



WEST HANTS REGIONAL MUNICIPALITY
Special Budget Committee of the Whole Agenda **AMENDED**
May 25, 2020 5:30-8:30 p.m.
Virtual Zoom Presentation

1. Call to Order
2. Roll Call
3. Announcements
4. Approval of Agenda, including additions or deletions
5. 5:30-5:45 Introduction and **Overview of 2020-2021 Budget - UPDATED**
Mark Phillips & Carlee Rochon
6. 5:45-6:45 General Revenues and Expenses
 - a. Reserve Budget Overview
7. 6:45-7:15 General Government Services
 - a. Office of the CAO
 - b. Department of Financial Services
8. 7:15-7:45 Department of Planning and Development
9. 7:45-8:30 Department of Community Development
10. Adjournment



WEST HANTS REGIONAL MUNICIPALITY
Special Budget Committee of the Whole Agenda **AMENDED**
May 27, 2020 5:30-9:00 p.m.
Virtual Zoom Presentation

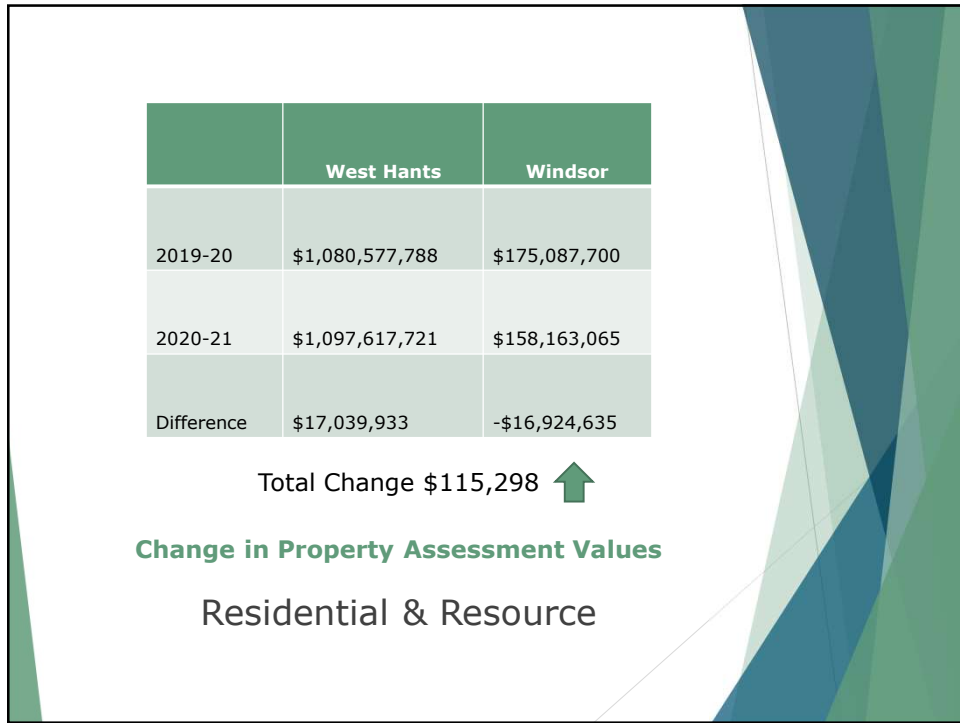
1. Call to Order
2. Roll Call
3. Announcements
4. Approval of Agenda, including additions or deletions
5. 5:30-5:45 Summary of previous days
6. 5:45-6:45 Department of Public Works
6. 6:45-7:00 Break
7. 7:00-8:00 **Protective Services Budget - UPDATED**
8. 8:00-9:00 Discussion & Direction from Council
9. Adjournment



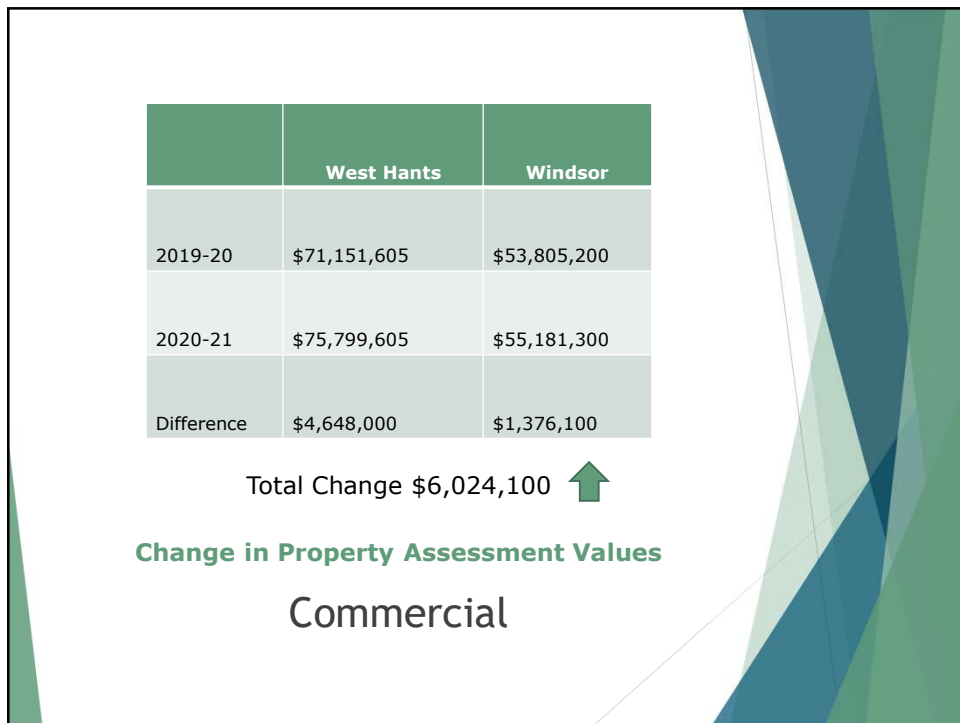
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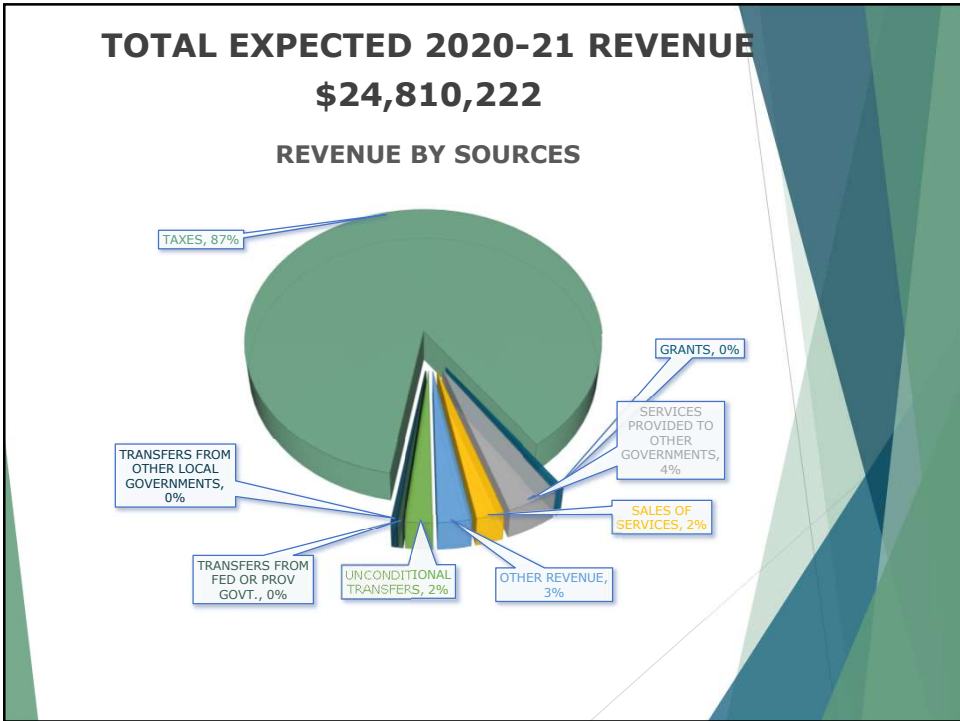


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Change in Revenues 2020-21

Revenue by Source	Increase/Decrease
Property Taxes	-\$5,556
Grants in Lieu	-\$125,638
Services to other Governments	\$176,749
Sales of Service	-\$98,024
Other Revenue	\$6,910
Transfers	-\$449,679
Total decrease in Revenue	-\$495,237

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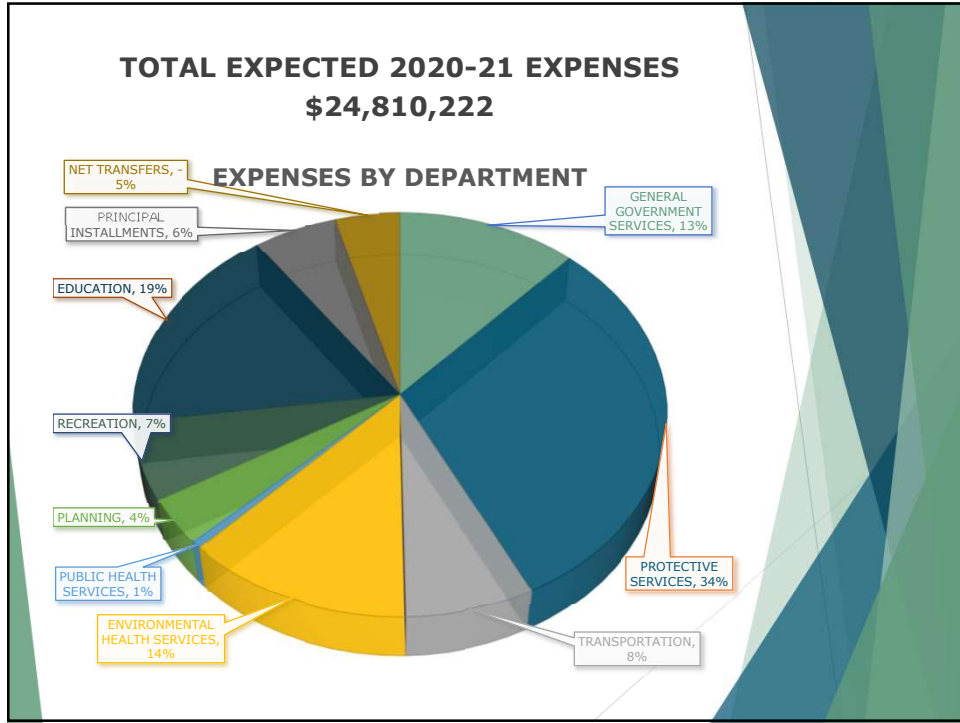
Proposed Expenses 2020-21

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Change in Expenses 2020-21

Expenses by Department	Increase/Decrease
General Govt. Services	\$173,273
Protective Services	\$1,273,406
Transportation	-\$9,335
Enviro. Health Services	-\$71,659
Public Health	-\$70,270
Environmental Development	-\$19,765
Recreation & Cultural Services	-\$249,459
Education	\$481,802
Debt and Transfers	-\$1,656,684
Total Increase in Expenses	-\$495,237

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What is penny worth?

2020-21 Assessment*	General	West Hants	Hantsport	Windsor
Residential	\$124,838.69	\$109,761.77	\$6,284.27	\$15,816.31
Commercial	\$13,098.09	\$7,579.96	\$1,403.20	\$5,518.13

*per \$100 of assessed value

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Taxes Required

- ▶ Change in Revenue (\$495,237)
- ▶ Change in Expenses* (\$1,447,298)
- ▶ Shortfall (\$1,942,535)

*without proposed operating transfer

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Proposed Residential Tax Rate 2020-21

- ▶ Proposed General Residential Rate of \$0.4318

Rates	West Hants*	Hantsport*	Windsor*
General	\$0.4318	\$0.4318	\$0.4318
Area Rate	\$0.6006	\$1.2283**	\$1.4482
Proposed Total	\$1.0323	\$1.66	\$1.88

*per \$100 of assessed value
** Hantsport combined area rate with West Hants (\$0.6277 + \$0.6006)

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Proposed Commercial Tax Rate 2020-21

► Proposed General Commercial Rate of \$0.99

Rates	West Hants*	Hantsport*	Windsor*
General	\$0.99	\$0.99	\$0.99
Area Rate	\$0.80	\$2.82**	\$2.92
Proposed Total	\$1.79	\$3.81	\$3.91

*per \$100 of assessed value
** Hantsport combined area rate with West Hants (\$2.02 + \$0.8000)

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Increase to average property*

► 2020-21 Average Assessment Increase (1%)

- \$6.04 (based on proposed general \$0.4318 tax rate)
 - +\$8.41 in West Hants = \$14.45
 - +\$17.20 in Hantsport = \$23.24
 - +\$20.27 in Windsor = \$26.31

*\$140,000 average property cost before 1% increase

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West Hants Regional Municipality
2020-21 Reserve Budget

**WEST HANTS REGIONAL MUNICIPALITY
RESERVE BALANCE AND PROPOSED ADDITIONS/SPENDING 2020-21**

	Est. Reserve Cash/Due to From Balance	Est. Reserve Balance	Proposed 2020-21 Spend	Estimated Additions	Proposed 2020-21 Reserve Balance	Notes
Operating Reserves						
WH - 5% Fund/Land Acquisition	\$ 131,897	\$ 131,897	\$ 44,500	\$ 8,000	\$ 95,397	
TOW - 5% open-space reserve	\$ 22,235	\$ 22,235	\$ -	\$ -	\$ 22,235	
TOW - 5% sub-division contribution	\$ 30,916	\$ 30,916	\$ -	\$ -	\$ 30,916	
TOW - Fire Equipment reserve	\$ 363,975	\$ 363,975	\$ 49,957	\$ -	\$ 314,018	
TOW - PWKS Equipment reserve	\$ 321,285	\$ 321,285	\$ 39,100	\$ -	\$ 282,185	
TOW - Cemetary future dev. Reserve	\$ 167,927	\$ 167,927	\$ 65,000	\$ -	\$ 102,927	
WH - Equipment Reserve	\$ 25,602	\$ 25,602	\$ 15,000	\$ -	\$ 10,602	
WH - Boundary Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	
WH - Election Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	
WH - General snow reserve	\$ 17,851	\$ 17,851	\$ 17,851	\$ -	\$ -	Move into General Operating Reserve WH
WH - Hantsport snow removal	\$ 27,105	\$ 27,105	\$ 27,105	\$ -	\$ -	Move into General Operating Reserve WH
WH - Carryover	\$ -	\$ -	\$ -	\$ -	\$ -	
TOW - swim pool liner reserve	\$ 37,558	\$ 37,558	\$ 12,500	\$ 11,500	\$ 36,558	
TOW - Operating reserve	\$ 2,492,994	\$ 2,492,994	\$ 2,754,576	\$ 1,246,307	\$ 984,725	Moved General Ops surplus as per FRAM.
TOW - Rink repair reserve	\$ 215,307	\$ 215,307	\$ 215,307	\$ -	\$ -	Moved into General Operating Reserve WIN
WH - Operating Reserve	\$ 3,196,384	\$ 3,196,384	\$ 1,653,400	\$ 119,956	\$ 1,662,940	Moved General Ops surplus as per FRAM.
Total	\$ 7,051,037	\$ 7,051,037	\$ 4,894,296	\$ 1,385,763	\$ 3,542,504	Reserve Policy - 8% of revenue or \$1.98 million
Capital Reserves						
WH - Sewer Reserve	\$ 774,992	\$ 774,992	\$ 139,100	\$ 310,977	\$ 946,869	
TOW - Sewer Reserve	\$ 1,278,286	\$ 1,278,286	\$ 372,821	\$ 168,090	\$ 1,073,555	
TOW - Capital reserve	\$ 432,998	\$ 432,998	\$ 1,054,500	\$ 621,502	\$ -	
WH - Building	\$ 675,058	\$ 675,058	\$ 505,000	\$ -	\$ 170,058	Contribution per WH Reserve Policy
WH - Transportation	\$ 197,828	\$ 197,828	\$ 75,000	\$ -	\$ 122,828	Contribution per WH Reserve Policy
WH - Vehicles	\$ 82,446	\$ 82,446	\$ 61,153	\$ -	\$ 21,293	Contribution per WH Reserve Policy
Total	\$ 3,441,607	\$ 3,441,607	\$ 2,207,574	\$ 1,100,569	\$ 2,334,602	

Special Reserves	Est. Reserve Cash/Due to From Balance	Est. Reserve Balance	Proposed 2020-21 Spend	Estimated Additions	Proposed 2020-21 Reserve Balance	Notes
Gas Tax	\$ -	\$ -	\$ -	\$ 1,063,145	\$ 1,063,145	
WH - Gas Tax	\$ 4,273,702	\$ 4,273,702	\$ 1,391,000	\$ -	\$ 2,882,702	
TOW - Gas Tax Reserve	\$ 512,604	\$ 512,604	\$ 481,626	\$ -	\$ 30,978	
WIN/WH - Consolidation Reserve	\$ 346,889	\$ 346,889	\$ 4,255,000	\$ 4,750,000	\$ 841,889	
WH - Land Fill Closure	\$ 405,160	\$ 405,160	\$ 57,969	\$ -	\$ 347,191	
Sport Complex Fundraising	\$ 289,834	\$ 289,834	\$ 639,834	\$ 350,000	\$ -	
TOW - Windsor Youth Rec & Sport	\$ 30,635	\$ 30,635	\$ -	\$ -	\$ 30,635	
WH - Special Reserves	\$ 170,188	\$ 170,188	\$ -	\$ -	\$ 170,188	Balance made of multiple reserve accounts
HNS - Hantsport Smoothing Reserve	\$ 300,150	\$ 300,150	\$ 27,030	\$ -	\$ 273,120	
HNS - Hantsport Infrastructure Reserve	\$ 442,500	\$ 442,500	\$ -	\$ 279,550	\$ 722,050	
Roads - Capital Cost (HP Dissolution)	\$ 90,867	\$ 90,867	\$ -	\$ 176,542	\$ 267,409	
Roads - Operating Cost (HP Dissolution)	\$ -	\$ -	\$ 5,859	\$ 5,859	\$ 0	
Post Transition Cost (HP Dissolution)	\$ 404,405	\$ 404,405	\$ 81,533	\$ 34,250	\$ 357,122	
Infrastructure (HP Dissolution)	\$ 267,370	\$ 267,370	\$ 229,238	\$ 457,500	\$ 495,632	
Total	\$ 7,534,304	\$ 7,534,304	\$ 7,169,089	\$ 7,116,846	\$ 7,482,061	
Water Operating Reserves						
WH - Sludge Reserve	\$ 42,362	\$ 42,362	\$ -	\$ 10,000	\$ 52,362	UARB order to add \$10K/year
Total	\$ 42,362	\$ 42,362	\$ -	\$ 10,000	\$ 52,362	
Water Capital Reserves						
Windsor Utility Depreciation	\$ 3,510,692	\$ 3,510,692	\$ 860,909	\$ 247,244	\$ 2,897,027	
West Hants Utility Depreciation	\$ 3,244,015	\$ 3,244,015	\$ 785,100	\$ 379,526	\$ 2,838,441	
Total	\$ 6,754,708	\$ 6,754,708	\$ 1,646,009	\$ 626,770	\$ 5,735,469	
Total Reserves	\$ 24,824,017	\$ 24,824,017	\$ 15,916,968	\$ 10,239,948	\$ 19,146,997	



West Hants Regional Municipality
2020-21 Operating Budget

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EXECUTIVE SUMMARY

During our first fiscal year of the Regional Municipality, the Municipality will be continuing with consolidating the former two entities through change management, communication, training, and consolidating policies and by-laws. The new Municipality will also begin the branding and strategic planning process, engaging community members, and business leaders from around the Municipality to help direct how we move forward. These early strategic priorities will provide guidance for Council as they move forward in the months and years ahead and shape how funds are directed. From the initial process, the following were commonly identified by Council:

1. Transportation Infrastructure
2. Active Transportation Infrastructure
3. Rural Internet
4. Equitable and Fair Tax Administration
5. Community Connectivity and Information Sharing

Our budget process began when consolidation process begun, with deep analysis into the financial conditions of the former municipal units by staff and Department of Municipal Affairs and Housing. This budget represents the combination of the traditional revenue and expenditures of both former municipal units, with adjustment to accommodate both efficiency and new challenges facing the regional unit. Finally, this budget has been developed to maintain the service levels residents and businesses in the area have become accustomed to.

Revenue Summary

Revenues have decrease from prior years by \$600 thousand. Some of this decrease is associated with revenue sharing agreements and billable services between the former entities being netted together. But the majority is related to forecasted impacts of the global pandemic. There is also a minor decrease as the equalization from the former Town of Hantsport is ending June 30, 2020.

Expense Summary

Expenses have also increased over prior years by \$1.4 million. These increases are due to the Mandated Education Contributions, and the Royal Canadian Mounted Police contract. These two mandated expenses alone resulted in an increase of \$1.72 million in expenditures and have all led to significant demands on available financial resources. Staff were able to mitigate over \$320 thousand by finding efficiency through consolidation process, while supporting debt servicing cost for \$7.9 million in capital expenditures.

Through the consolidation process one of the guiding principles of the Co-ordinating Committee for the first fiscal budget was to maintain the former municipal tax rates for the residents. The tax rate structure is set up with a general rate, and three area rates from the former municipal boundaries of the Town of Windsor, Municipality of West

Hants, and the Town of Hantsport. Considering the challenges mentioned above, the proposed budget for 2020-21 will have no impact on the residential tax rates previously administered under the Former Town of Windsor and Municipality of West Hants. We were able to avoid rate shock from the mandated cost increase mentioned above by utilizing the capacity within our Municipal operating reserves and by reducing cost for traditional municipal services.

The new residential general rate is proposed as \$0.4318, and \$0.99 for the new general commercial rate. It is further proposed that the combine rates for West Hants remain at \$1.0323 residential, the combined rates for Hantsport remains at \$1.66 residential, and the combined rates for Windsor remains at \$1.88 residential. It is further proposed that the combine commercial rate for West Hants be decreased by \$0.01 to \$1.79, the combine commercial rate for Hantsport be decreased by \$0.01 to \$3.81, and the combine commercial rate for Windsor to decrease by \$0.04 to \$3.91.

WEST HANTS BUDGET OVERVIEW

The following table provides a summary of the budgeted estimate totals for each revenue and expense area for each department. The combined totals reflect the integrated budget and actuals of the general and area rates.

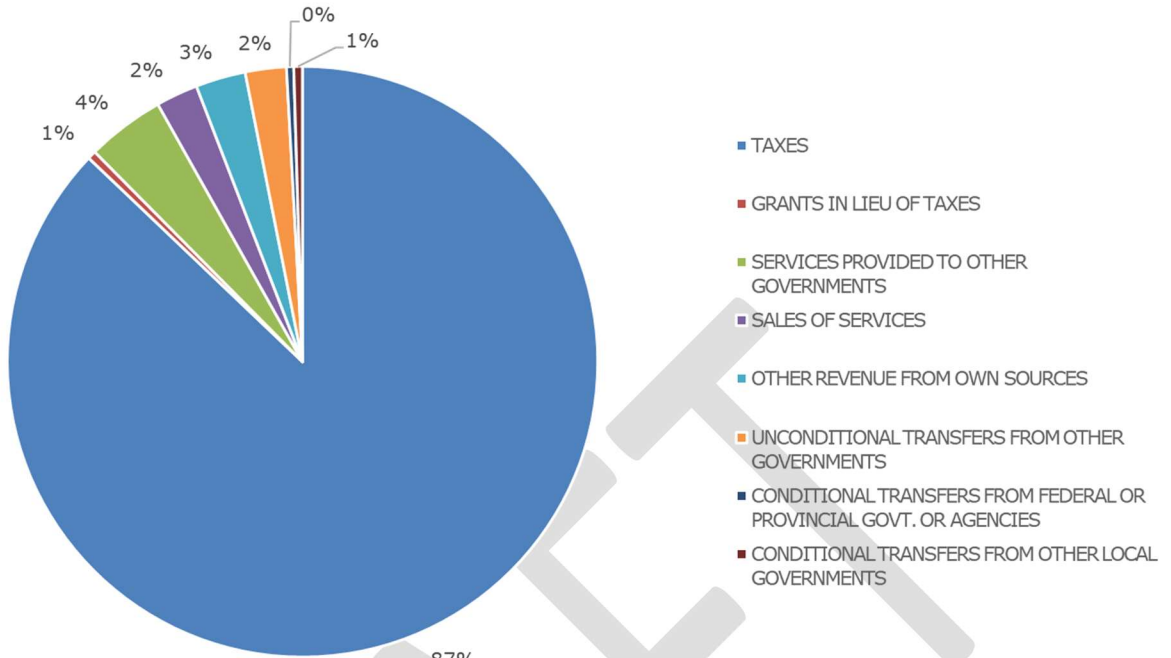
A complete and more detailed version of the budget is provided in Appendix 1

West Hants Budget Overview

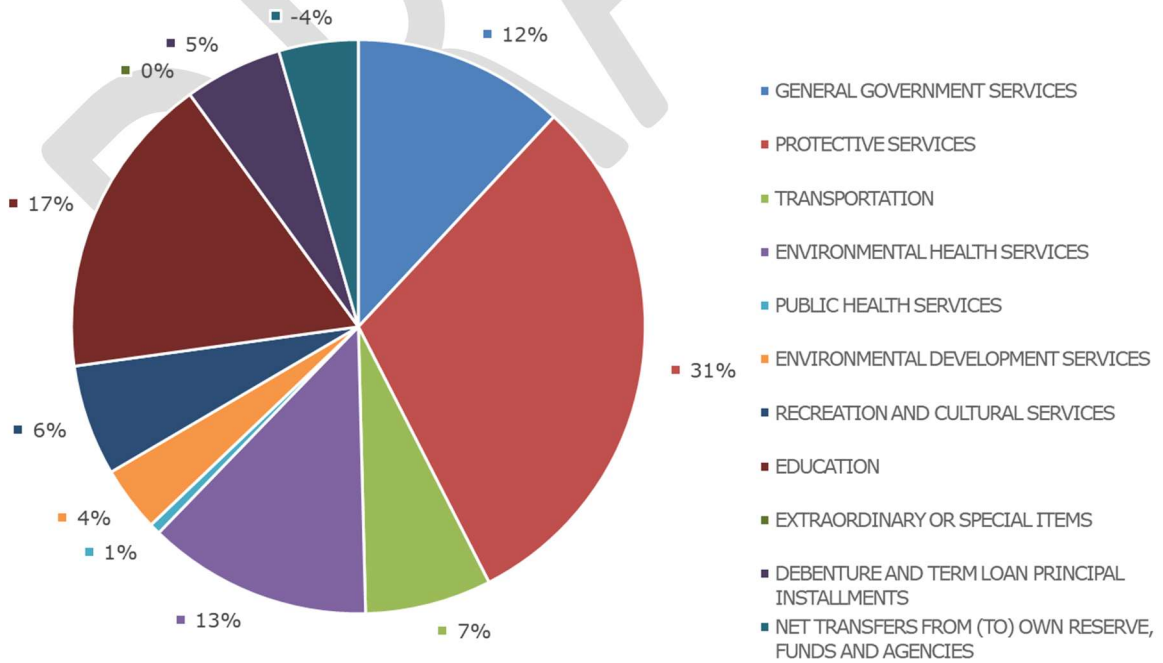
2020-2021 West Hants Regional Municipality Budget

REVENUE	2020-2021 Estimates	
TAXES	\$	21,594,996
GRANTS IN LIEU OF TAXES	\$	114,548
SERVICES PROVIDED TO OTHER GOVERNMENTS	\$	1,060,406
SALES OF SERVICES	\$	569,676
OTHER REVENUE FROM OWN SOURCES	\$	697,216
UNCONDITIONAL TRANSFERS FROM OTHER GOVERNMENTS	\$	557,223
CONDITIONAL TRANSFERS FROM FEDERAL OR PROVINCIAL GOVT. OR AGENCIES	\$	98,637
CONDITIONAL TRANSFERS FROM OTHER LOCAL GOVERNMENTS	\$	117,520
	TOTAL	\$ 24,810,222
EXPENSES		
GENERAL GOVERNMENT SERVICES	\$	3,250,885
PROTECTIVE SERVICES	\$	8,312,596
TRANSPORTATION	\$	1,939,501
ENVIRONMENTAL HEALTH SERVICES	\$	3,446,015
PUBLIC HEALTH SERVICES	\$	155,344
ENVIRONMENTAL DEVELOPMENT SERVICES	\$	1,002,594
RECREATION AND CULTURAL SERVICES	\$	1,702,114
EDUCATION	\$	4,683,280
EXTRAORDINARY OR SPECIAL ITEMS	\$	-
	Net Expenses	\$ 24,492,329
DEBENTURE AND TERM LOAN PRINCIPAL INSTALLMENTS	\$	1,503,017
NET TRANSFERS FROM (TO) OWN RESERVE, FUNDS AND AGENCIES	-\$	1,185,124
	TOTAL	\$ 24,810,222
	surplus/deficit	\$ -

2020-2021 Revenue Estimates



2020-2021 Expenses Estimates



REVENUE

Tax Related Revenue

Property taxes are a combination of residential and commercial tax rates. The tax rate is derived from the assessment role, provided by Property Valuation Services Corporation (PVSC), which shows the assessed value of each property in West Hants. The total property values are divided by 100 and multiplied by the proposed tax rates to show the amount of revenue that will be generated from taxes. The taxes generated plus the non-tax related revenue must equal the total proposed expenses as the Municipality is required to put forward a net \$0 budget. Unlike provincial and federal governments, municipalities are not allowed to budget for a deficit.

The following tables outline the calculations for the taxes needed to achieve the revenue that will meet the proposed expenses.

