

CITY PARTNERS

Total Submission

	2016 Actuals	2017 Actuals Oct (Not Final)	2017 Budget	2018 Submission	\$ Change	% Change
OPERATING						
EXPENDITURES						
Salaries and Benefits	\$1,321	\$903	\$0	\$0	\$0	0.00%
Purchase of Goods	\$343	\$339	\$0	\$0	\$0	0.00%
Services and Rents	\$0	\$0	\$0	\$0	\$0	0.00%
Financial and Transfers	\$272,000	\$413,442	\$90,000	\$105,000	\$15,000	16.67%
Transfers To Agencies	<u>\$4,571,526</u>	<u>\$3,512,306</u>	<u>\$4,107,329</u>	<u>\$4,054,533</u>	<u>(\$52,796)</u>	<u>(1.29%)</u>
Subtotal	\$4,845,190	\$3,926,990	\$4,197,329	\$4,159,533	(\$37,796)	(0.90%)
REVENUE						
Fees, Service Charges, & Misc Revenue	\$42,000	\$178,442	\$30,000	\$40,000	\$10,000	33.33%
Internal Revenue	\$0	\$0	\$0	\$0	\$0	0.00%
Contribution from Reserves	<u>\$218,890</u>	<u>\$85,514</u>	<u>\$0</u>	<u>\$60,000</u>	<u>\$60,000</u>	<u>0.00%</u>
Subtotal	<u>\$260,890</u>	<u>\$263,956</u>	<u>\$30,000</u>	<u>\$100,000</u>	<u>\$70,000</u>	<u>233.33%</u>
NET OPERATING COST (TAXATION)	<u>\$4,584,300</u>	<u>\$3,663,034</u>	<u>\$4,167,329</u>	<u>\$4,059,533</u>	<u>(\$107,796)</u>	<u>(2.59%)</u>
Financing LTD Principal & Interest	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$115,050</u>	<u>\$115,050</u>	<u>100.00%</u>
TOTAL OPERATING AND FINANCING	<u>\$4,584,300</u>	<u>\$3,663,034</u>	<u>\$4,167,329</u>	<u>\$4,174,583</u>	<u>\$7,254</u>	<u>0.17%</u>

CITY PARTNERS
Mandatory / Contractual

	2016 Actuals	2017 Actuals Oct (Not Final)	2017 Budget	2018 Submission	\$ Change	% Change
OPERATING						
EXPENDITURES						
Salaries and Benefits	\$1,321	\$903	\$0	\$0	\$0	0.00%
Purchase of Goods	\$343	\$339	\$0	\$0	\$0	0.00%
Services and Rents	\$0	\$0	\$0	\$0	\$0	0.00%
Financial and Transfers	\$272,000	\$413,442	\$90,000	\$105,000	\$15,000	16.67%
Transfers To Agencies	<u>\$4,171,316</u>	<u>\$3,430,305</u>	<u>\$4,025,329</u>	<u>\$3,972,533</u>	<u>(\$52,796)</u>	<u>(1.31%)</u>
Subtotal	\$4,444,980	\$3,844,989	\$4,115,329	\$4,077,533	(\$37,796)	(0.92%)
REVENUE						
Fees, Service Charges, & Misc Revenue	\$42,000	\$178,442	\$30,000	\$40,000	\$10,000	33.33%
Internal Revenue	\$0	\$0	\$0	\$0	\$0	0.00%
Contribution from Reserves	<u>\$218,890</u>	<u>\$85,514</u>	<u>\$0</u>	<u>\$60,000</u>	<u>\$60,000</u>	<u>100.00%</u>
Subtotal	\$260,890	\$263,956	\$30,000	\$100,000	\$70,000	233.33%
NET OPERATING COST (TAXATION)	\$4,184,090	\$3,581,033	\$4,085,329	\$3,977,533	(\$107,796)	(2.64%)
Financing LTD Principal & Interest	\$0	\$0	\$0	\$115,050	\$115,050	100.00%
TOTAL OPERATING AND FINANCING	\$4,184,090	\$3,581,033	\$4,085,329	\$4,092,583	\$7,254	0.18%

