

2017 BUDGET REQUESTS - Tab 4 Items Recommended

ITEM #	EMT RANK	EMT B/S	DEPT	DIVISION	BUSINESS UNIT DESC	AMOUNT	GRP#	BRIEF NOTE #	FTE	DESCRIPTION
1	A1	B	NON	General Revenues	Taxation	(875,000)				Estimated assessment growth due to new construction
2	A1	B	NON	General Revenues	Investment Income	(64,000)		BR002		Increased revenue - rooftop solar units installed on Municipal buildings.
3	A1	S	NON	General Revenues	Investment Income	(200,000)				One time increase in investment interest income
4	A1	B	NON	Provincial Downloading	Provincial Downloading	(1,960,100)				2017 Ontario Municipal Partnership Fund (OMPF) funding announcement
5	A1	B	CD	Fire & Emergency Services	Volunteer Fire Services	(3,026)				New Agricultural Burn Safety Plans
6	A1	B	FBIS	Financial Services	Accounting Services	(30,000)				Increase in Mortgage Company Fee due to reconciliation of Mortgage accounts
7	A1	B	FBIS	Financial Services	Accounting Services	(7,000)				Increase revenues to better reflect actual volume of on-line tax certificates
8	A1	B	HFS	Housing Services	Public Housing (stage1)	(51,972)	HFS065	BR008		Rental increase - Market Rent Index & Air Conditioning Increase (\$60 to \$120)
9	A1	B	IES	Drainage, Asset & Waste Management	Asset Management	(4,800)				Thamesville new tenant office space lease - (former police station)
10	A1	S	IES	Drainage, Asset & Waste Management	Drainage	(4,200)				Increase in grant received from Ontario Ministry Agriculture (OMAFRA)
11	A1	B	IES	Public Works	Airport	(43,469)				Increase of revenue for farm land
12	A1	B	IES	Public Works	Public Works South	(13,468)	IES075			New fee for Curb Cut, Enclosure, and Entrance Permits
13	A1	B	IES	Public Works	Public Works South	(28,120)	IES080			Increase to encroachment permit fee from \$51 to \$148 full cost recovery
14	A1	S	LEG	Legal Services	Provincial Offences Court	(85,000)	LEG010	BR014		Provincial Offences arrears (net of victim surcharge); reviewed annually
15	A1	B	POL	Administrative Support	Administrative Support	0	POL005			Allocation to fund 911 (gross costs \$55,000)
16	A1	S	POL	Operational Support	Operational Support	(118,714)				Funding from the Ontario Police College to cover a staff member on secondment - Position will be eliminated upon retirement in 3yrs
17	A2A	B	CAO	HROD and Customer Services	HR-Admin,Recruit/Training	17,000				Legislated increase in number of training days required for WSIB Part 1 and Part 2 Health & Safety Certification (mandatory for all Joint H&S Committee members) and increase in renewal period
18	A2A	B	CD	Community Attraction and Leisure Services	RECREATION FACILITIES-Wheatley/Tilbury	38,452				Shared Use Lease agreement between Town of Lakeshore and the Tilbury Arena expires December 31, 2017
19	A2A	S	CD	Community Attraction and Leisure Services	RECREATION FACILITIES-Wheatley/Tilbury	(38,452)				One-time requirement re: Shared Use Lease agreement between Town of Lakeshore and the Tilbury Arena for 2017
20	A2A	B	FBIS	Information Technology Services	ITS Corporate Programs	58,891		BR020		Increase in cost for Microsoft licensing (15%)

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21	A2A	S	HFS	Children Services	Funding Sources	0	HFS005	BR021		Ministry of Education funding (2017 only) to maintain funding lost in 2016 from Ministry of Children and Youth (gross costs \$219,270)
22	A2A	S	HFS	Children Services/Public Health	Health Services Admin	0	HFS010	BR022	2.00	2 FTE Public Health Nurses Health Services - Ministry funded from Children Service for Hub Services (gross costs \$204,884)
23	A2A	B	HFS	Employment & Social Services	Service contract - Ontario Works	0	HFS015	BR023	2.00	2 FTE Community Relations Workers subsidized by Ministry of Community and Social Service & Ministry of Housing (gross costs \$186,674)
24	A2A	B	HFS	Employment & Social Services	Service contract - Ontario Works	(27,328)	HFS045			Program cost shared 50/50 between Ministry of Housing and Ministry of Community and Social Service.
