

2020 BUDGET SUMMARY

(MUNICIPALITY'S SHARE ONLY)

TOTAL

BUDGET	REVENUE	EXPENDITURES	NET
TAXES	(\$90,400)	\$21,000	(\$69,400)
UNASSIGNED REVENUE	(\$1,883,500)	\$0	(\$1,883,500)
COUNCIL / ELECTIONS	\$0	\$322,400	\$322,400
MUNICIPAL ADMINISTRATION	(\$36,300)	\$1,104,629	\$1,068,329
CIVIC CENTRE	(\$128,700)	\$342,600	\$213,900
HANOVER FAMILY CENTRE	(\$84,100)	\$84,200	\$100
140 7TH AVE.-Bldg	(\$59,500)	\$27,500	(\$32,000)
267 10TH ST-Bldg	(\$24,000)	\$24,000	\$0
FIRE DEPARTMENT	(\$250,100)	\$788,000	\$537,900
EMERGENCY PLAN	\$0	\$3,000	\$3,000
POLICE SERVICES	\$0	\$2,856,800	\$2,856,800
SVCA	\$0	\$113,500	\$113,500
CANINE CONTROL	(\$7,200)	\$16,700	\$9,500
BUILDING	(\$348,000)	\$464,700	\$116,700
CEMETERY	(\$76,600)	\$157,800	\$81,200
HEALTH SERVICES/MEDICAL CLIN	(\$277,400)	\$359,600	\$82,200
PUBLIC WORKS - Roads	(\$810,300)	\$2,763,200	\$1,952,900
PARKING	(\$5,200)	\$87,700	\$82,500
STREET LIGHTING	(\$7,500)	\$117,900	\$110,400
SAUGEEN MUNICIPAL AIRPORT	\$0	\$53,000	\$53,000
SMART TRANSIT	\$0	\$161,000	\$161,000
GARBAGE COLLECTION/RECYCLIN	(\$379,500)	\$636,000	\$256,500
RECREATION	(\$1,001,700)	\$3,002,600	\$2,000,900
THEATRE	(\$70,500)	\$82,900	\$12,400
LIBRARY	\$0	\$568,100	\$568,100
PLANNING & DEVELOPMENT	(\$136,000)	\$135,900	(\$100)
ECONOMIC DEVELOPMENT	(\$133,800)	\$416,800	\$283,000
INDUSTRIAL PARK	(\$117,000)	\$165,400	\$48,400
GRAND TOTAL	(\$5,927,300)	\$14,876,929	\$8,949,629
LESS:			
PROVINCIAL FUNDING (OMPF)	(\$1,951,900)	\$0	(\$1,951,900)
TOTAL TAX LEVY REQUIRED	(\$7,879,200)	\$14,876,929	\$6,997,729

\$6,997,729

2020 BUDGET SUMMARY

(MUNICIPALITY'S SHARE ONLY)

OPERATING

BUDGET	REVENUE	EXPENDITURES	NET
TAXES	(\$90,400)	\$21,000	(\$69,400)
UNASSIGNED REVENUE	(\$1,883,500)	\$0	(\$1,883,500)
COUNCIL / ELECTIONS	\$0	\$322,400	\$322,400
MUNICIPAL ADMINISTRATION	(\$34,800)	\$1,074,629	\$1,039,829
CIVIC CENTRE	(\$128,700)	\$342,600	\$213,900
HANOVER FAMILY CENTRE	(\$84,100)	\$61,000	(\$23,100)
140 7TH AVE.-Bldg	(\$59,500)	\$27,500	(\$32,000)
267 10TH ST-Bldg	(\$24,000)	\$24,000	\$0
FIRE DEPARTMENT	(\$178,900)	\$688,000	\$509,100
EMERGENCY PLAN	\$0	\$3,000	\$3,000
POLICE SERVICES	\$0	\$2,811,800	\$2,811,800
SVCA	\$0	\$113,500	\$113,500
CANINE CONTROL	(\$7,200)	\$16,700	\$9,500
BUILDING	(\$348,000)	\$464,700	\$116,700
CEMETERY	(\$76,600)	\$132,800	\$56,200
HEALTH SERVICES/MEDICAL CLIN	(\$277,400)	\$359,600	\$82,200
PUBLIC WORKS - Roads	(\$183,100)	\$988,200	\$805,100
PARKING	(\$5,200)	\$87,700	\$82,500
STREET LIGHTING	(\$7,500)	\$117,900	\$110,400
SAUGEEN MUNICIPAL AIRPORT	\$0	\$53,000	\$53,000
SMART TRANSIT	\$0	\$161,000	\$161,000
GARBAGE COLLECTION/RECYCLIN	(\$379,500)	\$636,000	\$256,500
RECREATION	(\$756,900)	\$2,655,300	\$1,898,400
THEATRE	(\$30,500)	\$42,900	\$12,400
LIBRARY	\$0	\$568,100	\$568,100
PLANNING & DEVELOPMENT	(\$136,000)	\$135,900	(\$100)
ECONOMIC DEVELOPMENT	(\$133,800)	\$416,800	\$283,000
INDUSTRIAL PARK	(\$117,000)	\$165,400	\$48,400
GRAND TOTAL	(\$4,942,600)	\$12,491,429	\$7,548,829
LESS:			
PROVINCIAL FUNDING (OMPF)	(\$1,951,900)	\$0	(\$1,951,900)
TOTAL OPERATIONS	(\$6,894,500)	\$12,491,429	\$5,596,929

\$5,596,929

2020 BUDGET SUMMARY

(MUNICIPALITY'S SHARE ONLY)

CAPITAL

BUDGET	REVENUE	EXPENDITURES	NET
TAXES	\$0	\$0	\$0
UNASSIGNED REVENUE	\$0	\$0	\$0
COUNCIL / ELECTIONS	\$0	\$0	\$0
MUNICIPAL ADMINISTRATION	(\$1,500)	\$30,000	\$28,500
CIVIC CENTRE	\$0	\$0	\$0
HANOVER FAMILY CENTRE	\$0	\$23,200	\$23,200
140 7TH AVE.-Bldg	\$0	\$0	\$0
267 10TH ST-Bldg	\$0	\$0	\$0
FIRE DEPARTMENT	(\$71,200)	\$100,000	\$28,800
EMERGENCY PLAN	\$0	\$0	\$0
POLICE SERVICES	\$0	\$45,000	\$45,000
SVCA	\$0	\$0	\$0
CANINE CONTROL	\$0	\$0	\$0
BUILDING	\$0	\$0	\$0
CEMETERY	\$0	\$25,000	\$25,000
HEALTH SERVICES/MEDICAL CLIN	\$0	\$0	\$0
PUBLIC WORKS - Roads	(\$627,200)	\$1,775,000	\$1,147,800
PARKING	\$0	\$0	\$0
STREET LIGHTING	\$0	\$0	\$0
SAUGEEN MUNICIPAL AIRPORT	\$0	\$0	\$0
SMART TRANSIT	\$0	\$0	\$0
GARBAGE COLLECTION/RECYCLIN	\$0	\$0	\$0
RECREATION	(\$244,800)	\$347,300	\$102,500
THEATRE	(\$40,000)	\$40,000	\$0
LIBRARY	\$0	\$0	\$0
PLANNING & DEVELOPMENT	\$0	\$0	\$0
ECONOMIC DEVELOPMENT	\$0	\$0	\$0
INDUSTRIAL PARK	\$0	\$0	\$0
TOTAL	(\$984,700)	\$2,385,500	\$1,400,800

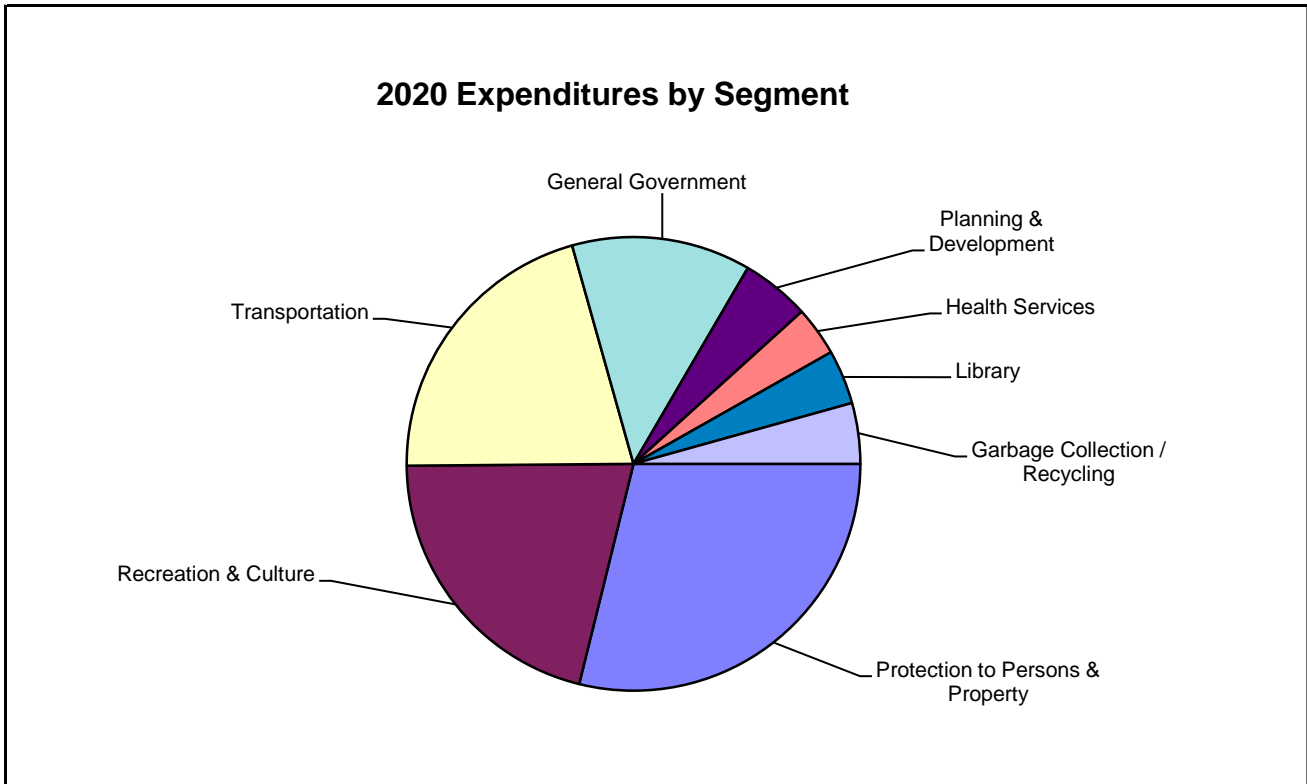
LESS:			
PROVINCIAL FUNDING (OMPF)	\$0	\$0	\$0

TOTAL CAPITAL	(\$984,700)	\$2,385,500	\$1,400,800
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\$1,400,800

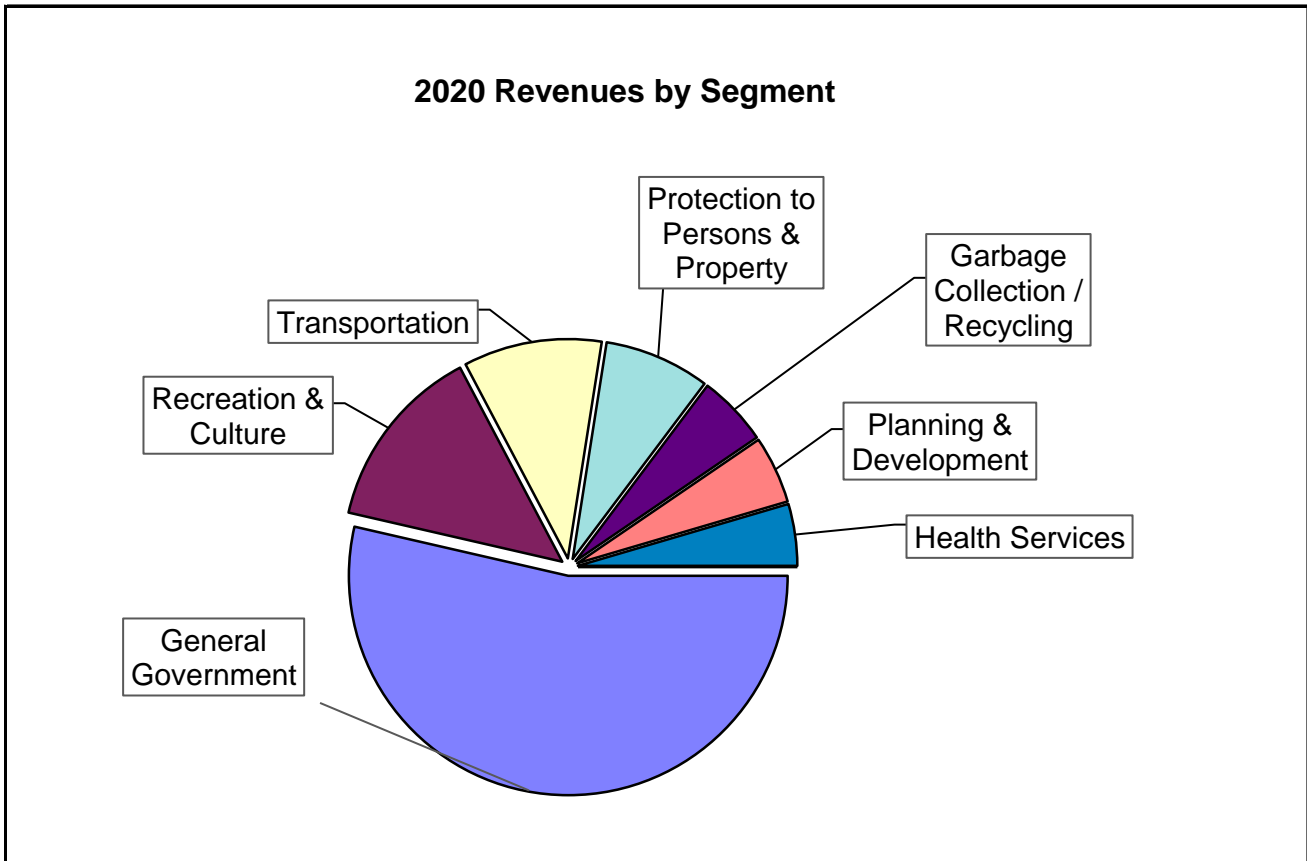
2020 BUDGET @ November 26, 2019
Summary of Gross Expenditures (Operating/Capital)

Department Expenditures	Amount	% of total
Protection to Persons & Property	4,242,700	28.85%
Recreation & Culture	3,090,500	21.02%
Transportation	3,053,800	20.77%
General Government	1,878,100	12.77%
Planning & Development	718,100	4.88%
Health Services	517,400	3.52%
Library	568,100	3.86%
Garbage Collection / Recycling	636,000	4.33%
GRAND TOTAL EXPENDITURES	14,704,700	100.0%



2020 BUDGET @ November 26, 2019
Summary of Gross Revenues (Operating/Capital)

Department Expenditures	Amount	% of total
General Government	(4,168,400)	53.60%
Recreation & Culture	(1,064,200)	13.68%
Transportation	(793,000)	10.20%
Protection to Persons & Property	(605,300)	7.78%
Garbage Collection / Recycling	(405,500)	5.21%
Planning & Development	(386,800)	4.97%
Health Services	(354,000)	4.55%
Library	-	0.00%
GRAND TOTAL REVENUES	(7,777,200)	100.0%



2 0 2 0 INCREASE / DECREASE OVER 2 0 1 9

TOTAL BUDGET

BUDGET	2019	2020	NET	INC./DEC.
TAXES (PIL's)	(\$69,400)	(\$69,400)	\$0	0.00%
UNASSIGNED REVENUE (incl. OLG)	(\$1,748,500)	(\$1,793,500)	(\$45,000)	2.57%
COUNCIL	\$326,700	\$322,400	(\$4,300)	-1.32%
MUNICIPAL ADMINISTRATION	\$978,100	\$1,020,100	\$42,000	4.29%
CIVIC CENTRE	\$410,500	\$213,900	(\$196,600)	-47.89%
HANOVER FAMILY CENTRE	(\$18,200)	\$100	\$18,300	-100.55%
140 7TH AVE.	\$6,800	(\$32,000)	(\$38,800)	-570.59%
267 10TH ST.	(\$2,200)	\$0	\$2,200	-100.00%
FIRE DEPARTMENT	\$486,100	\$537,900	\$51,800	10.66%
EMERGENCY PLAN	\$3,000	\$3,000	\$0	0.00%
POLICE SERVICES	\$2,801,800	\$2,856,800	\$55,000	1.96%
SVCA	\$112,600	\$113,500	\$900	0.80%
CANINE CONTROL	\$9,500	\$9,500	\$0	0.00%
BUILDING	\$38,300	\$116,700	\$78,400	204.70%
CEMETERY	\$57,700	\$81,200	\$23,500	40.73%
MEDICAL CLINIC	\$192,900	\$82,200	(\$110,700)	-57.39%
PUBLIC WORKS-Roads	\$1,280,800	\$1,848,900	\$568,100	44.36%
PARKING	\$66,600	\$82,500	\$15,900	23.87%
STREET LIGHTING	\$121,800	\$110,400	(\$11,400)	-9.36%
SMA	\$46,200	\$53,000	\$6,800	14.72%
SMART TRANSIT	\$137,100	\$166,000	\$28,900	21.08%
GARBAGE COLLECTION/RECYCLING	\$239,000	\$230,500	(\$8,500)	-3.56%
RECREATION	\$2,076,100	\$2,013,900	(\$62,200)	-3.00%
THEATRE	\$51,200	\$12,400	(\$38,800)	-75.78%
LIBRARY	\$555,400	\$568,100	\$12,700	2.29%
PLANNING & DEVELOPMENT	(\$100)	(\$100)	\$0	0.00%
ECONOMIC DEVELOPMENT	\$312,500	\$283,000	(\$29,500)	-9.44%
BUSINESS PARK	\$50,400	\$48,400	(\$2,000)	-3.97%
GRAND TOTAL	\$8,522,700	\$8,879,400	\$356,700	4.19%
LESS:				
PROVINCIAL FUNDING ALLOCATION	(\$1,820,000)	(\$1,951,900)	(\$131,900)	7.25%
TOTAL LEVY REQUIRED	\$6,702,700	\$6,927,500	\$224,800	3.35%

\$224,800

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OPERATING

BUDGET	2019	2020	NET	INC./DEC.
TAXES (PIL's)	(\$69,400)	(\$69,400)	\$0	0.00%
UNASSIGNED REVENUE (incl. OLG)	(\$1,748,500)	(\$1,793,500)	(\$45,000)	2.57%
COUNCIL	\$326,700	\$322,400	(\$4,300)	-1.32%
MUNICIPAL ADMINISTRATION	\$925,100	\$991,600	\$66,500	7.19%
CIVIC CENTRE	\$175,500	\$213,900	\$38,400	21.88%
HANOVER FAMILY CENTRE	(\$18,200)	(\$23,100)	(\$4,900)	26.92%
140 7TH AVE.	(\$17,200)	(\$32,000)	(\$14,800)	86.05%
267 10TH ST.	(\$2,200)	\$0	\$2,200	0.00%
FIRE DEPARTMENT	\$486,100	\$509,100	\$23,000	4.73%
EMERGENCY PLAN	\$3,000	\$3,000	\$0	0.00%
POLICE SERVICES	\$2,756,800	\$2,811,800	\$55,000	2.00%
SVCA	\$112,600	\$113,500	\$900	0.80%
CANINE CONTROL	\$9,500	\$9,500	\$0	0.00%
BUILDING	\$38,300	\$116,700	\$78,400	204.70%
CEMETERY	\$57,700	\$56,200	(\$1,500)	-2.60%
MEDICAL CLINIC	\$192,900	\$82,200	(\$110,700)	-57.39%
PUBLIC WORKS-Roads	\$757,200	\$805,100	\$47,900	6.33%
PARKING	\$66,600	\$82,500	\$15,900	23.87%
STREET LIGHTING	\$121,800	\$110,400	(\$11,400)	-9.36%
SMA	\$46,200	\$53,000	\$6,800	14.72%
SMART TRANSIT	\$137,100	\$166,000	\$28,900	21.08%
GARBAGE COLLECTION/RECYCLING	\$239,000	\$230,500	(\$8,500)	-3.56%
RECREATION	\$1,795,100	\$1,911,400	\$116,300	6.48%
THEATRE	\$46,200	\$12,400	(\$33,800)	-73.16%
LIBRARY	\$555,400	\$568,100	\$12,700	2.29%
PLANNING & DEVELOPMENT	(\$100)	(\$100)	\$0	0.00%
ECONOMIC DEVELOPMENT	\$292,500	\$283,000	(\$9,500)	-3.25%
BUSINESS PARK	\$50,400	\$48,400	(\$2,000)	-3.97%
GRAND TOTAL	\$7,336,100	\$7,582,600	\$246,500	3.36%
LESS:				
PROVINCIAL FUNDING ALLOCATION	(\$1,820,000)	(\$1,951,900)	(\$131,900)	7.25%
TOTAL LEVY REQUIRED	\$5,516,100	\$5,630,700	\$114,600	2.08%

\$114,600

2020 INCREASE / DECREASE OVER 2019

CAPITAL

BUDGET	2019	2020	NET	INC./DEC.
TAXES (PIL's)	\$0	\$0	\$0	0.00%
UNASSIGNED REVENUE (incl. OLG)	\$0	\$0	\$0	0.00%
COUNCIL	\$0	\$0	\$0	0.00%
MUNICIPAL ADMINISTRATION	\$53,000	\$28,500	(\$24,500)	-22.23%
CIVIC CENTRE	\$235,000	\$0	(\$235,000)	-213.25%
HANOVER FAMILY CENTRE	\$0	\$23,200	\$23,200	21.05%
140 7TH AVE.	\$24,000	\$0	(\$24,000)	-21.78%
267 10TH ST.	\$0	\$0	\$0	0.00%
FIRE DEPARTMENT	\$0	\$28,800	\$28,800	26.13%
EMERGENCY PLAN	\$0	\$0	\$0	0.00%
POLICE SERVICES	\$45,000	\$45,000	\$0	0.00%
SVCA	\$0	\$0	\$0	0.00%
CANINE CONTROL	\$0	\$0	\$0	0.00%
BUILDING	\$0	\$0	\$0	0.00%
CEMETERY	\$0	\$25,000	\$25,000	22.69%
MEDICAL CLINIC	\$0	\$0	\$0	0.00%
PUBLIC WORKS-Roads	\$523,600	\$1,043,800	\$520,200	472.05%
PARKING	\$0	\$0	\$0	0.00%
STREET LIGHTING	\$0	\$0	\$0	0.00%
SMA	\$0	\$0	\$0	0.00%
SMART TRANSIT	\$0	\$0	\$0	0.00%
GARBAGE COLLECTION/RECYCLING	\$0	\$0	\$0	0.00%
RECREATION	\$281,000	\$102,500	(\$178,500)	-161.98%
THEATRE	\$5,000	\$0	(\$5,000)	-4.54%
LIBRARY	\$0	\$0	\$0	0.00%
PLANNING & DEVELOPMENT	\$0	\$0	\$0	0.00%
ECONOMIC DEVELOPMENT	\$20,000	\$0	(\$20,000)	-18.15%
BUSINESS PARK	\$0	\$0	\$0	0.00%
GRAND TOTAL	\$1,186,600	\$1,296,800	\$110,200	9.29%

LESS:				
PROVINCIAL FUNDING ALLOCATION	\$0	\$0	\$0	

TOTAL LEVY REQUIRED	\$1,186,600	\$1,296,800	\$110,200	9.29%
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\$110,200

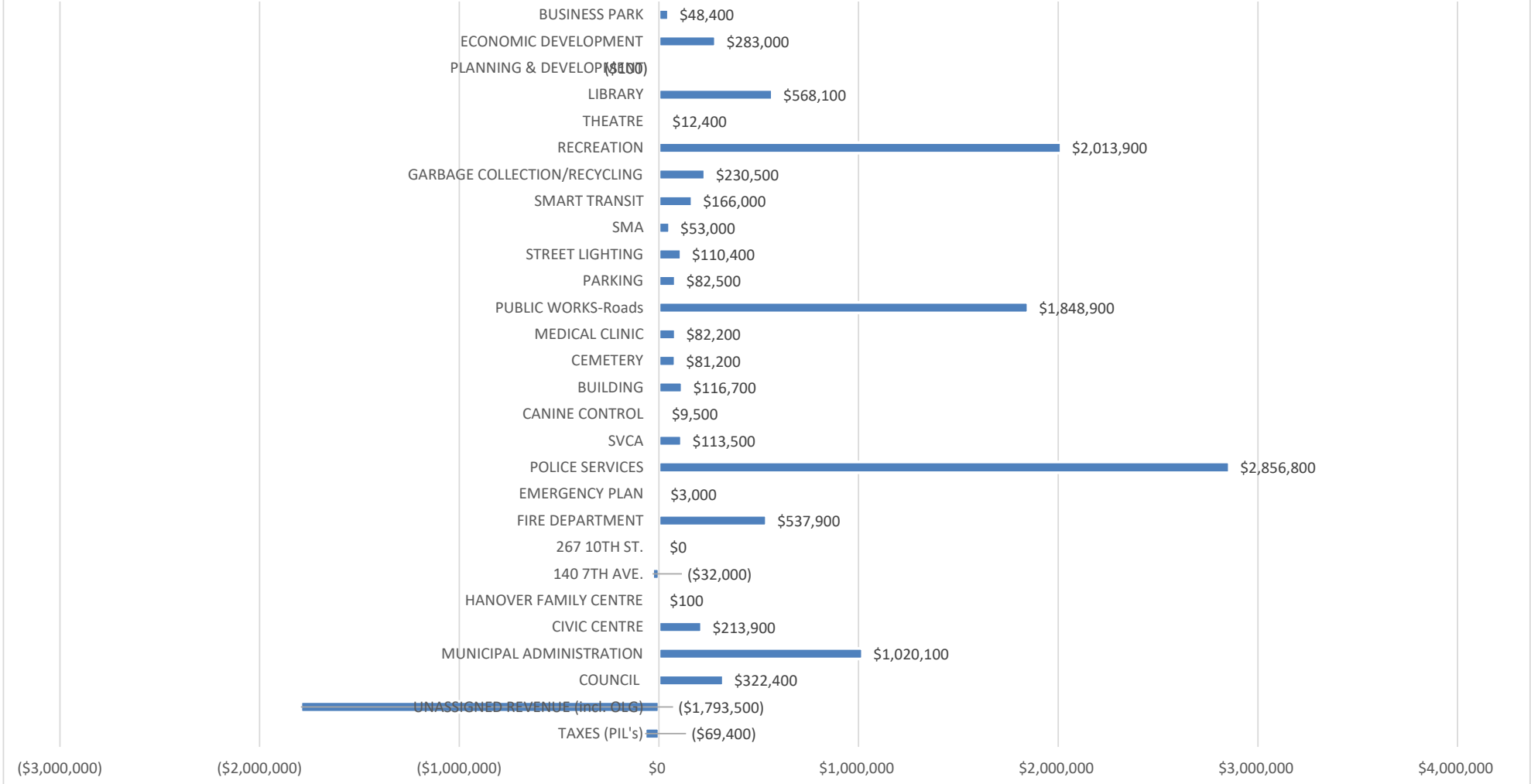
2020 INCREASE / DECREASE OVER 2019

BUDGET SUMMARY	
TAXES (PIL's)	\$0
UNASSIGNED REVENUE (incl. OLG)	(\$45,000)
COUNCIL	(\$4,300)
MUNICIPAL ADMINISTRATION	\$42,000
CIVIC CENTRE	(\$196,600)
HANOVER FAMILY CENTRE	\$18,300
140 7TH AVE.	(\$38,800)
267 10TH ST.	\$2,200
FIRE DEPARTMENT	\$51,800
EMERGENCY PLAN	\$0
POLICE SERVICES	\$55,000
SVCA	\$900
CANINE CONTROL	\$0
CEMETERY	\$23,500
MEDICAL CLINIC	(\$110,700)
PUBLIC WORKS-Roads	\$568,100
PARKING	\$15,900
STREET LIGHTING	(\$11,400)
SMA	\$6,800
SMART TRANSIT	\$28,900
GARBAGE COLLECTION/RECYCLING	(\$8,500)
RECREATION	(\$62,200)
THEATRE	(\$38,800)
LIBRARY	\$12,700
BUILDING	\$78,400
PLANNING & DEVELOPMENT	\$0
ECONOMIC DEVELOPMENT	(\$29,500)
BUSINESS PARK	(\$2,000)
GRAND TOTAL	\$356,700

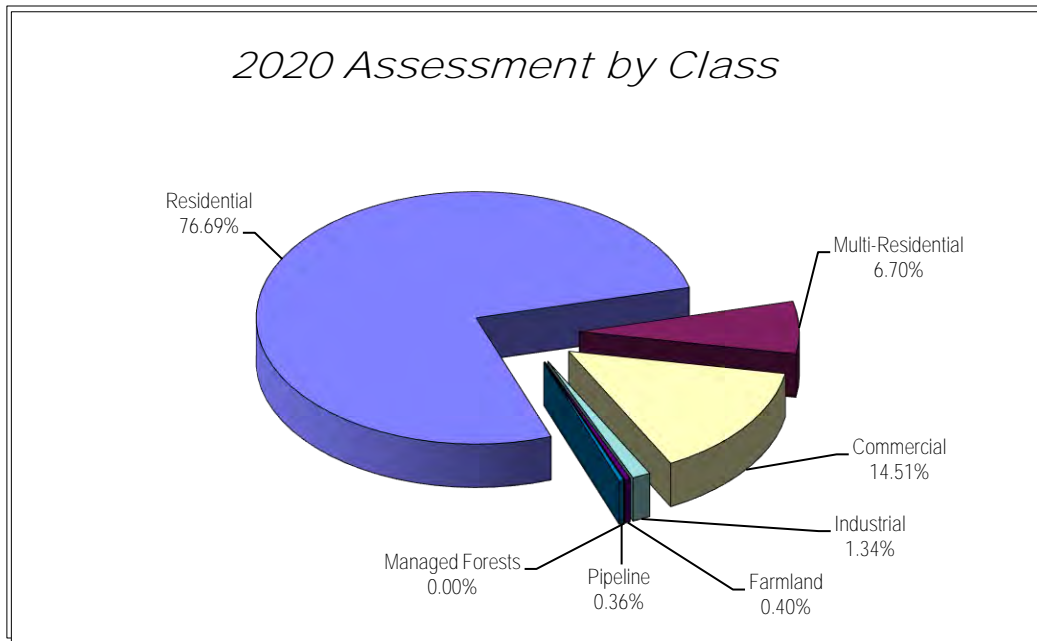
LESS:	
PROVINCIAL FUNDING ALLOCATION	(\$131,900)

TOTAL LEVY REQUIRED	\$224,800
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Net Municipal Tax Levy/Department



2020 Assessment by Class



ASSESSMENT COMPARISON

TAX CLASS	2020 ASSESSMENT	% of Total	2019 TOTAL ASSESSMENT	% of Total	2020 vs 2019 VARIANCE	% VARIANCE 2020 vs 2019
Residential	579,964,401	76.69%	574,019,611	76.84%	5,944,790	1.04%
Multi-Residential	50,690,250	6.70%	48,391,299	6.48%	2,298,951	4.75%
Commercial	109,719,980	14.51%	109,006,818	14.59%	713,162	0.65%
Industrial	10,105,024	1.34%	9,999,953	1.34%	105,071	1.05%
Farmland	3,060,300	0.40%	2,931,399	0.39%	128,901	4.40%
Managed Forests	0	0.00%	0	0.00%	0	0.00%
Pipeline	2,728,099	0.36%	2,663,000	0.36%	65,099	2.44%
TOTALS	756,268,054	100%	747,012,080	100%	9,255,974	1.24%

REALTY TAX CLASS	2020 PRELIMINARY ASSESSMENT	2019 YEAR-END ASSESSMENT (guesstimate based on Supps/Woffs to date)	2019 ASSESSMENT	2018 Assessment Change/Growth
Residential	579,964,401	574,019,611	568,374,265	5,645,346
Multi-Residential	50,690,250	48,391,299	48,391,299	-
Commercial	107,626,355	106,935,393	104,564,733	2,370,660
Commercial Vacant Land	1,487,400	1,484,900	1,484,900	-
Commercial Excess Land	606,225	586,525	585,800	725
Industrial	9,901,650	9,722,429	8,791,205	931,224
Industrial Vacant Land	176,674	250,824	250,824	-
Industrial Excess Land	26,700	26,700	26,700	-
Pipeline	2,728,099	2,663,000	2,541,901	121,099
Farmland	3,060,300	2,931,399	2,931,399	-
Managed Forests	-	-	-	-
TOTAL	756,268,054	747,012,080	737,943,026	9,069,054
Increase over Previous	9,255,974	9,069,054		
% Increase	1.24%	1.23%		

OPERATING & CAPITAL

2020 CALCULATION OF WEIGHTED ASSESSMENT AND TAX RATES

TOWN OF HANOVER

TOTAL

Cross Referenced with Budget Summary Spreadsheet

Step 1 Calculate Weighted Assessment

	Assessment		Tax Ratio		Vacancy Factor %		Weighted Assessment	Percentage Share of Total
Residential and Farm	579,964,401	X	1.000000	X	100% =		579,964,401	70.95%
Multi-Residential	50,690,250	X	1.441197	X	100% =		73,054,636	8.94%
Commercial	107,626,355	X	1.306940	X	100% =		140,661,188	17.21%
Commercial Vacant	1,487,400	X	1.306940	X	70% =		1,360,760	0.17%
Commercial Excess	606,225	X	1.306940	X	70% =		554,610	0.07%
Industrial	9,901,650	X	1.858187	X	100% =		18,399,117	2.25%
Industrial Vacant	176,674	X	1.858187	X	65% =		213,391	0.03%
Industrial Excess	26,700	X	1.858187	X	65% =		32,249	0.00%
Pipelines	2,728,099	X	0.906848	X	100% =		2,473,971	0.30%
Farmlands	3,060,300	X	0.240000	X	100% =		734,472	0.09%
Managed Forest	0	X	0.250000	X	100% =		0	0.00%
TOTAL	756,268,054						817,448,795	100%

{ 692,305,325 - 751,000 RD Only -- Education ONLY Eventually Exempt}

Step 2 Calculate Class 1 Tax Rate

	Assessment		Municipal Taxes
Weighted CVA	817,448,795		
Levy Requirement	6,927,500	\$ 100,000	\$ 847.45
Class 1 Tax Rate	0.00847454		

Step 3 Calculate Tax Rates for All Others Classes

	Class 1 Tax Rate		Tax Ratio		Vacancy Factor		Class Tax Rates	Incr. over Prev. Yr
Residential and Farm	0.00847454	X	1.0000	X	100% =		0.00847454	0.69%
Multi-Residential	0.00847454	X	1.4412	X	100% =		0.01221348	
Commercial	0.00847454	X	1.3069	X	100% =		0.01107571	
Commercial Vacant	0.00847454	X	1.3069	X	70% =		0.00775300	
Commercial Land	0.00847454	X	1.3069	X	70% =		0.00775300	
Industrial	0.00847454	X	1.8582	X	100% =		0.01574727	
Industrial Vacant	0.00847454	X	1.8582	X	65% =		0.01023573	
Industrial Land	0.00847454	X	1.8582	X	65% =		0.01023573	
Pipelines	0.00847454	X	0.9068	X	100% =		0.00768512	
Farmlands	0.00847454	X	0.2400	X	100% =		0.00203389	
Managed Forest	0.00847454	X	0.2500	X	100% =		0.00211863	

Step 4 Proof-Do Tax Rates Raise the Correct Levy

	Class 1 Tax Rate		Class Tax Rate		
Residential and Farm	579,964,401	X	0.00847454	=	\$4,914,930
Multi-Residential	50,690,250	X	0.01221348	=	\$619,104
Commercial	107,626,355	X	0.01107571	=	\$1,192,038
Commercial Vacant	1,487,400	X	0.00775300	=	\$11,532
Commercial Land	606,225	X	0.00775300	=	\$4,700
Industrial	9,901,650	X	0.01574727	=	\$155,924
Industrial Vacant	176,674	X	0.01023573	=	\$1,808
Industrial Land	26,700	X	0.01023573	=	\$273
Pipelines	2,728,099	X	0.00768512	=	\$20,966
Farmlands	3,060,300	X	0.00203389	=	\$6,224
Managed Forest	0	X	0.00211863	=	\$0
TOTAL	756,268,054				6,927,500

LEVY REQUIRED \$6,927,500

LEVY CALCULATED \$6,927,500 DIFFERENCE 0

Using 2017 Assessment Average of 100,000 and 197,646

2019 AVERAGE HOUSEHOLD TAXATION HANOVER

households 0.00841678 X **\$100,000** = \$841.68

households 0.00841678 X **\$216,119** = \$1,819.04

(based on Hanover's 2019
avg. res. Assessment)

2020 AVERAGE HOUSEHOLD TAXATION HANOVER

1.77%

Hanover's Average Residential
Assessment Increase

households 0.00847454 X **\$101,770** = \$862.45

households 0.00847454 X **\$219,944** = \$1,863.93

(based on 2020 avg. res. Assessment
@ 1.77% avg. increase)

Average Inc/Dec for 2020 over 2019 assessment figures
--

\$100,000
\$216,119

\$20.78
\$44.89

2.47% INCREASE
2.47% INCREASE

***** ONE PERCENT INCREASE OR DECREASE IS:
WE ARE CURRENTLY LEVYING \$ 6,927,500

\$67,027

ON THE AMOUNT LEVIED

**2020 PROPOSED BUDGET
TRANSFER TO RESERVES/RESERVE FUNDS
at NOVEMBER 26, 2019**

RESERVES

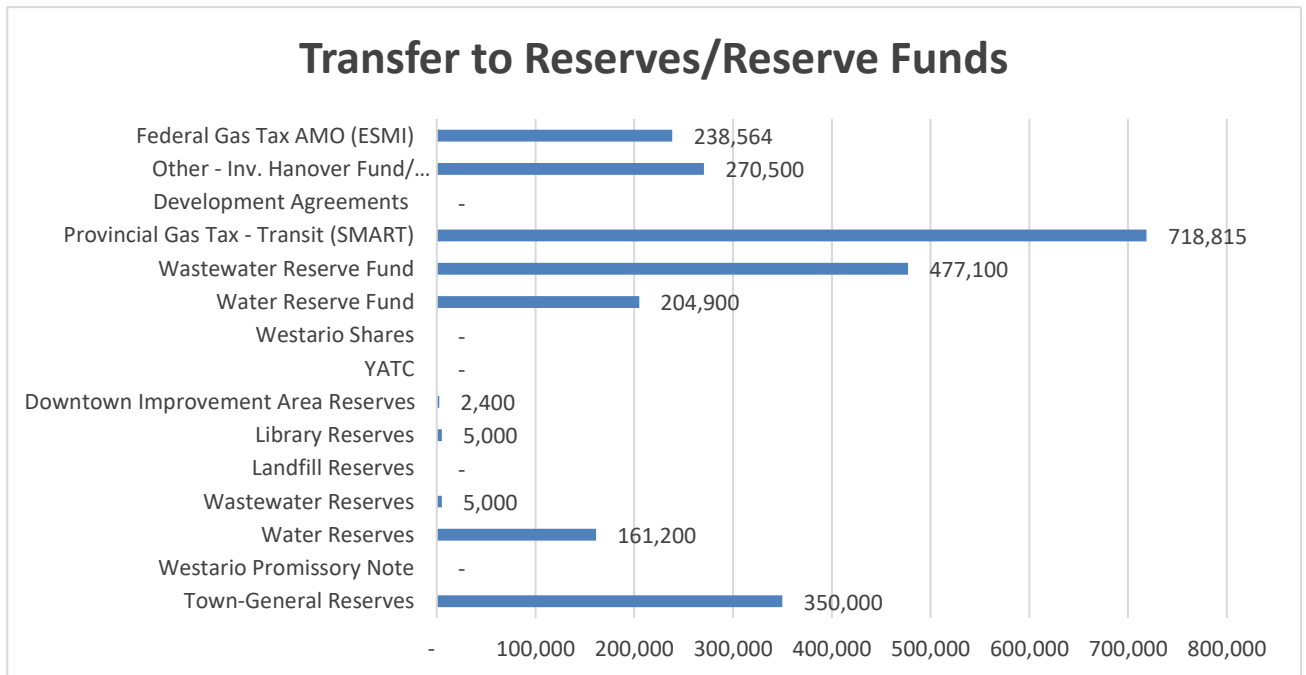
<u>DEPARTMENT</u>	<u>AMOUNT</u>	<u>REASON</u>
1. Municipal Administration	-	Working funds current balance @ \$457,433; should be a minimum 75% of previous year's Taxes Receivable
East Development	-	
Misc. Capital	68,300	Infrastructure Levy - 1% of previous year's levy to General Reserves
Civic Centre	10,000	Building Capital
	78,300	
2. Protection to Persons/Property		
Hanover Police Service	-	Capital Projects
Hanover Police Service	4,000	Insurance Deductible Reserve
Bylaw Enforcement	2,500	Future Vehicle Replacement
Fire	15,000	Future Fire Equipment
	21,500	
3. Health Services		
a) Cemetery	11,600	Future Capital - Columbarium & Equipment
b) Medical Clinic	116,100	Future TCA's
	127,700	
4. Transportation		
	80,500	Roads - Capital Projects-\$75,000; \$5,500 Solar Revenue to replenish funds used to finance solar panels on Salt/Sand Shed
	3,000	SMA - Future Capital Projects
	4,000	Insurance Deductible Reserve
	87,500	
5. Recreation/Culture		
a) Parks	3,000	Park Projects Capital
	4,000	Insurance Deductible Reserve
b) Coliseum	-	
c) Facilities	10,000	
d) Theatre	-	
	17,000	
6. Building / Planning	10,000	New Official Plan/Zoning ByLaw
	10,000	
7. Library	5,000	Future Capital
8. D.I.A.	2,400	Future Capital
9. YATC	-	Future
TAX LEVY TOTAL (1)	<u>349,400</u>	
10. Waterworks	5,000	Municipal Administration - Computer Equipment
	156,200	to replenish Water Reserve (Firetruck Aerial loan-\$35,200; Fire Pumper Truck-\$29,000 Ind. Land Loan-\$40,000; Carmount Land-\$52,000)
	4,000	Insurance deductible
	165,200	
11. Sewage		
	5,000	Municipal Administration - Computer Equipment
	4,000	Insurance deductible
	9,000	
12. LANDFILL	-	Future Capital
USER CHARGES TOTAL (2)	<u>174,200</u>	
TOTAL TO RESERVES (1) + (2)	523,600	

