

**2015 PRELIMINARY BUDGET
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	Mover: Councillor S. Butland Seconded: Councillor R. Romano	
	Resolved that the preliminary 2015 budget be received as information.	
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City of Sault Ste. Marie

**2015 PRELIMINARY BUDGET
PRESENTATION TO COUNCIL
JANUARY 26, 2015**

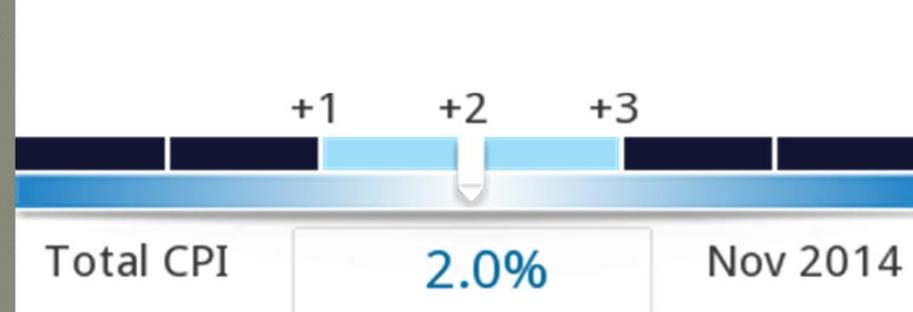
2015 OPERATING BUDGET PROCESS

	DATE
EMPLOYEE COMPLEMENT VERIFIED BY DEPARTMENTS. SALARY/BENEFIT BUDGET ESTABLISHED BY FINANCE.	AUGUST/SEPTEMBER
DEPARTMENT BUDGET FOR NON-SALARY ITEMS AND REVENUES, CAPITAL FROM CURRENT AND OPERATING INCREASE REQUESTS SUBMITTED	MID-OCTOBER
FINANCE DEPARTMENT REVIEW AND ADJUSTMENTS	NOVEMBER
PRELIMINARY BUDGET COMPLETED AND REVIEWED BY DEPARTMENTS	DECEMBER
PRELIMINARY BUDGET PRESENTED TO COUNCIL	JANUARY

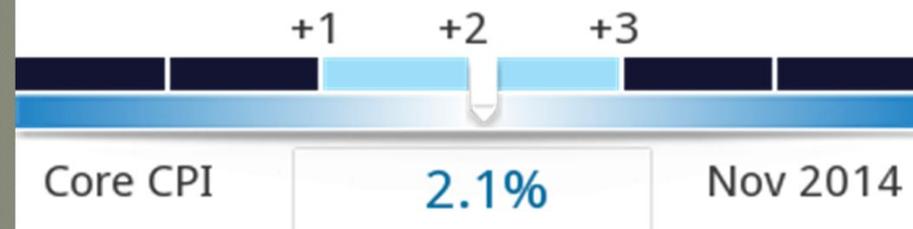
INFLATION INDICATORS

Key Indicators

Inflation-Control Target



Operational Guide



Bank of Canada, www.bankofcanada.ca,
January 16, 2015

MAINTAINING SERVICES

WASTE MANAGEMENT

WINTER
CONTROL

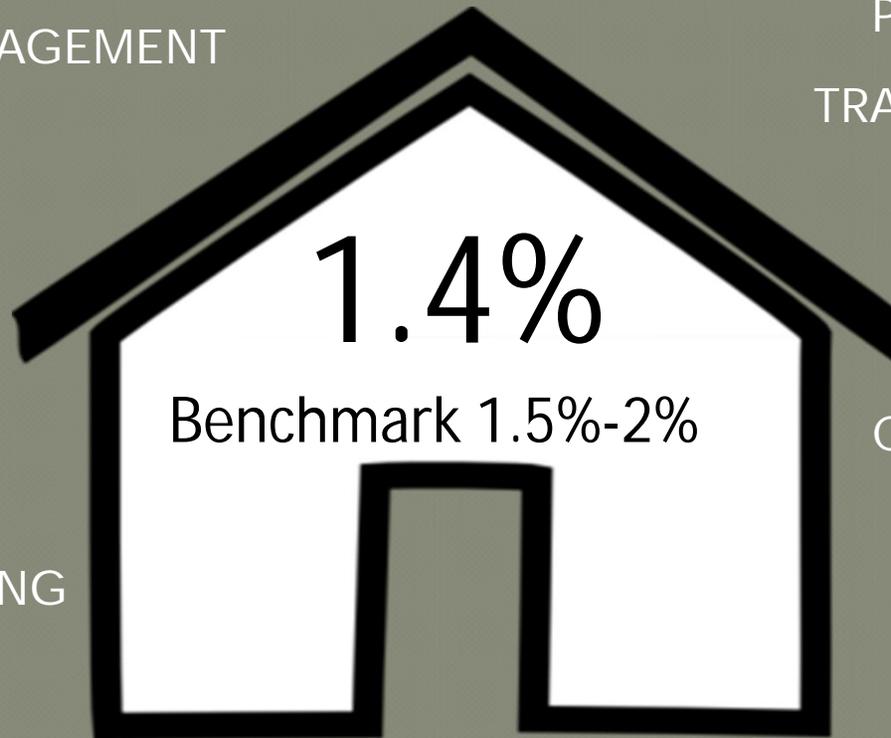
BUILDING
INSPECTION

STREET LIGHTING

CEMETERIES

CONTINGENCIES

SOCIAL SERVICES



POLICE SERVICES

TRANSIT

FIRE SERVICES

DAYCARE

COMMUNITY CENTRES

RECREATION &
CULTURE

BY-LAW
ENFORCEMENT

ROAD CONSTRUCTION

SANITARY SEWER OPERATIONS

LIBRARIES

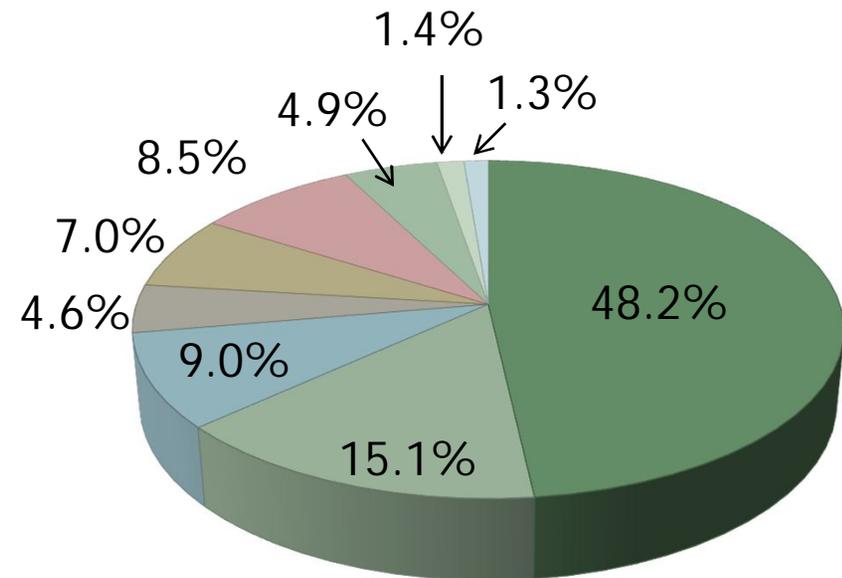
MAINTAINING SERVICES

- **Streetlighting** +753,050
- **Insurance Deductible** +\$100,000
- **Capital from Current** +\$100,000
- **Municipal Daycare**
 - Interim Savings – \$378,475
- **Cellphone Service Savings** -\$71,300
- **Fuel Usage** Neutral

2015 Gross Operating Budget by Major Types of Expenditures

Total Gross Expenditures : \$185.6 million (0.74% increase from 2014)

- Salaries & Benefits [48.2%] *
- Transfers to Reserves and Capital Funds [15.1%]
- DSSAB levy [9.0%] **
- Transfers to External Agencies [4.6%]
- Utilities Insurance and Taxes [7.0%]
- Operating and Maintenance Supplies [8.5%]
- Purchased and Contracted Services [4.9%]
- Financial Expenses [1.4%]
- Long Term Debt Principle & Interest Payments [1.3%]



*Contract expire in early 2015, 0% reflected until settlement determined

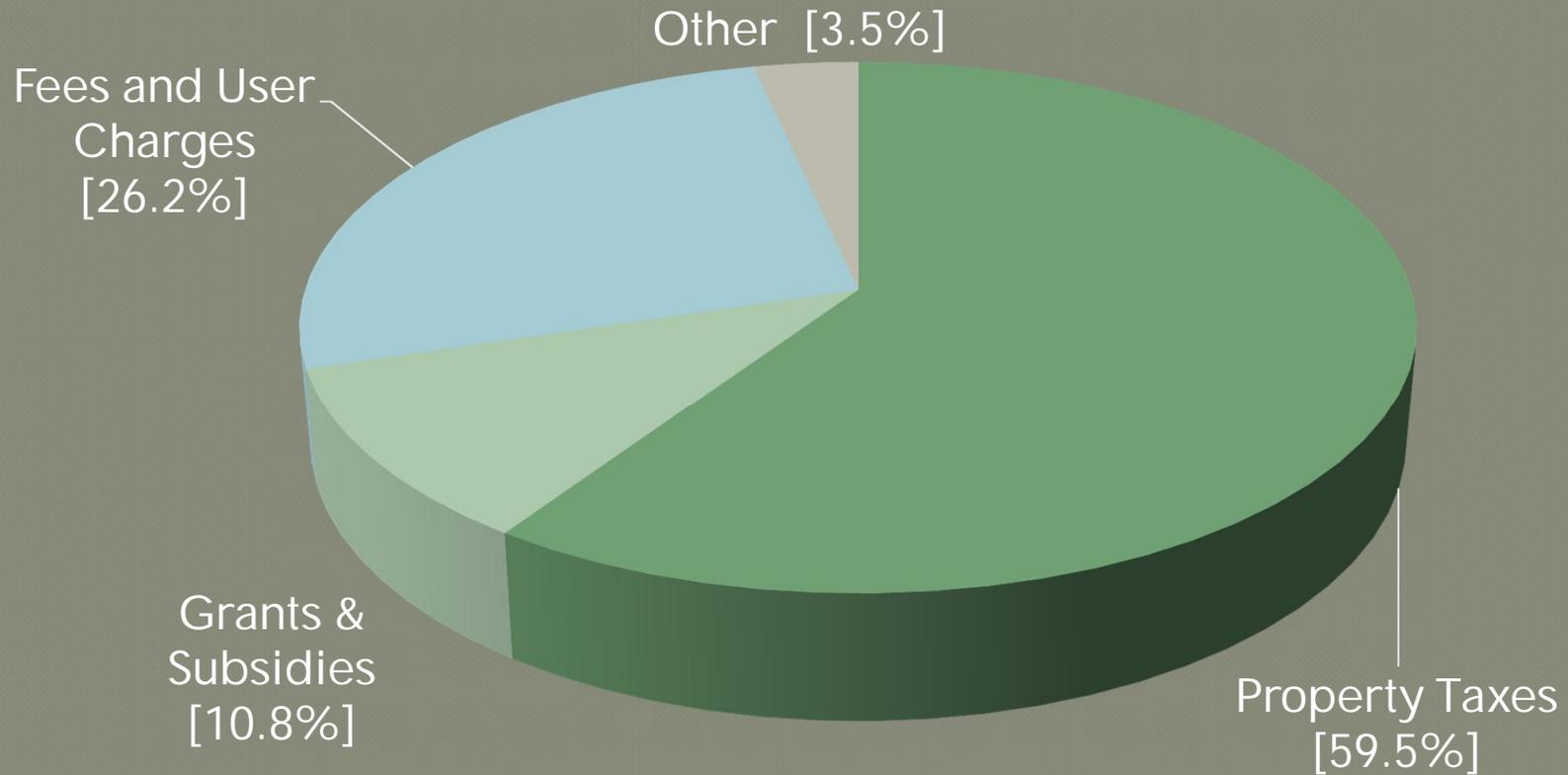
**Reflects 2014 levy as 2015 not yet received

LEVY BY DEPARTMENT

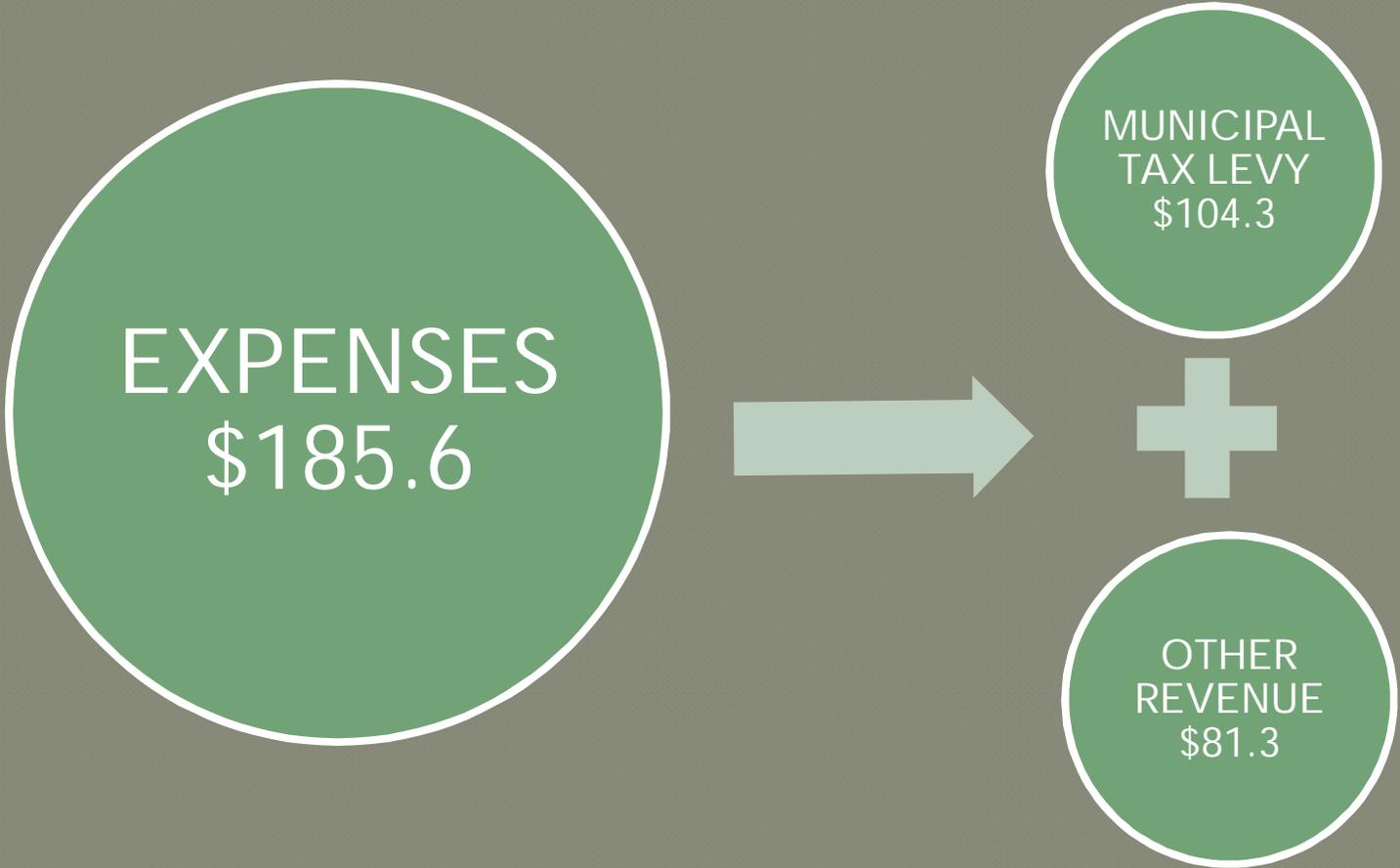


How Will We Fund the Total Expenditures?

Total Gross Revenue: \$185.6million



TAX LEVY (millions)



2015 Levy Increase 4.6%

1.4%

- **MAINTAINING SERVICES**

- Contractual obligations
- Assessment appeals and changes
- Reference: slides 3-5

1.0%

- **DECREASE IN SENIOR LEVEL GOVERNMENT FUNDING**

- OMPF decrease of 5.8%
- Province-wide decrease in fund 6.4%

2.2%

- **SURPLUS USED TO REDUCE LEVY IN 2014**

- \$2,150,055 of 2013 surplus in 2014 budget (\$1.5 mill 2013 budget)
- \$0 surplus included in 2015

CAPITAL FROM CURRENT \$1,200,000 Budget Allocation

DEPARTMENT	PROJECT	AMOUNT
Community Services	McMeeken ice surfacer (1/2 funded in 2014)	\$56,000
	Memorial Tower Rehabilitation-Phase 2 Grants to be pursued for matching funding	\$89,700
	Essar Center-main heating system maintenance	\$85,000
Finance	Disaster recover plan- Phase 2	\$75,000
Fire Services	Safety support stand	\$7,500
Police Services	New Digital 911 System Upgrade	\$119,300

CAPITAL FROM CURRENT

\$1,200,000 Budget Allocation

DEPARTMENT	PROJECT	AMOUNT
Public Works and Transportation	Transit bus \$475,000 Balance from Transit Equipment Reserve	\$230,000
	Transit -Repair hoist support	\$35,000
	Transit -Repair Shop pressure washer replacement	\$15,000
	Transit-Forklift replacement	\$30,000
	Buildings- Roof leakage repair	\$15,000
	Demolition of Pipe Plant	\$90,000

CAPITAL FROM CURRENT \$1,200,000 Budget Allocation

DEPARTMENT	PROJECT	AMOUNT
Public Works and Transportation	Parks storage garage shelving	\$9,000
	Men's Locker Room-boiler replacement	\$16,000
	Pointe des Chenes campground septic system repairs	\$27,500
	Traffic-Unsupported traffic controller replacement	\$25,000
	Traffic-Opticom system Year 1 of 5 year funding	\$50,000
	Traffic control software	\$100,000
	Traffic uninterrupted power supply for signals	\$125,000

CAPITAL FROM CURRENT \$1,887,104 Reserves and Other Sources

DEPARTMENT	PROJECT	AMOUNT
Fire Services	Equipment replacement	\$70,000 Equipment Reserve
Police Services	New Digital 911 System Upgrade	\$58,000 Equipment Reserve
Public Works and Transportation	Transit bus portion from equipment reserve	\$245,000 Equipment Reserve
	Landfill-final cover/capping to sections	\$100,000 Waste Disposal Site Reserve
	Cemetery-new mausoleum	\$1,051,804 Cemetery Reserve Fund
	Cemetery chapel door, fencing and roof replacement	\$21,000 Cemetery Reserve Fund
Asset Management-facilities	Priority items required prior to plan approval	\$341,300 Asset Management Reserve

OUTSTANDING ITEMS

- District Social Services Board of Sault Ste. Marie annual levy
 - Budget at 2014 level
 - DSSAB board approval scheduled for March 19, 2015
- Algoma Public Health annual levy
 - Budget at 2014 level
 - Levy will be received by mid-February
- Supplementary Items
 - Will include only items for which Council has received a report and referred to budget
 - Summary to be presented for discussion at time for Final Budget Presentation
- 2014 Final Surplus
 - Audit currently underway

NEXT STEPS

- Final Budget meeting recommendation
April 20-21, 2015
- Tax rates based upon final budget and various options will be presented
- 2014 surplus and allocation to be approved
 - 2014 Municipal revenue increase due to assessment growth 0.62% (2013-1.71%)

City of Sault Ste Marie
CURRENT FUND
Budget Summary

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
Taxation (excluding levy)	2,660,475	2,538,400	(122,075)	-4.59%
Payment in Lieu of taxes	4,430,690	4,325,515	(105,175)	-2.37%
Fees and user charges	46,713,825	48,247,337	1,533,512	3.28%
Government grants (including OMPF)	20,629,625	19,774,255	(855,370)	-4.15%
Investment income	4,305,000	4,305,000	0	
Contribution from own funds	625,315	611,975	(13,340)	-2.13%
Other income	1,481,205	1,437,205	(44,000)	-2.97%
Prior year surplus	3,620,054	0	(3,620,054)	-100.00%
	84,466,189	81,239,687	(3,226,502)	-3.82%
EXPENDITURES				
Salaries	71,269,352	70,536,494	(732,858)	-1.03%
Benefits	19,416,407	18,920,860	(495,547)	-2.55%
	90,685,759	89,457,355	(1,228,404)	-1.35%
Travel and training	850,385	873,495	23,110	2.72%
Election	15,000	0	(15,000)	-100.00%
Vehicle allowance, maintenance and repairs	3,953,345	3,748,308	(205,037)	-5.19%
Utilities and Fuel	8,355,280	10,694,934	2,339,654	28.00%
Materials and supplies	6,874,140	6,919,573	45,433	0.66%
Maintenance and repairs	2,301,265	2,472,665	171,400	7.45%
Program expenses	140,950	121,200	(19,750)	-14.01%
Goods for resale	639,495	637,375	(2,120)	-0.33%
Rents and leases	589,390	499,386	(90,004)	-15.27%
Taxes and licenses	2,179,135	2,277,820	98,685	4.53%
Financial expenses	2,593,250	2,612,815	19,565	0.75%
Purchased and contracted services	10,500,270	9,111,960	(1,388,310)	-13.22%
Grants to others	26,051,115	25,266,875	(784,240)	-3.01%
Long term debt	3,529,895	2,362,965	(1,166,930)	-33.06%
Transfer to own funds	24,503,705	27,966,400	3,462,695	14.13%
Capital expense	762,715	816,310	53,595	7.03%
Less: recoverable costs	(338,055)	(290,131)	47,924	-14.18%
	93,501,280	96,091,950	2,590,670	2.77%
	184,187,039	185,549,305	1,362,266	0.74%
MUNICIPAL LEVY	99,720,850	104,309,618	4,588,768	4.60%

Decrease in OMPF	1,000,100	1.0%
Maintaining Services		
Contractual salary/benefit obligation, outside agency adjustments negotiations/other salary adjustments, assessment changes and appeals	1,438,613	1.4%
Levy to levy increase- no surplus for levy reduction	2,438,713	2.4%
Surplus used in 2014 budget to reduce levy	2,150,055	2.2%
Total levy increase	4,588,768	4.6%
Less: estimated assessment growth		.60%
Total Municipal Levy Increase *does not include any levy reduction with surplus		4.00%

THE CORPORATION OF THE CITY OF SAULT STE MARIE
2015 BUDGET BY DEPARTMENT AND DIVISION

	2014 (as approved) BUDGET	adjustments	2014 (after annual adjustments) BUDGET	2015	\$	%
				PRELIMINARY BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
MAYORS OFFICE	694,250	20,155	714,405	706,395	(8,010)	-1.1%
COUNCIL SPECIAL FUNDS	25,000		25,000	25,000	-	0.0%
TOTAL MAYOR & COUNCIL	719,250	20,155	739,405	731,395	(8,010)	-1.1%
ADMINISTRATION	365,040	12,200	377,240	377,610	370	0.1%
COMMUNITY PROJECTS	2,500		2,500	2,500	-	0.0%
TOTAL CAO	367,540	12,200	379,740	380,110	370	0.1%
ADMINISTRATION	733,185		733,185	751,718	18,533	2.5%
OCCUPATIONAL HEALTH	122,105	(885)	121,220	121,700	480	0.4%
DISABILITY MANAGEMENT	183,600	2,385	185,985	187,500	1,515	0.8%
CORPORATE TRAINING	32,535	(1,500)	31,035	42,150	11,115	35.8%
LEADERSHIP PERFORMANCE	35,000		35,000	26,000	(9,000)	-25.7%
EARLY RETIREMENT	311,885		311,885	303,800	(8,085)	-2.6%
EMPLOYEE ASSISTANCE PROGRAM	41,000		41,000	41,000	-	0.0%
HEALTH AND SAFETY COMMITTEE	29,000		29,000	29,000	-	0.0%
DISABLED PREMIUMS	3,565		3,565	3,565	-	0.0%
ASBESTOS PROGRAM	50,000		50,000	50,000	-	0.0%
TOTAL HUMAN RESOURCES	1,541,875	0	1,541,875	1,556,433	14,558	0.9%
ADMINISTRATION	656,775		656,775	655,570	(1,205)	-0.2%
OFFICE SERVICES	214,975		214,975	215,370	395	0.2%
QUALITY MANAGEMENT	38,250		38,250	38,250	-	0.0%
ELECTION EXPENSE	63,830		63,830	60,000	(3,830)	-6.0%
COUNCIL MEETINGS	10,000		10,000	10,000	-	0.0%
CULTURAL GRANT - WALK OF FAME	2,000		2,000	2,000	-	0.0%
RECEPTIONS	29,000		29,000	29,000	-	0.0%
TOTAL CLERKS	1,014,830	0	1,014,830	1,010,190	(4,640)	-0.5%
ACCOUNTING	957,965		957,965	961,975	4,010	0.4%
TAX	349,255		349,255	348,170	(1,085)	-0.3%
INFORMATION TECHNOLOGY	1,850,745		1,850,745	1,843,855	(6,890)	-0.4%
PURCHASING	336,520		336,520	336,850	330	0.1%
ADMINISTRATION	879,110		879,110	876,995	(2,115)	-0.2%
FINANCIAL EXPENSE - BANKING	70,000		70,000	65,000	(5,000)	-7.1%
FINANCIAL FEES	68,000		68,000	68,000	-	0.0%
FINANCIAL EXPENSE - PROPERTY TAX	2,493,070		2,493,070	2,523,120	30,050	1.2%
TOTAL FINANCE	7,004,665	0	7,004,665	7,023,965	19,300	0.3%
ADMINISTRATION	(2,205)		(2,205)	(26,060)	(23,855)	1081.9%
CITY OWNED LAND	19,000		19,000	19,000	-	0.0%
INSURANCE	1,645,000		1,645,000	1,745,000	100,000	6.1%
PROVINCIAL OFFENCES	(488,075)		(488,075)	(546,215)	(58,140)	11.9%
TOTAL LEGAL	1,173,720	0	1,173,720	1,191,725	18,005	1.5%
ADMINISTRATION	1,051,845		1,051,845	1,065,590	13,745	1.3%
SUPPRESSION	10,654,965		10,654,965	10,552,863	(102,102)	-1.0%
PREVENTION	762,630		762,630	755,334	(7,296)	-1.0%
SUPPORT SERVICES	503,670		503,670	500,306	(3,364)	-0.7%
TRAINING	38,265		38,265	47,245	8,980	23.5%

	2014	adjustments	2014	2015	2015	
	(as approved)		(after annual adjustments)		PRELIMINARY	\$
	BUDGET		BUDGET	BUDGET	Change	Change
					(2014 to 2015)	(2014 to 2015)
COMMUNICATIONS	10,900		10,900	18,100	7,200	66.1%
MUNICIPAL EMERGENCY PLANNING	102,770		102,770	102,060	(710)	-0.7%
SUMMER CAREER	23,655		23,655	23,655	-	0.0%
	13,148,700	-	13,148,700	13,065,153	(83,547)	-0.6%
EMS-CITY						
Revenue	(3,891,235)		(3,891,235)	(3,920,280)	(29,045)	0.7%
Expense	3,891,235		3,891,235	3,920,280	29,045	0.7%
EMS-GARDEN RIVER						
Revenue	(725,135)		(725,135)	(768,795)	(43,660)	6.0%
Expense	725,135		725,135	768,795	43,660	6.0%
	0	-	0	0	-	0.0%
TOTAL FIRE	13,148,700	0	13,148,700	13,065,153	(83,547)	-0.6%
EXECUTIVE	672,710	22,235	694,945	406,920	(288,025)	-41.4%
SUPPORT SERVICES	4,510,270	80,560	4,590,830	3,880,435	(710,395)	-15.5%
PATROL	11,224,185	245,560	11,469,745	11,661,290	191,545	1.7%
INVESTIGATION	4,639,695	98,480	4,738,175	4,297,595	(440,580)	-9.3%
COMMUNITY SERVICES	428,995	10,140	439,135	543,095	103,960	23.7%
ADMINISTRATION SERVICES	2,032,990	45,405	2,078,395	2,836,860	758,465	36.5%
POLICE COMMISSION	66,545	-	66,545	66,545	-	0.0%
SUMMER PROGRAM	7,514	-	7,514	17,220	9,706	129.2%
MND NORTOP	575	-	575	6,745	6,170	1073.0%
TOTAL POLICE	23,583,479	502,380	24,085,859	23,716,705	(369,154)	-1.5%
ENGINEERING DESIGN	1,854,145		1,854,145	1,835,745	(18,400)	-1.0%
ENVIRONMENTAL INITIATIVE	179,870		179,870	179,395	(475)	-0.3%
ADMINISTRATION	337,530		337,530	335,515	(2,015)	-0.6%
BUILDING SERVICES	1,389,245		1,389,245	1,376,671	(12,574)	-0.9%
BUILDING INSPECTION	(38,115)		(38,115)	(117,150)	(79,035)	207.4%
BY-LAW ENFORCEMENT	167,060		167,060	167,470	410	0.2%
PLANNING	596,105		596,105	593,815	(2,290)	-0.4%
HYDRANTS	865,840		865,840	902,600	36,760	4.2%
STREET LIGHTING	2,101,950		2,101,950	2,855,000	753,050	35.8%
SEWAGE DISPOSAL SYSTEM	4,800,000		4,800,000	4,956,000	156,000	3.3%
MISCELLANEOUS CONSTRUCTION	1,300,000		1,300,000	1,300,000	-	0.0%
TOTAL ENGINEERING AND PLANNING	13,553,630	0	13,553,630	14,385,061	831,431	6.1%
WORKS: ADMIN/SUPERVISION/OVERHEAD	3,013,995		3,013,995	2,993,555	(20,440)	-0.7%
ROADWAYS	3,013,155		3,013,155	2,992,085	(21,070)	-0.7%
SIDEWALKS	875,675		875,675	867,305	(8,370)	-1.0%
WINTER CONTROL ROADWAYS	5,767,905		5,767,905	5,836,243	68,338	1.2%
SANITARY SEWERS	1,550,860		1,550,860	1,539,830	(11,030)	-0.7%
STORM SEWERS	541,770		541,770	537,629	(4,141)	-0.8%
TRAFFIC & COMMUNICATIONS	1,690,530		1,690,530	1,683,365	(7,165)	-0.4%
CARPENTRY	529,520		529,520	601,134	71,614	13.5%
ADMINISTRATION	1,685,125		1,685,125	1,678,475	(6,650)	-0.4%
BUILDINGS & EQUIPMENT	1,974,055		1,974,055	1,979,549	5,494	0.3%
WASTE MANAGEMENT	2,426,105		2,426,105	2,445,071	18,966	0.8%
PARKS OPERATIONS	2,960,375		2,960,375	2,897,425	(62,950)	-2.1%
SCHOOL GUARDS	281,790		281,790	281,790	-	0.0%
TRANSIT	5,847,420		5,847,420	5,832,654	(14,766)	-0.3%
CEMETERY OPERATIONS	-		0	-	-	0.0%
PARKING	229,050		229,050	193,820	(35,230)	-15.4%
TOTAL PUBLIC WORKS AND TRANSPORTATION	32,387,330	0	32,387,330	32,359,930	(27,400)	-0.1%

	2014	adjustments	2014	2015	2015	
	(as approved)		(after annual adjustments)		PRELIMINARY	\$
	BUDGET		BUDGET	BUDGET	Change	Change
					(2014 to 2015)	(2014 to 2015)
CSD CENTRAL ADMINISTRATION	488,998		488,998	490,235	1,237	0.3%
RECREATION & CULTURE ADMINISTRATION	343,265		343,265	355,910	12,645	3.7%
SPORTS ADMINISTRATION	14,320		14,320	14,265	(55)	-0.4%
CANADA DAY	10,000		10,000	10,000	-	0.0%
MISCELLANEOUS PROGRAMS	20,695		20,695	20,665	(30)	-0.1%
PARKS & REC ADVISORY COMMITTEE	2,465		2,465	2,465	-	0.0%
SPORT FISHING	1,000		1,000	1,000	-	0.0%
YOUTH FRIENDLY DESIGNATION	-	13,500	13,500	-	(13,500)	-100.0%
ROBERTA BONDAR PARK	155,755		155,755	155,100	(655)	-0.4%
BELLEVUE PARK MARINA	(16,915)		(16,915)	1,835	18,750	-110.8%
BONDAR MARINA	51,145		51,145	60,300	9,155	17.9%
LOCKS OPERATIONS	51,850		51,850	35,497	(16,353)	-31.5%
SENIORS DROP IN CENTRE	295,950		295,950	296,470	520	0.2%
STEELTON SENIORS CENTRE	157,650		157,650	162,070	4,420	2.8%
HISTORIC SITES BOARD - OLD STONE HOUSE	285,365		285,365	300,960	15,595	5.5%
FACILITY ADMINISTRATION	928,937		928,937	916,570	(12,367)	-1.3%
FACILITIES-SUMMER STUDENTS	39,435		39,435	39,155	(280)	-0.7%
JOHN RHODES COMMUNITY CENTRE	1,338,475		1,338,475	1,343,845	5,370	0.4%
GRECO POOL	42,885		42,885	44,660	1,775	4.1%
MANZO POOL	20,295		20,295	20,955	660	3.3%
MCMEEKEN CENTRE	126,670		126,670	139,835	13,165	10.4%
ESSAR CENTRE	522,455		522,455	525,840	3,385	0.6%
NORTHERN COMMUNITY CENTRE	32,135		32,135	(67,350)	(99,485)	-309.6%
MISCELLANEOUS CONCESSION	13,925		13,925	6,150	(7,775)	-55.8%
MAY COURT DAY CARE CENTRE	211,855		211,855	123,065	(88,790)	-41.9%
JESSIE IRVING DAY CARE CENTRE	298,655		298,655	87,995	(210,660)	-70.5%
HOLY FAMILY BEST START	(7,550)		(7,550)	(33,993)	(26,443)	350.2%
DAY CARE-ACCOMODATION	52,580		52,580	-	(52,580)	-100.0%
TOTAL COMMUNITY SERVICES DEPARTMENT	5,482,295	13,500	5,495,795	5,053,499	(442,296)	-8.0%
EMERGENCY FUND	5,000		5,000	5,000	-	0.0%
ISAP-IMMIGRATION PROGRAM	-		0	-	-	0.0%
ACCESSIBILITY	220,830		220,830	220,005	(825)	-0.4%
DSSAB LEVY AND ADMINISTRATION	15,966,305		15,966,305	15,948,582	(17,723)	-0.1%
DSSAB CONTRACTED SERVICES						0.0%
Revenue	(8,366,480)		(8,366,480)	(8,111,025)	255,455	-3.1%
Expense	8,366,480		8,366,480	8,111,025	(255,455)	-3.1%
Net	0		0	0	-	0.0%
TOTAL SOCIAL SERVICES	16,192,135	0	16,192,135	16,173,587	(18,548)	-0.1%
PUBLIC HEALTH OPERATIONS	2,198,770		2,198,770	2,198,770	-	0.0%
OUTSIDE AGENCIES	4,422,035	(13,500)	4,408,535	4,483,805	75,270	1.7%
QUEENSTOWN - BIA	165,000		165,000	-	(165,000)	-100.0%
ECONOMIC DEVELOPMENT CORPORATION	1,902,470		1,902,470	1,902,470	-	0.0%
EDF BUDGET	500,000		500,000	500,000	-	0.0%
PHYSICIAN RECRUITMENT	-		0	-	-	0.0%
TOTAL OUTSIDE AGENCIES & GRANTS TO OTHERS	9,188,275	(13,500)	9,174,775	9,085,045	(89,730)	-1.0%
CORPORATE FINANCIAL	(35,039,954)	(534,735)	(35,574,689)	(29,705,425)	5,869,264	-16.5%
CAPITAL LEVY AND LONG TERM DEBT	9,403,080		9,403,080	8,282,245	(1,120,835)	-11.9%
TOTAL CORPORATE FINANCIALS	(25,636,874)	(534,735)	(26,171,609)	(21,423,180)	4,748,429	-18.1%
TOTAL MUNICIPAL LEVY	99,720,850	0	99,720,850	104,309,618	4,588,768	4.6%

City of Sault Ste Marie
MAYOR & COUNCIL
Budget Summary

Department	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	477,540	478,585	1,045	0.22%
Benefits	60,130	63,380	3,250	5.40%
	537,670	541,965	4,295	0.80%
Travel and training	68,710	68,710	0	
Vehicle allowance, maintenance and repairs	36,030	36,030	0	
Materials and supplies	65,645	53,340	(12,305)	-18.74%
Maintenance and repairs	250	250	0	
Purchased and contracted services	6,100	6,100	0	
Grants to others	25,000	25,000	0	
	201,735	189,430	(12,305)	-6.10%
	739,405	731,395	(8,010)	-1.08%
	=====	=====	=====	=====
TAX LEVY	739,405	731,395	(8,010)	-1.08%



MAYOR & COUNCIL: MAYOR'S OFFICE

2015 OPERATING
BUDGET

Cost Centre

100-1000

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	477,540	478,585	1,045	0.22%
Benefits	60,130	63,380	3,250	5.40%
	537,670	541,965	4,295	0.80%

Travel and training	68,710	68,710	0	
Vehicle allowance, maintenance and repairs	36,030	36,030	0	
Materials and supplies	65,645	53,340	(12,305)	-18.74%
Maintenance and repairs	250	250	0	
Purchased and contracted services	6,100	6,100	0	
	176,735	164,430	(12,305)	-6.96%

	714,405	706,395	(8,010)	-1.12%
=====				
TAX LEVY	714,405	706,395	(8,010)	-1.12%

Full Time Positions	2.0	2.0	-
Part Time Hours	610.0	610.0	-

Operating Budget Summary

The Office of the Mayor consists of two full-time employees, the Assistant to the Mayor and the Community Engagement Assistant. A summer student is required for summer vacation coverage. Council Honorarium and benefit budgets were adjusted in 2014 by Finance to reflect actual costs.

