The Corporation of the City of Port Colborne

By-law No. 6660/24/19

Being a By-law to Adopt the Estimates for the City of Port Colborne for its Own Operations for the Year 2019

Whereas Section 290(1) of the *Municipal Act, 2001*, as amended, provides that a Council shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality; and

Whereas it is necessary for the Council of The Corporation of the City of Port Colborne (Council) to raise for the year 2019 certain sums; and

Whereas Council deems it necessary to comply with *Ontario Regulation 284/09*, regarding budgeting using the cash basis and excluding accrued amortization and post-employment benefits expenses; and

Whereas Council, during its budget deliberations, considered and accepted the budget estimates and requirements of the municipality for the year 2019; and

Whereas Council is desirous to establish a Storm Sewer Utility budget and fees structure; and

Whereas at its meeting of March 25, 2019, Council approved the recommendation of Corporate Services, Finance Division Report No. 2019-37, Subject: 2019 Operating/Capital Budget.

Now therefore the Council of The Corporation of the City of Port Colborne Enacts as follows:

1. (a) (i) That the 2019 budget was developed using the cash basis and has excluded the following accrual expenses: a portion of the amortization expense which amounts to approximately $1,124,154 and a portion of post-employment benefits expense which amounts to approximately $247,000.

   (ii) That the budget estimates set out in Department of Corporate Services, Finance Division Report No. 2019-37, attached hereto and forming part of this By-law, be and are hereby adopted.

   (iii) That the summary of 2019 budget estimates as set out in Schedule "A", attached hereto, be and are hereby adopted.

   (iv) That the Storm Sewer Fees as set out in Schedule "B", attached hereto, be and are hereby adopted.

   (b) That the budget estimates to be raised by tax levy as set out in Schedule "A", attached hereto, be and are hereby adopted.

   (c) That the budget estimates for the Storm Sewer operating and capital funding to be raised by the Storm Sewer Fees as set out in Schedule "B", attached hereto, be and are hereby adopted.

2. That this by-law shall come into force and take effect on the date of passing.

Enacted and passed this 25th day of March, 2019.

William C. Steele
MAYOR

Amber LaPointe
CITY CLERK

SCHEDULE "A" to By-law No. 6660/24/19

2019 BUDGET

	REVENUE	EXPENDITURES
General Operations	9,055,143	25,025,858
Capital (Levy Funded)	3,456,835	5,615,095
	12,511,978	30,640,953

Tax Levy

General Operation	15,970,715
Capital	2,158,260
Business Improvement Area-Downtown	34,333
Business Improvement Area-Main Street	10,000

SCHEDULE "B" to By-law No. 6660/24/19

2019 BUDGET

Storm Sewer Fees Schedule

Property Description	$ Flat Fee per Year
Single Family Properties	100
Multi-Residential 2 to 5 Units	175
Multi-Residential 6 to 9 Units	225
Institutional/Multi Res > 10 Units	275
Small Commercial	175
Medium Commercial	225
Large Commercial	275
Light Industrial	375
Heavy Industrial	475
City Owned	225
CNPI Owned	225
Hydro One Owned	225
Niagara Peninsula Housing	275
Niagara Region	225
Niagara Regional Housing	275
Transport Canada Owned	225
MTO Owned	225

Storm Sewer Operating/Capital Budget

Operating Costs	$185,425
City Portion of Fees	$ 29,925
Debenture	$299,819
Capital Reserve	$225,631
Total Budget	$740,800

8. **Consideration of Items Requiring Separate Discussion:**

1. **Planning and Development Department, Planning Division, Report 2019-38, Subject: Site Alteration Permit Additional Review – Port Colborne Quarries**

Council Resolved:

No. 52 Moved by Councillor R. Bodner
Seconded by Councillor E. Beauregard

That consideration of Report 2019-38, Subject: Site Alteration Permit Additional Review – Port Colborne Quarries be referred to the Director of Planning & Development to consider the proposed amendments to the recommendation made by staff.
CARRIED.

4. **Corporate Services Department, Finance Division, Report 2019-37, Subject: 2019 Operating/Capital Budget**

Council Resolved:

No. 53 Moved by Councillor R. Bodner
Seconded by Councillor E. Beauregard

That the Corporate Services Department, Finance Division Report 2019-37 be approved, as amended with the removal of $39 000; and

That Council confirm and approve, that in compliance with Ontario regulation 284/09, the 2019 budget was developed using the cash basis and has excluded the following accrual expenses: a portion of the amortization expense which amounts to approximately
$1,124,154 and the amount of post-employment benefits expense which amounts to approximately $247,000.

That the 2019 Budget be approved as presented with the City's net overall levy for 2019 at $18,128,975 (Operating levy of $15,970,715 and Capital levy of $2,158,260).

That the operating expenditures of $25,025,858 operating revenues/fees/reserves/OMPF funds of $9,055,143 and capital expenditures of $5,615,095 with capital revenues from reserves/grants of $3,456,835 be approved.

That the Storm Sewer budget be approved to be funded through an established flat fee schedule to include an operating/capital budget raising approximately $740,800 annually to fund operations, the current storm sewer debt and establish a storm sewer capital reserve for future infrastructure.

