



Belleville Public Library and John M. Parrott Art Gallery
254 Pinnacle Street, Belleville, Ontario K8N 3B1
TEL: (613) 968-6731 WEB: www.bellevillelibrary.ca

1 May 2020

Ms. Carol Hinze
City Treasurer and Director of Finance
City of Belleville
169 Front Street
Belleville, ON K8N 2Y8

Dear Director Hinze:

Please see attached our revised, post-Covid, 2020 Municipal Operating Grant request submission to Council. I would also like to make a deputation to Council please when they meet to consider this request. I have included the full budget detail sheet showing our 2019 actuals, and 2020 YTD actuals.

The services we provide to the City of Belleville are an integral part of the educational, cultural, and recreational fabric of our community. We very much appreciate the support and funding we receive from the City of Belleville. The Library Board has approved this budget submission as we work to maintain and improve Library and Gallery services for our community.

Please let me know if any questions come up regarding our 2020 grant request submission.

Sincerely,

Trevor Pross MLIS
CEO
Belleville Public Library and John M. Parrott Art Gallery
tpross@bellevillelibrary.ca
613-968-6731 ext. 2022

Encl. Budget spreadsheet

cc. Councillor Paul Carr, Chair, Library Board; Mr. Brandon Ferguson, Deputy-Treasurer, City of Belleville, Mr. Matthew MacDonald, Director of Corporate Services, City of Belleville

REVENUE	2019 Budget	2019 Actuals	2020 YTD Actual	2020 Budget	% Change
MUNICIPAL GRANT					
3-7-3100100-3010 Operating Grant	2,145,500	2,145,500	543,000	2,189,000	2.03%
TOTAL MUNICIPAL GRANT	2,145,500	2,145,500	543,000	2,189,000	
Increase over previous year				43,500	
PROVINCIAL GRANTS					
3-7-3100102-3030 Provincial Grant	80,500	80,500	0	85,000	5.59%
3-7-3100102-3035 Pay Equity Grant	3,800	3,857	0	4,000	5.26%
3-7-3100102-3040 Technology Grant	80,000	92,800	4,893	5,000	-93.75%
3-7-3100102-3051 Summer Work Grant	3,200	3,098	0	0	-100.00%
3-7-3100102-3055 Canada Council Grant	0	0	0	0	funding ended 2019
TOTAL PROVINCIAL GRANTS	167,500	180,255	4,893	94,000	0
HASTINET PARTNERSHIP					
3-7-3100190-3700 Hastinet Revenue	12,000	15,125	0	14,000	16.67%
TOTAL HASTINET PARTNERSHIP	12,000	15,125	0	14,000	0
3-7-3100200-3100 Fines	29,000	24,155	5,195	10,000	-65.52%
3-7-3100200-3101 Damage Fees, Lost Books	2,500	2,261	545	1,500	-40.00%
3-7-3100200-3102 Non Resident Fees	6,500	6,701	1,323	3,500	-46.15%
3-7-3100200-3120 Program & Event Fees	1,000	1,088	4	0	-100.00%
3-7-3100200-3130 Equipment Rental Fees	200	388	50	0	-100.00%
3-7-3100200-3135 Room Rental Fees	7,500	6,587	1,725	3,000	-60.00%
3-7-3100200-3139 Café Rental Fees	4,800	4,913	604	2,000	-58.33%
3-7-3100200-3150 Gallery Program Fees	500	0	0	0	-100.00%
3-7-3100200-3152 Gallery Commission Fees	7,500	5,829	792	1,500	-80.00%
3-7-3100200-3160 Photocopier Fees	8,000	6,574	1,146	2,000	-75.00%
3-7-3100200-3162 Research Fees	500	168	27	0	-100.00%
3-7-3100200-3164 Friends Books Store	16,000	17,528	7,072	9,000	-43.75%
3-7-3100200-3168 Other Sales	1,000	6,815	18	0	-100.00%
3-7-3100200-3170 Cash Over & Short	0	1	0	0	
TOTAL USER FEES	85,000	83,008	18,501	32,500	-1

REVENUE	2019 Budget	2019 Actuals	2020 YTD Actual	2020 Budget	% Change
DONATIONS REVENUE					
3-7-3100300-3300 Donations - General	3,500	2,564	185	1,000	-71.43%
3-7-3100300-3305 Donations - Gallery	2,000	1,208	798	1,000	-50.00%
3-7-3100300-3310 Donations - Painting Sponsors	500	234		0	-100.00%
TOTAL DONATIONS REVENUE	6,000	4,006	983	2,000	-66.67%
3-7-3100400-3200 Interest Income - General	0	0		0	
3-7-3100400-3205 Interest Income - Trust	2,000	12,009		3,000	50.00%
TOTAL INVESTMENT INCOME	2,000	12,009	0	3,000	1
3-7-3100600-3910 Library Inventory Sales	500	145	83	500	0.00%
3-7-3100500-7101 Archives Occupancy Contribution	23,000	21,527		20,000	-13.04%
3-7-3100500-3999 Development Charge Funds	25,000	25,000		50,000	100.00%
3-7-3100500-7100 Other Revenue	0	0		0	
TOTAL OTHER REVENUE	48,500	46,672	83	70,500	0
RESERVE FUND TRANSFERS					
3-7-3100800-4999 Transfer from Reserves	5,000	27,468		12,000	140.00%
TOTAL RESERVE FUND TRANSFERS	5,000	27,468	0	12,000	1
3-7-3100900-3900 Trust Funds	2,000	2,106		1,000	-50.00%
TOTAL TRUST FUNDS	2,000	2,106	0	1,000	-1
TOTAL REVENUE	2,473,500	2,516,149	567,460	2,418,000	-2.24%

EXPENDITURE	2019 Budget	2019 Actuals	2020 YTD Actual	2020 Budget	% Change
LIBRARY LABOUR - REGULAR					
3-8-3100100-0010 Library Service - Salaries & Wages	1,465,000	1,428,061	489,188	1,515,000	3.41%
3-8-3100100-0010 Sick Leave Payout	5,000	2,200	0	5,000	0.00%
3-8-3100100-0020 Library Service - Benefits	225,000	213,154	98,376	235,000	4.44%
3-8-3100100-0030 Library Service - Pensions	155,000	145,856	54,555	150,000	-3.23%
3-8-3100100-0990 Library Service - Recovered	-2,000	-69		-2,000	0.00%
TOTAL LIBRARY LABOUR - REGULAR	1,848,000	1,789,202	642,119	1,903,000	0
LIBRARY LABOUR - SUMMER					
3-8-3100150-0010 Library Summer - Labour	7,500	7,644	0	0	-100.00%
3-8-3100150-0020 Library Summer - Benefits	300	345	0	0	-100.00%
3-8-3100150-0030 Library Summer - Pensions	200	335	0	0	-100.00%
TOTAL LIBRARY LABOUR - SUMMER	8,000	8,324	0	0	-100.00%
GALLERY OPERATION					
3-8-31001660-3501 Gallery Operation	4,000	2,780	341	2,000	-50.00%
3-8-3100160-3502 Painting Cleaning	2,000	2,235	695	1,000	-50.00%
TOTAL GALLERY OPERATION	6,000	5,015	1,036	3,000	-50.00%
Cost of sales - Inventory	200	181	0	0	-100.00%
LIBRARY MATERIALS - BOOKS					
3-8-3200100-3001 Books - Adult Audio Fiction	9,000	9,535	1,205	0	-100.00% discontinue - moved
3-8-3200100-3010 Books - Adult Audio Non-Fiction	2,500	2,051	485	0	-100.00% discontinue - moved
3-8-3200100-3005 Books - Adult Fiction	30,000	32,033	10,000	20,000	-33.33%
3-8-3200100-3010 Books - Adult Non Fiction	22,000	23,832	5,758	15,000	-31.82%
3-8-3200100-3011 Books - Overdrive eBooks	12,000	15,182		0	-100.00% discontinue - moved
3-8-3200100-3015 Books - Adult French	1,000	1,322	0	500	-50.00%
3-8-3200100-3030 Books - Children Fiction	11,000	11,180	2,060	5,000	-54.55%
3-8-3200100-3031 Books - Children Non-Fiction	10,000	9,691	2,462	4,000	-60.00%
3-8-3200100-3032 Books - Children Picture	11,000	10,415	1,420	5,000	-54.55%
3-8-3200100-3035 Books - Children French	1,000	994		500	-50.00%
3-8-3200100-3038 Books - Children Audio	500	391	96	0	-100.00% discontinue - moved
3-8-3200100-3050 Books - Young Adult	7,000	8,156	1,075	3,500	-50.00%
3-8-3200100-3051 Books - Adult Multilingual	500	809		0	-100.00%
3-8-3200100-3070 Books - Children Multilingual	500	260		0	-100.00%
3-8-3200100-3071 Books - Large Print	7,500	8,900	4,500	6,000	-20.00%
3-8-3200100-3075 Books - Literacy	500	532		500	0.00%
3-8-3200100-3095 Processing & Binding Supplies	6,000	12,910	526	3,000	-50.00% moving some to new circ
TOTAL LIBRARY MATERIALS - BOOKS	132,000	148,193	29,587	63,000	-1 supplies budget

EXPENDITURE	2019 Budget	2019 Actuals	2020 YTD Actual	2020 Budget	% Change
LIBRARY MATERIALS - PERIODICALS					
3-8-3200150-3451 Newspapers	1,500	1,763	611	1,500	0.00%
3-8-3200150-3455 Periodicals	4,500	4,411	89	4,000	-11.11%
TOTAL LIBRARY MATERIALS - PERIODICALS	6,000	6,174	700	5,500	0
LIBRARY MATERIALS - CD					
3-8-3200200-3135 CD - Children Music	1,000	1,595	235	0	-100.00% discontinue - moved
TOTAL LIBRARY MATERIALS - CD	1,000	1,595	235	0	-100.00%
LIBRARY MATERIALS - DISC MEDIA					
3-8-3200250-3201 CD Audiobooks (formerly DVD adult feature)	28,000	27,655	5,955	8,000	-71.43% change
3-8-3200250-3230 DVD Movies (formerly DVD children)	8,000	8,119	20	16,000	100.00% change
3-8-3200250-3280 CD Music (formerly DVD Adult documentary)	3,000	3,520	523	500	-83.33% change
TOTAL LIBRARY MATERIALS - DVD	39,000	39,294	6,498	24,500	-37.18%
LIBRARY MATERIALS - TOTAL PHYSICAL COLLECTIONS	178,000	195,256	37,020	93,000	
LIBRARY MATERIALS - ELECTRONIC RESOURCES					
3-8-3200270-3379 Research Databases (formerly electronic database)	23,000	16,090	24,400	20,000	-13.04% 2020 YTD includes Kanopy and hoopla, will be moved
Overdrive			12,130	15,000	new
Hoopla (formerly in Hastinet)			7,368	35,000	new
Kanopy			692	4,000	new
TOTAL LIBRARY MATERIALS - ELECTRONIC	23,000	16,090	44,590	74,000	221.74%
LIBRARY MATERIALS - MICROFILM					
3-8-3200300-3401 Microfilm (formerly microfilm/ patron cards)	4,000	3,654		2,500	-37.50%
Circulation supplies (library cards, barcodes, stickers, tags)				2,000	new
TOTAL LIBRARY MATERIALS - MICROFILM	4,000	3,654	0	4,500	12.50%
TOTAL COLLECTION BUDGET	205,000	215,000	81,610	171,500	-16.34%
LIBRARY MATERIALS - PROGRAMS					
3-8-3300100-0220 Programs (formerly Programs - CYRS)	3,500	4,463	1,300	3,000	-14.29% change (consolidate)
3-8-3300100-0224 Programs - Author Readings	1,500	230	0	0	-100.00% discontinue
3-8-3300100-0227 Programs - Info Services	1,000	2,168	264	0	-100.00% discontinue
TOTAL LIBRARY MATERIALS - PROGRAMS	6,000	6,861	1,564	3,000	-50.00%

EXPENDITURE	2019 Budget	2019 Actuals	2020 YTD Actual	2020 Budget	% Change
FACILITY OPERATION					
3-8-4000100-0040 Facility - Heat	26,500	18,138	7,299	21,000	-20.75%
3-8-4000100-0041 Facility - Hydro	95,000	91,000	14,217	85,000	-10.53%
3-8-4000100-0042 Facility - Water	5,000	3,360	634	3,000	-40.00%
3-8-4000100-0043 Facility - Sewer	3,000	2,371	437	2,000	-33.33%
3-8-4000100-0080 Facility - Repairs & Maintenance	35,000	42,279	3,727	30,000	-14.29%
3-8-4000100-0082 Facility - Maintenance Supplies	15,000	10,849	665	10,000	-33.33%
3-8-4000100-0086 Facility - Security System	1,000	1,370		1,500	50.00%
3-8-4000100-0087 Facility - Service Agreements	30,000	24,526	10,076	25,000	-16.67%
3-8-4000100-0955 Facility - Property Taxes	2,500	2,378		2,500	0.00%
TOTAL FACILITY OPERATION	213,000	196,271	37,055	180,000	-15.49%
ADMINISTRATION					
3-8-4500100-0050 Administration - Telephone	4,000	4,515	468	3,500	-12.50%
3-8-4500100-0051 Administration - Internet	3,000	2,698	671	3,000	0.00%
3-8-4500100-0060 Administration - Office Supplies	6,000	5,961	1,075	4,000	-33.33%
3-8-4500100-0063 Administration - Security Services (formerly secure courier)	1,000	890	5,085	11,000	1000.00%
3-8-4500100-0061 Administration - Postage	2,000	4,802	77	3,000	50.00%
3-8-4500100-0090 Administration - Insurance	7,500	7,730	0	8,000	6.67%
3-8-4500100-0110 Administration - Travel and meal expenses (formerly Travel)	3,000	2,171	1,771	3,500	16.67%
3-8-4500100-0111 Administration - Staff Recognition	2,000	2,705	500	1,500	-25.00%
3-8-4500100-0120 Administration - Advertising & Promotion	5,000	7,712	1,374	3,500	-30.00%
3-8-4500100-0150 Administration - Contingency		4,918		0	
3-8-4500100-0180 Administration - Furniture & Equipment	6,000	46,640	2,348	3,500	-41.67%
3-8-4500100-0190 Administration - Staff Training	9,000	10,512	3,000	5,000	-44.44%
3-8-4500100-0210 Administration - Memberships	2,500	3,748	332	2,500	0.00%
3-8-4500100-0510 Administration - IT Contract Fee (formerly equip)	50,000	53,120		25,000	-50.00%
Administration - IT Equipment			5,000	8,000	new
3-8-4500100-0516 Administration - Web Site	1,000	559	549	1,000	0.00%
3-8-4500100-0520 Administration - Consulting Fees EAP	2,000	1,306	0	2,000	0.00%
3-8-4500100-0530 Administration - Legal	4,000	3,225	2,688	4,000	0.00%
3-8-4500100-0540 Administration - Audit	6,000	4,274	4,300	6,000	0.00%
3-8-4500100-0550 Administration - Photocopying	8,000	9,703	7,000	10,000	25.00%
3-8-4500100-0567 Administration - Meeting Expense	1,000	1,475		500	-50.00%
3-8-4500100-0720 Administration - Bank Charges	1,500	1,308		1,500	0.00%
TOTAL ADMINISTRATION	124,500	179,972	36,238	110,000	-11.65%

EXPENDITURE	2019 Budget	2019 Actuals	2020 YTD Actual	2020 Budget	% Change
3-8-4600150-0925 Award - Delaney Award	300	0	0	0	-100.00%
HASTINET					
3-8-5000100-0010 Hastinet - Labour	9,500	12,298	3,461	10,500	10.53%
3-8-5000100-0020 Hastinet - Benefits	2,000	2,057	723	2,500	25.00%
3-8-5000100-0030 Hastinet - Pensions	500	769	265	1,000	100.00%
3-8-5000100-0061 Hastinet - Courier Service	14,000	14,367	2,526	15,000	7.14%
3-8-5000100-0087 Hastinet - Contract	25,000	27,988	8,904	24,000	-4.00%
3-8-5000100-0511 Hastinet - IT Software/Hardware	0	1,613	480	9,000	Bibliotheca support / licencing (RFID system)
3-8-5000100-0517 Hastinet - Electronic Resources	42,000	45,612	0	0	
3-8-5000100-0540 Hastinet - Audit Fees	2,000	3,130	1,600	3,000	50.00%
3-8-5000100-9900 Hastinet - Recovered	-47,500	-47,932	-32,500	-31,58%	discontinue, separating hoopla from QW
TOTAL HASTINET	47,500	59,902	17,959	32,500	-31.58%
LIBRARY FUND					
3-8-6000100-0830 Transfer - Sick Leave Payout Reserve	5,000	5,000		5,000	0.00%
3-8-6000100-0983 Transfer - Equipment Reserve	0	20,000	0	0	
3-8-6000100-0984 Transfer - Capital Reserve	10,000	10,000		10,000	0.00%
TOTAL TRANSFERS TO RESERVES	15,000	35,000	0	15,000	0.00%
TOTAL EXPENDITURES	2,473,500	2,495,728	817,581	2,418,000	-2.24%
SURPLUS / (DEFECIT)	0	20,421	-250,121	0	



CITY OF BELLEVILLE
POLICE SERVICES BOARD

Loyalty - Tradition - Progress

April 17, 2020

93 Dundas Street East
Belleville, Ontario
K8N 1C2

(613) 966-0882 Administration
(613) 966-2701 Fax

Ms. Carol Hinze, CPA/CGA
Director of Finance/Treasurer
The Corporation of the City of Belleville
169 Front Street
Belleville, Ontario K8N 2Y8

Dear Ms. Hinze:

Re: Belleville Police Service 2020 Operating Budget

This is to advise that the Belleville Police Services Board at its April 16, 2020 General Meeting approved the following resolution.

“THAT the Belleville Police Services Board approve and forward the 2020 Belleville Police Service Operating Budget to City Council for consideration during its upcoming Budget deliberations, and;

THAT Chair Jack Miller, Chief Ron Gignac and Deputy Chief Mike Callaghan be authorized to present the 2020 Operating Budget to City Council.”

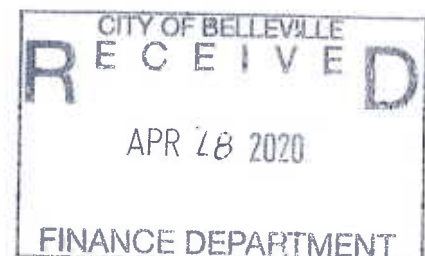
Please find attached a copy of the 2020 Belleville Police Service Operating Budget and related background information.

Yours truly,

Jack Miller
Chair
Belleville Police Services Board

Attach.

pc: Chief Gignac
Deputy Chief Callaghan



RONALD J. GIGNAC
CHIEF OF POLICE



93 DUNDAS ST E.
BELLEVILLE, ON
K8N 1C2

MICHAEL T. CALLAGHAN
DEPUTY CHIEF

P. 613 966 0882
F. 613 966 2701

In Camera: **NO**

Date: March 2020

Chair Miller and members of the board;

Subject: 2020 Operating Budget

Chief's recommendation: That the Board review and pass the budget as presented within the attached PowerPoint and spreadsheet documentation.

Information factors:

The 2020 operating budget for the Belleville Police has been cut, and not increased in many areas to offset the obligatory impositions directed upon us. These obligatory expenses are affixed within the attached power point presentation and explained in detail.

Obligatory Impositions alone for 2020 cost the Force a 6.5 % increase, yet we have been able to reduce and present a 6.3% increase for the boards review.

The 2021 budget for operating expenses is forecast to be better as this specific year has been increased due to the loss of Provincial Funding, loss of other revenue, and WSIB surcharges and premium increases. This will not be the case in 2021.

The Belleville Police Services' overall budget is leaner and less expensive than any of our comparator Police organizations of our size in the Province.

End of Report

A handwritten signature in blue ink, appearing to be 'R. Gignac', is written over the 'End of Report' text.

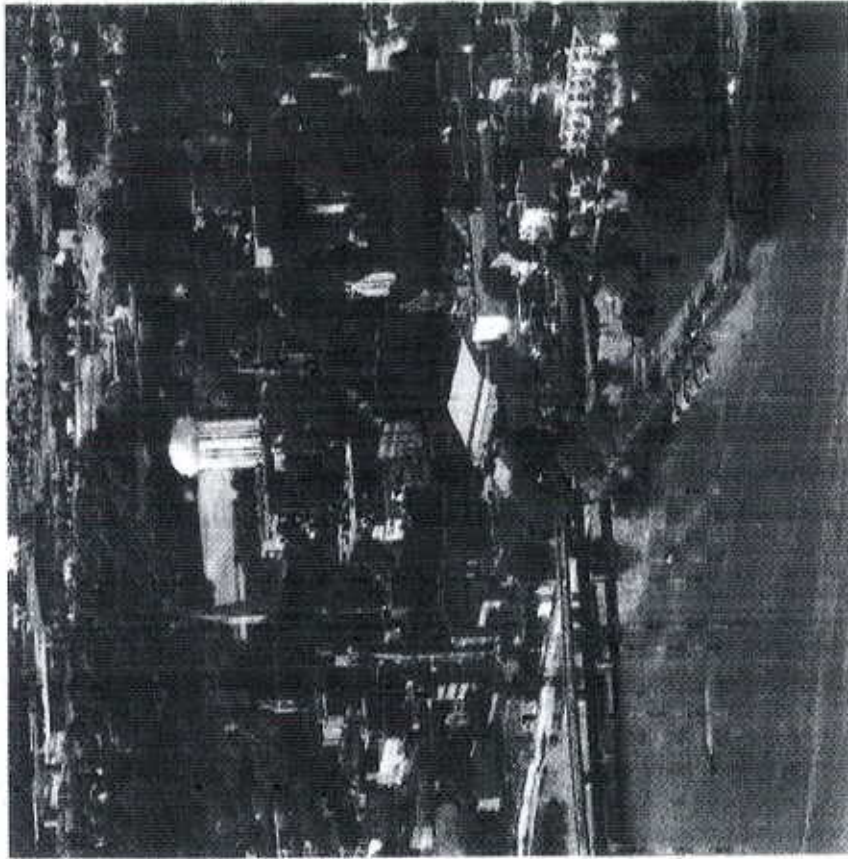
Ron Gignac
Chief of Police

Public Safety Operations Budget 2020

"Belleville, The Safest Community in Ontario"



We are a growing and vibrant Municipality with an increase to population, growth, business, and development. The Police Force must also grow to meet the needs and expectations of our citizens and respond to the needs of our City.



ID

Obligatory Impositions upon the 2020 budget (Non negotiable items)

- 1% (.98%) of overall budget-\$176,791 for increase in WSIB premiums (was a maximum of \$2,917 in 2019, 2020 maximum is \$4,102, a 41% increase)
- 1% (.89%) of overall budget-\$160,447.00 WSIB surcharge applied to the Police budget for 2020.
- .5% of overall budget-POA police portion reduced by County of Hastings \$105,840 from \$201,813.
- 1% (.93%) of overall budget-\$166,821 for additional civilian staffing in Court Security
- 1.8% of overall budget-\$324,016 for reclassifications (contractual requirement)
- .4% of overall budget-\$72,000 loss of provincial funding through grants
- .4% of overall budget-\$66,300 increase for retirement incentives and sick bank payouts (contractual requirement)
- \$30,000 for additional custodial staffing, start date after July 1st, 2020 (health and safety)
- \$21,009 for increase in CPP premiums
- \$20,673 for experience pay adjustments (contractual requirement)
- \$5,000 increase for vehicle insurance levied by the City based on 2019 actuals
- \$5,000 for one additional radio approved by the PSB
- .5% of overall budget
- Without adding a cent anywhere to the police operations budget for 2020, we are at a 6.5 percent increase for the obligatory impositions identified above.

Factors affecting the 2020 Budget

Impositions (external forces) - Solutions

- Courses and training costs- A 40% increase in Ontario Police College course fees for 2020. This equated to a 39% increase to the overall training budget in 2019 due to the previous 3 year increased fee schedule of 50%. We have cut some training because of the exponential rise in course and training costs.
- Information technologies- Increase's in all annual licensing for our Service from telephones, to servers, to our multifaceted required communications and technology requirements that are required and legislated. We were able to deflect many costs or negotiate better deals with reductions in costs in preparation for the NG911.
- WSIB premium increases and surcharge for 2020- We have been handed a 41% increase to our WSIB premiums as have all police employers in Ontario. This is an increase of \$176,791.00 or a 1% budget hike in 2020 just for annual premium increases.
- Further to that massive increase is a whopping WSIB NEER (new experimental experience rating) surcharge imposed upon the police service for our claims that is \$160, 447.55. This equates to another 1% to the 2020 operations budget.

