



**COMMITTEE OF THE WHOLE  
“SPECIAL” AGENDA**

Tuesday, November 14<sup>th</sup>, 2023  
5:30 p.m.

Municipal Office – Council Chambers – 217 Harper Road

---

5:30 p.m. *“Special” Committee of the Whole Meeting*

***Chair, Councillor Korrine Jordan***

- 1. CALL TO ORDER**
- 2. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF**
- 3. DELEGATIONS & PRESENTATIONS**
  - i) **2024 Capital Budget Presentation and Discussion – attached, page 3.**  
Ashley Liznick, Treasurer.
  - ii) **2024 Operating Budget Update – attached, page 26.**  
Ashley Liznick, Treasurer.
- 4. ADJOURNMENT**

# **DELEGATIONS & PRESENTATIONS**



<b>2024 CAPITAL BUDGET - PROJECT DESCRIPTIONS</b>		
<b>Project</b>		<b>Description of Project:</b>
<b>MANDATED AND COMMITTED PROJECTS</b>		
Official Plan Review - comprehensive growth management	35,000	The Comprehensive Growth Management Study will determine the optimal distribution of the population allocation the Township will receive from the County as a result of their Official Plan update.
Zoning By-Law	45,700	The Zoning/Official Plan Reserve is used to hire consultants to assist the Planner in preparing an Official Plan update every five years followed by a Zoning By-Law update within three years of the adoption of the revised Official Plan.
Cannabis Policy work - grant funded	21,146	To hire a consultant to utilize the grant received.
Economic Development & Tourism Action Plan	52,000	To retain a consultant to assist the Township in developing an Economic Development and Tourism Action Plan that will direct the Township's efforts over the next five to ten years.
Development Charges Study	41,600	Development Charges (DC) Study to be updated every five years. Current study expires Fall 2024.
Pay Equity	30,800	The Township is not compliant. A pay equity review was last undertaken in 2008/2009. A consultant will be retained to conduct a pay equity assessment both internally and externally.
Harrasment Policy Update	10,000	The Township is currently not compliant. The policy needs to be updated, including conducting a workplace risk assessment, and then staff and Council trained on that new policy, as well as processes and templates established, then an annual review must occur. Staff will work with legal counsel on this project.
Recreational Programming & Supplies - OTF grant	15,150	Trillium Resiliency grant: Commence in 2023, this two year project will fund a part time position to create 48 recreation events in the Township. Each programming concept will be pandemic resilient and will operate despite potential future shut downs. Event options will include forest bathing at Forest Trail, star gazing events, craft and music events, self care workshops and more. Funds for event facilitators and supplies are included in this funding.
Recreational Programming (for Seniors) - ICG grant	60,000	Funding to hire one (1) Accessible Sports & Recreation Coordinator to help develop, implement and promote programming. The programming will primarily serve older adults and persons with disabilities in the community, but will take an inclusive approach to ensure diverse populations (e.g. Indigenous, immigrant, francophone, racialized, and 2SLGBTQ+ individuals) as well as caregivers, family members and friends can participate. Funding will also cover some supplies like noticeboards, etc.and will cover a portion of instructor fees when volunteers are unavailable.
Operations Layout for Waste Site	40,000	As noted in the Waste Management Master Plan , this project includes hiring a consultant to design a new layout for the operations at the Glen Tay Waste Site, either at its current location or at a new location off-site. The project will include public consultation and will likely extend into 2025.
Livestreaming	20,800	As per the Strategic Plan, the Township will be exploring livestreaming for Council and Committee of the Whole meetings.
Asset Retirement Obligation (ARO) - financial statement req.	36,400	Implementation of PS 3280 - includes contractor costs for determining retirement obligations of buildings, estimates of costs to retire said obligations, etc.
Asset Management Plan (AMP) - July 2025 deadline	18,500	This will move the Township closer to the July 2025 deadline for Ontario Regulation 588/17. This is a grant application within the FCM - MAMP program. Done in conjunction with PSD/CityWide (Township's current Asset Management consultants).
<b>Total Mandated and Committed Projects</b>	<b>427,096</b>	
<b>HEALTH - SAFETY - ENVIRONMENTAL PROJECTS</b>		
Waste Site new wells *provisional - as needed basis	10,000	Included in the budget if additional wells are required as per recommendations from the Annual Reports. If no additional wells are required, the funds remain in the reserve.
Waste Site Glen Tay Trees	5,000	The final contour plans for the Glen Tay Waste Site was completed in 2018. Many of the small trees along Harper Road are located within the allowable waste area and were removed as the Township moved towards building out the waste site. The new trees will be installed within the buffer area for the waste site, along the Harper Road side of the Waste Site. The Township is hoping to work with a local volunteer tree planting group to assist with planting the trees.
Additional Compactor at GTWS	47,500	Deferred from 2023. An additional compactor is required at the Glen Tay Waste Site due to growth. The additional compactor will replace one of the 40-yard open top bins.
H. Mather Municipal Drain Project	15,000	Work involves cleaning out portions of the H. Mather Municipal Drain, which is located in the northern corner of former Bathurst Township. The Drainage Superintendent will be completing all required work (meetings with residents, tendering and construction and inspection). A Council presentation will be made by the DS in early 2024 regarding Municipal Drains and the municipality's and landowners responsibility. The exact cost for the Municipal portion of the project is estimated at this time and will be confirmed once the Tender is complete and the schedule is updated.
<b>Total Health-Safety-Environmental Projects</b>	<b>77,500</b>	