RESERVE FUNDS

1. Landfill	-	Capital Projects
2. TCA Reserve Fund	67,000	Future Infrastructure (AMP) Costs 1% previous year's levy - \$64,600
3. Investing in Hanover Fund	203,500	Council Directives - 0.5% previous year's levy plus yearly surpluses/(deficits); excess OLG funds over budget figure automatic transfer to this fund; Bldg Permits -- Based on \$1,500 from every new residential unit assuming 20 units). \$140,000 Revera Bldg Permit.
4. Federal Gas Tax AMO (ESMI)	238,564	Federal Gas Tax for Infrastructure -- as per agreement with AMO
5. Waterworks	204,900	Capital Projects-requirement of Full Cost Service Study and Landfill Loan Repayment \$33,600
6. Sewage	477,100	Capital Projects-requirement of Full Cost Service Study
7. Provincial Gas Tax	718,815	Saugeen Mobility and Regional Transit (S.M.A.R.T.) -- based on 2018/19 agreement - 2019/20 agrmt unknwon at this time.
TOTAL TO RESERVE FUNDS	1,909,879	
Total Reserves/Reserve Funds	2,433,479	includes SMART gas tax funds
Town Only To Reserves	1,714,664	without SMART gas tax funds

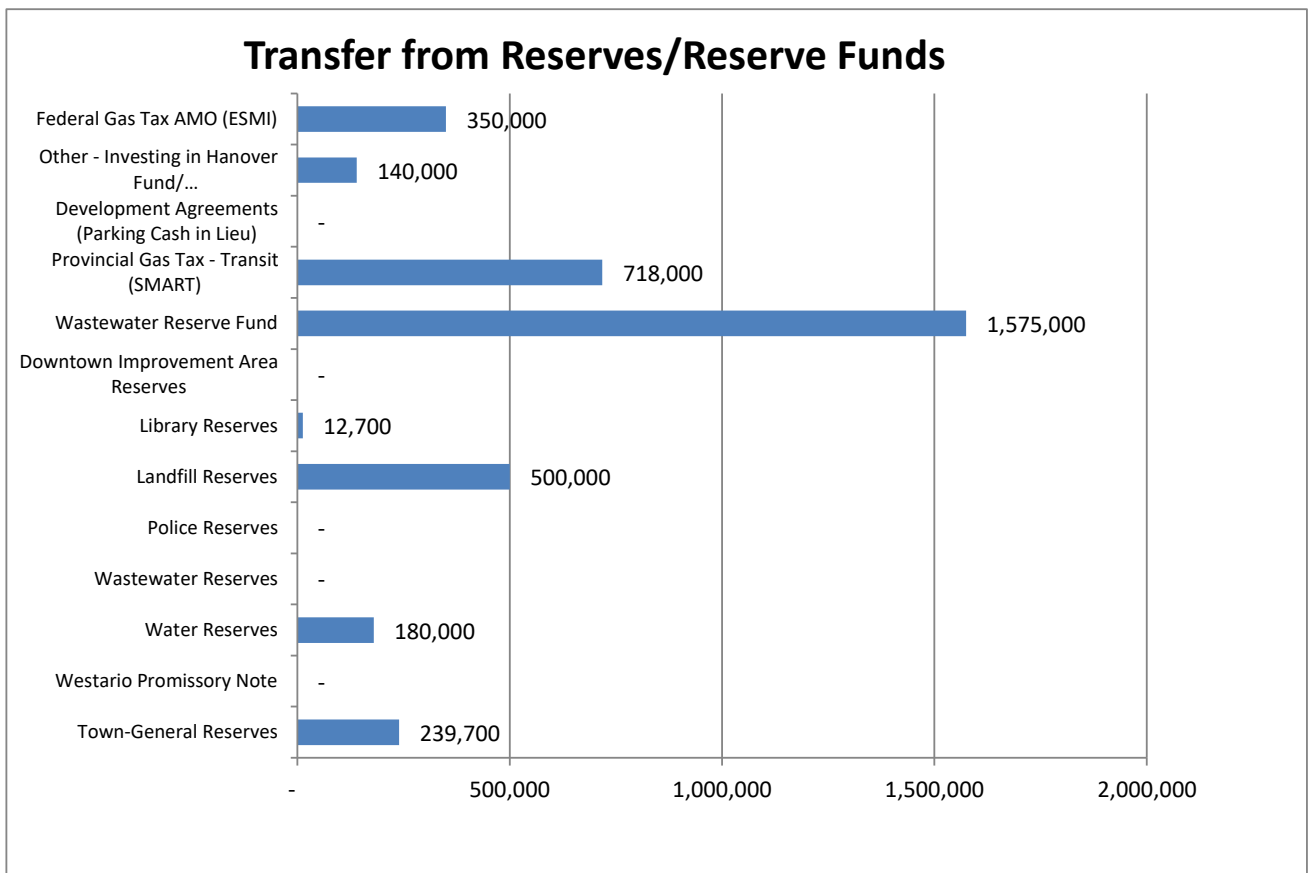
2020 Budget @ November 26, 2019 Transfer to Reserves/ Reserve Funds

	Reserve/Reserve Fund Name	Amount	Percentage
	Reserves		
1.	Town-General Reserves	350,000	14.4%
2.	Westario Promissory Note	-	0.0%
3.	Water Reserves	161,200	6.6%
4.	Wastewater Reserves	5,000	0.2%
5.	Landfill Reserves	-	0.0%
6.	Library Reserves	5,000	0.2%
7.	Downtown Improvement Area Reserves	2,400	0.1%
8.	YATC	-	0.0%
	Total Reserves	\$ 523,600	
	Reserve Funds		
10.	Westario Shares	-	0.0%
11.	Water Reserve Fund	204,900	8.4%
12.	Wastewater Reserve Fund	477,100	19.6%
13.	Provincial Gas Tax - Transit (SMART)	718,815	29.5%
14.	Development Agreements	-	0.0%
15.	Other - Inv. Hanover Fund/ TCA Reserve Fund	270,500	11.1%
16.	Federal Gas Tax AMO (ESMI)	238,564	9.8%
	Total Reserve Funds	1,909,879	
	Total Transfers	\$ 2,433,479	99.9%



2020 Budget @ November 26, 2019
 Transfer from Reserves/ Reserve Funds

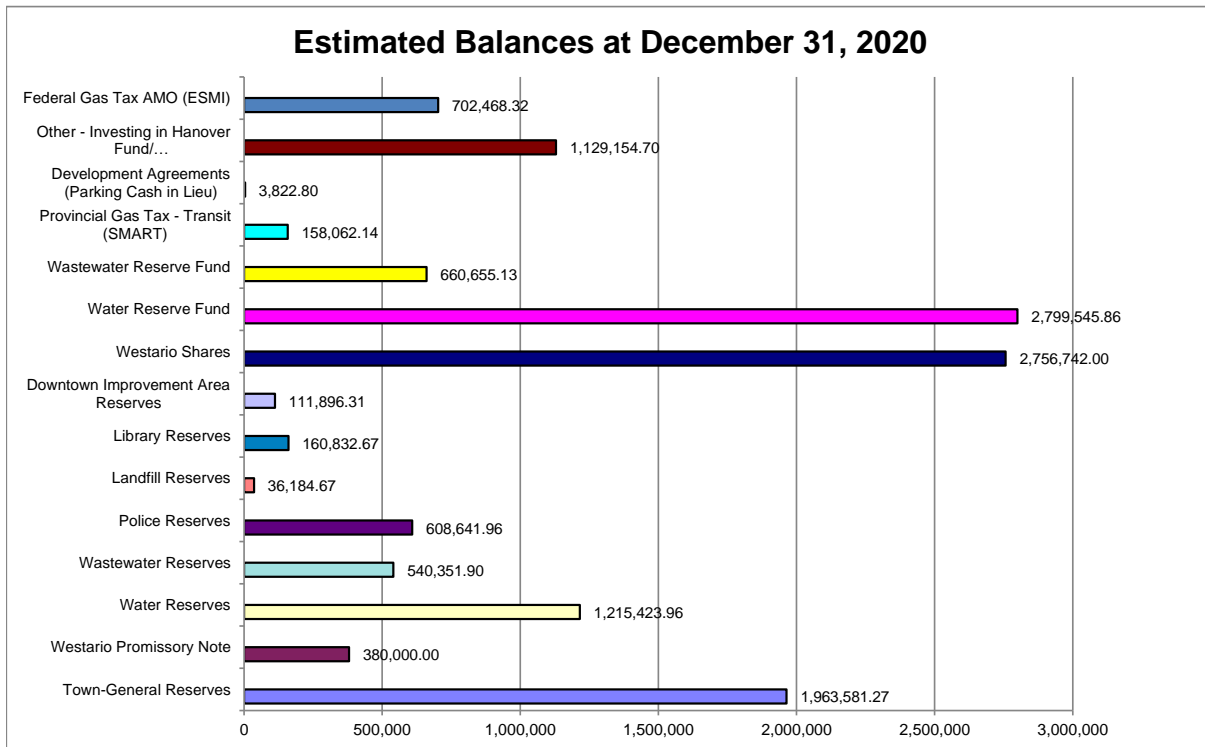
	Reserve/Reserve Fund Name	Amount	Percentage
	Reserves		
1.	Town-General Reserves	239,700	6.5%
2.	Westario Promissory Note	-	0.0%
3.	Water Reserves	180,000	4.8%
4.	Wastewater Reserves	-	0.0%
5.	Police Reserves	-	0.0%
6.	Landfill Reserves	500,000	13.5%
7.	Library Reserves	12,700	0.3%
8.	Downtown Improvement Area Reserves	-	0.0%
9.1	YATC Reserves	-	0.0%
	Total Reserves	\$ 932,400	
	Reserve Funds		
11.	Westario Shares	-	0.0%
12.	Water Reserve Fund	-	0.0%
13.	Wastewater Reserve Fund	1,575,000	42.4%
14.	Provincial Gas Tax - Transit (SMART)	718,000	19.3%
15.	Development Agreements (Parking Cash in Lieu)	-	0.0%
16.	Other - Investing in Hanover Fund/ TCA Reserve Fund	140,000	3.8%
17.	Federal Gas Tax AMO (ESMI)	350,000	9.4%
	Total Reserve Funds	2,783,000	
	Total Transfers	\$ 3,715,400	99.9%



RESERVES/RESERVE FUNDS
 AT November 26, 2019
 2020 BUDGET ESTIMATED BALANCES AT DECEMBER 31, 2020

DESCRIPTION	ESTIMATED 31-Dec-20	Percentage
RESERVES		
Town-General Reserves	1,963,581.27	14.8%
Westario Promissory Note	380,000.00	2.9%
Water Reserves	1,215,423.96	9.2%
Wastewater Reserves	540,351.90	4.1%
Police Reserves	608,641.96	4.6%
Landfill Reserves	36,184.67	0.3%
Library Reserves	160,832.67	1.2%
Downtown Improvement Area Reserves	111,896.31	0.8%
CIP/Sights & Sounds	40,921.06	0.3%
YATC Reserves	-	0.0%
Total Reserves	5,057,833.80	
RESERVE FUNDS		
Westario Shares	2,756,742.00	20.8%
Water Reserve Fund	2,799,545.86	21.1%
Wastewater Reserve Fund	660,655.13	5.0%
Provincial Gas Tax - Transit (SMART)	158,062.14	1.2%
Development Agreements (Parking Cash in Lieu)	3,822.80	0.0%
Other - Investing in Hanover Fund/ TCA Reserve Fund	1,129,154.70	8.5%
Federal Gas Tax AMO (ESMI)	702,468.32	5.3%
Total Reserve Funds	8,210,450.95	
TOTAL RESERVES AND RESERVE FUNDS	13,268,284.74	100.1%

These figures will change as the opening balances used from 2019 are as of Nov. 20/19 only.



TOWN OF HANOVER RESERVES AND DISCRETIONARY RESERVE FUNDS

2020 BUDGET PROPOSAL AT NOVEMBER 26, 2019

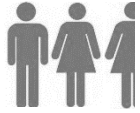
Information as of November 20, 2019								
ACCOUNT #	DESCRIPTION	subject to audit	*ADDITIONS*		*FINANCING*		ESTIMATED	
		BALANCE 12/31/2019	BUDGET	RESOLUTION	REV FUND	CAP FUND	BALANCE 12/31/2020	
Reserves								
01-0140-1296	Council Directives/Insurance/WSIB	\$ 148,162.41	\$ 20,000.00	\$ -	\$ -	\$ -	168,162.41	
01-0140-0262	Working Funds	\$ 457,433.62	\$ -	\$ -	\$ -	\$ -	457,433.62	
01-0140-1287	WSIB Future Claims	123,765.43	-	-	-	-	123,765.43	
01-0144-0281	Cemetery Prepaid Burials	\$ 5,960.00	\$ -	\$ -	\$ -	\$ -	5,960.00	
01-0144-0282	Cemetery-Columbarium	\$ 24,259.18	\$ 6,600.00	\$ -	\$ -	\$ -	30,859.18	
01-0145-0409	Parks - Cash in Lieu of Parkland	\$ 29,489.42	\$ -	\$ -	\$ -	\$ -	29,489.42	
01-0140-1299	Town General Reserves	\$ 1,064,211.21	\$ 323,400.00	\$ -	\$ -	\$ 53,200.00	1,147,911.21	
	Town Reserves	\$ 1,853,281.27	\$ 350,000.00	\$ -	\$ -	\$ 53,200.00	\$ 1,963,581.27	
01-0143-0279	Waterworks Capital Projects	1,234,223.96	161,200.00	-	-	180,000.00	1,215,423.96	
01-0143-0280	Wastewater Capital Projects	535,351.90	5,000.00	-	-	-	540,351.90	
	Water/Wastewater Reserves	\$ 1,769,575.86	\$ 166,200.00	\$ -	\$ -	\$ 180,000.00	\$ 1,755,775.86	
01-0140-0264	Westario-Promissory Note	380,000.00					380,000.00	
	PROMISSORY NOTE	\$ 380,000.00	\$ -	\$ -	\$ -	\$ -	\$ 380,000.00	
	TOTAL TOWN RESERVES	\$ 4,002,857.13	\$ 516,200.00	\$ -	\$ 53,200.00	\$ 366,500.00	\$ 4,099,357.13	
LIBRARY BOARD								
11-0135-0267	Library - Comm. Access Program (CAP)	3,506.69					3,506.69	
11-0135-0268	Library Future Development	114,724.12	5,000.00		12,700.00		107,024.12	
11-0135-0270	Library - Bequests	49,323.56					49,323.56	
11-0135-0291	Library/Civic Centre Building Capital	978.30					978.30	
	Library Reserves	\$ 168,532.67	\$ 5,000.00	\$ -	\$ 12,700.00	\$ -	\$ 160,832.67	
POLICE BOARD								
51-0141-0254	Police - Post Employment Reserve	200,000.00					200,000.00	
51-0141-0255	Police General Reserves	95,641.96	-				95,641.96	
51-0141-0256	Police Future Facilities Capital Reserve	313,000.00					313,000.00	
	Police Reserves	\$ 608,641.96	\$ -	\$ -	\$ -	\$ -	\$ 608,641.96	
D.I.A.								
21-0150-0272	DIA - Parking Lot Development	109,496.31	2,400.00				111,896.31	
	DIA Reserves	\$ 109,496.31	\$ 2,400.00	\$ -	\$ -	\$ -	\$ 111,896.31	
LANDFILL								
31-0143-1150	Landfill Reserves	1,072,369.33				\$ 1,000,000.00	72,369.33	
	<i>Sub-Landfill Hanover Share 50%</i>	536,184.67				<i>500,000.00</i>	36,184.67	
YATC-Launchpad								
61-0140-1299	YATC - General Reserves	-					-	
	YATC Reserves	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
CIP								
81-0140-1299	CIP - General Reserves	14,575.74					14,575.74	
91-0140-1299	S/S - General Reserves	26,345.32					26,345.32	
	CIP/S&S Reserves	\$ 40,921.06	\$ -	\$ -	\$ -	\$ -	\$ 40,921.06	
	TOTAL "RESERVES"	\$ 5,466,633.80	\$ 523,600.00	\$ -	\$ -	\$ 65,900.00	\$ 5,057,833.80	

TOWN OF HANOVER RESERVES AND DISCRETIONARY RESERVE FUNDS

2020 BUDGET PROPOSAL AT NOVEMBER 26, 2019

Information as of November 20, 2019		subject to audit						ESTIMATED
ACCOUNT #	DESCRIPTION	BALANCE 12/31/2019	*ADDITIONS*			*FINANCING*		BALANCE
			BUDGET	RESOLUTION		REV FUND	CAP FUND	12/31/2020
RESERVE FUNDS								
33-0190-0414	Landfill Capital/Perpetual Care	-					-	-
	Sub-Landfill Hanover Share 50%	-	-	-		-	-	-
03-0179-0401	TCA Reserve Fund (New for 2016)	243,574.50	67,000.00					310,574.50
03-0179-0403	Investing in Hanover Fund	755,080.20	203,500.00			100,000.00	40,000.00	818,580.20
03-0180-0404	Waterworks Major Capital Components	2,594,645.86	204,900.00		11,200.00			2,799,545.86
03-0180-0405	Wastewater Major Capital Components	1,758,555.13	477,100.00				1,575,000.00	660,655.13
03-0183-0413	Parking - Cash in Lieu	3,822.80						3,822.80
	Town Discretionary Reserve Funds	\$ 5,355,678.49	\$ 952,500.00	\$ -		\$ 100,000.00	\$ 1,615,000.00	\$ 4,593,178.49
03-0184-0450	Westario Shares	2,756,742.00						2,756,742.00
41-0190-0421	Provincial Gas Tax-Disability Transit	157,247.14	\$ 718,815.00			\$ 640,000.00	\$ 78,000.00	158,062.14
03-0181-0420	Federal Gas Tax- AMO-(ESMI-Capital)	813,904.67	\$ 238,563.65				\$ 350,000.00	702,468.32
	Town Obligatory Reserve Funds	971,151.81	957,378.65	-		640,000.00	428,000.00	860,530.46
	TOTAL "RESERVE FUNDS"	\$ 9,083,572.30	\$ 1,909,878.65	\$ -	\$ -	\$ 740,000.00	\$ 2,043,000.00	\$ 8,210,450.95
	GRAND TOTAL	\$ 14,550,206.09	\$ 2,433,478.65	\$ -		\$ 805,900.00	\$ 2,909,500.00	\$ 13,268,284.74

Council and Administration



Staffing Complement Includes:
1 Chief Administrative Officer/Clerk
1 Administrative Assistant/Deputy Clerk
1 Human Resources Coordinator

Council consists of a mayor, deputy mayor and five councillors that represent the public on municipal matters in Hanover.

The mayor (or deputy mayor in the absence of the mayor) acts as the Head of Council and presides over council meetings, provides leadership to the council, represents the Town of Hanover and carries out the duties as Head of Council as specified by the *Municipal Act*.

Administration is comprised of the Chief Administrative Officer/Clerk, Administrative Assistant/Deputy Clerk and Human Resources Coordinator. The CAO is appointed by council and directs and coordinates the general and administrative management and business of the Town. The clerk performs statutory duties as outlined in the *Municipal Act* and other legislation.

Administration oversees the following areas:

Council and Committee: secretariat to council and committees including preparing all meeting agendas and minutes; ensures the decisions of council are recorded and actions carried out.

Elections: responsible for coordination and conduct of the municipal and school board elections every four years.

Human Resources: employee/volunteer recruitment; labour/employee relations, negotiations and contract administration; training development and performance management; compensation administration; development and implementation of corporate human resources policies and procedures; development and recommendation of plans, policies and strategies to address human resources and organizational objectives; providing advice to departments, staff and council; and ensuring employment and legislative compliance.

Legislative: compliance with all Federal and Provincial legislation that impacts the Town; liaison with all levels of government, local boards, community groups and organizations.

Licensing: issuance of taxi, marriage and lottery licences.

Policy: development and administration of policies in accordance with legislative requirements; provide guidance and advice to both council and staff.

Records Management: processes all information requests; management of corporate records.

Vital Statistics: issuance of death certificate and burial permits, as well as marriage certificates and solemnization.

2019 Program Highlights

- 2018 municipal elections were completed and council oriented to ensure a seamless transition. Tours of all municipal facilities completed.
- Replaced retiring Deputy Clerk/Administrative Assistant internally and recruited a Human Resources Coordinator.
- Fulfilled *Bill 68, Modernizing Ontario's Municipal Legislation Act, 2017* requirements.
 - Integrity Commissioner appointed. Training held for council, staff, boards and committees.
 - Council-Staff Relations Policy approved
 - Alternate Member of County Council appointed
 - Pregnancy and Parental Leaves of Members of Council Policy approved
 - Municipal Tree Canopy and Natural Vegetation Policy approved
- Completed 2019 Strategic Plan Review. 22 new or reworked actions identified.
- Local Growth Management Strategy – Scoped Comprehensive Review Phase 1 Report completed and presented to council.
- Provided ongoing support to Town departments as they moved forward with work and responded to different challenges during the year (e.g., landfill operations, tendering and project management, land dispositions, etc.).

Goals and Objectives for 2020

1. Commence Phase 2 of growth plan for Hanover.
2. Working with the Economic Development Manager, complete a new Community Improvement Plan for the Town of Hanover.
3. Ensure Hanover's Community Safety and Well-being Plan is completed and adopted by council prior to January 1, 2021.
4. Working with the Director of Public Works and the Hanover-Walkerton Waste Management Committee, establish an environmental advisory committee for the Town of Hanover.
5. Working with the Human Resources Coordinator, begin considering staffing requirements and challenges, including the pending retirements of several senior staff.
6. Actively pursue capital infrastructure grant opportunities as they become available.

Program Changes for 2020

- There are no anticipated program changes for 2020.

LOOKING AHEAD

- Work with council and the management team in completing the actions identified in the 2019 Strategic Plan Review.
- Work with our consultants and staff in completing phase 2 of our growth plan and steps required to address Hanover's long-term land shortage concerns.
- Assisting where possible with planned and anticipated commercial and institutional development.
- Support staff in advancing the goals and objectives identified in various master and strategic planning documents.

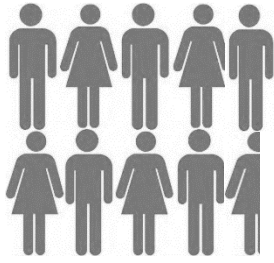
2020 BUDGET vs 2019 BUDGET

						PROJECTION	
	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE
	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%
ADMINISTRATION				\$	%		
1100 Council							
01-1100-1110 REGULAR SALARIES	140,500	105,375	143,300	2,800	2	146,200	2
01-1100-1120 PER DIEMS	3,000	4,300	3,700	700	23	3,700	-
01-1100-1510 EMPLOYEE BENEFITS	8,000	6,314	8,300	300	4	8,500	2
01-1100-3106 PROF DEV/TRAVEL-PATERSON	1,500	270	2,300	800	53	2,400	4
01-1100-3115 PROF DEV/TRAVEL-FLEET	2,300	1,796	2,300	-	-	2,400	4
01-1100-3116 PROF DEV/TRAVEL-DICKERT	2,300	2,733	2,300	-	-	2,400	4
01-1100-3117 PROF DEV/TRAVEL-FITZSIMMONS	1,800	2,597	2,300	500	28	2,400	4
01-1100-3118 PROF DEV/TRAVEL-KOEBEL	2,300	1,723	2,300	-	-	2,400	4
01-1100-3119 PROF DEV/TRAVEL-HOCKING	2,300	15	2,300	-	-	2,400	4
01-1100-3120 PROF DEV/TRAVEL-HICKS		632	2,300	2,300		2,400	4
01-1100-3128 SUBSCRIPTIONS & MEMBERSHIPS	3,100	3,127	3,100	-	-	3,100	-
01-1100-3129 EMPLOYEE SERVICE AWARDS	2,500	2,210	2,500	-	-	2,700	8
01-1100-3131 EVENT #3- STAFF ANNUAL	6,000		7,000	1,000	17	7,200	3
01-1100-3132 ACKNOWLEDGMENTS/PROMOTION	10,000	9,543	11,000	1,000	10	11,000	-
01-1100-3215 PRINTING & ADVERTISING	2,000	1,182	2,100	100	5	2,200	5
01-1100-3311 INTEGRITY COMMISSIONER	2,500	3,313	1,500	(1,000)	(40)	1,500	-
01-1100-3322 PHOTO SERVICE		429		-			
01-1100-3710 INSURANCE (GENERAL)	19,600	23,474	26,800	7,200	37	27,600	3
01-1100-3810 GRANTS TO ORGANIZATIONS	32,000	31,950	12,000	(20,000)	(63)	12,000	-
01-1100-4177 CONTRIBUTION-RETENTION DONATION	85,000	85,000	85,000	-	-	85,000	-
Total 1100 Council	326,700	285,983	322,400	(4,300)	(1)	327,500	2

2020 ORGANIZATION FUNDING REQUESTS
Account #01-1100-3810

(see Council Budget - Tab 3) Organization	2019	2020	2020 Admin	Event	Letter
	Actual Grant	Request	Recomm.	Description	Rec'd
Requests for Donations					
1 Ontario Music Festival	\$ 250.00	\$ 250.00	\$ 250.00	local Rotary Music Festival - Scholarship Awards and Festival Costs	Yes
2 Hanover Community Players	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	Local Theatre Group	Yes
3 South Grey-Bruce Youth Literacy Csl	\$ 1,000.00			Program Support	
4 Bruce Grey Mentorship Program	\$ 2,500.00			Bruce Grey Mentorship Program to replace previous Big Brothers/Big Sisters Organization -- 2019-Request for \$5000	
5 Bluewater Community Radio	\$ 20,000.00	n/a	\$ -	Agmt ended Dec. 31/19	
6 Horticultural Society	\$ 2,300.00			Planting/maintaining bridge flower boxes,community flower beds.	
7 St. John Ambulance	\$ 750.00			2007-2010-\$1500; 2011-\$1800; 2012-2015-\$2,000; 2016-\$2,100; 2017-\$2,200; 2018-\$2,300;	
8 Youth for Christ (YfC)	\$ 1,000.00			Provide First Aid at local events, etc.	
9 Women's House Serving Bruce & Grey	\$ 500.00	\$ 500.00	\$ 500.00	Youth Drop-In Centre - The Deck - Tuesdays & Thursdays.	
				education/crisis lines/emergency shelter/counselling services	Yes
10 Crimestoppers of Grey Bruce	\$ -			In 2017 requested a donation of \$5,000 or a commitment of \$3,000 each year for the next 5 years; In 2018 requesting a donation of \$2,000 and a commitment of \$2,000 each year for the next 5 years - in a crisis situation; No request in 2019.	
TOTAL	\$ 29,300.00	\$ 1,250.00	\$ 1,750.00		
TOTAL MONIES IN BUDGET	\$ 32,000.00	\$ -	\$ 12,000.00		
11 Miscellaneous Grants Requests	\$ 2,650.00	\$-	\$ -		
<u>2019 Grant Recipients</u>				<u>2020 Grant Recipients</u>	
Bruce Grey Forest Festival - Grey Bruce Students hands on activities at Allen Park Conservation Area	\$ 100.00				
Lawn Bowling District Play Downs & Regional Senior Games	\$ 1,000.00				
Hanover Lions Club - Special Event - Significant Benefit to Town of Hanover - economic impacts, community enhancement - All proceeds to local mental health initiatives.	\$ 950.00				
Battle of the Blades - Figure Skating	\$ 500.00				
Community Living Golf Sponsorship	\$ 100.00				
TOTALS	\$ 32,000.00	\$ 40,050.00	\$ 12,000.00		
	<i>Total Spent in 2019 \$ 31,950.00</i>	AVAIL	\$ 10,250.00	funds available for future requests received by council during the year	
			\$ 1,750.00	total to date confirmed	

Corporate Services / Finance



Staffing Complement Includes:

- 1 Director of Corporate Services/Treasurer
- 1 Deputy-Treasurer/Tax Collector
- 1 AP/AR & Payroll Clerk
- 1 Utility Clerk
- 1 Finance Clerk
- 1 Municipal Building Maintenance Coordinator
- 3.8 Janitorial/Security (2 full time; 3 part-time)

The Corporate Services Department serves several municipal functions; Finance/Treasury, Information Technology (IT), and Civic Facilities.

Under the direction of the Director of Corporate Services/Treasurer, Corporate Services oversees the Corporate Shared (Administration) revenue and expenditure accounts not attributable to a specific department. These include taxation, investment income, penalties and interest, and general reserve transactions. Corporate Services oversees Civic Facilities under the General Government function (Civic Centre, Theatre, Hanover Family Centre, Medical Clinic, 140 7th Ave., 267 10th St. (BWR Bldg).

Finance/Treasury – responsible for the overall management of the Town’s financial resources in a fiscally responsible and prudent manner. The department is bound by the financial reporting requirements of the Public Sector Accounting Board (PSAB) in accordance with the *Municipal Act*.

Other functions include:

- Financial Management
- Formulation of operating and capital budgets
- Issuance and collection of property tax billings and other revenues
- Financial reporting and controls
- Provision of objective professional support on major strategic and financial initiatives
- Corporate banking and investment management
- Administration of accounts payable and receivable
- Payroll calculation and distributions
- Asset Management corporate-wide leadership in implementation, practices, concepts and progress
- Development of long-range financial plans, strategies, studies and policies
- Administration of the procurement of goods and services
- Risk Management – manage all risks, insurance and claims against the municipality

Information Technology (IT) - Corporate responsibility for hardware and networking purposes with each department responsible for any applicable software needs. We utilize the services of a local IT company for all town-wide networking and computer issues.

Civic Facilities – Leasing agreements, customer service, and maintenance/capital upgrades of all civic facilities

- **Civic Centre**-341 10th Street – Downtown Cultural Area and Meeting Rooms, Municipal Offices, Library, Community Hall and Theatre Facility.
- **140 7th Avenue** – Grey County EMS Building, Physiotherapy Tenant, back area town storage; PRC offsite storage area;
- **Hanover Family Centre** – leases with Owen Sound YMCA (Daycare), Keystone and Hanover Gymnastics. Tennis courts on property.

- **Medical Clinic** – leases with downstairs tenants - Pharmacy, LifeLabs, ActivEars Hearing and Saugeen Vision businesses, Upstairs tenants with doctor leases and locum facilities
- **267 10th Street** -- Bluewater Community Radio building – apt. tenant lease and business lease with BWR.

2019 Program Highlights

- Transition of HR functions to new HR Coordinator effective July 2, 2019. Internal shuffle of all incumbents in Corporate Service positions with recent retirement of Admin position. Hiring of new Finance Clerk.
- Upgraded IT infrastructure with new servers and new workstations to Windows 10 platform. Current Windows 7 platform being phased out by end of 2020. Added Cyber Risk Liability insurance to town policy. Implemented the Digital Boundary security recommendations.
- Updated all civic facility lease renewals – 140 7th Avenue & Medical Clinic – 5 year leases; HFC – 3 year leases. Facility improvements and upgrades - (**HFC** – men’s bathroom flooring and washroom stalls updated; outside ponding/drainage problem rectified; **140- 7th Avenue** – outside driveway drainage and removal of sidewalk completed; **Civic Centre/Theatre** – purchase of new chiller system – to be installed in late December/early January; interior stage lighting improvements (Yr. 3 of 5 year plan), upgraded office counter for accessibility; creation of new HR office; flooring and painting in Saugeen Corridor; painting in Council Chambers area; **Medical Clinic** – upgraded HMA phone system, building exterior columns rehabilitation completed, hand dryers installed in public washrooms. **267 10th St** – Upgrade to basement washroom; property currently up for sale.
- Updated some condition assessments for Asset Management Plan
- Assist SMA partnership by providing bookkeeping responsibilities for SMA effective Oct. 1/19.

Goals and Objectives for 2020

1. Upgrade to Payroll Software – current hybrid system is being phased out by end of 2020.
2. Civic Facility Upgrades: **HFC** – Roof-top unit install; **Medical Clinic** – interior upgrades to ActivEars; Interior painting, security cameras; **Civic Centre/Theatre** – Admin. Office – cubby area upgrade, painting and main entrance area flooring upgrade with counter relocation; main Upper Level flooring upgrade; stairs to be refinished; additional exterior/interior security cameras to be installed. Theatre/Community Hall – investigation for the rehabilitation of this area;
3. Continue to enhance, update and provide better data within the Asset Management Plan to create a 10 year plan and be compliant with the O. Reg. 588/17 requirements.
4. Investigate storm water collection user fee program.
5. Implement financial/budget policies as first step in Long Term Financial Plan Strategy.

Program Changes for 2020

- Town’s share of OMPF funding has increased by \$39,200 (\$131,900 over 2019 budget of \$1,820,000 – Actual 2019 was \$1,912,700 vs \$1,951,900 confirmed for 2020).

LOOKING AHEAD

- After AMP is updated to O. Reg 588/17 standards, work on Long Term Financial Plan as per Strategic Plan

2020 BUDGET vs 2019 BUDGET

							PROJECTION	
	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE	
	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%	
CORPORATE SERVICES				\$	%		%	
1 General Government								
0510 Taxes for Own Use								
01-0510-0111 GENERAL TAX LEVY		(6,702,699)		-				
01-0510-0122 SHARE/HOSPITAL- P.I.L.		136		-				
01-0510-0123 HYDRO/WESTARIO P.I.L.	(5,200)	(5,262)	(5,200)	-	-	(5,200)	-	
01-0510-0125 ONT.LOTTERY/GAMING CORP-P.I.L.	(13,100)	(12,205)	(13,100)	-	-	(13,100)	-	
01-0510-0211 GENERAL TAX LEVY - SUPPS	(54,000)	(66,174)	(54,000)	-	-	(54,000)	-	
01-0510-0251 SHARE/TOWN PROPERTY-P.I.L.	(17,300)	(17,304)	(17,300)	-	-	(17,300)	-	
01-0510-0252 UTILITY TRANSMISSION CORRIDOR	(800)	(775)	(800)	-	-	(800)	-	
01-0510-4500 VACANCY REBATES(COMM/INDUST.)	20,000	18,051	20,000	-	-	20,000	-	
01-0510-4510 REBATES TO ELIGIBLE CHARITIES	1,000	1,104	1,000	-	-	1,000	-	
Total 0510 Taxes for Own Use	(69,400)	(6,785,128)	(69,400)	-	-	(69,400)	-	
0620 Provincial Funding								
01-0620-0310 ONT.MUN.PARTNERSHIP FUND ALLOC	(1,820,000)	(1,912,700)	(1,951,900)	(131,900)	7	(1,874,000)	(4)	
Total 0620 Provincial Funding	(1,820,000)	(1,912,700)	(1,951,900)	(131,900)	7	(1,874,000)	(4)	
0690 Unassigned Revenue								
01-0690-0521 PROVINCIAL GRANTS		(15,604)		-				
01-0690-0570 DLGC PROVINCIAL FUNDING	(1,310,000)	(1,075,062)	(1,400,000)	(90,000)	-	(1,310,000)	6	
01-0690-0593 LAS-ONT POWER GENERATE.REBATE		(7,943)		-				
01-0690-0815 MARRIAGE/LOTTERY LICENCES	(10,000)	(12,808)	(10,000)	-	-	(10,000)	-	
01-0690-0820 TAXI LICENCES	(4,700)	(4,150)	(4,700)	-	-	(4,700)	-	
01-0690-0881 FEES & MISC. CHARGES	(15,100)	(5,945)	(15,100)	-	-	(15,100)	-	
01-0690-0883 D.I.A. ADMINISTRATION FEE	(1,800)	(1,800)	(1,800)	-	-	(1,800)	-	
01-0690-0884 WATER/SEWAGE DEPT.-ADMIN.FEE	(83,600)	(83,600)	(83,600)	-	-	(83,600)	-	
01-0690-0885 LIBRARY COMPUTER SERVICE FEE	(2,800)	(2,800)	(2,800)	-	-	(2,800)	-	
01-0690-0886 WATER/SEWAGE COMPUTER SER.FEES	(12,000)	(12,000)	(12,000)	-	-	(12,000)	-	
01-0690-0890 LANDFILL ADMIN. FEE(INTERNAL)	(68,000)	(68,000)	(68,000)	-	-	(68,000)	-	
01-0690-0911 PENALTY & INTEREST : CURRENT	(55,000)	(41,514)	(55,000)	-	-	(55,000)	-	
01-0690-0915 WATER/SEWER PENALTIES	(12,000)	(19,826)	(12,000)	-	-	(12,000)	-	
01-0690-0922 MONTHLY BANK INTEREST	(50,000)	(84,655)	(65,000)	(15,000)	30	(50,000)	(23)	
01-0690-0924 INTEREST-INTERNAL-OWN FUNDS	(6,400)	(12,852)	(6,400)	-	-	(6,400)	-	
01-0690-0927 INTEREST-P.NOTE-WESTARIO POWER	(46,800)	(38,950)	(46,800)	-	-	(46,800)	-	
01-0690-0928 WESTARIO DIVIDEND ON SHARES	(70,000)	(120,719)	(100,000)	(30,000)	43	(110,000)	10	
01-0690-0972 NSF CHEQUE SERVICE CHARGE	(300)	(440)	(300)	-	-	(300)	-	
Total 0690 Unassigned Revenue	(1,748,500)	(1,608,668)	(1,883,500)	(45,000)	3	(1,788,500)	(0)	
1200 Administration								
01-1200-0521 PROVINCIAL GRANTS		(608,651)		-				
01-1200-0579 MISC REVENUE		(666)		-				
01-1200-0934 TRANSFER FROM RESERVES		(1,328)	(36,300)	(36,300)		(1,300)	(96)	
01-1200-1110 REGULAR SALARIES	437,800	393,890	479,500	41,700	10	489,100	2	
01-1200-1111 PART-TIME SALARIES		8,937		-				
01-1200-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(1,814)		-				
01-1200-1510 EMPLOYEE BENEFITS	111,000	98,032	126,900	15,900	14	129,400	2	
01-1200-1516 WSIB	11,900	13,649	13,100	1,200	10	13,400	2	
01-1200-1519 EMPLOYEE ASSISTANCE PROGRAM	1,000		1,000	-	-	1,000	-	
01-1200-2130 OFFICE & STATIONERY SUPPLIES	7,500	7,348	7,500	-	-	7,500	-	
01-1200-2131 HEALTH & SAFETY/CORPORATE TRAINING EXPE	11,400	2,918	15,100	3,700	32	6,700	(56)	
01-1200-2214 UNIFORMS & CLOTHING		46		-				
01-1200-3110 PROF.DEV./TRAINING/TRAVEL	10,000	11,876	22,900	12,900	129	18,000	(21)	
01-1200-3128 SUBSCRIPTIONS & MEMBERSHIPS	4,500	4,618	4,500	-	-	4,500	-	
01-1200-3210 POSTAGE	16,000	21,651	16,000	-	-	16,000	-	
01-1200-3212 TELEPHONE & FAX	7,000	5,067	7,000	-	-	7,000	-	
01-1200-3215 PRINTING & ADVERTISING	2,000	1,521	2,000	-	-	2,000	-	
01-1200-3310 AUDIT SERVICE	7,000	8,343	8,000	1,000	14	8,200	3	
01-1200-3311 LEGAL SERVICE	20,000	10,856	20,000	-	-	20,000	-	
01-1200-3316 CONSULTANTS FEES	20,100	33,506	55,100	35,000	174	20,500	(63)	
01-1200-3325 COMPUTER SERVICES/SUPPLIES	68,500	54,172	75,300	6,800	10	75,600	0	
01-1200-3513 PHOTOCOPIER RENT/MTCE CONTRACT	3,000	1,310	3,000	-	-	3,000	-	
01-1200-3710 INSURANCE (GENERAL)	18,800	22,631	25,900	7,100	38	26,700	3	
01-1200-4110 BANK SERVICE CHARGES	4,100	3,445	4,100	-	-	4,100	-	
01-1200-4410 CASHIERS OVER/SHORT		(15)		-				
01-1200-5210 TCA PURCHASES	53,000	12,209		(53,000)	(100)			
01-1200-5212 TRANSFER TO RESERVE FUND	96,900	701,823	100,500	3,600	4	102,000	1	
01-1200-5213 TRANSFER TO RESERVE	64,600	103,922	115,229	2,400	4	68,000	1	
01-1200-5230 LEASE PRINCIPAL PAYMENTS	2,000	1,307	2,000	-	-	2,000	-	
01-1200-6000 AMORTIZATION EXPENSE - TCA	51,900		40,600	(11,300)	(22)	41,400	2	
01-1200-6100 CHANGE IN INVESTMENT IN CAPITAL ASSETS	(51,900)		(40,600)	11,300	(22)	(41,400)	2	