25	A2A	B	HFS	Employment & Social Services	OW Income Maint - Benefits	(825,974)	HFS020	BR025	2.43	3% Provincial upload funding increase from 94.2% to 97.2% (gross subsidy of \$1,065,138); 1 FTE Program Evaluator; 2 FTE Employment Resource Advisor; Reduction of .57 FTE from PT; increase office supplies due to implementation of SAMS (gross expenses of \$239,164)
27	A2A	B	HFS	Housing Services	Affordable Housing Programs	3,531	HFS070			Net rent adjustment due to CPI and market adjustments
28	A2A	S	HFS	Housing Services	Private Non-Profit & co-op(stage2)	(125,193)	HFS090	BR028		Adjust Rent Geared to Income subsidy estimates to prior year actuals and Market Rent Indices
29	A2A	S	HFS	Housing Services	Private Non-Profit & co-op(stage2)	(108,921)	HFS095	BR029		Adjust Property tax to 2016 Actuals, Assessment changes, and estimated increase
30	A2A	S	HFS	Housing Services	Private Non-Profit & co-op(stage2)	9,879	HFS100			2017 Capital Reserve Fund Contribution Subsidy Index @ 1.88%
31	A2A	S	HFS	Housing Services	Private Non-Profit & co-op(stage2)	88,394	HFS105	BR031		2017 various operating cost indices and market rent indices applied
32	A2A	B	HFS	Housing Services	Public Housing (stage1)	201,577	HFS055	BR032		Announced change to the funding (Canada - Ontario) that is received as Untargeted Social Housing Agreement - transfer from base budget to supp budget related item # 112 Tab 4 <S>
35	A2A	B	HFS	Housing Services	Homelessness	18,163	HFS060			Rent Geared to Income rent supplement agreement adjustments
37	A2A	B	HFS	Public Health	Environmental Health	0	HFS125			Health Service structure change to maximize subsidy - transfer Public Health Inspector from Mandatory to 100% (gross \$99,394)
38	A2A	B	HFS	Public Health	Health Services Admin	0	HFS130			Elimination of Rapid Risk Factor Surveillance System (RRFSS) - transferred to Special Projects (gross \$62,000)
39	A2A	B	HFS	Public Health	Clinic Services	0	HFS120	BR039	(2.30)	Health Service structure changes between Mandatory and 100% to maximize subsidy -.3 FTE Family Home Visitor, -1.0 FTE Prog Secretary, -1.0 FTE Chief Nursing Officer (gross \$209,259)

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40	A2A	B	HFS	Public Health	Clinic Services	(73,758)	HFS140	BR040		Mandatory and 100% adjustments due to 2016 Ministry Funding changes
42	A2A	B	HFS	Seniors Services	Program & Support	0	HFS160	BR042	0.43	Additional Behavioural Supports Ontario (BSO) Funding for Personal Support Workers (PSW) (gross costs \$29,467)
43	A2A	B	HFS	Seniors Services	Raw Food	0	HFS145			Annualization of 2016 Ministry funding increase - mandated to be used for raw food purchase only (gross costs \$35,040)
44	A2A	B	HFS	Seniors Services	Revenue	(82,720)		BR044		Projected 1% Acuity increase Nursing/Personal Care and Program Support per diem (effective Apr 1, 2017)related item #152 Tab 7 <S>
45	A2a	S	IES	Drainage, Asset & Waste Management	Drainage	629,844		BR045		Urban assessment for projects completed in 2016, billed in 2017 (to be area rated)
46	A2A	S	IES	Drainage, Asset & Waste Management	Drainage	(140,000)		BR046		Increased revenue for administration fees from projects completed in 2016, to be assessed in 2017
47	A2A	B	IES	Public Works	Gravel Pit	0	IES040	BR047	(4.96)	Decommissioning of Gravel Pit Operations (end of 2016) (gross \$1,028,000) related item # 159 Tab 7 <S>
50	A2B	B	CD	Community Attraction and Leisure Services	Capitol Theatre	543,886	CD001	BR050	6.93	Capitol Theatre operations as per Report to Council in November.
