

STACKS

THE CORPORATION OF THE  
CITY OF CHATHAM

REVISED BUDGET

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# CITY OF CHATHAM

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CITY OF CHATHAM

REVISED BUDGET

1984

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BUDGET REPORT

MARCH 5, 1984

YOUR WORSHIP AND MEMBERS OF COUNCIL, AS  
CHAIRMAN OF THE BUDGET COMMITTEE OF COUNCIL IT IS MY  
HONOUR TO SUBMIT TO YOU FOR YOUR CONSIDERATION, THE  
REVISED 1984 CURRENT AND CAPITAL BUDGETS.

THE 1984 BUDGET IS THE EARLIEST THAT A BUDGET  
HAS BEEN DELIVERED IN THE CITY OF CHATHAM THAT I CAN  
RECALL. THERE ARE MANY BENEFITS IN ESTABLISHING A  
BUDGET EARLY IN THE YEAR SUCH AS:

- THE COUNCIL HAS MORE CONTROL OVER THE  
MONEY WHICH IS SPENT AND IS ABLE TO  
PROVIDE DIRECTION AT AN EARLIER STAGE IN  
THE YEAR.
- DEPARTMENT HEADS HAVE AN OPPORTUNITY TO  
PLAN THE YEAR'S WORK EARLIER KNOWING  
WHAT DIRECTION THE COUNCIL WISHES TO  
PURSUE.
- IT PROVIDES MORE LEAD TIME FOR CON-  
STRUCTION PROJECTS AND THE TENDERING  
PROCESS, BOTH IN THE CURRENT AND CAPITAL  
WORKS BUDGETS.



IDEALLY THE BUDGET SHOULD BE PREPARED IN DECEMBER FOR THE FOLLOWING YEAR. HOWEVER, AS A RESULT OF THE PROVINCIAL GRANTS, FINAL ASSESSMENT AMOUNTS AND OTHER EXTERNAL BUDGETS NOT BEING KNOWN UNTIL MID TO THE END OF FEBRUARY THIS APPEARS TO BE THE EARLIEST PRACTICABLE DATE THAT A BUDGET CAN BE SUBMITTED.

THE BUDGET PROCESS INVOLVING THE WHOLE OF THE COUNCIL, WHICH WAS STARTED IN 1983, WAS CONTINUED THIS YEAR. ONE FULL WEEK OF DELIBERATIONS, STARTING AT 9:00 A.M. EACH MORNING, WAS SPENT IN ARRIVING AT THE DRAFT BUDGET CURRENTLY IN FRONT OF YOU. I WOULD AGAIN REITERATE THAT I FEEL THAT IT IS MOST BENEFICIAL HAVING THE WHOLE COUNCIL INVOLVED IN THE BUDGET PROCESS, AS THIS IS THE POLICY MAKING SESSION OF THE COUNCIL BOTH FOR THE CURRENT YEAR AND FIVE YEAR PERIOD.

IN PREPARING THE 1984 BUDGET A REVIEW OF THE HISTORICAL AND CURRENT POPULATION GROWTH, REVENUE AND ASSESSMENT WAS UNDERTAKEN. THE DEPARTMENT HEADS WERE AGAIN REQUESTED BY THE CITY MANAGER TO PREPARE BUDGETS BASED ON THE TOTAL NEEDS OF THE DEPARTMENT AS DETERMINED BY THE DEPARTMENT HEAD, WITH A SERIES OF PRIORITIZED REDUCTIONS TO ACHIEVE A 5% and 0% INCREASE OVER 1983 EXPENDITURES. IT MUST BE EMPHASIZED THAT THE BUDGETING PROCESS OF THE DEPARTMENT HEADS IS NOT A



SIMPLE MATTER OF PREPARING A PERCENTAGE INCREASE OVER THE PREVIOUS YEARS ALLOTMENT. EACH DEPARTMENT MUST JUSTIFY THE NEED, THE RESOURCES REQUIRED AND THE COST OF ALL ITEMS IN THEIR BUDGET SUBMISSIONS. THIS FORMAT PROVIDES COUNCIL WITH MUCH ADDITIONAL INFORMATION ON WHICH THEY CAN BASE A DECISION AS TO WHETHER OR NOT THE LEVEL, TYPE AND COST OF SERVICE IS NECESSARY.

ANOTHER MAJOR CHANGE IN THE 1984 BUDGET IS THE FUNCTIONALIZING OF THE ITEMS TO THE INDIVIDUAL DEPARTMENTS. ITEMS SUCH AS INSURANCE, TRAVEL AND TRAINING, BUILDING MAINTENANCE, ALL PROFESSIONAL SERVICES INCLUDING LEGAL AND UTILITIES, HAVE BEEN CHARGED TO THE DEPARTMENTS WHICH ARE GENERATING THE EXPENSE. THIS METHOD PROVIDES COUNCIL WITH THE TRUE COST OF PROVIDING EACH OF THE INDIVIDUAL SERVICES.

THE CITY WAS VERY FORTUNATE TO HAVE RECEIVED AN APPROPRIATION OF APPROXIMATELY \$2.0M IN 1983 THROUGH PROVINCIAL AND FEDERAL MAKE WORK PROGRAMS. THE GRANTS PROVIDED AN OPPORTUNITY FOR A NUMBER OF CITY DEPARTMENTS, BOARDS AND COMMISSIONS, INCLUDING THE POLICE, LIBRARY AND HORTICULTURAL SOCIETY TO UNDERTAKE MANY WORTHWHILE PROJECTS EMPLOYING APPROXIMATELY 175 PEOPLE. THESE PROGRAMS HAVE HAD AN EFFECT IN OFF-SETTING FUTURE MAINTENANCE EXPENSES AND STAFFING REQUIREMENTS.



IN REVIEWING THE 1984 BUDGET, CERTAIN DEPARTMENTS REQUESTED THAT INDIVIDUALS UNDER THE MAKE WORK PROGRAMS BE CONTINUED ON FULL TIME STAFF. WHILE THE COUNCIL APPRECIATES THE ASSISTANCE THAT THE FEDERAL MAKE WORK PROGRAMS HAVE BEEN TO THE CITY, A DECISION WAS MADE THAT NO ADDITIONAL STAFF WOULD BE MAINTAINED FROM THE GRANT PROGRAMS. THE COUNCIL IS PLEASED TO NOTE THAT THE FULL-TIME STAFF COMPLEMENT IN THE 1984 BUDGET IS LESS THAN THAT IN 1982. AGAIN, IT MUST BE EMPHASIZED THAT THE ADMINISTRATION MUST ACTIVELY PURSUE ALL GRANTS AND SUBSIDIES IN ORDER TO MINIMIZE THE BUDGET REQUIREMENTS.

THE PROVINCE, THROUGH BILL 111 HAS PASSED GUIDELINES FOR WAGE SETTLEMENTS IN 1984. THE GUIDELINES LIMIT THE MAXIMUM INCREASE FOR ANY WORKING GROUP TO 5%. THE COUNCIL RECOGNIZING THE NEED FOR CONTINUED RESTRAINT HAS PROVIDED FOR A 5% INCREASE IN WAGES AND BENEFITS FOR ALL EMPLOYEES AND COUNCIL.

THE INCREASE IN MILL RATE OVER THE LAST FIVE YEARS HAS BEEN SIGNIFICANTLY LOWER THAN THE RISE IN INFLATION.



DURING THE PERIOD 1977 to 1983 THE MILL RATE HAS INCREASED BY \$41.2% DURING THE SAME PERIOD THE INCREASE IN CONSUMER PRICE INDEX HAS BEEN 75.5%. IN ORDER TO MAINTAIN THE SAME LEVEL OF SERVICE FOR THE CITIZENS OF CHATHAM, WITH DECREASING DOLLAR PURCHASING POWER THE ONLY ALTERNATIVES ARE IMPROVING PRODUCTIVITY AND REVENUE.

#### DRAFT BUDGET

THE DRAFT BUDGET WHICH THE COMMITTEE AS A WHOLE REVIEWED WOULD HAVE RESULTED IN AN INCREASE IN EXPENDITURES OF \$3,329,296.00 or 30.1% OVER THE 1982 NET EXPENDITURES. THIS WOULD HAVE RESULTED IN AN INCREASE IN THE RESIDENTIAL MILL RATE OF 30.288 MILLS OR \$121.15 PER HOUSEHOLD, BASED ON A \$4,000.00 ASSESSMENT. AFTER ONE WEEK OF DELIBERATION THE COUNCIL REDUCED THE 1984 DRAFT REQUESTS BY \$2,486,918.00

RESULTING IN A NET LEVY FOR MUNICIPAL PURPOSES OF \$12,309,051.00. THIS TRANSLATES TO A RESIDENTIAL MILL RATE OF 121.762, WHICH IS 9.898 MILLS HIGHER THAN 1983 OR 8.85%. THE 1984 INCREASE IS LESS THAN 1983, WHICH WAS 10.5% OR 10.657 MILLS.



THIS WILL RESULT IN AN INCREASE OF \$39.59 ON  
AN AVERAGE RESIDENTIAL ASSESSMENT OF \$4,000.

AS PART OF THE 1984 BUDGET THE COUNCIL HAS PROVIDED \$189,000.00 TO PAY OFF A NUMBER OF UNDER-FINANCED CAPITAL PROJECTS. THESE PROJECTS INVOLVED LOCAL IMPROVEMENTS SIDEWALKS AND THE GRAND AVENUE PUMP STATION. IN TOTAL THIS AMOUNTED TO APPROXIMATELY TWO MILLS ON THE 1984 LEVY.

THE COUNCIL IN FOLLOWING THE POLICY ESTABLISHED IN 1983 PROVIDED AN AMOUNT OF APPROXIMATELY \$226,200.00 FOR VEHICLE AND EQUIPMENT REPLACEMENT. THIS AMOUNTS TO APPROXIMATELY 2½ MILLS ON THE 1984 LEVY.

THIS ACTION WAS APPROVED BY COUNCIL IN DECEMBER 1983, AND PROVIDES A METHOD FOR LEVELLING THE IMPACT ON FUTURE BUDGETS FOR THE REPLACEMENT OF VEHICLES.

THE TWO BUDGET AREAS WHICH THE COUNCIL HAS PROVIDED FOR IN 1984 INVOLVE PUBLIC WORKS AND RECREATION.



NO NEW MAJOR PROJECTS ARE CONTEMPLATED FOR THE 1984 CURRENT OR CAPITAL WORKS BUDGET, HOWEVER THERE ARE A NUMBER OF PROJECTS WHICH WERE APPROVED IN 1983 WHICH WILL BE CARRIED FORWARD SUCH AS:

- a) THE COMPLETION OF MCNAUGHTON AVENUE, ROAD RECONSTRUCTION, PHASE II, FROM TAYLOR AVENUE TO THE EASTERLY CITY LIMITS.
- b) THE INSTALLATION OF SANITARY SEWERS ON SASS ROAD AND COLBORNE STREET TO SERVE THE EXISTING INDUSTRIAL LAND AS WELL AS PROVIDING AN OUTLET FOR AN AREA WHICH IS CURRENTLY ON SEPTIC TANK.
- c) THE CONTINUATION OF THE ONTARIO NEIGHBOURHOOD IMPROVEMENT PROGRAM, PHASE II.

THE 1984 BUDGET CONTAINED A NUMBER OF ITEMS WHICH WERE OF NECESSITY DELETED FROM THE BUDGET, BUT ITEMS THAT THE COUNCIL FELT THAT SERVICE CLUBS MAY BE INTERESTED IN, AS A CLUB PROJECT.



COUNCIL-IN-COMMITTEE REPORT

MARCH 3, 1984

- 8 -

IT IS, THEREFORE, THE RECOMMENDATION OF THE COUNCIL THAT THE CITY MANAGER PREPARE A LIST OF ITEMS WHICH WERE CUT FROM THE 1984 BUDGET TO BE CIRCULATED TO ALL THE SERVICE CLUBS, IN ANTICIPATION THAT THEY WILL TAKE ON SOME OF THE ITEMS AS A CLUB PROJECT.

I ALSO WISH TO POINT OUT THAT THIS BUDGET DOES NOT INCLUDE ANY EXPENDITURES FOR EDUCATIONAL PURPOSES. THIS IS THE RESPONSIBILITY OF THE ELECTED BOARDS OF EDUCATION.

THANK YOU.

The Council-In-Committee recommend the following to Council:

1. "That the Fire Department be authorized to hire one additional fire fighter to bring the strength of the Department up to 54."
2. "That the Board of Police Commissioners be requested to make the following changes to their 1984 current budget:
  - a) "That they defer the establishment of a \$75,000.00 reserve fund for a computer which is proposed for purchase in 1985."
  - b) "That the budget be amended to reflect a \$12,350.00 grant under the Joint Emergency Planning Program for the acquisition of four radios and an emergency power generator."

Your Committee recommends that the Council give the Police Commission a commitment that funds will be available in 1985 for the acquisition of a computer subject to the results of the Ontario Police Commission Task Force findings.



# COUNCIL-IN-COMMITTEE REPORT

1

MARCH 5, 1984

The details of the draft budget were reviewed item by item and the recommendations of Council-In-Committee have been noted.

As a result, the draft estimates of expenditures amounting to \$21,348,261.00 were reduced by \$2,486,918.00 to \$18,861,343.00, which is for general municipal purposes.

The draft revenues amounting to \$6,970,953.00 were decreased by \$418,661.00 to \$6,552,292.00 leaving \$12,309,051.00 to be raised by taxation.

The result of the adjustments is a final RESIDENTIAL Mill Rate of 121.762, and a final COMMERCIAL Mill Rate of 143.249.

<u>YEAR</u>	<u>COMMERCIAL</u>	<u>RESIDENTIAL</u>
1983	131.605	111.864
1984 Revised	143.249	121.762
<u>Increase</u>	11.644	9.898

The resulting mill rate will have an affect of increasing the taxes by \$39.59 on a property with a residential assessment of \$4,000.00.

The Council-In-Committee recommend the following to Council:

1. "That the Fire Department be authorized to hire one additional fire fighter to bring the strength of the Department up to 54."
2. "That the Board of Police Commissioners be requested to make the following changes to their 1984 current budget:
  - a) "That they defer the establishment of a \$75,000.00 reserve fund for a computer which is proposed for purchase in 1985."
  - b) "That the budget be amended to reflect a \$10,000.00 grant under the Joint Emergency Planning Program for the acquisition of four radios and an emergency power generator."

Your Committee recommends that the Council give the Police Commission a commitment that funds will be available in 1985 for the acquisition of a computer subject to the results of the Ontario Police Commission Task Force findings.



3. "That the bus fares for adults, students and seniors be increased by \$.05 effective Monday, March 12, 1984."
4. "That the handibus fare be increased by \$.25 effective Monday, March 12, 1984."
5. "That an amount of \$2500.00 be allocated for the control of pigeons in the Downtown Area provided that it is matched by an equal amount from the Business Improvement Area."
6. "That the 1984 Budget of the Downtown Chatham on The Thames be adopted in the amount of \$50,000.00."
7. "That all grants which are paid by the City of Chatham and subsidized by the Ministry of Community and Social Services be made subject to full subsidy being approved by the Ministry."
8. "That the cost of indigent funerals be increased by 5%."
9. "That the operators of Domiciliary Homes be granted a 5% per diem rate increase effective January 1, 1984, and that the necessary agreement be prepared for approval by the Chatham City Council."
10. "That the rate paid to the Red Cross Society, Homemakers Branch, be increased by 5% effective January 1, 1984, and that the necessary Agreement be prepared for approval by the Chatham City Council."
11. "That the Chatham Women's Centre Incorporated be granted a 5% increase in the per diem rate for 1984 and that the schedule attached to the existing Agreement be amended accordingly. The change to be effective January 1, 1984."
12. "That an hourly rate increase of 5% be granted to the Chatham-Kent and Family Services, and that the necessary Agreement be prepared for approval by the Chatham City Council."
13. "That the Day Nursery Rates be increased on April 2, 1984 and September 3, 1984 as follows:

	<u>PRESENT FEES</u>	<u>APRIL 2/84</u>	<u>SEPT. 3/84</u>
Full day, Per Child	\$13.00	\$14.00	\$15.00
Half day with noon meal	8.75	9.00	9.25
Half day without noon meal	6.75	7.00	7.25
Hourly rate	1.20	1.35	1.50
Noon meal	1.25	1.40	1.55



14. "That the current policy of providing a discount rate for additional children in a family be discontinued effective April 2, 1984."
15. "That the Council approve an amount of \$20,000.00 for a Purchase of Service Agreement with Village Day Care Centre subject to the following:
  - (a) That fall subsidy is available from the Ministry of Community and Social Services,
  - (b) That an Agreement is prepared for the service which is subject to Chatham City Council approval."
16. "That Theatre Kent be granted \$1,000.00 in a rent reduction at the Chatham Cultural Centre during the year 1984."
17. "That the Council approve a grant of \$36,175.00 to the Chatham Chamber of Commerce for the provision of Tourism Promotion, subject to an Agreement being prepared setting forth the terms and conditions upon which the service will be rendered."
18. "That the budget for parking facilities in the amount of a \$39,384.00 credit be adopted."
19. "That the five year Capital Works Budget for the period 1984 to 1988 inclusive, in the amount of \$22,701,000.00 with a net of \$11,907,000.00 to be debentured, be adopted."
20. "That the projects in the amount of \$1,888,000.00 be approved and submitted to the Ontario Municipal Board for approval."
20. "That the budget report of March 5, 1984 be adopted."

HJT/hh



## CITY OF CHATHAM

A

## COMPARISON OF 1983 AND 1984 BUDGETS

	1983 Net Expenditures	1984 Gross Expenditures	1984 Revenue	1984 Net Expenditures	Increase Or (Decrease)	Percentage Increase (Decrease)
General Government	2,178,153	2,237,064	159,314	2,077,750	(100,403)	(4.8)
Protection To Persons And Property	5,315,810	6,368,465	955,148	5,413,317	97,507	1.8
Transportation Services	2,610,603	4,782,147	1,628,623	3,153,524	542,921	20.8
Environmental Services	3,321,463	3,495,573	144,871	3,350,702	29,239	0.9
Conservation of Health	238,669	427,460	135,400	292,060	53,391	22.4
Social And Family Services	940,907	4,053,717	3,150,695	903,022	(37,885)	(4.2)
Recreation And Community Services	1,716,639	2,865,613	904,020	1,961,593	244,954	14.3
Community Planning And Development	1,179,933	1,748,549	584,555	1,163,994	(15,939)	(1.4)
Financial Expenses	338,393	369,200		369,200	30,807	9.1
	17,840,570	26,347,788	7,662,626	18,685,162	844,592	4.7
Education	8,454,689	8,961,202	98,770	8,862,432	407,743	4.8
	26,295,259	35,308,990	7,761,396	27,547,594	1,252,335	4.8
Revenue	6,792,558		6,619,426	6,619,426	173,132	2.6
Taxation	19,502,701		20,928,168	20,928,168	(1,425,467)	(7.3)
	26,295,259		27,547,594	27,547,594	(1,252,335)	(4.8)



## CITY OF CHATHAM

## 1984 - 1983 MILL RATES

	Mill Rates 1984	Mill Rates 1983	Increase In Mills	Increase As A%	Effect On \$4,000.00 Assessment
<u>Elementary</u> - Residential	49.162	45.109	4.053	9.0	16.21
- Commercial	57.837	53.069	4.768	9.0	
<u>Secondary</u> - Residential	36.062	34.264	1.798	5.3	7.19
- Commercial	42.426	40.310	2.116	5.3	
<u>Separate</u> - Residential	49.385	46.305	3.080	6.7	12.32
- Commercial	58.100	54.477	3.623	6.7	
<u>General</u> - Residential	121.762	111.864	9.898	8.9	39.59
- Commercial	143.249	131.605	11.644	8.9	
<u>Residential Public Total</u>					
- Elementary	49.162	45.109	4.053	9.0	16.21
- Secondary	36.062	34.264	1.798	5.3	7.19
- Education	85.224	79.373	5.851	7.4	23.40
- General	121.762	111.864	9.898	8.9	39.59
- TOTAL	206.986	191.237	15.749	8.2	62.99
<u>Residential Separate Total</u>					
- Elementary	49.385	46.305	3.080	6.7	12.32
- Secondary	36.062	34.264	1.798	5.3	7.19
- Education	85.447	80.569	4.878	6.1	19.51
- General	121.762	111.864	9.898	8.9	39.59
- TOTAL	207.209	192.433	14.776	7.7	59.10
<u>Commercial Public Total</u>					
- Elementary	57.837	53.069	4.768	9.0	
- Secondary	42.426	40.310	2.116	5.3	
- Education	100.263	93.379	6.884	7.4	
- General	143.249	131.605	11.644	8.9	
- TOTAL	243.512	224.984	18.528	8.2	
<u>Commercial Separate Total</u>					
- Elementary	58.100	54.477	3.623	6.7	
- Secondary	42.426	40.310	2.116	5.3	
- Education	100.526	94.787	5.739	6.1	
- General	143.249	131.605	11.644	8.9	
- TOTAL	243.775	226.392	17.383	7.7	



## COMPARISON OF TAX RATES 1970 - 1983

C

		EDUCATION				GENERAL RATE		TOTAL			
		COMMERCIAL		RESIDENTIAL		PUBLIC OR SEPARATE		COMMERCIAL		RESIDENTIAL	
		Public	Separate	Public	Separate	Com.	Res.	Public	Separate	Public	Separate
1970	Draft	51.759	50.811	46.584	45.731	64.502	58.669	116.261	115.313	105.253	104.400
	Revised	51.759	50.811	46.584	45.731	60.801	54.968	112.560	111.612	101.552	100.699
1971	Draft	37.058	39.248	33.353	35.324	65.364	59.598	102.423	104.612	92.951	94.921
	Revised	37.058	39.248	33.353	35.324	68.101	62.335	105.159	107.349	95.688	97.659
1972	Draft	31.688	35.868	28.520	32.281	69.771	62.490	101.459	105.639	91.010	94.771
	Revised	31.688	35.868	28.520	32.281	69.228	61.946	100.916	105.096	90.466	94.227
1973	Draft	34.840	34.760	31.356	31.284	79.096	70.998	113.936	113.856	102.354	102.282
	Revised	34.840	34.760	31.356	31.284	61.525	52.228	96.365	96.285	83.584	83.512
1974	Draft	35.562	34.460	32.006	31.014	78.064	67.333	113.626	112.524	99.339	98.347
	Revised	35.562	34.460	32.006	31.014	67.229	56.498	102.791	101.689	88.504	87.512
1975	Draft	42.115	38.681	37.904	34.812	91.019	80.845	133.134	129.700	118.749	115.657
	Revised	42.115	38.681	37.904	34.812	78.299	66.555	120.414	116.980	104.459	101.367
1976	Draft	52.862	50.975	47.576	45.877	87.370	74.265	140.232	138.345	121.841	120.142
	Revised	52.862	50.975	47.576	45.877	81.929	69.640	134.791	132.904	117.216	115.517
1977	Draft	57.593	57.538	51.834	51.784	100.912	85.775	158.505	158.450	137.609	137.559
	Revised	57.593	57.538	51.834	51.784	93.184	79.207	150.777	150.722	131.041	130.991
1978	Draft	63.274	63.412	56.946	57.070	85.980	73.084	149.254	149.392	130.030	130.154
	Revised	63.274	63.412	56.946	57.070	93.184	79.207	156.458	156.596	136.153	136.277
1979	Draft	67.163	68.778	60.446	61.900	98.981	84.134	166.143	167.759	144.581	146.034
	Revised	67.163	68.778	60.446	61.900	96.702	82.197	163.865	165.480	142.643	144.097
1980	Draft	78.631	78.799	66.837	66.979	107.942	91.750	186.574	186.741	158.588	158.730
	Revised	78.631	78.799	66.837	66.979	96.702	82.197	175.333	175.501	149.034	149.176
1981	Draft	84.815	84.945	72.093	72.203	133.635	113.589	218.450	218.579	185.682	185.792
	Revised	84.815	84.945	72.093	72.203	111.389	94.681	196.204	196.334	166.774	166.884
1982	Draft	93.069	91.800	79.110	78.030	152.272	129.431	245.341	244.072	208.541	207.461
	Revised	93.069	91.800	79.110	78.030	119.067	101.207	212.136	210.867	180.317	179.237
1983	Draft	93.379	94.787	79.373	80.569	147.977	119.067	241.356	242.764	198.440	199.636
	Revised	93.379	94.787	79.373	80.569	131.605	111.864	224.984	226.392	191.237	192.433
1984	Draft	100.263	100.526	85.224	85.447	167.238	142.152	267.499	267.764	227.376	227.599
	Revised	100.263	100.526	85.224	85.447	143.249	121.762	243.512	243.775	206.986	207.209

## COMPARISON OF ASSESSMENTS USED FOR CALCULATIONS

## OF TAX RATES 1953 TO 1983

YEAR	PUBLIC SCHOOL	ROMAN CATHOLIC SEPARATE SCHOOL	TOTAL EDUCATION	LESS EXEMPT FOR GENERAL PURPOSES	ASSESSMENTS FOR GENERAL PURPOSES	RESIDENTIAL	RESIDENTIAL PERCENT OF TOTAL	COMMERCIAL
1953	31,152,187	3,168,596	34,320,783	2,366,250	31,954,533			
1954	31,985,769	3,144,788	35,130,557	2,319,850	32,810,707			
1955	32,384,639	3,221,225	35,605,864	2,319,850	33,286,014			
1956	34,052,096	3,469,503	37,521,599	2,411,500	35,110,999			
1957	34,884,655	3,513,095	38,397,750	2,411,500	35,986,250	17,518,825	45.6%	18,467,425
1958	35,868,266	3,395,591	39,263,857	1,353,180	37,910,677	18,055,150	45.6%	19,855,527
1959	40,710,095	4,412,682	45,123,677	1,024,800	44,098,877	21,865,120	48.5%	22,233,757
1960	42,647,559	5,192,321	47,839,880	1,024,800	46,815,080	23,683,560	49.5%	23,131,520
1961	43,338,200	5,583,200	48,921,820	1,024,800	47,897,020	24,109,840	49.3%	23,787,180
1962	43,861,560	5,882,280	49,743,840		49,743,840	24,731,220	49.7%	25,012,620
1963	44,595,200	6,023,710	50,618,910		50,618,910	25,091,450	49.6%	25,527,460
1964	45,039,865	6,247,690	51,287,555		51,287,555	25,744,600	50.2%	25,542,955
1965	45,905,755	6,853,630	52,759,385		52,759,385	26,569,240	50.4%	26,190,145
1966	47,573,990	7,145,800	54,719,790		54,719,790	27,307,650	49.9%	27,412,140
1967	51,356,270	7,620,760	58,977,030		58,977,030	28,365,370	48.1%	30,611,660
1968	52,245,905	7,770,125	60,316,030		60,316,030	29,324,610	48.6%	30,991,420
1969	52,296,455	8,170,885	61,467,340		61,467,340	30,566,810	49.7%	30,900,530
1970	55,174,715	8,647,000	63,821,715		63,821,715	32,164,075	50.4%	31,657,640
1971	57,745,920	8,671,465	66,417,385		66,417,385	33,462,500	50.4%	32,954,885
1972	58,352,590	9,031,505	67,384,095		67,384,095	34,543,485	51.3%	32,840,610
1973	58,569,216	9,199,869	67,769,085		67,769,085	36,179,260	53.4%	31,589,825
1974	60,970,511	9,779,169	70,749,680		70,749,680	38,726,180	54.7%	32,023,500
1975	63,790,133	10,669,032	74,459,165		74,459,165	40,843,390	54.9%	33,615,775
1976	65,556,905	11,390,895	76,947,800		76,947,800	43,484,850	56.5%	33,462,950
1977	66,569,915	12,219,570	78,789,485		78,789,485	45,019,820	57.1%	33,769,665
1978	68,678,005	13,309,630	81,987,635		81,987,635	47,338,405	57.7%	34,649,230
1979	71,928,315	14,115,770	86,044,085		86,044,085	49,990,845	58.1%	36,053,240
1980	73,923,045	14,726,160	88,649,205		88,649,205	50,832,690	57.3%	37,816,515
1981	73,537,961	15,153,744	88,691,705		88,691,705	51,791,023	58.4%	36,900,682
1982	75,295,639	15,516,389	90,812,028		90,812,028	52,527,469	57.8%	38,284,559
1983	77,482,795	15,934,430	93,417,225		93,417,225	53,095,703	56.8%	40,321,522
1984	77,495,730	16,421,356	93,917,086		93,917,086	53,264,515	56.7%	40,652,571



FUNCTION GENERAL GOVERNMENT  
PROGRAM  
ACTIVITY OVERVIEW

DEPARTMENT  
ACCOUNT NO. 21000-28000

CITY OF CHATHAM  
CURRENT BUDGET

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
21100	MAYOR AND COUNCIL	81,498	81,765	83,865	85,944	94,328	89,434
21200	UNCLASSIFIABLE	675,527	672,564	234,860	239,340	247,673	243,673
21300	ELECTIONS	0	38,920	0	0	0	0
21400	BUILDING MAINTENANCE	640,016	666,113	658,439	664,148	732,952	675,919
21500	TREASURY	535,190	763,279	700,378	822,295	763,551	757,291
21600	CLERK'S	260,744	224,385	229,804	248,925	259,255	251,240
21700	MANAGER'S	184,107	124,725	135,475	135,409	137,020	140,540
21800	PERSONNEL	36,883	70,765	103,870	105,982	106,839	78,967
TOTAL		2,413,965	2,642,516	2,146,691	2,302,043	2,341,618	2,237,064

REVENUE							
TOTAL		(82,582)	(137,020)	(219,048)	(214,620)	(159,314)	(159,314)

NET REQUIREMENT		2,331,383	2,505,496	1,927,643	2,087,423	2,182,304	2,077,750
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FUNCTION GENERAL GOVERNMENT  
PROGRAM MAYOR AND COUNCIL  
ACTIVITY CITY GOVERNMENT

DEPARTMENT  
ACCOUNT NO. 21101-21145

CITY OF CHATHAM  
CURRENT BUDGET

#### STATEMENT OF PURPOSE

The legislative function of Chatham's municipal government is represented by City Council. This body has the ultimate responsibility for determining under provincial legislation how much money shall be gathered yearly from the citizens and businesses in Chatham and how this money shall be spent in accordance with what the Mayor and Aldermen believe to be the wishes of their constituents and in the best interests of the City as a whole.

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

**Mayor and Council Honourarium** 21101  
The amount budgeted here is the same as 1983 plus an allowance for 5% increase.  
Mayor \$ 24,752.00  
Council - \$6,760.00 x 7 47,320.00  
\$ 72,072.00

**Mayor and Council Pensions** 21105  
This amount represents the Canada Pension Plan contributions made on behalf of the Mayor and Council and also R.R.E.S. payments made on behalf of the Mayor. The amount budgeted in 1984 is \$2,368.00. \$936.00

**Medicals** 21106  
The amount budgeted for provides a full medical package for the Mayor. \$ 1,520.00 \$ 0.00

**Unemployment Insurance** 21107  
The amount budgeted here is the City's portion of the Unemployment Insurance paid on behalf of the Mayor. \$ 650.00 \$ 0.00

**Workmen's Compensation** 21108  
This amount represents the premium paid on behalf of the Mayor. \$ 550.00 \$ 0.00

**Mayor's Car Allowance** 21110  
This amount provides for a car allowance to be paid to the Mayor. The amount shown reflects a 5% increase over the amount provided for in 1983, and is equal to 12 months at \$140.00 per month. The amount requested for 1984 is \$1,680.00. \$ 2,000.00

**Mayor and Council Travel** 21111  
This account is intended to pay for all of the travelling expenses of the Mayor and Council in 1984. The amount requested for 1984 is \$8,750.00.

**Mayor and Council Accident Insurance** 21113  
This policy covers and Mayor and Council while they are on City business. The amount requested for this account is \$276.00.

**Associations, Memberships and Subscriptions** 21130  
The amount budgeted for 1984 is equal to actual 1983 expenditures plus 5%. The amount is \$2,650.00.

**Receptions, Gifts and Flowers** 21131  
This account is used to pay for those receptions or gifts which Council decides should be sponsored or given by the City. The amount budgeted is equal to the 1983 expenditure plus 5%. The amount requested for 1984 is \$2,750.00.

**New Furniture and Equipment** 21445  
Two side chairs \$ 856.00 \$ 0.00  
One small walnut table for guest book 214.00 0.00  
\$ 1,070.00 \$ 0.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	8	8	8	8
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS	8	8	8	8



<b>FUNCTION</b>	GENERAL GOVERNMENT	<b>DEPARTMENT</b>		<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	MAYOR AND COUNCIL	<b>ACCOUNT NO.</b>	21001-21145	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	CITY GOVERNMENT			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
21101	MAYOR AND COUNCIL HONOURIUM	65,374	65,357	68,646	68,643	72,072	72,072
21105	PENSIONS			840		2,360	936
21106	MEDICALS					1,520	0
21107	UNEMPLOYMENT INSURANCE					650	0
21108	WORKMENS COMPENSATION					550	0
21110	MAYOR'S CAR ALLOWANCE	1,248	1,608	1,600	1,600	1,680	2,000
21111	MAYOR AND COUNCIL TRAVEL	7,655	8,633	6,878	8,500	8,750	8,750
21113	MAYOR AND COUNCIL ACCIDENT INSURANCE	144	144	276	276	276	276
21130	ASSOCIATIONS, MEMBERSHIPS AND SUBSCRIPTIONS	890	2,683	2,495	2,950	2,650	2,650
21131	RECEPTIONS, GIFTS & FLOWERS	6,187	3,340	2,648	3,675	2,750	2,750
21145	NEW FURNITURE AND EQUIPMENT			482	300	1,070	0
SUB		81,498	81,765	83,865	85,944	94,328	89,434
TOTAL		81,498	81,765	83,865	85,944	94,328	89,434

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0

<b>NET REQUIREMENT</b>	81,498	81,765	83,865	85,944	94,328	89,434
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<b>FUNCTION</b>	GENERAL GOVERNMENT	<b>DEPARTMENT</b>	UNCLASSIFIABLE	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	GENERAL ADMINISTRATION	<b>ACCOUNT NO.</b>	21212-21216	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	CITY GOVERNMENT			

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Legal and Special Fees

21212

In 1983, all professional services were budgeted for in this account with the exception of Planning. In the 1984 budget all specific legal and special fees are functionalized. Only charges by the City Solicitor that cannot be allocated to any one particular account and bank charges for automatic payroll deposit will be charged here.

\$ 16,000.00

##### Insurance

21213

The amount included here reflects the actual expenditures to be incurred for 1984 and is detailed as follows:

Fidelity Bond &amp; Legal Expense

\$ 1,260.00

Non Owned Auto

527.00

Municipal Liability

35,967.00

Errors and Omissions

2,119.00

Total

\$ 39,873.00

##### Telephone

21214

This account provides for the telephone services and equipment charges including regular service, long distance charges, and the rental of watts lines which provides long distance service in the 519, 416, and 705 areas. It also provides for changes and modifications to equipment when required. As there are no proposed rate increases anticipated by Bell Canada at this time, this amount can remain at the 1983 expenditure. The amount requested for 1984 is \$82,000.00.

##### Postage

21215

This account provides for the purchase of postage, the cost for the supply of a courier service, and the postage meter rental charges, as well as telecommunications charges as required. The amount requested for 1984 is \$33,000.00

##### Printing and Stationery

21216

This account provides for the purchase of all office supplies and stationery, outside printing forms, envelopes, tax bills, cheques, and letter head stationery. It also provides for the purchase of bulk paper supply for six photocopy machines, toner, typewriter ribbons and lift-off tapes. Although there has been an increase of approximately six per cent in printing and stationery costs, the amount budgeted in 1984 has been reduced as word processing, data processing supplies and paper will be charged to individual department accounts.

Printing costs

\$ 23,000.00

Stationery supplies

31,800.00

Speedy Mailers

2,000.00

Total Budget

\$ 56,800.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b>	GENERAL GOVERNMENT	<b>DEPARTMENT</b>	UNCLASSIFIED	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	GENERAL ADMINISTRATION	<b>ACCOUNT NO.</b>	21212-21216	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>				

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
21212	LEGAL AND SPECIAL FEES	16,645	11,463	16,600	16,600	16,000	16,000
21213	INSURANCE	28,718	27,759	34,024	37,495	39,873	39,873
21214	TELEPHONE	63,409	73,443	75,547	77,115	82,000	82,000
21215	POSTAGE	29,143	31,583	37,619	33,580	33,000	33,000
21216	PRINTING AND STATIONARY	59,776	53,523	56,409	54,550	56,800	56,800
SUB		197,691	197,771	220,199	219,340	227,673	227,673
TOTAL		197,691	197,771	220,199	219,340	227,673	227,673

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0

<b>NET REQUIREMENT</b>	197,691	197,771	220,199	219,340	227,673	227,673
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<b>FUNCTION</b>	GENERAL GOVERNMENT	<b>DEPARTMENT</b> UNCLASSIFIABLE	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	GENERAL ADMINISTRATION	<b>ACCOUNT NO.</b> 21217-21231	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	CITY GOVERNMENT		

# HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

## General Advertising

21217

REMOVED  
This account provides for the purchase of all media advertising, both local and out of town for such purposes as tender calls, personnel requirements, public notices and proclamations. This account also provides for the purchase of gifts and souvenir items which are used by the Mayor, Council and Administration for public relations purposes. The amount requested for these requirements in 1984 is the same amount as requested in 1983.

Budget

\$ 20,000.00 \$ 16,000.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b>	GENERAL GOVERNMENT
<b>PROGRAM</b>	GENERAL ADMINISTRATION
<b>ACTIVITY</b>	

<b>DEPARTMENT</b>	UNCLASSIABLE
<b>ACCOUNT NO.</b>	21217-21228

<b>CITY OF CHATHAM</b>
<b>CURRENT BUDGET</b>

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
21217	GENERAL ADVERTISING	20,401	19,655	14,661	20,000	20,000	16,000
21226	CIVIC CENTRE DEBT PRINCIPAL	136,000	149,000	0	0	0	0
21227	INTEREST	319,838	306,138	0	0	0	0
21228	DEBENTURE DISCOUNT	1,597		0		0	0
SUB		477,836	474,793	14,661	20,000	20,000	16,000
TOTAL		675,527	672,564	234,860	239,340	247,673	243,673

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0

<b>NET REQUIREMENT</b>	675,527	672,564	234,860	239,340	247,673	243,673
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FUNCTION	GENERAL GOVERNMENT	DEPARTMENT	CLERK'S	CITY OF CHATHAM
PROGRAM	CIVIC CENTRE	ACCOUNT NO.	21401-21425	CURRENT BUDGET
ACTIVITY	BUILDING MAINTENANCE			

#### STATEMENT OF PURPOSE

To continue an ongoing program of maintenance of the Civic Centre. A realistic maintenance program protects the Municipality's investment in this major asset.

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Maintenance Staff's Salaries and Benefits a/c 21401

Provides for the salaries of 3 staff members, who maintain the building and grounds. The estimated 1984 expenditures, include a projected increase of 5% over 1983 salaries:

Salaries	a/c 21401		\$64,300.00
Pensions	a/c 21405		5,603.00
Medicals	a/c 21406		5,715.00
Unemployment Insurance	a/c 21407		1,750.00
Workmen's Compensation	a/c 21408		1,370.00
Heat, Light and Water	a/c 21422		\$94,540.00
Gas		\$34,366.00	
Hydro		57,264.00	
Water		<u>2,910.00</u>	
Janitorial Services	a/c 21423		\$17,200.00
Contract		\$16,740.00	
Cleaning carpeting		<u>460.00</u>	
Janitorial Supplies	a/c 21424		\$ 2,600.00
Disinfectants		\$ 850.00	
Paper Towels and Tissues		1,150.00	
Soaps and Miscellaneous		<u>600.00</u>	
Insurance	a/c 21425		\$ 3,261.00
Building and Contents		\$ 1,658.00	
Boiler		<u>1,603.00</u>	

#### DETAILED WORK PROGRAMS:

The three members of the Maintenance Staff are responsible for the following:

1. Responsible for the maintenance of the cooling and heating system.
2. Clean patio, walks and sidewalks.
3. Look after the security of the building, especially on week-ends and holidays.
4. Make minor repairs to building fixtures and equipment.
5. Move partitions at Civic Centre, when offices are being rearranged.
6. Raise flags for special occasions.
7. Clean glass and steel partitions.
8. Maintain ladies and mens washrooms.
9. Pick up and take mail to the Post Office.
10. Minor electrical and plumbing repairs.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	3.0	3.0	3.0	3.0
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS	3.0	3.0	3.0	3.0



<b>FUNCTION</b>	GENERAL GOVERNMENT	<b>DEPARTMENT</b>	CLERK'S	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	CIVIC CENTRE	<b>ACCOUNT NO.</b>	21401-21425	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	BUILDING MAINTENANCE			

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
21401 MAINTENANCE SALARIES	55,597	62,789	60,513	63,022	64,300	64,300
21405 MAINTENANCE PENSIONS	5,525	5,230	4,689	4,525	5,603	5,603
21406 MAINTENANCE MEDICALS	3,314	4,263	5,263	5,490	5,715	5,715
21407 MAINTENANCE U.I.C.	898	1,013	1,660	1,650	1,750	1,750
21408 MAINT WORKMEN'S COMP	653	771	1,190	1,150	1,370	1,370
21422 HEAT, LIGHT AND WATER	74,431	70,521	87,287	81,650	94,540	94,540
21423 JANITORIAL SERVICES	16,944	15,982	16,386	16,425	17,200	17,200
21424 JANITORIAL SUPPLIES	1,958	1,603	2,419	2,600	2,600	2,600
21425 INSURANCE (FIRE, BOILER)	5,366	4,465	3,911	4,900	3,261	3,261
SUB	164,686	166,637	183,318	181,412	196,339	196,339
<b>TOTAL</b>	164,686	166,637	183,318	181,412	196,339	196,339

REVENUE					
4994 I.L.A.P.		(19,810)			
SUB	0	(19,810)	0	0	0
<b>TOTAL</b>	0	(19,810)	0	0	0

<b>NET REQUIREMENT</b>	164,686	146,827	183,318	181,412	196,339	196,339
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FUNCTION	GENERAL GOVERNMENT	DEPARTMENT	CLERK'S	CITY OF CHATHAM
PROGRAM	CIVIC CENTRE	ACCOUNT NO.	21426-21438	CURRENT BUDGET
ACTIVITY	BUILDING MAINTENANCE			

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Debenture Principal a/c 21426 \$155,000.00  
 Civic Centre #1 - 45,000. final payment 1995  
 Civic Centre #2 - 70,000. final payment 1996  
 Civic Centre #3 - 40,000. final payment 1997

Debenture Interest a/c 21427 \$276,785.00

Building Maintenance & Repairs a/c 21438

Elevator Maintenance	\$ 2,288.00	\$ 2,288.00	
Paper Rentals	600.00	600.00	
Heating & air condition maintenance	10,000.00	6,000.00	
Electrical supplies & repairs	4,000.00	5,000.00	
Plumbing repairs	2,200.00		
	<del>\$19,088.00</del>		\$ 13,888.00

2 Compressors - Fire Hall Roof	\$ 2,000.00	\$ 0.00	
- Civic Centre	2,000.00	0.00	
2 Water cut-off switches	1,000.00	0.00	
2 Butterfly Flow Valves	1,500.00	0.00	
Tile - 2nd floor corridor	4,200.00	0.00	
	<del>\$10,700.00</del>		\$ 0.00

Repair leaks in roof and patio doors	\$ 7,000.00	\$ 0.00	
Repair ramp - Civic Centre parking	8,000.00	0.00	
Repair windows 11 - 48" x 112" units	(1) 3,900.00	7,000.00	
Repair windows 15 - 48" x 48" units	(1) 3,700.00		
Repair windows 42 - 48" x 48" units	(1) 7,200.00	0.00	
Change locks - cylinders & keys	(2) 4,545.00	0.00	
Emergency lighting system	1,695.00	1,695.00	
	<del>\$36,040.00</del>		\$ 8,695.00
General Reduction			(\$ 1,583.00)

## Notes:

- (1) To remove units, clean out existing caulking, remove existing sills and shim with metal shims, to shim up existing window frames, to recaulk and install new glazing tape and new gaskets.
- (2) This expenditure is required to make the building more secure especially during evenings, weekends and holidays.

Modifications to Heating & Air Conditioning  
 (as recommended by VanderWester & Rutherford)

## Report Item

7.1.2	Alteration to duct work	\$ 7,000.00		
7.1.2	Rebalance air supply system	8,000.00		
7.1.4(A)	Correct radiation controls	150.00		
(B)	Relocate thermostats	2,850.00		
7.1.5	Aircondition system for computer	8,000.00		
7.1.7	Relocate air cooled condenser on roof	6,000.00	<del>\$32,000.00</del>	\$24,000.00
	Total Estimates a/c 21438		<del>\$97,828.00</del>	\$45,000.00

## STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984







FUNCTION	GENERAL GOVERNMENT	DEPARTMENT	CLERK'S	CITY OF CHATHAM
PROGRAM	CIVIC CENTRE	ACCOUNT NO.	21445-21499	CURRENT BUDGET
ACTIVITY				

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

## Furniture and Equipment, New a/c 21445

1 10' x 41' solid white oak table for Council Chambers	\$ 2,720.00	\$ 0.00	
2 Bookcases for conference room	<del>1,200.00</del>	120.00	
	\$ <del>3,900.00</del>		\$ 120.00

## Note:

If plastic laminated table and bookcases are purchased this account may be reduced by \$1,400.

## Civic Centre Miscellaneous a/c 21499

Certificates and frames	\$ 1,000.00	\$1,000.00	
Plants, flowers and fertilizer	500.00	500.00	
Flags	400.00	400.00	
Council's photo	425.00	0.00	
Musical background music	526.00	526.00	
First aid and other	249.00	249.00	
	\$ <del>3,700.00</del>		\$ 2,675.00

## Revenue

## Rental of Civic Centre a/c 4551

Water Board	\$ 35,229.96		
Delmar Food Service	3,639.96		
Others	64.08		\$ 38,934.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION	GENERAL GOVERNMENT	DEPARTMENT	TREASURY	CITY OF CHATHAM
PROGRAM	GENERAL ADMINISTRATION	ACCOUNT NO.		CURRENT BUDGET
ACTIVITY	CITY GOVERNMENT		21501-21508	

# STATEMENT OF PURPOSE

To account for all revenues and expenditures incurred by the Corporation, and to provide financial information to all City Departments and Council,

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

### Salaries

21501

This amount includes a provision of 5% as a 1984 general increase. The amount expected to be incurred in 1984 given the present staff complement is \$465,130.00

C.O.E.D. Program

47,343.00

Total

\$ 512,473.00

### Pensions

21505

This amount includes a provision which will allow for a 5% general increase in salaries plus the annual lump sum payment to be paid to OMERS in the fall of each year. The amount in 1984 is \$44,560.00.

### Medicals

21506

Included in this amount are the premiums paid for OHIP, Long Term Disability Insurance, Semi-Private Hospital Care, Extended Care, Vision Care, Dental Insurance and Group Life Insurance. The 1984 Budget has been prepared on the basis of the 5% general wage and salary increase and also on the basis of projected percentage increases in the applicable areas. The expenditure expected to be incurred for medicals in 1984 is \$31,880.00.

### Unemployment Insurance

21507

Provision has been made in this account for a 5% general increase. The 1984 expenditure expected to be incurred for Unemployment Insurance is \$13,770.00.

### Workmens Compensation

21508

The amount included in this account for 1984 is based on the Workmens Compensation rate as given by the Workmens Compensation Board. Also taken into consideration is the 5% general increase in wages and salaries. The expenditure expected to be incurred in 1984 is \$9,140.00.

### C.O.E.D. Program

Under this program the department intends to undertake projects totalling \$49,490.00. As such, account numbers 21501, 21505 and 21507 have been increased by \$49,490.00, and account number 4341 reflects the same amount as revenue.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	15.8	17.7	17.2	17
UNSCHEDULED SALARIED POSITIONS	3.8	2.5	2.5	2.7
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS	19.6	20.2	19.7	19.7



<b>FUNCTION</b>	GENERAL GOVERNMENT	<b>DEPARTMENT</b>	TREASURY	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	GENERAL ADMINISTRATION	<b>ACCOUNT NO.</b>	21501-21508	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	CITY GOVERNMENT			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'M REQUESTED	APPROVED BY COUNCIL
21501	SALARIES	359,069	467,207	442,000	544,772	512,473	512,473
21505	PENSIONS	34,349	52,186	43,037	46,555	44,560	44,560
21506	MEDICALS	21,542	26,410	29,895	33,050	31,880	31,880
21507	UNEMPLOYMENT INSURANCE	5,837	7,100	10,671	11,475	13,770	13,770
21508	WORKMEN'S COMPENSATION	4,248	5,656	13,913	7,740	9,140	9,140
SUB		425,045	558,559	539,516	643,592	611,823	611,823
TOTAL		425,045	558,559	539,516	643,592	611,823	611,823

REVENUE							
4991	C.O.E.D.			(66,000)	(66,000)	(49,490)	(49,490)
4994	O.E.I.P.		(26,974)				
4994	I.L.A.P.		(588)				
4341	MUNICIPAL ACTION 85			(1,500)	(1,500)		
SUB		0	(27,562)	(67,500)	(67,500)	(49,490)	(49,490)
TOTAL		0	(27,562)	(67,500)	(67,500)	(49,490)	(49,490)

<b>NET REQUIREMENT</b>	425,045	530,997	472,016	576,092	562,333	562,333
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FUNCTION	GENERAL GOVERNMENT	DEPARTMENT	TREASURY (2)	CITY OF CHATHAM
PROGRAM	GENERAL ADMINISTRATION	ACCOUNT NO.		CURRENT BUDGET
ACTIVITY	CITY GOVERNMENT		21511-21530	

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Travel and Training

		21511
Municipal Clerks and Treasurer's Convention	\$ 650.00	
Municipal Finance Officers Association Seminar (2 people)	1,000.00	
Ontario Public Buyers Association Annual Workshop and Conference	500.00	
I.B.M. User Group Meetings involving the Cities of Chatham, Sarnia, and Cambridge	200.00	
Municipal Information Systems Association Conference	850.00	
General Computer Training	1,000.00	
General Travel assigned to Treasury staff at the request of the City Council or the City Manager	500.00	
Total Budget		\$ 4,700.00

##### Legal and Special Fees

		21512
In this account we budget for all of the professional services which are required by the City Treasury during the year. Included in this account are fees for the following:		
City Auditor	\$41,150.00	
Credit Bureau	5,000.00	
Brinks	11,700.00	
Tax Sale Costs	1,500.00	
Total		\$ 59,350.00

##### Insurance

		21513
The amount included here reflects the actual expenditures to be incurred for 1984 and is detailed as follows:		
Money and Securities	\$ 3,135.00	
Computer Systems	823.00	
Total		\$ 3,958.00

##### Printing & Stationery

		21516
This represents supplies for the computer such as printer ribbons, stock tab paper, diskettes and other miscellaneous supplies required in 1984.		
		\$ 8,000.00

##### Associations, Memberships and Subscription Fees

		21530
Ontario Public Buyers Association	\$ 75.00	
Municipal Information Systems Association	150.00	
Association of Municipal Tax Collectors of Ontario	45.00	
Association of Municipal Clerks and Treasurers- City Treasurer	100.00	
Credit Bureau of Chatham	70.00	
Subscriptions to computer related publications	100.00	
C.G.A. - City Treasurer	200.00	
C.A. - Deputy-City Treasurer	400.00	
Total		\$ 1,140.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION	GENERAL GOVERNMENT	DEPARTMENT	TREASURY (3)	CITY OF CHATHAM
PROGRAM	GENERAL ADMINISTRATION	ACCOUNT NO.		CURRENT BUDGET
ACTIVITY	CITY GOVERNMENT		21535-21545	

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Equipment Rental

21535

This account provides for the rental costs and lease costs of various equipment used in the department as follows:

I.B.M. Present System (Data input station, terminal rent and Bell line 1 month)	5,950.00	\$ 2,000.00
Photo Copier Rental (1 machine including rental, copy charges, supplies and maintenance)	4,150.00	4,150.00
Total	\$10,100.00	\$ 6,150.00

Furniture and Equipment Maintenance

21537

This account provides for the maintenance of accounting equipment.

Calculators, dictaphones, typewriters	\$ 2,000.00	
Personal computers and bursting machine	1,000.00	
I.B.M. computer maintenance	12,500.00	
Total		\$ 15,500.00

New Furniture and Equipment

21545

General Treasury - new furniture

One credenza storage unit for Treasury Secretary	\$ 430.00	\$ 0.00
One pamphlet holder information rack for main lobby reception desk	270.00	0.00
One space heater for reception area	110.00	0.00
Drapes for offices	1,280.00	1,280.00
Drapes for computer room	1,500.00	0.00
One automatic cheque signer	1,390.00	1,390.00
	\$ 4,980.00	\$ 2,670.00

Computer Furniture

Two terminal desks	\$1,500.00
Two printer desks	\$1,000.00
Two ergonomic chairs	\$1,000.00
Other - (Anti-glare filters for selected computer terminals and document holders for computer operators)	\$ 500.00
	\$4,000.00

I.B.M. System 36 Lease  
To provide for the lease costs related to our new computer system in 1984, we request an amount of \$40,000.

\$44,000.00	\$ 44,000.00
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Total New Furniture &amp; Equipment

\$48,980.00	\$ 46,670.00
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STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b>	GENERAL GOVERNMENT	<b>DEPARTMENT</b>	TREASURY	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	GENERAL ADMINISTRATION	<b>ACCOUNT NO.</b>	21535-21545	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	CITY GOVERNMENT			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
21535	EQUIPMENT RENTAL	53,015	61,991	73,911	72,984	10,100	6,150
21537	FURNITURE AND EQUIPMENT MAINTENANCE	6,757	8,470	6,215	9,070	15,500	15,500
21545	NEW FURNITURE AND EQUIPMENT	1,174	63,939	11,312	22,208	48,980	46,670
In 1983, the amount of \$25,759.00 was encumbered against account number 21537.							
SUB		60,946	134,400	91,438	104,262	74,580	68,320
TOTAL		535,190	763,279	700,378	822,295	763,551	757,291

REVENUE							
4772	TREASURERS FEES	(4,115)	(7,213)	(7,857)	(7,450)	(8,922)	(8,922)
SUB		(4,115)	(7,213)	(7,857)	(7,450)	(8,922)	(8,922)
TOTAL		(4,115)	(34,775)	(75,357)	(74,950)	(58,412)	(58,412)

<b>NET REQUIREMENT</b>		531,075	728,504	625,021	747,345	705,139	698,879
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FUNCTION	GENERAL GOVERNMENT	DEPARTMENT	CLERK'S	CITY OF CHATHAM
PROGRAM	GENERAL ADMINISTRATION	ACCOUNT NO.	21601-21608	CURRENT BUDGET
ACTIVITY	CITY GOVERNMENT			

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Salaries a/c 21601

These estimates include a provision for a 5% increase over the 1983 actual salaries of the present staff. Due to the additional workload caused by the assumption of the licensing function and additional responsibilities involved with the passing of the new Planning Act, we are recommending that the student employed in this Department last summer be engaged for 16 weeks in 1984 for the period May through August, to relieve for regular staff vacations, at an additional \$3,288, which may be subsidizable through a government program. This addition to the staff could also be utilized in purging the existing files in preparation for the institution of the proposed colour coding filing system and microfilming. Total Estimates \$188,994.00. \$185,794.00

##### Pensions a/c 21605

This amount includes a provision which will allow for a 5% general increase in salaries plus the annual lump sum payment to be paid to OMERS in the fall of each year. The amount in 1984 is \$21,330.00.

##### Medicals a/c 21606

Included in this amount are the premiums paid for OHIP, Long Term Disability Insurance, Semi-Private Hospital Care, Extended Care, Vision Care, Dental Insurance and Group Life Insurance. The 1984 Budget has been prepared on the basis of the 5% general wage and salary increase and also on the basis of projected percentage increases in the applicable areas. The expenditure expected to be incurred for medicals in 1984 is \$12,531.00.

##### Unemployment Insurance a/c 21607

Provision has been made in this account for 1984 increases in U.I.C. rates. The 1984 expenditure expected to be incurred for Unemployment Insurance is \$4,190.00.

##### Workmens Compensation a/c 21608

The amount included in this account for 1984 is based on the workmens compensation rate as given by the Workmens Compensation Board. Also taken into consideration is the 5% general increase in wages and salaries. The expenditure expected to be incurred in 1984 is \$3,353.

STAFF COMPLEMENT	1981 7.0	1982 7.0	1983 6.7	1984 7.3
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS	7.0	7.0	6.7	7.3
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b>	GENERAL GOVERNMENT	<b>DEPARTMENT</b>	CLERK'S	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	GENERAL ADMINISTRATION	<b>ACCOUNT NO.</b>	21601-21608	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	CITY GOVERNMENT			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
21601	SALARIES	191,731	169,208	171,271	188,780	188,994	185,794
21605	PENSIONS	19,854	13,696	17,290	18,375	21,331	21,331
21606	MEDICALS	11,600	14,178	11,521	11,580	12,531	12,531
21607	UNEMPLOYMENT INSURANCE	3,143	2,442	3,752	3,650	4,191	4,191
21608	WORKMEN'S COMPENSATION	2,287	2,185	3,058	2,500	3,353	3,353
SUB		228,665	201,709	206,892	224,885	230,400	227,200
TOTAL		228,665	201,709	206,892	224,885	230,400	227,200

REVENUE							
4994	O.E.I.P.		(3,808)				
4341	C.O.E.D.			(18,000)	(18,000)		
SUB		0	(3,808)	(18,000)	(18,000)	0	0
TOTAL		0	(3,808)	(18,000)	(18,000)	0	0

<b>NET REQUIREMENT</b>	228,665	197,901	188,892	206,885	230,400	227,200
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FUNCTION	GENERAL GOVERNMENT	DEPARTMENT	CLERK'S (2)	CITY OF CHATHAM CURRENT BUDGET
PROGRAM	GENERAL ADMINISTRATION	ACCOUNT NO.	21611-21645	
ACTIVITY	CITY GOVERNMENT			

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Travel and Training a/c 21611		
A.M.C.T. Conference	\$ 700.00	\$ 700.00
A.M.C. Conference	<del>700.00</del>	0.00
A.M.C.T. Zone Meeting	120.00	120.00
Training and workshops	600.00	600.00
Total	<del>\$2,120.00</del>	\$1,420.00

Legal Fees a/c 21612	
City Solicitor	\$3,000.00

## Associations, Memberships and Subscriptions a/c 21630

The amount budgeted for 1984 is based on 1983 actual expenditures for Associations, Memberships and Subscription Fees plus 10%. The amount requested for 1984 is \$2,100.00.

A.M.C.T. Memberships 2 @ \$110.	\$ 220.00	
I.I.M.C. Membership	70.00	
Municipal World 10 @ \$24.50	245.00	
Canadian Law of Planning & Zoning	75.00	
Law of Canadian Municipal Corporations	200.00	
Ontario Regulation Service	245.00	
Ontario Statute Compiler	160.00	
Ontario Municipal Board Reports	140.00	
Canada Law List	60.00	
Bill Service	110.00	
Ontario Gazette	47.00	
Chatham Daily News	94.00	
London Free Press	84.00	
Other	350.00	
General Reduction to	<del>\$2,100.00</del>	\$1,700.00

## Equipment Rental a/c 21635

The 1984 budget is based on 1983 actual expenditures plus 7%. They are detailed as follows:

Photocopier Rental (1 machine includes rental, copy charges, supplies and maintenance)	\$15,400.00	
Miscellaneous Office Equipment Rental	100.00	
	<del>\$15,500.00</del>	

## Furniture &amp; Equipment Maintenance a/c 21637

Typewriter maintenance (6)	\$ 200.00	\$ 200.00
Adding machine maintenance (4)	100.00	100.00
Computer terminal maintenance	<del>325.00</del>	0.00
Tape recorder tapes 24 @ 5.00	120.00	120.00
Displaywriter maintenance		1,200.00
	<del>\$ 745.00</del>	<del>\$1,620.00</del>

## New Furniture and Equipment a/c 21645

1 Computer terminal	\$ 3,250.00	\$ 0.00
1 Dual tape recorder	765.00	0.00
1 Olympia calculator	275.00	0.00
1 Dictation machine (desk unit)	800.00	800.00
1 Dictation machine (portable unit)	<del>300.00</del>	0.00
	<del>\$5,390.00</del>	<del>\$ 800.00</del>

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b>	GENERAL GOVERNMENT	<b>DEPARTMENT CLERK'S</b>	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	GENERAL ADMINISTRATION	<b>ACCOUNT NO. 21611-21645</b>	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	CITY GOVERNMENT		

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
21611	TRAVEL AND TRAINING	934	1,938	943	1,420	2,120	1,420
21612	LEGAL FEES	750	400	2,577	3,000	3,000	3,000
21630	ASSOCIATION, MEMBERSHIPS AND SUBSCRIPTION FEES	3,790	1,531	1,686	1,690	2,100	1,700
21635	EQUIPMENT RENTAL	24,457	18,118	13,350	14,350	15,500	15,500
21637	FURNITURE AND EQUIPMENT MAINTENANCE	753	549	1,612	890	745	1,620
21645	NEW FURNITURE AND EQUIPMENT	1,395	140	2,744	2,690	5,390	800
SUB		32,079	22,676	22,912	24,040	28,855	24,040
TOTAL		260,744	224,385	229,804	248,925	259,255	251,240

REVENUE							
a/c 4449 TAXI AND BUS		(872)	(416)	(704)	(800)	(690)	(690)
a/c 4772 CLERK'S FEES		(1,764)	(3,091)	(3,220)	(3,050)	(3,078)	(3,078)
a/c 4448 BICYCLE		(405)	(159)	(95)	(450)	(200)	(200)
a/c 4446 DOG TAGS		(9,584)	(13,668)	(8,889)	(15,000)	(9,300)	(9,300)
a/c 4447 GENERAL		(26,432)	(33,201)	(43,849)	(33,500)	(48,700)	(48,700)
SUB		(39,057)	(50,535)	(56,757)	(52,800)	(61,968)	(61,968)
TOTAL		(39,057)	(54,343)	(74,757)	(70,800)	(61,968)	(61,968)

<b>NET REQUIREMENT</b>	221,687	170,042	155,047	178,125	197,287	189,272
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<b>FUNCTION</b>	GENERAL GOVERNMENT	<b>DEPARTMENT</b>	MANAGER'S	<b>CITY OF CHATHAM</b> <b>CURRENT BUDGET</b>
<b>PROGRAM</b>	GENERAL ADMINISTRATION	<b>ACCOUNT NO.</b>		
<b>ACTIVITY</b>	CITY GOVERNMENT		21701-21708	

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Salaries 21701

This amount includes a provision of 5% as a 1984 general increase. The amount expected to be incurred in 1984 given the present staff complement is \$107,700.00.

Pensions 21705

This amount includes a provision which will allow for a 5% general increase in salaries plus the annual lump sum payment to be paid to OMERS in the fall of each year. The amount in 1984 is \$9,700.00.

Medicals 21706

Included in this amount are the premiums paid for OHIP, Long Term Disability Insurance, Semi-Private Hospital Care, Extended Care, Vision Care, Dental Insurance and Group Life Insurance. The 1984 Budget has been prepared on the basis of the 5% general wage and salary increase and also on the basis of projected percentage increases in the applicable areas. The expenditure expected to be incurred for medicals in 1984 is \$6,900.00.

Unemployment Insurance 21707

Provision has been made in this area for a 5% general increase. The 1984 expenditure expected to be incurred for Unemployment Insurance is \$ 1,900.00.

Workmens Compensation 21708

The amount included in this account for 1984 is based on the Workmens Compensation rate as given by the Workmens Compensation Board. Also taken into consideration is the 5% general increase in wages and salaries. The expenditure expected to be incurred in 1984 is \$1,900.00.

Manager's Car Allowance 21710

This amount provides for a car allowance to be paid to the City Manager. The amount requested is the same as approved in 1983 plus 5%.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	4.0	4.0	3.0	3.0
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS	4.0	4.0	3.0	3.0



**FUNCTION** GENERAL GOVERNMENT  
**PROGRAM** GENERAL ADMINISTRATION  
**ACTIVITY** CITY GOVERNMENT

**DEPARTMENT** MANAGER'S  
**ACCOUNT NO.** 21701-21710

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
21701	SALARIES	149,266	96,980	102,368	102,506	107,700	107,700
21705	PENSIONS	15,415	10,386	9,301	9,900	9,700	9,700
21706	MEDICALS	8,838	5,773	5,620	6,565	6,900	6,900
21707	UNEMPLOYMENT INSURANCE	2,396	1,155	1,997	1,700	1,900	1,900
21708	WORKMEN'S COMPENSATION	1,742	1,286	1,285	1,235	1,900	1,900
21710	CAR ALLOWANCE	1,351		1,200	1,200	1,260	1,260
SUB		179,008	115,580	121,771	123,106	129,360	129,360
TOTAL		179,008	115,580	121,771	123,106	129,360	129,360

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0

NET REQUIREMENT		179,008	115,580	121,771	123,106	129,360	129,360
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FUNCTION GENERAL GOVERNMENT  
 PROGRAM GENERAL ADMINISTRATION  
 ACTIVITY CITY GOVERNMENT

DEPARTMENT MANAGER'S  
 (2)  
 ACCOUNT NO. 21711-21745

CITY OF CHATHAM  
 CURRENT BUDGET

# HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

## Travel and Training

21711

City Manager and City Council general travelling expenses. The amount provided here is the same amount that was actually spent in 1983 plus 5%. \$ 5,300.00

## Associations, Memberships and Subscription Fees

21730

The amount budgeted for 1984 is the same amount that was budgeted in 1983 plus 5%. The amount requested is \$1,110.00.

## Equipment Rental

21735

## Furniture and Equipment Maintenance

21737

Displaywriter maintenance contract  
 Wang maintenance contract  
 Total

\$ 2,520.00  
1,000.00

\$ 3,520.00

## New Furniture and Equipment

21745

Filing System  
 Bookcase  
 Total

\$ 1,000.00  
250.00

\$ 1,250.00

# STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984



<b>FUNCTION</b>	GENERAL GOVERNMENT	<b>DEPARTMENT</b>	MANAGER'S	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	GENERAL ADMINISTRATION	<b>ACCOUNT NO.</b>	21711-21745	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	CITY GOVERNMENT			

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
21711 TRAVEL AND TRAINING	860	3,900	5,074	4,000	5,300	5,300
21730 ASSOCIATION, MEMBERSHIPS AND SUBSCRIPTION FEES	3,239	962	907	1,060	1,110	1,110
21735 EQUIPMENT RENTAL		1,991	3,928	4,100	0	0
21737 FURNITURE AND EQUIPMENT MAINTENANCE	945	688	2,023	1,115	0	3,520
21745 NEW FURNITURE AND EQUIPMENT	55	1,604	1,772	2,028	1,250	1,250
In 1983, the amount of \$2,700.00 was encumbered against account number 21711.						
SUB	5,099	9,145	13,704	12,303	7,660	11,180
<b>TOTAL</b>	184,107	124,725	135,475	135,409	137,020	140,540

REVENUE					
SUB	0	0	0	0	0
<b>TOTAL</b>	0	0	0	0	0

<b>NET REQUIREMENT</b>	184,107	124,725	135,475	135,409	137,020	140,540
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FUNCTION GENERAL GOVERNMENT  
 PROGRAM GENERAL ADMINISTRATION  
 ACTIVITY CITY GOVERNMENT

DEPARTMENT PERSONNEL  
 ACCOUNT NO. 21801-21808

CITY OF CHATHAM  
 CURRENT BUDGET

# HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

## Salaries

#21801

This amount includes a provision of 5% as a 1984 general increase. The amount expected to be incurred in 1984 given the present staff complement is \$57,990.00.

Five agreements are due effective Jan. 01/84, with an estimated overtime cost based on 1983 of \$510.00.

10.66 per hr. (straight time)

15.99 per hr. (time & One-Half)

1984 Estimated Budget - Salaries & Overtime \$58,500.00

## Pensions

#21805

This amount includes a provision which will allow for a 5% general increase in salaries plus the annual lump sum payment to be paid to OMERS in the fall of each year. The amount in 1984 is \$5,700.00.

## Medicals

#21806

Included in this amount are the premiums paid for OHIP, Long Term Disability Insurance, Semi-Private Hospital Care, Extended Care, Vision Care, Dental Insurance and Group Life Insurance. The 1984 Budget has been prepared on the basis of the 5% general wage and salary increase and also on the basis of projected percentage increases in the applicable areas. The expenditure expected to be incurred for medicals in 1984 is \$4,140.00.

## Unemployment Insurance

#21807

Provision has been made in this account for a 5% general increase. In addition, projected increases in U.I.C. rates have been built in. The 1984 expenditure expected to be incurred for Unemployment Insurance is \$1,230.00.

## Workmens Compensation

#21808

The amount included in this account for 1984 is based on the Workmens Compensation rate as given by the Workmens Compensation Board. Also taken into consideration is the 5% general increase in wages and salaries. The expenditure expected to be incurred in 1984 is \$980.00.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	2.0	2.0	2.0	2.0
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS	2.0	2.0	2.0	2.0



<b>FUNCTION</b>	GENERAL GOVERNMENT	<b>DEPARTMENT</b>	PERSONNEL	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	GENERAL ADMINISTRATION	<b>ACCOUNT NO.</b>	21801-21808	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	CITY GOVERNMENT			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
21801	SALARIES	27,941	53,742	83,901	83,868	58,500	58,500
21805	PENSIONS	2,614	5,194	5,266	5,400	5,700	5,700
21806	MEDICALS	1,105	2,730	3,829	3,825	4,140	4,140
21807	UNEMPLOYMENT INSURANCE	299	662	1,106	1,090	1,230	1,230
21808	WORKMEN'S COMPENSATION	218	643	737	745	980	980
SUB		32,177	62,971	94,839	94,928	70,550	70,550
TOTAL		32,177	62,971	94,839	94,928	70,550	70,550

REVENUE							
4794	U.E.I.P.		(7,532)				
4341	C.O.E.D.			(30,000)	(30,000)		
SUB		0	(7,532)	(30,000)	(30,000)	0	0
TOTAL		0	(7,532)	(30,000)	(30,000)	0	0

<b>NET REQUIREMENT</b>	32,177	55,439	64,839	64,928	70,550	70,550
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FUNCTION	GENERAL GOVERNMENT	DEPARTMENT	PERSONNEL (2)	CITY OF CHATHAM
PROGRAM	GENERAL ADMINISTRATION	ACCOUNT NO.	21811-21812	CURRENT BUDGET
ACTIVITY	CITY GOVERNMENT			

# HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

## Travelling and Training Costs

#21811

### (i) General Travel & Conference Expense

- \* P.A.O. Toronto (Feb. 1, 2, 3) \$ 800.00
- \*\* A.M.P.A. Toronto (Fall - '84) 800.00

\$ 1,600.00

\*Personnel Association of Ontario

\*\*Association of Municipal Personnel Administration.

