



Municipal Budget Submission Form For the Calendar Year 2017

The estimates reported in this submission were approved by the Council of the Municipality of

Town of Portugal Cove-St. Philip's

Name of Municipality

at a meeting held on the 17th day of DECEMBER 2016

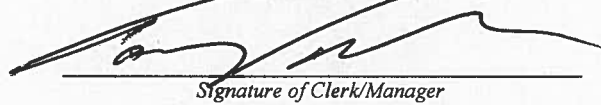
Day

Month

Year



Signature of Mayor



Signature of Clerk/Manager

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**Deadline for Submission:
DECEMBER 31, 2016**

Debt Charges Summary

Loan Number	Name of Creditor	Purpose (Water, Roads; etc.)	Original Principal	Maturity Date (dd-month-yyyy)	Council Annual Payment	Provincial Annual Payment
052635622894-001	RBC		\$3,500,000		\$280,860	
052635622894-004	RBC	Roads	\$1,771,600		\$153,444	
052635622894-005	RBC	Compactor	\$274,100		\$43,116	
052635622894-008	RBC	Roads	\$474,000		\$42,108	
9818154	CIBC	Water/Sewer	\$359,438		\$30,219	
6989-901	bmo	2016 Freightliner	\$206,039		\$32,652	
6989-928	bmo	2016 Dodge Ram	\$89,394		\$14,169	
9818758	CIBC	Water/Sewer	\$2,210,735		\$171,780	
6065-768	BMO	Water/Sewer	\$761,896		\$69,894	
6066-605	BMO	Water/Sewer	\$2,222,089		\$209,336	
6992-967	BMO		\$252,898		\$40,470	
6993-177	BMO		\$120,684		\$14,580	
6067-878	BMO		\$968,821		\$92,240	
6075-537	BMO	WWTP	\$864,112		\$84,373	
206156	CIBC	Water/Sewer	\$285,921		\$21,045	
6074-955	BMO	WWTP	\$460,582		\$43,621	
6075-915	BMO	WWTP	\$323,288		\$31,492	
9081-573	BMO	WWTP	\$382,301		\$37,193	
56322894-009	RBC	Fire Truck	\$288,765		\$45,348	
6065-776	BMO	Water/Sewer	\$723,000			\$66,218
6066-613	BMO	Water/Sewer	\$222,089			\$217,216
6067-886	BMO	Water/Sewer	\$968,821			\$86,982
6074-939	BMO	WWTP	\$460,582			\$43,923
	RBC	Labrie Compactor	\$255,521		\$40,208	\$0
	RBC	2016 Ford Cube Van	\$62,830		\$13,363	
6733	NLMFC	Water/Sewer	\$73,354			\$7,668
	New Debt				\$338,559	
Totals					\$1,850,070	\$422,007

BEFORE CONTINUING:



1. Transcribe **BOTH** the above totals for Council Annual Payment and Provincial Annual Payment to the appropriate boxes in section "7.1 Debt Charges From All Sources" of "7.0 FISCAL SERVICES" on Page 6.

2. Transcribe the above total of "Provincial Annual Payment" to sub-section 4.1.2 "Provincial Portion of Debt Charges" found in the section "4.1 Provincial Government Grants and Subsidies" on Page 11.