- Key factors in the operation of the Mayor's Office are
- fostering excellent public relations
 - assisting the public, businesses and agencies in accessing city staff and services
 - providing efficient and timely customer service

This office will continue to serve the Mayor, City Council, staff and the community with courteous and professional service.



MAYOR & COUNCIL: COUNCIL SPECIAL FUNDS

2015 OPERATING
BUDGET

Cost Centre	105-1010			
	2014 BUDGET	2015 BUDGET	\$ Change (2014 to 2015)	% Change (2014 to 2015)
REVENUE				
EXPENDITURES				
Grants to others	25,000	25,000	0	
	25,000	25,000	0	
	25,000	25,000	0	
TAX LEVY	25,000	25,000	0	

Operating Budget Summary

These special Funds were established during the 2008 Budget.

Conference & Events \$ 20,000.
Community Development 5,000.

City of Sault Ste Marie
CHIEF ADMIN OFFICER
Budget Summary

Department	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	284,265	286,675	2,410	0.85%
Benefits	67,915	66,175	(1,740)	-2.56%
	352,180	352,850	670	0.19%

Travel and training	10,215	9,215	(1,000)	-9.79%
Vehicle allowance, maintenance and repairs	4,480	4,480	0	
Materials and supplies	12,365	13,065	700	5.66%
Maintenance and repairs	150	150	0	
Purchased and contracted services	150	150	0	
Capital expense	200	200	0	
	27,560	27,260	(300)	-1.09%

	379,740	380,110	370	0.10%
=====				
TAX LEVY	379,740	380,110	370	0.10%



CHIEF ADMINISTRATIVE OFFICER: ADMINISTRATION

2015 OPERATING
BUDGET

Cost Centres: 110-1100

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	284,265	286,675	2,410	0.85%
Benefits	67,915	66,175	(1,740)	-2.56%
	352,180	352,850	670	0.19%
Travel and training	10,215	9,215	(1,000)	-9.79%
Vehicle allowance, maintenance and repairs	4,480	4,480	0	
Materials and supplies	9,865	10,565	700	7.10%
Maintenance and repairs	150	150	0	
Purchased and contracted services	150	150	0	
Capital expense	200	200	0	
	25,060	24,760	(300)	-1.20%
	377,240	377,610	370	0.10%
TAX LEVY	377,240	377,610	370	0.10%

Full Time Positions	2.0	2.0	-
Part Time Hours	860.0	860.0	-

Operating Budget Summary
 The Office of the Chief Administrative Officer consists of 2 employees, the Chief Administrative Officer and the Assistant. A temporary employee/student is required for summer and vacation coverage throughout the year. Benefit budgets were adjusted in 2014 by Finance to reflect actual costs.
 Responsibilities include recommending policy and proposals to Council, coordination of all City Department activities, coordination of submissions of all reports and information to Council, ensure policies, decisions and directives of City Council are carried out, provide liaison with various Boards and Committees.

2015 Objectives:

- achieve 2015 budget level set by Council
- continue to review and monitor all City operations, programs and services including identifying all corporate savings, providing more efficient and productive delivery of services
- continue with implementation stage of various Objectives and activities of City's Strategic Plan quality initiatives
- continue to promote and assist on all Economic Development initiatives, including acting as resource to EDC operations with municipal staff on various project



CHIEF ADMINISTRATIVE OFFICER: COMMUNITY PROJECTS

2015 OPERATING
BUDGET

Cost Centres: 115-1150

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2015 to 2014)	Change (2015 to 2014)
REVENUE				

=====				
EXPENDITURES				

Materials and supplies	2,500	2,500	0	
	2,500	2,500	0	
	2,500	2,500	0	
=====				
TAX LEVY	2,500	2,500	0	

Operating Budget Summary

This account is used for the purposes of providing updating of decorations for the Community Day Parade float in July of each year and the Santa Claus Parade float in November of each year.

City of Sault Ste Marie
HUMAN RESOURCES DEPARTMENT
Budget Summary

Department	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	659,405	654,455	(4,950)	-0.75%
Benefits	497,925	483,573	(14,352)	-2.88%
	1,157,330	1,138,028	(19,302)	-1.67%
Travel and training	56,685	58,800	2,115	3.73%
Vehicle allowance, maintenance and repairs	1,000	1,000	0	
Materials and supplies	37,085	38,045	960	2.59%
Maintenance and repairs	4,500	4,500	0	
Purchased and contracted services	273,775	303,775	30,000	10.96%
Capital expense	11,500	12,285	785	6.83%
	384,545	418,405	33,860	8.81%
	1,541,875	1,556,433	14,558	0.94%
	=====	=====	=====	=====
TAX LEVY	1,541,875	1,556,433	14,558	0.94%



HUMAN RESOURCES: ADMINISTRATION

2015 OPERATING BUDGET

Cost Centre 120-1200

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	483,950	493,135	9,185	1.90%
Benefits	137,590	133,968	(3,622)	-2.63%
	621,540	627,103	5,563	0.90%

Travel and training	13,215	15,715	2,500	18.92%
Materials and supplies	22,970	23,430	460	2.00%
Maintenance and repairs	1,000	1,000	0	
Purchased and contracted services	56,685	81,685	25,000	44.10%
Capital expense	2,000	2,785	785	39.25%
	95,870	124,615	28,745	29.98%

	717,410	751,718	34,308	4.78%
=====				
TAX LEVY	717,410	751,718	34,308	4.78%
Full Time Positions	6.0	6.0	-	
Part Time Hours	1,220.0	1,220.0	-	

Operating Budget Summary

Department Head and Manager of Human Resources conduct negotiations and administer collective agreements, ensure hiring function is provided, consistent with City Policy and the needs departments. Department Head carries out labour relations, job postings, promotions with bargaining units, directs corporate training and seniority administration. Administration staff maintains employee document's, ensure proper benefit coverage, prepares and submits data for pensions, compensation, disabilities and death claims as well as accurate reporting of pension contributions.

OBJECTIVES

- ensures satisfactory resolution of collective agreements
- provides testing for prospective candidates for various employment fields
- hire, promote suitable qualified employees
- to ensure provision of benefits, i.e. pensions, disability, compensations
- provide orientation to new employees
- to administer the requirements at various legislated changes, i.e. duty to accommodate (Human Rights)
- administration of Non Union and Local 67 Job Evaluation systems



HUMAN RESOURCES: HEALTH & SAFETY

2015 OPERATING BUDGET

Cost Centre

120-1210

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	83,645	83,785	140	0.17%
Benefits	22,410	21,750	(660)	-2.95%
	106,055	105,535	(520)	-0.49%

Travel and training	10,000	11,000	1,000	10.00%
Vehicle allowance, maintenance and repairs	500	500	0	
Materials and supplies	1,165	1,165	0	
Maintenance and repairs	3,500	3,500	0	
	15,165	16,165	1,000	6.59%

	121,220	121,700	480	0.40%
=====				
TAX LEVY	121,220	121,700	480	0.40%

Full Time Positions	1.0	1.0	-
Part Time Hours	-	-	-

Operating Budget Summary

Overview of Activities:

- | | |
|--|--|
| <ul style="list-style-type: none"> - Preparation of policies, reports, recommendations re: Health Safety Act - Review developments in Health & Safety Law and current practices - Coordinate activities of Health & Safety Committees and E.A.P - Liaison with outside agencies (i.e. Ministry of Labour, I.A.P C.S.A.O., M.H.S.A.) - Reduction of accidents and illnesses potential on City wide basis - Deliver specific Health and Safety workshops | <ul style="list-style-type: none"> - Monitoring of policies and safety training programs - Control of Workplace Hazardous Material Information System Program - Give advise and direction regarding Health and Safety Programs - Inspection, accident investigations and recommendations to workplace parties - Focus upon accident prevention policies & practices |
|--|--|



HUMAN RESOURCES: DISABILITY MANAGEMENT

2015 OPERATING
BUDGET

Cost Centre 120-1215

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	77,410	77,535	125	0.16%
Benefits	21,100	20,490	(610)	-2.89%
	98,510	98,025	(485)	-0.49%

Travel and training	4,085	6,085	2,000	48.96%
Vehicle allowance, maintenance and repairs	500	500	0	
Materials and supplies	2,300	2,300	0	
Purchased and contracted services	80,090	80,090	0	
Capital expense	500	500	0	
	87,475	89,475	2,000	2.29%

	185,985	187,500	1,515	0.81%
=====				
TAX LEVY	185,985	187,500	1,515	0.81%

Full Time Positions	1.0	1.0	-
Part Time Hours	-	-	-

Operating Budget Summary
Overview of Activities:

- Develop & implement corporate "Return to Work" programs, policies and procedures
- Facilitate all aspects of returning disabled workers to the workplace for W.S.I.B. and Non-Occupational claims
- Represent City at W.S.I.B. appeals or challenges to benefit entitlement
- Liaison with W.S.I.B. disability insurance providers
- Monitor & administer W.S.I.B. Control Program
- Documentation of all case management plans and activities
- Training of employees in disability management practices
- Liaison with Non-Occupational Disability Management provider



HUMAN RESOURCES: CORPORATE RECRUITMENT & TRAINING

2015 OPERATING
BUDGET

Cost Centre

125-1250

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Travel and training	9,385	10,000	615	6.55%
Materials and supplies	650	1,150	500	76.92%
Purchased and contracted services	21,000	31,000	10,000	47.62%
	31,035	42,150	11,115	35.81%

	31,035	42,150	11,115	35.81%
=====				
TAX LEVY	31,035	42,150	11,115	35.81%

Operating Budget Summary

Corporate training focuses on training needs common across departments. Training courses will concentrate on providing employees with skills for working with the public and other general staff skill development such as computer software.

Corporate training will be driven by the objectives of the Strategic Plan and the Continuous Quality Improvement Program. To continue the primary focus upon developing a "Customer Service Based Organization" as part of the Strategic Plan. It will be a very participative corporate program involving a broad range of training initiatives from senior staff to front line supervisors and employees.



HUMAN RESOURCES: RETIREE BENEFITS

2015 OPERATING BUDGET

Cost Centre

125-1260

	2014 BUDGET	2015 BUDGET	2015 OPERATING BUDGET	
			\$ Change (2014 to 2015)	% Change (2014 to 2015)
REVENUE				
=====				
EXPENDITURES				
Benefits	311,885	303,800	(8,085)	-2.59%
	311,885	303,800	(8,085)	-2.59%
=====				
	311,885	303,800	(8,085)	-2.59%
=====				
TAX LEVY	311,885	303,800	(8,085)	-2.59%

Operating Budget Summary

This cost centre was set up to handle the payment of benefits of retirees.



HUMAN RESOURCES: EMPLOYEE ASSISTANCE PROGRAM

2015 OPERATING
BUDGET

Cost Centre

125-1265

	2014 BUDGET	2015 BUDGET	Change	
			\$ (2014 to 2015)	% (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				

Purchased and contracted services	41,000	41,000	0	
	41,000	41,000	0	
	41,000	41,000	0	
=====				
TAX LEVY	41,000	41,000	0	

Operating Budget Summary

This cost centre is a Resource Program designed to provide assistance to City employees through counseling and rehabilitation. Its function is to assist employees with person and/or health problems, which affect job performance. The aim is to detect problems early and initiate treatment promptly, so that costs of problems (lateness, absenteeism, and accidents) can be reduced.

Increase in cost due to uncontrollable increase in provider fees and increased employee usage.

NOTE: This represents the total cost of E.A.P. However, due to charge backs billed to Library, E.D.C. and Police Services the City cost is approximately \$41,000.



HUMAN RESOURCES: DISABLED PREMIUMS

2015 OPERATING
BUDGET

Cost Centre

125-1270

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Benefits	3,565	3,565	0	

	3,565	3,565	0	

	3,565	3,565	0	
=====				
TAX LEVY	3,565	3,565	0	

Operating Budget Summary

Employees receiving a Disability Waiver of Group Life Insurance premium. The City is responsible for the payment of this benefit.

The City undertook to pay this benefit directly for employees thereby avoiding administrative costs through the insurer.



HUMAN RESOURCES: LEADERSHIP PERFORMANCE

2015 OPERATING
BUDGET

Cost Centre

125-1275

	2014	2015	\$	%
	BUDGET	BUDGET	<u>Change</u>	<u>Change</u>
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				

Travel and training	10,000	6,000	(4,000)	-40.00%
Purchased and contracted services	25,000	20,000	(5,000)	-20.00%
	35,000	26,000	(9,000)	-25.71%

	35,000	26,000	(9,000)	-25.71%
=====				
TAX LEVY	35,000	26,000	(9,000)	-25.71%

Operating Budget Summary

The Corporate Strategic Plan and the NQI - Progressive Excellence Appraisal and Leadership training were objectives of the Corporation. This budget provides for on-going training for general leadership and staff development.

This budget also focuses upon Senior Staff development initiatives.



HUMAN RESOURCES: GENERAL HEALTH & SAFETY

2015 OPERATING
BUDGET

Cost Centre

125-1280

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				

Travel and training	10,000	10,000	0	
Materials and supplies	10,000	10,000	0	
Capital expense	9,000	9,000	0	
	29,000	29,000	0	

	29,000	29,000	0	
=====				
TAX LEVY	29,000	29,000	0	

Operating Budget Summary

Contingency fund for emergency Health and Safety and ergonomic expenditures, which arise during the budget year for which funds have not been allocated.

i.e. - legislated equipment/programs
 - any action required as a result of orders issued by the
 Ministry of Labour, Health and Environment and Workplace
 Safety & Insurance

Mandatory First Aid, C.P.R. training courses. This budget is administered by the Human Resources Department.



HUMAN RESOURCES: ASBESTOS PROGRAM

2015 OPERATING
BUDGET

Cost Centre

125-1290

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				
EXPENDITURES				
Purchased and contracted services	50,000	50,000	0	
	50,000	50,000	0	
	50,000	50,000	0	
TAX LEVY	50,000	50,000	0	

Operating Budget Summary
 Program to identify and remediate Asbestos in municipal buildings.

City of Sault Ste Marie
FINANCE DEPARTMENT
Budget Summary

Department	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				
Fees and user charges	279,025	280,625	1,600	0.57%
Other income	93,085	93,085	0	
	-----	-----	-----	-----
	372,110	373,710	1,600	0.43%
	=====	=====	=====	=====
EXPENDITURES				
Salaries	2,867,050	2,871,650	4,600	0.16%
Benefits	767,105	762,700	(4,405)	-0.57%
	-----	-----	-----	-----
	3,634,155	3,634,350	195	0.01%
	-----	-----	-----	-----
Travel and training	12,600	13,800	1,200	9.52%
Vehicle allowance, maintenance and repairs	1,450	1,250	(200)	-13.79%
Materials and supplies	18,435	201,585	183,150	993.49%
Maintenance and repairs	533,935	492,815	(41,120)	-7.70%
Financial expenses	2,538,070	2,563,120	25,050	0.99%
Purchased and contracted services	551,920	362,000	(189,920)	-34.41%
Capital expense	86,210	128,755	42,545	49.35%
	-----	-----	-----	-----
	3,742,620	3,763,325	20,705	0.55%
	-----	-----	-----	-----
	7,376,775	7,397,675	20,900	0.28%
	=====	=====	=====	=====
TAX LEVY	7,004,665	7,023,965	19,300	0.28%



FINANCE: ADMINISTRATION

2015 OPERATING BUDGET

Cost Centres:

140-1400

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	644,725	645,775	1,050	0.16%
Benefits	169,980	166,815	(3,165)	-1.86%
	814,705	812,590	(2,115)	-0.26%

Travel and training	10,600	11,800	1,200	11.32%
Materials and supplies	26,415	25,215	(1,200)	-4.54%
Purchased and contracted services	18,100	18,100	0	
Capital expense	9,290	9,290	0	
	64,405	64,405	0	

	879,110	876,995	(2,115)	-0.24%
=====				
TAX LEVY	879,110	876,995	(2,115)	-0.24%
Full Time Positions	8.0	8.0	-	
Part Time Hours	-	-	-	

Operating Budget Summary

The Division is responsible for the overall implementation, maintenance and supervision of financial services and functions for the Corporation. This is accomplished through the establishment of efficient, effective and economical financial policies and procedure and through budget control, financial analysis, cash management and internal control systems.

In addition, the Division prepares the annual financial statements and Financial Information Return for the Province and all other financial reports for the senior levels of government.



FINANCE: ACCOUNTING

2015 OPERATING
BUDGET

Cost Centres: 140-1405

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				
Fees and user charges	2,000	1,000	(1,000)	-50.00%
Other income	47,935	48,935	1,000	2.09%
	49,935	49,935	0	
EXPENDITURES				
Salaries	769,860	771,085	1,225	0.16%
Benefits	203,505	206,290	2,785	1.37%
	973,365	977,375	4,010	0.41%
Vehicle allowance, maintenance and repairs	75	0	(75)	-100.00%
Materials and supplies	28,960	29,035	75	0.26%
Maintenance and repairs	1,885	1,885	0	
Capital expense	3,615	3,615	0	
	34,535	34,535	0	
	1,007,900	1,011,910	4,010	0.40%
TAX LEVY	957,965	961,975	4,010	0.42%
Full Time Positions	15.0	15.0	-	
Part Time Hours	610.0	610.0	-	

This cost centre is managed by the Manager of Accounting. A staff complement of 14 employees carry out the responsibilities and activities of this cost centre. The Accounting Division provides accounting services to all City Departments in the area of Payroll, General Ledger Reporting, Accounts Payable, Accounts Receivable, Subsidy Claims Preparation, Grant Program Claims, H.S.T. Reporting and Accounting Support Services. The Division also updates and maintains control over the Tax and O.R.H.P. Receivable Systems and is responsible for the Central Collection function which handles tax payments, parking tickets, local improvement payments and other general receipts.



FINANCE: TAX

2015 OPERATING
BUDGET

Cost Centres: 140-1410

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				
Fees and user charges	93,400	96,000	2,600	2.78%
Other income	45,150	44,150	(1,000)	-2.21%
	138,550	140,150	1,600	1.15%
EXPENDITURES				
Salaries	355,625	356,205	580	0.16%
Benefits	93,915	94,520	605	0.64%
	449,540	450,725	1,185	0.26%
Vehicle allowance, maintenance and repairs	325	200	(125)	-38.46%
Materials and supplies	22,690	19,970	(2,720)	-11.99%
Maintenance and repairs	250	100	(150)	-60.00%
Purchased and contracted services	13,500	14,325	825	6.11%
Capital expense	1,500	3,000	1,500	100.00%
	38,265	37,595	(670)	-1.75%
	487,805	488,320	515	0.11%
TAX LEVY	349,255	348,170	(1,085)	-0.31%

Full Time Positions	6.0	6.0	-
Part Time Hours	-	-	-

Operating Budget Summary

This cost centre consists of a permanent staff of 6, managed by the City Tax Collector. It is responsible for the billing and collection of property taxes for some 28,850 properties, representing \$118,000,000 in revenue. Collection procedures include monthly tax reminder statements, correspondence, personal contact, and the sale of tax arrears properties pursuant to the Municipal Act, 2001.

The division also administers lottery & general licencing, tax assessment appeals; assessment base management; the tax certification process; commercial/industrial vacancy rebate program; tax assistance programs; the charity rebate program; mortgagee tax payment system, as well as maintaining an up-to-date tax database reflecting all assessment value and ownership changes. It also maintains the On-line Property Tax Analysis system for the purposes of tax capping.

This year will be the third year of the next four year re-assessment phase-in program. This re-assessment is based on a Current Value as of January 1, 2012.



FINANCE: PURCHASING

2015 OPERATING
BUDGET

Cost Centres: 140-1420

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	253,095	253,500	405	0.16%
Benefits	66,550	66,615	65	0.10%
	319,645	320,115	470	0.15%

Vehicle allowance, maintenance and repairs	50	50	0	
Materials and supplies	10,660	9,610	(1,050)	-9.85%
Purchased and contracted services	6,165	6,075	(90)	-1.46%
Capital expense	0	1,000	1,000	
	16,875	16,735	(140)	-0.83%

	336,520	336,850	330	0.10%
=====				
TAX LEVY	336,520	336,850	330	0.10%
Full Time Positions	4.0	4.0	-	
Part Time Hours	125.0	125.0	-	

Operating Budget Summary

The Purchasing Division of the Finance Department operates under policy and procedures approved by City Council and authorized through the Chief Administrative Officer's By-law, which provides that all purchases for the City of Sault Ste. Marie with the exception of those areas under control and jurisdiction of the Police Commission and the Library Board, shall be made through the Purchasing Division under a competitive bidding system.

It is the objective of the Division to provide a high level of service to the user departments through the establishment and implementation of sound purchasing practices and to continually provide the various City Departments with the proper quality and quantity of requested goods and services within an acceptable time-frame and at the lowest possible ultimate cost.

The Purchasing Division is responsible for Corporate purchasing services, administration of the Purchasing Policy, contract and tendering services.



FINANCE: INFORMATION TECHNOLOGY

**2015 OPERATING
BUDGET**

Cost Centres: 140-1415
300-3008

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				
Fees and user charges	183,625	183,625	0	
	183,625	183,625	0	
EXPENDITURES				
Salaries	843,745	845,085	1,340	0.16%
Benefits	233,155	228,460	(4,695)	-2.01%
	1,076,900	1,073,545	(3,355)	-0.31%
Travel and training	2,000	2,000	0	
Vehicle allowance, maintenance and repairs	1,000	1,000	0	
Materials and supplies	(95,290)	116,880	212,170	-222.66%
Maintenance and repairs	531,800	490,830	(40,970)	-7.70%
Purchased and contracted services	446,155	255,500	(190,655)	-42.73%
Capital expense	71,805	87,725	15,920	22.17%
	957,470	953,935	(3,535)	-0.37%
	2,034,370	2,027,480	(6,890)	-0.34%
TAX LEVY	1,850,745	1,843,855	(6,890)	-0.37%
Full Time Positions	11.0	11.0	-	
Part Time Hours	1,220.0	1,220	-	

Operating Budget Summary

IT is responsible for application development and maintenance. This includes evaluation, system design, programming, testing, training and implementation of new systems as well as the modifications required to maintain existing corporate systems. Computer Operations provides computer services for all city departments as well as EDC, Library, DSSAB.

The responsibilities include:

- Processing computer applications systems
- Installation and maintenance of computer hardware & software
- Data backup and security
- Network Server Administration, Unix Administration
- Network Infrastructure Administration
- Desktop Administration, Help Desk Support
- Support all Corporate Communication and Technology



FINANCE: OTHER - FINANCIAL EXPENSE BANKING

2015 OPERATING
BUDGET

Cost Centres: 145-1450

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				

Financial expenses	70,000	65,000	(5,000)	-7.14%
	70,000	65,000	(5,000)	-7.14%

	70,000	65,000	(5,000)	-7.14%
=====				
TAX LEVY	70,000	65,000	(5,000)	-7.14%

Operating Budget Summary

This budget covers the annual bank charges and short term borrowing costs.



FINANCE: OTHER - FINANCIAL FEES

2015 OPERATING
BUDGET

Cost Centres: 145-1452

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
EXPENDITURES				
Purchased and contracted services	68,000	68,000	0	
	68,000	68,000	0	
	68,000	68,000	0	
TAX LEVY	68,000	68,000	0	

Operating Budget Summary
 This budget covers the annual audit fees .



FINANCE: OTHER - PROPERTY TAX

2015 OPERATING
BUDGET

Cost Centres: 145-1454

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Materials and supplies	25,000	25,000	0	
Financial expenses	2,468,070	2,498,120	30,050	1.22%
	2,493,070	2,523,120	30,050	1.21%
	-----	-----	-----	-----
	=====	=====	=====	=====
TAX LEVY	2,493,070	2,523,120	30,050	1.21%

<u>Operating Budget Summary</u>			
This budget covers the financial expenses related to property taxes, including:			
	2015	2014	
Refunds & Write-offs	\$954,570	\$949,570	+5,000
Assessment Appeals	50,000	50,000	
Assessment Fees (MPAC)	863,550	855,000	+ 8,550
Vacancy Rebate Program	400,000	378,000	+22,000
Charities Rebate Program	70,000	75,500	- 5,500
Heritage Tax Grants	60,000	60,000	
Tax Increment Program (CIP)	100,000	100,000	

City of Sault Ste Marie
CLERK'S DEPARTMENT
Budget Summary

Department	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
Fees and user charges	50,000	50,000	0	
Contribution from own funds	180,000	0	(180,000)	-100.00%
Other income	1,800	1,800	0	
	-----	-----	-----	-----
	231,800	51,800	(180,000)	-77.65%
	=====	=====	=====	=====
EXPENDITURES				
Salaries	728,350	574,205	(154,145)	-21.16%
Benefits	150,210	146,265	(3,945)	-2.63%
	-----	-----	-----	-----
	878,560	720,470	(158,090)	-17.99%
	-----	-----	-----	-----
Travel and training	6,595	6,595	0	
Election	15,000	0	(15,000)	-100.00%
Vehicle allowance, maintenance and repairs	850	600	(250)	-29.41%
Materials and supplies	153,380	125,580	(27,800)	-18.12%
Maintenance and repairs	3,550	3,550	0	
Goods for resale	19,200	19,200	0	
Rents and leases	15,625	7,625	(8,000)	-51.20%
Purchased and contracted services	144,870	111,870	(33,000)	-22.78%
Grants to others	2,000	2,000	0	
Transfer to own funds	0	60,000	60,000	
Capital expense	7,000	4,500	(2,500)	-35.71%
	-----	-----	-----	-----
	368,070	341,520	(26,550)	-7.21%
	-----	-----	-----	-----
	1,246,630	1,061,990	(184,640)	-14.81%
	=====	=====	=====	=====
TAX LEVY	1,014,830	1,010,190	(4,640)	-0.46%



CLERK'S DEPARTMENT: ADMINISTRATION

2015 OPERATING
BUDGET

Cost Centres: 130-1300

	2014 BUDGET	2015 BUDGET	\$	%
			Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
Fees and user charges	50,000	50,000	0	
Other income	1,800	1,800	0	
	51,800	51,800	0	
EXPENDITURES				
Salaries	468,760	469,575	815	0.17%
Benefits	120,420	118,700	(1,720)	-1.43%
	589,180	588,275	(905)	-0.15%
Travel and training	6,595	6,595	0	
Vehicle allowance, maintenance and repairs	200	200	0	
Materials and supplies	76,130	75,830	(300)	-0.39%
Maintenance and repairs	400	400	0	
Goods for resale	19,200	19,200	0	
Purchased and contracted services	14,870	14,870	0	
Capital expense	2,000	2,000	0	
	119,395	119,095	(300)	-0.25%
	708,575	707,370	(1,205)	-0.17%
TAX LEVY	656,775	655,570	(1,205)	-0.18%

Full Time Positions	6.0	6.0	-
Part Time Hours	1,315	1,315	-

Operating Budget Summary

Under the direction of the City Clerk, a staff of six are responsible for the following:

Preparing City Council Agendas and Minutes, administrative follow-up to meetings, correspondence, public relations, civic receptions, administrating municipal elections.

Safekeeping of Council and corporate records i.e. by-laws, agreements, deeds, contracts, consultant reports etc. Co-ordination of records management program.

Issuing of marriage licences, registration of deaths, providing forms and information regarding the Ontario Registrar General (death and marriage certificates, name change forms).

Processing cemetery and cremation orders, sale of plots, crypts and niches, preparing billings.

Taking statutory declarations relating to the Commissioner For Taking Affidavits Act, Vital Statistics Act and the Municipal Elections Act.

Administration of corporate strategic planning and quality impro

Providing corporate communications services and implementing the Corporate Communications Strategy.

Temporary employees listed are the Council P.A. operator and summer students.



CLERK'S DEPARTMENT: OFFICE SERVICES

2015 OPERATING
BUDGET

Cost Centres: 130-1310

	2014 BUDGET	2015 BUDGET	\$	%
			Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	104,475	104,630	155	0.15%
Benefits	27,325	27,565	240	0.88%
	131,800	132,195	395	0.30%

Vehicle allowance, maintenance and repairs	400	400	0	
Materials and supplies	1,750	1,750	0	
Maintenance and repairs	3,150	3,150	0	
Rents and leases	7,625	7,625	0	
Purchased and contracted services	67,750	67,750	0	
Capital expense	2,500	2,500	0	
	83,175	83,175	0	

	214,975	215,370	395	0.18%
=====				
TAX LEVY	214,975	215,370	395	0.18%

Full Time Positions	2.0	2.0	-
Part Time Hours	610	610	-

Operating Budget Summary

The Office Services section has a permanent complement of two positions and a summer student position for vacation relief. The section is responsible for providing the following services to the Corporation:

- Mail service delivery (twice daily) to all on site departments
- Courier mail service delivery to all outside departments.
- Photocopying, printing, collating and binding; folding/insertion, laminating and combo punching.
- Stationery stores supplies.
- Mail processing.



