



# 2024 Budget

Draft Capital  
and Operating Budget

Version 2 - January 17, 2024

# 2024 Draft Budget

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2024 Capital Budget Summary

FUNDING

DEPARTMENT	DIVISION	PROJECT NAME	Project #	EXPENSES	Tax levy	Grants	DC's	Debenture	Reserve & Reserve Funds	Other	Comments	Total Funding
Clerks	Clerks	Electronic Records Management Software - Laserfiche	C-2024-01	20,200					20,200		Records Reserve - 0427	20,200
Clerks	Clerks	Firewall and Network Modernization	C-2024-02	48,100					48,100		Working Fund - 0350	48,100
Total Clerks				68,300	-	-	-	-	68,300	-	-	68,300
Infrastructure & Development	Public Works	Structure 28 Rehabilitation (Construction)	01-800-510-0322	734,000		340,000			169,350	224,650	Carryover budget of \$224k from 2022	734,000
Infrastructure & Development	Public Works	Culvert Trailer Replacement	I-2024-01	35,000					35,000		Equipment Reserve - 0422	35,000
Infrastructure & Development	Public Works	New Design Criteria Manual	I-2024-03	40,000			26,800		13,200		Capital Asset Mgmt Reserve -0353	40,000
Infrastructure & Development	Public Works	Concession 7 (Adjala) Resurfacing	I-2024-04	300,000					300,000		Capital Asset Mgmt Reserve -0353	300,000
Infrastructure & Development	Public Works	Road Needs Study	I-2024-05	35,000			17,500		17,500		Capital Asset Mgmt Reserve -0353	35,000
Infrastructure & Development	Public Works	Structure 40 Replacement (Engineering)	I-2024-06	218,700					218,700		Capital Asset Mgmt Reserve -0353	218,700
Infrastructure & Development	Public Works	Designated Substances Surveys	I-2024-08	12,000					12,000		Building Assessment Reserve - 0428	12,000
Infrastructure & Development	Public Works	CLI-ECA Stormwater and Sewage Deliverables	I-2024-10	50,000					50,000		Stormwater Reserve - 0426	50,000
Total Public Works				1,424,700	-	340,000	44,300	-	815,750	224,650		1,424,700
Infrastructure and Development	Water/Wastewater	Capital Investment Plan	I-2024-11	10,000		10,000					OCIF	10,000
Infrastructure and Development	Water/Wastewater	Sodium Silicate Systems Installation (Everett and Loretto)	I-2024-12	75,000		75,000					OCIF	75,000
Infrastructure and Development	Water/Wastewater	Redlion Systems Software Updates (Hockley, Loretto and Rosemont)	I-2024-13	6,500		6,500					OCIF	6,500
Infrastructure and Development	Water/Wastewater	Milltronics Level Sensors Installation (Loretto)	I-2024-14	12,000		12,000					OCIF	12,000
Infrastructure and Development	Water/Wastewater	Dehumidifiers Installation (Lisle, Everett, Rosemont, Hockely, Loretto and Colgan)	I-2024-16	6,000		6,000					OCIF	6,000
Infrastructure and Development	Water/Wastewater	Water Meter Replacement	I-2024-17	40,000		40,000					OCIF	40,000
Total Water/Wastewater				149,500	-	149,500	-	-	-	-	-	149,500
Total INF & DEV.				1,574,200	-	489,500	44,300	-	815,750	224,650	-	1,574,200

2024 Capital Budget Summary

FUNDING

DEPARTMENT	DIVISION	PROJECT NAME	Project #	EXPENSES	Tax levy	Grants	DC's	Debenture	Reserve & Reserve Funds	Other	Comments	Total Funding
FIRE SERVICES												-
Fire	Fire	Standardized Extrication Equipment	F-2024-01	80,000					80,000		Fire Reserve - 0410	80,000
Fire	Fire	Low Flow Fire Nozzle Replacement	F-2024-02	39,000					39,000		Fire Reserve - 0410	39,000
Fire	Fire	Loretto Station 2 Lot Grade, Concrete Apron and Re-Surfacing	F-2024-03	140,000					140,000		Building Assessment Reserve -0428	140,000
Fire	Fire	Fire Equipment Replacement - Hose and Appliances	F-2024-05	35,000					35,000		Fire Reserve - 0410	35,000
Fire	Fire	Radio Replacement and New Multipurpose Tablets	F-2024-06	16,000					16,000		Fire Reserve - 0410	16,000
Fire	Fire	Respiratory Protection Equipment Replacement	F-2024-07	90,000					90,000		Fire Reserve - 0410	90,000
Fire	Fire	Pumper 22 Replacement (Pumper Tanker)	F-2024-08	950,000					950,000		Fire Reserve - 0410	950,000
												-
Total Fire Services				1,350,000	-	-	-	-	1,350,000	-	-	1,350,000
PLANNING												-
Planning	Planning	Official Plan	P-2024-01	50,000	-	-	50,000				DC Reserves	50,000
Planning	Planning	Zoning By-law Update	P-2024-02	30,000			30,000				DC Reserves	30,000
												-
Total Planning				80,000	-	-	80,000	-	-	-	-	80,000
												-
Total 2024 Capital Budget				3,072,500	-	489,500	124,300	-	2,234,050	224,650	-	3,072,500

## Prior Year's Capital for Potential Carryover

		2023 ACTUAL	2023 BUDGET	VARIANCE
	<b>CAPITAL</b>			
01-800-810-3720	REPLACEMENT OF PLAYGROUND EQUIPMENT	0.00	40,000.00	40,000.00
01-800-510-0421	FCM AMP DEVELOPMENT	0.00	62,500.00	62,500.00
01-800-510-0821	NEW WATER TANK REPLACE WATER TANK 1	29,904.01	50,000.00	20,095.99
01-800-510-1221	2 YR PLAN - VARIOUS GRAVEL ROADS HARD TOPPING	5,459.70	344,038.00	338,578.30
01-800-435-2621	STATION 2 - LORETTO CEILING AND INSULATION REPAIRS/REPLACEMENT	6,792.48	40,000.00	33,207.52
01-800-340-0122	MUNICIPAL MODERNIZATION PROJECT	6,410.88	12,148.00	5,737.12
01-800-510-2422	PLOW TRUCK	181,921.44	355,000.00	173,078.56
01-800-510-0522	BRIDGE 28 REHABILITATION	0.00	224,650.00	0.00
01-800-510-0622	DEVELOPMENT RELATED EXPANSION ANALYSIS	0.00	30,000.00	30,000.00
01-800-510-0722	2 YEAR VARIOUS ROAD WORKS (RES 142-2021)	0.00	435,000.00	435,000.00
01-800-435-0922	REPLACEMENT OF TANK 24 (LORETTO)	0.00	570,000.00	570,000.00
01-800-680-1422	LORETTO DWS IMPROVEMENTS	168,875.14	1,875,000.00	1,706,124.86
01-800-690-2122	NEW HORIZONS FORCE MAIN INTERCONNECTION	0.00	118,600.00	118,600.00
01-800-510-0123	NORTH P.W. WORKS YARD SECURITY	0.00	10,000.00	10,000.00
01-800-510-0223	STRUCTURE 71 REHABILITATION	7,571.31	250,000.00	242,428.69
01-800-510-0323	STRUCTURE 72 REHABILITATION	7,571.30	250,000.00	242,428.70
01-800-510-0523	LOCATE/PATROL TRUCK	53,441.82	70,000.00	16,558.18
01-800-510-0723	CON RD 3 RESURFACING	0.00	640,000.00	640,000.00
01-800-510-0823	TRAFFIC STUDY	29,112.64	95,000.00	65,887.36
01-800-510-0923	BUILDING NEEDS STUDY	0.00	25,000.00	25,000.00
01-800-510-1023	PARKS NEED STUDY	6,334.56	35,000.00	28,665.44
01-800-510-1223	HAMLET ROAD WORKS	0.00	200,000.00	200,000.00
01-800-690-1323	EVERETT WASTEWATER	2,905.31	24,000.00	21,094.69
01-800-680-1423	COLGAN DWS	5,471.61	36,000.00	30,528.39
01-800-680-1623	HOCKLEY DWS	10,764.65	15,500.00	4,735.35
01-800-680-1723	LISLE DWS	7,759.97	11,100.00	3,340.03
01-800-680-1923	WECA (LORETTO) DWS	15,798.00	70,450.00	54,652.00
01-800-680-2023	GENERAL WATER/WASTEWATER	0.00	90,000.00	90,000.00
01-800-435-2123	COMMUNITY RISK ASSESSMENT & MASTER PLAN	4,603.62	115,000.00	110,396.38
01-800-435-2223	BUNKER GEAR	46,169.75	70,000.00	23,830.25
01-800-435-2523	LORETTO FIRE STATION BUILDING REPAIRS	1,052.62	25,000.00	23,947.38
01-800-900-2623	OFFICIAL PLAN UPDATE	1,314.84	15,000.00	13,685.16
01-800-900-2723	PARKS MASTER PLAN	0.00	75,000.00	75,000.00
01-800-405-2823	BUILDING/BY-LAW VEHICLE	47,479.90	95,000.00	47,520.10
01-800-900-2923	ZONING BY-LAW UPDATE	0.00	82,945.00	82,945.00
	<b>TOTAL CAPITAL EXPENSE</b>	<b>646,715.55</b>	<b>6,456,931.00</b>	<b>5,585,565.45</b>

**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	C-2024-01
<b>Project Title:</b>	Electronic Records Management Software - Laserfiche
<b>Department:</b>	Clerks
<b>Division:</b>	Clerks
<b>Ward:</b>	
<b>Contact:</b>	Robin Reid
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 20,200

**Project Description and Location**

Staff are proposing the implementation of an Electronic Records Management System that would act as both a records repository with a TOMRMS based retention scheduled and a work environment that allows for the creation, collaboration and linking of related file documents. All Township Departments will be onboarded into Laserfiche throughout the duration of 2024. The project will have an annual operating impact of \$20,600 for the Municipal Site Subscription License commencing in 2024.

**Project Justification**

The Township currently does not have a records management strategy for electronic records. In accordance with section 4.1 of the Municipal Freedom of Information and Protection of Privacy Act and section 254 of the Municipal Act, the Township is required to ensure that records are developed, documented, and preserved in accordance with retention requirements. The proposed software, Laserfiche, will provide Staff with the tools to manage the growing volume of electronic records.

**Impact of Not Proceeding**

The Township would continue to create additional electronic records without an electronic records management strategy.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund	\$20,200	Records Reserve -0427
Debt		
Grants		
Development Charges		
Other		
<b>Total</b>	<b>\$20,200</b>	

Updated as of Wednesday, January 17, 2024

**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	C-2024-02
<b>Project Title:</b>	Firewall and Network Modernization
<b>Department:</b>	Clerks
<b>Division:</b>	I.T.
<b>Ward:</b>	
<b>Contact:</b>	Robin Reid
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 48,100

**Project Description and Location**

The proposed Firewall and Network modernization project would enhance the I.T. cybersecurity posture for all Township buildings including the Municipal Centre, North Yard, South Yard, Fire Station 1 and Fire Station 2. The project would include the physical installation of I.T. infrastructure within buildings, including cabling, next-generation perimeter firewalls, and wired and wireless access switches. This would enable separation of the Township's various computer networks, including network data, staff and guest Wi-Fi, VoIP phones, surveillance and access control, and more, thus reducing the attack surface and limiting threat impact. The project will have an annual operating impact of \$7,400 for the annual Firewall subscription commencing in 2024.

**Project Justification**

This project would greatly benefit the Township by providing modern security measures. This would be achieved through the implementation of next-generation firewalls (NGFWs) which provide real-time scanning, analysis and actioning of viruses, malware, intrusion detection, intrusion prevention, URL and DNS filtering, and more. Additionally, separating the Township networks into logical entities would limit threats and compromises to a much smaller number of endpoints, allowing for faster recovery and reduced financial impact.

**Impact of Not Proceeding**

Not proceeding with this project would have the Township at continued risk to numerous threats with the use of aging, legacy technology. Next-generation firewalls have been generally available for more than 10 years. Modern threats require solutions that are equally modern. The current network does not inspect data at the network edge, but rather it allows all traffic to pass through to internal endpoints (ie, laptops, computers, and servers). This puts the entire responsibility of security onto the endpoint, meaning potential attackers are already inside the network and need only to find a computer vulnerability to exploit in order to launch an attack and put the entire organization at risk. This risk is further exacerbated with the current network that is not separated into smaller units.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund	\$48,110	Working Fund -0350
Debt		
Grants		
Development Charges		
Other		
<b>Total</b>	<b>\$48,110</b>	

**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	01-800-510-0322
<b>Project Title:</b>	Structure 28 Rehabilitation (Construction)
<b>Department:</b>	Infrastructure and Development
<b>Division:</b>	Public Works
<b>Ward:</b>	
<b>Contact:</b>	James Johnstone
<b>Pre-budget Approval:</b>	Yes -2022
<b>Cost:</b>	\$ 734,000

**Project Description and Location**

The construction portion of the rehabilitation of Structure 28 has been estimated to cost \$702,958.08. These construction costs include: (1) rehabilitation works \$628,000; (2) 10% contingency \$62,800; and (3) 1.76% Municipal Tax \$12,158.08. The rehabilitation works include: (1) Roadside Protection; (2) Concrete Repairs; (3) Waterproofing; and (4) Slope Stabilization. Construction Administration for the project has also been estimated at \$30,000.00.

**Project Justification**

Engineering was completed in 2022 but construction was not awarded due to lowest bid (\$329,000) being higher than budget projections (\$208,000). The Township's Bridge Inspections Report (BIR) was completed in September 2023 and it now estimates that construction costs are \$702,958.08. With \$224,648 in funding already allocated to this project as part of the 2022 budget, an additional \$510,000 (rounded) is being requested for completion.

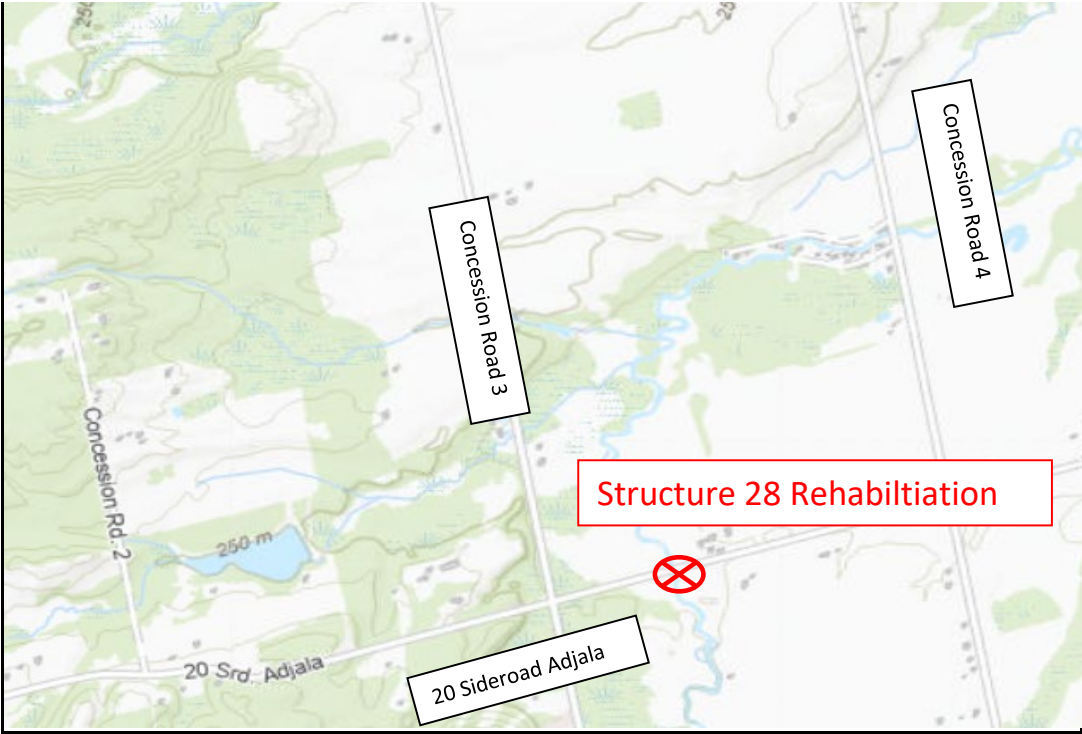
**Impact of Not Proceeding**

The Township's bi-annual Bridge Inspections Report (BIR) was completed in September 2023. In the BIR, it recommends that Structure 28 be rehabilitated within one year. If the construction is not completed in 2023, then the \$20,352 in gas tax funding already spent on this project would need to be repaid to the province. Additionally, the engineering has already been completed for the rehabilitation of this structure.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund	\$169,350	Capital Asset Mgmt Reserve -0353
Debt		
Grants	\$340,000	Gas Tax
Development Charges		
Other	\$224,650	carryover amount - Prior year (2022) approved
<b>Total</b>	<b>\$734,000</b>	



SUPPLEMENT TO JUSTIFICATION SHEET #01-800-510-0322



**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	I-2024-01
<b>Project Title:</b>	Culvert Trailer Replacement
<b>Department:</b>	Infrastructure & Development
<b>Division:</b>	Public Works
<b>Ward:</b>	
<b>Contact:</b>	Jon Hardy
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 35,000

**Project Description and Location**

To replace the existing culvert/utility trailer. This trailer is also used as the Santa float at the annual Santa Parade in Lisle.