	2016 Actuals	2017 Actuals Oct (Not Final)	2017 Budget	2018 Submission	\$ Change	% Change
Contractual:						
Cornwall Public Library - Operating	\$2,002,178	\$1,778,000	\$2,055,447	\$2,090,344	\$34,897	1.70%
Cornwall Public Library - Capital	\$250,000	\$145,000	\$145,000	\$100,000	(\$45,000)	(31.03%)
S.D. & G. Historical Society	\$100,000	\$100,000	\$100,000	\$102,000	\$2,000	2.00%
Cornwall & Regional Airport	\$254,667	\$98,558	\$98,558	\$98,558	\$0	0.00%
Eastern Ontario Health Unit	\$748,638	\$601,023	\$745,233	\$760,138	\$14,905	2.00%
Heritage Cornwall	\$11,100	\$5,630	\$9,630	\$10,615	\$985	10.23%
Raisin River Conservation Authority	\$472,044	\$400,800	\$480,603	\$495,020	\$14,417	3.00%
Heart of the City	\$30,000	\$30,000	\$30,000	\$30,000	\$0	0.00%
Medical Recruitment / Scholarship	\$116,831	\$85,436	\$175,000	\$100,000	(\$75,000)	(42.86%)
Seaway Senior Citizens Club #1202	\$30,000	\$30,000	\$30,000	\$30,000	\$0	0.00%
Centre Charles-Emile Claude	\$30,000	\$30,000	\$30,000	\$30,000	\$0	0.00%
St. Lawrence College	\$100,000	\$100,000	\$100,000	\$100,000	\$0	0.00%
2010 - 2019 \$100,000 per year						
Eastern Ontario Regional Network	\$25,858	\$25,858	\$25,858	\$25,858	\$0	0.00%
2013 - 2022 \$25,858 per year						
	<u>\$4,171,316</u>	<u>\$3,430,305</u>	<u>\$4,025,329</u>	<u>\$3,972,533</u>	<u>(\$52,796)</u>	<u>(1.31%)</u>

CORNWALL PUBLIC LIBRARY BUDGET SUBMISSION 2018

REVENUE	2016 BUDGET	2017 BUDGET	2017 FYE	2018 BUDGET	VARIANCE 2018
CITY OF CORNWALL OPERATING	<u>2,002,178</u>	<u>2,055,447</u>	<u>2,055,447</u>	<u>2,090,344</u>	<u>1.70%</u>
CITY OF CORNWALL TOTAL	\$2,002,178	\$2,055,447	\$2,055,447	\$2,090,344	1.70%
PROVINCIAL OPERATING GRANT	92,828	92,828	92,828	92,828	0.00%
SP. PROJECTS/ DONATIONS/GRANTS	23,231	11,700	9,500	15,800	35.04%
PHOTOCOPY/PRINTING/RENTALS	43,160	40,600	35,014	32,000	-21.18%
FINES/FEES/REPLACEMENT COSTS	35,300	31,700	28,047	28,500	-10.09%
APPROPRIATION FROM RESERVES	<u>51,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL OPERATING REVENUE	\$2,247,697	\$2,232,275	\$2,220,836	\$2,259,472	1.22%
EXPENDITURES					
SALARIES	1,228,404	1,227,861	1,224,804	1,269,671	3.41%
BENEFITS	331,641	321,357	327,519	324,664	1.03%
ADMINISTRATION	61,900	63,000	58,281	59,312	-5.85%
BUILDING MAINTENANCE	116,650	115,965	115,000	113,175	-2.41%
UTILITIES	159,440	157,000	139,735	138,000	-12.10%
LIBRARY MATERIALS	214,866	224,142	224,000	228,150	1.79%
SPECIAL PROJECTS / GRANTS	23,231	11,700	9,100	15,800	35.04%
LIBRARY SUPPLIES AND SERVICES	74,000	75,250	71,015	73,700	-2.06%
PROFESSIONAL DEVELOPMENT	12,100	15,000	14,500	14,500	-3.33%
PROMOTION AND PROGRAMS	15,800	13,850	13,850	14,000	1.08%
PHOTOCOPYING/PRINTING PUBLIC	<u>9,665</u>	<u>7,150</u>	<u>7,849</u>	<u>8,500</u>	<u>18.88%</u>
TOTAL OPERATING EXPENDITURES	\$2,247,697	\$2,232,275	\$2,205,653	\$2,259,472	1.22%
NET OPERATING EXPENDITURES	\$0	\$0	-\$15,183	\$0	
CAPITAL					
CAPITAL PROJECTS	250,000	495,000	149,218	100,000	-79.80%
FINANCING	0	-350,000	0	0	-100.00%
CITY OF CORNWALL CAPITAL FUNDING	<u>-250,000</u>	<u>-145,000</u>	<u>0</u>	<u>-100,000</u>	<u>-31.03%</u>
NET CAPITAL	0	0	149,218	0	0.00%
NET CAPITAL AND OPERATING	0	0	134,035	0	

Itemized Capital Expenditures

Data cabling cat. 5 upgrade	\$ 30,000
Replace exterior metal doors	\$ 10,000
Carpet - Children's dept.	\$ 30,000
Sheet flooring - Children's dept.	\$ 10,000
Painting - 2nd floor public areas	\$ 20,000
TOTAL	\$100,000

Heritage – Patrimoine Cornwall
City of Cornwall
Planning Division
2nd Floor, 100 Water Street East
Cornwall, ON, K6H 6G4

14 September, 2017

Attention: Debbie Caskenette
Administrative Assistant, Financial Services
City of Cornwall
104 -100 Water Street East
Cornwall, ON, K6H 6G4

Re: Heritage-Patrimoine Cornwall Preliminary 2018 Budget Estimations

Dear Ms Caskenette,

Heritage-Patrimoine Cornwall is submitting a request for an Operating Grant for the year 2018 of \$5,715. This amount is slightly less than a 2% increase.

