

# The Corporation of the Municipality of Brockton



## By-Law 2021-015

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Being a By-Law to Adopt the Estimates of All Sums Required During the Year 2021  
for the Non-Tax Supported Expenses for the Municipality of Brockton.

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**Whereas** the *Municipal Act S.O. 2001, c 25, Section 5(3)*, as amended provides that a municipal power, including a municipality's capacity rights, powers and privileges under section 9, shall be exercised by By-Law;

**And Whereas** the *Municipal Act, 2001, c.25, Section 290*, as amended provides that for each year, a local municipality shall, in the year or immediately preceding year, prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality;

**Now Therefore** the Council of The Corporation of the Municipality of Brockton enacts as follows:

- 1.0 That The Corporation of the Municipality of Brockton Council hereby approves the estimates attached hereto as Schedule "A", the 2021 Non-Tax Supported Budget and forming part of this by-law, and that they be adopted as the budget for the year 2021.
- 2.0 This By-Law shall come into full force and effect upon final passage.
- 3.0 This By-Law may be cited as the "Approve 2021 Non-Tax Supported Municipal Budget By-Law".

**Read, Enacted, Signed and Sealed this 9th day of February, 2021.**

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Mayor – Chris Peabody

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Clerk – Fiona Hamilton

# 2021 Non-Tax Supported Budget Report

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## Introduction

The 2021 proposed non-tax supported operating budget represents the Municipality of Brockton's commitment to meeting legislative requirements, maintaining the health and safety of the community, and providing exceptional customer service.

The Municipality's non-tax supported budget is comprised of Water Services and Wastewater Treatment and Collection Services, and the Ontario Building Code (OBC) Administration. Combined, the total proposed 2021 operating budget is \$2,745,296.

Based on approved Water Works Financial Plan (2021-2026), the user fees and rates (Water and Wastewater), have a 2% increase, which reflects a flat rate increase of approximately \$4.29 and \$4.37 respectfully.

The proposed budget includes:

- \$1.223 million operating budget for Water Services that allows Brockton to continue to deliver a safe and sustainable water supply while renewing its aging infrastructure.
- \$1.317 million operating for Wastewater Collection and Treatment Services to support continued optimization of Brockton's wastewater systems.
- \$180 thousand operating for OBC Administration, which includes continued investments to maintain the health and safety of the community and to enhance services for our customers.

The operating costs associated with these service areas are recovered 100 per cent through user fees and other non-tax supported revenues, and therefore do not require a property tax transfer.

## Building the Budget

When developing the budget, the Municipality must consider and prioritize projects that are required to meet legislative requirements and community need. To maximize the Municipality's investment, projects that align with Brockton's Sustainable Strategic Plan, Operational/Organizational Review and the Municipality Community Official Plan—to build an exceptional Municipality by providing outstanding municipal service and value, while supporting the environmental, economic, social, and cultural pillars of sustainability—are considered.

Although the budgets are broken down into service areas, the budget is considered and approved as a whole to enhance the Municipality's decision-making process.

The development of the non-tax supported operating budget is based on key elements that align with the Municipality's financial strategy:

- A strong financial foundation that is based on a financial policy framework, which includes debt management, reserve and reserve fund and investment policies. Specifically, water and wastewater have no rate supported debt.
- Solid financial performance as indicated through third party evaluations by the Municipality's external auditor and credit rating assessments.

Water and Wastewater budget development is centered on the objectives of ensuring regulatory compliance, managing our assets from water sources to the customer, and maintaining affordability for our customers.

Annual operating budget development for water and wastewater is based on net-zero funding principles, as defined by the Municipal Act, 2001, where revenues and expenses, including funding transfers to capital reserve funds, are balanced.

## Reserves and Reserve Funds

In the 2021 proposed budget for water and wastewater services, a transfer from the contingency reserve is budgeted to maintain affordability for the ratepayer while ensuring reserves remain adequately funded at the target levels.

Most notably for the Municipality's water and wastewater infrastructure, the transfer to the capital reserves is measured against the municipalities capital need to maintain and replace our current assets. In each of water and wastewater, the operating transfer to fund capital is moving the Municipality closer to achieving sustainable asset investment.

Council receives an annual comprehensive Reserve and Reserve Fund Report that outlines fund balances, funding status compared to targets and significant transactions. Reserve and reserve fund forecasted balances are reflected in the departmental budget documentation.

2020 ending reserve fund balance: \$2,849m

2021 forecasted ending reserve fund balance: \$1,270m

## Capital Budget

The non-tax supported capital projects are presented as part of the consolidated 2020–2021 capital budget and forecast.



## Water and Wastewater Overview

### Financial Planning

As part of the Safe Drinking Water Act, 2002, the Province of Ontario requires municipal water service providers to develop or update a long-range financial plan every five years to renew municipal drinking water licenses. In addition to satisfying provincial requirements, the Water and Wastewater Long-range Financial Plan (2016-2021) helps the Municipality provide long-term financial stability, system sustainability and community safety as it relates to our water supply. The plan also informs the budgets and rate increases submitted annually for Council approval.

Although not required by the province, the Municipality proactively includes Wastewater Services in long-range financial planning to provide a more complete and accountable picture of the water and wastewater systems and to ensure more accurate forecasting.

### Summary of 2021 Proposed Water and Wastewater Rates

The following volumetric rates and basic service charges are proposed for 2021.

**Table 4, Rate Change and Forecasted Residential Bill Impact**

Charges	2020	2021	Change
Water volume charge \$/cubic metre	\$1.34	\$1.37	\$0.03
Water Annual Flat Rate \$/annual	\$214.53	\$218.82	\$4.29
Wastewater volume charge \$/cubic metre	\$1.39	\$1.43	\$0.04
Wastewater Annual Flat Rate \$/annual	\$238.10	\$242.47	\$4.37

The above-proposed water and wastewater rates reflect an overall expenditure increase of 5.04 and 4.90 per cent respectively to the water and wastewater operating budgets. Internal support costs, realignment of employee compensation, operating increases to utilities and studies required for asset management, and capital reserve transfers represent the largest impacts to the water and wastewater budgets.

## Water Services

Water Services ensures a safe, secure and sustainable water supply for our community including water used for residential, business, recreational and firefighting purposes. The delivery of a safe, reliable water supply is a 24-hour business.

### Council responsibility as owner

"The Safe Drinking Water Act, 2002 includes a statutory standard of care for individuals who have decision-making authority over municipal drinking water systems or who oversee the operating authority of the system.

It is important that members of municipal council and municipal officials with decision making authority over the drinking water system and oversight responsibilities over the accredited operating authority understand that they are personally liable, even if the drinking water system is operated by a corporate entity other than the municipality."

(Excerpted from: Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils)

There are legal consequences for not acting as required by the standard of care, including possible fines or imprisonment.

Council members and senior staff received training on statutory standard of care, in December 2018 with the new term of Council at the Walkerton Clean Water Centre.