						PROJECTION	
	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE
CORPORATE SERVICES	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%
				\$	%		
Total 1200 Administration	978,100	910,603	1,068,329	90,229	9	1,023,400	4
TOTAL CORPORATE SERVICES	(2,659,800)	(9,395,893)	(2,836,471)	(176,671)	7	(2,708,500)	95

2020 BUDGET vs 2019 BUDGET

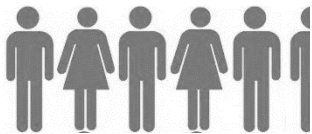
	PROJECTION						
	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE
	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%
				\$	%		%
CIVIC FACILITIES							
1300 Property - Civic Centre							
01-1300-0579 MISC REVENUE		(1,647)		-			
01-1300-0614 SAUGEEN ROOM RENTAL FEES	(5,000)			5,000	(100)		
01-1300-0934 TRANSFER FROM RESERVES	(30,000)			30,000	(100)		
01-1300-0937 TRANSFER FROM LIBRARY	(119,800)	(109,817)	(122,200)	(2,400)	2	(124,600)	2
01-1300-0999 PROCEEDS ON TCA DISPOSALS			(1,500)	(1,500)			(100)
01-1300-1110 REGULAR SALARIES	94,200	81,665	77,700	(16,500)	(18)	79,300	2
01-1300-1111 PART-TIME SALARIES	23,800	23,243	37,700	13,900	58	38,500	2
01-1300-1112 OVERTIME (TIME & HALF)		160		-			
01-1300-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(1,554)		-			
01-1300-1510 EMPLOYEE BENEFITS	31,600	27,040	26,600	(5,000)	(16)	27,100	2
01-1300-1516 WSIB	3,700	5,394	3,600	(100)	(3)	3,700	3
01-1300-1519 EMPLOYEE ASSISTANCE PROGRAM		133		-			
01-1300-2214 UNIFORMS & CLOTHING	600	581	600	-	-	600	-
01-1300-2410 2009 CHEV HALF-TON TRUCK	1,000	1,242	1,100	100	10	1,200	9
01-1300-3110 PROF.DEV./TRAINING/HEALTH&SAFETY	1,200	815	1,500	300	25	700	(53)
01-1300-3128 SUBSCRIPTIONS & MEMBERSHIPS	100		100	-	-	100	-
01-1300-3212 TELEPHONE	700	604	700	-	-	700	-
01-1300-3400 SHARED BUILDING/PROP.MTCE.	45,600	69,426	63,200	17,600	39	83,000	31
01-1300-3402 CHILLER SERVICE/MTCE.CONTRACT	9,000	7,385	9,000	-	-	9,000	-
01-1300-3411 GENERATOR SERV/MNTC CONTRACT	3,600	3,902	4,100	500	14	4,400	7
01-1300-3544 ELEVATOR SERVICE CONTRACT	3,100	3,184	3,300	200	6	3,400	3
01-1300-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"		28					
01-1300-3710 INSURANCE (GENERAL)	6,700	6,607	7,600	900	13	7,800	3
01-1300-3712 WATER/SEWAGE	3,500	3,406	3,500	-	-	3,600	3
01-1300-3713 GAS (HEATING)	8,800	6,403	8,800	-	-	9,000	2
01-1300-3716 HYDRO (GENERAL SERVICE) #1	49,600	44,783	49,600	-	-	50,600	2
01-1300-5210 TCA PURCHASES	265,000	33,612	30,000	(235,000)	(89)		(100)
01-1300-5213 TRANSFER TO RESERVE	10,000	10,034	10,000	-	-	10,200	2
01-1300-6000 AMORTIZATION EXPENSE - TCA	62,600		40,300	(22,300)	(36)	40,300	-
01-1300-6100 CHANGE IN INVESTMENT IN CAPITAL ASSETS	(62,600)		(40,300)	22,300	(36)	(40,300)	-
Total 1300 Property - Civic Centre	407,000	216,629	215,000	(192,000)	(47)	208,300	(3)
1301 Property - Saugeen Room							
01-1301-0614 SAUGEEN ROOM RENTALS		(6,469)	(5,000)	(5,000)		(5,100)	2
01-1301-1110 REGULAR SALARIES	1,700	3,060	1,700	-	-	1,700	-
01-1301-1111 PART-TIME SALARIES	700	2,221	700	-	-	700	-
01-1301-1510 EMPLOYEE BENEFITS	500	1,051	500	-	-	500	-
01-1301-1516 WSIB	100		100	-	-	100	-
01-1301-3400 SHARED BUILDING EXPENSES	500		900	400	80	800	(11)
Total 1301 Property - Saugeen Room	3,500	(137)	(1,100)	(4,600)	(131)	(1,300)	18

							PROJECTION	
	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE	
	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%	
CIVIC FACILITIES				\$	%			
1340 Property - Hanover Family Centre								
01-1340-0740 LEASE-O.S.AREA FAMILY YMCA	(28,400)	(28,468)	(28,900)	(500)	2	(29,500)	2	
01-1340-0741 LEASE-KEYSTONE FAMILY SERVICES	(26,400)	(23,573)	(26,000)	400	(2)	(26,400)	2	
01-1340-0742 RENT-GYMNASIUM	(25,300)	(21,460)	(29,200)	(3,900)	15	(30,600)	5	
01-1340-1110 REGULAR SALARIES	10,700	10,214	8,800	(1,900)	(18)	9,000	2	
01-1340-1111 PART-TIME SALARIES	2,800	1,635	4,300	1,500	54	4,400	2	
01-1340-1152 WAGE ACCRUAL(ANN.ADJ.AUDIT)		(8)		-				
01-1340-1510 EMPLOYEE BENEFITS	3,600	3,154	3,000	(600)	(17)	3,100	3	
01-1340-1516 WSIB	400		400	-	-	400	-	
01-1340-2213 CLEANING/JANITORIAL SUPPLIES	1,000	243	1,000	-	-	1,000	-	
01-1340-3212 TELEPHONE	400	300	400	-	-	400	-	
01-1340-3325 COMPUTER SERVICES	200	182	300	100	50	300	-	
01-1340-3410 PROPERTY MAINTENANCE/PURCHASES	14,800	16,209	15,900	1,100	7	13,300	(16)	
01-1340-3413 GENERAL EQUIPMENT MTCE/REPAIRS	200	759	600	400	200	700	17	
01-1340-3710 INSURANCE (GENERAL)	3,400	3,615	4,100	700	21	4,200	2	
01-1340-3712 WATER/SEWAGE	4,400	6,036	5,200	800	18	5,400	4	
01-1340-3713 GAS (HEATING)	5,000	3,135	5,000	-	-	5,100	2	
01-1340-3716 HYDRO (GENERAL SERVICE) #1	15,000	7,864	12,000	(3,000)	(20)	13,000	8	
01-1340-5210 TCA PURCHASES			23,200	23,200			(100)	
Total 1340 Property - Hanover Family Centre	(18,200)	(20,163)	100	18,300	(101)	(26,200)	(26,300)	
1360 Property - 140 7th Avenue								
01-1360-0579 MISC FEES/CHARGES								
01-1360-0833 LEASE-GREY COUNTY/OWEN SOUND	(38,600)	(32,137)	(38,200)	400	(1)	(38,700)	1	
01-1360-0834 LEASE SUITE #2	(20,900)	(19,126)	(21,300)	(400)	2	(21,800)	2	
01-1360-1110 REGULAR SALARIES	3,000	3,392	3,100	100	3	3,200	3	
01-1360-1111 PART-TIME SALARIES	600	746	600	-	-	700	17	
01-1360-1112 OVERTIME (TIME & HALF)		120		-				
01-1360-1113 OVERTIME (DOUBLE)		48		-				
01-1360-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)								
01-1360-1510 EMPLOYEE BENEFITS	900	1,042	900	-	-	1,000	11	
01-1360-1516 WSIB	100		100	-	-	100	-	
01-1360-3410 BUILDINGS MTCE/REPAIRS	19,300	2,821	4,300	(15,000)	(78)	19,300	349	
01-1360-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	800	647	800	-	-	800	-	
01-1360-3710 INSURANCE (GENERAL)	900	866	1,000	100	11	1,100	10	
01-1360-3711 COUNTY SHARE - UTILITIES (HYDRO/WATER-SEW)	4,200	1,643	4,200	-	-	4,200	-	
01-1360-3712 WATER/SEWAGE	1,200	540	1,200	-	-	1,300	8	
01-1360-3713 GAS (HEATING)	2,500	1,894	2,500	-	-	2,600	4	
01-1360-3716 HYDRO (GENERAL SERVICE) #1	7,300	2,512	7,300	-	-	7,500	3	
01-1360-3726 TAXES - P.I.L	1,500	1,409	1,500	-	-	1,600	7	
01-1360-5210 TCA PURCHASES	24,000			(24,000)	(100)			
01-1360-5213 TRANSFER TO RESERVES								
Total 1360 Property - 140 7th Avenue	6,800	(33,583)	(32,000)	(38,800)	(571)	(17,100)	(47)	
1380 Property - 267 10th St (Bluewater Radio)								
01-1380-0614 RENTAL (LEASE) FEES	(12,000)	(10,000)	(24,000)	(12,000)	100		(100)	
01-1380-1110 REGULAR SALARIES		440		-				
01-1380-1111 PART-TIME SALARIES		29		-				
01-1380-1510 EMPLOYEE BENEFITS		67		-				
01-1380-3311 LEGAL SERVICE			16,400	16,400			(100)	
01-1380-3400 PROPERTY MTCE/REPAIRS	5,100	177	1,900	(3,200)	(63)		(100)	
01-1380-3710 INSURANCE (GENERAL)	800	162	200	(600)	(75)		(100)	
01-1380-3712 WATER/SEWAGE	1,100	1,021	1,100	-	-		(100)	
01-1380-3726 TAXES (PROPERTY)	2,800	4,442	4,400	1,600	57		(100)	
01-1380-5210 TCA PURCHASES		9,000		-				
Total 1380 Property - 267 10th St (Bluewater Radio)	(2,200)	5,338		2,200	(100)			

							PROJECTION	
	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE	
	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%	
CIVIC FACILITIES				\$	%			
5300 Medical Clinic								
01-5300-0350 LEASE-DOCTORS	(127,100)	(104,081)	(112,900)	14,200	(11)	(115,100)	2	
01-5300-0351 LEASE-PHARMASAVE & HOME HEALTH CARE	(70,500)	(64,601)	(72,000)	(1,500)	2	(73,400)	2	
01-5300-0352 LEASE-CML HEALTHCARE INC	(20,200)	(18,549)	(20,600)	(400)	2	(21,100)	2	
01-5300-0744 LEASE-ACTIVEARS HEARING CENTRE INC	(14,800)	(13,584)	(15,100)	(300)	2	(15,400)	2	
01-5300-0745 LEASE-SAUGEEN OPTOMETRIC CENTRE	(46,100)	(41,607)	(46,800)	(700)	2	(47,500)	1	
01-5300-0746 LOCUM RESIDENCES	(10,000)	(10,339)		10,000	(100)			
01-5300-0881 MISC. FEES/CHARGES		(9,139)		-				
01-5300-0934 TRANSFER FROM RESERVES	(47,000)			47,000	(100)			
01-5300-1110 REGULAR SALARIES	80,700	62,513	63,300	(17,400)	(22)	64,600	2	
01-5300-1111 PART-TIME SALARIES	21,800	9,726	35,700	13,900	64	36,400	2	
01-5300-1119 VEHICLE ALLOWANCE								
01-5300-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)								
01-5300-1510 EMPLOYEE BENEFITS	27,700	19,622	22,400	(5,300)	(19)	22,900	2	
01-5300-1516 WSIB	3,200		3,100	(100)	(3)	3,200	3	
01-5300-2410 2009 CHEV HALF TON TRUCK ALLOCATED EXPEN		1,157	1,000	1,000		1,000	-	
01-5300-3212 TELEPHONE	2,100	1,663	2,100	-	-	2,100	-	
01-5300-3325 COMPUTER SERVICES/SUPPLIES	2,600	1,252	2,600	-	-	2,600	-	
01-5300-3402 AC/HEAT SERVICE/MTCE CONTRACT	24,500	6,959	5,200	(19,300)	(79)	5,200	-	
01-5300-3410 PROPERTY MAINTENANCE/PURCHASES	60,600	42,045	58,600	(2,000)	(3)	55,900	(5)	
01-5300-3710 INSURANCE (GENERAL)	3,200	3,316	3,800	600	19	3,900	3	
01-5300-3712 WATER/SEWAGE	4,600	3,268	4,600	-	-	4,700	2	
01-5300-3713 GAS (HEATING)	6,000	4,471	6,000	-	-	6,200	3	
01-5300-3716 HYDRO (GENERAL SERVICE) #1	40,000	19,366	30,000	(10,000)	(25)	30,100	0	
01-5300-4220 INTEREST PAYMENT ON LOAN	400	342		(400)	(100)			
01-5300-5210 TCA PURCHASES	47,000	20,627		(47,000)	(100)			
01-5300-5213 TRANSFER TO RESERVE	116,200	142,967	116,200	-	-	116,500	0	
01-5300-5230 PAYMENT ON LOAN PRINCIPAL	88,000	88,000		(88,000)	(100)			
01-5300-6000 AMORTIZATION EXPENSE - TCA	69,600		56,900	(12,700)	(18)	56,900	-	
01-5300-6100 CHANGE IN INVESTMENT IN CAPITAL ASSETS	(69,600)		(56,900)	12,700	(18)	(56,900)	-	
Total 5300 Medical Clinic	192,900	165,394	87,200	(105,700)	(55)	82,800	(5)	
5301 Medical Clinic - Locums								
01-5301-0746 LOCUM RESIDENCES			(10,000)	(10,000)		(10,000)	-	
01-5301-1110 REGULAR SALARIES		1,342		-				
01-5301-1111 PART-TIME SALARIES		292		-				
01-5301-1510 EMPLOYEE BENEFITS		427		-				
01-5301-3410 PROPERTY MTCE/EQUIPMENT		100	5,000	5,000			(100)	
Total 5301 Medical Clinic - Locums	-	2,161	(5,000)	(5,000)		(10,000)	100	
7830 Hanover Civic Theatre								
01-7830-0551 OTHER GRANTS								
01-7830-0579 MISC REVENUE		(825)		-				
01-7830-0614 RENTAL FEES	(30,000)	(32,631)	(30,000)	-	-	(30,000)	-	
01-7830-0936 TRANSFER FROM RESERVE FUND			(40,000)					
01-7830-1110 REGULAR SALARIES	7,500	4,447	6,400	(1,100)	(15)	6,500	2	
01-7830-1111 PART-TIME SALARIES	1,500	2,624	2,400	900	60	2,500	4	
01-7830-1119 VEHICLE ALLOWANCE								
01-7830-1152 WAGE ACCRUAL(ANN.ADJ.AUDIT)		(271)		-				
01-7830-1510 EMPLOYEE BENEFITS	2,400	1,488	2,100	(300)	(13)	2,200	5	
01-7830-1516 WSIB	300		300	-	-	300	-	
01-7830-2410 2009 CHEV HALF-TON ALLOCATED EXPENSES		124	200	200		200	-	
01-7830-3400 SHARED BUILDING/PROP MTCE.	5,500	9,304	6,200	700	13	5,700	(8)	
01-7830-3402 CHILLER SERVICE/MTCE CONTRACT	1,000	821	1,000	-	-	1,000	-	
01-7830-3410 PROPERTY MAINTENANCE/PURCHASES	40,200	6,776	4,100	(36,100)	(90)	4,100	-	
01-7830-3411 GENERATOR SERV/MNTC CONTRACT	200	434	200	-	-	200	-	
01-7830-3544 ELEVATOR SERVICE CONTRACT	1,000	1,569	1,000	-	-	1,000	-	

	2019	2019	2020	BUDGET CHANGE	BUDGET CHANGE	PROJECTION						
						Approved	Actuals	Proposed	\$	%	2021	CHANGE
											Projection	%
CIVIC FACILITIES												
01-7830-3710 INSURANCE (GENERAL)	2,200	1,496	1,700	(500)	(23)	1,800	6					
01-7830-3712 WATER/SEWAGE	500	378	500	-	-	600	20					
01-7830-3713 GAS (HEATING)	2,000	1,601	2,000	-	-	2,100	5					
01-7830-3716 HYDRO (GENERAL SERVICE) #1	7,500	8,397	7,500	-	-	7,700	3					
01-7830-5210 TCA PURCHASES	5,000		40,000	35,000	700		(100)					
01-7830-6000 AMORTIZATION EXPENSE - TCA	6,800		6,800	-	-	6,800	-					
01-7830-6100 CHANGE IN INVESTMENT IN CAPITAL ASSETS	(6,800)		(6,800)	-	-	(6,800)	-					
Total 7830 Hanover Civic Theatre	46,800	5,732	5,600	(41,200)	(88)	5,900	5					
7831 Community Hall												
01-7831-0518 DONATIONS												
01-7831-0614 COMMUNITY HALL RENTALS	(500)		(500)	-	-	(500)	-					
01-7831-1110 REGULAR SALARIES	2,500	4,240	2,100	(400)	(16)	2,200	5					
01-7831-1111 PART-TIME SALARIES	500	1,542	800	300	60	800	-					
01-7831-1112 OVERTIME (TIME & HALF)		407										
01-7831-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(112)		-								
01-7831-1510 EMPLOYEE BENEFITS	800	1,486	700	(100)	(13)	700	-					
01-7831-1516 WSIB	100		100	-	-	100	-					
01-7831-3400 COMMUNITY HALL MAINTENANCE	1,000	2,185	3,600	2,600	260	1,000	(72)					
Total 7831 Community Hall	4,400	9,748	6,800	2,400	55	4,300	(37)					
TOTAL CIVIC FACILITIES	641,000	351,119	276,600	(364,400)	(57)	246,700	(11)					

Fire



Staffing Complement Includes:

- 1 Fire Chief / FPO / CEMC / H & S Co-ordinator
- 1 Part-time Fire Prevention Inspector
- 0.84 Firefighter Officers (6 volunteer)
- 2.52 Firefighters (18 volunteer)
- 0.27 Auxiliary Firefighters (2 volunteer)

The Hanover Fire Department is responsible for providing fire and life safety protection to residents and their property. To accomplish this task, the three lines of defense are utilized; education, prevention and suppression. The department enforces the *Fire Protection and Prevention Act* as well as implementing applicable statutes of the *Ontario Fire Code*.

Emergency services offered by the Hanover Fire Department include the following;

- Ice Water Rescue
- Swift Water Rescue
- High Angle Rescue
- Auto Extrication Rescue
- Medical First Responder, CPR, Defibrillation
- Structural Firefighting

Hanover Fire Department is supported by a fleet of 3 fire apparatus, 1 chief officer unit, 1 pick-up truck, 1 rehabilitation trailer, and a rescue boat.

2019 Program Highlights

- Responded to 186 emergency calls for service in 2018, 182 emergency calls for service in 2019 to October 31
- Over 1,100 personnel hours on scene in 2018, 1,407 hours in 2019 to October 31
- 104 training and meeting activities completed with over 2,510 personnel hours involved to October 31, 2019
- Open House and additional events occurred during Fire Prevention Week in October 2019
- Conducted annual emergency management training and mock for 2019
- Initiated new staffing structure to ensure certification levels matched activity level at emergency scenes
- Moved to hourly pay rate for all staff
- Numerous members attended training opportunities to expand their knowledge and experience. Topics included; NFPA 1021 Officer I, NFPA 1001 Firefighter I and II, NFPA 1035 Fire and Life Safety Instructor, NFPA 1041 Instructor I, Fire Service Driver Training Certification Program
- Continued the use of Twitter, Facebook and Instagram to increase fire safety awareness and public relations opportunities
- Continued with Alarmed for Life program visiting 126 homes to October 31, 2019
- Continued fire safety inspections of commercial and industrial establishments and fire safety instruction at local schools. A total of 24 inspections were in progress and 135 closed to October 31, 2019
- Obtained a drone aircraft and had 5 pilots certified by Transport Canada for flight

Goals and Objectives for 2020

1. Obtain new compressor system to increase the ability to fill present bottle inventory adequately and meet ministry standards
2. Increase Fire Prevention Officer work week to 3 days
3. Create a flight program for the department drone aircraft
4. Move towards the certification of new firefighters to NFPA 1001 firefighter level I
5. Certify existing firefighters to NFPA 1001 firefighter level II
6. Update high angle equipment and process to ensure department operations are meeting NFPA standards
7. Utilization of a new computerized training platform to assist firefighters in accessing training material and resources at home, saving crucial training time to hands on activities
8. Increase the number of self-contained breathing apparatus bottles available to ensure that the department is prepared for large scale emergencies requiring long term firefighter activity
9. Increase the number of trained staff to assist with critical incident stress situations.
10. Continue work with vulnerable occupancies and schools to ensure timely and efficient evacuations can be maintained at all times
11. Complete half day training sessions with regards to technical rescue applications
12. Complete an audit of the technical rescue specialities utilizing a third party
13. Obtain keyless entry for firefighters to the fire station to aid in efficient response
14. Commit resources for the Grey County training officers association to share resources and material as it relates to fire training
15. Reduce medical team to 4 members on call each weekend to maintain efficient operations while ensuring quality service levels to the public
16. Chief to provide services to Ontario Fire College and Regional Training Centre to instruct NFPA 1021 Officer I and II courses
17. Update Town of Hanover emergency management plan as required
18. Plan for 2020 emergency management training and mock
19. Create and complete activities identified in the joint health & safety work plan
20. Obtain Drivewise training for all town staff who operate vehicles

Program Changes for 2020

- New computerized training platform
- New high angle rescue procedures
- Technical rescue audit
- Utilization of drone within emergency and training operations

LOOKING AHEAD

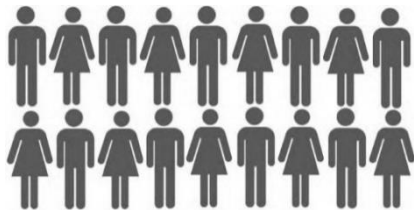
- Maintain recruit training process for firefighters to work towards certification
- Continue with co-operative education partnerships with local schools
- Continue with effective succession planning to ensure trained staff available
- Continue to develop emergency management program updates

2020 BUDGET vs 2019 BUDGET

							PROJECTION	
	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE	
	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%	
FIRE & EMERGENCY MEASURES				\$	%			
2100 Fire								
01-2100-0518 DONATIONS	(2,000)	(15)	(12,000)	(10,000)	500	(2,000)	(83)	
01-2100-0541 TOWNSHIP OF WEST GREY	(58,300)	(58,400)	(59,500)	(1,200)	2	(58,300)	(2)	
01-2100-0542 MUNICIPALITY OF BROCKTON	(66,500)	(66,400)	(67,800)	(1,300)	2	(66,500)	(2)	
01-2100-0579 FEES/MISC.CHARGES	(14,000)	(27,854)	(40,800)	(26,800)	191	(21,000)	(49)	
01-2100-0934 TRANSFER FROM RESERVES	(435,000)		(67,800)	367,200	(84)		(100)	
01-2100-0999 PROCEEDS ON TCA DISPOSALS			(2,200)					
01-2100-1110 REGULAR SALARIES	97,900	86,712	99,500	1,600	2	101,500	2	
01-2100-1111 PART-TIME SALARIES	242,200	167,076	268,900	26,700	11	274,300	2	
01-2100-1112 OVERTIME (TIME & HALF)		62		-				
01-2100-1113 OVERTIME (DOUBLE) SNOW REMOVAL		48		-				
01-2100-1114 OUT-TOWN/IN-TOWN->2HRS		(1,301)		-				
01-2100-1120 PER DIEMS		945		-				
01-2100-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(688)		-				
01-2100-1510 EMPLOYEE BENEFITS	32,100	28,223	33,800	1,700	5	34,500	2	
01-2100-1516 WSIB	11,200	8,078	11,200	-	-	11,400	2	
01-2100-1519 EMPLOYEE ASSISTANCE PROGRAM	600	623	600	-	-	600	-	
01-2100-2214 UNIFORMS & CLOTHING	8,800	2,287	9,900	1,100	13	15,600	58	
01-2100-2217 PAGERS/RADIOS/LICENCE	2,600	3,060	3,000	400	15	2,000	(33)	
01-2100-2233 GENERAL SUPPLIES & EQUIPMENT	60,500	53,916	51,600	(8,900)	(15)	52,750	2	
01-2100-2254 SELF CONTAINED BREATHING APP.	12,100	5,255	5,300	(6,800)	(56)	6,300	19	
01-2100-2255 FIRE PREVENTION/PUBLIC RELATIONS	2,000	2,086	3,500	1,500	75	3,500	-	
01-2100-3110 PROF.DEV./TRAINING/TRAVEL	16,300	17,903	15,900	(400)	(2)	15,600	(2)	
01-2100-3128 SUBSCRIPTIONS & MEMBERSHIPS	2,000	2,281	2,500	500	25	2,500	-	
01-2100-3212 TELEPHONE	1,500	1,490	1,500	-	-	1,500	-	
01-2100-3218 FIRE DISPATCH SERVICE	20,900	11,744	17,200	(3,700)	(18)	17,200	-	
01-2100-3325 COMPUTER SERVICES/SUPPLIES	10,800	8,701	5,800	(5,000)	(46)	5,850	1	
01-2100-3410 BUILDINGS MTCE/REPAIRS	4,000	5,326	9,000	5,000	125	9,000	-	
01-2100-3413 GENERAL EQUIPMENT MTCE/REPAIRS	5,000	2,109	3,600	(1,400)	(28)	3,600	-	
01-2100-3425 BUNKER GEAR CLEANING/REPAIR	3,000	3,829	3,500	500	17	3,500	-	
01-2100-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	600	689	800	200	33	800	-	
01-2100-3710 INSURANCE (GENERAL)	7,400	6,441	9,000	1,600	22	9,200	2	
01-2100-3712 WATER/SEWAGE	200	640	500	300	150	500	-	
01-2100-3713 GAS (HEATING)	3,400	2,668	4,000	600	18	4,000	-	
01-2100-3716 HYDRO (GENERAL SERVICE) #1	3,100	2,799	3,100	-	-	3,100	-	
01-2100-4127 INTERNAL INTEREST EXPENSE	4,000	4,019	14,200	10,200	255	12,800	(10)	
01-2100-5210 TCA PURCHASES	435,000	407,715	100,000	(335,000)	(77)		(100)	
01-2100-5213 TRANSFER TO RESERVE	50,300	50,234	79,300	29,000	58	79,300	-	
01-2100-6000 AMORTIZATION EXPENSE - TCA	63,900		80,900	17,000	27	80,900	-	
01-2100-6100 CHANGE IN INVESTMENT IN CAPITAL ASSETS	(63,900)		(80,900)	(17,000)	27	(80,900)	-	
Total 2100 Fire	461,700	732,301	507,100	45,400	10	523,100	3	
2110 1937 Chev Fire Truck								
01-2110-2410 FUEL/OPERATIONS	300	97	300	-	-	300	-	
Total 2110 1937 Chev Fire Truck	300	97	300	-	-	300	-	
2111 1990 Ford Pumper Truck								
01-2111-2410 FUEL/OPERATIONS	4,100	1,871		(4,100)	(100)			
Total 2111 1990 Ford Pumper Truck	4,100	1,871		(4,100)	(100)			
2112 1999 Pumper Rescue Truck								
01-2112-2410 FUEL/OPERATIONS	6,400	5,119	7,500	1,100	17	7,500	-	
Total 2112 1999 Pumper Rescue Truck	6,400	5,119	7,500	1,100	17	7,500	-	
2113 2002 Chev Rescue 1								
01-2113-2410 FUEL/OPERATIONS	2,500	3,098	5,200	2,700	108	3,000	(42)	
Total 2113 2002 Chev Rescue 1	2,500	3,098	5,200	2,700	108	3,000	(42)	
2115 2010 Ladder Truck								
01-2115-2410 FUEL/OPERATIONS	8,300	9,042	9,300	1,000	12	10,600	14	
Total 2115 2010 Ladder Truck	8,300	9,042	9,300	1,000	12	10,600	14	
2116 2000 Chev Pickup 1500 4X4								
01-2116-2410 FUEL/OPERATIONS	2,800	1,711	2,600	(200)	(7)		(100)	
Total 2116 2000 Chev Pickup 1500 4X4	2,800	1,711	2,600	(200)	(7)		(100)	

	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE
FIRE & EMERGENCY MEASURES	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	CHANGE
				\$	%		%
2117 2020 Engine Truck							
01-2117-2410 FUEL/OPERATIONS		213	5,900	5,900		6,000	2
Total 2117 2020 Engine Truck		213	5,900	5,900		6,000	2
2130 Emergency Measures							
01-2130-2233 GENERAL SUPPLIES & EQUIPMENT	3,000	2,022	3,000	-	-	3,000	-
01-2130-6000 AMORTIZATION EXPENSE - TCA	2,800		2,800	-	-	2,800	-
01-2130-6100 CHANGE IN INVESTMENT IN CAPITAL ASSETS	(2,800)		(2,800)	-	-	(2,800)	-
Total 2130 Emergency Measures	3,000	2,022	3,000	-	-	3,000	-
TOTAL FIRE & EMERGENCY MEASURES	489,100	755,474	540,900	51,800	11	553,500	2

Police Services



Staffing Complement Includes:

- 1 Chief of Police
- 1 Deputy Chief
- 1 Police Sergeant
- 11 Police Constables
- 4 Part time Casual Constables
- 2 Special Constables
- 1 Part time Casual Civilian Records
- 1 Auxiliary Constable
- 3 Part-time Casual Prisoner Guards

The Hanover Police Service is comprised of 14 full time sworn police officers. This includes the Chief, Deputy Chief, Sergeant, and 11 full time Police Constables. The Service also has 4 part-time casual sworn Police Constables, 1 full time and a part time Special Constable, 1 part time casual Civilian Records member, 1 Auxiliary Constable and 3 part time casual prisoner guards.

The Hanover Police Service provides 24/7 police service in accordance with the Police Services Act and Ministry standards to our community ensuring that our residents and visitors remain safe and secure.

Our Service has civilian oversight in the form of the Hanover Police Services Board that is heavily regulated under provincial law. Along with the Police Services Board, the Service has many other provincial oversight bodies at the provincial level. These include the Special Investigations Unit, Ontario Civilian Police Commission, Office of the Independent Police Review Director, Privacy Commissioner, Human Rights Tribunal and our own Ministry Rules and Regulations.

2019 Program Highlights

- Our Police Services Board continues working within an HPS Business Plan for the calendar years of 2017-2019. However, a new plan is currently in development with the community consults phase recently completed. The community survey completed in November 2019 revealed that 76 percent of our respondents believe it was important to maintain a stand-alone model of policing known as the Hanover Police Service. While 12 percent indicated, they would prefer to switch to the O.P.P. and the other 12 percent indicated they had no preference.
- In 2019, our calls for service remain steady and continue to increase as our community and our surrounding communities grow in population.
- In 2018, our Service responded to 4524 calls for service compared to 4512 calls for service as of November 17th 2019. At this pace, it's projected that we will conclude 2019 at approximately 10 percent increase in our call volume compared to 2018 numbers.
- With 2019 ending, it is likely going to finish as one of our busiest years in the history of the Hanover Police Service with call volume, arrested suspects and criminal and drug charges.
- In 2018, our Service processed the 2nd most criminal charges per officer out of all the 50 municipal Services in the Province of Ontario. HPS averaged 56.6 criminal charges per officer with the provincial average being 23.3 per officer and the national average being

29.7. It is anticipated that HPS will likely maintain or be close to that ranking provincially in 2019 when the final totals are calculated.

- Despite the volume of work, our Service remains one of the most cost effective per household out of all municipal police services in the Province of Ontario.
- Our social media account on Twitter has been a great success that provides our Service an opportunity to engage with many people, that has resulted in many successful investigations, warrant apprehensions and positive public interactions.
- Our Service has benefited from the recruitment of several new officers that have brought a renewed energy and a great team culture. Our Service has hired 2 experienced officers from the RCMP who served in Western Canada along with 4 recruit constables beginning in 2018 and into 2019.
- In 2019, our Association and our Board signed a 5 year contract that saw concessions by the membership involving entitlements related to Long Term Disability and WSIB. It should be noted that all Ontario police services are compensated within a range of \$6,000 of each other for salaries.
- In 2019, our Service complete the hiring of a 2nd Special Constable who provides operational and administrative support.
- The Special Constable positions has given our Service greater flexibility with our work. These positions have relieved some workload pressures from the Constable ranks while creating efficiencies and cost savings.
- In 2019, our Service partnered with the Town's Recreation Department to start a citizen based "Eyes and Ears Program" to assist with trail safety. The initiative also saw the creation of a bike patrol program with the Hanover Police Service that has trained 6 officers on bike patrol duties.
- In 2019, our Service completed SFST (Standard Field Sobriety Training) with all front line patrol officers. Each of our officers are currently trained in the detection of impairment related to drug impaired driving that will enhance our road safety.
- In 2019, our Service assisted with the creation of a joint Peer Support Program with the Owen Sound Police Service, West Grey Police Service and the Shelburne Police Service. This program was an enhancement to our previously implemented stand-alone model.
- In 2019, our Service and Board produced a 2020 budget resulting in an overall increase of 1.96 percent when combining operational, administrative, capital and board budgets. With this budget included, it represents an average overall increase of 1.79 percent per year over a 6-year period. (2015 – 2020)

Goals and Objectives for 2020

1. Continue to build our profile of the Hanover Police Service by increasing our community engagement with community members, community partners and stakeholders.
2. Continue to hold those accountable for their criminal conduct to ensure that our community remains safer and more secure by properly managing our criminal element while providing a meaningful deterrent to others in an effort to prevent crime.
3. Continue to build on our social media presence.
4. Build and strengthen community relationships with other police services, community safety partners, stakeholders and community members.
5. Enhance our Trail and Downtown Safety initiative that will see an increase in our visibility of officers on foot patrols in our Downtown core areas, in our parks or on our trails every dayshift and every nightshift during the calendar year.

6. Continued efforts to develop and train our members in all aspects of policing that include, criminal investigations, drug investigations, traffic related investigations, other provincial statutes investigations and other social disorder calls for service.
7. Increasing our partnership with Canadian Mental Health Association by exploring an opportunity to have their case workers embedded at our Station that will provide us support in dealing with our mental health populations on a daily basis.
8. Continue to meet our budgetary goals while building our future reserve accounts that will provide ongoing sustainability in a mostly unpredictable environment.

Program Changes for 2019

- Our Special Constables positions continue to evolve within our Service with a plan to hire a 3rd person to fill a permanent part time position. This third Special Constable will fill an operational role that provides frontline support and will realigned work that is currently completed by Constables. This includes evidence and property management, minor calls for service, prisoner transportation, foot patrols and press releases. This new position will also coordinate our enhanced social media and on-line presence. By hiring a 3rd Special Constable, it is anticipated our increasing workloads will be met by pushing work to those positions, while we keep our Constable positions performing duties consistent with their legal authorities and responsibilities.

LOOKING AHEAD

- Our 2020 our police budget (Administrative/Operations/Board and Capital) was held at a 1.96 percent increase over our 2019 budget.
- It is anticipated that our Service will realize another surplus in our current budget as 2019 draws to a close.
- Our internal loans from the Town have been completely repaid with interest that related to the severance of civilian staff during the downsizing of our Communications Centre in 2012.
- We are starting to see healthy reserve accounts that will assist in offsetting unpredictable expenses that arise from time to time beyond the control of the Service or the Board as well as future liabilities.
- The Hanover Police Service enjoys strong support from our community that we want to continue to build and strengthen.
- Our Service also enjoys a strong organizational reputation with our policing partners, our local Crown Attorney's office and other community safety partners.
- Our Service continues to evolve and find creative ways to complete our duties without increasing our Constable strength, keeping in mind our Service reduced officer strength when Chief David retired at the start of 2015.

