



## REPORT FIN-2017-030

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TO: Mayor and Members of Council

FROM: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: October 4, 2017

SUBJECT: Municipal Performance Measurement Program Report for 2016  
File No. F00 MUN

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### **RECOMMENDATIONS**

That Report FIN-2017-030 regarding the Municipal Performance Measurement Program Report for 2016 be received; and

That staff publish the Municipal Performance Measurement Program Report for 2016 on the Township website.

### **DISCUSSION**

#### **Purpose**

The purpose of this report is to provide Council with information regarding the Municipal Performance Measurement Program Report (MPMP) for 2016 and to publish the MPMP report on the Township website.

#### **Background**

Section 299 of the Municipal Act, 2001 specifies that a municipality must provide the Ministry of Municipal Affairs and Housing (MMAH) with information measuring the efficiency and effectiveness of a municipality's operations and that this information shall be published in a manner and form determined by the municipality.

The reporting is commonly referred to as the MPMP report and is based on the Financial Information Return (FIR) that municipalities must also prepare annually.

The MMAH provides extensive FIR schedules for municipalities to complete each year. MMAH generally updates the schedules annually to streamline the data collection process or to reflect changes in Provincial information gathering requirements, trends, and other factors to help the Province better understand/obtain an overview of the finances of all Ontario municipalities. The Township's financial statements are based on

the FIR and the Provincial MPMP has been based on statistical information that was collected on specific schedules in the FIR.

Commencing for the 2014 reporting year, MMAH has updated the FIR and reduced the statistical information section of the FIR. Schedule A attached to this report includes these statistical measures for 2014 to 2016 and is based on the new Provincial data requirements for the FIR as part of Schedule 80D of the FIR. These measures form the MPMP, a performance measurement and reporting system that promotes local government transparency and accountability.

In previous years, the Township posted the MPMP results on the Township website and published notice in the Puslinch Pioneer regarding the availability of the MPMP data. It is recommended that effective for the 2016 MPMP, that the results only be posted on the Township website.

The information for the 2016 fiscal year has also been sent to the MMAH as part of the annual FIR submission.

## **FINANCIAL IMPLICATIONS**

For each measure, the 2016 results listed in Schedule A of this report are reported on the Township's 2016 FIR submitted to the MMAH.

Commencing for the 2014 year, the reporting format of the MPMP changed to reduce the reporting requirement for municipal data that is already available.

Schedule 80D of the FIR replaces the previous MPMP schedules 90 to 95 of the FIR. Schedules 90 to 95 of the FIR were applicable pre 2013 reporting.

## **APPLICABLE LEGISLATION AND REQUIREMENTS**

Section 299 of the Municipal Act, 2001

## **ATTACHMENTS**

Schedule A: 2014 to 2016 MPMP Reporting

**FIR2016: Puslinch Tp**

Asmt Code: 2301

MAH Code: 75612

**Schedule A to Report Form 2017-030**

**STATISTICAL INFORMATION**

for the year ended December 31, 2016

**9. Building Permit Information (Performance Measures)**

1300 What method does your municipality use to determine total construction value? . . . . .

1302 If "Other Method" is selected in line 1300, please describe the method used to determine total construction value . . . . .

Column 1 #	Column 2 #	Column 3 #	Description 4 LIST
			Applicant's Declared Value

**Total Value of Construction Activity**

1304 Total Value of Construction Activity for 2016 based on permits issued. . . . .

1
\$
44,165,372

**Review of Complete Building Permit Applications:** Median number of working days to review a complete building permit application and issue a permit or not issue a permit, and provide all reasons for refusal (by Category):

1306 **Category 1 : Houses (houses not exceeding 3 storeys/600 square metres)** . . . . .  
Reference : provincial standard is 10 working days

Median Number of Working Days
1
#
8

1308 **Category 2 : Small Buildings (small commercial/industrial not exceeding 3 storeys/600 square metres)** . . . . .  
Reference : provincial standard is 15 working days

15
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1310 **Category 3 : Large Buildings (large residential/commercial/industrial/institutional)** . . . . .  
Reference : provincial standard is 20 working days

19
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1312 **Category 4 : Complex Buildings (post disaster buildings, including hospitals, power/water, fire/police/EMS), communications.** . . . . .  
Note : If no complete applications were submitted and accepted for a Category on lines 1306 to 1312, please leave the cell blank and do not enter zero.

