



**West Hants**

something inspiring awaits

West Hants Regional Municipality

2024-25 Operating Budget

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## EXECUTIVE SUMMARY

The fifth fiscal year for West Hants Regional Municipality was a busy one, as staff continued to consolidate the former entities through change management, training, and consolidating policies and by-laws. The Municipality completed rate studies for the two Water Utilities and two Sewer Systems and voted to consolidate them. The Sewer System consolidation is reflected in the 2024-25 proposed budget. The application to consolidate the Water Utilities was made to the Utility and Review Board, and a hearing is scheduled for early 2024-25. The Municipality's work on accessibility, diversity and inclusion continues into 2024-25.

Five years into consolidation the Municipal tax rate has seen fluctuations, and there is continued support for growth, development, and connectivity within our Region and most notably a large tax rate reduction in 2023-24. This budget is focused on the future and continuous improvement of services. The proposed operating budget for 2024-25 is \$2.5 million, or 8% higher than last year at \$33,662,313.

This was a challenging year in creating the draft budget, following the previous year's calculation errors and inaccurate estimations. These were discovered in the 2023-24 budget following its approval. There was also an overall increase in service delivery cost. Even with a reduction in our tax rate for all rate payers, we have been able to balance the budget. This budget has proposed contributions to capital and operating reserves, while reducing the tax rates, and increasing support throughout the budget for residents and non-profit organizations.

### Revenue Summary

Revenue has increased by \$2.5 million. Much of this can be attributed to an increase of the assessment roll, resulting in \$2.3 million in additional tax revenue. As the housing market's activity starts to slow, the expected revenue from deed transfer taxes has been decreased, reducing the Municipality's dependence on housing market trends for 2024-25. A decrease is expected in revenue from sales of services, based on previous years' performance.

### Expense Summary

Expenses have increased by \$2.5 million. Many expenses are seeing an increase this year due to inflation, including insurance, utility costs, and fuel. This year, new capital expenditures will add \$417,866 to the debt servicing costs.

During the preparation of this budget, staff reviewed many items, including allocations of expenses between departments and staffing compensation and benefits.

Further, three new full-time positions have been created. Two positions fall within the Public Works Department including a Mechanic and a Labourer. Within the Planning and Development Department there is a position for a new Term Planner, funded through the housing accelerator funding. There are also three seasonal positions in the Community Development Department to support parks and grounds maintenance due to increased service levels and to offset ongoing seasonal labour shortages.

**Tax Summary**

The tax rate structure is set up with a general rate and three area rates from the former municipal boundaries of the Town of Windsor, Municipality of West Hants, and the Town of Hantsport. Considering the above, the proposed budget for 2024-25 is presented with a one cent decreased in the residential tax rates for all three former boundaries, and sustained tax rates for commercially assessed properties across all three former boundaries.

The residential general rate is proposed as \$0.6972, and the general commercial rate is proposed as \$0.98. Both rates have been maintained from the previous year.

It is further proposed that the combined rates of \$0.9723 for West Hants residential, \$1.3537 for Hantsport residential, and \$1.6464 for Windsor residential be decreased by one cent from the previous year.

It is further proposed that the combined rates of \$1.78 for West Hants commercial, \$3.75 for Hantsport commercial, and \$3.85 for Windsor commercial be maintained from 2023-24.

<b>RATE SUMMARY</b>		
<b>Commercial</b>	<b>2023-2024</b>	<b>2024-2025</b>
General Rate	0.98	0.98
<b>Communities Combined Area Rates*</b>		
West Hants Rate	1.78	1.78
Hantsport Rate	3.75	3.75
Windsor Rate	3.85	3.85
<b>Residential</b>	<b>2023-2024</b>	<b>2024-2025</b>
General Rate	0.5314	0.6972
<b>Communities Combined Area Rates*</b>		
West Hants Rate	0.9823	0.9723
Hantsport Rate	1.3637	1.3537
Windsor Rate	1.6564	1.6464

\*Combined area rates means all rates applicable to that community.

**WEST HANTS REGIONAL MUNICIPALITY BUDGET OVERVIEW**

The following table provides a summary of the budgeted totals for each revenue and expense area by department. The categories are standardized across Nova Scotia municipalities; legend included on page 7. The combined totals reflect the integrated budget of the general and area rates.

A complete and detailed version of the budget is provided in **Appendix 1**.

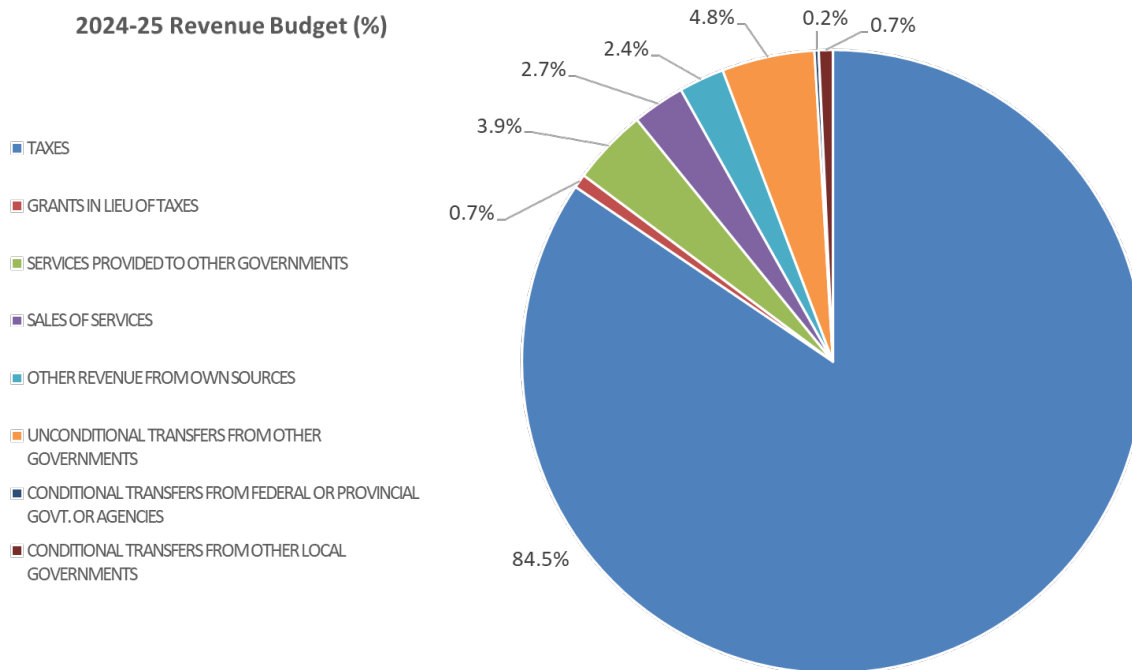
## West Hants Regional Municipality Budget Overview

2024-25 WEST HANTS REGIONAL MUNICIPALITY BUDGET				
REVENUE	2023-24 BUDGET	2024-25 BUDGET	VARIANCE	
<b>TAXES</b>	\$ 26,752,928	\$ 28,435,837	6.3%	
<b>GRANTS IN LIEU OF TAXES</b>	\$ 91,601	\$ 243,157	165.5%	
<b>SERVICES PROVIDED TO OTHER GOVERNMENTS</b>	\$ 1,157,282	\$ 1,328,924	14.8%	
<b>SALES OF SERVICES</b>	\$ 1,014,521	\$ 916,847	-9.6%	
<b>OTHER REVENUE FROM OWN SOURCES</b>	\$ 666,961	\$ 794,889	19.2%	
<b>UNCONDITIONAL TRANSFERS FROM OTHER GOVERNMENTS</b>	\$ 1,230,201	\$ 1,622,106	31.9%	
<b>CONDITIONAL TRANSFERS FROM FEDERAL OR PROVINCIAL GOVT. OR AGENCIES</b>	\$ 65,000	\$ 74,000	13.8%	
<b>CONDITIONAL TRANSFERS FROM OTHER LOCAL GOVERNMENTS</b>	\$ 182,789	\$ 246,554	34.9%	
<b>TOTAL</b>	<b>\$ 31,161,282</b>	<b>\$ 33,662,313</b>	<b>8.0%</b>	
<b>EXPENSES</b>				
<b>GENERAL GOVERNMENT SERVICES</b>	\$ 3,487,382	\$ 4,444,174	27.4%	
<b>PROTECTIVE SERVICES</b>	\$ 9,395,696	\$ 10,646,737	13.3%	
<b>TRANSPORTATION</b>	\$ 1,743,512	\$ 1,769,364	1.5%	
<b>ENVIRONMENTAL HEALTH SERVICES</b>	\$ 3,269,235	\$ 3,576,335	9.4%	
<b>PUBLIC HEALTH SERVICES</b>	\$ 298,345	\$ 295,758	-0.9%	
<b>ENVIRONMENTAL DEVELOPMENT SERVICES</b>	\$ 1,441,810	\$ 2,110,478	46.4%	
<b>RECREATION AND CULTURAL SERVICES</b>	\$ 2,828,837	\$ 3,429,882	21.2%	
<b>EDUCATION</b>	\$ 5,000,882	\$ 5,611,626	12.2%	
<b>EXTRAORDINARY OR SPECIAL ITEMS</b>	\$ -	\$ -	0.0%	
<b>NET EXPENSES</b>	<b>\$ 27,465,699</b>	<b>\$ 31,884,355</b>	<b>16.1%</b>	
<b>DEBENTURE AND TERM LOAN PRINCIPAL INSTALLMENTS</b>	\$ 2,239,207	\$ 2,372,859	6.0%	
<b>NET TRANSFERS FROM (TO) OWN RESERVE, FUNDS AND AGENCIES</b>	\$ 1,456,376	\$ (594,900)	-140.8%	
<b>TOTAL</b>	<b>\$ 31,161,282</b>	<b>\$ 33,662,313</b>	<b>8.0%</b>	
<b>SURPLUS / (DEFICIT)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>	

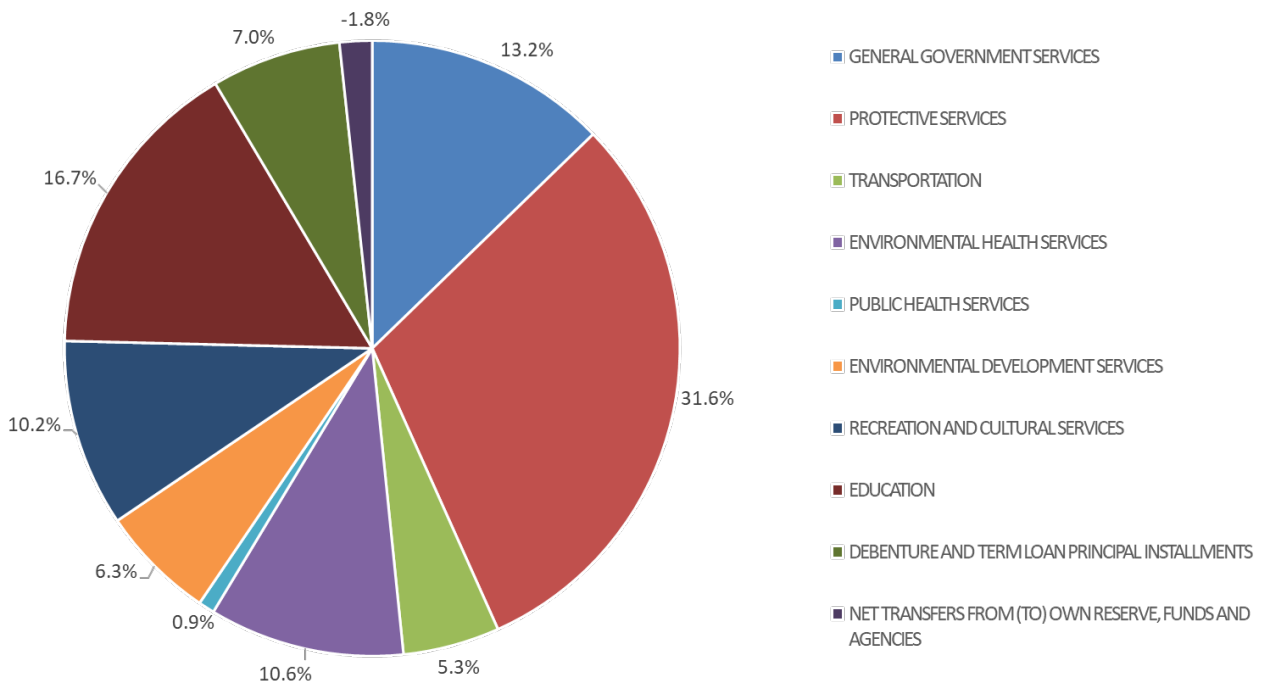
Expense Legend:

<b>General Government Services</b>	Legislative, CAO's Office, Financial Services, Facilities
<b>Protective Services</b>	RCMP, Fire Services, EMO, By-Law, Courthouse, Building Inspection, Corrections, Prosecuting Attorney, Ground Search & Rescue
<b>Environmental Health Services</b>	Sewer, Waste Collection, Waste Diversion, Closed Landfill
<b>Public Health Services</b>	Cemeteries, Public Housing Authority
<b>Environmental Development Services</b>	Planning & Development, Community Economic Development, Industrial Parks
<b>Recreation and Cultural Services</b>	Libraries, Community Development, Programs, Parks, Grants & Contributions

### 2024-25 Revenue Budget (%)



### 2024-25 Expense Budget (%)



## REVENUE

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### Tax Related Revenue

Property taxes are generated through a combination of residential and commercial tax rates. The tax rate is derived from the assessment roll provided by Property Valuation Services Corporation (PVSC), which shows the assessed value of each property in West Hants. The total property values are divided by 100 and multiplied by the proposed tax rates to show the amount of revenue that will be generated from taxes. In 2024-25 we have budgeted for the tax rate to be maintained for commercial and a reduction of one cent for residential from the previous fiscal year.

The taxes generated plus the non-tax related revenue must equal the total proposed expenses as the Municipality is required to put forward a net \$0 budget. Unlike provincial and federal governments, municipalities are not allowed to budget for a deficit.

The following tables outline the area rate by expense for each of the three former boundaries within West Hants Regional Municipality.

### General Rate Breakdown Calculation

#### 2024-25 General Tax Calculation

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##### GENERAL RATE

Estimated General Rate Expenses	\$	24,819,272
Less Non-Tax and Transfer Revenue	\$	(10,604,106)

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**Required Tax Revenue** \$ **14,215,166**

PVSC Commercial Roll	\$	149,783,400
Less Appeals	\$	(616,700)
Federal and Resource Commercial	\$	8,071,422
Net PVSC Commercial Roll	\$	157,238,122

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**Revenue From \$0.98 Tax Rate** \$ **1,540,934**

**Remaining Tax Required** \$ **12,674,232**

PVSC Residential Roll	\$	1,816,253,700
Less Appeals	\$	(821,900)
Federal and Resource Residential	\$	2,352,400
Net PVSC Residential Roll	\$	1,817,784,200

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**Residential Tax Rate Required** \$ **0.6972**

## West Hants Area Rate by Expense

### WEST HANTS

<b>AREA RATE 1</b>	
Estimated General Rate Expenses	\$ 5,115,687
Less Non-tax and Transfer Revenue	\$ -
<b>Required Tax Revenue</b>	<b>\$ 5,115,687</b>
PVSC West Hants Commercial Roll	\$ 89,868,000
Less Appeals	-\$ 586,700
Federal and Resource Commercial	\$ 5,876,622
Net PVSC Commercial Roll	\$ 95,157,922
<b>Revenue From \$0.80 Area Rate 1</b>	<b>\$ 761,263</b>
<b>Remaining Tax Required</b>	<b>\$ 4,354,423</b>
PVSC Residential Roll	\$ 1,581,871,400
Less Appeals	-\$ 771,900
Federal and Resource Residential	\$ 2,224,500
Net PVSC Residential Roll	\$ 1,583,324,000
<b>Residential Area Rate Required</b>	<b>\$ 0.2750</b>

### WEST HANTS

<b>Area Rate By Expense</b>	<b>Commercial</b>	<b>Residential</b>
<b>GENERAL GOVERNMENT SERVICES</b>	\$ 0.0185	\$ 0.0064
<b>PROTECTIVE SERVICES</b>	\$ 0.6700	\$ 0.2303
<b>TRANSPORTATION</b>	\$ 0.0001	\$ 0.0000
<b>ENVIRONMENTAL HEALTH SERVICES</b>	\$ 0.1890	\$ 0.0650
<b>PUBLIC HEALTH SERVICES</b>	\$ -	\$ -
<b>ENVIRONMENTAL DEVELOPMENT SERVICES</b>	\$ -	\$ -
<b>RECREATION AND CULTURAL SERVICES</b>	\$ -	\$ -
<b>EDUCATION</b>	\$ -	\$ -
<b>EXTRAORDINARY OR SPECIAL ITEMS</b>	\$ -	\$ -
<b>DEBENTURE AND TERM LOAN PRINCIPAL INSTALLMENTS</b>	\$ 0.1070	\$ 0.0368
<b>NET TRANSFERS FROM (TO) OWN RESERVE, FUNDS AND</b>	-\$ 0.1845	-\$ 0.0634
<b>Total Area Rate</b>	\$ 0.8000	\$ 0.2750
<b>General Rate</b>	\$ 0.9800	\$ 0.6972
<b>Total West Hants Tax Rate</b>	\$ 1.7800	\$ 0.9723

## Hantsport Area Rate by Expense

### HANTSPORT

<b>AREA RATE 2</b>	
Estimated General Rate Expenses	\$ 626,050
Less Non-tax and Transfer Revenue	\$ -
<b>Required Tax Revenue</b>	<b>\$ 626,050</b>
PVSC Hantsport Commercial Roll	\$ 16,099,200
Less Appeals	-\$ 30,000
Federal and Resource Commercial	\$ 223,800
Net PVSC Commercial Roll	\$ 16,293,000
<b>Revenue From \$1.97 Area Rate 2</b>	<b>\$ 320,972</b>
<b>Remaining Tax Required</b>	<b>\$ 305,078</b>
PVSC Residential Roll	\$ 80,027,100
Less Appeals	-\$ 50,000
Federal and Resource Residential	\$ -
Net PVSC Residential Roll	\$ 79,977,100
<b>Residential Area Rate Required</b>	<b>\$ 0.3815</b>

### HANTSPORT

<b>Area Rate By Expense</b>	<b>Commercial</b>	<b>Residential</b>
<b>GENERAL GOVERNMENT SERVICES</b>	\$ -	\$ -
<b>PROTECTIVE SERVICES</b>	\$ 0.0002	\$ 0.0000
<b>TRANSPORTATION</b>	\$ -	\$ -
<b>ENVIRONMENTAL HEALTH SERVICES</b>	\$ 0.0039	\$ 0.0008
<b>PUBLIC HEALTH SERVICES</b>	\$ 0.0907	\$ 0.0176
<b>ENVIRONMENTAL DEVELOPMENT SERVICES</b>	\$ -	\$ -
<b>RECREATION AND CULTURAL SERVICES</b>	\$ 0.1101	\$ 0.0213
<b>EDUCATION</b>	\$ -	\$ -
<b>EXTRAORDINARY OR SPECIAL ITEMS</b>	\$ -	\$ -
<b>DEBENTURE AND TERM LOAN PRINCIPAL INSTALLMENTS</b>	\$ 0.0683	\$ 0.0132
<b>NET TRANSFERS FROM (TO) OWN RESERVE, FUNDS AND HMCC</b>	\$ 1.3615	\$ 0.2636
	\$ 0.3352	\$ 0.0649
<b>Total Area Rate</b>	\$ 1.9700	\$ 0.3815
<b>Total Area Rate - West Hants</b>	\$ 0.8000	\$ 0.2750
<b>General Rate</b>	\$ 0.9800	\$ 0.6972
<b>Total Hantsport Tax Rate</b>	<b>\$ 3.7500</b>	<b>\$ 1.3537</b>

## Windsor Area Rate by Expense

### WINDSOR

<b>AREA RATE 3</b>	
Estimated General Rate Expenses	\$ 4,007,075
Less Non-tax and Transfer Revenue	\$ -
<b>Required Tax Revenue</b>	<b>\$ 4,007,075</b>
PVSC Windsor Commercial Roll	\$ 59,915,400
Less Appeals	-\$ 30,000
Federal and Resource Commercial	\$ 2,194,800
Net PVSC Commercial Roll	\$ 62,080,200
<b>Revenue From \$2.87 Area Rate 3</b>	<b>\$ 1,781,702</b>
<b>Remaining Tax Required</b>	<b>\$ 2,225,373</b>
PVSC Residential Roll	\$ 234,382,300
Less Appeals	-\$ 50,000
Federal and Resource Residential	\$ 127,900
Net PVSC Residential Roll	\$ 234,460,200
<b>Residential Area Rate Required</b>	<b>\$ 0.9491</b>

### WINDSOR

Area Rate By Expense	Commercial	Residential
<b>GENERAL GOVERNMENT SERVICES</b>	\$ 0.1680	\$ 0.0556
<b>PROTECTIVE SERVICES</b>	\$ 1.2837	\$ 0.4245
<b>TRANSPORTATION</b>	\$ 0.0298	\$ 0.0099
<b>ENVIRONMENTAL HEALTH SERVICES</b>	\$ 0.3178	\$ 0.1051
<b>PUBLIC HEALTH SERVICES</b>	\$ 0.0372	\$ 0.0123
<b>ENVIRONMENTAL DEVELOPMENT SERVICES</b>	\$ -	\$ -
<b>RECREATION AND CULTURAL SERVICES</b>	\$ -	\$ -
<b>EDUCATION</b>	\$ -	\$ -
<b>EXTRAORDINARY OR SPECIAL ITEMS</b>	\$ -	\$ -
<b>DEBENTURE AND TERM LOAN PRINCIPAL INSTALLMENTS</b>	\$ 0.2755	\$ 0.0911
<b>NET TRANSFERS FROM (TO) OWN RESERVE, FUNDS AND</b>	\$ 0.7579	\$ 0.2507
<b>Total Area Rate</b>	\$ 2.8700	\$ 0.9491
<b>General Rate</b>	\$ 0.9800	\$ 0.6972
<b>Total Windsor Tax Rate</b>	\$ 3.8500	\$ 1.6464

## Non-Tax Related Revenue

### Resource and Special Assessment

Resource revenue is based on current year property assessments for recreation and forest properties at last year's tax rates. Special assessments relate to unique or specific charges that are required for services or anomalies in the tax roll.

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Special Tax Agreement	\$ 54,019	\$ -	\$ 38,000	#DIV/0!
Recreational Property Tax	\$ 5,653	\$ 5,653	\$ 5,653	0.0%
Forest Property Tax < 50,000 ac	\$ 22,659	\$ 25,663	\$ 22,285	-13.2%
Forest Property Tax > 50,000 ac	\$ 14,050	\$ 22,153	\$ 14,050	-36.6%
Taxes - Other	\$ 44,707	\$ 58,147	\$ 58,147	0.0%
<i>Subtotal</i>	<i>\$ 141,088</i>	<i>\$ 111,617</i>	<i>\$ 138,135</i>	<i>23.8%</i>

### Business Property Transfers

Business property includes transfers to the municipality based on special arrangements between the province, Bell Aliant and NS Power. Revenue generated from Bell Aliant and NS Power is based on assessed values of properties in West Hants at last year's assessment rate. The HST rebate is determined by UNSM and is calculated based on the former units' HST returns from the previous year.

- The Bell Aliant revenue is based off actuals from 2023-24.
- HST rebate is an estimate based on the previous year's transactions. For 2024-25 the HST was based on 2022-23 income taxes.

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Based on Revenue (MTT)	\$ 77,443	\$ 79,380	\$ 73,205	-7.8%
NS Power Inc. Grant	\$ 210,168	\$ 244,368	\$ 258,327	5.7%
HST Rebate (UNSM)	\$ 90,383	\$ 86,729	\$ 90,383	4.2%
<i>Subtotal</i>	<i>\$ 377,994</i>	<i>\$ 410,477</i>	<i>\$ 421,915</i>	<i>2.8%</i>

### Other Taxes

Deed Transfer Tax is based on an estimation of the total value of homes sold in West Hants each year. 5% of the monies relates to anticipated revenue generated through the Subdivision By-Law process. This money is transferred to a reserve resulting in net \$0 revenue for the Municipality.

- Deed Transfer Tax By-Law has a set rate of 1.5%. With activity in the housing market slowing, we are estimating Deed Transfer Tax to be lower than what was budgeted in 2023-24, by \$300,000.

- There are no anticipated changes to the 5% Monies, it is simply an estimate with no impact on the tax rate.

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Deed Transfer Tax	\$ 2,368,986	\$ 2,000,000	\$ 1,700,000	-15.0%
Other (5% Monies)	\$ 16,280	\$ 10,000	\$ 10,000	0.0%
<i>Subtotal</i>	<b>\$ 2,385,266</b>	<b>\$ 2,010,000</b>	<b>\$ 1,710,000</b>	<b>-14.9%</b>

### Services Provided to Other Governments and Agencies

Revenue generated by recouping costs from other government agencies, host landfill tipping fees, and administration fees charged for providing services to internal and external departments and agencies.

- Revenue generated from Environmental Health Services is drawn from the Region 6 Solid Waste Management funding and the diversion credit reserve and is determined by anticipated expenses for the year.
- With increased construction in the region, 2023-24 saw higher than budgeted Landfill Tipping Fees. Expecting this trend to continue, the 2024-25 budget for Landfill Tipping Fees has been increased.
- Closed landfill draws its revenue from the Asset Retirement Obligation Reserve and matches the anticipated expenses for the year.
- Administrative revenue is made up of 10% administration fees based on operating expenses charged to the Water Utilities, Sewer System, Region 6 Solid Waste Management, Courthouse, etc.

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Environmental Health Services	\$ 96,897	\$ 75,700	\$ 78,647	3.9%
Landfill Tipping Fees	\$ 495,946	\$ 431,438	\$ 600,000	39.1%
Municipal Courthouse	\$ 72,248	\$ 95,315	\$ 112,857	18.4%
Closed Landfill	\$ 56,958	\$ 53,860	\$ 53,883	0.0%
Administration Revenue	\$ 515,239	\$ 500,969	\$ 483,538	-3.5%
<i>Subtotal</i>	<b>\$ 1,237,288</b>	<b>\$ 1,157,282</b>	<b>\$ 1,328,924</b>	<b>14.8%</b>

### Sales of Service

Sales of service is revenue from taxes on the Ellershouse and Martock Ridge wind farms as well as projected revenue from field and facility rentals and Community Development programs.

- Wind farm revenue is generated from the Municipality's ability to charge for Martock Ridge and Ellershouse wind farms based on megawatts produced and is limited to a 1% increase per year.
- In 2024-25 Community Development will continue with the successful subsidy of programs - this subsidy will be seen in the program expenses. There is also adjustment

to revenue based on actuals in the previous year for the Field House at the Sports Complex. There is also an anticipated increase in revenue for KES Aquatics programs.

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Wind Farms	\$ 172,661	\$ 175,676	\$ 177,433	1.0%
Community Development Programs & Rentals	\$ 639,248	\$ 838,845	\$ 739,414	-11.9%
<i>Subtotal</i>	<b>\$ 811,908</b>	<b>\$ 1,014,521</b>	<b>\$ 916,847</b>	<b>-9.6%</b>

### Other Revenue from Own Sources

Revenue from own sources includes sales of licenses and building permits, collection of fines, and rental fees. Return on investment is money earned from bank interest as well as penalties and interest, which is revenue earned on overdue tax accounts. Miscellaneous includes revenue earned from tax certificates, Street Improvement By-Law, and property tax information transfers.

- Rental revenue is generated from the rental of the space for the Windsor Fire Department, Hantsport Food Bank, and other rentals at the 100 King Street location.
- Penalties and interest are based on the interest charged on outstanding taxes at 1.25% per month simple interest.
- Private Road Association service fees are maintained at \$5 per lot.

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Licenses & Permits	\$ 87,807	\$ 90,000	\$ 90,000	0.0%
Fines	\$ 42,646	\$ 31,000	\$ 42,000	35.5%
Rentals	\$ 3,475	\$ 100,811	\$ 116,079	15.1%
Return on Investment	\$ 135,044	\$ 75,000	\$ 75,000	0.0%
Penalties & Interest on Taxes	\$ 355,207	\$ 322,150	\$ 322,150	0.0%
Miscellaneous	\$ 27,790	\$ 48,000	\$ 149,660	211.8%
<i>Subtotal</i>	<b>\$ 651,969</b>	<b>\$ 666,961</b>	<b>\$ 794,889</b>	<b>19.2%</b>

### Unconditional Transfers from Own Government

These are payments received from the provincial government which have no spending restrictions. This is made up of farm property acreage, which is revenue generated from farmlands and is assessed on last year's commercial rate, the annual 911 fee and Municipal Capacity Grant (former equalization).

- Bill 340 was passed in 2023-24. As a result the updated funding formula for Municipal Capacity Grant is reflected in 2024-25.

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Municipal Capacity Grant	\$ 761,303	\$ 1,125,416	\$ 1,514,504	34.6%
MGA, Farm Property Acreage	\$ 90,400	\$ 98,485	\$ 101,232	2.8%
911 Cost Recovery	\$ 8,493	\$ 6,300	\$ 6,370	1.1%
<i>Subtotal</i>	<b>\$ 860,196</b>	<b>\$ 1,230,201</b>	<b>\$ 1,622,106</b>	<b>31.9%</b>

### Conditional Transfers from Federal and Provincial Governments

Conditional transfers require that money received be used for specific purposes. The budget is made up of recouping funds for excise tax, grant money for the Active Living Coordinator, and other grant funding opportunities.

- \$50,000 has been identified as recreation grants with a reasonable expectation for success in obtaining them.

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Federal Government	\$ 40,682	\$ 15,000	\$ 24,000	60.0%
Provincial Government	\$ 36,766	\$ 50,000	\$ 50,000	0.0%
<i>Subtotal</i>	<b>\$ 77,448</b>	<b>\$ 65,000</b>	<b>\$ 74,000</b>	<b>13.8%</b>

### Conditional Transfers from Other Local Governments

Consists of transfers from various local governments that are conditional on specific services being provided by the Municipality. Much of this revenue is related to fire protection.

- The maintenance agreement with Glooscap for the booster station that supports Glooscap Landing, and the trimmer station that supports the Glooscap First Nations Reserve.
- Revenue generated from Kings County for Hantsport fire service is contingent on Kings County's approval. Percentage of calls has increased to 37.2% and operational portion is capped at \$82,300.
- IT Services is an agreement with the Village of Kingston and the Town of Berwick for professional services and consulting from our Information Technology Specialist.

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Kings County Fire Service	\$ 42,590	\$ 71,600	\$ 82,300	14.9%
IT Services (Town & Villages)	\$ 587	\$ 2,000	\$ 2,000	0.0%
Glooscap Fire Grant	\$ 7,065	\$ 7,065	\$ 7,065	0.0%
Glooscap Landing Service	\$ 32,992	\$ 30,000	\$ 30,000	0.0%
Capital Fire Grant Kings	\$ 37,657	\$ 72,124	\$ 87,189	20.9%
<i>Subtotal</i>	<b>\$ 120,889</b>	<b>\$ 182,789</b>	<b>\$ 208,554</b>	<b>14.1%</b>

## EXPENSES

### Non-Departmental Expenses and Net Transfers

#### General Rate Debt Servicing

Debt servicing is for capital purchases such as buildings, vehicles, land, etc. The debt the Municipality currently holds is with the Municipal Finance Corporation (MFC), but the Municipality can borrow from its banker, RBC, when the need arises.

- 49.4% of the Municipality's debt servicing cost is related to Fire Services.
- The proposed 2024-25 debt servicing costs will add \$0.0230 to the general tax rate.
- The total debt servicing cost, including area rated debt servicing, makes up 8.7% of the total budget.

REGION			
DEBT CHARGES			
2020-2021	Principal	Interest	Total
Subtotal 2020-21	\$ 267,307	\$ 136,222	\$ 403,529
2021-2022	Principal	Interest	Total
Subtotal 2021-22	\$ 106,508	\$ 135,270	\$ 241,778
2022-2023	Principal	Interest	Total
Subtotal 2022-23	\$ 190,782	\$ 14,031	\$ 204,813
2023-2024	Principal	Interest	Total
HFD - Rear Parking Lot	\$ 7,277	\$ 473	\$ 7,750
HFD - Waterproofing Truck Bay Wall	\$ 4,027	\$ 262	\$ 4,288
HFD - Thermal Imaging Cameras	\$ 3,101	\$ 202	\$ 3,303
HFD - Master Intake Valve Repair (Truck 21)	\$ 1,342	\$ 87	\$ 1,429
BFD2 - Scan Light & Winch	\$ 4,459	\$ 290	\$ 4,749
SWH - SCBA Bottles	\$ 3,952	\$ 257	\$ 4,209
SWH - APX 4000 Portables with Mic	\$ 1,737	\$ 113	\$ 1,850
WFD - Rescue 4	\$ 90,492	\$ 5,882	\$ 96,374
Brooklyn Civic Center Replacement Roof	\$ 43,964	\$ 2,858	\$ 46,822
<del>Riverview Road - Hantsport Road Renewal</del>	\$ -	\$ -	\$ -
Albert Street & College Road - Windsor Road Renewal	\$ 108,537	\$ 7,055	\$ 115,592
<del>Traffic Control @ Wentworth/Payzant</del>	\$ -	\$ -	\$ -
Windsor Stormwater Cunnabel Creek - Phase 1 Study	\$ 32,473	\$ 2,111	\$ 34,584
Replace 2011 Salt/Plow Dump Truck	\$ 24,025	\$ 1,562	\$ 25,587
Subtotal 2023-24	\$ 325,386	\$ 21,150	\$ 346,536

2024-25	Principal	Interest	Total
HFD - Highway Stabilization Kit	\$ 3,515	\$ 228	\$ 3,743
HFD - Light Rescue 51 (Delayed Servicing 2025-26)	\$ -	\$ -	\$ -
HFD - Voice Amplifiers for SCBA Masks	\$ 2,065	\$ 134	\$ 2,199
HFD - Thermal Imaging Cameras	\$ 1,538	\$ 100	\$ 1,637
BFD 1 - 20' RTV Trailer	\$ 1,672	\$ 109	\$ 1,781
BFD2 - Extrication Tools & Charges for Squad 9	\$ 10,591	\$ 688	\$ 11,279
SFD - Paving of members parking area	\$ 2,402	\$ 156	\$ 2,559
SWH - Boat	\$ 1,458	\$ 95	\$ 1,553
WFD Building Upgrades	\$ 15,050	\$ 978	\$ 16,029
P&G Truck - Maintenance Van	\$ 30,974	\$ 2,013	\$ 32,987
Windsor Community Centre - Flood Protection Improvements	\$ 27,928	\$ 1,815	\$ 29,743
Vacuum Truck/Jet Rodder	\$ 48,050	\$ 3,123	\$ 51,173
Tregothic Creek Sewer Crossing	\$ 16,723	\$ 1,087	\$ 17,810
College Road & Nesbitt Street - Windsor Sewer Renewal	\$ 11,411	\$ 742	\$ 12,153
Riverview Road & Rand Street - Hantsport Road Renewal	\$ 27,935	\$ 1,816	\$ 29,750
Nesbitt Street - Windsor Road Renewal	\$ 16,429	\$ 1,068	\$ 17,497
Windsor Stormwater Cunnabel Creek - Phase 2 Study	\$ 51,623	\$ 3,356	\$ 54,979
Street Lights @ Wentworth/Payzant	\$ 30,974	\$ 2,013	\$ 32,987
Sidewalk Machine	\$ 26,756	\$ 1,739	\$ 28,495
Replace Unit 52	\$ 24,025	\$ 1,562	\$ 25,587
Tremain Crescent - Storm Water Culvert	\$ 41,243	\$ 2,681	\$ 43,924
<b>Subtotal 2024-25</b>	<b>\$ 392,363</b>	<b>\$ 25,504</b>	<b>\$ 417,866</b>
<b>Total General Rated Debt Servicing</b>	<b>\$ 1,282,353</b>	<b>\$ 332,184</b>	<b>\$ 1,614,530</b>
<b>Total Debt Servicing, Including Area Rates</b>	<b>\$ 2,372,859</b>	<b>\$ 576,995</b>	<b>\$ 2,949,854</b>

## Police Protection

The Municipality is a participant in the Municipal Policing Services Agreement which is a contract between the Province of Nova Scotia and the RCMP. Under this agreement, the Municipality pays 90% of the cost of an officer (boots on the street) and the province covers the difference. DNA testing is not covered under this agreement and the Municipality pays an annual fee to the RCMP for this service.