2024 CAPITAL BUDGET - PROJECT DESCRIPTIONS		
Project		Description of Project:
<b>ROADS</b>		
Ashby Road	28,080	Ashby Road has a Pavement Condition Index of 70 (2022) . Microsurfacing is proposed as a pavement preservation method. This work will be included in Lanark County's Tenders to take advantage of economies of scale.
Bathurst 7th Concession	445,000	Bathurst 7th Concession has a PCI of 60 and requires extensive maintenance (cold-patching). The proposed scope of work includes ditching, culvert replacement, pulverizing of the existing road base, placement of new gravel and a double surface treatment with fog seal.
Crow Lake Road	292,240	Crow Lake Road has severe rutting throughout the entire length of road. Asphalt patching and microsurfacing is proposed for this road to address the rutting and extend the life of the road.
McVeigh Road	74,000	McVeigh Road requires extensive maintenance (cold-patching). The proposed scope of work includes ditching, culvert replacement, pulverizing of the existing road base, placement of new gravel and a double surface treatment with fog seal. This project will be jointly tendered with the Bathurst 7th Concession project as they connect to each other.
Lakewood Road	514,000	Lakewood Road has many surface defects, including potholes and rutting. The proposed scope of work includes minor ditching, culvert replacements, pulverizing the existing road base, placement of new gravel and paving with Warm Mix Asphalt and gravel shoulders.
Bathurst 6th Concession (Harper Rd to Dead End)	13,702	Maintenance gravel application
Bathurst 7th concession (Harper Rd to Hwy 511)	104,687	Maintenance gravel application
Bathurst Line East (McDonalds Comer Rd to Dead End)	27,403	Maintenance gravel application, joint project with Lanark Highlands and subject to approval by LH Council.
Bowes Side Road (Upper Scotch Line Rd to Christie Lake Rd)	71,503	Maintenance gravel application
Keays Road (Old Morris Rd to Dead End)	8,406	Maintenance gravel application
Kelford Road North	6,760	Stop up and close road as the road is a driveway to one residence.
Kelford Road South	6,760	Stop up and close road as the road is a driveway to one residence.
Long Lake Road (Narrows Lock Rd to Long Lake Route 2)	31,200	Ditching and rock removal along the road to promote proper drainage and prevent damage to plowing equipment during the winter months.
McNaughton Road (Greer Rd to Bennet Lake Rd)	47,972	Maintenance gravel application
Stanley Road (Mackler Side Rd to Narrows Lock Rd)	70,788	Maintenance gravel application
Trueloves Road (Anglican Church Rd to Dead End)	9,838	Maintenance gravel application
<b>Total Roads</b>	<b>1,752,339</b>	
<b>BRIDGES &amp; CULVERTS</b>		
Bowes Side Road Bridge - engineering design	73,216	Identified during the 2022 OSIM Inspections, the detailed design will be completed in 2024 with construction following in 2025. The expected work includes replacement of the railing system, deck, girders, approaches and bearings and rehab of the abutment walls.
Glen Tay Road Open Footing Box Culvert - Construction	160,000	The design was completed by Greer Galloway in 2023. The proposed scope of work includes the replacement of a retaining wall, additional erosion control measures and minor concrete repairs. The work will be completed under single lane closures (no detour) and the work will be jointly tendered with the Gambles Side Road Bridge project.
Gambles Side Road - Construction	340,000	The design was completed by Greer Galloway in 2023. The proposed scope of work includes the replacement of the entire bridge deck, girders and barrier system. The work will be completed during a full road closure and traffic will be detoured via Bathurst Upper 4th Concession and Cameron Side Road and is expected to have a life expectancy of 70 years.
<b>Total Bridges</b>	<b>573,216</b>	
<b>VEHICLES</b>		
Tandem Snowplow (delivery 2024) - replace #12	395,000	This may be delivered at the end of 2023.
Replace 2009 Komatsu Backhoe	210,000	The Komatsu backhoe is located at the GT Waste site and used to compact bins and to load large items into the bins prior to being trucked off-site. The 2012 Case backhoe will be moved to the GT waste site and the new backhoe will be used by the Roads Department to load material into the plows, ditching, culvert replacements and brushing.
Replace 1998 Brush Chipper	78,000	The current chipper was purchased during the ice storm and is well past its service life. The chipper is used for clear fallen trees and branches after storms and used to chip limbs and small trees when crews are cutting back brush along the roadsides.
Transmission for #13 Grader *if required	55,000	As noted in Report PW-2022-11, Council approved to keep this piece of equipment rather than replacing it with a new one. The Transmission is "suspect" and therefore this amount is included in the budget if the transmission does fail in 2023.
Fire Pumper Truck (Joint)	54,000	Ordered in 2022 by Fire Board (from Development Charges)
Pumper Truck (South Sherbrooke)	50,000	Ordered in 2022 by Fire Board (from Development Charges)
<b>Total Vehicles</b>	<b>842,000</b>	