Attached in support of this request are the preliminary budget estimates for 2018 in both an Excel spreadsheet and as a pdf file (2 pages).

If you should have any questions do not hesitate to contact me by telephone or by email.

Thank you.

Yours truly,

Carole Libbey
Treasurer,
Heritage-Patrimoine Cornwall
Telephone (H): 613-938-3667
Email: clibbey@cogeco.ca

Document: Heritage - Patrimoine Cornwall Budget
 Prepared by: Carole Libbey, Treasurer
 Last updated: 14 September 2017

		2017		2018	
EXPENDITURES		PLANNED	TO DATE	PLANNED	NOTES
1	Internet				
1.01	Web master	\$0.00	\$0.00	\$0.00	G Guy at no charge at this time
1.02	Website	\$180.00	\$170.10	\$180.00	Annual Fee
1.03	Web domain	\$20.00	\$31.48	\$0.00	Fee paid for 2 years (2017/18)
1.04					
	SUB-TOTAL	\$200.00	\$201.58	\$180.00	
2	Equipment				
2.01	Computer	\$0.00	\$0.00	\$0.00	Received new computer from Library - owned by Library
2.02	Computer Software (eg, Anti-virus)	\$0.00	\$0.00	\$0.00	Serviced by Library IT
2.03	Computer Hardware	\$0.00	\$0.00	\$0.00	
2.04	Scanner	\$0.00	\$0.00	\$0.00	
2.05	Printer	\$200.00	\$0.00	\$200.00	May require upgrading for compatibility
2.06	Monitor	\$0.00	\$0.00	\$0.00	Replaced in 2014
2.07	Kodak Microfilm Reader	\$0.00	\$0.00	\$0.00	Has not required any maintenance to date
2.08					
	SUB-TOTAL	\$200.00	\$0.00	\$200.00	
3	Supplies				
3.01	Printer Ink	\$600.00	\$0.00	\$600.00	Needs replenishing
3.02	Paper	\$100.00	\$0.00	\$50.00	Needs replenishing
3.03	Binders	\$350.00	\$341.89	\$350.00	Needs replenishing
3.04	Folders - Hanging, File	\$100.00	\$0.00	\$50.00	Needs replenishing
3.05	File Folders	\$100.00	\$0.00	\$50.00	Needs replenishing
3.06	Map Storage	\$50.00	\$0.00	\$50.00	Manner of storage TBD
3.07	Photo Storage	\$100.00	\$14.07	\$100.00	Needs replenishing
3.08	Disc Storage	\$0.00	\$0.00	\$25.00	Requires adequate storage - will need replenishing
3.09	Gloves	\$0.00	\$0.00	\$0.00	Supply on hand - no new purchase required at this time
3.10	Business Cards	\$0.00	\$0.00	\$0.00	For 4 year supply at start of 4 year term & restock
3.11	Photocopying	\$0.00	\$0.00	\$0.00	\$0.25 a copy - most copying done by other means
3.12	Postage	\$0.00	\$0.00	\$0.00	To mail Arch.Styles Book + misc. postage
3.13	Miscellaneous	\$100.00	\$4.50	\$25.00	
3.14					
	SUB-TOTAL	\$1,500.00	\$360.46	\$1,300.00	
4	Property Research				
4.01	Access to information	\$50.00	\$0.00	\$50.00	
4.02	Books	\$100.00	\$0.00	\$100.00	
4.03	Maps	\$25.00	\$0.00	\$25.00	
4.04	Photos	\$25.00	\$0.00	\$25.00	
4.05					
	SUB-TOTAL	\$200.00	\$0.00	\$200.00	
5	Heritage Plaques				
5.01	Plaque Acquisition	\$4,500.00	\$1,920.40	\$4,500.00	A continuing program
5.02	Translation	\$0.00	\$0.00	\$0.00	As needed
5.03	Awards	\$0.00	\$455.90	\$250.00	To be annual 2017 - 4 awarded 2018 - 2 planned
5.04					
	SUB-TOTAL	\$4,500.00	\$2,376.30	\$4,750.00	
6	Public Education				
6.01	Bookmarks	\$200.00	\$0.00	\$0.00	Printed professionally - sufficient quantity on hand
6.02	Brochure - Heritage Designation	\$500.00	\$0.00	\$25.00	Can be compiled as booklet with existing info sheets on file, supplies required
6.03	Bookl - Pitt Street Architecture	\$7,000.00	\$0.00	\$7,000.00	TBD - Work to be completed in 2018 - based on a previous quote
6.04	Workshops, lectures, etc.	\$500.00	\$0.00	\$250.00	More needed
6.05					
	SUB-TOTAL	\$8,200.00	\$0.00	\$7,275.00	
7	Heritage Fair				
7.01	Insurance	\$0.00	\$0.00	\$0.00	Insurance for Cornwall Room, offsite events provided by City now
7.02	Advertising	\$600.00	\$440.70	\$600.00	Banner purchased
7.03	Miscellaneous	\$20.00	\$0.00	\$20.00	
7.04					
	SUB-TOTAL	\$620.00	\$440.70	\$620.00	
8	Professional Affiliation Dues				
8.01	Communily Heritage Ontario (CHO)	\$75.00	\$75.00	\$75.00	Includes Membership + 1 hard copy of CHONews for archives - Newsletter now on line
8.02					Fees could be increased
	SUB-TOTAL	\$75.00	\$75.00	\$75.00	
9	Professional Development				
9.01	Symposiums	\$200.00	\$0.00	\$135.00	Very informative - worthwhile to attend
9.02	Workshops	\$150.00	\$0.00	\$150.00	Very informative - worthwhile to attend
9.03	Heritage Ontario Annual Conference	\$3,660.00	\$444.05	\$1,500.00	2017 - Ottawa 2018 - Sault Ste. Marie (costs will be higher)
9.04	Networking	\$100.00	\$0.00	\$100.00	Attending partner functions for networking purposes
9.05					
	SUB-TOTAL	\$4,110.00	\$444.05	\$1,885.00	
10	Donations				
10.01	Donations	\$0.00	\$0.00	\$0.00	Not a regular practice
10.02					
	SUB-TOTAL	\$0.00	\$0.00	\$0.00	
11	Resourcing				
11.01	Student	\$3,990.00	\$4,348.53	\$4,060.00	Minimum wage as of Oct 1/17 - \$11.60; may increase Jan 1/18 - \$14; Jan 1/19 - \$15
11.02					If hired via City eligible for subsidies. Dependent on supervisor availability
	SUB-TOTAL	\$3,990.00	\$4,348.53	\$4,060.00	
12	Banking				
12.01	Monthly Bank Fees	\$45.00	\$33.75	\$45.00	\$3.75 per month
12.02	Other (eg. Ordering cheques)	\$0.00	\$0.00	\$0.00	
12.03	Petty Cash	\$55.00	\$0.00	\$55.00	Amount to top up TBD at end of year
12.04					
	SUB-TOTAL	\$100.00	\$33.75	\$100.00	
13	TOTAL EXPENSES	\$23,695.00	\$8,280.37	\$20,645.00	