CLERK'S DEPARTMENT: QUALITY MANAGEMENT

2015 OPERATING

Cost Centres: 130-1320

	2014	2015	<u>\$</u>	<u>%</u>
	BUDGET	BUDGET	<u>Change</u>	<u>Change</u>
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				

Materials and supplies	9,000	9,000	0	
Purchased and contracted services	29,250	29,250	0	

	38,250	38,250	0	

	38,250	38,250	0	
=====				
TAX LEVY	38,250	38,250	0	

Operating Budget Summary

This cost centre provides funding for implementation of the Progressive Excellence Program and certification through the Excellence Canada.

The City will continue to implement the improvement plan to achieve Excellence Canada's Progressive Excellence Program Level 2 certification as well as continue to add elements of the Healthy Workplace program as outlined in the corporate Strategic Plan.

The Clerk's Department will continue to work with Human Resources to co-ordinate corporate training (Municipal Administration Program, etc.)



CLERK'S DEPARTMENT: COUNCIL MEETINGS

2015 OPERATING
BUDGET

Cost Centres: 130-1352

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				

Materials and supplies	10,000	10,000	0	

	10,000	10,000	0	

	10,000	10,000	0	
=====				
TAX LEVY	10,000	10,000	0	

Operating Budget Summary

This cost centre provides for expenses associated with regular and special council meetings.



CLERK'S DEPARTMENT: ELECTION

2015 OPERATING
BUDGET

Cost Centres:

135-1360

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
Contribution from own funds	180,000	0	(180,000)	-100.00%
	180,000	0	(180,000)	-100.00%
EXPENDITURES				
Salaries	155,115	0	(155,115)	-100.00%
Benefits	2,465	0	(2,465)	-100.00%
	157,580	0	(157,580)	-100.00%
Election	15,000	0	(15,000)	-100.00%
Vehicle allowance, maintenance and repairs	250	0	(250)	-100.00%
Materials and supplies	27,500	0	(27,500)	-100.00%
Rents and leases	8,000	0	(8,000)	-100.00%
Purchased and contracted services	33,000	0	(33,000)	-100.00%
Transfer to own funds	0	60,000	60,000	
Capital expense	2,500	0	(2,500)	-100.00%
	86,250	60,000	(26,250)	-30.43%
	243,830	60,000	(183,830)	-75.39%
TAX LEVY	63,830	60,000	(3,830)	-6.00%

Operating Budget Summary

Annual allocation to fund election in 2018.



CLERK'S DEPARTMENT: RECEPTIONS

2015 OPERATING

Cost Centres: 135-1350

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
-----	-----	-----	-----	-----
=====	=====	=====	=====	=====
EXPENDITURES				
-----	-----	-----	-----	-----
-----	-----	-----	-----	-----
Materials and supplies	29,000	29,000	0	
-----	-----	-----	-----	-----
-----	-----	-----	-----	-----
	29,000	29,000	0	
-----	-----	-----	-----	-----
=====	=====	=====	=====	=====
TAX LEVY	29,000	29,000	0	

Operating Budget Summary

The provision of funds for official civic receptions is primarily a public relations and protocol function. In 2014 City Council will host an estimated 25 functions ranging from welcoming visiting dignitaries to receptions for major conventions/events and award ceremonies (i.e. Medal of Merit).
The Corporate Affairs Officer also provides support for planning retirement reception



CLERK'S DEPARTMENT: WALK OF FAME

2015 OPERATING BUDGET

Cost Centres: 720-7291

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
EXPENDITURES				
Grants to others	2,000	2,000	0	
	2,000	2,000	0	
	2,000	2,000	0	
TAX LEVY	2,000	2,000	0	

Operating Budget Summary
 Funding for the Walk of Fame program.

City of Sault Ste Marie
LEGAL DEPARTMENT
Budget Summary

Department	2014 BUDGET	2015 BUDGET	\$	
			Change (2014 to 2015)	% Change (2014 to 2015)
REVENUE				
Fees and user charges	2,192,965	2,192,965	0	
	2,192,965	2,192,965	0	
EXPENDITURES				
Salaries	831,040	801,745	(29,295)	-3.53%
Benefits	221,825	206,890	(14,935)	-6.73%
	1,052,865	1,008,635	(44,230)	-4.20%
Travel and training	15,855	15,855	0	
Vehicle allowance, maintenance and repairs	250	250	0	
Materials and supplies	77,815	76,675	(1,140)	-1.47%
Maintenance and repairs	4,000	4,000	0	
Rents and leases	73,275	73,275	0	
Taxes and licenses	1,691,000	1,791,000	100,000	5.91%
Purchased and contracted services	252,000	252,000	0	
Transfer to own funds	190,625	154,000	(36,625)	-19.21%
Capital expense	9,000	9,000	0	
	2,313,820	2,376,055	62,235	2.69%
	3,366,685	3,384,690	18,005	0.53%
TAX LEVY	1,173,720	1,191,725	18,005	1.53%



LEGAL DEPARTMENT: ADMINISTRATION

2015 OPERATING

Cost Centre 150-1500

	2014 BUDGET	2015 BUDGET	2015 vs 2014	
			\$ Change (2014 to 2015)	% Change (2014 to 2015)
REVENUE				
Fees and user charges	842,965	842,965	0	
	842,965	842,965	0	
EXPENDITURES				
Salaries	427,830	439,660	11,830	2.77%
Benefits	108,720	110,800	2,080	1.91%
	536,550	550,460	13,910	2.59%
Travel and training	7,600	7,600	0	
Materials and supplies	26,085	24,945	(1,140)	-4.37%
Taxes and licenses	45,000	45,000	0	
Purchased and contracted services	33,400	33,400	0	
Transfer to own funds	190,625	154,000	(36,625)	-19.21%
Capital expense	1,500	1,500	0	
	304,210	266,445	(37,765)	-12.41%
	840,760	816,905	(23,855)	-2.84%
TAX LEVY	(2,205)	(26,060)	(23,855)	1081.86%
Full Time Positions	5.0	5.3	0.3	
Part Time Hours	610.0	610	-	

Operating Budget Summary

The Legal Department consists of the City Solicitor, Administrative Assistant to the City Solicitor, Assistant City Solicitor, Solicitor/Prosecutor, Property Clerk and Secretary/Receptionist. The staff operates on regular Civic Centre hours and does not ordinarily incur overtime hours. The Legal Department provides a broad range of legal, technical and reference services to all branches of the City's operations. The service involves not only responding to immediate ongoing needs for legal services but also involves the reduction of potential liability by identifying possible problem areas and planned legislation. The Legal Department's responsibilities include the acquisition and sale of properties on behalf of the Municipality as well as preparation and management of leases, easements and the administration of the street and lane closing policy. The Legal Department also provides evaluations for the Committee of Adjustment. The objectives of the Legal Department for 2014 are: to provide legal assistance and advice to City Council and staff, to process reports/by-laws, agreements, opinions, leases, FOI requests, easements and real estate transactions, to represent the City and give advice with respect to all lawsuits which may be brought on behalf of or against the City, to prosecute persons charged with offences contrary to City by-laws, to complete all property purchases, sales and expropriations authorized by City Council, to represent the City before various courts and tribunals including the Ontario Municipal Board and the Human Rights Tribunal.



LEGAL DEPARTMENT: CITY OWNED LAND

2015 OPERATING

Cost Centre

150-1505

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				

Maintenance and repairs	4,000	4,000	0	
Rents and leases	14,000	14,000	0	
Taxes and licenses	1,000	1,000	0	

	19,000	19,000	0	

	19,000	19,000	0	
=====				
TAX LEVY	19,000	19,000	0	

Operating Budget Summary

All City owned revenue producing properties are subject to realty taxes. The City is also required to pay applicable local improvement charges. This cost centre also includes the maintenance of City owned properties as well as various properties leased by the City.



LEGAL DEPARTMENT: PROVINCIAL OFFENCES

2015 OPERATING

Cost Centre	155-1550	155-1554		
	155-1552			
	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				
Fees and user charges	1,350,000	1,350,000	0	
	1,350,000	1,350,000	0	
EXPENDITURES				
Salaries	403,210	362,085	(41,125)	-10.20%
Benefits	113,105	96,090	(17,015)	-15.04%
	516,315	458,175	(58,140)	-11.26%
Travel and training	8,255	8,255	0	
Vehicle allowance, maintenance and repairs	250	250	0	
Materials and supplies	51,730	51,730	0	
Rents and leases	59,275	59,275	0	
Purchased and contracted services	218,600	218,600	0	
Capital expense	7,500	7,500	0	
	345,610	345,610	0	
	861,925	803,785	(58,140)	-6.75%
TAX LEVY	(488,075)	(546,215)	(58,140)	11.91%
Full Time Positions	6.0	6.0	-	
Part Time Hours	2,185.0	610	(1,575.0)	

Operating Budget Summary

The Provincial Offences Division is responsible for the administration and prosecution of Provincial Offences Act matters. The POA Division employs 3 full-time and one part-time administration staff, including the Court Liaison Supervisor, as well as a full-time Municipal Prosecutor. Charges filed and processed by this office include matters under such statutes as the Highway Traffic Act, Compulsory Automobile Insurance Act, Liquor Licence Act and the Fish and Wildlife Conservation Act among many others. The POA office administers 15,000-18,000 charges a year, the majority (12,000) comprising of tickets.

The City also administers two satellite courts in Wawa and Thessalon. The POA office generates on average over one million dollars in gross revenue, the net of which is distribute among our municipal partners.

This cost centre includes most of the operating expenses related to the operation of the administration office.



LEGAL DEPARTMENT: INSURANCE

2015 OPERATING
BUDGET

Cost Centre

158-1580

	2014 BUDGET	2015 BUDGET	Change	
			\$ (2014 to 2015)	% (2014 to 2015)

REVENUE

-----	-----	-----	-----	-----
=====	=====	=====	=====	=====

EXPENDITURES

-----	-----	-----	-----	-----
-----	-----	-----	-----	-----
Taxes and licenses	1,645,000	1,745,000	100,000	
	1,645,000	1,745,000	100,000	
-----	-----	-----	-----	-----
	1,645,000	1,745,000	100,000	
=====	=====	=====	=====	=====

TAX LEVY

1,645,000	1,745,000	100,000
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Operating Budget Summary

The insurance cost centre includes all types of insurance purchased by the City (excluding Police, EMS and the Library Board, which are expensed directly).

This cost centre includes the following types of insurance - comprehensive liability, property insurance (including buildings contents and valuable papers), crime insurance (protection against dishonesty, deceit and forgery) electronic data processing, boiler and machinery, automobile insurance, including non-owned automobiles, errors and omissions, environmental liability, conflict of interest and excess liability.

City of Sault Ste Marie
 FIRE SERVICES
 Budget Summary

Department	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				
Fees and user charges	4,832,620	4,913,480	80,860	1.67%
	4,832,620	4,913,480	80,860	1.67%
	4,832,620	4,913,480	80,860	1.67%
EXPENDITURES				
Salaries	13,064,470	13,022,215	(42,255)	-0.32%
Benefits	3,378,130	3,336,645	(41,485)	-1.23%
	16,442,600	16,358,860	(83,740)	-0.51%
Travel and training	42,535	53,230	10,695	25.14%
Vehicle allowance, maintenance and repairs	175,095	180,531	5,436	3.10%
Utilities and Fuel	309,180	318,030	8,850	2.86%
Materials and supplies	391,365	352,812	(38,553)	-9.85%
Maintenance and repairs	139,295	158,680	19,385	13.92%
Rents and leases	2,500	2,500	0	
Taxes and licenses	58,200	58,200	0	
Financial expenses	1,800	2,500	700	38.89%
Purchased and contracted services	133,700	161,415	27,715	20.73%
Transfer to own funds	252,500	303,000	50,500	20.00%
Capital expense	32,550	28,875	(3,675)	-11.29%
	1,538,720	1,619,773	81,053	5.27%
	17,981,320	17,978,633	(2,687)	-0.01%
TAX LEVY	13,148,700	13,065,153	(83,547)	-0.64%



FIRE SERVICES: ADMINISTRATION

2015 OPERATING
BUDGET

Cost Centres: 200-2000

	2014 BUDGET	2015 BUDGET	\$	
			Change (2014 to 2015)	% Change (2014 to 2015)
REVENUE				
Fees and user charges	216,250	218,500	2,250	1.04%
	216,250	218,500	2,250	1.04%
EXPENDITURES				
Salaries	400,245	393,985	(6,260)	-1.56%
Benefits	306,640	301,790	(4,850)	-1.58%
	706,885	695,775	(11,110)	-1.57%
Travel and training	1,000	1,000	0	
Utilities and Fuel	175,080	181,930	6,850	3.91%
Materials and supplies	41,420	5,390	(36,030)	-86.99%
Maintenance and repairs	62,610	72,595	9,985	15.95%
Financial expenses	1,800	2,500	700	38.89%
Purchased and contracted services	18,700	17,900	(800)	-4.28%
Transfer to own funds	252,500	303,000	50,500	20.00%
Capital expense	8,100	4,000	(4,100)	-50.62%
	561,210	588,315	27,105	4.83%
	1,268,095	1,284,090	15,995	1.26%
TAX LEVY	1,051,845	1,065,590	13,745	1.31%
Full Time Positions	4.0	4.0	-	
Part Time Hours	-	-	-	

Operating Budget Summary

The Administration Division Staff includes the Fire Chief, Deputy Fire Chief, Administrative Assistant to the Fire Chief and one Clerical support personnel.

The Fire Chief is responsible to the CAO and Council for delivery of fire protection services to the community and regional delivery of emergency medical services. The goal of Fire Services is to provide quality and affordable fire protection, specialized rescue, and emergency medical services to the citizens of Sault Ste. Marie and surrounding district.

The Administration Division is responsible for managing Fire Services' resources safely, efficiently and within the budgetary allocation provided by Council.

Fire Services continues to generate revenue from various leases including the Central Ambulance Communication Centre, Base Hospital and EMS. Revenue streams are also generated from a number of user fees, including but not limited to open air burning, alarm monitoring, fire protection agreement with the Rankin Reserve, and fire extinguisher training.

KEY RESULT AREAS FOR 2015:

- Promote Corporate and Departmental Wellness Programs to attain "Target Zero" for workplace accidents and injuries
- Complete projects related to the City Strategic Plan
- Enhance public education and prevention programs designed to reduce fire related and emergency medical losses
- Develop and implement feasible operational efficiencies to ensure service model sustainability, and the delivery of cost effective emergency services to the public
- Promote a healthy workplace designed to achieve and maintain a unified team environment
- Continue to develop and implement efficiencies by reducing expenditures, increasing revenue, or providing an enhanced level of service for the public
- Reduce our carbon footprint through Corporate Environmental Stewardship Programs



FIRE SERVICES: SUPPRESSION

2015 OPERATING

Cost Centres: 200-2005

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	8,456,660	8,403,475	(53,185)	-0.63%
Benefits	2,085,760	2,034,425	(51,335)	-2.46%
	10,542,420	10,437,900	(104,520)	-0.99%

Materials and supplies	101,095	101,413	318	0.31%
Capital expense	11,450	13,550	2,100	18.34%
	112,545	114,963	2,418	2.15%

	10,654,965	10,552,863	(102,102)	-0.96%
=====				
TAX LEVY	10,654,965	10,552,863	(102,102)	-0.96%
Full Time Positions	88.0	88.0	-	
Part Time Hours	-	-	-	

Operating Budget Summary

The Deputy Fire Chief - Suppression is the head of this division. This division is comprised of 4 Platoon Chiefs, 16 Captains, 64 Firefighters and 4 Communication Operators for a total complement of 88 personnel operating out of 4 fire stations.

RESPONSIBILITIES INCLUDE:

- Fire suppression & specialized rescue operations
- Hazardous materials response, locally and throughout the Algoma District
- Develop and manage all budgetary functions related to the Fire Suppression Division
- Water & land-based rescue response
- Develop and implement firefighter training
- Public education & fire prevention activities
- Tiered response with Police and EMS

KEY RESULT AREAS FOR 2015:

- Train suppression personnel for Swift Water Rescue response using associate instructors
- Apply for NFPA compliance for all suppression staff
- Re-certify suppression personnel with CPR /AED
- Certify fire suppression officers to the IMS standards



FIRE SERVICES: PREVENTION

2015 OPERATING
BUDGET

Cost Centres:

200-2010

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	562,000	559,915	(2,085)	-0.37%
Benefits	142,200	137,925	(4,275)	-3.01%
	704,200	697,840	(6,360)	-0.90%

Vehicle allowance, maintenance and repairs	18,690	18,690	0	
Materials and supplies	18,790	20,804	2,014	10.72%
Purchased and contracted services	18,000	18,000	0	
Capital expense	2,950	0	(2,950)	-100.00%
	58,430	57,494	(936)	-1.60%

	762,630	755,334	(7,296)	-0.96%
=====				
TAX LEVY	762,630	755,334	(7,296)	-0.96%

Full Time Positions	6.0	6.0	-	
Part Time Hours	-	-	-	

Operating Budget Summary
 The Fire Prevention Division consists of the Assistant Fire Chief - Fire Prevention and Public Education, four Fire Prevention Officers and one clerk.

RESPONSIBILITIES INCLUDE:

<ul style="list-style-type: none"> - Enforce Fire Protection and Prevention Act 1997 - Enforce Carbon Monoxide By-Law - Review plans, committee of adjustment, rezoning applications - Liase with Police Service during Arson Investigations - Issue burn permits - Provide evidence in Provincial Offences court for all Ontario Fire Code contraventions - Liase with Building division on plans examination 	<ul style="list-style-type: none"> - Enforce Ontario Fire Code Regulations - Delivery of fire safety education programs - Fire Investigation - Inspect upon request and/or complaint - Inspect residential smoke alarms - Issue part one provincial offences tickets - Assist Building division Inspectors during final inspections - Review and approve Fire Safety Plans
---	--

KEY RESULT AREAS FOR 2015:

<ul style="list-style-type: none"> - Continue to focus on code compliance through enforcement - Maintain Fire Code Inspections in all occupancies - Increase FPO Training concerning Health and Safety 	<ul style="list-style-type: none"> - Review / update as required all existing Operating Guidelines - Complete Simplified Risk Assessment for 2014
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FIRE SERVICES: SUPPORT

2015 OPERATING
BUDGET

Cost Centres: 200-2015

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	288,185	286,145	(2,040)	-0.71%
Benefits	72,535	70,380	(2,155)	-2.97%
	360,720	356,525	(4,195)	-1.16%

Vehicle allowance, maintenance and repairs	60,185	67,621	7,436	12.36%
Utilities and Fuel	53,280	53,280	0	
Materials and supplies	21,035	15,855	(5,180)	-24.63%
Maintenance and repairs	5,500	5,500	0	
Capital expense	2,950	1,525	(1,425)	-48.31%
	142,950	143,781	831	0.58%

	503,670	500,306	(3,364)	-0.67%
=====				
TAX LEVY	503,670	500,306	(3,364)	-0.67%

Full Time Positions	3.0	3.0	-	
Part Time Hours	-	-	-	

Operating Budget Summary
 Support Services Division consists of the Assistant Fire Chief and two mechanics who are responsible for mechanical operations and communications support.

MECHANICAL RESPONSIBILITIES INCLUDE:

- Repair, maintenance and inspection of Fire, EMS and Police Service apparatus, firefighting equipment, tools and fire stns
- Document and maintain records of mtce. and inspections of department equipment and fire stations.
- 24-hour on-call coverage by Support Services staff
- Maintain Fire Services' communication equipment.
- Driver & Equipment training for operations personnel

KEY RESULT AREAS FOR 2015:

- Review and update long-term apparatus replacement strategy to service and maintain Fire, EMS & Police vehicles
- Replace Chief's and Support Services' vehicles
- Start process to replace truck for P1 as per fleet schedule
- Face fit testing of all personnel
- Continue specialized training for mechanics on Spartan and Smeal
- Continue



FIRE SERVICES: TRAINING

2015 OPERATING
BUDGET

Cost Centres:

200-2020

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
EXPENDITURES				
Travel and training	32,080	40,545	8,465	26.39%
Materials and supplies	3,185	3,700	515	16.17%
Capital expense	3,000	3,000	0	
	38,265	47,245	8,980	23.47%
	38,265	47,245	8,980	23.47%
TAX LEVY	38,265	47,245	8,980	23.47%

Operating Budget Summary

The Deputy Fire Chief is responsible for program development/implementation, documentation and management of all training activities in the Fire Suppression Division. The practical and theoretical training is delivered under the direction of the Platoon Chiefs and Station Captains.

RESPONSIBILITIES INCLUDE;

- Develop policies (Notices) and procedures (Operating Guidelines) for Fire Suppression and Training Divisions
- Develop and manage all budgetary functions related to the Training Division
- Monitor and evaluate performance and skills of suppression personnel
- Develop Associate Instructor/Certified Specialized Modules Instructors
- Develop and manage suppression training programs
- Research and implement new firefighting methods and equip.
- Monitor training and professional development of recruits
- Develop and facilitate delivery of promotional exams
- Introduce and manage specialized training programs

KEY RESULT AREAS FOR 2015:

- Mechanical seminars for mechanics re Fire & EMS equipment
- Certify Officers to NFPA fire officer level 1 and level 2
- CriSys User meeting for system administrators
- Develop teaching plan and operating guideline for Swift Water Rescue



FIRE SERVICES: COMMUNICATIONS

2015 OPERATING
BUDGET

Cost Centres:

200-2025

	2014 BUDGET	2015 BUDGET	2015 OPERATING BUDGET	
			\$ Change (2014 to 2015)	% Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				

Materials and supplies	1,100	1,100	0	
Maintenance and repairs	6,900	11,400	4,500	65.22%
Capital expense	2,900	5,600	2,700	93.10%
	10,900	18,100	7,200	66.06%

	10,900	18,100	7,200	66.06%
=====				
TAX LEVY	10,900	18,100	7,200	66.06%

Operating Budget Summary

Communication functions are managed by Support Services.

RESPONSIBILITIES INCLUDE:

- Oversee technical operations in communications room
- Dispatch emergency calls to Prince Township Fire Department
- Maintain 24 hour coverage for all emergency calls.
- Maintain EOC/RESC telephone / radio systems
- This coverage is provided by four communication operators one operator per shift
- Liaison person for all departmental IT issues to IT dept.
- Maintain Fire Services/municipal fire alarm monitoring and communications' equipment

KEY RESULT AREAS FOR 2015:

- Continue to implement 'Xpert' software upgrades
- Continue to update VPR data to CriSys Dispatch System
- Implement and train personnel on CriSys Rostering software
- New cadets - dispatch training for Communications room
- Implement Bell enhanced 911 system in dispatch
- Feasibility to install off site back up dispatch system - RESC
- Install vehicle repeater in PC truck to improve communications on fire ground



FIRE SERVICES: SUMMER CAREER

2015 OPERATING
BUDGET

Cost Centre: 200-2030

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
-----	-----	-----	-----	-----
=====	=====	=====	=====	=====
EXPENDITURES				
Salaries	21,600	21,600	0	
Benefits	2,055	2,055	0	
-----	-----	-----	-----	-----
	23,655	23,655	0	
-----	-----	-----	-----	-----
-----	-----	-----	-----	-----
-----	-----	-----	-----	-----
	23,655	23,655	0	
=====	=====	=====	=====	=====
TAX LEVY	23,655	23,655	0	
Full Time Positions	-	-	-	
Part Time Hours	1,830.0	1,830.0	-	

Operating Budget Summary

This Cost Centre is specifically for our Summer Students who are required on an ongoing, part time basis throughout the year.



FIRE SERVICES: COMMUNITY EMERGENCY MANAGEMENT

2015 OPERATING
BUDGET

Cost Centre 115-1120

	2014 BUDGET	2015 BUDGET		
			\$ Change (2014 to 2015)	% Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	68,260	68,370	110	0.16%
Benefits	19,175	18,655	(520)	-2.71%
	87,435	87,025	(410)	-0.47%

Travel and training	1,500	1,200	(300)	-20.00%
Vehicle allowance, maintenance and repairs	580	580	0	
Materials and supplies	8,255	8,255	0	
Purchased and contracted services	5,000	5,000	0	
	15,335	15,035	(300)	-1.96%

	102,770	102,060	(710)	-0.69%
=====				
TAX LEVY	102,770	102,060	(710)	-0.69%

Full Time Positions	1.0	1.0	-
Part Time Hours	-	-	-

Operating Budget Summary
 The Community Emergency Management Division consists of a Coordinator.

RESPONSIBILITIES INCLUDE:

- Develop and maintain plans procedures and policies
- Facilitate training opportunities for all stakeholders and conduct exercises to test elements of emergency plans and procedures
- Facilitate public education and outreach events
- Act as a subject matter expert on the topic of emergency management and provide input to stakeholders
- Be available to respond to emergency situations
- Design

KEY RESULT AREAS FOR 2015:

- Increase awareness among the general public of emergency preparedness and the City's Emergency Management Program
- Increase participation of both partners and general public at the Annual Emergency Preparedness Showcase
- Develop an Animals and Emergencies working group to address shelter procedures, training and education
- Increased outreach to more isolated population sectors
- Emergency Management training for Elected Officials
- Engage school boards in increased planning activities as well as preparedness presentations



FIRE SERVICES: EMS-CITY

2015 OPERATING
BUDGET

Cost Centre

210-2200 210-2215
210-2205 210-2220
210-2210

	2014 BUDGET	2015 BUDGET	\$	%
			Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
Fees and user charges	3,891,235	3,924,860	33,625	0.86%
	3,891,235	3,924,860	33,625	0.86%
EXPENDITURES				
Salaries	2,795,940	2,802,360	6,420	0.23%
Benefits	651,345	674,160	22,815	3.50%
	3,447,285	3,476,520	29,235	0.85%
Travel and training	2,455	4,985	2,530	103.05%
Vehicle allowance, maintenance and repairs	68,405	66,405	(2,000)	-2.92%
Utilities and Fuel	60,320	62,320	2,000	3.32%
Materials and supplies	169,870	169,680	(190)	-0.11%
Maintenance and repairs	42,100	47,000	4,900	11.64%
Rents and leases	2,500	2,500	0	
Taxes and licenses	52,000	52,000	0	
Purchased and contracted services	46,300	43,450	(2,850)	-6.16%
	443,950	448,340	4,390	0.99%
	3,891,235	3,924,860	33,625	0.86%
TAX LEVY	0	0	0	0.00%

Full Time Positions	28.3	29.3	1.0
Part Time Hours	4,127.0	4,127.0	-

Operating Budget Summary

EMS operates a fleet of eight ambulances, three of which are staffed 24 hours per day, seven days per week. Additional units are up-staffed when the need arises. There is also an emergency support unit and a mass casualty response trailer that will respond as requested. The level and type of patient care supplies and equipment is mandated by the 2012 Provincial Standards. EMS has established reliable and efficient supplier partnerships to sustain our level of preparedness. Some of our patient care equipment is maintained and serviced by trained Paramedics.

KEY RESULT AREAS FOR 2015:

- Continue to maintain our current fleet through regular preventative and mandatory maintenance conducted by Fire Services Support Services.
- Sustain sufficient supply of quality products to continue to provide high quality, uninterrupted patient care in a cost-efficient manner.
- Work with other professionals in the health care system regarding infection control for a better understanding in order to ensure a safe and clean working environment for patients and paramedics
- Maintain a high quality medical service serving the District of Sault Ste. Marie
- Continue to participate in delivery of public education programs such as "My Medication List" and "PARTY - Preventing Alcohol and Risk Related Trauma in Youth"
- To continue an ongoing training program for volunteers who may receive certification training only once from the Ministry. Many continue to serve their communities for years without renewed certification since the Ministry of Health removed ongoing training.
- Replace ambulances in a pre-planned cycle to ensure a balance of new and older units that are reliable, safe and cost efficient.
- Continue to assess new pieces of equipment designed to increase patient and paramedic safety.
- Finalize the laundry services contract with the Sault Area Hospital
- Continue to meet Ministry of Health Standards and Legislated criteria required to maintain our operators certificate
- Monitor new MOH LTC ambulance response time standards
- Ensure EFR teams are aware of WSIB reporting requirements and budget submissions
- Renew agreements with DSSAB first signed in 2002 to bring them up to date.



FIRE SERVICES: EMS GARDEN RIVER

2015 OPERATING
BUDGET

Cost Centre

210-2300 210-2315
210-2305 210-2320
210-2310

	2014 BUDGET	2015 BUDGET	2015	
			\$ Change (2014 to 2015)	% Change (2014 to 2015)
REVENUE				
Fees and user charges	725,135	770,120	44,985	6.20%
	725,135	770,120	44,985	6.20%
EXPENDITURES				
Salaries	471,580	486,365	14,785	3.14%
Benefits	98,420	97,255	(1,165)	-1.18%
	570,000	583,620	13,620	2.39%
Travel and training	5,500	5,500	0	
Vehicle allowance, maintenance and repairs	27,235	27,235	0	
Utilities and Fuel	20,500	20,500	0	
Materials and supplies	26,615	26,615	0	
Maintenance and repairs	22,185	22,185	0	
Taxes and licenses	6,200	6,200	0	
Purchased and contracted services	45,700	77,065	31,365	68.63%
Capital expense	1,200	1,200	0	
	155,135	186,500	31,365	20.22%
	725,135	770,120	44,985	6.20%
TAX LEVY	0	0	0	0.00%

Full Time Positions	4.0	4.0	-
Part Time Hours	2,376.0	3,888	1,512.0

Operating Budget Summary

There are two ambulances stationed at this base, one in operation and the other as a spare. They are rotated weekly to ensure they are deep cleaned (sanitized) and full stock checks are completed. One unit is provincially owned and the other is capital property the DSSAB purchased with GRFN funds. Both units are funded 100% for insurance, operation and maintenance costs.

The level and type of patient care supplies and equipment is mandated by 2012 Provincial Standards. EMS has established reliable and efficient supplier partnerships to sustain our level of preparedness. A reorganization of our warehouse using the electronic call reports ensures timely and efficient ordering of stock. Some of our patient care equipment is maintained and serviced by Sault Ste. Marie Fire Services Paramedics.

KEY RESULT AREAS FOR 2015:

- Ensure balanced use of both vehicles to maximize their life & ensure uninterrupted service in the event of a mechanical failure
- Sustain sufficient supply of quality products to continue to provide high quality, uninterrupted patient care in a cost efficient manner.
- Continue to assess new pieces of equipment designed to increase patient and paramedic safety
- Review response request times vs shift coverage time and time if necessary to ensure the fastest delivery service possible
- Ensure all staff are familiar with the response area geography and local common names and access points
- Ensure this station meets the same standards as the Sault Ste. Marie stations.
- As requested and when available, provide standby coverage at First Nations public events.
- Provide certification course for maintenance staff to ensure patient care equipment is maintained to manufacturers' specifications
- Maintain response times inline with newly established Response Time Performance Plan
- Rotate paramedics to build and maintain skills and create a better 'team' working environment.
- adjust shift

City of Sault Ste Marie
POLICE SERVICES
Budget Summary

Department	2014 BUDGET	2015 BUDGET	Change	
			\$ (2014 to 2015)	% (2014 to 2015)
REVENUE				
Fees and user charges	293,505	338,805	45,300	15.43%
Government grants (including OMPF)	1,244,500	1,487,035	242,535	19.49%
	1,538,005	1,825,840	287,835	18.71%
EXPENDITURES				
Salaries	17,570,080	17,508,465	(61,615)	-0.35%
Benefits	4,547,809	4,470,595	(77,214)	-1.70%
	22,117,889	21,979,060	(138,829)	-0.63%
Travel and training	392,770	402,020	9,250	2.36%
Vehicle allowance, maintenance and repairs	494,545	422,670	(71,875)	-14.53%
Utilities and Fuel	383,840	380,340	(3,500)	-0.91%
Materials and supplies	674,150	765,340	91,190	13.53%
Maintenance and repairs	323,335	336,825	13,490	4.17%
Rents and leases	117,700	117,700	0	
Taxes and licenses	88,000	88,000	0	
Purchased and contracted services	492,780	490,880	(1,900)	-0.39%
Transfer to own funds	165,000	165,000	0	
Capital expense	373,855	394,710	20,855	5.58%
	3,505,975	3,563,485	57,510	1.64%
	25,623,864	25,542,545	(81,319)	-0.32%
TAX LEVY	24,085,859	23,716,705	(369,154)	-1.53%



POLICE SERVICES: EXECUTIVE

2015 OPERATING
BUDGET

Cost Centre 250-2500

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2015 to 2014)	Change (2015 to 2014)
Fees and user charges	293,505	338,805	45,300	15.43%
Government grants (including OMPF)	1,244,500	1,487,035	242,535	19.49%
	1,538,005	1,825,840	287,835	18.71%
EXPENDITURES				
Salaries	879,035	893,535	14,500	1.65%
Benefits	442,070	440,165	(1,905)	-0.43%
	1,321,105	1,333,700	12,595	0.95%
Travel and training	52,295	52,295	0	
Vehicle allowance, maintenance and repairs	24,635	6,910	(17,725)	-71.95%
Utilities and Fuel	6,000	2,500	(3,500)	-58.33%
Materials and supplies	128,450	143,590	15,140	11.79%
Maintenance and repairs	35,485	28,385	(7,100)	-20.01%
Rents and leases	117,700	117,700	0	
Taxes and licenses	88,000	88,000	0	
Purchased and contracted services	294,280	293,730	(550)	-0.19%
Transfer to own funds	165,000	165,000	0	
Capital expense	0	950	950	
	911,845	899,060	(12,785)	-1.40%
	2,232,950	2,232,760	(190)	-0.01%
TAX LEVY	694,945	406,920	(288,025)	-41.45%
Full Time Positions	8.0	8.0	-	
Part Time Hours	-	-	-	

Operating Budget Summary

EXECUTIVE SERVICES is comprised of the Office of the Chief of Police, Deputy Chief, Crime Stoppers, Finance Services, and the Planning & Public Relations Bureau. The Chief of Police is responsible for administering the Police Service and overseeing its operation in accordance with the objectives, priorities, and policies established by the Police Services Board. He is also responsible for the supervision of Support Services and Administration Services. The Deputy Chief is responsible for the supervision of Patrol Services and Investigation Services and the oversight of Crime Stoppers.

