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# Costing Center Summary

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Costing Center: RATE REVENUES

**Previous Costing Center:** RATE REVENUES

**Budget Year:** 2020

**Division:** WATER AND  
WASTEWATER

**Accounting Reference:** 5860

**Department:** FINANCE UTILITIES

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Val Rochelle

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## Description:

This cost center reflects the revenues generated from water sales to the various classifications of consumers and includes bulk, consumption charges, and the flat meter service charge.

## Comments:

The last of the rate changes approved by the PUB took affect July 1, 2018. A rate study is underway and is expected to to propose new rates for 2021 and onwards.

## Outlook:

# Costing Center Summary

Costing Center: RATE REVENUES

	2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget
<b>Revenues</b>				
Other Income				
46117 INTEREST ON OVERDUE ACCOUNTS	99,849	99,849	100,408	102,315
Other Income Total	99,849	99,849	100,408	102,315
User Fees and Sales of Goods				
47910 METERED CONSUMPTION Water	10,849,833	10,849,833	10,902,168	11,120,211
47912 METER SERVICE	999,733	999,733	1,004,306	1,004,306
47940 BULK SALES	80,002	80,002	80,002	80,002
47950 METERED CONSUMPTION Wastewater	8,067,264	8,067,264	8,175,063	8,338,564
User Fees and Sales of Goods Total	19,996,832	19,996,832	20,161,539	20,543,083
	<b>20,096,681</b>	<b>20,096,681</b>	<b>20,261,947</b>	<b>20,645,398</b>
<b>Net Total</b>	<b>20,096,681</b>	<b>20,096,681</b>	<b>20,261,947</b>	<b>20,645,398</b>

# Costing Center Summary

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Costing Center: UTILITY ADMINISTRATION

**Previous Costing Center:** UTILITY  
ADMINISTRATION

**Budget Year:** 2020

**Division:** WATER AND  
WASTEWATER

**Accounting Reference:** 6008

**Department:** FINANCE UTILITIES

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Val Rochelle

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## Description:

This cost center reflects costs associated with the Water Billing Section of the Finance Department (1 permanent staff plus temporary staff for approximately 3 days each month related to stuffing bills).

The other costs are mostly allocations of administrative overhead for Finance, Information Technology and Human Resources. These departments periodically review their operating costs and adjust cost allocations to ensure the Utility pays its fair share of administrative overhead costs.

## Comments:

## Outlook:

# Costing Center Summary

Costing Center: UTILITY ADMINISTRATION

	2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget
<b>Revenues</b>				
Conditional Government Transfers				
43510    PROVINCIAL GOV'T	0	198	0	0
Conditional Government Transfers Total	0	198	0	0
		<b>198</b>	<b>0</b>	<b>0</b>
<b>Expenditures</b>				
Benefits				
51122    BOOT ALLOWANCE	0	0	0	0
Benefits Total	0	0	0	0
Contract Services				
52015    CONTRACTS	5,521	5,947	5,741	5,765
52020    PROFESSIONAL FEES	0	0	0	0
52069    PRINTING COSTS	0	0	0	0
52162    MUNICIPAL BOARD FEES	0	50	0	0
52387    BANK PROCESSING FEES	600	600	700	700
Contract Services Total	6,121	6,597	6,441	6,465
Equipment Purchases				
54410    EQUIPMENT PURCHASES	1,375	708	1,252	1,102
Equipment Purchases Total	1,375	708	1,252	1,102
Materials and Supplies				
54068    POSTAGE	46,743	46,743	45,080	46,060
54099    PARTS AND MATERIALS	6,000	6,000	6,000	6,000
Materials and Supplies Total	52,743	52,743	51,080	52,060
Other				
51141    PROFESSIONAL DEVELOPMENT	4,221	2,467	4,649	4,606
59003    ADVERTISING	500	500	684	688
59011    PUBLIC UTILITY BOARD FEES	0	250	200	100
59059    MEMBERSHIP	1,498	1,585	1,585	1,605
59098    SUBSCRIPTIONS	0	140	264	264
59128    PROPERTY TAXES	10,895	10,895	10,861	10,861
59139    CONFERENCE COSTS	0	0	0	0
Other Total	17,113	15,837	18,243	18,124
Salaries and Wages				
51083    REGULAR SALARIES	606,599	586,839	607,297	608,909
51084    OVERTIME SALARIES	2,993	4,754	4,599	4,691
Salaries and Wages Total	609,592	591,593	611,896	613,600
Utilities				
53130    TELEPHONE	404	404	834	834
Utilities Total	404	404	834	834
	<b>687,348</b>	<b>667,882</b>	<b>689,746</b>	<b>692,185</b>
<b>Net Total</b>	<b>(687,348)</b>	<b>(667,684)</b>	<b>(689,746)</b>	<b>(692,185)</b>

# Costing Center Summary

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Costing Center: BOOSTER STATIONS

**Previous Costing Center:** BOOSTER STATIONS

**Budget Year:** 2020

**Division:** WATER AND  
WASTEWATER

**Accounting Reference:** 0814

**Department:** ENGINEERING UTILITIES

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Alexia Stangherlin

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## Description:

This cost center captures the operating costs for the City's treated water Reservoir and Booster Stations.

## Comments:

The City has four numbered booster stations plus the reservoir - 1st St North (No.3), 13th St (No.2), 16th St North (No.4), 34th St (No.1), and 9th Street (Reservoir). The cost for hydro and parts & materials are the main cost drivers in this account.

## Outlook:

# Costing Center Summary

Costing Center: BOOSTER STATIONS

	2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget
<b>Expenditures</b>				
Contract Services				
52015	CONTRACTS	10,000	10,000	10,000
52028	GENERAL INSURANCE	9,551	9,551	12,894
52081	EXTERNAL EQUIPMENT RENTAL	2,000	2,000	2,000
Contract Services Total		21,551	21,551	24,894
Materials and Supplies				
54099	PARTS AND MATERIALS	70,000	60,000	55,000
54129	DIESEL (OPERATING)	3,500	3,500	3,500
Materials and Supplies Total		73,500	63,500	58,500
Utilities				
53046	POWER	114,000	114,000	117,000
53130	TELEPHONE	1,603	1,603	1,610
Utilities Total		115,603	115,603	118,610
<b>Net Total</b>		<b>(210,654)</b>	<b>(200,654)</b>	<b>(199,629)</b>

# Costing Center Summary

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Costing Center: LIFT STATIONS

**Previous Costing Center:** LIFT STATIONS

**Budget Year:** 2020

**Division:** WATER AND  
WASTEWATER

**Accounting Reference:** 0856

**Department:** ENGINEERING UTILITIES

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Alexia Stangherlin

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## Description:

This cost center captures the operating costs for the City's wastewater Lift Stations.

## Comments:

The City has seven Lift Stations – Hilton, Elderwood, South End, Kirkcaldy, College, Dike Pump, and the Airport. The cost of hydro and parts for maintenance are the main cost drivers in this account. Contracted vector services for cleaning Elderwood, South End, and Kirkcaldy Lift Stations will be required on an ongoing basis due to the depth of the wet wells in those facilities.

## Outlook:

Kirkcaldy Drive Lift Station will be operational in early 2020 as part of the Flood Mitigation projects to service the North Hill. The cost for operation and maintenance of the new Lift Station will reside in this cost center, beginning in 2020.