**Project Justification**

This homemade trailer is over 30 years old now and has structural concerns, The Public works deptment uses this trailer for many different operation during the year including rental of grading equipment, compacting tools and garbage removal.

**Impact of Not Proceeding**

Soon this trailer will not be road safe and structurally safe to use. We install all entrance culverts and cross culverts during summer operation with this equipment, It is an important tool in our fleet that will be invaluable with increased growth continuing in the township.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund	\$35,000	Equipment Reserve - 0422
Debt		
Grants		
Development Charges		
Other		
<b>Total</b>	<b>\$35,000</b>	

**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	I-2024-03
<b>Project Title:</b>	New Design Criteria Manual
<b>Department:</b>	Infrastructure and Development
<b>Division:</b>	Public Works
<b>Ward:</b>	
<b>Contact:</b>	Jon Hardy
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 40,000

**Project Description and Location**

Update of the Townships design criteria manual.

**Project Justification**

The current design criteria manual was written in 2006 and is out to date. Many of the specifications need to be revised and updated.

**Impact of Not Proceeding**

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund	\$13,200	Capital Asset Mgmt Infrastructure Reserve - 0353
Debt		
Grants		
Development Charges	\$26,800	DC Reserve Fund
Other		
<b>Total</b>	<b>\$40,000</b>	

Updated as of Wednesday, January 17, 2024

**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	I-2024-04
<b>Project Title:</b>	Concession 7 (Adjala) Resurfacing
<b>Department:</b>	Infrastructure and Development
<b>Division:</b>	Public Works
<b>Ward:</b>	All
<b>Contact:</b>	James Johnstone
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 300,000

**Project Description and Location**

Concession 7 (Adjala) will be pulverized and resurfaced with 50mm of Hot Mix Asphalt (HL3) from County Road 1 to Structure 57 (approximately 1.57 kilometers North).

**Project Justification**

The Township's Roads Asset Management Plan (RAMP) was completed in June 2020 and it recommended that Concession 7 (Adjala) be resurfaced as soon as possible.

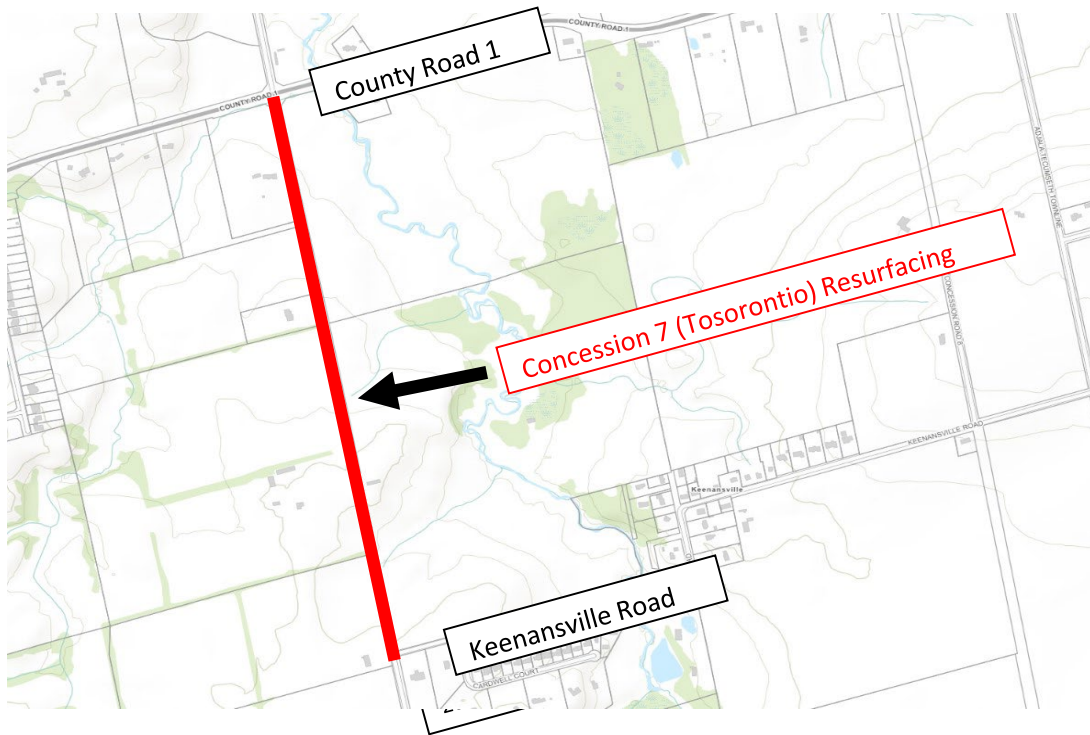
**Impact of Not Proceeding**

The Township's Roads Asset Management Plan (RAMP) rates this road as one of the worst road segments in the Township. If road is not resurfaced, then it will continue to deteriorate and could become an insurance liability.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund	\$300,000	Capital Asset Mgmt Reserve - 0353
Debt		
Grants		
Development Charges		
Other		
<b>Total</b>	<b>\$300,000</b>	



## SUPPLEMENT TO JUSTIFICATION SHEET #I-2024-04



**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	I-2024-05
<b>Project Title:</b>	Road Needs Study
<b>Department:</b>	Infrastructure and Development
<b>Division:</b>	Public Works
<b>Ward:</b>	
<b>Contact:</b>	James Johnstone
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 35,000

**Project Description and Location**

The project will evaluate all road segments in the Township's road network using the Inventory Manual methodology similar to the previous road needs study. At the end of the project, the Township will receive a report that includes a 10-year capital plan which outlines the specific road segments that should be crack sealed, surface treated and resurfaced amongst other improvements based upon an updated condition assessment.

**Project Justification**

The Township's Development Charges Background Study was completed in July 2021. In the DCBS, three (3) roads needs studies (RNS) were included as partially funded capital projects on a four-year cycle. The last RNS was completed in 2020 which translates into the next study in the cycle being scheduled to be completed in 2024.

**Impact of Not Proceeding**

The Township's Development Charges Background Study was completed in July 2021. In the DCBS, each road needs study was estimated to cost \$35,000 and potential development charge (DC) recoverable cost was calculated as \$17,500 (half of the total cost). If the RNS is not completed, then the Township foregoes the partial DC funding available to this project.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund	\$17,500	Capital Asset Mgmt Infrastructure Reserve - 0353
Debt		
Grants		
Development Charges	\$17,500	DC Reserve Fund
Other		
<b>Total</b>	<b>\$35,000</b>	

**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	I-2024-06
<b>Project Title:</b>	Structure 40 Replacement (Engineering)
<b>Department:</b>	Infrastructure and Development
<b>Division:</b>	Public Works
<b>Ward:</b>	
<b>Contact:</b>	James Johnstone
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 218,700

**Project Description and Location**

The engineering portion of the replacement of Structure 40 has been estimated to cost \$218,634.24. These engineering services costs include: (1) engineering design \$91,500; (2) geotechnical investigation \$20,000; (3) environmental assessment \$10,000; (4) Temporary Struts \$75,000; (5) 10% contingency \$12,150; and (6) 1.76% Municipal Tax \$2,352.24. Please note that struts are a temporary repair that are urgently needed.

**Project Justification**

The Township's bi-annual Bridge Inspections Report (BIR) was completed in September 2023. In the BIR, it recommends that Structure 40 be replaced within one year. The replacement recommendation arises due to the fact that the structure has a Bridge Condition Index (BCI) rating of 25.57 out of 100.00 which is the lowest condition in the Township.

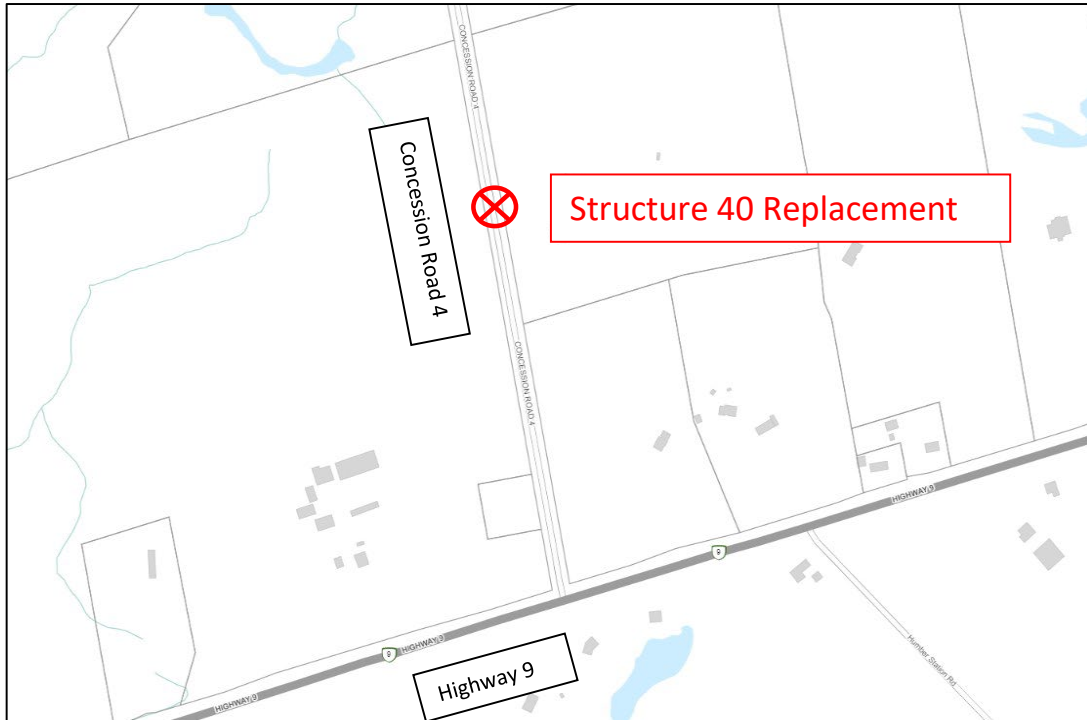
**Impact of Not Proceeding**

The Township's bi-annual Bridge Inspections Report (BIR) was completed in September 2023. In the BIR, it recommends that Structure 40 be replaced within one year. If the engineering is not completed in 2023, then the construction will not be able to occur in 2024 which could lead to a load posting on the structure. Please note that other factors could lead to a load posting on this structure in advance of the planned replacement.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund	\$218,700	Capital Asset Mgmt Reserve -0353
Debt		
Grants		
Development Charges		
Other		
<b>Total</b>	<b>\$218,700</b>	



## SUPPLEMENT TO JUSTIFICATION SHEET #I-2024-06





**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	I-2024-08
<b>Project Title:</b>	Designated Substances Surveys
<b>Department:</b>	Infrastructure and Development
<b>Division:</b>	Public Works
<b>Ward:</b>	
<b>Contact:</b>	James Johnstone
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 12,000

**Project Description and Location**

Designated Substances Surveys (\$1500/survey) to be completed at eight (8) Township-owned buildings with the remainder to be surveyed in future years. Eight (8) buildings include: North Yard Garage; North Yard Storage Building; North Yard Sand/Salt Dome; South Yard Garage; South Yard Sand/Salt Dome; Everett Fire Station; Loretto Fire Station; and Loretto Fire Station Storage Building. These eight buildings are located within four (4) Township properties that represent the highest employee utilization and will include both internal (employees) and external (contractors) maintenance and contract works under the annual operational budget.

**Project Justification**

Section 30(1) of the Occupational Health and Safety Act requires that owners determine whether any designated substances are present at a project site and shall prepare a list of all designated substances that are present at the site before beginning a project. Designated substances include: Acrylonitrile; Arsenic; Asbestos; Benzene; Coke oven emissions; Ethylene oxide; Isocyanates; Lead; Mercury; Silica; Vinyl chloride. All eight buildings are to be completed as part of the designated substances survey.

**Impact of Not Proceeding**

Section 30(5) of the Occupational Health and Safety Act (1990) states that an owner who fails to comply with designated substances requirements is liable to the constructor and every contractor and subcontractor who suffers any loss or damages as the result of the subsequent discovery on the project of a designated substance that the owner ought reasonably to have known of but that was not on the list prepared under subsection (1).

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund	\$12,000	Building Assessment Reserve - 0428
Debt		
Grants		
Development Charges		
Other		
<b>Total</b>		

**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	I-2024-10
<b>Project Title:</b>	CLI-ECA Stormwater and Sewage Deliverables
<b>Department:</b>	Infrastructure and Development
<b>Division:</b>	Public Works
<b>Ward:</b>	
<b>Contact:</b>	James Johnstone
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 50,000

**Project Description and Location**

As required under the Municipality's Consolidated Linear Infrastructure (CLI) Environmental Compliance Approvals (ECA), the Township is required to complete Deliverable #1 (Operation and Maintenance Manuals) and Deliverable #2 (Significant Drinking Water Threat Assessment Reports) for both the Municipal Sewage Collection System and the Municipal Stormwater Management System.

**Project Justification**

For Municipal Sewage Collection System, Deliverable #1 and Deliverable #2 must be prepared and implemented by February 24, 2024 as required in CLI-ECA. For Municipal Stormwater Management System, Deliverable #1 and Deliverable should have been prepared and implemented by November 27, 2023 as required in CLI-ECA.

**Impact of Not Proceeding**

If Deliverables are not completed, then the Township will continue to be out of compliance with respect to stormwater and sewage CLI-ECAs.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund	\$50,000	Stormwater Reserve - 0426
Debt		
Grants		
Development Charges		
Other		
<b>Total</b>	<b>\$50,000</b>	

**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	I-2024-11
<b>Project Title:</b>	Capital Investment Plan
<b>Department:</b>	Infrastructure and Development
<b>Division:</b>	Water/Wastewater
<b>Ward:</b>	All
<b>Contact:</b>	James Johnstone
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 10,000

**Project Description and Location**

The project will evaluate all non-linear (facilities) and linear (pipes and appurtenances) in the Township's six (6) drinking water and one (1) wastewater systems. At the end of the project, the Township will receive a report that includes a 10-year capital plan which outlines the assets that need rehabilitation and maintenance based upon an updated condition assessment.

**Project Justification**

The last 5-year capital investment plan was completed in December 2020 but did not include linear assets. An updated 10-year capital investment plan that includes non-linear assets is needed for long-term capital forecast for Finance Department and asset management purposes as part of the asset management plan - including financial strategy component - due in July 2025.

**Impact of Not Proceeding**

An up-to-date capital investment plan will provide the long-term information needed by finance in order to set aside adequate reserves and the long-term information needed by public works in order to complete asset management plan due in July 2025.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund		
Debt		
Grants	\$10,000	OCIF
Development Charges		
Other		
<b>Total</b>	<b>\$10,000</b>	

Updated as of Wednesday, January 17, 2024

**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	I-2024-12
<b>Project Title:</b>	Sodium Silicate Systems Installation (Everett and Loretto)
<b>Department:</b>	Infrastructure and Development
<b>Division:</b>	Water/Wastewater
<b>Ward:</b>	2/4
<b>Contact:</b>	James Johnstone
<b>Pre-budget Approval:</b>	NO
<b>Cost:</b>	\$ 75,000.00

<b>Project Description and Location</b>
Sodium silicate systems installation at the Everett Drinking Water System and Loretto Drinking Water System.