### (ii) General Miscellaneous Travel

\$ 400.00

\$ 2,000.00 \$ 2,000.00

## Training: Administration/Technical/Clerical

### (iii) General Supervisory In House Training Seminar: Interpersonal Management Skills

12 @ Individual Training Kits @ \$360.00

\$ 4,320.00 \$ 2,160.00

Note: During 1983, the Administrative & Trainer Kit was purchased at a cost of \$2,240.00 which represents a one (1) time expense. Therefore, good business would dictate that the Corporation continue this program which has been so well received. In total over 1983 & 1984 - twelve (12) administrative employees will have participated in the three (3) day, in house, seminar.

TOTAL Travel &amp; Training

\$ 6,320.00 \$ 4,160.00

## Purchased Services

#21812

### (i) Legal Fees

Note: These fees are labour related and applied towards legal deliberations involving contract negotiations, arbitration and grievance proceedings.

\$ 1,000.00 \$ 1,000.00

### (ii) May Associates Canada, Ltd.

This amount covers the cost of introducing a comprehensive position classification system that will provide the basis for salary planning and administration.

\$23,175.00 \$ 0.00

Total

\$24,175.00 \$ 1,000.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







<b>FUNCTION</b>	GENERAL GOVERNMENT	<b>DEPARTMENT</b>	PERSONNEL (3)	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	GENERAL ADMINISTRATION	<b>ACCOUNT NO.</b>	21830-21845	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	CITY GOVERNMENT			

# HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

## Associations, Memberships & Subscriptions

#21830

### Membership Fees

(i) Ontario Municipal Personnel Association (O.M.P.A.)	\$ 60.00
(ii) Kent County Personnel Association	45.00
(iv) Canada Labour Views Subscription	<u>152.00</u>

\$ 257.00

### Annual Service & Awards Banquet

#21831

This cost represents the required expenditure to cover the cost of initiating the first annual banquet in recognition of those individuals employed by the City of Chatham who have attained 25 years of credited service.

\$ 5,175.00 \$ 3,000.00

### New Furniture

#21845

One bookshelf for Manager's Office (open area) to establish a Reference Library for the use of all City Hall Administrative Technical & Clerical staff.

\$ 362.00 \$ 0.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







<b>FUNCTION</b>	PROTECTION TO PERSONS AND PROPERTY	<b>DEPARTMENT</b>		<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>		<b>ACCOUNT NO.</b>	22000-22872	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	OVERVIEW			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
22100	FIRE DEPARTMENT	1,846,340	1,962,461	2,310,752	2,259,529	2,597,991	2,421,806
22200	POLICE DEPARTMENT	2,663,428	3,130,078	3,195,660	3,314,083	3,541,154	3,466,154
22300	PROTECTION INSPECTION	160,382	145,909	179,570	185,390	227,380	227,305
22600	UNCLASSIFIED	192,251	195,753	172,143	171,431	257,700	253,200
<b>TOTAL</b>		4,862,401	5,434,201	5,858,125	5,930,433	6,624,225	6,368,465

REVENUE							
<b>TOTAL</b>		(615,422)	(571,347)	(612,770)	(614,623)	(696,203)	(955,148)

<b>NET REQUIREMENT</b>	4,246,979	4,862,854	5,245,355	5,315,810	5,928,022	5,413,317
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<b>FUNCTION</b>	PROTECTION TO PERSONS AND PROPERTY	<b>DEPARTMENT</b>	FIRE	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	FIRE DEPARTMENT	<b>ACCOUNT NO.</b>	22101-22199	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>				

STATEMENT OF PURPOSE

The objectives of a Fire Department are:

- 1) To prevent the loss of life and property due to the ravages of fire.
- 2) Confine to its origin and extinguish those fires that do occur.
- 3) To perform rescue work.
- 4) To protect persons and property from hazards involving the handling, storage and transportation of dangerous goods.
- 5) To prepare for and deal with any natural disasters.

<b>STAFF COMPLEMENT</b>	<b>1981</b>	<b>1982</b>	<b>1983</b>	<b>1984</b>
<b>ESTABLISHED PERSONNEL (SALARIED)</b>	54	53	53	53
<b>UNSCHEDULED SALARIED POSITIONS</b>				
<b>WAGE MAN YEARS</b>				
<b>TOTAL FULL TIME EQUIVALENT POSITIONS</b>				



<b>FUNCTION</b>	PROTECTION TO PERSONS AND PROPERTY
<b>PROGRAM</b>	
<b>ACTIVITY</b>	OVERVIEW

<b>DEPARTMENT</b>
<b>ACCOUNT NO.</b> 22000-22872

<b>CITY OF CHATHAM</b>
<b>CURRENT BUDGET</b>

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
22101	SALARIES	1,403,836	1,490,302	1,668,965	1,622,725	1,766,910	1,716,910
22103	RETIREMENT & SEPARATION	272	272	6,102	3,275	275	265
22105	PENSIONS	156,525	153,985	160,066	163,140	164,700	160,127
22106	MEDICALS	90,488	110,048	117,560	121,000	132,000	128,335
22107	UNEMPLOYMENT INSURANCE	19,913	18,195	30,209	26,950	34,120	33,173
22108	WORKMEN'S COMPENSATION	14,953	17,403	23,109	19,143	29,000	28,195
22109	PERSONNEL EQUIPMENT	14,566	14,036	15,683	15,606	26,658	22,195
22111	TRAVEL ,TRAINING AND FIRE PREVENTION	3,602	6,469	6,201	5,000	14,770	8,500
22114	TELEPHONE	3,576	3,976	4,737	4,200	4,785	4,785
22116	OFFICE SUPPLIES	555	407	861	660	2,366	2,366
22122	LIGHT,HEAT AND WATER	20,211	16,317	20,221	24,900	26,394	26,394
22125	INSURANCE(HALLS,FLEET) (BOILERS)	5,088	7,407	6,177	8,250	8,383	8,383
22136	HYDRANT RENTALS	85,580	85,980	86,280	86,280	86,280	86,280
22138	BUILDING MAINTENANCE	2,517	1,219	2,029	2,500	9,710	3,700
22139	EQUIPMENT MAINTENANCE	20,052	33,096	35,033	27,600	35,445	27,425
22146	EQUIPMENT NEW	4,322	3,097	127,247	128,000	75,880	138,458
22180	MISCELLANEOUS	284	252	272	300	9,315	5,315
22191	CAPITAL EXPEND.					171,000	21,000
SUB		1,846,340	1,962,461	2,310,752	2,259,529	2,597,991	2,421,806
TOTAL		1,846,340	1,962,229	2,307,602	2,248,979	2,592,641	2,384,251

REVENUE							
22199	LESS RECOVERABLES		(232)	(3,150)	(3,150)	(5,350)	(5,350)
	KIWANIS CLUB				(7,400)	0	0
	J.E.P.P. GRANT				0		(32,205)
SUB		0	(232)	(3,150)	(10,550)	(5,350)	(37,555)
TOTAL		0	(232)	(3,150)	(10,550)	(5,350)	(37,555)

<b>NET REQUIREMENT</b>	1,846,340	1,962,229	2,307,602	2,248,979	2,592,641	2,384,251
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<b>FUNCTION</b>	PROTECTION TO PERSONS AND PROPERTY	<b>DEPARTMENT</b>	FIRE	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	FIRE DEPARTMENT	<b>ACCOUNT NO.</b>	22101-22108	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	SALARIES			

# STATEMENT OF PURPOSE

To maintain an effective level of fire fighting and fire prevention potential.

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

This account includes labour costs of: Account #22101

-Separate overtime

Five (5) Administrative Staff

Eight (8) Captains

Thirty-six (36) Fire Fighters of various classifications

Four (4) Dispatchers

This account further includes projected overtime costs.

Retirement and Separation: Account #22103

This is a yearly allowance for a past retiree.

Pensions: Account #22105

This amount covers payment commitments to the OMERS Pension Plan. The lump sum payment for 1984 is \$11,216.31, less than 1983.

Medicals: Account #22106

This amount covers payment commitments for benefit package including health care, dental care, life insurance and long term disability.

Unemployment Insurance: Account #22107

This amount covers the payment of employees' share of contributions.

Workmen's Compensation: Account #22108

This amount covers the payment commitments to this plan.

<b>STAFF COMPLEMENT</b>	<b>1981</b>	<b>1982</b>	<b>1983</b>	<b>1984</b>
<b>ESTABLISHED PERSONNEL (SALARIED)</b>				
<b>UNSCHEDULED SALARIED POSITIONS</b>				
<b>WAGE MAN YEARS</b>				
<b>TOTAL FULL TIME EQUIVALENT POSITIONS</b>				



**FUNCTION** PROTECTION TO PERSONS  
AND PROPERTY  
**PROGRAM** FIRE DEPARTMENT  
**ACTIVITY**

**DEPARTMENT** FIRE  
**ACCOUNT NO.** 22101-21108

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
22101	SALARIES	1,403,836	1,490,302	1,668,965	1,622,725	1,766,910	1,716,910
22103	RETIREMENT & SEPARATION	272	272	6,102	3,275	275	265
22105	PENSIONS	156,525	153,985	160,066	163,140	164,700	160,127
22106	MEDICALS	90,488	110,048	117,560	121,000	132,000	128,335
22107	UNEMPLOYMENT INSURANCE	19,913	18,195	30,209	26,950	34,120	33,173
22108	WORKMEN'S COMPENSATION	14,953	17,403	23,109	19,143	29,000	28,195
SUB		1,685,987	1,790,205	2,006,011	1,956,233	2,127,005	2,067,005
TOTAL		1,685,987	1,790,205	2,006,011	1,956,233	2,127,005	2,067,005

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0

<b>NET REQUIREMENT</b>	1,685,987	1,790,205	2,006,011	1,956,233	2,127,005	2,067,005
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FUNCTION PROTECTION TO PERSONS  
AND PROPERTY

PROGRAM FIRE DEPARTMENT

ACTIVITY CLOTHING &  
PERSONNEL EQUIPMENT

DEPARTMENT FIRE

ACCOUNT NO. 22109

CITY OF CHATHAM

CURRENT BUDGET

# HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

## Clothing & Personal Equipment

#22109

This account covers the cost of providing Uniforms for all personnel as required. Protective turnout gear as required by need or law as well as laundry services provided by Victoria Home.

### Clothing Cost

#### Uniform Issue

\$ 17,340.00 \$ 17,340.00

#### General Reduction

(\$745.00)

#### Laundry Cost

No change from 1983

1,200.00 \$ 1,200.00

### Personnel Equipment Cost

Safety Gloves - 50 @ \$14.75

\$ 737.50

\$ 737.00

Turnout gear - 14 @ \$469.80

6,577.20

3,288.00

(4 year changeover - Occupational Health &amp;

Safety Act)

Boots - 14 @ \$53.50

749.00

374.50

8,118.00

\$ 4,400.00

### Total

\$ 26,658.00

\$ 22,195.00

\* \$8,398.41 more than 1983 expenditure of \$18,073.04. 1983 budget was \$2,467.04 higher than budgeted due to required purchase of helmets.

## STAFF COMPLEMENT

1981

1982

1983

1984

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS



FUNCTION PROTECTION TO PERSONS  
AND PROPERTY  
PROGRAM FIRE DEPARTMENT  
ACTIVITY CLOTHING &  
PERSONNEL EQUIPMENT

DEPARTMENT FIRE  
(2)  
ACCOUNT NO.

CITY OF CHATHAM  
CURRENT BUDGET

# HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

## Clothing Budget 1984

<u>ITEM</u>	<u>QUANTITY</u>	<u>TYPE</u>	<u>UNIT PRICE</u>	<u>QUANTITY PRICE</u>
Officers White Shirts	28	Long sleeve	\$ 10.50	\$ 294.00
	28	Short sleeve	9.50	266.00
Caps	6	Officers	21.90	131.40
	31	Firefighter	12.95	401.45
	1	Ladies	13.70	13.70
Ties	16	Regular	2.25	36.00
	28	Clip-on	2.25	63.00
	1	Ladies	2.25	2.25
Vests	21		20.50	430.50
Sweaters	25	Mens	32.50	812.50
	2	Ladies	32.50	65.00
Shoes	51	Mens	37.80	1,927.80
	2	Ladies	37.80	75.60
Tunics	25	Mens	110.00	2,750.00
	1	Ladies	110.00	110.00
Dress Trousers	64	Mens	40.00	2,560.00
	2	Ladies	40.00	80.00
Blue Shirts	90	Mens Long Sleeve	9.50	855.00
	4	Ladies Long Sleeve	9.50	38.00
	50	Mens Short Sleeve	8.50	425.00
	4	Ladies Short Sleeve	8.50	34.00
Fatigue Trousers	96	Mens	13.80	1,324.80
	4	Ladies	13.80	55.20
Top Coats	21	Mens	125.00	2,625.00
	1	Ladies	125.00	125.00
Tunic Flashes	488		1.35	658.80
Cotton Coveralls	4		95.00	380.00
Nomex Coveralls	4		200.00	800.00
<u>TOTAL CLOTHING BUDGET 1984</u>				<u>17,340.00</u>

## STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)  
UNSCHEDULED SALARIED POSITIONS  
WAGE MAN YEARS  
TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984



**FUNCTION** PROTECTION TO PERSONS  
AND PROPERTY  
**PROGRAM** FIRE DEPARTMENT  
**ACTIVITY**

**DEPARTMENT** FIRE  
**ACCOUNT NO.** 22109

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
22109 PERSONNEL EQUIPMENT	14,566	14,036	15,683	15,606	26,658	22,195
In 1983, the amount of \$2,924.00 was encumbered against account number 22109.						
SUB	14,566	14,036	15,683	15,606	26,658	22,195
<b>TOTAL</b>	1,700,553	1,804,241	2,021,694	1,971,839	2,153,663	2,089,200

REVENUE							



<b>FUNCTION</b>	PROTECTION TO PERSONS AND PROPERTY	<b>DEPARTMENT</b>	FIRE 22111	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	FIRE DEPARTMENT	<b>ACCOUNT NO.</b>		<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	TRAVEL, TRAINING & FIRE PREVENTION			

### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

#### Travel

This amount covers attendance at Conferences and Conventions of related Associations as well as their dues and subscription costs. \$ 3,764.00

#### Training

This amount covers the costs of attendance at the Ontario Fire College, Ontario Police College and other Regional Training Courses conducted by the Office of the Fire Marshal. It further includes costs related to obtaining equipment and supplies for training purposes. Specifically one (1) Resusci-Annie for CPR training. This also includes the cost of sending four (4) probationary firefighters on a 4 week training course. \$ 7,938.00

#### Fire Prevention

This amount covers the cost of operating the Fire Prevention Division over and above general operating costs of the Department. It will include the cost of purchasing photographic equipment for the purposes of documenting evidence as well as the printing and purchase of public information material pertaining to fire safety. This account also covers the anticipated legal expenses incurred during Fire Code Enforcement. \$ 3,068.00

**TOTAL** Reduced to \$ 8,500.00 \$ 14,770.00 \$ 8,500.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION PROTECTION OF  
PERSONS & PROPERTY  
PROGRAM FIRE DEPARTMENT  
ACTIVITY

DEPARTMENT FIRE  
ACCOUNT NO. 22114  
22116  
22122  
22125

CITY OF CHATHAM  
CURRENT BUDGET

# HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Telephone #22114  
This amount covers the costs of telephone procedures and rental of equipment. \$ 4,785.00

Office Supplies #22116  
This amount provides for the material required to administer the department. It includes the printing of reports and stationary as well as the establishment of a filing system compatible with other civic departments. \$ 2,366.00

Utilities - Heat, Light & Water #22122  
The cost shown are based on past usage plus projected % increases.

Heat  
Light  
Water

\$26,394.00

## Insurance

#22125

Property Building - #1 Hall \$ 408.85  
- #2 Hall 72.15

\$ 481.00  
554.00  
5,597.00

Boilers (one only)  
Automobile Fleet  
Property Contents - #1 Hall \$ 412.25  
- #2 Hall 72.75

485.00

Municipal Liability - #1 Hall \$1,038.60  
- #2 Hall 115.40

1,154.00

Engineering - #1 Hall \$ 100.80  
- #2 Hall 11.20

112.00

TOTAL Insurance

\$ 8,383.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION	PROTECTION TO PERSONS & PROPERTY	DEPARTMENT	FIRE	CITY OF CHATHAM
PROGRAM		ACCOUNT NO.	22136 22138	CURRENT BUDGET
ACTIVITY	HYDRANT RENTAL & BUILDING MAINTENANCE			

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Hydrant Rentals

#22136

This amount covers the cost of renting the use of fire hydrants from and at a rate set by the Water Commission. This rate remains the same as that set in 1983.

\$86,280.00

##### Building Maintenance

#22138

This amount for the most part is for the expenditure of maintenance materials and supplies. A large portion of all maintenance work is performed by on-duty personnel, thereby, all but eliminating labour costs.

Heavy duty cleaning machines are required to replace the current domestic ones.

A large expenditure will be the room divider required to make a room into two creating a classroom for training purposes.

Carpeting in one area should be replaced and curtains over the windows on the south-west side of the building should be replaced by heavier, lined curtains for more effective climate control.

Repairs to the roof and garage doors are imperative and such approximate costing will be shown as a capital expense.

Reduced to \$ 3,700.00

~~\$ 9,710.00~~

\$ 3,700.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION	PROTECTION TO PERSONS AND PROPERTY	DEPARTMENT	FIRE	CITY OF CHATHAM
PROGRAM	FIRE DEPARTMENT	ACCOUNT NO.	22139	CURRENT BUDGET
ACTIVITY	FURNITURE & EQUIPMENT MAINTENANCE			

### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

#### Equipment Maintenance

#22139

This account is difficult to forecast because of unknown situations which occur. For the most part, the following items are based on a maintenance schedule and repair items which are either anticipated or have been delayed pending sufficient funds. A proper maintenance schedule will add to the longevity of apparatus and in some cases retrofit will upgrade sub-standard equipment.

Unit #8 Conversion to Rescue/Extrication Vehicle	\$ 2,500.00
Unit #6 Refit	875.00
Maintenance contract for Fire Apparatus Systems	2,900.00
Unit #1 Repaint	1,000.00
Rescue Boat Mooring	600.00
Mechanical Repairs	6,700.00
Fire Equipment Replacement	1,600.00
Battery Replacement	620.00
Self Contained Breathing Apparatus Maintenance	1,400.00
Parts Replacement (pumps)	350.00
Radio Equipment Maintenance	900.00
Extinguisher Recharge & Service	2,400.00
Work Shop Supplies	2,570.00
Compressor Filters	240.00
Miscellaneous Repairs	2,400.00
Furniture Repair	410.00

\$ 27,465.00

#### Car Allowance

This account covers the allowable expenses of operating private vehicles for Municipal functions.

deBruyn	\$ 1,890.00
Anderson	1,890.00
Hind	2,100.00
Wilcox	2,100.00

\$ 7,980.00

# REVISED

TOTAL  
Less: Reduction Suggested  
Add : Door Maintenance

\$ 35,445.00  
10,020.00  
\$ 25,425.00  
2,000.00  
\$ 27,425.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION PROTECTION TO PERSONS  
AND PROPERTY  
PROGRAM FIRE DEPARTMENT  
ACTIVITY NEW EQUIPMENT

DEPARTMENT FIRE  
ACCOUNT NO. 22146

CITY OF CHATHAM  
CURRENT BUDGET

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### New Equipment

#22146

The list of requested new equipment is broken down into various categories in order to clarify the intent for such acquisition. In all instances, new equipment requested is considered to be required for the proper functioning of an Emergency Service to the Municipality.

Replacement of Old Equipment which will cut down on maintenance and probable "down times".  
\$ 6,000.00

New Fire Fighting Equipment - Advanced design and research provides the fire service with new products from which to select apparatus which will increase the effectiveness of firefighting operations.  
\$ 19,400.00

Administrative Improvements - Any office which looks after the personal requirements of 54 persons an equipment and real estate inventory in excess of \$2,000,000.00 as well as an operating budget of approximately \$2,500,000.00, requires an effective administration procedure and equipment.  
\$ 23,000.00

Dispatch Equipment - The Dispatch function of a Fire Department requires immediate access to all available data for the proper response to an emergency call. All calls received and corresponding Radio Communications must be monitored for normal audit and review purpose but primarily for specific legal audit purposes. This is necessary whenever litigation occurs as a result of a Department Function. Both items listed are probable qualifiers for Provincial Grant Funding.  
\$ 27,480.00

Total		\$ 75,880.00
Less: Suggested reductions	27,845.00	
Photo copier	2,277.00	
W.P. Terminal	7,000.00	
		\$ 37,122.00
		38,758.00
Add: Triple Combination Pumper		90,000.00
Fire Extrication Vehicle		9,700.00
		\$138,458.00

REVISED

#### STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984



**FUNCTION** PROTECTION TO PERSONS  
AND PROPERTY  
**PROGRAM** FIRE DEPARTMENT  
**ACTMITY**

**DEPARTMENT** FIRE  
**ACCOUNT NO.** 22146

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
22146 EQUIPMENT NEW	4,322	3,097	127,247	128,000	75,880	138,458
In 1983, the amount of \$108,150.00 was encumbered against account number 22146.						
SUB	4,322	3,097	127,247	128,000	75,880	138,458
<b>TOTAL</b>	<b>1,846,056</b>	<b>1,962,209</b>	<b>2,310,480</b>	<b>2,259,229</b>	<b>2,417,676</b>	<b>2,395,491</b>

REVENUE					
SUB	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>NET REQUIREMENT</b>	<b>1,846,056</b>	<b>1,962,209</b>	<b>2,310,480</b>	<b>2,259,229</b>	<b>2,417,676</b>	<b>2,395,491</b>
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FUNCTION	PROTECTION TO PERSONS & PROPERTY	DEPARTMENT	FIRE	CITY OF CHATHAM
PROGRAM	FIRE DEPARTMENT	ACCOUNT NO.	22180 22191 22199	CURRENT BUDGET
ACTIVITY				

### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

#### Miscellaneous

#22180

This account is for those items not addressed in other accounts. These items would include courier services, advertising, Medical Examinations and a one time cost of Consulting Service for Central Dispatch Fire Alert System.

Computer Software	\$ 5,000.00	\$ 5,000.00
Miscellaneous	315.00	315.00
Consulting Price	<u>4,000.00</u>	<u>0.00</u>
TOTAL MISCELLANEOUS EXP.	\$ <u>9,315.00</u>	\$ <u>5,315.00</u>

#### Capital Expenditures

#22191

This amount covers the major repairs and alterations necessary for the Fire Department Portion of the Civic Centre.

Roof Repair - This roof has many leaks which prior attempts of repair have failed to halt. This cost is estimated for total and proper repair.

\$ 21,000.00      \$ 21,000.00

Garage Door - These doors continue to be a problem in maintenance. The original building design called for eight overhead doors but were installed as four doors. This causes great stress on the door conductors and many instances of breakdown and costly repair. The door panels are permeated with dry rot and will have to be replaced at an approximate cost of \$60,000.00. During any periods of high wind, the doors show a lot of flexibility and in some cases have to be supported to prevent serious damage. It is therefore recommended that a capital works project be undertaken to install eight (8) overhead doors in place of the four (4) existing ones.

	\$150,000.00	\$ 0.00
TOTAL CAPITAL EXPENDITURES	<u>\$171,000.00</u>	<u>\$ 21,000.00</u>

#### Department Revenue

#22199

These are for extra services rendered by the Chatham Fire Department, such as fire reports to insurance companies, lawyers etc., monitoring the A.D.T. alarms 38 alarms at \$75.00. Additional revenue is derived from M.T.C. for fire calls on the Kings Highway.

Services	\$ 350.00	\$ 350.00
Monitoring	\$ 2,900.00	\$ 2,900.00
M.T.C.	\$ <u>2,100.00</u>	\$ <u>2,100.00</u>
LEPP Grant		\$ <u>32,205.00</u>
TOTAL REVENUE	\$ <u>5,350.00</u>	\$ <u>37,555.00</u>

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION PROTECTION TO PERSONS  
AND PROPERTY

PROGRAM CHATHAM BOARD OF  
COMMISSIONERS OF  
POLICE

ACTIVITY

DEPARTMENT POLICE

ACCOUNT NO. 22201-22208

CITY OF CHATHAM  
CURRENT BUDGET

#### STATEMENT OF PURPOSE

To maintain an effective level of law enforcement and Crime Prevention by Pro-active policing as well as re-active policing.

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Salaries #22201

This account includes labour costs as negotiated and covered by contract for 67 Police Personnel and 13 civilians. It also includes Board members and honourariums and the Chief of Police wages. Overtime and court time allowances are also included. Service Pay.

##### Separation Allowances #22203

Includes yearly allowance for two members retired many years ago. Also includes retirement allowances for current retirements.

##### Pensions #22205

Covers OMERS current payments commitment by contract for OMERS. Commitment for reduction of retirement age from 65 to 60 years. Canada Pension.

##### Medicals #22206

Covers contract commitments for Medical Plan, OHIP, American Home Plan and Mutual Life.

##### Unemployment Insurance #22207

Employers share coverage.

##### Worker's Compensation #22208

Self explanatory.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	68 P1.Off. 9 Civ.	68 P1.Off. 9 Civ. (4 COED)	66 P1.Off. 13 Civ.	67 P1.Off. 13 Civ.
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS	68 P1.Off. 9 Civ.	68 P1.Off. 9 Civ. (4 COED)	66 P1.Off. 13 Civ.	67 P1.Off. 13 Civ.
TOTAL FULL TIME EQUIVALENT POSITIONS				



**FUNCTION** PROTECTION TO PERSONS  
AND PROPERTY  
**PROGRAM** CHATHAM BOARD OF  
COMMISSIONERS OF POLICE  
**ACTIVITY**

**DEPARTMENT** POLICE  
**ACCOUNT NO.** 22201-22208

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
22200	GENERAL REDUCTION			0	(35,000)		
22201	SALARIES	1,942,413	2,286,759	2,324,919	2,365,201	2,480,697	2,480,697
22203	RETIREMENT AND SEPARATION	41,125	19,954	69,000	69,108	51,388	51,388
22205	PENSIONS	256,137	316,028	290,333	364,460	309,287	309,287
22206	MEDICALS	105,997	140,223	157,410	166,843	185,496	185,496
22207	UNEMPLOYMENT INSURANCE	27,282	25,972	44,242	40,000	48,000	48,000
22208	WORKMEN'S COMPENSATION	20,779	23,921	32,350	27,500	36,000	36,000
SUB		2,393,733	2,812,857	2,918,254	2,998,112	3,110,868	3,110,868
TOTAL		2,393,733	2,812,857	2,918,254	2,998,112	3,110,868	3,110,868

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0

NET REQUIREMENT		2,393,733	2,812,857	2,918,254	2,998,112	3,110,868	3,110,868
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<b>FUNCTION</b>	PROTECTION TO PERSONS AND PROPERTY	<b>DEPARTMENT</b>	POLICE	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	CHATHAM BOARD OF COMMISSIONERS OF POLICE	<b>ACCOUNT NO.</b>	22209-22222	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>				

### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

#### Clothing and Personal Equipment

#22209

Uniforms, shoes, overshoes, rubbers, leather goods, all as required. Flashlights, batteries, ammunition for training. Cleaning allowances.

#### Travel, Training and Associations

#22211

Covers courses at the Can. Police College, Ont. Police College, Centre of Forensic Sciences. All of which are required to update the law, procedures, etc. Professional Associations as required. Tuition Fees.

#### Legal and Special Fees

#22212

To enable us to consult legal people as required from time to time.

#### Telephone

#22214

Communications to enable us to receive complaints and follow-up work.

#### Office Supplies

#22216

Necessary printing, paper for Gestetner, Xerox, etc. Pencils, pens, paper clips to operate properly.

#### Building Heat, Light and Water

#22222

Necessary gas for heating, hydro for lights and water supply.

### STAFF COMPLEMENT

	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b>	PROTECTION TO PERSONS AND PROPERTY	<b>DEPARTMENT</b> POLICE	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	CHATHAM BOARD OF COMMISSIONERS OF POLICE	<b>ACCOUNT NO.</b> 22209-22222	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
22209	PERSONNEL EQUIPMENT	31,056	33,290	31,762	32,586	32,986	32,986
22211	TRAVEL , TRAINING AND ASSOCIATION	10,360	10,818	14,376	17,527	14,470	14,470
22212	LEGAL AND SPECIAL	52	1,196	1,599	4,000	2,000	2,000
22214	TELEPHONE	13,160	13,774	15,885	17,000	17,300	17,300
22216	OFFICE SUPPLIES	7,949	11,341	9,701	8,900	9,100	9,100
22222	LIGHT, HEAT AND WATER	12,054	10,369	13,011	14,500	14,950	14,950
SUB		74,631	80,788	86,334	94,513	90,806	90,806
TOTAL		2,468,364	2,893,645	3,004,588	3,092,625	3,201,674	3,201,674

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0

<b>NET REQUIREMENT</b>	2,468,364	2,893,645	3,004,588	3,092,625	3,201,674	3,201,674
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FUNCTION	PROTECTION TO PERSONS AND PROPERTY	DEPARTMENT	POLICE	CITY OF CHATHAM
PROGRAM	CHATHAM BOARD OF COMMISSIONERS OF POLICE	ACCOUNT NO.	22225-22280	CURRENT BUDGET
ACTIVITY				

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Insurance, Fleet, Fire and Boiler

#22225

Insurance to protect City on the fleet of cars, the building for fire as well as contents. The boiler as well.

##### Building Maintenance

#22238

To cover janitorial duties, paper supplies, light bulbs, fire extinguisher supplies and so on, including heat and air conditioning maintenance.

##### Equipment Maintenance

#22239

Tires, gasoline, servicing such as oil changes, propane, repairs to vehicles, etc. Vehicle license.

##### Radio Maintenance

#22244

License for radios, service contract, batteries.

##### New Equipment

#22246

Replacement of 8 patrol cars. Replacement of 1 motorcycle. Main Office - 2 overhead fans and new furniture. One new electric typewriter replacement. Eight replacement portable radios, 4 of which are to be covered by the Joint Emergency Planning Program (50% grant). One new J3A alert, 1 35 mm camera, 1 Sony taperecorder, 1 H.V.C. 2800 Sony video camera, 1 wireless microphone, 1 Husky tripod, 1 emergency power generator, also covered by the Joint Emergency Planning Program (50% grant). In 1985 the smaller Forces of the Ontario Police Community will have access to a computer for each Force designed specifically for their use. The expected cost in 1985 is around \$150,000.00; it is recommended one-half this amount be budgeted for in 1984.

##### Miscellaneous and Petty Cash

#22280

Supplies for Identification Officer. Supplies for Community Relations Officer. Safety Patrol Support. Xerox rental. Service contract for Dictaphone logger. Radar gun repairs. Courier service. Prisoner meals and staff meals. Postage.

#### DETAILED WORK PROGRAMS

1. Administration personnel
2. Uniform Patrol Division
3. Criminal Investigation Division
4. Intelligence Division
5. Identification Division
6. Community Relations Services
7. Civilian Staff
8. Drug Enforcement

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



**FUNCTION** PROTECTION TO PERSONS  
AND PROPERTY  
**PROGRAM** CHATHAM BOARD OF  
COMMISSIONERS OF POLICE  
**ACTIVITY**

**DEPARTMENT POLICE**  
**ACCOUNT NO.** 22225-22299

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
22225 BUILDING-INSURANCE	13,867	15,679	15,587	18,000	19,189	19,189
22238 BUILDING MAINTENANCE	21,414	18,498	19,051	17,740	20,430	20,430
22239 EQUIPMENT MAINTENANCE	76,736	93,494	70,469	86,100	72,190	72,190
22244 RADIO MAINTENANCE	9,405	8,183	8,138	10,780	10,600	10,600
22246 EQUIPMENT NEW	53,396	80,062	59,152	66,148	193,420	118,420
22280 PETTY CASH AND OTHER	20,246	20,517	18,675	22,690	23,651	23,651
In 1983, the amount of \$2,000.00 was encumbered against account number 22246.						
SUB	195,064	236,433	191,072	221,458	339,480	264,480
<b>TOTAL</b>	<b>2,663,428</b>	<b>3,130,078</b>	<b>3,195,660</b>	<b>3,314,083</b>	<b>3,541,154</b>	<b>3,466,154</b>

REVENUE						
22299 RECOVERABLE FUNDS	(23,332)	(30,902)	(27,202)	(32,000)	(27,000)	(37,000)
4331 PROVINCIAL GRANT	(488,352)	(491,232)	(485,448)	(485,448)	(492,228)	(716,468)
4773 POLICE ALARMS		(2,625)	(2,625)	(2,625)	(2,625)	(2,625)
SUB	(511,684)	(524,759)	(515,275)	(520,073)	(521,853)	(756,093)
<b>TOTAL</b>	<b>(511,684)</b>	<b>(524,759)</b>	<b>(515,275)</b>	<b>(520,073)</b>	<b>(521,853)</b>	<b>(756,093)</b>

<b>NET REQUIREMENT</b>	<b>2,151,744</b>	<b>2,605,319</b>	<b>2,680,385</b>	<b>2,794,010</b>	<b>3,019,301</b>	<b>2,710,061</b>
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<b>FUNCTION</b>	Protection to persons and Property	<b>DEPARTMENT</b>	Engineering	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	Protective Inspection	<b>ACCOUNT NO.</b>	22301-22311 and 22501 to 22507	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	Building, Zoning, Property Standards Inspection			

To provide inspection services under Building and Plumbing Codes and administer Zoning and Property Standards By-laws under Council's direction.

Highlights and Justification of Budget Proposals

22301 Salaries and Benefits:

22308 These accounts provide for the payment of building division staff and their benefits. Eight (8) personnel are provided for in these accounts. The amount budgeted includes the additional position of a Zoning Review Officer and two R.R.A.P. administration personnel. It is proposed that the R.R.A.P. position be established by contract. The accounts provide for the employment of the additional staff from the termination of the C.O.E.D. program.

These accounts also provide for the payment of an Energy Auditor. A grant of \$18,000 has been approved under the provincial Energy Audit Program.

22309 Clothing:

This account provides for safety shoes which are required, by law, to be worn by inspection personnel.

22310 Car Allowance:

This account provides for payment of inspection staff for use of their personal vehicles on City business.

22311 It is anticipated that one staff member will be attending a Zoning Course

\$ 750

As well, one staff member will be sent to the Ontario Building Officials Conference

\$ 600

Total

\$1,350

This was formerly in 24111

22316 This account provides for building permit application forms, camera, film purchase and developing which was formerly budgeted for in 24727

22330 Account is for membership in O.B.O.A. and Rogers Law of Zoning publication.

Revenue

The building permit level and zoning compliance review is projected to remain stable. In 1984 it is anticipated that additional R.R.A.P. agency fees will be forthcoming. ~~It is recommended that zoning compliance fees be increased to \$40 per review from the present \$30, established in 1982.~~

Detailed Work Programs:

- a) Building, plumbing and demolition permit issuance and inspections.
- b) Building plans review for compliance with Codes, Regulations and Zoning.
- c) Property Standards inspections, orders, contracting repairs and administration.
- d) Zoning Compliance inspections and investigations.
- e) Administration of R.R.A.P.
- f) Zoning, work order and development agreement compliance reviews.
- g) Review of Planning Board and Committee of Adjustment applications.
- h) Energy audit of municipal buildings

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	5.5	5.0	5.0	5.6
UNSCHEDULED SALARIED POSITIONS	-	-	-	-
WAGE MAN YEARS	-	-	-	-
TOTAL FULL TIME EQUIVALENT POSITIONS	5.5	5.0	5.0	5.6



<b>FUNCTION</b>	PROTECTION TO PERSONS AND PROPERTY	<b>DEPARTMENT</b>	ENGINEERING	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	PROTECTION INSPECTION	<b>ACCOUNT NO.</b>	22301-22310	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	BUILDING, ZONING, PROPERTY STANDARDS INSPECTION			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'M REQUESTED	APPROVED BY COUNCIL
22301	SALARIES	123,594	118,175	148,197	152,440	182,130	182,130
22305	PENSIONS	8,614	8,591	9,901	8,750	11,250	11,250
22306	MEDICALS	8,957	9,097	10,227	12,500	11,850	11,850
22307	UNEMPLOYMENT INSURANCE	1,901	1,711	2,853	2,800	4,600	4,600
22308	WORKMEN'S COMPENSATION	11,597	1,701	2,002	2,000	3,800	3,800
22309	PERSONNEL EQUIPMENT	42		0	100	100	100
22310	CAR ALLOWANCE	5,677	6,634	6,390	6,800	9,600	9,600
22311	TRAVEL & TRAINING					1,350	1,350
22316	SUPPLIES					2,500	2,500
22330	MEMBERSHIPS					200	125
SUB		160,382	145,909	179,570	185,390	227,380	227,305
TOTAL		160,382	145,909	179,570	185,390	227,380	227,305

REVENUE							
4445	BUILDING PLUMBING PERMITS	(101,950)	(43,500)	(42,954)	(44,000)	(80,000)	(80,000)
4997	O.H.R.P.	(1,788)	(356)	281	(4,000)	(1,000)	(1,000)
4777	ZONING COMPLIANCE		(2,500)	(16,622)	(12,000)	(30,000)	(22,500)
4999	R.R.A.P.			(15,050)	(4,000)	(40,000)	(40,000)
4341	ENERGY AUDIT			(20,000)	(20,000)	(18,000)	(18,000)
SUB		(103,738)	(46,356)	(94,345)	(84,000)	(169,000)	(161,500)
TOTAL		(103,738)	(46,356)	(94,345)	(84,000)	(169,000)	(161,500)

<b>NET REQUIREMENT</b>	56,644	99,553	85,225	101,390	58,380	65,805
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FUNCTION	PROTECTION TO PERSONS AND PROPERTY	DEPARTMENT		CITY OF CHATHAM
PROGRAM	UNCLASSIFIED	ACCOUNT NO.	22602-22872	CURRENT BUDGET
ACTIVITY				

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Dog Control

22602

The amount shown for this account is based on the same method of calculation as was used in 1983. As we have no request for a change for 1984 from the Ontario Humane Society, the amount budgeted is based on \$1.90 per capita. As such the amount requested for 1984 is \$77,936.00.

##### Mosquito Control

22700

The Kent Chatham Health Unit has budgeted \$23,000.00 for mosquito control. The Provincial subsidy on this program is 75% with the balance of the cost shared by the County of Kent (2/3) and the City of Chatham (1/3). Budget \$2,000.00

##### Lower Thames Valley Conservation Authority

22872

##### Administration

The amount provided here is an estimate from the Lower Thames Valley Conservation Authority. This amount is not yet final as Provincial approval has not yet been granted. The amount budgeted for Administration is \$70,541.00 which represents a 46.2% increase over the actual amount in 1983.

##### Capital

The Lower Thames Valley Conservation Authority has estimated that the City's share of Capital Projects in 1984 will be \$105,723.00.

##### King Street Lease

Under the terms of the lease agreed to between the City of Chatham and the Lower Thames Valley Conservation Authority, the City of Chatham is responsible for the payment of taxes. In 1984 it is expected that \$1,500.00 will be incurred by the City for this expenditure.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b>	PROTECTION TO PERSONS AND PROPERTY	<b>DEPARTMENT</b>		<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	UNCLASSIFIED	<b>ACCOUNT NO.</b> 22602-22872		<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>				

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
22602 DOG CONTROL	71,218	76,486	76,863	76,486	77,936	77,936
22700 MOSQUITO CONTROL					2,000	10,000
22872 L.T.V.C.A.			95,280			
ADMINISTRATION	29,063	38,943		48,252	70,541	58,041
CAPITAL	91,970	53,015		45,193	53,300	53,300
KING STREET LEASE		27,309		1,500	1,500	1,500
ICE BREAKING					375	375
McGREGORS CREEK						
ENVIRONMENTAL ASSESS.					5,471	5,471
PHASE-7					34,730	34,730
GENERAL					8,232	8,232
FLOOD PLAIN MAPPING					3,615	3,615
In 1983, the amount of \$2,231.00 was encumbered against account number 22872.						
SUB	192,251	195,753	172,143	171,431	257,700	253,200
<b>TOTAL</b>	192,251	195,753	172,143	171,431	257,700	253,200

REVENUE						
SUB	0	0	0	0	0	0
<b>TOTAL</b>	0	0	0	0	0	0

<b>NET REQUIREMENT</b>	192,251	195,753	172,143	171,431	257,700	253,200
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<b>FUNCTION</b>	TRANSPORTATION SERVICES	<b>DEPARTMENT</b>		<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>		<b>ACCOUNT NO.</b>	23000-24980	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	OVERVIEW			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
	ROADWAYS						
23200	-WINTER CONTROL	105,241	234,030	88,172	120,700	141,665	130,665
	ROADWAYS						
23300	-MAINTENANCE	244,523	434,151	446,682	442,800	768,875	638,875
23400	BRIDGES	14,399	16,118	33,914	35,800	20,250	20,250
23551	STREET WIDENING	16,234	16,234	34,889	75,000	205,000	20,000
23700	TRANSIT	756,337	879,939	947,042	1,041,500	1,040,133	1,022,633
	ROADWAYS						
24100	-NON-SUBSIDIZABLE	1,270,055	1,340,105	1,395,423	1,444,191	2,027,211	1,967,681
24200	SIDEWALKS	28,798	74,790	141,015	78,567	117,474	63,174
24300	STREET CLEANING	167,413	108,799	122,500	114,700	171,200	161,200
24400	TRAFFIC CONTROL	348,967	275,637	297,277	309,800	383,850	321,100
24558	DRAINAGE ACT DRAINS	7,386	76,454	19,245	4,000	4,750	4,750
24709	CLOTHING	6,258	5,726	6,794	6,000	7,000	7,000
24738	AIRPORT	61,022	40,000	86,200	189,500	60,900	38,000
24746	EQUIPMENT REPLACEMENT	8,394	0	0	0	12,000	0
24747	ENGINEERING SUPPLIES	0	0	7,720	8,900	9,500	8,100
24799	RECOVERABLE CHARGES	30,687	(9,173)	(8,496)	0	0	0
24900	STREET LIGHTING	299,551	304,953	317,056	322,720	378,118	334,219
24980	DOWNTOWN CHATHAM	37,387	35,194	41,334	50,000	50,000	50,000
	<b>TOTAL</b>	<b>3,402,652</b>	<b>3,832,957</b>	<b>3,976,767</b>	<b>4,244,178</b>	<b>5,397,926</b>	<b>4,787,647</b>

REVENUE							
	<b>TOTAL</b>	<b>(1,039,165)</b>	<b>(1,411,606)</b>	<b>(1,326,362)</b>	<b>(1,628,375)</b>	<b>(1,871,123)</b>	<b>(1,634,123)</b>

<b>NET REQUIREMENT</b>	<b>2,363,487</b>	<b>2,421,351</b>	<b>2,650,405</b>	<b>2,615,803</b>	<b>3,526,803</b>	<b>3,153,524</b>
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FUNCTION	Transportation Services	DEPARTMENT	Engineering	CITY OF CHATHAM CURRENT BUDGET
PROGRAM	Roadways	ACCOUNT NO.	23200- 23239	
ACTIVITY	Winter Control			

To maintain roadways free of ice and snow to an acceptable level of service.

#### Highlights and Justification of Budget Proposals

##### 23202 Snow and Ice Removal - Labour:

This account includes the cost of labour for snow removal for pick-up of snow, clearing snow from intersections, crosswalks, bus stops and bridges and includes overtime for emergency call outs. This account fluctuates with snow conditions and a moderate snow fall year is anticipated.

##### 23233 Snow and Ice Removal - Materials:

This account includes the purchase of salt, calcium and sand for winter snow and ice control. There is also a small allowance for isolated instances of snow fence usage. The amount budgeted is similar to that budgeted in 1982 with an allowance for inflation.

##### 23235 Outside Equipment Rental:

This account provides for the rental of and standby costs for, where applicable, graders, trucks, front end loaders and tractors for the grading of snow and pickup of snow. Allowance has been made for a moderate snow fall year.

##### 23239 Winter Control Equipment Maintenance:

The amount requested represents gas and maintenance based on 25% useage during winter storms for trucks #5, 6, 18, 33 and 10% on #32, 17, 24, 41. For the purposes of reserve fund accounting additional money is budgeted here for internal equipment rental total of \$13,665 of which \$8,000 is equipment maintenance and \$5,665 is allotted for the equipment reserve fund.

#### Revenue

M.T.C. subsidizable expenses include labour, benefits on labour at 30%, materials, use of City owned equipment based on record of use, equipment rental from contracts, maintenance contracts, plus 7% management fee. Subsidy is based on 50% of the above subsidizable expenses.

#### Detailed Work Programs:

- 1) Sanding
- 2) Salting, plus calcium purchase
- 3) Plowing
- 4) Snow, hauling away
- 5) Salting, plowing stand by
- 6) Hand clearing bridges
- 7) Snow dump area preparation
- 8) Snow emergency ads.
- 9) Winter catchbasin, culvert cleaning.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	-	-	-	-
UNSCHEDULED SALARIED POSITIONS	-	-	-	-
WAGE MAN YEARS	1.77	3.84	1.77	1.93
TOTAL FULL TIME EQUIVALENT POSITIONS	1.77	3.84	1.77	1.93



FUNCTION TRANSPORTATION SERVICES

PROGRAM ROADWAYS

ACTIVITY WINTER CONTROL

DEPARTMENT ENGINEERING

ACCOUNT NO. 23200-23239

CITY OF CHATHAM

CURRENT BUDGET

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
23202	LABOUR	28,234	71,658	19,809	35,000	40,000	35,000
23233	MATERIALS	27,458	34,788	27,940	23,000	33,000	27,000
23235	EQUIPMENT RENTAL	49,549	126,964	35,973	55,000	55,000	55,000
23239	EQUIPMENT MAINTENANCE		620	4,450	7,700	13,665	13,665
SUB		105,241	234,030	88,172	120,700	141,665	130,665
TOTAL		105,241	234,030	88,172	120,700	141,665	130,665

REVENUE							
H.T.C.		(53,767)	(146,300)	(54,390)	(80,300)	(81,320)	(75,820)
S.E.I.P. STREET LIGHTS			(120,934)				
S.E.I.P. STREET LIGHTS			(1,127)				
S.E.I.P. STREET LIGHTS			(1,717)				
S.E.I.P. STREET LIGHTS			(1,167)				
SUB		(53,767)	(146,300)	(54,390)	(80,300)	(81,320)	(75,820)
TOTAL		(53,767)	(146,300)	(54,390)	(80,300)	(81,320)	(75,820)

NET REQUIREMENT		51,474	87,730	33,782	40,400	60,345	54,845
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FUNCTION Transportation Services

DEPARTMENT Engineering

CITY OF CHATHAM

PROGRAM Roadways

ACCOUNT NO. 23302-  
23333

CURRENT BUDGET

ACTIVITY General Maintenance

To repair asphalt, concrete and gravel roads, alleys and right-of-ways.

#### Highlights and Justification of Budget Proposals

#### ROAD MAINTENANCE:

##### 23302 Labour:

This account covers all labour to repair and maintain all asphalt and gravel roads and provides for the placement of cold mix and hot mix asphalt, gravel, and calcium for dust control.

The 1984 amount reflects a 5% pay increase and increased maintenance programs due to age and condition of existing roadways.

##### 23333 Materials:

This account provides for the purchase of cold mix, hot mix asphalt, stone for gravel streets and calcium and has been increased for inflation and increased need for maintenance above the 1983 expenditure.

#### Revenue

M.T.C. subsidizable expenses include labour, benefits on labour at 30%, materials, use of City owned equipment based on record of use, equipment rental from contracts, maintenance contracts, plus 7% management fee. Subsidy is based on 50% of the above subsidizable expenses.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	-	-	-	-
UNSCHEDULED SALARIED POSITIONS	-	-	-	-
WAGE MAN YEARS	3.09	5.25	5.50	6.28
TOTAL FULL TIME EQUIVALENT POSITIONS	3.09	5.25	5.50	6.28



**FUNCTION** TRANSPORTATION SERVICES**PROGRAM** ROADWAYS**ACTIVITY** GENERAL MAINTENANCE**DEPARTMENT** ENGINEERING**ACCOUNT NO.** 23302-23333**CITY OF CHATHAM****CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
23302	LABOUR	51,059	218,693	114,447	110,000	130,000	130,000
23305	PENSIONS		1,127			0	0
23307	UNEMPLOYMENT INSURANCE		1,717			0	0
23333	MATERIALS	25,092	46,192	27,772	38,000	45,000	45,000
SUB		76,151	267,729	142,219	148,000	175,000	175,000
<b>TOTAL</b>		76,151	267,729	142,219	148,000	175,000	175,000

REVENUE							
M.I.C.		(70,663)	(124,876)	(117,600)	(123,100)	(148,034)	(148,034)
O.E.I.P. SUBSIDY LABOUR			(120,934)				
O.E.I.P. SUBSIDY PENSION			(1,127)				
O.E.I.P. SUBSIDY U.I.C.			(1,717)				
O.E.I.P. SUBSIDY LABOUR			(3,187)				
SUB		(70,663)	(251,841)	(117,600)	(123,100)	(148,034)	(148,034)
<b>TOTAL</b>		(70,663)	(251,841)	(117,600)	(123,100)	(148,034)	(148,034)

<b>NET REQUIREMENT</b>		5,488	15,888	24,619	24,900	26,966	26,966
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<b>FUNCTION</b> Transportation Services	<b>DEPARTMENT</b> Engineering	<b>CITY OF CHATHAM</b> <b>CURRENT BUDGET</b>
<b>PROGRAM</b> Roadways	<b>ACCOUNT NO.</b> 23334	
<b>ACTIVITY</b> General Maintenance		

To repair asphalt, concrete and gravel roads, alleys and right-of-ways.

Highlights and Justification of Budget Proposals

23334 Contracts (Priming, Resurfacing, Sealing:)

A major increase in resurfacing budget has been requested, to provide for seriously deteriorating streets.

Part of this account provides for the surface treating of gravel streets to virtually eliminate summer maintenance, which would normally consist of grading and dust control and considerable winter and spring maintenance because of break-up. Also included is money for sealing of cracks, where the surface is deteriorated to a point of allowing water to enter the pavement structure thus allowing frost deterioration of the surface.

~~Projects are: Resurfacing \$381,000, Surface Treatment \$40,000, Crack Sealing \$40,000 and Frost Heaves \$30,000, for a total of \$491,000.~~

The resurfacing projects are as follows:

Upper Tier and/or Bus Routes

<u>Street</u>	<u>From</u>	<u>To</u>	<u>Cost.</u>
Richmond Street	Keil Drive	Lacroix Street	\$233,000
Thames Street	Fifth Street	Grand Avenue	\$ 64,000
Sections of St. Michael, Ordon, Chippewa, Queen			\$ 40,000

Lower Tier - Non-Bus Routes

Fielder Street	Sandys Street	Sheldon Avenue	\$ 17,000
Selkirk Street	Van Allen Avenue	Coverdale Street	\$ 13,000
Croydon Street	Churchill Street	Woods Street	\$ 14,000
		<b>TOTAL</b>	<b>\$381,000</b>

**REVISED**  
General Reduction

\$100,000  
\$281,000

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION Transportation Services

DEPARTMENT Engineering

CITY OF CHATHAM

PROGRAM Roadways

ACCOUNT NO. 23335-  
23350

CURRENT BUDGET

ACTIVITY General Maintenance

**23335 Equipment Rental:**

This account covers the rental of road grader and other small pieces of equipment to maintain gravel roads and alleys. This expenditure basically provides for the grading of the gravel roads during spring break-up and preparing gravel streets for tar and chip following spring break-up.

**23339 Equipment Maintenance:**

Included in this account are the repairs to equipment which is used for road repairs, asphalt rollers and trucks; equipment numbers 18, 5, 16, 38 and front end loader #33. It is anticipated that approximately \$27,000 will be required to maintain the trucks, the front end loader and asphalt equipment. Winter control units have been removed from this account. The amount budgeted reflects needed maintenance on the remaining pieces of equipment. For the purposes of reserve fund accounting, additional money is budgeted for internal equipment rental total of \$43,875 of which \$27,000 is maintenance and \$16,875 is allotted for the equipment reserve fund.

**23350 Townline Roads:****General and Indian Creek Road Harwich:**

Indian Creek Road from Queen to Creek Road was maintained entirely from this Account prior to 1982. In 1982 the south side of the road became a Suburban Road and now 1/2 of the work done on the road can be charged directly to the County, except for minor maintenance on it and other boundary roads. Money was budgeted in this account in 23334 in the 1983 budget for this work

In 1984 it is proposed to carry out the preliminary design for reconstruction of Indian Creek Road (reconstruction is in the Capital Budget as a staged project) by Consultant. \$30,000 is budgeted for this purpose.

**DELETE****STAFF COMPLEMENT**

1981

1982

1983

1984

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS



**FUNCTION** TRANSPORTATION SERVICES  
**PROGRAM** ROADWAYS  
**ACTIVITY** GENERAL MAINTENANCE

**DEPARTMENT** ENGINEERING  
**ACCOUNT NO.** 23335-23350

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
23335	EQUIPMENT RENTAL	15,664	28,932	18,019	19,000	22,000	22,000
23339	EQUIPMENT MAINTENANCE	22,686	25,238	30,791	25,800	43,875	43,875
23350	TOWNLINER ROADS	5,583	628	1,595	0	37,000	7,000
SUB		43,933	54,798	50,405	44,800	102,875	72,875
TOTAL		244,523	434,151	446,682	442,800	768,875	638,875

REVENUE							
N.T.C. SUBSIDY				(9,000)		(18,500)	(3,500)
O.E.I.P. SUBSIDY			(9,683)			0	0
SUB		0	(9,683)	(9,000)	0	(18,500)	(3,500)
TOTAL		(132,883)	(317,324)	(253,629)	(248,100)	(412,034)	(347,034)

NET REQUIREMENT		111,640	116,827	193,053	194,700	356,841	291,841
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**FUNCTION** TRANSPORTATION SERVICES  
**PROGRAM** BRIDGE  
**ACTIVITY** MAINTENANCE AND OPENINGS

**DEPARTMENT** ENGINEERING  
**ACCOUNT NO.** 23402-23434

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
23402	LABOUR	10,614	9,901	16,305	13,700	15,750	15,750
23426	LACROIX BRIDGE DEBENTURE						
23433	MATERIALS	3,034	3,813	4,083	4,100	4,500	4,500
23434	CONTRACTS	751	2,404	13,526	18,000	0	0
In 1983, the amount of \$2,988.00 was encumbered against account number 23434.							
SUB		14,399	16,118	33,914	35,800	20,250	20,250
TOTAL		14,399	16,118	33,914	35,800	20,250	20,250

REVENUE							
M.T.C.		(7,124)	(9,652)	(17,401)	(21,500)	(14,900)	(14,900)
SUB		(7,124)	(9,652)	(17,401)	(21,500)	(14,900)	(14,900)
TOTAL		(7,124)	(9,652)	(17,401)	(21,500)	(14,900)	(14,900)

NET REQUIREMENT		7,275	6,466	16,513	14,300	5,350	5,350
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FUNCTION	Transportation Services
PROGRAM	Street Widening
ACTIVITY	Contracts, Reports

DEPARTMENT	Engineering
ACCOUNT NO.	23551- 23552

CITY OF CHATHAM
CURRENT BUDGET

To construct widenings and reconstruct major streets in the City of Chatham.

Highlights and Justification of Budget Proposals:

23551 Street Widening and Paving:

Miscellaneous curb repairs are carried out each year to replace broken, settled sections to make vehicular travel safer and to rectify drainage problems.

\$ 5,000

In recent years new developments have come under Site Plan Control legislation. Although improvements on private property are usually at the owner's expense, most of the improvements to the boulevard, that is, curb opening, new curbs and sidewalk changes precipitated by the curb changes are the cost of the City of Chatham. However, the Planning Board occasionally recommends that these repairs be made. Money is budgeted here to carry out this work on a first come, first served basis.

\$-10,000 0

Roads Needs Study update, normally completed by consultant will be carried out in-house in 1984, no subsidy is available using in-house staff.

NIL

William-King Intersection Improvement  
turning radius improvement at N.W. Corner  
(referred to 1984 Budget by Council)

\$-15,000 0

Survey monument maintenance and repairs. To make some of these monuments accessible it is necessary to rebuild or recap them. This work is 50% subsidizable.

\$-10,000 0

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b> TRANSPORTATION SERVICES	<b>DEPARTMENT</b> ENGINEERING	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b> STREET WIDENING	<b>ACCOUNT NO.</b> 23551	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b> CONTRACTS, REPORTS		

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
23551 STREET WIDENING + PAVING	16,234	16,234	34,889	60,000	40,000	5,000
In 1983, the amount of \$5,000.00 was encumbered against account number 23551.						
SUB	16,234	16,234	34,889	60,000	40,000	5,000
<b>TOTAL</b>	16,234	16,234	34,889	60,000	40,000	5,000

REVENUE						
M.T.C. PART X DEVELOPER DEPOSIT MONUMENT SUBSIDY	(7,052)	(4,200)	(14,000) (8,950)	(25,300) (8,950)	(15,000) (5,000)	0 (2,500)
SUB	(7,052)	(4,200)	(22,950)	(34,250)	(20,000)	(2,500)
<b>TOTAL</b>	(7,052)	(4,200)	(22,950)	(34,250)	(20,000)	(2,500)

<b>NET REQUIREMENT</b>	9,182	12,034	11,939	25,750	20,000	2,500
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FUNCTION Transportation Services

DEPARTMENT Engineering

CITY OF CHATHAM

PROGRAM Street Widening

ACCOUNT NO. 23552-

CURRENT BUDGET

ACTIVITY Contracts, Reports

To construct widenings and reconstruct major streets in the City of Chatham.

Highlights and Justification of Budget Proposals:

23552 Connecting Link:

The Traffic Operations study recommends major improvements be made to St. Clair Street from McNaughton Avenue to Wiltshire Drive. Since this work is a high priority in the report in order to aid traffic flow at this major intersection, it is recommended that these improvements be made in 1984.

Since this project is on connecting links, it is eligible for 75% subsidy. Approval has not been obtained at this time, and the work would not be proceeded with unless 75% subsidy were available.

The amount of \$15,000 has been budgeted to pay for property at the corner of Park Avenue and Queen Street, which was purchased in 1978, project was constructed, but the land compensation settlement was only finalized in 1983 (property is subsidized at 50%). The payment was not made in 1983 and will be required in 1984.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







## FUNCTION

Transportation Services

## PROGRAM

Transit

## ACTIVITY

Operating Costs

## DEPARTMENT

Engineering

## ACCOUNT NO.

23734

## CITY OF CHATHAM

## CURRENT BUDGET

To operate the Bus Transit Services for the regular Chatham Transit System.

Highlights and Justification of Budget Proposals.

23734 Operating Cost:

Operating cost consists of payment to contractor according to the Agreement for providing regular Transit Service.

The Chatham Transit Service will consist of eight transit routes operating during the hours of 6:00 a.m. to 6:30 p.m. Monday to Thursday and Friday the hours of operation will be 6:00 a.m. to 9:30 p.m.; Saturdays, the service will operate between 8:00 a.m. to 6:30 p.m. In addition, two additional buses will operate between the hours of 7:30 a.m. to 9:00 a.m. and 3:00 p.m. to 5:00 p.m. Monday through Friday to accommodate the student demand.

Audit

\$ 600.00

Cleaning bus shelters (\$100/month)

\$ 1,200.00

Advertising

\$--5,000.00

Canadian Urban Transit Annual Fair

Meeting - Ottawa

\$--1,200.00

Basic Service (5% increase in mileage rate)

Monday \$2.196/mi. x 12.5 hrs. x 49 days  
x 101.2 mi. = \$136,119.06

Tuesday \$2.196 x 12.5 x 51 x 101.2 = 141,674.94

Wednesday \$2.196 x 12.5 x 51 x 101.2 = 141,674.94

Thursday \$2.196 x 12.5 x 52 x 101.2 = 144,452.88

Friday \$2.196 x 15.5 x 51 x 101.2 = 175,676.92

Saturday \$2.196 x 10.5 x 52 x 101.2 = 121,340.41

\$860,939.15

\$860,939.15

Extended evening hour service

Christmas Season (2 weeks)

\$ 8,047.47

Supplementary service (9.2% increase  
no built in fuel escalator costs,  
fixed all year)

\$338.50 x 196 days

\$ 66,346.00

\$943,332.62

Revenue

M.T.C. operating subsidy calculated based on 50% of the theoretical net operating cost + 25% of the difference between the actual net cost and the theoretical net cost.

Increased transit fares represent a .05¢ increase to existing fare rates.

Adults - 65¢ to 70¢, Students & Seniors 45¢ to 50¢.

STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984







FUNCTION Transportation Services

PROGRAM Transit

ACTIVITY Capital Costs

DEPARTMENT Engineering

ACCOUNT NO 23746

CITY OF CHATHAM

CURRENT BUDGET

Statement of Purpose:

Capital Cost:

23746 \$1,000 has been budgeted for the repair of the Bus Transfer Terminal roof in addition to the \$1,000 encumbered from the 1983 budget. Presently when it rains, water accumulates on the Terminal roof and overflows onto the Transit passengers boarding and unboarding. Repair estimates obtained in 1983 revealed higher than anticipated costs.

\$--7,000 0

Also budgeted in this account is \$8,000, in addition to the \$130,000 encumbered from the 1983 budget for the purchase of one 30 foot transit vehicle, with coin box, as approved by Council (to cover 1984 inflation).

\$ 8,000

Money has also been budgeted as approved by Council, at the December 19, 1983 meeting, for the replacement of four transit vehicle engines, with diesel engines to provide a more current and efficient fleet.

\$ 34,000

Also budgeted is the installation of a bus shelter on Wedgewood near Goldmere

\$--2,600 0

\$ 45,600

STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984



<b>FUNCTION</b>	TRANSPORTATION SERVICES	<b>DEPARTMENT</b>	ENGINEERING	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	TRANSIT	<b>ACCOUNT NO.</b>	23746	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	CAPITAL COSTS			

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
23746 CAPITAL COSTS	2,600	(420)	40,288	137,000	45,600	42,000
In 1983, the amount of \$32,750.00 was encumbered against account number 23746.						
SUB	2,600	(420)	40,288	137,000	45,600	42,000
<b>TOTAL</b>	726,382	837,256	905,529	995,300	988,933	979,133

REVENUE						
4332 H.T.C. SUBSIDY			0	(102,750)	(34,200)	(31,500)
SUB	0	0	0	(102,750)	(34,200)	(31,500)
<b>TOTAL</b>	(497,341)	(561,481)	(589,710)	(723,650)	(691,701)	(685,901)

<b>NET REQUIREMENT</b>	229,041	275,775	315,819	271,650	297,232	293,232
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FUNCTION Transportation Services  
 PROGRAM Transit  
 ACTIVITY Handi-Bus Operation

DEPARTMENT Engineering  
 ACCOUNT NO. 23747

CITY OF CHATHAM  
 CURRENT BUDGET

To provide Handi-Bus Transit facilities to the level of service requested by Council.

Highlights and Justification of Budget Proposals.

23747 Handi-Bus Operating Cost:

The provision of the Handi-Bus is covered by this item. The operating cost consists of payment to the Contractor, according to the Agreement for providing bus service for the physically handicapped. The service is provided Monday to Saturday from 8:00 a.m. to 6:00 p.m. for approved eligible persons by pre-arranged scheduling.

A request received in 1983 for Handi-Bus Service to C.M. Wilson Park, was referred to 1984 Budget by Council. We have included \$2,000 as an estimate for this service for 1984.

We have been requested to budget for evening service from 6:00 p.m. to 12:00 a.m., 2 nights per week, estimated at \$5,700.

\$ 43,500  
 \$-51,200

Revenue

The Fare revenue consists of \$1.00 for a one-way trip/passenger, including a \$1,000 lump sum cash donation from the Royal Canadian Legion Branch #28

The fare revenue also reflects a .25¢ increase/trip, based on Chatham Coach Lines' 1984 per trip increased cost.

The M.T.C. subsidy consists of 50% of the total operating expense.

Detailed Work Programs:

1. Maintain Bus
2. Operate Bus
3. Promotional

STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)  
 UNSCHEDULED SALARIED POSITIONS  
 WAGE MAN YEARS  
 TOTAL FULL TIME EQUIVALENT POSITIONS

1981 1982 1983 1984




FUNCTION TRANSPORTATION SERVICES

PROGRAM TRANSIT

ACTIVITY HANDI-BUS OPERATION

DEPARTMENT ENGINEERING

ACCOUNT NO. 23747-23748

CITY OF CHATHAM

CURRENT BUDGET

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
23747	HANDICAPPED OPERATING	29,955	40,378	40,413	46,200	51,200	43,500
23748	TOKEN PURCHASE		2,305	1,100	0		
SUB		29,955	42,683	41,513	46,200	51,200	43,500
TOTAL		756,337	879,939	947,042	,041,500	1,040,133	1,022,633

REVENUE							
4332	M.T.C. SUBSIDY		(39,847)	(20,200)	(23,100)	(25,250)	(21,000)
4554	HANDICAPPED FARES	(3,262)	(5,200)	(5,658)	(5,775)	(7,600)	(7,600)
SUB		(3,262)	(45,047)	(25,858)	(28,875)	(32,850)	(28,600)
TOTAL		(500,603)	(606,528)	(615,568)	(752,525)	(724,551)	(714,501)

NET REQUIREMENT

255,734

273,411

331,474

288,975

315,582

308,132



**FUNCTION**

Transportation Services

**PROGRAM**

Roads - Not Subsidizable

**ACTIVITY**Miscellaneous, Labour,  
Equipment, Maintenance**DEPARTMENT**

Engineering

**ACCOUNT NO.**24101-  
24140

CITY OF CHATHAM

CURRENT BUDGET

Repairing and maintaining Public Works Buildings, Telephones and Radio, Public Works  
Maintenance, Miscellaneous Tools and Supplies

Highlights and Justification of Budget Proposals24101 Salaries:

This account covers salaries of Engineers, Inspectors, Draftsmen, Works Supervisors, Assistants, Students and Secretaries. Salaries have been budgeted for 5% increase. Revenue is shown for these positions, since M.T.C. Subsidy and charges of Engineering time to local improvements make many of these positions revenue producing (i.e. 13% of construction cost chargeable for Engineering, 7% Maintenance). Allowance is made for Traffic Co-ordinator and crossing guard which were transferred from account 24402.

24102 Labour - Maintenance:

This account covers non-subsidizable charges for personnel time which cannot be transferred to other accounts, including the maintenance man, gas man at the Works Garage and the two Mechanics. Based on historical spending allowances for inflation, and the amount budgeted appears to be reasonable. Also included in this amount is an allowance for a existing employee to perform painting and bodywork skills to existing vehicles.

**STAFF COMPLEMENT**

	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	18.0	17.0	16.0	17
UNSCHEDULED SALARIED POSITIONS	3.0	-	-	-
WAGE MAN YEARS	2.5	1.54	2.0	2.2
TOTAL FULL TIME EQUIVALENT POSITIONS	23.5	18.54	18.0	19.2



**FUNCTION** TRANSPORTATION SERVICES  
**PROGRAM** ROADS - NOT SUBSIDIZABLE  
**ACTIVITY** MISCELLANEOUS, LABOUR  
 EQUIPMENT, MAINTENANCE

**DEPARTMENT** ENGINEERING  
**ACCOUNT NO.** 24101-24108

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
24101	SALARIES	459,634	503,177	519,400	517,070	600,000	600,000
24102	LABOUR	44,256	28,881	32,767	39,400	40,000	40,000
24103	SEPARATION & RETIREMENT	1,110	933	6,137	935	935	935
24105	PENSIONS	96,283	111,733	112,535	108,270	115,000	115,000
24106	MEDICALS	81,451	104,340	110,060	120,860	120,860	120,860
24107	UNEMPLOYMENT INSURANCE	22,335	23,460	35,617	35,395	37,160	37,160
24108	WORKMEN'S COMPENSATION	19,231	22,386	26,756	25,710	26,900	26,900
SUB		724,300	794,910	843,272	847,640	940,855	940,855
<b>TOTAL</b>		724,300	794,910	843,272	847,640	940,855	940,855

REVENUE							
CAPITAL PROJECTS						(100,000)	(100,000)
M.T.C.		(58,984)	(20,000)	(20,000)	(20,000)	(30,000)	(30,000)
O.E.I.P. -SALARIES			(26,460)				
O.E.I.P. -PENSIONS			(1,080)				
O.E.I.P. SUBSIDY-U.I.C.			(1,520)				
SUB		(58,984)	(49,060)	(20,000)	(20,000)	(130,000)	(130,000)
<b>TOTAL</b>		(58,984)	(49,060)	(20,000)	(20,000)	(130,000)	(130,000)

<b>NET REQUIREMENT</b>		665,316	745,850	823,272	827,640	810,855	810,855
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**FUNCTION** Transportation Services

**PROGRAM** Roads - Not Subsidizable

**ACTIVITY** Miscellaneous, Labour  
Equipment, Maintenance

**DEPARTMENT**

**ACCOUNT NO.** 24111

**CITY OF CHATHAM**

**CURRENT BUDGET**

To provide for travelling expenses of Engineering employees when attending meetings, courses, conference.

Highlights and justification of Budget Proposals

24111 Travel and Training

Engineering Division:

Two of the technicians will be attending advanced Inspection Technology Training Courses which are sponsored by the Ministry of Transportation and Communications, who in turn subsidize the cost at the rate of 50%. In the past we have usually sent 3 technicians.

Total Cost \$2,000  
(net to City \$1,000)

An allowance is provided for miscellaneous technical sessions, demonstrations, equipment shows of short duration for supervisory staff.