### Key functions

Water Services is responsible for planning, design, construction, operation, maintenance and overall management of the water infrastructure assets. To meet these needs and to care for its infrastructure, the Water Services operating budget provides funding for the following key functions:

### Customer service and conservation

- Customer service and support
- Utility administration and revenue management
- Staff training and development
- Compliance and conformance programs

### Supply, treatment and protection

- Provision of a secure, reliable and continuous supply of treated drinking water to the water distribution system.
- Implementation of programs to ensure operational and environmental compliance.
- Operation and maintenance of related infrastructure including disinfection systems, supply facilities, towers, pumping stations, and reservoirs.
- Management and replacement of water supply assets.

### Distribution and metering

- Provision of a secure, reliable, and continuous supply of treated drinking water to customers and for fire protection.
- Operation and maintenance of infrastructure including water mains, valves, hydrants and service lines.
- Installation of new water billing meters and replacement of aging meter assets.
- Emergency response and reactive infrastructure maintenance.
- Capital infrastructure condition assessments and remediation to support loss mitigation (e.g. leak detection studies of municipal watermains).

### 2020 Accomplishments

- Due to the COVID-19 Pandemic, a number of projects were deferred and will be brought back in the 2021 budget discussions
- Water Main Replacement on McGivern Street
- Veolia's contract was renewed for an additional 5 years starting July 1, 2021.
- The north Water Tower was inspected.
- The Chepstow well pump was replaced.
- The Lake Rosalind Well 3 casing was repaired.

### 2021 Initiatives

#### Our services

Initiation of key water supply projects including:

- Install the UV system to replace the chlorination System.
- Complete the Engineering and Design work on the Main Truck line from Well 7 and 9 that leads into Walkerton.
- We are continuing with the valve replacement programme.
- Replace the water main on George Street
- Complete an Infrastructure Needs Study and Capacity Study
- The Walker West Pumping Station should be constructed in 2021

#### Our people

- Work closely with Veolia on the water supply services.
- Continued training and certification of licensed Water Services staff to support progressive licensing and continuous improvements within the Municipality's operations.

## Water Services

### Financial information

This budget represents 1.96 percent increase over 2020.

Table 6, Revenue Budget Trend 2019 to 2021 (Water Services)

Revenue	2019 budget	2020 approved budget	2021 draft budget	2021 budget change	2021 budget change
User fees and service charges	(\$1,158,865)	(\$1,199,719)	(\$1,223,243)	\$23,524	1.96%
Grants	(\$0)	(\$0)	(\$0)	(\$0)	0.00%
Total revenue	(\$1,158,865)	(\$1,199,719)	(\$1,223,243)	\$23,524	1.96%

### Explanation of changes

- \$35,458 increase in water consumption rate revenue

Table 7, Expenditure Budget Trend 2019 to 2021 Water Services

Expenditure	2019 budget	2020 approved budget	2021 draft budget	2021 budget change	2021 budget change
Salary, wage and benefits	\$72,844	\$80,395	\$76,942	(\$3,452)	(4.29%)
Maintenance	\$69,500	\$93,500	\$93,500	\$0	0.00%
General expenses	\$1,016,521	\$1,025,824	\$1,052,801	\$26,977	2.63%
Total expenditures	\$1,158,865	\$1,199,719	\$1,223,243	\$23,525	1.96%

Explanation of changes

- Increased transfer to reserve fund for future infrastructure needs

Table 8, Water Rate Trend 2019 to 2021

Water Rate	2019	2020	2021	2021 change	2021 change
Water - connection	\$208.25	\$214.53	\$218.82	\$4.29	2.0%
Water - consumption	\$1.30	\$1.34	\$1.37	\$0.03	2.0%

**MUNICIPALITY OF BROCKTON  
OPERATING BUDGET FOR WATER SERVICES - EXPENSES  
FOR THE YEAR 2021**

OPERATING EXPENDITURES PARTICULARS	ACCOUNT NUMBER 01-3135	2019	2020		2021	% Increase
		ACTUAL	ACTUAL	BUDGETED	BUDGET	
Wages - Water	1200	33,953	51,279	62,358	60,350	-3.22%
WAGES - WATER	1222	10,344	-	-	-	0.00%
Wages - Public Works	1235	323	312	-	-	0.00%
Benefits - Water	1240	13,787	16,499	18,036	16,592	-8.01%
Benefits - Public Works	1244	68	113	-	-	0.00%
Clothing Allowance	1260	-	-	200	200	0.00%
Mileage	1270	-	-	250	250	0.00%
Training & Seminars	1271	1,943	1,872	3,500	3,500	0.00%
Longterm Debt -Principal	1300	35,578	37,516	45,482	45,482	0.00%
Longterm Debt -Interest	1301	20,864	19,134	19,804	21,014	6.11%
Memberships	1303	125	125	1,500	1,500	0.00%
Supplies	1305	12,481	30,994	6,000	6,000	0.00%
Legal Services	1310	-	-	-	-	0.00%
Engineering Services	1317	1,203	12,306	60,000	63,000	5.00%
Payroll Process	1315	-	-	500	500	0.00%
Maintenance - Equipment	1320	5,553	4,255	20,000	20,000	0.00%
Maintenance - Grounds	1325	7,134	8,227	7,500	7,500	0.00%
Maintenance - Vehicle	1330	-	-	1,000	1,000	0.00%
Maintenance - Watermains	1334	37,691	62,879	65,000	65,000	0.00%
Maintenance - Samples	1336	-	-	-	-	0.00%
Postage	1340	4,748	4,897	5,500	5,500	0.00%
Service Agreements	1344	383,149	362,014	411,800	404,900	-1.68%
Telephone	1350	1,129	815	874	874	0.05%
Fuel - Truck	1358	152	-	1,700	1,700	0.00%
Utilities-Hydro	1360	84,468	84,734	90,000	90,000	0.00%
Utilities-Natural Gas-Walkerton System	1365	-	-	-	-	0.00%
Utilities-Water	1366	840	762	400	400	0.00%
Insurance	1380	51,927	21,429	19,917	24,661	23.82%
Water Write-offs	1390	0	-	-	-	0.00%
Public Works Equipment Costs	1470	-	-	3,000	3,000	0.00%
Miscellaneous Expenses	1530	-	-	-	-	0.00%
Transfer to Capital Fund	1710	-	-	-	-	0.00%
Transfer to Reserve Fund	1720	520,362	-	339,977	364,900	7.33%
Inter-Department Expense	1820	-	-	15,420	15,420	0.00%
<b>OPERATING EXPENDITUES</b>		<b>1,227,820</b>	<b>720,162</b>	<b>1,199,718</b>	<b>1,223,243</b>	<b>1.96%</b>