<b>Project Justification</b>
OCWA has requested this operational improvement in order to address water quality (i.e., color and flavor) concerns from residents.

<b>Impact of Not Proceeding</b>
Resident complaints concerning color and flavor of water will continue in Everett and Loretto.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund		
Debt		
Grants	\$75,000	OCIF
Development Charges		
Other		
<b>Total</b>	<b>\$75,000</b>	

Updated as of Wednesday, January 17, 2024

**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	I-2024-13
<b>Project Title:</b>	Redlion Systems Software Updates (Hockley, Loretto and Rosemont)
<b>Department:</b>	Infrastructure and Development
<b>Division:</b>	Water/Wastewater
<b>Ward:</b>	2/3
<b>Contact:</b>	James Johnstone
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 6,500

<b>Project Description and Location</b>
Redlion Systems Software Updates at the Hockley Drinking Water System, Loretto Drinking Water System and Rosemont Drinking Water System. The Redlion system is a PLC system that transmits water data for remote facility monitoring.

<b>Project Justification</b>
Ministry of the Environment, Conservation and Parks (MECP) has requested this operational improvement in order to improve remote facility monitoring.

<b>Impact of Not Proceeding</b>
Current systems do not permit fully functional remote monitoring as requested by MECP.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund		
Debt		
Grants	\$6,500	OCIF
Development Charges		
Other		
<b>Total</b>	<b>\$6,500</b>	

Updated as of Wednesday, January 17, 2024

TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET

<b>Project Number:</b>	I-2024-14
<b>Project Title:</b>	Milltronics Level Sensors Installation (Loretto)
<b>Department:</b>	Infrastructure and Development
<b>Division:</b>	Water/Wastewater
<b>Ward:</b>	2
<b>Contact:</b>	James Johnstone
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 12,000.00

<b>Project Description and Location</b>
Milltronics Levels Sensors Installation at the Loretto Drinking Water System.

<b>Project Justification</b>
Ministry of the Environment, Conservation and Parks (MECP) has requested this operational improvement in order to improve remote facility monitoring.

<b>Impact of Not Proceeding</b>
Current systems do not permit fully functional remote monitoring as requested by MECP.

	Amount	Reserve/Reserve Fund/Other
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund		
Debt		
Grants	\$12,000	OCIF
Development Charges		
Other		
<b>Total</b>	<b>\$12,000</b>	

Updated as of Wednesday, January 17, 2024

**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	I-2024-16
<b>Project Title:</b>	Dehumidifiers Installation (Lisle, Everett, Rosemont, Hockely, Loretto and Colgan)
<b>Department:</b>	Infrastructure and Development
<b>Division:</b>	Water/Wastewater
<b>Ward:</b>	All
<b>Contact:</b>	James Johnstone
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 6,000.00

<b>Project Description and Location</b>
Dehumidifiers Installation at the Lisle Drinking Water System, Everett Drinking Water System Rosemont Drinking Water System, Hockley Drinking Water System, Loretto Drinking Water System and Colgan Drinking Water System.

<b>Project Justification</b>
OCWA has requested this operational improvement in order to address deterioration (i.e., rusting and warping) of equipment inside drinking water treatment plants.

<b>Impact of Not Proceeding</b>
Equipment will continue to deteriorate faster than planned inside drinking water treatment plants.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund		
Debt		
Grants	\$6,000	OCIF
Development Charges		
Other		
<b>Total</b>	<b>\$6,000</b>	

**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	I-2024-17
<b>Project Title:</b>	Water Meter Replacement
<b>Department:</b>	Infrastructure and Development
<b>Division:</b>	Water/Wastewater
<b>Ward:</b>	All
<b>Contact:</b>	James Johnstone
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 40,000

<b>Project Description and Location</b>
For water meter replacement and water meter reading devices (MXU) throughout the Township. This is part of multi-year project that will start in Loretto.

<b>Project Justification</b>
The current metering system is decades behind the times. All meters need to be setup with the MXU's (radio reads) to allow ease in quickly completing the quarterly meter readings. Due to the aging of the meters, they are seizing or slowing down and not counting cubic meters properly. It is intended to be completed over a multi-year period.

<b>Impact of Not Proceeding</b>
The Township could potentially loss water revenue if the meters are not replaced. Not updating the metering system will result in longer times to complete the quarterly meter readings.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund		
Debt	\$40,000	OCIF
Grants		
Development Charges		
Other		
<b>Total</b>	<b>\$40,000</b>	



**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	F-2024-01
<b>Project Title:</b>	Standardized Extrication Equipment
<b>Department:</b>	Fire
<b>Division:</b>	
<b>Ward:</b>	
<b>Contact:</b>	Fire Chief
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 80,000

**Project Description and Location**

To replace and standardize rescue extrication equipment within one department with one mission. To purchase two (2) Hurst e-Draulic Highway Sets, each set consisting of eDraulic Spreader, Cutter and Ram. Existing eDraulic cutter/spreaders to enhance multi-major heavy rescue deployment, provide for service ready spares and enhance training scenarios in both stations as required.

**Project Justification**

Current station inventory is mismatched and non-interoperational rescue equipment acquired independent of interoperability, training, capability and universal service delivery requirements. One station has state-of the-art Hurst e-Draulic battery powered cutter and spreaders, an assortment of second hand non-functioning , non-inspected nor maintained gasoline powered devices. The second station has a similar collection of differing manufactured gasoline powered devices. Standardized equipment with battery operation provides for consistent high pressure capability, achieves seamless universal training objectives and service delivery while eliminating gasoline powered and equipment reducing fuel contamination and carbon footprint.

**Impact of Not Proceeding**

Efficiency and effectiveness in fire service rescue operations is dependent on standardized expectations, standardized training resulting in standard knowledge outcomes. Interoperability is reduced when mismatching rescue equipment is deployed and training schemes are needlessly complex requiring additional training hours to achieve while multiple brands with differing performance abilities require multiple training evolutions and multiple service providers.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund	\$80,000	Fire Reserve - 0410
Debt		
Grants		
Development Charges		
Other		
<b>Total</b>	<b>\$80,000</b>	

Updated as of Wednesday, January 17, 2024

**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	F-2024-02
<b>Project Title:</b>	Low Flow Fire Nozzle Replacement
<b>Department:</b>	Fire
<b>Division:</b>	
<b>Ward:</b>	
<b>Contact:</b>	Fire Chief
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 39,000

**Project Description and Location**

A complete replacement and standardization of firefighting attack handline nozzles to meet required fire water flows for modern fire conditions and firefighter safety. Both stations have diverse and non-standardized inventory of random, low flow handline nozzles. The previous project was underfunded in the Thermal Imaging Replacement ask. Residual of \$9000.00 will be combined with this ask.

**Project Justification**

Modern building construction and synthetic materials used in all home contents release increasingly larger energy and heat that require higher water volumes delivered by larger volume nozzle flow rates. Current nozzles are low flow high pressure nozzles that require more lines and more firefighters to apply appropriate amounts of water during initial fire attack. Challenges with assembling the initially required personnel to deploy multiple low-flow handlines combined with faster heat release and fuel loads requires nozzle replacement with solid/broken stream technology.

**Impact of Not Proceeding**

Essentially it will take longer to achieve fire control, property conservation and place firefighters in possibly untenable conditions during rapidly developing fires. Current volumes have and will result in greater threat to life, increasing danger to firefighters and higher property loss in rapidly developing modern fires.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund	\$39,000	Fire Reserve - 0410
Debt		
Grants		
Development Charges		
Other		
<b>Total</b>	<b>\$39,000</b>	

Updated as of Wednesday, January 17, 2024

**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	F-2024-03
<b>Project Title:</b>	Loretto Station 2 Lot Grade, Concrete Apron and Re-Surfacing
<b>Department:</b>	Fire
<b>Division:</b>	
<b>Ward:</b>	
<b>Contact:</b>	Fire Chief
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 140,000

**Project Description and Location**

Remove current broken asphalt, extend bay door concrete aprons, regrade driveway slope and re-pave lot from driveway entry through to the detached storage garage.

**Project Justification**

With the age and deterioration of the current asphalt, apron edge and the existing steep entry/egress to Cty Rd 50 the lot is in hazardous condition. The entire lot is fractured, no longer drains towards the catch basin and poses hazards due to trips and slips. The ability to perform safe vehicle and pre-use equipment inspections, training evolutions and entry egress on foot is becoming severely compromised. Concrete aprons to the length of the apparatus will provide a more durable base resitive of static heavy apparatus weight compression.

**Impact of Not Proceeding**

This has been a reported and justifiable Health and Safety concern for sometime. Continued deterioration that results in injury will be costly and preventable. Firefighters respond with a purpose to save seconds when they count. Negotiating trip hazards should not be another task. Ice build-up due to excessive water collection is already a current hazard. Plowing and clearing activates are significantly affected. The response, training and maintenance activities must be conducted in a safe workplace.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund	\$140,000	Building Assessment Reserve -0428
Debt		
Grants		
Development Charges		
Other		
<b>Total</b>	<b>\$140,000</b>	

**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	F-2024-05
<b>Project Title:</b>	Fire Equipment Replacement - Hose and Appliances
<b>Department:</b>	Fire
<b>Division:</b>	
<b>Ward:</b>	
<b>Contact:</b>	Fire Chief
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 35,000

**Project Description and Location**

To purchase and/or replace the following fire equipment to continue with the ongoing equipment replacement strategy as fire equipment generally has a life expectancy of 10 years.

Fire Hose:

Replace fire hose across the Everett and Loretto Fire Stations as existing fire hose is approaching or surpassing its 10-year life expectancy and/or failed the annual hose testing.

Fire Appliances and Adapters : Replace fittings and appliances subjected to corrosion and electrolysis deterioration and require replacement of adapters, intake valves and gates. Standardize master intake valves.

**Project Justification**

All fire service hose is required to be annually tested to the National Fire Protection Association Standard. Due to the age of our existing hose, we are experiencing a high failure rate. Fire hose that fails must be taken out of service and replaced to ensure the municipality is able to maintain our emergency response capability. Appliances and adapters are of varying ages and makes with wear and corrosion.

**Impact of Not Proceeding**

The municipality has a legislative responsibility under The Occupational Health and Safety Act to take every reasonable precaution with regards to the safety of its workers.

The impact of not proceeding with this project is the municipality will be unable to provide the approved fire protection service levels in response to emergency incidents and/or maintain mandatory training levels.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund	\$35,000	Fire Reserve - 0410
Debt		
Grants		
Development Charges		
Other		
<b>Total</b>	<b>\$35,000</b>	

**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	F-2024-06
<b>Project Title:</b>	Radio Replacement and New Multipurpose Tablets
<b>Department:</b>	Fire
<b>Division:</b>	
<b>Ward:</b>	
<b>Contact:</b>	Fire Chief
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 16,000

**Project Description and Location**

To purchase and replace Five Motorola XPR Firefighter portable radios to be able to maintain constant communication with Incident Command and fire dispatch and to purchase 4 iPad tablets, accessories, and data plans for frontline firefighting apparatus. This request is to purchase five portable radios and four IPAD tablets in 2024.

**Project Justification**

The purpose of this project is to replace existing radios that have reached the end of their service life and purchase Four IPAD tablets. In 2023 the municipality transitioned from an analog to digital system. As part of this process existing radios were upgraded with new software and it was identified that 24 radios have reached the end of their service life and require replacement. The department also identified the need for multipurpose tablets to be incorporated to enhance the response of AFTD apparatus and to work in conjunction with the current mobile radios.

**Impact of Not Proceeding**

The municipality has a legislative responsibility under The Occupational Health and Safety Act to take every reasonable precaution with regards to the safety of its workers.  
The impact of not proceeding with this project is the municipality will not be unable ensure an adequate number of radios and tablets for safe emergency incident operations.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund	\$16,000	Fire Reserve - 0410
Debt		
Grants		
Development Charges		
Other		
<b>Total</b>	<b>\$16,000</b>	

**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	F-2024-07
<b>Project Title:</b>	Respiratory Protection Equipment Replacement
<b>Department:</b>	Fire
<b>Division:</b>	
<b>Ward:</b>	
<b>Contact:</b>	Fire Chief
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 90,000

**Project Description and Location**

To fund the respiratory protection equipment project to purchase and replace the fill station, compressor unit and storage banks at the Loretto Fire Station. Including the replacement of Self-Contained Breathing Apparatus Cylinders (6) and SCBA facepieces (12)

**Project Justification**

The current SCBA fill station/compressor at the Loretto Fire Station is over 20 years old and has exceeded its expected service life and requires replacement. In addition, replacement parts for minor repairs are no longer available. The approval of this project completes a two-year multi-station replacement project as identified in the 10-Year Capital Plan

**Impact of Not Proceeding**

The municipality has a legislative responsibility under The Occupational Health and Safety Act to take every reasonable precaution with regards to the safety of its workers.

This respiratory equipment is required to maintain approved fire protection service levels in response to emergency incidents and/or maintain mandatory training levels.

The impact of not proceeding with this project is the municipality will be unable to provide appropriate and timely support required for the refilling of personal protective equipment (SCBA).

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund	\$90,000	Fire Reserve - 0410
Debt		
Grants		
Development Charges		
Other		
<b>Total</b>	<b>\$90,000</b>	

**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	F-2024-08
<b>Project Title:</b>	Pumper 22 Replacement (Pumper Tanker)
<b>Department:</b>	Fire
<b>Division:</b>	
<b>Ward:</b>	
<b>Contact:</b>	Fire Chief
<b>Pre-budget Approval:</b>	Yes
<b>Cost:</b>	\$ 950,000

**Project Description and Location**

To replace P22 (Pumper Loretto) with a tandem axle Pumper/Tanker, 4 door NFPA compliant cab, with 3000 USWG capacity, 6000lpm capacity pump changing the previous fleet replacement strategy with a modern, effective and compliant alternative supporting initial and prolonged fire incidents.

**Project Justification**

P22 is currently a two person apparatus in an older commercial cab configuration. Current depth of response and deployment algorithms use multiple apparatus to assemble NFPA 1720 required fire crews on scene for a working structure fire. The Township lost its FUS Superior Tanker Accreditation which provides all residents and businesses with reduced insurance ratings when the required third tanker was not replaced by previous management. To address the initial response, water supply and assembly of first in crews and restore the ability to re-acquire the FUS accreditation, the acquisition of this combination Pumper/Tanker provides an unparalleled opportunity to provide for increased depth of response and required water flows for modern construction/content materials and fire growth suppression in a safer and more effective apparatus design. Strategy: Increase reserve funding in 2024/2025 by 350,000 and 375,000 respectively. Order unit as soon as practicable (2023?) and take delivery in Jan 2025.

**Impact of Not Proceeding**

Residents, businesses and the Township will continue to pay higher fire insurance premiums essentially underwriting the lack of Accreditation. Initial firefighting crew assembly on scene will continue to be delayed jeopardizing life, fire crews and property conservation.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund	\$950,000	Fire Reserve - 0410
Debt		
Grants		
Development Charges		
Other		
<b>Total</b>	<b>\$950,000</b>	

**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	P-2024-01
<b>Project Title:</b>	Official Plan
<b>Department:</b>	Planning Services
<b>Division:</b>	Planning Services
<b>Ward:</b>	N/A
<b>Contact:</b>	Jaclyn Cook
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 50,000

**Project Description and Location**

The completion of the Official Plan - Schedules, Text, Public Engagement/Public Meetings.

**Project Justification**

It is a statutory requirement for the Township's Official Plan to be updated every ten years, or every five years after an update done through an amendment to the plan. The Township's Official Plan is over 20 years old, absent of current day provincial and regional policy updates which is a statutory requirement.