General Rate Tax Calculation

2020-21 General Tax Calculation		Notes
GENERAL RATE		
Estimated General Rate Expenses	\$	14,035,144
Less non-tax and transfer revenue	-\$	7,348,489
Required tax revenue	\$	6,686,655
PVSC Commercial roll	\$	124,131,200
Less appeals	-\$	480,000
Federal & Resource Commercial	\$	7,329,705
Net PVSC Residential roll	\$	130,980,905
Revenue from \$0.99 tax rate	\$	1,296,711
Remaining tax required	\$	5,389,944
PVSC Residential roll	\$	1,246,233,498
Less appeals	-\$	700,000
Federal & Resource Residential	\$	2,853,388
Net PVSC Residential roll	\$	1,248,386,886
Residential tax rate required	\$	0.4318

West Hants Area Rate Calculation

WEST HANTS

AREA RATE 1		
Estimated Area Rate Expenses	\$	7,198,538
Less non-tax and transfer revenue	\$	-
Required tax revenue	\$	7,198,538
PVSC West Hants Commercial roll	\$	71,161,200
Less appeals	-\$	450,000
Federal & Resource Commercial	\$	5,088,405
Net PVSC Residential roll	\$	75,799,605
Revenue from \$0.80 Area rate	\$	606,397
Remaining tax required	\$	6,592,141
PVSC Residential roll	\$	1,095,542,233
Less appeals	-\$	650,000
Federal & Resource Residential	\$	2,725,488
Net PVSC Residential roll	\$	1,097,617,721
Residential tax rate required	\$	0.6006
Area rate by expense	Commercial	Residential
GENERAL GOVERNMENT SERVICES	\$ 0.0130	\$ 0.0098
PROTECTIVE SERVICES	\$ 0.4714	\$ 0.3539
TRANSPORTATION	\$ 0.0214	\$ 0.0161
ENVIRONMENTAL HEALTH SERVICES	\$ 0.2164	\$ 0.1624
PUBLIC HEALTH SERVICES	\$ -	\$ -
ENVIRONMENTAL DEVELOPMENT	\$ -	\$ -
RECREATION AND CULTURAL SERVICES	\$ 0.0002	\$ 0.0002
EDUCATION	\$ -	\$ -
EXTRAORDINARY OR SPECIAL ITEMS	\$ -	\$ -
DEBENTURE AND TERM LOAN PRINCIPAL	\$ 0.0837	\$ 0.0629
NET TRANSFERS FROM (TO) OWN	-\$ 0.0061	-\$ 0.0046
Total Area Rate	\$ 0.80	\$ 0.6006
General Rate	\$ 0.99	\$ 0.4318
Total West Hants Tax Rate	\$ 1.79	\$ 1.0323

Hantsport Area Rate Calculation

HANTSPORT

AREA RATE 2		
Estimated Area Rate Expenses	\$	677,903
Less non-tax and transfer revenue	\$	-
Required tax revenue	\$	677,903
PVSC Hantsport Commercial roll	\$	13,835,100
Less appeals	-\$	30,000
Federal & Resource Commercial	\$	226,911
Net PVSC Residential roll	\$	14,032,011
Revenue from \$2.02 Area rate	\$	283,447
Remaining tax required	\$	394,456
PVSC Residential roll	\$	62,892,700
Less appeals	-\$	50,000
Federal & Resource Residential	\$	-
Net PVSC Residential roll	\$	62,842,700
Residential tax rate required	\$	0.6277
Area rate 2 by expense	Commercial	Residential
GENERAL GOVERNMENT SERVICES	\$ 0.0523	\$ 0.0163
PROTECTIVE SERVICES	\$ 0.0276	\$ 0.0086
TRANSPORTATION	\$ 0.4912	\$ 0.1526
ENVIRONMENTAL HEALTH SERVICES	\$ 0.0155	\$ 0.0048
PUBLIC HEALTH SERVICES	\$ 0.0978	\$ 0.0304
ENVIRONMENTAL DEVELOPMENT	\$ -	\$ -
RECREATION AND CULTURAL SERVICES	\$ -	\$ -
EDUCATION	\$ -	\$ -
EXTRAORDINARY OR SPECIAL ITEMS	\$ -	\$ -
DEBENTURE AND TERM LOAN	\$ 0.2968	\$ 0.0922
NET TRANSFERS FROM (TO) OWN	\$ 0.7823	\$ 0.2431
HMCC	\$ 0.2565	\$ 0.0797
Total Area Rate	\$ 2.02	\$ 0.6277
Total Area Rate - West Hants	\$ 0.80	\$ 0.6006
General Rate	\$ 0.99	\$ 0.4318
Total Hantsport Tax Rate	\$ 3.81	\$ 1.6600

HMCC Area Rate

HMCC AREA RATE

Estimated Area Rate Expenses	\$	86,082
Less non-tax and transfer revenue	\$	-
Required tax revenue	\$	86,082
PVSC Hantsport Commercial roll	\$	13,835,100
Less appeals	-\$	30,000
Federal & Resource Commercial	\$	226,911
Net PVSC Residential roll	\$	14,032,011
Revenue from area rate 2	\$	35,992
Remaining tax required	\$	50,090
PVSC Residential roll	\$	62,892,700
Less appeals	-\$	50,000
Federal & Resource Residential	\$	-
Net PVSC Residential roll	\$	62,842,700
Residential tax rate required	\$	0.0797

Windsor Area Rate Calculation

WINDSOR

AREA RATE 3		
Estimated Area Rate Expenses	\$	3,942,579
Less non-tax and transfer revenue	\$	-
Required tax revenue	\$	3,942,579
PVSC Windsor Commercial roll	\$	52,970,000
Less appeals	-\$	30,000
Federal & Resource Commercial	\$	2,241,300
Net PVSC Residential roll	\$	55,181,300
Revenue from \$2.95 Area rate	\$	1,627,848
Remaining tax required	\$	2,314,730
PVSC Residential roll	\$	158,085,165
Less appeals	-\$	50,000
Federal & Resource Residential	\$	127,900
Net PVSC Residential roll	\$	158,163,065
Residential tax rate required	\$	1.4635
Area rate 3 by expense	Commercial	Residential
GENERAL GOVERNMENT SERVICES	\$ 0.1404	\$ 0.0715
PROTECTIVE SERVICES	\$ 1.2708	\$ 0.6468
TRANSPORTATION	\$ 0.3407	\$ 0.1734
ENVIRONMENTAL HEALTH SERVICES	\$ 0.9733	\$ 0.4954
PUBLIC HEALTH SERVICES	\$ 0.0186	\$ 0.0095
ENVIRONMENTAL DEVELOPMENT SERVICES	\$ -	\$ -
RECREATION AND CULTURAL SERVICES	\$ -	\$ -
EDUCATION	\$ -	\$ -
EXTRAORDINARY OR SPECIAL ITEMS	\$ -	\$ -
DEBENTURE AND TERM LOAN PRINCIPAL	\$ 0.3555	\$ 0.1810
NET TRANSFERS FROM (TO) OWN	-\$ 0.2541	-\$ 0.1293
WBES	\$ 0.0747	
Total Area Rate	\$ 2.92	\$ 1.4482
General Rate	\$ 0.99	\$ 0.4318
Total Windsor Tax Rate	\$ 3.91	\$ 1.8800

WBES Area Rate

WBES AREA RATE

Estimated Area Rate Expenses	\$	41,210
Less non-tax and transfer revenue	\$	-
Required tax revenue	\$	41,210
PVSC Windsor Commercial roll	\$	52,970,000
Less appeals	-\$	30,000
Federal & Resource Commercial	\$	2,241,300
Net PVSC Residential roll	\$	55,181,300
Revenue from WBES area Rate 3	\$	41,210
Remaining tax required	\$	-

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Non-Tax Related Revenue

Resource & Special Assessment

Resource revenue is based on current year property assessments for recreation and forest properties at last year's tax rates. Special assessments relate to unique or specific charges that are required for services or anomalies in the tax roll.

	Estimates 2020-2021
Special Tax Agreement	
Recreational Property Tax	\$ 5,655
Forest Property Tax < 50,000 ac	\$ 23,984
Forest Property Tax > 50,000 ac	\$ 20,704
Area Rates - Super 8	\$ 53,346
Subtotal	\$ 103,689

Business Property Transfers

Business property includes transfers to the municipality based on special arrangements between the province, Bell Aliant and NS Power. Revenue generated from Bell Aliant and NS Power are based on assessed values of properties in West Hants at last year's assessment rate. The HST rebate is determined by UNSM and is calculated based on the former units HST returns from the previous year.

- There is an anticipated increase in the Bell Aliant grants for 2020-21 based on revenue earned in 2019-20.
- NSPI is declining based on trends since 2017-18. The current budget reflects this trend.
- HST rebate is an estimate and based on the previous year's transactions from the Former Town and Municipality.

	Estimates 2020-2021
Based on Revenue (MTT)	\$ 76,541
NS Power Inc. Grant	\$ 207,445
HST Rebate (UNSM)	\$ 112,360
Subtotal	\$ 396,346

Other Taxes

Deed transfer tax is based on an estimation of the total value of homes sold in West Hants in a given year. 5% monies relate to anticipated revenue generated through the Subdivision By-law process. This money is transferred to a reserve resulting in net \$0 revenue for the Municipality.

- Deed Transfer tax by-law is being consolidated in 2020-21 and is proposed to stay at 1.5%. With impacts on housing market due to COVID-19, we are estimating lower than last year's budget.

- 5% is estimated to decrease from what was budgeted last year and is simply an estimated with no impact on the tax rate.

	Estimates	
	2020-2021	
Deed Transfer Tax	\$	606,180
Other (5% Monies)	\$	8,000
	Subtotal	\$ 614,180

Services Provided to Other Governments and Agencies

This revenue is generated by recouping costs from other government agencies, host landfill tipping fees, and administration fees charged for providing administrative services to internal and external departments and agencies.

- Revenue generated from Environmental Health Services is drawn from Region 6 funding and the diversion credit reserve and is determined by anticipated expenses for the year.
- The volume of waste that is being delivered to the landfill located in West Hants has decreased over the past year and as a result so have the projected revenue for Landfill Tipping fees.
- Closed landfill draws its revenue from a reserve and matches the anticipated expenses for the year.
- Administrative revenue is made up of 10% administration fees based on operating expenses charged to the water utility, sewer, REMO, Region 6 etc.

	Estimates	
	2020-2021	
Environmental Health Services	\$	101,130
Landfill Tipping fees	\$	360,000
Municipal Courthouse	\$	52,422
Closed Landfill	\$	57,969
Administration Revenue	\$	488,885
	Subtotal	\$ 1,060,406

Sales of Service

Sales of service is made up of revenue from taxes on the Ellershouse and Martock Ridge wind farms as well as projected revenue from field and facility rentals and Community Development programs.

- Wind farm revenue has increased as a result of the Municipality's ability to charge for Martock Ridge and Ellershouse wind farms.
- Community Development programs have seen consistent revenue increases but will be impacted due to a number of closures as a result of COVID-19.

	Estimates 2020-2021
Wind Farms	\$ 169,080
<u>Community Development Programs & Rentals</u>	<u>\$ 400,596</u>
Subtotal	\$ 569,676

Other Revenue from own Sources

Revenue from own sources includes sales of licenses, building permits, fines, and rentals. Return on investment is money earned from bank interest as well as penalties and interest, which is revenue earned on overdue tax accounts. Miscellaneous includes revenue earned from tax certificates, water sales, Street Improvement By-law and property tax information transfers.

- Rental revenue is generated from the rental of the space for the Windsor Fire Department, Food Bank, other rentals of the 100 King Street location.
- Penalties and interest are based on the interest charged on outstanding taxes at 1.25%/month simple interest. Decreases in outstanding tax receivables is expected to decrease interest minimally in 2020-21.

	Estimates 2020-2021
Licenses and Permits	\$ 50,930
Fines	\$ 44,080
Rentals	\$ 147,486
Concessions and franchises	\$ -
Return on Investment	\$ 65,990
Penalties and Interest on Taxes	\$ 301,130
Miscellaneous	\$ 87,600
Subtotal	\$ 697,216

Unconditional Transfers from Own Government

Overall, these are payments received from the Provincial government which have no spending restrictions. Farm property acreage is revenue generated from farm lands and is assessed on last year's commercial rate. Other is made up of the annual 911 fee.

- Equalization funding is a combination of the Hantsport dissolution, and consolidation of Windsor and West Hants. The Hantsport dissolution money will end this year. The Smoothing Reserve will be used to offset the impact of the loss of these funds in 2021.

	Estimates 2020-2021
Equalization	\$ 463,476
MGA, Farm Property Acreage	\$ 87,447
Resource Recovery Fund Board	\$ -
911 Cost Recovery	\$ 6,300
Subtotal	\$ 557,223

Conditional Transfer from Federal and Provincial Governments

Conditional transfers require that money received be used for specific purposes. The budget is made up of recouping funds for excise tax, grant money for the Active Living Coordinator, and pre and post dissolution funding.

- \$40,000 is post dissolution funding and is provided to supplement costs related to roads and streets in Hantsport, staff costs associated to Hantsport costs.
- \$40,000 has been identified as recreation grants with a reasonable expectation for success in obtaining them.

	Estimates 2020-2021
Federal Government	\$ 14,950
Provincial Government	\$ 83,687
Subtotal	\$ 98,637

Conditional Transfers from Other Local Governments

This consists of transfers from various local governments that are conditional on specific services being provided by the Municipality. The majority of revenue is related to fire protection.

- The maintenance agreement with Glooscap for the booster station that supports Glooscap Landing.
- Revenue generated from Kings County for Hantsport fire service is contingent on Kings County Municipal approval. Percentage of calls is up over previous years to 30.0%, and the addition of the Fire Station added to the capital portion.
- IT Services is an agreement with the Village of Kingston and the Town of Berwick, for professional services and consulting from our Information Technology Specialist.

	Estimates 2020-2021
Kings County Fire Service	\$ 53,679
IT Services (Town & Villages)	\$ 2,000
Glooscap Fire Grant	\$ 7,065
Glooscap Landing Service	\$ 30,000
Capital Fire Grant Kings	\$ 24,776
Subtotal	\$ 117,520

EXPENSES

Non-Departmental Expenses and Net Transfers

General Rate Debt Servicing

Debt servicing is for capital purchases such as buildings, vehicles, land, etc. The debt the Municipality currently holds is with the Municipal Finance Corporation (MFC), but the Municipality can borrow from its banker, RBC, when the needs arises.

- The majority of the debt the Municipality currently has is related to Fire Services.
- The proposed debt servicing costs are new to the Regional Municipality and adds \$0.0131 on the general tax rate.

DEBT CHARGES

	Principal	Interest	Total
Hantport Fill Hall Replacement (Phase 1)	\$ 6,779.24	\$ 305.07	\$ 7,084.30
Command Scene Lights	\$ 1,802.36	\$ 81.11	\$ 1,883.47
Pumper/Tanker - BFD 2	\$ 24,181.40	\$ 1,088.16	\$ 25,269.56
Aerial 4 - WFD	\$ 35,350.32	\$ 1,590.76	\$ 36,941.08
Building Generator - BFD 2	\$ 2,206.97	\$ 99.31	\$ 2,306.28
Rescue 32 - SWHFD	\$ 15,215.70	\$ 684.71	\$ 15,900.41
Ventalion - SWHFD	\$ 1,762.44	\$ 79.31	\$ 1,841.75
Maxi Force Airbag Set - HFD	\$ 532.84	\$ 23.98	\$ 556.82
Maxi Force Airbag Set - BFD	\$ 761.20	\$ 34.25	\$ 795.45
Light Rescue Utility - SFD	\$ 10,280.88	\$ 462.64	\$ 10,743.52
Major Repairs - Pumper /Tanker 4 - BFD	\$ 4,359.65	\$ 196.18	\$ 4,555.83
Municipal Complex	\$ 59,192.84	\$ 2,663.68	\$ 61,856.52
Subtotal	\$162,425.83	\$ 7,309.16	\$169,734.99

Police Protection

The Municipality is a participant in the Municipal Policing Services Agreement which is a contract between the Province of Nova Scotia and the RCMP. Under this agreement, Municipality pays 90% of the cost of an officer (boots on the street) and the province covers the difference. DNA testing is not covered under this agreement and the municipality pays an annual fee to the RCMP for this service.

- Changes to the RCMP agreement resulted in 35.8% increase in cost for RCMP services in 2020-21.
- The DNA testing expense did not increase from 2019-20.

	Estimates 2020-2021
RCMP	\$ 4,733,174
Other (DNA Testing)	\$ 11,170
Subtotal	\$ 4,744,344

Law Enforcement

This is the mandatory transfer to the province for correctional services.

- There is no anticipated increase to the budget item.

	Estimates 2020-2021
Transfer to Correctional Services	\$ 248,531
Subtotal	\$ 248,531

Fire Protection

This is the combined budgets all of fire services that provide fire protection in the West Hants area. Fire budgets for each of the fire services are presented individually to Council by the Fire Chief or appointed representative. Detailed budgets are provided in Appendix 2-9. The amount for water supply and hydrants is ordered by the UARB through the various water utility rate hearings.

- No anticipated increases to Water Supply and Hydrants cost that are ordered by the UARB.
- Municipal Fire Services budget has decreased by 4.7%.
- The changes to the fire boundaries resulted in the service agreement with Mt. Uniacke Fire Department ending in October 2020.

	Estimates 2020-2021
Fire Fighting Service	\$ 1,419,327
Water Supply and Hydrants	\$ 1,091,053
Subtotal	\$ 2,510,380

Public Safety

These are grants related to public safety and are related to policing services.

	Estimates 2020-2021
Grants	\$ 30,000
Subtotal	\$ 30,000

Housing

Under Municipal service exchange, the Municipality is responsible to share in the cost of any operating deficits incurred by the Regional Housing Authority. The municipal contribution is to help offset costs related to maintaining public housing in the West Hants region.

- There is slight decrease to this item expected for 2020-21 based on actuals in 2019-20.

	Estimates 2020-2021
Deficit of Regional Housing Authority	\$ 97,000
Subtotal	\$ 97,000

Community Development

The Municipality is a partner in a number of community-based initiatives including: the Valley Regional Economic Network (REN), Valley Community Fibre Network (VCFN), and Municipal Climate Change Adaptation Committee (MCCAP).

- The annual deficit of the VCFN is shared by its members. It is anticipated to remain similar to current levels until additional leases are added to generate more revenue for the organization
- Fibre extension maintenance relates to the Brooklyn Fibre line. It is anticipated that once fibre is leased to Internet Service Providers these costs will be eliminated.
- Funding to support initiatives from motions of the MCCAP committee.

	Estimates 2020-2021
Valley REN	\$ 67,000
VCFN	\$ 7,000
MCCAP	\$ 6,700
Fibre Extention Maintenance	\$ 15,000
Subtotal	\$ 95,700

Industrial Park

An agreement with the Town of Windsor provides cost sharing for expenses related to lighting and snow removal services for parts of the Windsor-West Hants industrial park. In addition, the agreement provides an offset for these costs through the sharing of industrial park property taxes.

- Assessments within the West Hants side of the industrial park have increased and lead to a larger remittance to the Town of Windsor.

	Estimates 2020-2021
Industrial Park Committee	
Other- Lights	\$ 1,500
Cole Dr Snowplowing & Maintenance	\$ 5,000
Industrial Park w/Windsor	\$ -
Subtotal	\$ 6,500

Cultural Buildings & Facilities

These non-department expenses are made up of a mandatory transfer to the Annapolis Valley Regional Library and a small per-diem paid to maintain the Poor Farm Cemetery. Additional expenses are for the Windsor Library and proposed lighting for the Falmouth Minipark. The Hantsport Library is a service that was supported by the former Town through agreements and motions of Town Council. The Municipality retains ownership of the library building and costs associated with maintenance and repairs must continue to be funded.

- As per Council’s motion, cost sharing for the ongoing operational expenses up to \$12,000/year for the Windsor library are provided.
- Costs for the Hantsport Library have decreased and the 2020-21 is reflective of this fact.
- The Regional Library contribution has increased over 2019-20, contributions are based on population.

	Estimates 2020-2021
Historic Sites (Poor Farm Cemetery)	
Falmouth Minipark lighting	
Windsor Library	\$ 27,975
Hantsport Library	\$ 8,500
Transfers to Regional Library	\$ 119,543
Subtotal	\$ 156,018

Appropriations to Regional School Boards

These are mandatory transfers to the school board to cover the costs of education in the region. West Hants’ direct share is based on the Uniform Assessment (UA) total provided by the province and multiplied by 0.003048. Under the dissolution order, the former town of Hantsport maintains an inter-municipal agreement that uses a similar formula as above but combines the total cost of education among Kings County and the Towns of Wolfville, Kentville and Berwick. The formula uses the number of students attending the schools and determines the education cost based on the weighted percentage of students in each area.

- A lift in the UA and an increase in the inter-municipal agreement has led to a \$481,802 increase in the cost for education.

	Estimates 2020-2021
Mandatory Contribution	\$ 4,683,280
Subtotal	\$ 4,683,280

Internal Transfers

Internal transfers are budgeted and non-budgeted transfers to and from internal reserves. Unbudgeted transfers from reserves are typically a result of unanticipated costs that occur in the year.

- 5% fund supports recreation equipment, land acquisition, and park development in West Hants.
- Fire Equipment reserve is a new reserve proposed by staff, to help support the ongoing operations and capital expense for equipment.
- Carryover reserve is amount previously approved in 2019-20, that were not able to be completed in 2019-20, and funding was carried over to 2020-21.
- Capital fund and Fire Equipment is being drawn to support Windsor Fire Department equipment purchases for 2020-21.
- Consolidation and Transition funding are transfers of funding to cover operational cost as part of the Funding agreements with the Province of Nova Scotia.
- The Hantsport Infrastructure reserve will allow Hantsport to fund required infrastructure upgrades unique to the community and leverage additional Federal and Provincial funding.
- The Hantsport Pension liability is being drawn down in the 2020-21 year as ongoing contributions are no longer needed.

	Estimates 2020-2021
<i>General Rate</i>	
MCCAP	\$ -
Operating Reserve	-\$ 917,000
Fire Equipment	\$ 25,000
Hantsport Transition Reserve	-\$ 40,000
Consolidation Reserve	-\$ 75,000
Capital Fund	-\$ 36,941
<i>West Hants Rate</i>	
Capital Fund	\$ -
Operating Reserve	\$ -
Carryover Reserve	-\$ 47,276
5% Fund	-\$ 8,000
<i>Windsor Rate</i>	
Operating Reserve	-\$ 335,500
Capital Fund	\$ -
Fire Equipment	-\$ 12,957
<i>Hantsport Rate</i>	
Hantsport Smoothing (AR)	\$ -
Hantsport Infrastructure Reserve	\$ 279,550
Hantsport Pension Liability	-\$ 17,000
Subtotal	-\$ 1,185,124

Non-Departmental Area Rates

Debt Servicing

Area rate debt servicing relates to debt through MFC that has been brought over from the former Town of Hantsport, Municipality of West Hants, and Town of Windsor. This will gradually decline as the loans are reduced. The sport complex is the borrowing on the West Hants portion of the remaining project, this add \$0.0069 to the proposed area rate 1.

WEST HANTS DEBT CHARGES (Area Rate 1)

	Principal	Interest	Total
Falmouth STP - Phase 1	\$ 54,000.00	\$ 12,700.00	\$ 66,700.00
Falmouth STP - Phase 2	\$ 37,667.00	\$ 10,025.26	\$ 47,692.26
Sport Complex	\$ 74,100.34	\$ 2,074.81	\$ 76,175.15
Brooklyn Fire Dept & Civic Centre Complex	\$ 89,000.00	\$ 27,084.48	\$ 116,084.48
Fire Truck	\$ 218,603.00	\$ 34,848.66	\$ 253,451.66
Rescue Pumper Fire Truck & Aerial Fire Truck	\$ 154,000.00	\$ 33,401.96	\$ 187,401.96
Fire Truck Chassis & Pumper Fire Truck	\$ 59,700.00	\$ 12,668.98	\$ 72,368.98
HFD Breathing Apparatus	\$ 16,500.00	\$ 1,900.54	\$ 18,400.54
Garlands Crossing Fire Substations	\$ 49,944.00	\$ 38,677.27	\$ 88,621.27
Subtotal	\$ 753,514	\$ 173,382	\$ 926,896

HANTSPORT DEBT CHARGES (Area Rate 2)

	Principal	Interest	Total
Sidewalk Plow	\$ 11,460	\$ 8,000	\$ 19,460
Facilities/Ditch	\$ 23,050	\$ 563	\$ 23,613
2010 Prince Street Sewer	\$ 17,200	\$ 5,212	\$ 22,412
2010 Prince St Rd	\$ 9,400	\$ 628	\$ 10,028
Truck Box	\$ 12,500	\$ 1,436	\$ 13,936
Fire Hall roof	\$ 4,500	\$ 812	\$ 5,312
2018 Sidewalk Plow	\$ 21,500	\$ 6,000	\$ 27,500
Subtotal	\$ 99,610	\$ 22,651	\$ 122,261

WINDSOR DEBT CHARGES (Area Rate 3)

	Principal	Interest	Total
WB Stephens (HVAC)	\$ 42,240	\$ 10,254	\$ 52,494
WB Stephens Roof Replacement	\$ 11,620	\$ 2,821	\$ 14,441
Wentworth Road road work phs 3	\$ 94,609	\$ 47,541	\$ 142,150
Wentworth Road storm sewer phs 3	\$ 20,801	\$ 10,453	\$ 31,254
Stannus/grey street (pav/curb/sidwlc)	\$ 16,099	\$ 4,090	\$ 20,189
Cole drive	\$ 13,381	\$ 301	\$ 13,682
Paving	\$ 5,073	\$ 1,232	\$ 6,305
Curb, sidewalk, street paving - Wiley	\$ 9,507	\$ 1,673	\$ 11,180
Wentworth Road Upgrade	\$ 42,904	\$ 15,339	\$ 58,243
Wentworth Road Upgrade- Storm SEWER	\$ 5,096	\$ 1,822	\$ 6,918
Paving , curb, sidewalks	\$ 10,305	\$ 3,684	\$ 13,989
Sewer Treatment Plant	\$ 181,574	\$ 99,090	\$ 280,664
Wentworth RD Upgde PHS 3	\$ 19,105	\$ 9,600	\$ 28,705
Stannus and Grey Street sanitary/storm	\$ 10,271	\$ 5,161	\$ 15,432
Paving, curb, sidewalk -SEWER	\$ 4,882	\$ 1,745	\$ 6,627
Subtotal	\$ 487,467	\$ 214,806	\$ 702,273

Cemetery

The Riverbank Cemetery located in Hantsport receives supplemental funding through the Hantsport area rate. The Maplewood Cemetery located in Windsor receives supplemental funding through the Windsor area rate. These funds are used to provide maintenance and upkeep services for the cemetery.

- There are no significant changes for the upcoming year.

	Estimates 2020-2021
Riverbank Cemetery	\$ 32,805
Maplewood Cemetery	\$ 25,539
Subtotal	\$ 58,344

Other Services

The Hantsport food bank is a service that was supported by the former Town through agreements and motions of Town Council. The Municipality retains ownership of the food bank building and costs associated with maintenance and repairs must continue to be funded.

	Estimates 2020-2021
Food Bank Building	\$ 7,000
Subtotal	\$ 7,000

Office of the Chief Administrative Budgets

Overview

The Chief Administrative Officer (CAO) is responsible for the overall management and delivery of Municipal services as set out by Council. The CAO is responsible for the establishment of departments and positions within the Municipality. The CAO has direct responsibility and oversight of the Office of the Municipal Clerk, Dangerous and Unsightly matters, Council Support, General Grants, Regional Emergency Management Office (REMO), Police, Fire and Emergency Services and Marketing and Communication.

The role of the Chief Administrative Officer is to provide advice to Council and carry out the strategic directives of Council.

Staffing Levels within the CAO Budget Envelope: 5 No changes proposed for 2020-21

CAO (1)

Administrative Supervisor (1)

Municipal Clerk (1)

Strategic Communication Coordinator (1, vacant)

Protective Services Coordinator (1, vacant not being filled till 2021)

Council Structure: 11 Electoral Districts – No changes in the number of Councilors

Mayor (1)

Deputy Mayor (1)

Councilors (10)

Council Support

Administrative support is provided to Council for various committee meetings. Support provided includes scheduling and attending meetings, preparing agendas, recording, taking and transcribing minutes, drafting correspondence and administrative and secretarial services to the Mayor, and CAO.

Municipal Clerk

The Municipal Clerk is responsible for the custody and maintenance of the Municipality's official records and history, coordinating the conduct of Council meetings and elections, oversight and safekeeping of all Council and corporate policies, bylaws, resolutions and agreements or contracts. The Municipal Clerk also acts as the Returning Officer for special and regular elections.

Additional Areas

Operational areas of the Municipality including communications, grants, fire, and police services are identified and discussed in detail as individual budgets or as parts of other departmental budgets.

2020-21 Office of the CAO budgets highlights

See Appendix 10 for more detailed versions of the budget than provided below.

- Increase in salary component of CAO, in keeping with salary review down through consolidation and staffing changes.
- The increase in Council expenses is a result of the updated Remuneration policy and increase in citizen members for committees formed by council.
- Training and Development costs were lowered in 2019-20 but are being increased in 2020-21 to reflect the actual spend in 2019-20.

Area Rates (West Hants)

- The projected costs for the former Clerk/Treasurer pension increased by cost of living by 1.6%.

Area Rates (Hantsport)

- The projected costs for the former Clerk/Treasurer pension is netted out to \$0 with the transfer of funds from the established liability as the payment is expected to end in 2026.

Area Rates (Windsor)

- The projected costs for the former Clerk/Treasurer pension increased by cost of living of 1.6%

**West Hants Regional Municipality
Office of the CAO Budget Summary
2020-2021**

EXPENSES	Estimates 2020-2021
Legislation	
Mayor	\$ 56,000
Council	\$ 354,527
Total Legislation	\$ 410,527
Office of the CAO	
Salaries	\$ 364,230
Mileage	\$ 3,500
Training & Development	\$ 9,500
Admin	\$ 9,000
Legal	\$ 65,000
Total Office of the CAO	\$ 451,230
West Hants Area Rate	
Estimates 2020-2021	
Former CAO Pension	\$ 17,900
Total West Hants Exp	\$ 17,900
Hantsport Area Rate	
Estimates 2020-2021	
Former CAO Pension	\$ 17,000
Total Hantsport Exp	\$ 17,000
Windsor Area Rate	
Estimates 2020-2021	
Former CAO Pension	\$ 29,124
Total Windsor Exp	\$ 29,124

Regional Emergency Measures Organization

The Protective Services Coordinator, reporting to the CAO, is responsible for developing and maintaining overall emergency management plans for the Municipality; assisting municipal departments and non-government agencies and volunteers to develop plans and procedures which complement the REMO plan; and to ensure all equipment is fully functional and ready for use.

2020-21 REMO budgets highlights

See Appendix 11 for more detailed versions of the budget than provided below.

- Educational and marketing costs were increased for events to increase public education which is one item from the latest NS EMO evaluation.
- Increased costs for repeater maintenance, radio batteries, and scanner that are required during exercises, training, and activations for redundancy.

**West Hants Regional Municipality
REMO Budget Summary
2020-2021 Detailed Budget**

EXPENSES	Estimates 2020-2021
Mileage	\$ 1,800
Training & Development	\$ 2,350
Equipment Purchase and Operation	\$ 20,650
Administration	\$ 2,480
Honorariums	\$ 7,000
Total Expenses	\$ 34,280

Department of Financial Services Budgets

Overview

The Department of Financial Services is made up of 12 employees who are responsible for the overall management and direction of the financial affairs of the Municipality. This includes over \$24 million in operational revenues and \$21 million in budgeted capital costs. The Financial Services Department coordinates the preparation of budgets, financial analysis, annual reporting and audit, day to day transactions, among other activities. The Department of Financial Services also oversees the finances for the Municipal Water Utility, with a combined operational budget of \$3.9 million.

On an annual basis, the Department of Finance:

- Distributes over 13,000 tax bills and over 12,000 water bills
- Processes over 6000 payables; 30,139 payments; 386 Tax Certificates
- Processes over \$4.3 million in payroll
- Prepares and presents all Municipal and Provincial required audits and reports

Information Technology (IT) is a general administrative service and is made up of one employee and one consultant. IT is responsible for the maintenance, implementation, and purchasing of IT needs for Municipal operations.

In 2019-20, the Department has been testing and supporting the consolidation of the financial system, which continues into 2020-21 and will be finalized late fall. Furthermore, the Department has worked to support the Consolidation of Windsor and West Hants.

In 2020-21 the Department will be managing the funding agreements for the Consolidation of Windsor and West Hants, and the dissolution of Hantsport. The Department will continue its efforts to improve organizational effectiveness. Financial Services with the assistance of IT will be reestablishing the electronic time sheet system, establish new procedures regarding internal payable, and work on combining financial policies. Lastly, the Department will be finalizing the reporting and closure of the former Municipal entities, include mandated provincial reporting, remittances, and fiscal audits.