2024 CAPITAL BUDGET - PROJECT DESCRIPTIONS		
Project		Description of Project:
<b>BUILDINGS</b>		
Waste Site Accessibility ramps (2 GT, 1 SV, 1 Mab)	96,278	Grant Funded, includes the replacement of the ramps at each of the waste site, pending decision on location of waste operations.
ReUse Centre - emergency lighting & power & fire alarm syst	11,400	Install emergency lighting and no exit signs (deferred from 2023) and install fire alarm system in building.
Maberly Rink Shed - fire alarm systems	3,600	Identified in the 2022 BCA, the building requires a fire alarm and emergency lighting.
Maberly Rink Shed - emergency lighting & power	3,600	Identified in the 2022 BCA, the building requires a fire alarm and emergency lighting.
Municipal Office - septic building	5,000	Replace roof over septic tank filters as the current wooden roof is rotten. The new roof will have an aluminum form and metal roofing.
Municipal Office - LED lighting	23,000	Replace all fluorescent lighting throughout the office to LED. The LED lights will use less energy and cost less to maintain.
Municipal Office - relocate Generator to outside building	35,000	An inspection on the generator was completed late in 2023 and it was determined that the back-up generator does not meet CSA B139.19 Fuel Oil Regulations. The generator contractor is requesting that the unit be moved outside the building so that it is in compliance. Township staff will complete some of the work, including trenching and pouring a new concrete pad, however the remainder of the work will be completed by others, which includes replacing the fuel tank, new exhaust tank, and various other materials required to bring the unit within compliance. A grant has been applied for.
Bathurst Garage - CO Detector	5,400	Replace the existing CO detector in the garage. The current system is no longer working correctly and has reached the end of its service life.
Burgess Garage - Roof Drains	3,000	Extend roof drains so that they drain away from building.
Burgess Garage - CO Detector	7,200	Install a new CO Detector in the garage as it does not have one.
Burgess Garage - Lighting	7,200	Replace the existing fluorescent bay lights and rear exit light with LED lights. The current lighting is very dark (Health and Safety) and the LED lights are more efficient and have less maintenance costs. Staff will seek a grant to cover the costs.
Burgess Garage - Security Fencing	3,600	Install new fencing around the fuel tanks at the Burgess Garage as a security measure to prevent fuel from being stolen from the tanks.
Burgess Hall - Fire Alarm	2,400	Replacement of the fire alarm system to meet current regulations (strobes).
Burgess Sand Shed - replace main door	3,000	Replace man door at front of building.
Maberly Hall - Exhaust Fans	7,200	Install new exhaust fans in washrooms and in kitchen.
Maberly Hall - Electric Heaters	4,500	Install electric heaters at all three (3) entrances.
Maberly Hall - Fire Alarm	6,000	Replacement of the fire alarm system to meet current regulations (strobes).
Maberly Hall - Wayfinding Signage	1,800	Install new wayfinding signs for washrooms, kitchen, cloak room, etc.
