

**2022 OPERATING BUDGET (UTILITY FUND)**

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# Costing Center Budget Summary

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Costing Center: RATE REVENUES

**Division:** WATER AND  
WASTEWATER  
**Department:** FINANCE UTILITIES  
**Stage:** Approved

**Budget Year:** 2022  
**Accounting Reference:** 5860  
**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. Also included is rate rider revenue which offsets chemical building debt payments.

## Comments:

The last of the rate changes approved by the PUB took effect July 1, 2018.

## Outlook:

A rate study is underway and is expected to propose new rates for 2023 and onwards.

# Costing Center Budget Summary

Costing Center: RATE REVENUES

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
<b>Revenues</b>				
Other Income				
46117 INTEREST ON OVERDUE ACCOUNTS	100,408	75,408	75,000	75,000
Other Income Total	100,408	75,408	75,000	75,000
User Fees and Sales of Goods				
47910 METERED CONSUMPTION Water	11,321,857	10,914,782	10,859,539	11,076,730
47912 METER SERVICE	1,004,306	1,004,306	1,005,211	1,005,211
47914 RATE RIDER REVENUE	0	135,962	961,069	1,085,954
47940 BULK SALES	80,002	80,002	79,580	79,580
47950 METERED CONSUMPTION Wastewater	8,175,063	8,187,449	8,115,424	8,277,733
User Fees and Sales of Goods Total	20,581,228	20,322,501	21,020,823	21,525,208
<b>Total Revenues</b>	<b>20,681,636</b>	<b>20,397,909</b>	<b>21,095,823</b>	<b>21,600,208</b>
<b>Net Total</b>	<b>20,681,636</b>	<b>20,397,909</b>	<b>21,095,823</b>	<b>21,600,208</b>
<b>Percentage Change</b>			<b>2.00%</b>	

# Costing Center Budget Summary

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Costing Center: UTILITY ADMINISTRATION

**Division:** WATER AND  
WASTEWATER  
**Department:** FINANCE UTILITIES  
**Stage:** Approved

**Budget Year:** 2022  
**Accounting Reference:** 6008  
**Manager:** Val Rochelle

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## Description:

This cost center reflects costs associated with the water billing function, administrative overhead allocations, and property tax allocations for City properties used for Utility purposes.

## Comments:

Billing function costs include staffing, software, postage and materials.

Other administrative overhead allocations reflect the support provided to the Utility from Finance, Information Technology, Legal, 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.

## Outlook:

# Costing Center Budget Summary

Costing Center: UTILITY ADMINISTRATION

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
<b>Expenditures</b>				
Benefits				
51122 BOOT ALLOWANCE	21	0	0	0
Benefits Total	21	0	0	0
Contract Services				
52015 CONTRACTS	17,680	17,443	22,691	22,717
52020 PROFESSIONAL FEES	0	0	1,131	0
52264 AUDITING FEES	26,177	21,400	21,935	22,470
52387 BANK PROCESSING FEES	1,000	500	1,000	1,000
Contract Services Total	44,857	39,343	46,757	46,187
Equipment Purchases				
54410 EQUIPMENT PURCHASES	1,427	2,630	2,352	876
Equipment Purchases Total	1,427	2,630	2,352	876
Materials and Supplies				
54068 POSTAGE	46,060	46,060	42,780	43,635
54099 PARTS AND MATERIALS	6,394	6,727	7,545	7,545
Materials and Supplies Total	52,454	52,787	50,325	51,180
Other				
51141 PROFESSIONAL DEVELOPMENT	3,234	2,546	4,152	2,433
59003 ADVERTISING	688	688	540	540
59011 PUBLIC UTILITY BOARD FEES	350	350	350	100
59059 MEMBERSHIP	1,803	1,499	1,581	1,581
59098 SUBSCRIPTIONS	203	173	409	409
59128 PROPERTY TAXES	8,993	9,121	9,000	9,000
Other Total	15,270	14,376	16,032	14,063
Reserve Appropriation				
58506 OFFICE EQUIPMENT B/L 3656	3,000	3,000	3,000	3,000
Reserve Appropriation Total	3,000	3,000	3,000	3,000
Salaries and Wages				
51083 REGULAR SALARIES	630,987	590,903	654,665	660,763
51084 OVERTIME SALARIES	4,669	5,269	4,742	4,790
Salaries and Wages Total	635,656	596,172	659,407	665,553
Utilities				
53130 TELEPHONE	427	427	580	430
Utilities Total	427	427	580	430
<b>Total Expenditures</b>	<b>753,112</b>	<b>708,735</b>	<b>778,453</b>	<b>781,290</b>
<b>Net Total</b>	<b>(753,112)</b>	<b>(708,735)</b>	<b>(778,453)</b>	<b>(781,290)</b>
<b>Percentage Change</b>			<b>3.36%</b>	

# Costing Center Budget Summary

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Costing Center: BOOSTER STATIONS

**Division:** WATER AND  
WASTEWATER  
**Department:** ENGINEERING  
UTILITIES  
**Stage:** Approved

**Budget Year:** 2022  
**Accounting Reference:** 0814  
**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 Budget Summary

Costing Center: BOOSTER STATIONS

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast	
<b>Expenditures</b>					
Contract Services					
52015	CONTRACTS	12,000	32,000	30,950	32,050
52019	CONSULTING FEES	0	0	0	25,000
52028	GENERAL INSURANCE	12,772	12,772	13,957	14,236
52081	EXTERNAL EQUIPMENT RENTAL	2,000	0	2,000	1,000
Contract Services Total		26,772	44,772	46,907	72,286
Materials and Supplies					
54099	PARTS AND MATERIALS	48,000	23,000	28,000	28,000
54129	DIESEL (OPERATING)	2,500	2,500	2,200	2,200
Materials and Supplies Total		50,500	25,500	30,200	30,200
Utilities					
53046	POWER	110,000	110,000	112,000	112,000
53130	TELEPHONE	1,790	1,790	1,800	1,800
Utilities Total		111,790	111,790	113,800	113,800
<b>Total Expenditures</b>		<b>189,062</b>	<b>182,062</b>	<b>190,907</b>	<b>216,286</b>
<b>Net Total</b>		<b>(189,062)</b>	<b>(182,062)</b>	<b>(190,907)</b>	<b>(216,286)</b>
<b>Percentage Change</b>			<b>0.98%</b>		

# Costing Center Budget Summary

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Costing Center: LIFT STATIONS

**Division:** WATER AND  
WASTEWATER  
**Department:** ENGINEERING  
UTILITIES  
**Stage:** Approved

**Budget Year:** 2022  
**Accounting Reference:** 0856  
**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 vacuor 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:

An additional Lift Station is currently in the design phase to service development in south west Brandon. When construction is complete, the costs to operate and maintain the additional Lift Station will reside in this account.