Finance Services prepares the operating budget with input from all Division Heads. During the course of the year, each Division Head is responsible for the budget items relating to their own cost centre. The Office of the Chief of Police continuously reviews the budget to ensure compliance with the Police Services Board's requirements and policies. The functions of Finance Services includes all aspects of payroll, accounts payable and receivable, and all ensuing statistical reports.

The Planning and Public Relations officer, who reports to the Chief of Police, is responsible for strategic planning, policy development and research, media relations, alarm disputes/issues and Board & taxi by-laws.

Total staff in Executive Services includes 5 Police Officers and 4 Civilians.



POLICE SERVICES: SUPPORT SERVICES

2015 OPERATING
BUDGET

Cost Centre

250-2505

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2015 to 2014)	(2015 to 2014)
REVENUE				

=====				
EXPENDITURES				
Salaries	2,663,385	2,027,685	(635,700)	-23.87%
Benefits	716,145	525,620	(190,525)	-26.60%
	3,379,530	2,553,305	(826,225)	-24.45%
Travel and training	54,725	32,400	(22,325)	-40.79%
Vehicle allowance, maintenance and repairs	13,895	16,620	2,725	19.61%
Utilities and Fuel	183,300	183,300	0	
Materials and supplies	278,080	335,270	57,190	20.57%
Maintenance and repairs	285,050	305,640	20,590	7.22%
Purchased and contracted services	120,600	138,600	18,000	14.93%
Capital expense	275,650	315,300	39,650	14.38%
	1,211,300	1,327,130	115,830	9.56%
	4,590,830	3,880,435	(710,395)	-15.47%
=====				
TAX LEVY	4,590,830	3,880,435	(710,395)	-15.47%

Full Time Positions	32.0	23.0	(9.0)
Part Time Hours	10,500.0	4,500	(6,000.0)

Operating Budget Summary

An Inspector is in charge of Support Services, which encompasses Public Complaints, Internal Investigations, Management Services (vehicles and building), Information Technology and Court Services. Total staff in Support Services includes 8 police officers, 6 full-time civilians, 6 full-time special constable and 3 part-time special constables. A Staff Sergeant and Civilian Clerk are assigned to Professional Standards Bureau. The Staff Sergeant conducts internal audits and investigates complaints received from the public. The Sergeant in Management Services is responsible for vehicle and building maintenance, evidence and property, the Police communications system, and quartermaster stores. A special constable in Management Services is responsible for exhibits and property that are held in the possession of the Police Service. Responsibilities include the receiving of, cataloguing, controlling and final disposition of thousands of pieces of evidence and recovered property each year. Court Services operates off-site in the Crown Attorney's building. They prepare the documentation required for the prosecution of all charges. Court security is responsible for overall security at the court house, which includes prisoner transportation, and ensuring the security of Judges and persons taking part in or attending hearings/court. A Sgt oversees Operators in CERB which answer all emergency calls for service.



POLICE SERVICES: PATROL SERVICES

2015 OPERATING
BUDGET

Cost Centre 250-2510

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2015 to 2014)	Change (2015 to 2014)
REVENUE				

=====				
EXPENDITURES				
Salaries	8,635,845	8,880,455	244,610	2.83%
Benefits	2,099,425	2,135,155	35,730	1.70%
	10,735,270	11,015,610	280,340	2.61%

Travel and training	80,100	83,700	3,600	4.49%
Vehicle allowance, maintenance and repairs	344,395	286,520	(57,875)	-16.80%
Utilities and Fuel	160,000	160,000	0	
Materials and supplies	107,380	92,460	(14,920)	-13.89%
Maintenance and repairs	2,800	2,800	0	
Capital expense	39,800	20,200	(19,600)	-49.25%
	734,475	645,680	(88,795)	-12.09%

	11,469,745	11,661,290	191,545	1.67%
=====				
TAX LEVY	11,469,745	11,661,290	191,545	1.67%

Full Time Positions	87.0	90.0	3.0
Part Time Hours	-	-	-

Operating Budget Summary

An Inspector is in charge of PATROL SERVICES, which includes Uniformed Officers, Traffic Services and members in highly specialized emergency services units. Total staff in Patrol Services includes 88 Officers and 1 Civilian. Front line supervisors (Staff Sergeants) are responsible for each of the 4 uniformed platoons in Patrol Services. Patrol Services provides 24-hour, days a week coverage for immediate response to calls for service. Mobile and/or foot Patrol Officers are constantly contact with the Central Emergency Reporting Bureau ensuring an efficient and rapid response. A Staff Sergeant assists the Inspector in the coordination of the Emergency Services Unit. Twelve members of Patrol Services are specially trained to respond to high-risk incidents, calls involving weapons, and to assist in dynamic entries and searches for wanted persons. Patrol Services has a K-9 Unit consisting of one Constable and one dog, a German Shepherd dog named Justice. They assist in the investigation of break and enters, searches for property, drug searches, wanted and missing persons. Patrol Services is also responsible for Motorcycle, Marine, Snowmobile Patrol, Bicycle and Foot Patrol. Traffic Services consists of one Sergeant, three Constables, and a Civilian Clerk. The Traffic Sergeant is responsible for coordinating all special community events and parades, selective traffic enforcement, and the R.I.D.E. Program, The Clerk is responsible for maintaining and recording accident reports, traffic offences, and arranging special duty assignment. The Traffic The Alternate Reporting Centre (ARC) is mainly designed to assist members who need a temporary accomodation that will allow them to return to full duties.



POLICE SERVICES: INVESTIGATION SERVICES

2015 OPERATING
BUDGET

Cost Centre 250-2515

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2015 to 2014)	(2015 to 2014)
REVENUE				

=====				
EXPENDITURES				
Salaries	3,516,990	3,132,110	(384,880)	-10.94%
Benefits	839,615	736,020	(103,595)	-12.34%
	4,356,605	3,868,130	(488,475)	-11.21%

Travel and training	97,550	92,225	(5,325)	-5.46%
Vehicle allowance, maintenance and repairs	84,970	85,930	960	1.13%
Utilities and Fuel	28,000	28,000	0	
Materials and supplies	118,895	172,800	53,905	45.34%
Capital expense	52,155	50,510	(1,645)	-3.15%
	381,570	429,465	47,895	12.55%

	4,738,175	4,297,595	(440,580)	-9.30%
=====				
TAX LEVY	4,738,175	4,297,595	(440,580)	-9.30%
Full Time Positions	33.0	29.0	(4.0)	
Part Time Hours	-	-	-	

Operating Budget Summary

A Detective Inspector is in charge of INVESTIGATION SERVICES, which includes the Investigations Unit, Technological Crime Unit, Fraud Unit, Forensic Identification Unit, High School Liaison Program, Proceeds of Crime Unit, Domestic Violence Coordinator, Intelligence Unit and the Problem Oriented Policing Response Team (POPR). Staffing complement for Investigation Services is 29 police officers and civilian. Investigation Services is broken up into 2 distinct investigation lines. One being Operation and the other Support. A Staff Sergeant oversees each function. Operations consist of 2 teams with each supervised by a Sergeant who has 4 constables assigned to him/her. This unit includes the Forensic and Fraud Units. Support is comprised of the Drug Enforcement unit, Crime Suppression Unit along with officers assigned to Criminal Intelligence, Domestic Violence Coordinator, 2 High School Liaison officers and the Technological Crime Unit. Investigation Services, primarily through the Operations function, is responsible for investigating all major crimes including murder, break and enter robbery, sexual assault, arson and theft. Through the Support function a more proactive approach can be taken towards combating crime; this being most notable through efforts of the High School Liaison and other specialty units.



POLICE SERVICES: COMMUNITY SERVICES

2015 OPERATING
BUDGET

Cost Centre 250-2520

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2015 to 2014)	Change (2015 to 2014)
REVENUE				
EXPENDITURES				
Salaries	315,325	400,370	85,045	26.97%
Benefits	74,225	95,890	21,665	29.19%
	389,550	496,260	106,710	27.39%
Travel and training	2,100	8,250	6,150	292.86%
Vehicle allowance, maintenance and repairs	13,645	12,075	(1,570)	-11.51%
Utilities and Fuel	2,540	2,540	0	
Materials and supplies	13,150	8,970	(4,180)	-31.79%
Purchased and contracted services	17,300	13,550	(3,750)	-21.68%
Capital expense	850	1,450	600	70.59%
	49,585	46,835	(2,750)	-5.55%
	439,135	543,095	103,960	23.67%
TAX LEVY	439,135	543,095	103,960	23.67%
Full Time Positions	3.0	4.0	1.0	
Part Time Hours	560.0	-	(560.0)	

Operating Budget Summary

A Staff Sergeant is currently in charge of COMMUNITY SERVICES, and supervises the activities of 3 constables. The S/Sergeant's duties include monitoring all of the Service's community-based policing programs such as Neighborhood Watch and Block Parents, and directing the child safety programs in all elementary schools in our City. The officers visit all elementary schools numerous times during the school year. The officers present lectures in each school on a wide variety of topics from Elmer the Safety Elephant to the VIP program. This section supervises the School Safety Patrollers Program and arranges for the best patrollers to attend an educational trip held each spring in Ottawa. Officers also supervise the adult school crossing guards. Community Services is a liaison with many organizations and service clubs that work very closely with the Police Service in our community-based policing programs, including the annual Crime Prevention Seminar and Police Community Programs Awards. Lectures are also provided to many special interest groups such as teacher and parent associations, community agencies and neighbourhood groups. Officers from this section are involved in many parades, fundraisers and other community events.



POLICE SERVICES: ADMINISTRATION SERVICES

2015 OPERATING
BUDGET

Cost Centre 250-2525

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2015 to 2014)	Change (2015 to 2014)
REVENUE				
EXPENDITURES				
Salaries	1,545,765	2,144,715	598,950	38.75%
Benefits	374,260	535,660	161,400	43.13%
	1,920,025	2,680,375	760,350	39.60%
Travel and training	100,800	127,950	27,150	26.93%
Vehicle allowance, maintenance and repairs	13,005	14,615	1,610	12.38%
Utilities and Fuel	4,000	4,000	0	
Materials and supplies	19,565	3,620	(15,945)	-81.50%
Purchased and contracted services	15,600	0	(15,600)	-100.00%
Capital expense	5,400	6,300	900	16.67%
	158,370	156,485	(1,885)	-1.19%
	2,078,395	2,836,860	758,465	36.49%
TAX LEVY	2,078,395	2,836,860	758,465	36.49%
Full Time Positions	17.0	27.0	10.0	
Part Time Hours	4,600.0	10,600	6,000.0	

Operating Budget Summary

ADMINISTRATION SERVICES is managed by an Inspector and includes Human Resources, Personnel Services, Pay Equity, Training Services, Health & Safety and Student Placement. Human Resources is staffed by the HR Coordinator who is responsible for the maintenance of personnel files, all human resource databases and reports, employee benefits, and Administration support. Human Resources include WSIB reports, Health and Safety and Pay Equity compliance, recruitment and selection process for Civilian and Police personnel, promotional processes, collective agreement applications, and other employment-related matters. The Training office is staffed by one full-time officer and one part-time seconded use of force/firearms officer. They are responsible for all officer, civilian and special constable training needs which includes in-service, firearms, use of force, line-up and outreach training.

There are 9 day shift staff assigned to the day to day operation of our Central Records which is supervised by 1 Civilian Supervisor. Two front desk staff administer Taxi By-law 55, conduct criminal and Police record searches, and complete requests for incident report information. Ten part-time civilians type officer reports and relieve full-time positions as needed. The Inspector in charge of Administration Services continues to work very closely with all of his personnel to ensure that the Police Service infrastructure continues to function efficiently, while ensuring that operating costs remain at the lowest possible level.



POLICE SERVICES: POLICE SERVICES BOARD

2014 OPERATING
BUDGET

Cost Centre 250-2530

	2014 BUDGET	2015 BUDGET	\$	%
			Change (2015 to 2014)	Change (2015 to 2014)
REVENUE				

=====				
EXPENDITURES				
Salaries	7,715	7,715	0	
	7,715	7,715	0	
Travel and training	5,200	5,200	0	
Materials and supplies	8,630	8,630	0	
Purchased and contracted services	45,000	45,000	0	
	58,830	58,830	0	
	66,545	66,545	0	
=====				
TAX LEVY	66,545	66,545	0	

Operating Budget Summary

The SAULT STE. MARIE POLICE SERVICES BOARD is responsible for the provision of policing services, law enforcement, and crime prevention in the City of Sault Ste. Marie and Prince Township.

The Police Services Board holds monthly meetings and passes resolutions and by-laws for the governing of the Police Service. The amount budgeted for the Board's requirement is necessary to carry out its functional responsibilities.

The Police Services Board is responsible for negotiating collective agreements with the Sault Ste. Marie Police Association which represents all Police Officers up to and including the rank of Staff Sergeant and the majority of Civilians and the Sault Ste. Marie Senior Officers' Association which represents four Inspectors and four Senior Civilians. The Chief of Police and Deputy Chief of Police are not represented by an Association as prescribed in the Police Services Act.

The Police Services Board is comprised of two provincially appointed members, two members from City Council, and one community member appointed by Council along with one part-time Secretary to the Police Services Board.

The Sault Ste. Marie Police Services Board was formerly known as the "Police Commission", however, with revisions to the Police Services Act, 1990, this name was changed to reflect the Act.



POLICE SERVICES: SUMMER PROGRAM

2015 OPERATING
BUDGET

Cost Centre

250-2540

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2015 to 2014)	(2015 to 2014)
REVENUE				

=====				
EXPENDITURES				
Salaries	6,020	15,720	9,700	161.13%
Benefits	1,494	1,500	6	0.40%
	7,514	17,220	9,706	129.17%
	7,514	17,220	9,706	129.17%
TAX LEVY	7,514	17,220	9,706	129.17%
Full Time Positions	-	-	-	
Part Time Hours	2,440	2,440	-	

Operating Budget Summary

The Sault Ste. Marie Police Service receives funding for partial costs related to summer students. Funding has been difficult to secure over the past few years.

We presently use this account for summer students outside of the NORTOP program, if any.



POLICE SERVICES: MND NORTOP

2015 OPERATING

Cost Centre 250-2545

	2014 BUDGET	2015 BUDGET	Change	
			\$ (2015 to 2014)	% (2015 to 2014)
REVENUE				

=====				
EXPENDITURES				
Salaries	0	6,160	6,160	
Benefits	575	585	10	1.74%
	575	6,745	6,170	1073.04%

	575	6,745	6,170	1073.04%
=====				
TAX LEVY	575	6,745	6,170	1073.04%
Full Time Positions	-	-	-	
Part Time Hours	-	560	560.0	

Operating Budget Summary

Northern Training Opportunities Program (N.O.R.T.O.P.) Students

Partial wages, vacation pay, and benefit costs for two students under this program.

Program includes:

- . Neighbourhood Watch
- . Biz Watch
- . P.C. Cops
- . Crime Prevention Programs
- . Parade floats
- . Police / Public relations activities
- . Administrative/clerical duties

City of Sault Ste Marie
ENGINEERING & PLANNING
Budget Summary

Department	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				
Fees and user charges	1,062,350	924,215	(138,135)	-13.00%
Government grants (including OMPF)	35,000	35,000	0	
Contribution from own funds	184,100	381,475	197,375	107.21%
	1,281,450	1,340,690	59,240	4.62%
EXPENDITURES				
Salaries	3,503,105	3,461,725	(41,380)	-1.18%
Benefits	888,375	885,816	(2,559)	-0.29%
	4,391,480	4,347,541	(43,939)	-1.00%
Travel and training	48,430	48,430	0	
Vehicle allowance, maintenance and repairs	59,150	59,850	700	1.18%
Utilities and Fuel	3,378,490	5,712,300	2,333,810	69.08%
Materials and supplies	288,980	279,280	(9,700)	-3.36%
Maintenance and repairs	220,000	220,000	0	
Rents and leases	100,000	100,000	0	
Financial expenses	0	500	500	
Purchased and contracted services	4,957,850	3,567,350	(1,390,500)	-28.05%
Transfer to own funds	1,340,000	1,340,000	0	
Capital expense	50,700	50,500	(200)	-0.39%
	10,443,600	11,378,210	934,610	8.95%
	14,835,080	15,725,751	890,671	6.00%
TAX LEVY	13,553,630	14,385,061	831,431	6.13%



**ENGINEERING & PLANNING: ENGINEERING -
ADMINISTRATION**

2015 OPERATING
BUDGET

Cost Centres:

300-3000

	2014 BUDGET	2015 BUDGET	2015 OPERATING BUDGET	
			\$ Change (2015 to 2014)	% Change (2015 to 2014)
REVENUE				
Fees and user charges	14,500	14,740	240	1.66%
Government grants (including OMPF)	35,000	35,000	0	
	49,500	49,740	240	0.48%
EXPENDITURES				
Salaries	264,530	265,060	530	0.20%
Benefits	77,775	76,330	(1,445)	-1.86%
	342,305	341,390	(915)	-0.27%
Travel and training	5,675	5,675	0	
Vehicle allowance, maintenance and repairs	200	200	0	
Materials and supplies	35,750	34,990	(760)	-2.13%
Purchased and contracted services	600	500	(100)	-16.67%
Capital expense	2,500	2,500	0	
	44,725	43,865	(860)	-1.92%
	387,030	385,255	(1,775)	-0.46%
TAX LEVY	337,530	335,515	(2,015)	-0.60%
Full Time Positions	3.0	3.0	-	
Part Time Hours	-	-	-	

Operating Budget Summary

This cost centre includes the Commissioner of Engineering & Planning, the Administrative Assistant and the Administrative Support Clerk.



ENGINEERING & PLANNING: ENGINEERING - DESIGN

2015 OPERATING
BUDGET

Cost Centres: 300-3002

	2014 BUDGET	2015 BUDGET	\$	
			Change (2015 to 2014)	% Change (2015 to 2014)
REVENUE				

=====				
EXPENDITURES				
Salaries	1,321,750	1,308,295	(13,455)	-1.02%
Benefits	326,245	324,730	(1,515)	-0.46%
	1,647,995	1,633,025	(14,970)	-0.91%

Vehicle allowance, maintenance and repairs	50,650	50,650	0	
Utilities and Fuel	30,000	30,000	0	
Materials and supplies	44,000	40,570	(3,430)	-7.80%
Transfer to own funds	40,000	40,000	0	
Capital expense	41,500	41,500	0	
	206,150	202,720	(3,430)	-1.66%

	1,854,145	1,835,745	(18,400)	-0.99%
=====				
TAX LEVY	1,854,145	1,835,745	(18,400)	-0.99%

Full Time Positions	22.0	22.0	-
Part Time Hours	1,830.0	1,830	-

Operating Budget Summary

This cost centre consists of four (4) Engineers and fourteen (14) Technical Staff. Summer students are utilized to assist the Technical Staff during the construction season. The major activities conducted by this Cost Centre are:

- 1) Design and prepare plans for Capital and miscellaneous construction projects.
- 2) Obtain the necessary field survey information to enable the design and preparation of plans for Capital and miscellaneous construction projects.
- 3) Provide the necessary survey field layout materials and CCTV inspection for construction projects.
- 4) Provide drawings and survey work for other Municipal Departments, as required.
- 5) Provide technical support for maintenance programs administered by the Department of Public Works and Transportation and outside design consultants.
- 6) Keep and maintain design drawings and infrastructure records for the Municipality.
- 7) Maintain a Corporate Geographic Information System (G.I.S.) through the Innovation Centre.
- 8) Provide information to developers, builders, the public and other municipal departments on municipal services and their availability to properties within the City.



ENGINEERING & PLANNING: ENGINEERING - ENVIROMENTAL INITIATIVE

2015 OPERATING BUDGET

Cost Centres: 300-3010

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2015 to 2014)	(2015 to 2014)
REVENUE				

=====				
EXPENDITURES				
Salaries	84,610	84,735	125	0.15%
Benefits	21,775	21,175	(600)	-2.76%
	106,385	105,910	(475)	-0.45%

Travel and training	5,485	5,485	0	
Materials and supplies	53,000	53,000	0	
Purchased and contracted services	15,000	15,000	0	
	73,485	73,485	0	

	179,870	179,395	(475)	-0.26%
=====				
TAX LEVY	179,870	179,395	(475)	-0.26%
Full Time Positions	1.0	1.0	-	
Part Time Hours	610.0	610	-	

Operating Budget Summary

This cost centre includes one full time employee and one summer student. Funds allow for training, conferences, workshops, and tradeshows relevant to the Green Committee's Terms of Reference. Staff provides support to other City departments through the development and delivery of staff training, and identifying and applying for available funding opportunities.

The cost centre supports initiatives that reduce the corporate carbon footprint in the areas of fleet management, waste management, municipal operations, and public and employee awareness. Funds allow for the completion of energy audits and small scale retrofits for municipal buildings, an idle free fleet, improved recycling in corporate facilities, and allows for delegations and experts to visit the community and speak on various topics.

Funds from this cost centre have been used for large scale retrofits (i.e. lighting) and leveraging additional funds from external sources. Partnerships have been made to complete energy efficiency projects, and explore new technologies through pilot projects.

It is anticipated that the Green Committee's mandate will expand in subsequent years. In order to comply with Provincial legislation, regulation and funding requirements related to sustainability, energy and water, additional staffing and financial resources may be required.



ENGINEERING & PLANNING: BUILDING SERVICES - CIVIC CENTRE OPERATIONS

2015 OPERATING

Cost Centres: 300-3040
300-3042
300-3044
300-3048

	2014 BUDGET	2015 BUDGET	Change	
			\$ (2015 to 2014)	% (2015 to 2014)
REVENUE				

=====				
EXPENDITURES				
Salaries	501,210	485,855	(15,355)	-3.06%
Benefits	128,765	131,116	2,351	1.83%
	629,975	616,971	(13,004)	-2.06%
Utilities and Fuel	362,400	362,400	0	
Materials and supplies	57,020	53,850	(3,170)	-5.56%
Maintenance and repairs	220,000	220,000	0	
Purchased and contracted services	115,850	119,450	3,600	3.11%
Capital expense	4,000	4,000	0	
	759,270	759,700	430	0.06%
	1,389,245	1,376,671	(12,574)	-0.91%
=====				
TAX LEVY	1,389,245	1,376,671	(12,574)	-0.91%

Full Time Positions	9.0	9.0	-
Part Time Hours	4,030.0	3,861.0	(169.0)

Operating Budget Summary

Under the direction of the Supervisor of Building Services, the Handyperson/Caretakers are responsible for carrying out repairs at the Civic Centre and at other buildings in a timely fashion. The cost provides for:

- Supervision of the Civic Centre and Social Services maintenance and/or caretaking cost centres.
- Supervision of numerous maintenance contractors required through the year at the Civic Centre and at other buildings.
- The design and preparation of drawings for all alterations within the Civic Centre and the supervision of contractors during construction stage.
- Management of the corporate telephone network.
- Management of HVAC systems.
- Supervision of the Civic Centre security.
- Monitoring of the Civic Centre energy conservation program.

Repairs and equipment upgrades are required in order to ensure buildings are maintained at appropriate levels and accessibility issues are addressed.



ENGINEERING & PLANNING: BUILDING INSPECTION

2015 OPERATING BUDGET

Cost Centres:

300-3020

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2015 to 2014)	(2015 to 2014)
REVENUE				
Fees and user charges	936,600	796,225	(140,375)	-14.99%
Contribution from own funds	184,100	381,475	197,375	107.21%
	1,120,700	1,177,700	57,000	5.09%
EXPENDITURES				
Salaries	691,330	677,130	(14,200)	-2.05%
Benefits	171,715	171,330	(385)	-0.22%
	863,045	848,460	(14,585)	-1.69%
Travel and training	23,180	23,180	0	
Vehicle allowance, maintenance and repairs	7,000	7,000	0	
Utilities and Fuel	16,000	10,000	(6,000)	-37.50%
Materials and supplies	71,860	69,910	(1,950)	-2.71%
Rents and leases	100,000	100,000	0	
Financial expenses	0	500	500	
Capital expense	1,500	1,500	0	
	219,540	212,090	(7,450)	-3.39%
	1,082,585	1,060,550	(22,035)	-2.04%
TAX LEVY	(38,115)	(117,150)	(79,035)	207.36%
Full Time Positions	11.5	11.5	-	
Part Time Hours	1,220.0	1,220	-	

Operating Budget Summary

The 2014 construction year has been consistent with activity experienced in 2013. Permit values for construction projects will be close to \$100,000,000. Some of these projects will carry over to the next 2 years. An example of this would be the new high school. Demand for building inspection services remains at a high level as a result. We anticipate site visits for building inspection to exceed 6,000 for 2014 and remain at the same level for 2015.

Currently we have almost 5,500 outstanding permits that require finalization. Throughout 2014 we have been able to finalize approximately 700 permit records. Our goal throughout 2015 is to continue to follow-up on these outstanding permits to ensure finalization.

Our anticipated revenue for 2015 is expected to be lower than 2014 at approximately \$780,000. We anticipated a small deficit in revenue over expenses in 2015. All exceeded expenditures will be taken from reserves. The purpose of the reserve fund is to ensure these costs are covered over the length of the project as well as covering costs when there is a down-turn in construction activity. In 2014 it is anticipated we will also have a deficit of approximately \$144,785. Reserve will be used to cover this shortfall. At this current rate, the reserve fund should remain for another 5 years.



ENGINEERING & PLANNING: BY-LAW ENFORCEMENT

2015 OPERATING
BUDGET

Cost Centres: 300-3022

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2015 to 2014)	(2015 to 2014)
REVENUE				

=====				
EXPENDITURES				
Salaries	125,305	125,490	185	0.15%
Benefits	31,200	31,315	115	0.37%
	156,505	156,805	300	0.19%
Travel and training	1,700	1,700	0	
Vehicle allowance, maintenance and repairs	1,000	1,500	500	50.00%
Utilities and Fuel	2,300	2,300	0	
Materials and supplies	5,555	5,165	(390)	-7.02%
	10,555	10,665	110	1.04%
	167,060	167,470	410	0.25%
=====				
TAX LEVY	167,060	167,470	410	0.25%
Full Time Positions	1.9	1.9	-	
Part Time Hours	610.0	610.0	-	

Operating Budget Summary
 By-law Enforcement has again been very active. We will have conducted almost 1,500 enforcement site visits for the year 2014. It is anticipated that these numbers will remain the same over 2015. This is the third year for enforcement of the new Property Standards By-Law and Yard By-law. We have undertaken approximately 70 yard clean-up actions under the authority of this new By-Law in 2014. We have also demolished 2 houses, a residential 6 plex and multi use building as a result of unsafe conditions. All costs associated with clean-up and demolition actions are recoverable through municipal taxes.

There is one full time by-law enforcement officer 1 summer student and 2 other shared staff from the Building Division that contribute to by-law enforcement. These staff also do administration and Property Standards Officer duties.

We have also undertaken a downtown redevelopment initiative as part of the City's Downtown Community Improvement Plan. This involved interior and exterior inspections on approximately 60 buildings within the targeted Gore Street catchment area. The purpose of the inspections was to ensure compliance to the minimum standards contained in our Minimum Standards By-Law. This is an on-going action plan that has shown some improvement to the streetscape. We anticipate this action plan to be completed in 2014.



ENGINEERING & PLANNING: PLANNING

2015 OPERATING BUDGET

Cost Centres: 300-3030
300-3035
300-3038

	2014	2015	\$	%
BUDGET	BUDGET	BUDGET	Change (2015 to 2014)	Change (2015 to 2014)
REVENUE				
Fees and user charges	111,250	113,250	2,000	1.80%
	111,250	113,250	2,000	1.80%
EXPENDITURES				
Salaries	514,370	515,160	790	0.15%
Benefits	130,900	129,820	(1,080)	-0.83%
	645,270	644,980	(290)	-0.04%
Travel and training	12,390	12,390	0	
Vehicle allowance, maintenance and repairs	300	500	200	66.67%
Materials and supplies	21,795	21,795	0	
Purchased and contracted services	26,400	26,400	0	
Capital expense	1,200	1,000	(200)	-16.67%
	62,085	62,085	0	
	707,355	707,065	(290)	-0.04%
TAX LEVY	596,105	593,815	(2,290)	-0.38%
Full Time Positions	7.0	7.0	-	
Part Time Hours	1,220.0	1,220	-	

Operating Budget Summary

The Planning Division co-ordinates the approval process and makes recommendations to Council on Provincial legislation and development applications with respect to land use planning within the City. This includes the current comprehensive review of the City's Official Plan and an annual review and update of the City's Zoning By-law. Development applications include Official Plan amendments, rezonings, subdivision and condominium approvals and site plan agreements. Matters relating to planning policy are developed with the assistance of the Planning Advisory Committee.

The Planning Division also provides all administrative and technical support to the Committee of Adjustment, an independent decision-making body appointed by City Council that is responsible for minor variance and consent applications.

Staff assist developers and investors with their information, location and site design requirements. We work closely with the SSM Economic Development Corporation to promote community development.

In addition the Planning Division undertakes major community development projects such as the Downtown Development Initiative, Rental Housing Community Improvement Plan, Canal District Neighbourhood Plan, new signs by-law, John Rowswell Hub Trail and cycling projects and assists with Destiny Sault Ste. Marie.



ENGINEERING & PLANNING: OTHER - FIRE HYDRANTS

2015 OPERATING

Cost Centres:

310-3100

	2014 BUDGET	2015 BUDGET	\$	%
			Change (2015 to 2014)	Change (2015 to 2014)
REVENUE				
EXPENDITURES				
Utilities and Fuel	865,840	902,600	36,760	4.25%
	865,840	902,600	36,760	4.25%
	865,840	902,600	36,760	4.25%
TAX LEVY	865,840	902,600	36,760	4.25%

Operating Budget Summary
 Estimated cost for fire hydrants.



ENGINEERING & PLANNING: OTHER - STREETLIGHTS

2015 OPERATING
BUDGET

Cost Centres:

310-3105

	2014 BUDGET	2015 BUDGET	\$	%
			Change (2015 to 2014)	Change (2015 to 2014)
REVENUE				

=====				
EXPENDITURES				
Utilities and Fuel	2,101,950	2,855,000	753,050	35.83%
	2,101,950	2,855,000	753,050	35.83%
	2,101,950	2,855,000	753,050	35.83%
	2,101,950	2,855,000	753,050	35.83%
TAX LEVY	2,101,950	2,855,000	753,050	35.83%

Operating Budget Summary
Estimated cost for streetlights.



ENGINEERING & PLANNING: OTHER - SEWAGE DISPOSAL SYSTEM

2015 OPERATING BUDGET

Cost Centres:

310-3110

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2015 to 2014)	(2015 to 2014)
REVENUE				

=====				
EXPENDITURES				
Utilities and Fuel	0	1,550,000	1,550,000	
Purchased and contracted services	4,800,000	3,406,000	(1,394,000)	-29.04%
	4,800,000	4,956,000	156,000	3.25%
	4,800,000	4,956,000	156,000	3.25%
TAX LEVY	4,800,000	4,956,000	156,000	3.25%

Operating Budget Summary

Costs for operation of sewage plants and trunk sewers.
 Costs are completely offset by sewer surcharge revenue.



ENGINEERING & PLANNING: OTHER - MISCELLANEOUS CONSTRUCTION

2015 OPERATING BUDGET

Cost Centres:

310-3214

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2015 to 2014)	(2015 to 2014)
REVENUE				

=====				
EXPENDITURES				
Transfer to own funds	1,300,000	1,300,000	0	
	1,300,000	1,300,000	0	
	1,300,000	1,300,000	0	
TAX LEVY	1,300,000	1,300,000	0	

Operating Budget Summary

Miscellaneous small construction projects, such as asphalt resurfacing.