Belleville, the safest Community in Ontario

Points of fact- 2020 budget

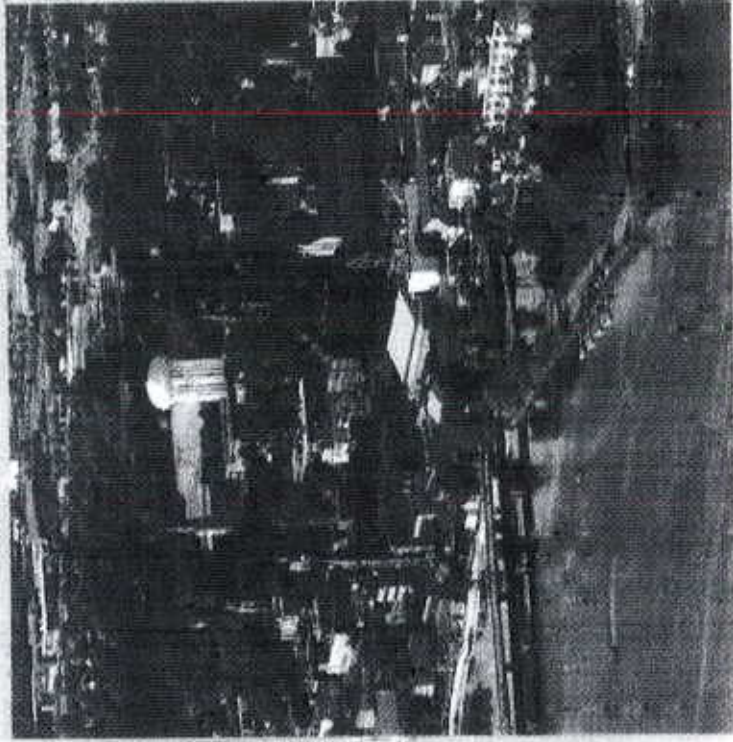
- We serve the public far above and beyond the 24,300 dispatched incidents that we responded to in 2019. An 11.6% increase from 2018. Police plan, organize, and provide extra police and public safety resources to 39 formal community special events, functions, and parades. This cost approximately two hundred thousand dollars. A vast number of police service personnel volunteer (unpaid) to be at these events. (Senior officers, auxiliary unit, court security unit, community police volunteer unit, officers, civilian employees on days off).
- Investigations, interviewing, case complexity, judicial authorizations, court trial preparation, and legislative requirements for any case has risen. The time, expertise, specialty training, and investigative expertise required often involves international and interagency collaboration when you factor in ICE, Child Pornography, Human smuggling and trafficking, and homicide investigations as an example.
- Belleville has not yet received Provincial or Federal Government funding for NG911 requirements thus increasing our operational requirements for IT funding- I have not increased the budget for 2020, yet every billed person in this Province has had a 911 surcharge affixed to their bills that was earmarked to pay for the NG911. We've not seen a penny of that earmarked money as of yet to offset our costs in this realm.
- The workloads upon our officers are higher than ever before. Expectations exceed what we are able to do based upon limited personnel staffing resources.
- No increases and some decreases in 2020 budget for travel, fuel, heat, electricity, water, telephone system, office supplies, postage, photocopy services, travel, memberships.

Financial Revenue offset plan for our Budgets

Donations -Hard work

- 2 Segways for enhanced patrol Downtown and all waterfront trails and parks
- Respirators, motorcycle, ALPRS, vehicle
- Health IM funding
- Radar units, LIDAR units- alcohol and drug testing devices, community policing donations
- K-9 unit- animal purchase, Kevlar vests, food, veterinarian services, other ancillary unit equipment, vehicle
- Community room donations for the new Headquarters, equipment for quartermaster stores.
- OLG shoreline- City partnership funding stream.
- In the past three years, we have received \$390,000.00 in donated capital items from our Community donors. Thank you for making a public safety difference in our Region.

Thank You for your support



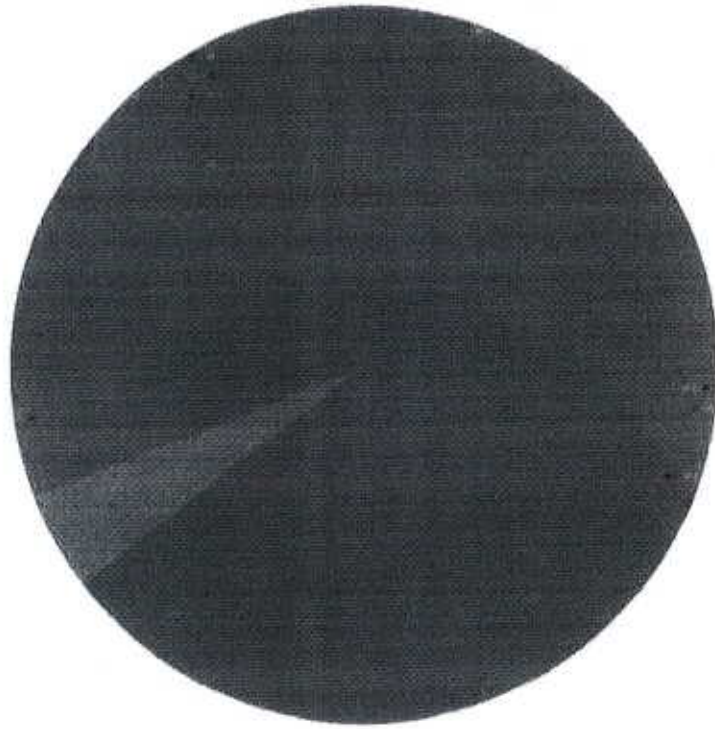
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2020 Public Safety Budget Impacts

- Collective agreement salaries (87-94% of our operating budget) reclassifications, pension contributions, WSIB premiums, benefits.
- The Provincial Government changed the grant funding model for Police Services which ushered in a cut of \$72,000.00.
- A new and larger facility- We have considered this into this 2020 budget- one custodial staff increase.
- The Canadian Dollar versus American (73-76 cents), shipping rates, CBSA customs fees.
- Court Security- In 2019 by the end of the year, we were approved to hire 3 special constables and increase the size of the offender transportation and court security unit due to extra criminal courts operating along with additional security screening/offender transport, and courtroom security. \$166,000 impact or 1% to our 2020 budget. Our court security unit is extremely busy and statistics are growing due to increased courtrooms in operation since Oct 2019.



Budget

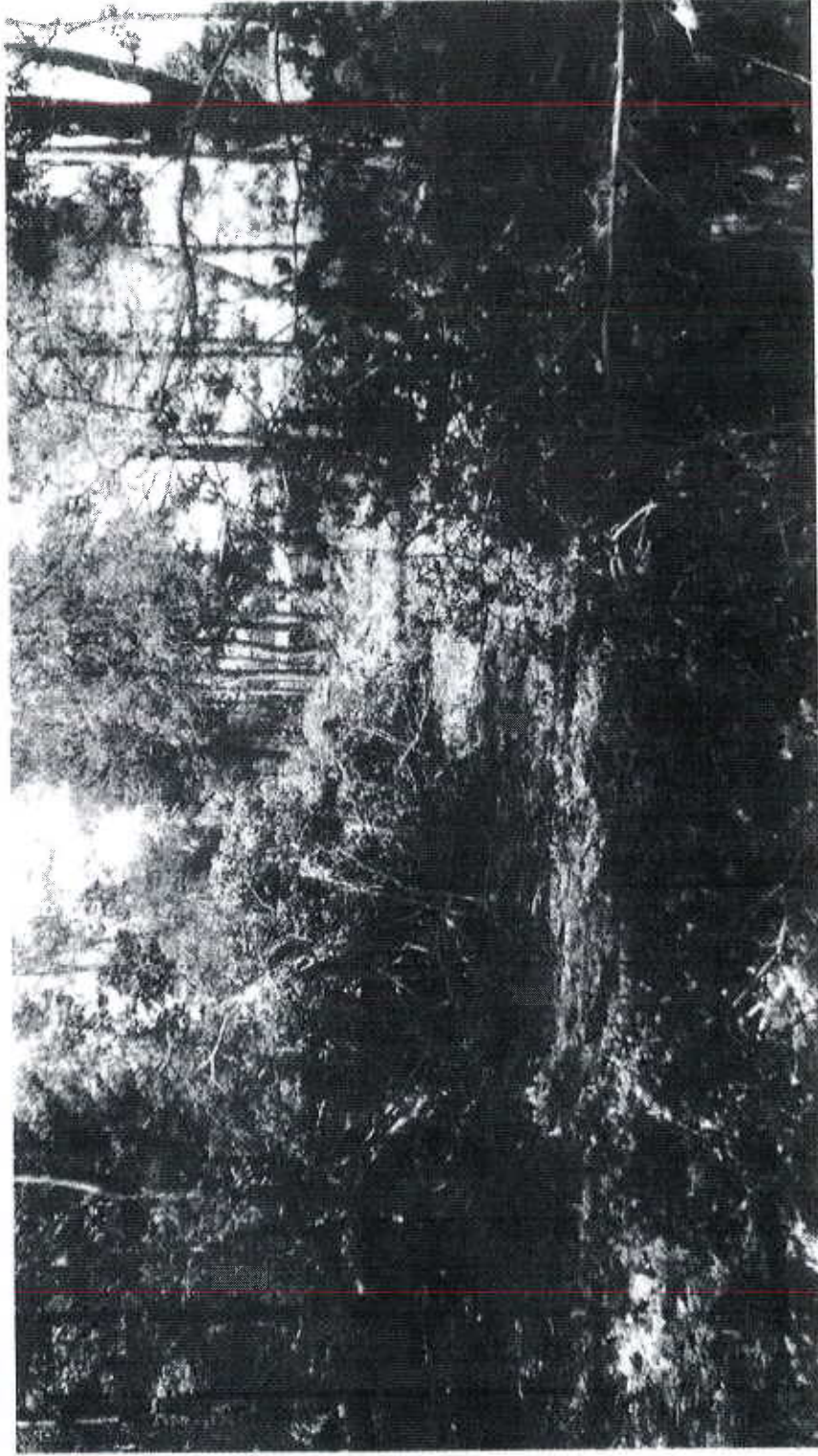


- Operating
- Capital
- Facility reserve

Public Safety Budget - Pie slice allocations

- **Operating expenses:** - 87%-94% (dependant upon overtime/mid year retirements etc.) salaries, office supplies, recurring items such as ammunition, courses, training, FIS chemicals, fuel, repairs to fleet, mental health and wellness training, mandated training, WSIB premiums, benefits, etc.
- **WSIB:** Another 2% added to our budget from WSIB surcharges and annual premium increases in 2020.
- **Facility Reserve:** 1,000,000.00 or 5.3% of the operating budget. Since 2013, the one million dollar figure is affixed to the police budget for construction and building costs. In moving forward for the 2021 budget cycle, I would like to see the facility reserve eliminated from the Police Service operating budget.

Budget reduction measures for 2020-2021



Budget reduction measures for 2020-2021

- **Fleet vehicle tires-** In the past we have purchased, maintained, and incurred costs for staffing and change over costs when in came to safe snow tires and summer tire rotations. The costs are necessary as we respond in all weather, at all times, in all sorts of various road and drive lane conditions. We are moving to a one tire solution that encompasses a winter tire that is driven for 12 months. Proven effective and safe and approved. This solution will save on 300 human resource hours, changes twice per year, eliminate the purchase of 120 tires every twenty four months, and massively reduce costs for balancing and changing fleet tires.
- We experience lengthy waiting periods over years in returning our employees who are off work-back to work. We have employed a focused strategy on reducing this wait time as we have our sworn staff off on medical leave. If we can reduce this gap by half in 2020, we would save \$470,000.00 in our budget for 2021. The WSIB Executive, case management, and our HR is working quickly upon files to help our officers and staff return to work where possible.
- BOS course, Wounded Warriors Canada seeing 12 of our wellness team attend a WWC funded BOS (before occupational stress) training here in Belleville to better prepare our front line, investigative and civilian team members to be able to recognize and intervene prior to cumulative stress takes effect. It is a \$19,000.00 course. We are receiving this at no cost here in Belleville.
- Our Canada Life insurance benefits have a ZERO percent increase for the 2020 budget, even with our supplemental staffing since 2017. Decisions made in 2017-2019 were key to achieving this hallmark for our 2020 budget.



• Immediate reductions in most operating categories we have control over which is only about 10% of the entire budget. Reductions have been implemented in the following areas;

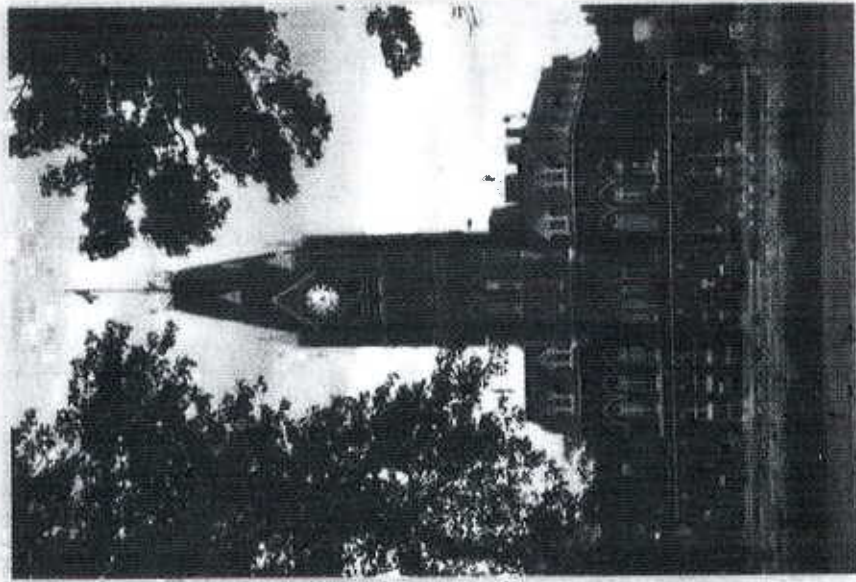
- Executive services travel,
- Presentations,
- Heating,
- Electricity,
- Services Division travel,
- Building repairs and maintenance,
- Vehicle insurance by reducing the fleet by one,
- Vehicle expenses due to tires, and a fleet reduction by one,
- Prisoner meals (release procedures),
- Training,
- Special investigations,
- Records management,
- Clothing and equipment, and
- Telephone and fax lines.

Obligatory Impositions (Non negotiable)

- 1% (.98%) of overall budget-\$176,791 for increase in WSIB premiums (was a maximum of \$2,917 in 2019, 2020 maximum is \$4,102, a 41% increase)
- 1% (.89%) of overall budget-\$160,447.00 WSIB surcharge applied to the Police budget for 2020.
- .5% of overall budget-POA police portion reduced by County of Hastings \$105,840 from \$201,813.
- 1% (.93%) of overall budget-\$166,821 for additional civilian staffing in Court Security
- 1.8% of overall budget-\$324,016 for reclassifications (contractual requirement)
- .4% of overall budget-\$72,000 loss of provincial funding through grants
- .4% of overall budget-\$66,300 increase for retirement incentives and sick bank payouts (contractual requirement)
- \$30,000 for additional custodial staffing, start date after July 1st, 2020 (Health and safety)
- \$21,009 for increase in CPP premiums
- \$20,673 for experience pay adjustments (contractual requirement)
- \$5,000 increase for vehicle insurance levied by the City based on 2019 actuals
- \$5,000 for one additional radio approved by the PSB
- .5% of overall budget
- Without adding a cent anywhere to the police operations budget for 2020, we are at a 6.5 percent increase for the obligatory impositions identified above.

Maintaining- Building-Modifying-Perpetual Improvement

Loyalty, Tradition, Progress



2020 costs and challenges

- Mental Health and wellness in the Belleville Police Service- training costs/operational callouts and debriefings. So often- as police- our focus is upon ensuring the safety and security of the communities we serve. It is also important to care for ourselves physically, emotionally, and mentally. The cumulative stress, physical abnormality manifestations, and higher rates of mental and emotional trauma disorders affecting police officers when compared to society is very high.
- In this years budget I am allocating more funding for the R2MR next generation training, peer support, trauma support, safeguarding, and wellness for all employees and their family members. With 15% of my staff off on medical leave absences now, this cannot come soon enough.
- Safeguarding- \$847.00 per officer.
- Staffing shortages. Our call volume for dispatched calls hit 24,300 in 2019. A 3,000 call increase from 2018 alone is a 12.5% increase in call volume. Our city is growing in population and is a Regional catchment area. When officers are burned out and have to take medical leave, overtime costs and burnout of remaining officers is prevalent and begins a cycle. In 2015 we had 2 officers off work. In 2020 we have 9 police officers off, and 5 civilians off.
- Mental health, drug, and homeless vagrant calls for service increasing exponentially. It is a very demanding level for our officers every day and night 24/7.

Police Officers- Special Constables- Police staff

Policing is dangerous work, and the danger lurks not on the streets alone. The pressures of law enforcement put officers at risk for high blood pressure, insomnia, increased levels of destructive stress hormones, heart problems, post-traumatic stress disorder (PTSD) and suicide, University of Buffalo researchers have found through a decade of studies of police officers.

Policing is a psychologically stressful work environment filled with danger, sustained negative working environments, high demands, ambiguity in work encounters, human misery and repeated exposure to death. Data shows that 23 percent of male and 25 percent of female officers reported more suicidal thoughts than the general population (13.5 percent).

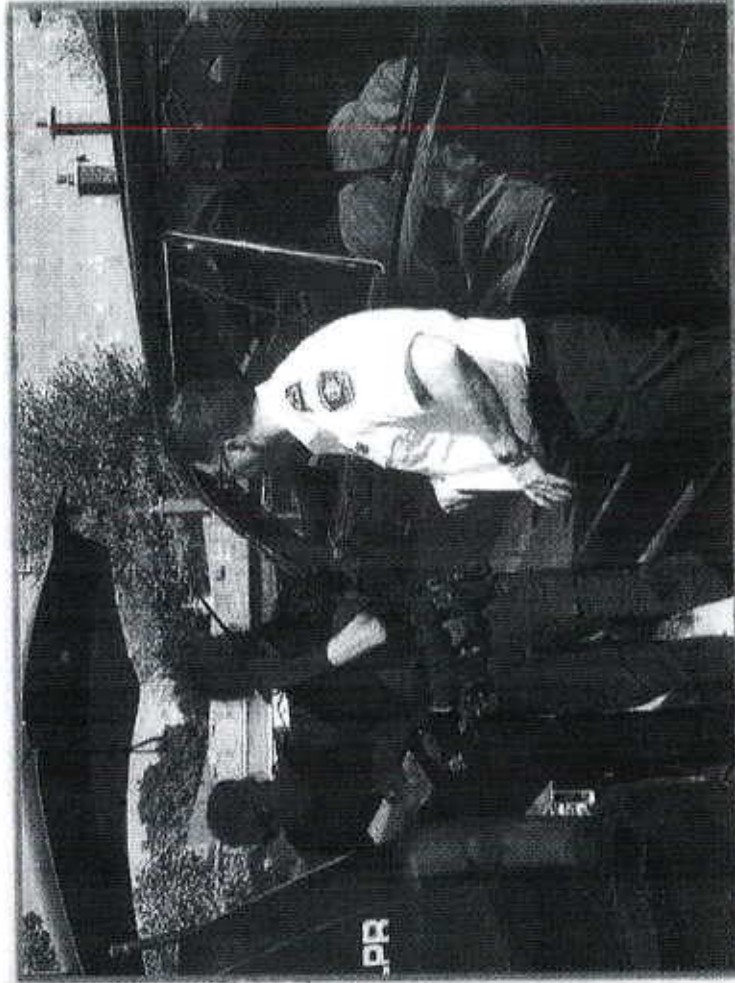
In a previous National study involving police officers, suicide rates were three times higher in police than in other municipal workers. Intervention and training, and wellness support is necessary to help officers and staff deal with this difficult and stressful occupation. How else can we survive 30 years of police work. Occupational stress injuries can take a horrible toll on Police. "Dangerous work, staff shortages, and work related stresses are combining to create an unprecedented numbers of officers off-duty to the point that one in every five OPP officers is off on some form of leave". (Globe and Mail March 10th 2020).

We have no area to cut, and have held the line from 2019, and have implemented reductions. By not adding to the 2020 operations budget with the host of impositions we've had to manage for training, courses, travel, fuel, memberships, etc.- We have in fact -cut the 2020 budget in many areas.

We need Provincial and federal funding for police Forces across Canada. Thanks go out to our Citizens for their steadfast and continued support. We could not be as effective as we are without the superb relationships we have with our citizens. We've been given some lemons this year, but perseverance, hard work, effort, vision and passion will deliver lemonade.

Closing remarks

- Combined Forces operations and event cost savings.
- Shared services networks and cost savings.
- Enhanced collaboration with partners- CISO, FBI, Paramedics, Fire, public works, police agencies, local business, military, Provincial, Federal partners.
- Speciality Unit interoperability and combined forces efforts.
- We have the lowest budget when compared to all of our competitor police services in the Province.
- We had the greatest statistical reduction in violent crime in all of Canada in 2018.



Questions?

City of Belleville
2020 Budget
Protective Services
Police Services

	2017 Actual	2018 Actual	2019 Actual YTD	2020			Final	% + or (-)
				Base Budget	Admin. Transfers	Management Recommendation		
7000100								
POLICE SERVICES								
REVENUE								
7000100-00-0145	\$ 204,851	\$ 197,066	\$ 200,000	\$ -			\$ -	-100.00%
7000100-00-0155	26,944	30,705	32,949	29,000			29,000	0.00%
7000100-0156	47,383	51,663	41,519	43,300			43,300	0.00%
7000100-0269	15,568	28,955	15,471	15,600			15,600	0.00%
7000100-0301	10,310	7,410	7,500	14,900			14,900	0.00%
7000100-0306	43,653	51,356	12,839	51,300			51,300	-100.00%
7000100-0310	980,784	1,144,248	1,345,904	1,345,900			1,371,540	1.91%
7000100-0312	62,059	73,343	67,701	73,700			73,700	0.00%
7000100-0313	9,150	7,050	5,900	8,400			8,400	0.00%
7000100-0330	1,888	1,917	1,958	1,800			1,950	8.33%
7000100-0331	175,000	195,000	161,657	131,500			161,500	22.81%
7000100-0343				195,000			102,300	-47.54%
7000100-0350							188,000	
	\$ 1,577,590	\$ 1,788,713	\$ 1,893,399	\$ 2,110,400	\$ (100,210)	\$ -	\$ 2,010,190	-4.75%
7000101								
7000101-0173	\$ 105,088	\$ 120,364	\$ 135,787	\$ 118,100	\$ 25,000		\$ 143,100	21.17%
7000101-0311	57,923							
7000101-0321	1,200	1,200	1,200	1,200			1,200	0.00%
	\$ 164,211	\$ 121,564	\$ 136,987	\$ 119,300	\$ 25,000	\$ -	\$ 144,300	20.96%
	\$ 1,741,800	\$ 1,910,277	\$ 2,030,385	\$ 2,229,700	\$ (75,210)	\$ -	\$ 2,154,490	-3.37%
TOTAL POLICE SERVICES REVENUE								
EXPENDITURES								
ADMINISTRATION								
1-8-7000360-0040	\$ 13,916	\$ 13,206	\$ 12,161	\$ 13,500	\$ (4,000)		\$ 9,500	-29.63%
1-8-7000360-0041	68,949	65,416	72,414	58,600	(3,600)		55,000	-6.14%
1-8-7000360-0042	1,260	1,309	1,538	2,400			2,400	0.00%
1-8-7000360-0043	765	794	984	2,800			2,800	0.00%
1-8-7000360-0050	111,772	139,447	105,222	109,000	(1,500)		107,500	-1.38%
1-8-7000360-0055	18,241	21,451	22,524	22,300			22,300	0.00%
1-8-7000360-0060	22,242	24,581	28,619	22,500			22,500	0.00%
1-8-7000360-0061	6,473	6,654	6,759	8,100			8,100	0.00%
1-8-7000360-0060	42,226	45,141	45,092	41,200	4,000		45,200	9.71%
1-8-7000360-0091	185,102	30,146	2,745					
1-8-7000360-0030		372						
1-8-7000360-9999								
	\$ 470,946	\$ 348,517	\$ 298,058	\$ 280,400	\$ (5,100)	\$ -	\$ 275,300	-1.82%

City of Belleville
2020 Budget
Protective Services
Police Services

	2017		2018		2019		2019		2020		Final	% + or (-)
	Actual	Actual	Actual	Actual YTD	Budget	Base Budget	Admin Transfers	Management Recommendation	Issues	Base Adjustments		
SUPPORT SERVICES												
7000361												
1-8-7000361-0010	\$ 1,990,998	\$ 2,150,971	\$ 2,744,921	\$ 2,643,000	\$ 98,900	\$ 2,741,900				\$ 2,741,900	\$ 2,741,900	3.74%
Salaries	306,277	379,639	443,940	398,500	61,100	459,600				459,600	459,600	15.33%
Benefits	240,295	252,646	374,341	370,700	(24,000)	346,700				346,700	346,700	-6.47%
Pensions	373,049	280,761	236,114	237,000	(6,000)	231,000				231,000	231,000	-2.53%
Vehicle Expense	-	116,417	164,131	115,000	-	115,000				115,000	115,000	0.00%
Vehicle Fleet - Fuel	74,543	80,765	76,448	72,400	(5,000)	72,400				72,400	72,400	0.00%
Vehicle Insurance	83,289	92,815	94,021	40,900	-	35,900				35,900	35,900	-12.22%
Building Repairs & Maintenance												
Emergency Facility Needs												
1-8-7000361-0081	235,129	321,605	264,023	243,500	(2,500)	241,000				241,000	241,000	-1.03%
Clothing & Equipment	4,411	8,044	7,248	2,500	-	2,500				2,500	2,500	0.00%
Travel & Memberships	87,567	133,454	136,122	91,300	(1,300)	90,000				90,000	90,000	-1.42%
Training	751	320	16	-	-	-				-	-	-
Interest on Vehicle Loans	6,708	7,139	1,223	55,300	5,000	60,300				60,300	60,300	9.04%
Principal on Vehicle Loans	50,126	59,076	52,317	235,000	(9,000)	226,000				226,000	226,000	-3.83%
Radio Expense	122,482	232,919	219,048									
Records Management												
1-8-7000361-0511												
Transferred to Fixed Assets	\$ 3,575,625	\$ 4,116,571	\$ 4,813,914	\$ 4,505,100	\$ 117,200	\$ 4,622,300	\$ -	\$ -	\$ -	\$ 4,622,300	\$ 4,622,300	2.60%
SERVICES DIVISION												
7000362												
1-8-7000362-0010	\$ 2,346,682	\$ 2,576,370	\$ 2,661,185	\$ 2,814,000	\$ 59,100	\$ 2,873,100				\$ 2,873,100	\$ 2,873,100	2.10%
Salaries	332,018	378,860	352,149	346,400	27,800	374,200				374,200	374,200	8.03%
Benefits	340,028	325,870	351,181	382,500	9,500	392,000				392,000	392,000	2.48%
Pensions	27,541	30,980	35,378	22,400	(1,500)	22,400				22,400	22,400	0.00%
Clothing & Equipment	5,004	5,064	9,892	7,000	(2,000)	5,500				5,500	5,500	-21.43%
Travel & Memberships	40,700	50,958	59,357	45,000	-	43,000				43,000	43,000	-4.44%
Special Investigations												
1-8-7000362-0130												
Transferred to Fixed Assets	\$ 3,091,973	\$ 3,368,102	\$ 3,469,143	\$ 3,617,300	\$ 92,900	\$ 3,710,200	\$ -	\$ -	\$ -	\$ 3,710,200	\$ 3,710,200	2.57%
UNIFORM DIVISION												
7000363												
1-8-7000363-0010	\$ 7,627,748	\$ 7,558,362	\$ 7,590,524	\$ 7,284,600	\$ 281,185	\$ 7,565,785				\$ 7,565,785	\$ 7,565,785	3.86%
Salaries	1,030,314	1,279,679	1,133,153	1,129,700	335,848	1,465,548				1,465,548	1,465,548	29.73%
Benefits	1,058,968	1,064,133	1,031,225	983,400	44,900	1,028,300				1,028,300	1,028,300	4.57%
Pensions	12,112	10,888	16,385	9,400	(500)	9,400				9,400	9,400	0.00%
Travel & Memberships	8,614	7,186	8,689	9,000	-	8,500				8,500	8,500	-5.56%
Prisoners' Meals												
1-8-7000363-0130												
Transferred to Fixed Assets	\$ 9,373,757	\$ 9,920,248	\$ 9,779,976	\$ 9,416,100	\$ 661,433	\$ 10,077,533	\$ -	\$ -	\$ -	\$ 10,077,533	\$ 10,077,533	7.02%