**MUNICIPALITY OF BROCKTON  
OPERATING BUDGET FOR WATER SERVICE - REVENUE  
FOR THE YEAR 2019**

OPERATING PARTICULARS	ACCOUNT NUMBER 01-3135	2019	2020		2021	% Increase
		ACTUAL	ACTUAL	BUDGETED	BUDGET	
Ontario Grants	0126	4,406	-	-	-	0.00%
Licenses and Permits	0133	-	-	-	-	0.00%
Water Penalty-Walkerton	0135	4,090	4,201	-	-	0.00%
Transfer from Reserves	0141	-	-	-	-	0.00%
Transfer from Reserve Fund	0142	-	-	-	-	0.00%
Recoveries-disconnect/reconnections	0145	1,575	575	6,000	-	-100.00%
Miscellaneous Revenue	0150	9,152	26,782	-	6,000	100.00%
Meter Revenue	0255	1,106,065	1,140,080	1,193,719	1,217,243	1.97%
Flat Rate no Meters	0256	3,800	3,907	-	-	0.00%
<b>OPERATING REVENUE</b>		<b>1,129,088</b>	<b>1,175,545</b>	<b>1,199,719</b>	<b>1,223,243</b>	<b>1.96%</b>
<b>TOTAL OPERATING</b>		<b>98,731.95</b>	<b>(455,383)</b>	<b>(1)</b>	<b>-</b>	<b>100.00%</b>

**MUNICIPALITY OF BROCKTON  
CAPITAL BUDGET FOR WATER SERVICE - REVENUE  
FOR THE YEAR 2021**

CAPITAL PARTICULARS	ACCOUNT NUMBER 02-3135	2019	2020		2021	% Increase
		ACTUAL	ACTUAL	BUDGETED	BUDGET	
Purchase - Capital	1600	12,865	-	-	1,204,500	100.00%
PURCHASES-CAPITAL-SOUTH STANDPIPE	1603	59,540	-	-		0.00%
South Standpipe	1604	13,363	-	-		0.00%
Reconstruction - Thomas Street	1607	-	-	-		0.00%
WALKERTON WELL GENERATOR	1608	68,907	-	-		0.00%
CLASS EA BOOSTER STATION & ENGINE	1609	25,043	52,572	750,000		-100.00%
VFD NORTH TOWER	1610	-	12,491	-		0.00%
UV DISINFECTANT	1611	19,025	27,776	-		0.00%
HYDRANT REPLACEMENT	1612	10,086	16,955	25,000		-100.00%
LAKE ROSALIND WELL #3 REPAIR	1613	-	12,021	65,000		-100.00%
SCADA SERVER	1614	17,270	-	-		0.00%
Transfers to Reserve Fund	1720	27,094	-	-		0.00%
NORTH WATER TOWER FENCE	2000	-	-	5,000		-100.00%
WATER METER PURCHASE	2001	-	-	18,000		-100.00%
WATER QUANTITY REPORT (SWP)	2002	-	-	125,000		-100.00%
WATER MAIN - MCGIVERN STREET	2003	-	29,697	150,000		-100.00%
CHEPSTOW TURBIDITY ANALYZER	2004	-	4,704	6,500		-100.00%
CHEPSTOW SURGE PROTECTION	2005	-	2,216	6,000		-100.00%
<b>CAPITAL EXPENDITURES</b>		<b>253,193</b>	<b>158,432</b>	<b>1,150,500</b>	<b>1,204,500</b>	<b>4.69%</b>

CAPITAL PARTICULARS	ACCOUNT NUMBER 02-3135	2019	2020		2021	% Increase
		ACTUAL	ACTUAL	BUDGETED	BUDGET	
Ontario Grants	0126	-	-	-	1,204,500	0.00%
Grants - County/Municipal	0128	-	-	-		0.00%
Longterm Debt - bank	0129	-	-	-		0.00%
Transfer from Reserve Fund	0142	253,193	108,315	1,150,500		4.69%
Transfer from Revenue Fund	0143	-	-	-		0.00%
Unit Charges-Valleyside Condo Meters	0151	-	-	-		0.00%
Unit Charges-Local Improvements	0159	-	-	-		0.00%
<b>CAPITAL REVENUE</b>		<b>253,193</b>	<b>108,315</b>	<b>1,150,500</b>	<b>1,204,500</b>	<b>4.69%</b>
<b>TOTAL CAPITAL</b>		<b>-</b>	<b>50,117</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>

<b>TOTAL WATER</b>	<b>98,732</b>	<b>(405,266)</b>	<b>(1)</b>	<b>-</b>	<b>100.00%</b>
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# Wastewater

Wastewater Services delivers reliable sanitary services, high-quality effluent (outflow) that meets or exceeds regulatory requirements and management of the sewer use bylaw. To meet these needs, the wastewater services is a 24/7 business.

## Key functions

Wastewater Services is responsible for planning, design, construction, operation, maintenance and overall management of the wastewater infrastructure assets. To meet these needs and care for its infrastructure, the Wastewater Services operating budget provides funding for the following key functions:

### Facility operations and maintenance

- Operation, maintenance, optimization, and compliance of the Wastewater Treatment Facility.
- Management, planning and compliance of the biosolids program.
- Planning and implementation of new capital projects to upgrade the wastewater treatment and biosolids processes.
- Laboratory testing and services.
- Adherence to the Saugeen Conservation Authority voluntary final effluent (outflow) limits.
- Continual improvement through benchmarking against industry best practice.
- Annual flushing program.
- Assume first lift station in the Riverview Subdivision.
- Continue the camera program for Asset Management.

### Sewer use by-law enforcement, wastewater collection system operation and maintenance

- Upholding Brockton's Sewer Use bylaw.
- Addressing customer sewer blocks and carrying out preventative maintenance and repairs as required.
- Coordinating with Engineering and Transportation Services to plan infrastructure replacements and expansions.

## 2020 Accomplishments

- Due to the COVID-19 Pandemic, a number of projects were deferred and will be brought back in the 2021 budget discussions
- McGivern Street Sanitary Sewer Replacement
- McGivern Street Storm Water Line Replacement

## 2021 initiatives

- George Street Storm Water Line Replacement
- George Street Sanitary Sewer Line Replacement
- Install the UV system to replace the chlorination system
- Complete the Engineering and Design work on the Main Truck Line from Well 7 and 9
- Valve Replacement program is continuing

## Our resources

- Staff are looking at reconstructing George Street and this will include the Sanitary Sewer

## Our people

- Continue to work with Veolia Staff
- Encourage staff to participate in internal engagement initiatives and opportunities for interdepartmental collaboration.

## Wastewater Treatment

### Financial information

This budget represents 2.88 per cent increase over 2020.

Table 9 Revenue Trend 2019 to 2021 (Wastewater Treatment)

Revenue	2019 budget	2020 approved budget	2021 draft budget	2021 budget change	2021 budget change
User fees and service charges	(\$1,044,983)	(\$1,075,347)	(\$1,095,924)	\$20,577	1.91%
Grants	\$0	\$0	\$0	\$0	0.0%
Agreements	(\$11,550)	(\$11,550)	(\$11,550)	(\$0)	0.0%
Total revenue	(\$1,056,533)	(\$1,086,897)	(\$1,107,474)	(\$20,577)	1.88%

### Explanation of change

- \$31,275 increase in revenue due to proposed rate increase.

