

<b>Town of Berwick</b>			
<b>2019/20 MASTER BUDGET</b>			
<b>GENERAL OPERATING</b>	<b>MARCH 2019</b>		
	<b>Unaudited YTD Actual</b>	<b>Annual Budget 2018-2019</b>	<b>Approved Annual Budget 2019-2020</b>
<b>REVENUE</b>			
<b>TAXATION</b>			
Residential	1,526,810	1,528,341	1,588,400
Commercial	924,620	913,062	894,400
Resource Property	12,048	11,801	12,000
Deed Transfer Tax	110,127	65,000	90,000
Education Contribution	524,234	523,976	524,517
Fire Protection Rate	172,060	172,044	178,535
Farm Acreage Property	1,376	1,376	1,357
Interim Taxes			
<b>TOTAL TAXATION</b>	<b>3,271,275</b>	<b>3,215,600</b>	<b>\$ 3,289,209</b>
<b>GRANTS IN LIEU</b>			
Aliant	13,368	13,368	13,368
Canada Post	6,558	6,835	6,231
<b>TOTAL GRANTS IN LIEU</b>	<b>19,926</b>	<b>20,203</b>	<b>\$ 19,599</b>
<b>REVENUE FROM OWN SOURCES</b>			
Recreation Program Revenue	43,620	47,757	57,112
Recreation Delivery	848	3,800	880
Economic Development	3,580	20,146	4,000
Administration Utility Fees	140,000	158,269	66,800
Administration Sewer Fees	26,000	26,000	26,000
Facility Rentals	1,970	5,147	3,290
Culvert		500	500
Planning	7,200	2,500	7,500
Tax Certificates	2,403	1,500	2,500
Fines - Policing	2,183	6,000	2,500
Animal Licenses	815	700	800
Return on Investments	5,205	7,000	5,000
Interest on Taxes	39,380	40,000	40,000
Interest on PACE Program	3,063	3,600	3,000
Clothing		0	-
Misc Revenue - Finance	40,381	16,576	30,000
Recreation Fitness Center	71,926	35,697	117,516
Miscellaneous Revenue	12,455	10,697	64,710
AREA Dividend	537,579	494,399	500,000
Gain on Sale of Property and Equip		0	-
AVRL Headquarters Rent	51,432	51,998	52,100
<b>TOTAL REVENUE FROM OWN SOURCES</b>	<b>990,040</b>	<b>932,286</b>	<b>984,208</b>
<b>UNCONDITIONAL TRANSFERS</b>			
Government of Canada	5,390	0	4,185
Province of NS - Equalization	221,479	221,479	221,479
HST Offset (NSPI)	42,765	20,000	20,000
Province of NS - Other	31,186	26,000	25,000
<b>TOTAL UNCONDITIONAL TRANSFERS</b>	<b>300,820</b>	<b>267,479</b>	<b>270,664</b>
<b>CONDITIONAL TRANSFERS</b>			
EMO- Civic Addressing Grant	1,000	1,000	1,000
CSJ - Grants	1,341	5,400	1,500
Recreation Operating Grant(Kings County Operating)	16,473	25,000	17,000
Kings County Grant		0	
Kings County Library Contribution	31,240	15,000	15,000
<b>TOTAL CONDITIONAL TRANSFERS</b>	<b>50,054</b>	<b>46,400</b>	<b>34,500</b>