POLICE SUMMARY

2020 INCREASE/DECREASE OVER 2019

(MUNICIPALITIES SHARE ONLY)

TOTAL

BUDGET	2019	2020	NET	INC./DEC.
POLICE SERVICES	\$2,801,800	\$2,856,800	\$55,000	1.96%
Police-Admin	\$570,300	\$642,100	\$71,800	12.59%
Police-Patrol	\$2,079,000	\$2,122,500	\$43,500	2.09%
Police Board	\$152,500	\$92,200	(\$60,300)	-39.54%
Amount Required from Town	\$2,801,800	\$2,856,800	\$55,000	1.96%

2020 INCREASE/DECREASE OVER 2019

(MUNICIPALITIES SHARE ONLY)

OPERATING

BUDGET	2019	2020	NET	INC./DEC.
POLICE SERVICES	\$2,756,800	\$2,811,800	\$55,000	2.00%
Police-Admin	\$570,300	\$642,100	\$71,800	12.59%
Police-Patrol	\$2,034,000	\$2,077,500	\$43,500	2.14%
Police Board	\$152,500	\$92,200	(\$60,300)	-39.54%
	\$2,756,800	\$2,811,800	\$55,000	2.00%

\$55,000

2020 INCREASE/DECREASE OVER 2019

(MUNICIPALITIES SHARE ONLY)

CAPITAL

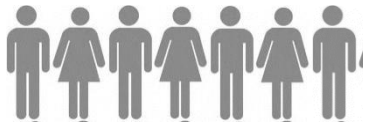
BUDGET	2019	2020	NET	INC./DEC.
POLICE SERVICES	\$45,000	\$45,000	\$0	0.00%
Police-Admin	\$0	\$0	\$0	0.00%
Police-Patrol	\$45,000	\$45,000	\$0	0.00%
Police Board	\$0	\$0	\$0	0.00%
TOTAL	\$45,000	\$45,000	\$0	0.00%

2020 BUDGET vs 2019 BUDGET

						PROJECTION	
	2019 Approved	2019 Actuals	2020 Proposed	BUDGET CHANGE \$	BUDGET CHANGE %	2021 Projection	CHANGE %
HANOVER POLICE SERVICES							
<u>2220 Police Services - Administration</u>							
51-2220-1110 REGULAR SALARIES	380,400	300,308	352,600	(27,800)	(7)	363,800	3
51-2220-1111 PART-TIME SALARIES	38,500	46,433	121,000	82,500	214	135,800	12
51-2220-1112 OVERTIME (TIME & HALF)	10,200	1,459	27,500	17,300	170	27,500	-
51-2220-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(2,253)					
51-2220-1510 EMPLOYEE BENEFITS	122,400	96,140	118,000	(4,400)	(4)	121,300	3
51-2220-1516 WSIB	10,500	8,147	12,700	2,200	21	13,200	4
51-2220-1519 EMPLOYEE ASSISTANCE PROGRAM	100	80	100	0	-	100	-
51-2220-3110 PROF.DEV./TRAINING/TRAVEL	6,000	2,257	8,000	2,000	33	8,000	-
51-2220-3425 CLOTHING ALLOWANCE	2,200		2,200		-	2,200	-
Total 2220 Police Services - Administration	570,300	452,571	642,100	71,800	13	671,900	5
<u>2230 Police Services - Patrol</u>							
51-2230-0518 DONATIONS		(6,700)					
51-2230-0521 ONTARIO CONDITIONAL GRANTS	(34,200)	(10,013)	(26,200)	8,000	(23)	(26,200)	-
51-2230-0522 ONTARIO GRANTS - RIDE	(9,000)	(8,810)	(9,000)		-	(9,000)	-
51-2230-0537 MISC.REV.REPORTS,C.R. CHECKS	(15,000)	(11,555)	(15,000)		-	(15,000)	-
51-2230-0549 PROBATION/PAROLE	(1,000)		(1,000)		-	(1,000)	-
51-2230-0934 TRANSFER FROM RESERVES	(30,000)	(7,115)	0	30,000	(100)	0	
51-2230-0935 TRANSFER FROM TOWN OF HANOVER	(2,801,800)	(2,801,800)	(2,856,800)	(55,000)	2	(2,968,200)	4
51-2230-1110 REGULAR SALARIES	1,111,200	826,177	1,136,700	25,500	2	1,217,900	7
51-2230-1111 PART-TIME SALARIES	78,000	81,895	86,900	8,900	11	86,200	(1)
51-2230-1112 OVERTIME (TIME & HALF)	80,000	38,310	80,000		-	80,000	-
51-2230-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(11,064)					
51-2230-1510 EMPLOYEE BENEFITS	398,200	316,293	400,100	1,900	0	420,200	5
51-2230-1516 WSIB	34,800	21,483	35,900	1,100	3	37,600	5
51-2230-1519 EMPLOYEE ASSISTANCE PROGRAM	300	352	300	0	-	300	-
51-2230-2130 GENERAL STATIONERY SUPPLIES	5,500	3,171	5,500	0	-	5,500	-
51-2230-2214 UNIFORMS & CLOTHING	15,000	20,806	17,000	2,000	13	17,000	-
51-2230-2247 HEALTH AND SAFETY	800		800		-	800	-
51-2230-2415 PATROL SUPPLIES	8,000	6,565	8,000	0	-	8,000	-
51-2230-2577 CIVILIAN PRINTS - RCMP COSTS	1,000	550	1,000	0	-	1,000	-
51-2230-3008 LICENCES/LEASES/AGREEMENTS	22,000	12,593	23,200	1,200	5	23,200	-
51-2230-3110 PROF.DEV./TRAINING/TRAVEL	15,000	18,790	22,000	7,000	47	22,000	-
51-2230-3126 PRISONER MEALS & EXPENSES	22,000	17,462	22,000	0	-	22,000	-
51-2230-3128 SUBSCRIPTIONS & MEMBERSHIPS	1,200		1,200		-	1,200	-
51-2230-3132 ACKNOWLEDGMENTS/PROMOTION	600	308	600		-	600	-
51-2230-3210 POSTAGE & COURIER	1,100	935	1,100		-	1,100	-
51-2230-3212 TELEPHONE & FAX	12,500	11,647	12,500		-	12,500	-
51-2230-3215 PRINTING & ADVERTISING	1,000	225	1,000	0	-	1,000	-
51-2230-3218 POLICE DISPATCHING SERVICE	95,200	75,936	97,500	2,300	2	100,300	3
51-2230-3219 CPIC/FOI REPORTS	10,000	4,523	10,000	0	-	10,000	-
51-2230-3307 INSURANCE CLAIM SETTLEMENTS	30,000	9,359	0	(30,000)	(100)	0	
51-2230-3325 COMPUTER SERVICES/SUPPLIES	11,500	11,482	12,000	500	4	12,300	3
51-2230-3410 BUILDINGS/GROUNDS/PROPERTY-MTCE/REP	33,500	9,309	11,500	(22,000)	(66)	11,500	-
51-2230-3413 GENERAL EQUIPMENT MTCE/REPAIRS	5,000	779	5,000		-	5,000	-
51-2230-3427 BIKE PATROL	2,500	6,185	3,500	1,000	40	3,500	-
51-2230-3428 CRIMINAL/DRUG INVESTIGATIONS	2,500	227	2,500	0	-	2,500	-
51-2230-3517 CLEANING/JANITORIAL CONTRACT	11,000	7,349	11,600	600	5	12,100	4
51-2230-3538 RADIO OPERATIONS	3,000	234	3,000		-	3,000	-
51-2230-3620 COURT OFFICER CONTRACT-SHARED	32,000	30,000	34,500	2,500	8	34,500	-
51-2230-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	0	56	0	0		0	
51-2230-3710 INSURANCE (GENERAL)	13,100	14,130	14,100	1,000	8	14,200	1
51-2230-3712 WATER/SEWAGE	600	495	600		-	600	-
51-2230-3713 GAS (HEATING)	3,000	1,392	3,000		-	3,000	-
51-2230-3716 HYDRO (GENERAL SERVICE) #1	8,000	5,547	8,000	0	-	8,000	-
51-2230-4110 BANK SERVICE CHARGES	100	117	100	0	-	100	-
51-2230-5210 TCA PURCHASES	45,000	1,495	45,000		-	40,000	(11)
51-2230-5213 TRANSFER TO RESERVE	4,000	4,000	4,000		-	9,000	125
51-2230-6000 AMORTIZATION EXPENSE - TCA	45,000		42,600	-2,400	(5)	42,600	-
51-2230-6100 CHANGE IN INVESTMENT IN CAPITAL ASSETS	(45,000)		(42,600)	2,400	(5)	(42,600)	-
Total 2230 Police Services - Patrol	(772,800)	(1,296,880)	(786,300)	(13,500)	2	(791,700)	1
2231 2014 Ford Interceptor (796) #14-01							
51-2231-2410 FUEL/OPERATIONS	14,000	6,124	14,500	500	4	14,600	1
Total 2231 2014 Ford Interceptor (796) #14-01	14,000	6,124	14,500	500	4	14,600	1

	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE
HANOVER POLICE SERVICES	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	CHANGE
				\$	%		%
2232 2018 Ford Explorer #18-01							
51-2232-2410 FUEL/OPERATIONS	13,000	8,756	13,500	500	4	13,600	1
Total 2232 2018 Ford Explorer #18-01	13,000	8,756	13,500	500	4	13,600	1
2234 2015 Chev Tahoe (191)							
51-2234-2410 FUEL/OPERATIONS	15,500	9,087	16,000	500	3	16,200	1
Total 2234 2015 Chev Tahoe (191)	15,500	9,087	16,000	500	3	16,200	1
2235 2014 Ford Interceptor (696) #14-02							
51-2235-2410 FUEL/OPERATIONS	7,500	7,344	8,000	500	7	8,100	1
Total 2235 2014 Ford Interceptor (696) #14-02	7,500	7,344	8,000	500	7	8,100	1
2240 Police Services Board							
51-2240-1120 PER DIEMS	1,000		1,000		-	1,000	-
51-2240-1122 STIPENDS-BOARDS,COMMISS,COMM.	15,500	10,056	15,500		-	15,500	-
51-2240-1510 EMPLOYEE BENEFITS	0	537		0			
51-2240-1516 WSIB		3,904					
51-2240-3110 PROF.DEV/TRAINING/TRAVEL	4,000	423	3,000	(1,000)	(25)	3,000	-
51-2240-3128 SUBSCRIPTIONS & MEMBERSHIPS	1,900	1,417	1,900		-	1,900	-
51-2240-3132 ACKNOWLEDGMENTS/PROMOTION	600	187	600	0	-	600	-
51-2240-3143 MEETING & OFFICE EXPENSE	9,000	1,202	2,500	(6,500)	(72)	2,500	-
51-2240-3310 AUDIT SERVICE	3,400	3,564	3,600	200	6	3,700	3
51-2240-3311 LEGAL SERVICE	100,000	22,767	55,000	(45,000)	(45)	30,000	(45)
51-2240-3316 CONSULTANT FEES	15,000	16,723	7,000	(8,000)	(53)	7,000	-
Total 2240 Police Services Board	150,400	60,780	90,100	(60,300)	(40)	65,200	(28)
2250 Police Services - Retirees							
51-2250-0579 BROCKTON SHARE 46.4%	(1,700)	(1,368)	(1,800)	(100)	6	(1,800)	-
51-2250-1510 EMPLOYEE BENEFITS	3,800	2,949	3,900	100	3	3,900	-
Total 2250 Police Services - Retirees	2,100	1,581	2,100	0	-	2,100	-
Total Hanover Police Services	-	(750,637)	-	-		-	

Public Works – Roads/Cemetery



Staffing Complement Includes:

- 1 Director of Public Works (40% Roads)
- 1 Public Works Foreman (50% Roads) (5% Cemetery)
- 1 Utility Clerk (12.5% Roads) (12.5% Cemetery)
- 4 Full-time Public Works Operators
- 2 Seasonal Equipment Operators
- 1 Seasonal Cemetery Caretaker
- 1 Part-time Seasonal Cemetery Caretaker
- 2 Student Public Works Labourers
- 1 Student Cemetery Labourer

The Public Works Department is responsible for roads/sidewalks, water distribution, sanitary collection and cemetery operations, including maintenance of the Town's storm sewers, municipal road system and parking lots, sidewalks, snow removal, street signs and street lighting.

2019 Program Highlights

- Maintained 45 km road system and 33 km of sidewalks with 1 grader, 1 loader, 1 backhoe, 2 snowplow/dump trucks, and 2 sidewalk machines.
- Completion of 7th Avenue (County Road No.10) from 12th to 16th street jointly with Grey County.
- Reconstruction of 4th Avenue south of 9th Street
- Replacement of granular base and repaving of 5th Street Close west of 15th Avenue.
- Replacement of Public Works pickup truck/roads patrol vehicle.
- Through contracted services, cleaned catch basins in easterly section of the municipality and sanitary sewers in areas of low flow and dead ends.
- Completed watermain flushing and hydrant maintenance as well as valve inspections.

Goals and Objectives for 2020

1. Reconstruction of 8th Street from 14th to 17th Avenue/7th Street from 7th to 9th Street to include curb, gutter and sidewalk.
2. Mill and repave 2nd Street from County Road No.10 to 14th Avenue.
3. Replacement of granular base and repave 14th Avenue from 2nd Street 'A' to 4th Street and removal of asphalt and repave 2nd Street 'A'/13th Avenue 'A'/3rd Street west of 14th Avenue.
4. Replace 2007 tandem plow truck.

Program Changes for 2020

- No Changes for 2020.

LOOKING AHEAD

- Extensions of municipal infrastructure will be required to develop lands for future Industrial/Business Park Development.
- Further expenditure in replacement of aging roads maintenance equipment.

ROADS SUMMARY

2020 INCREASE/DECREASE OVER 2019
(MUNICIPALITIES SHARE ONLY)

TOTAL

BUDGET	2019	2020	NET	INC./DEC.
ROADS	\$1,469,200	\$2,041,800	\$572,600	38.97%
Roadside Mtce	\$441,100	\$509,300	\$68,200	15.46%
Roads-Equip	(\$70,600)	(\$67,000)	\$3,600	-5.10%
Roads-Admin	\$839,600	\$1,434,500	\$594,900	58.47%
Roads-Workshop	\$70,700	\$76,100	\$5,400	7.64%
Roads-Streetlights/X Walks	\$121,800	\$110,400	(\$11,400)	-9.36%
Roads-Parking	\$66,600	\$82,500	\$15,900	23.87%
	\$1,469,200	\$2,145,800	\$676,600	46.05%

2020 INCREASE/DECREASE OVER 2019
(MUNICIPALITIES SHARE ONLY)

OPERATING

BUDGET	2019	2020	NET	INC./DEC.
ROADS	\$945,600	\$998,000	\$52,400	5.54%
Roadside Mtce	\$441,100	\$509,300	\$68,200	15.46%
Roads-Equip	(\$70,600)	(\$67,000)	\$3,600	-5.10%
Roads-Admin	\$316,000	\$286,700	(\$29,300)	-9.27%
Roads-Workshop	\$70,700	\$76,100	\$5,400	7.64%
Roads-Streetlights/X Walks	\$121,800	\$110,400	(\$11,400)	-9.36%
Roads-Parking	\$66,600	\$82,500	\$15,900	23.87%
	\$945,600	\$998,000	\$52,400	5.54%

2020 INCREASE/DECREASE OVER 2019
(MUNICIPALITIES SHARE ONLY)

CAPITAL

BUDGET	2019	2020	NET	INC./DEC.
ROADS	\$523,600	\$1,147,800	\$624,200	119.21%
Roadside Mtce	\$0	\$0	\$0	0.00%
Roads-Equip	\$0	\$0	\$0	0.00%
Roads-Admin	\$523,600	\$1,147,800	\$624,200	119.21%
Roads-Workshop	\$0	\$0	\$0	
Roads-Streetlights/X Walks	\$0	\$0	\$0	
Roads-Parking	\$0	\$0	\$0	
TOTAL	\$523,600	\$1,147,800	\$624,200	119.21%

	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE
PUBLIC WORKS - ROADS	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%
				\$	%		%
3106 Streetlights							
01-3106-0518 DONATIONS	(5,500)			5,500	(100)		
01-3106-0579 MISC REVENUE	(2,000)	(5,039)	(7,500)	(5,500)	275	(7,500)	-
01-3106-3432 TRANSFORMER STATION MAINTENANCE	11,000	488	11,000	-	-	11,000	-
01-3106-3535 STREET LIGHT REPAIRS/UPGRADES-GEN. SUPP/	9,000	3,394	9,000	-	-	9,000	-
01-3106-3716 HYDRO (GENERAL SERVICE) #1	90,000	83,830	90,000	-	-	90,000	-
Total 3106 Streetlights	102,500	82,673	102,500	-	-	102,500	-
3107 Crosswalks							
01-3107-1111 PART-TIME SALARIES	17,500	11,374	7,200	(10,300)	(59)	7,300	1
01-3107-1152 WAGE ACCRUAL (ANN.ADJ.AUDIT)		(183)					
01-3107-1510 EMPLOYEE BENEFITS	1,300	830	500	(800)	(62)	500	-
01-3107-1516 WSIB	500	317	200	(300)	(60)	200	-
Total 3107 Crosswalks	19,300	12,338	7,900	(11,400)	(59)	8,000	1
3108 Catchbasins/Storm Sewers							
01-3108-1110 REGULAR SALARIES	6,800	5,297	10,300	3,500	51	10,500	2
01-3108-1111 PART-TIME SALARIES	3,100		1,900	(1,200)	(39)	1,900	-
01-3108-1112 OVERTIME (TIME & HALF)		107	500	500		500	-
01-3108-1113 DOUBLE TIME		172					
01-3108-1152 WAGE ACCRUAL (ANN.ADJ.AUDIT)		(133)		-			
01-3108-1510 EMPLOYEE BENEFITS	2,200	1,266	3,200	1,000	45	3,300	3
01-3108-1516 WSIB	300		400	100	33	400	-
01-3108-2240 MATERIALS	4,000	2,773	4,000	-	-	4,000	-
01-3108-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	4,000	3,620	4,000	-	-	4,000	-
01-3108-3624 MACHINERY RENTAL-"OUTSIDE"	6,600	4,416	8,800	2,200	33	6,600	(25)
Total 3108 Catchbasins/Storm Sewers	27,000	17,518	33,100	6,100	23	31,200	(6)
3150 10th St/7th Ave Snow Removal (County - 50%)							
01-3150-0526 COUNTY OF GREY SUBSIDY - 50%	(16,700)	(7,842)	(19,800)	(3,100)	19	(20,800)	5
01-3150-1110 REGULAR SALARIES	5,900	1,968	9,700	3,800	64	9,900	2
01-3150-1111 PART-TIME SALARIES	500		500	-	-	500	-
01-3150-1112 OVERTIME (TIME & HALF)		2,609	2,700	2,700		2,800	4
01-3150-1510 EMPLOYEE BENEFITS	1,800	874	2,900	1,100	61	3,000	3
01-3150-1516 WSIB	200	144	400	200	100	400	-
01-3150-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	10,000	4,945	8,500	(1,500)	(15)	10,000	18
01-3150-3624 MACHINERY RENTAL-"OUTSIDE"	15,000	5,144	15,000	-	-	15,000	-
Total 3150 10th St/7th Ave Snow Removal (County - 50%)	16,700	7,842	19,900	3,200	19	20,800	5
3151 Traffic Lights & Markings (County Rd)							
01-3151-3716 HYDRO (GENERAL SERVICE) #1	11,000	37,290	8,000	(3,000)	(27)	11,000	38
Total 3151 Traffic Lights & Markings (County Rd)	11,000	37,290	8,000	(3,000)	(27)	11,000	38
3152 10th Street Sweep/Mtnce (County 100%)							
01-3152-0525 COUNTY OF GREY SUBSIDY-100%	(4,100)	(3,342)	(4,900)	(800)	20	(4,900)	-
01-3152-1110 REGULAR SALARIES	1,600	965	1,700	100	6	1,700	-
01-3152-1112 OVERTIME (TIME & HALF)		556	600	600		600	-
01-3152-1510 EMPLOYEE BENEFITS	500	449	500	-	-	500	-
01-3152-1516 WSIB		46	100			100	-
01-3152-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	2,000	1,422	2,000	-	-	2,000	-
Total 3152 10th Street Sweep/Mtnce (County 100%)		96		-			

	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE
PUBLIC WORKS - ROADS	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%
				\$	%		%
3153 7th Avenue (County 100%)							
01-3153-0525 COUNTY OF GREY SUBSIDY-100%	(2,200)	(860)	(3,400)	(1,200)	55	(3,400)	-
01-3153-1110 REGULAR SALARIES	900	360	1,700	800	89	1,700	-
01-3153-1112 OVERTIME (TIME & HALF)		140	200	200		200	-
01-3153-1510 EMPLOYEE BENEFITS	300	127	500	200	67	500	-
01-3153-1516 WSIB		12					
01-3153-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	1,000	456	1,000	-	-	1,000	-
Total 3153 7th Avenue (County 100%)		235		-			
3200 Town Equipment Use							
01-3200-0953 TOWN EQUIPMENT RENTAL RECOVERY	(132,700)	(153,259)	(138,700)	(6,000)	5	(140,600)	1
Total 3200 Town Equipment Use	(132,700)	(153,259)	(138,700)	(6,000)	5	(140,600)	1
3202 2007 Stirling Tandem Plow Truck							
01-3202-2410 FUEL/OPERATIONS	12,000	23,870	21,500	9,500	79	9,700	(55)
Total 3202 2007 Stirling Tandem Plow Truck	12,000	23,870	21,500	9,500	79	9,700	(55)
3203 2015 Chev 3500 (Truck #3)							
01-3203-2410 FUEL/OPERATIONS	7,300	3,935	5,400	(1,900)	(26)	5,500	2
Total 3203 2015 Chev 3500 (Truck #3)	7,300	3,935	5,400	(1,900)	(26)	5,500	2
3207 2018 Western Star (Truck #7)							
01-3207-2410 FUEL/OPERATIONS	6,000	8,365	9,200	3,200	53	9,400	2
Total 3207 2018 Western Star (Truck #7)	6,000	8,365	9,200	3,200	53	9,400	2
3209 2003 John Deere 770 Grader							
01-3209-2410 FUEL/OPERATIONS	5,000	2,681	5,100	100	2	5,200	2
Total 3209 2003 John Deere 770 Grader	5,000	2,681	5,100	100	2	5,200	2
3211 1991 Caterpillar Loader							
01-3211-2410 OPERATIONS	4,800	5,494	5,200	400	8	5,300	2
01-3211-2411 FUEL (DISTRIBUTED)	8,000	3,037	5,000	(3,000)	(38)	5,100	2
Total 3211 1991 Caterpillar Loader	12,800	8,531	10,200	(2,600)	(20)	10,400	2
3212 2018 MV4 Sidewalk Tractor							
01-3212-2410 FUEL/OPERATIONS	1,000	4,240	3,900	2,900	290	4,000	3
Total 3212 2018 MV4 Sidewalk Tractor	1,000	4,240	3,900	2,900	290	4,000	3
3213 Roads Equipment-Sweeper							
01-3213-2410 FUEL/OPERATIONS	4,000	5,548	4,500	500	13	4,600	2
Total 3213 Roads Equipment-Sweeper	4,000	5,548	4,500	500	13	4,600	2
3214 2001 Trackless Tractor							
01-3214-2410 FUEL/OPERATIONS	5,000	4,677	1,000	(4,000)	(80)	1,000	-
Total 3214 2001 Trackless Tractor	5,000	4,677	1,000	(4,000)	(80)	1,000	-
3215 2007 MT6 Trackless							
01-3215-2410 FUEL/OPERATIONS	5,000	8,657	6,500	1,500	30	6,600	2
Total 3215 2007 MT6 Trackless	5,000	8,657	6,500	1,500	30	6,600	2
3216 2017 Loader Backhoe							
01-3216-2410 FUEL/OPERATIONS	4,000	9,895	4,400	400	10	4,500	2
Total 3216 2017 Loader Backhoe	4,000	9,895	4,400	400	10	4,500	2
3225 Flower Planters - Public Works Inv - 100% DIA							
01-3225-0952 EQUIP.RENTAL FEES(INVOICING)	(10,800)	(8,321)	(10,800)	-	-	(10,900)	1
01-3225-1110 REGULAR SALARIES		629		-			
01-3225-1111 PART-TIME SALARIES	7,000	3,070	7,000	-	-	7,100	1
01-3225-1112 OVERTIME (TIME & HALF)		44		-			
01-3225-1510 EMPLOYEE BENEFITS	600	515	600	-	-	600	-
01-3225-1516 WSIB	200	122	200	-	-	200	-
01-3225-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	3,000	4,062	3,000	-	-	3,000	-
Total 3225 Flower Planters - Public Works Inv - 100% DIA		121		-			

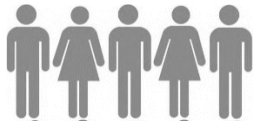
	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE
PUBLIC WORKS - ROADS	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%
				\$	%		%
3300 Road Construction Projects							
01-3300-0521 ONTARIO CONDITIONAL GRANT	(151,100)	(193,550)	(232,200)	(81,100)	54		(100)
01-3300-0593 SOLAR ENERGY	(5,500)	(4,772)	(5,500)	-	-	(5,500)	-
01-3300-0873 DEVELOPER'S CONTRIBUTION	(136,600)			136,600	(100)		
01-3300-0932 GAS TAX	(413,700)		(380,000)	33,700	(8)		(100)
01-3300-0934 TRANSFER FROM RESERVES	(235,300)	(129,651)		235,300	(100)		
01-3300-0999 PROCEEDS ON TCA DISPOSALS	(2,500)		(15,000)	(12,500)	500		(100)
01-3300-5210 TCA PURCHASES	1,461,700	1,915,727	1,775,000	313,300	21	970,000	(41)
01-3300-5213 TRANSFER TO RESERVE	75,000	75,000	75,000	-	-	75,000	-
01-3300-6000 AMORTIZATION EXPENSE - TCA	487,600		589,900	102,300	21	589,900	-
01-3300-6100 CHANGE IN INVESTMENT IN CAPITAL ASSETS	(487,600)		(589,900)	(102,300)	21	(589,900)	-
Total 3300 Road Construction Projects	592,000	1,662,754	1,217,300	625,300	106	1,039,500	(7)
3400 Roads - General Administration							
01-3400-0579 MISC FEES/CHARGES		(3,421)		-			
01-3400-0934 TRANSFER FROM RESERVES		(1,900)		-			
01-3400-1110 REGULAR SALARIES	120,300	117,004	125,200	4,900	4	127,700	2
01-3400-1111 PART-TIME SALARIES		2,221		-			
01-3400-1112 OVERTIME (TIME & HALF)	35,000	630	800	(34,200)	(98)	800	-
01-3400-1113 OVERTIME (DOUBLE)		140		-			
01-3400-1125 MEAL ALLOWANCES (UNION)	2,800	2,576	2,800	-	-	2,800	-
01-3400-1127 PAGER PAY	9,400	8,280	9,400	-	-	9,400	-
01-3400-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(5,990)		-			
01-3400-1510 EMPLOYEE BENEFITS	35,100	33,754	32,700	(2,400)	(7)	33,400	2
01-3400-1516 WSIB	5,000	13,792	4,100	(900)	(18)	4,200	2
01-3400-1519 EMPLOYEE ASSISTANCE PROGRAM		133		-			
01-3400-2214 UNIFORMS & CLOTHING	2,000	1,605	2,000	-	-	2,100	5
01-3400-2410 FUEL/OPERATIONS	5,500	2,849	6,000	500	9	6,000	-
01-3400-2423 RADIO LICENCE	1,100	1,275	1,100	-	-	1,100	-
01-3400-3110 PROF.DEV./TRAINING/TRAVEL	5,500	6,690	7,600	2,100	38	6,100	(20)
01-3400-3128 SUBSCRIPTIONS & MEMBERSHIPS	1,500	1,811	1,500	-	-	1,500	-
01-3400-3215 PRINTING AND ADVERTISING	1,700	253	1,200	(500)	(29)	1,200	-
01-3400-3307 INSURANCE CLAIM SETTLEMENTS		1,900		-			
01-3400-3310 AUDIT SERVICE	6,800	5,909	6,900	100	1	7,000	1
01-3400-3315 ENGINEERING	2,000	773	2,000	-	-	2,000	-
01-3400-3316 CONSULTANTS FEES		178					
01-3400-3325 COMPUTER SUPPLIES & SERVICE	1,500	341	1,500	-	-	1,500	-
01-3400-3721 CURLING CLUB LEASE	2,800	2,800	2,800	-	-	2,800	-
01-3400-5213 TRANSFER TO RESERVE	9,600	4,034	9,600	-	-	4,100	(57)
Total 3400 Roads - General Administration	247,600	197,637	217,200	(30,400)	(12)	213,700	(2)

	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE
PUBLIC WORKS - ROADS	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%
				\$	%		%
3500 Roads - Workshop							
01-3500-1110 REGULAR SALARIES	7,400	9,273	7,000	(400)	(5)	7,100	1
01-3500-1112 OVERTIME (TIME & HALF)		71		-			
01-3500-1152 WAGE ACCRUAL (ANN.ADJ.AUDIT)		(303)		-			
01-3500-1510 EMPLOYEE BENEFITS	2,200	2,302	2,000	(200)	(9)	2,000	-
01-3500-1516 WSIB	200		200	-	-	200	-
01-3500-3212 TELEPHONE	300	224	300	-	-	300	-
01-3500-3410 PROPERTY MAINTENANCE/PURCHASES	10,000	13,401	5,500	(4,500)	(45)	5,600	2
01-3500-3710 INSURANCE (GENERAL)	46,100	49,866	57,000	10,900	24	58,700	3
01-3500-3712 WATER/SEWAGE	300	304	300	-	-	300	-
01-3500-3713 GAS (HEATING)	1,300	680	1,300	-	-	1,300	-
01-3500-3716 HYDRO (GENERAL SERVICE) #1	2,900	1,634	2,500	(400)	(14)	2,600	4
01-3500-5213 TRANSFER TO RESERVES		67		-			
Total 3500 Roads - Workshop	70,700	77,519	76,100	5,400	8	78,100	3
3700 Parking - Winter Maintenance							
01-3700-0956 MISCELLANEOUS "RECOVERIES"	(1,200)		(1,200)	-	-	(1,200)	-
01-3700-1110 REGULAR SALARIES	5,300	1,522	14,900	9,600	181	15,200	2
01-3700-1112 OVERTIME (TIME & HALF)		945	1,200	1,200		1,200	-
01-3700-1113 OVERTIME (DOUBLE)		119		-			
01-3700-1510 EMPLOYEE BENEFITS	1,600	607	4,200	2,600	163	4,300	2
01-3700-1516 WSIB	200		500	300	150	500	-
01-3700-2240 MATERIALS	7,200	6,683	8,100	900	13	8,300	2
01-3700-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	3,500	2,635	3,500	-	-	3,500	-
01-3700-3624 MACHINERY RENTAL-"OUTSIDE"	6,000	1,587	6,000	-	-	6,000	-
Total 3700 Parking - Winter Maintenance	22,600	14,098	37,200	14,600	65	37,800	2
3701 Parking Bylaw Enforcement/Summer Mtc.							
01-3701-0846 PARKING VIOLATIONS	(4,000)	(2,480)	(4,000)	-	-	(4,000)	-
01-3701-1110 REGULAR SALARIES	25,300	22,407	26,400	1,100	4	26,900	2
01-3701-1152 WAGE ACCRUAL (ANN.ADJ.AUDIT)		(113)		-			
01-3701-1510 EMPLOYEE BENEFITS	8,200	7,328	8,400	200	2	8,600	2
01-3701-1516 WSIB	800		800	-	-	800	-
01-3701-2240 MATERIALS		165					
01-3701-2410 FUEL/OPERATIONS	3,000	2,071	3,000	-	-	3,000	-
01-3701-3525 PARKING BYLAW PROSECUTION	500	669	500	-	-	500	-
01-3701-3533 STREET PAINTING CONTRACT	1,500	1,382	1,500	-	-	1,500	-
01-3701-3726 TAXES - P.I.L.	6,200	5,794	6,200	-	-	6,200	-
01-3701-5213 TRANSFER TO RESERVES	2,500	2,500	2,500	-	-	2,500	-
Total 3701 Parking Bylaw Enforcement/Summer Mtc.	44,000	39,723	45,300	1,300	3	46,000	2
Total Public Works - Roads	1,469,200	2,445,792	2,145,800	676,600	46	1,961,300	(9)

2020 BUDGET vs 2019 BUDGET

							PROJECTION	
	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE	
	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%	
CEMETERY				\$	%		%	
5200 Hanover Cemetery								
01-5200-0579 FEES/MISC. CHARGES	(2,300)	(3,299)	(2,400)	(100)	4	(2,400)	-	
01-5200-0647 GRAVE OPENINGS-CURRENT	(35,000)	(28,545)	(36,000)	-1,000	3	(36,700)	2	
01-5200-0648 GRAVE OPENINGS- PREPAID	(10,000)		(10,000)		0	(10,000)	-	
01-5200-0649 STORAGE VAULT CHARGES	(1,000)	(380)	(1,000)		0	(1,000)	-	
01-5200-0666 CEMETERY PLOTS	(9,200)	(6,864)	(9,400)	(200)	2	(9,400)	-	
01-5200-0668 COLUMBARIUM-NICHE SALE	(15,300)	(14,161)	(15,600)	(300)	2	(15,900)	2	
01-5200-0934 TRANSFER FROM RESERVES	(500)		(500)		0	(500)	-	
01-5200-0935 TRANSFER FROM TRUST FUND	(1,000)	(1,945)	(1,700)	-700	70	(1,700)	-	
01-5200-0999 PROCEEDS ON TCA DISPOSALS						(6,000)		
01-5200-1110 REGULAR SALARIES	23,500	24,775	15,200	(8,300)	(35)	15,500	2	
01-5200-1111 PART-TIME SALARIES	39,300	50,960	53,700	14,400	37	54,800	2	
01-5200-1112 OVERTIME (TIME & HALF)	1,300	1,816	2,000	700	54	2,000	-	
01-5200-1113 OVERTIME (DOUBLE)		557						
01-5200-1122 STIPENDS-BOARDS,COMMISS,COMM.				0				
01-5200-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(930)						
01-5200-1510 EMPLOYEE BENEFITS	9,100	10,428	7,800	(1,300)	(14)	8,000	3	
01-5200-1516 WSIB	2,000	1,308	2,200	200	10	2,200	-	
01-5200-2214 UNIFORMS & CLOTHING	500	553	500		0	500	-	
01-5200-2223 MACHINERY GAS,OIL,REPAIRS	5,500	7,717	5,600	100	2	5,600	-	
01-5200-2427 LICENSE (BASED ON BURIALS)	1,000	915	1,000	0	0	1,000	-	
01-5200-3110 PROF.DEV/TRAINING/TRAVEL/MEMBERSHIPS	1,700	1,051	900	(800)	(47)	900	-	
01-5200-3212 TELEPHONE	100	51	100	0	0	100	-	
01-5200-3325 COMPUTER SERVICES/SUPPLIES	200	163	200		0	200	-	
01-5200-3408 NICHE ENGRAVING	1,800	1,645	1,900	100	6	1,900	-	
01-5200-3409 MARKER/MONUMENT MAINTENANCE	13,500	9,534	9,000	(4,500)	(33)	9,200	2	
01-5200-3410 PROPERTY MAINTENANCE/PURCHASES	6,500	22,297	7,000	500	8	7,000	-	
01-5200-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	10,000	15,804	10,000	0	0	10,000	-	
01-5200-3710 INSURANCE (GENERAL)	900	931	1,100	200	22	1,100	-	
01-5200-3716 HYDRO (GENERAL SERVICE) #1	1,500	1,289	1,500	0	0	1,500	-	
01-5200-3830 REPURCHASE/PRE-NEED REFUND	2,000	1,470	1,500	-500	(25)	1,500	-	
01-5200-5210 TCA PURCHASES			25,000	25,000		32,000	28	
01-5200-5213 TRANSFER TO RESERVE	11,600	11,000	11,600		0	11,600	-	
01-5200-6000 AMORTIZATION EXPENSE - TCA			10,400	10,400		10,400	-	
01-5200-6100 CHANGE IN INVESTMENT IN CAPITAL ASSETS			(10,400)	(10,400)		(10,400)	-	
Total 5200 Hanover Cemetery	57,700	108,140	81,200	23,500	41	83,000	2	

Public Works – Water/Wastewater



Staffing Complement Includes:

- 1 Director of Public Works (30% Water) (30% Wastewater)
- 1 Public Works Foreman (20% water) (20% Wastewater)
- 1 Utility Clerk (30% water) (30% Wastewater)
- 1 Chief Operator – Water/Wastewater
- 3 Full-Time Operators – Water/Wastewater

The Public Works Department is responsible for delivering clean, reliable and safe water to residences and businesses in the Town as well as properties in Brockton north of the Saugeen River on the west side of 7th Avenue. The wastewater treatment plant is located at 718 7th Avenue and provides wastewater treatment to the same service area as the water system with effluent discharge to the Saugeen River.

2019 Program Highlights

- Ainley & Associates have completed the design for the dechlorination system as well as installation of a scum removal system and clarifier replacement at the older east plant to improve efficiencies in plant disinfection. We currently have Ministry of Environment Conservation and Parks (MECP) approval and will be tendering as soon as possible to be in compliance with Federal Wastewater Systems Regulations by January 1st, 2021.
- Inspection and exterior cleaning of 14th Street water tower.
- Replacement of Water/wastewater Treatment pickup truck which is being transferred to Public Works for use mainly by summer students.

Goals and Objectives for 2020

1. Construction of dechlorination system as well as scum removal system and clarifier replacement at the older east plant.
2. Sanitary sewer system inflow and infiltration study to identify problem areas and provide recommendations and prioritized corrective action plan. By identifying future repairs to reduce flows this will increase Wastewater Treatment Plant capacity and provide more efficient plant operations

Program Changes for 2020

- 1.97% increase in water/wastewater rates allowing the municipality to substantially achieve our current and anticipated capital requirements over the next 3 years. This will generate an additional \$86,100 water and \$57,300 sewer revenue.

LOOKING AHEAD

- The 7th Avenue Water Tower will require replacement in the next 3-5 years at an estimated cost of \$4.0 million.
- From the Wastewater Treatment Plant optimization study completed in 2017, plant upgrades to increase plant performance as well as reduce energy costs will be further evaluated. The cost for future plant upgrades that have been identified are estimated at \$2.0 million.

2020 BUDGET @ November 26, 2019
USER CHARGES (NO TAX LEVY REQUIRED)
2019 AND 2020 OPERATING AND CAPITAL ANALYSIS

GROSS EXPENDITURES	2019	2019	2019	2020	2020	2020
DEPARTMENT	OPERATING BUDGET	CAPITAL BUDGET	TOTAL BUDGET	OPERATING BUDGET	CAPITAL BUDGET	TOTAL BUDGET
WATERWORKS						
Waterworks Administration	243,000		243,000	251,500		251,500
Pumping Stations	89,000	-	89,000	100,000	-	100,000
Waterworks Distribution	587,200	191,300	778,500	299,900	832,000	1,131,900
Waterworks Metering	49,700	-	49,700	40,800	-	40,800
Water Treatment Plant	515,000	15,000	530,000	685,100	-	685,100
Sub-Total	1,483,900	206,300	1,690,200	1,377,300	832,000	2,209,300
SEWAGE						
Sewage Plant Administration	226,600	-	226,600	234,600	-	234,600
Sewage Plant Operations	754,800	75,000	829,800	717,500	1,575,000	717,500
Sanitary Sewers	590,000	184,000	774,000	584,600	351,000	935,600
Sub-Total	1,571,400	259,000	1,830,400	1,536,700	1,926,000	3,462,700
TOTAL EXPENDITURES	3,055,300	465,300	3,520,600	2,914,000	2,758,000	5,672,000

GROSS REVENUES	2019	2019	2019	2020	2020	2020
DEPARTMENT	OPERATING BUDGET	CAPITAL BUDGET	TOTAL BUDGET	OPERATING BUDGET	CAPITAL BUDGET	TOTAL BUDGET
WATERWORKS						
Previous Year (Surplus) Deficit	-	-	-	-	-	-
Waterworks - Non-User Fees	(20,000)	-	(20,000)	(20,000)	-	(20,000)
Waterworks - User Fees	(1,479,900)	(190,300)	(1,670,200)	(1,357,300)	(399,000)	(1,756,300)
Sub-Total	(1,499,900)	(190,300)	(1,690,200)	(1,377,300)	(399,000)	(1,776,300)
SEWAGE						
Previous Year (Surplus) Deficit	-	-	-	-	-	-
Sewage - Non-User Fees	-	-	-	-	-1,575,000	(1,575,000)
Sewage - User Fees	(1,572,400)	(258,000)	(1,830,400)	(1,536,700)	(351,000)	(1,887,700)
Sub-Total	(1,572,400)	(258,000)	(1,830,400)	(1,536,700)	(1,926,000)	(3,462,700)
TOTAL REVENUES	(3,072,300)	(448,300)	(3,520,600)	(2,914,000)	(2,758,000)	(5,672,000)

2020 BUDGET vs 2019 BUDGET

						PROJECTION	
	2019 Approved	2019 Actuals	2020 Proposed	BUDGET CHANGE \$	BUDGET CHANGE %	2021 Projection	CHANGE %
USER FEES - Water							
4300 Waterworks Revenue							
01-4300-0161 WATER REVENUE	(1,611,200)	(1,344,110)	(1,696,700)	(85,500)	5	(1,713,700)	(1)
01-4300-0579 MISC FEES/CHARGES	(10,000)	(5,281)	(10,000)	-	-	(10,000)	-
01-4300-0645 WATER SPRINKLER CHARGES	(32,000)	(30,275)	(33,000)	(1,000)	3	(34,000)	(3)
01-4300-0653 WATER CONNECT/DISCONNECT FEE	(5,000)	(4,475)	(5,000)	-	-	(5,000)	-
01-4300-0667 SALE OF WATER METERS	(10,000)	(7,324)	(10,000)	-	-	(10,000)	-
01-4300-0991 BULK WATER SALES	(2,000)	(1,032)	(1,600)	400	(20)	(1,600)	-
Total 4300 Waterworks Revenue	(1,670,200)	(1,392,497)	(1,756,300)	(86,100)	5	(1,774,300)	(1)
4310 Waterworks Pumping Stations							
01-4310-3432 WATERWORKS STATION MTCE/REPAIRS	200		200	-	-	200	-
01-4310-3716 HYDRO (GENERAL SERVICE) #1	2,500	644	1,500	(1,000)	(40)	1,500	-
01-4310-3726 TAXES - P.I.L	2,600	2,401	2,600	-	-	2,600	-
Total 4310 Waterworks Pumping Stations	5,300	3,045	4,300	(1,000)	(19)	4,300	-
4320 Pumping Station Ruhl Lake							
01-4320-3432 WATERWORKS STATION MTCE/REPAIR	1,500	1,536	1,500	-	-	1,500	-
01-4320-3716 HYDRO (GENERAL SERVICE) #1	26,000	17,082	21,000	(5,000)	(19)	22,000	(5)
01-4320-3719 TAXES-BROCKTON (BRANT)	700	802	800	100	14	800	-
Total 4320 Pumping Station Ruhl Lake	28,200	19,420	23,300	(4,900)	(17)	24,300	(4)
4340 Deep Well #1 & 2							
01-4340-3432 WATERWORKS STATION MTCE/REPAIR	1,500	1,086	41,500	40,000	2,667	1,500	96
01-4340-3716 HYDRO (GENERAL SERVICE) #1	30,000	18,809	25,000	(5,000)	(17)	26,000	(4)
01-4340-3719 TAXES-BROCKTON (BRANT)	1,100	969	1,100	-	-	1,100	-
Total 4340 Deep Well #1 & 2	32,600	20,864	67,600	35,000	107	28,600	58
4350 Water Towers							
01-4350-0579 MISC FEES/CHARGES		(1,092)					
01-4350-1110 REGULAR SALARIES				-			
01-4350-1510 EMPLOYEE BENEFITS				-			
01-4350-3432 WATERWORKS STATION MTCE/REPAIR	19,100	6,971	1,000	(18,100)	(95)	1,000	-
01-4350-3716 HYDRO (GENERAL SERVICE) #1	3,600	2,789	3,600	-	-	3,700	(3)
01-4350-3726 TAXES - P.I.L	200	109	200	-	-	200	-
Total 4350 Water Towers	22,900	8,777	4,800	(18,100)	(79)	4,900	(2)
4370 2015 Chev Half Ton Truck							
01-4370-2410 FUEL/OPERATIONS	5,000	3,067	5,100	100	2	5,200	(2)
Total 4370 2015 Chev Half Ton Truck	5,000	3,067	5,100	100	2	5,200	(2)
4380 2013 GMC SIERRA K3500 (Truck 10)							
01-4380-0953 TOWN EQUIPMENT RENTAL RECOVERY	(20,000)	(15,604)	(20,000)	-	-	(20,000)	-
01-4380-2410 FUEL/OPERATIONS	5,500	5,122	5,600	100	2	5,600	-
Total 4380 2013 GMC SIERRA K3500 (Truck 10)	(14,500)	(10,482)	(14,400)	100	(1)	(14,400)	-
4400 Waterworks Distribution							
01-4400-0873 DEVELOPER'S CONTRIBUTION			(433,000)	(433,000)			100
01-4400-0936 TRANSFER FROM RESERVE FUND				-			
01-4400-1110 REGULAR SALARIES	47,000	40,799	34,700	(12,300)	(26)	35,400	(2)
01-4400-1111 PART-TIME SALARIES	3,300		2,000	(1,300)	(39)	2,000	-
01-4400-1112 OVERTIME (TIME & HALF)		2,835	3,800	3,800		3,900	(3)
01-4400-1113 OVERTIME (DOUBLE)		954		-			
01-4400-1152 WAGE ACCRUAL (ANN.ADJ.AUDIT)		(748)		-			
01-4400-1510 EMPLOYEE BENEFITS	14,300	11,660	10,200	(4,100)	(29)	10,400	(2)
01-4400-1516 WSIB	1,600		1,300	(300)	(19)	1,300	-
01-4400-2214 UNIFORMS & CLOTHING	1,000	1,850	1,000	-	-	1,000	-
01-4400-2220 TOOLS & SMALL EQUIPMENT	800	1,113	900	100	13	900	-
01-4400-2240 MATERIALS	22,000	15,214	22,400	400	2	23,000	(3)
01-4400-3110 PROF.DEV./TRAINING/TRAVEL	4,800	3,070	4,900	100	2	5,000	(2)
01-4400-3212 TELEPHONE	400	259	400	-	-	400	-
01-4400-3428 FIRE HYDRANT MTCE/REPAIRS	2,800	1,278	2,900	100	4	3,000	(3)
01-4400-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	19,500	17,309	19,500	-	-	19,500	-
01-4400-3624 MACHINERY RENTAL-"OUTSIDE"	7,000	19,500	10,000	3,000	43	10,200	(2)
01-4400-3712 WATER/SEWAGE	400	304	400	-	-	400	-
01-4400-3713 GAS (HEATING)	1,300	680	1,100	(200)	(15)	1,100	-
01-4400-3716 HYDRO (GENERAL SERVICE) #1	2,600	1,634	2,400	(200)	(8)	2,500	(4)
01-4400-5210 TCA PURCHASES	176,300	3,000	832,000	655,700	372	502,000	40
01-4400-5212 TRANSFER TO RESERVE FUND	462,900		171,300	(291,600)	(63)	173,400	(1)
01-4400-5213 TRANSFER TO RESERVES				-			
Total 4400 Waterworks Distribution	768,000	120,711	688,200	(79,800)	(10)	795,400	(16)