- The cost for RCMP services is up 8.5% from 2023-24, and is area rated 70% to area rate 1 and 30% to area rate 3.
- The DNA testing expense did not increase from 2023-24.

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
RCMP	\$ 5,194,543	\$ 5,491,910	\$ 5,961,430	8.5%
Other (DNA Testing)	\$ 12,577	\$ 13,000	\$ 13,000	0.0%
<b>Subtotal</b>	<b>\$ 5,207,121</b>	<b>\$ 5,504,910</b>	<b>\$ 5,974,430</b>	<b>8.5%</b>

## Transportation

This is the three-year funding agreement with West Hants Dial-A-Ride, adjusted by cost of living each year. This is the last year of the agreement.

- The cost of living adjustment wasn't included in 2023-24 and will be included with the final funding disbursement.

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
West Hants Dial-A-Ride	\$ 10,000	\$ 30,000	\$ 35,658	18.9%
<i>Subtotal</i>	<i>\$ 10,000</i>	<i>\$ 30,000</i>	<i>\$ 35,658</i>	<i>18.9%</i>

## Fire Protection

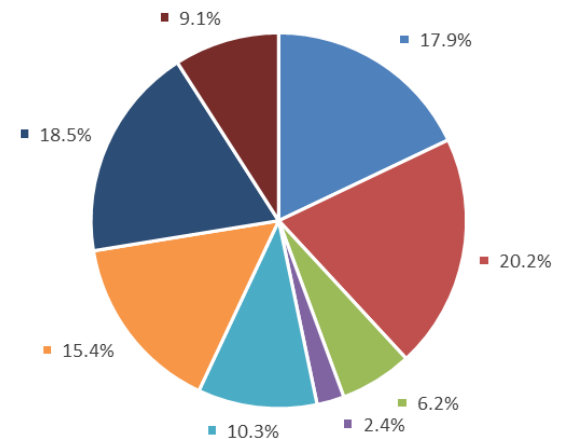
Represents the combined budgets of all fire services that provide fire protection in the West Hants area. Fire budgets for each of the fire services are presented individually to Council by the Fire Chief or appointed representative. Detailed budgets are provided in **Appendices 2-9**. The amount for water supply and hydrants is ordered by the Utility and Review Board (UARB) through the various water utility rate hearings.

- Water Supply and Hydrants costs have increased based on UARB orders.
- Municipal Fire Services budget has increased by 11.1%.

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Fire Fighting Service	\$ 1,462,448	\$ 1,674,743	\$ 1,861,458	11.1%
Water Supply & Hydrants	\$ 1,028,989	\$ 1,106,532	\$ 1,434,006	29.6%
<i>Subtotal</i>	<i>\$ 2,491,437</i>	<i>\$ 2,781,275</i>	<i>\$ 3,295,464</i>	<i>18.5%</i>

### West Hants Regional Municipality Regional Fire Budget Summary 2024-25

EXPENSES	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Regional Fire Service	\$ 216,275	\$ 333,746	54.3%
Windsor Fire Department	\$ 312,390	\$ 375,780	20.3%
Southwest Hants Fire Service	\$ 93,765	\$ 116,260	24.0%
Walton Fire Department	\$ 43,850	\$ 43,850	0.0%
Summerville Fire Department	\$ 190,400	\$ 191,400	0.5%
Hantsport Fire Department	\$ 254,060	\$ 287,410	13.1%
Brooklyn Fire Department - Station 1	\$ 321,990	\$ 344,022	6.8%
Brooklyn Fire Department - Station 2	\$ 164,870	\$ 168,990	2.5%
<b>Total Expenses</b>	<b>\$1,597,599</b>	<b>\$1,861,458</b>	<b>16.5%</b>



## Public Safety

Public safety grants and the West Hants Ground Search and Rescue funding line item within the budget.

- West Hants Ground Search and Rescue (WHGSAR) proposed grant this year includes increased operational and capital funding. It also includes the purchase of a new vehicle. This is the request of WHGSAR for a new level of support, similar to that of Fire Protection.

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Grants	\$ 9,833	\$ 7,500	\$ 7,500	0.0%
West Hants Ground Search and Rescue	\$ 5,192	\$ 28,500	\$ 146,170	412.9%
<i>Subtotal</i>	<i>\$ 15,025</i>	<i>\$ 36,000</i>	<i>\$ 153,670</i>	<i>326.9%</i>

## Housing

Under the municipal service exchange, West Hants Regional Municipality is responsible to share in the cost of any operating deficits incurred by the Regional Housing Authority. The municipal contribution is to help offset costs related to maintaining public housing in the region.

- There are no anticipated increases in this item expected for 2024-25 based on reports from the Regional Housing Authority for 2023-24.
- This will be the last fiscal period for this funding based on the new Bill 340 passed in 2023-24.
- This payment represents \$0.00105 on the general tax rate.

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Deficit of Regional Housing Authority	\$ 143,602	\$ 215,000	\$ 215,000	0.0%
<i>Subtotal</i>	<i>\$ 143,602</i>	<i>\$ 215,000</i>	<i>\$ 215,000</i>	<i>0.0%</i>

## Community Economic Development

The Municipality is a partner in several community-based initiatives including Valley Regional Economic Network (REN), Valley Community Fibre Network (VCFN), and Climate Action Committee.

- The annual deficit of the VCFN is shared by its members. It is anticipated to remain at current levels until additional leases are added to generate more revenue for the organization.
- West Hants Regional Municipality has withdrawn the notice given to Valley REN regarding leaving the service and has agreed to stay on.

- Climate Action Committee Workplan is funding to support initiatives from motions of the Climate Action Committee. There is also an allowance for a Home Flood Protection Pilot Program proposed in 2024-25. For more details, please see page 32.
- Continuation of the Hants Shore Community Health Centre funding is proposed.

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Valley REN	\$ 67,501	\$ 68,000	\$ 67,505	-0.7%
VCFN	\$ 6,817	\$ 3,360	\$ 5,113	52.2%
Climate Action Committee	\$ 43	\$ 105,300	\$ 512,331	386.5%
Hants Shore Community Health Centre	\$ -	\$ 50,000	\$ 50,000	0.0%
<i>Subtotal</i>	<i>\$ 74,362</i>	<i>\$ 226,660</i>	<i>\$ 634,949</i>	<i>180.1%</i>

### Industrial Park

Industrial Park agreement for expenses related to lighting and snow removal services for parts of the Windsor-West Hants Industrial Park. It is not anticipated to change for 2024-25.

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Other- Lights	\$ 3,675	\$ 4,400	\$ 4,006	-9.0%
<i>Subtotal</i>	<i>\$ 3,675</i>	<i>\$ 4,400</i>	<i>\$ 4,006</i>	<i>-9.0%</i>

### Cultural Buildings and Facilities

These non-department expenses are made up of a mandatory transfer to the Annapolis Valley Regional Library, and expenses for Windsor Library. The Hantsport Library is a service that was supported by the former Town of Hantsport, through agreements and motions of the Town Council. West Hants Regional Municipality retains ownership of the library building and costs associated with maintenance and repairs must continue to be funded.

- Costs for the Hantsport Library have increased, and the 2024-25 estimates are reflective of this. This increase is attributed to building maintenance and increased power and insurance costs. See **Appendix 21** for detailed and complete versions of the budget provided below.
- Costs for the Windsor Library have increased, and the 2024-25 estimates are reflective of this. This increase is attributed to building maintenance and increased power and insurance costs. See **Appendix 21** for detailed and complete versions of the budget provided below.
- The Regional Library contribution has increased for 2024-25. Contributions are based on population. This contribution to the Regional Library represents \$0.0066 on the general

tax rate.

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Windsor Library	\$ 18,271	\$ 33,763	\$ 37,007	9.6%
Hantsport Library	\$ 4,700	\$ 17,589	\$ 17,515	-0.4%
Transfers to Regional Library	\$ 124,495	\$ 126,690	\$ 134,500	6.2%
<i>Subtotal</i>	<i>\$ 147,466</i>	<i>\$ 178,042</i>	<i>\$ 189,022</i>	<i>6.2%</i>

### Appropriations to Regional School Boards

Mandatory transfers to the school board to cover the costs of education in the region. West Hants Regional Municipality’s direct share is based on the Uniform Assessment (UA) total provided by the province and multiplied by 0.003048. Under the dissolution order, the former Town of Hantsport maintains an inter-municipal agreement that uses a similar formula as above but combines the total cost of education among Kings County and the Towns of Wolfville, Kentville and Berwick. The formula uses the number of students attending the schools and determines the education cost based on the weighted percentage of students in each area.

- A lift in the UA and an inclusion of the inter-municipal agreement has led to an overall increase of 12.2%.
- The mandatory contribution to Regional School Boards represents \$0.2752 on the general tax rate.

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Mandatory Contribution	\$ 4,555,464	\$ 5,000,882	\$ 5,611,626	12.2%
<i>Subtotal</i>	<i>\$ 4,555,464</i>	<i>\$ 5,000,882</i>	<i>\$ 5,611,626</i>	<i>12.2%</i>

### Internal Transfers

Budgeted and non-budgeted transfers to and from internal reserves. Unbudgeted transfers from reserves are typically a result of unanticipated costs that occur in the year.

- 5% Fund supports recreation equipment, land acquisition, and park development in West Hants.
- Carryover Reserve is the amount previously approved in 2023-24, for projects that were not able to be completed in 2023-24, and funding was carried over to 2024-25.
- Consolidation Funding is transfers of funding to cover operational costs as part of the funding agreements with the Province of Nova Scotia.
- The Hantsport Infrastructure Reserve will allow Hantsport to fund required infrastructure upgrades unique to the community and leverage additional Federal and Provincial funding.

- The Windsor Infrastructure Reserve will allow Windsor to fund required infrastructure upgrades unique to the community and leverage additional Federal and Provincial funding.
- The Smoothing Reserve will be used to offset the impact of the loss of equalization funds. This is the last year of this funding.
- The proposed contribution to regional capital and operating reserves is \$1,379,470.

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
<i>General Rate</i>				
Operating Reserve	\$ -	\$ -	\$ (929,043)	#DIV/0!
Fire Equipment	\$ -	\$ 50,000	\$ 50,000	0.0%
Boundary Reserve	\$ -	\$ 12,250	\$ 12,250	0.0%
Election Reserve	\$ -	\$ 25,000	\$ (50,000)	-300.0%
Hantsport Transition Reserve	\$ -	\$ (17,663)	\$ -	-100.0%
RCMP Reserve	\$ -	\$ -	\$ (746,600)	#DIV/0!
Consolidation Reserve	\$ -	\$ -	\$ (32,586)	#DIV/0!
Housing Acc. Funding	\$ -	\$ -	\$ (156,111)	#DIV/0!
Carryover Reserve	\$ -	\$ -	\$ -	#DIV/0!
Capital Fund	\$ -	\$ 818,519	\$ 800,000	-2.3%
Asset Retirement Obligation Reserve	\$ -	\$ 146,320	\$ 146,320	0.0%
<i>West Hants Rate</i>				
Operating Reserve	\$ -	\$ -	\$ (1,180,000)	#DIV/0!
<i>Hantsport Rate</i>				
Hantsport Smoothing (AR)	\$ -	\$ (60,030)	\$ (60,030)	0.0%
Hantsport Infrastructure Reserve	\$ -	\$ 275,000	\$ 197,700	-28.1%
Operating Reserve	\$ -	\$ -	\$ 295,000	
Hantsport Pension Liability	\$ -	\$ (18,020)	\$ -	-100.0%
<i>Windsor Rate</i>				
Operating Reserve	\$ -	\$ -	\$ 885,000	#DIV/0!
Windsor Infrastructure Reserve	\$ -	\$ 225,000	\$ 173,200	-23.0%
<i>Transfer to Reserves</i>	\$ <b>815,054</b>	\$ 1,456,376	\$ (594,900)	-140.8%

## Non-Departmental Area Rates

### Debt Servicing

Area rate debt servicing relates to debt through MFC that has been brought over from the former Town of Hantsport, Municipality of West Hants, and Town of Windsor. This will gradually decline as the loans are reduced.

**HANTSPORT**

<b>DEBT CHARGES (Area Rate 2)</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>	<b>Maturity</b>
2010 Prince Street Sewer	\$ 17,200	\$ 1,251	\$ 18,451	Jun. 2025
Fire Hall Roof	\$ 4,500	\$ 75	\$ 4,575	Jun. 2024
<b>Subtotal</b>	<b>\$ 21,700</b>	<b>\$ 1,326</b>	<b>\$ 23,026</b>	

**WINDSOR**

<b>DEBT CHARGES (Area Rate 3)</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>	<b>Maturity</b>
WB Stephens (HVAC)	\$ 42,240	\$ 1,192	\$ 43,432	Jun.2024
Stannus & Grey Street (sanitary/storm)	\$ 10,271	\$ 3,250	\$ 13,521	Jun. 2025
Stannus/Grey Street (pav/curb/sidewalk)	\$ 16,099	\$ 5,095	\$ 21,194	Jun. 2025
Wentworth Road - Road Phase 3	\$ 94,609	\$ 29,941	\$ 124,550	Jun. 2025
Wentworth Road - Sewer Phase 3	\$ 19,105	\$ 6,046	\$ 25,151	Jun. 2025
Wentworth Road - Storm Sewer Phase 3	\$ 20,801	\$ 6,583	\$ 27,384	Jun. 2025
Sewer Treatment Plant	\$ 181,574	\$ 81,819	\$ 263,393	Nov. 2032
<b>Subtotal</b>	<b>\$ 384,699</b>	<b>\$ 133,926</b>	<b>\$ 518,625</b>	

**WEST HANTS**

<b>DEBT CHARGES (Area Rate 1)</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>	<b>Maturity</b>
Falmouth STP - Phase 1	\$ 54,000	\$ 2,667	\$ 56,667	Oct. 2024
Falmouth STP - Phase 2	\$ 37,667	\$ 4,485	\$ 42,152	Nov. 2026
Fire Truck	\$ 218,603	\$ 15,407	\$ 234,010	May. 2026
Rescue Pumper Fire Truck & Aerial Fire Truck	\$ 154,000	\$ 22,547	\$ 176,547	Nov. 2031
Fire Truck Chassis and Pumper Fire Truck	\$ 59,700	\$ 6,990	\$ 66,690	Nov. 2027
Brooklyn Fire - Station 2	\$ 49,944	\$ 33,230	\$ 83,174	May. 2033
Supply Truck Mini-Excavator	\$ 18,754	\$ 425	\$ 19,179	Nov. 2024
BFD 1 & 2 - Radios	\$ 2,446	\$ 320	\$ 2,766	May. 2031
Brooklyn Fire Dept & Civic Centre Complex	\$ 89,000	\$ 23,494	\$ 112,494	May. 2036
<b>Subtotal</b>	<b>\$ 684,114</b>	<b>\$ 109,566</b>	<b>\$ 793,680</b>	

**Other Services**

The Hantsport Food Bank is a service that was supported by the former Town of Hantsport, through agreements and motions of Town Council. West Hants Regional Municipality retains ownership of the food bank building and costs associated with maintenance and repairs must continue to be funded. See **Appendix 21** for a more detailed version of the budget.

- The 2024-2025 Hantsport Food Bank estimates are reflective of an increase attributed to building maintenance, utility costs, and cleaning costs.
- Windsor Food Bank operational funding as per Council motion has been added to the budget.

	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Windsor Food Bank Funding	\$ -	\$ -	\$ 44,400	#DIV/0!
Hantsport Food Bank Building	\$ 7,610	\$ 6,490	\$ 7,690	18.5%
<b>Subtotal</b>	<b>\$ 7,610</b>	<b>\$ 6,490</b>	<b>\$ 52,090</b>	<b>702.6%</b>

## Department of Administration and Governance Budgets

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### Overview

The Chief Administrative Officer (CAO) is responsible for the overall management and delivery of Municipal services as set out by Council. The CAO is responsible for the establishment of departments and positions within the Municipality. The CAO has direct responsibility and oversight of the Office of Administration, Dangerous and Unsightly Matters, Council Support, General Grants, Emergency Management Office (EMO), Police, Fire and Emergency Services and Marketing and Communication.

The role of the Chief Administrative Officer is to provide advice to Council and carry out the strategic directives of Council.

### **Staffing Levels within the CAO Budget: 4** (one new addition for 2024-25)

CAO (1)

Municipal Operations Supervisor and Emergency Management Coordinator (1)

Executive Assistant (1)

HR Specialist (1)

### **Council Structure: 11 Electoral Districts** – No changes in the number of Councilors

Mayor (1)

Deputy Mayor (1)

Councilors (10)

### Council Support

Administrative support is provided to Council for various committee meetings. Support provided includes scheduling and attending meetings, preparing agendas, recording, taking, and transcribing minutes and drafting correspondence for the Mayor and CAO.

### Executive Assistant

The Executive Assistant is responsible for the custody and maintenance of the Municipality's official records and history, coordinating the conduct of Council meetings and elections, oversight and safekeeping of all Council and administrative policies, by-laws, resolutions and agreements or contracts. The Executive Assistant also acts as the Returning Officer for special and regular elections.

### Department of Administration and Governance Budget Highlights

See **Appendix 10** for detailed and complete versions of the budget provided below.

- Professional Services have decreased, as other Departments have their own legal services in 2024-25.
- Meeting and Committee related expenses have increased in Other Legislative Expenses, along with the new Council orientation training.
- Legislative changes in remuneration for the new Council.

**West Hants Regional Municipality  
Department of Administration and Governance  
2024-2025**

EXPENSES	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
<b>Legislation</b>			
Mayor	\$ 61,700	\$ 64,763	5.0%
Council	\$ 365,200	\$ 389,139	6.6%
Other Legislative Expenses	\$ 29,000	\$ 48,500	67.2%
<b>Total Legislation</b>	<b>\$ 455,900</b>	<b>\$ 502,402</b>	<b>10.2%</b>
<b>Administration</b>			
Salaries	\$ 422,200	\$ 511,590	21.2%
Mileage	\$ 2,500	\$ 4,500	80.0%
Training & Development	\$ 13,000	\$ 15,300	17.7%
Professional Services	\$ 70,000	\$ 50,000	-28.6%
<b>Total Office of the CAO</b>	<b>\$ 507,700</b>	<b>\$ 581,390</b>	<b>14.5%</b>

**Area Rates (West Hants)**

- The projected costs for the former Clerk/Treasurer pension.

**Area Rates (Windsor)**

- The projected costs for the former Clerk/Treasurer pension increased by cost of living of 2.8%, required by pension agreement.

<b>West Hants Area Rate</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Former CAO Pension	\$ 16,050	\$ 16,050	0.0%
<b>Total West Hants Exp</b>	<b>\$ 16,050</b>	<b>\$ 16,050</b>	<b>0.0%</b>

<b>Hantsport Area Rate</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Former CAO Pension	\$ 18,020	\$ -	-100.0%
<b>Total Hantsport Exp</b>	<b>\$ 18,020</b>	<b>\$ -</b>	<b>-100.0%</b>

<b>Windsor Area Rate</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Former CAO Pension	\$ 47,938	\$ 48,750	1.7%
<b>Total Windsor Exp</b>	<b>\$ 47,938</b>	<b>\$ 48,750</b>	<b>1.7%</b>

### Emergency Measures Organization

The Protective Services Coordinator, reporting to the CAO, is responsible for developing and maintaining overall emergency management plans for the Municipality; assisting municipal departments and non-government agencies and volunteers to develop plans and procedures which complement the EMO plan; and to ensure all equipment is fully functional and ready for use.

### EMO Budgets Highlights

See **Appendix 11** for detailed and complete versions of the budget provided below.

- Salary and benefits have increased this year due to cost of living and benefit changes. Salary allocations vary from year to year based on where the work is anticipated.
- Public communication, branding and advertising have increased the Operations.

#### West Hants Regional Municipality EMO Budget Summary 2024-25

<b>EXPENSES</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Staff Salaries & Benefits	\$ 13,940	\$ 40,982	194.0%
Equipment Purchase and Operation	\$ 30,380	\$ 48,322	59.1%
<b>Total Expenses</b>	<b>\$ 44,320</b>	<b>\$ 89,304</b>	<b>101.5%</b>

## Financial Services Budgets

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### Overview

Financial Services is made up of 12 employees who are responsible for the overall management and direction of Municipal financial affairs. This includes over \$33 million in operational revenues and \$26 million in budgeted capital costs. Financial Services coordinates the preparation of budgets, financial analysis, annual reporting and audit, and the day-to-day transactions of the Municipality. In addition, Financial Services oversees the finances of the Municipal Water Utilities, with a combined operational budget of \$4.4 million.

Information Technology (IT) is a general administrative service made up of one (1) employee and one (1) consultant. IT is responsible for the maintenance, implementation, and purchasing of IT needs for Municipal operations.

In 2024-25 Financial Services will continue its efforts to improve organizational effectiveness, through advanced mentorship for the whole department. Along with IT, Financial Services will be establishing new procedures regarding internal payables and work on combining financial policies and by-laws. In partnership with Public Works, Financial Services will be finalizing the consolidation of Utilities, following the May 2024 UARB Hearing.

IT will continue to streamline municipal functions through the added use of cloud software. IT will continue increasing cybersecurity awareness and introduce additional measures to increase network security.

### 2024-25 Proposed Budgets

Budget summaries are provided below. See **Appendices 13-14** for detailed and complete versions of the budgets.

### Financial Services Budget Highlights

- Staff Development has increased this year, reflective of a year with full staff compliment.
- Salary and benefits have increased this year due to cost of living and benefit changes.
- Audit costs increased in 2024-25 based on the contracted annual increase agreed to in the 5-year contract with Kent & Duffett.

**West Hants Regional Municipality  
Financial Services Budget Summary  
2024-2025**

<b>EXPENSES</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salaries	\$ 946,100	\$ 1,037,133	9.6%
Mileage	\$ 3,000	\$ 2,600	-13.3%
Training & Development	\$ 10,500	\$ 16,000	52.4%
Audit	\$ 30,460	\$ 31,600	3.7%
Financial Services Charges	\$ 30,100	\$ 32,100	6.6%
Other	\$ 500	\$ 250	-50.0%
<b>Total Finance Department</b>	<b>\$ 1,020,660</b>	<b>\$ 1,119,683</b>	<b>9.7%</b>

**Taxation**

Costs associated with tax reductions provided for under various Municipal policies and by-laws.

- The change in taxation is reflective of actuals in 2023-24, and the changes to the Property Tax Assistance Policy.
- Uncollectible Taxes are rarely used but required in some circumstances with Council approval.

**West Hants Regional Municipality  
Tax Budget Summary  
2024-2025**

<b>EXPENSES</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Taxation	\$ 185,340	\$ 269,818	45.6%
<b>Total Tax</b>	<b>\$ 185,340</b>	<b>\$ 269,818</b>	<b>45.6%</b>

	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Uncollectible Taxes	\$ 5,000	\$ 5,000	0.0%
<i>Total</i>	<i>\$ 5,000</i>	<i>\$ 5,000</i>	<i>0.0%</i>

**Other General Administration Services**

Other General Administration Services is comprised of several administrative services that are required to run the Municipality.

- Office Administration is made up of office supplies, postage, secure shredding, printing services, and other office related supplies.
- Other is made up of staff appreciation, Occupational Health and Safety committee, other staff committees, and other general services (geotechnical, land surveys, and accessibility programming). This line has been increased with the addition of a land matters professional services account.

- Two new rebates have been proposed in the 2024-25 operating budget for Sewer and Bulk Water Customers.
- Additional resources have been added to support the wellness program and increase in employee training.
- Assessment services provided by PVSC have increased by \$6,652 over last year.
- Insurance has increased with a projection from our insurer of 22.8%.

**West Hants Regional Municipality  
Other General Admin Budget Summary  
2024-2025**

<b>EXPENSES</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Office Administration	\$ 120,335	\$ 122,811	2.1%
IT Operations	\$ 452,620	\$ 513,431	13.4%
Election	\$ 1,500	\$ 188,194	12446.3%
Insurance	\$ 242,900	\$ 298,184	22.8%
PVSC Charge	\$ 332,421	\$ 339,073	2.0%
Communications	\$ 41,695	\$ 36,521	-12.4%
Rebates	\$ -	\$ 40,000	#DIV/0!
Other	\$ 39,000	\$ 73,500	88.5%
<b>Total General Admin</b>	<b>\$ 1,230,471</b>	<b>\$ 1,611,713</b>	<b>31.0%</b>

## Planning and Development Department Budget

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### Overview

The Planning and Development Department is responsible for:

- administering land use, heritage, and building by-laws and regulations approved by Council and administering or enforcing other by-laws as directed by Council;
- helping Council develop and change land use and heritage policies and regulations;
- creating maps and mapped information for all departments; and
- projects in relation to the Climate Action Plan Committee.

The first land use regulations were in place in Windsor and a portion of West Hants in 1976; by 1994 regulations were in place throughout both Municipal units.

Development permits issued by the Development Officer are for “as-of-right” development: development Council has identified in the Land Use By-laws as permitted. On occasion there are matters which Council did not consider in the documents and owners may apply for an amendment to one of the Municipal Planning Strategies and/or the Land Use By-laws to accommodate a requested change. This must then be considered by planning staff, the Planning and Heritage Advisory Committee (PAC/HAC) and Council using the Public Participation Program Policy. This process is also used when Council considers a development agreement for a specific use.

The Planning and Development Department is also responsible for the Civic Addressing By-law (2020) and the Heritage Property By-law (2022). Provision within this budget is again made for the application of the Heritage Grant fund to cover all municipally registered heritage properties.

The Department also responds to all applications and inquiries, updates material on the website, and provides support to the Emergency Measures Organization (EMO), the Climate Action Committee and the three watershed committees.

### 2024-25 Proposed Budget

The budget estimate includes funds for development contingencies to ensure enough funding is available for unanticipated items such as costs associated with the planning document review and major development applications. Large-scale and complex developments can have a substantial impact on the department budget, necessitating legal opinions, increased staff time or consulting expertise. Budget summaries are provided below. See **Appendix 15** for a detailed and complete version of the budget.

Revenue generated by the Planning and Development Department through application fees for development permits and building permits and development agreements, document amendments and plans of subdivision goes into general revenue. Although this revenue does not show up in the Planning and Development Department budget, it does help offset expenditures.

**Planning and Development Budget Highlights**

- Salary and benefits have increased this year due to changes in benefits and cost of living, as well as a term planner position to assist with the Housing Action Plan funded by the Housing Accelerator Funding.
- The professional services budget has increased as applications are becoming more complex and often require legal review.
- The addition of a budget for the MPS/LUB review to accommodate public engagement sessions that staff will attend, funded through consolidation.

**West Hants Regional Municipality  
Planning and Development Budget Summary  
2024-25**

EXPENSES	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Salary & Benefits	\$ 791,900	\$ 947,130	19.6%
Mileage	\$ 1,000	\$ 1,500	50.0%
Staff Development	\$ 12,000	\$ 14,730	22.8%
Administration	\$ 28,500	\$ 38,675	35.7%
Professional Services	\$ 8,800	\$ 48,000	445.5%
Dev Contingency/HAAC/HGP	\$ 1,000	\$ 1,000	0.0%
<b>Total Dev Services Expenses</b>	<b>\$ 843,200</b>	<b>\$ 1,051,035</b>	<b>24.6%</b>

**Building Inspection**

The Building Code Act By-law (2020) requires permits be obtained for anything specified in the Nova Scotia Building Code (NSBC) Regulations with additional specific local regulations. For each building permit issued, inspections and re-inspections must be carried out to ensure construction meets the requirements of the NSBC.

The *System of Municipal Fire Inspections Policy* (2020) also requires inspections of specific types of buildings on a schedule established in the Policy. See **Appendix 15** for a more detailed version of the budget.

**Building Inspection Budget Highlights**

- Salary and benefits have increased this year due to the cost of living.

- Staff Development has increased this year, as staff members are now able to, and required to, attend training and conferences that have been cancelled in the past number of years.
- The fleet lease budget has increased due to the 2021 electric vehicle that has been ordered and is anticipated to arrive in 2024.

**West Hants Regional Municipality  
Building Inspection Budget Summary  
2024-25**

<b>EXPENSES</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salary & Benefits	\$ 380,800	\$ 408,499	7.3%
Mileage	\$ 2,550	\$ 1,000	-60.8%
Staff Development	\$ 15,600	\$ 16,300	4.5%
Administration	\$ 14,280	\$ 14,320	0.3%
Fleet Costs	\$ 20,700	\$ 20,230	-2.3%
<b>Total Building Inspection Expenses</b>	<b>\$ 433,930</b>	<b>\$ 460,349</b>	<b>6.1%</b>

**By-Law Enforcement and Dangerous and Unsightly**

By-law Enforcement Officers respond to by-law complaints not related to planning and building by-laws, including those made under the Dog By-law, Illegal Dumping, Dangerous or Unsightly complaints, parking and any others directed by the Regional Council. See **Appendix 12** for a more detailed version of the budget.

**By-Law Budgets Highlights**

- Salary and benefits have increased this year due to the cost of living.
- A legal budget has been added to reflect the legal fees associated with By-law Enforcement work, increasing administration. This was previously coded to the CAO's office.
- Protective Services increased due to the Prosecuting Attorney fees from the Nova Scotia Public Prosecution Services.

**West Hants Regional Municipality  
By-Law Budget Summary  
2024-25**

<b>EXPENSES</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salary & Benefits	\$ 149,300	\$ 164,559	10.2%
Mileage & Fleet	\$ 16,500	\$ 16,500	0.0%
Staff Development	\$ 3,400	\$ 4,300	26.5%
Administration	\$ 8,410	\$ 18,522	120.2%
Protective Services	\$ 9,500	\$ 15,500	63.2%
<b>Total Expenses</b>	<b>\$ 187,110</b>	<b>\$ 219,381</b>	<b>17.2%</b>

**Climate Action Committee**

The Climate Action Committee is the responsibility of the Planning and Development Department. A full time Climate Action Coordinator was hired in June of 2023. The role of the Climate Action Coordinator is to implement the actions within the Greenhouse Gas (GHG) Emission Local Action Plan and Climate Action Committee workplan and measure and report progress towards WHRM climate targets of 45% by 2030. See Appendix 15 for a more detailed version of the budget.

**Climate Action Committee Budgets Highlights**

- Budget for Climate Action Committee workplan which allows the Climate Action Coordinator to leverage external funding sources for workplan items.
- The Home Flood Protection Pilot Program has been discussed at Council and allocation was included in the operating budget pending the direction taken. Funded through a transfer from the WHRM Operating Reserve.

**West Hants Regional Municipality  
Climate Action Committee Budget Summary  
2024-25**

<b>EXPENSES</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salary & Benefits	\$ 71,700	\$ 79,661	11.1%
Staff Development	\$ 1,500	\$ 1,500	0.0%
Administration	\$ 2,100	\$ 1,170	-44.3%
Flood Program	\$ -	\$ 400,000	#DIV/0!
MCCAP Workplan	\$ 30,000	\$ 30,000	0.0%
<b>Total Expenses</b>	<b>\$ 105,300</b>	<b>\$ 512,331</b>	<b>386.5%</b>

### Overview

The West Hants Regional Municipality Community Development Department is comprised of 13 full-time, three seasonal, and two casual staff. In 2023, John Sweet a 39-year employee retired. We wish John a long and healthy retirement.

During the past twelve months, upwards of 30 youth were hired to assist in the delivery of this department's programs.

### Recreation Programs

The Department continues to be dedicated to creating welcoming and safe environments where everyone can participate in a wide range of recreation opportunities regardless of age, ability, background, and economic status. Our programming goal is to take a Community Development approach to recreation programs and therefore we work with citizens, neighbors, and community partners to create "on-ramp" opportunities. These "on-ramp" programs and opportunities give community members the confidence and knowledge to participate in activities, either on their own or with the community organizations and businesses. A great example of this is our new partnership with Limitless NS, who will provide more inclusive programming on our behalf (called '*Limitless West Hants*').

To assist with our goal, in 2023 Council voted to subsize structured dry-land recreation programs for West Hants residents by 75%. This decision allowed us to reduce registration fees to 25% of the total cost of those programs – these reduced rates were very well received by the community. For example, with \$35/week summer camps, our camps were full for the first year since COVID. We limited registration to two weeks/child to ensure equitable access to camp experiences. With Council's support, we plan to continue this reduced rate service and equitable access focus.

In 2023 the department provided direct structured programming to over 1400 people through summer camps, workshops, swim lessons, and recreation programs such as Stroller Fit, Fit for Life, etc. There were 7440 visits to the Hants Aquatic Centre for public swims, aquafit, lane swim, etc. The department also hosts regular unstructured activity opportunities such as free turf time and public skating. These opportunities are loved by the community and are our most popular 'programs.' During the summer months of 2023, we also had community events run by our Summer of Fun student which included Community Socials throughout West Hants. These Community Socials had a free BBQ, yard games and music.

The Department also hosts annual community events such as the Easter Egg Hunt and Halloween Scavenger Hunt which saw approximately 300 people attend each event. We also hosted Winter Carnival events (free turf time, bouncy castles, free skates etc.) that were primarily held at the West Hants Sports Complex and welcomed over 1200 people over the duration of Winter Carnival.

This fiscal year was the first year that King's-Edgehill School allowed community rentals since the COVID-19 lockdowns. This late decision (which came after the budget was set) allowed us to offer two sessions of swimming lessons and two sessions of daytime aquafit. We are currently working with King's-Edgehill to build a strong relationship for 2024/25 and have more hours available for community use in the Fall, Winter, and Spring.

We advertise two recreation seasons/year: Winter/Spring and Summer/Fall. Advertisement of programs, services, and facilities happens through a branded recreation brochure (paper copies circulated through schools, facilities and community partners, and an online flipbook version is posted on our website and circulated on social media). We also operate a very active Facebook page "West Hants Parks & Rec".

Our department also administers the West Hants Inspire Fund. In 2023, Council committed \$20,000 to this fund which allows community members who struggle with registration fees, to access recreation opportunities in West Hants. The popularity of this low-barrier program continues to grow. Within the first nine months of this program, \$5,633.75 was granted to approved applications. These funds are paid directly to the local business, sport organization or recreation program.

We also have a popular Free Equipment Loan Program which includes GPS units, recreational kayaks, paddle boards, snowshoes, traction straps, polar skis, a canoe, adult trikes, hippocampes, Nordic walking poles, skates and helmets and cross-country skis.

### **Recreation Facilities**

Jointly, staff were responsible for the ongoing maintenance of 38 municipal recreation parks, two active cemeteries, two non-active cemeteries and various other municipally owned properties.

Over the past year several projects were completed in our parks and recreation facilities including:

- Old Parish Cemetery – The North and South End Stone Wall restoration project was completed. In consultation with the West Hants Historical Society, we began the multi-

year headstone restoration project. In the fall of 2023, there were 42 headstones straightened and cleaned and another 78 headstones cleaned.