Automatic Transfer Switch for Generator	11,600	Ordered in 2022. The automatic transfer switch will automatically turn the Generator on once the Municipal Office loses power. This is currently a manual process, and the power must be transferred at the pole behind the garage.
<b>Total Buildings</b>	<b>240,778</b>	
<b>RECREATION</b>		
Forest Trail Park - kiosk, & other signage	10,000	Council approved Phase 1 of the project. Partially grant funded. This is the balance of signage work to occur.
Forest Trail Park - energy node	10,000	This is being funded by a donation/grant from Northland Power.
Forest Trail Park - pavillion - OTF grant	98,300	New 576 square foot timber frame pavillion will provide shelter from inclement weather and enable the Township and community partners to begin offering regularly scheduled active living programs within the Park, especially for children, youth, older adults and those with limited mobility. The pavillion will be located within the Forest Trail.
Noonan Water Access Point	20,000	Installation of an information kiosk, name sign, other signage, accessible picnic tables, and creating a parking area.
Otty Lake Boat Launch - install bench only	500	Install final items, bench.
Maberly Community Park - accessible pathways	15,000	To finish the work started in 2023, accessible pathways.
<b>Total Recreation</b>	<b>153,800</b>	
<b>MINOR CAPITAL</b>		
Modemization Project - Electronic Timesheets/Payroll update	31,500	Electronic timesheets will improve efficiency within the payroll function. It would allow the person processing payroll to import the information from electronic timesheets (instead of manually entering), it would allow staff the ability to enter their time from either a mobile device or a computer, allow managers the capability of approving time and leave requests, access to pay stubs and leave banks, etc.
Modemization Project - Road Patrol Software	11,000	The Township currently uses pen and paper to track road patrols. The recommendation is to move to a software program that tracks road patrol compliance and defects found on patrols.
IT - Great Plains (financial software) SQL server license update	13,555	Tay Valley's database server for Dynamics GP is currently running SQL Server 2014. Microsoft's extended support for this version will be ending July 9, 2024. To avoid running unsupported software, an SQL Server must be upgraded before that date. Doing so will require the purchase of new licenses for the latest version, SQL Server 2022.
Office Furniture - CSC office + EA office	10,000	The office furniture in these two offices has not been replaced and no longer works for ergonomic or functional reasons in the space. Now that these offices are being utilized on a full-time basis, proper furniture is required.
Office Furniture - Planning Admin front desk	15,000	Reconfigure the desk for the Planning Assistant so that it is ergonomic and to provide a more functional work area. The current configuration does not have enough working space for large plans or file storage.
<b>Total Minor Capital</b>	<b>81,055</b>	
<b>TOTAL CAPITAL PROGRAM</b>	<b>4,147,784</b>	