# Costing Center Budget Summary

Costing Center: LIFT STATIONS

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast	
<b>Expenditures</b>					
Contract Services					
52015	CONTRACTS	15,000	25,000	32,070	19,160
52028	GENERAL INSURANCE	5,984	5,984	6,517	6,648
52081	EXTERNAL EQUIPMENT RENTAL	1,500	0	500	1,000
Contract Services Total		22,484	30,984	39,087	26,808
Materials and Supplies					
54099	PARTS AND MATERIALS	47,000	28,500	45,000	45,000
Materials and Supplies Total		47,000	28,500	45,000	45,000
Utilities					
53046	POWER	72,000	72,000	72,000	74,000
53130	TELEPHONE	3,700	3,700	3,700	3,700
53150	WATER	2,400	12,400	13,000	13,500
Utilities Total		78,100	88,100	88,700	91,200
<b>Total Expenditures</b>		<b>147,584</b>	<b>147,584</b>	<b>172,787</b>	<b>163,008</b>
<b>Net Total</b>		<b>(147,584)</b>	<b>(147,584)</b>	<b>(172,787)</b>	<b>(163,008)</b>
<b>Percentage Change</b>				<b>17.08%</b>	

# Costing Center Budget Summary

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Costing Center: MAINTENANCE OPERATIONS

**Division:** WATER AND  
WASTEWATER  
**Department:** ENGINEERING  
UTILITIES  
**Stage:** Approved

**Budget Year:** 2022  
**Accounting Reference:** 0816  
**Manager:** Alexia Stangherlin

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## Description:

This cost center captures the costs for staff performing routine, preventative, and emergency 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 Utility Maintenance Section is periodically required to upgrade or purchase equipment and tools to aid them in their jobs. Included in 2022 are specialty equipment included in parts & materials. Additionally, the new Automation Specialist position is budgeted within this Section. This individual will allow the City to reduce a portion of the SCADA contract services with the intent to build network knowledge internally.

## Outlook:

# Costing Center Budget Summary

Costing Center: MAINTENANCE OPERATIONS

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
<b>Expenditures</b>				
Benefits				
51122 BOOT ALLOWANCE	1,197	1,100	1,197	1,197
51123 PROTECTIVE CLOTHING	2,600	2,600	2,700	2,700
Benefits Total	3,797	3,700	3,897	3,897
Contract Services				
52028 GENERAL INSURANCE	169	169	178	181
Contract Services Total	169	169	178	181
Equipment Purchases				
54410 EQUIPMENT PURCHASES	100,000	80,000	0	0
59036 SAFETY EQUIPMENT	3,000	3,000	3,000	3,000
Equipment Purchases Total	103,000	83,000	3,000	3,000
Materials and Supplies				
54099 PARTS AND MATERIALS	0	0	30,000	0
54103 GASOLINE (VEHICLE)	8,700	8,600	8,000	8,100
54104 DIESEL (VEHICLE)	3,000	4,100	4,100	4,200
54125 DIESEL EXHAUST FLUID	100	100	100	100
54323 INSURANCE DEDUCTIBLE	0	500	0	0
Materials and Supplies Total	11,800	13,300	42,200	12,400
Other				
51141 PROFESSIONAL DEVELOPMENT	15,885	5,685	21,000	21,000
59059 MEMBERSHIP	680	380	315	515
59080 FLEET EQUIP MAINTENANCE	20,500	20,500	28,000	28,000
59993 EQUIPMENT CAPITAL CONTRIBUTION	22,953	22,953	19,947	22,432
Other Total	60,018	49,518	69,262	71,947
Salaries and Wages				
51083 REGULAR SALARIES	923,667	872,837	1,039,731	1,041,239
Salaries and Wages Total	923,667	872,837	1,039,731	1,041,239
Utilities				
53130 TELEPHONE	4,334	4,334	4,510	4,510
Utilities Total	4,334	4,334	4,510	4,510
<b>Total Expenditures</b>	<b>1,106,786</b>	<b>1,026,859</b>	<b>1,162,778</b>	<b>1,137,175</b>
<b>Net Total</b>	<b>(1,106,786)</b>	<b>(1,026,859)</b>	<b>(1,162,778)</b>	<b>(1,137,175)</b>
<b>Percentage Change</b>			<b>5.06%</b>	

# Costing Center Budget Summary

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Costing Center: MUNICIPAL PRE-TREATMENT PLANT

**Division:** WATER AND  
WASTEWATER  
**Department:** ENGINEERING  
UTILITIES  
**Stage:** Approved

**Budget Year:** 2022  
**Accounting Reference:** 0850  
**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:

As the facility ages, more substantial maintenance projects will have negative impacts on the expense side of the operation. Some of these projects include roof repairs and overhaul of the heating system for the Primary Treatment Building.

# Costing Center Budget Summary

Costing Center: MUNICIPAL PRE-TREATMENT PLANT

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
<b>Revenues</b>				
User Fees and Sales of Goods				
47309 SEPTIC DISPOSAL FEES	145,000	145,000	145,000	145,000
47506 SCRAP METAL SALES	0	915	0	0
User Fees and Sales of Goods Total	145,000	145,915	145,000	145,000
<b>Total Revenues</b>	<b>145,000</b>	<b>145,915</b>	<b>145,000</b>	<b>145,000</b>
<b>Expenditures</b>				
Contract Services				
52015 CONTRACTS	118,200	97,200	94,000	70,520
52019 CONSULTING FEES	5,000	0	5,000	5,000
52028 GENERAL INSURANCE	19,213	19,213	20,511	20,921
52029 LIABILITY INSURANCE	14,320	14,320	17,687	18,041
52032 VEHICLE INSURANCE	240	221	240	240
52049 LABORATORY TESTING	22,000	15,000	18,000	18,000
52081 EXTERNAL EQUIPMENT RENTAL	4,000	20,000	24,000	25,000
52113 LABORATORY SUPPLIES	4,500	4,500	4,500	5,000
Contract Services Total	187,473	170,454	183,938	162,722
Debenture Debt Servicing Costs				
57438 DEBENTURE PRINCIPAL	910,337	910,337	945,274	982,938
57439 DEBENTURE INTEREST	300,532	300,532	265,194	227,902
Debenture Debt Servicing Costs Total	1,210,869	1,210,869	1,210,468	1,210,840
Equipment Purchases				
54410 EQUIPMENT PURCHASES	0	1,273	0	0
59036 SAFETY EQUIPMENT	5,000	5,000	5,000	5,000
Equipment Purchases Total	5,000	6,273	5,000	5,000
Materials and Supplies				
54099 PARTS AND MATERIALS	130,000	100,000	135,000	136,000
54118 OFFICE SUPPLIES	1,200	1,200	1,200	1,400
54128 GASOLINE (OPERATING)	900	1,100	1,000	1,100
Materials and Supplies Total	132,100	102,300	137,200	138,500
Other				
59050 MAINTENANCE OF GROUNDS	6,000	4,000	6,000	6,000
59059 MEMBERSHIP	1,000	495	1,130	1,130
59248 DISPOSAL SITE CHARGE	15,000	15,000	15,000	16,000
Other Total	22,000	19,495	22,130	23,130
Salaries and Wages				
51231 INTERNAL SALARIES	2,000	2,000	2,200	2,200
Salaries and Wages Total	2,000	2,000	2,200	2,200
Utilities				
53025 HEAT	59,000	82,000	80,000	85,000
53046 POWER	200,000	200,000	200,000	210,000
53130 TELEPHONE	2,460	2,460	2,460	2,460

