

**THE CORPORATION OF THE  
TOWN OF INGERSOLL**

**2020 BUDGET - FINAL**

February 6, 2020

**Town of Ingersoll  
2020 Budget - Final  
February 6, 2020**

**Introduction**

**Operating Budget**

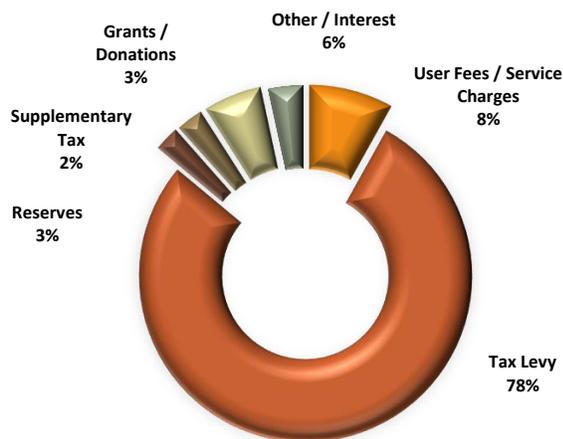
The 2020 draft budget presents a total gross expenditures of \$19.1 million (\$18.3 million -2019). Property taxes remain the Town's largest source of revenue comprising 78% of the total funding sources. The total requirement from taxation in 2020 is \$14.9 million, compared to \$14.5 million in 2019. This represents an increase in the levy of \$377,889 or 2.60%.

The 2020 recommended budget maintains the current level of services, requires no new debenture financing, and is aligned with Council's strategic priorities.

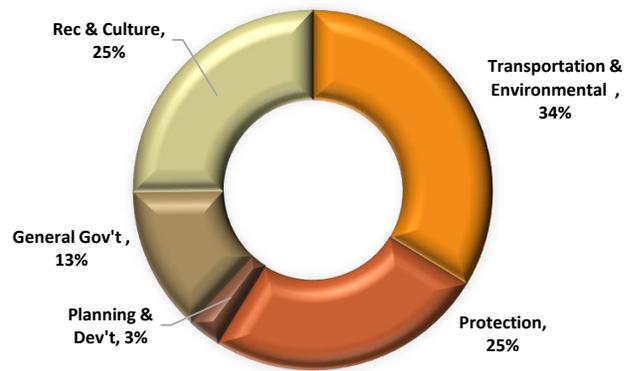
The proposed 2.60% increase translates into a reduction of 0.09% or \$2 for the median single family residential property.

Comments are provided for each division / activity as a basis for the budget deliberations. Comments highlight the key factors and implications of the proposed 2020 budget.

**Figure 1: 2020 Funding Sources**



**Figure 2: 2020 Levy Distribution**



Since the last submission presented to Council on January 23rd 2020 staff has made the following adjustments

2020 Operating Budget Adjustments	Increase/ (Decrease), \$	Tax Levy Increase %
Tax Levy Starting Point - January 23, 2020	\$ (14,905,500)	2.62%
Grants to community groups	\$ (3,100)	
Tax Levy Ending Point - February 6, 2020	\$ (14,902,400)	2.60%

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**Introduction Cont'd**

**2020 Operating Budget Highlights**

Provides \$3.5 million in public safety (police, fire and bylaw).

Provides \$2.3 million for road safety, street lights, maintenance and environmental services.

Supports local non profits, community groups and young athletes.

Continues to focus on economic development supporting innovation, attracting and retaining businesses and includes a \$25,000 provision for community improvement grants and incentives.

Grows reserves and reserve funds to support future infrastructure needs.

Provides \$250 thousand in continued funding for the Multi Use Recreational Facility.

Provides \$800 thousand to address growing infrastructure gap.

Continues the Town's effort to stop landfill through a communication strategy, technical expert advise and continuous support to other landfill opponents.

<b>Budget Key Drivers</b>	<b>Increase/(Decrease), \$ (000's)</b>	
Increased investment revenue (higher interest and cash balances)	\$	(100)
Supplemental taxation on new development	\$	(76)
Debt servicing costs (paid off one debenture in 2019)	\$	(88)
Policing and summer jobs grants	\$	(57)
Savings on utilities	\$	(33)
Transfers to reserve / reserve funds	\$	231
2020 OPP Contract renewal <b>Not controlled by the Town</b>	\$	201
Payroll & Benefits	\$	113
Additional Funding for Community Strategic Plan	\$	50
Maintenance contracts (prevention maintenance for rec. facilities and refrigeration plant)	\$	46
Professional fees (landfill opposition, boundary adjustment, insurance)	\$	54
Other operating needs (admin, grants to community groups, training and conferences)	\$	37
<b>Tax Levy Increase</b>	<b>\$</b>	<b>378</b>

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**Summary All Departments by Revenue/Expense Grouping**

	Actual	YTD Actual	Budget		Projection	Change
	2018	2019	2019	2020	2021	2019 to 2020 (fav) unfav
<b>REVENUE</b>						
SALE OF GOODS OR SERVICES	(110,085)	(100,639)	(91,755)	<b>(95,255)</b>	(97,725)	(3,500)
PERMITS/LICENSES	(228,578)	(370,057)	(199,595)	<b>(214,595)</b>	(187,600)	(15,000)
ICE RENTAL	(232,637)	(174,555)	(244,965)	<b>(244,965)</b>	(244,965)	0
RENT / LEASES	(214,439)	(203,143)	(194,057)	<b>(207,068)</b>	(208,930)	(13,011)
USER FEES	(270,109)	(313,150)	(263,266)	<b>(268,328)</b>	(269,438)	(5,062)
MEMBERSHIPS	(129,215)	(133,593)	(156,800)	<b>(158,790)</b>	(158,790)	(1,990)
RECOVERIES	(149,280)	(153,051)	(105,964)	<b>(112,704)</b>	(118,704)	(6,740)
COUNTY RECOVERY	(286,693)	(215,135)	(303,748)	<b>(306,788)</b>	(307,048)	(3,040)
TAXATION - LEVY	(14,157,219)	(14,483,928)	(14,524,511)	<b>(14,902,400)</b>	(15,064,576)	<b>(377,889)</b> (1)
TAXATION - SUPPLEMENTARIES & OTHER	(493,126)	(683,806)	(384,983)	<b>(461,387)</b>	(461,387)	(76,404) (2)
INTEREST / DIVIDENDS	(1,098,836)	(853,107)	(669,500)	<b>(769,500)</b>	(769,500)	(100,000) (3)
GRANTS / SUBSIDIES / REBATES	(168,013)	(108,600)	(63,863)	<b>(120,575)</b>	(120,575)	(56,712) (4)
LAND SALES	(244,646)	(50)	0	0	0	--
PROGRAM REVENUES	(215,148)	(167,659)	(271,779)	<b>(241,938)</b>	(236,478)	29,841 (5)
DONATIONS / FUNDRAISING	(208,378)	(202,605)	(124,650)	<b>(130,988)</b>	(130,988)	(6,338)
	<u>(18,206,403)</u>	<u>(18,163,077)</u>	<u>(17,599,436)</u>	<u>(18,235,281)</u>	<u>(18,386,258)</u>	<u>(635,845)</u>
<b>EXPENSE</b>						
SALARIES, WAGES & BENEFITS	6,591,487	6,769,396	6,996,272	<b>7,194,153</b>	7,365,485	197,881 (6)
ADMINISTRATIVE EXPENSE	97,731	73,820	77,808	<b>78,828</b>	80,151	1,020
OPERATING EXPENSE	175,693	160,558	189,670	<b>199,297</b>	199,290	9,627
COMMUNICATIONS	115,915	96,271	118,141	<b>114,485</b>	115,092	(3,656)
INSURANCE EXPENSE	255,533	218,411	229,836	<b>253,965</b>	261,350	24,129 (7)
UTILITIES - HEAT, HYDRO, WATER	828,095	636,451	916,084	<b>882,434</b>	911,450	(33,650) (8)
SUPPLIES	52,990	47,839	37,705	<b>32,319</b>	33,189	(5,386)
PROGRAM EXPENSES	99,679	115,233	138,123	<b>146,258</b>	142,998	8,135
MEETINGS, CONFERENCES, TRAINING	101,200	109,907	140,795	<b>152,090</b>	141,830	11,295 (9)
FUEL / TRANSPORTATION COSTS	108,099	100,179	112,860	<b>110,842</b>	112,360	(2,018)
PROFESSIONAL FEES	502,952	326,596	607,750	<b>768,000</b>	313,200	160,250 (10)
CONTRACTED SERVICES	203,222	217,333	259,220	<b>267,528</b>	207,208	8,308
PROPERTY TAX REFUNDS & ADJUSTMENTS	697,391	119,154	630,000	<b>620,000</b>	620,000	(10,000)
MARKETING & PROMOTION	92,492	86,572	159,995	<b>134,410</b>	133,272	(25,585) (11)
GRANTS TO VOLUNTEER ORGANIZATIONS	89,036	97,195	87,100	<b>102,100</b>	96,100	15,000 (12)
LAND MAINTENANCE & IMPROVEMENT	62,647	43,784	59,700	<b>60,500</b>	60,500	800
EQUIP REPAIRS & MAINTENANCE	214,417	263,096	221,432	<b>239,219</b>	228,649	17,787 (13)
BLDG REPAIRS & MAINTENANCE	136,516	129,174	135,700	<b>159,200</b>	128,350	23,500 (14)
SNOW REMOVAL AND SANDING	58,950	46,391	47,500	<b>50,300</b>	50,020	2,800
MAINTENANCE CONTRACTS	144,953	132,916	141,099	<b>179,090</b>	179,970	37,991 (15)
LAND SALE EXPENSES	8,213	2,411	0	0	0	0
MATERIALS	399,250	380,265	422,160	<b>426,040</b>	424,260	3,880
EQUIPMENT USAGE	47,689	45,313	90,200	<b>90,200</b>	98,655	0
TRANSFER TO BIA	77,880	0	78,000	<b>78,000</b>	78,000	0
TRANSFERS TO CEMETERY BOARD	133,194	91,359	91,359	<b>93,083</b>	93,083	1,724
	<u>11,295,225</u>	<u>10,309,624</u>	<u>11,988,509</u>	<u>12,432,341</u>	<u>12,074,462</u>	<u>443,832</u>
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(6,911,178)</u>	<u>(7,853,452)</u>	<u>(5,610,927)</u>	<u>(5,802,940)</u>	<u>(6,311,796)</u>	<u>(192,013)</u>
<b>OTHER</b>						
O.P.P. CONTRACT	2,339,704	2,400,704	2,406,319	<b>2,607,746</b>	2,659,900	201,427 (16)
OMPF - ONT MUN PARTNER GRANT	(330,500)	(281,002)	(247,875)	<b>(238,900)</b>	(203,065)	8,975
CAPITAL TAX LEVY REQUIREMENT	0	0	0	0	0	0
TRANSFER FROM RESERVES & RES FUNDS	(347,597)	(30)	(478,937)	<b>(640,870)</b>	(100,644)	(161,933) (17)
TRANSFER TO RESERVES & RES FUNDS	3,429,884	3,122,990	3,134,990	<b>3,366,270</b>	3,255,885	231,280 (18)
DEBENTURE PAYMENT	901,158	769,224	796,430	<b>708,694</b>	699,720	(87,736) (19)
	<u>5,992,649</u>	<u>6,011,886</u>	<u>5,610,927</u>	<u>5,802,940</u>	<u>6,311,796</u>	<u>192,013</u>
	<u>(918,529)</u>	<u>(1,841,566)</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>

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**Summary All Departments by Revenue/Expense Grouping**

**Variance Explanation:**

- (1) Levy required to balance the budget.
- (2) Anticipated increase in supplemental property taxes on new residential, commercial and industrial development.
- (3) As interest rates rise and Town's cash balances grow, the interest revenue is expected to grow over the next year.
- (4) Attributed to new Community Safety and Policing Grant and projected increases in the Summer Jobs Grant for Parks and Recreation services.
- (5) Declining program revenues for pre-school programs. Adults specialty classes (yoga, Pilates) are now included in the membership thus Adult Program revenues as a separate line item has been removed from the 2020 budget.
- (6) Increase in the cost of health benefits and long term disability premiums for active and retired employees, step increases and annual wage indexing. Added one new full time contract position to assist with the implementation of new records management software.
- (7) Escalating insurance premiums due to high cost insurance claims.
- (8) Declining electricity cost due to conversion to LED lighting.
- (9) Attributed to additional training for staff in Public Works, Fire, Aquatics and Economic Development departments.
- (10) Attributed to the needs to fund the Boundary adjustment survey, landfill consultants, Council's Community Strategic Plan and Clarks Rd. transportation study. Landfill expenses are funded from reserves.
- (11) Attributed to a reduction of \$25,000 in the Community Improvements Grant program.
- (12) Directly attributed to an increase in funding for the Seniors Center.
- (13) Escalating costs to maintain the Arena refrigeration plant (\$15k) and the costs of horticultural supplies
- (14) Directly attributed to the proposed Fire station and OPP buildings condition assessments and conversion of both facilities to LED interior and exterior lighting.
- (15) Added costs for a prevention maintenance contract for Arena, Fusion and VPCC.
- (16) Annual increase in the cost of the OPP contract.
- (17) Increase transfers from reserves to continue the opposition to the landfill and to fund the cost of new software implementation as well as staff requirements in the Clerk's department.
- (18) Additional funds required for Fusion roof replacement and various projects at the Seniors Center.
- (19) Paid off one debenture thus reduction in debt servicing costs.

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**Tax Impact**

**Overall Impact**

	Total Assessment		Change	
	2019	2020	\$	%
Tax Levy Requirement	\$14,524,511	\$14,902,400	\$377,889	2.60%
Weighted Assessment	1,569,952,151	1,629,587,760	59,635,609	3.80%
<b>Ingersoll Residential Tax Rate</b>	<b>0.00925739</b>	<b>0.00914581</b>	<b>(0.000112)</b>	<b>-1.21%</b>

**Tax Levy Increase:**

Growth Related	\$333,335	2.29%
Existing Ratepayers	\$44,554	0.31%
	<u>\$377,889</u>	

**Impact on Median Single Family Home**



	Assessment		Assessment Change	
	2019	2020	\$	%
Detached Single Family Home	\$218,500	\$221,000	\$2,500	1.14%
Residential Condominium Unit	\$161,000	\$163,000	\$2,000	1.24%
Small Office Building	\$150,000	\$150,000	\$0	0.00%
Standard Industrial Property	\$650,000	\$666,300	\$16,300	2.51%

	Tax Rates		2019 Taxes	2020 Taxes	Change	
	2019	2020			\$	%
<b>Median Single Family Home</b>	<b>0.00925739</b>	<b>0.00914581</b>	<b>\$2,023</b>	<b>\$2,021</b>	<b>(\$2)</b>	<b>-0.09%</b>
<b>Residential Condominium Unit</b>	<b>0.00925739</b>	<b>0.00914581</b>	<b>\$1,490</b>	<b>\$1,491</b>	<b>\$1</b>	<b>0.05%</b>
<b>Small Office Building</b>	<b>0.01760570</b>	<b>0.01739350</b>	<b>\$2,641</b>	<b>\$2,609</b>	<b>(\$32)</b>	<b>-1.21%</b>
<b>Standard Industrial Property</b>	<b>0.02434694</b>	<b>0.02405348</b>	<b>\$15,826</b>	<b>\$16,027</b>	<b>\$201</b>	<b>1.27%</b>

\* The above is strictly Town of Ingersoll municipal taxation and excludes County and Education portion.

	2019 CVA	2020 CVA	2019 vs 2020
Residential	1,042,918,197	1,088,481,909	4.37%
Multi-residential	24,188,000	27,688,600	14.47%
Farmland	1,006,788	852,900	-15.29%
Commercial	136,894,792	137,394,900	0.37%
Industrial	84,821,388	85,887,200	1.26%
<b>Total Taxable</b>	<b>1,289,829,165</b>	<b>1,340,305,509</b>	<b>3.91%</b>

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**Budget Allocation for Municipal Services Based on the Average Residential Tax bill**

A breakdown of the costs of services that make up the median residential property tax bill of \$2,021/yr or \$168 /month. This tax bill represent the Town portion of property tax only and excludes the County and Education taxes.

	Average Tax Bill	
	Annual \$2,021	Monthly \$168
CAPITAL & RESERVES	\$ 442	\$ 36.9
POLICE	\$ 346	\$ 28.8
PUBLIC WORKS	\$ 210	\$ 17.5
PARKS AND ARENA	\$ 157	\$ 13.1
VICTORIA PARK COMMUNITY CENTRE	\$ 130	\$ 10.8
FIRE	\$ 120	\$ 10.0
ENGINEERING	\$ 96	\$ 8.0
DEBT REPAYMENT	\$ 95	\$ 7.9
CLERKS	\$ 79	\$ 6.5
YOUTH CENTRE - FUSION	\$ 63	\$ 5.3
ADMINISTRATION	\$ 50	\$ 4.2
INFORMATION TECHNOLOGY	\$ 40	\$ 3.3
COUNCIL	\$ 39	\$ 3.2
ECONOMIC DEVELOPMENT	\$ 38	\$ 3.2
TREASURY	\$ 34	\$ 2.8
MUSEUMS	\$ 26	\$ 2.1
TAX REFUNDS & SUPPS	\$ 21	\$ 1.8
PUBLIC BUILDINGS	\$ 15	\$ 1.2
PARA TRANSIT	\$ 7	\$ 0.6
CROSSING GUARDS	\$ 7	\$ 0.6
PROPERTY STANDARDS	\$ 4	\$ 0.3
PARKING	\$ 3	\$ 0.3
BUILDING INSPECTION	\$ -	\$ -

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**Summary All Departments by Revenue/Expense Grouping**

	Actual	YTD Actual	Budget		Projection	Change	Change
	2018	2019	2019	2020	2021	2019 to 2020 (fav) unfav	2019 to 2020 %
<b>COUNCIL</b>	207,807	227,289	245,970	288,873	245,410	42,903	17%
<b>CHIEF ADMINISTRATIVE OFFICER</b>	302,878	489,915	352,130	<b>375,970</b>	409,300	23,840	7%
<b>CLERKS</b>							
ADMINISTRATION	551,725	488,924	570,950	<b>588,740</b>	661,640	17,790	3%
PARATRANSIT	48,748	53,282	59,420	<b>55,840</b>	55,840	(3,580)	-6%
CROSSING GUARDS	52,249	52,379	54,070	<b>55,370</b>	55,940	1,300	2%
<b>PARKING</b>	15,773	7,755	23,500	<b>22,500</b>	22,200	(1,000)	-4%
<b>INFORMATION TECHNOLOGY</b>	292,518	292,458	305,195	<b>320,000</b>	324,780	14,805	5%
<b>TREASURY</b>							
ADMINISTRATION	570,430	596,554	966,694	<b>841,113</b>	897,109	(125,581)	-13%
SUPPLEMENTARIES LESS ADJUSTMENTS	204,265	(564,652)	245,017	<b>158,613</b>	158,613	(86,404)	-35%
TAX LEVY	(14,157,219)	(14,483,928)	(14,524,511)	<b>(14,902,400)</b>	(15,064,576)	(377,889)	2.60%
<b>BUILDING INSPECTION</b>							
INSPECTION	2,133	(134,558.77)	-	-	-	-	0%
PROPERTY STANDARDS	16,855	22,762	25,180	<b>26,720</b>	27,250	1,540	6%
TOWN CENTRE	158,289	186,625	220,878	<b>167,808</b>	157,908	(53,070)	-24%
PUBLIC BUILDINGS - OTHER	40,245	(5,789)	(10,800)	<b>1,400</b>	1,530	12,200	-113%
<b>FIRE</b>							
ADMINISTRATION	1,024,138	1,031,907	1,069,798	<b>1,084,258</b>	1,091,758	14,460	1%
FACILITY	(2,862)	65,357	18,188	<b>20,746</b>	10,726	2,558	14%
<b>POLICE</b>							
ADMINISTRATION	2,245,514	2,350,225	2,376,865	<b>2,534,896</b>	2,587,100	158,031	7%
POLICE SERVICES BOARD	27,409	23,227	33,985	31,175	31,995	(2,810)	-8%
FACILITY	(1,570)	(67,182)	13,302	<b>32,134</b>	10,305	18,832	142%
<b>ENGINEERING</b>							
ADMINISTRATION	1,867,719	2,087,041	2,161,115	<b>2,167,550</b>	2,278,610	6,435	0%
STREET LIGHTING & TRAFFIC SIGNALS	289,860	231,023	305,200	<b>308,200</b>	317,000	3,000	1%
<b>PUBLIC WORKS</b>							
ADMINISTRATION & EQUIPMENT	367,901	441,496	361,129	<b>372,500</b>	379,286	11,371	3%
BRIDGES & CULVERTS	7,252	7,400	11,640	<b>11,660</b>	14,550	20	0%
ROADSIDE MAINTENANCE	240,869	227,682	265,720	<b>261,880</b>	265,000	(3,840)	-1%
SURFACE MAINTENANCE	237,762	262,299	287,220	<b>283,860</b>	287,350	(3,360)	-1%
ROADS, SIDEWALKS & PARKING LOTS	252,073	226,711	263,280	<b>257,070</b>	259,830	(6,210)	-2%
WINTER CONTROL	439,769	465,263	479,640	<b>501,480</b>	496,550	21,840	5%
ENVIRONMENTAL SERVICES	127,008	128,559	112,982	<b>106,072</b>	108,912	(6,910)	-6%
<b>PARKS AND ARENA</b>							
ADMINISTRATION	151,514	148,089	160,820	<b>165,610</b>	167,975	4,790	3%
ARENA	445,642	486,848	431,326	<b>409,123</b>	410,953	(22,203)	-5%
PARKS	655,438	720,459	735,002	<b>901,266</b>	915,550	166,264	23%
PARKS PROGRAMS	64,003	54,859	76,050	<b>75,140</b>	76,040	(910)	-1%
CAMI PARKS / SUZUKI HOUSE	140,378	133,261	164,246	<b>232,892</b>	234,410	68,646	42%
<b>VICTORIA PARK COMMUNITY CENTRE</b>							
ADMINISTRATION	103,705	103,590	93,675	<b>97,521</b>	97,331	3,846	4%
AQUATICS	148,913	178,931	161,104	<b>167,225</b>	174,268	6,121	4%
FITNESS	34,873	164,319	145,286	<b>169,853</b>	174,703	24,567	17%
GENERAL PROGRAMS	59,964	81,538	81,098	<b>11,710</b>	20,495	(69,388)	-86%
FACILITY	973,903	578,769	578,343	<b>596,577</b>	613,312	18,234	3%
<b>YOUTH CENTRE</b>							
FACILITY	92,446	81,340	102,661	<b>313,976</b>	122,522	211,315	206%
GENERAL PROGRAMS	373,415	345,210	502,800	<b>388,392</b>	397,238	(114,408)	-23%
<b>MUSEUMS</b>							
FACILITY	24,308	25,018	33,560	<b>30,560</b>	30,900	(3,000)	-9%
PROGRAMS	145,345	111,692	161,762	<b>169,762</b>	171,442	8,000	5%
<b>ECONOMIC DEVELOPMENT</b>	238,083	234,485	278,510	<b>296,365</b>	300,945	17,855	6%
	<u>(918,529)</u>	<u>(1,841,566)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 0</u>	<u>\$ -</u>	

**Town of Ingersoll  
COMMITTEES  
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DEPARTMENT: COMMITTEES	Actual	YTD Actual	Budget		Projection	Change 2018 to 2019		
	2018	2019	2019	2020	2021	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>SAFE CYCLING</b>								
Bike Parts			500	<b>750</b>	750	250		
Helmets			500	<b>750</b>	750	250		
Commuter Trail Grand Opening			500		--	(500)		
Educational Campaigns			1,000	<b>1,000</b>	1,000	--		
June Bike Month Events			1,500	<b>2,000</b>	2,000	500		
Bike Summit Conference			1,000	<b>1,000</b>	1,000	--		
Can Bike Instructor			500	<b>500</b>	500	--		
	<u>10,687</u>	<u>6,431</u>	<u>5,500</u>	<u><b>6,000</b></u>	<u>6,000</u>	<u>500</u>		
<b>RECREATIONAL TRAILS</b>								
Educational/Advertising Campaign			1,000	<b>1,000</b>	1,000	--		
Ontario Trails Council Conference			1,000	<b>1,000</b>	1,000	--		
Misc signage repairs and updates			1,000	<b>1,000</b>	1,000	--		
	<u>--</u>	<u>--</u>	<u>3,000</u>	<u><b>3,000</b></u>	<u>3,000</u>	<u>--</u>		
	<u>10,687</u>	<u>6,431</u>	<u>8,500</u>	<u><b>9,000</b></u>	<u>9,000</u>	<u>500</u>	5.88%	

**Town of Ingersoll  
INGERSOLL RURAL CEMETERY BOARD  
2020 Budget - Final  
February 6, 2020**

**BUDGET SUMMARY**

Receipts:	\$43,910.00
Expenditures	\$150,390.00
Grant -	\$106,380.00

-----  
Total grant requested - \$106,380.00

Town of Ingersoll	87.5%	\$93,082.50
Township of Zorra	12.5%	\$13,297.25

Motion to accept this 2020 budget moved by: Pam Petrie

Seconded by: Brian Gill

"Mover: that a total budget of \$150,390.00 expenditures be approved for 2020 and be submitted to the two municipal councils. Ingersoll's portion is \$93,082.50 Zorra's Portion is \$13,297.25."