Table 10, Expenditure Trend 2018 to 2020 (Wastewater Treatment)

Expenditure	2019 budget	2020 approved budget	2021 draft budget	2021 budget change	2021 budget change
Salary, wage and benefits	\$81,489	\$92,057	\$89,900	(\$2,158)	(2.34)%
Maintenance	\$89,000	\$60,000	\$60,000	\$0	0.00%
Utilities	\$150,000	\$150,000	\$150,000	\$0	0.00%
General Maintenance	\$736,044	\$784,840	\$807,574	\$22,734	2.90%
Total expenditures	\$1,056,533	\$1,086,897	\$1,407,474	\$20,576	1.88%

Explanation of change

- Increase in insurance premium
- Increase in sludge handling
- Increase in transfer to Reserve Funds due to decrease in operating costs

**2.00 PERCENTAGE INCREASE  
ON RATES as per Financial Plan**

**MUNICIPALITY OF BROCKTON  
BUDGET FOR WASTEWATER TREATMENT PLANT  
FOR THE YEAR 2021**

	ACCOUNT NUMBER 01-3140	2019	2020		2021	% Increase
		ACTUAL	ACTUAL	BUDGETED	BUDGETED	
Wages	1200	19,954	19,186	70,939	69,384	-2.19%
Wages - Public Works	1235	1,465	168	450	450	0.00%
Benefits	1240	6,588	6,354	20,511	19,908	-2.94%
Benefits - Public Works	1244	608	26	158	158	-0.32%
Clothing Allowance	1260	-	-	250	250	0.00%
Mileage	1270	-	-	-	-	0.00%
Training & Seminars	1271	(611)	-	3,200	3,200	0.00%
Longterm Debt Charge-Principal	1300	39,703	41,030	38,904	41,520	6.72%
Longterm Debt Charges-Interest	1301	12,439	11,212	13,620	13,620	0.00%
Supplies - Lab	1305	941	-	2,000	2,000	0.00%
PAYROLL EXPENSES	1315	606	407	-	-	0.00%
Engineering Projects	1317	323	1,332	10,000	10,000	0.00%
Maintenance & Purchase - Equipment	1320	34,332	8,293	43,000	43,000	0.00%
Maintenance - Building	1322	2,020	3,507	9,000	9,000	0.00%
Maintenance - Grounds	1325	4,739	5,574	6,000	6,000	0.00%
Maintenance - Vehicle	1330	-	-	1,000	1,000	0.00%
Maintenance - Health-Safety	1335	366	-	1,000	1,000	0.00%
Maintenance - Sewers	1337	6,950	3,091	-	-	0.00%
Postage	1340	4,879	4,897	6,000	6,000	0.00%
Service Agreements - Brewery Waste	1341	-	-	-	-	0.00%
Service Agreements	1344	343,825	394,271	428,000	437,000	2.10%
Telephone	1350	445	1,056	874	874	0.05%
Fuel	1358	60	-	1,800	1,800	0.00%
Utilities - Hydro	1360	62,314	103,264	45,000	45,000	0.00%
Utilities - Natural Gas	1365	37,147	33,804	60,000	60,000	0.00%
Utilities - Water	1366	46,671	49,086	45,000	45,000	0.00%
Insurance	1380	19,433	19,173	17,857	22,065	23.57%
Sludge Handling	1385	51,277	84,876	40,000	50,000	25.00%
Sewer Write-off	1390	-	-	-	-	0.00%
Public Works Equipment Costs	1470	-	-	3,000	3,000	0.00%
Miscellaneous Expenses	1530	-	-	-	-	0.00%
Trans. to Capital Fund	1710	-	-	-	-	0.00%
Trans. to Reserve Fund	1720	519,502	-	208,335	205,244	-1.48%
Inter-Department Expense	1820	-	-	11,000	11,000	0.00%
<b>OPERATING EXPENDITURES</b>		<b>1,215,978</b>	<b>790,606</b>	<b>1,086,898</b>	<b>1,107,474</b>	<b>1.89%</b>
CLEARING ACC'T-METER REV	0001	(0)	(1)	-	-	0.00%
Subsidy	0125	-	-	-	-	0.00%
GRANTS CANADA	0127	13,691	-	-	-	0.00%
Licenses & Permits	0133	-	-	-	-	0.00%
Sewer Penalty-Treatment Plant	0135	-	-	-	-	0.00%
Trans. from Reserve Fund	0142	56,799	-	-	-	0.00%
Miscellaneous Revenue	0150	-	-	-	-	0.00%
Agreements	0190	3,919	4,564	-	-	0.00%
Agreements-Leachate	0194	38,046	26,299	11,550	11,550	0.00%
Meter Revenue	0255	1,021,957	1,044,181	1,069,847	1,090,424	1.92%
Unit Charges	0256	5,627	5,396	5,500	5,500	0.00%
<b>OPERATING REVENUE</b>		<b>1,140,039</b>	<b>1,080,440</b>	<b>1,086,897</b>	<b>1,107,474</b>	<b>1.89%</b>
<b>TOTAL OPERATING</b>		<b>75,939</b>	<b>(289,834)</b>	<b>1</b>	<b>-</b>	<b>-100.00%</b>

**MUNICIPALITY OF BROCKTON  
BUDGET FOR WASTEWATER TREATMENT PLANT  
FOR THE YEAR 2021**

CAPITAL PARTICULARS	ACCOUNT NUMBER 02-3140	2019	2020		2021	% Increase
		ACTUAL	ACTUAL	BUDGETED	BUDGETED	
Capital - Purchases	1600	19,033	-	169,472	650,000	283.54%
Tran. to Reserve Fund	1720	-	-	-	-	0.00%
<b>CAPITAL EXPENDITURES</b>		<b>19,033</b>	<b>-</b>	<b>169,472</b>	<b>650,000</b>	<b>283.54%</b>
Ontario Grants	0126	-	-	-	-	0.00%
Longterm Borrowing	0129	-	-	-	-	0.00%
Trans. From Reserves Working Cap	0141	-	-	-	-	0.00%
Trans. from Reserve Fund	0142	161,699	69,363	601,500	650,000	8.06%
Trans. from Revenue Fund	0143	-	-	-	-	0.00%
Meter Revenue	0155	-	-	-	-	0.00%
Agreements	0190	-	-	-	-	0.00%
<b>CAPITAL REVENUE</b>		<b>161,699</b>	<b>69,363</b>	<b>601,500</b>	<b>650,000</b>	<b>8.06%</b>
<b>TOTAL CAPITAL</b>		<b>(142,666)</b>	<b>(69,363)</b>	<b>(432,028)</b>	<b>-</b>	<b>100.00%</b>
<b>TOTAL SANITATION</b>		<b>(66,727)</b>	<b>(359,197)</b>	<b>(432,027)</b>	<b>-</b>	<b>100.00%</b>

## Wastewater Collection

### Financial information

This budget represents 1.86 per cent increase over 2020.

Table 1, Revenue trend 2019 to 2021 (Wastewater Collection)

Revenue	2019 budget	2020 approved budget	2021 draft budget	2021 budget change	2021 budget change
User fees and service charges	(\$128,918)	(\$132,228)	(\$134,771)	(\$2,543)	1.92%
Grants and Reserve Funds	(\$75,603)	(\$75,603)	(\$75,603)	(\$0.000)	0.00%
Total revenue	(\$204,079)	(\$207,831)	(\$210,375)	(\$2,543)	1.22%

### Explanation of changes

- \$2,543 increase in revenue due to proposed rate increase.