# Costing Center Budget Summary

Costing Center: MUNICIPAL PRE-TREATMENT PLANT

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
53150 WATER	115,000	148,000	115,000	120,000
Utilities Total	376,460	432,460	397,460	417,460
<b>Total Expenditures</b>	<b>1,935,902</b>	<b>1,943,851</b>	<b>1,958,396</b>	<b>1,959,851</b>
<b>Net Total</b>	<b>(1,790,902)</b>	<b>(1,797,936)</b>	<b>(1,813,396)</b>	<b>(1,814,851)</b>
<b>Percentage Change</b>			1.26%	

# Costing Center Budget Summary

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Costing Center: PURIFICATION & TREATMENT

**Division:** WATER AND  
WASTEWATER  
**Department:** ENGINEERING  
UTILITIES  
**Stage:** Approved

**Budget Year:** 2022  
**Accounting Reference:** 0780  
**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. The transition from chlorine gas to sodium hypochlorite disinfection will be complete in early 2022. Sodium hypochlorite is more costly but is much safer to handle.

## Outlook:

Additional chemicals will be added to this cost center in future as part of the Water Treatment Plant Upgrade & Expansion. The new membrane treatment process will require dedicated chemicals for cleaning, which will be housed in the new Chemical Building.

# Costing Center Budget Summary

Costing Center: PURIFICATION & TREATMENT

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
<b>Expenditures</b>				
Contract Services				
52049 LABORATORY TESTING	58,000	48,000	62,000	67,500
52113 LABORATORY SUPPLIES	16,000	16,000	17,000	18,000
Contract Services Total	74,000	64,000	79,000	85,500
Materials and Supplies				
54108 SULPHATE OF ALUMINA	330,000	280,000	360,000	370,800
54109 CHLORINE	55,000	55,000	10,000	0
54110 SODA ASH	515,000	465,000	540,000	555,000
54111 LIME	800,000	750,000	840,000	850,000
54112 ACTIVE CARBON	120,000	102,302	120,000	120,000
54114 FLUORIDATION	24,000	24,000	26,500	27,000
54115 POLYMERS-ANIONIC	91,000	121,000	98,000	98,000
54116 POTASSIUM PERMANGANATE	24,000	12,302	26,500	25,000
54117 FERRIC SULPHATE	5,000	0	5,000	5,000
54123 SODIUM HYPOCHLORITE	30,000	10,000	171,000	176,000
54653 CARBON DIOXIDE	200,000	200,000	215,000	210,000
Materials and Supplies Total	2,194,000	2,019,604	2,412,000	2,436,800
<b>Total Expenditures</b>	<b>2,268,000</b>	<b>2,083,604</b>	<b>2,491,000</b>	<b>2,522,300</b>
<b>Net Total</b>	<b>(2,268,000)</b>	<b>(2,083,604)</b>	<b>(2,491,000)</b>	<b>(2,522,300)</b>
<b>Percentage Change</b>			<b>9.83%</b>	



# Costing Center Budget Summary

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Costing Center: SEWAGE LAGOON OPERATIONS

**Division:** WATER AND  
WASTEWATER  
**Department:** ENGINEERING  
UTILITIES  
**Stage:** Approved

**Budget Year:** 2022  
**Accounting Reference:** 0855  
**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 2022, the Biosolids program will focus on Sludge Cell 3C, which is the largest. Cells 2A and 3B will be handled in 2023.

# Costing Center Budget Summary

Costing Center: SEWAGE LAGOON OPERATIONS

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
<b>Expenditures</b>				
Contract Services				
52015    CONTRACTS	580,000	568,000	621,000	581,000
Contract Services Total	580,000	568,000	621,000	581,000
Materials and Supplies				
54099    PARTS AND MATERIALS	10,000	5,000	35,000	20,000
Materials and Supplies Total	10,000	5,000	35,000	20,000
Other				
59128    PROPERTY TAXES	25	19	25	25
Other Total	25	19	25	25
Utilities				
53046    POWER	8,500	6,500	8,500	8,500
53130    TELEPHONE	350	350	350	0
Utilities Total	8,850	6,850	8,850	8,500
<b>Total Expenditures</b>	<b>598,875</b>	<b>579,869</b>	<b>664,875</b>	<b>609,525</b>
<b>Net Total</b>	<b>(598,875)</b>	<b>(579,869)</b>	<b>(664,875)</b>	<b>(609,525)</b>
<b>Percentage Change</b>			<b>11.02%</b>	

# Costing Center Budget Summary

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Costing Center: UTILITY ADMIN ENGINEERING

**Division:** WATER AND  
WASTEWATER  
**Department:** ENGINEERING  
UTILITIES  
**Stage:** Approved

**Budget Year:** 2022  
**Accounting Reference:** 0817  
**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:

There continues to be an investment in Asset Management Program (AMP) as an infrastructure renewal tool for the entire corporation. The plan is to begin integrating the AMP into the operations of each Division, mainly in the area of Utilities. Investment in software, modeling and development standards and specifications will provide the tools for consistency in development approvals.

## Outlook:

Entering the second year of Development Charges (DC), the expectation is that revenues will continue to rise considering the number of developments exempted from DCs reduces.