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<b>OTHER TRANSFERS</b>			
VWRM - Prior Year Surplus		7,000	
Transfers from Reserves		43,046	<b>327,147</b>
Transfer from Dividend BEC	125,000	125,000	125,000
<b>TOTAL OTHER TRANSFERS</b>	<b>125,000</b>	<b>175,046</b>	<b>452,147</b>
<b>TOTAL REVENUE</b>	<b>4,757,115</b>	<b>4,657,014</b>	<b>5,050,327</b>
<b>OPERATING EXPENDITURES</b>			
<b>GENERAL GOVERNMENT SERVICES</b>			
<b>LEGISLATIVE</b>			
Employee Benefits	993	779	1,622
Honorarium	79,199	75,077	79,731
Travel	961	3,500	1,000
Training & Conferences	11,102	8,500	9,700
Membership Dues & Fees	477	3,500	3,750
Advertising	871	3,500	1,000
Operational Materials/Supplies	3,348	6,500	4,000
Meeting Expenses	1,237	900	1,500
Contracts	14,784		6,300
<b>Special Events</b>	<b>10,335</b>	<b>5,500</b>	<b>5,000</b>
<b>Sponsorships</b>			<b>20,000</b>
<b>Art Initiatives</b>			<b>10,000</b>
Election	0	0	-
<b>TOTAL LEGISLATIVE</b>	<b>123,307</b>	<b>107,756</b>	<b>143,603</b>
<b>ADMINISTRATION</b>			
Administration Wages & Salaries	126,706	74,683	\$ 148,753
Benefits	33,056	12,010	23,817
Travel	4,425	1,500	5,000
Training & Conferences	10,913	1,000	5,000
Membership Dues & Fees	2,897	1,000	1,000
Office Supplies	12,258	5,000	8,500
Communications	18,771	16,155	20,000
Advertising	1,921	2,000	2,000
Postage And Courier	17,485	15,000	18,000
Operational Materials/Supplies	8,818	4,000	6,500
Contracted Services	62,573	30,000	<b>40,000</b>
Other Professional Fees	11,399	16,000	12,000
Pace Program Expenses	1,484	500	1,500
Subscriptions/Donationa	1,436	1,000	1,500
Utility Costs	28,805	30,000	30,000
Repairs & Maintenance	13,285	20,000	15,000
Rent	0	0	
Area Expenses (AREA)	1,519	4,000	2,000
Finance Wages & Salaries	174,749	191,722	215,110
Benefits	21,117	33,073	44,257
Severance pay	19,024		-
Travel	137	1,000	500
Training & Conferences	1,501	1,000	2,000
Membership Dues & Fees	372	500	500
Office Equipment Rental	1,162	3,700	1,500
Tax Billing Costs		1,000	500

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Tax Exemptions	135,767	120,000	112,000
Bank Charges	11,648	12,000	12,000
Audit Fees	9,686	8,500	9,500
Legal Fees	2,301	12,000	<b>1,984</b>
General Liability Insurance	17,997	15,700	18,500
<b>Total Administrative Services</b>	<b>753,212</b>	<b>634,043</b>	<b>758,921</b>
<b>TOTAL GENERAL GOVERNMENT SERVICES</b>	<b>876,519</b>	<b>741,799</b>	<b>902,524</b>
<b>PROTECTIVE SERVICES</b>			
<b>POLICE PROTECTION</b>			
Contracted Services	632,170	629,504	<b>635,578</b>
Traffic monitoring devices	4,192	0	1,000
<b>TOTAL POLICE PROTECTION</b>	<b>636,362</b>	<b>629,504</b>	<b>636,578</b>
<b>FIRE PROTECTION</b>			
Benefits	1,561	2,800	2,800
Honorarium	7,880	8,800	8,800
Travel	607	1,300	
Training & Conferences	12,505	10,000	11,500
Membership Dues & Fees	1,399	1,400	
Purchased Services			23,140
Office Supplies	1,145	11,000	5,000
Communications	22,966	27,800	26,500
Operational Materials/Supplies	1,814	9,500	6,500
Power	29,779	29,600	29,900
Repairs & Maintenance	56,323	35,000	44,560
Equipment Maintenance	6,653	10,500	8,250
Clothing / Safety Equipment	18,505	22,500	23,000
Vehicle Costs	29,966	35,000	31,200
Vehicle Insurance			8,800
Facility Insurance	6,271	4,200	4,300
Personal Injury Insurance	2,854	3,000	3,100
Generator Fuel		900	900
Fire Fighter Operatuonal Supplies	2,050	7,500	16,800
<b>TOTAL FIRE PROTECTION</b>	<b>202,278</b>	<b>220,800</b>	<b>255,050</b>
<b>OTHER PROTECTIVE SERVICES</b>			
Emergency Measures	4,023	8,046	5,000
By-Law Officer/Services		35,000	35,000
Animal Control	404	500	500
Building Inspection Services (Contracted Services)	25,047	18,640	20,000
<b>TOTAL OTHER PROTECTIVE SERVICES</b>	<b>29,474</b>	<b>62,186</b>	<b>60,500</b>
<b>TOTAL PROTECTIVE SERVICES</b>	<b>868,114</b>	<b>912,490</b>	<b>952,128</b>