IT will continue to build on staff education through ongoing training of IT software and maintain hardware standards. The Department will develop an IT policy, and a municipal website once branding is finalized. The Department will provide support to Fire Departments to reduce costs. Lastly, upgrade public WiFi, and IT infrastructure at the new Sport Complex.

2020-21 Proposed Budgets

Budget summaries are provided below. See Appendix 13 through 14 for more detailed versions of the budgets.

Department Finance budget highlights

- Audit charges are anticipated to be higher, due to yearly increase as per the RFP rate and additional services sought to meet the requirements of Bill 10, completing two fiscal audits.

West Hants Regional Municipality Finance Budget Summary 2020-2021

EXPENSES	Estimates 2020-2021
Salaries	\$ 787,489
Mileage	\$ 1,750
Training & Development	\$ 8,000
Audit	\$ 51,630
Financial Services Charges	\$ 26,100
Other	\$ 2,500
Total Finance Department	\$ 877,469

Taxation & Common Services

Taxation & Common Services is made up of costs associated with tax reductions provided for under various Municipal policies and by-laws. Common Services includes the budgets of the OH&S, Wellness, and Employee Support committees.

- Taxation expenses are up due to additions in the Tax Exemption policy.
- An increase in the OH&S budget explains the increase in Common Services budget.

West Hants Regional Municipality Tax & Common Services Budget Summary 2020-2021

EXPENSES	Estimates 2020-2021
Taxation	\$ 55,450
Common Services	\$ 1,050
Total Tax & Common Ser.	\$ 56,500

Other General Administration Services

Other General Administration Services makes up a number of administrative services that are required to run the Municipality.

- Office Administration is made up of office supplies, postage, secure shredding, printing services, visa card annual fees, phones, and other office related supplies.
- Data Services budget has increased due to ongoing software licensing and support costs. See Appendix 14 for details.
- 'Other' is made up of the water resale costs, photocopier lease costs, staff appreciation, and other general services.
- Assessment services provided by PVSC has increased by \$3,514 over last year.
- Communications budget is down as a result of actual spend in 2019-20.

West Hants Regional Municipality Other General Admin Budget Summary 2020-2021

EXPENSES	Estimates 2020-2021
Other General Admin	
Office Administration	\$ 128,346
Data/IT Budget	\$ 464,677
Election	\$ -
Insurance	\$ 97,000
Grants	\$ 31,500
PVSC Charge	\$ 332,405
Communications	\$ 13,000
Other	\$ 13,450
Total General Admin	\$ 1,080,378

Planning and Development Department Budget

Overview

The Planning and Development Department is responsible for:

- helping Council develop and change land use and heritage policies and regulations;
- administering land use, heritage and building by-laws and regulations approved by Council and administering or enforcing other by-laws as directed by Council; and
- creating maps and mapped information for all departments

The first land use regulations were in place in Windsor and a portion of West Hants in 1976; by 1994 regulations were in place throughout both Municipal units. In West Hants the intentions of Council have been consistent and can be summarized as “protect water resources and protect agricultural and resource land by directing non-rural development to Growth Centres, Village and Hamlets”, while the overall concept in Windsor was to “Emphasize and strengthen the role of Windsor as the best place to live in Nova Scotia and a thriving business and service centre for the region by protecting and enhancing the residential and commercial environments.”

Development permits issued by the Development Officer are for “as-of-right” development: development Council has identified in the Land Use By-laws as permitted. On occasion there are matters which Council did not consider in the documents and owners may apply for an amendment to one of the Municipal Planning Strategies and/or the Land Use By-laws to accommodate a requested change. This must then be considered by planning staff, the Planning Advisory Committee (PAC) and Council using the Public Participation Policy. This process is also used when Council considers a development agreement for a specific use.

The Planning and Development Department is also responsible for the Civic Addressing By-laws which have been reviewed for both Windsor and West Hants; one Civic Addressing By-law will be recommended to Regional Council in the near future.

The Heritage Property By-laws for Windsor and West Hants are administered by the Department. Review of these documents and the many forms which accompany them have been carried out in both Windsor and West Hants over the past two years. One Heritage Property By-law for the Region will be recommended to Regional Council in the near future. Provision within this budget is made for the extension of the community of West Hants Heritage Grant fund to cover properties which have been given municipal heritage registration by Windsor.

Two full-time By-law Enforcement Officers respond to by-law complaints not related to planning and building by-laws, including those made under the Dog By-law, Illegal Dumping, Dangerous and Unsightly complaints, and any others directed by Regional Council.

The Department also responds to all applications and inquiries, updates material on the website, and provides support to the regional Emergency Measures organization (REMO), the Municipal Climate Change Action Committee (MCAAP), the Hantsport Area Advisory Committee (HAAC), the Windsor Area Advisory Committee (WAAC) and the three watershed committees.

The budget estimate includes funds for development contingencies to ensure enough funding is available for unanticipated items such as costs associated with the planning document review and major development applications. Large-scale and complex developments can have a substantial impact on the department budget, necessitating legal opinions, increased staff time or consulting expertise.

2020-21 Proposed Budgets

Budget summaries are provided below. See Appendix 15 for a more detailed version of the budget.

Revenue

Revenue generated by the Planning and Development Department through application fees for building and development permits, development agreements, and document amendments and subdivision goes into general revenue. Although this revenue does not appear in the Planning and Development Department budget, it does help offset expenditures. In late 2019, for the first time both Windsor and West Hants Councils approved processing fees for development agreements and documents amendments which will further offset costs.

2020-21 Planning and Development Department Budget Highlights

- Planning operated jointly in 2019-20, operating costs increased due to changes in salaries based on the review by the Human Resources consultants.
- Heritage grant amount was increase due to the additional of Heritage properties, within the new Regional Municipality.

**West Hants Regional Municipality
Planning and Development Budget Summary
2020-2021**

EXPENSES	Estimates 2020-2021
Salary & Benefits	\$ 590,327
Mileage	\$ 3,000
Staff Development	\$ 7,107
Administration	\$ 18,185
Legal	\$ 7,000
Dev Contingency/HAAC/HGP	\$ 32,500
Total Dev Services Expenses	\$ 658,119

Building Inspection

The most recent Building Code By-law requires permits be obtained for anything specified in the Nova Scotia Building Code (NSBC) Regulations and with additional specific local regulations. For each building permit, inspections and re-inspections must be carried out to ensure construction meets the requirements of the NSBC. One Building Code Act By-Law will be recommended to Regional Council this spring.

West Hants Council enacted a *Policy Respecting a System of Municipal Fire Inspections (2010)* which also requires inspections of specific types of buildings on a schedule established in the Policy, and it is anticipated that a policy will be developed for the Region.

2019-20 Building Inspection Budget Highlights

- The 2018-19 budget included the addition of a full-time Fire Inspector/ Building Official. Staff hired to fill this position could not be retained at the salary offered. This position was been removed for the 2019-20 fiscal year as the Consolidation legislation prohibits offering a position past March 31, 2020. It was added back in during the development of the organizational chart, and the position was successfully filled.
- Increase for training the new inspector and administrative costs for outfitting them with uniforms and personal protection equipment.

West Hants Regional Municipality Building Inspection Budget Summary 2020-2021

EXPENSES	Estimates 2020-2021
Salary & Benefits	\$ 330,443
Mileage	\$ 4,500
Staff Development	\$ 12,538
Administration	\$ 9,770
Vehicle Costs	\$ 12,944
Capital out of Revenue	\$ -
Total Building Inspection Expenses	\$ 370,195

By-Law Enforcement and Dangerous and Unsightly

Two full time By-law Enforcement Officer, responds to all by-law complaints, including those made under the Dog By-law, Illegal Dumping and Dangerous and Unsightly complaints. See Appendix 12 for a more detailed version of the budget.

2020-21 By-Law budgets highlights

- Increase for protective services for the purchase of safety equipment.

- Staff development costs were increased in 2020-21 to reflect additional staff member.

**West Hants Regional Municipality
By-Law Budget Summary
2020-2021**

EXPENSES	Estimates 2020-2021
Salary & Benefits	\$ 117,712
Mileage & Truck Payments	\$ 10,000
Staff Development	\$ 5,300
Administration	\$ 5,387
Protective Services	\$ 21,570
Total Expenses	\$ 159,969

DRAFT

Community Development Department

Overview

The Parks and Recreations Department is committed to enhancing the health and quality of life for residents through programs, services, facilities and parks and open space properties. The many parks and recreation facilities range from walking & nature trails, playgrounds, sports fields/facilities, and open spaces. Our vision for physical activity is one where West Hants is a community where being active is the norm throughout the four seasons, where residents have the skills to benefit from recreation opportunities and where individuals and families are willing and able to access physical activity opportunities and infrastructure.

2019-20 Summary

The West Hants Parks & Recreation Department and the Town of Windsor Department of Tourism, Community Development and Recreation have been combined to create the Regional Community Development Department. Much work was completed over the past year to merge the departments. Reflected in this summary is work that has been completed by the two departments as well as the Town of Windsor Public Works Department.

The Community Development Department is comprised of twelve full time employees, two seasonal employees, fifty-one summer students and a number of part-time staff. The Active Living Coordinator's position continues to receive financial support from the Department of Communities Culture & Heritage.

In 2019, the Department's provided direct programming to well over 2,800 people through Aquatic Programs (lessons, aquafit, Summer Camps, Youth Bus Trips, Art Programs, Mini Soccer, After School Program, After The Bell Program, Girls Get Active, , Chair Yoga, Seniors Bus Trips, Active Aging Adventure Program, Guided Trail Hikes, Recreational Kayak Programs, Intro to Mountain Biking Course, Tumble Bugs/Tots, Creative Movement, free skating opportunities at the Hants Exhibition Arena and GFL Newport Recreation Centre. The Department is also responsible for processing all Use of Facility Application requests for municipal parks and coordinating the bookings for the Hants County War Memorial Community Centre, Eldridge Road Recreation Site, St. Croix Recreation Site, and the Hants Aquatic Center. The Department also coordinated the Active Kids Healthy Kids Fund and the Healthy Active Aging Fund (pilot program).

Free equipment loan programs are also available to the community such as GPS units, snowshoes, recreational kayaks, paddle boards and cross-country skis.

Jointly, staff were responsible for the ongoing maintenance of thirty-eight municipal recreation parks, two active cemeteries, two non-active cemeteries and various other municipally owned properties. Over the past year, extensive facility upgrades were completed to the Causeway Trail with over \$97,000 in grant funding being leveraged. The project included viewing platforms, information/cultural signage, lighting, indoor and outdoor accessible washrooms, accessible picnic areas, accessible picnic shelter, an art feature, trail extension and flag poles. Upgrades to the Newport Landing Waterfront Park were also completed with approximately \$25,000 in grant funding being leveraged. New steps and flooring were installed at the Hants County War Memorial Community Centre. New steps were also installed at the entrance to the Old Parish Cemetery on King Street. The Waterfront Park gazebo also had the roof replaced. The

Department was responsible for the operations at the Windsor Arena working cooperatively with the Windsor Agriculture Society to facilitate the process to exit the facility in April 2020.

Staff have participated in meetings with respect to the new Sports Complex and will work toward operationalizing the facility in the coming months.

The Department also facilitated the provision of community programs, services and special events and worked extensively to promote the region. Some of the festival and events that the Department directly coordinated or extensively assisted with include: the Easter Egg Hunt, Windsor/West Hants Volunteer Banquet, Town Wide Yard Sale, Apple Blossom Festival, Princess Windsor Tea, Avon River Days, Christmas Campaign, Pumpkin Regatta and Weigh Off, Windsor Kids Triathlon, Winter Carnival, and the Chalk the Causeway event.

The Visitor Information Centre operated out of the Community Centre for the 2019 season and received over 2,250 visitors. Staff provided community information, directions and assisted with accommodation bookings.

In 2019 the Department supported community groups by way of direct financial support or in-kind contributions and when combined totaled approximately \$112,648.

Community Economic Development staff continued to work cooperatively with other departments in an effort to attract and assist new businesses in the community and to promote our communities as welcoming tourist destination.

The Community Development Department continues to maintain and foster successful community partnerships including Windsor Business Enhancement Society, Avon Chamber of Commerce, Hants Senior Games Committee, Avon River Heritage Museum, West Hants Historical Society, Parks Canada, and Devour Windsor to name a few.

2020-21 Proposed Budgets

Budget summaries are provided below. See Appendix 16 for a more detailed version of the budget.

Community Development Budget Highlights

- Funding to continue and increase low cost and free programs for our residents.
- Operations of the new Sport Complex and the decommissioning of the Windsor Arena
- Small per-diem paid to maintain the historic Poor Farm Cemetery.
- Due to COVID-19 the operations of departments under Community Development, we are anticipating will be impacted. Some more significantly than others.

**West Hants Regional Municipality
Community Development Budget Summary
2020-2021**

General Rate Revenue	Estimates 2020-2021
Recreation Programs	\$ 58,000
Swimming Pool	\$ -
Community Centre	\$ 28,300
Sport Complex	\$ 294,296
Tourist Bureau	\$ -
Community Economic Development	\$ -
<i>Total General Rate Revenue</i>	<i>\$ 380,596</i>

HMCC Area Rate Revenue	Estimates 2020-2021
HMCC	\$ 86,082
<i>Total HMCC Area Rate Revenue</i>	<i>\$ 86,082</i>

WBES Area Rate Revenue	Estimates 2020-2021
WBES	\$ 58,872
<i>Total HMCC Area Rate Revenue</i>	<i>\$ 58,872</i>
Total Revenue	\$ 525,550

General Rate Expenses	Estimates 2020-2021
Recreation Administration	\$ 291,312
Recreation Programs	\$ 42,765
Parks & Grounds	\$ 407,936
Swimming Pool	\$ 40,480
Community Centre	\$ 181,247
Windsor Arena & Sports Complex	\$ 380,488
Tourist Bureau	\$ -
Community Economic Development	\$ 224,613
Reserve & Grants	\$ 72,500
<i>Total General Rate Expenses</i>	<i>\$ 1,641,341</i>

HMCC AREA RATE EXPENSES	
HMCC	\$ 86,082
<i>Total HMCC Area Rate Expenses</i>	<i>\$ 86,082</i>

WBES AREA RATE EXPENSES	
WBES	\$ 58,872
<i>Total WBES Area Rate Expenses</i>	<i>\$ 58,872</i>
Total Expenses	\$ 1,786,295

Riverbank Cemetery Budget Highlights – Area Rate

Operational budget items include one caretaker to manage lots and seasonal worker for grounds maintenance.

Riverbank Cemetery Budget Highlights

- Position through consolidation that supports both cemeteries management.

West Hants Regional Municipality Riverbank Cemetery Budget Summary 2020-2021

Revenue	Estimates 2020-2021
Income from Investments	\$ -
Area Rate	\$ 32,805
Sale and Care of Lots	\$ 3,000
Other	\$ -
Total Cemetery Revenue	\$ 35,805

Expenses	Estimates 2020-2021
Salaries & Benefits	\$ 25,895
Operation Expenses	\$ 9,910
Total Cemetery Expenses	\$ 35,805

Maplewood Cemetery Budget Highlights – Area Rate

Operational budget items include one caretaker to manage lots and seasonal worker for grounds maintenance.

Maplewood Cemetery Budget Highlights

- Position through consolidation that support both cemeteries management.
- Major repairs to the rock wall have been requested in the capital budget.

West Hants Regional Municipality Maplewood Cemetery Budget Summary 2020-2021

Revenue	Estimates 2020-2021
Income from Investments	\$ 3,500
Area Rate	\$ 25,539
Sale and Care of Lots	\$ 26,210
Other	\$ -
Total Cemetery Revenue	\$ 55,249

Expenses	Estimates 2020-2021
Salaries & Benefits	\$ 43,469
Operation Expenses	\$ 11,780
Total Cemetery Expenses	\$ 55,249

Public Works Budgets

Mission:

To enhance the quality of life for all residents, businesses and visitors of the service areas of West Hants Regional Municipality through responsible and sound management, innovation, and teamwork, with a clear vision to provide dependable, high quality, responsive public works and utility services at reasonable costs.

Overview:

The Public Works Department is comprised of three departments within two very distinct operations.

The first operation entails all streets, sidewalks, storm drainage systems, open spaces, building and facility maintenance, vehicle/equipment maintenance and solid waste management, including recycling and maintenance of the closed Cogmagun Landfill. It also includes the wastewater management and treatment systems, pumping stations, and the network of sewage collection pipes, testing, maintenance and repair.

The second operation entails the Water Utility, which is broken down into two departments. The first is the Treatment Plants and Watersheds, and the second is the associated water distribution systems. We sometimes refer to these as "Plants & Pipes".

The continual challenge for the Public Works Department will be to maintain levels of services with the current level of funding and increased infrastructure inventory / responsibilities due to growth and consolidation, along with the high expectations of citizens and changing forms of requests via social media. Based on our track record, the Public Works Department and employees are up to these on-going challenges and are committed to delivering efficient and effective services for the Region and its citizens. However, support will be needed in forms of sufficient funding, equipment, personnel, and training to continue providing this level of public service.

Public Works outside operations is comprised of (3) Supervisors, (1) Mechanic and (16) Unionized employees and (1) Engineering Technologist. We also employ students during the summer months as needed to help with other tasks. There is a public works staff person on call 24/7/365 for transportation, water distribution, wastewater collection or other emergencies related to public works. The team of professionally certified, technical, and skilled staff is a very diverse and experienced group that provide essential services in support of the service areas and region. The team works hard at providing water distribution and meter reading, sewer collection including sewage lift station operation and maintenance, road maintenance, snow and ice control, fleet, equipment & building maintenance, and many other services to the citizens of Windsor & West Hants.

Water Treatment, Sewage Treatment, operations are carried out by (6) certified operators, including, and under the supervision of, the Manager of Water Treatment & The Manager of Wastewater Treatment. These eight individuals, with assistance from our Supervisor of Water Distribution and Wastewater Collection, are also responsible for water distribution quality control, customer service, source water protection / monitoring, and control of activities in the watershed.

Management functions, including project planning/design, assets and records management, budgeting, and employee relations are carried out by the Director with assistance within this department from the, Manager of Public Works Operations, Capital Projects Manager and Technical Engineering Manager.

Our Waste Services Specialist oversees all Municipal waste management initiatives (including waste reduction program through education and enforcement). Additional responsibilities include the oversight of operations, financials, and administration for the landfill/septage lagoon and waste collection/diversion/disposal systems. Support is also provided for Public Works Health and Safety needs. as required.

2020-21 Proposed Budgets

Budget summaries are provided below. See Appendix 17 through 23 for more detailed versions of the budgets.

Roads and Streets

Operational budget items include salary for operation and maintenance technician staff (costs split over roads and utilities), fees to TIR for maintenance, snow and ice control of roads, contracted maintenance, cost sharing for PW compound and expenses, and operational costs for street lights.

Streets & Sidewalks - Minor repairs to the 95km roads and 30 km of sidewalks are carried out in-house (Shouldering, ditching, manhole, catch basin and valve box adjustments, small asphalt patching, concrete curb and sidewalk construction, and pothole filling). During the 2020 construction season, it is our intention to have our Public Works crew involved in several small replacement projects in-house (side-walk improvements, catch-basin, water mains and storm water drainage work, etc.). Larger projects will continue to be tendered out to the private sector as funding permits.

Equipment Maintenance – Our in-house mechanic provides for all regular and major maintenance for all vehicles and fleet in Public Works, Water Utility, Community Development and Planning departments with assistance from outside service centres for specialized work, as necessary. Due to much of the Region’s fleet being of significant age and past the recommended service life, it is critical a dedicated preventative maintenance system is used to have the equipment operational when required. Our new proposed Asset Management Operations Maintenance System will greatly help in this endeavour.

Snow Removal & Ice Control – This program is carried out by public works staff and equipment, except for rented trucks required for snow removal operations (when and as needed) or hired contractors for larger snow events. For the past several winters, our equipment and manpower have continued to be put to the test. With the recent purchase of new equipment both large and small for snow removal operations, it has allowed us to change the way we remove snow during and after all types of snow and ice events. This has greatly improved efficiencies. Staff will continue to explore ways to adjust snow removal operations and ice control within budget and staff resources. The new regional public works department is proposing to take on additional municipal owned road networks that were previously contracted out to private contractors.

Roads and Streets Budget Highlights

- The administrative and compound costs related to Public Works Distribution for the General and Area Rate
- Road maintenance is area rated service and is up significantly to recognize the ongoing costs of maintaining streets, streetlights, and sidewalk and street snow clearing.
- Provincial road cost through Department of Transportation are a general rated item.
- Clover Lane betterment expenses for streetlights, are funded through residents of Clover Lane

West Hants Regional Municipality Roads & Streets Budget Summary 2020-2021

General Rate REVENUE	Estimates 2020-2021
Street Betterment Charge	\$ 1,800
Business Improvement District - Windsor D.T.	\$ -
Total Revenue	\$ 1,800
EXPENSES	
Salary & Benefits	\$ 640,980
Training & Development	\$ 4,200
Administration	\$ 143,388
Vehicle Costs	\$ 39,000
Equipment Costs	\$ 37,200
DOT	\$ 187,094
Street Maintenance	\$ 63,000
Business Improvement District - D.T.	\$ -
Public Works Distribution	\$ -
<i>Total General Expenses</i>	<i>\$ 1,114,862</i>

West Hants Area Rate EXPENSES	Estimates 2020-2021
Snow & Ice Control (Streets)	\$ 55,000
Street Maintenance	\$ 70,000
Administration	\$ 17,516
Snow Equipment Maintenance	\$ 15,300
Roads - Materials	\$ 10,500
PW Costs	\$ 22,560
Street Betterment - Clover Lane	\$ 1,800
<i>Total West Hants Expenses</i>	<i>\$ 192,676</i>

Hantsport Area Rate EXPENSES	Estimates 2020-2021
Snow & Ice Control (Streets)	\$ 57,000
Street Maintenance	\$ 7,000
Maintenance Sidewalks	\$ 6,000
Sidewalk - Snow & Ice	\$ 18,000
PW Works Distribution	\$ 18,800
Administration	\$ 16,905
Street Lights	\$ 26,500
<i>Total Hantsport Expenses</i>	<i>\$ 150,205</i>

Windsor Area Rate EXPENSES	Estimates 2020-2021
Snow & Ice Control (Streets)	\$ 66,000
Street Maintenance	\$ 160,000
Maintenance Sidewalks	\$ 36,000
Sidewalk - Snow & Ice	\$ -
PW Works Distribution	\$ 22,560
Administration	\$ 35,136
Parking Lot Lease	\$ 6,300
Street Lights	\$ 55,000
<i>Total Windsor Expenses</i>	<i>\$ 380,996</i>
Total Expenses	\$ 1,838,738

Waste Collection & Disposal

Both solid waste collection and landfill services are contracted out. The Public Works Department administers these contracts. The current contract for Windsor for Solid Waste Collection of our three streams (Garbage, Organics, and Recycle) runs until September 2020, with the possibility of a 3-year extension agreement to 2023. The current contract for West Hants three stream collection runs until April 2023, with the possibility of three one-year extensions. The garbage portion collected within the Region is hauled to the GFL Environmental West Hants Landfill in Cogmagun for landfilling. The Region has an agreement with GFL to accept leachate from the landfill in return for reduced tipping fees. This has mutual benefits for both parties.

Operational budget items include one full-time waste coordinator staff (costs split between waste collection, waste diversion, and landfill), annual waste collection costs for recyclables and organics processing, recyclable, organics, and garbage tipping fees, advertising and illegal site cleanup.

Waste Collection & Disposal Budget Highlights

- Waste collection and disposal is an area rated costs and based on the contracts the former municipality had in place.

**West Hants Regional Municipality
Waste Collection & Disposal Budget Summary
2020-2021**

West Hants Rate EXPENSES	Estimates 2020-2021
Recycling & Refuse Collection	\$ 747,000
Recyclables Processing	\$ 83,000
Organics Processing	\$ 90,000
Landfill Tipping Fees	\$ 4,200
Salary & Benefits	▼ \$ 11,985
Training & Development	▼ \$ 1,100
Administration	\$ 7,700
PW Costs	▼ \$ 10,587
Vehicle Expense	▼ \$ 1,700
Illegal Site Cleanup	\$ 2,000
<i>Total West Hants Expenses</i>	<i>\$ 959,272</i>

Windsor Area Rate EXPENSES	Estimates 2020-2021
Recycling & Refuse Collection	\$ 110,000
Organics Processing	▼ \$ 128,200
Landfill Tipping Fees	\$ 72,000
Salary & Benefits	\$ 78,175
Training & Development	\$ 1,000
Administration	\$ 3,795
Vehicle Expense	▼ \$ 9,482
Recycling Promotions	\$ 500
PW Cost Allocation	\$ 5,887
<i>Total Windsor Expenses</i>	<i>\$ 409,039</i>
Total Expenses	\$ 1,368,311

Municipal Landfill (closed)

The first generation Cogmagun Landfill was opened in 1983 and closed in 2005. After 2006, all landfills in the province were required to meet second generation standards. The Public Works department is responsible to ensure compliance with the approval through Nova Scotia Environment. Environmental monitoring is contracted to Fracflow Environmental Consultants. Ongoing and long-term maintenance activities are administered by Public Works using contractors or municipal staff.

Operational budget items include one full-time (part salary) waste coordinator staff (costs split between health & Safety, waste collection, waste diversion and landfill), monitoring/sampling program, and ongoing landfill site maintenance. During its operation, the now closed West Hants Landfill was required to accumulate a reserve to fund closure and perpetual care costs. Closed landfill costs are covered by this reserve.

The new landfill facility currently in operation is owned and operated by GFL Environmental under a Public Private Partnership with West Hants which expires in 2025. The Municipality receives a portion of the annual tipping fees for being a land fill host community. This revenue is recorded under non-departmental revenues.

Landfill Budget Highlights

- Public Works share costs for Vehicles, and Training & Development expenses have been moved to Waste Diversion and Waste Collection & Disposal

West Hants Regional Municipality Landfill Budget Summary 2020-2021

REVENUE	Estimates 2020-2021
Trans fr Capital Reserve - LANDFILL	\$ 57,969
Total Revenue	\$ 57,969
EXPENSES	
Salary & Benefits	\$ 11,204
Administration	\$ 6,765
Site Maintenance	\$ 5,000
Landfill Sampling	\$ 35,000
Total Expenses	\$ 57,969
Surplus/(Deficit)	\$ -

Waste Diversion

Collection and Processing of organics and blue bag recyclables are contracted out. The recycle material is collected and hauled to the Colchester Recycling Facility in Kemptown for sorting and processing. Green cart organic material is collected and

hailed to Northridge Farms in Aylesford for processing. The Windsor Solid Waste, Recyclables and Organics Collection and Hauling current contract expired in September 2015. A five-year extension agreement was approved in 2015. This agreement allows for a (5) percent rate of increase in each of the five years. The Windsor Collection and Disposal Costs are very competitive with other units in Region 6 and in most cases, lower. The West Hants Solid Waste, Recyclables and Organics Collection and Hauling also provides good value along with new collection vehicles at the start of the contract. New vehicles have been critical for reliability in covering the large geographic area in West Hants. The Public Works Department administers these contracts.

Operational budget items include one full-time (part salary) waste coordinator staff (costs split between health & Safety, waste collection, waste diversion and landfill), publications (waste collection calendars), recycling projects, curbside enforcement, educational programs, annual replacement or additional waste sorting stations, mileage and expenses associated with these programs.

Waste Diversion Budget Highlights

- Costs related to waste diversion are being moved back to this department. Using funds received from Region 6 help offset salary costs and lower the impact in the general rate.
- Salary & Benefit normally would include part-time staff during the summer for programming.

**West Hants Regional Municipality
Waste Diversion Budget Summary
2020-2021 Detailed Budget**

REVENUE	Estimates 2020-2021
Region 6 Waste Station Funding	\$ 10,000
Region 6 Enforcement funding	\$ 20,474
Transfer of Diversion Credits	\$ 70,656
Total Revenue	\$ 101,130
EXPENSES	
Salary & Benefits	✓ \$ 63,330
Mileage/Expenses	\$ 2,500
Training & Development	✓ \$ 900
Administration	✓ \$ 15,100
Projects & Programs	\$ 4,300
Curbside Enforcement Prog.	\$ 15,000
Total Expenses	\$ 101,130
Surplus/(Deficit)	\$ -

Municipal Facilities

Facility maintenance, like other asset classes, struggles to achieve timely replacements and upgrades to most of the 27 facilities within this section. Over the past few years upgrades in several facilities were made in areas of improved lighting, interior insulation and metal sheathing, roofing, HVAC and electrical and workspace/safety improvements. Due to budget cuts in 2017/18, and again in 2018/19, planned exterior work on the W.B. Stephens building were scaled back. Outstanding work in this area includes required wall coating, crack sealing, window replacements, ventilation system upgrades on the ground floor, and other exterior work. Due to the proposed municipal complex renovations these maintenance items can be completed during this project. Further upgrades and renovations and or possible additions are proposed to continue in areas of the Public Works building, water / wastewater facilities, and other various municipal owned facilities. As the new regional municipality continues to evolve so will the management of the building and facility assets.

Municipal Facilities Budget Highlights

- The Municipal offices are area rated until the eventually consolidation at one location. The West Hants area rate includes the former public works office building in Hantsport.
- One full-time (half) salary for custodial staff, is cost shared by Windsor Fire Department.

West Hants Regional Municipality Facilities Buildings Budget Summary 2020-2021

REVENUE	Estimates 2020-2021
Windsor Office Rentals	\$ 92,836
Windsor Office Leases	\$ 51,050
Total Revenue	\$143,886
EXPENSES - 100 KING STREET	
Salary & Benefits	\$ 30,885
Administration	\$ 3,034
Building Operations	\$ 71,450
Building Maintenance	\$ 45,000
Total Operations	\$150,369
EXPENSES - 76 MORISON DRIVE	
Salary & Benefits	\$ 33,128
Administration	\$ 6,644
Building Operations	\$ 42,015
Building Maintenance	\$ 17,300
Total Operations	\$ 99,087
Total Expenses	\$249,456

Courthouse

The Municipality is partner in a negotiated lease agreement with the Province for the use of the Hants County Courthouse. This property is owned and maintained by the Municipality. The agreement is based on full recovery of all operating costs and expenses from Nova Scotia Transportation and Infrastructure Renewal.

Operational budget items include one full-time (half) salary for custodial staff, fuel expenses for a very old building, and general maintenance of the 2 cast iron boilers and associated building equipment.

Courthouse Budget Highlights

- There are no anticipated significant changes to the budget

West Hants Regional Municipality Courthouse Budget Summary 2020-2021

REVENUE	Estimates 2020-2021
Fiscal Courthouse	\$ 52,422
50% Capital from Province	\$ -
50% Capital from Municipality	\$ -
Total Revenue	\$52,422
EXPENSES	
Salary & Benefits	\$ 6,002
Administration	\$ 10,020
Building Operations	\$ 28,900
Building Maintenance	\$ 7,500
Total Operations	\$52,422
Capital Expenditures (50%)	\$ -
Total Expenses	\$52,422

Libraries

The Public Works department provides maintenance services to the Windsor and Hantsport Library including cleaning services, building repairs / maintenance, insurance, power, heat and utilities. The Hantsport Library is a service that was supported by the former Town through agreement and motions of Council. The Municipality retains ownership of these properties, buildings and costs associated with maintenance and repairs are required to be funded. There is a municipal contribution also required to the Annapolis Valley Regional Library, these contributions have increased over the years and are based on population.

