

**REGION OF QUEENS MUNICIPALITY
REGULAR COUNCIL
TUESDAY, JULY 26, 2016
9:00 a.m.**

PRESENT: Mayor Christopher Clarke, Chair
Councillor Darlene Norman
Councillor Brian Fralic
Councillor Jack Fancy
Councillor Susan MacLeod
Councillor Raymond Fiske
Richard MacLellan, Chief Administrative Officer
Jennifer Keating-Hubley, Director of Finance
Shelley Connolly, Executive Secretary

REGRETS: Councillor Bruce Inglis
Councillor Peter Waterman

1.0 CALL TO ORDER:

Mayor Clarke called the meeting to order at 9:00 a.m.

2.0 CHANGES / APPROVAL OF AGENDA:

It was moved by Councillor Fiske and seconded by Councillor Fralic that the Agenda be approved with the following additions:

16.2 – Accessibility Legislation Meeting
17.4 – Contract Negotiations

MOTION CARRIED unanimously.

3.0 PRESENTATION(S):

There were no presentations to come before this meeting.

4.0 TABLING OF PETITIONS:

There were no petitions to come before this meeting.

5.0 PUBLIC QUESTION / COMMENT SESSION:

Leon Robertson, 45 College Street, Liverpool – Mr. Robertson commented on the Financial Statements – revenue is up well, expenses overall up 5%.

Mr. Robertson also asked to have a pool update.

Mayor Clarke stated that Richard MacLellan, CAO, has been working with the Pool Executive, who are about to do a Needs Survey. They had intended to do it before the schools closed for the summer, but didn't make the deadline. Richard stated that the Executive have held 2-3 meetings and have also been talking with other operators/managers. The assessment based on the Executive's discussion was the old one that was done when Queens Place Emera Centre was being considered. They have engaged Dalhousie University to help them with this. Discussions have been constructive and they are moving forward.

Mr. Robertson further asked if there will be two-way traffic on Markland Avenue once the water/sewer project is finished and if the sidewalk will be installed.

Richard stated that there will be two-way traffic on Markland Avenue, but the sidewalk will not be re-installed.

6.0 APPROVAL OF MINUTES:

6.1 Council Minutes – July 12, 2016

It was moved by Councillor Fancy and seconded by Councillor Norman:

THAT the minutes of the Regular Council meeting held July 12, 2016 be approved as circulated.

MOTION CARRIED unanimously.

7.0 DANGEROUS OR UNSIGHTLY PREMISES:

7.1 64 Payzant Street, Liverpool

It was moved by Councillor Norman and seconded by Councillor Fiske:

THAT Region of Queens Council declare the property located at 64 Payzant Street, Liverpool, Queens County, Nova Scotia as dangerous and unsightly as defined in the Municipal Government Act of Nova Scotia;

AND THAT Region of Queens Council cause an Order to be served upon the owners of the property requiring that, within seven (7) days of the date of the service of the Order, the following work be carried out:

- 1. grass to be cut or mowed; and**
- 2. clean-up of household solid waste, plastics, tires, metals, toys, etc.**

AND THAT, if the owners fail to comply with the Order, the Administrator may cause the requirements of the Order to be carried out and all expenses incurred by the Region of Queens Municipality become the responsibility of the owners.

Kelley-Anne Hurley, Bylaw Enforcement Officer, introduced Jared Daniels, who is a student from Ravensburg College studying law enforcement and is here doing 180 work-term hours.

Kelley-Anne presented pictures of the offending property of which there was no representation from the property owners in Council this morning. Stephen A. J. Rasley and William Rasley are the assessed owners. On June 30, a formal public complaint was made. Kelley-Anne attended the property and spoke with one property owner who told her they did not own a lawnmower or whipper snipper. The property owner stated that they would hire someone to clean-up the property. Kelley-Anne attended the property again on July 7, due to non-compliance. On July 12, Kelley-Anne's third visit, no compliance was received. A letter had been served to the property owners on July 7 to attend Council, and Stephen Rasley, one of the property owners, accepted the letter. Rasley did advise that he would take care of the issue. On July 25, it was noted that the lawn surrounding the dwelling was mowed, but more mowing and trimming is needed. Kelley Anne stated that her recommendation is that mowing be done on a continual basis. The order will be considered OPEN.

MOTION CARRIED unanimously.

8.0 ECONOMIC DEVELOPMENT:

There were no items to come before this meeting.

Councillor MacLeod mentioned that a REN (Regional Enterprise Network) Session was held at Queens Place Emera Centre for a strategic planning session on July 20, 2016. Roundtable discussion was held.

9.0 CORPORATE SERVICES:

There were no items to come before this meeting.

10.0 ENGINEERING AND WORKS:

10.1 Construction Projects Update

Brad Rowter, Director of Engineering and Works, provided updates on the following three Capital projects:

New Cell Construction – Landfill

Brad stated that the construction of a 2nd Generation Landfill Cell is now underway. The Cell is expected to last from 10-12 years. The project is progressing well with the weather very cooperative.

Construction completed to date includes:

- Under drainage layer
- Bottom poly liner
- Geonet
- Clay liner.

Next to be installed:

- Geosynthetic liner
- top polyliner
- leachate laterals
- leachate mains
- leachate valves
- drainage curtains
- stone drainage layer
- stone cushion layer

In addition, site access roadways, site grading and ditching remains to be done. The project will be complete this Fall. The budget is holding well with no issues.

Markland Avenue Water/Sewer

Brad talked about the installation of sanitary sewer/storm sewer and water main on Markland Avenue:

Brad stated that this project is well underway and advancing nicely. There were some unknown conditions encountered, but these were countered quickly. The temporary water line is installed and properties are now individually metered. The old Bowater Markland water supply piping is shut off and disconnected. The sanitary sewer, storm sewer and water main have been installed one third of the way up the street. The sanitary laterals are tied in as encountered. The new water main will be connected to the properties upon completion after the disinfection and testing are done. This work will be completed by the Fall.

Skatepark

The Skatepark Design is behind schedule which will put the start of construction into late September, with the build expected to last approximately 2-3 months. Weather will be less than ideal at this time of year with the fall rains, thus affecting the placement of precise concrete work that requires specialized construction technique and finishing; this being very intricate work. The conceptual design is complete and included in the design is: street element section, bowl section and flow section. The street and bowl sections are common to many modern skateparks. Flow section is a newer feature in this part of the Country and is likely to quickly become a favourite, as its fun, fluid and can accommodate beginners thru to advanced. This can be skated as slow or as fast as skills permit.

Councillor Norman mentioned that Dr. Gunn will be doing an on-line Skype with some skaters/boarders and the designer. This Skatepark can be used by BMX bikers, inline skaters and boarders.

Councillor MacLeod asked if there will be room for bleachers. Brad stated that there is a donated viewing stand structure, built somewhat like a gazebo.

Councillor Fancy asked about the fire at the Landfill.

Brad stated that periodic soil cover helps limit the rain water flow through and also acts as a fire barrier. Brad stated he believes the fire started as a result of a lightning strike due to the electrical storm activity in the area.

Mayor Clarke stated that there were 9 fire departments and 19 trucks there at one time. He said we helped fuel some fire departments, but no other costs to us.

Mayor Clarke mentioned that he was very impressed by the whole fire fight as it was well organized. A letter will be written to thank all of the fire departments for their participation.

11.0 FINANCE

11.1 1st Quarter Financial Statements - Ending June 30, 2016

Mayor Clarke went reviewed some of the items on the attached statements.

At the end of the quarter, our uncollected taxes, year-to-date are about \$110,000 less than last year, as finance continues to aggressively pursue payment arrangements. Deed Transfer Tax is at 38% (through to 25% of the budget year), indicative of more properties being sold or at least some higher valued properties being sold. Metal sales are higher as a result of being held while awaiting marketable price. Queens Place's gate revenue is over budget, as a result of the 3 mini concerts held at QPEC. Recent concert, though numbers are not final, shows a profit in excess of \$15,000. Canada Day celebration shows over expenditure at 112% - budget is set estimating \$2500 for the Heritage Grant; instead \$4500 was received allowing for an offsetting increase in this expenditure line.

There is a typo in one of the benefits line items on page 11. The correction will be made for the copy attached to these posted minutes.

12.0 RECREATION AND COMMUNITY FACILITIES:

There were no items to come before this meeting.

13.0 PLANNING:

13.1 Easement Agreement – Main Street, Liverpool

It was moved by Councillor MacLeod and seconded by Councillor Fralic:

THAT the Council of the Region of Queens Municipality approve entering into an easement agreement with Stephen Delong for the purpose of erecting and maintaining a wooden privacy fence on lands of the Region of Queens Municipality (PID #70018338);

AND THAT all costs associated with this transaction shall be the responsibility of Stephen Delong.

Mike MacLeod, Planner, stated the Mr. Delong wants to continue a portion of fencing along the boundary of his property and the Liverpool Fire Department. The irregular shape of his property doesn't enable Mr. Delong to erect that fence. A provision has been included in the easement that if for some reason the Liverpool Fire Department requires

extra room, we can have this easement released. Mr. DeLong has no issue with that aspect.

