station in Downtown Millbrook.

**Amended**

R/01/02/16/10

Moved by: Landry

Seconded by: Huntley

That the following amendment be added to the original motion:

That Staff investigate Maple Leaf Park as another location option for an Electric Vehicle Charging Station.

**Carried**

R/01/02/16/11

Moved by: Huntley

Seconded by: Fallis

That Council receive the report on Electric Vehicle Charging Stations; and That Council direct staff to submit an application for 100% funding for one

Level 2 Electric Vehicle Charging Station through the Electric Vehicle Chargers Ontario grant program; and  
That Council authorizes staff to work with the BIA Executive Committee and the Downtown Millbrook Revitalization Advisory Committee to determine the best location for one station in Downtown Millbrook; and  
That Staff investigate Maple Leaf Park as another location option for an Electric Vehicle Charging Station.

**Carried**

#### **10.5 Council/Committee Verbal Reports**

Councillor Huntley spoke to the Downtown Millbrook Revitalization Advisory Committee and the discussion around budget items. He noted the Otonabee Region Conservation Authority recognized the Millbrook Valley Trails Advisory Committee during their Annual General Meeting.

Deputy Mayor Fallis spoke to his attendance at the Board of Health meeting and the changes that have occurred in the enrollment process for the Healthy Smiles program.

R/01/02/16/12

Moved by: Fallis

Seconded by: Belch

That Council receive the Council/Committee verbal reports for information.

**Carried**

#### **11. General Business**

There was no General Business.

#### **12. Correspondence for Information**

#### **13. Correspondence for Action**

##### **13.1 Resolution Requesting that Ontario Cancel RFP for Added Wind Power Generation**

R/01/02/16/13

Moved by: Fallis

Seconded by: Belch

That Council support the resolution requesting that Ontario Cancel RFP for Added Wind Power Generation.

**Carried**

##### **13.2 AMO Communication - Ontario's Consultation on Primary, Home, and Community Health Care**

R/01/02/16/14

Moved by: Fallis

Seconded by: Belch

Whereas the Ministry of Health's consultation process solicits input from Ontarians, on the Patients First document; and

Whereas municipalities will be effected by the decisions related to Patients First; and

Whereas Michael Jacek, Senior Advisor at AMO, has requested that we inform him of our input;

Be it resolved that Council directs Staff to draft a letter to Mr. Jacek asking to be kept informed of this situation and expressing concerns such as:

1. The questions accompanying the document allow no comment as to our experiences with the LHINs up to the current date. If Councillors have been hearing concerns from our residents, those problems should be addressed prior to giving further responsibilities to the LHINs. We have certainly heard complaints regarding lack of long term care spaces.
2. The Province has only recently received the 2015 Auditor General's Report, which included comments regarding LHINs. A number of problems were identified as well as recommendations to address the problems. Until the problems are resolved, it seems unwise to add further responsibilities to the mix.
3. One of the issues raised in the Auditor General's Report, had to do with a problem similar to a problem experienced by Councillors who serve on Boards of Health.

#### **4.5.2 Ministry Finalizes Annual Funding Late in the Year and Health Service Providers Receive Funding Late from LHINs**

Health service providers need to know how much funding is available to them in order to effectively plan health services for the year and ensure they do not run deficits. However, LHINs do not confirm their final funding until well into the fiscal year.

With the exception of funding for reforms of hospitals and CCACs, health service providers are generally funded based on the amount they received the year before. But annual funding is subject to changes depending on the Ministry's and LHIN's funding decisions during the year. In the two years leading up to March 31, 2015, the Ministry finalized funding to the four LHINs we visited well into the fiscal year. These delays resulted in these LHINs not informing the health service providers about their funding decisions until six months before the fiscal year end that first year and three months before the fiscal year end the second year. At all four LHINs we visited, health service providers were notified of

funding changes as late as the last month of the fiscal year in the year ending March 31, 2015. These delays made it difficult for health service providers to provide the intended services for the period, and to meet their service volume target. As a result, some service providers had to return the money to the LHINs. The LHINs, in turn, needed to reallocate the surpluses to other providers, and returned the residual amount to the Ministry, defeating the purpose of providing funding to those health service providers in the first place.

#### **RECOMMENDATION 17**

To ensure health service providers can properly plan to meet patient-care needs, the Ministry of Health and Long-Term Care, in conjunction with the Local Health Integration Networks, should finalize the annual funding each health service provider will receive before the fiscal year begins or as early in the current fiscal year as possible.

Those of us who have experience with this late funding, know it leads to uncertainty as to whether programs will be approved to be completed within the current year, until it may be too late. It must be demonstrated how directing the Health Unit budgeting processes through one more process could improve service delivery. The system of having Health Units deal directly with the Province has been straight forward though slow until now.

4. Before downloading responsibility for Primary Care to the LHINs, the Province should demonstrate how this would improve upon the current system.
5. The Province should provide evidence of a cost benefit analysis of the first transfer of responsibilities to LHINs, and the current proposed transfer of responsibilities. Proposed changes should not happen until such an analysis is completed, peer reviewed and it predicts improved efficiency of services and costs.
6. If the Province does not complete such an analysis, AMO should investigate the cost of such an analysis and make municipalities aware of what it would cost on a per person basis for municipalities to fund the study.
7. Since the inception of the LHINs, some improvements have been made in shortening some hospital wait lists. In our County, increased home care has not made up for lack of long term care for those who cannot stay at home. Long travel distances in rural areas make home care less efficient than in areas where drive times are short between homes. The changes have not been successful in dealing with pressures and costs related to funding formulas in Long term care.
8. From a municipal standpoint, improving accountability with for example, Accountability Framework Agreements, is not an

improvement if the Province fails to adequately fund health care to ensure the level of service dictated.

Furthermore a letter similar to this resolution be drafted and sent to the Minister of Health and our MPP, and circulated to other municipalities and ask that comment be provided directly to Michael Jacek, Senior Advisor at AMO and copy the Township of Cavan Monaghan Council.

**Carried**

**14. By-laws**

**14.1 By-law No. 2016-01 being a by-law to amend By-law No. 2004-62, as amended, otherwise known as "The Township of Cavan-Millbrook-North Monaghan Zoning By-law"**

**14.2 By-law No. 2016-02 being a by-law to amend By-law No. 2004-62, as amended, otherwise known as "The Township of Cavan-Millbrook-North Monaghan Zoning By-law"**

R/01/02/16/15

Moved by: Belch

Seconded by: Fallis

That By-law No. 2016-01 being a by-law to amend By-law No. 2004-62, as amended, otherwise known as "The Township of Cavan-Millbrook-North Monaghan Zoning By-law" and that By-law No. 2016-02 being a by-law to amend By-law No. 2004-62, as amended, otherwise known as "The Township of Cavan-Millbrook-North Monaghan Zoning By-law" be read a first, second and third time and passed this 1<sup>st</sup> day of February, 2016 signed by the Mayor and Clerk and the Corporate Seal attached.

**Carried**

**15. Unfinished Business**

There was no Unfinished Business.

**16. Notice of Motion**

There were no Notices of Motion.

R/01/02/16/16

Moved by: Fallis

Seconded by: Belch

That Council approve an addition to the agenda being **16A. Resume Closed Session.**

**Carried**

**16A. Resume Closed Session**

R/01/02/16/17

Moved by: Landry

Seconded by: Fallis

That the Council for the Township of Cavan Monaghan move into Closed Session under Section 239(2) of the Municipal Act (2001), as amended, to consider:

a proposed or pending acquisition or disposition of land by the municipality or local board; and

advice that is subject to solicitor-client privilege, including communications necessary for that purpose. (1:35 p.m.)

**Carried**

**17. Confirming By-law**

**17.1 By-law No. 2016-10 being a by-law to confirm the proceedings of the meeting held February 1, 2016**

R/01/02/16/18

Moved by: Belch

Seconded by: Huntley

That By-law No. 2016-10 being a by-law to confirm the proceedings of the meeting held February 1, 2016 be read a first, second and third time and passed this 1<sup>st</sup> day of February, 2016 signed by the Mayor and Clerk and the Corporate Seal attached.

**Carried**

**18. Adjournment**

R/01/02/16/19

Moved by: Belch

Seconded by: Landry

That the Regular Council Meeting of the Township of Cavan Monaghan adjourn. (3:25 p.m.)

**Carried**

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Scott McFadden  
Mayor

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Elana Arthurs

Clerk



**Minutes  
The Township of Cavan Monaghan  
Special Council Meeting**

**Monday, February 1, 2016  
7:00 p.m.  
Council Chambers**

Those members in attendance were:

|         |                |  |
|---------|----------------|--|
| Council | Scott McFadden | Mayor  |
|         | John Fallis    | Deputy Mayor   |
|         | Tim Belch      | Councillor   |
|         | Ryan Huntley   | Councillor   |
|         | Jordan Landry  | Councillor   |
| Staff   | Yvette Hurley  | CAO  |
|         | Elana Arthurs  | Clerk  |
|         | Kimberley Pope | Director of Finance/Treasurer                          |
|         | Jenna Clark    | Deputy Treasurer                                       |
|         | Wayne Hancock  | Director of Public Works                               |
|         | Kyle Phillips  | Chief Building Official/<br>By-law Enforcement Officer |
|         | Karen Ellis    | Director of Planning                                   |
|         | Bill Balfour   | Fire Chief   |
|         | Gerry Barker   | Manager of Parks & Facilities                          |

- 1. Open Session**
- 2. Call to Order**

Mayor McFadden called the Special Council meeting to order at 7:02 p.m.

- 3. Approval of the Agenda**

SC/01/02/16/01

Moved by: Fallis

Seconded by: Belch

That Council approve the February 1, 2016 Special Council meeting agenda as presented.

**Carried**



**4. Disclosure of Pecuniary Interest and the General Nature Thereof**

There were no pecuniary interests noted.

**5. Closed Session**

There was no Closed Session.

**6. Minutes of the Special Council Meeting held January 21, 2016**

SC/01/02/16/02

Moved by: Landry

Seconded by: Fallis

That Council approve the minutes of the Special Council meeting held January 21, 2016 as presented.

**Carried**

**7. Report - Finance-2016-02 2nd Draft 2016 Budget Presentation-Revised**

Ms. Pope reviewed Report - Finance-2016-02 2nd Draft 2016 Budget Presentation – Revised, outlining the changes from the previous budget meeting. She provided an overview of the allocation of funds for 2016 and the need for a 7.22% municipal tax rate increase as a result of the motions adopted by Council at the January 21, 2016 Special Council meeting for additional capital items.

The following members of the public provided comments on the 2<sup>nd</sup> Draft of the 2016 Budget:

Rick Walkowicz      1580 Vista Crescent

Gerry Byrnes        957 Stewart Line

Rod Dew              927 Hutchinson Dr.

Al Steel                1622 Tapley 1/4 Line

Nels Edgerton        1620 Mount Pleasant Road

Council discussed the opportunities that might be available to fund portions of the 2016 Budget through reserve funds and asked for clarification on what funds would be available.

Ms. Pope identified a list of reserves that had funds available including the Lottery Reserve.

Council discussed the impact of using funds from the Lottery Reserve to offset the 2016 Residential Tax Rate increase.

SC/01/02/16/03

Moved by: Belch

Seconded by: Huntley

That Council approve a transfer of \$260,000 from the Lottery Reserve to fund the capital costs in Downtown Millbrook specifically the King Street Enhancements at a cost of \$145,000, and the Decorative Lighting at a cost of \$115,000.

**Carried**

SC/01/02/16/04

Moved by: Fallis

Seconded by: Belch

That Council receives the revised 2nd Draft 2016 Budget Presentation for discussion and public comment.

**Carried**

SC/01/02/16/05

Moved by: Belch

Seconded by: Huntley

That Council accepts a 3.32% Municipal Residential Tax Rate increase for the final budget presentation.

**Carried**

## **8. Confirming By-law**

### **8.1 By-law No. 2016-11 being a by-law to confirm the proceedings of the Special Council Meeting held February 1, 2016**

SC/01/02/16/06

Moved by: Fallis

Seconded by: Belch

That By-law No. 2016-11 being a by-law to confirm the proceedings of the Special Council meeting held February 1, 2016 be read a first, second and third time and passed the 1<sup>st</sup> day of February signed by the Mayor and Clerk and the Corporate Seal attached.

**Carried**

## **9. Adjournment**

SC/01/02/16/07

Moved by: Belch

Seconded by: Landry

That the Special Council meeting of February 1, 2016 adjourn. (9:05 p.m.)

**Carried**

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Scott McFadden  
Mayor

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Elana Arthurs  
Clerk



## Council Meeting

|                       |                                |
|-----------------------|--------------------------------|
| <b>To:</b>            | Mayor and Council              |
| <b>Date:</b>          | February 15, 2016              |
| <b>From:</b>          | Kimberley Pope Department      |
| <b>Report Number:</b> | Finance 2016-04                |
| <b>Subject:</b>       | Final 2016 Budget Presentation |

### Recommendations:

1. That Council receives the Final 2016 Public Budget Presentation for adoption; and
2. That Council approves removing the \$13,000 Growth Monitoring Model from the Capital Budget; and
3. That Council approves the 2016 Operating Budget of \$6,685,639; and
4. That Council approves the 2016 Capital Budget of \$3,566,457; and
5. That Council approves the 2016 Environmental Budget of \$264,652; and
6. That Council approves the 2016 Water & Wastewater Operating Budget of \$881,455 and a Capital Budget of \$2,472,500; and
7. That Council approves a 3.32% Municipal Residential Tax Rate increase.

### Overview:

On February 1, 2016 Council directed staff to proceed with a 3.32% Municipal Residential Tax Rate increase for the final budget presentation. This budget report is to provide the Final 2016 Operating and Capital Budgets for approval and adoption of Council. This budget does not include any changes to service levels that the municipality currently provides.

During public budget discussions, on February 1, 2016, Council had requested the use of \$260,000 from the Lottery Fund (OLG) Reserve to fund two special projects, King Street Enhancements and Decorative Streetlights – Downtown Millbrook, to lessen the impact of a tax increase which resulted in the reduced 2016 Capital Budget.

**A 3.32% municipal levy increase equals a \$19.19 increase per \$100,000 of Residential Assessment, based on the 2016 MPAC Assessment Roll Total.**

A residential property with a \$300,000 Current Value Assessment may be taxed an additional \$57.57 on their annual tax bill, which is the equivalent of \$0.16/day.

The Township Operating Surplus, prior to yearend audit adjustments, is calculated as \$375,876 and has been applied to offset the 2016 Operating Budget.

Staff advised of two additional operating budget adjustments totaling \$6,000 to fund a new Furnace at the Park's Yard and to fund the Community Center Tours. In addition, staff has recommended to remove \$13,000 from the Capital budget as the Growth Monitoring Model information may be available through the use of current municipal software/programs.

The 2nd draft public budget presentation was revised to include the following changes, as per motions of Council on January 21, 2016, as follows;

- Add \$13,000 Growth Monitoring Model to Capital Need (now removed)
- Add \$50,000 Watershed Plan to Capital Need
- Add \$145,000 King Street Enhancements to Capital Need
- Add \$20,000 (\$30K request less \$10K BIA contribution) Downtown Millbrook Revitalization (RED application ) to Capital Need
- Transfer up to \$2 million dollars annually (2016 & 2017) from OLG Revenues to Community Center / Fire Hall (Infrastructure) Reserve

Council had also directed staff to explore sponsorship and funding opportunities for the development of a Community Centre and report back at a Regular Council meeting.

The 1st draft public budget presentation was revised to include the following changes, as per Council direction on December 14, 2015, as follows;

- Defer \$10,000 Radio Equipment (Fire) to 2017
- Defer \$17,000 Toro Lawnmower (Parks & Rec) to 2017
- Add \$150,000 deposit for Pumper and defer purchase to 2017

Additional revisions between draft budgets and the final budget include the following;

- 2016 Municipal Roll Total Current Value Assessment Updates
- Increased use of Federal Gas Tax Grant for eligible Capital Projects
- Increased use of Asset Replacement & Reserves, where applicable
- Utilization of the balance of funds available in the Police Stabilization Reserve
- Adjustments to utility and fuel estimates, to reflect billing to date
- Donated funds from Millbrook Cavan Firefighters Association for UTV trailer
- Decreased Library Board Levy request with 2015 estimated surplus
- Updated levy requests received from Boards & Authorities
- Changes to budgeted estimates based on year to date expenditures/revenues

Prior to 2011, OLG Revenues were used as a subsidy towards the Operating Budget, the main source of funding the Capital Budget and as the single source of savings towards the asset replacement reserve. As per consultant recommendations, by Watson & Associates (Potential Impact of Loss of OLG Funding, Nov. 2012) and N.G. Bellchamber & Associates (Modified Service Delivery Review, March 2013) the 2016 Capital and Operating Budgets do not utilize the OLG revenues as a source of funding for expenditures.

The Watson & Bellchamber recommendations were divided into three phases to enable the municipality to remove dependency on OLG Revenues;

- Phase 1: Removal of OLG Revenues from the Operating Budget  
Completed in 2013, eliminating \$1.4 million OLG dependency from the annual budget (as per 2011)
- Phase 2: Removal of OLG Revenues from Capital Expenditures  
Completed in 2015, maintaining a minimum \$1.1 million contribution through the municipal levy towards expenditures.

On November 19, 2012 Watson & Associates recommended, in the presentation “Potential Impact of Loss of OLG Funding Contributions”, that the Township transfer \$1.5 million into reserves to mitigate the loss of Casino Revenues. This budget includes a \$1.5 million dollar transfer to the Asset Replacement Reserve which will provide resources to maintain and/or replace future core municipal assets and infrastructure.

- Phase 3: Removal of OLG Revenues as the only source of Revenues for investment to the Asset Replacement Reserve  
Commencing in 2016, 1/3 of the \$1.5 million investment to the Asset Replacement Reserves is funded through the municipal tax levy with the remaining 2/3 from the OLG Revenues.

It is essential that the municipality continues towards independent financial sustainability and the elimination of the use of OLG Revenues in all aspects of the municipal budget.

**Financial Impact:**

**Operating**

Challenges within the 2016 budget include aging infrastructure, increasing cost of utilities, fuel, supplies, a reduction of \$73,700 in the OMPF (Ontario Municipal Partnership Fund) and the Federal Gas Tax. In addition, the municipality has been proactive in mitigating the potential impact of loss of OLG funding contributions to the Township of Cavan Monaghan by removing dependency on these funds.

The following is a comparative chart of funding changes since 2010;

|                        | <u>2010</u>  | <u>2011</u>  | <u>2012</u>  | <u>2013</u>  | <u>2014</u>                      | <u>2015</u> | <u>2016</u> |
|------------------------|--------------|--------------|--------------|--------------|----------------------------------|-------------|-------------|
| OMPF                   | \$ 761,900   | \$ 846,000   | \$ 924,300   | \$ 963,000   | \$ 717,400                       | \$ 577,000  | \$ 503,300  |
| Federal Gas Tax        | \$ 270,799   | \$ 270,799   | \$ 270,799   | \$ 270,799   | \$ 249,046                       | \$ 240,000  | \$ 261,498  |
| Subtotal               | \$ 1,032,699 | \$ 1,116,799 | \$ 1,195,099 | \$ 1,233,799 | \$ 966,446                       | \$ 817,000  | \$ 764,798  |
| \$ change yr over year |              | \$ 84,100    | \$ 78,300    | \$ 38,700    | -\$ 267,353                      | -\$ 149,446 | -\$ 52,202  |
| % change yr over yr    |              | 8%           | 7%           | 3%           | -22%                             | -15%        | -6%         |
|                        |              |              |              |              | Decreased \$ value 2010 vs. 2016 | -\$ 267,901 |             |
|                        |              |              |              |              | Decreased % 2010 vs. 2016        | -26%        |             |

The Consumer Price Index rose 1.4% in the 12 months to November; on the December notice from Statistics Canada. In addition to the Personnel Policy By-law No. 2015-65, and to support equal indexing for both the inside and outside workers (as per the collective agreement signed May 2015) the municipal wages have been indexed by a combined total of 1.75% for 2016.

The 2016 final budget presented contains a consolidated department net increase of 1.8%. The summary below indicates each department's efforts to maintain conservative budgets while the cost of delivery is constantly increasing.

|   | 2015 Final         | 2016 Final         | Variance         |              |
|---|--------------------|--------------------|------------------|--------------|
| Planning  | \$134,845          | <b>\$140,260</b>   | \$5,415          | 4.0%         |
| Building  | \$107,790          | <b>\$112,025</b>   | \$4,235          | 3.9%         |
| By-law Enforcement                              | \$15,315           | <b>\$9,155</b>     | -\$6,160         | -40.2%       |
| Protective Services                             | \$636,893          | <b>\$640,379</b>   | \$3,486          | 0.5%         |
| Public Works                                    | \$1,667,080        | <b>\$1,717,423</b> | \$50,343         | 3.0%         |
| Environmental Levy: Cavan                       | \$84,676           | <b>\$88,662</b>    | \$3,986          | 4.7%         |
| Environmental Levy: Millbrook                   | \$71,636           | <b>\$71,060</b>    | -\$576           | -0.8%        |
| Environmental Levy: North Monaghan              | \$59,687           | <b>\$58,930</b>    | -\$757           | -1.3%        |
| Parks & Facilities                              | \$591,890          | <b>\$624,336</b>   | \$32,446         | 5.5%         |
| Office of the CAO & Economic Dev.               | \$361,240          | <b>\$336,121</b>   | -\$25,119        | -7.0%        |
| Office of the Clerk                             | \$254,950          | <b>\$258,766</b>   | \$3,816          | 1.5%         |
| Finance & Information Technology                | \$269,520          | <b>\$274,810</b>   | \$5,290          | 2.0%         |
| <b>Consolidated Department Net Changes</b>      | <b>\$4,255,522</b> | <b>\$4,331,927</b> | <b>\$76,405</b>  | <b>1.8%</b>  |
| Council   | \$176,456          | <b>\$170,223</b>   | -\$6,233         | -3.5%        |
| Cavan Monaghan Library Board Levy               | \$242,991          | <b>\$248,400</b>   | \$5,409          | 2.2%         |
| Ganaraska, Kawartha & Otonabee Conservation     | \$76,395           | <b>\$73,193</b>    | -\$3,202         | -4.2%        |
| Committees of Council                           | \$10,900           | <b>\$10,300</b>    | -\$600           | -5.5%        |
| Police Contract & Services                      | \$1,304,780        | <b>\$1,210,460</b> | -\$94,320        | -7.2%        |
| <b>Consolidated Other Services/Levy Changes</b> | <b>\$1,811,522</b> | <b>\$1,712,576</b> | <b>-\$98,946</b> | <b>-5.5%</b> |

### Summary of inclusions within the 2016 Operating Budget

- Reduced OMPF funding by 13% and lack of grant approvals.
- Overtime and operational maintenance items in the Roads department due to current service levels and winter weather conditions.
- Utilization of qualified internal staff across departmental lines to reduce the need for contracting external services.
- Shared services with County of Peterborough for Risk Management contract.
- Utilization of current year availability prior to accessing future budget allocations.
- Elimination of unused historical budget lines without expenditures
- Information Technology (IT) investment and reduced IT contracted services
- Reduced repairs to facilities as per a "need" review and not a "wish" list.
- Annual review of User Fees to increase revenues and reduce expenditures
- Reduced conferences for Council to two conferences per year.

### Capital

The Final Capital Budget presented to Council contains a reduced request of priority needs within each department. The Capital Budget presented contains an estimated \$673,575 Capital (roll-over from 2015 budget) and 2016 Capital requests of \$3,566,457 with 28% funded from Casino reserves, 27% funded from municipal reserves and 45% funded through the Municipal Tax Levy.

A summary of the 2016 Capital Budget is provided below;

|   |                    |     |
|---|--------------------|-----|
| Total Capital Requests  | \$4,240,032        |     |
| Less: 2015 Capital Roll Over  | (\$673,575)        |     |
| <b>Total 2016 Capital Expenditures</b>                                | <b>\$3,566,457</b> |     |
| Reserve/Other Funding to Offset Capital                               | (\$979,169)        | 27% |
| Asset Replacement Reserve - 2/3 funded through OLG Funds              | (\$1,000,000)      | 28% |
| Asset Replacement Reserve - 1/3 funded through the Municipal Tax Levy | (\$500,000)        | 14% |
| Capital Purchases funded through the Municipal Tax Levy               | (\$1,087,288)      | 31% |

Future infrastructure projects that were identified in the 2015 development charge study, and are a replacement for current infrastructure, would have access to development charge revenues and funds in the asset replacement reserve. To prepare for future infrastructure replacements, it is staff's recommendation to utilize reserve funding transfers to prepare for future recognized projects.

As of the end of 2016, the municipality will have utilized 60-65% of the Annual Debt and Financial Obligation Limit (ARL), for the Water & Wastewater upgrades through 5, 10 and 20 year loan commitments. The ARL is the municipal debt capacity as legislated under the Municipal Act, 2001 O. Reg 403/02. Dependent upon the infrastructure project and valuation, there may be funding opportunities that can utilize a portion of future ARL allocations.

|  | <b>Water</b>        | <b>Wastewater</b>   | <b>Fire Station</b> | <b>Arena</b>        |
|--|---------------------|---------------------|---------------------|---------------------|
| 20 Year Principal Debenture Required     | \$ 1,707,823        | \$ 6,590,482        | \$ 3,500,000        | \$ 9,300,000        |
| 10 Year Principal Debenture Required     | \$ 2,826,800        | -                   |                     |                     |
| 5 Year Principal Debenture Required      | -                   | \$ 3,074,395        |                     |                     |
| Committed Debentures                     | <u>\$ 4,534,623</u> | <u>\$ 9,664,877</u> |                     |                     |
| Development Charges Revenue (Study 2015) |                     |                     | -\$ 1,000,000       | -\$ 1,807,846       |
| Transfers from Reserves                  |                     |                     | -\$ 1,500,000       | -\$ 2,500,000       |
| Sponsorship/Fundraising                  |                     | -                   |                     | -\$ 1,000,000       |
| Potential Debentures                     |                     |                     | <u>\$ 1,000,000</u> | <u>\$ 3,992,154</u> |

In 2015, the Otonabee Region Conservation Authority (ORCA) applied and received grant approval (Small Communities Fund) for the reconstruction of the Millbrook Dam. The estimated \$3.3 million dollar total cost of the project was eligible to receive a total of 2/3 grant funding from the provincial and federal governments. ORCA is responsible for the remaining 1/3 project cost which represents \$1,119,363. In the spring of 2015, the ORCA Board adopted a new policy for management of water and ice control structures. The policy included a formula for funding the capital repairs/replacement with a benefiting municipality being levied 90% of the Authorities cost. As Cavan Monaghan is the benefiting municipality for the reconstruction of the Millbrook Dam, ORCA will levy 90% of their cost which totals a capital levy of \$1,007,426 to be paid by the municipality. The first payment of \$104,895 (year 1) has been included in the Capital Budget, with future annual payments of \$251,880 (years 2, 3 and 4) and the final balance of payment in year 5.



## Environmental Tax Rate

The 2016 Environmental Budget for all Wards indicates a total levy increase of \$2,653 which includes the allocation of the Transfer Station shared proportionately between all wards.

|                                  | <u>Cavan</u><br>(010) | <u>Millbrook</u><br>(020) | <u>N. Monaghan</u><br>(030) | <u>TOTAL</u><br>Township of CM |
|----------------------------------|-----------------------|---------------------------|-----------------------------|--------------------------------|
| 2016 Tax Roll                    | \$ 780,410,500        | \$ 168,651,600            | \$ 227,606,500              | \$ 1,176,668,600               |
| <b>2016 Weighted Assessment</b>  | <b>\$ 780,410,500</b> | <b>\$ 166,144,041</b>     | <b>\$ 205,698,669</b>       | <b>\$ 1,152,253,210</b>        |
| % of Weighted Assessment         | 67.7%                 | 14.4%                     | 17.9%                       | 100%                           |
| 2016 Transfer Station Allocation | \$ 122,760            | \$ 26,140                 | \$ 32,360                   | \$ 181,252                     |

## Water and Wastewater

The Water and Wastewater Operating Budget is presented as a continuation of the Finance Report 2015-18 Water & Wastewater Financial Plan, Rate Study and User Fees and Charges. The water service is user paid and therefore does not affect the municipal tax rate. Funds remaining at the end of the year are transferred into the Water & Wastewater Reserve for future years of Capital and/or Operations.

### Building Canada Fund (BCF)

The Building Canada Fund (BCF) Grant project is approximately 80% complete with the final date of completion expected in March 2016. As per By-law No 2012-96 the municipality has entered into financing agreements with Ontario Infrastructure Land Corporation (OILC). The current OILC debenture totals \$4.9 million. As per Report 2015-18, 2015 Water & Wastewater (WWW) Rate Study, Financial Plan and the WWW User Fees and Charges, the municipality is expected to utilize 65% of the municipal debt capacity limit, based on the current annual repayment limit (ARL) over a 10 year debenture. After payments (principal and interest) the utilization is expected to be reduced to 27% of the municipal debt capacity in year 11 and payments complete by 2036.

The BCF includes; expanding and upgrading the Millbrook Wastewater Treatment Plant to a tertiary treatment facility, upgrading of the Tupper Street Primary Pumping Station, replacement/expansion of the existing standpipe, the construction of a second storage facility in the water system, and extension of water and wastewater services to the Municipal Office.

### Reserve and Reserve Funds

The 2015 estimated Year End Reserve and Reserve Fund balances were received by Council on Finance Report 2015-09. An update will be provided in 2016 after the invoices have been received; yearend roll-over has been posted and audited.

## Tax Levy Comparison

The table below is a history of the MPAC Municipal Assessment (weighted) for the Township of Cavan Monaghan and the corresponding final tax rates per year. It is estimated that for every 1% municipal tax increase in 2016 this will equal municipal tax revenue of approximately \$61,000.

|                                | <b>Tax Rate and Assessment Comparison</b> |               |               |                 |                   |
|--------------------------------|---|---------------|---------------|-----------------|-------------------|
|                                | <u>2012</u>                               | <u>2013</u>   | <u>2014</u>   | <u>2015</u>     | <u>2016 Final</u> |
| Amount to be raised by Taxes   | \$4,277,467                               | \$4,765,000   | \$5,427,090   | \$5,888,773     | \$6,298,256       |
| Weighted Assessment            | \$937,674,899                             | \$949,560,468 | \$983,184,261 | \$1,016,024,955 | \$1,051,781,406   |
| Increase in CVA year over year | 3.9%                                      | 1.3%          | 3.5%          | 3.3%            | 3.5%              |
| Taxes per 100,000 Residential  | \$456.18                                  | \$501.81      | \$551.99      | \$579.59        | \$598.82          |
| Increase in Tax %              | 3%  | 10%           | 10%           | 5%              | 3.32%             |

The financial information provided is an outline and description of the 2016 Municipal Budget. The residential tax levy does not include education and county taxation collected and/or transferred to the School Boards or the County of Peterborough. The 2016 budget maintains the ability to not require funding from the Casino Reserve to stabilize the tax rate.