Library Budget Highlights

- There are no anticipated significant changes to the budget.
- The Hantsport library is an area rated item.

**West Hants Regional Municipality
Windsor Library Budget Summary
2020-2021**

REVENUE	Estimates 2020-2021
Rentals	\$ -
Total Revenue	\$ -

EXPENSES	
Salary & Benefits	\$ 9,575
Administration	\$ 1,200
Building Operations	\$ 17,200
Regional Library Assessment:	\$ -
Total Expenses	\$ 27,975

**West Hants Regional Municipality
Hantsport Library Budget Summary
2020-2021**

EXPENSES	Estimates 2020-2021
Building Operations	\$ 8,500
Total Expenses	\$ 8,500

West Hants Utilities

West Hants operates and manages two water utility and sanitary sewer utilities which are self-supported through user fees.

Sewer Utilities

Sewage Collection & Lift Stations – Maintenance of the sewage collection systems and 32 sewage pumping stations, over 1200 manholes and catch basins and 82km of sewer mains is done in-house with major pump repairs, TV Inspection services, and power vacuum and cleaning of collection systems contracted out. Our Manager of Wastewater Treatment and Supervisor of Water / Wastewater Collection have direct responsible charge for sewage lift station operations & maintenance. With a large section of the Region below sea level it is critical that these pumping stations operate properly when required. The department has two portable generators that can be used during power outage situations. Our newest lift station #7 has its own dedicated emergency backup power generator. This pumping station is part of the new wastewater facility that was put in service in June 2016 and is the largest in the Region's wastewater collection system, capable of pumping 18.5 million litres per day. Systems are continuously monitored 24/7 via our SCADA system and notify operators if alarms are triggered. Collection and treatment operators are responsible for on-call duties on a rotating basis, that requires; monitoring our pumping stations remotely, and response/troubleshooting to any alarms or issues that require action.

Sewage Treatment – The regional municipality owns and operates four wastewater treatment facilities:

- Windsor Lagoons - A two-cell secondary treatment plant, located at 3 Lagoon Drive, provides sewage treatment for a partial area of Windsor and the service area of Three Mile Plains.
- Windsor Headworks Facility - Located at 293 Wentworth Road, started operation in June 2016. This now allows 100% of Windsor's wastewater to be treated. Previously, 70% of the Town's service area flowed into the environment untreated.
- Falmouth Wastewater plant - Located off the Falmouth Connector (Highway 101 access), was upgraded in 2009/10 (phase #1). The plant uses biological and UV treatment. This plant provides treatment for that entire service area.
- The fourth facility is a septage treatment lagoon at the closed Cogmagun Landfill site. This facility is operated for the Region by GFL Environmental. This arrangement has benefits for both parties as the closed landfill is not staffed.

Our Manager of Wastewater Treatment has direct responsible charge for the daily operation of the Sewage Treatment Facilities, and directs treatment plant operators as required, with help from public works and water utility if needed. Nova Scotia Environment has renewed our permits to operate in 2015; the new permits extend until 2025. Part of the new permit requirements involve a sludge management plan and potential reduction of chlorine residual remaining in the treated effluent. Preliminary forecasting has been added to the capital requests during the next 5 to 10 years.

Operational budget items include salary for operation and maintenance technician staff (costs split between utilities and roads), annual sewer system depreciation costs, collection system and lift station maintenance, plant power and sewage plant operation costs. The Hantsport Plant power and sewage treatment fees are paid to the Kings County.

Revenue for the sewer utility is generated through user fees based on metered residential water consumption.

West Hants Sewer Budget Highlights

- The former three sanitary sewer utilities were consolidated into one utility.
- Depreciation is the source of the increase for Administration and General.
- Reduction in projected deficit of \$125,059 from 2019-20 due to 3-year phase in rates.

**West Hants Regional Municipality
West Hants Sewer Budget Summary
2020-2021**

REVENUE	Estimates 2020-2021
Sewer Rates	\$ 1,078,390
Other Revenue	\$ -
Total Revenue	\$ 1,078,390
EXPENSES	
Administration	\$ 848,457
Sewage Collection System	\$ 23,500
Lift Stations	\$ 65,100
Sewage Treatment & Disposal	\$ 146,000
Total Expenses	\$ 1,083,057
Surplus/(Deficit)	\$ (4,667)

Windsor Sewer Budget Highlights

- Depreciation is the source of the increase for Administration and General, not something previously budgeted.

**West Hants Regional Municipality
Windsor Sewer Budget Summary
2020-2021**

REVENUE	Estimates 2020-2021
Sewer Rates	\$ 926,320
Other Revenue	\$ 55,280
Total Revenue	\$ 981,600
EXPENSES	
Administration	\$ 818,323
Sewage Collection System	\$ 68,000
Lift Stations	\$ 67,300
Sewage Treatment & Disposal	\$ 181,150
Total Expenses	\$ 1,134,773
Surplus/(Deficit)	\$ (153,173)

Municipal Water Utility

Water Utility

Our Manager of Water Treatment has direct responsible charge for the daily operation of all water treatment plants and directs the water treatment plant operators as required. Maintenance and operational procedures are carried out in accordance with our permit to operate, water withdrawal permit, and source water protection plan issued by the Nova Scotia Department of Environment. A detailed plan for operational procedures and emergency responses are also followed to continuously provide safe clean drinking water and maintaining an adequate supply for fire protection. All treatment plants operate day and night, 365 days a year, therefore monitoring and operation of these plants is maintained after regular working hours via our SCADA and remote monitoring system. Critical alarms are acted upon quickly and operators respond as required. Plant operators rotate on-call responsibilities on a weekly basis to handle after hour alarms, while also conducting required water testing and operational checks on the weekends and holidays.

Windsor Water Treatment – Our Dissolved Air Flotation (DAF) water treatment plant produces and delivers approximately 3760m³/day (2019 figures) of treated water to the Region of Windsor and Three Mile Plains water utilities. This is a chemically assisted process which focuses primarily in colour removal containing many complex systems. Due to the age of the water treatment plant (constructed in 2001) there are critical components that will require replacement/upgrades in the next few years. Staff are discussing some options with consultants that will allow the plant to produce adequate treated water supply when upgrades/replacement equipment is undertaken. Preliminary plans are to explore the feasibility of added a third process train. This will

also meet our regulatory requirement for filter redundancy that we currently do not meet. This, along with increased system water storage and possibility of connecting the Falmouth and Windsor distribution systems. Implementing these plans and continuing to invest in this critical water infrastructure is important to continue to provide safe, reliable drinking water, along with suppling water demand for fire protection, domestic consumption, and potential growth into the future. We are also in the planning stage for Dam upgrades in the Mill Lakes & French Mill Brook Watersheds.

Falmouth Water Treatment Plant - This Conventional Water Treatment Plant is designed to treat raw water for the removal of colour, turbidity and other impurities to provide high quality effluent for potable and domestic use for the community of Falmouth. This plant combines the time proven principles of mixing, coagulation, flocculation, tube settler assisted clarification and high rate filtration. The treatment process is completely automatic, operation. However due to the watershed characteristics the raw water quality changes rapidly after rain / storm events. This dictates close operator intervention and process adjustments during and after these events. The plant has only a single train which treating an average of 750m³/day (2019 Figures). Due to the age of the water treatment plant there are critical components that will require replacement/upgrades in the next few years. We are looking at chemical feed, process instrumentation, and process equipment upgrades and installing engineering controls to eliminate lengthy call outs. Modifications are necessary to increase redundancy and resiliency for this facility.

Hantsport Water Treatment Plant -Built in 2004 this membrane treatment plant is responsible for the production of all treated water for the community of Hantsport, Glooscap First Nations and Hants Border (Kings County) supplying an average of 600m³/day (2019 figures). The raw water supply is in the protected watershed area of Davidson Lake. Raw water flows 6.9km by gravity fed transmission main to the Treatment Facility. After treatment, water is pumped 4.1km from the treatment facility to a storage tank in the community of Hantsport.

Focus should be on upgrading critical pump and monitoring equipment. A study would be recommended on how to bury/insulate a portion of the transmission main from Davidson Lake that is exposed as it crosses a watercourse. The onsite PRV chamber should be looked at as well for accessibility upgrades.

Water Distribution System – Our distribution system is maintained and operated in-house by certified operators and public works staff. This includes water quality assurance checks, 118 km of pipe 847 main valves and service and main repairs, nearly 4000-meter reading/repairs, 484 fire hydrants and customer relations. Our Water Distribution Supervisor, with help from the Manager of Public Works Operations, have direct overall charge for the system; they also receive assistance from the Manager of Water Treatment and water plant operators. 2020 will see operations working on preventative maintenance / repair and leak detection. Staff continue to plan for future

capital projects and look for areas of water leakage to help reduce water loss. The construction and commissioning of two pressure management chambers were completed in August 2015. The objective to this new system is to reduce the number and severity of water main breaks, along with the reduction of main and service line leaks. Since the implementation of the pressure management, we have noticed a reduction in the number and severity of main breaks in the Windsor district. Distribution facilities, including our 3 standpipes, chlorination booster station, altitude valve chamber, PRV chambers and booster stations, are overseen together by the Supervisor of Distribution, Manager of PW Operations and Manager of Water Treatment.

Operational budget items include salary for shared ODRC, salary for one full time plant operator, salary for one-part time water utility technician, operation and maintenance technician staff (costs split between utilities and roads), water purchase costs from the Town of Windsor, transmission and distribution lines maintenance (includes increased leak detection efforts and increasing requirement to address emergency water break repairs), utility depreciation costs, water treatment plant maintenance, power, chemicals and other plant operation costs, transmission and distribution lines maintenance, utility administration and professional fees.

Revenue for the water utility is generated through user fees based on base rate plus consumption charges.

West Hants Water Utility Budget Highlights

- Rates for water consumption are in 3-year phase into a blended rate causing revenue to fluctuate more than costs.
- Increases in water purchase from Windsor for TMP explains the increase in the Source of Supply. Depreciation is the source of the increase for Administration and General.

**West Hants Regional Municipality
West Hants Water Budget Summary
2020-2021**

REVENUE	Estimates 2020-2021
Rate Sales	\$ 1,590,000
Fire Protection	\$ 605,838
Sprinkler Services	\$ 1,000
Other Operating Revenue	\$ 17,500
Total Operating Revenue	\$ 2,214,338
EXPENSES	
Source of Supply	\$ 463,220
Power and Pumping	\$ 51,650
Water Treatment	\$ 299,900
Transmission and Distribution	\$ 635,012
Administration and General	\$ 635,284
Total Operating Expenditures	\$ 2,085,065
Total Non-Operating Revenue	\$ 3,500
Total Non-Operating Expenditure:	\$ 141,955
Operating Surplus/Deficit	\$ (24,182)

Windsor Water Utility Budget Highlights

- Increases in water purchase from Windsor for TMP explains the increase in the revenues. Depreciation is the source of the increase for Administration and General.

**West Hants Regional Municipality
Windsor Water Budget Summary
2020-2021**

REVENUE	Estimates 2020-2021
Rate Sales	\$ 1,344,200
Fire Protection	\$ 478,100
Sprinkler Services	\$ 5,650
Other Operating Revenue	\$ 109,820
Total Operating Revenue	\$ 1,937,770
EXPENSES	
Source of Supply	\$ 49,650
Water Treatment	\$ 463,350
Transmission and Distribution	\$ 494,350
Administration and General	\$ 439,806
Total Operating Expenditures	\$ 1,447,156
Total Non-Operating Revenue	\$ 7,698
Total Non-Operating Expenditure:	\$ 248,295
Operating Surplus/Deficit	\$ 250,017

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APPENDICES - Detailed Budgets

Appendix 1 – Municipal Budget

2020-2021 West Hants Regional Municipality Budget

REVENUE		
ASSESSABLE PROPERTY TAXES		2019-20 Estimates
Assessable Property		
Residential		\$ 5,204,800
Commercial		
Commercial property		\$ 1,224,147
Resource		
Taxable assessments		\$ 172,825
Recreation Property tax		\$ 5,655
Forest property tax (< 50,000 acres)		\$ 23,984
Forest property tax (> 50,000 acres)		\$ 20,704
Special assessments - Super 8		\$ 53,346
Special assessments - Sewer		\$ 1,078,390
Special assessments - Sewer		\$ 981,600
Area rates (1) and special assessments - West Hants		\$ 7,198,538
Area rates (2) and special assessments - Hantsport		\$ 591,820
Area rates (3) and special assessments - Windsor		\$ 3,901,368
Area rates and special assessments - HMCC		\$ 86,082
Area rates and special assessments - WBES		\$ 41,210
	Subtotal	\$ 20,584,470
Business Property		
Based on revenues - Aliant		\$ 76,541
NS Power Inc. - Grant in lieu of taxes		\$ 207,445
HST Rebate		\$ 112,360
	Subtotal	\$ 396,346
Other taxes		
Deed transfer tax		\$ 606,180
5% fund		\$ 8,000
	Subtotal	\$ 614,180
TOTAL TAXES		\$ 21,594,996
GRANT IN LIEU OF TAX		
Federal government		\$ 46,957
Federal government agencies		\$ -
Provincial government		
Provincial property and property of supported institutions		\$ 20,097
Crown timber lands		\$ 17,830
Fire Protection		\$ 29,664
Wind Farm		\$ -
TOTAL GRANTS IN LIEU OF TAXES		\$ 114,548
SERVICES PROVIDED TO OTHER GOVERNMENTS & AGENCIES		\$ 1,060,406
SALES OF SERVICES		
Sale of services (excluding transit)		\$ 569,676
Sale of services (including transit)		\$ -
TOTAL SALES OF SERVICE		\$ 569,676

OTHER REVENUE FROM OWN SOURCES		
Licenses and permits	\$	50,930
Fines	\$	44,080
Rentals	\$	147,486
Concessions and franchises	\$	-
Return on investment	\$	65,990
Penalties and interest on taxes	\$	301,130
Miscellaneous	\$	87,600
TOTAL OTHER REVENUE FROM OWN SOURCES	\$	<u>697,216</u>
UNCONDITIONAL TRANSFERS FROM OWN GOVTS		
Federal Government	\$	-
Provincial Government		
Service Nova Scotia and Municipal Relations		
Municipal Grants Act - Equalization	\$	463,476
Municipal Grants Act - Farm property acreage	\$	87,447
	Subtotal	\$ <u>550,923</u>
Other provincial		
Resource Recovery Fund Board	\$	-
Other	\$	6,300
	Subtotal	\$ <u>6,300</u>
TOTAL UNCONDITIONAL TRANSFERS FROM OWN GOVTS	\$	<u>557,223</u>
CONDITIONAL TRANSFERS FROM FED AND PROV GOVTS		
Federal Government	\$	14,950
Federal Agency - CMHC	\$	-
Provincial Government	\$	83,687
TOTAL CONDITIONAL TRANSFERS FROM FED AND PROVL GOVTS	\$	<u>98,637</u>
CONDTRANSFERS FROM OTHER LOCAL GOVTS	\$	<u>117,520</u>
TOTAL REVENUE	\$	<u>24,810,222</u>
EXPENDITURES		
General Rate General government services		
Transfers to assessment services	\$	332,405
Interest on short term and long-term debt	\$	2,664
Other general government services	\$	2,588,699
Amortization	\$	-
	Subtotal	\$ <u>2,923,768</u>
Area Rate 1 General government services		
Transfers to assessment services	\$	-
Interest on short term and long-term debt	\$	-
Other general government services	\$	116,987
Amortization	\$	-
	Subtotal	\$ <u>116,987</u>
Area Rate 2 General government services		
Transfers to assessment services	\$	-
Interest on short term and long-term debt	\$	563
Other general government services	\$	17,000
Amortization	\$	-
	Subtotal	\$ <u>17,563</u>
Area Rate 3 General government services		
Transfers to assessment services	\$	-
Interest on short term and long-term debt	\$	13,075
Other general government services	\$	179,493
Amortization	\$	-
	Subtotal	\$ <u>192,568</u>

General Rate Protective Services

Police Protection	\$	-
Transfer to correctional services	\$	248,531
Other law enforcement	\$	144,099
Fire Protection	\$	1,419,327
Interest on short term and long-term debt	\$	4,645
Emergency measures	\$	34,280
Amortization	\$	-
Other debt charges	\$	-
Valuation allowances	\$	-
Protective inspections	\$	-
Other protective services	\$	468,487
Subtotal	\$	<u>2,319,369</u>

Area Rate 1 Protective Services

Police Protection	\$	3,321,041
Transfer to correctional services	\$	-
Other law enforcement	\$	-
Fire Protection	\$	771,843
Interest on short term and long-term debt	\$	148,582
Emergency measures	\$	-
Amortization	\$	-
Other debt charges	\$	-
Valuation allowances	\$	-
Protective inspections	\$	-
Other protective services	\$	-
Subtotal	\$	<u>4,241,466</u>

Area Rate 2 Protective Services

Police Protection	\$	-
Transfer to correctional services	\$	-
Other law enforcement	\$	-
Fire Protection	\$	-
Interest on short term and long-term debt	\$	2,248
Emergency measures	\$	-
Amortization	\$	-
Other debt charges	\$	-
Valuation allowances	\$	-
Protective inspections	\$	-
Other protective services	\$	7,000
Subtotal	\$	<u>9,248</u>

Area Rate 3 Protective Services

Police Protection	\$	1,423,303
Transfer to correctional services	\$	-
Other law enforcement	\$	-
Fire Protection	\$	319,210
Interest on short term and long-term debt	\$	-
Emergency measures	\$	-
Amortization	\$	-
Other debt charges	\$	-
Valuation allowances	\$	-
Protective inspections	\$	-
Other protective services	\$	-
Subtotal	\$	<u>1,742,513</u>

General Rate Transportation Services

Public Transit	\$	-
Interest on short term and long-term debt	\$	-
Amortization	\$	-
Other debt charges	\$	-
Valuation allowances	\$	-
Other transportation services	\$	1,114,862
Subtotal	\$	<u>1,114,862</u>

Area Rate 1 Transportation Services

Public Transit	\$	-
Interest on short term and long-term debt	\$	-
Amortization	\$	-
Other debt charges	\$	-
Valuation allowances	\$	-
Other transportation services	\$	192,676
Subtotal	\$	<u>192,676</u>

Area Rate 2 Transportation Services

Public Transit	\$	-
Interest on short term and long-term debt	\$	14,628
Amortization	\$	-
Other debt charges	\$	-
Valuation allowances	\$	-
Other transportation services	\$	150,205
Subtotal	\$	<u>164,833</u>

Area Rate 3 Transportation Services

Public Transit	\$	-
Interest on short term and long-term debt	\$	86,135
Amortization	\$	-
Other debt charges	\$	-
Valuation allowances	\$	-
Other transportation services	\$	380,996
Subtotal	\$	<u>467,131</u>

General Rate Environmental Health Services

Transfer to the capital reserve for solid waste closure/post-closure costs	\$	-
Other current expenditures for solid waste landfill costs	\$	57,969
Interest on short term and long-term debt	\$	-
Amortization	\$	-
Other debt charges	\$	-
Valuation allowances	\$	-
Other environmental health services	\$	101,130
Subtotal	\$	<u>159,099</u>

Area Rate 1 Environmental Health Services

Transfer to the capital reserve for solid waste closure/post-closure costs	\$	-
Other current expenditures for solid waste landfill costs	\$	-
Interest on short term and long-term debt	\$	22,725
Amortization	\$	-
Other debt charges	\$	-
Valuation allowances	\$	-
Other environmental health services	\$	1,924,371
Subtotal	\$	<u>1,947,097</u>

Area Rate 2 Environmental Health Services

Transfer to the capital reserve for solid waste closure/post-closure costs	\$	-
Other current expenditures for solid waste landfill costs	\$	-
Interest on short term and long-term debt	\$	5,212
Amortization	\$	-
Other debt charges	\$	-
Valuation allowances	\$	-
Other environmental health services	\$	-
Subtotal	\$	<u>5,212</u>

Area Rate 2 Environmental Health Services

Transfer to the capital reserve for solid waste closure/post-closure costs	\$	-
Other current expenditures for solid waste landfill costs	\$	-
Interest on short term and long-term debt	\$	115,596
Amortization	\$	-
Other debt charges	\$	-
Valuation allowances	\$	-
Other environmental health services	\$	1,219,011
Subtotal	\$	<u>1,334,607</u>

General Rate Public Health Services

Deficit of Regional Housing Authority	\$	97,000
Interest on short term and long-term debt	\$	-
Amortization	\$	-
Other debt charges	\$	-
Other public health services	\$	-
Subtotal	\$	<u>97,000</u>

Area Rate 1 Public Health Services

Deficit of Regional Housing Authority	\$	-
Interest on short term and long-term debt	\$	-
Amortization	\$	-
Other debt charges	\$	-
Other public health services	\$	-
Subtotal	\$	<u>-</u>

Area Rate 2 Public Health Services

Deficit of Regional Housing Authority	\$	-
Interest on short term and long-term debt	\$	-
Amortization	\$	-
Other debt charges	\$	-
Other public health services	\$	32,805
Subtotal	\$	<u>32,805</u>

Area Rate 3 Public Health Services

Deficit of Regional Housing Authority	\$	-
Interest on short term and long-term debt	\$	-
Amortization	\$	-
Other debt charges	\$	-
Other public health services	\$	25,539
Subtotal	\$	<u>25,539</u>

General Rate Environmental Development Services

Interest on short term and long-term debt	\$	-
Amortization	\$	-
Other environmental development services	\$	1,002,594
Subtotal	\$	<u>1,002,594</u>

Area Rate 1 Environmental Development Services

Interest on short term and long-term debt	\$	-
Amortization	\$	-
Other environmental development services	\$	-
Subtotal	\$	<u>-</u>

Area Rate 2 Environmental Development Services

Interest on short term and long-term debt	\$	-
Amortization	\$	-
Other environmental development services	\$	-
Subtotal	\$	<u>-</u>

Area Rate 3 Environmental Development Services

Interest on short term and long-term debt	\$	-
Amortization	\$	-
Other environmental development services	\$	-
Subtotal	\$	<u>-</u>

General Rate Recreation and Cultural Services

Interest on short term and long-term debt	\$	-
Amortization	\$	-
Other recreation and cultural services	\$	1,572,746
Subtotal	\$	<u>1,572,746</u>

Area Rate 1 Recreation and Cultural Services

Interest on short term and long-term debt	\$	2,075
Amortization	\$	-
Other recreation and cultural services	\$	-
Subtotal	\$	<u>2,075</u>

Area Rate 2 Recreation and Cultural Services

Interest on short term and long-term debt	\$	-
Amortization	\$	-
Other recreation and cultural services	\$	-
Subtotal	\$	-

Area Rate 3 Recreation and Cultural Services

Interest on short term and long-term debt	\$	-
Amortization	\$	-
Other recreation and cultural services	\$	-
Subtotal	\$	-

Area Rate HMCC

HMCC	\$	86,082
Subtotal	\$	86,082

Area Rate WBES

WBES	\$	41,210
Subtotal	\$	41,210

Education	\$	4,683,280
Extraordinary or special items	\$	-

GENERAL RATE EXPENDITURES SUBTOTAL	\$	13,872,719
AREA RATE 1 EXPENDITURES SUBTOTAL	\$	6,500,300
AREA RATE 2 EXPENDITURES SUBTOTAL	\$	229,660
AREA RATE 3 EXPENDITURES SUBTOTAL	\$	3,762,358

HMCC AREA RATE EXPENDITURES SUBTOTAL	\$	86,082
WBES AREA RATE EXPENDITURES SUBTOTAL	\$	41,210
EXPENDITURES SUBTOTAL	\$	24,492,329

PLUS GENERAL RATE PRINCIPAL PAYMENTS	\$	162,426
PLUS AREA RATE 1 PRINCIPAL PAYMENTS	\$	753,514
PLUS AREA RATE 2 PRINCIPAL PAYMENTS	\$	99,610
PLUS AREA RATE 3 PRINCIPAL PAYMENTS	\$	487,467

+/- GENERAL RATE TRANSFERS	-\$	1,043,941
+/- AREA RATE 1 TRANSFERS	-\$	55,276
+/- AREA RATE 2 TRANSFERS	\$	262,550
+/- AREA RATE 3 TRANSFERS	-\$	348,457
TOTAL EXPENDITURES	\$	24,810,222

Appendix 2 – Municipal Fire Budget

West Hants Regional Municipality Municipal Fire Service 2020-2021 Detailed Budget

REVENUE	Estimates 2020-2021	Notes
Fundraising	\$ -	
Donations	\$ -	
Contributions (Taxes)	\$ 893,644	
Contributions (TOW)	\$ -	
Other	\$ -	
Total Revenue	\$ 893,644	
EXPENSES		
Firefighting Operations		
<i>Apparatus</i>		
Regular Maintenance	\$ -	
Fuel	\$ -	
Major Repairs	\$ -	
Annual Safety Inspection	\$ -	
Insurance	\$ -	
<i>Apparatus Sub Total</i>	<i>\$ -</i>	
<i>Equipment & Services</i>		
Personal Protection	\$ -	
Hoses/Ladders	\$ -	
Scba Test & Inspections	\$ -	
Air Equipment	\$ -	
Uniforms	\$ -	
Meals for major calls	\$ -	
Insurance	\$ -	
FS Equipment and Supplies	\$ 7,700	
Other	\$ -	
<i>Equipment Sub Total</i>	<i>\$ 7,700</i>	
<i>Communications</i>		
Dispatch	\$ 43,700	
Pagers/Portable Radios		
Maintenance & Testing	\$ -	
Publications/Subscriptions	\$ 500	
Other	\$ -	
<i>Communication Sub Total</i>	<i>\$ 44,200</i>	
Total Firefighting Operations	\$ 51,900	
Training		
Fire School Level 1	\$ -	
Medical First Responder	\$ -	
Seminars/Materials	\$ -	
Travel/Meals/Etc	\$ -	
FS Exercise Expenses		
Firefighter Honorarium	\$ -	
<i>Training Sub Total</i>	<i>\$ -</i>	

Fire Station

Light & Power	\$	-
Heating	\$	-
General Maintenance	\$	-
Emergency Equipment	\$	-
Snow Removal/Grounds	\$	-
Janitorial/Cleaning	\$	-
Renovations/Major Repairs	\$	-
Other	\$	-
<i>Fire Station Sub Total</i>		\$ -

Administration

Telephone	\$	-
Fire Services Coordinator	\$	-
Summer Student	\$	-
Mileage and Expenses	\$	-
Conventions & Conferences	\$	-
Office Supplies	\$	-
Membership	\$	-
Legal/Audit Fees	\$	-
Bank Charges/Interest	\$	-
Insurance	\$	6,000
WCB	\$	8,800
EAP	\$	8,400
Computer Services	\$	-
Public Events	\$	-
Other	\$	22,502
<i>Administration Sub Total</i>		\$ 45,702

Service medal awards & Mt.
Uniacke 6 Months

Long Term Debt Payments

Principal - BFD/CC	\$	89,000
Term Loan Interest - BFD/CC	\$	28,537
Brooklyn Pumper Principal	\$	74,000
Brooklyn Pumper Interest	\$	11,453
Summerville Pumper Principal	\$	42,200
Summerville Pumper Interest	\$	9,770
Aerial Truck Principal	\$	80,000
Aerial Truck Interest charges	\$	23,986
Fire Transition MFC Principal	\$	193,682
Fire Transition MFC Interest	\$	34,176
TMP Fire Station RBC Principal	\$	49,944
TMP Fire Station RBC Interest	\$	39,783
Proposed Additions	\$	94,511
<i>Long Term Debt Payments</i>	\$	771,042
Total Fire Service Operations		\$ 868,644

Capital & Reserve Expenses

Capital Contributions	\$	-
Reserve Contributions	\$	25,000
<i>Capital & Reserve Expenditures Sub Total</i>		\$ 25,000
Total Municipal Fire Expenses		\$ 893,644
Surplus/Deficit		\$ -

Appendix 3 – Hantsport Fire Budget

**West Hants Regional Municipality
Hantsport Fire Service
2020-2021 Detailed Budget**

REVENUE	Estimates 2020-2021	Notes
Fundraising	\$ -	
Donations	\$ -	
Operation Contributions - West Hants	\$ 125,251	
Operation Contributions - Kings	\$ 53,679	30% of calls
Operation Contributions - Glooscap	\$ 7,065	
Capital Contributions - West Hants	\$ 57,810	
Capital Contributions - Kings	\$ 24,776	30% of calls
Hantsport Area Rate	\$ 19,154	
Building Reserve	\$ -	
Provincial Funding	\$ -	
Other	\$ -	
Total Revenue	\$ 287,735	
EXPENSES		
Firefighting Operations		
<i>Apparatus</i>		
Regular Maintenance	\$ 10,000	
Fuel	\$ 5,000	
Major Repairs	\$ -	
Annual Safety Inspection	\$ 3,000	
Insurance	\$ 15,500	
<i>Apparatus Sub Total</i>	<i>\$ 33,500</i>	
<i>Equipment & Services</i>		
Personal Protection	\$ 25,000	
Fire Suppression & Rescue Equipment	\$ 2,000	
Scba Test & Inspections	\$ 1,500	
Air Equipment	\$ 4,000	
Uniforms	\$ 1,500	
Testing Repair & Maintenance	\$ 1,000	
Meals for major calls	\$ 400	
Other	\$ 1,000	
<i>Equipment Sub Total</i>	<i>\$ 36,400</i>	
<i>Communications</i>		
Dispatch	\$ -	
Pagers/Portable Radios	\$ 10,000	
Maintenance & Testing	\$ 1,000	
Publications/Subscriptions	\$ 500	\$2096 IAM Responding Renewal
Other	\$ -	
<i>Communication Sub Total</i>	<i>\$ 11,500</i>	
Total Firefighting Operations	\$ 81,400	
Training		
Fire School Level 1	\$ 2,500	
Medical First Responder	\$ 800	
Seminars/Materials	\$ 1,000	
Travel/Meals/Etc	\$ 500	
<i>Training Sub Total</i>	<i>\$ 4,800</i>	

Fire Station

Light & Power	\$ 6,500
Heating	\$ 4,000
General Maintenance	\$ 1,500
Emergency Equipment	\$ 1,000
Snow Removal/Grounds	\$ 5,000
Janitorial/Cleaning	\$ 1,200
Maintenance - Apparatus Superintendent	\$ 25,000
Renovations/Major Repairs	\$ 1,500
Insurance	\$ -
Other Station Expenses	\$ -
Other	\$ -
<i>Fire Station Sub Total</i>	<i>\$ 45,700</i>

Administration

Telephone	\$ 1,800
Office Supplies	\$ -
Membership	\$ 500
Legal/Audit Fees	\$ 2,500
Bank Charges/Interest	\$ -
Insurance	\$ -
WCB	\$ 1,500
EAP	\$ 1,500
Computer Services	\$ 500
Public Events	\$ 1,000
Firefighter Honorarium	\$ 40,000
Other	\$ 4,000
<i>Administration Sub Total</i>	<i>\$ 53,300</i>