	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE
USER FEES - Water	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	CHANGE
				\$	%		%
4410 Waterworks Administration							
01-4410-1110 REGULAR SALARIES	112,100	98,241	117,300	5,200	5	119,600	(2)
01-4410-1127 PAGER PAY	3,100	2,760	3,100	-	-	3,100	-
01-4410-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(471)		-			
01-4410-1510 EMPLOYEE BENEFITS	29,500	25,502	31,000	1,500	5	31,600	(2)
01-4410-1516 WSIB	3,300		3,400	100	3	3,500	(3)
01-4410-2130 OFFICE & STATIONERY SUPPLIES	4,500	5,028	4,600	100	2	4,700	(2)
01-4410-2410 FUEL/OPERATIONS	1,300	950	1,100	(200)	(15)	1,100	-
01-4410-3210 POSTAGE & FAX	6,300	5,968	6,400	100	2	6,500	(2)
01-4410-3310 AUDIT SERVICE	7,400	7,563	7,700	300	4	7,900	(3)
01-4410-3316 CONSULTANTS FEES	19,000	24,097	19,400	400	2	19,800	(2)
01-4410-3325 COMPUTER SERVICES/SUPPLIES	500	370	500	-	-	500	-
01-4410-4126 ADMINISTRATION FEE (INTERNAL)	47,000	47,800	48,000	1,000	2	49,000	(2)
01-4410-5213 TRANSFER TO RESERVE	9,000	9,067	9,000	-	-	9,000	-
Total 4410 Waterworks Administration	243,000	226,875	251,500	8,500	3	256,300	(2)
4420 Water Meters							
01-4420-1110 REGULAR SALARIES	29,800	4,027	19,800	(10,000)	(34)	20,200	(2)
01-4420-1112 OVERTIME (TIME & HALF)		65					
01-4420-1113 OVERTIME (DOUBLE)				-			
01-4420-1152 WAGE ACCRUAL(ANN.ADJ.AUDIT)				-			
01-4420-1510 EMPLOYEE BENEFITS	7,100	908	5,600	(1,500)	(21)	5,700	(2)
01-4420-1516 WSIB	300	62	200	(100)	(33)	200	-
01-4420-2214 UNIFORMS & CLOTHING	500	31	200	(300)	(60)	200	-
01-4420-2322 WATER METERS	12,000	5,561	15,000	3,000	25	12,200	19
Total 4420 Water Meters	49,700	10,654	40,800	(8,900)	(18)	38,500	6
4430 Water Treatment Plant							
01-4430-0999 PROCEEDS ON TCA DISPOSALS	(1,000)			1,000	(100)		
01-4430-1110 REGULAR SALARIES	67,100	67,173	117,800	50,700	76	120,200	(2)
01-4430-1111 PART-TIME SALARIES	200	467	200	-	-	200	-
01-4430-1112 OVERTIME (TIME & HALF)		2,008	4,200	4,200		4,300	(2)
01-4430-1113 OVERTIME (DOUBLE)		1,168		-			
01-4430-1125 MEAL ALLOWANCES (UNION)				-			
01-4430-1127 PAGER PAY	4,200		4,200	-	-	4,200	-
01-4430-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(2,238)		-			
01-4430-1510 EMPLOYEE BENEFITS	17,200	21,939	37,000	19,800	115	37,700	(2)
01-4430-1516 WSIB	800	770	1,400	600	75	1,400	-
01-4430-1519 EMPLOYEE ASSISTANCE PROGRAM		27		-			
01-4430-2214 UNIFORMS & CLOTHING	1,100	988	1,100	-	-	1,100	-
01-4430-2221 LAB SUPPLIES	2,300	3,545	2,300	-	-	2,300	-
01-4430-2233 GENERAL SUPPLIES & EQUIPMENT	15,000	5,887	15,000	-	-	15,300	(2)
01-4430-2510 CHLORINE & CHEMICALS	48,000	47,298	49,000	1,000	2	50,000	(2)
01-4430-2511 OTHER CHEMICALS (ALUMINUM SULPHATE PR	8,400	11,162	11,300	2,900	35	27,300	(142)
01-4430-3110 PROF.DEV/TRAINING/TRAVEL	4,800	4,815	4,500	(300)	(6)	3,300	27
01-4430-3128 SUBSCRIPTIONS & MEMBERSHIPS	600	25	600	-	-	600	-
01-4430-3212 TELEPHONE	1,400	1,385	1,400	-	-	1,400	-
01-4430-3315 ENGINEERING	1,000		1,000	-	-	1,000	-
01-4430-3325 COMPUTER SERVICES/SUPPLIES	3,000	769	3,000	-	-	3,100	(3)
01-4430-3326 ANALYTICAL SERVICE	15,000	11,592	15,000	-	-	15,000	-
01-4430-3410 PROPERTY MAINTENANCE/PURCHASES	3,000	1,394	3,000	-	-	3,100	(3)
01-4430-3413 GENERAL EQUIPMENT MTCE/REPAIRS	96,000	67,326	178,900	82,900	86	100,700	44
01-4430-3509 RADIO/PAGER EQUIP LEASE		146		-			
01-4430-3527 SLUDGE REMOVAL CONTRACT	1,500			(1,500)	(100)		
01-4430-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"		85		-			
01-4430-3710 INSURANCE (GENERAL)	19,200	20,923	23,900	4,700	24	24,600	(3)
01-4430-3712 WATER/SEWAGE	200	360	200	-	-	200	-
01-4430-3713 GAS (HEATING)	3,000	2,606	3,100	100	3	3,200	(3)
01-4430-3716 HYDRO (GENERAL SERVICE) #1	190,000	150,731	194,000	4,000	2	198,000	(2)
01-4430-3719 TAXES-BROCKTON (BRANT)	13,000	12,151	13,000	-	-	13,000	-
01-4430-5210 TCA PURCHASES	15,000			(15,000)	(100)		
01-4430-6000 AMORTIZATION EXPENSE - TCA	243,600		245,300	1,700	1	245,300	-
01-4430-6100 CHANGE IN INVESTMENT IN CAPITAL ASSETS	(243,600)		(245,300)	(1,700)	1	(245,300)	-
Total 4430 Water Treatment Plant	530,000	434,502	685,100	155,100	29	631,200	8
Total Water (User Fees)	-	(555,064)	-	-	-	-	-

2020 BUDGET vs 2019 BUDGET

	PROJECTION					
	2019	2019	2020	BUDGET	BUDGET	2021
	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection
USER FEES - Sewer				\$	%	%
4600 Waste Water Treatment - Revenue						
01-4600-0181 SEWER REVENUE	(1,820,000)	(1,464,237)	(1,877,300)	(57,300)	3	(1,896,100) 1
01-4600-0579 MISC FEES/CHARGES		(1,651)		-		
01-4600-0652 FEE-PROCESSING SEWER WASTE	(10,400)	(18,642)	(10,400)	-	-	(13,500) 30
Total 4600 Waste Water Treatment - Revenue	(1,830,400)	(1,484,530)	(1,887,700)	(57,300)	3	(1,909,600) 1
4620 Waste Water Treatment Plant						
01-4620-0511 CANADA CONDITIONAL GRANTS				-		
01-4620-0521 ONTARIO CONDITIONAL GRANTS				-		
01-4620-0936 TRANSFER FROM RESERVE FUND			(1,575,000)	(1,575,000)		(100)
01-4620-0999 PROCEEDS ON TCA DISPOSALS	(1,000)			1,000	(100)	
01-4620-1110 REGULAR SALARIES	142,900	146,603	117,800	(25,100)	(18)	120,200 2
01-4620-1111 PART-TIME SALARIES	200		200	-	-	200 -
01-4620-1112 OVERTIME (TIME & HALF)	6,000	1,963	1,800	(4,200)	(70)	1,800 -
01-4620-1113 OVERTIME (DOUBLE)		1,081		-		
01-4620-1125 MEAL ALLOWANCES (UNION)		14				
01-4620-1127 PAGER PAY	4,200		4,200	-	-	4,200 -
01-4620-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(4,891)		-		
01-4620-1510 EMPLOYEE BENEFITS	50,700	47,154	38,900	(11,800)	(23)	39,700 2
01-4620-1516 WSIB	1,700	1,177	1,400	(300)	(18)	1,400 -
01-4620-1519 EMPLOYEE ASSISTANCE PROGRAM		80		-		
01-4620-2130 OFFICE & STATIONERY SUPPLIES	500	501	500	-	-	500 -
01-4620-2213 CLEANING/JANITORIAL SUPPLIES	2,000	698	2,000	-	-	2,000 -
01-4620-2214 UNIFORMS & CLOTHING	1,200	668	1,200	-	-	1,200 -
01-4620-2220 TOOLS & SMALL EQUIPMENT	1,500	656		(1,500)	(100)	
01-4620-2221 OFFICE & LAB SUPPLIES	4,000	236		(4,000)	(100)	
01-4620-2224 OIL & GREASE (BULK FOR MTCE.)	3,500		3,600	100	3	3,700 3
01-4620-2233 GENERAL SUPPLIES & EQUIPMENT	18,000	5,602	22,000	4,000	22	22,100 0
01-4620-2510 CHLORINE & CHEMICALS	11,000	21,303	11,200	200	2	11,400 2
01-4620-2511 ALUMINUM SULPHATE	36,000	23,912	36,700	(1,000)	(3)	37,500 2
01-4620-3110 PROF.DEV/TRAINING/TRAVEL	3,200	784	3,200	-	-	3,200 -
01-4620-3128 SUBSCRIPTIONS & MEMBERSHIPS	500		500	-	-	500 -
01-4620-3212 TELEPHONE	1,000	897	1,000	-	-	1,000 -
01-4620-3326 ANALYTICAL SERVICE	11,000	9,972	11,200	200	2	11,400 2
01-4620-3413 GENERAL EQUIPMENT MTCE/REPAIRS	55,000	37,217	52,200	(2,800)	(5)	52,400 0
01-4620-3527 SLUDGE REMOVAL CONTRACT	83,000	53,372	85,000	2,000	2	87,000 2
01-4620-3536 CANADIAN WASTE-BIN CONTRACT	3,500	1,971	3,600	100	3	3,700 3
01-4620-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"		1,242		-		
01-4620-3710 INSURANCE (GENERAL)	18,500	19,651	22,500	4,000	22	23,200 3
01-4620-3712 WATER/SEWAGE	2,600	2,238	2,600	-	-	2,600 -
01-4620-3713 GAS (HEATING)	4,000	2,283	4,000	-	-	4,100 3
01-4620-3716 HYDRO (GENERAL SERVICE) #1	270,000	200,764	270,000	-	-	275,000 2
01-4620-3726 TAXES - P.I.L	14,600	12,100	14,600	-	-	14,900 2
01-4620-5210 TCA PURCHASES	75,000	45,217	1,575,000	1,500,000	2,000	(100)
01-4620-6000 AMORTIZATION EXPENSE - TCA	276,100		245,100	(31,000)	(11)	245,100 -
01-4620-6100 CHANGE IN INVESTMENT IN CAPITAL ASSETS	(276,100)		(245,100)	31,000	(11)	(245,100) -
Total 4620 Waste Water Treatment Plant	824,300	634,465	711,900	(112,400)	(14)	724,900 2
4625 2006 Ford Half Ton Truck						
01-4625-2410 FUEL/OPERATIONS	5,500	5,274	5,600	100	2	5,700 2
Total 4625 2006 Ford Half Ton Truck	5,500	5,274	5,600	100	2	5,700 2
4630 Waste Water Treatment Administration						
01-4630-1110 REGULAR SALARIES	112,100	98,241	117,300	5,200	5	119,600 2
01-4630-1127 PAGER PAY	3,100	2,760	3,100	-	-	3,100 -
01-4630-1152 WAGE ACCRUAL(ANN.ADJ.AUDIT)		(471)		-		
01-4630-1510 EMPLOYEE BENEFITS	29,500	25,502	31,000	1,500	5	31,600 2
01-4630-1516 WSIB	3,300		3,400	100	3	3,500 3
01-4630-2130 OFFICE & STATIONERY SUPPLIES	4,500	4,477	4,600	100	2	4,700 2
01-4630-2410 FUEL/OPERATIONS	1,200	950	1,100	(100)	(8)	1,100 -
01-4630-3210 POSTAGE & FAX	6,300	5,968	6,400	100	2	6,500 2
01-4630-3310 AUDIT SERVICE	7,400	7,563	7,700	300	4	7,800 1

	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE
USER FEES - Sewer	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%
				\$	%		%
01-4630-3316 CONSULTANTS FEES	3,000		3,000	-	-	3,000	-
01-4630-3325 COMPUTER SERVICES/SUPPLIES	200	185	200	-	-	200	-
01-4630-4126 ADMINISTRATION FEE (INTERNAL)	47,000	47,800	47,800	800	2	48,700	2
01-4630-5213 TRANSFER TO RESERVE	9,000	9,067	9,000	-	-	9,000	-
Total 4630 Waste Water Treatment Administration	226,600	202,042	234,600	8,000	4	238,800	2
4640 Sanitary Sewers Maintenance							
01-4640-0521 ONTARIO CONDITIONAL GRANTS				-			
01-4640-0579 MISC FEES/CHARGES				-			
01-4640-0934 TRANSFER FROM RESERVES				-			
01-4640-0936 TRANSFER FROM RESERVE FUND				-			
01-4640-1110 REGULAR SALARIES	5,400	6,332	7,000	1,600	30	7,100	1
01-4640-1111 PART-TIME SALARIES	3,100		1,300	(1,800)	(58)	1,300	-
01-4640-1112 OVERTIME (TIME & HALF)		993	1,000	1,000		1,000	-
01-4640-1113 OVERTIME (DOUBLE)							
01-4640-1152 WAGE ACCRUAL(ANN.ADJ.AUDIT)		(509)					
01-4640-1510 EMPLOYEE BENEFITS	1,900	1,853	2,200	300	16	2,200	
01-4640-1516 WSIB	300		300	0	-	300	(86)
01-4640-2240 MATERIALS	7,200	10,656	7,200	0	-	7,200	2,300
01-4640-3110 PROF.DEV./TRAINING/TRAVEL	500	829	500	0	-	500	(93)
01-4640-3128 SUBSCRIPTIONS & MEMBERSHIPS	200	315	200	0	-	200	(60)
01-4640-3316 CONSULTANT FEES			60,000	60,000			(100)
01-4640-3532 CAMERA INSPECTION	2,000		2,000		-	2,000	-
01-4640-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	6,000	5,827	6,000		-	6,000	-
01-4640-3624 MACHINERY RENTAL-"OUTSIDE"	18,500	8,120	18,900	400	2	19,200	2
01-4640-5210 TCA PURCHASES	184,000	4,971	351,000	167,000	91	315,000	(10)
01-4640-5212 TRANSFER TO RESERVE FUND	544,000		477,100	(66,900)	(12)	577,300	21
01-4640-5213 TRANSFER TO RESERVES				-			
Total 4640 Sanitary Sewers Maintenance	773,100	39,387	934,700	161,600	21	939,300	0
4650 Sanitary Sewer Pumphouse Maintenance							
01-4650-3716 HYDRO (GENERAL SERVICE) #1	700	522	700	-	-	700	-
01-4650-3726 TAXES - P.I.L	200	174	200	-	-	200	-
Total 4650 Sanitary Sewer Pumphouse Maintenance	900	696	900	-	-	900	0
Total Sewer (User Fees)	-	(602,666)	-	-	-	-	-

Public Works – Garbage/Recycling/Landfill



Staffing Complement Includes:
1 Public Works Foreman (5% landfill)
1 Utility Clerk (5% landfill)
1 Full-time Landfill Scale Attendant
1 Part-time Landfill Scale Attendant
2 Part-time Landfill Assistant
1 Equipment Operator

The Hanover/Walkerton landfill site is operated and managed by the Town of Hanover's Public Works Department as per the Joint Management Landfill Site Agreement with the Municipality of Brockton. The landfill site can accept waste from the Town of Hanover and former Town of Walkerton. All operating capital, closure and reserve expenditures are shared on a 50/50 basis. The 2015 Compactor is jointly owned by Hanover/Walkerton landfill site while the 1991 loader is owned by the Town of Hanover with the landfill site paying an equipment rental fee for its use. The municipality is responsible for managing garbage collection and recycling contracts in Hanover.

2019 Program Highlights

- As of May 1st, 2019 landfill site operations that were previously contracted out have been provided by Town municipal staff.
- Effective May 1st, 2019 the hours of operations reduced to 4 days per week with the site being closed on Wednesday.
- In May with the support of Bruce Power and the Canadian Plastic Industry Association a polystyrene densifier was purchased which operates approximately 15 hours/week to reduce polystyrene foam by about 50 times its volume into bricks which the first shipment to Niagara Recycling occurred in November which will further process the 3 tonnes of material in durable goods.

Goals and Objectives for 2020

1. Construction of Cell No.2 at the Hanover/Walkerton Landfill Site.
2. Staff will be conducting a further internal operations review in 2020 to improve site operations.
3. An external review of leachate disposal options to search alternatives such as onsite treatment or pumping to the Hanover Wastewater Treatment Plant.
4. Tendering of the weekly garbage collection and bi-weekly recycling contracts which both expire on December 31st, 2020.

Program Changes for 2020

- Elimination of free landfill passes implemented in 2019

LOOKING AHEAD

- Implementing changes as a result of operations review and leachate disposal options to provide efficiencies and more effective site operations.

2020 BUDGET vs 2019 BUDGET

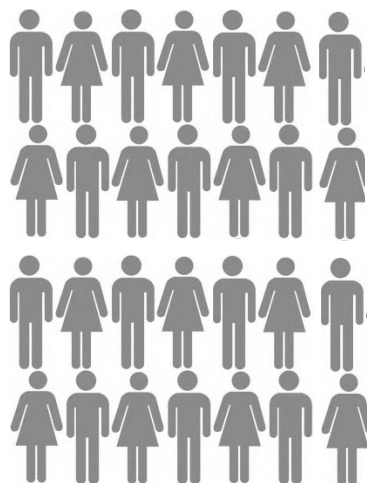
	2019 Approved	2019 Actuals	2020 Proposed			PROJECTION	
				BUDGET CHANGE \$	BUDGET CHANGE %	2021 Projection	CHANGE %
GARBAGE & RECYCLING							
4520 Garbage Collection							
01-4520-0559 BAG TAG FEES	(160,000)	(150,018)	(160,000)	0	0	(160,000)	
01-4520-1110 REGULAR SALARIES	3,700	6,235	5,600	1,900	51	5,700	2
01-4520-1111 PART-TIME SALARIES			1,500			1,500	
01-4520-1112 OVERTIME (TIME & HALF)		56					
01-4520-1152 WAGE ACCRUAL(ANN.ADJ.AUDIT)		(175)					
01-4520-1510 EMPLOYEE BENEFITS	1,100	1,359	1,800	700	64	1,800	
01-4520-1516 WSIB	100		200	100	100	200	
01-4520-2240 MATERIALS	2,000	5,462	2,000		0	5,500	175
01-4520-3519 GARBAGE COLLECTION CONTRACT	63,300	53,906	63,300		0	63,300	
01-4520-3535 BAG TAG RESALE CONTRACT	6,500	6,776	6,500	0	0	6,500	
01-4520-3536 SOUTH GREY CONDO	8,000	7,478	8,000	0	0	8,000	
01-4520-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	2,300	2,153	2,300		0	2,300	
Total 4520 Garbage Collection	(73,000)	(66,768)	(68,800)	4,200	(6)	(65,200)	(5)
4530 Recycling - Blue Box Collection							
01-4530-0521 ONTARIO STEWARDSHIP FUNDING	(65,000)	(34,317)	(65,000)		0	(65,000)	
01-4530-0579 FEES/MISC.CHARGES	(1,000)	(210)	(500)	500	(50)	(500)	
01-4530-2240 MATERIALS	3,000	559	3,000		0	3,000	
01-4530-3519 RECYCLING CONTRACT	121,000	112,936	121,000		0	121,000	
Total 4530 Recycling - Blue Box Collection	58,000	78,968	58,500	500	1	58,500	
4540 Landfill - Transfer to							
01-4540-0934 TRANSFERS FROM RESERVES			(154,000)	(154,000)			(100)
01-4540-2240 TRANSFER TO LANDFILL	185,000	173,920	376,000	191,000	103	170,000	(55)
01-4540-4127 INTERNAL INTEREST EXPENSE	12,200	12,155	11,200	(1,000)	(8)	15,100	35
01-4540-5212 TRANSFER TO RESERVE FUND	33,100	33,047	33,600	500	2	34,100	1
01-4540-5213 TRANSFER TO RESERVES	23,700	23,648		-23,700	(100)	25,714	
Total 4540 Landfill - Transfer to	254,000	242,770	266,800	(12,800)	(5)	244,914	2
Total Garbage & Recycling	239,000	254,970	256,500	17,500	7.32	238,214	(7)

2020 BUDGET vs 2019 BUDGET

					PROJECTION		
	2019	2019	2020	BUDGET CHANGE	BUDGET CHANGE	2021	CHANGE
	Approved	Actuals	Proposed	\$	%	Projection	%
LANDFILL							
4500 Hanover Walkerton Landfill Site							
31-4500-0521 GRANTS & SUBSIDIES	(7,500)	(13,114)	(7,600)	(100)	1	(7,700)	1
31-4500-0536 FEES-TIRES	-	(220)	(200)	(200)		(200)	-
31-4500-0560 FEES-APPLIANCES	(700)	(570)	(700)	-	0	(700)	-
31-4500-0561 FEES-RESIDENTS(CASH CUST.)	(135,000)	(127,929)	(137,900)	(2,900)	2	(136,000)	(1)
31-4500-0562 FEES-COMMERCIAL ACCOUNTS	(360,000)	(365,073)	(370,000)	(10,000)	3	(376,400)	2
31-4500-0579 MISC. FEES	(5,000)	(6,541)	(14,000)	(9,000)	180	(5,000)	(64)
31-4500-0747 FARMLAND LEASE-WAECHTER/OSTENDORFF	(4,700)	(4,760)	(5,000)	(300)	6	(5,000)	-
31-4500-0921 SHORT TERM DEPOSIT INTEREST	-	(4,899)	(7,000)	(7,000)		-	(100)
31-4500-0922 MONTHLY BANK INTEREST	(6,000)	(14,151)	(9,000)	(3,000)	50	-	(100)
31-4500-0934 TRANSFER FROM RESERVES	-	-	(1,000,000)	(1,000,000)		-	(100)
31-4500-0945 TRANSFER FROM TOWN OF HANOVER	(185,000)	(173,920)	(376,000)	(191,000)	103	(170,000)	(55)
31-4500-0946 TRANSFER FROM MUN. OF BROCKTON	(170,000)	(170,000)	(376,000)	(206,000)	121	(170,000)	(55)
31-4500-1110 REGULAR SALARIES	71,300	67,108	89,000	17,700	25	90,800	2
31-4500-1111 PART-TIME SALARIES	26,700	37,386	47,400	20,700	78	48,300	2
31-4500-1112 OVERTIME (TIME & HALF)	-	406	1,000	1,000		1,000	-
31-4500-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)	-	(1,096)	-	-		-	
31-4500-1510 EMPLOYEE BENEFITS	24,300	24,310	35,800	11,500	47	36,500	2
31-4500-1516 WSIB	3,100	2,404	4,300	1,200	39	4,400	2
31-4500-1519 EMPLOYEE ASSISTANCE PROGRAM (EAP)	-	27	-	-		-	
31-4500-2214 UNIFORMS & CLOTHING	400	1,055	1,000	600	150	1,000	-
31-4500-3110 PROF.DEV./TRAINING/TRAVEL	500	1,715	600	100	20	600	-
31-4500-3210 POSTAGE & FAX	600	750	700	100	17	700	-
31-4500-3212 TELEPHONE	1,100	917	1,100	-	0	1,100	-
31-4500-3214 OFFICE SUPPLIES & STATIONERY	1,000	159	1,000	-	0	1,000	-
31-4500-3215 PRINTING & ADVERTISING	500	1,087	1,500	1,000	200	500	(67)
31-4500-3217 SECURITY MONITORING	300	151	-	(300)	(100)	-	
31-4500-3310 AUDIT SERVICE	4,500	7,525	5,200	700	16	5,300	2
31-4500-3311 LEGAL SERVICE/CONSULTANTS	1,000	44	1,000	-	0	1,000	-
31-4500-3325 COMPUTER SERVICES/SUPPLIES	500	20	500	-	0	500	-
31-4500-3410 PROPERTY MAINTENANCE/PURCHASES	12,100	10,463	5,000	(7,100)	(59)	5,100	2
31-4500-3415 ROAD MAINTENANCE/REPAIRS	5,000	4,312	5,100	100	2	5,200	2
31-4500-3507 WEIGH SCALE MTC CONTRACT	6,000	2,650	6,100	100	2	6,200	2
31-4500-3518 LANDFILL CONTRACT	31,600	32,156	-	(31,600)	(100)	-	
31-4500-3520 FREE DUMP PASSES	15,000	-	-	(15,000)	(100)	-	
31-4500-3526 ANN.MONITORING(ENGINEER)	120,100	86,395	113,100	(7,000)	(6)	81,300	(28)
31-4500-3527 LEACHATE HAULING	80,000	60,820	80,000	-	0	110,000	38
31-4500-3546 HOUSEHOLD HAZARDOUS WASTE	16,000	10,590	20,000	4,000	25	20,600	3
31-4500-3555 DRYWALL/SHINGLES/TIRES	59,000	40,753	59,000	-	0	59,000	-
31-4500-3614 LABORATORY SERVICES	13,000	-	16,300	3,300	25	16,300	-
31-4500-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	2,500	27,579	45,300	42,800	1,712	45,300	-
31-4500-3624 MACHINERY RENTAL-"OUTSIDE"	10,000	10,624	11,200	1,200	12	11,400	2
31-4500-3710 INSURANCE (GENERAL)	5,900	5,935	6,800	900	15	7,000	3
31-4500-3716 HYDRO (GENERAL SERVICE) #1	4,000	1,881	4,000	-	0	4,100	3
31-4500-3719 TAXES-BROCKTON-(BRANT)	9,000	8,719	9,000	-	0	9,200	2
31-4500-4121 MERCHANT FEES	200	248	300	100	50	300	-
31-4500-4126 ADMINISTRATION FEE (INTERNAL)	68,000	68,000	69,400	1,400	2	70,700	2
31-4500-4410 CASHIER OVER/SHORT	-	535	-	-		-	
31-4500-5210 TCA PURCHASES	-	2,189	1,600,000	1,600,000		-	(100)
31-4500-5213 TRANSFER TO RESERVES	246,800	-	-	(246,800)	(100)	156,500	
31-4500-6000 AMORTIZATION EXPENSE - TCA	186,500	-	189,100	2,600	1	189,100	-
31-4500-6100 CHANGE IN INVESTMENT IN CAPITAL ASSETS	(186,500)	-	(189,100)	(2,600)	1	(189,100)	-
Total 4500 Hanover Walkerton Landfill Site	(33,900)	(363,360)	(62,700)	(28,800)	85	(70,100)	12
Total 4500 Hanover Walkerton Landfill Site	(33,900)	(363,360)	(62,700)	(28,800)	85	(70,100)	
4550 2015 Cat 816F Compactor							
4550 2015 Cat 816F Compactor							

	2019	2019	2020	BUDGET	BUDGET	PROJECTION	
				CHANGE	CHANGE	2021	CHANGE
				\$	%	Projection	%
LANDFILL	Approved	Actuals	Proposed				
31-4550-2410 FUEL/OPERATIONS	21,000	16,750	20,300	(700)	(3)	20,800	2
Total 4550 2015 Cat 816F Compactor	21,000	16,750	20,300	(700)	(3)	20,800	2
Total 4550 2015 Cat 816F Compactor	21,000	16,750	20,300	(700)	(3)	20,800	2
4560 Densifier - Styrofoam							
4560 Densifier - Styrofoam							
31-4560-0551 OTHER GRANTS	-	(13,000)	-	-		-	
31-4560-0579 MISC. FEES	-	-	(6,000)	(6,000)		-	(100)
31-4560-1110 REGULAR SALARIES	4,900	4,105	10,000	5,100	104	10,200	2
31-4560-1111 PART-TIME SALARIES	3,700	1,102	5,700	2,000	54	5,800	2
31-4560-1510 EMPLOYEE BENEFITS	2,000	1,554	3,900	1,900	95	4,000	3
31-4560-1516 WSIB	300	-	500	200	67	500	-
31-4560-3413 EQUIPMENT MAINTENANCE	1,000	-	1,000	-	0	1,000	-
31-4560-3525 CONTRACTED STAFF	-	-	21,600	21,600		22,000	2
31-4560-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	-	-	4,700	4,700		4,800	2
31-4560-3710 INSURANCE	1,000	-	1,000	-	0	1,000	-
Total 4560 Densifier - Styrofoam	12,900	(6,239)	42,400	29,500	229	49,300	16
Total 4560 Densifier - Styrofoam	12,900	(6,239)	42,400	29,500	229	49,300	16
Total Landfill	-	(352,849)	-	-		-	

Parks, Recreation & Culture



Staffing Complement Includes:

- 1 Director of Parks, Recreation & Culture
- 1 Manager Parks & Recreation Facilities
- 1 Parks & Facilities Lead Hand
- 3.5 Parks & Facility Operators
- 1.4 Custodians (3 P/T)
- 0.48 Horticultural Landscape Attendant (1 Seasonal)
- 1.5 Parks & Horticultural Summer Students (5 students)
- 0.22 Facility Event Workers (4 P/T students)
- 1 Aquatic Supervisor
- 1 Aquatic Assistant
- 9.6 Aquatic Staff (22 – 27 P/T; majority students)
- 1 Programs Supervisor
- 2.58 Summer Camp Staff (13 P/T; students)
- 0.30 Program Staff (P/T students)
- 1 Administrative Supervisor
- 1.98 Customer Service Clerks (3 P/T)

Our Mission | Working in partnership with the community, we create opportunities for leisure activities, facilitate sustainable quality facilities, and support healthy lifestyles for all ages and abilities. We are a centre of excellence for our facilities and programs.

Our Vision | We are a community that provides an inclusive and sustainable system of experiences that celebrates the Town's heritage, culture and natural landscape while promoting a healthy actively lifestyle.

Department functions and responsibilities include:

Parks & Outdoor Operations | Hanover Park | Neighbourhood Parks and Green Spaces | Ball Parks | Athletic Fields | Binkley Paterson Pavilion | Heritage Square | Commemorative Grove | Trails System | Service Vehicles and Equipment

Aquatics | Facility Operation | Program Implementation

Recreation Administration | Facility Rentals & Program Registration | Customer Service | Heritage & Age-Friendly Committees

Recreation Programs | Summer Camp | Special Events (i.e., Canada Day) | General Programs | Senior Games

Recreation Facilities | Administration | Arena – winter and summer operations | Concession and Vending

2019 Program Highlights

- Provision of quality programs and healthy lifestyle opportunities for Hanover and area residents.
- Staff recruitment, transition and orientation in our key aquatic and programs supervisory roles.
- Trails input and public engagement resulting in the 'Eyes and Ears' volunteer initiative.
- Tracking and quarterly report of our facility usage and program attendance statistics.
- Health and Safety related work – P & H Centre fire plan updated | enhanced building inspection | standard operating guidelines for outdoor operation developed / revised.
- Continued ball diamond investment including surface material remediation, foul ball netting and turf treatment.
- Accessibility improvements – accessible mechanisms added for family changeroom to pool deck and arena spectator seating area.
- Age Friendly Committee – Senior Star distributed by mail twice per year | October 1 Active Aging event.
- Heritage Committee – successful archive room open houses | expanded archives area | Cemetery tour aired on Wightman TV | phase 3 building recognition sign.
- Special event successes – Canada Day | Family Day |Southwestern Regional Senior Games host community.
- Support, assist and provide input to other corporate initiatives including Culture Plan and wayfinding project (initiated Fall 2019).

Goals and Objectives for 2020

1. Enhance quality of life for residents by offering opportunities that encourage participation in healthy lifestyle recreation activities.
2. Maintain Town parks and buildings that are safe, clean, accessible and welcoming to all.
3. Continued Parks, Recreation & Culture Master Plan implementation opportunities.
4. Trails system bridge background and investigation work to prepare for design alternatives.
5. Replacement of service vehicle and zero turn commercial mower.
6. Initiate tree planting in Hanover Park and bi-annual Emerald Ash Borer treatment at various locations.
7. Continued ball diamond investment including remediation of infield / outfield transition and addition of infield surface material.
8. Partner with BGCDSB to improve parking lot area adjacent to soccer fields.
9. Install security camera system at P & H Centre.
10. Complete facility improvements including replacing sand filter medium, installing LED lights and fixtures in pool chagerooms and replacement of north side flashing.
11. In partnership with Economic Development Manager, provide assistance with Cultural Plan implementation.
12. Continue with Heritage Committee building recognition sign project.
13. Support Age-Friendly Committee objectives with continued mail distribution of Senior Star and undertake business friendly awareness initiative.
14. Support and assist other departments with initiatives that include parks, recreation and culture aspects (e.g., Asset Management Plan, Wayfinding)

Program Changes for 2020

- No changes - services and programs maintained.

LOOKING AHEAD

- Planning for trail system extension with east end development.
- Completion of P & H Centre Naming Opportunities term (10 years) at the end of 2020.
- Further investigate energy efficiency options.

RECREATION SUMMARY

2020 INCREASE/DECREASE OVER 2019

(MUNICIPALITIES SHARE ONLY)

TOTAL

BUDGET	2019	2020	NET	INC./DEC.
RECREATION	\$2,076,100	\$2,000,900	(\$75,200)	-3.62%
Parks	\$574,200	\$379,500	(\$194,700)	-33.91%
Aquatic	\$553,400	\$634,800	\$81,400	14.71%
Admin	\$252,300	\$237,100	(\$15,200)	-6.02%
Programs	\$90,300	\$89,000	(\$1,300)	-1.44%
Facilities	\$605,900	\$660,500	\$54,600	9.01%
	\$2,076,100	\$2,000,900	(\$75,200)	-3.62%

2020 INCREASE/DECREASE OVER 2019

(MUNICIPALITIES SHARE ONLY)

OPERATING

BUDGET	2019	2020	NET	INC./DEC.
RECREATION	\$1,795,100	\$1,898,400	\$116,300	5.75%
Parks	\$304,200	\$303,000	(\$1,200)	-0.39%
Aquatic	\$553,400	\$634,800	\$81,400	14.71%
Admin	\$241,300	\$237,100	(\$4,200)	-1.74%
Programs	\$90,300	\$89,000	(\$1,300)	-1.44%
Facilities	\$605,900	\$634,500	\$28,600	4.72%
	\$1,795,100	\$1,898,400	\$103,300	5.75%
			\$116,300	

2020 INCREASE/DECREASE OVER 2019

(MUNICIPALITIES SHARE ONLY)

CAPITAL

BUDGET	2019	2020	NET	INC./DEC.
RECREATION	\$281,000	\$102,500	(\$178,500)	-63.52%
Parks	\$270,000	\$76,500	(\$193,500)	-71.67%
Aquatic	\$0	\$0	\$0	0.00%
Admin	\$11,000	\$0	(\$11,000)	-100.00%
Programs	\$0	\$0	\$0	0.00%
Facilities	\$0	\$26,000	\$26,000	0.00%
TOTAL	\$281,000	\$102,500	(\$178,500)	-63.52%

2020 BUDGET vs 2019 BUDGET							PROJECTION	
	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE	
PARKS & RECREATION	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%	
				\$	%		%	
7100 Parks & Outdoor Facilities								
01-7100-0511 CANADA CONDITIONAL GRANT			(86,000)	(86,000)		(387,000)	350	
01-7100-0518 DONATIONS	(300)			300	(100)	(3,000)		
01-7100-0521 ONTARIO CONDITIONAL GRANTS			(71,600)	(71,600)		(322,500)	350	
01-7100-0551 OTHER GRANTS		(9,546)		-				
01-7100-0566 DONATIONS								
01-7100-0579 FEES/MISC. CHARGES		(5,155)		-				
01-7100-0616 PARK PAVILLION	(1,700)	(1,375)	(1,700)	-	-	(1,700)	-	
01-7100-0617 CAMPGROUND	(300)	(219)	(300)	-	-	(300)	-	
01-7100-0879 DEVELOPERS AGREEMENT-PARK LAND								
01-7100-0934 TRANSFER FROM RESERVES	(79,300)	(48,000)	(83,700)	(4,400)	6	(178,800)	114	
01-7100-0999 PROCEEDS ON TCA DISPOSALS			(3,500)	(3,500)		(3,000)	(14)	
01-7100-1110 REGULAR SALARIES	30,300	30,964	33,400	3,100	10	34,000	2	
01-7100-1111 PART-TIME SALARIES	27,600	31,007	28,100	500	2	28,700	2	
01-7100-1112 OVERTIME (TIME & HALF)	1,100	312	1,100	-	-	1,100	-	
01-7100-1113 OVERTIME (DOUBLE)								
01-7100-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(645)		-				
01-7100-1510 EMPLOYEE BENEFITS	12,400	13,111	13,300	900	7	13,600	2	
01-7100-1516 WSIB	1,900	1,570	2,000	100	5	2,000	-	
01-7100-2214 CLOTHING ALLOWANCE								
01-7100-3326 STUDIES								
01-7100-3410 PROPERTY MAINTENANCE/JANITORIAL	4,500	3,536	4,500	-	-	2,000	(56)	
01-7100-3413 GENERAL EQUIPMENT MTCE/REPAIRS	2,900	6,435	3,800	900	31	4,000	5	
01-7100-3419 PARKS AREAS MTCE/REPAIRS	11,000	8,904	22,200	11,200	102	13,000	(41)	
01-7100-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	17,000	17,797	17,000	-	-	17,000	-	
01-7100-3710 INSURANCE (GENERAL)	25,700	16,980	19,400	(6,300)	(25)	20,000	3	
01-7100-3712 WATER/SEWAGE	600	640	600	-	-	600	-	
01-7100-3716 HYDRO-PARKS/ENTRANCE SIGNS	5,000	2,375	4,000	(1,000)	(20)	4,000	-	
01-7100-5210 TCA PURCHASES	349,300	69,391	321,300	(28,000)	(8)	1,109,000	245	
01-7100-5213 TRANSFER TO RESERVE	7,000	7,000	7,000	-	-	7,000	-	
Total 7100 Parks & Outdoor Facilities	414,700	145,082	230,900	(183,800)	(44)	359,700	56	
7101 Parks - Ball Parks								
01-7101-0618 BALL PARKS	(15,800)	(14,830)	(15,800)	-	-	(15,800)	-	
01-7101-1110 REGULAR SALARIES	20,100	13,932	20,600	500	2	21,000	2	
01-7101-1111 PART-TIME SALARIES	6,100	3,704	6,200	100	2	6,300	2	
01-7101-1112 OVERTIME (TIME & HALF)		60		-				
01-7101-1510 EMPLOYEE BENEFITS	6,500	4,347	6,600	100	2	6,700	2	
01-7101-1516 WSIB	800		800	-	-	800	-	
01-7101-3417 BALL PARK MAINTENANCE	30,600	11,826	17,600	(13,000)	(42)	13,600	(23)	
01-7101-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	3,800	5,737	4,500	700	18	4,500	-	
01-7101-3717 HYDRO - BALL PARK LIGHTING	1,200	1,276	1,200	-	-	1,200	-	
Total 7101 Parks - Ball Parks	53,300	26,052	41,700	(11,600)	(22)	38,300	(8)	
7102 Parks - Athletic Fields (Soccer)								
01-7102-0619 ATHLETIC FIELDS	(6,000)	(4,929)	(4,500)	1,500	(25)	(4,500)	-	
01-7102-1110 REGULAR SALARIES	20,100	10,454	20,600	500	2	21,000	2	
01-7102-1111 PART-TIME SALARIES	6,100	1,857	6,200	100	2	6,300	2	
01-7102-1112 OVERTIME (TIME & HALF)		80		-				
01-7102-1510 EMPLOYEE BENEFITS	6,500	3,105	6,600	100	2	6,700	2	
01-7102-1516 WSIB	800		800	-	-	800	-	
01-7102-3418 ATHLETIC FIELDS MAINTENANCE	12,900	5,059	18,900	6,000	47	4,000	(79)	
01-7102-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	1,000	2,417	2,000	1,000	100	2,000	-	
Total 7102 Parks - Athletic Fields (Soccer)	41,400	18,043	50,600	9,200	22	36,300	(28)	
7103 Flower Watering - Other								
01-7103-1110 REGULAR SALARIES								
01-7103-1111 PART-TIME SALARIES	1,400		1,400	-	-	1,400	-	
01-7103-1510 EMPLOYEE BENEFITS	100		100	-	-	100	-	
Total 7103 Flower Watering - Other	1,500		1,500	-	-	1,500	-	