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<b>TRANSPORTATION SERVICES</b>			
<b>PW- ADMINISTRATION</b>			
Wages & Salaries	52,637	52,293	52,496
Employee Benefits	7,321	7,179	7,709
Travel	1,366	100	1,100
Training & Conferences	2,670	500	3,000
Office Supplies	1,779	700	1,600
Communications	3,103	5,000	3,000
Advertising	1,225	800	1,200
Postage And Courier	219	250	250
Contracted Services/ Purchased Services	7,107	4,000	5,000
Licenses/Permits	474	150	150
PW Building - Materials & Supplies	797	4,000	4,000
Facility Insurance	5,093	5,100	5,200
Power Utility Cost	19,550	10,000	12,000
Fuel account 53350 Heat		0	
Building Repairs & Maintenance	1,659	2,000	2,000
PW Building - Property Taxes	495	600	600
<b>TOTAL PW- ADMINISTRATION</b>	<b>105,495</b>	<b>92,672</b>	<b>99,305</b>
<b>PW -GENERAL OPERATIONS</b>			
Wages & Salaries	233,974	210,520	<b>232,423</b>
Employee Benefits	47,130	39,615	<b>45,477</b>
Travel	4,010	4,000	4,000
Training & Development	2,478	3,000	3,000
Crossing Guard Salaries	15,972	15,552	<b>15,032</b>
Employee Benefits	932	866	<b>968</b>
Communications	2,130	2,500	2,500
Operational Materials/Supplies	45,667	65,000	40,000
Operational Materials/Supplies - winter	36,824		40,000
Clothing / Safety Equipment	3,321	3,000	3,500
Contracted Services/ Purchased Services - paving	128,848	78,352	120,000
Contracted Services/ Purchased Services- general	13,190	0	7,000
Vehicle Costs	76,353	90,000	<b>75,000</b>
Meals	3,372	1,000	3,000
Tools and Equipment	5,868	2,000	6,000
Street Lights	46,451	49,000	45,000
Equipment Rentals	595	500	500
Miscellaneous		500	500
<b>TOTAL PW-GENERAL OPERATIONS</b>	<b>667,115</b>	<b>565,405</b>	<b>643,900</b>
<b>TOTAL TRANSPORTATION SERVICES</b>	<b>772,610</b>	<b>658,077</b>	<b>743,205</b>

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<b>RECREATIONAL &amp; CULTURE SERVICES</b>			
<b>PLANNING &amp; DEVELOPMENT</b>			
Office Supplies	174	200	200
Advertising	878	2,500	1,000
Contracted Services	22,281	30,000	25,000
Other Professional Fees	0	500	500
<b>TOTAL PLANNING &amp; DEVELOPMENT</b>	<b>23,333</b>	<b>33,200</b>	<b>26,700</b>
<b>ECONOMIC DEVELOPMENT</b>			
Wages & Salaries	46,410	46,410	50,000
Employee Benefits	7,670	8,568	10,000
Travel	490	1,000	600
Training & Conferences	385	1,000	500
Membership Dues & Fees		500	500
Office Supplies	2,751	1,000	1,000
Communications	207	5,000	5,000
Advertising	3,862	3,500	3,500
Operational Materials/Supplies	5,213	1,000	5,000
<b>Marketing Promotion and Community Development</b>			<b>30,000</b>
Program Expenditures	26,726	52,584	40,000
Contracted Services	3,924	19,000	10,000
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>97,638</b>	<b>139,562</b>	<b>156,100</b>
<b>TOURIST BUREAU</b>			
Wages & Salaries	10,532	10,253	10,500
Employee Benefits	861	900	900
Travel		0	
Training & Conferences		500	
Office Supplies		0	
Communications	1,256	1,300	1,300
Advertising		1,000	200
Operational Materials/Supplies	8	500	500
Power	519	1,000	600
<b>TOTAL TOURIST BUREAU</b>	<b>13,176</b>	<b>15,453</b>	<b>14,000</b>
<b>RECREATION ADMINISTRATION</b>			
Wages & Salaries	90,367	103,971	105,000
Employee Benefits	12,074	17,003	19,000
Travel	426	1,500	1,500
Training & Conferences	724	1,600	1,600
Membership Dues & Fees	1,238	1,600	1,600
Office Supplies	576	2,000	1,000
Communications	274	1,500	500
Advertising	5,323	3,000	5,000
Postage And Courier		500	-
Operational Materials/Supplies	1,910	7,000	2,500
Meeting Expenses	111	200	200
Community Events And Festivals	32,791	15,000	32,000
<b>TOTAL RECREATION ADMINISTRATION</b>	<b>145,814</b>	<b>154,874</b>	<b>169,900</b>
<b>RECREATION FACILITIES</b>			
Wages & Salaries	43,979	34,578	40,000
Employee Benefits	3,978	2,346	4,000