Expenditures

1.0 GENERAL GOVERNMENT

1.1 Council

1.1.1. Remuneration for Councillors ----- \$169,373

1.1.2. Travel ----- \$24,000

Total 1.1 Council ----- \$193,373

1.2 General Administration

1.2.1. Salaries ----- \$702,000

1.2.2. Employee Benefits ----- \$0

1.2.3. Payroll Burden ----- \$75,500

1.2.4. Travel ----- \$8,000

1.2.5. Supplies ----- \$35,000

1.2.6. Purchased Services (other than Insurance) ----- \$157,100

1.2.7. Professional Services ----- \$252,214

1.2.8. Insurance ----- \$53,000

Total 1.2 General Administration ----- \$1,282,814

1.3 Municipal Elections & By-elections ----- \$27,000

1.4 Property Assessment Services ----- \$129,548

1.5 Common Services

1.5.1. Engineering Services ----- \$0

1.5.2. General Maintenance ----- \$45,500

1.5.3. Professional Development and Training ----- \$100,450

1.5.4. Public Relations ----- \$99,000

Total 1.5 Common Services ----- \$244,950

TOTAL 1.0 GENERAL GOVERNMENT ----- \$1,877,685

2.0 PROTECTIVE SERVICES

2.1 Fire Protection	\$532,600
2.2 Emergency Preparedness and Response	\$5,000
2.3 Animal and Pest Control	\$1,000
2.4 Municipal Enforcement	\$125,000
2.5 Other Protective Services and Inspections	\$22,000
TOTAL 2.0 PROTECTIVE SERVICES	\$685,600

3.0 TRANSPORTATION SERVICES

3.1 Vehicle and Fleet Maintenance	\$443,875
3.2 Road Transport	
3.2.1 Streets, Roads, Sidewalks, etc.	\$787,834
3.2.2 Snow Removal	\$483,667
3.2.3 Street Lighting	\$185,000
3.2.4 Traffic Services	\$0
Total 3.2 Road Transport	\$1,456,501
3.3 Public Transit	\$0
3.4 Other Transportation Services	\$0
TOTAL 3.0 TRANSPORTATION SERVICES	\$1,900,376

4.0 ENVIRONMENTAL HEALTH

4.1 Water Supply	\$704,443
4.2 Sewage Collection and Disposal	\$377,101
4.3 Garbage and Waste Collection and Disposal	\$410,689
4.4 Other Environmental Health Services	\$0
TOTAL 4.0 ENVIRONMENTAL HEALTH	\$1,492,233

5.0 PLANNING AND DEVELOPMENT

5.1 Planning and Zoning	\$483,500
5.2 Community Improvement and Development	\$0
5.3 Regional Development	\$2,000
5.4 Tourism and Marketing	\$335,600
5.5 Other Planning and Development	\$0
TOTAL 5.0 PLANNING AND DEVELOPMENT	\$821,100

6.0 RECREATION AND CULTURAL SERVICES

6.1 Recreation Administration	\$661,686
6.2 Recreation Facilities	
6.2.1 Recreation and Community Centres	\$38,900
6.2.2 Parks, Playgrounds etc.	\$126,600
6.2.3 Stadium	\$0
6.2.4 Swimming Pool	\$0
Total 6.2 Recreation Facilities	\$165,500
6.3 Cultural Facilities	\$44,500
6.4 Recreation and Cultural Programs, Activities etc.	\$221,420
6.5 Other Recreation and Cultural Services	\$0
TOTAL 6.0 RECREATIONAL AND CULTURAL SERVICES	\$1,093,106

7.0 FISCAL SERVICES**7.1 Debt Charges From All Sources (from page 2)**

7.1.1 Municipal Annual Payment	\$1,850,070	(See page 2)
7.1.2 Provincial Annual Payment	\$422,007	(See page 2)
Total 7.1 Debt Charges From All Sources		\$2,272,077

7.2 Transfers to Authorized Reserves and other Funds

7.2.1 Provision for Uncollectible Taxes, Fees & Charges	\$15,000	
7.2.2 Operating Deficit of Prior Year	\$0	
7.2.3 Accumulated Deficit Reduction Plan	\$0	
7.2.4 Discounts, Losses, Allowances	\$350,000	
7.2.5 Capital Expenditure Out of Revenue:		
7.2.5.1 Federal Gas Tax	\$395,000	
7.2.5.2 All Other (please provide list)	\$3,934,258	
Total 7.2.5 Capital Expenditure Out of Revenue		\$4,329,258
7.2.6 Authorized Transfers to Reserves & Other Funds:		
7.2.6.1 Federal Gas Tax	\$0	
7.2.6.2 All Other (please provide list)	\$484,118	
Total 7.2.6 Authorized Transfers to Reserves & Other Funds		\$484,118
Total 7.2 Transfers to Authorized Reserves and Other Funds		\$5,178,376
7.3 Bank Charges & Other Fiscal Services		\$59,000
TOTAL 7.0 FISCAL SERVICES		\$7,509,453
TOTAL EXPENDITURES		\$15,379,553.00