- Riverbank Cemetery – a new storage building was completed.
- Maplewood Cemetery – building upgrades were completed to both buildings (siding, doors and windows, etc.).
- Victoria Park – park upgrades continued with the addition of new flower beds and trees.
- Windsor Community Centre – The facility sustained substantial damage because of flooding in July which caused the space to be closed for the balance of the year to allow for restoration work to occur which impacted the use of the building. The exterior LED display sign project was tendered.
- Tremain Crescent – In cooperation with the West Hants Coyotes Ball Association, work completed included fencing upgrades, new netting and the installation of new poles for netting.
- Fleet & Equipment – a new truck to support Parks & Grounds work was purchased, as well as the leasing of a new zero turn mower. A side-by-side all-terrain vehicle was purchased to support trail and park work.
- Elmcroft Park – drainage work to support water runoff and overland flooding was completed. Staff continue to work on space design and concept planning.
- Shamrock Field – upgrades were completed to the dugouts and public announcer’s building.
- Rail Corridor – the Little River Bridge assessment and design work was awarded. Trail work was completed, however, the July flooding impacted much of the trail.
- West Hants Sports Complex - This facility continues to be a hub of activity with public skating, hockey, running, walking, baseball, soccer, as well as play programs being available to the community. Projects completed within the facility include upgrades to the interior space, including a tribute to Glooscap First Nations, acoustics upgrade and activity stations being installed. A new EV Ice Resurfacer was also purchased. Staff continue to work on exterior betterments that will include planters, benches, picnic tables and flag/banner pole installation.

Capital projects that were not completed for various reasons including environmental issues, lack of funding, lack of staff or contractor resources or lack of community/business partnerships or support include Hobarts Beach viewing and green space area, Highway signage, Rail Corridor Improvements, Windsor Coach House, Community of Hantsport Mural and the West Hants Sports Complex LED Display Signage.

A Beautification & Streetscaping grant was approved which enhanced our ability to support exterior betterments to the West Hants Sports Complex.

### **Community Economic Development**

The Visitor Information/Welcome Centre was open from mid-May through to October with grant funding secured through the Tourism Association of Nova Scotia. Other funding sources were sought through Canada Summer Jobs and NS Community Services. Staff build regional databases of local attractions and accommodations to be used for annual tourism promotion.

Community Economic Development staff continued to work cooperatively with other departments to attract and assist new businesses in the community and to promote our communities as a welcoming tourist destination. Staff also work closely with other departments with respect to inquiries for land development and sales.

The Department supported the provision of community programs, services and special events and worked to promote the region. Staff promoted the region at the Saltscapes Expo and included local musicians and artisans. The Garlic Fest event was held in September in partnership with Makers Studio in Windsor and welcomed thousands of people to the community for this one-day event. Various parades and community activities were also supported including the Pride Parade, AV Prom, Christmas festivities in Hantsport and Windsor.

The Inspire West Hants Facebook page which was launched in 2022 continues to share all the wonderful things that happen in West Hants while supporting community ideas for the future. Under the Inspire West Hants umbrella of projects, the Inspiring Business Program was launched in late 2023. In 2024 we will see local businesses who support and contribute to our community, promoted through this program. Staff are also supporting the implementation of the West Hants Welcome Network here, as it launches in 2024. This network will see the formation of a community led volunteer group (known as West Hants Ambassadors) who welcome newcomers and help them fall in love with West Hants.

Staff supported physician recruitment and Screen NS tours. Staff also support internal and external committees and groups such as MCCAP, Active Transportation, Communications, Hants Community Health, Windsor Township, Avon Chamber of Commerce, EMO, Special Events, West Hants Senior Games, Family Resource Centre and Schools Plus.

The annual volunteer awards event was held at the Brooklyn Civic Centre in September and we recognized 33 volunteers including the Matthew 25 & Windsor District Food Bank Board and

many youth volunteers. The Provincial Representative Volunteer for the region was Domenic Padula and the Community Business Appreciation Award recipient was O’Leary’s Enviro Depot.

Banner Program Partnerships – the Department continues to partner with the Windsor Legion and the Hantsport Historical Society with the banners installed in each community.

### Grants and Contributions

In 2023/24, community groups and organizations were supported through Grants and Contributions by way of direct financial support or in-kind contributions and when combined, totaled approximately \$783,846.15.

### **2024-2025 Proposed Budgets**

Budget summaries are provided below. See **Appendix 16** for a more detailed version of the budget.

### **Community Development Budget Highlights**

- Grants and Contributions Policy RCOFN-012.00, *“The total of the amounts paid for grants in a fiscal years’ operating budget will not normally exceed one- and one-half percent (1.5%) of the taxes for general municipal purposes levied by the municipality. Groups can also make application under the Grants and Contributions program for Recreation Facility Capital Investment Project Grants for up to 50% to a maximum of \$50,000.”*
- A proposed lease for an additional mower is attributed to the increase in Parks and Grounds.
- Salary and benefits are included in the Parks and Grounds budget to support staff costs. With this increase we expect improvements to community beautification, service levels, and standard of care.
- The continuation of the *Inspire West Hants Fund* which will provide financial assistance to community members living in the West Hants Regional Municipality who, due to lack of funds, are not able to participate in recreation opportunities.
- Proposed second year of funding to the Downtown Development Societies to support a dedicated staff position in Windsor and Hantsport, under Community Economic Development.
- A longer ice season is a contributing factor to the increase in the Sports Complex; however, it has offsetting revenues.
- Increase in operational costs associated with advertising, branding and communications.
- Increase in operational costs associated with festivals and community events.

- All facilities are seeing increases in operation expenses associated with increasing utility and insurance costs.
- Two multi-year grants are proposed for GFL Newport District Rink Commission (four years), and Landmark East School (five years), amounting to \$155,000 annually.

**West Hants Regional Municipality  
Community Development Budget Summary  
2024-25**

<b>General Rate Revenue</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Recreation Programs	\$ 142,875	\$ 159,091	11.3%
Swimming Pool	\$ 76,500	\$ 78,995	3.3%
Parks & Grounds	\$ 9,000	\$ 8,000	-11.1%
Community Centre (Windsor)	\$ 35,500	\$ 35,500	0.0%
Community Centre (Brooklyn)	\$ -	\$ -	#DIV/0!
Sports Complex	\$ 557,970	\$ 437,200	-21.6%
Welcome Centre	\$ 5,000	\$ 8,628	72.6%
Community Economic Development	\$ 12,000	\$ 12,000	0.0%
<i>Total General Rate Revenue</i>	<i>\$ 838,845</i>	<i>\$ 739,414</i>	<i>-11.9%</i>

<b>HMCC Area Rate Revenue</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
HMCC	\$ 100,735	\$ 106,522	5.7%
<i>Total HMCC Area Rate Revenue</i>	<i>\$ 100,735</i>	<i>\$ 106,522</i>	<i>5.7%</i>
<b>Total Revenue</b>	<b>\$ 939,580</b>	<b>\$ 845,936</b>	<b>-10.0%</b>

<b>General Rate Expenses</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Recreation Administration	\$ 373,450	\$ 399,617	7.0%
Recreation Programs	\$ 469,200	\$ 496,196	5.8%
Parks & Grounds	\$ 480,989	\$ 656,278	36.4%
Swimming Pool	\$ 168,370	\$ 208,921	24.1%
Community Centre (Windsor)	\$ 181,640	\$ 223,799	23.2%
Community Centre (Brooklyn)	\$ 13,800	\$ 20,500	48.6%
Sports Complex	\$ 621,650	\$ 716,905	15.3%
Welcome Centre	\$ 37,100	\$ 33,868	-8.7%
Community Economic Development	\$ 367,550	\$ 420,489	14.4%
Grants	\$ 123,000	\$ 291,500	137.0%
<i>Total General Rate Expenses</i>	<i>\$ 2,836,750</i>	<i>\$ 3,468,072</i>	<i>22.3%</i>

<b>HMCC Expenses</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
HMCC - Grant	\$ 69,800	\$ 35,000	-49.9%
<i>Total HMCC Area Rate Expenses</i>	<i>\$ 69,800</i>	<i>\$ 35,000</i>	<i>-49.9%</i>

<b>HMCC Area Rate Expenses</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
HMCC - Area Rate	\$ 65,935	\$ 106,522	61.6%
<i>Total HMCC Area Rate Expenses</i>	<i>\$ 65,935</i>	<i>\$ 106,522</i>	<i>61.6%</i>
<b>Total Expenses</b>	<b>\$ 2,972,484</b>	<b>\$ 3,609,595</b>	<b>21.4%</b>

### Cemetery Budget Highlights – Area Rate

The Riverbank Cemetery in Hantsport receives supplemental funding through the Hantsport area rate. The Maplewood Cemetery in Windsor receives supplemental funding through the Windsor area rate. These funds are used to provide maintenance and upkeep services for the cemetery. Operational budget items include one cemetery services coordinator to manage lots and complete ground maintenance. Seasonal summer staff are also hired to assist with ground maintenance in both cemeteries.

### Burial Information April 1, 2023 – January 11, 2024

<b>Maplewood Cemetery</b>	
2023/2024	40 Burials (7 Full, 33 Cremations)
Total lots sold in 2023/2024	5 Full Lots 3 Half Lots (Cremation)
<b>Riverbank Cemetery</b>	
2023/2024	20 Burials (3 Full, 17 Cremations)
Total lots sold in 2023/2024	5 Full Lots 2 Half lot (Cremation)

Approximate number of lots remaining in each cemetery:

<b>Riverbank Cemetery</b>	<b># of Lots Remaining</b>	<b>Remaining land suitable for burials</b>
Full burial plots 4' x 10' (surveyed)	162	2.3 acres of 4.6 acres of land is considered suitable.
Half plots (cremation) 3'x4.5' (surveyed)	343	
<b>Maplewood Cemetery</b>	<b># of Lots Remaining</b>	<b>Remaining land suitable for burials</b>
Full Burial Plots 3'x9'	3	5.31 acres of land is undeveloped and suitable for burials.
Full Burial Plots 4'x10' (surveyed)	217	
Half Plots (cremation) 3'x4.5'	20	

### Riverbank Cemetery Budget Highlights

- Operational budget items include one caretaker to manage lots and seasonal worker for grounds maintenance.
- Increase in operation expenses is associated with increasing utility and insurance costs.

**West Hants Regional Municipality  
Riverbank Cemetery Budget Summary  
2024-25**

<b>Revenue</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Income from Investments	\$ -	\$ -	#DIV/0!
Area Rate	\$ 31,045	\$ 28,831	-7.1%
Sale & Care of Lots	\$ 5,000	\$ 5,000	0.0%
Other	\$ -	\$ -	#DIV/0!
<b>Total Cemetery Revenue</b>	<b>\$ 36,045</b>	<b>\$ 33,831</b>	<b>-6.1%</b>

<b>Expenses</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salaries & Benefits	\$ 28,800	\$ 26,486	-8.0%
Operation Expenses	\$ 7,245	\$ 7,345	1.4%
<b>Total Cemetery Expenses</b>	<b>\$ 36,045</b>	<b>\$ 33,831</b>	<b>-6.1%</b>

**Maplewood Cemetery Budget Highlights**

- Operational budget items include one caretaker to manage lots and two summer staff to assist with grounds maintenance.
- Increase in operation expenses is associated with increasing utility and insurance costs.

**West Hants Regional Municipality  
Maplewood Cemetery Budget Summary  
2024-25**

<b>Revenue</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Income from Investments	\$ -	\$ -	0.0%
Area Rate	\$ 52,300	\$ 51,927	-0.7%
Sale & Care of Lots	\$ 6,500	\$ 6,500	0.0%
Other	\$ 20,000	\$ 20,000	0.0%
<b>Total Cemetery Revenue</b>	<b>\$ 78,800</b>	<b>\$ 78,427</b>	<b>-0.5%</b>

<b>Expenses</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salaries & Benefits	\$ 64,100	\$ 62,543	-2.4%
Operation Expenses	\$ 14,700	\$ 15,884	8.1%
<b>Total Cemetery Expenses</b>	<b>\$ 78,800</b>	<b>\$ 78,427</b>	<b>-0.5%</b>

### Overview

The Public Works Department is comprised of several departments being managed with collaboration amongst all Public Works and Utility staff encompassing distinct operations.

A high-level breakdown would consist of all streets, sidewalks, storm drainage systems, open spaces, buildings / facility maintenance, vehicle / equipment maintenance, solid waste management, including recycling and maintenance of the closed Cogmagun Landfill & septage lagoon. It also includes the wastewater management and treatment systems, pumping stations, and the network of sewage collection pipes, testing, maintenance, and repair.

The Water Utility portion is broken down into two departments. The first is the Treatment Plants and Watersheds, and the second is the associated water distribution systems. We sometimes refer to these areas as “Plants and Pipes”.

The continual challenge for the Public Works Department will be to maintain levels of services with the current level of funding while adding increased infrastructure inventory and the unprecedented peak in development and population growth. This department is motivated to meet all expectations of citizens. Based on our track record, Public Works employees are up to these on-going challenges and are committed to delivering efficient and effective services for the Region and its citizens. However, support will be needed in the form of sufficient funding, equipment, personnel, capital upgrades / investment along with training and development of our human resources to continue providing this level of public service along with future service demands.

Public Works Outside Operations is comprised of one (1) manager, three (3) supervisors, and 14 unionized employees including one mechanic. We also employ part-time help seasonally as needed to help with other tasks. There is a public works staff person on call 24/7/365 for transportation, water distribution, wastewater collection or other emergencies related to public works. The team of professionally certified, technical, and skilled staff is a very diverse and experienced group that provide essential services in support of the service areas and region. The team works well and efficiently at providing water distribution, sewer collection, including sewage lift station operation and maintenance, road maintenance, snow and ice control, fleet, equipment and building maintenance and many other services to the citizens of Windsor and West Hants.

Water and Sewage Treatment Operations are carried out by eight (8) certified operators, including one (1) electrician/maintenance tech along with two (2) managers - Manager of Water Treatment and Manager of Wastewater Treatment (including Solid Waste). These ten individuals, with assistance from our Supervisor of Water Distribution / Wastewater Collection, are also responsible for water quality control, customer service, water meter reading / repairs, source water protection / monitoring, and control of activities in the watershed.

Management functions, including project planning / design, municipal engineering and inspections, asset and records management, budgeting, and employee relations are carried out by the Director with assistance from the Manager of Public Works Operations, Capital Projects Engineer and Engineering Technologist. Our Waste Services and Safety Coordinator oversees all municipal waste management initiatives (including waste reduction programs through education and enforcement). Additional responsibilities include the oversight of waste services operations, financials, and administration for the landfill / septage lagoon and waste collection / diversion / disposal systems. These staff positions also provide coordination for Public Works Health and Safety requirements along with OMS and water meter administration.

### 2024-25 Proposed Budgets

Budget summaries are provided below. See **Appendices 17-23** for more detailed versions of the budgets.

### Roads and Streets

Operational budget items include salary for operation and maintenance staff (costs split over roads and utilities), fees to NS Public Works for maintenance, snow and ice control of roads, contracted maintenance, cost sharing for PW compound and expenses, and operational costs for streetlights.

Streets and Sidewalks - Minor repairs to the 102 lane kilometers of roadway and 30 kilometers of sidewalks are carried out in-house (shouldering, ditching, manhole, catch basin and valve box adjustments, small asphalt patching, concrete curb and sidewalk construction and pothole filling). During the 2024 construction season, it is our intention to have our Public Works crew involved in several small replacement projects in-house (side-walk improvements, catch-basin, water mains and storm water drainage work, etc.). Larger projects will continue to be tendered out to the private sector as funding permits.

Equipment Maintenance – Our in-house mechanic provides for all regular and major maintenance for all vehicles and fleet in Public Works, Water Utility, Community Development and Planning departments with assistance from outside service shops for specialized work, as

necessary. Due to much of the Region's fleet being of significant age and past the recommended service life, it is critical a dedicated preventative maintenance system is used to have the equipment operational when required along with protecting the investment. Our new Asset Management Operations Maintenance System is proving to show great value in this endeavor.

Snow Removal and Ice Control – This program is carried out by Public Works staff and equipment, for snow removal operations when and as needed hired contractors for larger snow events are used. For the past several winters, our equipment and manpower have continued to be put to the test. With the recent purchase of new equipment both large and small for snow removal operations, it has allowed us to change the way we remove snow during and after all types of snow and ice events. This has greatly improved efficiency. Staff will continue to explore ways to adjust snow removal operations and ice control within budget and staff resources. Since consolidation the regional public works department has taken on additional municipal owned road networks that were previously contracted out to private contractors. Staff have reviewed past contracts and see cost savings. This, along with having staff available to work in many other areas performing preventative maintenance and repairs between snow events allows labour costs to be distributed to other areas within our department. We continue to partner with NSPW on a “winter service road exchange” program. This is a mutual benefit to both parties and increases efficiencies. Recommended equipment purchases for the 2024/25 capital budget shows the addition of a sidewalk municipal tractor and a new plow blade for loader.

#### ***Roads and Streets Budget Highlights***

- Provincial road costs through Department of Transportation are a general rated item and the budget has an increase of 2.9%. The mandatory contribution to Provincial roads represents \$0.0106 on the general tax rate.
- Salary and benefits have increased for each area rate, this year due to cost of living and benefit changes. Salary allocations vary from year to year based on where the work is anticipated.
- Road maintenance is a general rated service.

**West Hants Regional Municipality  
Roads & Streets Budget Summary  
2024-25**

<b>General Rate REVENUE</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Street Betterment Charge	\$ 3,500	\$ 3,500	0.0%
<b>Total Revenue</b>	<b>\$ 3,500</b>	<b>\$ 3,500</b>	<b>0.0%</b>

<b>EXPENSES</b>			
Salary & Benefits	\$ 281,900	\$ 283,788	0.7%
Training & Development	\$ 6,100	\$ 11,100	82.0%
Administration	\$ 69,070	\$ 72,566	5.1%
Vehicle Costs	\$ 28,000	\$ 30,000	7.1%
Equipment Costs	\$ 109,000	\$ 101,000	-7.3%
DOT	\$ 210,882	\$ 217,037	2.9%
Street Maintenance	\$ 1,000	\$ 600	-40.0%
<i>Total General Expenses</i>	<i>\$ 705,952</i>	<i>\$ 716,091</i>	<i>1.4%</i>

<b>West Hants Community EXPENSES</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salary & Benefits	\$ 50,100	\$ 50,467	0.7%
Snow & Ice Control	\$ 35,000	\$ 30,000	-14.3%
Street / Storm / Sidewalk Maintenance	\$ 62,250	\$ 55,000	-11.6%
Snow Equipment Maintenance	\$ 10,000	\$ 10,000	0.0%
Roads - Materials	\$ 15,000	\$ 10,000	-33.3%
PW Cost Distribution	\$ 40,000	\$ 13,170	-67.1%
<i>Total West Hants Expenses</i>	<i>\$ 212,350</i>	<i>\$ 168,637</i>	<i>-20.6%</i>

<b>Hantsport Community EXPENSES</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salary & Benefits	\$ 67,200	\$ 70,579	5.0%
Snow & Ice Control	\$ 35,000	\$ 30,000	-14.3%
Street Maintenance	\$ 40,000	\$ 30,000	-25.0%
Sidewalk Maintenance	\$ 6,000	\$ 6,000	0.0%
Snow Equipment Maintenance	\$ 12,000	\$ 12,000	0.0%
PW Cost Distribution	\$ 30,000	\$ 15,357	-48.8%
Traffic/Street Lights	\$ 26,500	\$ 30,000	13.2%
<i>Total Hantsport Expenses</i>	<i>\$ 216,700</i>	<i>\$ 193,936</i>	<i>-10.5%</i>

<b>Windsor Community EXPENSES</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salary & Benefits	\$ 176,300	\$ 178,264	1.1%
Snow & Ice Control	\$ 52,000	\$ 52,000	0.0%
Street Maintenance	\$ 150,000	\$ 150,000	0.0%
Sidewalk Maintenance	\$ 30,000	\$ 30,000	0.0%
Snow Equipment Maintenance	\$ 30,000	\$ 30,000	0.0%
PW Cost Distribution	\$ 30,000	\$ 34,943	16.5%
Parking Lot Lease	\$ 7,000	\$ 7,000	0.0%
Tree Removals & Planting	\$ 2,000	\$ 2,000	0.0%
Traffic/Street Lights	\$ 47,000	\$ 48,000	2.1%
<i>Total Windsor Expenses</i>	<i>\$ 524,300</i>	<i>\$ 532,207</i>	<i>1.5%</i>
<b>Total Expenses</b>	<b>\$ 1,659,302</b>	<b>\$ 1,610,872</b>	<b>-2.9%</b>

## Waste Collection and Disposal

Both solid waste collection and landfill services are contracted out. The Public Works Department administers these contracts. The GFL and Regroup contracts for Windsor and West Hants for Solid Waste Collection of our three streams (Garbage, Organics and Recycle) have been extended to April 2025. Staff plan to align the solid waste by-laws along with single region multi-year collection contract in 2025. The garbage portion collected within the Region is hauled to the GFL Environmental West Hants Landfill in Cogmagun for landfilling. The Region has an agreement with GFL to accept leachate from the landfill in return for reduced tipping fees. This has mutual benefits for both parties.

Operational budget items include one full-time waste coordinator staff (costs split between waste collection, waste diversion and landfill), annual waste collection costs for recyclables and organics processing, recyclable, organics, and garbage tipping fees, advertising and illegal site cleanup.

### Waste Collection and Disposal Budget Highlights

- Waste collection and disposal is an area rated cost.
- Processing fees are anticipated to increase in both areas based on contract extension agreements.
- Salary allocations vary from year to year based on where the work is anticipated.

#### West Hants Regional Municipality Waste Collection and Disposal Budget Summary 2024-25

West Hants Rate EXPENSES	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Recycling & Refuse Collection	\$ 777,332	\$ 809,000	4.1%
Recyclables Processing	\$ 85,926	\$ 86,000	0.1%
Organics Processing	\$ 122,500	\$ 148,000	20.8%
Landfill Tipping Fees	\$ 97,375	\$ 100,000	2.7%
Salary & Benefits	\$ 46,900	\$ 49,734	6.0%
Administration	\$ 7,900	\$ 8,630	9.2%
<i>Total West Hants Expenses</i>	\$ 1,137,933	\$ 1,201,364	5.6%

Windsor Area Rate EXPENSES	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Recycling & Refuse Collection	\$ 85,900	\$ 94,400	9.9%
Organics Processing	\$ 117,600	\$ 127,500	8.4%
Landfill Tipping Fees	\$ 59,400	\$ 75,000	26.3%
Salary & Benefits	\$ 47,800	\$ 50,354	5.3%
Administration	\$ 5,150	\$ 5,400	4.9%
<i>Total Windsor Expenses</i>	\$ 315,850	\$ 352,654	11.7%

<b>Total Expenses</b>	<b>\$ 1,453,783</b>	<b>\$ 1,554,018</b>	<b>6.9%</b>
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### Municipal Landfill (closed)

The first generation Cogmagun Landfill was opened in 1983 and closed in 2005. After 2006, all landfills in the province were required to meet second generation standards. Public Works is responsible to ensure compliance with the approval through Nova Scotia Environment. Environmental monitoring is contracted to Fracflow Environmental Consultants. Ongoing and long-term maintenance activities are administered by Public Works using contractors or municipal staff.

Operational budget items include one full-time (part salary) waste coordinator staff (costs split between waste collection, waste diversion and landfill), monitoring/sampling program and ongoing landfill site maintenance.

The new landfill facility currently in operation is owned and operated by GFL Environmental under a Public Private Partnership with West Hants. The Municipality benefits from receiving host fees which are associated with the gross tipping fees and additionally the Municipality receives a reduced rate on tipping fees for municipal waste. The host fee revenue is recorded under non-departmental revenues.

### Landfill Budget Highlights

- The landfill does not impact the general tax rate.

#### West Hants Regional Municipality Landfill Budget Summary 2024-25

<b>REVENUE</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Transfer From ARO Reserve	\$ 53,860	\$ 53,883	0.0%
<b>Total Revenue</b>	<b>\$ 53,860</b>	<b>\$ 53,883</b>	<b>0.0%</b>
<b>EXPENSES</b>			
Salary & Benefits	\$ 5,060	\$ 5,358	5.9%
Administration	\$ 6,300	\$ 7,025	11.5%
Site Maintenance	\$ 15,000	\$ 14,000	-6.7%
Landfill Sampling	\$ 27,500	\$ 27,500	0.0%
<b>Total Expenses</b>	<b>\$ 53,860</b>	<b>\$ 53,883</b>	<b>0.0%</b>

## Waste Diversion

Collection and Processing of organics and blue bag recyclables are contracted out. The recycle material is collected and hauled to Scotia Recycling. Green cart organic material is collected and hauled to Northridge Farms in Aylesford for processing.

Operational budget items include one full-time (part salary) waste coordinator staff (costs split between waste collection, waste diversion and landfill), publications (waste collection calendars), recycling projects, curbside enforcement, educational programs, annual replacement or additional waste sorting stations, mileage and expenses associated with these programs.

### Waste Diversion Budget Highlights

- Funds received from Region 6 Solid Waste Management (Diversion Credits) offset waste diversion expenses leaving zero impact on the tax rate.
- Salary and benefits have increased this year due to changes in benefits and cost of living.

### West Hants Regional Municipality Waste Diversion Budget Summary 2024-25

REVENUE	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Transfer of Diversion Credits	\$ 75,700	\$ 78,647	3.9%
<b>Total Revenue</b>	<b>\$ 75,700</b>	<b>\$ 78,647</b>	<b>3.9%</b>
<b>EXPENSES</b>			
Salary & Benefits	\$ 68,300	\$ 70,847	3.7%
Mileage & Expenses	\$ 1,800	\$ 2,800	55.6%
Administration	\$ 5,100	\$ 5,000	-2.0%
Projects & Programs	\$ 500	\$ -	-100.0%
<b>Total Expenses</b>	<b>\$ 75,700</b>	<b>\$ 78,647</b>	<b>3.9%</b>

## Municipal Facilities

Facility maintenance, like other asset classes, struggles to achieve timely replacements and upgrades to most of the 27 facilities within this section. Over the past few years upgrades in several facilities were made in areas of improved lighting, interior insulation and metal sheathing, roofing, HVAC, and electrical and workspace / safety improvements, along with a

recent fuel pump replacement. Staff are waiting for direction on the future location for a regional administration office. Due to the uncertainty of the new location some required work to the W.B. Stephens building at 100 King St continues to be deferred. Outstanding work in this area includes required wall coating, crack sealing, window replacements, ventilation system upgrades on the ground floor, energy efficiency improvements and other exterior work. Pending approval of municipal complex renovations these maintenance items can be completed during this project or completed as a separate project. Further upgrades and renovations are required in areas of the Public Works depot. An RFP has been posted for the detailed design for an expansion of the existing operations / maintenance shop. The capital investment is overdue as our operations have outgrown the existing space and ancillary requirements. Other facility capital upgrades will be necessary in some water / wastewater facilities, and other various municipal owned facilities. As the new regional municipality continues to evolve so will the management of the building and facility assets.

**Municipal Facilities Budget Highlights**

- The Municipal offices are area rated.
- Salary and benefits have decreased based on the salary allocations, which vary from year to year based on where the work is anticipated. Along with increases this year due to cost of living and benefit changes.
- The 2024-2025 estimates are reflective of an increase attributed to building maintenance, utility costs, and cleaning costs.

**West Hants Regional Municipality  
Facilities Buildings Budget Summary  
2024-25**

REVENUE	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Windsor Office Rentals	\$ 66,700	\$ 75,979	13.9%
Windsor Office Leases	\$ 36,500	\$ 36,500	0.0%
<b>Total Revenue</b>	<b>\$ 103,200</b>	<b>\$ 112,479</b>	<b>9.0%</b>
<b>EXPENSES - 100 KING STREET</b>			
Salary & Benefits	\$ 19,950	\$ 32,310	62.0%
Administration	\$ 6,150	\$ 3,520	-42.8%
Building Operations	\$ 80,500	\$ 88,760	10.3%
Building Maintenance	\$ 58,510	\$ 60,000	2.5%
<b>Total Operations</b>	<b>\$ 165,110</b>	<b>\$ 184,590</b>	<b>11.8%</b>
<b>EXPENSES - 76 MORISON DRIVE</b>			
Salary & Benefits	\$ 21,250	\$ 23,702	11.5%
Administration	\$ 1,950	\$ 2,000	2.6%
Building Operations	\$ 31,550	\$ 36,790	16.6%
Building Maintenance	\$ 35,600	\$ 40,000	12.4%
<b>Total Operations</b>	<b>\$ 90,350</b>	<b>\$ 102,492</b>	<b>13.4%</b>
<b>Total Expenses</b>	<b>\$ 255,460</b>	<b>\$ 287,082</b>	<b>12.4%</b>

## Courthouse

The Municipality is partnered in a negotiated lease agreement with the Province for the use of the Hants County Courthouse. This property is owned and maintained by the Municipality. The agreement is based on full recovery of all operating costs and expenses from Nova Scotia Transportation and Infrastructure Renewal.

Operational budget items include one maintenance and administrative staff, contracted cleaning and HVAC services, heat and power expenses for a very old building, and general maintenance of the two (2) cast iron boilers and associated building equipment.

### Courthouse Budget Highlights

- Salary and benefits have decreased based on the salary allocations, which varies from year to year based on where the work is anticipated. Along with increases this year due to cost of living and benefit changes.
- The 2024-25 estimates are reflective of an increase attributed to building maintenance, utility costs, and cleaning costs.
- The operations of the courthouse have no impact on the tax rate.

#### West Hants Regional Municipality Courthouse Budget Summary 2024-25

REVENUE	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Fiscal Courthouse	\$ 95,315	\$ 112,857	18.4%
50% Capital from Province	\$ -	\$ -	0.0%
50% Capital from Municipality	\$ -	\$ -	0.0%
<b>Total Revenue</b>	<b>\$ 95,315</b>	<b>\$ 112,857</b>	<b>18.4%</b>
<b>EXPENSES</b>			
Salary & Benefits	\$ 16,200	\$ 18,822	16.2%
Administration	\$ 13,165	\$ 15,710	19.3%
Building Operations	\$ 35,950	\$ 38,325	6.6%
Building Maintenance	\$ 30,000	\$ 40,000	33.3%
<b>Total Operations</b>	<b>\$ 95,315</b>	<b>\$ 112,857</b>	<b>18.4%</b>
Capital Expenditures (50%)	\$ -	\$ -	0.0%
<b>Total Expenses</b>	<b>\$ 95,315</b>	<b>\$ 112,857</b>	<b>18.4%</b>

## Libraries

The Public Works department provides maintenance services to the Windsor and Hantsport Libraries, including cleaning services, building repairs / maintenance, insurance, power, heat and utilities. The Hantsport Library is a service that was supported by the former Town through agreement and motions of Council. The Municipality retains ownership of these properties,

buildings and costs associated with maintenance and repairs are required to be funded. There is a municipal contribution also required to the Annapolis Valley Regional Library. These contributions have increased over the years and are based on population. This can be found in the Cultural Buildings and Facilities section of the budget, on page 21.

**Library Budget Highlights**

- Libraries are a general rated item.
- The 2024-25 estimates are reflective of an increase attributed to building maintenance, utility costs, and cleaning costs.
- Salary and benefits have increased/decreased based on the salary allocations, which varies from year to year based on where the work is anticipated. Along with increases this year due to cost of living and benefit changes.

**West Hants Regional Municipality  
Windsor Library Budget Summary  
2024-25**

<b>EXPENSES</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salary & Benefits	\$ 7,500	\$ 8,542	13.9%
Administration	\$ 1,200	\$ 2,140	78.3%
Building Operations	\$ 25,063	\$ 26,325	5.0%
<b>Total Expenses</b>	<b>\$ 33,763</b>	<b>\$ 37,007</b>	<b>9.6%</b>

**West Hants Regional Municipality  
Hantsport Library Budget Summary  
2024-25**

<b>EXPENSES</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salary & Benefits	\$ 5,000	\$ 4,023	-19.5%
Building Operations	\$ 12,589	\$ 13,492	7.2%
<b>Total Expenses</b>	<b>\$ 17,589</b>	<b>\$ 17,515</b>	<b>-0.4%</b>

## **West Hants Utilities**

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West Hants operates and manages two water utilities and one wastewater system which are self-supported through user fees.

### **Wastewater System**

#### **Sewage Collection and Lift Stations**

Maintenance of the sewage collection systems and 32 sewage pumping stations, over 1200 manholes and catch basins and 106 kilometers of sewer and storm mains is done in-house with major pump repairs, TV Inspection services and power vacuum and cleaning of collection systems contracted out. Our Manager of Wastewater Treatment and Supervisor of Water / Wastewater Collection have direct responsible charge for sewage lift station operations and maintenance. With a section of the Region below sea level, it is critical that these pumping stations operate properly when required. The department has four portable generators that can be used during power outage situations. Our newest lift station #7 has its own dedicated emergency backup power generator. This pumping station is part of the new wastewater facility that was put in service in June 2016 and is the largest in the Region's wastewater collection system, capable of pumping 18.5 million litres per day. Systems are continuously monitored 24/7 via our SCADA system and notify operators if alarms are triggered. Collection and treatment operators are responsible for on-call duties on a rotating basis that requires; monitoring our pumping stations remotely, and response/troubleshooting to any alarms or issues that require action.

#### **Wastewater Treatment**

Our Manager of Wastewater Treatment has direct responsible charge for the daily operation of the Sewage Treatment Facilities, and directs utility operators as required, with help from Public Works and Water Utility if needed. Nova Scotia Environment and Climate Change renewed our permits to operate in 2015; the new permits extend until 2025. Part of the new permit requirements involve a sludge management plan and potential reduction of chlorine residual remaining in the treated effluent. Preliminary forecasting has been added to the capital requests during the next five (5) to ten (10) years.

All wastewater treatment facilities operate 24/7, 365 days a year. Therefore, monitoring and operation of these plants is maintained after regular working hours via our SCADA and remote monitoring system. Critical alarms are acted upon quickly and utility operators respond as required. Utility operators rotate on-call responsibilities on a weekly basis to handle all after hour alarms.

The regional municipality owns and operates four wastewater treatment facilities:

Windsor Lagoon Treatment Facility - A two-cell lagoon secondary treatment plant and uses gas chlorine and sulfur dioxide. This facility is located at 3 Lagoon Drive, provides sewage treatment for a partial area of Windsor and the service area of Three Mile Plains. The Windsor Lagoon wastewater treatment facility treats approximately 2600m<sup>3</sup> of combined sanitary and storm water per day.

Windsor Headworks Facility - Located at 293 Wentworth Road, started operation in June 2016. This facility uses mechanical screening, lagoon aeration/retention and UV treatment. This facility treats approximately 2450m<sup>3</sup>/day of combined sanitary and storm water from a large catchment area of Windsor.

Falmouth Wastewater Treatment Facility - Located at 48 Falmouth Connector (Highway 101 access), was upgraded in 2009/10 (phase #1). The plant uses biological and UV treatment. This plant provides treatment for the entire Falmouth service area and processes approximately 600m<sup>3</sup> of wastewater per day. This facility is nearing max design flow capability.

The fourth facility is a septage treatment lagoon at the closed Cogmagun Landfill site. This facility is operated for the Region by GFL Environmental. This arrangement has benefits for both parties as the closed landfill is not staffed.

Operational budget items include salary for operation and maintenance staff (costs split between utilities and roads), annual sewer system depreciation costs, collection system and lift station maintenance, plant power and sewage plant operation costs. The Hantsport sewage treatment fees are paid to Kings County.

Revenue for the sewer utility is generated through user fees based on metered residential water consumption.

### ***Sewer Budget Highlights***

- A rate study was completed in 2023-24, Council approved to consolidate the two sewer departments, along with new sewer rates till fiscal 2026-27.
- Salary and benefits have increased based on the salary allocations, which varies from year to year based on where the work is anticipated. Along with increases this year due to cost of living and benefit changes.
- Sewage Treatment & Disposal is up due to increasing power costs, and a Nova Scotia Power meter billing correction from single phase to three phase.

- Administration is up due to increases in the Kings County’s costs associated with the Wastewater treatment in Hants Border. The agreement has WHRM’s portion of treatment costs at 67.6%, till 2027-28 when it will be updated based on the number of dwelling units on the assessment roll.