That the Mayor and City Clerk be authorized to execute the appropriate By-law for the budget estimates for all sums required for the operations for the year 2019.

Recorded Vote:
Yes: Bagu, Beauregard, Bodner, Danch, Desmarais, Kalalieff, Steele, Wells
No: Bruno
CARRIED.

5. Memorandum from Peter Senese, Director of Corporate Services Re: 2019 Ontario Municipal Partnership Fund (OMPF) Budget Allocation

Council Resolved:

No. 54 Moved by Councillor A. Desmarais
Seconded by Councillor F. Danch

That Council approve the reduction of the OMPF funding amounting $47,900 reduce the budgeted allocation to the Downtown CIP from $100,000 to $52,100. Any required funding for the difference to the Downtown CIP project to be funded from the Capital Infrastructure Reserve Fund.

Moved in amendment by Councillor A. Desmarais
Seconded by Councillor F. Danch

That the main motion be amended by removing the words "Capital Infrastructure Reserve Fund" and adding "2018 Federal Tax Fund" at the end of the first paragraph.

The vote was then called on the main motion, as amended, as follows:

That Council approve the reduction of the OMPF funding amounting $47,900 reduce the budgeted allocation to the Downtown CIP from $100,000 to $52,100. Any required funding for the difference to the Downtown CIP project to be funded from the 2018 Federal Tax Fund.
CARRIED.

CITY OF PORT COLBORNE
2019 BUDGET WORKSHEET SUMMARY

Mar 4 2019

	2018 Levy	17,116,395	6.72%				
Staff PROPOSED LEVY				$ 17,931,096	4.76%		
CURRENT PROPOSED LEVY				$ 18,128,975	5.92%		levy increase

Note-$171,000 = 1% levy increase / $16 increase to Ave Residential Property

Department	Request	Cost	OMPF Funds	LEVY FUNDING	Add To Tax Levy	Reserve Funds	Other/ Grants	Defer Funding	Description
	Available Funds for one time expenditures					$ -		$ -	
	UNFINANCED REQUESTS								
Council	Fund OPS Centre Debt	(114,094)		(114,094)	(114,094)				Fund from Fire Hall matured debt amount
Council	Remuneration-loss of 1/3 tax exemption	$11,431		$11,431	$11,431				add'l cost for same net wages
									same gross wages-add'l cost $5,463 included in levy
Council	Comm Grants	$10,000		$10,000	$10,000				phase in levy for community grants wien off annual investment interest
Council	Feral Cat grant	(5,000)		(5,000)	(5,000)				direct ferel cat group to Grants Committee-provide extension
Council	Council Conferences	$16,107		$16,107	$16,107				increase to $25,000
Council	Airport Commission	$9,282		$6,269	$6,269		$3,013		net increase of interest earned on loans (1,600 +1,413)
Council	P&H (Goderich Lease)	$63,000		$63,000	$63,000				Balance of net lease revenue to Goderich capital reserve
	Marina	$10,000		$10,000	$10,000				Balance of Marina surplus to Marina capital reserve
Human Resources	Coop Student	$6,300				$6,300			work term of 400 hours in fall/winter months
IT	New Software and lincensing	$36,100	$36,100						Office 365/Adobe Pro/Citrix Server/Desktop Deploy Software
CAO	Community Safety	$85,000						$85,000	responding to vandalism in the community-0.5% tax levy
									one time funding-from a reserve as required and to be replenished
CAO	Corporate Accessibility Compliance	$5,000				$5,000			website audit/training/accessibility plan update-Accessibility reserve
CAO	CUPE Job Evaluation	$30,000				$30,000			review for internal/pay equity and market rates
Health & Safety	Bill 168 Workplace Risk Assessments	$10,000	$10,000						assessments of 2 locations annually
Health & Safety	WHMIS Program Enhancement	$13,600				$13,600			Online Enhanced Safety Program for all staff
Health & Safety	Advanced Training for Equip Operators	$12,990				$12,990			Funded from Health & Safety reserve
Corp Services-Clerks Divisi	Records Mgmt & Retention System	$80,000				$80,000			phased in over 2016/2017 for 2019 implementation
Corp Services-Clerks Divisi	Records Mgmt Annual Licence Fee	$20,000		$10,000	$10,000			$10,000	1/2 2019 and 1/2 2020
Corp Services	Summer Student	$9,500		$9,500	$9,500				Provide summer coverage for customer service -wages and benefits
Corp Services	Customer Service Part Time staffing	$68,000		$34,000	$34,000			$34,000	2 part time @ 24 hrs each starting July - 1/2 2019 and 1/2 2020
Corp Services-Finance Divi	Capital Asset Supervisor-wages & ben	$80,000					$ 80,000	OCIF grant	2018/2019 initiative to implement and manage AMP with capital budgeting
									Available funding from OCIF max $80,000
Fire Dept	Fire Safety Initiative	$20,000				$20,000			Smoke and Carbon Monoxide Alarm Program
Engineering	Facility Maintenance Study	$75,500				$75,500			OMPF 2015
Engineering	Renewable Passive Energy Generation	$15,000				$15,000			consultant required to investigate feasibility of installing at Operations Centre
Operations	Environmental Compliance	$7,500	$7,500						Spill Response kits for facilities and vehicles
Operations	Tree Trimming Equip Rental	$10,000				$10,000			8 week rental-tractor with arm mower-cut on rural and clay roads
Operations	Stone Repairs on roads and shoulders	$5,000		$5,000	$5,000				increase for shouldering and stone road repairs in rural area
Operations	Snow Ploughing Equipment Rental	$54,000				$54,000			rent 2 loaders for one snow route-city operator
Operations	Drainage Works-City portion of costs	$110,586	$10,000			$100,586			Zavitz Drain/Sherkston North and East & West Trail Branch Drains
Operations	Drainage Works-City portion of costs	$90,093	$75,200					$14,893	Young and Hopf-Wagner Drains-2019 construction
Facility Maintenance	Roselawn	$15,000	$15,000						Condition assessment-interior finish/mechanical,electrical and structure
Parks and Recreation	Tools	$10,000				$10,000			General Parks- fund from equipment reserve
Parks and Recreation	Ballfield Maintenance	$15,000				$15,000			General Parks- fund from facility reserve
Parks and Recreation	Downtown Fixtures	$49,090						$49,090	replace 40 garbage containers in downtown core@$1,206 each plus HST
Parks and Recreation	Overholt Cemetery-expansion	$30,000	$14,000			$16,000			
Parks and Recreation	Parks grass cutting - in house/no contract	$147,267					$147,267		contract services savings-rental of equipment/2 seasonal parks staff/materials
Parks and Recreation	VHWC - Summer Camp Program	$20,000					$20,000		costs covered through registration fees
Parks and Recreation	Canal Days-New Initiatives	$5,000	$5,000						Allocate to Canal days reserve-new initiative spending approval by council