Table 2, Expenditure Trend 2019 to 2021(Wastewater Collection)

Expenditures	2019 budget	2020 approved budget	2021 draft budget	2021 budget change	2021 budget change
Wages	\$15,703	\$15,787	\$13,981	(\$1,807)	(11.44%)
Maintenance	\$78,000	\$75,000	\$75,000	\$0.00	0.00%
General Expenses	\$110,376	\$117,044	\$121,394	\$4,350	3.72%
Total expenditures	\$194,482	\$194,482	\$210,375	\$2,544	1.22%

Explanation of changes

- Slight increase to reserve fund transfer for future infrastructure needs due to cost savings within operations.

**2.00 PERCENTAGE INCREASE  
ON RATES as per Financial Plan**

**MUNICIPALITY OF BROCKTON  
OPERATING BUDGET FOR WASTEWATER COLLECTION SYSTEM  
FOR THE YEAR 2021**

OPERATING PARTICULARS	ACCOUNT NUMBER 01-3141	2019	2020		2021	% Increase
		ACTUAL	ACTUAL	BUDGETED	BUDGETED	
Wages - Sewers	1200	699	9,537	12,241	11,332	-7.43%
Wages - Public Works-Sewers	1216				-	0.00%
WAGES - SEWERS	1222	10,343	-	-		
Benefits - Sewers	1240	2,943	3,156	3,546	2,649	-25.30%
Benefits-Public Works-Sewers	1246				-	0.00%
Training & Seminars	1271	-	-	-	-	0.00%
Long-term Debt Charge	1300	37,217	38,268	46,480	46,480	0.00%
Long-term Debt Charge - Interest	1301	19,806	19,056	19,696	20,810	5.66%
Engineering Projects	1317	-	1,978	10,000	10,000	0.00%
Maintenance - Sewers	1337	88,476	27,741	75,000	75,000	0.00%
Service Agreements - Veolia	1344	28,968	31,705	35,400	36,000	1.69%
Sewer Write-offs	1390	-	-	-	-	0.00%
Public Works-Equipment Costs	1470	-	-	-	-	0.00%
Trans. to Capital Fund	1710	-	-	-	-	0.00%
Trans. to Reserve Fund	1720	10,895	-	5,468	8,104	48.21%
<b>OPERATING EXPENDITURES</b>		<b>199,346</b>	<b>131,440</b>	<b>207,831</b>	<b>210,375</b>	<b>1.22%</b>
Grants	0126	15,000	-	-	-	0.00%
Permits	0133	-	-	-	-	0.00%
Sewer Penalty-Collection System	0135	-	-	-	-	0.00%
Transfers from Reserve Fund	0142	58,906	-	75,603	75,603	0.00%
Recoveries	0145	-	-	-	-	0.00%
Miscellaneous Revenue	0150	-	-	-	-	0.00%
Meter Revenue	0255	114,546	128,261	132,228	134,771	1.92%
Unit Charges	0256	-	-	-	-	0.00%
<b>OPERATING REVENUE</b>		<b>188,451</b>	<b>128,261</b>	<b>207,831</b>	<b>210,375</b>	<b>1.22%</b>
<b>TOTAL OPERATING</b>		<b>10,895</b>	<b>3,179</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>

**MUNICIPALITY OF BROCKTON  
CAPITAL BUDGET FOR WASTEWATER COLLECTION SYSTEM  
FOR THE YEAR 2021**

CAPITAL PARTICULARS	ACCOUNT NUMBER	2019	2020		2021	% Increase
		ACTUAL	ACTUAL	BUDGETED	BUDGETED	
Capital Purchases	1600	644	-	-	-	100.00%
Capital Engineering	1601	-	-	-	-	0.00%
Reconstruction Gibson Street	1605	-	-	-	-	0.00%
Sanitary Sewers - N.C	1655	-	-	-	-	0.00%
Transfers to Reserve Fund	1720	-	-	-	-	0.00%
SEALING OF LOBIES PARK MANHOLE	2000	-	-	65,000	-	-100.00%
INFLOW & INFILTRATION STUDY	2280	-	-	30,000	-	-100.00%
<b>CAPITAL EXPENDITURES</b>		<b>644</b>	<b>-</b>	<b>95,000</b>	<b>270,000</b>	<b>184.21%</b>
Ontario Grants	0126	-	-	-	-	0.00%
Long-term Borrowing	0129	-	-	-	-	0.00%
Trans. from Reserve Fund	0142	644	-	95,000	270,000	184.21%
Trans. from Revenue Fund	0143	-	-	-	-	0.00%
Meter Charges - Capital Levy	0155	-	-	-	-	0.00%
<b>CAPITAL REVENUE</b>		<b>644</b>	<b>-</b>	<b>95,000</b>	<b>270,000</b>	<b>184.21%</b>
<b>TOTAL CAPITAL</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>

0% Decrease

<b>TOTAL COLLECTION SYSTEM</b>	<b>10,895</b>	<b>3,179</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
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## **Appendix A -Budgeted Capital Projects**

## Budgeted Capital Projects – See Appendix A for project detail sheet

- Booster Station - Walker West Estates
- North Water Tower Fence
- Water Quantity Report (SWP)
- Chepstow Surge Protection
- Sealing of Lobies Park Manholes
- Inflow and Infiltration Study
- New Gate at WWTP
- Fence Repairs
- UV Disinfection System
- Step Screen Overall
- Backup Blowers
- Biogenerator Refurb
- Engineering of Ferric Tank Replacement
- Final Clarifier 3 and 4 Pontoon Replacement
- Replacement of Damaged walkway grating
- Retrofit the floating mixer brackets
- New Scum Troughs for Finals 1and2
- Finer bar screen for the wet well (removable)- MM
- Install new Secondary Digester Decant Line- MM
- Install new Wet well level sensor
- Septic receiving pipe for the man hole (similar to Teeswater)
- George Street Sanitary Sewer
- Well #6 Building Repair
- North Tower Work
- North Tower Mixer
- George Street Watermain
- Engineering - Durham Street East Hill
- Walkerton Chlorine Analyzer
- Shop - 130 Wallace Street Roof Assessment