\$ 250

The Assistant City Engineer will be participating in the Municipal Engineers Annual Meeting and MEA/APWA Computer Seminar.

Annual Meeting \$ 250  
Seminar (3 days) \$ 500

The City Engineer will be participating in the Municipal Engineers Annual Meeting, Workshop, M.T.C. Education Committee and Works Design Manual Committee. As well it is proposed that he attend the Roads and Transportation Conference on High Technology in Transportation. It is also necessary to attend other 1 day seminars such as Ontario Waste Management.

Annual Meeting \$ 250  
Workshop (3 days) \$ 600  
R.T.A.C. (4 days) \$ 800  
Committee Meetings \$ 250  
Total Engineering \$5,000

**STAFF COMPLEMENT**

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984



FUNCTION	Transportation Services
PROGRAM	Roads - Not Subsidizable
ACTIVITY	Miscellaneous, Labour Equipment, Maintenance

DEPARTMENT
ACCOUNT NO.24111

CITY OF CHATHAM
CURRENT BUDGET

To provide for travelling expenses of Engineering employees when attending meetings, courses, conference.

Highlights and justification of Budget Proposals

24111 Travel and Training:

Works Division:

The Assistant Works Superintendent and Road Foreman attend the C.S. Anderson Road School for 3 days, which is subsidized by the M.T.C. (different topics)  
Total Cost \$ 300

The Works Superintendent attend either the Canadian Public Works Exhibition and Educational Workshop or the Ontario Good Roads Seminar. Final decision will be made when content of each program is evaluated. Attend the Ministry of Transportation and Communication Course on Municipal Maintenance Roadside Vegetation which is 50% subsidizable.

Workshop \$ 400  
Course \$ 400

A safety program will be initiated in 1984 consisting of pins and certificates for driver safety and overall job safety. The amount needed is small compared to the positive results expected.

\$ 300

TOTAL Public Works \$1,400

Traffic Division:

The Traffic Co-ordinator plans to attend the Ontario Traffic Conference and other miscellaneous courses on traffic operations, transit, etc.

Conference \$ 400  
Courses \$ 300

TOTAL Traffic \$ 700

SUB TOTAL \$2,100

TOTAL \$7,100

General Reduction \$ 650

\$6,450

REVISED

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



**FUNCTION** TRANSPORTATION SERVICES  
**PROGRAM** ROADS - NOT SUBSIDIZABLE  
**ACTIVITY** MISCELLANEOUS, LABOUR  
 EQUIPMENT, MAINTENANCE

**DEPARTMENT** ENGINEERING  
**ACCOUNT NO.** 24111

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
24111 TRAVEL AND TRAINING	8,385	7,940	6,215	6,400	7,100	6,450
24112						
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24198						
24199						
SUB	8,385	7,940	6,215	6,400	7,100	6,450
<b>TOTAL</b>	732,685	802,850	849,487	854,040	947,955	947,305

REVENUE							
M.T.C. SUBSIDY FOR COURSE		(1,100)	(1,500)	(900)	(900)	(1,200)	(1,200)
SUB		(1,100)	(1,500)	(900)	(900)	(1,200)	(1,200)
<b>TOTAL</b>		(60,084)	(50,560)	(20,900)	(20,900)	(131,200)	(131,200)

<b>NET REQUIREMENT</b>	672,601	752,290	828,587	833,140	816,755	816,105
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FUNCTION	Transportation Services
PROGRAM	Roads - Not Subsidizable
ACTIVITY	Miscellaneous, Labour, Equipment, Maintenance

DEPARTMENT
ACCOUNT NO. 24112- 24138

CITY OF CHATHAM
CURRENT BUDGET

Highlights and Justification of Budget Proposals

24112 Legal and Special Fees

To cover miscellaneous Engineering and Legal Fees for the Department, formerly budgeted under General Government

24114 Telephone and Two-Way Radios:

**REVISED**  
This account basically covers telephone charges for the Works Garage, repairs to mobile radios. It has been brought to our attention that some of the older vehicle units are made up of two separate pieces and will be obsolete within five years. With this in mind and to reduce a sudden expense it is suggested to replace three units in 1984, at \$1,200 per unit. Also \$1,400 has been budgeted for dedicated time for the computer.

24130 Association, Memberships and Subscriptions

These items have been budgeted under General Equipment in previous years. For functionalization of budget they are included here. They consist of M.E.A., R.T.A.C., I.T.E., O.R.C.D.A. as examples.

24137 Furniture and Equipment Maintenance

**REVISED**  
Displaywriter maintenance \$2,520

24138 Building Maintenance and Repairs:

This account covers maintenance, repairs, supplies and additions to all Works Buildings.

- a) It is planned to carry out needed repairs to the office floor and other minor office repairs, misc. painting, door repair. \$1,600
- b) Historically money is needed for other general repairs to the major buildings, painting, window, roof, door repair, eavestrough patching, etc. In 1983 \$1,400 was spent on repairs to roof of the City Garage. Further examination has revealed that more significant roof repairs will be needed in 1984. \$5,000

As part of the energy conservation program an application for \$12,800 insulation and siding grant has been submitted, of which 1/3 is grant. To complete the metal clad siding of the garage an additional \$10,000 is budgeted to improve the appearance but not the energy efficiency. \$22,800 total; net \$18,540.

**REVISED**

Suggested Reduction \$(11,600)

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b>	TRANSPORTATION SERVICES	<b>DEPARTMENT</b>	ENGINEERING	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	ROADS - NOT SUBSIDIZABLE	<b>ACCOUNT NO.</b>	24112-24138	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	MISCELLANEOUS, LABOUR EQUIPMENT, MAINTENANCE			

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
24112 LEGAL AND SPECIAL FEES					4,000	4,000
24114 TELEPHONE AND RADIOS	3,230	3,421	4,248	4,400	9,400	4,400
24122 BUILDING HEAT, LIGHT	10,041	9,001	10,633	12,700	14,000	14,000
24125 BUILDING INSURANCE	3,044	2,332	4,675	3,900	4,400	4,400
24126 ROADWAY DEBT PRINCIPAL	189,749	199,840	219,654	279,654	440,110	440,110
24127 ROADWAY DEBT INTEREST	220,139	200,874	180,347	180,347	400,546	400,546
24130 ASSOC. & MEMBERSHIPS	1,273	1,074	11,766	1,185	600	600
24135 EQUIPMENT RENTAL			3,207	3,600		
24137 FURNITURE & EQUIP. MTCB.	172	125	368	200		2,520
24145 NEW FURNITURE & EQUIP.			246	215		
24138 BUILDING MAINTENANCE	17,597	14,452	11,766	2,250	29,400	17,800
SUB	445,245	431,119	446,910	488,451	902,454	888,774
<b>TOTAL</b>	1,177,930	1,233,969	1,296,397	1,342,491	1,850,411	1,835,681

REVENUE						
ENERGY GRANT					(4,260)	(4,260)
SUB		0	0	0	(4,260)	(4,260)
<b>TOTAL</b>		(60,084)	(50,560)	(20,900)	(135,460)	(135,460)

<b>NET REQUIREMENT</b>	1,117,846	1,183,409	1,275,497	1,321,591	1,714,951	1,700,221
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**FUNCTION** Transportation Services

**PROGRAM** Roads - Not Subsidizable

**ACTIVITY** Truck Maintenance and Miscellaneous Equipment Purchase

**DEPARTMENT** Engineering

**ACCOUNT NO.** 24140-  
24146

**CITY OF CHATHAM**  
**CURRENT BUDGET**

Providing truck maintenance and miscellaneous equipment used in the operation of the Works Garage.

Highlights and Justification of Budget Proposals

24140 Truck Maintenance:

This account covers the maintenance and repairs and operating costs for supervisory vehicles including Works and Engineering vehicles (2,4,12,19,27,28,40,45,46 & 51). For the purposes of reserve fund accounting, additional money is budgeted for internal equipment rental, of \$60,100 of which \$27,000 is maintenance and \$33,100 is allotted for the equipment reserve fund.

Suggested Maintenance Reduction \$13,100

24146 Equipment Purchase

This account provides for the replacement of miscellaneous equipment, attached to the Works Garage.

a) Existing gas pump is now beyond repair, when it is needed for emergencies and normal use it has failed resulting in considerable time wasted in purchasing gas elsewhere. \$-4,500 0

b) When clock is not in use the timekeeper spends extra time in computing wages, which occurs fairly often. \$-1,000 0

c) Existing wash pedestal used by 45 labourers is a 1920 vintage; plumbing apparatus is patched beyond practicable use and unsanitary. Original was purchased used. \$ 2,100

d) Existing washer is now beyond repair. Because of fear of explosion the heater cannot be used resulting in a sub-standard cleaning unit. Presently it is only used with cold water. \$-6,000 0

e) To provide a remote computer station at the Works Garage to access account information and input labour time. Necessary to the proper utilization of the Maintenance Management System. \$16,300 0

f) Propane storage tank installation at Works Garage to fill those vehicles converted at Works, Police, etc. \$-2,500 0

\$32,400  
\$ 2,100

**STAFF COMPLEMENT**

1981

1982

1983

1984

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS







**FUNCTION** Transportation Services

**PROGRAM** Roads - Not subsidizable

**ACTIVITY** Tools & Equipment - Works Division

**DEPARTMENT** Engineering

**ACCOUNT NO.** 24147

**CITY OF CHATHAM**  
**CURRENT BUDGET**

The money budgeted is for the replacement of worn out tools and miscellaneous equipment.

Highlights and Justification of Budget Proposals.

24147 Miscellaneous Tools & Equipment:

This account provides for the purchase of tools and equipment for the Works Department, new and replacement which are essential for the day to day operations of the Department.

Works Division:

A) Supplies:

Oxy-Acetylene Supply for Shop:

The mechanical repairs shop at the Works Department uses welding apparatus continually throughout the year to repair trucks, tractors and other equipment. The amount budgeted here is for the supply of oxygen and acetylene and tank rental.

\$1,500

Decals:

The amount budgeted is for the purchase of a stock of incidental decals which need to be replaced from time to time, and City crests for the Departments.

\$-1,400 0

Towels, Bolts, Glue, Electrical Parts, Etc.

This budget item is provided for the purchase of all small miscellaneous parts and accessories and is used for the purchase of nails and glue, bolts, screws and other miscellaneous parts too small and numerous to mention which are used for various sundry small repair jobs on hand tools, equipment and buildings.

\$ 1,500

Brooms, Shovels, Forks, Rakes, Handles:

The amount budgeted here for the total quantities of small tools required by the clean up crews in carrying out their work for the year and for the asphalt crew, etc. These tools are essential for carrying out the work and tend to be used in great numbers because of the size of the crews involved. The tools are worn out and broken during normal operations and must be replaced.

\$ 1,500

Total Part A \$ 5,900

\$ 4,500

**STAFF COMPLEMENT**

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984



**FUNCTION** Transportation Services

**PROGRAM** Roads - Not subsidizable

**ACTIVITY** Tools & Equipment - Works Division

**DEPARTMENT** Engineering

**ACCOUNT NO.** 24147

**CITY OF CHATHAM**

**CURRENT BUDGET**

24147 Miscellaneous Tools and Equipment.

Works Division:

B) Equipment:

Flashers, Batteries and Stands, Barricades:

This item provides for the purchase and replacement of batteries and flashers because they are either worn out, stolen or damaged when being used to channelize traffic in City streets during construction programs. These facilities are also used for emergencies, barricading for snow removal and crowd control and are essential to comply with the Occupational Health and Safety Act.

\$ 1,200

Garage Maintenance Tools:

In order to provide for replacement of small mechanic's tools, drills, wrenches, vehicle testing equipment and the purchase of new equipment this budget item is maintained. The amount budgeted is similar to that spent in 1983 on sundry tool replacement with a small allowance for inflation.

\$ 1,200

Towels, Paper, Soap, Cleaners, Etc.

These are supplies for wash rooms, cleaning the cafeteria, office area of the Work's Garage, Truck washer hoses, soap solution.

\$ 1,000

Total Part B

\$ 3,400

TOTAL

\$-8,300

\$ 6,900

Detailed Work Program:

- a) Purchase miscellaneous supplies.
- b) Purchase tools, replacement and new.
- c) Cleaning solutions, truck washer parts, etc.
- d) Repair parts for innumerable pieces of equipment, items, facilities.

**STAFF COMPLEMENT**

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984







## FUNCTION

Transportation Services

## PROGRAM

Roads - Non Subsidizable

## ACTIVITY

Street Name Signs,  
Suburban Roads

## DEPARTMENT

Engineering

## ACCOUNT NO.

24153-  
24154

## CITY OF CHATHAM

## CURRENT BUDGET

These activities consist of supplying replacement street name signs and paying the City of Chatham's share for suburban road maintenance and construction to the County of Kent.

Highlights and Justification of Budget Proposals:24153 Street Name Signs:

This account covers the supply of new street name signs. The program of updating signs is complete and only minor maintenance, covered under the Traffic Budget is required. No money is budgeted.

24154 Suburban Roads:

Based on Part 8 of the Public Transportation and Highway Improvement Act, the City of Chatham provides its share of maintenance and reconstruction money to cover work on designated suburban roads adjoining the City of Chatham, lying in the County of Kent. The budget amount is based on a maximum of 1/2 mil of the equalized assessment of the City of Chatham, as adjusted by the Minister of Transportation and Communications. The assessment value has been set at the 1970 value in past years by the Minister, but he has altered it to the 1979 value in 1983.

The Suburban Road Budget is then \$76,000.

## STAFF COMPLEMENT

1981

1982

1983

1984

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS



**FUNCTION** TRANSPORTATION SERVICES  
**PROGRAM** ROADS-NOT SUBSIDIZABLE  
**ACTIVITY** STREET NAME SIGNS  
 SUBURBAN ROADS

**DEPARTMENT** ENGINEERING  
**ACCOUNT NO.** 24153-24154

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
24153	STREET NAME SIGNS	1,488					
24154	SUBURBAN ROADS	58,500	62,000	69,000	69,000	76,000	76,000
SUB		59,988	62,000	69,000	69,000	76,000	76,000
<b>TOTAL</b>		<b>1,270,055</b>	<b>1,340,105</b>	<b>1,395,423</b>	<b>1,444,191</b>	<b>2,027,211</b>	<b>1,967,681</b>

REVENUE							
SUB		0	0	0	0	0	0
<b>TOTAL</b>		<b>(60,084)</b>	<b>(150,560)</b>	<b>(20,900)</b>	<b>(20,900)</b>	<b>(135,460)</b>	<b>(135,460)</b>

NET REQUIREMENT		1,209,971	1,289,545	1,374,523	1,423,291	1,891,751	1,832,221
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FUNCTION	Transportation Services
PROGRAM	Sidewalks
ACTIVITY	Snowplowing and Repairs

DEPARTMENT	Engineering
ACCOUNT NO.	24202- 24239

CITY OF CHATHAM
CURRENT BUDGET

Snowplowing and sanding in winter, and repairing broken sections as required.

#### Highlights and Justification of Budget Proposals

##### 24202 Snowplowing:

This account covers the labour costs of cleaning sidewalks with City forces. Expenditure in this account depends on the amount of snow, the use of snow blowers to remove the snow from sidewalks, and on providing sanding of sidewalks. In order to arrive at a budget figure it has been assumed that two snow removal operations and three snow removal sanding operations will have to be carried out in 1984.

##### 24233 Repairs to Sidewalks and Boulevards:

This is an annual budget item which is used to repair small sections of damaged sidewalk or boulevard. Only isolated problems are repaired under this account. Larger works are done under local improvement. This account covers both repairs to concrete sidewalks and repairs to grass boulevards where adjacent to sidewalks. The money spent under this account fluctuates yearly, based on the actual need for sidewalk repairs. \$5,000-\$10,000 is budgeted for sidewalk repairs; and \$40,000 is budgeted for the E.C.B.P. projects of which \$12,000 would be the City's share to build wheelchair ramps and margin wharfing.

Also budgeted is proposed sidewalk from Lark Street to McFarlane Drain across County of Kent Office Property \$ 5,200  
Also budgeted is the construction of Farmers Market stalls at the east end of Downtown Chatham. \$--4,800 \$ 1,500  
Also, repairs to stairs at Lacroix underpass \$--4,000 0

##### 24234 Pigeon Control:

Due to numerous complaints late in 1982 and 1983, \$2,500 is budgeted for this work, since the problem seems to be recurring. A trapping program is proposed.

##### 24239 Sidewalk Snow Equipment:

The three tractors used for sidewalk snow removal are #36, 37 and 47. 35% of cost of maintenance is charged to this account, for reserve fund accounting, additional money is budgeted for internal equipment rental, a total of \$6,780 is budgeted of which \$3,000 is for maintenance and \$3,780 is allotted for the equipment reserve fund. rental,

#### Detailed Work Programs:

- 1) Snowplowing walks in residential areas.
- 2) Clearing snow and ice from crosswalks and bridges.
- 3) Sanding Downtown area sidewalks.
- 4) Flushing Downtown walk with water jet.
- 5) Making temporary repairs to broken walks.
- 6) Replacing small sections where necessary (less than 30 m in length).

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	-	-	-	-
UNSCHEDULED SALARIED POSITIONS	-	1.5	1.5	1.80
WAGE MAN YEARS	0.4	0.3	0.33	0.19
TOTAL FULL TIME EQUIVALENT POSITIONS	0.4	1.8	1.83	1.99



<b>FUNCTION</b>	TRANSPORTATION SERVICES	<b>DEPARTMENT</b>	ENGINEERING	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	SIDEWALKS	<b>ACCOUNT NO.</b>	24202-24239	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	SNOW PLOWING AND REPAIRS			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
24202	SNOW PLOWING	4,923	5,561	1,915	3,000	4,000	2,000
24226	SIDEWALK PRINCIPAL	3,219	7,251	7,773	7,773	17,672	17,672
24227	SIDEWALK INTEREST	1,227	14,181	13,297	13,297	22,522	22,522
24233	REPAIRS AND MATERIALS	19,429	46,327	49,140	49,140	64,000	11,700
24234	PIGEON CONTROL		1,470	2,388	2,500	2,500	2,500
24239	SIDEWALK SNOW EQUIPMENT			4,000	2,857	6,780	6,780
24291	CAPITAL EXPENDITURES			62,502	0		
SUB		28,798	74,790	141,015	78,567	117,474	63,174
TOTAL		28,798	74,790	141,015	78,567	117,474	63,174

REVENUE							
M.T.C. SUBSIDY FOR COURSE C.C.D.P. AND SMALL CRAFT AND HARBOURS			(26,577)	(37,140)	(37,140)	(1,000) (28,000)	(1,000) 0
SUB		0	(26,577)	(37,140)	(37,140)	(29,000)	(1,000)
TOTAL		0	(26,577)	(37,140)	(37,140)	(29,000)	(1,000)

<b>NET REQUIREMENT</b>	28,798	48,213	103,875	41,427	88,474	62,174
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FUNCTION Transportation Services

PROGRAM Street Cleaning

ACTIVITY Sweeping and Flushing

DEPARTMENT Engineering

ACCOUNT NO. 24302-  
24355

CITY OF CHATHAM

CURRENT BUDGET

To clean and flush all streets and hand shoveling of dirt in the spring along the gutters.

#### Highlights and Justification of Budget Proposals

##### 24302 Labour

This account and account 23202, snow removal are closely inter-related since the labour used for snow removal is the same labour that is used for street cleaning and therefore both accounts fluctuate accordingly. The account covers operating the sweepers and hand shoveling the gutters for spring clean-up - normal cleaning operations. No overtime operation is planned, nor holiday replacement.

##### 24333 Materials (Litter Baskets, Flusher Water):

This account contains expenditures for purchase of water from the Chatham Water Commission for the street sweeper and washer, push brooms, litter baskets etc.

##### 24334 Contracts (Truck Rental and Clean-up):

Previously a contract was let to pick up large item refuse, now it is collected regularly by the Refuse Contractor and there is no budget required here.

##### 24339 Equipment Maintenance:

This account covers the cost of operating and maintaining the following equipment. Truck 1,30,31,08 and 16, which consists of one flusher, two sweepers and two dump trucks. For the purpose of reserve fund accounting, additional money is budgeted for internal equipment rental of \$72,700 consisting of \$31,000 maintenance and \$41,700 allotted for the vehicle reserve fund.

##### 24346 Equipment New:

This account includes the replacement of vehicles used on street cleaning operation. No equipment purchase is required in 1984.

##### 24355 Storm Debris and Emergencies:

This budget account is set up for emergency situations and has a nominal amount budgeted to cover such occurrences. However, in the recent past no money has been budgeted but allocation is found at the time of necessary emergency expenditure.

##### Detailed Work Programs:

- 1) Street Sweeping
- 2) Street Flushing
- 3) Litter baskets & garbage bags

- 4) Water for flushing & sweeping
- 5) Maintenance & operation of Trucks  
#01,30,31,08,16.
- 6) White wing-Downtown Litter pick up.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	-	-	-	-
UNSCHEDULED SALARIED POSITIONS	-	-	-	-
WAGE MAN YEARS	7.1	3.84	4.09	4.44
TOTAL FULL TIME EQUIVALENT POSITIONS	7.1	3.84	4.09	4.44



**FUNCTION** TRANSPORTATION SERVICES**PROGRAM** STREET CLEANING**ACTIVITY** SWEEPING AND FLUSHING**DEPARTMENT** ENGINEERING**ACCOUNT NO.** 24302-24355**CITY OF CHATHAM****CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
24302	LABOUR	117,178	71,968	77,927	80,700	92,000	82,000
24333	WATER SUPPLIES	4,290	5,695	5,626	6,000	6,500	6,500
24334	OUTSIDE CONTRACTS	15,000					
24339	EQUIPMENT MAINTENANCE	28,879	27,964	32,883	28,000	72,700	72,700
24346	EQUIPMENT NEW	(300)					
24355	STORM DEBRIS/EMERGENCIES	2,366	3,172	6,064	0		
SUB		167,413	108,799	122,500	114,700	171,200	161,200
<b>TOTAL</b>		167,413	108,799	122,500	114,700	171,200	161,200

REVENUE							
M.T.C.		(96,714)	(84,410)	(89,000)	(88,460)	(117,058)	(112,058)
SUB		(96,714)	(84,410)	(89,000)	(88,460)	(117,058)	(112,058)
<b>TOTAL</b>		(96,714)	(84,410)	(89,000)	(88,460)	(117,058)	(112,058)

NET REQUIREMENT		70,699	24,389	33,500	26,240	54,142	49,142
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FUNCTION	Transportation Services
PROGRAM	Traffic Control
ACTIVITY	Pavement Markings, Signs, Traffic Signal Maintenance and modernizations.

DEPARTMENT	Engineering
ACCOUNT NO.	24402- 24439

CITY OF CHATHAM
CURRENT BUDGET

To provide traffic control devices and facilities according to law and/or acceptable standards and/or reasonable level of service.

Highlights and Justification

24402 Labour:

The amount of money budgeted in this item covers the wages for the 5.5 full time employees within the Sign Shop to carry out the services as provided in the past. The Traffic Co-ordinator and Crossing Guard have been moved to 24101

24410 Car Allowance:

The car allowance budgeted for use of the private vehicle of the Traffic Coordinator is not required in 1984 since Traffic maintenance has been transferred to the Works Department.

24439 Equipment Maintenance:

**REVISED**

This account covers the maintenance of vehicles 15 and 29, including miscellaneous repairs to paint machines, sign making equipment, oil, gas, etc. See previous noted. Internal equipment rental - which consists of \$10,000 for maintenance and \$4,000 for the equipment reserve fund.

\$ 6,000      ~~\$-14,000~~      \$10,000

Revenue

Revenue for 1982 and 1983 has been itemized by account.

Revenue for labour is minor since only a small portion of Sign Shop work is subsidizable.

Detailed Work Programs:

The operation and control of traffic signing and signals is covered by these budget numbers 24402 to 24480 and includes such work as:

- 1) supply, installation and maintenance of all direction, by-law traffic signing;
- 2) supply, installation, operation and maintenance of traffic signals, cross-walks;
- 3) payment for Municipal share of railway crossing safety equipment based on Canadian Transport Commission rulings;
- 4) traffic lane line stop bar and cross-walk painting, both in-house and contract.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	1.0	1.0	1.0	-
UNSCHEDULED SALARIED POSITIONS	-	-	-	-
WAGE MAN YEARS	7.4	6.98	5.4	5.56
TOTAL FULL TIME EQUIVALENT POSITIONS	8.4	7.98	6.4	5.56



**FUNCTION** TRANSPORTATION SERVICES**PROGRAM** TRAFFIC CONTROL**ACTIVITY** TRAFFIC SIGNALS, SIGNS**DEPARTMENT** ENGINEERING**ACCOUNT NO.** 24402-24439**CITY OF CHATHAM****CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
24402	LABOUR	122,357	130,845	128,894	125,300	115,000	115,000
24410	CAR ALLOWANCE	1,307	1,697	1,771	1,800	0	0
24439	EQUIPMENT MAINTENANCE	6,706	12,144	13,119	10,000	14,000	10,000
SUB		130,370	144,686	143,784	137,100	129,000	125,000
<b>TOTAL</b>		130,370	144,686	143,784	137,100	129,000	125,000

REVENUE							
H.T.C. LABOUR		(44,759)	(13,500)	(14,000)	(14,000)	(12,000)	(12,000)
EQUIPMENT			(2,500)	(2,700)	(2,700)	(2,700)	(2,700)
SUB		(44,759)	(16,000)	(16,700)	(16,700)	(14,700)	(14,700)
<b>TOTAL</b>		(44,759)	(16,000)	(16,700)	(16,700)	(14,700)	(14,700)

<b>NET REQUIREMENT</b>		85,611	128,686	127,084	120,400	114,300	110,300
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FUNCTION Transportation Services  
 PROGRAM Traffic Control  
 ACTIVITY Traffic Signal Lights Maintenance

DEPARTMENT Engineering  
 ACCOUNT NO 24441

CITY OF CHATHAM  
 CURRENT BUDGET

To provide traffic control devices and facilities according to law, acceptable standard, reasonable level of service.

Highlights and Justification of Budget Proposals.

24441 Traffic Signal Lights Maintenance:

This account covers the maintenance and hydro consumption charges for all traffic signals and pedestrian crossovers.

The traffic signal maintenance contract is a three year contract for the years 1983, 1984 and 1985. The contractor provides twenty-four hour traffic signal maintenance service, as well as any requested electrical associated works.

\$ 40,000

The 1984 budget reflects an 10% hydro increase, as well as increased hydro consumption at the proposed intersection modernizations.

\$ 21,000

The modernization of Lacroix Street at Richmond Street intersection will provide the addition of opposing left turn movements and vehicle actuation and interconnection of Lacroix and King, Lacroix and Wellington, to provide for smooth vehicle flow through these intersections and reduce the delays now experienced. Total cost of Richmond modernization and the interconnection will be

\$ 22,000.

The installation of pedestrian actuated traffic signal at St. Clair and Wilson to replace the existing pedestrian crossover, which is inadequate to control the pedestrian and vehicle movements. It should be noted that this work will save the cost of an Adult Crossing Guard (approximately \$3,200). Council, by motion in a regular meeting recommended the replacement of one pedestrian crosswalk per year with a pedestrian activated signal.

\$--8,000 0

The proposed modernization of Grand Avenue at Victoria Avenue intersection is required to replace rusted and unsafe poles and bases and a worn out controller. Since wiring is not compatible with new equipment, it is proposed to completely modernize the signals.

\$-35,000 0  
~~\$126,000~~  
 \$ 83,000

STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984



**FUNCTION** TRANSPORTATION SERVICES**PROGRAM** TRAFFIC CONTROL**ACTIVITY** TRAFFIC SIGNALS MAINTENANCE**DEPARTMENT** ENGINEERING**ACCOUNT NO.** 24441**CITY OF CHATHAM****CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
24441	TRAFFIC LIGHT MAINT.	88,181	67,084	72,479	65,000	126,000	83,000
SUB		88,181	67,084	72,479	65,000	126,000	83,000
<b>TOTAL</b>		218,551	211,770	216,263	202,100	255,000	208,000

REVENUE							
	H.T.C. SIGNAL MAIN.		(28,000)	(38,700)	(37,500)	(67,400)	(49,900)
SUB		0	(28,000)	(38,700)	(37,500)	(67,400)	(49,900)
<b>TOTAL</b>		(44,759)	(44,000)	(55,400)	(54,200)	(82,100)	(64,600)

NET REQUIREMENT		173,792	167,770	160,863	147,900	172,900	143,400
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<b>FUNCTION</b>	Transportation Services	<b>DEPARTMENT</b>	Engineering	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	Traffic Control	<b>ACCOUNT NO.</b>	24442- 24448	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	Wig Wag Maintenance, Equipment, new Traffic Lights.			

To provide traffic control devices and facilities according to law and/or acceptable standards and/or reasonable level of service.

#### Highlights and Justification

##### 24442 Wig-Wag Maintenance:

This account covers the invoices received from the three railway authorities, as the City of Chatham's portion of wig-wag maintenance. The amount budgeted reflects a 5% increase to \$41,000.

##### 24446 Shop and Equipment New:

1. Renovations to the Sign Shop must be made to provide for a safe and healthy work place. They include:
  1. Isolate existing bay to accomodate personnel working with dangerous chemicals.
  2. Moving all equipment related to chemicals from existing area to renovated central location.
  3. Supplying proper equipment and a large exhaust fan to remove hazardous fumes from employees. If an inspection by Ministry of Labour authorities did take place, it would probably result in a closure of the Sign Shop.

\$ 8,000
2. Vehicles 15 and 29 should have been replaced in 1982 but were deleted from the budget. They will be requested in 1984 from equipment reserve, with special equipment boxes and one post puller budgeted here. These will cut down on driving time to and from the Sign Shop for supplies.
 

\$--9,000 0
3. To improve communications and decrease wasted time in travelling back and forth to the Sign Shop it is proposed that a 2-way radio, remote base station be installed in the Sign Shop.
 

\$--7,500 0
4. The paint mixer is to replace the existing half-inch drill which is used presently to mix paint, which is worn out. This operation can be more efficiently carried out using the properly designed equipment.
 

\$----350 0
5. A portable generator to provide temporary power for the sign shop employees when providing maintenance repairs to traffic signs and parking equipment.
 

\$--2,000 0

##### 24448 Traffic Lights New:

This budget includes the signalization of the Baldoon-McNaughton intersection as proposed in the Traffic Operations Study. The underground piping was installed during the reconstruction of the street in 1979.

\$ 20,000

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







**FUNCTION** Transportation Services

**DEPARTMENT** Engineering

**CITY OF CHATHAM**
**PROGRAM** Traffic Control

**ACCOUNT NO.** 24449-  
24480

**CURRENT BUDGET**
**ACTIVITY** Pavement Markings, Signs,  
Miscellaneous.

To provide traffic control devices and facilities according to law and/or acceptable standard and/or reasonable level of service.

Highlights and Justification

24449 Wig-Wag - New (Signals Only):

24456 Signs and Materials:

The money budgeted in this account is for the purchase of aluminum blanks, paint and material to manufacture signs and material to maintain and erect new traffic control devices. The majority of the signs made from these materials are used for the traffic, transit and parking operations.

24457 Traffic Lane Marking:

This account provides for all centre line and lane line pavement markings tendered by the City, for all arterial and collector streets, included also is the supply of traffic paint to be used by the Sign Shop employees to paint crosswalks, parking stalls, intersections and stop bars throughout the City.

**STAFF COMPLEMENT**

1981

1982

1983

1984

**ESTABLISHED PERSONNEL (SALARIED)**
**UNSCHEDULED SALARIED POSITIONS**
**WAGE MAN YEARS**
**TOTAL FULL TIME EQUIVALENT POSITIONS**



<b>FUNCTION</b>	TRANSPORTATION SERVICES	<b>DEPARTMENT</b>	ENGINEERING	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	TRAFFIC CONTROL	<b>ACCOUNT NO.</b>	24449-24480	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	PAVEMENT MARKINGS, SIGNS MISCELLANEOUS			

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
24449 WIG-WAG NEW SIGNALS ONLY	15,000		(7,082)	3,000	0	0
24456 SIGNS AND MATERIALS	15,120	12,458	13,006	13,000	15,000	13,650
24457 TRAFFIC LANE MARKING	24,750	21,641	30,668	29,000	32,000	30,450
24480 MISCELLANEOUS	20,374	843	662	500	0	0
In 1983, the amount of \$7,500.00 was encumbered against account number 24449.						
In 1983, the amount of \$24,000.00 was encumbered against account number 24558.						
SUB	75,244	34,942	37,254	45,500	47,000	44,100
<b>TOTAL</b>	<b>348,967</b>	<b>275,637</b>	<b>297,277</b>	<b>309,800</b>	<b>383,850</b>	<b>321,100</b>

REVENUE						
SIGNS AND MATERIALS		(10,000)	(7,500)	(7,500)	(7,500)	(6,825)
WIG-WAGS NEW			0	(9,000)	0	0
TRAFFIC LANE MARKINGS	(15,244)	(10,820)	(15,330)	(14,500)	(16,000)	(15,225)
SUB	(15,244)	(20,820)	(22,830)	(31,000)	(23,500)	(22,050)
<b>TOTAL</b>	<b>(107,073)</b>	<b>(80,320)</b>	<b>(100,784)</b>	<b>(119,700)</b>	<b>(136,100)</b>	<b>(117,150)</b>

<b>NET REQUIREMENT</b>	<b>241,894</b>	<b>195,317</b>	<b>196,493</b>	<b>190,100</b>	<b>247,750</b>	<b>203,950</b>
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**FUNCTION** Transportation Services

**PROGRAM** Drainage Act Drains

**ACTIVITY** Maintenance and Cleaning

**DEPARTMENT** Engineering

**ACCOUNT NO.** 24558

**CITY OF CHATHAM**

**CURRENT BUDGET**

To provide for Cleaning and Maintaining Municipal Drains

Highlights and Justification of Budget Proposals:

1. Minor Maintenance:

This account provides for minor maintenance, brush and emergency cleaning of municipal drains to provide an adequate, acceptable level of service. Although the expenditures could be charged to the property owners receiving benefit, the charges are too small to economically do so. No increase is expected for 1984.

2. Specified Projects:

A specific project, namely Brigden Drain is budgeted for at \$750. Other drains proposed but not completed yet have been encumbered in 1983.

Detailed Work Programs:

1. General Maintenance:

- Brushing
- Debris Removal
- Minor Ditching
- Slope Repairs.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



**FUNCTION** TRANSPORTATION SERVICES  
**PROGRAM** DRAINAGE ACT DRAINS  
**ACTIVITY** MAINTENANCE AND CLEANING

**DEPARTMENT** ENGINEERING  
**ACCOUNT NO.** 24558

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
24558 DRAINAGE ACT, MAINTENANCE	7,386	76,454	19,245	4,000	4,750	4,750
In 1983, the amount of \$24,000.00 was encumbered against account number 24558.						
SUB	7,386	76,454	19,245	4,000	4,750	4,750
TOTAL	7,386	76,454	19,245	4,000	4,750	4,750

REVENUE							
W.T.C.		(1,664)	(15,000)	(9,600)	(10,000)	(2,200)	(2,200)
SUB		(1,664)	(15,000)	(9,600)	(10,000)	(2,200)	(2,200)
TOTAL		(1,664)	(15,000)	(9,600)	(10,000)	(2,200)	(2,200)

NET REQUIREMENT		5,722	61,454	9,645	(6,000)	2,550	2,550
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FUNCTION Transportation Services

DEPARTMENT Engineering

CITY OF CHATHAM

PROGRAM Clothing Supply

ACCOUNT NO. 24709

CURRENT BUDGET

ACTIVITY Purchase Replacement  
Work Wear Clothes

Clothing, Works Departments, other than Cemetery.

Highlights and Justification of Budget Proposals24709 Clothing:

It is part of the agreement with C.U.P.E. that certain articles of work wear clothing are to be provided. This account covers this expenditure for Works, Traffic employees. Also included is an amount for parka purchase for supervisory employees involved in winter control.

Detailed Work Programs:

1. Clothing P.W.D., Traffic.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



**FUNCTION** TRANSPORTATION SERVICES  
**PROGRAM** CLOTHING SUPPLY  
**ACTVITY** PURCHASE REPLACEMENT  
 WORK WEAR CLOTHES

**DEPARTMENT** ENGINEERING

**ACCOUNT NO.** 24709

**CITY OF CHATHAM**

**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
24709	CLOTHING	6,258	5,726	6,794	6,000	7,000	7,000
SUB		6,258	5,726	6,794	6,000	7,000	7,000
TOTAL		6,258	5,726	6,794	6,000	7,000	7,000
REVENUE							
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0
NET REQUIREMENT		6,258	5,726	6,794	6,000	7,000	7,000



**FUNCTION** Transportation Services

**PROGRAM** Airport

**ACTIVITY** Management, Maintenance  
Construction

**DEPARTMENT** Engineering

**ACCOUNT NO.** 24738

**CITY OF CHATHAM**  
**CURRENT BUDGET**

This account provides for the management, maintenance and construction, when required at the Airport to provide reasonable transport and recreational facilities.

Highlights and Justification of Budget Proposals.

**24738 Management Fee:**

The airport property is managed under contract with Sontair who are responsible for manning the office, maintaining grounds, arranging for minor repairs, scheduling landings/takeoffs, providing training for pilots, aircraft rental, charter service.

\$ 18,000

Building - Utilities, Maintenance, Repairs

This section covers payment of heat, hydro, telephone and provides for minor maintenance (cleaning supplies) or miscellaneous repairs to the building (minor roof leaks, window repairs, touch-up painting), tractors such as:

Driveway/parking maintenance 1,300 0  
Grass cutting 3,000  
Utilities 3,800  
Paint taxiway 200

\$--8,300 \$ 7,000

Provision of airport license, operating certificate, building and liability insurance is covered under this item.

\$ 3,800

Taxes:

The City of Chatham is required to pay property tax on the airport lands.

\$ 7,700

Snow Removal:

Snow removal includes operating costs of City tractor plus grading equipment.

Tractor time \$1,000  
Grader Standby \$2,200 3,500

\$ 4,500

Sub Total

\$-42,300 \$ 41,000

General Reduction

3,000

\$ 38,000

Revenue:

Recent M.T.C. policy provides operating subsidy for airports of the size of Chatham's.

**STAFF COMPLEMENT**

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984



<b>FUNCTION</b> TRANSPORTATION SERVICES	<b>DEPARTMENT</b> ENGINEERING	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b> AIRPORT	<b>ACCOUNT NO.</b> 24738	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b> MANAGEMENT, MAINTENANCE CONSTRUCTION		

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
24738 AIRPORT MANAGEMENT	61,022	40,000	36,200	37,500	42,300	38,000
In 1983, the amount of \$51,248.00 was encumbered against account number 24738.						
SUB	61,022	40,000	36,200	37,500	42,300	38,000
<b>TOTAL</b>	67,280	45,726	42,994	43,500	49,300	45,000

REVENUE						
RENTALS (LAND, HANGERS, ETC)	(32,634)	(33,894)	(30,000)	(34,000)	(36,000)	(36,000)
M.T.C. SUBSIDY			(12,500)	(12,500)	(12,500)	(12,500)
SUB	(32,634)	(33,894)	(42,500)	(46,500)	(48,500)	(48,500)
<b>TOTAL</b>	(32,634)	(33,894)	(42,500)	(46,500)	(48,500)	(48,500)

<b>NET REQUIREMENT</b>	34,646	11,832	494	(3,000)	800	(3,500)
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FUNCTION Transportation Services

DEPARTMENT Engineering

CITY OF CHATHAM

PROGRAM Equipment Replacement

ACCOUNT NO. 24746-  
24799

CURRENT BUDGET

ACTIVITY Purchase Equipment  
and Vehicles  
Recoverable Charges

To supply needed new equipment and/or replace worn out or obsolete equipment or vehicles, non-chargeable to any account.

#### Highlights and Justification of Budget Proposals

##### 24746 Equipment Replacement:

Equipment replacement is provided for under the Reserve Account. One new additional inspection vehicle is proposed for the Engineering Department. Previously one inspector used his vehicle and received mileage payments. With changes in personnel this is no longer possible, since none of our employees have a second vehicle for this use. \$12,000 is budgeted for vehicle and radio.

##### 24799 Recoverable Charges:

This is a holding Account for deposits from citizens and developers for miscellaneous works carried out on their behalf, such as driveway alterations, curb cuts. Any revenue earned, that is engineering fees, administration costs are shown in this account. Few projects are anticipated in 1983, and the expected revenue is assumed to be negligible.

#### STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984







<b>FUNCTION</b>	Transportation Services	<b>DEPARTMENT</b>	Engineering	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	Non-Subsidizable Equipment	<b>ACCOUNT NO.</b>	24747	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	Engineering Services Supplies, Survey & Drafting Instruments.			

The money budgeted is for supplies for Drafting, Surveying and Materials Testing for the preparation and control of construction and maintenance activities.

Highlights and Justification of Budget Proposals:

Survey and Inspection Supplies:

These consist of safety boots, parkas, measuring tapes, hand levels, nails, hammers, shovels, batteries, hard hats, etc. and are the supplies incidental to the day to day work of survey crews and inspectors. In 1983 approximately \$1,400 was spent on purchasing this type of equipment. \$1,400

Survey Stakes:

In 1983 approximately \$500 was spent on purchasing surveyor's stakes used to provide alignment and elevations for construction projects. Stakes are instrumental to survey work and construction cannot be carried out without them. \$ 500

Survey Equipment:

This equipment will replace and/or supplement existing equipment in order to perform accurate survey work and to allow a second survey crew to function when necessary. In 1983 approximately \$500 was spent on purchasing and/or replacing equipment. \$ 500

Testing Equipment:

In order to test concrete, asphalt and soils, there are certain items without which the test cannot be carried out. In 1983 approximately \$1,100 was spent on these purchases. \$1,100

- 1) test molds, in which concrete is placed to be shipped and subsequently tested for compressive strength.
- 2) Chlorothene Nu is a chemical necessary to asphalt quality control testing.
- 3) Truck rental for the specially loaded vehicle which is used in "Benkelman Beam" testing which measures the structural adequacy of pavement. \$ 400

Drafting Supplies:

These consist of drawing ink, pen points, pencils, masking tape, scales, etc. and are the supplies incidental to the day to day work of draftsmen. In 1983 approximately \$400 was spent on purchasing this type of equipment.

Maps, Prints, Reproduction Paper:

The money budgeted here is used to photographically reproduce the various sized maps used by the City after they have been updated for the previous year which, because of their size and complexity, cannot be properly reproduced on the engineering blueprint machine and for the purchase of chemically treated paper used to prepare construction plans for tender. Council presentations, sewer records and prints required by utility companies, consultant, contractors, developers, etc. In 1982 approximately \$1,800 was spent for this purpose. \$1,800

Equipment Maintenance:

For the annual maintenance requirements of the survey instruments, testing equipment, blueprint machine, calculators, etc. In 1983 approximately \$600 was spent to ensure equipment was in proper operating condition prior to the construction season and to effect necessary emergency repairs during the year. \$ 600

Film (Purchase and Processing)

To provide records of conditions existing prior to construction which are invaluable when complaints or litigations arise from the work. In 1982 approximately \$500 was spent for this purpose. \$ 500

Computer and Displaywriter Supplies (not paper) and Maintenance

This is a new budget item to provide for the discs, supplies and maintenance contract required for the IBM Personal Computer and the IBM display writer amounting to \$1,200

File Folders \$1,500

General Reduction TOTAL \$9,500  
\$1,400  
\$8,100

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				











FUNCTION	TRANSPORTATION SERVICES	DEPARTMENT	(2)	CITY OF CHATHAM CURRENT BUDGET
PROGRAM	STREET LIGHTING	ACCOUNT NO.	24900	
ACTIVITY	PROVIDE STREET LIGHTS AND POWER			

# HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

## Street Lighting Cont'd

### (7) New Street Lighting Installations - Annexed Areas

- (a) On Indian Creek Road West, Howard Road,  
Riverview Drive, and Bloomfield  
at Hitchcock  
(b) Bloomfield Road from Park Avenue South  
to 5th Concession

\$ 3,570:00 \$ 0.00

17,000:00 0.00

\$20,570:00 \$ 0.00

TOTAL 1984 Budget

\$355,976:00 \$327,919.00

## STAFF COMPLEMENT

	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b>	TRANSPORTATION SERVICES	<b>DEPARTMENT</b>	ENGINEERING	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	STREET LIGHTING	<b>ACCOUNT NO.</b>	24900	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	PROVIDE STREET LIGHTS AND POWER			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
24900	WELLINGTON AND ADELAIDE			7,798	35,000	22,142	0
24900	MUN. STR. LIGHTING	299,551	304,953	309,258	287,720	355,976	327,919
24900	BALDOON ROAD						6,300
SUB		299,551	304,953	317,056	322,720	378,118	334,219
TOTAL		299,551	304,953	317,056	322,720	378,118	334,219

REVENUE							
4341	ENERGY GRANT						(5,500)
SUB		0	0	0	0	0	(5,500)
TOTAL		0	0	0	0	0	(5,500)

<b>NET REQUIREMENT</b>	299,551	304,953	317,056	322,720	378,118	328,719
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FUNCTION TRANSPORTATION  
SERVICES

PROGRAM DOWNTOWN CHATHAM  
ON THE THAMES

ACTIVITY

DEPARTMENT DOWNTOWN  
MANAGEMENT

ACCOUNT NO. 24980

CITY OF CHATHAM

CURRENT BUDGET

STATEMENT OF PURPOSE

This is the amount submitted by the Board of Management of the Downtown Chatham on the Thames.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION ENVIRONMENTAL SERVICES

DEPARTMENT

CITY OF CHATHAM

PROGRAM

ACCOUNT NO. 25100-25599

CURRENT BUDGET

ACTIVITY OVERVIEW

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
25100	SANITARY SEWER MAINTENANCE	1,234,916	1,287,050	1,253,910	1,255,427	1,294,007	1,237,157
25100	SANITARY SEWER CONSTRUCTION	3,832	(1,405)	26,419	0	0	0
25200	REFUSE	582,529	379,455	449,371	443,992	447,298	447,298
25300	WATER POLLUTION	1,328,109	992,710	1,275,946	1,081,401	1,309,066	1,167,492
25500	CATCH BASINS	357,392	462,090	657,068	651,243	647,826	642,626
25500	STORM SEWERS	(3,357)	758	6,834	0	1,000	1,000
TOTAL		3,503,421	3,120,658	3,669,548	3,432,063	3,699,197	3,495,573
REVENUE							
TOTAL		(57,811)	(100,612)	(130,500)	(110,600)	(147,471)	(144,871)
NET REQUIREMENT		3,445,610	3,020,046	3,539,048	3,321,463	3,551,726	3,350,702



FUNCTION Environmental Services

PROGRAM Sanitary Sewers

ACTIVITY Maintenance

DEPARTMENT Engineering

ACCOUNT NO. 25102-  
25139

CITY OF CHATHAM

CURRENT BUDGET

Cleaning and repairing mains, manholes and relaying private connections.

Highlights and Justification of Budget Proposals.

25102 Labour:

This account is provided for cleaning and derooting sewer mains, flood gate maintenance for prevention of storm water entrance to the sanitary system, repairs and maintenance to house connections and sewer mains. The money spent is necessary in that sewers are kept clean and in working condition and areas where structural problems are encountered are repaired. A proper preventative maintenance program is necessary to guarantee adequate service. 1983 allocation was overspent providing this service.

25133 Materials and Supplies:

This account covers the cost of sewer pipe, sand and gravel backfill, cement, manhole castings replacement, all of which are used in the maintenance of the sanitary sewer system. Also sewer flusher water is budgeted herein.

25135 Overflow Park Avenue and Houston:

In order to reduce the need for by-pass pumping at the Park Avenue/Lacroix Intersection during periods of extremely heavy rain, it is proposed to install and overflow to the storm system, and flapgate it to prevent storm water back up. This is also needed since there is no overflow for the Park Avenue West pump station, and if power failure occurs, area flooding may not be avoided without the overflow.

25139 Equipment Maintenance:

This account provides for the maintenance of equipment used in sewer cleaning and maintenance work and consists of maintenance of trucks #14,20,41,42,43 backhoe 32, the 6" portable pump, the bucket machines and the rodger. The money budgeted is bas-  
ically minor considering the number of pieces of equipment that are being repaired. For the purpose of reserve fund accounting, additional money is budgeted for Internal Equipment rental, consisting of \$28,400 for maintenance and \$28,450 for the equipment reserve fund, totalling \$56,850. \$ 6,550  
\$55,000

STAFF COMPLEMENT

	1981	1982	- 1983	1984
ESTABLISHED PERSONNEL (SALARIED)	-	-	-	
UNSCHEDULED SALARIED POSITIONS	5.7	8.24	8.77	8.94
WAGE MAN YEARS	5.7	8.24	8.77	8.94
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b>	ENVIRONMENTAL SERVICES	<b>DEPARTMENT</b>	ENGINEERING	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	SANITARY SEWERS	<b>ACCOUNT NO.</b>	25102-25139	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	MAINTENANCE			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
25102	LABOUR	93,803	154,391	156,760	130,900	185,000	150,000
25126	DEBT PRINCIPAL	502,725	526,157	542,965	542,929	550,273	550,273
25127	DEBT INTEREST	593,053	567,262	517,998	517,998	467,184	467,184
25133	MATERIAL AND SUPPLIES	16,679	14,158	(7,954)	19,000	19,000	19,000
25135	RENTALS AND CONTRACTS	20,230	230	80	500	15,000	15,000
25139	EQUIPMENT MAINTENANCE	6,313	19,059	9,443	12,000	56,850	35,000
SUB		1,232,803	1,281,257	1,219,292	1,223,327	1,293,307	1,236,457
TOTAL		1,232,803	1,281,257	1,219,292	1,223,327	1,293,307	1,236,457

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0

<b>NET REQUIREMENT</b>	1,232,803	1,281,257	1,219,292	1,223,327	1,293,307	1,236,457
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FUNCTION Environmental Services  
 PROGRAM Sanitary Sewers  
 ACTIVITY Maintenance

DEPARTMENT Engineering  
 ACCOUNT NO. 25146

CITY OF CHATHAM  
 CURRENT BUDGET

Cleaning and repairing mains and relaying private connections.

Highlights and Justification of Budget Proposals.

25146 Equipment New:

The conc. saw is being repaired constantly and should be replaced. \$ 700

Revenue:

The revenue shown is earned for storm sewer cleaning based on a ratio of sewer mileage of storm, sanitary and combined and is deducted from this account since the labour, equipment is charged to this account. Subsidizable portion is 47% of labour, benefits, materials and equipment, plus 7% management.

Detailed Work Programs:

1. Repairing Mains
2. Repairing Manholes
3. Cleaning and Flushing Mains.
4. Repairs to Private connections
5. Flushing and Rodding Private Connections.
6. Materials and supplied.
7. Equipment Maintenance
8. Truck Maintenance and operation trucks #14,20,32,42,43, Backhoe #32, Compressor #34, 6" portable pump.

STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984



**FUNCTION** ENVIRONMENTAL SERVICES  
**PROGRAM** SANITARY SEWERS  
**ACTIVITY** MAINTENANCE

**DEPARTMENT** ENGINEERING  
**ACCOUNT NO.** 25146

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
25146	EQUIPMENT NEW	2,113	5,793	34,618	32,100	700	700
SUB		2,113	5,793	34,618	32,100	700	700
TOTAL		1,234,916	1,287,050	1,253,910	1,255,427	1,294,007	1,237,157

REVENUE							
	H.T.C.	(30,409)	(53,300)	(69,900)	(58,300)	(71,985)	(71,985)
SUB		(30,409)	(53,300)	(69,900)	(58,300)	(71,985)	(71,985)
TOTAL		(30,409)	(53,300)	(69,900)	(58,300)	(71,985)	(71,985)

NET REQUIREMENT		1,204,507	1,233,750	1,184,010	1,197,127	1,222,022	1,165,172
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FUNCTION Environmental Services

PROGRAM Sanitary Services

ACTIVITY Construction

DEPARTMENT Engineering

ACCOUNT NO 25159-  
25199

CITY OF CHATHAM

CURRENT BUDGET

Construction of sanitary sewers when required

Highlights and Justification of Budget Proposals25159 Sanitary Sewer Construction:

No reconstructions or new constructions are proposed for 1983.

25199 Recoverable Charges:

This account is used to record the revenue received when sanitary sewers are constructed for individual ratepayers by prepayment. The revenue consists of Engineering fees, overhead. In 1982 and previously the account served as a holding account for Developer's deposits for proposed work, which accounts for the fluctuations at year end in various budget submissions.

STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984







FUNCTION Environmental Services

PROGRAM Refuse

ACTIVITY Collection &amp; Disposal

DEPARTMENT Engineering

ACCOUNT NO25202-  
25262

CITY OF CHATHAM

CURRENT BUDGET

To provide refuse collection and disposal for the City of Chatham in conformance with By-law #4433.

#### Highlights and Justification of Budget Proposals.

##### 25217 Advertising and Other:

There is no expected need to advertize in 1984 other than that which the Contractor must do.

##### 25235 Collection Contract:

This account provides for the payment of K. & E. Solid Waste Management for the total garbage collection service in the City. Yearly payments are based on City base population as at September 1983 and a formula for pay increase based on factors from the consumer price index, dated July 1983. For 1984, the contract value will be as shown.

1984 Budget consists of:

Base Contract	\$ 218,928
Payment of overloads in 1984	\$ 20,000
	<u>\$ 238,928</u>

25246 Accounts not required since contracting out refuse collection.

##### 25262 Disposal:

This account provides for the payment to B.F.I. for disposal of garbage at the Ridge Landfill site according to contract. Dollar value shown for 1984 is 6.37% higher than 1983 value based on the formula in the agreement with B.F.I., which adjusts the unit price based on consumer price index. Existing contract will be renewed on November 1.

##### Detailed Work Programs:

1. Refuse Collection
2. Refuse Disposal
3. Advertise by-law or service changes.

#### STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984



**FUNCTION** ENVIRONMENTAL SERVICES  
**PROGRAM** REFUSE  
**ACTIVITY** COLLECTION + DISPOSAL

**DEPARTMENT** ENGINEERING  
**ACCOUNT NO.** 25202-25262

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
25202	LABOUR	282,639					
25205	PENSIONS	26,672	8,657	6,877			
25206	MEDICALS	17,511					
25207	UNEMPLOYMENT INSURANCE	5,320					
25208	WORKMEN'S COMPENSATION	4,196	1,067				
25209	CLOTHING	1,171					
25217	ADVERTISING AND OTHER	3,095	1,972	2	1,500		
25235	COLLECTION CONTRACT	16,357	196,288	256,000	256,000	238,928	238,928
25240	TRUCK MAINTENANCE	67,487					
25261	INSURANCE	2,210	(179)				
25262	DISPOSAL	155,871	171,650	186,492	186,492	208,370	208,370
SUB		582,529	379,455	449,371	443,992	447,298	447,298
TOTAL		582,529	379,455	449,371	443,992	447,298	447,298

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0

NET REQUIREMENT		582,529	379,455	449,371	443,992	447,298	447,298
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FUNCTION Environmental Services

DEPARTMENT Engineering

CITY OF CHATHAM

PROGRAM Water Pollution Control

ACCOUNT NO. 25302 -  
25330

CURRENT BUDGET

ACTIVITY Operation, Maintenance,  
Construction, Plant and  
Stations

To maintain M.O.E. requirements for Water Pollution Control

Highlights and Justification:25302 Salaries and Benefits: to provide wages, benefits for 5 operators, 4 maintenance  
25308 men and 2 supervisory staff.25309 Rental Clothing for staff, parka cleaning, replacement.25310 Car Allowance for manager of Water Pollution Control Plant25311 Travel for employees training courses, safety meetings, one P.C.A.O. Annual  
Conference, one Superintendent's annual conference. These Courses provide the proper  
training for the complicated technical facilities.25314 Telephone Rental: telephone lines to 13 sanitary pump stations plus 1 storm  
pump station at Lacroix Street Underpass for alarm system also metering at #2 and #3 Pump  
Station, plus answering service.25322 Utilities to provide payment for water, natural gas and electricity for the  
plant lagoons and 17 pump stations. Cost for 1983 was increased by heavy thunderstorm  
activity, high organic loading which called for extra blowers in plant and longer running  
of aerators in lagoons.25323 Janitorial cleaning supplies, hand soap, toilet paper, towels, etc.25325 Insurance insurance (Fire and Boiler), trucks #3, #49 #52 and #53, Portable Generator  
set, motors and equipment, tools.25330 Memberships to provide payment of P.C.A.O. and W.P.C.P. membership for Plant Super-  
Intendent.Detailed Work Programs:The operation and maintenance of sewage treatment plant, including 36 acres of lagoons and 17  
pump stations around the City is included. A preventative maintenance program is in effect.  
The work involves:

- 1) Operation of facilities, including major and minor pumps, aeration equipment, settling tanks, chemical additive and treatment apparatus, anaerobic digesters, related equipment, sludge dewatering equipment and composting operations.
- 2) Maintenance of above facilities, including complete rebuilding of large size pumps, valves, motors and ancillary electronic equipment.
- 3) Emergency staffing during storms, power outages, floods.
- 4) Laboratory testing to maintain standards of treatment and the control and the enforcement of industrial waste by-laws, including sampling at industrial outlets.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	2	2	2	2
UNSCHEDULED SALARIED POSITIONS	-	-	-	-
WAGE MAN YEARS	10	9	9	9
TOTAL FULL TIME EQUIVALENT POSITIONS	12	11	11	11



**FUNCTION** ENVIRONMENTAL SERVICES  
**PROGRAM** WATER POLLUTION CONTROL  
**ACTIVITY** OPERATION, MAINTENANCE

**DEPARTMENT** ENGINEERING  
**ACCOUNT NO.** 25302-25330

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
25302	SALARIES	254,278	274,080	276,920	286,860	295,000	295,000
25305	PENSIONS	16,709	18,985	19,428	18,800	20,300	20,300
25306	MEDICALS	17,200	18,854	20,343	22,000	22,000	22,000
25307	UNEMPLOYMENT INSURANCE	4,067	4,112	6,461	6,300	6,615	6,615
25308	WORKMEN'S COMPENSATION	2,736	3,901	4,913	4,100	5,544	5,544
25309	CLOTHING RENTAL	4,851	5,265	4,816	5,800	5,800	5,800
25310	CAR ALLOWANCE	1,529	1,733	1,335	1,900	1,995	1,995
25311	TRAVEL	2,941	3,126	3,820	3,500	4,500	4,500
25314	TELEPHONE	4,186	5,091	5,280	5,400	6,000	6,000
25322	UTILITIES	222,153	219,700	268,909	240,000	276,000	270,303
25323	JANITORIAL SUPPLIES	2,849	2,646	1,667	2,730	2,730	2,730
25325	INSURANCE(FIRE AND BOILER	9,811	10,997	9,729	13,000	12,000	12,000
25330	MEMBERSHIPS		275	0	100	105	105
SUB		543,310	568,765	623,621	610,490	658,589	652,892
TOTAL		543,310	568,765	623,621	610,490	658,589	652,892

REVENUE							
REVENUE							
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0

NET REQUIREMENT		543,310	568,765	623,621	610,490	658,589	652,892
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FUNCTION Environmental Services

PROGRAM Water Pollution Control

ACTIVITY Operation, Maintenance,  
Construction Plant and  
Pump Stations

DEPARTMENT Engineering

ACCOUNT NO. 25333  
25338

CITY OF CHATHAM

CURRENT BUDGET

To Maintain M.O.E. Requirements for Water Pollution Control

Highlights and Justification

25333 Chemicals 100 tons of ferrous chloride to remove the phosphorous to less than 1 ppm during 1984. \$ 27,700

Chlorine 907.2 x 8 containers x 0.62 cents to disinfect. \$ 4,500

effluent \$ 8,000

Lab-Lab supplies, include reagents and test equipment \$ 3,720

Copper Sulphate 3,000 Ky algae control \$ 34,000

Polymer 6,000 Ky @ \$.25/Kg sludge dewatering \$ 1,000

freight \$ 76,420

25334 Sludge Disposal: \$ 45,000

Complete clean up as required by the Ministry of the Environment. Reduction \$ 22,120

\$ 22,880

25335 Equipment Rental: to provide tool rental for seasonal repair work to tanks and equipment.

25337 Furniture and Equipment and maintenance: To provide for repairs to kitchen and office furniture and equipment.

25338 Grounds and Building Maintenance:

1. Gravel for road repairs
2. Berm repairs
3. Paint and weed spray
4. Locks and lock repairs
5. Pump station and building repairs
6. 3 doors c/wq frames for wet well, barminator building and #6 wetwell
7. Roof repairs, kitchen floor (roof = \$6,500 for energy conservation)
8. Lights replacement in digester and press buildings
9. Insulation in #3 pump station (energy conservation \$2,200)

TOTAL \$21,900

STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984



FUNCTION ENVIRONMENTAL SERVICES

PROGRAM WATER POLLUTION CONTROL

ACTIVITY OPERATION, MAINTENANCE

DEPARTMENT ENGINEERING

ACCOUNT NO. 25333-25338

CITY OF CHATHAM

CURRENT BUDGET

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
25333	MATERIALS AND SUPPLIES	71,548	79,166	85,173	86,500	76,420	76,420
25334	SLUDGE DISPOSAL	11,607	15,298	8,550	5,000	45,000	22,880
25335	EQUIPMENT RENTAL	661	877	557	700	700	700
25337	FURNIT. EQUIP. MAINTENANC	77	227	90	200	100	100
25338	GROUNDS AND BUILDING MAIN	6,468	19,123	5,978	4,700	21,900	21,900
SUB		90,361	114,691	100,348	97,100	144,120	122,000
TOTAL		633,671	683,456	723,969	707,590	802,709	774,892

REVENUE							
ENERGY GRANT (ROOF)						(2,930)	(2,930)
O.E.I.P. LABOUR			(3,630)				
SUB		0	(3,630)	0	0	(2,930)	(2,930)
TOTAL		0	(3,630)	0	0	(2,930)	(2,930)

NET REQUIREMENT		633,671	679,826	723,969	707,590	799,779	771,962
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**FUNCTION** Environmental Services

**PROGRAM** Water Pollution Control

**ACTIVITY** Operation, Maintenance,  
Construction Plant and  
Pump Stations

**DEPARTMENT** Engineering

**ACCOUNT NO** 5339

**CITY OF CHATHAM**  
**CURRENT BUDGET**

To maintain M.O.E. requirements for water pollution control and to keep equipment operating

25339 1.	Replace receptacles, lagoon aerators	\$ 3,000
2.	Seal repair, recirculating pump	500
3.	Pipe modification to flushing water system	1,500
4.	Replace check valve and valves at Jasper P.S.	5,000
5.	Rebuild two pistons and seals, Marlow Pumps	2,000
6.	Seal and sleeve for booster pump in Dewatering Building	350
7.	Change chlorine header and valves	1,500
8.	Impellor, #3 pump, #6 Pump Station	5,000
9.	Pump Control Unit for #10 Pump Station	7,500
10.	Main Blower Check Valve parts	1,000
11.	Repair parts, #1 transfer pump	1,500
12.	Repair parts for hydrants	500
13.	Hydro cable for main blowers	3,000
14.	Summer service on boiler	500
15.	Paint and service on 750 and 450 KVA transformers	2,500
16.	Piping repair, #1 digester	1,000
17.	Repair force main at #1 Pump Station	2,000
18.	Chains and sprockets, #1 final clarifier	15,000
19.	Welding supplies	1,000
20.	Oils and grease	3,000
21.	2 mech. seals main plant, #6 P.S.	3,500
22.	Unexpected repair in 1983 alone, \$22,000 overexpenditure realized to keep equipment operating due to lightening strikes, maintenance of old equipment	\$10,000
23.	Diffuser replacement	7,500
24.	#1 transfer pump metering	7,500

**TOTAL** \$85,850

**Reduction** \$25,750  
\$60,100

**REVISED**

**STAFF COMPLEMENT**

	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION Environmental Services  
 PROGRAM Water Pollution Control  
 ACTIVITY Operation, Maintenance  
 Construction Plant and  
 Pump Stations

DEPARTMENT Engineering

ACCOUNT NO. 25340-  
25427CITY OF CHATHAM  
CURRENT BUDGET

To maintain M.O.E. requirements for Water Pollution Control.

Highlights and Justification of Budget Proposals.

## 25340 Maintenance of Trucks, tractors, etc.

- 1) Provide lubricants
- 2) Provide gasoline for vehicles  
diesel fuel for generators and  
standby equipment
- 3) Vehicle repairs

For the purpose of reserve fund accounting additional money is budgeted for internal equipment rental, for a total of \$31,180 of which \$16,000 is maintenance and \$15,180 is for the equipment reserve fund.

25344 Radio and Alarm System:

To provide payment for repairs and maintenance of truck radios, plant alarm system and gas detection and monitoring equipment.

25346 Purchase Equipment:

- |                                                                                                  |                  |
|--------------------------------------------------------------------------------------------------|------------------|
| 1) 1 air compressor                                                                              | \$ 800           |
| 2) 1 sump pumps                                                                                  | \$ 1,000         |
| 3) 2 dehumidifiers                                                                               | 600              |
| 4) 1 - IBM computer terminal c/w printer and<br>dual disc drive                                  | \$16,300 0       |
| 5) 1 - 3200 series blower                                                                        | \$25,000         |
| 6) 1 barminutor                                                                                  | \$40,000 0       |
| 7) D.O. Monitor for #1 aeration tank to<br>control operation of blowers (energy<br>conservation) | \$ 7,000         |
| 8) Low voltage start of 2 blowers, purchase<br>two in 1984, (energy conservation)                | \$14,000         |
| 9) Install radio antennae in all steel tube<br>pump stations                                     | \$ 400           |
|                                                                                                  | <u>\$105,100</u> |
|                                                                                                  | \$48,800         |

**REVISED**  
 Benefit - savings in electricity cost, and easier on equipment of 7 & 8 with the low  
 voltage start.  
 General Reduction

\$(31,707)  
\$17,093

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



**FUNCTION** ENVIRONMENTAL SERVICES  
**PROGRAM** WATER POLLUTION CONTROL  
**ACTIVITY** OPERATION, MAINTENANCE

**DEPARTMENT** ENGINEERING  
**ACCOUNT NO.** 25340-25427

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
25340	TRUCK, TRACTOR MAINTENANCE	9,049	14,876	12,310	12,500	31,180	31,180
25344	RADIO, ALARM MAINTENANCE	173	767	529	900	1,000	1,000
25346	PURCHASE EQUIPMENT	343,973	(33,847)	10,085	13,400	105,100	17,093
25347	TOOLS, FLOATING EQUIPMENT	828	1,371	678	1,100	1,100	1,100
25371	SEWER SURCHARGE COLLECTIO	13,000	14,000	15,300	14,500	15,225	15,225
25380	MISCELLANEOUS SAFETY		4,612			0	0
25391	CAPITAL EXPENDITURES			151,306	0	0	0
25399	RECOVERABLE CHARGES	(4,159)	(1,250)			0	0
25426	PRINCIPAL	128,839	134,045	137,733	137,733	142,827	142,827
25427	INTEREST	159,835	148,389	136,478	136,478	124,075	124,075
	WATER AND WATERMAIN DEBT						
In 1983, the amount of \$24,597.00 was encumbered against account number 25346.							
SUB		651,538	282,963	464,419	316,611	420,507	332,500
TOTAL		1,328,109	992,710	1,275,946	1,081,401	1,309,066	1,167,492

REVENUE							
ENERGY GRANT ON D.D.						(7,000)	(7,000)
SUB		0	0	0	0	(7,000)	(7,000)
TOTAL		0	(3,630)	0	0	(9,930)	(9,930)

NET REQUIREMENT		1,328,109	989,080	1,275,946	1,081,401	1,299,136	1,157,562
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FUNCTION Environmental Services

PROGRAM Catch Basins

ACTIVITY Cleaning, Repairs,  
Materials

DEPARTMENT Engineering

ACCOUNT NO. 25502-  
25539

CITY OF CHATHAM

CURRENT BUDGET

25502 Labour:

This account provides money for the cleaning, maintaining, rebuilding and unplugging of catch basins and is the labour portion only. Wages increased by 5%. Equipment is only used seasonally and normally chargebacks to other accounts result in total labour of about 2/3 of a year. However, fewer chargebacks have been made recently due to few subdivisions. In 1983 additional labour was provided for rebuilding basins, which deteriorated or settled. Workers transferred following refuse collection contract in December 1981 were used for this project. The work must be continued in 1984.

25533 Materials:

This account provides for the purchase of bricks, mortar, sand, precast units, catch basin castings, and lifter rings for repairs and replacement of catch basins and water used in VacAll unit. Cost increase of 10%.

25539 Equipment Maintenance:

VacAll #26 is the only unit maintained under this account. Vehicle #26, the International VacAll, is a 1970 model and has incurred extensive maintenance costs in past years. It is anticipated that \$14,000 will be needed in 1984 for further repairs. This unit was to be replaced in 1980 but has yet to be. Replacement for this unit should take place in 1984, but due to the extensive cost, \$125,000, alternative methods should be considered for carrying out routine catchbasin cleaning, such as contract at approximately \$20,000. The existing unit could then be retained and used for emergencies, with the one employee being used on the sewer maintenance crew. This would be for a trial period of 2 years, after which assessment of contract cleaning could be summarized. Also equipment reserve account would then be built up sufficiently to handle this purchase, if necessary. Special belts, hoses, gasoline and a rebuilt rear engine reflect the amount needed in 1984. For the purposes of Reserve Fund Accounting, additional money is budgeted here for internal equipment rental, consisting of \$13,500 for maintenance and \$12,300 for the equipment reserve fund, totalling \$25,800.