# Costing Center Budget Summary

Costing Center: UTILITY ADMIN ENGINEERING

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
<b>Revenues</b>				
Conditional Government Transfers				
43510	PROVINCIAL GOV'T	0	341,189	0
44500	FEDERAL GOV'T	0	682,379	0
Conditional Government Transfers Total		0	1,023,568	0
Income from Enterprises				
47396	DC WWT RES CONTRIBUTION	75,507	47,370	128,568
47397	DC WATER TREATMENT RES CONTRIBUTI	59,327	36,346	101,017
47398	DC WASTEWTR NETWORK RES CONTRIB	457,728	232,728	1,554,958
47399	DC WATER NETWRK RES CONTRIBUTION	144,047	74,047	292,506
Income from Enterprises Total		736,609	390,491	2,077,050
Permits, Licenses and Fines				
47003	EXCAVATION PERMITS	22,000	20,000	23,368
Permits, Licenses and Fines Total		22,000	20,000	23,368
User Fees and Sales of Goods				
47506	SCRAP METAL SALES	0	673	0
User Fees and Sales of Goods Total		0	673	0
<b>Total Revenues</b>		<b>758,609</b>	<b>1,434,732</b>	<b>2,100,418</b>
<b>Expenditures</b>				
Benefits				
51122	BOOT ALLOWANCE	1,020	895	1,089
51710	RETIREMENT BENEFITS	0	0	36,000
Benefits Total		1,020	895	37,089
Contract Services				
52015	CONTRACTS	259,000	171,396	3,360
52019	CONSULTING FEES	85,000	31,170	185,000
52069	PRINTING COSTS	5,000	3,000	5,000
52162	MUNICIPAL BOARD FEES	0	1,100	1,200
52292	SOFTWARE LICENSES & MTNCE	0	0	111,908
Contract Services Total		349,000	206,666	306,468
Equipment Purchases				
54410	EQUIPMENT PURCHASES	52,000	49,657	10,500
59036	SAFETY EQUIPMENT	500	500	1,500
Equipment Purchases Total		52,500	50,157	12,000
Materials and Supplies				
54099	PARTS AND MATERIALS	10,000	30,000	10,000
54103	GASOLINE (VEHICLE)	2,500	3,700	3,000
54118	OFFICE SUPPLIES	1,800	1,000	1,500
Materials and Supplies Total		14,300	34,700	14,500
Other				
51141	PROFESSIONAL DEVELOPMENT	23,000	5,000	38,000
59003	ADVERTISING	1,000	500	11,000
59048	LUNCHEONS	500	200	800
59059	MEMBERSHIP	77,550	77,550	78,319
59080	FLEET EQUIP MAINTENANCE	10,500	10,500	13,500
59241	SPECIAL PROGRAMS	105,000	405,000	105,000

# Costing Center Budget Summary

Costing Center: UTILITY ADMIN ENGINEERING

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
59993 EQUIPMENT CAPITAL CONTRIBUTION	11,820	11,820	10,701	10,701
Other Total	229,370	510,570	257,320	154,321
Reserve Appropriation				
58541 WATER DISTRIBUTION B/L 6382	1,866,263	2,889,831	678,978	1,118,892
58557 WASTEWATER DISTRIB B/L 6732	776,752	776,752	946,967	431,359
58560 DC WWT B/L 7180	75,507	47,370	128,568	128,945
58561 DC WATER TREAT B/L 7181	59,327	36,346	101,017	101,314
58563 DC WW NETWORK B/L 7183	457,728	232,728	1,554,958	1,557,248
58564 DC WATER NETWORK B/L 7184	144,047	74,047	292,506	292,937
Reserve Appropriation Total	3,379,624	4,057,074	3,702,995	3,630,695
Salaries and Wages				
51083 REGULAR SALARIES	1,294,508	1,250,653	1,414,989	1,369,968
51084 OVERTIME SALARIES	5,000	3,000	1,000	1,000
Salaries and Wages Total	1,299,508	1,253,653	1,415,989	1,370,968
Transfers to/from Internal Accounts				
59997 TRANSFER FR RESERVES	(270,000)	(500,000)	(200,000)	(90,000)
Transfers to/from Internal Accounts Total	(270,000)	(500,000)	(200,000)	(90,000)
Utilities				
53130 TELEPHONE	3,856	3,856	4,880	3,880
Utilities Total	3,856	3,856	4,880	3,880
<b>Total Expenditures</b>	<b>5,059,178</b>	<b>5,617,571</b>	<b>5,551,241</b>	<b>5,376,133</b>
<b>Net Total</b>	<b>(4,300,569)</b>	<b>(4,182,839)</b>	<b>(3,450,823)</b>	<b>(3,273,202)</b>
<b>Percentage Change</b>			<b>(19.76%)</b>	

# Costing Center Budget Summary

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Costing Center: WATER RECLAMATION FACILITY

**Division:** WATER AND  
WASTEWATER  
**Department:** ENGINEERING  
UTILITIES  
**Stage:** Approved

**Budget Year:** 2022  
**Accounting Reference:** 2466  
**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, utilities and periodic Biosolids treatment, which are directly impacted by the quality of wastewater received from the large industrial users. The WRF Biosolids program out of the Anaerobic Basin occurs approximately every two years and is not scheduled to occur again until 2023. Portions of the cost center's expenses are recovered from Maple Leaf and Pfizer as dictated by the Cost Sharing Agreements entered into during the last facility upgrades (2007-2014).

## Outlook:

# Costing Center Budget Summary

Costing Center: WATER RECLAMATION FACILITY

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
<b>Revenues</b>				
User Fees and Sales of Goods				
47303 MAPLE LEAF	1,850,000	1,850,000	1,850,000	1,900,000
47304 PFIZER	110,000	50,000	100,000	100,000
User Fees and Sales of Goods Total	1,960,000	1,900,000	1,950,000	2,000,000
<b>Total Revenues</b>	<b>1,960,000</b>	<b>1,900,000</b>	<b>1,950,000</b>	<b>2,000,000</b>
<b>Expenditures</b>				
Benefits				
51122 BOOT ALLOWANCE	1,877	1,831	1,877	1,877
51123 PROTECTIVE CLOTHING	3,000	600	2,000	2,000
Benefits Total	4,877	2,431	3,877	3,877
Contract Services				
52015 CONTRACTS	162,450	232,450	227,700	332,730
52019 CONSULTING FEES	25,000	5,000	10,000	15,000
52028 GENERAL INSURANCE	25,897	25,897	27,633	28,186
52032 VEHICLE INSURANCE	511	354	511	511
52049 LABORATORY TESTING	260,000	256,000	260,000	260,000
52081 EXTERNAL EQUIPMENT RENTAL	9,600	10,600	10,000	10,000
52113 LABORATORY SUPPLIES	90,000	90,000	90,000	90,000
Contract Services Total	573,458	620,301	625,844	736,427
Equipment Purchases				
59036 SAFETY EQUIPMENT	7,000	7,000	7,000	7,200
Equipment Purchases Total	7,000	7,000	7,000	7,200
Materials and Supplies				
54099 PARTS AND MATERIALS	415,000	400,000	388,000	388,500
54103 GASOLINE (VEHICLE)	10,000	10,000	10,000	10,000
54104 DIESEL (VEHICLE)	2,000	1,500	2,000	2,000
54110 SODA ASH	40,000	0	40,000	40,000
54118 OFFICE SUPPLIES	9,000	8,000	9,000	9,200
54119 COAGULANT	550,000	875,000	900,000	910,000
54121 NITROGEN	12,200	11,200	10,500	11,000
54122 CITRIC ACID	20,000	10,000	12,000	14,000
54123 SODIUM HYPOCHLORITE	14,000	4,000	10,000	11,000
54129 DIESEL (OPERATING)	3,500	4,500	4,800	5,000
54323 INSURANCE DEDUCTIBLE	0	1,000	0	0
54463 METHANOL	650,000	790,000	670,000	690,000
Materials and Supplies Total	1,725,700	2,115,200	2,056,300	2,090,700
Other				
51141 PROFESSIONAL DEVELOPMENT	40,000	5,000	32,200	38,900
59003 ADVERTISING	400	142	200	200
59050 MAINTENANCE OF GROUNDS	10,000	8,122	9,500	9,800
59080 FLEET EQUIP MAINTENANCE	14,000	14,000	19,250	19,250
59993 EQUIPMENT CAPITAL CONTRIBUTION	12,877	12,877	7,734	7,734
Other Total	77,277	40,141	68,884	75,884
Salaries and Wages				
51083 REGULAR SALARIES	1,405,630	1,384,173	1,406,466	1,406,466