**MUNICIPALITY OF BROCKTON**  
**2021 NON-TAX SUPPORTED CAPITAL BUDGET**

Project #	Dept.	Project	Description	Estimated Cost	Reserve Fund	Deferred Revenue	Grants	Borrowing	Tax Rate Funded
Carry Forward									
	Utilities - Water	Booster Station - Walker West Estates	Utilities Reserve Fund	750,000	750,000				
	Utilities - Water	North Water Tower Fence	Utilities Reserve Fund	5,000	5,000				
	Utilities - Water	Water Quantity Report (SWP)	Utilities Reserve Fund	125,000	125,000				
	Utilities - Water	Chepstow Surge Protection	Utilities Reserve Fund	6,000	6,000				
	Utilities - Wastewater Collection	Sealing of Lobies Park Manholes	Utilities Reserve Fund	65,000	65,000				
	Utilities - Wastewater Collection	Inflow and Infiltration Study	Utilities Reserve Fund	30,000	30,000				
	Utilities - WWTP	New Gate at WWTP	Utilities Reserve Fund	10,000	10,000				
	Utilities - WWTP	Fence Repairs	Utilities Reserve Fund	10,000	10,000				
	Utilities - WWTP	UV Disinfection System	Utilities Reserve Fund	150,000	150,000				
	Utilities - WWTP	Step Screen Overall	Utilities Reserve Fund	20,000	20,000				
	Utilities - WWTP	Backup Blowers	Utilities Reserve Fund	75,000	75,000				
	Utilities - WWTP	Biogenerator Refurb	Utilities Reserve Fund	125,000	125,000				
	Utilities - WWTP	Engineering of Ferric Tank Replacement	Utilities Reserve Fund	50,000	50,000				
	Utilities - WWTP	Final Clarifier 3 and 4 Pontoon Replacement	Utilities Reserve Fund	15,000	15,000				
			Total 2020 Carryforward	1,436,000	1,436,000	-	-	-	-
2020 Proposed Projects - High Priority									
	Utilities - WWTP	Replacement of Damaged walkway grating	Utilities Reserve Fund	12,000	12,000				
	Utilities - WWTP	Retrofit the floating mixer brackets	Utilities Reserve Fund	8,000	8,000				
	Utilities - WWTP	New Scum Troughs for Finals 1&2	Utilities Reserve Fund	50,000	50,000				
	Utilities - WWTP	Finer bar screen for the wetwell (removable)- MM	Utilities Reserve Fund	5,000	5,000				
	Utilities - WWTP	Install new Secondary Digester Decant Line- MM	Utilities Reserve Fund	12,000	12,000				
	Utilities - WWTP	Install new Wet well level sensor	Utilities Reserve Fund	8,000	8,000				
	Utilities - WWTP	Septic receiving pipe for the man hole (similar to Teeswater)	Utilities Reserve Fund	5,000	5,000				
	Utilities - Wastewater Collection	George Street Sanitary Sewer	Utilities Reserve Fund	150,000	150,000				
	Utilities - Water	Well #6 Building Repair	Utilities Reserve Fund	30,000	30,000				
	Utilities - Water	North Tower Work	Utilities Reserve Fund	40,000	40,000				
	Utilities - Water	North Tower Mixer	Utilities Reserve Fund	7,500	7,500				
		George Street Watermain	Utilities Reserve Fund	150,000	150,000				
	Utilities - Water	Engineering - Durham Street East Hill	Utilities Reserve Fund	50,000	50,000				
	Utilities - Water	Walkerton Chlorine Analyzer	Utilities Reserve Fund	8,000	8,000				
	Utilities - Water	Shop - 130 Wallace Street Roof Assessment	Utilities Reserve Fund	15,000	15,000				
			TOTALS FOR CAPITAL PROJECTS FOR 2021	550,500	550,500	0	0	0	0

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Waste Water Collection System - Inflow and Infiltration Study		
Year	2021		
Projected Cost	\$ 30,000		
Funding Source	02-3141-	Account #	02-3141-1600

### Project Description

The Inflow and Infiltration Study will identify areas within the wastewater collection system that are in need of repair to cap off infiltration issues which lead to additional wastewater treatment.

### Justification of Project Need

Inflow and Infiltration can account for an additional 20% to 50%, depending on the time of year, of additional waste water treatment (additional chemical and physical treatment and wear and tear on equipment). We can use the 2019 zoom camera information to aid in this project. The report will help guide future capital asset planning.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Waste Water Collection System - Sealing Lobies Park Manholes		
Year	2021		
Projected Cost	\$ 65,000		
Funding Source	02-3141-	Account #	02-3141-1600

### Project Description

Sealing Manholes within Lobies Park

### Justification of Project Need

During flooding events at Lobies Park, the Sanitary Sewer Manholes tend to accept a lot of rain water. Sealing those manholes, still being accessible when needed, will prevent the rain water from entering the wastewater collection system and then we won't have to treat the excessive water each spring.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00



## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Waste Water Treatment Plant - Replace Backup Blowers		
Year	2021		
Projected Cost	\$ 75,000		
Funding Source	02-3140-	Account #	02-3140-1600

### Project Description

Backup blowers need to be replaced.

### Justification of Project Need

Blowers are needed to provide oxygen to the treatment system to feed the aerobic bacteria that eat the solids within the wastewater. Backup blowers are the fail safe when the primary blowers go off line for repairs/ maintenance. Sometimes the blowers are put through an alternating process so that we can extend the life expectancy of the motors. This backup system is an imperative failsafe.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Waste Water Treatment Plant - Biogas Generator Refurbishment		
Year	2021		
Projected Cost	\$ 125,000		
Funding Source	02-3140-	Account #	02-3140-1600

### Project Description

A major overhaul of the Biogas Generator Engine.

### Justification of Project Need

The Biogas Generator Engine needs a full overhaul. It runs constantly and although it has had routine maintenance, it is time, based on hours of service, to be fully overhauled.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	WWTP - Engineering/ Installation of Ferric Tank Replacement & Enclosure		
Year	2021		
Projected Cost	\$ 50,000		
Funding Source	02-3140-	Account #	02-3140-1600

### Project Description

Engineering for Ferric Tank Replacement (tank, containment, piping, and building)

### Justification of Project Need

The Walkerton Pollution Control Plant uses Ferric Chloride for coagulation. It is very corrosive. A new tank, containment area, piping, and building to house the chemical is needed from both a functional and health and safety perspective. Engineering would happen in 2020 with the actual build to take place in 2021.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Waste Water Treatment Plant - Final Clarifier 3 and 4 Pontoon Replacement		
Year	2021		
Projected Cost	\$ 15,000		
Funding Source	02-3140-	Account #	02-3140-1600

### Project Description

Replace Pontoons in Final Clarifier 3 and 4

### Justification of Project Need

Pontoons are used to float aerators on the surface of the clarifier. Pontoons get holes or get damaged due to weather and other maintenance activities and need to be replaced from time to time to make sure that the equipment that they are holding remains in the correct position.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Waste Water Treatment Plant - Finer Bar Screen for Wetwell		
Year	2021		
Projected Cost	\$ 8,000		
Funding Source	02-3140-	Account #	02-3140-1600

### Project Description

Replace Bar Screen with a finer bar screen in the wetwell

### Justification of Project Need

The bar screen needs to be repaired and the finer bar screen will help sort waste items more easily so that they don't clog the pipes and pumps.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Waste Water Treatment Plant - Front Gates		
Year	2021		
Projected Cost	\$ 10,000		
Funding Source	02-3140-	Account #	02-3140-1600

### Project Description

Replace Front Gates - Security

### Justification of Project Need

Front Gates need to be replaced. Gates are old and falling apart. Gates are left open when staff are there, however for security reasons, they need to be closed.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Waste Water Treatment Plant - Install Recieving Pipe at Manhole		
Year	2021		
Projected Cost	\$ 5,000		
Funding Source	02-3140-	Account #	02-3140-1600