					PROJECTION		
	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE
	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%
PARKS & RECREATION				\$	%		
7110 Off Leash Dog Park							
01-7110-0518 DONATIONS	(6,000)			6,000	(100)		
01-7110-3410 PROPERTY/BUILDING MTCE	6,000	2,037		(6,000)	(100)		
01-7110-5210 TCA PURCHASES							
Total 7110 Off Leash Dog Park		2,037		-			
7119 Binkley/Paterson Pavilion							
01-7119-0629 MEETING ROOM/KITCHEN	(800)	(258)	(200)	600	(75)	(200)	-
01-7119-1110 REGULAR SALARIES	2,300	434		(2,300)	(100)		
01-7119-1111 PART-TIME SALARIES	400	191	400	-	-	400	-
01-7119-1510 EMPLOYEE BENEFITS	800	163	100	(700)	(88)	100	-
01-7119-1516 WSIB	100			(100)	(100)		
01-7119-3410 MAINTENANCE/JANITORIAL	1,000	531	400	(600)	(60)	400	-
01-7119-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"		91		-	-		
01-7119-3712 WATER/SEWAGE	500	1,121	500	-	-	500	-
01-7119-3713 GAS (HEATING)	900	653	600	(300)	(33)	600	-
01-7119-3716 HYDRO (GENERAL SERVICE)#1	1,400	469	600	(800)	(57)	600	-
Total 7119 Binkley/Paterson Pavilion	6,600	3,395	2,400	(4,200)	(64)	2,400	-
7130 Parks - Hanover Heritage Square							
01-7130-1110 REGULAR SALARIES	6,600	3,013	6,800	200	3	6,900	1
01-7130-1111 PART-TIME SALARIES	20,300	14,720	20,800	500	2	21,200	2
01-7130-1112 OVERTIME (TIME & HALF)		258		-			
01-7130-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(49)		-			
01-7130-1510 BENEFITS	4,400	2,557	4,600	200	5	4,700	2
01-7130-1516 WSIB	800		900	100	13	900	-
01-7130-3412 GROUNDS/PROPERTY MTCE/IMPROVE.	6,200	4,258	6,200	-	-	6,200	-
01-7130-3438 FURNISHINGS & AMENITIES	2,200	1,113	2,300	100	5	1,300	(43)
01-7130-3442 TREES/LANDSCAPING	1,400	1,377	1,400	-	-	1,400	-
01-7130-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	1,000	1,822	1,000	-	-	1,000	-
01-7130-3712 WATER/SEWAGE	1,000	1,028	1,000	-	-	1,000	-
01-7130-3716 HYDRO (GENERAL SERVICE) #1	2,000	979	1,600	(400)	(20)	1,600	-
Total 7130 Parks - Hanover Heritage Square	45,900	31,076	46,600	700	2	46,200	(1)
7131 Parks - Millenium Commemorative Grove							
01-7131-0518 DONATIONS		(221)		-			
01-7131-1110 REGULAR SALARIES	2,300	475	2,300	-	-	2,400	4
01-7131-1111 PART-TIME SALARIES	9,800	6,633	10,100	300	3	10,300	2
01-7131-1510 EMPLOYEE BENEFITS	2,000	1,020	2,100	100	5	2,100	-
01-7131-1516 WSIB	400		400	-	-	400	-
01-7131-2315 COMMEMORATIONS	2,000	854	1,200	(800)	(40)	1,200	-
01-7131-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	500	1,988	800	300	60	800	-
01-7131-5213 TRANSFER TO RESERVE		55		-			
Total 7131 Parks - Millenium Commemorative Grove	17,000	10,804	16,900	(100)	(1)	17,200	2
7140 Town Equipment							
01-7140-0953 TOWN EQUIPMENT RENTAL RECOVERY	(24,000)	(36,283)	(26,000)	(2,000)	8	(26,000)	-
Total 7140 Town Equipment	(24,000)	(36,283)	(26,000)	(2,000)	8	(26,000)	-
7141 2001 Chev 1 Ton (green)							
01-7141-2410 FUEL/OPERATIONS	2,500	3,149	2,600	100	4	2,600	-
Total 7141 2001 Chev 1 Ton (green)	2,500	3,149	2,600	100	4	2,600	-
7142 2014 John Deere Tractor							
01-7142-2410 FUEL/OPERATIONS	1,700	1,547	1,700	-	-	1,700	-
Total 7142 2014 John Deere Tractor	1,700	1,547	1,700	-	-	1,700	-
7144 2012 Kubota Mower/Blower							
01-7144-2410 FUEL/OPERATIONS	2,200	3,382	3,000	800	36	3,000	-
Total 7144 2012 Kubota Mower/Blower	2,200	3,382	3,000	800	36	3,000	-
7146 2010 Dodge Ram Truck							
01-7146-2410 FUEL/OPERATIONS	6,100	1,995	2,400	(3,700)	(61)	2,400	-
Total 7146 2010 Dodge Ram Truck	6,100	1,995	2,400	(3,700)	(61)	2,400	-
7147 Ferris Riding Lawn Mower							
01-7147-2410 FUEL/OPERATIONS	1,500	2,702	1,300	(200)	(13)	1,300	-
Total 7147 Ferris Riding Lawn Mower	1,500	2,702	1,300	(200)	(13)	1,300	-
7148 2014 Dodge Ram Truck							
01-7148-2410 FUEL/OPERATIONS	3,800	4,419	3,900	100	3	3,900	-
Total 7148 2014 Dodge Ram Truck	3,800	4,419	3,900	100	3	3,900	-

							PROJECTION	
	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE	
	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%	
PARKS & RECREATION				\$	%		%	
7210 Aquatic - Facility								
01-7210-0511 CANADA CONDITIONAL GRANTS		(2,418)		-				
01-7210-0590 LOCKER RENTAL REVENUE	(2,700)	(3,151)	(2,900)	(200)	7	(2,900)	-	
01-7210-0934 TRANSFER FROM RESERVES			(8,000)	(8,000)				
01-7210-1110 REGULAR SALARIES	60,200	53,578	61,800	1,600	3	63,000	2	
01-7210-1111 PART-TIME SALARIES	29,800	22,862	30,400	600	2	31,000	2	
01-7210-1112 OVERTIME (TIME & HALF)	800	403	800	-	-	800	-	
01-7210-1113 OVERTIME (DOUBLE)		187		-				
01-7210-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(1,461)		-				
01-7210-1510 EMPLOYEE BENEFITS	21,400	18,784	21,700	300	1	21,800	0	
01-7210-1516 WSIB	2,800	990	2,900	100	4	2,900	-	
01-7210-2213 CLEANING/JANITORIAL SUPPLIES	6,000	4,598	6,000	-	-	6,000	-	
01-7210-2261 TRAINING-M/E OPERATIONS	2,000		1,700	(300)	(15)	1,100	(35)	
01-7210-2265 OPERATIONS-M/E EQUIPMENT	15,800	16,501	15,800	-	-	23,800	51	
01-7210-2519 WATER TREATMENT	11,000	9,634	12,000	1,000	9	12,000	-	
01-7210-3410 PROPERTY MAINTENANCE/PURCHASES	13,000	9,668	25,000	12,000	92	7,500	(70)	
01-7210-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"		119		-				
01-7210-3710 INSURANCE (GENERAL)	9,000	12,753	14,600	5,600	62	15,000	3	
01-7210-3712 WATER/SEWAGE	5,000	5,219	6,000	1,000	20	6,000	-	
01-7210-3713 GAS (HEATING)	52,000	35,231	55,000	3,000	6	55,000	-	
01-7210-3716 HYDRO (GENERAL SERVICE) #1	94,500	77,154	96,600	2,100	2	97,400	1	
01-7210-5210 TCA PURCHASES						10,000		
01-7210-5213 TRANSFER TO RESERVE	10,000	10,000	10,000	-	-	10,000	-	
Total 7210 Aquatic - Facility	330,600	270,651	349,400	18,800	6	360,400	3	
7211 Aquatic - Classroom								
01-7211-0601 CLASSROOM	(6,000)	(7,262)	(6,000)	-	-	(6,000)	-	
01-7211-1110 REGULAR SALARIES	3,700	1,632	3,700	-	-	3,800	3	
01-7211-1111 PART-TIME SALARIES	1,300		1,400	100	8	1,400	-	
01-7211-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(25)		-				
01-7211-1510 EMPLOYEE BENEFITS	1,300	295	1,300	-	-	1,300	-	
01-7211-1516 WSIB	200		200	-	-	200	-	
Total 7211 Aquatic - Classroom	500	(5,360)	600	100	20	700	17	
7212 Aquatic - Lounge								
01-7212-0602 ACTIVITY LOUNGE	(3,000)	(15,992)	(3,500)	(500)	17	(3,500)	-	
01-7212-1110 REGULAR SALARIES	3,700	1,145	3,700	-	-	3,800	3	
01-7212-1111 PART-TIME SALARIES	1,300		1,400	100	8	1,400	-	
01-7212-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(10)		-				
01-7212-1510 EMPLOYEE BENEFITS	1,300	162	1,300	-	-	1,300	-	
01-7212-1516 WSIB	200		200	-	-	200	-	
Total 7212 Aquatic - Lounge	3,500	(14,695)	3,100	(400)	(11)	3,200	3	
7220 Aquatic - Programs								
01-7220-0518 DONATIONS		(1,528)		-				
01-7220-0521 ONTARIO CONDITIONAL GRANT	(16,000)	(15,991)		16,000	(100)			
01-7220-0568 INSTR. COURSES RESOURCES	(9,000)	(8,684)	(9,000)	-	-	(6,500)	(28)	
01-7220-0581 GENERAL ADMISSIONS	(65,000)	(55,330)	(65,000)	-	-	(65,000)	-	
01-7220-0584 RENTALS-PRIVATE	(19,000)	(31,381)	(26,000)	(7,000)	37	(26,000)	-	
01-7220-0585 RENTALS-SCHOOLS	(50,000)	(45,171)	(51,000)	(1,000)	2	(51,000)	-	
01-7220-0588 AQUATICS GENERAL PROGRAMS	(15,000)	(11,073)	(10,000)	5,000	(33)	(10,000)	-	
01-7220-0589 AQUATICS ADVANCED TRAINING	(20,000)	(23,608)	(20,000)	-	-	(15,500)	(23)	
01-7220-0598 AQUATICS, INSTRUCTIONAL	(90,000)	(94,992)	(95,000)	(5,000)	6	(95,000)	-	
01-7220-0605 RESOURCES-UNIFORMS	(2,800)	(4,351)	(2,800)	-	-	(2,800)	-	
01-7220-0607 PASS/MEMB. - PRESCHOOL/STUDENT	(1,800)	(885)	(1,200)	600	(33)	(1,200)	-	
01-7220-0608 PASSES/MEMBERSHIPS - ADULT	(54,500)	(53,803)	(55,000)	(500)	1	(55,000)	-	
01-7220-0609 PASSES/MEMBERSHIPS - FAMILY	(8,500)	(6,387)	(8,500)	-	-	(8,500)	-	
01-7220-1110 REGULAR SALARIES	103,100	103,975	116,500	13,400	13	118,800	2	
01-7220-1111 PART-TIME SALARIES	342,500	322,574	382,600	40,100	12	390,300	2	
01-7220-1112 OVERTIME (TIME & HALF)		1,086		-				
01-7220-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(7,750)		-				
01-7220-1510 EMPLOYEE BENEFITS	53,900	53,025	68,900	15,000	28	70,300	2	
01-7220-1516 WSIB	13,800	10,892	15,600	1,800	13	15,900	2	
01-7220-1519 EMPLOYEE ASSISTANCE PROGRAM		53		-				
01-7220-2214 UNIFORMS & CLOTHING	3,500	4,793	3,500	-	-	3,500	-	
01-7220-2218 FIRST AID/SAFETY EQUIPMENT	3,000	917	3,000	-	-	2,000	(33)	
01-7220-2219 AQUATIC MANUALS/EXAMS	10,000	8,804	9,500	(500)	(5)	9,500	-	
01-7220-2230 AQUATICS - AWARDS	2,500	3,469	2,700	200	8	2,700	-	
01-7220-2260 TRAINING/PD AQUATICS	6,100	3,372	5,900	(200)	(3)	6,100	3	

	2019	2019	2020	BUDGET	BUDGET	PROJECTION	
				CHANGE	CHANGE	2021	CHANGE
				\$	%	Projection	%
PARKS & RECREATION	Approved	Actuals	Proposed				
01-7220-2263 AQUATIC PROGRAMS SUPPLIES	19,300	8,374	4,100	(15,200)	(79)	4,100	-
01-7220-2264 AQUATICS-MARKETING/PROMOTION	2,200	1,454	2,200	-	-	1,100	(50)
01-7220-2266 STATIONERY/COPYING	2,900	2,583	2,900	-	-	2,900	-
01-7220-3212 TELEPHONE	1,600	746	1,800	200	13	1,800	-
01-7220-3525 CONTRACT STAFF	6,000	5,863	6,000	-	-	4,300	(28)
Total 7220 Aquatic - Programs	218,800	171,046	281,700	62,900	29	296,800	5
7300 Recreation Administration							
01-7300-0521 ONTARIO CONDITIONAL GRANTS	(2,400)	(859)	(3,900)	(1,500)	63		(100)
01-7300-0579 MISC. FEES/CHAMBER OF COMMERCE FEES		(291)		-			
01-7300-0641 DUPLICATING SERVICES	(2,800)	(2,741)	(3,200)	(400)	14	(2,800)	(13)
01-7300-0643 EQUIPMENT RENTAL CHARGES	(100)	(81)	(100)	-	-	(100)	-
01-7300-1110 REGULAR SALARIES	116,500	118,183	108,400	(8,100)	(7)	110,600	2
01-7300-1111 PART-TIME SALARIES	22,500	17,887	23,000	500	2	23,500	2
01-7300-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(2,253)		-			
01-7300-1510 EMPLOYEE BENEFITS	37,500	35,661	36,600	(900)	(2)	37,300	2
01-7300-1516 WSIB	4,100	5,966	3,900	(200)	(5)	4,000	3
01-7300-1519 EMPLOYEE ASSISTANCE PROGRAM		80		-			
01-7300-2110 OFFICE EQUIPMENT/FURNITURE	1,500	476	1,500	-	-	1,500	-
01-7300-2130 OFFICE & STATIONERY SUPPLIES	4,000	3,881	4,000	-	-	4,000	-
01-7300-3110 PROF.DEV/TRAINING/TRAVEL	6,200	5,129	8,400	2,200	35	6,400	(24)
01-7300-3128 SUBSCRIPTIONS & MEMBERSHIPS	500		500	-	-	500	-
01-7300-3132 HERITAGE COMMITTEE	3,300	2,836	4,500	1,200	36	4,500	-
01-7300-3133 AGE FRIENDLY COMMITTEE	7,100	4,427	9,800	2,700	38	5,700	(42)
01-7300-3210 POSTAGE & FAX	600	350	600	-	-	600	-
01-7300-3212 TELEPHONE	3,600	2,836	3,600	-	-	3,600	-
01-7300-3215 PRINTING & ADVERTISING	7,600	6,128	7,600	-	-	6,500	(14)
01-7300-3310 AUDIT SERVICE	3,300	3,564	3,600	300	9	3,700	3
01-7300-3325 COMPUTER SERVICES/SUPPLIES	2,500	1,297	2,500	-	-	2,500	-
01-7300-3513 PHOTOCOPIER RENT/MTCE CONTRACT	3,300	1,462	3,300	-	-	3,300	-
01-7300-4110 ACTIVENET SERVICE CHARGES	22,000	21,006	22,000	-	-	22,000	-
01-7300-4410 CASHIERS OVER/SHORT-RECR.							
01-7300-5210 TCA PURCHASES	11,000			(11,000)	(100)		
01-7300-5213 TRANSFER TO RESERVE	500	482	500	-	-	500	-
Total 7300 Recreation Administration	252,300	225,426	237,100	(15,200)	(6)	237,800	0
7320 Recreation Programs - Daycamp							
01-7320-0511 CANADA CONDITIONAL GRANT	(3,100)	(1,960)	(2,000)	1,100	(35)	(2,000)	-
01-7320-0567 FUNDRAISING	(1,100)	(858)	(1,100)	-	-	(1,100)	-
01-7320-0579 MISC FEES/CHARGES	(2,300)	(2,262)	(2,300)	-	-	(2,300)	-
01-7320-0586 GENERAL REGISTRATIONS	(92,000)	(77,304)	(80,100)	11,900	(13)	(80,100)	-
01-7320-1110 REGULAR SALARIES	20,900	2,614	21,400	500	2	21,800	2
01-7320-1111 PART-TIME SALARIES	86,100	70,438	81,700	(4,400)	(5)	83,300	2
01-7320-1112 OVERTIME (TIME & HALF)		1,592		-			
01-7320-1152 WAGE ACCRUAL(ANN.ADJ.AUDIT)		(24)		-			
01-7320-1510 EMPLOYEE BENEFITS	11,300	5,617	12,600	1,300	12	12,900	2
01-7320-1516 WSIB	3,400	1,875	3,200	(200)	(6)	3,300	3
01-7320-2229 MATERIALS	2,300	1,167	2,300	-	-	2,300	-
01-7320-2233 GENERAL SUPPLIES & EQUIPMENT	13,500	9,259	12,100	(1,400)	(10)	12,100	-
01-7320-3146 STAFF TRAINING/DEVELOPMENT	2,100	3,119	2,100	-	-	2,100	-
01-7320-3525 CONTRACT STAFF	16,000	3,894	8,700	(7,300)	(46)	8,700	-
01-7320-3529 PROGRAM ACTIVITIES	3,400	5,149	3,400	-	-	3,400	-
Total 7320 Recreation Programs - Daycamp	60,500	22,316	62,000	1,500	2	64,400	4
7321 Recreation Programs - Special Events							
01-7321-0511 CANADA CONDITIONAL GRANT	(1,500)	(1,500)	(1,500)	-	-	(1,500)	-
01-7321-0579 FEES/MISC. CHARGES	(500)		(500)	-	-	(500)	-
01-7321-0941 TRANSFER FR D.I.A. BOARD	(1,000)	(1,000)	(1,000)	-	-	(1,000)	-
01-7321-1110 REGULAR SALARIES	6,400	2,517	3,500	(2,900)	(45)	3,600	3
01-7321-1510 EMPLOYEE BENEFITS	1,500	378	1,000	(500)	(33)	1,000	-
01-7321-1516 WSIB	200		100	(100)	(50)	100	-
01-7321-2233 GENERAL SUPPLIES & EQUIPMENT	5,000	4,518	5,000	-	-	5,000	-
Total 7321 Recreation Programs - Special Events	10,100	4,913	6,600	(3,500)	(35)	6,700	2

					PROJECTION		
	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE
	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%
PARKS & RECREATION				\$	%		%
7322 Recreation General Programs							
01-7322-0586 GENERAL REGISTRATIONS	(23,000)	(28,739)	(24,500)	(1,500)	7	(24,500)	-
01-7322-1110 REGULAR SALARIES	15,600	4,562	14,900	(700)	(4)	15,200	2
01-7322-1111 PART-TIME SALARIES	10,600	11,495	10,300	(300)	(3)	10,500	2
01-7322-1112 OVERTIME (TIME & HALF)		374		-			
01-7322-1152 WAGE ACCRUAL(ANN.ADJ.AUDIT)		(175)		-			
01-7322-1510 EMPLOYEE BENEFITS	4,300	1,712	5,100	800	19	5,200	2
01-7322-1516 WSIB	800		800	-	-	800	-
01-7322-2229 PROJECTS/RESOURCES/SUPPLIES	5,900	6,206	5,200	(700)	(12)	5,900	13
01-7322-3525 FITNESS INSTRUCTORS	800	4,526	3,000	2,200	275	3,000	-
Total 7322 Recreation General Programs	15,000	(39)	14,800	(200)	(1)	16,100	9
7323 Recreation Programs - Senior Games							
01-7323-0586 GENERAL REGISTRATIONS	(2,100)	(1,355)	(1,600)	500	(24)	(1,600)	-
01-7323-1110 REGULAR SALARIES	2,400	252	3,000	600	25	3,100	3
01-7323-1111 PART-TIME SALARIES	1,400	1,136	1,400	-	-	1,400	-
01-7323-1510 EMPLOYEE BENEFITS	800	196	1,100	300	38	1,100	-
01-7323-1516 WSIB	100		100	-	-	100	-
01-7323-3627 SUPPLIES/SITES/PROMO	2,100	1,604	1,600	(500)	(24)	1,600	-
Total 7323 Recreation Programs - Senior Games	4,700	1,833	5,600	900	19	5,700	2
7400 Capital Assets							
01-7400-6000 AMORTIZATION EXPENSE - TCA	459,700		465,200	5,500	1	465,200	-
01-7400-6100 CHANGE IN INVESTMENT IN CAPITAL ASSETS	(459,700)		(465,200)	(5,500)	1	(465,200)	-
Total 7400 Capital Assets				-			
7410 Facilities - Administration							
01-7410-0518 DONATIONS- (Pledges for P & H Centre 2011 on		(1,315)		-			
01-7410-0519 WALKING TRACK REVENUE	(900)	(399)	(700)	200	(22)	(700)	-
01-7410-0579 FEES/MISC. CHARGES		(110)		-			
01-7410-1110 REGULAR SALARIES	23,000	52,742	23,800	800	3	24,300	2
01-7410-1111 PART-TIME SALARIES		3,351		-			
01-7410-1112 OVERTIME (TIME & HALF)		29		-			
01-7410-1125 MEAL ALLOWANCES (UNION)	6,400	3,906	4,800	(1,600)	(25)	4,800	-
01-7410-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(5,512)		-			
01-7410-1510 EMPLOYEE BENEFITS	6,100	18,285	6,300	200	3	6,400	2
01-7410-1516 WSIB	700	8,342	700	-	-	700	-
01-7410-1519 EMPLOYEE ASSISTANCE PROGRAM		133		-			
01-7410-2214 UNIFORMS & CLOTHING	3,400	1,556	3,400	-	-	3,400	-
01-7410-3110 PROF.DEV/TRAINING/TRAVEL	6,900	2,708	8,700	1,800	26	6,500	(25)
01-7410-3128 SUBSCRIPTIONS & MEMBERSHIPS	1,000	930	1,000	-	-	1,000	-
01-7410-3212 TELEPHONE	2,700	1,941	2,700	-	-	2,700	-
01-7410-3215 PRINTING & ADVERTISING	1,600	1,020	1,600	-	-	1,600	-
01-7410-3319 CAPAC/PRO FEES	300	232	300	-	-	300	-
01-7410-3544 ELEVATOR SERVICE CONTRACT	4,600	4,963	4,900	300	7	4,900	-
01-7410-3710 INSURANCE (GENERAL)	21,000	29,756	34,000	13,000	62	35,000	3
01-7410-4220 INTEREST PAYMENT ON LOAN	24,600	18,787	20,900	(3,700)	(15)	17,100	(18)
01-7410-5210 TCA PURCHASES			26,000	26,000		108,000	315
01-7410-5230 PRINCIPAL PAYMENTS-LONG TERM DEBT	145,300	108,605	148,900	3,600	2	152,800	3
Total 7410 Facilities - Administration	246,700	249,950	287,300	40,600	16	368,800	28
7411 Facilities - Lions Den Room							
01-7411-0611 LIONS DEN ROOM	(11,000)	(9,882)	(11,000)	-	-	(11,000)	-
01-7411-0613 BOARD ROOM	(3,500)	(2,532)	(3,500)	-	-	(3,500)	-
01-7411-0663 SOP EVENTS	(2,200)	(2,643)	(2,200)	-	-	(2,200)	-
01-7411-1110 REGULAR SALARIES	3,700	3,263	3,700	-	-	3,800	3
01-7411-1111 PART-TIME SALARIES	5,100	6,309	5,200	100	2	5,300	2
01-7411-1112 OVERTIME (TIME & HALF)		235		-			
01-7411-1113 OVERTIME (DOUBLE)		160		-			
01-7411-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(299)		-			
01-7411-1510 EMPLOYEE BENEFITS	1,800	1,684	1,800	-	-	1,800	-
01-7411-1516 WSIB	300		300	-	-	300	-
01-7411-2213 CLEANING/JANITORIAL SUPPLIES	300	255	300	-	-	300	-
01-7411-3421 MULTI-PURPOSE ROOM MTCE/REPAIRS	500	657	500	-	-	500	-

							PROJECTION	
	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE	
	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%	
PARKS & RECREATION				\$	%			
01-7411-3715 HYDRO (HEATING)	4,500	3,674	4,600	100	2	4,700	2	
01-7411-3716 HYDRO (GENERAL SERVICE) #1	4,500	3,674	4,600	100	2	4,700	2	
Total 7411 Facilities - Lions Den Room	4,000	4,555	4,300	300	8	4,700	9	
7412 Facilities - Arena Winter Operations								
01-7412-0511 CANADA CONDITIONAL GRANTS		(1,900)		-				
01-7412-0579 MISC. REVENUE	(700)			700	(100)			
01-7412-0582 PUBLIC ICE SKATING ADMISSIONS	(5,000)	(7,832)	(6,000)	(1,000)	20	(6,000)	-	
01-7412-0596 ADVERTISING- DISPLAY PANELS	(14,000)	(11,216)	(14,000)	-	-	(14,000)	-	
01-7412-0597 ADVERTISING- SCOREBOARD	(1,500)	(1,535)	(1,500)	-	-	(1,500)	-	
01-7412-0621 ICE SURFACE-H.M.H.A.	(97,000)	(94,460)	(97,500)	(500)	1	(97,500)	-	
01-7412-0622 ICE SURFACE-H.D.F.S.C.	(11,000)	(11,832)	(11,500)	(500)	5	(11,500)	-	
01-7412-0623 ICE SURFACE-H.M.R.A.	(12,000)	(11,485)	(12,500)	(500)	4	(12,500)	-	
01-7412-0624 ICE SURFACE-BARONS HOCKEY TEAM	(11,500)	(10,435)	(10,500)	1,000	(9)	(10,500)	-	
01-7412-0628 ICE SURFACE-PRIVATE RENTALS	(35,500)	(28,248)	(33,000)	2,500	(7)	(33,000)	-	
01-7412-1110 REGULAR SALARIES	112,100	100,340	115,000	2,900	3	117,300	2	
01-7412-1111 PART-TIME SALARIES	44,000	38,911	46,300	2,300	5	47,200	2	
01-7412-1112 OVERTIME (TIME & HALF)	2,100	1,891	2,200	100	5	2,200	-	
01-7412-1113 OVERTIME (DOUBLE)		818		-				
01-7412-1152 WAGE ACCRUAL(ANN.ADJ.AUDIT)		(4,560)		-				
01-7412-1510 EMPLOYEE BENEFITS	38,300	34,971	39,000	700	2	39,800	2	
01-7412-1516 WSIB	4,900		5,100	200	4	5,200	2	
01-7412-2213 CLEANING/JANITORIAL SUPPLIES	5,500	4,583	5,500	-	-	5,500	-	
01-7412-2519 WATER TREATMENT	1,000		1,000	-	-	1,000	-	
01-7412-3420 ARENA MTCE/REPAIRS	36,700	35,462	31,900	(4,800)	(13)	25,900	(19)	
01-7412-3422 ICE PLANT MTCE/REPAIRS	10,500	32,286	11,500	1,000	10	10,500	(9)	
01-7412-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	3,000	2,907	3,000	-	-	3,000	-	
01-7412-3712 WATER/SEWAGE	4,000	4,270	5,000	1,000	25	5,000	-	
01-7412-3713 GAS (HEATING)	18,500	7,392	18,500	-	-	18,500	-	
01-7412-3715 HYDRO (HEATING)	18,000	14,696	18,400	400	2	18,600	1	
01-7412-3716 HYDRO (GENERAL SERVICE) #1	18,000	14,696	18,400	400	2	18,600	1	
01-7412-3717 HYDRO (ICE PLANT)	63,000	51,436	64,400	1,400	2	65,000	1	
Total 7412 Facilities - Arena Winter Operations	191,400	161,156	198,700	7,300	4	196,800	(1)	
7413 2010 Olympia Ice Resurfacers								
01-7413-2410 FUEL/OPERATIONS	2,500	4,491	3,100	600	24	3,100	-	
Total 7413 2010 Olympia Ice Resurfacers	2,500	4,491	3,100	600	24	3,100	-	
7414 Facilities - Arena Summer Operations								
01-7414-0612 ARENA	(6,000)	(7,308)	(5,000)	1,000	(17)	(5,000)	-	
01-7414-1110 REGULAR SALARIES	75,700	52,457	77,400	1,700	2	78,900	2	
01-7414-1111 PART-TIME SALARIES	22,500	20,785	22,900	400	2	23,400	2	
01-7414-1112 OVERTIME (TIME & HALF)	1,300	532	1,400	100	8	1,400	-	
01-7414-1113 OVERTIME (DOUBLE)		363		-				
01-7414-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(83)		-				
01-7414-1510 EMPLOYEE BENEFITS	26,100	18,226	26,400	300	1	26,900	2	
01-7414-1516 WSIB	3,100		3,200	100	3	3,300	3	
01-7414-2213 CLEANING/JANITORIAL SUPPLIES	4,000	3,310	4,000	-	-	4,000	-	
01-7414-3420 ARENA MTCE/REPAIRS	21,100	24,565	21,100	-	-	29,100	38	
01-7414-3623 MACHINERY RENTAL-"TOWN EQUIPMENT"	700	1,145	700	-	-	700	-	
01-7414-3716 HYDRO (GENERAL SERVICE) #1	22,500	18,370	23,000	500	2	23,200	1	
Total 7414 Facilities - Arena Summer Operations	171,000	132,362	175,100	4,100	2	185,900	6	
7415 Facilities - Concession Booth/Vending Machines								
01-7415-0591 VENDOR COMMISSIONS	(4,800)	(5,043)	(4,800)	-	-	(4,800)	-	
01-7415-0661 CONCESSION BOOTH	(4,000)	(6,179)	(4,000)	-	-	(4,000)	-	
01-7415-0662 VENDING MACHINES	(5,000)	(4,616)	(5,000)	-	-	(5,000)	-	
01-7415-2226 CONCESSION BOOTH SUPPLIES	900	4,335	1,800	900	100	1,800	-	
01-7415-2227 VENDING MACHINE SUPPLIES	3,200	3,544	4,000	800	25	4,000	-	
01-7415-4410 CASHIER OVER/SHORT-CONCESSION								
Total 7415 Facilities - Concession Booth/Vending Machines	(9,700)	(7,959)	(8,000)	1,700	(18)	(8,000)	-	
Total Parks & Recreation	2,076,100	1,438,046	2,000,900	(75,200)	(4)	2,233,600	12	

Hanover Public Library



Staffing Complement of 7 FTE includes :

- 1 CEO/Chief Librarian
- 1 Full-time Assistant Librarian
- 0.8 Part-time Assistant Librarian
- 2.5 Part-time Library Customer Service Assistants
- 0.7 Part-time Children & Youth Librarian
- 0.9 Part-time Library Pages
- 0.3 Donor funded Computer Helper

A Visit Will Get You Thinking.

Our library is a welcoming upbeat community hub, enhancing the quality of life for all, empowering everyone to reach their potential through access to resources & activities for relaxation & lifelong learning.

We work hard every day to reach the people in our community and consider their needs. We evolve and grow, introducing new programming and providing cultural, educational and enjoyable events and resources to meet those needs and enhance their lives.

The people of Hanover love our library. In a 2019 survey, satisfaction with library activities topped the list of cultural, recreational, and heritage events, at 92% satisfaction. (Town of Hanover Cultural Plan *What We Heard Report* – Telephone survey findings).

Our library contributes to the life, vitality and identity of our community, and to specific strategic goals of the Town, especially those in the Cultural Plan. The library already partners with local individuals and groups like the Saugeen Artists Guild to foster innovation and provide services that support the incubation of cultural ideas and expression. We display works of art, support theatre and camp activities, and engage people with our art and craft workshops. We encourage discovery and learning about our community identity and local heritage, and we curate a collection of unique local history resources. We collaborate with local artists and creators to provide individuals of all ages with rich opportunities to learn new creative skills. We cultivate literary culture through author talks and writing workshops.

Every day, we create an environment for collaboration and communication, and we invite residents to engage and participate in cultural activities. We are the hub - open to everyone, encouraging openness, learning, understanding, communication and mutual appreciation. We actively create events for cross-cultural expression in our TED talks, Coffee with... series, First Nations workshops, displays, speaker events, inter-generational activities and more. Culture happens @ the library!

None of this would be possible without the funding we receive from generous donors and from Federal, Provincial, and especially Municipal governments. Council ensures that the Hanover Public Library Board “receives the resources it needs to provide the community with a quality public library service”. (From *The Municipal Councillor’s Public Library Handbook*.) The board runs the library on behalf of the people of Hanover, spending the funds provided carefully, responsibly, and with clear and tangible benefits to the people we serve.

2019 Programme Highlights

- Increased donations, grants and fundraising revenue
- Created a Fundraising Committee and ran a new one day book sale and silent auction event
- Participated in Culture Days Showcase, Sights and Sounds and other local events
- Increased adult cultural programming and attendance at adult events
- Started new Coffee with ... series highlighting local community leaders and experts
- Started morning TED Talks – short expert talks with time for discussion, to combat isolation and foster discovery, learning, communication and understanding
- Hired part time Computer Helper to provide consistent public service and staff assistance
- Added Ozobots, indoor/outdoor games and puzzles to the lending collection, to encourage healthy family activities, literacy skills, and ongoing mental stimulation for all ages
- Provided all staff with professional development time and access to relevant online training

Goals and Objectives for 2020

1. Active support for the Cultural Plan as the Town moves ahead on those goals
2. Grow the TED Talk audience
3. Create a dementia-friendly collection and build the games and puzzles collection
4. Continue to increase donation revenue through targeted fundraising efforts
5. Run another successful Art Gala Fundraiser event with local artists
6. Understanding that space is limited for all departments and funding is a major consideration, we will bring our Service Model and Space Needs Report consultants back to update our board and council on the report and current situation in the context of Hanover's Cultural Plan, Looking Ahead Strategic Plan, and other future planning

Programme Changes for 2020

- The library wages budget has increased but the new position of Computer Helper is fully funded for this year by a local donor. The expense for core staff has again increased only slightly. This is because of voluntary reduction in hours.
- A reduction in funding from the Province resulted in the loss of the Inter Library Loan courier service across southern Ontario. This is an essential service for smaller libraries like ours. Instead, libraries now pay Canada Post to ship books loaned between libraries, which means our Postage expense must increase from \$200 to \$1,000 for 2020.
- New streaming video service for library members, including award-winning comedies, documentaries, drama, animation, shorts, British series, courses, concerts and music experiences. This brings more learning and cultural resources to our members.

LOOKING AHEAD

Continuing challenges include:

- Lack of space to provide the full range of library services, e.g. a creative maker space
- Reliance on donations to meet needs of our growing community

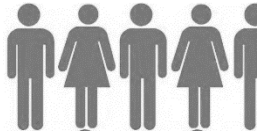
Opportunities include:

- Partnering with the town and local partners to foster cultural discovery and innovation, and to support the heritage and identity of our town
- Building excellent services that meet needs and enhance quality of life, to continue earning a high satisfaction rating from our community
- Continuing strong support from our council

2020 BUDGET vs 2019 BUDGET

							PROJECTION	
	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE	
	Approved	Actuals	Proposed	CHANGE	CHANGE			
			\$	%	Projection	%		
HANOVER PUBLIC LIBRARY								
7910 Hanover Public Library								
11-7910-0511 CANADA CONDITIONAL GRANTS		(11,906)		-				
11-7910-0516 FINES & FEES	(12,800)	(8,886)	(10,000)	2,800	(22)	(12,800)	28	
11-7910-0518 DONATIONS	(15,500)	(50,401)	(18,000)	(2,500)	16	(15,500)	(14)	
11-7910-0521 ONTARIO CONDITIONAL GRANTS	(14,300)	(3,600)	(14,300)	-	-	(14,300)	-	
11-7910-0559 BAG TAGS	(300)	(259)	(300)	-	-	(300)	-	
11-7910-0579 FEES/MISC. CHARGES	(1,700)	(883)	(1,000)	700	(41)	(1,700)	70	
11-7910-0591 GALA FUNDRAISER			(7,500)	(7,500)			(100)	
11-7910-0641 DUPLICATING SERVICES	(5,000)	(4,175)	(5,000)	-	-	(5,000)	-	
11-7910-0643 EQUIPMENT RENTAL CHARGES		(9)		-				
11-7910-0690 PROGRAM ACTIVITIES	(4,500)	(3,307)	(4,500)	-	-	(4,500)	-	
11-7910-0922 MONTHLY BANK INTEREST	(2,000)	(3,870)	(4,000)	(2,000)	100	(2,000)	(50)	
11-7910-0934 TRANSFER FROM RESERVES			(12,700)	(12,700)			(100)	
11-7910-0945 TRANSFER FROM TOWN OF HANOVER	(555,400)	(509,117)	(568,100)	(12,700)	2	(573,200)	1	
11-7910-0957 SALE OF SOUVENIERS(BOOKS-MUGS)		(40)		-				
11-7910-1110 REGULAR SALARIES	140,500	124,257	142,200	1,700	1	145,000	2	
11-7910-1111 PART-TIME SALARIES	193,800	169,526	204,500	10,700	6	208,600	2	
11-7910-1122 STIPENDS-BOARDS,COMMISS,COMM.	2,800	70	2,100	(700)	(25)	2,800	33	
11-7910-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(4,643)		-				
11-7910-1510 EMPLOYEE BENEFITS	58,400	52,640	60,300	1,900	3	61,500	2	
11-7910-1516 WSIB	1,000	706	1,000	-	-	1,000	-	
11-7910-1519 EMPLOYEE ASSISTANCE PROGRAM (EAP)		53		-				
11-7910-2110 OFFICE EQUIPMENT PURCHASE	1,500	304	1,500	-	-	1,500	-	
11-7910-2233 GENERAL SUPPLIES & EQUIPMENT	1,300	745	1,300	-	-	1,300	-	
11-7910-2234 GALA FUNDRAISER			2,500	2,500			(100)	
11-7910-2236 ELECTRONIC RESOURCES/SUBSCRIPTIONS	4,500	4,406	6,100	1,600	36		(100)	
11-7910-2237 MISC. LENDING MATERIALS		699	500	500			(100)	
11-7910-2238 PERIODICALS	4,200	3,199	3,800	(400)	(10)	4,200	11	
11-7910-2250 MATERIAL SUPPLIES & EQUIPMENT	2,700	2,088	2,800	100	4	2,700	(4)	
11-7910-2252 PHOTOCOPIER SUPPLIES	400	499	500	100	25	400	(20)	
11-7910-2253 COMP-HD/ST ONLINE/SUPPLY	3,200	2,698	3,200	-	-	3,200	-	
11-7910-3110 PROF.DEV/TRAINING/TRAVEL	5,100	4,412	5,100	-	-	5,100	-	
11-7910-3128 SUBSCRIPTIONS & MEMBERSHIPS	400	483	400	-	-	400	-	
11-7910-3210 POSTAGE & FAX	200	353	1,000	800	400	200	(80)	
11-7910-3212 TELEPHONE	2,300	2,058	2,400	100	4	2,300	(4)	
11-7910-3214 PAPER & FORMS	200	418	300	100	50	200	(33)	
11-7910-3215 PRINTING & ADVERTISING	2,800	1,892	2,400	(400)	(14)	2,800	17	
11-7910-3220 INTERNET SERVICE PROVIDER	900	687	900	-	-	900	-	
11-7910-3310 AUDIT SERVICE	1,800	1,782	1,800	-	-	1,800	-	
11-7910-3316 ILS SUPPORT & UPGRADES	4,500	4,477	4,500	-	-	4,500	-	
11-7910-3413 GENERAL EQUIPMENT MTCE/REPAIRS	200	2,661	200	-	-	200	-	
11-7910-3513 PHOTOCOPIER RENT/MTCE CONTRACT	2,700	2,107	2,700	-	-	2,700	-	
11-7910-3529 PROGRAM ACTIVITIES	4,500	3,219	4,500	-	-	4,500	-	
11-7910-3615 MUNICIPAL OFFICE COMPUTER FEES	2,800	2,800	2,900	100	4	2,800	(3)	
11-7910-3627 CONSULTING SERVICES	2,500		9,000	6,500	260		(100)	
11-7910-3710 INSURANCE (GENERAL)	1,400	1,252	1,400	-	-	1,400	-	
11-7910-3721 LEASE OF LIBRARY SPACE	120,200	109,817	122,600	2,400	2	122,600	-	
11-7910-3880 DONOR WALL SIGNAGE	200	262	1,300	1,100	550	200	(85)	
11-7910-4121 VISA/MASTERCARD/INTRAC FEES	200	126	200	-	-	200	-	
11-7910-4410 CASHIER OVER/SHORT				-				
11-7910-5211 BOOKS	35,800	27,743	35,800	-	-	35,800	-	
11-7910-5212 AUDIO	3,200	2,864	3,200	-	-	3,200	-	
11-7910-5213 TRANSFER TO RESERVES		23,354	5,000	5,000			(100)	
11-7910-5214 DVD's	5,300	3,965	5,500	200	4	5,300	(4)	
11-7910-6000 AMORTIZATION EXPENSE - TCA	37,200		39,400	2,200	6	39,400	-	
11-7910-6100 CHANGE IN INVESTMENT IN CAPITAL ASSETS	(37,200)		(39,400)	(2,200)	6	(39,400)	-	
Total 7910 Hanover Public Library	-	(42,474)	-	-	-	-	-	

Building / Planning / By-law Enforcement



Staffing Complement Includes:

- 1 Director of Development/CBO
- 1 CBO/EDC Administrative Assistant
- 1 Part-Time Building Inspector
- 1 Municipal Law Enforcement Officer
- 1 Seasonal Crossing Guards

Planning and Building Services is a multi-disciplinary team of Building Officials, By-law Enforcement Officers, and support staff responsible for providing land use planning advice; developing and implementing land use policies, regulations and approvals; reviewing and making recommendations on new development proposals; enforcing the Ontario Building Code and various municipal by-laws; and overseeing the Town's Crossing Guards.