# Costing Center Budget Summary

Costing Center: WATER RECLAMATION FACILITY

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
51084 OVERTIME SALARIES	30,000	30,000	30,000	30,000
51090 SHIFT DIFFERENTIAL	5,200	5,200	5,200	5,200
Salaries and Wages Total	1,440,830	1,419,373	1,441,666	1,441,666
Utilities				
53025 HEAT	8,500	9,200	8,000	8,500
53046 POWER	580,000	530,000	580,000	580,000
53130 TELEPHONE	3,680	3,680	3,850	3,850
53150 WATER	38,000	38,000	38,000	38,000
Utilities Total	630,180	580,880	629,850	630,350
<b>Total Expenditures</b>	<b>4,459,323</b>	<b>4,785,327</b>	<b>4,833,422</b>	<b>4,986,105</b>
<b>Net Total</b>	<b>(2,499,323)</b>	<b>(2,885,327)</b>	<b>(2,883,422)</b>	<b>(2,986,105)</b>
<b>Percentage Change</b>			<b>15.37%</b>	



# Costing Center Budget Summary

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Costing Center: WATER TREATMENT FACILITY

**Division:** WATER AND  
WASTEWATER  
**Department:** ENGINEERING  
UTILITIES  
**Stage:** Approved

**Budget Year:** 2022  
**Accounting Reference:** 0815  
**Manager:** Alexia Stangherlin

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## Description:

This cost center captures the operating costs for the 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. In 2022, the expenses have increased due to the new Chemical Building being in operation for the entire year, with the costs captured in this cost center.

This cost center includes the debt servicing principal and interest costs relating to the construction of the new Chemical Building. Series A was issued in 2021, has a 20 year term and expires in 2040. Series B will be issued in 2022. Estimated debt servicing costs for Series B are included in the 2022 budget.

## Outlook:

The aging Water Treatment Facility will require additional maintenance in order to provide reliable operations in the short term. Funding for the Water Treatment Facility expansion has been acquired and is detailed under Capital Project 1218, which will take several years to complete.

# Costing Center Budget Summary

Costing Center: WATER TREATMENT FACILITY

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast	
<b>Expenditures</b>					
Benefits					
51122	BOOT ALLOWANCE	1,819	1,960	1,911	1,911
51123	PROTECTIVE CLOTHING	5,000	5,300	6,000	6,000
Benefits Total		6,819	7,260	7,911	7,911
Contract Services					
52015	CONTRACTS	870,300	940,300	904,600	889,900
52019	CONSULTING FEES	10,000	0	30,000	10,000
52028	GENERAL INSURANCE	24,840	24,840	27,139	27,683
52029	LIABILITY INSURANCE	32,687	32,687	40,372	41,180
52032	VEHICLE INSURANCE	131	76	131	131
52069	PRINTING COSTS	400	400	400	400
52081	EXTERNAL EQUIPMENT RENTAL	5,000	2,656	15,000	15,000
Contract Services Total		943,358	1,000,959	1,017,643	984,293
Debenture Debt Servicing Costs					
57438	DEBENTURE PRINCIPAL	293,959	293,959	303,145	606,578
57439	DEBENTURE INTEREST	271,896	271,896	240,814	503,236
Debenture Debt Servicing Costs Total		565,855	565,855	543,959	1,109,814
Equipment Purchases					
54410	EQUIPMENT PURCHASES	32,000	30,339	0	0
59036	SAFETY EQUIPMENT	12,000	10,000	14,000	14,000
Equipment Purchases Total		44,000	40,339	14,000	14,000
Materials and Supplies					
54099	PARTS AND MATERIALS	330,000	330,000	450,000	450,000
54103	GASOLINE (VEHICLE)	6,700	3,700	6,800	6,800
54118	OFFICE SUPPLIES	6,000	6,000	6,200	6,400
54128	GASOLINE (OPERATING)	0	150	500	500
54129	DIESEL (OPERATING)	3,000	2,000	3,200	3,300
54323	INSURANCE DEDUCTIBLE	0	1,457	0	0
Materials and Supplies Total		345,700	343,307	466,700	467,000
Other					
51141	PROFESSIONAL DEVELOPMENT	19,000	11,000	33,000	33,000
59003	ADVERTISING	2,000	2,000	1,500	1,500
59048	LUNCHEONS	650	195	650	650
59059	MEMBERSHIP	1,340	1,340	3,550	1,150
59080	FLEET EQUIP MAINTENANCE	7,000	7,000	9,000	9,000
59241	SPECIAL PROGRAMS	0	0	5,000	5,000
59248	DISPOSAL SITE CHARGE	2,000	2,700	2,100	2,200
59993	EQUIPMENT CAPITAL CONTRIBUTION	7,090	7,090	6,419	6,419
Other Total		39,080	31,325	61,219	58,919
Salaries and Wages					
51083	REGULAR SALARIES	1,308,317	1,177,444	1,336,365	1,367,396
51084	OVERTIME SALARIES	40,000	70,000	40,000	40,000
51090	SHIFT DIFFERENTIAL	9,000	9,000	9,800	9,800
Salaries and Wages Total		1,357,317	1,256,444	1,386,165	1,417,196

# Costing Center Budget Summary

Costing Center: WATER TREATMENT FACILITY

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
Utilities				
53025 HEAT	150,000	150,000	180,500	240,000
53046 POWER	365,000	300,000	395,000	415,000
53130 TELEPHONE	4,591	3,591	4,415	4,415
53295 RADIO COSTS	126	335	118	118
Utilities Total	519,717	453,926	580,033	659,533
<b>Total Expenditures</b>	<b>3,821,846</b>	<b>3,699,415</b>	<b>4,077,629</b>	<b>4,718,666</b>
<b>Net Total</b>	<b>(3,821,846)</b>	<b>(3,699,415)</b>	<b>(4,077,629)</b>	<b>(4,718,666)</b>
<b>Percentage Change</b>			<b>6.69%</b>	

# Costing Center Budget Summary

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Costing Center: UTILITY STORAGE GARAGE

**Division:** WATER AND  
WASTEWATER  
**Department:** BUILDING  
MAINTENANCE - Utilities  
**Stage:** Approved

**Budget Year:** 2022  
**Accounting Reference:** 1786  
**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 Underground Utilities section of Public Works.