MOTION CARRIED unanimously.

14.0 QUEENS PLACE EMERA CENTRE:

There were no items to come before this meeting.

15.0 REPORTS

Items 15.1, 15.2, and 15.3 were included in the agenda package as information:

- 15.1 Bylaw Enforcement Officer's Monthly Report – June 2016
- 15.2 Building Inspector's Monthly Report – June 2016
- 15.3 Town Hall Arts & Cultural Centre Monthly Report – June 2016

16.0 OTHER:

16.1 Strategic Priorities

It was moved by Councillor Norman and seconded by Councillor Fiske:

THAT the Council of the Region of Queens Municipality approve the strategic priorities as outlined in Attachment B of this report.

Richard MacLellan, CAO, stated in September 2015 a strategic plan process was initiated. This is the 3rd update. This update will take us through the election and will engage with the new Council on next strategic priorities. Some key accomplishments within the last 3 months are:

Economic Development

Initiated an Old Town Hall Stakeholders Working Group;
Major Events Developer hired;
Support for Caledonia/CIRA wireless pilot project development;
Award of Commercial Real Estate Broker RFP

Planning

Trestle Trail Shared Use Trail policy;
Developing proposal with Milton Canoe Camera Club at Pine Grove Park;
Return of Buckfield Community Centre;
53% increase in Development permits, 18% increase in Building Permit

Recreation

Ongoing engagement with Queens Aquatic Society;
Letter of Intent for MPAL position

Queens Place Emera Centre

QPEC Community Advisory Committee recommended;
Beach Boys Concert

Council Priorities

Rural Internet Project Development and Design
Main Street/Waterfront area revitalization
Establishment of Community Advisory Committee for QPEC
Construction Projects – Skatepark, Landfill Cell, Brooklyn Sewer/Water

MOTION CARRIED unanimously.

16.2 Accessibility Legislation Meeting

Councillor Fralic attended an Accessibility Legislation meeting in July of which he is part of the Provincial/Municipal Government Working Group. The Working Group is comprised of one elected representative and one staff person from each of the Region, Rural and Town Caucuses. The government is bringing legislation in the fall of 2016 that will affect not-for-profits, organizations, small businesses and provincial and municipal governments.

The mandate of the working group will be to: develop and implement an education and awareness plan aimed at municipalities, taking advantage of municipal events and networks and develop and implement an engagement strategy that allows municipalities to provide advice on how the outcomes of the intended legislation can be achievable in the municipal sector. Ontario and Manitoba have put this into place.

The following principles will guide the work of this working group:

Access – there should be no barriers that prevent a person from accessing places;

Fairness – there should be no barriers that prevent a person from accessing those things that will give the person equality of opportunity and outcome;

Alignment – this Act should align with and complement existing rights-based legislation and conventions;

Universal design – Access should be provided in a manner that minimizes barriers and difference based on a person's functional needs;

Participation – persons with disabilities should be meaningfully involved in all stages, thus putting into action the concept of “nothing about us without us”;

Leadership – Government of Nova Scotia shall be the leader and champion of this legislation thru public awareness. This cannot be achieved without full cooperation of both the provincial and municipal governments;

Progressive Realization – Accountability for and achievement of a barrier-free Nova Scotia in a timely manner is essential; and

Prevention Responsibility – the responsibility to remove and prevent barriers rests with the public or private organization

UNSM endorses the process of involving and engaging municipalities, and endorses the proposed legislation.

This group will be available to come and talk to Council – as there may be implications on 5 year capital plans, going forward. Fall of 2016 – is the official effective date; new construction and properties renovated after this date may be held accountable to any new regulations.

17.0 IN-CAMERA ITEMS

It was moved by Councillor Fralic and seconded by Councillor Fiske that the proceedings go “In-Camera” at 10 a.m. to discuss the following:

17.1 Contract Negotiations, MGA 22(2)e

17.2 Legal Advice, MGA 22(2)g

17.3 Public Security, MGA 22(2)h

17.4 Contract Negotiations, MGA 22(2)e

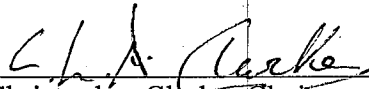
MOTION CARRIED unanimously.

It was moved by Councillor Fralic and seconded by Councillor Fiske that the proceedings come out of “In-Camera” at 11:34 a.m.

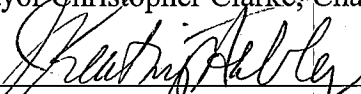
MOTION CARRIED unanimously.

18.0 ADJOURNMENT

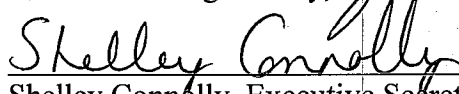
There being no further business, the meeting adjourned at 11:34 a.m.



Mayor Christopher Clarke, Chair



Jennifer Keating-Hubley, Director of Finance



Shelley Connolly, Executive Secretary

Date Approved: August 9, 2016

Financial Statement Review
FOR THE 3 MONTHS ENDING June 30, 2016
Summary Sheet

Revenue Classification	Budget	Actual	% Received
Taxation	\$12,286,404	\$11,740,663	95.56%
Grants In Lieu	309,757	0	0.00%
Services Provided to Other			
Governments	1,665,519	487,050	29.24%
Sales of Services	1,886,545	458,725	24.32%
Other Revenue from Own Sources	1,212,798	424,514	35.00%
Unconditional Transfer from Other			
Governments	1,227,961	315,036	25.66%
Conditional Transfers From Federal & Provincial Governments or Agencies	61,200	0	0.00%
Other Transfers, Collections for Other			
Governments	229,650	51,163	22.28%
Total Revenue	<u>\$18,879,834</u>	<u>\$13,477,150</u>	<u>71.38%</u>

Expenditure Classification	Budget	Actual	% Spent
General Government Services	\$1,714,254	\$590,333	34.44%
Protective Services	3,217,698	1,022,013	31.76%
Transportation Services	2,417,499	520,423	21.53%
Environmental Health Services	3,004,327	741,031	24.67%
Public Health and Welfare	1,363,155	323,917	23.76%
Planning Department	264,621	71,583	27.05%
Tourism & Economic Development	561,013	254,726	45.40%
Recreation & Cultural Services	2,280,401	855,549	37.52%
Fiscal Services	4,054,171	1,001,293	24.70%
Total Expenditures	<u>\$18,877,139</u>	<u>\$5,380,869</u>	<u>28.50%</u>
Water Revenues	<u>\$729,755</u>	<u>\$172,260</u>	<u>23.61%</u>
Water Expenditures	<u>\$727,624</u>	<u>\$212,524</u>	<u>29.21%</u>



Region of Queens Municipality

**Financial Statement
FOR THE 3 MONTHS ENDING June 30, 2016**

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Received
1. Taxation				
ASSESSABLE PROPERTIES				
Residential	\$7,010,295	\$7,024,953	(\$14,658)	100.21%
Commercial				
Commercial	1,375,233	1,385,812	(10,579)	100.77%
	1,375,233	1,385,812	(10,579)	100.77%
Resource				
Taxable Assessments	774,929	774,541	388	99.95%
Forest Property-Less than 50,000 Acres	32,036	32,099	(63)	100.20%
Forest Property -More than 50,000 Acres	502	502	0	100.00%
	807,467	807,142	325	99.96%
AREA RATES				
Protective Services	216,258	219,587	(3,329)	101.54%
Transportation-Roads & Sidewalks				
Districts 1-12	215,543	214,706	837	99.61%
District 13	986,636	988,254	(1,618)	100.16%
Debt-District 13	68,996	69,108	(112)	100.16%
Ball Fields-District 13	6,900	6,914	(14)	100.20%
	1,494,333	1,498,569	(4,236)	100.28%
Special Assessment-Environmental Health Services				
Environmental Health-Caledonia	36,185	9,163	27,022	25.32%
-Milton	48,547	11,291	37,256	23.26%
-Liverpool	420,890	105,436	315,454	25.05%
-Brooklyn	27,704	7,008	20,696	25.30%
	533,326	132,898	400,428	24.92%
Business Property				
Based on Revenue -Aliant	59,000	51,077	7,923	86.57%
Nova Scotia Power Corporation	699,750	699,750	0	100.00%
Nova Scotia Power Corp. HST Rebate	47,000	41,093	5,907	87.43%
	805,750	791,920	13,830	98.28%
Other				
Deed Transfer Tax	260,000	99,369	160,631	38.22%
Change of Use Tax	0	0	0	0.00%
	260,000	99,369	160,631	38.22%
Total Taxation	\$12,286,404	\$11,740,663	\$545,741	95.56%