City of Sault Ste Marie
PUBLIC WORKS & TRANSPORTATION
Budget Summary

Department	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				
Fees and user charges	7,298,600	7,312,646	14,046	0.19%
Government grants (including OMPF)	1,723,805	1,716,130	(7,675)	-0.45%
Contribution from own funds	70,000	130,500	60,500	86.43%
Other income	1,000	1,000	0	
	9,093,405	9,160,276	66,871	0.74%
EXPENDITURES				
Salaries	19,387,945	19,462,294	74,349	0.38%
Benefits	6,044,665	5,842,720	(201,945)	-3.34%
	25,432,610	25,305,014	(127,596)	-0.50%
Travel and training	99,255	98,055	(1,200)	-1.21%
Vehicle allowance, maintenance and repairs	3,143,460	3,015,612	(127,848)	-4.07%
Utilities and Fuel	2,932,960	2,910,515	(22,445)	-0.77%
Materials and supplies	3,650,075	3,821,381	171,306	4.69%
Maintenance and repairs	367,150	366,850	(300)	-0.08%
Taxes and licenses	340,575	339,260	(1,315)	-0.39%
Financial expenses	4,000	9,725	5,725	143.13%
Purchased and contracted services	3,277,230	3,448,190	170,960	5.22%
Transfer to own funds	2,547,580	2,480,715	(66,865)	-2.62%
Capital expense	23,895	15,020	(8,875)	-37.14%
Less: recoverable costs	(338,055)	(290,131)	47,924	-14.18%
	16,048,125	16,215,192	167,067	1.04%
	41,480,735	41,520,206	39,471	0.10%
TAX LEVY	32,387,330	32,359,930	(27,400)	-0.08%



**PUBLIC WORKS AND TRANSPORTATION:
ADMINISTRATION**

2015 OPERATING

Cost Centre 400-4012

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	701,400	702,550	1,150	0.16%
Benefits	826,445	823,015	(3,430)	-0.42%
	1,527,845	1,525,565	(2,280)	-0.15%

Travel and training	8,600	8,600	0	
Vehicle allowance, maintenance and repairs	20,300	20,300	0	
Materials and supplies	110,380	96,010	(14,370)	-13.02%
Purchased and contracted services	15,000	25,000	10,000	66.67%
Capital expense	3,000	3,000	0	
	157,280	152,910	(4,370)	-2.78%

	1,685,125	1,678,475	(6,650)	-0.39%
=====				
TAX LEVY	1,685,125	1,678,475	(6,650)	-0.39%
Full Time Positions	9.0	9.0	-	
Part Time Hours	-	-	-	

Operating Budget Summary

This cost centre covers the wages and benefits for all administrative personnel. In 2014, department WSIB costs are reflected only in Administration. In addition, there is a provision in account to cover costs of business travel, employee training, telephones and office equipment and supplies. Job training funds along with health and safety are located in this Cost Centre



PUBLIC WORKS AND TRANSPORTATION: WORKS-SUPERVISION/OVERHEAD

2015 OPERATING

Cost Centre

400-4014

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	2,311,145	2,313,380	2,235	0.10%
Benefits	617,850	595,175	(22,675)	-3.67%
	2,928,995	2,908,555	(20,440)	-0.70%

Travel and training	30,000	30,000	0	
Vehicle allowance, maintenance and repairs	55,000	55,000	0	
	85,000	85,000	0	

	3,013,995	2,993,555	(20,440)	-0.68%
=====				
TAX LEVY	3,013,995	2,993,555	(20,440)	-0.68%
Full Time Positions, all Works	109.0	109.0	-	
Part Time Hours	-	-	-	

Operating Budget Summary

This Cost Centre shows the wages and benefits for all Supervisory Staff. Also included is all overhead time (vacation, statutory holidays, sick leave, etc) for all Works employees.

Approved Staff includes numbers for all of Works (Roadways, Sidewalks, Winter Control, Sanitary Sewers and Storm Sewers)



PUBLIC WORKS AND TRANSPORTATION: ROADWAYS

2015 OPERATING

Cost Centre 400-4000

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	967,520	959,975	(7,545)	-0.78%
Benefits	268,975	255,450	(13,525)	-5.03%
	1,236,495	1,215,425	(21,070)	-1.70%

Vehicle allowance, maintenance and repairs	925,200	925,200	0	
Materials and supplies	844,960	844,960	0	
Purchased and contracted services	11,500	11,500	0	
Less: recoverable costs	(5,000)	(5,000)	0	
	1,776,660	1,776,660	0	

	3,013,155	2,992,085	(21,070)	-0.70%
=====				
TAX LEVY	3,013,155	2,992,085	(21,070)	-0.70%

Operating Budget Summary

The Roadway Cost Centre covers various activities such as pothole patching, permanent repairs, grading, flushing and sweeping. Other activities in this Cost Centre include ditching, laneway maintenance, culvert repairs/replacement, and guiderail maintenance. These activities run from April until November, weather permitting.

See Cost Centre 400-4014

Works: Administration/Supervision/Overhead for Approved Staff numbers for all of Works (Roadways, Sidewalks, Winter Control, Sanitary Sewers, Storm Sewers)



PUBLIC WORKS AND TRANSPORTATION: TRAFFIC

2015 OPERATING
BUDGET

Cost Centre 400-4004

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	849,635	850,990	1,355	0.16%
Benefits	223,405	214,885	(8,520)	-3.81%
	1,073,040	1,065,875	(7,165)	-0.67%

Travel and training	10,140	10,140	0	
Vehicle allowance, maintenance and repairs	109,640	109,640	0	
Utilities and Fuel	82,000	82,000	0	
Materials and supplies	250,710	174,310	(76,400)	-30.47%
Purchased and contracted services	165,000	241,400	76,400	46.30%
	617,490	617,490	0	

	1,690,530	1,683,365	(7,165)	-0.42%
=====				
TAX LEVY	1,690,530	1,683,365	(7,165)	-0.42%
Full Time Positions, all Works	15.0	15.0	-	
Part Time Hours	1,830.0	1,830	-	

Operating Budget Summary

This Cost Centre provides funds to maintain and manage the traffic control systems for the safe and efficient movement of vehicles and pedestrians.

Electronics personnel and paint crews, along with a sign painter carry out the work.



**PUBLIC WORKS AND TRANSPORTATION: SIDEWALKS
(INCLUDING WINTER CONTROL)**

2015 OPERATING

Cost Centre

400-4008

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	351,375	348,065	(3,310)	-0.94%
Benefits	97,680	92,620	(5,060)	-5.18%
	449,055	440,685	(8,370)	-1.86%

Vehicle allowance, maintenance and repairs	328,090	328,090	0	
Materials and supplies	97,030	97,030	0	
Purchased and contracted services	1,500	1,500	0	
	426,620	426,620	0	

	875,675	867,305	(8,370)	-0.96%
=====				
TAX LEVY	875,675	867,305	(8,370)	-0.96%

Operating Budget Summary

This Cost Centre covers such activities as sidewalk repairs, sidewalk replacement, curb repairs and curb replacement. It also includes snow plowing and sanding of sidewalks.

Council approves the sidewalk/curb repairs on an annual basis.

The work in this Cost Centre is carried out from early spring to late fall.

See Cost Centre 400-4014 Works:
Administration/Supervision/Overhead for Approved Staff numbers for all of Works (Roadways, Sidewalks, Winter Control, Sanitary Sewers, Storm Sewers)



PUBLIC WORKS AND TRANSPORTATION: WINTER CONTROL - ROADWAYS

2015 OPERATING BUDGET

Cost Centre

400-4010

	2014 BUDGET	2015 BUDGET	2015 OPERATING BUDGET	
			\$ Change (2014 to 2015)	% Change (2014 to 2015)
REVENUE				
Fees and user charges	67,965	67,965	0	
	67,965	67,965	0	
EXPENDITURES				
Salaries	1,768,260	1,755,935	(12,325)	-0.70%
Benefits	491,575	467,255	(24,320)	-4.95%
	2,259,835	2,223,190	(36,645)	-1.62%
Vehicle allowance, maintenance and repairs	2,468,830	2,559,433	90,603	3.67%
Materials and supplies	1,137,205	1,151,585	14,380	1.26%
Purchased and contracted services	10,000	10,000	0	
Less: recoverable costs	(40,000)	(40,000)	0	
	3,576,035	3,681,018	104,983	2.94%
	5,835,870	5,904,208	68,338	1.17%
TAX LEVY	5,767,905	5,836,243	68,338	1.18%

Operating Budget Summary

The activities under this Cost Centre include the various winter control functions of the department such as snow plowing of streets, bus stops and lanes, the removal of snow from streets and the clearing of sand from all paved streets following the winter snowfall.

All of the activities under this Cost Centre provide a level of service for the safe movement of vehicles and pedestrians.

Winter control is carried out 24-hours a day, 7-days a week, as dictated by weather conditions. From November 9th (earlier if the weather dictates), until the end of the spring clean-up.

See Cost Centre 400-4014

Works:Administration/Supervision/Overhead for Approved Staff numbers for all of Works (Roadways, Sidewalks, Winter Control, Sanitary Sewers, Storm Sewers)



PUBLIC WORKS AND TRANSPORTATION: SANITARY SEWERS

2015 OPERATING BUDGET

Cost Centre

400-4020

	2014 BUDGET	2015 BUDGET	2015 OPERATING BUDGET	
			\$ Change (2014 to 2015)	% Change (2014 to 2015)
REVENUE				
Fees and user charges	17,500	17,500	0	
	17,500	17,500	0	
EXPENDITURES				
Salaries	613,665	610,720	(2,945)	-0.48%
Benefits	170,595	162,510	(8,085)	-4.74%
	784,260	773,230	(11,030)	-1.41%
Vehicle allowance, maintenance and repairs	353,210	353,210	0	
Utilities and Fuel	25,000	25,000	0	
Materials and supplies	377,390	377,390	0	
Purchased and contracted services	28,500	28,500	0	
	784,100	784,100	0	
	1,568,360	1,557,330	(11,030)	-0.70%
TAX LEVY	1,550,860	1,539,830	(11,030)	-0.71%

Operating Budget Summary

This Cost Centre funds the cleaning (flushing) of the sanitary sewer infrastructure.

Residential lateral repairs on City property, main repairs and all inspections are charged to this Cost Centre. The maintenance for all 18 sanitary pump stations is on this Cost Centre.

See Cost Centre 400-4014

Works: Administration/Supervision/Overhead for Approved Staff numbers for all of Works (Roadways, Sidewalks, Winter Control, Sanitary Sewers, Storm Sewers)



PUBLIC WORKS AND TRANSPORTATION: STORM SEWERS

2015 OPERATING BUDGET

Cost Centre 400-4022

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	230,455	229,349	(1,106)	-0.48%
Benefits	64,065	61,030	(3,035)	-4.74%
	294,520	290,379	(4,141)	-1.41%

Vehicle allowance, maintenance and repairs	151,750	151,750	0	
Utilities and Fuel	1,000	1,000	0	
Materials and supplies	94,000	94,000	0	
Purchased and contracted services	500	500	0	
	247,250	247,250	0	

	541,770	537,629	(4,141)	-0.76%
=====				
TAX LEVY	541,770	537,629	(4,141)	-0.76%

Operating Budget Summary

This Cost Centre funds the cleaning (flushing) of the storm sewer infrastructure.

Main repairs and all inspections are charged to this Cost Centre

See Cost Centre 400-4014
 Works: Administration/Supervision/Overhead for Approved Staff numbers for all of Works (Roadways, Sidewalks, Winter Control, Sanitary Sewers, Storm Sewers)



PUBLIC WORKS AND TRANSPORTATION: CARPENTRY

2015 OPERATING
BUDGET

Cost Centre 400-4016

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	586,140	609,580	23,440	4.00%
Benefits	156,935	157,185	250	0.16%
	743,075	766,765	23,690	3.19%

Travel and training	4,230	4,230	0	
Vehicle allowance, maintenance and repairs	15,490	15,490	0	
Materials and supplies	19,780	19,780	0	
Less: recoverable costs	(253,055)	(205,131)	47,924	-18.94%
	(213,555)	(165,631)	47,924	-22.44%

	529,520	601,134	71,614	13.52%
=====				
TAX LEVY	529,520	601,134	71,614	13.52%
Full Time Positions	9.0	9.5	0.5	
Part Time Hours	-	-	-	

Operating Budget Summary

The Carpentry Cost Centre covers several types of construction projects. This group will do work such as office renovations to constructing a new building. Their expertise is in concrete, framing, cabinetry and brick work.

The Carpentry area does work for all departments under the City umbrella.



PUBLIC WORKS AND TRANSPORTATION: BUILDINGS AND EQUIPMENT

2015 OPERATING BUDGET

Cost Centre 400-4018

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	1,839,905	1,881,640	41,735	2.27%
Benefits	501,220	488,155	(13,065)	-2.61%
	2,341,125	2,369,795	28,670	1.22%
Travel and training	12,600	12,600	0	
Vehicle allowance, maintenance and repairs	(3,256,680)	(3,271,856)	(15,176)	0.47%
Utilities and Fuel	1,214,895	1,214,895	0	
Materials and supplies	183,720	182,720	(1,000)	-0.54%
Purchased and contracted services	143,565	136,565	(7,000)	-4.88%
Transfer to own funds	1,334,830	1,334,830	0	
	(367,070)	(390,246)	(23,176)	6.31%
	1,974,055	1,979,549	5,494	0.28%

=====				
TAX LEVY	1,974,055	1,979,549	5,494	0.28%

Full Time Positions	31.5	31.5	-
Part Time Hours	-	-	-

Operating Budget Summary

This Cost Centre provides funds for the operation of the Main Garage at 128 Sackville Road. At this site there is a watchman on duty 24/7 and part of his duties is to receive after-hour calls from the public, and monitor alarms.

All repairs to buildings and exterior grounds maintenance are paid out of this Cost Centre.

Costs such as heating, water and electricity are activities also included in this Cost Centre.

The maintenance for the Works Divisions equipment is centralized at 128 Sackville Road.



PUBLIC WORKS AND TRANSPORTATION: WASTE MANAGEMENT

2015 OPERATING BUDGET

Cost Centre

400-4040

	2014 BUDGET	2015 BUDGET	2015 OPERATING BUDGET	
			\$ Change (2014 to 2015)	% Change (2014 to 2015)
REVENUE				
Fees and user charges	3,184,600	3,184,600	0	
Government grants (including OMPF)	535,000	581,000	46,000	8.60%
Contribution from own funds	20,000	30,500	10,500	52.50%
	3,739,600	3,796,100	56,500	1.51%
EXPENDITURES				
Salaries	1,352,910	1,378,095	25,185	1.86%
Benefits	373,590	363,445	(10,145)	-2.72%
	1,726,500	1,741,540	15,040	0.87%
Travel and training	5,000	5,000	0	
Vehicle allowance, maintenance and repairs	802,380	802,380	0	
Utilities and Fuel	44,300	44,300	0	
Materials and supplies	46,000	106,000	60,000	130.43%
Taxes and licenses	84,650	80,685	(3,965)	-4.68%
Financial expenses	2,000	2,000	0	
Purchased and contracted services	2,451,100	2,576,795	125,695	5.13%
Transfer to own funds	1,003,775	882,471	(121,304)	-12.08%
	4,439,205	4,499,631	60,426	1.36%
	6,165,705	6,241,171	75,466	1.22%
TAX LEVY	2,426,105	2,445,071	18,966	0.78%
Full Time Positions	22.0	22.0	-	
Part Time Hours	610.0	610.0	-	

Operating Budget Summary

This Cost Centre is for the environmentally safe disposal of approximately 70,000 tonnes of municipal waste annually, in accordance with Ministry of Environment regulations and the Certificate of Approval.

With approximately 9 years of life left in site capacity, emphasis is being placed on waste diversion.

The waste contracts increase every year by the CPI index and the Fuel escalation cost.
 Up until now we have funded the increases from our current budget but will require budget increases in future years.
 This budget includes \$10,500 for the approved not for profit tipping fee rebate program.



PUBLIC WORKS AND TRANSPORTATION: PARKS

2015 OPERATING
BUDGET

Cost Centre 400-4400

	2014 BUDGET	2015 BUDGET	Change	
			\$ (2014 to 2015)	% (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	1,759,965	1,763,315	3,350	0.19%
Benefits	418,820	408,520	(10,300)	-2.46%
	2,178,785	2,171,835	(6,950)	-0.32%

Travel and training	3,470	3,470	0	
Vehicle allowance, maintenance and repairs	370,320	302,870	(67,450)	-18.21%
Utilities and Fuel	61,700	61,700	0	
Materials and supplies	246,540	257,990	11,450	4.64%
Purchased and contracted services	139,560	139,560	0	
Less: recoverable costs	(40,000)	(40,000)	0	
	781,590	725,590	(56,000)	-7.16%

	2,960,375	2,897,425	(62,950)	-2.13%
=====				
TAX LEVY	2,960,375	2,897,425	(62,950)	-2.13%
Full Time Positions	26.0	26.0	-	
Part Time Hours	31,110.0	31,110.0	-	

Operating Budget Summary

This cost centre provides for regular administrative functions for the Parks Division.

Staff wages for the Parks Area Coordinator, Operations, Sportfield Maintenance Supervisor, Forestry/Horticulture Maintenance Supervisor, are within this Cost Centre.

This Cost Centre is utilized for the general maintenance and purchases required for all Park sites. Included is the grass cutting, structural maintenance, etc..

Caretaking of our Sport Complexes, as well as all related services such as field lining are included along with Forestry a Horticulture and Green House operations. The Hub trail will be maintained through this division also.

Also included is the benefits, uniform allowances, safety supplies, training, etc. for employee's.



PUBLIC WORKS AND TRANSPORTATION: CEMETERY

2015 OPERATING

Cost Centre

400-4300

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
Fees and user charges	1,067,665	1,068,885	1,220	0.11%
Contribution from own funds	50,000	100,000	50,000	100.00%
	1,117,665	1,168,885	51,220	4.58%
EXPENDITURES				
Salaries	647,345	648,205	860	0.13%
Benefits	151,460	147,980	(3,480)	-2.30%
	798,805	796,185	(2,620)	-0.33%
Travel and training	2,000	2,000	0	
Vehicle allowance, maintenance and repairs	48,100	48,100	0	
Utilities and Fuel	100,500	100,500	0	
Materials and supplies	64,590	63,991	(599)	-0.93%
Financial expenses	2,000	2,000	0	
Purchased and contracted services	62,695	62,695	0	
Transfer to own funds	38,975	93,414	54,439	139.68%
	318,860	372,700	53,840	16.89%
	1,117,665	1,168,885	51,220	4.58%
TAX LEVY	0	0	0	0

Full Time Positions	9.0	9.0	-
Part Time Hours	10,980.0	10,980.0	-

Operating Budget Summary

This cost centre provides for the year round operations of the municipal cemeteries. (Greenwood - New / Old, Holy Sepulchre, West Korah and Pine Grove.) Included in the cost centre are the year round operation expenditures of the cemeteries are the maintenance costs of the administrative office, crematorium, visitation room, chapel, mechanic's garage, main garage, mausoleum and columbariums. Also included in this cost centre are the expenditures for the summer maintenance of the Queen Street Historical Cemetery. Wages and benefits for administrative and unionized personnel are contained in this cost centre.

Phase 14 of Cemetery Master Plan should commence in the spring of 2015, with the construction of a new mausoleum. Anticipated completion will be the fall of 2015.

Two smaller jobs are scheduled for 2015: (1) replacement of the roof at the service garage off of Peoples Road, and (2) replacement of the worn fence at Pinegrove Cemetery.



PUBLIC WORKS AND TRANSPORTATION: SCHOOL GUARDS

2015 OPERATING BUDGET

Cost Centre

400-4006

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	279,000	267,685	(11,315)	-4.06%
	279,000	267,685	(11,315)	-4.06%
Vehicle allowance, maintenance and repairs	995	2,000	1,005	101.01%
Materials and supplies	1,795	12,105	10,310	574.37%
	2,790	14,105	11,315	405.56%
	281,790	281,790	0	
=====				
TAX LEVY	281,790	281,790	0	

Operating Budget Summary

This Cost Centre provides funds for school guards under the direction of a Supervisor who reports to City Police Services and the Deputy Commissioner of PWT.

This service provides adults to assist children at approximately 25 locations across the City.



PUBLIC WORKS AND TRANSPORTATION: TRANSIT

2015 OPERATING BUDGET

Cost Centre	400-4100 400-4101 400-4105	400-4106 400-4107 400-4110	400-4120		
	2014	2015	\$	%	
	BUDGET	BUDGET	Change	Change	
			(2014 to 2015)	(2014 to 2015)	
REVENUE					
Fees and user charges	2,583,500	2,583,476	(24)	0.00%	
Government grants (including OMPF)	1,188,805	1,135,130	(53,675)	-4.52%	
Other income	1,000	1,000	0		
	3,773,305	3,719,606	(53,699)	-1.42%	
EXPENDITURES					
Salaries	4,979,460	4,997,610	18,150	0.36%	
Benefits	1,640,150	1,567,215	(72,935)	-4.45%	
	6,619,610	6,564,825	(54,785)	-0.83%	
Travel and training	22,015	22,015	0		
Vehicle allowance, maintenance and repairs	745,565	587,370	(158,195)	-21.22%	
Utilities and Fuel	1,387,215	1,389,360	2,145	0.15%	
Materials and supplies	163,985	331,520	167,535	102.16%	
Maintenance and repairs	238,330	245,410	7,080	2.97%	
Taxes and licenses	209,575	220,055	10,480	5.00%	
Financial expenses	0	4,000	4,000		
Purchased and contracted services	87,535	49,685	(37,850)	-43.24%	
Transfer to own funds	130,000	130,000	0		
Capital expense	16,895	8,020	(8,875)	-52.53%	
	3,001,115	2,987,435	(13,680)	-0.46%	
	9,620,725	9,552,260	(68,465)	-0.71%	
TAX LEVY	5,847,420	5,832,654	(14,766)	-0.25%	
Full Time Positions	90.3	90.3	-		
Part Time Hours	610.0	610.0	-		

Operating Budget Summary

Cost centre supports all costs associated with the admin of the Transit Services Division re: planning, budgeting, marketing, revenue control, scheduling and WSIB costs.

Applicable revenues have been adjusted to reflect realistic projections for 2015.

This section covers wages and benefits for the office staff, which includes: Manager of Transit and Parking, Area Coordinator of Transit and Parking, Accounts Clerk and Clerk Stenographer. In addition, all support costs for the operation of printing, coin counting, etc. for the administrative office is included.

One student assists in the office during the summer months. All personnel issues, customer enquiries or complaints are processed by administration.



PUBLIC WORKS AND TRANSPORTATION: PARKING

2015 OPERATING
BUDGET

	2014 BUDGET	2015 BUDGET	\$	%
			Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
Fees and user charges	377,370	390,220	12,850	3.41%
	377,370	390,220	12,850	3.41%
EXPENDITURES				
Salaries	149,765	145,200	(4,565)	-3.05%
Benefits	41,900	38,280	(3,620)	-8.64%
	191,665	183,480	(8,185)	-4.27%
Travel and training	1,200	0	(1,200)	-100.00%
Vehicle allowance, maintenance and repairs	5,270	6,635	1,365	25.90%
Utilities and Fuel	16,350	11,760	(4,590)	-28.07%
Materials and supplies	11,990	11,990	0	
Maintenance and repairs	128,820	121,440	(7,380)	-5.73%
Taxes and licenses	46,350	38,520	(7,830)	-16.89%
Financial expenses	0	1,725	1,725	
Purchased and contracted services	160,775	164,490	3,715	2.31%
Transfer to own funds	40,000	40,000	0	
Capital expense	4,000	4,000	0	
	414,755	400,560	(14,195)	-3.42%
	606,420	584,040	(22,380)	-3.69%
TAX LEVY	229,050	193,820	(35,230)	-15.38%
Full Time Positions	3.0	3.0	-	
Part Time Hours	1,220.0	1,220	-	

Operating Budget Summary

Area is responsible for the Parking Enforcement Program, operation of Municipal Lots, collection and processing of parking meter revenues, maintenance of meter equipment and preparation for the prosecution of unpaid parking infractions.

NOTE:

A total of \$40,000 has been transferred from other accounts within the global allocation for Parking Enforcement. The capital transfer will occur for five years and will be used for the purchase and installation of "pay and display" parking machines in the downtown core.

The Parking Enforcement Division continues to administer and operate the eight- 2 hour free Municipal Parking Lots and the two permit only lots. Yearly, monthly and daily spaces are available for lease.

PRIVATE PROPERTY:

The Parking Enforcement Division administers and trains Special Constables to enforce parking regulations on private property. There are presently 141 Special Constables approved by municipal by-law for this purpose. The Parking Enforcement Unit will also, upon request, enforce violations on private property the downtown core.

City of Sault Ste Marie
COMMUNITY SERVICES DEPARTMENT
Budget Summary

Department	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				
Fees and user charges	4,834,655	5,002,228	167,573	3.47%
Government grants (including OMPF)	104,180	104,180	0	
Other income	35,320	41,320	6,000	16.99%
	4,974,155	5,147,728	173,573	3.49%
EXPENDITURES				
Salaries	5,716,932	5,419,450	(297,482)	-5.20%
Benefits	1,152,358	1,054,042	(98,316)	-8.53%
	6,869,290	6,473,492	(395,798)	-5.76%
Travel and training	11,935	14,935	3,000	25.14%
Vehicle allowance, maintenance and repairs	8,185	7,835	(350)	-4.28%
Utilities and Fuel	1,322,650	1,340,385	17,735	1.34%
Materials and supplies	395,295	350,610	(44,685)	-11.30%
Maintenance and repairs	686,500	866,445	179,945	26.21%
Program expenses	140,950	121,200	(19,750)	-14.01%
Goods for resale	620,295	618,175	(2,120)	-0.34%
Rents and leases	10,250	10,250	0	
Taxes and licenses	1,360	1,360	0	
Financial expenses	49,380	36,970	(12,410)	-25.13%
Purchased and contracted services	213,555	220,650	7,095	3.32%
Grants to others	15,510	14,000	(1,510)	-9.74%
Transfer to own funds	84,490	82,715	(1,775)	-2.10%
Capital expense	40,305	42,205	1,900	4.71%
	3,600,660	3,727,735	127,075	3.53%
	10,469,950	10,201,227	(268,723)	-2.57%
	5,495,795	5,053,499	(442,296)	-8.05%



**COMMUNITY SERVICES DEPARTMENT: CENTRAL
ADMINISTRATION**

2015 OPERATING
BUDGET

Cost Centre: 500-5000
500-5002

	2014	2015	<u>\$</u>	<u>%</u>
	BUDGET	BUDGET	<u>Change</u>	<u>Change</u>
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	339,620	342,440	2,820	0.83%
Benefits	111,883	111,125	(758)	-0.68%
	451,503	453,565	2,062	0.46%

Travel and training	8,985	8,985	0	
Vehicle allowance, maintenance and repairs	1,500	1,500	0	
Materials and supplies	21,770	20,945	(825)	-3.79%
Maintenance and repairs	1,000	1,000	0	
Purchased and contracted services	3,500	3,500	0	
Capital expense	740	740	0	
	37,495	36,670	(825)	-2.20%

	488,998	490,235	1,237	0.25%
=====				
TAX LEVY	488,998	490,235	1,237	0.25%

Full Time Positions	4.0	4.0	-
Part Time Hours	-	-	-

Operating Budget Summary

Central Administration of the Community Services Department is located in the Civic Centre and consists of the Commissioner Community Services, Office Supervisor, and two Office Clerks, who provide clerical and administrative support to the Commissioner, the Recreation and Culture Division, as well as the other departmental divisions as required. Staff support is given to the Switchboard/Reception of the Civic Centre on a daily basis.



COMMUNITY SERVICES DEPARTMENT: RECREATION & CULTURE - ADMINISTRATION

2015 OPERATING BUDGET

Cost Centres: 500-5010

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				
Fees and user charges	74,645	61,070	(13,575)	-18.19%
	74,645	61,070	(13,575)	-18.19%
EXPENDITURES				
Salaries	323,830	324,810	980	0.30%
Benefits	75,195	72,735	(2,460)	-3.27%
	399,025	397,545	(1,480)	-0.37%
Vehicle allowance, maintenance and repairs	1,400	1,250	(150)	-10.71%
Utilities and Fuel	300	300	0	
Materials and supplies	4,860	3,900	(960)	-19.75%
Purchased and contracted services	5,000	8,135	3,135	62.70%
Transfer to own funds	7,325	5,850	(1,475)	-20.14%
	18,885	19,435	550	2.91%
	417,910	416,980	(930)	-0.22%
TAX LEVY	343,265	355,910	12,645	3.68%

Full Time Positions	3.0	3.0	-
Part Time Hours	4,600.0	4,600.0	-

Operating Budget Summary

This is primarily an administrative cost centre. The Division will continue to review and respond to changing recreation/leisure needs in the community. The three staff identified are the Manager, the Supervisor of Community Services and Supervisor of Recreation. One part time Summer Program Assistant and Summer Students to assist in program development and implementation are also charged to this cost centre.

Including all cost centres, the responsibilities of the Division include outdoor sport facility scheduling and development, green space bookings, the Alcohol Risk Management Program, Special Events, Seniors Services including the Drop-In Centre and Steelton Centre, Roberta Bondar Park, Marina and Pavilion, Waterfront security, Bellevue Marina, Lock Operations at the Sault Canal and the Historic Sites Board including the Ermatinger, Clergue National Historic Site. Additional staff include the Supervisor of Senior Services, 2 full time Seniors' Centres programmers, the Curator of the ECNHS and a full time heritage programmer. Other staffing requirements are made up from a compliment of part-time staff at all Divisional facilities.

Committees of Council for which the Division is responsible include the Cultural Advisory Board, the Municipal Heritage Committee, Parks & Recreation Advisory Committee and representation on the Museum Management Board and St. Marys River Marine Heritage Centre Board. In addition, the Division is responsible the administration of various cultural and sport competition grant programs and policies of the municipality. Volunteer hours continue to be an important resource for the Division.

Special Events such as Bon Soo, Rotary Community Days and Canada Day have staff directly assigned to them.

Note - The net budget increase of over \$15,000 is due mainly to lower revenue projections from loss in athletic field revenues. This comes as a result of the public utilizing the new artificial turf field at Superior Heights School. Budget also increased by \$2025 to reflect funds available from savings in the operating budget of the Lock (5080).



COMMUNITY SERVICES DEPARTMENT: RECREATION & CULTURE - SPORTS ADMINISTRATION

2015 OPERATING
BUDGET

Cost Centres: 500-5012

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	7,200	7,200	0	
Benefits	685	630	(55)	-8.03%
	7,885	7,830	(55)	-0.70%
Materials and supplies	1,860	1,860	0	
Capital expense	4,575	4,575	0	
	6,435	6,435	0	
	14,320	14,265	(55)	-0.38%
TAX LEVY	14,320	14,265	(55)	-0.38%
Full Time Positions	-	-	-	
Part Time Hours	610.0	610.0	-	

Operating Budget Summary
 Administration for local sport organizations is supported through this cost centre.

The Recreation & Culture Division provides the delivery of outdoor green space scheduling and administration, community sport networking, support to sports organizations, administration of the Canadian Tire Jump Start Program and the administration of the Sault Ste. Marie Sports Hall of Fame. The Recreation & Culture Division provides no direct programming for sports activities and relies on sporting volunteers and organizations to provide these opportunities to the community.

A summer student is hired under this cost centre to assist with scheduling and support services to sport groups during the peak summer season.

Direct summer camp program delivery is not provided within this cost centre.



COMMUNITY SERVICES DEPARTMENT: RECREATION & CULTURE - CANADA DAY

2015 OPERATING BUDGET

Cost Centres:

500-5017

	2014 BUDGET	2015 BUDGET	\$	%
			Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
Other income	10,000	10,000	0	
	10,000	10,000	0	
EXPENDITURES				
Materials and supplies	20,000	20,000	0	
	20,000	20,000	0	
	20,000	20,000	0	
TAX LEVY	10,000	10,000	0	

Operating Budget Summary

Each year on July 1st, the Recreation and Culture Division organizes a Canada Day celebration held at Roberta Bondar Park. This event attracts approximately 10,000-15,000 people who enjoy family activities, musical entertainment and fireworks at dusk. In 2015, the event will be held at Roberta Bondar Park. Entertainment fees, sound services, fireworks products and miscellaneous expenses are charged to this cost centre.

Funds to offset the cost to host this event come from corporate and public donations, federal grants, food and vendor fees and municipal budget dollars.