		2017	2017	2018	
INCOME		PLANNED	TO DATE	PLANNED	NOTES
15	Grant				
15.01	Municipal Grant - Operating	\$5,630.00	\$5,630.00	\$5,715.00	Main source of funding - actual amount TBD
15.02	Student Grant	\$0.00	\$0.00	\$0.00	Ineligible unless hired through City
15.03	SUB-TOTAL	\$0.00	\$5,630.00	\$ 5,715.00	
16	Sales				
16.01	Architectural Styles' Book Sales	\$120.00	\$0.00		\$30.00 each - Special occasions \$20.00 each
16.02	Hasty Notes Sales	\$25.00	\$0.00		5 for \$3, 10 for \$5 Available in Library shop
16.03	Historic Building Print Sales	\$50.00	\$0.00		Traded for Battle of Hoople Creek hasty notes (10.02
16.04	Other	\$0.00	\$0.00		
16.05	SUB-TOTAL	\$100.00	\$0.00	\$100.00	Sales inventory reconciled at end of year
17	Other				
17.01	Petty Cash				On hand
17.01	Unsolicited Donations				
17.02	Photocopying and Printing				based on user fees of .20 for black & white, \$1 for colour
17.03					
17.04	SUB-TOTAL	\$150.00			
18	TOTAL INCOME	\$970.00	\$5,630.00	\$0.00	To Date
19	SECURED FUNDING				
19.01	#1 Sydney District Designation	\$5,801.67		\$5,801.67	Maturity Date 28 Apr 2018 - to be reinvested
19.02	#2 Post Office Stones Reserve				Project completed - balance folded into operating acct for future signage projects
19.03	\$3 Locomotive - Restoration and Maintenance	\$0.00	\$0.00	\$0.00	Restoration ON HOLD until environmental issues resolved Will require fundraising by a third party
20	GRANT REQUEST				
20.01	Operating Account 01 Sep 2017	\$16,929.20			
20.02	Less Cash Reserve	\$2,000.00			
20.03	Total	\$14,929.20			
20.04					
20.05	Less Projected Expenses for 2018	\$20,645.00			
20.06	Balance	-\$5,715.80			2018 GRANT REQUEST - \$5,715 (just under 2% increase over 2017)