Motion carried.

Signed by the Chairman of the Board Mr. Brian Gill.

-----  
Brian Gill/Chairman of the Board.

BG/cf

# INGERSOLL RURAL CEMETERY BOARD

## Ingersoll Rural Cemetery Board

				Mausoleum and Columbarium Box #1 - 603809 Cemetery Lane Ingersoll, Ontario. N5C 3K1			
				<b>INGERSOLL RURAL CEMETERY BOARD</b>			
					<b>Budget 2020</b>		
				<b>Actual</b>	<b>Budget</b>	<b>Budget</b>	
				<b>2019</b>	<b>2019</b>	<b>2020</b>	
<b>RECEIPTS</b>							
Transfer fees				200	100	100	
Storage/Mausoleum					500		
Openings				29550	17500	20000	
Sale/maus/crypts				1000			
Sale of Plots				5220	3780	3780	7 plots
Sale of Columbarium niches				3060	10200	10200	10 niches
Interest /Care & Mntce				4964.8	5500	5500	
HST collection on sales				5823.9	3300	4430	
Bank Interest				12.97			
Misc. wood sold				322.01			
HST rebate					5000		
<b>Sub total</b>				<b>\$50,153.68</b>	<b>\$45,880.00</b>	<b>\$43,910.00</b>	
<b>GRANTS</b>				<b>\$104,410.00</b>	<b>\$104,410.00</b>	<b>\$106,380.00</b>	
Town of Ingersoll				<b>87.50%</b>			<b>\$93,082.50</b>
Township of Zorra				<b>12.50%</b>			<b>\$13,297.50</b>
Total grant required							<b>\$106,380.00</b>
<b>TOTAL BUDGET</b>					<b>\$150,290.00</b>	<b>\$150,290.00</b>	
				<b>total</b>			
<b>ASSET RESERVE ACCOUNTS</b>							
				Dec.31/18	Nov 30/19		
Term deposit				\$2,000.00	\$2,000.00		
Mausoleum reserve				\$26,073.17	\$29,151.60		
Columbarium reserve				\$9,696.12	\$5,145.64		
<b>Total Reserve accts.</b>				<b>\$37,769.29</b>	<b>\$36,297.24</b>		

## INGERSOLL RURAL CEMETERY BOARD

Budget 2019				INGERSOLL RURAL CEMETERY BOARD		
					Budget	Budget
<b>EXPENDITURES</b>				<b>Actual</b>	<b>2019</b>	<b>2020</b>
Wages/salaries				76469.8	89500	89500
Receiver General		employer's remit		5604.56	6000	6000
Protective clothing allowance				200	200	600
Mileage				190.5	200	200
Water Heater rental				166.34	150	200
Telephone allowance/Rogers				400	550	550
Erie Thames / water				482.53	600	600
Furnace oil				3848.14	3500	4000
Ont. Hydro				674.14	1000	1000
Repairs and Mntc/lumber/grass see/top soil				1706.98	1200	1500
Equip repairs				1673.63	4000	4000
Tool / supplies purchased				472.44	200	200
Gasoline/fuel				1473.89	2000	2000
<b>Sundries</b> Treas/Ont. E H Tax				863.39	1000	1000
Worker's comp.				397.76	1300	1300
Insurance				4760.64	4500	5000
Auditors				3616	4000	4000
Director's fees					1800	1800
Rental P/O				173	150	150
Office exps./stationary/computer allw.				637.25	800	800
Postage				95.1	100	100
Advertising				73.72	250	100
Banks chgs.				267.35	380	380
Flowers/labour/materials				886.09	800	800
Office cleaning/mtnce/repairs				1163.5	1200	1200
Tree Purchases						500
Ground Mntce/tree removal				175	3000	3000
Assoc. Fees				10	10	10
Misc.					100	100
Equip. Purchased (3 lawn mowers)				399.98	600	600
Equipment Rental expenses				87.2	200	200
Mausoleum / Garage repairs				10877.12		10000
Equipment Reserve					6000	6000
Columbarium Reserve					15000	
Columbarium Purchase/repairs				20852.72		
HST Paid				5248.62		3000
<b>TOTAL</b>				<b>\$143,947.39</b>	<b>\$150,290.00</b>	<b>\$150,390.00</b>





**Town of Ingersoll  
POLICE  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: POLICE ACTIVITY: POLICE SERVICES BOARD	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020	
	2018	2019	2019	2020	2021	(fav) unfav	% if > \$2,500 & +/- 5% ref
<b>REVENUE</b>							
	--	--	--	--	--	--	
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	20,721	17,883	23,440	<b>20,530</b>	20,950	(2,910)	
ADMINISTRATIVE EXPENSE	--	--	100	<b>100</b>	100	--	
COMMUNICATIONS	656	744	745	<b>745</b>	745	--	
INSURANCE EXPENSE	--	--	400	<b>400</b>	600	--	
PROGRAM EXPENSES	1,183	1,217	1,500	<b>1,600</b>	1,500	100	
MEETINGS, CONFERENCES, TRAINING	2,820	1,628	5,200	<b>5,200</b>	5,500	--	
FUEL / TRANSPORTATION COSTS	511	728	800	<b>800</b>	800	--	
MARKETING & PROMOTION	1,520	1,026	1,800	<b>1,800</b>	1,800	--	
	<u>27,409</u>	<u>23,227</u>	<u>33,985</u>	<u><b>31,175</b></u>	<u>31,995</u>	<u>(2,810)</u>	
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>27,409</u>	<u>23,227</u>	<u>33,985</u>	<u><b>31,175</b></u>	<u>31,995</u>	<u>(2,810)</u>	
<b>OTHER</b>							
	--	--	--	--	--	--	
	<u>27,409</u>	<u>23,227</u>	<u>33,985</u>	<u><b>31,175</b></u>	<u>31,995</u>	<u>(2,810)</u>	-8%

**EXPLANATION OF CHANGE:**  
**Revenue** No significant changes  
  
**Expenses** No significant changes

**INCLUDES DEPARTMENTS:**  
3230-4000 Police Services Board

**Town of Ingersoll  
Council  
2020 Budget - Final  
February 6, 2020**

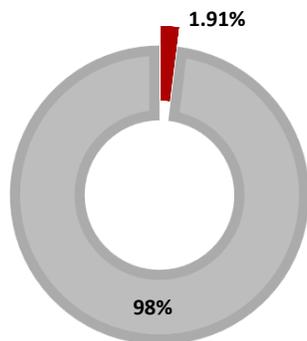
**What We Do**

The role of Council is:

- to represent the public and to consider the well-being and interests of the municipality;
- to develop and evaluate the policies and programs of the municipality;
- to determine which services the municipality provides;
- to ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of council;
- to ensure the accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality;
- to maintain the financial integrity of the municipality;
- to carry out the duties of council under this (the Municipal Act) or any other Act.

**Special Operating Projects / Memos/ Enhancements /Challenges**

**COUNCIL PORTION OF TOWN'S LEVY**



**Special Projects / Challenges**

- Establish 2020-2022 Council term priorities through a Community Strategic Plan.

Median residential property valued at \$221,000 will pay \$39/year or \$3.2/month for this service.

**Town of Ingersoll  
COUNCIL  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: COUNCIL	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>								
USER FEES	(970)	(667)	--	--	--	--		
	(4,958)	(873)	--	--	--	--		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	171,280	181,128	189,160	<b>190,363</b>	196,900	1,203		
ADMINISTRATIVE EXPENSE	192	533	550	<b>550</b>	550	--		
COMMUNICATIONS	3,303	1,038	4,000	<b>4,000</b>	4,000	--		
PROGRAM EXPENSES	4,986	5,511	5,200	<b>5,360</b>	5,360	160		
MEETINGS, CONFERENCES, TRAINING	23,684	22,014	19,660	<b>21,200</b>	21,200	1,540		
FUEL / TRANSPORTATION COSTS	1,629	1,279	1,800	<b>1,800</b>	1,800	--		
PROFESSIONAL FEES	--	--	5,000	<b>55,000</b>	5,000	50,000	1000%	(1)
MARKETING & PROMOTION	7,691	16,660	20,600	<b>10,600</b>	10,600	(10,000)	49%	(2)
	<u>212,764</u>	<u>228,162</u>	<u>245,970</u>	<u><b>288,873</b></u>	<u>245,410</u>	<u>42,903</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>207,807</u>	<u>227,289</u>	<u>245,970</u>	<u><b>288,873</b></u>	<u>245,410</u>	<u>42,903</u>		
<b>OTHER</b>								
	--	--	--	--	--	--		
	<u>207,807</u>	<u>227,289</u>	<u>245,970</u>	<u><b>288,873</b></u>	<u>245,410</u>	<u>42,903</u>	17%	

**EXPLANATION OF CHANGES:**  
**Revenue** No significant changes

**INCLUDES DEPARTMENTS:**  
0900-4000 Administration

**Expenses**  
(1) Consultants to assist Council with Community Strategic Plan  
(2) No trip to Asia in 2020

**Town of Ingersoll  
Chief Administrative Officer  
2020 Budget - Final  
February 6, 2020**

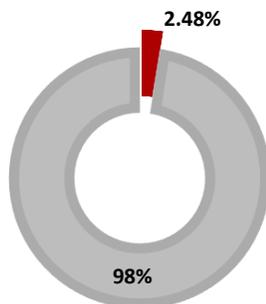
**What We Do**

The role of the CAO is :

- to lead, direct and supervise the implementation of the policies and programs approved by Town Council;
- to provide strategic guidance and advice to Town Council for the effective delivery of programs and services;
- to provide leadership and direction to all departments;
- to develop and maintain communication linkages with officials, groups, agencies, and other stakeholders;
- to provide strategic planning and implementation of economic development goals and objectives;
- to provide emergency management.

**Special Operating Projects / Memos/ Enhancements /Challenges**

**CAO PORTION OF TOWN'S LEVY**



**Special Projects / Challenges**

- Continue the opposition to the proposed landfill through legal and technical assistance and Town's continuous support to other landfill opponents.
  
- The Town has established significant reserves to fund the opposition to the proposed landfill. With the reserves already established and the proposed budget for 2020, the Town will have sufficient funds to see this process through to the submission by Walker to the Minister of the Environment and Climate Change.

Median residential property valued at \$221,000 will pay \$50/year or \$4.2/month for this service.

**Town of Ingersoll**  
**CHIEF ADMINISTRATIVE OFFICER**  
**2020 Budget - Final**  
**February 6, 2020**

DEPARTMENT: CHIEF ADMINISTRATIVE OFFICER	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>	--	--	--	--	--	--		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	184,603	182,529	184,180	<b>187,770</b>	191,350	3,590		
ADMINISTRATIVE EXPENSE	--	212	150	<b>150</b>	150	--		
OPERATING EXPENSE	17	140	250	<b>250</b>	--	--		
COMMUNICATIONS	694	219	850	<b>850</b>	850	--		
PROGRAM EXPENSES	800	860	1,500	<b>1,500</b>	1,500	--		
MEETINGS, CONFERENCES, TRAINING	8,144	6,398	5,000	<b>5,500</b>	5,500	500		
FUEL / TRANSPORTATION COSTS	595	978	1,000	<b>1,250</b>	1,250	250		
PROFESSIONAL FEES	327,056	291,292	496,000	<b>610,000</b>	190,000	114,000	23%	(1)
MARKETING & PROMOTION	30,968	7,287	28,200	<b>18,700</b>	18,700	(9,500)	34%	
	<u>552,878</u>	<u>489,915</u>	<u>717,130</u>	<u><b>825,970</b></u>	<u>409,300</u>	<u>108,840</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>552,878</u>	<u>489,915</u>	<u>717,130</u>	<u><b>825,970</b></u>	<u>409,300</u>	<u>108,840</u>		
<b>OTHER</b>								
TRANSFER FROM RESERVES & RES FUNDS	(250,000)	--	(365,000)	<b>(450,000)</b>	--	(85,000)	23%	(2)
	<u>(250,000)</u>	<u>--</u>	<u>(365,000)</u>	<u><b>(450,000)</b></u>	<u>--</u>	<u>(85,000)</u>		
	<u><u>302,878</u></u>	<u><u>489,915</u></u>	<u><u>352,130</u></u>	<u><u><b>375,970</b></u></u>	<u><u>409,300</u></u>	<u><u>23,840</u></u>	7%	

**EXPLANATION OF CHANGES:**

**Revenue** No significant changes projected

**INCLUDES DEPARTMENTS:**

0900-4000 Administration

**Expenses**

(1) Based on anticipated legal, technical and PR services related to the opposition to the landfill.

General Legal/ HR	40,000
Boundary Adjustment legal	30,000
North Town Line OP Zone	50,000
Landfill site legal	20,000
Boundary Adjustment (survey, etc.)	50,000
Consulting Landfill Peer Team	200,000
Landfill Lobbying Consultants	220,000
	<u>610,000</u>

(2) Required transfer to fund professional fees related to the Demand the Right campaign.

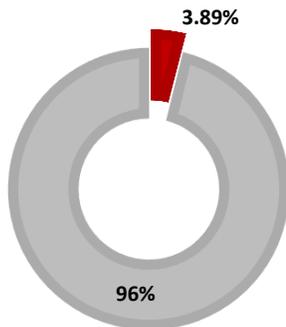
**Town of Ingersoll  
Clerk, Human Resources and Paratransit  
2020 Budget - Final  
February 6, 2020**

**What We Do**

The Clerk's Department is responsible for: Births, Deaths, Lottery, Marriage, Transient Traders licences, legal agreements, including site plan, subdivision and encroachment agreements. All legal transactions and coordination of legal advice. Title searches. Election administration. Coordination of Council including meeting scheduling, conference scheduling, closed meeting investigator services and Integrity Commissioner Services. Coordination of OMB Hearings, Committee of Adjustment, Grants to organizations, Records Management, Wedding Ceremonies, Human Resources.

**Special Operating Projects / Memos/ Enhancements /Challenges**

**CLERKS PORTION OF TOWN'S LEVY**



**Special Projects**

- The Clerks Department (Human Resources) has initiated a pay equity study in 2018 for which a budget of \$30K had been established. The study began in 2019 but will continue into 2020, the funds that have not been used in 2018 / 2019 are being carried forward.
- The proposed 2020 budget includes the purchase of new records management software (Laserfiche) and electronic agenda software (Icompass). The budget also includes a full time employee to assist with the implementation of two new software packages. The cost to purchase and implement both packages and staff complement will be funded through the Modernization Grant (received in 2019).

Median residential property valued at \$221,000 will pay \$79/year or \$6.6/month for this service.

**Town of Ingersoll  
CLERKS  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: CLERKS ACTIVITY: ADMINISTRATION	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>								
SALE OF GOODS OR SERVICES	(9)	(17)	(25)	<b>(25)</b>	(25)	--		
PERMITS/LICENSES	(28,337)	(27,139)	(32,300)	<b>(27,300)</b>	(26,800)	5,000	15%	(1)
RENT / LEASES	(10,187)	(14,716)	--	--	--	--		
USER FEES	(27,504)	(42,969)	(27,100)	<b>(29,100)</b>	(29,050)	(2,000)		
RECOVERIES	(5)	(20,981)	--	--	--	--		
LAND SALES	(244,646)	(50)	--	--	--	--		
	<u>(310,688)</u>	<u>(105,872)</u>	<u>(59,425)</u>	<u><b>(56,425)</b></u>	<u>(55,875)</u>	<u>3,000</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	391,421	424,654	441,000	<b>527,660</b>	540,400	86,660	20%	(2)
ADMINISTRATIVE EXPENSE	50,819	24,194	27,355	<b>27,155</b>	27,155	(200)		
OPERATING EXPENSE	7,819	9,101	12,500	<b>10,500</b>	10,500	(2,000)		
COMMUNICATIONS	8,364	8,646	8,500	<b>8,500</b>	8,500	--		
PROGRAM EXPENSES	11,530	11,493	27,750	<b>27,750</b>	27,750	--		
MEETINGS, CONFERENCES, TRAINING	4,866	4,929	8,170	<b>7,310</b>	7,310	(860)		
FUEL / TRANSPORTATION COSTS	656	455	1,200	<b>1,200</b>	1,200	--		
PROFESSIONAL FEES	59,346	1,181	10,000	<b>10,000</b>	10,000	--		
CONTRACTED SERVICES	17,189	37,853	51,800	<b>77,680</b>	24,600	25,880	50%	(3)
MARKETING & PROMOTION	4,371	4,083	6,000	<b>6,000</b>	6,000	--		
GRANTS TO VOLUNTEER ORGANIZATIONS	53,036	50,795	51,100	<b>45,100</b>	39,100	(6,000)	12%	(4)
LAND SALE EXPENSES	8,213	2,411	--	--	--	--		
	<u>617,630</u>	<u>579,796</u>	<u>645,375</u>	<u><b>748,855</b></u>	<u>702,515</u>	<u>103,480</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>306,942.78</u>	<u>473,924</u>	<u>585,950</u>	<u><b>692,430</b></u>	<u>646,640</u>	<u>106,480</u>		
<b>OTHER</b>								
TRANSFER FROM RESERVES & RES FUNDS	(21,838)	--	(30,000)	(118,690)	--	(88,690)	296%	(5)
TRANSFER TO RESERVES & RES FUNDS	266,620	15,000	15,000	15,000	15,000	--		
	<u>244,782</u>	<u>15,000</u>	<u>(15,000)</u>	<u>(103,690)</u>	<u>15,000</u>	<u>(88,690)</u>		
	<u>551,725</u>	<u>488,924</u>	<u>570,950</u>	<u><b>588,740</b></u>	<u>661,640</u>	<u>17,790</u>	3%	

**EXPLANATION OF CHANGE:**

**Revenue**

(1) Directly attributed to decreasing volume of wedding licenses

**Expenses**

(2) Attributed to a full time contract position for the purpose of the implementation of Laserfiche and Icompas software. Step increases and annual wage increases for existing staff

(3) Increased funding for Laserfiche and Icompass software. Both will be funded from reserves

(4) Less funding required for community grant applications

(5) Increased transfers from reserves to fund Laserfiche and Icompass implementation and one full time contract position to assist with these two projects

**INCLUDES DEPARTMENTS:**

1000-4000 Administration  
1000-4005 Committee of Adjustment  
1000-4007 Wedding Ceremonies  
1000-4008 Human Resources  
3600-4000 Animal Control

**Town of Ingersoll  
PARATRANSIT  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: CLERKS ACTIVITY: PARATRANSIT	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
SALE OF GOODS OR SERVICES	(21,051)	(20,763)	(21,000)	<b>(21,000)</b>	(21,000)	--		
	(21,051)	(20,763)	(21,000)	<b>(21,000)</b>	(21,000)	--		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	1,467	7,107	12,520	<b>7,640</b>	7,640	(4,880)	39%	(1)
COMMUNICATIONS	832	881	1,400	<b>1,400</b>	1,400	--		
CONTRACTED SERVICES	66,646	65,265	66,000	<b>67,000</b>	67,000	1,000		
MARKETING & PROMOTION	854	793	500	<b>800</b>	800	300		
	69,799	74,045	80,420	<b>76,840</b>	76,840	(3,580)		
<b>NET OPERATING (REVENUE) EXPENSE</b>	48,748	53,282	59,420	<b>55,840</b>	55,840	(3,580)		
<b>OTHER</b>								
	--	--	--	--	--	--		
	48,748	53,282	59,420	<b>55,840</b>	55,840	(3,580)	-6%	

**EXPLANATION OF CHANGE:**  
Revenue No significant changes

**INCLUDES DEPARTMENTS:**  
1001-4000 Administration

**Expenses**  
(1) Based on staff requirements.

Town of Ingersoll  
CLERKS  
2020 Budget - Final  
February 6, 2020

DEPARTMENT: CLERKS ACTIVITY: CROSSING GUARDS	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>	--	--	--	--	--	--		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	51,858	51,766	52,370	<b>53,670</b>	54,210	1,300		
OPERATING EXPENSE	391	613	700	<b>700</b>	710	--		
PROGRAM EXPENSES	--	--	100	<b>100</b>	100	--		
MEETINGS, CONFERENCES, TRAINING	--	--	400	<b>400</b>	410	--		
MARKETING & PROMOTION	--	--	500	<b>500</b>	510	--		
	<u>52,249</u>	<u>52,379</u>	<u>54,070</u>	<u><b>55,370</b></u>	<u>55,940</u>	<u>1,300</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	52,248.93	52,379	54,070	<b>55,370</b>	55,940	1,300		
<b>OTHER</b>								
	<u>52,249</u>	<u>52,379</u>	<u>54,070</u>	<u><b>55,370</b></u>	<u>55,940</u>	<u>1,300</u>		2%
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>			
<b>Revenue</b> No significant changes projected					3220-4000	Crossing Guards		
<b>Expenses</b> No significant changes projected								

**Town of Ingersoll  
Information Technology  
2020 Budget - Final  
February 6, 2020**

**What We Do**

The IT Department is responsible for planning, operations and support of the Town's information technology infrastructure.