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Received
2. Grants in Lieu of Taxes				
Federal Government	\$51,935		\$51,935	0.00%
Federal Government Agencies				
Canada Post	5,419		5,419	0.00%
Provincial Government				
Provincial Property	77,007		77,007	0.00%
Provincial Property Conservation	6,692		6,692	0.00%
Crown Timber Land	131,355		131,355	0.00%
Crown Timber Land Conservation	7,696		7,696	0.00%
Fire Protection	29,653		29,653	0.00%
	252,403	0	252,403	0.00%
Total Grants in Lieu of Taxes	\$309,757	\$0	\$309,757	0.00%

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Received
3. Services Provided to Other Governments				
Closure Costs Joint Service Board	\$9,919	\$2,613	\$7,306	26.34%
Closure Costs Barrington	16,532	5,742	10,790	34.73%
Closure Costs Clarks Harbour	3,086	862	2,224	27.93%
Closure Waste Check	134,460	38,688	95,772	28.77%
Waste Check Solid Waste	1,052,742	311,894	740,848	29.63%
Joint Service Board Solid Waste	65,627	17,290	48,337	26.35%
Barrington Solid Waste	109,379	37,998	71,381	34.74%
Clarks Harbour Solid Waste	20,417	5,707	14,710	27.95%
Joint Service Board Organics	58,322	15,555	42,767	0.00%
Barrington Organics	43,593	11,161	32,432	25.60%
Clarks Harbour Organics	3,114	546	2,568	17.53%
Joint Service Board Recycling	87,500	22,785	64,715	0.00%
Barrington Recycling	53,671	14,293	39,378	26.63%
Clarks Harbour Recycling	7,157	1,916	5,241	26.77%
Total Services Provided to Other Govern.	\$1,665,519	\$487,050	\$1,178,469	29.24%
4. Sales of Services				
Protective Services				
Parking Meters	\$12,000	\$5,218	\$6,782	43.48%
Public Health and Welfare Services				
Hillsview Acres	1,241,614	238,892	1,002,722	19.24%
Environmental Health Services				
Commercial Solid Waste	324,856	83,093	241,763	25.58%
Commercial Organics	30,075	6,882	23,193	22.88%
Commercial Recyclables	16,102	5,982	10,120	37.15%
Commercial Closure	69,918	22,462	47,456	32.13%
Metal Sales	4,000	36,949	(32,949)	923.73%
Recycling Commodities	86,080	8,428	77,652	9.79%
Contaminated Soil	25,000	21,092	3,908	84.37%
Septage	75,000	29,337	45,663	39.12%
	631,031	214,225	416,806	33.95%
Other				
Tax Certificates	1,900	390	1,510	20.53%
Total Sales of Services	\$1,886,545	\$458,725	\$1,427,820	24.32%

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Received
5. Other Revenue from Own Sources				
Licenses & Permits				
Dog Registration	\$15,000	\$10,215	\$4,785	68.10%
Planning Department Zoning, etc.	5,000	2,438	2,562	48.76%
Building Permits	16,000	5,859	10,141	36.62%
Mobile Home Permits	90	0	90	0.00%
Vendors License	2,000	1,535	465	76.75%
Taxi-License & Operator	400	100	300	25.00%
	<u>38,490</u>	<u>20,147</u>	<u>18,343</u>	<u>52.34%</u>
Fines				
Parking Fines	6,000	680	5,320	11.33%
Sheriff Fines	47,500	16,407	31,093	34.54%
	<u>53,500</u>	<u>17,087</u>	<u>36,413</u>	<u>31.94%</u>
Rentals				
Mount Pleasant School	9,000	4,000	5,000	44.44%
Town Hall Lease	12,000	6,220	5,780	51.83%
Call Centre	111,784	27,628	84,156	24.72%
Court House Operating	0	0	0	0.00%
Registry of Deeds	16,536	4,134	12,402	25.00%
Trailer-Park	1,620	180	1,440	11.11%
Hangar Rent-Airport	1,043	1,044	(1)	100.10%
	<u>151,983</u>	<u>43,206</u>	<u>108,777</u>	<u>28.43%</u>
Return on Investments				
Interest on Investments	45,000	31,464	13,536	69.92%
	<u>45,000</u>	<u>31,464</u>	<u>13,536</u>	<u>69.92%</u>
Penalties and Interest on Taxes				
	<u>211,000</u>	<u>32,845</u>	<u>178,155</u>	<u>15.57%</u>

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Received
Recreation and Cultural Services				
Queens Place Recreation Facility				
Ice Rentals	225,000	46,923	178,077	20.85%
Concessions	6,000	3,682	2,318	61.37%
Fitness Revenue Memberships	151,000	19,361	131,639	12.82%
Fitness Classes	10,000	5,366	4,634	53.66%
Personal Trainer	5,500	373	5,127	6.78%
Sponsorships	10,000	12,500	(2,500)	125.00%
Advertising	27,500	650	26,850	2.36%
Facility Rentals	15,000	3,867	11,133	25.78%
Concert Event	124,500	131,552	(7,052)	105.66%
Room Rentals (Fitness/Community)	17,500	1,660	15,840	9.49%
Skate Sharpening	4,000	233	3,767	5.83%
Walking Track	15,500	2,654	12,846	17.12%
Tenant Lease	8,845	2,211	6,634	25.00%
Gate Revenues	5,000	12,069	(7,069)	241.38%
Public Skate	4,000	306	3,694	7.65%
Pop Machine Sales	4,000	98	3,902	2.45%
	<u>633,345</u>	<u>243,505</u>	<u>389,840</u>	<u>38.45%</u>
Recreation Program Revenue	<u>26,500</u>	<u>13,208</u>	<u>13,292</u>	<u>49.84%</u>
	<u>659,845</u>	<u>256,713</u>	<u>403,132</u>	<u>38.91%</u>
Miscellaneous				
Race Track Revenue	7,500	3,000	4,500	40.00%
Nova Scotia Travel Guide	15,500	0	15,500	0.00%
Fort Point Lighthouse Park	1,000	0	1,000	0.00%
Sundry Revenue	20,000	148	19,852	0.74%
VIC Revenue	6,000	250	5,750	4.17%
District 5 & 6 Community Rate Collected	38,248	38,227	21	99.95%
District 5 & 6 Community Paid	(38,248)	(20,000)	(18,248)	52.29%
RCMP Criminal Checks	2,700	1,374	1,326	50.89%
Library Coin Machine	280	53	227	18.93%
	<u>52,980</u>	<u>23,052</u>	<u>29,928</u>	<u>43.51%</u>
Total Other Revenue from Own Sources	<u>\$1,212,798</u>	<u>\$424,514</u>	<u>\$788,284</u>	<u>35.00%</u>

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Received
6. Unconditional Transfer from Other Governments				
Provincial Government				
Service Nova Scotia & Municipal Affairs				
Assessment Act, Farm Property Acreage	\$10,727	\$10,727	0	100.00%
Municipal Grants Act (Equalization)	1,217,234	304,309	912,925	25.00%
Total Unconditional Transfers from Other Gov.	\$1,227,961	\$315,036	\$912,925	25.66%
7. Conditional Transfers from Federal & Provincial Governments or Agencies				
Provincial Government				
Civic Numbering Grant	\$4,700	\$0	\$4,700	0.00%
RRFB waste separation funding	7,500	0	7,500	0.00%
Environmental Health Services				
Diversion Credits	49,000	0	49,000	0.00%
Total Conditional Transfers	\$61,200	\$0	\$61,200	0.00%
8. Other Transfers, Collections for Other Governments				
Transfers from own valuation allowances & equity				
Surplus of Prior Years	\$10,000	\$0	\$10,000	0.00%
Special Capital Reserve Fund (Nauss land)	0		0	0.00%
Special Capital - general reserve(call centre)	0		0	0.00%
Equipment reserve	15,000	0	15,000	0.00%
Special Operating Reserve Fund	204,650	51,163	153,488	25.00%
	\$229,650	\$51,163	\$178,488	22.28%
Total Revenue	\$18,879,834	\$13,477,150	\$5,402,684	71.38%