### Attachments:

- Final - 2016 Tax Rate calculation
- Final - 2016 Budget Summary
- Final - 2016 Operating Working Current Budget Reports
- Final - Detailed Solar Operating Budget Report
- Final - Detailed Library Operating Budget Report
- Final - 2016 Environmental Tax Rate calculation
- Final - 2016 Capital Requests
- W&WW - Final – 2016 Operating Working Current Budget Report
- W&WW - Final – 2016 Capital Requests
- Finance Report 2015-09 Reserve and Reserve Funds
- ECD Report 2016-01 Community Grants 2016

Respectfully Submitted by,

Reviewed by,

Kimberley Pope  
Director of Finance/Treasurer

Yvette Hurley  
Chief Administrative Officer

## 2016 Tax Rates

Final (3.32% increase)

| Property Class Description   | RTC | RTQ | 2016 MPAC Roll Total    | 2016 Tax Ratio | 2016 Tax Rate Reduction | 2016 Weighted Assessment | 2016 Tax Rate | 2016 Taxes Raised   |
|--|-----|-----|-------------------------|----------------|-------------------------|--------------------------|---------------|---------------------|
| Commercial, , Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The Full Rate.                          | C   | F   | 348,000                 | 1.0986         | 1                       | 382,313                  | 0.00657814    | 2,289.19            |
| Commercial, Payment In Lieu, Full, Excess Land   | C   | V   | 56,800                  | 1.0986         | 0.7                     | 43,680                   | 0.00460470    | 261.55              |
| Commercial, Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The General Rate Only (No School Rates).  |     |     |                         |                |                         |                          |               |                     |
| <b>USE REGULAR RATE NOT VACANT</b>   |     |     |                         |                |                         |                          |               |                     |
| Commercial, Taxable vacan land shared, Subject To Payment-In-Lieu Of Taxes At The Full Rate.                             | C   | G   | 1,410,000               | 1.0986         | 1                       | 1,549,026                | 0.00657814    | 9,275.18            |
| Commercial, Taxable vacan land shared, Subject To Payment-In-Lieu Of Taxes At The Full Rate.                             | C   | J   | 279,000                 | 1.0986         | 0.7                     | 214,557                  | 0.00460470    | 1,284.71            |
| Commercial, Taxable At The Full Rate.  | C   | T   | 75,224,900              | 1.0986         | 1                       | 82,642,075               | 0.00657814    | 494,840.27          |
| Commercial taxable: Excess land  | C   | U   | 1,439,663               | 1.0986         | 0.7                     | 1,107,130                | 0.00460470    | 6,629.22            |
| Commercial, Taxable At The Vacant Land Rate.   | C   | X   | 1,758,900               | 1.0986         | 0.7                     | 1,352,629                | 0.00460470    | 8,099.21            |
| commercial payment in lieu full vacan land   | C   | Y   | 94,000                  | 1.0986         | 0.7                     | 72,288                   | 0.00460470    | 432.84              |
| Commercial payment in lieu general vacant land   | C   | Z   | 213,000                 | 1.0986         | 0.7                     | 163,801                  | 0.00460470    | 980.80              |
| New Construction Commercial: Full No Support   | X   | T   | 2,737,200               | 1.0986         | 1                       | 3,007,088                | 0.00657814    | 18,005.70           |
| Exempt   | E   |     | 49,783,630              | 0              | 0                       | -                        | -             | -                   |
| Farmland, Taxable At The Full Rate.  | F   | T   | 112,878,800             | 1              | 0.25                    | 28,219,700               | 0.00149694    | 168,972.57          |
| Industrial, Taxable, Shared Payment-In-Lieu (Not Pll But Shared As If It Was)  | I   | H   | 75,000                  | 1.5432         | 1                       | 115,740                  | 0.00924030    | 693.02              |
| Industrial, Taxable At The Full Rate.  | I   | T   | 4,708,726               | 1.5432         | 1                       | 7,266,506                | 0.00924030    | 43,510.04           |
| Industrial, Taxable At The Vacant Land Rate. Excess Land   | I   | U   | 355,500                 | 1.5432         | 0.65                    | 356,595                  | 0.00600619    | 2,135.20            |
| Industrial, Taxable At The Vacant Land Rate.   | I   | X   | 925,500                 | 1.5432         | 0.65                    | 928,351                  | 0.00600619    | 5,558.73            |
| New Construction Industrial, Taxable At The Full Rate.   | J   | T   | 572,000                 | 1.5432         | 1                       | 882,710                  | 0.00924030    | 5,285.45            |
| Pipeline Taxable: Full   | P   | T   | 6,346,000               | 1              | 0.9386                  | 5,956,356                | 0.00562010    | 35,665.18           |
| Multi-Residential Taxable: Full  | M   | T   | 3,018,000               | 1              | 1.7802                  | 5,372,644                | 0.01065940    | 32,170.06           |
| Residential, Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The General Rate Only (No School Rates). | R   | G   | 1,360,000               | 1              | 1                       | 1,360,000                | 0.00598775    | 8,143.34            |
| Residential Taxable Tenant Of Provincially Owned Property, Subject To Payment-In-Lieu Of Taxes At The Full Rate.         | R   | P   | 211,000                 | 1              | 1                       | 211,000                  | 0.00598775    | 1,263.42            |
| Residential, Taxable At The Full Rate.   | R   | T   | 909,733,981             | 1              | 1                       | 909,733,981              | 0.00598775    | 5,447,261.62        |
| Managed Forest, Taxable At The Full Rate.  | T   | T   | 3,139,000               | 1              | 0.25                    | 784,750                  | 0.00149694    | 4,698.89            |
|  |     |     | <b>\$ 1,176,668,600</b> |                |                         | <b>1,051,722,919</b>     |               | <b>6,297,456.19</b> |

Break-even, with 0% TAX INCREASE (due to Assessment Growth) is \$6,095,595.

|                       |                 |
|-----------------------|-----------------|
| <b>2016</b>           | <b>\$598.78</b> |
| <b>2015</b>           | <b>\$579.59</b> |
| <b>Increase in %</b>  | <b>3.32%</b>    |
| <b>Increase in \$</b> | <b>\$19.19</b>  |

|  |               |
|--|---------------|
| 2016 Budget Requirement                  | 6,297,456     |
| 2015 (Surplus)/Deficit                   |               |
| Amount to be raised by taxes             | 6,297,456     |
| Weighted Assessment                      | 1,051,722,919 |
| Tax Rate                                 | 0.005988      |
| Taxes per 100,000 Residential Assessment | \$ 598.78     |

Every 1% tax increase equals \$ 61,000

**2016 Budget Summary**  
**Final (3.32% tax rate increase)**

| Summary 2016 Project Budget   | Operating<br>% Net change over<br>2015 | Operating         | Capital          | Total             | Tax Levy         | Prov/Fed<br>Grant | Reserve<br>Funds | User Fees &<br>Other Revenue | Total             |
|---|--|-------------------|------------------|-------------------|------------------|-------------------|------------------|------------------------------|-------------------|
| Planning  | 4.0%                                   | 196,615           | 250,000          | 446,615           | 390,260          |                   | 31,255           | 25,100                       | 446,615           |
| Building  | 3.9%                                   | 112,025           |                  | 112,025           | -                |                   | 385              | 111,640                      | 112,025           |
| By-Law Enforcement  | -40.2%                                 | 9,155             |                  | 9,155             | 9,155            |                   | -                | -                            | 9,155             |
| Protective Services   | 0.5%                                   | 748,029           | 383,775          | 1,131,804         | 782,154          |                   | 255,500          | 94,150                       | 1,131,804         |
| Roads Department  | 3.0%                                   | 1,835,731         | 1,650,350        | 3,486,081         | 2,657,148        |                   | 708,615          | 120,318                      | 3,486,081         |
| Parks & Facilities Department   | 5.5%                                   | 810,336           | 242,000          | 1,052,336         | 854,992          |                   | 11,344           | 186,000                      | 1,052,336         |
| Office of the CAO & ECD   | -7.0%                                  | 450,621           | 30,000           | 480,621           | 356,121          |                   | 52,000           | 72,500                       | 480,621           |
| Office of the Clerk   | 1.5%                                   | 274,191           |                  | 274,191           | 258,766          |                   | (10,000)         | 25,425                       | 274,191           |
| Finance & Information Technology  | 2.0%                                   | 518,310           | 1,520,200        | 2,038,510         | 1,789,810        |                   | (10,800)         | 259,500                      | 2,038,510         |
| <b>Consolidated Department Net Changes</b>  | <b>1.8%</b>                            |                   |                  |                   |                  |                   |                  |                              |                   |
| Community Grants  |  |                   | 58,812           | 58,812            | 58,812           |                   |                  |                              | 58,812            |
| Council   | -3.5%                                  | 170,223           |                  | 170,223           | 170,223          |                   |                  |                              | 170,223           |
| Cavan Monaghan Library Board Levy & Insurance   | 2.2%                                   | 259,940           |                  | 259,940           | 248,000          |                   |                  | 11,540                       | 259,940           |
| Ganaraska, Kawartha & Otonabee Conservation   | -4.2%                                  | 73,193            | 104,895          | 178,088           | 178,088          |                   |                  |                              | 178,088           |
| Committee's of Council  | -5.5%                                  | 16,300            |                  | 16,300            | 10,300           |                   | 6,000            |                              | 16,300            |
| Police Service Contract, Board & Community Policing                                       | -7.2%                                  | 1,211,460         |                  | 1,211,460         | 1,110,978        |                   | 99,482           | 1,000                        | 1,211,460         |
| <b>Consolidated Other Services/Levy Changes</b>   | <b>-5.5%</b>                           |                   |                  |                   |                  |                   |                  |                              |                   |
| <b>Sub total: Projected Budget</b>  |  | <b>6,686,129</b>  | <b>4,240,032</b> | <b>10,926,161</b> |                  |                   |                  |                              |                   |
| Less: 2015 Capital Roll Overs   |  |                   | (673,575)        | (673,575)         | (673,575)        |                   |                  |                              | (673,575)         |
| Less: 2015 Operating Surplus (estimated)  |  | (375,876)         |                  | (375,876)         | (375,876)        |                   |                  |                              | (375,876)         |
| Add: Transfer \$2M to Community Center / Fire Hall (Infrastructure) Reserve from C        |  | 2,000,000         |                  | 2,000,000         | 2,000,000        |                   |                  |                              | 2,000,000         |
|   |  |                   |                  |                   |                  |                   |                  |                              |                   |
| <b>Total Budget</b>   |  | <b>8,310,253</b>  | <b>3,566,457</b> | <b>11,876,710</b> |                  |                   |                  |                              |                   |
| Contribution from Casino Reserve Rate Stabilization                                       |  | -                 | -                | -                 | -                |                   |                  |                              | -                 |
| Contribution from Casino Reserve for Capital Requests                                     |  | -                 | -                | -                 | -                |                   |                  |                              | -                 |
| Contribution from Casino Reserve for Asset Replacement Reserve                            |  | -                 | -                | -                 | (1,000,000)      |                   | 1,000,000        |                              | -                 |
| Contribution from Casino Reserve to Community Center / Fire Hall (Infrastructure) Reserve |  | -                 | -                | -                 | (2,000,000)      |                   | 2,000,000        |                              | -                 |
| Provincial Grants (OMPF)  |  | -                 | -                | -                 | (503,300)        | 503,300           |                  |                              | -                 |
| Provincial Grants (OCIF-Formula-Based Funding)  |  | -                 | -                | -                 | (25,000)         | 25,000            |                  |                              | -                 |
| Contributions to Casino Reserves  |  | -                 | -                | -                 | 3,000,000        |                   |                  | (3,000,000)                  | -                 |
| Contributions from Casino Reserves  |  | -                 | -                | -                 | (3,000,000)      |                   |                  | 3,000,000                    | -                 |
| Contributions to Roads Reserves   |  | -                 | 261,498          | 261,498           | 261,498          |                   |                  |                              | 261,498           |
| Federal Gas Tax Grant   |  | -                 | -                | -                 | (261,498)        | 261,498           |                  |                              | -                 |
| Special Charges; Environmental Services and BIA Levy                                      |  | 278,652           |                  | 278,652           | 232,652          |                   |                  | 46,000                       | 278,652           |
| <b>Total (including Casino, Fed Gas Tax &amp; BIA)</b>                                    |  | <b>8,588,905</b>  | <b>3,827,955</b> | <b>12,416,860</b> | <b>6,530,108</b> | <b>789,798</b>    | <b>4,143,781</b> | <b>953,173</b>               | <b>12,416,860</b> |
| <b>Revenues</b>   |  | <b>Operating</b>  | <b>Capital</b>   | <b>Total</b>      |                  |                   |                  |                              |                   |
| General Tax Levy  |  | 6,297,456         | -                | 6,297,456         |                  |                   |                  |                              |                   |
| Special Charges; Environmental Services and BIA Levy                                      |  | 232,652           | -                | 232,652           |                  |                   |                  |                              |                   |
| Provincial/Federal Grants   |  | 789,798           | -                | 789,798           |                  |                   |                  |                              |                   |
| Reserve Funds   |  | 3,143,781         | 1,000,000        | 4,143,781         |                  |                   |                  |                              |                   |
| Development Charges   |  | -                 | -                | -                 |                  |                   |                  |                              |                   |
| Other Revenue   |  | 953,173           | -                | 953,173           |                  |                   |                  |                              |                   |
| <b>Total</b>  |  | <b>11,416,860</b> | <b>1,000,000</b> | <b>12,416,860</b> |                  |                   |                  |                              |                   |
| <b>Special Charges</b>  | <b>% Net change over<br/>2015</b>      |                   |                  |                   |                  |                   |                  |                              |                   |
| Environmental Levy: Cavan   | 4.7%                                   | 124,662           | -                | 124,662           | 88,662           |                   |                  | 36,000                       | 124,662           |
| Environmental Levy: Millbrook   | -0.8%                                  | 81,060            |                  | 81,060            | 81,060           |                   |                  | 10,000                       | 81,060            |
| Environmental Levy: North Monaghan  | -1.3%                                  | 58,930            |                  | 58,930            | 58,930           |                   |                  | -                            | 58,930            |
| Millbrook BIA   | 0.0%                                   | 14,000            |                  | 14,000            | 14,000           |                   |                  | -                            | 14,000            |
| <b>Total</b>  |  | <b>278,652</b>    | <b>-</b>         | <b>278,652</b>    | <b>232,652</b>   | <b>-</b>          | <b>-</b>         | <b>46,000</b>                | <b>278,652</b>    |

Eliminated dependency on OLG Slots Revenue in 2013 Operating Budget.

Eliminated dependency on OLG Slots Revenue in 2015 Capital Expenses

Reduced dependency on OLG Slots Revenue by 1/3 for Asset Replacement

2016 OMPF Allocatio is \$73,700 less than 2015

3.32% Proposed Residential Tax Rate Increase

## General Ledger

### Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account         | Description                     | 2015 Total Budget | 2015 Actual | Proposed Budget | Final Budget |
|-----------------|---------------------------------|-------------------|-------------|-----------------|--------------|
| 01-4920         | Planning Administration         | 134,845.00        | 124,337.15  | 140,260.00      | 140,260.00   |
| 01-4960         | Site Alteration Applications    | 0.00              | -1,500.00   |                 |              |
| 01-4970         | Plan of Subdivison Applications | 0.00              | 8,970.14    |                 |              |
| 01-4980         | Site Plan Approval Applications | 0.00              | 1,576.70    |                 |              |
| 01-5000         | Source Water Protection         | 0.00              | 0.00        |                 |              |
| 01-5770         | Springville & Ebenezer Cemetery | 0.00              | 0.00        |                 |              |
| Total Revenues: |                                 | -91,241.00        | -59,955.32  | -56,355.00      | -56,355.00   |
| Total Expenses: |                                 | 226,086.00        | 193,339.31  | 196,615.00      | 196,615.00   |
| Report Net:     |                                 | 134,845.00        | 133,383.99  | 140,260.00      | 140,260.00   |

# General Ledger

## Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account         | Description                       | 2015 Total Budget | 2015 Actual | Proposed Budget | Final Budget |
|-----------------|-----------------------------------|-------------------|-------------|-----------------|--------------|
| 01-4910         | Building Services Administration  | -1,650.00         | -1,278.69   | -1,350.00       | -1,350.00    |
| 01-4911         | Ford Ranger Unit 4 - 11           | 1,650.00          | 1,278.69    | 1,350.00        | 1,350.00     |
| 01-4915         | ON Building Code Act, Enforcement | 0.00              | 0.00        |                 |              |
| Total Revenues: |                                   | -127,590.00       | -109,755.38 | -112,025.00     | -112,025.00  |
| Total Expenses: |                                   | 127,590.00        | 109,755.38  | 112,025.00      | 112,025.00   |
| Report Net:     |                                   | 0.00              | 0.00        |                 |              |

**General Ledger**  
**Revenue and Expense Working Current Budget Report**  
 Fiscal Year 2016 To Period 12 by Department

| Account         | Description                                 | 2015 Total Budget | 2015 Actual | Proposed Budget | Final Budget |
|-----------------|---|-------------------|-------------|-----------------|--------------|
| 01-4401         | Fire Services Administration                | 314,611.00        | 301,805.48  | 319,359.00      | 319,359.00   |
| 01-4404         | Fire Services Communication                 | 26,300.00         | 26,300.00   | 25,000.00       | 25,000.00    |
| 01-4405         | Fire Suppression                            | 177,600.00        | 185,574.10  | 192,750.00      | 192,750.00   |
| 01-4406         | Fire Services Training                      | 86,542.00         | 86,542.00   | 82,450.00       | 82,450.00    |
| 01-4407         | Fire Services Public Education              | 14,350.00         | 13,156.11   | 14,750.00       | 14,750.00    |
| 01-4408         | Fire Services Dry Hydrants & Tanker Shuttle | 0.00              | 0.00        |                 |              |
| 01-4410         | Fire Routes                                 | 2,000.00          | 1,685.64    | 1,000.00        | 1,000.00     |
| 01-4411         | Fire Prevention                             | 2,650.00          | 1,933.66    | 2,650.00        | 2,650.00     |
| 01-4412         | Fire Hall #1 Maintenance                    | 20,600.00         | 14,701.00   | 13,800.00       | 13,800.00    |
| 01-4413         | Fire Hall #2 Maintenance                    | 26,220.00         | 20,158.64   | 22,500.00       | 22,500.00    |
| 01-4414         | Equipment Reserves                          | -90,200.00        | -72,145.95  | -94,000.00      | -94,000.00   |
| 01-4415         | Pumper 1 - 1996 (P1-96)                     | 9,140.00          | 8,844.10    | 9,800.00        | 9,800.00     |
| 01-4416         | Pumper 2 -2009 Class A (P2-09)              | 8,065.00          | 8,089.25    | 8,500.00        | 8,500.00     |
| 01-4417         | Tanker 4 - 2015 Tandem (T4-15)              | 2,035.00          | 2,823.25    | 2,500.00        | 2,500.00     |
| 01-4418         | Tanker 1 - 2000 (T1-00)                     | 3,850.00          | 2,407.95    | 4,190.00        | 4,190.00     |
| 01-4419         | Rescue 1 - 2003 Van (R1-03)                 | 6,100.00          | 5,502.68    | 7,100.00        | 7,100.00     |
| 01-4421         | Unit 5 - 1988 Half Ton Truck - (U5-89)      | 1,640.00          | 359.85      | 1,500.00        | 1,500.00     |
| 01-4422         | Rescue 2 - 2000 Rapid Response (R2-00)      | 3,700.00          | 7,459.73    | 4,000.00        | 4,000.00     |
| 01-4423         | Car 3 - 2003 Half Ton Truck (C3-03)         | 1,950.00          | 2,749.31    | 3,000.00        | 3,000.00     |
| 01-4424         | Car 1 - 2009 Ford Support Unit (C1-09)      | 8,600.00          | 7,224.08    | 8,140.00        | 8,140.00     |
| 01-4425         | Tanker 2 - 2011 (T2-11)                     | 6,190.00          | 6,653.04    | 5,290.00        | 5,290.00     |
| 01-4426         | 2015 UTV & Trailer                          | 0.00              | 0.00        | 150.00          | 150.00       |
| 01-4450         | Emergency Preparedness                      | 4,950.00          | 3,988.23    | 5,950.00        | 5,950.00     |
| Total Revenues: |   | -103,933.00       | -77,729.69  | -107,650.00     | -107,650.00  |
| Total Expenses: |   | 740,826.00        | 713,541.84  | 748,029.00      | 748,029.00   |
| Report Net:     |   | 636,893.00        | 635,812.15  | 640,379.00      | 640,379.00   |

# General Ledger

## Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account         | Description        | 2015 Total Budget | 2015 Actual | Proposed Budget | Final Budget |
|-----------------|--------------------|-------------------|-------------|-----------------|--------------|
| 01-4460         | By-law Enforcement | 15,315.00         | 13,322.96   | 9,155.00        | 9,155.00     |
| Total Revenues: |                    | 0.00              | 0.00        |                 |              |
| Total Expenses: |                    | 15,315.00         | 13,322.96   | 9,155.00        | 9,155.00     |
| Report Net:     |                    | 15,315.00         | 13,322.96   | 9,155.00        | 9,155.00     |



## General Ledger

### Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account | Description  | 2015 Total Budget | 2015 Actual | Proposed Budget | Final Budget |
|---------|--|-------------------|-------------|-----------------|--------------|
| 01-4440 | Non-Residential Well Protective Inspection/Control | 5,000.00          | 2,659.47    | 3,000.00        | 3,000.00     |
| 01-4560 | Solar - 920 Larmer Line                            | 0.00              | 68.76       |                 |              |
| 01-4561 | Solar - 1256 Syer Line                             | 0.00              | 671.73      |                 |              |
| 01-4562 | Solar - 1470 County Rd. 10                         | 0.00              | 241.96      |                 |              |
| 01-4563 | Solar - 25 Centennial Lane                         | 0.00              | 2,939.12    |                 |              |
| 01-4564 | Solar - 988 County Rd. 10                          | 0.00              | 1,099.18    |                 |              |
| 01-4565 | Solar - 415 County Rd. 21                          | 0.00              | 2,030.15    |                 |              |
| 01-4566 | Solar - Tapley 1/4 Line                            | 0.00              | 1,115.48    |                 |              |
| 01-4567 | Solar - 1047 Mount Pleasant Rd.                    | 0.00              | 382.21      |                 |              |
| 01-4600 | Roads and Environmental Services Administration    | 492,420.00        | 387,498.85  | 510,170.00      | 510,170.00   |
| 01-4606 | Cavan Works Yard                                   | 43,130.00         | 47,933.00   | 44,500.00       | 44,500.00    |
| 01-4610 | Bridges and Culverts                               | 13,510.00         | 9,608.81    | 13,650.00       | 13,650.00    |
| 01-4611 | Road-side Maintenance                              | 106,880.00        | 104,882.42  | 121,800.00      | 121,800.00   |
| 01-4612 | Road Hard Top Maintenance                          | 101,800.00        | 127,046.71  | 103,100.00      | 103,100.00   |
| 01-4613 | Road Loose Top Maintenance                         | 207,370.00        | 167,703.99  | 182,300.00      | 182,300.00   |
| 01-4614 | Road Safety Devices and Signs                      | 40,260.00         | 37,465.87   | 38,800.00       | 38,800.00    |
| 01-4620 | Winter Control                                     | 233,210.00        | 233,210.00  | 248,400.00      | 248,400.00   |
| 01-4650 | Street Lighting                                    | 67,110.00         | 70,265.41   | 76,610.00       | 76,610.00    |
| 01-4655 | Storm Water Management Ponds (5)                   | 16,500.00         | 11,257.18   | 15,000.00       | 15,000.00    |
| 01-4661 | Truck 205 Dodge 2-05                               | 6,790.00          | 7,667.43    | 15,770.00       | 15,770.00    |
| 01-4662 | Dodge One-half Ton 4-01                            | 650.00            | 0.00        |                 |              |
| 01-4663 | Dodge One-half Ton 4-12                            | 3,340.00          | 1,966.82    | 3,643.00        | 3,643.00     |
| 01-4664 | Int Dump (WATER TRUCK) 11-99                       | 16,700.00         | 15,481.12   | 16,150.00       | 16,150.00    |
| 01-4665 | Int Dump Plow & Wing 14-05                         | 22,854.00         | 22,753.60   | 21,435.00       | 21,435.00    |
| 01-4666 | Plow 15-03   | 23,816.00         | 23,006.06   | 22,800.00       | 22,800.00    |
| 01-4667 | Culvert Steamer                                    | 1,650.00          | 1,097.22    | 1,650.00        | 1,650.00     |
| 01-4668 | Float  | 7,520.00          | 7,012.80    | 7,145.00        | 7,145.00     |
| 01-4669 | Plow 17-03   | 26,910.00         | 25,915.51   | 24,900.00       | 24,900.00    |
| 01-4672 | Grader Champion 31-10                              | 18,310.00         | 12,993.58   | 13,700.00       | 13,700.00    |
| 01-4673 | Loader John Deere 32-06                            | 10,650.00         | 9,520.55    | 9,800.00        | 9,800.00     |
| 01-4674 | Backhoe Case 33-91                                 | 1,560.00          | 1,493.42    | 1,550.00        | 1,550.00     |
| 01-4675 | Bobcat 40-01                                       | 6,130.00          | 6,328.02    | 6,800.00        | 6,800.00     |
| 01-4678 | 2012 Brush Chipper                                 | 1,000.00          | 693.75      | 2,275.00        | 2,275.00     |
| 01-4679 | Plow Truck 20-01                                   | 27,310.00         | 25,793.02   | 27,635.00       | 27,635.00    |
| 01-4680 | International (CALCIUM TRUCK) 12-98                | 11,490.00         | 9,852.74    | 10,300.00       | 10,300.00    |
| 01-4681 | Sweeper Attachment                                 | 1,200.00          | 692.06      | 1,200.00        | 1,200.00     |
| 01-4682 | International Tandem Plow 19-07                    | 26,890.00         | 25,389.59   | 22,900.00       | 22,900.00    |
| 01-4683 | Ford 1.5 Ton Truck 10-08                           | 23,060.00         | 21,848.37   | 29,650.00       | 29,650.00    |
| 01-4684 | Champion Grader 30-08                              | 21,530.00         | 17,563.57   | 29,600.00       | 29,600.00    |
| 01-4685 | Dodge Pick Up 1-08                                 | 9,680.00          | 9,113.59    | 12,945.00       | 12,945.00    |
| 01-4686 | Int Dump Plow & Wing 16-13                         | 23,130.00         | 20,402.38   | 22,500.00       | 22,500.00    |
| 01-4687 | Rubber Tire Excavator 34-08                        | 19,500.00         | 3,638.59    | 23,800.00       | 23,800.00    |

## General Ledger

### Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account         | Description                   | 2015 Total Budget | 2015 Actual  | Proposed Budget | Final Budget |
|-----------------|-------------------------------|-------------------|--------------|-----------------|--------------|
| 01-4690         | Township Pit #1 (Larmer Line) | 5,120.00          | 4,786.84     | 5,700.00        | 5,700.00     |
| 01-4691         | Wilson's Pit                  | 10,000.00         | -17,078.93   | 13,000.00       | 13,000.00    |
| 01-4692         | Township Pit #2 (Millbrook)   | 1,100.00          | 639.14       | 1,000.00        | 1,000.00     |
| 01-4693         | Crossing Guards               | 12,000.00         | 3,628.30     | 12,245.00       | 12,245.00    |
| Total Revenues: |                               | -67,596.00        | -61,002.58   | -118,308.00     | -118,308.00  |
| Total Expenses: |                               | 1,734,676.00      | 1,531,282.02 | 1,835,731.00    | 1,835,731.00 |
| Report Net:     |                               | 1,667,080.00      | 1,470,279.44 | 1,717,423.00    | 1,717,423.00 |