CITY OF PORT COLBORNE
2019 BUDGET WORKSHEET SUMMARY

Mar 4 2019

	2018 Levy	**17,116,395**	**6.72%**						
Staff PROPOSED LEVY					$ 17,931,096	4.76%			
CURRENT PROPOSED LEVY					$ 18,128,975	5.92%			levy increase

Note-$171,000 = 1% levy increase / $16 increase to Ave Residential Property

		Cost	OMPF Funds	LEVY FUNDING	Add To Tax Levy	Reserve Funds	Other/ Grants	Defer Funding	Description
Parks and Recreation	Public Art Reserve Fund	$5,000	$5,000						annual amount to reserve for implementing the Arts&Culture Master Plan
Parks and Recreation	Parks&Recreation Locator Map	$15,000	$15,000						Parks&Recreation Master Plan
Parks and Recreation	Active Transportation Masterplan	$50,000	$50,000						Safer roads and trails for cyclists and walkers-Committee recommended
Parks and Recreation	Canal Days-Volunteer Incentive Program	$3,500		$3,500	$3,500				Minor Sports Teams donations for working bar at Canal Days
Parks and Recreation	Canal Days-New Initiatives	$45,000		$45,000	$45,000				Allocate to Canal days reserve-new initiative spending approval by council
Parks and Recreation	New Fishing Tournaments	$25,000		$25,000	$25,000				potentially 3 tournaments operated by outside groups
Parks and Recreation	Celebrate Ontario 2019 Grant	$10,000	$10,000						Application to be done by consultant
Vale Health & Wellness Ce	Ceilings in Rink 1 and Rink 2	$33,000				$33,000			Coat with concrete sealer-both ceilings are stained
Vale Health & Wellness Ce	Video Security	$5,000				$5,000			addition of 2 cameras as identified in Risk Assessment Study
Vale Health & Wellness Ce	Community Room Acoustics	$7,000				$7,000			
Vale Health&Wellness cent	Second Sports Wall of fame	$3,000	$3,000						
Economic Development	Economic Development Strategy	$25,000	$25,000						matching funds to Prov/Fed grants for initiatives
Economic Development	Niag Development Corridor Partnership	$2,500		$2,500	$2,500				increase in membership fees from $5,000
Economic Development	BESS office at Roselawn	$15,500		$15,500	$15,500				Business Development Consultants-2 days/mth consultations/expenses
Economic Development	New Corporate and Tourism Branding	$10,000				$10,000			branding and design work
Economic Development	Industrial Land clearing	$60,000				$60,000			Invertose Drive 23 acres cleared over 3 years-$20,000/year (3rd of 3 years)
Museum	Receptionist increased hours-180 hours	$3,101		$3,101	$3,101				increased hrs to 980 for customer service-May 1 to Dec 20 5 days/week
Museum	Administrative Assistant-95 hours	$1,636		$1,636	$1,636				Arabella's Tea Room-5 hrs/wk June to Sept & 20 hrs in Dec
Library	additional 100 part time hours	$2,172		$2,172	$2,172				current budget at 2100 part time hours
Library	Update website to AOD compliance	$2,000	$2,000						
Planning	Official Plan Review	$15,000	$15,000						Annual amount for 5 years
Building/By-law Division	Administrative Intake Clerk	$54,168		$27,084	$27,084			$27,084	see memo provided-1/2 year 2019
Building/By-law Division	Inspections Officer	$77,995		$38,998	$38,998			$38,997	see memo provided-1/2 year 2019
By-law Division	Review of Crossing Guards locations	$20,000	$20,000						Study including St.Patricks school and Killay St W/Steele St corner
Building Division	New Inspection Software and Hardware	$46,500				$46,500			MobilNSPECT provides handheld technology for field inspections/reporting
Physician Recruitment	future recruitment	$43,175		$16,175	$16,175	$27,000			Comm recommends additional $16,175 for new physicians. Would like $50,000
YMCA	Request additional funding	$22,500	$22,500						Presentation from the YMCA-asking $24,692
New Operations Centre	Debenture - $114,094								remove from levy and fund from Fire Hall matured debenture
Annual Capital Levy	Future Capital Amortization				-$39,000				$257,000 capital levy in 2019
Total Expenditures		$1,738,998	$340,300	$236,878	$197,879	$652,476	$250,280	$259,064	
TOTAL LEVY					$ 18,128,975	5.92%			levy increase