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
9. General Government Services				
Legislative				
Remuneration-Mayor	\$37,610	9,535	\$28,075	25.35%
Remuneration-Council	131,559	33,712	97,847	25.63%
Other				
Travel	5,500	869	4,631	15.80%
Other Expenses	17,129	1,753	15,376	10.23%
	<u>191,798</u>	<u>45,869</u>	<u>145,929</u>	<u>23.92%</u>
General Administrative				
Administrative	608,320	159,477	448,843	26.22%
Administrative Benefits	124,550	35,172	89,378	28.24%
Allocated -Water Utility	(55,000)	(13,750)	(41,250)	25.00%
Office Supplies	42,000	28,033	13,967	66.75%
Computer Insurance	7,096	0	7,096	0.00%
Equipment Mtnc/Lease Costs	12,000	2,249	9,751	18.74%
Computer System	45,000	24,389	20,611	54.20%
Staff Training Fund	12,000	2,669	9,331	22.24%
	<u>795,966</u>	<u>238,239</u>	<u>557,727</u>	<u>29.93%</u>
Financial Management				
	24,000	0	24,000	0.00%
Bank Charges	14,500	4,229	10,271	29.17%
	<u>38,500</u>	<u>4,229</u>	<u>34,271</u>	<u>10.98%</u>
Taxation				
Administration	56,363	15,004	41,359	26.62%
Tax Billings	17,700	6,779	10,921	38.30%
Tax Rebates or cancellations				
Reduced taxes (Section 69)	61,000	46,278	14,722	75.87%
Assessment Services	312,132	155,566	156,566	49.84%
Uncollectible Taxes	0	0	0	0.00%
Other Taxation-Tax Sale Costs	6,500	390	6,110	6.00%
	<u>453,695</u>	<u>224,017</u>	<u>229,678</u>	<u>49.38%</u>
Common Services-Administration Building				
Salary & Benefits	22,900	4,827	18,073	21.08%
Sanitary Supplies	750	34	716	4.53%
Insurance	4,031	0	4,031	0.00%
Electricity	31,930	9,061	22,869	28.38%
General Maintenance	20,000	1,451	18,549	7.26%
Utilities	2,000	0	2,000	0.00%
	<u>81,611</u>	<u>15,373</u>	<u>66,238</u>	<u>18.84%</u>
Other				
Legal Services	45,000	3,692	41,308	8.20%
Staff Relations Fund	7,000	328	6,672	4.69%
	<u>52,000</u>	<u>4,020</u>	<u>47,980</u>	<u>7.73%</u>

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
Other General Government Services				
Boundary Review	0	0	0	0.00%
Elections, plebiscites and ratepayers meetings	20,000	975	19,025	0.00%
	<u>20,000</u>	<u>975</u>	<u>19,025</u>	<u>0.00%</u>
Conventions & Delegations				
UNSM	5,687	5,687	0	100.00%
FCM	1,896	1,896	0	100.00%
Other-Councillors	5,000	700	4,300	14.00%
AMA	1,200	987	213	82.25%
	<u>13,783</u>	<u>9,270</u>	<u>4,513</u>	<u>67.26%</u>
General Accident & Damage Claims & Public Liability Insurance	1,751	0	1,751	0.00%
Grants to Other Organizations & Individuals Allocated & Contingency	46,500	46,500	0	100.00%
	<u>46,500</u>	<u>46,500</u>	<u>0</u>	<u>100.00%</u>
Other				
Scholarships	2,400	0	2,400	0.00%
Municipal Floats	1,800	154	1,646	8.56%
Pension/Administration Costs	450	423	27	94.00%
Advertising & Promotions	6,000	952	5,048	15.87%
Visual Identity/Newsletter	0	0	0	0.00%
Communications	8,000	312	7,688	3.90%
Contingency	0	0	0	0.00%
	<u>18,650</u>	<u>1,841</u>	<u>16,809</u>	<u>9.87%</u>
Total General Government Services	<u>\$1,714,254</u>	<u>\$590,333</u>	<u>\$1,123,921</u>	<u>34.44%</u>

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
10. Protective Services				
Police Protection				
Administration-Prosecution Fees	\$26,000	\$0	\$26,000	0.00%
DNA Testing	11,418	0	11,418	0.00%
Correction Services	180,907	90,454	90,453	50.00%
Satellite Office Caledonia	1,000	179	821	17.90%
Crime Investigation Prevention & Protective Services	1,959,022	489,756	1,469,267	25.00%
	<u>2,178,347</u>	<u>580,389</u>	<u>1,597,959</u>	<u>26.64%</u>
Enforcement				
Building/Fire Inspection				
Salary	81,395	20,678	60,717	25.40%
Telephone	500	159	341	31.80%
Travel	500	0	500	0.00%
Insurance Liability/Vehicle	1,526	0	1,526	0.00%
Gasoline	3,000	750	2,250	25.00%
Maintenance Vehicle	1,500	56	1,444	3.73%
Supplies	1,000	0	1,000	0.00%
Training/Memberships	2,000	1,544	456	77.20%
Contingency	0	0	0	0.00%
	<u>91,421</u>	<u>23,187</u>	<u>68,234</u>	<u>25.36%</u>
Bylaw Enforcement				
Salary	71,348	17,944	53,404	25.15%
Gasoline	3,000	750	2,250	25.00%
Uniform	500	0	500	0.00%
Insurance Liability/Vehicle	1,576	0	1,576	0.00%
Telephone	1,000	254	746	25.40%
Training/Memberships	500	75	425	15.00%
Dog Tags	0	0	0	0.00%
Maintenance Dog Pound	500	148	352	29.60%
Maintenance Vehicle	500	0	500	0.00%
Unsitghtly Premise	1,500	0	1,500	0.00%
Parking Meters Repairs/Tickets	2,500	188	2,312	7.52%
Supplies for Dog Control	400	0	400	0.00%
	<u>83,324</u>	<u>19,359</u>	<u>63,965</u>	<u>23.23%</u>
	<u>174,745</u>	<u>42,546</u>	<u>132,199</u>	<u>24.35%</u>
Fire Protection				
Fire Fighting Force				
Grants to Volunteer Fire Departments	327,637	163,567	164,070	49.92%
Fire Department Safety Training	40,000	3,706	36,294	9.27%
Capital Reserve transfers	0	27,500	(27,500)	0.00%
Fire Services Equipment	125,000	125,000	0	100.00%
Dry Hydrant Maintenance	5,000	185	4,815	3.70%
Interest on Loans	0	0	0	0.00%
Workers Compensation	13,480	2,002	11,478	14.85%
Medical Insurance	5,564	5,564	0	100.00%
1st Responders Insurance	3,972	0	3,972	0.00%
Liability Insurance	19,762	0	19,762	0.00%
	<u>540,415</u>	<u>327,524</u>	<u>212,891</u>	<u>60.61%</u>

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
Fire Alarm Systems				
Answering Contract	28,335	2,401	25,934	8.47%
Base Station/Antenna	750	72	678	9.60%
	<u>29,085</u>	<u>2,473</u>	<u>26,612</u>	<u>8.50%</u>
Water Supply and Hydrants	<u>197,235</u>	<u>49,309</u>	<u>147,926</u>	<u>25.00%</u>
Fire Station Building				
Insurance/Building/Boiler	1,710	0	1,710	0.00%
Fuel	20,000	1,931	18,069	9.66%
Utilities	17,000	2,972	14,028	17.48%
Building Repairs & Grounds	5,000	229	4,771	4.58%
	<u>43,710</u>	<u>5,132</u>	<u>38,578</u>	<u>11.74%</u>
Other Fire Protection				
Snow Removal N.Q. Fire Hydrants	3,000	0	3,000	0.00%
Emergency Measures				
Local EMO	18,700	4,174	14,526	22.32%
Ground Search & Rescue-Fuel	3,500	212	3,288	6.06%
Vehicle Insurance	9,728	7,902	1,826	81.23%
Electricity	2,100	667	1,433	31.76%
Insurance	391	0	391	0.00%
Building Maintenance	2,500	0	2,500	0.00%
	<u>36,919</u>	<u>12,955</u>	<u>23,964</u>	<u>35.09%</u>
Other				
Court House Power Water & Sewer	1,800	138	1,662	7.67%
Heat	3,500	1,178	2,322	33.66%
Insurance, Fire & Liability	3,742	0	3,742	0.00%
Salary & Benefits	0	0	0	0.00%
Sanitary Supplies	200	50	150	25.00%
Repairs & Maintenance	5,000	320	4,680	6.40%
	<u>14,242</u>	<u>1,686</u>	<u>12,556</u>	<u>11.84%</u>
Total Protective Services	<u>\$3,217,698</u>	<u>\$1,022,013</u>	<u>\$2,195,685</u>	<u>31.76%</u>