**Impact of Not Proceeding**

Having an outdated Official Plan requires for additional staff resources administering amendments, higher cost to ratepayers for development, higher costs for the municipality concerning appeals of policies that are more challenging to defend.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund		
Debt		
Grants		
Development Charges	\$50,000	DC Reserves
Other		
<b>Total</b>	<b>\$50,000</b>	



**TOWNSHIP OF ADJALA-TOSORONTIO  
2024 CAPITAL PROJECT BUDGET SHEET**

<b>Project Number:</b>	P-2024-02
<b>Project Title:</b>	Zoning By-law Update
<b>Department:</b>	Planning Services
<b>Division:</b>	Planning Services
<b>Ward:</b>	N/A
<b>Contact:</b>	Jaclyn Cook
<b>Pre-budget Approval:</b>	No
<b>Cost:</b>	\$ 30,000

**Project Description and Location**

The completion of the Zoning By-law Update- Schedules, Text, Public Engagement/Public Meetings.

**Project Justification**

It is a statutory requirement for the Township's Zoning By-law to be updated no less than three years after the update of the Township's Official Plan. The Township's Zoning By-law Upwards of 20 years old, absent of current day provincial and regional policy direction on land use planning, which is a statutory requirement.

**Impact of Not Proceeding**

Having an outdated Zoning By-law requires for additional staff resources administering amendments, higher cost to ratepayers for development, higher costs for the municipality concerning appeals of policies that are more challenging to defend.

	<b>Amount</b>	<b>Reserve/Reserve Fund/Other</b>
<b>Capital Funding</b>		
Tax Levy		
Reserve/Reserve Fund		
Debt		
Grants		
Development Charges	\$30,000	DC Reserves
Other		
<b>Total</b>	<b>\$30,000</b>	

## 10 Year Capital Forecast

Category	2025 (Year 1)	2026 (Year 2)	2027 (Year 3)	2028 (Year 4)	2029 (Year 5)	2030 (Year 6)	2031 (Year 7)	2032 (Year 8)	2033 (Year 9)	2034 (Year 10)	Total
Fleet	\$693,000	\$773,000	\$1,285,000	\$907,000	\$600,000	\$466,000	\$404,000	\$454,000	\$0	\$0	\$5,582,000
Water	\$431,001	\$305,982	\$446,662	\$418,793	\$314,277	\$214,421					\$2,131,136
Wastewater	\$518,160	\$52,124	\$62,081	\$2,747,652	\$114,383	\$62,052					\$3,556,451
Stormwater											\$0
Roads	\$2,376,061	\$4,406,333	\$2,472,054	\$9,987,495	\$2,571,925	\$2,623,364	\$2,675,831	\$2,764,348	\$2,783,935	\$2,839,613	\$35,500,960
Structures	\$2,182,290	\$1,842,444	\$2,506,043	\$545,546	\$1,172,534	\$729,753	\$762,727	\$653,786	\$713,470	\$1,189,739	\$12,298,332
Facilities	\$0	\$0	\$8,500,000	\$32,473	\$0	\$0	\$0	\$0	\$0	\$36,570	\$8,569,043
Parks	\$958,000	\$104,040	\$106,121	\$1,025,892	\$110,408	\$112,616	\$224,869	\$117,166	\$143,411	\$121,899	\$3,024,422
Fire	\$844,225	\$696,275	\$375,425	\$75,575	\$1,398,836	\$880,102	\$1,022,473	\$424,700	\$87,650	\$0	\$5,805,262
Building/Planning/By-Law	\$50,200	\$152,000	\$0	\$202,000	\$75,000	\$0	\$159,000	\$0	\$0	\$0	\$638,200
Total	\$8,052,937	\$8,332,198	\$15,753,386	\$15,942,426	\$6,357,363	\$5,088,309	\$5,248,900	\$4,414,000	\$3,728,466	\$4,187,821	\$77,105,806

## 10 Year Capital Forecast

ID	Category	Asset	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
1	Fleet	BACKHOE (S)		\$310,000									\$310,000
2	Fleet	BACKHOE (N)							TBD				\$0
3	Fleet	GRADER (N)			\$720,000								\$720,000
4	Fleet	GRADER (S)									TBD		\$0
5	Fleet	LOADER (N)				\$520,000							\$520,000
6	Fleet	LOADER (S)								TBD			\$0
7	Fleet	FARM TRACTOR	\$235,000										\$235,000
8	Fleet	CULVERT TRAILER											\$0
9	Fleet	TRAILER					\$35,000						\$35,000
10	Fleet	HOT BOX (ASPHALT TRAILER)						\$70,000					\$70,000
11	Fleet	FLAIL MOWER		\$85,000									\$85,000
12	Fleet	SWEEPSTER					\$75,000						\$75,000
13	Fleet	BRUSHER			\$90,000								\$90,000
14	Fleet	WATER TANKS								\$50,000			\$50,000
15	Fleet	DUMP TRUCK (T15)	\$378,000										\$378,000
16	Fleet	DUMP TRUCK (T16)		\$378,000									\$378,000
17	Fleet	DUMP TRUCK (T17)			\$387,000								\$387,000
18	Fleet	DUMP TRUCK (T18)				\$387,000							\$387,000
19	Fleet	DUMP TRUCK (T19)					\$396,000						\$396,000
20	Fleet	DUMP TRUCK (T20)						\$396,000					\$396,000
21	Fleet	DUMP TRUCK (T21)							\$404,000				\$404,000
22	Fleet	DUMP TRUCK (T22)								\$404,000			\$404,000
23	Fleet	1 TON (D3)					\$94,000						\$94,000
24	Fleet	4500 CHASSIS (D4)									TBD		\$0
25	Fleet	1/2 TON - ALLOCATED TO WATER (P4)		TBD									\$0

## 10 Year Capital Forecast

ID	Category	Asset	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
26	Fleet	1/2 TON (P1)				TBD							\$0
27	Fleet	4X4 (P2)	\$80,000										\$80,000
28	Fleet	3/4 TON (S) (P5)									TBD		\$0
29	Fleet	3/4 TON (N) (P6)			\$88,000								\$88,000
30	Fleet	3/4 TON (P8)						TBD					\$0
31	Fleet	3/4 TON - (P7)									TBD		\$0
32	Water/Wastewater	Colgan Drinking Water System	\$9,078	\$52,436	\$9,126	\$9,850	\$68,011	\$13,063					\$161,566
33	Water/Wastewater	Everett Drinking Water System	\$15,555	\$84,064	\$138,382	\$143,314	\$34,668	\$13,964					\$429,947
34	Water/Wastewater	Hockley Drinking Water System	\$163,710	\$13,525	\$12,204	\$28,684	\$26,774	\$12,951					\$257,848
35	Water/Wastewater	Lisle Drinking Water System	\$24,072	\$15,190	\$13,371	\$84,538	\$42,065	\$25,451					\$204,688
36	Water/Wastewater	Rosemont Drinking Water System	\$65,280	\$16,126	\$19,102	\$44,380	\$25,394	\$37,726					\$208,008
37	Water/Wastewater	Loretto Drinking Water System	\$27,846	\$34,125	\$82,562	\$29,009	\$32,350	\$30,181					\$236,073
38	Water/Wastewater	General Maintenance	\$125,460	\$90,515	\$171,916	\$79,018	\$85,014	\$81,084					\$633,006
39	Water/Wastewater	Everett Wastewater System	\$518,160	\$52,124	\$62,081	\$67,652	\$114,383	\$62,052					\$876,451
40	Water/Wastewater	New Horizons (Everett) WWTP				\$2,680,000							\$2,680,000
41	Roads	Hot Mix Resurfacing	\$2,160,360	\$2,203,567	\$2,247,639	\$2,292,591	\$2,338,443	\$2,385,212	\$2,432,916	\$2,481,575	\$2,531,206	\$2,581,830	\$23,655,339
42	Roads	Single Surface Treatment	\$60,391	\$61,599	\$62,831	\$64,088	\$65,369	\$66,677	\$68,010	\$69,370	\$70,758	\$72,173	\$661,266
43	Roads	Crack Sealing	\$155,310	\$158,417	\$161,585	\$164,817	\$168,113	\$171,475	\$174,905	\$178,403	\$181,971	\$185,610	\$1,700,604
44	Roads	Road Needs Study				\$35,000				\$35,000			\$70,000
45	Roads	Everett Sidewalks				\$2,300,000							\$2,300,000
46	Roads	North Works Depot (Everett)				\$5,131,000							\$5,131,000
47	Roads	South Works Depot (Loretto)		\$1,282,750									\$1,282,750
48	Roads	Public Works Storage Building (Colgan)		\$700,000									\$700,000
49	Structures	STR-040	\$1,185,240										\$1,185,240
50	Structures	STR-029	\$63,240	\$726,199									\$789,439

## 10 Year Capital Forecast

ID	Category	Asset	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
51	Structures	STR-076		\$24,970	\$210,119								\$235,089
52	Structures	STR-045			\$46,693	\$435,138							\$481,831
53	Structures	STR-011				\$110,408	\$1,105,185						\$1,215,593
54	Structures	STR-030					\$67,349	\$668,940					\$736,289
55	Structures	STR-033						\$60,813	\$712,185				\$772,998
56	Structures	STR-046							\$50,542	\$592,860			\$643,402
57	Structures	STR-056								\$60,926	\$604,717		\$665,643
58	Structures	STR-067									\$108,753	\$1,086,124	\$1,194,877
59	Structures	STR-073										\$103,615	\$103,615
60	Structures	STR-019	\$933,810										\$933,810
61	Structures	STR-034		\$1,091,276									\$1,091,276
62	Structures	STR-018			\$2,249,230								\$2,249,230
63	Facilities	Everett Firehall			\$8,500,000								\$8,500,000
64	Facilities	Buidling Condition Assessments				\$32,473						\$36,570	\$69,043
65	Parks	Replacement	\$102,000	\$104,040	\$106,121	\$108,243	\$110,408	\$112,616	\$114,869	\$117,166	\$119,509	\$121,899	\$1,116,872
66	Parks	Parks Condition Assessments				\$21,649					\$23,902		\$45,550
67	Parks	Loretto Playground							\$110,000				\$110,000
68	Parks	Everett Playground				\$896,000							\$896,000
69	Parks	Colgan Playground	\$856,000										\$856,000
70	Fire	Squad 21 (Pumper/Rescue)						\$800,000					\$800,000
71	Fire	Squad 11 (Pumper/Rescue)							\$850,000				\$850,000
72	Fire	Brush 10 (Mini Pumper)								\$300,000			\$300,000
73	Fire	Pumper 22 (Pumper)	\$700,000										\$700,000
74	Fire	Tanker 14		\$600,000									\$600,000
75	Fire	Utility 17							\$90,000				\$90,000

## 10 Year Capital Forecast

ID	Category	Asset	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
76	Fire	Utility 27			\$90,000								\$90,000
77	Fire	ATV	\$25,000										\$25,000
78	Fire	Ladder Truck					\$1,321,000						\$1,321,000
79	Fire	Turnout Gear	\$55,000	\$56,100	\$57,200	\$58,300	\$59,500	\$60,700	\$61,900	\$63,100	\$64,400		\$536,200
80	Fire	Portable Radios	\$4,925	\$5,075	\$5,225	\$5,375	\$5,536	\$5,702	\$5,873	\$6,000	\$6,750		\$50,462
81	Fire	SCBA Cylinders	\$4,200	\$4,800	\$5,400	\$6,000	\$6,600	\$7,200	\$7,800	\$8,400	\$9,000		\$59,400
82	Fire	SCBA Face Pieces	\$5,100	\$5,300	\$5,600	\$5,900	\$6,200	\$6,500	\$6,900	\$7,200	\$7,500		\$56,200
83	Fire	Fire Nozzles			\$12,000								\$12,000
84	Fire	Hose Replacement	\$25,000	\$25,000									\$50,000
85	Fire	Pressure Pumps								\$40,000			\$40,000
86	Fire	Pumping System			\$200,000								\$200,000
87	Fire	Thermal Imaging Cameras	\$25,000										\$25,000
88	Building/By-Law	BB-1		\$52,000					\$55,500				\$107,500
89	Building/By-Law	BB-2		\$52,000					\$55,500				\$107,500
90	Building/By-Law	BB-3				\$52,000							\$52,000
91	Planning	D.C. Background Study		\$48,000					\$48,000				\$96,000
92	Planning	Official Plan				\$150,000							\$150,000
93	Planning	Zoning By-Law					\$75,000						\$75,000
94	Planning	Sustainability Study	\$31,200										\$31,200
95	Planning	Urban Design Guidelines	\$19,000										\$19,000
		<u>TOTAL</u>	\$8,052,937	\$8,332,198	\$15,753,386	\$15,942,426	\$6,357,363	\$5,088,309	\$5,248,900	\$4,414,000	\$3,728,466	\$4,187,821	\$77,105,806

## 2024 Net Operating Budget Summary

Department	2024 Budget	2023 Budget	Increase (Decrease)
OPP	0	0	0
Municipal Taxation	-807,000	-697,000	-110,000
Corporate	-87,958	-264,466	176,508
Council	342,400	280,515	61,885
Administration	1,553,070	1,597,652	-44,582
Clerks	348,290	312,799	35,491
Information Technology	366,230	425,931	-59,701
Fire	2,127,440	1,392,307	735,133
Building	0	0	0
By-Law	147,850	158,591	-10,741
Public Works	4,685,025	4,664,754	20,271
Water	0	0	0
Sewer	0	0	0
Planning & COA	578,630	546,398	32,232
Parks & Recreation	141,350	134,419	6,931
<b>Total Net Operating Budget</b>	9,395,327	8,551,900	843,427

## 2024 Operating Budget

Department	2024 Revenues	2024 Expenses	2024 Net Levy
OPP	- 1,763,490	1,763,490	0
Municipal Taxation	- 862,000	55,000	- 807,000
Corporate	- 1,701,813	1,613,855	- 87,958
Council	-	342,400	342,400
Administration	-	1,553,070	1,553,070
Clerks	- 10,710	359,000	348,290
Information Technology	- 220	366,450	366,230
Fire	- 102,000	2,229,440	2,127,440
Building	- 513,000	513,000	0
By-Law	- 45,000	192,850	147,850
Public Works	- 110,200	4,795,225	4,685,025
Water	- 1,578,841	1,578,841	0
Sewer	- 298,540	298,540	0
Planning & COA	- 105,000	683,630	578,630
Parks & Recreation	- 10,000	151,350	141,350
<b>Total Operating Budget</b>	- 7,100,814	16,496,141	9,395,327



## Township of Adjala-Tosorontio 2024 Major Budget Drivers

Description	Comments	\$ Impact
Transfers to Reserves	Increased transfer to Capital and Operating Reserves	\$ 888,000
Compensation	Increase in staff wages due to wage review, Council increase, VFF increase based on actuals and estimated \$75k impact of 2 hour minimum call out for VFF, addition of Deputy Fire Chief and increases in overall benefits	\$ 661,200
Transfer from Reserves (Fire)	Elimination of Transfer from Working Fund Reserve used in 2023 to offset cost for mandatory training and related wages	\$ 101,365
Public Works	Unavoidable increases in Dust Control Contract, Gravel Road Materials and Asphalt Repair Contract	\$ 144,000
Insurance	Savings due old claims coming off and new provider with very competitive premium rate	(\$633,180)
Supplementary Taxes	Estimated Increase in supplementary tax revenue due to growth	(\$110,000)
<b>Total</b>		<b>\$ 1,051,385</b>

## 2024 Reserve Funding Changes

Reserve	2023 Budget Transfer	2024 Budget Transfer	Increase \$
Fire Reserve - 0140	300,000	650,000	350,000
Equipment Reserve - 0422	200,000	300,000	100,000
Capital Asset Mgmt Infrastructure Gap - 0353	200,000	500,000	300,000
Building Assessment Reserve - 0428	100,000	100,000	0
Insurance Reserve (New)	0	50,000	50,000
Planning Reserve - 0440	0	50,000	50,000
Records Reserve - 0427	0	25,000	25,000
Cemetery Reserve - 0450	0	5,000	5,000
I.T. Maint. Reserve - 0351	5,000	10,000	5,000
Election Reserve - 0460	17,000	20,000	3,000
<b>Total</b>	<b>822,000</b>	<b>1,710,000</b>	<b>888,000</b>