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**Number Of Building Permit Applications**

1314 **Category 1 : Houses (houses not exceeding 3 storeys/600 square metres)** . . . . .

Number of Complete Applications 1 #	Number of Incomplete Applications 2 #	Total Number of Complete and Incomplete Applications 3 #
265	6	271

1316 **Category 2 : Small Buildings (small commercial/industrial not exceeding 3 storeys/600 square metres)** . . . . .

18	0	18
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1318 **Category 3 : Large Buildings (large residential/ commercial/ industrial/ institutional)** . . . . .

7	0	7
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1320 **Category 4 : Complex Buildings (post disaster buildings, including hospitals, power/water, fire/police/EMS), communications.** . . . . .

0	0	0
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1322 **Subtotal**

290	6	296
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Note: Zero should be entered on lines 1314 to 1320 in column 1 if no complete applications were submitted and accepted for a category. Zero should be entered in column 2 if no incomplete applications were submitted and accepted for a category.

**10. Planning and Development**

**Land Use Planning (using building permit information)**

1350 Number of residential units in new detached houses . . . . .

Residential Units within Settlement Areas 1 #	Total Residential Units 2 #
1	41
1	41

1352 Number of residential units in new semi-detached houses . . . . .

1354 Number of residential units in new row houses . . . . .

1356 Number of residential units in new apartments/condo apartments . . . . .

1358 **Subtotal**

**Land Designated for Agricultural Purposes**

1370 Hectares of land designated for agricultural purposes in the Official Plan as of December 31, 2016. . . . .

Hectares
1
#
20,607

**FIR2016: Puslinch Tp**

**Schedule A to Report Form 2017-030**

Asmt Code: 2301

**STATISTICAL INFORMATION**

MAH Code: 75612

for the year ended December 31, 2016

<b>11. Transportation Services</b>		1	
		#	
1710	Roads : Total Paved Lane Km	276	
1720	Condition of Roads : Number of paved lane kilometres where the condition is rated as good to very good.	214	
		Column 1	Column 2
		1	2
		#	#
1722	Has the entire municipal road system been rated?		Y
1725	Indicate the rating system used and the year the rating was conducted.		2016 - Pavement Condition Index
1730	Roads : Total UnPaved Lane Km	104	
1740	Winter Control : Total Lane Km maintained in winter	380	
1750	Transit : Total Number of Regular Service Passenger Trips on Conventional Transit in Service Area.		
1755	Transit : Population of Service Area.		
1760	Bridges and Culverts : Total Square Metres of Surface Area on Bridges and Culverts	1,227	
		Number of structures where the condition of primary components is rated as good to very good, requiring only repair	
		Total Number	
		1	2
		#	#
1765	Bridges	3	7
1766	Culverts	11	16
1767	<b>Subtotal</b>	<b>14</b>	<b>23</b>
		Column 1	Column 2
		1	2
		#	#
1768	Have all bridges and culverts in the municipal system been rated?		Y
1769	Indicate the rating system used and the year the rating was conducted.		2017- detailed bridge and culvert
<b>12. Environmental Services</b>		1	
		#	
1810	Wastewater Main Backups : Total number of backed up wastewater mains		
1815	Wastewater Collection/Conveyance : Total KM of Wastewater Mains.		
1820	Wastewater Treatment and Disposal : Total Megalitres of Wastewater Treated.		
1825	Wastewater Bypasses Treatment : Estimated megalitres of untreated wastewater.		
1835	Urban Storm Water Management : Total KM of Urban Drainage System plus (0.005 KM times No. of Catch basins)		
1840	Rural Storm Water Management : Total KM of Rural Drainage System plus (0.005 KM times No. of Catch basins).	10	
1845	Water Treatment : Total Megalitres of Drinking Water Treated.		
1850	Water Main Breaks : Number of water main breaks in a year.		
1855	Water Distribution/Transmission : Total kilometres of Water Distribution / Transmission Pipe.		
1860	Solid Waste Collection : Total tonnes collected from all property classes.		
1865	Solid Waste Disposal : Total tonnes disposed off from all property classes.		
1870	Waste Diversion : Total tonnes diverted from all property classes.		
<b>13. Recreation Services</b>		1	
		#	
1910	Trails : Total kilometres of trails (owned by municipality and third parties).	34	
1920	Indoor recreation facility space : Square metres of indoor recreation facilities (municipally owned).	1,582	
1930	Outdoor recreation facility space : Square metres of outdoor recreation facility space (municipally owned).	1,707	
<b>14. Other Revenue (Used for the calculation of Operating Cost)</b>		1	
		\$	
2310	Fire Services: Other revenue.		
2320	Paved Roads : Other revenue.		
2330	Solid Waste Disposal : Other revenue.		
2340	Waste Diversion : Other Revenue.		
2370	Assessment on Exempt Properties (Enter data from returned roll)	92,353,727	