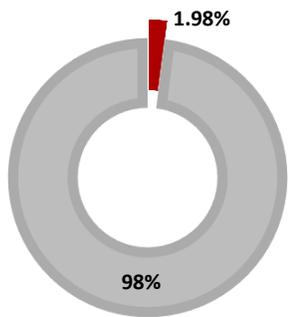
The IT team maintains corporate communication through developing and operation of effective network. One of the most important IT function is managing information security against attacks from viruses, cybercriminals and other threats.

The IT team also develops and maintains tools to collect, store, manage, secure and distribute data to employees.

The IT team provides various forms of user support for various town locations.

**Special Operating Projects / Memos/ Enhancements /Challenges**

**IT PORTION OF TOWN'S LEVY**



**Special Projects**

- Information Technologies will be working on upgrading Town's IT infrastructure.

Median residential property valued at \$221,000 will pay \$40/year or \$3.3/month for this service.

**Town of Ingersoll**  
**INFORMATION TECHNOLOGY**  
**2020 Budget - Final**  
**February 6, 2020**

DEPARTMENT: IT ACTIVITY: INFORMATION TECHNOLOGY	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500 unfav & +/- 5%	ref
<b>REVENUE</b>	--	--	--	--	--	--		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	168,189	168,690	175,020	<b>181,620</b>	186,400	6,600		(1)
ADMINISTRATIVE EXPENSE	49	--	100	<b>100</b>	100	--		
OPERATING EXPENSE	24,759	26,191	25,500	<b>28,500</b>	28,500	3,000	12%	
COMMUNICATIONS	4,655	3,271	4,200	<b>3,000</b>	3,000	(1,200)		
PROGRAM EXPENSES	294	318	225	<b>230</b>	230	5		
MEETINGS, CONFERENCES, TRAINING	8,421	7,618	8,900	<b>8,600</b>	8,600	(300)		
FUEL / TRANSPORTATION COSTS	1,110	1,421	1,100	<b>1,100</b>	1,100	--		
MARKETING & PROMOTION	58	--	100	<b>100</b>	100	--		
EQUIP REPAIRS & MAINTENANCE	2,697	2,643	3,000	<b>3,000</b>	3,000	--		
MAINTENANCE CONTRACTS	61,418	62,307	67,050	<b>73,750</b>	73,750	6,700	10%	(2)
	<u>272,518</u>	<u>272,458</u>	<u>285,195</u>	<u><b>300,000</b></u>	<u>304,780</u>	<u>14,805</u>	5%	
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>272,518</u>	<u>272,458</u>	<u>285,195</u>	<u><b>300,000</b></u>	<u>304,780</u>	<u>14,805</u>	5%	
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	20,000	20,000	20,000	<b>20,000</b>	20,000	--		
	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u><b>20,000</b></u>	<u>20,000</u>	<u>--</u>		
	<u>292,518</u>	<u>292,458</u>	<u>305,195</u>	<u><b>320,000</b></u>	<u>324,780</u>	<u>14,805</u>	5%	

**EXPLANATION OF CHANGE:**

**Revenue** No significant changes projected

**INCLUDES DI INCLUDES DEPARTMENTS:**

1002-4000 Administration

**Expenses**

(1) Based on anticipated wage and step increases.

(2) Maintenance contracts increased for Public Works Street Patrolling software and other various software packages

**Town of Ingersoll  
Treasury and Debt Payments  
2020 Budget - Final  
February 6, 2020**

**What We Do**

The Treasury Department provides following services:

Managing all Financial matters of the Town as directed by the Town Council;

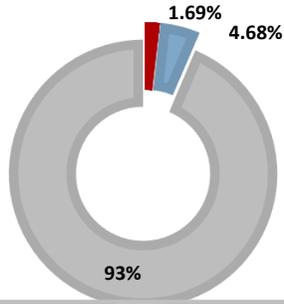
Preparation of Annual Capital and Operating Budgets and Financial Statements;

Property Tax, Billing and Collection, Taxation Policy and advice to Council, related boards and staff;

Financial Services including financial planning and risk management to ensure long-term financial sustainability.

**Special Operating Projects / Memos/ Enhancements /Challenges**

**TREASURY PORTION OF TOWN'S  
LEVY**



Treasury - 1.67%  
Debt Repayment - 4.68%

**Challenges**

- Growing risk of the loss of Town's industrial and commercial assessment base due to the increasing number of appeals and changing economic conditions.

**Enhancements**

- We anticipate an increase in interest revenue due to higher interest rates and growing cash balances.

**Special Projects**

- Treasury will be implementing a new multi-user budgeting software that will be integrated with Town's finance system, allow for multi-year operating and capital budgeting and unlimited what-if funding scenarios. It will eliminate the use of time-consuming spreadsheets , promote efficiency, partnership and ownership.

Median residential property valued at \$221,000 will pay \$129/year or \$10.7/month for these two services.

**Town of Ingersoll  
TREASURY  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: TREASURY ACTIVITY: ADMINISTRATION	Actual 2018	YTD Actual 2019	Budget		Projection 2021	Change 2019 to 2020		
			2019	2020		(fav)	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>								
SALE OF GOODS OR SERVICES	(16,355)	(17,950)	(14,500)	<b>(16,000)</b>	(16,000)	(1,500)		
USER FEES	(18,917)	(27,859)	(18,500)	<b>(18,500)</b>	(18,500)	--		
RECOVERIES	(14,864)	--	(4,200)	<b>(4,200)</b>	(4,200)	--		
INTEREST / DIVIDENDS	(1,098,836)	(853,107)	(669,500)	<b>(769,500)</b>	(769,500)	(100,000)	15%	(1)
	<u>(1,148,972)</u>	<u>(898,917)</u>	<u>(706,700)</u>	<u><b>(808,200)</b></u>	<u>(808,200)</u>	<u>(101,500)</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	538,183	524,522	555,550	<b>589,250</b>	613,300	33,700	6%	(2)
ADMINISTRATIVE EXPENSE	10,756	10,950	10,770	<b>10,770</b>	10,770	--		
OPERATING EXPENSE	304	--	100	<b>100</b>	100	--		
COMMUNICATIONS	333	836	420	<b>420</b>	420	--		
INSURANCE EXPENSE	253,800	217,857	228,786	<b>252,915</b>	260,100	24,129	11%	(3)
PROGRAM EXPENSES	2,997	3,067	3,050	<b>3,050</b>	3,050	--		
MEETINGS, CONFERENCES, TRAINING	2,733	597	5,600	<b>2,900</b>	2,900	(2,700)	48%	
FUEL / TRANSPORTATION COSTS	568	298	650	<b>650</b>	650	--		
PROFESSIONAL FEES	31,309	(247)	28,000	<b>28,000</b>	28,000	--		
CONTRACTED SERVICES	21,297	6,938	28,100	<b>3,100</b>	1,000	(25,000)	89%	(4)
MARKETING & PROMOTION	864	816	950	<b>950</b>	950	--		
EQUIP REPAIRS & MAINTENANCE	254	254	250	<b>250</b>	250	--		
TRANSFER TO BIA	77,880	--	78,000	<b>78,000</b>	78,000	--		
TRANSFERS TO CEMETERY BOARD	133,194	91,359	91,359	<b>93,083</b>	93,083	1,724		
	<u>1,074,474</u>	<u>857,248</u>	<u>1,031,585</u>	<u><b>1,063,438</b></u>	<u>1,092,573</u>	<u>31,853</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(74,498)</u>	<u>(41,669)</u>	<u>324,885</u>	<u><b>255,238</b></u>	<u>284,373</u>	<u>(69,647)</u>		
<b>OTHER</b>								
OMPFF - ONT MUN PARTNER GRANT	(330,500)	(281,002)	(247,875)	<b>(238,900)</b>	(203,065)	8,975		
TRANSFER FROM RESERVES & RES FUNDS	(75,729)	--	(56,746)	<b>(33,919)</b>	(33,919)	22,827	40%	(5)
TRANSFER TO RESERVES & RES FUNDS	150,000	150,000	150,000	<b>150,000</b>	150,000	--		
DEBENTURE PAYMENT	901,158	769,224	796,430	<b>708,694</b>	699,720	(87,736)	11%	(6)
	<u>644,929</u>	<u>638,222</u>	<u>641,809</u>	<u><b>585,875</b></u>	<u>612,736</u>	<u>(55,934)</u>		
	<u>570,430</u>	<u>596,554</u>	<u>966,694</u>	<u><b>841,113</b></u>	<u>897,109</u>	<u>(125,581)</u>	-13%	

**EXPLANATION OF CHANGE:**

**Revenue**

(1) Based on anticipated cash balances and higher interest rates

**Expenses**

(2) Based on anticipated wage and step increase as well as extended health benefits for retirees (added two people into the retiree pool)

(3) Insurance premiums increased due to escalating number of claims (slip and falls)

(4) Directly attributed to the Development Charges Study (a one time project) which was done in 2019

**Other**

(5) Funding for the Development Charges Study no longer needed

(6) Paid off one debenture in 2019 thus reduction in debt servicing costs

**INCLUDES DEPARTMENTS:**

1300-4000 Administration  
1300-4001 Retiree Benefits  
1500-4000 Transfers to Local Boards  
1600-40\*\* Debt Repayment  
1600-60\*\*

**Town of Ingersoll  
TAXATION  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: TREASURY ACTIVITY: TAXATION	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
TAXATION - LEVY	(14,157,219)	(14,483,928)	(14,524,511)	<b>(14,902,400)</b>	(15,064,576)	(377,889)	2.60%	(1)
TAXATION - SUPPLEMENTARIES & OTHER	(493,126)	(683,806)	(384,983)	<b>(461,387)</b>	(461,387)	(76,404)	19.85%	
	<u>(14,650,345)</u>	<u>(15,167,734)</u>	<u>(14,909,494)</u>	<b><u>(15,363,787)</u></b>	<u>(15,525,963)</u>	<u>(454,293)</u>		
<b>EXPENSE</b>								
PROPERTY TAX REFUNDS & ADJUSTMENTS	697,391	119,154	630,000	<b>620,000</b>	620,000	(10,000)		
	<u>697,391</u>	<u>119,154</u>	<u>630,000</u>	<b><u>620,000</u></b>	<u>620,000</u>	<u>(10,000)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(13,952,954)</u>	<u>(15,048,580)</u>	<u>(14,279,494)</u>	<b><u>(14,743,787)</u></b>	<u>(14,905,963)</u>	<u>(464,293)</u>		
	<u>(13,952,954)</u>	<u>(15,048,580)</u>	<u>(14,279,494)</u>	<b><u>(14,743,787)</u></b>	<u>(14,905,963)</u>	<u>(464,293)</u>	3.25%	
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>			
<b>Revenue</b>					1400-99**	County and Education Tax		
(1) Required levy increase to balance the budget.					1401-99**	Municipal Taxation		
<b>Expenses</b>	No significant changes projected							

**Town of Ingersoll  
Public Buildings and Building Inspection  
2020 Budget - Final  
February 6, 2020**

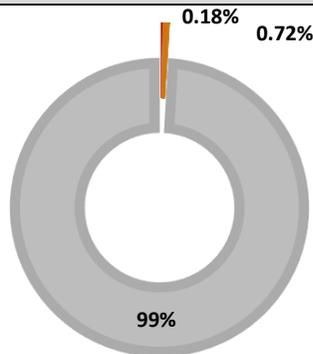
**What We Do**

The Building Department is responsible for:

Building Permits/Inspection/Enforcement, Plumbing and Sewer Permits, Property Standards/By-law Enforcement, Planning (Zoning/Development/Site Plans) and Facilities (Town Centre, and other downtown structures).

**Special Operating Projects / Memos/ Enhancements /Challenges**

**PUBLIC BUILDINGS PORTION OF  
TOWN'S LEVY**



Property Standards - 0.18%  
Public Blds- 0.72%

**Special Projects**

- Building department paper and electronic records clean-up and re-organization.
- Mobile Building Inspection software implementation.
- Continue with Amanda implementation and configuration.

Median residential property valued at \$221,000 will pay \$15/year or \$1.2/month for this service.

**Town of Ingersoll**  
**BUILDING INSPECTION & MUNICIPAL BUILDINGS**  
**2020 Budget - Final**  
**February 6, 2020**

DEPARTMENT: BUILDING ACTIVITY: TOTAL ALL ACTIVITIES	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020	
	2018	2019	2019	2020	2021	(fav) unfav	% if > \$2,500 & +/- 5% ref
<b>REVENUE</b>							
PERMITS/LICENSES	(185,641)	(324,617)	(157,095)	<b>(177,095)</b>	(150,600)	(20,000)	13%
RENT / LEASES	(14,921)	(9,889)	(13,400)	<b>(11,500)</b>	(11,500)	1,900	
USER FEES	(1,996)	(2,495)	(2,000)	<b>(2,000)</b>	(2,300)	--	
RECOVERIES	(817)	(250)	--	--	--	--	
COUNTY RECOVERY	(84,973)	(95,074)	(95,070)	<b>(98,110)</b>	(98,110)	(3,040)	
	<u>(288,348)</u>	<u>(432,325)</u>	<u>(267,565)</u>	<u><b>(288,705)</b></u>	<u>(262,510)</u>	<u>(21,140)</u>	
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	230,334	242,143	235,990	<b>271,490</b>	277,360	35,500	15%
ADMINISTRATIVE EXPENSE	1,300	822	1,300	<b>1,800</b>	1,440	500	
OPERATING EXPENSE	4,632	4,207	3,100	<b>4,000</b>	3,850	900	
COMMUNICATIONS	1,851	1,942	1,998	<b>1,998</b>	2,198	--	
UTILITIES - HEAT, HYDRO, WATER	82,541	68,324	92,800	<b>88,000</b>	88,860	(4,800)	5%
PROGRAM EXPENSES	1,503	1,054	1,150	<b>1,300</b>	1,300	150	
MEETINGS, CONFERENCES, TRAINING	2,960	7,131	9,050	<b>9,050</b>	8,600	--	
FUEL / TRANSPORTATION COSTS	3,892	720	4,500	<b>1,000</b>	500	(3,500)	78%
PROFESSIONAL FEES	3,462	5,918	1,000	<b>4,000</b>	4,000	3,000	300%
CONTRACTED SERVICES	16,299	16,750	22,300	<b>23,700</b>	17,300	1,400	
MARKETING & PROMOTION	849	176	375	<b>375</b>	375	--	
LAND MAINTENANCE & IMPROVEMENT	661	650	650	<b>650</b>	650	--	
EQUIP REPAIRS & MAINTENANCE	14,863	24,147	21,820	<b>23,050</b>	13,310	1,230	
BLDG REPAIRS & MAINTENANCE	17,677	14,744	19,300	<b>17,500</b>	20,500	(1,800)	
SNOW REMOVAL AND SANDING	3,013	3,638	2,500	<b>2,800</b>	2,520	300	
MAINTENANCE CONTRACTS	23,642	9,000	9,580	<b>9,580</b>	10,460	--	
	<u>409,478</u>	<u>401,365</u>	<u>427,413</u>	<u><b>460,293</b></u>	<u>453,223</u>	<u>32,880</u>	
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>121,130</u>	<u>(30,960)</u>	<u>159,848</u>	<u><b>171,588</b></u>	<u>190,713</u>	<u>11,740</u>	
<b>OTHER</b>							
TRANSFER FROM RESERVES & RES FUNDS	--	--	(24,590)	<b>(35,660)</b>	(64,025)	(11,070)	45%
TRANSFER TO RESERVES & RES FUNDS	96,391	100,000	100,000	<b>60,000</b>	60,000	(40,000)	40%
	<u>96,391</u>	<u>100,000</u>	<u>75,410</u>	<u><b>24,340</b></u>	<u>(4,025)</u>	<u>(51,070)</u>	
	<u>217,522</u>	<u>69,040</u>	<u>235,258</u>	<u><b>195,928</b></u>	<u>186,688</u>	<u>(39,330)</u>	-17%
<b>SUMMARY OF ALL BUILDING ACTIVITIES:</b>							
INSPECTION			--	--	--	--	
TOWN CENTRE			220,878	<b>167,808</b>	157,908	(53,070)	
PUBLIC BUILDINGS - OTHER			(10,800)	<b>1,400</b>	1,530	12,200	
			<u>210,078</u>	<u><b>169,208</b></u>	<u>159,438</u>	<u>(40,870)</u>	

**Town of Ingersoll  
BUILDING INSPECTION  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: BUILDING ACTIVITY: INSPECTION	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
PERMITS/LICENSES	(185,641)	(324,617)	(157,095)	<b>(177,095)</b>	(150,600)	(20,000)	13%	(1)
USER FEES	(1,996)	(2,495)	(2,000)	<b>(2,000)</b>	(2,300)	--		
	<u>(187,637)</u>	<u>(327,112)</u>	<u>(159,095)</u>	<u><b>(179,095)</b></u>	<u>(152,900)</u>	<u>(20,000)</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	160,800	174,928	164,610	<b>193,530</b>	197,570	28,920	18%	(2)
ADMINISTRATIVE EXPENSE	1,040	811	1,000	<b>1,500</b>	1,130	500		
OPERATING EXPENSE	447	672	1,000	<b>1,000</b>	850	--		
COMMUNICATIONS	294	385	300	<b>300</b>	500	--		
PROGRAM EXPENSES	1,503	1,054	1,150	<b>1,300</b>	1,300	150		
MEETINGS, CONFERENCES, TRAINING	2,960	7,131	8,650	<b>8,650</b>	8,600	--		
FUEL / TRANSPORTATION COSTS	3,892	720	4,500	<b>1,000</b>	500	(3,500)	78%	(3)
PROFESSIONAL FEES	3,462	5,918	1,000	<b>4,000</b>	4,000	3,000	300%	(4)
CONTRACTED SERVICES	3,132	580	1,100	<b>2,100</b>	1,100	1,000		
MARKETING & PROMOTION	849	176	375	<b>375</b>	375	--		
EQUIP REPAIRS & MAINTENANCE	--	178	--	<b>1,000</b>	1,000	1,000		
	<u>178,380</u>	<u>192,554</u>	<u>183,685</u>	<u><b>214,755</b></u>	<u>216,925</u>	<u>31,070</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(9,258)</u>	<u>(134,559)</u>	<u>24,590</u>	<u><b>35,660</b></u>	<u>64,025</u>	<u>11,070</u>		
<b>OTHER</b>								
TRANSFER FROM RESERVES & RES FUNDS	--	--	(24,590)	<b>(35,660)</b>	(64,025)	(11,070)	45%	(5)
	<u>11,391</u>	<u>--</u>	<u>(24,590)</u>	<u><b>(35,660)</b></u>	<u>(64,025)</u>	<u>(11,070)</u>		
	<u>2,133</u>	<u>(134,559)</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	0%	

**EXPLANATION OF CHANGE:**

**Revenue**

(1) Based on the number of building permits projected to be issued in 2020

**Expenses**

- (2) Attributed to annual wage and step increases for CBO and Building Inspector and hiring a coop student for 20 weeks
- (3) Reduction in mileage claims
- (4) Additional funding for legal costs (funded by reserves)
- (5) Required transfer from reserves to balance the building inspection budget

**INCLUDES DEPARTMENTS:**

3400-4000 Administration

Town of Ingersoll  
**PROPERTY STANDARDS**  
**2020 Budget - Final**  
**February 6, 2020**

DEPARTMENT: BUILDING ACTIVITY: PROPERTY STANDARDS	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
RECOVERIES	(817)	(250)	--	--	--	--		
	(817)	(250)	--	--	--	--		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	17,412	23,002	24,880	<b>26,420</b>	26,940	1,540		
ADMINISTRATIVE EXPENSE	260	10	300	<b>300</b>	310	--		
	17,672	23,012	25,180	<b>26,720</b>	27,250	1,540		
<b>NET OPERATING (REVENUE) EXPENSE</b>	16,855	22,762	25,180	<b>26,720</b>	27,250	1,540		
<b>OTHER</b>								
	--	--	--	--	--	--		
	16,855	22,762	25,180	<b>26,720</b>	27,250	1,540		6%
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>			
<b>Revenue</b> No significant changes projected					3400-4006	Administration		
<b>Expenses</b> No significant changes projected								

**Town of Ingersoll  
TOWN CENTRE  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: BUILDING ACTIVITY: TOWN CENTRE	Actual 2018	YTD Actual 2019	Budget		Projection 2021	Change 2019 to 2020		
			2019	2020		(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>								
COUNTY RECOVERY	(84,973)	(95,074)	(95,070)	<b>(98,110)</b>	(98,110)	(3,040)		
	<u>(84,973)</u>	<u>(95,074)</u>	<u>(95,070)</u>	<u><b>(98,110)</b></u>	<u>(98,110)</u>	<u>(3,040)</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	43,274	43,135	46,500	<b>51,540</b>	52,850	5,040	-11%	
OPERATING EXPENSE	1,870	3,535	2,100	<b>3,000</b>	3,000	900		
COMMUNICATIONS	1,557	1,557	1,698	<b>1,698</b>	1,698	--		
UTILITIES - HEAT, HYDRO, WATER	74,215	67,578	91,800	<b>87,000</b>	87,850	(4,800)	5%	
MEETINGS, CONFERENCES, TRAINING	--	--	400	<b>400</b>	--	--		
CONTRACTED SERVICES	13,167	16,170	21,200	<b>21,600</b>	16,200	400		
LAND MAINTENANCE & IMPROVEMENT	661	650	650	<b>650</b>	650	--		
EQUIP REPAIRS & MAINTENANCE	14,485	23,969	21,820	<b>22,050</b>	12,310	230		
BLDG REPAIRS & MAINTENANCE	15,226	14,286	19,000	<b>17,000</b>	20,000	(2,000)		
SNOW REMOVAL AND SANDING	1,090	1,819	1,200	<b>1,400</b>	1,000	200		
MAINTENANCE CONTRACTS	17,717	9,000	9,580	<b>9,580</b>	10,460	--		
	<u>183,262</u>	<u>181,699</u>	<u>215,948</u>	<u><b>215,918</b></u>	<u>206,018</u>	<u>(30)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>98,289</u>	<u>86,625</u>	<u>120,878</u>	<u><b>117,808</b></u>	<u>107,908</u>	<u>(3,070)</u>		
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	60,000	100,000	100,000	<b>50,000</b>	50,000	(50,000)	50%	(1)
	<u>60,000</u>	<u>100,000</u>	<u>100,000</u>	<u><b>50,000</b></u>	<u>50,000</u>	<u>(50,000)</u>		
	<u>158,289</u>	<u>186,625</u>	<u>220,878</u>	<u><b>167,808</b></u>	<u>157,908</u>	<u>(53,070)</u>	-24%	
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>			
<b>Revenue</b> No significant changes projected					2000-4025	Town Hall - Shared Cost		
					2000-4030	Town Hall - Non Shared Cost		
<b>Expenses</b>								
(1) Based on anticipated requirements to fund capital projects scheduled for the next 10 years.								