51	A2B	B	CD	Community Attraction and Leisure Services	Resident Attraction & Retention	0	CD007	BR051	1.00	Resident Attraction and Retention Officer for target recruitment - funding to be transferred from Core Grants (gross \$100,000)
54	A2B	B	FBIS	Information Technology Services	Technology Services	1	FBIS050	BR054		Network Administrator to assist Police funded by Police SLA (+1FTE ITS, -1FTE Police) (gross costs \$105,933)
55	A2B	B	FBIS	Information Technology Services	ITS Corporate Programs	0	FBIS060			Adjustment to SLA due to direct bill of software to Entegrus (gross cost \$71,205)
56	A2B	B	HFS	Public Health	Community Health Promotion	0	HFS135	BR056	0.60	New Age Friendly Coordinator - 50/50 funded by Health Service and Core Grant reallocation (gross cost \$50,000)
57	A2B	B	MAY	Council & Council Support	Council & Council Support	5,000				Integrity Commissioner - "RTC Code of Conduct" approved May 16, 2016.
58	A2b	S	POL	Police Services Board	Police Services Board	(30,000)				One-time funding for 2017 reduction in Provincial Funding for prisoner transfer costs - from the Mandatory Police Issues RES # 17361
61-A	A3	B	NON	Financial Expenses	Reserves & Contingencies	623,576				Settled 2017 labour contracts - CUPE 12.1 (Public Works/Recreation) 1.45%, UNIFOR (Riverview Gardens) 1.45%, Police 1.85%
61-B	A3	B	NON	Financial Expenses	Reserves & Contingencies	735,611				Unsettled 2017 labour contracts - detailed presentation in closed session per the Municipal Act, s.239(2)(d)

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61-C	A3	B	NON	Financial Expenses	Reserves & Contingencies	66,258				Net job evaluation/pay equity changes - detailed presentation in closed session per the Municipal Act, s.239(2)(d)
61-D	A3	B	NON	Financial Expenses	Reserves & Contingencies	(39,278)				Net progression increases per labour contracts - detailed presentation in closed session per the Municipal Act, s.239(2)(d)
62	A3	B	NON	Financial Expenses	Reserves & Contingencies	300,000				2015 Council's Utility shortfall
63	A3	B	NON	Financial Expenses	Reserves & Contingencies	226,664				Corporate provision 2016 base deficit-base budget requirement
64	A3	B	NON	General Revenues	Grants in Lieu	(65,000)	NON010	BR064		Change in Grants in Lieu
65	A3	B	NON	Grants & Requisitions	Requisitioning Bodies	171,909		BR065		Increase LTCVA to incorporate tree planting program LTCVA Board approved February 2016
66	A3	B	NON	Grants & Requisitions	Grants - Tax Relief	0	NON005			Transfer from Legion to Charity tax relief due to increase use of the charity program. Gross cost \$20,000
67	A3	I	NON	INFLATION (FIXED)	VARIOUS	711,601				INFLATIONARY INCREASES - SUMMARIZED ON INFLATION TAB - Fixed contracts/userfees
68	A3	I	NON	INFLATION (LIFECYCLE)	VARIOUS	882,471				LIFECYCLE INFLATIONARY INCREASES - SUMMARIZED ON INFLATION TAB based on Consumer Price construction index of 2%
69	A3	I	NON	INFLATION (VARIABLE)	VARIOUS	44,113				INFLATIONARY INCREASES - SUMMARIZED ON INFLATION TAB based on current Consumer Price Index rate of 1.7%
70	A3	S	CD	Community Attraction and Leisure Services	Recreation Programs	0	CD030			Continuation of Preschool programs - RTC Sept/11; 100% direct cost recovery (gross cost \$6,000)
71	A3	B	CD	Community Attraction and Leisure Services	Active Transportation & Special Events	0	CD005			Lifecycle Funding required for Trails Coordinator due to the change in Health Services funding (gross \$81,201)
72	A3	S	CD	Community Attraction and Leisure Services	Cemetery Operations	0	CD010			2017 Columbaria Projections - Gross revenue(net of supplies) to Columbaria Reserve RES # 17319
73	A3	B	CD	Community Attraction and Leisure Services	RECREATION FACILITIES-Chatham	0	CD045	BR073	(0.25)	Declining arena revenues (net of other cost reductions) - Chatham (gross \$10,617)