## General Ledger

### Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account  | Description                      | 2015 Total Budget  | 2015 Actual        | Proposed Budget    | Final Budget       |
|--|----------------------------------|--------------------|--------------------|--------------------|--------------------|
| <b>Fund: 01 General</b>                                  |                                  |                    |                    |                    |                    |
| <b>4870 Environmental Services - Cavan Ward</b>          |                                  |                    |                    |                    |                    |
| <b>Revenue</b>   |                                  |                    |                    |                    |                    |
| 01-4870-8900   | Contribution from/to Operating   | 0.00               | 10,760.09          |                    |                    |
| 01-4870-9110   | WEEE Recycling Program Reve      | -2,500.00          | -4,984.80          | -4,000.00          | -4,000.00          |
| 01-4870-9184   | Sale of Scrap Materials / Metals | -14,000.00         | -14,975.59         | -12,000.00         | -12,000.00         |
| 01-4870-9189   | Bag Tag Revenues                 | 0.00               | -1,763.25          |                    |                    |
| 01-4870-9199   | Disposal of Material Fees        | -18,000.00         | -29,125.50         | -20,000.00         | -20,000.00         |
| 01-4870-9300   | Contribution Environmental Lev   | -84,676.00         | -84,676.00         | -88,662.00         | -88,662.00         |
| <b>Total Revenue</b>                                     |                                  | <b>-119,176.00</b> | <b>-124,765.05</b> | <b>-124,662.00</b> | <b>-124,662.00</b> |
| <b>Expense</b>   |                                  |                    |                    |                    |                    |
| 01-4870-1055   | Gross Wages – part time          | 57,000.00          | 61,065.41          | 69,400.00          | 69,400.00          |
| 01-4870-1060   | Gross Wages - Other              | 20,000.00          | 20,000.00          |                    |                    |
| 01-4870-1090   | Gross Wages – Vacation Pay       | 2,500.00           | 2,718.06           | 4,800.00           | 4,800.00           |
| 01-4870-1105   | Benefits – OMERS                 | 2,000.00           | 643.07             | 2,040.00           | 2,040.00           |
| 01-4870-1110   | Benefits – EI Premium            | 1,800.00           | 1,548.37           | 1,836.00           | 1,836.00           |
| 01-4870-1120   | Benefits – CPP                   | 2,900.00           | 2,567.16           | 2,958.00           | 2,958.00           |
| 01-4870-1130   | Benefits – EHT                   | 1,400.00           | 1,214.86           | 1,428.00           | 1,428.00           |
| 01-4870-1140   | Benefits – WSIB                  | 2,000.00           | 1,794.16           | 2,040.00           | 2,040.00           |
| 01-4870-1180   | Other Benefits                   | 0.00               | 0.00               |                    |                    |
| 01-4870-3065   | mileage/travel expenses          | 200.00             | 16.84              | 60.00              | 60.00              |
| 01-4870-3080   | Uniforms/Clothing                | 2,000.00           | 1,030.86           | 1,400.00           | 1,400.00           |
| 01-4870-3217   | Equipment Rental                 | 200.00             | 0.00               | 200.00             | 200.00             |
| 01-4870-3220   | Equipment Maintenance            | 180.00             | 0.00               | 500.00             | 500.00             |
| 01-4870-3225   | Mechanical Repairs and Mainte    | 1,820.00           | 1,740.45           | 1,500.00           | 1,500.00           |
| 01-4870-3435   | Materials And Supplies           | 2,500.00           | 2,527.22           | 2,500.00           | 2,500.00           |
| 01-4870-3500   | Land Telephone                   | 1,100.00           | 1,030.56           | 1,200.00           | 1,200.00           |
| 01-4870-3730   | Advertising                      | 2,000.00           | 932.10             | 1,000.00           | 1,000.00           |
| 01-4870-3748   | Bag Tag Design/Printing/Distrib  | 3,500.00           | 1,106.64           | 3,500.00           | 3,500.00           |
| 01-4870-3775   | Application fees                 | 500.00             | 0.00               | 500.00             | 500.00             |
| 01-4870-3790   | Hydro                            | 1,900.00           | 1,895.26           | 2,000.00           | 2,000.00           |
| 01-4870-3792   | WEEE Recycling Program Expe      | 200.00             | 0.00               |                    |                    |
| 01-4870-4100   | Contracted Services              | 15,000.00          | 24,081.56          | 14,000.00          | 14,000.00          |
| 01-4870-4400   | Garbage Disposal - Haulage       | 62,000.00          | 68,064.19          | 63,000.00          | 63,000.00          |
| 01-4870-4401   | Garden Waste Disposal - Curb:    | 4,000.00           | 5,860.80           | 4,000.00           | 4,000.00           |
| 01-4870-5000   | Property taxes                   | 3,200.00           | 3,197.06           | 3,300.00           | 3,300.00           |
| 01-4870-5765   | Recoverable Tsf Stn Expenses     | -70,724.00         | -68,976.00         | -58,500.00         | -58,500.00         |
| <b>Total Expense</b>                                     |                                  | <b>119,176.00</b>  | <b>134,058.63</b>  | <b>124,662.00</b>  | <b>124,662.00</b>  |
| <b>Total 4870 Environmental Services - Cavan Ward</b>    |                                  | <b>0.00</b>        | <b>9,293.58</b>    |                    |                    |
| <b>4880 Environmental Services - North Monaghan Ward</b> |                                  |                    |                    |                    |                    |
| <b>Revenue</b>   |                                  |                    |                    |                    |                    |
| 01-4880-9300   | Contribution Environmental Lev   | -59,687.00         | -59,687.00         | -58,930.00         | -58,930.00         |
| <b>Total Revenue</b>                                     |                                  | <b>-59,687.00</b>  | <b>-59,687.00</b>  | <b>-58,930.00</b>  | <b>-58,930.00</b>  |
| <b>Expense</b>   |                                  |                    |                    |                    |                    |

## General Ledger

### Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account  | Description                    | 2015 Total Budget | 2015 Actual       | Proposed Budget   | Final Budget      |
|--|--------------------------------|-------------------|-------------------|-------------------|-------------------|
| 01-4880-3730   | Advertising                    | 300.00            | 0.00              | 300.00            | 300.00            |
| 01-4880-4100   | Contracted Services            | 1,000.00          | 0.00              | 1,000.00          | 1,000.00          |
| 01-4880-4400   | Garbage Disposal - Curbside NI | 20,000.00         | 21,301.68         | 22,000.00         | 22,000.00         |
| 01-4880-4401   | Garden Waste Disposal - Curbs  | 3,200.00          | 0.00              | 3,270.00          | 3,270.00          |
| 01-4880-5610   | Transfer Station Expense       | 35,187.00         | 37,968.00         | 32,360.00         | 32,360.00         |
| <b>Total Expense</b>   |                                | <b>59,687.00</b>  | <b>59,269.68</b>  | <b>58,930.00</b>  | <b>58,930.00</b>  |
| <b>Total 4880 Environmental Services - North Monaghan Ward</b> |                                | <b>0.00</b>       | <b>-417.32</b>    |                   |                   |
| <br>   |                                |                   |                   |                   |                   |
| <b>4890 Environmental Services - Millbrook Ward</b>            |                                |                   |                   |                   |                   |
| <b>Revenue</b>   |                                |                   |                   |                   |                   |
| 01-4890-9025   | Transfer to/from Reserve       | -10,000.00        | -10,000.00        | -10,000.00        | -10,000.00        |
| 01-4890-9300   | Contribution Environmental Lev | -71,636.00        | -71,636.00        | -71,060.00        | -71,060.00        |
| <b>Total Revenue</b>   |                                | <b>-81,636.00</b> | <b>-81,636.00</b> | <b>-81,060.00</b> | <b>-81,060.00</b> |
| <br>   |                                |                   |                   |                   |                   |
| <b>Expense</b>   |                                |                   |                   |                   |                   |
| 01-4890-3730   | Advertising                    | 300.00            | 0.00              |                   |                   |
| 01-4890-4100   | Contracted Services            | 1,000.00          | 0.00              | 1,000.00          | 1,000.00          |
| 01-4890-4400   | Garbage Disposal - Curbside M  | 34,000.00         | 25,566.42         | 36,000.00         | 36,000.00         |
| 01-4890-4401   | Garden Waste Disposal - Curbs  | 4,000.00          | 91.50             | 4,220.00          | 4,220.00          |
| 01-4890-5000   | Property taxes                 | 1,600.00          | 1,526.88          | 1,700.00          | 1,700.00          |
| 01-4890-5610   | Transfer Station Expense       | 28,736.00         | 31,008.00         | 26,140.00         | 26,140.00         |
| 01-4890-5615   | Landfill Monitoring Expense    | 12,000.00         | 14,566.94         | 12,000.00         | 12,000.00         |
| <b>Total Expense</b>   |                                | <b>81,636.00</b>  | <b>72,759.74</b>  | <b>81,060.00</b>  | <b>81,060.00</b>  |
| <b>Total 4890 Environmental Services - Millbrook Ward</b>      |                                | <b>0.00</b>       | <b>-8,876.26</b>  |                   |                   |

# General Ledger

## Revenue and Expense Working Current Budget Report Fiscal Year 2016 To Period 12 by Department

| Account         | Description                                  | 2015 Total Budget | 2015 Actual | Proposed Budget | Final Budget |
|-----------------|--|-------------------|-------------|-----------------|--------------|
| 01-4870         | Environmental Services - Cavan Ward          | 0.00              | 9,293.58    |                 |              |
| 01-4880         | Environmental Services - North Monaghan Ward | 0.00              | -417.32     |                 |              |
| 01-4890         | Environmental Services - Millbrook Ward      | 0.00              | -8,876.26   |                 |              |
| Total Revenues: |  | -260,499.00       | -266,088.05 | -264,652.00     | -264,652.00  |
| Total Expenses: |  | 260,499.00        | 266,088.05  | 264,652.00      | 264,652.00   |
| Report Net:     |  | 0.00              | 0.00        |                 |              |

## General Ledger

### Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account         | Description                            | 2015 Total Budget | 2015 Actual | Proposed Budget | Final Budget |
|-----------------|--|-------------------|-------------|-----------------|--------------|
| 01-4235         | Health and Safety                      | 4,060.00          | 4,058.37    | 5,400.00        | 5,400.00     |
| 01-4299         | Municipal Office Building              | 61,450.00         | 55,115.78   | 66,969.00       | 66,969.00    |
| 01-4700         | General Municipal Buildings/Facilities | 121,200.00        | 92,198.54   | 123,760.00      | 123,760.00   |
| 01-4711         | Maple Leaf Park                        | 75,925.00         | 57,627.69   | 75,025.00       | 75,025.00    |
| 01-4712         | Medd's Mountain & Needler's Mill       | 3,000.00          | 0.00        | 1,000.00        | 1,000.00     |
| 01-4714         | Parks and Property                     | 107,300.00        | 102,691.11  | 112,500.00      | 112,500.00   |
| 01-4716         | Whitfield Landing                      | 1,500.00          | 0.00        | 1,000.00        | 1,000.00     |
| 01-4718         | 2004 Ford Ranger                       | 2,690.00          | 2,200.97    | 2,820.00        | 2,820.00     |
| 01-4719         | 2009 Chev Sliverado                    | 3,480.00          | 3,336.04    | 3,620.00        | 3,620.00     |
| 01-4720         | 1256 Syer Line                         | 600.00            | 560.61      | 600.00          | 600.00       |
| 01-4721         | Millbrook Yard                         | 8,325.00          | 5,856.40    | 12,225.00       | 12,225.00    |
| 01-4722         | Bruce Johnston Library                 | 5,075.00          | 10,686.16   | 5,650.00        | 5,650.00     |
| 01-4723         | Old Millbrook School                   | 44,080.00         | 45,960.14   | 50,210.00       | 50,210.00    |
| 01-4724         | Lions Den                              | 3,075.00          | 2,287.20    | 2,825.00        | 2,825.00     |
| 01-4725         | Massey 23GL Tractor                    | 600.00            | 381.64      | 750.00          | 750.00       |
| 01-4727         | 2014 Dodge Ram                         | 4,200.00          | 3,920.46    | 4,300.00        | 4,300.00     |
| 01-4731         | Millbrook Arena                        | 141,730.00        | 170,725.50  | 151,682.00      | 151,682.00   |
| 01-4732         | Olympia Resurfacer                     | 3,600.00          | 3,515.39    | 4,000.00        | 4,000.00     |
| Total Revenues: |  | -216,801.17       | -187,710.04 | -186,000.00     | -186,000.00  |
| Total Expenses: |  | 808,691.17        | 748,832.04  | 810,336.00      | 810,336.00   |
| Report Net:     |  | 591,890.00        | 561,122.00  | 624,336.00      | 624,336.00   |

## General Ledger

### Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account         | Description                            | 2015 Total Budget | 2015 Actual | Proposed Budget | Final Budget |
|-----------------|--|-------------------|-------------|-----------------|--------------|
| 01-4190         | Administrative Expense Other           | 28,200.00         | 23,961.40   | 28,000.00       | 28,000.00    |
| 01-4195         | Administrative Expense - Misc. Revenue | -72,750.00        | -87,042.79  | -72,500.00      | -72,500.00   |
| 01-4210         | Office of the CAO                      | 274,170.00        | 249,413.42  | 246,825.00      | 246,825.00   |
| 01-4780         | Economic Development Administration    | 131,620.00        | 105,449.43  | 133,796.00      | 133,796.00   |
| Total Revenues: |  | -73,220.00        | -46,242.32  | -114,500.00     | -114,500.00  |
| Total Expenses: |  | 434,460.00        | 338,023.78  | 450,621.00      | 450,621.00   |
| Report Net:     |  | 361,240.00        | 291,781.46  | 336,121.00      | 336,121.00   |

## General Ledger

### Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account         | Description                       | 2015 Total Budget | 2015 Actual | Proposed Budget | Final Budget |
|-----------------|-----------------------------------|-------------------|-------------|-----------------|--------------|
| 01-4220         | Office of the Clerk - Secretariat | 234,490.00        | 223,097.12  | 236,116.00      | 236,116.00   |
| 01-4222         | Freedom of Information (FOI)      | 0.00              | -183.73     |                 |              |
| 01-4223         | Marriage / Civil Licencing        | -1,540.00         | -3,535.00   | -1,750.00       | -1,750.00    |
| 01-4225         | Elections                         | 10,000.00         | 10,000.00   | 10,000.00       | 10,000.00    |
| 01-4230         | Dog Control                       | 10,400.00         | 7,704.37    | 12,050.00       | 12,050.00    |
| 01-4240         | Livestock Loss                    | 1,600.00          | 349.90      | 1,350.00        | 1,350.00     |
| 01-4913         | Accessibiity Plan                 | 0.00              | 0.00        | 1,000.00        | 1,000.00     |
| Total Revenues: |                                   | -16,380.00        | -19,583.97  | -15,425.00      | -15,425.00   |
| Total Expenses: |                                   | 271,330.00        | 257,016.63  | 274,191.00      | 274,191.00   |
| Report Net:     |                                   | 254,950.00        | 237,432.66  | 258,766.00      | 258,766.00   |



# General Ledger

## Expense Only Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account                                  | Description                      | 2015 Total Budget | 2015 Actual      | Proposed Budget  | Final Budget     |
|--|----------------------------------|-------------------|------------------|------------------|------------------|
| <b>Fund: 01 General</b>                  |                                  |                   |                  |                  |                  |
| <b>4010 Council - Mayor</b>              |                                  |                   |                  |                  |                  |
| <b>Expense</b>                           |                                  |                   |                  |                  |                  |
| 01-4010-1000                             | Council Wages                    | 37,394.00         | 36,335.30        | 38,142.00        | 38,142.00        |
| 01-4010-1120                             | Benefits – CPP                   | 1,122.00          | 994.71           | 1,100.00         | 1,100.00         |
| 01-4010-1130                             | Benefits – EHT                   | 495.00            | 550.13           | 490.00           | 490.00           |
| 01-4010-1155                             | Manulife Group Benefits          | 5,700.00          | 1,039.56         | 5,300.00         | 5,300.00         |
| 01-4010-1180                             | Benefits - Other                 | 62.00             | 41.47            | 62.00            | 62.00            |
| 01-4010-3000                             | Allocated Expenses               | 4,490.00          | 0.00             | 4,490.00         | 4,490.00         |
| 01-4010-3050                             | Council Accomod/Travel/Meals/    | 0.00              | 1,662.49         |                  |                  |
| 01-4010-3065                             | Council Mileage - Reeve          | 0.00              | 429.92           |                  |                  |
| 01-4010-3075                             | Council Seminars & Conference    | 0.00              | 1,154.97         |                  |                  |
| 01-4010-3435                             | Materials and Supplies           | 0.00              | 86.50            |                  |                  |
| 01-4010-3440                             | Council Exp. - Public./Subscript | 0.00              | 55.97            |                  |                  |
| 01-4010-3510                             | Cell Phone Service               | 510.00            | 467.50           | 510.00           | 510.00           |
| <b>Total Expense</b>                     |                                  | <b>49,773.00</b>  | <b>42,818.52</b> | <b>50,094.00</b> | <b>50,094.00</b> |
| <b>Total 4010 Council - Mayor</b>        |                                  | <b>49,773.00</b>  | <b>42,818.52</b> | <b>50,094.00</b> | <b>50,094.00</b> |
| <b>4011 Council - Deputy Mayor</b>       |                                  |                   |                  |                  |                  |
| <b>Expense</b>                           |                                  |                   |                  |                  |                  |
| 01-4011-1000                             | Council Wages                    | 24,911.00         | 25,967.38        | 25,408.00        | 25,408.00        |
| 01-4011-1120                             | Benefits – CPP                   | 714.00            | 729.71           | 680.00           | 680.00           |
| 01-4011-1130                             | Benefits – EHT                   | 332.00            | 265.73           | 330.00           | 330.00           |
| 01-4011-1155                             | Manulife Group Benefits          | 5,100.00          | 7,479.34         | 4,800.00         | 4,800.00         |
| 01-4011-1180                             | Benefits - Other                 | 62.00             | 41.47            | 62.00            | 62.00            |
| 01-4011-3000                             | Allocated Expenses               | 4,490.00          | 0.00             | 4,490.00         | 4,490.00         |
| 01-4011-3050                             | Council Accomod/Travel/Meals/    | 0.00              | 1,883.99         |                  |                  |
| 01-4011-3065                             | Council Mileage - Deputy Reeve   | 0.00              | 178.30           |                  |                  |
| 01-4011-3075                             | Council Seminars & Conference    | 0.00              | 1,112.66         |                  |                  |
| 01-4011-3435                             | Materials and Supplies           | 0.00              | 0.00             |                  |                  |
| 01-4011-3440                             | Council Exp. - Public./Subscript | 0.00              | 0.00             |                  |                  |
| 01-4011-3510                             | Cellular Service                 | 510.00            | 702.97           | 510.00           | 510.00           |
| <b>Total Expense</b>                     |                                  | <b>36,119.00</b>  | <b>38,361.55</b> | <b>36,280.00</b> | <b>36,280.00</b> |
| <b>Total 4011 Council - Deputy Mayor</b> |                                  | <b>36,119.00</b>  | <b>38,361.55</b> | <b>36,280.00</b> | <b>36,280.00</b> |
| <b>4012 Council - Cavan Ward</b>         |                                  |                   |                  |                  |                  |
| <b>Expense</b>                           |                                  |                   |                  |                  |                  |
| 01-4012-1000                             | Council Wages                    | 18,727.00         | 18,725.76        | 19,101.00        | 19,101.00        |
| 01-4012-1120                             | Benefits – CPP                   | 449.00            | 449.31           | 470.00           | 470.00           |
| 01-4012-1130                             | Benefits – EHT                   | 250.00            | 245.28           | 250.00           | 250.00           |
| 01-4012-1155                             | Manulife Group Benefits          | 2,550.00          | 2,670.15         | 2,300.00         | 2,300.00         |
| 01-4012-1180                             | Benefits - Other                 | 62.00             | 41.47            | 62.00            | 62.00            |
| 01-4012-3000                             | Allocated Expenses               | 6,890.00          | 0.00             | 4,490.00         | 4,490.00         |
| 01-4012-3050                             | Council Accomod/Travel/Meals/    | 0.00              | 1,040.77         |                  |                  |
| 01-4012-3065                             | Council Mileage - Cavan Ward     | 0.00              | 0.00             |                  |                  |
| 01-4012-3075                             | Council Seminars & Conference    | 0.00              | 1,385.31         |                  |                  |
| 01-4012-3435                             | Materials and Supplies           | 0.00              | 86.50            |                  |                  |

## General Ledger

### Expense Only Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account   | Description                      | 2015 Total Budget | 2015 Actual      | Proposed Budget  | Final Budget     |
|---|----------------------------------|-------------------|------------------|------------------|------------------|
| 01-4012-3440                                    | Council Exp. - Public./Subscript | 0.00              | 0.00             |                  |                  |
| 01-4012-3510                                    | Cellular Service                 | 510.00            | 617.69           | 510.00           | 510.00           |
| <b>Total Expense</b>                            |                                  | <b>29,438.00</b>  | <b>25,262.24</b> | <b>27,183.00</b> | <b>27,183.00</b> |
| <b>Total 4012 Council - Cavan Ward</b>          |                                  | <b>29,438.00</b>  | <b>25,262.24</b> | <b>27,183.00</b> | <b>27,183.00</b> |
| <br>  |                                  |                   |                  |                  |                  |
| <b>4013 Council - North Monaghan Ward</b>       |                                  |                   |                  |                  |                  |
| <b>Expense</b>                                  |                                  |                   |                  |                  |                  |
| 01-4013-1000                                    | Council Wages                    | 18,727.00         | 18,725.76        | 19,101.00        | 19,101.00        |
| 01-4013-1120                                    | Benefits – CPP                   | 449.00            | 449.31           | 470.00           | 470.00           |
| 01-4013-1130                                    | Benefits – EHT                   | 250.00            | 245.28           | 250.00           | 250.00           |
| 01-4013-1155                                    | Manulife Group Benefits          | 2,550.00          | 2,464.56         | 2,300.00         | 2,300.00         |
| 01-4013-1180                                    | Benefits - Other                 | 62.00             | 41.47            | 62.00            | 62.00            |
| 01-4013-3000                                    | Allocated Expenses               | 6,890.00          | 0.00             | 4,490.00         | 4,490.00         |
| 01-4013-3050                                    | Council Accomod/Travel/Meals/    | 0.00              | 2,242.24         |                  |                  |
| 01-4013-3065                                    | Council Mileage - North Monagl   | 0.00              | 429.92           |                  |                  |
| 01-4013-3075                                    | Council Seminars & Conference    | 0.00              | 2,679.87         |                  |                  |
| 01-4013-3435                                    | Materials and Supplies           | 0.00              | 22.18            |                  |                  |
| 01-4013-3440                                    | Council Exp. - Public./Subscript | 0.00              | 0.00             |                  |                  |
| 01-4013-3510                                    | Cell Phone Expense Reimburse     | 510.00            | 614.53           | 510.00           | 510.00           |
| <b>Total Expense</b>                            |                                  | <b>29,438.00</b>  | <b>27,915.12</b> | <b>27,183.00</b> | <b>27,183.00</b> |
| <b>Total 4013 Council - North Monaghan Ward</b> |                                  | <b>29,438.00</b>  | <b>27,915.12</b> | <b>27,183.00</b> | <b>27,183.00</b> |
| <br>  |                                  |                   |                  |                  |                  |
| <b>4014 Council - Millbrook Ward</b>            |                                  |                   |                  |                  |                  |
| <b>Expense</b>                                  |                                  |                   |                  |                  |                  |
| 01-4014-1000                                    | Council Wages                    | 18,727.00         | 18,725.76        | 19,101.00        | 19,101.00        |
| 01-4014-1120                                    | Benefits – CPP                   | 449.00            | 449.31           | 470.00           | 470.00           |
| 01-4014-1130                                    | Benefits – EHT                   | 250.00            | 245.28           | 250.00           | 250.00           |
| 01-4014-1155                                    | Manulife Group Benefits          | 4,800.00          | 5,139.96         | 4,600.00         | 4,600.00         |
| 01-4014-1180                                    | Benefits - Other                 | 62.00             | 41.47            | 62.00            | 62.00            |
| 01-4014-3000                                    | Allocated Expenses               | 6,890.00          | 0.00             | 4,490.00         | 4,490.00         |
| 01-4014-3050                                    | Council Accomod/Travel/Meals/    | 0.00              | 3,087.44         |                  |                  |
| 01-4014-3065                                    | Council Mileage - Millbrook Wai  | 0.00              | 494.28           |                  |                  |
| 01-4014-3075                                    | Council Seminars & Conference    | 0.00              | 1,887.65         |                  |                  |
| 01-4014-3435                                    | Materials and Supplies           | 0.00              | 86.50            |                  |                  |
| 01-4014-3440                                    | Council Exp. - Public./Subscrip  | 0.00              | 0.00             |                  |                  |
| 01-4014-3510                                    | Cellular Service                 | 510.00            | 655.74           | 510.00           | 510.00           |
| <b>Total Expense</b>                            |                                  | <b>31,688.00</b>  | <b>30,813.39</b> | <b>29,483.00</b> | <b>29,483.00</b> |
| <b>Total 4014 Council - Millbrook Ward</b>      |                                  | <b>31,688.00</b>  | <b>30,813.39</b> | <b>29,483.00</b> | <b>29,483.00</b> |

## General Ledger

### Expense Only Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account         | Description                   | 2015 Total Budget | 2015 Actual | Proposed Budget | Final Budget |
|-----------------|-------------------------------|-------------------|-------------|-----------------|--------------|
| 01-4010         | Council - Mayor               | 49,773.00         | 42,818.52   | 50,094.00       | 50,094.00    |
| 01-4011         | Council - Deputy Mayor        | 36,119.00         | 38,361.55   | 36,280.00       | 36,280.00    |
| 01-4012         | Council - Cavan Ward          | 29,438.00         | 25,262.24   | 27,183.00       | 27,183.00    |
| 01-4013         | Council - North Monaghan Ward | 29,438.00         | 27,915.12   | 27,183.00       | 27,183.00    |
| 01-4014         | Council - Millbrook Ward      | 31,688.00         | 30,813.39   | 29,483.00       | 29,483.00    |
| Total Revenues: |                               | 0.00              | 0.00        |                 |              |
| Total Expenses: |                               | 176,456.00        | 165,170.82  | 170,223.00      | 170,223.00   |
| Report Net:     |                               | 176,456.00        | 165,170.82  | 170,223.00      | 170,223.00   |

## General Ledger

### Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account         | Description  | 2015 Total Budget | 2015 Actual | Proposed Budget | Final Budget |
|-----------------|--|-------------------|-------------|-----------------|--------------|
| 01-4120         | Library Board Requisition                          | 242,991.00        | 242,994.40  | 248,400.00      | 248,400.00   |
| 01-4130         | Ganaraska Conservation Authority Requisition       | 3,524.00          | 3,523.27    | 3,650.00        | 3,650.00     |
| 01-4131         | Kawartha Conservation Authority Requisition        | 4,761.00          | 4,761.00    | 4,883.00        | 4,883.00     |
| 01-4132         | Otonabee Region Conservation Authority Requisition | 68,110.00         | 68,676.75   | 64,660.00       | 64,660.00    |
| 01-4713         | Millbrook Valley Trails                            | 5,900.00          | 5,205.65    | 6,300.00        | 6,300.00     |
| 01-4927         | Downtown Revitalization Committee                  | 5,000.00          | 4,954.85    | 4,000.00        | 4,000.00     |
| Total Revenues: |  | -15,850.00        | -9,346.61   | -17,540.00      | -17,540.00   |
| Total Expenses: |  | 346,136.00        | 339,462.53  | 349,433.00      | 349,433.00   |
| Report Net:     |  | 330,286.00        | 330,115.92  | 331,893.00      | 331,893.00   |

## General Ledger

### Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account         | Description                                  | 2015 Total Budget | 2015 Actual | Proposed Budget | Final Budget |
|-----------------|--|-------------------|-------------|-----------------|--------------|
| 01-4070         | Information Technology/Telecommunication     | 102,350.00        | 104,487.55  | 93,482.00       | 93,482.00    |
| 01-4112         | Low Income Disabled Refund                   | 1,100.00          | 920.51      | 1,500.00        | 1,500.00     |
| 01-4140         | Millbrook Business Improvement Area          | 0.00              | 0.08        |                 |              |
| 01-4150         | Working Capital Interest                     | -21,300.00        | -16,618.46  |                 |              |
| 01-4170         | Corporate Insurance                          | 0.00              | 0.00        |                 |              |
| 01-4171         | Cavan Monaghan Self Insurance                | 5,000.00          | 6,333.18    | 5,000.00        | 5,000.00     |
| 01-4175         | Retirement - Corporate Administered Benefits | 9,400.00          | 7,999.05    | 9,200.00        | 9,200.00     |
| 01-4180         | Administrative Expense Corporate Memberships | 2,700.00          | 2,689.94    | 2,900.00        | 2,900.00     |
| 01-4250         | Finance                                      | 306,895.00        | 276,840.05  | 314,828.00      | 314,828.00   |
| 01-4255         | Tax Collections, Arrears & Doubtful Accounts | 5,500.00          | 4,756.91    | 4,900.00        | 4,900.00     |
| 01-8000         | Cavan Monaghan Own Taxation                  | -142,125.00       | -161,888.23 | -157,000.00     | -157,000.00  |
| 01-8020         | Cavan Monaghan Own Taxation Write-Off        | 0.00              | 0.00        |                 |              |
| Total Revenues: |  | -273,855.00       | -261,875.82 | -243,500.00     | -243,500.00  |
| Total Expenses: |  | 543,375.00        | 487,396.40  | 518,310.00      | 518,310.00   |
| Report Net:     |  | 269,520.00        | 225,520.58  | 274,810.00      | 274,810.00   |

# General Ledger

## Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account         | Description                   | 2015 Total Budget | 2015 Actual  | Proposed Budget | Final Budget |
|-----------------|-------------------------------|-------------------|--------------|-----------------|--------------|
| 01-4300         | Police Services Board         | 4,300.00          | 0.00         |                 |              |
| 01-4310         | Police Services Contract      | 1,302,880.00      | 1,301,998.72 | 1,108,118.00    | 1,108,118.00 |
| 01-4320         | Community Policing/Ride Grant | -2,400.00         | -11,797.69   | 2,860.00        | 2,860.00     |
| Total Revenues: |                               | -21,035.00        | -22,616.85   | -100,482.00     | -100,482.00  |
| Total Expenses: |                               | 1,325,815.00      | 1,312,817.88 | 1,211,460.00    | 1,211,460.00 |
| Report Net:     |                               | 1,304,780.00      | 1,290,201.03 | 1,110,978.00    | 1,110,978.00 |