Long Term Debt Payments

Hantsport Pumper Principal	\$ 25,000
Hantsport Pumper Interest	\$ 4,412
Fire Truck Chassis Principal	\$ 17,500
Fire Truck Chassis Interest	\$ 4,051
Truck Box Principal (Area Rate)	\$ 12,500
Truck Box Interest (Area Rate)	\$ 1,436
Fire Hall Roof Principal (Area Rate)	\$ 4,500
Fire Hall Roof Interest (Area Rate)	\$ 718
Fire Hall Principal - Phase 1	\$ 9,685
Fire Hall Interest - Phase 1	\$ 436
Breathing Apparatuses Principal	\$ 16,500
Breathing Apparatuses Interest	\$ 2,311
Command Scene Lighting Principal	\$ 2,575
Command Scene Lighting Interest	\$ 116
Maxi Force Airbag Set Principal	\$ 761
Maxi Force Airbag Set Interest	\$ 34
<i>Total Long Term Debt Payments</i>	<i>\$ 101,740</i>

Total Fire Service Operations \$ 287,735**Capital & Reserve Expenses**

Misc	\$ -
Reserve Contributions	\$ -
<i>Capital & Reserve Expenditures Sub Total</i>	<i>\$ -</i>
Total Hantsport Fire Expenses	\$ 287,735
Surplus/Deficit	\$ -

Appendix 4 – Summerville Fire Budget

West Hants Regional Municipality Summerville Fire Department 2020-2021 Detailed Budget

REVENUE	Estimates 2020-2021	Notes
Fundraising	\$ -	
Donations	\$ -	
Contributions - Grants	\$ 204,970.00	
Council Motion - Decrease		
Other	\$ -	
Total Revenue	\$ 204,970.00	
EXPENSES		
Firefighting Operations		
<i>Apparatus</i>		
Regular Maintenance	\$ 15,000.00	
Fuel	\$ 3,000.00	
Major Repairs	\$ -	
Annual Safety Inspection	\$ 500.00	
Insurance	\$ 5,471.00	
<i>Apparatus Sub Total</i>	<i>\$ 23,971.00</i>	
<i>Equipment & Services</i>		
Personal Protection	\$ 14,000.00	
Fire Suppression & Rescue Equipment	\$ 7,000.00	
Scba Test & Inspections	\$ 5,500.00	
Air Equipment	\$ 5,500.00	
Uniforms	\$ 1,500.00	
Testing Repair & Maintenance	\$ 6,600.00	
Meals for major calls	\$ 500.00	
Other	\$ 2,000.00	
<i>Equipment Sub Total</i>	<i>\$ 42,600.00</i>	
<i>Communications</i>		
Dispatch	\$ -	
Pagers/Portable Radios	\$ 4,500.00	
Maintenance & Testing	\$ 1,500.00	
Publications/Subscriptions	\$ 3,600.00	
Other	\$ -	
<i>Communication Sub Total</i>	<i>\$ 9,600.00</i>	
Total Firefighting Operations	\$ 76,171.00	
Training		
Fire School Level 1	\$ 6,000.00	
Medical First Responder	\$ 2,000.00	
Seminars/Materials	\$ 2,000.00	
Travel/Meals/Etc.	\$ 1,600.00	
<i>Training Sub Total</i>	<i>\$ 11,600.00</i>	

Fire Station

Light & Power	\$	6,000.00
Heating	\$	9,000.00
General Maintenance	\$	10,000.00
Emergency Equipment	\$	2,500.00
Snow Removal/Grounds	\$	10,000.00
Janitorial/Cleaning	\$	5,000.00
Maintenance - Apparatus Superintendent		
Renovations/Major Repairs	\$	6,500.00
Insurance	\$	14,717.00
Other Station Expenses	\$	1,000.00
Other	\$	7,000.00
<i>Fire Station Sub Total</i>		\$ 71,717.00

Administration

Telephone	\$	3,000.00
Office Supplies	\$	3,000.00
Membership	\$	1,100.00
Legal/Audit Fees	\$	3,500.00
Bank Charges/Interest	\$	500.00
Insurance	\$	10,882.00
WCB	\$	-
EAP	\$	-
Computer Services	\$	3,000.00
Public Events	\$	2,500.00
Firefighter Honorarium	\$	15,000.00
Other	\$	3,000.00
<i>Administration Sub Total</i>		\$ 45,482.00

<i>Long Term Debt Payments</i>	\$	-
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Total Fire Service Operations	\$	204,970.00
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Capital & Reserve Expenses

Long Term Debt - New Tanker	\$	-
Long Term Debt - New Pumper	\$	-
Payout - Credit Union Loan	\$	-
<i>Capital & Reserve Expenditures Sub Total</i>		\$ -
Total Summerville Fire Expenses		\$ 204,970.00
Surplus/Deficit		\$ -

Appendix 5 – Walton Budget

West Hants Regional Municipality Walton Fire Department 2020-2021 Detailed Budget

REVENUE	Estimates 2020-2021	Notes
Fundraising	\$ 18,000	
Donations	\$ 5,000	
Contributions - Grants	\$ 38,850	
Council Motion - Decrease	\$ -	
Other	\$ 35,000	HST Rebate & East Hants
Total Revenue	\$ 96,850	
EXPENSES		
Firefighting Operations		
<i>Apparatus</i>		
Regular Maintenance	\$ 6,500	
Fuel	\$ 1,500	
Major Repairs		
Annual Safety Inspection	\$ 1,200	
Insurance	\$ -	
<i>Apparatus Sub Total</i>	<i>\$ 9,200</i>	
<i>Equipment & Services</i>		
Personal Protection	\$ 5,750	
Fire Suppression & Rescue Equipment	\$ 3,500	
Scba Test & Inspections	\$ 4,500	
Air Equipment	\$ 2,000	
Uniforms	\$ 6,300	
Testing Repair & Maintenance		
Meals for major calls		
Other - Rehab Supplies	\$ 6,600	
<i>Equipment Sub Total</i>	<i>\$ 28,650</i>	
<i>Communications</i>		
Dispatch	\$ -	
Pagers/Portable Radios	\$ 4,000	
Maintenance & Testing	\$ 5,500	
Publications/Subscriptions	\$ 100	
Other	\$ -	
<i>Communication Sub Total</i>	<i>\$ 9,600</i>	
Total Firefighting Operations	\$ 47,450	
Training		
Fire School Level 1	\$ 14,000	Swift water rescue
Medical First Responder	\$ 1,000	
Seminars/Materials	\$ 1,000	
Travel/Meals/Etc.	\$ 2,000	
<i>Training Sub Total</i>	<i>\$ 18,000</i>	

Fire Station

Light & Power	\$	5,300	
Heating	\$	4,500	
General Maintenance	\$	500	Propane Tank
Emergency Equipment	\$	500	
Snow Removal/Grounds	\$	1,500	
Janitorial/Cleaning	\$	1,200	
Maintenance - Apparatus Superintendent	\$	-	
Renovations/Major Repairs	\$	4,500	Cold Water Pumping System
Insurance	\$	15,957	
Other Station Expenses	\$	-	
Other	\$	6,500	Equipment
<i>Fire Station Sub Total</i>		\$	40,457

Administration

Telephone	\$	2,200	
Office Supplies	\$	900	
Membership	\$	400	
Legal/Audit Fees	\$	700	
Bank Charges/Interest	\$	2,500	Interest on loan
Insurance	\$	3,388	
WCB	\$	-	
EAP	\$	-	
Computer Services	\$	550	
Public Events	\$	1,000	
Firefighter Honorarium	\$	-	
Other (Banquet, Service Medals, Etc)	\$	12,000	
<i>Administration Sub Total</i>		\$	23,638

<i>Long Term Debt Payments</i>	\$	5,732	Add on structure to building
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Total Fire Service Operations	\$	87,827	
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Capital & Reserve Expenses

Truck Bay floor	\$	-	
Transfer to Reserves	\$	10,000	
<i>Capital & Reserve Expenditures Sub Total</i>		\$	10,000
Total Walton Fire Expenses		\$	145,277
Surplus/Deficit		-\$	48,427

Appendix 6 – Brooklyn Fire Department – Station 1

**West Hants Regional Municipality
Brooklyn Station 1 Fire Service
2020-2021 Detailed Budget**

REVENUE	Estimates 2020-2021	Notes
Fundraising	\$ -	
Donations	\$ -	
Contributions - West Hants	\$ 293,226	
Contributions - East Hants	\$ 51,867	
Municipal costs	\$ 41,000	
Other	\$ -	
Total Revenue	\$ 386,093	
EXPENSES		
Firefighting Operations		
<i>Apparatus</i>		
Regular Maintenance	\$ 20,000	
Fuel	\$ 9,000	
Major Repairs	\$ 5,000	
Annual Safety Inspection	\$ 5,000	
Insurance	\$ 15,750	
<i>Apparatus Sub Total</i>	<i>\$ 54,750</i>	
<i>Equipment & Services</i>		
Personal Protection	\$ 30,000	
Fire Suppression & Rescue Equipment	\$ 10,043	
Scba Test & Inspections	\$ 10,000	
Air Equipment	\$ 2,000	
Uniforms	\$ 2,500	
Testing Repair & Maintenance	\$ 8,500	
Meals for major calls	\$ 1,000	
Other	\$ 1,000	
<i>Equipment Sub Total</i>	<i>\$ 65,043</i>	
<i>Communications</i>		
Dispatch	\$ -	
Pagers/Portable Radios	\$ 13,000	
Maintenance & Testing	\$ 2,000	
Publications/Subscriptions	\$ 3,000	
Other	\$ -	
<i>Communication Sub Total</i>	<i>\$ 18,000</i>	
Total Firefighting Operations	\$ 137,793	
Training		
Fire School Level 1	\$ 10,000	
Medical First Responder	\$ 1,500	
Seminars/Materials	\$ 1,000	
Travel/Meals/Etc.	\$ 1,000	
<i>Training Sub Total</i>	<i>\$ 13,500</i>	

Fire Station

Light & Power	\$	16,000	Municipal cost
Heating	\$	-	
General Maintenance	\$	17,900	
Emergency Equipment	\$	2,000	
Snow Removal/Grounds	\$	25,000	
Janitorial/Cleaning Supplies	\$	2,100	
Maintenance - Apparatus Superintendent	\$	37,500	
Renovations/Major Repairs	\$	6,500	
Insurance	\$	-	
Other Station Expenses	\$	-	
Other	\$	-	
<i>Fire Station Sub Total</i>		\$	107,000

Administration

Telephone	\$	5,000	
Office Supplies	\$	1,800	
Membership	\$	200	
Legal/Audit Fees	\$	3,500	
Bank Charges/Interest	\$	300	
Insurance	\$	2,500	
WCB	\$	-	
EAP	\$	-	
Computer Services	\$	1,000	
Public Events	\$	500	
Firefighter Honorarium	\$	65,000	
Other	\$	6,000	
<i>Administration Sub Total</i>		\$	85,800

Long Term Debt Payments \$ 42,000

Total Fire Service Operations \$ 386,093

Capital & Reserve Expenses

Misc			
Reserve Contributions			
<i>Capital & Reserve Expenditures Sub Total</i>		\$	-
Total BFD Station 1 Fire Expenses		\$	386,093
Surplus/Deficit		\$	-

Appendix 7 – Brooklyn Fire Station 2

West Hants Regional Municipality BFD Station 2 Fire Service 2020-2021 Detailed Budget

REVENUE	Estimates 2020-2021	Notes
Fundraising	\$ -	
Donations	\$ -	
Contributions - Grants	\$ 126,800	
Municipal costs	\$ 24,875	
Other	\$ -	
Total Revenue	\$ 151,675	
EXPENSES		
Firefighting Operations		
<i>Apparatus</i>		
Regular Maintenance	\$ 10,000	
Fuel	\$ 7,000	
Major Repairs	\$ 7,500	
Annual Safety Inspection	\$ 1,000	
Insurance	\$ 12,175	Municipal cost
<i>Apparatus Sub Total</i>	<i>\$ 37,675</i>	
<i>Equipment & Services</i>		
Personal Protection	\$ 25,000	
Fire Suppression & Rescue Equipment	\$ 8,000	
Scba Test & Inspections	\$ 7,500	
Air Equipment	\$ -	
Uniforms	\$ 1,500	
Testing Repair and Maintenance	\$ 2,000	
Meals for major calls	\$ 500	
Other	\$ 500	
<i>Equipment Sub Total</i>	<i>\$ 45,000</i>	
<i>Communications</i>		
Dispatch	\$ -	
Pagers/Portable Radios	\$ 5,600	
Maintenance & Testing	\$ 1,000	
Publications/Subscriptions	\$ 1,500	
Other	\$ -	
<i>Communication Sub Total</i>	<i>\$ 8,100</i>	
Total Firefighting Operations	\$ 90,775	
Training		
Fire School Level 1	\$ 4,000	
Medical First Responder	\$ 1,000	
Seminars/Materials	\$ 750	
Travel/Meals/Etc	\$ 500	
<i>Training Sub Total</i>	<i>\$ 6,250</i>	

Fire Station

Light & Power	\$	4,900	
Heating	\$	-	
General Maintenance	\$	2,800	
Emergency Equipment	\$	200	BFD Cost
Snow Removal/Grounds	\$	3,000	
Janitorial/Cleaning	\$	1,200	BFD Cost
Maintenance - Apparatus Superintendent	\$	15,000	
Renovations/Major Repairs	\$	-	
Insurance	\$	-	
Other Station Expenses	\$	-	
Other	\$	-	
<i>Fire Station Sub Total</i>		\$	27,100

Administration

Telephone	\$	600	
Office Supplies	\$	500	BFD Cost
Membership	\$	50	
Legal/Audit Fees	\$	2,500	BFD Cost
Bank Charges/Interest	\$	-	
Insurance	\$	900	
WCB	\$	-	
EAP	\$	-	
Computer Services	\$	500	
Public Events	\$	500	BFD Cost
Firefighter Honorarium	\$	20,000	
Other (Banquet, Service Medals, Etc)	\$	2,000	
<i>Administration Sub Total</i>		\$	27,550

<i>Long Term Debt Payments</i>	\$	-	
Total Fire Service Operations	\$	151,675	

Capital & Reserve Expenses

Misc	\$	-	
Reserve Contributions	\$	-	
<i>Capital & Reserve Expenditures Sub Total</i>		\$	-
Total BFD Station 2 Fire Expenses	\$	151,675	
Surplus/Deficit	\$	-	

Appendix 8 – Windsor Fire Department

West Hants Regional Municipality Windsor Fire Department 2020-2021 Detailed Budget

REVENUE	Estimates 2020-2021	Notes
Fundraising	\$ -	
Donations	\$ -	
Operation Contributions	\$ 272,704	
Capital Contributions	\$ -	
Windsor Are Rate	\$ -	
Fire Protection Area Rate	\$ 27,040	
Reserves	\$ -	
Provincial Funding	\$ -	
Other	\$ -	
Total Revenue	\$ 299,744	
EXPENSES		
Firefighting Operations		
<i>Apparatus</i>		
Regular Maintenance	\$ 10,000	
Fuel	\$ 8,000	
Major Repairs	\$ 5,000	
Annual Safety Inspection	\$ 3,807	
Insurance	\$ 12,000	
<i>Apparatus Sub Total</i>	<i>\$ 38,807</i>	
<i>Equipment & Services</i>		
Personal Protection	\$ 36,740	
Fire Suppression & Rescue Equipment	\$ 12,326	
Scba Test & Inspections	\$ 5,000	
Air Equipment	\$ 2,850	
Uniforms	\$ 5,000	
Testing Repair & Maintenance	\$ 7,300	
Meals for major calls	\$ 1,000	
Other	\$ 400	
<i>Equipment Sub Total</i>	<i>\$ 70,616</i>	
<i>Communications</i>		
Dispatch	\$ -	
Pagers/Portable Radios	\$ 4,000	
Maintenance & Testing	\$ 5,450	
Publications/Subscriptions	\$ 1,200	
Other	\$ -	
<i>Communication Sub Total</i>	<i>\$ 10,650</i>	
Total Firefighting Operations	\$ 120,073	
Training		
Fire School Level 1	\$ 12,000	
Medical First Responder	\$ 400	
Seminars/Materials	\$ 3,600	
Travel/Meals/Etc	\$ 500	
<i>Training Sub Total</i>	<i>\$ 16,500</i>	

Fire Station

Light & Power	\$	-	
Heating	\$	-	
General Maintenance	\$	1,000	
Emergency Equipment	\$	100	
Snow Removal/Grounds	\$	-	
Janitorial/Cleaning	\$	2,000	
Maintenance - Apparatus Superintendent	\$	27,440	
Renovations/Major Repairs	\$	2,000	
Insurance	\$	-	
Other (Rent WFD)	\$	63,660	RENT WBS
<i>Fire Station Sub Total</i>		\$	96,200

Administration

Telephone	\$	2,000	VIOP Phones
Office Supplies	\$	4,000	
Membership	\$	700	
Legal/Audit Fees	\$	3,300	
Bank Charges/Interest	\$	-	
Insurance	\$	3,600	
WCB	\$	-	
EAP	\$	-	
Computer Services	\$	2,400	
Public Events	\$	500	
Firefighter Honorarium	\$	44,000	
Other	\$	6,471	
<i>Administration Sub Total</i>		\$	66,971

*Long Term Debt Payments***Total Fire Service Operations \$ 299,744****Capital & Reserve Expenses**

Misc			
Reserve Contributions			
<i>Capital & Reserve Expenditures Sub Total</i>		\$	-
Total Windsor Fire Expenses		\$	299,744
Surplus/Deficit		\$	-

Appendix 9 – South West Hants Fire Budget

West Hants Regional Municipality South West Hants Fire Service 2020-2021 Detailed Budget

REVENUE	Estimates 2020-2021	Notes
Fundraising	\$ 7,500	
Donations	\$ 500	
SWH Fire Society	\$ 26,025	
Fire Operations	\$ 52,575	
Auxiliary	\$ -	
Council - Motion	\$ -	
Rent	\$ 1,000	
Surplus	\$ -	
Other	\$ -	
Total Revenue	\$ 87,600	
EXPENSES		
Firefighting Operations		
<i>Apparatus</i>		
Regular Maintenance	\$ 8,000	
Fuel	\$ 800	
Major Repairs	\$ -	
Annual Safety Inspection	\$ 500	
Insurance	\$ 1,000	
<i>Apparatus Sub Total</i>	<i>\$ 10,300</i>	
<i>Equipment & Services</i>		
Personal Protection	\$ 10,000	
Fire Suppression & Rescue Equipment	\$ 1,000	
Scba Test & Inspections	\$ 1,000	
Air Equipment	\$ 250	
Uniforms	\$ 500	
Testing Repair & Maintenance	\$ -	
Meals for major calls	\$ -	
Other	\$ -	
<i>Equipment Sub Total</i>	<i>\$ 12,750</i>	
<i>Communications</i>		
Dispatch	\$ -	
Pagers/Portable Radios/Headsets	\$ -	
Maintenance & Testing	\$ 500	
Publications/Subscriptions	\$ -	
Other	\$ -	
<i>Communication Sub Total</i>	<i>\$ 500</i>	
Total Firefighting Operations	\$ 23,550	
Training		
Fire School Level 1	\$ 800	
Medical First Responder	\$ 500	
Seminars/Materials	\$ 500	
Travel/Meals/Etc	\$ 250	
<i>Training Sub Total</i>	<i>\$ 2,050</i>	

Fire Station

Light & Power	\$	6,000	
Heating	\$	5,000	
General Maintenance	\$	2,000	
Emergency Equipment	\$	1,850	
Snow Removal/Grounds	\$	3,500	
Janitorial/Cleaning	\$	1,600	
Maintenance - Apparatus Superintendent	\$	2,500	
Renovations/Major Repairs	\$	16,675	Generator
Other	\$	-	
<i>Fire Station Sub Total</i>		\$	39,125

Administration

Telephone	\$	1,300	
Office Supplies	\$	400	
Membership	\$	35	
Legal/Audit Fees	\$	1,250	
Bank Charges/Interest	\$	90	
Insurance	\$	5,000	
Computer Services	\$	800	
WCB	\$	-	
EAP	\$	-	
Public Events	\$	500	
Firefighter Honorarium	\$	10,500	
Other (Banquet, Service Medals, Etc)	\$	3,000	
<i>Administration Sub Total</i>		\$	22,875
<i>Long Term Debt Payments</i>		\$	-
Total Fire Service Operations		\$	87,600

Capital & Reserve Expenses

Misc			
Reserve Contributions			
<i>Capital & Reserve Expenditures Sub Total</i>		\$	-
Total SWH Fire Expenses		\$	87,600
Surplus/Deficit		\$	-

Appendix 10 – Office of CAO

**West Hants Regional Municipality
Office of the CAO
2020-2021 Detailed Budget**

Legislation	Estimates 2020-2021
Mayor	\$ 56,000
Councilors	\$ 326,527
Training & Development	\$ 5,000
Citizens Members	\$ 6,000
Other Legislative Expenses	\$ 17,000
Total Legislation	\$ 410,527
Office of CAO	
Salaries	
Salaries - Full time	\$ 261,950
Overtime	\$ 6,000
Vacation	\$ 26,350
Sick Leave	\$ 21,700
EI	\$ 4,216
CPP	\$ 9,937
Pension	\$ 18,600
Blue Cross	\$ 11,036
Worker's Comp.	\$ 4,441
Total Salary & Benefits	\$ 364,230
CAO Administration	
Mileage	\$ 3,500
Training & Development	\$ 6,000
Conventions & Conferences	\$ 1,000
Membership Fees	\$ 2,500
Telephone	\$ 4,000
Mandated Communications	\$ -
Marketing/PR	\$ -
Public Information	\$ -
Legal	\$ 65,000
Legal WFD/Amalgamation	\$ -
Legal Hantsport Transition	\$ -
CAO Grants	\$ 5,000
Total CAO Administration	\$ 87,000
Total Office of the CAO	\$ 451,230

West Hants Area Rate

	Estimates 2020-2021	
Pension shortfall Bennett	\$	2,400
Pension (Haley)	\$	15,500
Total Area Rate Expenses	\$	17,900

Hantsport Area Rate

	Estimates 2020-2021	
Pension	\$	17,000
Total Area Rate Expenses	\$	17,000

Windsor Area Rate

	Estimates 2020-2021	
Pension shortfall I. Armstrong	\$	29,124
Total Area Rate Expenses	\$	29,124

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Appendix 11 – REMO

**West Hants Regional Municipality
REMO
2020-2021 Detailed Budget**

EXPENSES	Estimates 2020-2021
Full Time - Salary	\$ -
EI	\$ -
CPP	\$ -
WCB	\$ -
Mileage and Expenses	\$ 1,800
Training and Development	\$ 1,000
Conventions & Conferences	\$ 1,000
Memberships	\$ 350
EOC Telephone	\$ 5,500
Mandated Communication	\$ -
Marketing/PR	\$ 500
Public Information	\$ 400
Satellite Phones	\$ 2,000
Satellite Television	\$ 300
Photocopier/Plotter	\$ -
IT Services	\$ -
Insurance	\$ -
Exercise Expenses	\$ -
EOC Equip. and Supplies	\$ -
Radio Equipment/repeater	\$ 3,900
Radio License	\$ 1,300
Emergency Response Costs	\$ 6,000
EMO Training	\$ 750
Command Trailer - Phone	\$ -
Command trailer service	\$ -
Capital out of Revenue	\$ -
<i>Sub Total</i>	\$ 24,800
Administration Fee 10%	\$ 2,480
<i>Sub Total</i>	\$ 27,280
Honorarium alt-coord.	\$ 7,000
Total Expenses	\$ 34,280

Appendix 12 – By-Law

**West Hants Regional Municipality
By-Law Enforcement
2020-2021 Detailed Budget**

EXPENSES	Estimates 2020-2021
Salary- Full Time	\$ 84,717
Salary- Part Time	\$ -
Hourly-Part Time	\$ -
Hourly- Casual	\$ -
Overtime	\$ 3,000
Statutory Holiday	\$ -
By Law - Call Duty Pay	\$ -
Vacation	\$ 6,663
Sick Leave	\$ 3,808
Medical Appointment Leave	\$ -
Employer Share - EI	\$ 2,106
Employer Share - CPP	\$ 4,630
Employer Share - Pension	\$ 5,711
Employer Share - Blue Cross (H&D)	\$ 5,059
Employer Share - WCB	\$ 2,018
Personal Leave	\$ -
Mileage & Expenses	\$ 2,000
Training & Development	\$ 5,000
Conventions & Conferences	\$ -
Membership Fees	\$ 300
Telephone	\$ 3,980
Mandated Communication	\$ 250
Public Information	\$ -
Insurance	\$ 1,157
Marketing/PR	\$ -
Prosecuting Attorney	\$ 15,870
Dog Complaints	\$ -
Dog Impoundment	\$ 1,000
Dog Tag Contribution SPCA	\$ 1,500
Supplies & Miscellaneous	\$ 3,200
Feral Cat Program	\$ -
Pest Control	\$ -
Truck Maintenance	\$ 6,000
Truck Fuel	\$ 2,000
Truck Registration	\$ -
Capital Out Of Revenue	
Total Expenses	\$ 159,969

Appendix 13 – Department of Finance

**West Hants Regional Municipality
Department of Financial Services
2020-2021 Detailed Budget**

Finance Department	Estimates 2020-2021
Salaries - Finance	\$ 580,540
Overtime	\$ 9,000
Vacation	\$ 45,660
Sick Leave	\$ 26,092
EI	\$ 12,559
CPP	\$ 28,670
Pension	\$ 39,138
Blue Cross	\$ 33,153
Worker's Comp.	\$ 12,678
Total Salary & Benefits	\$ 787,489
Finance Administration	
Mileage	\$ 1,750
Training & Development	\$ 4,500
Conventions & Conferences	\$ 1,000
Membership Fees	\$ 2,500
Audit	\$ 51,630
Cash Over & Short	\$ 100
Financial Services Charges	\$ 26,000
Other	\$ 2,500
Total Finance Administration	\$ 89,980
Total Finance Department	\$ 877,469
Taxation	
Administration	\$ -
Tax Rebates- Halls	\$ 52,000
Day Care Reductions	\$ 1,250
Water Utility Exemptions	\$ -
Other Taxation-Seasonal	\$ 2,200
Tax Sale Expense	\$ -
Street Lighting Clover Lane	\$ -
Total Taxation	\$ 55,450

Common Services

Safety Committee	\$	500
Wellness Program	\$	250
Employee Support Committee	\$	300
Total Common Services	\$	1,050

Other General Admin Services

Office Administration	\$	128,346
Data	\$	464,677
Photocopier	\$	-
Staff Improvement/Apprec	\$	8,450
Election	\$	-
Insurance	\$	97,000
Grants to Other Orgs	\$	31,500
Other General Services	\$	5,000
Water for resale	\$	-
Mandated Communications	\$	3,000
Marketing/PR	\$	7,500
Public Information	\$	2,500
Transfer to Reserves	\$	-
Staff Salary Increase	\$	-
Total Other General Admin	\$	747,973

Assessment Recovery Costs

Assessment Recovery Costs	\$	332,405
<i>Total Assessment Recovery Cost</i>	<i>\$</i>	<i>332,405</i>

Appendix 14 – IT Budget

West Hants Regional Municipality Information Technology 2020-2021 Detailed Budget

EXPENSES	Estimates 2020-2021
<i>Salaries</i>	
Salary- Full Time	\$ 62,720
Salary- Part Time	\$ -
Hourly-Part Time	\$ -
Hourly- Casual	\$ -
Overtime	\$ -
Statutory Holiday	\$ -
Vacation	\$ -
Sick Leave	\$ -
Medical Appointment Leave	\$ -
Employer Share - EI	\$ 1,200
Employer Share - CPP	\$ 2,750
Employer Share - Pension	\$ 4,100
Employer Share - Blue Cross (H&D)	\$ 2,200
Employer Share - WCB	\$ 930
Personal Leave	\$ -
Mileage & Expenses	\$ 1,750
Training & Development	\$ 1,500
Conventions & Conferences	\$ -
Membership Fees	\$ -
Telephone	\$ 700
<i>Sub Total</i>	<i>\$ 77,850</i>
<i>Hardware</i>	
Camera / Wifi Maintenance	\$ 7,500
Stanley Security Support	\$ 2,500
Laptop or desktop replacement/upgrades	\$ 8,000
iPhone Repacements	\$ 6,000
Owl Meeting Camera	\$ 2,500
Joan Meeting Room	\$ -
GIS Workstation	\$ -
SSD Drives	\$ 1,000
Networking Maintenance	\$ 8,000
Supplies and Maintenance	\$ 5,000
iPad Hardware (iPad + Case)	\$ 3,200
<i>Sub Total</i>	<i>\$ 43,700</i>
<i>Software</i>	
VMWare	\$ 2,000
Firepower Services	\$ 8,000
Keystone Support	\$ 5,000
Anti-Virus	\$ 900
Microsoft Office 365	\$ 26,400
Office 365 ATP	\$ 4,500
Adobe Illustrator	\$ -
Adobe Acrobat Standard Upgrades	\$ 5,000
Logmein Service	\$ 2,000
<i>Sub Total</i>	<i>\$ 53,800</i>

<i>Administration</i>	
Laserfiche LSAP (Support)	\$ 12,000
<i>Sub Total</i>	<i>\$ 12,000</i>
<i>Planning and Development</i>	
ArcGIS 10 License	\$ 2,000
Annual maintenance fee - ArcGIS Server Standard Workgroup	\$ -
ArcPad Maintenance	\$ -
GPS Annual Subscription	\$ 1,200
iPads/Mobile Desks - Building Inspection	\$ 2,000
ArcGIS Online Credits	\$ 500
TownSuite Maintenance & Support	\$ 8,500
<i>Sub Total</i>	<i>\$ 14,200</i>
<i>Public Works</i>	
HIPPO CMMS	\$ 2,652
Tablets for Public Works	\$ 5,000
Cell Plan for Tablets	\$ 500
<i>Sub Total</i>	<i>\$ 8,152</i>
<i>Community Development</i>	
Online Registration System	\$ 11,000
Adobe Illustrator	\$ -
<i>Sub Total</i>	<i>\$ 11,000</i>
<i>Council</i>	
Internal Communication: iPad For Council	\$ 12,000
Wireless Plan (3G Cellular)	\$ 2,000
iPad Software	\$ -
<i>Sub Total</i>	<i>\$ 14,000</i>
<i>Contingency Fund</i>	<i>\$ 2,500</i>
<i>Internet/Telecommunications Charges</i>	<i>\$ 7,800</i>
<i>Backup / Monitoring / Email / Website</i>	
Veeam Backup System Maintenance	\$ 4,500
MessageScreen Email Spam Appliance	\$ -
Website support costs	\$ 5,000
<i>Sub Total</i>	<i>\$ 9,500</i>
<i>IT Service Contract</i>	
IT Services	\$ 74,825
Overages (Emergency Response buffer)	\$ -
Hantsport IT	\$ -
<i>Sub Total</i>	<i>\$ 74,825</i>
<i>Diamond annual support costs</i>	
Platinum support plan	\$ 50,000
Addition Users (one time cost)	\$ 4,000
Annual enhancement renewals	\$ -
Training Professional Services	\$ 3,500
<i>Sub Total</i>	<i>\$ 57,500</i>
Total IT Operating Budget	\$ 464,677

Appendix 15 – Planning & Building Inspections

Planning

West Hants Regional Municipality Planning and Development 2020-2021 Detailed Budget