74	A3	B	CD	Community Attraction and Leisure Services	RECREATION FACILITIES-Ridgetown/Clearville	0	CD040	BR074	(0.16)	Declining arena revenues (net of other cost reductions) - Ridgetown (gross \$8,910)
75	A3	B	CD	Community Attraction and Leisure Services	RECREATION FACILITIES-Ridgetown/Clearville	0	CD020	BR075		Matured debt payment applied to Clearville Lifecycle Reserve (RES # 17626)
76	A3	B	CD	Community Attraction and Leisure Services	RECREATION FACILITIES-Wheatley/Tilbury	(20,976)	CD050	BR076	(0.44)	Canteen restructuring - Reduce Canteen Supervisor position(-.53FTE) , increase Part Time (.09FTE)
77	A3	B	FBIS	Financial Services	Accounting Services	0	FBIS010			Reallocation of base budget revenues to fund increased operational costs

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78	A3	B	FBIS	Financial Services	Accounting Services	7,064	FBIS005	BR078	0.00	Financial Services restructure net cost -Eliminate Accounts Processing Assistant (-1FTE)(attrition), add New Purchasing Finance Analyst II(+1FTE)
79	A3	B	FBIS	Information Technology Services	ITS Corporate Programs	81,000	FBIS020	BR079		Payment Card Industry(PCI) - Software Maintenance, training, annual compliance per Industry Security standards - related item #143 Tab 7 <S>
80	A3	B	HFS	Seniors Services	Accommodations	0	HFS150			2016 Annualized Ministry funding increase in Other Accommodations envelope (gross cost \$138,432)
81	A3	B	HFS	Seniors Services	Program & Support	0	HFS175			2016 Annualized Ministry Funding Increase in Program & Support Envelope (gross costs \$12,050)
82	A3	B	HFS	Seniors Services	Program & Support	0	HFS180			2016 Annualized Ministry Funding Increase - Nursing and Personal Care (gross costs \$66,206)
83	A3	B	IES	Drainage, Asset & Waste Management	Asset Management	7,200				Janitorial service for the Delta Office
84	A3	B	IES	Drainage, Asset & Waste Management	Waste Management	0	IES090	BR084		Increase in host fees from Ridge Landfill, \$200,000 (recommend transfer to Community Investment Fund (FUND # 200))
85	A3	B	IES	Engineering & Transportation Services	Transit	0	IES035			Cash Fare Equipment Annual Maintenance funded by Provincial Gas Tax (gross amount \$2,311)
86	A3	B	IES	Public Works	Central Admin	5,770	IES070			Lifecycle for 10 tablets for 10 PW garages - related item # 156 Tab 7 <S>
87	A3	B	IES	Public Works	Public Works North	(74,404)	IES056	BR087		Portion of Estimated phase 1 LED mtce savings - offset for Purch & Quality Control Analyst - item # 182 Tab 8
88	A3	B	IES	Public Works	Public Works North	(6,850)	IES050			Balance of Estimated phase 1 LED mtce savings - used to offset for Purch & Quality Control Analyst (Total \$81,254 and <S>\$1,704)
89	A3	B	LEG	Building Development Services	Bldg Dev Serv - Admin & Enforcement	19,883	LEG025	BR089	0.00	Restructuring of the Building and Enforcement Services - eliminate 1 Vacant Bldg Enf. Off to fund new 1 FTE Bldg Insp. Manager - related offset item #127 Tab 4 <S>
90	A3	B	LEG	Legal Services	Legal Admin	0	LEG012	BR090	0.60	Claims Investigator position increase from 0.4 FTE to 1.0 FTE (gross cost \$64,511) to be offset by a reduced transfer to the Insurance Risk Reserve
91	A3	B	LEG	Legal Services	Provincial Offences Court	1,221	LEG005			Transfer of 0.60 FTE full time to a 0.60 FTE part time Court Assistant
93	A3	B	LEG	Municipal Governance	Municipal Governance Admin	6,000				Out source shredding - Shred It - Service Ontario Works Program no longer offered
94	A3	B	POL	Administrative Support	Administrative Support	(88,981)			(1.00)	Elimination of 1 FTE in Police Records Division
61-N	B1A	B	NON	Financial Expenses	Reserves & Contingencies	400,000				Market Rate Adjustment for Full Time Non-Union salary grid
61-O	B1A	B	NON	Financial Expenses	Reserves & Contingencies	25,000				Workplace investigation base increase

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95A	B1A	B	NON	Financial Expenses	Reserves & Contingencies	283,800	NON035			Future funding of Community and Facility needs - 0.1% tax increase each 2017-2026 (10yrs) (Strategic Dev Reserve RES # 17266 \$141,900 and Facility Repl Reserve RES # 17389 \$141,900)