# Costing Center Summary

Costing Center: LIFT STATIONS

	2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget	
<b>Expenditures</b>					
Contract Services					
52015	CONTRACTS	10,000	55,270	15,000	18,000
52028	GENERAL INSURANCE	4,487	4,487	5,880	6,057
52081	EXTERNAL EQUIPMENT RENTAL	2,500	2,500	2,500	5,000
Contract Services Total		16,987	62,257	23,380	29,057
Materials and Supplies					
54099	PARTS AND MATERIALS	40,000	75,000	45,000	47,000
54129	DIESEL (OPERATING)	3,100	3,100	3,500	3,500
Materials and Supplies Total		43,100	78,100	48,500	50,500
Utilities					
53046	POWER	46,000	41,000	50,000	55,000
53130	TELEPHONE	3,680	3,680	3,700	3,700
53150	WATER	160	160	180	180
Utilities Total		49,840	44,840	53,880	58,880
<b>Net Total</b>		<b>(109,927)</b>	<b>(185,197)</b>	<b>(125,760)</b>	<b>(138,437)</b>

# Costing Center Summary

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Costing Center: MAINTENANCE OPERATIONS

**Previous Costing Center:** MAINTENANCE  
OPERATIONS

**Budget Year:** 2020

**Division:** WATER AND  
WASTEWATER

**Accounting Reference:** 0816

**Department:** ENGINEERING UTILITIES

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Alexia Stangherlin

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## Description:

This cost center captures the costs for staff performing routine and preventative maintenance at the Water Treatment Facility, Municipal Pre-Treatment Facility, Water Reclamation Facility and ancillary facilities.

## Comments:

The ancillary facilities consist of 4 booster stations, 9th Street Reservoir, 2 groundwater wells, sludge dewatering facility, intake works, 7 lift stations, lagoons and associated equipment.

The maintenance staff are faced with additional challenges that will assist in enabling facility operations to achieve increasing regulatory standards under the Environment Act and Drinking Water Safety Act. This requires qualified maintenance of advanced technologies such as membrane and UV systems, additional calibration of metering and sensing equipment, laser alignment of pump and motor drives, infrared scanning of electrical equipment, and ensuring an adequate inventory of critical spare parts.

## Outlook:

# Costing Center Summary

Costing Center: MAINTENANCE OPERATIONS

	2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget
<b>Expenditures</b>				
Benefits				
51122 BOOT ALLOWANCE	1,055	1,185	1,197	1,197
Benefits Total	1,055	1,185	1,197	1,197
Contract Services				
52028 GENERAL INSURANCE	133	133	169	174
Contract Services Total	133	133	169	174
Equipment Purchases				
54410 EQUIPMENT PURCHASES	38,000	30,116	45,000	0
59036 SAFETY EQUIPMENT	3,500	6,000	5,500	5,700
Equipment Purchases Total	41,500	36,116	50,500	5,700
Materials and Supplies				
54099 PARTS AND MATERIALS	0	60	180	180
54103 GASOLINE (VEHICLE)	7,700	6,500	8,700	8,700
54104 DIESEL (VEHICLE)	3,500	3,750	3,600	3,700
54125 DIESEL EXHAUST FLUID	100	100	100	100
Materials and Supplies Total	11,300	10,410	12,580	12,680
Other				
51141 PROFESSIONAL DEVELOPMENT	15,500	15,500	18,000	18,000
59059 MEMBERSHIP	180	55	380	220
59080 FLEET EQUIP MAINTENANCE	18,600	18,600	21,500	21,500
59139 CONFERENCE COSTS	0	0	0	0
59993 EQUIPMENT CAPITAL CONTRIBUTION	25,117	25,117	24,156	24,156
Other Total	59,397	59,272	64,036	63,876
Salaries and Wages				
51083 REGULAR SALARIES	843,075	813,456	907,751	908,741
51084 OVERTIME SALARIES	0	0	0	0
Salaries and Wages Total	843,075	813,456	907,751	908,741
Transfers to/from Internal Accounts				
59001 SHOP RATE CHARGES	0	5,728	0	0
Transfers to/from Internal Accounts Total	0	5,728	0	0
Utilities				
53130 TELEPHONE	4,536	3,336	2,684	2,684
Utilities Total	4,536	3,336	2,684	2,684
	<b>960,997</b>	<b>929,637</b>	<b>1,038,917</b>	<b>995,052</b>
<b>Net Total</b>	<b>(960,997)</b>	<b>(929,637)</b>	<b>(1,038,917)</b>	<b>(995,052)</b>

# Costing Center Summary

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Costing Center: MUNICIPAL PRE-TREATMENT PLANT

**Previous Costing Center:** MUNICIPAL PRE-TREATMENT PLANT

**Budget Year:** 2020

**Division:** WATER AND WASTEWATER

**Accounting Reference:** 0850

**Department:** ENGINEERING UTILITIES

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Alexia Stangherlin

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## Description:

This cost center captures the costs of operating and maintaining the Municipal Wastewater Pre-treatment Facility located at 4040 Victoria Ave East.

## Comments:

This account includes principal and interest costs for two debentures: the Lagoon expansion which expires in 2023, and the Water Reclamation Facility upgrades which expires in 2031. Revenues recorded in this account are the disposal fees charged to septic haulers for discharging at the septic receiving station.

## Outlook:

# Costing Center Summary

Costing Center: MUNICIPAL PRE-TREATMENT PLANT

	2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget
<b>Revenues</b>				
User Fees and Sales of Goods				
47309 SEPTIC DISPOSAL DUMP FEES	110,000	116,000	120,000	125,000
User Fees and Sales of Goods Total	110,000	116,000	120,000	125,000
	<b>110,000</b>	<b>116,000</b>	<b>120,000</b>	<b>125,000</b>
<b>Expenditures</b>				
Contract Services				
52015 CONTRACTS	141,200	101,200	108,200	108,200
52019 CONSULTING FEES	20,000	0	10,000	10,000
52028 GENERAL INSURANCE	14,648	14,648	19,198	19,774
52029 LIABILITY INSURANCE	11,065	11,065	13,938	14,356
52032 VEHICLE INSURANCE	240	213	240	240
52049 LABORATORY TESTING	20,000	18,000	22,000	22,000
52081 EXTERNAL EQUIPMENT RENTAL	4,000	4,000	4,200	4,200
52113 LABORATORY SUPPLIES	5,500	5,500	4,500	4,500
Contract Services Total	216,653	154,626	182,276	183,270
Debenture Debt Servicing Costs				
57438 DEBENTURE PRINCIPAL	844,759	844,759	876,416	910,337
57439 DEBENTURE INTEREST	366,087	366,087	334,174	300,532
Debenture Debt Servicing Costs Total	1,210,846	1,210,846	1,210,590	1,210,869
Equipment Purchases				
54410 EQUIPMENT PURCHASES	0	0	0	0
59036 SAFETY EQUIPMENT	8,000	3,000	6,000	6,000
Equipment Purchases Total	8,000	3,000	6,000	6,000
Materials and Supplies				
54062 LIABILITY CLAIMS	0	0	0	0
54099 PARTS AND MATERIALS	160,000	145,000	130,000	130,000
54103 GASOLINE (VEHICLE)	0	0	0	0
54104 DIESEL (VEHICLE)	0	0	0	0
54118 OFFICE SUPPLIES	750	1,500	1,200	1,200
54128 GASOLINE (OPERATING)	900	1,400	900	900
Materials and Supplies Total	161,650	147,900	132,100	132,100
Other				
51141 PROFESSIONAL DEVELOPMENT	0	0	0	0
59050 MAINTENANCE OF GROUNDS	7,000	7,000	7,000	7,000
59059 MEMBERSHIP	4,000	825	1,000	1,000
59080 FLEET EQUIP MAINTENANCE	0	0	0	0
59138 BUSINESS TRAVEL	0	0	0	0
59139 CONFERENCE COSTS	0	0	0	0
59248 DISPOSAL SITE CHARGE	10,000	13,000	12,000	15,000
59993 EQUIPMENT CAPITAL CONTRIBUTION	0	0	0	0
Other Total	21,000	20,825	20,000	23,000