2018 Draft Budget

Mandatory Cost Shared Programs

Eastern Ontario Health Unit

Revenue and Expense Summary

Mandatory Cost Shared Programs

	2018 Budget	Ministry Approved 2017 Budget	% Increase over 2017 Ministry Approval	Share of Increase
Revenues				
(A) Ministry of Health - Mandatory Cost Shared Programs	9,393,282	9,209,100	2.00%	75.0%
City of Cornwall	728,564	724,180	0.61%	1.8%
Counties of SD & G	1,017,348	1,011,226	0.61%	2.5%
Counties of Prescott Russell	1,385,183	1,334,294	3.81%	20.7%
Total Revenues	12,524,376	12,278,800	2.00%	100.0%
Expenses				
Salaries	8,403,921	8,308,226	1.15%	39.0%
Benefits	2,321,637	2,246,761	3.33%	30.5%
Other Expenses	1,962,658	2,161,552	-9.20%	-81.0%
Other Revenue	-163,840	-437,740	-62.57%	111.5%
Total Expenses	12,524,376	12,278,800	2.00%	100.0%
Surplus/Deficit	0	0	0	0

Funding by Municipality - Mandatory Cost-shared

Municipality	2016 Population	2017 Population	2018 Budget	2017 Budget	2018 Quarterly Contribution
City of Cornwall	46340	46,340	728,564	724,180	182,141
Stormont, Dundas & Glengarry	64708	64,708	1,017,348	1,011,226	254,337
Prescott & Russell	85381	88,104	1,385,183	1,334,294	346,296
	196,429	199,152	3,131,094	3,069,700	782,773

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Note: The population figures were taken from the 2017 Ontario Municipal Directory

Municipal % Breakdown

	2018 % of Municipal Portion	2017 % of Municipal Portion	2018 vs 2017 Diff	2018 % of Total Net Expenditures
Cornwall	23.3%	23.6%	-0.3%	5.82%
SD & G	32.5%	32.9%	-0.5%	8.12%
Prescott-Russell	44.2%	43.5%	0.8%	11.06%
	100.0%	100.0%	0.0%	25.00%

Cost-Shared Related Program

	Ministry Approved 2017 Budget	2018 Budget Request
<u>Small Drinking Water Systems</u>		
Revenues		
Ministry of Health	53,700	53,700
City of Cornwall	4,223	4,165
Counties of SD & G	5,897	5,816
Counties of Prescott Russell	7,781	7,919
	71,600	71,600
Expenses		
Salaries	54,099	51,841
Benefits	13,525	15,134
Other Expenses	3,977	4,625
	71,600	71,600

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Vector Borne Diseases

Revenues

Ministry of Health	28,800	28,800
City of Cornwall	2,265	2,234
Counties of SD & G	3,162	3,119
Counties of Prescott Russell	4,173	4,247

Total Revenues	38,400	38,400
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Expenses

Salaries	13,263	9,967
Benefits	3,316	3,035
Other Expenses	21,821	25,399

Total Expenses	38,400	38,400
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Funding by Municipality - Mandatory and Related Cost-shared

Municipality	Small Drinking			Vector Borne Disease	2018 Total	2018	
	Mandatory	Water				Quarterly Contribution	2017 Contribution
City of Cornwall	728,564	4,165		2,234	734,962	183,741	730,667
Stormont, Dundas & Glengarry	1,017,348	5,816		3,119	1,026,283	256,571	1,020,285
Prescott & Russell	1,385,183	7,919		4,247	1,397,349	349,337	1,346,247
	3,131,094	17,900		9,600	3,158,594	789,648	3,097,200

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EASTERN ONTARIO HEALTH UNIT

Mandatory Cost Shared Programs

Summary of Salaries and Benefits

	2018 Gross Budget	2018 Vacancy	2018 Net Budget	2017 Budget	Difference	% Increase
Salaries	8,478,665	74,745	8,403,921	8,308,226	95,694	1.15%
Mandatory Benefits	611,121	5,419	605,702	598,306	7,396	1.24%
Voluntary Benefits	1,731,288	15,352	1,715,936	1,648,455	67,481	4.09%
Total Salaries and Benefits	10,821,074	95,516	10,725,558	10,554,987	170,571	1.62%