**West Hants Regional Municipality  
Sewer Budget Summary  
2024-25**

<b>REVENUE</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Sewer Rates	\$ 2,351,333	\$ 2,231,424	-5.1%
Other Revenue	\$ 68,050	\$ 8,385	-87.7%
<b>Total Revenue</b>	<b>\$ 2,419,383</b>	<b>\$ 2,239,809</b>	<b>-7.4%</b>
<b>EXPENSES</b>			
Administration	\$ 2,018,727	\$ 2,073,983	2.7%
Sewage Collection System	\$ 69,500	\$ 59,000	-15.1%
Lift Stations	\$ 155,587	\$ 151,630	-2.5%
Sewage Treatment & Disposal	\$ 288,560	\$ 360,710	25.0%
<b>Total Expenses</b>	<b>\$ 2,532,374</b>	<b>\$ 2,645,323</b>	<b>4.5%</b>
<b>Surplus/(Deficit)</b>	<b>\$ (112,991)</b>	<b>\$ (405,514)</b>	<b>258.9%</b>

## Municipal Water Utility

### Water Utility

Our Manager of Water Treatment has direct responsible charge for the daily operation of all water treatment plants and directs the water treatment plant operators as required. Maintenance and operational procedures are carried out in accordance with our permit to operate, water withdrawal permit, and source water protection plan issued by the Nova Scotia Department of Environment and Climate Change. Detailed plans for operational procedures and emergency responses are also followed to continuously provide safe clean drinking water and maintain an adequate supply for fire protection.

All treatment plants operate day and night, 365 days a year, therefore monitoring and operation of these plants is maintained after regular working hours via our SCADA and remote monitoring system. Critical alarms are acted upon quickly and operators respond as required. Plant operators rotate on-call responsibilities on a weekly basis to handle after hour alarms, while also conducting required water testing and operational checks on the weekends and holidays.

Windsor Water Treatment – Our Dissolved Air Flotation (DAF) water treatment plant produces and delivers approximately 3520m<sup>3</sup>/day (2023 figures), of treated water to the Region of Windsor and Three Mile Plains water utilities. This is a chemically assisted process which focuses primarily on colour removal containing many complex systems.

Due to the age of the water treatment plant (constructed in 2001), there are critical components that will require replacement/upgrades in the next few years. Staff are discussing some options with consultants that will allow the plant to produce adequate treated water supply when upgrades to/replacement of equipment is undertaken. We currently are in the process of a detailed design to add a third process train. This will meet our regulatory requirement for filter redundancy that we currently do not meet. The addition of a new standpipe for additional system storage is currently awaiting tender approval for construction in 2024. Detailed design is ongoing for the interconnection of the Falmouth and Windsor distribution systems. Implementing these plans and continuing to invest in this critical water infrastructure is important to continue to provide safe, reliable drinking water, along with supplying water demand for fire protection, domestic consumption, along with capacity to meet future growth and development. We are currently in the first stage of construction for water control structure upgrades at the water plant reservoir. The road upgrades in the Mill Lakes Watershed were completed in 2023.

Falmouth Water Treatment Plant - This Conventional Water Treatment Plant is designed to treat raw water for the removal of colour, turbidity, and other impurities to provide high quality drinking water for potable and domestic use for the community of Falmouth. This plant combines the time proven principles of mixing, coagulation, flocculation, tube settler assisted clarification and high-rate filtration. The treatment process is a completely automatic, operation. However, due to the watershed characteristics, the raw water quality changes rapidly after rain / storm events. This dictates close operator intervention and process adjustments during and after these events. The plant has only a single train which treats an average of 786m<sup>3</sup>/day (2023 Figures).

Due to the age of the water treatment plant, there are critical components that will require replacement/upgrades in the next few years. Chemical feed, process instrumentation, and process equipment upgrades have begun and will continue over the next few years. A new PLC was installed in 2023 to allow for the addition of engineering controls to eliminate lengthy call outs. Modifications were necessary to increase redundancy and resiliency for this facility.

Water yield in the French Mill Brook watershed is also a consideration for future planning to build capacity / resiliency for anticipated growth. Consolidation planning is taking a more regional approach and looking at all options before major capital projects are initiated. One of these is the afore mentioned interconnection with the Windsor Water Utility. Staff are working with engineering consultants to study some other potential solutions.

Hantsport Water Treatment Plant - Built in 2004, this membrane treatment plant is responsible for the production of all treated water for the community of Hantsport, Glooscap First Nations and Hants Border (Kings County), supplying an average of 550m<sup>3</sup>/day (2022 figures). The raw water supply is in the protected watershed area of Davidson Lake. Raw water flows 6.9 km by gravity fed transmission main to the treatment facility. After treatment, water is pumped 4.1 km from the treatment facility to a storage tank in the community of Hantsport.

Future projects for the Hantsport Water Supply will focus on building resiliency and capacity and look toward a regional water utility approach.

Water Distribution System – Our distribution system is maintained and operated in-house by certified operators and public works staff. This includes water quality assurance checks, maintaining and repair of; 138 km of pipe 1,131 valves, nearly 4000-meter reading/repairs, 487 fire hydrants, along with customer relations. Our Water Distribution Supervisor, with help from the Manager of Public Works Operations, have direct overall charge for the system; they also receive assistance from the Manager of Water Treatment and plant operators. 2024 will see operations working on preventative maintenance / repair and leak detection. Staff continue to plan for future capital projects and look for areas of water leakage to help reduce water loss. The construction and commissioning of two pressure management chambers was completed in August 2015. The objective of this system was to reduce the number and severity of water main breaks, along with the reduction of main and service line leaks. Since implementation of the pressure management, we have noticed a reduction in the number and severity of main breaks in the Windsor district.

Distribution facilities, including our three (3) standpipes, chlorination booster station, altitude valve chamber, PRV chambers and booster stations, are overseen together by the Supervisor of Distribution, Manager of PW Operations and Manager of Water Treatment.

Operational budget items include wages for operators, management operation and maintenance technician staff (costs split between utilities and roads), water purchase costs from the Windsor Water Utility, transmission and distribution lines maintenance (includes increased leak detection efforts and increasing requirement to address emergency water break repairs), utility depreciation costs, water treatment plant maintenance, power, chemicals and other plant operation costs, transmission and distribution lines maintenance, utility administration and professional fees.

Revenue for the water utility is generated through user fees based on base rate plus consumption charges.

**West Hants Water Utility Budget Highlights**

- A rate study has been completed and the utility is scheduled for a water rate hearing in May 2024, proposing a rate increase along with consolidation of the two utilities.
- Administration has decreased as a result reduction in administration fees, and professional services.
- Operational labour and supervision have increased this year due to cost of living and benefit changes.
- The increase in Water Treatment is related to power and chemicals.

**West Hants Regional Municipality  
West Hants Water Budget Summary  
2024-2025**

<b>REVENUE</b>	<b>BUDGET 2023-2024</b>	<b>BUDGET 2024-2025</b>	<b>VARIANCE</b>
Rate Sales	\$ 1,761,134	\$ 1,734,132	-1.5%
Fire Protection	\$ 614,950	\$ 597,039	-2.9%
Sprinkler Services	\$ 927	\$ 900	-2.9%
Other Operating Revenue	\$ 188,959	\$ 98,387	-47.9%
<b>Total Operating Revenue</b>	<b>\$ 2,565,970</b>	<b>\$ 2,430,459</b>	<b>-5.3%</b>
<b>EXPENSES</b>			
Source of Supply	\$ 439,132	\$ 408,000	-7.1%
Water Treatment	\$ 469,550	\$ 518,118	10.3%
Transmission & Distribution	\$ 822,337	\$ 873,919	6.3%
Administration & General	\$ 797,499	\$ 768,317	-3.7%
<b>Total Operating Expenditures</b>	<b>\$ 2,528,518</b>	<b>\$ 2,568,355</b>	<b>1.6%</b>
<b>Total Non-Operating Revenue</b>	<b>\$ 3,500</b>	<b>\$ 3,500</b>	<b>0.0%</b>
<b>Total Non-Operating Expenditures</b>	<b>\$ 136,044</b>	<b>\$ 102,044</b>	<b>-25.0%</b>
<b>Operating Surplus/Deficit</b>	<b>\$ (95,091)</b>	<b>\$ (236,441)</b>	<b>148.6%</b>

### Windsor Water Utility Budget Highlights

- A rate study has been completed and the utility is scheduled for a water rate hearing in May 2024, proposing a rate increase along with consolidation of the two utilities.
- Administration has decreased as a result reduction in administration fees, taxes and professional services.
- Operational labour and supervision have increased this year due to cost of living and benefit changes.
- Non-Operating Expenditures have decreased due to Debenture #38-A-1 maturing in 2023-24.

### West Hants Regional Municipality Windsor Water Budget Summary 2024-2025

REVENUE	BUDGET 2023-2024	BUDGET 2024-2025	VARIANCE
Rate Sales	\$ 1,494,063	\$ 1,379,765	-7.7%
Fire Protection	\$ 474,303	\$ 474,303	0.0%
Sprinkler Services	\$ 5,927	\$ 5,650	-4.7%
Other Operating Revenue	\$ 113,993	\$ 6,032	-94.7%
<b>Total Operating Revenue</b>	<b>\$ 2,088,286</b>	<b>\$ 1,865,750</b>	<b>-10.7%</b>
<b>EXPENSES</b>			
Source of Supply	\$ 6,800	\$ 6,800	0.0%
Water Treatment	\$ 532,192	\$ 558,895	5.0%
Transmission & Distribution	\$ 484,885	\$ 517,669	6.8%
Administration & General	\$ 587,149	\$ 529,526	-9.8%
<b>Total Operating Expenditures</b>	<b>\$ 1,611,026</b>	<b>\$ 1,612,890</b>	<b>0.1%</b>
<b>Total Non-Operating Revenue</b>	<b>\$ 3,180</b>	<b>\$ 12,304</b>	<b>286.9%</b>
<b>Total Non-Operating Expenditures</b>	<b>\$ 173,794</b>	<b>\$ 87,607</b>	<b>-49.6%</b>
<b>Operating Surplus/Deficit</b>	<b>\$ 306,646</b>	<b>\$ 177,557</b>	<b>-42.1%</b>

**APPENDICES – DETAILED BUDGETS**

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## Appendix 1 – Municipal Budget

### 2024-25 West Hants Regional Municipality Budget

#### REVENUE

	2023-2024 BUDGET	2024-25 BUDGET	VARIANCE
<b>Assessable Property</b>			
Residential	\$ 8,483,934	\$ 12,260,957	44.5%
Commercial	\$ 1,309,086	\$ 1,540,934	17.7%
<b>Resource</b>			
Taxable Assessments	\$ 275,324	\$ 413,275	50.1%
Recreation Property Tax	\$ 5,653	\$ 5,653	0.0%
Forest Property Tax (< 50,000 acres)	\$ 25,663	\$ 22,285	-13.2%
Forest Property Tax (> 50,000 acres)	\$ 22,153	\$ 14,050	-36.6%
Special Assessments	\$ 58,147	\$ 58,147	0.0%
Special Assessments - West Hants Sewer	\$ 1,294,235	\$ 2,239,809	73.1%
Special Assessments - Windsor Sewer	\$ 1,125,148	\$ -	-100.0%
Area Rates (1) and Special Assessments - West Hants	\$ 7,005,316	\$ 5,115,687	-27.0%
Area Rates (2) and Special Assessments - Hantsport	\$ 519,770	\$ 519,528	0.0%
Area Rates (3) and Special Assessments - Windsor	\$ 4,107,288	\$ 4,007,075	-2.4%
Area Rates and Special Assessments - HMCC	\$ 100,735	\$ 106,522	5.7%
Subtotal	\$ 24,332,451	\$ 26,303,922	8.1%
<b>Business Property</b>			
Based on Revenues - Aliant	\$ 79,380	\$ 73,205	-7.8%
NS Power Inc. - Grant in Lieu of Taxes	\$ 244,368	\$ 258,327	5.7%
HST Rebate	\$ 86,729	\$ 90,383	4.2%
Subtotal	\$ 410,477	\$ 421,915	2.8%
<b>Other Taxes</b>			
Deed Transfer Tax	\$ 2,000,000	\$ 1,700,000	-15.0%
5% Fund	\$ 10,000	\$ 10,000	0.0%
Subtotal	\$ 2,010,000	\$ 1,710,000	-14.9%
<b>TOTAL TAXES</b>	<b>\$ 26,752,928</b>	<b>\$ 28,435,837</b>	<b>6.3%</b>
<b>GRANT IN LIEU OF TAX</b>			
Federal Government and Agencies	\$ 51,206	\$ 113,731	122.1%
Provincial Property and Property of Supported Institutions	\$ 22,744	\$ 67,668	197.5%
Crown Timber Lands	\$ 17,650	\$ 32,058	81.6%
Fire Protection	\$ -	\$ 29,700	0.0%
<b>TOTAL GRANTS IN LIEU OF TAXES</b>	<b>\$ 91,601</b>	<b>\$ 243,157</b>	<b>165.5%</b>
<b>SERVICES PROVIDED TO OTHER GOVERNMENTS &amp; AGENCIES</b>	<b>\$ 1,157,282</b>	<b>\$ 1,328,924</b>	<b>14.8%</b>
<b>SALES OF SERVICES</b>			
Sale of Services	\$ 1,014,521	\$ 916,847	-9.6%
<b>TOTAL SALES OF SERVICE</b>	<b>\$ 1,014,521</b>	<b>\$ 916,847</b>	<b>-9.6%</b>

**OTHER REVENUE FROM OWN SOURCES**

Licenses and Permits	\$ 90,000	\$ 90,000	0.0%
Fines	\$ 31,000	\$ 42,000	35.5%
Rentals	\$ 100,811	\$ 116,079	15.1%
Return on Investment	\$ 75,000	\$ 75,000	0.0%
Penalties and Interest on Taxes	\$ 322,150	\$ 322,150	0.0%
Miscellaneous	\$ 48,000	\$ 149,660	211.8%
<b>TOTAL OTHER REVENUE FROM OWN SOURCES</b>	<b>\$ 666,961</b>	<b>\$ 794,889</b>	<b>19.2%</b>

**UNCONDITIONAL TRANSFERS FROM OWN GOVTS**

<b>Federal Government</b>	\$ -	\$ -	0.0%
<b>Provincial Government</b>			
Service Nova Scotia and Municipal Relations			
Municipal Grants Act - Equalization	\$ 1,125,416	\$ 1,514,504	34.6%
Municipal Grants Act - Farm Property Acreage	\$ 98,485	\$ 101,232	2.8%
Subtotal	\$ 1,223,901	\$ 1,615,736	32.0%
Other Provincial			
Resource Recovery Fund Board	\$ -	\$ -	0.0%
Other	\$ 6,300	\$ 6,370	1.1%
Subtotal	\$ 6,300	\$ 6,370	1.1%
<b>TOTAL UNCONDITIONAL TRANSFERS FROM OWN GOVTS</b>	<b>\$ 1,230,201</b>	<b>\$ 1,622,106</b>	<b>31.9%</b>

**CONDITIONAL TRANSFERS FROM FED AND PROV GOVTS**

Federal Government	\$ 15,000	\$ 24,000	60.0%
Provincial Government	\$ 50,000	\$ 50,000	0.0%
<b>TOTAL CONDITIONAL TRANSFERS FROM FED AND PROV GOVTS</b>	<b>\$ 65,000</b>	<b>\$ 74,000</b>	<b>13.8%</b>

**COND TRANSFERS FROM OTHER LOCAL GOVTS**

	\$ 182,789	\$ 246,554	34.9%
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**TOTAL REVENUE**

	<b>\$ 31,161,282</b>	<b>\$ 33,662,313</b>	<b>8.0%</b>
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**EXPENDITURES****General Rate General Government Services**

Transfers to Assessment Services	\$ 332,421	\$ 339,073	2.0%
Interest on Short-Term and Long-Term Debt	\$ 1,094	\$ 1,094	0.0%
Other General Government Services	\$ 3,067,650	\$ 3,750,933	22.3%
Amortization	\$ -	\$ -	0.0%
Subtotal	\$ 3,401,165	\$ 4,091,100	20.3%

**Area Rate 1 General government services**

Transfers to Assessment Services	\$ -	\$ -	0.0%
Interest on Short-Term and Long-Term Debt	\$ -	\$ -	0.0%
Other General Government Services	\$ 16,050	\$ 118,542	638.6%
Amortization	\$ -	\$ -	0.0%
Subtotal	\$ 16,050	\$ 118,542	638.6%

**Area Rate 2 General government services**

Transfers to Assessment Services	\$ -	\$ -	0.0%
Interest on Short-Term and Long-Term Debt	\$ -	\$ -	0.0%
Other General Government Services	\$ 18,020	\$ -	-100.0%
Amortization	\$ -	\$ -	0.0%
Subtotal	\$ 18,020	\$ -	-100.0%

**Area Rate 3 General government services**

Transfers to Assessment Services	\$ -	\$ -	0.0%
Interest on Short-Term and Long-Term Debt	\$ 4,209	\$ 1,192	-71.7%
Other General Government Services	\$ 47,938	\$ 233,340	386.8%
Amortization	\$ -	\$ -	0.0%
<b>Subtotal</b>	<b>\$ 52,147</b>	<b>\$ 234,532</b>	<b>349.8%</b>

**General Rate Protective Services**

Police Protection	\$ -	\$ -	0.0%
Transfer to Correctional Services	\$ 251,281	\$ -	-100.0%
Other Law Enforcement	\$ 178,110	\$ 204,381	14.7%
Fire Protection	\$ 1,576,918	\$ 3,295,464	109.0%
Interest on Short-Term and Long-Term Debt	\$ 37,781	\$ 187,129	395.3%
Emergency Measures	\$ 44,320	\$ 89,304	101.5%
Other Protective Services	\$ 574,245	\$ 793,966	38.3%
<b>Subtotal</b>	<b>\$ 2,662,655</b>	<b>\$ 4,570,243</b>	<b>71.6%</b>

**Area Rate 1 Protective Services**

Police Protection	\$ 3,853,437	\$ 4,182,101	8.5%
Transfer to Correctional Services	\$ -	\$ -	0.0%
Other Law Enforcement	\$ -	\$ -	0.0%
Fire Protection	\$ 827,139	\$ -	-100.0%
Interest on Short-Term and Long-Term Debt	\$ 114,887	\$ 101,989	-11.2%
Emergency Measures	\$ -	\$ -	0.0%
Other Protective Services	\$ -	\$ -	0.0%
<b>Subtotal</b>	<b>\$ 4,795,463</b>	<b>\$ 4,284,090</b>	<b>-10.7%</b>

**Area Rate 2 Protective Services**

Police Protection	\$ -	\$ -	0.0%
Transfer to Correctional Services	\$ -	\$ -	0.0%
Other Law Enforcement	\$ -	\$ -	0.0%
Fire Protection	\$ -	\$ -	0.0%
Interest on Short-Term and Long-Term Debt	\$ 222	\$ 75	-66.1%
Emergency Measures	\$ -	\$ -	0.0%
Other Protective Services	\$ 6,490	\$ -	-100.0%
<b>Subtotal</b>	<b>\$ 6,712</b>	<b>\$ 75</b>	<b>-98.9%</b>

**Area Rate 3 Protective Services**

Police Protection	\$ 1,651,473	\$ 1,792,329	8.5%
Transfer to Correctional Services	\$ -	\$ -	0.0%
Other Law Enforcement	\$ -	\$ -	0.0%
Fire Protection	\$ 279,393	\$ -	-100.0%
Interest on Short-Term and Long-Term Debt	\$ -	\$ -	0.0%
Emergency Measures	\$ -	\$ -	0.0%
Other Protective Services	\$ -	\$ -	0.0%
<b>Subtotal</b>	<b>\$ 1,930,866</b>	<b>\$ 1,792,329</b>	<b>-7.2%</b>

**General Rate Transportation Services**

Interest on Short-Term and Long-Term Debt	\$ 34,967	\$ 80,789	131.0%
Other Transportation Services	\$ 1,659,302	\$ 1,646,530	-0.8%
<b>Subtotal</b>	<b>\$ 1,694,269</b>	<b>\$ 1,727,319</b>	<b>2.0%</b>

**Area Rate 1 Transportation Services**

Interest on Short-Term and Long-Term Debt	\$ 838	\$ 425	-49.3%
Other Transportation Services	\$ -	\$ -	#DIV/0!
<b>Subtotal</b>	<b>\$ 838</b>	<b>\$ 425</b>	<b>-49.3%</b>

**Area Rate 2 Transportation Services**

Interest on Short-Term and Long-Term Debt	\$ -	\$ -	#DIV/0!
Other Transportation Services	\$ -	\$ -	#DIV/0!
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>

**Area Rate 3 Transportation Services**

Interest on Short-Term and Long-Term Debt	\$ 48,405	\$ 41,620	-14.0%
Other Transportation Services	\$ -	\$ -	#DIV/0!
<b>Subtotal</b>	<b>\$ 48,405</b>	<b>\$ 41,620</b>	<b>-14.0%</b>

**General Rate Environmental Health Services**

Other Current Expenditures for Solid Waste Landfill Costs	\$ 53,860	\$ 53,883	0.0%
Interest on Short-Term and Long-Term Debt		\$ 3,911	0.0%
Other Environmental Health Services	\$ 75,700	\$ 1,865,006	2363.7%
<b>Subtotal</b>	<b>\$ 129,560</b>	<b>\$ 1,922,800</b>	<b>1384.1%</b>

**Area Rate 1 Environmental Health Services**

Other Current Expenditures for Solid Waste Landfill Costs	\$ -	\$ -	0.0%
Interest on Short-Term and Long-Term Debt	\$ 11,209	\$ 7,152	-36.2%
Other Environmental Health Services	\$ 2,036,124	\$ 1,201,364	-41.0%
<b>Subtotal</b>	<b>\$ 2,047,333</b>	<b>\$ 1,208,516</b>	<b>-41.0%</b>

**Area Rate 2 Environmental Health Services**

Other Current Expenditures for Solid Waste Landfill Costs	\$ -	\$ -	0.0%
Interest on Short-Term and Long-Term Debt	\$ 2,069	\$ 1,251	-39.5%
Other Environmental Health Services	\$ -	\$ -	0.0%
<b>Subtotal</b>	<b>\$ 2,069</b>	<b>\$ 1,251</b>	<b>-39.5%</b>

**Area Rate 3 Environmental Health Services**

Other Current Expenditures for Solid Waste Landfill Costs	\$ -	\$ -	0.0%
Interest on Short-Term and Long-Term Debt	\$ 97,264	\$ 91,115	-6.3%
Other Environmental Health Services	\$ 993,009	\$ 352,654	-64.5%
<b>Subtotal</b>	<b>\$ 1,090,273</b>	<b>\$ 443,769</b>	<b>-59.3%</b>

**General Rate Public Health Services**

Deficit of Regional Housing Authority	\$ 215,000	\$ 215,000	0.0%
Interest on Short-Term and Long-Term Debt	\$ -	\$ -	0.0%
Other Public Health Services	\$ -	\$ -	0.0%
<b>Subtotal</b>	<b>\$ 215,000</b>	<b>\$ 215,000</b>	<b>0.0%</b>

**Area Rate 1 Public Health Services**

Deficit of Regional Housing Authority	\$ -	\$ -	0.0%
Interest on Short-Term and Long-Term Debt	\$ -	\$ -	0.0%
Other Public Health Services	\$ -	\$ -	0.0%
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>

**Area Rate 2 Public Health Services**

Deficit of Regional Housing Authority	\$ -	\$ -	0.0%
Interest on Short-Term and Long-Term Debt	\$ -	\$ -	0.0%
Other Public Health Services	\$ 31,045	\$ 28,831	-7.1%
<b>Subtotal</b>	<b>\$ 31,045</b>	<b>\$ 28,831</b>	<b>-7.1%</b>

**Area Rate 3 Public Health Services**

Deficit of Regional Housing Authority	\$ -	\$ -	0.0%
Interest on Short-Term and Long-Term Debt	\$ -	\$ -	0.0%
Other Public Health Services	\$ 52,300	\$ 51,927	-0.7%
<b>Subtotal</b>	<b>\$ 52,300</b>	<b>\$ 51,927</b>	<b>-0.7%</b>

**General Rate Environmental Development Services**

Interest on Short-Term and Long-Term Debt	\$ -	\$ -	0.0%
Other Environmental Development Services	\$ 1,441,810	\$ 2,110,478	46.4%
<b>Subtotal</b>	<b>\$ 1,441,810</b>	<b>\$ 2,110,478</b>	<b>46.4%</b>

**Area Rate 1 Environmental Development Services**

Interest on Short-Term and Long-Term Debt	\$ -	\$ -	0.0%
Other Environmental Development Services	\$ -	\$ -	0.0%
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>

**Area Rate 2 Environmental Development Services**

Interest on Short-Term and Long-Term Debt	\$ -	\$ -	0.0%
Other Environmental Development Services	\$ -	\$ -	0.0%
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>

**Area Rate 3 Environmental Development Services**

Interest on Short-Term and Long-Term Debt	\$ -	\$ -	0.0%
Other Environmental Development Services	\$ -	\$ -	0.0%
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>

**General Rate Recreation and Cultural Services**

Interest on Short-Term and Long-Term Debt	\$ 45,861	\$ 59,254	29.2%
Other Recreation and Cultural Services	\$ 2,647,241	\$ 3,229,106	22.0%
<b>Subtotal</b>	<b>\$ 2,693,103</b>	<b>\$ 3,288,359</b>	<b>22.1%</b>

**Area Rate 1 Recreation and Cultural Services**

Interest on Short-Term and Long-Term Debt	\$ -	\$ -	0.0%
Other Recreation and Cultural Services	\$ -	\$ -	0.0%
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>

**Area Rate 2 Recreation and Cultural Services**

Interest on Short-Term and Long-Term Debt	\$ -	\$ -	0.0%
Other Recreation and Cultural Services	\$ 34,999	\$ 35,000	0.0%
<b>Subtotal</b>	<b>\$ 34,999</b>	<b>\$ 35,000</b>	<b>0.0%</b>

**Area Rate 3 Recreation and Cultural Services**

Interest on Short-Term and Long-Term Debt	\$ -	\$ -	0.0%
Other Recreation and Cultural Services	\$ -	\$ -	0.0%
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>

**Area Rate HMCC**

HMCC	\$ 100,735	\$ 106,522	5.7%
<b>Subtotal</b>	<b>\$ 100,735</b>	<b>\$ 106,522</b>	<b>5.7%</b>

Education	\$ 5,000,882	\$ 5,611,626	12.2%
Extraordinary or Special Items	\$ -	\$ -	0.0%

<b>GENERAL RATE EXPENDITURES SUBTOTAL</b>	<b>\$ 17,238,444</b>	<b>\$ 23,536,926</b>	<b>36.5%</b>
<b>AREA RATE 1 EXPENDITURES SUBTOTAL</b>	<b>\$ 6,859,684</b>	<b>\$ 5,611,573</b>	<b>-18.2%</b>
<b>AREA RATE 2 EXPENDITURES SUBTOTAL</b>	<b>\$ 92,846</b>	<b>\$ 65,158</b>	<b>-29.8%</b>
<b>AREA RATE 3 EXPENDITURES SUBTOTAL</b>	<b>\$ 3,173,990</b>	<b>\$ 2,564,176</b>	<b>-19.2%</b>

<b>HMCC AREA RATE EXPENDITURES SUBTOTAL</b>	<b>\$ 100,735</b>	<b>\$ 106,522</b>	<b>5.7%</b>
<b>EXPENDITURES SUBTOTAL</b>	<b>\$ 27,465,699</b>	<b>\$ 31,884,355</b>	<b>16.1%</b>

<b>PLUS GENERAL RATE PRINCIPAL PAYMENTS</b>	<b>\$ 1,105,994</b>	<b>\$ 1,282,346</b>	<b>15.9%</b>
<b>PLUS AREA RATE 1 PRINCIPAL PAYMENTS</b>	<b>\$ 700,614</b>	<b>\$ 684,114</b>	<b>-2.4%</b>
<b>PLUS AREA RATE 2 PRINCIPAL PAYMENTS</b>	<b>\$ 21,700</b>	<b>\$ 21,700</b>	<b>0.0%</b>
<b>PLUS AREA RATE 3 PRINCIPAL PAYMENTS</b>	<b>\$ 410,899</b>	<b>\$ 384,699</b>	<b>-6.4%</b>

<b>+/- GENERAL RATE TRANSFERS</b>	<b>\$ 1,034,426</b>	<b>\$ (905,770)</b>	<b>-187.6%</b>
<b>+/- AREA RATE 1 TRANSFERS</b>	<b>\$ -</b>	<b>\$ (1,180,000)</b>	<b>#DIV/0!</b>
<b>+/- AREA RATE 2 TRANSFERS</b>	<b>\$ 196,950</b>	<b>\$ 432,670</b>	<b>119.7%</b>
<b>+/- AREA RATE 3 TRANSFERS</b>	<b>\$ 225,000</b>	<b>\$ 1,058,200</b>	<b>370.3%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 31,161,282</b>	<b>\$ 33,662,313</b>	<b>8.0%</b>

## Appendix 2 – Regional Fire Budget

### West Hants Regional Municipality Regional Fire Service 2024-25 Detailed Budget

REVENUE	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Fundraising / Donations	\$ -	\$ -	\$ -	#DIV/0!
Fire Protection Area Rate	\$ -	\$ -	\$ -	#DIV/0!
Area Rates	\$ -	\$ -	\$ -	#DIV/0!
Fire Society	\$ -	\$ -	\$ -	#DIV/0!
Municipal Costs	\$ -	\$ -	\$ -	#DIV/0!
Debt Servicing Contributions - West Hants	\$ -	\$ -	\$ -	#DIV/0!
Debt Servicing Contributions - Kings	\$ -	\$ -	\$ -	#DIV/0!
Operation Contributions - Kings	\$ -	\$ -	\$ -	#DIV/0!
Operation Contributions - Glooscap	\$ -	\$ -	\$ -	#DIV/0!
Operation Contributions - East Hants	\$ -	\$ -	\$ -	#DIV/0!
Operation Contributions - West Hants Fire Services	\$ -	\$ -	\$ -	#DIV/0!
Grants	\$ -	\$ -	\$ -	#DIV/0!
Provincial / Federal Funding	\$ -	\$ -	\$ -	#DIV/0!
Contributions (TOW)	\$ -	\$ -	\$ -	#DIV/0!
Other	\$ -	\$ -	\$ -	#DIV/0!
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>
<b>EXPENSES</b>				
<b>Firefighting Operations</b>				
<i>Apparatus</i>				
Regular Maintenance	\$ -	\$ 9,930	\$ 24,550	147.2%
Fuel	\$ -	\$ -	\$ -	#DIV/0!
Major Repairs	\$ -	\$ -	\$ -	#DIV/0!
<i>Apparatus Sub Total</i>	<i>\$ -</i>	<i>\$ 9,930</i>	<i>\$ 24,550</i>	<i>147.2%</i>
<i>Equipment &amp; Services</i>				
Personal Protection	\$ -	\$ -	\$ -	#DIV/0!
Fire Suppression & Rescue Equipment	\$ -	\$ 13,000	\$ 3,500	-73.1%
SCBA Testing, Inspections & Repairs	\$ -	\$ -	\$ -	#DIV/0!
Equipment Repairs & Maintenance	\$ -	\$ -	\$ -	#DIV/0!
Rehab Supplies	\$ -	\$ -	\$ 1,000	#DIV/0!
<i>Equipment Sub Total</i>	<i>\$ -</i>	<i>\$ 13,000</i>	<i>\$ 4,500</i>	<i>-65.4%</i>
<i>Communications</i>				
Dispatch	\$ 1,266	\$ 50,000	\$ 50,964	1.9%
Communication Equipment	\$ -	\$ -	\$ -	#DIV/0!
Maintenance & Testing	\$ -	\$ -	\$ -	#DIV/0!
Communication Expenses	\$ -	\$ 9,100	\$ 1,200	-86.8%
<i>Communication Sub Total</i>	<i>\$ 1,266</i>	<i>\$ 59,100</i>	<i>\$ 52,164</i>	<i>-11.7%</i>
<b>Total Firefighting Operations</b>	<b>\$ 1,266</b>	<b>\$ 82,030</b>	<b>\$ 81,214</b>	<b>-1.0%</b>

**EXPENSES****Training**

Fire Rescue Training (including travel & meals)	\$ 4,577	\$ 26,110	\$ 30,000	14.9%
Training Grounds, Equipment & Exercises	\$ -	\$ 3,225	\$ -	-100.0%
Medical First Responder	\$ -	\$ -	\$ -	#DIV/0!
Seminars / Materials	\$ -	\$ 4,000	\$ 6,000	50.0%
<b>Training Sub Total</b>	<b>\$ 4,577</b>	<b>\$ 33,335</b>	<b>\$ 36,000</b>	<b>8.0%</b>

**Fire Station**

Light & Power	\$ -	\$ -	\$ -	#DIV/0!
Heating	\$ -	\$ -	\$ -	#DIV/0!
General Maintenance & Grounds	\$ -	\$ 500	\$ -	-100.0%
Building Maintenance	\$ -	\$ -	\$ -	#DIV/0!
Emergency Equipment	\$ -	\$ -	\$ -	#DIV/0!
Snow Removal	\$ -	\$ -	\$ -	#DIV/0!
Janitorial / Cleaning Supplies	\$ -	\$ -	\$ -	#DIV/0!
Maintenance - Apparatus Superintendent	\$ -	\$ -	\$ -	#DIV/0!
Renovations / Major Repairs	\$ -	\$ -	\$ -	#DIV/0!
Insurance	\$ -	\$ -	\$ -	#DIV/0!
Station Supplies and Expenses	\$ -	\$ -	\$ -	#DIV/0!
Rent	\$ -	\$ -	\$ -	#DIV/0!
<b>Fire Station Sub Total</b>	<b>\$ -</b>	<b>\$ 500</b>	<b>\$ -</b>	<b>-100.0%</b>

**Administration**

Telecommunication Expenses	\$ -	\$ -	\$ -	#DIV/0!
Office Supplies & Expenses	\$ -	\$ 1,100	\$ 500	-54.5%
Membership	\$ -	\$ -	\$ -	#DIV/0!
Professional Services	\$ -	\$ 15,800	\$ 15,000	-5.1%
Bank Charges / Interest	\$ -	\$ -	\$ -	#DIV/0!
Insurance	\$ -	\$ 147,105	\$ 177,997	21.0%
WCB	\$ 6,291	\$ 8,000	\$ 14,000	75.0%
EAP	\$ 3,136	\$ 4,660	\$ 5,135	10.2%
Uniform	\$ -	\$ -	\$ -	#DIV/0!
Membership Recognition	\$ 288	\$ 2,500	\$ 1,100	-56.0%
Computer Services	\$ 3,909	\$ 2,275	\$ 2,300	1.1%
Public Events	\$ -	\$ -	\$ -	#DIV/0!
Firefighter Honorarium	\$ -	\$ -	\$ -	#DIV/0!
Uniforms	\$ -	\$ -	\$ -	#DIV/0!
Other	\$ 3,236	\$ 1,000	\$ 500	-50.0%
<b>Administration Sub Total</b>	<b>\$ 16,861</b>	<b>\$ 182,440</b>	<b>\$ 216,532</b>	<b>18.7%</b>

**Long Term Debt Payments**

Long Term Debt Payments	\$ -	\$ -	\$ -	#DIV/0!
<b>Total Fire Service Operations</b>	<b>\$ 3,236</b>	<b>\$ 216,275</b>	<b>\$ 333,746</b>	<b>54.3%</b>

**Capital & Reserve Expenses**

Capital Contributions	\$ -	\$ -	\$ -	#DIV/0!
Reserve Contributions	\$ -	\$ 50,000	\$ 50,000	0.0%
<b>Capital &amp; Reserve Expenditures Sub Total</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>0.0%</b>
<b>Total Municipal Fire Expenses</b>	<b>\$ 3,236</b>	<b>\$ 266,275</b>	<b>\$ 383,746</b>	<b>44.1%</b>
<b>Surplus/Deficit</b>	<b>\$ (3,236)</b>	<b>\$ (266,275)</b>	<b>\$ (383,746)</b>	<b>44.1%</b>

