

Municipal Budget Submission Form For the Calendar Year 2017

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

Name of Municipality

at a meeting held on the _____ day of _____

Day *Month* *Year*

Signature of Mayor

Signature of Clerk/Manager

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

2.0 PROTECTIVE SERVICES

2.1 Fire Protection	<input type="text"/>
2.2 Emergency Preparedness and Response	<input type="text"/>
2.3 Animal and Pest Control	<input type="text"/>
2.4 Municipal Enforcement	<input type="text"/>
2.5 Other Protective Services and Inspections	<input type="text"/>
TOTAL 2.0 PROTECTIVE SERVICES	<input type="text"/>

3.0 TRANSPORTATION SERVICES

3.1 Vehicle and Fleet Maintenance	<input type="text"/>
3.2 Road Transport	
3.2.1 Streets, Roads, Sidewalks, etc.	<input type="text"/>
3.2.2 Snow Removal	<input type="text"/>
3.2.3 Street Lighting	<input type="text"/>
3.2.4 Traffic Services	<input type="text"/>
Total 3.2 Road Transport	<input type="text"/>
3.3 Public Transit	<input type="text"/>
3.4 Other Transportation Services	<input type="text"/>
TOTAL 3.0 TRANSPORTATION SERVICES	<input type="text"/>

4.0 ENVIRONMENTAL HEALTH

4.1 Water Supply	<input type="text"/>
4.2 Sewage Collection and Disposal	<input type="text"/>
4.3 Garbage and Waste Collection and Disposal	<input type="text"/>
4.4 Other Environmental Health Services	<input type="text"/>
TOTAL 4.0 ENVIRONMENTAL HEALTH	<input type="text"/>

5.0 PLANNING AND DEVELOPMENT

5.1 Planning and Zoning	<input type="text"/>
5.2 Community Improvement and Development	<input type="text"/>
5.3 Regional Development	<input type="text"/>
5.4 Tourism and Marketing	<input type="text"/>
5.5 Other Planning and Development	<input type="text"/>
TOTAL 5.0 PLANNING AND DEVELOPMENT	<input type="text"/>

6.0 RECREATION AND CULTURAL SERVICES

6.1 Recreation Administration	<input type="text"/>
6.2 Recreation Facilities	
6.2.1 Recreation and Community Centres	<input type="text"/>
6.2.2 Parks, Playgrounds etc.	<input type="text"/>
6.2.3 Stadium	<input type="text"/>
6.2.4 Swimming Pool	<input type="text"/>
Total 6.2 Recreation Facilities	<input type="text"/>
6.3 Cultural Facilities	<input type="text"/>
6.4 Recreation and Cultural Programs, Activities etc.	<input type="text"/>
6.5 Other Recreation and Cultural Services	<input type="text"/>
TOTAL 6.0 RECREATIONAL AND CULTURAL SERVICES	<input type="text"/>

7.0 FISCAL SERVICES

7.1 Debt Charges From All Sources (from page 2)

7.1.1 Municipal Annual Payment ----- (See page 2)

7.1.2 Provincial Annual Payment ----- (See page 2)

Total 7.1 Debt Charges From All Sources -----

7.2 Transfers to Authorized Reserves and other Funds

7.2.1 Provision for Uncollectible Taxes, Fees & Charges -----

7.2.2 Operating Deficit of Prior Year -----

7.2.3 Accumulated Deficit Reduction Plan -----

7.2.4 Discounts, Losses, Allowances -----

7.2.5 Capital Expenditure Out of Revenue:

7.2.5.1 Federal Gas Tax -----

7.2.5.2 All Other (please provide list) -----

Total 7.2.5 Capital Expenditure Out of Revenue -----

7.2.6 Authorized Transfers to Reserves & Other Funds:

7.2.6.1 Federal Gas Tax -----

7.2.6.2 All Other (please provide list) -----

Total 7.2.6 Authorized Transfers to Reserves & Other Funds -----

Total 7.2 Transfers to Authorized Reserves and Other Funds -----

7.3 Bank Charges & Other Fiscal Services -----

TOTAL 7.0 FISCAL SERVICES -----

TOTAL EXPENDITURES

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				
1.1.1.2. Minimum Tax Method				
1.1.1.3. Residential Grants in Lieu				
1.1.1.4. Residential Exempt Properties				

Total Residential Property Info -----				
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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				
1.1.2.2. Minimum Tax Method (General)				
1.1.2.3. Minimum Tax Method (Small Structures)				
1.1.2.4. Non-Residential Grants in Lieu				
1.1.2.5. Tax Agreements				
1.1.2.6. Non-Residential Exempt Property				

Total Commercial/Non-Residential -----				
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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				