City of Belleville
 2020 Budget
 Protective Services
 Police Services

	2017		2018		2019		2019		2020		Final	% + or (-)
	Actual	Actual	Actual	Actual YTD	Budget	Base Budget	Admin Transfers	Management Recommend	Issues	Base Adjustments		
7000364												
1-8-7000364-0010	\$ 499,571	\$ 493,619	\$ 764,050	\$ 764,050	\$ 746,900	\$ 824,000	\$ 77,100			\$ 824,000	\$ 824,000	10.32%
1-8-7000364-0020	92,703	99,459	118,909	118,909	107,000	136,000	29,000			136,000	136,000	27.10%
1-8-7000364-0030	98,758	73,560	87,484	87,484	86,200	97,400	11,200			97,400	97,400	12.99%
1-8-7000364-0110	19,707	15,545	19,690	19,690	11,800	11,050	(750)			11,050	11,050	-6.36%
1-8-7000364-0130	5,555	1,689	25,449	25,449	21,200	20,000	(1,200)			20,000	20,000	-5.66%
1-8-7000364-0150	325,845	77,622	122,987	122,987	121,900	188,200	66,300			188,200	188,200	54.39%
	\$ 1,042,139	\$ 761,494	\$ 1,138,568	\$ 1,138,568	\$ 1,095,000	\$ 1,276,650	\$ 181,650	\$ -	\$ -	\$ 1,276,650	\$ 1,276,650	16.59%
7000365												
1-8-7000365-0010	\$ 22,039	\$ 32,294	\$ 26,420	\$ 26,420	\$ 37,100	\$ 37,100				\$ 37,100	\$ 37,100	0.00%
1-8-7000365-0530	55,896	49,005	47,870	47,870	20,000	20,000				20,000	20,000	0.00%
1-8-7000365-0980	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000				1,000,000	1,000,000	0.00%
	\$ 1,077,935	\$ 1,081,299	\$ 1,074,290	\$ 1,074,290	\$ 1,057,100	\$ 1,057,100	\$ -	\$ -	\$ -	\$ 1,057,100	\$ 1,057,100	0.00%
TOTAL POLICE EXPENDITURES	\$ 18,996,374	\$ 19,596,231	\$ 20,573,949	\$ 20,573,949	\$ 19,971,000	\$ 21,019,083	\$ 1,048,083	\$ -	\$ -	\$ 21,019,083	\$ 21,019,083	5.25%
NET POLICE OPERATING BUDGET	\$ 17,254,574	\$ 17,685,954	\$ 18,543,564	\$ 18,543,564	\$ 17,741,300	\$ 18,864,593	\$ 1,123,293	\$ -	\$ -	\$ 18,864,593	\$ 18,864,593	6.33%

June 12, 2020

Karen Poste, Manager
Economic Development and Strategic Initiatives
City of Belleville
175 Front Street
Belleville, ON N8N 2Y8

Dear Karen,

This letter is to confirm that the Quinte Economic Development Commission (QEDC) Board of Directors approved its 2020 Operating Budget at its Annual General Meeting held on June 11 2020.

The municipal levy is \$4.11 per capita, which represents a 2% increase over last year.

The City of Belleville total annual financial contribution is \$208,473 to be paid on a quarterly basis retroactive to January 1 2020.

Best Regards,



Chris King
Chief Executive Officer

BAY OF QUINTE



To: Carol Hinze, Director of Finance/Treasurer

CC: Karen Poste, Manager Economic & Strategic Initiatives, Councillor Kelly, BoQ RMB Chair Al Dewitt

Re: 2020-21 City of Belleville Funding Request

Dear Carol,

As a follow-up to your Operating Budget Deliberations letter, the Bay of Quinte Regional Marketing Board is respectfully requesting the following municipal contribution from the City of Belleville for 2020-21:

- A) A combination of 50% of the Municipal Accommodation Tax (approximately \$450,000) to fund tourism initiatives and \$1.55 per capita to fund resident attraction initiatives (\$78,610)
- OR
- B) An amount that Council feels is fair and adequate to support the tourism and resident attraction mandates of the Bay of Quinte Regional Marketing Board

Funding Request Background: There are several reasons we are making the financial request above

- Dual Mandate: Tourism Funds & Resident Attraction Funds
 - According to the Municipal Act, MAT funds are “for the exclusive purpose of promoting tourism”.
 - With BoQ RMB having a dual mandate of tourism and resident attraction, it is important for our organization to continue to derive per capita funds to enable our resident attraction marketing efforts.
- MAT Funds Are Not All New – They Are Partly Being Reallocated
 - While MAT is a new mechanism to the City of Belleville, BoQ RMB was regularly funded \$110,000 in previous years from a hotel tax collected by the Quinte Accommodations & Attractions Association.
 - As a result, the MAT funding mechanism is not all new dollars. It includes a reallocation of that previous \$110,000.
- Per Capita Unchanged
 - With the introduction of MAT funding, we are not requesting any increase in per capita funds. The \$1.55 per capita is the same amount requested in 2019-20 (\$78,610).
- Remaining Competitive:
 - Our organization feels strongly that we must continue to grow and diversify our funding and budget in order to compete in Ontario and beyond.
 - For example, City of Kingston has funded tourism marketing at over \$9 per capita (approx. \$1.2 million) and derives an estimated MAT of \$3.5 million, for a total budget nearing \$5 million.
 - Our total budget from all partners for both tourism and resident attraction will not surpass \$1 million.
- Changes in Provincial Government:
 - We have seen recent evidence of how provincial governments can change funding structures significantly from one election to the next (eg. healthcare in Ontario). Therefore, we feel there is no certainty that a MAT will always exist in Ontario in future governments.
 - As such, we have a vested interest in maintaining the per capita investment from our partner municipalities in an effort to sustain our budget through non-MAT means.

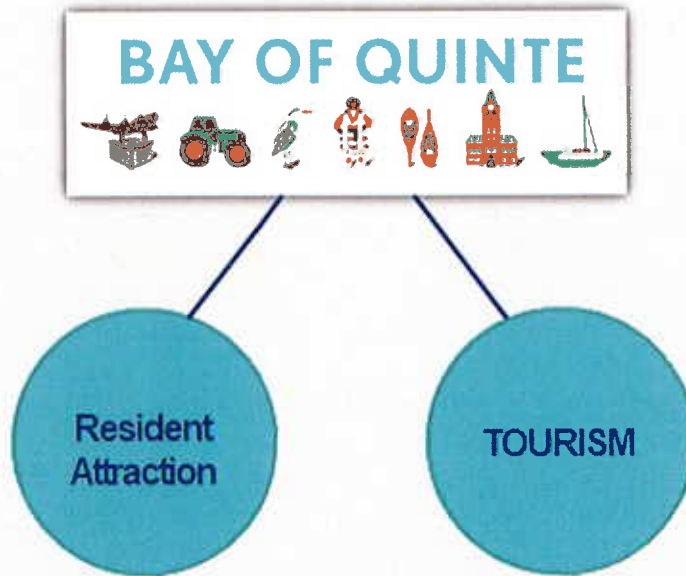
We thank Council for the invitation to give a deputation on April 6th to share how our regional partnership helps to drive economic activity in the City of Belleville. The following is a summary of how we effectively implemented our 2019-20 operating budget and provides an overview of our budget implementation plans for the coming year.

Sincerely,

Dug Stevenson
Executive Director

Al Dewitt
Chair BoQ RMB / Councillor City of Quinte West

Dual Mandate



2019 Residential Growth



Regional Residential Real Estate Growth

- 17.8% residential dollar sales growth
 - 10% increase in avg price
- 7.7% increase in residential units sold

Belleville Residential Building Growth

- 219 single detached permits (15% increase)
- 442 Total residential permits (41% increase)
- \$140 Million in construction (23% increase)



2019 Overnight Tourism Growth



- Estimated total occupancy increase = 9%
 - Worth over \$4.5 Million dollars to the local economy
- Shift in how people are staying in our region
 - Traditional hotel stays down 5%
 - Kingston down 3.4%
 - Ottawa down 2.3%
 - Short-Term Accommodation stays up 45%
 - STAs worth approx 1/3 of the market
 - Belleville:
 - 40 new STA properties in Belleville in 2019
 - 129 total at end of 2019
 - Avg occupancy = 67%
 - Avg guests = 5.1

Regional Partnership:



Quinte Home Builders Association



Mohawks of the Bay of Quinte



City of Belleville



Quinte Restaurant Association



City of Quinte West



Municipality of Brighton

BOARD OF DIRECTORS

JP Lemieux, At-Large

Sean Kelly, Belleville (Vice Chair)

Laura Vink, Brighton

Josh Hill, Mohawks of BoQ

Shaun Stickle, QHBA

Steven Georgiou, QRA

Al Dewitt, Quinte West (Chair)

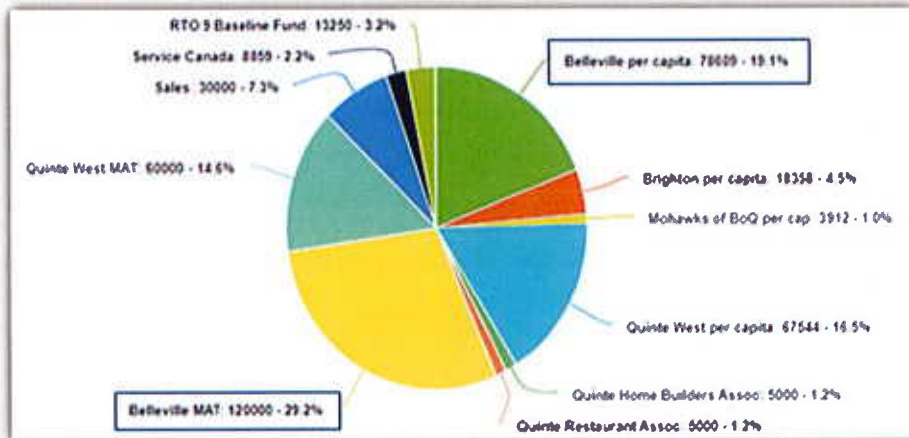
→ 2 additional At-Large positions created for accommodators

2019-20 Funding

\$410,532 Total Operating Budget

→ Lowest budget since 2015-16

→ Figures as of beginning of endFeb 2020



Municipal Accommodation Tax (MAT)

- Provincial legislation states that MAT funds must be used for tourism purposes only

Per Capita (\$1.55)

- Per capita funds allow us to continue to fulfill our resident attraction mandate



BoQ RMB Team



MORE THAN MARKETING

- 15 workshops/presentations by staff to over 200 people, in partnership with organizations like Small Business Centre, Loyalist College, Lower Trent CA, Chambers and BIAs
- Over 50 one-on-one marketing education meetings with regional stakeholders and partners

"Thank you so much for sharing (my story) on Facebook yesterday! My website hits have spiked! We might be on to something."

→ Heather Case, Local Blogger



BoQ RMB Team

TREVOR NORRIS

Business Development Manager



2 national sports FAMs to Zwick's & Mary Anne Sils: Soccer Canada and STIHL Timbersports

AAA Northeast US FAM to Signal, The Lark, Chef Matt Demille and Ramada

Managed the IGNITE product development training trip, which included Anne Munro (City of Belleville), Melissa Wakeling (Glanmore NHS), Marijo Currier (DT District)

COURTNEY KLUMPER

Digital Marketing Manager



Helped coordinated Ottawa Sens fan group visit to Bsens home game

Meetings with organizations like Quinte Ballet School, Loyalist College and Palliser Downs Farm about how we can support them with marketing/marketing best practice

Marketing workshop at Small Business Centre: Defining Your Target Audience

JEN ACHILLES

Manager of Media & Design



Coordinated writing trips with writers and influencers: *"I had a wonderful time staying at the Loft and saw so many friendly faces at the Enchanted Night Market. It was a weekend to remember, and your incredible hospitality is so, so appreciated."* –Isabel Stone, freelance writer

Marketing workshop in Belleville in collaboration with Quinte Arts Council: Social Media for Artists

Managed Immigration photography project featuring multiple new Canadians who have made Belleville home + documentary about Loyola School of Adult Education ESL students



2019-20: 30 Primary BoQ Marketing Tactics

Estimated monthly audience over 2 million

Discovery Guide
 Discovery Map
 Kiosks/online app
 BoQ TV
 BayofQuinte.ca
 BayofQuinte.ca/Tourism
 BayofQuinte.ca/Living
 Packages
 QuinteJobs.ca
 Facebook
 Instagram
 Tripadvisor
 Programmatic
 BoQ Blogs
 Earned Media

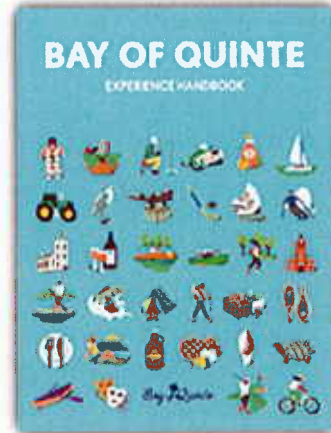
Pinterest
 LinkedIn
 Radio
 Sports/Events Tourism
 Golf in Ontario
 Travel Trade
 Immigration.BayofQuinte.ca
 Experience Facilitation
 Newsletter
 Highway 401 signage
 Twitter
 YouTube
 Google Adwords
 Campaigns
 Workshops



Print Series



Winner of the Economic Developers Association of Canada Print Series Award + Cup Contender (top 3 of all national awards winners)



Discovery Guide: 40k copies across province, EDAC national award winner

Discovery Map: 50k copies locally, brand new design

Experience Handbook: New product created for sales missions and travel agents

Websites



Over 250,000 in Total Traffic

→ 65% increase over 2019-20

Bayofquinte.ca/com

Kiosk & web app

Tourism website

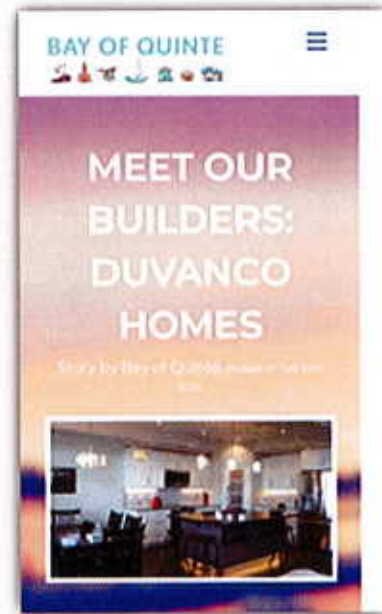
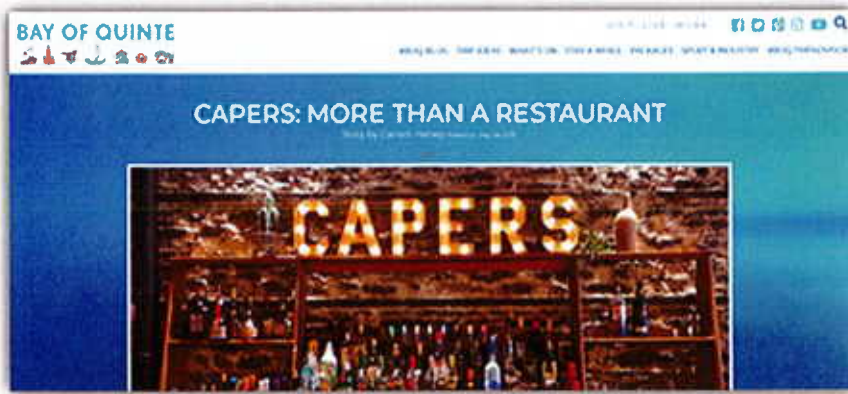
Resident attraction website

QuinteJobs.ca

Immigration website

3.3M search impressions for BoQ websites on Google

Tourism & Living Blogs



Quinte Jobs



QuinteJobs.ca &
QuinteJobs.ca/Trades

- Over 500 jobs posted and marketed one website and across digital channels
 - \$50k+ jobs to attract new workforce
- Creation of QuinteJobs.ca/Trades to support the need for increased trades positions to support our manufacturing and building sectors
- 6% increase in traffic from 2018-19
- Growth in international traffic, including 8% traffic from India, 7% Nigeria, 4.5% Brazil, 4% USA
 - Correlation in traffic between the Immigration and QuinteJobs sites

Immigration



- Continued regional coordination of Immigration.BayofQuinte.ca
- 238% increase in traffic from 2018-19
- Site-wide content updates
- Growth in international traffic, including 11% traffic from India, 8% Nigeria, 7% Brazil, 5% Bangladesh
 - There was a correlation in traffic between the Immigration and QuinteJobs sites for the first time
- Immigration photography exhibit in collaboration with the Quinte Arts Council
- Immigration documentary, *A Place to Call Home*, to premiere at Belleville Downtown DocFest
 - tells the story of New Canadians who have made a home in Bay of Quinte

Digital

Weekly communication to our network of over 46,300

→ 15% total increase over 2019-20



Over 27,300 followers



Over 120 followers



Over 7,200 followers



Over 280 followers



Over 8,900 followers

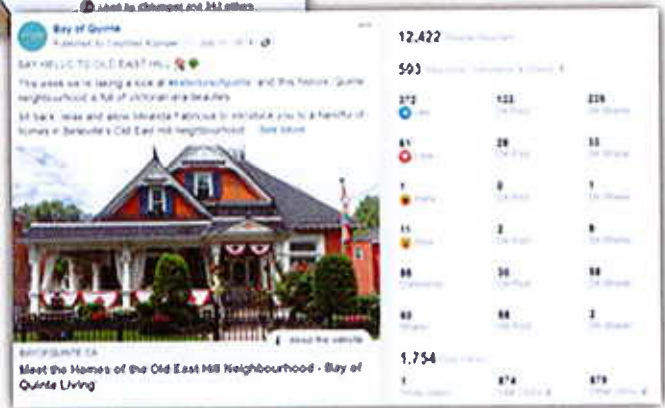


Over 80 subscribers



Over 2,300 subscribers

Instagram & Facebook



Sports & Travel Trade



- Re-secured two provincial-level ultimate Frisbee tournaments, worth more than \$460,000 in economic activity
- 2 national FAM tours to Zwick's & Mary Anne Sills
 - Soccer Canada
 - STIHL Timbersports
- Golf in Ontario extra-provincial marketing partnership generated BoQ golf package revenue >\$33,000 (560% ROI)
- Developed and designed our first ever travel trade experience guide
- Embarked on successful Travel Trade sales mission to NYC with Destination Ontario meeting with 14 agencies and over 100 agents
- Assisted in the development of an Ontario Itinerary Package for AAA Northeast US with Destination Ontario
 - Only 5 Ontario communities: Toronto, Ottawa, Kingston, Niagara and BAY OF QUINTE

Experience Facilitation



- Ontario Tourism Innovation Lab SPARK program
 - supports creation or expansion of tourism experiences
 - helps build a community of tourism innovators
 - \$3,000 cash and mentorship to 3 winners
- IGNITE tourism experience development training
 - BoQ paid for 16 individuals from region to attend
 - 4-day, 3-night training to help develop new and enhanced tourism experiences
 - Belleville municipal staff, Glanmore NHS, Downtown District all attended
 - Quotes from attendees:
 - "I learned to put my customer needs first in creating any experience if I am looking to gain."
 - "Intense collaboration. We have an awesome cast of characters in this region"
 - "Opened an opportunity to support and connect people"
 - "Inspiring, engaging."

Business Plan Priorities for 2020-21

→ Build on the success of 2019-20



Marketing Campaigns
Brand Elevation
Leadership
Shoulder-Focus
Sports/Travel Trade/Corporate
Experience Development Facilitation
Funding Balance
Everyday Operations



QUINTE WASTE SOLUTIONS

operated by the Centre & South Hastings Waste Services Board

December 3, 2019

Rod Bovay, CAO
City of Belleville
169 Front St.
Belleville, ON K8N 2Y8

RECEIVED

DEC 05 2019

CAO'S OFFICE

Dear Mr. Bovay;

The City of Belleville is one of the nine valued members of the Centre and South Hastings Waste Services Board. This Board will have been providing waste diversion services for over 30 years as of 2020. The Board's services include blue box recycling, hazardous and electronic waste diversion and assistance in diverting other waste categories. Waste diversion reduces garbage and landfill costs, prolongs landfill life, protects water quality and provides local economic benefits including local employment.

Of the Board's gross operating budget for 2020, 22% is funded by revenue from sales of recycled materials and 27% by provincial Steward rebates. This means that over half of the Board's operating costs are paid by the Board's own activities.

For 2020, the Board advises that its net budget is \$50,005 higher than 2019's net budget. A higher increase was avoided by the Board transferring funds from its reserves to reduce the impact of a stagnant obligation from the product paper and packaging producers (Stewards) and significantly reduced revenue that is a result of global economic fluctuations and a depression of the recovered materials market. The Waste Services Board is classed as 'Rural Regional' by the Resource Productivity and Recovery Authority and compares favourably to a number of area programs of the same profile with regards to costs.

This budget enables the Board to continue to provide its services, including communication and education to assist residents with regard to waste diversion.

Based on the total number of households (80,580), reported to this Board by all nine member municipalities, the 2020 blue box recycling service will cost an approximate average of \$27.56 per household per annum and all Board waste diversion services for 2020 will cost an approximate average of \$36.00 per household per annum.

At its meeting on November 18, 2019 the Board approved the 2020 budget as attached. We would ask that this be presented at your next Council meeting, and that Council's resolution approving the budget be forward to us for our records. We thank the City of Belleville for its continued support.