# 2024 DRAFT BUDGET

November 14, 2023



1

## Agenda

- Capital Budget
- Review Draft Budget Impacts on the Levy resulting from November 7<sup>th</sup> Meeting
- Questions and Comments



# 2024 Capital Replacements Overview

- 2024 Capital Replacements/Projects were prioritized from the 10 Year Capital Plan.
- Capital Expenses/Infrastructure Renewals and Special Programs are primarily funded by reserves and/or grants. They can also be funded by levy (current year tax) or borrowing.



3

# Heath, Safety and Environment Projects

■ Waste Site – new wells <i>*provisional</i>	\$ 10,000
■ Waste Site – Glen Tay – trees	\$ 5,000
■ Additional Compactor – GTWS	\$ 47,500
■ H. Mather Municipal Drain Project	\$ 15,000
■ <b>Total 2024 Projects</b>	<b>\$77,500</b>
<i>Development Charges</i>	<i>\$ 4,750</i>
<i>Contingency Reserve</i>	<i>\$ 42,750</i>
<i>Special Contingency Reserve</i>	<i>\$ 15,000</i>
<i>Waste Sites Reserve</i>	<i>\$ 15,000</i>





# Health, Safety and Environment Projects



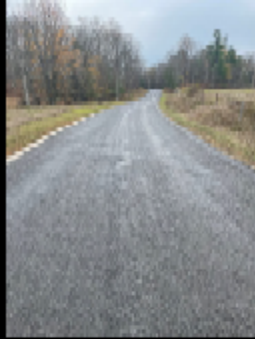
5

# Roads – Hard Surfaced

■ Ashby Road	\$ 28,080
■ Bathurst 7 <sup>th</sup> Concession	\$ 445,000
■ Crow Lake Road	\$ 292,240
■ McVeigh Road	\$ 74,000
■ Lakewood Road	\$ 514,000
<b>Total 2024 Projects</b>	<b>\$1,353,520</b>
<i>Development Charges</i>	<i>\$ 42,730</i>
<i>Road Construction Reserve</i>	<i>\$1,010,590</i>
<i>CCBF (formerly Gas Tax)</i>	<i>\$ 200,000</i>
<i>OCIF-Formula Based Grant</i>	<i>\$ 100,000</i>



## Roads – Ashby Road

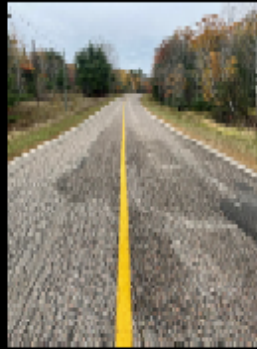


7

## Roads – Bathurst 7<sup>th</sup> Concession



## Roads – Crow Lake Road



9

## Roads – McVeigh Road



## Roads – Lakewood Road



11

## Roads – Gravel

■ Bathurst 6th Concession (Harper Rd to Dead End)	\$ 13,702
■ Bathurst 7th concession (Harper Rd to Hwy 511)	\$ 104,687
■ Bathurst Line East (McDonalds Corner Rd to Dead End)	\$ 27,403
■ Bowes Side Road (Upper Scotch Line Rd to Christie Lake Rd)	\$ 71,503
■ Keays Road (Old Morris Rd to Dead End)	\$ 8,406
■ Kelford Road North	\$ 6,760
■ Kelford Road South	\$ 6,760
■ Long Lake Road (Narrows Lock Rd to Long Lake Route 2)	\$ 31,200
■ McNaughton Road (Greer Rd to Bennet Lake Rd)	\$ 47,972
■ Stanley Road (Mackler Side Rd to Narrows Lock Rd)	\$ 70,788
■ Trueloves Road (Anglican Church Rd to Dead End)	\$ 9,838

**Total 2024 Projects**

**\$ 399,019**

Road Construction Reserve

\$ 399,019



## Gravel Roads – Bathurst 6<sup>th</sup>



13

## Gravel Roads – Bathurst Line East



## Gravel Roads – McNaughton Road



# Roads – Results of Following the 10-Year Capital Plan

Kilometers of Paved Roads Reconstructed or Resurfaced since 2008																		
Type of Work	Year																	
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	
Reconstructed	0.0	0.0	3.1	0.0	0.0	2.6	6.4	2.3	1.3	0.0	9.0	2.5	3.4	4.6	3.4	4.0	5.4	
Resurfaced	16.5	2.0	0.0	0.0	0.0	2.2	0.0	1.7	0.0	0.0	9.1	4.8	1.9	1.8	6.6	2.2	3.6	
Total	16.5	2.0	3.1	0.0	0.0	4.8	6.4	4.0	1.3	0.0	18.1	7.3	5.3	6.4	10.0	6.2	9.0	
Patching Year-To-Date									\$ 18,262	\$ 50,134	\$ 66,267	\$ 55,282	\$ 46,507	\$ 63,860	\$ 36,200	\$ 17,415	\$ 9,408	\$ 10,000

## Pavement Condition Index

2013  
PCI = 63



2018  
PCI = 69



2022  
PCI = 73



# Bridges

- Bowes Side Road – engineering \$ 73,216
- Gambles Side Road \$ 340,000
- Glen Tay Road Open Footing Culvert \$ 160,000