Town of Ingersoll  
**PUBLIC BUILDINGS - OTHER**  
 2020 Budget - Final  
 February 6, 2020

DEPARTMENT: BUILDING ACTIVITY: PUBLIC BUILDINGS - OTHER	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>								
RENT / LEASES	(14,921)	(9,889)	(13,400)	<b>(11,500)</b>	(11,500)	1,900		
	<u>(14,921)</u>	<u>(9,889)</u>	<u>(13,400)</u>	<u><b>(11,500)</b></u>	<u>(11,500)</u>	<u>1,900</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	8,848	1,078	--	--	--	--		
UTILITIES - HEAT, HYDRO, WATER	8,325	746	1,000	<b>1,000</b>	1,010	--		
BLDG REPAIRS & MAINTENANCE	2,452	457	300	<b>500</b>	500	200		
SNOW REMOVAL AND SANDING	1,923	1,819	1,300	<b>1,400</b>	1,520	100		
	<u>30,165</u>	<u>4,100</u>	<u>2,600</u>	<u><b>2,900</b></u>	<u>3,030</u>	<u>300</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>15,245</u>	<u>(5,789)</u>	<u>(10,800)</u>	<u><b>(8,600)</b></u>	<u>(8,470)</u>	<u>2,200</u>		
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	25,000	--	--	<b>10,000</b>	10,000	10,000		
	<u>25,000</u>	<u>--</u>	<u>--</u>	<u><b>10,000</b></u>	<u>10,000</u>	<u>10,000</u>		
	<u>40,245</u>	<u>(5,789)</u>	<u>(10,800)</u>	<u><b>1,400</b></u>	<u>1,530</u>	<u>12,200</u>		113%
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>			
Revenue No significant changes projected					2000-4020    Other Misc. Public Buildings			
Expenses No significant changes projected								

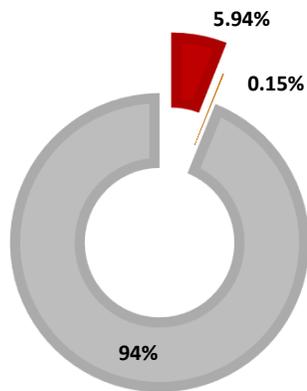
**Town of Ingersoll  
Fire and Parking  
2020 Budget - Final  
February 6, 2020**

**What We Do**

The Ingersoll Fire & Emergency Services is responsible for providing fire protection services to the Town of Ingersoll and areas outside Ingersoll that are covered by fire protection agreements. These services include fire suppression, public education, and fire prevention programs. The Fire Chief is also tasked with the management of downtown parking enforcement, bylaw enforcement, and facilities management of the fire and police buildings.

**Special Operating Projects / Memos/ Enhancements /Challenges**

**FIRE & PARKING PORTION OF  
TOWN'S LEVY**



Parking- 0.15%  
Fire Services - 5.93%

**Special Operating Projects**

- Continue upgrading the fire hall. During 2020 we are planning to upgrade the exterior lighting with new LED lights and complete building condition assessment (including asbestos inspections).

Median residential property valued at \$221,000 will pay \$123/year or \$10.25/month for these two service.

**Town of Ingersoll  
FIRE-TOTAL ACTIVITIES  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: FIRE ACTIVITY: TOTAL ALL ACTIVITIES	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>								
SALE OF GOODS OR SERVICES	(18,876)	(19,712)	(20,050)	<b>(20,050)</b>	(20,050)	--		
USER FEES	(22,471)	(30,417)	(18,300)	<b>(19,300)</b>	(19,600)	(1,000)		
RECOVERIES	(2,623)	--	(2,500)	<b>(2,500)</b>	(2,500)	--		
INTERNAL (REVENUE) EXPENSE	(65,952)	--	(72,752)	<b>(82,984)</b>	(82,984)	(10,232)	-14%	
	<u>(112,422)</u>	<u>(50,129)</u>	<u>(113,602)</u>	<u><b>(124,834)</b></u>	<u>(125,134)</u>	<u>(11,232)</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	741,400	752,846	800,790	<b>810,090</b>	829,355	9,300		
ADMINISTRATIVE EXPENSE	1,759	1,737	1,758	<b>1,758</b>	2,055	--		
OPERATING EXPENSE	48,049	47,088	49,200	<b>49,200</b>	47,970	--		
COMMUNICATIONS	51,373	39,033	48,020	<b>48,020</b>	48,396	--		
UTILITIES - HEAT, HYDRO, WATER	20,199	15,556	25,050	<b>25,050</b>	25,050	--		
PROGRAM EXPENSES	4,093	3,706	4,555	<b>4,555</b>	1,305	--		
MEETINGS, CONFERENCES, TRAINING	8,599	9,301	10,000	<b>12,500</b>	11,200	2,500		
FUEL / TRANSPORTATION COSTS	7,157	6,395	7,000	<b>7,000</b>	7,000	--		
CONTRACTED SERVICES	34,394	34,052	37,800	<b>37,800</b>	37,800	--		
MARKETING & PROMOTION	3,476	3,076	6,535	<b>6,535</b>	6,537	--		
LAND MAINTENANCE & IMPROVEMENT	--	--	50	<b>50</b>	50	--		
EQUIP REPAIRS & MAINTENANCE	22,699	31,288	19,500	<b>22,000</b>	19,520	2,500		
BLDG REPAIRS & MAINTENANCE	4,769	4,982	6,250	<b>17,200</b>	5,000	10,950	175%	
MAINTENANCE CONTRACTS	2,507	3,089	5,580	<b>5,580</b>	5,580	--		
	<u>950,472</u>	<u>952,149</u>	<u>1,022,088</u>	<u><b>1,047,338</b></u>	<u>1,046,818</u>	<u>25,250</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>838,050</u>	<u>902,020</u>	<u>908,486</u>	<u><b>922,504</b></u>	<u>921,684</u>	<u>14,018</u>		
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	199,000	203,000	203,000	<b>205,000</b>	203,000	2,000		
	<u>199,000</u>	<u>203,000</u>	<u>203,000</u>	<u><b>205,000</b></u>	<u>203,000</u>	<u>2,000</u>		
	<u>1,037,050</u>	<u>1,105,020</u>	<u>1,111,486</u>	<u><b>1,127,504</b></u>	<u>1,124,684</u>	<u>16,018</u>	1%	
<b>SUMMARY OF ALL FIRE ACTIVITIES:</b>								
ADMINISTRATION			1,069,798	1,084,258		14,460		
FACILITY			18,188	20,746		2,558		
PARKING			23,500	22,500		(1,000)		
			<u>1,111,486</u>	<u><b>1,127,504</b></u>		<u>16,018</u>		

**Town of Ingersoll**  
**FIRE - ADMINISTRATION**  
**2020 Budget - Final**  
**February 6, 2020**

DEPARTMENT: FIRE ACTIVITY: ADMINISTRATION	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020	
	2018	2019	2019	2020	2021	(fav) unfav	% if > \$2,500 & +/- 5% ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(18,876)	(19,712)	(20,050)	<b>(20,050)</b>	(20,050)	--	
USER FEES	(3,850)	(4,120)	(4,000)	<b>(4,000)</b>	(4,000)	--	
RECOVERIES	(2,623)	--	(2,500)	<b>(2,500)</b>	(2,500)	--	
	<u>(27,849)</u>	<u>(23,832)</u>	<u>(26,550)</u>	<b><u>(26,550)</u></b>	<u>(26,550)</u>	--	
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	688,489	699,302	724,820	<b>732,280</b>	749,435	7,460	
ADMINISTRATIVE EXPENSE	1,759	1,737	1,758	<b>1,758</b>	2,055	--	
OPERATING EXPENSE	44,478	42,607	45,050	<b>45,050</b>	43,750	--	
COMMUNICATIONS	51,373	39,033	48,020	<b>48,020</b>	48,396	--	
UTILITIES - HEAT, HYDRO, WATER	20,199	15,556	25,050	<b>25,050</b>	25,050	--	
PROGRAM EXPENSES	4,093	3,706	4,555	<b>4,555</b>	1,305	--	
MEETINGS, CONFERENCES, TRAINING	8,599	9,301	10,000	<b>12,500</b>	11,200	2,500	
FUEL / TRANSPORTATION COSTS	7,157	6,395	7,000	<b>7,000</b>	7,000	--	
MARKETING & PROMOTION	3,476	3,076	6,535	<b>6,535</b>	6,537	--	
EQUIP REPAIRS & MAINTENANCE	22,354	30,729	19,000	<b>21,500</b>	19,020	2,500	
MAINTENANCE CONTRACTS	1,011	1,296	1,560	<b>1,560</b>	1,560	--	
	<u>852,988</u>	<u>852,739</u>	<u>893,348</u>	<b><u>905,808</u></b>	<u>915,308</u>	<u>12,460</u>	
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>825,138</u>	<u>828,907</u>	<u>866,798</u>	<b><u>879,258</u></b>	<u>888,758</u>	<u>12,460</u>	
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	199,000	203,000	203,000	<b>205,000</b>	203,000	2,000	
	<u>199,000</u>	<u>203,000</u>	<u>203,000</u>	<b><u>205,000</u></b>	<u>203,000</u>	<u>2,000</u>	
	<u>1,024,138</u>	<u>1,031,907</u>	<u>1,069,798</u>	<b><u>1,084,258</u></b>	<u>1,091,758</u>	<u>14,460</u>	1.35%

**EXPLANATION OF CHANGE:**  
**Revenue** No significant changes projected  
  
**Expenses** No significant changes projected

**INCLUDES DEPARTMENTS:**  
3000-4000 Administration

**Town of Ingersoll  
FIRE FACILITY  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: FIRE ACTIVITY: FACILITY	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
INTERNAL (REVENUE) EXPENSE	(65,952)	--	(72,752)	<b>(82,984)</b>	(82,984)	(10,232)		-14% (1)
	(65,952)	--	(72,752)	<b>(82,984)</b>	(82,984)	(10,232)		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	52,911	53,544	75,970	<b>77,810</b>	79,920	1,840		
OPERATING EXPENSE	3,570	4,481	4,150	<b>4,150</b>	4,220	--		
LAND MAINTENANCE & IMPROVEMENT	--	--	50	<b>50</b>	50	--		
EQUIP REPAIRS & MAINTENANCE	344	558	500	<b>500</b>	500	--		
BLDG REPAIRS & MAINTENANCE	4,769	4,982	6,250	<b>17,200</b>	5,000	10,950		175% (2)
MAINTENANCE CONTRACTS	1,496	1,793	4,020	<b>4,020</b>	4,020	--		
	63,090	65,357	90,940	<b>103,730</b>	93,710	12,790		
<b>NET OPERATING (REVENUE) EXPENSE</b>	(2,862)	65,357	18,188	<b>20,746</b>	10,726	2,558		
<b>OTHER</b>								
	--	--	--	--	--	--		
	(2,862)	65,357	18,188	<b>20,746</b>	10,726	2,558		14%
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>			
<b>Revenue</b>					3000-4100 Facility			
(1) Increased recovery from the OPP facility for cleaning, maintenance and capital project supervision								
<b>Expenses</b>								
(2) Directly attributed to proposed building and asbestos inspections								

**Town of Ingersoll  
PARKING ENFORCEMENT  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: FIRE ACTIVITY: PARKING ENFORCEMENT	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
USER FEES	(18,621)	(26,297)	(14,300)	<b>(15,300)</b>	(15,600)	(1,000)		
	(18,621)	(26,297)	(14,300)	<b>(15,300)</b>	(15,600)	(1,000)		
<b>EXPENSE</b>								
CONTRACTED SERVICES	34,394	34,052	37,800	<b>37,800</b>	37,800	--		
	34,394	34,052	37,800	<b>37,800</b>	37,800	0		
<b>NET OPERATING (REVENUE) EXPENSE</b>	15,773	7,755	23,500	<b>22,500</b>	22,200	(1,000)		
<b>OTHER</b>								
	--	--	--	--	--	--		
	15,773	7,755	23,500	<b>22,500</b>	22,200	(1,000)	-4%	

**EXPLANATION OF CHANGE:**

**Revenue** No significant changes projected

**INCLUDES DEPARTMENTS:**

1000-4240 Parking

**Expenses** No significant changes projected

**Town of Ingersoll  
Police  
2020 Budget - Final  
February 6, 2020**

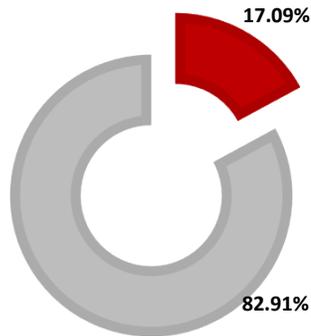
**What We Do**

The Town has entered into a contract with the Ontario Provincial Police (OPP) to provide policing services on a cost recovery basis. Under the contract the Town receives proactive policing services such as routine patrols, RIDE, crime prevention and also services that are reactive in nature based on calls for service specific to the Town.

The Town has a Police Services Board that serves as an advisory body to the OPP as required by the Police Services Act.

**Special Operating Projects / Memos/ Enhancements /Challenges**

**POLICE PORTION OF TOWN'S  
LEVY**



**Enhancements**

- The OPP contract have increased for 2020 by \$201K.
- The 2018/19 fiscal year was the last year the Ministry of Community Safety and Correctional Services offered the CPP and 1,000 Officers grants. In 2019 the Ministry transitioned to a new grant program called "Community Safety and Policing Grant". The Oxford County OPP Detachment applied for the new funding stream on behalf of the County of Oxford Police Services Boards and the funding was approved. The Town's portion of the grant will be \$48,750.

Median residential property valued at \$2221,000 will pay \$346/year or \$28.8/month for this service.

**Town of Ingersoll  
POLICE  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: POLICE ACTIVITY: ADMINISTRATION	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>								
SALE OF GOODS OR SERVICES	(15,249)	(19,486)	(11,800)	<b>(13,300)</b>	(13,300)	(1,500)		
USER FEES	(4,474)	(3,644)	(3,000)	<b>(3,000)</b>	(3,000)	--		
GRANTS / SUBSIDIES / REBATES	(79,396)	(39,874)	(23,694)	<b>(65,590)</b>	(65,590)	(41,896)	177%	(1)
	<u>(99,120)</u>	<u>(63,004)</u>	<u>(38,494)</u>	<u><b>(81,890)</b></u>	<u>(81,890)</u>	<u>(43,396)</u>		
<b>EXPENSE</b>								
OPERATING EXPENSE	194	--	200	<b>200</b>	250	--		
PROGRAM EXPENSES	4,736	12,525	8,840	<b>8,840</b>	8,840	--		
	<u>4,929</u>	<u>12,525</u>	<u>9,040</u>	<u><b>9,040</b></u>	<u>9,090</u>	<u>0</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(94,190)</u>	<u>(50,478)</u>	<u>(29,454)</u>	<u><b>(72,850)</b></u>	<u>(72,800)</u>	<u>(43,396)</u>		
<b>OTHER</b>								
O.P.P. CONTRACT	2,339,704	2,400,704	2,406,319	<b>2,607,746</b>	2,659,900	201,427	8%	(2)
	<u>2,339,704</u>	<u>2,400,704</u>	<u>2,406,319</u>	<u><b>2,607,746</b></u>	<u>2,659,900</u>	<u>201,427</u>		
	<u>2,245,514</u>	<u>2,350,225</u>	<u>2,376,865</u>	<u><b>2,534,896</b></u>	<u>2,587,100</u>	<u>158,031</u>	7%	

**EXPLANATION OF CHANGE:**

**Revenue**

(1) Directly attributed to new Community Safety and Policing Grant

**Other**

(2) Annual increase in OPP Contract

**INCLUDES DEPARTMENTS:**

3220-4000 Police Admin

**Town of Ingersoll  
POLICE FACILITY  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: POLICE ACTIVITY: FACILITY	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>								
RENT / LEASES	(106,138)	(107,723)	(105,000)	<b>(105,000)</b>	(106,575)	--		
INTERNAL (REVENUE) EXPENSE	65,952	--	72,752	<b>82,984</b>	73,430	10,232	14%	(1)
	<u>(40,186)</u>	<u>(107,723)</u>	<u>(32,248)</u>	<u><b>(22,016)</b></u>	<u>(33,145)</u>	<u>10,232</u>		
<b>EXPENSE</b>								
INSURANCE EXPENSE	549	544	650	<b>650</b>	650	--		
UTILITIES - HEAT, HYDRO, WATER	22,552	18,587	27,150	<b>25,250</b>	27,300	(1,900)		
BLDG REPAIRS & MAINTENANCE	5,275	10,905	7,250	<b>17,750</b>	5,000	10,500	145%	(2)
MAINTENANCE CONTRACTS	240	505	500	<b>500</b>	500	--		
	<u>28,616</u>	<u>30,542</u>	<u>35,550</u>	<u><b>44,150</b></u>	<u>33,450</u>	<u>8,600</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>(11,570)</u>	<u>(77,182)</u>	<u>3,302</u>	<u><b>22,134</b></u>	<u>305</u>	<u>18,832</u>		
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	10,000	10,000	10,000	<b>10,000</b>	10,000	--		
	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u><b>10,000</b></u>	<u>10,000</u>	<u>--</u>		
	<u>(1,570)</u>	<u>(67,182)</u>	<u>13,302</u>	<u><b>32,134</b></u>	<u>10,305</u>	<u>18,832</u>	142%	

**EXPLANATION OF CHANGE:**

**Revenue**

(1) Increased recovery from the OPP facility for cleaning, maintenance and capital project supervision

**Expenses**

(2) Directly attributed to proposed building and asbestos inspections

**INCLUDES DEPARTMENTS:**

3200-4100 Facility

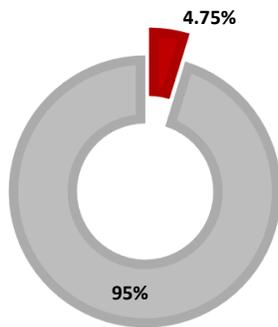
**Town of Ingersoll  
Engineering and Street Lights  
2020 Budget - Final  
February 6, 2020**

**What We Do**

The Engineering Department is responsible for the following areas:  
Engineering Services, Capital Construction, Asset Management, Planning, Traffic and Street Lights, Active Transportation, Surveying, Drainage, Traffic and Speed Studies, Locates, and Waste Management Services

**Special Operating Projects / Memos/ Enhancements /Challenges**

**ENGINEERING PORTION OF TOWN'S  
LEVY**



**Challenges**

- Difficulty obtaining funding for Infrastructure and applying for OCIF application based funding.
- The Town continue updating the Asset Management Plan with lifecycle policies, financial strategies and levels of service.

**Special Projects**

- Asset Management Plan updates, policies and financing strategy to ensure compliance with the proposed regulation.

Median residential property valued at \$221,000 will pay \$96/year or \$8/month for this service.

**Town of Ingersoll  
ENGINEERING  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: ENGINEERING ACTIVITY: ADMINISTRATION	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
PERMITS/LICENSES	(1,050)	(750)	(200)	(200)	(200)	--		
USER FEES	(4,717)	(2,684)	(1,500)	(1,500)	(1,500)	--		
RECOVERIES	(96,739)	(100,404)	(67,200)	(74,200)	(80,200)	(7,000)	10%	
	<u>(102,506)</u>	<u>(103,838)</u>	<u>(68,900)</u>	<u>(75,900)</u>	<u>(81,900)</u>	<u>(7,000)</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	364,771	400,087	380,670	411,850	418,320	31,180	8%	(1)
ADMINISTRATIVE EXPENSE	10,205	10,818	8,850	10,550	10,550	1,700		
OPERATING EXPENSE	3,073	2,854	6,820	6,620	3,270	(200)		
COMMUNICATIONS	9,285	5,690	11,000	11,000	11,000	--		
PROGRAM EXPENSES	1,685	2,687	3,355	3,580	3,580	225		
MEETINGS, CONFERENCES, TRAINING	9,760	6,824	19,520	20,550	17,850	1,030		
FUEL / TRANSPORTATION COSTS	3,033	2,142	3,100	3,100	3,100	--		
PROFESSIONAL FEES	65,477	12,197	39,500	19,500	34,700	(20,000)	-51%	(2)
CONTRACTED SERVICES	1,078	1,456	2,500	2,500	3,740	--		
MARKETING & PROMOTION	455	789	500	500	1,000	--		
EQUIP REPAIRS & MAINTENANCE	(4,863)	(5,010)	(3,000)	(3,500)	(3,800)	(500)		
EQUIPMENT USAGE	561	345	200	200	200	--		
	<u>464,519</u>	<u>440,879</u>	<u>473,015</u>	<u>486,450</u>	<u>503,510</u>	<u>13,435</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>362,013</u>	<u>337,041</u>	<u>404,115</u>	<u>410,550</u>	<u>421,610</u>	<u>6,435</u>		
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	1,505,706	1,750,000	1,757,000	1,757,000	1,857,000	--		
	<u>1,505,706</u>	<u>1,750,000</u>	<u>1,757,000</u>	<u>1,757,000</u>	<u>1,857,000</u>	<u>--</u>		
	<u>1,867,719</u>	<u>2,087,041</u>	<u>2,161,115</u>	<u>2,167,550</u>	<u>2,278,610</u>	<u>6,435</u>	0.3%	

**EXPLANATION OF CHANGE:**

**Revenue** No significant changes projected

**INCLUDES DEPARTMENTS:**

4000-4000 Administration  
4000-5020 Locates

**Expenses**

(1) Based on wage and step increases

(2) 2019 was higher due to consulting services retained to complete the municipal drain study

Town of Ingersoll  
**STREET LIGHTING & TRAFFIC SIGNALS**  
 2020 Budget - Final  
 February 6, 2020

DEPARTMENT: ENGINEERING	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020			
ACTIVITY: STREET LIGHTING & TRAFFIC SIGNALS	2018	2019	2019	2020	2021	(fav)	% if > \$2,500		
						unfav	& +/- 5%	ref	
<b>REVENUE</b>	--	--	--	--	--	--			
<b>EXPENSE</b>									
UTILITIES - HEAT, HYDRO, WATER	255,788	188,342	280,000	<b>280,000</b>	288,300	--			
EQUIP REPAIRS & MAINTENANCE	34,073	42,681	25,200	<b>28,200</b>	28,700	3,000		12%	
	<u>289,860</u>	<u>231,023</u>	<u>305,200</u>	<b><u>308,200</u></b>	<u>317,000</u>	<u>3,000</u>			
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>289,860</u>	<u>231,023</u>	<u>305,200</u>	<b><u>308,200</u></b>	<u>317,000</u>	<u>3,000</u>			
<b>OTHER</b>	--	--	--	--	--	--			
	<u>289,860</u>	<u>231,023</u>	<u>305,200</u>	<b><u>308,200</u></b>	<u>317,000</u>	<u>3,000</u>		1%	
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>				
Revenue No significant changes projected					4000-4400 Street Lights				
Expenses No significant changes projected					4000-4410 Traffic Signals				

**Town of Ingersoll  
Public Works  
2020 Budget - Final  
February 6, 2020**

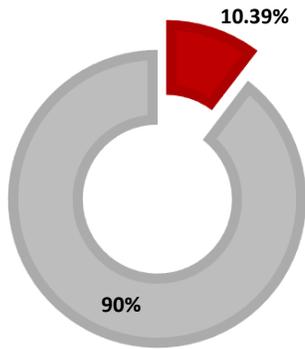
**What We Do**

The Public Works Department is responsible for:

Maintenance of Bridges and Culverts, Roadsides, Sidewalks, Trees, Catch basins/Storm Sewers and Road Top Street Sweeping, Winter Control, Signs, Guiderail, Railway Crossings, Detours, Brush/Yard Waste/Leaf Pick up and Litter Pick up.