COMMUNITY SERVICES DEPARTMENT: RECREATION & CULTURE - MISCELLANEOUS PROGRAMS

2015 OPERATING BUDGET

Cost Centres: 500-5014

	2014	2015	\$	%
			Change	Change
	BUDGET	BUDGET	(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	3,185	3,180	(5)	-0.16%
Benefits	300	275	(25)	-8.33%
	3,485	3,455	(30)	-0.86%

Materials and supplies	1,000	3,510	2,510	251.00%
Purchased and contracted services	12,200	11,200	(1,000)	-8.20%
Grants to others	3,510	2,000	(1,510)	-43.02%
Capital expense	500	500	0	
	17,210	17,210	0	

	20,695	20,665	(30)	-0.14%
=====				
TAX LEVY	20,695	20,665	(30)	-0.14%

Full Time Positions	-	-	-
Part Time Hours	225.0	225.0	-

Operating Budget Summary

This cost centre is primarily used to work with various groups in the community. The Recreation & Culture Division is able to encourage and support a number of groups to operate their programs and community services. Some examples are as follows:
 Summer Concerts -- This program provides musical performances by a number of groups at the Roberta Bondar Pavilion and occasionally at the Bellevue Park Band Shell or Mariners Compass in Clergue park.
 Special Events - Canada Day, Bon Soo Winter Carnival, Rotary Community Days are considered major events. Additional larger size special events include the Drum Festival, Relay for Life, and smaller Festivals.

The administrative costs associated with the Cultural Advisory Board are handled through this area. Programs and services include the Cultural Financial Assistance Grants and the Cultural Advisory Board Community Recognition Award.



COMMUNITY SERVICES DEPARTMENT: RECREATION & CULTURE -
PARKS & RECREATION ADVISORY COMMITTEE

2015 OPERATING
BUDGET

Cost Centres: 500-5020

	2014	2015	\$	%
			Change	Change
	BUDGET	BUDGET	(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				

Materials and supplies	2,465	2,465	0	
	2,465	2,465	0	
	2,465	2,465	0	
=====				
TAX LEVY	2,465	2,465	0	

Operating Budget Summary

The Parks and Recreation Advisory Committee is appointed by City Council to advise, assist and make recommendations in the provision of parks and recreation services and programs for the citizens of Sault Ste. Marie. The Committee is comprised of 1 member of Council and 8 individuals from the community. The Recreation and Culture Division provides staff as well as administrative support to the Committee.

Ten public meetings are held during the year in addition to subcommittee meetings.

This cost centre provides for various board-related expenses.



COMMUNITY SERVICES DEPARTMENT: RECREATION & CULTURE - SPORT FISHING

2014 OPERATING BUDGET

Cost Centres: 500-5080

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
EXPENDITURES				
Maintenance and repairs	1,000	1,000	0	
	1,000	1,000	0	
	1,000	1,000	0	
TAX LEVY	1,000	1,000	0	

Operating Budget Summary

Funds are to maintain the former fish hatchery building on Canal Drive



COMMUNITY SERVICES DEPARTMENT: RECREATION & CULTURE -
ROBERTA BONDAR PARK

2015 OPERATING
BUDGET

Cost Centres:

500-5030
500-5032
500-5036

	2014 BUDGET	2015 BUDGET	\$	
			Change (2014 to 2015)	% (2014 to 2015)
REVENUE				
Fees and user charges	25,170	24,905	(265)	-1.05%
	25,170	24,905	(265)	-1.05%
EXPENDITURES				
Salaries	63,780	63,780	0	
Benefits	6,285	5,605	(680)	-10.82%
	70,065	69,385	(680)	-0.97%
Utilities and Fuel	12,425	12,425	0	
Materials and supplies	10,090	10,100	10	0.10%
Goods for resale	9,100	9,000	(100)	-1.10%
Financial expenses	250	100	(150)	-60.00%
Purchased and contracted services	76,195	76,195	0	
Capital expense	2,800	2,800	0	
	110,860	110,620	(240)	-0.22%
	180,925	180,005	(920)	-0.51%
TAX LEVY	155,755	155,100	(655)	-0.42%

Full Time Positions	-	-	-
Part Time Hours	5,010.0	4,260.0	(750.0)

Operating Budget Summary

This cost centre provides for the day to day operation and maintenance of Roberta Bondar Park and the Tent Pavilion. Event bookings at the Tent Pavilion facility have increased over the past 2 years and are expected to remain comparable in 2015. Efforts to look at expanded usage are ongoing through partnerships with new and existing community users.

Preventative maintenance procedures have been implemented at this facility, however, an annual increase in contractor costs is anticipated in the next few years due to repairs required to maintain aging mechanical systems and general maintenance of the facility as identified in the Asset Management Facility Conditions Assessment Report.



COMMUNITY SERVICES DEPARTMENT: RECREATION & CULTURE - BELLEVUE MARINA

2015 OPERATING

Cost Centres:

500-5040

	2014 BUDGET	2015 BUDGET	\$	%
			Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
Fees and user charges	176,750	171,750	(5,000)	-2.83%
Other income	20	20	0	
	176,770	171,770	(5,000)	-2.83%
EXPENDITURES				
Salaries	32,000	44,860	12,860	40.19%
Benefits	3,050	3,940	890	29.18%
	35,050	48,800	13,750	39.23%
Vehicle allowance, maintenance and repairs	200	200	0	
Utilities and Fuel	12,050	12,050	0	
Materials and supplies	5,130	5,130	0	
Maintenance and repairs	22,000	22,000	0	
Goods for resale	70,450	70,450	0	
Rents and leases	2,000	2,000	0	
Taxes and licenses	275	275	0	
Financial expenses	2,000	2,000	0	
Purchased and contracted services	9,200	9,200	0	
Capital expense	1,500	1,500	0	
	124,805	124,805	0	
	159,855	173,605	13,750	8.60%
TAX LEVY	(16,915)	1,835	18,750	-110.85%

Full Time Positions	-	-	-
Part Time Hours	2,440.0	3,540.0	1,100.0

Operating Budget Summary

The cost centre represents the expenditures associated with the annual operation of Bellevue Marina. This includes staffing, operational and maintenance costs.

Revenues and expenditures from the operation of the municipal marina is netted out at the end of the year and the profit is transferred into the Marina Reserve Account.

Bellevue Marina has faced the following challenges over the past year: increased maintenance costs due to an aging facility and significant changes in the water levels have presented challenges from a marina operations perspective.

The facility requires ongoing maintenance and repairs in 2015. It is expected that additional repairs to the dock and pontoons as well as electrical, plumbing upgrades will be required. Additional repairs to the boat launch ramp will be necessary.



COMMUNITY SERVICES DEPARTMENT: RECREATION & CULTURE - BONDAR MARINA

2015 OPERATING BUDGET

Cost Centres: 500-5050

	2014 BUDGET	2015 BUDGET	\$	
			Change (2014 to 2015)	% Change (2014 to 2015)
REVENUE				
Fees and user charges	65,190	69,780	4,590	7.04%
Other income	1,300	1,300	0	
	66,490	71,080	4,590	6.90%
EXPENDITURES				
Salaries	32,000	44,860	12,860	40.19%
Benefits	3,055	3,940	885	28.97%
	35,055	48,800	13,745	39.21%
Utilities and Fuel	14,000	14,000	0	
Materials and supplies	3,200	3,200	0	
Maintenance and repairs	11,000	11,700	700	6.36%
Goods for resale	46,250	46,250	0	
Taxes and licenses	265	265	0	
Financial expenses	1,965	1,965	0	
Purchased and contracted services	5,500	4,700	(800)	-14.55%
Capital expense	400	500	100	25.00%
	82,580	82,580	0	
	117,635	131,380	13,745	11.68%
TAX LEVY	51,145	60,300	9,155	17.90%

Full Time Positions	-	-	-
Part Time Hours	2,440.0	3,540.0	1,100.0

Operating Budget Summary

This cost centre represents the expenditures associated with the operation of the Roberta Bondar Transient Marina. This includes staffing, operational and maintenance costs. Expenditures for Bellevue and Bondar Marinas are offset by revenues at both facilities and excess profit is transferred to the Marina Reserve Account.

The dock system at the marina is aging and each year it will be necessary to repair a number of the pontoons. Bondar Marina has faced the following challenges over the past year: Decline in tourists, increased maintenance and repairs required. Revenues are projected to be similar to 2014. No major events are planned for 2015 which would boost visitation.

If the Museum Ship Norgoma is removed from the marina basin a plan will need to be developed to use the additional space. Redevelopment of the facility is needed to accommodate larger boats and improve prospects of generating revenue at the facility.



COMMUNITY SERVICES DEPARTMENT: RECREATION & CULTURE - LOCKS OPERATIONS

2015 OPERATING BUDGET

Cost Centres: 500-5060

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	73,135	79,835	6,700	9.16%
Benefits	15,685	16,967	1,282	8.17%
	88,820	96,802	7,982	8.99%
Travel and training	500	0	(500)	-100.00%
Utilities and Fuel	1,440	0	(1,440)	-100.00%
Materials and supplies	(45,000)	(62,305)	(17,305)	38.46%
Maintenance and repairs	3,590	0	(3,590)	-100.00%
Purchased and contracted services	1,500	0	(1,500)	-100.00%
Capital expense	1,000	1,000	0	
	(36,970)	(61,305)	(24,335)	65.82%
	51,850	35,497	(16,353)	-31.54%
=====				
TAX LEVY	51,850	35,497	(16,353)	-31.54%

Full Time Positions	1.0	1.0	-
Part Time Hours	1,670.0	1,670.0	-

Operating Budget Summary
 This cost centre represents all costs associated with the operation and maintenance of the Sault Ste. Marie Canal Recreational Lock as set out in the original 1995 agreement with Parks Canada as revised in 2009. The City is responsible for 25% of the costs and Parks Canada 75%. Parks Canada makes a \$50,000 payment toward the annual costs each June and a final reconciliation is done at year end. Staff to operate the Lock are facility operators with Local 3 CSD and summer students. The lock operates from May 15 to October 15 each year so staff are required for 5 months out of the year.



COMMUNITY SERVICES DEPARTMENT: RECREATION & CULTURE - SENIOR CITIZEN DROP IN CENTRE

2015 OPERATING BUDGET

Cost Centres:

500-5070

	2014 BUDGET	2015 BUDGET	2015 OPERATING BUDGET	
			\$ Change (2014 to 2015)	% Change (2014 to 2015)
REVENUE				
Fees and user charges	16,800	16,800	0	
Government grants (including OMPF)	42,700	42,700	0	
	59,500	59,500	0	
EXPENDITURES				
Salaries	213,875	217,915	4,040	1.89%
Benefits	45,895	39,720	(6,175)	-13.45%
	259,770	257,635	(2,135)	-0.82%
Vehicle allowance, maintenance and repairs	600	600	0	
Utilities and Fuel	26,540	28,700	2,160	8.14%
Materials and supplies	23,375	22,535	(840)	-3.59%
Maintenance and repairs	27,915	29,250	1,335	4.78%
Rents and leases	8,250	8,250	0	
Purchased and contracted services	7,000	7,000	0	
Capital expense	2,000	2,000	0	
	95,680	98,335	2,655	2.77%
	355,450	355,970	520	0.15%
TAX LEVY	295,950	296,470	520	0.18%
Full Time Positions	1.7	1.7	-	
Part Time Hours	7,150.0	7,150.0	-	

Operating Budget Summary

The Senior Citizen Drop In Centre operates with a mandate to provide the opportunity for persons aged 55 years and over to participate in meaningful leisure pursuits. We provide services that address seniors' needs relative to recreation, information and communication. Staff make every effort to ensure that opportunities are provided for all seniors to become involved in their community and to maintain an active independent lifestyle. These efforts are effective in enhancing the quality of life of senior population. Staff work with the Senior Citizens Advisory Council. A significant amount of staff time is dedicated to fundraising of which \$16,800 is directed to the city in lieu of user fees. In addition the Advisory Council and the host Club 119 both contribute and assist financially with programs offered and the operations and maintenance of the centre. The Advisory Council has contributed to upgrades at our Centre this past year with installing of new flooring in our Computer /H.A.M. Radio room, purchased new draperies for windows as well as purchased new equipment for the enhancement of programs at our Centre. Staff are constantly recruiting, training and supporting the volunteer component. It is their efforts as instructors and program assistants that allow the success of many daily programs as well as all of the fundraising programs. These efforts place a drain on staff and does impact the amount of time we have available to address other potential projects. Seniors Services continues to respond to an increasing number of community organizations, developing partnerships that enhance our ability to offer programs geared to specific vulnerable populations. As the demographics of our community continue to rise towards a greater senior population we continue to experience demands on maximized facilities and human resources. Associated revenues include \$42,700. from the Elderly Persons Centres Grant through the Ontario Seniors Secretariat and \$16,800 in user fees paid by the Seniors Advisory Council for a total of \$59,500.

Note - Other Expenses namely Water/Electric, Natural Gas and Maintenance accounts were increased by a total of \$2,655 over the 2014 budget. Utilized savings from the Lock operating budget for 2015.



COMMUNITY SERVICES DEPARTMENT: RECREATION & CULTURE - STEELTON SENIOR CENTRE

2015 OPERATING BUDGET

Cost Centres: 500-5072

	2014 BUDGET	2015 BUDGET	\$	%
			Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
Government grants (including OMPF)	42,700	42,700	0	
	42,700	42,700	0	
EXPENDITURES				
Salaries	134,810	135,505	695	0.52%
Benefits	29,960	28,250	(1,710)	-5.71%
	164,770	163,755	(1,015)	-0.62%
Utilities and Fuel	16,155	18,090	1,935	11.98%
Materials and supplies	6,355	6,765	410	6.45%
Maintenance and repairs	12,405	15,905	3,500	28.21%
Purchased and contracted services	665	255	(410)	-61.65%
	35,580	41,015	5,435	15.28%
	200,350	204,770	4,420	2.21%
TAX LVEY	157,650	162,070	4,420	2.80%
Full Time Positions	1.3	1.3	-	
Part Time Hours	3,390.0	3,390.0	-	

Operating Budget Summary

The Steelton Senior Centre, located at 235 Wellington Street, West operates with a mandate to provide the opportunity for persons aged 55 years and over to participate in meaningful leisure pursuits. Staff works closely with the Steelton Senior Club 235. The club cooperates with staff and works to provide positive opportunities for seniors to become involved in their community by exploring their potential and by maintaining an active independent lifestyle. Each year dollars are raised by the host club and used in upgrading the facilities, and supporting the operation of programs. Senior Citizens Advisory Council has assisted with purchase of new equipment for our kitchen as well as new tables and chairs. Also they were instrumental in providing new flooring for both sides of the Steelton Senior Centre. Fundraising projects require a large commitment of staff time, to recruit and train volunteers and to operate the events such as the Annural Gift Wrapping Program held each year at the Station Mall Steelton. Club 235 pays \$4,800 per year rent to the City. This centre continues to provide a valuable service for our increasing older adult population.

Revenue of \$42,700 is the Elderly Persons Centres Grant from the Ministry of Health and Long Term Care.

Note- Other Expenses excluding Salaries / Benefits was increased by \$5,430. Utilized savings from Locks budget (10-500-5080). Increases in the Snow Removal budget (\$3,500) which has had no budget and increased Electrical/ Water (\$1935). Both increases are due to increased responsibilities for maintenance and lighting costs for the Municipal Parking Lot at 272 Wellington Street.



COMMUNITY SERVICES DEPARTMENT:
HISTORIC SITES BOARD - ERMATINGER CLERGUE N. H. S.

2015 OPERATING
BUDGET

Cost Centres:

550-5550 550-5555
550-5551 550-5560

	2014 BUDGET	2015 BUDGET	2015 OPERATING BUDGET	
			\$ Change (2014 to 2015)	% Change (2014 to 2015)
REVENUE				
Fees and user charges	40,800	60,300	19,500	47.79%
Government grants (including OMPF)	18,780	18,780	0	
	59,580	79,080	19,500	32.73%
EXPENDITURES				
Salaries	200,790	248,365	47,575	23.69%
Benefits	43,605	47,280	3,675	8.43%
	244,395	295,645	51,250	20.97%
Travel and training	950	1,450	500	52.63%
Vehicle allowance, maintenance and repairs	100	100	0	
Utilities and Fuel	17,280	18,500	1,220	7.06%
Materials and supplies	44,490	24,145	(20,345)	-45.73%
Maintenance and repairs	14,000	16,000	2,000	14.29%
Goods for resale	500	200	(300)	-60.00%
Financial expenses	600	600	0	
Purchased and contracted services	10,630	11,400	770	7.24%
Grants to others	12,000	12,000	0	
	100,550	84,395	(16,155)	-16.07%
	344,945	380,040	35,095	10.17%
TAX LEVY	285,365	300,960	15,595	5.46%

Full Time Positions	2.0	2.0	-
Part Time Hours	4,740.0	7,190.0	2,450.0

Operating Budget Summary

This cost centre covers the operation of the Ermatinger Clergue National Historic Site, the Historic Sites Board. ECNHS was and continues to be a strong and important link in the City's cultural tourism base. It represents a heritage gathering place and a valuable tourist destination, simply by its presence as a National Historic Site and also through Special Events and daily historic happenings that celebrate our history and culture. Programs offered include curriculum based school tours for students attending the Algoma District and Chippewa County. Currently the Site has been involved with the War of 1812 Bi-centennial Legacy and Celebrations planning, as well as hosting 1812 events. Outreach programs for the Site & 1812 reached from Toronto to Mackinaw.

Schools, chartered tours, and heritage culinary events comprise 60% of the visitation to the site.

Additional increases in wages and operating costs reflect the Heritage Discovery Centre coming on line in 2014. The additional costs associated with the on-going operation of the Heritage Discovery Centre were approved by council resolution prior to construction.

This cost centre also reflects the included costs associated with the Designated Property Grant Programs for owners of property designated under Part IV of the Ontario Heritage Act. The grant is paid to owners who have successfully completed approved restoration/conservation projects to the exterior of their property. The grants normally do not exceed 75% of the approved project costs or \$3,000.00 per year per project and is capped at \$12,000.00 annually.



**COMMUNITY SERVICES DEPARTMENT: FACILITY
ADMINISTRATION**

2015 OPERATING
BUDGET

Cost Centres:

500-5100

	2014 BUDGET	2015 BUDGET	2015 OPERATING BUDGET	
			\$ Change (2014 to 2015)	% Change (2014 to 2015)
REVENUE				
Fees and user charges	24,000	24,000	0	
	24,000	24,000	0	
EXPENDITURES				
Salaries	690,072	687,430	(2,642)	-0.38%
Benefits	188,365	180,015	(8,350)	-4.43%
	878,437	867,445	(10,992)	-1.25%
Travel and training	0	3,000	3,000	
Vehicle allowance, maintenance and repairs	2,500	2,500	0	
Materials and supplies	37,000	32,625	(4,375)	-11.82%
Maintenance and repairs	14,000	14,000	0	
Purchased and contracted services	6,000	6,000	0	
Transfer to own funds	15,000	15,000	0	
	74,500	73,125	(1,375)	-1.85%
	952,937	940,570	(12,367)	-1.30%
TAX LEVY	928,937	916,570	(12,367)	-1.33%
Full Time Positions	9.0	9.0	-	
Part Time Hours	3,660.0	3,660.0	-	

Operating Budget Summary

Centres operations, including the Essar Centre, the John Rhodes Community Centre Pool and Arena operations, the McMeeken Centre and the West End Community Centre.

This Cost Centre also includes monthly and annual maintenance costs to maintain, test, transport, fuel, ongoing consulting fee and repairs for the Community Emergency Disaster Generator. this Generator is Large enough to power the entire Essar Centre in the event the facility is needed by Emergency Services during a community disaster and there is a power outage.



**COMMUNITY SERVICES DEPARTMENT: FACILITY
SUMMER STUDENTS**

2015 OPERATING
BUDGET

Cost Centres:

500-5103

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	36,000	36,000	0	
Benefits	3,435	3,155	(280)	-8.15%
	39,435	39,155	(280)	-0.71%

=====				
	39,435	39,155	(280)	-0.71%
=====				
TAX LEVY	39,435	39,155	(280)	-0.71%

Full Time Positions	-	-	-
Part Time Hours	3,050.0	3,050.0	-

Operating Budget Summary

Community Centres Division hires summer students to assist with maintenance of the division's facilities and to assist with outdoor concessions and office work.



COMMUNITY SERVICES DEPARTMENT: JOHN RHODES CENTRE

2015 OPERATING BUDGET

Cost Centres:

500-5104	500-5110
500-5130	500-5112
500-5132	500-5118
500-5135	500-5134

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				
Fees and user charges	1,062,480	1,085,570	23,090	2.17%
Other income	7,000	8,000	1,000	14.29%
	1,069,480	1,093,570	24,090	2.25%
EXPENDITURES				
Salaries	1,136,065	1,089,565	(46,500)	-4.09%
Benefits	183,910	174,445	(9,465)	-5.15%
	1,319,975	1,264,010	(55,965)	-4.24%
Travel and training	1,500	1,500	0	
Vehicle allowance, maintenance and repairs	445	445	0	
Utilities and Fuel	666,380	662,250	(4,130)	-0.62%
Materials and supplies	66,875	67,100	225	0.34%
Maintenance and repairs	270,510	340,510	70,000	25.88%
Program expenses	2,250	1,500	(750)	-33.33%
Goods for resale	63,120	77,400	14,280	22.62%
Financial expenses	10,300	9,600	(700)	-6.80%
Purchased and contracted services	5,500	7,000	1,500	27.27%
Capital expense	1,100	6,100	5,000	454.55%
	1,087,980	1,173,405	85,425	7.85%
	2,407,955	2,437,415	29,460	1.22%
TAX LEVY	1,338,475	1,343,845	5,370	0.40%
Full Time Positions	7.6	7.6	-	
Part Time Hours	53,950.0	50,650.0	(3,300.0)	

Operating Budget Summary

A Red Cross approved water safety program and swimming instruction is provided to the School Boards and the public by qualified lifeguards/instructors. Public Swims and rentals are offered. The Sault Ste. Marie Aquatic Club and Northern Storm Aquatic Club are the major tenants. This facility is open all year except for a 2-week shutdown in September and a brief shutdown over the Christmas holidays. The pool opened in March 2000. It offers a wide variety of aquatic activities as well as spectator viewing.



COMMUNITY SERVICES DEPARTMENT: GRECO POOL

2015 OPERATING
BUDGET

Cost Centres: 500-5114

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	26,660	28,475	1,815	6.81%
Benefits	2,540	2,500	(40)	-1.57%
	29,200	30,975	1,775	6.08%
Utilities and Fuel	6,305	6,305	0	
Materials and supplies	2,755	2,755	0	
Maintenance and repairs	4,625	4,625	0	
	13,685	13,685	0	
	42,885	44,660	1,775	4.14%

=====				
TAX LEVY	42,885	44,660	1,775	4.14%
Full Time Positions	-	-	-	
Part Time Hours	2,260.0	2,260.0	-	

Operating Budget Summary

This pool is open to the public for the summer vacation months. There is no admission fee to this facility. The pool is supervised by qualified lifeguards, ensuring a safe recreational activity for the public. This pool is heated.



COMMUNITY SERVICES DEPARTMENT: MANZO POOL

2015 OPERATING
BUDGET

Cost Centres:

500-5116

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	9,485	10,150	665	7.01%
Benefits	895	890	(5)	-0.56%
	10,380	11,040	660	6.36%

Utilities and Fuel	3,050	3,050	0	
Materials and supplies	1,500	1,500	0	
Maintenance and repairs	5,365	5,365	0	
	9,915	9,915	0	

	20,295	20,955	660	3.25%
=====				
TAX LEVY	20,295	20,955	660	3.25%
Full Time Positions	-	-	-	
Part Time Hours	809.0	809.0	-	

Operating Budget Summary

The pool is open to the public for the summer vacation months. There is no admission fee to this facility. The pool is supervised by qualified lifeguards ensuring a safe recreational activity for the public.



COMMUNITY SERVICES DEPARTMENT: MCMEEKEN

2015 OPERATING

Cost Centres:

500-5120
500-5122
500-5124

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
Fees and user charges	119,130	121,470	2,340	1.96%
	119,130	121,470	2,340	1.96%
EXPENDITURES				
Salaries	119,215	120,085	870	0.73%
Benefits	20,220	19,855	(365)	-1.81%
	139,435	139,940	505	0.36%
Utilities and Fuel	64,860	64,860	0	
Materials and supplies	1,420	1,420	0	
Maintenance and repairs	29,385	44,385	15,000	51.05%
Program expenses	700	700	0	
Goods for resale	8,500	8,500	0	
Financial expenses	300	300	0	
Purchased and contracted services	1,200	1,200	0	
	106,365	121,365	15,000	14.10%
	245,800	261,305	15,505	6.31%
TAX LEVY	126,670	139,835	13,165	10.39%
Full Time Positions	1.0	1.0	-	
Part Time Hours	3,608.0	3,508.0	(100.0)	

Operating Budget Summary

Ice is in this facility from late September until the end of March.



COMMUNITY SERVICES DEPARTMENT: ESSAR CENTRE

2015 OPERATING
BUDGET

Cost Centres: 500-5140 500-5146
500-5142 500-5148
500-5144

	2014 BUDGET	2015 BUDGET	Change	
			\$ (2014 to 2015)	% (2014 to 2015)
REVENUE				
Fees and user charges	1,583,000	1,601,280	18,280	1.15%
Other income	17,000	22,000	5,000	29.41%
	1,600,000	1,623,280	23,280	1.46%
EXPENDITURES				
Salaries	775,765	718,995	(56,770)	-7.32%
Benefits	95,835	86,030	(9,805)	-10.23%
	871,600	805,025	(66,575)	-7.64%
Utilities and Fuel	357,000	375,000	18,000	5.04%
Materials and supplies	89,500	102,100	12,600	14.08%
Maintenance and repairs	205,745	296,745	91,000	44.23%
Program expenses	138,000	119,000	(19,000)	-13.77%
Goods for resale	330,000	330,000	0	
Financial expenses	31,410	19,850	(11,560)	-36.80%
Purchased and contracted services	22,000	27,400	5,400	24.55%
Transfer to own funds	55,000	55,000	0	
Capital expense	22,200	19,000	(3,200)	-14.41%
	1,250,855	1,344,095	93,240	7.45%
	2,122,455	2,149,120	26,665	1.26%
TAX LEVY	522,455	525,840	3,385	0.65%
Full Time Positions	2.4	2.4	-	
Part Time Hours	49,855.0	46,355.0	(3,500.0)	

Operating Budget Summary

This cost centre includes all of the necessary manpower to successfully maintain this centre. Also included are the materials and services required to operate. Maintenance management is of primary concern so that unscheduled breakdowns can be avoided. This centre has ice in from September 1 to the end of April. During ice out time we actively encourage trade shows, concerts, and other special events while also trying to perform ice out maintenance functions.



COMMUNITY SERVICES DEPARTMENT: NORTHERN
COMMUNITY CENTRE

2015 OPERATING
BUDGET

Cost Centres:

500-5160
500-5162
500-5164

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				
Fees and user charges	203,000	243,000	40,000	19.70%
	203,000	243,000	40,000	19.70%
EXPENDITURES				
Salaries	79,445	33,565	(45,880)	-57.75%
Benefits	11,140	4,835	(6,305)	-56.60%
	90,585	38,400	(52,185)	-57.61%
Utilities and Fuel	89,350	89,350	0	
Materials and supplies	6,200	6,200	0	
Maintenance and repairs	37,000	37,000	0	
Goods for resale	8,500	1,200	(7,300)	-85.88%
Purchased and contracted services	3,500	3,500	0	
	144,550	137,250	(7,300)	-5.05%
	235,135	175,650	(59,485)	-25.30%
TAX LEVY	32,135	(67,350)	(99,485)	-309.58%
Full Time Positions	0.4	0.2	(0.2)	
Part Time Hours	2,575.0	1,175.0	(1,400.0)	

Operating Budget Summary

The Sault Ste. Marie Multi Use Sport Facility known as the Northern Community Centre operates for the benefit of the citizens of Sault Ste. Marie. The facility provides quality indoor sport and recreation facilities.



COMMUNITY SERVICES DEPARTMENT: MISCELLANEOUS CONCESSIONS

2015 OPERATING BUDGET

Cost Centres:

500-5150 500-5154
 500-5151 500-5155
 500-5152

	2014 BUDGET	2015 BUDGET	2015 OPERATING BUDGET	
			\$ Change (2014 to 2015)	% Change (2014 to 2015)
REVENUE				
Fees and user charges	122,000	122,000	0	
	122,000	122,000	0	
EXPENDITURES				
Salaries	71,630	75,135	3,505	4.89%
Benefits	6,830	6,595	(235)	-3.44%
	78,460	81,730	3,270	4.17%
Materials and supplies	(32,555)	(34,845)	(2,290)	7.03%
Maintenance and repairs	400	400	0	
Goods for resale	78,655	70,200	(8,455)	-10.75%
Financial expenses	800	800	0	
Purchased and contracted services	2,000	2,000	0	
Transfer to own funds	7,165	6,865	(300)	-4.19%
Capital expense	1,000	1,000	0	
	57,465	46,420	(11,045)	-19.22%
	135,925	128,150	(7,775)	-5.72%
TAX LEVY	13,925	6,150	(7,775)	-55.83%

Full Time Positions	-	-	-
Part Time Hours	6,325.0	6,325.0	-

Operating Budget Summary

Miscellaneous concession operations: Bellevue Park, Bus Terminal, Stratclair, Sinclair Yards.



**COMMUNITY SERVICES DEPARTMENT: DAYCARE
MAYCOURT**

2015 OPERATING
BUDGET

Cost Centres:

500-5170

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
Fees and user charges	441,535	468,610	27,075	6.13%
	441,535	468,610	27,075	6.13%
EXPENDITURES				
Salaries	472,375	424,335	(48,040)	-10.17%
Benefits	106,375	92,700	(13,675)	-12.86%
	578,750	517,035	(61,715)	-10.66%
Vehicle allowance, maintenance and repairs	640	640	0	
Utilities and Fuel	13,800	13,800	0	
Materials and supplies	33,540	33,540	0	
Maintenance and repairs	10,500	10,500	0	
Taxes and licenses	450	450	0	
Financial expenses	805	805	0	
Purchased and contracted services	14,090	14,090	0	
Capital expense	815	815	0	
	74,640	74,640	0	
	653,390	591,675	(61,715)	-9.45%
TAX LEVY	211,855	123,065	(88,790)	-41.91%
Full Time Positions	6.0	5.0	(1.0)	
Part Time Hours	4,880.0	4,880.0	-	

Operating Budget Summary

Maycourt has been providing childcare to families in Sault Ste. Marie since 1972. Maycourt provides licensed care for children age 18 months through to 5 years of age. A Before and After School Program is provided to families with children attending full day early learning programs offered by both the Huron and Algoma District School Boards.

Revenues consist of:
 Parent Fees - \$85,590
 DSSAB Funding - \$347,340
 (DSSAB funding figure is reflective of the anticipated 13% reduction for the 2014 operating year)



COMMUNITY SERVICES DEPARTMENT: DAYCARE JESSIE IRVING

2015 OPERATING BUDGET

Cost Centres:

500-5171

	2014 BUDGET	2015 BUDGET	\$	%
			Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
Fees and user charges	663,485	716,450	52,965	7.98%
	663,485	716,450	52,965	7.98%
EXPENDITURES				
Salaries	682,875	554,895	(127,980)	-18.74%
Benefits	160,005	130,300	(29,705)	-18.57%
	842,880	685,195	(157,685)	-18.71%
Vehicle allowance, maintenance and repairs	500	500	0	
Utilities and Fuel	21,715	21,705	(10)	-0.05%
Materials and supplies	59,110	59,110	0	
Maintenance and repairs	13,550	13,550	0	
Taxes and licenses	370	370	0	
Financial expenses	950	950	0	
Purchased and contracted services	22,190	22,190	0	
Capital expense	875	875	0	
	119,260	119,250	(10)	-0.01%
	962,140	804,445	(157,695)	-16.39%
TAX LEVY	298,655	87,995	(210,660)	-70.54%
Full Time Positions	9.8	8.0	(1.8)	
Part Time Hours	4,340.0	4,340.0	-	

Operating Budget Summary

Jessie Irving Children's Centre has been providing care to families in Sault Ste. Marie since 1976. Jessie Irving provides licensed care for infants through to 5 years of age. A Before and After School Program is provided to families with children attending full day early learning programs offered by both the Huron and Algoma District School Boards.

Revenues consist of:
 Parent Fees - \$139,270
 DSSAB Funding - \$516,650
 (DSSAB funding figure is reflective of the anticipated 13% reduction for the 2014 operating year)

Children served (as of Q3, 2013) 96.



COMMUNITY SERVICES DEPARTMENT: DAYCARE HOLY FAMILY

2015 OPERATING BUDGET

Cost Centres: 500-5172

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
Fees and user charges	203,620	202,193	(1,427)	-0.70%
	203,620	202,193	(1,427)	-0.70%
EXPENDITURES				
Salaries	146,755	122,320	(24,435)	-16.65%
Benefits	24,985	21,750	(3,235)	-12.95%
	171,740	144,070	(27,670)	-16.11%
Vehicle allowance, maintenance and repairs	300	100	(200)	-66.67%
Materials and supplies	15,035	15,035	0	
Maintenance and repairs	2,510	2,510	0	
Purchased and contracted services	5,685	5,685	0	
Capital expense	800	800	0	
	24,330	24,130	(200)	-0.82%
	196,070	168,200	(27,870)	-14.21%
TAX LEVY	(7,550)	(33,993)	(26,443)	350.24%

Full Time Positions	-	-	-
Part Time Hours	5,295.0	4,410.0	(885.0)

Operating Budget Summary

The Municipal Best Start Program operates out of the Holy Family Elementary School and is licensed for 20 children ages 2.6 through 6 years of age. The program began operating in September 2006.