2019 Program Highlights

- Provided planning and development recommendations to Council and ensured a livable, vibrant and sustainable community, completion of Phase One for Scoped Comprehensive Review.
- Approved 111 permits for various construction projects valued at \$8,959,905 and collected \$111,466.25 in permit fees from January to mid-November.
- Completion and final inspection for the new John Diefenbaker Senior School.
- Completion of new 2nd location for Tim Hortons and completed a revised Site Plan for the Hanover Mall.
- Demolition of Frasers on 2nd to permit construction of a new gas bar/convenience store/restaurant facility.
- Cedar East Heights Subdivision has commenced site services and grading.
- Processed Zoning By-law Amendments, Minor Variances and Consent Applications through the Planning Advisory Committee and Committee of Adjustment.

Goals and Objectives for 2020

1. Continue to review and approve development applications and permits in a timely manner, and follow-up inspections.
2. Complete a review of the Town's new Comprehensive Zoning By-law and present Council with a housekeeping by-law to correct and updating the existing provisions.
3. Continue to work with CAO/Clerk, County and neighbouring municipalities to acquire more developable land.
4. Completing services and commence new home construction in Cedar East Heights Subdivision
5. Cedarcrest Trout Farms / Ripple Farms new 10,000 square foot aquacultural facility for the growing of cannabis products.
6. New Hanover Raceway Administration and Café building to replace existing portable facilities located in the back stretch south of the track.
7. Revera Inc. to construct a new 128-bed LTC facility, starting in Spring of 2020 with completion in 2021.

8. Cedar West Heights Subdivision will commence negotiations for a Subdivision Agreement to construct a new subdivision with 80 detached dwellings and 13 townhouse dwellings.
9. Commence with Phase Two of the Scoped Comprehensive Review for Growth.

Program Changes for 2019

- The Planning and Building Department will continue to provide the same level of services as last year, but may need some additional resources if the commercial development activity continues to grow. We anticipate the same or lower residential development based on 2019 activity, primarily because of the increased housing costs.

LOOKING AHEAD

- Secondary Plan to the Town's Official Plan

2020 BUDGET vs 2019 BUDGET

							PROJECTION	
	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE	
	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%	
BUILDING & PLANNING				\$	%		%	
2400 Building								
01-2400-0821 BUILDING/SIGN PERMITS	(420,000)	(111,301)	(345,000)	75,000	(18)	(120,000)	-65	
01-2400-0880 ZONING COMPLIANCE FEE	(3,000)	(2,400)	(3,000)	0		(3,000)		
01-2400-1110 REGULAR SALARIES	195,000	172,466	199,400	4,400	2	203,400	2	
01-2400-1152 WAGE ACCRUAL(ANN.ADJ./AUDIT)		(836)						
01-2400-1510 EMPLOYEE BENEFITS	45,600	41,078	46,400	800	2	47,300	2	
01-2400-1516 WSIB	5,700	5,135	5,800	100	2	5,900	2	
01-2400-1519 EMPLOYEE ASSISTANCE PROGRAM		80		0				
01-2400-2130 OFFICE & STATIONERY SUPPLIES	1,200	595	1,200			1,200		
01-2400-2214 UNIFORMS & CLOTHING	500		500			500		
01-2400-2410 VEHICLE EXPENSES	3,500	2,071	3,600	100		3,600		
01-2400-3110 PROF.DEV./TRAINING/TRAVEL	10,500	12,727	8,500	(2,000)	(19)	8,500		
01-2400-3128 SUBSCRIPTIONS & MEMBERSHIPS	2,000	1,480	2,000			2,000		
01-2400-3212 TELEPHONE	1,600	1,351	1,600			1,600		
01-2400-3311 LEGAL SERVICE	500		500			500		
01-2400-3325 COMPUTER SERVICES/SUPPLIES	1,000		1,000			1,000		
01-2400-3525 CONTRACT FEE	21,500		21,500	0		21,500		
01-2400-5212 TRANSFER TO RESERVE FUND	170,000		170,000	0	0	30,000	-82	
01-2400-5213 TRANSFER TO RESERVE	2,700	12,674	2,700			2,700		
01-2400-6000 AMORTIZATION EXPENSE - TCA	3,100			-3,100	(100)			
01-2400-6100 CHANGE IN INVESTMENT IN CAPITAL ASSETS	(3,100)			3,100	(100)			
Total 2400 Building	38,300	135,120	116,700	78,400	205	206,700	77	
8100 Planning & Development								
01-8100-0579 FEES/MISC. CHARGES	(16,000)	(12,068)	(16,000)			(16,000)	-	
01-8100-0680 SITE AGREEMENT FEES	(20,000)	(14,614)	(20,000)			(20,000)	-	
01-8100-0934 TRANSFER FROM RESERVES	(137,500)		(100,000)	37,500	(27)		(100)	
01-8100-3110 PROF.DEV./TRAINING/TRAVEL	3,000	1,298	3,000	0	0	3,000	-	
01-8100-3128 SUBSCRIPTIONS & MEMBERSHIPS	500	607	500			500	-	
01-8100-3215 PRINTING & ADVERTISING	7,500	4,471	7,500			7,500	-	
01-8100-3311 LEGAL SERVICES	600		600	0		600	-	
01-8100-3316 CONSULTANTS FEES	151,000	82,203	113,500	(37,500)	(25)	13,500	(88)	
01-8100-3412 GROUNDS/PROPERTY MTCE/IMPROVE.	800	2,544	800	0		800	-	
01-8100-5213 TRANSFER TO RESERVE	10,000		10,000	0	0	10,000	-	
01-8100-6000 AMORTIZATION EXPENSE - TCA			4,000	4,000		4,000	-	
01-8100-6100 CHANGE IN INVESTMENT IN CAPITAL ASSETS			(4,000)	-4,000		(4,000)	-	
Total 8100 Planning & Development	(100)	64,441	(100)	0	0	(100)	-	
8270 Industrial Park								
01-8270-0579 MISC REVENUE								
01-8270-0614 RENTAL (LEASE) FEES	(12,000)	(11,000)	(12,000)			(12,000)		
01-8270-0861 SALE OF LAND	(105,000)	(54,500)	(105,000)	0	0	(105,000)		
01-8270-0934 TRANSFER FROM RESERVES								
01-8270-0936 TRANSFER FROM RESERVE FUND								
01-8270-2711 COST OF INDUSTRIAL LOTS	65,000	6,623	65,000	0	0	65,000		
01-8270-3311 LEGAL SERVICE	2,000	5,234	2,000		0	2,000		
01-8270-3627 BUSINESS PARK DEVELOPMENT		19,053						
01-8270-4127 INTERNAL INTEREST EXPENSE	8,400	8,360	6,400	(2,000)	(24)	4,500	(30)	
01-8270-5212 TRANSFER TO RESERVE FUND								
01-8270-5213 TRANSFER TO RESERVES	92,000	92,000	92,000	0	0	92,000		
01-8270-5710 ACQUIRED LAND FOR RESALE								
Total 8270 Industrial Park	50,400	65,770	48,400	(2,000)	(4)	46,500	(4)	
Total Building & Planning	88,600	265,331	165,000	76,400	86.23	253,100	53.39	

2020 BUDGET vs 2019 BUDGET

						PROJECTION	
	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE
	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%
				\$	%		%
ANIMAL CONTROL							
<u>2420 Canine Control</u>							
01-2420-0810 CAT LICENSE	(200)	(127)	(200)		-	(200)	-
01-2420-0813 DOG LICENSE	(7,000)	(6,552)	(7,000)		-	(7,000)	-
01-2420-2241 DOG TAGS/LICENCES	700	362	700		-	700	-
01-2420-3545 ANIMAL CONTROL CONTRACT	16,000	12,385	16,000		-	16,000	-
Total 2420 Canine Control	9,500	6,068	9,500		-	9,500	-
Total Animal Control	9,500	6,068	9,500	-	-	9,500	-

Economic Development



Staffing Complement Includes:
1 Economic Development Manager

The Economic Development Department guides strategies and recommended actions to leverage local resources to grow the economy, to improve quality of life, and to enhance and strengthen Hanover's position as a regional centre, while creating stronger working relationships with neighbouring municipalities and service providers, for our mutual benefit.

Under the direction of the Chief Administrative Officer/Clerk and advisement of the Economic Development Committee, provides advice and assistance to Council and the citizens of the Town on matters related to economic development and planning for the long term prosperity of the community through a range activities.

2019 Program Highlights

- We finalized development of and approved our Cultural Plan! Hanover's first Cultural Plan is a strategic document that will guide the cultural development of the Town of Hanover for the next five years and beyond. The core vision of the Plan is to develop, enhance and promote cultural resources in the Town of Hanover to the benefit of residents, the creative community, the business sector and visitors. To support the development and begin implementation, we also launched a Culture Days Showcase and Cultural Exchange Event, plus created a Terms of Reference and began recruitment to form a Cultural Roundtable. The goal of the Cultural Roundtable, a new committee of council, is to advocate and support the implementation of the Cultural Plan and the ongoing objective of culture planning for the Town of Hanover.
- We received \$10,000 funding from the Ontario Tourism Development Fund to launch a Hotel Feasibility Study. In June 2019, we retained CBRE Hotels to undertake an Accommodation Needs Study to assess the market and economic potential for a hotel development in Hanover, and to provide recommendations to grow our accommodation network in additional, non-traditional formats.
- We collaborated with the Rural Ontario Institute and received an \$8,000 grant to acquire a municipal intern for youth engagement strategies. In May 2019, the Town of Hanover joined 12 other communities across the province to highlight their own unique approaches to youth engagement, tailored to address needs in the local community. Hanover's approach was to build on the efforts of Launch Pad as well the corporation's strategic planning actions that had identified the desire to retain and engage our local youth (defined as 15 to 29 years of age) by giving them the opportunity to get more involved and have a voice, while celebrating their success.
- Saugeen Connects launched a Student Start-Up Program that supported 41 youth in our region starting 35 businesses. We collaborated with the private sector that sponsored students and offered special opportunities to market their business. As well, the initiative offered training for an additional incentive to grow participating student's knowledge on how to successfully run a business. Saugeen Connects were also presented the Award for Excellence for Community Development by the CFDC (Community Futures Development Ontario) organization.
- The Community Improvement Partnership was granted \$8,000 through OBIAA's Digital Main Street initiative. Digital Main Street is a program and service that helps main street businesses achieve digital transformation. The program is built around an online learning platform, structured training programs, and provides support with the use of a Digital Service Squad.
- The sixth intake of the Façade Incentive Program focused on Public Art and granted \$6000 to date that supported the Saugeen Artists Guild adding to the Downtown Street Banner Project, the new Legion Veteran Banner Project, plus a new sign for MicroAge Basics and cosmetic upgrades to Sunlife Financials façade.

- We began creation of a Wayfinding Strategy for the Town. The Strategy will create a directional system that reinforces our sense of place, identity and interconnectedness of our community, and its features, while improving navigability and wayfinding within our borders.
- We gave Hanover.ca website a refresh. A new homepage offers more opportunity to highlight our news, programs/initiatives, resources, and highlights our Community Calendar to promote use amongst our stakeholders. The business directory has also seen a refresh and the overall site has improved accessibility and ease for the end user.

Goals and Objectives for 2018-2022

1. Advance economic development strategies as they relate to **Growth** by providing a framework for how land in the Town and surrounding area can best be utilized to create additional economic opportunities and by identifying actions to provide greater opportunity for growing industrial land, expanding developable land, and promoting collaboration.
2. Advance economic development strategies as they relate to **Demographics** to support initiatives that contribute to workforce/human capital development, retention and attraction.
3. Advance economic development strategies as they relate to **Engagement: Business and Community** to enhance and strengthen Hanover's economy by collaborating and building partnerships, communications and participation.
4. Advance economic development strategies as they relate to **Arts & Culture** to create an environment that supports a thriving economy, enhances quality of life, creates a sense of pride in our community and encourages social cohesion.
5. Advance economic development strategies as they relate to **Tourism** to strengthen and promote cohesion with our attractions by enhancing market readiness and identification of opportunities through product and experience development and support of development that builds tourism partnerships.

Program Changes for 2019

- We will put an emphasis on our attraction efforts. Leveraging the Cultural Plan, we will brand and implement an attraction strategy for people, business and investment in Hanover by exploring the concept of collaborative marketing campaign aimed at attracting targeted demographics.
- We will grow the Façade Incentive Program. Utilizing a Community Improvement Plan toolkit and financial contribution from Grey County, we will direct funds and implement policy initiatives towards specifically defined project areas with the intent to encourage revitalization initiatives and/or stimulate development and redevelopment. Once implemented, the Plan will allow the municipality to provide tax assistance, grants or loans to assist in the revitalization of lands and/or buildings, while also growing and redefining the Community Improvement Project Area.
- Utilizing the newly formed Wayfinding Strategy, we will begin to fabricate easy to read signs to advance route signage, destinations, directions, distance/time and amenities.

LOOKING AHEAD

- We will begin to implement Hanover's Cultural Plan recommendations and continue to grow and support Arts & Culture in Hanover
- We will leverage the Accommodation Needs Assessment to promote growth in our accommodation network
- We will support initiatives that contribute to workforce and human capital development, retention and attraction
- We will undergo engaging our business community through updating our BR&E (Business Retention and Expansion) study

2020 BUDGET vs 2019 BUDGET

ECONOMIC DEVELOPMENT	PROJECTION						
	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE
	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%
				\$	%		%
8200 Economic Development							
01-8200-0521 ONTARIO CONDITIONAL GRANTS	(38,400)	(15,500)	(53,900)	(15,500)	40		(100)
01-8200-0551 OTHER GRANTS			(20,000)	(20,000)		(20,000)	-
01-8200-0578 PROMOTIONAL MATERIAL-HATS/TOWELS/SHIRT		(100)		0			
01-8200-0579 MISC FEES/DONATIONS	(2,000)	(5,273)	(2,000)	0	-	(2,000)	-
01-8200-0934 TRANSFERS FROM RESERVES	(29,400)		(51,900)	(22,500)	77		(100)
01-8200-0941 TRANSFER FROM DIA BOARD	(6,000)	(6,000)	(6,000)	0	-	(6,000)	-
01-8200-1110 REGULAR SALARIES	72,600	73,177	75,700	3,100	4	77,200	2
01-8200-1122 STIPENDS-BOARDS,COMMISS,COMM.							
01-8200-1152 WAGE ACCRUAL(ANN.ADJ.AUDIT)		(308)					
01-8200-1510 EMPLOYEE BENEFITS	20,700	19,625	21,300	600	3	21,700	2
01-8200-1516 WSIB	2,300	1,968	2,400	100	4	2,400	-
01-8200-1519 EMPLOYEE ASSISTANCE PROGRAM		27		0			
01-8200-3110 PROF.DEV/TRAINING/TRAVEL	4,500	4,034	5,000	500	11	5,000	-
01-8200-3128 SUBSCRIPTIONS & MEMBERSHIPS	2,800	2,003	2,800		-	2,800	-
01-8200-3140 TRADE FAIRS	500	356	500	0	-	500	-
01-8200-3212 TELEPHONE	600	838	700	100	17	700	-
01-8200-3215 PRINTING & ADVERTISING	11,000	10,043	11,000	0	-	11,000	-
01-8200-3230 COMMUNITY IMPROVEMENT PARTNERSHIP (CIP)	12,500	12,796	12,500		-	12,500	-
01-8200-3232 WW WEBSITE (MAINTENANCE)	4,000	7,017	3,000	(1,000)	(25)	3,000	-
01-8200-3233 INITIATIVES/SPONSORSHIPS	27,500	8,839	34,000	6,500	24	21,500	(37)
01-8200-3234 RADIO ADVERTISING	6,000	3,526	6,000		-	6,000	-
01-8200-3307 INSURANCE CLAIM SETTLEMENTS							
01-8200-3316 CONSULTANTS	56,000	18,727		(56,000)	(100)		
01-8200-3627 MARKETING & BRANDING	47,300	16,794	141,900	94,600	200	82,500	(42)
01-8200-5210 TCA PURCHASES	20,000			(20,000)	(100)		
01-8200-5213 TRANSFER TO RESERVES							
01-8200-5214 TRANSFER TO YATC	100,000	100,000	100,000		-	100,000	-
Total 8200 Economic Development	312,500	252,589	283,000	(29,500)	(9)	318,800	13

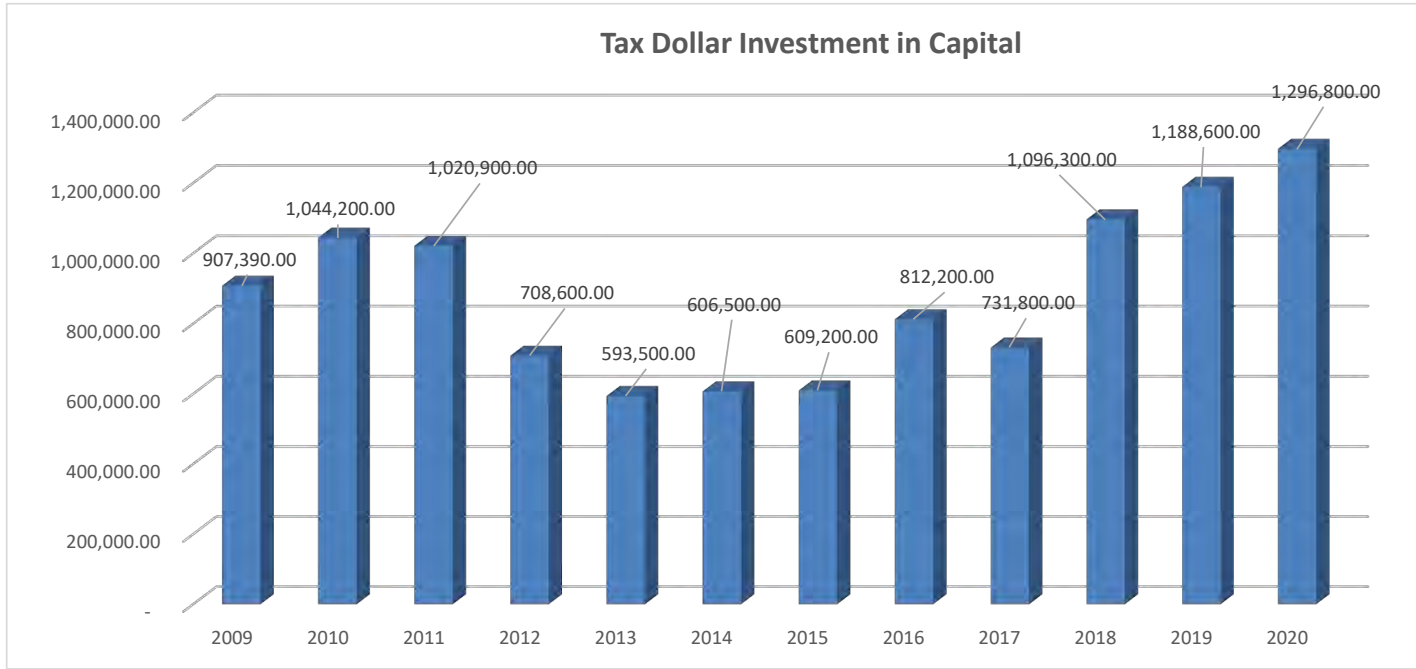
2020 BUDGET vs 2019 BUDGET

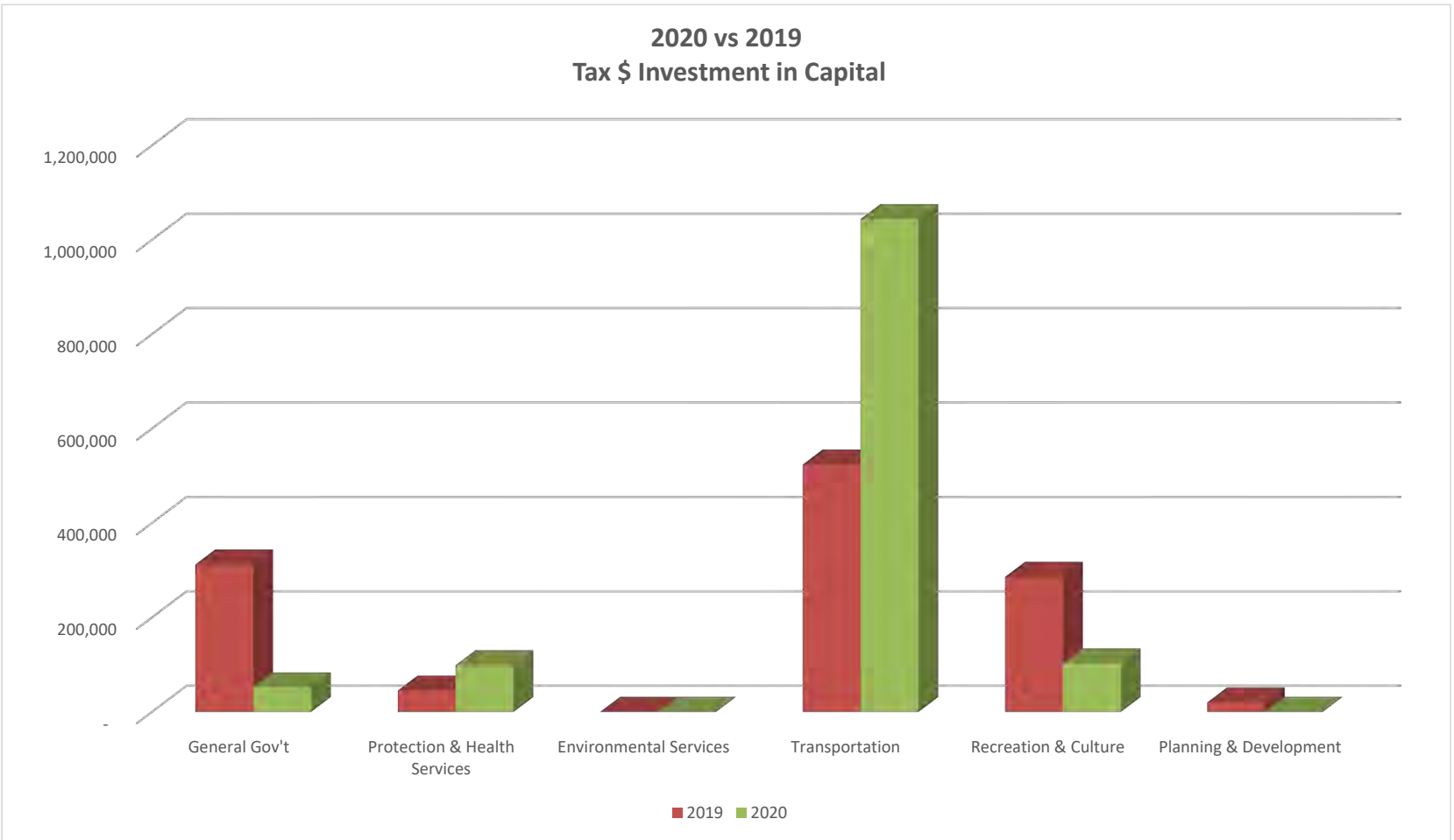
							PROJECTION	
	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE	
	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%	
OTHER				\$	%			
<u>2300 Saugeen Valley Conservation Authority</u>								
01-2300-6120 TRANSFER TO S.V.C.A.	112,600	112,611	113,500	900	1	114,600	1	
Total 2300 Saugeen Valley Conservation Authority	112,600	112,611	113,500	900	1	114,600	1	
<u>3850 Saugeen Municipal Airport</u>								
01-3850-5213 TRANSFER TO RESERVE	3,000	3,000	3,000			3,000		
01-3850-5216 SMA-AIRPORT-(HANOVER-31.19%)	43,200	42,896	50,000	6,800	16	50,900	2	
Total 3850 Saugeen Municipal Airport	46,200	45,896	53,000	6,800	15	53,900	2	
<u>3900 SMART Transit</u>								
01-3900-5218 TRANS.TO SMART (Transit Corp)	137,100	137,055	161,000	23,900	17	173,500	8	
Total 3900 SMART Transit	137,100	137,055	161,000	23,900	17	173,500	8	
Total Other	295,900	295,562	327,500	31,600	10.68	342,000	4	

**CAPITAL BUDGETS
2020 vs 2019**

Dept.	Attributable to Revenue Fund			Attributable to Water/Sewer Rates			Attributable to Reserves			Attributable to Grants/Other			TOTAL		
	2020	2019	% Incr.	2020	2019	% Incr.	2020	2019	% Incr.	2020	2019	% Incr.	2020	2019	% Incr.
Administration	28,500	53,000								1,500			30,000	53,000	
Civic Centre		235,000											-	265,000	
140 7th Ave (EMS Bldg)		24,000											5,000	29,000	
267 10th St (BWR Bldg)													-	-	
Hanover Family Centre	23,200												23,200	-	
Sub-Total															
General Gov't	51,700	312,000	-83%	-	-		-	30,000		1,500	5,000		53,200	347,000	-85%
Fire	28,800						69,000	435,000		2,200	-		100,000	435,000	
Emergency Mgmt.											-		-	-	
Police	45,000	45,000									-		45,000	45,000	
Cemetery	25,000										-		25,000	-	
Medical Clinic								47,000			-		-	47,000	
Sub-Total Protection & Health Services	98,800	45,000	120%	-	-		69,000	482,000		2,200	-		170,000	527,000	-68%
Water Works		1,000		399,000	190,300					433,000			832,000	191,300	
Sewage System		1,000		351,000	258,000		1,575,000						1,926,000	259,000	
Sub-Total Environment	-	2,000		750,000	448,300	67%	1,575,000	-		433,000	-		2,758,000	450,300	512%
Road Work	469,500	297,100						95,300		582,200	550,300		1,051,700	942,700	
Sidewalks	26,800	41,800											26,800	41,800	
Transportation Equip.	297,000	27,500						140,000		15,000	2,500		312,000	170,000	
Storm Sewers	250,500	157,200									150,000		250,500	307,200	
Street Lights		-									-		-	-	
Sub-Total Transportation	1,043,800	523,600	99%	-	-		-	235,300	-100%	597,200	702,800	-15%	1,641,000	1,461,700	12%
Parks & Outdoor Facilities	76,500	270,000					83,700	79,300		161,100			321,300	349,300	
Regional Aquatic Centre													-	-	
Recr. Admin		11,000											-	11,000	
P & H Centre	26,000												26,000	-	
Civic Theatre		5,000						40,000					40,000	5,000	
Sub-Total Recreation & Culture	102,500	286,000	-64%	-	-		123,700	79,300		161,100	-		387,300	360,300	7%
Industrial Land Plan. & Dev.													-	-	
EDC		20,000											-	20,000	
Sub-Total Planning & Development	-	20,000		-	-		-	-		-	-		-	20,000	-100%
TOTAL TOWN CAPITAL	1,296,800	1,188,600	9.10%	750,000	448,300	67.30%	1,767,700	826,600	113.85%	1,195,000	707,800	68.83%	5,009,500	3,166,300	58.21%
	1,296,800	1,188,600		750,000	448,300		1,767,700	826,600		1,195,000	707,800		5,009,500	3,166,300	
		108,200			301,700			941,100			487,200			1,843,200	

without water/sewer 1,296,800 1,186,600 - - 192,700 826,600 762,000 707,800 2,251,500 2,716,000





Capital Budget Forecast Summary

Capital Projects

Proj. #	Priority Rating	Total	Tsfr from Revenue (Taxes)	Water Fees	Sewer Fees	Reserves	Reserve	Grants	Other	Total Financing
Capital as of Nov. 19/19										
General Government										
1	D	30,000	(28,500)						(1,500)	(30,000)
2	A	23,200	(23,200)							(23,200)
Total General Government		53,200	(51,700)						(1,500)	(53,200)
Protection Services										
3	A	60,000	(28,800)			(30,000)			(1,200)	(60,000)
4	C	40,000				(39,000)			(1,000)	(40,000)
5	D	45,000	(45,000)							(45,000)
Total Protection Services		145,000	(73,800)			(69,000)			(2,200)	(145,000)
Health Services										
6	E	25,000	(25,000)							(25,000)
Total Health Services		25,000	(25,000)							(25,000)
Transportation Services										
7	C	1,668,000	(602,800)	(332,000)	(351,000)			(232,200)	(150,000)	(1,668,000)
8	C	144,000	(144,000)							(144,000)
9	D	312,000	(297,000)						(15,000)	(312,000)
10	A	200,000							(200,000)	(200,000)
Total Transportation Services		2,324,000	(1,043,800)	(332,000)	(351,000)			(232,200)	(365,000)	(2,324,000)
Environment Services										
11	B	500,000		(67,000)					(433,000)	(500,000)
12	A	1,575,000					(1,575,000)			(1,575,000)
Total Environment Services		2,075,000		(67,000)			(1,575,000)		(433,000)	(2,075,000)

Proj. #	Priority	Total	Tsfr from	Water Fees	Sewer Fees	Reserves	Reserve	Grants	Other	Total
	Capital as of Nov. 19/19		Revenue							Financing
			(Taxes)							
	Parks, Recreation & Culture									
13	7100C005 Parks & Outdoor Signage Upgrade	15,000				(15,000)				(15,000)
14	7100C017 Service Vehicle Replacement	59,500	(57,500)						(2,000)	(59,500)
	7100C019 Heritage Square - Engraved Paver Stone Replacement, 2018 deferred	11,300				(11,300)				(11,300)
15	7100C020 Trails System Bridge - Structure 4 and Structure 2	215,000				(57,400)		(157,600)		(215,000)
16	7100C021 Commercial Zero Turn Mower	20,500	(19,000)						(1,500)	(20,500)
17	7410C006 Security System (Camera) - P & H Centre	26,000	(26,000)							(26,000)
18	7830C001 Rehabilitation of Theatre/Community Hall	40,000					(40,000)			(40,000)
19	Total Parks, Recreation & Culture	387,300	(102,500)			(83,700)	(40,000)	(157,600)	(3,500)	(387,300)
	Planning & Development									
	Total Planning & Development									
	Grand Total	5,009,500	(1,296,800)	(399,000)	(351,000)	(152,700)	(1,615,000)	(389,800)	(805,200)	(5,009,500)



**Town of Hanover
Capital Projects**

Project	1300C002 Service Vehicle		
Department	Property - Civic Centre		
Version	4 Council Review	Year	2020

Description

Replacement of 2008 Silverado -- end of usable service life -- Vehicle is deteriorating and in rough shape from date transferred in 2016 from Recreation to Civic Centre. Past its useful life in accordance with AMP.

Risk of Not Proceeding

More costly repairs.

Priority

Category	Priority	Comment
Public Health and Safety	1	H & S of Employees
Legislated	0	
Environmental Impact or Protection	0	
Strategic Plan Value	1	Municipal Operations
AMP Priority	1	TCA #2869 that was transferred from Recreation in 2015.
Funding Available	0	
Total Weight	55	

Budget

	Total	2020	2021	2022	2023	2024	2025
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Expenditures

VEHICLE PURCHASE	30,000	30,000					
	30,000	30,000					
Expenditures Total	30,000	30,000					

Funding

TAXES	28,500	28,500					
PROCEEDS ON DISPOSAL (TRADE-	1,500	1,500					
	30,000	30,000					
Funding Total	30,000	30,000					

Attributes

Attribute	Value	Comment
Department	Property - Civic Centre	
Function	General Government	
Location	341 10th Street	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	TCA #2869
Project Asset Classification	Vehicles	
Approval Status	In Budget	
Priority Rating	D Priority Weighting Between 50 - 59%	



**Town of Hanover
Capital Projects**

Project	1340C001 Roof Top Unit		
Department	Property - Hanover Family Centre		
Version	4 Council Review	Year	2020

Description

Existing rooftop unit (RTU) controls the west side of the building (two tenants).
 Currently the front tenant controls the temperature for the entire side and the town is receiving continuous complaints about the temperature in the building from the back tenant.
 Require a new RTU so that the back tenant can control the temperature of their building area directly. Currently use multiple space and wall heaters - tenants are complaining about the noise from these heaters and the lack of heat in the area.
 Old school building with limited insulation and lack of temperature control in this back area.

Risk of Not Proceeding

Continued heating fluctuations throughout the west side of the building and irate tenants.

Priority

Category	Priority	Comment
Public Health and Safety	1	Complaints from tenants regarding the lack of heat and noise from space heaters.
Legislated	1	Bldg Minimum Temperature Requirements
Environmental Impact or Protection	0	
Strategic Plan Value	1	Mun. Operations- Bldg Efficiency & Reduced energy costs
AMP Priority	1	#2397 - HFC Bldg
Funding Available	0	
Total Weight	80	

Budget

	Total	2020	2021	2022	2023	2024	2025
Expenditures							
CONTRACT	23,200	23,200					
	23,200	23,200					
Expenditures Total	23,200	23,200					
Funding							
TAXES	23,200	23,200					
	23,200	23,200					
Funding Total	23,200	23,200					

Attributes

Attribute	Value	Comment
Department	Property - Hanover Family Centre	
Function	General Government	
Location	600 16th Avenue	
Type of Project	New Asset	New RTU Unit
Project Asset Classification	Buildings	Separate Tenant Controls
Approval Status	In Budget	
Priority Rating	A Priority Weighting Between 80-100%	



Town of Hanover Capital Projects

Project	2100C007 Replace Rescue Truck #2		
Department	Fire		
Version	4 Council Review	Year	2020

Description

Replace Rescue Truck #2 (Asset #2203)- This vehicle will be 20 years old in 2020. The mileage on the vehicle is over 203,000 kilometers. The unit is in need of repairs to maintain its life span on an annual basis. The cost of these repairs continues to increase annually. In the previous year, a total of \$1625.85 was spent on repairs. In addition the fuel mileage of the vehicle has continually decreased. At present, the fuel economy is averaged at approximately 5.8 km/litre. As a comparison an 8 Cylinder 5.0L truck would average approximately 8.5 km/litre.

This vehicle is being utilized more and more during emergency calls to assist with transporting personnel, equipment requiring decontamination and the boat for water rescues. It is a multipurpose vehicle being utilized as a response apparatus as well as fire prevention, fire investigation, and fire department activities to ensure we are not wearing out pumper apparatus. This cost will include conversion of a pickup for emergency response, a bed cap and roll out tray for use in carrying equipment to the scene.

The present truck is expected to have a value of approximately \$1,200.00. Pricing was obtained through comparison of 1/2 ton truck manufacturers retail prices with additional information from area fire departments on costing for lighting packages for similar apparatus.

Risk of Not Proceeding

The cost of maintaining the operation of this vehicle will continue to increase in cost to maintain its road worthy status as a commercial vehicle. The vehicle is being utilized for many purposes. Presently the vehicle does not meet NFPA 1901 (Standard for Automotive Fire Apparatus) for lighting, which would require upgrade as there is not 360 degree coverage of emergency lighting as required.

Priority

Category	Priority	Comment
Public Health and Safety	1	Ensuring that staff can get to fire scene to assist with emergency. Also, contaminated gear must be carried exterior on the apparatus to ensure that there is no cross contamination
Legislated	1	Decontamination is legislated for firefighters. This apparatus allows us to maintain this priority.
Environmental Impact or Protection	1	Increased gas mileage and reduced pollution with a more energy efficient engine
Strategic Plan Value	1	Ensures sustainable municipal operations
AMP Priority	1	TCA #2203 -present vehicle is over 20 years old and has considerable mileage. Mtce of the present fleet will help to maintain overall cost effective operation.
Funding Available	0	
Total Weight	90	

Budget

	Total	2020	2021	2022	2023	2024	2025
Expenditures							
EQUIPMENT PURCHASE	60,000	60,000					
	60,000	60,000					
Expenditures Total	60,000	60,000					
Funding							
TAXES	28,800	28,800					
RESERVES	30,000	30,000					
PROCEEDS ON DISPOSAL (TRADE-	1,200	1,200					
	60,000	60,000					
Funding Total	60,000	60,000					

Attributes

Attribute	Value	Comment
Department	Fire	
Function	Protection & Health Services	Carry Members to fire scene. Carry boat to water rescue calls
Location	Fire Hall	Carry contaminated gear, hose and equipment to hall for decontamination
Type of Project	New Asset	New pickup with emergency response lights, rear cap and pull out bed tray.



**Town of Hanover
Capital Projects**

Project	2100C007 Replace Rescue Truck #2		
Department	Fire		
Version	4 Council Review	Year	2020

Attributes		
Attribute	Value	Comment
Project Asset Classification	Vehicles	1/2 tonne pickup
Approval Status	In Budget	
Priority Rating	A Priority Weighting Between 80-100%	The vehicle is also at an age where overall safety will be compromised if we continue to utilize past 2020.

Gallery

H:\Firehall\IMG_0751.JPG





Town of Hanover
Capital Projects

Project	2100C007 Replace Rescue Truck #2		
Department	Fire		
Version	4 Council Review	Year	2020

Gallery

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Town of Hanover
Capital Projects

Project	2100C007 Replace Rescue Truck #2		
Department	Fire		
Version	4 Council Review	Year	2020

Gallery

H:\Firehall\IMG_0753.JPG





Town of Hanover Capital Projects

Project	2100C008 Compressor		
Department	Fire		
Version	4 Council Review	Year	2020

Description

The present compressor system (#2787) is used to fill air bottles for Self Contained Breathing Apparatus (SCBA). The present compressor was designed to fill 30 minute bottles attached to the SCBA. In 2017, the dept. upgraded to 45 minute bottles on their SCBA to ensure safety and effectiveness of interior fire operations. However, the compressor system was designed for the smaller bottles and has been overworked since the upgrade. Presently, the dept. is unable to fill bottles at a rate to keep up with demand and the system itself is in jeopardy of failing due to running harder to keep up with the demand. In addition, new standards require a carbon monoxide monitor for incoming air (CAS standard CAN/CSA-Z180, 1-00, NFPA 1989-Standard on Breathing air quality and NFPA 1500-Firefighter H&S). Presently our system does not have this, but an update to refurbish our present system with the monitor would cost over \$15,000. A new compressor will ensure that the system is able to keep up with the demand of our bottles, not breakdown from overuse and have all the required monitors installed. The present system does not have a high market with emergency services but may be utilized by other business. It is estimated that the present compressor would be worth \$1,500. The cost of this unit will include the removal of the present system and installation of a

Risk of Not Proceeding

The Town of Hanover is not presently meeting standards (CSA Standard CAN/CSA-Z180.1-00, NFPA 1989 - Standard on Breathing air quality and NFPA 1500 - Firefighter H&S) that are required to ensure the incoming air is clean and does not include harmful chemicals or Carbon Monoxide for firefighters. In addition, the compressor is having to work harder to fill the larger bottles that we presently have and there is risk of a breakdown when it is needed most. Breakdowns of this complicated equip.can be very costly and when done on an emergency situation, can significantly impact the overall ongoing operational

Priority

Category	Priority	Comment
Public Health and Safety	1	The health and safety of firefighters will be maintained with a compressor that can monitor incoming air. Our firefighting capabilities will remain effective with a compressor that is not overworked consistently and ensure longevity of this necessary equip.
Legislated	1	The present compressor does not meet standards for the measurement of incoming atmospheric air.
Environmental Impact or Protection	1	Protection of staff as it will allow a continual monitoring of the incoming oxygen and to maintain a viable supply of oxygen for Breathing Apparatus refills.
Strategic Plan Value	1	Ensures that we are maintaining effective municipal operations by ensuring that the system is designed for filling the capacity of bottles we presently possess.
AMP Priority	0	
Funding Available	0	
Total Weight	65	

Budget

	Total	2020	2021	2022	2023	2024	2025
Expenditures							
EQUIPMENT PURCHASE	40,000	40,000					
	40,000	40,000					
Expenditures Total	40,000	40,000					
Funding							
RESERVES	39,000	39,000					
PROCEEDS ON DISPOSAL (TRADE-	1,000	1,000					
	40,000	40,000					
Funding Total	40,000	40,000					

Attributes

Attribute	Value	Comment
Department	Fire	
Function	Protection & Health Services	
Location	Fire Hall	
Type of Project	New Asset	Replacement of equip. that no longer meets the needs of the dept. and does not meet CSA and NFPA standards for air quality.



**Town of Hanover
Capital Projects**

Project	2100C008 Compressor		
Department	Fire		
Version	4 Council Review	Year	2020

Attributes		
Attribute	Value	Comment
Project Asset Classification	Equipment/Machinery	New compressor system
Approval Status	In Budget	
Priority Rating	C Priority Weighting Between 60 - 69%	

Gallery

H:\Firehall\IMG_0746.JPG





Town of Hanover
Capital Projects

Project	2100C008 Compressor		
Department	Fire		
Version	4 Council Review	Year	2020

Gallery

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Town of Hanover
Capital Projects

Project	2100C008 Compressor		
Department	Fire		
Version	4 Council Review	Year	2020

Gallery

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Town of Hanover
Capital Projects

Project	2100C008 Compressor		
Department	Fire		
Version	4 Council Review	Year	2020

Gallery

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**Town of Hanover
Capital Projects**

Project	2230C004 Marked Cruiser		
Department	Police Services - Patrol		
Version	4 Council Review	Year	2020

Description

Replacing a marked vehicle with a newer vehicle. Hanover Police Services has a fleet of four police vehicles -- one unmarked and three marked vehicles. Currently we have a 2014 (Unmarked Vehicle); a 2014 (Marked Vehicle), a 2015 (Marked Vehicle) and a 2018 (Marked Vehicle). Our Service was on a four year rotation replacing a vehicle every year. However, in an effort to cut costs, our strategy changed to continually assess each vehicle on a case by case basis. The decision to replace vehicles is determined by the HPS management team after reviewing the maintenance file for repair costs, a mileage review, engine hour review and overall condition of each vehicle. In 2020, it is anticipated that our review will require the purchase of a new marked vehicle.