Salary Increase Breakdown			
	General Increase	Other	Total
Dollars	125300	171631	296931
Percentage	1.51%	-0.36%	1.15%

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EASTERN ONTARIO HEALTH UNIT

Mandatory Cost Shared Programs

Summary of Benefits

<u>Mandatory Benefits</u>	2018 Gross Budget	2018 Vacancies	2018 Net Budget	2017 Net Budget	Difference	% Increase	% of Difference
Canada Pension Plan	298,852	2,650	296,202	294,233	1,969	0.67%	2.63
Employment Insurance	131,174	1,163	130,011	126,534	3,477	2.75%	4.64
WSIB	14,941	132	14,809	14,800	8	0.06%	0.01
Employer Health tax	166,153	1,473	164,680	162,739	1,941	1.19%	2.59
Total Mandatory	611,121	5,419	605,702	598,306	7,396	1.24%	9.88
<u>Voluntary Benefits</u>							
Benefits in Lieu	42,011	373	41,639	38,560	3,079	7.98%	4.11
Group/Dependent Life	47,494	421	47,073	43,167	3,905	9.05%	5.22
Accidental Death & Dismembem	5,835	52	5,783	5,901	-	0.00%	0.00
Long-trem Disability	415,885	3,688	412,198	336,664	75,533	22.44%	100.88
Extended Health	272,710	2,418	270,292	283,564	(13,272)	-4.68%	-17.73
Dental	71,428	633	70,795	70,469	326	0.46%	0.44
EAP	16,919	150	16,769	19,393	(2,623)		-3.50
OMERS	859,005	7,617	851,387	850,736	651	0.08%	0.87
Total Voluntary	1,731,288	15,352	1,715,936	1,648,455	67,481	4.09%	90.12
Total Mandatory and Voluntary	2,342,409	20,771	2,321,637	2,246,761	74,876	3.33%	100

25-12

Eastern Ontario Health Unit

Mandatory Cost Shared Programs

Summary of Non-Salary/Benefits Expense Accounts

	Dec 2015 Actuals	Dec 2016 Actuals	Unaudited Dec 2017 Actuals	2016 Ministry Approved Budget	2017 Ministry Approved Budget	2018 Budget
Staff Training	98,946	108,286	38,040	89,000	89,000	89,000
Board/Volunteer Training and Recognition	43,010	45,164	35,118	40,000	40,000	40,000
Travel	206,659	181,155	173,331	192,544	177,600	214,600
Building Occupancy	501,989	554,160	645,104	681,475	669,960	498,389
Office Expenses, Printing, Postage	152,708	159,865	121,568	137,300	125,100	125,100
Materials, Supplies	245,520	236,011	210,790	286,250	215,200	105,200
Office Equipment	167,907	258,915	390,397	176,135	273,584	299,174
Professional and Purchased Services	801,845	411,202	266,663	573,547	142,850	192,850
Telecommunication Costs	204,811	208,371	176,519	206,350	186,690	150,330
Other Operating	349,539	265,542	232,532	242,400	242,015	248,015
Total Gross Expenditures	2,772,934	2,428,671	2,290,062	2,625,001	2,161,999	1,962,658

25-13



Raisin Region Conservation Authority

18045 County Road 2, P.O. Box 429, Cornwall, ON K6H 5T2

Tel: 613-938-3611 Fax: 613-938-3221 www.rrca.on.ca

January 22, 2018

Via Email and Registered Mail

Tracy Bailey, General Manager, Financial Services

City of Cornwall

P.O. Box 877

Cornwall, ON K6H 5T9

RE: Municipal Levies - 2018

Dear Ms. Bailey,

The Raisin Region Conservation Authority has adopted its budget for the year 2018 and apportioned to all its participating municipalities, costs for administration, maintenance, and capital projects, all in accordance with the Conservation Authorities Act of Ontario.

As required by the Act, you are hereby notified that the portion of these costs chargeable to your municipality is \$492,489.13.