## Comments:

This building, built in 2019, is approximately 12,800 square feet (160 x 80). As the building is at the end of the line there is higher water consumption as the drinking water line needs to be flushed weekly to maintain water quality.

## Outlook:

# Costing Center Budget Summary

Costing Center: UTILITY STORAGE GARAGE

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
<b>Expenditures</b>				
Contract Services				
52015    CONTRACTS	2,082	2,412	2,470	2,514
Contract Services Total	2,082	2,412	2,470	2,514
Materials and Supplies				
54099    PARTS AND MATERIALS	500	159	250	250
Materials and Supplies Total	500	159	250	250
Utilities				
53025    HEAT	8,713	6,213	7,906	8,103
53150    WATER	1,000	2,000	2,021	2,071
Utilities Total	9,713	8,213	9,927	10,174
<b>Total Expenditures</b>	<b>12,295</b>	<b>10,784</b>	<b>12,647</b>	<b>12,938</b>
<b>Net Total</b>	<b>(12,295)</b>	<b>(10,784)</b>	<b>(12,647)</b>	<b>(12,938)</b>
<b>Percentage Change</b>			<b>2.86%</b>	

# Costing Center Budget Summary

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Costing Center: OPERATIONS BY-LAW UT

**Division:** WATER AND  
WASTEWATER  
**Department:** OPERATIONS UTILITIES  
**Stage:** Approved

**Budget Year:** 2022  
**Accounting Reference:** 1798  
**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 Public Works departments with public education and compliance of the By-laws relating to the various operations. Due to a vacancy in this position in the summer of 2021, the new employee will spend 2022 focusing on all areas of Sanitation in an effort to reduce contamination and bin placement. Grease inspections within commercial establishments will also incur later during the year, with the hopes to educate and bring awareness to the desire to reduce the number of backups that occur within the sewer system each year.

## Outlook:

# Costing Center Budget Summary

Costing Center: OPERATIONS BY-LAW UT

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
<b>Expenditures</b>				
Benefits				
51122 BOOT ALLOWANCE	61	61	61	61
Benefits Total	61	61	61	61
Materials and Supplies				
54099 PARTS AND MATERIALS	100	100	100	100
54103 GASOLINE (VEHICLE)	2,140	1,060	2,500	2,500
Materials and Supplies Total	2,240	1,160	2,600	2,600
Other				
59080 FLEET EQUIP MAINTENANCE	1,500	1,500	2,250	2,250
59993 EQUIPMENT CAPITAL CONTRIBUTION	1,764	1,764	1,544	1,544
Other Total	3,264	3,264	3,794	3,794
Salaries and Wages				
51083 REGULAR SALARIES	29,038	16,164	27,806	29,305
Salaries and Wages Total	29,038	16,164	27,806	29,305
Utilities				
53130 TELEPHONE	196	202	192	192
53295 RADIO COSTS	32	31	29	29
Utilities Total	228	233	221	221
<b>Total Expenditures</b>	<b>34,831</b>	<b>20,882</b>	<b>34,482</b>	<b>35,980</b>
<b>Net Total</b>	<b>(34,831)</b>	<b>(20,882)</b>	<b>(34,482)</b>	<b>(35,980)</b>
<b>Percentage Change</b>			<b>(1.00%)</b>	

# Costing Center Budget Summary

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Costing Center: DOMESTIC SEWER MAINS

**Division:** WATER AND  
WASTEWATER  
**Department:** OPERATIONS UTILITIES  
**Stage:** Approved

**Budget Year:** 2022  
**Accounting Reference:** 1788  
**Manager:** Pam Richardson

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## Description:

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

## Comments:

Contracted rehabilitation of sewer manholes that have deteriorated is budgeted every year. In 2022 and 2023 seven manhole locations are planned to be restored.

## Outlook:



# Costing Center Budget Summary

Costing Center: DOMESTIC SEWER MAINS

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
<b>Expenditures</b>				
Contract Services				
52015 CONTRACTS	94,563	94,563	0	0
Contract Services Total	94,563	94,563	0	0
Materials and Supplies				
54062 LIABILITY CLAIMS	0	642	0	0
54099 PARTS AND MATERIALS	12,000	19,000	15,000	15,000
54104 DIESEL (VEHICLE)	12,000	12,000	12,000	12,000
54125 DIESEL EXHAUST FLUID	100	360	250	250
Materials and Supplies Total	24,100	32,002	27,250	27,250
Other				
59080 FLEET EQUIP MAINTENANCE	22,500	22,500	28,750	28,750
59967 RESTORATION	1,000	7,731	3,000	3,000
59993 EQUIPMENT CAPITAL CONTRIBUTION	71,339	71,339	61,828	61,828
Other Total	94,839	101,570	93,578	93,578
Utilities				
53150 WATER	2,000	2,500	2,200	2,200
Utilities Total	2,000	2,500	2,200	2,200
<b>Total Expenditures</b>	<b>215,502</b>	<b>230,635</b>	<b>123,028</b>	<b>123,028</b>
<b>Net Total</b>	<b>(215,502)</b>	<b>(230,635)</b>	<b>(123,028)</b>	<b>(123,028)</b>
<b>Percentage Change</b>			<b>(42.91%)</b>	

# Costing Center Budget Summary

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Costing Center: DOMESTIC SEWER SERVICES

**Division:** WATER AND  
WASTEWATER

**Budget Year:** 2022

**Department:** OPERATIONS UTILITIES

**Accounting Reference:** 1783

**Stage:** 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 calendar year. A new internal process was implemented in 2020 which provides accurate historical data as the City continues to grow.

## Outlook:

# Costing Center Budget Summary

Costing Center: DOMESTIC SEWER SERVICES

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
<b>Expenditures</b>				
Contract Services				
52015 CONTRACTS	0	2,299	0	0
Contract Services Total	0	2,299	0	0
Materials and Supplies				
54062 LIABILITY CLAIMS	100,000	90,000	95,000	95,000
54099 PARTS AND MATERIALS	7,000	3,500	6,000	6,000
54104 DIESEL (VEHICLE)	9,000	1,600	2,300	2,300
54125 DIESEL EXHAUST FLUID	50	50	25	25
Materials and Supplies Total	116,050	95,150	103,325	103,325
Other				
59080 FLEET EQUIP MAINTENANCE	31,000	31,000	26,750	26,750
59967 RESTORATION	7,500	7,500	5,000	5,000
59993 EQUIPMENT CAPITAL CONTRIBUTION	92,172	92,172	86,940	86,940
Other Total	130,672	130,672	118,690	118,690
<b>Total Expenditures</b>	<b>246,722</b>	<b>228,121</b>	<b>222,015</b>	<b>222,015</b>
<b>Net Total</b>	<b>(246,722)</b>	<b>(228,121)</b>	<b>(222,015)</b>	<b>(222,015)</b>
<b>Percentage Change</b>			<b>(10.01%)</b>	

# Costing Center Budget Summary

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Costing Center: HYDRANTS

**Division:** WATER AND  
WASTEWATER

**Budget Year:** 2022

**Department:** OPERATIONS UTILITIES

**Accounting Reference:** 1782

**Stage:** 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 1,500 hydrants that the department maintains in the City.