CITY OF PORT COLBORNE
2019 BUDGET
ESTIMATED RESIDENTIAL PROPERTY TAX CHANGES

	Phased In Assessment change				No Assessment change			
	2019	2018	$ Change	% Change	2019	2018	$ Change	% Change
City	86.142	84.310	1.83	2.17%	86.142	84.310	1.83	2.17%
Region - general	56.627	56.708	-0.08	-0.14%	56.627	56.708	-0.08	-0.14%
Region - waste mgmt	8.415	8.613	-0.20	-2.30%	8.415	8.613	-0.20	-2.30%
Education	16.100	17.000	-0.90	-5.29%	16.100	17.000	-0.90	-5.29%
Tax Rate Change	167.284	166.631	0.65	0.39%	167.284	166.631	0.65	0.39%

	** **with 5.92% levy increase**	** **with 5.92% levy increase with no assessment change**

ESTIMATES OF TAX CHANGES

	2019	2018	$ Change	% Increase	2019	2018	$ Change	% Increase
Average Residential Assessment	191,070	185,605			185,605	185,605		
City	1,645.92	1,564.84	81.07	5.18%	1,598.84	1,564.84	34.00	2.17%
Region-general	1,081.97	1,052.53	29.44	2.80%	1,051.02	1,052.53	-1.51	-0.14%
Region-waste mgmt	160.79	159.86	0.93	0.58%	156.19	159.86	-3.67	-2.30%
Education	307.62	315.53	-7.91	-2.51%	298.82	315.53	-16.70	-5.29%
Total Tax Levy	3,196.29	3,092.76	103.53	3.35%	3,104.87	3,092.76	12.11	0.39%

Note: Regional tax policy changes and tax ratios same as 2018 and subject to change
Assessment increase of 2.94% in 2019

CITY OF PORT COLBORNE
TAX RATES - 2019

Input only required in GREEN shaded areas.

	2019 CVA as Returned	2018 Tax Ratios	Discount Rate	Weighted Assessment	Tax Rates	Levy
Residential	$1,565,724,605	1.0000	100%	$1,565,724,605	0.00861420	$13,487,471
Multi-Residential	$38,735,625	1.9700	100%	$76,309,181	0.01696998	$657,343
New Multi-res	$600,000	1.0000	100%	$600,000	0.00861420	$5,169
Commercial	$130,736,515	1.7349	100%	$226,814,780	0.01494478	$1,953,829
Excess Land	$197,700	1.7349	70%	$240,093	0.01046135	$2,068
Vacant Land	$2,371,814	1.7349	70%	$2,880,402	0.01046135	$24,812
Industrial	$69,476,127	2.6300	100%	$182,722,214	0.02265536	$1,574,006
Excess Land	$1,972,386	2.6300	70%	$3,631,163	0.01585875	$31,280
Vacant Land	$7,347,980	2.6300	70%	$13,527,631	0.01585875	$116,530
Pipelines	$10,224,296	1.7021	100%	$17,402,774	0.01466224	$149,911
Farmlands	$53,767,874	0.2500	100%	$13,441,969	0.00215355	$115,792
Managed Forests	$857,705	0.2500	100%	$214,426	0.00215355	$1,847
FAD 1	$1,380,350	1.0000	75%	$1,035,263	0.00646065	$8,918
FAD 11	$0	1.0000	100%	$0	0.00861420	$0
Totals	$1,883,392,977			$2,104,544,500		$18,128,975

Current Year Levy =	$ 18,128,975	5.92%	Weighted Assessment =	2,104,544,500
			Revenue Limit =	$18,128,975
			Residential Rate =	0.00861420
			2018 res rate	0.00843103
Total Assessment	$2,039,471,550			