**Special Operating Projects / Memos/ Enhancements /Challenges**

**PUBLIC WORKS PORTION OF TOWN'S  
LEVY**



**Special Projects**

- Continue underground storm sewer inspections.
- Upgrading the PW Fleet
- Building Condition Assessment of all PW structures

Median residential property valued at \$221,000 will pay \$209/year or \$17.4/month for this service.

**Town of Ingersoll**  
**PUBLIC WORKS-TOTAL ALL ACTIVITIES**  
**2020 Budget - Final**  
**February 6, 2020**

DEPARTMENT: PUBLIC WORKS ACTIVITY: TOTAL ALL ACTIVITIES	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
SALE OF GOODS OR SERVICES	(10,129)	(9,292)	(8,680)	<b>(8,680)</b>	(8,650)	--		
PERMITS/LICENSES	(13,550)	(17,550)	(10,000)	<b>(10,000)</b>	(10,000)	--		
USER FEES	(62)	--	(300)	<b>(300)</b>	(300)	--		
RECOVERIES	(20,236)	(22,078)	(21,000)	<b>(21,000)</b>	(21,000)	--		
COUNTY RECOVERY	(201,720)	(120,061)	(208,678)	<b>(208,678)</b>	(208,938)	--		
	<u>(245,698)</u>	<u>(168,980)</u>	<u>(248,658)</u>	<u><b>(248,658)</b></u>	<u>(248,888)</u>	--		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	1,066,331	1,093,307	1,098,021	<b>1,091,635</b>	1,116,090	(6,386)		
ADMINISTRATIVE EXPENSE	1,998	1,855	1,375	<b>1,375</b>	1,485	--		
OPERATING EXPENSE	21,265	12,891	20,700	<b>16,900</b>	22,500	(3,800)	18%	
COMMUNICATIONS	7,433	7,623	9,249	<b>9,408</b>	9,438	159		
UTILITIES - HEAT, HYDRO, WATER	18,192	15,021	21,450	<b>20,500</b>	20,700	(950)		
PROGRAM EXPENSES	527	1,125	1,628	<b>1,628</b>	1,628	--		
MEETINGS, CONFERENCES, TRAINING	12,216	8,450	8,125	<b>11,200</b>	10,500	3,075	38%	
FUEL / TRANSPORTATION COSTS	63,911	61,480	65,075	<b>65,075</b>	66,375	--		
CONTRACTED SERVICES	29,783	38,099	30,000	<b>40,000</b>	40,000	10,000		
MARKETING & PROMOTION	387	2,154	800	<b>800</b>	800	--		
EQUIP REPAIRS & MAINTENANCE	158	1	597	<b>250</b>	250	(347)		
BLDG REPAIRS & MAINTENANCE	12,704	14,046	9,000	<b>16,000</b>	9,000	7,000	78%	
SNOW REMOVAL AND SANDING	24,387	21,008	19,000	<b>20,000</b>	20,000	1,000		
MAINTENANCE CONTRACTS	10,207	6,818	11,410	<b>11,410</b>	11,410	--		
MATERIALS	399,250	380,265	422,160	<b>426,040</b>	424,260	3,880		
EQUIPMENT USAGE	47,128	44,968	90,000	<b>90,000</b>	98,455	--		
	<u>1,715,876</u>	<u>1,709,111</u>	<u>1,808,590</u>	<u><b>1,822,221</b></u>	<u>1,852,891</u>	<u>13,631</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>1,470,178</u>	<u>1,540,131</u>	<u>1,559,932</u>	<u><b>1,573,563</b></u>	<u>1,604,003</u>	<u>13,631</u>		
<b>OTHER</b>								
TRANSFER FROM RESERVES & RES FUNDS	--	--	(2,601)	<b>(2,601)</b>	(2,700)	--		
TRANSFER TO RESERVES & RES FUNDS	202,457	219,280	224,280	<b>223,560</b>	210,175	(720)		
	<u>202,457</u>	<u>219,280</u>	<u>221,679</u>	<u><b>220,959</b></u>	<u>207,475</u>	<u>(720)</u>		
	<u>1,672,635</u>	<u>1,759,411</u>	<u>1,781,611</u>	<u><b>1,794,522</b></u>	<u>1,811,478</u>	<u>12,911</u>	0.7%	
<b>SUMMARY OF ALL PUBLIC WORKS ACTIVITIES:</b>								
ADMINISTRATION & EQUIPMENT			361,129	<b>372,500</b>		11,371		
BRIDGES & CULVERTS			11,640	<b>11,660</b>		20		
ROADSIDE MAINTENANCE			265,720	<b>261,880</b>		(3,840)		
SURFACE MAINTENANCE			287,220	<b>283,860</b>		(3,360)		
ROADS, SIDEWALKS & PARKING LOTS			263,280	<b>257,070</b>		(6,210)		
WINTER CONTROL			479,640	<b>501,480</b>		21,840		
ENVIRONMENTAL SERVICES			112,982	<b>106,072</b>		(6,910)		
			<u>1,781,611</u>	<u><b>1,794,522</b></u>		<u>12,911</u>		

**Town of Ingersoll**  
**PUBLIC WORKS-ADMINISTRATION & EQUIPMENT**  
**2020 Budget - Final**  
**February 6, 2020**

DEPARTMENT: PUBLIC WORKS						Change 2019 to 2020			
ACTIVITY:	ADMINISTRATION & EQUIPMENT	Actual	YTD Actual	Budget		Projection	(fav)	% if > \$2,500	
		2018	2019	2019	2020	2021	unfav	& +/- 5% ref	
<b>REVENUE</b>									
SALE OF GOODS OR SERVICES		(2,057)	(1,239)	(1,500)	<b>(1,500)</b>	(1,500)	--		
PERMITS/LICENSES		(13,550)	(17,550)	(10,000)	<b>(10,000)</b>	(10,000)	--		
USER FEES		(62)	--	(300)	<b>(300)</b>	(300)	--		
RECOVERIES		(20,236)	(22,078)	(21,000)	<b>(21,000)</b>	(21,000)	--		
COUNTY RECOVERY		(173,771)	(95,423)	(180,000)	<b>(180,000)</b>	(180,000)	--		
		<u>(209,677)</u>	<u>(136,290)</u>	<u>(212,800)</u>	<u><b>(212,800)</b></u>	<u>(212,800)</u>	<u>--</u>		
<b>EXPENSE</b>									
SALARIES, WAGES & BENEFITS		482,821	525,379	470,420	<b>476,154</b>	484,900	5,734		
ADMINISTRATIVE EXPENSE		1,998	1,855	1,375	<b>1,375</b>	1,485	--		
OPERATING EXPENSE		14,445	11,466	18,200	<b>14,400</b>	20,000	(3,800)	21% (1)	
COMMUNICATIONS		7,433	7,623	9,249	<b>9,408</b>	9,438	159		
UTILITIES - HEAT, HYDRO, WATER		17,499	13,847	20,700	<b>19,700</b>	19,700	(1,000)		
PROGRAM EXPENSES		527	1,125	1,628	<b>1,628</b>	1,628	--		
MEETINGS, CONFERENCES, TRAINING		12,216	8,450	8,125	<b>11,200</b>	10,500	3,075	38% (2)	
FUEL / TRANSPORTATION COSTS		63,911	61,480	65,075	<b>65,075</b>	66,375	--		
MARKETING & PROMOTION		387	214	300	<b>300</b>	300	--		
EQUIP REPAIRS & MAINTENANCE		158	1	597	<b>250</b>	250	(347)		
BLDG REPAIRS & MAINTENANCE		12,704	14,046	9,000	<b>16,000</b>	9,000	7,000	78%	
MAINTENANCE CONTRACTS		10,207	6,818	11,410	<b>11,410</b>	11,410	--		
EQUIPMENT USAGE		(234,929)	(293,796)	(266,430)	<b>(265,160)</b>	(253,075)	1,270		
		<u>389,376</u>	<u>358,507</u>	<u>349,649</u>	<u><b>361,740</b></u>	<u>381,911</u>	<u>12,091</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>179,700</u>	<u>222,216</u>	<u>136,849</u>	<u><b>148,940</b></u>	<u>169,111</u>	<u>12,091</u>		
<b>OTHER</b>									
TRANSFER TO RESERVES & RES FUNDS		188,202	219,280	224,280	<b>223,560</b>	210,175	(720)		
		<u>188,202</u>	<u>219,280</u>	<u>224,280</u>	<u><b>223,560</b></u>	<u>210,175</u>	<u>(720)</u>		
		<u>367,901</u>	<u>441,496</u>	<u>361,129</u>	<u><b>372,500</b></u>	<u>379,286</u>	<u>11,371</u>	3%	

**EXPLANATION OF CHANGE:**

**Revenue** No significant changes projected at this time

**Expenses**

(1) To bring in line with actuals (directly attributed to small tool purchases)

(2) Additional training on leadership, defensive driving, machine operators

**INCLUDES DEPARTMENTS:**

- 4500-4000 Administration
- 4500-4100 Facility
- 4500-4190 Supervisory
- 4500-4230 Equipment Usage

Town of Ingersoll  
BRIDGES & CULVERTS  
2020 Budget - Final  
February 6, 2020

DEPARTMENT: PUBLIC WORKS ACTIVITY: BRIDGES & CULVERTS	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
	--	--	--	--	--	--		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	5,693	5,347	9,890	<b>9,660</b>	9,900	(230)		
MATERIALS	721	67	1,000	<b>1,000</b>	3,000	--		
EQUIPMENT USAGE	838	1,985	750	<b>1,000</b>	1,650	250		
	<u>7,252</u>	<u>7,400</u>	<u>11,640</u>	<u><b>11,660</b></u>	<u>14,550</u>	<u>20</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>7,252</u>	<u>7,400</u>	<u>11,640</u>	<u><b>11,660</b></u>	<u>14,550</u>	<u>20</u>		
<b>OTHER</b>								
	--	--	--	--	--	--		
	<u>7,252</u>	<u>7,400</u>	<u>11,640</u>	<u><b>11,660</b></u>	<u>14,550</u>	<u>20</u>		0%

**EXPLANATION OF CHANGE:**

**Revenue** No significant changes projected

**Expenses** No significant changes projected

**INCLUDES DEPARTMENTS:**

4500-4110 Bridges and Culverts

Town of Ingersoll  
**ROADSIDE MAINTENANCE**  
 2020 Budget - Final  
 February 6, 2020

DEPARTMENT: PUBLIC WORKS ACTIVITY: ROADSIDE MAINTENANCE	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
	--	--	--	--	--	--		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	103,045	109,699	116,520	<b>113,880</b>	116,800	(2,640)		
MATERIALS	76,629	67,023	72,700	<b>77,500</b>	77,700	4,800	7%	(1)
EQUIPMENT USAGE	61,195	50,961	76,500	<b>70,500</b>	70,500	(6,000)	8%	(2)
	<u>240,869</u>	<u>227,682</u>	<u>265,720</u>	<u><b>261,880</b></u>	<u>265,000</u>	<u>(3,840)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	240,869	227,682	265,720	<b>261,880</b>	265,000	(3,840)		
<b>OTHER</b>								
	--	--	--	--	--	--		
	<u>240,869</u>	<u>227,682</u>	<u>265,720</u>	<u><b>261,880</b></u>	<u>265,000</u>	<u>(3,840)</u>		-1%

**EXPLANATION OF CHANGE:**

**Revenue** No significant changes projected

**Expenses**

- (1) Directly attributed to materials estimates provided by the PW staff
- (2) Directly attributed to equipment usage estimates

**INCLUDES DEPARTMENTS:**

- 4500-4120 Mowing, Weed and Spray
- 4500-4121 Tree Trimming
- 4500-4122 Ditching
- 4500-4123 Catch Basins

Town of Ingersoll  
**SURFACE MAINTENANCE**  
 2020 Budget - Final  
 February 6, 2020

DEPARTMENT: PUBLIC WORKS ACTIVITY: SURFACE MAINTENANCE	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>	--	--	--	--	--	--		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	115,021	114,152	121,270	<b>118,510</b>	121,700	(2,760)		
MATERIALS	80,586	87,456	102,200	<b>102,200</b>	101,700	--		
EQUIPMENT USAGE	42,155	60,691	63,750	<b>63,150</b>	63,950	(600)		
	<u>237,762</u>	<u>262,299</u>	<u>287,220</u>	<b><u>283,860</u></b>	<u>287,350</u>	<u>(3,360)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	237,762	262,299	287,220	<b>283,860</b>	287,350	(3,360)		
<b>OTHER</b>	--	--	--	--	--	--		
	<u>237,762</u>	<u>262,299</u>	<u>287,220</u>	<b><u>283,860</u></b>	<u>287,350</u>	<u>(3,360)</u>		-1%
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>			
<b>Revenue</b> No significant changes projected					4500-4130	Patching & Spray		
					4500-4131	Sweep, Flush, Clean		
					4500-4132	Shoulder		
					4500-4141	Dust Control		
<b>Expenses</b> No significant changes projected								

**Town of Ingersoll  
ROADS, SIDEWALKS & PARKING LOTS  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: PUBLIC WORKS ACTIVITY: ROADS, SIDEWALKS & PARKING LOTS	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020			
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref	
						unfav	& +/- 5%		
<b>REVENUE</b>									
	--	--	--	--	--	--			
<b>EXPENSE</b>									
SALARIES, WAGES & BENEFITS	112,055	100,517	106,900	<b>104,480</b>	107,200	(2,420)			
UTILITIES - HEAT, HYDRO, WATER	693	1,174	750	<b>800</b>	1,000	50			
SNOW REMOVAL AND SANDING	24,387	21,008	19,000	<b>20,000</b>	20,000	1,000			
MATERIALS	93,774	81,813	113,260	<b>108,340</b>	108,260	(4,920)			
EQUIPMENT USAGE	21,163	22,198	23,370	<b>23,450</b>	23,370	80			
	<u>252,073</u>	<u>226,711</u>	<u>263,280</u>	<u><b>257,070</b></u>	<u>259,830</u>	<u>(6,210)</u>			
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>252,073</u>	<u>226,711</u>	<u>263,280</u>	<u><b>257,070</b></u>	<u>259,830</u>	<u>(6,210)</u>			
<b>OTHER</b>									
	--	--	--	--	--	--			
	<u>252,073</u>	<u>226,711</u>	<u>263,280</u>	<u><b>257,070</b></u>	<u>259,830</u>	<u>(6,210)</u>		2%	
<b>EXPLANATION OF CHANGE:</b>						<b>INCLUDES DEPARTMENTS:</b>			
<b>Revenue</b> No significant changes projected						4500-4160	Signs & Guide Rails		
						4500-4161	Crossing Signals		
						4500-4200	Parking Lots		
						4500-4205	Detours		
						4500-4220	Sidewalk Repairs		
<b>Expenses</b> No significant changes projected									

Town of Ingersoll  
WINTER CONTROL  
2020 Budget - Final  
February 6, 2020

DEPARTMENT: PUBLIC WORKS ACTIVITY: WINTER CONTROL	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>	--	--	--	--	--	--		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	144,779	133,445	175,180	<b>177,820</b>	182,090	2,640		
CONTRACTED SERVICES	29,783	38,099	30,000	<b>40,000</b>	40,000	10,000	33%	(1)
MATERIALS	142,959	140,830	127,900	<b>132,100</b>	127,900	4,200		
EQUIPMENT USAGE	107,994	152,889	146,560	<b>151,560</b>	146,560	5,000		
	<u>425,514</u>	<u>465,263</u>	<u>479,640</u>	<u><b>501,480</b></u>	<u>496,550</u>	<u>21,840</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>425,514</u>	<u>465,263</u>	<u>479,640</u>	<u><b>501,480</b></u>	<u>496,550</u>	<u>21,840</u>		
<b>OTHER</b>								
	<u>14,255</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		
	<u>439,769</u>	<u>465,263</u>	<u>479,640</u>	<u><b>501,480</b></u>	<u>496,550</u>	<u>21,840</u>	5%	
<b>EXPLANATION OF CHANGE:</b>					<b>INCLUDES DEPARTMENTS:</b>			
<b>Revenue</b> No significant changes projected					4500-4150	Plowing, Sand and Salting		
					4500-4151	Snow Removal		
					4500-4152	Snow Fence		
					4500-4153	Winter Standby		
					4500-4221	Sidewalk Winter Control		
<b>Expenses</b>								
(1) Directly attribute to the rising costs of sidewalk plowing contracts								

Town of Ingersoll  
**ENVIRONMENTAL SERVICES**  
 2020 Budget - Final  
 February 6, 2020

DEPARTMENT:	PUBLIC WORKS	Actual		YTD Actual		Budget		Projection	Change 2019 to 2020			
		ACTIVITY:	ENVIRONMENTAL SERVICES	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	unfav	& +/- 5%
<b>REVENUE</b>												
	SALE OF GOODS OR SERVICES		(8,072)	(8,053)	(7,180)	<b>(7,180)</b>	(7,150)		--			
	COUNTY RECOVERY		(27,949)	(24,637)	(28,678)	<b>(28,678)</b>	(28,938)		--			
			<u>(36,021)</u>	<u>(32,690)</u>	<u>(35,858)</u>	<b><u>(35,858)</u></b>	<u>(36,088)</u>		--			
<b>EXPENSE</b>												
	SALARIES, WAGES & BENEFITS		102,917	104,769	97,841	<b>91,131</b>	93,500		(6,710)	-7%	(1)	
	OPERATING EXPENSE		6,820	1,425	2,500	<b>2,500</b>	2,500		--			
	MARKETING & PROMOTION		--	1,940	500	<b>500</b>	500		--			
	MATERIALS		4,581	3,075	5,100	<b>4,900</b>	5,700		(200)			
	EQUIPMENT USAGE		48,712	50,040	45,500	<b>45,500</b>	45,500		--			
			<u>163,030</u>	<u>161,249</u>	<u>151,441</u>	<b><u>144,531</u></b>	<u>147,700</u>		(6,910)			
	<b>NET OPERATING (REVENUE) EXPENSE</b>		<u>127,008</u>	<u>128,559</u>	<u>115,583</u>	<b><u>108,673</u></b>	<u>111,612</u>		(6,910)			
<b>OTHER</b>												
	TRANSFER FROM RESERVES & RES FUNDS		--	--	(2,601)	<b>(2,601)</b>	(2,700)		--			
			--	--	(2,601)	<b>(2,601)</b>	(2,700)		--			
			<u>127,008</u>	<u>128,559</u>	<u>112,982</u>	<b><u>106,072</u></b>	<u>108,912</u>		(6,910)	-6%		
<b>EXPLANATION OF CHANGE:</b>						<b>INCLUDES DEPARTMENTS:</b>						
Revenue No significant changes projected						4500-4203 Promo Trees						
						4500-5000 Garbage & Recycling Admin						
						4500-5010 Waste Depot						
						4500-5012 Debris & Litter Pickup						
						4500-5013 Leaf Collection						
Expenses												
(1) Directly attributed to materials estimates provided by the PW staff												

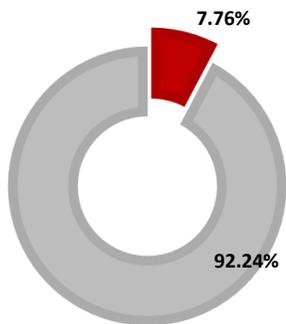
**Town of Ingersoll  
Parks, Arena & Seniors Centre  
2020 Budget - Final  
February 6, 2020**

**What We Do**

The Park and Arena is responsible for maintaining over 130 acres of parkland, trails, sports fields (baseball & soccer), tennis/basketball courts, playground structures, outdoor washrooms, flower beds, floral hanging baskets etc. Maintaining and operating a single pad arena/auditorium for youth and adult user groups & public skating for all ages.

**Special Operating Projects / Memos/ Enhancements /Challenges**

**PARKS, ARENA & SENIORS  
CENTRE PORTION OF TOWN'S  
LEVY**



**Challenges**

- Aging Parks Shop, Arena and Senior Centre facilities. The Parks Shop, Arena and Suzuki Centre deficiencies are being addressed in 2019, 2020 and 2021 .

- The Fernie, BC refrigeration plant tragedy have prompt the government to impose tighter standards for arena refrigeration plants, more inspections and proper training. These standards continue to impact Towns' budget.

**Enhancements**

- The Fitness department payroll budget is being impacted by an increase of the part time fitness staff hours to provide better service.

**Special Projects**

- Enhance training of aquatics staff to ensure they are properly trained, comfortable and safe to work.

- Continue the Multi Use Rec Facility project and fundraising campaign.

Median residential property valued at \$221,000 will pay \$157/year or \$13.1/month for this service.