## Appendix 3 – Hantsport Fire Budget

### West Hants Regional Municipality Hantsport Fire Service 2024-25 Detailed Budget

REVENUE	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Fundraising / Donations	\$ -	\$ -	\$ -	0.0%
Fire Protection Area Rate	\$ -	\$ -	\$ -	0.0%
Area Rates	\$ -	\$ 4,722	\$ 4,722	0.0%
Fire Society	\$ -	\$ -	\$ -	0.0%
Municipal Costs	\$ 62,683	\$ 175,395	\$ 198,045	12.9%
Debt Servicing Contributions - West Hants	\$ -	\$ 282,701	\$ 283,100	0.1%
Debt Servicing Contributions - Kings (37.2% calls)	\$ 15,522	\$ 72,124	\$ 87,189	20.9%
Operation Contributions - Kings (37.2% calls)	\$ 42,590	\$ 71,600	\$ 82,300	14.9%
Operation Contributions - Glooscap	\$ 7,065	\$ 7,065	\$ 7,065	0.0%
Operation Contributions - East Hants	\$ -	\$ -	\$ -	0.0%
Operation Contributions - West Hants Fire Services	\$ -	\$ -	\$ -	0.0%
Grants	\$ -	\$ -	\$ -	0.0%
Provincial / Federal Funding	\$ -	\$ -	\$ -	0.0%
<b>Total Revenue</b>	<b>\$ 127,860</b>	<b>\$ 613,606</b>	<b>\$ 662,421</b>	<b>8.0%</b>
<b>EXPENSES</b>				
<b>Firefighting Operations</b>				
<i>Apparatus</i>				
Regular Maintenance	\$ 18,120	\$ 17,000	\$ 17,000	0.0%
Fuel	\$ 12,034	\$ 10,000	\$ 10,000	0.0%
Major Repairs	\$ 12,524	\$ -	\$ -	0.0%
<i>Apparatus Sub Total</i>	<i>\$ 42,679</i>	<i>\$ 27,000</i>	<i>\$ 27,000</i>	<i>0.0%</i>
<i>Equipment &amp; Services</i>				
Personal Protection	\$ 11,727	\$ 30,000	\$ 35,000	16.7%
Fire Suppression & Rescue Equipment	\$ 6,923	\$ 19,000	\$ 25,000	31.6%
Scab Testing, Inspection & Repairs	\$ 2,240	\$ 5,500	\$ 5,500	0.0%
Equipment Repairs & Maintenance	\$ 2,511	\$ 2,500	\$ 2,500	0.0%
Rehab Supplies	\$ 662	\$ 2,000	\$ 2,000	0.0%
<i>Equipment Sub Total</i>	<i>\$ 24,063</i>	<i>\$ 59,000</i>	<i>\$ 70,000</i>	<i>18.6%</i>
<i>Communications</i>				
Pagers/Portable Radios	\$ 7,640	\$ 7,500	\$ 7,500	0.0%
Maintenance & Testing	\$ 635	\$ 2,000	\$ 2,000	0.0%
Publications/Subscriptions	\$ 782	\$ 500	\$ 500	0.0%
<i>Communication Sub Total</i>	<i>\$ 9,058</i>	<i>\$ 10,000</i>	<i>\$ 10,000</i>	<i>0.0%</i>
<b>Total Firefighting Operations</b>	<b>\$ 75,800</b>	<b>\$ 96,000</b>	<b>\$ 107,000</b>	<b>11.5%</b>
<b>Training</b>				
Fire Rescue Training (including travel & meals)	\$ 4,813	\$ 6,500	\$ 6,500	0.0%
Training Grounds, Equipment & Exercises	\$ 1,217	\$ 2,500	\$ 2,500	0.0%
Medical First Responder	\$ 95	\$ 1,000	\$ 1,000	0.0%
Seminars/Materials	\$ 505	\$ 1,000	\$ 1,000	0.0%
<i>Training Sub Total</i>	<i>\$ 6,631</i>	<i>\$ 11,000</i>	<i>\$ 11,000</i>	<i>0.0%</i>

**EXPENSES**

<b>Fire Station</b>					
Light & Power	\$ 5,162	\$ 8,000	\$ 11,000		37.5%
Heating	\$ 5,176	\$ 16,500	\$ 10,550		-36.1%
General Maintenance & Grounds	\$ 9,962	\$ 4,000	\$ 2,000		-50.0%
Building Maintenance	\$ -	\$ -	\$ 13,500		#DIV/0!
Emergency Equipment	\$ 42	\$ 1,000	\$ 1,000		0.0%
Snow Removal/Grounds	\$ -	\$ 4,000	\$ 4,000		0.0%
Janitorial/Cleaning	\$ 534	\$ 6,500	\$ 6,500		0.0%
Maintenance - Apparatus Superintendent	\$ 30,761	\$ 24,700	\$ 24,700		0.0%
Renovations/Major Repairs	\$ -	\$ -	\$ -		#DIV/0!
Station Supplies & Expenses	\$ -	\$ -	\$ 500		#DIV/0!
Rent	\$ -	\$ -	\$ -		#DIV/0!
<b>Fire Station Sub Total</b>	<b>\$ 51,635</b>	<b>\$ 64,700</b>	<b>\$ 73,750</b>		<b>14.0%</b>

<b>Administration</b>					
Telephone, Internet, Etc.	\$ 2,267	\$ 2,200	\$ 2,500		13.6%
Office Supplies & Expenses	\$ -	\$ 2,000	\$ 2,000		0.0%
Membership	\$ 308	\$ 500	\$ 500		0.0%
Professional Services	\$ 4,738	\$ 4,000	\$ 4,000		0.0%
Insurance	\$ 17,167	\$ 18,000	\$ 18,000		0.0%
WCB	\$ 1,930	\$ 2,000	\$ 2,000		0.0%
EAP	\$ 634	\$ 1,160	\$ 1,160		0.0%
Computer Services	\$ 835	\$ 500	\$ 500		0.0%
Public Events	\$ 1,367	\$ 1,500	\$ 1,500		0.0%
Firefighter Honorarium	\$ 52,108	\$ 45,000	\$ 55,000		22.2%
Membership Recognition	\$ 1,234	\$ 4,000	\$ 4,000		0.0%
Uniforms	\$ 1,584	\$ 1,000	\$ 4,000		300.0%
Other	\$ 5,737	\$ 500	\$ 500		0.0%
<b>Administration Sub Total</b>	<b>\$ 89,910</b>	<b>\$ 82,360</b>	<b>\$ 95,660</b>		<b>16.1%</b>

<b>Long Term Debt Payments</b>					
Principal - Hantsport Pumper (#36-A-1)	\$ 24,921	\$ 24,921	\$ 24,921		0.0%
Interest - Hantsport Pumper (#36-A-1)	\$ 3,287	\$ 2,391	\$ 2,391		0.0%
Principal - Fire Truck Chassis (#37-A-1)	\$ 17,500	\$ 17,500	\$ 17,500		0.0%
Interest - Fire Truck Chassis (#37-A-1)	\$ 3,306	\$ 2,507	\$ 2,507		0.0%
Principal - Truck Box (#32-A-1) (Area Rate)	\$ 8,333	\$ -	\$ -		#DIV/0!
Interest - Truck Box (#32-A-1) (Area Rate)	\$ 565	\$ -	\$ -		#DIV/0!
Principal - Fire Hall Roof (#34-A-1) (Area Rate)	\$ 4,500	\$ 4,500	\$ 4,500		0.0%
Interest - Fire Hall Roof (#34-A-1) (Area Rate)	\$ 442	\$ 222	\$ 222		0.0%
Principal - Breathing Apparatuses (#38-B-1)	\$ 16,500	\$ 16,500	\$ 16,500		0.0%
Interest - Breathing Apparatuses (#38-B-1)	\$ 1,287	\$ 503	\$ 503		0.0%
Principal - Command Scene Lighting (#41-A-1)	\$ 917	\$ 2,751	\$ 2,751		0.0%
Interest - Command Scene Lighting (#41-A-1)	\$ 190	\$ 372	\$ 372		0.0%
Principal - Maxi Force Airbag Set (#41-A-1)	\$ 268	\$ 803	\$ 803		0.0%
Interest - Maxi Force Airbag Set (#41-A-1)	\$ 146	\$ 215	\$ 215		0.0%
Principal - Fire Station - Phase 1 & 2	\$ 42,338	\$ 127,015	\$ 127,015		0.0%
Interest - Fire Station - Phase 1 & 2	\$ 1,972	\$ 5,915	\$ 5,915		0.0%
100' Quint (to replace Engine 11)	\$ 45,626	\$ 136,877	\$ 136,877		0.0%
SCBA	\$ 1,785	\$ 5,354	\$ 5,354		0.0%
Proposed Additions 2023-24	\$ -	\$ 11,200	\$ -		-100.0%
HFD - Rear Parking Lot	\$ -	\$ -	\$ 7,750		#DIV/0!
HFD - Waterproofing Truck Bay Wall	\$ -	\$ -	\$ 4,288		#DIV/0!
HFD - Thermal Imaging Cameras	\$ -	\$ -	\$ 3,303		#DIV/0!
HFD - Master Intake Valve Repair (Truck 21)	\$ -	\$ -	\$ 3,743		#DIV/0!
Proposed Additions 2024-25	\$ -	\$ -	\$ 7,580		#DIV/0!
<b>Total Long Term Debt Payments</b>	<b>\$ 173,882</b>	<b>\$ 359,547</b>	<b>\$ 375,011</b>		<b>4.3%</b>
<b>Total Fire Service Operations</b>	<b>\$ 322,058</b>	<b>\$ 517,607</b>	<b>\$ 555,421</b>		<b>7.3%</b>

<b>Capital &amp; Reserve Expenses</b>					
Misc.	\$ -	\$ -	\$ -		#DIV/0!
Reserve Contributions	\$ -	\$ -	\$ -		#DIV/0!
<b>Capital &amp; Reserve Expenditures Sub Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>#DIV/0!</b>
<b>Total Hantsport Fire Expenses</b>	<b>\$ 397,858</b>	<b>\$ 613,607</b>	<b>\$ 662,421</b>		<b>8.0%</b>

<b>Surplus/Deficit</b>	<b>\$ (269,999)</b>	<b>\$ (0)</b>	<b>\$ -</b>		<b>0.0%</b>
<b>Total Hantsport Operating Less Debt</b>	<b>\$ 223,976</b>	<b>\$ 254,060</b>	<b>\$ 287,410</b>		<b>13.1%</b>

## Appendix 4 – Summerville Fire Budget

### West Hants Regional Municipality Summerville Fire Department 2024-25 Detailed Budget

REVENUE	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Fundraising / Donations	\$ 2,694	\$ -	\$ -	0.0%
Fire Protection Area Rate	\$ -	\$ -	\$ -	0.0%
Area Rates	\$ -	\$ -	\$ -	0.0%
Fire Society	\$ 18,804	\$ -	\$ -	0.0%
Municipal Costs	\$ 24,565	\$ 31,750	\$ 31,750	0.0%
Debt Servicing Contributions - West Hants	\$ -	\$ -	\$ -	0.0%
Capital (Debt Servicing) Contributions - Kings	\$ -	\$ -	\$ -	0.0%
Operation Contributions - Kings	\$ -	\$ -	\$ -	0.0%
Operation Contributions - Glooscap	\$ -	\$ -	\$ -	0.0%
Operation Contributions - East Hants	\$ -	\$ -	\$ -	0.0%
Operation Contributions - West Hants Fire Services	\$ 158,116	\$ 158,650	\$ 159,650	0.6%
Grants	\$ -	\$ -	\$ -	0.0%
Provincial / Federal Funding	\$ 2,938	\$ -	\$ -	0.0%
<b>Total Revenue</b>	<b>\$ 207,117</b>	<b>\$ 190,400</b>	<b>\$ 191,400</b>	<b>0.5%</b>
<b>EXPENSES</b>				
<b>Firefighting Operations</b>				
<i>Apparatus</i>				
Regular Maintenance	\$ 7,619	\$ 11,500	\$ 11,500	0.0%
Fuel	\$ 1,555	\$ 4,000	\$ 4,500	12.5%
Major Repairs	\$ 1,534	\$ -	\$ -	0.0%
<i>Apparatus Sub Total</i>	<i>\$ 10,708</i>	<i>\$ 15,500</i>	<i>\$ 16,000</i>	<i>3.2%</i>
<i>Equipment &amp; Services</i>				
Personal Protection	\$ 9,370	\$ 19,000	\$ 22,000	15.8%
Fire Suppression & Rescue Equipment	\$ 18,031	\$ 8,000	\$ 8,000	0.0%
Scab Testing, Inspection & Repairs	\$ 3,445	\$ 5,500	\$ 5,500	0.0%
Equipment Repairs & Maintenance	\$ 1,068	\$ 6,000	\$ 6,000	0.0%
Rehab Supplies	\$ 127	\$ 1,500	\$ 1,500	0.0%
<i>Equipment Sub Total</i>	<i>\$ 32,041</i>	<i>\$ 40,000</i>	<i>\$ 43,000</i>	<i>7.5%</i>
<i>Communications</i>				
Communication Equipment	\$ 3,593	\$ 4,500	\$ 6,000	33.3%
Maintenance & Testing	\$ 396	\$ 1,000	\$ 1,500	50.0%
Communication Expenses	\$ 1,511	\$ 1,800	\$ 1,800	0.0%
<i>Communication Sub Total</i>	<i>\$ 5,500</i>	<i>\$ 7,300</i>	<i>\$ 9,300</i>	<i>27.4%</i>
<b>Total Firefighting Operations</b>	<b>\$ 48,249</b>	<b>\$ 62,800</b>	<b>\$ 68,300</b>	<b>8.8%</b>

**EXPENSES****Training**

Fire Rescue Training (including travel & meals)	\$ 2,627	\$ 5,300	\$ 5,300	0.0%
Training Grounds, Equipment & Exercises	\$ -	\$ 2,000	\$ 2,000	0.0%
Medical First Responder	\$ -	\$ 1,500	\$ 1,500	0.0%
Seminars/Materials	\$ 508	\$ 1,500	\$ 1,500	0.0%
<b>Training Sub Total</b>	<b>\$ 4,702</b>	<b>\$ 10,300</b>	<b>\$ 10,300</b>	<b>0.0%</b>

**Fire Station**

Light & Power	\$ 3,050	\$ 5,500	\$ 6,000	9.1%
Heating	\$ 7,169	\$ 14,000	\$ 16,000	14.3%
General Maintenance & Grounds	\$ 9,622	\$ 14,500	\$ 14,500	0.0%
Building Maintenance	\$ -	\$ -	\$ -	0.0%
Emergency Equipment	\$ 2,004	\$ 5,500	\$ 5,500	0.0%
Snow Removal/Grounds	\$ 14,650	\$ 14,000	\$ 14,000	0.0%
Janitorial/Cleaning	\$ 1,759	\$ 4,000	\$ 5,500	37.5%
Maintenance - Apparatus Superintendent	\$ -	\$ -	\$ -	0.0%
Renovations/Major Repairs	\$ 5,224	\$ 17,000	\$ 17,000	0.0%
Station Supplies and Expenses	\$ 197	\$ 750	\$ 750	0.0%
Rent	\$ -	\$ -	\$ -	0.0%
<b>Fire Station Sub Total</b>	<b>\$ 43,674</b>	<b>\$ 75,250</b>	<b>\$ 79,250</b>	<b>5.3%</b>

**Administration**

Telephone, Internet, Etc.	\$ 3,490	\$ 5,500	\$ 4,000	-27.3%
Office Supplies & Expenses	\$ 1,866	\$ 2,500	\$ 2,500	0.0%
Membership	\$ 363	\$ 750	\$ 750	0.0%
Professional Services	\$ 1,847	\$ -	\$ -	#DIV/0!
Bank Charges/Interest	\$ 166	\$ 250	\$ 250	0.0%
Insurance	\$ 30,848	\$ -	\$ -	#DIV/0!
WCB	\$ -	\$ -	\$ -	0.0%
EAP	\$ -	\$ -	\$ -	0.0%
Computer Services	\$ 1,229	\$ 2,800	\$ 2,800	0.0%
Public Events	\$ 2,121	\$ 2,500	\$ 2,500	0.0%
Firefighter Honorarium	\$ 10,102	\$ 17,750	\$ 17,750	0.0%
Membership Recognition	\$ -	\$ 7,500	\$ 500	-93.3%
Uniforms	\$ 1,205	\$ 1,500	\$ 1,500	0.0%
Other	\$ 1,125	\$ 1,000	\$ 1,000	0.0%
<b>Administration Sub Total</b>	<b>\$ 51,995</b>	<b>\$ 42,050</b>	<b>\$ 33,550</b>	<b>-20.2%</b>

**Long Term Debt Payments**

Long Term Debt Payments	\$ -	\$ -	\$ -	0.0%
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<b>Total Fire Service Operations</b>	<b>\$ 100,371</b>	<b>\$ 127,600</b>	<b>\$ 123,100</b>	<b>-3.5%</b>
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**Capital & Reserve Expenses**

Long Term Debt - New Tanker	\$ -	\$ -	\$ -	0.0%
Long Term Debt - New Pumper	\$ -	\$ -	\$ -	0.0%
Payout - Credit Union Loan	\$ -	\$ -	\$ -	0.0%
<b>Capital &amp; Reserve Expenditures Sub Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>
<b>Total Summerville Fire Expenses</b>	<b>\$ 148,620</b>	<b>\$ 190,400</b>	<b>\$ 191,400</b>	<b>0.5%</b>

<b>Surplus/Deficit</b>	<b>\$ 58,497</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>
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## Appendix 5 – Walton Fire Budget

**West Hants Regional Municipality  
Walton Fire Department  
2024-25 Detailed Budget**

<b>REVENUE</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Fundraising / Donations	\$ -	\$ 78,354	\$ -	-100.0%
Fire Protection Area Rate	\$ -	\$ -	\$ -	#DIV/0!
Area Rates	\$ -	\$ -	\$ -	#DIV/0!
Fire Society	\$ -	\$ -	\$ -	#DIV/0!
Municipal Costs	\$ -	\$ -	\$ -	#DIV/0!
Debt Servicing Contributions - West Hants	\$ -	\$ -	\$ -	#DIV/0!
Capital (Debt Servicing) Contributions - Kings	\$ -	\$ -	\$ -	#DIV/0!
Operation Contributions - Kings	\$ -	\$ -	\$ -	#DIV/0!
Operation Contributions - Glooscap	\$ -	\$ -	\$ -	#DIV/0!
Operation Contributions - East Hants	\$ -	\$ 44,946	\$ 49,115	9.3%
Operation Contributions - West Hants Fire Services	\$ -	\$ 43,850	\$ 43,850	0.0%
Grants	\$ -	\$ -	\$ 11,506	#DIV/0!
Provincial / Federal Funding	\$ -	\$ -	\$ -	#DIV/0!
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ 167,150</b>	<b>\$ 104,471</b>	<b>-37.5%</b>
<b>EXPENSES</b>				
<b>Firefighting Operations</b>				
<i>Apparatus</i>				
Regular Maintenance	\$ -	\$ 10,000	\$ 10,000	0.0%
Fuel	\$ -	\$ 5,000	\$ 5,000	0.0%
Major Repairs	\$ -	\$ 9,000	\$ 9,000	0.0%
<i>Apparatus Sub Total</i>	<b>\$ -</b>	<b>\$ 24,000</b>	<b>\$ 24,000</b>	<b>0.0%</b>
<i>Equipment &amp; Services</i>				
Personal Protection	\$ -	\$ 10,000	\$ 15,000	50.0%
Fire Suppression & Rescue Equipment	\$ -	\$ 15,000	\$ 15,000	0.0%
Scab Testing, Inspection & Repairs	\$ -	\$ 6,000	\$ 6,000	0.0%
Equipment Repairs & Maintenance	\$ -	\$ 9,000	\$ 9,000	0.0%
Rehab Supplies	\$ -	\$ 4,500	\$ 4,000	-11.1%
<i>Equipment Sub Total</i>	<b>\$ -</b>	<b>\$ 44,500</b>	<b>\$ 49,000</b>	<b>10.1%</b>
<i>Communications</i>				
Dispatch	\$ -	\$ 300	\$ 300	0.0%
Communication Equipment	\$ -	\$ -	\$ 6,000	#DIV/0!
Maintenance & Testing	\$ -	\$ -	\$ 500	#DIV/0!
Communication Expenses	\$ -	\$ -	\$ -	#DIV/0!
<i>Communication Sub Total</i>	<b>\$ -</b>	<b>\$ 300</b>	<b>\$ 6,800</b>	<b>2166.7%</b>
<b>Total Firefighting Operations</b>	<b>\$ -</b>	<b>\$ 68,800</b>	<b>\$ 79,800</b>	<b>16.0%</b>

**EXPENSES****Training**

Fire Rescue Training (including travel & meals)	\$ -	\$ 12,000	\$ 8,000	-33.3%
Training Grounds, Equipment & Exercises	\$ -	\$ -	\$ 2,000	0.0%
Medical First Responder	\$ -	\$ 3,400	\$ 3,400	0.0%
Seminars/Materials	\$ -	\$ 1,000	\$ 1,000	0.0%
<i>Training Sub Total</i>	\$ -	\$ 16,400	\$ 14,400	-12.2%

**Fire Station**

Light & Power	\$ -	\$ 4,000	\$ 4,000	0.0%
Heating	\$ -	\$ 6,000	\$ 6,000	0.0%
General Maintenance & Grounds	\$ -	\$ 200	\$ 200	0.0%
Building Maintenance	\$ -	\$ 10,000	\$ 8,000	100.0%
Emergency Equipment	\$ -	\$ -	\$ 1,000	#DIV/0!
Snow Removal/Grounds	\$ -	\$ 1,500	\$ 1,500	0.0%
Janitorial/Cleaning	\$ -	\$ -	\$ 1,000	0.0%
Maintenance - Apparatus Superintendent	\$ -	\$ -	\$ -	0.0%
Renovations/Major Repairs	\$ -	\$ -	\$ -	#DIV/0!
Station Supplies and Expenses	\$ -	\$ -	\$ -	0.0%
Rent	\$ -	\$ -	\$ -	0.0%
<i>Fire Station Sub Total</i>	\$ -	\$ 21,700	\$ 21,700	0.0%

**Administration**

Telephone, Internet, Etc.	\$ -	\$ 1,500	\$ 13,000	766.7%
Office Supplies & Expenses	\$ -	\$ 200	\$ 200	0.0%
Membership	\$ -	\$ 400	\$ 400	0.0%
Professional Services	\$ -	\$ 700	\$ 700	0.0%
Bank Charges/Interest	\$ -	\$ 2,500	\$ 1,500	-40.0%
Insurance	\$ -	\$ 25,900	\$ 30,000	15.8%
WCB	\$ -	\$ -	\$ -	0.0%
EAP	\$ -	\$ -	\$ -	0.0%
Computer Services	\$ -	\$ 550	\$ -	-100.0%
Public Events	\$ -	\$ -	\$ -	0.0%
Firefighter Honorarium	\$ -	\$ -	\$ -	0.0%
Membership Recognition	\$ -	\$ -	\$ 2,500	0.0%
Uniforms	\$ -	\$ 7,500	\$ 3,000	-60.0%
Other	\$ -	\$ -	\$ -	0.0%
<i>Administration Sub Total</i>	\$ -	\$ 39,250	\$ 51,300	30.7%

<i>Long Term Debt Payments</i>	\$ -	\$ 21,000	\$ -	-100.0%
<b>Total Fire Service Operations</b>	\$ -	\$ 98,350	\$ 87,400	-11.1%

**Capital & Reserve Expenses**

Truck Bay floor	\$ -	\$ -	\$ -	#DIV/0!
Transfer to Reserves	\$ -	\$ -	\$ 12,000	#DIV/0!
<i>Capital &amp; Reserve Expenditures Sub Total</i>	\$ -	\$ -	\$ 12,000	#DIV/0!
<b>Total Walton Fire Expenses</b>	\$ -	\$ 167,150	\$ 179,200	7.2%
<b>Surplus/Deficit</b>	\$ -	\$ -	\$ (74,729)	0.0%

## Appendix 6 – Brooklyn Fire – Station 1

### West Hants Regional Municipality Brooklyn Station 1 Fire Service 2024-25 Detailed Budget

REVENUE	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Fundraising / Donations	\$ -	\$ -	\$ -	0.0%
Fire Protection Area Rate	\$ -	\$ -	\$ -	0.0%
Area Rates	\$ -	\$ -	\$ -	0.0%
Fire Society	\$ -	\$ -	\$ -	0.0%
Municipal Costs	\$ 122,582	\$ 106,630	\$ 113,380	6.3%
Debt Servicing Contributions - West Hants	\$ -	\$ -	\$ -	0.0%
Capital (Debt Servicing) Contributions - Kings	\$ -	\$ -	\$ -	0.0%
Operation Contributions - Kings	\$ -	\$ -	\$ -	0.0%
Operation Contributions - Glooscap	\$ -	\$ -	\$ -	0.0%
Operation Contributions - East Hants	\$ 60,606	\$ 61,000	\$ 86,333	41.5%
Operation Contributions - West Hants Fire Services	\$ 138,495	\$ 215,360	\$ 230,642	7.1%
Grants	\$ 5,833	\$ -	\$ -	0.0%
Provincial / Federal Funding	\$ 2,178	\$ -	\$ -	0.0%
<b>Total Revenue</b>	<b>\$ 329,694</b>	<b>\$ 382,990</b>	<b>\$ 430,355</b>	<b>12.4%</b>
<b>EXPENSES</b>				
<b>Firefighting Operations</b>				
<i>Apparatus</i>				
Regular Maintenance	\$ 18,989	\$ 42,500	\$ 50,000	17.6%
Fuel	\$ 4,997	\$ 14,250	\$ 17,500	22.8%
Major Repairs	\$ 8,384	\$ 10,000	\$ -	-100.0%
<i>Apparatus Sub Total</i>	<i>\$ 32,370</i>	<i>\$ 66,750</i>	<i>\$ 67,500</i>	<i>1.1%</i>
<i>Equipment &amp; Services</i>				
Personal Protection	\$ 20,167	\$ 51,000	\$ 38,500	-24.5%
Fire Suppression & Rescue Equipment	\$ 28,933	\$ 23,000	\$ 21,000	-8.7%
Scab Testing, Inspection & Repairs	\$ 2,425	\$ 6,000	\$ 15,750	162.5%
Equipment Repairs & Maintenance	\$ 4,027	\$ 7,000	\$ 14,000	100.0%
Rehab Supplies	\$ 434	\$ 1,300	\$ 3,150	142.3%
<i>Equipment Sub Total</i>	<i>\$ 55,986</i>	<i>\$ 88,300</i>	<i>\$ 92,400</i>	<i>4.6%</i>
<i>Communications</i>				
Communication Equipment	\$ 7,093	\$ 7,000	\$ 9,800	40.0%
Maintenance & Testing	\$ 70	\$ 750	\$ 700	-6.7%
Communication Expenses	\$ 2,585	\$ 1,500	\$ 2,950	96.7%
<i>Communication Sub Total</i>	<i>\$ 9,747</i>	<i>\$ 9,250</i>	<i>\$ 13,450</i>	<i>45.4%</i>
<b>Total Firefighting Operations</b>	<b>\$ 98,103</b>	<b>\$ 164,300</b>	<b>\$ 173,350</b>	<b>5.5%</b>

**EXPENSES****Training**

Fire Rescue Training (including travel & meals)	\$ 5,049	\$ 7,000	\$ 15,225	117.5%
Training Grounds, Equipment & Exercises	\$ 7,162	\$ 10,000	\$ 15,000	50.0%
Medical First Responder	\$ -	\$ 610	\$ 2,000	227.9%
Seminars/Materials	\$ -	\$ 2,500	\$ 2,000	-20.0%
<b>Training Sub Total</b>	<b>\$ 12,211</b>	<b>\$ 20,110</b>	<b>\$ 34,225</b>	<b>70.2%</b>

**Fire Station**

Light & Power	\$ 13,914	\$ 25,000	\$ 27,250	9.0%
Heating	\$ -	\$ -	\$ -	0.0%
General Maintenance & Grounds	\$ 8,308	\$ 16,000	\$ 26,100	63.1%
Building Maintenance	\$ 11,116	\$ 10,000	\$ 10,000	0.0%
Emergency Equipment	\$ 488	\$ 1,500	\$ 2,000	33.3%
Snow Removal/Grounds	\$ 12,064	\$ 19,430	\$ 19,430	0.0%
Janitorial/Cleaning	\$ 1,990	\$ 1,500	\$ 1,500	0.0%
Maintenance - Apparatus Superintendent	\$ 24,244	\$ 41,000	\$ 42,000	2.4%
Renovations/Major Repairs	\$ 172	\$ -	\$ -	#DIV/0!
Station Supplies and Expenses	\$ -	\$ 4,000	\$ 1,500	-62.5%
Rent	\$ -	\$ -	\$ -	0.0%
<b>Fire Station Sub Total</b>	<b>\$ 72,298</b>	<b>\$ 118,430</b>	<b>\$ 129,780</b>	<b>9.6%</b>

**Administration**

Telephone, Internet, Etc.	\$ 2,861	\$ 4,200	\$ 3,500	-16.7%
Office Supplies & Expenses	\$ 3,472	\$ 4,000	\$ 5,000	25.0%
Membership	\$ 339	\$ 500	\$ 300	-40.0%
Professional Services	\$ 1,884	\$ 30	\$ 100	233.3%
Bank Charges/Interest	\$ 398	\$ 620	\$ 400	-35.5%
Insurance	\$ 26,472	\$ -	\$ 2,500	#DIV/0!
WCB	\$ -	\$ -	\$ -	0.0%
EAP	\$ -	\$ -	\$ -	0.0%
Computer Services	\$ 1,474	\$ 3,000	\$ 3,000	0.0%
Public Events	\$ 963	\$ 1,000	\$ 7,000	600.0%
Firefighter Honorarium	\$ 59,153	\$ 53,000	\$ 55,000	3.8%
Membership Recognition	\$ 2,882	\$ 5,600	\$ 8,500	51.8%
Uniforms	\$ 2,750	\$ 4,400	\$ 3,900	-11.4%
Other	\$ 1,308	\$ 3,800	\$ 3,800	0.0%
<b>Administration Sub Total</b>	<b>\$ 103,957</b>	<b>\$ 80,150</b>	<b>\$ 93,000</b>	<b>16.0%</b>

<b>Long Term Debt Payments</b>	<b>\$ 13,691</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>
<b>Total Fire Service Operations</b>	<b>\$ 202,157</b>	<b>\$ 218,690</b>	<b>\$ 257,005</b>	<b>17.5%</b>

**Capital & Reserve Expenses**

Misc.	\$ -	\$ -	\$ -	#DIV/0!
Reserve Contributions	\$ -	\$ -	\$ -	#DIV/0!
<b>Capital &amp; Reserve Expenditures Sub Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>
<b>Total BFD Station 1 Fire Expenses</b>	<b>\$ 300,261</b>	<b>\$ 382,990</b>	<b>\$ 430,355</b>	<b>12.4%</b>
<b>Surplus/Deficit</b>	<b>\$ 29,433</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>

## Appendix 7 – Brooklyn Fire - Station 2

### West Hants Regional Municipality Brooklyn Station 2 Fire Service 2024-25 Detailed Budget

REVENUE	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Fundraising / Donations	\$ -	\$ -	\$ -	0.0%
Fire Protection Area Rate	\$ -	\$ -	\$ -	0.0%
Area Rates	\$ -	\$ -	\$ -	0.0%
Fire Society	\$ -	\$ -	\$ -	0.0%
Municipal Costs	\$ 66,902	\$ 54,300	\$ 60,767	11.9%
Debt Servicing Contributions - West Hants	\$ -	\$ -	\$ -	0.0%
Capital (Debt Servicing) Contributions - Kings	\$ -	\$ -	\$ -	0.0%
Operation Contributions - Kings	\$ -	\$ -	\$ -	0.0%
Operation Contributions - Glooscap	\$ -	\$ -	\$ -	0.0%
Operation Contributions - East Hants	\$ -	\$ -	\$ -	0.0%
Operation Contributions - West Hants Fire Services	\$ 105,337	\$ 110,570	\$ 108,223	-2.1%
Grants	\$ 1,333	\$ -	\$ -	0.0%
Provincial / Federal Funding	\$ 544	\$ -	\$ -	0.0%
<b>Total Revenue</b>	<b>\$ 174,117</b>	<b>\$ 164,870</b>	<b>\$ 168,990</b>	<b>2.5%</b>
<b>EXPENSES</b>				
<b>Firefighting Operations</b>				
<i>Apparatus</i>				
Regular Maintenance	\$ 3,612	\$ 10,000	\$ 10,000	0.0%
Fuel	\$ 2,343	\$ 8,000	\$ 7,500	-6.3%
Major Repairs	\$ 1,107	\$ 6,000	\$ -	-100.0%
<i>Apparatus Sub Total</i>	<i>\$ 7,062</i>	<i>\$ 24,000</i>	<i>\$ 17,500</i>	<i>-27.1%</i>
<i>Equipment &amp; Services</i>				
Personal Protection	\$ 7,810	\$ 16,000	\$ 16,500	3.1%
Fire Suppression & Rescue Equipment	\$ 10,617	\$ 17,000	\$ 9,000	-47.1%
Scab Testing, Inspection & Repairs	\$ 1,578	\$ 2,000	\$ 6,750	237.5%
Equipment Repairs & Maintenance	\$ 1,150	\$ 4,000	\$ 6,000	50.0%
Rehab Supplies	\$ 223	\$ 700	\$ 1,350	92.9%
<i>Equipment Sub Total</i>	<i>\$ 21,378</i>	<i>\$ 39,700</i>	<i>\$ 39,600</i>	<i>-0.3%</i>
<i>Communications</i>				
Communication Equipment	\$ 2,812	\$ 2,500	\$ 4,200	68.0%
Maintenance & Testing	\$ -	\$ -	\$ 300	#DIV/0!
Communication Expenses	\$ 644	\$ 400	\$ 1,250	212.5%
<i>Communication Sub Total</i>	<i>\$ 3,456</i>	<i>\$ 2,900</i>	<i>\$ 5,750</i>	<i>98.3%</i>
<b>Total Firefighting Operations</b>	<b>\$ 31,895</b>	<b>\$ 66,600</b>	<b>\$ 62,850</b>	<b>-5.6%</b>

**EXPENSES****Training**

Fire Rescue Training (including travel & meals)	\$ 1,586	\$ 4,500	\$ 6,525	45.0%
Training Grounds, Equipment & Exercises	\$ -	\$ 2,000		-100.0%
Medical First Responder	\$ 43	\$ 390	\$ 1,000	156.4%
Seminars/Materials	\$ 296	\$ 2,000	\$ 1,098	-45.1%
<i>Training Sub Total</i>	\$ 1,925	\$ 8,890	\$ 8,623	-3.0%

**Fire Station**

Light & Power	\$ 3,375	\$ 3,300	\$ 3,597	9.0%
Heating	\$ 7,227	\$ 5,000	\$ 5,170	3.4%
General Maintenance & Grounds	\$ 1,415	\$ 6,200	\$ 4,000	-35.5%
Building Maintenance	\$ 5,839	\$ 5,000	\$ 7,500	50.0%
Emergency Equipment	\$ -	\$ -		#DIV/0!
Snow Removal/Grounds	\$ 3,998	\$ 11,500	\$ 11,500	0.0%
Janitorial/Cleaning	\$ 764	\$ -	\$ 200	#DIV/0!
Maintenance - Apparatus Superintendent	\$ 9,529	\$ 16,100	\$ 16,500	2.5%
Renovations/Major Repairs	\$ -	\$ -		#DIV/0!
Station Supplies and Expenses	\$ -	\$ 1,500	\$ 1,650	10.0%
Rent	\$ -	\$ -		#DIV/0!
<i>Fire Station Sub Total</i>	\$ 32,147	\$ 48,600	\$ 50,117	3.1%