Detailed Work Program:

1. Labour
2. Materials
3. Operation and Maintenance of VacAll truck #26, to clean catch basins.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	-	-	-	
UNSCHEDULED SALARIED POSITIONS	-	-	-	
WAGE MAN YEARS	2.0	2.5	2.95	3.19
TOTAL FULL TIME EQUIVALENT POSITIONS	2.0	2.5	2.95	3.19



**FUNCTION** ENVIRONMENTAL SERVICES  
**PROGRAM** CATCH BASINS  
**ACTIVITY** CLEANING, REPAIRS, MATERIALS

**DEPARTMENT** ENGINEERING  
**ACCOUNT NO.** 25502-25539

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
25502	LABOUR	33,778	44,134	54,090	58,000	66,000	61,000
25526	DEBENTURE DEBT PRINCIPAL	138,091	183,356	269,193	269,193	273,540	273,540
25527	DEBENTURE DEBT INTEREST	175,567	222,165	307,650	307,650	279,686	279,686
25533	CB MATERIALS	1,387	1,804	555	2,400	2,800	2,600
25539	VAC-ALL	8,569	10,631	25,580	14,000	25,800	25,800
SUB		357,392	462,090	657,068	651,243	647,826	642,626
TOTAL		357,392	462,090	657,068	651,243	647,826	642,626

REVENUE							
M.T.C.		(27,402)	(43,682)	(60,600)	(52,300)	(65,056)	(62,456)
SUB		(27,402)	(43,682)	(60,600)	(52,300)	(65,056)	(62,456)
TOTAL		(27,402)	(43,682)	(60,600)	(52,300)	(65,056)	(62,456)

NET REQUIREMENT		329,990	418,408	596,468	598,943	582,770	580,170
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FUNCTION Environmental Services

PROGRAM Storm Sewers

ACTIVITY Construction

DEPARTMENT Engineering

ACCOUNT NO. 25559-  
25599

CITY OF CHATHAM

CURRENT BUDGET

To provide for storm sewer construction when required.

Highlights and Justification of Budget Proposals.25559 Storm Sewer Construction:

Installation of flapgate to prevent backup of floodwater into combined sewers.  
\$1,000.00

25599 Recoverable Charges:

This account is used to record the revenue received when storm sewers are constructed for individual ratepayers by prepayment. The revenue is engineering fees, overhead. No appreciable work is anticipated in 1984.

## STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984







FUNCTION CONSERVATION OF HEALTH  
PROGRAM  
ACTIVITY OVERVIEW

DEPARTMENT  
ACCOUNT NO. 26100-26699

CITY OF CHATHAM  
CURRENT BUDGET

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCL
26100	PUBLIC HEALTH SERVICES	122,514	116,675	146,465	129,000	167,457	148,000
26300	GRANTS TO HOSPITALS	50,000	25,000	25,000	25,000	0	0
26400	UNCLASSIFIED GRANTS	3,958	1,900	8,076	24,240	15,200	15,000
26600	CEMETERY	171,148	274,218	168,724	184,011	423,420	264,460
TOTAL		347,620	417,793	348,265	362,251	606,077	427,460

REVENUE							
TOTAL		(101,187)	(130,248)	(115,210)	(123,432)	(135,400)	(135,400)

NET REQUIREMENT		246,433	287,545	233,055	238,819	470,677	292,060
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FUNCTION	CONSERVATION OF HEALTH	DEPARTMENT	SOCIAL SERVICES	CITY OF CHATHAM
PROGRAM		ACCOUNT NO.	26100-26400	CURRENT BUDGET
ACTIVITY	GRANTS			

STATEMENT OF PURPOSEHIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALSChatham Kent Health Unit

26100

The purpose of the Kent Chatham Health Unit is to provide health promotion and disease prevention services to the population of the County of Kent and the City of Chatham. Provisions of specific public health inspection services are mandatory under the Public Health Act. The remaining services for the protection of the population are required by the Public Health Act and/or Provincial Policies and Guidelines.

The 1984 Budget Requisition for this organization has not yet been received. The amount included here represents a 14.3% increase over the amount actually paid to the organization in 1983. As such, the amount requested is \$167,457.00.

Grants to Hospitals

26300

Unclassified Grants

26400

Kent County Children's Treatment Centre

The Kent County Children's Treatment Centre exists to provide treatment and educational services for physically handicapped children. The amount requested by this organization in 1984 is \$2,200.00. This request represents a 5% increase over that granted by Council in 1983.

STATEMENT OF PURPOSE

To provide Public Health service to indigent residents of the City of Chatham.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALSVictorian Order of Nurses

Effective January 1, 1983, the Chatham City Council renewed a purchase-of-service agreement with the V.O.N. for indigent residents living in their private home at \$17.89 per visit per day.

The Victorian Order of Nurses provides services for bathing, dressing, hypodermic injections, etc., for clients approved by the Chatham Social Services Department, and the 1984 anticipated rate is \$17.89 plus 5% = \$18.78 x 700 visits. The agency is requesting 700 visits at a total cost of \$13,825.00.

This program is cost-shared 80% by the Ministry of Community and Social Services.

DETAILED WORK PROGRAMS

Completing and assessing applications for Nursing Services for indigents with necessary documentation of Medical Certificate, Consent to Inspect Assets and determination of income and expenditures, and to re-assess on-going clients every six (6) months.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION CONSERVATION OF HEALTH  
PROGRAM CEMETERIES  
ACTIVITY CEMETERY MAINTENANCE

DEPARTMENT CLERK'S  
ACCOUNT NO. 26601-  
26699

CITY OF CHATHAM  
CURRENT BUDGET

To maintain the Cemeteries so that the facilities provided will be run efficiently and that the surroundings will be of aesthetic comfort to the relatives of the deceased.

#### Highlights and Justification of Budget Proposals

##### 26601 Salaries and Wages

This account provides for the salary and wages of the Superintendent, three (3) full time employees and eight (8) employees for a five (5) month period and the estimate for this account is \$130,000 \$122,000.

26605 Pensions	\$8,500	7,588
26606 Medicals	8,500	7,588
26607 Unemployment Insurance	4,000	3,571
26608 Workmen's Compensation	2,300	2,053
26609 Clothing	225	
26611 Travel (Superintendent now on Cemetery Board of Directors)	1,900	1,000
26614 Telephone	450	
26616 Office Supplies	250	
26630 Memberships	155	

##### 26638 Building and Grounds Maintenance

Chapel	\$ 200.00		
Steamclean Carpeting	90.00		
Vandalproof Lights Installed	340.00	0	
Reversible Ceiling Fan Installed	280.00	0	
Door closure Installed			\$940
			\$290

##### Residence

Kitchen Cabinets Installed (including new sink and taps, and replacement of upper and lower cabinets)			\$ 2,500
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##### Grounds Maintenance

General Painting	\$ 150.00		
Plywood Planking	800.00		
Repairs to Water line and four hydrants	500.00		
Grass Seed and Fertilizer	500.00		
Installation of 310 metres of water line and 3 hydrants (Chapel Drive)	3,500.00		
Miscellaneous	1,000.00	\$560.00	\$-6,450
			\$ 2,510

##### Utilities

Hydro	\$1,800.00		
Water	300.00		
Propane	1,000.00		\$ 3,100

TOTAL			\$12,960
			\$ 8,400

#### STAFF COMPLEMENT

	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	4.	4.	4.	4.0
UNSCHEDULED SALARIED POSITIONS	0.12	0.12	0.12	0.12
WAGE MAN YEARS	3.54	3.23	3.23	3.23
TOTAL FULL TIME EQUIVALENT POSITIONS	7.66	7.35	7.35	7.35



**FUNCTION** CONSERVATION OF HEALTH  
**PROGRAM** CEMETERIES  
**ACTIVITY** CEMETERY MAINTENANCE

**DEPARTMENT** CLERK'S  
**ACCOUNT NO.** 26601-26699

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
26601	SALARIES AND WAGES	122,758	153,429	115,732	130,000	130,000	122,000
26605	PENSIONS	8,775	11,523	9,429	8,500	8,500	7,588
26606	MEDICALS	6,542	10,568	8,007	10,000	8,500	7,588
26607	UNEMPLOYMENT INSURANCE	2,571	2,737	3,225	4,200	4,000	3,571
26608	WORKMEN'S COMPENSATION	2,133	2,145	2,027	2,300	2,300	2,053
26609	CLOTHING	221	188	240	225	225	225
26610	CAR ALLOWANCE	1,286	94	76			
26611	TRAVEL			970	600	1,900	1,000
26613	INSURANCE			1,107		900	900
26614	TELEPHONE	375	369	426	425	450	450
26616	OFFICE SUPPLIES	203	129	135	200	250	250
26630	MEMBERSHIPS	150	132	147	150	155	155
26638	BUILDING AND GROUND MAINTENANCE	8,387	6,602	6,947	7,611	12,960	8,400
SUB		153,401	187,916	148,468	164,211	170,140	154,180
TOTAL		153,401	187,916	148,468	164,211	170,140	154,180

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		(98,261)	(130,248)	(111,066)	(105,720)	(125,000)	(125,000)

NET REQUIREMENT		55,140	57,668	37,402	58,491	45,140	29,180
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FUNCTION CONSERVATION OF HEALTH  
 PROGRAM CEMETERIES  
 ACTIVITY CEMETERY MAINTENANCE

DEPARTMENT CLERK'S

ACCOUNT NO. 26601-  
26699

CITY OF CHATHAM  
 CURRENT BUDGET

Highlights and Justification of Budget Proposals26639 Tools, Mowers and Equipment

Major tune-up Kubota Tractor	\$ 400	
Maintenance Repairs	3,500	
Gasoline & Diesel Oil	2,500	
Tools (shovels, rakes, etc.)	500	
TOTAL	\$6,900	\$ 6,900

26640 Truck and Backhoe Maintenance

To maintain vehicles 10, 25 and 35, \$11,900 will be required. For the purpose of Reserve Fund Accounting, additional money is budgeted here for internal equipment rental, total of \$25,100 of which \$11,900 is maintenance and \$14,200 is allotted to the equipment reserve fund.

26643 Road Maintenance and Operations

Paving Chapel Drive and the center Road  
 - Ward "F" Old Maple Leaf Cemetery and  
 ordinary road maintenance

	\$ 5,000
	\$ 2,000

26646 New Equipment

3 Sthel Trimmers	\$ 720	
5 Gravelly Mower Blades	160	
1 Air Compressor (stolen)	1,400	
	2,280	\$ 2,280

26691 Road and Maintenance Building Construction

The money budgeted is for road and drainage construction on the new lands purchased at  
 the cemetery.

	\$143,000
	\$ 73,000

Also budgeted is money to construct a three bay maintenance building plus office, washroom and lunchroom facilities. House would be eliminated and 8:00 a.m. to 5:00 p.m. operation initiated. Facilities for storage, maintenance and office are deplorable.

	\$ 70,000
	\$ 0

Detailed Work Programs

1. Approximately 130 acres of grass cut and trimmed each week of the growing season.
2. Prepare lots for internments (340 in 1982).
3. Minor repairs to buildings.
4. Repair cemetery roads.
5. Snow removal - cemetery roads.

STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984



**FUNCTION** CONSERVATION OF HEALTH  
**PROGRAM** CEMETERIES  
**ACTIVITY** CEMETERY MAINTENANCE

**DEPARTMENT** CLERK'S  
**ACCOUNT NO.** 26639-26691

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
26639	EQUIPMENT MAINTENANCE	5,748	7,347	6,813	6,800	6,900	6,900
26640	TRUCK AND BACKHOE MAINTENANCE	8,356	11,085	12,316	11,500	26,100	26,100
26643	ROAD MAINTENANCE	2,322	2,123	1,127	1,500	5,000	2,000
26646	NEW EQUIPMENT	1,321	1,447			2,280	2,280
26691	LAND DEVELOPMENT		64,300			213,000	73,000
SUB		17,747	86,302	20,256	19,800	253,280	110,280
TOTAL		171,148	274,218	168,724	184,011	423,420	264,460

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		(98,261)	(130,248)	(111,066)	(105,720)	(125,000)	(125,000)

NET REQUIREMENT		72,887	143,970	57,658	78,291	298,420	139,460
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**FUNCTION** SOCIAL AND FAMILY SERVICES  
**PROGRAM**  
**ACTIVITY** OVERVIEW

**DEPARTMENT**  
**ACCOUNT NO.** 27100-27699

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27100	WELFARE ASSISTANCE	1,256,950	1,627,259	2,011,986	2,488,797	2,209,900	2,157,990
27200	VICTORIA RESIDENCE	1,117,221	1,119,912	1,151,603	1,156,179	1,438,659	1,317,749
27300	SOCIAL AND FAMILY SERVICES GRANTS	18,259	19,450	24,680	27,600	59,000	24,600
27400	ASSISTANCE TO CHILDREN GRANTS	165,532	185,828	196,923	194,514	220,700	220,700
27500	DAY NURSERY SOUTH SIDE	91,040	101,458	105,129	107,802	113,712	113,712
27600	DAY NURSERY NORTH SIDE	153,142	166,256	181,930	187,297	218,966	218,966
<b>TOTAL</b>		2,802,144	3,420,163	3,672,251	4,162,189	4,260,937	4,053,717
<b>REVENUE</b>							
<b>TOTAL</b>		(2,164,582)	(2,610,929)	(2,852,272)	(3,216,212)	(3,216,674)	(3,150,695)
<b>NET REQUIREMENT</b>		637,562	809,234	819,979	945,977	1,044,263	903,022



<b>FUNCTION</b>	HEALTH AND SOCIAL SERVICES	<b>DEPARTMENT</b>	SOCIAL SERVICES	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	GENERAL WELFARE ASSISTANCE	<b>ACCOUNT NO.</b>	27101-27130 27145 27164	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	OVERVIEW			

STATEMENT OF PURPOSE

To provide financial assistance and services to residences of the City of Chatham who are in need as determined by the General Welfare Act.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

The programs of the Social Services Department are either mandatory or permissive under the General Welfare Assistance Act and Regulations.

The mandatory programs provide the necessities of food, shelter, clothing, utilities and personal needs to a maximum limit as established by the General Welfare Assistance Regulations.

The amount of allowance per welfare case is based on the number of persons in the family, ages of the children, amount of rent or mortgage paid by the recipient, cost of fuel, and employability of the recipient.

All income (except Family Allowance) of a recipient is taken into consideration, and their General Welfare allowance reduced accordingly.

The municipality's policy for liquid assets is a maximum of one (1) month's General Welfare budgetary allowance to qualify for assistance.

The permissive programs provide for assistance due to health reasons (i.e. - eyeglasses, dental services, transportation to hospitals, funerals and prosthetic appliances). The policy of the Social Services Department requires the recipient to have some equity in the service whenever possible.

Maintenance costs are provided for recipients in Licensed Nursing Homes and Hostels (Rest Homes). Homemakers services are provided to the frail or elderly in their own private home when needs testing indicates an inadequate amount of income or liquid assets.

Due to the C.O.E.D. programs terminating April 15, 1984, the following positions have been included in the budget for the remainder of 1984 - Eligibility Review Officer, Employment Officer and Receptionist/Clerk.

The two part-time Intake Workers positions are recommended for permanent full-time positions effective January 1, 1984.

The majority of the Social Services programs are mandatory as legislated by the General Welfare Assistance Act.

The Social Services Department completes applications for admission to Victoria Residence and "needs testing" applications for Maycourt Day Nursery services.

DETAILED WORK PROGRAMS

Administration and delivery of the following programs:

Mandatory

- 1) General Welfare Assistance to eligible applicants and their dependents.
- 2) Dependent Foster Children Allowance.
- 3) Licensed Nursing Home Care for indigents.

Permissive

- 1) Hostels (rest Homes) - Canadianna Retirement Home, Maple City Residence, Dresden Residence, Village Haven Rest Home, and charge-backs from other municipalities.
- 2) Supplementary Aid.
- 3) Special Assistance.
- 4) Homemakers Services (Chatham Red Cross Society).

<b>STAFF COMPLEMENT</b>	<b>1981</b>	<b>1982</b>	<b>1983</b>	<b>1984</b>
<b>ESTABLISHED PERSONNEL (SALARIED)</b>	6.0	6.0	7.0	11.0
<b>UNSCHEDULED SALARIED POSITIONS</b>	1.3	2.5	2.5	.7
<b>WAGE MAN YEARS</b>				
<b>TOTAL FULL TIME EQUIVALENT POSITIONS</b>	7.3	8.5	9.5	11.7



**FUNCTION** HEALTH AND SOCIAL SERVICES  
**PROGRAM** GENERAL WELFARE ASSISTANCE  
**ACTIVITY** OVERVIEW

**DEPARTMENT**  
**ACCOUNT NO.** 27101-27164

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27101	SALARIES	138,058	176,420	179,596	180,723	235,320	200,820
27105	PENSIONS	8,828	9,815	11,429	11,056	16,975	13,747
27106	MEDICALS	9,034	9,951	10,353	10,570	16,201	13,120
27107	UNEMPLOYMENT INSURANCE	2,469	2,787	4,605	3,557	6,554	5,308
27108	WORKMEN'S COMPENSATION	1,504	2,038	3,142	2,492	4,966	4,021
27110	CAR ALLOWANCE	4,425	6,596	6,653	7,687	9,150	7,900
27111	TRAVEL EXPENSES	1,140	1,299	1,452	800	1,820	1,820
27112	LEGAL AND SPECIAL FEES	0	0	266	0	300	300
27118	COMPUTER OPERATING COSTS	699	19,340	6,568	17,237	12,950	12,950
27130	MEMBERSHIP FEES WELFARE	160	150	191	170	234	234
27145	NEW EQUIPMENT	0	3,413	4,193	3,670	10,480	2,820
27164	PAYMENTS TO/FOR WELFARE RECIPIENTS	1,090,633	1,595,450	1,783,536	2,250,835	1,894,950	1,894,950
<b>TOTAL</b>		1,256,950	1,827,259	2,011,986	2,488,797	2,209,900	2,157,990

REVENUE							
4335	MIN. COMM. & FAMILY SERV	(76,106)	(98,748)	(112,411)	(110,370)	(135,265)	(135,265)
4335	MIN. COMM. & FAMILY SERV	0	0	0	0	(12,177)	(12,177)
4335	MIN. COMM. & FAMILY SERV	(858,147)	1,262,796	(1,415,359)	(1,802,868)	1,364,420	1,364,420
4335	MIN. COMM. & FAMILY SERV	0	0	0	0	(151,760)	(151,760)
<b>TOTAL</b>		(934,253)	1,361,544	(1,527,770)	(1,913,238)	1,663,622	1,663,622

<b>NET REQUIREMENT</b>		322,697	465,715	484,216	575,559	546,278	494,368
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<b>FUNCTION</b>	HEALTH AND SOCIAL SERVICES	<b>DEPARTMENT</b>	SOCIAL SERVICES	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	GENERAL WELFARE ASSISTANCE	<b>ACCOUNT NO.</b>	27101-27130	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	ADMINISTRATION			

DETAILED WORK PROGRAMS

1. Completion of application for G.W.A., Supplementary Aid, Special Assistance, Hostels (Rest Homes), Licensed Nursing Homes, Homemakers Services, Day Nursery, Victoria Residence.
2. Interviewing, investigating and monitoring of ongoing recipients.
3. Maintaining Current records and reports of applicants and recipients.
4. Scheduling and preparing daily and semi-monthly financial assistance cheques, including cheques for various agencies and vendors for services rendered.
5. Accounting for expenditures and revenues on a daily basis.
6. Completion of subsidy claim forms to the Province for expenditures.
7. Preparation of budgets and monthly reports to City Council.
8. Develop and maintain policy and procedural instructions for department staff members.
9. Attend meetings within the community.
10. Report to the City Manager.
11. Ensure the intent of the Provincial legislation and City Council is maintained.
12. Assist in reviewing and negotiating rates for services with Rest Homes, Red Cross Society Homemakers Services, Centre for Abused Women, Community and Family Services.
13. Preparation of reports and attending Social Assistance Review Boards.
14. Attending Family Court and assisting clients in seeking support, as well as, negotiating Minutes of Settlement for financial support.

<b>STAFF COMPLEMENT</b>	<b>1981</b>	<b>1982</b>	<b>1983</b>	<b>1984</b>
<b>ESTABLISHED PERSONNEL (SALARIED)</b>				
<b>UNSCHEDULED SALARIED POSITIONS</b>				
<b>WAGE MAN YEARS</b>				
<b>TOTAL FULL TIME EQUIVALENT POSITIONS</b>				



FUNCTION HEALTH AND SOCIAL SERVICES  
PROGRAM GENERAL WELFARE ASSISTANCE  
ACTIVITY ADMINISTRATION

DEPARTMENT SOCIAL SERVICES  
ACCOUNT NO. 27101-27108

CITY OF CHATHAM  
CURRENT BUDGET

# STATEMENT OF PURPOSE

To provide for the supervision and delivery of both mandatory and permissive Social Services Assistance Programs to eligible persons under the General Welfare Assistance Act and Regulations, Homemakers and Nurses Services Act, and the Day Nurseries Act.

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Salaries	27101	1983	1984
- The amount provides a 5% increase for the present full-time staff		\$144,830.00	\$150,916.00 \$ 150,916.00
- Service pay for qualifying staff		594.00	594.00 594.00
- It is recommended two (2) part-time Intake Workers who have been employed full-time for the past four years and two years respectively, be promoted to permanent full-time employees with a salary classification of Grade "F" at \$15,123.00		30,246.00	34,524.00 34,524.00
- Recommended the following C.O.E.D. positions be classified as permanent full-time effective April 15, 1984 when the C.O.E.D. programs terminate:			
Eligibility Review Officer Grade "D"			13,926.00 13,926.00
Employment Officer Grade "E"			13,105.00 0.00
Receptionist/Clerk Grade "H"			10,655.00 0.00
- Recommend the present part-time E:0:E:0: intake Worker position be classified as temporary part-time effective April 15, 1984 when the E:0:E:0: program terminates.			10,865.00 0.00
- Vacation pay for temporary part-time Intake Worker from April 15, 1984.		1,475.00	435.00
- Overtime for all qualifying staff for 1984		275.00	300.00
<b>TOTAL</b>		<b>\$177,420.00</b>	<b>\$235,320.00 \$200,820.00</b>

<b>Pensions</b>	27105		
7.5% of full-time employee salary (includes OMERS and C.P.P.)			\$ 16,975.00 \$ 13,747.00
<b>Medicals</b>	27106		
Premiums for full-time staff only for hospitalization, vision and dental care, extended care, life insurance and long term disability			\$ 16,201.00 \$ 13,120.00
<b>Unemployment Insurance</b>	27107		
Increased 10% plus premiums for part-time staff and C.O.E.D. staff recommended for full-time positions.			\$ 6,554.00 \$ 5,308.00
<b>Workmen's Compensation</b>	27108		
Calculated on premium rate of \$2.18 per \$100.00 salary to a maximum of \$25,500.00			\$ 4,966.00 \$ 4,021.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



FUNCTION HEALTH AND SOCIAL SERVICES

PROGRAM GENERAL WELFARE ASSISTANCE

ACTIVITY ADMINISTRATION

DEPARTMENT SOCIAL SERVICES

ACCOUNT NO. 27101-27108

CITY OF CHATHAM

CURRENT BUDGET

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27101	SALARIES	138,058	176,420	179,596	180,723	235,320	200,820
27105	PENSIONS	8,828	9,815	11,429	11,056	16,975	13,747
27106	MEDICALS	9,034	9,951	10,353	10,570	16,201	13,120
27107	UNEMPLOYMENT INSURANCE	2,469	2,787	4,605	3,557	6,554	5,308
27108	WORKMEN'S COMPENSATION	1,504	2,038	3,142	2,492	4,966	4,021
SUB		159,893	201,011	209,125	208,398	280,016	237,016
TOTAL		159,893	201,011	209,125	208,398	280,016	237,016

REVENUE							
4335	MIN. SOCIAL & FAMILY	(76,106)	(98,748)	(112,411)	(110,370)	(135,265)	(135,265)
SUB		(76,106)	(98,748)	(112,411)	(110,370)	(135,265)	(135,265)
TOTAL		(76,106)	(98,748)	(112,411)	(110,370)	(135,265)	(135,265)

NET REQUIREMENT		83,787	102,263	96,714	98,028	144,751	101,751
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FUNCTION	HEALTH AND SOCIAL SERVICES	DEPARTMENT	SOCIAL SERVICES	CITY OF CHATHAM
PROGRAM	GENERAL WELFARE ASSISTANCE	ACCOUNT NO.	27110-27130	CURRENT BUDGET
ACTIVITY	ADMINISTRATION			

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Car Allowance		27110
Three (3) Caseworkers	\$ 5,400.00	
Parental Support Worker	800.00	
Eligibility Review Officer	1,250.00 Effective April 15/84	
Employment Officer	<del>1,250.00</del> Effective April 15/84	
Administrator	450.00	
	\$ 9,150.00	\$ 7,900.00

Travel Expenses		27111
OMSSA Convention, Sarnia, 3 days	\$ 400.00	
OMSSA Seminar, Chatham, 2 days	220.00	
Prov. Training Seminar, Toronto, 2 days	300.00	
OMSSA Monthly Zone Meetings	400.00	
Computer Terminal Training, Toronto, 5 days	500.00	
		\$ 1,820.00

Seminars and Zone meetings are subsidized 50% by Province and Training Seminars qualify for an 80% subsidy.

Computer Operating Costs		27118
Printing Blank Cheques	\$ 1,200.00	
Data Paper	400.00	
Computer Caseload Costs	2,700.00	
Computer Operators Time	8,650.00	
		\$ 12,950.00

This account is subsidized 50% by the Ministry of Community and Social Services.

Membership Fees		27130
Ontario Municipal Social Services Association	\$ 200.00	
Ontario Municipal Social Services Association, St. Clair Chapter	24.00	
Service Co-Ordination Group (Chatham)	10.00	
		\$ 234.00

Membership fees subsidized 50% by the Ministry of Community and Social Services.

The cost of administration is subsidized 50% by the Ministry of Community and Social Services to the approved maximum, less the base line factor of \$9,486.00. The base line factor was the cost of administration of G.W.A. before 1964.

Legal and Special fees include the services of the City Solicitor and special fees are Court and Sheriff costs to serve legal documents on out-of-town respondents of sole support parents receiving G.W.A. allowances.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



**FUNCTION** HEALTH AND SOCIAL SERVICES  
**PROGRAM** GENERAL WELFARE ASSISTANCE  
**ACTIVITY** ADMINISTRATION

**DEPARTMENT** SOCIAL SERVICES  
**ACCOUNT NO.** 27110-27130

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27110 CAR ALLOWANCE	4,425	6,596	6,655	7,687	9,150	7,900
27111 TRAVEL EXPENSES	1,140	1,299	1,452	800	1,820	1,820
27112 LEGAL AND SPECIAL FEES			266		300	300
27118 COMPUTER OPERATING COSTS	699	19,340	6,568	17,237	12,950	12,950
27130 MEMBERSHIP FEES WELFARE	160	150	191	170	234	234
In 1983, the amount of \$9,713.00 was encumbered against account number 27118.						
SUB	6,424	27,385	15,132	25,894	24,454	23,204
<b>TOTAL</b>	166,317	228,396	224,257	234,292	304,470	260,220

REVENUE					
4335 MIN. SOCIAL & FAMILY				(12,177)	(12,177)
SUB	0	0	0	0	(12,177)
<b>TOTAL</b>	(76,106)	(98,748)	(112,411)	(110,370)	(147,442)

<b>NET REQUIREMENT</b>	90,211	129,648	111,846	123,922	157,028	112,778
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FUNCTION	HEALTH AND SOCIAL SERVICES	DEPARTMENT	SOCIAL SERVICES	CITY OF CHATHAM CURRENT BUDGET
PROGRAM	GENERAL WELFARE ASSISTANCE	ACCOUNT NO.	27145	
ACTIVITY	ADMINISTRATION			

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

## New Equipment.

27145

1. Data Filing System is required due to lack of space to expand our present filing system (cabinets), which is now overcrowded. The Data Filing System will provide 23% more filing capacity and offer greater security and a more rapid retrievable procedure.

~~\$ 6,500.00~~ \$ 2,000.00

2. Two (2) calculators with tapes are required to assist Intake Workers to calculate an applicant's budget and the amount of General Welfare Assistance interim cheque whenever necessary. \$225.00 x 2

\$ 450.00 \$ 0.00

3. Hand held tape recorder to dictate correspondence.

\$ 310.00 \$ 0.00

4. Transcriber for Receptionist/Clerk to transcribe dictation recorded on item #3.

\$ 820.00 \$ 820.00

5. Photocopier (rental) will eliminate staff lost time in travelling to Treasury Department to copy documents. \$200.00 per month x 12 months

~~\$ 2,400.00~~ \$ 0.00

## STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984







<b>FUNCTION</b>	HEALTH AND SOCIAL SERVICES	<b>DEPARTMENT</b>	SOCIAL SERVICES	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	GENERAL WELFARE ASSISTANCE	<b>ACCOUNT NO.</b>	27164	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	PAYMENTS TO/FOR WELFARE RECIPIENTS			

STATEMENT OF PURPOSE

To provide financial and supportive services to needy persons with the objective of having them independent of social services by obtaining employment, family reconciliation or qualifying for provincial long-term financial assistance.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

The majority of the social services programs are mandatory as legislated by the General Welfare Assistance Act and Regulations and most programs are subsidized 80% by the Ministry of Community and Social Services.

In the event, the Chatham Social Service Department, in 1984, maintains the same complement of staff and programs, a zero caseload increase is anticipated with a 5% increase in expenditures due to legislated budgetary allowances for recipients effective January 1, 1984.

PROGRAMBasic Needs

Food, clothing, utilities, shelter and personal needs - 5% increase legislated by Ministry of Community and Social Services.

Board and Lodgings

Recipients living in a board and lodgings situation - legislated 5.5% increase in budgetary allowance.

Special Diets

For recipients who require a diabetic diet, dialysis type, gluten free, high protein, restricted sodium or hyperlipoproteinemia diets - zero increase for 1984.

Pregnancy Item

Mandatory 37.5% increase as legislated by the Ministry of Community and Social Services for recipients for a maximum of six (6) months or until child is six (6) months of age.

Fuel

Actual or anticipated cost of fuel while in receipt of General Welfare Assistance - 6% increase plus 15% due to moderate winter of 1982-83.

Domiciliary Hostels

Maintenance cost for indigent residents in approved Rest Homes (i.e. - Canadianna Retirement Home, Dresden Residence, Maple City Residence and Village Haven) - proposed 5% rate increase. Some Rest Homes are requesting an 11.6% increase.

Accommodations for female persons at the Chatham-Kent Women's Centre provide temporary shelter (up to 31 days) for female residents and their dependents who are suffering physical or emotional abuse, or both, or emergency shelter (up to 4 days) for those female residents who require emergency shelter for any reason other than physical or emotional abuse.

The Chatham Women's Centre, incorporated, provides accommodation on a purchase-of-service agreement with the Corporation of the City of Chatham at a 1983 rate of \$17.90 per day per approved resident. The anticipated 1984 rate is \$18.80 (5% increase), with a total expenditure of \$15,500.00. However, the agency is requesting a per diem rate of \$21.50 with a total expenditure of \$24,725.00.

Homemakers

Service provided by the Canadian Red Cross Society with a purchase-of-service agreement. Society is requesting a 5.6% rate increase in 1984 from \$6.30 per hour to \$6.65 per hour. It is estimated 2420 hours of homemakers services are required.

<b>STAFF COMPLEMENT</b>	<b>1981</b>	<b>1982</b>	<b>1983</b>	<b>1984</b>
<b>ESTABLISHED PERSONNEL (SALARIED)</b>				
<b>UNSCHEDULED SALARIED POSITIONS</b>				
<b>WAGE MAN YEARS</b>				
<b>TOTAL FULL TIME EQUIVALENT POSITIONS</b>				



<b>FUNCTION</b>	HEALTH AND SOCIAL SERVICES	<b>DEPARTMENT</b>	SOCIAL SERVICES	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	GENERAL WELFARE ASSISTANCE	<b>ACCOUNT NO.</b>	27164	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	PAYMENTS TO/FOR WELFARE RECIPIENTS			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27164	BASIC NEEDS	850,483	1,212,919	1,783,536	1,706,577	1,314,350	1,314,350
	BOARD AND LODGINGS	104,050	166,017		233,586	216,000	216,000
	SPECIAL DIETS		200		200	0	0
	PREGNANCY ITEMS	3,202	4,255		6,000	6,600	6,600
	FUEL	29,279	38,500		59,300	75,000	75,000
	DOMICILIARY HOMES	39,968	43,500		50,721	77,100	77,100
	TRANSIENTS	12				100	100
	HOMEMAKERS	15,005	17,640		20,801	16,100	16,100
	SUB	1,041,999	1,483,031	1,783,536	2,077,185	1,705,250	1,705,250
	<b>TOTAL</b>	1,208,316	1,714,840	2,011,986	2,315,147	2,020,200	1,968,290

REVENUE							
4335	MIN. COMM. & SOCIAL SER.	(858,147)	(1,262,796)	(1,415,359)	(1,802,868)	(1,364,420)	(1,364,420)
	SUB	(858,147)	(1,262,796)	(1,415,359)	(1,802,868)	(1,364,420)	(1,364,420)
	<b>TOTAL</b>	(934,253)	(1,361,544)	(1,527,770)	(1,913,238)	(1,511,862)	(1,511,862)

<b>NET REQUIREMENT</b>	274,063	353,296	484,216	401,909	508,338	456,428
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FUNCTION	HEALTH AND SOCIAL SERVICES	DEPARTMENT	SOCIAL SERVICES (2)	CITY OF CHATHAM
PROGRAM	GENERAL WELFARE ASSISTANCE	ACCOUNT NO.	27164	CURRENT BUDGET
ACTIVITY	PAYMENTS TO/FOR WELFARE RECIPIENTS			

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Licensed Nursing Homes

(Non Extended Care) - Residents living in Residential Care of a Licensed Nursing Home - Estimated 5% rate increase.

(Extended Care) - Residents classified as Extended Care and requiring extensive nursing care while in a licensed Nursing Home - Estimated 5% rate increase.

##### Shelter Subsidy

Due to excess cost of rent or mortgage, payable when fuel costs are less than shelter subsidy formula. 13.3% increase as legislated by Ministry of Community and Social Services.

##### Advanced Age Item

Recipients who are over the age of 65 years may qualify for this item.

##### Dependent Foster Child

To maintain child(ren) who are in the care of a guardian - zero (0) increase.

##### Supplementary Aid

Includes all of special assistance items for Family Benefit Allowance and Old Age Security Recipients. Estimated 5% increase due to inflationary costs.

##### Special Assistance

Includes General Welfare Assistance Recipients and other low-income citizens who may require financial assistance for prescribed drugs, surgical dressings, travel, transportation, moving, funeral or burials, dental, shelter supplement, prosthetic appliances and comfort allowance. Estimated 5% increase due to inflationary costs.

##### Discharge Allowance

General Welfare Assistance Recipients discharged from an approved institution may receive up to \$350.00 to assist clients to re-establish themselves in the community (i.e. - furniture, appliances, first and last months rent, etc.) - 100% increase due to new legislated program.

Above programs are 80% subsidized by the Ministry of Community and Social Services with the exception of Special Assistance, which is 50% subsidized by the Province.

#### DETAILED WORK PROGRAMS

- 1) Completing applications for G.W.A., Dependent Foster Children, Hostels (Rest Homes), Licensed Nursing Homes, Homemakers Services, Day Nursery and Supplementary and Spec. Assist.
- 2) Interviewing and assessing applications.
- 3) Referrals to other community agencies.
- 4) Completing a financial budgetary allowance for recipients.
- 5) Investigation of income, assets and living circumstances of applicants and recipients.
- 6) Complete home visits on a continuing basis and documenting any change in circumstances.
- 7) Prepare evidence and attend Social Assistance Review Board appeals.
- 8) Review and assess on a continuing basis all documents submitted by a recipient.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







<b>FUNCTION</b>	SOCIAL & FAMILY SERVICES	<b>DEPARTMENT</b>	VICTORIA RESIDENCE	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	VICTORIA RESIDENCE	<b>ACCOUNT NO.</b>		<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	OVERVIEW			

STATEMENT OF PURPOSE

To provide comments on the 1984 budget for the Victoria Residence.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

To provide funds and revenue for the operation of the Victoria Residence, the only municipal operated Home for Seniors in the City of Chatham.

The home has a bed capacity of 90 and a total part and full time staff of 53 which consists of Administrator, Secretary, Director of Nursing, Medical Director, Registered Nurses, Activities and Craft Director and a unionized (CUPE) non-professional staff which includes nursing aides, orderlies, kitchen, housekeeping, laundry and maintenance workers.

This function summarizes the total expenditures and revenue and the net requirement required in order for the Victoria Residence to meet the philosophy and goals in 1984.

Provincial Subsidy on Victoria Residence Expenditures:

There is a different subsidy rate for residential care and for extended care residents at the Home. There are presently 39 residents under the residential care. The residential care subsidy rate is 70% of the municipal net expenditure. There are both full pay and part pay residents. The full pay residents of course pay for all their own expenses. The partial pay residents average about \$5,700.00 per year. This is usually the amount of their pensions. There are 30 part pay residential care residents. From these people we receive \$171,000.00 per year. The difference is subsidized by the Province at the rate of 70%.

The other type of care is called extended care. We are only allowed to charge these people a basic amount of \$16.20 per day. This is covered by their pensions. The difference between \$16.20 and \$40.35 per day is subsidized by the Province at the rate of 100%. Any costs in excess of \$40.35 per day is subsidized by the Province at the rate of 70%. The expected per diem cost of caring for these people is estimated to be \$63.00 in 1984. There are 40 extended care residents.

<b>STAFF COMPLEMENT</b>	<b>1981</b>	<b>1982</b>	<b>1983</b>	<b>1984</b>
<b>ESTABLISHED PERSONNEL (SALARIED)</b>				
<b>UNSCHEDULED SALARIED POSITIONS</b>				
<b>WAGE MAN YEARS</b>				
<b>TOTAL FULL TIME EQUIVALENT POSITIONS</b>				



<b>FUNCTION</b>	SOCIAL AND FAMILY SERVICES	<b>DEPARTMENT</b>		<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	VICTORIA RESIDENCE	<b>ACCOUNT NO.</b>	27281-27291	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	SUMMARY OF ALL ACCOUNTS			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27281	SOCIAL SERVICES	23,027	23,027	23,027	23,027	23,027	23,027
27282	DIETARY SERVICES	195,716	215,860	223,748	226,300	238,900	236,400
<b>TOTAL</b>		218,743	238,887	246,775	249,327	261,927	259,427

REVENUE							
<b>TOTAL</b>		0	0	0	0	0	0

<b>NET REQUIREMENT</b>	218,743	238,887	246,775	249,327	261,927	259,427
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FUNCTION	SOCIAL & FAMILY SERVICES	DEPARTMENT	VICTORIA RESIDENCE	CITY OF CHATHAM
PROGRAM	VICTORIA RESIDENCE	ACCOUNT NO.		CURRENT BUDGET
ACTIVITY	OVERVIEW			

#### HIGHLIGHTS AND PROPOSALS OF BUDGET PROPOSALS

The Home offers both supervised Residential and Extended Nursing care 24 hours per day. At the present time there are 39 Residential Care Residents and 40 Extended Care Residents. The funds requested in this budget proposal will provide for complete nursing care and medical supplies required, as well as a complete dietary, housekeeping, and laundry service for all residents. This includes salaries, benefits and supplies, etc. to operate each department as set out in the Homes for the Aged Act and Regulations. The Revenue is to help defray the costs of the total operating and capital expenditures. We receive revenue from the following sources:

- (a) Residents maintenance
- (b) Provincial subsidy
- (c) Subsidy for Capital expenditures
- (d) The Corporation City of Chatham
- (e) Donations

The Province and the Municipality subsidize the Homes operating deficit on an approximate 70%/30% split. On all Capital expenditures the Province and the Municipality subsidize the expense on a 50%/50% basis.

In order to calculate the amount of Revenue we will receive from the residents, there are several factors involved.

- (a) Total Residential Care days
- (b) Total full pay resident days
- (c) Total partial pay resident days
- (d) Total extended care days
- (e) Total operating expenditures for Residential Care only
- (f) A per diem rate for residential care
- (g) The amount paid per day by Extended Care Residents

The following is an estimated calculation of revenue for both Residential Care and Extended Care Residents in 1984.

Full pay resident days (residential)	4,380	
Partial pay resident days (residential)	<u>10,950</u>	
		15,330 days
Estimated residential care operating expenses 1983		\$408,119.00

Therefore, the Residential Care per diem rate for 1984 is estimated as:

$$\$408,119.00 \text{ divided by } 15,330 = \$26.62$$

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b>	SOCIAL AND FAMILY SERVICES	<b>DEPARTMENT</b>		<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	VICTORIA RESIDENCE	<b>ACCOUNT NO.</b>	27281-27291	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	SUMMARY OF ALL ACCOUNTS			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27283	LOCAL & NURSING	504,396	555,587	608,803	590,850	642,981	642,981
27284	APPROVED DRUGS	482	1,009	1,447	1,000	1,400	1,400
27285	HOUSEKEEPING SERVICES	61,719	69,785	75,465	76,800	85,155	76,155
27286	LAUNDRY SERVICES	47,390	53,813	51,618	57,117	62,084	62,084
<b>TOTAL</b>		613,987	680,194	737,333	725,767	791,620	782,620

REVENUE							
<b>TOTAL</b>		0	0	0	0	0	0

<b>NET REQUIREMENT</b>	613,987	680,194	737,333	725,767	791,620	782,620
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FUNCTION	SOCIAL & FAMILY SERVICES	DEPARTMENT	VICTORIA RESIDENCE	CITY OF CHATHAM
PROGRAM	VICTORIA RESIDENCE	ACCOUNT NO.	27281-27291 4339	CURRENT BUDGET
ACTIVITY	OVERVIEW			

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

The per diem rate is paid by all residents who have the means to pay the full per diem cost. Partial pay residents pay on an average of \$5,700.00 per year. This amount comes from all sources of income such as O.A.S., Gains, D.V.A., etc. after they have received their \$61.00 per month comfort allowance.

Revenue full pay residents -	4,380 days x \$28.00	\$ 122,640.00
Revenue partial pay residents -	5,700 days x 30 res.	<u>177,000.00</u>
Total residential Care Revenue		\$ 293,640.00

Revenue Extended Care Residents  
 40 residents x 365 days = 14,600 days  
 14,600 x the per diem \$16.20 as set by the Provincial Government = \$236,520.00.

#### Capital Expenditures

#27291

Total	\$ 154,017.00
Provincial Sub. 50%	\$ 75,009.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	36.5	36.5	37.5	39.3
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS	9.1	9.1	9.1	8.2
TOTAL FULL TIME EQUIVALENT POSITIONS	45.6	45.6	46.6	46.9



<b>FUNCTION</b>	SOCIAL AND FAMILY SERVICES	<b>DEPARTMENT</b>		<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	VICTORIA RESIDENCE	<b>ACCOUNT NO.</b>	27281-27291	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	SUMMARY OF ALL ACCOUNTS			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27287	BUILDING, GROUNDS AND PROPERTY MAINTENANCE	100,658	120,966	98,409	109,761	126,476	106,176
27288	GENERAL ADMINISTRATION	70,416	77,171	81,671	80,266	89,641	87,291
	CAPITAL EXPENSES	113,417	1,545	3,094	5,385	154,017	81,007
<b>TOTAL</b>		284,491	199,682	183,174	195,412	370,134	274,474

REVENUE							
27289	EXTENDED CARE RESIDENT ACCOUNT	(46,348)	(41,501)	(214,993)	(49,160)	(51,722)	(51,722)
27290	RESIDENTIAL CARE RESIDENT ACCOUNT	(412,755)	(405,499)	(297,551)	(423,913)	(472,528)	(472,528)
4339	PROVINCIAL SUBSIDY	(476,370)	(541,538)	(530,000)	(547,785)	(634,900)	(601,365)
	CAPITAL SUBSIDY 50%	(55,378)	(773)	(795)	(2,693)	(72,959)	(40,503)
	APPROVED DRUGS 100%	(482)	(1,009)	(1,350)	(1,000)	(1,400)	(1,400)
<b>TOTAL</b>		(991,333)	(990,320)	(1,044,689)	(1,024,551)	(1,233,509)	(1,167,518)

<b>NET REQUIREMENT</b>	(706,842)	(790,638)	(861,515)	(829,139)	(863,375)	(893,044)
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FUNCTION SOCIAL & FAMILY SERVICES  
 PROGRAM VICTORIA RESIDENCE  
 ACTIVITY SOCIAL SERVICES ACTIVITIES AND COMFORT

DEPARTMENT VICTORIA RESIDENCE  
 ACCOUNT NO. 27281

CITY OF CHATHAM  
 CURRENT BUDGET

#### STATEMENT OF PURPOSE

To organize programs designed to provide a variety of activities, recreation and entertainment and crafts, which will meet the social, physical, and spiritual needs of all residents. The Homes for the Aged and Rest Homes Act and Reg. (Reg.2(3)) recognize the need for this function and establishes that Homes for the Aged provide for organized staff functions.

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Salaries

This account provides salary for 2 1 full time Activities and Craft persons to see that the residents of the Home are provided with a program that will stimulate their social, physical and spiritual needs as per the Act.

##### Benefits

This amount will cover the cost paid by the City for these employees.

##### Clothing

This account is for clothing purchased for residents who do not have funds to purchase their own, nor have families who can help them.

##### Recreation and Entertainment

This account includes special social functions both inside and outside the Home for the residents.

##### Hobby Crafts

Purchase of material for craft work.

##### Other

Bathroom and toilet supplies for residents, items used by residents for personal comfort, barbers, hairdressers, beauty salon supplies, T.V. expenses, newspapers and magazines.

##### Equipment

For maintenance and repair of all equipment for 1984.

\$ 1,500.00

##### Maintenance

Plus furniture recovering.

#### DETAILED WORK PROGRAMS

1. Church services and programs
2. Group outings, mini-shopping, picnics, bus tours, band concerts, etc.
3. Crafts, sewing, knitting, etc.
4. Exercise programs, fun and fitness, games, etc.
5. Grooming, hairdressing, barbers
6. Party activities, seasonal parties, birthdays, bazaars, etc.
7. Sing songs, outdoor games, gardening, horticultural activities, Ladies' Tea Club
8. Social hours
9. Library and talking book services
10. Decorating activities seasonal
11. Preparation of Victoria Residence News
12. Residents Council
13. Volunteer programs, Auxiliary, Service Clubs
14. Home Bingos
15. Program announcements, films, bulletins
16. Provide remotivation and reality orientation programs as an integral part of the total service to residents.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	1	1	1	2
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS	0	0	0	0
TOTAL FULL TIME EQUIVALENT POSITIONS	1	1	1	2



**FUNCTION** SOCIAL AND FAMILY SERVICES  
**PROGRAM** VICTORIA RESIDENCE  
**ACTIVITY** ACTIVITIES AND COMFORT SERVICES

**DEPARTMENT** VICTORIA RESIDENCE  
**ACCOUNT NO.** 27281

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27281 SALARIES	14,310	13,681	7,348		21,500	10,750
27281 BENEFITS	2,474	2,375			6,005	3,005
27281 CLOTHING	657	302		400	400	400
27281 RECREATION	777	1,130		1,000	1,800	1,800
27281 HOBBY, CRAFTS	54	236		400	400	400
27281 OTHER	4,840	6,024		6,000	6,500	6,500
27281 EQUIPMENT MAINTENANCE				200	1,500	1,500
27281 EQUIPMENT REPLACEMENT		428		800		
27281 RECOVERIES	(85)			(100)	(100)	(100)
SUB	23,027	24,176	7,348	8,700	38,005	24,255
<b>TOTAL</b>	23,027	24,176	7,348	8,700	38,005	24,255

REVENUE						
27289 EXTENDED CARE			(214,993)			
27290 RESIDENTIAL CARE	(10,604)	(10,859)	(297,551)	(12,815)	(15,533)	(15,533)
4339 PROVINCIAL SUBSIDY	(10,973)	(13,833)	(4,205)	(4,077)	(18,849)	(9,224)
SUB	(21,577)	(24,692)	(516,749)	(16,892)	(34,382)	(24,757)
<b>TOTAL</b>	(21,577)	(24,692)	(516,749)	(16,892)	(34,382)	(24,757)

<b>NET REQUIREMENT</b>	1,450	(516)	(509,401)	(8,192)	3,623	(502)
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<b>FUNCTION</b>	SOCIAL & FAMILY SERVICES	<b>DEPARTMENT</b>	VICTORIA RESIDENCE	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	VICTORIA RESIDENCE	<b>ACCOUNT NO.</b>	27282	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	DIETARY SERVICES			

#### STATEMENT OF PURPOSE

To provide an organized food service to meet the nutritional, social and comfort needs of the residents through good food preparation and service function. Also to operate the Dietary Service in accordance with Health Standards, and maintain a clean and tidy preparation and storage area.

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

The value of the food service to the resident is chiefly nutritional, but has an important social aspect. The product or raw food must be of high quality and properly prepared in order to provide an appeal to the residents' likes and dislikes. We must also be able to provide attractive dishes for special social occasions.

Meals for the staff are provided and this is seen to have a positive effect through provision of proper nutrition and morale.

The service and the work are governed by Department of Health Regulations with respect to the storage and preparation of meals. The Homes for the Aged and Rest Homes Act require that special diets be a part of the service provided and the overall function is subject to demands for a high standard and product to the resident.

#### Salaries

This account includes labour costs as negotiated by contract for all Dietary Staff by CUPE Local 12. Included in the labour costs are cooks, assistant cooks, and Dietary Generals. Overtime, statutory holidays, vacations and sick leave are also included.

#### Benefits

All benefits allowed as per the City and the negotiated contract with CUPE local 12.

#### Raw Food Costs

This includes all raw food used in the preparation of meals, dairy and bakery products, vegetables, fruit and groceries. This also includes food for staff, residents and special occasions.

#### Dishes and Cutlery

This is a general amount for replacement of worn dishes, etc. as replacement for breakage.

#### Soaps and Supplies

This includes dish detergents, rinse agents, disinfectants, pot cleaners, garbage bags, etc.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b>	SOCIAL AND FAMILY SERVICES	<b>DEPARTMENT</b>	VICTORIA RESIDENCE	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	VICTORIA RESIDENCE	<b>ACCOUNT NO.</b>	27282	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	DIETARY SERVICES			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27282	SALARIES	95,221	113,500	223,748	117,000	124,000	124,000
	BENEFITS	13,875	15,500		18,000	20,100	20,100
	RAW FOOD COSTS	76,661	82,037		86,000	86,000	86,000
	DISHES AND CUTLERY	540	892		800	1,800	1,800
	SOAPS, SUPPLIES	2,768	2,461		2,900	3,500	3,500
SUB		189,065	214,390	223,748	224,700	235,400	235,400
TOTAL		212,092	238,566	231,096	233,400	273,405	259,655

REVENUE							
7700	ENTERED CARE						
7720	RESIDENTIAL CARE	(95,394)	(87,479)		193,722	(97,432)	(97,432)
4330	PROVINCIAL SUBSIDY	(95,264)	(142,985)	(175,390)	(100,723)	(115,407)	(115,737)
SUB		0	0	0	0	0	0
TOTAL		(21,577)	(24,692)	(516,749)	(16,892)	(34,382)	(24,757)

<b>NET REQUIREMENT</b>	190,515	213,874	(285,653)	216,508	239,023	234,898
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FUNCTION SOCIAL AND FAMILY SERVICES  
 PROGRAM VICTORIA RESIDENCE  
 ACTIVITY DIETARY SERVICES

DEPARTMENT VICTORIA RESIDENCE  
 ACCOUNT NO. 27282

CITY OF CHATHAM  
 CURRENT BUDGET

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Equipment Maintenance

This amount is generally based on previous years, for all maintenance of kitchen equipment.

##### Equipment Replacement

I have budgeted for a new compressor and cooling unit for our refrigeration room, as I do not feel that it would be feasible to spend money on repairs to our old unit which is over 15 years old.

The following is a summary of equipment replacements:

Compressor and cooling unit \$2,500.00 \$ 0.00

#### DETAILED WORK PROGRAMS

1. Provision of meals to meet the residents nutritional needs.
2. Supply evening snacks for residents.
3. Supply meals to staff.
4. Supply and serve for parties, special social events for the enrichment of the residents.
5. Provision of meals for meetings, seminars and conferences if required.
6. Washing all pots, pans and utensils.
7. Washing all other dishes used in the serving of any food.
8. Help prepare weekly or monthly menu.
9. Cleaning on a daily, weekly or monthly basis all equipment used in the preparation of meals, etc.
10. Serving meals.
11. Baking.
12. Total cleaning of all floors daily or more often.
13. Cleaning of all windows, walls and ceiling twice yearly.
14. Other duties as assigned.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	6.6	6.6	6.6	6.6
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS	1.3	1.3	1.3	1.3
TOTAL FULL TIME EQUIVALENT POSITIONS	7.3	7.3	7.3	7.3







<b>FUNCTION</b>	SOCIAL AND FAMILY SERVICES	<b>DEPARTMENT</b>	VICTORIA RESIDENCE	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	VICTORIA RESIDENCE	<b>ACCOUNT NO.</b>	27283	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	MEDICAL AND NURSING SUPPLIES			

STATEMENT OF PURPOSE

To provide twenty-four hour care sufficient to meet the physical and emotional needs of all the residents both Residential and Extended Care in the home, in accordance with standards established by Provincial Legislation and the Homes management.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

The Homes for the Aged Act and Regulations establish minimum requirements for nursing, and medical care and provision of pharmaceuticals and medications and the maintenance of records. The Home management and administration, the Provincial Ministries of Community and Social Services, define specifically the level of standards to be maintained within the Home.

Salaries

This account includes labour costs as negotiated by contract for all Nurse Aides and Orderlies by CUPE Local 12. The account also includes the salaries for all full and part-time Registered Nurses, as well as the salary of the Director of Nursing as set by the City as they are non union. Overtime, statutory holidays, vacation and sick leave are included as well.

Benefits

All benefits allowed as per the City and negotiated contract with CUPE Local 12.

Physician

The Home Physician is paid on the basis of the number of residents in the home at the end of each month.

<b>STAFF COMPLEMENT</b>	<b>1981</b>	<b>1982</b>	<b>1983</b>	<b>1984</b>
<b>ESTABLISHED PERSONNEL (SALARIED)</b>				
<b>UNSCHEDULED SALARIED POSITIONS</b>				
<b>WAGE MAN YEARS</b>				
<b>TOTAL FULL TIME EQUIVALENT POSITIONS</b>				







<b>FUNCTION</b>	SOCIAL AND FAMILY SERVICES
<b>PROGRAM</b>	VICTORIA RESIDENCE
<b>ACTIVITY</b>	MEDICAL AND NURSING SUPPLIES

<b>DEPARTMENT</b>	VICTORIA RESIDENCE
<b>ACCOUNT NO.</b>	27283

<b>CITY OF CHATHAM</b>
<b>CURRENT BUDGET</b>

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Nursing Supplies & Medications

Includes chemicals for lab, tests, bandaides, tape, gauze, bandages, ointments, mouthwashes, disinfectants and all medications which are non prescription drugs.

##### Equipment Maintenance

This amount has been budgeted for the overhaul of all wheel chairs, commodes and geriatric chairs in the amount of \$1,700.00

This will include labour and parts and will restore this equipment to like new. Therefore, no replacement chairs, etc. will be required this year.

Beside tables and beds to finish and paint approximately 56 bedside tables and bed ends, the amount is \$3,360.00

This also will save replacing these stands and beds in the future.

##### Equipment Replacement

An amount of \$800.00 has been budgeted for the purchase of small items of Medical Equipment which breaks or wears out during the year. \$ 800.00

#### DETAILED WORK PROGRAMS

1. Provide comprehensive nursing care in accord with individual nursing care plans including bathing, skin care, shaving, toileting, mouth care, foot care, dressing, grooming, meal serving and feeding, bed making and care of personal possessions. As well, provide emotional support, social assistance and family involvement.
2. Provide medical care through the Medical Director and consultant Physician.
3. Provide pharmaceuticals, treatments, prosthesis.
4. Prepare and maintain administrative medical and nursing records.
5. Provide escorting duties to meet social and medical needs inside and outside the home.
6. Provide educational experience for students officiating from various education.
7. Refer for diagnostic services and treatments from area hospitals, clinics and laboratories.
8. Provide educational opportunities for staff including in-service education orientation, seminars, work shops and courses.
9. Be well acquainted with all Fire Drill procedures as well as being involved with emergency evacuation planning in case of a disaster.
10. Provide remotivation and reality orientation programs as a integral part of the total service to residents.
11. Provide adjuvant programs and co-ordinate restorative and rehabilitative activities.
12. Participate in staff health programs such as TB skin testing, influenza immunization and rendering first aid treatment.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	20.6	20.6	20.6	20.6
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS	6.9	6.9	6.9	6.9
TOTAL FULL TIME EQUIVALENT POSITIONS	27.5	27.5	27.5	27.5



FUNCTION SOCIAL AND FAMILY SERVICES

PROGRAM VICTORIA RESIDENCE

ACTIVITY MEDICAL &amp; NURSING SERVICES

DEPARTMENT VICTORIA  
RESIDENCE  
ACCOUNT NO. 27283CITY OF CHATHAM  
CURRENT BUDGET

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27283	NURSING SUPPLIES	4,060	4,185		4,200	4,500	4,500
	EQUIPMENT MAINTENANCE	12	661		500	5,000	5,000
	EQUIPMENT REPLACEMENT	1,654	408		1,200	800	800
	OTHER		147		400	200	200
	RECOVERIES		(200)		(200)	(200)	(200)
	SUB	5,726	5,201	0	6,100	10,300	10,300
	<b>TOTAL</b>	723,139	795,623	839,899	825,850	919,886	903,636

REVENUE							
27289	EXTENDED CARE						
27290	RESIDENTIAL CARE	(231,524)	(227,577)		(230,383)	(262,741)	(262,741)
4339	PROVINCIAL SUBSIDY	(240,891)	(265,689)	(277,796)	(277,470)	(317,500)	(317,500)
	SUB	(472,415)	(493,266)	(277,796)	(507,853)	(580,241)	(580,241)
	<b>TOTAL</b>	(677,632)	(709,422)	(899,943)	(725,219)	(830,732)	(819,357)

<b>NET REQUIREMENT</b>		45,507	86,201	(60,044)	100,631	89,154	84,279
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FUNCTION	SOCIAL & FAMILY SERVICES
PROGRAM	VICTORIA RESIDENCE
ACTIVITY	APPROVED DRUGS

DEPARTMENT	VICTORIA RESIDENCE
ACCOUNT NO.	27284

CITY OF CHATHAM
CURRENT BUDGET

# STATEMENT OF PURPOSE

Drugs supplied and purchased for Extended Care Residents only and subsidized 100%.

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

### Approved Drugs and Pharmaceuticals

Drugs requiring a prescription and mentioned in Schedules A, C and D under the Pharmacy Act (Ontario):

Narcotics as defined in the Narcotics Control Act (Canada); and drugs and medications listed in the list prepared by The Homes for the Aged - Office on Aging Branch, of non-prescription items under the Pharmacy Act (Ontario) and the Proprietary and Patent Medicines Act (Canada) for Extended Care residents for which this Province will pay 100 per cent.

### Recoveries

100% subsidizeable.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



FUNCTION SOCIAL AND FAMILY SERVICES

PROGRAM VICTORIA RESIDENCE

ACTIVITY APPROVED DRUGS

DEPARTMENT VICTORIA  
RESIDENCE  
ACCOUNT NO. 27284CITY OF CHATHAM  
CURRENT BUDGET

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27284	APPROVED DRUGS	482	1,009	1,447	1,000	1,400	1,400
SUB		482	1,009	1,447	1,000	1,400	1,400
TOTAL		723,621	796,632	841,346	826,850	921,286	905,036

REVENUE							
	REIMBURSED BY MINISTRY	(482)	(1,009)	(1,350)	(1,000)	(1,400)	(1,400)
SUB		(482)	(1,009)	(1,350)	(1,000)	(1,400)	(1,400)
TOTAL		(678,114)	(710,431)	(901,293)	(726,219)	(832,132)	(820,757)
NET REQUIREMENT		45,507	86,201	(59,947)	100,631	89,154	84,279



FUNCTION	SOCIAL & FAMILY SERVICES	DEPARTMENT	VICTORIA RESIDENCE	CITY OF CHATHAM
PROGRAM	VICTORIA RESIDENCE	ACCOUNT NO.	27285	CURRENT BUDGET
ACTIVITY	HOUSEKEEPING SERVICE			

STATEMENT OF PURPOSE

To maintain an environment in the Home which is clean, safe and attractive for all Residents and visitors.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

The house cleaning programs established by the Home are essential to the provision for a clean, safe, comfortable, part of a quality service to the resident. That the standards and levels of sanitation are maintained according to the degree acceptable to management and are inspected on a regular basis.

HOUSEKEEPING SERVICESSalaries

This account includes labour costs as negotiated by contract by CUPE Local 12. Also included is an amount for the purpose of hiring another full time housekeeping general from April 30th to December 31, 1984.

We will request that the present EOE person can be kept on full-time after the completion of the programme.

Please note if an extra housekeeping person is put on staff, we will not have to replace a housekeeping aide on vacation, stat holidays, nor for regular days off or sick leave.

Therefore, we will reduce all part-time costs for this department.

As we require a part-time person to fill in for housekeeping staff on regular days, off, I have allowed for this in my total salaries over and above the regular 5%.

Benefits

All benefits allowed as per the City and negotiated by CUPE Local 12.

Misc. Cleaning Supplies

Consists of floor wax, stripper, detergents, garbage bags, window cleaner, special chemicals used to control bacteria growth, etc.

Equipment Maintenance

Each year we try to replace any old or worn equipment in order to save on costly breakdowns or repairs. The amount budgeted for preventive maintenance of equipment, is a general amount, as per previous years' spending.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	3.1	3.1	3.1	4.1
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS	.5	.5	.5	0
TOTAL FULL TIME EQUIVALENT POSITIONS	3.6	3.6	3.6	4.1







FUNCTION	SOCIAL & FAMILY SERVICES	DEPARTMENT	VICTORIA RESIDENCE	CITY OF CHATHAM
PROGRAM	VICTORIA RESIDENCE	ACCOUNT NO.	27285	CURRENT BUDGET
ACTIVITY	HOUSEKEEPING SERVICES		(2)	

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Equipment Replacement

Each year we plan for replacement of work equipment. Also included in this account is the replacement of worn drapes periodically.

Misc. housekeeping equipment

\$ 600.00

\$ 600.00

High-speed floor machine

\$1,200.00

\$ 0.00

Drapery material

\$1,500.00

\$1,500.00

\$3,300.00

\$2,100.00

##### Recoveries

We receive a portion of the Provincial and Federal Sales Tax paid on supplies and equipment purchased.

#### DETAILED WORK PROGRAMS

1. Regular daily cleaning of floors in residents rooms and all other public areas. Sweeping, scrubbing, damp mopping, vacuuming, stripping, washing, waxing, spray buffing, shampooing, etc.
2. A regular program of house cleaning all rooms twice a year.
3. Regular cleaning of walls and ceiling, washing and disinfecting.
4. Regular cleaning of all doors, windows, screens, window sills and spot cleaning.
5. Garbage and waste removal.
6. Reporting re: pest control.
7. Removal for cleaning re-hanging drapes.
8. Periodic cleaning and treatment of furniture inside and outside, fixtures, appliances, air and heat vents. Reporting any damaged or worn equipment.
9. Cleaning residents night tables, stands and bed ends.
10. Upon discharge of a resident, clean vacated room.
11. Requisitioning cleaning supplies.
12. Cleaning and disinfect all public and private washrooms, washroom appliances, lockers, locker rooms, waste collection and waste disposal areas.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b> SOCIAL AND FAMILY SERVICES	<b>DEPARTMENT</b> VICTORIA RESIDENCE	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b> VICTORIA RESIDENCE	<b>ACCOUNT NO.</b> 27285	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b> HOUSEKEEPING SERVICES		

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROX'N REQUESTED	APPROVED BY COUNCIL
EQUIPMENT REPLACEMENT		309		1,600	1,800	600
DRAPERY REPLACEMENT					1,500	1,500
RECOVERIES	(227)	(300)		(300)	(300)	(300)
SUB	(227)	9	0	1,300	3,000	1,800
<b>TOTAL</b>	785,340	866,417	916,811	903,650	1,006,441	981,191

REVENUE						
27289	EXTENDED CARE					
27290	RESIDENTIAL CARE	(28,424)	(27,954)		(30,963)	(34,797)
4339	PROVINCIAL SUBSIDY	(29,411)	(40,008)	(34,742)	(38,085)	(42,234)
SUB		(57,835)	(67,962)	(34,742)	(69,048)	(77,031)
<b>TOTAL</b>		(735,949)	(778,393)	(936,035)	(795,267)	(909,163)

<b>NET REQUIREMENT</b>	49,391	88,024	(19,224)	108,383	97,278	89,703
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FUNCTION	SOCIAL & FAMILY SERVICES	DEPARTMENT	VICTORIA RESIDENCE	CITY OF CHATHAM
PROGRAM	VICTORIA RESIDENCE	ACCOUNT NO.	27286	CURRENT BUDGET
ACTIVITY	LAUNDRY AND LINEN SERVICES			

**STATEMENT OF PURPOSE**

To provide an organized on premise laundry service for both linen and personal clothing, acceptable to management and the Ministry.

**HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS**

Laundry service standards are aimed at producing a high quality of linen, both sanitary, comfortable and attractive, which contributes to a health promoting environment. The service also provides a purchasing function to meet linen and the clothing needs of the Residents as well as an inventory record.

Sanitary conditions and standards are incorporated in washing and distribution process. An ongoing maintenance and replacement program in order to operate the laundry economically and efficiently.

To provide a service for the local Fire Department of their linen and bedding.

**Salaries**

This account provides salaries for two full time laundry generals and one part-time general, as negotiated between the City and CUPE Local 12.

**Bed Linen Replacement**

Each year we replace worn linen in order to be able to keep an inventory of approximately five complete changes per resident per day. This includes bed spreads, pillows, mattresses, towels, face cloths, sheets, pillow cases, pillow protectors, draw sheets, diapers, mattress covers, hospital gowns, etc.

**Other Supplies**

Includes laundry detergent, bleach, softener, sour and other chemicals used in an on premise laundry operation.

**Equipment Maintenance**

This amount has been budgeted for the maintenance of the laundry machinery, as it is now three years old and the warranty is no longer in effect.

\$1,600.00

**Equipment Replacement**

1 Washer Extract motor for 35 lb. machine

\$ 975.00

1 Heavy Duty Sewing Machine

\$ 825.00

\$1,800.00

Other: An amount of \$9,000.00 is for the use of dri-pride incontinent pads. This represents approximately 60% of the cost with the other 40% to be provided from residents trust. By using the Dri-pride we have reduced one part-time person from the laundry a saving of \$5,000.00 with further savings in supplies and replacement linen, etc.

**Recoveries**

For Federal and Provincial Sales Tax paid for supplies, as we are not sales tax exempt when we purchase these supplies.

**DETAILED WORK PROGRAMS**

1. Laundering process, equipment maintenance, collecting soiled linen, sorting, presoaking for wash, stain removal, weighing, bundling, washing, drying, machine mangling, hanging, pressing, folding, marking, storing, delivering to linen rooms and residents' rooms.
2. Inspection, mending and altering.
3. Labelling with name tags.
4. Tracing lost items.
5. Periodic inventory of linens.
6. Cleaning all machines, laundry room floor, walls, etc.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	2.1	2.1	2.1	2
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS	.4	.4	.4	0
TOTAL FULL TIME EQUIVALENT POSITIONS	2.5	2.5	2.5	2



**FUNCTION** SOCIAL AND FAMILY SERVICES  
**PROGRAM** VICTORIA RESIDENCE  
**ACTIVITY** LAUNDRY & LINEN SERVICE

**DEPARTMENT** VICTORIA  
 RESIDENCE  
**ACCOUNT NO.** 27286

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27286	SALARIES	31,354	36,207	51,618	38,117	33,824	33,824
	BENEFITS	4,864	5,765		6,500	7,210	7,210
	PURCHASED SERVICES						
	BED LINEN REPLACEMENT	2,566	4,774		5,200	5,000	5,000
	OTHER SUPPLIES	5,850	6,164		6,000	4,500	4,500
	EQUIPMENT MAINTENANCE	2,072	903		1,100	1,600	1,600
	EQUIPMENT REPLACEMENT	1,449	800		1,000	1,800	1,800
	OTHER					9,000	9,000
	RECOVERIES	(765)	(800)		(800)	(850)	(850)
	SUB	47,390	53,813	51,618	57,117	62,084	62,084
	<b>TOTAL</b>	832,730	920,230	968,429	960,767	1,068,525	1,043,275

REVENUE							
27289	EXTENDED CARE						
27290	RESIDENTIAL CARE	(21,823)	(20,968)		123,048)	(25,369)	(25,369)
4339	PROVINCIAL SUBSIDY	(22,581)	(30,859)	(24,774)	(28,816)	(30,792)	(30,792)
	SUB	(44,404)	(51,827)	(24,774)	(51,864)	(56,161)	(56,161)
	<b>TOTAL</b>	(780,353)	(830,220)	(960,809)	(847,131)	(965,324)	(947,649)

<b>NET REQUIREMENT</b>		52,377	90,010	7,620	113,636	103,201	95,626
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## FUNCTION

SOCIAL & FAMILY  
SERVICES

## PROGRAM

VICTORIA RESIDENCE

## ACTIVITY

BUILDING, GROUNDS  
MAINTENANCE

## DEPARTMENT

VICTORIA  
RESIDENCE

## ACCOUNT NO.

27287

## CITY OF CHATHAM

## CURRENT BUDGET

STATEMENT OF PURPOSE

This function is charged with the responsibility of heating and ventilation systems, for the maintenance and upkeep of the buildings and grounds, fire safety and drills. One other function in this department is the ordering of supplies and the inventory control and distribution of goods, food, paper products, etc.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

The function provides and ensures continuance of the basic needs of the residents. It is responsible for shelter, safety, security, heat and comfort and also assists the other services in performance of their functions through maintenance of equipment, buildings and work areas. Direct manpower assistance on special events. The appearance of the buildings and grounds, the flowers and grass are an important feature in providing an attractive enjoyable, and a home like atmosphere.

The economic efficiency of the operation of all systems is dependent upon service. Food storage, inventory, receiving and dispensing of supplies also becomes part of the service.

Fire safety and fire protection and prevention programs are covered under building codes, the local Fire Department, the Fire Marshall's Office and requirements under the Homes for the Aged Act and Regulations.

Building and Grounds MaintenanceSalaries

Over the past year we have had employed a COED person in our maintenance department. His services will be terminated in April, 1984. It would appear that in a building as large as ours, there is a need for two men to look after the building and grounds maintenance. Therefore, request that we keep the COED person on for the balance of 1984 and I have allowed in my budget request for this.