Your municipality has agreed to make payment of the RRCA levy in 12 monthly installments:

- The first and second installment of the levy from your municipality in the total amount of \$80,000.00 was received.
- The remaining balance owing of the levy from your municipality is \$412,489.13 and can be paid in 10 monthly installments in the amount of \$41,248.91

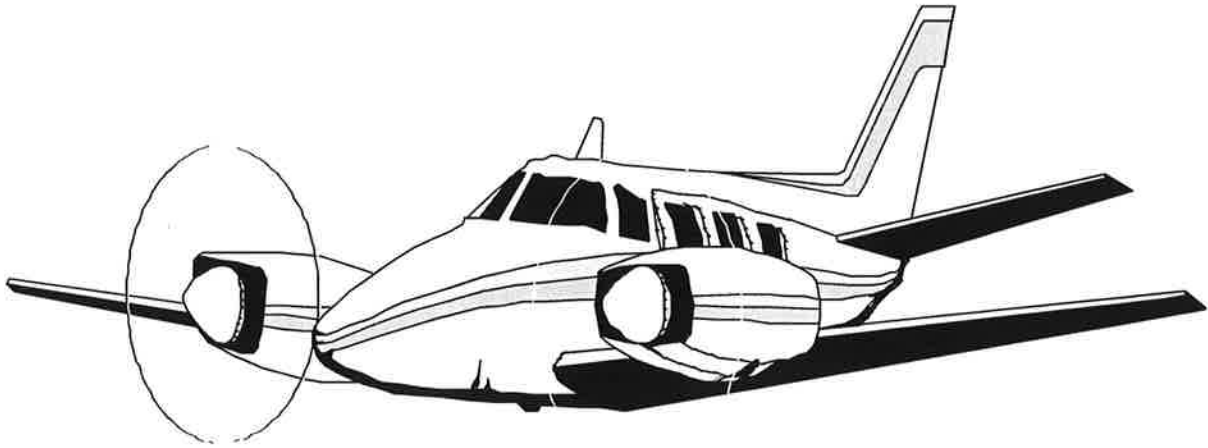
In addition, at the November 2017 Full Authority meeting, the Raisin Region Conservation Authority Board of Directors approved a special benefitting levy of 50% of the cost for the emergency repair of a pump at the Fly Creek Flood Control Pumping Station (see attached staff report). The City of Cornwall portion of the repair cost is \$17,000.00. The pump has been repaired and this amount is now due.

Should you require more information about this matter, please do not hesitate to contact me.

Sincerely,

Sandy Crites

Manager of Finance



**2018
OPERATING
BUDGET**

Cornwall Regional Airport

	Budget	Year End	Proposed Budget
Revenue			
Tie Downs	\$8,000.00	\$8,896.76	\$9,000.00
Hangars	\$14,000.00	\$13,755.32	\$14,000.00
Commercial Hangar	\$21,200.00	\$33,867.60	\$31,000.00
Access Fees	\$6,000.00	\$4,274.20	\$4,200.00
Landing Fee	\$500.00	\$109.58	\$300.00
HST	\$10,000.00	\$27,754.82	\$20,000.00
Land Leased	\$25,000.00	\$24,450.00	\$25,000.00
Fuel	\$30,000.00	\$33,699.99	\$160,000.00
Capital	\$0.00	\$129,335.12	\$0.00
TOTAL	\$114,700.00	\$276,143.39	\$263,500.00

Expenses	Contract KLT	\$95,000.00	\$(93,082.56)	\$95,000.00
	Cornwall Electric	\$7,000.00	\$(9,420.66)	\$11,000.00
	Fuel			\$125,000.00
	Insurance	\$5,500.00	\$(5,105.16)	\$5,500.00
	Maintenance	\$35,000.00	\$(27,720.88)	\$45,000.00
	Administration	\$1,000.00	\$(2,903.42)	\$2,500.00
	Advertising	\$200.00	\$0.00	\$0.00
	Legal/Audit	\$5,000.00	\$(9,243.41)	\$10,000.00
	Service Charges	\$1,000.00	\$(528.36)	\$1,000.00
	Taxes	\$2,600.00	\$(2,534.90)	\$2,800.00
	Manager	\$48,500.00	\$(47,460.00)	\$48,500.00
	Radio System	\$13,850.00	\$(13,601.00)	\$13,850.00
	Communications	\$3,000.00	\$(3,629.83)	\$3,800.00
	HST (Fuel)	\$13,000.00	\$0.00	\$0.00
	Returns & Sundry		\$(120.00)	
	Capital Items	\$0.00	\$(175,090.49)	\$0.00
	TOTAL	\$230,650.00	\$(390,440.67)	\$363,950.00

Operating Deficit **\$(100,450.00)**

City of Cornwall **\$90,450.00**

**Township of South
Glengarry** **\$10,000.00**

Cornwall Regional Airport Budget

Notes:

The 2018 budget reflects the anticipated costs of running the airport with an operating manager on site.

The 2018 budget was approved by the Airport Commission on March 7, 2018.

The 2018 budget is reflective of the anticipated revenues and expenses and is not simply a percentage adjustment from the 2017 budget.

The Township of South Glengarry share of the Operating Deficit is capped at \$10,000.00 as per the Agreement.