### Project Description

Install receiving pipe at manhole - Health and Safety

### Justification of Project Need

The installation of the receiving pipe at the manhole shortens the hose distance and reduces the opportunity for spills

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Waste Water Treatment Plant - Install Secondary Digester Decant Line		
Year	2021		
Projected Cost	\$ 12,000		
Funding Source	02-3140-	Account #	02-3140-1600

### Project Description

Install Secondary Digester Decant Line

### Justification of Project Need

This additional plumbing will help clean out the pumps and piping quicker and more efficiently.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00



## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Waste Water Treatment Plant - Install Wetwell Level Sensor		
Year	2021		
Projected Cost	\$ 8,000		
Funding Source	02-3140-	Account #	02-3140-1600

### Project Description

Install Wetwell Level Sensor - Health and Safety

### Justification of Project Need

The installation of the wetwell level sensor will remove the operator from the wetwell area.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Waste Water Treatment Plant - New Scum Troughs for Final 1 & 2		
Year	2021		
Projected Cost	\$ 50,000		
Funding Source	02-3140-	Account #	02-3140-1600

### Project Description

Replace Scum Troughs

### Justification of Project Need

Scum troughs have deteriorated in the environment that they sit in. They need to be replaced in order for the system to operate correctly.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Waste Water Treatment Plant - Perimeter Fence Repairs		
Year	2021		
Projected Cost	\$ 10,000		
Funding Source	02-3140-	Account #	02-3140-1600

### Project Description

Perimeter Fence Repairs- Security

### Justification of Project Need

The Perimeter Fence needs to be repaired in a number of places. There are areas that have completely fallen down.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Waste Water Treatment Plant - Replace walkway grating		
Year	2021		
Projected Cost	\$ 12,000		
Funding Source	02-3140-	Account #	02-3140-1600

### Project Description

Replace walkway grating - Health and Safety

### Justification of Project Need

Walkway grating is deteriorating due to the environment in which they reside. This is a Health and Safety issue.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Waste Water Treatment Plant - Retrofit Floating Mixer + Hardware		
Year	2021		
Projected Cost	\$ 8,000		
Funding Source	02-3140-	Account #	02-3140-1600

### Project Description

Retrofit mixer brackets so the cable and clips are always out of the aeration tank and re-located floating mixer 1B to the location of mixer 2A

### Justification of Project Need

Rework and relocation of the mixers will make the system less prone to damage and be cleaner to maintain.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Waste Water Treatment Plant - Step Screen Overhaul		
Year	2021		
Projected Cost	\$ 20,000		
Funding Source	02-3140-	Account #	02-3140-1600

### Project Description

The step screen system needs to be overhauled - primary removal of large debris

### Justification of Project Need

The Step Screen is the primary removal of larger debris that is collected in the Waste Water Treatment System. This debris needs to be removed so that these items do not end up going through and clogging up pipes and pumps within the Waste Water Treatment Plant system.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Waste Water Treatment Plant - UV Disinfection System		
Year	2021		
Projected Cost	\$ 150,000		
Funding Source	02-3140-	Account #	02-3140-1600

### Project Description

UV Disinfection System - as per new legislation

### Justification of Project Need

Wastewater Effluent, prior to going to a natural waterway, must have the Chlorine stripped from the water. This is to be in place by the end of 2020. Brockton was successful in obtaining a grant (FCM - Green Municipal Fund). The Project was estimated to be \$747,500. The Grant/ loan was for \$598,000 (\$520,000 - Loan + \$78,000 Grant).

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Water Service - Chepstow Surge Protection		
Year	2021		
Projected Cost	\$ 6,000		
Funding Source	02-3135-	Account #	02-3135-1600

### Project Description

Installation of a surge protection system - Chepstow.

### Justification of Project Need

A surge protection system is required to protect the security of the water treatment system during an electrical power surge

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00



## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Water Service - North Water Tower Fence Repair (Security)		
Year	2021		
Projected Cost	\$ 5,000		
Funding Source	02-3135-	Account #	02-3135-1600

### Project Description

Security Fence around North Water Tower needs to be repaired in several places and has a broken entrance gate.

### Justification of Project Need

North Water Tower Facility requires security fence repairs and a new entrance gate. Facility also houses Emergency Services Radio System which is a public safety issue. It is important to have this facility secure.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Water Service - North Tower Mixer		
Year	2021		
Projected Cost	\$ 7,500		
Funding Source	02-3135-	Account #	02-3135-1600

### Project Description

North Water Tower mixer needs repairs

### Justification of Project Need

The North Water Tower was inspected in 2020. The mixer requires some repairs.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Water Service - North Tower Repairs		
Year	2021		
Projected Cost	\$ 40,000		
Funding Source	02-3135-	Account #	02-3135-1600

### Project Description

North Water Tower Repairs as per inspection report

### Justification of Project Need

The North Water Tower was inspected in 2020. Coating and plumbing repairs have been advised.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Water Service - Roof Assessment and Repairs - 130 Wallace Street		
Year	2021		
Projected Cost	\$ 15,000		
Funding Source	02-3135-	Account #	02-3135-1600

### Project Description

The workshop that Veolia uses for their operations requires a new or patched roof as it is leaking

### Justification of Project Need

The Veolia workshop has a leaky roof and needs to be patched and repaired.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Water Service - Walker West Booster Station		
Year	2021		
Projected Cost	\$ 750,000		
Funding Source	02-3135-	Account #	02-3135-1600

### Project Description

Walker West Booster Station

### Justification of Project Need

A Water Booster Station has been engineered in 2019 to deal with pressure zone issues and to make sure there is enough water pressure to the new subdivision. The EA process will be finalized in 2020. The Booster Station will need to be constructed in 2020.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Water Service - Walkerton Chlorine Analyzer		
Year	2021		
Projected Cost	\$ 8,000		
Funding Source	02-3135-	Account #	02-3135-1600

### Project Description

The Walkerton Drinking Water System needs a new Chlorine Analyzer

### Justification of Project Need

The Chlorine Analyzer is a piece of equipment that measures the chlorine residual within the water supply. This is a mandatory piece of equipment.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Water Service - Water Main Durham Street East Hill - Engineering		
Year	2021		
Projected Cost	\$ 50,000		
Funding Source	02-3135-	Account #	02-3135-1600

### Project Description

Engineering work for water main replacement on Durham Street, East Hill (between Elm Street and Walker Street)

### Justification of Project Need

The Municipality has had a number of water main breaks on Durham Street, the East Hill, between Elm Street and Walker Street.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Water Service - Water Main Installation on George Street		
Year	2021		
Projected Cost	\$ 165,000		
Funding Source	02-3135-	Account #	02-3135-1600

### Project Description

Water Main Installation on George Street

### Justification of Project Need

George Street requires the installation of a new watermain, sanitary sewer, storm drain, and the rehabilitation of the road. The road is currently in gravel.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00



## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Water Service - Water Quantity Study (SWP)		
Year	2021		
Projected Cost	\$ 125,000		
Funding Source	02-3135-	Account #	02-3135-1600

### Project Description

Water Quantity Report/ Study for the Lake Rosalind, Chepstow, and Walkerton Wells

### Justification of Project Need

This report will give the Municipality an opportunity to address the Source Water Protection Plan concerns at Lake Rosalind. It will also give the Municipality some piece of mind in supporting future growth demands (housing, commercial, and industrial)

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

## Municipality of Brockton Capital Projects

Department	Utilities		
Project	Water Service - Well #6 Building Repairs		
Year	2021		
Projected Cost	\$ 30,000		
Funding Source	02-3135-	Account #	02-3135-1600

### Project Description

Well #6 Building Repairs - exterior

### Justification of Project Need

The Well #6 building is crumbling. It requires some masonry/ structural work and/ or siding.