# Costing Center Summary

Costing Center: MUNICIPAL PRE-TREATMENT PLANT

## Salaries and Wages

51231	INTERNAL SALARIES	2,000	2,000	2,000	2,000
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Salaries and Wages Total		2,000	2,000	2,000	2,000
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## Transfers to/from Internal Accounts

59001	SHOP RATE CHARGES	0	0	0	0
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Transfers to/from Internal Accounts Total		0	0	0	0
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## Utilities

53025	HEAT	85,000	70,000	86,000	87,000
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53046	POWER	254,000	184,000	205,000	205,000
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53130	TELEPHONE	2,448	2,448	2,460	2,460
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53150	WATER	150,000	150,000	150,000	150,000
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Utilities Total		491,448	406,448	443,460	444,460
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		<b>2,111,597</b>	<b>1,945,645</b>	<b>1,996,426</b>	<b>2,001,699</b>
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## Net Total

		<b>(2,001,597)</b>	<b>(1,829,645)</b>	<b>(1,876,426)</b>	<b>(1,876,699)</b>
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# Costing Center Summary

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Costing Center: PURIFICATION & TREATMENT

**Previous Costing Center:** PURIFICATION & TREATMENT

**Budget Year:** 2020

**Division:** WATER AND WASTEWATER

**Accounting Reference:** 0780

**Department:** ENGINEERING UTILITIES

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Alexia Stangherlin

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## Description:

This cost center captures the costs of chemicals utilized in the Water Treatment Facility, as well as the internal and external laboratory costs associated with quality control.

## Comments:

Chemical usage for water treatment fluctuates throughout the year and is primarily affected by source water quality and water demand. No changes in treatment technology are expected in 2020 and chemical costs are expected to follow historical trends.

## Outlook:

The new, dedicated Chemical Building at the Water Treatment Facility will be completed in 2021 as part of the overall Water Treatment Upgrade and Expansion. The Chemical Building will be the first phase of the upgrade and the current treatment technology will remain. The impact on most chemical usage will be unchanged, except for disinfection, where chlorine gas will be phased out in favour of sodium hypochlorite.

# Costing Center Summary

Costing Center: PURIFICATION & TREATMENT

	2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget	
<b>Expenditures</b>					
Contract Services					
52049	LABORATORY TESTING	53,000	53,000	57,000	58,000
52113	LABORATORY SUPPLIES	15,000	15,000	15,000	16,000
Contract Services Total		68,000	68,000	72,000	74,000
Equipment Purchases					
54410	EQUIPMENT PURCHASES	0	0	2,500	0
Equipment Purchases Total		0	0	2,500	0
Materials and Supplies					
54108	SULPHATE OF ALUMINA	295,000	265,000	300,000	300,000
54109	CHLORINE	70,000	60,000	55,000	55,000
54110	SODA ASH	550,000	530,000	565,000	565,000
54111	LIME	880,000	740,000	890,000	890,000
54112	ACTIVE CARBON	106,000	93,205	110,000	110,000
54114	FLUORIDATION	21,000	18,488	22,000	24,000
54115	POLYMERS-ANIONIC	84,000	84,000	87,000	87,000
54116	POTASSIUM PERMANGANATE	22,000	18,295	24,000	26,000
54117	FERRIC SULPHATE	5,000	0	5,000	5,000
54123	SODIUM HYPOCHLORITE	0	0	20,000	135,000
54653	CARBON DIOXIDE	185,000	185,000	190,000	150,000
59293	CYLINDER DEPOSITS	0	0	0	0
Materials and Supplies Total		2,218,000	1,993,988	2,268,000	2,347,000
		<b>2,286,000</b>	<b>2,061,988</b>	<b>2,342,500</b>	<b>2,421,000</b>
<b>Net Total</b>		<b>(2,286,000)</b>	<b>(2,061,988)</b>	<b>(2,342,500)</b>	<b>(2,421,000)</b>

# Costing Center Summary

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Costing Center: SEWAGE LAGOON OPERATIONS

**Previous Costing Center:** SEWAGE LAGOON OPERATIONS

**Budget Year:** 2020

**Division:** WATER AND WASTEWATER

**Accounting Reference:** 0855

**Department:** ENGINEERING UTILITIES

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Alexia Stangherlin

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## Description:

This cost center captures the costs of operating and maintaining the City's wastewater lagoon system. Typical costs include maintaining the road network and underground piping, maintaining the integrity of the lagoon cells, and the Biosolids application program.

## Comments:

The operation of the lagoons continues to have minor fluctuations due in large part to utility rates. The cost of administering the Biosolids program as a maintenance exercise is the single, largest expense within the account and must be done annually.

## Outlook:

The Biosolids program continues to increase in scope based on actual loading in the lagoons. In 2020, the Biosolids program will focus on Sludge cells 2 and 3B. Cells 1 and 3A will be handled in 2021.

# Costing Center Summary

Costing Center: SEWAGE LAGOON OPERATIONS

	2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget	
<b>Expenditures</b>					
Contract Services					
52015	CONTRACTS	550,000	570,000	570,000	580,000
52081	EXTERNAL EQUIPMENT RENTAL	0	0	0	0
Contract Services Total		550,000	570,000	570,000	580,000
Materials and Supplies					
54099	PARTS AND MATERIALS	15,000	5,000	10,000	10,000
Materials and Supplies Total		15,000	5,000	10,000	10,000
Other					
59128	PROPERTY TAXES	22	22	22	25
Other Total		22	22	22	25
Utilities					
53046	POWER	8,300	8,300	8,500	8,500
53130	TELEPHONE	450	350	350	0
Utilities Total		8,750	8,650	8,850	8,500
<b>Net Total</b>		<b>(573,772)</b>	<b>(583,672)</b>	<b>(588,872)</b>	<b>(598,525)</b>

# Costing Center Summary

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Costing Center: UTILITY ADMIN ENGINEERING

**Previous Costing Center:** UTILITY ADMIN  
ENGINEERING

**Budget Year:** 2020

**Division:** WATER AND  
WASTEWATER

**Accounting Reference:** 0817

**Department:** ENGINEERING UTILITIES

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Alexia Stangherlin

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## Description:

This cost center captures the salaries and operating costs for the Utility related to Engineering administration. The appropriation of funds to the Water and Wastewater Reserves are recorded in this cost center and revenues recorded are generated from sewer and water installation permits as well as Development Charges.

## Comments:

New staff members in Engineering have had an impact on the Utility as well as continued investment in asset management tools.