# **OPP** **2024 Operating Budget**

## **REVENUES**

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-400-0013	POLICING USER FEES	-1,755,164	-1,647,595	-1,750,000	-102,405
01-060-072-0069	GRANT: UNCONDITIONAL	0	-3,490	-3,490	0
01-060-400-0071	PROVINCIAL OFFENCES ACT	-32,226	-10,000	-10,000	0
01-060-400-9000	TRANSFER FROM RESERVES	0	0	0	0
<b>Total Revenues</b>		-1,787,390	-1,661,085	-1,763,490	-102,405

## **EXPENSES**

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-200-400-0085	PPP: OPP	1,432,424	1,562,645	1,577,340	14,695
01-200-400-0087	PPP: OPP CERB	0	6,165	6,165	0
	TRANSFER TO RESERVES:				
01-200-400-9000	OPP	0	92,275	179,985	87,710
<b>Total Expenses</b>		1,432,424	1,661,085	1,763,490	102,405
<b>Net</b>		-354,966	0	0	0

## Municipal Taxation 2024 Operating Budget

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
	MUN: TSF BASE COMMERCIAL				
01-060-061-0047	SCHOOL BD	-315,083	-310,000	-310,000	0
01-060-061-0404	MUN: SUPPLEMENTARY TAXATION	-362,143	-215,000	-325,000	-110,000
01-060-070-0416	INTEREST ON TAX ARREARS	-134,423	-125,000	-125,000	0
01-060-070-0417	PENALTIES ON CURRENT TAXES	-132,165	-95,000	-95,000	0
01-060-076-0499	TAX AND WATER CERTIFICATES	-5,163	-7,000	-7,000	0
	<b>Total Revenues</b>	<b>-948,978</b>	<b>-752,000</b>	<b>-862,000</b>	<b>-110,000</b>

### EXPENSES

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-100-310-5100	MUN: TAX WRITE-OFF'S	126,821	25,000	25,000	0
01-100-310-5105	MUN: CAPPING	0	0	0	0
01-100-310-5110	MUN: BASE WRITE-OFF	34,229	30,000	30,000	0
	<b>Total Expenses</b>	<b>57,399</b>	<b>55,000</b>	<b>55,000</b>	<b>0</b>
	<b>Net</b>	<b>-891,579</b>	<b>-697,000</b>	<b>-807,000</b>	<b>-110,000</b>

## Fire 2024 Operating Budget

### REVENUES

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-075-0556	BURN PERMIT FEES	-26,830	-28,000	-28,000	0
01-060-076-0555	ADJ/TOS FIRE DEPT. CALLS	-55,686	-70,000	-60,000	10,000
01-060-435-9000	FIRE: TRANSFER FROM RESERVES	0	-101,365	0	101,365
01-060-435-0557	FIRE EXTERNAL RECOVERY	-12,467	-14,000	-14,000	0
<b>Total Revenues</b>		<b>-94,983</b>	<b>-213,365</b>	<b>-102,000</b>	<b>111,365</b>

### EXPENSES

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-200-435-4998	FIRE: VFF WAGES	448,883	338,850	495,000	156,150
01-200-435-4999	FIRE: VFF BENEFITS	37,319	38,800	43,600	4,800
01-200-435-5001	FIRE: SALARIES & WAGES	185,543	199,923	320,405	120,482
01-200-435-5002	FIRE: BENEFITS	48,807	51,530	75,015	23,485
01-200-410-5050	FD: CONTRACTS & FIRE CALLS	31,100	20,000	25,000	5,000
01-200-410-5051	FD: ROSEMONT FIRE BOARD LEVY	91,859	96,670	100,930	4,260
01-200-435-0006	FIRE: ONT INFRASTRUCTURE LOAN	21,285	40,459	52,590	12,131
01-200-435-5006	FIRE: MILEAGE	2,602	2,500	3,000	500
01-200-435-5007	FIRE: WORKSHOPS	3,079	4,000	4,500	500
01-200-435-5009	FIRE: TELEPHONE	6,799	6,600	9,000	2,400
01-200-435-5013	FIRE: MEMBERSHIP. ETC	605	1,000	1,000	0
01-200-435-5014	FIRE: INSURANCE & DEDUCT.	125,386	125,390	64,000	-61,390
01-200-435-5015	FIRE: OFFICE SUPPLIES	4,711	5,000	5,000	0
01-200-435-5016	FIRE: EQUIP MTC. REPAIR	7,424	9,000	10,000	1,000
01-200-435-5018	FIRE: MVC - SEARCH FEE	636	1,200	1,200	0
01-200-435-5020	FIRE: HEALTH & SAFETY	5,947	6,000	6,000	0
01-200-435-5022	FIRE: VEHICLE MTC, REPAIR	65,627	60,000	80,000	20,000
01-200-435-5023	FIRE: FUEL	4,703	12,000	14,000	2,000
01-200-435-5026	FIRE: CLOTHING	9,698	7,000	30,000	23,000
01-200-435-5027	FIRE: BUILDING UTILITIES	27,747	30,000	30,000	0
01-200-435-5028	FIRE: BUILDING MTC	27,147	15,000	25,000	10,000
01-200-435-5029	FIRE: COMMUNICATIONS	6,816	18,100	10,000	-8,100
01-200-435-5030	FIRE: EMERGENCY EVENTS	173	0	0	0
01-200-435-5031	FIRE: FIRE PREVENTION	4,499	5,500	6,000	500
01-200-435-5033	FIRE: PROTECTION EQUIPMENT	24,135	18,000	25,000	7,000
01-200-435-5035	FIRE: TRAINING	80,084	102,000	37,000	-65,000
01-200-435-5036	FIRE: ANNUAL TEST & REPAIR	33,326	27,000	33,000	6,000
01-200-435-5037	FIRE: PUBLIC EDUCATION	2,098	2,200	5,000	2,800
01-200-435-5039	FIRE: DISPATCH	34,066	34,250	36,000	1,750
01-200-435-5040	FIRE: INTERDEPARTMENTAL CHARGE	0	4,000	0	-4,000
01-200-435-5041	FIRE: STN 1 SUPPLIES	5,320	6,000	10,000	4,000
01-200-435-5042	FIRE: STN 2 SUPPLIES	5,451	6,000	10,000	4,000
01-200-435-5054	FIRE: APPRECIATION	102	6,000	6,500	500
01-200-435-5061	FIRE: PRINTING & COPIER	625	1,500	1,500	0
01-200-435-6710	FIRE: REIMBURSABLE EXPENSE	1,220	4,200	4,200	0
01-200-435-9000	FIRE: TRANSFER TO RESERVES	303,741	300,000	650,000	350,000
<b>Total Expenses</b>		<b>1,658,564</b>	<b>1,605,672</b>	<b>2,229,440</b>	<b>623,768</b>
<b>Net</b>		<b>1,563,580</b>	<b>1,392,307</b>	<b>2,127,440</b>	<b>735,133</b>

## ENHANCEMENT SUMMARY

**REQUEST NAME:** ATFD Deputy Fire Chief/Training Officer position

**DEPARTMENT:** Fire

**LEAD:** Fire Chief

**DESCRIPTION:** To hire a Deputy Fire Chief / Training Officer to meet existing and future legislative requirements with regards to community fire safety which have a corresponding relation in the reduction of emergency responses and costs.

Current resources limit fire staff from routinely participating in Building Code plans review and inspections and the commissioning of fire and life safety systems incorporated into current and future training. The addition of this position will also provide the opportunity for the Fire Chief to re-balance the current roles and responsibilities with a further goal of supporting the strategic planning initiatives. The addition of this position would also allow for the ability to ensure we have a permanent individual to oversee annual and future training programs. The Deputy Chief / Training Officer will share the day-to-day responsibilities of the Fire Chief and will work with the Acting District Chiefs to ensure training compliance and staff certification.

The addition of a Deputy Fire Chief / Training Officer will allow the municipality to meet the needs and circumstances of a growing community and ensure compliance of the Fire Protection and Prevention Act, 1997.

**RATIONALE:** For a fire department to be deemed in compliance, it has to satisfy four key requirements: simplified risk assessment; smoke alarm program, including home escape planning; distribution of public education information and implementation of public education programs; and fire prevention inspections upon complaints or requests. Additionally, staff are mandated to continue to conduct frequent fire safety inspections of all buildings regulated by the Federal Marihuana Medical Access Regulation, Propane Handling Act (O.Reg. 211/01), the Retirement Homes Act 2010, and all buildings governed under Ontario Fire Marshal Directive 2014 -02 (Vulnerable Occupancies). Changes in Provincial and Federal Regulations continue to increase the workload of existing staff, resulting in mandated inspections not being completed in a timely manner. With the continuing growth of our population, building stock and with the increased demand for Response. A lack of a dedicated resources staff are unable to complete all the required inspections and mandated public education. ATFD are forced to use educational institutions to achieve mandatory certification within the province. On July 1, 2022, the Fire Protection and Prevention Act 1997 was amended to include Ontario Regulation 343/22 Firefighter certification. The new regulation requires ALL Firefighters across Ontario to meet the new minimum National Fire Protection Association (NFPA) standards by July 1st, 2026.

To date ATFD in 2023 has spent around \$100,870 in training associated with mandatory certification of staff. Over \$65,000 of that costing was paid to outside Educational Institutions or Regional Training Centres. Having a Career Deputy Fire Chief / Training Officer would allow the required training to be accomplished here in-house and this costing could be allocated towards the salary of this new position. Furthermore, in the 2024 budget submission will include the request for \$9000 each year for the next three years to facilitate mandatory certification for Incident Command Training. This required certification would also not need to be funded if there was a permanent Deputy Chief / Training Officer position within the ATFD structure.

The impact of not proceeding with this position is that the municipality will have to continue to incur extensive costing to other agencies and runs the risk of staff not achieving mandatory certification by the set timelines

## FINANCIAL SUMMARY

INCOME/SAVINGS	Description	2024	2025	2026
Cost Savings	Training Savings	74,000		
Cost Avoidance				
Revenue				
	Subtotal	74,000	0	0
EXPENSES	Description	2024	2025	2026
Operating	See breakdown below	136,000		
Capital	Vehicle - Ford Expedition SSV	95,000		

Description	2024	2025	2026
Salary & Benefits	136,000		
Training	-	74,000	
Net Impact to Operating Budget	62,000		

# Corporate 2024 Operating Budget

## REVENUES

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-076-0011	INTEREST EARNED	-255,658	-200,000	-210,000	-10,000
01-060-076-0068	ROYALTIES: AGGREGATE AGREEMENT	-18,223	-17,000	-18,000	-1,000
01-060-076-0085	OTHER REVENUE	-4,435	-2,300	-4,000	-1,700
01-060-071-0070	GRANT-IN-LIEU: COUNTY FOREST	0	-1,968	-1,968	0
01-060-072-0054	GRANTS: MUNICIPAL PARTNERSHIP	-564,500	-564,500	-565,600	-1,100
01-060-072-0066	GRANT: CONDITIONAL	-296,388	-394,552	-438,545	-43,993
01-060-072-0068	GRANT: GRAVEL AGGREGATES	-67,066	-60,000	-67,000	-7,000
01-060-072-0075	GRANT: MUN./AGENCIES	0	-363,207	-363,200	7
01-060-076-0580	TELECOMMUNICATIONS	-33,558	-31,500	-31,500	0
01-060-076-0590	MISCELLANEOUS AGREEMENTS	-2,035	0	-2,000	-2,000
<b>Total Revenues</b>		-1,241,862	-1,635,027	-1,701,813	-66,786

## EXPENSES

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-100-100-4000	CORPORATE: CAPITAL TAX LEVY	200,000	200,000	0	-200,000
01-XXX-XXX-9000	TRANSFERS TO RESERVES	0	0	75,000	75,000
01-100-100-4010	CAPITAL ASSET MANAGEMENT PLAN	200,000	200,000	500,000	300,000
01-100-310-5028	ADM: CAPITAL GRANT EXPENSE	0	380,731	424,725	43,994
01-200-440-5081	PROT: METRO CONSERVATION LEVY	971	1,078	1,080	2
01-200-440-5080	PROT: NVCA LEVY	114,636	117,595	133,850	16,255
01-600-820-5050	REFUN	29,343	30,950	31,000	50
01-100-310-9000	ADM: TRANSFER TO RESERVES	85,289	77,000	85,000	8,000
01-100-310-9010	ADM: TRANSFER TO RESERVE FUNDS	0	363,207	363,200	-7
<b>Total Expenses</b>		168,545	1,370,561	1,613,855	243,294
<b>Net</b>		-1,073,317	-264,466	-87,958	176,508

# Administration 2024 Operating Budget

## REVENUES

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-310-0557	ADMIN EXTERNAL RECOVERY	-946	0	0	0

## EXPENSES

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-100-310-0002	ADM: CONTINGENCY	515	2,000	2,000	0
01-100-310-0008	ADM: NON-PSAB CAPITAL PURCHASES	7,544	8,500	8,500	0
01-100-310-4998	ADM: SALARIES & WAGES CONTINGENCY	35,179	98,000	98,000	0
01-100-310-4999	ADM: BENEFIT CONTINGENCY	0	9,960	9,960	0
01-100-310-5001	ADM: SALARIES & WAGES	590,936	604,617	735,440	130,823
01-100-310-5002	ADM: BENEFITS	175,993	183,120	211,760	28,640
01-100-310-5004	ADM: POST EMPLOYMENT BENEFITS	66,804	81,110	78,000	-3,110
01-100-310-5005	ADM: COMMITTEE EXPENSES	0	0	600	600
01-100-310-5006	ADM: MILEAGE	2,101	2,000	2,200	200
01-100-310-5007	ADM: CONFERENCES & WORKSHOPS	8,601	10,000	12,000	2,000
01-100-310-5009	ADM: TELEPHONE/FAX/PAGES/MOBILES	5,140	7,000	6,500	-500
01-100-310-5010	ADM: POSTAGE & PROMOTION	19,705	18,000	22,500	4,500
01-100-310-5011	ADM: FINANCIAL CONSULTING SERVICES	4,503	2,500	2,500	0
01-100-310-5012	ADM: ADVERTISING & PROMOTION	1,274	5,000	5,000	0
01-100-310-5013	ADM: MEMBERSHIP & SUBSCRIPTIONS	9,028	10,000	10,000	0
01-100-310-5014	ADM: INSURANCE & DEDUCTABLES	375,585	376,585	192,100	-184,485
01-100-310-5015	ADM: OFFICE SUPPLIES	13,987	13,000	13,000	0
01-100-310-5016	ADM: OFFICE EQUIP. MAINT. & CONTRACTS	6,511	7,000	7,000	0
01-100-310-5017	ADM: LEGAL FEES	39,722	58,000	56,000	-2,000
01-100-310-5018	ADM: AUDIT FEES	30,034	28,000	30,000	2,000
01-100-310-5021	ADM: MGMT. CONSULT/SPECIAL PROJECT	14,842	22,500	22,500	0
01-100-310-5025	ADM: PENNY ROUNDING	0	10	10	0
01-100-310-5056	ADM: ACTUARIAL STUDIES	0	3,500	3,500	0
01-100-310-5030	ADM: OTHER ADMINISTRATION EXPENSES	6,207	7,000	7,000	0
01-100-310-5031	ADM: BAD DEBTS	0	0	0	0
01-100-310-5045	ADM: PUBLIC RELATIONS	300	4,500	4,000	-500
01-100-310-5061	ADM: PRINTING AND COPIER	1,669	3,250	3,000	-250
01-100-310-5063	ADM: EMERGENCY EVENTS	0	0	0	0
01-100-310-8051	ADM: STUDIES	26,773	32,500	10,000	-22,500
<b>Total Expenses</b>		<b>1,442,952</b>	<b>1,597,652</b>	<b>1,553,070</b>	<b>-44,582</b>
<b>Net</b>		<b>1,442,006</b>	<b>1,597,652</b>	<b>1,553,070</b>	<b>-44,582</b>



## Building 2024 Operating Budget

### REVENUE

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-405-0200	BUILDING & PLUMBING PERMITS	-3,346,027	-1,500,000	-500,000	1,000,000
01-060-405-0205	SEPTIC SYSTEM PERMITS	-14,964	-10,000	-13,000	-3,000
01-060-405-0300	SEPTIC RE-INSPECTIONS FEES	-11,700	0	0	0
01-060-405-9000	TRANSFER FROM RESERVES	0	0	0	0
	<b>Total Revenues</b>	-3,372,691	-1,510,000	-513,000	997,000