# General Ledger

## Revenue and Expense Working Current Budget Report

Up To Period 12 Accounts: 01-456?-???? by Department

| Account                                   | Description                     | 2015 Total Budget | 2015 Actual      | Proposed Budget  | Final Budget     |
|---|---------------------------------|-------------------|------------------|------------------|------------------|
| <b>Fund: 01 General</b>                   |                                 |                   |                  |                  |                  |
| <b>4560 Solar - 920 Larmer Line</b>       |                                 |                   |                  |                  |                  |
| <b>Revenue</b>                            |                                 |                   |                  |                  |                  |
| 01-4560-9022                              | Transfer from Asset Replaceme   | 0.00              | 0.00             |                  |                  |
| 01-4560-9097                              | Transfer to Solar Disposal Rese | 500.00            | 500.00           | 500.00           | 500.00           |
| 01-4560-9111                              | Solar Revenues                  | -8,377.00         | -8,260.11        | -8,382.00        | -8,382.00        |
| 01-4560-9140                              | Interdepartmental Revenue Rec   | 0.00              | 0.00             |                  |                  |
| <b>Total Revenue</b>                      |                                 | <b>-7,877.00</b>  | <b>-7,760.11</b> | <b>-7,882.00</b> | <b>-7,882.00</b> |
| <b>Expense</b>                            |                                 |                   |                  |                  |                  |
| 01-4560-3220                              | Equipment Maintenance           | 420.00            | 407.04           | 420.00           | 420.00           |
| 01-4560-3510                              | Data Monitoring Service         | 185.00            | 183.12           | 185.00           | 185.00           |
| 01-4560-3790                              | Hydro                           | 100.00            | 65.88            | 105.00           | 105.00           |
| 01-4560-6510                              | Solar Power Loan (P&I) Expens   | 7,172.00          | 7,172.83         | 7,172.00         | 7,172.00         |
| <b>Total Expense</b>                      |                                 | <b>7,877.00</b>   | <b>7,828.87</b>  | <b>7,882.00</b>  | <b>7,882.00</b>  |
| <b>Total 4560 Solar - 920 Larmer Line</b> |                                 | <b>0.00</b>       | <b>68.76</b>     |                  |                  |
| <b>4561 Solar - 1256 Syer Line</b>        |                                 |                   |                  |                  |                  |
| <b>Revenue</b>                            |                                 |                   |                  |                  |                  |
| 01-4561-9022                              | Transfer from Asset Replaceme   | 0.00              | 0.00             |                  |                  |
| 01-4561-9097                              | Transfer to Solar Disposal Rese | 500.00            | 500.00           | 500.00           | 500.00           |
| 01-4561-9111                              | Solar Revenues                  | -8,377.00         | -7,657.14        | -8,382.00        | -8,382.00        |
| 01-4561-9140                              | Interdepartmental Revenue Rec   | 0.00              | 0.00             |                  |                  |
| <b>Total Revenue</b>                      |                                 | <b>-7,877.00</b>  | <b>-7,157.14</b> | <b>-7,882.00</b> | <b>-7,882.00</b> |
| <b>Expense</b>                            |                                 |                   |                  |                  |                  |
| 01-4561-3220                              | Equipment Maintenance           | 420.00            | 407.04           | 420.00           | 420.00           |
| 01-4561-3510                              | Data Monitoring Service         | 185.00            | 183.12           | 185.00           | 185.00           |
| 01-4561-3790                              | Hydro                           | 100.00            | 65.88            | 105.00           | 105.00           |
| 01-4561-6510                              | Solar Power Loan (P&I) Expens   | 7,172.00          | 7,172.83         | 7,172.00         | 7,172.00         |
| <b>Total Expense</b>                      |                                 | <b>7,877.00</b>   | <b>7,828.87</b>  | <b>7,882.00</b>  | <b>7,882.00</b>  |
| <b>Total 4561 Solar - 1256 Syer Line</b>  |                                 | <b>0.00</b>       | <b>671.73</b>    |                  |                  |
| <b>4562 Solar - 1470 County Rd. 10</b>    |                                 |                   |                  |                  |                  |
| <b>Revenue</b>                            |                                 |                   |                  |                  |                  |
| 01-4562-9022                              | Transfer from Asset Replaceme   | 0.00              | 0.00             |                  |                  |
| 01-4562-9097                              | Transfer to Solar Disposal Rese | 250.00            | 250.00           | 250.00           | 250.00           |
| 01-4562-9111                              | Solar Revenues                  | -8,127.00         | -7,836.91        | -8,132.00        | -8,132.00        |
| 01-4562-9140                              | Interdepartmental Revenue Rec   | 0.00              | 0.00             |                  |                  |
| <b>Total Revenue</b>                      |                                 | <b>-7,877.00</b>  | <b>-7,586.91</b> | <b>-7,882.00</b> | <b>-7,882.00</b> |
| <b>Expense</b>                            |                                 |                   |                  |                  |                  |
| 01-4562-3220                              | Equipment Maintenance           | 420.00            | 407.04           | 420.00           | 420.00           |
| 01-4562-3510                              | Data Monitoring Service         | 185.00            | 183.12           | 185.00           | 185.00           |

# General Ledger

## Revenue and Expense Working Current Budget Report

Up To Period 12 Accounts: 01-456?-???? by Department

| Account                                      | Description                     | 2015 Total Budget | 2015 Actual      | Proposed Budget  | Final Budget     |
|--|---------------------------------|-------------------|------------------|------------------|------------------|
| 01-4562-3790                                 | Hydro                           | 100.00            | 65.88            | 105.00           | 105.00           |
| 01-4562-6510                                 | Solar Power Loan (P&I) Expens   | 7,172.00          | 7,172.83         | 7,172.00         | 7,172.00         |
| <b>Total Expense</b>                         |                                 | <b>7,877.00</b>   | <b>7,828.87</b>  | <b>7,882.00</b>  | <b>7,882.00</b>  |
| <b>Total 4562 Solar - 1470 County Rd. 10</b> |                                 | <b>0.00</b>       | <b>241.96</b>    |                  |                  |
| <br>   |                                 |                   |                  |                  |                  |
| <b>4563 Solar - 25 Centennial Lane</b>       |                                 |                   |                  |                  |                  |
| <b>Revenue</b>                               |                                 |                   |                  |                  |                  |
| 01-4563-9022                                 | Transfer from Asset Replaceme   | 0.00              | 0.00             |                  |                  |
| 01-4563-9097                                 | Transfer to Solar Disposal Rese | 250.00            | 250.00           | 250.00           | 250.00           |
| 01-4563-9111                                 | Solar Revenues                  | -8,127.00         | -5,139.75        | -8,132.00        | -8,132.00        |
| 01-4563-9140                                 | Interdepartmental Revenue Rec   | 0.00              | 0.00             |                  |                  |
| <b>Total Revenue</b>                         |                                 | <b>-7,877.00</b>  | <b>-4,889.75</b> | <b>-7,882.00</b> | <b>-7,882.00</b> |
| <br>   |                                 |                   |                  |                  |                  |
| <b>Expense</b>                               |                                 |                   |                  |                  |                  |
| 01-4563-3220                                 | Equipment Maintenance           | 420.00            | 407.04           | 420.00           | 420.00           |
| 01-4563-3510                                 | Data Monitoring Service         | 185.00            | 183.12           | 185.00           | 185.00           |
| 01-4563-3790                                 | Hydro                           | 100.00            | 65.88            | 105.00           | 105.00           |
| 01-4563-6510                                 | Solar Power Loan (P&I) Expens   | 7,172.00          | 7,172.83         | 7,172.00         | 7,172.00         |
| <b>Total Expense</b>                         |                                 | <b>7,877.00</b>   | <b>7,828.87</b>  | <b>7,882.00</b>  | <b>7,882.00</b>  |
| <b>Total 4563 Solar - 25 Centennial Lane</b> |                                 | <b>0.00</b>       | <b>2,939.12</b>  |                  |                  |
| <br>   |                                 |                   |                  |                  |                  |
| <b>4564 Solar - 988 County Rd. 10</b>        |                                 |                   |                  |                  |                  |
| <b>Revenue</b>                               |                                 |                   |                  |                  |                  |
| 01-4564-9022                                 | Transfer from Asset Replaceme   | 0.00              | 0.00             |                  |                  |
| 01-4564-9097                                 | Transfer to Solar Disposal Rese | 250.00            | 250.00           | 250.00           | 250.00           |
| 01-4564-9111                                 | Solar Revenues                  | -8,127.00         | -6,572.65        | -8,132.00        | -8,132.00        |
| 01-4564-9140                                 | Interdepartmental Revenue Rec   | 0.00              | 0.00             |                  |                  |
| <b>Total Revenue</b>                         |                                 | <b>-7,877.00</b>  | <b>-6,322.65</b> | <b>-7,882.00</b> | <b>-7,882.00</b> |
| <br>   |                                 |                   |                  |                  |                  |
| <b>Expense</b>                               |                                 |                   |                  |                  |                  |
| 01-4564-3220                                 | Equipment Maintenance           | 420.00            | 0.00             | 420.00           | 420.00           |
| 01-4564-3510                                 | Data Monitoring Service         | 185.00            | 183.12           | 185.00           | 185.00           |
| 01-4564-3790                                 | Hydro                           | 100.00            | 65.88            | 105.00           | 105.00           |
| 01-4564-6510                                 | Solar Power Loan (P&I) Expens   | 7,172.00          | 7,172.83         | 7,172.00         | 7,172.00         |
| <b>Total Expense</b>                         |                                 | <b>7,877.00</b>   | <b>7,421.83</b>  | <b>7,882.00</b>  | <b>7,882.00</b>  |
| <b>Total 4564 Solar - 988 County Rd. 10</b>  |                                 | <b>0.00</b>       | <b>1,099.18</b>  |                  |                  |
| <br>   |                                 |                   |                  |                  |                  |
| <b>4565 Solar - 415 County Rd. 21</b>        |                                 |                   |                  |                  |                  |
| <b>Revenue</b>                               |                                 |                   |                  |                  |                  |
| 01-4565-9022                                 | Transfer from Asset Replaceme   | 0.00              | 0.00             |                  |                  |
| 01-4565-9097                                 | Transfer to Solar Disposal Rese | 250.00            | 250.00           | 250.00           | 250.00           |
| 01-4565-9111                                 | Solar Revenues                  | -8,127.00         | -6,628.75        | -8,132.00        | -8,132.00        |
| 01-4565-9140                                 | Interdepartmental Revenue Rec   | 0.00              | 0.00             |                  |                  |



# General Ledger

## Revenue and Expense Working Current Budget Report

Up To Period 12 Accounts: 01-456?-???? by Department

| Account   | Description                     | 2015 Total Budget | 2015 Actual | Proposed Budget | Final Budget |
|---|---------------------------------|-------------------|-------------|-----------------|--------------|
| <b>Total Revenue</b>                              |                                 | -7,877.00         | -6,378.75   | -7,882.00       | -7,882.00    |
| <b>Expense</b>                                    |                                 |                   |             |                 |              |
| 01-4565-3220                                      | Equipment Maintenance           | 420.00            | 987.07      | 420.00          | 420.00       |
| 01-4565-3510                                      | Data Monitoring Service         | 185.00            | 183.12      | 185.00          | 185.00       |
| 01-4565-3790                                      | Hydro                           | 100.00            | 65.88       | 105.00          | 105.00       |
| 01-4565-6510                                      | Solar Power Loan (P&I) Expens   | 7,172.00          | 7,172.83    | 7,172.00        | 7,172.00     |
| <b>Total Expense</b>                              |                                 | 7,877.00          | 8,408.90    | 7,882.00        | 7,882.00     |
| <b>Total 4565 Solar - 415 County Rd. 21</b>       |                                 | 0.00              | 2,030.15    |                 |              |
| <b>4566 Solar - Tapley 1/4 Line</b>               |                                 |                   |             |                 |              |
| <b>Revenue</b>                                    |                                 |                   |             |                 |              |
| 01-4566-9022                                      | Transfer from Asset Replaceme   | 0.00              | 0.00        |                 |              |
| 01-4566-9097                                      | Transfer to Solar Disposal Rese | 250.00            | 250.00      | 250.00          | 250.00       |
| 01-4566-9111                                      | Solar Revenues                  | -8,127.00         | -6,963.39   | -8,132.00       | -8,132.00    |
| 01-4566-9140                                      | Interdepartmental Revenue Rec   | 0.00              | 0.00        |                 |              |
| <b>Total Revenue</b>                              |                                 | -7,877.00         | -6,713.39   | -7,882.00       | -7,882.00    |
| <b>Expense</b>                                    |                                 |                   |             |                 |              |
| 01-4566-3220                                      | Equipment Maintenance           | 420.00            | 407.04      | 420.00          | 420.00       |
| 01-4566-3510                                      | Data Monitoring Service         | 185.00            | 183.12      | 185.00          | 185.00       |
| 01-4566-3790                                      | Hydro                           | 100.00            | 65.88       | 105.00          | 105.00       |
| 01-4566-6510                                      | Solar Power Loan (P&I) Expens   | 7,172.00          | 7,172.83    | 7,172.00        | 7,172.00     |
| <b>Total Expense</b>                              |                                 | 7,877.00          | 7,828.87    | 7,882.00        | 7,882.00     |
| <b>Total 4566 Solar - Tapley 1/4 Line</b>         |                                 | 0.00              | 1,115.48    |                 |              |
| <b>4567 Solar - 1047 Mount Pleasant Rd.</b>       |                                 |                   |             |                 |              |
| <b>Revenue</b>                                    |                                 |                   |             |                 |              |
| 01-4567-9022                                      | Transfer from Asset Replaceme   | 0.00              | 0.00        |                 |              |
| 01-4567-9097                                      | Transfer to Solar Disposal Rese | 250.00            | 250.00      | 250.00          | 250.00       |
| 01-4567-9111                                      | Solar Revenues                  | -8,127.00         | -7,693.18   | -8,132.00       | -8,132.00    |
| 01-4567-9140                                      | Interdepartmental Revenue Rec   | 0.00              | 0.00        |                 |              |
| <b>Total Revenue</b>                              |                                 | -7,877.00         | -7,443.18   | -7,882.00       | -7,882.00    |
| <b>Expense</b>                                    |                                 |                   |             |                 |              |
| 01-4567-3220                                      | Equipment Maintenance           | 420.00            | 407.04      | 420.00          | 420.00       |
| 01-4567-3510                                      | Data Monitoring Service         | 185.00            | 183.12      | 185.00          | 185.00       |
| 01-4567-3790                                      | Hydro                           | 100.00            | 62.40       | 105.00          | 105.00       |
| 01-4567-6510                                      | Solar Power Loan (P&I) Expens   | 7,172.00          | 7,172.83    | 7,172.00        | 7,172.00     |
| <b>Total Expense</b>                              |                                 | 7,877.00          | 7,825.39    | 7,882.00        | 7,882.00     |
| <b>Total 4567 Solar - 1047 Mount Pleasant Rd.</b> |                                 | 0.00              | 382.21      |                 |              |

# General Ledger

## Revenue and Expense Working Current Budget Report

Up To Period 12 Accounts: 01-456?-???? by Department

| Account         | Description                     | 2015 Total Budget | 2015 Actual | Proposed Budget | Final Budget |
|-----------------|---------------------------------|-------------------|-------------|-----------------|--------------|
| 01-4560         | Solar - 920 Larmer Line         | 0.00              | 68.76       |                 |              |
| 01-4561         | Solar - 1256 Syer Line          | 0.00              | 671.73      |                 |              |
| 01-4562         | Solar - 1470 County Rd. 10      | 0.00              | 241.96      |                 |              |
| 01-4563         | Solar - 25 Centennial Lane      | 0.00              | 2,939.12    |                 |              |
| 01-4564         | Solar - 988 County Rd. 10       | 0.00              | 1,099.18    |                 |              |
| 01-4565         | Solar - 415 County Rd. 21       | 0.00              | 2,030.15    |                 |              |
| 01-4566         | Solar - Tapley 1/4 Line         | 0.00              | 1,115.48    |                 |              |
| 01-4567         | Solar - 1047 Mount Pleasant Rd. | 0.00              | 382.21      |                 |              |
| Total Revenues: |                                 | -63,016.00        | -54,251.88  | -63,056.00      | -63,056.00   |
| Total Expenses: |                                 | 63,016.00         | 62,800.47   | 63,056.00       | 63,056.00    |
| Report Net:     |                                 | 0.00              | 8,548.59    |                 |              |

# General Ledger

## Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account                                  | Description                  | 2015 Total Budget  | 2015 Actual        | Proposed Budget    | Final Budget       |
|--|------------------------------|--------------------|--------------------|--------------------|--------------------|
| <b>Fund: 01 Library Board General</b>    |                              |                    |                    |                    |                    |
| <b>4101 Capacity Funding Grant</b>       |                              |                    |                    |                    |                    |
| <b>Revenue</b>                           |                              |                    |                    |                    |                    |
| 01-4101-9431                             | Provincial Grant Revenue     | 0.00               | -6,335.00          | -2,875.00          | -2,875.00          |
| <b>Total Revenue</b>                     |                              | <b>0.00</b>        | <b>-6,335.00</b>   | <b>-2,875.00</b>   | <b>-2,875.00</b>   |
| <b>Expense</b>                           |                              |                    |                    |                    |                    |
| 01-4101-3070                             | Staff Training & Development | 0.00               | 762.07             |                    |                    |
| 01-4101-3305                             | e-resources                  | 0.00               | 0.00               | 2,875.00           | 2,875.00           |
| 01-4101-3307                             | Computer Hardware            | 0.00               | 2,715.45           |                    |                    |
| <b>Total Expense</b>                     |                              | <b>0.00</b>        | <b>3,477.52</b>    | <b>2,875.00</b>    | <b>2,875.00</b>    |
| <b>Total 4101 Capacity Funding Grant</b> |                              | <b>0.00</b>        | <b>-2,857.48</b>   |                    |                    |
| <b>4200 Library</b>                      |                              |                    |                    |                    |                    |
| <b>Revenue</b>                           |                              |                    |                    |                    |                    |
| 01-4200-9025                             | Transfer to/from reserve     | 0.00               | 0.00               | -1,169.11          | -1,169.11          |
| 01-4200-9100                             | Wage Subsidy/Grant           | 0.00               | 0.00               |                    |                    |
| 01-4200-9140                             | Miscellaneous Revenue        | -1,000.00          | -558.36            |                    |                    |
| 01-4200-9160                             | Fines                        | -3,000.00          | -2,627.65          | -3,000.00          | -3,000.00          |
| 01-4200-9162                             | Fax Revenue                  | -260.00            | -133.00            | -100.00            | -100.00            |
| 01-4200-9163                             | Book Revenue                 | -1,000.00          | -1,648.20          | -1,000.00          | -1,000.00          |
| 01-4200-9165                             | Programs                     | -1,500.00          | -1,512.55          | -1,500.00          | -1,500.00          |
| 01-4200-9166                             | Burn Permits                 | -500.00            | -489.00            | -500.00            | -500.00            |
| 01-4200-9173                             | Photocopier Revenue          | -1,390.00          | -1,111.00          | -1,200.00          | -1,200.00          |
| 01-4200-9174                             | Connectivity Reimbursement   | -850.00            | -611.55            | -816.00            | -816.00            |
| 01-4200-9175                             | Provincial Grants            | -13,690.00         | -13,690.00         | -13,690.00         | -13,690.00         |
| 01-4200-9176                             | Township of Cavan Monaghan I | -242,991.00        | -242,991.00        | -248,400.00        | -248,400.00        |
| 01-4200-9177                             | Pay Equity Grant             | -7,064.00          | -7,064.00          | -7,064.00          | -7,064.00          |
| 01-4200-9179                             | OLA Wage Grant               | -9,000.00          | -6,354.22          | -3,425.00          | -3,425.00          |
| 01-4200-9181                             | Investment Income            | 0.00               | -223.98            |                    |                    |
| 01-4200-9182                             | Fundraising                  | 0.00               | 0.00               |                    |                    |
| 01-4200-9183                             | Donations                    | -500.00            | -681.65            | -500.00            | -500.00            |
| 01-4200-9431                             | Canada Summer Jobs Grant     | -2,178.00          | -1,837.00          | -2,178.00          | -2,178.00          |
| <b>Total Revenue</b>                     |                              | <b>-284,923.00</b> | <b>-281,533.16</b> | <b>-284,542.11</b> | <b>-284,542.11</b> |
| <b>Expense</b>                           |                              |                    |                    |                    |                    |
| 01-4200-1050                             | Gross Wages - Permanent Staf | 166,879.00         | 136,345.98         | 162,731.99         | 162,731.99         |
| 01-4200-1055                             | Gross Wages - Summer / Casu  | 7,599.00           | 19,059.89          | 8,257.20           | 8,257.20           |
| 01-4200-1090                             | Gross Wages - Vacation Pay   | 316.00             | 11,619.74          | 330.29             | 330.29             |
| 01-4200-1105                             | Benefits - OMERS             | 12,098.00          | 11,214.48          | 12,106.11          | 12,106.11          |
| 01-4200-1110                             | Benefits - EI Premium        | 4,784.00           | 4,425.17           | 4,680.45           | 4,680.45           |
| 01-4200-1120                             | Benefits - CPP               | 7,343.00           | 7,322.40           | 7,484.72           | 7,484.72           |
| 01-4200-1130                             | Benefits - EHT               | 2,001.00           | 1,901.91           | 1,957.89           | 1,957.89           |
| 01-4200-1140                             | Benefits - WSIB              | 654.00             | 621.77             | 640.18             | 640.18             |
| 01-4200-1155                             | Benefits - Other             | 6,839.00           | 6,318.29           | 6,509.28           | 6,509.28           |
| 01-4200-3055                             | Hospitality                  | 500.00             | 423.30             | 500.00             | 500.00             |
| 01-4200-3065                             | Mileage Reimbursment/Travel  | 925.00             | 623.51             | 925.00             | 925.00             |

## General Ledger

### Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account                   | Description                    | 2015 Total Budget | 2015 Actual       | Proposed Budget   | Final Budget      |
|---------------------------|--------------------------------|-------------------|-------------------|-------------------|-------------------|
| 01-4200-3070              | Staff Training and Development | 1,500.00          | 1,280.04          | 1,500.00          | 1,500.00          |
| 01-4200-3120              | Audit Fees                     | 3,600.00          | 3,714.24          | 3,400.00          | 3,400.00          |
| 01-4200-3140              | Membership                     | 565.00            | 565.00            | 565.00            | 565.00            |
| 01-4200-3155              | Donation Expense               | 0.00              | 39.00             |                   |                   |
| 01-4200-3201              | Insurance                      | 9,800.00          | 10,346.61         | 11,540.00         | 11,540.00         |
| 01-4200-3205              | Software License and Support   | 3,000.00          | 4,291.51          | 3,500.00          | 3,500.00          |
| 01-4200-3217              | Equipment Rental/Leases        | 0.00              | 0.00              |                   |                   |
| 01-4200-3220              | Equipment Maintenance          | 1,500.00          | 1,041.41          | 1,500.00          | 1,500.00          |
| 01-4200-3240              | Movie Licenses                 | 382.00            | 381.60            | 382.00            | 382.00            |
| 01-4200-3305              | Electronic Resources           | 2,000.00          | 1,602.72          | 3,000.00          | 3,000.00          |
| 01-4200-3307              | Computer Hardware              | 2,000.00          | 1,949.96          | 2,000.00          | 2,000.00          |
| 01-4200-3310              | Office Equipment/Furniture     | 2,000.00          | 1,107.07          | 2,000.00          | 2,000.00          |
| 01-4200-3340              | Pools (DVD & LP)               | 865.00            | 859.68            | 860.00            | 860.00            |
| 01-4200-3420              | Office Supplies                | 1,500.00          | 1,429.52          | 1,500.00          | 1,500.00          |
| 01-4200-3421              | Programming Supplies           | 1,500.00          | 1,392.93          | 1,500.00          | 1,500.00          |
| 01-4200-3430              | Processing Supplies            | 1,110.00          | 1,036.85          | 1,110.00          | 1,110.00          |
| 01-4200-3440              | Books                          | 22,000.00         | 21,918.47         | 22,000.00         | 22,000.00         |
| 01-4200-3441              | Audio Visual materials         | 6,511.00          | 6,298.38          | 6,510.00          | 6,510.00          |
| 01-4200-3442              | Magazines/Newspapers           | 1,750.00          | 1,600.92          | 1,750.00          | 1,750.00          |
| 01-4200-3500              | Land Telephone                 | 3,500.00          | 2,886.44          | 3,500.00          | 3,500.00          |
| 01-4200-3710              | Janitorial Services            | 3,300.00          | 3,393.70          | 3,300.00          | 3,300.00          |
| 01-4200-3730              | Advertising                    | 400.00            | 168.27            | 400.00            | 400.00            |
| 01-4200-3745              | Postage/Courier                | 100.00            | 107.53            |                   |                   |
| 01-4200-3750              | Access Can Copy                | 102.00            | 101.76            | 102.00            | 102.00            |
| 01-4200-3790              | Hydro                          | 4,500.00          | 2,964.81          | 5,000.00          | 5,000.00          |
| 01-4200-4100              | Contracted Services            | 500.00            | 141.00            | 500.00            | 500.00            |
| 01-4200-5200              | Interest/Bank Charges          | 1,000.00          | 790.40            | 1,000.00          | 1,000.00          |
| 01-4200-5610              | Interdepartmental Charges/Fine | 0.00              | 0.00              |                   |                   |
| <b>Total Expense</b>      |                                | <b>284,923.00</b> | <b>271,286.26</b> | <b>284,542.11</b> | <b>284,542.11</b> |
| <b>Total 4200 Library</b> |                                | <b>0.00</b>       | <b>-10,246.90</b> |                   |                   |

# General Ledger

## Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account         | Description            | 2015 Total Budget | 2015 Actual | Proposed Budget | Final Budget |
|-----------------|------------------------|-------------------|-------------|-----------------|--------------|
| 01-4101         | Capacity Funding Grant | 0.00              | -2,857.48   |                 |              |
| 01-4200         | Library                | 0.00              | -10,246.90  |                 |              |
| Total Revenues: |                        | -284,923.00       | -287,868.16 | -287,417.11     | -287,417.11  |
| Total Expenses: |                        | 284,923.00        | 274,763.78  | 287,417.11      | 287,417.11   |
| Report Net:     |                        | 0.00              | -13,104.38  |                 |              |

**Cavan Environmental Rate 2016**

Final  
Schedule C

|  | RTC | RTQ | 2016 MPAC<br>Tax Roll | 2016 Tax<br>Ratio | 2016 Tax<br>Rate<br>Reduction | 2016 Weighted<br>Assessment | 2016 Cavan<br>Environmental<br>Rate | 2016 Taxes<br>Raised |
|--|-----|-----|-----------------------|-------------------|-------------------------------|-----------------------------|-------------------------------------|----------------------|
| Commercial, , Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The Full Rate.  | C   | F   | 220,000               | 1.0986            | 1                             | 241,692                     | 0.00014327                          | 31.52                |
| Commercial, PIL ; Full Excess Land   | C   | V   | 56,800                | 1.0986            | 0.7                           | 43,680                      | 0.00010029                          | 5.70                 |
| Commercial, Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The General Rate Only (No School Rates). <b>USE REGULAR RATE NOT VACANT</b> | C   | G   | -                     | 1.0986            | 1                             | -                           | 0.000143267                         | -                    |
| Commercial, Taxable vacan land shared, Subject To Payment-In-Lieu Of Taxes At The Full Rate.   | C   | J   | 279,000               | 1.0986            | 0.7                           | 214,557                     | 0.00010029                          | 27.98                |
| Commercial, Taxable At The Full Rate.  | C   | T   | 12,688,605            | 1.0986            | 1                             | 13,939,701                  | 0.00014327                          | 1,817.85             |
| Commercial taxable: Excess land  | C   | U   | 1,068,740             | 1.0986            | 0.7                           | 821,882                     | 0.00010029                          | 107.18               |
| Commercial, Taxable At The Vacant Land Rate.   | C   | X   | 751,000               | 1.0986            | 0.7                           | 577,534                     | 0.00010029                          | 75.32                |
| commercial payment in lieu full vacan land   | C   | Y   | 94,000                | 1.0986            | 0.7                           | 72,288                      | 0.00010029                          | 9.43                 |
| Commercial payment in lieu general vacant land   | C   | Z   | 213,000               | 1.0986            | 0.7                           | 163,801                     | 0.00010029                          | 21.36                |
| New Construction Commercial: Full No Support   | X   | T   | 268,200               | 1.0986            | 1                             | 294,645                     | 0.00014327                          | 38.42                |
| Exempt   | E   |     | 23,038,376            | 0                 | 0                             | -                           | -                                   | -                    |
| Farmland, Taxable At The Full Rate.  | F   | T   | 102,458,700           | 1                 | 0.25                          | 25,614,675                  | 0.00003260                          | 3,340.37             |
| Industrial, Taxable, Shared Payment-In-Lieu (Not Pil But Shared As If It Was)  | I   | H   | 75,000                | 1.5432            | 1                             | 115,740                     | 0.00020125                          | 15.09                |
| Industrial, Taxable At The Full Rate.  | I   | T   | 2,218,726             | 1.5432            | 1                             | 3,423,938                   | 0.00020125                          | 446.51               |
| Industrial, Taxable At The Vacant Land Rate. Excess Land   | I   | U   | 76,000                | 1.5432            | 0.65                          | 76,234                      | 0.00013081                          | 9.94                 |
| Industrial, Taxable At The Vacant Land Rate.   | I   | X   | 55,000                | 1.5432            | 0.65                          | 55,169                      | 0.00013081                          | 7.19                 |
| New Construction Industrial, Taxable At The Full Rate.   | J   | T   | -                     | 1.5432            | 1                             | -                           | 0.00020125                          | -                    |
| Pipeline Taxable: Full   | P   | T   | 4,722,000             | 1                 | 0.9386                        | 4,432,069                   | 0.00012240                          | 577.98               |
| Multi-Residential Taxable: Full  | M   | T   | -                     | 1                 | 1.7802                        | -                           | 0.00023215                          | -                    |
| Residential, Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The General Rate Only (No School Rates).                                   | R   | G   | 525,000               | 1                 | 1                             | 525,000                     | 0.00013041                          | 68.46                |
| Residential Taxable Tenant Of Provincially Owned Property, Subject To Payment-In-Lieu Of Taxes At The Full Rate.   | R   | P   | 211,000               | 1                 | 1                             | 211,000                     | 0.00013041                          | 27.52                |
| Residential, Taxable At The Full Rate.   | R   | T   | 628,278,353           | 1                 | 1                             | 628,278,353                 | 0.00013041                          | 81,932.69            |
| Managed Forest, Taxable At The Full Rate.  | T   | T   | 3,113,000             | 1                 | 0.25                          | 778,250                     | 0.00003260                          | 101.49               |
|  |     |     | <b>\$ 780,410,500</b> |                   |                               | <b>679,880,209</b>          |                                     | <b>88,662.00</b>     |

|               |               |
|---------------|---------------|
| 2015          | \$ 12.91      |
| 2016          | \$ 13.04      |
| % inc         | 1.01%         |
| <b>\$ inc</b> | <b>\$0.13</b> |

|  |                     |
|--|---------------------|
| 2016 Budget Requirement                  | <b>\$ 88,662.00</b> |
| 2015 (Surplus)/Deficit                   | \$ -                |
| Amount to be raised by taxes             | <b>\$ 88,662.00</b> |
| Weighted Assessment                      | 679,880,209         |
| Tax Rate                                 | 0.000130            |
| Taxes per 100,000 Residential Assessment | <b>\$ 13.04</b>     |