## Outlook:

# Costing Center Summary

Costing Center: UTILITY ADMIN ENGINEERING

	2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget
<b>Revenues</b>				
Conditional Government Transfers				
43510	PROVINCIAL GOVT	0	13,410	0
43660	PROVINCIAL OTHER	0	0	0
44500	FEDERAL GOVT	0	363,412	0
Conditional Government Transfers Total		0	376,822	0
Income from Enterprises				
47394	WATER RES CONTRIBUTIONS	0	149,170	0
47395	WASTEWATER RES CONTRIBUTIONS	0	0	0
47396	DC WWT RES CONTRIBUTION	0	1,859	21,000
47397	DC WATER TREATMENT RES CONTRIBUTION	0	1,455	18,000
47398	DC WASTEWTR NETWORK RES CONTRIBUTION	0	0	215,000
47399	DC WATER NETWRK RES CONTRIBUTION	0	0	68,000
Income from Enterprises Total		0	152,484	322,000
Other Income				
47999	REVENUE	0	0	0
49368	SALE PROCEEDS - EQUIPMENT	0	0	0
Other Income Total		0	0	0
Permits, Licenses and Fines				
47003	EXCAVATION PERMITS	20,000	21,000	22,000
Permits, Licenses and Fines Total		20,000	21,000	22,000
User Fees and Sales of Goods				
47506	SCRAP METAL SALES	0	3,156	0
User Fees and Sales of Goods Total		0	3,156	0
		<b>20,000</b>	<b>553,462</b>	<b>344,000</b>
<b>346,000</b>				
<b>Expenditures</b>				
Benefits				
51122	BOOT ALLOWANCE	1,541	1,041	770
Benefits Total		1,541	1,041	770
Contract Services				
52015	CONTRACTS	174,700	68,506	74,500
52019	CONSULTING FEES	115,000	49,152	70,000
52069	PRINTING COSTS	1,000	1,000	1,000
52081	EXTERNAL EQUIPMENT RENTAL	0	0	0
Contract Services Total		290,700	118,658	145,500
Equipment Purchases				
54410	EQUIPMENT PURCHASES	3,300	2,400	7,500
59036	SAFETY EQUIPMENT	500	500	500
Equipment Purchases Total		3,800	2,900	8,000

# Costing Center Summary

Costing Center: UTILITY ADMIN ENGINEERING

## Materials and Supplies

54099	PARTS AND MATERIALS	10,000	10,000	12,500	12,500
54118	OFFICE SUPPLIES	2,000	2,000	2,000	2,000

Materials and Supplies Total		12,000	12,000	14,500	14,500
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## Other

51141	PROFESSIONAL DEVELOPMENT	41,000	22,200	37,000	37,000
59003	ADVERTISING	2,000	978	2,000	2,000
59048	LUNCHEONS	500	500	500	500
59059	MEMBERSHIP	89,275	76,775	77,550	77,550
59080	FLEET EQUIP MAINTENANCE	0	0	9,000	9,000
59139	CONFERENCE COSTS	0	0	0	0
59241	SPECIAL PROGRAMS	5,000	5,000	5,000	5,000
59993	EQUIPMENT CAPITAL CONTRIBUTION	0	0	11,385	11,385

Other Total		137,775	105,453	142,435	142,435
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## Reserve Appropriation

58541	WATER DISTRIBUTION B/L 6382	1,848,327	2,374,319	3,362,926	3,902,126
58557	WASTEWATER DISTRIB B/L 6732	1,550,000	1,550,000	0	0
58560	DC WWT B/L 7180	0	1,859	21,000	21,000
58561	DC WATER TREAT B/L 7181	0	1,455	18,000	18,000
58563	DC WW NETWORK B/L 7183	0	0	215,000	217,000
58564	DC WATER NETWORK B/L 7184	0	0	68,000	68,000

Reserve Appropriation Total		3,398,327	3,927,633	3,684,926	4,226,126
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## Salaries and Wages

51083	REGULAR SALARIES	1,171,637	1,095,567	1,067,516	1,065,193
51084	OVERTIME SALARIES	20,000	2,000	5,000	5,000
51090	SHIFT DIFFERENTIAL	0	0	0	0

Salaries and Wages Total		1,191,637	1,097,567	1,072,516	1,070,193
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## Transfers to/from Internal Accounts

59997	TRANSFER FR RESERVES	(105,000)	(15,000)	(40,000)	(80,000)
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Transfers to/from Internal Accounts Total		(105,000)	(15,000)	(40,000)	(80,000)
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## Utilities

53130	TELEPHONE	3,970	3,606	3,088	3,088
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Utilities Total		3,970	3,606	3,088	3,088
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		<b>4,934,751</b>	<b>5,253,859</b>	<b>5,031,735</b>	<b>5,608,112</b>
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## Net Total

		<b>(4,914,751)</b>	<b>(4,700,397)</b>	<b>(4,687,735)</b>	<b>(5,262,112)</b>
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# Costing Center Summary

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Costing Center: WATER RECLAMATION FACILITY

**Previous Costing Center:** WATER RECLAMATION  
FACILITY

**Budget Year:** 2020

**Division:** WATER AND  
WASTEWATER

**Accounting Reference:** 2466

**Department:** ENGINEERING UTILITIES

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Alexia Stangherlin

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## Description:

This cost center captures the costs of operating the Water Reclamation Facility located at 800 65th Street East.

## Comments:

The vast majority of the operating budget at the Water Reclamation Facility is for chemicals, utility costs, and biosolids treatment (every second year). Some of the operating costs are recovered from Maple Leaf and Pfizer revenues through individual Discharge License requirements.

## Outlook:

# Costing Center Summary

Costing Center: WATER RECLAMATION FACILITY

		2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget
<b>Revenues</b>					
User Fees and Sales of Goods					
47303	MAPLE LEAF	2,100,000	2,100,000	2,100,000	2,100,000
47304	PFIZER	145,000	145,000	145,000	145,000
User Fees and Sales of Goods Total		2,245,000	2,245,000	2,245,000	2,245,000
		<b>2,245,000</b>	<b>2,245,000</b>	<b>2,245,000</b>	<b>2,245,000</b>
<b>Expenditures</b>					
Benefits					
51122	BOOT ALLOWANCE	1,928	1,832	1,877	1,877
Benefits Total		1,928	1,832	1,877	1,877
Contract Services					
52015	CONTRACTS	147,450	220,000	242,450	137,450
52019	CONSULTING FEES	5,000	5,000	32,500	25,000
52028	GENERAL INSURANCE	19,682	19,682	25,792	26,565
52032	VEHICLE INSURANCE	490	434	511	511
52049	LABORATORY TESTING	250,000	252,000	260,000	260,000
52081	EXTERNAL EQUIPMENT RENTAL	9,600	8,600	9,600	9,600
52113	LABORATORY SUPPLIES	75,000	99,000	85,000	90,000
Contract Services Total		507,222	604,716	655,853	549,126
Equipment Purchases					
59036	SAFETY EQUIPMENT	12,000	6,000	12,000	12,000
Equipment Purchases Total		12,000	6,000	12,000	12,000
Materials and Supplies					
54099	PARTS AND MATERIALS	350,000	390,000	375,000	355,000
54103	GASOLINE (VEHICLE)	10,500	10,500	10,000	10,000
54104	DIESEL (VEHICLE)	2,000	2,000	2,000	2,000
54110	SODA ASH	40,000	39,500	40,000	40,000
54118	OFFICE SUPPLIES	9,000	9,000	9,000	9,000
54119	COAGULANT	650,000	430,000	550,000	550,000
54121	NITROGEN	12,000	10,000	12,000	12,200
54122	CITRIC ACID	23,000	13,000	23,000	23,500
54123	SODIUM HYPOCHLORITE	32,000	12,000	32,500	33,000
54129	DIESEL (OPERATING)	1,000	1,400	1,500	1,500
54323	INSURANCE DEDUCTIBLE	0	1,000	0	0
54463	METHANOL	780,000	680,000	750,000	750,000
Materials and Supplies Total		1,909,500	1,598,400	1,805,000	1,786,200