**Town of Ingersoll**  
**PARKS AND ARENA TOTAL ACTIVITIES**  
**2020 Budget - Final**  
**February 6, 2020**

DEPARTMENT: PARKS AND ARENA ACTIVITY: TOTAL ALL ACTIVITIES	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020	
	2018	2019	2019	2020	2021	(fav) unfav	% if > \$2,500 & +/- 5% ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(20,443)	(6,883)	(8,200)	<b>(7,700)</b>	(10,200)	500	
ICE RENTAL	(232,637)	(174,555)	(244,965)	<b>(244,965)</b>	(244,965)	--	
RENT / LEASES	(16,397)	(23,751)	(15,940)	<b>(16,508)</b>	(16,720)	(568)	
USER FEES	(63,451)	(63,457)	(61,630)	<b>(61,170)</b>	(61,630)	460	
MEMBERSHIPS	--	--	--	<b>(31,517)</b>	(31,517)	(31,517)	
RECOVERIES	(8,200)	(8,200)	(8,200)	<b>(8,200)</b>	(8,200)	--	
DONATIONS / FUNDRAISING	(17,107)	(6,554)	--	--	--	--	
	<u>(358,236)</u>	<u>(283,400)</u>	<u>(338,935)</u>	<u><b>(370,060)</b></u>	<u>(373,232)</u>	<u>(31,125)</u>	
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	774,945	849,349	838,910	<b>863,975</b>	882,800	25,065	
ADMINISTRATIVE EXPENSE	566	771	625	<b>625</b>	775	--	
OPERATING EXPENSE	16,570	18,097	18,677	<b>19,850</b>	23,434	1,173	
COMMUNICATIONS	6,794	6,372	6,865	<b>6,250</b>	6,250	(615)	
INSURANCE EXPENSE	1,185	10	--	--	--	--	
UTILITIES - HEAT, HYDRO, WATER	234,253	187,947	251,800	<b>248,800</b>	254,960	(3,000)	
SUPPLIES	20,568	8,627	8,900	<b>8,900</b>	9,400	--	
PROGRAM EXPENSES	17,231	15,367	17,800	<b>17,800</b>	17,800	--	
MEETINGS, CONFERENCES, TRAINING	4,637	6,221	10,450	<b>10,950</b>	6,450	500	
FUEL / TRANSPORTATION COSTS	18,677	19,312	20,150	<b>21,150</b>	21,900	1,000	
PROFESSIONAL FEES	--	5,789	1,000	<b>1,000</b>	1,000	--	
CONTRACTED SERVICES	13,125	10,560	13,500	<b>13,500</b>	13,500	--	
MARKETING & PROMOTION	6,783	2,640	10,000	<b>10,000</b>	10,500	--	
GRANTS TO VOLUNTEER ORGANIZATIONS	36,000	46,400	36,000	<b>57,000</b>	57,000	21,000	58%
LAND MAINTENANCE & IMPROVEMENT	54,227	43,101	57,500	<b>58,300</b>	58,300	800	
EQUIP REPAIRS & MAINTENANCE	97,229	93,413	97,015	<b>111,051</b>	111,051	14,036	14%
BLDG REPAIRS & MAINTENANCE	34,686	42,920	43,700	<b>46,500</b>	44,600	2,800	6%
SNOW REMOVAL AND SANDING	13,700	7,695	12,500	<b>12,500</b>	12,500	--	
MAINTENANCE CONTRACTS	25,855	28,147	26,777	<b>36,730</b>	36,730	9,953	37%
	<u>1,377,031</u>	<u>1,392,735</u>	<u>1,472,169</u>	<u><b>1,544,881</b></u>	<u>1,568,950</u>	<u>72,712</u>	
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>1,018,795</u>	<u>1,109,335</u>	<u>1,133,234</u>	<u><b>1,174,821</b></u>	<u>1,195,718</u>	<u>41,587</u>	
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	438,210	434,210	434,210	<b>609,210</b>	609,210	175,000	40%
	<u>438,180</u>	<u>434,180</u>	<u>434,210</u>	<u><b>609,210</b></u>	<u>609,210</u>	<u>175,000</u>	
	<u>1,456,975</u>	<u>1,543,515</u>	<u>1,567,444</u>	<u><b>1,784,031</b></u>	<u>1,804,928</u>	<u>216,587</u>	14%
<b>SUMMARY OF ALL PARKS ACTIVITIES:</b>							
ADMINISTRATION			160,820	<b>165,610</b>		4,790	
ARENA			431,326	<b>409,123</b>		(22,203)	
PARKS			735,002	<b>901,266</b>		166,264	
PARKS PROGRAMS			76,050	<b>75,140</b>		(910)	
CAMI PARKS / SUZUKI HOUSE			164,246	<b>232,892</b>		68,646	
			<u>1,567,444</u>	<u><b>1,784,031</b></u>		<u>216,587</u>	

Town of Ingersoll  
**PARKS - ADMINISTRATION**  
**2020 Budget - Final**  
**February 6, 2020**

DEPARTMENT: PARKS AND ARENA ACTIVITY: ADMINISTRATION	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020	
	2018	2019	2019	2020	2021	(fav) unfav	% if > \$2,500 & +/- 5% ref
<b>REVENUE</b>							
DONATIONS / FUNDRAISING	(4,747)	(4,314)	--	--	--	--	
	(4,747)	(4,314)	--	--	--	--	
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	126,480	124,737	126,620	<b>130,885</b>	133,000	4,265	
ADMINISTRATIVE EXPENSE	148	108	75	<b>75</b>	75	--	
OPERATING EXPENSE	--	--	100	<b>100</b>	100	--	
COMMUNICATIONS	372	1,342	2,475	<b>3,000</b>	3,000	525	
INSURANCE EXPENSE	1,185	10	--	--	--	--	
PROGRAM EXPENSES	11,896	9,513	12,200	<b>12,200</b>	12,200	--	
MEETINGS, CONFERENCES, TRAINING	2,088	377	2,000	<b>2,000</b>	2,000	--	
FUEL / TRANSPORTATION COSTS	57	--	1,250	<b>1,250</b>	1,500	--	
PROFESSIONAL FEES	--	5,789	1,000	<b>1,000</b>	1,000	--	
MARKETING & PROMOTION	4,036	528	5,000	<b>5,000</b>	5,000	--	
EQUIP REPAIRS & MAINTENANCE	--	--	100	<b>100</b>	100	--	
	<u>146,262</u>	<u>142,403</u>	<u>150,820</u>	<u><b>155,610</b></u>	<u>157,975</u>	<u>4,790</u>	
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>141,514</u>	<u>138,089</u>	<u>150,820</u>	<u><b>155,610</b></u>	<u>157,975</u>	<u>4,790</u>	
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	10,000	10,000	10,000	<b>10,000</b>	10,000	--	
	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u><b>10,000</b></u>	<u>10,000</u>	<u>--</u>	
	<u>151,514</u>	<u>148,089</u>	<u>160,820</u>	<u><b>165,610</b></u>	<u>167,975</u>	<u>4,790</u>	

**EXPLANATION OF CHANGE:**

**Revenue** No significant changes projected

**Expenses** No significant changes projected

**INCLUDES DEPARTMENTS:**

5000-4000 Administration

**Town of Ingersoll  
ARENA  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: PARKS AND ARENA ACTIVITY: ARENA	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
SALE OF GOODS OR SERVICES	(7,960)	(6,883)	(6,700)	<b>(6,700)</b>	(9,200)	--		
ICE RENTAL	(232,637)	(174,555)	(244,965)	<b>(244,965)</b>	(244,965)	--		
RENT / LEASES	(7,193)	(13,351)	(5,900)	<b>(5,900)</b>	(5,900)	--		
USER FEES	(9,032)	(12,386)	(8,070)	<b>(8,070)</b>	(8,070)	--		
MEMBERSHIPS	--	--	--	<b>(31,517)</b>	(31,517)	(31,517)		(1)
	<u>(256,822)</u>	<u>(207,175)</u>	<u>(265,635)</u>	<u><b>(297,152)</b></u>	<u>(299,652)</u>	<u>(31,517)</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	224,306	232,367	211,790	<b>214,730</b>	219,900	2,940		
ADMINISTRATIVE EXPENSE	371	583	350	<b>350</b>	500	--		
OPERATING EXPENSE	5,884	4,721	7,131	<b>7,304</b>	7,404	173		
COMMUNICATIONS	4,007	3,355	3,140	<b>2,000</b>	2,000	(1,140)		
UTILITIES - HEAT, HYDRO, WATER	110,899	88,544	109,000	<b>111,000</b>	113,910	2,000		
SUPPLIES	(72)	327	400	<b>400</b>	400	--		
MEETINGS, CONFERENCES, TRAINING	1,184	5,244	6,950	<b>6,950</b>	2,450	--		
FUEL / TRANSPORTATION COSTS	2,800	1,940	2,900	<b>2,900</b>	3,400	--		
EQUIP REPAIRS & MAINTENANCE	32,183	39,916	31,595	<b>42,531</b>	42,531	10,936	35%	(2)
BLDG REPAIRS & MAINTENANCE	19,322	21,222	23,000	<b>22,500</b>	22,500	(500)		
SNOW REMOVAL AND SANDING	6,405	3,321	5,900	<b>5,900</b>	5,900	--		
MAINTENANCE CONTRACTS	15,920	13,272	15,595	<b>20,500</b>	20,500	4,905	31%	(3)
	<u>423,254</u>	<u>414,813</u>	<u>417,751</u>	<u><b>437,065</b></u>	<u>441,395</u>	<u>19,314</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>166,432</u>	<u>207,638</u>	<u>152,116</u>	<u><b>139,913</b></u>	<u>141,743</u>	<u>(12,203)</u>		
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	279,210	279,210	279,210	<b>269,210</b>	269,210	(10,000)		
	<u>279,210</u>	<u>279,210</u>	<u>279,210</u>	<u><b>269,210</b></u>	<u>269,210</u>	<u>(10,000)</u>		
	<u>445,642</u>	<u>486,848</u>	<u>431,326</u>	<u><b>409,123</b></u>	<u>410,953</u>	<u>(22,203)</u>		-5%

**EXPLANATION OF CHANGE:**

**Revenue**

(1) Allocation of membership revenue to the Arena at 20% of the total membership revenue. The breakdown has been provided by Community Services staff

**Expenses**

(2) Directly attributed to refrigeration plant maintenance and inspections

(3) Directly attributed to preventative maintenance contract for HVAC and other equipment

**INCLUDES DEPARTMENTS:**

5000-6020 Arena

**Town of Ingersoll  
PARKS  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: PARKS AND ARENA ACTIVITY: PARKS	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>								
USER FEES	(29,319)	(28,926)	(27,000)	<b>(27,000)</b>	(27,000)	--		
RECOVERIES	(8,200)	(8,200)	(8,200)	<b>(8,200)</b>	(8,200)	--		
	<u>(48,660)</u>	<u>(37,126)</u>	<u>(35,200)</u>	<u><b>(35,200)</b></u>	<u>(35,200)</u>	<u>--</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	369,415	446,091	433,870	<b>453,750</b>	464,300	19,880		(1)
ADMINISTRATIVE EXPENSE	48	80	200	<b>200</b>	200	--		
OPERATING EXPENSE	9,370	11,208	8,946	<b>9,946</b>	13,330	1,000		
COMMUNICATIONS	2,415	1,675	1,250	<b>1,250</b>	1,250	--		
UTILITIES - HEAT, HYDRO, WATER	40,101	31,722	42,100	<b>42,100</b>	43,850	--		
PROGRAM EXPENSES	5,334	5,854	5,600	<b>5,600</b>	5,600	--		
MEETINGS, CONFERENCES, TRAINING	1,365	599	1,500	<b>2,000</b>	2,000	500		
FUEL / TRANSPORTATION COSTS	15,820	17,372	16,000	<b>17,000</b>	17,000	1,000		
MARKETING & PROMOTION	132	778	1,500	<b>1,500</b>	2,000	--		
LAND MAINTENANCE & IMPROVEMENT	54,100	40,250	55,500	<b>56,300</b>	56,300	800		
EQUIP REPAIRS & MAINTENANCE	43,154	34,824	41,300	<b>44,400</b>	44,400	3,100	8%	(2)
BLDG REPAIRS & MAINTENANCE	9,593	14,490	11,100	<b>13,000</b>	11,100	1,900		
SNOW REMOVAL AND SANDING	--	--	1,100	<b>1,100</b>	1,100	--		
MAINTENANCE CONTRACTS	4,251	7,641	5,236	<b>8,320</b>	8,320	3,084	59%	(3)
	<u>555,098</u>	<u>612,584</u>	<u>625,202</u>	<u><b>656,466</b></u>	<u>670,750</u>	<u>31,264</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>506,438</u>	<u>575,459</u>	<u>590,002</u>	<u><b>621,266</b></u>	<u>635,550</u>	<u>31,264</u>		
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	149,000	145,000	145,000	<b>280,000</b>	280,000	135,000	93%	(4)
	<u>149,000</u>	<u>145,000</u>	<u>145,000</u>	<u><b>280,000</b></u>	<u>280,000</u>	<u>135,000</u>		
	<u>655,438</u>	<u>720,459</u>	<u>735,002</u>	<u><b>901,266</b></u>	<u>915,550</u>	<u>166,264</u>	23%	

**EXPLANATION OF CHANGE:**

**Revenue** No significant changes projected

**INCLUDES DEPARTMENTS:**  
5000-6050 Parks

**Expenses**

- (1) Anticipated annual wage index and step increases
- (2) To bring in line with actual requirements and anticipated repairs of park equipment (benches, playground repairs, netting, fence repairs)
- (3) Added cost of CSS Contract of \$2,700 /yr
- (4) Based on anticipated requirements to fund capital projects identified in the 10 yr. capital forecast



**Town of Ingersoll  
CAMI PARKS / SUZUKI HOUSE  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: PARKS AND ARENA ACTIVITY: CAMI PARKS / SUZUKI HOUSE	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav) unfav	% if > \$2,500 & +/- 5% ref	
<b>REVENUE</b>								
RENT / LEASES	(9,204)	(10,400)	(10,040)	<b>(10,608)</b>	(10,820)	(568)		
USER FEES	(20,000)	(20,000)	(20,000)	<b>(20,000)</b>	(20,000)	--		
	<u>(29,204)</u>	<u>(30,400)</u>	<u>(30,040)</u>	<u><b>(30,608)</b></u>	<u>(30,820)</u>	<u>(568)</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	9,559	9,241	10,520	<b>10,370</b>	10,600	(150)		
UTILITIES - HEAT, HYDRO, WATER	83,252	67,680	100,700	<b>95,700</b>	97,200	(5,000)		
GRANTS TO VOLUNTEER ORGANIZATIONS	36,000	46,400	36,000	<b>57,000</b>	57,000	21,000	-58%	(1)
LAND MAINTENANCE & IMPROVEMENT	128	2,851	2,000	<b>2,000</b>	2,000	--		
EQUIP REPAIRS & MAINTENANCE	21,892	18,672	24,020	<b>24,020</b>	24,020	--		
BLDG REPAIRS & MAINTENANCE	5,772	7,208	9,600	<b>11,000</b>	11,000	1,400		
SNOW REMOVAL AND SANDING	7,295	4,374	5,500	<b>5,500</b>	5,500	--		
MAINTENANCE CONTRACTS	5,684	7,234	5,946	<b>7,910</b>	7,910	1,964		
	<u>169,581</u>	<u>163,661</u>	<u>194,286</u>	<u><b>213,500</b></u>	<u>215,230</u>	<u>19,214</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>140,378</u>	<u>133,261</u>	<u>164,246</u>	<u><b>182,892</b></u>	<u>184,410</u>	<u>18,646</u>		
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	--	--	--	<b>50,000</b>	50,000	50,000		(2)
	<u>--</u>	<u>--</u>	<u>--</u>	<u><b>50,000</b></u>	<u>50,000</u>	<u>50,000</u>		
	<u><u>140,377.51</u></u>	<u><u>133,261</u></u>	<u><u>164,246</u></u>	<u><u><b>232,892</b></u></u>	<u><u>234,410</u></u>	<u><u>68,646</u></u>	42%	

**EXPLANATION OF CHANGE:**

**Revenue** No significant changes projected

**INCLUDES DEPARTMENTS:**

5000-6030 CAMI Soccer Park  
5000-6040 Suzuki House

**Expenses**

(1) Seniors Center asked for increased funding of \$21,000 (\$10,000 for 2019/2020 fiscal year and \$11,000 for 2020/2021 fiscal year). The Center applied for extra \$10,000 in 2019 but was not approved because additional information requested by Council was not provided in timely manner thus the approved 2019 budget did not include extra funds. In September 2019, the Center sent a letter to the Mayor and Treasurer asking again for an increase in funding and was advised by the Treasurer that all requests over and above the approved budget should come before Council. A Center representative, Council representative and Town Treasurer met in November to review the Center's financial information needed to justify the extra funding. At that meeting two options were discussed: 1) at the December 2019 Council meeting the Center would make a special request for additional \$10,000 funding to be processed in the 2019 fiscal year, or 2) request additional \$21,000 in the 2020 budget which would cover Center's 2019/2020 and 2020/2021 fiscal years. This draft budget includes option 2.

(2) Based on anticipated requirements to fund capital projects identified in the facility assessment and 10 yr. capital forecast.

**Town of Ingersoll  
Victoria Park Community Centre  
2020 Budget - Final  
February 6, 2020**

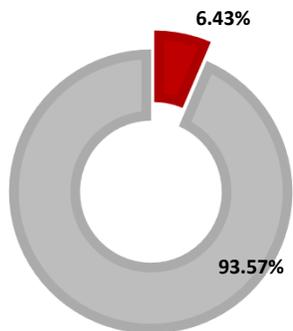
**What We Do**

The Victoria Park Community Centre offers following services:

Recreation, fitness and aquatic programs and leisure activities for all ages i.e. Pre-School Programs (Kinder Kids, Time for Tot's), School Aged Programs (Day Camps, After School Programs), Adult/Youth Fitness (Fitness Memberships, Fitness Classes), Aquatic Programs (Learn to Swim Lessons, Leadership Courses, Aquatic Fitness Classes & Public Swimming).

**Special Operating Projects / Memos/ Enhancements /Challenges**

**VPCC PORTION OF TOWN'S  
LEVY**



**Challenges**

- Aging Victoria Park Community Center. The VPCC deficiencies are being addressed in 2019 and 2020.
- Changes to Ontario's Public Pool regulations came in effect in July 2018, many regulatory requirements for opening, operating and maintaining a public pool have changed. The new requirements for certification, training and number of lifeguards have stricter provisions. To meet these new requirements the Town must increase the number of lifeguards for children under 10 years of age and provide adequate training.
- To ensure that recreational programs offered at VPCC meet needs of the community and keep members engaged and coming back.

Median residential property valued at \$221,000 will pay \$130/year or \$10.8/month for this service.

**Town of Ingersoll**  
**VICTORIA PARK COMMUNITY CENTRE**  
**2020 Budget - Final**  
**February 6, 2020**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE ACTIVITY: TOTAL ALL ACTIVITIES	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020	
	2018	2019	2019	2020	2021	(fav) unfav	% if > \$2,500 & +/- 5% ref
<b>REVENUE</b>							
SALE OF GOODS OR SERVICES	(2,511)	(1,557)	(2,500)	<b>(3,500)</b>	(3,500)	(1,000)	
RENT / LEASES	(29,769)	(10,252)	(20,341)	<b>(32,215)</b>	(32,290)	(11,874)	-58%
USER FEES	(98,335)	(113,165)	(105,361)	<b>(98,264)</b>	(98,264)	7,097	7%
MEMBERSHIPS	(127,842)	(131,922)	(155,800)	<b>(110,311)</b>	(110,311)	45,489	29%
RECOVERIES	(485)	(931)	(1,614)	<b>(1,354)</b>	(1,354)	260	
GRANTS / SUBSIDIES / REBATES	(14,521)	(13,269)	(6,000)	<b>(22,658)</b>	(22,658)	(16,658)	278%
PROGRAM REVENUES	(203,543)	(164,821)	(262,279)	<b>(232,938)</b>	(227,478)	29,341	11%
	<u>(482,006)</u>	<u>(435,917)</u>	<u>(553,895)</u>	<u><b>(501,240)</b></u>	<u>(495,855)</u>	<u>52,655</u>	
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	1,006,246	1,020,617	1,058,300	<b>1,098,270</b>	1,122,650	39,970	
ADMINISTRATIVE EXPENSE	14,660	16,791	16,575	<b>17,075</b>	17,195	500	
OPERATING EXPENSE	19,823	24,342	25,528	<b>36,082</b>	34,451	10,554	41%
COMMUNICATIONS	12,299	11,322	10,072	<b>10,072</b>	10,073	--	
UTILITIES - HEAT, HYDRO, WATER	163,137	119,034	175,500	<b>156,500</b>	166,400	(19,000)	11%
SUPPLIES	12,437	10,829	12,780	<b>8,269</b>	8,639	(4,511)	35%
PROGRAM EXPENSES	11,406	13,115	15,645	<b>22,815</b>	22,815	7,170	46%
MEETINGS, CONFERENCES, TRAINING	3,299	9,826	8,970	<b>14,780</b>	14,810	5,810	65%
FUEL / TRANSPORTATION COSTS	622	939	1,185	<b>1,817</b>	1,185	632	
CONTRACTED SERVICES	1,845	2,018	1,500	<b>1,848</b>	1,848	348	
MARKETING & PROMOTION	100	811	1,100	<b>2,250</b>	1,100	1,150	
EQUIP REPAIRS & MAINTENANCE	35,054	63,487	44,600	<b>41,468</b>	41,918	(3,132)	7%
BLDG REPAIRS & MAINTENANCE	28,695	27,329	23,500	<b>26,050</b>	26,050	2,550	11%
SNOW REMOVAL AND SANDING	8,700	6,210	6,500	<b>8,000</b>	8,000	1,500	
MAINTENANCE CONTRACTS	15,041	16,394	11,646	<b>28,830</b>	28,830	17,184	-148%
	<u>1,333,365</u>	<u>1,343,063</u>	<u>1,413,401</u>	<u><b>1,474,126</b></u>	<u>1,505,964</u>	<u>60,725</u>	
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>851,359</u>	<u>907,146</u>	<u>859,506</u>	<u><b>972,886</b></u>	<u>1,010,109</u>	<u>113,380</u>	
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	470,000	200,000	200,000	<b>70,000</b>	70,000	(130,000)	-65%
	<u>470,000</u>	<u>200,000</u>	<u>200,000</u>	<u><b>70,000</b></u>	<u>70,000</u>	<u>(130,000)</u>	
	<u>1,321,359</u>	<u>1,107,146</u>	<u>1,059,506</u>	<u><b>1,042,886</b></u>	<u>1,080,109</u>	<u>(16,620)</u>	-2%
<b>SUMMARY OF ALL VICTORIA PARK COMMUNITY CENTRE ACTIVITIES:</b>							
ADMINISTRATION			93,675	<b>97,521</b>		3,846	
AQUATICS			161,104	<b>167,225</b>		6,121	
FITNESS			145,286	<b>169,853</b>		24,567	
PROGRAMS			81,098	<b>11,710</b>		(69,388)	
FACILITY			578,343	<b>596,577</b>		18,234	
			<u>1,059,506</u>	<u><b>1,042,886</b></u>		<u>(16,620)</u>	

Town of Ingersoll  
 VPCC - ADMINISTRATION  
 2020 Budget - Final  
 February 6, 2020