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
11. Transportation Services-Common Services Administration				
Salaries Supervision	\$274,766	66,246	\$208,520	24.11%
Benefits Supervision	54,419	15,179	39,240	27.89%
Wages Regular	547,660	124,389	423,271	22.71%
Benefits Regular	130,401	24,781	105,620	22.60%
Wages Overtime	34,367	7,087	27,280	20.62%
Benefits Overtime	6,757	676	6,081	10.00%
Telephone	3,000	487	2,513	16.23%
Travel	500	112	388	22.40%
Radio Equipment	8,500	3,365	5,135	39.59%
Insurance-Vehicle Director	1,267	0	1,267	0.00%
Allocated Out-Supervision	(29,062)	(7,266)	(21,797)	25.00%
Allocated Out-Benefits Supervision	(5,261)	(1,315)	(3,946)	25.00%
Allocated Out-Salaries Other	(59,592)	(14,898)	(44,694)	25.00%
Allocated Out-Benefits Other	(13,935)	(3,484)	(10,451)	25.00%
Allocated Out-Other Sal. Water	(134,726)	(33,682)	(101,045)	25.00%
Allocated Out-Other Benefits Water	(28,831)	(7,208)	(21,623)	25.00%
Allocated Out- Salaries Landfill	(25,094)	(6,274)	(18,821)	25.00%
Allocated Out- Benefits Landfill	(6,143)	(1,536)	(4,607)	25.00%
Right of Ways/Tree Maintenance	1,000	0	1,000	0.00%
Contracts and Agreements	30,000	4,122	25,878	13.74%
	<u>789,993</u>	<u>170,783</u>	<u>619,210</u>	<u>21.62%</u>
Common Services-Equipment Operations				
Salary & Benefits Mechanic	80,384	18,531	61,853	23.05%
Equipment Oil	9,000	1,707	7,293	18.97%
Equipment Gas	45,000	11,579	33,421	25.73%
Equipment Diesel	75,000	12,475	62,525	16.63%
Trucks-Repairs Parts	90,000	19,374	70,626	21.53%
Trucks-Insurance	12,685	0	12,685	0.00%
Compressor-Repairs	500	0	500	0.00%
Sidewalk Plowing Repairs & Parts	3,000	0	3,000	0.00%
Plow Insurance	5,763	0	5,763	0.00%
Pumps	2,000	0	2,000	0.00%
Welding Machine & Rods	2,500	1,576	924	63.04%
Loader-Repairs Parts	15,000	1,416	13,584	9.44%
Excavator Repairs 330	25,000	4,966	20,034	19.86%
Loader-Insurance	3,597	0	3,597	0.00%
Backhoe -Repairs Parts	5,500	1,318	4,182	23.96%
Backhoe - Insurance	386	0	386	0.00%
Roller/Compactor - Repairs	4,500	0	4,500	0.00%
Contracted Services	11,000	1,251	9,749	11.37%
	<u>390,815</u>	<u>74,193</u>	<u>316,622</u>	<u>18.98%</u>

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
Small tools and Equipment				
Tools/Insurance	7,500	2,293	5,207	30.57%
Small Equipment	7,500	3,665	3,835	48.87%
Salt Spreader/Snow Blower	7,000	62	6,938	0.89%
Safety Equipment	14,500	7,320	7,180	50.48%
Sweeper	250	75	175	30.00%
	<u>36,750</u>	<u>13,415</u>	<u>23,335</u>	<u>36.50%</u>
Works/Storage Garage				
Insurance	1,127	0	1,127	0.00%
Electricity/Heat/Utilities	12,500	1,838	10,662	14.70%
Repairs	4,500	1,743	2,757	38.73%
Salt Shed	2,500	748	1,752	29.92%
	<u>20,627</u>	<u>4,329</u>	<u>16,298</u>	<u>20.99%</u>
Works Garage Bristol Avenue				
Insurance	1,449	0	1,449	0.00%
Electricity/Heat/Utilities	26,500	3,528	22,972	13.31%
Repairs	17,000	3,306	13,694	19.45%
	<u>44,949</u>	<u>6,834</u>	<u>38,115</u>	<u>15.20%</u>
Liability Insurance	<u>11,937</u>	<u>0</u>	<u>11,937</u>	<u>0.00%</u>
Staff Training	<u>6,000</u>	<u>4,353</u>	<u>1,647</u>	<u>72.55%</u>
Total Common Services	<u>1,301,071</u>	<u>533,907</u>	<u>767,164</u>	<u>41.04%</u>
Road Transport				
Roads and Streets				
Road Levy	240,993	60,248	180,744	25.00%
Streets-Material	10,000	806	9,194	8.06%
Use of Gravel	10,000	831	9,169	8.31%
Dust Control	1,000	0	1,000	0.00%
Meal Allowance	6,000	0	6,000	0.00%
Sidewalks Renewal	25,000	6,908	18,092	27.63%
Pavement Patching Material	10,000	0	10,000	0.00%
Sidewalks Material	42,500	4,193	38,307	9.87%
Ditching	3,000	0	3,000	0.00%
Drains Material	3,000	2,127	873	70.90%
Catch Basin Material	3,500	0	3,500	0.00%
Snow Removal Salt	50,700	4,798	45,902	9.46%
Salt Transportation Charges	33,500	0	33,500	0.00%
Street Cleaning	13,500	0	13,500	0.00%
Signs & Crosswalks Material	31,000	0	31,000	0.00%
Street Line Surveying	1,000	0	1,000	0.00%
Vehicle Registration	17,000	3,239	13,761	19.05%
Paving	200,087	22,928	177,159	11.46%
	<u>701,780</u>	<u>106,078</u>	<u>595,701</u>	<u>15.12%</u>

**Page 13
Expenditures**

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
Debenture Principal & Interest				
Principal	58,500	58,500	0	100.00%
Interest	3,031	3,031	0	100.00%
	<u>61,531</u>	<u>61,531</u>	<u>0</u>	<u>100.00%</u>
Road Transport				
Street lighting				
Rental	324,525	58,995	265,530	18.18%
Light Replacements	3,500	0	3,500	0.00%
	<u>328,025</u>	<u>58,995</u>	<u>269,030</u>	<u>17.98%</u>
Debenture Principal & Interest				
Principal	14,205	14,205	0	100.00%
Interest	2,065	2,065	0	100.00%
	<u>16,270</u>	<u>16,270</u>	<u>0</u>	<u>100.00%</u>
Air Transportation				
Administration				
Airport Insurance	5,372	3,569	1,803	66.44%
Building/Grounds	2,500	0	2,500	0.00%
Heat/Lights/Fuel	950	73	877	7.68%
	<u>8,822</u>	<u>3,642</u>	<u>5,180</u>	<u>41.28%</u>
Total Transportation Services	<u><u>\$2,417,499</u></u>	<u><u>\$520,423</u></u>	<u><u>\$1,897,075</u></u>	<u><u>21.53%</u></u>

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
R.Q.M. Sewage Collection & Disposal				
R.Q.M. Sewage Administration				
Insurance-Caledonia	\$3,242	\$0	3,242	0.00%
Insurance-STP Liverpool	12,503	0	12,503	0.00%
Insurance-Milton	1,221	0	1,221	0.00%
Training STP Liverpool	2,000	860	1,140	43.00%
	<u>18,966</u>	<u>860</u>	<u>18,106</u>	<u>4.53%</u>
R.Q.M. Sewage Collection Systems				
South Queens Sewer Labour	17,256	4,314	12,942	25.00%
South Queens Sewer Benefits	4,038	1,010	3,029	25.00%
South Queens Sewer Materials	10,000	1,736	8,264	17.36%
South Queens Sewer Gravel	5,000	0	5,000	0.00%
South Queens Pump Stn. Power/Parts - main	16,000	5,506	10,494	34.41%
South Queens General Maintenance	2,000	961	1,039	48.05%
SQ - Sewer Line Cleaning	6,500	1,625	4,875	25.00%
South Queens Sewer Line Cleaning Labour	1,948	487	1,461	25.00%
South Queens Sewer Line Cleaning Benefits	456	114	342	25.00%
North Queens - Pump Power	10,500	2,412	8,088	22.97%
North Queens Sewer - Bldg Maintenance	7,500	2,108	5,392	28.11%
North Queens Sewer-Labour	16,690	4,173	12,518	25.00%
	<u>97,888</u>	<u>24,445</u>	<u>73,441</u>	<u>24.97%</u>
R.Q.M. Sewage Treatment & Disposal				
Sewer Cleaning-North Queens	3,000	0	3,000	0.00%
STP Operations-South Queens	85,000	20,128	64,872	23.68%
STP Operations Labour-South Queens	26,860	6,715	20,145	25.00%
STP Operations-Benefits South Queens	6,279	1,570	4,709	25.00%
Sludge Removal	30,000	7,500	22,500	25.00%
Pumping Station Power & Part	65,000	8,597	56,403	13.23%
	<u>216,139</u>	<u>44,510</u>	<u>171,628</u>	<u>20.59%</u>
Debenture Principal & Interest				
Principal	21,270	21,270	0	100.00%
Interest	532	532	0	100.00%
	<u>21,802</u>	<u>21,802</u>	<u>0</u>	<u>100.00%</u>
R.Q.M. Total Sewage and Disposal	<u>354,795</u>	<u>91,617</u>	<u>263,175</u>	<u>25.82%</u>