95B	B1A	B	NON	Financial Expenses	Reserves & Contingencies	283,800	NON037			Future funding of Community and Facility needs - 0.1% tax increase each 2018-2026 (10yrs) (Strategic Dev Reserve RES # 17266 \$141,900 and Facility Repl Reserve RES # 17389 \$141,900)
96	B1A	B	NON	General Administration	General Administration	(80,000)		BR096		Elimination of funding to the Ambulance Reserve
97	B1A	B	CAO	Economic Development Services	Economic Development - Admin	(500)				Elimination of German Chamber of Commerce membership
98	B1A	B	CAO	Economic Development Services	Economic Development - Admin	(500)				Reduction in postage due to fewer mail outs.
99	B1A	B	CAO	HROD and Customer Services	Chatham Municipal Centre	(6,050)				Reduction of Bank Charges
100	B1A	B	CAO	HROD and Customer Services	Community Municipal Centres	(8,274)		BR100	(0.31)	Reduction of services by one-day per week at the Wheatley Municipal Information Desk bringing in-line with the Thamesville and Bothwell service desk. (Elimination of summer student in Tilbury Municipal Centre)
101	B1A	B	CAO	HROD and Customer Services	Occupational Safety	92,773	CAO010	BR101	1.00	Safety Compliance Officer that will focus on proactively meeting the needs of Corporate Health & Safety initiatives and addressing Ministry of Labour compliance concerns - related item # 132 Tab 7 <S>
102	B1A	B	CAO	HROD and Customer Services	Organizational Development	55,000		BR102		Implement on-line performance reviews and succession data reporting
103	B1A	S	CD	Community Attraction and Leisure Services	Recreation Programs	0	CD035			One-time Youth recreation programming funded by Mayor's Golf Tournament and Horticulture SSRP savings (gross costs \$31,000)
104	B1A	B	CD	Library Services	Administration	(1,430)				Reduction of Audit Fees
106	B1A	B	CD	Library Services	Support Services	(1,098)				Reduction to the base for software support and maintenance fees
107	B1A	B	CD	Library Services	Branch Services	133	CD055	BR107	0.40	Library restructure consistent among all hubs - remove Library Tech(-1FTE), add Library Assistant(+1FTE) and casual Part time(+.40)
108	B1A	B	FBIS	Information Technology Services	Technology Services	45,000	FBIS030	BR108		Purchase of Service and Lifecycle to support wireless network - related item # 144 Tab 7 <S>
109	B1A	B	FBIS	Information Technology Services	Technology Services	90,672	FBIS040	BR109		Expenses to support 100 staff with non-standard computer/tablet access to municipal network through an external contract
110	B1A	B	FBIS	Information Technology Services	ITS Corporate Programs	25,542	FBIS047	BR110		Non-standard Mobile Devices - Technical Resource and licensing maintenance for 100 devices

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111	B1A	B	HFS	Employment & Social Services	OW Income Maint - Benefits	500,000		BR025		Employment & Social Services 3% Provincial upload funding transfer to Affordable Housing Reserve to provide housing and homelessness support
112	B1A	S	HFS	Housing Services	Public Housing (stage1)	(292,173)		BR112		Untargeted Social Housing Agreement (Canada - Ontario) funding transfer from base budget - related item #32 Tab 4
113	B1A	B	IES	Drainage, Asset & Waste Management	Asset Management	55,235		BR113	1.00	New Admin Assistant III position - proposed offset from Waste Mgmt increased revenue - item # 114 Tab 4
114	B1A	B	IES	Drainage, Asset & Waste Management	Waste Management	(55,235)		BR114		Increased Waste Disposal fee revenue based on trending - revenue proposed offset for the Admin Assistant III in Asset Mgmt - item #113 Tab 4
115	B1A	B	IES	Drainage, Asset & Waste Management	Asset Management	20,500	IES005			Lease for "Access Open Minds" parking lot (old YMCA lot, west of Civic Centre).