Utilities

This includes gas, water and hydro, these have been estimated as a percentage as an indicated increase by the Gas Co., Water Commission and Hydro. Insurance is a set figure each year.

## STAFF COMPLEMENT

1981

1982

1983

1984

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS







FUNCTION	SOCIAL & FAMILY SERVICES	DEPARTMENT	VICTORIA RESIDENCE	CITY OF CHATHAM
PROGRAM	VICTORIA RESIDENCE	ACCOUNT NO.	27287	CURRENT BUDGET
ACTIVITY	BUILDINGS, GROUNDS MAINTENANCE		(2)	

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Other

This is an amount which is provided for items which do not have a specific tie in with other special accounts and is a general amount.

##### Recoveries

These are based on the Federal and Provincial Taxes paid when a purchase of supplies or equipment is made, and a claim is made also for reimbursement.

##### Building and Grounds Maintenance

General day to day maintenance buildings & grounds	\$ 4,500.00	
Painting and re-decorating continual programme	3,000.00	
Glass cutting and snow removal	3,500.00	
Pest control	600.00	
General electrical maintenance in the building	1,500.00	
Reduced	<del>\$13,100.00</del>	\$10,000.00
Equipment Maintenance		
Elevator inspection	\$ 300.00	
Fire alarm inspection and service contract	700.00	
Fire equipment inspection, extinguishers, etc. yearly	300.00	
Honeywell re: heating and service contract	1,442.00	
Furnace chimney yearly inspection	700.00	
General maintenance of electrical motors, fans, pumps, refrigeration equipment, etc.	4,500.00	
		\$ 7,942.00

##### Equipment Replacement

This is a general amount for the purchase of new equipment which may break down and have to be replaced at any time during the year.

\$ 3,800.00

#### DETAILED WORK PROGRAMS

- Operating the heating and domestic heating boilers.
- Preventive maintenance programs on heating, ventilation, plumbing and electrical systems, servicing laundry, dietary, housekeeping and nursing equipment.
- Preventive maintenance and repairs to:
  - buildings
  - furniture
  - fixtures, appliances
  - garden and grounds, flowers, shrubs, etc.
  - maintenance of all other equipment used both inside and out.
- Fire drills, fire safety and prevention programs.
- Painting and decorating.
- Safety and security programs.
- Grounds maintenance, snow removal, beautification, landscaping, etc.
- Garbage removal and clean up.
- Special projects - construction, alterations and renovations.
- Assistance to other services at parties and special occasions, setting up and dismantling.
- Ordering of supplies, food, paper products, etc. Seeing all services are supplied in order that they may operate efficiently.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	1.1	1.1	1	2
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS	1.1	1.1	1	2







FUNCTION	SOCIAL & FAMILY SERVICES	DEPARTMENT	VICTORIA RESIDENCE	CITY OF CHATHAM
PROGRAM	VICTORIA RESIDENCE	ACCOUNT NO.	27288	CURRENT BUDGET
ACTIVITY	GENERAL AND ADMINISTRATIVE SERVICES			

STATEMENT OF PURPOSE

To provide overall direction, co-ordination and administrative support to all other services, residents and families.

To provide accounting and trust fund services for the Residents, along with payrolls, pay out of pension cheques and maintenance of records, files and statistical data.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

The responsibility of the Administrator is set out in the Homes for the Aged and Rest Homes Act and Regulations. The requirements for trust accounts and accounts receivable, capital funding and operating subsidies are set out in Provincial policy and the needs and rights of the residents are important considerations in the total delivery of this service.

Records and statistical information accumulation is presently the minimum needed in accordance with imposed requirements.

Salaries

I have allowed for a 5% increase in salaries.

Printing, Stationery, Postage

This amount is for stamps, time cards, time sheets, and misc. supplies, etc. in 1984.

Conventions and Travel

O.A.H.A. Convention, Toronto, Ontario: four delegates, Administrator, Director of Nursing, Medical Director, Committee Chairman. Travel, meals and registration. The convention provides a good learning experience for members of the Home. This is a working convention with excellent seminars and work shops, which is attended by all Homes in the Province once a year.

\$ 2,500.00 \$ 1,000.00

Advertising

This is an amount for job advertisements in local newspapers. This also includes an amount for the publication of a new brochure for the Home advertising the services the Home provides.

Training

This amount covers in-service training for staff as well as fees for regional seminars, workshops, and annual Region 1 Homes for the Aged meeting in London.

Regional meeting 4 delegates \$ 60.00

Other training and seminars \$540.00

Membership Fees

This amount covers our fees for memberships in the Homes for the Aged Association as well as membership in the Central Purchasing Group (CPP). The Home must have memberships in both in order to be eligible for special purchasing prices similar to Ontario Hospitals. Also fees for Medical Director in the O.A.H.A. Medical Directors Association.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



**FUNCTION** SOCIAL AND FAMILY SERVICES  
**PROGRAM** VICTORIA RESIDENCE  
**ACTIVITY** GENERAL AND ADMINISTRATIVE SERVICES

**DEPARTMENT** VICTORIA  
 RESIDENCE  
**ACCOUNT NO.** 27288

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27288	SALARIES	45,784	53,037	81,671	55,690	57,844	57,844
	BENEFITS	9,214	9,275		9,786	11,757	11,757
	PRINTING, POSTAGE	2,012	942		1,000	700	700
	TELEPHONE	2,805	3,121		3,000	3,000	3,000
	CONVENTIONS	3,225	1,068		1,220	2,500	1,000
	ADVERTISING					1,000	1,000
	TRAINING					600	600
	MEMBERSHIP FEES AND REGISTRATIONS					1,790	1,790
	SUB	63,040	67,443	81,671	70,696	79,191	77,691
	<b>TOTAL</b>	996,428	1,108,639	1,148,509	1,141,224	1,274,192	1,227,142

REVENUE							
27288	RESIDENTIAL TAX	(130,126)	(130,126)		(132,953)	(134,141)	(134,141)
1133	PROVINCIAL CREDIT	(31,171)	(31,171)		(32,831)	(34,141)	(34,141)
	SUB	0	0	0	0	0	0
	<b>TOTAL</b>	(874,658)	(916,082)	(1,004,643)	(948,885)	(1,079,824)	(1,047,939)

<b>NET REQUIREMENT</b>		121,770	192,557	143,866	192,339	194,368	179,203
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FUNCTION	SOCIAL & FAMILY SERVICES	DEPARTMENT	VICTORIA RESIDENCE	CITY OF CHATHAM
PROGRAM	VICTORIA RESIDENCE	ACCOUNT NO.	27288	CURRENT BUDGET
ACTIVITY	GENERAL AND ADMINISTRATIVE SERVICES		(2)	

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Equipment Maintenance

General maintenance of office equipment.

##### Equipment Replacement

To replace misc. equipment which may wear out throughout the year.

##### Other Car Allowance, Audit Fees

This amount is for administration and audit fees, staff car allowance. This amount is set aside to cover the cost of accounting and audit that is carried out by the treasury office for the Home.

#### DETAILED WORK PROGRAMS

1. General administration of management of the organization, direction, co-ordination and improvement in accordance with overall goals and objectives in maintaining a home for seniors to live in with dignity.
2. Food supervision, menu planning, purchasing, housekeeping and laundry and maintenance supervision.
3. Scheduling all shifts.
4. Maintenance of statistical information and records.
5. Maintenance of staff records and payroll.
6. Checking all invoices for accounts receivable and recording same.
7. Provision of trust fund function.
8. Preparation of both City and Provincial Budgets.
9. Receiving and registering all pension cheques and recording and paying monthly directly to the residents their comfort allowance.
10. Provision of receptionist, public relations and information service.
11. Provision of secretarial and clerical support to Administrator, Home Physician, Nursing and all other departments within the home.
12. Provision of messenger and driver service for the residents in the Home.
13. Residents benefits - pensions, medical insurance, extended care, etc.
14. Interviewing for job.
15. Completing all applications and interviewing prospective residents, setting up pre-admission medicals and admitting to the Home as per the Home policy.
16. Working with the Auxiliary of the Home.
17. Preparing a monthly news bulletin.
18. Reviewing the total operation of the Home and preparing recommendations for change from time to time.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	2	2	2	2
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS	2	2	2	2







FUNCTION	SOCIAL & FAMILY SERVICES	DEPARTMENT	VICTORIA RESIDENCE	CITY OF CHATHAM
PROGRAM	VICTORIA RESIDENCE	ACCOUNT NO.	27291	CURRENT BUDGET
ACTIVITY	NEW CAPITAL			

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Capital Items are items or equipment or renovations that are new and not considered replacements. These items are purchased for various departments to increase the efficiency of the department or to make improvements to the Home which are beneficial for the care of the Residents.

## Social Services

#27281

New lounge furniture for activities &amp; craft room

4 lounge tables	\$ 560.00	\$ 0.00
2 end tables and lamps	450.00	\$ 0.00
4 card tables	400.00	\$ 0.00
carpetcraft room	600.00	\$ 0.00
	<u>\$ 2,010.00</u>	<u>\$ 0.00</u>

## Dietary Services

#27282

In this area we require some new equipment to operate more efficiently. We also would like to renovate the old laundry room for dishwashing, freezing and storage space. This would create a more sanitary operation.

1. Renovate old laundry area to a dishwashing and storage area to meet health regulations.	\$ 4,900.00	
2. Two sections of stainless steel shelving	535.00	
3. One electric 12 quart soup kettle	560.00	
4. One two tier electric convection oven	5,992.00	
5. One commercial food processor	535.00	
6. One portable cold salad bar	<u>485.00</u>	
		<u>\$13,007.00</u>

All the above items of equipment would help provide for a more efficient dietary operation.

## Medical and Nursing

#27283

One new medical records filing cabinet

	\$ 500.00	\$ 0.00
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One book stand	300.00	0.00
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New equipment - 1 air way machine	800.00	0.00
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- 1 arthritis massage machine	<u>\$ 1,600.00</u>	<u>\$ 0.00</u>
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## Building Maintenance

#27287

Retrofit proposal	\$ 11,000.00	\$ 0.00
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One hand power snow blower	900.00	0.00
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Wheel chair ramp front entrance	8,000.00	0.00
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	<u>\$ 19,900.00</u>	<u>\$ 0.00</u>
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A tender for complete replacing of the central roof area, also the north, south and west wings.	<u>\$100,000.00</u>	<u>\$50,000.00</u>
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Complete renovation of 4 bedrooms in the residential area to double rooms with proper closets, closets and washrooms in suite. At an approximate cost of \$4,500.00 per room.	\$ 18,000.00	18,000.00
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	<u>\$118,000.00</u>	<u>\$68,000.00</u>
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		<u>\$81,007.00</u>
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STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



**FUNCTION** SOCIAL AND FAMILY SERVICES  
**PROGRAM** VICTORIA RESIDENCE  
**ACTIVITY** CAPITAL EXPENDITURES

**DEPARTMENT** VICTORIA  
**ACCOUNT NO.** RESIDENCE  
 27291

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27291 CAPITAL EXPENDITURES	113,417	1,545	3,094	5,385	154,017	81,007
<b>TOTAL</b>	113,417	1,545	3,094	5,385	154,017	81,007

REVENUE							
CAPITAL SUBSIDY 50%		(55,378)	(773)	(795)	(2,693)	(72,959)	(40,503)
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<b>NET REQUIREMENT</b>	58,039	772	2,299	2,692	81,058	40,504
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FUNCTION	SOCIAL AND FAMILY SERVICES	DEPARTMENT		CITY OF CHATHAM
PROGRAM		ACCOUNT NO.	27300	CURRENT BUDGET
ACTIVITY	GRANTS			

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Maple City Senior Citizens Centre

27300

The purpose of this organization is to provide recreational programs for the Senior citizens of Chatham. The amount requested in 1984 is \$7,000.00.

Junior Achievement of Chatham

27300

To contribute towards the operating cost of the Junior Achievement Program in Chatham, the organization has requested financial assistance from the City of Chatham in the amount of \$1,500.00. \$ 600.00

Canadian National Institute for the Blind

27300

In order to maintain the present level of services provided by the Canadian National Institute for the Blind in Chatham and Kent County, this organization has requested a grant of \$1,500.00 in 1984. This is the same amount that was requested and approved in 1983.

Right to Life - Kent

27300

The purpose of this organization is promote and foster respect for life for all members of the human family, including the unborn. A second purpose of this organization is to assist those young women in the community who are facing an unwanted or otherwise stressful pregnancy. In 1984 this organization is requesting assistance in the amount of \$4,500.00. \$ 600.00

Chatham-Kent Unemployed Help Centre

27300

The Chatham and District Labour Council sponsors the Chatham-Kent Unemployed Help Centre. This organization is requesting a grant of \$25,000.00 in 1984 to ensure the continuation of services to the unemployed and underemployed citizens of the community.

## STAFF COMPLEMENT

1981

1982

1983

1984

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS



**FUNCTION** SOCIAL AND FAMILY SERVICES  
**PROGRAM**  
**ACTIVITY** GRANTS

**DEPARTMENT**  
**ACCOUNT NO.** 27300

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27300	MAPLE CITY SENIOR CITIZEN CENTRE	6,000	6,000	6,000	6,000	7,000	7,000
27300	JR ACHIEVEMENT-CHATHAM	650	500	550	550	1,000	600
27300	INSTITUTE FOR THE BLIND	1,400	1,400	1,500	1,500	1,500	1,500
27300	SALVATION ARMY			4,050	4,050		
27300	RIGHT TO LIFE-KENT			500	500	1,500	500
27300	CHATHAM & DISTRICT LABOUR COUNCIL					25,000	0
<b>TOTAL</b>		<b>8,050</b>	<b>7,900</b>	<b>12,600</b>	<b>12,600</b>	<b>36,000</b>	<b>9,600</b>
REVENUE							
<b>TOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET REQUIREMENT</b>		<b>8,050</b>	<b>7,900</b>	<b>12,600</b>	<b>12,600</b>	<b>36,000</b>	<b>9,600</b>



<b>FUNCTION</b>	HEALTH AND SOCIAL SERVICES	<b>DEPARTMENT</b>	SOCIAL SERVICES	<b>CITY OF CHATHAM</b> <b>CURRENT BUDGET</b>
<b>PROGRAM</b>	GENERAL WELFARE ASSISTANCE	<b>ACCOUNT NO.</b>	27300	
<b>ACTIVITY</b>	FAMILY AND YOUTH COUNSELLING AND SUPPORT SERVICES			

STATEMENT OF PURPOSE

To provide professional counselling to individuals and families on a fee-for-service basis from a local agency.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

The Chatham/Kent Community and Family Services provide Youth and Family Counselling to certain approved clients under an agreement with the City of Chatham.

This agency provides advice and assistance to enable persons to function more fully and effectively in personal relationships from day to day and includes counselling with respect to:

- Family and marital relationships
- Child Care and Training
- Parent-child relationships
- Nutritional needs
- Maintenance of adequate standards of health
- Personal hygiene
- Limited emergency counselling when there is personal contact due to family or environmental emergencies, but does not include credit counselling.

Counselling is approved for those recipients in receipt of Family Benefit Allowance (F.B.A.), General Welfare Assistance (G.W.A.) and low-income persons unable to finance the cost of counselling services.

This program is cost shared 80% by the Ministry of Community and Social Services and 20% by the municipality.

CKK Community and Family Services are requesting an hourly rate increase of 8.8% for 1984, from \$36.75 per hour to \$40.00 per hour for a professional social worker and \$20.00 per hour for a special service worker with a maximum liability of \$15,000.00, and the ceiling rate per client increased from \$350.00 to \$400.00 per year.

CKK Community & Family Services are requesting a grant of \$8,000.00 for their Youth Counselling program to allow the Counsellor to continue presentations in the schools and to establish an advocacy program for students with financial or legal problems.

Province does not subsidize this grant.

DETAILED WORK PROGRAMS

- 1) Approval of applications for counselling services.
- 2) Written referrals to the counselling agency.
- 3) Verify eligibility for subsidy purposes.
- 4) Monitor effectiveness of service.
- 5) Collate statistics.
- 6) Assessment of reports.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b>	SOCIAL AND FAMILY SERVICES	<b>DEPARTMENT</b>	SOCIAL SERVICES	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	GENERAL WELFARE ASSISTANCE	<b>ACCOUNT NO.</b>	27300	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	COUNSELLING AND SUPPORT SERVICES			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27300	C/K COMM. AND FAMILY SERVICE	10,209	11,550	12,080	15,000	15,000	15,000
27300	C/K COMM. AND FAMILY SERVICES GRANT					8,000	0
	<b>TOTAL</b>	10,209	11,550	12,080	15,000	23,000	15,000

REVENUE							
4335	MIN. OF COMMUNITY & SOCIAL SERVICES	(10,812)	(9,186)	(9,922)	(12,000)	(12,000)	(12,000)
	<b>TOTAL</b>	(10,812)	(9,186)	(9,922)	(12,000)	(12,000)	(12,000)

<b>NET REQUIREMENT</b>	(603)	2,364	2,158	3,000	11,000	3,000
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FUNCTION	SOCIAL AND FAMILY SERVICES	DEPARTMENT	CITY OF CHATHAM
PROGRAM	ASSISTANCE TO CHILDREN	ACCOUNT NO.	CURRENT BUDGET
ACTIVITY	GRANTS	27400	

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Kent County Children's Aid Society

27400

Following a discussion with the Kent County Children's Aid Society, the grant request for 1984 is estimated to be \$208,600.00. A final grant application will be forwarded to the City at a later date.

##### Chatham Kent and District Association for the Mentally Retarded

27400

This organization exists to provide services for the mentally handicapped citizens in the City of Chatham and Kent County. The amount requested in 1983 is \$12,100.00 which is the same as that approved by Council in 1982.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



**FUNCTION** SOCIAL AND FAMILY SERVICES  
**PROGRAM** ASSISTANCE TO CHILDREN  
**ACTIVITY** GRANTS

**DEPARTMENT** SOCIAL SERVICES  
**ACCOUNT NO.** 27400

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27400	K/C CHILDREN'S AID	153,432	173,728	196,923	182,414	208,600	208,600
27400	CHATHAM KENT ASSOCIATION FOR THE MENTALLY RETARDED	12,100	12,100		12,100	12,100	12,100
	SUB	165,532	185,828	196,923	194,514	220,700	220,700
	<b>TOTAL</b>	165,532	185,828	196,923	194,514	220,700	220,700

REVENUE							
	SUB	0	0	0	0	0	0
	<b>TOTAL</b>	0	0	0	0	0	0

<b>NET REQUIREMENT</b>	165,532	185,828	196,923	194,514	220,700	220,700
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<b>FUNCTION</b>	SOCIAL AND FAMILY SERVICES	<b>DEPARTMENT</b>		<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	DAY NURSERY	<b>ACCOUNT NO.</b>	27501-27699	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	DAY NURSERY OVERVIEW			

#### STATEMENT OF PURPOSE

The Day Nursery Department serves working, lone and handicapped parents by providing daily care and educational stimulation for children two to nine years of age. This service includes children with special needs.

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

The Day Nursery Department will provide 89 full day spaces for 250 days in 1984. The centres are closed weekends and statutory holidays. A total of 11890 full days and 4503 part days were used in 1983 for full fee paying clientele. A total of 3939 full days and 1018 part days were used for fee assisted clientele. The per diem cost was \$15.35. The staff complement consists of two teaching supervisors, eight early childhood educators, two cooks and one director. Part time staff is composed of one teacher in training, two student assistants and substitute staff.

On January 1, 1984, the new regulations of the Day Nurseries Act were implemented. North Side is now required to increase the adult to child ratio by one teacher. At present, until the end of June, a C.O.E.D. employee covers this requirement. The proposed budget allows for one new part-time teacher from September to the end of the year, with the proviso that when a vacancy occurs, the opportunity to replace a full time staff is available.

As in 1983, revenue for 1984 has been calculated on the basis of two fee increases, to achieve as gradually as possible the equalization of fees and per diem cost.

In 1983 there has been a dramatic increase in the number of applicants for fee assistance, particularly in the last four months of the year. This is attributed to -

- 1) the extra fee increase
- 2) a greater number of student applicants
- 3) an increase in single parent applicants
- 4) more referrals from the Children's Aid Society

The new system set up last year for processing the necessary "Determination of Available Income" forms for these applicants is working efficiently.

Included in North Side's budget proposal is an amount of \$20,000.00, allowing for a purchase of service agreement between the City of Chatham and Children's Village Day Care Centre for the balance of 1984. Children's Village will be open 251 days in 1984 and they are requesting a purchase of service for three infants at \$70.00/week, three toddlers @ \$65.00/week and four pre schoolers at \$60.00/week. Before this contract can be arranged, approval of Council is required and also approval by the Ministry of Community and Social Services.

<b>STAFF COMPLEMENT</b>	<b>1981</b>	<b>1982</b>	<b>1983</b>	<b>1984</b>
<b>ESTABLISHED PERSONNEL (SALARIED)</b>	13.0	13.0	12.8	12.5
<b>UNSCHEDULED SALARIED POSITIONS</b>	1.2	1.2	.9	1.7
<b>WAGE MAN YEARS</b>				
<b>TOTAL FULL TIME EQUIVALENT POSITIONS</b>	14.2	14.2	13.7	14.2



<b>FUNCTION</b>	SOCIAL AND FAMILY SERVICES	<b>DEPARTMENT</b>		<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	DAY NURSERY	<b>ACCOUNT NO.</b>	27501-27699	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	DAY NURSERY OVERVIEW			

STATEMENT OF PURPOSE

1. Accept applications, interview, enroll and receive fees from City of Chatham clientele.
2. Prepare yearly budgets (municipal and ministry) for administration and operation of north side and south side centres.
3. Purchase supplies and new equipment as needed.
4. Monitor expenditures of day care services for approximately 121 children in two programmes.
5. Maintain two buildings and properties.
6. Interview and hire suitable early childhood educators and cooks.
7. Set up and implement pre school program for two to five year olds to provide stimulation cognitively, socially, emotionally and physically according to the Day Nurseries Act. This program includes free play, morning snack, washroom and cloakroom routines, outdoor active play, periods of art, music and drama in circle, a hot meal at noon, sleep, active play, afternoon snack, story time and quiet play from 7:15 a.m. to 5:30 p.m. Monday through Friday.
8. Set up and implement a special recreational program for school aged children 6 to 9 years
9. Set up and implement individual programs for children with special needs.
10. Record children's developmental progress.
11. Conduct weekly staff meetings.
12. Refer families requiring fee assistance to Welfare Department.
13. Refer children to other agencies for special assistance.
14. Adhere to Day Nurseries Act and Regulations concerning staff training, staff to child ratio, nutrition, fire and safety, licensed capacity, attendance, building and playground maintenance and license renewal, corporal punishment and child abuse.
15. Provide opportunities for staff improvement and update through workshops and conferences.
16. Accept, assist and evaluate E.C.E. students from Colleges.
17. Provide learning opportunities to Secondary, Nursing and M.R.C. students.
18. Provide work opportunities for Secondary School Works Program students and C.S.O. teenagers.
19. Issue monthly newsletter for parents and conduct parent meetings.

<b>STAFF COMPLEMENT</b>	<b>1981</b>	<b>1982</b>	<b>1983</b>	<b>1984</b>
<b>ESTABLISHED PERSONNEL (SALARIED)</b>				
<b>UNSCHEDULED SALARIED POSITIONS</b>				
<b>WAGE MAN YEARS</b>				
<b>TOTAL FULL TIME EQUIVALENT POSITIONS</b>				



FUNCTION SOCIAL AND FAMILY SERVICES

PROGRAM DAY NURSERY - SOUTH SIDE

ACTIVITY OVERVIEW

DEPARTMENT

ACCOUNT NO-27501-27599

CITY OF CHATHAM

CURRENT BUDGET

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27501	SALARIES	67,190	71,960	77,678	77,850	81,139	81,139
27505	PENSIONS	4,453	4,640	5,790	5,500	6,280	6,280
27506	MEDICALS	5,166	6,164	6,894	7,100	8,980	8,980
27507	UNEMPLOYMENT INSURANCE	1,502	1,331	2,315	2,330	2,520	2,520
27508	WORKMEN'S COMPENSATION	1,210	1,229	1,456	1,460	1,925	1,925
27510	CAR ALLOWANCE			82	65	100	100
27511	STAFF TRAINING	232	299	257	300	300	300
27513	GENERAL INSURANCE	305	388	255	427	273	273
27516	TELEPHONE AND OFFICE	553	621	590	655	655	655
27524	JANITORIAL SUPPLIES	526	540	442	550	550	550
27532	PLAYROOM SUPPLIES	273	417	445	500	500	500
27537	FURNITURE MAINTENANCE	401	320	28	400	300	300
27538	BUILDING MAINTENANCE	4,513	9,725	4,930	6,165	5,590	5,590
27545	NEW FURNITURE & EQUIPMENT	335	357	400	400	500	500
27567	FOOD	4,336	3,391	3,552	4,000	4,000	4,000
27580	MISCELLEOUS	45	76	15	100	100	100
TOTAL		91,040	101,458	105,129	107,802	113,712	113,712

REVENUE							
27599	FEES	(42,633)	(43,141)	(41,368)	(47,000)	(46,000)	(46,000)
4341	I.L.A.P.		(5,875)				
4336	MIN. OF COMMUNITY & SOCIAL SERVICES	(39,589)	(41,954)	(51,326)	(46,521)	(54,170)	(54,170)
TOTAL		(82,222)	(90,970)	(92,694)	(93,521)	(100,170)	(100,170)

NET REQUIREMENT		8,818	10,488	12,435	14,281	13,542	13,542
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FUNCTION SOCIAL AND FAMILY SERVICES

PROGRAM DAY NURSERY - NORTH SIDE

ACTIVITY OVERVIEW

DEPARTMENT

ACCOUNT NO. 27601-27699

CITY OF CHATHAM

CURRENT BUDGET

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27601	SALARIES	111,959	119,268	131,344	133,970	138,659	138,659
27601	O.E.I.P.		3,443				
27605	PENSIONS	7,626	7,452	9,377	9,000	10,270	10,270
27605	O.E.I.P.		53				
27606	MEDICALS	8,203	9,515	10,615	11,400	13,400	13,400
27607	UNEMPLOYMENT INSURANCE	2,426	2,235	3,700	3,880	3,820	3,820
27607	O.E.I.P.		77				
27608	WORKMEN'S COMPENSATION	1,629	1,962	2,437	2,470	3,080	3,080
27610	CAR ALLOWANCE	1,299	1,593	1,607	1,600	1,650	1,650
27611	TRAVEL AND TRAINING	286	488	455	500	600	600
27613	INSURANCE	635	656	340	722	276	276
27616	TELEPHONE AND OFFICE	733	761	844	800	800	800
27624	JANITORIAL SUPPLIES	764	892	772	800	700	700
27632	PLAYROOM SUPPLIES	645	554	572	650	650	650
27634	PURCHASE OF SERVICE					20,000	20,000
27635	EQUIPMENT RENTAL					1,236	1,236
27637	EQUIPMENT MAINTENANCE	345	252	494	600	300	300
27638	BUILDING MAINTENANCE	9,288	9,005	10,416	11,855	11,000	11,000
27645	NEW AND REPLACEMENT	756	845	1,094	950	1,000	1,000
27667	FOOD	6,533	7,293	7,559	8,000	8,000	8,000
27680	MISCELLANEOUS	15	112	75	100	100	100
27691	CAPITAL EXPENDITURE					3,425	3,425
27698	SUMMER CARE (GOVT. GRANT)			229			
TOTAL		153,142	166,256	181,930	187,297	218,966	218,966

REVENUE							
27699	FEES	(114,008)	(125,949)	(145,149)	(138,000)	(161,000)	(161,000)
4341	I.L.A.P.		(3,573)				
4341	MIN. OF COMMUNITY & SOCIAL SERVICES	(31,954)	(29,387)	(32,048)	(34,902)	(46,373)	(46,385)
TOTAL		(145,962)	(158,909)	(177,197)	(172,902)	(207,373)	(207,385)

NET REQUIREMENT		7,180	7,347	4,733	14,395	11,593	11,581
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<b>FUNCTION</b>	SOCIAL AND FAMILY SERVICES	<b>DEPARTMENT</b>	DAY NURSERY	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	DAY NURSERY - SOUTH SIDE	<b>ACCOUNT NO.</b>	27501-27524	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>				

STATEMENT OF PURPOSE

To provide information to Council concerning salaries and benefits, necessary Administrative costs and expenditures for the operation of South Side in 1984.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALSSalaries

27501

This account provides salaries for five full time staff, one student assistant and two substitutes for vacation and illness. Again this year South side will be closed for nine (9) weeks during July and August and part time hours have been calculated with this in mind. \$1,675. has been allocated to part time staff. Full time staff's salaries have been calculated with a 5% increase over 1983. The amount requested is \$ 81,139.00.

Pension

27505

Pensions were calculated on the basis of 7.5% of the regular annual salary. The amount requested is \$6,280.00.

Medicals

27506

The amount is calculated as recommended by the Treasury. The amount is \$8,980.00

Unemployment Insurance

27507

This amount is calculated as recommended by Treasury. The amount is \$2,520.00.

Workmen's Compensation

27508

This amount is calculated as recommended by Treasury. It is \$1,925.

Car Allowance

27510

The amount requested pays for 60 trips by the south side supervisor to travel for Administrative purposes in 1984. The amount is \$100.00.

Travel and Training

27511

This account provides for workshops and conferences to keep our staff up to date in such areas as first aid, health and nutrition, new programme innovation and teaching skills. E.C.E. Conference is in Toronto in 1984. \$300.00.

General Insurance

27513

This amount was provided by Treasury. \$273.00

Telephone and Office

27516

This account provides for telephone service for 12 months, six receipt books and any necessary paper and office supplies. No increase in telephone rates has been anticipated. The amount is \$655.

Janitorial Supplies

27524

This account provides for the purchase of all cleaning and washroom supplies, dish and laundry detergents, kleenex, paper towels and drinking cups. \$550.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	5.0	5.0	5.0	5.0
UNSCHEDULED SALARIED POSITIONS	5.0	.5	.2	.2
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS	5.5	5.5	5.2	5.2



FUNCTION SOCIAL AND FAMILY SERVICES

DEPARTMENT DAY NURSERY

CITY OF CHATHAM

PROGRAM DAY NURSERY SOUTH SIDE

ACCOUNT NO. 27501-27524

CURRENT BUDGET

ACTIVITY

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27501	SALARIES	67,190	71,960	77,678	77,850	81,139	81,139
27505	PENSIONS	4,453	4,640	5,790	5,500	6,280	6,280
27506	MEDICALS	5,166	6,164	6,894	7,100	8,980	8,980
27507	UNEMPLOYMENT INSURANCE	1,502	1,331	2,315	2,330	2,520	2,520
27508	WORKMEN'S COMPENSATION	1,210	1,229	1,456	1,460	1,925	1,925
27510	CAR ALLOWANCE			82	65	100	100
27511	STAFF TRAINING	232	299	257	300	300	300
27513	GENERAL INSURANCE	305	388	255	427	273	273
27516	TELEPHONE AND OFFICE	553	621	590	655	655	655
27524	JANITORIAL SUPPLIES	526	540	442	550	550	550
SUB		81,137	87,172	95,759	96,237	102,722	102,722
TOTAL		81,137	87,172	95,759	96,237	102,722	102,722

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0

NET REQUIREMENT		81,137	87,172	95,759	96,237	102,722	102,722
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FUNCTION	SOCIAL AND FAMILY SERVICES	DEPARTMENT	DAY NURSERY	CITY OF CHATHAM	
PROGRAM	DAY NURSERY - SOUTH SIDE	ACCOUNT NO.	27532-27545	CURRENT BUDGET	
ACTIVITY					

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Playroom Supplies

27532

This account provides for the purchase of materials and equipment used in the programme, for example: paint, glue, scissors, pencils, crayons, markers, construction paper, punches, staples, tape, sand and water toys, paint aprons plus health and first aid equipment. Amount requested is \$500.00

##### Equipment Maintenance

27537

The repairing of all trikes, wagons, toys, tables and chairs, kitchen appliances, record players and furniture is provided for in this account. The amount requested in 1984 is \$300.

##### Building Maintenance

27538

This account provides for the cleaning of the building for ten months throughout 1983 as south side will be closed July and August. It also includes all utilities and necessary general repairs to the furnace, plumbing and electrical maintenance inside and outside. The amount requested is:

Cleaning	\$2,340.00
Union Gas	\$1,000.00
Hydro	\$ 700.00
Water	\$ 250.00
Repairs	\$1,300.00

The amount requested for 1984 is \$5,590.00.

##### New and Replacement Equipment

27545

This account provides for the replacement of outdoor equipment such as trikes, wagons, scooters, balls, hoola hoops, blocks and boards, toboggans and snow shovels. Indoor equipment is as follows: toys, puzzles, and games, kitchen appliances and dishes. The amount requested is \$500.00.

#### DETAILED WORK PROGRAMS

1. Accept applications, interview, enroll and receive fees from City of Chatham clientele.
2. Set up and implement a preschool program for two to five year olds to provide stimulation, cognitively, socially, emotionally and physically and creatively according to the Day Nurseries Act. This program includes free play, morning snack, washroom and cloakroom routines, outdoor active play, periods of art, music and drama in circle, a hot meal at noon, sleep, active play, afternoon snack, story time and quiet play from 7:30 a.m. to 5:30 p.m. Monday through Friday.
3. Set up and implement special programs for children with special needs.
4. Keep developmental progress charts on all children.
5. Conduct staff meetings.
6. Accept, assist and evaluate E.C.E. students from colleges.
7. Provide learning opportunities for Secondary School, Nursing and M.R.C. students.
8. Provide work opportunities for Secondary School works program students and C.S.O. teenagers and volunteers.
9. Issue monthly news letters for parents and conduct parent meetings.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



**FUNCTION** SOCIAL AND FAMILY SERVICES  
**PROGRAM** DAY NURSERY SOUTH SIDE  
**ACTIVITY**

**DEPARTMENT** DAY NURSERY  
**ACCOUNT NO.** 27532-27545

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27532	PLAYROOM SUPPLIES	273	417	445	500	500	500
27537	FURNITURE MAINTENANCE	401	320	28	400	300	300
27538	BUILDING MAINTENANCE	4,513	9,725	4,930	6,165	5,590	5,590
27545	NEW FURNITURE AND EQUIPMENT	335	357	400	400	500	500
SUB		5,522	10,819	5,803	7,465	6,890	6,890
TOTAL		86,659	97,991	101,562	103,702	109,612	109,612

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0

<b>NET REQUIREMENT</b>	86,659	97,991	101,562	103,702	109,612	109,612
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FUNCTION	SOCIAL AND FAMILY SERVICES	DEPARTMENT	DAY NURSERY	CITY OF CHATHAM
PROGRAM	DAY NURSERY - NORTH SIDE	ACCOUNT NO.		CURRENT BUDGET
ACTIVITY			27567-27599	

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Food 27567  
Meals for 10 months were provided in 1983. Amount requested is \$4,000.

Miscellaneous 27580  
This account provides for the yearly license by the Ministry of Community and Social Services, and any unexpected expense that does not fit into the above categories. The amount requested is unchanged from 1983. It is \$100.

Revenue 27599  
Two fee increases are recommended in 1984 to gradually equalize the fee with the per diem cost. The following increases are recommended:

	Present Fees	April 2/84	Sept.3/84
Full day, one child	\$13.00	\$14.00	\$15.00
Full day, two children	19.50	21.00	22.50
Half days with noon meal	8.75	9.00	9.25
Half days without noon meal	6.75	7.00	7.25
Hourly rate	1.20	1.35	1.50
Noon meal	1.25	1.40	1.55

Revenue expected - \$46,000.00

#### DETAILED WORK PROGRAMS

##### Food Preparation

1. Provide nutritional morning snack to all students present.
2. Provide hot meal at noon to full day children, a.m. kindergarten children and children leaving for p.m. kindergarten.
3. Provide nutritional afternoon snack to all students in attendance and to school aged children at 4:00 p.m.
4. Prepare weekly menus and post on parents bulletin board according to the Day Nurseries Act.
5. Keep dishes, cutlery and glasses sterilized.
6. Keep kitchen clean and sanitary at all times.

##### Fees

1. Bill and collect fees each week from parents.
2. Write receipts.
3. Turn collections in to Treasury each week.
4. Bill and collect unpaid fees.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



**FUNCTION** SOCIAL AND FAMILY SERVICES  
**PROGRAM** DAY NURSERY SOUTH SIDE  
**ACTIVITY**

**DEPARTMENT** DAY NURSERY  
**ACCOUNT NO.** 27567-27580

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27567	FOOD	4,336	3,391	3,552	4,000	4,000	4,000
27580	MISCELLEOUS	45	76	15	100	100	100
SUB		4,381	3,467	3,567	4,100	4,100	4,100
TOTAL		91,040	101,458	105,129	107,802	113,712	113,712

REVENUE							
27599	FEES	(42,633)	(43,141)	(41,368)	(47,000)	(46,000)	(46,000)
4341	I.L.A.P.		(5,875)				
4336	MIN. OF COMMUNITY & SOCIAL SERVICES	(39,589)	(41,954)	(51,326)	(46,521)	(54,170)	(54,170)
SUB		(82,222)	(90,970)	(92,694)	(93,521)	(100,170)	(100,170)
TOTAL		(82,222)	(90,970)	(92,694)	(93,521)	(100,170)	(100,170)

NET REQUIREMENT		8,818	10,488	12,435	14,281	13,542	13,542
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FUNCTION	SOCIAL AND FAMILY SERVICES	DEPARTMENT	DAY NURSERY	CITY OF CHATHAM
PROGRAM	DAY NURSERY - NORTH SIDE	ACCOUNT NO.		CURRENT BUDGET
ACTIVITY			27601-27613	

STATEMENT OF PURPOSE

To provide information to Council concerning salaries, benefits and the necessary expenditures for the operation of North Side in 1984 and also the administrative costs of the Day Nursery Department.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALSSalaries

27601

This account provides for salaries for eight full time staff, two part time, and the addition of one part-time staff from September 3/84 to the end of the year to bring our staff ratio to the required level. There are substitute staff for vacations and illness. \$16,845.00 has been allocated for part time salaries. Full time staff's salaries have been calculated with a 5% increase over 1983 figures. The 1984 amount requested is \$138,659.

Pensions

27605

This amount is based on 7.5% of the regular annual salaries - \$10,270.00

Medicals

27606

The amount is calculated on the recommendation of Treasury - \$13,400.00

Unemployment Insurance

27607

This amount is calculated on the recommendation of Treasury - \$3,820.00

Workmen's Compensation

27608

This is calculated on the recommendation of Treasury - \$3,080.00

Car Allowance

27610

This account provides reimbursement to the Director for the use of her car. Necessary trips include: North side to South side, to the Civic Centre, to the Banks, to various stores for purchasing and various agencies such as The Public Health Department, Children's Aid Society, Children's Treatment Centre, Library, St. Clair College. The amount requested is \$1,650.00

Travel and Training

27611

This account provides for conferences and workshops to keep staff informed re new programme innovations, teaching skills, First Aid update, and health and nutrition. The Ontario Municipal Social Services Association has at least two important conferences per year concerning day care. The annual Early Childhood Education conference will be in Toronto in May, 1984. The 1984 amount requested is \$600.00.

General Insurance

27613

Amount request is \$276.00.

STAFF COMPLEMENT

	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	8.0	8.0	7.8	7.5
UNSCHEDULED SALARIED POSITIONS	.7	.7	.7	1.5
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS	8.7	8.7	8.5	9.0



FUNCTION SOCIAL AND FAMILY SERVICES

PROGRAM DAY NURSERY NORTH SIDE

ACTIVITY

DEPARTMENT DAY NURSERY

ACCOUNT NO. 27601-27613

CITY OF CHATHAM

CURRENT BUDGET

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27601	SALARIES	111,959	119,268	131,344	133,970	138,659	138,659
27601	O.E.I.P.		3,443				
27605	PENSIONS	7,626	7,452	9,377	9,000	10,270	10,270
27605	O.E.I.P.		53				
27606	MEDICALS	8,203	9,515	10,615	11,400	13,400	13,400
27607	UNEMPLOYMENT INSURANCE	2,426	2,235	3,700	3,880	3,820	3,820
27607	O.E.I.P.		77				
27608	WORKMEN'S COMPENSATION	1,629	1,962	2,437	2,470	3,080	3,080
27610	CAR ALLOWANCE	1,299	1,593	1,607	1,600	1,650	1,650
27611	TRAVEL AND TRAINING	286	488	455	500	600	600
27613	INSURANCE	635	656	340	722	276	276
SUB		134,063	146,742	159,875	163,542	171,755	171,755
TOTAL		134,063	146,742	159,875	163,542	171,755	171,755

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0

NET REQUIREMENT		134,063	146,742	159,875	163,542	171,755	171,755
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FUNCTION	SOCIAL AND FAMILY SERVICES	DEPARTMENT	DAY NURSERY	CITY OF CHATHAM
PROGRAM	DAY NURSERY - NORTH SIDE	ACCOUNT NO.		CURRENT BUDGET
ACTIVITY			27616-27638	

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Telephone and Office

27616

This account provides for telephone service, 12 receipt books, brochures, note paper and envelopes, pens and pencils. Amount requested \$800.

##### Janitorial Supplies

27624

This account provides for the purchase of all cleaning and washroom supplies, dish and laundry detergent, kleenex and paper towels. Amount requested is \$700.00.

##### Playroom Supplies

27632

This account provides for the purchase of equipment used in the programme such as: construction paper, paint, glue, scissors, pencils, crayons, markers, tacks, staples, scotch tape, masking tape, soap, all art necessities, first aid and health supplies. Requested amount for 1984 is \$650.

##### Purchase of Service

27634

The amount requested would cover a purchase of day care services from Children's Village Day Care Centre for eight months in 1984 for three infants @ \$70.00/week, three toddlers @ \$65.00/week and four pre schoolers @ \$60.00/week. It should be noted that before this contract can be arranged, not only approval of Council is required, but also the approval of the Ministry of Community & Social Services. Amount required is \$20,000.00.

##### Equipment Rental

27635

This account is to provide for 11 months' rental of a new industrial dishwasher, which was requisitioned for rental under the 1983 budget but was not delivered until January 1984. Amount requested is \$1,236.00.

##### Equipment Maintenance

27637

This account provides for the repair of trikes, wagons, toys, record players, kitchen appliances, furniture. Amount requested is \$300.

##### Building Maintenance

27638

This account provides for the regular cleaning of the building, all utilities, repairs, and maintenance. Maintenance includes snow removal, regular cleaning out of grease trap, plumbing, servicing the roof top unit, cleaning out the roof drains, broken window replacements, painting, fixture repairs and replacements of lights.

Cleaning	\$ 4,596.00
Union Gas ( 6% increase calculated)	1,600.00
Hydro ( 9% increase calculated)	2,280.00
Water ( 5% increase calculated)	600.00
Snow Removal	350.00
Grease Trap	300.00
Plumbing and repairs	1,274.00
Amount requested in Total	\$ 11,000.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



FUNCTION SOCIAL AND FAMILY SERVICES

PROGRAM DAY NURSERY NORTH SIDE

ACTIVITY

DEPARTMENT DAY NURSERY

ACCOUNT NO. 27616-27638

CITY OF CHATHAM

CURRENT BUDGET

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27616	TELEPHONE AND OFFICE	733	761	844	800	800	800
27624	JANITORIAL SUPPLIES	764	692	772	800	700	700
27632	PLAYROOM SUPPLIES	645	554	572	650	650	650
27634	PURCHASE OF SERVICE					20,000	20,000
27635	EQUIPMENT RENTAL					1,236	1,236
27637	EQUIPMENT MAINTENANCE	345	252	494	600	300	300
27638	BUILDING MAINTENANCE	9,288	9,005	10,416	11,855	11,000	11,000
SUB		11,775	11,264	13,098	14,705	34,686	34,686
TOTAL		145,838	158,006	172,973	178,247	206,441	206,441

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0

NET REQUIREMENT		145,838	158,006	172,973	178,247	206,441	206,441
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FUNCTION	SOCIAL AND FAMILY SERVICES	DEPARTMENT	DAY NURSERY	CITY OF CHATHAM
PROGRAM	DAY NURSERY - NORTH SIDE	ACCOUNT NO.		CURRENT BUDGET
ACTIVITY			27645-27667	

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### New Equipment

27645

The replacement of broken trikes, wagons, scooters, toboggans, and indoor toys and equipment come from this account. Also cot sheets, blankets, towels and wash cloths, books and puzzles, kitchen appliances and new furniture are purchased in this account. Requested amount is \$1,000.00.

##### Food

27667

This account allows for the purchase of food to supply a morning snack, a hot noon meal and an afternoon snack five days a week for approximately 70 children. Dietary services are all provided in accordance with the Day Nurseries Act. The amount requested for 1984 is \$8,000.00.

#### DETAILED WORK PROGRAMS

1. Accept applications, interview, enroll and receive fees from City of Chatham clientele.
2. Prepare yearly budgets (municipal and ministry) for administration and operation of north side and south side centres.
3. Purchase supplies and new equipment as needed.
4. Monitor expenditures of day car Day Nurseries Act. As North Side provides food for South side during the summer months, the amount requested for 1983 is up \$700. to \$8,000.
5. Maintain two buildings and properties.
6. Interview and hire suitable early childhood educators and cooks.
7. Set up and implement pre school program for two to five year olds to provide stimulation cognitively, socially, emotionally and physically according to the Day Nurseries Act. This program includes free play, morning snack, washroom and cloakroom routines, outdoor active play, periods of art, music and drama in circle, a hot meal at noon, sleep, active play, afternoon snack, story time and quiet play from 7:15 a.m. to 5:30 p.m. Monday through Friday.
8. Set up and implement a special recreational programme for school aged children 6 to 9 years.
9. Set up and implement special programs for children with special needs.
10. Record children's developmental progress.
11. Conduct weekly staff meetings.
12. Refer families requiring fee assistance to Welfare Department.
13. Refer children to other agencies for special assistance.
14. Adhere to Day Nurseries Act and Regulations concerning staff training, staff to child ratio, nutrition, fire and safety, licensed capacity, attendance, building and playground maintenance and license renewal, corporal punishment and child abuse.
15. Provide opportunities for staff improvement and update through workshops, conferences.
16. Accept, assist and evaluate E.C.E. students from Colleges.
17. Provide learning opportunities to Secondary School Nursing and M.R.C. students.
18. Provide work opportunities for Secondary School Works Program students and C.S.O. teenagers.
19. Issue monthly newsletter for parents and conduct parent meetings.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



FUNCTION SOCIAL AND FAMILY SERVICES

DEPARTMENT DAY NURSERY

CITY OF CHATHAM

PROGRAM DAY NURSERY NORTH SIDE

ACCOUNT NO. 27645-27667

CURRENT BUDGET

ACTIVITY

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
27645	NEW AND REPLACEMENT EQUIPMENT	756	845	1,094	950	1,000	1,000
27667	FOOD	6,533	7,293	7,559	8,000	8,000	8,000
SUB		7,289	8,138	8,653	8,950	9,000	9,000
TOTAL		153,127	166,144	181,626	187,197	215,441	215,441

REVENUE							
4341	F.L.A.D.	(71,954)	(72,377)	(72,377)	(72,377)	(72,377)	(72,377)
4341	HTC. OF COMMUNITY & SOCIAL SERVICES	(71,954)	(72,377)	(72,377)	(72,377)	(72,377)	(72,377)
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0

NET REQUIREMENT		153,127	166,144	181,626	187,197	215,441	215,441
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FUNCTION SOCIAL AND FAMILY SERVICES  
 PROGRAM DAY NURSERY - NORTH SIDE  
 ACTIVITY

DEPARTMENT DAY NURSERY  
 ACCOUNT NO.  
 27680-27699

CITY OF CHATHAM  
 CURRENT BUDGET

# HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

## Miscellaneous

27680

This account provides for the annual license and any unexpected expense that does not fit into any of the above categories. The amount for 1984 requested is \$100.

## Capital Expenditure

27691

This account is to provide for the outright purchase of an industrial dishwasher. The rental for 11 months has already been included; however, since the rental over a five year period costs twice the purchase price, it is recommended that we purchase this year. Required amount is \$3,425.00.

## Revenue

27699

Two fee increases are recommended in 1984 to gradually equalize the fee with the per diem cost. At least four weeks notice of increase is recommended. Fee increases are recommended as follows:

	Present Fee	April 2/84	Sept. 3/84
One child	\$ 13.00/day	14.00	15.00
Two children	19.50/day	21.00	22.50
Half Day with noon meal	8.75/day	9.00	9.25
Half Day without noon meal	6.75/day	7.00	7.25
Hourly rate	1.20	1.35	1.50
Noon meal	1.25	1.40	1.55

Revenue Expected - \$161,000.00

## DETAILED WORK PROGRAMS

1. Bill and collect fees weekly from parents
2. Issue receipts.
3. Turn fee collections into Treasury Department bi-weekly.
4. Bill and collect unpaid fees.
5. Recommend fee changes to Council.

## STAFF COMPLEMENT

	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







<b>FUNCTION</b>	RECREATION AND COMMUNITY SERVICES	<b>DEPARTMENT</b>		<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>		<b>ACCOUNT NO.</b>	28100-28799	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	OVERVIEW			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
28100	RECREATION	1,214,577	1,227,247	1,282,021	1,302,382	1,441,427	1,357,555
28200	HORTICULTURAL SOCIETY	138,718	123,821	127,574	122,943	182,415	163,739
28372	RECREATIONAL GRANTS	20,000	20,000	35,000	35,000	35,000	30,000
28472	PUBLIC LIBRARY	737,240	777,606	809,597	811,868	1,083,040	847,777
28500	CHATHAM KENT MUSEUM	35,701	33,983	37,942	36,350	39,600	39,940
28601	CULTURAL GRANTS	17,086	16,225	16,291	16,100	22,625	18,600
28701	CULTURAL CENTRE	169,229	265,043	213,210	346,159	465,439	408,002
	<b>TOTAL</b>	2,332,551	2,463,925	2,521,635	2,670,802	3,269,546	2,865,613

REVENUE							
	<b>TOTAL</b>	(733,415)	(910,388)	(1,043,342)	(954,178)	(904,020)	(904,020)

<b>NET REQUIREMENT</b>	1,599,136	1,553,537	1,478,293	1,716,624	2,365,526	1,961,593
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FUNCTION	RECREATION & COMMUNITY SERVICES	DEPARTMENT	PARKS AND RECREATION	CITY OF CHATHAM
PROGRAM	RECREATION	ACCOUNT NO.	28101	CURRENT BUDGET
ACTIVITY	Salaries and Wages			

STATEMENT OF PURPOSE

To provide salaries and wages for ten salaried employees, fifteen full-time hourly rated maintenance employees and for all part-time employees in pools, playgrounds, programs, maintenance, canteens, arenas, etc.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Our salaried staff consists of 10 full time people: an Administrator, Recreation Director, Program Supervisor, two Clerk Typists, Clerk-Bookkeeper, two Foremen, and two Arena Managers. There are fifteen full time hourly rated persons on staff, five at Memorial Arena, five at Northside Arena. This allows a twenty-four shift in the two arenas. An additional five persons look after the Kinsmen Auditorium, set-up and clean-up, maintain the two outdoor rinks, keep the parking lots at both arenas and Cultural Centre free of snow, and do general repairs to our facilities and machinery, and build benches, bleachers and playground equipment. The balance of the staff is part-time employed in duties such as doormen, ticket takers, canteen workers, part-time maintenance auditorium and arenas, summer aquatic and playground staff, summer maintenance staff, weekend part-time, coat check and parkers.

Salaries - 10 full time employees	\$ 238,686.00
Wages - (15 full time) \$9.56 per hour	288,780.00
and estimated overtime of 300 hrs @ \$14.34 per hour	4,302.00
(based on 5% wage increases)	

Program Staff

Account # 28101

Aquatics	\$ 59,047.00
Playgrounds	26,136.00
Camp Playtime	3,780.00
Day Camp	6,507.00
Preschool - Fun with Friends	19,291.00
Preschool - I Can Do Fitness	4,500.00
Arts & Craft Show/Craft Fair	600.00
Youth Program	13,144.00
Adult Program	15,862.00
Other part-time staff including doormen, ticket takers, canteen workers, part-time summer and winter maintenance staff, parkers, coat check.	72,610.00
<b>TOTAL</b>	<b>\$ 753,245.00</b>

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	11	10	10	10
UNSCHEDULED SALARIED POSITIONS Summer school & playground people	15	14.43	14.43	14.43
WAGE MAN YEARS	22.5	21.9	21.9	21.9
TOTAL FULL TIME EQUIVALENT POSITIONS	48.5	46.3	46.3	46.3







FUNCTION	RECREATION & COMMUNITY SERVICES	DEPARTMENT	PARKS AND RECREATION	CITY OF CHATHAM
PROGRAM	RECREATION	ACCOUNT NO.	28103-28108	CURRENT BUDGET
ACTIVITY	Employee Benefits			

## STATEMENT OF PURPOSE

To provide benefits including Pensions, Medical Benefits, Unemployment Insurance and Workman's Compensation to function salaried and hourly personnel.

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

**Separation Allowance** #28103 \$ 2,000.00 \$ 0.00  
(estimate)

**Pensions** #28105 \$ 42,000.00  
(O.M.E.R.S.)

This amount of \$42,000.00 is the City's share of the OMERS and C.P.P. which is paid on behalf of the full time salaried staff and the full time maintenance staff.

**Medical Benefits** #28106 \$ 47,500.00

This amount of \$47,500.00 is the cost to the City for the full time salaried and hourly staff medical benefits. These are paid 100% by the City.

**Unemployment Insurance** #28107 \$ 19,175.00

This account shows the number of dollars paid to the government for unemployment benefits for all employees who are required to be insured under the Act.

**Workmen's Compensation** #28108 \$ 15,900.00

This account shows the dollars paid to the Workmen's Compensation Board for full time employees and part time employees to ensure that when an employee is injured on the job and is work for a period of time, he is paid for this time off.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	10	10	10	10
UNSCHEDULED SALARIED POSITIONS	8.6	8.5	8.5	8.5
WAGE MAN YEARS	24.7	24.7	24.7	24.7
TOTAL FULL TIME EQUIVALENT POSITIONS	43.3	43.3	43.3	43.3







FUNCTION	RECREATION & COMMUNITY SERVICES	DEPARTMENT	PARKS AND RECREATION	CITY OF CHATHAM
PROGRAM	RECREATION	ACCOUNT NO.	28109	CURRENT BUDGET
ACTIVITY	Clothing			

STATEMENT OF PURPOSE

To provide clothing to maintenance personnel in accordance with the union contract, to provide bathing suits, sweat suits, t-shirts for summer pool and playground staff and t-shirts for children attending camp.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Clothing provided to union employees - covered under terms of contract

15 prs. of safety boots - 15 x \$45.95	\$	689.00	
15 prs. of thermal boots - 15 x \$49.95		749.00	
15 parkas - 15 x \$28.00		420.00	
30 prs. of work pants - 30 x \$13.50		405.00	
15 prs. of coveralls - 15 x \$24.00		360.00	
SUBTOTAL - P.S.T. included	\$	2,623.00	\$ 2,623.00

STAFF CLOTHINGPlayground Staff

T-shirts	24 @ \$5.05	\$121.20		
Tank tops	32 @ \$5.90	189.00		
			\$ 310.00	\$ 310.00

Aquatic Staff

Mesh Tank Tops	35 @ \$7.85	\$275.00		
Bathing Suits	ladies 36 @ \$24.00 (recoverable)	864.00		
	mens 6 @ \$13.50 (recoverable)	81.00		
T-shirts	12 @ \$5.05	61.00		
Sweatshirts	20 @ \$29.00	580.00		
			\$ 1,861.00	\$ 1,861.00

Camp Discovery

T-shirts	140 @ \$4.35		\$ 609.00	\$ 609.00
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Camp Playtime

T-shirts	80 @ \$4.35		\$ 348.00	\$ 348.00
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Leader-In-Training

T-shirts	25 @ \$5.05 (recoverable)		\$ 126.25	\$ 126.00
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SUBTOTAL - P.S.T. included \$ 3,253.00 \$ 3,253.00

TOTAL \$ 5,877.00 \$ 5,877.00

STAFF COMPLEMENT

	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION RECREATION & COMMUNITY SERVICES  
 PROGRAM RECREATION  
 ACTIVITY Car Allowance

DEPARTMENT PARKS AND RECREATION  
 ACCOUNT NO. 28110

CITY OF CHATHAM  
 CURRENT BUDGET

# STATEMENT OF PURPOSE

Justification of budget proposal for Car Allowances.

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

### Car Allowance:

Is paid to employees who use their own personal car for City business. This rate is paid when the employee is required to have a car available at all times as part of his job. A daily rate of \$1.67 per trip is paid when an employee uses his car for city use occasionally. At present time the Recreation Department has three (3) full time people who use their car on a full time basis, the Administrator, the Director of Recreation and the Program Supervisor. Mr. Reaume, at the Northside Arena is required to use his car to pick up repair items at the hardware stores, deliver parts to depots for repairs, deliver money from Northside Arena to the Recreation Office, and pick up other supplies from the Community Centre as required. Mr. Holling and Miss McIntyre use their cars during the summer when supervising work crews. Mr. Ward uses his car almost year round when supervising work crews when a truck is not available for his use. The Aquatic Director and the Playground Rover are part-time summer employees and they will require a car to visit all of the playgrounds and swimming pools on a daily basis.

### Car Allowance

\* Account #28110

Baynton, D.E.	\$ 2,000.00
Wellington, D.	1,000.00
Stang, L.	1,400.00
Holling, B.	750.00
Aquatic Director - 50 days x \$6.70 plus 350 mi. x 16¢	391.00
Playground Rover - 18 days x \$6.70 plus 200 mi. x 16¢	140.00
Camp Discovery Director	83.00
Ward, T.	750.00
Reaume, L.	250.00
McIntyre, J.	750.00
Postma, G.	250.00
<b>TOTAL</b>	<b>\$ 7,764.00</b>

# STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)  
 UNSCHEDULED SALARIED POSITIONS  
 WAGE MAN YEARS  
 TOTAL FULL TIME EQUIVALENT POSITIONS

1981	1982	1983	1984
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FUNCTION RECREATION & COMMUNITY SERVICES  
 PROGRAM RECREATION  
 ACTIVITY Travel and Training

DEPARTMENT PARKS AND RECREATION  
 ACCOUNT NO. 28111

CITY OF CHATHAM  
 CURRENT BUDGET

#### STATEMENT OF PURPOSE

To provide funds for travel and training.

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Travel & Training:

The travel and training budgets provide funds for Recreation personnel to attend various conferences and workshops which will be not only beneficial to their self-development but will allow for an exchange of ideas and programs with their peers, and to learn new ideas in the various workshops.

The arena personnel are also given the opportunity to attend seminars and conventions which allows them to learn new methods of more effective arena management.

During-the-year-several-worthwhile-workshops-are-planned-by-different-agencies-and municipalities---Because-information-and-fees-for-these-workshops-are-not-available-at-budget time;-we-attempt-to-budget-an-amount-to-cover-these-under-the-heading-miscellaneous.

Ontario Recreation Society Conference \$ 700.00 \$ 700.00  
 (2 persons - Toronto)

~~Association of Audiotape Personnel of Ontario Conference-----300:00~~

~~A Canadian Parks & Recreation Association Conference-----680:00~~  
~~(2 persons - Mitchener)~~

~~Travel & Fees---Miscellaneous-Workshops-----400:00~~

Arena Seminars 340:00 \$ 300.00

TOTAL

\$ 2,420:00 \$ 1,000.00

#### STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984







FUNCTION RECREATION & COMMUNITY SERVICES  
 PROGRAM RECREATION  
 ACTIVITY Legal Fees and Engineering Fees

DEPARTMENT PARKS AND RECREATION  
 ACCOUNT NO. 28112

CITY OF CHATHAM  
 CURRENT BUDGET

#### STATEMENT OF PURPOSE

To provide funds for engineers and/or architectural fee, and for payment for services performed by the Engineering Department on behalf of our department.

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Legal and Engineering fees for all professional services required by this department during the year.

Inspection - Rotary Grandstand	\$ 840.00	
Legal Fee - Contracts and agreements (J. Gee)	600.00	
Miscellaneous fees - engineering	<u>560.00</u>	
Total		\$ <u>2,000.00</u>

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION	RECREATION & COMMUNITY SERVICES	DEPARTMENT	PARKS AND RECREATION	CITY OF CHATHAM
PROGRAM	RECREATION	ACCOUNT NO.	28117	CURRENT BUDGET
ACTIVITY	Advertising			

STATEMENT OF PURPOSE

To make the public aware by the best possible advertising media, the programs and facilities offered by the Chatham Parks and Recreation Department.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

- a) Chatham-Kent Events per page cost is estimated a little high just in case we have trouble selling advertising space to businesses. In actuality, the cost will probably range at an average of \$275.00 per page.
- b) The permanent lighted sign, to be situated at the corner of Queen and Tweedsmuir, would be used year round to promote our programs and special events ie. Arts & Crafts Shows, Garage Sales, Swimming Lesson Registrations, etc. It could also be rented out to organizations using the Auditorium for functions such as car shows, antique shows, Jaycee Fair, wrestling, gun shows, dances, etc. The revenue generated from rental of the sign would certainly exceed the cost to our department for leasing the sign.
- c) The lighted sign rental budgeted for will be reduced to \$180.00 if we are successful in obtaining a permanent lighted sign for the corner of Tweedsmuir and Queen.

Programs

(a) Chatham Kent Events - 4 issues x 8 pages x	\$ 9,600.00		
\$300.00 per page			
Chatham Shopping News	250.00		
Chatham Daily News	350.00		
C.F.C.O.	100.00		
		\$ 10,300.00	\$ 10,300.00

(b) Family Fitnic		300.00	300.00
Permanent Lighted Sign - (Corner of Queen & Tweedsmuir)			
@ \$75.00/month		900.00	0.00

Arts & Crafts Show/Craft Fair

(c) Lighted Sign Rental	\$ 320.00		
Shopping News	100.00		
Chatham Daily News	300.00		
C.F.C.O.	200.00		
		920.00	920.00

Garage Sales

Advertising @ \$30.00		210.00	210.00
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TOTAL  
Less: General Reduction

\$ 12,630.00	\$ 11,730.00
	-730.00
	\$ 11,000.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



CITY OF CHATHAM  
CURRENT BUDGET



FUNCTION RECREATION & COMMUNITY SERVICES  
 PROGRAM RECREATION  
 ACTIVITY Utilities

DEPARTMENT PARKS AND RECREATION  
 ACCOUNT NO. 28122

CITY OF CHATHAM  
 CURRENT BUDGET

# STATEMENT OF PURPOSE

To provide heat, electrical power and water and telephone service to all facilities as required.

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

- gas \$ 43,665.00  
 - hydro 84,912.00  
 - water 32,780.00

TOTAL 1984 utility bills \$161,357.00

## STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984







FUNCTION RECREATION & COMMUNITY SERVICES  
 PROGRAM RECREATION  
 ACTIVITY Janitorial Supplies

DEPARTMENT PARKS AND RECREATION  
 ACCOUNT NO. 28124

CITY OF CHATHAM  
 CURRENT BUDGET

# STATEMENT OF PURPOSE

To provide general cleaning supplies and electric lamps for all facilities as required

# HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

The janitorial supplies are for all buildings and outdoor facilities maintained by the Parks and Recreation Department.

# Janitorial Supplies

Account #28124

General supplies: waxes, cleansers, mops, pails, brooms, etc. \$ 13,500.00 \$ 10,500.00  
 and lamps (fluorescent, incandescent) for  
 all buildings, (formerly included in building  
 and grounds maintenance budget).

# STAFF COMPLEMENT

	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION RECREATION & COMMUNITY SERVICES  
 PROGRAM RECREATION  
 ACTIVITY Insurance

DEPARTMENT PARKS AND RECREATION  
 ACCOUNT NO. 28125

CITY OF CHATHAM  
 CURRENT BUDGET

# STATEMENT OF PURPOSE

To provide insurance coverage for buildings and equipment as required.

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

### Insurance:

The insurance coverage is for all of the Parks and Recreation Department facilities and equipment.

### Insurance

#28125

#### Chatham-Kent Insurance Agents Association

Boiler and Machinery	\$ 1,883.00
Property - Building	10,884.00
- Contents	1,705.00
Vehicles	1,775.00
Municipal Liability	4,120.00
Fidelity bond premium	392.00
Money and securities	<u>415.00</u>

\$ 21,174.00

## STAFF COMPLEMENT

	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION	RECREATION & COMMUNITY SERVICES	DEPARTMENT	PARKS AND RECREATION	CITY OF CHATHAM CURRENT BUDGET
PROGRAM	RECREATION	ACCOUNT NO.	28130	
ACTIVITY	Associations and Memberships			

STATEMENT OF PURPOSE

In order to stay abreast of recent developments in the ever changing field of recreation and aquatics, it is necessary for the recreationist to maintain contact with others in their field as well as to receive continuous up-dates on the trends in their field.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Canadian Parks & Recreation	\$ 155.00
Royal Life Saving Society Affiliation	30.00
Association of Aquatic Personnel of Ontario	70.00
Ontario Recreation Society	180.00
Ontario Municipal Recreation Association	175.00
Arena Association 2 Members x 35	70.00
* C.A.P.A.C. and Performing Rights Organization	1,000.00
TOTAL	\$ 1,680.00

Royal Life Saving Society:

In order to present candidates for the various life saving awards, the municipality must be an affiliate. Monthly newsletters and advice and information on aquatic developments are sent on a regular basis.

Association of Aquatic Personnel of Ontario:

This organization is a group of persons interested in the development of aquatics in Ontario. Members are kept up-to-date on aquatic developments through newsletters, publication and workshops. Also, this group has liaison with provincial government concerning aquatic related legislation.

The Ontario Recreation Society, the Ontario Municipal Recreation Association and the Canadian Parks and Recreation Association keep their members informed on current recreational trends. The scope of each group is different. The Ontario Recreation Society has a broader base involving recreationists from many areas regarding therapeutic, municipal, fitness, arts, senior citizens, etc. Because of the diversity of its membership, it is one of the more influential societies. As well as giving members much lower rates at conference workshops, they send out a monthly newsletter.

The Ontario Municipal Recreation Association is more specialized in that it deals directly with municipal recreation in Ontario. Their interest is getting recreation boards and committees involved. The Canadian Parks and Recreation Association is a national association of recreationists. Through its bi-monthly magazine, "Recreation Canada" it informs Canadian recreationists of trends throughout the entire nation.

There are two Arena Managers who are members of the Arena Managers Association. This association meets from time to time to discuss problems in Arena Management and to advance new ideas for cost saving, etc.

C.A.P.A.C. and Performing Rights Organization of Canada - We are required by law to pay this organization a fee each time a function is held in the auditorium or arena (when the ice is out) when music is played. It is based on the numbers attending. Because there are more rentals in the auditorium, the amount has been increased for 1984.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION	RECREATION & COMMUNITY SERVICES	DEPARTMENT	PARKS AND RECREATION	CITY OF CHATHAM
PROGRAM	RECREATION	ACCOUNT NO.	28135	CURRENT BUDGET
ACTIVITY	Equipment Rental			

# STATEMENT OF PURPOSE

To budget funds for rental of equipment as required for various jobs throughout the year.

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

From time to time, it is necessary to rent power equipment for digging trenches, post holes, etc.

We also find it necessary to use a road grader at the beginning of the season on ball diamonds, roads, paths, etc. This equipment is rented by the City and charged to Recreation as required.

Xerox Canada Incorporated - copy machine - 12 months @ \$180.00 \$ 2,582.00 \$ 2,160.00

Our contract for our present copying machine expires in June 1984. At this time, we would like to upgrade to a Xerox 1035 Marathon or similar machine. This model has 4 modes of reduction and 2 modes for enlargement, a feature which will be very useful when we lay out our frequent brochures. Below is the breakdown in the rental charge.

Xerox Canada Incorporated --- copy machine  
6 months @ \$180.00  
6 months @ \$250.27

\$ -1,000.00 \$ 0.00  
1,582.00 0.00

Public Washrooms - 5 x \$45.00/yr. Public Washrooms  
Miscellaneous Equipment Rental  
Service agreement Simplex Time Equipment  
3 portable washrooms @ \$80.00 per mo. x 5 mos.  
2 Kingston Park & 1 Turner Park

225.00 225.00  
503.00 503.00  
120.00 120.00  
1,200.00 1,200.00

TOTAL

\$ 4,630.00 \$ 4,208.00

## STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984







FUNCTION RECREATION & COMMUNITY SERVICES  
 PROGRAM RECREATION  
 ACTIVITY Maintenance - Office Equipment

DEPARTMENT PARKS AND RECREATION  
 ACCOUNT NO. 28137

CITY OF CHATHAM  
 CURRENT BUDGET

# STATEMENT OF PURPOSE

To repair and maintain office equipment and machinery as required.

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

A one year service contract with Gestetner \$ 290.00  
 (does not include parts)

Cleaning of IBM typewriters 3 @ \$85.00 255.00

Maintenance of typewriters and other equipment as required, including parts 505.00

TOTAL \$ 1,050.00

The service contract from Gestetner would include four preventative maintenance visits per year plus unlimited repair visits. The cost of parts is not included in the service contract. In 1983, we spent \$761.00 on servicing and parts for our two Gestetner and Gestofax machines, making the service contract with Gestetner a more viable alternative.