CITY OF PORT COLBORNE
2019 SUMMARY OF OPERATING BUDGET CHANGES

2018 Tax Levy			17,116,395	
Operations				
Salaries/Wages - Full time	2.04%	349,563		
Salaries/Wages - Part time	0.28%	47,273		
Benefits	1.84%	314,849		
Utilities/Telephone	-0.18%	(30,559)		
Library	0.19%	32,010		
Other net costs	0.51%	87,206		
Change in Debentures	0.00%	500		
New revenues	-1.33%	(228,310)		
			572,532	
2019 Operating Levy			17,688,927	3.34%
Other Unexpected Costs				
Loss of Revenues	0.33%	56,500		
Operations Centre Debt Reserve	0.67%	114,094		
			170,594	1.00%
			17,859,521	4.34%
Operations Centre Debt-final amount			(114,094)	
Proposed 2019 Base Tax Levy			**17,745,427**	3.68%
Storm Sewer Budget			(185,425)	-1.08%
Proposed 2019 Tax Levy			**17,560,002**	2.59%
Capital Levy (Amortization-PSAB)			257,000	1.50%
Funding New Operations Centre -remaining debenture (2019 levy)			114,094	0.67%
Tax Levy with Capital Levy increase and final Operations Centre Debt amount			**17,931,096**	4.76%
Additional staffing/services			236,879	1.38%
Reduction to Capital Levy			(39,000)	
Proposed 2019 Tax Levy			**18,128,975**	5.92%

NOTE: The Tax Levy increase DOES NOT necessarily translate into a tax increase to the ratepayer. The overall tax is dependent on a properties assessment and the Region/School tax rates which the City has no control over other agencies tax policies.

CITY OF PORT COLBORNE
2019 BUDGET
FUNDING CAPITAL AMORTIZATION
FUNDS TRANSFERRED TO CAPITAL PROJECTS

Traditional Allocation of Budgeted Capital Funds		2018 budget	2019 Est Cost	Capital Levy Funds	Reserve Funds	Grant Funds	Defer Funding	
Sidewalk Replacements	Annual allocation	100,000	132,800	125,000	7,800			Includes Westwood Estates Phase 1 sidewalk construction
Road Resurfacing Program	Annual allocation	1,130,810	1,143,650	429,055		714,595		Fed Gas Tax 2019- Roads
Road Resurfacing Program	Fed Gas Tax $622,000 OCIF $129,755	(751,755)						
Council	Downtown CIP-Phase 1 Clarence St West St to Catharine St		4,000,000			1,176,940		Ontario Community Infrastructure Fund (OCIF) Grant Application pending
Council	Downtown CIP-Phase 1 Clarence St West St to Catharine St					324,300	378,760	OCIF Formula Grant Funding 2019/2020
Council	Downtown CIP-Phase 1 Clarence St West St to Catharine St					217,900	150,000	Fed Gas Tax 2019/2020 - Roads
Council	Downtown CIP-Phase 1 Clarence St West St to Catharine St					52,100	100,000	Ontario Municipal Partnership Fund (OMPF) Grant
Council	Downtown CIP-Phase 1 Clarence St West St to Catharine St			200,000			200,000	2020 Capital Levy
Council	Downtown CIP-Phase 1 Clarence St West St to Catharine St						1,200,000	Water Wastewater Budget
Road Resurfacing Program	Roads Debenture	34,567	34,567	34,567				debenture cost for roads
Vehicles and Equipment	Annual allocation	335,000	350,000	350,000				
Museum	unfunded museum building renovations	6,000	6,000	6,000				funding year 4 of 4 years
Museum	Photocopier		5,000	5,000				
Museum	Cedar shingles		10,000	10,000				Treatment and repairs
Museum	Building equip/repairs	10,000	10,000	10,000				museum lump sum $15,000 each year
Museum	Shelving/Art Rack Heritage Resource Building	10,000	25,000	15,000	10,000			
Museum	Replace 2 HVAC units	10,000	20,000	10,000	10,000			Replace 2nd HVAC unit along with the original 2018 budgeted HVAC unit
Museum/Library	Security Cameras		15,000		15,000			Security for the grounds-$5,000Library res/$7,000 cultural res
Library	Library capital	35,000	35,000	35,000				per library capital budget
Library	increase to capital budget-accessible washrooms/security	15,000	15,000	15,000				Enabling Accessibiliy Fund Grant - $29,402
IT	Annual allocation for computers	60,400	86,150	86,150				
IT	New Server Rack	3,000	3,000		3,000			
IT	Access Control Door Reader for Server Room	2,000	2,000		2,000			Secure acces to the IT servers and equipment
IT	Monitor for first floor Comm Room		3,500		3,500			
Facility Maintenance	Roselawn - annual allocation	100,000	100,000	100,000				
Facility Maintenance	Roselawn		5,500	5,500				New kitchen windows and raised roof repairs
Facility Maintenance	Roselawn		20,000	20,000				Main theatre entrance roof replacement
Facility Maintenance	Roselawn		8,500	8,500				Replace the Public Annoucement (PA) Speaker System
Facility Maintenance	Vimy Park Washroom building		4,000	4,000				Replace roof with metal roof
Facility Maintenance	Lions Field Hydro Panel		5,000	5,000				Install an exterior hydro panel with timer
Facility Maintenance	Lions Field Roof Replacement-metal panels		31,200		31,200			pending roof tender
Facility Maintenance	Lions Field Building		2,500	2,500				Replace exhaust filters and grease trap for compliance
Facility Maintenance	HarbourMaster Building	24,500	24,500		24,500			siding complete/skirting replaced/deck structure and boards replaced
Facility Maintenance	Humberstone Centennial Park		17,400		17,400			replace south side large older pavilion roof - metal roof
Facility Maintenance	HH Knoll Park		16,500		16,500			replace old band shell roof with original cedar shingles
Facility Maintenance	Ice Box Facility - Steel roof and gutter replacement		30,000		30,000			fund over two years 2016 and 2017 (requires assessment)
Facility Maintenance	VHWC - Lighting upgrades		23,000		23,000			replace 400 watt metal halide to beacon LED-energy/maint savings
Facility Maintenance	VHWC - Lighting-$50,000 (grant $25,000)	25,000	50,000		25,000	25,000		change all T5 light tubes to LED light tubes-payback in 6 months
Facility Maintenance	VHWC - Lighting upgrades		50,000			50,000		Federal Gas Tax
Facility Maintenance	VHWC - Main entrance pylon sign		9,000				9,000	rebuild the sign including design, if required
Facility Maintenance	VHWC - Washroom and Dressing room tiles		7,500	7,500				Replacement of 2 rooms per year @ $3,750 per room
Facility Maintenance	VHWC - Insulating ductwork		4,600	4,600				in the Bocce Club area
Facility Maintenance	VHWC - Insulating ductwork		16,500	16,500				in Rink 1 area-could be done in 2020