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	<b>Unaudited YTD Actual</b>	<b>Annual Budget 2018-2019</b>	<b>Approved Annual Budget 2019-2020</b>
Fitness Center Staffing			
Travel	56	100	500
Communications		500	1,500
Operational Materials/Supplies	20,250	20,000	20,000
Facility Insurance	1,383	1,800	1,500
Contracted Services	20,465	4,000	15,000
Vehicle Costs	8,499	10,000	10,000
Power	2,533	3,500	3,000
Repairs & Maintenance	12,026	10,000	15,000
<b>TOTAL RECREATION FACILITIES</b>	<b>113,169</b>	<b>86,824</b>	<b>110,500</b>
<b>RECREATION PROGRAMMING</b>			
Wages & Salaries	45,232	50,355	50,000
Hourly Wages - Fitness Centre	50,616	23,797	50,616
Fitness Center Non Payroll Expenses	32,086	11,900	55,000
Employee Benefits	6,770	3,709	16,900
Travel	231	1,000	500
Courses and Conferences	904	2,000	1,000
Communications	9	500	200
Advertising	265	1,500	1,000
Operational Materials/Supplies	1,560	5,000	2,000
Program Expenditures	14,600	25,000	15,000
ATB Recreation Program	500	3,200	
Contracted Services	7,163	10,000	10,000
<b>TOTAL RECREATION PROGRAMS</b>	<b>159,936</b>	<b>137,961</b>	<b>202,216</b>
<b>LIBRARY</b>			
Office Supplies		0	
Communications		0	
Repairs & Maintenance		0	
Rent		0	
<b>TOTAL LIBRARY</b>	<b>0</b>	<b>0</b>	
<b>TOTAL RECREATION &amp; CULTURAL SERVICES</b>	<b>553,066</b>	<b>567,874</b>	<b>679,416</b>
<b>FISCAL EXPENSES</b>			
<b>DEBT SERVICES</b>			
Debt Issuance Costs			\$ 2,725
Bad Debt Expense		20,000	23,000
Interest on Short Term Borrowings	9,743	15,000	15,000
Fire Department Debenture Principal Payments	68,084	68,084	58,250
Fire Department Debenture Interest Payments	35,418	36,500	33,476
General Administration Debenture Principal Payments	9,033	9,033	9,033
General Administration Debenture Interest Payments	2,851	2,968	6,437
PW- Debenture Principal Payments	39,083	39,083	24,705
PW- Debenture Interest Payments	5,542	7,219	6,121
Town Hall Building	120,000	120,000	120,000
Town Hall Building	59,096	59,914	58,384
<b>TOTAL DEBT SERVICES</b>	<b>348,850</b>	<b>377,801</b>	<b>357,131</b>
<b>TRANSFERS TO OTHER AGENCIES</b>			
Grants To Organizations	20,500	15,000	10,000
Property Valuation Service Corp	22,718	30,691	31,294
Annapolis Valley Reg. School Board	505,812	523,976	513,330
Correctional Services DEPT OF JUSTICE	28,570	28,570	28,588
Kings Transit	47,587	41,590	48,540