# Costing Center Summary

Costing Center: WATER RECLAMATION FACILITY

Other					
51141	PROFESSIONAL DEVELOPMENT	42,000	23,000	42,000	40,000
59003	ADVERTISING	400	268	400	400
59050	MAINTENANCE OF GROUNDS	15,000	10,000	10,000	10,000
59080	FLEET EQUIP MAINTENANCE	13,700	13,700	13,700	13,700
59139	CONFERENCE COSTS	0	0	0	0
59993	EQUIPMENT CAPITAL CONTRIBUTION	20,989	20,989	14,512	14,512
Other Total		92,089	67,957	80,612	78,612
Salaries and Wages					
51083	REGULAR SALARIES	1,311,496	1,308,988	1,383,067	1,384,112
51084	OVERTIME SALARIES	30,000	30,000	30,000	30,000
51090	SHIFT DIFFERENTIAL	5,100	5,500	5,200	5,200
Salaries and Wages Total		1,346,596	1,344,488	1,418,267	1,419,312
Utilities					
53025	HEAT	9,000	9,000	9,200	9,200
53046	POWER	575,000	575,000	580,000	580,000
53130	TELEPHONE	4,380	3,180	3,200	3,200
53150	WATER	36,000	36,000	38,000	38,000
Utilities Total		624,380	623,180	630,400	630,400
<b>Net Total</b>		<b>(2,248,715)</b>	<b>(2,001,573)</b>	<b>(2,359,009)</b>	<b>(2,232,527)</b>

# Costing Center Summary

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Costing Center: WATER TREATMENT FACILITY

**Previous Costing Center:** WATER TREATMENT FACILITY

**Budget Year:** 2020

**Division:** WATER AND WASTEWATER

**Accounting Reference:** 0815

**Department:** ENGINEERING UTILITIES

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Alexia Stangherlin

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## Description:

This cost center captures the operating costs for the City's Water Treatment Facility at 108 26th street as well as the Groundwater wells. These costs include operating staff, power, heat and maintenance costs.

## Comments:

Operating costs for the Water Treatment Facility tend to remain consistent from year to year. Any fluctuations are usually a result of changes in utility costs (gas & power) and the contract for the Residuals Management Program, which is the largest single expense in the account.

## Outlook:

The aging Water Treatment Facility will require additional maintenance in order to provide reliable operations in the short term. To address current and future water needs, partial funding has been acquired for a Water Treatment Facility Upgrade and Expansion. The first phase of the expansion includes Planning & Design consulting work and the construction of a new Chemical Building, which will be completed in 2021. Additional funding opportunities are being pursued for future phases.

# Costing Center Summary

Costing Center: WATER TREATMENT FACILITY

		2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget
<b>Expenditures</b>					
Benefits					
51122	BOOT ALLOWANCE	1,806	1,906	1,789	1,789
Benefits Total		1,806	1,906	1,789	1,789
Contract Services					
52015	CONTRACTS	807,980	967,980	830,080	846,800
52019	CONSULTING FEES	10,000	10,000	22,500	10,000
52028	GENERAL INSURANCE	18,579	18,579	24,348	25,078
52029	LIABILITY INSURANCE	25,257	25,257	31,814	32,769
52032	VEHICLE INSURANCE	100	131	131	131
52069	PRINTING COSTS	0	184	200	200
52081	EXTERNAL EQUIPMENT RENTAL	15,000	15,000	13,000	13,000
Contract Services Total		876,917	1,037,132	922,073	927,978
Equipment Purchases					
54410	EQUIPMENT PURCHASES	0	1,700	0	0
59036	SAFETY EQUIPMENT	10,000	10,000	10,000	12,000
Equipment Purchases Total		10,000	11,700	10,000	12,000
Materials and Supplies					
54099	PARTS AND MATERIALS	270,000	420,000	270,000	270,000
54103	GASOLINE (VEHICLE)	6,500	6,500	6,500	6,500
54118	OFFICE SUPPLIES	5,500	6,000	5,500	6,000
54129	DIESEL (OPERATING)	800	4,100	4,000	4,000
54323	INSURANCE DEDUCTIBLE	0	500	0	0
Materials and Supplies Total		282,800	437,100	286,000	286,500
Other					
51141	PROFESSIONAL DEVELOPMENT	32,500	26,416	22,000	22,000
59003	ADVERTISING	1,200	4,739	2,000	2,000
59048	LUNCHEONS	450	650	650	650
59059	MEMBERSHIP	4,231	1,831	1,640	1,640
59080	FLEET EQUIP MAINTENANCE	7,000	7,000	7,000	7,000
59138	BUSINESS TRAVEL	500	500	500	500
59139	CONFERENCE COSTS	0	0	0	0
59248	DISPOSAL SITE CHARGE	0	1,400	1,000	1,000
59993	EQUIPMENT CAPITAL CONTRIBUTION	11,700	11,700	8,107	8,107
Other Total		57,581	54,236	42,897	42,897
Salaries and Wages					
51083	REGULAR SALARIES	1,247,193	1,244,239	1,265,798	1,261,136
51084	OVERTIME SALARIES	40,000	45,000	40,000	40,000
51090	SHIFT DIFFERENTIAL	8,500	8,500	9,000	9,000
Salaries and Wages Total		1,295,693	1,297,739	1,314,798	1,310,136

# Costing Center Summary

Costing Center: WATER TREATMENT FACILITY

## Transfers to/from Internal Accounts

59001	SHOP RATE CHARGES	0	0	0	0
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Transfers to/from Internal Accounts Total		0	0	0	0
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## Utilities

53025	HEAT	125,000	125,000	130,000	150,000
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53046	POWER	291,000	301,000	313,000	365,000
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53130	TELEPHONE	4,129	4,379	3,883	3,883
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53295	RADIO COSTS	1,400	1,400	210	210
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Utilities Total		421,529	431,779	447,093	519,093
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		<b>2,946,326</b>	<b>3,271,592</b>	<b>3,024,650</b>	<b>3,100,393</b>
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<b>Net Total</b>		<b>(2,946,326)</b>	<b>(3,271,592)</b>	<b>(3,024,650)</b>	<b>(3,100,393)</b>
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# Costing Center Summary

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Costing Center: UTILITY STORAGE GARAGE

**Previous Costing Center:** UTILITY STORAGE  
GARAGE

**Budget Year:** 2020

**Division:** GENERAL GOVERNMENT  
SERVICES

**Accounting Reference:** 1786

**Department:** BUILDING MAINTENANCE

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Pam Richardson

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## Description:

This cost center is for the operation and maintenance of the utility storage garage located at 900 Richmond Avenue East. The building is used to house equipment for the Sewer and Water section of Public Works.

## Comments:

This building, built in 2019, is approximately 12,800 square feet (160 x 80).