Fuel Sales have significantly improved on the Revenue for the Airport and subsequently has reduced the funding required from the municipal Partners.

The City of Cornwall funding for the past 3 years has been:

2015	\$134,000
2016	\$125,332
2017	\$105,950

CITY PARTNERS
Grant Applications

	2016 Actuals	2017 Actuals Oct (Not Final)	2018 Budget	\$ Submission	% Change	% Change
OPERATING						
EXPENDITURES						
Salaries and Benefits	\$0	\$0	\$0	\$0	\$0	0.00%
Purchase of Goods	\$0	\$0	\$0	\$0	\$0	0.00%
Services and Rents	\$0	\$0	\$0	\$0	\$0	0.00%
Financial and Transfers	\$0	\$0	\$0	\$0	\$0	0.00%
Transfers To Agencies	<u>\$400,210</u>	<u>\$82,000</u>	<u>\$82,000</u>	<u>\$82,000</u>	<u>\$0</u>	<u>0.00%</u>
Subtotal	\$400,210	\$82,000	\$82,000	\$82,000	\$0	0.00%
REVENUE						
Fees, Service Charges, & Misc Revenue	\$0	\$0	\$0	\$0	\$0	0.00%
Internal Revenue	\$0	\$0	\$0	\$0	\$0	0.00%
Contribution from Reserves	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>
Subtotal	\$0	\$0	\$0	\$0	\$0	0.00%
NET OPERATING COST (TAXATION)	\$400,210	\$82,000	\$82,000	\$82,000	\$0	0.00%

	2016 Actuals	2017 Actuals Oct (Not Final)	2017 Budget	2018 Submission	\$ Change	% Change
Grant Applications:						
Tab#	Organization					
+ Centre Culturel de Cornwall	\$30,000	\$20,000	\$20,000	\$30,000	\$10,000	50.00%
+ Your Arts Council Cornwall & The Counties	\$43,000	\$15,000	\$15,000	\$50,000	\$35,000	233.33%
Cornwall BMX Club	\$0	\$18,000	\$18,000	\$10,000	(\$8,000)	(44.44%)
The Not So Amateurs, Amateurs Cornwall	\$0	\$1,000	\$1,000	\$25,000	\$24,000	2400.00%
+ Cornwall Rowing Club	\$0	\$0	\$0	\$30,000	\$30,000	100.00%
2018 Senior Boys OFSAA Championship	\$0	\$0	\$0	\$5,000	\$5,000	100.00%
Seaway Food Festival - Beer Fest	\$0	\$0	\$0	\$20,000	\$20,000	100.00%
Waterfest	\$0	\$1,000	\$1,000	\$1,000	\$0	0.00%
Cornwall Sports Hall of Fame	\$0	\$0	\$0	\$11,697	\$11,697	100.00%
Habitat for Humanity	\$0	\$0	\$0	\$3,120	\$3,120	100.00%
Limelight Music Acadamey	\$0	\$15,000	\$15,000	\$0	(\$15,000)	(100.00%)
Canada 150	\$0	\$12,000	\$12,000	\$0	(\$12,000)	(100.00%)
* Cornwall and the Counties Tourism	\$160,000	\$0	\$0	\$0	\$0	0.00%
- Aultsville Theatre	\$97,000	\$0	\$0	\$0	\$0	0.00%
University Study	\$20,000	\$0	\$0	\$0	\$0	0.00%
The Art Gallery	\$0	\$0	\$0	\$0	\$0	0.00%
Encore Senior's Education Centre	\$7,500	\$0	\$0	\$0	\$0	0.00%
Agape Centre	\$20,000	\$0	\$0	\$0	\$0	0.00%
Counselling & Support Services of SD&G	\$22,710	\$0	\$0	\$0	\$0	0.00%
Sub-total Grant Applications	\$400,210	\$82,000	\$82,000	\$185,817	\$103,817	126.61%
+ Exceeds \$25,000 Threshold * Included in the Economic Development Section ~ Included in the Parks and Recreation Section						

In-Kind Services: (incorporated into respective departments)

Organization	Tab #	2017 Granted	2018 Requested
Centre Culturel de Cornwall	1	X	X
Seaway Food Festival	7	X	X
Cornwall Waterfest	8	X	X
Beyond 21 - Cornwall Food Fest	11	X	X
Cornwall Triathlon	12	X	X
Optimist Club - Ribfest	13	X	X
Santa Claus Parade	14	X	X
Kinsmen in Motion	15	X	X
Cornwall & District Service Club Council	16	X	X
Limelight Music & Arts Academy		X	

Each application has an estimated value of services required. Actual cost will be calculated closer to the event when requirements are finalized.