### EXPENSES

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-200-405-5001	BLDG/SEPTIC: SALARIES & WAGES	207,853	231,764	290,000	58,236
01-200-405-5002	BLDG/SEPTIC: BENEFITS	52,565	65,759	78,100	12,341
01-200-405-5006	BLDG/SEPTIC: MILEAGE	0	1,000	500	-500
01-200-405-5007	WORKSHOPS	2,992	7,500	10,000	2,500
01-200-405-5009	BLDG/SEPTIC: TELEPHONE/MOBILES	2,479	3,000	3,000	0
01-200-405-5013	SUBSCRIPTIONS	1,263	2,000	4,000	2,000
01-200-405-5014	BLDG/SEPTIC: INSURANCE & DEDUCTABLES	76,483	76,500	39,000	-37,500
01-200-405-5015	BLDG/SEPTIC: OFFICE SUPPLIES	6,954	3,500	6,000	2,500
01-200-405-5022	BLDG/SEPTIC: VEHICLE MAINTENANCE	922	1,000	2,000	1,000
01-200-405-5023	BLDG/SEPTIC: FUEL	0	5,000	6,000	1,000
01-200-405-5017	BLDG/SEPTIC: LEGAL	4,476	25,000	20,000	-5,000
01-200-405-5021	BLDG/SEPTIC:CONSULTING	73,337	30,000	20,000	-10,000
01-200-405-5047	CONTRACT	30,661	31,185	31,200	15
01-200-405-5026	BLDG/SEPTIC: CLOTHING	325	2,100	2,100	0
01-200-405-5059	PROTECTION	0	0	0	0
01-200-405-5061	BLDG/SEPTIC: PRINTING & COPIER	457	1,000	1,000	0
01-200-405-9000	BLDG/SEPTIC: TRANSFER TO RESERVES	0	1,023,692	100	-1,023,592
	<b>Total Expenses</b>	460,767	1,510,000	513,000	-997,000
	<b>Net</b>	-2,911,924	0	0	0

## Clerks 2024 Operating Budget

### REVENUES

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-072-0050	GRANT: FEDERAL - CANADA DAY	-2,160	-2,210	-2,210	0
01-060-072-0067	GRANT: OTHER/WOLF	-1,467	-2,000	-2,000	0
01-060-330-0085	MARRIAGE LICENSES/CEREMONIES	-6,833	-8,000	-6,000	2,000
01-060-330-0540	CLERKS: INTERNAL RECOVERY ELECTION	0	0	0	0
01-060-330-0557	FOI REVENUE	-523	-200	-500	-300
01-060-335-9000	CLERKS: ELECTION TRANSFER FROM RESERVES	0	0	0	0
	<b>Total Revenues</b>	-10,983	-12,410	-10,710	1,700

### EXPENSES

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-100-330-5001	CLERKS: SALARIES & WAGES	165,870	180,155	204,300	24,145
01-100-330-5002	CLERKS: BENEFITS	45,628	54,154	60,200	6,046
01-100-330-5006	CLERKS: MILEAGE	3,148	1,300	1,300	0
01-100-330-5007	CLERKS: CONFERENCES & WORKSHOPS	3,501	5,000	6,000	1,000
01-100-330-5009	CLERKS: TELEPHONE/FAX/PAGES/MOBILES	1,480	1,100	1,300	200
01-100-330-5010	CLERKS: POSTAGE & PROMOTION	0	100	100	0
01-100-330-5012	CLERKS: ADVERTISING & PROMOTION	1,825	1,600	700	-900
01-100-330-5013	CLERKS: MEMBERSHIPS & SUBSCRIPTIONS	1,145	1,500	1,500	0
01-100-330-5015	CLERKS: OFFICE SUPPLIES	1,132	3,000	2,800	-200
01-100-330-5016	CLERKS: RECORDS MNGMT & FILE SYSTEM NEEDS	5,519	6,000	6,500	500
01-100-330-5017	CLERKS: LEGAL FEES	1,139	10,000	10,000	0
01-100-330-5019	CLERKS: MARRIAGE LICENSE EXPENSE	300	0	300	300
01-100-330-5025	CLERKS: FOI EXPENSE	0	500	500	0
01-100-330-5030	CLERKS: OTHER EXPENSES	1,063	3,000	3,500	500
01-100-330-5058	CLERKS: INTEGRITY COMMISSIONER	1,994	25,000	25,000	0
01-100-330-5061	CLERKS: PRINTING AND COPIER	1,613	1,500	1,600	100
01-100-330-5090	CLERKS: LIVESTOCK CLAIMS	1,467	3,000	3,000	0
01-100-330-5091	CLERKS: LIVESTOCK/FENCE VALUE FEES	386	800	800	0
01-100-330-9000	CLERKS: TRANSFER TO RESERVES	17,000	17,000	20,000	3,000
01-100-335-5003	CLERKS: ELECTION EXPENSES	1,263	1,000	100	-900
01-600-820-8020	CULTURE: CANADA DAY	11,386	9,500	9,500	0
	<b>Total Expenses</b>	266,859	325,209	359,000	33,791
	<b>Net</b>	255,877	312,799	348,290	35,491

# Council 2024 Operating Budget

## REVENUES

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-200-9000	COUNCIL: TRANSFER FROM RESERVES	0	0	0	0
	<b>Total Revenues</b>	0	0	0	0

## EXPENSES

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-100-200-5001	COUNCIL: REMUNERATIONS	125,231	151,930	200,660	48,730
01-100-200-5002	COUNCIL: BENEFITS	32,216	53,385	57,200	3,815
01-100-200-5006	COUNCIL: MILEAGE	1,979	3,000	3,000	0
01-100-200-5007	COUNCIL: CONFERENCES/WORKSHOPS	6,619	16,800	16,800	0
01-100-200-5009	COUNCIL: TELEPHONE/MOBILES/EMAILS	2,364	2,500	2,500	0
01-100-200-5010	COUNCIL: POSTAGE & COURIER	0	400	250	-150
01-100-200-5014	COUNCIL: INSURANCE & DEDUCTABLES	1,232	1,250	600	-650
01-100-200-5017	COUNCIL: LEGAL	10,969	15,500	15,000	-500
01-100-200-5021	COUNCIL: CONSULTING	26,193	25,000	25,000	0
01-100-200-5030	COUNCIL: NEWSLETTER	0	0	7,640	7,640
01-100-200-5043	COUNCIL: EXPENSE	489	750	750	0
01-100-200-5045	COUNCIL: GRANTS/DONATIONS/TRIBUTES	1,421	10,000	13,000	3,000
01-100-200-9000	COUNCIL: RESERVE CONTRIBUTION	0	0	0	0
	<b>Total Expenses</b>	208,712	280,515	342,400	61,885
	<b>Net</b>	208,712	280,515	342,400	61,885

# Information Technology 2024 Operating Budget

## REVENUES

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-340-0557	IT: EXTERNAL RECOVERY	-200	-320	-220	100
	<b>Total Revenues</b>	-200	-320	-220	100

## EXPENSES

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-100-340-5001	I.T. SALARIES & WAGES	53,695	168,791	91,200	-77,591
01-100-340-5002	I.T. BENEFITS	16,217	52,685	29,300	-23,385
01-100-340-5015	I.T. SUPPLIES	3,668	6,000	5,000	-1,000
01-100-340-5016	I.T. COMPUTER/PRINTER UPGRADES	9,600	12,750	12,750	0
01-100-340-5047	I.T. MAINTENANCE CONTRACT	101,885	96,800	126,700	29,900
01-100-340-5050	I.T. CONTRACTED SERVICES	45,261	61,225	68,000	6,775
01-100-340-5071	I.T. WEBSITE UPGRADE	36,628	3,000	3,500	500
01-100-340-5072	I.T. SECURITY & CYBERSECURITY	1,408	20,000	20,000	0
01-100-340-9000	I.T. TRANSFER TO RESERVES	5,000	5,000	10,000	5,000
	<b>Total Expenses</b>	273,362	426,251	366,450	-59,801
	<b>Net</b>	476,812	425,931	366,230	-59,701

## By-Law 2024 Operating Budget

### REVENUE

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-407-0205	DOG TAGS & KENNEL LICENCES	-14,661	-20,000	-20,000	0
01-060-407-0557	BY/LAW PROT: EXTERNAL RECOVERY	-450	0	0	0
01-060-407-0560	PARKING TICKETS	-27,400	-20,000	-25,000	-5,000
	<b>Total Revenues</b>	<b>-42,511</b>	<b>-40,000</b>	<b>-45,000</b>	<b>-5,000</b>

### EXPENSES

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-200-407-5001	BY-LAW/PROT: SALARIES & WAGES	64,419	100,709	97,700	-3,009
01-200-407-5002	BY-LAW/PROT: BENEFITS	24,806	32,332	32,500	168
01-200-407-5006	BY-LAW/PROT: MILEAGE	0	500	500	0
01-200-407-5007	BY-LAW/PROT: CONFERENCES/WORKSHOPS	1,173	2,000	2,000	0
01-200-407-5009	BY-LAW/PROT: TELEPHONE/MOBILES	923	1,500	1,500	0
01-200-407-5013	BY-LAW/PROT: MEMBERSHIPS AND SUBSCRIPTIONS	244	750	750	0
01-200-407-5014	BY-LAW/PROT: CANINE INSURANCE & DEDUCTABLE	11,153	11,100	5,700	-5,400
01-200-407-5015	BY-LAW/PROT: OFFICE SUPPLIES	1,250	2,500	2,500	0
01-200-407-5017	BY-LAW/PROT: LEGAL	6,297	15,000	15,000	0
01-200-407-5018	BY-LAW/PROT: PROPERTY STANDARDS	0	0	0	0
01-200-407-5022	BY-LAW/PROT: VEHICLE MAINTENANCE	124	1,000	1,000	0
01-200-407-5023	BY-LAW/PROT: FUEL	0	4,000	4,000	0
01-200-407-5026	BY-LAW/PROT: CLOTHING	636	700	700	0
01-200-407-5061	BY-LAW/PROT: PRINTING & COPIER	8	500	500	0
01-200-407-5085	BY-LAW/PROT: CANINE CONTROL SERVICES/VET	13,726	15,000	15,000	0
01-200-407-5086	BY-LAW/PROT: DOG TAG COLLECTION/SUPPLIES	0	1,000	1,000	0
	<b>Total Expenses</b>	<b>124,759</b>	<b>198,591</b>	<b>192,850</b>	<b>-5,741</b>
	<b>Net</b>	<b>82,248</b>	<b>158,591</b>	<b>147,850</b>	<b>-10,741</b>

## Public Works 2024 Operating Budget

### REVENUE

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-072-0051	GRANT: CANADA SUMMER JOBS	-2,170	-6,000	-6,000	0
01-060-072-0061	GRANTS: DRAINAGE	0	-25,000	-25,000	0
01-060-073-0030	DRAINAGE - RESIDENTS SHARE	0	-30,000	-30,000	0
01-060-073-0540	P.W. INTERNAL RECOVERY	0	-7,000	-7,000	0
01-060-075-0099	ENTRANCE PERMITS	-5,650	-5,000	-5,000	0
01-060-075-0587	P.W. PERMITS	-11,450	-12,200	-12,200	0
01-060-510-0557	PW: EXTERNAL RECOVERY	-78,461	-25,000	-25,000	0
01-060-510-9000	PW: TRANSFER FROM RESERVES	0	0	0	0
	<b>Total Revenues</b>	<b>-97,731</b>	<b>-110,200</b>	<b>-110,200</b>	<b>0</b>

### EXPENSES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-100-320-5027	PL&B: MUN.OFFICE-UTILIT./SECURITY	17,854	35,000	30,000	-5,000
01-100-320-5028	PL&B: MUN.OFFICEMAIN./IMPROVEMENTS	43,949	54,500	45,000	-9,500
01-100-320-5045	PL&B GRASS CUTTING	24,951	15,000	25,000	10,000
01-100-320-9000	PL&B: TRANSFERS TO RESERVES	100,000	100,000	100,000	0
01-300-510-5001	PW: SALARIES/ WAGES	183,109	229,954	245,800	15,846
01-300-510-5002	PW: BENEFITS	286,011	391,477	417,400	25,923
01-300-510-0006	P.W. ONT. INFRASTRUCTURE LOAN	103,920	192,661	197,825	5,164
01-300-510-5006	PW: MILEAGE	941	2,200	2,000	-200
01-300-510-5007	PW: CONFERENCE/WORKSHOPS	12,847	14,500	14,500	0
01-300-510-5009	PW: TELEPHONE/MOBILES	7,010	5,500	6,000	500
01-300-510-5012	PW: ADVERTISING & PROMOTION	2,180	3,000	2,000	-1,000
01-300-510-5013	PW: MEMBERSHIP & SUBSCRIPTIONS	860	2,200	2,000	-200
01-300-510-5014	PW: INSURANCE & DEDUCTABLES	613,159	598,000	305,000	-293,000
01-300-510-5015	PW: OFFICE SUPPLIES	2,766	2,700	2,700	0
01-300-510-5017	PW: LEGAL FEES	70	17,000	10,000	-7,000
01-300-510-5020	PW: HEALTH AND SAFETY	6,266	2,500	3,000	500
01-300-510-5021	PW: CONSULTING	13,871	0	0	0
01-300-510-5025	PW: SHOP MATERIALS & SUPPLIES	9,903	15,000	16,000	1,000
01-300-510-5026	PW: CLOTHING	8,795	9,000	10,000	1,000
01-300-510-5027	PW: UTILITIES	24,994	30,000	30,000	0
01-300-510-5028	PW: BUILDING MAINTENANCE	29,612	30,000	30,000	0
01-300-510-5029	PW: RADIO COMMUNICATIONS	6,524	6,000	5,000	-1,000
01-300-510-5033	PW: MISC. TOOL, PARTS. ETC	4,631	2,700	2,700	0
01-300-510-5061	PW: PRINTING & COPIER	2,381	2,500	2,500	0
01-300-510-6710	PW:REIMUBURSABLE EXPENSE	31	0	0	0
01-300-510-9000	PW: TRANSFER TO RESERVES	267,920	225,000	325,000	100,000
01-300-530-5025	P.W. BRIDGE MAINTENANCE MATERIAL	12,412	15,000	15,000	0
01-300-540-5003	PW: SUMMER MAINT. WAGES	476,654	493,064	530,400	37,336
01-300-540-5015	PW: GRAVEL PIT MATERIALS/SUPPLIES/REHABILITA	0	2,500	1,500	-1,000
01-300-540-5030	PW: MAINT. EMERGENCY EVENTS	34,808	50,000	50,000	0
01-300-540-5060	PW: GARBAGE DISPOSAL	11,551	7,000	15,000	8,000
01-300-550-5004	PW: WINTER CONTROL: WAGES	395,345	566,498	614,200	47,702
01-300-550-5015	WINTER DAMAGE	2,155	2,000	2,000	0
01-300-550-5025	PW: WINTER CONTROL: MATERIALS	202,440	260,000	265,000	5,000
01-300-580-5022	PW: EQUIPMENT REPAIRS	236,822	260,000	260,000	0
01-300-580-5023	PW: FUEL	163,863	195,000	195,000	0
01-300-590-0008	ST. LIGHTS: NEW INSTALLATION	0	8,500	8,500	0
01-300-590-5027	ST. LIGHTS: HYDRO	21,187	25,000	25,000	0
01-300-590-5062	ST. LIGHTS REPAIRS	5,640	12,000	12,000	0
01-300-590-5064	ST. LIGHTS LOCATES	82	1,500	1,500	0
01-300-591-5027	SIDEWALK REPAIRS	0	1,000	1,000	0
01-310-511-5025	POT HOLE MATERIAL - HOT MIX	42,764	27,500	40,000	12,500
01-310-511-5047	ASPHALT REPAIR CONTRACT	165,617	110,000	150,000	40,000
01-310-513-5047	ROAD LINE PAINTING	4,453	15,000	15,000	0
01-310-514-5047	SUMMER SWEEPING CONTRACT	26,356	20,000	27,500	7,500
01-310-515-5022	SHOULDERING WASHOUT REPAIR	0	13,000	12,000	-1,000
01-320-516-5047	DUST CONTROL CONTRACT	123,679	145,000	176,600	31,600
01-320-517-5049	GRADING EQUIPMENT RENTAL	0	5,500	4,000	-1,500
01-320-518-5025	GRAVEL ROADS MATERIALS	187,831	233,000	262,600	29,600