Risk of Not Proceeding

This risk of not proceeding may reduce our capacity to effectively and adequately respond to calls for service with the appropriate resources required. If we don't proceed, it may increase our maintenance costs and the operational time that our fleet is out of service for repair.

Priority

Category	Priority	Comment
Public Health and Safety	1	
Legislated	0	
Environmental Impact or Protection	0	
Strategic Plan Value	1	Municipal Operations -efficiency
AMP Priority	1	TCA #2325,2326,2327, 2836 - 4 vehicles
Funding Available	0	
Total Weight	55	

Budget

	Total	2020	2021	2022	2023	2024	2025
Expenditures							
VEHICLE PURCHASE	45,000	45,000					
	45,000	45,000					
Expenditures Total	45,000	45,000					
Funding							
TAXES	45,000	45,000					
	45,000	45,000					
Funding Total	45,000	45,000					

Attributes

Attribute	Value	Comment
Department	Police Services - Patrol	
Function	Protection & Health Services	
Location	Police Station	
Type of Project	New Asset	
Project Asset Classification	Vehicles	
Approval Status	In Budget	
Priority Rating	D Priority Weighting Between 50 - 59%	



**Town of Hanover
Capital Projects**

Project	5200C002 Cemetery Roadway Paving		
Department	Hanover Cemetery		
Version	4 Council Review	Year	2020

Description

The northerly entrance roadway from the 1972 plot survey remains a surface treated roadway with wheel rutting and deterioration of the surface. The most easterly roadway adjacent to the north access road has not yet been constructed. The budget estimate for road paving is \$25,000.

Risk of Not Proceeding

Further degradation of northerly main roadway.

Priority

Category	Priority	Comment
Public Health and Safety	1	safety of patriots visiting northerly section of cemetery
Legislated	0	
Environmental Impact or Protection	0	
Strategic Plan Value	0	
AMP Priority	0	
Funding Available	0	
Total Weight	15	

Budget

	Total	2020	2021	2022	2023	2024	2025
Expenditures							
CONTRACT	25,000	25,000					
	25,000	25,000					
Expenditures Total	25,000	25,000					
Funding							
TAXES	25,000	25,000					
	25,000	25,000					
Funding Total	25,000	25,000					

Attributes

Attribute	Value	Comment
Department	Hanover Cemetery	
Function	Transportation Services	
Location	Hanover Cemetery	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Roads	
Approval Status	In Budget	
Priority Rating	E Priority Weighting Between 0 - 49%	



Town of Hanover

Capital Projects

Project	3300C007 8th St. from 14th Ave to 17th Ave/14th Ave from 7th St-9th St. Reconstruction		
Department	Road Construction Projects		
Version	4 Council Review	Year	2020

Description

Deferred from 2018 --Both 8th Street and 14th Avenue have road deficiencies due to poor soil conditions in the area as well as aging infrastructure (sanitary, water, storm) which has been in place since 1965. The proposed reconstruction would include infrastructure replacement with the road reconstructed to current design standards with curb & gutter. Sidewalk is proposed on 8th Street and 14th Avenue from 7th to 8th Street but not between 8th and 9th Street due to narrow road allowance and existing homes being close to the road. The design is being completed by Cobide Engineering in 2019. Construction Cost-\$1,425,000; Contingency (7%)-\$100,000; Engineering (8%)-\$114,000; Net HST (1.76%)-\$29,000. The total budget cost for each infrastructure category is as follows: Roadwork-\$532,000; Storm Sewers-\$408,000; Sidewalk-\$45,000; Sanitary-\$351,000; Water-\$332,000

Risk of Not Proceeding

Failure of 55 year old infrastructure with potential for sewer backups and water main breaks.

Priority		
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Category	Priority	Comment
Public Health and Safety	1	Infiltration of water/sewer
Legislated	0	
Environmental Impact or Protection	1	Aging Infrastructure- poor soil conditions
Strategic Plan Value	1	Municipal Operations; Rehab/Reconstruction of Infrastructure;
AMP Priority	1	Rd Base-1799; Rd Surface-1798, Water-1080; Sewer-1342
Funding Available	0	
Total Weight	65	

Budget							
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	Total	2020	2021	2022	2023	2024	2025
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Expenditures							
CONSULTANTS / ENGINEERING	116,000	116,000					
CONTRACT	1,552,000	1,552,000					
	1,668,000	1,668,000					
Expenditures Total	1,668,000	1,668,000					

Funding							
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TAXES	602,800	602,800					
WATER FEES	332,000	332,000					
SEWER FEES	351,000	351,000					
PROVINCIAL GRANTS	232,200	232,200					
GAS TAX	150,000	150,000					
	1,668,000	1,668,000					
Funding Total	1,668,000	1,668,000					

Attributes		
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Attribute	Value	Comment
Department	Road Construction Projects	
Function	Transportation Services	
Location	8th St & 14th Ave	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Roads	



**Town of Hanover
Capital Projects**

Project

3300C007 8th St. from 14th Ave to 17th Ave/14th Ave from 7th St-9th St. Reconstruction

Department

Road Construction Projects

Version

4 Council Review

Year

2020

Attributes		
Attribute	Value	Comment
Approval Status	In Budget	Engineering in 2019
Priority Rating	C Priority Weighting Between 60 - 69%	Construction in 2020.



Town of Hanover

Capital Projects

Project	3300C011 Repave 2nd St - Cty Rd 10 to 14th Ave		
Department	Road Construction Projects		
Version	4 Council Review	Year	2020

Description

This project has been deferred since 2011. The surface aggregate has spalled with extensive cracking and distortion. The road section near 14th Avenue has extensive cold mix repairs. The current condition of the road surface requires milling of the surface asphalt, base repairs and 40mm surface course asphalt.

The costs are as follows:

Construction-\$122,500; Contingency-\$12,000; Engineering(5%)-\$7,000; Net HST (1.76%)-\$2,500

Risk of Not Proceeding

Further degradation of road surface.

Priority

Category	Priority	Comment
Public Health and Safety	1	Road surface, extensive cracking & distortion
Legislated	0	
Environmental Impact or Protection	1	Damage to underground linear assets.
Strategic Plan Value	1	Mun. Operations-Infrastructure has been delayed since 2011, has extensive cold mix repairs
AMP Priority	1	Rd Surface-1714-Grey Cty Rd 10-11th Ave; Rd Surface-1720 - 11th Ave - 14th Ave
Funding Available	0	
Total Weight	65	

Budget

	Total	2020	2021	2022	2023	2024	2025
Expenditures							
CONSULTANTS / ENGINEERING	7,000	7,000					
CONTRACT	137,000	137,000					
	144,000	144,000					
Expenditures Total	144,000	144,000					
Funding							
TAXES	144,000	144,000					
	144,000	144,000					
Funding Total	144,000	144,000					

Attributes

Attribute	Value	Comment
Department	Road Construction Projects	
Function	Transportation Services	
Location	2nd St.	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Roads	
Approval Status	In Budget	
Priority Rating	C Priority Weighting Between 60 - 69%	



Town of Hanover

Capital Projects

Project	3300C019 Replace 2007 Plow/Sand Truck		
Department	Road Construction Projects		
Version	4 Council Review	Year	2020

Description

Deferred from 2019
 The 2007 Ford Sterling tandem dump truck with plow and sand/salt equipment will be 14 years in the upcoming 2019/2020 season. With only 2 plow trucks and a 2003 Grader, it is imperative to maintain equipment that is reliable. The current plow truck has incurred approximately \$15,000 in yearly repairs in 2018 & 2019 including recent front frame repair to meet safety certification.
 The cab and chassis budget is \$175,000 and the dump body/plow equipment budget is \$137,000. The estimated trade-in is \$15,000 for the 2007 tandem plow truck.

Risk of Not Proceeding

Inability to provide winter maintenance to meet minimum maintenance standards.

Priority		
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Category	Priority	Comment
Public Health and Safety	1	Winter Control Vehicle
Legislated	0	
Environmental Impact or Protection	0	
Strategic Plan Value	1	Mun. Operations-Rehab/Reconstruction of Infrastructure
AMP Priority	1	556-Vehicle; 557-Plow Wing
Funding Available	0	
Total Weight	55	

Budget							
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	Total	2020	2021	2022	2023	2024	2025
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Expenditures							
VEHICLE PURCHASE	312,000	312,000					
	312,000	312,000					
Expenditures Total	312,000	312,000					

Funding							
TAXES	297,000	297,000					
PROCEEDS ON DISPOSAL (TRADE-	15,000	15,000					
	312,000	312,000					
Funding Total	312,000	312,000					

Attributes		
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Attribute	Value	Comment
Department	Road Construction Projects	
Function	Transportation Services	
Location	Workshop	
Type of Project	New Asset	
Project Asset Classification	Vehicles	
Approval Status	In Budget	
Priority Rating	D Priority Weighting Between 50 - 59%	Winter Mtce - minimum mtce standards



Town of Hanover

Capital Projects

Project	3300C021 14th Ave - 2nd St 'A' to 4th St / 2nd St 'A', 13th Ave 'A', 3rd St		
Department	Road Construction Projects		
Version	4 Council Review	Year	2020

Description

14th Avenue from 2nd Street 'A' to 4th Street has extensive wheel rutting and requires excavation to replace the granular base prior to repaving. The section of 2nd Street 'A'/13th Avenue 'A'/3rd Street west of 14th Avenue has extensive cracking and requires removal of asphalt and regrading prior to paving. The underground infrastructure is in good condition with only the road requiring reconstruction. The repaving would be with asphalt and not include curb & gutter. Construction cost -\$164,500; Contingency (10%)-\$16,000; Engineering (10%)-\$16,000; Net HST (1.76%)-\$3,500

Risk of Not Proceeding

Further deterioration of road surface, poor drainage.

Priority		
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Category	Priority	Comment
Public Health and Safety	1	Wheel Rutting, poor drainage
Legislated	1	Minimum Maintenance Standards for Road Consuction
Environmental Impact or Protection	1	Poor drainage
Strategic Plan Value	1	Municipal Operations/Rehab of existing infrastrucutre
AMP Priority	1	ranked above 10 on risk rating
Funding Available	0	
Total Weight	90	

Budget							
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	Total	2020	2021	2022	2023	2024	2025
Expenditures							
CONSULTANTS / ENGINEERING	16,000	16,000					
CONTRACT	184,000	184,000					
	200,000	200,000					
Expenditures Total	200,000	200,000					
Funding							
GAS TAX	200,000	200,000					
	200,000	200,000					
Funding Total	200,000	200,000					

Attributes		
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Attribute	Value	Comment
Department	Road Construction Projects	
Function	Transportation Services	
Location	14th Avenue - 2nd St 'A' to 4th St	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Roads	
Approval Status	In Budget	
Priority Rating	A Priority Weighting Between 80-100%	



Town of Hanover

Capital Projects

Project	4400C001 24th Avenue (CR#28) Watermain Extension		
Department	Waterworks Distribution		
Version	4 Council Review	Year	2020

Description

Project budgeted in 2018 with only design engineering being completed in 2018. Watermain extension along 24th Avenue (CR#28) to provide looping of water system for Bren Lea Estates as well as future development of lands owned by Weller and Haack. Proposed watermain is oversized for future development of lands north of Saugeen River. Design and cost sharing has been completed by Cobide Engineering based upon the Town paying for oversizing (200 mm to 300 mm). Based upon developable lands and previous infrastructure installed as part of the Bren Lea estates subdivision cost sharing is as follows: Town(oversizing) \$67,000; Kraemer \$76,000; Haack (24%) \$116,00; CBM Property (4%) \$19,000; Weller (46%) \$222,300

Risk of Not Proceeding

Inability to provide looped watermain supply to three subdivisions. Water supply could be disrupted during system repairs/maintenance and supply for fire response.

Priority

Category	Priority	Comment
Public Health and Safety	1	Water Supply to new subdivisions
Legislated	1	Water/Sewer
Environmental Impact or Protection	1	Disruption of water supply during repairs/maintenance
Strategic Plan Value	1	Efficiency to provide a looped watermain supply to three subdivisions
AMP Priority	0	Watermain extension to existing infrastructure
Funding Available	1	Developer's Contribution 86.6% of total project cost
Total Weight	75	

Budget

	Total	2020	2021	2022	2023	2024	2025
Expenditures							
CONSULTANTS / ENGINEERING	60,000	60,000					
CONTRACT	440,000	440,000					
	500,000	500,000					
Expenditures Total	500,000	500,000					
Funding							
WATER FEES	67,000	67,000					
DEVELOPER'S CONTRIBUTION	433,000	433,000					
	500,000	500,000					
Funding Total	500,000	500,000					

Attributes

Attribute	Value	Comment
Department	Waterworks Distribution	
Function	Environmental Services	
Location	24th Avenue	Cty Rd #28 from 14th Street to Bridge
Type of Project	New Asset	
Project Asset Classification	Water System	
Approval Status	In Budget	Approved in 2018, however only engineering being completed in 2018.
Priority Rating	B Priority Weighting Between 70- 79%	



Town of Hanover

Capital Projects

Project	4620C002 Wastewater Treatment Chlorine Disinfection System		
Department	Waste Water Treatment Plant		
Version	4 Council Review	Year	2020

Description

The current chlorine disinfection system will not meet the requirements with Federal Wastewater Systems Regulations under the Fisheries Act when compliance is implemented January 1, 2021. Ainley & Associates have completed an engineering review of the requirements which will require dechlorination with sodium bisulphate as well as a scum removal system at the older east plant to improve efficiencies in plant disinfection. Total project estimate is \$1,635,000-Funding is being pursued through the Investing in Canada Infrastructure Program (ICIP) Green Stream with application due on January 22, 2020. Pre-Engineering in 2019 \$60,000 based on 5% of Total Cost; Project Completion in 2020.

Risk of Not Proceeding

Inability to allow project to proceed to meet Ministry requirements by January 1st, 2021.

Priority

Category	Priority	Comment
Public Health and Safety	1	Federal Wastewater Systems Regulations under the Fisheries Act
Legislated	1	Ministry Requirements by Jan. 1/21
Environmental Impact or Protection	1	Water effluent impacts
Strategic Plan Value	1	Mun. Operations-Upgrade disinfection system to meet legislation
AMP Priority	1	609-Bldg; 610-Mechanical/Electrical
Funding Available	1	Applied for ICIP - Green Stream Funding - if funding declined, use of wastewater reserve funds
Total Weight	100	

Budget

	Total	2020	2021	2022	2023	2024	2025
Expenditures							
CONTRACT	1,575,000	1,575,000					
Expenditures Total	1,575,000	1,575,000					
Funding							
RESERVE FUND	1,575,000	1,575,000					
Funding Total	1,575,000	1,575,000					

Attributes

Attribute	Value	Comment
Department	Waste Water Treatment Plant	
Function	Environmental Services	
Location	Wastewater Treatment Plant	
Type of Project	New Asset	
Project Asset Classification	Equipment/Machinery	
Approval Status	In Budget	The total project is estimated at \$1,635,000..
Priority Rating	A Priority Weighting Between 80-100%	Pre-Eng-\$60,000; Construction-\$1,575,000



Town of Hanover

Capital Projects

Project	7100C005 Parks & Outdoor Signage Upgrade		
Department	Parks & Outdoor Facilities		
Version	4 Council Review	Year	2020

Description

The 2018 PRC Master Plan and 2019 Cultural Plan identified the need for improved signage to identify and provide direction to Town destinations such as trails, facilities & downtown. Parks and outdoor signage is included in the 2019 wayfinding project. Our parks and outdoor signage replacement will be phased in over the next several years. Approved in 2019, the trail marker signs are carried over to 2020 to incorporate wayfinding plan direction. Outdoor and trails signs will be replaced in phases based on the wayfinding design & brand recommendations. Current sign inventory includes:

- Trails - 10 trail head (entrance) | 10 map signs | road signs
- 11 outdoor facility & parks signs

Our outdoor signs are original (18 plus years) and are in poor to fair condition due to age and weather elements exposure. The signs provide identification for our outdoor facilities.

Risk of Not Proceeding

Sign condition will continue to deteriorate and will be removed. Our outdoor locations & parks will not be identified for visitors & residents.

Priority

Category	Priority	Comment
Public Health and Safety	1	Identifies Town outdoor location
Legislated	0	
Environmental Impact or Protection	0	
Strategic Plan Value	1	Mun. Operations - part of 2018 PRC Master Plan Recommendations; Cultural Plan - wayfinding
AMP Priority	1	330, 331, 332, 334, 335
Funding Available	0	
Total Weight	55	

Budget

	Total	2020	2021	2022	2023	2024	2025
Expenditures							
CONTRACT	90,000	15,000	25,000	25,000	25,000		
Expenditures Total	90,000	15,000	25,000	25,000	25,000		
Funding							
TAXES	75,000		25,000	25,000	25,000		
RESERVES	15,000	15,000					
Funding Total	90,000	15,000	25,000	25,000	25,000		

Attributes

Attribute	Value	Comment
Department	Parks & Outdoor Facilities	
Function	Recreation & Culture	
Location	Entire Town	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Furniture/Fixtures	
Approval Status	In Budget	Approved 2019 portion;
Priority Rating	D Priority Weighting Between 50 - 59%	



**Town of Hanover
Capital Projects**

Project	7100C017 Service Vehicle Replacement		
Department	Parks & Outdoor Facilities		
Version	4 Council Review	Year	2020

Description

The PRC Dodge 2019 (asset #2045) was declared surplus in September 2019 and sold via online auction. This vehicle was planned to be replaced based on service life and asset management plan. PRC is to assume use of Public Work's 2010 vehicle in November 2019 as the exterior condition of the PW vehicle was better than the PRC truck. The PW 2010 truck is past its service life. It is proposed to acquire a ¾ tonne, 4 wheel drive, double cab truck to meet department work requirements. Vehicle is used regularly to tow trailer with 500 gallons of water (daily June to August), equipment trailer with mowers and event amenities trailer. Double cab provides effective transportation of summer work crew to sites and ability to store consistently used supplies (ie. garbage bags, gloves, dog waste bags). Cost projection is based on estimate received from local dealer.

Risk of Not Proceeding

Inability of older vehicles to effectively do the work required.

Priority

Category	Priority	Comment
Public Health and Safety	0	
Legislated	0	
Environmental Impact or Protection	0	
Strategic Plan Value	1	effective & efficient municipal operations
AMP Priority	1	Replacement planned for 2020; end of service life. TCA#2045.
Funding Available	0	
Total Weight	40	

Budget

	Total	2020	2021	2022	2023	2024	2025
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Expenditures

VEHICLE PURCHASE	59,500	59,500					
	59,500	59,500					
Expenditures Total	59,500	59,500					

Funding

TAXES	57,500	57,500					
PROCEEDS ON DISPOSAL (TRADE-	2,000	2,000					
	59,500	59,500					
Funding Total	59,500	59,500					

Attributes

Attribute	Value	Comment
Department	Parks & Outdoor Facilities	
Function	Recreation & Culture	
Location	Various Parks	
Type of Project	New Asset	
Project Asset Classification	Vehicles	
Approval Status	In Budget	
Priority Rating	E Priority Weighting Between 0 - 49%	



Town of Hanover

Capital Projects

Project	7100C019 Heritage Square - Engraved Paver Stone Replacement, 2018 deferred		
Department	Parks & Outdoor Facilities		
Version	4 Council Review	Year	2020

Description

Replacement of engraved paver stones for the Labyrinth of Distinction and Mayor's Pavers was originally approved in 2018 as a project. Circumstances have delayed the completion of this project. First, due to confirmation of a supplier, order was delayed until September 2018 with 3 plus months required for delivery. Early 2019 follow-up, company discovered order had not been processed in Fall 2018. Paver stones were received late summer 2019. Engraving and installation of the new stones is planned for 2020 (75 X \$150 plus HST). Company has indicated engraving of pavers will be completed during Fall 2019 / Winter 2020 for installation in Spring 2020.

Risk of Not Proceeding

Prominent location and engraved paver stones are to be a prestigious honour, yet appearance is poor due to deterioration.

Priority

Category	Priority	Comment
Public Health and Safety	0	
Legislated	0	
Environmental Impact or Protection	0	
Strategic Plan Value	1	Community & Mun. Operations. Prior Strategic Plan objective.
AMP Priority	1	385-Landscaping & Land Improvements
Funding Available	1	Carryover of funds from 2018 to 2019/2020 project
Total Weight	50	

Budget

	Total	2020	2021	2022	2023	2024	2025
Expenditures							
MATERIALS	11,300	11,300					
Expenditures Total	11,300	11,300					
Funding							
RESERVES	11,300	11,300					
Funding Total	11,300	11,300					

Attributes

Attribute	Value	Comment
Department	Parks & Outdoor Facilities	
Function	Recreation & Culture	
Location	Heritage Square, 10th Street	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Land	Land Improvements
Approval Status	In Budget	Taxes from 2018 transferred to reserves
Priority Rating	D Priority Weighting Between 50 - 59%	for use in 2019/2020.



Town of Hanover

Capital Projects

Project	7100C020 Trails System Bridge - Structure 4 and Structure 2		
Department	Parks & Outdoor Facilities		
Version	4 Council Review	Year	2020

Description

Since Dec. 2018, a 2 km section of our trails system has been closed as 2 bridges have been deemed unsafe for use by pedestrians & vehicles. This closure has impacted our trails accessibility & connectivity to promote active transportation, access to the outdoors & physical activity. Council rec'd Report PRC-09-19 Trail Bridges Recommendation and approved submitting application to the ICIP program for the replacement of the bridge structures. Bridges 1, 2 and 4 will be replaced. Bridge 2 is in poor condition (bridge condition index 51.0) with noted structural issues related to abutment, pier cap, ballast walls, pier shafts, deck top & railing system. Bridge 4 is in poor condition (bridge condition index 62.0) with noted severe structural issues related to timber substructure, interior piers, deck top & railing system. Bridge 1 is in fair condition (bridge condition index 64.0) with noted issues related to pier cap, ballast walls, deck top & railing system. Bridge 3 will be rehabilitated as it is in good condition (bridge condition index 68.0) but does require attention to address issues with the abutments, piers, deck top & railing. An application has been submitted to the ICIP Program to assist with funding this project. If approved, Fed. & Prov. funds would be allocated to complete this project.

Risk of Not Proceeding

Bridges continue to deteriorate and trail system remains closed at bridges 2 & 4 impacting connectivity & accessibility. Our 2019 Strategic Plan identifies opportunities to enhance our active transportation network as an ongoing priority. Ensuring our trails are accessible and connected for the long term will enhance active transportation.

Priority

Category	Priority	Comment
Public Health and Safety	1	Pedestrian Traffic requires bridges to use trails.
Legislated	1	Bi-Annual inspections. Bridge condition index established.
Environmental Impact or Protection	1	Trail System not accessible from south line entrance until bridges are repaired.
Strategic Plan Value	1	Community-Pedestrian access. Would enhance community's active transportation network.
AMP Priority	1	336-342 - six bridges currently
Funding Available	1	ICIP Applying for plus tax funding carry forward from 2019
Total Weight	100	

Budget

	Total	2020	2021	2022	2023	2024	2025
Expenditures							
CONSULTANTS / ENGINEERING	290,000	194,000	48,000	48,000			
CONTRACT	1,650,000		825,000	825,000			
OTHER	210,000	21,000	94,500	94,500			
	2,150,000	215,000	967,500	967,500			
Expenditures Total	2,150,000	215,000	967,500	967,500			

Funding							
TAXES	337,200		79,200	258,000			
FEDERAL GRANTS	860,000	86,000	387,000	387,000			
PROVINCIAL GRANTS	716,600	71,600	322,500	322,500			
RESERVES	236,200	57,400	178,800				
	2,150,000	215,000	967,500	967,500			
Funding Total	2,150,000	215,000	967,500	967,500			

Attributes

Attribute	Value	Comment
Department	Parks & Outdoor Facilities	
Function	Recreation & Culture	
Location	south line section of trail	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Land	



Town of Hanover Capital Projects

Project	7100C020 Trails System Bridge - Structure 4 and Structure 2		
Department	Parks & Outdoor Facilities		
Version	4 Council Review	Year	2020

Attributes		
Attribute	Value	Comment
Approval Status	In Budget	Approved in 2019;
Priority Rating	A Priority Weighting Between 80-100%	Funding carry-forward from 2019 for 2020 use.



Town of Hanover

Capital Projects

Project	7100C021 Commercial Zero Turn Mower		
Department	Parks & Outdoor Facilities		
Version	4 Council Review	Year	2020

Description

This project is to replace our current Zero Turn mower (Ferris mower). In 2013, PRC assumed use of current Ferris unit from Cemetery, extending the use of this unit. At that time, our PRC Ferris unit was used as trade in for Cemetery replacement unit. This is a high use mower used a minimum of 24 hours per week for playing fields and parks locations. The current unit is past its service life. Since 2015, \$5,700 has been invested in repairs for this unit. Clutch repair required in 2019 was an unplanned expense. While exhaust system was repaired in 2019, late season issues indicate this will need to be replaced if new unit is not acquired. Repairs, such as the clutch, are beyond typical annual service work and is a sign equipment should be replaced prior to further investment to keep unit operational. It is proposed we will replace with a minimum 3 cylinder, zero turn mower unit with at least a 61 inch cutting width. Price estimate received from local dealer for budget projection.

Risk of Not Proceeding

Investment in repairs to keep unit operational.

Priority

Category	Priority	Comment
Public Health and Safety	1	maintain safe playing, field and green space surfaces
Legislated	0	
Environmental Impact or Protection	0	
Strategic Plan Value	1	Effective & Efficient municipal operations
AMP Priority	1	#2411
Funding Available	0	
Total Weight	55	

Budget

	Total	2020	2021	2022	2023	2024	2025
Expenditures							
EQUIPMENT PURCHASE	20,500	20,500					
	20,500	20,500					
Expenditures Total	20,500	20,500					
Funding							
TAXES	19,000	19,000					
PROCEEDS ON DISPOSAL (TRADE-	1,500	1,500					
	20,500	20,500					
Funding Total	20,500	20,500					

Attributes

Attribute	Value	Comment
Department	Parks & Outdoor Facilities	
Function	Recreation & Culture	
Location	Parks & Outdoor	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Equipment/Machinery	
Approval Status	In Budget	
Priority Rating	D Priority Weighting Between 50 - 59%	



Town of Hanover

Capital Projects

Project	7410C006 Security System (Camera) - P & H Centre		
Department	Facilities - Administration		
Version	4 Council Review	Year	2020

Description

Addition of security cameras to key areas of the P & H Centre. Proposed to install 16 cameras in lobby, corridor, walking track / exercise equipment and exterior building (some parking lot coverage) areas. A risk management improvement with the ability to utilize video footage for reported incidents of injury, vandalism or theft. For areas such as the walking track / fitness equipment, pool viewing area and sidewalks of entrances & exits, the information from video footage will enhance our risk management as a tool to utilize when investigating incidents & defending claims. Insurance adjusters & police routinely ask during investigation if there is any video or photo evidence.

Risk of Not Proceeding

Risk management remains status quo without enhanced ability to investigate or defend incidents or claims.

Priority

Category	Priority	Comment
Public Health and Safety	1	improved risk management and public safety
Legislated	0	
Environmental Impact or Protection	1	risk management tool for facility to investigate incident & defend claims
Strategic Plan Value	1	effective & efficient municipal operations
AMP Priority	0	
Funding Available	0	
Total Weight	40	

Budget

	Total	2020	2021	2022	2023	2024	2025
Expenditures							
EQUIPMENT PURCHASE	26,000	26,000					
	26,000	26,000					
Expenditures Total	26,000	26,000					
Funding							
TAXES	26,000	26,000					
	26,000	26,000					
Funding Total	26,000	26,000					

Attributes

Attribute	Value	Comment
Department	Facilities - Administration	
Function	Recreation & Culture	
Location	269 7th Avenue	
Type of Project	New Asset	
Project Asset Classification	Technology/Communications	
Approval Status	In Budget	
Priority Rating	E Priority Weighting Between 0 - 49%	



Town of Hanover

Capital Projects

Project

7410C006 Security System (Camera) - P & H Centre

Department

Facilities - Administration

Version

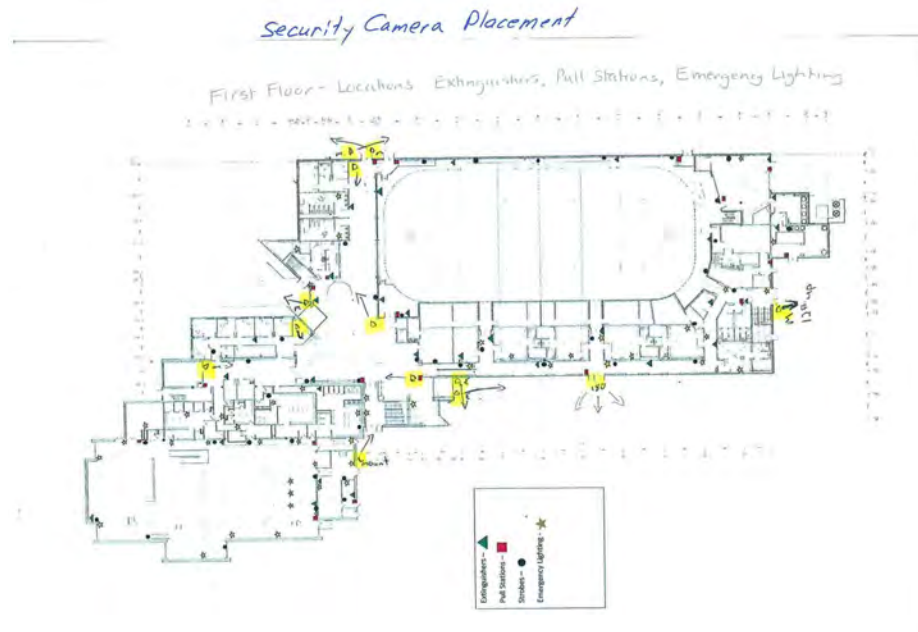
4 Council Review

Year

2020

Gallery

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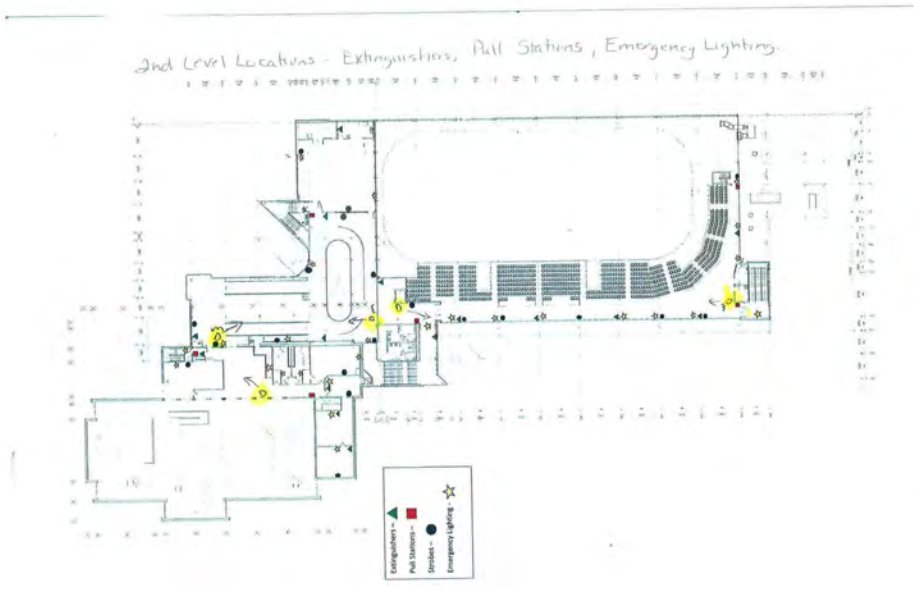


Town of Hanover Capital Projects

Project	7410C006 Security System (Camera) - P & H Centre		
Department	Facilities - Administration		
Version	4 Council Review	Year	2020

Gallery

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Town of Hanover

Capital Projects

Project	7830C001 Rehabilitation of Theatre/Community Hall		
Department	Hanover Civic Theatre		
Version	4 Council Review	Year	2020

Description

The existing theatre/community hall is the original structure from 1937 (after the fire). During installation of LED lighting and new theatre lighting, it has come to the attention of staff that the existing wiring in the building has not been updated and there is existing charring, humming noises and concern for the safety of this wiring. During this review, it was also brought to our attention that there is no insulation between the walls and the exterior brick which would account for the high heating and air conditioning costs for this area. Other deficiencies and concerns with the safety of the stage flooring, storage under the stage, theatre flooring (flooring in the third row of the theatre is uneven due to a structural I-Beam that has been uplifted), exterior bleeding of black soot through the bricks - concerns with the overall safety and efficiency of this structure and other projects within the theatre/community hall that have been identified require professional input and recommendations.

Risk of Not Proceeding

Fire, continuous heating/air conditioning concerns, public health & safety.

Priority

Category	Priority	Comment
Public Health and Safety	1	Fire - Electrical Wiring
Legislated	0	
Environmental Impact or Protection	1	Better insulation reduces heating & air conditioning costs
Strategic Plan Value	1	Municipal Operations
AMP Priority	1	TCA # 597
Funding Available	0	
Total Weight	65	

Budget

	Total	2020	2021	2022	2023	2024	2025
Expenditures							
CONSULTANTS / ENGINEERING	40,000	40,000					
Expenditures Total	40,000	40,000					
Funding							
RESERVE FUND	40,000	40,000					
Funding Total	40,000	40,000					

Attributes

Attribute	Value	Comment
Department	Hanover Civic Theatre	
Function	Recreation & Culture	
Location	433 10th Avenue	
Type of Project	Rehabilitation / Reconstruction of Existing Asset	
Project Asset Classification	Buildings	
Approval Status	In Budget	Need review by consultant
Priority Rating	C Priority Weighting Between 60 - 69%	Cultural Hub



Capital 5 Yr Budget Forecast Summary

Capital Projects

	2020	2021	2022	2023	2024	GRAND
	4 Council Review	4 Council Review	4 Council Review	4 Council Review	4 Council Review	TOTAL
General Government						
1300C002 Service Vehicle	30,000					30,000
1340C001 Roof Top Unit	23,200					23,200
Total General Government	53,200					53,200
Protection Services						
2100C003 Emergency Services Building (Firehall)			67,500	2,100,000		2,167,500
2100C005 Communication System - Base & Portables			30,000			30,000
2100C007 Replace Rescue Truck #2	60,000					60,000
2100C008 Compressor	40,000					40,000
2230C003 Unmarked Vehicle		40,000				40,000
2230C004 Marked Cruiser	45,000					45,000
Total Protection Services	145,000	40,000	97,500	2,100,000		2,382,500
Health Services						
5200C001 Replacement of Steiner Mower		32,000				32,000
5200C002 Cemetery Roadway Paving	25,000					25,000
5300C002 Waiting Room/Office Equipment Upgrade			75,000			75,000
Total Health Services	25,000	32,000	75,000			132,000
Transportation Services						
3300C007 8th St. from 14th Ave to 17th Ave/14th Ave from 7th St-9th St. Reconstruction	1,668,000					1,668,000
3300C009 16th Ave from 10th to 13th St Reconstruction		13,000	300,000			313,000
3300C010 11th St from 15th Ave to 21st Ave Reconstruction		65,000	1,442,000			1,507,000



Capital 5 Yr Budget Forecast Summary

Capital Projects

	2020	2021	2022	2023	2024	GRAND
	4 Council Review	4 Council Review	4 Council Review	4 Council Review	4 Council Review	TOTAL
3300C011 Repave 2nd St - Cty Rd 10 to 14th Ave	144,000					144,000
3300C012 15th Ave from 10th to 13th St		1,000,000				1,000,000
3300C013 2nd St. from 14th Ave to 18th Ave				1,076,000		1,076,000
3300C016 9th Ave from 14th to 16th St/16th St. from 8th to 9th Ave					36,000	36,000
3300C019 Replace 2007 Plow/Sand Truck	312,000					312,000
3300C020 2001 Trackless Replacement		171,000				171,000
3300C021 14th Ave - 2nd St 'A' to 4th St / 2nd St 'A', 13th Ave 'A', 3rd St	200,000					200,000
3300C022 18th Avenue Sidewalk 6th to 10th Street			134,000			134,000
3300C023 21st Avenue & 15th Street Close Paving		164,000				164,000
Total Transportation Services	2,324,000	1,413,000	1,876,000	1,076,000	36,000	6,725,000
Environment Services						
4400C001 24th Avenue (CR#28) Watermain Extension	500,000					500,000
4400C003 Deep Well #2 - Pumphouse Equipment				554,400		554,400
4400C004 7th Avenue Water Tower Replacement		224,000	3,776,000			4,000,000
4620C002 Wastewater Treatment Chlorine Disinfection System	1,575,000					1,575,000
4640C002 Former JDSS Sewer Rehabilitation		150,000				150,000
Total Environment Services	2,075,000	374,000	3,776,000	554,400		6,779,400
Parks, Recreation & Culture						
7100C005 Parks & Outdoor Signage Upgrade	15,000	25,000	25,000	25,000		90,000
7100C006 Hardball Diamond Refurbishment			250,000			250,000



Capital 5 Yr Budget Forecast Summary

Capital Projects

	2020	2021	2022	2023	2024	GRAND
	4 Council Review	4 Council Review	4 Council Review	4 Council Review	4 Council Review	TOTAL
7100C007 Playground Improvements			95,000			95,000
7100C008 Parks Equipment Replacement			20,000			20,000
7100C009 Skateboard Park Upgrade			20,000			20,000
7100C010 Main Tractor Replacement & Loader			50,000			50,000
7100C011 Athletic Field - Washroom Replacement/Upgrade			50,000			50,000
7100C012 Trails System East Loop Development			25,000			25,000
7100C013 Heritage Square - Security Cameras/Stage Canopy		25,000				25,000
7100C014 Kinsmen Ball Park Pavillion		26,500				26,500
7100C015 RailLands - Fencing & Field Upgrades			20,000			20,000
7100C016 Picnic Table Replacements			20,000			20,000
7100C017 Service Vehicle Replacement	59,500					59,500
7100C019 Heritage Square - Engraved Paver Stone Replacement, 2018 deferred	11,300					11,300
7100C020 Trails System Bridge - Structure 4 and Structure 2	215,000	967,500	967,500			2,150,000
7100C021 Commercial Zero Turn Mower	20,500					20,500
7100C022 1 Tonne Service Vehicle Replacement		65,000				65,000
7210C001 Aquatic Facility - Structural Analysis - 20 year		10,000				10,000
7210C002 Chemical Feed Systems			20,000			20,000
7300C001 Program Equipment Replacement & Upgrade			10,000			10,000
7410C003 Tables & Chairs Replacement		8,000				8,000
7410C004 Boom Lift			48,000			48,000
7410C005 Ice Resurfacer		100,000				100,000
7410C006 Security System (Camera) - P & H Centre	26,000					26,000



Capital 5 Yr Budget Forecast Summary

Capital Projects

	2020	2021	2022	2023	2024	GRAND
	4 Council Review	4 Council Review	4 Council Review	4 Council Review	4 Council Review	TOTAL
7830C001 Rehabilitation of Theatre/Community Hall	40,000					40,000
Total Parks, Recreation & Culture	387,300	1,227,000	1,620,500	25,000		3,259,800
Planning & Development						
8200C001 Entrance Signs					28,900	28,900
Total Planning & Development					28,900	28,900
Grand Total	5,009,500	3,086,000	7,445,000	3,755,400	64,900	19,360,800

2020 BUDGET vs 2019 BUDGET							PROJECTION	
	2019	2019	2020	BUDGET	BUDGET	2021	CHANGE	
DIA	Approved	Actuals	Proposed	CHANGE	CHANGE	Projection	%	
				\$	%			
21-8300-0112 DIA BUSINESS TAXATION	(46,200)	(46,200)	(47,100)	(900)	2	(48,000)	2	
21-8300-0115 DIA-SUPP TAX/WRITE-OFFS	200	(80)	200	-	-	200	-	
21-8300-0116 DIA-VACANCY TAX REBATES	3,000	1,844	3,000	-	-	3,000	-	
21-8300-0922 MONTHLY BANK INTEREST	(2,000)	(2,211)	(2,300)	(300)	15	(2,300)	-	
21-8300-0945 TRANSFER FROM TOWN OF HANOVER	(5,000)	(5,000)	(6,000)	(1,000)	20	(6,000)	-	
21-8300-1111 PART-TIME SALARIES	1,700	1,818	1,500	(200)	(12)	1,500	-	
21-8300-1510 EMPLOYEE BENEFITS	-	91	100	100		100	-	
21-8300-1516 WSIB	-	-	100			100	-	
21-8300-3143 MEETING & OFFICE EXPENSE	5,000	225	5,000	-	-	5,000	-	
21-8300-3223 PROMOTIONAL ADVERTISING	14,900	8,881	15,000	100	1	15,100	1	
21-8300-3310 AUDIT SERVICE	1,800	1,790	1,800	-	-	1,800	-	
21-8300-3439 FLOWER BOX-MAINTENANCE/REPAIRS	12,700	4,881	13,000	300	2	13,100	1	
21-8300-3440 CIP - COMMUNITY IMPROVEMENT PARTNERSHIP	5,400	5,455	5,500	100	2	5,500	-	
21-8300-3452 STREET MAINTENANCE				-				
21-8300-3615 MUNICIPAL OFFICE COMPUTER FEES	1,700	1,800	1,800	100	6	1,800	-	
21-8300-3627 DOWNTOWN REVITALIZATION	6,000	6,000	6,000	-	-	6,000	-	
21-8300-5213 TRANSFERS TO RESERVE	800	800	2,400	1,600	200	3,100	29	
Total Downtown Improvement Area (DIA)	-	(19,906)	-	-		-		