Revenues

1.0 TAXES AND RELATED REVENUES

1.1 Property Tax Information

1.1.1 Residential Property Info.	Assessed Values	Number of Properties	Tax Rate	Total Tax
1.1.1.1. Mil Rate Method	\$1,120,242,600	3,136	6.9	\$7,729,674
1.1.1.2. Minimum Tax Method	\$3,200	5	\$20.00	\$100
1.1.1.3. Residential Grants in Lieu	\$0	0		\$0
1.1.1.4. Residential Exempt Properties	\$0	0		

Total Residential Property Info	\$1,120,245,800	3,141		\$7,729,774
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1.1.2 Commercial/Non-Residential	Assessed Values	Number of Properties	Tax Rate	Total Tax
1.1.2.1. Mil Rate Method	\$10,837,400	47	6.9	\$74,778
1.1.2.2. Minimum Tax Method (General)	\$0	1	\$20.00	\$20
1.1.2.3. Minimum Tax Method (Small Structures)	\$0	0	\$20.00	\$0
1.1.2.4. Non-Residential Grants in Lieu	\$0	0		\$0
1.1.2.5. Tax Agreements	\$0	0		\$0
1.1.2.6. Non-Residential Exempt Property	\$3,844,800	98		

Total Commercial/Non-Residential	\$14,682,200	146		\$74,798
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1.1.3 Vacant Land	Assessed Values	Number of Properties	Tax Rate	Total Tax
1.1.3.1. Minimum Rate Method	\$ 41,600	25	\$20.00	\$500
1.1.3.2 Mil Rate Method	\$85,437,400	954	6.90	\$589,518

Total Vacant Land	\$85,437,400	954		\$589,518
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Total 1.1 Property Tax Information	\$1,220,365,400	4,241		\$8,394,090
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BOX A

1.2 Water and Sewage Tax Information

1.2.1 Residential Water and Sewage	# Household Units	Tax Rate	Total Tax
1.2.1.1. # of Households (Not Connected)	1,784		
1.2.1.2. Water and Sewage Tax	1,088	650	\$707,200
1.2.1.3. Water Tax Only (if Separate Tax)	206	475	\$97,850
1.2.1.4. Sewage Tax Only (if Separate Tax)	54	175	\$9,450
1.2.1.5. Other Residential W/S Tax	0		\$0

Total Number of Household Units ----- 3,132

Total 1.2.1 Residential W/S Tax ----- \$814,500

1.2.2 Commercial/Non-Residential Water and Sewage	# Comm. / Non-Res. Units	Tax Rate	Total Tax
1.2.2.1. # of Commercial/Non-Residential Units (Not Connected)	26		
1.2.2.2. Water and Sewage Tax	21	740	\$15,540
1.2.2.3. Water Tax Only (if Separate Tax)	1	505	\$505
1.2.2.4. Sewage Tax Only (if Separate Tax)	0	235	\$0
1.2.2.5. Other Commercial/Non-Residential W/S Tax	155		\$101,400
1.2.2.6. Industrial & Institutional W/S (e.g. Fish Plants, Hospitals)	1		\$11,700

Total # of Comm./Non-residential Units ----- 204

Total 1.2.2 Commercial/Non-Residential Water and Sewage Tax ----- \$129,145

Total 1.2 Water and Sewage Tax ----- \$943,645

BOX B

1.3 Other Tax Information

1.3 Other Taxes	# Assessed the Tax	Tax Rate	Total Tax
1.3.1. Poll Tax	0	\$0.00	\$0
1.3.2. Business Tax			\$122,324
1.3.3. Utility Tax		2.50%	\$356,393
1.3.4. Municipal Utility (Sales) Tax		\$0.00	\$0
1.3.5. Direct Seller Tax		\$0.00	\$0
1.3.6. Other Authorized Taxes		\$0.00	\$0

Total 1.3 Other Taxes ----- \$478,717

BOX C

Grand Total 1.0 Taxes and Related Revenue ----- \$9,816,452

(Total of Boxes A, B and C)