Development Services EXPENSES	Estimates 2020-2021
Salaries And Wages - Full Time	\$ 458,010
Hourly - Full time	\$ -
Hourly - Part Time	\$ -
Hourly - Casual	\$ 8,552
Hourly - Seasonal	\$ -
Hourly - Term/Students	\$ -
Overtime	\$ -
Statutory Holiday	\$ -
Call Duty Pay	\$ -
Vacation	\$ 34,907
Sick Leave	\$ -
Medical Appointment Leave	\$ -
Employer Share - EI	\$ 9,454
Employer Share - CPP	\$ 21,576
Employer Share - Pension	\$ 29,575
Employer Share - Blue Cross	\$ 18,708
Employer Share - WCB	\$ 9,545
Personal Leave	\$ -
Mileage & Expenses	\$ 3,000
Training & Development	\$ 3,550
Conventions & Conferences	\$ 870
Memberships & Subscriptions	\$ 2,687
Telephone	\$ 2,635
Mandated Advertising	\$ 10,500
Marketing/PR	\$ -
Public Information	\$ -
Administration Fee	\$ -
Legal	\$ 7,000
General (Planning & Zoning)	\$ 1,000
Office Supplies	\$ 3,000
Printing	\$ -
Postage & Courier	\$ 250
Computer Expenses	\$ -
Photocopying	\$ 800
Heritage Grant	\$ 15,000
Capital Out of Revenue	\$ -
Professional Fees	\$ 15,000
Planning Boards (Heritage Advisory Exp)	\$ -
Development-Related Contingencies	\$ 2,500
Total Planning Expenses	\$ 658,119

Building Inspection & Permits

**West Hants Regional Municipality
Building Inspection
2020-2021 Detailed Budget**

EXPENSES	Estimates 2020-2021
Salaries - Full Time	\$ 246,608
Salaries And Wages - Part Time	\$ -
Hourly - Part Time	\$ -
Hourly - Casual	\$ -
Hourly - Seasonal	\$ -
Hourly - Term/Students	\$ -
Overtime	\$ 6,000
Statutory Holiday	\$ -
Call Duty Pay	\$ -
Vacation	\$ 19,396
Sick Leave	\$ 11,084
Medical Appointment Leave	\$ -
Personal Leave	\$ -
Employer Share - EI	\$ 4,796
Employer Share - CPP	\$ 11,450
Employer Share - Pension	\$ 16,625
Employer Share - Blue Cross	\$ 9,354
Employer Share - WCB	\$ 5,130
Mileage & Expenses	\$ 4,500
Training & Development	\$ 8,786
Coventions & Conferences	\$ -
Membership Fees	\$ 3,752
Telephone	\$ 2,500
General Administration & Supplies	\$ 7,270
Insurance	\$ 3,044
Vehicle Maintenance	\$ 5,600
Vehicle Fuel	\$ 4,000
Vehicle Registration	\$ 300
Capital Expense Vehicle	\$ -
Total Building Inspection Expenses	\$ 370,195

Appendix 16 – Community Development

West Hants Regional Municipality Community Development Administration 2020 - 2021 Detailed Budget

Hantsport Area Rate REVENUE	Estimates 2020-2021
HMCC Area Rate	\$ 86,082
<i>Total HMCC Area Rate Revenue</i>	<i>\$ 86,082</i>
Total Revenue	\$ 86,082
<hr/>	
EXPENSES Administration & Facilities	Estimates 2020-2021
Salary - full time	\$ 198,738
Salary - Part Time	\$ -
Vacation	\$ 14,959
Sick Leave	\$ -
Employer Share EI	\$ 3,355
Employer Share CPP	\$ 7,845
Employer Share Pension	\$ 12,822
Employer Share Blue Cross	\$ 7,362
Employer Share WCB	\$ 3,531
Mileage & Expenses	\$ 3,000
Training & Development	\$ 2,250
Conventions & Conferences	\$ 3,750
Membership Fees	\$ 2,200
Telephone	\$ 4,500
Mandated Communications	
Marketing/PR	\$ 3,000
Other General Recreation Expenses	\$ 1,500
Staff Identification	\$ 4,500
Public Information	\$ -
Insurance -Premium & Claims	\$ 15,000
<i>Total Admin & Facilities</i>	<i>\$ 288,312</i>
<hr/>	
Other Recreation & Cultural Services	
Town Crier Expenses	\$ 1,000
Hockey Heritage	\$ 2,000
<i>Total Grants and Reserves</i>	<i>\$ 3,000</i>
Total General Rate Expenses	\$ 291,312
<hr/>	
HMCC Area Rate Expenses	
HMCC Admin Fee	\$ 8,608
Splashpad	\$ 5,000
Grounds Maintenance	\$ 25,000
Equipment Usage	\$ 3,000
Dog Park Water	\$ 1,000
Pool Water	\$ 3,000
HMCC Misc Exp	\$ 40,474
Total HMCC Area Rate Expenses	\$ 86,082
Total Community Development Administration Expenses	\$ 377,394

**West Hants Regional Municipality
Swimming Pool
2020 - 2021 Detailed Budget**

General Rate REVENUE	Estimates 2020-2021
Facility Passes	\$ -
Daily Admissions	\$ -
Child Lesson Fees	\$ -
Rentals	\$ -
Grants	\$ -
Classes	\$ -
Other	\$ -
<i>Total General Rate Revenue</i>	<i>\$ -</i>
<hr/>	
EXPENSES Administration & Facilities	Estimates 2020-2021
Salary - Full Time	\$ -
Hourly - Part Time	\$ -
Vacation	\$ -
Sick Leave	\$ -
Employer Share EI	\$ -
Employer Share CPP	\$ -
Employer Share Pension	\$ -
Employer Share Blue Cross	\$ -
Employer Share WCB	\$ -
Personal Leave	\$ -
Mileage & Expenses	\$ -
Training & Development	\$ -
Telephone	\$ -
Building Maintenance	\$ 13,000
Program Supplies	\$ -
Pool Maintenance	\$ 1,500
Light & Power	\$ 10,500
Insurance -Premium & Claims	\$ 2,000
Water & Sewer	\$ 1,000
Capital out of Revenue	\$ 12,480
<i>Total Admin & Facilities</i>	<i>\$ 40,480</i>
<hr/>	
Total Swimming Pool	-\$ 40,480

**West Hants Regional Municipality
Recreation Programs
2020 - 2021 Detailed Budget**

General Rate REVENUE	Estimates 2020-2021
Federal Summer Student Grants	\$ -
Provincial Grants	\$ 48,000
St. Croix Field Rental Revenue	\$ -
KES Aquatics	\$ 10,000
Event Revenue	\$ -
General Programs	\$ -
Day Camp Registration	\$ -
Summer Day Trips	\$ -
<i>Total General Rate Revenue</i>	<i>\$ 58,000</i>

EXPENSES Programing Staff Wages FT & PT	Estimates 2020-2021
Salary - Full Time	\$ 96,255
Hourly - contract/term	\$ 27,000
Overtime	\$ 3,000
Vacation	\$ 8,289
Sick Leave	\$ -
Employer Share - EI	\$ 2,289
Employer Share - CPP	\$ 5,066
Employer Share - Pension	\$ 6,210
Employer Share - Blue Cross	\$ 5,059
Employer Share - WCB & EAP	\$ 2,194
Mileage	\$ 3,000
Training & Development	\$ 3,000
Conventions & Conferences	\$ 2,500
Telephone	\$ -
<i>Total Active Liv & Rec Staff</i>	<i>\$ 163,862</i>

Programs

Hourly - term/students (wages & vac)	\$	3,120
Overtime	\$	-
Employer Share - EI	\$	69
Employer Share - CPP	\$	20
Employer Share - WCB	\$	56
Mileage & Miscellaneous	\$	-
Project Supplies	\$	-
Activity Expenses	\$	-
Sports Supplies	\$	-
Valley Senior Games	\$	-
Active Transportation	\$	-
Recreation Programs	\$	35,000
<i>Total Summer Programs</i>		\$ 38,265

After School Programs

Hourly - term/students	\$	4,500
Vacation	\$	180
Employer Share - EI	\$	105
Employer Share - CPP	\$	62
Employer Share - WCB	\$	99
<i>Total After School Programs</i>		\$ 4,946
Total Programs Expenses		\$ 42,765

RECREATION GRANTS & 5% RESERVE EXPENDITURES

Type 1	\$	35,000
Type 2	\$	3,000
Leadership	\$	8,000
Special Events	\$	10,000
Program Grant	\$	4,000
Travel Assistance	\$	2,500
Other Youth Initiatives	\$	-
Pool Pass Grants (Non Cash)	\$	-
From 5% Fund	\$	-
Trails	\$	10,000
<i>Total Grants and Reserves</i>		\$ 72,500
Total Program & Grants Expenses		\$ 115,265

**West Hants Regional Municipality
Parks & Grounds
2020 - 2021 Detailed Budget**

EXPENSES	Estimates
Parks & Grounds Maintenance	2020-2021
Salary - Full Time	\$ 63,500
Hourly - full time, term/students	\$ 126,944
Overtime	\$ 4,500
Vacation	\$ 9,883
Sick Leave	\$ -
Employer Share - EI	\$ 2,398
Employer Share - CPP	\$ 5,796
Employer Share - Pension	\$ 3,810
Employer Share - Blue Cross & EAP	\$ 2,758
Employer Share - WCB	\$ 2,629
Mileage	\$ 1,700
Training & Development	\$ 3,310
Conventions & Conferences	\$ 750
Telephone	\$ -
<i>Total Parks & Ground Maintenance</i>	\$ 227,978
Recreation Sites	
Truck Maintenance	\$ 6,000
Truck Fuel	\$ 7,500
Truck Registration	\$ 100
Insurance	\$ 350
Software & Services	\$ 3,758
Capital Expenditures	\$ -
Rec Signs	\$ 10,000
Ste. Croix Rec. Site	\$ 5,000
Ste.Croix Rec. Site Maintenance	\$ 7,500
Irishmans Road Rec. Site	\$ 3,000
Irishmans Road Rec. Site Maintenance	\$ 1,000
Victoria Park Site Maintenance	\$ 5,500
Waterfront Park Site Maintenance	\$ 12,000
Trails	\$ 25,000
Newport Landing Waterfront Park	\$ 3,000
Hobarts, Quarry Pond & Cheverie Recreation Sites	\$ 4,500
Falmouth Mini Park	\$ 8,000
Halewood Drive Paving & Sewer Charge	\$ 550
Parks & Grounds Snow Removal	\$ 23,700
Eldridge Road Rec. Site Maintenance	\$ 6,500
Maintenance Equipment & supplies	\$ 21,000
Park Supplies (MscI Parks)	\$ 4,500
Tremain Cres Ballfield - Supp, Material, Other	\$ 1,000
Shamrock Field, Maintenance	\$ 2,500
Foundry Field Maintenance, Hantsport	\$ 15,000
Historic Site - Poor Farm Cemetery	\$ 2,000
Tree Expenses	\$ 1,000
<i>Total Recreation Sites</i>	\$ 179,958
Total Parks & Grounds Expenses	\$ 407,936

**West Hants Regional Municipality
Community Centre
2020 - 2021 Detailed Budget**

General Rate REVENUE	Estimates 2020-2021
Rentals	\$ 25,800
Other	\$ 2,500
<i>Total General Rate Revenue</i>	<i>\$ 28,300</i>

EXPENSES Administration & Facilities	Estimates 2020-2021
Salary - Full Time	\$ 48,127
Hourly - Part Time	\$ 27,000
Vacation	\$ 4,703
Sick Leave	\$ -
Employer Share EI	\$ 1,766
Employer Share CPP	\$ 3,897
Employer Share Pension	\$ 3,105
Employer Share Blue Cross	\$ 2,757
Employer Share WCB	\$ 1,692
Personal Leave	\$ -
Mileage & Expenses	\$ 250
Training & Development	\$ 250
Telephone	\$ 1,400
Building Maintenance	\$ 30,000
Operating Supplies & Services	\$ 5,000
Taxes	\$ 2,400
Bank Services Charges	\$ 800
Light & Power	\$ 13,000
Truck Maintenance	\$ 2,500
Truck Fuel	\$ 1,000
Truck Registration	\$ 100
Insurance	\$ 350
Heating	\$ 15,350
Insurance -Premium & Claims	\$ 13,000
Water & Sewer	\$ 2,800
<i>Total Admin & Facilities</i>	<i>\$ 181,247</i>
Total Community Centre	-\$ 152,947

**West Hants Regional Municipality
Windsor Arena / Sports Complex
2020 - 2021 Detailed Budget**

General Rate REVENUE	Estimates 2020-2021
Rentals - Schools & Leagues	\$ 185,396
Skating Admissions	\$ 1,100
Rentals - Sundry	\$ 26,300
Ice Resurfacers Advertising	\$ 1,500
Other	\$ 5,000
Field House	\$ 75,000
<i>Total General Rate Revenue</i>	<i>\$ 294,296</i>
<hr/>	
EXPENSES Administration & Facilities	Estimates 2020-2021
Salary - Full Time	\$ 84,242
Hourly - Seasonal	\$ 17,923
Hourly - Part Time	\$ 50,000
Overtime	\$ 4,000
Vacation	\$ 7,058
Sick Leave	
Employer Share EI	\$ 2,416
Employer Share CPP	\$ 5,183
Employer Share Pension	\$ 5,435
Employer Share Blue Cross	\$ 5,515
Employer Share WCB	\$ 2,316
Personal Leave	\$ -
Union Costs	\$ -
Mileage & Expenses	\$ 1,500
Training & Development	\$ 20,000
Telephone	\$ 1,500
Building Maintenance	\$ 3,000
Ice Cleaner Equipment & Maintenance	\$ 2,000
Grounds & Snow Removal	\$ 6,000
Office Supplies & Mscl.	\$ 8,000
End of Season Expenses	\$ 12,600
Plant Maintenance	\$ 3,000
Light & Power	\$ 80,000
Insurance -Premium & Claims & Legal/Audit	\$ 15,000
Water & Sewer	\$ 12,000
Bank Services Charges	\$ 800
Communications/Marketing	\$ 15,000
Sports Equipment	\$ 4,000
Staff Identification	\$ 2,000
Software & licensing	\$ 10,000
<i>Total Admin & Facilities</i>	<i>\$ 380,488</i>
<hr/>	
Total Sport Complex -	\$ 86,192

**West Hants Regional Municipality
Tourist Bureau
2020 - 2021 Detailed Budget**

General Rate REVENUE	Estimates 2020-2021
Federal Grants - Tourist Bureau	\$ -
Provincial Grants - Tourist Bureau	\$ -
Sales Revenue	\$ -
<i>Total General Rate Revenue</i>	\$ -
<hr/>	
EXPENSES Administration & Facilities	Estimates 2020-2021
Hourly - contract/term	\$ -
Overtime	\$ -
Employer Share - EI	\$ -
Employer Share - CPP	\$ -
Employer Share - Pension	\$ -
Employer Share - Blue Cross	\$ -
Employer Share - WCB & EAP	\$ -
Vacation	\$ -
Mileage	\$ -
Training & Development	\$ -
Conventions & Conferences	\$ -
Telephone	\$ -
Supplies	\$ -
Repairs & Maintenance	\$ -
Rent - Community Centre Space	\$ -
Honorariums - Tourist Bureau	\$ -
Other costs	\$ -
<i>Total Summer Programs</i>	\$ -
Total Tourist Bureau Expenses	\$ -

**West Hants Regional Municipality
Community Economic Development
2020 - 2021 Detailed Budget**

General Rate REVENUE	Estimates 2020-2021
CED Revenue	\$ 20,000
<i>Total General Rate Revenue</i>	<i>\$ 20,000</i>

Windsor Area Rate Area Rate Revenue	Estimates 2020-2021
WINDSOR BUSINESS ENCHANCEMENT SOCIETY	\$ 40,872
Downtown Development	\$ 18,000
<i>Total HMCC Area Rate Revenue</i>	<i>\$ 40,872</i>
Total Community Economic Development Revenue	\$ 78,872

EXPENSES Administration & Facilities	Estimates 2020-2021
Salary - Full Time	\$ 120,098
Vacation	\$ 9,040
Sick Leave	\$ -
Overtime	\$ 3,000
Employer Share EI	\$ 2,344
Employer Share CPP	\$ 5,431
Employer Share Pension	\$ 7,748
Employer Share Blue Cross	\$ 5,515
Employer Share WCB	\$ 2,412
Personal Leave	\$ -
Mileage & Expenses	\$ 2,500
Training & Development	\$ 3,000
Conference & Convention	\$ 2,500
Membership	\$ 575
Telephone	\$ 1,950
Community Development Programs	\$ 25,000
Community and Volunteer Recognition	\$ 7,500
Operating Supplies & Services	\$ 500
Marketing/PR	\$ 13,500
Festival Expenses	\$ 7,000
Apple Blossom	\$ -
Communities in Bloom/Tree Canopy	\$ 5,000
<i>Total Admin & Facilities</i>	<i>\$ 224,613</i>
Total Community Economic Development Expenses	\$ 224,613

Hantsport Area Rate HABA Area Rate Expenses	Estimates 2020-2021
HANTSPORT AREA DOWNTOWN DEVELOPMENT	\$ 5,000
<i>Total HMCC Area Rate Revenue</i>	<i>\$ 5,000</i>
Total Revenue	\$ 5,000

Windsor Area Rate Expenses WBES Area Rate Expenses	Estimates 2020-2021
WINDSOR BUSINESS ENCHANCEMENT SOCIETY	\$ 40,872
WBES Misc Exp	\$ 18,000
Total HMCC Area Rate Expenses	\$ 58,872
Total Community Economic Development Expenses	\$ 288,485

Cemetery Budget

**West Hants Regional Municipality
Riverbank Cemetery
2020-2021 Detailed Budget**

Area Rate REVENUE	Estimates 2020-2021
Income From Investments	\$ -
Area Rate Revenue	\$ 32,805
Sale Of Lots	\$ 1,200
Care Of Lots	\$ 1,800
Grants - West Hants	\$ -
Grants - Special	\$ -
Other	\$ -
Total Revenue	\$ 35,805

Area Rate EXPENSES	Estimates 2020/2021
<i>Salary & Benefits</i>	
Salary - Full Time	\$ 8,330
Salary - Part Time	\$ -
Hourly - Part Time	\$ 12,945
Overtime	\$ -
Vacation	\$ 1,145
Sick Leave	\$ -
Medical Appointment Leave	\$ -
Employer Share - Ei	\$ 626
Employer Share - Cpp	\$ 1,170
Employer Share - Pension	\$ 537
Employer Share - Blue Cross	\$ 551
Employer Share - Wcb	\$ 590
<i>Total Salary And Benefits</i>	<i>\$ 25,895</i>

<i>Operating Expenses</i>	
Training & Development	\$ 300
Caretaker - Honorarium	\$ -
Cemetery Grounds Maintenance	\$ 2,500
Equipment/Maintenance	\$ 1,000
Water	\$ 750
Insurance	\$ 60
General Projects	\$ 4,000
Tree Pruning/Planting	\$ 1,000
Other	\$ 300
<i>Total Operating Expenses</i>	<i>\$ 9,910</i>
Total Expenses	\$ 35,805

**West Hants Regional Municipality
Maplewood Cemetery
2020-2021 Detailed Budget**

Area Rate REVENUE	Estimates 2020-2021
Income From Investments	\$ 3,500
Area Rate Revenue	\$ 25,539
Sale Of Lots	\$ 3,890
Care Of Lots	\$ 200
Burial Fees	\$ 22,120
Grants - Special	\$ -
Other	\$ -
Total Revenue	\$ 55,249

Area Rate EXPENSES	Estimates 2020-2021
<i>Salary & Benefits</i>	
Salary - Full Time	\$ 33,320
Salary - Part Time	\$ -
Hourly - Part Time	\$ -
Overtime	\$ -
Vacation	\$ 2,508
Sick Leave	\$ -
Medical Appointment Leave	\$ -
Employer Share - Ei	\$ 792
Employer Share - Cpp	\$ 1,734
Employer Share - Pension	\$ 2,150
Employer Share - Blue Cross	\$ 2,206
Employer Share - Wcb	\$ 760
<i>Total Salary And Benefits</i>	<i>\$ 43,469</i>

<i>Operating Expenses</i>	
Training & Development	\$ 300
Caretaker - Honorarium	\$ -
Cemetery Grounds Maintenance	\$ 2,500
Equipment/Maintenance	\$ 4,000
Old Parish Burial - Mntce	\$ -
Water	\$ 500
Insurance	\$ 200
Lights & Power	\$ 800
General Projects	\$ 3,000
Telephone	\$ 480
Other	\$ -
<i>Total Operating Expenses</i>	<i>\$ 11,780</i>
Total Expenses	\$ 55,249

Appendix 17 – Roads & Streets

West Hants Regional Municipality Roads 2020-2021 Detailed Budget

General Rate REVENUE	Estimates 2020-2021
Street Betterment - Clover Lane	\$ 1,800
Business Improvement District - Windsor D.T.	\$ -
Total Revenue	\$ 1,800
EXPENSES	
Salaries	\$ 390,000
Overtime	\$ 11,000
Call of Duty Pay	\$ 6,500
Vacation	\$ 47,000
Sick Leave	\$ 24,700
EI	\$ 19,200
CPP	\$ 40,000
Pension	\$ 61,620
Blue Cross (+ EAP)	\$ 31,960
Worker's Comp	\$ 8,000
Personal Leave	\$ -
Union - Retirement Allowance	\$ 1,000
Mileage & Expenses	\$ 2,500
Training & Development	\$ 3,000
Conventions & Conferences	\$ -
Membership Fees	\$ 1,200
Telephone	\$ 9,500
Mandated Communications	\$ 1,000
Marketing/PR	\$ -
Public Information	\$ -
Legal	\$ 200
Insurance & Claims	\$ 21,670
Publications	\$ 500
Asset Management - Software Licence / Other	\$ 6,667
Maintenance	\$ 50,000
Fee to DOT	\$ 187,094
Engineering	\$ 7,500
Other	\$ 5,500
Equipment	\$ 15,000
Small tools & Equipment Maintenance	\$ 10,000
Equipment Fuel	\$ 5,100
Sewer Equipment (Trucks, Cleaner, Etc.)	\$ 7,100
Truck Maintenance	\$ 15,000
Truck Fuel	\$ 20,000
Vehicle Registration	\$ 4,000
Business Improvement District - D.T.	\$ -
PW Distribution	\$ -
Transfer to Roads	\$ -
Capital out of Revenue	\$ -
<i>Sub Total</i>	<i>\$ 1,013,511</i>
Admin. Fee 10%	\$ 101,351
Total General Expense	\$ 1,114,862

WEST HANTS AREA RATE EXPENSES	Estimates 2020-2021
Snow & Ice Control (Streets)	\$ 55,000
Street Maintenance	\$ 70,000
Snow Equipment Maintance	\$ 15,300
Roads - Materials	\$ 10,500
PW Costs	\$ 22,560
Street Betterment - Clover Lane	\$ 1,800
<i>Sub Total</i>	\$ 175,160
Admin fee 10%	\$ 17,516
<i>Total West Hants Expenses</i>	\$ 192,676

HANTSPORT AREA RATE EXPENSES	Estimates 2020-2021
Snow & Ice Control (Streets)	\$ 57,000
Street Maintenance	\$ 7,000
Maintenance Sidewalks	\$ 6,000
Sidewalk - Snow & Ice	\$ 18,000
PW Costs	\$ 18,800
Shed Fuel and Power	\$ 250
Insurance - Premiums and Claims	\$ 3,000
Street Lights	\$ 26,500
<i>Sub Total</i>	\$ 136,550
Admin fee 10%	\$ 13,655
<i>Total Hantsport Expenses</i>	\$ 150,205

WINDSOR AREA RATE EXPENSES	Estimates 2020-2021
Snow & Ice Control (Streets)	\$ 66,000
Street Maintenance	\$ 150,000
Maintenance Sidewalks	\$ 28,000
Sidewalk - Snow & Ice	\$ -
PW Costs	\$ 22,560
Shed Fuel and Power	\$ 500
Insurance - Premiums and Claims	\$ -
Street Signs	\$ 10,000
Parking Lot - Lease	\$ 6,300
Tree Removals & Planting	\$ 8,000
Street & Traffic Lights	\$ 55,000
<i>Sub Total</i>	\$ 346,360
Admin fee 10%	\$ 34,636
<i>Total Windsor Expenses</i>	\$ 380,996
Total Expenses	\$ 1,838,738

Appendix 18 – Waste Collection and Disposal

West Hants Regional Municipality Waste Collection & Disposal 2020-21 Detailed Budget

WEST HANTS AREA RATE EXPENSES	Estimates 2020-2021
Waste Collection	
Recycling & Refuse Collection - Waste Mgmt.	\$ 747,000
Recyclables Processing	\$ 83,000
Organics Tipping Fees	\$ 90,000
Tipping Fees	\$ 79,000
Bins in Public Works Compound	\$ 4,200
<i>Sub Total</i>	<i>\$ 1,003,200</i>
Administration	
Salary - Full Time	\$ 7,500
Hourly - Full Time	\$ -
Hourly - Part Time	\$ -
Overtime	\$ 2,000
Call Duty Pay	\$ 200
Vacation	\$ 300
Sick Leave	\$ -
Personal Leave	\$ -
EI	\$ 166
CPP	\$ 210
Pension	\$ 450
Blue Cross	\$ 1,000
Worker's Comp	\$ 159
Mileage & Expenses	\$ 500
Training & Development	\$ 1,000
Conventions & Conferences	\$ -
Membership Fees	\$ 100
Telephone	\$ 1,500
Mandated Communication	\$ 500
Marketing/PR	\$ -
Public Information	\$ -
Administration Fee	\$ 5,000
Legal	\$ -
Insurance - Premiums & Claims	\$ 200
PW Cost Allocation	\$ 5,887
Equipment	
Truck/Equipment Maintenance	\$ 800
Truck/Equipment Fuel	\$ 400
Truck/Equipment Registration	\$ 500
Other	\$ -
Bins in Public Works Compound	\$ 4,200
Public Works Waste Collection Materials	\$ 500
Recycling & Refuse Promotions	\$ 1,000
Illegal Site Cleanup	\$ 1,000
<i>Sub Total</i>	<i>\$ 35,072</i>
<i>Total General Expenses</i>	<i>\$ 1,038,272</i>

**WINDSOR AREA RATE
EXPENSES**

**Estimates
2020-2021**

Waste Collection

Recycling Collection/Processing	\$	110,000
Bins (green cart & Public Waste Stations)	\$	11,500
Compostable Organics Collection	\$	73,700
Organic Tipping Fees	\$	24,500
Organic Tipping Fees	\$	30,000
Garbage collection	\$	60,500
<i>Sub Total</i>		\$ 310,200

Administration

Salary - Full Time	\$	19,250
Hourly - Full Time	\$	28,000
Hourly - Part Time	\$	19,000
Overtime	\$	-
Call Duty Pay	\$	-
Vacation	\$	1,880
Sick Leave	\$	-
Personal Leave		
EI	\$	1,507
CPP	\$	3,209
Pension	\$	1,155
Blue Cross	\$	2,730
Worker's Comp	\$	1,444
Mileage & Expenses	\$	1,500
Training & Development	\$	1,000
Conventions & Conferences	\$	-
Membership Fees	\$	70
Telephone	\$	1,265
Manadted Communication	\$	30
Marketing/PR	\$	-
Public Information	\$	-
Administration Fee	\$	-
Legal	\$	-
PW Cost Allocation	\$	5,887
Insurance -Premiums & Claims	\$	-
Truck Maintenance	\$	5,210
Truck Fuel	\$	3,047
Truck Registration	\$	1,225
Other	\$	1,000
Recycling & Refuse Promotions	\$	-
Illegal Site Cleanup	\$	500
<i>Sub Total</i>		\$ 98,909

Total Windsor Expenses \$ 409,109

Total Expenses \$ 1,447,381

Appendix 19 – Landfill (Closed)

**West Hants Regional Municipality
Landfill
2020-2021 Detailed Budget**

REVENUE	Estimates 2020-2021
Trans fr Capital Reserve - LANDFILL	\$ 57,969
Total Revenue	\$ 57,969
EXPENSES	
Salary - Full Time	\$ 5,700
Hourly - Full Time	\$ -
Hourly - Part Time	\$ -
Overtime	\$ 1,000
Call Duty Pay	\$ 100
Vacation	\$ 1,350
Sick Leave	\$ 1,500
Personal Leave	\$ -
EI	\$ 126
CPP	\$ 116
Pension	\$ 342
Blue Cross	\$ 850
Worker's Comp	\$ 121
Mileage & Expenses	\$ 500
Training & Development	\$ -
Conventions & Conferences	\$ -
Membership Fees	\$ -
Telephone	\$ 595
Mandated Communication	\$ 200
Marketing/PR	\$ -
Public Information	\$ -
Legal	\$ -
Insurance & Claims	\$ 200
Equipment	\$ -
Truck Maintenance	\$ -
Truck Fuel	\$ -
Truck Registration	\$ -
Monitoring Program Sampling	\$ 35,000
Site Maintenance	\$ 5,000
<i>Sub Total</i>	<i>\$ 52,699</i>
Administration Fee	\$ 5,270
Total Expenses	\$ 57,969

Appendix 20 – Waste Diversion

**West Hants Regional Municipality
Waste Diversion
2020-2021 Detailed Budget**

REVENUE	Estimates 2020-2021
Region 6 Waste Station Fund	\$ 10,000
Region 6 Enforcement funding	\$ 20,474
Transfer of Diversion Credits	\$ 70,656
Total Revenue	\$ 101,130
<hr/>	
EXPENSES	
Coordinator Salary	\$ 51,750
Hourly - Full Time	
Hourly - Part Time	\$ -
Overtime	\$ -
Call Duty Pay	\$ -
Vacation	\$ 2,700
Sick Leave	\$ -
CPP	\$ 2,533
EIP	\$ 1,145
Pension	\$ 3,105
Blue Cross	\$ 1,000
WCB	\$ 1,097
Mileage/Expenses	\$ 2,500
Training & Development	\$ 700
Conventions/Conferences	
Membership Fees	\$ 200
Telephone	\$ 2,400
Mandated Communication	\$ 5,000
Marketing/PR	\$ -
PW Cost Allocation	\$ 500
Equipment	\$ 500
Truck Maintenance	\$ 800
Truck Fuel	\$ 400
Truck Registration	\$ 500
Public Information	\$ -
Administration Fee	\$ 5,000
Recycling Projects	\$ 1,000
Supplies	\$ 300
Other Organics Diversion Prog.	\$ 1,000
Curbside Enforcement Prog.	\$ 15,000
Waste Sorting Stations	\$ 2,000
Total Expenses	\$ 101,130

Appendix 21 – Municipal Facilities

**West Hants Regional Municipality
Municipal Facilities
2020-21 Detailed Budget**

100 King St. REVENUE	Estimates 2020-2021
Rentals - RCMP	\$ -
Rentals - Windsor Fire	\$ 63,160
Lease - Cell Tower	\$ 8,000
Lease - ScotianWEB	\$ 43,050
Rentals - West Hants Water Utility	\$ 19,500
Rentals - Windsor Water Utility	\$ 10,176
<i>Total General Rate Revenue</i>	<i>\$ 143,886</i>