Sincerely,

MaDonna Howell,
Financial-Operations Manager



Centre and South Hastings Waste Services Board

2020 Operating Budget

Approved By Board November 18, 2019

November 18, 2019

2020 Presentation Budget.xlsx

2020 Budget Summary & Comparison

Operating Revenue:	2019 Budget	2019 Budget	2018 Budget
Administration	\$ (41,800.00)	\$ (41,800.00)	\$ (13,150.00)
Blue Box	\$ (928,010.40)	\$ (928,010.40)	\$ (1,476,835.55)
Contract Municipalities (net of costs)	\$ (17,026.49)	\$ (17,026.49)	\$ (9,314.22)
Communications & Promotion	\$ -	\$ -	\$ -
Household Hazardous Waste/Electronics	\$ (147,480.24)	\$ (147,480.24)	\$ (138,647.84)
IC&I & Big Bin (including sales)	\$ (149,980.00)	\$ (149,980.00)	\$ (143,970.00)
Total Operating Revenue:	\$ (1,284,297.13)	\$ (1,284,297.13)	\$ (1,781,917.61)
Operating Expenses:			
Administration	\$ 222,818.91	\$ 222,818.91	\$ 291,647.52
Blue Box	\$ 4,959,128.65	\$ 4,959,128.65	\$ 5,135,371.87
Communications & Promotion	\$ 82,799.80	\$ 82,799.80	\$ 98,138.09
Household Hazardous Waste/Electronics	\$ 469,536.23	\$ 469,536.23	\$ 440,048.31
IC&I & Big Bin	\$ 162,921.06	\$ 162,921.06	\$ 165,279.40
Total Operating Expenses:	\$ 5,897,204.64	\$ 5,897,204.64	\$ 6,130,485.19
Expenses net of Revenues:	\$ 4,612,907.52	\$ 4,612,907.52	\$ 4,348,567.58
Less WDO Projected Subsidy	\$ (1,617,242.00)	\$ (1,617,242.00)	\$ (1,654,861.00)
Less Draw on Reserve Capital/Capital Replacement plus WDO share to contract munic.	\$ (193,000.00)	\$ -	\$ -
plus Projected HST expense	\$ 98,000.00	\$ 98,000.00	\$ 88,000.00
Balance levied to Board Members:	\$ 2,900,665.52	\$ 3,093,665.52	\$ 2,781,706.58
Less funds applied from reserves	\$ -	\$ -	\$ -
	\$ 2,900,665.52	\$ 3,093,665.52	\$ 2,781,706.58

2020 APPROVED BUDGET - SUMMARY

	BLUE BOX	ADMIN	Communication & Promotion	HHW	IC&I	2020	2019	2018
Gross Program Expense	4,959,128.65	222,818.91	82,799.80	469,536.23	162,921.06	5,897,204.64	6,082,798.17	6,130,485.19
Programs Revenue	(928,010.40)	(41,800.00)	-	(147,480.24)	(149,980.00)	(1,267,270.64)	(1,631,252.14)	(1,772,603.39)
Net Contract Revenue	(1,617,242.00)	(17,026.49)	-	-	-	(17,026.49)	(9,549.71)	(9,314.22)
RPRA Subsidy on 2018 recycling	-	-	-	-	-	(1,617,242.00)	(1,671,409.61)	(1,654,861.00)
Share to Contract Mun - NIA	-	-	-	-	-	-	-	-
Unrecoverable Portion of HST	-	98,000.00	-	-	-	98,000.00	88,000.00	88,000.00
Draw on Reserves-Operating	(193,000.00)	-	-	-	-	(193,000.00)	-	-
Net 2020 Costs to Members	2,220,876.25	261,992.42	82,799.80	322,055.99	12,941.06	2,900,665.52	2,858,586.72	2,781,706.58

2020 Levy \$ 2,900,665.52
 Change from 2019 Net: 50,005.20 101.75%
 Change from 2018 Net: 118,958.94 104.28%

COST SHARING CALCULATIONS

Municipality	2020 Budgeted MT	2019 Actual MT to September	2019 Budgeted MT	Collection, Processing & Programs 2019	Percentage 2020	Percentage 2018
Belleville	3,890.84	2,918.13	4,190.80	34.03%	33.78%	34.59%
Quinte West	3,357.99	2,518.49	3,606.19	29.28%	29.15%	29.45%
Centre Hastings	380.01	285.01	414.48	3.37%	3.30%	3.48%
Marmora & Lake	363.44	272.58	396.60	3.22%	3.16%	2.67%
Prince Edward	2,493.27	1,869.95	2,556.36	20.76%	21.65%	20.78%
Tweed	325.13	243.85	377.46	3.06%	2.82%	2.67%
Tyendinaga	234.83	176.12	267.44	2.17%	2.04%	2.13%
Stirling/Rawdon	329.84	247.38	360.09	2.92%	2.86%	2.97%
Madoc Twp	143.53	107.65	146.43	1.19%	1.25%	1.26%
TOTALS:	11,518.88	8,639.16	12,315.85	100.00%	100.00%	100.00%

2020 BUDGET COST PER MUNICIPALITY

MUNICIPALITY	BLUE BOX	ADMIN	COMMUNICATION & PROMOTION	HHW & ELECTRONICS	IC&I	2020 Levy	2019 Levy	2018 Levy
Belleville	750,166.18	88,496	27,968	108,784	4,371.22	979,784.96	970,013.74	962,235.12
Quinte West	647,430.38	76,376	24,138	93,886	3,772.58	845,602.71	834,698.69	819,090.42
Centre Hastings	73,267.76	8,643	2,732	10,625	426.93	95,694.34	95,937.14	96,832.98
Marmora & Lake	70,072.37	8,266	2,612	10,161	408.31	91,520.87	91,798.83	74,209.48
Pr. Edward City	480,709.65	56,708	17,922	69,709	2,801.10	627,850.33	591,701.52	578,090.63
Tweed	62,686.73	7,395	2,337	9,090	365.28	81,874.54	87,367.42	74,400.00
Tyendinaga	45,275.32	5,341	1,688	6,566	263.82	59,133.67	61,902.51	59,267.61
Stirling Rawdon	63,594.19	7,502	2,371	9,222	370.56	83,059.77	83,347.74	82,588.22
Madoc Twp	27,673.68	3,265	1,032	4,013	161.25	36,144.33	33,892.73	34,992.12
TOTAL	2,220,876.25	261,992.42	82,799.80	322,055.99	12,941.06	2,900,665.52	2,850,660.32	2,781,706.58



4 November 2019

Ms. Carol Hinze, Treasurer
City of Belleville, City Hall
169 Front Street
Belleville, Ontario
K8N 2Y8

RE: 2020 QUINTE CONSERVATION BUDGET

Dear Ms. Hinze,

At the October 17th Board Meeting, the Executive of Quinte Conservation approved a preliminary 2020 budget. The purpose of this letter is to communicate early with our municipal partners regarding the 2020 budget forecast. We will be taking into consideration all municipal comments prior to our December meeting where the 2020 Budget will be officially presented for the weighted vote. The details for your municipality are enclosed.

Quinte Conservation has struggled with the financial cuts from the province and has been forced to make some changes to prevent a significant increase in the municipal levy. The cuts experienced in early 2019 reduced our Provincial Transfer Payments by \$155,662.00. We have prepared the 2020 Budget with a modest increase of \$34,735 shared among our 18 municipalities in accordance to the levy distribution. The following changes have been incorporated into our budget:

- Staffing changes (two full time positions will not be replaced, one shift in responsibilities, one staff position changed from full-time to contract). The impacts are as follows:
 - Reduction in service on Quinte Conservation owned lands and dam maintenance;
 - Reduction in timely service from our regulations department;
 - Reduction to administration by having to transfer responsibilities onto other staff;
 - Less available staff to assist with other departments during busy season;
- Focus on Quinte Conservation owned and operated lands;
- Reduction in our fleet (2 vehicles have been removed and will not be replaced).

The entire budget has been reviewed to find all possible savings within our programs and services. This proposed 2020 budget is prepared with the expectation that we will continue to deliver the same programming and services as in previous years. Our goal is to ensure we continue to provide a level of excellence in our programs and services that our watershed residents deserve. Public inquiries have accelerated regarding flood forecasting, water quality, dam operations, and watershed health and there is an expectation that staff are available to provide answers immediately. Our properties are under frequent use from the public and from this, we continue to deal with elevated costs associated with invasive species, hazardous trees and general maintenance. The five program areas identified as the foundation of our organization and link directly to the core mandate of Quinte Conservation include:

- Water management for the protection of life and property from the damages of flooding
- Water management for the protection of water quality and quantity
- Watershed planning
- Conservation land management
- Conservation outreach and stewardship

Moving forward we need strong policies that are watershed based. The message of “What happens upstream, affects what happens downstream” is a very important when implementing watershed management programs. As we continue to deliver on our priorities set forth in the 2016-2020 Strategic Plan we need the full support from our municipal partners. As part of this process we will be engaging our Strategic Plan committee to examine the existing plan, look to implement outstanding items, and make the necessary changes and enhancements in order to develop the most effective and appropriate Strategic Plan for 2021-2031.

The proposed increase is required to cover costs related to liability insurance, property taxes and cost of living. We also want to ensure we continue to deliver our programs and services to the public at a level that meets/exceeds their expectations. The Executive Board received the 2020 proposed budget with a levy of \$1,771,487.00. That number would be disbursed amongst the Watershed’s 18 member municipalities in accordance to the Conservation Authorities Act.

The City of Belleville proposed general levy for 2020 operations is:

- \$691,234 (an increase of \$11,469)

The capital levy portion of the budget, in regards to Capital Asset Management, is being proposed at the same level as 2019. For the City of Belleville, the proposed portion of the cost is:

- \$39,020
- Dam Maintenance: \$59,984.69

Extreme local events associated with climate change include an historical flooding event in 2014 throughout our three watersheds; the level 3 drought in 2016 that affected 50% of watershed residents; high water in 2017 that affected 100% of the shoreline on Lake Ontario; the Level 2 drought in 2018 which affected all of our watershed residents; and most recently the unprecedented high water in 2019 affecting 100% of the shoreline on Lake Ontario. These events have caused significant challenges within our organization. For example, these events require staff resources for watershed monitoring and reporting, and continue to result in:

- Very large workloads for staff that result in accumulated overtime. An increase in site visits, mandatory attendance at meetings across all three watersheds, and increased public outreach are all factors
 - Property owner site visits continue to increase, year after year, with numbers expected to significantly increase in 2020 as a result of Lake Ontario high water levels
- Extra equipment rental costs
- Extra costs related to hiring contractors to complete required work

These incidents, only to name a few, have led to our proposed \$34,735 increase in next year's budget. We have attached the full budget with this letter.

It is our priority as an organization to continue to focus our efforts on our core mandated programs and services.

If you have any questions about the proposed budget, please contact myself at ext. 103 or Tammy Smith at ext. 116.

I am available to attend a meeting at your office to go over the proposed budget, our programs/services, or to answer any questions you may have.

Sincerely,



Bradley A. McNevin
Chief Administrative Officer
(613) 968-3434 or (613) 354-3312 ext. 103
bmcnevin@quinteconservation.ca

cc. - Mr. Chris Malette, Mr. Paul Carr, and Mr. Sean Kelly

Quinte Conservation Preliminary 2020 Budget

Summary Sheet	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
Watershed Science, Monitoring & Reporting (WSMR) Expenditures			
1a Program Management & Operations	\$ 490,620.00	\$ 422,215.92	\$ (68,404.08)
1b Watershed Planning & Operations	\$ 490,620.00	\$ 422,215.92	\$ (68,404.08)
1c Climate Change	\$ 106,011.05	\$ 106,011.05	\$ -
1d Flood Forecasting	\$ 144,362.00	\$ 144,362.00	\$ -
1e GIS Services	\$ 66,755.00	\$ 67,889.84	\$ 1,134.84
1f Watershed Data Management & Reporting	\$ 108,345.00	\$ 108,345.00	\$ -
1g Water Control Operations	\$ 150,180.25	\$ 161,580.25	\$ 11,400.00
Total WSMR Expenditures	\$ 1,556,893.30	\$ 1,432,619.98	\$ (124,273.32)
Watershed Science, Monitoring & Reporting (WSMR) Revenue			
1h Provincial	\$ 126,361.04	\$ 126,361.04	\$ -
1i Municipal Levy	\$ 792,518.97	\$ 982,745.43	\$ 190,226.46
1j Special Levy	\$ 65,528.00	\$ 68,804.69	\$ 3,276.69
1k Other Revenue	\$ 569,698.25	\$ 254,708.82	\$ (314,989.43)
Total WSMR Revenue	\$ 1,554,106.26	\$ 1,432,619.98	\$ (121,486.28)
Planning Advisory & Regulatory Services (PARS) Expenditures			
2a Program Management & Operations	\$ 312,120.00	\$ 254,179.78	\$ (57,940.22)
2b Program Costs	\$ 17,000.00	\$ 17,000.00	\$ -
2c Legal Costs	\$ 16,000.00	\$ 16,000.00	\$ -
Total PARS Expenditures	\$ 345,120.00	\$ 287,179.78	\$ (57,940.22)
Planning Advisory & Regulatory Services (PARS) Revenue			
2d Provincial	\$ 34,243.50	\$ 34,243.50	\$ -
2e Municipal Levy	\$ 218,266.50	\$ 182,936.28	\$ (35,330.22)
2f Special Levy	\$ -	\$ -	\$ -
2g Other Revenue	\$ 92,610.00	\$ 70,000.00	\$ (22,610.00)
Total PARS Revenue	\$ 345,120.00	\$ 287,179.78	\$ (57,940.22)
Corporate Services (CS) Expenditures			
3a Management & Members	\$ 187,622.77	\$ 180,258.54	\$ (7,364.23)
3b Operation of Office	\$ 210,990.88	\$ 210,990.88	\$ -
3c Operation of Vehicles and Equipment	\$ 74,338.00	\$ 74,338.00	\$ -
3d Equipment Acquisition	\$ 40,000.00	\$ 60,000.00	\$ 20,000.00
3e Communications	\$ 41,320.00	\$ 41,320.00	\$ -
Total CS Expenditures	\$ 554,271.65	\$ 566,907.42	\$ 12,635.77
Corporate Services (CS) Revenue			
3f Provincial	\$ 8,903.00	\$ 8,903.00	\$ -
3g Municipal Levy	\$ 349,290.31	\$ 380,845.09	\$ 31,554.78
3h Special Levy	\$ -	\$ -	\$ -
3i Other Revenue	\$ 196,078.33	\$ 177,159.33	\$ (18,919.00)
Total CS Revenue	\$ 554,271.64	\$ 566,907.42	\$ 12,635.78

Summary Sheet

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
Conservation Land Mangement (CLM) Expenditures			
4a Program Management & Operations	\$ 32,897.04	\$ 78,011.65	\$ 45,114.61
4b Property Taxes	\$ 80,000.00	\$ 80,000.00	\$ -
4c Vanderwater Conservation Area	\$ 3,600.00	\$ 3,600.00	\$ -
4d Deerock Conservation Area	\$ 1,500.00	\$ 1,500.00	\$ -
4e Quinte Conservtion Area	\$ 7,200.00	\$ 7,200.00	\$ -
4f Other Conservation Area's MRW	\$ 30,000.00	\$ 30,000.00	\$ -
4g Depot Lakes Conservation Area	\$ 67,200.00	\$ 67,200.00	\$ -
4h Other Conservation Area's NRW	\$ 5,600.00	\$ 5,600.00	\$ -
4i McFarland Conservation Area	\$ 2,700.00	\$ 2,700.00	\$ -
4j MacAulay Mountain Conservation Area	\$ 7,500.00	\$ 7,500.00	\$ -
4k Massassauga Conservation Area	\$ 2,000.00	\$ 2,000.00	\$ -
4l Little Bluff Conservation Area	\$ 3,500.00	\$ 3,500.00	\$ -
4m Other Conservation Area's PEW	\$ 5,932.00	\$ 6,300.00	\$ 368.00
4n Conservation Area Major Upgrades	\$ 10,000.00	\$ 20,980.08	\$ 10,980.08
4o Community Development	\$ 2,500.00	\$ 2,500.00	\$ -
Total CLM Expenditures	\$ 262,129.04	\$ 318,591.73	\$ 56,462.69
Conservation Land Mangement (CLM) Revenue			
4o Provincial	\$ -	\$ -	\$ -
4p Municipal Levy	\$ 107,629.04	\$ 165,591.73	\$ 57,962.69
4q Special Levy	\$ -	\$ -	\$ -
4r Other Revenue	\$ 154,500.00	\$ 153,000.00	\$ (1,500.00)
Total CLM Revenue	\$ 262,129.04	\$ 318,591.73	\$ 56,462.69
Stewardship Services (SS) Expenditures			
5a Program Management & Operations	\$ 57,049.75	\$ 45,025.83	\$ (12,023.92)
5b Reforestation	\$ 20,000.00	\$ 52,342.19	\$ 32,342.19
5c Conservation Education & Outdoor Program	\$ 15,500.00	\$ 15,500.00	\$ -
Total SS Expenditures	\$ 92,549.75	\$ 112,868.02	\$ 20,318.27
Stewardship Services (SS) Revenue			
5d Provincial	\$ -	\$ -	\$ -
5e Municipal Levy	\$ 19,049.75	\$ 59,368.02	\$ 40,318.27
5f Special Levy	\$ -	\$ -	\$ -
5g Other Revenue	\$ 73,500.00	\$ 53,500.00	\$ (20,000.00)
Total SS Revenue	\$ 92,549.75	\$ 112,868.02	\$ 20,318.27
Quinte Conservation Program Summary for Expenditures			
WSMR	\$ 1,556,893.30	\$ 1,432,619.98	\$ (124,273.32)
PARS	\$ 345,120.00	\$ 287,179.78	\$ (57,940.22)
CS	\$ 554,271.65	\$ 566,907.42	\$ 12,635.77
CLM	\$ 262,129.04	\$ 318,591.73	\$ 56,462.69
SS	\$ 92,549.75	\$ 112,868.02	\$ 20,318.27
Total Expenditures	\$ 2,810,963.74	\$ 2,718,166.93	\$ (92,796.81)
Quinte Conservation Program Summary for Revenue			
WSMR	\$ 1,554,106.26	\$ 1,432,619.98	\$ (121,486.28)
PARS	\$ 345,120.00	\$ 287,179.78	\$ (57,940.22)
CS	\$ 554,271.64	\$ 566,907.42	\$ 12,635.78
CLM	\$ 262,129.04	\$ 318,591.73	\$ 56,462.69
SS	\$ 92,549.75	\$ 112,868.02	\$ 20,318.27
Total Revenue	\$ 2,808,176.69	\$ 2,718,166.93	\$ (90,009.76)
Total Surplus / Deficit	\$ 2,787.05	\$ -	\$ (2,787.05)
Total Surplus to be carried to 2019			
Actual 2019 Municipal Levy	\$ 1,736,752.00		
Total Preliminary 2020 Levy	\$ 1,771,486.55		
Increase / Decrease in Levy	\$ 34,734.55		
2020 Reserve Build	\$ -		
Increase / Decrease in Levy	\$34,734.55		

Watershed Science, Monitoring & Reporting (WSMR) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
1a Program Management & Operations	490,620.00	422,215.92	\$ (68,404.08)
Wages & Benefits for the for the following positions:			
Engineer Assistant 90%			
MRW Field Technician 72%			
NRW Field Specialist 36%			
Field Manager 80%			
Planning & Regulations Manager 35%			
Regulations Officer 15%			
Technical Administration Assistant 41%			
Education Coordinator 11%			
Water Resources Manager 45%			
Communications Specialist 30%			
CAO 20%			
Accounting Clerk 45%			
1b Watershed Planning & Operations	\$490,620.00	422,215.92	\$ (68,404.08)
Wages & Benefits for the for the following positions:			
Engineer Technician 80%			
Engineer Assistant 10%			
MRW Field Technician 25%			
NRW Field Technician 25%			
Field Manager 20%			
CAO 20%			
Corporate Services Manager 50%			
Regulations Officer 30% & 75%			
Outdoor Education Specialist 25%			
Water Resources Manager 35%			
Communications Specialist 10%			
Corporate Services Assistant 24%			
Ecologist/Planner 10%			
Technical Assistant 40%			
GIS Technician 10%			
Planning & Regulations Assistant 30%			
SWP Coordinator 10%			
1c Climate Change	\$ 103,224.00	\$ 103,224.00	\$ -

Watershed Science, Monitoring & Reporting (WSMR) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
Flood Forecasting			
Operation of MRW Workshop			
Fuel for Furnace	\$ 4,000.00	\$ 4,000.00	\$ -
Maintenance & Rental of Welding Equipment	\$ 800.00	\$ 800.00	\$ -
Hydro	\$ 1,900.00	\$ 1,900.00	\$ -
Telephone	\$ 1,900.00	\$ 1,900.00	\$ -
Miscellaneous Purchases	\$ 1,500.00	\$ 1,500.00	\$ -
Fire Exting. Maintenance	\$ 100.00	\$ 100.00	\$ -
Computer Maintenance & Upgrade	\$ 1,700.00	\$ 1,700.00	\$ -
Insurance	\$ 1,530.00	\$ 1,530.00	\$ -
Repairs & Maintenance to Building	\$ 2,800.00	\$ 2,800.00	\$ -
Snowplowing	\$ 800.00	\$ 800.00	\$ -
Sanding	\$ 300.00	\$ 300.00	\$ -
Purchase of Small Tools	\$ 100.00	\$ 100.00	\$ -
Total Operation of MRW Workshop	\$ 17,430.00	\$ 17,430.00	\$ -
Operation of NRW Workshop			
Telephone	\$ 1,000.00	\$ 1,000.00	\$ -
Hydro	\$ 2,400.00	\$ 2,400.00	\$ -
Computer Purchase	\$ 1,500.00	\$ 1,500.00	\$ -
Miscellaneous Purchases	\$ 200.00	\$ 200.00	\$ -
Sanding & Snowplowing	\$ 100.00	\$ 100.00	\$ -
Insurance	\$ 1,020.00	\$ 1,020.00	\$ -
Purchase of Small Tools	\$ 100.00	\$ 100.00	\$ -
Total Operation of NRW Workshop	\$ 6,320.00	\$ 6,320.00	\$ -
Operation of PERW Workshop			
Telephone	200.00	200.00	\$ -
Utilities	2,500.00	2,500.00	\$ -
Insurance	612.00	612.00	\$ -
Furnace Fuel	-	-	\$ -
Total Operation of PERW Workshop	\$ 3,312.00	\$ 3,312.00	\$ -
Communications Equipment			
Bell Mobility	\$ 9,500.00	\$ 9,500.00	\$ -
Internet	\$ 3,000.00	\$ 3,000.00	\$ -
Cell Phone Maintenance & Upgrade	\$ 1,800.00	\$ 1,800.00	\$ -
Total Communications Equipment	\$ 14,300.00	\$ 14,300.00	\$ -

Watershed Science, Monitoring & Reporting (WSMR) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
Snow Sampling	\$ 2,300.00	\$ 2,300.00	\$ -
Ice Monitoring	\$ 1,700.00	\$ 1,700.00	\$ -
Operation and Maintenance of Gauges	\$ 8,000.00	\$ 8,000.00	\$ -
Flood Watch	\$ 4,000.00	\$ 4,000.00	\$ -
Operation of Kisters	\$ 11,000.00	\$ 11,000.00	\$ -
Health & Safety	\$ 6,000.00	\$ 6,000.00	\$ -
Promotions: Re Clothing, bags etc..	\$ 5,000.00	\$ 5,000.00	\$ -
Community Development	\$ 5,000.00	\$ 5,000.00	\$ -
Staff Expenses -includes training and development, special supply needs, uniforms and equipment rental ***	\$ 50,000.00	\$ 50,000.00	\$ -
Operator's Safety	\$ 10,000.00	\$ 10,000.00	\$ -
1d Total Flood Forecasting	\$ 144,362.00	\$ 144,362.00	\$ -
1e GIS Services	\$ 66,755.00	\$ 67,889.84	\$ 1,134.84
Wages, Benefits and Expenses for GIS Assistant			
Watershed Data Management & Reporti	\$ 87,295.00	\$ 87,295.00	\$ -
Wages and Benefits for Environmental Water Quality Technician and Two Summer Student Technicians			
Miscellaneous			
Technical Equipment upgrades and replacement	\$ 16,000.00	\$ 16,000.00	\$ -
Mapping & Air Photos	\$ 450.00	\$ 450.00	\$ -
Security at Napanee Sub-office	\$ 400.00	\$ 400.00	\$ -
Canadian Pacific RofW to 3rd Lake Dam	\$ 1,200.00	\$ 1,200.00	\$ -
Total Miscellaneous	\$ 18,050.00	\$ 18,050.00	\$ -
Water Quality & Sampling	\$ 3,000.00	\$ 3,000.00	\$ -
1f TOTAL Watershed Data Management	\$108,345.00	\$108,345.00	\$ -

Watershed Science, Monitoring & Reporting (WSMR) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
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Water Controls Operations

Insurance & Utilities & Marketing

Property Insurance at : McLeod Dam, Belleville Office, Deerock, Price Conservation Area, Sheffield Conserv
Portland Conservation Area, Napanee Conservation Area, Forest Mill Conservation Area, Newburgh Conserva
Camden East Conservation Area, Demorestville Conservation Area, Massassauga Point Conservation Area, M
H.J. McFarland Conservation Area, MacAulay Mtn. Conservation Area

Boiler & Machinery, Errors & Omissions Liability, Umbrella Liability

Total Insurance	\$ 80,400.00	\$ 91,800.00	\$ 11,400.00
Telephone			
Belleville office	\$ 1,000.00	\$ 1,000.00	\$ -
Call forward from Napanee	\$ 650.00	\$ 650.00	\$ -
Total Telephone	\$ 1,650.00	\$ 1,650.00	\$ -
Community Development	\$ 5,000.00	\$ 5,000.00	\$ -
TOTAL Insurance & Utilities & Marketing	\$ 87,050.00	\$ 98,450.00	\$ 11,400.00

Flood Control Operations for Moira Watershed

Skootamatta Dam			
Security, Level checks and op.	\$ 2,500.00	\$ 2,500.00	\$ -
Lingham Lake Dam			
Security, Level checks and op.	\$ 2,000.00	\$ 2,000.00	\$ -
Minor Maintenance	\$ 500.00	\$ 500.00	\$ -
Total Lingham Lake Dam	\$ 2,500.00	\$ 2,500.00	\$ -
Caton's Weir			
Security, Level checks and op.	\$ 200.00	\$ 200.00	\$ -
Removal of weirs	\$ 3,000.00	\$ 3,000.00	\$ -
Total Caton's Weir	\$ 3,200.00	\$ 3,200.00	\$ -
Wishart Dam			
Grass Cutting	\$ 500.00	\$ 500.00	\$ -
Debris Removal	\$ 4,500.00	\$ 4,500.00	\$ -
Security, Level checks and op	-	-	\$ -
Rotate Ice Boom	-	-	\$ -
Total Wishart Dam	\$ 5,000.00	\$ 5,000.00	\$ -

Watershed Science, Monitoring & Reporting (WSMR) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
Yardman Dam			
Security, Level checks and op	\$ 7,180.00	\$ 7,180.00	\$ -
Total Yardman Dam	\$ 7,180.00	\$ 7,180.00	\$ -
Lott Dam			
Security, Level checks and op	\$ 7,180.00	\$ 7,180.00	\$ -
Total Lott Dam	\$ 7,180.00	\$ 7,180.00	\$ -
Deerock Dam			
Security, Level checks and op.	\$ 1,200.00	\$ 1,200.00	\$ -
Brushing	\$ 200.00	\$ 200.00	\$ -
Total Deerock Dam	\$ 1,400.00	\$ 1,400.00	\$ -
Downey's Rapids			
Security, Level checks and op.	\$ 500.00	\$ 500.00	\$ -
Installation of Weir	\$ 2,500.00	\$ 2,500.00	\$ -
Total Downey's Rapids	\$ 3,000.00	\$ 3,000.00	\$ -
Chapmans			
Security, Level checks and op.		\$ -	\$ -
Installation of Weir		\$ -	\$ -
Total Chapmans	\$ -	\$ -	\$ -
Holgate Dam			
Grass Cutting	\$ 500.00	\$ 500.00	\$ -
Security, Level checks and op.	\$ 6,680.00	\$ 6,680.00	\$ -
Total Holgate Dam	\$ 7,180.00	\$ 7,180.00	\$ -
Mullhall Dam			
Grass Cutting	\$ 400.00	\$ 400.00	\$ -
Security, Level checks and op.	\$ 6,780.00	\$ 6,780.00	\$ -
Total Mullhall Dam	\$ 7,180.00	\$ 7,180.00	\$ -

Watershed Science, Monitoring & Reporting (WSMR) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
Deloro Dam - Security Checks	\$ 2,000.00	\$ 2,000.00	\$ -
Flinton Dam - Security and Maintenance	\$ 3,500.00	\$ 3,500.00	\$ -
Miscellaneous	\$ 110.25	\$ 110.25	\$ -
Total Dam Maintenance for MRW	\$ 51,930.25	\$ 51,930.25	\$ -

Flood Control Operations for Napanee Watershed

Second Depot Lake Dam

Minor Maintenance & Operations	1,000.00	1,000.00	\$ -
Total Second Depot Lake Dam	\$ 1,000.00	\$ 1,000.00	\$ -