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
Garbage Collection & Disposal Administration				
Salary and Benefits	67,137	17,944	49,193	26.73%
Travel	5,000	1,619	3,381	32.38%
Telephone	1,800	363	1,437	20.17%
Promotions/Public Education	18,500	6,002	12,498	32.44%
Special Projects	5,000	0	5,000	0.00%
Contingency	-	0	0	0.00%
	<u>97,437</u>	<u>25,928</u>	<u>71,509</u>	<u>26.61%</u>
Garbage & Waste Collection				
Derelict Vehicle Program	2,000	1,185	815	59.25%
Solid Waste Transfer	317,586	61,690	255,896	19.42%
Garbage Boxes	16,000	273	15,727	1.71%
Solid Waste Contracts for Collection	626,798	155,833	470,965	24.86%
	<u>962,384</u>	<u>218,981</u>	<u>743,403</u>	<u>22.75%</u>
Landfill				
Salary and Benefits	273,659	74,756	198,903	27.32%
Insurance	26,501	0	26,501	0.00%
Equipment/Facility Operation	185,000	40,108	144,892	21.68%
Gravel Stockpile	20,000	0	20,000	0.00%
Control Program	42,500	14,795	27,705	34.81%
Seeding & Grading	1,000	0	1,000	0.00%
Household Hazardous Waste	3,000	0	3,000	0.00%
C & D Chipping	10,000	0	10,000	0.00%
Advertising	500	0	500	0.00%
Leachate Management	90,000	10,512	79,488	11.68%
General Supplies & Materials	5,000	3,544	1,456	70.88%
Meal Allowance	1,000	350	650	35.00%
Post Closure	233,916	70,367	163,549	30.08%
Post Closure Queens	18,833	3,139	15,694	16.67%
	<u>910,909</u>	<u>217,571</u>	<u>693,338</u>	<u>23.89%</u>
Debenture Principal & Interest				
Principal	51,283	51,283	0	100.00%
Interest	19,237	19,237	0	100.00%
	<u>70,520</u>	<u>70,520</u>	<u>0</u>	<u>100.00%</u>
Recycling				
Recycling Facility Operating	49,500	6,309	43,191	12.75%
Organics Disposal	216,451	34,928	181,523	16.14%
MRF Labour	327,331	74,839	252,492	22.86%
Leaf & Yard Operations	15,000	338	14,662	2.25%
	<u>608,282</u>	<u>116,414</u>	<u>491,868</u>	<u>19.14%</u>
Debenture Principal & Interest				
Principal	0	0	0	0.00%
Interest	0	0	0	0.00%
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>
Total Garbage & Waste Collection & Disposal	<u>2,649,532</u>	<u>649,414</u>	<u>2,000,118</u>	<u>24.51%</u>
Total Environmental Health Services	<u>\$3,004,327</u>	<u>\$741,031</u>	<u>\$2,263,293</u>	<u>24.67%</u>

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
13. Public Health				
Hillsview Acres	\$1,241,614	\$312,148	\$929,466	25.14%
Deficit of Regional Housing Authority	90,000	0	90,000	0.00%
	90,000	0	90,000	0.00%
Mount Pleasant School				
Sanitary Supplies	1,000	344	656	34.40%
Insurance	1,241	0	1,241	0.00%
Heating	8,500	1,103	7,397	12.98%
Electricity	7,800	1,845	5,955	23.65%
Maintenance	13,000	8,477	4,523	65.21%
	31,541	11,769	19,772	37.31%
	\$1,363,155	\$323,917	\$1,039,238	23.76%
14. Environment Development Services				
(Planning)				
Administration				
Salaries & Benefits	\$224,471	61,008	\$163,463	27.18%
Supplies	1,500	102	1,398	6.80%
Library	200	0	200	0.00%
Registration Costs-Deeds Office	500	0	500	0.00%
	226,671	61,110	165,561	26.96%
Planning Other				
Travel	1,500	414	1,086	27.60%
Liability Insurance	800	0	800	0.00%
Civic Number Private Road Signage	250	48	202	19.20%
Training/Memberships	1,000	200	800	20.00%
Telephone	400	167	233	41.75%
Advertising	2,000	473	1,527	23.65%
Heritage Property	500	0	500	0.00%
GIS Project	1,500	0	1,500	0.00%
Appraisals	0	4,171	(4,171)	0.00%
Planning Bylaw Review	20,000	5,000	15,000	25.00%
Surveying	10,000	0	10,000	0.00%
Contingency	0	0	0	0.00%
	37,950	10,473	27,477	27.60%
Total Environmental Planning	264,621	71,583	193,038	27.05%
Other Environment Development Services				
(Tourism & Economic Development)				
Salaries & Benefits				
Salaries & Benefits	170,818	47,486	123,332	27.80%
Supplies/Materials/Operations				
Supplies	2,000	440	1,560	22.00%
Photocopying	200	51	149	25.50%
Postage	200	93	107	46.50%
Telephone	800	219	581	27.38%
Library/Resource	200	130	70	65.00%
	3,400	933	2,467	27.44%

Page 17
Expenditures

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
Department Services/Projects				
Brochure Update & Productions	5,000	3,650	1,350	73.00%
Queens Waterfront Development				
Port Medway Lighthouse/Waterfront	6,000	3,277	2,724	54.61%
	6,000	3,277	2,724	54.61%
Publicity & Advertising				
Website Development	3,000	943	2,057	31.43%
South West Nova Guide	-	0	0	0.00%
NS Travel Guide	15,500	0	15,500	0.00%
Signage Development & Mtnc.	2,000	0	2,000	0.00%
Miscellaneous	5,000	400	4,600	8.00%
	25,500	1,343	24,157	5.27%
Facilities				
Christmas Lighting	6,000	0	6,000	0.00%
Liability Insurance	1,281	0	1,281	0.00%
Farmers Market	500	0	500	0.00%
Tourist Bureau Repairs	3,500	1,740	1,760	49.71%
	11,281	1,740	9,541	15.42%
Fort Point Lighthouse Park				
Insurance	4,404	0	4,404	0.00%
Salary/Benefits	0	0	0	0.00%
Supplies	0	0	0	0.00%
Utilities	5,200	1,717	3,483	33.02%
Miscellaneous/Repairs	3,500	118	3,382	3.37%
Gift Shop Supplies	0	0	0	0.00%
Payment to Crafters	0	0	0	0.00%
	13,104	1,835	11,269	14.00%
Call Centre				
Maintenance	75,000	19,408	55,592	25.88%
Real Property Taxes	105,750	105,750	0	100.00%
Insurance	1,958	0	1,958	0.00%
	182,708	125,158	57,550	68.50%
Debenture Principal & Interest				
Principal	13,795	13,795	0	100.00%
Interest	1,982	1,982	0	100.00%
	15,777	15,777	0	100.00%

Page 18
Expenditures

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
Other				
VIC Operations	42,821	21,645	21,176	50.55%
Tourism Initiatives	4,000	2,264	1,736	56.60%
Training	4,500	1,342	3,158	29.82%
Travel	2,500	331	2,169	13.24%
Membership	500	367	133	73.40%
Contingency	-	0	0	0.00%
	<u>54,321</u>	<u>25,949</u>	<u>28,372</u>	<u>47.77%</u>
Economic Development				
Regional Development - REN	29,604	15,597	14,007	52.69%
Regional Economic Development	22,500	7,500	15,000	33.33%
Community Economic Diversification	18,500	4,482	14,018	24.23%
EDED- Supplies (transfer from prov)	2,500	0	2,500	0.00%
	<u>73,104</u>	<u>27,579</u>	<u>45,525</u>	<u>37.73%</u>
Total Tourism and Economic Development	<u>561,013</u>	<u>254,726</u>	<u>306,287</u>	<u>45.40%</u>
Total Environmental Development Serv	<u>\$825,634</u>	<u>\$326,309</u>	<u>499,325</u>	<u>39.52%</u>
15. Recreation and Cultural Services				
Recreation Facilities				
Swimming Pool/Beach				
Staff Wages/Benefits-NQAC	\$13,863	\$2,401	\$11,462	17.32%
Utilities-NQAC	1,800	370	1,430	20.56%
Supplies-NQAC	800	0	800	0.00%
Maintenance-NQAC	4,500	383	4,117	8.51%
Staff Training/Travel- NQAC	500	127	373	25.40%
Insurance-NQAC	1,442	0	1,442	0.00%
Staff Wages/Benefits-Milton Pool	20,420	3,367	17,053	16.49%
Utilities-Milton Pool	1,250	74	1,176	5.92%
Supplies-Milton Pool	1,000	366	634	36.60%
Maintenance-Milton Pool	17,500	10,137	7,363	57.93%
Staff Training/Travel-Milton Pool	500	0	500	0.00%
Insurance-Milton Pool	441	0	441	0.00%
Beach Meadows Beach	5,000	1,166	3,834	23.32%
	<u>69,016</u>	<u>18,391</u>	<u>50,625</u>	<u>26.65%</u>