CITY OF PORT COLBORNE
2019 BUDGET
FUNDING CAPITAL AMORTIZATION
FUNDS TRANSFERRED TO CAPITAL PROJECTS

Traditional Allocation of Budgeted Capital Funds		2018 budget	2019 Est Cost	Capital Levy Funds	Reserve Funds	Grant Funds	Defer Funding	
Facility Maintenance	VHWC - Insulating drain pipes		2,200	2,200				underside of the central roof gutter system to prevent condensation
Facility Maintenance	VHWC - Upgrade heat trace system in Central Roof gutter-updated cost		20,000	20,000				prevention of snow and ice build up on the roof
Facility Maintenance	VHWC - Roof Access Ladders to upper roof-updated cost		24,000	24,000				manufacture and install proper roof access ladders
Facility Maintenance	VHWC - fall arrest cable system-updated cost		46,000	46,000				Fall arrest protection on the roof
Facility Maintenance	VHWC - Fitness & Gymnasium areas water drips		10,000	10,000				fabricate/install an interior gutter cover to capture drips along central roof
Facility Maintenance	VHWC		5,000	5,000				Remote monitoring system for the Stand-by generator and sewage pumps
Facility Maintenance	Sherkston Community Centre - Roof Repairs		12,000		12,000			new flashing-leaking into the attic
Facility Maintenance	Sherkston community Centre		7,500	7,500				remove chimney & fix roof/new hot water tank/replace sewer vent pipe
Facility Maintenance	Bethel Community Centre-roof		51,000		51,000			Heritage engineer inspection and roof replacement
Facility Maintenance	Bethel Community Centre-added		16,000				16,000	Furnace replacement & hazardous material removal in area-2020/2021
Facility Maintenance	Animal Shelter		2,500	2,500				Air Exchanger
Facility Maintenance	Animal Shelter		4,000	4,000				Replace steel canine access doors
Facility Maintenance	City Hall		20,000	20,000				upgrades to 6 year old HVAC units
Facility Maintenance	City Hall - Replacement of Windows over 3 years		45,000	45,000				2019 - 3rd floor/ 2020 - 2nd floor $40,000/ 2021 - 1st floor $40,000
Facility Maintenance	City Hall-updated cost		12,000	12,000				Fall arrest protection on the roof
Facility Maintenance	City Hall		10,000	10,000				Flat roof area patched & vents installed to prevent condensation leaking
Facility Maintenance	City Hall		50,000	50,000				Accessible doors for all floors including washrooms
Facility Maintenance	City Hall bus shelter vestibule		2,500		2,500			Install an exhaust fan to clear the air (transit reserve)
Facility Maintenance	City Hall		5,000	5,000				Remote monitoring system for the Stand-by generator and sump pumps
Facility Maintenance	Fire Hall		5,000	5,000				Remote monitoring system for the Stand-by generator and sewage pumps
Facility Maintenance	Fire Hall		5,000	5,000				Replace sewage pumps which have failed
Facility Maintenance	Marina Building		13,000	13,000				Replace lower flat roof and repair wall and ceiling areas
Facility Maintenance	Marina Retail Building		2,500	2,500				Back Flow preventor for water supply
Facility Maintenance	Market Square Parking Lot		6,000	6,000				Replace East side hydro box enclosure
Facility Maintenance	other facility costs-updated cost		25,700	16,188			9,512	
Engineering/Parks	Public Transit Infrastructure Fund Program-$193,000		193,000		96,500	96,500		upgrade/refurbish existing network of trails as approved by Council
Community & Econ Dev	Canada Summer Games 2021	7,500	7,500	7,500				2nd year of 4 yr commitment to Sport Tourism Capital Reserve - $30,000
Parks and Recreation	West St Electrical Infrastructure for Canal Days		15,000	5,000			10,000	fund over 3 years-1st of 3 years
Parks and Recreation	Overholt Cemetery		10,000	10,000				replacement of concrete headstone bases-$1,000 x 10 per year
Parks and Recreation	new solar park lighting (funding Parks reserve)		45,000		45,000			9,000 each for 5 parks-2 in 2013-1 in 2014/2015/2016
Parks and Recreation	Replace Field Bleachers		28,550		28,550			Field Bleachers at Westside fields/Vimy Complex/Lannan complex
Parks and Recreation	Tennis Court Resurface and top coat - West side courts		60,000		60,000			Fund from Facility Reserve
Nickel beach	Water Supply and Washroom Upgrades	50,000	50,000		50,000			Future Washroom/Changeroom Upgrades to reserve
Nickel beach	Security Cameras		6,300	6,300				Cureently no security cameras-placement for main entrance
Nickel beach	Park Furniture		14,000	14,000				Picnic Tables
Nickel beach	Park Furniture		15,000	15,000				Waste Receptacles
Nickel beach	Park Furniture		1,000	1,000				Accessible Beach Mat
Nickel beach	Capital Reserve Fund		25,000	25,000				annual allocation to capital reserve for Nickel Beach
Marina	Hydro Pedestals	15,000	15,000	15,000				replace old pedestals - 10 units @ $1,500
Marina	Chains and Anchors on Docks 2	65,000	10,000	10,000				inspect and replace
Marina	Walkway Lights along West and East Main Run		12,000		12,000			replace walkway lights with LED energy efficient lighting
Marina	Boat Launch Ramp		15,000		15,000			Concrete required between the ramps existing concrete slabs
Marina	Dredging of marina area	100,000	300,000		300,000			includes $50,000 in 2018 budget
Vale Health&Wellness centre	2 - 70" monitors for promotion and tournament stats		10,000			10,000		donation from Golden Puck Hockey over 2 years
Vale Health&Wellness centre	Rink 1 Removable Stairs	23,000	23,000		23,000			to accommodate rec programming in summer months
Vale Health&Wellness centre	VHWC & Ops Centre-Software for Monitors connectivity	5,150	12,000	6,850	5,150			SCALA Systems Software
Sherkston Community Centre	unfunded renovations	5,000	5,000	5,000				funding year 4 of 4 years
City Hall	Customer Service Renovations - $125,000 to $175,000-added		175,000		175,000			phone system/front counter upgrades/sotware/hardware/furniture (capital reserve)
City Hall	replace portions of carpeting/painting etc	10,000	10,000	10,000				
City Hall	Generator automatic transfer switch upgrade		44,000		44,000			see memo for explanation
Fire Dept	bunker gear replacement/helmets	19,000	13,600	13,600				
Fire Dept	Annual Fire Equipment	25,000	20,000	20,000				replace fire and safety equipment
Fire Dept	Emergency Vehicle Lighting		20,000	20,000				New MTO requirements to add blue lights
Fire Dept	Fire Fighter Memorial		30,000				30,000	Memorial site at Fire Station
Fire Dept	Fire Station Upgrades		6,400	6,400				Painting/carpets/security system upgrades
Fire Dept	Hydraulic Rescue Equipment		75,000	75,000				
Fire Dept	Self Contained Breathing Apparatus (S.C.B.A)		450,000				450,000	2020 expenditure-see Option 1a
Fire Dept	Engine No. 2 Replacement		550,000				550,000	2021/2022 replacement by new debenture or possible matured fire debenture