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE ACTIVITY: ADMINISTRATION	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
SALE OF GOODS OR SERVICES	(1,068)	(1,005)	--	<b>(1,000)</b>	(1,000)	(1,000)		
USER FEES	(160)	--	(500)	<b>(500)</b>	(500)	--		
RECOVERIES	(485)	(402)	--	<b>(1,354)</b>	(1,354)	(1,354)		
	<u>(1,713)</u>	<u>(1,407)</u>	<u>(500)</u>	<u><b>(2,854)</b></u>	<u>(2,854)</u>	<u>(2,354)</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	76,433	76,713	66,200	<b>69,700</b>	71,090	3,500	5%	
ADMINISTRATIVE EXPENSE	14,660	16,791	16,575	<b>17,075</b>	17,195	500		
OPERATING EXPENSE	851	645	1,300	<b>3,000</b>	1,300	1,700		
COMMUNICATIONS	12,169	9,783	10,000	<b>10,000</b>	10,000	--		
SUPPLIES	1,099	776	--	--	--	--		
PROGRAM EXPENSES	70	153	100	<b>100</b>	100	--		
MEETINGS, CONFERENCES, TRAINING	137	137	--	<b>500</b>	500	500		
	<u>105,419</u>	<u>104,997</u>	<u>94,175</u>	<u><b>100,375</b></u>	<u>100,185</u>	<u>6,200</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>103,705</u>	<u>103,590</u>	<u>93,675</u>	<u><b>97,521</b></u>	<u>97,331</u>	<u>3,846</u>		
<b>OTHER</b>								
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		
	<u>103,705</u>	<u>103,590</u>	<u>93,675</u>	<u><b>97,521</b></u>	<u>97,331</u>	<u>3,846</u>	4%	
<b>EXPLANATION OF CHANGE:</b>						<b>INCLUDES DEPARTMENTS:</b>		
<b>Revenue</b> No significant changes						5100-4000	Administration	
<b>Expenses</b> No significant changes								

**Town of Ingersoll  
AQUATICS  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE ACTIVITY: AQUATICS	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>								
RENT / LEASES	(28,863)	(7,494)	(19,416)	<b>(31,290)</b>	(31,290)	(11,874)	-61%	(1)
USER FEES	(26,580)	(44,299)	(27,000)	<b>(25,000)</b>	(25,000)	2,000		
MEMBERSHIPS	(27,817)	(14,341)	(23,700)	<b>(39,397)</b>	(39,397)	(15,697)	66%	(2)
RECOVERIES	--	(529)	(1,614)	--	--	1,614		
PROGRAM REVENUES	<u>(121,939)</u>	<u>(83,075)</u>	<u>(153,299)</u>	<u><b>(146,359)</b></u>	<u>(146,359)</u>	<u>6,940</u>		
	<u>(210,198)</u>	<u>(149,738)</u>	<u>(225,029)</u>	<u><b>(242,046)</b></u>	<u>(242,046)</u>	<u>(17,017)</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	341,569	307,133	364,280	<b>377,030</b>	384,400	12,750		
OPERATING EXPENSE	5,819	9,422	8,678	<b>8,195</b>	8,500	(483)		
SUPPLIES	6,488	3,708	4,500	<b>2,604</b>	2,604	(1,896)		
PROGRAM EXPENSES	4,057	3,806	5,800	<b>12,225</b>	12,225	6,425	111%	(3)
MEETINGS, CONFERENCES, TRAINING	752	3,661	2,490	<b>8,200</b>	8,200	5,710	229%	(4)
FUEL / TRANSPORTATION COSTS	426	939	385	<b>1,017</b>	385	632		
	<u>359,110</u>	<u>328,669</u>	<u>386,133</u>	<u><b>409,271</b></u>	<u>416,314</u>	<u>23,138</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>148,913</u>	<u>178,931</u>	<u>161,104</u>	<u><b>167,225</b></u>	<u>174,268</u>	<u>6,121</u>		
<b>OTHER</b>								
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		
	<u>148,913</u>	<u>178,931</u>	<u>161,104</u>	<u><b>167,225</b></u>	<u>174,268</u>	<u>6,121</u>	4%	

**EXPLANATION OF CHANGE:**

**Revenue**

(1) Based on projected participation in aquatic programs

(2) Allocation of the membership revenue to the Pool at 25% of the total membership revenue. Information has been provided by the Community Services

**Expenses**

(3) Directly attributed to purchasing additional training material ( aquatics manuals, books, CD's)

(4) Directly attributed to the request for additional training for aquatics staff (Specialty Instructors/Speakers/ Wellness )

**INCLUDES DEPARTMENTS:**

5100-6060 Aquatics

**Town of Ingersoll  
FITNESS  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE ACTIVITY: FITNESS	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
USER FEES	(9,815)	(8,755)	(10,001)	<b>(7,169)</b>	(7,169)	2,832		
MEMBERSHIPS	(100,025)	(117,581)	(132,100)	<b>(39,397)</b>	(39,397)	92,703	-70%	(1)
PROGRAM REVENUES	(6,734)	(14,658)	(10,413)	<b>(15,619)</b>	(15,619)	(5,206)		
	<u>(116,575)</u>	<u>(140,993)</u>	<u>(152,514)</u>	<u><b>(62,185)</b></u>	<u>(62,185)</u>	<u>90,329</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	134,415	148,755	137,620	<b>193,530</b>	198,180	55,910	41%	(2)
OPERATING EXPENSE	1,730	647	2,150	<b>9,750</b>	9,830	7,600	353%	
SUPPLIES	347	658	550	<b>180</b>	550	(370)		
PROGRAM EXPENSES	143	150	400	<b>400</b>	400	--		
MEETINGS, CONFERENCES, TRAINING	1,587	1,883	1,980	<b>1,980</b>	1,980	--		
FUEL / TRANSPORTATION COSTS	98	--	300	<b>300</b>	300	--		
CONTRACTED SERVICES	1,845	2,018	1,500	<b>1,848</b>	1,848	348		
MARKETING & PROMOTION	--	53	300	<b>1,000</b>	300	700		
EQUIP REPAIRS & MAINTENANCE	1,284	1,148	3,000	<b>3,050</b>	3,500	50		
	<u>141,448</u>	<u>155,313</u>	<u>147,800</u>	<u><b>212,038</b></u>	<u>216,888</u>	<u>64,238</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>24,873</u>	<u>14,319</u>	<u>(4,714)</u>	<u><b>149,853</b></u>	<u>154,703</u>	<u>154,567</u>		
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	10,000	150,000	150,000	<b>20,000</b>	20,000	(130,000)	87%	(3)
	<u>10,000</u>	<u>150,000</u>	<u>150,000</u>	<u><b>20,000</b></u>	<u>20,000</u>	<u>(130,000)</u>		
	<u>34,873</u>	<u>164,319</u>	<u>145,286</u>	<u><b>169,853</b></u>	<u>174,703</u>	<u>24,567</u>	17%	

**EXPLANATION OF CHANGE:**

**Revenue**

(1) New allocation of membership revenue to the Gym at 25% of the total membership revenue. The breakdown has been provided by Community Services sta

**Expenses** No significant changes

(2) Directly attributed to the increase in part time staff hours

(3) Funding is no longer required for new gym equipment. Continue with a \$20,000 annual transfer to the Gym Equipment Reserve to save up for future gym equipment replacements / upgrades

**INCLUDES DEPARTMENTS:**

5100-6070 Fitness Programs

**Town of Ingersoll  
VPCC - PROGRAMS  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE ACTIVITY: PROGRAMS	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
USER FEES	(61,780)	(60,111)	(67,860)	<b>(65,595)</b>	(65,595)	2,265		
MEMBERSHIPS	--	--	--	<b>(31,517)</b>	(31,517)	(31,517)		(1)
GRANTS / SUBSIDIES / REBATES	(14,521)	(13,269)	(6,000)	<b>(22,658)</b>	(22,658)	(16,658)	278%	(2)
PROGRAM REVENUES	(74,870)	(67,088)	(98,567)	<b>(70,960)</b>	(65,500)	27,607	28%	(3)
	<u>(151,172)</u>	<u>(140,469)</u>	<u>(172,427)</u>	<u><b>(190,730)</b></u>	<u>(185,270)</u>	<u>(18,303)</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	198,119	204,148	231,900	<b>181,540</b>	185,740	(50,360)	22%	(4)
OPERATING EXPENSE	1,002	1,623	2,550	<b>2,975</b>	2,550	425		
SUPPLIES	3,955	4,812	7,730	<b>5,485</b>	5,485	(2,245)		
PROGRAM EXPENSES	7,136	9,006	9,345	<b>10,090</b>	10,090	745		
MEETINGS, CONFERENCES, TRAINING	824	1,860	1,200	<b>1,100</b>	1,100	(100)		
FUEL / TRANSPORTATION COSTS	99	--	500	<b>500</b>	500	--		
MARKETING & PROMOTION	--	558	300	<b>750</b>	300	450		
	<u>211,136</u>	<u>222,007</u>	<u>253,525</u>	<u><b>202,440</b></u>	<u>205,765</u>	<u>(51,085)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>59,964</u>	<u>81,538</u>	<u>81,098</u>	<u><b>11,710</b></u>	<u>20,495</u>	<u>(69,388)</u>		
<b>OTHER</b>								
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		
	<u>59,964</u>	<u>81,538</u>	<u>81,098</u>	<u><b>11,710</b></u>	<u>20,495</u>	<u>(69,388)</u>		-86%

**EXPLANATION OF CHANGE:**

**Revenue**

- (1) New allocation of the membership revenue to the General Program at 20% of the total membership revenue.  
The breakdown has been provided by Community Services staff
- (2) Rise in Summer Jobs Grants
- (3) Specialty Classes (yoga , Pilates) are now offered with the purchase of membership

**INCLUDES DEPARTMENTS:**

5100-6090 Programs

**Expenses**

- (4) Directly attributed to reduction in Summer Camp seasonal staff requirements

**Town of Ingersoll  
VPCC - FACILITY  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: VICTORIA PARK COMMUNITY CENTRE ACTIVITY: FACILITY	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
SALE OF GOODS OR SERVICES	(1,443)	(551)	(2,500)	<b>(2,500)</b>	(2,500)	--		
RENT / LEASES	(906)	(2,758)	(925)	<b>(925)</b>	(1,000)	--		
	<u>(2,349)</u>	<u>(3,309)</u>	<u>(3,425)</u>	<u><b>(3,425)</b></u>	<u>(3,500)</u>	--		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	255,710	283,868	258,300	<b>276,470</b>	283,240	18,170	-7%	(1)
OPERATING EXPENSE	10,421	12,005	10,850	<b>12,162</b>	12,271	1,312		
COMMUNICATIONS	130	1,539	72	<b>72</b>	73	--		
UTILITIES - HEAT, HYDRO, WATER	163,137	119,034	175,500	<b>156,500</b>	166,400	(19,000)	11%	(2)
SUPPLIES	548	876	--	<b>--</b>	--	--		
MEETINGS, CONFERENCES, TRAINING	--	2,285	3,300	<b>3,000</b>	3,030	(300)		
MARKETING & PROMOTION	100	200	500	<b>500</b>	500	--		
EQUIP REPAIRS & MAINTENANCE	33,770	62,339	41,600	<b>38,418</b>	38,418	(3,182)	8%	
BLDG REPAIRS & MAINTENANCE	28,695	27,329	23,500	<b>26,050</b>	26,050	2,550	11%	
SNOW REMOVAL AND SANDING	8,700	6,210	6,500	<b>8,000</b>	8,000	1,500		
MAINTENANCE CONTRACTS	15,041	16,394	11,646	<b>28,830</b>	28,830	17,184	-148%	(3)
	<u>516,252</u>	<u>532,078</u>	<u>531,768</u>	<u><b>550,002</b></u>	<u>566,812</u>	<u>18,234</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>513,903</u>	<u>528,769</u>	<u>528,343</u>	<u><b>546,577</b></u>	<u>563,312</u>	<u>18,234</u>		
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	460,000	50,000	50,000	<b>50,000</b>	50,000	--		
	<u>460,000</u>	<u>50,000</u>	<u>50,000</u>	<u><b>50,000</b></u>	<u>50,000</u>	<u>--</u>		
	<u>973,903</u>	<u>578,769</u>	<u>578,343</u>	<u><b>596,577</b></u>	<u>613,312</u>	<u>18,234</u>	3%	

**EXPLANATION OF CHANGE:**  
Revenue No significant changes

**INCLUDES DEPARTMENTS:**  
5100-4100 Facility

**Expenses**

- (1) Wage and step increases, request for additional funding for overtime and shift premiums
- (2) To bring in line with actual expenses and ensure sufficient funds are available
- (3) Added preventative maintenance package for Drytron, boiler and rooftop HVAC units (\$10,000) and \$6,500 to replace elevator sensors

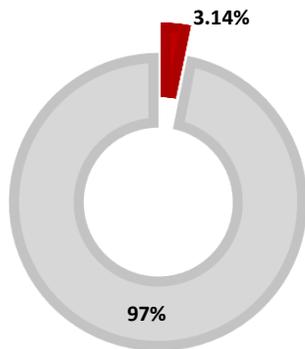
**Town of Ingersoll  
Fusion Youth Centre  
2020 Budget - Final  
February 6, 2020**

**What We Do**

The Youth Centre provides affordable, accessible and safe recreation, fitness, cultural, skill development and social programs and activities for youth between the ages of 11 and 18.

**Special Operating Projects / Memos/ Enhancements /Challenges**

**FUSION PORTION OF TOWN'S  
LEVY**



**Challenges**

- Declining art room sales and multi media room rentals.

**Special Projects**

- Roof Replacement

Median residential property valued at \$221,000 will pay \$63/year or \$5.3/month for this service.

**Town of Ingersoll**  
**YOUTH CENTRE - TOTAL ACTIVITIES**  
**2020 Budget - Final**  
**February 6, 2020**

DEPARTMENT: YOUTH CENTRE ACTIVITY: TOTAL ALL ACTIVITIES	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020	
	2018	2019	2019	2020	2021	(fav) unfav	% if > \$2,500 & +/- 5% ref
<b>REVENUE</b>							
RENT / LEASES	(36,922)	(36,692)	(39,276)	<b>(41,745)</b>	(41,745)	(2,469)	
USER FEES	(25,502)	(23,758)	(23,875)	<b>(33,494)</b>	(33,494)	(9,619)	
MEMBERSHIPS	(1,373)	(1,671)	(1,000)	<b>(16,962)</b>	(16,962)	(15,962)	1596%
RECOVERIES	(1,324)	--	(1,250)	<b>(1,250)</b>	(1,250)	--	
GRANTS / SUBSIDIES / REBATES	(46,815)	(42,396)	(14,271)	<b>(12,429)</b>	(12,429)	1,842	
PROGRAM REVENUES	(3,001)	--	(1,000)	<b>(500)</b>	(500)	500	
DONATIONS / FUNDRAISING	(179,575)	(138,110)	(120,100)	<b>(116,438)</b>	(116,438)	3,662	
	<u>(294,511)</u>	<u>(242,627)</u>	<u>(200,772)</u>	<u><b>(222,818)</b></u>	<u>(222,818)</u>	<u>(22,046)</u>	
<b>EXPENSE</b>							
SALARIES, WAGES & BENEFITS	607,318	553,426	652,891	<b>567,550</b>	580,300	(85,341)	13%
ADMINISTRATIVE EXPENSE	3,996	2,093	6,300	<b>4,820</b>	5,826	(1,480)	
OPERATING EXPENSE	27,897	13,622	23,945	<b>23,945</b>	21,305	--	
COMMUNICATIONS	6,555	6,680	8,572	<b>6,572</b>	6,572	(2,000)	
UTILITIES - HEAT, HYDRO, WATER	24,130	17,322	33,934	<b>29,934</b>	31,140	(4,000)	12%
SUPPLIES	14,515	24,131	12,025	<b>11,150</b>	11,150	(875)	
PROGRAM EXPENSES	6,079	3,832	6,865	<b>7,115</b>	7,115	250	
MEETINGS, CONFERENCES, TRAINING	3,001	10,151	10,800	<b>6,250</b>	5,300	(4,550)	42%
FUEL / TRANSPORTATION COSTS	2,443	564	1,500	<b>1,100</b>	1,100	(400)	
PROFESSIONAL FEES	55	--	1,750	--	--	(1,750)	
CONTRACTED SERVICES	699	4,341	5,420	<b>100</b>	120	(5,320)	98%
MARKETING & PROMOTION	1,797	1,615	2,485	<b>2,250</b>	2,250	(235)	
EQUIP REPAIRS & MAINTENANCE	11,582	9,744	9,450	<b>10,450</b>	11,450	1,000	
BLDG REPAIRS & MAINTENANCE	29,016	12,375	15,500	<b>10,000</b>	10,000	(5,500)	-35%
SNOW REMOVAL AND SANDING	5,295	630	5,000	<b>5,000</b>	5,000	--	
MAINTENANCE CONTRACTS	6,000	6,151	7,296	<b>11,450</b>	11,450	4,154	57%
	<u>757,872</u>	<u>666,677</u>	<u>803,733</u>	<u><b>697,686</b></u>	<u>710,078</u>	<u>(106,047)</u>	
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>463,361</u>	<u>424,051</u>	<u>602,961</u>	<u><b>474,868</b></u>	<u>487,260</u>	<u>(128,093)</u>	
<b>OTHER</b>							
TRANSFER TO RESERVES & RES FUNDS	2,500	2,500	2,500	<b>227,500</b>	32,500	225,000	9000%
	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>	<u><b>227,500</b></u>	<u>32,500</u>	<u>225,000</u>	
	<u>465,861</u>	<u>426,551</u>	<u>605,461</u>	<u><b>702,368</b></u>	<u>519,760</u>	<u>96,907</u>	16%
<b>SUMMARY OF ALL YOUTH CENTRE ACTIVITIES:</b>							
FACILITY			102,661	<b>313,976</b>	211,315		
GENERAL PROGRAMS			502,800	<b>388,392</b>	(114,408)		
			<u>605,461</u>	<u><b>702,368</b></u>	<u>96,907</u>		

**Town of Ingersoll  
YOUTH CENTRE - FACILITY  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: YOUTH CENTRE ACTIVITY: FACILITY	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
RENT / LEASES	(36,719)	(36,528)	(39,076)	<b>(41,545)</b>	(41,545)	(2,469)		
RECOVERIES	(1,324)	--	(1,250)	<b>(1,250)</b>	(1,250)	--		
DONATIONS / FUNDRAISING	(15,000)	--	--	--	--	--		
	<u>(53,043)</u>	<u>(36,528)</u>	<u>(40,326)</u>	<u><b>(42,795)</b></u>	<u>(42,795)</u>	<u>(2,469)</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	58,753	62,904	60,840	<b>58,860</b>	60,200	(1,980)		
OPERATING EXPENSE	3,726	4,839	6,995	<b>7,105</b>	7,105	110		
COMMUNICATIONS	130	38	72	<b>72</b>	72	--		
UTILITIES - HEAT, HYDRO, WATER	24,130	17,322	33,934	<b>29,934</b>	31,140	(4,000)	12%	(1)
FUEL / TRANSPORTATION COSTS	81	--	400	<b>400</b>	400	--		
CONTRACTED SERVICES	--	4,180	5,000	--	--	(5,000)	100%	(2)
EQUIP REPAIRS & MAINTENANCE	10,863	9,428	7,950	<b>8,950</b>	9,950	1,000		
BLDG REPAIRS & MAINTENANCE	29,016	12,375	15,500	<b>10,000</b>	10,000	(5,500)	-35%	(3)
SNOW REMOVAL AND SANDING	5,295	630	5,000	<b>5,000</b>	5,000	--		
MAINTENANCE CONTRACTS	6,000	6,151	7,296	<b>11,450</b>	11,450	4,154	57%	(4)
	<u>145,488</u>	<u>117,868</u>	<u>142,987</u>	<u><b>131,771</b></u>	<u>135,317</u>	<u>(11,216)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>92,446</u>	<u>81,340</u>	<u>102,661</u>	<u><b>88,976</b></u>	<u>92,522</u>	<u>(13,685)</u>		
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	--	--	--	<b>225,000</b>	30,000	225,000		(5)
	<u>--</u>	<u>--</u>	<u>--</u>	<u><b>225,000</b></u>	<u>30,000</u>	<u>225,000</u>		
	<u>92,446</u>	<u>81,340</u>	<u>102,661</u>	<u><b>313,976</b></u>	<u>122,522</u>	<u>211,315</u>	206%	

**EXPLANATION OF CHANGE:**  
Revenue No significant changes

**INCLUDES DEPARTMENTS:**  
5200-4100 Facility

**Expenses**

- (1) To bring in line with actuals
- (2) Funding for building condition assessment is no longer required
- (3) As per requirements identified by the Facility Manager
- (4) Added equipment preventative maintenance package

**Other**

- (5) To fund Fusion Roof replacement

**Town of Ingersoll**  
**YOUTH CENTRE - GENERAL PROGRAMS**  
**2020 Budget - Final**  
**February 6, 2020**

DEPARTMENT: YOUTH CENTRE ACTIVITY: GENERAL PROGRAMS	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
RENT / LEASES	(204)	(164)	(200)	<b>(200)</b>	(200)	--		
USER FEES	(25,502)	(23,758)	(23,875)	<b>(33,494)</b>	(33,494)	(9,619)	-40%	(1)
MEMBERSHIPS	(1,373)	(1,671)	(1,000)	<b>(16,962)</b>	(16,962)	(15,962)	1596%	(2)
GRANTS / SUBSIDIES / REBATES	(46,815)	(42,396)	(14,271)	<b>(12,429)</b>	(12,429)	1,842		
PROGRAM REVENUES	(3,001)	--	(1,000)	<b>(500)</b>	(500)	500		
DONATIONS / FUNDRAISING	(164,575)	(138,110)	(120,100)	<b>(116,438)</b>	(116,438)	3,662		
	<u>(241,468)</u>	<u>(206,099)</u>	<u>(160,446)</u>	<u><b>(180,023)</b></u>	<u>(180,023)</u>	<u>(19,577)</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	548,565	490,522	592,051	<b>508,690</b>	520,100	(83,361)	14%	(3)
ADMINISTRATIVE EXPENSE	3,996	2,093	6,300	<b>4,820</b>	5,826	(1,480)		
OPERATING EXPENSE	24,172	8,783	16,950	<b>16,840</b>	14,200	(110)		
COMMUNICATIONS	6,425	6,642	8,500	<b>6,500</b>	6,500	(2,000)		
SUPPLIES	14,515	24,131	12,025	<b>11,150</b>	11,150	(875)		
PROGRAM EXPENSES	6,079	3,832	6,865	<b>7,115</b>	7,115	250		
MEETINGS, CONFERENCES, TRAINING	3,001	10,151	10,800	<b>6,250</b>	5,300	(4,550)	42%	(4)
FUEL / TRANSPORTATION COSTS	2,361	564	1,100	<b>700</b>	700	(400)		
PROFESSIONAL FEES	55	--	1,750	--	--	(1,750)		
CONTRACTED SERVICES	699	161	420	<b>100</b>	120	(320)		
MARKETING & PROMOTION	1,797	1,615	2,485	<b>2,250</b>	2,250	(235)		
EQUIP REPAIRS & MAINTENANCE	719	315	1,500	<b>1,500</b>	1,500	--		
	<u>612,384</u>	<u>548,809</u>	<u>660,746</u>	<u><b>565,915</b></u>	<u>574,761</u>	<u>(94,831)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>370,915</u>	<u>342,710</u>	<u>500,300</u>	<u><b>385,892</b></u>	<u>394,738</u>	<u>(114,408)</u>		
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	2,500	2,500	2,500	<b>2,500</b>	2,500	--		
	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>	<u><b>2,500</b></u>	<u>2,500</u>	<u>--</u>		
	<u>373,415</u>	<u>345,210</u>	<u>502,800</u>	<u><b>388,392</b></u>	<u>397,238</u>	<u>(114,408)</u>	-23%	

**EXPLANATION OF CHANGE:**

**Revenue**

- (1) Directly attributed to Fee for Service programs
- (2) New allocation of membership revenue to Fusion at 10% of the total membership revenue.  
The breakdown has been provided by Community Services staff

**Expenses**

- (3) Directly attributed to elimination of the Facility Assistance Manager position
- (4) Directly attributed to the revised meetings and conferences schedule and training requirements

**INCLUDES DEPARTMENTS:**

5200-6090 General Programs

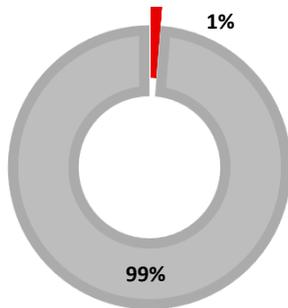
**Town of Ingersoll  
Museum  
2020 Budget - Final  
February 6, 2020**

**What We Do**

The Museum is responsible for: The museum brings the history of Ingersoll to life through engaging displays and demonstrations. Group tours, educational programs, workshops, special events and hands-on activities are offered throughout the year.