# STAFF COMPLEMENT

	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION	RECREATION & COMMUNITY SERVICES	DEPARTMENT	PARKS AND RECREATION	CITY OF CHATHAM
PROGRAM	RECREATION	ACCOUNT NO.	28138	CURRENT BUDGET
ACTIVITY	Maintenance (Buildings)			

STATEMENT OF PURPOSE

To maintain buildings owned by the City of Chatham and operated by the Parks and Recreation Department to an acceptable level.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Kinsmen Auditorium		
Electrical repairs	\$ 500.00	\$ 500.00
Miscellaneous paint	200.00	200.00
Plumbing repairs	500.00	500.00
Clean rugs in office	200.00	200.00
Paint office	<del>250.00</del>	0.00
New cupboard in office & a room	<del>300.00</del>	0.00
Miscellaneous tools & supplies	200.00	200.00
Miscellaneous repairs	200.00	200.00
Curtain in ticket booth	40.00	40.00
	<u>\$ 2,390.00</u>	<u>\$ 1,840.00</u>

Memorial Arena

Miscellaneous electrical	\$ 500.00	\$ 500.00
Ice paint	250.00	250.00
Plumbing repairs	500.00	500.00
Plastic board replacement	300.00	300.00
Sewer repairs	200.00	200.00
Paint standing room and stairways	<del>1,400.00</del>	1,010.00
Paint dressing rooms	175.00	175.00
Board repairs	500.00	500.00
Sidewalk repairs - front of arena	300.00	300.00
Reglazing sinks dressing rooms	150.00	150.00
Removal of non-working headers - seat-deck	<del>300.00</del>	0.00
Miscellaneous paint	250.00	250.00
Rubber matting	900.00	900.00
General maintenance	500.00	500.00
Flat roof repairs	<u>5,000.00</u>	<u>5,000.00</u>
	<u>\$ 11,225.00</u>	<u>\$10,535.00</u>

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION RECREATION & COMMUNITY SERVICES  
 PROGRAM RECREATION  
 ACTIVITY Maintenance (Buildings)  
 (2)

DEPARTMENT PARKS AND RECREATION  
 ACCOUNT NO. 28138

CITY OF CHATHAM  
 CURRENT BUDGET

# HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

## Northside Arena

Plastic boards for ice pack boards	\$ 400.00	\$ 400.00
Light bulbs and electrical supplies	1,000.00	1,000.00
Electrical repairs	1,000.00	1,000.00
Tools, nails, screws, etc.	500.00	500.00
Misc., paint	300.00	300.00
Roof repairs	200.00	200.00
Tile repairs to floors	100.00	100.00
Rubber mat for cement floor	700.00	700.00
Plumbing repairs	300.00	300.00
Door closers	400.00	400.00
Repairs to ice boards	400.00	400.00
Lumber to repair players benches	500.00	250.00
Plywood for shelves	150.00	150.00
Paint for washrooms-doors-and-halls-----	630.00	0.00
Lumber for P.A. room	270.00	270.00
Replace sink in lady's washroom-----	125.00	0.00
Paint for end of arena outside	335.00	335.00
	<u>\$ 7,310.00</u>	<u>\$ 6,305.00</u>

## Workshop

Lumber and other workshop materials required for miscellaneous repairs	\$ 3,000.00	\$ 3,000.00
Blythe Park	500.00	55.00
Jaycette Park	50.00	50.00
Sertoma Park	100.00	100.00
Turner-Moose Park	200.00	200.00
Jaycee (Ball)	200.00	200.00
Joe Carpenter Courts	100.00	100.00
Midwood Oxley Park	100.00	100.00
Kingston Park painting interior building - plumbing fixtures, etc	200.00	200.00
Lions Park	100.00	100.00
Percy Park	100.00	100.00
McKeeugh Park	100.00	100.00
Meadowbrook Park	100.00	100.00
Lark Park	100.00	100.00
Tools	300.00	300.00
	<u>\$ 5,250.00</u>	<u>\$ 4,805.00</u>

## STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)  
 UNSCHEDULED SALARIED POSITIONS  
 WAGE MAN YEARS  
 TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984







**FUNCTION** RECREATION & COMMUNITY SERVICES  
**PROGRAM** RECREATION  
**ACTIVITY** Maintenance-Buildings (3)

**DEPARTMENT** PARKS AND RECREATION  
**ACCOUNT NO.** 28138

**CITY OF CHATHAM**  
**CURRENT BUDGET**

# HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

## Comfort Station

This is the expected cost in 1984 of operating the Comfort Station in Tecumseh Park. \$ 725.00

TOTAL for #28138 \$ 26,900.00 \$ 24,200.00

## STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984



**FUNCTION** RECREATION AND COMMUNITY SERVICES  
**PROGRAM** RECREATION  
**ACTIVITY** BUILDING MAINTENANCE

**DEPARTMENT** PARKS AND RECREATION  
**ACCOUNT NO.** 28138

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
28138	BOATDOCKS	4,837	3,728		1,800		0
28138	COMFORT STATION	5,782	728		1,000	725	725
28138	BANDSHELL		9,400		1,000	0	0
28138	ROOF REPLACEMENT				23,000	0	0
28138	DEHUMIDIFIER				14,000	0	0
28138	STRUCTURAL REPAIRS				15,000	0	0
28138	ROOFING - BUILT-UP		51,958				
	SUB	10,619	65,814	0	55,800	725	725
	<b>TOTAL</b>	986,995	1,048,582	1,109,898	1,119,158	1,140,802	1,898,569

REVENUE							
28199	BOAT DOCKS-CIVIC CENTRE	(3,997)	(4,086)		(4,000)		
	B'NAI BRITH PARK						
28199	McKEOUGH RINK	(2,095)	(2,603)		(2,600)	(3,800)	(3,800)
	D.E.I.P., I.L.A.P. FUNDING		(51,958)				
	SUB	(6,092)	(58,647)	0	(6,600)	(3,800)	(3,800)
	<b>TOTAL</b>	(192,712)	(290,794)	0	(256,558)	(234,871)	(234,871)

<b>NET REQUIREMENT</b>	794,283	757,788	1,109,898	862,600	905,931	894,769
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FUNCTION RECREATION & COMMUNITY SERVICES  
 PROGRAM RECREATION  
 ACTIVITY Maintenance-Equipment Machinery & Vehicles & Reserve Account

DEPARTMENT PARKS AND RECREATION  
 ACCOUNT NO. 28139

CITY OF CHATHAM  
 CURRENT BUDGET

# STATEMENT OF PURPOSE

To maintain all equipment, machinery and vehicles to an acceptable level in order to avoid unnecessary costly repairs and replacements.

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

### Kinsmen Auditorium

Parts for scrubber	\$ 500.00	\$ 500.00
Repair parts for chairs	500.00	500.00
Clean golf net	100.00	100.00
Fire extinguisher service	350.00	200.00
Subtotal	\$ 1,450.00	\$ 1,300.00

\$ 1,450.00 \$ 1,300.00

### Memorial Arena

Chain for ice machine	300.00	300.00
Set of hockey nets	350.00	350.00
Ice scraper and edger blades	600.00	600.00
Sharpen blades	250.00	250.00
Chemicals for boiler recondensor fan	350.00	350.00
Fire extinguisher service and inspection	300.00	300.00
Refrigeration inspection and breakdowns	1,500.00	1,000.00
Ammonia, brine, belts and oil	1,000.00	1,000.00
Repairs to ice machine	250.00	250.00
Repairs to P.A. system	100.00	100.00
Motor repairs	300.00	300.00
Letters and new face on sign (front of arena)	650.00	650.00
Tools	200.00	200.00
General maintenance	500.00	500.00
Repairs to score clock	300.00	300.00
Repairs to cash registers	125.00	125.00
Repair hot dog steamer	300.00	0.00
Overhaul mycom compressor	700.00	700.00
Install two heaters in seat dock	350.00	350.00
Boiler repairs	600.00	600.00
Subtotal	\$ 9,025.00	\$ 8,325.00

\$ 9,025.00 \$ 8,325.00

### Northside Arena

Fire extinguisher service	\$ 110.00	\$ 110.00
Misc. repairs	700.00	700.00
Ice edger knives	150.00	150.00
Shaving ice blades	525.00	525.00
Skate sharpening stones	220.00	220.00
Ice paint	130.00	130.00
Ice machine maintenance & repair	500.00	500.00
Ammonia-brine-oil & belts	1,500.00	1,500.00
Inspection - overhaul compressors	700.00	700.00
Repairs to pumps & motors	400.00	400.00
Board cleaner	150.00	150.00
Repairs to ice edger	200.00	200.00

## STAFF COMPLEMENT

1981

1982

1983

1984

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS



FUNCTION	RECREATION & COMMUNITY SERVICES	DEPARTMENT	PARKS AND RECREATION	CITY OF CHATHAM
PROGRAM	RECREATION	ACCOUNT NO.	28139	CURRENT BUDGET
ACTIVITY	Maintenance-Equipment Machinery & Vehicles & Reserve Account (2)			

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Northside Arena Cont'd				
Repairs to skate sharpening machine	200.00	\$ 200.00		
Refrigeration service calls	<del>1,000.00</del>	0.00		
Grind & sharpen blades E 4 per month	600.00	600.00		
Repairs to hockey clock	150.00	150.00		
Control panel for hockey clock	975.00	975.00		
Subtotal	\$ 8,210.00	\$ 7,210.00	\$ 8,210.00	\$ 7,210.00

## EQUIPMENT MAINTENANCE

Dodge Pick Up 80-03				
Tune up	\$ 80.00	\$ 80.00		
Exhaust	150.00	150.00		
Battery	100.00	100.00		
Subtotal	\$ 330.00	\$ 330.00	\$ 330.00	
Chev. 4 Wheel 70-02				
Tune up	\$ 80.00	\$ 80.00		
Brakes	180.00	180.00		
Bodywork	800.00			
Subtotal	\$ 1,060.00	\$ 260.00	\$ 260.00	
Ford Dump 73-05				
Hydraulic Repairs	\$ 750.00	\$ 750.00		
Tires (6) 220 + 480	700.00	700.00		
Subtotal	\$ 1,450.00	\$ 1,450.00	\$ 1,450.00	
Chev. Crew Cab 80-01				
Tune up	\$ 80.00	\$ 80.00	\$ 80.00	
Subtotal				
Ford 2000 72-08				
Tune up	\$ 125.00	\$ 125.00		
Tires (4)	750.00	750.00		
Brakes	300.00	300.00		
Clutch	500.00	500.00		
Subtotal	\$ 1,675.00	\$ 1,675.00	\$ 1,675.00	
Ford 4600 80-07				
Tune up	\$ 125.00	\$ 125.00		
Tires - 2 front	190.00	190.00		
Subtotal	\$ 315.00	\$ 315.00	\$ 315.00	
Ford 4600 78-05				
Tune up	\$ 125.00	\$ 125.00		
Battery	220.00	220.00		
Subtotal	\$ 345.00	\$ 345.00	\$ 345.00	

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



FUNCTION	RECREATION & COMMUNITY SERVICES
PROGRAM	RECREATION
ACTIVITY	Maintenance-Equipment Machinery & Vehicles & Reserve Account (3)

DEPARTMENT	PARK AND RECREATION
ACCOUNT NO.	28139

CITY OF CHATHAM
CURRENT BUDGET

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

International 70-166	\$ 125.00)		
Tune up	220.00)	Reduce by \$500.00	
Battery	400.00)		
Transmission			
Subtotal	\$ 745.00		\$ 245.00
Cushman Mower	\$ 500.00		\$ 500.00
Roper Mowers (2)	\$ 500.00		\$ 500.00
Flair Mowers (3)			
Knives	\$ 800.00)		
Belts	200.00)		
Bearings	530.00)	Reduce by \$500.00	
Miscellaneous	500.00)		
	\$ 2,030.00		\$ 1,530.00
Push Mowers	\$ 800.00		\$ 800.00
Weed Eaters			\$ 300.00
Tools		\$ 200.00	\$ 0.00
Paint	\$ 200.00		\$ 200.00
Propane for Ice Machines			
Memorial	\$1,525.00		
Northside	2,250.00		
	\$ 3,775.00		\$ 3,775.00
Fuel, Oil, Grease, Filters		\$14,000.00	\$13,352.00
Licenses	\$ 564.00		\$ 564.00
Scarifier			
New Teeth (10)	\$ 150.00		\$ 150.00
Equipment Reserve Account	\$24,600.00		\$24,600.00
TOTAL #28139		\$72,304.00	\$67,806.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION RECREATION & COMMUNITY  
SERVICES  
PROGRAM RECREATION  
ACTIVITY Grounds Maintenance

DEPARTMENT PARKS AND  
RECREATION  
ACCOUNT NO. 28140

CITY OF CHATHAM  
CURRENT BUDGET

# STATEMENT OF PURPOSE

To maintain pools, parks, playgrounds, tennis courts and all other areas, owned by the City and operated by the Parks and Recreation Department to an acceptable level.

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

### Pools - Memorial Pool

Filter repairs	\$ 400.00	\$ 400.00	
1 vacuum, hoses, brushes	360.00	360.00	
	<u>760.00</u>	<u>760.00</u>	\$ 760.00

### Jaycee Pool

Hoses & brushes	\$ 60.00	60.00	
Vac handle	25.00	25.00	
Reseal bottom wall joint	350.00	350.00	
	<u>435.00</u>	<u>435.00</u>	\$ 435.00

### McKeough Pool

Hoses & brushes	\$ 30.00	30.00	\$ 30.00
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### Hawkins Pool

Electrical & repairs - replace panels and disconnect switches	\$ 223.00	223.00	
New pipes to filters	250.00	250.00	
Paint for filters	200.00	200.00	
Gauges--brushes test pills	88.00	88.00	
Vacuum hose	200.00	200.00	
Vacuum & handle	300.00	300.00	
Railing & ladder repairs	50.00	50.00	
	<u>1,311.00</u>	<u>1,311.00</u>	\$ 1,311.00

### GENERAL

Pool Chemicals	\$8,000.00	8,000.00	
Chlorinator Repairs	1,000.00	1,000.00	
Pump & Motor Repairs	300.00	300.00	
Miscellaneous Pool Parts	300.00	300.00	
Pool Deck Repairs	<del>500.00</del>	0.00	
Plumbing Repair	350.00	350.00	
Pool Preparation	400.00	400.00	
Electrical Repairs	100.00	100.00	
Miscellaneous Supplies	100.00	100.00	
Vacuum Parts	100.00	100.00	
Tools	200.00	200.00	
	<u><del>\$11,350.00</del></u>	<u>10,850.00</u>	\$ 10,850.00

• TOTAL EXPENDITURE POOLS

\$13,886.00 \$ 13,386.00

## STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984



FUNCTION	RECREATION & COMMUNITY SERVICES	DEPARTMENT	PARKS AND RECREATION	CITY OF CHATHAM
PROGRAM	RECREATION	ACCOUNT NO.	28140	CURRENT BUDGET
ACTIVITY	Grounds Maintenance (2)			

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

## Parks Maintenance, Tennis Courts Maintenance and Boat Docks:

<u>Blyth Park</u>			
Repair playground equipment	\$ 210.00	\$ 210.00	
2 trees	40.00	40.00	
	<u>250.00</u>	<u>250.00</u>	\$ 250.00
<u>Tecumseh Park</u>			
Replace brace on swing set	\$ 80.00	\$ 80.00	
Repair playground equipment	70.00	70.00	
Bolts for dock	30.00	30.00	
Restain & repair docks and steps	500.00	500.00	
	<u>680.00</u>	<u>680.00</u>	\$ 680.00
<u>Jaycette Park</u>			
Repair playground equipment	\$ 165.00	\$ 165.00	\$ 165.00
<u>Sertoma Park</u>			
Repair playground equipment	\$ 75.00	\$ 75.00	\$ 75.00
<u>Turner &amp; Moose Parks</u>			
2 sets of bleachers	\$ 500.00	\$ 500.00	
Extend fence along 1st base	700.00	700.00	
Repair playground equipment	75.00	75.00	
	<u>1,275.00</u>	<u>1,275.00</u>	\$ 1,275.00
<u>Kiwanis Stadium</u>			
Players benches	<del>100.00</del>	\$ 0.00	
Screenings for track	700.00	700.00	
	<u>800.00</u>	<u>700.00</u>	\$ 700.00
<u>Wanless Park</u>			
Equipment repair	\$ 75.00	\$ 75.00	\$ 75.00
<u>Jaycee Park</u>			
Replace top bar on 2 swing sets	\$ 325.00	\$ 325.00	\$ 325.00
<u>Steele Park</u>			
Replace 2 swing supports	\$ 150.00	\$ 150.00	
Repair equipment	75.00	75.00	
	<u>225.00</u>	<u>225.00</u>	\$ 225.00
<u>Oriole Parkway</u>			
Playground equipment repair	\$ 80.00	\$ 80.00	\$ 80.00
<u>Midwood Oxley</u>			
Playground equipment repair	\$ 75.00	\$ 75.00	\$ 75.00
<u>Kingston Park</u>			
Playground Equipment Repair	\$ 100.00	\$ 100.00	\$ 100.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



FUNCTION	RECREATION & COMMUNITY SERVICES
PROGRAM	RECREATION
ACTIVITY	Grounds Maintenance (3)

DEPARTMENT	PARKS AND RECREATION
ACCOUNT NO.	28140

CITY OF CHATHAM
CURRENT BUDGET

## HIGHLIGHTS AND JUSTIFICATIONS OF BUDGET PROPOSALS

Ellis Park			
Playground equipment repair	\$ 75.00	\$ 75.00	\$ 75.00
Kinsmen Park			
Playground equipment repair	\$ 75.00	\$ 75.00	\$ 75.00
Lions Park			
Playground equipment repair	\$ 100.00	\$ 100.00	\$ 100.00
Percy Park			
Repair slide	\$ 75.00	\$ 75.00	
Replace players benches	100.00	100.00	
Playground equipment repair	75.00	75.00	
	250.00	250.00	\$ 250.00
Lark Park			
Playground equipment repair	\$ 75.00	\$ 75.00	\$ 75.00
McKeough Park			
Playground equipment repair	\$ 75.00	\$ 75.00	
Lamps for tennis courts 6	340.00	340.00	
	415.00	415.00	\$ 415.00
B'Nai Brith Park - Boat Docks			
100' 4" channel iron	\$ 265.00	\$ 265.00	
10' 12' x 4' x 4' posts	225.00	225.00	
Paint Hydro Standards	160.00	160.00	
	650.00	650.00	\$ 650.00
Civic Centre Dock			
Miscellaneous repairs pump out ring buoy, etc	\$ 700.00	\$ 700.00	
Add \$1,000.00 - re: Council request-Boat docks		1,000.00	
	700.00	1,700.00	\$ 1,700.00
Babcock Park			
Playground equipment -- paint repair	\$ 75.00	\$ 75.00	\$ 75.00
General			
3/8 Gal. Chain 390' x 1.52/ft.	\$ 593.00		
Grass Seed Fertilizer Weed Spray	1,500.00		
Miscellaneous Lumber	1,000.00		
Plywood for Stage	400.00		
Locks	100.00	Reduce \$1,000.00	
Sand	500.00		
Electrical repairs	200.00		
Miscellaneous nuts, bolts, nails, etc	400.00		
Welding supplies	500.00		
	5,193.00	\$ 4,193.00	\$ 4,193.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



FUNCTION	RECREATION & COMMUNITY SERVICES	DEPARTMENT	PARKS AND RECREATION	CITY OF CHATHAM
PROGRAM	RECREATION	ACCOUNT NO.	28140	CURRENT BUDGET
ACTIVITY	Grounds Maintenance (4)			

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS				
McNeough Ice Rink				
Ammonia & Belts	\$ 400.00	\$ 400.00		
Overhaul & start up	800.00	800.00		
New nets	<del>300.00</del>	0.00		
	<u>1,500.00</u>	<u>\$ 1,200.00</u>		\$ 1,200.00
BASEBALL AND SOFTBALL DIAMONDS				
Mud Creek				
10 ton sand and 1/4 round stone	\$ 66.00)			
Jaycee				
60 tons sand	435.00)			
Thames Campus				
80 tons sand & 1/4 round stone	528.00)			
Percy				
20 tons sand and 1/4 round stone	132.00)			
paint backstop	320.00)			
Kinsmen		Reduce by \$500.00		
40 tons sand	290.00)			
Stirling				
sod infilled in 10 in fall of 1984	400.00)			
Turner				
20 tons sand and 1/4 round stone	132.00)			
sod infilled in 10 in fall of 1984	400.00)			
Rotary				
30 tons sand and 1/4 round stone	188.00)			
	<u>2,894.00</u>	<u>\$ 2,391.00</u>		<u>\$ 2,391.00</u>
Weed killer and sprayer for fence lines at ball diamonds				
	\$ 500.00)			
Mercury vapour bulbs for ball diamonds				
	350.00)			
Time for all diamonds				
Bases - 10 sets @ \$85.00	850.00)			
Pitching rubbers 6 @ \$18.00	108.00)			
Liners 5 @ \$67.00	402.00)	Reduce by \$1,500.00		
Home plates 6 @ \$30.00	240.00)			
2 sets 40" harrows	260.00)			
Replacement teeth for harrows	75.00)			
Security lighting for Thames Campus	850.00)			
Ballast for Turner Park	400.00)			
	<u>4,635.00</u>	<u>\$ 3,135.00</u>		<u>\$ 3,135.00</u>
Carpenter Tennis Courts				
New Sign	\$ 140.00	\$ 140.00		\$ 140.00
Doug Allin Tennis Courts				
Repair tennis nets	\$ 300.00)			
2 new tennis nets	600.00)			
Dusk to dawn light	250.00)	Reduce by \$359.00		
New signs	140.00)			
Lands - 6	340.00)			
	<u>1,630.00</u>	<u>\$ 1,271.00</u>		<u>\$ 1,271.00</u>
TOTAL #28140	<u>\$37,415.00</u>	<u>\$33,156.00</u>		<u>\$33,156.00</u>

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION	RECREATION & COMMUNITY SERVICES	DEPARTMENT	PARKS AND RECREATION	CITY OF CHATHAM
PROGRAM	RECREATION	ACCOUNT NO.	28145	CURRENT BUDGET
ACTIVITY	Recreation Programs			

STATEMENT OF PURPOSE

In order to provide a quality and varied recreation program, it is necessary to supply the instructors and leaders with the appropriate materials. Proper equipment and supplies not only enhances a program, but it is a necessity in providing a program or service.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Aquatics:

Many of the items listed in the aquatic budget are necessary because of safety and health regulations. We are by law required to have regulation first aid books, spinal boards and straps. Pre-season staff training is also safety related in that unprepared and unfit aquatic staff can be a hazard to safety.

Several other aquatic expenditures will be recovered from persons requiring them, e.g. Red Cross literature and course material, Red Cross badges, Royal Life Saving Society literature and course material. Other supplies listed under aquatics will be for yearly special events re: swimming meets and for everyday operation at the pool.

Recreational Program Supplies

Account #28145

Aquatics	\$ 3,724.00	\$ 3,724.00
Playgrounds	7,940.00	7,940.00
Camp Playtime	150.00	150.00
Day Camp	1,617.00	1,617.00
Pre School Program	3,021.00	3,021.00
Youth Programs	6,513.00	6,513.00
Adult Programs	15,965.00	15,965.00
Arts and Craft Show/Craft Fair	305.00	305.00
National Physical Activity Week	600.00	600.00
TOTAL #28145	\$ 39,835.00	\$ 39,835.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



FUNCTION	RECREATION & COMMUNITY SERVICES
PROGRAM	RECREATION
ACTIVITY	Recreation Programs (2)

DEPARTMENT	PARKS AND RECREATION
ACCOUNT NO.	28145

CITY OF CHATHAM
CURRENT BUDGET

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Aquatics

First Aid Supplies	\$ 225.00		
Fun Day Pool Prizes 3 x 5 x \$10.00	150.00		
Special Events	150.00		
Staff Training (1 week pre-season)	300.00		
Red Cross Literature & Course Material	60.00		
Red Cross Badges 900 @ \$.45	405.00		
Red Cross Personal Record Cards 1500 @ \$.06	90.00		
Royal Lifesaving Society Course Material			
Manuals 20 @ \$15.00 (recoverable)	300.00		
Alert Manuals 15 @ \$8.00	120.00		
Ribbons for Swim Meet	50.00		
Floating Toys	100.00		
Cash Boxes 4 @ \$25.00	100.00		
Megaphones 3 @ \$23.00	69.00		
Trophy and Medals for Swim Meet	80.00		
Reaching Poles 5 @ \$42.00	210.00		
Spinal Boards with Straps 5 @ \$185.00	925.00		
Masks and Snorkels 10 @ \$25.00	250.00		
Porpoise Slalom Game 5 @ \$28.00	\$ 140.00	\$ 3,724.00	\$ 3,724.00

Playgrounds

Playground Leaders Training Camp	\$ 800.00		
Craft Supplies	1,100.00		
First Aid Supplies	150.00		
Special Events	1,000.00		
Sports Equipment	200.00		
Bus Rental	4,000.00		
Playground Bus Trips 3 @ \$230.00			
(Storybook Gardens, Detroit Zoo, Boblo)	690.00	\$ 7,940.00	\$ 7,940.00

Camp Playtime Supplies

Supplies	\$ 150.00	\$ 150.00	
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Day Camp Supplies

Program Supplies	\$ 150.00		
Cookout Supplies	300.00		
Camping Fees	50.00		
Tents (4 Man) 1 x \$91.00	91.00		
Tent Repairs	50.00		
Axe	31.00		
Freezer Packs & 6 packs x \$3.50	21.00		
Lantern	55.00		
Pots & Pans	43.00		
Cooking Utensils	40.00		

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



FUNCTION RECREATION & COMMUNITY SERVICES  
 PROGRAM RECREATION  
 ACTIVITY Recreation Programs (3)

DEPARTMENT PARKS AND RECREATION  
 ACCOUNT NO. 28145

CITY OF CHATHAM  
 CURRENT BUDGET

# HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

<u>Day Camp Supplies Cont'd</u>	#28145		
Bike Flags 20 x \$6.42	\$	128.00	
2 Coolers		86.00	
1 Jug		20.00	
Lif jackets \$28.00/jacket x 15		420.00	
Flashlight and Batteries		32.00	
Craft Supplies		100.00	
			\$ 1,617.00 \$ 1,617.00
 <u>Preschool Programs</u>			
Milk	\$	600.00	
Juice		200.00	
Cookies		100.00	
Program Supplies		400.00	
Toys		100.00	
Records 8 @ \$10.00		80.00	
Wooden Bin with Coasters		50.00	
Bean Bags		28.00	
Basketball Game		27.00	
Nerf Balls 6 - 6" A \$5.20		31.00	
6 - 8" A \$13.40		81.00	
Dura-trikes 4 @ \$123.00		492.00	
Play Apparatus (Climbing)		700.00	
Cageball (36" diameter)		72.00	
Streamers 20 @ \$3.00		60.00	
			\$ 3,021.00 \$ 3,021.00
 <u>Youth</u>			
Saturday Activity Club 3 sess. x \$40.00	\$	120.00	
Bachelor Survival (cooking Supplies)			
3 x \$40.00		120.00	
Candlemaking		10.00	
Christmas Crafts 2 sess. x \$40.00		80.00	
Cookie Gourmet 3 sess. x \$30.00		90.00	
Crochet for Kids 1 sess. x \$15.00		15.00	
The Egg & I 2 sess. x \$20.00		40.00	
Red Cross Babysitting Course			
6 sess. x 20 kids x \$4.00/book		480.00	
6 sess. x 20 kids x \$ .15/card		18.00	
6 sess. x 20 kids x \$ .50/pamphlet		60.00	
Supercrafts 3 sess. x \$40.00		120.00	
Macrame for Kids		20.00	
Professional Activity Days 2 days x \$110.00		220.00	
Christmas Capers 3 days x \$80.00		240.00	
Day Before Christmas		80.00	
March Madness 5 days x \$110.00		500.00	

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



FUNCTION	RECREATION & COMMUNITY SERVICES	DEPARTMENT	PARKS AND RECREATION	CITY OF CHATHAM
PROGRAM	RECREATION	ACCOUNT NO.	28145	CURRENT BUDGET
ACTIVITY	Recreation Programs (4)			

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

## Youth Cont'd

## Film Festivals

16 gallons orange drink x \$5.35	\$ 86.00
10 rows cups @ \$1.10	11.00
popcorn bags - 2,000 bags	28.00
popcorn - 50 lbs. @ \$ .35	18.00
Film Rentals 5 films x \$200.00	1,000.00
Film Transportation \$15.00 x 5 films	75.00
Girls Gymnastics (records & tapes)	20.00
Ball - Cage Box (wire)	250.00
Gymnastic Mats	
10 mats x \$80.25	802.00
Slab Mats 2 x \$300.00	600.00
Parachute (used in co-operative games)	210.00
Parachute Bag	15.00
Scissors 12 x \$6.35	225.00
Kroy 80 - Lettering Tapes 6 @ \$30.00	180.00
Kroy 80 - Wheels 3 @ \$60.00	180.00
New Programs	600.00

\$ 6,513.00 \$ 6,513.00

## Adult Programs

Breadmaking 5 sess. x \$60.00	\$ 300.00
Gift Wrapping Workshop	60.00
Wok Cooking 3 sess. x \$55.00	165.00
Microwave Cooking 6 sess. x \$75.00	450.00
Hor D'Oeuvres 6 sess. x \$50.00	300.00
Bus Trips	
1 @ \$650.00 (Square One Mall)	650.00
2 @ \$600.00 (2 Frankenmuth)	1,200.00
14 @ \$425.00 (Shopping Malls)	5,950.00
2 @ \$540.00 (Elmira, Kitchener)	1,080.00
4 @ \$160.00 (Going Places)	640.00
Room Rental 80 hrs. x \$3.00/hr	240.00
Coffee Supplies for all Programs	450.00
Holiday Baking 1 sess. x \$60.00	60.00
Dancefit Canada \$105.00 x 2 classes	210.00
Christmas Workshops	300.00
First Aid Books & Supplies	
20 x 6 classes x \$6.00	720.00
Badminton Racquets 20 racquets x \$10.50	210.00
Badminton Birds 1 gross	204.00
Badminton Nets 1 net	28.00
Tennis Balls 12 dozen @ \$16.85	203.00
Golf Balls 10 dozen @ \$12.00	120.00
Volleyballs 4 balls @ \$45.00	180.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



FUNCTION	RECREATION & COMMUNITY SERVICES	DEPARTMENT	PARKS AND RECREATION	CITY OF CHATHAM
PROGRAM	RECREATION	ACCOUNT NO.	28145	CURRENT BUDGET
ACTIVITY	Recreation Programs (5)			

## HIGHLIGHTS AND JUSTIFICATIONS OF BUDGET PROPOSALS

Adult Programs Cont'd

Table Tennis - balls & paddles	\$	35.00		
Food Processor - Blender		110.00		
Display Boards		700.00		
Kitchen Supplies		200.00		
Special Needs Programs		500.00		
New Programs		700.00		
			\$ 15,965.00	\$ 15,965.00

Arts & Craft Show/Craft Fair

Trophies & Engraving	\$	50.00		
Prizes for Booth		40.00		
Folding of Flyers		50.00		
Penny Sale Tickets		105.00		
Penny Sale Banner		60.00		
			\$ 305.00	\$ 305.00

National Physical Activity Week

Fitnic	\$	500.00		
Participation Challenge Fee		100.00		
			\$ 600.00	\$ 600.00
			\$ 39,835.00	\$ 39,835.00

TOTAL

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



FUNCTION	RECREATION & COMMUNITY SERVICES
PROGRAM	RECREATION
ACTIVITY	Recreation Programs

DEPARTMENT	PARKS AND RECREATION
ACCOUNT NO.	28145

CITY OF CHATHAM
CURRENT BUDGET

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

- (a) 1983 Program Revenue
- (b) Revenue for Preschool, Youth and Adult Programs will continue to increase until December 31st, 1983. Other programs have accumulated their total revenue.
- (c) Learn-to-swim lessons would increase from \$10.00/session in 1983 to \$12.00/session in 1984. Cost of badge is included in the fee. This increase in swimming lesson fees still leaves our rate below the cost of swimming lessons in most Ontario municipalities, and below the cost of swimming lessons at other Chatham facilities.
- (d) Day Camp and Camp Playtime fees would increase from their 1983 level of \$25.00 to \$28.00/session in 1984. This is a very reasonable rate for a two week session. (The Y's day camp ranges in the \$40.00 to \$50.00 range for a two-week session)
- (e) The large increase anticipated in revenue generated from pre-school programs is due to two factors. The "Fun with Friends" has been expanded to three sessions in 1984 from the traditional two yearly sessions. Also added is a new pre-school program "I Can Do Fitness" which will generate approximately \$7,500.00 in revenue. All classes for both "Fun with Friends" and "I Can Do Fitness" are completely full for the Winter 1984 session. If the popularity of these programs continues the revenue for 1984 may exceed the \$28,000.00 estimated.
- (f) Due to auditorium bookings, the number of Garage Sales will be limited to seven in 1984 compared to nine in 1983. Hence, garage sales revenue will be down.
- (g) Revenue for adult programs will increase due to increased rates for fitness and craft classes, and the revenue generated from the "After Hours" program.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION RECREATION & COMMUNITY SERVICES  
 PROGRAM RECREATION  
 ACTIVITY New Equipment

DEPARTMENT PARKS AND RECREATION  
 ACCOUNT NO. 28146

CITY OF CHATHAM  
 CURRENT BUDGET

## STATEMENT OF PURPOSE

To purchase new equipment as deemed necessary, to operate in a safe and efficient way.

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

## Kinsmen Auditorium

Microphone	\$ 200.00	\$ 200.00
2 sets emergency lights (upper hall and C Room)	300.00	300.00
Vacuum cleaner	150.00	150.00

SUBTOTAL \$ 650.00 \$ 650.00

\$ 650.00

## Memorial Arena

steel door and frame canteen	\$ 600.00	\$ 0.00
glass penalty box	1,000.00	0.00
steel door frame south end of arena	1,877.00	0.00

SUBTOTAL \$ 3,477.00 \$ 0.00

\$ 0.00

## Parks and Recreation Office

duplicating machine	\$ 2,700.00	\$ 0.00
folding machine (flyers)	900.00	0.00
dictaphone	765.00	0.00
Refrigerator 5.5 cu. ft. (preschool)	320.00	344.00

SUBTOTAL \$ 4,765.00 \$ 344.00

\$ 344.00

## North Side Arena

rubber mats - players benches	\$ 200.00	\$ 0.00
sanding machine	120.00	0.00
dehumidifier	9,008.00	0.00

SUBTOTAL \$ 9,328.00 \$ 0.00

\$ 0.00

## Workshop

lawn roller	\$ 500.00	\$ 0.00
3-pt hitch post hole auger	600.00	0.00
drill press	300.00	0.00
bench grinder	110.00	0.00
3 portable hand held radios	2,247.00	0.00

SUBTOTAL \$ 3,757.00 \$ 0.00

\$ 0.00

## One 1-ton dump truck with heavy-duty suspension

(not a replacement)	\$ 16,000.00	\$ 0.00
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\$ 0.00

## One 1-ton pick-up truck similar to chevrolet S10

(not a replacement)	\$ 11,000.00	\$ 0.00
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\$ 0.00

## One piece of grass cutting equipment

	\$ 12,000.00	\$ 0.00
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\$ 0.00

TOTAL 28146 \$ 62,354.00 \$ 994.00

\$ 994.00

## STAFF COMPLEMENT

1981

1982

1983

1984

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS







FUNCTION	RECREATION & COMMUNITY SERVICES	DEPARTMENT	PARKS AND RECREATION	CITY OF CHATHAM
PROGRAM	RECREATION	ACCOUNT NO.		CURRENT BUDGET
ACTIVITY	Canteen Supplies Miscellaneous General Administration	#28167 - Canteen Supplies #28280 - Miscellaneous #28188 - General Administration		

STATEMENT OF PURPOSE

To purchase supplies for Canteens in the two Arenas, Kinsmen Auditorium, and Thames Campus.  
To carry out projects which would not ordinarily be budgeted in the regular budget.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Canteen Supplies #28167 \$ 56,000.00

Canteen supplies are purchased for the two arenas, the Kinsmen Auditorium and for Thames Campus Sports Complex.

Miscellaneous #28180 \$ 500.00

This account is used for films and developing, freight, express, newspapers and any other small items which may not fall into a general budget figure.

General Administration #28188 \$ 500.00

This is used as required for books, periodicals, meals paid by administration, etc.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b>	RECREATION AND COMMUNITY SERVICES	<b>DEPARTMENT</b>	PARKS AND RECREATION	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	RECREATION	<b>ACCOUNT NO.</b>	28167-28188	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>				

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
28167	CANTEEN SUPPLIES	52,899	51,715	58,290	55,000	56,000	56,000
28180	MISCELLANEOUS	347	191	273	500	500	500
28188	GENERAL ADMINISTRATIVE	342		20	500	500	500
SUB		53,588	51,906	58,583	56,000	57,000	57,000
<b>TOTAL</b>		<b>1,137,904</b>	<b>1,195,506</b>	<b>1,267,278</b>	<b>1,287,639</b>	<b>1,408,610</b>	<b>1,328,431</b>

REVENUE							
28167	CANTEENS	(81,750)	(94,457)	(109,523)	(100,000)	(105,000)	(105,000)
SUB		(81,750)	(94,457)	(109,523)	(100,000)	(105,000)	(105,000)
<b>TOTAL</b>		<b>(376,355)</b>	<b>(551,431)</b>	<b>(201,539)</b>	<b>(511,149)</b>	<b>(511,140)</b>	<b>(511,140)</b>

<b>NET REQUIREMENT</b>	<b>761,549</b>	<b>644,075</b>	<b>1,071,023</b>	<b>776,490</b>	<b>897,470</b>	<b>817,291</b>
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FUNCTION	RECREATION & COMMUNITY SERVICES
PROGRAM	RECREATION
ACTIVITY	Capital Expenditure

DEPARTMENT	PARKS AND RECREATION
ACCOUNT NO.	28191

CITY OF CHATHAM
CURRENT BUDGET

# STATEMENT OF PURPOSE

To submit figures for expenditures not generally included in the regular budget.

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Fire Alarm Systems - supply and install a fire alarm system c/w battery back up in the Kinsmen Auditorium to meet minimum code requirements \$ 5,267.00 \$ 5,267.00

### Rotary-Grand-Stand

\*--if-the-grand-stand-can-be-repaired-the-material  
 --cost-for-reinforcing-the-concrete-piers-at-the-base  
 --of-the-beams-and-joist-for-seat-decks-and-paint \$ 7,000.00 \$ 0.00  
 this above does not include a labour charge for the  
 ----installation-of-these-materials---estimated-cost-for  
 ----labour 3,500.00 0.00  
 \$ 10,500.00 \$ 0.00

### Kiwanis Stadium

Repair bleachers \$ 4,550.00 \$ 4,550.00  
 Post-Erectup-vicinity-of-Pondorosa \$ 7,000.00 \$ 0.00  
 Steps B'Nai Brith \$ 5,500.00 \$ 5,500.00  
 Sodding Thames Campus and Kiwanis Stadium \$ 0.00 \$ 13,807.00

TOTAL

\$ 32,817.00 \$ 29,124.00

(1)--if-the-engineers-report-indicates-that-an-additional-amount-will-be-required-to-bring-the facility-up-to-standard-under-the-code;-it-may-be-more-prudent-to-remove-the-existing-stand-and replace-it-with-a-backstop;-a-250-seat-steel-and-wood-bleacher-and-2---40-seat-wooden-bleachers at-a-total-cost-of-\$12,500.00;

(2)--A-Winterio-Capital-Grant-has-been-applied-for-to-assist-in-repairs-to-Rotary-Grand-Stand;

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b>	RECREATION AND COMMUNITY SERVICES	<b>DEPARTMENT</b>	PARKS AND RECREATION	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	RECREATION	<b>ACCOUNT NO.</b>	28191	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	CAPITAL EXPENDITURES			

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
28191 CAPITAL EXPENDITURES	76,673	31,741	14,743	14,743	32,817	29,124
In 1983, the amount of \$14,743.00 was encumbered against account number 28191.						
SUB	76,673	31,741	14,743	14,743	32,817	29,124
<b>TOTAL</b>	1,214,577	1,227,247	1,282,021	1,302,382	1,441,427	1,357,555

REVENUE							
4337	CAPITAL GRANTS	(103,114)	(2,313)		(7,371)		
	WINTARIO CAPITAL GRANT					(2,625)	(2,625)
						(12,500)	(12,500)

<b>NET REQUIREMENT</b>	735,108	673,503	1,080,482	783,862	915,162	831,290
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FUNCTION CULTURE AND  
RECREATION  
PROGRAM CHATHAM  
HORTICULTURAL SOCIETY  
ACTIVITY CITY  
BEAUTIFICATION

DEPARTMENT HORTICULTURAL  
SOCIETY  
ACCOUNT NO.  
OVERVIEW 28201-28299

CITY OF CHATHAM  
CURRENT BUDGET

#### STATEMENT OF PURPOSE

The purpose of the Horticultural Society is to produce plants and flowers of various kinds; to maintain all flower beds, traffic islands, King St., B'Nai Brith Park, McKenzie Ross Park, Civic Centre, Jaycee Gardens as in the past; to maintain the beauty of City properties; approximately 400,000 square feet of grass mowed each year. The five greenhouses produce approximately 55,000 plants.

#### DETAILED WORK PROGRAMS

##### Civic Centre

Flower Beds - Assorted Sizes	15
Boxes - 4' x 4' x 40"	8
Boxes - 3' x 3' x 30"	20
Boxes - 30" x 30" x 20"	20
Boxes - 2' x 2' x 10'	20
Boxes - 2' x 2' x 6'	45
Indoor Plants	40
Maintain Irrigation System	

##### Jaycee Gardens

Flower Beds on flat	12
Flower Beds on Bank	15
Maintain Water Fountain	
Maintain Irrigation System	

##### Flower Beds Around the City

Riverview, Grand, Lark	75
-Boxes 6' x 5' x 3'	23
Tecumseh Park	
-Round concrete planter tubes	12
Cenotaph - large	1
- urns	2
Thames Theatre - urns	4
Medians - Planter boxes - round	30
Medians - Planter boxes - square	96
Medians - Planter boxes - oblong	16
King St. - Large Boxes	18
Picnic Tables in Park	7
Garbage Cans in Park	12

##### Parks - Maintenance

- Grass cutting - 140,420 sq. ft.
- Crab Grass Control - pruning and trimming
- herbicides - trees, shrubs

##### Greenhouse

Maintenance	5
Plants grown in 1982	55,000
Plants grown in 1983	55,000

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



**FUNCTION** CULTURE AND RECREATION  
**PROGRAM** CHATHAM HORTICULTURAL  
 SOCIETY  
**ACTIVITY** OVERVIEW

**DEPARTMENT** HORTICULTURAL  
 SOCIETY  
**ACCOUNT NO.** 28201-28299

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
28201	WAGES	93,213	74,508	83,596	81,398	116,983	116,983
28205	PENSIONS	4,833	3,263	3,921	3,641	5,545	5,545
28206	MEDICALS	1,318	1,855	2,484	2,404	2,525	2,525
28207	UNEMPLOYMENT INSURANCE	2,063	1,383	2,417	2,422	3,500	3,500
28208	WORKMEN'S COMPENSATION	1,582	1,620	1,630	1,297	1,710	1,710
28210	CAR ALLOWANCE	1,388	1,488	2,100	2,100	2,100	2,100
28211	TRAVEL, DUES, PUBLICATIONS	203	582	681	646	768	768
28214	TELEPHONE AND ALARM	895	897	1,136	1,090	1,153	1,153
28216	OFFICE EXPENSE AND AUDIT	2,126	1,358	479	1,550	1,575	1,575
28222	HYDRO, WATER	1,765	1,764	2,227	2,525	2,410	2,410
28225	INSURANCE	1,587	1,474	1,644	1,740	1,843	1,843
28236	GREENHOUSE SUPPLIES	2,146	5,056	2,623	3,215	3,525	3,525
28237	GREENHOUSE MAINTENANCE	3,536	3,172	3,956	2,389	1,875	1,875
28238	GREENHOUSE HEATING	9,645	4,008	5,520	5,450	5,805	5,805
28239	TRUCK EXPENSE	5,699	3,433	5,425	3,986	6,225	6,225
28240	FLOWER BEDS-PARKS	2,590	5,197	4,971	5,090	8,426	2,825
28247	TOOLS AND EQUIPMENT	1,402	1,225	1,085	1,200	1,350	1,350
28280-1	GARDEN CLUB EXPENSES		300	208	300	250	250
28280-2	CIVIC CENTRE	1,581	104	471	300	370	370
28280-3	KING STREET	323	70			300	300
28280-5	MISCELLANEOUS	823	570	1,000	200	100	100
28291	CAPITAL		10,494			14,075	1,000
<b>TOTAL</b>		138,718	123,821	127,574	122,943	182,415	163,739

REVENUE							
28299	REVENUE	(6,751)	(6,544)	(6,171)	(6,000)	(6,150)	(6,150)
	SURPLUS/(DEFICIT) JAN. 1	475					
	SURPLUS/(DEFICIT) DEC. 31	6,238					
<b>TOTAL</b>		(38)	(6,544)	(6,171)	(6,000)	(6,150)	(6,150)

<b>NET REQUIREMENT</b>		138,680	117,277	121,403	116,943	176,265	157,589
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FUNCTION	CULTURE AND RECREATION	DEPARTMENT	HORTICULTURAL SOCIETY	CITY OF CHATHAM
PROGRAM	CHATHAM HORTICULTURAL SOCIETY	ACCOUNT NO.	28201-28208	CURRENT BUDGET
ACTIVITY	CITY BEAUTIFICATION			

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Wages  
The 1983 Society Budget was reduced by \$37,777.00 by Council. This resulted in our yearly man-hours being reduced by 4,000 from 12,600 to 8,600.

Man hours by years:  
1979 - 12,644½  
1980 - 12,588½  
1981 - 10,902½ Excessive rainfall; 12,670 normal  
1982 - 8,600 plus 3,477 free hours - 12,177  
1983 - 9,095 plus 9,456 from various projects.

Our 1984 budget for wages has been calculated, using a total man-hour figure of 14,000 hrs. with a 5% increase in salaries and wages.

<u>Man Power</u>	<u>Man Hours</u>	<u>Rate</u>	<u>Wages</u>	
Horticulturalist			\$25,357.00	1 man - King St.
Secretary-Treasurer			1,840.00	1 man - Civic Centre
Foreman	2080	10.00	20,813.00	3 men - Jaycee Gardens,
Lead Hand (1)	2080	6.36	13,229.00	Tecumseh Park,
Lead Hand (3)	3800	5.84	22,192.00	William St.
Labourers (6)	6040	5.20	31,408.00	4 men - Islands,
Vacation Pay			2,144.00	Grass cutting
TOTAL	14,000		\$116,983.00	9
Pensions	#28205		\$ 5,545.00	
Medicals	#28206		\$ 2,525.00	
Unemployment Insurance	#28207		\$ 3,500.00	
Workmen's Compensation	#28208		\$ 1,710.00	

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b>	CULTURE AND RECREATION	<b>DEPARTMENT</b>	HORTICULTURAL SOCIETY	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	CHATHAM HORTICULTURAL SOCIETY	<b>ACCOUNT NO.</b>	28201-28208	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	CITY BEAUTIFICATION			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
28201	WAGES	93,213	74,508	83,596	81,398	116,983	116,983
28205	PENSIONS	4,833	3,263	3,921	3,641	5,545	5,545
28206	MEDICALS	1,318	1,855	2,484	2,404	2,525	2,525
28207	UNEMPLOYMENT INSURANCE	2,063	1,383	2,417	2,422	3,500	3,500
28208	WORKMEN'S COMPENSATION	1,582	1,620	1,630	1,297	1,710	1,710
SUB		103,009	82,629	94,048	91,162	130,263	130,263
TOTAL		103,009	82,629	94,048	91,162	130,263	130,263

REVENUE							
		1981	1982	1983	1984	1983	1984
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0

<b>NET REQUIREMENT</b>	103,009	82,629	94,048	91,162	130,263	130,263
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FUNCTION CULTURE AND  
RECREATION  
PROGRAM CHATHAM  
HORTICULTURAL SOCIETY  
ACTIVITY CITY  
BEAUTIFICATION

DEPARTMENT  
HORTICULTURAL  
SOCIETY  
ACCOUNT NO. 28210-28236

CITY OF CHATHAM  
CURRENT BUDGET

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### 28210 Car Allowance

B. Pachkowski \$ 1,800.00

W.J. Brown 300.00

Total \$ 2,100.00

##### 28211 Travel, Publication, Dues

Dues \$ 150.00

Travel: Guelph School 203.00

Guelph Seminar 250.00

##### Publications:

Int. Soc. of Arboriculture 60.00

Flower Talks 12.00

Florist - Canadian 18.00

Grower Talks 20.00

Food for Thought-Harrowsmith 15.00

Ont. Parks Association 40.00

Total \$ 768.00

##### 28214 Telephone and Alarm

Telephone \$ 510.00

Long Distance 200.00

Beeper 245.00

Alarm 200.00

Total \$ 1,155.00

##### 28216 Office Expense

Home - Office \$ 100.00

Postage 100.00

Printing 100.00

Books 50.00

Supplies - Office 100.00

Paper Products 75.00

Audit 1,050.00

Total \$ 1,575.00

##### 28222 Hydro

Greenhouse \$ 760.00

Meter House 150.00

Jaycee Gardens 360.00

Total \$ 1,270.00

##### 28222 Water

Greenhouse \$ 265.00

Jaycee Gardens 425.00

Not on meter 450.00

Total \$ 1,140.00

##### 28225 Insurance

Buildings \$ 630.00

Trucks No. 1 399.00

No. 2 379.00

No. 3 379.00

Business Ins. Pachkowski 56.00

Total \$ 1,843.00

##### 28236 Greenhouse Supplies

Seeds \$ 400.00

Pots - Flats, etc 1,200.00

Pete Moss 100.00

Bedding Mix 1,200.00

Fertilizer 250.00

Black Plastic-Summer shade -----

Baskets 50.00

Garbage Bags 75.00

Paper Towels 50.00

Mums 150.00

Misc. 50.00

Total \$ 3,525.00

#### STAFF COMPLEMENT

1981

1982

1983

1984

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS



<b>FUNCTION</b>	CULTURE AND RECREATION
<b>PROGRAM</b>	CHATHAM HORTICULTURAL SOCIETY
<b>ACTIVITY</b>	CITY BEAUTIFICATION

<b>DEPARTMENT</b>	HORTICULTURAL SOCIETY
<b>ACCOUNT NO.</b>	28210-28236

<b>CITY OF CHATHAM</b>
<b>CURRENT BUDGET</b>

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
28210	CAR ALLOWANCE	1,388	1,488	2,100	2,100	2,100	2,100
28211	TRAVEL, DUES, PUBLICATIONS	203	582	681	646	768	768
28214	TELEPHONE AND ALARM	895	897	1,136	1,090	1,155	1,155
28216	OFFICE EXPENSE AND AUDIT	2,126	1,358	479	1,550	1,575	1,575
28222	HYDRO, WATER	1,765	1,764	2,227	2,525	2,410	2,410
28225	INSURANCE	1,587	1,474	1,644	1,740	1,843	1,843
28236	GREENHOUSE SUPPLIES	2,146	5,056	2,623	3,215	3,525	3,525
SUB		10,110	12,619	10,890	12,866	13,376	13,376
TOTAL		113,119	95,248	104,938	104,028	143,639	143,639

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0

<b>NET REQUIREMENT</b>	113,119	95,248	104,938	104,028	143,639	143,639
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FUNCTION CULTURE AND RECREATION  
 PROGRAM CHATHAM HORTICULTURAL SOCIETY  
 ACTIVITY CITY BEAUTIFICATION

DEPARTMENT HORTICULTURAL SOCIETY  
 ACCOUNT NO. 28237-28280-5

CITY OF CHATHAM  
 CURRENT BUDGET

# HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

## 28237 Greenhouse Maintenance

Gas Account - Shop & Office	\$ 400.00
Paint	100.00
Tubing	200.00
Piping	100.00
Lumber	250.00
Shop Coats	25.00
Generator	100.00
Heaters	100.00
Glass	100.00
Hydrant	100.00
Thermostat #5 House	200.00
Misc.	200.00

Total \$ 1,875.00

## 28238 Heating

Gas Account	\$ 5,650.00
Hot Water Heater	40.00
Service Calls	115.00

Total \$ 5,805.00

## 28239 Trucks

No. 1 Truck Repairs	\$ 500.00
No. 2 Truck Repairs	500.00
No. 3 Truck Repairs	500.00
1984 Licenses (3)	400.00
Gasoline	2,000.00
Truck Rental	1,700.00
Oil	75.00
Paint #3 Truck-City Colour	500.00
Misc.	50.00

Total \$ 6,225.00

## 28240 Flower Beds & Parks

Manure	\$ 500.00
Soil - King St.	200.00
Grass Seed	25.00
Garbage - B.F.I.	550.00
Garbage @ Greenhouse	500.00
Perlite & Pete Moss	100.00
Crab Grass Killer	300.00
Round Up	136.00
Treflan	175.00
Dormant Oil	50.00
Fertilizer	300.00
Flowers & Shrubs	50.00
Electrical - J/c Gardens	700.00

## 28240 Flower Beds & Parks Cont'd

Cement & Gravel	60.00
Lumber	50.00
Paint	50.00
Hose & Reels	330.00
Snow Removal	150.00
Grass Cutting - Arc Industries	4,000.00
Misc.	200.00

Total \$ 8,426.00 \$2,825.00

## 28247 Tools & Equipment

Hand Mower Repairs	\$ 500.00
Power Mower Repairs	200.00
Hand Tools	200.00
Oil	100.00
Sprayers - Trimmers	50.00
Edgers - Repair	50.00
Work Boots	50.00
Scale-Measuring Chemicals	150.00
Misc.	50.00

Total \$ 1,350.00

## 28280 - 1 Miscellaneous

Garden Club	\$ 250.00
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## 28280 - 2 Miscellaneous

Civic Centre:	
Irrigation System	\$ 300.00
Hanging Baskets	70.00

Total \$ 370.00

## 28280 - 3 - Miscellaneous

King Street	\$ 300.00
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## 28280 - 5 - Miscellaneous

Misc.	\$ 100.00
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# STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984



<b>FUNCTION</b>	CULTURE AND RECREATION	<b>DEPARTMENT</b>	HORTICULTURAL SOCIETY	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	CHATHAM HORTICULTURAL SOCIETY	<b>ACCOUNT NO.</b>	28237-28280-5	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	CITY BEAUTIFICATION			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
28237	GREENHOUSE MAINTENANCE	3,536	3,172	3,956	2,389	1,875	1,875
28238	GREENHOUSE HEATING	9,645	4,008	5,520	5,450	5,805	5,805
28239	TRUCK EXPENSE	5,699	3,433	5,425	3,986	6,225	6,225
28240	FLOWER BEDS-PARKS	2,590	5,197	4,971	5,090	8,426	2,825
28247	TOOLS AND EQUIPMENT	1,402	1,225	1,085	1,200	1,350	1,350
28280-1	GARDEN CLUB EXPENSES		300	208	300	250	250
28280-2	CIVIC CENTRE	1,581	104	471	300	370	370
SUB		24,453	17,439	21,636	18,715	24,301	18,700
TOTAL		137,572	112,687	126,574	122,743	167,940	162,339

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0

<b>NET REQUIREMENT</b>	137,572	112,687	126,574	122,743	167,940	162,339
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FUNCTION CULTURE AND RECREATION  
PROGRAM CHATHAM HORTICULTURAL SOCIETY  
ACTIVITY CITY BEAUTIFICATION

DEPARTMENT HORTICULTURAL SOCIETY  
ACCOUNT NO. 28291-28299

CITY OF CHATHAM  
CURRENT BUDGET

# HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

28291 Capital Items  
3 New H.D. Lawn Mowers \$ 1,500.00 \$ 1,000.00  
1 Hand-Rope Trimmer ----- 575.00 \$ 0.00  
1 Replacement Truck ----- 12,000.00 \$ 0.00

Total \$ 14,075.00 \$ 1,000.00

## 28299 Revenue

Memberships \$ 250.00  
Ontario Government Grant 1,500.00  
Sales, Supplies & Services 400.00  
Misc. Receipts 4,000.00

Total \$ 6,150.00

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



FUNCTION	CULTURE AND RECREATION
PROGRAM	CHATHAM HORTICULTURAL SOCIETY
ACTIVITY	CITY BEAUTIFICATION

DEPARTMENT	HORTICULTURAL SOCIETY
ACCOUNT NO.	28291-28299

CITY OF CHATHAM  
CURRENT BUDGET

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
28280-3	KING STREET	323	70			300	300
28280-5	MISCELLANEOUS	823	570	1,000	200	100	100
28291	CAPITAL		10,494			14,075	1,000
SUB		1,146	11,134	1,000	200	14,475	1,400
TOTAL		138,718	123,821	127,574	122,943	182,415	163,739

REVENUE							
28299	REVENUE	(6,751)	(6,544)	(6,171)	(6,000)	(6,150)	(6,150)
	SURPLUS/(DEFICIT) JAN.1	475					
	SURPLUS/(DEFICIT) DEC. 31	6,238					
SUB		(38)	(6,544)	(6,171)	(6,000)	(6,150)	(6,150)
TOTAL		(38)	(6,544)	(6,171)	(6,000)	(6,150)	(6,150)

NET REQUIREMENT	138,680	117,277	121,403	116,943	176,265	157,589
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<b>FUNCTION</b>	RECREATION AND COMMUNITY SERVICES	<b>DEPARTMENT</b>		<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>		<b>ACCOUNT NO.</b>	28372	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	RECREATIONAL GRANTS			

# HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

## Y.M.C.A.

28372

The Y.M.C.A. has requested \$26,000.00 as a grant from the City of Chatham to support the overall operations of the Y.M.C.A. This request is approximately equal to the amount of the property taxes the Y.M.C.A. will have to pay in 1984. The Directors' of the Y.M.C.A. have established a policy that their annual grant request will be equal to the amount of tax they will have to pay in that particular year. If the total mill rate increases by 5% in 1984 and the assessment does not vary, the 1984 taxes on the Y.M.C.A. should amount to \$25,954.00. This is consistent with their theory and their 1984 request. In addition this organization has requested \$9,000.00 for capital in 1984.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b>	RECREATION AND COMMUNITY SERVICES	<b>DEPARTMENT</b>		<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	CURRENT BUDGET	<b>ACCOUNT NO.</b>	28372	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	RECREATIONAL GRANTS			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
28372	Y.M.C.A. OPERATIONAL	20,000	20,000	21,000	21,000	26,000	26,000
28372	Y.M.C.A. CAPITAL			14,000	14,000	9,000	4,000
SUB		20,000	20,000	35,000	35,000	35,000	30,000
TOTAL		20,000	20,000	35,000	35,000	35,000	30,000

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0

<b>NET REQUIREMENT</b>	20,000	20,000	35,000	35,000	35,000	30,000
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FUNCTION	CULTURE AND RECREATION	DEPARTMENT	LIBRARY	CITY OF CHATHAM
PROGRAM	CHATHAM PUBLIC LIBRARY	ACCOUNT NO.	28472	CURRENT BUDGET
ACTIVITY				

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

In presenting the 1984 budget, the Chatham Public Library Board is providing Council with estimates which reflect the library's requirements to operate at full service levels and including all new furniture and equipment requested by the various department heads.

#### LIBRARY SERVICE

Salaries and Benefits \$ 612,485.00 \$ 593,030.00

This estimate reflects staff costs necessary to deliver full library service excluding the Bookmobile driver and maintenance man's salaries. Please note that Thursday evening service would be restored.

The salary estimate provides for an anticipated 5% across-the-board percentage increase for all full and part-time staff, as indicated by the new wage restraint legislation. The remaining 2.9% increase over 1983 expenditures can be explained by the following factors:

- 1) In 1983 \$12,432.00 was saved in full and part-time salaries through a C.O.E.D. Grant
- 2) The Thursday night closing which took effect January 1, 1983 saved 12 staff hours per week
- 3) A full service budget requires more staff hours than a reduced service one

The increase in benefits reflects estimated increases in Blue Cross, Green Shield and O.H.I.P. Payments in 1984.

Materials (Books, Magazines, Talking Books, Records, Cassettes, Etc.)

\$ 125,000.00 \$ 96,685.00

Materials costs have increased approximately 10-15% per year for the past three years and we anticipate a similar increase in 1984. This portion of the budget last received an increase to \$100,000.00 in 1980 and has either remained the same or declined since then. As has been stated in the past, the funding at the 1982 level proved to be woefully inadequate, especially in the area of reference materials. The situation in 1983 was partially redressed through a \$7,500.00 reference materials grant received from the Kent County Library System and a one-time \$6,000.00 BILD grant, \$5,000.00 of which was spent on reference materials. It should be noted that materials can only be reduced so far, beyond which the effectiveness of the library collection is impaired as ours has been in the past few years of fiscal restraint. This end is not desirable as a current, up-to-date collection is one of a library's major objectives and services. Materials are as essential to provision of library service as gravel and tar are to road construction.

#### GENERAL OPERATING EXPENSES IN SUPPORT OF LIBRARY SERVICE

Utilities \$ 35,000.00

Budget reflects anticipated 1984 rate increases.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b>	CULTURE AND RECREATION	<b>DEPARTMENT</b>	LIBRARY	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	CHATHAM PUBLIC LIBRARY	<b>ACCOUNT NO.</b>	28472	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>				

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
28472	FULL TIME STAFF	360,852	411,250	434,440	441,280	456,070	456,070
28472	PART-TIME STAFF	63,913	47,200	45,697	47,610	74,345	58,559
28472	PAGES	21,836	20,000	16,998	21,239	22,070	20,089
28472	BENEFITS	50,300	58,358	58,903	57,260	60,000	58,312
28472	MATERIALS	100,223	89,000	92,225	89,282	125,000	98,685
28472	UTILITIES & TELEPHONE	26,593	30,500	30,912	34,325	35,000	35,000
SUB		623,717	656,308	679,175	690,996	772,485	726,715
<b>TOTAL</b>		<b>623,717</b>	<b>656,308</b>	<b>679,175</b>	<b>690,996</b>	<b>772,485</b>	<b>726,715</b>

REVENUE							
SUB		0	0	0	0	0	0
<b>TOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>NET REQUIREMENT</b>	623,717	656,308	679,175	690,996	772,485	726,715
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FUNCTION	CULTURE AND RECREATION	DEPARTMENT	LIBRARY	CITY OF CHATHAM
PROGRAM	CHATHAM PUBLIC LIBRARY	ACCOUNT NO.	28472	CURRENT BUDGET
ACTIVITY				

# HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

## GENERAL OPERATING EXPENSES Cont'd

Repairs and Supplies and Casual Labour \$ 19,500.00 \$ 15,260.00

This section includes the maintenance man's salary at \$8,800.00, \$5,000.00 for general repairs and supplies, \$2,700.00 for waterproofing the third floor exterior bricks to prevent water leakage and \$3,000.00 to repair office furniture. The remainder covers miscellaneous repairs. It is estimated that repairs to the air conditioning system will cost approximately \$10,000.00 in 1984. This amount has been requested as part of our 1984 capital budget.

Janitorial Contract \$ 14,788.00

Reflects the anticipated increase in 1984 due to the increase in the minimum wage.

New Equipment and Contracts \$ 18,177.00 \$ 10,114.00

This item provides for a 5% inflationary increase in our current equipment contracts. Equipment requests submitted by various departments and ranging from first to third priority total \$12,402.35.

The following have been identified as high priority items, totalling \$4,739.00.

Audio-Visual Department:

1 Kodak audio viewer projector

Children's Department:

1 posture chair

Circulation Department:

1 shelving unit for hard cover books

1 paperback shelving unit

Cataloguing Department:

1 5-drawer card catalogue unit

Reference Department:

1 30-drawer card catalogue unit

Administration:

Directional signs

Auditor's Fee and Insurance \$ 5,200.00

Reflects anticipated costs.

Library and Office Supplies \$ 31,000.00 \$ 29,500.00

This category includes the usual office supplies and cataloguing accessories necessary to support library functions. Estimates are based on anticipated needs and price increases.

Bookmobile \$ 29,000.00

This budget reflects:

- 5% increase in driver's salary and benefits
- salary for 12 weeks for replacement driver to cover illness and holidays (prolonged illness of the bookmobile driver in 1983 resulted in the hiring of a second driver which, in turn, dramatically increased the budget; the 1984 estimate signals a return to a more normal situation.)
- vehicle maintenance costs

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



**FUNCTION** CULTURE AND RECREATION  
**PROGRAM** CHATHAM PUBLIC LIBRARY  
**ACTIVITY**

**DEPARTMENT** LIBRARY  
**ACCOUNT NO.** 28472

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
28472 REPAIRS & SUPPLIES	13,572	16,500	20,969	19,850	19,500	15,260
28472 JANITORIAL SERVICE	13,180	13,512	13,512	13,512	14,788	14,788
28472 NEW EQUIPMENT & CONTRACTS	8,724	7,984	12,272	10,730	18,177	10,014
28472 AUDITOR'S FEES	2,400	2,500	3,050	2,500	2,700	2,700
28472 INSURANCE	2,121	2,331	2,425	2,500	2,500	2,500
28472 OFFICE SUPPLIES	26,094	26,500	29,146	29,500	31,000	29,500
28472 BOOKMOBILE	25,436	22,000	37,142	27,500	29,000	29,000
SIIR	91,527	91,327	118,516	106,092	117,665	103,762
<b>TOTAL</b>	<b>715,244</b>	<b>747,635</b>	<b>797,691</b>	<b>797,088</b>	<b>890,150</b>	<b>830,477</b>

REVENUE					
1981	1982	1983	1984	1985	1986
SIIR	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>NET REQUIREMENT</b>	<b>715,244</b>	<b>747,635</b>	<b>797,691</b>	<b>797,088</b>	<b>890,150</b>	<b>830,477</b>
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FUNCTION	CULTURE AND RECREATION	DEPARTMENT	LIBRARY	CITY OF CHATHAM CURRENT BUDGET
PROGRAM	CHATHAM PUBLIC LIBRARY	ACCOUNT NO.	28472	
ACTIVITY				

### HIGHLIGHTS AND JUSTIFICATIONS OF BUDGET PROPOSALS

#### GENERAL OPERATING EXPENSES Cont'd

##### Membership Fees, Conferences, Etc.

\$ 6,550.00

The major portion of this category's increase can be attributed to the \$2,750.00 tuition fee which has been budgeted for the University of Western Ontario's Program in Public Administration course. The remainder is substantially the same as 1983.

##### P.R., Hospitality, Displays

\$ 850.00

Approximately the same as 1982 and 1983.

##### Postage

\$ 4,700.00

\$ 4,400.00

The increase reflects the fact that we were recently notified by Canada Post that our overdue notices must carry 37¢ per item as they are a "non conforming" size.

##### Sundries, Miscellaneous Expenses

\$ 8,000.00

\$ 5,500.00

This category includes an estimated expenditure of \$6,000.00 in 1984. An additional \$2,000.00 has been budgeted for consultant's fees in anticipation of revisions to our present salary scale resulting from departmental reorganization late in the year.

Capital expenditures for 1984 have been estimated on a separate 5-year capital budget plan.

#### NOTES ON REVENUE FIGURES

##### Provincial Grant

Remains the same as there were no increases in the per capita grant to municipal libraries in 1983. In fact, Chatham Public Library received approximately \$518.00 less in 1983 due to a reduced population base.

##### Regional Grant

Remains the same as that received in 1983 because the Ministry of Citizenship and Culture is involved in a restructuring of regional library systems. It appears that regional grants have been frozen until this process is completed.

##### Desk and Other Receipts

This information is based on our best estimates of receipts in 1984.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION CULTURE AND RECREATION  
PROGRAM CHATHAM PUBLIC LIBRARY  
ACTIVITY

DEPARTMENT LIBRARY  
ACCOUNT NO. 28472

CITY OF CHATHAM  
CURRENT BUDGET

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

As part of its budget presentation, the Chatham Public Library Board has requested capital expenditures in the amount of \$172,790.00 in 1984. In order to reduce its debenture load, the City of Chatham has had a policy whereby any item under a certain amount will be paid for out of revenue. In 1984, this amount will be \$190,000.00

Accordingly the capital request is being budgeted for out of revenue. It is as follows:

renovations to second floor storage area and Audio-Visual/Cataloguing Department. At the moment this figure is an estimate at best. A more accurate figure should be available once an architect has been retained to draw up working drawing.	\$137,940.00
-consultants' fees (\$15,000.00 automation study, \$6,000.00 Mercer Co. re benefits study)	21,000.00
-repairs to air conditioning system	10,000.00
- upgrading of fire alarm system	3,800.00
<b>Total</b>	<b>\$172,790.00</b>

#### STAFF COMPLEMENT

	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION	RECREATION AND COMMUNITY SERVICES	DEPARTMENT	CITY OF CHATHAM CURRENT BUDGET
PROGRAM	CHATHAM KENT MUSEUM	ACCOUNT NO.	
ACTIVITY		28501-28516	

STATEMENT OF PURPOSE

The purpose of the Chatham Kent Museum is two fold. To preserve relics of the past which illustrate local history and to present to the public, whether local or tourist, interesting collections and exhibits which will broaden their horizons. It is particularly hoped that, in co-operation with educational institutions, the Museum will be useful in educating the younger generation, especially in relation to the important topic of local history.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

<u>Salaries</u>	28501
This covers curator, secretary, research person, and part time employees. An increase of 5% has been provided for. The amount requisitioned for 1984 is \$26,300.00.	
<u>Pensions</u>	28505
The amount requested for 1984 is \$200.00.	
<u>Unemployment Insurance</u>	28507
The amount requested for 1984 is \$275.00.	
<u>Workmen's Compensation</u>	28508
The amount requested for 1984 is \$525.00	
<u>Car Allowance</u>	28510
This is paid to the curator. Her car is used for Museum purposes, such as picking up small artifacts, calling on donors of artifacts, setting up displays in different areas, delivering museum pamphlets and appearing at speaking engagements.	
The car allowance has been sufficient up to the present time. The budget requisition for 1984 is \$525.00, the same as last year's Council approval.	
<u>Legal and Special</u>	28512
The budget requisition for 1984 is \$100.00.	
<u>Telephone</u>	28514
There are three phones in the museum, one on each floor. Very few long distance calls are made. The amount requested for 1984 is \$550.00.	
<u>Postage</u>	28515
Most postage costs are taken out of petty cash. The amount requested for 1984 is \$175.00.	
<u>Office Supplies</u>	28516
This account covers general office supplies, typewriter servicing, copier machine servicing, printing of pamphlets and stationery. The amount requested for 1984 is \$750.00.	

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







<b>FUNCTION</b>	RECREATION AND COMMUNITY SERVICES	<b>DEPARTMENT</b>	CITY OF CHATHAM
<b>PROGRAM</b>	CHATHAM KENT MUSEUM	<b>ACCOUNT NO.</b>	CURRENT BUDGET
<b>ACTIVITY</b>		28522-28599	

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Heat, Light, and Water 28522  
Based on projected 1984 utility rate increases, the amount requested for 1984 is \$4,700.00

Insurance 28525  
The amount requested for 1984 is \$300.00.