Third Depot Lake Dam

Road Gravel and Grading	-	\$ -	\$ -
Level Checks / Security	2,300.00	\$ 2,300.00	\$ -
Total Third Depot Lake Dam	\$ 2,300.00	\$ 2,300.00	\$ -

Varty Lake Dam

Level Checks	300.00	\$ 300.00	\$ -
Minor Maintenance	200.00	\$ 200.00	\$ -
Total Varty Lake Dam	\$ 500.00	\$ 500.00	\$ -

The following costs are associated with security, level checks and operation of the Dam:

Upper Arden Dam	\$ 1,000.00	\$ 1,000.00	\$ -
Middle Arden Dam	\$ 200.00	\$ 200.00	\$ -
Lower Arden Dam	\$ 100.00	\$ 100.00	\$ -
Laraby Rapids Dam	\$ 300.00	\$ 300.00	\$ -
Woods Dam	\$ 50.00	\$ 50.00	\$ -
Breeze Dam	\$ 200.00	\$ 200.00	\$ -
Kingsford Weir	\$ 400.00	\$ 400.00	\$ -
James Lazier Dam	\$ 500.00	\$ 500.00	\$ -
Bellrock Dam	\$ 2,000.00	\$ 2,000.00	\$ -
Hardwood Creek Dam	\$ 100.00	\$ 100.00	\$ -
Springside Park Dam	\$ 200.00	\$ 200.00	\$ -
Thirteen Island Lake Dam -Maint & Operation	\$ 100.00	\$ 100.00	\$ -
Colebrook Dam -check levels	\$ 100.00	\$ 100.00	\$ -
Lonsdale Dam -Minor Maintenance & Operation	\$ 200.00	\$ 200.00	\$ -
Miscellaneous	\$ 1,000.00	\$ 1,000.00	\$ -
Total Dam Maintenance in NRW	\$ 10,250.00	\$ 10,250.00	\$ -

Watershed Science, Monitoring & Reporting (WSMR) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
Flood Control Operations for Prince Edward Watershed			
Demorestville Dam			
Security	\$ 250.00	\$ 250.00	\$ -
Minor Maintenance	\$ 500.00	\$ 500.00	\$ -
Total Demorestville Dam	\$ 750.00	\$ 750.00	\$ -
The following costs are associated with security, level checks and operation of the Dam:			
Harry Smith Dam	\$ -	\$ -	\$ -
Roblin Lake Dam	\$ -	\$ -	\$ -
Bloomfield Dam	\$ -	\$ -	\$ -
Milford Dam	\$ -	\$ -	\$ -
Whitney Dam	\$ -	\$ -	\$ -
Macaulay Mtn. Dam & Maintenance	\$ -	\$ -	\$ -
Consecon Dam	\$ -	\$ -	\$ -
Miscellaneous	\$ 200.00	\$ 200.00	\$ -
Total Dam Maintenance in PERW	\$ 950.00	\$ 950.00	\$ -
1g Total Water Controls Operations	\$150,180.25	\$161,580.25	\$ 11,400.00
Provincial Reveune			
Program Mangement & Operations	\$ 39,981.24	\$ 39,981.24	\$ -
Climate Change	\$ -	\$ -	\$ -
Watershed Planning & Operations	\$ 24,975.60	\$ 24,975.60	\$ -
Flood Forecasting	\$ 24,975.60	\$ 24,975.60	\$ -
Water Control Operations	\$ 36,428.60	\$ 36,428.60	\$ -
1h Total Provincial Revenue	126,361.04	126,361.04	-
Municipal Levy			
Program Management & Operations	\$ 308,214.20	\$ 321,475.17	\$ 13,260.97
Watershed Planning & Operations	\$ 323,219.84	\$ 333,519.57	\$ 10,299.73
SWP, SWM & Climate Change	\$ 103,224.00	\$ 103,224.00	\$ -
Flood Forecasting	\$ (23,038.16)	\$ 55,665.65	\$ 78,703.81
GIS Services	\$ 66,755.00	\$ 67,889.84	\$ 1,134.84
Watershed Data Management & Reporting	\$ 108,345.00	\$ 108,345.00	\$ -
Water Control Operations	\$ (94,200.91)	\$ (7,373.79)	\$ 86,827.12
1i Total Municipal Levy	\$ 792,518.97	\$ 982,745.43	\$ 190,226.46

Watershed Science, Monitoring & Reporting (WSMR) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
City of Belleville (50% of Regular Dam Maint.)	\$ 57,128.00	\$ 59,984.69	\$ 2,856.69
Municipality of Tweed & Madoc	\$ 8,400.00	\$ 8,820.00	\$ 420.00
1j Total Special Levy	\$ 65,528.00	\$ 68,804.69	\$ 3,276.69
Other Revenue			
Program Management & Operations			
Permits 1/4 of total revenue	\$ 26,046.56	\$ 26,220.75	\$ 174.19
Fees from BofQ SWM Implementation 1/4 total	\$ 7,808.00	\$ -	\$ (7,808.00)
2018/2019 Capital Projects	\$ 62,500.00	\$ -	\$ (62,500.00)
Fee for Tech Services 1/4 of total	\$ 46,070.00	\$ 37,500.00	\$ (8,570.00)
Sub-total	\$ 142,424.56	\$ 63,720.75	\$ (78,703.81)
Watershed Planning & Operations			
Permits 1/4 of total revenue	\$ 26,046.56	\$ 26,220.75	\$ 174.19
Fees from BofQ SWM Implementation 1/4 total	\$ 7,808.00	\$ -	\$ (7,808.00)
2018/2019 Capital Projects	\$ 62,500.00	\$ -	\$ (62,500.00)
Fee for Tech Services 1/4 of total	\$ 46,070.00	\$ 37,500.00	\$ (8,570.00)
Sub-total	\$ 142,424.56	\$ 63,720.75	\$ (78,703.81)
Flood Forecasting			
Permits 1/4 of total revenue	\$ 26,046.56	\$ 26,220.75	\$ 174.19
Fees from BofQ SWM Implementation 1/4 total	\$ 7,808.00	\$ -	\$ (7,808.00)
2018/2019 Capital Projects	\$ 62,500.00	\$ -	\$ (62,500.00)
Fee for Tech Services 1/4 of total	\$ 46,070.00	\$ 37,500.00	\$ (8,570.00)
Sub-total	\$ 142,424.56	\$ 63,720.75	\$ (78,703.81)
GIS Services	\$ -	\$ -	\$ -
Water Control Structures			
Permits 1/4 of total revenue	\$ 26,046.56	\$ 26,046.56	\$ -
Fees from BofQ SWM Implementation 1/4 total	\$ 7,808.00	\$ -	\$ (7,808.00)
2018/2019 Capital Projects	\$ 62,500.00	\$ -	\$ (62,500.00)
Fee for Tech Services 1/4 of total	\$ 46,070.00	\$ 37,500.00	\$ (8,570.00)
Sub-total	\$ 142,424.56	\$ 63,546.56	\$ (78,878.00)
1k Total Other Revenue	\$569,698.25	\$254,708.82	\$ (314,989.43)
Total WSMR Revenue	\$ 1,554,106.26	\$ 1,432,619.98	\$ (121,486.28)

Planning Advisory & Regulatory Services (PARS) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
2a Program Management & Operations	\$ 312,120.00	\$ 254,179.78	\$ (57,940.22)

Wages & Benefits for the for the following positions:

- CAO 20%
- Planning & Development Manager 25%
- Regulations Officer 55% & 25%
- Water Resources Engineer 20%
- Communications Specialist 10%
- Corporatte Services Assistant 10%
- Ecologist/Planner 70%
- Technical Assistant 60%
- GIS Techynician 7%
- Engineering Technician 20%
- NRW Field Coordinator 10%

Program Costs

Regulations Expenses -Equipment Rental	\$ 17,000.00	\$ 17,000.00	\$ -
Community Development	\$ 5,000.00	\$ 5,000.00	\$ -
<i>Planner/Ecologist Expenses</i>			
Staff Training & Development	\$ 250.00	\$ 250.00	\$ -
Special Supplies needed	\$ 50.00	\$ 50.00	\$ -
Uniforms	\$ 250.00	\$ 250.00	\$ -
Equipment Rental	\$ 2,000.00	\$ 2,000.00	\$ -
<i>Total Planner/Ecologist Expenses</i>	\$ 2,550.00	\$ 2,550.00	\$ -
2b Total Program Costs	\$ 17,000.00	\$ 17,000.00	\$ -
2c Legal Costs	\$ 16,000.00	\$ 16,000.00	\$ -
Provincial Reveune			
Program Management & Operations	\$ 34,243.50	\$ 34,243.50	\$ -
Program Costs	\$ -	\$ -	\$ -
Legal Costs	\$ -	\$ -	\$ -
2d Total Provincial Revenue	\$ 34,243.50	\$ 34,243.50	\$ -

Planning Advisory & Regulatory Services (PARS) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
Municipal Levy			
Program Management & Operations	\$ 185,266.50	\$ 149,936.28	\$ (35,330.22)
Program Costs	\$ 17,000.00	\$ 17,000.00	\$ -
Legal Costs	\$ 16,000.00	\$ 16,000.00	\$ -
2e Total Municipal Levy	\$ 218,266.50	\$ 182,936.28	\$ (35,330.22)
Special Levy			
Program Management & Operations	\$ -	\$ -	\$ -
Program Costs	\$ -	\$ -	\$ -
Legal Costs	\$ -	\$ -	\$ -
2f Total Special Levy	\$ -	\$ -	\$ -
Other Revenue			
<i>Program Management & Operations</i>			
Plan Review	\$ 92,610.00	\$ 70,000.00	\$ (22,610.00)
LTRCA -SWM	\$ -	\$ -	\$ -
<i>Total Program Management & Operations</i>	<i>\$ 92,610.00</i>	<i>\$ 70,000.00</i>	<i>\$ (22,610.00)</i>
Program Costs	\$ -	\$ -	\$ -
Legal Costs	\$ -	\$ -	\$ -
2g Total Other Revenue	\$ 92,610.00	\$ 70,000.00	\$ (22,610.00)

Corporate Services (CS) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
Management & Members			
<i>Wages & Benefits for the for the following positions:</i>			
CAO 40%			
Corporate Services Manager 20%			
Corporate Services Assistant 25%			
Accounting Clerk 55%			
Communications Specialist 35%			
<i>Total Wages & Benefits</i>	\$ 172,322.77	\$ 164,958.54	\$ (7,364.23)
<i>Members Expenses</i>			
Executive meetings \$1,900 x 7 meeting	\$ 13,300.00	\$ 13,300.00	\$ -
Advisory Board meetings \$500 x 3 meetings	\$ 1,500.00	\$ 1,500.00	\$ -
Expenses for meetings	\$ 500.00	\$ 500.00	\$ -
<i>Total Members Expenses</i>	\$ 15,300.00	\$ 15,300.00	\$ -
3a Total Management & Members	\$ 187,622.77	\$ 180,258.54	\$ (7,364.23)
Operation of Office			
Corporate Services Expenses			
Corporate Services special supplies	\$ 500.00	\$ 500.00	\$ -
Uniforms	\$ 500.00	\$ 500.00	\$ -
Equipment Rental	\$ 1,000.00	\$ 1,000.00	\$ -
Staff Training & Development	\$ 500.00	\$ 500.00	\$ -
Total Corporate Services Expenses	\$ 2,500.00	\$ 2,500.00	\$ -
Conservation Ontario Levy			
	\$ 29,290.00	\$ 29,290.00	\$ -
Annual Computer Upgrade			
Annual Computer Upgrade	\$ 25,000.00	\$ 25,000.00	\$ -
Lease of Networking	\$ 21,000.00	\$ 21,000.00	\$ -
Miscellaneous re:Furniture	\$ 1,200.00	\$ 1,200.00	\$ -
Total Office Equipment Purchase	\$ 47,200.00	\$ 47,200.00	\$ -
Postage meter Rental	\$ 1,000.00	\$ 1,000.00	\$ -

Corporate Services (CS) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
Postage			
Courier	\$ 1,000.00	\$ 1,000.00	\$ -
Canada Post	\$ 3,000.00	\$ 3,000.00	\$ -
Total Postage	\$ 4,000.00	\$ 4,000.00	\$ -
Office Supplies			
General everyday working supplies	\$ 9,000.00	\$ 9,000.00	\$ -
Stationery Replenishment	\$ 1,000.00	\$ 1,000.00	\$ -
Total Office Supplies	\$ 10,000.00	\$ 10,000.00	\$ -
Office Equipment Maintenance			
Maintenance contract on input/output device	\$ 5,000.00	\$ 5,000.00	\$ -
Maintenance to computer equipment(24x/yr)	\$ 7,000.00	\$ 7,000.00	\$ -
Maintenance to voicemail (6x/yr)	\$ 2,500.00	\$ 2,500.00	\$ -
Total Office Equipment Maintenance	\$ 14,500.00	\$ 14,500.00	\$ -
Telephone			
Belleville Office	\$ 5,000.00	\$ 5,000.00	\$ -
Call forward from Napanee	\$ 1,000.00	\$ 1,000.00	\$ -
Total Telephone	\$ 6,000.00	\$ 6,000.00	\$ -
Office Maintenance			
Cleaning of Office	\$ 5,500.00	\$ 5,500.00	\$ -
Cleaning of Mat @ entrance	\$ 1,000.00	\$ 1,000.00	\$ -
Snow Plowing	\$ 4,000.00	\$ 4,000.00	\$ -
Sand & Salt parking lot	\$ 1,200.00	\$ 1,200.00	\$ -
Grass Cutting	\$ 500.00	\$ 500.00	\$ -
Washroom supplies	\$ 1,000.00	\$ 1,000.00	\$ -
Preventative Maintenance	\$ 18,300.88	\$ 18,300.88	\$ -
Security	\$ 500.00	\$ 500.00	\$ -
Total Office Maintenance	\$ 32,000.88	\$ 32,000.88	\$ -
Snowplowing at Picton Office	\$ -	\$ -	\$ -

Corporate Services (CS) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
Utilities at Belleville Office			
Service to Furnace & Air conditioning	\$ 1,500.00	\$ 1,500.00	\$ -
Sewer & Water	\$ 500.00	\$ 500.00	\$ -
Gas for Furnace	\$ 3,500.00	\$ 3,500.00	\$ -
Hydro	\$ 14,000.00	\$ 14,000.00	\$ -
Total Utilities at Belleville Office	\$ 19,500.00	\$ 19,500.00	\$ -
Utilities at Picton Office (reimbursement by Air Cadets shown in Revenue)			
Hydro	\$ 2,000.00	\$ 2,000.00	\$ -
Sewer & Water	\$ 500.00	\$ 500.00	\$ -
Total Utilities at Picton Office	\$ 2,500.00	\$ 2,500.00	\$ -
Insurance			
Group Accident Insurance for volunteers			
Crime			
Directors & Officer Liability			
25% of Errors & Omissions Liability			
15% of Umbrella Liability			
Property Insurance for Belleville Office			
Property Insurance for Picton Office	\$ 15,000.00	\$ 15,000.00	\$ -
General Expenses			
Subscriptions & Memberships	\$ 1,500.00	\$ 1,500.00	\$ -
Audit Fee	\$ 20,000.00	\$ 20,000.00	\$ -
Bank Charges			
Internet fee, direct deposit, visa & m/c fees	\$ 7,000.00	\$ 7,000.00	\$ -
3b Total Operation of Office	\$ 210,990.88	\$ 210,990.88	\$ -

Corporate Services (CS) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
Operation of Vehicles and Equipment			
2008 Ford 3 Ton			
Gas & Oil	\$ 3,000.00	\$ 3,000.00	\$ -
Repairs & Insurance	\$ 2,550.00	\$ 2,550.00	\$ -
	\$ 5,550.00	\$ 5,550.00	\$ -
2008 Dodge			
Gas & Oil	\$ 2,000.00	\$ 2,000.00	\$ -
Repairs & Insurance	\$ 1,500.00	\$ 1,500.00	\$ -
	\$ 3,500.00	\$ 3,500.00	\$ -
2003 GMC 1/2 Ton			
Gas & Oil	\$ 1,000.00	\$ 1,000.00	\$ -
Repairs & Insurance	\$ 1,500.00	\$ 1,500.00	\$ -
	\$ 2,500.00	\$ 2,500.00	\$ -
2012 Dodge			
Gas & Oil	\$ 1,000.00	\$ 1,000.00	\$ -
Repairs & Insurance	\$ 1,500.00	\$ 1,500.00	\$ -
	\$ 2,500.00	\$ 2,500.00	\$ -
2017 Ford Electric Car			
Hydro Power	\$ 300.00	\$ 300.00	\$ -
Repairs & Insurance	\$ 1,500.00	\$ 1,500.00	\$ -
	\$ 1,800.00	\$ 1,800.00	\$ -

Corporate Services (CS) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
2012 Honda			
Gas & Oil	\$ 500.00	\$ 500.00	\$ -
Repairs & Insurance	\$ 1,500.00	\$ 1,500.00	\$ -
	\$ 2,000.00	\$ 2,000.00	\$ -
2014 Jeep Cherokee			
Gas & Oil	\$ 3,000.00	\$ 3,000.00	\$ -
Repairs & Insurance	\$ 1,500.00	\$ 1,500.00	\$ -
	\$ 4,500.00	\$ 4,500.00	\$ -
2016 Ford			
Gas & Oil	\$ 3,000.00	\$ 3,000.00	\$ -
Repairs & Insurance	\$ 3,060.00	\$ 3,060.00	\$ -
	\$ 6,060.00	\$ 6,060.00	\$ -
2015 Dodge			
Gas & Oil	\$ 2,300.00	\$ 2,300.00	\$ -
Repairs & Insurance	\$ 2,040.00	\$ 2,040.00	\$ -
	\$ 4,340.00	\$ 4,340.00	\$ -
2009 Honda Civic			
Gas & Oil	\$ 1,000.00	\$ 1,000.00	\$ -
Repairs & Insurance	\$ 1,500.00	\$ 1,500.00	\$ -
	\$ 2,500.00	\$ 2,500.00	\$ -
2008 Ford			
Gas & Oil	\$ 3,500.00	\$ 3,500.00	\$ -
Repairs & Insurance	\$ 4,590.00	\$ 4,590.00	\$ -
	\$ 8,090.00	\$ 8,090.00	\$ -
2011 Chev Silverado			
Gas & Oil	\$ 5,000.00	\$ 5,000.00	\$ -
Repairs & Insurance	\$ 2,040.00	\$ 2,040.00	\$ -
	\$ 7,040.00	\$ 7,040.00	\$ -
2012 Dodge Caravan			
Gas & Oil	\$ 1,000.00	\$ 1,000.00	\$ -
Repairs & Insurance	\$ 1,734.00	\$ 1,734.00	\$ -
	\$ 2,734.00	\$ 2,734.00	\$ -

Corporate Services (CS) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
2009 Ford Escape			
Gas & Oil	\$ 2,000.00	\$ 2,000.00	\$ -
Repairs & Insurance	\$ 2,040.00	\$ 2,040.00	\$ -
	\$ 4,040.00	\$ 4,040.00	\$ -
New Holland TN65			
Gas & Oil	\$ 500.00	\$ 500.00	\$ -
Repairs & Insurance	\$ 3,060.00	\$ 3,060.00	\$ -
	\$ 3,560.00	\$ 3,560.00	\$ -
Miscellaneous Equipment			
Gas & Oil	\$ 2,000.00	\$ 2,000.00	\$ -
Repairs & Insurance	\$ 11,624.00	\$ 11,624.00	\$ -
	\$ 13,624.00	\$ 13,624.00	\$ -
3c Total Vehicle & Equ Operation	\$ 74,338.00	\$ 74,338.00	\$ -
3d Vehicle & Equ. Acquisition	\$ 10,000.00	\$ 30,000.00	\$ 20,000.00
3d Office Equipment Acquisition	\$ 30,000.00	\$ 30,000.00	\$ -
Communications			
Communications & Marketing Specialist			
Staff Training & Development	\$ 250.00	\$ 250.00	\$ -
Special Supplies needed	\$ 50.00	\$ 50.00	\$ -
Uniforms	\$ 250.00	\$ 250.00	\$ -
Equipment Rental ***	\$ 1,000.00	\$ 1,000.00	\$ -
Miscellaneous Expenses	\$ 250.00	\$ 250.00	\$ -
Total Communications & Marketing Spec	\$ 1,800.00	\$ 1,800.00	\$ -
Conservation Education Coordinator			
Staff Training & Development	\$ 250.00	\$ 250.00	\$ -
Special Supplies needed	\$ 50.00	\$ 50.00	\$ -
Uniforms	\$ 250.00	\$ 250.00	\$ -
Equipment Rental***	\$ 1,000.00	\$ 1,000.00	\$ -
Miscellaneous Expenses	\$ 250.00	\$ 250.00	\$ -
Total Conservation Education Coord.	\$ 1,800.00	\$ 1,800.00	\$ -
Website Development & Maintenance	\$ 8,500.00	\$ 8,500.00	\$ -
Advertising	\$ 10,000.00	\$ 10,000.00	\$ -

Corporate Services (CS) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
Rack Cards	\$ 2,000.00	\$ 2,000.00	\$ -
Team Meetings	\$ 500.00	\$ 500.00	\$ -
Exhibits/Display Posters	\$ 2,220.00	\$ 2,220.00	\$ -
Graphic Design	\$ 1,500.00	\$ 1,500.00	\$ -
DVD Productions	\$ 4,000.00	\$ 4,000.00	\$ -
Promotional Events	\$ 5,000.00	\$ 5,000.00	\$ -
Community Development	\$ 2,500.00	\$ 2,500.00	\$ -
Miscellaneous Special Projects	\$ 1,500.00	\$ 1,500.00	\$ -
3e Total Conservation Information	\$ 41,320.00	\$ 41,320.00	\$ -
Provincial			
Management & Members	\$ 8,903.00	\$ 8,903.00	\$ -
Operation of Office	\$ -	\$ -	\$ -
Operation of Vehicles and Equipment	\$ -	\$ -	\$ -
Equipment Acquisition	\$ -	\$ -	\$ -
Communications	\$ -	\$ -	\$ -
3f Total Provincial	\$ 8,903.00	\$ 8,903.00	\$ -
Municipal Levy			
Management & Members	\$ 141,244.77	\$ 152,799.54	\$ 11,554.77
Operation of Office	\$ 192,374.21	\$ 192,374.21	\$ 0.00
Operation of Vehicles and Equipment	\$ (42,032.00)	\$ (42,032.00)	\$ -
Equipment Acquisition	\$ 35,000.00	\$ 55,000.00	\$ 20,000.00
Communications	\$ 22,703.33	\$ 22,703.33	\$ 0.00
3g Total Municipal Levy	\$ 349,290.31	\$ 380,845.09	\$ 31,554.78
Special Levy			
Management & Members	\$ -	\$ -	\$ -
Operation of Office	\$ -	\$ -	\$ -
Operation of Vehicles and Equipment	\$ -	\$ -	\$ -
Equipment Acquisition	\$ -	\$ -	\$ -
Communications	\$ -	\$ -	\$ -
3h Total Special Levy	\$ -	\$ -	\$ -

Corporate Services (CS) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
Other Revenue			
<i>Management & Members (one third of the total listed below)</i>			
Investment Income	\$ 8,000.00	\$ 8,000.00	\$ -
Miscellaneous Income/ carry over from 2018	\$ 61,777.00	\$ 5,020.00	\$ (56,757.00)
Admin fee for Capital Projects	\$ 17,000.00	\$ 17,000.00	\$ -
Summer Student Granted income	\$ 21,648.00	\$ 21,648.00	\$ -
Donations	\$ 4,000.00	\$ 4,000.00	\$ -
Total Management & Members	\$ 37,475.00	\$ 18,556.00	\$ (18,919.00)
<i>Operation of Office (one third of the total listed below)</i>			
Investment Income	\$ 8,000.00	\$ 8,000.00	\$ -
Miscellaneous Income	\$ 5,202.00	\$ 5,202.00	\$ -
Admin fee for Capital Projects	\$ 17,000.00	\$ 17,000.00	\$ -
Summer Student Granted income	\$ 21,648.00	\$ 21,648.00	\$ -
Donations	\$ 4,000.00	\$ 4,000.00	\$ -
Total Operation of Office	\$ 18,616.67	\$ 18,616.67	\$ -
<i>Operation of Vehicles and Equipment</i>			
Use of Authority Owned Vehicles for Programs	\$ 116,370.00	\$ 116,370.00	\$ -
Total Operation of Vehical & Equipment	\$ 116,370.00	\$ 116,370.00	\$ -
<i>Equipment Acquisition</i>			
QC Vehicle Rental and Sales	\$ 5,000.00	\$ 5,000.00	\$ -
Total Equipment Acquisition	\$ 5,000.00	\$ 5,000.00	\$ -
<i>Communciations (one third of the total listed below)</i>			
Investment Income	\$ 8,000.00	\$ 8,000.00	\$ -
Miscellaneous Income	\$ 5,202.00	\$ 5,202.00	\$ -
Admin fee for Capital Projects	\$ 17,000.00	\$ 17,000.00	\$ -
Summer Student Granted income	\$ 21,648.00	\$ 21,648.00	\$ -
Donations	\$ 4,000.00	\$ 4,000.00	\$ -
Total Communications	\$ 18,616.67	\$ 18,616.67	\$ -
3i Total Other Revenue	\$ 196,078.33	\$ 177,159.33	\$ (18,919.00)
Total Corporate Services (CS) Revenue	\$ 554,271.64	\$ 566,907.42	\$ 12,635.78