## Outlook:

# Costing Center Summary

Costing Center: UTILITY STORAGE GARAGE

	2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget
<b>Expenditures</b>				
Contract Services				
52015    CONTRACTS	0	0	2,360	2,360
Contract Services Total	0	0	2,360	2,360
Materials and Supplies				
54099    PARTS AND MATERIALS	0	0	500	500
Materials and Supplies Total	0	0	500	500
Utilities				
53025    HEAT	0	0	8,500	8,500
53150    WATER	0	0	1,000	1,000
Utilities Total	0	0	9,500	9,500
	<b>0</b>	<b>0</b>	<b>12,360</b>	<b>12,360</b>
<b>Net Total</b>	<b>0</b>	<b>0</b>	<b>(12,360)</b>	<b>(12,360)</b>

# Costing Center Summary

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Costing Center: OPERATIONS BY-LAW UT

**Previous Costing Center:** OPERATIONS BY-LAW UT

**Budget Year:** 2020

**Division:** WATER AND  
WASTEWATER

**Accounting Reference:** 1798

**Department:** OPERATIONS UTILITIES

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Pam Richardson

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## Description:

This cost center covers the costs related to the Public Works Educator position. The costs are shared on a 50/50 basis between General Fund and Utility Fund.

## Comments:

The role of the Public Works Educator is to assist the various departments with public education and compliance of the By-laws relating to various operations. This position is currently focusing on Sanitation in an effort to reduce contamination, and for compliance of retrieval of bins. The Sewer and Water section will benefit from the inspection of grease traps in commercial establishments in order to reduce the number of backups that occur in the sewer systems and in residential properties.

## Outlook:

# Costing Center Summary

Costing Center: OPERATIONS BY-LAW UT

	2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget
<b>Expenditures</b>				
Benefits				
51122 BOOT ALLOWANCE	61	61	61	61
Benefits Total	61	61	61	61
Equipment Purchases				
54410 EQUIPMENT PURCHASES	0	1,500	0	0
Equipment Purchases Total	0	1,500	0	0
Materials and Supplies				
54099 PARTS AND MATERIALS	100	56	100	100
54103 GASOLINE (VEHICLE)	2,000	1,800	2,500	2,500
54323 INSURANCE DEDUCTIBLE	0	750	0	0
Materials and Supplies Total	2,100	2,606	2,600	2,600
Other				
59080 FLEET EQUIP MAINTENANCE	1,500	1,500	1,500	1,500
59993 EQUIPMENT CAPITAL CONTRIBUTION	2,687	2,687	1,858	1,858
Other Total	4,187	4,187	3,358	3,358
Salaries and Wages				
51083 REGULAR SALARIES	28,474	28,474	28,430	28,430
51084 OVERTIME SALARIES	0	0	0	0
51090 SHIFT DIFFERENTIAL	0	0	0	0
Salaries and Wages Total	28,474	28,474	28,430	28,430
Utilities				
53130 TELEPHONE	280	143	338	338
53295 RADIO COSTS	160	160	35	35
Utilities Total	440	303	373	373
	<b>35,262</b>	<b>37,131</b>	<b>34,822</b>	<b>34,822</b>
<b>Net Total</b>	<b>(35,262)</b>	<b>(37,131)</b>	<b>(34,822)</b>	<b>(34,822)</b>

# Costing Center Summary

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Costing Center: DOMESTIC SEWER MAINS

**Previous Costing Center:** DOMESTIC SEWER  
MAINS

**Budget Year:** 2020

**Division:** WATER AND  
WASTEWATER

**Accounting Reference:** 1788

**Department:** OPERATIONS UTILITIES

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Pam Richardson

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## Description:

This cost center covers costs for maintenance and repair of the sewer main system.

## Comments:

A budget for contracted manhole maintenance is budgeted for every year.

## Outlook:

# Costing Center Summary

Costing Center: DOMESTIC SEWER MAINS

	2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget
<b>Expenditures</b>				
Contract Services				
52015 CONTRACTS	60,000	110,944	100,000	40,000
Contract Services Total	60,000	110,944	100,000	40,000
Equipment Purchases				
54410 EQUIPMENT PURCHASES	0	1,715	0	0
Equipment Purchases Total	0	1,715	0	0
Materials and Supplies				
54099 PARTS AND MATERIALS	5,000	10,000	10,000	10,000
54104 DIESEL (VEHICLE)	12,000	6,000	10,000	10,000
54125 DIESEL EXHAUST FLUID	300	100	100	100
Materials and Supplies Total	17,300	16,100	20,100	20,100
Other				
59003 ADVERTISING	2,000	1,000	500	500
59080 FLEET EQUIP MAINTENANCE	21,000	21,000	21,000	21,000
59967 RESTORATION	5,850	198	5,000	5,000
59993 EQUIPMENT CAPITAL CONTRIBUTION	102,063	102,063	87,912	87,912
Other Total	130,913	124,261	114,412	114,412
Utilities				
53150 WATER	4,000	3,000	3,000	3,000
Utilities Total	4,000	3,000	3,000	3,000
	<b>212,213</b>	<b>256,020</b>	<b>237,512</b>	<b>177,512</b>
<b>Net Total</b>	<b>(212,213)</b>	<b>(256,020)</b>	<b>(237,512)</b>	<b>(177,512)</b>

# Costing Center Summary

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Costing Center: DOMESTIC SEWER SERVICES

**Previous Costing Center:** DOMESTIC SEWER SERVICES

**Budget Year:** 2020

**Division:** WATER AND WASTEWATER

**Accounting Reference:** 1783

**Department:** OPERATIONS UTILITIES

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Pam Richardson

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## Description:

This cost center covers costs associated with the maintenance of sewer service lines from the sewer main to the homeowner's property line. This account also provides funds for homeowner's sewer line maintenance program due to tree roots.

## Comments:

Currently the City allows two roto rooting claims per calender year.

## Outlook:

# Costing Center Summary

Costing Center: DOMESTIC SEWER SERVICES

	2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget
<b>Expenditures</b>				
Materials and Supplies				
54062	LIABILITY CLAIMS	100,000	100,000	100,000
54099	PARTS AND MATERIALS	12,000	8,000	10,000
54104	DIESEL (VEHICLE)	15,000	15,000	15,000
54125	DIESEL EXHAUST FLUID	175	175	175
Materials and Supplies Total		127,175	123,175	125,175
Other				
59080	FLEET EQUIP MAINTENANCE	36,000	36,000	41,000
59967	RESTORATION	8,000	10,994	8,000
59993	EQUIPMENT CAPITAL CONTRIBUTION	87,474	87,474	75,403
Other Total		131,474	134,468	124,403
		<b>258,649</b>	<b>257,643</b>	<b>249,578</b>
<b>Net Total</b>		<b>(258,649)</b>	<b>(257,643)</b>	<b>(249,578)</b>

# Costing Center Summary

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Costing Center: HYDRANTS

**Previous Costing Center:** HYDRANTS

**Budget Year:** 2020

**Division:** WATER AND  
WASTEWATER

**Accounting Reference:** 1782

**Department:** OPERATIONS UTILITIES

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Pam Richardson

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## Description:

This cost center captures the costs of maintenance to fire hydrants, as well as the costs of the leak audits on the City's Water Distribution system. The revenue recorded in this cost center is an annual fee per hydrant for all public and private fire hydrants, as per the Water & Wastewater Rates By-law.

## Comments:

An aging infrastructure is leading to increased maintenance and hydrant replacements. Hydrants are inspected and flushed on an annual basis.

There are approximately 1500 hydrants that the department maintains in the City.