**Millbrook  
Environmental Rate 2016**

Final  
Schedule C

|  | RTC | RTQ | 2016 MPAC Roll Total  | 2016 Tax Ratio | 2016 Tax Rate Reduction | 2016 Weighted Assessment | 2016 Millbrook Environmental Rate | 2016 Taxes Raised |
|--|-----|-----|-----------------------|----------------|-------------------------|--------------------------|-----------------------------------|-------------------|
| Commercial, , Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The Full Rate.  | C   | F   | 128,000               | 1.0986         | 1                       | 140,621                  | 0.000469873                       | 60.14             |
| Commercial, PIL ; Full Excess Land   | C   | V   | -                     | 1.0986         | 0.7                     | -                        | 0.00032891                        | -                 |
| Commercial, Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The General Rate Only (No School Rates). <b>USE REGULAR RATE NOT VACANT</b> | C   | G   | 961,000               | 1.0986         | 1                       | 1,055,755                | 0.000469873                       | 451.55            |
| Commercial, Taxable vacan land shared, Subject To Payment-In-Lieu Of Taxes At The Full Rate.   | C   | J   | -                     | 1.0986         | 0.7                     | -                        | 0.000328911                       | -                 |
| Commercial, Taxable At The Full Rate.  | C   | T   | 20,410,200            | 1.0986         | 1                       | 22,422,646               | 0.000469873                       | 9,590.19          |
| Commercial taxable: Excess land  | C   | U   | 7,600                 | 1.0986         | 0.7                     | 5,845                    | 0.000328911                       | 2.50              |
| Commercial, Taxable At The Vacant Land Rate.   | C   | X   | 663,000               | 1.0986         | 0.7                     | 509,860                  | 0.000328911                       | 218.07            |
| commercial payment in lieu full vacan land   | C   | Y   | -                     | 1.0986         | 0.7                     | -                        | 0.000328911                       | -                 |
| Commercial payment in lieu general vacant land   | C   | Z   | -                     | 1.0986         | 0.7                     | -                        | 0.000328911                       | -                 |
| New Construction Commercial: Full  | X   | T   | 1,697,000             | 1.0986         | 1                       | 1,864,324                | 0.000469873                       | 797.37            |
| Exempt   | E   |     | 6,993,100             | 0              | 0                       | -                        | 0.000000000                       | -                 |
| Farmland, Taxable At The Full Rate.  | F   | T   | 45,500                | 1              | 0.25                    | 11,375                   | 0.000106925                       | 4.87              |
| Industrial, Taxable, Shared Payment-In-Lieu (Not Pil But Shared As If It Was)  | I   | H   | -                     | 1.5432         | 1                       | -                        | 0.000660028                       | -                 |
| Industrial, Taxable At The Full Rate.  | I   | T   | 80,000                | 1.5432         | 1                       | 123,456                  | 0.000660028                       | 52.80             |
| Industrial, Taxable At The Vacant Land Rate. Excess Land   | I   | U   | -                     | 1.5432         | 0.65                    | -                        | 0.000429018                       | -                 |
| Industrial, Taxable At The Vacant Land Rate.   | I   | X   | -                     | 1.5432         | 0.65                    | -                        | 0.000429018                       | -                 |
| New Construction Industrial, Taxable At The Full Rate.   | J   | T   | -                     | 1.5432         | 1                       | -                        | 0.000660028                       | -                 |
| Pipeline Taxable: Full   | P   | T   | 174,000               | 1              | 0.9386                  | 163,316                  | 0.000401440                       | 69.85             |
| Multi-Residential Taxable: Full  | M   | T   | 3,018,000             | 1              | 1.7802                  | 5,372,644                | 0.000761394                       | 2,297.89          |
| Residential, Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The General Rate Only (No School Rates).                                   | R   | G   | -                     | 1              | 1                       | -                        | 0.000427701                       | -                 |
| Residential Taxable Tenant Of Provincially Owned Property, Subject To Payment-In-Lieu Of Taxes At The Full Rate.   | R   | P   | -                     | 1              | 1                       | -                        | 0.000427701                       | -                 |
| Residential, Taxable At The Full Rate.   | R   | T   | 134,474,200           | 1              | 1                       | 134,474,200              | 0.000427701                       | 57,514.77         |
| Managed Forest, Taxable At The Full Rate.  | T   | T   | -                     | 1              | 0.25                    | -                        | 0.000106925                       | -                 |
|  |     |     | <b>\$ 168,651,600</b> |                |                         | <b>166,144,041</b>       |                                   | <b>71,060.00</b>  |

|               |                |
|---------------|----------------|
| 2015          | \$44.27        |
| 2016          | \$42.77        |
| % inc         | -3.39%         |
| <b>\$ inc</b> | <b>-\$1.50</b> |

|  |              |
|--|--------------|
| 2016 Budget Requirement                  | \$ 71,060.00 |
| 2015 (Surplus)/Deficit                   | \$ -         |
| Amount to be raised by taxes             | \$ 71,060.00 |
| Weighted Assessment                      | 166,144,041  |
| Tax Rate                                 | 0.000428     |
| Taxes per 100,000 Residential Assessment | \$ 42.77     |

**North Monaghan Environmental Rate 2016**

Final  
Schedule C

|  | RTC | RTQ | 2016 MPAC Roll Total  | 2016 Tax Ratio | 2016 Tax Rate Reduction | 2016 Weighted Assessment | 2016 N.Monaghan Environmental Rate | 2016 Taxes Raised |
|--|-----|-----|-----------------------|----------------|-------------------------|--------------------------|------------------------------------|-------------------|
| Commercial, , Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The Full Rate.                          | C   | F   | -                     | 1.0986         | 1                       | -                        | 0.00031473                         | -                 |
| Commercial, PIL ; Full Excess Land   | C   | V   | -                     | 1.0986         | 0.7                     | -                        | 0.00022031                         | -                 |
| Commercial, Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The General Rate Only (No School Rates).  |     |     |                       |                |                         |                          |                                    |                   |
| <b>USE REGULAR RATE NOT VACANT</b>   | C   | G   | 449,000               | 1.0986         | 1                       | 493,271                  | 0.00031473                         | 141.32            |
| Commercial, Taxable vacan land shared, Subject To Payment-In-Lieu Of Taxes At The Full Rate.                             | C   | J   | -                     | 1.0986         | 0.7                     | -                        | 0.00022031                         | -                 |
| Commercial, Taxable At The Full Rate.  | C   | T   | 42,126,095            | 1.0986         | 1                       | 46,279,728               | 0.00031473                         | 13,258.54         |
| Commercial taxable: Excess land  | C   | U   | 363,323               | 1.0986         | 0.7                     | 279,403                  | 0.00022031                         | 80.05             |
| Commercial, Taxable At The Vacant Land Rate.   | C   | X   | 344,900               | 1.0986         | 0.7                     | 265,235                  | 0.00022031                         | 75.99             |
| commerical payment in lieu full vacan land   | C   | Y   | -                     | 1.0986         | 0.7                     | -                        | 0.00022031                         | -                 |
| Commercial payment in lieu general vacant land   | C   | Z   | -                     | 1.0986         | 0.7                     | -                        | 0.00022031                         | -                 |
| New Construction Commercial: Full No Support Exempt  | X   | T   | 772,000               | 1.0986         | 1                       | 848,119                  | 0.00031473                         | 242.98            |
| Farmland, Taxable At The Full Rate.  | F   | T   | 19,752,154            | 0              | 0                       | -                        | -                                  | -                 |
| Industrial, Taxable, Shared Payment-In-Lieu (Not Pil But Shared As If It Was)  | I   | H   | 10,374,600            | 1              | 0.25                    | 2,593,650                | 0.00007162                         | 743.05            |
| Industrial, Taxable At The Full Rate.  | I   | T   | -                     | 1.5432         | 1                       | -                        | 0.00044211                         | -                 |
| Industrial, Taxable At The Vacant Land Rate. Excess Land   | I   | U   | 2,410,000             | 1.5432         | 1                       | 3,719,112                | 0.00044211                         | 1,065.48          |
| Industrial, Taxable At The Vacant Land Rate.   | I   | X   | 279,500               | 1.5432         | 0.65                    | 280,361                  | 0.00028737                         | 80.32             |
| Industrial, Taxable At The Vacant Land Rate.   | I   | X   | 870,500               | 1.5432         | 0.65                    | 873,181                  | 0.00028737                         | 250.16            |
| New Construction Industrial, Taxable At The Full Rate.   | J   | T   | 572,000               | 1.5432         | 1                       | 882,710                  | 0.00044211                         | 252.89            |
| Pipeline Taxable: Full   | P   | T   | 1,450,000             | 1              | 0.9386                  | 1,360,970                | 0.00026890                         | 389.90            |
| Multi-Residential Taxable: Full  | M   | T   | -                     | 1              | 1.782                   | -                        | 0.00051052                         | -                 |
| Residential, Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The General Rate Only (No School Rates). | R   | G   | 835,000               | 1              | 1                       | 835,000                  | 0.00028649                         | 239.22            |
| Residential Taxable Tenant Of Provincially Owned Property, Subject To Payment-In-Lieu Of Taxes At The Full Rate.         | R   | P   | -                     | 1              | 1                       | -                        | 0.00028649                         | -                 |
| Residential, Taxable At The Full Rate.   | R   | T   | 146,981,428           | 1              | 1                       | 146,981,428              | 0.00028649                         | 42,108.27         |
| Managed Forest, Taxable At The Full Rate.  | T   | T   | 26,000                | 1              | 0.25                    | 6,500                    | 0.00007162                         | 1.86              |
|  |     |     | <b>\$ 227,606,500</b> |                |                         | <b>205,698,669</b>       |                                    | <b>58,930.00</b>  |

|               |         |
|---------------|---------|
| <b>2015</b>   | \$30.12 |
| <b>2016</b>   | \$28.65 |
| <b>% inc</b>  | -4.88%  |
| <b>\$ inc</b> | -\$1.47 |

|  |              |
|--|--------------|
| 2016 Budget Requirement                  | \$ 58,930.00 |
| 2015 (Surplus)/Deficit                   | \$ -         |
| Amount to be raised by taxes             | \$ 58,930.00 |
| Weighted Assessment                      | 205,698,669  |
| Tax Rate                                 | 0.000286     |
| Taxes per 100,000 Residential Assessment | \$ 28.65     |





## The Township of Cavan Monaghan Capital Requests in 2016

| Capital Item Requested (Need)  | Requested Purchases | Reserve/ Other Funding Available | Transfers to Specific Reserves | Final                        |                    | Adjusted Total  |
|--|---------------------|----------------------------------|--------------------------------|------------------------------|--------------------|---|
|  |                     |                                  |                                | Transfers to GENERAL Reserve | 2015 Roll Overs    |   |
| <b>Finance</b>   |                     |                                  |                                |                              |                    |   |
| Fire Department (Asset Replacement Reserve - PSAB)                             |                     |                                  |                                |                              |                    | \$105,000   |
| Roads & Environmental Department (Asset Replacement Reserve - PSAB)            |                     |                                  |                                |                              |                    | \$1,100,000   |
| Economic & Community Development Department (Asset Replacement Reserve - PSAB) |                     |                                  |                                |                              |                    | \$158,000   |
| Information Technology/TComm (Asset Replacement Reserve - PSAB)                |                     |                                  |                                |                              |                    | \$27,000  |
| General Infrastructure (Asset Replacement Reserve - PSAB)                      |                     |                                  |                                |                              |                    | \$110,000   |
| Computer IT  | \$20,200            | (\$5,200)                        |                                |                              | (\$15,000)         | \$0   |
| <b>Total Asset Replacement Reserve</b>   | <b>\$20,200</b>     | <b>(\$5,200)</b>                 | <b>\$0</b>                     | <b>\$0</b>                   | <b>(\$15,000)</b>  | <b>\$1,500,000</b>  |
|  |                     |                                  |                                |                              |                    | <i>2015 Capital Request Adjusted Total (PSAB)</i>                               |
|  |                     |                                  |                                |                              |                    | \$ 1,476,800  |
| <b>Boards &amp; Authorities</b>  |                     |                                  |                                |                              |                    |   |
| Millbrook Dam (Year 1 of 5, Total \$1,007,426))                                | \$104,895           |                                  |                                |                              |                    | \$104,895   |
| <b>Total Protective Services</b>   | <b>\$104,895</b>    | <b>\$0</b>                       | <b>\$0</b>                     | <b>\$0</b>                   | <b>\$0</b>         | <b>\$104,895</b>  |
| <b>Fire Protection</b>   |                     |                                  |                                |                              |                    |   |
| Design Concept Fire Hall (balance from 2015)                                   | \$67,775            |                                  |                                |                              | (\$67,775)         | \$0   |
| Pumper 1 - Deposit on 1996 Replacement (P1-96)                                 | \$150,000           | (\$150,000)                      |                                |                              |                    | \$0   |
| Fire Chief Vehicle (C1-09)   | \$64,000            | (\$40,670)                       |                                |                              |                    | (\$23,330)  |
| Utility Terrain Vehicle (UTV)  | \$25,000            | (\$10,000)                       |                                |                              |                    | \$15,000  |
| UTV Trailer  | \$8,000             | (\$8,000)                        |                                |                              |                    | \$0   |
| Fire Hoses   | \$15,000            |                                  |                                |                              |                    | (\$6,000)   |
| Radio Upgrade Reserves   |                     |                                  | \$5,000                        |                              |                    | \$9,000   |
| SCBA Units   |                     |                                  | \$34,000                       |                              |                    | \$34,000  |
| Bunker Gear  | \$10,000            |                                  |                                |                              |                    | (\$4,000)   |
| SRU Team (Training)  |                     |                                  | \$5,000                        |                              |                    | \$5,000   |
| <b>Total Protective Services</b>   | <b>\$339,775</b>    | <b>(\$208,670)</b>               | <b>\$44,000</b>                | <b>\$0</b>                   | <b>(\$67,775)</b>  | <b>(\$33,330)</b>   |
|  |                     |                                  |                                |                              |                    | <i>2015 Capital Request Adjusted Total (Fire)</i>                               |
|  |                     |                                  |                                |                              |                    | \$29,200  |
| <b>Roads and Environmental Services</b>  |                     |                                  |                                |                              |                    |   |
| Roads Needs Study  | \$25,000            |                                  |                                |                              |                    | \$25,000  |
| Centennial Lane  | \$292,800           |                                  |                                |                              | (\$292,800)        | \$0   |
| Cross Road Culverts (Dranoel Road) w/Kawartha Lakes                            | \$100,000           | (\$50,000)                       |                                |                              | (\$40,000)         | \$10,000  |
| Hayes Line Overexpenditure (2015) w/Kawartha Lakes                             | \$27,300            |                                  |                                |                              |                    | \$27,300  |
| Cross Road Culverts, Syer (3) & Whittington (1)                                | \$130,000           |                                  |                                |                              | (\$33,000)         | \$97,000  |
| King Street Upgrades   | \$20,000            |                                  |                                |                              | (\$20,000)         | \$0   |
| King Street Enhancements   | \$145,000           | (\$145,000)                      |                                |                              |                    | \$0   |
| Pre-Engineering  | \$20,000            |                                  |                                |                              |                    | \$20,000  |
| Sidewalks (Sherbrooke & Centre Streets)  | \$85,000            |                                  |                                |                              | (\$5,000)          | (\$2,125)   |
| Slurry Seal (extend road life 5 yrs)   | \$100,000           |                                  |                                |                              |                    | \$100,000   |
| Surface Treatment (Various Roads)  | \$150,000           | (\$150,000)                      |                                |                              |                    | \$0   |
| New Tree Replacement Program   | \$5,000             |                                  |                                |                              |                    | \$5,000   |
| Sand Dome  | \$300,000           | (\$190,000)                      |                                |                              |                    | (\$41,500)  |
| Transfer Station Facility Renovations  | \$10,000            |                                  |                                |                              |                    | \$10,000  |
| Fueling System   | \$25,000            |                                  |                                |                              |                    | (\$10,000)  |
| Decorative Streetlights - Downtown Millbrook (Phase 1)                         | \$115,000           | (\$115,000)                      |                                |                              |                    | \$0   |
| Municipal Building Siteworks   | \$25,000            |                                  |                                |                              |                    | \$25,000  |
| Frederick Street Cul de Sac (Part 1 of 2)                                      | \$75,250            |                                  |                                |                              |                    | (\$7,000)   |
| <b>Total Roads and Environmental</b>   | <b>\$1,650,350</b>  | <b>(\$650,000)</b>               | <b>\$0</b>                     | <b>\$0</b>                   | <b>(\$390,800)</b> | <b>(\$60,625)</b>   |
|  |                     |                                  |                                |                              |                    | <i>2015 Capital Request Adjusted Total (Roads &amp; Environmental Services)</i> |
|  |                     |                                  |                                |                              |                    | \$350,000   |
| <b>Planning and Building</b>   |                     |                                  |                                |                              |                    |   |
| Zoning By-law Update   | \$100,000           |                                  |                                |                              | (\$100,000)        | \$0   |
| Brookfield Comprehensive Review  | \$100,000           |                                  |                                |                              | (\$100,000)        | \$0   |
| Watershed Plan   | \$50,000            |                                  |                                |                              |                    | \$50,000  |
| <b>Total Planning &amp; Building</b>   | <b>\$250,000</b>    | <b>\$0</b>                       | <b>\$0</b>                     | <b>\$0</b>                   | <b>(\$200,000)</b> | <b>\$0</b>  |
|  |                     |                                  |                                |                              |                    | <i>2015 Capital Request Adjusted Total (Planning &amp; Building)</i>            |
|  |                     |                                  |                                |                              |                    | \$100,000   |
| <b>Economic &amp; Community Development</b>                                    |                     |                                  |                                |                              |                    |   |
| Downtown Millbrook Revitalization (RED Application)                            | \$30,000            | (\$10,000)                       |                                |                              |                    | \$20,000  |
| <b>Total Economic &amp; Community Development</b>                              | <b>\$30,000</b>     | <b>(\$10,000)</b>                | <b>\$0</b>                     | <b>\$0</b>                   | <b>\$0</b>         | <b>\$0</b>  |
|  |                     |                                  |                                |                              |                    | <i>2015 Capital Request Adjusted Total (ECD)</i>                                |
|  |                     |                                  |                                |                              |                    | \$15,000  |
| <b>Parks &amp; Facilities</b>  |                     |                                  |                                |                              |                    |   |
| Community Center Design Build  | \$100,000           |                                  |                                |                              |                    | \$ 100,000  |
| Maple Leaf Park Ball Field Lighting/Re-directing                               | \$5,000             |                                  |                                |                              |                    | \$5,000   |
| Park & Equipment Upgrades  | \$10,000            |                                  |                                |                              |                    | (\$4,000)   |

|   |                    |                      |                 |            |                    |                    |   |
|---|--------------------|----------------------|-----------------|------------|--------------------|--------------------|---|
| Old Millbrook School Upgrades (Various)               | \$122,000          |                      |                 |            |                    | (\$7,344)          | \$114,656   |
| Millbrook Arena - Door Replacement                    | \$5,000            |                      |                 |            |                    |                    | \$5,000   |
| <b>Total Economic &amp; Community Development</b>     | <b>\$242,000</b>   | <b>\$0</b>           | <b>\$0</b>      | <b>\$0</b> | <b>\$0</b>         | <b>(\$11,344)</b>  | <b>\$230,656</b>  |
|   |                    |                      |                 |            |                    |                    | <i>2015 Capital Request Adjusted Total (Parks &amp; Facilities)</i>   |
|   |                    |                      |                 |            |                    |                    | \$45,000  |
| <b>Community Grants</b>                               |                    |                      |                 |            |                    |                    |   |
| Community Grants - Annual Committed (\$2,500 x 3)     | \$7,500            |                      |                 |            |                    |                    | \$7,500   |
| Community Grants - Dr. Recruitment (\$10,000)         | \$10,000           |                      |                 |            |                    |                    | \$10,000  |
| Community Grants - Application Component (Final Year) | \$41,312           |                      |                 |            |                    |                    | \$41,312  |
| <b>Total Economic &amp; Community Development</b>     | <b>\$58,812</b>    | <b>\$0</b>           | <b>\$0</b>      | <b>\$0</b> | <b>\$0</b>         | <b>\$0</b>         | <b>\$58,812</b>   |
|   |                    |                      |                 |            |                    |                    | <i>2015 Capital Request Adjusted Total (Community Grants)</i>         |
|   |                    |                      |                 |            |                    |                    | \$54,500  |
| <b>Infrastructure Transfers to Reserve</b>            |                    |                      |                 |            |                    |                    |   |
| Community Center / Fire Hall (Infrastructure) Reserve | \$2,000,000        | (\$2,000,000)        |                 |            |                    |                    | \$0   |
| <b>Total Economic &amp; Community Development</b>     | <b>\$2,000,000</b> | <b>(\$2,000,000)</b> | <b>\$0</b>      | <b>\$0</b> | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>  |
| <b>Total Cost: Purchases / Reserves / Transfers</b>   | <b>\$2,696,032</b> | <b>(\$873,870)</b>   | <b>\$44,000</b> | <b>\$0</b> | <b>(\$673,575)</b> | <b>\$1,500,000</b> |   |
|   |                    |                      |                 |            |                    |                    | Total Capital Requests  |
|   |                    |                      |                 |            |                    |                    | \$4,240,032   |
|   |                    |                      |                 |            |                    |                    | Less: 2015 Capital Roll Over  |
|   |                    |                      |                 |            |                    |                    | (\$673,575)   |
|   |                    |                      |                 |            |                    |                    | <b>Total 2016 Capital Expenditures</b>                                |
|   |                    |                      |                 |            |                    |                    | <b>\$3,566,457</b>  |
|   |                    |                      |                 |            |                    |                    | Reserve/Other Funding to Offset Capital                               |
|   |                    |                      |                 |            |                    |                    | (\$979,169)   |
|   |                    |                      |                 |            |                    |                    | Asset Replacement Reserve - 2/3 funded through OLG Funds              |
|   |                    |                      |                 |            |                    |                    | (\$1,000,000)   |
|   |                    |                      |                 |            |                    |                    | Asset Replacement Reserve - 1/3 funded through the Municipal Tax Levy |
|   |                    |                      |                 |            |                    |                    | (\$500,000)   |
|   |                    |                      |                 |            |                    |                    | Capital Purchases funded through the Municipal Tax Levy               |
|   |                    |                      |                 |            |                    |                    | (\$1,087,288)   |



### The Township of Cavan Monaghan Capital Requests Removed from 2016 Budget

|   | Requested Purchases | Reserve/<br>Other<br>Funding<br>Available | Transfers<br>to Specific<br>Reserves | Transfers<br>to<br>GENERAL<br>Reserve | 2014 Roll<br>Overs | Transfers in<br>Asset<br>Replacement<br>Reserve | Adjusted<br>Total  |
|---|---------------------|---|--------------------------------------|---------------------------------------|--------------------|---|--|
| <b>Capital Items Requested (Want)</b>                   |                     |   |                                      |                                       |                    |   |  |
| <b>Fire Protection</b>                                  |                     |   |                                      |                                       |                    |   |  |
| AED Units (moved to Operating Budget)                   | \$10,000            |   |                                      |                                       |                    |   | \$10,000   |
| North Monaghan Fire Hall Study (moved to 2017)          | \$40,000            |   |                                      |                                       |                    |   | \$40,000   |
| Radio Equipment (defer to 2017)                         |                     |   | \$10,000                             |                                       |                    |   | \$10,000   |
| Rescue 1 - 2003 Van Replacement (moved to 2017)         | \$200,000           |   |                                      |                                       |                    |   | \$200,000  |
| <b>Roads and Environmental Services</b>                 |                     |   |                                      |                                       |                    |   |  |
| Decorative Streetlights - Downtown Millbrook (Phase 2)  | \$115,000           |   |                                      |                                       |                    | (\$4,300)                                       | \$110,700  |
| Dodge Ram 1500 (Replace 2-05) (moved to 2018?)          | \$40,000            |   |                                      |                                       |                    | (\$7,000)                                       | \$33,000   |
| Frederick Street Cul de Sac (Part 2 of 2) moved to 2017 | \$75,250            |   |                                      |                                       |                    | (\$7,000)                                       | \$68,250   |
| International Tandems (2) 20-01 & 15-03 (moved to 2017) | \$460,000           |   |                                      |                                       |                    | (\$40,000)                                      | \$420,000  |
| Water Tower Lighting                                    | \$10,000            |   |                                      |                                       |                    |   | \$10,000   |
| <b>Planning and Building</b>                            |                     |   |                                      |                                       |                    |   |  |
| Growth Monitoring Model                                 | \$13,000            |   |                                      |                                       |                    |   | \$13,000   |
| <b>Parks &amp; Facilities</b>                           |                     |   |                                      |                                       |                    |   |  |
| Bruce Johnston Library Upgrades (Various)               | \$35,000            |   |                                      |                                       |                    |   | \$35,000   |
| Maple Leaf Park Fencing Improvements                    | \$17,000            |   |                                      |                                       |                    |   | \$17,000   |
| Municipal Office - Fans                                 | \$8,000             |   |                                      |                                       |                    |   | \$8,000  |
| Municipal Office - Gym Flooring                         | \$15,000            |   |                                      |                                       |                    |   | \$15,000   |
| Park & Equipment Upgrades CPSI Regulations              | \$20,000            |   |                                      |                                       |                    | (\$8,000)                                       | \$12,000   |
| Toro Lawnmower (Replace 2004), defer to 2017            | \$17,000            |   |                                      |                                       |                    |   | \$17,000   |
| Trails Master Plan (Loops)                              | \$30,000            |   |                                      |                                       |                    |   | \$30,000   |
| Whitfield Landing (Dock)                                | \$10,000            |   |                                      |                                       |                    |   | \$10,000   |
|   |                     |   |                                      |                                       |                    |   | <b>Capital items not identified as "need" in the 2nd Draft</b> |
|   |                     |   |                                      |                                       |                    |   | <b>\$1,058,950</b>   |
|   |                     |   |                                      |                                       |                    |   | <b>TOTAL Removed from 2016 Capital Requests</b>                |
|   |                     |   |                                      |                                       |                    |   | <b>\$1,058,950</b>   |

# General Ledger

## Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account   | Description                     | 2015 Total Budget | 2015 Actual       | Proposed Budget   | Final Budget      |
|---|---------------------------------|-------------------|-------------------|-------------------|-------------------|
| <b>Fund: 03 Water /Wastewater Operating</b>       |                                 |                   |                   |                   |                   |
| <b>4800 Water Wastewater Administration</b>       |                                 |                   |                   |                   |                   |
| <b>Revenue</b>                                    |                                 |                   |                   |                   |                   |
| 03-4800-8900                                      | Transfer to/from W&WW Reser     | 0.00              | 0.00              |                   |                   |
| 03-4800-9140                                      | Miscellaneous Revenue - Syscc   | -6,000.00         | -4,086.00         | -6,000.00         | -6,000.00         |
| 03-4800-9143                                      | Rent Revenue                    | -8,400.00         | -8,825.40         | -9,200.00         | -9,200.00         |
| 03-4800-9154                                      | Water & Wastewater Allocation   | 0.00              | -200.00           | -200.00           | -200.00           |
| 03-4800-9184                                      | Meter Installation Revenue      | -1,000.00         | -1,422.00         | -4,500.00         | -4,500.00         |
| 03-4800-9199                                      | User Fees and Service Charges   | 0.00              | -20.00            |                   |                   |
| 03-4800-9305                                      | Local Improvements - Water/Se   | -24,962.00        | -24,962.59        | -24,962.59        | -24,962.59        |
| <b>Total Revenue</b>                              |                                 | <b>-40,362.00</b> | <b>-39,515.99</b> | <b>-44,862.59</b> | <b>-44,862.59</b> |
| <b>Expense</b>                                    |                                 |                   |                   |                   |                   |
| 03-4800-1050                                      | Gross Wages - Full Time         | 64,400.00         | 60,546.77         | 68,500.00         | 68,500.00         |
| 03-4800-1090                                      | Gross Wages - Vacation          | 0.00              | 0.00              | 140.00            | 140.00            |
| 03-4800-1105                                      | Benefits – OMERS                | 7,000.00          | 6,590.21          | 7,200.00          | 7,200.00          |
| 03-4800-1110                                      | Benefits – EI Premium           | 0.00              | 0.00              | 100.00            | 100.00            |
| 03-4800-1115                                      | Benefits – EI Reduced Premiurr  | 1,000.00          | 875.17            | 950.00            | 950.00            |
| 03-4800-1120                                      | Benefits – CPP                  | 2,000.00          | 1,865.44          | 2,200.00          | 2,200.00          |
| 03-4800-1130                                      | Benefits – EHT                  | 1,300.00          | 1,189.62          | 1,400.00          | 1,400.00          |
| 03-4800-1140                                      | Benefits – WCB                  | 1,900.00          | 1,681.00          | 2,000.00          | 2,000.00          |
| 03-4800-1155                                      | Manulife Group Benefits         | 5,700.00          | 4,905.97          | 5,400.00          | 5,400.00          |
| 03-4800-1180                                      | Benefits - Other                | 40.00             | 35.20             | 140.00            | 140.00            |
| 03-4800-3055                                      | Meal Allowance                  | 0.00              | 0.00              |                   |                   |
| 03-4800-3065                                      | Mileage Reimbursement / Trave   | 200.00            | 159.30            |                   |                   |
| 03-4800-3070                                      | Staff Training & Development    | 1,280.00          | 844.97            | 2,000.00          | 2,000.00          |
| 03-4800-3075                                      | Seminars And Conferences        | 0.00              | 0.00              |                   |                   |
| 03-4800-3080                                      | Uniforms / Clothing             | 225.00            | 220.23            | 225.00            | 225.00            |
| 03-4800-3100                                      | Legal Expense                   | 140.00            | 0.00              | 500.00            | 500.00            |
| 03-4800-3140                                      | Memberships                     | 275.00            | 0.00              |                   |                   |
| 03-4800-3205                                      | Software support (sensus)       | 4,220.00          | 4,019.52          |                   |                   |
| 03-4800-3223                                      | Water Meters                    | 4,460.00          | 4,452.35          | 3,500.00          | 3,500.00          |
| 03-4800-3240                                      | Radio Licenses                  | 0.00              | 0.00              | 820.00            | 820.00            |
| 03-4800-3420                                      | Office Supplies                 | 1,000.00          | 870.13            | 1,000.00          | 1,000.00          |
| 03-4800-3500                                      | Allocated Land Telephone        | 0.00              | 123.85            |                   |                   |
| 03-4800-3510                                      | Allocated Phone Service         | 700.00            | 297.60            | 700.00            | 700.00            |
| 03-4800-3730                                      | Advertising                     | 400.00            | 0.00              | 300.00            | 300.00            |
| 03-4800-3745                                      | Postage/Courier                 | 2,000.00          | 0.00              | 2,900.00          | 2,900.00          |
| 03-4800-3775                                      | Application Fees                | 800.00            | 0.00              | 800.00            | 800.00            |
| 03-4800-3910                                      | Purchase of Equipment           | 300.00            | 18.29             |                   |                   |
| 03-4800-4100                                      | Contracted Services             | 8,000.00          | 5,561.83          | 5,000.00          | 5,000.00          |
| 03-4800-4104                                      | Contracted Services - Plans & S | 0.00              | 0.00              |                   |                   |
| 03-4800-4199                                      | Allocated Vehicle Costs         | 2,000.00          | 1,370.04          | 2,180.00          | 2,180.00          |
| 03-4800-5000                                      | Property taxes                  | 4,900.00          | 5,078.37          | 5,200.00          | 5,200.00          |
| 03-4800-5210                                      | Write off Uncollective Accounts | 0.00              | 0.00              |                   |                   |
| <b>Total Expense</b>                              |                                 | <b>114,240.00</b> | <b>100,705.86</b> | <b>113,155.00</b> | <b>113,155.00</b> |
| <b>Total 4800 Water Wastewater Administration</b> |                                 | <b>73,878.00</b>  | <b>61,189.87</b>  | <b>68,292.41</b>  | <b>68,292.41</b>  |