Conservation Land Management (CLM) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
4a Program Management & Operations	\$ 32,897.04	\$ 78,011.65	\$ 45,114.61
<i>Wages & Benefits for the for the following positions:</i>			
Communications Specialist 10%			
NRW Field Specialist 29%			
4b Property Taxes	\$ 80,000.00	\$ 80,000.00	\$ -
Vanderwater Conservation Area			
Portable Toilets	\$ 700.00	\$ 700.00	\$ -
Trail Maintenance	\$ 1,000.00	\$ 1,000.00	\$ -
Grass Cutting \ Maintenance	\$ 1,500.00	\$ 1,500.00	\$ -
Canadian Tods (signs)	\$ 400.00	\$ 400.00	\$ -
4c Total Vanderwater CA	\$ 3,600.00	\$ 3,600.00	\$ -
Deerock Conservation Area			
Mtc./Safety Inspections	\$ 1,500.00	\$ 1,500.00	\$ -
Gatehouse Attendant	\$ -	\$ -	\$ -
4d Deerock Conservation Area	\$ 1,500.00	\$ 1,500.00	\$ -
Potters Creek Conservation Area			
Trail Maintenance	\$ 2,100.00	\$ 2,100.00	\$ -
Portable Toilets	\$ 700.00	\$ 700.00	\$ -
Grass Cutting & Misc. Maint.	\$ 3,500.00	\$ 3,500.00	\$ -
Hydro at Barn	\$ 900.00	\$ 900.00	\$ -
4e Quinte Conservation Area	\$ 7,200.00	\$ 7,200.00	\$ -

Conservation Land Management (CLM) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
Other Conservation Area's MRW			
Price Conservation Area -Grass Cutting	\$ 1,000.00	\$ 1,000.00	\$ -
Thurlow Wildlife Area -Mtn. & Safety Checks	\$ -	\$ -	\$ -
Frink Centre -Ins & Canadian Tods (signs)	\$ 600.00	\$ 600.00	\$ -
O'Hara Mill Pioneer Homestead & CA			
Student wg pd by volunteer group	\$ 21,000.00	\$ 21,000.00	\$ -
Sidney Conservation Area -Safety Checks	\$ 700.00	\$ 700.00	\$ -
Flinton Conservation Area -Grass Cutting	\$ 700.00	\$ 700.00	\$ -
Sheffield Conservation Area -Trail Mtn.	\$ 3,000.00	\$ 3,000.00	\$ -
Miscellaneous Maintenance	\$ 1,000.00	\$ 1,000.00	\$ -
General Expenses	\$ 2,000.00	\$ 2,000.00	\$ -
4f Total Other Conservation Area's MR	\$ 30,000.00	\$ 30,000.00	\$ -
Depot Lakes Conservation Area & Campground			
Sign Development & Maintenance	\$ 1,200.00	\$ 1,200.00	\$ -
Office Supplies	\$ 200.00	\$ 200.00	\$ -
Security	\$ 200.00	\$ 200.00	\$ -
Maintenance (grass cutting etc.)	\$ 4,000.00	\$ 4,000.00	\$ -
Equipment Rental	\$ 1,000.00	\$ 1,000.00	\$ -
Telephone	\$ 900.00	\$ 900.00	\$ -
Hydro	\$ 3,500.00	\$ 3,500.00	\$ -
Ice	\$ 1,500.00	\$ 1,500.00	\$ -
Hand/Toilet Tissue	\$ 1,000.00	\$ 1,000.00	\$ -
Insurance	\$ 500.00	\$ 500.00	\$ -
Summer Wages granted Income	\$ 40,800.00	\$ 40,800.00	\$ -
Miscellaneous	\$ 200.00	\$ 200.00	\$ -
Preventative Maintenance	\$ 12,200.00	\$ 12,200.00	\$ -
4g Total Depot Lk CA & Campground	\$ 67,200.00	\$ 67,200.00	\$ -

Conservation Land Management (CLM) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
Other Conservation Area's NRW			
Newburgh Conservation Area -grass & mtn	\$ 500.00	\$ 500.00	\$ -
Kingsford Conservation Area -grass	\$ 1,000.00	\$ 1,000.00	\$ -
Forest Mills Conservation Area -grass	\$ 500.00	\$ 500.00	\$ -
Camden East Conservation Area -grass	\$ 100.00	\$ 100.00	\$ -
Colebrook Conservation Area -grass	\$ -	\$ -	\$ -
Portland Conservation Area -grass	\$ 1,000.00	\$ 1,000.00	\$ -
Miscellaneous Maintenance	\$ 1,000.00	\$ 1,000.00	\$ -
General Expenses	\$ 1,500.00	\$ 1,500.00	\$ -
4h Total Other Conservation Area's NRW	\$ 5,600.00	\$ 5,600.00	\$ -
McFarland Conservation Area			
Portable Toilets	\$ 700.00	\$ 700.00	\$ -
Grass Cutting\ Maintenance	\$ 2,000.00	\$ 2,000.00	\$ -
4i Total McFarland CA	\$ 2,700.00	\$ 2,700.00	\$ -
Macaulay Mountain			
Maintenane/grass cutting	\$ 7,500.00	\$ 7,500.00	\$ -
4j Total Macaulay Mountain CA	\$ 7,500.00	\$ 7,500.00	\$ -
4k Massassauga Point -grass cutting	\$ 2,000.00	\$ 2,000.00	\$ -
4l Little Bluff -grass cutting	\$ 3,500.00	\$ 3,500.00	\$ -
Other Conservation Area's PEW			
Beaver Meadow Conservation Area -Mtn	\$ 1,300.00	\$ 1,300.00	\$ -
Rutherford Stevens Conservation Area -grass	\$ 500.00	\$ 500.00	\$ -
Milford Millpond Conservation Area -Mtn	\$ 1,500.00	\$ 1,500.00	\$ -
Harry Smith Conservation Area -Mtn	\$ 1,000.00	\$ 1,000.00	\$ -
Miscellaneous Maintenance	\$ 500.00	\$ 500.00	\$ -
General Expenses	\$ 1,132.00	\$ 1,500.00	\$ 368.00
4m Total Other CA's PEW	\$ 5,932.00	\$ 6,300.00	\$ 368.00
4n CA Major Upgrades	\$ 10,000.00	\$ 20,980.08	\$ 10,980.08
4o Community Development	\$ 2,500.00	\$ 2,500.00	\$ -
Total CLM Expenditures	\$ 262,129.04	\$ 318,591.73	\$ 56,462.69

Conservation Land Management (CLM) Revenue

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
Provincial			
Program Management & Operations	\$ -	\$ -	\$ -
Property Taxes	\$ -	\$ -	\$ -
Vanderwater Conservation Area	\$ -	\$ -	\$ -
Deerrock Conservation Area	\$ -	\$ -	\$ -
Quinte Conservation Area	\$ -	\$ -	\$ -
Other Conservation Area's MRW	\$ -	\$ -	\$ -
Depot Lakes Conservation Area	\$ -	\$ -	\$ -
Other Conservation Area's NRW	\$ -	\$ -	\$ -
McFarland Conservation Area	\$ -	\$ -	\$ -
MacAulay Mountain Conservation Area	\$ -	\$ -	\$ -
Massassauga Conservation Area	\$ -	\$ -	\$ -
Little Bluff Conservation Area	\$ -	\$ -	\$ -
Other Conservation Area's PEW	\$ -	\$ -	\$ -
Conservation Area Major Upgrades	\$ -	\$ -	\$ -
Community Development	\$ -	\$ -	\$ -
4p Total Provincial Revenue	\$ -	\$ -	\$ -
Municipal Levy			
Program Management & Operations	\$ 4,897.04	\$ 50,011.65	\$ 45,114.61
Property Taxes	\$ 80,000.00	\$ 80,000.00	\$ -
Vanderwater Conservation Area	\$ 3,600.00	\$ 3,600.00	\$ -
Deerrock Conservation Area	\$ (5,000.00)	\$ (3,500.00)	\$ 1,500.00
Quinte Conservtion Area	\$ 7,200.00	\$ 7,200.00	\$ -
Other Conservation Area's MRW	\$ 15,000.00	\$ 15,000.00	\$ -
Depot Lakes Conservation Area	\$ (37,800.00)	\$ (37,800.00)	\$ -
Other Conservation Area's NRW	\$ 5,600.00	\$ 5,600.00	\$ -
McFarland Conservation Area	\$ 2,700.00	\$ 2,700.00	\$ -
MacAulay Mountain Conservation Area	\$ 7,500.00	\$ 7,500.00	\$ -
Massassauga Conservation Area	\$ 2,000.00	\$ 2,000.00	\$ -
Little Bluff Conservation Area	\$ 3,500.00	\$ 3,500.00	\$ -
Other Conservation Area's PEW	\$ 5,932.00	\$ 6,300.00	\$ 368.00
Conservation Area Major Upgrades	\$ 10,000.00	\$ 20,980.08	\$ 10,980.08
Community Development	\$ 2,500.00	\$ 2,500.00	\$ -
4q Total Municipal Levy Revenue	\$ 107,629.04	\$ 165,591.73	\$ 57,962.69

Conservation Land Management (CLM) Revenue

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
Special Levy			
Program Management & Operations	\$ -	\$ -	\$ -
Property Taxes	\$ -	\$ -	\$ -
Vanderwater Conservation Area	\$ -	\$ -	\$ -
Deerrock Conservation Area	\$ -	\$ -	\$ -
Quinte Conservtion Area	\$ -	\$ -	\$ -
Other Conservation Area's MRW	\$ -	\$ -	\$ -
Depot Lakes Conservation Area	\$ -	\$ -	\$ -
Other Conservation Area's NRW	\$ -	\$ -	\$ -
McFarland Conservation Area	\$ -	\$ -	\$ -
MacAulay Mountain Conservation Area	\$ -	\$ -	\$ -
Massassauga Conservation Area	\$ -	\$ -	\$ -
Little Bluff Conservation Area	\$ -	\$ -	\$ -
Other Conservation Area's PEW	\$ -	\$ -	\$ -
Conservation Area Major Upgrades	\$ -	\$ -	\$ -
Community Development	\$ -	\$ -	\$ -
4r Total Special Levy Revenue	\$ -	\$ -	\$ -
Other Revenue			
Program Management & Operations	\$ -	\$ -	\$ -
<i>Property Rental for hunting and trapping</i>	\$ 28,000.00	\$ 28,000.00	\$ -
Property Taxes	\$ -	\$ -	\$ -
Vanderwater Conservation Area	\$ -	\$ -	\$ -
Deerrock Conservation Area	\$ -	\$ -	\$ -
<i>Deerrock Gate Receipts</i>	\$ 6,500.00	\$ 5,000.00	\$ (1,500.00)
Quinte Conservtion Area	\$ -	\$ -	\$ -
Other Conservation Area's MRW	\$ -	\$ -	\$ -
<i>O'Hara Mill Summer Students</i>	\$ 15,000.00	\$ 15,000.00	\$ -
Depot Lakes Conservation Area	\$ -	\$ -	\$ -
<i>Revenue from Campground Operation</i>	\$ 105,000.00	\$ 105,000.00	\$ -
Other Conservation Area's NRW	\$ -	\$ -	\$ -
McFarland Conservation Area	\$ -	\$ -	\$ -
MacAulay Mountain Conservation Area	\$ -	\$ -	\$ -
Massassauga Conservation Area	\$ -	\$ -	\$ -
Little Bluff Conservation Area	\$ -	\$ -	\$ -
Other Conservation Area's PEW	\$ -	\$ -	\$ -
Conservation Area Major Upgrades	\$ -	\$ -	\$ -
Communcity Development	\$ -	\$ -	\$ -
4s Total Other Revenue	\$ 154,500.00	\$ 153,000.00	\$ (1,500.00)
Total CLM Revenue	\$ 262,129.04	\$ 318,591.73	\$ 56,462.69

Stewardship Services (SS) Expenditures

	2019 Approved Budget	2020 Preliminary Budget	2020 Preliminary Budget Increase /Decrease
5a Program Management & Operations	\$ 57,049.75	\$ 45,025.83	\$ (12,023.92)
<i>Wages & Benefits for the for the following positions:</i>			
Education Coordinator 64%			
Communications Specialist 5%			
5b Reforestation	\$ 20,000.00	\$ 52,342.19	\$ 32,342.19
<i>Wages & Benefits for the for the following positions:</i>			
Ecologist/Planner 20%			
Manager of Planning & Regulations 10%			
MRW Field Technician 3%			
Conservation Education & Outdoor Program			
Stream of Dreams	\$ 2,000.00	\$ 2,000.00	\$ -
Wild about Wildlife	\$ 5,000.00	\$ 5,000.00	\$ -
Spring Water & Dam Safety Awareness	\$ 3,000.00	\$ 3,000.00	\$ -
Community Development	\$ 2,500.00	\$ 2,500.00	\$ -
Landowner Stewardship	\$ 3,000.00	\$ 3,000.00	\$ -
5c Total Conservation Education	\$ 15,500.00	\$ 15,500.00	\$ -
Total SS Expenditures	\$92,549.75	\$112,868.02	\$20,318.27

Stewardship Services (SS) Revenue

Provincial Reveune			
Program Management & Operations	\$ -	\$ -	\$ -
Reforestation	\$ -	\$ -	\$ -
Conservation Education & Outdoor Program	\$ -	\$ -	\$ -
5d Total Provincial Revenue	\$ -	\$ -	\$ -
Municipal Levy			
Program Management & Operations	\$ 57,049.75	\$ 45,025.83	\$ (12,023.92)
Reforestation	\$ (10,000.00)	\$ 22,342.19	\$ 32,342.19
Conservation Education & Outdoor Program	\$ (28,000.00)	\$ (8,000.00)	\$ 20,000.00
5e Total Municipal Levy	\$ 19,049.75	\$ 59,368.02	\$ 40,318.27
Special Levy			
Program Management & Operations	\$ -	\$ -	\$ -
Reforestation	\$ -	\$ -	\$ -
Conservation Education & Outdoor Program	\$ -	\$ -	\$ -
5f Total Special Levy	\$ -	\$ -	\$ -
Other Revenue			
Program Management & Operations			
Reforestation -Timber sales	\$ 30,000.00	\$ 30,000.00	\$ -
Conservation Education & Outdoor Program			
<i>Fees for Outdoor Program</i>	\$ 3,500.00	\$ 3,500.00	\$ -
<i>Fees from BofQ RAP Program</i>	\$ 40,000.00	\$ 20,000.00	\$ (20,000.00)
5g Total Other Revenue	\$ 73,500.00	\$ 53,500.00	\$ (20,000.00)
Total SS Revenue	\$ 92,549.75	\$ 112,868.02	\$ 20,318.27

**Quinte Conservation
General Levy to Support Operations**

										A
	% in CA	2018 CVA (Modified) In Watershed	2019 Current Value Assessment (CVA)	2019 CVA (Modified) In Watershed	Difference in CVA in Watershed 2019 over 2018	% Difference in CVA in Watershed 2019 over 2018	CVA Based Apportionment Percentage	2019 Actual Levy	2020 Preliminary Levy	\$ Increase
City of Belleville	100	7,037,375,687	7,326,822,939	7,326,822,939	289,447,252	4.11%	33.02	\$ 679,765	\$ 691,234	\$ 11,469
Centre Hastings	08	275,214,137	512,845,655	287,193,567	11,979,430	4.35%	1.53	\$ 26,572	\$ 27,104	\$ 532
Twp. Of Madoc	100	209,341,876	221,259,787	221,259,787	11,918,111	5.69%	1.18	\$ 20,146	\$ 20,904	\$ 758
Marmora & Lake	22	130,438,911	119,006,113	136,313,477	5,874,566	4.50%	0.73	\$ 12,678	\$ 12,932	\$ 254
City of Quinte West	23	1,207,671,252	5,594,199,394	1,286,685,861	78,994,609	6.54%	6.85	\$ 116,710	\$ 121,347	\$ 4,637
Stirling/Rawdon	17	76,924,578	184,780,824	82,415,740	3,488,162	4.42%	0.44	\$ 7,842	\$ 7,796	\$ (46)
Tudor & Cashel	48	76,093,402	161,923,475	77,723,268	1,629,866	2.14%	0.41	\$ 7,294	\$ 7,263	\$ (31)
Municipality of Tweed	100	628,403,216	643,989,091	643,989,091	15,585,875	2.48%	3.43	\$ 60,786	\$ 60,762	\$ (24)
Twp. of Tyendinaga	100	416,962,045	440,951,269	440,951,269	23,989,224	5.75%	2.35	\$ 40,293	\$ 41,630	\$ 1,337
Addington Highlands	44	221,868,390	522,390,640	229,851,882	7,982,562	3.60%	1.22	\$ 21,362	\$ 21,612	\$ 250
Town of Greater Napanee	53	1,134,537,587	2,218,387,474	1,175,745,361	41,207,774	3.63%	5.20	\$ 109,589	\$ 110,885	\$ 1,306
Twp. of Stone Mills	100	862,180,082	893,085,578	893,085,578	30,905,496	3.59%	1.76	\$ 83,364	\$ 84,323	\$ 959
Twp. of North Frontenac	1	8,930,211	915,145,573	9,151,456	221,245	2.48%	0.05	\$ 868	\$ 866	\$ (2)
Twp. of South Frontenac	21	681,028,511	3,334,090,286	700,158,960	19,130,449	2.81%	3.73	\$ 65,823	\$ 66,076	\$ 253
Twp. of Central Frontenac	46	420,085,137	340,906,593	432,826,095	12,740,958	3.03%	2.31	\$ 40,640	\$ 40,821	\$ 181
Town of Deseronto	100	121,845,508	123,381,198	123,381,198	1,535,690	1.26%	0.66	\$ 11,810	\$ 11,692	\$ (118)
Corp. of Loyalist Twp.	3	63,039,224	2,206,395,701	86,191,871	3,152,647	5.00%	0.35	\$ 6,079	\$ 6,200	\$ 121
Prince Edward County	100	4,402,164,882	4,641,055,719	4,641,055,719	238,891,037	5.43%	24.72	\$ 425,331	\$ 437,911	\$ 12,580
TOTAL QC LEVIES		17,976,085,166		18,774,820,119	798,734,953	4.44%	100.00	\$ 1,736,752	\$ 1,771,487	\$ 34,735

Quinte Conservation
Capital Levy to Support Watershed Management

	% In CA	2018 CVA (Modified) in Watershed	2019 Current Value Assessment (CVA)	2019 CVA (Modified) in Watershed	Difference in CVA in Watershed 2019 over 2018	% Difference in CVA in Watershed 2019 over 2018	CVA Based Apportionment Percentage	2020 Preliminary Levy
City of Belleville	100	7,037,375,687	7,326,822,939	7,326,822,939	289,447,252	4.11%	39.02	\$ 39,020
Centre Hastings	56	275,214,137	512,845,655	287,193,567	11,979,430	4.35%	1.53	\$ 1,530
Twp. Of Madoc	100	209,341,676	221,259,787	221,259,787	11,918,111	5.69%	1.18	\$ 1,180
Marmora & Lake	22	130,438,911	619,606,713	136,313,477	5,874,566	4.50%	0.73	\$ 730
City of Quinte West	23	1,207,671,252	5,594,199,394	1,286,665,861	78,994,609	6.54%	6.85	\$ 6,850
Stirling/Rawdon	17	78,924,578	484,780,824	82,412,740	3,488,162	4.42%	0.44	\$ 440
Tudor & Cashel	48	76,093,402	161,923,475	77,723,268	1,629,866	2.14%	0.41	\$ 410
Municipality of Tweed	100	628,403,216	643,989,091	643,989,091	15,585,875	2.48%	3.43	\$ 3,430
Twp. of Tyendinaga	100	416,962,045	440,951,269	440,951,269	23,989,224	5.75%	2.35	\$ 2,350
Addington Highlands	44	221,869,320	522,390,640	229,851,882	7,982,562	3.60%	1.22	\$ 1,220
Town of Greater Napanee	53	1,134,537,587	2,218,387,474	1,175,745,361	41,207,774	3.63%	6.26	\$ 6,260
Twp. of Stone Mills	100	862,160,082	893,085,578	893,085,578	30,925,496	3.59%	4.76	\$ 4,760
Twp. of North Frontenac	1	8,930,211	915,145,573	9,151,456	221,245	2.48%	0.05	\$ 50
Twp. of South Frontenac	21	681,028,511	3,334,090,286	700,158,960	19,130,449	2.81%	3.73	\$ 3,730
Twp. of Central Frontenac	46	420,085,137	940,926,293	432,826,095	12,740,958	3.03%	2.31	\$ 2,310
Town of Deseronto	100	121,845,508	123,381,198	123,381,198	1,535,690	1.26%	0.66	\$ 660
Corp. of Loyalist Twp.	3	63,039,224	2,206,395,701	66,191,871	3,152,647	5.00%	0.35	\$ 350
Prince Edward County	100	4,402,164,682	4,641,095,719	4,641,095,719	238,931,037	5.43%	24.72	\$ 24,720
TOTAL QC LEVIES		17,976,085,166		18,774,820,119	798,734,953	4.44%	100.00	\$ 100,000

Stirling-Rawdon and District Recreation Centre (Arena Board) Proposed 2020 Budget

Account Number/Description	2019 Budget	2019 Actual (not final)	2020 Budget
0-400 Ice Rentals	\$ 151,250.00	\$ 155,563.22	\$ 161,000.00
0-401 Ice Family/Pub Skate	\$ 2,500.00	\$ 2,320.13	\$ 2,500.00
0-402 Surface	\$ 4,000.00	\$ 3,477.57	\$ 4,000.00
0-403 Hall	\$ -	\$ -	\$ -
0-404 Canteen	\$ 4,200.00	\$ 4,722.00	\$ 4,336.00
0-405 Curling Club	\$ 25,000.00	\$ 21,430.59	\$ 25,000.00
0-406 Room Rental	\$ 5,160.00	\$ 5,160.00	\$ 5,300.00
0-407 Sign Rental	\$ 10,000.00	\$ 10,175.03	\$ 12,400.00
0-408 Skate Sharpener	\$ 500.00	\$ 500.00	\$ 500.00
0-409 Phone Receipts	\$ 791.00	\$ 791.00	\$ 791.00
0-410 Miscellaneous - Grant	\$ -	\$ 40,151.00	\$ 60,000.00
0-411 Lions Club	\$ 500.00	\$ 49,920.00	\$ 500.00
0-412 Municipal Contributions	\$ 248,680.00	\$ 248,742.94	\$ 254,323.00
0-413 Investment Income	\$ 500.00	\$ 4,857.82	\$ 2,000.00
0-414 Donations	\$ 1,700.00	\$ 11,585.62	\$ 1,700.00
0-415 Village Loans	\$ -	\$ -	\$ -
0-416 Surplus Previous Year	\$ -	\$ -	\$ 1,900.00
0-417 Insurance Proceeds	\$ -	\$ -	\$ -
0-418 Pepsi Revenue	\$ -	\$ -	\$ -
0-419 Contributions from Reserve	\$ -	\$ 192,333.11	\$ 20,000.00
Total Revenue	\$ 454,781.00	\$ 751,730.03	\$ 556,250.00
0-500 General Administration	\$ 1,000.00	\$ 948.18	\$ 1,000.00
0-501 Payroll	\$ 165,000.00	\$ 155,739.03	\$ 180,000.00
0-502 Hydro	\$ 105,000.00	\$ 115,872.97	\$ 120,000.00
0-503 Propane	\$ 3,000.00	\$ 1,870.28	\$ 2,000.00
0-504 Cleaning Supplies	\$ -	\$ -	\$ -

COUNTY OF HASTINGS

EXHIBIT A2

MUNICIPAL APPORTIONMENT

2020 BUDGET

	<u>2019 BUDGET</u>	<u>2019 ACTUAL</u>	<u>2020 BUDGET</u>	<u>%</u>
<u>HASTINGS COUNTY</u>				
GENERAL GOVERNMENT	4,311,108	3,825,849	4,365,387	1.26%
PROVINCIAL OFFENCES	(269,084)	(144,057)	(156,642)	-41.79%
PLANNING, 911, ECONOMIC DEVELOPMENT	1,408,976	1,332,203	1,534,939	8.94%
COMMUNITY AND HUMAN SERVICES	5,104,360	4,991,010	5,373,479	5.27%
PARAMEDIC SERVICES	2,546,374	2,546,374	2,779,145	9.14%
LONG-TERM CARE	1,438,708	1,484,644	1,626,051	13.02%
	14,540,443	14,036,022	15,522,359	6.75%
<u>BELLEVILLE</u>				
PROVINCIAL OFFENCES	(201,813)	(99,990)	(105,840)	-47.56%
911 MANAGEMENT GROUP	63,465	61,512	74,650	17.62%
COMMUNITY AND HUMAN SERVICES	7,071,827	6,914,786	7,433,070	5.11%
PARAMEDIC SERVICES	3,527,870	3,527,870	3,844,359	8.97%
LONG-TERM CARE	2,700,386	2,752,816	3,077,079	13.95%
	13,161,735	13,156,994	14,323,319	8.83%
<u>QUINTE WEST</u>				
PROVINCIAL OFFENCES	(\$201,813)	(\$154,417)	(\$160,876)	-20.28%
911 MANAGEMENT GROUP	\$54,531	\$52,854	\$64,142	17.62%
COMMUNITY AND HUMAN SERVICES	\$5,097,451	\$4,984,254	\$5,371,661	5.38%
PARAMEDIC SERVICES	\$2,542,927	\$2,542,928	\$2,778,205	9.25%
LONG-TERM CARE	\$1,436,992	\$1,482,873	\$1,625,519	13.12%
	\$8,930,088	\$8,908,492	\$9,678,651	8.38%
<u>B WING TRENTON</u>				
911 MANAGEMENT GROUP	\$2,023	\$1,961	\$2,380	17.65%
	\$2,023	\$1,961	\$2,380	17.65%
<u>TOTAL</u>	\$ 36,634,289	\$ 36,103,470	\$ 39,526,709	7.90%

COUNTY OF HASTINGS

EXHIBIT D-2

HASTINGS / QUINTE 911

2020 BUDGET

	<u>2019 BUDGET</u>	<u>2019 ACTUAL</u>	<u>2020 BUDGET</u>	<u>%</u>
SALARIES	62,778	61,703	81,930	30.51%
FRINGE BENEFITS	11,324	11,609	20,470	80.77%
OFFICE SUPPLIES	50		50	0.00%
OFFICE EQUIPMENT	150	70	150	0.00%
MILEAGE & TRAVEL	3,500	2,330	3,500	0.00%
CONVENTIONS / MEETINGS	6,000	4,669	6,000	0.00%
EDUCATION	1,000	560	1,000	0.00%
TELEPHONE	1,150	1,054	1,000	-13.04%
PUBLIC EDUCATION	1,000		1,000	0.00%
COMMITTEE FEES	300	498	300	0.00%
MEMBERSHIPS	500	142	500	0.00%
COMPUTER	250		250	0.00%
ADVERTISING	1,000	1,117	1,000	0.00%
LEGAL	1,000		1,000	0.00%
PURCHASED SERVICES	64,333	65,466	65,500	1.81%
INTERDEPARTMENTAL-911 MAPPING / DATABASE SERVICES	12,000	12,000	12,000	0.00%
<u>TOTAL EXPENDITURES</u>	166,335	\$161,218	\$195,650	17.62%