Building Maintenance 28538  
The amount requested for 1984 is \$2,500.00.

Equipment Maintenance 28539  
This is for general maintenance in order to keep the articles in good repair. The boiler maintenance is to keep the boiler in operation. Plumbing maintenance is also required periodically. The amount requested for 1984 is \$1,200.00.

Equipment New 28545  
The boiler is presently in a precarious position due to its age. Should it need to be replaced in 1984 the Chatham Kent Museum Board would, of necessity, be required to submit a budget increase to cover this major emergency expense. The amount requested for 1984 is \$1,000.00.

Miscellaneous 28580  
The amount requested for 1984 is \$500.00

Recoverable Charges 28599  
Recoveries in 1984 are expected to amount to \$300.00.

#### DETAILED WORK PROGRAMS

The staff is comprised of the Curator, two assistants, five part time students and one part time janitorial workers. The Museum is open on Tuesdays, Thursdays, and Saturdays, from 2:00 to 5:00 p.m. and the first and third Sundays from October 1st to April 30th. Then the Museum is open every Sunday from May until October 1st from 2:00 to 5:00 p.m. Tours are taken at the requests of the groups. The curator is responsible for the entire operation and is responsible for all actions and activities to the Museum Board. A detailed report on activities is given by the Curator at each board meeting. The Museum could be open every day, but due to the cost of operations, this has not been included in the 1984 budget requisition.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







<b>FUNCTION</b>	RECREATION AND COMMUNITY SERVICES	<b>DEPARTMENT</b>		<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>		<b>ACCOUNT NO.</b>	28601	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	CULTURAL GRANTS			

### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

#### Chatham Kiltie Concert Band

28601

The Chatham Kiltie Concert Band has requested funds from the City of Chatham to cover its 1984 operating expenses, to enable it to continue to provide free entertainment and musical instruction to City residents, to participate in parades, to perform in local schools and churches, and to participate in other city functions. The amount requested in 1984 is \$17,800.00. This request represents a 15% increase over that approved in 1983.

#### The Salvation Army Chatham Citadel Band

No request from this organization has been received. The amount budgeted for in 1984 is based on the amount paid in 1983. As such we have included \$300.00 for this account.

#### I.A.C.A.C.

Heritage Canada Memberships - 8 members	\$	125.00	
Convention Fees - I.A.C.A.C. Convention		400.00	
Heritage Canada		500.00	
Technical Work Shops		600.00	
Public Meeting	\$	100.00	
Plaques for designated properties		400.00	
Promotion of Heritage through publicity, etc.		200.00	
<b>Total</b>			<b>\$ 2,325.00    \$ 1,000.00</b>

#### Chatham String Orchestra

The Chatham String Orchestra has requested a grant of \$1,200.00 to help offset their cost of operating their band. The funds would be used to help meet their objectives for the current year.

#### Theatre Kent

28601

Theatre Kent is Chatham and District's only amateur Community Theatre organization. Their members are all from Chatham and Kent County. Theatre Kent's mandate has been (and continues to be) to provide live theatre for the community involving County residents in all capacities of community theatre. The amount requested is \$1,000.00.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







<b>FUNCTION</b>	CULTURAL AND RECREATION	<b>DEPARTMENT</b>	PARKS AND RECREATION	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	CHATHAM CULTURAL CENTRE OPERATIONS	<b>ACCOUNT NO.</b>	28701-28799	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	OVERVIEW			

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
28701	SALARIES	65,450	82,557	89,173	133,190	130,937	100,000
28705	PENSIONS	3,692	4,722	5,519	6,000	8,260	6,678
28706	MEDICALS	3,419	4,869	5,736	5,500	8,327	6,733
28707	U.I.C.	1,195	1,421	2,427	3,850	4,319	3,492
28708	WORKMEN'S COMPENSATION	50	845	1,582	1,300	2,592	2,095
28710	CAR ALLOWANCE	712	1,116	1,148	2,750	2,600	2,000
28711	TRAVEL AND TRAINING	129	956	1,545	1,600	1,800	1,250
28712	LEGAL & SPECIAL	0	0	0	0	1,000	500
28716	OFFICE SUPPLIES	715	1,065	1,571	1,000	1,500	1,500
28717	ADVERTISING & PRINTING	8,848	15,528	21,586	24,000	25,000	25,000
28722	HEAT, LIGHT, & WATER	22,321	16,542	22,435	28,116	24,980	24,980
28724	JANITORIAL SUPPLIES	786	363	646	800	900	900
28725	INSURANCE	594	9,336	4,405	10,270	5,014	5,014
28730	ASSOC. & MEMBERSHIPS	320	1,034	521	885	910	910
28732	EQUIPMENT RENTAL	2,017	2,667	1,418	2,900	1,750	1,750
28738	BUILDING MAINTENANCE	2,613	3,835	6,199	15,825	7,000	7,000
28739	EQUIPMENT MAINTENANCE	1,552	3,683	4,588	4,600	5,000	5,000
28740	GROUNDS MAINTENANCE	0	2,335	838	2,000	3,000	3,000
28745	GALLERY PROGRAMMES	10,721	10,530	0	20,500	16,000	16,000
28745	THEATRE PROGRAMMES	40,257	26,999	0	75,600	64,000	64,000
28746	NEW EQUIPMENT	3,648	556	2,113	9,546	7,700	1,350
28767	CONCESSION SUPPLIES	0	507	1,462	2,500	2,500	1,500
28788	GENERAL ADMINISTRATIVE	190	259	614	350	350	
28791	CAPITAL	0	73,318	0	(6,923)	140,000	127,000
<b>TOTAL</b>		169,229	265,043	175,527	346,159	465,438	407,652

REVENUE							
	NEED/COED GRANT	0	0	(38,884)	(32,987)	0	0
	EXPERIENCE '82 GRANT	0	(2,501)	(17,949)	(2,650)	(23,050)	(23,050)
	CCDP GRANT	0	0	(16,800)	(16,140)	0	0
28799	CULTURAL CENTRE REVENUES	(70,720)	(155,259)	(105,339)	(186,913)	(156,750)	(156,750)
<b>TOTAL</b>		(70,720)	(157,760)	(178,973)	(238,690)	(179,800)	(179,800)

<b>NET REQUIREMENT</b>	98,509	107,283	(3,446)	107,469	285,638	227,852
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FUNCTION	CULTURE AND RECREATION	DEPARTMENT	PARKS AND RECREATION	CITY OF CHATHAM
PROGRAM	CHATHAM CULTURAL CENTRE OPERATIONS	ACCOUNT NO.	28701-28708	CURRENT BUDGET
ACTIVITY				

#### STATEMENT OF PURPOSE

To maintain, operate and conduct a regional arts centre, to provide facilities for, present, produce, manage and contract programmes and performances in visual and performing arts.

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Salaries 28701

Funds are included in this account for the existing 4 full-time employees (Director, Programme/Publicity Officer, Maintenance, and Secretary) and part-time employees to cover security and technical needs of the facility. A grant under the Opportunities for Youth programme will be applied for in order to continue the efforts of running summer theatre in 1984, and applications will also be made through Experience '84 for employment of 2 students to assist in publicity and related areas. This grant would cover 75% of the costs. In addition, funds for a second full-time maintenance person are included, as the Centre is now functioning at a level where cleaning/maintenance and security is required for longer daily periods.

Pensions 28705

Medicals 28706

Unemployment Insurance 28707

Workmen's Compensation 28708

N.B. The figures have been adjusted to reflect increased costs for benefits, from percentage figures provided by Treasury.

#### DETAILED WORK PROGRAMS

- Operate Chatham Cultural Centre; maintain operation of the facilities
- Plan, develop, research, implement and schedule facilities and programmes
- Market, publicize and promote facilities and programmes
- Administer programmes, facilities and all registration monies either expended or generated
- Provide assistance and expertise to outside organizations and individuals as time, facilities and funding allow

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	4	4	4	5
UNSCHEDULED SALARIED POSITIONS	1	1	5	2
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS	5	5	9	7



**FUNCTION** CULTURE AND RECREATION  
**PROGRAM** CHATHAM CULTURAL  
 CENTRE OPERATIONS  
**ACTIVITY**

**DEPARTMENT** PARKS AND  
 RECREATION  
**ACCOUNT NO.** 28701-28708

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
28701	SALARIES	65,450	82,557	89,173	133,190	130,937	100,000
28705	PENSIONS	3,692	4,722	5,519	6,000	8,260	6,678
28706	MEDICALS	3,419	4,869	5,736	5,500	8,327	6,733
28707	UNEMPLOYMENT INSURANCE	1,195	1,421	2,427	3,850	4,319	3,492
28708	WORKMEN'S COMPENSATION	50	845	1,582	1,300	2,592	2,095
SUB		73,806	94,414	104,438	149,840	154,435	118,998
TOTAL		73,806	94,414	104,438	149,840	154,435	118,998

REVENUE							
NEED/COED GRANT				(38,884)	(32,987)		
EXPERIENCE 82 GRANT			(2,501)	(17,949)	(2,650)	(23,050)	(23,050)
4341 CCOP GRANT				(16,800)	(14,640)		
SUB		0	(2,501)	(73,633)	(50,277)	(23,050)	(23,050)
TOTAL		0	(2,501)	(73,633)	(50,277)	(23,050)	(23,050)

NET REQUIREMENT		73,806	91,913	30,805	99,563	131,385	95,948
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FUNCTION	CULTURE AND RECREATION	DEPARTMENT	PARKS AND RECREATION	CITY OF CHATHAM CURRENT BUDGET
PROGRAM	CHATHAM CULTURAL CENTRE OPERATIONS	ACCOUNT NO.	28710-28712	
ACTIVITY				

## STATEMENT OF PURPOSE

To maintain, operate and conduct a regional arts centre, to provide facilities for, present, produce, manage, market and contract programmes and performances in the visual and performing arts.

## HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

~~Car Allowance~~ 28710

Primarily 2 staff people utilize their vehicles in the course of day-to-day business for the Cultural Centre. However, with the possibility of 2 grant programmes, some additional costs may arise by way of miscellaneous travel around the city.

~~Travel & Training~~ 28711

As each year goes by, there is an increasing need to go out of the community to upgrade staff, develop stronger ties with peers, and maintain close ties with government officials and arts programmes.

Listed below are meetings and conferences which are planned for in 1984, in order of priority:

1. Contact 1984 - 1 staff for 4 days \$ 500.00  
Annual showcase of Touring Theatrical Programmes, which would be available during 1985/86, sponsored by the Ontario Arts Council.
2. General and Annual Meeting - Ontario Association of Art Galleries, including Management Seminar to be held in Toronto. \$ 450.00
3. Workshop - Community and Campus Impressarios - to preview the 1985/86 season touring attractions and arrange group bookings. \$ 300.00
4. Miscellaneous trips to research, review and organize programmes - staff upgrading \$ 550.00 \$ 0.00

~~Legal & Special~~ 28712

Work on two documents will be done by the City Solicitor. The theatre rental contract and gallery exhibition agreements both required revisions and updating.

## STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984



<b>FUNCTION</b>	CULTURE AND RECREATION	<b>DEPARTMENT</b>	PARKS AND RECREATION	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	CHATHAM CULTURAL CENTRE OPERATIONS	<b>ACCOUNT NO.</b>	28710-28712	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>				

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROX'N REQUESTED	APPROVED BY COUNCIL
28710	CAR ALLOWANCE	712	1,116	1,148	2,750	2,600	2,000
28711	TRAVEL AND TRAINING	129	956	1,545	1,600	1,800	1,250
28712	LEGAL & SPECIAL					1,000	500
	SUB	841	2,072	2,693	4,350	5,400	3,750
	<b>TOTAL</b>	<b>74,647</b>	<b>96,486</b>	<b>107,131</b>	<b>154,190</b>	<b>159,835</b>	<b>122,748</b>

REVENUE							
4341	CCDP GRANT				(1,500)		
	ADVERTISING REVENUE						
	SUB	0	0	0	(1,500)	0	0
	<b>TOTAL</b>	<b>0</b>	<b>(2,501)</b>	<b>(73,633)</b>	<b>(51,777)</b>	<b>(23,050)</b>	<b>(23,050)</b>

<b>NET REQUIREMENT</b>	<b>74,647</b>	<b>93,985</b>	<b>33,498</b>	<b>102,413</b>	<b>136,785</b>	<b>99,698</b>
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FUNCTION	CULTURE AND RECREATION	DEPARTMENT	PARKS AND RECREATION	CITY OF CHATHAM
PROGRAM	CHATHAM CULTURAL CENTRE OPERATIONS	ACCOUNT NO.	28716-28717	CURRENT BUDGET
ACTIVITY				

STATEMENT OF PURPOSE

To maintain, administer and market all programmes, facilities of the Cultural Centre.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALSOffice Supplies 28716

Funds required under this account are for miscellaneous needs in the day-to-day operations of the Centre, and Xerox copier (copy charges), as well as for special needs and requirements in the preparation and development of layouts for ads and flyers.

Advertising and Printing 28717

Effective publicity, public relations and advertising can make or break the programmes, facilities and goals of the Chatham Cultural Centre. If insufficient or ineffective advertising is done for the programmes planned in 1984, then there is little hope of generating revenues to offset the programme expenditures. This account covers cost of inclusion in the Chatham-Kent Events Book, which is printed quarterly and distributed to each household and business in the Chatham-Kent County area; the Cultural Centre monthly newsletter; gallery invitations; programs, brochures and flyers; as well as a substantial amount for newspaper and radio advertising to guarantee the success of programmes held at the Cultural Centre.

DETAILED WORK PROGRAMS

1. Plan and organize a marketing and advertising programme, to implement this plan and sell programmes and services offered at the Cultural Centre in 1984.
2. To increase revenues from programming
3. To increase programming in response to needs expressed by the community

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION	CULTURE AND RECREATION	DEPARTMENT	PARKS AND RECREATION	CITY OF CHATHAM
PROGRAM	CHATHAM CULTURAL CENTRE OPERATIONS	ACCOUNT NO.	28722-28730	CURRENT BUDGET
ACTIVITY				

STATEMENT OF PURPOSE

To maintain, operate and conduct operations of a regional arts centre.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALSHeat, Light and Water 28722

For 1984 figures, the costs of utilities have been reviewed based upon the previous year's costs, and projected for 1984 with a 9% increase for Hydro, a 5% increase for Gas and a 5% increase for Water.

Janitorial Supplies 28724

Funds from this account go for purchases of cleaning supplies and paper products to maintain and keep the facility as clean as possible.

Insurance 28725

Figures for this account were received from Treasury and represent a considerable decrease from amounts paid in 1982 and projected in 1983.

Associations/Memberships 28730

Professional contact with various provincial and federal arts umbrella and lobby organizations is most important. The contact keeps staff up to date on changes in legislation at the various levels of government, programme possibilities, and provides contact with peers and colleagues in the field. The following are listed in priority as to the effectiveness of information and services provided:

Canadian Conference for the Arts	\$ 75.00
Ontario Association of Art Galleries	200.00
Community and Campus Impressarios	200.00
Canadian Museums Associations	70.00
Theatre Ontario	75.00
Various arts publications such as Plays, Theatre Crafts, Arts magazines	120.00
Subscriptions to the Chatham Daily News and the London Free Press	170.00
<b>TOTAL</b>	<b>\$ 910.00</b>

DETAILED WORK PROGRAMS

1. To maintain facilities in as clean and as environmentally proper conditions as is possible, with existing human and financial resources available
2. To keep abreast of developments, opportunities and conditions in the Visual and Performing Arts fields

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b>	CULTURE AND RECREATION	<b>DEPARTMENT</b>	PARKS AND RECREATION	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	CHATHAM CULTURAL CENTRE OPERATIONS	<b>ACCOUNT NO.</b>	28722-28730	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>				

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROX'N REQUESTED	APPROVED BY COUNCIL
28722	HEAT, LIGHT, WATER	22,321	16,542	22,435	28,116	24,980	24,980
28724	JANITORIAL SUPPLIES	786	363	646	800	900	900
28725	INSURANCE	594	9,336	4,405	10,270	5,014	5,014
28730	ASSOCIATIONS AND MEMBERSHIPS	320	1,034	521	885	910	910
SUB		24,021	27,275	28,006	40,071	31,804	31,804
TOTAL		108,231	140,354	158,294	219,261	218,139	181,052

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		(5,745)	(14,039)	(82,137)	(65,777)	(34,050)	(34,050)

<b>NET REQUIREMENT</b>	102,486	126,315	76,157	153,484	184,089	147,002
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**FUNCTION** CULTURE AND RECREATION  
RECREATION  
**PROGRAM** CHATHAM CULTURAL  
CENTRE OPERATIONS  
**ACTIVITY**

**DEPARTMENT** PARKS AND  
RECREATION  
**ACCOUNT NO.** 28732-28740

**CITY OF CHATHAM**  
**CURRENT BUDGET**

#### STATEMENT OF PURPOSE

To maintain the facilities and equipment in as sound a manner as is possible, and improve the quality of the facilities as manpower and financial resources allow.

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Equipment Rental

28732

Expenditures under this account are primarily to cover short-term rental of tools or equipment, such as sound systems, followspots, etc., which the Centre doesn't own.

##### Building Maintenance

28738

Many projects were completed in 1983 under the COED-Phase I project, but due to some cutbacks, portions of the work planned were not completed. In 1984, under ONIP Phase II, work is planned on the Lobby areas, dressing rooms, workshop and Studio I area. In addition, ongoing maintenance and minor improvements are planned, such as painting, electrical repairs, cosmetic work in Studio III, work on roof flashings, and installation of railings in theatre balcony/front step areas.

##### Equipment Maintenance

28739

Two major cost items in this account are for repair and maintenance of the various roof top heating and air conditioning units for the facility, and maintenance of the two baby grand pianos, tuning and repairs. In addition to these items, general maintenance will be necessary for stage lights, curtains and other minor pieces of equipment.

##### Grounds Maintenance

28740

Property to the immediate north of the facility presently utilized as a gravelled parking lot requires at least one catch basin to remove water which collects there, and a fresh covering of gravel. Along with this, spot repairs to the paved lot will once again be necessary.

#### DETAILED WORK PROGRAMS

Maintenance and upgrading of facilities

#### STAFF COMPLEMENT

	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION CULTURE AND RECREATION  
 PROGRAM CHATHAM CULTURAL CENTRE OPERATIONS  
 ACTIVITY

DEPARTMENT PARKS AND RECREATION  
 ACCOUNT NO. 28745

CITY OF CHATHAM  
 CURRENT BUDGET

#### STATEMENT OF PURPOSE

To provide facilities for, present, produce, manage and contract concerts, plays, operas, ballets and such other performances, exhibitions of music, dance and literature.

To provide facilities for, maintain, operate and manage art galleries, art museums and workshops through exhibitions and support programming.

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Cultural Programming

28745

##### Gallery

In 1983, a major push in the establishment of art classes was instituted both for Children and Adults as well. This was aided immeasurably by manpower provided under a CCDP grant. Work in 1984 will concentrate on continuing this effort and adding additional courses. These programmes fill a void created by the demise of the Craft and Design programme at St. Clair College.

Continuation of a number of programmes, such as the Sunday Music Series in the Gallery, Art Lectures, and Workshops, will primarily be the order of business in 1984, with some expansion possible in the workshop and exhibition related programmes. Exhibitions in 1984 will continue with the presentation of a wide variety of shows, including Czech Art; Works by the Group of Seven from Kleinburg; and local work by area High School student; Leonard Jubenville; and a special exhibition of Quilts and Dolls during the summer months.

#### DETAILED WORK PROGRAMS

1. Plan, research and install exhibitions in the gallery and;
2. To plan, research and operate support programmes to enhance and augment exhibitions on view
3. Market gallery programmes to reach as wide an audience as possible and to increase revenues from gallery programming
4. Further involve public and Volunteer Committee of the Centre in gallery programming and activities

#### STAFF COMPLEMENT

	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION CULTURE AND RECREATION  
 PROGRAM CHATHAM CULTURAL CENTRE OPERATIONS  
 ACTIVITY

DEPARTMENT PARKS AND RECREATION  
 ACCOUNT NO. 28745

CITY OF CHATHAM  
 CURRENT BUDGET

#### STATEMENT OF PURPOSE

To provide facilities for, present, produce, manage and contract concerts, plays, operas, ballets and other such performances, exhibitions of music, dance and literature.

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Cultural Programming

28745

##### Theatre

Activities anticipated in 1984 for the theatre are as follows:

The presentation of a series of 5 to 6 touring professional attractions, spaced 1 to 1½ months apart	\$ 24,000.00
Semi-professional/professional theatre programme, continuation of Sanita Players summer theatre project begun in 1983, implementation hinges on approval of Opportunities for Youth grant	\$ 10,000.00
Ongoing projects-the Calico Kids and Portrait Players begun in 1983 under a CCDP grant to be continued this year	\$ 8,000.00
Special programme in conjunction with activities planned by the Campbell AME Church for August 1984	\$ 10,000.00
A series of shows for young audiences of touring attractions (this has proven popular in other communities and should do well here if the programme can be successfully planned for)	\$ 9,000.00
Additional programmes planned or proposed such as lectures, workshop productions and films will be looked into as the year progresses	\$ 3,000.00

Again, as in past years, while these programmes are planned now, if any begin to look as though they would be presented in a less than professional manner or prove economically to be non-viable, then plans would be scrapped or cancelled.

Revenues broken down below for 1984 are:

Professional series	\$ 28,000.00
Semi-professional/Sanita Players	\$ 7,500.00
Calico Kids/Portrait Players	\$ 5,500.00
Special Project with Campbell AME Church	\$ 11,000.00
Young audience series	\$ 11,000.00
Support Programmes	\$ 4,500.00
Community Arts Development Grants possible	\$ 7,000.00
	<u>\$ 74,500.00</u>

#### DETAILED WORK PROGRAMS

Review prospective programming, formulate and select material to develop series packages, saleable products.

#### STAFF COMPLEMENT

	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION CULTURE AND RECREATION  
PROGRAM CHATHAM CULTURAL CENTRE OPERATIONS  
ACTIVITY

DEPARTMENT PARKS AND RECREATION  
ACCOUNT NO. 28746-28788

CITY OF CHATHAM  
CURRENT BUDGET

#### STATEMENT OF PURPOSE

To maintain, operate and conduct a regional arts centre.

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### New Equipment

28746

To better operate the facilities, serve the public and improve the quality of services, the following equipment items are required. These are listed in order of priority:

Telephone answering/recorded message machine, to provide taped messages on ticket/programme information for after-hours use	\$ 300.00	
General purpose chairs for the facility - 100 50 plywood stacking	\$ 1,600.00	\$ 800.00
35-mm-camera and attachments for use in developing stock-photos of facility and programmes to develop better publicity material	\$ 400.00	\$ 0.00
Additional 18 department keys for Victor-528 cash-register to better breakdown revenues for use with new account numbers	\$ 500.00	\$ 0.00
New desk for front-office area; existing desk in Director's Office falling apart; is now 12-years-old	\$ 900.00	\$ 0.00
Portable sound system for use throughout building	\$ 2,750.00	\$ 0.00
Pillar stands and measures with counting devices to control pouring of liquor at licensed functions	\$ 850.00	\$ 0.00
Plants for gallery/building, to create a more people-oriented environment	\$ 400.00	\$ 250.00

##### Concessions/Bar Supplies

28767

During 1984, licensed functions will be limited to Centre programmes. Staff size currently does not allow for expansion.

##### General Administrative

28788

Funds expended in this account are as a result of bank charges for utilizing VISA as a means of payment by the buying public. Charges to this account are proportionate with total amount of sales made utilizing VISA.

#### DETAILED WORK PROGRAMS

Obtain quotes for items to be purchased, purchase equipment and material, install and construct items purchased.  
Procure licences, order and maintain bar stock, set up and operate bars, control crowds and cash, clean up and reconcile receipts.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



**FUNCTION** CULTURE AND RECREATION  
**PROGRAM** CHATHAM CULTURAL  
 CENTRE OPERATIONS  
**ACTIVITY**

**DEPARTMENT** PARKS AND  
 RECREATION  
**ACCOUNT NO.** 28746-28788

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
28746	NEW EQUIPMENT	3,648	556	2,113	9,546	7,700	1,350
28767	CONCESSIONS/BAR SUPPLIES		507	1,462	2,500	2,500	1,500
28788	GENERAL ADMINISTRATIVE	190	259	614	350	350	350
SUB		3,838	1,322	4,189	12,396	10,550	3,200
TOTAL		169,229	191,725	213,210	353,082	325,439	281,002

REVENUE							
28799	BAR REVENUES		(1,300)	(2,290)	(3,500)	(3,500)	(3,500)
SUB		0	(1,300)	(2,290)	(3,500)	(3,500)	(3,500)
TOTAL		(47,955)	(92,652)	(153,092)	(204,190)	(149,800)	(149,800)

NET REQUIREMENT		121,274	99,073	60,118	148,892	175,639	131,202
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FUNCTION CULTURE AND RECREATION  
 PROGRAM CHATHAM CULTURAL CENTRE OPERATIONS  
 ACTIVITY

DEPARTMENT PARKS AND RECREATION  
 ACCOUNT NO. 28791

CITY OF CHATHAM  
 CURRENT BUDGET

#### STATEMENT OF PURPOSE

To maintain, operate and conduct a regional arts centre.

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Capital

28791

In 1983, the Culture and Recreation Committee presented to Council a 5 year capital budget, with its first priority, slated for 1984, the installation of a stage lighting/electrical system for the Kiwanis Theatre of the Chatham Cultural Centre. This work has been delayed a number of times over a number of years, and with each year that passes, the need for this work to be done becomes more critical. The electrical and technical sections of the theatre are very poor, and it is becoming increasingly difficult to keep running. As each year passes, costs for this very important and necessary equipment increases. Recently, in reviewing material for work on the DNIR-Phase VI project, costs came to \$140,000.00 for the 1984 budget set in early 1983. Booking touring attractions for the 1984/85 season will be jeopardized by this set of circumstances, as more companies touring do not travel with lighting, and ones that do are restricted in set-up by fire and safety codes. In Oct. of 1983, Fire Chief Max deBruyn sent a memo indicating that set-up of lighting equipment in the seats and aisles was not acceptable, and he would not allow shows with these types of installations to go on. This was in reference to the Shaw Festival production of "Tom Jones", the only sold out production of 83/84 theatre series. It is obvious that the people in Chatham and Kent County want this quality of performances, but how long can we attempt to fulfill their "champagne tastes on a beer budget", as it were?

#### STAFF COMPLEMENT

	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







**FUNCTION** COMMUNITY PLANNING  
AND DEVELOPMENT  
**PROGRAM**  
**ACTIVITY** OVERVIEW

**DEPARTMENT**  
**ACCOUNT NO.** 29000-29628

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
29100	PLANNING	173,586	185,590	156,442	243,105	229,013	199,178
29200	AGRICULTURAL AND REFORESTATION	139,799	195,906	277,667	245,600	324,300	314,300
29300	INDUSTRIAL DEVELOPMENT	76,792	154,680	100,750	124,880	198,300	167,000
29372	GRANTS	49,933	52,695	46,986	46,986	74,461	69,950
29600	DOWNTOWN CHATHAM CENTRE	0	680,000	1,028,714	1,037,262	998,121	998,121
<b>TOTAL</b>		440,110	1,268,871	1,610,559	1,697,833	1,824,195	1,748,549

REVENUE							
<b>TOTAL</b>		(89,669)	(272,101)	(527,915)	(525,100)	(589,555)	(584,555)

<b>NET REQUIREMENT</b>		350,441	996,770	1,082,644	1,172,733	1,234,640	1,163,994
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FUNCTION PLANNING &amp; DEVELOPMENT

PROGRAM PLANNING &amp; ZONING

ACTIVITY OVERVIEW

DEPARTMENT PLANNING

ACCOUNT NO. 29100-29145

CITY OF CHATHAM

CURRENT BUDGET

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
29100	PROJECTS	13,251	3,792	0	55,000	39,437	29,437
29101	SALARIES	133,445	132,414	126,819	141,530	140,411	136,301
29105	PENSIONS	9,307	13,411	12,111	14,375	10,223	10,223
29106	MEDICALS	8,424	9,442	8,012	10,175	9,413	9,413
29107	U.I.C.	2,026	1,817	2,430	2,700	2,843	2,843
29108	WORKMEN'S COMPENSATION	1,635	1,670	2,069	1,750	3,011	3,011
29111	TRAVEL & TRAINING	4,535	1,900	1,015	2,000	3,000	2,000
29112	LEGAL & SPECIAL FEES	0	19,626	2,660	13,800	14,300	4,000
29116	PRINTING & STATIONERY	963	1,518	1,030	1,450	5,500	1,950
29145	FURNITURE & EQUIPMENT	0	0	296	325	875	0
TOTAL		173,586	185,590	156,442	243,105	229,013	199,178

REVENUE							
4778	OFFICIAL PLAN/ZONE CHANGE FEES	(3,500)	(1,400)	(2,500)	(2,600)	(4,000)	(4,000)
4341	ENERGY CONSERVATION GRANT			(32,672)	(35,000)	(5,765)	(5,765)
4341	OFFICIAL PLAN STUDY GRANT					(35,000)	(35,000)
	SUMMER STAFF-GRANT IMA	(2,025)					
29116	PLANNING DOCUMENTS + MAPS	(458)	(450)	(219)	(700)	(500)	(500)
4774	CON. OF ADJUSTMENT FEES	(5,300)	(6,600)	(7,300)	(6,500)	(8,000)	(8,000)
TOTAL		(11,283)	(8,450)	(42,691)	(44,800)	(53,265)	(53,265)

NET REQUIREMENT

162,303

177,140

113,751

198,305

175,748

145,913



FUNCTION	PLANNING & DEVELOPMENT
PROGRAM	PLANNING & ZONING
ACTIVITY	POLICY & DEVELOPMENT

DEPARTMENT	PLANNING
ACCOUNT NO.	29100

CITY OF CHATHAM
CURRENT BUDGET

STATEMENT OF PURPOSE Responsible for making recommendations to Council on matters pertaining to Planning and ensuring that Council policy as it relates to Planning issues remains current and is carried out.

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### PROJECTS

1. Zoning By-law/Official Plan/Annexed Areas \$ 3,000 29100
  - (a) This amount is required to cover the costs of any consultants that may be required on Planning, Engineering or Traffic issues as well as associated printing costs for the text and maps. We will process the Official Plan Amendment, take through Legislative Planning Committee and Council and resolve any problems. Since the future Industrial area is across from Residential homes along Riverview Drive, we expect some adverse reaction. We will be attempting to work out as many problems as possible but an O.M.B. hearing must be provided for. There is some urgency for the planning of the industrial area. The Residential area is not as high a priority area. We will carry out a cursory review of the Residential area which will be followed by a Secondary Plan prior to development. (The City Solicitor's section of this Budget should be adequate to cover anticipated legal costs).
  - (b) Prepare Zoning Amendment for the Industrial area to implement the above Official Plan Amendment. For the future Residential area, we will prepare a Holding Area type Zoning By-law for the interim pending approval of an Official Plan Amendment and Secondary Plan. The Zoning Amendments will be processed through the Legislative Planning Committee, Council and be circulated to the new ratepayers.
2. Official Plan Review \$15,000 29100
 

The Official Plan review and the engaging of a Planning Consultant to undertake same were approved in principle by City Council on December 5, 1983. We have encumbered \$20,000 from 1983 projects to be applied towards the review and would request a further \$15,000 to be matched by a \$35,000 grant from the Province. The project includes both Official Plan and zoning amendments running 2 years. It is expected that the total cost less processing will be approximately \$70,000.
3. Amendments to the Official Plan \$ 5,000 29100
 

There may be a number of parties seeking Amendments to the Official Plan in 1984. This amount provides for Consultant's fees, printing and O.M.B. costs related thereto.
4. Secondary Plan - King Street East \$ 5,000 29100
 

Several years ago the Planning Department initiated a Secondary Plan for the King Street East area, an area desperately in need of new direction. The Energy Study, which is currently underway will provide background data and a redevelopment scheme for part of the area. This amount provides for completion of the Plan, printing costs and a possible O.M.B. hearing.
5. O & G Investments - Official Plan Amendments \$ 5,000 \$3,000 29100
 

This amount is required in order to retain the services of a Planning Consultant and Solicitor.
6. City Beautiful \$ 3,000 29100
 

This amount provides for the undertaking of an award program to recognize outstanding developments in the City. It is proposed to be composed of three different categories: residential, commercial and industrial. A Committee will be established to review applicants for the award on the basis of site aesthetics, landscaping and other criteria which are to be established.
7. Energy Conservation \$ 3,437 29100
 

This is to provide for the completion of this project. The amount submitted and approved for encumbrance was \$35,000 and should have been \$38,437; thus the above difference.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	6	5	5	5
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS	6	5	5	5



FUNCTION PLANNING & DEVELOPMENT  
 PROGRAM PLANNING & ZONING  
 ACTIVITY POLICY & DEVELOPMENT

DEPARTMENT PLANNING  
 ACCOUNT NO. 29100

CITY OF CHATHAM  
 CURRENT BUDGET

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
29100 OFFICIAL PLAN/ZONING BY-LAW/ANNEXED AREAS		1,933		2,000	3,000	3,000
29100 OFFICIAL PLAN REVIEW				10,000	15,000	15,000
29100 AMENDMENTS TO OFFICIAL PLAN/O.M.B. HEARING				5,000	5,000	5,000
29100 SECONDARY PLAN/KING E.	246	842		3,000	5,000	0
29100 O & G INV.-OP/AM					5,000	3,000
29100 CITY BEAUTIFUL					3,000	0
29100 ENERGY CONSERVATION				35,000	3,437	3,437
29100 ZONING BY-LAW	12,900					
29100 ANNEXATION	105	1,017				
In 1983, the amount of \$55,000.00 was encumbered against account number 29100.						
SUB	13,251	3,792	0	55,000	39,437	29,437
<b>TOTAL</b>	13,251	3,792	0	55,000	39,437	29,437

REVENUE						
4341 RETAIL MARKET ANALYSIS						
4778 OFFICIAL PLAN/ZONE CHANGE FEES	(3,500)	(1,400)	(2,500)	(2,600)	(4,000)	(4,000)
4341 ENERGY CONSERVATION GRANT			(32,672)	(35,000)	(5,765)	(5,765)
4341 OFFICIAL PLAN STUDY GRANT					(35,000)	(35,000)
SUMMER STAFF-GRANT IMA	(2,025)					
SUB	(5,525)	(1,400)	(35,172)	(37,600)	(44,765)	(44,765)
<b>TOTAL</b>	(5,525)	(1,400)	(35,172)	(37,600)	(44,765)	(44,765)

<b>NET REQUIREMENT</b>	7,726	2,392	(35,172)	17,400	(5,328)	(15,328)
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FUNCTION PLANNING AND DEVELOPMENT

PROGRAM PLANNING AND ZONING

ACTIVITY POLICY AND DEVELOPMENT

DEPARTMENT

ACCOUNT NO. 29101  
29105-8

CITY OF CHATHAM

CURRENT BUDGET

SALARIES AND BENEFITS

1. <u>Salaries</u>	\$136,301	29101
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This amount provides for a 5% increase for the existing 4 full-time positions and for the hiring of a clerk-typist to replace the clerk-typist whom we have under the C.O.E.D. program, which expires on April 13, 1984. The increased volume of applications to the Committee of Adjustment requires the majority of our Department Secretary's time, and with our anticipated workload, the filling of this position is a high priority. The Budget does not provide for a replacement for the Planner position created by the death of Mr. R. McKeen due basically to the proposal to have the Official Plan Review undertaken by consultants with the assistance of Provincial funds through the Planning Study Grant Program.

2. <u>Pensions</u>	\$ 10,223	29105
3. <u>Medicals</u>	\$ 9,413	29106
4. <u>U.I.C.</u>	\$ 2,843	29107
5. <u>Workman's Compensation</u>	\$ 3,011	29108

Amounts for accounts 29101 to 29108 are based on a complement of 5 full-time positions.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	6	5	5	5
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS	6	5	5	5
TOTAL FULL TIME EQUIVALENT POSITIONS				



FUNCTION PLANNING &amp; DEVELOPMENT

DEPARTMENT PLANNING

CITY OF CHATHAM

PROGRAM PLANNING &amp; ZONING

ACCOUNT NO. 29101-29108

CURRENT BUDGET

ACTIVITY POLICY &amp; DEVELOPMENT

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
29100	MUNICIPAL HOUSING ST.			71,612			
29101	SALARIES/FULL-TIME	129,169	131,694	126,819	141,530	140,411	136,301
29101	SALARIES/PART-TIME	3,196					
29101	PLANNING BOARD HONOR.	1,080	720		0		
29105	PENSIONS/FULL-TIME	9,258	13,411	12,111	14,375	10,223	10,223
29105	PENSIONS/PART-TIME	49					
29106	MEDICALS/FULL-TIME	8,424	9,442	8,012	10,175	9,413	9,413
29107	U.I.C./FULL-TIME	1,945	1,817	2,430	2,700	2,843	2,843
29107	U.I.C./PART-TIME	81					
29108	WORKMEN'S COMP./FULL-TIME	1,635	1,670	2,069	1,750	3,011	3,011
SUB		154,837	158,754	223,053	170,530	165,901	161,791
TOTAL		168,088	162,546	223,053	225,530	205,338	191,228

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		(5,525)	(1,400)	(35,172)	(37,600)	(44,765)	(44,765)

NET REQUIREMENT		162,563	161,146	187,881	187,930	160,573	146,463
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FUNCTION PLANNING & DEVELOPMENT

PROGRAM PLANNING & ZONING

ACTIVITY POLICY & DEVELOPMENT

DEPARTMENT PLANNING

ACCOUNT NO. 29111  
29112  
29145

CITY OF CHATHAM

CURRENT BUDGET

# HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

## TRAVEL & TRAINING

\$-3,000 \$2,000 29111

This cost relates to studies at Universities and Community Colleges by Planning Department Staff in accordance with the policy as set out in the Personnel Manual. It also provides for possible trips to Toronto to carry out discussions with various Provincial Authorities on the City's Flood Plain Management Policies as well as attendance at the following conferences and work shops by Department Staff:

Workshop Committee of Adjustment  
Committee of Adjustment Conference  
Planning Directors Conference - M. of M.A. & H.  
Seminar For Ontario Urban Planners - M. of M.A. & H.  
Ontario RENEWS Conference - M. of M.A. & H.  
Canadian Institute of Planners Conference  
University of Waterloo Short Courses

London  
Toronto  
Toronto  
Toronto

Waterloo

## LEGAL & SPECIAL FEES

\$14,300 \$4,000 29112

The amount of \$13,800 is an estimate of fees provided by the City Solicitor in order to meet the daily legal needs of the Department and the special needs anticipated as per our 1984 list of projects. To provide for O.M.B. hearing costs, we have budgeted \$500.

## FURNITURE & EQUIPMENT

\$ 600 0 29145

Office Chairs  
This will permit the replacement of the three old cafeteria style chairs which are in the Planning Director's office with office side chairs similar to those as used elsewhere in the Civic Centre.

## Pocket Dictaphone

\$ 275 0 29145

There is only one dictaphone that is shared between the Planning Director and the Assistant Planning Director. The purchase of an AC/DC pocket type dictaphone would allow for compiling notes while on a field inspection as well as being able to use it in the office.

TOTAL \$ 875 0

## DETAILED WORK PROGRAMS

- Appearing before the Ontario Municipal Board to give Planning evidence on behalf of the municipality.
- A major review of the City's Official Plan, as required by the Official Plan every five years.
- Amend the City's Official Plan and Zoning By-law to provide for the annexed areas.
- Complete a study on energy conservation as related to land use planning matters.
- Process Secondary Plans as set out in the Official Plan such as King Street East.
- Process amendments to the City's Zoning By-law and Official Plan.
- Review the Planning documents of neighbouring rural municipalities as required to ascertain compatibility with those of the City.
- Review private development proposals and site plans for compatibility with City policy and incorporation into Development Agreements.
- Study on cash-in-lieu for providing parking in the Central Business District.
- Prepare miscellaneous reports for Council's information and as requested.
- Assist other levels of government in review of development proposals.

## STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984

6

5

5

5

6

5

5

5







FUNCTION PLANNING & DEVELOPMENT  
PROGRAM PLANNING & ZONING  
ACTIVITY GRAPHICS & TECHNICAL

DEPARTMENT PLANNING  
ACCOUNT NO. 29116

CITY OF CHATHAM  
CURRENT BUDGET

STATEMENT OF PURPOSE-This section produces the drafting of technical drawings, the compilation of data for the construction of maps and charts, the preparation of illustrations required by the Planning Department, Legislative Planning Committee and City Council for clarification and background support information for the various projects under consideration. About 50% of the Planning Technician's time is devoted to the production of mailing lists for notices of the Committee of Adjustment, zoning changes and Official Plan Amendments. Consequently, as the number of applications increases, so does the workload in this area. This section also provides drafting and technical services to other City Departments, primarily Economic Development, Recreation Department and O.N.I.P. Coordinator who do not have similar services within their own department.

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### MATERIALS

The following materials are required during 1984 in order to carry out this function.

Drafting Supplies \$ 650 29116  
The drafting supplies include blueprint paper, markers, pencils, technical pens and other drafting material used throughout the year.

Photographic Supplies \$-2,500 \$ 500 29116

This is required for the purchase of general photographic supplies such as films and processing and for the purchase of a used medium format camera. All pictures to date have been provided using the Director's personal camera which is not adequate particularly for aerial photos which are of the greatest benefit to the City. Photographs and slides are utilized to support the position of the Department on various matters which come before City Council and Legislative Planning Committee. In addition, we provide photographs for the Economic Development Officer, the City Solicitor and the O.M.B. (\$2,000 Camera - \$500 Processing and Film).

Reference Material & Memberships \$ 600 29116

This reference material is utilized by our Department for researching Planning-related matters and is generally obtained from other Planning Departments, the Federal and Provincial Governments. It also provides for our subscription to the Inter-Governmental Committee on Urban and Regional Research (I.C.U.R.R.) information service from which all City Departments draw for research. It provides for the Department's membership (\$70) in the Provincial Association of Committees of Adjustment and Consent Authorities and in the Canadian Institute of Planners for the Planning Director and Assistant Planning Director (\$220).

ZONING SIGNS \$ 200 29116

This is to provide for costs covering construction and erection where necessary of Zoning Change notice signs. This was not budgeted for in 1983 as it arose from Council's direction on the New

Planning Act. Maintenance Contracts \$ 4,550 29116

This provides for a 25% share of the maintenance contract for the IBM Personal Computer and word processor on the 3rd floor which we share with the Engineering Department.

TOTAL \$-5,500 \$ 3,500

#### DETAILED WORK PROGRAMS

1. Update sectional base maps.
2. Draw maps and prepare property owner lists for zoning and Official Plan amendment circulations.
3. Prepare land use maps for Ontario Municipal Board Hearings.
4. Prepare maps for Official Plan Amendments, including Secondary Plans.
5. Provide drafting services to other Departments on request, such as Parks and Recreation and the Economic Development Officer and O.N.I.P. Co-ordinator.
6. Prepare perspective drawings to illustrate finished projects for development concepts.
7. Prepare presentation drawings of subdivision plans.
8. Update City's street map used for economic development purposes.
9. Update the 1976 land use survey to establish changes that have occurred in the physical use of land.
10. Photograph properties and developments for use in making presentations to City Council, Legislative Planning Committee, the Committee of Adjustment and the Ontario Municipal Board.

#### STAFF COMPLEMENT

	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION	PLANNING & DEVELOPMENT	DEPARTMENT	PLANNING	CITY OF CHATHAM CURRENT BUDGET
PROGRAM	PLANNING & ZONING	ACCOUNT NO.	4774	
ACTIVITY	COMMITTEE OF ADJUSTMENT			

**STATEMENT OF PURPOSE** To receive, process and retain full records on land severances and minor variances to the Zoning By-law under the jurisdiction of the Committee of Adjustment.

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

The 1984 Budget forecast provides for the maintenance of the existing activity to satisfy the needs of the public. There is no provision for any new or extended services. Our projected revenue is a \$1,500 increase over our 1983 revenue.

#### DETAILED WORK PROGRAMS

1. To receive and process applications for land severances and minor variances to the Zoning By-law within the jurisdiction of the Committee of Adjustment.
2. Conduct hearings and render decisions on land severances and minor variances to the Zoning By-law.
3. Maintain complete records on applications filed and proceedings of all hearings.
4. Maintain such other records as are required under the Planning Act and Provincial regulations in effect.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION Community Planning

PROGRAM Agriculture and  
ReforestationACTIVITY Weed, Grass Cutting,  
Tree Removal, Replanting

DEPARTMENT Engineering

ACCOUNT NO. 29200-  
29240

CITY OF CHATHAM

CURRENT BUDGET

Removal, spraying, trimming of City trees. Cutting and spraying weeds, grass cutting, all to reasonable standard.

#### Highlights and Justification of Budget Proposals.

##### 29200 Weed Control:

This item consists of the supply of labour involving the hiring of seven men for approximately 6 months for the cutting of weeds; the provision for the weed inspector, which includes labour and car allowance and the purchase of new equipment, when required. This account was underbudgeted in 1983. The amount budgeted for in 1984 reflects truer costs to be expected.

##### 29202 Trees - Labour:

This account provides for payment of labour for tree removal and brushing crew as required. This crew operates approximately 70% of the year under this function. The 1984 budget in trees is higher in anticipation of an increased program of tree trimming and removal.

##### 29239 Weeds - Equipment Maintenance:

To include repairs and maintenance to the following - tractors #36,37,47 (65%) also Ford Riding Mower and 3 Lawnboys and misc. equipment pertaining solely to weeds and grass. For the purposes of reserve fund accounting, additional money is budgeted for Internal Equipment Rental of \$18,800 of which \$9,000 is for maintenance and \$9,800 is allotted to the equipment reserve fund.

##### 29240 Trees - Equipment Maintenance:

This account covers the cost of maintaining trucks #11,17,24 and 50. Maintenance costs have been increased significantly due to age and frequency of maintenance

This account covers the repairs to two chippers, one stump, one sprayer, numerous saws, and one generator. Repairs to this equipment consists of blades and teeth to the chipper and stump and various minor repairs to chain saws, axes, etc. For the purpose of reserve fund accounting additional money has been budgeted for internal equipment rental, consisting of \$24,000 for maintenance and \$28,700 for the equipment reserve fund account. Totalling \$52,700

#### STAFF COMPLEMENT

	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	-	-	-	
UNSCHEDULED SALARIED POSITIONS	-	-	-	
WAGE MAN YEARS	7.3	9.45	10.91	11.89
TOTAL FULL TIME EQUIVALENT POSITIONS	7.3	9.45	10.91	11.89



**FUNCTION** COMMUNITY PLANNING  
**PROGRAM** AGRICULTURE AND  
 REFORESTATION  
**ACTIVITY** WEEDS, GRASS, TREES

**DEPARTMENT** ENGINEERING  
**ACCOUNT NO.** 29200-29240

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
29200	WEEDS AND GRASS	43,626	59,214	76,045	57,600	72,000	72,000
29202	LABOUR, TREES	76,354	117,948	145,047	157,000	174,000	164,000
29239	EQUIPMENT MAINTENANCE	3,244	6,218	22,013	8,600	18,800	18,800
29240	TRUCK MAINTENANCE	12,642	9,650	28,987	15,900	52,700	52,700
SUB		135,866	193,030	272,092	239,100	317,500	307,500
<b>TOTAL</b>		135,866	193,030	272,092	239,100	317,500	307,500

REVENUE							
29200	WEEDS			(7,824)	(7,200)	(10,000)	(10,000)
29202	M.T.C.	(78,386)	(147,418)	(178,000)	(173,700)	(226,890)	(221,890)
SUB		(78,386)	(147,418)	(185,824)	(180,900)	(236,890)	(231,890)
<b>TOTAL</b>		(78,386)	(147,418)	(185,824)	(180,900)	(236,890)	(231,890)

<b>NET REQUIREMENT</b>		57,480	45,612	86,268	58,200	80,610	75,610
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**FUNCTION** Community Planning

**PROGRAM** Agriculture and Reforestation

**ACTIVITY** Weed, Grass Cutting, Tree Removal, Replanting

**DEPARTMENT** Engineering

**ACCOUNT NO.** 29246-29280

**CITY OF CHATHAM**  
**CURRENT BUDGET**

29246 Trees - Equipment New:

Reserve Account - New saws, smaller chain saws, must be replaced yearly. Miscellaneous belts, spurs, ropes - this equipment is basic miscellaneous equipment required by the tree gang for the climbing and felling operations these materials wear out or break periodically and need replacing.

\$3,000 \$2,800

29280 Trees - Other (Nursery Stock):

This account provides for the purchase of nursery stock, small tools not included in account 29246 and equipment rental, i.e. cranes for help in removing large trees. The main items in the account consist of the general nursery stock: An M.N.R. subsidy is available for tree planting and is reflected by a slight increase in the 1984 budget.

\$4,000

Detailed Work Programs:

1. Tree removal
2. Tree trimming
3. Tree planting
4. Tree spraying
5. Weed cutting, maintenance, equipment, etc.
6. Weed spraying
7. Grass cutting
8. Equipment maintenance
9. Truck maintenance
10. Trucks 11, 17, 24 and 50
10. New equipment purchase.

**STAFF COMPLEMENT**

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984







<b>FUNCTION</b>	PLANNING AND DEVELOPMENT	<b>DEPARTMENT</b>	ECONOMIC DEVELOPMENT	<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>	INDUSTRIAL DEVELOPMENT	<b>ACCOUNT NO.</b>	29301-29311	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>				

#### STATEMENT OF PURPOSE

To promote and project the City of Chatham as a prime location to site seeking industries and commercial investors both nationally and internationally, and to assist and encourage existing business enterprises to grow and expand in the City of Chatham.

The primary objectives of the programme are to expand and diversify the City's economic base in terms of new investment and new employment opportunities.

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Acct. #29301 - Salaries 3 people, 2 officers & Secretary

Acct. #29305 - Pension

Acct. #29306 - Medicals

Acct. #29307 - U.I.C.

Acct. #29308 - Workmen's Compensation

Acct. #29310 - Car Allowance

Acct. #29311 - Travel Expense - This includes out of town travel to meet with prospects, association meetings, Federal and Provincial Government meetings and attendance at various Trade Shows away from Chatham for the purpose of selling the City as a prime location to selected types of industry.

#### DETAILED WORK PROGRAMS

- (1) O.I.D.C. Meetings (4)
- (2) Provincial Government (as required)
- (3) Federal Government (as required)
- (4) Industrial Prospects away from Chatham

(Number of trips and locations cannot be forecast at this time)  
(29301 - 29311)

<b>STAFF COMPLEMENT</b>	<b>1981</b>	<b>1982</b>	<b>1983</b>	<b>1984</b>
<b>ESTABLISHED PERSONNEL (SALARIED)</b>	2	2	2	3
<b>UNSCHEDULED SALARIED POSITIONS</b>				
<b>WAGE MAN YEARS</b>				
<b>TOTAL FULL TIME EQUIVALENT POSITIONS</b>	2	2	2	3



**FUNCTION** PLANNING & DEVELOPMENT  
**PROGRAM** INDUSTRIAL DEVELOPMENT  
**ACTIVITY**

**DEPARTMENT** ECONOMIC DEVELOPMENT  
**ACCOUNT NO.** 29301-29316

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
29301	SALARIES	45,013	51,000	52,257	55,430	80,200	68,200
29305	PENSIONS	3,325	3,650	3,998	4,000	6,000	4,822
29306	MEDICALS	3,329	4,100	4,464	4,510	7,200	5,786
29307	U.I.C.	731	750	1,151	1,050	1,900	1,526
29308	WORKMEN'S COMPENSATION	601	633	821	800	1,700	1,366
29310	CAR ALLOWANCE	1,117	1,200	1,194	1,500	3,000	3,000
29311	TRAVEL EXPENSE	1,366	2,500	1,276	3,000	15,000	15,000
29312	LEGAL AND SPECIAL FEES	750	60,000	4,000			
29315	POSTAGE			7			
29316	OFFICE SUPPLIES	12	172	150	300	300	300
SUB		56,244	124,005	69,317	70,590	115,300	100,000
<b>TOTAL</b>		56,244	124,005	69,317	70,590	115,300	100,000

REVENUE							
4341	MIN. OF TREASURY ECONOMIC		(45,000)				
SUB		0	(45,000)	0	0	0	0
<b>TOTAL</b>		0	(45,000)	0	0	0	0

<b>NET REQUIREMENT</b>		56,244	79,005	69,317	70,590	115,300	100,000
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FUNCTION	PLANNING AND DEVELOPMENT	DEPARTMENT	ECONOMIC DEVELOPMENT	CITY OF CHATHAM
PROGRAM	INDUSTRIAL DEVELOPMENT	ACCOUNT NO.	29317 29330 29331	CURRENT BUDGET
ACTIVITY				

# STATEMENT OF PURPOSE

To create an awareness of the City of Chatham to site seeking industries. Development of industrial mailing lists. Association benefits.

# HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Acct. #29317

(1) Design and production of a new general brochure describing the amenities of Chatham as they relate to site seeking industries. (20,000 copies)

(2) Three new mailing pieces each directed to a specific industrial sector of the market. (10,000 copies of each)

(3) Design and production of four media ads, one for each of the target sectors and one of a general interest. (15 insertions in various media)

(4) Video-tape or slides on the City of Chatham for trade shows, out of town client meetings and prospects visiting Chatham.

# Directories

Acct. #29330

Purchase of Industrial Directories, North American, from which mailing lists are developed to promote the City of Chatham to selected types of industry not presently located here.

# Memberships

Acct. #29330

Membership in the Ontario Industrial Development Council which as the name implies is an organization of industrial development practitioners in Ontario from the Municipal, Provincial and private sector.

# Projects/Meetings Unscheduled

Acct. #29331

Meetings with Ministry of Industry and Trade and Industry Trade and Commerce. Meetings to disseminate information to existing industry on new Government programmes.

# DETAILED WORK PROGRAMS

- (1) Media Advertising (Space)
- (2) Advertising Production
- (3) Printed Material
- (4) Purchase of Directories
- (5) Development of Mailing Lists
- (6) Direct Mail Programme
- (7) Active Membership O.I.D.C.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)	2	2	2	3
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS	2	2	2	3



FUNCTION PLANNING &amp; DEVELOPMENT

PROGRAM INDUSTRIAL  
DEVELOPMENT

ACTIVITY

DEPARTMENT ECONOMIC  
DEVELOPMENT  
ACCOUNT NO. 29317-29331CITY OF CHATHAM  
CURRENT BUDGET

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
29317 ADVERTISING AND PRINTING	19,791	29,500	28,935	27,700	76,000	60,000
29330 MEMBERSHIPS	591	575	1,635	1,000	2,000	2,000
29331 PROJECT/MEETINGS	166	600	862	1,000	5,000	5,000
GENERAL INCREASE			0	24,590		
SUB	20,548	30,675	31,432	54,290	83,000	67,000
<b>TOTAL</b>	<b>76,792</b>	<b>154,680</b>	<b>100,750</b>	<b>124,880</b>	<b>198,300</b>	<b>167,000</b>

REVENUE					
I.L.A.P. CONSULTANT..			(15,000)		
SUB		0	(15,000)	0	0
<b>TOTAL</b>		0	(60,000)	0	0

<b>NET REQUIREMENT</b>	<b>76,792</b>	<b>94,680</b>	<b>100,750</b>	<b>124,880</b>	<b>198,300</b>	<b>167,000</b>
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## FUNCTION

COMMUNITY PLANNING  
AND DEVELOPMENT

## PROGRAM

## ACTIVITY

GRANTS

## DEPARTMENT

## ACCOUNT NO.

29372-29591

## CITY OF CHATHAM

## CURRENT BUDGET

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALSChatham and District Chamber of Commerce

29372

The purpose of this organization is to promote and improve the agricultural, civic, commercial, industrial and social well being of Chatham and the surrounding district. The amount requested by this organization in 1984 is \$36,175.00. This represents a 141.2% increase over the amount granted in 1983.

Kent County Tourist Association

29472

This organization exists for the purpose of furthering tourism throughout the County of Kent. In 1983 the organization was granted 7¢ per capita or \$2,200.00. The amount requested in 1984 is \$4,000.00, or 10¢ per capita. This request represents a 43% increase over 1983. The additional funding is to be used to promote Ontario's Bi-Centennial.

St. Clair Parkway Commission

29472

The 1984 draft budget of the Commission reveals that the City of Chatham share will be \$29,786.00. \$24,022.00 relates to operating expenditures of the commission. The remaining \$5,764.00 of the requisition relates to proposed capital expenditures.

Southwestern Ontario Travel Association

29472

The Southwestern Ontario Travel Association has requested a grant of \$4,500.00 in 1984. The funds will be used to promote tourism in the south western Ontario region in the current year.

STAFF COMPLEMENT

1981

1982

1983

1984

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS







FUNCTION	COMMUNITY PLANNING AND DEVELOPMENT	DEPARTMENT		CITY OF CHATHAM CURRENT BUDGET
PROGRAM	DOWNTOWN CHATHAM CENTRE	ACCOUNT NO.	29626-29628	
ACTIVITY				

### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

#### Debt Charges - Principal and Interest

29626,29627

The amounts budgeted for in these accounts represent actual principal and interest debenture repayments due in 1984 on the Downtown Chatham Centre.

#### Provincial Loan Repayment

29628

Under the Ontario Downtown Redevelopment Program, the Province of Ontario advanced \$7,733,333.00 to the City in the form of a loan. Under the terms of the agreement between the Ministry of Municipal Affairs and Housing and the City of Chatham, the City will make quarterly payments to the Ministry to a maximum of 110% of the loan calculated as follows:

2/3 of the City's share of the lease income \$198,933.00

1/3 of the tax increment of the Redevelopment Area  
based on a projected 5% mill rate increase  
over 1983 48,195.00

Total 1984 Repayment \$247,128.00

#### Lease of Downtown Chatham Centre

4553

Ground lease revenue derived from the Downtown Chatham Centre is projected to be \$298,400.00 in 1984.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION FINANCIAL EXPENSES  
PROGRAM  
ACTMTY OVERVIEW

DEPARTMENT  
ACCOUNT NO. 30100-32076

CITY OF CHATHAM  
CURRENT BUDGET

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
30100	INTEREST ON BANK LOANS	289,616	170,688	131,098	189,993	94,600	94,600
30300	RESERVE FOR WORKING FUNDS	20,000	20,000	20,000	20,000	20,000	20,000
30473	BANK CHARGES FOR COUPONS & DEBENTURES	8,246	8,564	11,504	10,400	16,600	16,600
30481	TAXES WRITTEN OFF	228,209	245,060	61,989	118,000	238,000	238,000
32075	K.C. BOARD OF EDUCATION	6,828,224	7,431,308	7,748,326	8,032,256	333,828	333,828
32076	K.C. SEPARATE SCHOOL	616,114	683,845	758,967	762,498	8,257	8,257
TOTAL		7,990,409	8,559,465	8,731,884	9,133,147	711,285	711,285

REVENUE							
TOTAL		(98,871)	(107,012)	(43,000)	(48,970)	(98,770)	(98,770)

NET REQUIREMENT		7,891,538	8,452,453	8,688,884	9,084,177	612,515	612,515
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FUNCTION	FINANCIAL EXPENSES	DEPARTMENT	CITY OF CHATHAM
PROGRAM		ACCOUNT NO. 30100-30481	CURRENT BUDGET
ACTIVITY			

#### STATEMENT OF PURPOSE

To provide for the cost of the interest on temporary borrowing on a short term basis for current operations, to provide for costs of debt servicing costs, such as interest, principal, and amounts required for sinking funds on debentures and other long term debt incurred and assumed for others, and to provide for the cost of other charges related to debt financing and banking operations.

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Interest on Bank Loans

30100

A cash forecast has been prepared for 1984. The amount of bank loans expected to be incurred to finance the operations of the City has been derived from this cash forecast. An interest rate has been applied to the outstanding loan in order to project interest on bank loans for 1984. The amount of interest expense incurred due to bank loans in 1984 is projected to be \$94,600.00.

##### Reserve for Working Funds

30300

The Province has always maintained that it is necessary for a municipality to have reserves and surpluses equal to 75% of its current accounts receivable. Rather than force a municipality to create a reserve which would equal this amount, the Province has found it satisfactory in the past to allow municipalities to slowly create adequate reserves for working funds. The City of Chatham has transferred \$20,000.00 a year for a number of years to a reserve for working funds. The balance at the end of 1983 was \$361,283.00. \$20,000.00 has been budgeted as a reserve addition in 1984.

##### Bank Service Charges for Coupons and Debentures

30473

This account records the banks service charges that we pay on debentures and coupons which are cashed at our bank. The amount requested for 1984 is \$16,600.00.

##### Taxes Written Off

30481

This account is used to record the total amount of all taxes written off during the current year. Based on the last two year's information, it is estimated that the total taxes written off for the year 1984 will be \$238,000.00.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



FUNCTION FINANCIAL EXPENDITURE

PROGRAM

ACTIVITY

DEPARTMENT

ACCOUNT NO. 30100-30481

CITY OF CHATHAM

CURRENT BUDGET

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
30100	INTEREST ON BANK LOANS	289,616	170,688	131,098	189,993	94,600	94,600
30300	RESERVE FOR WORKING FUNDS	20,000	20,000	20,000	20,000	20,000	20,000
31000	PRE LEVY CITY SHARE						
30473	BANK CHARGES FOR COUPONS & DEBENTURES	8,246	8,564	11,504	10,400	16,600	16,600
30481	TAXES WRITTEN OFF	228,209	245,060	61,989	118,000	238,000	238,000
	SUB	546,071	444,312	224,591	338,393	369,200	369,200
	TOTAL	546,071	444,312	224,591	338,393	369,200	369,200

REVENUE							
	SUB	0	0	0	0	0	0
	TOTAL	0	0	0	0	0	0

NET REQUIREMENT	546,071	444,312	224,591	338,393	369,200	369,200
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FUNCTION FINANCIAL EXPENDITURE

PROGRAM

ACTIVITY

DEPARTMENT

ACCOUNT NO. 32075-32076

CITY OF CHATHAM

CURRENT BUDGET

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
32075	K.C. BOARD OF EDUCATION	6,488,277	7,060,199	7,748,326	7,699,468		
	TELEPHONE	195,470	232,744		252,651	238,680	238,680
	SUPPLEMENTARY	108,749	99,165		39,300	52,269	52,269
	GRANTS IN LIEU	35,708	39,200		40,837	42,879	42,879
32076	K.C. SEPARATE SCHOOL	606,929	675,764	758,967	755,221		
	SUPPLEMENTARY	4,694	3,328		2,200	2,926	2,926
	GRANTS IN LIEU	4,491	4,753		5,077	5,331	5,331
SUB		7,444,338	8,115,153	8,507,293	8,794,754	342,085	342,085
TOTAL		7,444,338	8,115,153	8,507,293	8,794,754	342,085	342,085
REVENUE							
TAXES WRITTEN OFF							
	K.C. BOARD OF EDUCATION	(93,947)	(102,038)	(41,526)	(46,374)	(93,534)	(93,534)
	K.C. SEPARATE SCHOOL	(4,924)	(4,974)	(1,474)	(2,596)	(5,236)	(5,236)
SUB		(98,871)	(107,012)	(43,000)	(48,970)	(98,770)	(98,770)
TOTAL		(98,871)	(107,012)	(43,000)	(48,970)	(98,770)	(98,770)
NET REQUIREMENT		7,345,467	8,008,141	8,464,293	8,745,784	243,315	243,315



## FOR INFORMATION ONLY

FUNCTION PROGRAM ACTIVITY	DEBENTURE PRINCIPAL AND INTEREST	DEPARTMENT ACCOUNT NO.	CITY OF CHATHAM CURRENT BUDGET
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EXPENDITURE		SPENT		1983		1984	
		1981	1982	RECEIVED	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
Sewage Disposal	20th of 30	91,488	91,488	91,488	91,488	91,488	91,488
CMHC	By-law 5421						
Sewage Disposal	19th of 30	25,743	25,743	25,743	25,743	25,743	25,743
CMHC	By-law 5577						
Sewage Disposal	18th of 30	34,178	34,178	34,178	34,178	34,178	34,178
CMHC	By-law 5709						
Sewage Disposal	18th of 30	3,165	3,165	3,165	3,165	3,165	3,165
CMHC	By-law 5710						
Sewage Disposal	17th of 30	19,284	19,284	19,184	19,284	19,283	19,283
CMHC	By-law 5848						
Water Treatment	14th of 20	91,350	87,445	83,560	83,560	79,665	79,665
Plant	By-law 6081						
Water Treatment	14th of 20	111,027	111,773	111,055	111,055	110,967	110,967
Plant	By-law 6123						
Water Treatment	12th of 20	60,002	60,190	59,233	59,233	59,062	59,062
Plant	By-law 6237						
Civic Centre #1	9th of 20	129,375	125,100	120,825	120,825	116,550	116,550
	By-law 6647						
Civic Centre #2	8th of 20	187,250	190,750	183,750	183,750	176,750	176,750
	By-law 6785						
Lacroix St.	8th of 10	54,190	54,115	54,732	54,732	54,940	54,940
Underpass	By-law 6823						
Civic Centre #3	7th of 20	139,213	139,287	139,046	139,046	138,485	138,485
	By-law 6946						
River Road	6th of 10	116,541	110,390	104,239	104,239	98,087	98,087
Pumping Station	By-law 7277						
Water Distribu-	6th of 10	17,525	16,600	15,675	15,675	14,750	14,750
tion Centre	By-law 7277						
Sewage Treatment	5th of 10	312,000	294,000	276,000	276,000	258,000	258,000
Plant	By-law 7503						
Sewage Treatment	4th of 10	92,180	87,340	82,500	82,500	77,660	77,660
Plant	By-law 7665						
Downtown	3rd of 15		680,000	648,000	648,000	616,000	616,000
Revitalization	By-law 7906						
First Street	3rd of 15		98,480	92,400	92,400	86,320	86,320
Reconstruction	By-law 7906						
Grand Avenue	2nd of 10			163,912	163,912	154,747	154,747
Pump Sta. #2	By-law 8202						
Downtown	2nd of 10			144,117	144,117	134,993	134,993
Revital. #2	By-law 8203						
Kent Estate	1st of 10					11,438	11,438
Drains	By-law 8338						
Lacroix Street	1st of 10					451,843	451,843
Bridge	By-law 8340						
Local Improvements		970,245	995,343	1,001,949	1,001,949	973,121	973,121
Ministry of							
Environment		113,977	113,977	113,941	113,941	113,977	113,977
Sub Total				3,568,792	3,568,792	3,901,212	3,901,212
Downtown Loan Repayment				245,145	245,145	247,128	247,128
TOTAL		2,568,733	3,338,648	3,813,937	3,813,937	4,148,340	4,148,340







FUNCTION	REVENUE	DEPARTMENT	CITY OF CHATHAM
PROGRAM		ACCOUNT NO.	CURRENT BUDGET
ACTIVITY	TAXES	4111-4115	

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Taxation Revenue

4111

As this is a draft budget, no amount has been inserted in this account.

##### Supplementary Taxes

4112

This account records the supplementary taxes which are issued during the calendar year. The amount of supplementary tax revenue expected in 1984 is \$133,000.00. This estimate is based on the actual supplementary taxes received over the last two years.

##### Sewer Rates - Water Board - Industrial Surcharge

4113

On the advice of the Manager of the Chatham Water Commission, this amount remains unchanged in 1984. The Manager of the Water Commission feels that there will be little if any change in volumes in 1984.

The amount of sewer rate revenue in 1984 is expected to be \$400,000.00. Industrial Surcharge revenues in 1984 are expected to be \$32,000.00.

##### Telephone Gross Receipts

4114

The telephone and telegraph companies are taxed by municipalities in the following manner; 5% of the gross receipts received by the companies within the municipal boundaries are sent to the municipalities as their contribution towards the municipal tax burden. This amount is then prorated on the basis of the previous year's commercial public taxes between the general mill rate, the public taxes between the general mill rate, the public elementary mill rate and the secondary school mill rate. The amount for general purposes is used to reduce the general mill rate and the two amounts raised for the Boards of Education are used to reduce their requisition, in that, only the difference between the requisition and the amount of the telephone and telegraph gross receipts taxation is levied. The amount budgeted for in this account for 1984 is \$585,000.00.

##### Local Improvements Owners Share

4115

Local improvement debenture interest and principal payments become due at any point during the year. There are quite a few that are due on January and February of each year and again in June, July and August of each year. In order to make sure that the money is on hand to make these payments, the City of Chatham has always pre levied its local improvement payments. The amount shown here is the owners share. The amount to be raised to pay the City's share is shown in the expense portion of the budget under account 31000. The actual debenture payments, both principal and interest, are functionalized throughout the budget in the expenditure programs for which the debentures were incurred.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







<b>FUNCTION</b>  <b>PROGRAM</b>  <b>ACTIVITY</b>	<b>REVENUE</b>   <b>GRANTS IN LIEU OF TAXES</b>	<b>DEPARTMENT</b>  <b>ACCOUNT NO.</b>	<b>CITY OF CHATHAM</b>  <b>CURRENT BUDGET</b>
		4221-4224	

STATEMENT OF PURPOSE

The senior governments in Canada do not allow themselves to be taxed as such by the municipalities in any Province. However, they do pay what they feel to be an equitable grant in lieu of taxation to the municipalities, which is based on in most cases the value of the property which they own within the municipal boundaries. The Federal Government uses an average mill rate to arrive at its grant. The Provincial Government has two methods of payment. Under one they pay an amount equal to what the tax would have been on the property. Under the other method of payment, such as for jails, schools, hospitals, they pay a grant of \$50.00 per cell, per student or per bed.

HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

Canada

4221

The Federal Government grant in lieu of taxation is based on an average mill rate used within the municipality. The amount budgeted for in 1984 is the actual revenue received in 1983 plus 5% for the projected increase in the municipal mill rate. An additional grant in lieu will be received on the property purchased for the new Federal Building. The total is estimated to be \$114,450.00.

Ontario Tax Assistance Act

4222

This grant is paid in an amount equal to the taxation that would have been levied against the Government of Ontario properties located within the City of Chatham that are not subsidized by other forms of grants in lieu.