# General Ledger

## Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account   | Description                     | 2015 Total Budget | 2015 Actual | Proposed Budget | Final Budget |
|---|---------------------------------|-------------------|-------------|-----------------|--------------|
| <b>4809 Pumping Station</b>                               |                                 |                   |             |                 |              |
| <b>Expense</b>  |                                 |                   |             |                 |              |
| 03-4809-3225  | Mechanical Repairs & Maintena   | 3,500.00          | 0.00        |                 |              |
| 03-4809-3790  | Hydro                           | 3,600.00          | 3,865.26    | 4,700.00        | 4,700.00     |
| 03-4809-4100  | Contracted Services             | 3,000.00          | 2,947.94    | 4,000.00        | 4,000.00     |
| <b>Total Expense</b>                                      |                                 | 10,100.00         | 6,813.20    | 8,700.00        | 8,700.00     |
| <b>Total 4809 Pumping Station</b>                         |                                 | 10,100.00         | 6,813.20    | 8,700.00        | 8,700.00     |
| <br>  |                                 |                   |             |                 |              |
| <b>4810 Millbrook Wastewater Plant</b>                    |                                 |                   |             |                 |              |
| <b>Expense</b>  |                                 |                   |             |                 |              |
| 03-4810-3222  | Biosolid management - Over OC   | 6,000.00          | 124.79      |                 |              |
| 03-4810-3225  | OCWA Repairs and Maintenanc     | 4,580.00          | 3,147.46    |                 |              |
| 03-4810-3229  | OCWA Contract                   | 245,000.00        | 242,240.34  | 258,000.00      | 258,000.00   |
| 03-4810-3340  | Special Equipment               | 120.00            | 0.00        | 2,000.00        | 2,000.00     |
| 03-4810-3790  | Hydro                           | 45,100.00         | 35,298.05   | 74,200.00       | 74,200.00    |
| 03-4810-3795  | Gas - Heating                   | 0.00              | 0.00        | 800.00          | 800.00       |
| 03-4810-4100  | Contracted Services             | 4,100.00          | 4,095.12    | 8,000.00        | 8,000.00     |
| <b>Total Expense</b>                                      |                                 | 304,900.00        | 284,905.76  | 343,000.00      | 343,000.00   |
| <b>Total 4810 Millbrook Wastewater Plant</b>              |                                 | 304,900.00        | 284,905.76  | 343,000.00      | 343,000.00   |
| <br>  |                                 |                   |             |                 |              |
| <b>4811 Wastewater Collection System</b>                  |                                 |                   |             |                 |              |
| <b>Expense</b>  |                                 |                   |             |                 |              |
| 03-4811-3221  | Cleaning Wetwell                | 3,500.00          | 0.00        | 3,500.00        | 3,500.00     |
| 03-4811-4100  | Contracted Services             | 25,245.00         | 25,237.10   | 45,000.00       | 45,000.00    |
| <b>Total Expense</b>                                      |                                 | 28,745.00         | 25,237.10   | 48,500.00       | 48,500.00    |
| <b>Total 4811 Wastewater Collection System</b>            |                                 | 28,745.00         | 25,237.10   | 48,500.00       | 48,500.00    |
| <br>  |                                 |                   |             |                 |              |
| <b>4813 Contribution to/from Water Reserve</b>            |                                 |                   |             |                 |              |
| <b>Expense</b>  |                                 |                   |             |                 |              |
| 03-4813-8900  | Contribution to/from Water Rese | 0.00              | 0.00        |                 |              |
| <b>Total Expense</b>                                      |                                 | 0.00              | 0.00        |                 |              |
| <b>Total 4813 Contribution to/from Water Reserve</b>      |                                 | 0.00              | 0.00        |                 |              |
| <br>  |                                 |                   |             |                 |              |
| <b>4815 Contribution to/from Wastewater Reserve</b>       |                                 |                   |             |                 |              |
| <b>Revenue</b>  |                                 |                   |             |                 |              |
| 03-4815-8900  | Contribution to/from Water & W' | 121,042.00        | 221,620.26  | 116,207.59      | 116,207.59   |
| <b>Total Revenue</b>                                      |                                 | 121,042.00        | 221,620.26  | 116,207.59      | 116,207.59   |
| <b>Total 4815 Contribution to/from Wastewater Reserve</b> |                                 | 121,042.00        | 221,620.26  | 116,207.59      | 116,207.59   |
| <br>  |                                 |                   |             |                 |              |
| <b>4818 Wastewater Revenue</b>                            |                                 |                   |             |                 |              |

## General Ledger

### Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account   | Description                     | 2015 Total Budget | 2015 Actual | Proposed Budget | Final Budget |
|---|---------------------------------|-------------------|-------------|-----------------|--------------|
| <b>Revenue</b>  |                                 |                   |             |                 |              |
| 03-4818-9190  | Sewer (bimonthly billing) Volum | -126,000.00       | -161,572.06 | -138,000.00     | -138,000.00  |
| 03-4818-9191  | Sewer Rates Fixed Charge        | -305,000.00       | -305,348.03 | -335,000.00     | -335,000.00  |
| <b>Total Revenue</b>                                    |                                 | -431,000.00       | -466,920.09 | -473,000.00     | -473,000.00  |
| <b>Total 4818 Wastewater Revenue</b>                    |                                 | -431,000.00       | -466,920.09 | -473,000.00     | -473,000.00  |
| <b>4819 Water Revenue</b>                               |                                 |                   |             |                 |              |
| <b>Revenue</b>  |                                 |                   |             |                 |              |
| 03-4819-9194  | Water ( bimonthly) Volume Cha   | -144,000.00       | -145,073.46 | -148,000.00     | -148,000.00  |
| 03-4819-9195  | Water Fixed Charge              | -149,000.00       | -150,698.37 | -155,000.00     | -155,000.00  |
| <b>Total Revenue</b>                                    |                                 | -293,000.00       | -295,771.83 | -303,000.00     | -303,000.00  |
| <b>Total 4819 Water Revenue</b>                         |                                 | -293,000.00       | -295,771.83 | -303,000.00     | -303,000.00  |
| <b>4820 Water &amp; Wastewater Other Income</b>         |                                 |                   |             |                 |              |
| <b>Revenue</b>  |                                 |                   |             |                 |              |
| 03-4820-9192  | Water & Sewer Ownership Cha     | -2,200.00         | -3,240.00   | -2,800.00       | -2,800.00    |
| 03-4820-9992  | Write off - Contra Revenue Accr | 0.00              | 32.67       |                 |              |
| 03-4820-9996  | Penalty and Interest Income - V | -12,000.00        | -15,024.65  | -13,000.00      | -13,000.00   |
| <b>Total Revenue</b>                                    |                                 | -14,200.00        | -18,231.98  | -15,800.00      | -15,800.00   |
| <b>Total 4820 Water &amp; Wastewater Other Income</b>   |                                 | -14,200.00        | -18,231.98  | -15,800.00      | -15,800.00   |
| <b>4830 Millbrook Water - Distribution System</b>       |                                 |                   |             |                 |              |
| <b>Expense</b>  |                                 |                   |             |                 |              |
| 03-4830-3226  | Leak Detection                  | 1,000.00          | 0.00        |                 |              |
| 03-4830-3227  | Hydrant Maintenance             | 2,577.01          | 2,022.75    | 11,000.00       | 11,000.00    |
| 03-4830-3435  | Materials and Supplies          | 500.00            | 172.67      | 500.00          | 500.00       |
| 03-4830-4100  | Contracted Services             | 67,422.99         | 65,781.76   | 50,000.00       | 50,000.00    |
| 03-4830-4120  | Lead Testing                    | 2,000.00          | 0.00        |                 |              |
| <b>Total Expense</b>                                    |                                 | 73,500.00         | 67,977.18   | 61,500.00       | 61,500.00    |
| <b>Total 4830 Millbrook Water - Distribution System</b> |                                 | 73,500.00         | 67,977.18   | 61,500.00       | 61,500.00    |
| <b>4831 Millbrook Water - Treatment &amp; Supply</b>    |                                 |                   |             |                 |              |
| <b>Expense</b>  |                                 |                   |             |                 |              |
| 03-4831-3120  | Audit Fees                      | 1,380.00          | 973.18      | 1,500.00        | 1,500.00     |
| 03-4831-3225  | OCWA Repairs & Maintenance      | 10,000.00         | 0.00        |                 |              |
| 03-4831-3228  | Chemical Pump Maintenance       | 1,500.00          | 0.00        |                 |              |
| 03-4831-3229  | OCWA Contract                   | 110,755.00        | 103,551.64  | 113,000.00      | 113,000.00   |
| 03-4831-3340  | Special Equipment               | 1,000.00          | 0.00        | 4,500.00        | 4,500.00     |
| 03-4831-3790  | Hydro                           | 16,000.00         | 18,446.64   | 21,500.00       | 21,500.00    |
| 03-4831-4100  | Contracted Services             | 2,500.00          | 1,297.69    | 7,000.00        | 7,000.00     |

## General Ledger

### Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account  | Description                   | 2015 Total Budget | 2015 Actual | Proposed Budget | Final Budget |
|--|-------------------------------|-------------------|-------------|-----------------|--------------|
| <b>Total Expense</b>                                       |                               | 143,135.00        | 124,269.15  | 147,500.00      | 147,500.00   |
| <b>Total 4831 Millbrook Water - Treatment &amp; Supply</b> |                               | 143,135.00        | 124,269.15  | 147,500.00      | 147,500.00   |
| <b>4833 Millbrook Water - Standpipe Tower</b>              |                               |                   |             |                 |              |
| <b>Expense</b>   |                               |                   |             |                 |              |
| 03-4833-3225   | Mechanical Repairs & Maintena | 1,000.00          | 0.00        |                 |              |
| 03-4833-3790   | Hydro                         | 2,500.00          | 2,300.88    | 14,700.00       | 14,700.00    |
| 03-4833-4100   | Contracted Services           | 500.00            | 0.00        | 1,000.00        | 1,000.00     |
| <b>Total Expense</b>                                       |                               | 4,000.00          | 2,300.88    | 15,700.00       | 15,700.00    |
| <b>Total 4833 Millbrook Water - Standpipe Tower</b>        |                               | 4,000.00          | 2,300.88    | 15,700.00       | 15,700.00    |
| <b>4834 Sysco Oper. Wastewater Agreement</b>               |                               |                   |             |                 |              |
| <b>Revenue</b>   |                               |                   |             |                 |              |
| 03-4834-9140   | Miscellaneous Revenue         | -48,000.00        | -30,313.42  | -48,000.00      | -48,000.00   |
| <b>Total Revenue</b>                                       |                               | -48,000.00        | -30,313.42  | -48,000.00      | -48,000.00   |
| <b>Expense</b>   |                               |                   |             |                 |              |
| 03-4834-4100   | Contracted Services           | 40,000.00         | 31,857.17   | 40,000.00       | 40,000.00    |
| 03-4834-4700   | Sewer OCWA Service Charges    | 8,000.00          | 5,758.30    | 8,000.00        | 8,000.00     |
| <b>Total Expense</b>                                       |                               | 48,000.00         | 37,615.47   | 48,000.00       | 48,000.00    |
| <b>Total 4834 Sysco Oper. Wastewater Agreement</b>         |                               | 0.00              | 7,302.05    |                 |              |
| <b>4835 Kawartha Downs Wastewater Agreement</b>            |                               |                   |             |                 |              |
| <b>Revenue</b>   |                               |                   |             |                 |              |
| 03-4835-9140   | Miscellaneous Revenue         | -38,000.00        | -40,018.76  | -38,000.00      | -38,000.00   |
| <b>Total Revenue</b>                                       |                               | -38,000.00        | -40,018.76  | -38,000.00      | -38,000.00   |
| <b>Expense</b>   |                               |                   |             |                 |              |
| 03-4835-4100   | Contracted Services           | 30,000.00         | 40,572.06   | 30,000.00       | 30,000.00    |
| 03-4835-4700   | Sewer OCWA Service Charges    | 8,000.00          | 3,100.00    | 8,000.00        | 8,000.00     |
| <b>Total Expense</b>                                       |                               | 38,000.00         | 43,672.06   | 38,000.00       | 38,000.00    |
| <b>Total 4835 Kawartha Downs Wastewater Agreement</b>      |                               | 0.00              | 3,653.30    |                 |              |
| <b>8001 Bulk Water Sale</b>                                |                               |                   |             |                 |              |
| <b>Revenue</b>   |                               |                   |             |                 |              |
| 03-8001-9189   | Other Revenue - Miscellaneous | -75,000.00        | -71,035.00  | -75,000.00      | -75,000.00   |
| <b>Total Revenue</b>                                       |                               | -75,000.00        | -71,035.00  | -75,000.00      | -75,000.00   |
| <b>Expense</b>   |                               |                   |             |                 |              |
| 03-8001-3435   | Material and Supplies         | 1,000.00          | 21.94       | 400.00          | 400.00       |

# General Ledger

## Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account                           | Description                    | 2015 Total Budget | 2015 Actual | Proposed Budget | Final Budget |
|-----------------------------------|--------------------------------|-------------------|-------------|-----------------|--------------|
| 03-8001-3790                      | Hydro                          | 900.00            | 745.70      | 2,000.00        | 2,000.00     |
| 03-8001-4100                      | Contracted Services            | 2,000.00          | 1,518.26    | 5,000.00        | 5,000.00     |
| 03-8001-5600                      | Interdepartmental Charge - Wat | 50,000.00         | 44,404.25   | 50,000.00       | 50,000.00    |
| <b>Total Expense</b>              |                                | 53,900.00         | 46,690.15   | 57,400.00       | 57,400.00    |
| <b>Total 8001 Bulk Water Sale</b> |                                | -21,100.00        | -24,344.85  | -17,600.00      | -17,600.00   |

## General Ledger

### Revenue and Expense Working Current Budget Report

Fiscal Year 2016 To Period 12 by Department

| Account         | Description                             | 2015 Total Budget | 2015 Actual | Proposed Budget | Final Budget |
|-----------------|---|-------------------|-------------|-----------------|--------------|
| 03-4800         | Water Wastewater Administration         | 73,878.00         | 61,189.87   | 68,292.41       | 68,292.41    |
| 03-4809         | Pumping Station                         | 10,100.00         | 6,813.20    | 8,700.00        | 8,700.00     |
| 03-4810         | Millbrook Wastewater Plant              | 304,900.00        | 284,905.76  | 343,000.00      | 343,000.00   |
| 03-4811         | Wastewater Collection System            | 28,745.00         | 25,237.10   | 48,500.00       | 48,500.00    |
| 03-4813         | Contribution to/from Water Reserve      | 0.00              | 0.00        |                 |              |
| 03-4815         | Contribution to/from Wastewater Reserve | 121,042.00        | 221,620.26  | 116,207.59      | 116,207.59   |
| 03-4818         | Wastewater Revenue                      | -431,000.00       | -466,920.09 | -473,000.00     | -473,000.00  |
| 03-4819         | Water Revenue                           | -293,000.00       | -295,771.83 | -303,000.00     | -303,000.00  |
| 03-4820         | Water & Wastewater Other Income         | -14,200.00        | -18,231.98  | -15,800.00      | -15,800.00   |
| 03-4830         | Millbrook Water - Distribution System   | 73,500.00         | 67,977.18   | 61,500.00       | 61,500.00    |
| 03-4831         | Millbrook Water - Treatment & Supply    | 143,135.00        | 124,269.15  | 147,500.00      | 147,500.00   |
| 03-4833         | Millbrook Water - Standpipe Tower       | 4,000.00          | 2,300.88    | 15,700.00       | 15,700.00    |
| 03-4834         | Sysco Oper. Wastewater Agreement        | 0.00              | 7,302.05    |                 |              |
| 03-4835         | Kawartha Downs Wastewater Agreement     | 0.00              | 3,653.30    |                 |              |
| 03-8001         | Bulk Water Sale                         | -21,100.00        | -24,344.85  | -17,600.00      | -17,600.00   |
| Total Revenues: |   | -818,520.00       | -740,186.81 | -881,455.00     | -881,455.00  |
| Total Expenses: |   | 818,520.00        | 740,186.81  | 881,455.00      | 881,455.00   |
| Report Net:     |   | 0.00              | 0.00        |                 |              |





**The Township of Cavan Monaghan  
Water & Wastewater  
Capital Requests in 2016**

Final

| <b>Capital Item Requested</b>                         |              | <b>Requested Purchases</b> | <b>2015 Roll Overs</b> | <b>Reserve/Other Funding Available</b> | <b>Transfer to/from W &amp; WW Reserve</b> |
|---|--------------|----------------------------|------------------------|--|--|
| <b>Water Wastewater Administration</b>                |              |                            |                        |  |  |
| Remote Meter Read (Phase 2 of 2, 50% Allocation)      | 04-4800-3911 | 51,535                     | -1,535                 |  | -50,000                                    |
| <b>Total Water Wastewater Administration</b>          |              | <b>51,535</b>              | <b>(\$1,535)</b>       |  | <b>(\$50,000)</b>                          |
| <b>Water Distribution System</b>                      |              |                            |                        |  |  |
| OCWA Provision for Capital                            | 04-4830-4100 | 250,000                    | -125,000               |  | -125,000                                   |
| Hydrants Provision                                    | 04-4830-4100 | 20,000                     | -20,000                |  | 0  |
| King Street Watermain Replacement (Tupper to Union)   | 04-4830-4100 | 430,000                    | -290,000               | -115,000                               | -25,000                                    |
| King Street Watermain Replacement (Tupper to Union)   | 04-4830-4101 | 30,000                     |                        |  | -30,000                                    |
| King Street Watermain Replacement (Union to West Limi | 04-4830-4100 | 1,200,000                  |                        |  | -1,200,000                                 |
| Buckland Drive Watermain                              | 04-4830-4100 | 185,000                    |                        |  | -185,000                                   |
| Water Service Extensions to Municipal Buildings       | 04-4830-4100 | 40,000                     |                        |  | -40,000                                    |
| Frederick Street Watermain Replacement                | 04-4830-4100 | 150,000                    |                        |  | -150,000                                   |
| <b>Total Water Distribution System</b>                |              | <b>2,305,000</b>           | <b>(\$435,000)</b>     | <b>-115,000</b>                        | <b>(\$1,755,000)</b>                       |
| <b>Millbrook Water - Treatment &amp; Supply</b>       |              |                            |                        |  |  |
| Stand by Generator - Pump House                       | 04-4831-3911 | 80,000                     |                        |  | -80,000                                    |
| <b>Total Water Distribution System</b>                |              | <b>80,000</b>              | <b>\$0</b>             | <b>0</b>                               | <b>(\$80,000)</b>                          |
| <b>Total Water Capital</b>                            |              | <b>\$2,436,535</b>         | <b>(\$436,535)</b>     | <b>(\$230,000)</b>                     | <b>(\$1,885,000)</b>                       |
| <b>Pumping Station</b>                                |              |                            |                        |  |  |
| 6" Flow Meter - Tupper Street                         | 04-4809-3911 | 7,500                      |                        |  | -7,500                                     |
| <b>Total Pumping Station</b>                          |              | <b>\$7,500</b>             | <b>\$0</b>             | <b>\$0</b>                             | <b>(\$7,500)</b>                           |
| <b>Wastewater Collection System</b>                   |              |                            |                        |  |  |
| Manholes  | 04-4811-4100 | 25,000                     |                        |  | -25,000                                    |
| Sewer System Rehabilitation                           | 04-4811-4100 | 200,000                    |                        |  | -200,000                                   |
| Sewer System Relining                                 | 04-4811-4100 | 100,000                    |                        |  | -100,000                                   |
| Trunk Sanitary Sewer Extension (5%)                   | 04-4814-4100 | 80,000                     |                        |  | -80,000                                    |
| Sewer Service Extensions to Municipal Buildings       | 04-4811-4100 | 60,000                     |                        |  | -60,000                                    |
| <b>Wastewater Collection System</b>                   |              | <b>\$465,000</b>           | <b>\$0</b>             | <b>\$0</b>                             | <b>(\$465,000)</b>                         |
| <b>Total Wastewater Capital</b>                       |              | <b>\$472,500</b>           | <b>\$0</b>             | <b>\$0</b>                             | <b>(\$472,500)</b>                         |
| <b>Total Water and Wastewater Capital</b>             |              | <b>\$2,909,035</b>         | <b>(\$436,535)</b>     | <b>(\$230,000)</b>                     | <b>\$2,242,500</b>                         |

**The Township of Cavan Monaghan**  
**Summary of Use of Reserve and Reserve Funds**  
**2015 Estimated Year End Balance**

|  |          | Actuals             | DC Fund            | Adjusted            | 2015 Budget        |                     | Estimated           |
|--|----------|---------------------|--------------------|---------------------|--------------------|---------------------|---------------------|
|  |          | 31-Dec-14           | Reconciliation     | Balance             | Additions          | Withdrawals         | 31-Dec-15           |
| <b>Reserves</b>  |          |                     |                    |                     |                    |                     |                     |
| <b>Committed Reserves</b>                                  |          |                     |                    |                     |                    |                     |                     |
| Building Services Reserve (Building Code Act, 1992)        | Building | \$227,001           |                    | \$227,001           | \$1,735            |                     | \$228,736           |
| Parkland Reserve Fund (City of Peterborough)               | ECD      | \$69,075            |                    | \$69,075            |                    |                     | \$69,075            |
| Water & Wastewater Reserve (SWSSA, 2002)                   | W&WW     | \$1,442,817         |                    | \$1,442,817         | \$121,042          |                     | \$1,563,859         |
| Phase-In Levy Allocation                                   | General  | \$2,126,161         |                    | \$2,126,161         | \$1,841,520        |                     | \$3,967,681         |
| Capital Roll Over (Prior Year)                             | General  | \$222,618           |                    | \$222,618           |                    | (\$108,722)         | \$113,896           |
| Solar Disposal Reserve                                     | General  | \$4,000             |                    | \$4,000             | \$2,500            |                     | \$6,500             |
| Springville & Ebenezer Cemetery Reserve                    | General  | \$26,030            |                    | \$26,030            |                    | (\$250)             | \$25,780            |
| <b>Designated Reserves</b>                                 |          |                     |                    |                     |                    |                     |                     |
| General Working Fund                                       | General  | (\$49,557)          | \$568,555          | \$518,998           |                    | (\$100,000)         | \$418,998           |
| Asset Replacement Reserve                                  | General  | \$8,450,112         |                    | \$8,450,112         | \$1,534,176        | (\$107,000)         | \$9,877,288         |
| Capital Equipment Reserve                                  | General  | \$27,000            |                    | \$27,000            |                    |                     | \$27,000            |
| Community Funding (Grant) Reserve                          | General  | \$71,861            |                    | \$71,861            |                    |                     | \$71,861            |
| Community Wind Concerns                                    | General  | \$300               |                    | \$300               |                    |                     | \$300               |
| Wind Turbine Education Reserve                             | General  | \$3,676             |                    | \$3,676             |                    |                     | \$3,676             |
| Contingency Reserve  | General  | \$143,986           |                    | \$143,986           |                    |                     | \$143,986           |
| Election Reserve   | General  | \$23,237            |                    | \$23,237            | \$10,000           |                     | \$33,237            |
| Land Acquisition   | General  | \$5,144             |                    | \$5,144             |                    |                     | \$5,144             |
| Lottery Funds (OLG) Reserve                                | General  | \$911,169           |                    | \$911,169           | \$3,000,000        | (\$3,000,000)       | \$911,169           |
| Police Stabilization Reserve                               | General  | \$99,482            |                    | \$99,482            |                    |                     | \$99,482            |
| Railway Reserve  | General  | \$19,737            |                    | \$19,737            |                    |                     | \$19,737            |
| Municipal Office Renovation Reserve                        | General  | \$200,000           |                    | \$200,000           |                    |                     | \$200,000           |
| IT Implementation Reserve                                  | IT       | \$41,158            |                    | \$41,158            |                    | (\$5,600)           | \$35,558            |
| Parks and Recreation                                       | ECD      | \$26,170            |                    | \$26,170            |                    |                     | \$26,170            |
| Emergency Equipment  | Fire     | \$502,587           |                    | \$502,587           |                    | (\$31,950)          | \$470,637           |
| Fire Dept Capital  | Fire     | \$17,635            |                    | \$17,635            |                    |                     | \$17,635            |
| Fire Dept HWY Funds  | Fire     | \$62,930            |                    | \$62,930            |                    |                     | \$62,930            |
| Fire Ground Hours  | Fire     | \$11,906            |                    | \$11,906            |                    |                     | \$11,906            |
| Fire Training Reserve (Special Rescue)                     | Fire     | \$0                 |                    | \$0                 | \$5,000            | (\$83)              | \$4,917             |
| Superior Tank Shuttle Res - Fire                           | Fire     | \$25,450            |                    | \$25,450            |                    | (\$4,000)           | \$21,450            |
| Bruce Johnston Library Reserve                             | Library  | \$891               |                    | \$891               |                    |                     | \$891               |
| Library Reserve Expansion                                  | Library  | \$5,728             |                    | \$5,728             |                    |                     | \$5,728             |
| Millbrook Downtown Master Plan Reserve                     | Planning | \$5,000             |                    | \$5,000             |                    |                     | \$5,000             |
| Official Plan  | Planning | \$18,889            |                    | \$18,889            |                    |                     | \$18,889            |
| Zoning By-law Update (2015)                                | Planning | \$100,000           |                    | \$100,000           |                    | (\$100,000)         | \$0                 |
| Millbrook Landfill   | Roads    | \$85,000            |                    | \$85,000            |                    | (\$10,000)          | \$75,000            |
| Pits & Quarries  | Roads    | \$34,783            |                    | \$34,783            |                    |                     | \$34,783            |
| Winter Control   | Roads    | \$0                 |                    | \$0                 |                    |                     | \$0                 |
| Source Water Protection                                    | W&WW     | \$10,000            |                    | \$10,000            | \$16,871           | (\$24,024)          | \$2,847             |
| <b>Total Reserves</b>                                      |          | <b>\$14,971,976</b> | <b>\$568,555</b>   | <b>\$15,540,531</b> | <b>\$6,532,844</b> | <b>-\$3,491,629</b> | <b>\$18,581,746</b> |
| <b>Development Charges</b>                                 |          |                     |                    |                     |                    |                     |                     |
| <b>Development Charges - CMNM By-Law 99-52</b>             |          |                     |                    |                     |                    |                     |                     |
| Parks / Recreation   | ECD      | \$58,374            | (\$58,374)         | \$0                 |                    |                     | closed              |
| Fire Protection  | Fire     | \$182               | (\$182)            | \$0                 |                    |                     | closed              |
| Library  | Library  | \$16,085            | (\$16,085)         | \$0                 |                    |                     | closed              |
| Roads / Bridges  | Roads    | (\$68)              | \$68               | \$0                 |                    |                     | closed              |
| Water / Sewer  | W&WW     | \$63,097            | (\$63,097)         | \$0                 |                    |                     | closed              |
| <b>Development Charges - Cavan Monaghan By-Law 2010-31</b> |          |                     |                    |                     |                    |                     |                     |
| DCRF - Administration (Studies)                            | General  | \$90,122            | (\$90,122)         | \$0                 |                    | (\$30,000)          | (\$30,000)          |
| DCRF - Police Services                                     | General  | \$783               |                    | \$783               |                    |                     | \$783               |
| DCRF - Parks Reserve Fund (Outdoor Rec.)                   | ECD      | \$239,392           | (\$239,392)        | \$0                 |                    |                     | \$0                 |
| DCRF - Recreation (Indoor Recreation)                      | ECD      | \$124,184           |                    | \$124,184           |                    |                     | \$124,184           |
| DCRF - Fire Protection Services                            | Fire     | \$62,145            | (\$62,145)         | \$0                 |                    |                     | \$0                 |
| DCRF - Library   | Library  | \$102,247           | (\$102,254)        | (\$7)               |                    |                     | (\$7)               |
| DCRF - Roads and Related                                   | Roads    | (\$102,313)         | (\$68)             | (\$102,381)         |                    |                     | (\$102,381)         |
| DCRF - Stormwater Management                               | W&WW     | \$3,029             |                    | \$3,029             |                    |                     | \$3,029             |
| DCRF - Wastewater Services                                 | W&WW     | \$37,562            | \$23,346           | \$60,908            |                    |                     | \$60,908            |
| DCRF - Water Services                                      | W&WW     | \$463               | \$39,751           | \$40,214            |                    |                     | \$40,214            |
| <b>Total DC Reserves</b>                                   |          | <b>\$695,284</b>    | <b>(\$568,555)</b> | <b>\$126,729</b>    | <b>\$0</b>         | <b>-\$30,000</b>    | <b>\$96,729</b>     |
| Parkland   | ECD      | \$74,518            |                    | \$74,518            |                    |                     | \$74,518            |
| Federal Gas Tax  | Roads    | \$142,230           |                    | \$142,230           | \$240,000          | (\$302,000)         | \$80,230            |
| <b>Estimated TOTAL Reserves &amp; DC Reserves</b>          |          | <b>\$15,884,008</b> | <b>\$0</b>         | <b>\$15,884,008</b> | <b>\$6,772,844</b> | <b>-\$3,823,629</b> | <b>\$18,833,223</b> |



**Regular Council Meeting**

|                       |   |
|-----------------------|---|
| <b>To:</b>            | Mayor and Council   |
| <b>Date:</b>          | February 1, 2016  |
| <b>From:</b>          | Brigid Ayotte – Economic & Community Development Co-ordinator |
| <b>Report Number:</b> | ECD 2016-01   |
| <b>Subject:</b>       | Community Grants 2016   |

**Recommendation:**

That Council receive the proposed 2016 Community Grant budget of \$58,812 for consideration as part of the 2016 Budget process.