**Administration**

Telephone, Internet, Etc.	\$ 339	\$ 500	\$ -	-100.0%
Office Supplies & Expenses	\$ 592	\$ 3,000	\$ 4,000	33.3%
Membership	\$ 48	\$ 100	\$ 100	0.0%
Professional Services	\$ 1,496	\$ 30	\$ -	-100.0%
Bank Charges/Interest	\$ -	\$ -	\$ -	#DIV/0!
Insurance	\$ 13,793	\$ -	\$ 1,000	#DIV/0!
WCB	\$ 466	\$ -	\$ -	#DIV/0!
EAP	\$ -	\$ -	\$ -	#DIV/0!
Computer Services	\$ 761	\$ 1,800	\$ 2,000	11.1%
Public Events	\$ 150	\$ 350	\$ 2,000	471.4%
Firefighter Honorarium	\$ 33,331	\$ 30,000	\$ 33,000	10.0%
Membership Recognition	\$ 720	\$ 2,400	\$ 3,500	45.8%
Uniforms	\$ 642	\$ 1,900	\$ 1,600	-15.8%
Other	\$ 1,773	\$ 700	\$ 200	-71.4%
<i>Administration Sub Total</i>	\$ 54,111	\$ 40,780	\$ 47,400	16.2%

<i>Long Term Debt Payments</i>	\$ -	\$ -	\$ -	#DIV/0!
<b>Total Fire Service Operations</b>	\$ 88,183	\$ 98,270	\$ 106,140	8.0%

**Capital & Reserve Expenses**

Misc.	\$ -	\$ -	\$ -	#DIV/0!
Reserve Contributions	\$ -	\$ -	\$ -	#DIV/0!
<i>Capital &amp; Reserve Expenditures Sub Total</i>	\$ -	\$ -	\$ -	#DIV/0!
<b>Total BFD Station 2 Fire Expenses</b>	\$ 120,078	\$ 164,870	\$ 168,990	2.5%

<b>Surplus/Deficit</b>	\$ 54,038	\$ -	\$ -	0.0%
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## Appendix 8 – Windsor Fire Department

### West Hants Regional Municipality Windsor Fire Department 2024-25 Detailed Budget

REVENUE	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Fundraising / Donations	\$ -	\$ -	\$ -	0.0%
Fire Protection Area Rate	\$ -	\$ -	\$ -	0.0%
Area Rates	\$ -	\$ -	\$ -	0.0%
Fire Society	\$ -	\$ -	\$ -	0.0%
Municipal Costs	\$ -	\$ 312,390	\$ 375,780	20.3%
Debt Servicing Contributions - West Hants	\$ -	\$ -	\$ -	0.0%
Debt Servicing Contributions - Kings	\$ -	\$ -	\$ -	0.0%
Operation Contributions - Kings	\$ -	\$ -	\$ -	0.0%
Operation Contributions - Glooscap	\$ -	\$ -	\$ -	0.0%
Operation Contributions - East Hants	\$ -	\$ -	\$ -	0.0%
Operation Contributions - West Hants Fire Services	\$ -	\$ -	\$ -	0.0%
Grants	\$ -	\$ -	\$ -	0.0%
Provincial / Federal Funding	\$ -	\$ -	\$ -	0.0%
Fire Protection Area Rate	\$ -	\$ -	\$ -	0.0%
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ 312,390</b>	<b>\$ 375,780</b>	<b>20.3%</b>

#### EXPENSES

##### Firefighting Operations

###### Apparatus

Regular Maintenance	\$ 17,750	\$ 31,000	\$ 32,000	3.2%
Fuel	\$ 6,575	\$ 7,000	\$ 7,200	2.9%
Major Repairs	\$ 1,675	\$ 13,559	\$ -	-100.0%
<i>Apparatus Sub Total</i>	<i>\$ 26,001</i>	<i>\$ 51,559</i>	<i>\$ 39,200</i>	<i>-24.0%</i>

###### Equipment & Services

Personal Protection	\$ 35,567	\$ 26,000	\$ 50,000	92.3%
Fire Suppression & Rescue Equipment	\$ 13,808	\$ 16,000	\$ 22,475	40.5%
Scab Testing, Inspection & Repairs	\$ 4,379	\$ 10,000	\$ 10,000	0.0%
Equipment Repairs & Maintenance	\$ 9,548	\$ 9,000	\$ 9,000	0.0%
Rehab Supplies	\$ 659	\$ 1,500	\$ 1,500	0.0%
<i>Equipment Sub Total</i>	<i>\$ 63,960</i>	<i>\$ 62,500</i>	<i>\$ 92,975</i>	<i>48.8%</i>

###### Communications

Communication Equipment	\$ 7,154	\$ 6,700	\$ 6,890	2.8%
Maintenance & Testing	\$ 1,978	\$ 1,500	\$ 1,500	0.0%
Communication Expenses	\$ 1,228	\$ 2,200	\$ 2,250	2.3%
<i>Communication Sub Total</i>	<i>\$ 10,361</i>	<i>\$ 10,400</i>	<i>\$ 10,640</i>	<i>2.3%</i>

**Total Firefighting Operations**    **\$ 100,322**    **\$ 124,459**    **\$ 142,815**    **14.7%**

**EXPENSES****Training**

Fire Rescue Training (including travel & meals)	\$ 9,892	\$ 7,500	\$ 21,500	186.7%
Training Grounds, Equipment & Exercises	\$ 55	\$ 500	\$ 500	0.0%
Medical First Responder	\$ -	\$ 820	\$ 820	0.0%
Seminars/Materials	\$ 1,074	\$ 1,500	\$ 1,500	0.0%
<b>Training Sub Total</b>	<b>\$ 11,021</b>	<b>\$ 10,320</b>	<b>\$ 24,320</b>	<b>135.7%</b>

**Fire Station**

Light & Power	\$ -	\$ -	\$ -	#DIV/0!
Heating	\$ -	\$ -	\$ -	#DIV/0!
General Maintenance & Grounds	\$ (1,164)	\$ 5,400	\$ 5,400	0.0%
Building Maintenance	\$ -	\$ -	\$ -	#DIV/0!
Emergency Equipment	\$ 85	\$ 1,000	\$ 1,000	0.0%
Snow Removal/Grounds	\$ -	\$ -	\$ -	#DIV/0!
Janitorial/Cleaning	\$ 31	\$ 5,000	\$ 5,150	3.0%
Maintenance - Apparatus Superintendent	\$ 25,955	\$ 24,700	\$ 25,450	3.0%
Renovations/Major Repairs	\$ 344	\$ 2,000	\$ -	-100.0%
Station Supplies and Expenses	\$ 661	\$ 2,000	\$ 2,000	0.0%
Rent	\$ 64,344	\$ 66,711	\$ 81,290	21.9%
<b>Fire Station Sub Total</b>	<b>\$ 90,256</b>	<b>\$ 106,811</b>	<b>\$ 120,290</b>	<b>12.6%</b>

**Administration**

Telephone, Internet, Etc.	\$ 4,163	\$ 4,000	\$ 4,100	2.5%
Office Supplies & Expenses	\$ 2,010	\$ 2,000	\$ 5,005	150.3%
Membership	\$ 1,038	\$ 1,000	\$ 1,000	0.0%
Professional Services	\$ 3,005	\$ -	\$ -	#DIV/0!
Bank Charges/Interest	\$ -	\$ -	\$ -	#DIV/0!
Insurance	\$ 15,724	\$ -	\$ -	#DIV/0!
WCB	\$ -	\$ -	\$ -	#DIV/0!
EAP	\$ -	\$ -	\$ -	#DIV/0!
Computer Services	\$ 2,180	\$ 3,500	\$ 15,500	342.9%
Public Events	\$ 716	\$ 800	\$ 800	0.0%
Firefighter Honorarium	\$ 39,079	\$ 49,000	\$ 51,450	5.0%
Membership Recognition	\$ 1,714	\$ 6,500	\$ 6,500	0.0%
Uniforms	\$ 3,732	\$ 4,000	\$ 4,000	0.0%
Other	\$ 2,927	\$ -	\$ -	#DIV/0!
<b>Administration Sub Total</b>	<b>\$ 76,288</b>	<b>\$ 70,800</b>	<b>\$ 88,355</b>	<b>24.8%</b>

**Long Term Debt Payments**

<b>Long Term Debt Payments</b>	<b>\$ -</b>			
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<b>Total Fire Service Operations</b>	<b>\$ 177,565</b>	<b>\$ 187,931</b>	<b>\$ 232,965</b>	<b>24.0%</b>
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**Capital & Reserve Expenses**

Misc.	\$ -	\$ -	\$ -	#DIV/0!
Reserve Contributions	\$ -	\$ -	\$ -	#DIV/0!
<b>Capital &amp; Reserve Expenditures Sub Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>

<b>Total Windsor Fire Expenses</b>	<b>\$ 277,887</b>	<b>\$ 312,390</b>	<b>\$ 375,780</b>	<b>20.3%</b>
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<b>Surplus/Deficit</b>	<b>\$ (277,887)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>
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## Appendix 9 – Southwest Hants Fire Budget

### West Hants Regional Municipality Southwest Hants Fire Service 2024-25 Detailed Budget

REVENUE	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Fundraising / Donations	\$ 333	\$ 5,000	\$ -	-100.0%
Fire Protection Area Rate	\$ -	\$ -	\$ -	#DIV/0!
Area Rates	\$ -	\$ -	\$ -	#DIV/0!
Fire Society	\$ 7,047	\$ 15,795	\$ 29,095	84.2%
Municipal Costs	\$ -	\$ 72,970	\$ 87,165	19.5%
Debt Servicing Contributions - West Hants	\$ -	\$ -	\$ -	#DIV/0!
Capital (Debt Servicing) Contributions - Kings	\$ -	\$ -	\$ -	#DIV/0!
Operation Contributions - Kings	\$ -	\$ -	\$ -	#DIV/0!
Operation Contributions - Glooscap	\$ -	\$ -	\$ -	#DIV/0!
Operation Contributions - East Hants	\$ -	\$ -	\$ -	#DIV/0!
Operation Contributions - West Hants Fire Services	\$ -	\$ -	\$ -	#DIV/0!
Grants	\$ -	\$ -	\$ -	#DIV/0!
Provincial / Federal Funding	\$ -	\$ -	\$ -	#DIV/0!
<b>Total Revenue</b>	<b>\$ 7,380</b>	<b>\$ 93,765</b>	<b>\$ 116,260</b>	<b>24.0%</b>
<b>EXPENSES</b>				
<b>Firefighting Operations</b>				
<i>Apparatus</i>				
Regular Maintenance	\$ 7,506	\$ 8,500	\$ 8,500	0.0%
Fuel	\$ 1,231	\$ 1,200	\$ 1,200	0.0%
Major Repairs	\$ -	\$ -	\$ -	0.0%
<i>Apparatus Sub Total</i>	<i>\$ 8,737</i>	<i>\$ 9,700</i>	<i>\$ 9,700</i>	<i>0.0%</i>
<i>Equipment &amp; Services</i>				
Personal Protection	\$ 7,263	\$ 12,000	\$ 15,400	28.3%
Fire Suppression & Rescue Equipment	\$ 2,812	\$ 8,690	\$ 12,900	48.5%
Scab Testing, Inspection & Repairs	\$ 499	\$ 1,800	\$ 1,800	0.0%
Equipment Repairs & Maintenance	\$ 2,147	\$ 2,300	\$ 2,300	0.0%
Rehab Supplies	\$ 8	\$ 500	\$ 500	0.0%
Other	\$ 2,712	\$ -	\$ -	0.0%
<i>Equipment Sub Total</i>	<i>\$ 15,441</i>	<i>\$ 25,290</i>	<i>\$ 32,900</i>	<i>30.1%</i>
<i>Communications</i>				
Communication Equipment	\$ 1,399	\$ 2,000	\$ 2,000	0.0%
Maintenance & Testing	\$ 475	\$ 500	\$ 500	0.0%
Communication Expenses	\$ 150	\$ -	\$ -	#DIV/0!
<i>Communication Sub Total</i>	<i>\$ 2,023</i>	<i>\$ 2,500</i>	<i>\$ 2,500</i>	<i>0.0%</i>
<b>Total Firefighting Operations</b>	<b>\$ 26,202</b>	<b>\$ 37,490</b>	<b>\$ 45,100</b>	<b>20.3%</b>
<b>Training</b>				
Fire Rescue Training (including travel & meals)	\$ 2,214	\$ 1,500	\$ 3,600	140.0%
Training Grounds, Equipment & Exercises	\$ -	\$ -	\$ -	#DIV/0!
Medical First Responder	\$ -	\$ 1,230	\$ 1,230	0.0%
Seminars/Materials	\$ 200	\$ 1,000	\$ 1,000	0.0%
<i>Training Sub Total</i>	<i>\$ 2,414</i>	<i>\$ 3,730</i>	<i>\$ 5,830</i>	<i>56.3%</i>

**EXPENSES**

<b>Fire Station</b>					
Light & Power	\$ 1,733	\$ 7,490	\$ 8,465		13.0%
Heating	\$ 747	\$ 4,200	\$ 6,835		62.7%
General Maintenance & Grounds	\$ 1,586	\$ 1,500	\$ 2,300		53.3%
Building Maintenance	\$ -	\$ -	\$ 2,400		0.0%
Emergency Equipment	\$ 863	\$ 1,000	\$ 1,500		50.0%
Snow Removal/Grounds	\$ 109	\$ 1,500	\$ 5,000		233.3%
Janitorial/Cleaning	\$ -	\$ 2,400	\$ 2,400		0.0%
Maintenance - Apparatus Superintendent	\$ 6,681	\$ 12,300	\$ 12,680		3.1%
Renovations/Major Repairs	\$ 4,675	\$ -	\$ -		#DIV/0!
Station Supplies and Expenses	\$ 35	\$ 110	\$ -		-100.0%
Rent	\$ -	\$ -	\$ -		#DIV/0!
<i>Fire Station Sub Total</i>	<b>\$ 16,429</b>	<b>\$ 30,500</b>	<b>\$ 41,580</b>		<b>36.3%</b>

**Administration**

Telephone, Internet, Etc.	\$ 697	\$ 1,500	\$ 1,550		3.3%
Office Supplies & Expenses	\$ 85	\$ 250	\$ 250		0.0%
Membership	\$ -	\$ 100	\$ 100		0.0%
Professional Services	\$ 784	\$ -	\$ -		#DIV/0!
Bank Charges/Interest	\$ -	\$ -	\$ -		#DIV/0!
Insurance	\$ 2,901	\$ 4,995	\$ 5,200		4.1%
WCB	\$ -	\$ -	\$ -		#DIV/0!
EAP	\$ -	\$ -	\$ -		#DIV/0!
Computer Services	\$ 281	\$ 1,200	\$ 2,000		66.7%
Public Events	\$ 361	\$ 2,000	\$ 2,000		0.0%
Firefighter Honorarium	\$ 8,569	\$ 9,000	\$ 9,450		5.0%
Membership Recognition	\$ 115	\$ 2,000	\$ 2,000		0.0%
Uniforms	\$ 825	\$ 1,000	\$ 1,200		20.0%
Other	\$ 706	\$ -	\$ -		#DIV/0!
<i>Administration Sub Total</i>	<b>\$ 15,325</b>	<b>\$ 22,045</b>	<b>\$ 23,750</b>		<b>7.7%</b>

*Long Term Debt Payments* \$ - \$ - \$ - #DIV/0!

**Total Fire Service Operations** \$ **34,167** \$ **56,275** \$ **71,160** **26.5%**

**Capital & Reserve Expenses**

Misc.	\$ -	\$ -	\$ -		#DIV/0!
Reserve Contributions	\$ -	\$ -	\$ -		#DIV/0!
<i>Capital &amp; Reserve Expenditures Sub Total</i>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>#DIV/0!</b>
<b>Total SWH Fire Expenses</b>	<b>\$ 60,369</b>	<b>\$ 93,765</b>	<b>\$ 116,260</b>		<b>24.0%</b>

**Surplus/Deficit** \$ **(52,989)** \$ - \$ - **0.0%**

## Appendix 10 – Department of Administration and Governance

### West Hants Regional Municipality Department of Administration and Governance 2024-25 Detailed Budget

Legislation	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Mayor	\$ 56,160	\$ 61,700	\$ 64,763	5.0%
Councilors	\$ 339,879	\$ 365,200	\$ 389,139	6.6%
Citizen Members	\$ 5,263	\$ 6,000	\$ 6,000	0.0%
Training & Development	\$ 15,302	\$ 3,000	\$ 15,000	400.0%
Committee of Council Expenses	\$ -	\$ -	\$ 7,500	#DIV/0!
Other Legislative Expenses	\$ 11,459	\$ 20,000	\$ 20,000	0.0%
<b>Total Legislation</b>	<b>\$ 428,064</b>	<b>\$ 455,900</b>	<b>\$ 502,402</b>	<b>10.2%</b>

#### Office of CAO

##### Salaries

Salaries - Full time	\$ 329,664	\$ 364,000	\$ 421,977	15.9%
Overtime	\$ 13,234	\$ -	\$ 13,000	#DIV/0!
Benefits & Deductions	\$ 45,228	\$ 58,200	\$ 76,613	31.6%
<i>Total Salary &amp; Benefits</i>	<i>\$ 388,127</i>	<i>\$ 422,200</i>	<i>\$ 511,590</i>	<i>21.2%</i>

##### CAO Administration

Mileage & Expenses	\$ 2,208	\$ 2,500	\$ 4,500	80.0%
Training & Development	\$ 2,396	\$ 7,000	\$ 7,000	0.0%
Membership Fees	\$ 14,779	\$ 6,000	\$ 8,300	38.3%
Professional Services	\$ 52,068	\$ 60,000	\$ 40,000	-33.3%
<i>Total CAO Administration</i>	<i>\$ 71,451</i>	<i>\$ 75,500</i>	<i>\$ 59,800</i>	<i>-20.8%</i>
<b>Total Office of the CAO</b>	<b>\$ 459,578</b>	<b>\$ 497,700</b>	<b>\$ 571,390</b>	<b>14.8%</b>

#### West Hants Area Rate

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Pension Shortfall Bennett	\$ 3,867	\$ 6,000	\$ 6,000	0.0%
Pension (Haley)	\$ 11,855	\$ 10,050	\$ 10,050	0.0%
<b>Total Area Rate Expenses</b>	<b>\$ 15,722</b>	<b>\$ 16,050</b>	<b>\$ 16,050</b>	<b>0.0%</b>

#### Hantsport Area Rate

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Pension (McGinn)	\$ 17,990	\$ 18,020	\$ -	-100.0%
<b>Total Area Rate Expenses</b>	<b>\$ 17,990</b>	<b>\$ 18,020</b>	<b>\$ -</b>	<b>-100.0%</b>

#### Windsor Area Rate

	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Pension (Armstrong)	\$ 43,004	\$ 47,938	\$ 48,750	1.7%
<b>Total Area Rate Expenses</b>	<b>\$ 43,004</b>	<b>\$ 47,938</b>	<b>\$ 48,750</b>	<b>1.7%</b>

## Appendix 11 – EMO

### West Hants Regional Municipality Emergency Management Office 2024-25 Detailed Budget

EXPENSES	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Salary	\$ 11,980	\$ 11,700	\$ 32,245	175.6%
Overtime	\$ 593	\$ -	\$ 1,500	#DIV/0!
Employer Share Benefits	\$ 2,552	\$ 2,240	\$ 7,237	223.1%
Mileage & Expenses	\$ 126	\$ 200	\$ 1,200	500.0%
Training & Development	\$ 80	\$ 1,170	\$ 4,500	284.6%
EOC Telephone	\$ 5,257	\$ 2,800	\$ 2,800	0.0%
Satellite Phones	\$ 1,667	\$ 7,300	\$ 7,000	-4.1%
Public Communication	\$ 237	\$ 1,000	\$ 10,500	950.0%
Insurance	\$ 634	\$ 460	\$ 472	2.6%
Branding / Communications / Advertising	\$ 100	\$ 500	\$ 3,000	500.0%
Exercise Expenses	\$ 238	\$ 100	\$ 500	400.0%
EOC Equip. and Supplies	\$ 1,902	\$ 500	\$ 2,000	300.0%
Radio License & Equipment	\$ 1,503	\$ 1,350	\$ 1,350	0.0%
Emergency Response Costs	\$ 15,608	\$ 15,000	\$ 15,000	0.0%
<b>Total Expenses</b>	<b>\$ 44,320</b>	<b>\$ 44,320</b>	<b>\$ 89,304</b>	<b>101.5%</b>

## Appendix 12 – By-Law

### West Hants Regional Municipality By-Law Enforcement 2024-25 Detailed Budget

EXPENSES	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Salary- Full Time	\$ 96,032	\$ 123,000	\$ 130,994	6.5%
Employer Share Benefits	\$ 20,990	\$ 26,300	\$ 29,565	12.4%
Overtime	\$ -	\$ -	\$ 4,000	#DIV/0!
Mileage & Expenses	\$ 1,726	\$ 500	\$ 500	0.0%
Training & Development	\$ 86	\$ 3,200	\$ 4,100	28.1%
Membership Fees	\$ 133	\$ 200	\$ 200	0.0%
Telephone	\$ 2,213	\$ 2,000	\$ 2,000	0.0%
Insurance	\$ 1,165	\$ 860	\$ 1,522	77.0%
Prosecuting Attorney	\$ 12,625	\$ 9,000	\$ 15,000	66.7%
Dog Impoundment	\$ 8	\$ 500	\$ 500	0.0%
Supplies & Miscellaneous	\$ 3,605	\$ 5,550	\$ 5,000	-9.9%
Professional Services	\$ -	\$ -	\$ 10,000	#DIV/0!
Fleet Lease	\$ 3,244	\$ 7,000	\$ 7,000	0.0%
Fleet Maintenance	\$ 595	\$ 5,000	\$ 5,000	0.0%
Fleet Fuel	\$ 2,957	\$ 4,000	\$ 4,000	0.0%
Capital Out Of Revenue	\$ 313	\$ -	\$ -	#DIV/0!
<b>Total Expenses</b>	<b>\$ 145,887</b>	<b>\$ 187,110</b>	<b>\$ 219,381</b>	<b>17.2%</b>

## Appendix 13 – Financial Services

### West Hants Regional Municipality Department of Financial Services 2024-25 Detailed Budget

Finance Department	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Salaries - Finance	\$ 668,339	\$ 793,700	\$ 846,989	6.7%
Overtime	\$ 22,412	\$ -	\$ 10,000	#DIV/0!
Benefits & Deductions	\$ 123,131	\$ 152,400	\$ 180,144	18.2%
<b>Total Salary &amp; Benefits</b>	<b>\$ 813,882</b>	<b>\$ 946,100</b>	<b>\$ 1,037,133</b>	<b>9.6%</b>
<b>Finance Administration</b>				
Mileage & Expenses	\$ 2,434	\$ 3,000	\$ 2,600	-13.3%
Training & Development	\$ 4,741	\$ 6,500	\$ 11,000	69.2%
Membership Fees	\$ 5,386	\$ 4,000	\$ 5,000	25.0%
Audit	\$ 38,308	\$ 30,460	\$ 31,600	3.7%
Cash Over & Short	\$ 188	\$ 100	\$ 100	0.0%
Financial Services Charges	\$ 33,619	\$ 30,000	\$ 32,000	6.7%
Operational Costs	\$ 1,777	\$ 500	\$ 250	-50.0%
<b>Total Finance Administration</b>	<b>\$ 86,454</b>	<b>\$ 74,560</b>	<b>\$ 82,550</b>	<b>10.7%</b>
<b>Total Finance Department</b>	<b>\$ 900,335</b>	<b>\$ 1,020,660</b>	<b>\$ 1,119,683</b>	<b>9.7%</b>
<b>Taxation</b>				
Tax Rebates- Low Income	\$ 2,912	\$ 30,000	\$ 95,000	216.7%
Tax Rebates- Exemptions	\$ 109,262	\$ 151,000	\$ 168,748	11.8%
Day Care Reductions	\$ 1,050	\$ 1,500	\$ 1,200	-20.0%
Other Taxation-Seasonal	\$ 2,093	\$ 2,200	\$ 4,230	92.3%
Tax Sale Expense	\$ (9,696)	\$ -	\$ -	0.0%
Street Lighting Clover Lane	\$ 620	\$ 640	\$ 640	0.0%
<b>Total Taxation</b>	<b>\$ 106,242</b>	<b>\$ 185,340</b>	<b>\$ 269,818</b>	<b>45.6%</b>
<b>Other General Admin Services</b>				
Telephone	\$ 14,874	\$ 14,000	\$ 13,500	-3.6%
Safety Committee	\$ 372	\$ 2,000	\$ 2,000	0.0%
Social Committee	\$ 888	\$ 2,000	\$ 2,000	0.0%
Rebates - Bulk Water	\$ -	\$ -	\$ 10,000	#DIV/0!
Rebates - Sewer Rebate	\$ -	\$ -	\$ 30,000	#DIV/0!
Mandated Communications	\$ 2,584	\$ 3,750	\$ 3,000	-20.0%
Land Matters	\$ 52,947	\$ 10,000	\$ 10,000	100.0%
Public Communications	\$ 19,952	\$ 37,945	\$ 33,521	-11.7%
Office Administration	\$ 123,967	\$ 120,335	\$ 122,811	2.1%
Staff Appreciation	\$ 12,035	\$ 14,500	\$ 17,000	17.2%
Wellness Program	\$ -	\$ -	\$ 13,500	#DIV/0!
Election	\$ 5,044	\$ 1,500	\$ 188,194	100.0%
Human Resources / Training	\$ -	\$ -	\$ 15,500	100.0%
Insurance	\$ 180,290	\$ 242,900	\$ 298,184	22.8%
Other General Services	\$ 94,173	\$ 6,500	\$ 10,000	53.8%
Branding / Communications / Advertising	\$ 3,360	\$ -	\$ -	#DIV/0!
IT Operations	\$ 359,966	\$ 452,620	\$ 513,431	13.4%
<b>Total Other General Admin</b>	<b>\$ 870,452</b>	<b>\$ 908,050</b>	<b>\$ 1,282,640</b>	<b>41.3%</b>
<b>Assessment Recovery Costs</b>				
Assessment Recovery Costs	\$ 332,141	\$ 332,421	\$ 339,073	2.0%
<b>Total Assessment Recovery Cost</b>	<b>\$ 332,141</b>	<b>\$ 332,421</b>	<b>\$ 339,073</b>	<b>2.0%</b>
<b>Total General Rate Expenses</b>	<b>\$ 3,096,811</b>	<b>\$ 3,400,071</b>	<b>\$ 4,085,006</b>	<b>20.1%</b>

## Appendix 14 – IT Budget

### West Hants Regional Municipality Information Technology 2024-25 Detailed Budget

EXPENSES	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
<u>Salaries</u>				
Salary- Full Time	\$ 74,663	\$ 80,350	\$ 79,540	-1.0%
Overtime	\$ 1,236	\$ -	\$ 1,200	#DIV/0!
Employer Share - Benefits	\$ 12,846	\$ 15,000	\$ 17,150	14.3%
Mileage & Expenses	\$ 144	\$ 500	\$ 1,500	200.0%
Training & Development	\$ 156	\$ 1,500	\$ 3,000	100.0%
Telephone	\$ 2,979	\$ 1,500	\$ 1,500	0.0%
<i>Sub Total</i>	\$ 92,025	\$ 98,850	\$ 103,890	5.1%
<u>Hardware</u>				
Laptop or Desktop Replacement/Upgrades	\$ -	\$ 11,000	\$ 11,000	0.0%
iPhone Repacements	\$ -	\$ 7,500	\$ 7,500	0.0%
VoIP Phone Replacements	\$ -	\$ -	\$ 4,000	#DIV/0!
Owl Meeting Camera	\$ -	\$ 1,600	\$ -	100.0%
Supplies & Maintenance	\$ -	\$ 5,000	\$ 5,000	0.0%
<i>Sub Total</i>	\$ -	\$ 25,100	\$ 27,500	9.6%
<u>Infrastructure</u>				
VMWare	\$ -	\$ 2,000	\$ 6,000	200.0%
Firepower Services	\$ -	\$ 8,000	\$ 9,500	18.8%
Keystone Support	\$ -	\$ 2,500	\$ 2,500	0.0%
Parkplace Support	\$ -	\$ 2,500	\$ 5,216	100.0%
Secure VPN	\$ -	\$ 1,700	\$ 2,200	29.4%
Multifactor Authentication	\$ -	\$ 2,000	\$ 2,400	100.0%
Veeam Backup System Maintenance	\$ -	\$ 5,100	\$ 5,300	3.9%
Camera / Wifi Maintenance	\$ -	\$ 7,000	\$ 9,300	32.9%
Networking Maintenance	\$ -	\$ 8,800	\$ 8,800	0.0%
Supplies and Maintenance	\$ -	\$ 5,000	\$ 5,000	100.0%
<i>Sub Total</i>	\$ -	\$ 44,600	\$ 56,216	26.0%
<u>Software</u>				
Microsoft Office 365	\$ -	\$ 32,000	\$ 32,000	0.0%
Sentinel One	\$ -	\$ 16,100	\$ 18,975	17.9%
Office Protect (Proof Point)	\$ -	\$ 7,500	\$ 7,500	0.0%
Exclaimer Signature Manager	\$ -	\$ 2,400	\$ 2,600	8.3%
Adobe Acrobat Standard Upgrades	\$ -	\$ 6,500	\$ 8,500	30.8%
Logmein Service	\$ -	\$ 1,500	\$ 1,700	13.3%
<i>Sub Total</i>	\$ -	\$ 66,000	\$ 71,275	8.0%
<u>Administration</u>				
Zoom Meeting Service	\$ -	\$ 950	\$ 1,100	15.8%
Cybersecurity Training	\$ -	\$ 1,500	\$ 2,000	33.3%
Cybersecurity Assessment	\$ -	\$ -	\$ 20,000	#DIV/0!
COMs Equipment	\$ -	\$ -	\$ 3,380	#DIV/0!
Laserfiche LSAP (Support)	\$ -	\$ 4,800	\$ 4,800	0.0%
Laserfiche - One Time Fee - Cloud	\$ -	\$ 8,000	\$ -	-100.0%
<i>Sub Total</i>	\$ -	\$ 15,250	\$ 31,280	105.1%

Planning and Development

ArcGIS 10 License	\$ -	\$ 2,000	\$ 2,300	15.0%
Zoom Meeting Service	\$ -	\$ 270	\$ 300	11.1%
GPS Annual Subscription	\$ -	\$ 1,200	\$ 1,500	25.0%
ArcGIS Online Credits	\$ -	\$ 1,300	\$ 1,500	15.4%
TownSuite - Maintenance & Support	\$ -	\$ 12,500	\$ 12,500	0.0%
TownSuite - One Time Fee - Cloud	\$ -	\$ 7,200	\$ -	100.0%
TownSuite - Mobile Inspections	\$ -	\$ 2,200	\$ 2,200	100.0%
<i>Sub Total</i>	\$ -	\$ 26,670	\$ 20,300	-23.9%

Public Works

	\$ -	\$ -	\$ -	#DIV/0!
<i>Sub Total</i>	\$ -	\$ -	\$ -	#DIV/0!

Community Development

Online Registration System	\$ -	\$ 7,000	\$ 7,000	0.0%
Zoom Meeting Service	\$ -	\$ 950	\$ 950	0.0%
<i>Sub Total</i>	\$ -	\$ 7,950	\$ 7,950	0.0%

Council

iPad Replacements	\$ -	\$ -	\$ 14,400	0.0%
<i>Sub Total</i>	\$ -	\$ -	\$ 14,400	#DIV/0!