Revenues consist of:
 Parent Fees - \$34,525
 DSSAB Funding - \$163,165
 (DSSAB funding figure is reflective of the anticipated 13% reduction for the 2014 operating year.)

There is no cost to the city for this program.

Children served (as of Q3, 2013) 20.



**COMMUNITY SERVICES DEPARTMENT: DAYCARE
ACCOMODATION**

2015 OPERATING
BUDGET

Cost Centres:

500-5176

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	40,865	0	(40,865)	-100.00%
Benefits	11,715	0	(11,715)	-100.00%
	52,580	0	(52,580)	-100.00%

=====				
	52,580	0	(52,580)	-100.00%
=====				
TAX LEVY	52,580	0	(52,580)	-100.00%
Full Time Positions	1.0	-	(1.0)	
Part Time Hours	-	-	-	

Operating Budget Summary

The expenditure is due to the permanent accommodation of a Day Care employee.

City of Sault Ste Marie
SOCIAL SERVICES DEPARTMENT
Budget Summary

Department	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				
Fees and user charges	9,120,105	8,882,373	(237,732)	-2.61%
Government grants (including OMPF)	277,440	187,310	(90,130)	-32.49%
	9,397,545	9,069,683	(327,862)	-3.49%
EXPENDITURES				
Salaries	6,179,170	5,995,030	(184,140)	-2.98%
Benefits	1,619,960	1,582,060	(37,900)	-2.34%
	7,799,130	7,577,090	(222,040)	-2.85%
Travel and training	84,800	83,850	(950)	-1.12%
Vehicle allowance, maintenance and repairs	28,850	18,200	(10,650)	-36.92%
Utilities and Fuel	28,160	33,364	5,204	18.48%
Materials and supplies	347,330	326,360	(20,970)	-6.04%
Maintenance and repairs	18,600	18,600	0	
Rents and leases	270,040	188,036	(82,004)	-30.37%
Purchased and contracted services	165,340	147,580	(17,760)	-10.74%
Grants to others	16,719,930	16,719,930	0	
Capital expense	127,500	130,260	2,760	2.16%
	17,790,550	17,666,180	(124,370)	-0.70%
	25,589,680	25,243,270	(346,410)	-1.35%
TAX LEVY	16,192,135	16,173,587	(18,548)	-0.11%



SOCIAL SERVICES: EMERGENCY FUND

2015 OPERATING
BUDGET

Cost Centre

600-6005

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				
=====				
EXPENDITURES				
Purchased and contracted services	5,000	5,000	0	
	5,000	5,000	0	
	5,000	5,000	0	
TAX LEVY	5,000	5,000	0	

Operating Budget Summary

Under Emergency Measures Ontario the Social Services Department has responsibility for identification, registration, provision of food, clothing and shelter and personal care needs for people displaced as a result of an Emergency or Disaster. This funding provides for training costs for Red Cross Volunteer to provide these services in Emergency Shelters. These volunteers also provide the support when the City and the Department assumes responsibility for the evacuation of persons from other communities. (ex. Kashechewan)



SOCIAL SERVICES: LOCAL IMMIGRATION PROGRAM

2015 OPERATING
BUDGET

Cost Centre 600-6020

	2014 BUDGET	2015 BUDGET	Change	
			\$ (2014 to 2015)	% (2014 to 2015)
REVENUE				
Government grants (including OMPF)	277,440	187,310	(90,130)	-32.49%
	277,440	187,310	(90,130)	-32.49%
EXPENDITURES				
Salaries	178,605	125,345	(53,260)	-29.82%
Benefits	51,185	34,965	(16,220)	-31.69%
	229,790	160,310	(69,480)	-30.24%
Travel and training	2,000	0	(2,000)	-100.00%
Materials and supplies	5,250	4,100	(1,150)	-21.90%
Purchased and contracted services	40,400	22,900	(17,500)	-43.32%
	47,650	27,000	(20,650)	-43.34%
	277,440	187,310	(90,130)	-32.49%
TAX LEVY	0	0	0	0.00%
Full Time Positions	3.0	2.0	(1.0)	
Part Time Hours	-	-	-	

Operating Budget Summary

The Local Immigration Program will provide a collaborative framework to facilitate the development and implementation of sustainable solutions for the integration of newcomers to Sault Ste. Marie. The overall objective of the LIP's initiative is to identify who will coordinate and enhance local service delivery to newcomers while identifying and minimizing duplication. The goal is to develop partnerships with representatives from community organizations which provide services to or have interest in the integration of newcomers. Current deliverables of LIP are: Community Awareness Campaign, Community Immigration Forum, Progress Report, Enhanced Implementation Plan, Regional Expansion of LIP, and implementation of the recommendations as outlined in the community immigration strategy.

The program is funded 100% by the Department of Citizenship and Immigration at the Federal level.



SOCIAL SERVICES: DSSAB LEVY & ADMINISTRATION

2015 OPERATING
BUDGET

Cost Centre

600-6500

	2014 BUDGET	2015 BUDGET	Change	
			\$ (2014 to 2015)	% (2014 to 2015)
REVENUE				
Fees and user charges	753,625	771,348	17,723	2.35%
	753,625	771,348	17,723	2.35%
EXPENDITURES				
Grants to others	16,719,930	16,719,930	0	
	16,719,930	16,719,930	0	
	16,719,930	16,719,930	0	
TAX LEVY	15,966,305	15,948,582	(17,723)	-0.11%

Operating Budget Summary

Levy included in 2015 Budget at the 2014 approved level. 2015 Levy amount must be submitted to the city by March 31, 2015. Any increase must be added to the Tax Levy.



SOCIAL SERVICES: ACCESSIBILITY

2015 OPERATING
BUDGET

Cost Centre

600-6200	600-6420
600-6205	600-6488
600-6210	600-6500

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Salaries	98,045	98,180	135	0.14%
Benefits	23,785	23,125	(660)	-2.77%
	121,830	121,305	(525)	-0.43%

Materials and supplies	95,000	92,700	(2,300)	-2.42%
Purchased and contracted services	4,000	6,000	2,000	50.00%
	99,000	98,700	(300)	-0.30%

	220,830	220,005	(825)	-0.37%
=====				
TAX LEVY	220,830	220,005	(825)	-0.37%
Full Time Positions	-	1.0	1.0	
Part Time Hours	-	1,220	1,220.0	

Operating Budget Summary
Includes costs of Accessibility Advisory Committee, accessible projects (\$85,000 annually) and alternate form costs.



SOCIAL SERVICES: DSSAB CONTRACTED SERVICES

2015 OPERATING BUDGET

Cost Centre	600-6100's 600-6400's	600-6000 600-6300's		
	2014 BUDGET	2015 BUDGET	\$ Change (2014 to 2015)	% Change (2014 to 2015)
REVENUE				
Fees and user charges	8,366,480	8,111,025	(255,455)	-3.05%
	8,366,480	8,111,025	(255,455)	-3.05%
EXPENDITURES				
Salaries	5,902,520	5,771,505	(131,015)	-2.22%
Benefits	1,544,990	1,523,970	(21,020)	-1.36%
	7,447,510	7,295,475	(152,035)	-2.04%
Travel and training	82,800	83,850	1,050	1.27%
Vehicle allowance, maintenance and repairs	28,850	18,200	(10,650)	-36.92%
Utilities and Fuel	28,160	33,364	5,204	18.48%
Materials and supplies	247,080	229,560	(17,520)	-7.09%
Maintenance and repairs	18,600	18,600	0	
Rents and leases	270,040	188,036	(82,004)	-30.37%
Purchased and contracted services	115,940	113,680	(2,260)	-1.95%
Capital expense	127,500	130,260	2,760	2.16%
	918,970	815,550	(103,420)	-11.25%
	8,366,480	8,111,025	(255,455)	-3.05%
TAX LEVY	0	0	0	0.00%
Full Time Positions	105.5	99.0	(6.5)	
Part Time Hours	18,300.0	17,690	(610.0)	

Operating Budget Summary

The City provides the administrative services for all the program areas of the District of Sault Ste. Marie Social Services Administration Board, including Ontario Works, Social Housing and Housing Programs, Community Childcare, Commissioner and DSSAB executive units. As well, support is provided to Land Ambulance - Fire Services programs including Garden River. All services are 100% subsidized by the District of Sault Ste. Marie Social Services Administration Board.



OUTSIDE AGENCIES & GRANTS TO OTHERS: PUBLIC HEALTH OPERATIONS

2015 OPERATING BUDGET

	2014 BUDGET	2015 BUDGET	\$	%
			Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				
EXPENDITURES				
Grants to others	2,198,770	2,198,770	0	
	2,198,770	2,198,770	0	
	2,198,770	2,198,770	0	
TAX LEVY	2,198,770	2,198,770	0	

Operating Budget Summary
 Annual levy from Algoma Public Health based upon 2014 levy. Subject to change when levy request received in early 2015.



OUTSIDE AGENCIES & GRANTS TO OTHERS: DOCTOR RECRUITMENT

2015 OPERATING BUDGET

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				
Fees and user charges	200,000	200,000	0	
Contribution from own funds	191,215	100,000	(91,215)	-47.70%
	391,215	300,000	(91,215)	-23.32%
EXPENDITURES				
Materials and supplies	391,215	300,000	(91,215)	-23.32%
	391,215	300,000	(91,215)	-23.32%
	391,215	300,000	(91,215)	-23.32%
TAX LEVY				
	-	-	-	-

Operating Budget Summary

Funded from the City contribution from the Hospital Reserve (interest earned by the Reserve Fund) and contributions of \$100,000 from each of the Sault Area Hospital , Group Health Centre. and City.



OUTSIDE AGENCIES & GRANTS TO OTHERS: OUTSIDE AGENCIES

2015 OPERATING
BUDGET

	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Grants to others:				
LIBRARY BOARD	2,891,035	2,891,035	0	1.68%
CONSERVATION AUTHORITY	324,095	324,095	0	2.44%
HUMANE SOCIETY	475,590	552,360	76,770	2.30%
ART GALLERY OF ALGOMA	172,355	172,355	0	2.78%
SSM MUSEUM	173,060	173,060	0	1.50%
BUSH PLANE MUSEUM	110,000	110,000	0	
CULTURAL RECOGNITION	1,500	1,500	0	
SAFE COMMUNITIES	40,000	40,000	0	
NORGOMA	15,000	0	(15,000)	-100.00%
MISC GRANT - ALGOMA UNIVERSITY	40,000	40,000	0	
MISC GRANT - MEMORIAL EXEMPT	17,000	17,000	0	
MISC GRANT - PEE WEE ARENA	21,000	21,000	0	
MISC GRANT - OTHER SPORTS	10,000	10,000	0	
RED CROSS GRANT	50,000	50,000	0	
MISC GRANT-YOUTH PARTNERSHIP	14,000	27,500	13,500	120.00%
CULTURAL GRANT-BUDGET	53,900	53,900	0	

Total Grants to others	4,408,535	4,483,805	75,270	1.71%

	4,408,535	4,483,805	75,270	1.71%
=====				
TAX LEVY	4,408,535	4,483,805	75,270	1.71%

Operating Budget Summary

Increase in Humane Society animal control costs due to change in the method of disposal now requiring cremation and increased veterinary costs



OUTSIDE AGENCIES & GRANTS TO OTHERS: ECONOMIC DEVELOPMENT

2015 OPERATING
BUDGET

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				
Grants to others:				
ECONOMIC DEVELOP CORPORATION	1,179,925	1,179,925	0	
DESTINY SSM	30,000	30,000	0	
DEVELOPMENT SSM	246,000	246,000	0	
INNOVATION CENTRE	277,890	277,890	0	
TOURIST PROMOTION	168,655	168,655	0	
	-----	-----	-----	-----
Total Grants to others	1,902,470	1,902,470	0	
	-----	-----	-----	-----
TAX LEVY	1,902,470	1,902,470	0	0.00%

Operating Budget Summary



OUTSIDE AGENCIES & GRANTS TO OTHERS: ECONOMIC DIVERSIFICATION

2015 OPERATING
BUDGET

	2014	2015	\$	%
	BUDGET	BUDGET	Change	Change
			(2014 to 2015)	(2014 to 2015)
REVENUE				

=====				
EXPENDITURES				

Transfer to own funds	500,000	500,000	0	
	500,000	500,000	0	

	500,000	500,000	0	
=====				
TAX LEVY	500,000	500,000	0	

Operating Budget Summary



CORPORATE FINANCIALS: REVENUE

2015 OPERATING
BUDGET

Revenue:	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
Taxation (excluding levy):				
TAXATION SUPP RESIDENTIAL	635,000	635,000	0	
TAXATION RAILWAY RIGHTS OF WAY	18,960	18,960	0	
TAXATION INTERNATIONAL BRIDGE	40,000	40,000	0	
TAXATION POWER GENERATION	1,568,440	1,568,440	0	
SPECIAL CHARGES QUEENSTOWN BIA	165,000	0	(165,000)	-100.00%
LOCAL IMPROVEMENTS	233,075	276,000	42,925	18.42%
Total Taxation (excluding levy)	2,660,475	2,538,400	(122,075)	-4.59%
Payment in Lieu of taxes:				
GRANT IN LIEU CANADA	1,189,120	1,096,275	(92,845)	-7.81%
GRANT IN LIEU CAN BROADCASTING	5,800	5,920	120	2.07%
GRANT IN LIEU CANADA POST CORP	84,740	82,955	(1,785)	-2.11%
GRANT IN LIEU ONTARIO	1,891,135	1,879,320	(11,815)	-0.62%
GRANT IN LIEU HOSPITAL	21,825	21,825	0	
GRANT IN LIEU CORR INSTITUTION	10,500	10,500	0	
GRANT IN LIEU COLLEGE & UNIV	259,725	276,000	16,275	6.27%
GRANT IN LIEU DOUCET CENTRE	1,200	1,200	0	
GRANT IN LIEU LOTTERY CORP	386,465	373,485	(12,980)	-3.36%
GRANT IN LIEU PUBLIC UTILITIES	346,495	343,850	(2,645)	-0.76%
GRANT IN LIEU PARKING AUTH	35,455	38,140	2,685	7.57%
GRANT IN LIEU TRANSPORTATION	117,545	115,360	(2,185)	-1.86%
GRANT IN LIEU MUNICIP LANDFILL	80,685	80,685	0	
Total Payment in Lieu of taxes	4,430,690	4,325,515	(105,175)	-2.37%
Fees and user charges:				
SEWER SURCHARGE GROSS	16,200,000	17,800,000	1,600,000	9.88%
Total Fees and user charges	16,200,000	17,800,000	1,600,000	9.88%
Government grants (including OMPF):				
ONT UNCOND ONT MUN PARTNERSHIP	17,244,700	16,244,600	(1,000,100)	-5.80%
Total Government grants (including OMPF)	17,244,700	16,244,600	(1,000,100)	-5.80%
Investment income:				
INTEREST PENALTY TAXES	1,215,000	1,215,000	0	
INTEREST PENALTY AR GENERAL	15,000	15,000	0	
INVESTMENT INCOME PUC	2,545,000	2,545,000	0	
INVESTMENT INCOME BANK	530,000	530,000	0	
Total Investment income	4,305,000	4,305,000	0	
Other income:				
GAMING AND CASINO REVENUE	1,350,000	1,300,000	(50,000)	-3.70%
Total Other income	1,350,000	1,300,000	(50,000)	-3.70%
Prior year surplus:				
SURPLUS PRIOR YEAR	2,150,054	0	(2,150,054)	-100.00%
SURPLUS CAPITAL	1,470,000	0	(1,470,000)	-100.00%
Total Prior year surplus	3,620,054	0	(3,620,054)	-100.00%
Total Revenue	49,810,919	46,513,515	(3,297,404)	(6.62%)



CORPORATE FINANCIALS: PROVISIONS CURRENT - EXPENDITURES

2015 OPERATING
BUDGET

Expenditures:	2014	2015	\$	%
	BUDGET	BUDGET	Change (2014 to 2015)	Change (2014 to 2015)
Benefits:	20,000	20,000	0	
	20,000	20,000	0	
Materials and supplies	371,005	215,500	(155,505)	-41.91%
Purchased and contracted services	31,000	40,000	9,000	29.03%
Grants to others	693,900	900	(693,000)	-99.87%
	1,095,905	256,400	(839,505)	-76.60%
Transfer to own funds:				
Transfer to Reserve	431,580	2,292,210	1,860,630	431.12%
Transfer to Capital	9,681,135	11,278,180	1,597,045	16.50%
Transfer to Capital from Surplus	1,470,000	0	(1,470,000)	-100.00%
Capital from Current	1,100,000	1,200,000	100,000	9.09%
Transfer to Contingency Reserve	437,610	1,761,300	1,323,690	302.48%
Total Transfer to own funds	13,120,325	16,531,690	3,411,365	26.00%
Total Expenditures	14,236,230	16,808,090	2,571,860	18.07%

Operating Budget Summary

Transfer to Reserve: 2014 reflects 2013 surplus transferred to reserves for asset management. In 2015 the transfer reflects asset management funding from the following sources:

Casino revenue	431,580
Hospital funding completed in 2014	693,000
Debenture payment completed in 2014	1,167,630

Transfer to Capital: Transfer of sewer surcharge revenue net of operational requirements to capital.

Transfer to Capital from Surplus: 2014 transfer was funding from 2013 surplus.

Material and supplies for 2014 is the funding share of GIS improvements from the sewer surcharge.



CAPITAL LEVY AND LONG TERM DEBT

2015 OPERATING
BUDGET

	2014 BUDGET	2015 BUDGET	2015 OPERATING BUDGET	
			\$ Change (2014 to 2015)	% Change (2014 to 2015)
REVENUE				
Fees and user charges	350,000	350,000	0	
	350,000	350,000	0	
EXPENDITURES				
Long term debt	3,529,895	2,362,965	(1,166,930)	-33.06%
Transfer to own funds	6,223,185	6,269,280	46,095	0.74%
	9,753,080	8,632,245	(1,120,835)	-11.49%
	9,753,080	8,632,245	(1,120,835)	-11.49%
TAX LEVY	9,403,080	8,282,245	(1,120,835)	-11.92%



**Corporation of the City of Sault Ste. Marie
Capital Requests and Recommended Funding
2015**

<i>Department / Description</i>	<i>Request</i>	<i>Capital from Current - Allocation</i>	<i>Other Funding Sources</i>	<i>Notes</i>
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MAYOR & COUNCIL

0	0	0
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CLERK'S OFFICE

0	0	0
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COMMUNITY SERVICES DEPARTMENT

Recreation & Culture Division:

Sports Hall of Fame Improvements	35,000			
Bellevue Marina-Shore Drive to boat launch pavement	17,000			
Bellevue Marina-Dock Assessment	3,562			
Bellevue Marina-ticket dispenser replacement	9,870			
Steelton Senior Centre-boiler replacement	39,000		39,000	Asset Management Reserve
Ermitinger Old Stone House-furnace replacement	5,300		5,300	Asset Management Reserve

Community Centre Division:

John Rhodes Community Centre-modifications to host Ontario ParaSport Games	405,000			Council Resolution July 14, 2014
John Rhodes Pool-climbing wall	16,500			
McMeeken Centre-score clock replacement	20,000			
McMeeken Centre-ice resurfacer (1/2 funded in 2014)	56,000	56,000		
Memorial Tower Rehabilitation Plan-Phase 2	187,500	89,700		Grants to be pursued for matching funding
Essar Centre-main heating system maintenance in excess of normal operations	85,000	85,000		
Essar Centre-Hotwater tank system replacement	50,000		50,000	Asset Management Reserve

929,732	230,700	94,300
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ENGINEERING & PLANNING

0	0	0
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<i>Department / Description</i>	<i>Request</i>	<i>Capital from Current - Allocation</i>	<i>Other Funding Sources</i>	<i>Notes</i>
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FINANCE DEPARTMENT

Disaster Recovery Plan-Phase 2	75,000	75,000		Second year of two year funding
	75,000	75,000	0	

FIRE SERVICES

Fire Chief vehicle replacement	20,000		20,000	Fire Equipment Reserve
Support Service vehicle replacement	30,000		30,000	Fire Equipment Reserve
Electronic Fuel Dispensing	50,000			
Safety support stand	7,500	7,500		
Parking Lot lighting	10,550			
Swift water rescue equipment	20,000		20,000	Fire Equipment Reserve
	138,050	7,500	70,000	

HUMAN RESOURCES DEPARTMENT

0	0	0
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LIBRARY BOARD

0	0	0
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LEGAL DEPARTMENT

0	0	0
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POLICE SERVICES

(as approved by Police Services Board)				
New Digital 911 System Upgrade	177,300	119,300	58,000	Police Capital Reserve. *Council Resolution November 10, 2014
HVAC system replacement	55,000		55,000	Asset Management Reserve
Heating system repairs	27,000		27,000	Asset Management Reserve
North Stariwell repairs	25,000		25,000	Asset Management Reserve
	284,300	119,300	165,000	

PUBLIC WORKS & TRANSPORTATION

Transit Division:

Department / Description	Request	Capital from Current - Allocation	Other Funding Sources	Notes
Nova Bus, 40 ft, low floor	475,000	230,000	245,000	Transit Equipment Reserve
Repairs to in-floor hoist concrete support-body shop	35,000	35,000		
Repair Shop pressure washer replacement	15,000	15,000		
Forklift to replace 1967 farm tractor	30,000	30,000		
Video Surveillance System for conventional fleet	135,000			
Air handling unit-body shop	60,000		60,000	Asset Management Reserve
Overhead vehicle access door replacement	80,000		80,000	Asset Management Reserve
<i>Buildings & Equipment:</i>				
Roof replacement addition due to leakage	15,000	15,000		
Demolition of Pipe Plant building	90,000	90,000		Health & Safety concerns
Parks Storage Garage-shelving	9,000	9,000		
Mechanic Shop/Men's Locker Room-gas water heater replacement	16,000	16,000		
<i>Parks Division:</i>				
Tennis Court upgrades	30,000			
Pointe des Chenes campground septic system repairs	27,500	27,500		
<i>Traffic Division:</i>				
Unsupported traffic controller replacement	25,000	25,000		
Above ground vehicle detection	50,000			
Overhead red flasher replacement to solar powered	150,000			
Phone system replacement	200,000			Corporate-wide upgrade in near future
Opticom system used by Fire Service as signal pre-emptive system (5 year funding)-Year 1	250,000	50,000		
Traffic control software	100,000	100,000		
Uninterrupted Power Supply for signals	125,000	125,000		
<i>Waste Management:</i>				
Final cover and capping to South and East side of landfill	100,000		100,000	Landfill Reserve
<i>Cemeteries:</i>				
New Mausoleum	1,051,804		1,051,804	Cemetery Reserve Fund
Garage Storage Buidling roof replacement	6,000		6,000	Cemetery Reserve Fund
Pine Grove Cemetery new fence	10,000			
Cemetery Chapel door replacement	3,000		3,000	Cemetery Reserve Fund
Peoples Road gargage roof replacement	12,000		12,000	Cemetery Reserve Fund
	3,100,304	767,500	1,557,804	

SOCIAL SERVICES DEPARTMENT

0	0	0
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OTHER AREAS

0	0	0
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TOTAL CAPITAL & ONE TIME	4,527,386	1,200,000	1,887,104
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**Corporation of the City of Sault Ste. Marie
Capital Requests and Recommended Funding
2015**

<i>Department / Description</i>	<i>Request</i>	<i>Capital from Current - Allocation</i>	<i>Other Funding Sources</i>	<i>Notes</i>
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MAYOR & COUNCIL

0	0	0
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CLERK'S OFFICE

0	0	0
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COMMUNITY SERVICES DEPARTMENT

Recreation & Culture Division:

Sports Hall of Fame Improvements	35,000			
Bellevue Marina-Shore Drive to boat launch pavement	17,000			
Bellevue Marina-Dock Assessment	3,562			
Bellevue Marina-ticket dispenser replacement	9,870			
Steelton Senior Centre-boiler replacement	39,000		39,000	Asset Management Reserve
Ermitinger Old Stone House-furnace replacement	5,300		5,300	Asset Management Reserve

Community Centre Division:

John Rhodes Community Centre-modifications to host Ontario ParaSport Games	405,000			Council Resolution July 14, 2014
John Rhodes Pool-climbing wall	16,500			
McMeeken Centre-score clock replacement	20,000			
McMeeken Centre-ice resurfacer (1/2 funded in 2014)	56,000	56,000		
Memorial Tower Rehabilitation Plan-Phase 2	187,500	89,700		Grants to be pursued for matching funding
Essar Centre-main heating system maintenance in excess of normal operations	85,000	85,000		
Essar Centre-Hotwater tank system replacement	50,000		50,000	Asset Management Reserve

929,732	230,700	94,300
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ENGINEERING & PLANNING

0	0	0
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<i>Department / Description</i>	<i>Request</i>	<i>Capital from Current - Allocation</i>	<i>Other Funding Sources</i>	<i>Notes</i>
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FINANCE DEPARTMENT

Disaster Recovery Plan-Phase 2	75,000	75,000		Second year of two year funding
	75,000	75,000	0	

FIRE SERVICES

Fire Chief vehicle replacement	20,000		20,000	Fire Equipment Reserve
Support Service vehicle replacement	30,000		30,000	Fire Equipment Reserve
Electronic Fuel Dispensing	50,000			
Safety support stand	7,500	7,500		
Parking Lot lighting	10,550			
Swift water rescue equipment	20,000		20,000	Fire Equipment Reserve
	138,050	7,500	70,000	

HUMAN RESOURCES DEPARTMENT

0	0	0
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LIBRARY BOARD

0	0	0
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LEGAL DEPARTMENT

0	0	0
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POLICE SERVICES

(as approved by Police Services Board)				
New Digital 911 System Upgrade	177,300	119,300	58,000	Police Capital Reserve. Council Resolution November 10, 2014
HVAC system replacement	55,000		55,000	Asset Management Reserve
Heating system repairs	27,000		27,000	Asset Management Reserve
North Starwell repairs	25,000		25,000	Asset Management Reserve
	284,300	119,300	165,000	

PUBLIC WORKS & TRANSPORTATION

<i>Transit Division:</i>				
Nova Bus, 40 ft, low floor	475,000	230,000	245,000	Transit Equipment Reserve

<i>Department / Description</i>	<i>Request</i>	<i>Capital from Current - Allocation</i>	<i>Other Funding Sources</i>	<i>Notes</i>
Repairs to in-floor hoist concrete support-body shop	35,000	35,000		
Repair Shop pressure washer replacement	15,000	15,000		
Forklift to replace 1967 farm tractor	30,000	30,000		
Video Surveillance System for conventional fleet	135,000			
Air handling unit-body shop	60,000		60,000	Asset Management Reserve
Overhead vehicle access door replacement	80,000		80,000	Asset Management Reserve
<i>Buildings & Equipment:</i>				
Roof replacement addition due to leakage	15,000	15,000		
Demolition of Pipe Plant building	90,000	90,000		Health & Safety concerns
Parks Storage Garage-shelving	9,000	9,000		
Mechanic Shop/Men's Locker Room-gas water heater replacement	16,000	16,000		
<i>Parks Division:</i>				
Tennis Court upgrades	30,000			
Pointe des Chenes campground septic system repairs	27,500	27,500		
<i>Traffic Division:</i>				
Unsupported traffic controller replacement	25,000	25,000		
Above ground vehicle detection	50,000			
Overhead red flasher replacement to solar powered	150,000			
Phone system replacement	200,000			Corporate-wide upgrade in near future
Opticom system used by Fire Service as signal pre-emptive system (5 year funding)-Year 1	250,000	50,000		
Traffic control software	100,000	100,000		
Uninterrupted Power Supply for signals	125,000	125,000		
<i>Waste Management:</i>				
Final cover and capping to South and East side of landfill	100,000		100,000	Landfill Reserve
<i>Cemeteries:</i>				
New Mausoleum	1,051,804		1,051,804	Cemetery Reserve Fund
Garage Storage Building roof replacement	6,000		6,000	Cemetery Reserve Fund
Pine Grove Cemetery new fence	10,000			
Cemetery Chapel door replacement	3,000		3,000	Cemetery Reserve Fund
Peoples Road gargage roof replacement	12,000		12,000	Cemetery Reserve Fund

3,100,304	767,500	1,557,804
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SOCIAL SERVICES DEPARTMENT

0	0	0
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OTHER AREAS

0	0	0
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TOTAL CAPITAL & ONE TIME

4,527,386	1,200,000	1,887,104
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THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

This form is to be used to request Capital projects not already included in the Asset Management Plan. Please complete the form and obtain appropriate signatures and forward to: Shelley Schell, Manager of Finance & Budgets, Finance Department

Department/Division Name:

Community Services - Recreation & Culture

Amount Requested:

(complete Funding area below)

35000

Fiscal Year:

2015

Priority:

CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.

IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs

DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

See attached project description - SSM Sports Hall of Fame

Funding:

Capital from Current:

35,000.00

Reserves (specify):

Grants (specify):

Other (specify):

Total:

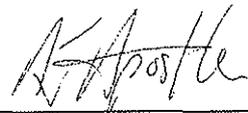
35000

Approvals/Date:

Division :



Department:



Capital Request attachment
SSM Sports Hall of Fame

The Sault Ste. Marie Sports Hall of Fame is located in the John Rhodes Community Centre upper lobby area. Plaques are displayed on the wall recognizing those who have been inducted into the Hall of Fame. There is a need to improve the layout, design and lighting of the area to include the installation of wall mounted display modules. This would present a more visually appealing display giving the recognition of the prestigious award that it deserves. It is also important from a facility perspective to ensure that the display visually enhances and complements the existing facility design. The cost estimate was originally prepared by EPOH Consultants.

The Parks and Recreation Advisory Committee has identified the upgrades to the Sault Sports Hall of Fame as necessary to improve the public profile of the award.

THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

This form is to be used to request Capital projects not already included in the Asset Management Plan. Please complete the form and obtain appropriate signatures and forward to: Shelley Schell, Manager of Finance & Budgets, Finance Department

Department/Division Name:

Amount Requested: Fiscal Year:
(complete Funding area below)

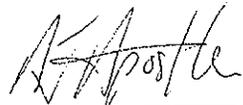
- Priority:
- CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.
 - IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs
 - DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

Funding:

Capital from Current:	<input type="text" value="17,000.00"/>	
Reserves (specify):	<input type="text"/>	_____
Grants (specify):	<input type="text"/>	_____
Other (specify):	<input type="text"/>	_____
Total:	<input type="text" value="17000"/>	

Approvals/Date:

Division :  Department: 

Capital Request attachment
Bellevue Marina Road Repairs

The pavement surface that runs from Shore Dr. to the boat launch has outlived its useful life and needs to be replaced. The Engineering Department has advised that they intend to include the resurfacing of Shore Drive in their 2015 Surface Treatment Program which will be brought to council next year for approval. It would be wise to include the surface treatment of the roadway leading to the boat launch under the same 2015 contract with Shore Drive therefore CSD is requesting \$17,000 to complete this resurfacing. This estimate is provided by the City's Engineering Department.

THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

This form is to be used to request Capital projects not already included in the Asset Management Plan. Please complete the form and obtain appropriate signatures and forward to: Shelley Schell, Manager of Finance & Budgets, Finance Department

Department/Division Name:

Community Services - Recreation & Culture Division

Amount Requested:

(complete Funding area below)

3562

Fiscal Year:

2015

Priority:

CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.

IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs

DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

See attached project description - Marina Decks

Funding:

Capital from Current: 3,562.00

Reserves (specify):

Grants (specify):

Other (specify):

Total:

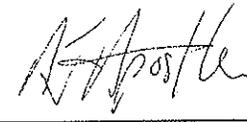
3562

Approvals/Date:

Division :



Department:



Capital Request attachment
Marina Docks

The marinas were not covered in the Asset Management Assessment in 2013. The docks at Bellevue Marina are quite old and some are close to the end of their useful life and need to be replaced within the next 3 to 5 years. It would be helpful to have a report from a consultant on the condition of the present structures, their life expectancy and the replacement cost. Includes non refundable HST.

THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

This form is to be used to request Capital projects not already included in the Asset Management Plan. Please complete the form and obtain appropriate signatures and forward to: Shelley Schell, Manager of Finance & Budgets, Finance Department

Department/Division Name:

Community Services - Recreation and Culture

Amount Requested:

(complete Funding area below)

9870

Fiscal Year:

2015

Priority:

CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.

IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs

DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

See attached project description - Boat Launch Ticket Dispenser

Funding:

Capital from Current:

9,870.00

Reserves (specify):

Grants (specify):

Other (specify):

Total:

9870

Approvals/Date:

Division :

Department:

Capital Request attachment
Boat Launch Ticket Dispenser

Bellevue Marina Boat Launch Ticket Dispenser

The boat launch ticket dispenser at Bellevue Marina needs to be replaced. Currently, the ticket dispenser only accepts coins and has been re-calibrated but continues to produce system errors. Since the current system is very unreliable it has resulted in lost revenue during the 2014 boating season.

The marina is in need of a reliable system similar to those being installed by the Transit Department. The new system will provide the user with additional payment options which would include; coin, bills and credit cards.