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**Overview:**

At the June 3, 2013 Regular Council Meeting, Council adopted the 2014 Community Grants Policy (attached) CGP. The 2016 Applications were made available by the ECD Department and posted on the Municipality’s website. A press release announcing the 2016 Grant program was also distributed.

On an annual basis a maximum of 1% of the previous year tax levy is allocated to the CGP for distribution to successful applicants. Therefore, the maximum for the 2015 allocations is \$58,887.

Eligibility consideration was established with criteria, including up to date reporting and reconciliation of prior year successful applications. There were 21 applications submitted with all 21 considered eligible. The maximum grant available from the Township of Cavan Monaghan is \$2,500 per organization.

There are three organizations that receive the annual funding of \$2,500 who are not required to submit applications, which are the Millbrook BIA (flowers), Millbrook Fair and Millbrook & District Food Share. In the May 13<sup>th</sup>, 2014 Regular Council meeting, Council supported the recommendation put forward in Report Number CAO 2014-03 “That during the 2015 budget process \$10,000 be committed through the Community Grant process for the Family Physician Recruitment Policy each year moving forward when/if required”. The BIA requested in January 2015 to have the Township maintain the downtown flower baskets and in lieu, pending Council decision, would not receive the \$2,500 annual funding in the CGP. The BIA has put forward the same request this year.

The complete list of applicant organizations, the application requested amount and recommended 2016 grant allocations of \$58,812 are attached for Council's consideration.

The Director of Finance and the Economic and Community Development Co-ordinator evaluated each application based on criteria outlined in the eligibility and criteria statements of the policy.

These include:

- Event Status/type
- Volunteer Development
- Local Priority
- Community Support
- Evidence of Need for Assistance
- Other Funding Availability
- Exploration of other funding
- Effort to reduce Reliance on Funding
- Clear goals and expected outcomes
- Uniqueness of Service
- Addresses Identified Barriers

The applications received exceed the 2015 maximum budget allocation by \$1,575. Applicants who received a score of less than 50% of the eligible points available were reduced by 10% bringing the total budget under the maximum 2015 allocation of \$58,887.

The following considerations were used in proposing allocations that reflect fiscal responsibility and accountability;

1. The policy is very clear that the Township of Cavan Monaghan does not use community grants as a direct or indirect donation to charitable causes. This indicates that the Township of Cavan Monaghan does not use community grants to provide funds to an organization to be redistributed as a charitable donation to another organization.
2. Some applications contained requests for ineligible expenses (Operational Costs) combined with eligible expenses (Capital Costs). The recommended allocation represents the eligible portion only. Based on past practice the Reconciliation Package provided to the recipient clearly indicates both the spending eligibility criteria and the dollar amount awarded.
3. Some applicants have outstanding reconciliation information that is still required prior to granting funding in 2016. Once this information is received it will complete prior year reconciliation reports, clarify actual projects for completion and ensure accountability of all applicants prior to the distribution of 2016 funding.
4. The Community Grant Policy is constantly under review as part of the budget process. All recipients will be advised of this on-going review and will be

reminded that the granting of assistance in one year is not to be considered a commitment to grant such assistance in future years.

**Financial Impact:**

The total amount required to fund these proposed allocations is included in the 2016 Draft Budget. The 2015 proposed budget includes the \$58,812 for grant distribution to successful applicants.

The 2014 approved budget has transferred the budgeting of Community Grants from Operating into Capital. This was to reflect the historical funding for community grants from the OLG Revenues and maintain all of the projects funded by OLG Revenues in one location. The new Community Recognition Program (CRP) requirement under the Ontario Lottery and Gaming Corporation requires that the Township will spotlight and show local citizens exactly “where the money goes” and increase public awareness and transparency about host communities.

**Attachments:**

1. Community Funding Grants Policy
2. 2016 Grant Applications Summary

Respectively Submitted by:

Reviewed by:

Brigid Ayotte  
Economic & Community Development Co-ordinator

Kimberley Pope  
Director of Finance/Treasurer

Yvette Hurley  
Chief Administrative Officer



## **Community Funding Grants Policy**

### **Policy Statement**

Many programs and services are provided through the volunteer efforts of not-for-profit community organizations to enhance the quality of life for citizens and complement and often supplement programs beyond the Township's capability. The Community Grants Program (CGP) demonstrates Council's commitment to working with these not-for-profit volunteer community individuals and organizations to provide beneficial programs and services to the community. Municipal CGP are intended to support not-for-profit organizations serving primarily Township residents. Organizations that serve residents of the larger Peterborough County may also be considered, however priority will be given to those requests from within the Township.

This policy establishes eligibility requirements and the application/approval process. Council of the Township of Cavan Monaghan will consider contribution to the CGP, as part of the proposed operating budget for the upcoming calendar year. On an annual basis a maximum of 1% of the previous year tax levy will be allocated to the CGP for distribution to successful applicants. Should the entire 1% allocation not be used, the remaining funds would be used as part of the Asset Replacement Funding for that budget year.

There are organizations that make an annual commitment to enhancing quality of life and enhance the image of the Township of Cavan Monaghan. The following organizations/activities have been approved by Council for annual funding without an application.

| <b>Application Exemption Organization</b>                | <b>Amount</b> |
|--|---------------|
| Millbrook Fair   | Maximum       |
| Millbrook BIA  | Maximum       |
| Millbrook & District Food Share                          | Maximum       |
| Family Physician Recruitment Policy (CAO Report 2014-03) | \$10,000      |

These identified organizations are required to present audited statement back to the Township and continue to work with staff and Council to ensure the success of their events/initiatives.

## **Procedure**

### **Eligibility**

The following may be eligible for a Community Grant:

- Not-for-profit community groups or organizations.
- Events of a municipal, provincial or national significance, which could be expected to bring economic and/or public relations benefit to the municipality.
- Events or services that demonstrate community benefit through promotion of recreation, artistic, environmental, humanitarian or cultural opportunities within the Township.
- Any urgent and pressing events and natural disasters (i.e. fire, flood, earthquake).
- Individuals, groups or teams who require assistance to participate in recognized regional, provincial, national or individual championships and will promote their connection to the Township.

Additional consideration will be given to those that:

- Promote and encourage volunteerism within the community.
- Address an identified local priority through any of the Township Planning Processes.

Each applicant (individuals, groups, organizations) must demonstrate or provide evidence that:

- There is community support for the programs or services.
- There is a need for financial assistance.
- Adequate funding for the programs or services is not available from other sources.
- It is presently exploring, or has fully explored, the potential funding from other sources, from other levels of government, the private sector, memberships, donations and fundraising activities.
- It is making an effort to reduce reliance on municipal funding so other emerging needs or opportunities may be considered.
- There is evidence of clear goals and expected outcomes associated with the requested funding.
- Uniqueness of service (does not duplicate but may complement an existing service); Involvement from other community partners is included; Barriers are being addressed.

## **Purpose of Community Grant Funding**

Grants may be provided to eligible applicants, as defined above, for:

- General capital expenses (capital expenses are defined as those purchases or betterments that have more than one year of useful life and are not to be used for re-sale or distribution).
- Activities/functions/events predominately occurring within the Township boundaries. (Consideration will be given to initiatives serving the broader Peterborough community provided there is a direct benefit to Township residents.
- Activities/functions/events addressing a community need, responding to an under-served demand, or contributing to the positive image of the Township.

The Grant Program is not intended to provide funding:

- For overhead operating costs (i.e. rent, utilities, wages, office supplies, furniture and equipment, taxes, insurance, fuel costs, etc.) that are required for day to day operation of and provision of services by the applying organization.
- On a retroactive basis for events that have already occurred.
- To coalitions such as ratepayer or tenant/landlord associations or to support programs or services geared specifically to these organizations.
- To organizations aligned with any political party, or to support programs or services which are political in nature.
- To support programs or services which are operated under the authority of another level of government, such as social services
- To fund a project or activity that is eligible for funding offered by another level of government.
- As direct or indirect donations to charitable causes.
- For debt retirement; or
- To an applicant that has not filed a reconciliation report for previous year's grant.

## **Funding Characteristics**

1. A Community Funding Grant term is one calendar year.
2. Funding approvals are made in the current year as part of the municipal budget process.3. There will be a 10% contingency fund established from the allocated budget and transferred to the Community Funding Reserve Account for unforeseen requests that may arise.
4. The application form is to be used when applying for any funds and must be legible and completed in full.
5. Organizations may only apply for one grant within the current year.
6. The maximum grant available from the Township of Cavan Monaghan to any one application is \$2,500.00.



7. The deadline for applications will be September 30<sup>th</sup> of each year as part of the annual budget process. Late submissions will not be considered.
8. Applications will be available from the Economic and Community Development Department or on the Township's website a minimum of sixty (60) days prior to the submission deadline.
9. In order to be considered a complete application, a signed hard copy of the application and attachments are required. Electronic submissions will be accepted but only when accompanied by a signed hard copy by the deadline.
10. Completed application forms must be submitted to the Economic and Community Development Department, Attention: Brigid Ayotte, 988 County Road 10, Millbrook, ON L0A 1G0.

## **Application**

Applicants will be required to provide a complete and legible application form that may include:

1. Information about the organization and its programs or services.
2. A statement of the organization's goals and objectives, constitution and by-laws or, if a new organization, operating guidelines.
3. Minutes of an executive/board meeting, if applicable, at which the application was approved.
4. Evidence to establish the organization's eligibility in terms of the evaluation criteria outlined in this policy.
5. A description of how the organization intends to measure the success (including volunteer hours and number of residents served) of the program or service if the funding request is approved.
6. Audited (where applicable) financial statements for the previous year.
7. Disclosure of any past Community Grant(s) and the total amount awarded; and
8. Specific financial information related to the organization's expenses, revenues and assets on the prescribed form including:
  - a) A budget for the upcoming year and/or project.
  - b) A year-to-date financial statement.
  - c) A statement disclosing all assets and reserve funds and any anticipated year-end surplus.
  - d) Reporting of other sources of funding, other than the Township Community Grants.
  - e) Matching and/or fundraising dollars if appropriate (proof of matching funds must be filed with the Township prior to the release of funds).

If necessary, Township staff can provide assistance with completing the application form.

## **Process**

1. The Economic Development Co-ordinator and the Director of Finance/Treasurer, or designates, will be appointed to review and evaluate all grant submissions based on the eligibility criteria and demonstration of evidence provided.
2. A report summarizing the submissions and their eligibility based on the criteria herein will be submitted by staff to Council for consideration.
3. Applicants will be notified of any allocation awarded following final Council approval of the annual budget and a cheque for the amount awarded will be forwarded approximately one month following final approval, unless other specific conditions are recommended and approved by Council.
4. Within sixty (60) days of utilization of grant dollars, or by December 31 of the granted year, a reconciliation report, provided at the time of granting, is to be submitted to the Township. This reconciliation report shall include:
  - a) Copies of any receipts for funding used.
  - b) Any promotional items where the Township is identified as a funding partner.
  - c) Summary of the measurement of success as identified in the application process.
  - d) Returned funds, for any unused grant dollars.

## **Conditions**

1. In the event that the funds are not used for the project or programs as described in the application or if there are misrepresentations in the application, the full amount of the financial assistance may be payable forthwith to the Township.
2. If there are any changes in the funding of the project from that contemplated in the application the Township must be notified through the Finance Department.
3. The Township may at any time wish to verify the approved funding and therefore a site visit or further information/documentation may be required.
4. The applicant will make or continue to make attempts to secure funding from other sources as indicated in its application.
5. The applicant will keep proper books of accounts for all receipts and expenditures relating to the project or program.
6. The applicant will make available for inspection by the Township or its auditors all records and books of accounts of the applicant upon request from the Township. An audited statement may be required.

7. If the project or program proposed in the application is not commenced, or not completed, and there remain Township funds on hand, or the project or program is completed without requiring the full use of the Township funds, or Council directs that the funds be returned, such funds will be returned to the Township through the Director of Finance/Treasurer.
8. The project or program may not be represented as a municipal project or program, and the applicant does not have the authority to hold itself out as an agency of the Township in any way, the only relationship being that the Township has approved and granted financial assistance.
9. Grant recipients are required to acknowledge the financial support of the Township in all advertising, publicity, programs and signage for which funds are granted, and must follow the established Logo Standards.
10. The granting of assistance in any year is not to be considered a commitment to grant such assistance in future years.

## 2016 Community Grants Application Summary

| <b>Organization</b>                             | <b>Funds Requested</b> |                  | <b>Recommended Allocation</b> |                  |
|---|------------------------|------------------|-------------------------------|------------------|
| Quilts for Cancer                               | \$                     | 2,500.00         | \$                            | 2,250.00         |
| Millbrook Community Choir                       | \$                     | 2,000.00         | \$                            | 1,800.00         |
| Ninth Line Cemetary Board                       | \$                     | 3,000.00         | \$                            | 2,500.00         |
| Royal Canadian Legion                           | \$                     | 2,500.00         | \$                            | 2,500.00         |
| Shield Cemetary                                 | \$                     | 2,500.00         | \$                            | 2,500.00         |
| Millbrook Zucchini Festival                     | \$                     | 200.00           | \$                            | 200.00           |
| Millbrook & District Minor Hockey               | \$                     | 2,500.00         | \$                            | 2,500.00         |
| Millbrook Figure Skating Club                   | \$                     | 2,000.00         | \$                            | 2,000.00         |
| St. John's Church Ida - Cavan Hills Country Run | \$                     | 1,000.00         | \$                            | 900.00           |
| Mount Pleasant Women's Institute                | \$                     | 2,327.00         | \$                            | 2,327.00         |
| Centreville Presbyterian Cemetary               | \$                     | 2,500.00         | \$                            | 2,400.00         |
| Peterborough County Plowmen's Association       | \$                     | 200.00           | \$                            | 200.00           |
| Cavan Monaghan Community Policing               | \$                     | 2,500.00         | \$                            | 2,500.00         |
| Cavan Monaghan Barn Quilt Trail Committee       | \$                     | 2,500.00         | \$                            | 2,500.00         |
| 4th Line Theatre                                | \$                     | 2,500.00         | \$                            | 2,000.00         |
| Fraserville Cemetary & Chapel                   | \$                     | 2,500.00         | \$                            | 2,500.00         |
| Maple Leaf Cavan FC (Soccer Club)               | \$                     | 2,500.00         | \$                            | 2,500.00         |
| Community Care Peterborough, Millbrook Office   | \$                     | 2,485.00         | \$                            | 2,485.00         |
| St. Paul's Anglican Cemetary                    | \$                     | 2,500.00         | \$                            | 2,500.00         |
| Old Millbrook School Family Centre              | \$                     | 2,250.00         | \$                            | 2,250.00         |
|   |                        |                  |                               |                  |
| <b>Subtotal</b>                                 | <b>\$</b>              | <b>42,962.00</b> | <b>\$</b>                     | <b>41,312.00</b> |
|   |                        |                  |                               |                  |
| Millbrook Agricultural Society                  | \$                     | 2,500.00         | \$                            | 2,500.00         |
| Millbrook BIA                                   | \$                     | 2,500.00         | \$                            | 2,500.00         |
|   |                        |                  |                               |                  |
| Millbrook & District Food Share                 | \$                     | 2,500.00         | \$                            | 2,500.00         |
| Family Physician Recruitment Policy             | \$                     | 10,000.00        | \$                            | 10,000.00        |
| <b>Subtotal</b>                                 | <b>\$</b>              | <b>17,500.00</b> | <b>\$</b>                     | <b>17,500.00</b> |
| <b>Total</b>                                    | <b>\$</b>              | <b>60,462.00</b> | <b>\$</b>                     | <b>58,812.00</b> |



**Regular Council Meeting**

|                       |  |
|-----------------------|--|
| <b>To:</b>            | Mayor and Council  |
| <b>Date:</b>          | February 15, 2016  |
| <b>From:</b>          | Bill Balfour, Fire Department  |
| <b>Report Number:</b> | Fire Department 2016-01  |
| <b>Subject:</b>       | Tiered Medical Response Agreement with County of Peterborough Paramedic Services |

**Recommendations:**

- 1) That Council review and approve the Tiered Medical Response Agreement with County of Peterborough Paramedic Services, and
- 2) That By-law No. 2016-12 be approved.

**Overview:**

All Peterborough County Fire Chiefs received a letter dated August 17, 2015 from Rob Acheson, Field Manager Central East Field Office of the Ministry of Health and Long-Term Care (MOHLTC) (Attachment No. 1) advising that the Province was going to cease within 120 days tiering the Cavan Monaghan Fire Department to medical calls within the Township boundaries. These services were approved by Council with the acceptance of the County of Peterborough Mutual and Automatic Aid Plan and Program, and more specifically Appendices L and L-2 thereto (Attachment No. 2) unless an agreement was reached between the Township and the County of Peterborough.

The Fire Chief requested an extension of time from the MOHLTC together with a sample agreement that had been approved in other regions. The Fire Chief also met with the other County of Peterborough Fire Chiefs and the Chief of Paramedics of Peterborough County/City Paramedics (PCCP) to modify an agreement to meet local needs and circumstances.

During this time there was a report presented by the Chief of Paramedics to County Council dated December 16, 2015. A discussion ensued amongst County Councilors regarding the issue and legislated authority to enter into such an agreement. Direction was provided to the Chief of Paramedics to meet with County Fire Chiefs and to formalize an agreement that would satisfy the MOHLTC ensuring no changes to the current levels of service to area residents as found in Appendices L and L-2 of the County of Peterborough Mutual and Automatic Aid Plan and Program (Attachment No. 2).

On January 25, 2016 a meeting was held with the County Fire Chiefs and Chief of Paramedics wherein the agreement was finalized. It was agreed by both agencies that quarterly meetings would take place between the two agencies in an effort to find efficiencies.

On February 3, 2016 County Council received a report from Randy Mellow, Chief of Paramedics, and approved entering into the agreement which is before Cavan Monaghan Council today (Attachment No. 3).

Council is well aware that only Council can determine and set the levels of service to its residents for its fire services. The Fire Chief is recommending the signing of this Agreement (Attachment No. 3) to satisfy the MOHLTC requirement. The Agreement before Council today contains some changes in wording for clarity for the Central Ambulance Communication Centre (CACC), while at the same time keeping with the approved level of service regarding Fire Department responses to medical emergencies.

**Financial Impact:**

None.

**Attachments:**

1. Letter dated August 17, 2015 from Ministry of Health and Long-Term Care.
2. Appendices L and L-2 of the Peterborough County Mutual and Automatic Aid Plan and Program.
3. Draft Tiered Medical Response Agreement with County of Peterborough Paramedic Services.
4. Draft By-law No. 2016-12.

Respectfully Submitted by,

Reviewed by,

Bill Balfour  
Fire Chief

Yvette Hurley  
Chief Administrative Officer

**Ministry of Health and Long-Term Care**

Emergency Health Services Branch  
79 Spring St., P.O. Box 790  
Almonte ON K0A 1A0  
Tel.: 613-256-3070  
Fax: 613-256-4318  
Toll Free: 888-893-9728

**Ministère de la Santé et des Soins de longue durée**

Direction des services de santé d'urgence  
79 rue Spring, C.P. 790  
Almonte ON K0A 1A0  
Tél.: 613-256-3070  
Télééc.: 613-256-4318  
Appels sans frais: 888-893-9728



August 17<sup>th</sup>, 2015



Bill Balfour  
Fire Chief  
Cavan Monaghan Fire Department  
988 County Road 10  
Millbrook ON L0A 1G0

**Re: Tiered Response Agreements with Paramedic Services**

Dear Fire Chief Balfour:

This is further to our recent conversation on the above topic. Thank you for taking the time to discuss this.

As discussed your fire department currently is notified to respond to certain medical calls based on protocols in place with the Ministry of Health and Long-Term Care's (MOHLTC) Central Ambulance Communication Centre (CACCs). These protocols were established following a collaborative process a number of years ago when the MOHLTC (through its CACC) took a more active role in establishing them.

Medical responses for ambulance services that initiate through the ambulance system (via CACCs) are the responsibility of the upper tier municipality (i.e. County) via its paramedic service. As a result, agreements for notification for response by fire departments for purposes of medical response should be governed by virtue of an agreement between the UTM and responding fire departments, where deemed appropriate. The majority of notifications to fire departments for purpose of medical response in Ontario follow this model which sees notification for agreed upon criteria go from the respective CACC to fire departments. Such a change would align your department with that majority.

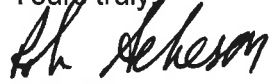
As such please accept this as notice that the current medical response notification procedures will cease 120 days from receipt, should the respective CACC not be in receipt of a copy of an agreement between your department and the upper tier municipality for the purposes of medical response. Once received, notifications will only occur based on the agreement's criteria.

The UTM's Chief Administrative Officer and Paramedic Service Chief have also been notified about the need for this change by our office and the timeframe we have outlined above. Should additional time be required to negotiate these agreements please contact our office.

...../2

Please feel free to contact our office with any questions you may have.

Yours truly,



Rob Acheson  
Field Manager  
Central East Field Office

- c R. Mellow, Chief of Paramedics, Peterborough County/City Paramedics,  
C. Naismith, Manager, Lindsay CACC



**Appendix “L-2”**  
**The County of Peterborough Fire Services**

**Medical Tiered Response Program:**

**LEVELS OF RESPONSE**

1. All Fire Departments to be tiered upon committal of call, for the conditions in Box 1 on proceeding page.
2. For all other Code 4 calls, as per set criteria, please see Box 2 on proceeding page.

| <b>Municipality</b>                      | <b>RESP.<br/>10 min</b> | <b>RESP.<br/>15 min</b> | <b>RESP.<br/>25 min</b> |
|--|-------------------------|-------------------------|-------------------------|
| <b>ASPHODEL-<br/>NORWOOD</b>             | <b>X</b>                |                         |                         |
| <b>CAVAN<br/>MONAGHAN</b>                | <b>X</b>                |                         |                         |
| <b>DOURO -<br/>DUMMER</b>                | <b>X</b>                |                         |                         |
| <b>TRENT LAKES</b>                       | <b>X</b>                |                         |                         |
| <b>HAVELOCK<br/>BELMONTE<br/>METHUEN</b> | <b>X</b>                |                         |                         |
| <b>NORTH<br/>KAWARTHA</b>                | <b>X</b>                |                         |                         |
| <b>OTONABEE-<br/>SOUTH<br/>MONAGHAN</b>  | <b>X</b>                |                         |                         |
| <b>CITY OF<br/>PETERBOROUGH</b>          | <b>X</b>                |                         |                         |
| <b>SELWYN</b>                            | <b>X</b>                |                         |                         |

THIS AGREEMENT made this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**BETWEEN THE PARTIES OF:**

**The Corporation of the Township of Asphodel-Norwood  
2357 County Road 45, Norwood, Ontario K0L 2V0  
Represented by the Township of Asphodel-Norwood  
Department of Fire and Emergency Services  
(Hereinafter referred to as "*Fire Service*")**

**The Corporation of the Township of Cavan Monaghan  
988 County Road 10, Millbrook, Ontario L0A 1G0  
Represented by the Township of Cavan Monaghan  
Department of Fire and Emergency Services  
(hereinafter referred to as "*Fire Service*")**

**The Corporation of the Township of Douro-Dummer  
894 South Street, Warsaw, Ontario K0L 3A0  
Represented by the Township of Douro-Dummer  
Department of Fire and Emergency Services  
(hereinafter referred to as "*Fire Service*")**

**The Corporation of the Township of Havelock-Belmont-Methuen  
1 Ottawa Street East, Havelock, Ontario K0L 1Z0  
Represented by the Township of Havelock-Belmont-Methuen  
Department of Fire and Emergency Services  
(hereinafter referred to as "*Fire Service*")**

**The Corporation of the Township of North Kawartha  
280 Burleigh Street, Apsley Ontario K0L 1A0  
Represented by the Township of North Kawartha  
Department of Fire and Emergency Services  
(hereinafter referred to as "*Fire Service*")**

**The Corporation of the Township of Otonabee-South Monaghan  
20 Third Street, Keene, Ontario K0L 2V0  
Represented by the Township of Otonabee-South Monaghan  
Department of Fire and Emergency Services  
(hereinafter referred to as "*Fire Service*")**

**The Corporation of the Township of Selwyn  
1310 Centre Line, Bridgenorth, Ontario K0L 1H0  
Represented by the Township of Selwyn  
Department of Fire and Emergency Services  
(hereinafter referred to as "*Fire Service*")**

**The Corporation of the Municipality of Trent Lakes  
701 County Road 36, Bobcaygeon, Ontario K0M 1A0  
Represented by the Municipality of Trent Lakes  
Department of Fire and Emergency Services  
(hereinafter referred to as "Fire Service")**

**And**

**The Corporation of the County of Peterborough  
470 Water Street, Peterborough, Ontario K9H 3M3**

**Represented by the Peterborough City/County Paramedic Service  
(hereinafter referred to as the "Paramedic Service")**

**WHEREAS** the Municipal Act, 2001 provides authority for municipalities to pass by-laws to enter into agreements with persons or municipalities for the purpose of receiving fire protection services; and;

**WHEREAS** the Municipal Act, 2001, SO 2001, c.25, as amended, section 20(1) provides that a municipality may enter into an agreement with one or more municipalities or local bodies, as defined in section 19, or a combination of both to jointly provide, for their joint benefit, any matter which all or of them have the power to provide their own boundaries;

**WHEREAS** the Municipal Act, 2001, SO 2001, c.25, as amended, section 11(6) provides that a lower tier municipality and upper tier municipality may pass by-laws, subject to the rules set out in subsection (4) respecting the health, safety and well-being of persons;

**WHEREAS** the Corporation of the County of Peterborough have established and organized the Peterborough Paramedic Service to provide land ambulance service in the City and County of Peterborough as authorized by the Ontario Minister of Health and Long-Term Care; and

**WHEREAS** the participation of local fire departments in tiered response for medical emergencies is set out in the Schedule "A" - Call Out Procedures, and Schedule "B" Roles and Responsibilities as attached hereto and forms part of this agreement; and

**WHEREAS** it is recognized that the Municipal Council sets the level of service to be provided by its Fire Service, the Paramedic Service shall provide the established Call Out Procedures set out in this agreement for the Fire Service, to the Central Ambulance Communication Centre; and

**NOW THEREFORE BE IT RESOLVED THAT** the Fire Service is hereby authorized to participate in the Tiered Response Program with the Paramedic Service as set out within the attached, Schedule "A" Call Out Procedures, and Schedule "B" Roles and Responsibilities; and

**BE IT FURTHER RESOLVED THAT** the Tiered-Response Program shall be reviewed as needed by both the Paramedic Service and Fire Service and affirmed, modified or revoked as required; and approved by the Municipal Councils; and

**BE IT FURTHER RESOLVED THAT** this Agreement inclusive of Schedules "A" and "B" replaces Section 6 of the Peterborough County Mutual Aid Plan, entitled the Peterborough County Medical Tiered Response Program and its appendices; and

**BE IT FURTHER RESOLVED THAT** it is especially agreed by the parties that any performance of the terms and obligations contained herein do not constitute the relationship of an employer/employee or principal, agent or a partnership or joint venture between the parties or between the officers, employees or agents of the parties.

This Agreement and attached schedules constitute the entire Agreement between the parties. There are no undertakings, representations or promises, express or implied, other than those contained in this agreement.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement

On behalf of the **Corporation of the County of Peterborough**

\_\_\_\_\_ dated this \_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_  
**Warden**

\_\_\_\_\_ dated this \_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_  
**Clerk**

On behalf of the **Corporation of the Township of Asphodel-Norwood**

\_\_\_\_\_ dated this \_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_  
**Mayor**

\_\_\_\_\_ dated this \_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_  
**Clerk**

On behalf of the **Corporation of the Township of Cavan Monaghan**

\_\_\_\_\_ dated this \_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_  
**Mayor**

\_\_\_\_\_ dated this \_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_  
**Clerk**

On behalf of the **Corporation of the Township of Douro-Dummer**

\_\_\_\_\_ dated this \_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_  
**Mayor**

\_\_\_\_\_ dated this \_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_  
**Clerk**

On behalf of the **Corporation of the Township of Havelock-Belmont-Methuen**

\_\_\_\_\_ dated this \_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_  
**Mayor**

\_\_\_\_\_ dated this \_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_  
**Clerk**

On behalf of the **Corporation of the Township of North Kawartha**

\_\_\_\_\_ dated this \_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_  
**Mayor**

\_\_\_\_\_ dated this \_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_  
**Clerk**

On behalf of the **Corporation of the Township of Otonabee-South Monaghan**

\_\_\_\_\_ dated this \_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_  
**Reeve**

\_\_\_\_\_ dated this \_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_  
**Clerk**

On behalf of the **Corporation of the Township of Selwyn**

\_\_\_\_\_ dated this \_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_  
**Mayor**

\_\_\_\_\_ dated this \_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_  
**Clerk**

On behalf of the **Corporation of the Municipality of Trent Lakes**

\_\_\_\_\_ dated this \_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_  
**Mayor**

\_\_\_\_\_ dated this \_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_  
**Clerk**

## Schedule "A" - Call Out Procedures

### Paramedic Service and Fire Service Tiered Response Agreement

#### TIERED RESPONSE:

The ultimate goal of "tiered response" for medical emergencies is to provide the quickest/immediate first response resources and skills to out of hospital medical emergencies in situations where there is a high probability of clinical benefit and advantage in the fire department's arrival in advance of Paramedic resources.

#### TIERED RESPONSE AGREEMENT:

Call Out Procedures shall ensure that the fire department communications center will be notified to allow near immediate/simultaneous assignment of fire services;

1. Vital Signs Absent - VSA
2. Unconscious
3. Real or Suspected Heart Attack, Chest Pains
4. Airway Compromise – Airway Obstruction, Absence of Breathing, Shortness of Breath
5. Motor Vehicle Collision - MVC
6. Seizure – NO History
7. Severe Trauma – Injury, Uncontrolled Bleed, Burns,
8. Trapped Person – Rescue, Extrication, Ice and Water, Remote Access

#### **ALL OTHER CODE-4 CALLS:**

Other Code 4 Emergency calls: Time Criteria - Response 10  
If EMS response time is to be greater than 10 minutes

Or

Any other "Life Threatening Condition" as deemed by the CACC  
Officers best judgment

Or

Upon request by a Paramedic or PCCP Superintendent

The Fire Department will not be tiered to the following:

Calls where threats of violence and/or weapons exists, **unless** requested by Police or EMS for standby/safety.