CITY OF PORT COLBORNE
2019 BUDGET
FUNDING CAPITAL AMORTIZATION
FUNDS TRANSFERRED TO CAPITAL PROJECTS

Traditional Allocation of Budgeted Capital Funds		2018 budget	2019 Est Cost	Capital Levy Funds	Reserve Funds	Grant Funds	Defer Funding	
Marina	Mitel Phone system addition		1,900	1,900				
Marina	Dock Float Replacements-16 floats per year		5,500	5,500				annual amount to replace 16 floats per year
Marina	Boat Ramp Pay & Display Machine		10,000	10,000				Replace one existing machine
Marina	High Speed Diesel Pump		20,000	20,000				replacement of existing old pump
Marina	Service Boat Replacement		5,000	5,000				current boat has reached its end of lifecycle
Marina	Security Cameras		9,450	9,450				3 additional cameras for boat storage and parking area
Marina	Waste Receptacles		15,000	15,000				replace 20 waste containers
Marina	Dock System-expand existing docks in lagoon		20,000	10,000		10,000		Funding from Conservation Club in 2018 $10,000
Traffic Signals	Welland/Clarence-power supply cabinet	4,000						Main St Revitalization Fund $6,000/$10,000 cost
Museum	Timber Cabin	10,000						Year 3 - $10,000/yr for 3 yrs plus Fundraising over 5 years
Corporate Services	New Financial Software	23,700						Virtual City Hall - Citizen Self-Service Suite
Facility Maintenance	Roselawn-Fire systems update to meet fire code	11,285						
Facility Maintenance	VHWC-Fire systems update to meet fire code	21,535						
Facility Maintenance	VHWC-Electrical Surge Protection	5,000						electrical surges damaged equipment
Facility Maintenance	Facilities-Fire systems update to meet fire code	25,000						City Hall/Marina/Bethel and Sherkston Comm Centres
Engineering	GIS Technician-computer and monitors	5,400						
Engineering	Faciltiy Maint staff computer hardware	5,000						
Engineering	Pleasant Beach waste collection enclosure	7,000						
Parks	Emergency park signs	2,500						
Parks	Sunset Park	75,000						playground equipment
Parks	HH Knoll Park	15,000						replace retaining wall and stairs
Nickel beach	mobile beach wheelchairs	15,000						$3,000 x 5 chairs
Marina	Fire extinguisher cabinets for docks	2,660						
Marina	Lighting to picnic dock on East Main Run	3,500						
Marina	Fencing-600 ft	11,600						storage area in parking lot
Vale Health&Wellness centre	Sports Wall of Fame	2,500						
IT	Network Monitoring/Patch Mgmt Software	5,000						
IT	Desktop Imaging/Appl Pkg Software	3,000						
Fire Dept	Fire Computer Program Software	12,000						includes annual maintenance fee
Fire Dept	Hose and Nozzle Replacements	20,000						Hose $15,000 Nozzles $5,000
Fire Dept	Fire Station Upgrades	14,000						carpets/painting/appliances/dorms/chairs/tables
Capital Reserve		166,408						
	Total Budgeted Capital Funds	1,940,260	9,077,467	2,158,260	1,138,600	2,677,335	3,103,272	0-310-71335-3410 $2,108,260 plus OMPF funds $52,100 Downtown Roads CIP 0-700-81410-3541 $50,000 Library
	Future Capital Amortization			(218,000)				
	Funds Available in Library capital levy			(35,000)			9,077,467	
	Funds Available in capital levy			(1,905,260)				
	(Unallocated capital funding)			-			5,974,195	