# FIR2015: Puslinch Tp

Asmt Code: 2301

MAH Code: 75612

## Schedule A to Report FIN-2017-030 Schedule 80

### STATISTICAL INFORMATION

for the year ended December 31, 2015

#### 9. Building Permit Information (Performance Measures)

1300 What method does your municipality use to determine total construction value? . . . . .

1302 If "Other Method" is selected in line 1300, please describe the method used to determine total construction value . . . . .

Column 1 #	Column 2 #	Column 3 #	Description 4 LIST
			Other Method (Please describe below)
			TACBOC; Estimation; Applicant's declared value.

#### Total Value of Construction Activity

1304 Total Value of Construction Activity for 2015 based on permits issued. . . . .

1
\$
31,828,300

Review of Complete Building Permit Applications: Median number of working days to review a complete building permit application and issue a permit or not issue a permit, and provide all reasons for refusal (by Category):

1306 **Category 1 : Houses (houses not exceeding 3 storeys/600 square metres)** . . . . .  
Reference : provincial standard is 10 working days

Median Number of Working Days
1
#
10

1308 **Category 2 : Small Buildings (small commercial/industrial not exceeding 3 storeys/600 square metres)** . . . . .  
Reference : provincial standard is 15 working days

15
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1310 **Category 3 : Large Buildings (large residential/commercial/industrial/institutional)** . . . . .  
Reference : provincial standard is 20 working days

20
----

1312 **Category 4 : Complex Buildings (post disaster buildings, including hospitals, power/water/fire/police/EMS), communications**  
Note : If no complete applications were submitted and accepted for a Category on lines 1306 to 1312, please leave the cell blank and do not enter zero.

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#### Number Of Building Permit Applications

1314 **Category 1 : Houses (houses not exceeding 3 storeys/600 square metres)** . . . . .

Number of Complete Applications 1 #	Number of Incomplete Applications 2 #	Total Number of Complete and Incomplete Applications 3 #
246	9	255

1316 **Category 2 : Small Buildings (small commercial/industrial not exceeding 3 storeys/600 square metres)** . . . . .

4	0	4
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1318 **Category 3 : Large Buildings (large residential/ commercial/ industrial/ institutional)** . . . . .

6	0	6
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1320 **Category 4 : Complex Buildings (post disaster buildings, including hospitals, power/water, fire/police/EMS), communications.** . . . . .

0	0	0
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1322 **Subtotal**

256	9	265
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Note: Zero should be entered on lines 1314 to 1320 in column 1 if no complete applications were submitted and accepted for a category.  
Zero should be entered in column 2 if no incomplete applications were submitted and accepted for a category.