## Outlook:

# Costing Center Budget Summary

Costing Center: HYDRANTS

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
<b>Revenues</b>				
Other Income				
47990    RECEIPTS - UTILITY	301,200	259,000	305,800	305,800
Other Income Total	301,200	259,000	305,800	305,800
<b>Total Revenues</b>	<b>301,200</b>	<b>259,000</b>	<b>305,800</b>	<b>305,800</b>
<b>Expenditures</b>				
Contract Services				
52015    CONTRACTS	0	5,254	10,000	10,000
Contract Services Total	0	5,254	10,000	10,000
Materials and Supplies				
54099    PARTS AND MATERIALS	70,000	43,000	70,000	70,000
54104    DIESEL (VEHICLE)	2,000	2,500	2,500	2,500
Materials and Supplies Total	72,000	45,500	72,500	72,500
Other				
59080    FLEET EQUIP MAINTENANCE	5,000	5,000	7,000	7,000
59967    RESTORATION	2,500	5,039	3,000	3,000
59993    EQUIPMENT CAPITAL CONTRIBUTION	7,640	7,640	6,622	6,622
Other Total	15,140	17,679	16,622	16,622
<b>Total Expenditures</b>	<b>87,140</b>	<b>68,433</b>	<b>99,122</b>	<b>99,122</b>
<b>Net Total</b>	<b>214,060</b>	<b>190,567</b>	<b>206,678</b>	<b>206,678</b>
<b>Percentage Change</b>			<b>(3.45%)</b>	

# Costing Center Budget Summary

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Costing Center: UTILITY SUPERVISION

**Division:** WATER AND  
WASTEWATER  
**Department:** OPERATIONS UTILITIES  
**Stage:** Approved

**Budget Year:** 2022  
**Accounting Reference:** 1785  
**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 2021 census, which will be released in early 2022, 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 and will work towards continued education and training to achieve as per the Provincial regulations.

# Costing Center Budget Summary

Costing Center: UTILITY SUPERVISION

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
<b>Expenditures</b>				
Benefits				
51100 UNIFORMS	2,200	3,178	4,000	4,000
51122 BOOT ALLOWANCE	2,778	2,778	2,778	2,778
51123 PROTECTIVE CLOTHING	5,000	7,500	7,000	7,000
51285 MEDICALS	1,000	1,000	1,500	1,500
Benefits Total	10,978	14,456	15,278	15,278
Contract Services				
52015 CONTRACTS	1,940	2,130	5,765	5,765
52028 GENERAL INSURANCE	1,133	1,133	2,147	2,189
52032 VEHICLE INSURANCE	731	731	620	620
Contract Services Total	3,804	3,994	8,532	8,574
Equipment Purchases				
54410 EQUIPMENT PURCHASES	0	6,082	11,500	0
Equipment Purchases Total	0	6,082	11,500	0
Materials and Supplies				
54099 PARTS AND MATERIALS	3,500	4,250	3,500	3,500
54103 GASOLINE (VEHICLE)	3,300	3,300	3,700	3,700
Materials and Supplies Total	6,800	7,550	7,200	7,200
Other				
51141 PROFESSIONAL DEVELOPMENT	34,550	20,940	67,226	51,026
59059 MEMBERSHIP	1,919	1,919	3,129	3,129
59080 FLEET EQUIP MAINTENANCE	4,000	4,000	5,250	5,250
59248 DISPOSAL SITE CHARGE	1,000	2,400	2,500	2,500
59993 EQUIPMENT CAPITAL CONTRIBUTION	3,150	3,150	2,730	2,730
Other Total	44,619	32,409	80,835	64,635
Salaries and Wages				
51083 REGULAR SALARIES	1,916,506	1,673,249	1,941,454	1,953,094
51084 OVERTIME SALARIES	100,000	100,000	100,000	100,000
51090 SHIFT DIFFERENTIAL	250	100	125	125
Salaries and Wages Total	2,016,756	1,773,349	2,041,579	2,053,219
Transfers to/from Internal Accounts				
59334 INTERNAL CHARGES	0	0	3,759	2,385
Transfers to/from Internal Accounts Total	0	0	3,759	2,385
Utilities				
53130 TELEPHONE	3,836	6,409	3,637	3,637
53295 RADIO COSTS	1,449	1,406	1,351	1,351
Utilities Total	5,285	7,815	4,988	4,988
<b>Total Expenditures</b>	<b>2,088,243</b>	<b>1,845,655</b>	<b>2,173,672</b>	<b>2,156,280</b>
<b>Net Total</b>	<b>(2,088,243)</b>	<b>(1,845,655)</b>	<b>(2,173,672)</b>	<b>(2,156,280)</b>
<b>Percentage Change</b>			<b>4.09%</b>	

# Costing Center Budget Summary

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Costing Center: WATER MAINS

**Division:** WATER AND  
WASTEWATER  
**Department:** OPERATIONS UTILITIES  
**Stage:** Approved

**Budget Year:** 2022  
**Accounting Reference:** 1777  
**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 Budget Summary

Costing Center: WATER MAINS

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
<b>Expenditures</b>				
Contract Services				
52015 CONTRACTS	40,000	47,000	50,000	50,000
52049 LABORATORY TESTING	7,800	700	2,600	2,600
Contract Services Total	47,800	47,700	52,600	52,600
Equipment Purchases				
54410 EQUIPMENT PURCHASES	14,125	0	16,000	10,000
Equipment Purchases Total	14,125	0	16,000	10,000
Materials and Supplies				
54099 PARTS AND MATERIALS	60,000	55,000	50,000	50,000
54103 GASOLINE (VEHICLE)	7,000	8,500	8,000	8,000
54104 DIESEL (VEHICLE)	25,000	25,000	26,000	26,000
54125 DIESEL EXHAUST FLUID	120	270	150	150
54880 GRAVEL	23,200	23,200	23,200	23,200
Materials and Supplies Total	115,320	111,970	107,350	107,350
Other				
59080 FLEET EQUIP MAINTENANCE	80,000	80,000	83,500	81,500
59967 RESTORATION	40,000	40,000	30,000	30,000
59993 EQUIPMENT CAPITAL CONTRIBUTION	119,541	119,541	92,408	99,235
Other Total	239,541	239,541	205,908	210,735
Transfers to/from Internal Accounts				
59001 SHOP RATE CHARGES	1,500	1,500	1,000	1,000
Transfers to/from Internal Accounts Total	1,500	1,500	1,000	1,000
<b>Total Expenditures</b>	<b>418,286</b>	<b>400,711</b>	<b>382,858</b>	<b>381,685</b>
<b>Net Total</b>	<b>(418,286)</b>	<b>(400,711)</b>	<b>(382,858)</b>	<b>(381,685)</b>
<b>Percentage Change</b>			<b>(8.47%)</b>	

# Costing Center Budget Summary

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Costing Center: WATER METERS

**Division:** WATER AND  
WASTEWATER

**Budget Year:** 2022

**Department:** OPERATIONS UTILITIES

**Accounting Reference:** 1779

**Stage:** Approved

**Manager:** Pam Richardson

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## Description:

This cost center captures the repair and servicing costs for water meters.