- Supply and set-up of ticket dispenser.
- Installation of concrete pad for mounting ticket dispenser
- Labour to remove old unit and install new ticket dispenser.

Non refundable HST included

THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

This form is to be used to request Capital projects not already included in the Asset Management Plan. Please complete the form and obtain appropriate signatures and forward to: Shelley Schell, Manager of Finance & Budgets, Finance Department

Department/Division Name:

Amount Requested: Fiscal Year:
(complete Funding area below)

Priority:

- CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.
- IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs
- DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

Funding:

Capital from Current:

Reserves (specify):

Grants (specify):

Other (specify):

Total:

Approvals/Date: 
Division: _____

Department:  _____

Capital Request attachment
Boiler Replacement Steelton Seniors Centre

Boiler Replacement at the Steelton Senior Citizens Centre. The boiler provides heating for the west building and is well past its normal life span. It has been repaired numerous times and our maintenance contractor suggests it should be replaced. This would include draining and removing the existing PK N- 700 gas fired boiler. Supply and install on PK N-700 gas fired boiler. Connect to the existing heating piping and existing equipment, disconnect and reconnect the electrical to the boiler and disconnect and reconnect the controls to the boiler. ESA Permit included. Non refundable HST included in the cost.

THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

This form is to be used to request Capital projects not already included in the Asset Management Plan. Please complete the form and obtain appropriate signatures and forward to: Shelley Schell, Manager of Finance & Budgets, Finance Department

Department/Division Name:

Amount Requested: Fiscal Year:
(complete Funding area below)

- Priority:
- CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.
- IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs
- DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

Funding:

Capital from Current:

Reserves (specify):

Grants (specify):

Other (specify):

Total:

Approvals/Date: 
Division: _____


Department: _____

THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

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Department/Division Name:

Amount Requested: Fiscal Year:
(complete Funding area below)

- Priority:
- CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.
- IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs
- DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

Funding:

Capital from Current:

Reserves (specify):

Grants (specify):

Other (specify):

Total:

Approvals/Date:

Division : _____

Department: _____ 

THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

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Department/Division Name:

Amount Requested: Fiscal Year:
(complete Funding area below)

- Priority:
- CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.
- IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs
- DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

Funding:

Capital from Current:

Reserves (specify):

Grants (specify):

Other (specify):

Total:

Approvals/Date:  _____

Division : _____ Department:  _____

nf

THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

This form is to be used to request Capital projects not already included in the Asset Management Plan. Please complete the form and obtain appropriate signatures and forward to: Shelley Schell, Manager of Finance & Budgets, Finance Department

Department/Division Name:

Amount Requested: Fiscal Year:
(complete Funding area below)

- Priority:
- CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.
- IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs
- DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

Funding:

Capital from Current:

Reserves (specify):

Grants (specify):

Other (specify):

Total:

Approvals/Date:

Division : _____

Department:  _____

THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

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Department/Division Name:

Amount Requested: Fiscal Year:
(complete Funding area below)

- Priority:
- CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.
- IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs
- DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

Funding:

Capital from Current:

Reserves (specify):

Grants (specify):

Other (specify):

Total:

Approvals/Date:

Division : _____

Department: *A. K. Postle*

THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

This form is to be used to request Capital projects not already included in the Asset Management Plan. Please complete the form and obtain appropriate signatures and forward to: Shelley Schell, Manager of Finance & Budgets, Finance Department

Department/Division Name:

Amount Requested: Fiscal Year:
(complete Funding area below)

- Priority:
- CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.
- IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs
- DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

Funding:

Capital from Current:

Reserves (specify):

Grants (specify):

Other (specify):

Total:

Approvals/Date:

Division : _____

Department: *K. Postle*

hf

THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

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Department/Division Name:

Amount Requested: Fiscal Year:
(complete Funding area below)

Priority:

- CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.
- IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs
- DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

Essar Centre - Main Heating System Maintenance.
Drain Glycol, disposal of old Glycol, refill Glycol to an appropriate concentration and install a Glycol feed system with reservoir tank, as recommended by the consultant. This maintenance is required to ensure the Glycol does not freeze and damage the building heating system.

Funding:

Capital from Current:

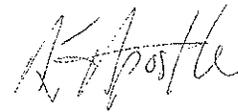
Reserves (specify):

Grants (specify):

Other (specify):

Total:

Approvals/Date:



Division: _____

Department: _____

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

CAPITAL REQUEST

This form is to be used to request Capital projects not already included in the Asset Management Plan. Please complete the form and obtain appropriate signatures and forward to: Shelley Schell, Manager of Finance & Budgets, Finance Department

Department/Division Name:

Amount Requested: Fiscal Year:
(complete Funding area below)

Priority:

- CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.
- IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs
- DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

Essar Centre Hotwater Tank System replacement. The main domestic hotwater tank has failed and is out of service, a temporary solution is in place. A consultant has advised that the tank is out of warranty and that the useful life of such a tank is approx 8-10 years.

Funding:

Capital from Current:

Reserves (specify):

Grants (specify):

Other (specify):

Total:

Approvals/Date:



Division: _____



Department: _____

THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

This form is to be used to request Capital projects not already included in the Asset Management Plan. Please complete the form and obtain appropriate signatures and forward to: Shelley Schell, Manager of Finance & Budgets, Finance Department

Department/Division Name:

Amount Requested: Fiscal Year:
(complete Funding area below)

- Priority:
- CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.
- IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs
- DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

Funding:

Capital from Current:	<input type="text" value="75,000.00"/>	
Reserves (specify):	<input type="text"/>	_____
Grants (specify):	<input type="text"/>	_____
Other (specify):	<input type="text"/>	_____
Total:	<input type="text" value="75000"/>	

Approvals/Date:

Division : _____

Department:  _____

City Council approved 2014 Information Technology's Capital from Current request for the "I.T. Disaster Recovery Plan" in the amount of \$50,000. The first phase of the plan was to establish the site and provision the first wave of hardware and software required to bring up the site located at Public Works and Transportation administration building.

The second phase of the plan is to establish a "Virtualized Redundant Data Centre" environment by replacing and upgrading our current server farm with new server hardware and SAN storage which will host virtual instances of our OSE (Operating System Environment) and applications.

Our mission critical servers have aged to the point where service maintenance agreements are becoming expensive and in some cases are no longer available due to hardware "end-of-service-life". As a result this places the corporation at risk if a mission critical server were to fail.

The Virtualized Redundant Data Centre would allow Information Technology (I.T.) to virtualize the OSE application servers to achieve a high availability state at our main data center and a virtual OSE failover to the disaster recovery site.

There are additional benefits that will be realized by moving to a Virtualized Redundant Data Centre, which are;

- Energy Savings by reducing the number of servers
- Reduce the server room footprint
- Faster Server Provisioning for a failed or new server instance
- Increase uptime
- Cost savings (operational and capital)

Impact of not Funding this Request :

In light of the recent disasters in the City Information Technology wants to take measures to assure that technology required by staff during time of a disaster or regular business operation is available at all times, assisting city staff and council to effectively acquire information required to make informed decisions and carry out their day-to-day duties and responsibilities. Not doing so will impact city operations.

THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

This form is to be used to request Capital projects not already included in the Asset Management Plan. Please complete the form and obtain appropriate signatures and forward to: Shelley Schell, Manager of Finance & Budgets, Finance Department

Department/Division Name:

Amount Requested: Fiscal Year:
(complete Funding area below)

- Priority:
- CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.
- IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs
- DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

Funding:

Capital from Current:	<input type="text"/>	
Reserves (specify):	<input type="text" value="20,000.00"/>	<u>Fire Capital & Equipment Reserve Account</u>
Grants (specify):	<input type="text"/>	_____
Other (specify):	<input type="text"/>	_____
Total:	<input type="text" value="20000"/>	

Approvals/Date:

Division : Administration

Department: Marcel Provenzano

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

CAPITAL REQUEST

This form is to be used to request Capital projects not already included in the Asset Management Plan. Please complete the form and obtain appropriate signatures and forward to: Shelley Schell, Manager of Finance & Budgets, Finance Department

Department/Division Name:

Amount Requested: Fiscal Year:
(complete Funding area below)

- Priority:
- CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.
- IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs
- DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

Funding:

Capital from Current:	<input type="text"/>	
Reserves (specify):	<input type="text" value="30,000.00"/>	<u>Fire Capital & Equipment Reserves</u>
Grants (specify):	<input type="text"/>	_____
Other (specify):	<input type="text"/>	_____
Total:	<input type="text" value="30000"/>	

Approvals/Date:

Division : Support Services Department: Marcel Provenzano

THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

This form is to be used to request Capital projects not already included in the Asset Management Plan. Please complete the form and obtain appropriate signatures and forward to: Shelley Schell, Manager of Finance & Budgets, Finance Department

Department/Division Name:

Amount Requested: Fiscal Year:
(complete Funding area below)

Priority:

- CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.
- IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs
- DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

Electronic Fuel Dispensing : This Strategic Plan item will enhance records keeping, thereby reducing administration time and paperwork. This system would allow each unit to swipe fuel pumps to activate and log fuel dispensing, electronically storing to software program.

Funding:

Capital from Current:

Reserves (specify):

Grants (specify):

Other (specify):

Total:

Approvals/Date:

Division : Support Services

Department: Marcel Provenzano

THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

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Department/Division Name:

Amount Requested: Fiscal Year:
(complete Funding area below)

- Priority:
- CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.
- IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs
- DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

Funding:

Capital from Current:

Reserves (specify):

Grants (specify):

Other (specify):

Total:

Approvals/Date:

Division : Support Services

Department: Marcel Provenzano

THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

This form is to be used to request Capital projects not already included in the Asset Management Plan. Please complete the form and obtain appropriate signatures and forward to: Shelley Schell, Manager of Finance & Budgets, Finance Department

Department/Division Name:

Amount Requested: Fiscal Year:
(complete Funding area below)

- Priority:
- CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.
- IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs
- DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

Funding:

Capital from Current:

Reserves (specify):

Grants (specify):

Other (specify):

Total:

Approvals/Date:

Division : Support Services

Department: Marcel Provenzano

THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

This form is to be used to request Capital projects not already included in the Asset Management Plan. Please complete the form and obtain appropriate signatures and forward to: Shelley Schell, Manager of Finance & Budgets, Finance Department

Department/Division Name:

Amount Requested: Fiscal Year:
(complete Funding area below)

- Priority:
- CRITICAL Cannot continue to provide Critical services without health and safety concern.
- IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs
- DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

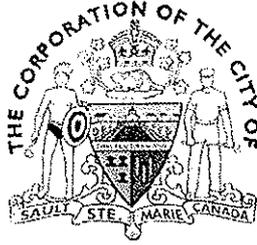
Funding:

Capital from Current:	<input type="text"/>	
Reserves (specify):	<input type="text" value="20,000.00"/>	<u>Fire Capital Reserves</u>
Grants (specify):	<input type="text"/>	_____
Other (specify):	<input type="text"/>	_____
Total:	<input type="text" value="20000"/>	

Approvals/Date:

Division : Fire Suppression

Department: Marcel Provenzano



CITY COUNCIL RESOLUTION

Agenda Number: 7.8.1
Title: New Digital 9-1-1 System Upgrade Costs
Date: Monday, November 10, 2014

Moved by: Councillor M. Bruni
Seconded by: Councillor S. Myers

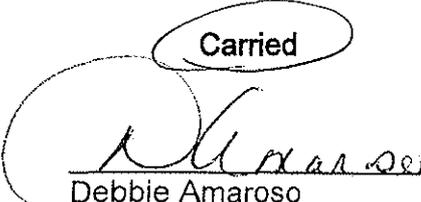
Resolved that the report of the Chief of Police dated 2014 10 23 regarding new digital 9-1-1 system upgrade be received and referred to 2015 Budget.

Carried

Postponed

Defeated

Referred


Debbie Amaroso



SAULT STE. MARIE POLICE SERVICE

580 Second Line East
Sault Ste. Marie, Ontario P6B 4K1

ROBERT A. KEETCH
Chief of Police

EMERGENCY DIAL 9-1-1
TELEPHONE 705-949-6300

EXECUTIVE FAX 705-949-3082
OPERATIONS FAX 705-759-7820

October 23, 2014

Mayor D. Amaroso & City Council
City of Sault Ste. Marie
99 Foster Drive
Sault Ste. Marie ON P6A 5X6

Dear Mayor Amaroso and City Council:

Re: New Digital 9-1-1 System Upgrade Costs

In 1972, Canada recognized the three-digit telephone number "911" as the "Universal Emergency Number," for citizens to request emergency assistance. The number is a nationwide telephone number that gives the public fast and easy access to a Public Safety Answering Point (PSAP) where the PSAP answers and routes the callers to the appropriate emergency responders.

The 911 service allows individuals to dial one three-digit number to access any emergency services including medical, fire, and police. Without the 911 service, an individual would have to either know or find the applicable emergency number and dial up to eleven digits to access these services in Canada.

The Canadian Radio-television & Telecommunication Commission (CRTC) has recently mandated an enhancement in equipment to 911 call centres (NG 911). The existing 911 infrastructure was outdated and had been previously identified for replacement. This new digital infrastructure will allow many new operational capabilities including the ability to receive digital messages including text messages and video. These enhancements are intended to provide 911 services to the hard of hearing, deaf and speech impaired individuals. The Sault Ste. Marie Police Service is one of approximately 300 Public Service Answering Points (PSAP's) in Canada which are now in the position of having to replace existing 911 infrastructures.

Although 911 infrastructures are housed within the Police Service's building and 911 calls from within the City of Sault Ste. Marie, Prince Township, Rankin and Garden River, are initially received at police dispatch, calls may be handed off to secondary PSAP's including the Sault Fire Services, EMS, and the Ontario Provincial Police. The costs associated with infrastructure to support 911 services (PSAP's) are a municipal responsibility and are not contained within the annual Police Service's budget.

Bell Canada will cover costs of their equipment up to the demarcation point, which in our case would be the server room. All remaining costs associated with making PSAP's infrastructures work on the Bell IP network are the responsibility of the Municipalities who operate PSAP's. It should be pointed out that there is not one solution to fit all requirements. Each PSAP network and infrastructure is unique amongst the different PSAP's.

Committed to Excellence in our Community

The installation of new NG 911 infrastructures will coincide and complement new call recording software within the Police Service. The costs of the call recording software are budgeted for and will be funded within the existing Police Service's capital budget.

In 2013 the Police Service identified that our current communications recording system (ComLog) was nearing end of life. The server system was starting to "fail" more often and we were finding it more difficult to find replacement parts for service. We researched various telephone/radio recording systems and we decided to go with a system manufactured by Komutel Communication Solutions. The Police Services Board approved \$50,000 from the 2014 Capital Reserve for this item. We thought it prudent to go this route as Komutel is also the vendor of record for the middleware solution for implementing the new IP technology 9-1-1 system between our PSAP infrastructure and Bell infrastructure. Costs which were realized are relative to infrastructure requirements, software licenses, maintenance and support agreements, voice and data capturing capability, training as well as required middleware to facilitate the new work functionality within the Computer Aided Dispatch station.

Call Recording	
Komutel Software	425,000.00
Server	10,000.00
Data Storage	20,000.00
Bix Work	3,000.00
	\$58,000.00

T911	
Komutel Software	\$60,000.00
2 Servers	30,000.00
2 Switches	7,000.00
2 Switches - Bell	7,000.00
Server Rack & KVM	3,500.00
Network Cards	2,000.00
Power\Electrical	3,000.00
Cables	2,000.00
Monitor Stands CERB	600.00
	\$115,100.00

PSAP at Back-up Site	
Layer 3 Switch	\$2,000.00
Firewall	1,000.00
Antennae for Roof	1,200.00
	\$4,200.00

Total	\$177,300.00
--------------	---------------------

The projected costs as we know them at this time are \$119,300.00 for equipment and software required to proceed with implementing NG 911. Being a major PSAP, we must ensure that our operations are not affected. If one system went down it would switch over to the second identical (backup) system maintaining seamless operation. We have learned the Komutel middleware solution requires more powerful servers and larger storage arrays. In addition, the equipment will be required to be mounted in a secure rack mount system which will meet the security requirements established.

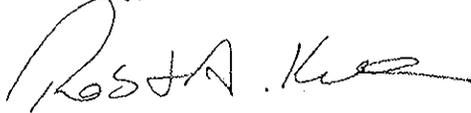
Our tentative timeline for implementation once the budget request has been approved by City Council involves the following steps:

- IP lines were ordered in June 2014.
- Once the IP lines have been installed we can schedule testing with Bell and project a go-live date for NG 911 in 2015.

In addition it should be pointed out that, out of the 300 PSAP's across Canada, there is only three in Ontario capable of running with the new NG 911 infrastructure.

As the \$58,000 to implement the call recording component is a Police Service responsibility and has been approved from the Police Services Board to come from our Capital Reserves, at this time I am making a budget request of \$119,300 from City Council to purchase and implement NG 911 for Sault Ste. Marie.

Yours truly,



Robert A. Keetch
Chief of Police

RAK:ah

Attachment

cc: Fire Chief M. Provenzano, Sault Ste. Marie Fire Services
Mr. R. Rushworth, Manager, Sault Ste. Marie Emergency Medical Services



Quote #10660

Presented to:

Sgt. Steve Miron
Sault Ste. Marie Police Service
580 Second Line East
Sault Ste. Marie
(705) 949-6300 #116

Prepared by

Mark Thompson
Komutel
mark.thompson@komutel.com
Tel: (877)-225-9988

2014-09-18

10720, Lavoie Boulevard
Office 301
Saint-Georges
(Québec) G5V 1R7

www.komutel.com | info@komutel.com | Tel : 418 225-9988 | Fax : 418 225-9989

Presentation

Komutel provides customers with innovative and effective software solutions that increase efficiency and reduce costs. Business processes are improved through the design and implementation of computerized telecommunications management systems, automated call processing (PC Console) solutions and call recording solutions.

At Komutel, we strive to harness new technologies in order to offer the most advanced solutions to our customers. Our team is dedicated to the development of powerful, user friendly software applications that help realize the full potential of your business by responding to the specific needs of your industry. Combined with carefully selected hardware, our software solutions are flexible and easily configured to your requirements.

We are your partners in improving your business and we are proud to provide:

- Implementation of our products
- Overall technology strategy consulting
- Custom development tailored to your needs
- Outsourcing and Training
- Technical Support
- Recommendations for equipment and supplies

Project

Sault Ste. Marie Police Service Public Safety Answering Point Upgrade Project

Transition from BID-13 Version 14 (X.25/Serial) to BID-13 Version 16 (IP/XML)

Komutel AQS middleware and SIT 911 Operator Console (CPID) software with central SQL database provides the solution architecture required as a foundation for NG9-1-1 and is designed and tested to meet or exceed mission critical PSAP requirements. The Komstat reporting tool provides the data filters and metrics required for compliance.

- AQS dual mode middleware compatible with BID-13 Version 14 (X.25/Serial), BID-13 Version 16 (IP/XML) and Intergraph CAD.
- SIT911 Operator Console captures Call Position ID (CPID) and communicates with AQS middleware to enable accurate ALI delivery to the CAD.
- Deployment in current X.25 environment recommended as phase 1 of transition to IP/XML.
- AQS enables seamless operation of Intergraph CAD in X.25 / Serial BID 13 Version 14 environment and in the new IP / XML BID 13 Version 16 environment.

To be supplied and installed by Komutel:

- Qty of 2 AQS Servers to enable redundancy between dual IP/XML circuits (DMARC) and the Intergraph CAD.
- Qty of 1 Komsync database synchronization tool (LDAP, Active Directory, CSV, etc)
- Qty of 3 SIT 911 Operator Consoles for Call Taker/Dispatch positions
- Qty of 1 Administrator Console with ANI-ALI Display
- REC call recording (32 channels)
- REC Supervisor (10 client licenses)
- Qty of 1 Komstat report generator

To be supplied by PSAP

- Server and SQL license (redundant, VMware compatible) to support Komutel database and KomSync
- Servers to support Komutel AQS middleware (VMware compatible)
- Server or PC workstation to support REC call recording
- Qty of 4 PC workstations to support SIT 911 and Administrator Console
- Qty of 4 Avaya BCM LAN CTE Client licenses
- Avaya BCM and IT configuration to support Komutel applications

Justification for Komutel AQS and SIT 911 (CPI) Solution

The change in PSAP 9-1-1 Data communications to native IP will start late 2013 and beyond. It is required, in part, to support the following features and enhancements:

1. Improved Wireless Call Location Data (Wireless E9-1-1 Phase II Stage 2) deployment of the In-Call Location Update [ICLU] tool (per ESTF0059);
2. Preparation for evolution to NG9-1-1;
3. T9-1-1 Text to 9-1-1 for the deaf, hard of hearing, and speech impaired (DHHSI) community (inCanada per ESTF0061).

To help address these challenges, Komutel has developed easy to deploy middleware solutions that delivers a solid foundation to support future NG911 features while addressing the immediate need to solve the impending call position ID issue.

1. Automatic Location Identification (ALI): the **Komutel ALI Query Server (AQS)** is a dual mode software solution that provides interoperability between current x.25 serial data interface environment and the new IP based terminal interfaces.

Benefits:

- Reduces or eliminates changes to the CAD and Telephony systems
- Protects existing investments
- Allows smooth operational continuity
- Provides reliability and future 911 feature evolution

Komutel ALI Query Server (AQS) Features

- Capable of capturing information from serial as well as IP interfaces and sharing it with existing and new applications, printer, CAD or any other external applications, effectively acting as a translator where required.
- Existing CAD software deployed with Komutel's AQS can continue to receive information in the format required in order to deliver maximum performance without making costly changes.
- The impact on current assets, systems and processes is minimized while providing a flexible platform for communicating with future mandated Terminal-to-Network Interfaces and associated features.

2. Call Position ID (CPID) handling: the **Komutel CPID Telephony Interface (SIT 911)** performs all the essential call handling, forwarding and statistics, including the required CTI integration for Call Position ID (CPID). Furthermore,

The SIT 911 computer telephony Interface (CTI) specifically created for PSAPs is compatible with and certified on all major TDM and VoIP Telephony Platforms including Avaya, Cisco, Mitel and DMS Centrex.

Benefits:

- Synchronizes voice and data (CPID) communication between the 911 network, Telephony, the CAD Systems and more
- Provides position specific call logging and reporting
- Merges in the same GUI mission critical information and access to media
- Reduces time required to handle communications

Komutel SIT 911 Features

- SIT 911 provides the telephony interface with the PBX, and presents an easy to use interface for PSAP Operator.
- 911 GUI: Consolidated in one view you will find the ANI/ALI, internal directories and procedures updated by external parties, enabling 911 operators to take better action.
- Unlimited phone status definitions: available to receive calls, on-line, logged out, (etc.) to be shared between all intervening parties and agents, including dry-contact visual indicators.
- Supports PBX queues and In-turn call handling features.
- Real-time display with status of all 911 call taking positions.
- Ring-back and intervening parties' intuitive shortcuts.
- Rapid access to mission critical resources and information.
- Supports PBX call intrusion features.
- Logs all actions to SQL database in real-time.

AQS and SIT911 compatible options from the Komutel suite of software solutions:

- Call Recording 911 call distribution Notification, Fan Out IP Camera Integration
- Agent and supervisor chat / help request - Special 911 Call transfer buttons; EMS, Police, Fire.
- Handling of multiple media to interact, directly or grouped, with intervening parties: radio, chat, Smartphones, pagers and much more.



1520, Boul. Lacroix
Saint-Georges (Québec) G5Y 1R7

Quote

Date: 2014-09-18

No: 10660

Sold to
Sault Ste. Marie Police Service
580 Second Line East
Sault Ste. Marie
P6B 4K1

Shipped to
Sault Ste. Marie Police Service
580 Second Line East
Sault Ste. Marie
P6B 4K1

Reference	Quantity	Description	Unit price	Amount
KOMAND (SIT 2)				
GESTDOC	4	Option: Document/ Emergency Procedures Management- Copy to Call	595.00	2,380.00
BROWSERSIT	4	Option: Web Browser	195.00	780.00
CHATSIT	4	Option: Chat / Help Request Option	195.00	780.00
ALIANISIT	1	ANI/ALI Option (X25-BID 13)	595.00	595.00
BASESIT	1	Komand Administration (without telephony)	995.00	995.00
		Sub-total		5,530.00
KOM911				
SIT911	3	SIT911 PSAP Operator Console with ANI-ALI Display and CPI Interface. Requires ANI-ALI (AQS) Server	2,995.00	8,985.00
ALIANISERV	2	ALI-ANI AQS Server IP-XML / X25 Protocol BID 13 Format	9,995.00	19,990.00
		Sub-total		28,975.00
REC (Call Recording)				
RECCEN	10	REC Supervisor Version	995.00	9,950.00
RECANA32	32	REC Call Recording Solution - Cost per Station (11 -75 users)	400.00	12,800.00
		Sub-total		22,750.00
KOMSTAT: CALL ACCOUNTING				
RAPBLF	2	Komstat: Call Accounting with Email Distribution	1,995.00	3,990.00
		Sub-total		3,990.00
Synchronization				
INTEXCH	1	Komsync Synchronization Module (Active Directory, ODBC, LDAP, MAPI, etc.)	2,495.00	2,495.00
		Sub-total		2,495.00
Services				
PRJGES	1	Project Management (8Hr.)	1,400.00	1,400.00
MDO	24	Training (Hourly rate with contract)	160.00	3,840.00
INST	80	Installation (Hourly rate with contract)	160.00	12,800.00

FRSDEP	1500	Travel expenses	1.00	1,500.00
ANASU	1	Needs Analysis	800.00	800.00
		Sub-total		20,340.00
		Others		
	1	OPTIC credit for second AQS for backup purposes	-9,995.00	-9,995.00
		Sub-total		-9,995.00
ASSAN		Annual Service Contract		10,452.05
		Total		<u>CAD 84,537.05</u>

THIS PROPOSAL IS VALID FOR 90 DAYS

Valid for 30 days.

Taxes not included

Hours listed in the above quote are subject to change since they are based on an average of time required.

THE CORPORATION OF THE CITY OF SAULT STE MARIE
CAPITAL REQUEST

Department/Division Name:

Amount Requested: Fiscal Year:
(complete Funding area below)

- Priority:
- CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.
 - IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs
 - DESIRABLE Significant Improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

Funding:

Capital from Current:

Reserves (specify):

Grants (specify):

Other (specify):

Total:

Approvals/Date:

Division : _____ Department: _____

THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

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Please complete the form and obtain appropriate signature, and forward to: Shelley Schell, Manager of
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Project Description:

Funding:

Capital from Current:	<input type="text"/>	
Reserves (specify):	<input type="text" value="475,000.00"/>	<u>Transit Equipment Reserve</u>
Grants (specify):	<input type="text"/>	_____
Other (specify):	<input type="text"/>	_____
Total:	<input type="text" value="475000"/>	

Approvals/Date:

Division : Don Scott, September 15, 2014

Department: 

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Funding:

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Reserves (specify):

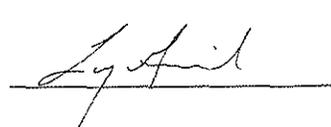
Grants (specify):

Other (specify): Asset Management Funding

Total:

Approvals/Date:

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Department: 

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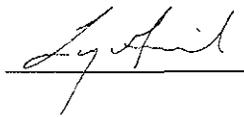
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Other (specify):

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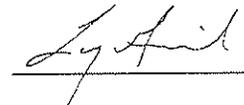
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Project Description:

Funding:

Capital from Current:	<input type="text"/>	
Reserves (specify):	<input type="text"/>	_____
Grants (specify):	<input type="text"/>	_____
Other (specify):	<input type="text" value="60,000.00"/>	<u>Asset Management Funding</u>
Total:	<input type="text" value="60000"/>	

Approvals/Date:

Division : Don Scott, September 2014

Department: *Lyndie*

THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

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Division : Don Scott, September 15, 2014

Department: 

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Project Description:

In 1990, an addition in the main PWT building at 128 Sackville was completed, included an accessible washroom, a women's washroom and locker area. The roof is constructed of a bitumen roofing material. The roof leaks during heavy rain due to poor drainage. The request will repair the drainage problem and change the roof material to a Sarnifil membrane.

Funding:

Capital from Current:

Reserves (specify):

Grants (specify):

Other (specify):

Total:

Approvals/Date:

Division : Mike Blanchard

Department: 

THE CORPORATION OF THE CITY OF SAULT STE. MARIE CAPITAL REQUEST

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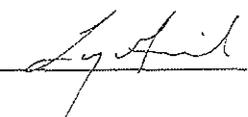
Project Description:

Funding:

Capital from Current:	<input type="text" value="90,000.00"/>	
Reserves (specify):	<input type="text"/>	_____
Grants (specify):	<input type="text"/>	_____
Other (specify):	<input type="text"/>	_____
Total:	<input type="text" value="90000"/>	

Approvals/Date:

Division : Mike Blanchard

Department: 

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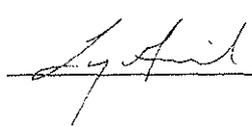
Grants (specify):

Other (specify):

Total:

Approvals/Date:

Division : Mike Blanchard

Department: 

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Department: 

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

CAPITAL REQUEST

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Department/Division Name:

Amount Requested: Fiscal Year:
(complete Funding area below)

- Priority:
- CRITICAL Cannot continue to provide Critical services without funding. Health & Safety concern.
- IMPORTANT Will enhance the capabilities of department to deliver efficient services and/or decrease costs
- DESIRABLE Significant improvements, but not time sensitive and/or can be deferred without disruption of service

Project Description:

Funding:

Capital from Current:

Reserves (specify):

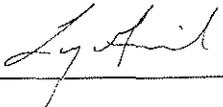
Grants (specify):

Other (specify):

Total:

Approvals/Date:

Division : Travis Reid

Department: 

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Project Description:

Funding:

Capital from Current:

Reserves (specify):

Grants (specify):

Other (specify):

Total:

Approvals/Date:

Division : PARKS

Department: *Lyndie*

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Project Description:

Funding:

Capital from Current:

Reserves (specify):

Grants (specify):

Other (specify):

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Approvals/Date:

Division : Andy Starzomski

Department: 

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Funding:

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Reserves (specify):

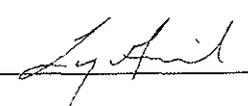
Grants (specify):

Other (specify):

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Department: 

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Project Description:

To replace the remaining overhead red flashers at specific intersections with Solar Powered red flashers. By replacing these flashers with solar flashers they remain active during power outages and reduces our overall power consumption usage. Funding for this project should be extended over a 5 year program. \$30,000/year for 5 years.

Funding:

Capital from Current:

Reserves (specify):

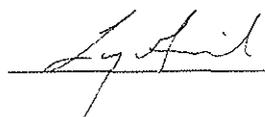
Grants (specify):

Other (specify):

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Division : Andy Starzomski

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Project Description:

Funding:

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Reserves (specify):

Grants (specify):

Other (specify):

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Division : Andy Starzomski

Department: *Lyndee*

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Project Description:

Funding:

Capital from Current:

Reserves (specify): _____

Grants (specify): _____

Other (specify): _____

Total:

Approvals/Date:

Division : Andy Starzomski

Department: *Lyndell*

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Funding:

Capital from Current:

Reserves (specify):

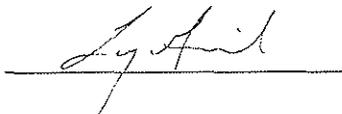
Grants (specify):

Other (specify):

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Project Description:

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Reserves (specify):

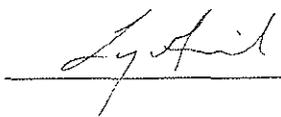
Grants (specify):

Other (specify):

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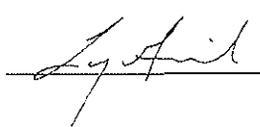
Project Description:

Funding:

Capital from Current:	<input type="text"/>	
Reserves (specify):	<input type="text" value="100,000.00"/>	<u>Landfill Reserves</u> _____
Grants (specify):	<input type="text"/>	_____
Other (specify):	<input type="text"/>	_____
Total:	<input type="text" value="100000"/>	

Approvals/Date:

Division : Monty Pinder

Department: 

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Project Description:

Funding for construction of a new mausoleum in Holy Sepulchre Cemetery. This new unit will support the ongoing sales of mausoleum crypts. Current inventory of crypts, and sales history since 2001, supports the need for a new unit in 2015.

Funding:

Capital from Current:

Reserves (specify):

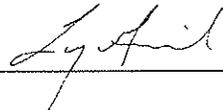
Grants (specify):

Other (specify):

Total:

Approvals/Date:

Division : Roger Nenonen

Department: 

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Project Description:

Garage Storage Building Roof, Cemeteries, Peoples Road: to cover the cost of supply & installation (by PWT forces) of a new metal roof (shingles and some roof panels are worn out). Benefits: Serve to protect cemetery equipment, e.g., lawn mowers, tools, packers, etc. Roger Nenonen.

Funding:

Capital from Current:

Reserves (specify):

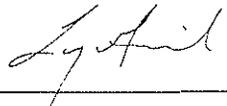
Grants (specify):

Other (specify):

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Grants (specify):

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