MUNICIPAL APPORTIONMENT OF BUDGET TOTAL EXPENDITURES : BASED ON PER CAPITA BASIS

<u>MUNICIPALITIES</u>	<u>2019 BUDGET</u>	<u>2019 ACTUAL</u>	<u>BASED ON POPULATION FROM</u>		<u>POPULATION</u>
			<u>MUN.DIRECTORY</u>	<u>%</u>	
HASTINGS COUNTY	\$46,316	\$44,891	\$54,479	27.84%	37,012
CITY OF BELLEVILLE	\$63,465	\$61,512	\$74,650	38.15%	50,716
CITY OF QUINTE WEST	\$54,531	\$52,854	\$64,142	32.78%	43,577
8 WING CFB TRENTON	\$2,023	\$1,961	\$2,380	1.22%	1,617
<u>TOTAL APPORTIONMENT</u>	\$166,335	161,218	\$195,650	100.00%	132,922

COUNTY OF HASTINGS

EXHIBIT C

PROVINCIAL OFFENCES

2020 OPERATING BUDGET

<u>EXPENDITURES</u>	<u>2019 BUDGET</u>	<u>2019 ACTUAL</u>	<u>2020 BUDGET</u>	<u>%</u>
SALARIES	\$428,022	\$404,258	\$429,500	0.35%
FRINGE BENEFITS	117,049	115,642	122,400	4.57%
COMMITTEE FEES	700	623	700	0.00%
OFFICE EQUIPMENT	3,000	731	3,000	0.00%
COMMON COSTS	149,228	149,228	141,642	-5.08%
ACCOMMODATION COSTS (OFFICE/COURT RENTAL)	136,000	132,601	136,000	0.00%
ADVERTISING	500	0	500	0.00%
AUDIT COSTS	420	420	500	19.05%
INSURANCE	370	362	400	8.11%
LEGAL COSTS	10,000	917	10,000	0.00%
POSTAGE	8,500	9,325	10,000	17.65%
PHOTOCOPIER	2,000	1,986	2,000	0.00%
TELEPHONE	1,750	1,736	1,750	0.00%
OFFICE SUPPLIES	10,500	8,494	10,500	0.00%
PAYROLL PROCESSING CHARGES	2,500	2,549	2,500	0.00%
COMPUTER OPERATIONS	17,750	17,809	17,750	0.00%
PURCHASE SERVICES - MINISTRY OF ATTORNEY GENERAL	195,000	214,141	200,000	2.56%
- PROSECUTOR	75,000	72,036	75,000	0.00%
- COLLECTION FEES	500	64	500	0.00%
- OTHER	11,500	23,931	15,000	30.43%
EDUCATION	3,600	3,163	3,600	0.00%
MILEAGE & TRAVEL / WITNESS FEES	4,500	3,753	4,500	0.00%
SUBSCRIPTIONS	4,900	4,061	4,900	0.00%
BANK CHARGES / POS CHARGES	26,500	25,252	26,500	0.00%
TOTAL EXPENDITURES	\$1,209,790	\$1,193,082	\$1,219,142	0.77%

REVENUE

GROSS TICKET REVENUE	\$1,850,000	\$1,547,163	\$1,600,000	-13.51%
MISC REVENUE / BANK INTEREST, ETC...	10,000	24,203	20,000	100.00%
REVENUE - PURCHASE OF SERVICE AGREEMENTS	22,500	20,180	22,500	0.00%
	\$1,882,500	\$1,591,546	\$1,642,500	-12.75%

NET (REVENUE) / COST

(\$672,710) (\$398,464) (\$423,358) -37.07%

MUNICIPAL SPLIT OF REVENUE BASED ON PROPORTIONATE NUMBER OF TICKETS ISSUED.

<u>MUNICIPALITIES</u>	<u>2019 BUDGET</u>	<u>2019 ACTUAL</u>	<u>2020 BUDGET</u>	<u>Apportionment Percent</u>
HASTINGS COUNTY	(269,084)	(144,057)	(156,642)	37.00%
BELLEVILLE	(201,813)	(99,990)	(105,840)	25.00%
QUINTE WEST	(201,813)	(154,417)	(160,876)	38.00%
TOTAL (REVENUE) / COST APPORTIONMENT	(\$672,710)	(\$398,464)	(\$423,358)	100.00%

COUNTY OF HASTINGS

EXHIBIT F

PARAMEDIC SERVICES

2020 BUDGET

OPERATING

	<u>2019 BUDGET</u>	<u>2019 ACTUAL</u>	<u>2020 BUDGET</u>	<u>%</u>
EXPENDITURES				
SALARIES	\$11,627,100	\$11,381,481	12,253,850	5.39%
FRINGE BENEFITS	3,895,100	3,937,017	4,166,350	6.96%
LINEN / LAUNDRY	41,000	38,616	43,400	5.85%
UNIFORM REPLACEMENT	100,000	50,360	109,550	9.55%
OFFICE SUPPLIES	23,000	25,800	23,000	0.00%
OFFICE EQUIPMENT / FURNITURE	20,000	10,516	15,000	-25.00%
MILEAGE & TRAVEL	105,000	98,428	110,800	5.52%
COMMITTEE FEES	8,500	11,957	8,500	0.00%
STAFF TRAINING / EDUCATION	39,000	44,502	39,000	0.00%
MEMBERSHIP / SUBSCRIPTIONS / ASSOCIATION FEES	3,500	4,673	5,000	42.86%
RENTAL ACCOMMODATIONS	321,900	321,684	325,000	0.96%
TELEPHONE / COMMUNICATIONS	45,000	46,304	45,000	0.00%
UTILITIES	59,445	51,543	59,445	0.00%
PROPERTY TAXES	70,211	69,525	71,600	1.98%
LEGAL	35,000	31,402	30,000	-14.29%
AUDIT	7,040	7,106	7,400	5.11%
ADVERTISING	2,000		2,000	0.00%
COMPUTER	222,753	218,844	308,800	38.63%
MEDICAL SUPPLIES	430,000	424,987	470,000	9.30%
BUILDING MAINTENANCE	130,000	119,980	110,000	-15.38%
EQUIPMENT REPLACEMENT	60,000	43,565	50,000	-16.67%
INSURANCE - VEHICLE / LIABILITY / PROPERTY	179,480	179,477	186,950	4.16%
INSURANCE - CLAIMS DEDUCTIBLE		45,911	10,000	
VEHICLE OPERATIONS - FUEL	425,000	389,722	400,000	-5.88%
- MAINTENANCE / REPAIR	490,000	437,031	460,500	-6.02%
CROSS BORDER	90,000	91,118	90,000	0.00%
OFF LOAD DELIVERY-QHC	232,140	232,140	232,140	0.00%
EMERGENCY PREPAREDNESS INITIATIVES	10,000	9,546	10,000	0.00%
COMMUNITY PARAMEDICINE PROJECT	125,000	144,946	125,000	0.00%
COMMON COSTS	541,632	541,632	497,700	-8.11%
DEBT CHARGES	45,000	5,638	116,296	158.44%
SMART GLASSES PROJECT	43,620	20,741		-100.00%
PALLIATIVE TRAINING COSTS	81,000	81,665		
EXPENDITURE RECOVERIES		(58,696)		
CONTRIBUTION TO RESERVES		196,323		
TOTAL EXPENDITURES	\$19,508,421	\$19,255,484	\$20,382,281	4.48%

REVENUE

PROVINCIAL TEMPLATE SUBSIDY	\$8,566,599	\$8,264,176	\$8,621,900	0.65%
COMMUNITY PARAMEDICINE PROJECT	125,000	144,946	125,000	0.00%
PRINCE EDWARD COUNTY CONTRIBUTION-OPERATIONS	2,789,890	2,738,303	2,774,031	-0.57%
OFF LOAD DELIVERY FUNDING	232,140	232,140	232,140	0.00%
SMART GLASSES	43,620	20,448		-100.00%
PALLIATIVE TRAINING	81,000	81,665		
MISC REVENUE / SALE VEHICLE / EVENT COVRGE / ETC..	53,000	156,634	53,000	0.00%
CONTRIBUTION FROM RESERVE			200,750	
TOTAL REVENUE	\$11,891,249	\$11,638,312	\$12,006,821	0.97%
TOTAL OPERATING	\$7,617,172	\$7,617,172	\$8,375,460	9.95%

CAPITAL

Capital Levy	\$1,000,000	\$1,000,000	\$1,026,250	2.63%
NET COST	\$8,617,172	\$8,617,172	\$9,401,710	9.10%

MUNICIPAL APPORTIONMENT OF BUDGET NET COST : BASED ON WEIGHTED ASSESSMENT.

MUNICIPALITIES	BASED ON APPORTIONMENT RATES			
	<u>2019 BUDGET</u>	<u>2019 ACTUAL</u>	<u>2020 BUDGET</u>	<u>%</u>
HASTINGS COUNTY.....	\$2,546,374	2,546,374	\$2,779,145	29.56%
BELLEVILLE.....	\$3,527,870	3,527,870	\$3,844,359	40.89%
QUINTE WEST.....	\$2,542,927	2,542,928	\$2,778,205	29.55%
TOTAL APPORTIONMENT	\$8,617,172	\$8,617,172	\$9,401,710	100.00%

COUNTY OF HASTINGS

EXHIBIT E-1

COMMUNITY AND HUMAN SERVICES

2020 BUDGET

	<u>2019 BUDGET</u>	<u>2019 ACTUAL</u>	<u>2020 BUDGET</u>	<u>%</u>
<u>PROGRAM EXPENDITURES</u>				
EMPLOYMENT & FINANCIAL ASSISTANCE PROGRAMS	\$27,293,854	\$23,663,718	\$26,539,846	-2.76%
ONTARIO WORKS ADMINISTRATION	11,040,008	\$10,552,541	\$10,620,971	-3.80%
CHILDREN SERVICES PROGRAMS	14,985,125	15,322,127	14,985,976	0.01%
CHILDREN SERVICES ADMINISTRATION	889,499	898,181	861,739	-3.12%
COUNTY OPERATED BEFORE & AFTER SCHOOL PROGRAMS	372,480	314,797	457,400	22.80%
COMMUNITY HOUSING - OPERATING	21,650,856	22,263,486	24,436,333	12.87%
COMMUNITY HOUSING - CAPITAL	1,500,000	1,500,000	1,910,000	27.33%
<u>TOTAL EXPENDITURES</u>	<u>\$77,731,822</u>	<u>\$74,514,850</u>	<u>\$79,812,265</u>	<u>2.68%</u>

REVENUE

EMPLOYMENT & FINANCIAL ASSISTANCE PROGRAMS	\$26,936,204	\$23,296,112	\$26,245,196	-2.57%
ONTARIO WORKS ADMINISTRATION	6,920,754	6,443,434	6,545,700	-5.42%
CHILDREN SERVICES PROGRAMS	14,087,931	14,429,553	13,736,600	-2.49%
CHILDREN SERVICES ADMINISTRATION	729,430	738,116	701,000	-3.90%
COUNTY OPERATED BEFORE & AFTER SCHOOL PROGRAMS	372,480	457,469	457,400	22.80%
COMMUNITY HOUSING - OPERATING	11,411,385	12,260,116	13,948,159	22.23%
<u>TOTAL COUNTY REVENUE</u>	<u>\$60,458,184</u>	<u>\$57,624,800</u>	<u>\$61,634,055</u>	<u>1.94%</u>

NET COST

EMPLOYMENT & FINANCIAL ASSISTANCE PROGRAMS	\$357,650	\$367,606	\$294,650	-17.61%
ONTARIO WORKS ADMINISTRATION	\$4,119,254	\$4,109,107	\$4,075,271	-1.07%
CHILDREN SERVICES PROGRAMS	\$897,194	\$892,574	\$1,249,376	39.25%
CHILDREN SERVICES ADMINISTRATION	\$160,069	\$160,065	\$160,739	0.42%
COUNTY OPERATED BEFORE & AFTER SCHOOL PROGRAMS	\$0	(\$142,672)	\$0	
COMMUNITY HOUSING - OPERATING	\$11,739,471	\$11,503,370	\$12,398,174	5.61%
<u>NET COST</u>	<u>\$17,273,638</u>	<u>\$16,890,050</u>	<u>\$18,178,210</u>	<u>5.24%</u>

MUNICIPAL APPORTIONMENT OF 2019 BUDGET NET COST : BASED ON WEIGHTED ASSESSMENT.

<u>MUNICIPALITIES</u>	<u>2019 BUDGET</u>	<u>2019 ACTUAL</u>	<u>2020 BUDGET</u>	<u>%</u>
HASTINGS COUNTY.....	\$5,104,360	\$4,991,010	\$5,373,479	29.56%
BELLEVILLE.....	\$7,071,827	\$6,914,786	\$7,433,070	40.89%
QUINTE WEST.....	\$5,097,451	\$4,984,254	\$5,371,661	29.55%
<u>TOTAL APPORTIONMENT</u>	<u>\$17,273,638</u>	<u>\$16,890,050</u>	<u>\$18,178,210</u>	<u>100.00%</u>

CITY OF BELLEVILLE

	<u>2019 BUDGET</u>	<u>2019 ACTUAL</u>	<u>2020 BUDGET</u>
Social Services - General Assistance	2,265,700	2,205,306	2,363,400
Social Housing	4,806,200	4,709,360	5,069,700
<u>TOTAL</u>	<u>7,071,900</u>	<u>6,914,666</u>	<u>7,433,100</u>

COUNTY OF HASTINGS

HASTINGS / QUINTE LONG TERM CARE

2020 BUDGET

	<u>2019 BUDGET</u>	<u>2019 ACTUAL</u>	<u>2020 BUDGET</u>	<u>%</u>
OPERATING EXPENSES	\$ 29,699,958	\$ 29,936,244	\$ 30,784,009	3.65%
REVENUE	(26,481,751)	(26,606,749)	(26,985,029)	1.90%
NET OPERATING COST	3,218,207	3,329,495	3,798,980	18.05%
CAPITAL	2,357,879	2,390,838	2,529,670	7.29%
NET COST	<u>\$ 5,576,086</u>	<u>\$ 5,720,333</u>	<u>\$ 6,328,650</u>	<u>13.50%</u>

BREAKDOWN BY FACILITY

HASTINGS MANOR	3,134,720	3,278,967	3,667,229	16.99%
CENTENNIAL MANOR	2,441,366	2,441,366	2,661,420	9.01%
	<u>\$ 5,576,086</u>	<u>\$ 5,720,333</u>	<u>\$ 6,328,650</u>	<u>13.50%</u>

MUNICIPAL PARTNERS COST SHARE RECOVERY

BELLEVILLE	2,700,386	2,752,816	3,077,079	13.95%
QUINTE WEST	1,436,992	1,482,873	1,625,519	13.12%
HASTINGS COUNTY	1,438,708	1,484,644	1,626,051	13.02%
	<u>\$ 5,576,086</u>	<u>\$ 5,720,333</u>	<u>\$ 6,328,650</u>	<u>13.50%</u>

COUNTY OF HASTINGS

EXHIBIT G

HASTINGS / QUINTE L.T.C. - HASTINGS MANOR

2020 BUDGET

OPERATING EXPENDITURES

	<u>2019 BUDGET</u>	<u>2019 ACTUAL</u>	<u>2020 BUDGET</u>	<u>%</u>
WAGES	\$12,430,212	\$12,697,567	\$13,078,841	5.22%
FRINGE BENEFITS	3,165,369	3,167,948	3,204,317	1.23%
HEATING, HYDRO & WATER	765,000	709,003	743,000	-2.88%
<u>SUB TOTAL</u>	\$16,360,580	\$16,574,518	\$17,026,158	4.07%
ALL OTHER EXPENSES	\$3,405,681	\$3,526,269	\$3,525,400	3.52%
CONTRIBUTION TO RESERVES-WSIB / Other	0	0	0	
-Capital	0	0	0	
<u>TOTAL EXPENDITURES</u>	\$19,766,261	\$20,100,787	\$20,551,558	3.97%

REVENUE

PROVINCIAL SUBSIDY	\$11,642,686	\$11,690,583	\$12,051,522	3.51%
RESIDENT-BASIC ACCOMMODATION	4,977,587	5,139,138	5,121,539	2.89%
RESIDENT-PREF. ACCOMMODATION	980,995	1,038,412	1,032,932	5.29%
PROVINCIAL SUBSIDY-PHYSICIAN ON-CALL	24,500	25,373	25,300	3.27%
-RAI-MDS INITIATIVE-SUSTAINABI	92,748	109,123	132,415	42.77%
-High Needs-Nursing Per Diem	60,025	60,024	60,885	1.43%
-Registered Nurse	106,068	26,517	0	-100.00%
-Physiotherapy	209,484	52,371	0	-100.00%
-Direct Care Staffing	0	79,506	106,008	
-BSO Funding	98,220	99,538	100,008	1.82%
-Quality Attainment Premium	33,240	33,240	33,335	0.29%
-Falls Prevention Equipment	25,296	25,296	25,296	0.00%
MISC. REVENUE (INTEREST / DONATIONS / OTHER)	59,200	44,818	6,700	-88.68%
CONTRIBUTION FROM RESERVES-WSIB	30,169		30,000	-0.56%
CONTRIBUTION FROM RESERVES				
	\$18,340,218	\$18,423,939	\$18,725,940	2.10%
<u>TOTAL OPERATING</u>	\$1,426,043	\$1,676,848	\$1,825,618	28.02%

CAPITAL

CAPITAL LEVY	\$200,000	\$200,000	\$225,000	12.50%
LONG TERM DEBT COST	2,464,429	2,357,871	2,575,000	4.49%
PROVINCIAL DEBT SERVICING ALLOWANCE	(955,752)	(955,752)	(958,389)	0.28%
<u>TOTAL CAPITAL</u>	\$1,708,677	\$1,602,119	\$1,841,611	7.78%

NET COST

	\$3,134,720	\$3,278,967	\$3,667,229	16.99%
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BASED ON 2019

APPORTIONMENT RATES

<u>DISTRIBUTION OF NET COSTS</u>	<u>2019 BUDGET</u>	<u>2019 ACTUAL</u>	<u>2020 BUDGET</u>	<u>%</u>
<u>Based on proportionate share of beds(Resident Days)</u>				
BELLEVILLE	\$2,309,035	\$2,361,465	\$2,641,138	72.02%
<u>Based on proportionate share of weighted assessment</u>				
QUINTE WEST	\$412,595	\$458,476	\$513,045	13.99%
HASTINGS	\$413,090	\$459,026	\$513,045	13.99%
	\$3,134,720	\$3,278,967	\$3,667,229	100.00%

COUNTY OF HASTINGS

EXHIBIT H

HASTINGS / QUINTE L.T.C. - CENTENNIAL MANOR

2020 BUDGET

OPERATING

EXPENDITURES

	<u>2019 BUDGET</u>	<u>2019 ACTUAL</u>	<u>2020 BUDGET</u>	<u>%</u>
WAGES	\$6,140,780	\$6,159,763	\$6,406,606	4.33%
FRINGE BENEFITS	1,508,602	1,441,863	1,505,558	-0.20%
HEATING, HYDRO & WATER	320,500	324,877	332,200	3.65%
<u>SUB TOTAL</u>	<u>\$7,969,882</u>	<u>\$7,926,503</u>	<u>\$8,244,364</u>	<u>3.44%</u>
ALL OTHER EXPENSES	\$1,963,815	\$1,908,954	\$1,988,086	1.24%
CONTRIBUTION TO RESERVES-WSIB	0	0	0	
CONTRIBUTION TO CAPITAL RESERVES				
<u>TOTAL EXPENDITURES</u>	<u>\$9,933,697</u>	<u>\$9,835,457</u>	<u>\$10,232,450</u>	<u>3.01%</u>

REVENUE

PROVINCIAL SUBSIDY	\$5,149,703	\$5,219,985	\$5,357,557	4.04%
RESIDENT-BASIC ACCOMMODATION	2,182,405	2,195,279	2,192,059	0.44%
RESIDENT-PREF. ACCOMMODATION	328,667	348,614	348,565	6.05%
PROVINCIAL SUBSIDY -Physician on Call	14,500	15,044	15,000	3.45%
-RAI MDS Initiative-Sustainability	65,004	61,839	57,874	-10.97%
-Quality Attainment Premium	14,448	14,448	14,494	0.32%
-Falls Prevention Equipment	11,004	11,004	11,004	0.00%
-High Needs Nursing	26,098	26,100	26,472	1.43%
-Registered Nurse	106,068	26,517	0	-100.00%
-Physiotherapy	91,080	22,770	0	-100.00%
-Direct Care Staffing	0	79,506	106,008	
-Nurse Practitioner	122,856	122,856	122,856	0.00%
MISC. REVENUE (RENT / OTHER)	29,700	38,848	7,200	-75.76%
CONTRIBUTION FROM RESERVES				
<u>TOTAL REVENUE</u>	<u>\$8,141,533</u>	<u>\$8,182,810</u>	<u>\$8,259,089</u>	<u>1.44%</u>

TOTAL OPERATING

<u>\$1,792,164</u>	<u>\$1,652,647</u>	<u>\$1,973,361</u>	
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CAPITAL

CAPITAL LEVY	\$120,324	\$259,841	\$120,324	0.00%
LONG TERM DEBT COST	944,426	944,426	984,426	4.24%
PROVINCIAL DEBT SERVICING ALLOWANCE	(415,548)	(415,548)	(416,691)	0.28%
<u>TOTAL CAPITAL</u>	<u>\$649,202</u>	<u>\$788,719</u>	<u>\$688,059</u>	<u>5.99%</u>

NET COST

<u>\$2,441,366</u>	<u>\$2,441,366</u>	<u>\$2,661,420</u>	<u>9.01%</u>
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DISTRIBUTION OF NET COSTS

	<u>2019 BUDGET</u>	<u>2019 ACTUAL</u>	<u>2020 BUDGET</u>	<u>%</u>
<u>HASTINGS COUNTY</u>	\$1,025,618	\$1,025,618	\$1,113,006	41.82%
<u>QUINTE WEST</u>	\$1,024,397	\$1,024,397	\$1,112,474	41.80%
<u>BELLEVILLE - (THURLOW / QUINTE WEST ANNEX)</u>	\$391,351	\$391,351	\$435,941	16.38%
<u>TOTALS</u>	<u>\$2,441,366</u>	<u>\$2,441,366</u>	<u>\$2,661,421</u>	<u>100.00%</u>



MUNICIPAL PROPERTY ASSESSMENT CORPORATION

November 21, 2019

To: Heads of Council
Municipal Billing Partners

From: Alan Spacek
Chair, MPAC Board of Directors

Subject: Budget and Municipal Levy for 2020

As the new Board Chair of the Municipal Property Assessment Corporation (MPAC), I would like to confirm my strong commitment to serving Ontario's municipalities through an efficient and reliable property tax and assessment system.

My years in municipal politics have provided me with a firsthand account of MPAC's evolution and this feeling of progress has been confirmed since joining MPAC's Board of Directors earlier this year. Today, MPAC has strong values of accountability, transparency and a customer-centric approach to how we operate.

We understand the financial pressure faced by municipalities and a constant through MPAC's evolution has been prudent financial management. I saw this in action as staff worked through the 2020 budget process in search of savings and new ways of delivering services. In addition to drawing on reserves, MPAC reduced administration costs, imposed a freeze on executive salaries and negotiated a contractual agreement to deliver a responsible budget that respects the financial realities faced by Ontario municipalities. If we had not done this, the levy increase would have been higher.

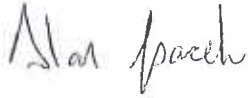
I am pleased to announce the Board has approved MPAC's 2020 budget that includes an overall municipal levy increase of 1.9%, which is lower than past years despite rising labour costs that are required to fund contractual obligations and maintain service levels.

The specific levy amount for each municipality is determined by the formula set out in the *Municipal Property Assessment Corporation Act*. Not all municipalities will see an exact 1.9% increase; each municipality's levy is dependent on the growth of their assessment base and the size of their assessment base proportionate to the whole province. Your staff can expect to receive more details about your specific 2020 levy in mid-December. In the interim, they can contact their local Account Manager with specific levy questions.

MPAC greatly values its partnerships with municipalities and we look forward to engaging you more closely through your organizations and at conferences. I am excited to contribute to the

agency's vision and direction into the future. I hope to meet many of you personally at next year's conferences and encourage you to review all the ways to connect with us in the document attached.

Sincerely,



Alan Spacek
Chair, MPAC Board of Directors

Attachment

Copy MPAC Board of Directors
Nicole McNeill, President and Chief Administrative Officer, MPAC
Executive Management Group, MPAC
Chief Administrative Officers, Chief Financial Officers, Clerks & Treasurers



HASTINGS PRINCE EDWARD
Public Health

Main Office – Belleville

179 North Park Street, Belleville, ON K8P 4P1
T: 613-966-5500 | 1-800-267-2803 | F: 613-966-9418
TTY: 711 or 1-800-267-6511
hpePublicHealth.ca

March 4, 2020

Mr. Rod Bovay,
Chief Administrative Officer
Corporation of the City of Belleville
169 Front Street
Belleville, ON K8N 2Y8

Via email: rbovay@belleville.ca

Dear Mr. Bovay:

Re: 2020 Health Unit Budget and Municipal Levy Assessment

The Board of Health for Hastings Prince Edward Public Health, approved the 2020 Budget on February 5, 2020. The complete budget package is attached for your information and reference. Please note the consolidated budget for the Health Unit is \$17,192,384 which represents the budget for all HPEPH program areas.

In accordance with Section 72(5) of the *Health Protection and Promotion Act*, notice is hereby provided that the 2020 Budget for the Board of Health is set at \$14,080,800 for Ministry of Health cost shared programs.