2.0 SALES OF GOODS AND SERVICES

2.1 Garbage Collection Fees	\$0
2.2 Recreation and Cultural Services	\$298,372
2.3 Transportation Services	\$0
2.4 Fire Protection Service Fees	\$0
2.5 Animal and Pest Control Fees	\$0
2.6 Tipping Fees	\$0
2.7 Water Supply	\$0
2.8 Other Sales of Goods and Services	\$0

TOTAL 2.0 SALES OF GOODS AND SERVICES **\$298,372**

3.0 OTHER REVENUE FROM OWN SOURCES

3.1 Assessments, Levies, Fees and Charges	\$170,559
3.2 Rental Income	\$0
3.3 Interest from Investments	\$70,000
3.4 Interest Collected on Overdue Accounts	\$75,000
3.5 Other Revenue From Own Sources	\$7,500

TOTAL 3.0 OTHER REVENUE FROM OWN SOURCES **\$323,059**

4.0 GOVERNMENT TRANSFERS**4.1 Provincial Government Grants and Subsidies**

4.1.1. Municipal Operating Grant	\$242,596	
4.1.2. Provincial Portion of Debt Charges	\$422,007	(See page 2)
4.1.3. Provincial Gas Tax Revenue	\$69,548	
4.1.4. Other Provincial Grants and Subsidies	\$2,566,551	
Total 4.1 Provincial Government Grants and Subsidies		\$3,300,702

4.2 Federal Government Grants and Subsidies

4.2.1. Federal Gas Tax	\$395,000	
4.2.2. Other Federal Grants and Subsidies (please provide list)	\$100,000	
Total 4.2 Federal Government Grants and Subsidies		\$495,000

TOTAL 4.0 GOVERNMENT TRANSFERS **\$3,795,702**

5.0 OTHER TRANSFERS

5.1. Operating Surplus of Prior Year	\$212,262	
5.2. Transfers from Authorized Reserves	\$933,706	
TOTAL 5.0 OTHER TRANSFERS		\$1,145,968

TOTAL REVENUE**\$15,379,553**

Please Calculate the Debt Servicing Ratio (DSR):

Debt Servicing Ratio (DSR)

Step 1: Fill in the following information

Municipal Annual Debt Payment (7.1.1 - Page 6)		\$1,850,070
Local Revenue 1 Total Taxes and Related Revenue (Page 9)	\$9,816,452	
Local Revenue 2 Total Sales of Goods and Services (Page 10)	\$298,372	
Local Revenue 3 Total Other Revenue from Own Sources (Page 10)	\$323,059	
Total Local Revenue		\$10,437,883
Municipal Operating Grant (MOG) (4.1.1. Page 11)		\$242,596
Provincial Gas Tax Revenue (4.1.3. Page 11)		\$69,548
Debt Servicing Ratio		\$0.17

Step 2: DSR Calculation

$$\frac{\$1,850,070}{\text{Municipal Debt}} \div \left(\frac{\$10,437,883}{\text{Local Revenue}} + \frac{\$242,596}{\text{MOG}} + \frac{\$69,548}{\text{Provincial Gas Tax Revenue}} \right) = \frac{\$0.17}{\text{DSR (\%)}}$$

Summary of The Municipal Budget Submission Form

Name of Municipality	Town of Portugal Cove-St. Philip's	Budget Year	2017
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From The Municipal Budget Submission Form, the totals of the seven expenditure functions, the total expenditures, the totals of the five main revenue sources and the total revenues are found in the appropriate boxes below.

Expenditures

1.0 General Government -----	\$1,877,685	
2.0 Protective Services -----	\$685,600	
3.0 Transportation Services -----	\$1,900,376	
4.0 Environmental Health -----	\$1,492,233	
5.0 Planning and Development -----	\$821,100	
6.0 Recreation and Cultural Services -----	\$1,093,106	
7.0 Fiscal Services -----	\$7,509,453	
Total Expenditures -----		\$15,379,553

Revenues

1.0 Taxes -----	\$9,816,452	
2.0 Sales of Goods and Services -----	\$298,372	
3.0 Other Revenue From Own Sources -----	\$323,059	
4.0 Government Transfers -----	\$3,795,702	
5.0 Other Transfers -----	\$1,145,968	
Total Revenues -----		\$15,379,553