## Public Works 2024 Operating Budget

### EXPENSES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-330-519-5025	TREE REMOVAL MATERIAL	865	12,000	12,000	0
01-330-520-5025	GUIDERAIL MAINTENANCE MATERIAL	614	6,000	5,000	-1,000
01-330-522-5047	DITCHING SUPPLIES	37,784	100,000	60,000	-40,000
01-330-523-5025	ENTRANCE CULVERT MATERIAL	3,020	10,000	10,000	0
01-330-529-5025	SIGN MAINTENANCE MATERIAL	19,131	15,000	15,000	0
01-330-531-5047	TRAFFIC ENGINEERING CONTRACT	3,453	10,000	10,000	0
01-340-525-5034	BRIDGE INSPECTIONS CONTRACT	18,500	22,500	22,500	0
01-600-830-5001	CEMETERY: REMUNERATION	300	500	500	0
01-340-528-5025	CULVERT MAINTENANCE MATERIAL	55,352	32,000	35,000	3,000
01-600-830-5028	CEMETERY: MAINTENANCE & REPAIRS	8,092	7,500	7,000	-500
01-600-830-9000	CEMETERY: TRANSFER TO RESERVES	0	0	5,000	5,000
01-700-950-5028	DRAINS: MUNICIPAL DRAIN MAINTENANCE	31,472	40,000	45,000	5,000
01-700-950-5035	SOURCE WATER PROTECTION	0	15,000	10,000	-5,000
01-700-950-5038	DRAINS: DRAINAGE SUPINTENDENTS FEES	20,297	50,000	45,000	-5,000
<b>Total Expenses</b>		<b>4,087,096</b>	<b>4,774,954</b>	<b>4,795,225</b>	<b>20,271</b>
<b>Net</b>		<b>3,989,366</b>	<b>4,664,754</b>	<b>4,685,025</b>	<b>20,271</b>

## Water 2024 Operating Budget

### REVENUE

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-074-0611	WATER METERS SOLD	0	-2,000	-1,300	700
01-060-074-0612	PENALTIES	-11,557	-11,000	-13,000	-2,000
01-060-074-0614	WATER CONNECTIONS FEES	0	-18,535	-18,100	435
01-060-074-0615	ADJ-TOS WATER SYSTEM USER FEE	-649,276	-831,000	-997,200	-166,200
01-060-074-0620	ONT.INFRASTRUCTURE LOAN - WATER	0	-507,501	-519,241	-11,740
01-060-074-0660	WATER: RECOVERABLE EXPENSE	-480	-30,000	-30,000	0
<b>Total Revenues</b>		-661,313	-1,400,036	-1,578,841	-178,805

### EXPENSES

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-400-680-0006	WATER: ONT. INFRASTRUCTURE LOAN	187,779	385,391	385,391	0
01-400-680-0007	WATER: INTEREST PAID TO GENERAL FUND	0	67,162	87,570	20,408
01-400-680-5000	WATER: SERVICES PROVIDED BY PW	0	10,000	10,000	0
01-400-680-5001	WATER: SALARIES & WAGES	30,475	55,845	69,900	14,055
01-400-680-5002	WATER: BENEFITS	4,554	18,204	21,440	3,236
01-400-680-5006	WATER: MILEAGE	0	500	500	0
01-400-680-5007	WATER: CONFERENCE/WORKSHOPS	65	2,000	2,000	0
01-400-680-5009	WATER: TELEPHONE/PAGERS/MOBILES	6,291	6,500	6,500	0
01-400-680-5010	WATER: POSTAGE & COURIER	199	6,000	6,000	0
01-400-680-5012	WATER: ADVERTISING & PROMOTION	390	1,000	1,000	0
01-400-680-5013	WATER: MEMBERSHIP & SUBSCRIPTIONS	0	200	300	100
01-400-680-5014	WATER: INSURANCE & DEDUCTABLES	26,917	26,917	13,700	-13,217
01-400-680-5015	WATER: OFFICE SUPPLIES	181	1,000	1,000	0
01-400-680-5021	WATER: CONSULTING	0	2,500	2,000	-500
01-400-680-5022	WATER: EQUIPMENT /REPAIRS	11,223	12,000	12,000	0
01-400-680-5023	WATER: FUEL	0	250	250	0
01-400-680-5025	WATER: MATERIALS AND SUPPLIES	19,912	70,000	194,300	124,300
01-400-680-5027	WATER: HYDRO	61,573	76,000	76,000	0
01-400-680-5028	WATER: PROPERTY TAX	10,584	21,000	22,000	1,000
01-400-680-5029	WATER - LICENSING PROGRAM	1,425	7,000	7,000	0
01-400-680-5030	WATER: EMERGENCY REPAIRS	78,004	70,000	70,000	0
01-400-680-5031	WATER: BAD DEBTS	2,441	0	0	0
01-400-680-5045	WATER: GRASS CUTTING	19,976	19,000	31,700	12,700
01-400-680-5050	WATER CONTRCT-OCWA	512,567	533,987	553,210	19,223
01-400-680-5056	WATER: CONNECTION STUDY	3,427	2,580	2,580	0
01-400-680-5058	WATER: PEER REVIEW	0	2,500	2,500	0
01-400-680-9000	WATER: TRANSFER TO RESERVES	0	2,500	0	-2,500
<b>Total Expenses</b>		977,984	1,400,036	1,578,841	178,805
<b>Net</b>		316,671	0	0	0



## Wastewater 2024 Operating Budget

### REVENUE

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-074-0610	ADJ-TOS SEWERS	-98,889	-131,000	-157,200	-26,200
01-060-074-0616	TRANSFER FROM RESERVES - SEWERS	0	-185,071	-141,340	43,731
01-060-074-0690	WASTEWATER: RECOVERBLE EXPENSE	0	0	0	0
	<b>Total Revenues</b>	-98,889	-316,071	-298,540	17,531

### EXPENSES

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
	SEWER: INTEREST PAID TO GENERAL				
01-400-690-0007	FUND	0	14,878	15,000	122
01-400-690-5000	SEWER: SERVICES PROVIDED BY PW	0	3,000	3,000	0
01-400-690-5001	SEWER: SALARIES & WAGES	12,513	17,343	20,000	2,657
01-400-690-5002	SEWER: BENEFITS	1,378	4,877	5,440	563
01-400-690-5007	SEWER: CONFERENCE/WORKSHOP	0	1,000	1,000	0
01-400-690-5014	SEWER - INSURANCE & DEDUCTABLES	22,956	22,960	11,700	-11,260
01-400-690-5021	SEWER: CONSULTING	3,654	10,000	10,000	0
01-400-690-5025	SEWER: MATERIALS	0	50,000	45,000	-5,000
01-400-690-5027	SEWERS - UTILITIES	11,828	25,000	20,000	-5,000
01-400-690-5058	SEWERS- PEER REVIEW	0	15,000	10,000	-5,000
01-400-690-5050	SEWERS-CONTRACT OCWA	137,054	149,513	154,900	5,387
01-400-690-5056	SEWERS: CONNECTION RATE STUDY	3,427	2,500	2,500	0
	<b>Total Expenses</b>	192,810	316,071	298,540	-17,531
	<b>Net</b>	93,921	0	0	0

## Planning and Committee of Adjustment 2024 Operating Budget

### REVENUE

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-076-0325	ADMINISTRATION FEES	-28,215	-30,000	-30,000	0
01-060-076-0800	SUBDIVISION PREPARATION FEES	-6,750	0	0	0
01-060-076-0830	PLAN: PRE-CONSULTATION FEES	-6,250	-5,000	-5,000	0
01-060-076-0832	PLAN: SITE PLAN FEES	-11,425	-15,000	-15,000	0
01-060-076-0850	OFFICIAL PLAN/ZONING BY-LAW APP FEES	-51,600	-25,000	-30,000	-5,000
01-060-076-0860	PLANNING: CONSENT APPLICAITONS	-6,000	0	0	0
01-060-076-0899	ZONING/ BY-LAW COMPLIANCE	-7,850	-5,000	-5,000	0
01-060-076-0930	COMMITTEE OF ADJUSTMENT APP. FEES	-30,000	-20,000	-20,000	0
	<b>Total Revenues</b>	<b>-148,100</b>	<b>-100,000</b>	<b>-105,000</b>	<b>-5,000</b>

### EXPENSES

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-700-900-5001	PLANNING: SALARIES & WAGES	152,630	239,147	235,300	-3,847
01-700-900-5002	PLANNING: BENEFITS	42,591	76,070	75,450	-620
01-700-900-5006	PLANNING: MILEAGE	838	1,500	1,500	0
01-700-900-5007	PLANNING: CONFERENCES & WORKSHOPS	3,321	8,000	8,000	0
01-700-900-5009	PLANNING: TELEPHONE & MOBILES	1,172	1,500	1,500	0
01-700-900-5010	PLANNING: POSTAGE & COURIER	17	2,000	2,000	0
01-700-900-5012	PLANNING: ADVERTISING & PROMOTION	1,993	2,500	3,000	500
01-700-900-5013	PLANNING: MEMBERSHIP & SUBSCRIPTIONS	3,591	2,000	3,000	1,000
01-700-900-5017	PLANNING: LEGAL CONSULTING	18,347	40,000	40,000	0
01-700-900-5021	PLANNING: CONSULTING FEES	27,344	50,000	40,000	-10,000
01-700-900-5025	PLANNING: MATERIAL & SUPPLIES	314	2,500	2,500	0
01-700-900-5030	PLANNING: OTHER EXPENSES	279	1,000	1,000	0
01-700-900-5061	PLANNING: PRINTING & COPIER	808	1,000	1,000	0
01-700-900-8054	PLANNING: ECONOMIC DEVELOPMENT	4,593	10,000	10,000	0
01-700-900-8060	PLANNING: OLT CONSULTANT'S FEES	31,505	200,000	200,000	0
01-700-900-9000	PLANNING: TRANSFER TO RESERVES	0	0	50,000	50,000
01-700-930-5005	C OF A: SALARIES & WAGES	1,505	1,881	1,880	-1
01-700-930-5006	C OF A: MILEAGE & CAR ALLOWANCE	895	1,000	1,000	0
01-700-930-5007	C OF A: CONFERENCES & WORKSHOPS	3,404	5,000	5,000	0
01-700-930-5013	C OF A: MEMBERSHIPS & SUBSCRIPTIONS	450	1,000	1,000	0
01-700-930-5030	C OF A: OTHER EXPENSES	332	300	500	200
	<b>Total Expenses</b>	<b>295,931</b>	<b>646,398</b>	<b>683,630</b>	<b>37,232</b>
	<b>Net</b>	<b>147,831</b>	<b>546,398</b>	<b>578,630</b>	<b>32,232</b>

## Parks Rec 2024 Operating Budget

### REVENUE

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-810-0565	FACILITY RENTAL FEES	-8,050	-10,000	-10,000	0
	<b>Total Revenues</b>	-8,050	-10,000	-10,000	0

### EXPENSES

G/L	DESCRIPTION	2023 Actuals	2023 Budget	2024 Budget	Chg \$
01-600-810-5001	P & R: SALARIES & WAGES	12,609	16,007	18,600	2,593
01-600-810-5002	P & R: BENEFITS	3,509	5,282	5,950	668
01-600-810-5006	P & R: MILEAGE	0	300	300	0
01-600-810-5007	P & R: CONFERENCE/WORKSHOPS	0	2,000	2,000	0
01-600-810-5014	P & R: INSURANCE & DEDUCTABLE	53,826	53,830	27,500	-26,330
01-600-810-5027	P & R: UTILITIES	1,333	2,000	2,000	0
01-600-810-5028	P & R: MAINTENANCE & REPAIRS	19,615	15,000	20,000	5,000
01-600-810-5030	P & R: EMERGENCY EVENTS MAINTENANCE	2,559	5,000	5,000	0
01-600-810-5045	P & R: GRASS CUTTING	38,636	37,500	62,500	25,000
01-600-810-5050	P & R: RECREATION SERVICES	3,026	2,500	2,500	0
01-600-810-5200	P & R: COMMUNITY DEVELOPMENT COMMITTEE EVENTS	2,518	5,000	5,000	0
	<b>Total Expenses</b>	137,632	144,419	151,350	6,931
	<b>Net</b>	129,582	134,419	141,350	6,931

# The Corporation of the Township of Adjala-Tosorontio 2024 User Fees

	2023 Fees	2024 Fees
<b>ADMINISTRATION</b>		
<b>Certifying and Commissioning</b>		
Certifying true document – per document	\$20.00	\$20.00
Commissioning of Oath – per document	\$20.00	\$20.00
Commissioning of pension document	n/c	n/c
<b>Photocopying</b>		
Black & White – letter – per page	\$0.25	\$0.25
Black & White – legal – per page	\$0.30	\$0.30
Black & White – ledger – per page	\$0.35	\$0.35
Colour – letter – per page	\$0.35	\$0.35
Colour – legal – per page	\$0.40	\$0.40
Colour – ledger – per page	\$0.45	\$0.45
Official Plan Schedules – ledger size – per page	\$0.35	\$0.35
Per Agenda Package	\$25.00	\$25.00
<b>General Administration Fees</b>		
Township Pins	\$1.00	\$1.00
Facsimile services – each page	\$1.00	\$1.00
NSF Cheque	\$35.00	\$35.00
Sewage Disposal System record search fee and/or letter	\$75.00	\$75.00
<b>Marriage Services</b>		
Marriage Licence	\$115.00	\$115.00
Marriage Ceremony	\$300.00*	\$300.00*
Staff Witness	\$25.00/ea.	\$25.00/ea.
<b>Fence Viewers</b>		
Each fence viewer shall be paid for each day or part of a day required to act under the Line Fences Act. Municipality shall be paid an Administration fee for each	\$50.00	n/a
Fence Viewer Award	\$50.00	n/a
Application under Line Fences Act		\$200.00
<b>Property Standards Bylaw</b>		
Property Standards Order Appeal Fee	\$250.00	\$250.00
<b>Freedom of Information – As legislated by MFIPPA</b>		
Application Fee	\$5.00	\$5.00
Search time – per 15 minutes (for General Info Reg only)	\$7.50	\$7.50
Preparation of records for disclosure – per 15 minutes (for General info Reg)	\$7.50	\$7.50
Computer Programming – per 15 minutes (for General info Reg)	\$7.50	\$7.50
Copies – per page	\$0.20	\$0.20
USB – each	\$10.00	\$10.00
Other Invoiced Costs	As per Invoice	As per Invoice
<b>Lottery Licences</b>		
Raffle	3% of prize value	3% of prize value
Breakaway – per deal	3% of prize value	3% of prize value
Bingo (per event)	3% of prize value	3% of prize value
Raffle: for Max Prize of \$1,000	N/A	N/A
Raffle: over \$1,000	N/A	N/A
Nevada	3% of prize value	3% of prize value
<b>Annual Licence Fees</b>		
Refreshment vehicle and/or catering truck	\$250.00	\$250.00
<b>Poundage Fees</b> (payable by owner at the time of pickup of livestock from Pound keeper)		
Bulls & Stallions over 12 months per animal per day	\$30.00	\$30.00
All other Cattle/Horses	\$30.00	\$30.00
Sheep, Goats, Board or other Pigs, Rams	\$15.00	\$15.00