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	<b>Unaudited YTD Actual</b>	<b>Annual Budget 2018-2019</b>	<b>Approved Annual Budget 2019-2020</b>
Valley Waste Resource Mgt	217,159	208,280	<b>231,632</b>
Valley REN former Kings RDA	13,954	14,000	13,072
AV Regional Library	15,767	15,767	15,767
Regional Housing Authority	20,610	20,880	16,000
Kings Point to Point	5,820	5,820	6,000
Valley Fibre Network	1,683	0	1,700
<b>TOTAL TRANSFERS TO OTHER AGENCIES</b>	<b>900,180</b>	<b>904,574</b>	<b>915,923</b>
<b>TRANSFERS TO OWN FUNDS</b>			
Transfers to Own Funds	537,579	494,399	500,000
<b>TOTAL TRANSFERS TO OWN FUNDS</b>	<b>537,579</b>	<b>494,399</b>	<b>500,000</b>
<b>TOTAL FISCAL EXPENSES</b>	<b>1,786,609</b>	<b>1,776,774</b>	<b>1,773,054</b>
<b>TOTAL EXPENDITURES</b>	<b>4,856,918</b>	<b>4,657,014</b>	<b>5,050,327</b>
<b>SURPLUS/ (DEFICIT)</b>	<b>(99,803)</b>	<b>0</b>	<b>-</b>

<b>Town of Berwick</b>			
<b>2019/20 MASTER BUDGET</b>			
<b>SEWER SERVICES</b>	<b>MARCH 2019</b>		
	<b>Unaudited YTD Actual</b>	<b>Annual Budget 2018-2019</b>	<b>Approved Annual Budget 2019-2020</b>
<b>SEWER OPERATIONS</b>			
<b>REVENUE</b>			
Sewer Rate	207,683	186,935	210,000
Sewer - Industrial	222,423	220,545	225,472
Sewer - Institutional	36,959	36,959	37,125
Transfer in from capital reserve		45,750	
<b>TOTAL SEWER REVENUE</b>	<b>467,065</b>	<b>490,189</b>	<b>472,597</b>
<b>SEWER EXPENDITURES</b>			
<b>SEWER ADMINISTRATION</b>			
Wages & Salaries	17,546	17,431	17,499
Employee Benefits	2,442	2,393	2,570
Travel	294	750	1,000
Training & Conferences	3,481	2,100	3,000
Membership Fees & Dues	122	150	150
Communications	2,190	1,000	1,700
Operational Materials/Supplies	124	1,000	500
Administration Fees	26,000	26,000	26,000
<b>TOTAL SEWER ADMINISTRATION</b>	<b>52,199</b>	<b>50,824</b>	<b>52,419</b>
<b>SEWER COLLECTION</b>			
Wages & Salaries	13,969	15,871	16,782
Employee Benefits	2,673	3,000	3,226
Operational Materials/Supplies	30,207	14,000	30,000
Facility Insurance	3,753	3,800	3,850
Contracted Services	15,630	9,530	15,000
Vehicle Costs	2,759	5,000	5,000
Power	24,574	25,000	25,000
<b>TOTAL SEWER COLLECTION</b>	<b>93,565</b>	<b>76,201</b>	<b>98,858</b>
<b>SEWER TREATMENT</b>			
Wages & Salaries	47,160	54,970	57,868
Employee Benefits	9,470	10,178	11,537
Operational Materials/Supplies	45,112	60,000	60,000
Clothing / Safety Equipment	1,446	500	1,500
Contracted Services	7,173	12,000	8,000
Sewer Treatment - Testing	15,501	16,000	16,000
Power	84,281	100,000	80,000
<b>TOTAL SEWER TREATMENT</b>	<b>210,143</b>	<b>253,648</b>	<b>234,905</b>
<b>SOLID WASTE</b>			
Other Solid Waste Charges	6,137	2,800	4,000
<b>TOTAL SOLID WASTE</b>	<b>6,137</b>	<b>2,800</b>	<b>4,000</b>
<b>FISCAL SERVICES</b>			
<b>DEBT SERVICES</b>			
Sewer TX Principal Payments	31,930	31,930	31,930
Sewer TX Interest Payments	6,855	7,998	7,180
Sewer Collection Principal	11,400	11,400	11,400
Sewer Collection Int	1,381	1,606	1,327
Sewer Tx Areation Imp Principal Payment	6,000	6,000	6,000