The amount expected to be received in 1984 is the actual amount received in 1983 plus 5% which represents the projected mill rate increase for 1984. The amount expected to be received in 1984 is \$49,260.00.

Ontario Grants in Lieu

4223

These grants are based in some cases on the assessment of the properties involved, and in some cases on other factors, such as the number of beds in a hospital, or the number of students in a college. The grant is made up as follows:

L.C.B.O.	\$ 8,850.00	
Poplar Street Senior Citizens	16,940.00	
Street Senior Citizens	40,970.00	
McNaughton Avenue Senior Citizens	54,095.00	
St. Clair College	29,850.00	
H.E.P.C. Ontario	56,190.00	
Jail	2,500.00	
Hospitals	25,400.00	
<b>Total</b>		<b>\$ 234,795.00</b>

Municipal Grants in Lieu

4224

This grant in lieu is a grant received from the municipal enterprises located in the City, and from our own parking facilities. The amount is broken down as follows:

Chatham Water Commission	\$ 70,925.00	
Chatham Hydro Commission	41,580.00	
Parking facilities	39,000.00	
<b>Total</b>		<b>\$ 151,505.00</b>

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b> REVENUE <b>PROGRAM</b> <b>ACTIVITY</b> GRANTS IN LIEU OF TAXES	<b>DEPARTMENT</b> <b>ACCOUNT NO.</b> 4221-4224	<b>CITY OF CHATHAM</b> <b>CURRENT BUDGET</b>
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REVENUE		RECEIVED		1983		1984	
		1981	1982	RECEIVED	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
4221	CANADA	(93,355)	(98,504)	(104,536)	(108,350)	(114,450)	(114,450)
4222	ONT. TAX ASSISTANCE ACT	(39,672)	(42,427)	(46,917)	(46,670)	(49,260)	(49,260)
4223	ONT. GRANTS IN LIEU OF TAX	(202,845)	(217,246)	(226,366)	(238,123)	(234,795)	(234,795)
4224	MUNICIPAL GRANTS IN LIEU	(109,962)	(134,931)	(144,305)	(150,070)	(151,505)	(151,505)
SUB		(445,834)	(493,108)	(522,124)	(543,213)	(550,010)	(550,010)
TOTAL		(445,834)	(493,108)	(522,124)	(543,213)	(550,010)	(550,010)



<b>FUNCTION</b>	REVENUE	<b>DEPARTMENT</b>	CITY OF CHATHAM CURRENT BUDGET
<b>PROGRAM</b>		<b>ACCOUNT NO.</b> 4331-4342	
<b>ACTIVITY</b>	PROVINCIAL GRANTS		

### STATEMENT OF PURPOSE

Contained within this section are the conditional and unconditional grants received from the Province. Conditional Provincial Grants are those grants which are received for a specific purpose, that is to provide specific services to municipal residents. The Unconditional Provincial Grants are grants which are received by municipalities for merely existing. These grants allow each municipality the flexibility to increase or decrease levels of service in different areas as they see fit.

### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

#### Unconditional Per Capita Grant

4331

This grant is based on \$11.00 per capita and the 1984 grants population of the municipality. As the 1984 grants population is not available, the Ministry of Municipal Affairs and Housing has suggested that the 1983 information be used at this time.

#### Resource Equalization Grant and General Support Grant

4342

These two grants are issued under the Property Tax Stabilization Act and are intended to be purely unconditional grants to the municipality. The Resource Equalization Grant is based on the difference in the assessment per capita in the City of Chatham and the Assessment per capita in the Province of Ontario. The Ministry of Municipal Affairs and Housing has indicated that this grant will be no less than that paid to municipalities in 1983. As such, the City of Chatham has budgeted \$2,443,536.00 which is the actual amount received in 1983.

The General Support Grant is based on 5 3/4% of the City of Chatham's net general dollar levy. As such, the City of Chatham has budgeted \$1,025,000.00 for the General Support Grant in 1984.

The amounts budgeted are estimates only, in that the actual figures which will be used to calculate the grants are a result of the consolidated financial statements which will not be published until April of 1984.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



<b>FUNCTION</b> REVENUE <b>PROGRAM</b> <b>ACTIVITY</b> PROVINCIAL GRANTS	<b>DEPARTMENT</b> <b>ACCOUNT NO.</b> 4331-4342	<b>CITY OF CHATHAM</b> <b>CURRENT BUDGET</b>
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REVENUE		RECEIVED		1983		1984	
		1981	1982	RECEIVED	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
4331	UNCONDITIONAL/CAPITA GRANT	(317,707)	(450,296)	(447,645)	(444,994)	(447,645)	(457,320)
4341	NON RECURRING GRANTS			(1,664,642)	(318,282)		
4342	RESOURCES EQUALIZATION GRANT	(2,415,474)	(2,413,536)	(2,413,536)	(2,413,536)	(2,413,536)	(2,240,734)
4342	GENERAL SUPPORT GRANT	(862,782)	(958,847)	(979,720)	(970,499)	(1,025,000)	(1,025,000)
SUB		(3,595,963)	(3,822,679)	(5,505,543)	(4,147,311)	(3,886,181)	(3,723,054)
TOTAL		(3,595,963)	(3,822,679)	(5,505,543)	(4,147,311)	(3,886,181)	(3,723,054)



<b>FUNCTION</b>	REVENUE	<b>DEPARTMENT</b>	CITY OF CHATHAM CURRENT BUDGET
<b>PROGRAM</b>		<b>ACCOUNT NO.</b> 4551-4552	
<b>ACTIVITY</b>	RENTALS, CONCESSIONS FRANCHISES		

### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

#### Rental of City Properties

4551

This account is used to record the rent received on all city property except those where the rent is used to offset the cost to arrive at a net city expenditure. A breakdown of the rentals is as follows:

Bell Canada (Telephone booths)	\$ 750.00
416 Park Street (12 months @ \$250./month)	3,000.00
Farm land - Sass Road (25 acres @ \$150./acre)	<u>3,750.00</u>

Total	\$ <u>7,500.00</u>
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The above revenues are based on budgeted amounts in 1983.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







<b>FUNCTION</b>	REVENUE	<b>DEPARTMENT</b>		<b>CITY OF CHATHAM</b>
<b>PROGRAM</b>		<b>ACCOUNT NO.</b>	4661-4776	<b>CURRENT BUDGET</b>
<b>ACTIVITY</b>	FINES-SERVICE CHARGES			

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Provincial Court By-Law Violations

4661

These are the fines which are paid to the City of Chatham by the Provincial Court. The amount budgeted for 1984 is based on the actual amount received in 1983. The amount expected to be received in 1984 is \$21,000.00

##### Parking Violations - Parking Tickets

4662

Any payments received on parking tickets are recorded here. The amount budgeted for in 1984 is directly related to the amount actually received in 1983. The amount expected to be collected in 1984 is \$35,000.00.

##### Clerk's and Treasurer's Fees

4772

This amount is related to the amount of money received by the Treasury Department and the Clerk's office for various forms, services and certificates they provide to the public. The amount budgeted for 1984 is based on the amount actually received in 1983, as there are no significant changes in activity foreseen. Thus the amount expected to be received in 1984 is \$12,000.00

##### Weed Cutting

4776

This account is used to record the weed cutting done by City crews and paid for by the owners of the lands involved. The amount budgeted for 1984 is based on the actual amount received in 1983 plus 5%. Accordingly, the amount expected to be received in 1984 for weed cutting is \$8,500.00.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION	REVENUE	DEPARTMENT	CITY OF CHATHAM
PROGRAM		ACCOUNT NO. 4881-4994	CURRENT BUDGET
ACTIVITY	INTEREST, PENALTIES AND OTHER REVENUE		

#### HIGHLIGHTS AND JUSTIFICATION OF BUDGET PROPOSALS

##### Penalty on Current Taxes

4881

The rate of penalty to be applied to overdue taxes in 1983 has been set by Council at 1 1/4% per month or 15% per annum. Using this rate and assuming the level of 1984 overdue taxes to be similar to that of 1983, it is projected that \$52,000 will be earned in 1984.

##### Interest on Tax Arrears

4882

The revenue expected to be earned through interest on tax arrears is based on actual interest rates to be applied as set by Council in previous years. An assumption that overdue taxes would continue along the same trend as has been experienced in 1983 was made. As such the amount expected to be earned through interest on tax arrears is \$254,700 in 1984.

##### Interest on Accounts Receivable

4883

Included in this account is interest on any outstanding miscellaneous accounts receivable that are overdue. The City charges 1 1/4% per month on overdue accounts receivable. The amount expected to be charged in 1984 is \$200.00.

##### Interest on Invested Funds

4991

A cash forecast was prepared for 1984 in order to project surplus funds available for investment. The cash forecast indicates that surplus funds will be available for investment from June to December of 1984. As such, the amounts projected in conjunction with projected interest rates results in an amount expected to be earned for interest income. That amount in 1984 is \$109,000.00.

##### Debenture Charges Recoverable

4992

In the Province of Ontario, municipal boards and commissions such as the Chatham Water Commission are not allowed to sell to their own debentures. The municipalities must sell the debentures for them. The municipality is liable for the payments of both principal and interest. In this account is recorded the recovery of the principal and interest payments made to the debenture holders by the City of Chatham. The debenture expenditures are shown under expenditures elsewhere in this budget.

##### Other Revenue

4994

The amount budgeted represents the Local Improvement Commutations for 1984.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



FUNCTION REVENUE  
PROGRAM  
ACTIVITY INTEREST-PENALTIES

DEPARTMENT  
ACCOUNT NO. 4881-4894

CITY OF CHATHAM  
CURRENT BUDGET

REVENUE		RECEIVED		1983		1984	
		1981	1982	RECEIVED	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
4881	PENALTY ON CURRENT TAXES	(169,560)	(127,007)	(19,928)	(116,500)	(78,500)	(78,500)
4882	INTEREST ON TAX ARREARS	(202,632)	(256,272)	(185,249)	(269,895)	(275,000)	(275,000)
4883	INTEREST ON ACCOUNTS RECEIVABLE	(350)	(119)	(709)	(200)	(200)	(200)
4991	INTEREST ON INVESTED FUNDS	(244,474)	(84,568)	(162,060)	(20,600)	(109,000)	(109,000)
4992	DEBENTURE CHARGES RECOVERABLE	(279,905)	(276,018)	(269,523)	(269,523)	(264,446)	(264,446)
4993	FORMER YEAR'S SURPLUS		(250,000)	0	(160,000)	(243,000)	(54,000)
4994	OTHER REVENUE	(136,040)	(8,100)	(14,340)		(12,260)	(12,260)
SUB		(932,961)	(1,002,084)	(651,808)	(836,718)	(982,406)	(793,406)
TOTAL		(932,961)	(1,002,084)	(651,808)	(836,718)	(982,406)	(793,406)



## DEPARTMENT

Engineering

CITY OF CHATHAM

CURRENT BUDGET

## PROGRAM

Transportation Services

Parking Facilities

## ACCOUNT NO.

24602

24603

## ACTIVITY

Construction, Maintenance,  
Collection, Enforcement

To provide metered and gated areas throughout the City and to maintain equipment and enforce the regulating By-law.

Highlights and Justification of Budget Proposals

Municipal Parking Lots 1 through 11 - Civic Centre and Street Meters:

Expenditures

Wages and Benefits - 24602, 24603

The amount of money budgeted in these items covers the wages and benefits for the existing maintenance man and Parking By-law Enforcement Officer.

## STAFF COMPLEMENT

1981

1982

1983

1984

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS



FUNCTION TRANSPORTATION SERVICES

DEPARTMENT ENGINEERING

CITY OF CHATHAM

PROGRAM PARKING FACILITIES

ACCOUNT NO. 24602-24603

CURRENT BUDGET

ACTIVITY

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
24602	WAGES	22,264	36,561	38,400	38,400	40,300	40,300
24603	BENEFITS	3,265	7,193	7,600	7,600	7,900	7,900
SUB		25,529	43,754	46,000	46,000	48,200	48,200
TOTAL		25,529	43,754	46,000	46,000	48,200	48,200

REVENUE							
SUB		0	0	0	0	0	0
TOTAL		0	0	0	0	0	0

NET REQUIREMENT		25,529	43,754	46,000	46,000	48,200	48,200
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**FUNCTION** Transportation Services

**PROGRAM** Parking Facilities

**ACTIVITY** Construction, Maintenance,  
Collection, Enforcement

**DEPARTMENT** Engineering

**ACCOUNT NO.** 24609-  
24635

**CITY OF CHATHAM**

**CURRENT BUDGET**

To provide areas for parking and to maintain equipment and enforce the regulating by-law

Highlights and Justification of Budget Proposals.

Clothing - 24609

The amount of money budgeted in this account covers the miscellaneous clothing purchases for the meter maintenance man and the Parking By-law Enforcement Officer.

Office Supplies - 24616

The money budgeted in this Account is used for the purchase of violation tickets for the parking operation as well as the Chatham Police Department.

Rent - 24635

Money has been budgeted for the rental and maintenance of the old Loblaw's Store (SacWall) Parking on King Street and Forsyth Street. The City presently has an agreement between SacWall and Loblaws at a rental rate of \$400 per month. It should be noted that the revenue generated from the existing meters within the SacWall lot (Municipal Lot 4) exceed the rental and maintenance costs but more important, provide an additional 45 parking spaces to Downtown shoppers. Rent = 12 months x \$400 = \$4,800.

Revenue:

Meter revenue, is monies received from municipally operated Parking Lots and on-street meters. Permit revenue is from sale of parking stickers to commercial vehicles for unloading at metered areas.

**STAFF COMPLEMENT**

**ESTABLISHED PERSONNEL (SALARIED)**

**UNSCHEDULED SALARIED POSITIONS**

**WAGE MAN YEARS**

**TOTAL FULL TIME EQUIVALENT POSITIONS**

**1981**

**1982**

**1983**

**1984**



**FUNCTION** TRANSPORTATION SERVICES  
**PROGRAM** PARKING FACILITIES  
**ACTIVITY**

**DEPARTMENT** ENGINEERING  
**ACCOUNT NO.** 24605-24635

**CITY OF CHATHAM**  
**CURRENT BUDGET**

EXPENDITURE	SPENT		1983		1984	
	1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
24605 PENSIONS				0	0	0
24606 MEDICALS				0	0	0
24607 UNEMPLOYMENT INSURANCE				0	0	0
24609 CLOTHING	190	97	500	500	700	700
24614 TELEPHONE	28				0	0
24616 OFFICE SUPPLIES	1,591	1,485	1,800	1,800	2,000	2,000
24622 UTILITIES	360				0	0
24626 PARKING DEPT. PRIN.	74,000	80,000			0	0
24627 PARKING DEPT. INT.	11,935	6,200			0	0
24635 RENT	1,285	5,480	4,800	5,400	4,800	4,800
SUB	89,389	93,262	7,100	7,700	7,500	7,500
<b>TOTAL</b>	114,918	137,016	53,100	53,700	55,700	55,700

REVENUE					
SUB	0	0	0	0	0
<b>TOTAL</b>	(196,869)	(216,300)	(139,700)	(139,300)	(140,100)

<b>NET REQUIREMENT</b>	(81,951)	(79,284)	(86,600)	(85,600)	(84,400)	(84,400)
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## FUNCTION

Transportation Services

## PROGRAM

Parking Facilities

## ACTIVITY

Construction, Maintenance,  
Collection, Enforcement

## DEPARTMENT

Engineering

## ACCOUNT NO.

24638  
24691

## CITY OF CHATHAM

## CURRENT BUDGET

To provide metered areas for parking and to maintain equipment and enforce the regulating of the By-law.

Highlights and Justification of Building ProposalsLot and Building Maintenance - 24638

Lot maintenance consists of cleaning, patching, line stripping and snow removal. Funds have also been budgeted for improvements to the C.P.R. station parking lot. It is proposed that the lot have a granular surface (\$25,000).

Equipment Maintenance - 24639

The money budgeted in this account is for the maintenance of existing parking equipment, meters and gates.

Vehicle Maintenance - 24640:Equipment Purchase - 24646Property Tax Payment - 24680

Budget increase is due to payment of taxes on Civic Centre lot and others for the first time in 1982 (not budgeted for in 1982).

Municipal Parking Lot #1	\$ 654
Municipal Parking Lot #2	\$ 3,047
Municipal Parking Lot #3	\$ 4,726
Municipal Parking Lot #4	\$ 866
Municipal Parking Lot #5	\$ 3,960
Municipal Parking Lot #6	\$ 3,538
Municipal Parking Lot #7	\$ 2,322
Municipal Parking Lot #8	\$ 1,347
Municipal Parking Lot #9	\$ 1,657
Municipal Parking Lot #10	\$ 4,383
Civic Centre	\$12,516
	<u>\$39,016</u>

## STAFF COMPLEMENT

1981

1982

1983

1984

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS



FUNCTION TRANSPORTATION SERVICES

PROGRAM PARKING FACILITIES

ACTIVITY

DEPARTMENT ENGINEERING

ACCOUNT NO. 24638-24691

CITY OF CHATHAM

CURRENT BUDGET

EXPENDITURE		SPENT		1983		1984	
		1981	1982	SPENT	APPROP'D	APPROP'N REQUESTED	APPROVED BY COUNCIL
24638	LOT+BUILDING MTCE.	2,655	4,744	4,000	4,000	27,000	27,000
24639	EQUIPMENT MAINTENANCE	5,178	962	5,000	5,000	4,000	4,000
24640	VEHICLE MAINTENANCE			1,500	1,500	0	0
24646	EQUIPMENT PURCHASE				0	0	0
24680	PROPERTY TAX	8,259	29,422	37,100	37,100	39,016	39,016
24691	CAPITAL EXPENDITURES						
	SUB	16,092	35,128	47,600	47,600	70,016	70,016
	<b>TOTAL</b>	131,010	172,144	100,700	101,300	125,716	125,716

REVENUE							
	SUB	0	0	0	0	0	0
	<b>TOTAL</b>	(196,869)	(216,300)	(139,700)	(139,300)	(140,100)	(140,100)

<b>NET REQUIREMENT</b>	(65,859)	(44,156)	(39,000)	(38,000)	(14,384)	(14,384)
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**STATE OF NEW YORK**  
**CITY OF ALBANY**  
**ALL FUNDS AND IN REVENUE**

	1983	1984	1985	1986	1987
Operating Expenses	1,000	1,010	1,020	1,030	1,040
Capital Expenditures	500	510	520	530	540
Debt Service	1,500	1,510	1,520	1,530	1,540
Reserve	1,000	1,010	1,020	1,030	1,040
Total	4,000	4,040	4,080	4,120	4,160

Operating Expenses Per Available Seat

1983	<b>THE CORPORATION OF THE CITY OF</b>				10	10
1984	<b>CHATHAM</b>				10	10
1985					10	10
1986	<b>CAPITAL BUDGET</b>				10	10
1987	<b>1984</b>				10	10

1983	1984	1985	1986	1987
1,000	1,010	1,020	1,030	1,040
500	510	520	530	540
1,500	1,510	1,520	1,530	1,540
1,000	1,010	1,020	1,030	1,040

**NEW YORK**

Operating Expenses	1,000	1,010	1,020	1,030	1,040
Capital Expenditures	500	510	520	530	540
Debt Service	1,500	1,510	1,520	1,530	1,540
Reserve	1,000	1,010	1,020	1,030	1,040
Total	4,000	4,040	4,080	4,120	4,160

1983 reflects all projects approved by the C.B.D. and not financed as of December 31, 1983.



## CITY OF CHATHAM

## STATEMENT OF CAPITAL DEBT COMMITMENT

ALL AMOUNTS ARE IN THOUSANDS

	1984	1985	1986	1987	1988
Debt Outstanding	12768	11147	9451	7742	5994
O.M.E. Liability	576	457	326	185	30
Existing Commitments (1)	2570	2382	2183	1972	1747
	<u>15914</u>	<u>13986</u>	<u>11960</u>	<u>9899</u>	<u>7771</u>
Future Commitments Per Capital Budget					
1984	75	68	60	53	45
1985	-	1363	1275	1180	1076
1986	-	-	2187	2003	1813
1987	-	-	-	2510	2317
1988	-	-	-	-	2521
	<u>15989</u>	<u>15417</u>	<u>15482</u>	<u>15645</u>	<u>15543</u>
	<u><u>15989</u></u>	<u><u>15417</u></u>	<u><u>15482</u></u>	<u><u>15645</u></u>	<u><u>15543</u></u>
DEBT CAPACITY					
Projected Operating Expenditures	29392	32037	34921	38063	41489
20% of Expenditures	5878	6407	6984	7613	8298
Debt Charges on Projected Debt	3150	3569	3716	3985	4312
Unconsumed Debt Charge Capacity	2728	2838	3268	3628	3986
Capitalized at 14%	11367	11825	13617	15117	16608

(1) This includes all projects approved by the O.M.B. and not financed as of December 31, 1983.



CITY OF CHATHAM  
1984 CAPITAL BUDGET SUMMARY  
GENERALLY ITEMS COSTING  
IN EXCESS OF \$190,000  
ALL AMOUNTS IN THOUSANDS

ITEM	GROSS COSTS	ESTIMATED RECEIPTS	NET COSTS	1984	1985	1986	1987	1988	1989 AND THEREAFTER
<b>Transportation Services</b>									
1 Roads	694	210	484	0 C	D				
2 Roads	2,050	1,445	605		0 C	D			
3 Roads	1,895	1,055	840			0 C	D		
4 Roads	3,420	2,110	1,310				0 C	D	
5 Roads	1,275	840	435					0 C	D
6 Roads	7,850	5,550	2,300						0 C D
7 Sidewalks	55	5	50	0 C	D				
8 Sidewalks	55	5	50		0 C	D			
9 Sidewalks	55	5	50			0 C	D		
10 Sidewalks	55	5	50				0 C	D	
11 Sidewalks	55	5	50					0 C	D
12 Sidewalks	55	5	50						0 C D
13 Parking Facilities	575		575					0 C	D
14 O.N.I.P.	500	250	250	0 C	D				
15 O.N.I.P.	1,000	500	500		0 C	D			
<b>Environmental Services</b>									
16 Sanitary Sewers	554	102	452	0 C	D				
17 Sanitary Sewers	329	72	257		0 C	D			
18 Sanitary Sewers	520	40	480			0 C	D		
19 Sanitary Sewers	610	60	550				0 C	D	
20 Sanitary Sewers	800	35	765					0 C	D
21 Sanitary Sewers	10,890	765	10,125						0 C D
22 Watermains	325	20	305		0 C	D			
23 Watermains	270		270			0 C	D		
24 Watermains	211		211				0 C	D	
25 Watermains	150		150					0 C	D
26 Storm Sewers	127		127	0 C	D				
27 Storm Sewers	2,539	2,069	470		0 C	D			
28 Storm Sewers	2,597	1,727	870			0 C	D		
29 Storm Sewers	504	104	400				0 C	D	
30 Storm Sewers	631	131	500					0 C	D
31 Storm Sewers	12,794	2,659	10,135						0 C D
<b>Community Planning and Development</b>									
32 Industrial Land Acquisition	75		75	0 C D					
<b>Recreation and Community Service</b>									
33 Thames Campus Development	200		200	0 C	D				
34 Cultural Centre Parking	76		76		0 C D				
35 Walter Hawkins Pool	400		400			0 C	D		
36 Brad-Lea Merritt Park	100		100			0 C	D		
	54,291	19,774	34,517						
Less 1989 And Thereafter	31,590	8,980	22,610						
	22,701	10,794	11,907						

0 - OMB Quota Requested	1,638	2,263	3,010	2,521	2,475	-
C - Construction, Purchase or Pay	1,638	2,263	3,010	2,521	2,475	-
D - Debenture	75	1,639	2,187	3,010	2,521	2,475



1984 CAPITAL BUDGET SUMMARY  
(ALL AMOUNTS IN THOUSANDS)  
GENERALLY ITEMS COSTING  
IN EXCESS OF \$190,000  
YEAR OF DEBENTURE IS SHOWN

PROJECT NAME	GROSS COSTS	ESTIMATED RECEIPTS	NET COSTS	1984	1985	1986	1987	1988	1989 AND THEREAFTER
<b>Transportation Services</b>									
<b>Roads</b>									
Byng	170	85	85	-	-	85	-	-	-
Fourth Street	100	10	90	-	90	-	-	-	-
Gregory Drive	130	65	65	-	-	-	-	-	65
Indian Creek Road E.	1,000	750	250	-	-	-	75	75	100
Keil Drive-Richmond to Riverview and Grand Ave Intersection	1,000	700	300	-	-	300	-	-	-
King W.-Lacroix to Crystal	770	385	385	-	-	-	-	385	-
King W.-Second to Lacroix	450	225	225	-	-	-	-	-	225
McNaughton E.-Phase II	450	200	250	-	250	-	-	-	-
McNaughton-Sandys to St. Clair	880	660	220	-	-	220	-	-	-
Park Avenue West	425	315	110	-	-	-	-	-	110
Park St.-William to Whitehall	800	400	400	-	-	-	-	-	400
Queen Street Underpass	5,750	4,500	1,250	-	-	-	-	-	1,250
Raleigh-Cross to Richmond	520	320	200	-	-	-	200	-	-
Sandys-Grand to McNaughton	1,700	1,200	500	-	-	-	-	500	-
Third Street Bridge	425	210	215	-	-	-	215	-	-
Victoria Avenue	1,170	585	585	-	-	-	-	-	585
Wellington-Lacroix to Second and Raleigh	1,300	600	700	-	-	-	350	350	-
Wellington to Cross Irwin Street	144	-	144	-	144	-	-	-	-
Sidewalks	330	30	300	-	50	50	50	50	100
Parking-Downtown Defined Area	575	-	575	-	-	-	-	-	575
O.N.I.P.	1,500	750	750	-	250	500	-	-	-
<b>Sanitary Sewers</b>									
Bloomfield Road	650	50	600	-	120	-	480	-	-
Faubert Drive	210	20	190	-	-	-	-	190	-
Irwin St. Trunk Phase I	450	-	450	-	-	-	-	-	450
Irwin St. Trunk Phase II	650	-	650	-	-	-	-	-	650
Woods Subdivision	400	40	360	-	-	-	-	360	-
Staal Subdivision (L.I.)	350	35	315	-	-	-	-	-	315
W.P.C.P. Expansion	2,000	-	2,000	-	-	-	-	-	2,000
Sass & Colborne	753	164	589	-	332	257	-	-	-
Post Five Year Projects	8,240	765	7,475	-	-	-	-	-	7,475
<b>Watermains</b>									
Bloomfield Road	210	20	190	-	-	190	-	-	-
Irwin Street	150	-	150	-	-	-	-	-	150
Park Ave W. and St. Clair	481	-	481	-	-	-	270	211	-
Raleigh and Patteson	115	-	115	-	-	115	-	-	-
<b>Storm Sewers</b>									
Bloomfield Road	650	180	470	-	-	-	470	-	-
Colborne Street Drain	70	-	70	-	70	-	-	-	-
General Sewer Separation	14,435	3,000	11,435	-	-	200	200	400	10,635
McFarlane Drain	19	-	19	-	19	-	-	-	-
Indian/McGregor Creek	3,980	3,510	470	-	-	270	200	-	-
Payne Backus Drain	38	-	38	-	38	-	-	-	-
Industrial Land Acquisition	75	-	75	75	-	-	-	-	-
	53,515	19,774	33,741	75	1,363	2,187	2,510	2,521	25,085



CITY OF CHATHAM  
1984 CAPITAL BUDGET SUMMARY  
(ALL AMOUNTS IN THOUSANDS)  
GENERALLY ITEMS COSTING  
IN EXCESS OF \$190,000  
YEAR OF DEBENTURE IS SHOWN

PROJECT NAME	GROSS COSTS	ESTIMATED RECEIPTS	NET COSTS	1984	1985	1986	1987	1988	1989 AND THEREAFTER
Balance Forward	53,515	19,774	33,741	75	1,363	2,187	2,510	2,521	25,085
Recreation & Community Services									
Thames Campus Development	200		200		200				
Culture Centre Parking	76		76		76				
Walter Hawkins Pool	400		400				400		
Brad-Lea Merritt Park	100		100				100		
	54,291	19,774	34,517	75	1,639	2,187	3,010	2,521	25,085
Less 1989 and Thereafter	31,590	8,980	22,610						22,610
	22,701	10,794	11,907	75	1,639	2,187	3,010	2,521	2,475



1984 CAPITAL BUDGET SUMMARY  
(ALL AMOUNTS IN THOUSANDS)  
YEAR OF CONSTRUCTION IS SHOWN

PROJECT NAME	GROSS COSTS	ESTIMATED RECEIPTS	NET COSTS	1984	1985	1986	1987	1988	1989 AND THEREAFTER
<b>Transportation Services</b>									
<b>Roads</b>									
Byng	170	85	85	-	85	-	-	-	-
Fourth Street	100	10	90	90	-	-	-	-	-
Gregory Drive	130	65	65	-	-	-	-	-	65
Indian Creek Road E.	1,000	750	250	-	-	75	75	100	-
Keil Drive-Richmond to Riverview and Grand Ave Intersection	1,000	700	300	-	300	-	-	-	-
King W.-Lacroix to Crystal	770	385	385	-	-	-	385	-	-
King W.-Second to Lacroix	450	225	225	-	-	-	-	225	-
McNaughton E.-Phase II	450	200	250	250	-	-	-	-	-
McNaughton-Sandys to St. Clair	880	660	220	-	220	-	-	-	-
Park Avenue West	425	315	110	-	-	-	-	110	-
Park St.-William to Whitehall	800	400	400	-	-	-	-	-	400
Queen Street Underpass	5,750	4,500	1,250	-	-	-	-	-	1,250
Raleigh-Cross to Richmond	520	320	200	-	-	200	-	-	-
Sandys-Grand to McNaughton	1,700	1,200	500	-	-	-	500	-	-
Third Street Bridge	425	210	215	-	-	215	-	-	-
Victoria Avenue	1,170	585	585	-	-	-	-	-	585
Wellington-Lacroix to Second and Raleigh	-	-	-	-	-	-	-	-	-
Wellington to Cross Irwin Street	1,300	600	700	-	-	350	350	-	-
Irwin Street	144	-	144	144	-	-	-	-	-
Sidewalks	330	30	300	50	50	50	50	50	50
Parking-Downtown Defined Area O.N.I.P.	575	-	575	-	-	-	-	575	-
O.N.I.P.	1,500	750	750	250	500	-	-	-	-
<b>Sanitary Sewers</b>									
Bloomfield Road	650	50	600	120	-	480	-	-	-
Faubert Drive	210	20	190	-	-	-	190	-	-
Irwin St. Trunk Phase I	450	-	450	-	-	-	-	450	-
Irwin St. Trunk Phase II	650	-	650	-	-	-	-	-	650
Woods Subdivision	400	40	360	-	-	-	360	-	-
Staal Subdivision (L.I.)	350	35	315	-	-	-	-	315	-
W.P.C.P. Expansion	2,000	-	2,000	-	-	-	-	-	2,000
Sass & Colborne	753	164	589	332	257	-	-	-	-
Post Five Year Projects	8,240	765	7,475	-	-	-	-	-	7,475
<b>Watermains</b>									
Bloomfield Road	210	20	190	-	190	-	-	-	-
Irwin Street	150	-	150	-	-	-	-	150	-
Park Ave W. and St. Clair	481	-	481	-	-	270	211	-	-
Raleigh and Patteson	115	-	115	-	115	-	-	-	-
<b>Storm Sewers</b>									
Bloomfield Road	650	180	470	-	-	470	-	-	-
Colborne Street Drain	70	-	70	70	-	-	-	-	-
General Sewer Separation	14,435	3,000	11,435	-	200	200	400	500	10,135
McFarlane Drain	19	-	19	19	-	-	-	-	-
Indian/McGregor Creek	3,980	3,510	470	-	270	200	-	-	-
Payne Backus Drain	38	-	38	38	-	-	-	-	-
Industrial Land Acquisition	75	-	75	75	-	-	-	-	-
	53,515	19,774	33,741	1,438	2,187	2,510	2,521	2,475	22,610



CITY OF CHATHAM  
1984 CAPITAL BUDGET SUMMARY  
(ALL AMOUNTS IN THOUSANDS)  
YEAR OF CONSTRUCTION IS SHOWN

PROJECT NAME	GROSS COSTS	ESTIMATED RECEIPTS	NET COSTS	1984	1985	1986	1987	1988	1989 AND THEREAFTER
Balance Forward	53,515	19,774	33,741	1,438	2,187	2,510	2,521	2,475	22,610
Recreation and Community Services									
Thames Campus Development	200		200	200					
Cultural Centre Parking	76		76		76				
Walter Hawkins Pool	400		400			400			
Brad-Lea Merritt Park	100		100			100			
	54,291	19,774	34,517	1,638	2,263	3,010	2,521	2,475	22,610
Less: 1989 And Thereafter	31,590	8,980	22,610						22,610
	22,701	10,794	11,907	1,638	2,263	3,010	2,521	2,475	0

STAFF COMPLIMENT			
1984	1985	1986	1987



FUNCTION Transportation Services

381

FUNCTION Hardsurfaced Roads

ACTIVITY Construction

DEPARTMENT Engineering

ACCOUNT NO. Highlights and  
Justification

CITY OF CHATHAM

CURRENT BUDGET

Capital Budget  
1984

1. Byng Avenue, Pavement, Curb & Gutter, Richmond Street to south end.

This road is a "now" deficient road on the Road Needs Study, which requires reconstruction with curb and gutter. The south end has deteriorated to gravel. It is a local industrial road carrying heavy loads from Libby's and concrete plants. The Industries tried to have a petition signed to initiate this work as a local improvement. This street has never been constructed to proper industrial standard and lacks proper drainage.

2. Fourth Street Improvements.

Council has approved an application under the C.A.I.P. program to improve the streetscape. Work to include planters, decorative lighting, sidewalk repairs, etc.

3. Gregory Drive (Victoria Ave. to East City Limits) - \$ 130,000

4. Indian Creek Road East:

At present this roadway is gravel and a constant maintenance problem. In 1982 the County took over this roadway as a suburban road, which enables a portion of the cost of reconstruction to be paid from suburban road funds. The City's share of the cost of the work would be approximately 25% of the total cost and is budgeted over a three year period.

5. Keil Drive - Richmond to Riverview and the Keil Grand Avenue Intersection

This project will involve reconstruction of the street including concrete curb and gutter and sidewalks as well as the modernization of traffic signal installations at the intersections. It is also proposed to reconstruct the railroad crossing with materials similar to those used for the new Lacroix Street crossing. The installation of curbs will control traffic and improve its flow on this busy arterial. The City's share of the cost would be approximately 25% of the total cost.

6. & King Street West, Phase I - Second Street to Lacroix Street,

7. Phase II - Lacroix to Crystal:

This road is "now" deficient according to the Road Needs Study in so far as structure, width and drainage are concerned. It is proposed to widen to a 9 metre width - two traffic lanes plus one emergency parking lane, reconstruct with excavation, granular, curb and gutter, sidewalks as required and storm sewers.

8. McNaughton Avenue East, Phase II Taylor to East City Limits.

This road is "now" deficient based on the Road Needs Study and requires reconstruction to a 10 metre pavement width (2 lanes and emergency stopping lane) with curb and gutter. The section from Delaware to East City Limits was repaved temporarily after sanitary sewer construction and has deteriorated as expected. Work includes nominal utility relocation, excavation, granular, asphalt, curb and gutter. The curb and gutter will be assessed under local improvement to property owners.

STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984



TRANSPORTATION SERVICES	ENGINEERING	382
HARDSURFACED ROADS	FINANCES	
CONSTRUCTION		

(IN THOUSANDS OF DOLLARS)

PROJECT NAME	GROSS ESTIMATED COSTS	ESTIMATED REVENUE	NET DEBENTURE	1984	1985	1986	1987	1988	1989 AND THEREAFTER
Byng (L.I.)	170	85	85	-	85	-	-	-	-
Fourth St. Improvements	100	10	90	90	-	-	-	-	-
Gregory Drive(Victoria Avenue to East City Limits	130	65	65	-	-	-	-	-	65
Indian Creek Road East (Creek Road to Queen St.)	1,000	750	250	-	-	75	75	100	-
Keil Dr.-Richmond to Riverview and Grand Ave Intersection	1,000	700	300	-	300	-	-	-	-
King St. W.-Lacroix to Crystal	770	385	385	-	-	-	385	-	-
King st. W.-Second to Lacroix	450	225	225	-	-	-	-	225	-
McNaughton Ave. E. Phase II (L.I.)	450	200	250	250	-	-	-	-	-
	4,070	2,420	1,650	340	385	75	460	325	65



383	FUNCTION	Transportation Services	DEPARTMENT	Engineering	CITY OF CHATHAM
	GRAM	Hardsurfaced Roads (continued)	ACCOUNT NO.	Highlights and Justification	CURRENT BUDGET
	ACTIVITY	Construction			Capital Budget 1984

9. McNaughton Avenue, Sandys Street to St. Clair Street, Reconstruction.

It is proposed that this street be widened and reconstructed to 4 lanes. The work is subsidizable at the rate of 75% under the Connecting Link Program. This project will include utility re-locations, curb, gutter and new street lighting and extensive intersection work at St. Clair Street to handle traffic as a result of this project and as defined in the Traffic Operations Study.

10. Park Avenue West (Houston St. to Merritt Ave.) - \$ 425,000

11. Park Street - William to Whitehall:

This road requires reconstruction to correct structural and pavement width inadequacies. Repeated resurfacing over the years has raised the road surface to a point which all but eliminates the adjacent curbs.

12. Queen Street Underpass:

The Queen Street Crossing has warranted an underpass according to the Functional Planning Report, dated 1978 carried out by McCormick Rankin, Consulting Engineers. The study outlined design requirements, including alignment, property, utilities, structure type and outlined funding. The City is on a long waiting list of municipalities requesting grade separation funds from the Canadian Transport Commission.

13. Raleigh Street - Cross to Richmond:

This project is a continuation of Wellington Street - Raleigh Street Reconstruction. It is required for Road Rebuilding, sanitary sewer repairs, storm sewer separation.

14. Sandys Street, Grand Avenue to McNaughton Avenue, Reconstruction.

It is proposed that this street be widened and reconstructed to 4 lanes. The work is subsidizable at the rate of 75% under the Connecting Link Program. This project will include utility re-locations, new storm sewer, (outlet relief for Sussex Drive storm system) pavement, curb, gutter, new sidewalks where required and new street lighting.

15. Third Street Bridge.

The recently completed bridge deck investigation report recommends that the deck be replaced in 2 or 3 years.

16. Victoria Avenue (Grand Ave. to Gregory Dr.) - \$1,170,000

17. Wellington Street - Lacroix to Second and Raleigh Street - Wellington to Cross.

The purpose of carrying out this project is threefold: continuation of storm sewer separation program, replacement of badly deteriorated sanitary sewers on Raleigh and Wellington, and to reconstruct streets, namely Wellington Street and a portion of Raleigh Street.

a)	Wellington Reconstruction	430,000
b)	Storm Sewer Separation	450,000
c)	Sanitary Sewer Repair	220,000
d)	Raleigh Reconstruction	200,000
		\$1,300,000

The depth of the sewer and its size require that several pieces of large equipment be mobilized and specialized methods be used which are uneconomical for short lengths of sewer installation; the length proposed is minimal (this is an extension to First Street Storm Sewer construction in 1980). The Sanitary Sewers are in extremely bad shape; cracked and broken pipe prevail, roots continually penetrate the cracks and block the sewers, settled sections of pipe cause ponding. Obviously, if the streets are dug up to replace or add sewers in a project of this scope, they should be reconstructed at the same time.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



TRANSPORTATION SERVICES

ENGINEERING

384

HARDSURFACED ROADS

FINANCES

CONSTRUCTION

(IN THOUSANDS OF DOLLARS)

PROJECT NAME	GROSS ESTIMATED REVENUE COSTS	ESTIMATED REVENUE	NET DEBENTURE	1984	1985	1986	1987	1988	1989 AND THEREAFTER
McNaughton Ave.- Sandys to St. Clair	880	660	220	-	220	-	-	-	-
Park Avenue West(Houston St. to Merritt Ave.)	425	315	110	-	-	-	-	110	-
Park Street-William to Whitehall	800	400	400	-	-	-	-	-	400
Queen Street Underpass	5,750	4,500	1,250	-	-	-	-	-	1,250
Raleigh-Cross to Richmond	520	320	200	-	-	200	-	-	-
Sandys St.-Grand to McNaughton	1,700	1,200	500	-	-	-	500	-	-
Third St. Bridge	425	210	215	-	-	215	-	-	-
Victoria Avenue(Grand to Gregory Dr.)	1,170	585	585	-	-	-	-	-	585
Wellington-Lacroix to Second and Raleigh-Wellington	1,300	600	700	-	-	350	350	-	-
	12,970	8,790	4,180	0	220	765	850	110	2,235

1984	1983	1982	1981	STAFF COMMENT
				ESTABLISHED PERSONNEL (SALARIES)
				UNDESIGNED SALARIED POSITIONS
				WAGE - MAN YEARS
				TOTAL FULL TIME EQUIVALENT POSITIONS



SECTION	TRANSPORTATION SERVICES
PROGRAM	SIDEWALKS
ACTIVITY	CONSTRUCTION NEW AND REPLACEMENT

DEPARTMENT	ENGINEERING
ACCOUNT NO.	HIGHLIGHTS AND JUSTIFICATION

CITY OF CHATHAM
CURRENT BUDGET
CAPITAL BUDGET 1984

According to the Sidewalk Condition Rating Study about 8 sections are high on the priority list for reconstruction in 1984. They would be initiated under Section 12 of the Local Improvement Act and these works would proceed only if there are insufficient objections to the work.

#### 1. General Sidewalk Construction

To maintain and construct good quality and safe sidewalks, based on the inventory and priority list, this budget provides for a program of sidewalk construction initiated by the Municipality and property owners through petition.

##### Local Improvements - Cost Estimate

Thames Street W.S.	Dover to 57.912m South	\$ 14,000.00
Arnold W.S.	Forest to #32 (360')	5,000.00
Harvey S.S. (340')	Raleigh to Jeffrey	6,000.00
Jeffrey W.S. (240')	Harvey to C.P.R.	4,000.00
Kent W.S. (240')	Grand to Barthe	4,000.00
Robertson E.S. (250')	Thelma to Edna	4,000.00
Hazel E.S. (340')	Poplar to Fielder	5,000.00
Patteson N.S. (420')	Lacroix to #143	7,000.00
		<u>\$ 50,000.00</u>

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



## SIDEWALKS

## FINANCES

386

CONSTRUCTION NEW AND  
REPLACEMENT

(IN THOUSANDS OF DOLLARS)

## PROJECT NAME

GROSS ESTIMATED REVENUE COSTS	ESTIMATED	NET DEBENTURE	1984	1985	1986	1987	1988	1989 AND THEREAFTER
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General Sidewalk  
Construction (L.I.)

330	30	300	50	50	50	50	50	50
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1984	1983	1982	1981	STAFF COMMENT
				ESTABLISHED PERSONNEL (SALARIED)
				UNDESIGNATED SALARIED POSITIONS
				WAGE MAN YEARS
				TOTAL FULL TIME EQUIVALENT POSITIONS



**FUNCTION** Transportation Services

**PROGRAM** Parking Facility

**ACTIVITY** Purchase and Construction

**DEPARTMENT** Engineering

**ACCOUNT NO.** Highlights and Justification

**CITY OF CHATHAM**

**CURRENT BUDGET**

Capital Budget  
1984

**1. Downtown Defined Area, Additional Parking.**

The proposal recommends providing additional parking facilities in the Downtown Defined Area. The City of Chatham Downtown Study dated August 1972 recommended that the existing parking lots in this area be expanded when the capacity was required. The Downtown Chatham Business Improvement Area Association has been involved in discussions of the proposal to date and agree in principal with the expansion proposed. It is anticipated to purchase three properties and expand the existing parking facilities together with new improved lot surface and money collection facilities. It is proposed to recoup the cost over a ten year period by assessing all benefitting Downtown merchants in the assessment Area (91 merchants) an equal annual charge; that is, although debentures are sold by the Municipality, there is no cost to the City for the project.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				







FUNCTION Transportation Services

PROGRAM Special Projects  
O.N.I.P.

ACTIVITY Urban Renewal

DEPARTMENT Engineering

ACCOUNT NO. Highlights and  
Justification

CITY OF CHATHAM

CURRENT BUDGET

Capital Budget  
1984

The O.N.I.P. area has been defined as the area bounded by William Street North, McGregor's Creek, Thames River, the C. & O. Railway, C.N. Railway, Degge Street and Park Avenue East and the project proposed is as follows:

Phase 2 - 1984

This phase of the program would provide repairs and upgrading at the Chatham Cultural Centre, Tecumseh Park, Water Street, Victoria Park/Chatham Collegiate School - Playground Development and Stirling Park. The work would also provide for roadworks, curbwarks, sidewalks and street lighting at various locations throughout the designated O.N.I.P. area, primarily in Sub Neighbourhood 2, and will complement the Phase 1 portion of the project.

Phase 3 - 1985

This phase of the program would complement works completed under the first two phases such as park and playground development and further upgrading of streets, curbs and sidewalks in the combined O.N.I.P. areas. The City intends to apply for \$1,000,000 for 1985 works under the program of which the City's share would be \$500,000.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



URBAN RENEWAL

(IN THOUSANDS OF DOLLARS)



FUNCTION Transportation Services

391 AM Sanitary Sewers

ACTIVITY Construction

DEPARTMENT Engineering

ACCOUNT NO. Highlights and Justification

CITY OF CHATHAM

CURRENT BUDGET

Capital Budget  
1984

1. Bloomfield Sanitary Sewer from Richmond Street to Riverview Drive.

The construction of this work will provide the outlet for the industrial development lands. This sewer would be constructed under Section 12 of the Local Improvement Act. Also it may be possible to obtain an interest free government loan, available for 75% of the City's share, forgiving interest on a reducing formula over 5 years. The estimated revenue assumes approximately 7.5% of assessment will be commuted.

2. Faubert Drive

This street is presently served by septic tanks, and in keeping with past City of Chatham policy, it is proposed to construct sanitary sewers to eliminate this. The works would be initiated under Section 12 of the Local Improvement Act and estimated revenue assumes 10% assessment will be commuted.

3. Irwin Street Trunk Sewer - Phase I - Water Pollution Control Plant to Richmond Street.

This project is proposed as the initial leg towards servicing residential and industrial land in south Chatham. It is proposed to recover the costs, at the time of development of the lands, by equitable impost charges.

4. Irwin Street Trunk Sewer, Phase II - Richmond Street to Park Avenue West.

Phase II of the Irwin Street Trunk will provide the outlet for sanitary sewage for the annexed undeveloped residential lands south of Park Avenue. It may be possible to obtain an interest free government loan, available for 75% of the City's share, forgiving interest on a reducing formula over 5 years. It is proposed to recover the cost of this installation at the time of development of lands by equitable impost charges.

5. Woods Subdivision - Vanderpark Drive, St. Michael Avenue, Heather Drive, Holland Avenue.

It is proposed to initiate the construction of sanitary sewers on these streets in the southwestern part of the City which are now served by septic tanks. These works would be initiated under Section 12 of the Local Improvements Act and the estimated revenue assumes 10% assessment will be commuted.

6. Jules Staal Subdivision.

It is proposed to initiate the construction of sanitary sewers on these streets in the northwestern part of the City which are now served by septic tanks. These works would be initiated under Section 12 of the Local Improvement Act and the estimated revenue assumes 10% assessment will be commuted.

7. Water Pollution Control Plant.

Expansion of the inlet facilities are required to solve overflow problems due to current storm surcharge loadings and to provide for increased industrial loadings.

8. Sass-Colborne.

The work includes the construction of a sanitary sewer and asphalt pavement with roadside ditches under the Local Improvement Act, on Sass Road from Park Avenue East to Colborne and on Colborne from the C. & O. Railway to the City limits.

9. Post 5 Year Projects

a) Bothwell St.	- \$ 70,000	f) Sass Road-Colborne St.	- \$ 520,000
b) Industrial St.	- \$140,000	(All Sass Rd., Colborne, C. & O.	
c) National-Borrowman Ave.	- \$150,000	tracks to City limits, Ivan, Polly)	
d) Coverdale Extension	- \$180,000	g) North Side Trunk Sewer	- \$3,100,000
(Forest to Anne Marie)		h) Restorick Subdivision	- \$1,070,000
e) Given Road Area	- \$140,000	(Gregory, Romheath, Maryknoll,	
(Spurgeon, Carlos and Given)		Lancefield, Ellis, Marie, Helen	
		St. Clair, Lawson, Victoria Ave.N.)	
		i) South Side Trunk Sewer	- \$2,070,000
		j) Wilcox Subdivision-Oriole Pkwy.	- \$ 800,000
		-Bloomfield Road	

STAFF COMPLEMENT

ESTABLISHED PERSONNEL (SALARIED)

UNSCHEDULED SALARIED POSITIONS

WAGE MAN YEARS

TOTAL FULL TIME EQUIVALENT POSITIONS

1981

1982

1983

1984



## ENVIRONMENTAL SERVICES

## SANITARY SEWERS

## CONSTRUCTION

## ENGINEERING

## FINANCES

392

(IN THOUSANDS OF DOLLARS)

PROJECT NAME	GROSS ESTIMATED COSTS	ESTIMATED REVENUE	NET DEBENTURE	1984	1985	1986	1987	1988	1989 AND THEREAFTER
Bloomfield Road (L.I.)	650	50	600	120	-	480	-	-	-
Faubert Drive (L.I.)	210	20	190	-	-	-	190	-	-
Irwin Str. Trunk-Phase I	450	-	450	-	-	-	-	450	-
Irwin Str. Trunk-Phase II	650	-	650	-	-	-	-	-	850
Staal Subdivision (L.I.)	350	35	315	-	-	-	-	315	-
Woods Subdivision (L.I.)	400	40	360	-	-	-	360	-	-
W.P.C.P. Expansion	2,000	-	2,000	-	-	-	-	-	2,000
Sass-Colborne	753	164	589	332	257	-	-	-	-
Post Five Year Projects	8,240	765	7,475	-	-	-	-	-	7,475
	13,703	1,074	12,629	452	257	480	550	765	10,125

1984	1985	1986	1987

STAFF COMPLIMENT
ESTABLISHED PERSONNEL (SALARIED)
PROPOSED SALARIED POSITIONS
AND MAN YEARS
TOTAL FULL TIME EQUIVALENT POSITIONS



<b>FUNCTION</b> 393 Transportation Services <b>GRAM</b> Water Mains <b>ACTIVITY</b> Construction	<b>DEPARTMENT</b> Engineering <b>ACCOUNT NO.</b> Highlights and Justification	<b>CITY OF CHATHAM</b> <b>CURRENT BUDGET</b> Capital Budget 1984
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# Watermains:

1. Bloomfield Road from Richmond Street to Riverview, and Riverview from Bloomfield to existing main, 550 ft. easterly.  
 It is proposed to construct a 12" watermain on Bloomfield Road from Richmond Street to Riverview Drive and on Riverview Drive from Bloomfield Road to approximately 550' easterly to connect existing major water distribution facilities. The construction of this water main will provide the proper servicing of the industrial lands at the intersection of Bloomfield Road and Riverview Drive. It will also provide necessary looping to the watermains already in existence on Richmond Street and on Riverview Drive. This watermain would be constructed under Section 12 of the Local Improvement Act. The estimated revenue assumes 10% of assessment will be commuted. It may be possible to obtain an interest free government loan, available for 75% of the City's share, forgiving interest on a reducing formula over 5 years, i.e. 100% the first year, 75% the second year, etc.

The following watermains have been requested by the Chatham Water Commission. The method of financing for almost all of them has been stated as by "Debenture if other funds not available." The method of financing for the Raleigh St. watermain is stated as by "Debenture if general funds not available." The watermains are as follows:

- 12" watermain on Raleigh St. from Harvey St. to Patteson Ave., approximately 1,600', and on Patteson Ave. from Raleigh St. approximately 700' \$115,000.
- (a) 12" watermain on Park Ave. W. from Wedgewood Ave. to Irwin St. approximately 4,000' \$160,000.  
 (b) 12" watermain on Park Ave. W. from Irwin St. westerly to Bloomfield Rd., approximately 2,900' \$116,000.
- 16" watermain on Irwin St. from Richmond St. southerly to Park Ave. approximately 2,500' \$150,000.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



(IN THOUSANDS OF DOLLARS)

PROJECT NAME	GROSS ESTIMATED COSTS	ESTIMATED REVENUE	NET DEBENTURE	1984	1985	1986	1987	1988	1989 AND THEREAFTER
Bloomfield Road	210	20	190	-	190	-	-	-	-
Irwin Street	150	-	150	-	-	-	-	150	-
Park Avenue West	481	-	481	-	-	270	211	-	-
Raleigh Street	115	-	115	-	115	-	-	-	-
	956	20	936	0	305	270	211	150	0



395

FUNCTION  
Transportation Services

AM  
Storm sewers

ACTIVITY  
Construction

DEPARTMENT  
Engineering

ACCOUNT NO.  
Highlights and Justification

CITY OF CHATHAM

CURRENT BUDGET

Capital Budget  
1984

1. Payne-Backus Drain, Thames River to South of The City.

Raleigh Township has received a petition for the cleaning, repair and improvement to culverts on the Payne-Backus Drain and has initiated a report. The amount budgeted is the City of Chatham property owner's portion, which may be debentured.

2. Bloomfield Road from Thames River to the C.P.R. Tracks.

The construction of the Bloomfield Road Storm Sewer is proposed as part of the perimeter servicing of the industrial land at the intersection of Bloomfield and Riverview. It is proposed to construct the storm sewer from the Thames River southerly to the C.P.R. tracks of sufficient size to service approximately 117 acres, being the easterly portion of the industrial lands and to provide outlet for undeveloped lands on the east side of Bloomfield Road immediately south of Motor Wheel. This construction should be carried out in conjunction with the sanitary sewer and water main on Bloomfield Road. Future lands in the industrial area would have to be serviced by a separate outlet.

3. Indian/McGregor Creek Improvement

4. Colborne Street Drain West

Improvements and repairs to put the drain back into proper service capacity.

5. McFarlane Drain

Dover Township proposes to build the Rivard pumping works and budget is for City's share.

6. General Sewer Separation and Relief Program.

The older areas of the City are serviced by combined sewers carrying both storm and sanitary water. These are inefficient since they are undersized to adequately carry storm water and the storm water they do carry must be treated at the sewage treatment plant, overloading it at times of heavy rain. The City has maintained a policy of constructing storm sewers in these areas on a long term basis. We have budgeted a block of funds for each year which will be spent on the following projects:

a) <u>Ursuline Ave. Area</u>	- \$1,060,000	j) <u>Princess Street</u>	- \$1,000,000
(Brock, Sheldon, DeGreave, Wilson, Fielder, Poplar, Lowe, Ursuline, McKeough, Emma, Grand W., Violet)		(Payne, Ellwood, Prince, Princess, Murray, King Street)	
b) <u>Van Allen Area</u>	- \$3,070,000	k) <u>Seventh Street</u>	- \$ 50,000
(Joseph, Forest, Florence, Victoria, Amelia, Lydican, Owen, Wiltshire, Gladstone, Elizabeth, Arnold, Coverdale, Bedford, Delaware, Selkirk, VanAllen, Grand Ave.)		(Seventh, Stanley)	
c) <u>Pitt St. Area</u>	- \$ 410,000	l) <u>Gregory Drive</u>	- \$ 180,000
(Pitt, Hillyard, Joseph, Barthe, Victoria, Dover, Thames)		(Gregory Dr., Victoria)	
d) <u>Chatham St. Area</u>	- \$ 125,000	m) <u>Victoria Avenue</u>	- \$ 270,000
(Chatham, Grant, Thames)		(Victoria, Jackson, Ardleigh)	
e) <u>William St.</u>	- \$ 230,000	n) <u>Inshes Avenue Area</u>	- \$1,425,000
(McGregor's Creek to Water St.)		(Berry, O'Neil, Park Ave. W. Inshes Avenue)	
f) <u>Duke St. Area</u>	- \$ 700,000	o) <u>Prince Street</u>	- \$ 780,000
(Hyslop, Degge, Park St., Park Lane, Harwich, St. Anthony, Chestnut)		(Prince, Park, St. George, Foster)	
g) <u>Adelaide St.</u>	- \$ 130,000	p) <u>Buckingham, Robertson</u>	- \$1,790,000
(Murray to Ellwood)		(Byng, Richmond, Buckingham, Tecumseh, Robertson)	
h) <u>Taylor Ave.</u>	- \$ 275,000	q) <u>Ninth Street</u>	- \$ 330,000
(North Half)		(Stanley, Lansdowne, Ninth)	
i) <u>Merritt Ave. South</u>	- \$1,950,000	r) <u>McNaughton Avenue</u>	- \$ 170,000
		(Outlet to Bissell Drain)	
		s) <u>St Clair St.</u>	- \$ 490,000
		(McNaughton to McKeough)	

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



## ENVIRONMENTAL SERVICES

## ENGINEERING

STORM SEWERS

FINANCES

396

CONSTRUCTION

(IN THOUSANDS OF DOLLARS)

PROJECT NAME

GROSS ESTIMATED COSTS	ESTIMATED REVENUE	NET DEBENTURE	1984	1985	1986	1987	1988	1989 AND THEREAFTER
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Payne-Backus Drain

38

-

38

38

-

-

-

-

-

Bloomfield Road

650

180

470

-

-

470

-

-

-

Indian/McGregor Creek  
Improvement

3,980

3,510

470

-

270

200

-

-

-

Colborne Street Drain

70

-

70

70

-

-

-

-

-

McFarlane Drain

19

-

19

19

-

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General Sewer Separation  
and Relief Program

14,435

3,000

11,435

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200

200

400

500

10,135

19,192

6,690

12,502

127

470

870

400

500

10,135

1984	1985	1986	1987	STAFF COMPLIMENT
				ESTABLISHED PERSONNEL (SALARIES)
				UNASSIGNED SALARIED POSITIONS
				WAGE MAN YEARS
				TOTAL FULL TIME EQUIVALENT POSITIONS



## INDUSTRIAL LAND

The acquisition of fully serviced industrial land is imperative for the City of Chatham.

The Ontario Municipal Board has approved the raising of \$750,000 by the City of this purpose.

The property we want to acquire is a parcel of thirty (30) acres that was professionally appraised at \$25,000 per acre for a total of \$750,000. An allowance for inflation and debenture costs is being requested in 1984.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



CITY OF CHATHAM  
LAND ACQUISITION

FINANCES

REGISTRATION AND  
PROPERTY SERVICE  
398

398

(IN THOUSANDS OF DOLLARS)

PROJECT NAME	GROSS ESTIMATED REVENUE COSTS	ESTIMATED REVENUE	NET DEBENTURE	1984	1985	1986	1987	1988	1989 AND THEREAFTER
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Industrial Land

75	-	75	75	-	-	-	-	-	-
75	0	75	75	0	0	0	0	0	0

1984		1985		1986		1987		1988		1989		1990		1991		1992		1993		1994		1995		1996		1997		1998		1999		2000		2001		2002		2003		2004		2005		2006		2007		2008		2009		2010		2011		2012		2013		2014		2015		2016		2017		2018		2019		2020		2021		2022		2023		2024		2025		2026		2027		2028		2029		2030		2031		2032		2033		2034		2035		2036		2037		2038		2039		2040		2041		2042		2043		2044		2045		2046		2047		2048		2049		2050		2051		2052		2053		2054		2055		2056		2057		2058		2059		2060		2061		2062		2063		2064		2065		2066		2067		2068		2069		2070		2071		2072		2073		2074		2075		2076		2077		2078		2079		2080		2081		2082		2083		2084		2085		2086		2087		2088		2089		2090		2091		2092		2093		2094		2095		2096		2097		2098		2099		2100		2101		2102		2103		2104		2105		2106		2107		2108		2109		2110		2111		2112		2113		2114		2115		2116		2117		2118		2119		2120		2121		2122		2123		2124		2125		2126		2127		2128		2129		2130		2131		2132		2133		2134		2135		2136		2137		2138		2139		2140		2141		2142		2143		2144		2145		2146		2147		2148		2149		2150		2151		2152		2153		2154		2155		2156		2157		2158		2159		2160		2161		2162		2163		2164		2165		2166		2167		2168		2169		2170		2171		2172		2173		2174		2175		2176		2177		2178		2179		2180		2181		2182		2183		2184		2185		2186		2187		2188		2189		2190		2191		2192		2193		2194		2195		2196		2197		2198		2199		2200		2201		2202		2203		2204		2205		2206		2207		2208		2209		2210		2211		2212		2213		2214		2215		2216		2217		2218		2219		2220		2221		2222		2223		2224		2225		2226		2227		2228		2229		2230		2231		2232		2233		2234		2235		2236		2237		2238		2239		2240		2241		2242		2243		2244		2245		2246		2247		2248		2249		2250		2251		2252		2253		2254		2255		2256		2257		2258		2259		2260		2261		2262		2263		2264		2265		2266		2267		2268		2269		2270		2271		2272		2273		2274		2275		2276		2277		2278		2279		2280		2281		2282		2283		2284		2285		2286		2287		2288		2289		2290		2291		2292		2293		2294		2295		2296		2297		2298		2299		2300		2301		2302		2303		2304		2305		2306		2307		2308		2309		2310		2311		2312		2313		2314		2315		2316		2317		2318		2319		2320		2321		2322		2323		2324		2325		2326		2327		2328		2329		2330		2331		2332		2333		2334		2335		2336		2337		2338		2339		2340		2341		2342		2343		2344		2345		2346		2347		2348		2349		2350		2351		2352		2353		2354		2355		2356		2357		2358		2359		2360		2361		2362		2363		2364		2365		2366		2367		2368		2369		2370		2371		2372		2373		2374		2375		2376		2377		2378		2379		2380		2381		2382		2383		2384		2385		2386		2387		2388		2389		2390		2391		2392		2393		2394		2395		2396		2397		2398		2399		2400		2401		2402		2403		2404		2405		2406		2407		2408		2409		2410		2411		2412		2413		2414		2415		2416		2417		2418		2419		2420		2421		2422		2423		2424		2425		2426		2427		2428		2429		2430		2431		2432		2433		2434		2435		2436		2437		2438		2439		2440		2441		2442		2443		2444		2445		2446		2447		2448		2449		2450		2451		2452		2453		2454		2455		2456		2457		2458		2459		2460		2461		2462		2463		2464		2465		2466		2467		2468		2469		2470		2471		2472		2473		2474		2475		2476		2477		2478		2479		2480		2481		2482		2483		2484		2485		2486		2487		2488		2489		2490		2491		2492		2493		2494		2495		2496		2497		2498		2499		2500		2501		2502		2503		2504		2505		2506		2507		2508		2509		2510		2511		2512		2513		2514		2515		2516		2517		2518		2519		2520		2521		2522		2523		2524		2525		2526		2527		2528		2529		2530		2531		2532		2533		2534		2535		2536		2537		2538		2539		2540		2541		2542		2543		2544		2545		2546		2547		2548		2549		2550		2551		2552		2553		2554		2555		2556		2557		2558		2559		2560		2561		2562		2563		2564		2565		2566		2567		2568		2569		2570		2571		2572		2573		2574		2575		2576		2577		2578		2579		2580		2581		2582		2583		2584		2585		2586		2587		2588		2589		2590		2591		2592		2593		2594		2595		2596		2597		2598		2599		2600		2601		2602		2603		2604		2605		2606		2607		2608		2609		2610		2611		2612		2613		2614		2615		2616		2617		2618		2619		2620		2621		2622		2623		2624		2625		2626		2627		2628		2629		2630		2631		2632		2633		2634		2635		2636		2637		2638		2639		2640		2641		2642		2643		2644		2645		2646		2647		2648		2649		2650		2651		2652		2653		2654		2655		2656		2657		2658		2659		2660		2661		2662		2663		2664		2665		2666		2667		2668		2669		2670		2671		2672		2673		2674		2675		2676		2677		2678		2679		2680		2681		2682		2683		2684		2685		2686		2687		2688		2689		2690		2691		2692		2693		2694		2695		2696		2697		2698		2699		2700		2701		2702		2703		2704		2705		2706		2707		2708		2709		2710		2711		2712		2713		2714		2715		2716		2717		2718		2719		2720		2721		2722		2723		2724		2725		2726		2727		2728		2729		2730		2731		2732		2733		2734		2735		2736		2737		2738		2739		2740		2741		2742		2743		2744		2745		2746		2747		2748		2749		2750		2751		2752		2753		2754		2755		2756		2757		2758		2759		2760		2761		2762		2763		2764		2765		2766		2767		2768		2769		2770		2771		2772		2773		2774		2775		2776		2777		2778		2779		2780		2781		2782		2783		2784		2785		2786		2787		2788		2789		2790		2791		2792		2793		2794		2795		2796		2797		2798		2799		2800		2801		2802		2803		2804		2805		2806		2807		2808		2809		2810		2811		2812		2813		2814		2815		2816		28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FUNCTION	RECREATION AND COMMUNITY SERVICES	DEPARTMENT	CITY OF CHATHAM
PROGRAM	RECREATION	ACCOUNT NO. FIVE YEAR CAPITAL BUDGET	CURRENT BUDGET
ACTIVITY			

- 1) Thames Campus Development (1984) \$300,000.00 \$200,000.00

The first phase of the development of the Thames Campus is well underway and we should be looking toward further amenities in the second phase. This might include items such as a four hundred meter track, four tennis courts, outdoor basketball and squash courts, along with the required roads and drainage.

- 2) Upgrade Walter Hawkins Pool, construct dressing rooms adjacent to arena and enclose pool (1986) \$400,000.00

In the event that sufficient funds are not raised to build a new indoor swimming pool on Thames Campus, an alternative could be the enclosure of Walter Hawkins Pool located close by Northside Arena. When the arena was built it was designed to accommodate change rooms, shower rooms, etc., on the south side adjacent to the pool. There is a need in the City for additional indoor swimming facilities.

- 3) Development of park area and river bank property Brad-Lea area - Merritt Ave (1986) \$100,000.00

There is a possibility of a beautiful park being developed along the river in the former Brad-Lea area just off Merritt Avenue extension. The park area is a good size and it extends westerly along the river. This could be an ideal family picnic area in the future with a picturesque walkway along the river.

- 4) Purchase properties adjacent to Cultural Centre for parking (1985) \$100,000.00 \$ 76,000.00

As the use of the Cultural Centre continues to grow with planned programming, general use and rentals, along with the seniors, shipping and receiving, etc., the need for additional parking is becoming very evident. We should be prepared to purchase additional properties as they become available to fill the need for the required parking.

STAFF COMPLEMENT	1981	1982	1983	1984
ESTABLISHED PERSONNEL (SALARIED)				
UNSCHEDULED SALARIED POSITIONS				
WAGE MAN YEARS				
TOTAL FULL TIME EQUIVALENT POSITIONS				



Function: Recreation and Community Services

City of Chatham  
Finances

Capital Budget  
1984

(IN THOUSANDS OF DOLLARS)

Project Name	Gross Estimated Cost	Estimated Revenue	Net Debenture Requirement	1984	1985	1986	1987	1988	1989 and Thereafter
Recreation and Community Services									
Thames Campus Development	200		200	200					
Cultural Centre Parking	76		76		76				
Walter Hawkins Pool	400		400			400			
Brad-Lea Merritt Park	100		100			100			
	<u>776</u>	<u>-</u>	<u>776</u>	<u>200</u>	<u>76</u>	<u>500</u>	<u>-</u>	<u>-</u>	<u>-</u>





# FIVE-YEAR CAPITAL EXPENDITURES FORECAST

MUNICIPALITY \_\_\_\_\_ CITY \_\_\_\_\_ OF \_\_\_\_\_ CHATHAM \_\_\_\_\_

O.M.B. FORM 43/1984

	1984	1985	1986	1987	1988
	\$	\$	\$	\$	\$
<b>FORECAST OF TOTAL MUNICIPAL PURPOSE REVENUE FUND EXPENDITURES FOR EACH OF THE YEARS 1984 - 1988</b> (To agree with 1983 F.I.R. Schedule 12, Line 73)	29,392,000	32,037,000	34,921,000	38,063,000	41,489,000
<b>RETIREMENTS IN CAPITAL DEBT IN EACH OF THE YEARS 1984 - 1988</b> (These amounts should include estimates of amounts of new debt that will be retired in the later of these years and agree with 1983 F.I.R. Schedule 8, Lines 60 to 64, total of Columns 1, 3 & 5, plus Lines 72, 73, 74, 75 and 76)	1,659,000	1,927,000	2,113,000	2,341,000	2,497,000

MUNICIPAL CAPITAL WORKS FOR WHICH APPROVAL OF THE ONTARIO MUNICIPAL BOARD  
WILL BE REQUESTED IN EACH OF THE YEARS 1984 to 1988 INCLUSIVE

Year of Price Level Used	1984	1984	1984	1984	1984
ROADS		520,000	765,000	1,235,000	225,000
LOCAL IMPROVEMENTS	1,113,000	582,000	1,345,000	886,000	575,000
SANITARY SEWERS					450,000
STORM SEWERS		470,000	400,000	400,000	500,000
WATERWORKS		115,000			150,000
ELECTRICITY, TELEPHONE AND GAS					
OTHERS (Specify) O.N.I.P.	250,000	500,000			
Industrial Land	325,000				
Recreation	200,000	76,000	500,000		
Parking					575,000
<b>TOTAL</b> (To agree with 1983 F.I.R. Schedule 12, Lines 58 to 62, Column 4)	1,888,000	2,263,000	3,010,000	2,521,000	2,475,000

- Notes: (i) \* Other necessary headings such as hospitals, libraries, Industrial Parks, Main Street Revitalization Programs, Recreation Complex, Capitalized value of leases, etc., may be added and those not applicable may be deleted. Do not include Tile Drainage, Shoreline Assistance and Ontario Downtown Revitalization Programs.
- (ii) Each amount must be shown for the year in which approval of The Ontario Municipal Board will be requested.
- (iii) The net amount which the municipality will have to finance should be shown. The amount of any reserve funds to be used or the amount of any subsidy, and other such payments should be deducted.
- (iv) School projects for which debentures may be issued on behalf of a school board are not to be included in the above schedule of municipal capital works.
- (v) Present value of future payments for lease agreements (capitalized at estimated interest rate) must be shown separately.