**Special Operating Projects / Memos/ Enhancements /Challenges**

**MUSEUM PORTION OF  
TOWN'S LEVY**



Median residential property valued at \$221,000 will pay \$26/year or \$2.1/month for this service.

Town of Ingersoll  
MUSEUM - FACILITY  
2020 Budget - Final  
February 6, 2020

DEPARTMENT: MUSEUMS FACILITY	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>	--	--	--	--	--	--		
<b>EXPENSE</b>								
OPERATING EXPENSE	145	77	200	<b>200</b>	200	--		
UTILITIES - HEAT, HYDRO, WATER	7,306	6,319	8,400	<b>8,400</b>	8,740	--		
LAND MAINTENANCE & IMPROVEMENT	263	32	1,500	<b>1,500</b>	1,500	--		
EQUIP REPAIRS & MAINTENANCE	--	--	500	<b>500</b>	500	--		
BLDG REPAIRS & MAINTENANCE	3,694	1,873	11,200	<b>8,200</b>	8,200	(3,000)	27%	
SNOW REMOVAL AND SANDING	3,855	7,210	2,000	<b>2,000</b>	2,000	--		
MAINTENANCE CONTRACTS	45	505	760	<b>760</b>	760	--		
	<u>15,308</u>	<u>16,018</u>	<u>24,560</u>	<u><b>21,560</b></u>	<u>21,900</u>	<u>(3,000)</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>15,308</u>	<u>16,018</u>	<u>24,560</u>	<u><b>21,560</b></u>	<u>21,900</u>	<u>(3,000)</u>		
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	9,000	9,000	9,000	<b>9,000</b>	9,000	--		
	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>	<u><b>9,000</b></u>	<u>9,000</u>	<u>--</u>		
	<u>24,308</u>	<u>25,018</u>	<u>33,560</u>	<u><b>30,560</b></u>	<u>30,900</u>	<u>(3,000)</u>	-9%	

**EXPLANATION OF CHANGE:**  
**Revenue** No significant changes  
**Expenses** No significant changes

**INCLUDES DEPARTMENTS:**  
6200-4100 Facility

**Town of Ingersoll  
MUSEUMS  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: MUSEUMS PROGRAMS	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav)	% if > \$2,500	ref
						unfav	& +/- 5%	
<b>REVENUE</b>								
SALE OF GOODS OR SERVICES	(5,461)	(4,980)	(5,000)	<b>(5,000)</b>	(5,000)	--		
RENT / LEASES	(107)	(120)	(100)	<b>(100)</b>	(100)	--		
USER FEES	(1,708)	(2,036)	(1,700)	<b>(1,700)</b>	(1,800)	--		
GRANTS / SUBSIDIES / REBATES	(12,978)	(9,936)	(12,148)	<b>(12,148)</b>	(12,148)	--		
PROGRAM REVENUES	(8,604)	(2,838)	(8,500)	<b>(8,500)</b>	(8,500)	--		
DONATIONS / FUNDRAISING	(4,197)	(57,941)	(4,550)	<b>(14,550)</b>	(14,550)	(10,000)	220%	
	<u>(33,055)</u>	<u>(77,851)</u>	<u>(31,998)</u>	<u><b>(41,998)</b></u>	<u>(42,098)</u>	<u>(10,000)</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	146,339	150,380	150,600	<b>167,400</b>	169,990	16,800	11%	(1)
ADMINISTRATIVE EXPENSE	1,048	1,275	1,450	<b>1,450</b>	1,450	--		
OPERATING EXPENSE	718	1,122	1,550	<b>1,550</b>	1,550	--		
COMMUNICATIONS	643	632	750	<b>750</b>	750	--		
SUPPLIES	5,470	4,252	4,000	<b>4,000</b>	4,000	--		
PROGRAM EXPENSES	19,198	25,573	25,060	<b>25,060</b>	25,150	--		
MEETINGS, CONFERENCES, TRAINING	924	857	1,700	<b>1,700</b>	1,700	--		
FUEL / TRANSPORTATION COSTS	72	123	300	<b>300</b>	400	--		
CONTRACTED SERVICES	--	--	300	<b>300</b>	300	--		
MARKETING & PROMOTION	3,316	4,880	5,050	<b>6,250</b>	5,250	1,200		
EQUIP REPAIRS & MAINTENANCE	672	450	2,500	<b>2,500</b>	2,500	--		
MAINTENANCE CONTRACTS	--	--	500	<b>500</b>	500	--		
	<u>178,400</u>	<u>189,542</u>	<u>193,760</u>	<u><b>211,760</b></u>	<u>213,540</u>	<u>18,000</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>145,345</u>	<u>111,692</u>	<u>161,762</u>	<u><b>169,762</b></u>	<u>171,442</u>	<u>8,000</u>		
<b>OTHER</b>								
	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>		
	<u>145,345</u>	<u>111,692</u>	<u>161,762</u>	<u><b>169,762</b></u>	<u>171,442</u>	<u>8,000</u>	5%	
<b>EXPLANATION OF CHANGE:</b>						<b>INCLUDES DEPARTMENTS:</b>		
<b>Revenue</b> No significant changes						6200-4000	Administration	
						6200-6810	Harvest Festival	
<b>Expenses</b>								
(1) Directly attributed to the contract position transferred from the School Museum								

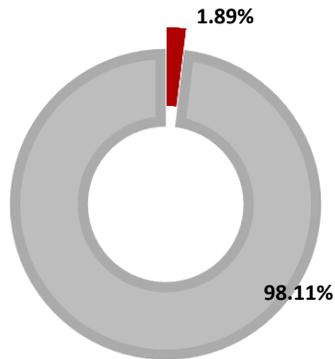
**Town of Ingersoll  
Economic Development  
2020 Budget - Final  
February 6, 2020**

**What We Do**

The Economic Development delivers a full range of services to promote, support and sustained overall economic prosperity of the Town. It provides support and guidance for companies and individuals interested in growing or starting a business in Ingersoll.

**Special Operating Projects / Memos/ Enhancements /Challenges**

**ECONOMIC DEVELOPMENT  
PORTION OF TOWN'S LEVY**



**Special Projects**

- The 2020 budget includes a \$25K provision for Community Improvement grants and incentives as per the Community Improvement Plan recommendations.
- The 2020 budget includes a \$40K provision to complete Clark Road transportation study.

Median residential property valued at \$221,000 will pay \$38/year or \$3.2/month for this service.

**Town of Ingersoll  
ECONOMIC DEVELOPMENT  
2020 Budget - Final  
February 6, 2020**

DEPARTMENT: ECONOMIC DEVELOPMENT	Actual	YTD Actual	Budget		Projection	Change 2019 to 2020		
	2018	2019	2019	2020	2021	(fav) unfav	% if > \$2,500 & +/- 5%	ref
<b>REVENUE</b>								
GRANTS / SUBSIDIES / REBATES	(14,303)	(3,125)	(7,750)	<b>(7,750)</b>	(7,750)	--		
	<u>(14,303)</u>	<u>(3,125)</u>	<u>(7,750)</u>	<u><b>(7,750)</b></u>	<u>(7,750)</u>	<u>--</u>		
<b>EXPENSE</b>								
SALARIES, WAGES & BENEFITS	126,081	148,962	146,860	<b>153,390</b>	157,470	6,530		
ADMINISTRATIVE EXPENSE	383	1,770	550	<b>550</b>	550	--		
OPERATING EXPENSE	38	214	700	<b>700</b>	700	--		
COMMUNICATIONS	845	1,341	1,500	<b>1,500</b>	1,500	--		
PROGRAM EXPENSES	11,434	13,783	13,900	<b>13,975</b>	13,975	75		
MEETINGS, CONFERENCES, TRAINING	5,136	7,961	9,250	<b>14,000</b>	14,000	4,750	51%	(1)
FUEL / TRANSPORTATION COSTS	3,223	3,346	3,500	<b>3,500</b>	4,000	--		
PROFESSIONAL FEES	16,246	10,466	25,500	<b>40,500</b>	40,500	15,000	59%	(2)
MARKETING & PROMOTION	29,001	39,767	74,500	<b>66,000</b>	66,000	(8,500)	11%	(3)
	<u>192,386</u>	<u>227,610</u>	<u>276,260</u>	<u><b>294,115</b></u>	<u>298,695</u>	<u>17,855</u>		
<b>NET OPERATING (REVENUE) EXPENSE</b>	<u>178,083</u>	<u>224,485</u>	<u>268,510</u>	<u><b>286,365</b></u>	<u>290,945</u>	<u>17,855</u>		
<b>OTHER</b>								
TRANSFER TO RESERVES & RES FUNDS	60,000	10,000	10,000	<b>10,000</b>	10,000	--		
	<u>60,000</u>	<u>10,000</u>	<u>10,000</u>	<u><b>10,000</b></u>	<u>10,000</u>	<u>--</u>		
	<u>238,083</u>	<u>234,485</u>	<u>278,510</u>	<u><b>296,365</b></u>	<u>300,945</u>	<u>17,855</u>	6%	

**EXPLANATION OF CHANGE:**  
Revenue No significant changes

**INCLUDES DEPARTMENTS:**  
7000-4000 Administration

**Expenses**

- (1) Additional funding for Economic Developers Council of Ontario Conference and training allowance
- (2) Directly attributed to the requirement to complete the transportation study for the Clark Rd. Industrial lands
- (3) Directly attributed to a reduction in the Community Improvement Grants Program

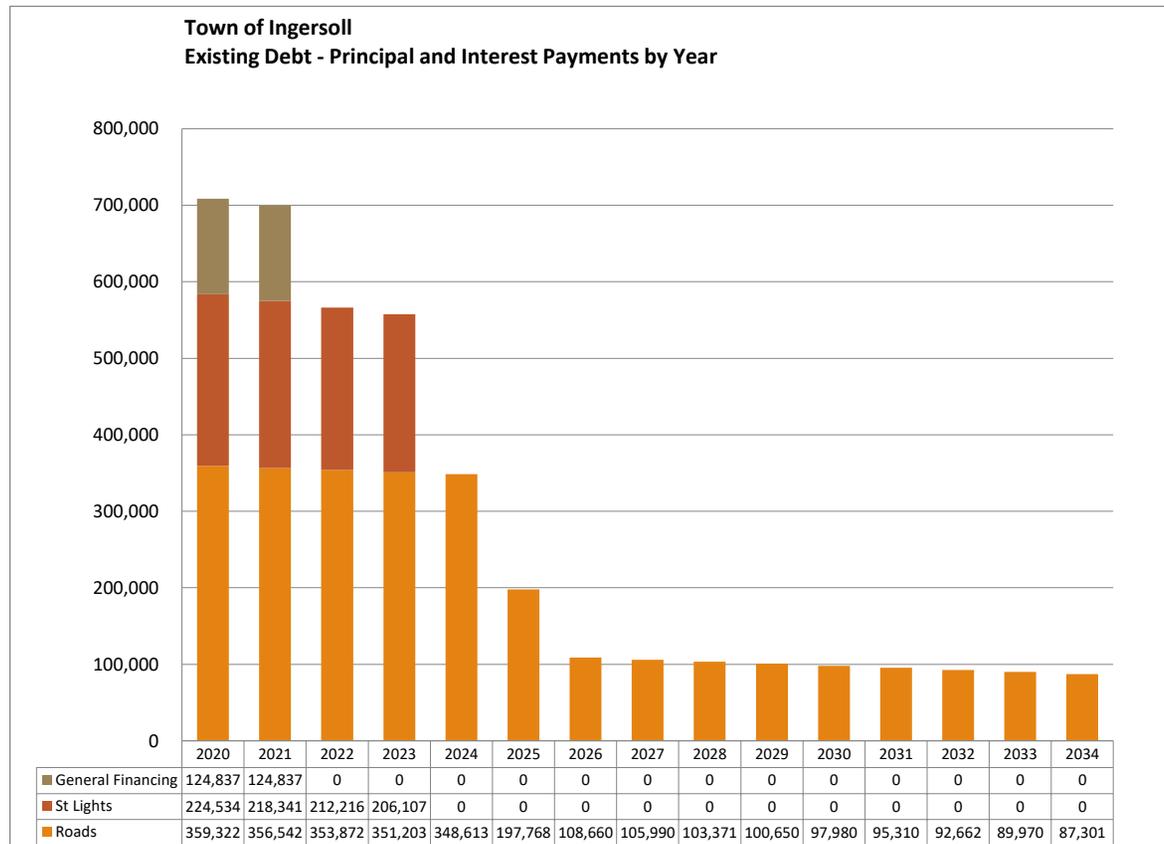
**Town of Ingersoll  
2020 Budget - Final  
Reserve and Reserve Fund Continuity  
February 6, 2020**

	2017	2018	2019	2020			2020	2019 / 2020
	Ending Balance	Ending Balance	Ending Balance Projected	Transfer In	Transfer Out	Income	Ending Balance	Change fav/(unfav)
<b>RESERVES</b>								
WORKING FUNDS	192,278	192,278	192,278				192,278	--
CURRENT PURPOSES	2,004,761	2,189,187	3,448,727	115,000	(606,951)		2,956,776	(491,951)
CAPITAL PURPOSES	6,671,270	7,952,077	7,865,452	3,196,270	(4,271,000)		6,790,721.98	(1,074,730)
	<b>8,868,309</b>	<b>10,333,542</b>	<b>11,506,456</b>	<b>3,311,270</b>	<b>(4,877,951)</b>	<b>--</b>	<b>9,939,775</b>	<b>(1,566,681)</b>
<b>RESERVE FUNDS</b>								
DISCRETIONARY	548,125	800,436	837,388	55,000	(780,000)	19,427	131,815	(705,573)
OBLIGATORY	2,500,687	2,326,974	2,777,740		(694,919)	699,342	2,782,163	4,423
	<b>3,048,812</b>	<b>3,127,410</b>	<b>3,615,129</b>	<b>55,000</b>	<b>(1,474,919)</b>	<b>718,769</b>	<b>2,913,979</b>	<b>(701,150)</b>
<b>TOTAL</b>	<b>11,917,121</b>	<b>13,460,952</b>	<b>15,121,585</b>	<b>3,366,270</b>	<b>(6,352,870)</b>	<b>718,769</b>	<b>12,853,754</b>	<b>(2,267,831)</b>

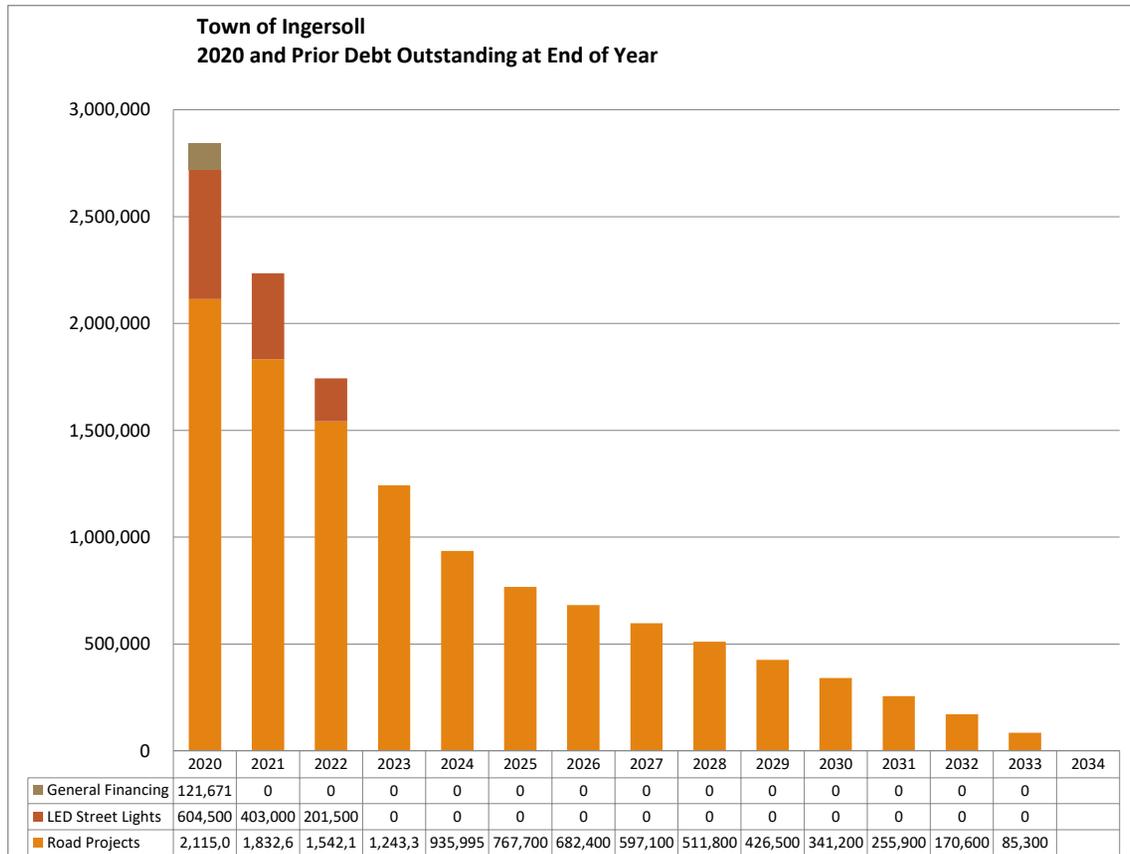
**SOURCE OF TRANSACTIONS**

OPERATING	3,366,270	(640,870)
CAPITAL		(5,712,000)
	<b>3,366,270</b>	<b>(6,352,870)</b>

**Town of Ingersoll  
Budget 2020 - Final  
February 6, 2020**



**Town of Ingersoll  
Budget 2020 - Final  
February 6, 2020**



**Town of Ingersoll  
2020 Budget - Final  
Budget Restated in PSAB Format  
February 6, 2020**

	<u>As Budget</u>	<u>PSAB Financials</u>
Net revenue prior to following amounts	(4,388,775)	(4,388,775)
Items included in Budget that are not PSAB Revenues or Expenses		
Debenture Principal Repayment	593,875	
Capital Expenditures	6,781,500	
Contributions from Reserves / Reserve Funds		
Operating	(640,870)	
Capital	(5,712,000)	
Transfer to Reserves	3,366,270	
PSAB items not in Budget		
Increase in Post Employment Liability		235,320
Amortization		2,895,000
Loss on Disposal of Assets		200,000
Annual Surplus	<u>\$ -</u>	<u>\$ (1,058,455)</u>

2020 Community Development Grant Requests

ORGANIZATION	AMOUNT REQUESTED IN 2018	AMOUNT GRANTED FOR 2018	AMOUNT REQUESTED FOR 2019	AMOUNT GRANTED IN 2019	AMOUNT REQUESTED FOR 2020	AMOUNT GRANTED IN 2020
Big Brothers Big Sisters of Ingersoll, Tburg & Area	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 6,000	\$ 6,000
Big Brothers Big Sisters bowl for kids sake bowl-a-thon	\$ -	\$ -	\$ -	\$ 250		\$ -
Canadian National Shuffleboard Assn. <b>SEED</b>	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 1,500	\$ 1,500
Canterbury Folk Festival	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000		\$ -
Ingersoll Creative Arts Centre	\$ 800	\$ 800	\$ 600	\$ -	\$ 1,100	\$ -
Ingersoll Lions Club (Municipal Portion of Taxes)	Municipal Tax	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900
Ingersoll Lions Club - swap meet and car show project	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Ingersoll Masonic Temple Corp. (Mun. Portion of Taxes)	Municipal Tax	\$ 2,200	\$ 2,200	\$ 2,145	\$ 2,200	\$ 2,200
Ingersoll Pipe Band ***\$1000/year	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Ingersoll Public Library Advisory Committee	\$ 1,500	\$ 1,500	\$ 2,000	\$ 2,000		\$ -
Inter-Church and Lunch Bunch <b>NEW</b>	\$ -	\$ -	\$ -	\$ -	\$ 12,000	\$ 12,000
Itopa (new roof) <b>SEED</b>	\$ -	\$ -	\$ 2,500	\$ -		\$ -
Musashi Karate Academy	\$ -	\$ -	\$ 2,500	\$ -		\$ -
Operation Sharing - Food for Friends	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Rotary Club (Christmas Club)	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Rotary Club (ISC Fastball Tournament) <b>SEED</b>	\$ -	\$ -	\$ 3,000	\$ 2,000		\$ -
YFC/ Youth Unlimited Upper Deck Ingersoll	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ -
<b>NEW*</b> Social Planning Oxford Council	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -
Royal Canadian Legion - Branch 119 (Mun. Portion of Taxes)	\$ -	\$ 3,155	\$ -	\$ -		\$ -
VON Oxford	\$ 2,325	\$ 2,325	\$ -	\$ -		\$ -
Grants to Athletes	\$ -	\$ 1,500	\$ 1,500	\$ 500		\$ 6,000
Other (building permit refunds)	\$ -	\$ -	\$ -	\$ 500		\$ -
<b>Total:</b>	<b>\$ 43,125</b>	<b>\$ 51,880</b>	<b>\$ 57,700</b>	<b>\$ 50,795</b>	<b>\$ 48,200</b>	<b>\$ 45,100</b>