**Total 2024 Projects \$573,216**

*Bridge Construction Reserve \$ 573,216*



17

## Bridges – Bowes Side Road - engineering





## Bridges – Gambles Side Road - engineering



19

## Bridges – Glen Tay Open Footing Culvert



# Vehicles

■ Tandem snowplow - replace #12	\$ 395,000
■ Replace 2009 Komatsu Backhoe	\$ 210,000
■ Replace 1998 Brush Chipper	\$ 78,000
■ 2007 Volvo Grader – transmission <i>*if needed</i>	\$ 55,000
■ Fire Pumper Truck (Joint)	\$ 54,000
■ Pumper Truck (South Sherbrooke)	\$ 50,000

**Total 2024 Projects** **\$ 842,000**

*Development Charges* **\$ 104,000**

*New Infrastructure Reserve* **\$ 110,841**

*Road Equipment Reserve* **\$ 627,159**



21

# Vehicles – Truck #12 replacement (Tandem)



- Ordered in 2023
- Expected delivery is 2024 (possibly late 2023)



## Vehicles – Replace 2009 Komatsu Backhoe



23

## Vehicles – Replace 1998 Brush Chipper



# Vehicles – Grader



- Replacing 2007 Volvo Grader transmission (IF NEEDED)



25

# Buildings

■ Waste Site Accessibility Ramps	\$ 96,278
■ ReUse Centre – Emergency Lighting & Fire Alarm System	\$ 11,400
■ Maberly Rink Shed – Emergency Lighting & Fire Alarm Sys.	\$ 7,200
■ Municipal Office – septic building	\$ 5,000
■ Municipal Office – LED lighting	\$ 23,000
■ Municipal Office – reallocate generator	\$ 35,000
■ Bathurst Garage – projects	\$ 5,400
■ Burgess Garage – projects	\$ 21,000
■ Burgess Hall – Fire Alarm	\$ 2,400
■ Burgess Sand Shed – replace main door	\$ 3,000
■ Maberly Hall – projects	\$ 19,500
■ Automatic Transfer Switch	\$ 11,600

**Total 2024 Projects**

**\$240,778**



## Buildings - continued

**Total 2024 Projects** **\$240,778**

<i>Modernization Fund</i>	\$ 34,600
<i>Special Contingency Reserve</i>	\$ 35,000
<i>Recreation Capital Reserve</i>	\$ 7,200
<i>Maberly Hall Reserve</i>	\$ 19,500
<i>Waste Site Reserve</i>	\$ 11,400
<i>Township Office/Garage Reserve</i>	\$ 10,400
<i>Burgess Hall/Garage Reserve</i>	\$ 23,400
<i>Salt Sheds Reserve</i>	\$ 3,000
<i>Enabling Accessibility Grant</i>	\$ 96,278



27

## Buildings - continued



## Buildings - continued



29

## Recreation

- Forest Trail Park – kiosk & other signage \$ 10,000
- Forest Trail Park – energy node \$ 10,000
- Forest Trail Park – pavilion \$ 98,300
- Otty Lake Boat Launch - install bench \$ 500
- Noonan Water Access Point \$ 20,000
- Maberly Community Park – accessible paths \$ 15,000

**Total 2024 Projects \$ 153,800**



# Recreation

**Total 2024 Projects** **\$ 153,800**

<i>Cash in Lieu Parkland</i>	\$ 8,000
<i>Development Charges</i>	\$ 11,060
<i>Recreation Capital Reserve</i>	\$ 21,440
<i>Other Grants</i>	\$113,300



31

# Minor Capital

■ Electronic Timesheets/Payroll Module update	\$ 31,500
■ Road Patrol Software	\$ 11,000
■ IT – Great Plains (financial software) SQL license	\$ 13,555
■ Office Furniture – CSC & EA	\$ 10,000
■ Office Furniture – Planning & Building Assistant	\$ 15,000
<b>Total 2024 Projects</b>	<b>\$ 81,055</b>

<i>Modernization Funds</i>	\$ 42,500
<i>Office Equipment Reserve</i>	\$ 25,000
<i>IT Reserve</i>	\$ 13,555