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<b>SEWER SERVICES</b>	<b>MARCH 2019</b>		
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Sewer TX Areation Imp Interest Payment	1,748	2,032	1,956
<b>TOTAL DEBT SERVICES</b>	<b>59,314</b>	<b>60,966</b>	<b>59,793</b>
<b>TRANSFERS TO OWN FUNDS</b>			
Transfer to Operating Reserve			22,622
Capital from Operating		45,750	-
<b>TOTAL TRANSFERS TO OWN FUNDS</b>		<b>45,750</b>	<b>22,622</b>
<b>TOTAL EXPENDITURES</b>	<b>421,358</b>	<b>490,189</b>	<b>472,597</b>
<b>SURPLUS / (DEFICIT)</b>	<b>45,707</b>	<b>0</b>	<b>\$ -</b>

APPROVED CAPITAL PROJECTS 2019/20

<u>REF</u>	<u>PROJECT NAME</u>	<u>DEPARTMENT/SERVICE</u>	<u>REASON</u>	<u>ESTIMATED AMOUNT</u>	<u>FUNDING</u>	<u>FUNDING SOURCE</u>
#1	Office rearrangement	ADMINISTRATION	IMPROVE EFFICIENCY AND ACCESSIBILITY TO THE	\$ 11,500.00	\$ 11,500.00	OPERATING RESERVE
<b>COUNCIL PRIORITY PROJECTS</b>						
#2	COMMUNITY LAND TRUST	ADMINISTRATION	ESTABLISH TRUST FOR FUTURE LAND ACQUISITION	\$ 10,000.00	10,000.00	GENERAL CAPITAL RESERVE
<b>PUBLIC WORKS</b>						
#3	Electrical panel	MORSE POND PUMP STATION	VERY OLD AND HIGH MAINTENANCE	\$ 55,000.00	\$ 55,000.00	SEWER DEBT
#4	Replace heater for shop	PUBLIC WORKS - BUILDING	OLD AND UNSAFE	\$ 4,000.00	\$ 4,000.00	SEWER CAPITAL RESERVE
#5	New roof	PUBLIC WORKS - BUILDINGS	NEEDS REPLACEMENT	\$ 13,000.00	\$ 13,000.00	SEWER CAPITAL RESERVE
#6	Recycling bins	PUBLIC WORKS - GENERAL	NEEDS REPLACEMENT	\$ 5,000.00	\$ 5,000.00	GENERAL OPERATING RESERVE
<b>COUNCIL PRIORITY PROJECTS</b>						
#7	SEWER LIFT STATION	RON SMITH DRIVE	REPAIRS AND UPGRADES	\$ 40,000.00	\$ 40,000.00	LTD SEWER
#8	SEWER POND	SHORE UP BANKS	ROCK AND SUPPORT TO AVOID WASHING OUT	\$ 10,000.00	\$ 10,000.00	LTD SEWER
#9	SIDEWALKS	BASED ON PRIORITIES	POTENTIAL SAFETY ISSUES AND MAINTENANCE COTTAGE ST; MAPLE AVE; BROWN ST; BEZANSON DR	\$ 327,520.00	\$ 327,520.00	LTD PUBLIC WORKS
<b>COMMUNITY DEVELOPMENT &amp; RECREATION</b>						
<b>COUNCIL PRIORITY PROJECTS</b>						
#10	SPLASHPAD/MULTI-PARK	RAINFORTH PARK	LANDSCAPING; PAVING; TENNIS COURT; PARKING	\$ 105,000.00	\$ 105,000.00	GAS TAX RESERVE
#11	CHUTE PARK	TOURISM INFRASTRUCTURE	TRAIL FLOW; ONGOING DEVELOPMENT	\$ 20,000.00	\$ 363,000.00	GAS TAX RESERVE
#12	PERIMETER TRAIL	TRAILS	MAINTENANCE PROG & CONTINUANCE UPGRADE	\$ 15,000.00	\$ 15,000.00	GAS TAX RESERVE
#13	DOWNTOWN CORE	BEAUTIFICATION/GREEN	PATHS; BUS SHELTER; FAÇADE PROGRAM	\$ 35,000.00	\$ 35,000.00	GENERAL OPERATING RESERVE
#14	HARVEST MOON TRAIL	TRAIL SYSTEM	UPGRADES	\$ 10,000.00	\$ 10,000.00	GAS TAX RESERVE
<b>TOTAL CAPITAL PROJECTS</b>				<b>\$ 661,020.00</b>		