EXPENSES Administration & Facilities	Estimates 2020-2021
Salary - Full Time	\$ 24,640
Hourly - Part Time	\$ 1,200
Vacation	\$ -
Sick Leave	\$ -
Employer Share EI	\$ 545
Employer Share CPP	\$ 1,300
Employer Share Pension	\$ 1,480
Employer Share Blue Cross	\$ 1,270
Employer Share WCB	\$ 450
Personal Leave	
Mileage & Expenses	\$ 271
Training & Development	\$ 263
Telephone	\$ 1,110
Building Maintenance	\$ 45,000
Operating Supplies & Services	\$ 2,500
Light & Power	\$ 36,000
Fuel	\$ 25,000
Insurance -Premium & Claims	\$ 2,200
Water & Sewer	\$ 7,600
Property Taxes	\$ 650
<i>Total Admin & Facilities</i>	<i>\$ 151,479</i>
Total Office Building Expenses	\$ 151,479

76 Morrison EXPENSES	Estimates 2020-2021
Administration & Facilities	
Full Time	\$ 26,793
Vacation	\$ 2,000
Sick Leave	\$ -
Employer Share EI	\$ 560
Employer Share CPP	\$ 1,330
Employer Share Pension	\$ 1,520
Employer Share Blue Cross	\$ 450
Employer Share WCB	\$ 475
Personal Leave	\$ -
Mileage & Expenses	\$ 271
Training & Development	\$ 263
Telephone	\$ 1,110
Building Maintenance	\$ 17,300
Operating Supplies & Services	\$ 5,000
Light & Power	\$ 34,300
Insurance -Premium & Claims	\$ 3,234
Water & Sewer	\$ 3,000
Property Taxes	\$ 1,481
<i>Total Admin & Facilities</i>	<i>\$ 99,087</i>
Total Office Building Expenses	\$ 99,087

**West Hants Regional Municipality
Windsor Library
2020-21 Detailed Budget**

General Rate REVENUE	Estimates 2020-2021
Rentals	\$ -
<i>Total General Rate Revenue</i>	<i>\$ -</i>

EXPENSES Administration & Facilities	Estimates 2020-2021
Hourly - Part Time	\$ 9,000
Vacation	\$ -
Sick Leave	\$ -
Employer Share EI	\$ 205
Employer Share CPP	\$ 205
Employer Share Pension	\$ -
Employer Share Blue Cross	\$ -
Employer Share WCB	\$ 165
Personal Leave	
Mileage & Expenses	\$ -
Training & Development	\$ -
Telephone	\$ 500
Building Maintenance	\$ 6,000
Operating Supplies & Services	\$ 700
Light & Power	\$ 9,000
Insurance -Premium & Claims	\$ 1,200
Water & Sewer	\$ 1,000
Regional Library Assessments	
<i>Total Admin & Facilities</i>	<i>\$ 27,975</i>

**West Hants Regional Municipality
Hantsport Library
2020-21 Detailed Budget**

EXPENSES Administration & Facilities	Estimates 2020-2021
Building Maintenance	\$ 8,500
Light & Power	
Insurance -Premium & Claims	
Water & Sewer	
<i>Total Admin & Facilities</i>	<i>\$ 8,500</i>
Total Library Expenses	\$ 36,475

**West Hants Regional Municipality
Courthouse
2020-2021 Detailed Budget**

REVENUE	Estimates 2020-2021
Fiscal Courthouse	\$ 52,422.00
Total Revenue	\$ 52,422.00
EXPENSES	
Salary	\$ 2.00
Overtime	\$ -
Vacation	\$ 2,000.00
Personal Leave	\$ -
Sick Leave	\$ -
EI	\$ 600.00
CPP	\$ 1,000.00
Pension	\$ 1,400.00
Blue Cross (+ EAP)	\$ 600.00
Worker's Comp	\$ 400.00
Mileage & Expenses	\$ 500.00
Training & Development	\$ 200.00
Conventions & Conferences	\$ -
Membership Fees	\$ -
Telephone	\$ 220.00
Advertising	\$ -
Admin. Fee	\$ 6,700.00
Insurance & Claims	\$ 2,400.00
Fuel	\$ 18,000.00
Power	\$ 4,500.00
Water/Sewer	\$ 2,500.00
Supplies Cleaning	\$ 3,500.00
Supplies Other	\$ 400.00
Repairs	\$ 3,500.00
Other Gen. Maint.	\$ 4,000.00
Total Operations	\$ 52,422.00
Capital Expenditures (50%)	\$ -
Total Expenses	\$ 52,422.00

Appendix 22 – Municipal Sewer Utilities

West Hants Regional Municipality West Hants Sewer 2020-2021 Detailed Budget

REVENUE	Estimates 2020-2021
Sewer Rates	\$ 1,078,390
Other Revenue	\$ -
Total Revenue	\$ 1,078,390

EXPENSES	Estimates 2020-2021
Administration	
Salaries	
Salary - Full Time	\$ 118,000
Hourly - Full Time	\$ 83,000
Hourly - Part Time	\$ 2,100
Overtime	\$ 18,000
Call Duty Pay	\$ 6,500
Vacation	\$ 13,000
Personal Leave	
Sick Leave	\$ 15,400
EI	\$ 3,800
CPP	\$ 7,800
Pension	\$ 10,500
Blue Cross	\$ 6,500
WCB	\$ 3,200
<i>Total of Salaries</i>	<i>\$ 287,800</i>
General Administration	
Mileage & Expenses	\$ 750
Training & Development	\$ 2,400
Conventions & Conferences	
Membership Fee's	
Telephone	\$ 3,500
Asset Management - Software Lic/Other	\$ 6,667
Mandated Communications	\$ 600
Marketing/PR	
Public Information	
Administration Fee	\$ 63,200
Insurance - Premiums & Claims	\$ 3,500
Depreciation	\$ 310,977
Equipment	
Truck/Equipment Maintenance	\$ 15,630
Truck/Equipment Fuel	\$ 9,140
Truck/Equipment Registration	\$ 3,675
PW Distribution (Compound Costs)	\$ 17,661
Other	\$ 5,000
Capital out of Revenue	
Industrial Park - Town of Windsor	\$ -
<i>Total of General Admin</i>	<i>\$ 442,700</i>
Total Administration	\$ 730,500

Sewage Collection Systems

Pipe Maintenance	\$	20,000
Operational Expenses	\$	3,500
ORDC Expense (TOW)		
Total Sewage Collection Systems	\$	23,500

Lift Stations

Insurance - Premiums & Claims	\$	6,100
Power	\$	28,000
Maintenance	\$	30,000
Stock Items	\$	-
Freight Charges	\$	-
Portable Generator	\$	1,000
Total Lift Stations	\$	65,100

Sewage Treatment & Disposal

Sewage Treatment Fee	\$	146,000
Power	\$	50,000
Operational Expenses	\$	30,000
Total Sewage Treatment & Disposal	\$	146,000

Long Term Debt Payments

MFC Principal Payment	\$	91,667
MFC Interest Payment	\$	26,290
Long Term Debt Payments	\$	117,957
Total Expenses	\$	1,083,057
Surplus/ (Deficit)	\$	(4,667)

**Windsor Sewer
2020-2021 Detailed Budget**

REVENUE	Estimates 2020-2021
Sewer Rates	\$ 926,320
Other Revenue	\$ 55,280
Total Revenue	\$ 981,600

EXPENSES	Estimates 2020-2021
Administration	
Salaries	
Salary - Full Time	\$ 172,000
Hourly - Full Time	\$ 35,500
Salary - Part Time	\$ -
Overtime	\$ -
Call Duty Pay	\$ 6,500
Vacation	\$ -
Personal Leave	\$ -
Sick Leave	\$ -
EI	\$ 2,100
CPP	\$ 5,000
Pension	\$ -
Blue Cross	\$ -
WCB	\$ 1,500
<i>Total of Salaries</i>	<i>\$ 222,600</i>
General Administration	
Mileage & Expenses	\$ 600
Training & Development	\$ 2,000
Conventions & Conferences	\$ -
Membership Fee's	\$ -
Telephone	\$ -
Asset Management - Software Lic/Other	\$ 6,667
Mandated Communications	\$ -
Marketing/PR	\$ 200
Public Information	\$ -
Administration Fee	\$ 46,760
Insurance - Premiums & Claims	\$ -
Depreciation	\$ 168,090
Equipment	\$ -
Truck/Equipment Maintenance	\$ 15,630
Truck/Equipment Fuel	\$ 9,140
Truck/Equipment Registration	\$ 3,675
PW Distribution (Compound Costs)	\$ 17,661
Other	\$ 500
Capital out of Revenue	\$ -
Industrial Park - Town of Windsor	\$ -
<i>Total of General Admin</i>	<i>\$ 270,923</i>
Total Administration	\$ 493,523

Sewage Collection Systems

Pipe Maintenance	\$	10,000
Operational Expenses	\$	8,000
Mntce Manhole Structure-sewer	\$	5,000
Outside contract work on sewers	\$	45,000
Total Sewage Collection Systems	\$	68,000

Lift Stations

Insurance - Premiums & Claims	\$	1,500
Power	\$	32,500
Maintenance	\$	30,000
Stock Items	\$	-
Freight Charges	\$	-
Water Charges	\$	2,500
Portable Generator	\$	800
Total Lift Stations	\$	67,300

Sewage Treatment & Disposal- Lagoon Drive

Insurance	\$	1,000
Chemical Supplies-STP Lagoon Dr.	\$	12,000
Power	\$	42,000
Maintenance	\$	18,000
Mntce of Compressors-STP Lagoon Dr.	\$	6,500
Mntce of Chlorinator-STP Lagoon Dr.	\$	3,000
Water/Sewer charges-STP Lagoon Dr.	\$	500
Operational Expenses	\$	10,000
<i>Total ST&D Lagoon Dr</i>	<i>\$</i>	<i>93,000</i>

Sewage Treatment & Disposal- Wentworth Road

Insurance	\$	2,650
Power	\$	11,000
Maintenance	\$	40,000
Maintenance of Screens-STP Wentworth RD	\$	12,000
Mntce of Blowers	\$	6,500
Water/Sewer charges-STP Lagoon Dr.	\$	10,000
Operational Expenses	\$	6,000
<i>Total ST&D Wentworth Rd</i>	<i>\$</i>	<i>88,150</i>
Total Sewage Treatment & Disposal	\$	181,150

Long Term Debt Payments

MFC Principal Payment	\$	210,950
MFC Interest Payment	\$	113,850
Long Term Debt Payments	\$	324,800
Total Expenses	\$	1,134,773
Surplus/(Deficit)	\$	(153,173)

Appendix 23 – Municipal Water Utilities

West Hants Regional Municipality West Hants Water Utility 2020-2021 Detailed Budget

REVENUE	Estimates 2020-2021
METERED SALES	
Residential	\$ 1,300,000
<i>Total Metered Sales</i>	\$ 1,300,000
FLAT RATE SALES	
Residential	\$ 290,000
Commercial (Bulk Sales)	
<i>Total Flat Rate Sales</i>	\$ 290,000
FIRE PROTECTION	
Public	\$ 604,438
Private	\$ 1,400
<i>Total Fire Protection Sales</i>	\$ 605,838
SPRINKLER SERVICE	
Services	\$ 1,000
<i>Total Sprinkler Service</i>	\$ 1,000
OTHER OPERATING REVENUE	
Other	
Special Services	\$ 13,500
Interest Earned Overdue Acc.	\$ 4,000
<i>Total Other Operating Revenue</i>	\$ 17,500
TOTAL OPERATING REVENUE	\$ 2,214,338
EXPENSES	
SOURCE OF SUPPLY	
<i>ENGINEERING</i>	
Engineering	\$ 2,500
<i>Total of Engineering</i>	\$ 2,500
<i>OPERATION LABOUR</i>	
Operational Labour	\$ 37,000
<i>Total Operational Labour</i>	\$ 37,000
<i>OPERATIONAL SUPPLIES AND EXPENSES</i>	
Operational Supplies and Exp.	\$ 500
<i>Total of Operational Expenses</i>	\$ 500
<i>MAINTENANCE OF PLANT</i>	
Impounding Reservoirs	\$ 3,000
Watershed	\$ 3,000
Intakes	\$ 1,500
Other	\$ 1,500
<i>Total Maintenance of Plant</i>	\$ 9,000
<i>WATER PURCHASED</i>	
Water Purchased - TMP	\$ 413,720
<i>Total Other Expenses</i>	\$ 413,720
<i>OTHER SOURCE OF SUPPLY EXPENSES</i>	
Other Expenses	
Water Rights	\$ 500
<i>Total Other Expenses</i>	\$ 500
TOTAL SOURCE OF SUPPLY	\$ 463,220

POWER AND PUMPING*ENGINEERING*

Engineering	\$	2,500
<i>Total of Engineering</i>		\$ 2,500

OPERATION LABOUR

Operational Labour	\$	37,000
<i>Total Operational Labour</i>		\$ 37,000

FUEL

Fuel (Generator)	\$	550
<i>Total Fuel Purchased</i>		\$ 550

POWER PURCHASED

Power	\$	6,000
<i>Total Power Purchased</i>		\$ 6,000

MAINTENANCE OF PUMPING PLANT

Structures and Improvements	\$	1,600
Pumping Equipment	\$	3,000
<i>Total of Maintenance of Plant</i>		\$ 4,600

OTHER PUMPING EXPENSES

Other Expenses	\$	1,000
<i>Total Other Expenses</i>		\$ 1,000

TOTAL POWER AND PUMPING \$ 51,650**WATER TREATMENT***ENGINEERING*

Engineering	\$	15,000
<i>Total of Engineering</i>		\$ 15,000

OPERATION LABOUR

Operational Labour	\$	105,000
<i>Total Operational Labour</i>		\$ 105,000

POWER PURCHASED

238 Eldridge Rd	\$	67,000
<i>Total Power Purchased</i>		\$ 67,000

OPERATIONAL SUPPLIES AND EXPENSES

Chemicals and Other	\$	62,000
Telephone	\$	3,000
Alarm	\$	1,000
<i>Total Operational Expenses</i>		\$ 66,000

MAINTENANCE OF TREATMENT PLANT

Structures and Improvements	\$	5,500
Treatment Equipment	\$	45,000
<i>Total of Maintenance of Plant</i>		\$ 50,500

OTHER WATER TREATMENT EXPENSES

Other Expenses	\$	11,400
<i>Total Other Expenses</i>		\$ 11,400

TOTAL WATER TREATMENT \$ 299,900

TRANSMISSION AND DISTRIBUTION*ENGINEERING*

Engineering and Asset Management	\$	18,667
<i>Total of Engineering</i>	\$	18,667

MAPS AND RECORDS

Maps		
<i>Total of Maps and Records</i>	\$	-

OPERATION LABOUR

Supervision	\$	210,000
Operational Labour (Mains)	\$	95,000
Operational Labour (Meters)	\$	95,000
<i>Total Operational Labour</i>	\$	400,000

MAINTENANCE OF TRANSMISSION AND DISTRIBUTION

Reservoirs and Standpipes	\$	17,000
Structures and Improvements	\$	3,000
Mains	\$	25,000
Other Distribution Plants (Leak Detection)	\$	15,000
Services	\$	34,000
Meters	\$	6,000
Hydrants	\$	10,000
PW Cost Contribution	\$	20,000
<i>Total Maintenance of Dist.</i>	\$	130,000

<i>RENTS (DMA RADIO)</i>	\$	1,700
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<i>STORE EXPENSES</i>	\$	-
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TRANSPORTATION EXPENSES

Freight Expenses	\$	3,500
Truck Maintenance	\$	15,630
Truck Fuel	\$	9,140
Truck Registration	\$	3,675
<i>Total Transportation Expenses</i>	\$	31,945

<i>SHOP EXPENSES</i>	\$	3,500
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OTHER TRANSMISSION AND DIST. EXP.

Other	\$	200
Lab Analysis	\$	26,000
Monitoring Services	\$	8,500
Power	\$	14,500
<i>Total of Other Expenses</i>	\$	49,200

TOTAL TRANSMISSION & DISTRIBUTION	\$	635,012
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ADMINISTRATION

CONSUMER ACCOUNTING AND COLLECTION

Meter Reading	\$	500
Billing and Accounting		
Collection		
Uncollected Accounts		
Other		
<i>Total Customer Accounting & Collection</i>		\$ 500

GENERAL OFFICE EXPENSES

Mileage & Expenses	\$	2,500
Training & Development	\$	2,000
Conventions & Conferences	\$	893
Membership Fee's	\$	210
Telephone	\$	5,500
Advertising	\$	1,000
Administration Fee	\$	112,000
General Office Expenses	\$	4,400
<i>Total of General Office Expenses</i>		\$ 128,503

PROFESSIONAL FEE'S

Legal	\$	5,000
Auditor	\$	12,000
Special Services (ORDC)		
<i>Total of Professional Fee's</i>		\$ 17,000

REGULATORY EXPENSES

UARB	\$	1,000
<i>Total of Regulatory Expenses</i>		\$ 1,000

INSURANCE

	\$	9,200
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MAINTENANCE OF GENERAL PROPERTY

General Property	\$	3,000
<i>Total of General Property</i>		\$ 3,000

OTHER EXPENSES

	\$	6,000
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DEPRECIATION

	\$	430,709
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TAXES

	\$	39,372
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TOTAL ADMINISTRATION EXPENSE	\$	635,284
TOTAL OPERATING EXPENSES	\$	2,100,065

NON OPERATING REVENUE

Bank Interest	\$	3,500
Appropriations from other funds	\$	-
Transfer from Depreciation	\$	-
Other non-operating revenue	\$	-
TOTAL NON OPERATING REVENUE	\$	3,500

NON OPERATING EXPENSES

REDEMPTION OF LONG TERM DEBT		
Principal	\$	60,133
Sinking Fund		
<i>Total of Redemption of Long</i>	\$	60,133
LONG TERM DEBT (INTEREST)		
	\$	46,322
OTHER INTEREST		
Bank Charges		
Short term Borrowing		
Interfund Borrowing	\$	500
<i>Total of Other Interest</i>	\$	500
CAPITAL EXPENDITURES OUT OF REVENUE		
	\$	25,000
OTHER NON OPERATING EXPENSES		
Transfer to Sludge Handling Reserve	\$	10,000
<i>Total of Other</i>	\$	10,000
TOTAL NON OPERATING EXPENSES	\$	141,955
Total Surplus/(Deficit)	\$	(24,182)

**West Hants Regional Municipality
Windsor Water Utility
2020-2021 Detailed Budget**

REVENUE	Estimates 2020-2021	
Residential Metered	\$	600,000
Commercial / Institutional	\$	390,000
Industrial Meters	\$	40,000
Fire Protection -Town of Windsor	\$	319,200
Fire Protection - West Hants	\$	155,100
Fire Protection- Private Hydrants	\$	3,800
Sprinkler Service	\$	5,650
Three Mile Plains Water Utility	\$	180,000
Wentworth Water Utility	\$	4,200
Dill Road Utility	\$	50,000
West Hants- Underwood Meter	\$	80,000
West Hants Service Charge	\$	99,520
Interest On Customer Accounts	\$	6,500
Other operating revenue	\$	3,800
TOTAL OPERATING REVENUE	\$	1,937,770

EXPENSES	Estimates 2020-2021	
SOURCE OF SUPPLY		
Wages - Maintenance of Reservoir-SrcSply	\$	6,000
Wages - Maintenance of Intakes-SrcSply	\$	2,200
Employee Benefits-SrcSply	\$	1,450
Engineering Services-SrcSply	\$	25,000
Maintenance of Road to Watershed-SrcSply	\$	12,000
Other Supplies & Expenses-SrcSply	\$	1,500
Water Withdrawal Fees-SrcSply	\$	1,500
TOTAL SOURCE OF SUPPLY	\$	49,650

WATER TREATMENT

Salary-Water Plant Operators	\$	140,000
Wages-Water Plant Bldg	\$	8,500
Employee Benefits-WTP	\$	25,000
Telephone Services-WTP	\$	2,500
Photocopier Expenses-WTP	\$	1,200
Office Supplies-WTP	\$	200
Computer Expenses-WTP	\$	4,500
Engineering Services-WTP	\$	10,000
Training,Travel - Plant Operators WTP	\$	5,500
Supplies - Chlorine WTP	\$	20,000
Supplies -Phosphate WTP	\$	22,000
Supplies - Lime WTP	\$	12,000
Supplies - Alum WTP	\$	28,000
Supplies - Polymer	\$	10,000
Supplies - Soda Ash WTP	\$	14,500
Freight - Treat Supplies WTP	\$	200
Other Supplies & Expenses WTP	\$	2,000
Maintenance of Roadway to Plant-WTP	\$	5,000
Bldg. Maintenance Costs-WTP	\$	20,000
Maintenance of Generator-WTP	\$	2,500
Light & Power-WTP	\$	51,500
Fuel - Bldgs/Generator-WTP	\$	23,000
Waste Water Lagoon Maintenance-WTP	\$	5,000
Process Equipment-WTP	\$	35,000
Lab Supplies-WTP	\$	4,500
Outside Testing-WTP	\$	10,000
All Terrain Vehicle Expenses-WTP	\$	750
TOTAL WATER TREATMENT	\$	463,350

TRANSMISSION AND DISTRIBUTION

Salary-Directors Trans/Dist	\$	41,500
Salary-Supervisors Trans/Dist	\$	37,000
Salary-Technician Trans/Dist	\$	55,000
Wages - Sick & Lost Time Trans/Dist	\$	2,600
Wages - Vacations & Holidays Trans/Dist	\$	5,800
Wages - retro & misc. Trans/Dist	\$	520
Wages - Standpipe Ind. Park Trans/Dist	\$	520
Wages - Transmission Mains	\$	14,500
Wages - Distribution Mains	\$	32,000
Wages - Service Lines Trans/Dist	\$	21,900
Wages - Hydrants Trans/Dist	\$	12,000
Employee Benefits - Dir. of Works Trans/Dist	\$	6,320
Employee Benefits - Supervisor &Tech Trans/Dist	\$	14,110
Employee Benefits-Wages Trans/Dist	\$	14,000
Engineering Services-Trans/Dist	\$	10,000
Training,Travel - Trans/Dist	\$	4,000
Maintenance Standpipe Ind. Park-Trans/Dist	\$	500
Small Tools & Equipment--Trans/Dist	\$	5,000
Safety Equipment & Clothing--Trans/Dist	\$	1,500
Maintenance Transmission Mains	\$	16,000
Maintenance Distribution Mains	\$	85,000
Maintenance of Services--Trans/Dist	\$	15,000
Maintenance of Meters--Trans/Dist	\$	3,000
Maintenance of Hydrants--Trans/Dist	\$	8,500
Power for Isolation Valve Chamber-Trans/Dist	\$	1,200
Other Trans & Dist	\$	2,000
Vehicle Use From P/W Dept	\$	84,880
TOTAL TRANSMISSION & DISTRIBUTION	\$	494,350

ADMINISTRATION

Advertising-WTR Admn/gen	\$	1,200
Legal-WTR Admn/gen	\$	5,000
Auditors-WTR Admn/gen	\$	11,100
Computer / Data Processing-WTR Admn/gen	\$	12,040
Insurance Liability -WTR Admn/gen	\$	4,280
Insurance Fire & Boiler -WTR Admn/gen	\$	3,100
Meter Reading Costs-WTR Admn/gen	\$	3,600
Uncollectible Accounts-WTR Admn/gen	\$	2,000
Special Services-WTR Admn/gen	\$	16,000
Training, Travel, Dues & Conferences	\$	6,000
Asset Management - Software Lic/Other	\$	6,667
PW Contribution	\$	56,399
Rental	\$	10,176
Administration Fee	\$	23,390
TOTAL ADMINISTRATION EXPENSE	\$	160,952

DEPRECIATION	\$	247,244
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TAXES

Taxes By Municipal Units-WTR	\$	29,478
Taxes Levied By URB-WTR	\$	2,132
TOTAL TAXES EXPENSE	\$	31,610

TOTAL OPERATING EXPENSES	\$	1,447,156
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Operating Profit (Loss)	\$	490,614
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NON OPERATING REVENUE

Interest-WTR	\$	6,498
Other Non-Operating revenue	\$	1,200
TOTAL NON OPERATING REVENUE	\$	7,698

NON OPERATING EXPENSES

Other Interest & Bank Service Charges-WTR	\$	25
Interest Paid on Consumer Deposits-WTR	\$	100
Principal on Long Term Debt-WTR	\$	182,520
Interest on Long Term Debt-WTR	\$	61,650
CAPITAL EXPENDITURES OUT OF REVENUE	\$	4,000
TOTAL NON OPERATING EXPENSES	\$	248,295
Total Surplus/(Deficit)	\$	250,017

2020-2021 Municipal Fire Services

	WFD Estimates 2020-2021	SWHFD Estimates 2020-2021	WALTON Estimates 2020-2021	SFD Estimates 2020-2021	BFD 1 Estimates 2020-2021	BFD 2 Estimates 2020-2021	HFD Estimates 2020-2021	Protective Services Estimates 2020-2021	Totals 2020-2021
REVENUE									
Total Revenue	\$ 299,744	\$ 87,600	\$ 96,850	\$ 204,970	\$ 386,093	\$ 151,675	\$ 287,735	\$ 893,644	\$ 2,408,311
EXPENSES									
Firefighting Operations									
Apparatus	\$ 38,807	\$ 10,300	\$ 9,200	\$ 23,971	\$ 54,750	\$ 37,675	\$ 33,500	\$ -	\$ 208,203
Equipment	\$ 70,616	\$ 12,750	\$ 28,650	\$ 42,600	\$ 65,043	\$ 45,000	\$ 36,400	\$ 7,700	\$ 308,759
Communication	\$ 10,650	\$ 500	\$ 9,600	\$ 9,600	\$ 18,000	\$ 8,100	\$ 11,500	\$ 44,200	\$ 112,150
Total Firefighting Operations	\$ 120,073	\$ 23,550	\$ 47,450	\$ 76,171	\$ 137,793	\$ 90,775	\$ 81,400	\$ 51,900	\$ 629,112
Total Fire Service Operations									
Training	\$ 16,500	\$ 2,050	\$ 18,000	\$ 11,600	\$ 13,500	\$ 6,250	\$ 4,800	\$ -	\$ 72,700
Fire Station	\$ 96,200	\$ 39,125	\$ 40,457	\$ 71,717	\$ 107,000	\$ 27,100	\$ 45,700	\$ -	\$ 427,299
Administration	\$ 66,971	\$ 22,875	\$ 23,638	\$ 45,482	\$ 85,800	\$ 27,550	\$ 53,300	\$ 45,702	\$ 371,318
Long Term Debt Payments	\$ -	\$ -	\$ 5,732	\$ -	\$ 42,000	\$ -	\$ 102,535	\$ 771,042	\$ 921,309
Total Fire Service Operations	\$ 299,744	\$ 87,600	\$ 135,277	\$ 204,970	\$ 386,093	\$ 151,675	\$ 287,735	\$ 868,644	\$ 2,421,738
CAPITAL & RESERVE EXPENSES									
Capital & Reserve Expenditures	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 35,000
Total Fire Expenses	\$ 299,744	\$ 87,600	\$ 145,277	\$ 204,970	\$ 386,093	\$ 151,675	\$ 287,735	\$ 893,644	\$ 2,350,311
Surplus/Deficit	\$ -	\$ -	-\$ 48,427	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 58,000

2019-20 Budget Total	\$ 311,950	\$ 101,765	\$ 42,165	\$ 229,950	\$ 372,396	\$ 135,990	\$ 479,804	791,303.00	\$ 2,465,323
Variance for last budget to budget	\$ 12,206	\$ 14,165	\$ 3,315	\$ 24,980	-\$ 13,697	-\$ 15,685	\$ 192,069	-\$ 102,341	\$ 115,012

Decrease -4.7%

# of Members	55	20		33	55	25	50		238
# of Calls	147	21		97	275	159	223		922



West Hants Regional Municipality
2020-2021 Capital Budgets

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CAPITAL BUDGETS

Capital budgets provide the Municipality an opportunity to assess and plan for necessary capital assets. With the exception of the Water Utility, the Municipality recognizes any asset that is over \$2,500 in value as a capital asset. There are no financial restrictions to record an item as an asset for the Water Utilities.

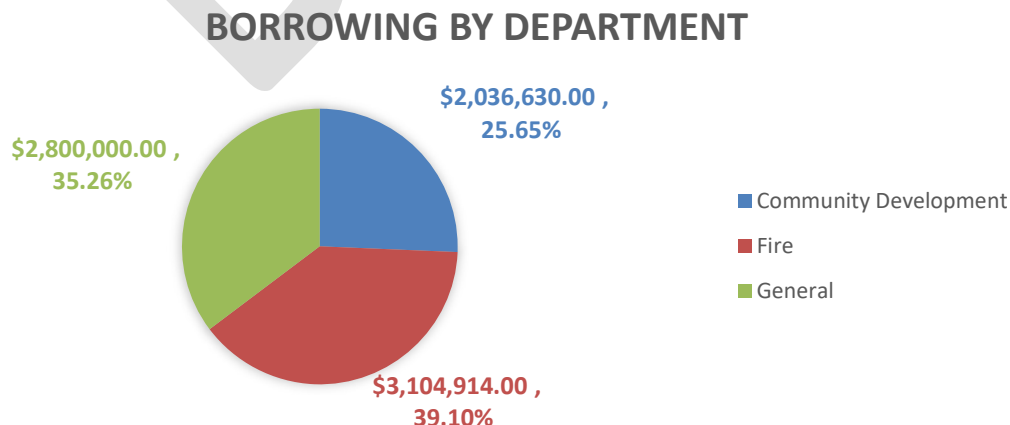
There are numerous ways the Municipality funds replacement or upgrade of these assets, which includes:

- Gas Tax – Federal money that has conditions on what it can be spent on.
- Reserves – Money that the Municipality has set aside for a general or specific purpose.
- Depreciation Reserve – Similar to a reserve but is related to capital assets and their depreciated value.
- General Operations (Capital out of Revenue) – Money that is generated through the operating budget and spent on capital assets.
- User – Capital asset costs that are directly paid for by the user.
- Debt – Money that is borrowed from a lending source. The Municipality typically aims to borrow from the Municipal Finance Corporation (MFC) to get lower interest rates.
- Transition funding – Money that has been specifically earmarked for identified capital projects related to the Hantsport dissolution.
- Consolidation funding – Money that has been specifically earmarked for capital projects related to the legislative bill 55.