## Comments:

The department uses handheld reading devices and transmitters in the vehicle to capture water meter readings from households and establishments during each month. Data captured assists administration with water billing amounts, and can trigger when repair or further investigation is required.

## Outlook:

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

# Costing Center Budget Summary

Costing Center: WATER METERS

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
<b>Expenditures</b>				
Contract Services				
52015 CONTRACTS	6,150	5,896	0	0
52028 GENERAL INSURANCE	896	896	0	0
Contract Services Total	7,046	6,792	0	0
Equipment Purchases				
54410 EQUIPMENT PURCHASES	0	5,381	15,000	0
Equipment Purchases Total	0	5,381	15,000	0
Materials and Supplies				
54099 PARTS AND MATERIALS	93,150	115,000	120,000	120,000
54103 GASOLINE (VEHICLE)	8,000	10,500	9,000	9,000
54104 DIESEL (VEHICLE)	180	180	100	100
Materials and Supplies Total	101,330	125,680	129,100	129,100
Other				
59080 FLEET EQUIP MAINTENANCE	12,500	12,500	16,000	16,000
59993 EQUIPMENT CAPITAL CONTRIBUTION	11,510	11,510	9,975	9,975
Other Total	24,010	24,010	25,975	25,975
Transfers to/from Internal Accounts				
59334 INTERNAL CHARGES	1,938	1,938	0	0
Transfers to/from Internal Accounts Total	1,938	1,938	0	0
<b>Total Expenditures</b>	<b>134,324</b>	<b>163,801</b>	<b>170,075</b>	<b>155,075</b>
<b>Net Total</b>	<b>(134,324)</b>	<b>(163,801)</b>	<b>(170,075)</b>	<b>(155,075)</b>
<b>Percentage Change</b>			<b>26.62%</b>	

# Costing Center Budget Summary

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Costing Center: WATER SERVICES

**Division:** WATER AND  
WASTEWATER

**Budget Year:** 2022

**Department:** OPERATIONS UTILITIES

**Accounting Reference:** 1787

**Stage:** 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 during winter months. There are currently 195 locations identified that require this service to be completed. Locations have been categorized and will be completed by internal staff and through contractor over the next 4 years. It is estimated that internal staff will be repairing 128, 65% of the locations, leaving the remaining 67, 35% to be contracted out.

## Outlook:

# Costing Center Budget Summary

Costing Center: WATER SERVICES

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
<b>Revenues</b>				
Other Income				
47999 REVENUE	50,000	50,000	50,000	50,000
Other Income Total	50,000	50,000	50,000	50,000
<b>Total Revenues</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>Expenditures</b>				
Contract Services				
52015 CONTRACTS	100,000	22,535	350,000	250,000
52032 VEHICLE INSURANCE	170	170	176	0
52050 LEAD TESTING	1,000	1,000	1,000	1,000
52081 EXTERNAL EQUIPMENT RENTAL	10,000	12,144	0	0
Contract Services Total	111,170	35,849	351,176	251,000
Materials and Supplies				
54099 PARTS AND MATERIALS	35,000	35,000	40,000	40,000
54103 GASOLINE (VEHICLE)	1,800	2,300	2,500	2,500
54104 DIESEL (VEHICLE)	10,000	10,000	11,000	11,000
54125 DIESEL EXHAUST FLUID	125	125	80	80
Materials and Supplies Total	46,925	47,425	53,580	53,580
Other				
59080 FLEET EQUIP MAINTENANCE	21,800	21,800	26,500	26,500
59855 FROZEN WATER SERVICES	75,000	31,000	50,000	50,000
59967 RESTORATION	30,000	76,913	45,000	45,000
59993 EQUIPMENT CAPITAL CONTRIBUTION	56,753	56,753	49,217	49,217
Other Total	183,553	186,466	170,717	170,717
Transfers to/from Internal Accounts				
59997 TRANSFER FR RESERVES	(100,000)	(100,000)	(100,000)	0
Transfers to/from Internal Accounts Total	(100,000)	(100,000)	(100,000)	0
<b>Total Expenditures</b>	<b>241,648</b>	<b>169,740</b>	<b>475,473</b>	<b>475,297</b>
<b>Net Total</b>	<b>(191,648)</b>	<b>(119,740)</b>	<b>(425,473)</b>	<b>(425,297)</b>
<b>Percentage Change</b>			<b>122.01%</b>	

# Costing Center Budget Summary

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Costing Center: WATER VALVES

**Division:** WATER AND  
WASTEWATER

**Budget Year:** 2022

**Department:** OPERATIONS UTILITIES

**Accounting Reference:** 1781

**Stage:** 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 watermain 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 Budget Summary

Costing Center: WATER VALVES

	2021 Approved Budget	2021 Revised Budget	2022 Current Budget	2023 Forecast
<b>Expenditures</b>				
Contract Services				
52015 CONTRACTS	0	3,484	0	0
Contract Services Total	0	3,484	0	0
Materials and Supplies				
54099 PARTS AND MATERIALS	30,000	29,960	25,000	25,000
54104 DIESEL (VEHICLE)	9,000	9,000	9,000	9,000
54125 DIESEL EXHAUST FLUID	40	160	100	100
Materials and Supplies Total	39,040	39,120	34,100	34,100
Other				
59080 FLEET EQUIP MAINTENANCE	12,500	12,500	15,500	15,500
59967 RESTORATION	2,500	2,500	2,000	2,000
59993 EQUIPMENT CAPITAL CONTRIBUTION	23,748	23,748	20,581	20,581
Other Total	38,748	38,748	38,081	38,081
<b>Total Expenditures</b>	<b>77,788</b>	<b>81,352</b>	<b>72,181</b>	<b>72,181</b>
<b>Net Total</b>	<b>(77,788)</b>	<b>(81,352)</b>	<b>(72,181)</b>	<b>(72,181)</b>
<b>Percentage Change</b>			<b>(7.21%)</b>	