## Council Mandated & Committed Projects for 2023

■ Official Plan – growth review	\$ 35,000
■ Zoning By-Law	\$ 45,700
■ Cannabis – grant	\$ 21,146
■ Economic Development & Tourism Action Plan	\$ 52,000
■ Development Charges Study	\$ 41,600
■ Pay Equity	\$ 30,800
■ Harassment Policy Update	\$ 10,000
■ Recreation Programming & Supplies – OTF	\$ 15,150
■ Recreation Programming (for Seniors) – ICG	\$ 60,000



33

## Council Mandated & Committed Projects for 2023 - continued

■ Operations Layout for Waste Site	\$ 40,000
■ Livestreaming	\$ 20,800
■ Asset Retirement Obligation (ARO)	\$ 36,400
■ AMP – continuation	\$ 68,500
<b>Total 2024 Projects</b>	<b>\$ 427,096</b>

<i>Development Charges</i>	<i>\$ 53,025</i>
<i>Official Plan Reserve</i>	<i>\$ 34,275</i>
<i>Asset Management Reserve</i>	<i>\$ 18,500</i>
<i>Modernization Funds</i>	<i>\$ 40,000</i>
<i>Contingency Reserve</i>	<i>\$123,400</i>
<i>Special Contingency Reserve</i>	<i>\$ 40,800</i>
<i>Office Equipment Reserve</i>	<i>\$ 20,800</i>
<i>Grants</i>	<i>\$ 96,296</i>





# CAPITAL

---

Comments and Questions???



# 2024 Budget–Operating Update

TAY VALLEY TOWNSHIP 2024 BUDGET - IMPACTS ON LEVY			
		% Impact on Levy	Impact on \$300K assessed HH
Proposed Levy Increase from 2023 Budget - Nov 7/23	357,671	5.41%	79.67
<b>Decisions that did impact levy</b>			
Eliminate Donation in lieu of Christmas Cards	(500)	-0.01%	79.56
Reduction in YAK contribution	(2,000)	-0.03%	79.11
Increase in Investment Income	(10,000)	-0.15%	76.84
Eliminate the production of the 2024 Tay Valley Guide	(13,500)	-0.20%	73.78
Reduce Council Training & Conferences	(4,000)	-0.06%	72.87
Total	(30,000)	-0.45%	
			4.96% 72.87
<b>Considerations added</b>			
Increasing the Hospital Request	2,056	0.03%	73.34
Total	2,056	0.03%	
			4.99% 73.34
<b>Decisions that did not impact levy</b>			
Private Unassumed Roads (PUR) Contractor - \$15,000 within operating budget but being covered by Contingency Reserve			
Proposed Levy Increase from 2023 Budget - Nov 7/23	359,727	4.99%	73.34
<b>Operational changes - by Staff</b>			
NONE			
Total	-	0.00%	
Proposed Levy Increase from 2023 Budget - Nov 7/23	359,727	4.99%	73.34
<b>Additional Considerations - new information</b>			
Recreation Casual Position - previous number (\$11,775) was calculated incorrectly, correct dollar amount for request is \$5,050 which would be 0.08% levy increase	5,050	0.08%	74.48
Community Services Coordinator - reducing the budgeted amount from a full 12 months down to 9 months (a reduction of 3 months) due to not likely hiring that position until April of 2024	(22,300)	-0.34%	69.43
Total	(17,250)	-0.26%	
Proposed Levy Increase from 2023 Budget - Nov 7/23	342,477	4.73%	69.43



# Decisions made at the November 7<sup>th</sup> meeting

## ➤ Increases/Reductions

- Eliminate Donation in Lieu of Christmas Cards - \$500
- Reduction to YAK funding - \$2,000
- Increase in Investment Income - \$10,000
- Eliminate the production of the Tay Valley Guide - \$13,500
- Reduce Council Training & Conferences - \$4,000

		% Impact on Levy	Impact on \$300K assessed HH
<b>Proposed Levy Increase from 2023 Budget - Nov 7/23</b>	<b>357,671</b>	<b>5.41%</b>	79.67
<b>Decisions that did impact levy</b>			
Eliminate Donation in lieu of Christmas Cards	(500)	-0.01%	79.56
Reduction in YAK contribution	(2,000)	-0.03%	79.11
Increase in Investment Income	(10,000)	-0.15%	76.84
Eliminate the production of the 2024 Tay Valley Guide	(13,500)	-0.20%	73.78
Reduce Council Training & Conferences	(4,000)	-0.06%	72.87
<b>Total</b>	<b>(30,000)</b>	<b>-0.45%</b>	<b>72.87</b>
			4.96%