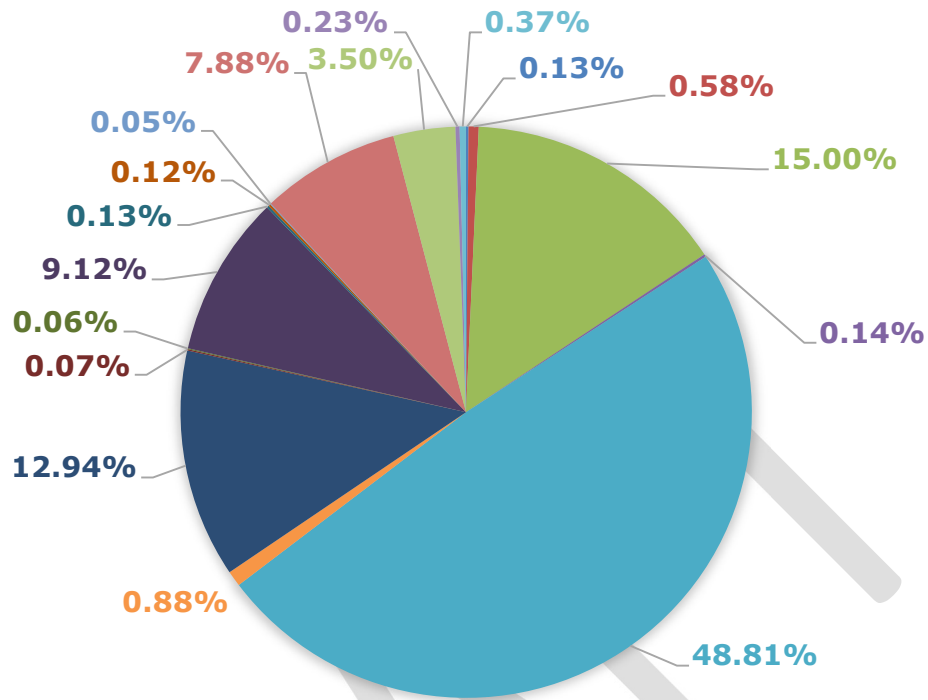
2020-21 Projects

There are a number of capital projects identified for 2020-21 totaling a projected \$21.6 million. The total amount of borrowing proposed in this capital budget is \$7.9 million, which represents 36.7% of the total 2020-21 Capital Budget. Actual borrowing may differ, as staff continue to identify potential funding opportunities to reduce this amount.

Below provides breakdown of the proposed borrowing by department.



Below provides a breakdown of the proposed 2020-21 capital projects by funding source.



PERCENTAGE BY FUNDING SOURCES

- 5% Reserve
- Building Reserve
- Capital Reserve
- Capital Reserve/Gas Tax
- Capital Reserve/Loan
- Consolidation
- Consolidation/Loan
- Equipment Reserve
- Fire Equip Reserve
- Gas Tax
- General Operations
- General Ops/Capital Reserve
- Operating Reserve
- RBC/MFC
- Transition
- Transportation Reserve
- Users

Below provides a detailed breakdown of the proposed capital projects, their cost, and funding source.

General

WEST HANTS REGIONAL MUNICIPALITY 2020-21 YEAR CAPITAL BUDGET PLAN PROJECT SUMMARY INFORMATION

GENERAL/RECREATION/COURTHOUSE	Capital Spend	Funding Source
P&G Truck	\$ 12,616	Capital Reserve
The Landing	\$ 112,000	Gas Tax
Sports Complex, FF&E	\$ 450,000	Gas Tax
Sport Complex	\$ 9,059,104	Capital Reserve/Loan
Meadow Pond Recreation Lands	\$ 30,500	Capital Reserve/Gas Tax
St. Croix Recreation Site Upgrades	\$ 18,000	5% Reserve
Playboxes	\$ 10,000	5% Reserve
Riverview Trail	\$ 10,000	Gas Tax
Irishmans Road Recreation Site	\$ 24,000	Gas Tax
Old Parish Cemetery	\$ 65,000	Capital Reserve
Eldridge Road Recreation Site	\$ 10,000	Gas Tax
Victoria Park	\$ 6,000	Gas Tax
Hants Aquatic Centre	\$ 40,000	Capital Reserve
Windsor Waterfront Coach House Upgrades	\$ 25,000	General Ops/Capital Reserve
New Region Branding	\$ 60,000	Consolidation
Building Inspection Vehicles	\$ 7,000	Capital Reserve
By Law Truck	\$ 2,437	Capital Reserve
NVR Server Upgrades	\$ 11,500	Operating Reserve
Public Wifi Upgrades - Hantsports	\$ 19,033	Transition
TOTAL	\$ 9,972,190	

Fire Service

FIRE SERVICES	Capital Spend	Funding Source
Pumper #4 Repairs - BFD	\$ 20,000	RBC/MFC
Rescue Air Bags - BFD	\$ 12,957	RBC/MFC
Command Scene Light - HFD	\$ 35,000	RBC/MFC
New Fire Station - HFD	\$ 200,000	RBC/MFC
Building Generator - BFD2	\$ 30,000	RBC/MFC
Pumper / Tank 1 - BFD 2	\$ 930,000	RBC/MFC
Rescue - SWHFD	\$ 259,000	RBC/MFC
Exhaust system - SWHFD	\$ 30,000	RBC/MFC
Rescue/Command vehicle - SFD	\$ 175,000	RBC/MFC
Maxi Force Airbage Set - HFD	\$ 12,957	RBC/MFC
Maxi Force Airbage Set - WFD	\$ 12,957	Fire Equip Reserve
Aerial (Quint) - WFD	\$ 1,400,000	Capital Reserve/Loan
TOTAL	\$ 3,117,871	

Sewer System

SEWER SYSTEM	Capital Spend	Funding Source
West Hants Sewer		
New Spare Aerator & Process Equipment - Falmouth STP	\$ 30,000	Gas Tax
Inflow Study/Repairs	\$ 25,000	Capital Reserve
L/S Submersible Pump	\$ 60,000	Gas Tax
L/S Panel/SCADA	\$ 90,000	Gas Tax
L/S Chambers/Piping	\$ 100,000	Gas Tax
L/S Access Doors	\$ 5,000	Gas Tax
New Service Laterals	\$ 20,000	Users
New Portable Gen-set	\$ 75,000	Capital Reserve
Forcemain Renewal - Exit 7 Twinning	\$ 40,000	Gas Tax
Subtotal West Hants Sewer	\$ 445,000	
Windsor Sewer		
Inflow Study/Repairs	\$ 30,000	Capital Reserve
L/S Submersible Pump	\$ 25,000	Gas Tax
L/S Panel/SCADA Upgrades	\$ 90,000	Gas Tax
L/S Chambers/Piping	\$ 20,000	Gas Tax
L/S Access Doors	\$ 5,000	Gas Tax
L/S #1 - New Rotating Assembly	\$ 7,500	Gas Tax
New Salnes Filter Cartridge	\$ 110,000	Gas Tax
STP UV Bank Hoist Upgrades	\$ 15,000	Gas Tax
New Portable Gen-set	\$ 75,000	Capital Reserve
Subtotal Windsor Sewer	\$ 377,500	
TOTAL SEWER SYSTEM	\$ 822,500	

Water System

WATER SYSTEM	Capital Spend	Funding Source
West Hants Water		
Falmouth Watershed Roads	\$ 10,000	General Operations
New Fire Hydrants	\$ 15,000	General Operations
New Water Meters	\$ 30,000	Users
New Customer Laterals	\$ 20,000	Users
Falmouth FWTP Watershed Dam	\$ 200,000	Capital Reserve
Interconnect Windsor - Filter Reduncy - Water Storage Tanks	\$ 40,000	Capital Reserve
TMP Booster Station Upgrade	\$ 500,000	Gas Tax
Bulk Water Haul Station	\$ 60,000	Capital Reserve
Hantsport Distribution Pump	\$ 10,000	Capital Reserve
Falmouth FWTP Chemical Pumps	\$ 5,000	Capital Reserve
New Polymer System - Falmouth WTP	\$ 25,000	Capital Reserve
New Turbidity Meters	\$ 10,000	Capital Reserve
Falmouth FWTP Plant Upgrades	\$ 45,000	Capital Reserve
Leak Detection	\$ 20,000	Capital Reserve
Main/Service Repairs	\$ 175,000	Capital Reserve
Hantsport PRV Chamber Rehab	\$ 10,000	Capital Reserve
TMP Replace Main Valves	\$ 15,000	Capital Reserve
Hantsport WTP - Filter Cartridge Replacement	\$ 20,000	Capital Reserve
Hantsport HWTP Chemical Pumps	\$ 16,000	Capital Reserve
Falmouth FWTP - Day/Mix Tanks	\$ 25,000	Capital Reserve
Falmouth Watermain Relocation - HWY. 101 Exit 7	\$ 40,000	Capital Reserve
Falmouth FWTP Geotubes	\$ 30,000	Capital Reserve
Subtotal West Hants Water	\$ 1,321,000	
Windsor Water		
Water Main Relocation - Hwy. 101 Crossings	\$ 221,900	Capital Reserve
Victoria Street (Jail Hill) Renewal - Water main	\$ 60,000	Capital Reserve
Sluice Gate-Water Control Structure & Dam upgrades / Road Construction	\$ 102,599	Capital Reserve
All Terrain Vehicle (ATV) Replacement	\$ 4,000	General Operations
Meter Replacement	\$ 10,800	Users
Watershed Bridge Replacement	\$ 15,000	Capital Reserve
Subtotal Windsor Water	\$ 414,299	
TOTAL WATER SYSTEM	\$ 1,735,299	

Public Works & Transition

PUBLIC WORKS & HANTSPORT TRANSITION	Capital Spend	Funding Source
WH Roads Rehabilitation	\$ 50,000	Transportation Reserve
Hantsport Sidewalks Rehabilitation	\$ 70,000	Gas Tax
Main Street, Prince Street Hantsport Infrastructure Rehabilitation	\$ 716,369	Transition
NSTIR J-Class Roads Rehabilitation	\$ 50,000	Capital Reserve
Windsor Roads Rehabilitations	\$ 1,585,527	Capital Reserve
Windsor Sidewalks Rehabilitation	\$ 93,126	Gas Tax
Centennial Drive Culvert Replacement	\$ 100,000	Gas Tax
Hantsport Signage	\$ 2,500	Transition
Flail Mower Attachment	\$ 15,000	Equipment Reserve
Truck Replacement	\$ 45,000	Capital Reserve
Municipal Complex Reno	\$ 2,800,000	Consolidation/Loan
Hantsport PW Garage Upgrades	\$ 10,000	Transition
Hantsport PW Storage Shed	\$ 10,000	Transition
Fuel Pump Replacement at Winsdor PW Compound	\$ 125,000	Building Reserve
Replace 2002 Ford f-450	\$ 132,000	Capital Reserve
Replace 10 Dodge 1500 (WW 24-10 old 33)	\$ 57,600	Capital Reserve
Asset Management Software - OMS	\$ 130,000	Consolidation
TOTAL	\$ 5,992,122	
<hr/>		
TOTAL 2020/21 COST	\$ 21,639,982	

Previously Approved Projects

These are projects that are primarily funded through general operations and have been approved in a previous fiscal year. The financing costs associated with these capital purchases are shown in the Operating Budget.

WEST HANTS REGIONAL MUNICIPALITY PREVIOUSLY APPROVED CAPITAL OUT OF REVENUE SUMMARY 2019-20

ITEM	COST	GENERAL OPERATIONS	PAID TO DATE	BALANCE REMAINING
Building Inspection Truck	\$ 32,506	\$ 7,000	\$ 21,000	\$ 4,506
By-Law Truck	\$ 34,437	\$ 2,437	\$ 32,000	\$ -
Sidewalk Plow (2019)	\$ 38,000	\$ 7,600	\$ -	\$ 30,400
Recreation Truck	\$ 39,975	\$ 3,427	\$ 36,548	\$ -
PW Service Truck (2019)	\$ 44,266	\$ 8,853	\$ -	\$ 35,413
Recreation Truck (2019)	\$ 45,946	\$ 9,189	\$ -	\$ 36,757
TOTAL	\$ 235,130	\$ 38,506	\$ 89,548	\$ 107,075

Five-year Project Summaries

The five-year project summaries provide an overview of anticipated projects in the coming years. This allows Council to gauge the current year's request against upcoming capital projects and the projected funding options.

General

**WEST HANTS REGIONAL MUNICIPALITY
5-YEAR CAPITAL BUDGET PLAN 2020-21 - 2022-25
PROJECT SUMMARY INFORMATION**

GENERAL/RECREATION/COURTHOUSE	5-YEAR COST	GAS TAX	RESERVES	GENERAL OPERATIONS	USERS	LONG TERM DEBT	TRANSITIONAL FUNDING
P&G Truck	\$ 86,160	\$ -	\$ 12,616	\$ 73,544	\$ -	\$ -	\$ -
The Landing	\$ 112,000	\$ 112,000	\$ -	\$ -	\$ -	\$ -	\$ -
Sports Complex, FF&E	\$ 450,000	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -
Meadow Pond Recreation Lands	\$ 263,500	\$ 259,500	\$ 4,000	\$ -	\$ -	\$ -	\$ -
St. Croix Recreation Site Upgrades	\$ 18,000	\$ -	\$ 18,000	\$ -	\$ -	\$ -	\$ -
Playboxes	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -
Riverview Trail	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -
Irishmans Road Recreation Site	\$ 91,800	\$ 91,800	\$ -	\$ -	\$ -	\$ -	\$ -
Old Parish Cemetery	\$ 130,000	\$ -	\$ 130,000	\$ -	\$ -	\$ -	\$ -
Eldridge Road Recreation Site	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -
Victoria Park	\$ 6,000	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ -
Hants Aquatic Centre	\$ 90,000	\$ -	\$ 90,000	\$ -	\$ -	\$ -	\$ -
Windsor Waterfront Coach House Upgrades	\$ 25,000	\$ -	\$ 5,000	\$ 20,000	\$ -	\$ -	\$ -
New Region Branding	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000
By Law Truck	\$ 50,000	\$ -	\$ 2,437	\$ 47,563	\$ -	\$ -	\$ -
Laserfiche Additional Users	\$ 12,600	\$ -	\$ 12,600	\$ -	\$ -	\$ -	\$ -
Lenovo ThinkSystem SR650	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -
Council Chambers upgrades	\$ 42,000	\$ -	\$ 42,000	\$ -	\$ -	\$ -	\$ -
NVR Server Upgrades	\$ 11,500	\$ -	\$ 11,500	\$ -	\$ -	\$ -	\$ -
Public Wifi Upgrades - Hantsports	\$ 19,033	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,033
Building Inspection Vehicles	\$ 40,000	\$ -	\$ 7,000	\$ 33,000	\$ -	\$ -	\$ -
Drone	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -
Sport Complex	\$ 9,059,104	\$ -	\$ 7,022,474	\$ -	\$ -	\$ 2,036,630	\$ -
TOTAL	\$ 10,656,697	\$ 964,300	\$ 7,402,627	\$ 174,107	\$ -	\$ 2,036,630	\$ 79,033

Fire Services

FIRE SERVICES	5-YEAR COST	GAS TAX	RESERVES	OPERATIONS	USERS	DEBT	FUNDING
Hanstport Fire Department	\$ 2,843,757	\$ -	\$ -	\$ -	\$ -	\$ 2,843,757	\$ -
Brooklyn Fire Department - Station 1	\$ 32,957	\$ -	\$ -	\$ -	\$ -	\$ 32,957	\$ -
Brooklyn Fire Department - Station 2	\$ 960,000	\$ -	\$ -	\$ -	\$ -	\$ 960,000	\$ -
South West Hants Fire Service	\$ 289,000	\$ -	\$ -	\$ -	\$ -	\$ 289,000	\$ -
Summerville Fire Department	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ -
Windsor Fire Department	\$ 1,412,957	\$ -	\$ 12,957	\$ -	\$ -	\$ 1,400,000	\$ -
TOTAL	\$ 5,713,671	\$ -	\$ 12,957	\$ -	\$ -	\$ 5,700,714	\$ -

DRAFT

Sewer System

SEWER SYSTEM	5-YEAR COST	GAS TAX RESERVE	RESERVES	GENERAL OPERATIONS	USERS	LC
WEST HANTS SEWER SYSTEM						
New Spare Aerator & Process Equipment - Falmouth STP	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -
Inflow Study/Repairs	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -
L/S Submersible Pump	\$ 240,000	\$ 240,000	\$ -	\$ -	\$ -	\$ -
L/S Panel/SCADA	\$ 120,000	\$ 120,000	\$ -	\$ -	\$ -	\$ -
L/S Chambers/Piping	\$ 325,000	\$ 325,000	\$ -	\$ -	\$ -	\$ -
L/S Access Doors	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -
New Service Laterals	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000	\$ -
Vacuum Truck / Jet Rodder	\$ 166,700	\$ -	\$ -	\$ -	\$ -	\$ -
New Portable Gen-set	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ -	\$ -
Forcemain Renewal - Exit 7 Twinning	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -
Sanitary Sewer Rehabilitation	\$ 1,200,000	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 2,346,700	\$ 1,980,000	\$ 100,000	\$ -	\$ 100,000	\$ -
WINDSOR SEWER SYSTEM						
Lagoon Drive Sludge Removal / Drying bed construction	\$ 336,440	\$ -	\$ 100,932	\$ -	\$ -	\$ -
O'Brien Street - Street and Services Renewal	\$ 872,000	\$ -	\$ 261,600	\$ -	\$ -	\$ -
Underwood Drive - Collector Sewer / Storm Main	\$ 286,000	\$ -	\$ 85,800	\$ -	\$ -	\$ -
Cobbett Street - Collector Sewer / Storm Main	\$ 142,300	\$ -	\$ 42,690	\$ -	\$ -	\$ -
Cunnabel Creek - Collector Sewer / Storm Main	\$ 697,000	\$ -	\$ 209,100	\$ -	\$ -	\$ -
King Street Sewer	\$ 150,100	\$ -	\$ 45,030	\$ -	\$ -	\$ -
Nesbitt Street (South)	\$ 51,000	\$ -	\$ 15,300	\$ -	\$ -	\$ -
King Street - Town Limits to O'Brien	\$ 1,400,000	\$ -	\$ 420,000	\$ -	\$ -	\$ -
Avon Street - Services Renewal	\$ 214,229	\$ -	\$ 64,269	\$ -	\$ -	\$ -
Clifton Avenue	\$ 600,000	\$ -	\$ 180,000	\$ -	\$ -	\$ -
Cottage Street - Services Renewal	\$ 208,000	\$ -	\$ 62,400	\$ -	\$ -	\$ -
Wentworth Road - WWTF	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ -	\$ -
Lagoon Drive - Preliminary Screening	\$ 600,000	\$ -	\$ 600,000	\$ -	\$ -	\$ -
Inflow Study/Repairs	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -	\$ -
L/S Submersible Pump	\$ 145,000	\$ 145,000	\$ -	\$ -	\$ -	\$ -
L/S Panel/SCADA Upgrades	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -
L/S Chambers/Piping	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -
L/S Access Doors	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -
L/S #1 - New Rotating Assembly	\$ 22,500	\$ 22,500	\$ -	\$ -	\$ -	\$ -
New Salnes Filter Cartridge	\$ 110,000	\$ 110,000	\$ -	\$ -	\$ -	\$ -
STP UV Bank Hoist Upgrades	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -
Vacuum Truck / Jet Rodder	\$ 166,700	\$ -	\$ -	\$ -	\$ -	\$ -
New Portable Gen-set	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ -	\$ -
SUBTOTAL	\$ 6,416,269	\$ 567,500	\$ 2,212,121	\$ -	\$ -	\$ -
SEWER TOTAL	\$ 8,762,969	\$ 2,547,500	\$ 2,312,121	\$ -	\$ 100,000	\$ -

Water System

WATER SYSTEM WINDSOR WATER UTILITY	5-YEAR COST	GAS TAX RESERVE	RESERVES	GENERAL OPERATIONS	USERS	LONG TERM DEBT	TRANSITIONAL FUNDING
Water Main Relocation - Hwy. 101 Crossings	\$ 221,900	\$ -	\$ 66,570	\$ -	\$ -	\$ 155,330	\$ -
King Street - Town Limits to O'Brien St.- Main, services and hydrants	\$ 1,535,100	\$ -	\$ 400,000	\$ -	\$ -	\$ 1,135,100	\$ -
College Road- King to Manning-Distribution and transmission main upgrades	\$ 626,440	\$ -	\$ 187,932	\$ -	\$ -	\$ 438,508	\$ -
Cobbett Street Water Main	\$ 101,000	\$ -	\$ 30,300	\$ -	\$ -	\$ 70,700	\$ -
Fort Edward Street	\$ 150,000	\$ -	\$ 45,000	\$ -	\$ -	\$ 105,000	\$ -
Victoria Street (Jail Hill) Renewal - Water main (In House Project)	\$ 60,000	\$ -	\$ 18,000	\$ -	\$ -	\$ 42,000	\$ -
Cunnabel (Munroe & Water Street)	\$ 82,500	\$ -	\$ 24,750	\$ -	\$ -	\$ 57,750	\$ -
Underwood Drive	\$ 214,000	\$ -	\$ 64,200	\$ -	\$ -	\$ 149,800	\$ -
Nesbitt Street (South)-Main	\$ 295,360	\$ -	\$ 88,608	\$ -	\$ -	\$ 206,752	\$ -
Avon Street Services Renewal-Main	\$ 328,970	\$ -	\$ 98,691	\$ -	\$ -	\$ 230,279	\$ -
Cottage Street Services Renewal-Main	\$ 202,000	\$ -	\$ 60,600	\$ -	\$ -	\$ 141,400	\$ -
Clifton Ave, Services Renewal-Main	\$ 202,000	\$ -	\$ 60,600	\$ -	\$ -	\$ 141,400	\$ -
O'Brien Street, Services & Watermain Renewal	\$ 599,500	\$ -	\$ 179,850	\$ -	\$ -	\$ 419,650	\$ -
Water Storage Tank- Land Purchase	\$ 113,940	\$ -	\$ 34,182	\$ -	\$ -	\$ 79,758	\$ -
Water Storage Tank Facility or Falmouth Connection	\$ 2,193,280	\$ -	\$ 600,000	\$ -	\$ -	\$ 1,593,280	\$ -
Filter Redundancy WTP - 3rd Process Train	\$ 3,038,000	\$ -	\$ 800,000	\$ -	\$ -	\$ 2,238,000	\$ -
New Ventilation System - Lime Building	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -
Backwash Lagoon Sludge Pump	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -
Sluice Gate-Water Control Structure & Dam upgrades / Road Construction	\$ 1,641,405	\$ -	\$ 400,000	\$ -	\$ -	\$ 1,241,405	\$ -
Electronic Meter Reading System	\$ 220,000	\$ -	\$ -	\$ 220,000	\$ -	\$ -	\$ -
All Terrain Vehicle (ATV) Replacement	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -
Valve Cleaner / Exerciser	\$ 120,000	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -
Meter Replacement	\$ 54,000	\$ -	\$ -	\$ -	\$ 54,000	\$ -	\$ -
Watershed Bridge Replacement	\$ 75,000	\$ -	\$ 22,500	\$ -	\$ -	\$ 52,500	\$ -
SUBTOTAL	\$ 12,164,395	\$ -	\$ 3,371,783	\$ 240,000	\$ 54,000	\$ 8,498,612	\$ -

WEST HANTS WATER UTILITY

Falmouth Watershed Roads	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -
New Fire Hydrants	\$ 15,000	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -
New Water Meters	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -
New Customer Laterals	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -
Hantsport Transmission Main	\$ 2,100,000	\$ -	\$ 600,000	\$ -	\$ -	\$ 1,500,000	\$ -
Falmouth FWTP Watershed Dam	\$ 1,700,000	\$ -	\$ 200,000	\$ -	\$ -	\$ 1,500,000	\$ -
Interconnect Windsor - Filter Reduncy - Water Storage Tanks	\$ 2,265,000	\$ -	\$ 765,000	\$ -	\$ -	\$ 1,500,000	\$ -
Falmouth Standpipe Corrosion Control	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -
TMP Booster Station Upgrade	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -
Bulk Water Haul Station	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -
Hantsport Distribution Pump	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Falmouth FWTP Chemical Pumps	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -
New Polymer System - Falmouth WTP	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -
New Turbidity Meters	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -
Falmouth FWTP Plant Upgrades	\$ 165,000	\$ -	\$ 165,000	\$ -	\$ -	\$ -	\$ -
Leak Detection	\$ 330,000	\$ -	\$ 330,000	\$ -	\$ -	\$ -	\$ -
Main/Service Repairs	\$ 875,000	\$ -	\$ 875,000	\$ -	\$ -	\$ -	\$ -
Hantsport PRV Chamber Rehab	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -
TMP Replace Main Valves	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -
TMP Service Upgrades	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -
Hantsport WTP - Filter Cartridge Replacement	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Hantsport HWTP Chemical Pumps	\$ 37,000	\$ -	\$ 37,000	\$ -	\$ -	\$ -	\$ -
Falmouth FWTP - Day/Mix Tanks	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -
Falmouth Watermain Relocation - HWY. 101 Exit 7	\$ 40,000	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -
Hantsport Watermain Rehabilitation	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -
Falmouth FWTP Geotubes	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 10,262,000	\$ 1,000,000	\$ 4,447,000	\$ 65,000	\$ 250,000	\$ 4,500,000	\$ -
WATER TOTAL	\$ 22,426,395	\$ 1,000,000	\$ 7,818,783	\$ 305,000	\$ 304,000	\$ 12,998,612	\$ -

Public Works & Transition

PUBLIC WORKS	5-YEAR COST	GAS TAX RESERVE	RESERVES	GENERAL OPERATIONS	USERS	LONG TERM DEBT	TRANSITIONAL FUNDING
Roads							
WH Roads Rehabilitation	\$ 250,000	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -
Hantsport Roads Rehabilitation	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -
Hantsport Sidewalks Rehabilitation	\$ 1,070,000	\$ 1,070,000	\$ -	\$ -	\$ -	\$ -	\$ -
Main Street, Prince Street Hantsport Infrastructure Rehabilitation	\$ 716,369	\$ -	\$ -	\$ 479,967	\$ -	\$ -	\$ 236,402
NSTIR J-Class Roads Rehabilitation	\$ 250,000	\$ -	\$ 50,000	\$ 200,000	\$ -	\$ -	\$ -
Windsor Roads Rehabilitations	\$ 10,305,672	\$ -	\$ 4,122,269	\$ -	\$ -	\$ 6,183,403	\$ -
Windsor Sidewalks Rehabilitation	\$ 1,302,026	\$ 1,302,026	\$ -	\$ -	\$ -	\$ -	\$ -
Traffic Control	\$ 471,500	\$ -	\$ 471,500	\$ -	\$ -	\$ -	\$ -
Centennial Drive Culvert Replacement	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Hantsport Signage	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Equipment							
Vacuum Truck / Jet Rodder	\$ 166,700	\$ -	\$ -	\$ -	\$ -	\$ 166,700	\$ -
Replace 2006 Sidewalk Maching	\$ 239,800	\$ -	\$ -	\$ -	\$ -	\$ 239,800	\$ -
Flail Mower Attachment	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -
Street Sweeper	\$ 325,000	\$ -	\$ -	\$ -	\$ -	\$ 325,000	\$ -
Loader Replacement	\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ 220,000	\$ -
Truck Replacement	\$ 45,000	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -
Replace 2011 Case Backhoe Unit	\$ 264,453	\$ -	\$ -	\$ -	\$ -	\$ 264,453	\$ -
Facilities							
Municipal Complex Reno	\$ 2,800,000	\$ -	\$ -	\$ -	\$ -	\$ 2,800,000	\$ -
Public Works Maintenance Facility / Shop	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ -
Hantsport PW Garage Upgrades	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Hantsport PW Storage Shed	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Fuel Pump Replacement at Winsdor PW Compound	\$ 125,000	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ -
Vehicles							
Replace 2014 Dodge 2500 (Unit 21)	\$ 79,156	\$ -	\$ -	\$ 79,156	\$ -	\$ -	\$ -
Replace 2002 Ford f-450	\$ 132,000	\$ -	\$ 132,000	\$ -	\$ -	\$ -	\$ -
Replace 10 Dodge 1500 (WW 24-10 old 33)	\$ 57,600	\$ -	\$ 57,600	\$ -	\$ -	\$ -	\$ -
Replace 2011 Salt/Plow - Dump Truck	\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ 160,000	\$ -
Truck Replacement	\$ 160,000	\$ -	\$ 160,000	\$ -	\$ -	\$ -	\$ -
Truck Replacement	\$ 130,000	\$ -	\$ -	\$ 130,000	\$ -	\$ -	\$ -
1.5 Ton Dump Truck	\$ 90,000	\$ -	\$ -	\$ 90,000	\$ -	\$ -	\$ -
Other Projects							
Asset Management Software - OMS	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130,000
TOTAL	\$ 22,635,276	\$ 2,372,026	\$ 6,528,369	\$ 979,123	\$ -	\$ 12,359,356	\$ 396,402

Total Cost Five Year Cost by Funding Source

	5-YEAR COST	GAS TAX RESERVE	RESERVES	GENERAL OPERATIONS	USERS
TOTAL 5-YEAR COST	\$ 70,195,008	\$ 6,883,826	\$ 24,074,857	\$ 1,458,230	\$ 404,000

Gas Tax Projects

WEST HANTS REGIONAL MUNICIPALITY GAS TAX FUNDING SUMMARY PROJECT SUMMARY INFORMATION

GENERAL/RECREATION/COURTHOUSE	2020-21	5 years
The Landing	\$ 112,000	\$ 112,000
Sports Complex, FF&E	\$ 450,000	\$ 450,000
Meadow Pond Recreation Lands	\$ 26,500	\$ 263,500
Riverview Trail	\$ 10,000	\$ 10,000
Irishmans Road Recreation Site	\$ 24,000	\$ 91,800
Eldridge Road Recreation Site	\$ 10,000	\$ 35,000
Victoria Park	\$ 6,000	\$ 6,000
TOTAL	\$ 638,500	\$ 968,300
SEWER SYSTEM	2020-21	5 years
West Hants Sewer		
New Spare Aerator & Process Equipment - Falmouth STP	\$ 30,000	\$ 30,000
L/S Submersible Pump	\$ 60,000	\$ 240,000
L/S Panel/SCADA	\$ 90,000	\$ 120,000
L/S Chambers/Piping	\$ 100,000	\$ 325,000
L/S Access Doors	\$ 5,000	\$ 25,000
Forcemain Renewal - Exit 7 Twinning	\$ 40,000	\$ 40,000
Windsor Sewer		
L/S Submersible Pump	\$ 25,000	\$ 145,000
L/S Panel/SCADA Upgrades	\$ 90,000	\$ 150,000
L/S Chambers/Piping	\$ 20,000	\$ 100,000
L/S Access Doors	\$ 5,000	\$ 25,000
L/S #1 - New Rotating Assembly	\$ 7,500	\$ 22,500
New Salnes Filter Cartridge	\$ 110,000	\$ 110,000
STP UV Bank Hoist Upgrades	\$ 15,000	\$ 15,000
TOTAL	\$ 597,500	\$ 1,347,500
WATER SYSTEM	2020-21	5 years
West Hants Water		
TMP Booster Station Upgrade	\$ 500,000	\$ 500,000
TOTAL	\$ 500,000	\$ 500,000
PW/HANTSPORT TRANSITION	2020-21	5 years
Windsor Sidewalks Rehabilitation	\$ 93,126	\$ 1,302,026
Centennial Drive Culvert Replacement	\$ 100,000	\$ 100,000
Hantsport Sidewalks Rehabilitation	\$ 70,000	\$ 1,070,000
TOTAL	\$ 263,126	\$ 2,472,026
TOTAL GAS TAX PROJECTIONS	\$ 1,999,126	\$ 5,287,826
WH MARCH 31, 2020 EXPECTED RESERVE BALANCE	\$ 4,273,702	\$ 4,273,702
TOW MARCH 31, 2020 EXPECTED RESERVE BALANCE	\$ 512,604	\$ 512,604
Anticipated Revenue in 2020/2025	\$ 1,063,145	\$ 5,315,725
Anticipated Reserve balance March 31, 2020/2025	\$ 3,850,325	\$ 4,814,205