# FIR2015: Puslinch Tp

Asmt Code: 2301

MAH Code: 75612

Schedule A to Report FIN-2017-030  
**Schedule 80**

**STATISTICAL INFORMATION**

for the year ended December 31, 2015

**10. Planning and Development**

**Land Use Planning (using building permit information)**

1350	Number of residential units in new detached houses . . . . .	
1352	Number of residential units in new semi-detached houses . . . . .	
1354	Number of residential units in new row houses . . . . .	
1356	Number of residential units in new apartments/condo apartments . . . . .	
1358		<b>Subtotal</b>

Residential Units within Settlement Areas	Total Residential Units
1	2
#	#
1	39
0	0
0	0
0	0
1	39

**Land Designated for Agricultural Purposes**

1370	Hectares of land designated for agricultural purposes in the Official Plan as of December 31, 2015. . . . .
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Hectares
1
#
20,607

# FIR2015: Puslinch Tp

Asmt Code: 2301

MAH Code: 75612

## Schedule A to Report FIN-2017-030 Schedule 80

### STATISTICAL INFORMATION

for the year ended December 31, 2015

#### 11. Transportation Services

1710 Roads : Total Paved Lane Km . . . . .

1
#
272

1720 Condition of Roads : Number of paved lane kilometres where the condition is rated as good to very good. . . . .

126
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1722 Has the entire municipal road system been rated? . . . . .  
1725 Indicate the rating system used and the year the rating was conducted . . . . .

Column 1	Column 2	Column 3	Description 4
#	#	#	LIST
			Y
			2007 - Pavement Condition Index

1730 Roads : Total UnPaved Lane Km . . . . .

106
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1740 Winter Control : Total Lane Km maintained in winter . . . . .

378
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1750 Transit : Total Number of Regular Service Passenger Trips on Conventional Transit in Service Area. . . . .

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1755 Transit : Population of Service Area. . . . .

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1760 Bridges and Culverts : Total Square Metres of Surface Area on Bridges and Culverts . . . . .

1,154
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#### Rating Of Bridges And Culverts

1765 Bridges . . . . .

1766 Culverts . . . . .

1767 **Subtotal**

Number of structures where the condition of primary components is rated as good to very good, requiring only repair	Total Number
1	2
#	#
5	7
13	16
18	23

1768 Have all bridges and culverts in the municipal system been rated? . . . . .

1769 Indicate the rating system used and the year the rating was conducted. . . . .

Column 1	Column 2	Column 3	Description 4
#	#	#	LIST
			Y
			2015 - Detailed bridge and culvert inspections in accordance

#### 12. Environmental Services

1810 Wastewater Main Backups : Total number of backed up wastewater mains . . . . .

1815 Wastewater Collection/Conveyance : Total KM of Wastewater Mains. . . . .

1820 Wastewater Treatment and Disposal : Total Megalitres of Wastewater Treated. . . . .

1825 Wastewater Bypasses Treatment : Estimated megalitres of untreated wastewater. . . . .

1835 Urban Storm Water Management : Total KM of Urban Drainage System plus (0.005 KM times No. of Catch basins) . . . . .