# Considerations added at the November 7<sup>th</sup> meeting

- Considerations Added
  - Increase Hospital Contribution - \$2,056
  - Private Unassumed Roads (PUR) Contractor - \$15,000
    - NOTE: this was added but is being funded by Contingency Reserve, so has no impact on the levy

		% Impact on Levy	Impact on \$300K assessed HH
<b>Proposed Levy Increase from 2023 Budget - Nov 7/23</b>	<b>357,671</b>	<b>5.41%</b>	<b>79.67</b>
<b>Considerations added</b>			
Increasing the Hospital Request	2,056	0.03%	73.34
Total	2,056	0.03%	
			4.99%
			73.34
<b>Decisions that did not impact levy</b>			
Private Unassumed Roads (PUR) Contractor - \$15,000 within operating budget but being covered by Contingency Reserve			
<b>Proposed Levy Increase from 2023 Budget - Nov 7/23</b>	<b>359,727</b>	<b>4.99%</b>	<b>73.34</b>

# Additional Consideration from Council/New Information

---

- Community Services Coordinator – remove 3 months of salary & benefits since position unlikely to be hired before April 2024
- Previous Council Consideration included a Recreation Casual Position, incorrect numbers were provided after further review and so staff would like to put this item back on as a consideration with the revised numbers
- Lanark Library Contribution – remains in the budget



# Additional Consideration from Council/New Information – cont.

		% Impact on Levy	Impact on \$300K assessed HH
<b>Proposed Levy Increase from 2023 Budget - Nov 7/23</b>	<b>359,727</b>	<b>4.99%</b>	73.34
<b>Additional Considerations - new information</b>			
Recreation Casual Position - previous number (\$11,775) was calculated incorrectly, correct dollar amount for request is \$5,050 which would be 0.08% levy increase	5,050	0.08%	74.48
Community Services Coordinator - reducing the budgeted amount from a full 12 months down to 9 months (a reduction of 3 months) due to not likely hiring that position until April of 2024	(22,300)	-0.34%	69.43
<b>Total</b>	<b>(17,250)</b>	<b>-0.26%</b>	
<b>Proposed Levy Increase from 2023 Budget - Nov 7/23</b>	<b>342,477</b>	<b>4.73%</b>	69.43



# Impact on Residential Taxes

- Based on \$300,000 Residential Assessment:
  - (Township portion of tax bill only)
    - Increase \$ 73.34  
(before Additional Considerations/New Information)

TAY VALLEY TOWNSHIP 2024 BUDGET - IMPACTS ON LEVY				
		% Impact on Levy		Impact on \$300K assessed HH
Proposed Levy Increase from 2023 Budget - Nov 7/23	357,671	5.41%		79.67
<b>Decisions that did impact levy</b>				
Total	(30,000)	-0.45%		
<b>Considerations added</b>			4.96%	72.87
Total	2,056	0.03%		
Proposed Levy Increase from 2023 Budget - Nov 7/23	359,727	4.99%	4.99%	73.34
<b>* Additional Considerations - new information</b>				
Total	(17,250)	-0.26%		
Proposed Levy Increase from 2023 Budget - Nov 7/23	342,477	4.73%		69.43

## Impact on Residential Taxes

➤ Based on Residential Assessment:

- Township portion of tax bill only
- Before Additional Considerations/New Information
- 500,000 Household Assessment – increase \$ 122.23 or \$10.19/month
- 400,000 Household Assessment – increase \$ 97.78 or \$8.15/month
- **300,000 Household Assessment – increase \$ 73.34 or \$6.11/month**
- 250,000 Household Assessment – increase \$ 61.12 or \$5.09/month
- 200,000 Household Assessment – increase \$ 48.89 or \$4.07/month
- 150,000 Household Assessment – increase \$ 36.67 or \$3.06/month



## Next Steps

- November 28<sup>th</sup> – Public Budget Meeting
  - proposed budget and proposed fees & charges for 2024
- December 5<sup>th</sup> – COW – final budget discussions
- December 12<sup>th</sup> – Council - Adoption of Budget





# Questions and Comments

---

?????



# 2024 Draft Budget

---

Thank you!