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
Parks/Playgrounds				
Planter Maintenance	4,000	659	3,341	16.48%
Liverpool Waterfront Lights/Water	8,000	427	7,573	5.34%
Grounds Keepers	129,474	52,400	77,074	40.47%
Gasoline Grounds Keepers	5,000	1,250	3,750	25.00%
Trestle Trail	0	296	(296)	0.00%
Liability Insurance	8,688	0	8,688	0.00%
Softball Fields	3,000	473	2,527	15.77%
Other Facilities - general operations/ins.	27,114	17,150	9,964	63.25%
Other Facilities - Maintenance	20,000	1,479	18,521	7.40%
Signage - Community	10,000	4,760	5,240	47.60%
Equipment/CSA Standards	15,000	417	14,583	2.78%
	<u>230,276</u>	<u>79,311</u>	<u>150,965</u>	<u>34.44%</u>
Queens Place Community Facility				
Salaries	580,276	155,519	424,757	26.80%
Contingency	0	0	0	0.00%
Training/Memberships	3,970	1,092	2,878	27.51%
Canteen Supplies	4,000	4	3,996	0.10%
Marketing/Promotions	10,000	176	9,824	1.76%
Special Events	14,000	3,496	10,504	24.97%
Special Events Concert	124,500	126,879	(2,379)	101.91%
Office Supplies/Postage	4,300	1,347	2,953	31.33%
Insurance	11,918	0	11,918	0.00%
Licenses & Fees	15,000	1,413	13,587	9.42%
Fitness Equipment	20,000	1,578	18,422	7.89%
Telephone	10,060	1,639	8,421	16.29%
Power	235,000	53,991	181,010	22.97%
Propane	5,500	742	4,758	13.49%
Fuel Costs	34,745	6,893	27,852	19.84%
Facility Maintenance - Building Systems	100,000	12,821	87,179	12.82%
General Operations	20,000	3,591	16,409	17.96%
General Equipment Maintenance	11,400	1,563	9,837	13.71%
Sewer & Water Fees	9,500	2,375	7,125	25.00%
	<u>1,214,169</u>	<u>375,119</u>	<u>839,051</u>	<u>30.90%</u>
Debenture Principal & Interest				
Principal	158,369	158,369	0	100.00%
Interest	80,658	80,658	0	100.00%
	<u>239,027</u>	<u>239,027</u>	<u>0</u>	<u>100.00%</u>
Subtotal Recreation Facilities	<u>1,752,488</u>	<u>711,848</u>	<u>1,040,641</u>	<u>40.62%</u>

**Page 20
Expenditures**

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
Cultural Buildings & Facilities				
Historical Burial Grounds	1,500	81	1,419	5.40%
Museums				
Blacksmith Museum	1,200	151	1,049	12.58%
Old Town Hall/Astor Theatre Insurance	4,155	0	4,155	0.00%
Old Town Hall/Astor Theatre Electricity & Fuel	39,000	3,852	35,148	9.88%
Old Town Hall/Astor Theatre Building Maintenance	67,500	12,212	55,288	18.09%
Old Town Hall/Astor Theatre General Operations	22,500	1,951	20,549	8.67%
	<u>134,355</u>	<u>18,166</u>	<u>116,189</u>	<u>13.52%</u>
Library				
Regional Library	80,000	19,649	60,351	24.56%
Library Operations	65,000	20,431	44,569	31.43%
	<u>145,000</u>	<u>40,080</u>	<u>104,920</u>	<u>27.64%</u>
Other Recreation and Cultural Services				
Salaries & Benefits	167,458	47,064	120,394	28.10%
Postage/Courier	750	34	716	4.53%
Telephone	1,000	271	729	27.10%
Office Supplies	2,500	183	2,317	7.32%
Photocopying	2,000	284	1,716	14.20%
Travel	3,000	525	2,475	17.50%
Equipment Repair/Replace	1,000	0	1,000	0.00%
Spring Programs	2,500	2,916	(416)	116.64%
Summer Programs	8,600	4,296	4,304	49.95%
Fall Programs	2,500	0	2,500	0.00%
Winter Programs	3,500	0	3,500	0.00%
Volunteer Recognition	1,000	29	971	2.90%
Promotion	11,500	3,535	7,965	30.74%
Community Grants & Programs	15,750	10,855	4,895	68.92%
Summer Staff	5,700	1,068	4,633	18.73%
Aquatic Training	1,000	0	1,000	0.00%
Memberships	300	50	250	16.67%
Training/Workshops	2,000	0	2,000	0.00%
Fitness Training	0	0	0	0.00%
Canada Day Celebrations	12,500	14,005	(1,505)	112.04%
Physical Activity Strategy	2,500	260	2,240	10.40%
Contingency	0	0	0	0.00%
	<u>247,058</u>	<u>85,375</u>	<u>161,684</u>	<u>34.56%</u>
Total Recreation & Cultural Services	<u>\$2,280,401</u>	<u>\$855,549</u>	<u>\$1,424,852</u>	<u>37.52%</u>

Page 21
Expenditures

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
Transfers to Own Reserves, funds & Agencies				
Reserve Transfer-Special Operating Reserve				
Reserve Fund-Spec Oper Res 2nd Gen				
Landfill	\$ 516,313	\$129,078	387,235	25.00%
Reserve Fund-Sewer	170,636	42,659	127,977	25.00%
Reserve Fund-Special Projects	202,438	50,610	151,829	25.00%
RRF-Diversion Credits	49,000	0	49,000	0.00%
	<u>938,387</u>	<u>222,347</u>	<u>716,040</u>	<u>23.69%</u>
Reserve Transfer-Special Capital Reserve				
Reserve Fund-Equipment Reserve				
Landfill Equipment	201,283	50,321	150,962	25.00%
Equipment Reserve Transfer	150,000	37,500	112,500	25.00%
Equipment Reserve-Fire Departments	4,000	1,000	3,000	25.00%
	<u>355,283</u>	<u>88,821</u>	<u>266,462</u>	<u>25.00%</u>
General Capital Fund				
Capital from Surplus (offset by reserve)	0		0	0.00%
General Capital Out of Revenue	0	0	0	0.00%
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>
Total Transfers to Own Reserves, funds and agencies	<u>1,293,670</u>	<u>311,168</u>	<u>982,503</u>	<u>24.05%</u>
Conditional Transfers to other governments and agencies				
Appropriation to Regional School Board	2,760,501	690,125	2,070,376	25.00%
Total Conditional Transfers to other governments and agencies	<u>2,760,501</u>	<u>690,125</u>	<u>2,070,376</u>	<u>25.00%</u>
Total Fiscal Services	<u>\$4,054,171</u>	<u>\$1,001,293</u>	<u>\$3,052,878</u>	<u>24.70%</u>
Total Expenditures	<u>\$18,877,139</u>	<u>\$5,380,868</u>	<u>\$13,496,267</u>	<u>28.50%</u>

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
SALARIES & BENEFITS				
Salaries & Wages	\$820,029	\$218,706	\$601,323	26.67%
Benefits	202,828	46,117	156,711	22.74%
	<u>1,022,857</u>	<u>264,823</u>	<u>758,034</u>	<u>25.89%</u>
BUILDING EXPENSES				
Smoke Detectors & Fire Alarm	2,000	282	1,718	14.10%
Electricity	19,000	3,068	15,932	16.15%
Fuel	22,000	3,768	18,232	17.13%
Propane	10,000	575	9,425	5.75%
Insurance	6,544	0	6,544	0.00%
Sprinkler Repairs	10,000	0	10,000	0.00%
General Maintenance	30,913	8,244	22,669	26.67%
	<u>100,457</u>	<u>15,937</u>	<u>84,520</u>	<u>15.86%</u>
EQUIPMENT & SUPPLIES				
Equipment & Material ... additional upgrades/improvements pd by reserve	3,000	1,014	1,986	33.80%
Building Improvements	0	0	0	0.00%
Cleaning Supplies	9,450	2,197	7,253	23.25%
Supplies & Utensils	2,850	690	2,160	24.21%
Linen Supplies	1,800	1,768	32	98.22%
Grounds Maintenance	5,000	381	4,619	7.62%
	<u>22,100</u>	<u>8,761</u>	<u>16,050</u>	<u>39.64%</u>
RESIDENT'S EXPENSES				
Food	65,000	14,553	50,447	22.39%
Medical Supplies	5,500	1,453	4,047	26.42%
Sanitary Supplies	2,000	1,407	593	70.35%
Activity Supplies	4,000	1,114	2,886	27.85%
	<u>76,500</u>	<u>18,527</u>	<u>57,973</u>	<u>24.22%</u>

Page 2
Hillsview Acres

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
OTHER				
Telephone	4,000	503	3,497	12.58%
Travel-Administration	2,700	957	1,743	35.44%
Training	7,000	1,500	5,500	21.43%
Office Supplies	3,000	955	2,045	31.83%
Contingency	3,000	185	2,815	6.17%
	<u>19,700</u>	<u>4,100</u>	<u>15,600</u>	<u>20.81%</u>
TOTAL	<u>\$1,241,614</u>	<u>\$312,148</u>	<u>\$932,177</u>	<u>25.14%</u>

Page 1
Water Utility
Revenue

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Received
OPERATING REVENUE				
Meter Sales	\$492,000	\$117,428	\$374,572	23.87%
Public Fire Protection-Hydrants	197,235	49,309	147,926	25.00%
Sprinkler Service	4,320	0	4,320	0.00%
Plate Fee & Shut Off	2,000	340	1,660	17.00%
Connection Fee	2,700	2,935	(235)	108.70%
Total Operating Revenues	\$698,255	\$170,012	528,243	24.35%
Non-Operating Revenue				
Interest Earned	\$24,000	\$2,248	21,752	9.37%
Miscellaneous Contracting Fees	\$7,500	0	7,500	0.00%
	\$31,500	\$2,248	\$29,252	7.14%
Total Oper. & Non Operating Rev.	\$729,755	\$172,260	\$557,495	23.61%