1
#

# FIR2015: Puslinch Tp

Asmt Code: 2301

MAH Code: 75612

## Schedule A to Report FIN-2017-030 Schedule 80

### STATISTICAL INFORMATION

for the year ended December 31, 2015

1840	Rural Storm Water Management : Total KM of Rural Drainage System plus (0.005 KM times No. of Catch basins).	10
1845	Water Treatment : Total Megalitres of Drinking Water Treated.	
1850	Water Main Breaks : Number of water main breaks in a year.	
1855	Water Distribution/Transmission : Total kilometres of Water Distribution / Transmission Pipe.	
1860	Solid Waste Collection : Total tonnes collected from all property classes.	
1865	Solid Waste Disposal : Total tonnes disposed off from all property classes.	
1870	Waste Diversion : Total tonnes diverted from all property classes.	
<b>13. Recreation Services</b>		<b>1</b>
		<b>#</b>
1910	Trails : Total kilometres of trails (owned by municipality and third parties).	34
1920	Indoor recreation facility space : Square metres of indoor recreation facilities (municipally owned).	1,582
1930	Outdoor recreation facility space : Square metres of outdoor recreation facility space (municipally owned).	1,707
<b>14. Other Revenue (Used for the calculation of Operating Cost)</b>		<b>1</b>
		<b>\$</b>
2310	Fire Services: Other revenue.	
2320	Paved Roads : Other revenue.	
2330	Solid Waste Disposal : Other revenue.	
2340	Waste Diversion : Other Revenue.	
2370	Assessment on Exempt Properties (Enter data from returned roll)	84,272,777



**FIR2014: Puslinch Tp**

Asmt Code: 2301

MAH Code: 75612

**Schedule A to Report Form 2017-030**

**STATISTICAL INFORMATION**

for the year ended December 31, 2014

**9. Building Permit Information (Performance Measures)**

1300 What method does your municipality use to determine total construction value? . . . . .

1302 If "Other Method" is selected in line 1300, please describe the method used to determine total construction value . . . . .

Column 1 #	Column 2 #	Column 3 #	Description 4 LIST
			Other Method (Please describe below)
			TACBOC; Estimation: Applicant's declared value.

**Total Value of Construction Activity**

1304 Total Value of Construction Activity for 2014 based on permits issued . . . . .

1
\$
24,807,847

**Review of Complete Building Permit Applications:** Median number of working days to review a complete building permit application and issue a permit or not issue a permit, and provide all reasons for refusal (by Category):

1306 **Category 1 : Houses (houses not exceeding 3 storeys/600 square metres)** . . . . .  
Reference : provincial standard is 10 working days

Median Number of Working Days
1
#
10

1308 **Category 2 : Small Buildings (small commercial/industrial not exceeding 3 storeys/600 square metres)** . . . . .  
Reference : provincial standard is 15 working days

15
----

1310 **Category 3 : Large Buildings (large residential/commercial/industrial/institutional)** . . . . .  
Reference : provincial standard is 20 working days

20
----

1312 **Category 4 : Complex Buildings (post disaster buildings, including hospitals, power/water, fire/police/EMS), communications.** . . . . .  
Note : If no complete applications were submitted and accepted for a Category on lines 1306 to 1312, please leave the cell blank and do not enter zero.

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**Number Of Building Permit Applications**

1314 **Category 1 : Houses (houses not exceeding 3 storeys/600 square metres)** . . . . .

Number of Complete Applications 1 #	Number of Incomplete Applications 2 #	Total Number of Complete and Incomplete Applications 3 #
194	8	202

1316 **Category 2 : Small Buildings (small commercial/industrial not exceeding 3 storeys/600 square metres)** . . . . .

2	0	2
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1318 **Category 3 : Large Buildings (large residential/ commercial/ industrial/ institutional)** . . . . .

5	0	5
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1320 **Category 4 : Complex Buildings (post disaster buildings, including hospitals, power/water, fire/police/EMS), communications.** . . . . .

0	0	0
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1322 **Subtotal**

201	8	209
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Note: Zero should be entered on lines 1314 to 1320 in column 1 if no complete applications were submitted and accepted for a category.  
Zero should be entered in column 2 if no incomplete applications were submitted and accepted for a category.