**Tiered Response Schedule "A" continued.**

**Lift Assist**

- **Fire Service direct contact from caller request for lift assist;**  
Fire Service will immediately notify EMS of the response request. Fire will update the CACC and EMS upon assessment. EMS will decide if their response is required or to be cancelled.
- **EMS request for Fire Service lift assist;**  
Standard fire service medical response
- **CACC receiving calls for Fire for Lift Assist will immediately notify EMS**

**\*NOTES\*:**

**\*The criteria for medical tiered response is in addition to the usual incidents requiring Fire Services response under their fire suppression, rescue and/or Hazardous Materials Spills mandate where CACC notification of fire departments is to be automatic.**

**\*Once a tiered response has been initiated updates will be provided by EMS and CACC. Each FD shall follow their protocols according to their Fire Departments Standard Operating Guidelines.**

## Schedule “B” – Roles and Responsibilities

### Paramedic Service and Fire Service Tiered Response Agreement

Written agreements provide a framework for cooperation of emergency services on a local level. The purpose of this agreement is to outline the roles and responsibilities of the Paramedic Service and the Fire Service.

#### **The Fire Service Shall:**

- Ensure that all responding personnel at a minimum have been trained and certified by a credible agency in valid Cardiopulmonary Resuscitation (CPR) Level C with the defibrillation component.
- Ensure that all personnel providing patient care have been trained and certified in First Aid every three (3) years or as specified by the certification body.
- Ensure all defibrillators are maintained in accordance with the manufacturer’s recommendations.

#### **The Paramedic Service Shall:**

- The County and PCCP may offer assistance in the procurement of medical equipment, such as, but not limited to arranging purchases, vendor contracts, etc.
- Exchange disposable medical equipment at the scene with the applicable fire service where possible.

#### **Terms and Conditions:**

The Paramedic Service will not financially reimburse local fire services for participating in the agreement; however, it does sponsor a disposable equipment exchange program where certain equipment is replaced at no cost.

Paramedic Supplies, Exchange and Requisition Form is attached as “Appendix A” outlining the disposable equipment inventory

**Fire emergencies and rescues shall take precedent over requests for medical tiered response notifications and it is recognized that Fire Services may not be able to respond upon notification if occupied with another emergency or for any other reason as determined by their senior on duty fire officer and/or by CACC.**

Each Municipality may tailor the medical tiered response agreement to address specific situations within their municipality. Any changes to the medical tiered response agreement shall initiate a meeting between the Fire Chief and Paramedic Chief. All proposed changes shall be mutually satisfactory to both parties prior to being forwarded to the respective Councils for approval.

#### **Dispute / Issue Arbitration:**

1. Concerns/Issues arising between the Paramedic Service and the Fire Service(s), the Fire Chief and the Paramedic Chief shall try and resolve the issue or concern. Disputes or issues must be clearly stated in writing and shall include the time, date, location and all parties involved.



Upon request of the *Participant(s)* the *Fire Coordinator* shall arrange a meeting to resolve the concern/issue between the parties.

**Termination/Modification of Service:**

Written notification must be sent to either party regarding termination of this agreement giving **365** days' notice.

The Office of the Fire Marshall and Emergency Management, the Ministry of Health and Long Term Care, Municipalities, Peterborough County/City Health Unit, the Peterborough Paramedic Service and the Peterborough County Fire Chiefs, and the Fire Coordinator may review, recommend, and/or modify certain medical responses as outlined in this agreement during times of severe medical emergencies.



## Medical Equipment Requisition Form

| Date of Incident | Call Number or Call Location | Type of Equipment |
|------------------|------------------------------|-------------------|
|                  |                              |                   |
|                  |                              |                   |
|                  |                              |                   |
|                  |                              |                   |
|                  |                              |                   |
|                  |                              |                   |
|                  |                              |                   |
|                  |                              |                   |
|                  |                              |                   |

**Fire Service Name**

## The Township of Cavan Monaghan

### By-law No. 2016-12

#### **Being a by-law to authorize the Township of Cavan Monaghan to enter into a Tiered Response Agreement with County of Peterborough Paramedic Services with the Townships of Douro-Dummer, Trent Lakes, Havelock-Belmont-Methuen, Asphodel-Norwood, North Kawartha, Otonabee-South Monaghan, Selwyn, and the County of Peterborough**

**Whereas** the Municipal Act, 2001, c. 25, s. 19(2) provides that a municipality may exercise its powers, other than its power to impose taxes, to provide a municipal system to provide a service or thing in an area in another municipality or in unorganized territory if one of the purposes for so acting is for its own purposes and if one of the following conditions applies:

1. The service or thing is provided only to inhabitants of the municipality providing the service or thing.
2. The other municipality is a single-tier municipality and the service or thing is provided with its consent.
3. The other municipality is a lower-tier municipality and the service or thing is provided with the consent of,
  - i. the lower-tier municipality, if it has jurisdiction to provide the service or thing in the area,
  - ii. its upper-tier municipality, if it has that jurisdiction, or
  - iii. both the lower-tier municipality and its upper-tier municipality, if they both have that jurisdiction.
4. The service or thing is provided in unorganized territory,
  - i. with the consent of a local body that has jurisdiction to provide the service or thing in the area, or
  - ii. with the consent of the person who receives the service or thing, if no local body has jurisdiction.

**And Whereas** the Municipal Act, 2001, c. 25, s. 20(1) provides that a municipality may enter into an agreement with one or more municipalities or local bodies, as defined in Section 19, or a combination of both to jointly provide, for their joint benefit, any matter which all of them have the power to provide within their own boundaries;

**And Whereas** the Townships of Cavan Monaghan, Douro-Dummer, Trent Lakes, Havelock-Belmont-Methuen, Asphodel-Norwood, North Kawartha, Otonabee-South Monaghan, Selwyn and the County of Peterborough have individually expressed a

desire to enter into a Tiered Medical Response Agreement and have jointly negotiated the terms and conditions upon which the delivery of medical emergency services will be provided for on behalf of the respective municipalities.

**Now Therefore** the Council of the Township of Cavan Monaghan hereby enacts as follows:

1. That the Mayor and the Clerk are hereby authorized to execute the Tiered Medical Response Agreement between the Townships of Cavan Monaghan, Douro-Dummer, Trent Lakes, Havelock-Belmont-Methuen, Asphodel-Norwood, North Kawartha, Otonabee-South Monaghan, Selwyn and the County of Peterborough in the form attached hereto as Schedule "A", and to affix the seal of the Corporation thereto.
2. That this By-law shall be commonly called the "Tiered Medical Response Agreement By-Law".

Read a first, second and third time and passed this 15<sup>th</sup> day of February, 2016.

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**Scott McFadden**  
**Mayor**

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**Elana Arthurs**  
**Clerk**

# Township of Cavan Monaghan

## Report & Capital Project Status

| Name                   | Date Requested | Requested By | Resolution/Direction   | Due Date   |
|------------------------|----------------|--------------|--|--|
| K. Ellis               | Feb 5, 2015    | Council      | Schedule Watershed Presentation                              | <del>Oct 2015</del><br><del>Nov 2015</del><br><del>Dec 2015</del><br><del>Jan 2015</del><br>Mar 2016 |
| W. Hancock<br>K. Ellis | Jun 22, 2015   | Council      | Servicing Standards – Frontage Report                        | <del>Oct 2015</del><br><del>Nov 2015</del><br><del>Jan 2015</del><br>Mar 2016                        |
| K. Phillips            | Sept 14, 2015  | Council      | Firearms By-law Report                                       | <del>Nov 2015</del><br><del>Jan 2015</del><br><del>Feb 2015</del><br>Apr 2016                        |
| E. Arthurs             | Oct 13, 2015   | CAO          | Disposition of Land By-law                                   | Complete   |
| B. Ayotte              | Nov 16, 2015   | Council      | Electric Vehicle Charging Stations                           | Complete   |
| W. Hancock             | Jan 21, 2016   | Council      | Water Tower Lighting   | Apr 2016   |
| K. Pope                | Jan 21, 2016   | Council      | Sponsor and Funding Opportunities for a new Community Centre | Jun 2016   |
| E. Arthurs             | Feb 10, 2016   | CAO          | Complaint Policy & Procedure (Bill 8)                        | Apr 2016   |
| E. Arthurs             | Feb 10, 2016   | CAO          | Council Policy – Use of Township Owned Facilities            | Apr 2016   |

| <b>Department</b>  | <b>Capital Project</b>   | <b>Status</b>                             |
|--------------------|--|---|
| Finance            | Funding Expression of Interest for OCIP (Sept 11) & SCF (Sept 29) projects | Ongoing                                   |
| Fire               | New Station #1 Fire Hall Design  | Tender Awarded - Ongoing                  |
| Public Works       | Cross Road Culvert Dranoel-Kawartha Lakes                                  | Ongoing                                   |
| Public Works       | WWTP – Sewage Plant, Linear Pipe & Stand Pipe                              | Ongoing                                   |
| Public Works       | Centennial Lane  | Ongoing                                   |
| Planning           | Towerhill Development  | Subdivision Plan – Draft Plan Approval    |
| Planning           | Zoning By-law  | Tendering in 2016                         |
| Planning           | Brookfield Comprehensive Review  | Deferred – County Subdivision Application |
| Parks & Recreation | Old Millbrook School Repairs   | Ongoing                                   |
| CAO / Public Works | Former Millbrook Correctional Facility                                     | Ongoing                                   |
| CAO / Planning     | New Community Centre   | Ongoing                                   |

|                 |                     |                     |
|-----------------|---------------------|---------------------|
| CAO             | Millbrook Dam       | Ongoing             |
| All Departments | Budget Preparations | Complete – Feb 2016 |

|                               |   |                                |
|-------------------------------|---|--------------------------------|
| Parks & Recreation            | TODS Reprint  | Complete – Spring 2016 Install |
| Finance                       | Financial Plan and Rate Study   | Complete – Jan 2016            |
| CAO / Planning / Public Works | Trail Development connecting the new subdivision to Downtown Millbrook Report | Complete – Nov 2015            |
| Parks & Recreation            | Bruce Johnston Library  | Complete – Sept 2015           |
| Fire                          | Bunker Gear<br>Trash Pumps<br>Fire Hose                                       | Complete – May 2015            |
| Fire                          | Old Fire Hall Doors   | Complete – Apr 2015            |
| Public Works                  | LED Street Lights   | Complete – Oct 2015            |
| Public Works                  | Challice Line   | Complete – Aug 2015            |
| Public Works                  | Slurry Seal   | Complete – Sept 2015           |
| Planning                      | Development Charges   | Complete – Jun 2015            |

|                    |   |                     |
|--------------------|---|---------------------|
| Planning           | Official Plan                           | Complete – Aug 2015 |
| Parks & Recreation | Maple Leaf Park Screening               | Complete – May 2015 |
| Parks & Recreation | Maple Leaf Playground Equipment Boarder | Complete – May 2015 |

This list does not include the day to day operations, including ongoing research and compliance requirements with provincial and federal legislation and other Council directed initiatives.





St. John's Anglican Church, Ida  
c/o Vicki Barton  
P.O. Box 1  
1482 Hwy 7A  
705-277-9728  
cavanhillsrn@nexicom.net

January 28, 2016

Township of Cavan Monaghan  
988 County Road 10,  
R.R. #3 Millbrook, ON  
L0A 1G0

Dear Mayor McFadden, Deputy Mayor Fallis, and Council Members,

I am writing to you on behalf of St. John's Anglican Church, Ida. We respectfully request that you approve our plans to host the 12th Annual Cavan Hills Country Run on Saturday, September 24<sup>th</sup>, 2016.

As in previous years, the Cavan Hills Country Run consists of three races: a 10Km Run, a 10Km Walk, and a 4.7Km Run/Walk. The start/finish for each of these races will be at the McCamus Farm, located on the Winslow ¼ Line just north of Stewart Line. The race routes consist of the Winslow ¼ Line, Sharpe Line, Dranoel Road, and Stewart Line (maps are included in the enclosed brochure). Race participants will be running and walking on these Township roads, staying to one side. The first race begins at 9:00am, and we expect all race participants to be back at the McCamus Farm site by 11:30am. All participants are required to sign a "Participation and Release Agreement", and this event is covered by insurance.

As we have done in the past, we will notify residents along the race routes of the race particulars, and ask them to use caution while driving during this event. We will also provide volunteer traffic marshals along the routes.

The purpose of the Cavan Hills Country Run is to raise awareness and funds in support of St. John's Outreach ministry while also providing an opportunity for people of all ages to enjoy a challenging walk or run in the beautiful Cavan countryside. Last year we hosted approximately 200 participants. We would like to continue building on the success of this event.

We thank you for your time and consideration, and your past support of the Cavan Hills Country Run. We look forward to hearing from you. If you have any questions or concerns, please call or email me.

Faithfully,

Vicki Barton  
Cavan Hills Country Run Committee  
St. John's Anglican Church, Ida

## Elana Arthurs

---

**From:** Tom Campbell <tcampbell@campaign-office.com>  
**Sent:** January-26-16 8:13 PM  
**To:** Elana Arthurs  
**Subject:** Veterans & Troops Support/Remembrance Ad - Royal Canadian Legion  
**Attachments:** Rates.pdf; Township of Cavan Monaghan Thank You to the Veterans Ad.pdf

**Importance:** High

Hello Mayor McFadden & Council,

We would like to first Thank the Township of Cavan Monaghan very much for your support helping make the Military Service Recognition Book a big success last time. Your continued support would be greatly appreciated.

The Military Service Recognition Book helps us honour our past and present day Veterans in print form with full biographies and photographs. To do this, submissions are being collected at the local Legion Branches and with the continued help of our Veterans, their families and friends, this special publication will be released by September 2016 and in time for next year's Remembrance Day Ceremonies.

A Minimum 20,000 Copies will be available free of charge at the Local Legion Branches and most importantly the Military Service Recognition Book will be provided to Schools and Public libraries to help the younger generation better understand the sacrifices made by our Veterans.

We are pleased to invite the Township of Cavan Monaghan to sponsor your 1/10 page full color Veterans Support/Remembrance Ad or any other size you want.

Thank You very much Elana.

Best Regards,

Tom Campbell  
Royal Canadian Legion  
Ontario Command  
1-855-241-6967  
Campaign Office



Thank you to all the Veterans for their  
years of service and dedication.

TOWNSHIP OF  
**CAVAN MONAGHAN**



*Have it all. Right here.*

Bus: 705-932-2929  
Fax: 705-932-3458  
[info@cavanmonaghan.net](mailto:info@cavanmonaghan.net)

988 County Rd. 10  
Millbrook, ON L0A 1G0  
[www.cavanmonaghan.net](http://www.cavanmonaghan.net)



www.on.legion.ca

## The Royal Canadian Legion Ontario Command

### *“Military Service Recognition Book”*

Dear Sir/Madam:

Thank you for your interest in **The Royal Canadian Legion Ontario Command**, representing **Ontario’s Veterans**. Please accept this written request for your support, as per our recent telephone conversation.

**The Royal Canadian Legion Ontario Command** is very proud to be printing **20,000 copies** of our third annual **“Military Service Recognition Book”**, scheduled for release by September 2016. This book will assist us in identifying and recognizing many of our Veterans within the Province of Ontario and to serve as a reminder for generations to come, while at the same time assist us in our job as the “Keepers of Remembrance”.

We would like to have your organization’s support for this Remembrance project by sponsoring an advertisement space in our **“Military Service Recognition Book.”** Proceeds raised from this important project will cover the cost of printing and distributing this unique publication. Additional proceeds received through this program will assist and support many important Legion initiatives that in turn will assist our over 400 branches to remain a viable partner in their communities. The Legion is recognized as Canada’s largest Veteran Organization and we are an integral part of the communities we serve. This project ensures the Legion’s continued success in providing these very worthwhile services.

Please find enclosed a rate sheet for your review. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact **Ontario Command Campaign Office** toll free at **1-855-584-1374**.

**Thank you for your consideration and/or support.**

Sincerely,

**Brian Weaver**  
**President**



www.on.legion.ca

## The Royal Canadian Legion Ontario Command

### *“Military Service Recognition Book”*

#### Advertising Prices

| <u>Ad Size</u>                        | <u>Cost</u> | <u>GST</u> | <u>Total</u> |
|---------------------------------------|-------------|------------|--------------|
| Full Colour Outside Back Cover        | \$2,030.97  | + \$264.03 | = \$2,295.00 |
| Inside Front/Back Cover (Full Colour) | \$1,765.49  | + \$229.51 | = \$1,995.00 |
| 2 Page Spread (Full Colour)           | \$2,823.01  | + \$366.99 | = \$3,190.00 |
| Full Page (Full Colour)               | \$1,411.50  | + \$183.50 | = \$1,595.00 |
| Full Page                             | \$1,057.52  | + \$137.48 | = \$1,195.00 |
| ½ Page (Full Colour)                  | \$792.04    | + \$102.96 | = \$895.00   |
| ½ Page                                | \$615.04    | + \$79.96  | = \$695.00   |
| ¼ Page (Full Colour)                  | \$482.30    | + \$62.70  | = \$545.00   |
| ¼ Page                                | \$393.81    | + \$51.19  | = \$445.00   |
| 1/10 Page (Full Colour)               | \$287.61    | + \$37.39  | = \$325.00   |
| 1/10 Page (Business Card)             | \$243.36    | + \$31.64  | = \$275.00   |

**H.S.T. Registration # 10686 2824 RT0001**

All typesetting and layout charges are included in the above prices.

A complimentary copy of this year’s publication will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation from the Ontario Command.



PLEASE MAKE CHEQUE PAYABLE TO:

The Royal Canadian Legion  
Ontario Command  
(RCL ON)  
(Campaign Office)  
P O Box 8055, Station T CSC  
Ottawa, ON K1G 3H6



*The Town of*  
***NORTHEASTERN MANITOULIN***  
*and the ISLANDS*

Municipal Office  
14 Water Street East

PO Box 608  
Little Current, ON  
POP 1K0

**Resolution No. 34-02-15**

Moved by: M. Erskine

Seconded by: D. Orr

Resolved that the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands supports the following resolution forwarded from the Manitoulin Centennial Manor and forward a copy of this resolution on to Minister of Health, Dr. Eris Hoskins, MPP Michael Mantha, other municipalities, First Nations and UCCMM for support.

Whereas funding requests from member municipalities was frozen from 2010-2011 resulting in a zero growth budget;

And Whereas funding increases from the Ministry of Health and Long Term Care has been increased but not kept pace with increases in costs to Long Term Care Facilities including staff salaries and benefits;

And Whereas Long Term facilities are one of the most important aspects of eldercare in the Province's care scheme;

And Whereas Capital renewal funding needs to be provided to ensure facility standards are maintained;

And Whereas additional funding is required by the LTC's to meet increased costs for Behavioral Services Ontario (BSO) to better manage dementia and mental health care;

And Whereas funding has not been provided to provide Alternate Care for complex health conditions requiring specialized staff and equipment such as IV therapy or tube feeding especially in smaller facilities;

And Whereas attracting and maintaining adequate staff requires recognition of the partnerships that exist between the LTC's and the health sector;

And Whereas fundraising campaigns have not met the needs of the Manitoulin Centennial Manor in its efforts to maintain superior care for its residents;

Be it resolved that the Board request its member municipalities support a request to the Province to increase funding to Long Term Care Facilities in keeping with the foregoing;

And Further that this request be forwarded to the Manitoulin Municipal Association for whatever action they deem necessary;

Carried



Legal & Legislative Services  
Stephen M.A. Huycke  
905-726-4771  
shuycke@aurora.ca

Town of Aurora  
100 John West Way, Box 1000  
Aurora, ON L4G 6J1

February 2, 2016

The Honourable Kathleen Wynne, Premier of Ontario  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1

**DELIVERED BY E-MAIL TO:**  
kwynne.mpp.co@liberal.ola.org

Dear Premier:

**Re: Town of Aurora Council Resolution of January 26, 2016**  
**Re: Motion (a) Ontario Municipal Board Jurisdiction**

Please be advised that this matter was heard by Council at its Council meeting held on January 26, 2016, and in this regard Council adopted the following resolution:

**WHEREAS the Town of Aurora spends an incredible amount of resources and taxpayer money developing an Official Plan; and**

**WHEREAS the Town's Official Plan is ultimately approved by the Province; and**

**WHEREAS it is within the legislative purview of Municipal Council to approve Official Plan amendments or Zoning By-law changes that better the community or fit within the vision of the Town of Aurora Official Plan; and**

**WHEREAS it is also within the legislative purview of Municipal Council to deny Official Plan amendments or Zoning By-law changes that do not better the community or do not fit within the vision of the Town of Aurora Official Plan; and**

**WHEREAS planning decisions may be appealed to the Ontario Municipal Board ("OMB"), an unelected, appointed body that is not accountable to the residents of Aurora; and**

**WHEREAS appeals of OMB decisions are limited to questions of law, not the findings of facts in a case; and**

**WHEREAS all decisions—save planning decisions—made by Municipal Council are similarly only subject to appeal by judicial review and such appeals are limited to questions of law;**

**NOW THEREFORE BE IT HEREBY RESOLVED THAT Aurora Town Council requests the Government of Ontario to limit the jurisdiction of the OMB to questions of law or process; and**

**BE IT FURTHER RESOLVED THAT that the Government of Ontario be requested to require the OMB to uphold any planning decisions of Municipal Councils unless they are contrary to the processes and rules set out in legislation; and**

**BE IT FURTHER RESOLVED THAT a copy of this Motion be sent to The Honourable Kathleen Wynne, Premier of Ontario, The Honourable Ted McMeekin, Minister of Municipal Affairs and Housing, Mr. Patrick Brown, Leader of the Progressive Conservative Party, Ms. Andrea Horwath, Leader of the New Democratic Party, and all Members of Provincial Parliament (MPPs) in the Province of Ontario; and**

**BE IT FURTHER RESOLVED THAT a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.**

The above is for your information and any attention deemed necessary.

Yours truly



Stephen M. A. Huycke  
Town Clerk

SMH/lb

Copy: The Honourable Ted McMeekin, Minister of Municipal Affairs and Housing  
Mr. Patrick Brown, Leader of the Progressive Conservative Party  
Ms. Andrea Horwath, Leader of the New Democratic Party  
All Members of Provincial Parliament in Ontario  
Association of Municipalities of Ontario (AMO)  
All Ontario Municipalities



## Elana Arthurs

---

**Subject:** FW: Request for council resolutions to support AMO/LAS request for broader municipal investment powers  
**Attachments:** Sample Council Resolution for Broader Investment Powers - 2016.pdf

**From:** AMO Communications [<mailto:communicate@amo.on.ca>]

**Sent:** February-09-16 8:13 PM

**To:** Elana Arthurs

**Subject:** Request for council resolutions to support AMO/LAS request for broader municipal investment powers

To the attention of the Head of Council and Council:

The Association of Municipalities of Ontario and LAS ask for your council's support of the attached resolution which asks for the province to change the current Municipal Act investment regulation to allow municipalities to invest consistent with the 'Prudent Investor Standard', if such investments are through the One Investment Program.

The province has recently conferred 'Prudent Investor' status on the City of Toronto to enable them to have greater diversification in portfolio management and asset selection, and we strongly believe that other Ontario municipalities should be granted similar investment powers if their investments are managed through professional investment management options, such as the One Investment Program.

AMO, LAS, and the Municipal Finance Officers Association of Ontario (MFOA) have lobbied the Ministry of Municipal Affairs and Housing for broader investment powers for more than 4 years, with the issue now being considered as part of the Municipal Act review. We however want this change to be made sooner than the completion of the Municipal Act review, and to achieve this we ask for your support of this resolution.

If you have any questions about our request or the attached resolution, please contact Jason Hagan, LAS Program Manager, at [jhagan@amo.on.ca](mailto:jhagan@amo.on.ca) or 416-971-9856 x320.

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If you have problems opening the attachment(s) please call LAS at (416) 971-9856.

**DISCLAIMER:** Any documents attached are final versions. LAS assumes no responsibility for any discrepancies that may have been transmitted with this electronic version. The printed versions of the documents stand as the official record.

**OPT-OUT:** If you wish to opt-out of email communications regarding Investments from LAS please click [here](#).



## **Sample resolution for municipal councils related to broader investment powers**

WHEREAS municipalities are required to invest their reserves in accordance with the Municipal Act, 2001 and Ontario Regulation 438/97 (as amended), which specifically outlines allowable investments;

and WHEREAS to ensure the sustainability and sound stewardship of the municipality's investments, the municipality is of the opinion that changes should be made to the Municipal Act, 2001 and Ontario Regulation 438/97 (as amended), to allow for the prudent investment of reserves, if those investments are professionally managed and part of a broader investment strategy;

and WHEREAS the Prudent Investor Standard is an industry accepted best practice in effectively managing a portfolio of investments, and the Standard applies to investments, not in isolation, but in the context of the portfolio of investments and as part of an overall strategy, that should incorporate acceptable risk and return objectives suitable to the stakeholders;

and WHEREAS the Province is conferring "Prudent Investor" status on the City of Toronto to enable greater diversification in portfolio management,

and WHEREAS the Association of Municipalities of Ontario (AMO), Local Authority Services (LAS), and the Municipal Finance Officers Association of Ontario (MFOA), have long requested that the Prudent Investor Standard apply to all municipal investments that are invested with The One Investment Program;

and WHEREAS in 2005, municipalities were granted the ability to invest in longer-term corporate bonds and Canadian equity investments via only the One Investment Program, and the One Investment Program has demonstrated strong investment returns for municipalities within these 'new' investment sectors;

and WHEREAS the institutional portfolio managers utilized by the One Investment Program recommend that the Prudent Investor Standard approach is a more appropriate approach to investing;

and WHEREAS operating municipal investments under the Prudent Investor Standard is precluded by the Municipal Act, Eligible Investments, in its current form;

THEREFORE BE IT RESOLVED THAT Council support the request of AMO, LAS, and MFOA to amend Ontario Regulation 438/97 (as amended) of the Municipal Act, 2001, to allow municipalities to invest consistent with the Prudent Investor Standard, if such investments are through the One Investment Program.

## The Township of Cavan Monaghan

### By-law No. 2016-12

#### **Being a by-law to authorize the Township of Cavan Monaghan to enter into a Tiered Response Agreement with County of Peterborough Paramedic Services with the Townships of Douro-Dummer, Trent Lakes, Havelock-Belmont-Methuen, Asphodel-Norwood, North Kawartha, Otonabee-South Monaghan, Selwyn, and the County of Peterborough**

**Whereas** the Municipal Act, 2001, c. 25, s. 19(2) provides that a municipality may exercise its powers, other than its power to impose taxes, to provide a municipal system to provide a service or thing in an area in another municipality or in unorganized territory if one of the purposes for so acting is for its own purposes and if one of the following conditions applies:

1. The service or thing is provided only to inhabitants of the municipality providing the service or thing.
2. The other municipality is a single-tier municipality and the service or thing is provided with its consent.
3. The other municipality is a lower-tier municipality and the service or thing is provided with the consent of,
  - i. the lower-tier municipality, if it has jurisdiction to provide the service or thing in the area,
  - ii. its upper-tier municipality, if it has that jurisdiction, or
  - iii. both the lower-tier municipality and its upper-tier municipality, if they both have that jurisdiction.
4. The service or thing is provided in unorganized territory,
  - i. with the consent of a local body that has jurisdiction to provide the service or thing in the area, or
  - ii. with the consent of the person who receives the service or thing, if no local body has jurisdiction.

**And Whereas** the Municipal Act, 2001, c. 25, s. 20(1) provides that a municipality may enter into an agreement with one or more municipalities or local bodies, as defined in Section 19, or a combination of both to jointly provide, for their joint benefit, any matter which all of them have the power to provide within their own boundaries;

**And Whereas** the Townships of Cavan Monaghan, Douro-Dummer, Trent Lakes, Havelock-Belmont-Methuen, Asphodel-Norwood, North Kawartha, Otonabee-South Monaghan, Selwyn and the County of Peterborough have individually expressed a

desire to enter into a Tiered Medical Response Agreement and have jointly negotiated the terms and conditions upon which the delivery of medical emergency services will be provided for on behalf of the respective municipalities.

**Now Therefore** the Council of the Township of Cavan Monaghan hereby enacts as follows:

1. That the Mayor and the Clerk are hereby authorized to execute the Tiered Medical Response Agreement between the Townships of Cavan Monaghan, Douro-Dummer, Trent Lakes, Havelock-Belmont-Methuen, Asphodel-Norwood, North Kawartha, Otonabee-South Monaghan, Selwyn and the County of Peterborough in the form attached hereto as Schedule "A", and to affix the seal of the Corporation thereto.
2. That this By-law shall be commonly called the "Tiered Medical Response Agreement By-Law".

Read a first, second and third time and passed this 15<sup>th</sup> day of February, 2016.

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**Scott McFadden**  
**Mayor**

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**Elana Arthurs**  
**Clerk**

**The Township of Cavan Monaghan**

**By-law No. 2016-13**

**Being a by-law to confirm the proceedings of the meeting of the Council of the Township of Cavan Monaghan held on the 15<sup>th</sup> day of February, 2016**

**Whereas** the Municipal Act, 2001, S.O., 2001, c.25, S.5, S. 8 and S. 11 authorizes Council to pass by-laws;

**Now Therefore** the Council of the Township of Cavan Monaghan hereby enacts as follows:

1. That the actions of the Council at its meeting held on the 15<sup>th</sup> day of February, 2016 in respect to each recommendation and action by the Council at its said meetings except where prior approval of the Ontario Municipal Board or other statutory authority is required are hereby adopted ratified and confirmed.
2. That the Mayor and Clerk of the Township of Cavan Monaghan are hereby authorized and directed to do all things necessary to give effect to the said actions or obtain approvals where required, and to execute all documents as may be necessary in that behalf and the Clerk is hereby authorized and directed to affix the Corporate Seal to all such documents.

Read a first, second and third time and passed this 15<sup>th</sup> day of February, 2016

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**Scott McFadden**  
**Mayor**

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**Elana Arthurs**  
**Clerk**