## Outlook:

# Costing Center Summary

Costing Center: HYDRANTS

	2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget
<b>Revenues</b>				
Other Income				
47990    RECEIPTS - UTILITY	292,200	256,600	296,200	296,200
Other Income Total	292,200	256,600	296,200	296,200
	<b>292,200</b>	<b>256,600</b>	<b>296,200</b>	<b>296,200</b>
<b>Expenditures</b>				
Contract Services				
52015    CONTRACTS	0	2,113	0	0
Contract Services Total	0	2,113	0	0
Equipment Purchases				
54410    EQUIPMENT PURCHASES	0	5,839	0	0
Equipment Purchases Total	0	5,839	0	0
Materials and Supplies				
54099    PARTS AND MATERIALS	70,000	74,596	70,000	70,000
54104    DIESEL (VEHICLE)	2,500	2,500	2,500	2,500
Materials and Supplies Total	72,500	77,096	72,500	72,500
Other				
59080    FLEET EQUIP MAINTENANCE	4,000	4,000	4,000	4,000
59967    RESTORATION	5,000	1,000	3,000	3,000
59993    EQUIPMENT CAPITAL CONTRIBUTION	9,327	9,327	8,034	8,034
Other Total	18,327	14,327	15,034	15,034
	<b>90,827</b>	<b>99,375</b>	<b>87,534</b>	<b>87,534</b>
<b>Net Total</b>	<b>201,373</b>	<b>157,225</b>	<b>208,666</b>	<b>208,666</b>

# Costing Center Summary

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Costing Center: UTILITY SUPERVISION

**Previous Costing Center:** UTILITY SUPERVISION

**Budget Year:** 2020

**Division:** WATER AND  
WASTEWATER

**Accounting Reference:** 1785

**Department:** OPERATIONS UTILITIES

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Pam Richardson

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## Description:

This account covers the administrative costs for the utility section of Public Works.

## Comments:

Utility employees are required to obtain mandatory Provincial Certification in Water Distribution and Wastewater Collection. Staff are required to obtain educational CEU's (Continuing Education Units) through training courses and conferences to maintain their certification.

## Outlook:

In preparation of the 2020 census, when it's anticipated that Brandon's population will be greater than 50,000, equipment operators will be required to be certified level 3 operators as per Manitoba Sustainable Development.

# Costing Center Summary

Costing Center: UTILITY SUPERVISION

	2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget
<b>Expenditures</b>				
Benefits				
51100 UNIFORMS	1,500	500	1,500	1,500
51122 BOOT ALLOWANCE	2,923	2,290	2,778	2,778
51123 PROTECTIVE CLOTHING	5,000	5,000	5,000	5,000
51285 MEDICALS	350	350	350	350
Benefits Total	9,773	8,140	9,628	9,628
Contract Services				
52015 CONTRACTS	8,395	18,395	11,047	11,047
52028 GENERAL INSURANCE	1,072	1,072	1,389	1,430
52032 VEHICLE INSURANCE	710	655	731	731
Contract Services Total	10,177	20,122	13,167	13,208
Equipment Purchases				
54410 EQUIPMENT PURCHASES	5,000	18,000	0	0
Equipment Purchases Total	5,000	18,000	0	0
Materials and Supplies				
54099 PARTS AND MATERIALS	2,500	2,500	3,000	3,000
54103 GASOLINE (VEHICLE)	2,000	2,900	2,500	2,500
54324 INVENTORY VARIANCE	0	0	0	0
Materials and Supplies Total	4,500	5,400	5,500	5,500
Other				
51141 PROFESSIONAL DEVELOPMENT	33,000	27,500	49,875	43,775
59059 MEMBERSHIP	1,919	1,915	1,919	1,919
59080 FLEET EQUIP MAINTENANCE	3,000	3,000	3,000	3,000
59139 CONFERENCE COSTS	0	0	0	0
59248 DISPOSAL SITE CHARGE	0	300	500	500
59993 EQUIPMENT CAPITAL CONTRIBUTION	4,826	4,826	3,338	3,338
Other Total	42,745	37,541	58,632	52,532
Salaries and Wages				
51083 REGULAR SALARIES	1,849,616	1,532,463	1,871,063	1,872,553
51084 OVERTIME SALARIES	100,000	160,000	120,000	120,000
51090 SHIFT DIFFERENTIAL	200	200	100	100
Salaries and Wages Total	1,949,816	1,692,663	1,991,163	1,992,653
Utilities				
53130 TELEPHONE	12,076	6,320	6,787	6,787
53295 RADIO COSTS	8,058	8,058	1,750	1,750
Utilities Total	20,134	14,378	8,537	8,537
	<b>2,042,144</b>	<b>1,796,243</b>	<b>2,086,627</b>	<b>2,082,058</b>
<b>Net Total</b>	<b>(2,042,144)</b>	<b>(1,796,243)</b>	<b>(2,086,627)</b>	<b>(2,082,058)</b>

# Costing Center Summary

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Costing Center: WATER MAINS

**Previous Costing Center:** WATER MAINS

**Budget Year:** 2020

**Division:** WATER AND  
WASTEWATER

**Accounting Reference:** 1777

**Department:** OPERATIONS UTILITIES

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Pam Richardson

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## Description:

This account covers maintenance of watermains within the water distribution system. Equipment and parts for repairs to watermain breaks and the annual flushing of the watermains are captured in this account.

## Comments:

Actual costs can vary based on the number of watermain breaks within the City of Brandon's aging infrastructure.

## Outlook:

# Costing Center Summary

Costing Center: WATER MAINS

	2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget
<b>Revenues</b>				
Other Income				
47999    REVENUE	0	930	0	0
Other Income Total	0	930	0	0
	<b>0</b>	<b>930</b>	<b>0</b>	<b>0</b>
<b>Expenditures</b>				
Contract Services				
52015    CONTRACTS	2,500	169,159	20,000	20,000
52081    EXTERNAL EQUIPMENT RENTAL	2,000	7,002	4,000	4,000
Contract Services Total	4,500	176,161	24,000	24,000
Equipment Purchases				
54410    EQUIPMENT PURCHASES	12,000	8,129	22,700	10,000
Equipment Purchases Total	12,000	8,129	22,700	10,000
Materials and Supplies				
54062    LIABILITY CLAIMS	0	0	0	0
54099    PARTS AND MATERIALS	50,000	75,000	55,000	60,000
54103    GASOLINE (VEHICLE)	9,000	7,000	8,000	8,000
54104    DIESEL (VEHICLE)	25,000	23,000	25,000	25,000
54125    DIESEL EXHAUST FLUID	250	150	150	150
54880    GRAVEL	12,000	34,460	22,000	22,000
Materials and Supplies Total	96,250	139,610	110,150	115,150
Other				
52231    INSURANCE RECOVERIES	0	(1,575)	0	0
59003    ADVERTISING	1,500	1,500	750	750
59080    FLEET EQUIP MAINTENANCE	69,300	71,100	77,300	77,300
59967    RESTORATION	40,000	45,000	45,000	45,000
59993    EQUIPMENT CAPITAL CONTRIBUTION	141,936	146,936	126,430	126,430
Other Total	252,736	262,961	249,480	249,480
Transfers to/from Internal Accounts				
59001    SHOP RATE CHARGES	0	2,440	3,000	3,000
Transfers to/from Internal Accounts Total	0	2,440	3,000	3,000
	<b>365,486</b>	<b>589,301</b>	<b>409,330</b>	<b>401,630</b>
<b>Net Total</b>	<b>(365,486)</b>	<b>(588,371)</b>	<b>(409,330)</b>	<b>(401,630)</b>

# Costing Center Summary

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Costing Center: WATER METERS

**Previous Costing Center:** WATER METERS

**Budget Year:** 2020

**Division:** WATER AND  
WASTEWATER

**Accounting Reference:** 1779

**Department:** OPERATIONS UTILITIES

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Pam Richardson

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## Description:

This cost center captures the administrative costs, as well as the repair and servicing costs for Water Meters.