Internet/Telecommunications Charges	\$ -	\$ 3,300	\$ 4,500	36.4%
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Website Support Costs	\$ -	\$ 5,500	\$ 5,500	0.0%
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IT Service Contract	\$ 73,626	\$ 75,900	\$ 76,200	0.4%
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Diamond Annual Support Costs

Platinum Support Plan	\$ -	\$ 50,000	\$ 50,000	0.0%
Year End Updates (Payroll)	\$ -	\$ -	\$ -	#DIV/0!
GP Cloud	\$ -	\$ 12,000	\$ 12,000	0.0%
GP - One Time Fee - Cloud	\$ -	\$ 18,000	\$ 18,000	0.0%
eSend	\$ -	\$ -	\$ 4,000	#DIV/0!
SMTP Service	\$ -	\$ -	\$ 300	#DIV/0!
eSend - Setup	\$ -	\$ -	\$ 2,700	#DIV/0!
Diamond Professional Services - Water SmartList	\$ -	\$ -	\$ 3,920	#DIV/0!
Training Professional Services	\$ -	\$ 3,500	\$ 3,500	0.0%
<i>Sub Total</i>	\$ -	\$ 83,500	\$ 94,420	13.1%

<i>TOTAL EXPENSES FOR 20420 GL</i>	\$ 195,552			
<b>Total IT Operating Budget</b>	\$ 361,202	\$ 452,620	\$ 513,431	13.4%

## Appendix 15 – Planning and Building Inspections

### Planning

**West Hants Regional Municipality  
Planning and Development  
2024-25 Detailed Budget**

Development Services EXPENSES	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Salaries & Wages - Full Time	\$ 533,218	\$ 669,500	\$ 782,593	16.9%
Overtime	\$ -	\$ -	\$ 9,500	#DIV/0!
Hourly - Part Time	\$ 18,916	\$ -	\$ -	#DIV/0!
Employer Share Benefits	\$ 92,071	\$ 122,400	\$ 155,037	26.7%
Mileage & Expenses	\$ 928	\$ 1,000	\$ 1,500	50.0%
Training & Development	\$ 2,576	\$ 9,000	\$ 10,000	11.1%
Membership Fees	\$ 4,216	\$ 3,000	\$ 4,730	57.7%
Telephone	\$ 3,016	\$ 3,400	\$ 3,860	13.5%
Mandated Communications	\$ 10,434	\$ 17,000	\$ 18,000	5.9%
Professional Services	\$ 9,850	\$ 8,800	\$ 23,000	161.4%
Insurance	\$ -	\$ -	\$ 2,000	#DIV/0!
Office Supplies	\$ 5,510	\$ 6,300	\$ 8,815	39.9%
Printing	\$ 2,186	\$ 1,800	\$ 6,000	233.3%
Postage & Courier	\$ 59	\$ -	\$ -	#DIV/0!
Planning Boards (Heritage Advisory Expenses)	\$ -	\$ 1,000	\$ 1,000	0.0%
MPS/LUB Review	\$ -	\$ -	\$ 25,000	#DIV/0!
Capital Out of Revenue	\$ -	\$ -	\$ -	#DIV/0!
<b>Total Planning Expenses</b>	<b>\$ 682,980</b>	<b>\$ 843,200</b>	<b>\$ 1,051,035</b>	<b>24.6%</b>

### Climate Action Committee

**West Hants Regional Municipality  
Climate Action  
2024-25 Detailed Budget**

EXPENSES	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Salary- Full Time	\$ -	\$ 52,800	\$ 66,061	25.1%
Overtime	\$ -	\$ -	\$ 600	#DIV/0!
Salary - Term	\$ 1,878	\$ 7,700	\$ -	-100.0%
Employer Share Benefits	\$ -	\$ 11,200	\$ 13,000	16.1%
Mileage & Expenses	\$ -	\$ 500	\$ 500	0.0%
Training & Development	\$ -	\$ 1,000	\$ 1,000	0.0%
Membership Fees	\$ -	\$ 200	\$ 350	75.0%
Telephone	\$ -	\$ 500	\$ 320	-36.0%
Professional Services	\$ -	\$ 500	\$ 500	0.0%
Computer Expenses	\$ -	\$ 900	\$ -	-100.0%
Flood Action	\$ -	\$ -	\$ 400,000	#DIV/0!
MCCAP Work Plan	\$ -	\$ 30,000	\$ 30,000	0.0%
<b>Total Expenses</b>	<b>\$ 1,878</b>	<b>\$ 105,300</b>	<b>\$ 512,331</b>	<b>386.5%</b>

## Building Inspection and Permits

### West Hants Regional Municipality Building Inspection 2024-25 Detailed Budget

EXPENSES	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Salaries -Full Time	\$ 254,800	\$ 323,300	\$ 342,467	5.9%
Overtime	\$ -	\$ -	\$ 2,000	#DIV/0!
Employer Share Benefits	\$ 46,348	\$ 57,500	\$ 64,032	11.4%
Mileage & Expenses	\$ 3,794	\$ 2,550	\$ 1,000	-60.8%
Training & Development	\$ 3,210	\$ 15,600	\$ 16,300	4.5%
Membership Fees	\$ 2,596	\$ 3,600	\$ 3,460	-3.9%
Telephone	\$ 3,892	\$ 3,500	\$ 3,500	0.0%
Office Supplies	\$ 3,407	\$ 4,820	\$ 5,000	3.7%
Insurance	\$ 1,651	\$ 2,360	\$ 2,360	0.0%
Fleet Lease	\$ -	\$ 7,500	\$ 7,500	0.0%
Fleet Maintenance	\$ 3,169	\$ 8,200	\$ 7,730	-5.7%
Capital out of Revenue	\$ -	\$ -	\$ -	#DIV/0!
Fleet Fuel	\$ 3,667	\$ 5,000	\$ 5,000	0.0%
<b>Total Building Inspection Expenses</b>	<b>\$ 326,533</b>	<b>\$ 433,930</b>	<b>\$ 460,349</b>	<b>6.1%</b>

## Appendix 16 – Community Development

### West Hants Regional Municipality Community Development Administration 2024-25 Detailed Budget

Hantsport Area Rate REVENUE	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
HMCC Area Rate	\$ 86,837	\$ 100,735	\$ 106,522	5.7%
<i>Total HMCC Area Rate Revenue</i>	<b>\$ 86,837</b>	<b>\$ 100,735</b>	<b>\$ 106,522</b>	<b>5.7%</b>
<b>Total Revenue</b>	<b>\$ 86,837</b>	<b>\$ 100,735</b>	<b>\$ 106,522</b>	<b>5.7%</b>

EXPENSES Administration & Facilities	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Salary - full time	\$ 254,005	\$ 271,800	\$ 279,934	3.0%
Employer Share Benefits	\$ 39,613	\$ 43,800	\$ 52,233	19.3%
Overtime	\$ -	\$ -	\$ -	#DIV/0!
Mileage & Expenses	\$ 1,115	\$ 3,000	\$ 4,500	50.0%
Training & Development	\$ 2,231	\$ 6,000	\$ 4,500	-25.0%
Membership Fees	\$ 1,562	\$ 1,800	\$ 2,000	11.1%
Telephone	\$ 5,483	\$ 5,450	\$ 5,450	0.0%
Insurance	\$ 22,433	\$ 30,100	\$ 42,000	39.5%
Branding / Communications / Advertising	\$ 4,295	\$ 5,000	\$ 2,500	-50.0%
General Recreation Expenses	\$ 3,047	\$ 2,500	\$ 2,500	0.0%
Town Crier Expenses	\$ 1,116	\$ 1,000	\$ 1,000	0.0%
Staff Identification	\$ 2,913	\$ 3,000	\$ 3,000	0.0%
<b>Total CD Administration Expenses Before Area Rates</b>	<b>\$ 337,813</b>	<b>\$ 373,450</b>	<b>\$ 399,617</b>	<b>7.0%</b>

HMCC Area Rate Expenses	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
HMCC - Salary	\$ 18,132	\$ 57,400	\$ 59,069	2.9%
HMCC - Employer Share Benefits	\$ 3,207	\$ 12,400	\$ 14,247	14.9%
HMCC - Admin Fee	\$ 7,354	\$ 10,074	\$ 10,447	3.7%
HMCC - Splashpad	\$ 178	\$ -	\$ -	#DIV/0!
HMCC - Grounds Maintenance	\$ 27,785	\$ 31,311	\$ 32,376	3.4%
HMCC - Equipment Usage	\$ -	\$ -	\$ -	#DIV/0!
HMCC - Dog Park Water	\$ -	\$ -	\$ -	#DIV/0!
HMCC - Pool Water	\$ 601	\$ 500	\$ 517	3.4%
HMCC - Misc. Exp	\$ 42,972	\$ 24,050	\$ 24,868	3.4%
<b>Total HMCC Area Rate Expenses</b>	<b>\$ 100,229</b>	<b>\$ 135,735</b>	<b>\$ 141,522</b>	<b>4.3%</b>
<b>Total Community Development Administration Expenses</b>	<b>\$ 438,042</b>	<b>\$ 509,185</b>	<b>\$ 541,140</b>	<b>6.3%</b>

**West Hants Regional Municipality  
Swimming Pool  
2024-25 Detailed Budget**

<b>General Rate REVENUE</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Grants	\$ 17,449	\$ 17,000	\$ 19,435	14.3%
Rentals	\$ 762	\$ 2,500	\$ 13,560	442.4%
Facility Passes	\$ 3,719	\$ 6,000	\$ 6,000	0.0%
Daily Admissions	\$ 18,511	\$ 10,000	\$ 9,500	-5.0%
Other	\$ 13,724	\$ 2,000	\$ 5,000	150.0%
Child Lesson Fees	\$ 13,405	\$ 36,000	\$ 24,000	-33.3%
Classes	\$ 1,826	\$ 3,000	\$ 1,500	-50.0%
<b>Total Swimming Pool Revenue</b>	<b>\$ 69,396</b>	<b>\$ 76,500</b>	<b>\$ 78,995</b>	<b>3.3%</b>
<b>EXPENSES</b>				
<b>Administration &amp; Facilities</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Hourly - Part Time	\$ 44,145	\$ 110,000	\$ 129,660	17.9%
Employer Share Benefits	\$ 3,664	\$ 9,000	\$ 11,261	25.1%
Overtime	\$ -	\$ -	\$ -	#DIV/0!
Mileage & Expenses	\$ 256	\$ 400	\$ 700	75.0%
Training & Development	\$ 1,370	\$ 3,000	\$ 5,000	66.7%
Telephone	\$ 748	\$ 600	\$ 600	0.0%
Insurance	\$ 2,804	\$ 3,870	\$ 4,700	21.4%
Building Maintenance	\$ 7,993	\$ 10,500	\$ 12,000	14.3%
Pool Maintenance	\$ 22,104	\$ 10,000	\$ 15,000	50.0%
Water & Sewer	\$ 6,446	\$ 7,000	\$ 8,500	21.4%
Pool Pass Grants (Non Cash)	\$ 397	\$ 900	\$ -	-100.0%
Capital out of Revenue	\$ -	\$ -	\$ -	#DIV/0!
Power	\$ 9,891	\$ 8,600	\$ 17,000	97.7%
Program Supplies	\$ 1,895	\$ 4,500	\$ 4,500	0.0%
<b>Total Swimming Pool Expenses</b>	<b>\$ 101,710</b>	<b>\$ 168,370</b>	<b>\$ 208,921</b>	<b>24.1%</b>
<b>Surplus/(Deficit)</b>	<b>\$ (32,314)</b>	<b>\$ (91,870)</b>	<b>\$ (129,926)</b>	<b>41.4%</b>

**West Hants Regional Municipality  
Recreation Programs  
2024-25 Detailed Budget**

<b>General Rate REVENUE</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Provincial Grants	\$ 66,276	\$ 55,000	\$ 50,000	-9.1%
Federal Grants	\$ 42,909	\$ 10,000	\$ 4,256	-57.4%
General Programs	\$ 59,690	\$ 25,375	\$ 14,000	-44.8%
KES Aquatics	\$ -	\$ -	\$ 47,835	#DIV/0!
Summer Programs	\$ 40,408	\$ 52,000	\$ 42,000	-19.2%
Inspire West Hants - Community Contributions	\$ -	\$ 500	\$ 1,000	100.0%
<b>Total Recreation Programs Revenue</b>	<b>\$ 209,283</b>	<b>\$ 142,875</b>	<b>\$ 159,091</b>	<b>11.3%</b>

<b>EXPENSES Programing Staff</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salary - Full Time	\$ 103,733	\$ 131,500	\$ 141,040	7.3%
Employer Share Benefits	\$ 21,365	\$ 25,300	\$ 29,763	17.6%
Overtime	\$ -	\$ -	\$ 1,000	#DIV/0!
Mileage & Expenses	\$ 2,527	\$ 4,000	\$ 4,000	0.0%
Training & Development	\$ 2,323	\$ 6,500	\$ 6,500	0.0%
Telephone	\$ 880	\$ 1,000	\$ 1,000	0.0%
<b>Total Active Liv &amp; Rec Staff</b>	<b>\$ 130,828</b>	<b>\$ 168,300</b>	<b>\$ 183,303</b>	<b>40.1%</b>

**Programs & Supplies**

Hourly - term/students	\$ 93,386	\$ 125,900	\$ 99,948	-20.6%
Employer Share Benefits	\$ 8,054	\$ 12,000	\$ 9,445	-21.3%
Overtime	\$ -	\$ -	\$ -	#DIV/0!
Mileage & Expenses	\$ 2,680	\$ 4,500	\$ 4,000	-11.1%
Branding / Communications / Advertising	\$ -	\$ 6,000	\$ 8,500	41.7%
Summer Camp Supplies	\$ 3,712	\$ 9,000	\$ 9,000	0.0%
Staff Identification	\$ 2,941	\$ 5,000	\$ 4,000	-20.0%
Sports Supplies	\$ 2,064	\$ 4,000	\$ 4,000	0.0%
Valley Senior Games	\$ 167	\$ 500	\$ 500	0.0%
Recreation Programs	\$ 45,284	\$ 20,000	\$ 24,500	22.5%
KES Aquatics	\$ -	\$ -	\$ 24,000	#DIV/0!
Inspire West Hants	\$ -	\$ 20,000	\$ 20,000	0.0%
Program Contractors	\$ -	\$ 12,000	\$ 18,000	50.0%
Community Events	\$ -	\$ 19,000	\$ 19,000	0.0%
Program Subsidy	\$ -	\$ 58,000	\$ 58,000	0.0%
Active Transportation	\$ 4,874	\$ 5,000	\$ 10,000	100.0%
<b>Total Programs &amp; Supplies Expenses</b>	<b>\$ 163,161</b>	<b>\$ 300,900</b>	<b>\$ 312,893</b>	<b>4.0%</b>
<b>Total Programs Expenses</b>	<b>\$ 293,988</b>	<b>\$ 469,200</b>	<b>\$ 496,196</b>	<b>5.8%</b>

**GRANTS**

Public Safety Grants	\$ 12,333	\$ 7,500	\$ 7,500	0.0%
School Bursaries and Awards	\$ -	\$ -	\$ 2,500	#DIV/0!
Heritage Grants	\$ 2,467	\$ 5,000	\$ 10,000	100.0%
Grants & Contribution	\$ 111,225	\$ 100,000	\$ 100,000	0.0%
Sponsorship/Advertising/In-kind Grants	\$ 2,249	\$ 4,000	\$ 10,000	150.0%
Trails Grants	\$ 1,673	\$ 2,500	\$ 4,000	60.0%
Travel Assistance Grants	\$ 425	\$ 2,500	\$ 2,500	0.0%
Newport District Rink - 4 year grant (ending 2027-28)	\$ -	\$ -	\$ 150,000	#DIV/0!
Landmark East School - 5 year grant (ending 2028-29)	\$ -	\$ -	\$ 5,000	#DIV/0!
From 5% Fund	\$ 5,500	\$ 1,500	\$ -	-100.0%
<b>Total Grants &amp; Reserves</b>	<b>\$ 135,872</b>	<b>\$ 123,000</b>	<b>\$ 291,500</b>	<b>137.0%</b>
<b>Total Program &amp; Grants Expenses</b>	<b>\$ 429,860</b>	<b>\$ 592,200</b>	<b>\$ 787,696</b>	<b>33.0%</b>

**West Hants Regional Municipality  
Parks & Grounds  
2024-25 Detailed Budget**

<b>General Rate REVENUE</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Parks Canada Revenue	\$ 16,655	\$ 6,000	\$ 6,000	0.0%
St. Croix Field Rental Revenue	\$ 4,076	\$ 3,000	\$ 2,000	-33.3%
Transfer from 5% Fund	\$ -	\$ -	\$ -	#DIV/0!
<b>Total Parks &amp; Grounds Revenue</b>	<b>\$ 20,732</b>	<b>\$ 9,000</b>	<b>\$ 8,000</b>	<b>-11.1%</b>

<b>EXPENSES Parks &amp; Grounds Maintenance</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salary - Full Time	\$ 82,694	\$ 63,600	\$ 99,016	55.7%
Hourly - full time, term/students	\$ 104,294	\$ 148,300	\$ 204,587	38.0%
Employer Share Benefits	\$ 24,366	\$ 35,100	\$ 53,560	52.6%
Overtime	\$ -	\$ -	\$ 2,000	#DIV/0!
Mileage & Expenses	\$ 616	\$ 1,000	\$ 1,000	0.0%
Training & Development	\$ 837	\$ 2,500	\$ 2,500	0.0%
<i>Total Parks &amp; Ground Maintenance</i>	<b>\$ 212,806</b>	<b>\$ 250,500</b>	<b>\$ 362,664</b>	<b>44.8%</b>

<b>Recreation Sites</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Fleet Lease	\$ 2,823	\$ 24,000	\$ 51,125	113.0%
Fleet Maintenance	\$ 7,187	\$ 11,000	\$ 12,000	9.1%
Fleet Fuel	\$ 14,461	\$ 25,500	\$ 25,500	0.0%
Capital Expenditures	\$ 3,676	\$ 9,189	\$ 9,189	0.0%
Signs	\$ 5,323	\$ 2,500	\$ 10,000	300.0%
Parks & Grounds Maintenance	\$ 12,581	\$ 45,000	\$ 45,000	0.0%
Fields Maintenance	\$ 10,235	\$ 27,000	\$ 40,500	50.0%
Trails Maintenance	\$ 26,852	\$ 25,000	\$ 25,000	0.0%
Tree Expenses	\$ 955	\$ 5,000	\$ 3,000	-40.0%
Halewood Drive Paving & Sewer Charge	\$ -	\$ 550	\$ 550	0.0%
Parks & Grounds Snow Removal	\$ 5,876	\$ 8,000	\$ 8,000	0.0%
Community Beautification	\$ 21,128	\$ 32,000	\$ 50,000	56.3%
Maintenance Equipment & Supplies	\$ 14,859	\$ 15,000	\$ 13,000	-13.3%
Historic Site - Poor Farm Cemetery	\$ 692	\$ 750	\$ 750	0.0%
<i>Total Recreation Sites</i>	<b>\$ 126,646</b>	<b>\$ 230,489</b>	<b>\$ 293,614</b>	<b>27.4%</b>
<b>Total Parks &amp; Grounds Expenses</b>	<b>\$ 339,453</b>	<b>\$ 480,989</b>	<b>\$ 656,278</b>	<b>36.4%</b>

**West Hants Regional Municipality  
Sports Complex  
2024-25 Detailed Budget**

<b>General Rate REVENUE</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Grants	\$ 24,437	\$ -	\$ -	#DIV/0!
Other Rentals	\$ 6,497	\$ 1,350	\$ 5,000	270.4%
Advertising	\$ 15,833	\$ 21,500	\$ 21,500	0.0%
Ice Rentals	\$ 229,089	\$ 283,500	\$ 262,000	-7.6%
Skating Admissions	\$ 6,910	\$ 7,600	\$ -	-100.0%
Field House - Rental	\$ 112,354	\$ 222,320	\$ 127,000	-42.9%
Dry Floor Rentals	\$ 3,117	\$ 11,200	\$ 11,200	0.0%
Sponsorship	\$ 8,405	\$ 10,500	\$ 10,500	0.0%
<i>Total Sport Complex Revenue</i>	<b>\$ 406,643</b>	<b>\$ 557,970</b>	<b>\$ 437,200</b>	<b>-21.6%</b>

<b>EXPENSES Administration &amp; Facilities</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salary - Full Time	\$ 111,791	\$ 107,000	\$ 173,006	61.7%
Hourly - Part Time	\$ 58,449	\$ 27,300	\$ 6,240	-77.1%
Hourly - Seasonal	\$ -	\$ 90,100	\$ 65,082	-27.8%
Employer Share Benefits	\$ 26,418	\$ 44,100	\$ 57,377	30.1%
Overtime	\$ -	\$ -	\$ 4,000	#DIV/0!
Mileage & Expenses	\$ 528	\$ 1,000	\$ 750	-25.0%
Training & Development	\$ 2,343	\$ 2,000	\$ 2,000	0.0%
Telephone	\$ 3,580	\$ 4,500	\$ 4,300	-4.4%
Software & licensing	\$ 124	\$ 1,500	\$ 2,000	33.3%
Insurance	\$ 22,795	\$ 36,150	\$ 38,000	5.1%
Branding / Communications / Advertising	\$ 2,836	\$ 1,500	\$ 1,500	0.0%
Building Maintenance	\$ 10,346	\$ 15,000	\$ 20,000	33.3%
Plant Maintenance	\$ 24,694	\$ 35,000	\$ 35,000	0.0%
Ice Cleaner Equipment & Maintenance	\$ 5,568	\$ 7,500	\$ 4,500	-40.0%
Tools & Equipment	\$ 1,570	\$ 3,000	\$ 3,000	0.0%
Grounds & Snow Removal	\$ 12,086	\$ 11,000	\$ 22,000	100.0%
Staff Identification	\$ 686	\$ 1,000	\$ 1,000	0.0%
Water & Sewer	\$ 6,387	\$ 12,000	\$ 19,150	59.6%
Office Supplies & Misc.	\$ 9,058	\$ 2,500	\$ 2,500	0.0%
Capital out of Revenue	\$ -	\$ 10,500	\$ 10,500	0.0%
Power	\$ 154,066	\$ 209,000	\$ 245,000	17.2%
<i>Total Sport Complex Expenses</i>	<b>\$ 453,324</b>	<b>\$ 621,650</b>	<b>\$ 716,905</b>	<b>15.3%</b>

<b>Surplus/(Deficit)</b>	<b>\$ (46,680)</b>	<b>\$ (63,680)</b>	<b>\$ (279,705)</b>	<b>339.2%</b>
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**West Hants Regional Municipality  
Community Centre  
2024-25 Detailed Budget**

General Rate REVENUE	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Rentals	\$ 26,964	\$ 35,000	\$ 35,000	0.0%
Other	\$ 3,145	\$ 500	\$ 500	0.0%
<b>Total Community Centre Revenue</b>	<b>\$ 30,109</b>	<b>\$ 35,500</b>	<b>\$ 35,500</b>	<b>0.0%</b>
<b>EXPENSES</b>				
Administration & Facilities	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Salary - Full Time	\$ 61,906	\$ 60,400	\$ 61,216	1.4%
Hourly - Part Time	\$ 22,991	\$ 31,200	\$ 40,272	29.1%
Employer Share Benefits	\$ 14,208	\$ 17,700	\$ 17,826	0.7%
Overtime	\$ -	\$ -	\$ 1,000	#DIV/0!
Training & Development	\$ 1,048	\$ 500	\$ 1,000	100.0%
Telephone	\$ 651	\$ 700	\$ 700	0.0%
Operating Supplies & Services	\$ 2,487	\$ 3,500	\$ 5,000	42.9%
Insurance	\$ 17,962	\$ 24,140	\$ 31,000	28.4%
Building Maintenance	\$ 12,843	\$ 15,000	\$ 25,000	66.7%
Water & Sewer	\$ 1,546	\$ 2,000	\$ 3,700	85.0%
Taxes	\$ 2,230	\$ 2,500	\$ 2,500	0.0%
Power	\$ 6,000	\$ 9,000	\$ 9,585	6.5%
Heating	\$ 19,459	\$ 15,000	\$ 25,000	66.7%
<b>Total Community Centre Expenses</b>	<b>\$ 163,330</b>	<b>\$ 181,640</b>	<b>\$ 223,799</b>	<b>23.2%</b>
<b>Surplus/(Deficit)</b>	<b>\$ (133,220)</b>	<b>\$ (146,140)</b>	<b>\$ (188,299)</b>	<b>28.8%</b>

**West Hants Regional Municipality  
Brooklyn Civic Centre  
2024-25 Detailed Budget**

General Rate REVENUE	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Rentals	\$ -	\$ -	\$ -	#DIV/0!
Other	\$ -	\$ -	\$ -	#DIV/0!
<b>Total Brooklyn Civic Centre Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>
<b>EXPENSES</b>				
Administration & Facilities	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Building Maintenance & Supplies	\$ -	\$ 1,500	\$ 5,000	233.3%
Power	\$ 7,409	\$ 12,300	\$ 15,500	26.0%
<b>Total Brooklyn Civic Centre Expenses</b>	<b>\$ 7,409</b>	<b>\$ 13,800</b>	<b>\$ 20,500</b>	<b>48.6%</b>
<b>Surplus/(Deficit)</b>	<b>\$ (7,409)</b>	<b>\$ (13,800)</b>	<b>\$ (20,500)</b>	<b>48.6%</b>

**West Hants Regional Municipality  
Welcome Centre  
2024-25 Detailed Budget**

General Rate REVENUE	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Provincial Grants	\$ -	\$ -	\$ 6,500	0.0%
Federal Grants	\$ -	\$ 5,000	\$ 2,128	-57.4%
<b>Total Welcome Centre Revenue</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 8,628</b>	<b>72.6%</b>

EXPENSES Administration & Facilities	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Hourly -Part Time	\$ 19,381	\$ 27,700	\$ 28,214	1.9%
Employer Share Benefits	\$ 1,633	\$ 2,900	\$ 2,454	-15.4%
Overtime	\$ -	\$ -	\$ -	#DIV/0!
Mileage & Expenses	\$ 43	\$ 200	\$ 200	0.0%
Training & Development	\$ 127	\$ 400	\$ 400	0.0%
Telephone	\$ 873	\$ 500	\$ 400	-20.0%
Repairs & Maintenance	\$ 243	\$ 200	\$ 100	-50.0%
Operational costs	\$ 2,292	\$ 5,000	\$ 2,000	-60.0%
Supplies	\$ 91	\$ 200	\$ 100	-50.0%
<b>Total Welcome Centre Expenses</b>	<b>\$ 24,683</b>	<b>\$ 37,100</b>	<b>\$ 33,868</b>	<b>-8.7%</b>

**West Hants Regional Municipality  
Community Economic Development  
2024-25 Detailed Budget**

General Rate REVENUE	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
CED Revenue	\$ 4,045	\$ 12,000	\$ 12,000	0.0%
Downtown Development	\$ -	\$ -	\$ -	0.0%
<b>Total Community Economic Development Revenue</b>	<b>\$ 4,045</b>	<b>\$ 12,000</b>	<b>\$ 12,000</b>	<b>0.0%</b>

EXPENSES Administration & Facilities	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Salary - Full Time	\$ 125,540	\$ 137,000	\$ 142,614	4.1%
Employer Share Benefits	\$ 20,647	\$ 24,300	\$ 27,795	14.4%
Overtime	\$ -	\$ -	\$ -	#DIV/0!
Mileage & Expenses	\$ 2,198	\$ 4,000	\$ 4,000	0.0%
Training & Development	\$ 927	\$ 4,000	\$ 4,000	0.0%
Membership	\$ 452	\$ 1,000	\$ 500	-50.0%
Telephone	\$ 1,267	\$ 1,300	\$ 1,200	-7.7%
Community Development Programs	\$ 12,279	\$ 20,000	\$ 20,500	2.5%
Communities in Bloom/Tree Canopy	\$ 1,210	\$ 4,000	\$ 4,000	0.0%
Operating Supplies & Services	\$ 527	\$ 3,300	\$ 3,500	6.1%
Branding / Communications / Advertising	\$ 17,321	\$ 33,150	\$ 60,380	82.1%
Community and Volunteer Recognition	\$ 1,783	\$ 4,000	\$ 5,000	25.0%
Apple Blossom	\$ 1,686	\$ 4,500	\$ 2,500	-44.4%
Festivals	\$ 13,374	\$ 22,000	\$ 35,500	61.4%
Downtown Development Societies	\$ 37,142	\$ 101,000	\$ 105,000	4.0%
Business Enhancement	\$ 2,805	\$ 4,000	\$ 4,000	0.0%
<b>Total Community Economic Development Expenses</b>	<b>\$ 239,159</b>	<b>\$ 367,550</b>	<b>\$ 420,489</b>	<b>14.4%</b>

***Cemetery Budget***

**West Hants Regional Municipality  
Riverbank Cemetery  
2024-25 Detailed Budget**

Area Rate REVENUE	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Income From Investments	\$ -	\$ -	\$ -	#DIV/0!
Area Rate Revenue	\$ 31,132	\$ 31,045	\$ 28,831	-7.1%
Sale Of Lots	\$ 2,983	\$ 2,500	\$ 2,500	0.0%
Care Of Lots	\$ 3,164	\$ 2,500	\$ 2,500	0.0%
Grants - West Hants	\$ -	\$ -	\$ -	#DIV/0!
Grants - Special	\$ -	\$ -	\$ -	#DIV/0!
Other	\$ 33	\$ -	\$ -	#DIV/0!
<b>Total Revenue</b>	<b>\$ 37,312</b>	<b>\$ 36,045</b>	<b>\$ 33,831</b>	<b>-6.1%</b>

Area Rate EXPENSES	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
<i>Salary &amp; Benefits</i>				
Salary - Full Time	\$ 11,598	\$ 15,000	\$ 15,496	3.3%
Hourly - Part Time	\$ 2,763	\$ 9,700	\$ 6,656	-31.4%
Overtime	\$ -	\$ -	\$ -	#DIV/0!
Employer Share Benefits	\$ 2,911	\$ 4,100	\$ 4,334	5.7%
<i>Total Salary &amp; Benefits</i>	<b>\$ 17,272</b>	<b>\$ 28,800</b>	<b>\$ 26,486</b>	<b>-8.0%</b>

<i>Operating Expenses</i>				
Training & Development	\$ -	\$ 500	\$ 300	-40.0%
Operational Costs	\$ 571	\$ 300	\$ 400	33.3%
Insurance	\$ 64	\$ 95	\$ 110	16.1%
Cemetery Grounds Maintenance	\$ 2,622	\$ 3,500	\$ 3,500	0.0%
Equipment Maintenance	\$ 458	\$ 500	\$ 500	0.0%
Water	\$ 392	\$ 350	\$ 535	52.9%
General Projects	\$ 846	\$ 1,500	\$ 1,500	0.0%
Tree Pruning/Planting	\$ 52	\$ 500	\$ 500	0.0%
<i>Total Operating Expenses</i>	<b>\$ 5,005</b>	<b>\$ 7,245</b>	<b>\$ 7,345</b>	<b>1.4%</b>
<b>Total Expenses</b>	<b>\$ 22,277</b>	<b>\$ 36,045</b>	<b>\$ 33,831</b>	<b>-6.1%</b>

**West Hants Regional Municipality  
Maplewood Cemetery  
2024-25 Detailed Budget**

Area Rate REVENUE	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Income From Investments	\$ 3,061	\$ -	\$ -	#DIV/0!
Area Rate Revenue	\$ 37,618	\$ 52,300	\$ 51,927	-0.7%
Sale Of Lots	\$ 5,452	\$ 4,000	\$ 4,000	0.0%
Care Of Lots	\$ 2,757	\$ 2,500	\$ 2,500	0.0%
Burial Fees	\$ 20,468	\$ 20,000	\$ 20,000	0.0%
Grants - Special	\$ -	\$ -	\$ -	#DIV/0!
Other	\$ 67	\$ -	\$ -	#DIV/0!
<b>Total Revenue</b>	<b>\$ 69,421</b>	<b>\$ 78,800</b>	<b>\$ 78,427</b>	<b>-0.5%</b>

Area Rate EXPENSES	3-Year Average	BUDGET 2023-24	BUDGET 2023-24	VARIANCE
<i>Salary &amp; Benefits</i>				
Salary - Full Time	\$ 32,163	\$ 35,100	\$ 36,157	3.0%
Hourly - Part Time	\$ 5,525	\$ 19,400	\$ 15,947	-17.8%
Overtime	\$ -	\$ -	\$ -	#DIV/0!
Employer Share Benefits	\$ 7,855	\$ 9,600	\$ 10,438	8.7%
<i>Total Salary &amp; Benefits</i>	<b>\$ 45,543</b>	<b>\$ 64,100</b>	<b>\$ 62,543</b>	<b>37.3%</b>

<i>Operating Expenses</i>				
Operational Costs	\$ 286	\$ 700	\$ 700	0.0%
Insurance	\$ 164	\$ 225	\$ 400	77.8%
Power	\$ 983	\$ 625	\$ 1,287	105.9%
Cemetery Grounds Maintenance	\$ 8,942	\$ 9,000	\$ 9,000	0.0%
Equipment Maintenance	\$ 546	\$ 1,000	\$ 1,000	0.0%
Old Parish Burial - Maintenance	\$ 14	\$ 500	\$ 500	0.0%
Water	\$ 680	\$ 650	\$ 997	53.4%
General Projects	\$ 1,589	\$ 2,000	\$ 2,000	0.0%
<i>Total Operating Expenses</i>	<b>\$ 13,204</b>	<b>\$ 14,700</b>	<b>\$ 15,884</b>	<b>8.1%</b>
<b>Total Expenses</b>	<b>\$ 58,747</b>	<b>\$ 78,800</b>	<b>\$ 78,427</b>	<b>-0.5%</b>

## Appendix 17 – Roads and Streets

**West Hants Regional Municipality  
Public Works Administration  
2024-25 Detailed Budget**

<b>General Rate REVENUE</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Street Betterment - Clover Lane	\$ 995	\$ 3,500	\$ 3,500	0.0%
<b>Total Revenue</b>	<b>\$ 995</b>	<b>\$ 3,500</b>	<b>\$ 3,500</b>	<b>0.0%</b>

<b>EXPENSES</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salaries	\$ 176,500	\$ 238,700	\$ 238,423	-0.1%
Employer Share Benefits	\$ 26,183	\$ 43,200	\$ 45,366	5.0%
Mileage & Expenses	\$ 1,159	\$ 2,500	\$ 2,500	0.0%
Training & Development	\$ 4,534	\$ 3,600	\$ 8,600	138.9%
Telephone	\$ 2,986	\$ 3,100	\$ 3,100	0.0%
Computer & Asset Management	\$ 4,550	\$ 6,670	\$ 7,500	12.4%
Insurance	\$ 15,855	\$ 30,300	\$ 36,966	22.0%
Fee to DOT	\$ 190,982	\$ 210,882	\$ 217,037	2.9%
Maintenance - Equipment (Fleet & Sm tools inc.)	\$ 94,431	\$ 109,000	\$ 101,000	-7.3%
Fleet Fuel	\$ 32,963	\$ 28,000	\$ 30,000	7.1%
Other	\$ 72,951	\$ 4,000	\$ 3,500	-12.5%
Professional Services	\$ 9,982	\$ 8,500	\$ 5,000	-41.2%
Capital out of Revenue	\$ 12,945	\$ 16,500	\$ 16,500	0.0%
Traffic/Street Lights	\$ 12,596	\$ 1,000	\$ 600	-40.0%
<b>Total General Expense</b>	<b>\$ 658,616</b>	<b>\$ 705,952</b>	<b>\$ 716,091</b>	<b>1.4%</b>

**West Hants Regional Municipality  
Roads  
2023-24 Detailed Budget**

<b>WEST HANTS COMMUNITY EXPENSES</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salary & Benefits	\$ 74,056	\$ 50,100	\$ 46,357	-7.5%
Overtime	\$ -	\$ -	\$ 4,110	#DIV/0!
PW Cost Distribution	\$ 36,915	\$ 40,000	\$ 13,170	-67.1%
Snow & Ice Control	\$ 17,038	\$ 35,000	\$ 30,000	-14.3%
Snow Equipment Maintenance	\$ 4,206	\$ 10,000	\$ 10,000	0.0%
Roads - Materials	\$ 7,824	\$ 15,000	\$ 10,000	-33.3%
Street / Storm / Sidewalk Maintenance	\$ 40,244	\$ 62,250	\$ 55,000	-11.6%
<b>Total West Hants Expenses</b>	<b>\$ 180,282</b>	<b>\$ 212,350</b>	<b>\$ 168,637</b>	<b>-20.6%</b>

<b>HANTSPORT COMMUNITY EXPENSES</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salary & Benefits	\$ 104,123	\$ 67,200	\$ 65,019	-3.2%
Overtime	\$ -	\$ -	\$ 5,560	#DIV/0!
PW Cost Distribution	\$ 40,383	\$ 30,000	\$ 15,357	-48.8%
Snow & Ice Control	\$ 24,007	\$ 35,000	\$ 30,000	-14.3%
Snow Equipment Maintenance	\$ 8,067	\$ 12,000	\$ 12,000	0.0%
Street Maintenance	\$ 35,660	\$ 40,000	\$ 30,000	-25.0%
Sidewalk Maintenance	\$ 5,292	\$ 6,000	\$ 6,000	0.0%
Traffic/Street Lights	\$ 33,045	\$ 26,500	\$ 30,000	13.2%
<b>Total Hantsport Expenses</b>	<b>\$ 250,577</b>	<b>\$ 216,700</b>	<b>\$ 193,936</b>	<b>-10.5%</b>

<b>WINDSOR COMMUNITY EXPENSES</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salary & Benefits	\$ 177,030	\$ 176,300	\$ 163,764	-7.1%
Overtime	\$ -	\$ -	\$ 14,500	#DIV/0!
PW Cost Distribution	\$ 58,314	\$ 30,000	\$ 34,943	16.5%
Parking Lot Lease	\$ 6,779	\$ 7,000	\$ 7,000	0.0%
Tree Removals & Planting	\$ 1,772	\$ 2,000	\$ 2,000	0.0%
Snow Equipment Maintenance	\$ 23,666	\$ 30,000	\$ 30,000	0.0%
Snow & Ice Control	\$ 33,171	\$ 52,000	\$ 52,000	0.0%
Street Maintenance	\$ 160,556	\$ 150,000	\$ 150,000	0.0%
Sidewalk Maintenance	\$ 18,000	\$ 30,000	\$ 30,000	0.0%
Traffic/Street Lights	\$ 35,774	\$ 47,000	\$ 48,000	2.1%
<b>Total Windsor Expenses</b>	<b>\$ 515,063</b>	<b>\$ 524,300</b>	<b>\$ 532,207</b>	<b>1.5%</b>

<b>Total Public Works Administration and Roads Expenses</b>	<b>\$ 1,604,537</b>	<b>\$ 1,659,302</b>	<b>\$ 1,610,872</b>	<b>-2.9%</b>
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## Appendix 18 – Waste Collection and Disposal