Total Vacant Land -----				
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Total 1.1 Property Tax Information -----				
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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)			
1.2.1.2. Water and Sewage Tax			
1.2.1.3. Water Tax Only (if Separate Tax)			
1.2.1.4. Sewage Tax Only (if Separate Tax)			
1.2.1.5. Other Residential W/S Tax			

Total Number of Household Units -----

Total 1.2.1 Residential W/S Tax -----

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)			
1.2.2.2. Water and Sewage Tax			
1.2.2.3. Water Tax Only (if Separate Tax)			
1.2.2.4. Sewage Tax Only (if Separate Tax)			
1.2.2.5. Other Commercial/Non-Residential W/S Tax			
1.2.2.6. Industrial & Institutional W/S (e.g. Fish Plants, Hospitals)			

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

Total 1.2.2 Commercial/Non-Residential Water and Sewage Tax -----

Total 1.2 Water and Sewage Tax -----

BOX B

1.3 Other Tax Information

1.3 Other Taxes	# Assessed the Tax	Tax Rate	Total Tax
1.3.1. Poll Tax			
1.3.2. Business Tax			
1.3.3. Utility Tax			
1.3.4. Municipal Utility (Sales) Tax			
1.3.5. Direct Seller Tax			
1.3.6. Other Authorized Taxes			

Total 1.3 Other Taxes -----

BOX C

Grand Total 1.0 Taxes and Related Revenue -----

(Total of Boxes A, B and C)

2.0 SALES OF GOODS AND SERVICES

2.1 Garbage Collection Fees -----

2.2 Recreation and Cultural Services -----

2.3 Transportation Services -----

2.4 Fire Protection Service Fees -----

2.5 Animal and Pest Control Fees -----

2.6 Tipping Fees -----

2.7 Water Supply -----

2.8 Other Sales of Goods and Services -----

TOTAL 2.0 SALES OF GOODS AND SERVICES -----

3.0 OTHER REVENUE FROM OWN SOURCES

3.1 Assessments, Levies, Fees and Charges -----

3.2 Rental Income -----

3.3 Interest from Investments -----

3.4 Interest Collected on Overdue Accounts -----

3.5 Other Revenue From Own Sources -----

TOTAL 3.0 OTHER REVENUE FROM OWN SOURCES -----

4.0 GOVERNMENT TRANSFERS

4.1 Provincial Government Grants and Subsidies

4.1.1. Municipal Operating Grant -----		
4.1.2. Provincial Portion of Debt Charges -----		(See page 2)
4.1.3. Provincial Gas Tax Revenue -----		
4.1.4. Other Provincial Grants and Subsidies (Please attach list)-----		
Total 4.1 Provincial Government Grants and Subsidies -----		

4.2 Federal Government Grants and Subsidies

4.2.1. Federal Gas Tax -----		
4.2.2. Other Federal Grants and Subsidies (please provide list) -----		
Total 4.2 Federal Government Grants and Subsidies-----		

TOTAL 4.0 GOVERNMENT TRANSFERS -----

5.0 OTHER TRANSFERS

5.1. Operating Surplus of Prior Year -----		
5.2. Transfers from Authorized Reserves -----		
TOTAL 5.0 OTHER TRANSFERS -----		

TOTAL REVENUE

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)		
Local Revenue 1 Total Taxes and Related Revenue (Page 9).....		
Local Revenue 2 Total Sales of Goods and Services (Page 10).....		
Local Revenue 3 Total Other Revenue from Own Sources (Page 10).....		
Total Local Revenue		
Municipal Operating Grant (MOG) (4.1.1. Page 11)		
Provincial Gas Tax Revenue (4.1.3. Page 11)		
Debt Servicing Ratio		

Step 2: DSR Calculation

$$\begin{array}{ccccccc}
 \underline{\hspace{2cm}} & \div & (& \underline{\hspace{2cm}} & + & \underline{\hspace{2cm}} & + & \underline{\hspace{2cm}} &) \\
 \textit{Municipal} & & & \textit{Local} & & \text{MOG} & & \textit{Provincial} & \\
 \textit{Debt} & & & \textit{Revenue} & & & & \textit{Gas Tax} & \\
 & & & & & & & \textit{Revenue} & \\
 & & & & & & & & \\
 & & & & & & = & & \\
 & & & & & & & & \underline{\hspace{2cm}} \\
 & & & & & & & & \text{DSR (\%)}
 \end{array}$$

Summary of The Municipal Budget Submission Form

Name of Municipality		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		
2.0 Protective Services		
3.0 Transportation Services		
4.0 Environmental Health		
5.0 Planning and Development		
6.0 Recreation and Cultural Services		
7.0 Fiscal Services		
Total Expenditures		

Revenues

1.0 Taxes		
2.0 Sales of Goods and Services		
3.0 Other Revenue From Own Sources		
4.0 Government Transfers		
5.0 Other Transfers		
Total Revenues		