## Comments:

As the City expands there will be increased maintenance with new installations, shut offs and readings.

## Outlook:

Continued maintenance ensures that the City will have accurate water meter readings, and therefore supports the integrity and accountability of the water supply.

# Costing Center Summary

Costing Center: WATER METERS

	2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget
<b>Expenditures</b>				
Benefits				
51100 UNIFORMS	800	800	800	800
51122 BOOT ALLOWANCE	61	61	50	50
Benefits Total	861	861	850	850
Contract Services				
52015 CONTRACTS	4,367	4,367	4,500	4,500
52028 GENERAL INSURANCE	705	705	895	922
Contract Services Total	5,072	5,072	5,395	5,422
Debenture Debt Servicing Costs				
57438 DEBENTURE PRINCIPAL	0	0	0	0
Debenture Debt Servicing Costs Total	0	0	0	0
Equipment Purchases				
54410 EQUIPMENT PURCHASES	0	0	30,000	0
Equipment Purchases Total	0	0	30,000	0
Materials and Supplies				
54099 PARTS AND MATERIALS	98,000	86,000	90,000	90,000
54103 GASOLINE (VEHICLE)	3,500	8,914	9,000	9,000
54104 DIESEL (VEHICLE)	5,000	2,227	2,000	2,000
54125 DIESEL EXHAUST FLUID	50	0	0	0
Materials and Supplies Total	106,550	97,141	101,000	101,000
Other				
59080 FLEET EQUIP MAINTENANCE	21,200	21,200	12,200	12,200
59993 EQUIPMENT CAPITAL CONTRIBUTION	18,235	18,235	12,102	12,102
Other Total	39,435	39,435	24,302	24,302
Salaries and Wages				
51083 REGULAR SALARIES	32,732	32,732	26,776	26,776
51084 OVERTIME SALARIES	4,000	11,000	4,000	4,000
Salaries and Wages Total	36,732	43,732	30,776	30,776
Transfers to/from Internal Accounts				
59001 SHOP RATE CHARGES	0	0	0	0
59334 INTERNAL CHARGES	0	0	1,902	1,902
Transfers to/from Internal Accounts Total	0	0	1,902	1,902
	<b>188,650</b>	<b>186,241</b>	<b>194,225</b>	<b>164,252</b>
<b>Net Total</b>	<b>(188,650)</b>	<b>(186,241)</b>	<b>(194,225)</b>	<b>(164,252)</b>

# Costing Center Summary

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Costing Center: WATER SERVICES

**Previous Costing Center:** WATER SERVICES

**Budget Year:** 2020

**Division:** WATER AND  
WASTEWATER

**Accounting Reference:** 1787

**Department:** OPERATIONS UTILITIES

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Pam Richardson

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## Description:

This cost center captures costs for maintenance and/or replacement of water service lines between the watermain and the homeowner's property line. Revenues are generated from activities such as replacing water meters, thawing frozen water lines and providing services to contractors such as tapping of large valves and hook ups for hydrant boxes.

## Comments:

This account includes funds for the replacement and insulating of water services to prevent freezing which will eliminate the need for homeowners to keep a tap running. There are currently 275 identified locations that need this service. The goal is to do 35 - 40 properties per year, however there are fewer locations that can be done in-house and will need to be contracted out, as safety watches will be required.

## Outlook:

# Costing Center Summary

Costing Center: WATER SERVICES

	2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget
<b>Revenues</b>				
Other Income				
47999 REVENUE	55,000	45,000	55,000	55,000
Other Income Total	55,000	45,000	55,000	55,000
	<b>55,000</b>	<b>45,000</b>	<b>55,000</b>	<b>55,000</b>
<b>Expenditures</b>				
Contract Services				
52032 CONTRACTS	0	0	50,000	0
52032 VEHICLE INSURANCE	400	179	200	200
52050 LEAD TESTING	1,000	1,000	1,000	1,000
52081 EXTERNAL EQUIPMENT RENTAL	0	2,087	2,500	2,500
Contract Services Total	1,400	3,266	53,700	3,700
Materials and Supplies				
54099 PARTS AND MATERIALS	35,000	31,500	35,000	35,000
54103 GASOLINE (VEHICLE)	4,500	3,500	3,300	3,300
54104 DIESEL (VEHICLE)	10,000	8,500	9,000	9,000
54125 DIESEL EXHAUST FLUID	325	175	200	200
Materials and Supplies Total	49,825	43,675	47,500	47,500
Other				
59080 FLEET EQUIP MAINTENANCE	33,800	33,800	25,800	25,800
59855 FROZEN WATER SERVICES	50,000	10,000	90,000	40,000
59967 RESTORATION	45,000	20,050	35,000	35,000
59993 EQUIPMENT CAPITAL CONTRIBUTION	56,884	56,884	48,792	48,792
Other Total	185,684	120,734	199,592	149,592
Transfers to/from Internal Accounts				
59001 SHOP RATE CHARGES	0	50	0	0
Transfers to/from Internal Accounts Total	0	50	0	0
	<b>236,909</b>	<b>167,725</b>	<b>300,792</b>	<b>200,792</b>
<b>Net Total</b>	<b>(181,909)</b>	<b>(122,725)</b>	<b>(245,792)</b>	<b>(145,792)</b>

# Costing Center Summary

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Costing Center: WATER VALVES

**Previous Costing Center:** WATER VALVES

**Budget Year:** 2020

**Division:** WATER AND  
WASTEWATER

**Accounting Reference:** 1781

**Department:** OPERATIONS UTILITIES

**Approved:** Yes

**Stage:** Council Approved

**Manager:** Pam Richardson

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## Description:

This cost center captures maintenance and replacement of water valves within the water distribution system.

## Comments:

On average 10 valves are scheduled to be replaced each year plus general maintenance. These valves are used to isolate sections of water main in maintenance and emergency situations.

## Outlook:

Continued maintenance and/or replacement of water valves will result in fewer residences and businesses being inconvenienced during unexpected watermain shut offs.

# Costing Center Summary

Costing Center: WATER VALVES

	2019 Approved Budget	2019 Budget Review	2020 Approved Budget	2021 Proposed Budget
<b>Expenditures</b>				
Equipment Purchases				
54410 EQUIPMENT PURCHASES	0	1,688	0	0
Equipment Purchases Total	0	1,688	0	0
Materials and Supplies				
54099 PARTS AND MATERIALS	13,500	28,500	13,500	13,500
54104 DIESEL (VEHICLE)	12,000	10,000	12,000	12,000
54125 DIESEL EXHAUST FLUID	100	200	100	100
Materials and Supplies Total	25,600	38,700	25,600	25,600
Other				
59080 FLEET EQUIP MAINTENANCE	14,000	14,000	14,000	14,000
59967 RESTORATION	5,000	1,500	2,500	2,500
59993 EQUIPMENT CAPITAL CONTRIBUTION	29,054	29,054	25,024	25,024
Other Total	48,054	44,554	41,524	41,524
Transfers to/from Internal Accounts				
59001 SHOP RATE CHARGES	0	0	0	0
Transfers to/from Internal Accounts Total	0	0	0	0
	<b>73,654</b>	<b>84,942</b>	<b>67,124</b>	<b>67,124</b>
<b>Net Total</b>	<b>(73,654)</b>	<b>(84,942)</b>	<b>(67,124)</b>	<b>(67,124)</b>