116	B1A	B	IES	Drainage, Asset & Waste Management	Fleet Management	19,431	IES021	BR116	1.00	Admin Assistant III for the Fleet Division- net of reduction in overtime costs- proposed offset from Waste Mgmt increased revenue - item # 117 Tab 4 and related item # 118 Tab 4 <S>
117	B1A	B	IES	Drainage, Asset & Waste Management	Waste Management	(19,431)	IES020			Increased Waste Disposal fee revenue based on trending - proposed to offset new Admin Assistant III request in Fleet Division item #116 Tab 4
118	B1A	S	IES	Drainage, Asset & Waste Management	Fleet Management	1,704				New Laptop for FT Admin Assistant in the Fleet Division - proposed offset from the Waste Mgmt increased revenue - item # 119 Tab 4 <S> and related item # 116 Tab 4
119	B1A	S	IES	Drainage, Asset & Waste Management	Waste Management	(1,704)				Increased Waste Disposal fee revenue based on trending - proposed offset for the Admin Assistant III - initial purchase of laptop in Fleet Division item # 118 Tab 4 <S>
120	B1A	B	IES	Engineering & Transportation Services	Engineering	1,914	IES045			Lifecycle increase due to purchase of 2 new devices (tablets) for existing staff
121	B1A	B	IES	Engineering & Transportation Services	Traffic	0	IES030	BR121	1.00	New position Engineering Technician funded by the reduction in existing overtime and consulting fees (gross \$82,559)
122	B1A	B	IES	Public Works	Central Admin	56,111	IES060	BR122	1.00	New Administrative Assistant PW South- proposed offset from reduction in Dust contract budgets item # 123 Tab 4 - related item #124 Tab 4 <S>
123	B1A	B	IES	Public Works	Public Works South	(56,111)		BR122		Reduction of existing Dust contract budgets proposed offset Admin Asst PW South (1 FTE) offset item # 122 Tab 4
124	B1A	S	IES	Public Works	Central Admin	1,704				Initial hardware purchase Administrative Assistant PW South proposed offset from reduction in Dust contract item # 125 Tab 4 <S> - related item # 122 Tab 4

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125	B1A	S	IES	Public Works	Public Works South	(1,704)				Reduction of existing Dust contract budgets as proposed offset Administrative Assistant PW South laptop purchase item # 124 Tab 4 <S>
126	B1A	B	IES	Public Works	Operations - roads	400,000		BR158		Increase to Roadside Drainage Assessment base amount - related item # 158 Tab 7 <S>
127	B1A	S	LEG	Building Development Services	Bldg Dev Serv - Bill 124	(19,883)		BR089		One-time transfer from reserve to offset increase of costs due to re-org of Bldg. Services (FUND # 205). Building permit fees to be increased in 2018 - related offset item # 89 Tab 4
128	B1A	B	LEG	Municipal Governance	Licensing	8,102	LEG015			Increase Admin Assistant III (Grade 3) to Licensing Assistant (Grade 5)
						2,090,583			11.97	