### Future Operation Costs

Description	2019	2020	2021	2022	2023
Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00



## Ontario Building Code Administration

The Municipality's Building Services division authorizes all building construction and demolition in Brockton. The division is provincially mandated to administer and enforce the Ontario Building Code (OBC); provincial legislation requires staff to maintain certification to meet provincial standards, perform mandatory inspections, and issue permits within mandated time frames.

Building Services provides the following public services associated with the administration and enforcement of the OBC:

- Pre-permit consultation, plans examination, technical reviews and application processing.
- Issuance of permits within mandated time frames to ensure conformity to the OBC.
- On-site inspections to ensure conformity with approved permit drawings, specifications, the OBC and regulations.
- Response to all technical inquiries throughout building projects.
- Enforcement of OBC and initiation of legal proceedings as required.

These activities are completely funded by revenue generated from building permit and administration fees.

### 2020 In Review

Brockton's construction permits fees were increased in 2019 resulting in increased revenues for the Building Department in 2020.

The Building Department continued to maintain a high level of service to the public through providing construction permit and inspection services, responding to zoning and building inquiries, and property standards complaints during a year with a significant increased building activity.

Chief Building Official Ray Holliday retired at the end of 2020 after serving the community well through a number of new developments.

### 2021 initiatives

#### Our services

- We will continue to train and transition building department staff. Training in Ministry required courses will continue as courses become available
- It is anticipated that the 2021 construction season will be extremely busy, with building lots currently available in two residential subdivisions and a third projected. Residential construction within Walkerton will continue to increase throughout 2021. The new CBO

Dieter Weltz started January 1, 2021 and will be looking at departmental efficiencies and the implementation of e-permitting in 2021

### **Our people**

- Continue education and training on new recruitment
- Continued staff involvement in departmental initiatives to enhance work place culture and improve service delivery.

## Financial information

This budget represents a 0.14 per cent decrease over 2020.

Table 12, Revenue Trend 2019 to 2021 (OBCA)

Revenue	2019 budget	2020 approved budget	2021 draft budget	2021 budget change	2021 budget change
Licenses and permits	(\$155,000)	(\$178,250)	(\$180,000)	(\$1,750)	0.98%
Reserve Fund	(\$17,699)	\$0	\$0	(\$0.00)	0.00%
Internal recoveries	(\$2,000)	(\$2,000)	\$0.00	(\$2,000)	(100.00%)
<b>Total revenue</b>	<b>(\$174,699)</b>	<b>(\$180,250)</b>	<b>(\$180,000)</b>	<b>(\$250)</b>	<b>(0.14%)</b>

### Explanation of changes

- Internal recoveries no longer applicable due to staff changes

Table 13, Expenditure Trend 2019 to 2021 (OBCA)

Expenditure	2018 budget	2019 approved budget	2021 draft budget	2021 budget change	2021 budget change
Wages	\$100,052	\$97,780	\$99,421	\$1,641	1.68%
Maintenance	\$1,300	\$1,300	\$1,300	\$0	0.00%
General Expenses	\$55,045	\$81,171	\$79,279	(\$1,891)	(2.33%)
<b>Total expenditure</b>	<b>\$156,397</b>	<b>\$180,250</b>	<b>\$180,000</b>	<b>(\$250)</b>	<b>(0.14%)</b>

## Explanation of changes

- No Significant changes

**MUNICIPALITY OF BROCKTON  
OPERATING  
BUDGET FOR BUILDING  
2021**

PARTICULARS 01-3123	ACCOUNT NUMBER	2019	2020		2021	% Increase from PY
		ACTUAL	ACTUAL	BUDGETED	BUDGETED	
EXPENDITURES						
Wages	1200	92,311	79,545	81,818	81,640	-0.22%
Benefits	1240	27,550	25,338	15,962	17,781	11.40%
Mileage	1270	-	-	-	-	0.00%
Training & Seminars	1271	4,867	6,014	30,000	15,000	-50.00%
Memberships	1303	749	1,166	1,900	1,500	-21.05%
Supplies	1305	3,337	810	4,000	4,000	0.00%
License & Permits	1308	-	-	-	-	0.00%
Legal Services	1310	1,564	-	10,000	10,000	0.00%
Payroll Service	1315	-	-	374	374	0.00%
Engineering Services	1317	-	-	-	2,500	100.00%
Maintenance - Vehicle	1330	825	715	1,300	1,300	0.00%
Service Agreements	1344	6,852	15,033	6,518	20,800	219.12%
Telephone	1350	542	671	2,017	2,017	0.01%
Fuel	1358	4,725	1,358	3,000	3,000	0.00%
Advertising	1370	1,207	-	-	-	0.00%
Insurance	1380	5,100	1,762	2,253	2,028	-9.97%
Transfers to Capital fund	1710	-	-	-	-	0.00%
Transfers to Reserve Fund	1720	-	-	21,108	18,059	-14.44%
Operating Expenditures		149,628	132,410	180,250	180,000	-0.14%
REVENUE						
Licenses & Permits	0133	169,559	250,314	178,250	180,000	0.98%
Transfer from Reserve Fund	0142	-	-	-	-	0.00%
Fines	0146	-	-	-	-	0.00%
Miscellaneous	0150	-	-	-	-	0.00%
Agreements	0190	-	-	-	-	0.00%
Employee Reimbursement	0199	2,620	1,506	2,000	-	-100.00%
Applications	0241	-	-	-	-	0.00%
Operating Revenue		172,180	251,820	180,250	180,000	-0.14%
Total Building Operating		(22,552)	(119,410)	-	-	0.00%

0% Increase/(Decrease)

\$0 Increase/(Decrease)



## Reserve Funds: Building Services OBC Stabilization

The Building Code Act allows municipalities to establish permit fees to cover the cost of administering and enforcing the Building Code Act, and make reasonable contributions to a reserve fund. The reserve fund can be used to offset periods of lower building and construction activity, make service enhancements and cover unexpected expenses.

The following chart describes the purpose of the reserve, the forecasted 2019 year-end balance.

Reserve Fund	Description	Balance as of December 2020
Protective Inspection/Building	Funds that may only be used to help stabilize slow years in terms of building activity and permit revenue	\$74,909