	2016/2017 Region Budget	To Date	Balance Remaining	% Spent
OPERATING EXPENDITURES				
Source Of Supply				
Reading Meters	\$14,892	\$3,723	\$11,169	25.00%
Total Source of Supply	<u>\$14,892</u>	<u>\$3,723</u>	<u>\$11,169</u>	<u>25.00%</u>
WATER TREATMENT				
Purification Labour	<u>\$32,239</u>	<u>\$8,060</u>	<u>24,179</u>	<u>25.00%</u>
Operation Supply & Expense				
Chemicals & Additives	90,000	22,494	67,506	24.99%
Water Testing	<u>11,000</u>	<u>1,960</u>	<u>9,040</u>	<u>17.82%</u>
	<u>101,000</u>	<u>24,454</u>	<u>76,546</u>	<u>24.21%</u>
Maintenance Treatment Plant				
Main. Structures/Improvements	20,000	4,187	15,813	20.94%
Maintenance Pumping Equipment	6,500	0	6,500	0.00%
Electricity	64,000	16,455	47,545	25.71%
Generator	500	121	379	24.20%
Backwash Residue	<u>15,000</u>	<u>3,750</u>	<u>11,250</u>	<u>25.00%</u>
	<u>106,000</u>	<u>24,513</u>	<u>81,487</u>	<u>23.13%</u>
Total Water Treatment	<u>\$239,239</u>	<u>\$57,027</u>	<u>\$182,212</u>	<u>23.84%</u>

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
TRANSMISSION/DISTRIBUTION				
Operation Labour Mains	\$59,359	\$14,840	\$44,519	25.00%
Operation Labour-Meters	5,728	1,432	4,296	25.00%
Water Leaks-Labour	22,911	5,728	17,183	25.00%
Flushing Labour	19,265	4,816	14,449	25.00%
	<u>107,263</u>	<u>26,816</u>	<u>80,447</u>	<u>25.00%</u>
Maintenance Transmission/Distribution				
Maintenance of Mains (Material)	19,000	0	19,000	0.00%
Use of Gravel	2,500	0	2,500	0.00%
Maintenance of Meters	5,000	0	5,000	0.00%
Maintenance of Hydrants/Valves	12,000	0	12,000	0.00%
Maintenance Hydrant/Valve-Labour	9,164	2,291	6,873	25.00%
Street Patching	1,000	0	1,000	0.00%
Town Well (Cowie Pond)	500	0	500	0.00%
	<u>49,164</u>	<u>2,291</u>	<u>46,873</u>	<u>4.66%</u>
Total Transmission/Distribution	\$156,427	\$29,107	\$127,319	18.61%

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
Consumer Accounting & Collection Accounts Written Off	\$1,500	\$0	\$1,500	0.00%
Salaries & Benefits				
Superintendent	19,653	4,913	14,739	25.00%
Engineer	14,670	3,668	11,003	25.00%
Office Salaries Allocated	55,000	13,750	41,250	25.00%
	89,323	22,331	66,991	25.00%
Administration & General				
General Office Expense				
Office Supplies & Expenses	5,500	2,307	3,193	41.95%
Contracting Services	4,000	0	4,000	0.00%
Computer Services	7,000	4,664	2,336	66.63%
Advertising Expense	2,500	1,218	1,282	48.72%
Courses & Seminars	2,500	860	1,640	34.40%
	21,500	9,049	12,451	42.09%
Professional Fees				
Auditors	5,500	0	5,500	0.00%
Legal	500	0	500	0.00%
	6,000	0	6,000	0.00%

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
Regulatory Expenses				
Public Utility Levy	1,550	0	1,550	0.00%
	<u>1,550</u>	<u>0</u>	<u>1,550</u>	<u>0.00%</u>
Insurance	15,743		15,743	0.00%
Maintenance General Property				
Truck Repairs-Transportation	1,500	0	1,500	0.00%
Water Truck Insurance	1,420		1,420	0.00%
Excavator Repairs	1,500	0	1,500	0.00%
Excavator Insurance	1,140		1,140	0.00%
	<u>5,560</u>	<u>0</u>	<u>5,560</u>	<u>0.00%</u>
Other General Expenses				
Tools & Shop Expense	5,000	73	4,927	1.46%
Safety Equipment	500	0	500	0.00%
Meal Allowance	500	0	500	0.00%
Travel Other	500	0	500	0.00%
	<u>6,500</u>	<u>73</u>	<u>6,427</u>	<u>1.12%</u>
Total Administration	<u>\$147,676</u>	<u>\$31,453</u>	<u>\$116,222</u>	<u>21.30%</u>

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
Depreciation	\$104,100	\$26,025	\$78,075	25.00%
Total Operating Expenditures	<u>\$662,334</u>	<u>\$147,334</u>	<u>\$514,998</u>	<u>22.24%</u>
NON-OPERATING EXPENDITURES				
Principal Installments LTD	\$40,934	\$40,934	\$0	100.00%
Interest on Long Term Debt	24,356	24,256	100	99.59%
	<u>65,290</u>	<u>65,190</u>	<u>100</u>	<u>99.85%</u>
Total Non-Operating Expenditures	<u>\$65,290</u>	<u>\$65,190</u>	<u>\$100</u>	<u>99.85%</u>
Total Oper. & Non-Oper. Expend.	<u>\$727,624</u>	<u>\$212,524</u>	<u>515,098</u>	<u>29.21%</u>

	2016/2017 Region Budget	Actual To Date	Balance Remaining	% Spent
Sewer Systems				
Milton Bridge sewer lines	\$342,000	\$13,226	\$328,774	3.87%
Brooklyn Sewer/Water Phase IX	574,000	118,864	455,136	20.71%
	<u>916,000</u>	<u>132,090</u>	<u>783,910</u>	<u>14.42%</u>
Queens Place				
Skate Park	529,133	16,640	512,493	3.14%
Landfill Cell (pre-budget approval 16/17)	<u>3,750,000</u>	<u>1,560,771</u>	<u>2,189,229</u>	<u>41.62%</u>
Works Department Equipment				
Vacuum/Sweeper vehicle	35,000	31,286	3,714	89.39%
Truck	40,000	0	40,000	0.00%
Truck w/plow	48,000	0	48,000	0.00%
	<u>123,000</u>	<u>31,286</u>	<u>91,714</u>	<u>25.44%</u>
TOTAL CAPITAL BUDGET	<u>\$5,318,133</u>	<u>\$1,740,787</u>	<u>\$3,577,346</u>	<u>32.73%</u>

Attachment B

Region of Queens Municipality
 Priorities Chart
 Date: April 2016

Council Priorities	
NOW:	
<ol style="list-style-type: none"> 1. Economic Development: Rural Internet Project Development and Design 2. Economic Development / Planning: Main Street / Waterfront area revitalization 3. Recreation / QPEC: Establishment of Community Advisory Committee for QPEC 4. Engineering / Public Works: Construction Projects execution: SkatePark, Landfill Cell, Brooklyn Sewer / Water 	
NEXT:	Advocacy Priorities:
<ol style="list-style-type: none"> 1. Seniors Housing 2. PACE Program 	<ol style="list-style-type: none"> 1. Rural Internet solutions 2. Economic Development at Port Mersey 3. Hillsvie Acres renewal
Administrative Priorities	
<ol style="list-style-type: none"> 1. Creating Organizational Capacity: Accessibility and Inclusion, Respect in Workplace Training 2. Communication: Improving information flow within community and organization, developing Employee Newsletter 	
Queens Place Emera Centre <ul style="list-style-type: none"> • Recruitment and establishment of Community Advisory Committee • Development of programming (Fall Dance, other classes) • Prepare Free Skate and Helmet loaner program • Acquire major event(s) for fall 	Economic Development <ul style="list-style-type: none"> • Economic Development: Rural Internet Project Development and Design • Economic Development: Main Street / Waterfront area revitalization • Initiate review of PACE program opportunities
Finance & Municipal Clerk <ul style="list-style-type: none"> • Policy Manual Review • RCMP Contract Service Review • Financial Capacity Building • Recruitment of Municipal Clerk vacancy 	Planning <ul style="list-style-type: none"> • Food Truck Vending ByLaw Review • Development of trails agreement with Queens Rails to Trails Association • Main Street / Waterfront Revitalization Project Scope • Property Portfolio Review and Surplus Property Disposition • Direction on Mill Village School Property and Buckfield Community Centre • Finalize agreement with Milton Canoe and Camera Club
Engineering & Public Works <ul style="list-style-type: none"> • Stakepark Project • Construction of Landfill Cell • Brooklyn and Milton Sewer / Water Project • Scope of Facility Asset Management Approach 	Recreation <ul style="list-style-type: none"> • Development of Fall / Winter Recreation Brochure • Progress MPAL program entry • Development of a short term recreation strategy liaised with QPEC
Hillsvie Acres <ul style="list-style-type: none"> • Not identified 	EMO & Fire Services <ul style="list-style-type: none"> • Port Medway Truck