Based on the new Public Health funding formula, the municipal share of the 2020 Budget is \$3,944,850. For 2020, the budget includes mitigation funding from the Ministry of Health and a transfer from Reserves, to maintain the same total municipal funding as 2019 (\$3,388,953). The attached Calculation of 2020 Municipal Levy sheet provides a summary of the costs associated with all municipally funded programs.

You will recall that the municipal members voted to change the population base for levy calculation, from MPAC figures to Statistics Canada figures in 2018 to ensure the population figures are the same as on each municipal website. Based on the most current 2016 Statistics Canada population figures, your share of the 2020 levy is \$1,083,324. Invoices are attached for the quarterly payments.

If you have any questions, please contact me at 613-966-5500 ext. 203 or at vdunham@hpeph.ca.

Yours sincerely,

Valerie R. Dunham
Director of Corporate Services/Associate CEO

VRD/ar

Enclosures - 3

cc: Carol Hinze, Director Finance
Via email: chinze@belleville.ca

HASTINGS PRINCE EDWARD PUBLIC HEALTH
2020 Budget - Calculation of Municipal Levy
Board Approved February 5, 2020

	2019 Actuals			2020 Budget				
	Total	Ministry	Municipal	Total	Ministry	\$ Change	Municipal	\$ Change
Cost Shared Mandatory Programs	11,299,200	8,474,400	2,824,800	11,299,200	7,909,440	(564,960)	3,389,760	564,960
Related Programs	1,850,300	1,850,300		1,850,300	1,295,210	(555,090)	555,090	555,090
100% Funded Related Programs (Seniors Dental Program)		440,000	-	931,300	931,300	491,300	-	
Total Related Programs	1,850,300	2,290,300	-	2,781,600	2,226,510	(63,790)	555,090	555,090
Total Costs	13,149,500	10,764,700	2,824,800	14,080,800	10,135,950	(628,750)	3,944,850	1,120,050
Additional Funding Required with 70/30 Funding							1,120,050	
Less: Ministry of Health Mitigation Funding							837,570	
Less: Municipal Transfer from Capital Reserves							282,480	
Net Increase from Municipalities							0	
Total Base Municipal Funding	13,149,500	10,764,700	2,824,800	14,080,800	10,135,950	(628,750)	2,824,800	
Plus Municipal Funding in excess of 25% for program and Building			564,153				564,153	
Total Municipal Funding			3,388,953				3,388,953	

Explanatory Notes

Total Municipal revenues for cost-shared mandatory and related programs have remained consistent with 2019 figures.

Mitigation funding calculated on base municipal share of \$2,824,800. 10% increase amounts to \$282,480 which will be drawn from reserves.

Excess Municipal Funding is built into the budget and includes loan/building commitment of \$260,000.

Allocation of municipal levy for 2020 based on Statistics Canada Calculations implemented over a two year period as approved by the Board of Health November 2018.

Contributing Municipalities	2019 (Based on Stats Canada Population)			2020 Levy Calculation (based on Statistics Canada Calculation over a two year period)					
	Population	% of Total	Tariff	Population	% of Total	2019 Levy	Remaining variance	Allocation 2020	% Change
	158,667	100.00%	3,388,953	158,667	100.00%	3,388,953	0		
City of Belleville	50,720	32.0%	1,083,324	50,720	32.0%	1,057,039	26,285	1,083,324	2.5%
City of Quinte West	43,577	27.5%	930,757	43,577	27.5%	908,531	22,226	930,757	2.4%
Hastings County	39,630	25.0%	846,453	39,630	25.0%	870,246	-23,793	846,453	-2.7%
Prince Edward County	24,740	15.6%	528,419	24,740	15.6%	553,137	-24,718	528,419	-4.5%
TOTAL			3,388,953			3,388,953	0	3,388,953	



HASTINGS PRINCE EDWARD
Public Health

2020 BUDGET PACKAGE

Board Approved February 5, 2020

HASTINGS PRINCE EDWARD PUBLIC HEALTH

2020 BUDGET- Executive Summary

Board Approved February 5, 2020

After a year of uncertainty and proposed changes to the entire Public Health system in Ontario, the HPEPH Management Team is pleased to present a balanced budget to the Board of Health for the 2020 operating year. The development of this budget has been highly influenced by the directions of the 2019-2023 Strategic Plan which identified priority action items of continuing to review and evaluate our programs and services, establishing processes to improve efficiencies, and optimizing the allocation of resources. These actions will help prepare HPEPH for the modernization of public health that we expect to unfold in the coming months and years. We are continuing work that was already underway, to ensure our staff resources are best aligned to meet organizational needs, while continuing to provide community services.

The 2020 budget reflects the following key changes in revenue:

- A change in the provincial/municipal cost sharing model - from a 75/25% formula to a 70/30% formula for all programs including those that were previously 100% funded by the province. This change results in a \$1,120,050 increase to the municipal contribution.
- The Province of Ontario has indicated mitigation funding will be provided to limit the municipal increase to 10% over 2019. Mitigation funding is expected to be \$837,570 leaving a balance of \$282,480 to be paid by municipalities. For the 2020 fiscal year, this will be drawn from the HPEPH operating reserves to lessen the immediate strain on municipalities and to allow more time for Public Health to receive clarity from the province about future funding.
- The 2020 budget will also account for year 2 of the 2-year adjustment plan to align municipal funding contributions with Statistics Canada population numbers. No further adjustments will be required.
- The Province of Ontario is providing 100% funding for the New Seniors Dental Program which amounts to \$931,300 for HPEPH. In addition, one-time funds for capital investments related to this program have been approved in the amount of \$847,900 to cover the cost of a mobile clinic as well as a full dental lab for the Belleville office.

The 2020 budget reflects the following key changes in expenditures:

- Changes and adjustments to the HPEPH staff complement have been implemented over the past year as part of efforts to ensure our staff resources align with organizational needs. Staffing changes resulted in an overall decrease of 3 Full-Time Equivalent positions. This change will help accommodate the cost of negotiated increases, increases in benefit costs, as well as provision for outstanding pay equity and job evaluation initiatives.
- The cost of employee benefits increased by 15% for health and dental.
- A significant increase in our training budget has been planned to support investment in our staff capacity and leadership skills.
- Significant increases in program materials, professional and purchased services and travel costs, as required to implement the new Seniors Dental Program.
- Planned provision for capital expenditures in the amount of \$847,900 for the Seniors Dental program.

Moving forward, the Management Team at HPEPH will continue ongoing work to ensure that our resources meet community public health priorities by actioning the 2019-2023 Strategic Plan, as approved by the Board of Health. Throughout 2020, we will continue to work closely with the Board of Health to respond to the modernization process, and plan proactively for future budgets.

HASTINGS PRINCE EDWARD PUBLIC HEALTH
2019 Actuals & 2020 Proposed BUDGET
Board Approved February 5, 2020

	2019 Forecast Actuals	2019 Board of Health Approved Budget	2019 Variance Budget vs Actual	2020 Proposed Budget	Variance (2020 Proposed Budget vs 2019 Approved Budget)	% Variance
REVENUES						
1 Ministry of Health						
a) Mandatory Programs - Cost shared	8,474,400	8,320,200	154,200	7,909,440	(410,760)	-5%
b) Related Programs - Cost shared	1,850,300	2,004,500	(154,200)	1,295,210	(709,290)	-35%
c) 100% Programs - Seniors Dental Program	440,000	-	440,000	931,300	931,300	
d) Annual Grants and one-time grants	128,502	153,700	(25,198)	977,900	824,200	536%
e) Mitigation Funding	-	-	-	837,570	837,570	
2 Municipal Levies	3,388,953	3,388,953	-	3,388,953	-	0%
3 Ministry of Children, Community & Social Services	1,160,543	1,160,543	-	1,160,543	-	0%
4 Public Health Agency of Canada	102,938	89,988	12,950	89,988	-	0%
5 Health Canada	51,056	39,000	12,056	39,000	-	0%
6 Expenditure Recoveries	349,129	210,000	139,129	280,000	70,000	33%
7 Transfer from Municipal Reserves	-	-	-	282,480	282,480	0%
TOTAL REVENUES	15,945,821	15,366,884	578,937	17,192,384	1,825,500	11.9%
EXPENSES						
1 Salaries & Wages	9,657,011	10,227,239	(570,228)	10,237,000	9,761	0.1%
2 Employee Benefits	2,501,379	2,607,370	(105,991)	2,699,384	92,014	3.5%
3 Staff Training	130,888	144,575	(13,687)	204,000	59,425	41.1%
4 Travel Expenses	180,391	196,800	(16,409)	221,500	24,700	12.6%
5 Building Occupancy	1,104,828	996,600	108,228	1,002,600	6,000	0.6%
6 Office Expenses, Printing, Postage	102,812	80,000	22,812	80,000	-	0.0%
7 Program Materials, Supplies	836,764	425,900	410,864	664,000	238,100	55.9%
8 Professional & Purchased Services	294,341	297,700	(3,359)	762,000	464,300	156.0%
9 Communication Costs	98,455	97,100	1,355	106,000	8,900	9.2%
10 Information Technology	444,327	293,600	150,727	368,000	74,400	25.3%
11 One Time Capital Expenditures	8,912	-	8,912	847,900	847,900	
12 Transfer to Capital/Operating Funds	350,588	-	350,588	-	-	
TOTAL EXPENSES	15,710,695	15,366,884	343,811	17,192,384	1,825,500	11.9%
SURPLUS/DEFICIT	235,126	-	235,126	0	0	

ANALYSIS OF SURPLUS BALANCE

Mandatory Programs	-
Related Programs	87,962
Seniors Dental Program	81,266
Ministry of Health Grants	1,188
Ministry of Health Grant Deferrals to March 31st	-
MCCS Programs Deferrals to March	8,843
Federal Programs Deferrals to March	55,867
	<u>235,126</u>

HASTINGS PRINCE EDWARD PUBLIC HEALTH
Budgeted Revenues - For the period January 1, 2020 to December 31, 2020
Board Approved February 5, 2020

Revenue Source	Ministry of Health		TOTAL Ministry of Health Programs	Other Grants & Contracts			TOTAL Other Grants & Contracts	Consolidated Budget
	Mandatory Programs	Related & 100% Programs		Ministry of Health	Healthy Babies Healthy Children	Federal Grants		
PROVINCIAL & MUNICIPAL FUNDING								
Ministry of Health								
Mandatory, Related and 100% Programs	7,909,440	2,226,510	10,135,950				-	10,135,950
Annual and one time grants			-	977,900			977,900	977,900
Mitigation Funding	837,570		837,570				-	837,570
Municipal Levy	2,833,863	555,090	3,388,953				-	3,388,953
Transfer from Municipal Reserves	282,480		282,480				-	282,480
Ministry of Children, Community & Social Services			-		1,160,543		1,160,543	1,160,543
TOTAL PROVINCIAL & MUNICIPAL GRANTS	11,863,353	2,781,600	14,644,953	977,900	1,160,543	-	2,138,443	16,783,396
FEDERAL FUNDING								
Public Health Agency of Canada						89,988	89,988	89,988
Health Canada						39,000	39,000	39,000
EXPENDITURE RECOVERIES								
Nicotine Replacement Therapy Sales	25,000		25,000				-	25,000
Contraceptive Sales	13,000		13,000				-	13,000
OHIP Payments	20,000		20,000				-	20,000
Food Handler Course Registrations	40,000		40,000				-	40,000
Shingrix Vaccine	60,000		60,000				-	60,000
Travel Vaccines	60,000		60,000				-	60,000
Menactra Vaccine	11,000		11,000				-	11,000
Human Papilloma Virus (HPV) Vaccine	16,000		16,000				-	16,000
Flu Vaccine	8,000		8,000				-	8,000
Seniors Dental Program - Denture Recoveries	15,000		15,000				-	15,000
Interest	12,000		12,000				-	12,000
	280,000	-	280,000			128,988	128,988	408,988
TOTAL REVENUES	12,143,353	2,781,600	14,924,953	977,900	1,160,543	128,988	2,267,431	17,192,384

HASTINGS PRINCE EDWARD PUBLIC HEALTH
2020 BUDGET - Explanatory Notes and Variance Analysis - REVENUES
Board Approved February 5, 2020

	Budget 2020	Budget 2019	Variance 2020 vs 2019
1. MINISTRY OF HEALTH			
a) <u>Mandatory Programs - Cost shared</u>	\$ 7,909,440	\$ 8,320,200	\$ (410,760)
<p>The Ministry of Health issues an accountability agreement each year outlining the terms of transfer payments to public health. Programs covered through cost shared funding include the following 12 program areas:</p>			
Foundational Standards			
Population Health Assessment			
Health Equity			
Effective Public Health Practice			
Emergency Preparedness, Response and Recovery			
Program Standards			
Chronic Diseases and Injury Prevention, Wellness and Substance Misuse			
Food Safety			
Healthy Environments			
Healthy Growth and Development			
Immunization			
Infectious and Communicable Diseases Prevention and Control			
Safe Water			
School Health			
b) <u>Related Programs - Cost shared</u>			
Enhanced Food Safety Initiative	17,500		
Enhanced Safe Water Initiative	10,850		
Harm Reduction Program Enhancement (Opioid program)	105,000		
Healthy Smiles Ontario	385,210		
Infectious Diseases Control Initiative	155,610		
Needle Exchange Program Initiative	35,700		
Nursing Initiatives	274,470		
Smoke Free Ontario Strategy	310,870		
	1,295,210	2,004,500	(709,290)
Total Ministry of Health - Mandatory and Related Programs	9,204,650	10,324,700	(1,120,050)
c) <u>100% Programs - Seniors Dental Program</u>			
<p><i>The seniors dental program was announced in April 2019. Funding was pro-rated in the amount of \$698,475 for the 9 month period of April - December, of which \$359,000 was spent up to December 31, 2019. The annualized amount for the program is \$931,300.</i></p>			
	931,300	0	931,300
Total Ministry of Health Accountability Agreement	\$ 10,135,950	\$ 10,324,700	\$ (188,750)

d) **Annual Grants and one-time grants**

A Medical Officer of Health (MOH) Compensation Grant is provided by the Ministry of Health on an annual basis. This Grant as well as a small amount for a Public Health Inspector Practicum Student is included in this budget. One time funding for the Seniors Dental Program was approved in 2019 for a Mobile Dental Clinic and upgrades at the Belleville dental office. Both amounts will be expensed in 2020 and are included in the budget. The Infoway grant received in 2019 was a one-time grant for the Panorama database and is not available in 2020.

MOH Compensation Grant	120,000	102,000	
Public Health Inspector Practicum Student	10,000	10,000	
Infoway grant (For Panorama database funding)	0	41,700	
Seniors Dental Care- Clinic Upgrades	252,900		
Seniors Dental Care- Mobile Dental Clinic	595,000		
Total Annual and one-time funding Ministry of Health Grants	977,900	153,700	824,200

e) **2020 MITIGATION FUNDING from Ministry of Health**

One-time mitigation funding to limit cost increases resulting from the change in cost-sharing formula to 10% of existing municipal costs.

837,570	-	837,570
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2. MUNICIPAL LEVY

The total municipal levy is the same as 2019, but the assignment of funding amounts has changed to reflect Statistics Canada population figures.

City of Belleville	1,083,324	1,057,039	26,285
City of Quinte West	930,757	908,531	22,226
Hastings County	846,453	870,246	(23,793)
Prince Edward County	528,419	553,137	(24,718)
	\$ 3,388,953	\$ 3,388,953	\$ -

3. MINISTRY OF CHILDREN, COMMUNITY & SOCIAL SERVICES

MCCSS funds the Healthy Babies, Healthy Children program; no increase is anticipated for this contract. Effective April 1, 2019, the fiscal year for this program was changed to the government year of April - March.

1,160,543	1,160,543	-
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4. PUBLIC HEALTH AGENCY OF CANADA (PHAC)

PHAC funds the Canada Prenatal Nutrition Program (CPNP); no increase is anticipated for this contract. This program has a March 31st fiscal year. Forecast actuals include the carry forward of funds at December 2019. This contribution assists in meeting the Ontario Public Health Standards for vulnerable populations.

89,988	89,988	-
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5. HEALTH CANADA

Health Canada funds the Children's Oral Health Program (COHP); no increase is anticipated for this contract. The program has a March 31st fiscal year. Forecast actuals include the carry forward of funds at December 2019.

39,000	39,000	-
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6. EXPENDITURE RECOVERIES

Expenditure recoveries include OHIP reimbursements, vaccine recoveries, food handler course registrations, contraceptives and nicotine replacement therapy recoveries and interest earnings on transfer payments. 2020 figures also include estimated recoveries of \$15,000 for denture payments in the Seniors Dental Program.

This area of revenue has varied significantly over the past five years due to changes in publicly funded vaccines (e.g. Shingles vaccines), the reduced demand for flu vaccines at public health (pharmacies now administer a large percentage of flu vaccines) and HPEPH changes in travel vaccines and TB testing. Recoveries for vaccines and food handler courses were higher than anticipated in 2019 which resulted in more revenues in this area. This pattern is expected to continue in 2020.

280,000 210,000 70,000

7. TRANSFER FROM RESERVES

282,480 - 282,480

TOTAL BUDGETED REVENUES

\$ 17,192,384 \$ 15,366,884 \$ 1,825,500

HASTINGS PRINCE EDWARD PUBLIC HEALTH

Budgeted Expenses - For the period January 1, 2020 to December 31, 2020

Board Approved February 5, 2020

Expense Item	Ministry of Health	Other Grants & Contracts			TOTAL Other Grants & Contracts	Consolidated Budget
	Mandatory, Related and 100% Programs	Annual Grants and one-time grants	Healthy Babies Healthy Children	Federal Grants		
Salaries & Wages	9,160,404	129,044	870,218	77,334	1,076,596	10,237,000
Employee Benefits	2,450,450	956	227,025	20,954	248,934	2,699,384
Staff Training	201,700	-	2,300	-	2,300	204,000
Travel Expenses	188,500	-	30,000	3,000	33,000	221,500
Building Occupancy	1,002,600	-	-	-	-	1,002,600
Office Expenses, Printing, Postage	78,000	-	2,000	-	2,000	80,000
Program Materials, Supplies	636,300	-	-	27,700	27,700	664,000
Professional & Purchased Services	761,000	-	1,000	-	1,000	762,000
Communication Costs	95,500	-	10,500	-	10,500	106,000
Information Technology	350,500	-	17,500	-	17,500	368,000
Capital Expenditures		847,900		-	847,900	847,900
TOTAL EXPENDITURES	14,924,954	977,900	1,160,543	128,988	2,267,430	17,192,384

HASTINGS PRINCE EDWARD PUBLIC HEALTH
2020 BUDGET - Explanatory Notes and Variance Analysis - EXPENSES
Board Approved February 5, 2020

1. SALARIES & WAGES

During 2019, HPEPH experienced a high level of staffing changes with a total of 18 new staff joining the organization, multiple internal changes, 8 retirements and 6 leaves of absence. As noted in the Executive Summary, several staffing changes were implemented to address strategic priorities and optimize the allocation of resources.

Decreases in staff positions throughout 2019 included a Senior Public Health Inspector, Health Promoter, Registered Nurse, Dietitian, and Administrative Assistant. Staffing was increased for Dental Hygienists and Dental Assistants to meet the needs of the Seniors Dental Program and additional nursing and Public Health Inspector time was budgeted to cover planned leaves of absence. Additional staff time budgeted in 2019 for communications and IT support has continued in the 2020 budget.

The number of full-time equivalent positions has been reduced from 133 in 2019 to 130 FTEs in 2020. This reduction has allowed us to cover the negotiated increase of 1.75% in 2020 and provides a provision for outstanding pay equity and job evaluation initiatives.

It is important to note that several positions were held vacant during the 2019 year due to the uncertainty of the budget changes announced in the spring. As more details became available, positions were filled to align with service delivery needs. These delays, plus the high level of staff changes during the year resulted in significant salary savings and the resulting 2019 variance on salaries and wages.

2. EMPLOYEE BENEFITS

Employee benefits were under budget in 2019 due to position vacancies. Effective December 1, 2019, health and dental rates increased 15% resulting in a substantial increase in benefit costs. Overall, benefits amount to 26% of salaries. This includes statutory benefits (CPP, EI, EHT and WSIB), OMERS pension plan contributions, group health, dental and life insurance and a % in lieu for part-time and contract staff.

3. STAFF TRAINING

Staff turnover resulted in savings in the 2019 training budget. The budget for 2020 reflects a strategic direction to invest significantly in the training and development of our staff. A comprehensive leadership and capacity building training course has been budgeted as well as significant increases in many program budgets for training given the large number of new staff.

4. TRAVEL EXPENSES

Travel expenses account for staff travel throughout Hastings and Prince Edward Counties to deliver services including the inspection of food and water premises, immunization and dental clinics in the community and home visits. The increase in this area is due to the new requirement to maintain the Mobile Dental Clinic for the Seniors Dental Program. Without the Seniors Dental program, budgeted travel is consistent with 2019 travel costs which were underbudget.

5. BUILDING OCCUPANCY

Building occupancy expenses include the building loan, leases, maintenance costs, cleaning services and supplies for all locations of the organization. Building Occupancy costs were overbudget in 2019 due to \$56,000 related to the new Seniors Dental Program, as well as installation of a water softener and treatment system and upgraded flooring in the stairwells. The \$6,000 increase in the 2020 budget allows a provision for the pattern of high maintenance costs.

6. OFFICE EXPENSES, PRINTING, POSTAGE

Office expenses were over budget in 2019 due to a large file scanning project, which was completed in December. For 2020, we foresee no significant changes.

7. PROGRAM MATERIALS, SUPPLIES

Program materials and supplies were overbudget in 2019 due to significant expenditures for supplies in the new Seniors Dental Program as well as increased expenditures for program materials including nicotine replacement therapy (NRT) and vaccines. For 2020, the budget includes \$222,000 for the Seniors Dental Program which explains the increase in this area.

8. PROFESSIONAL & PURCHASED SERVICES

The budget for professional and purchased services was increased substantially for 2020 to reflect the needs of the Seniors Dental program. Dentist fees, denturist and lab fees and other related costs for the program are budgeted at \$410,000. Insurance costs have increased substantially due to an overall increase of 8% and the addition of Cyber insurance to the portfolio for an overall increase of \$16,000. Other budget increases include additional physician fees, a security audit and IT consulting fees.

9. COMMUNICATION COSTS

The communication budget for 2020 has been increased to cover the cost of public WIFI at the Belleville site as well as improved internet access at the Bancroft site in 2020.

10. INFORMATION TECHNOLOGY

Information Technology costs were overbudget in 2019 due to the replacement of all zero clients throughout the organization and investment in an additional server to address the needs of the Seniors Dental Program. For 2020, the budget approach has been changed to include a provision of \$55,000 for hardware replacements in the budget to ensure that funds are available for replacements and upgrades as required. This is increasingly important to ensure the security of assets and information.

11. ONE-TIME CAPITAL EXPENDITURES

In 2019, a grant of \$10,100 was received for the replacement of two vaccine refrigerators of which \$8,912 was spent. In 2020, the budget reflects one-time expenses to construct a full dental lab at Belleville and purchase a mobile dental clinic.

12. TRANSFER TO CAPITAL/OPERATING FUNDS

Transfers represent retainable funds that will be held for future building and/or critical service requirements as per the Accounting Practices policy. Ongoing investment in these funds helps ensure continuity of service and availability of funds for future capital costs.

HASTINGS PRINCE EDWARD PUBLIC HEALTH
2020 Budget - Calculation of Municipal Levy
Board Approved February 5, 2020

	2019 Actuals			2020 Budget				
	Total	Ministry	Municipal	Total	Ministry	\$ Change	Municipal	\$ Change
Cost Shared Mandatory Programs	11,299,200	8,474,400	2,824,800	11,299,200	7,909,440	(564,960)	3,389,760	564,960
Related Programs	1,850,300	1,850,300		1,850,300	1,295,210	(555,090)	555,090	555,090
100% Funded Related Programs (Seniors Dental Program)		440,000	-	931,300	931,300	491,300	-	
Total Related Programs	1,850,300	2,290,300	-	2,781,600	2,226,510	(63,790)	555,090	555,090
Total Costs	13,149,500	10,764,700	2,824,800	14,080,800	10,135,950	(628,750)	3,944,850	1,120,050
Additional Funding Required with 70/30 Funding							1,120,050	
Less: Ministry of Health Mitigation Funding							837,570	
Less: Municipal Transfer from Capital Reserves							282,480	
Net Increase from Municipalities							0	
Total Base Municipal Funding	13,149,500	10,764,700	2,824,800	14,080,800	10,135,950	(628,750)	2,824,800	
Plus Municipal Funding in excess of 25% for program and Building			564,153				564,153	
Total Municipal Funding			3,388,953				3,388,953	

Explanatory Notes

Total Municipal revenues for cost-shared mandatory and related programs have remained consistent with 2019 figures.

Mitigation funding calculated on base municipal share of \$2,824,800. 10% increase amounts to \$282,480 which will be drawn from reserves.

Excess Municipal Funding is built into the budget and includes loan/building commitment of \$260,000.

Allocation of municipal levy for 2020 based on Statistics Canada Calculations implemented over a two year period as approved by the Board of Health November 2018.

Contributing Municipalities	2019 (Based on Stats Canada Population)			2020 Levy Calculation (based on Statistics Canada Calculation over a two year period)					
	Population	% of Total	Tariff	Population	% of Total	2019 Levy	Remaining variance	Allocation 2020	% Change
	158,667	100.00%	3,388,953	158,667	100.00%	3,388,953	0		
City of Belleville	50,720	32.0%	1,083,324	50,720	32.0%	1,057,039	26,285	1,083,324	2.5%
City of Quinte West	43,577	27.5%	930,757	43,577	27.5%	908,531	22,226	930,757	2.4%
Hastings County	39,630	25.0%	846,453	39,630	25.0%	870,246	-23,793	846,453	-2.7%
Prince Edward County	24,740	15.6%	528,419	24,740	15.6%	553,137	-24,718	528,419	-4.5%
TOTAL			3,388,953			3,388,953	0	3,388,953	