**10. Planning and Development**

**Land Use Planning (using building permit information)**

1350 Number of residential units in new detached houses . . . . .

Residential Units within Settlement Areas 1 #	Total Residential Units 2 #
1	21
0	0
0	0
0	0
1	21

1352 Number of residential units in new semi-detached houses . . . . .

1354 Number of residential units in new row houses . . . . .

1356 Number of residential units in new apartments/condo apartments . . . . .

1358 **Subtotal**

**Land Designated for Agricultural Purposes**

1370 Hectares of land designated for agricultural purposes in the Official Plan as of December 31, 2014 . . . . .

Hectares
1
#
20,607

**FIR2014: Puslinch Tp**

Asmt Code: 2301

MAH Code: 75612

**Schedule A to Report Form 2017-030**

**STATISTICAL INFORMATION**

for the year ended December 31, 2014

<b>11. Transportation Services</b>		1	
#		#	
1710	Roads : Total Paved Lane Km . . . . .	272	
1720	Condition of Roads : Number of paved lane kilometres where the condition is rated as good to very good. . . . .	126	
		Column 1	Column 2
		Column 3	Column 4
		#	#
1722	Has the entire municipal road system been rated? . . . . .		Y
1725	Indicate the rating system used and the year the rating was conducted . . . . .		2007 - Pavement Condition Index
1730	Roads : Total UnPaved Lane Km . . . . .	106	
1740	Winter Control : Total Lane Km maintained in winter . . . . .	378	
1750	Transit : Total Number of Regular Service Passenger Trips on Conventional Transit in Service Area. . . . .		
1755	Transit : Population of Service Area. . . . .		
1760	Bridges and Culverts : Total Square Metres of Surface Area on Bridges and Culverts . . . . .	1,154	
		Number of structures where the condition of primary components is rated as good to very good, requiring only repair	Total Number
		1	2
		#	#
<b>Rating Of Bridges And Culverts</b>			
1765	Bridges . . . . .	5	7
1766	Culverts . . . . .	10	16
1767	<b>Subtotal</b>	15	23
		Column 1	Column 2
		Column 3	Column 4
		#	#
1768	Have all bridges and culverts in the municipal system been rated? . . . . .		Y
1769	Indicate the rating system used and the year the rating was conducted. . . . .		2013 - Detailed bridge and culvert inspections in accordance
<b>12. Environmental Services</b>		1	
#		#	
1810	Wastewater Main Backups : Total number of backed up wastewater mains . . . . .		
1815	Wastewater Collection/Conveyance : Total KM of Wastewater Mains. . . . .		
1820	Wastewater Treatment and Disposal : Total Megallitres of Wastewater Treated. . . . .		
1825	Wastewater Bypasses Treatment : Estimated megallitres of untreated wastewater. . . . .		
1835	Urban Storm Water Management : Total KM of Urban Drainage System plus (0.005 KM times No. of Catch basins) . . . . .		
1840	Rural Storm Water Management : Total KM of Rural Drainage System plus (0.005 KM times No. of Catch basins). . . . .	10	
1845	Water Treatment : Total Megallitres of Drinking Water Treated. . . . .		
1850	Water Main Breaks : Number of water main breaks in a year. . . . .		
1855	Water Distribution/Transmission : Total kilometres of Water Distribution / Transmission Pipe. . . . .		
1860	Solid Waste Collection : Total tonnes collected from all property classes. . . . .		
1865	Solid Waste Disposal : Total tonnes disposed off from all property classes. . . . .		
1870	Waste Diversion : Total tonnes diverted from all property classes. . . . .		
<b>13. Recreation Services</b>		1	
#		#	
1910	Trails : Total kilometres of trails (owned by municipality and third parties). . . . .	34	
1920	Indoor recreation facility space : Square metres of indoor recreation facilities (municipally owned). . . . .	1,582	
1930	Outdoor recreation facility space : Square metres of outdoor recreation facility space (municipally owned). . . . .	1,707	
<b>14. Other Revenue (Used for the calculation of Operating Cost)</b>		1	
\$		\$	
2310	Fire Services : Other revenue. . . . .		
2320	Paved Roads : Other revenue. . . . .		
2330	Solid Waste Disposal : Other revenue. . . . .		
2340	Waste Diversion : Other Revenue. . . . .		
2370	Assessment on Exempt Properties (Enter data from returned roll) . . . . .	80,187,686	