NOTE: Amortization for the City's operations capital assets amounts to $4,281,049 of which the City levys $2,197,260 plus OCIF Funds of $404,300 and Federal Gas Tax funds of $555,335.
The total allocation for capital amounts to $3,156,895 with a shortfall in covering capital amortization in the amount of $1,124,154.
Based on the above annual increases to capital levy of $257,000 (or a 1.5% annual levy increase), the shortfall to amortization will take approximately 4.5 years to reach amortization costs.

CITY OF PORT COLBORNE
FEDERAL GAS TAX REVENUES
2019

Available in Reserve Fund at Dec 31 2015		275,386	
2016 Funds Available		560,148	
Projects to be completed (Reserve Fund)			
- Roads	(585,585)		
- Traffic Signals	(104,552)		
- Traffic Signals (unspent funds from other projects)	(58,814)	(748,951)	
- Unexpended funds		86,583	
Interest		3,441	
Available in Reserve Fund at Dec 31 2016		90,024	
Balance in Reserve			
- Facility LED Lighting	50,000		
- Unallocated funds	40,024		
		90,024	
Legacy Fund Received		9,917	
2017 Funds Available		560,148	
		660,089	
- Roads	(538,000)		
- Sidewalk Replacement (Lakeshore Road West)	(18,437)		
		(556,437)	
- Unexpended funds		103,652	
- Interest		1,686	
Available in Reserve Fund at Dec 31 2017		105,338	
Balance in Reserve			
- Facility LED Lighting	50,000		
- Unallocated funds	55,338		
		105,338	
2018 Funds Available		586,822	
		692,160	
- Roads	(622,000)		
- Facility LED Lighting	(50,000)		2019 project
		(672,000)	
- Unexpended funds		20,160	
2019 Funds Available		555,335	
		575,495	
- Roads	405,495		2019 project
- Downtown CIP Roads	170,000		2019 project

Funds Available from 2018	
Roads	357,000
Facility LED Lighting	50,000
Unexpended-allocate to Roads	20,160
	427,160
Funds Available from 2019	555,335
	982,495
Roads	714,595
LED Lights	50,000
Downtown CIP	47,900
Downtown CIP Roads	170,000
	982,495

CITY OF PORT COLBORNE
ONTARIO MUNICIPAL PARTNERSHIP FUND

	2011	2012	2013	2014	2015	2016	2017	2018	2019
Ontario Municipal Partnership Fund	2,438,600	2,446,900	2,384,000	2,345,900	2,345,900	2,345,900	2,345,900	2,345,900	2,345,900
Ontario Municipal Partnership Fund - New	8,300	(62,900)	(38,100)	247,300	341,800	426,200	454,200	440,300	392,400
	2,446,900	2,384,000	2,345,900	2,593,200	2,687,700	2,772,100	2,800,100	2,786,200	2,738,300
Funds applied to tax levy	2,446,900	2,384,000	2,345,900	2,345,900	2,345,900	2,345,900	2,345,900	2,345,900	2,345,900
Funds applied to levy during budget									
	0	0	0	247,300	341,800	426,200	454,200	440,300	392,400
- Tax Appeal Outstanding									
Recommended allocation of OMPF									
- Downtown CIP Phase 1									(52,100)
- one time projects				(133,000)	(203,000)	(140,000)	(287,320)	(440,300)	(340,300)
- new capital projects				(114,300)	(138,800)	(286,200)	(166,880)		
Funds Available	0	0	0	0	0	0	0	0	0

Recommendation

- staff recommend that the OMPF funding at the 2018 level of $2,345,900 be applied to the general operations budget as grant revenue for its intended purpose of assessment equalization
- staff recommend that the increased OMPF funding of $440,300 be applied to fund the unfunded capital amortization or one time expenditures (new capital or initiatives)