### West Hants Regional Municipality Waste Collection and Disposal 2024-25 Detailed Budget

WEST HANTS AREA RATE EXPENSES	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
<b>Waste Collection</b>				
Bins in Public Works Compound	\$ 19,584	\$ 4,000	\$ 4,000	0.0%
Recycling & Refuse Collection	\$ 710,351	\$ 773,332	\$ 805,000	4.1%
Recyclables Processing	\$ 80,656	\$ 85,926	\$ 86,000	0.1%
Organics Tipping Fees	\$ 102,432	\$ 102,500	\$ 120,000	17.1%
Green Bins	\$ 4,701	\$ 20,000	\$ 28,000	40.0%
Tipping Fees	\$ 100,584	\$ 97,375	\$ 100,000	2.7%
<i>Sub Total</i>	\$ 1,018,307	\$ 1,083,133	\$ 1,143,000	5.5%
<b>Administration</b>				
Salary	\$ 26,210	\$ 39,600	\$ 40,545	2.4%
Overtime			\$ 1,100	#DIV/0!
Employer Share Benefits	\$ 4,518	\$ 7,300	\$ 8,089	10.8%
Mileage & Expenses	\$ 125	\$ 100	\$ 100	0.0%
Training & Development	\$ 944	\$ 1,000	\$ 1,200	20.0%
Telephone	\$ 1,106	\$ 1,000	\$ 1,530	53.0%
Mandated Communication	\$ 3,245	\$ 3,000	\$ 3,000	0.0%
Fleet Maintenance	\$ 938	\$ 1,500	\$ 1,500	0.0%
Fleet Fuel	\$ 492	\$ 800	\$ 800	0.0%
Waste Collection Materials	\$ 30	\$ 500	\$ 500	0.0%
<i>Sub Total</i>	\$ 37,609	\$ 54,800	\$ 58,364	6.5%
<b>Total West Hants Expenses</b>	<b>\$ 1,055,916</b>	<b>\$ 1,137,933</b>	<b>\$ 1,201,364</b>	<b>5.6%</b>
<b>WINDSOR AREA RATE EXPENSES</b>				
<b>Waste Collection</b>				
Bins (Green Cart & Public Waste Stations)	\$ 7,192	\$ 10,000	\$ 14,000	40.0%
Garbage Collection	\$ 57,472	\$ 49,400	\$ 61,000	23.5%
Compostable Organics Collection	\$ 60,059	\$ 47,600	\$ 57,500	20.8%
Tipping Fees	\$ 30,397	\$ 30,000	\$ 30,000	0.0%
Organic Tipping Fees	\$ 28,238	\$ 40,000	\$ 40,000	0.0%
Recycling Collection/Processing	\$ 69,746	\$ 85,900	\$ 94,400	9.9%
<i>Sub Total</i>	\$ 253,104	\$ 262,900	\$ 296,900	12.9%
<b>Administration</b>				
Salary	\$ 22,516	\$ 40,300	\$ 41,185	2.2%
Overtime			\$ 1,100	#DIV/0!
Employer Share Benefits	\$ 3,835	\$ 7,500	\$ 8,069	7.6%
Mileage & Expenses	\$ 451	\$ 500	\$ 500	0.0%
Training & Development	\$ 265	\$ 250	\$ 250	0.0%
Telephone	\$ 903	\$ 400	\$ 750	87.5%
Mandated Communication	\$ 1,447	\$ 1,500	\$ 1,500	0.0%
Fleet Maintenance	\$ 2,967	\$ 1,500	\$ 1,500	0.0%
Fleet Fuel	\$ 1,828	\$ 800	\$ 800	0.0%
Other	\$ 171	\$ 200	\$ 100	-50.0%
<i>Sub Total</i>	\$ 34,383	\$ 52,950	\$ 55,754	5.3%
<b>Total Windsor Expenses</b>	<b>\$ 287,487</b>	<b>\$ 315,850</b>	<b>\$ 352,654</b>	<b>11.7%</b>
<b>Total Expenses</b>	<b>\$ 1,343,403</b>	<b>\$ 1,453,783</b>	<b>\$ 1,554,018</b>	<b>6.9%</b>

## Appendix 19 – Landfill (Closed)

**West Hants Regional Municipality  
Landfill  
2024-25 Detailed Budget**

<b>REVENUE</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Transfer From ARO Reserve	\$ 56,958	\$ 53,860	\$ 53,883	0.0%
<b>Total Revenue</b>	<b>\$ 50,343</b>	<b>\$ 53,860</b>	<b>\$ 53,883</b>	<b>0.0%</b>
<b>EXPENSES</b>				
Salary	\$ 7,616	\$ 4,300	\$ 4,440	3.3%
Overtime	\$ -	\$ -	\$ 50	#DIV/0!
Employer Share Benefits	\$ 800	\$ 760	\$ 868	14.2%
Mileage & Expenses	\$ 224	\$ 400	\$ 400	0.0%
Training & Development	\$ 317	\$ 300	\$ 300	0.0%
Telephone	\$ 662	\$ 600	\$ 1,125	87.5%
PW Cost Distribution	\$ 4,461	\$ 5,000	\$ 5,200	4.0%
Monitoring Program Sampling	\$ 25,874	\$ 27,500	\$ 27,500	0.0%
Site Maintenance	\$ 11,476	\$ 15,000	\$ 14,000	-6.7%
<b>Total Expenses</b>	<b>\$ 51,429</b>	<b>\$ 53,860</b>	<b>\$ 53,883</b>	<b>0.0%</b>

## Appendix 20 – Waste Diversion

### West Hants Regional Municipality Waste Diversion 2024-25 Detailed Budget

<b>REVENUE</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Transfer of Diversion Credits	\$ -	\$ 75,700	\$ 78,647	3.9%
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ 75,700</b>	<b>\$ 78,647</b>	<b>3.9%</b>
<b>EXPENSES</b>				
Salary	\$ 48,644	\$ 57,400	\$ 58,250	1.5%
Overtime	\$ -	\$ -	\$ 630	#DIV/0!
Employer Share Benefits	\$ 8,944	\$ 10,900	\$ 11,967	9.8%
Mileage/Expenses	\$ 569	\$ 1,300	\$ 1,300	0.0%
Training & Development	\$ 547	\$ 500	\$ 1,500	200.0%
Telephone	\$ 1,458	\$ 1,100	\$ 1,950	77.3%
Mandated Communication	\$ 854	\$ 500	\$ -	-100.0%
PW Cost Distribution	\$ 3,538	\$ 600	\$ 650	8.3%
Equipment	\$ 25	\$ -	\$ -	#DIV/0!
Fleet Maintenance	\$ 650	\$ 1,300	\$ 1,300	0.0%
Fleet Fuel	\$ 214	\$ 600	\$ 600	0.0%
Recycling Projects	\$ 546	\$ -	\$ -	#DIV/0!
Supplies	\$ 3,538	\$ 1,000	\$ 500	-50.0%
Other Organics Diversion Program	\$ 961	\$ 500	\$ -	-100.0%
<b>Total Expenses</b>	<b>\$ 70,490</b>	<b>\$ 75,700</b>	<b>\$ 78,647</b>	<b>3.9%</b>

## Appendix 21 – Municipal Facilities

### West Hants Regional Municipality Municipal Facilities 2024-25 Detailed Budget

<b>100 King St. REVENUE</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Rentals - Windsor Fire	\$ 64,344	\$ 66,700	\$ 75,979	13.9%
Lease - Cell Tower	\$ 8,700	\$ 10,500	\$ 10,500	0.0%
Lease - ScotianWEB	\$ 24,021	\$ 26,000	\$ 26,000	0.0%
<b>Total General Rate Revenue</b>	<b>\$ 97,065</b>	<b>\$ 103,200</b>	<b>\$ 112,479</b>	<b>9.0%</b>

<b>EXPENSES Administration &amp; Facilities</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salary - Full Time	\$ 17,500	\$ 16,900	\$ 24,585	45.5%
Overtime	\$ -	\$ -	\$ 525	#DIV/0!
Employer Share Benefits	\$ 2,981	\$ 3,050	\$ 7,200	136.1%
Mileage & Expenses	\$ 155	\$ 150	\$ 150	0.0%
Training & Development	\$ 535	\$ 500	\$ 500	0.0%
Telephone	\$ 532	\$ 500	\$ 870	74.0%
Operating Supplies & Services	\$ 5,372	\$ 5,000	\$ 2,000	-60.0%
Insurance	\$ 3,819	\$ 7,550	\$ 9,210	22.0%
Building Maintenance	\$ 60,199	\$ 58,510	\$ 60,000	2.5%
Equipment Fuel	\$ 48	\$ 150	\$ 50	-66.7%
Water & Sewer	\$ 9,707	\$ 9,000	\$ 10,000	11.1%
Property Taxes	\$ 474	\$ 650	\$ 650	0.0%
Power	\$ 39,422	\$ 41,150	\$ 44,850	9.0%
Fuel	\$ 30,042	\$ 22,000	\$ 24,000	9.1%
<b>Total 100 Kings St. Building Expenses</b>	<b>\$ 170,784</b>	<b>\$ 165,110</b>	<b>\$ 184,590</b>	<b>11.8%</b>

<b>76 Morison EXPENSES Administration &amp; Facilities</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salary - Full Time	\$ 26,393	\$ 18,000	\$ 20,195	12.2%
Overtime	\$ -	\$ -	\$ -	#DIV/0!
Employer Share Benefits	\$ 4,253	\$ 3,250	\$ 3,507	7.9%
Mileage & Expenses	\$ 207	\$ 300	\$ 300	0.0%
Training & Development	\$ 210	\$ 200	\$ 200	0.0%
Telephone	\$ 892	\$ 450	\$ 750	66.7%
Operating Supplies & Services	\$ 608	\$ 1,000	\$ 750	-25.0%
Insurance	\$ 3,485	\$ 5,500	\$ 8,700	58.2%
Building Maintenance	\$ 46,242	\$ 35,600	\$ 40,000	12.4%
Equipment Fuel	\$ 114	\$ 200	\$ 50	-75.0%
Water & Sewer	\$ 1,974	\$ 2,250	\$ 2,500	11.1%
Property Taxes	\$ 1,509	\$ 2,000	\$ 2,000	0.0%
Power	\$ 25,875	\$ 21,600	\$ 23,540	9.0%
<b>Total 76 Morison Dr. Building Expenses</b>	<b>\$ 111,762</b>	<b>\$ 90,350</b>	<b>\$ 102,492</b>	<b>13.4%</b>

**West Hants Regional Municipality  
Hantsport Food Bank  
2024-25 Detailed Budget**

REVENUE	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Rent	\$ 3,475	\$ 3,600	\$ 3,600	0.0%
<b>Total Food Bank Revenue</b>	<b>\$ 3,475</b>	<b>\$ 3,600</b>	<b>\$ 3,600</b>	<b>0.0%</b>

EXPENSES	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
<b>Food Bank</b>				
Building Maintenance	\$ 7,430	\$ 2,500	\$ 3,500	40.0%
Power	\$ 12	\$ 2,200	\$ 2,400	9.1%
Property Taxes	\$ -	\$ -	\$ -	#DIV/0!
Land Lease	\$ -	\$ 550	\$ 550	0.0%
Water & Sewer	\$ 167	\$ 1,240	\$ 1,240	0.0%
<b>Total Food Bank Expenses</b>	<b>\$ 7,610</b>	<b>\$ 6,490</b>	<b>\$ 7,690</b>	<b>18.5%</b>

**West Hants Regional Municipality  
Windsor Library  
2024-25 Detailed Budget**

General Rate REVENUE	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Rentals	\$ -	\$ -	\$ -	0.0%
<b>Total General Rate Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>

EXPENSES	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
<b>Administration &amp; Facilities</b>				
Salary & Benefits	\$ 10,479	\$ 7,500	\$ 8,185	9.1%
Overtime	\$ -	\$ -	\$ 357	#DIV/0!
Telephone	\$ 405	\$ 500	\$ 1,640	228.0%
Operating Supplies & Services	\$ 666	\$ 700	\$ 500	-28.6%
Insurance	\$ 1,056	\$ 2,027	\$ 2,475	22.1%
Building Maintenance	\$ 20,290	\$ 13,000	\$ 13,000	0.0%
Water & Sewer	\$ 630	\$ 1,000	\$ 1,000	0.0%
Power	\$ 8,884	\$ 9,035	\$ 9,850	9.0%
<b>Total Admin &amp; Facilities</b>	<b>\$ 42,410</b>	<b>\$ 33,763</b>	<b>\$ 37,007</b>	<b>9.6%</b>

**West Hants Regional Municipality  
Hantsport Library  
2024-25 Detailed Budget**

EXPENSES	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
<b>Administration &amp; Facilities</b>				
Salary & Benefits	\$ 1,799	\$ 5,000	\$ 3,855	-22.9%
Overtime	\$ -	\$ -	\$ 168	#DIV/0!
Insurance	\$ 1,288	\$ 1,598	\$ 772	-51.7%
Building Maintenance	\$ 16,380	\$ 8,000	\$ 9,000	12.5%
Water & Sewer	\$ 478	\$ 497	\$ 1,000	101.0%
Power	\$ 1,210	\$ 2,494	\$ 2,720	9.1%
<b>Total Admin &amp; Facilities</b>	<b>\$ 21,156</b>	<b>\$ 17,589</b>	<b>\$ 17,515</b>	<b>-0.4%</b>
<b>Total Library Expenses</b>	<b>\$ 63,566</b>	<b>\$ 51,352</b>	<b>\$ 54,522</b>	<b>6.2%</b>

**West Hants Regional Municipality  
Courthouse  
2024-25 Detailed Budget**

<b>REVENUE</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Fiscal Courthouse	\$ 72,248	\$ 95,315	\$ 112,857	18.4%
<b>Total Revenue</b>	<b>\$ 72,248</b>	<b>\$ 95,315</b>	<b>\$ 112,857</b>	<b>18.4%</b>
<b>EXPENSES</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Salary	\$ 13,977	\$ 13,700	\$ 15,425	12.6%
Overtime			\$ 525	#DIV/0!
Employee Share Benefits	\$ 1,947	\$ 2,500	\$ 2,872	14.9%
Mileage & Expenses	\$ -	\$ 100	\$ 100	0.0%
Telephone	\$ 50	\$ 100	\$ 100	0.0%
Insurance	\$ 3,020	\$ 4,300	\$ 5,250	22.1%
Water/Sewer	\$ 994	\$ 1,350	\$ 1,950	44.4%
Power	\$ 5,738	\$ 7,500	\$ 8,175	9.0%
Fuel	\$ 24,344	\$ 25,600	\$ 26,500	3.5%
Supplies Cleaning	\$ 7,889	\$ 1,500	\$ 1,700	13.3%
Repairs & Maintenance	\$ 35,823	\$ 30,000	\$ 40,000	33.3%
<b>Total Operations</b>	<b>\$ 93,782</b>	<b>\$ 86,650</b>	<b>\$ 102,597</b>	<b>9.4%</b>
Admin. Fee	\$ 7,005	\$ 8,665	\$ 10,260	18.4%
Capital Expenditures (50%)	\$ 2,618	\$ -	\$ -	#DIV/0!
<b>Total Expenses</b>	<b>\$ 103,405</b>	<b>\$ 95,315</b>	<b>\$ 112,857</b>	<b>18.4%</b>

## Appendix 22 – Municipal Sewer System

### West Hants Regional Municipality Sewer 2024-25 Detailed Budget

REVENUE	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Sewer Rates - Metred & Base	\$ 2,148,534	\$ 2,351,333	\$ 2,231,424	-5.1%
Other Revenue	\$ 27,744	\$ 68,050	\$ 8,385	-87.7%
<b>Total Revenue</b>	<b>\$ 2,176,278</b>	<b>\$ 2,419,383</b>	<b>\$ 2,239,809</b>	<b>-7.4%</b>

EXPENSES	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
<b>Administration</b>				
Salary	\$ 510,747	\$ 494,000	\$ 539,145	9.1%
Employer Share Benefits	\$ 83,409	\$ 94,100	\$ 108,248	15.0%
Mileage & Expenses	\$ 1,216	\$ 1,350	\$ 1,500	11.1%
Training & Development	\$ 6,083	\$ 6,500	\$ 7,000	7.7%
Telephone	\$ 3,544	\$ 3,100	\$ 5,100	64.5%
Mandated Communications	\$ 73	\$ -	\$ -	#DIV/0!
Administration Fee	\$ 113,625	\$ 143,214	\$ 141,560	-1.2%
PW Cost Distribution	\$ 36,923	\$ 38,000	\$ 39,500	3.9%
Computer & Asset Management	\$ 10,668	\$ 13,000	\$ 14,000	7.7%
Insurance	\$ 12,630	\$ 7,839	\$ 8,690	10.9%
Depreciation	\$ 285,228	\$ 526,665	\$ 454,890	-13.6%
Equipment Maintenance	\$ 23,001	\$ 14,000	\$ 11,000	-21.4%
Fleet Maintenance	\$ 32,692	\$ 27,500	\$ 27,500	0.0%
Fleet Fuel	\$ 31,866	\$ 39,000	\$ 40,000	2.6%
Other	\$ 10,965	\$ 5,500	\$ 3,250	-40.9%
Professional Services	\$ 12,266	\$ 19,000	\$ 15,000	-21.1%
Capital out of Revenue	\$ 27,841	\$ -	\$ 8,500	#DIV/0!
Treatment Plant - Kings County	\$ 102,659	\$ 95,600	\$ 195,650	104.7%
Treatment Plant - Windsor Sewer	\$ 20,000	\$ 60,000	\$ -	-100.0%
<b>Total Administration</b>	<b>\$ 1,325,436</b>	<b>\$ 1,588,368</b>	<b>\$ 1,620,533</b>	<b>2.0%</b>

#### Sewage Collection Systems

Pipe Maintenance	\$ 14,273	\$ 26,500	\$ 20,500	-22.6%
Operational Expenses	\$ 9,978	\$ 8,500	\$ 5,500	-35.3%
Maintenance - Manhole Structure	\$ 3,415	\$ 4,500	\$ 3,000	-33.3%
Outside Contract Work	\$ 17,367	\$ 30,000	\$ 30,000	0.0%
<b>Total Sewage Collection Systems</b>	<b>\$ 45,033</b>	<b>\$ 69,500</b>	<b>\$ 59,000</b>	<b>-15.1%</b>

#### Lift Stations

Insurance	\$ 6,352	\$ 12,237	\$ 14,870	21.5%
Water Charges	\$ 1,923	\$ 2,500	\$ 2,500	0.0%
Power	\$ 84,623	\$ 74,100	\$ 83,360	12.5%
Maintenance	\$ 58,370	\$ 66,000	\$ 50,000	-24.2%
Portable Generator	\$ 849	\$ 750	\$ 900	20.0%
<b>Total Lift Stations</b>	<b>\$ 152,118</b>	<b>\$ 155,587</b>	<b>\$ 151,630</b>	<b>-2.5%</b>

**Sewage Treatment & Disposal- Lagoon Drive**

Water/Sewer Charges	\$ 488	\$ 550	\$ 550	0.0%
Power	\$ 48,195	\$ 45,610	\$ 49,710	9.0%
Chemical Supplies	\$ 24,212	\$ 25,000	\$ 25,000	0.0%
Insurance	\$ 590	\$ 1,000	\$ 1,220	22.0%
Operational Expenses	\$ 5,892	\$ 7,000	\$ 6,000	-14.3%
Maintenance	\$ 14,990	\$ 10,000	\$ 7,500	-25.0%
<i>Total ST&amp;D Lagoon Dr</i>	\$ 94,367	\$ 89,160	\$ 89,980	0.9%

**Sewage Treatment & Disposal- Wentworth Road (Headworks)**

Water/Sewer Charges	\$ 7,104	\$ 8,500	\$ 13,300	56.5%
Power	\$ 14,046	\$ 20,650	\$ 85,000	311.6%
Insurance	\$ 1,531	\$ 3,100	\$ 3,780	21.9%
Operational Expenses	\$ 12,857	\$ 11,000	\$ 10,000	-9.1%
Equipment Maintenance	\$ 34,290	\$ 35,000	\$ 35,000	0.0%
<i>Total ST&amp;D Wentworth Rd</i>	\$ 69,828	\$ 78,250	\$ 147,080	88.0%

**Sewage Treatment & Disposal - West Hants**

Power	\$ 62,753	\$ 61,150	\$ 66,650	9.0%
Sewage Treatment Fee	\$ 11,381	\$ 10,000	\$ 12,000	20.0%
Operational Expenses	\$ 43,227	\$ 50,000	\$ 45,000	-10.0%
<i>Total ST&amp;D West Hants</i>	\$ 117,361	\$ 121,150	\$ 123,650	2.1%
<b>Total Sewage Treatment &amp; Disposal</b>	\$ 281,556	\$ 288,560	\$ 360,710	25.0%

**Long Term Debt Payments**

MFC Principal Payment	\$ 327,155	\$ 319,817	\$ 351,850	10.0%
MFC Interest Payment	\$ 126,490	\$ 110,542	\$ 101,600	-8.1%
<b>Long Term Debt Payments</b>	\$ 453,645	\$ 430,359	\$ 453,450	5.4%
<b>Total Expenses</b>	\$ 2,257,787	\$ 2,532,374	\$ 2,645,323	4.5%
<b>Surplus/(Deficit)</b>	\$ (81,509)	\$ (112,991)	\$ (405,514)	258.9%

## Appendix 23 – Municipal Water Utilities

### West Hants Regional Municipality West Hants Water Utility 2024-25 Detailed Budget

REVENUE	3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
Residential - Consumption	\$ 988,613	\$ 1,032,298	\$ 1,007,745	-2.4%
Residential - Meter	\$ 646,052	\$ 728,836	\$ 726,387	-0.3%
Commercial (Bulk Sales)	\$ 1,824	\$ 2,033	\$ 1,985	-2.4%
Public	\$ 597,193	\$ 613,663	\$ 595,789	-2.9%
Private	\$ 833	\$ 1,288	\$ 1,250	-2.9%
Services	\$ 600	\$ 927	\$ 900	-2.9%
Other	\$ 916	\$ 4,202	\$ 4,202	0.0%
Special Services	\$ 15,955	\$ 17,661	\$ 16,200	-8.3%
Water Sales	\$ 47,108	\$ 161,727	\$ 73,000	-54.9%
Interest Earned Overdue Acc.	\$ 5,633	\$ 3,336	\$ 3,000	-10.1%
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 2,304,727</b>	<b>\$ 2,565,970</b>	<b>\$ 2,430,459</b>	<b>-5.3%</b>

EXPENSES	ACTUALS 3-Year Average	BUDGET 2023-24	BUDGET 2024-25	VARIANCE
<b>SOURCE OF SUPPLY</b>				
Maintenance (SOS)	\$ 3,870	\$ 8,000	\$ 5,000	-37.5%
Water Purchased - TMP	\$ 410,608	\$ 426,132	\$ 400,000	-6.1%
Water/Provincial Permits	\$ 2,110	\$ 5,000	\$ 3,000	-40.0%
<b>TOTAL SOURCE OF SUPPLY</b>	<b>\$ 416,588</b>	<b>\$ 439,132</b>	<b>\$ 408,000</b>	<b>-7.1%</b>

WATER TREATMENT				
Operational Labour	\$ 193,175	\$ 233,800	\$ 259,178	10.9%
Power - 238 Eldridge Rd	\$ 40,811	\$ 37,100	\$ 40,440	9.0%
Power - Hantsport WTP	\$ 8,751	\$ 18,350	\$ 20,000	9.0%
Fuel / Propane - Inc. Generator- & Maintainance	\$ 12,860	\$ 13,000	\$ 18,500	42.3%
Chemicals	\$ 76,783	\$ 85,000	\$ 100,000	17.6%
Alarm	\$ 436	\$ 700	\$ 500	-28.6%
Structures & Improvements	\$ 10,174	\$ 11,600	\$ 12,000	3.4%
Pumping Equipment	\$ 495	\$ 2,500	\$ -	-100.0%
Treatment Equipment	\$ 46,362	\$ 55,000	\$ 57,000	3.6%
Supplies & Maintenance	\$ 7,499	\$ 11,500	\$ 10,000	-13.0%
Other Expenses	\$ 1,438	\$ 1,000	\$ 500	-50.0%
<b>TOTAL WATER TREATMENT</b>	<b>\$ 398,784</b>	<b>\$ 469,550</b>	<b>\$ 518,118</b>	<b>10.3%</b>

**TRANSMISSION & DISTRIBUTION**

Supervision	\$ 215,802	\$ 251,777	\$ 282,141	12.1%
Operational Labour	\$ 196,678	\$ 291,463	\$ 349,478	19.9%
Reservoirs & Standpipes	\$ 16,271	\$ 20,000	\$ 15,000	-25.0%
Structures & Improvements	\$ 1,711	\$ -	\$ -	#DIV/0!
Mains	\$ 93,434	\$ 85,000	\$ 70,000	-17.6%
Leak Detection	\$ 7,281	\$ 7,500	\$ 7,500	0.0%
Bulk Water Haul Station	\$ -	\$ 4,500	\$ 4,500	0.0%
Services	\$ (89,116)	\$ 40,000	\$ 32,000	-20.0%
Meters - Supplies & Maintenance	\$ 3,931	\$ 6,000	\$ 2,000	-66.7%
Hydrants	\$ 8,222	\$ 8,500	\$ 5,000	-41.2%
PW Cost Distribution	\$ 20,598	\$ 30,150	\$ 30,700	1.8%
Rents (DMA Radio)	\$ 346	\$ 600	\$ -	-100.0%
Fleet Maintenance	\$ 22,910	\$ 25,000	\$ 25,000	0.0%
Fleet Fuel	\$ 18,093	\$ 25,000	\$ 25,000	0.0%
Other	\$ 512	\$ 200	\$ 100	-50.0%
Lab Analysis	\$ 15,376	\$ 15,000	\$ 15,000	0.0%
Monitoring Services	\$ 1,163	\$ 2,000	\$ -	-100.0%
Power	\$ 20,012	\$ 9,647	\$ 10,500	8.8%
<b>TOTAL TRANSMISSION &amp; DISTRIBUTION</b>	<b>\$ 553,223</b>	<b>\$ 822,337</b>	<b>\$ 873,919</b>	<b>6.3%</b>

**ADMINISTRATION**

Professional Services	\$ 9,613	\$ 25,000	\$ 15,000	-40.0%
Computer & Asset Management	\$ 15,432	\$ 6,700	\$ 7,700	14.9%
Mileage & Expenses	\$ 5,396	\$ 4,500	\$ 4,500	0.0%
Training & Development	\$ 5,830	\$ 5,000	\$ 6,000	20.0%
Telephone	\$ 11,302	\$ 9,000	\$ 10,000	11.1%
Advertising	\$ 610	\$ 1,000	\$ -	-100.0%
Administration Fee	\$ 158,128	\$ 229,865	\$ 189,934	-17.4%
General Office Expenses	\$ 1,582	\$ 4,000	\$ 3,000	-25.0%
Auditor	\$ 8,302	\$ 9,000	\$ 6,000	-33.3%
UARB	\$ 2,430	\$ 10,000	\$ 10,000	0.0%
Insurance	\$ 6,730	\$ 8,277	\$ 10,100	22.0%
Other Expenses	\$ 3,649	\$ 2,000	\$ 1,500	-25.0%
Depreciation	\$ 389,287	\$ 458,157	\$ 470,985	2.8%
Taxes	\$ 29,968	\$ 25,000	\$ 33,598	34.4%
<b>TOTAL ADMINISTRATION EXPENSES</b>	<b>\$ 648,259</b>	<b>\$ 797,499</b>	<b>\$ 768,317</b>	<b>-3.7%</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 2,016,854</b>	<b>\$ 2,528,518</b>	<b>\$ 2,568,355</b>	<b>1.6%</b>

<b>Operating Profit (Loss)</b>	<b>\$ 287,874</b>	<b>\$ 37,453</b>	<b>\$ (137,896)</b>	<b>-468.2%</b>
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**NON OPERATING REVENUE**

Bank Interest	\$ 584	\$ 3,500	\$ 3,500	0.0%
<b>TOTAL NON OPERATING REVENUE</b>	<b>\$ 584</b>	<b>\$ 3,500</b>	<b>\$ 3,500</b>	<b>0.0%</b>

**NON OPERATING EXPENSES**

Principal	\$ 58,829	\$ 60,134	\$ 60,134	0.0%
Long Term Debt (interest)	\$ 19,848	\$ 15,910	\$ 15,910	0.0%
Capital Out of Revenue	\$ 24,126	\$ 50,000	\$ 16,000	-68.0%
Transfer to Sludge Handling Reserve	\$ 6,667	\$ 10,000	\$ 10,000	0.0%
<b>TOTAL NON OPERATING EXPENSES</b>	<b>\$ 109,470</b>	<b>\$ 136,044</b>	<b>\$ 102,044</b>	<b>-25.0%</b>
<b>Total Surplus/(Deficit)</b>	<b>\$ 178,987</b>	<b>\$ (95,091)</b>	<b>\$ (236,441)</b>	<b>148.6%</b>

**West Hants Regional Municipality  
Windsor Water Utility  
2024-25 Detailed Budget**

<b>REVENUE</b>	<b>3-Year Average</b>	<b>BUDGET 2023-24</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
Residential Metered	\$ 598,312	\$ 683,873	\$ 618,925	-9.5%
Flat Rate Sales	\$ 462,837	\$ 481,416	\$ 458,450	-4.8%
Fire Protection -Town of Windsor	\$ 303,224	\$ 319,208	\$ 319,206	0.0%
Fire Protection - West Hants	\$ 147,330	\$ 155,095	\$ 155,097	0.0%
Fire Protection- Private Hydrants	\$ -	\$ -	\$ -	#DIV/0!
Sprinkler Service	\$ 5,745	\$ 5,927	\$ 5,650	-4.7%
Three Mile Plains Water Utility	\$ 157,492	\$ 298,700	\$ 112,000	-62.5%
Wentworth Water Utility	\$ (33)	\$ 2,522	\$ 2,050	-18.7%
Dill Road Utility	\$ 26,054	\$ 27,176	\$ 26,070	-4.1%
West Hants- Underwood Meter	\$ 502	\$ 376	\$ 62,750	16585.0%
West Hants Service Charge	\$ 99,981	\$ 104,404	\$ 99,520	-4.7%
Interest on Customer Accounts	\$ 4,808	\$ 4,096	\$ 2,532	-38.2%
Other Operating Revenue	\$ 7,922	\$ 5,493	\$ 3,500	-36.3%
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 1,814,173</b>	<b>\$ 2,088,286</b>	<b>\$ 1,865,750</b>	<b>-10.7%</b>

<b>EXPENSES</b>	<b>3-Year Average</b>	<b>BUDGET 2022-23</b>	<b>BUDGET 2024-25</b>	<b>VARIANCE</b>
<b>SOURCE OF SUPPLY</b>				
Maintenance - Watershed Roads	\$ 893	\$ 5,000	\$ 5,000	0.0%
Other Supplies & Expenses	\$ 3,976	\$ 300	\$ 300	0.0%
Water Withdrawal Fees	\$ 860	\$ 1,500	\$ 1,500	0.0%
<b>TOTAL SOURCE OF SUPPLY</b>	<b>\$ 5,728</b>	<b>\$ 6,800</b>	<b>\$ 6,800</b>	<b>0.0%</b>

<b>WATER TREATMENT</b>				
Operational Labour	\$ 178,578	\$ 191,392	\$ 227,995	19.1%
Photocopier	\$ 403	\$ 500	\$ 500	0.0%
Office Supplies	\$ (642)	\$ 200	\$ 200	0.0%
Chemicals	\$ 106,896	\$ 150,000	\$ 150,000	0.0%
Other Supplies & Expenses	\$ 2,534	\$ 3,000	\$ 1,500	-50.0%
Maintenance - Plant Roadways	\$ 7,416	\$ 8,500	\$ 8,000	-5.9%
Maintenance - Building	\$ 13,333	\$ 15,000	\$ 11,000	-26.7%
Maintenance - Equipment	\$ 47,250	\$ 58,000	\$ 50,000	-13.8%
Maintenance - Waste Water Lagoon	\$ 3,515	\$ 5,000	\$ 4,000	-20.0%
Power	\$ 51,569	\$ 54,600	\$ 59,500	9.0%
Fuel	\$ 29,381	\$ 25,000	\$ 28,000	12.0%
Lab Supplies	\$ 5,121	\$ 6,500	\$ 6,000	-7.7%
Outside Testing	\$ 14,009	\$ 14,000	\$ 12,000	-14.3%
All Terrain Vehicle	\$ 271	\$ 500	\$ 200	-60.0%
<b>TOTAL WATER TREATMENT</b>	<b>\$ 459,635</b>	<b>\$ 532,192</b>	<b>\$ 558,895</b>	<b>5.0%</b>

**TRANSMISSION & DISTRIBUTION**

Operational Labour	\$ 301,070	\$ 355,935	\$ 415,489	16.7%
Small Tools & Equipment	\$ 3,600	\$ 6,000	\$ 5,000	-16.7%
Maintenance - Mains & Standpipes	\$ 76,104	\$ 65,000	\$ 50,000	-23.1%
Maintenance - Services	\$ 18,641	\$ 15,000	\$ 10,000	-33.3%
Maintenance - Meters	\$ 9,169	\$ 4,500	\$ 2,000	-55.6%
Maintenance - Hydrants	\$ 185	\$ 6,000	\$ 3,000	-50.0%
Power - Isolation Valve Chamber	\$ 1,186	\$ 1,450	\$ 1,580	9.0%
Other Expenses	\$ 460	\$ 1,000	\$ 600	-40.0%
Vehicle Use from PW	\$ 34,139	\$ 30,000	\$ 30,000	0.0%
<b>TOTAL TRANSMISSION &amp; DISTRIBUTION</b>	<b>\$ 444,554</b>	<b>\$ 484,885</b>	<b>\$ 517,669</b>	<b>6.8%</b>

**ADMINISTRATION**

Advertising	\$ 461	\$ 700	\$ 200	-71.4%
Auditors	\$ 8,002	\$ 9,000	\$ 5,000	-44.4%
UARB	\$ 2,069	\$ 9,500	\$ 9,500	0.0%
Professional Services	\$ 29,104	\$ 45,000	\$ 30,000	-33.3%
Computer & Asset Management	\$ 7,385	\$ 10,200	\$ 11,000	7.8%
Insurance	\$ 8,477	\$ 12,268	\$ 14,970	22.0%
Uncollectible Accounts	\$ -	\$ 5,000	\$ 2,000	-60.0%
Training & Travel	\$ 11,961	\$ 12,000	\$ 12,000	0.0%
Telephone	\$ 5,737	\$ 3,800	\$ 4,800	26.3%
PW Contribution	\$ 26,907	\$ 32,000	\$ 32,000	0.0%
Administration Fee	\$ 125,377	\$ 146,002	\$ 120,929	-17.2%
Depreciation	\$ 250,925	\$ 254,661	\$ 254,661	0.0%
Taxes	\$ 34,307	\$ 47,018	\$ 32,466	-30.9%
<b>TOTAL ADMINISTRATION EXPENSES</b>	<b>\$ 510,711</b>	<b>\$ 587,149</b>	<b>\$ 529,526</b>	<b>-9.8%</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 1,420,628</b>	<b>\$ 1,611,026</b>	<b>\$ 1,612,890</b>	<b>0.1%</b>

<b>Operating Profit (Loss)</b>	<b>\$ 393,544</b>	<b>\$ 477,260</b>	<b>\$ 252,861</b>	<b>-47.0%</b>
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**NON OPERATING REVENUE**

Interest	\$ 1,889	\$ 2,459	\$ 12,304	400.3%
Other Non-Operating Revenue	\$ 372	\$ 721	\$ -	-100.0%
<b>TOTAL NON OPERATING REVENUE</b>	<b>\$ 2,262</b>	<b>\$ 3,180</b>	<b>\$ 12,304</b>	<b>286.9%</b>

**NON OPERATING EXPENSES**

Principal on Long Term Debt	\$ 302,030	\$ 146,043	\$ 47,448	-67.5%
Interest on Long Term Debt	\$ 42,961	\$ 17,751	\$ 14,659	-17.4%
CAPITAL EXPENDITURES OUT OF REVENUE	\$ 15,919	\$ -	\$ 15,500	0.0%
Transfer to Sludge Handling Reserve	\$ -	\$ 10,000	\$ 10,000	100.0%
<b>TOTAL NON OPERATING EXPENSES</b>	<b>\$ 360,909</b>	<b>\$ 173,794</b>	<b>\$ 87,607</b>	<b>-49.6%</b>
<b>Total Surplus/(Deficit)</b>	<b>\$ 34,897</b>	<b>\$ 306,646</b>	<b>\$ 177,557</b>	<b>-42.1%</b>