# The Corporation of the Township of Adjala-Tosorontio 2024 User Fees

	2023 Fees	2024 Fees
Geese or Other Poultry	\$5.00	\$5.00
Pick up of livestock on public property – min. fee up to and including the first three (3) hours, **plus mileage**	\$150.00	\$150.00
Administration Fee	\$25.00	\$25.00
<b>FINANCE</b>		
<b>Maps</b>		
Township of Adjala-Tosorontio Map	\$7.00*	\$7.00*
Zoning By-law Map – ledger size – per page	\$0.35*	\$0.35*
Special mapping – ledger size – per page	\$0.35*	\$0.35*
<b>Tax Collection</b>		
Municipal tax sales – process and documents – per tax roll at full cost recovery	Costs	Costs
Tax certificate	\$50.00	\$50.00
Taxation search fee – per property	\$50.00	\$50.00
Returned cheque (NSF/Account Closed/ etc)	\$35.00	\$35.00
Search of tax assessment rolls to provide information in respect of ownership and tax statues – per letter	\$10.00	\$10.00
Administrative Fee (charges added to Tax Roll)	\$35.00	\$35.00
<b>PARKS AND RECREATION</b>		
<b>Facility Rentals</b>		
<b>Municipal Centre Public Room</b>		
Resident – 3 hours or less – per event weekend	\$40.00*	\$40.00*
Resident - maximum 7 hours - per event weekday	\$90.00*	\$90.00*
Resident – 3 hours or less – per event weekend	\$50.00*	\$50.00*
Resident - maximum 7 hours - per event weekend	\$120.00*	\$120.00*
Non-Resident – 3 hours or less – per event weekday	\$75.00*	\$75.00*
Non-Resident - maximum 7 hours - per event weekday	\$150.00*	\$150.00*
Non-Resident – 3 hours or less – per event weekend	\$100.00*	\$100.00*
Non-Resident - maximum 7 hours - per event weekend	\$175.00*	\$175.00*
Commercial - maximum 7 hours - per event weekday	\$150.00*	\$150.00*
Commercial - maximum 7 hours - per event weekend	\$200.00*	\$200.00*
Reg. Charitable Organization based within the Township - 12 free uses weekday/weekend	N/C	N/C
After 12 uses - per event	\$25.00*	\$25.00*
Reg. Charitable Organization based outside the Township per event weekday/weekend	\$35.00*	\$35.00*
<b>Gazebo (Includes use of two junior soccer fields)</b>		
Resident – 2 hours or less – per event weekend/weekend	\$20.00*	\$20.00*
Resident - maximum 5 hours - per event weekday/weekend	\$50.00*	\$50.00*
Non-Resident – 2 hour or less – per event weekday/weekend	\$25.00*	\$25.00*
Non-Resident - maximum 5 hours - per event weekday/weekend	\$75.00*	\$75.00*
Commercial - maximum 5 hours - per event weekday/weekend	\$100.00*	\$100.00*
Reg. Charitable Organization based within the Township - 12 free uses weekday/weekend	N/C	N/C
After 12 uses - per event	\$15.00*	\$15.00*
Reg. Charitable Organization based outside the Township - per event weekday/weekend	\$20.00*	\$20.00*
<b>Ball Diamond Rental</b>		
Line Stripe - per season - per hamlet	N/C	N/C
Minor – per hour	\$8.00*	\$8.00*
Adult – per hour	\$12.00*	\$12.00*
Tournament - per day – minor/adult	\$70.00*	\$70.00*
Concession stand - maximum 5 hours - per event	\$20.00*	\$20.00*
Concession stand - per Tournament day	\$25.00*	\$25.00*
Porto let - per day	At cost	At cost

# The Corporation of the Township of Adjala-Tosorontio 2024 User Fees

	2023 Fees	2024 Fees
<b>Soccer Field Rental</b>		
Minor – per hour	\$8.00*	\$8.00*
Adult – per hour	\$12.00*	\$12.00*
Tournament - per day – minor/adult	\$70.00*	\$70.00*
Porto let - per day	at cost	at cost
<b>PUBLIC WORKS</b>		
<b>Entrances</b>		
Residential Entrance - permits with culvert (installed by owner)	\$250.00	\$250.00
Residential Entrance - deposit refundable to current owner upon final acceptance	\$2,000.00	\$2,000.00
Residential Entrance - permits no culvert	\$250.00	\$250.00
Commercial Entrance - permits with culvert (installed by owner)	\$350.00	\$350.00
Commercial Entrance - deposit refundable to current owner upon final acceptance	\$2,000.00	\$2,000.00
Commercial Entrance - permits no culvert	\$350.00	\$350.00
Fill Entrance - permits (installed by owner, if necessary)	\$500.00	\$500.00
Fill Entrance - permits no culvert		
Fill Entrance - deposit refundable to current owner upon final acceptance	\$2,000.00	\$2,000.00
<b>General Public Works Fees</b>		
Road occupancy permit fee + \$2,000 Deposit	\$200.00	\$200.00
Road cut - permits plus costs + \$2,000 Deposit	\$400.00	\$400.00
Oversized load permit	\$200.00	\$200.00
Public Works and Engineering Compliance Letter	\$200.00	\$200.00
Legal documentation for lifting .3m reserve for private purposes	\$500.00	\$500.00
Public Works reoverable per hour time and materials in accordance with 127 rates as per amended Ministry of Transportation current Ontario Provincial standard specifications, plus municipal costs	Cost + 10%	Cost + 10%
<b>Municipal Numbering</b>		
Purchase of a municipal number sign	\$40.00	\$40.00
Purchase of a post	\$25.00	\$25.00
Installation only	\$125.00	\$125.00
Installation of sign, plus all material (sign & post)	\$190.00	\$190.00
<b>Equipment</b>		
Dump truck - t1 - per hour	\$110.00	\$110.00
Dump truck - t10 - per hour	\$110.00	\$110.00
Dump truck - t11 - per hour	\$110.00	\$110.00
Dump truck - t12 - per hour	\$110.00	\$110.00
Dump truck - t13 - per hour	\$110.00	\$110.00
Dump truck - t14 - per hour	\$110.00	\$110.00
Dump truck - t15 - per hour	\$110.00	\$110.00
Dump truck - t16 - per hour	\$110.00	\$110.00
Dump truck - t17 - per hour	\$110.00	\$110.00
Dump truck - t18 - per hour	\$110.00	\$110.00
1 ton (s) - d1 - per hour	\$44.00	\$44.00
1 ton (s) - d3 - per hour	\$110.00	\$110.00
1/2 ton - p4 - per hour	\$40.00	\$40.00
1/2 ton - p1 - per hour	\$40.00	\$40.00
4x4 - p2 - per hour	\$40.00	\$40.00
3/4 ton (s) - p5 - per hour	\$42.00	\$42.00
3/4 ton (n) - p6 - per hour	\$42.00	\$42.00
3/4 ton - p8 - per hour	\$42.00	\$42.00
Culvert trailer - - per hour	\$29.00	\$29.00
Farm tractor - - per hour	\$89.00	\$89.00
Brusher - - per hour	\$34.00	\$34.00
Backhoe (s) - - per hour	\$97.00	\$97.00
Backhoe (n) - - per hour	\$97.00	\$97.00

**The Corporation of the Township of Adjala-Tosorontio 2024 User Fees**

	<b>2023 Fees</b>	<b>2024 Fees</b>
Grader (n) - - per hour	\$318.00	\$318.00
Grader (s) - - per hour	\$318.00	\$318.00
Loader (s) - - per hour	\$100.00	\$100.00
Loader (n) - - per hour	\$100.00	\$100.00
Flail mower - - per hour	\$19.00	\$19.00
Sweepster - - Per Hour	\$17.00	\$17.00
Chain saws - - Per Hour	\$4.00	\$4.00
Hot Box - - Per Hour	\$36.00	\$36.00
Quick cut - - Per Hour	\$4.00	\$4.00
Signs - - Per Hour	\$2.00	\$2.00
Closure barriers - - Per Hour	\$4.00	\$4.00
Sign trailers - - Per Hour	\$12.00	\$12.00
<b>Man Hours</b>		
Labour - - Per Hour	\$49.00	\$49.00
Operator - - Per Hour	\$51.00	\$51.00
Lead hand - - Per Hour	\$52.00	\$52.00
Foreman - - Per Hour	\$54.00	\$54.00
Supervisor - - Per Hour	\$58.00	\$58.00
<b>Site Alteration and Fill Permit</b>		
<b>Minor (Up to 300m3)</b>		
Application	\$1,000.00 + \$2.00/m3	\$1,000.00 + \$2.00/m3
Permit Amendment	\$500.00	\$500.00
Plans & Reports Review	\$500.00	\$500.00
Security Deposit for Review	\$1,500.00	\$1,500.00
Permit Renewal/Extension	\$500.00 + \$2.00/m3	\$500.00 + \$2.00/m3
<b>Major (Above 300m3)</b>		
Application	\$2,000.00 + \$2.00/m3	\$2,000.00 + \$2.00/m3
Permit Amendment	\$1,000.00	\$1,000.00
Plans & Reports Review	\$1,000.00	\$1,000.00
Security Deposit for Review	\$5,000.00	\$5,000.00
Permit Renewal/Extension	\$1,000.00 + \$2.00/m3	\$1,000.00 + \$2.00/m3
Site Alteration & Fill Management Plan Amendment	\$500.00	\$500.00
Site Alteration & Fill Agreement	\$2,000.00	\$2,000.00
Site Alteration & Fill Agreement Deposit Site	\$5,000.00	\$5,000.00
Alteration & Fill Agreement Amendment	\$1,000.00	\$1,000.00
Release of Agreement	\$500.00	\$500.00
<b>Agricultural</b>		
Application	\$1,500.00 + \$2.00/m3	\$1,500.00 + \$2.00/m3
Permit Amendment	\$500.00	\$500.00
Plans & Reports Review	\$500.00	\$500.00
Security Deposit for Review	\$1,500.00	\$1,500.00
Permit Renewal/Extension	\$750.00 + \$2.00/m3	\$750.00 + \$2.00/m3
<b>Other</b>		
Security Deposit (Roads)	As Determine by Township Engineer	As Determine by Township Engineer
Pre-Consultation	\$250.00	\$250.00
Consultant/Legal Fees	Cost + 15% Administration Fee	Cost + 15% Administration Fee
Extra Inspections	\$150.00	\$150.00
Consultant Inspections	Cost + 15% Administration Fee	Cost + 15% Administration Fee
Transfer of Permit	\$500.00	\$500.00
Issuance/Removal of Stop Work Order	\$250.00	\$250.00
<b>Fill Permit Site Plan</b>		
Site plan review (1 review assumed)	\$100.00	\$100.00
Site inspection (minimum 2 required at \$75.00 – per inspection)	\$150.00	\$150.00
Security – minimum deposit	\$1,000.00	\$1,000.00

**The Corporation of the Township of Adjala-Tosorontio 2024 User Fees**

	2023 Fees	2024 Fees
<b>FIRE SERVICES</b>		
Fire Inspections & Permits		
Paid Inspections Commercial (Group A,D, & E Occupancy)		
Inspect base building or one occupancy plus common elements up to 10,000 sq. ft (929 sq. M.) – per hour inspect	\$75.00	\$75.00
Each additional 3000 sq. ft. (279 sq. M.) – per hour	\$75.00	\$75.00
Inspect each occupancy in addition to base building – per hour	\$75.00	\$75.00
Repeat follow-up inspections on a violation – per hour	\$75.00	\$75.00
<b>Paid Inspections Industrial (Group F Occupancy)</b>		
Inspect base building or one occupant up to 10,000 sq. ft, (929 sq. M.) – per hour	\$75.00	\$75.00
Inspect base building or one occupant & common elements – per hour	\$75.00	\$75.00
Inspect each tenant/occupant in addition to base building – per hour	\$75.00	\$75.00
Inspect Base Building or One Occupant up to 10,000 sq. ft. (929 sq. M.)		
Inspect base building or one occupant & common elements first 10,000 sq. ft. (929 sq. M.) – per hour	\$75.00	\$75.00
Inspect each additional 3000 sq. ft. (279 sq. M.) – per hour	\$75.00	\$75.00
Repeat follow-up inspections on a violation – per hour	\$75.00	\$75.00
<b>Paid Inspections Residential (Group C)</b>		
Daycare, Group Home, Single Family Residence, PLASP, 1 to 2 floors – per hour	\$75.00	\$75.00
Multi-Tenant Low Rise – 3 to 6 floors – per hour	\$75.00	\$75.00
Inspect base building – per hour	\$75.00	\$75.00
Inspect each tenant/occupant/apartment – per hour	\$75.00	\$75.00
<b>General Fire Fees</b>		
Fire Route Application	\$75.00	\$75.00
Outdoor functions: Weddings, Special Events – per address	\$75.00	\$75.00
Permit to light a fire	\$20.00	\$20.00
Large Burn Inspection	n/c	n/c
Permit for Outdoor Wood Burning Appliance	\$200.00	\$200.00
Marijuana Grow-op Investigation and Compliance Inspections – per address – per hour	\$75.00	\$75.00
Propane Licence application Review – per hour	\$75.00	\$75.00
Fire Extinguisher training – per hour	\$75.00	\$75.00
Inquiries for reports pertaining to emergency responses and/or information relating to emergency calls	\$75.00	\$75.00
File Search/Fire Reports information – per address	\$75.00	\$75.00
Posting of licence	\$75.00	\$75.00
<b>EMERGENCY RESPONSES</b>		
<b>1. For responding to nuisance false alarms</b>		
a. First false alarm in any calendar year will be subject to investigation and recommendations	n/c	n/c
b. Second fire alarm in any calendar year	n/c	\$649.00
c. Third & subsequent false alarms in any calendar year – per vehicle – per hour	\$649.00	\$649.00
d. For each additional one – half hour or part thereof	\$324.50	\$324.50
<b>2. For responding to false alarms occurring as a result of work being performed on a first alarm system or emergency system</b>		
a. First false alarm in any calendar year will be subject to investigation and recommendations	n/c	n/c
b. Second fire alarm in any calendar year	n/c	\$649.00
c. Third & subsequent false alarms in any calendar year – per vehicle – per hour	n/c	\$649.00
d. For each additional one – half hour or pat thereof	\$324.50	\$324.50



# The Corporation of the Township of Adjala-Tosorontio 2024 User Fees

	2023 Fees	2024 Fees
<b>3. For responding to false alarms occurring as a result of a malicious act</b>		
a. First & second false alarm in any calendar year will be subject to investigation and recommendations	n/c	n/c
b. Third & subsequent false alarms in any calendar year – per vehicle – per hour	\$649.00	\$649.00
c. For each additional one – half hour or part thereof	\$324.50	\$324.50
<b>4. For attending at the scene of a motor vehicle accident or at the scene of a motor vehicle fire and providing firefighting or other emergency services</b>		
a. For the first hour – per vehicle – per hour	\$649.00	\$649.00
b. For each additional one – half hour or part thereof	\$324.50	\$324.50
c. Motor Vehicle Accident – MTO ARIS charge for the each plate abstract request	\$15.00	\$15.00
<b>5. For responding to a fire control by-law violation or complaint</b>		
a. First response in any calendar year will be subject to an investigation by the fire department. The content of the fire control by-law and permit will be reviews with the owner/tenant or person in charge of the fire. The possible offense, penalties, and response fees will be discussed with the owner/tenant or persons in charge	Charged upon the discretion of the Fire Chief or Designate	Charged upon the discretion of the Fire Chief or Designate
b. For each subsequent response in any calendar year		
i. For the first hour – per vehicle – per hour	\$649.00	\$649.00
ii. For each additional one – half hour or part thereof	\$324.50	\$324.50
<b>6. For attending a natural gas incident</b>		
Attendance at this type of incident will be at full cost recovery	Cost	Cost
<b>7. For attending a fire scene investigation</b>		
Attendance at this type of incident will be at full cost recovery	Cost	Cost
<b>8. For attending a hazardous materials incident</b>		
Attendance at this type of incident will be at full cost recovery	Cost	Cost
<b>9. For responding to assistance requests by other agencies</b>		
Attendance at this type of incident will be at full cost recovery	Cost	Cost
<b>10. Fire Response Fee – Indemnification Technology</b>		
a. For the first hour – per vehicle – per hour	\$649.00	\$649.00
b. For each additional one-half hour or part thereof	\$324.50	\$324.50
Supply a smoke alarm to ensure an occupancy is protected	\$20.00	\$20.00
Supply a carbon monoxide alarm to ensure an occupancy is protected	\$30.00	\$30.00
Supply a combination carbon monoxide / smoke alarm to ensure an occupancy is protected	\$50.00	\$50.00
<b>BY-LAW AND ENFORCEMENT</b>		
<b>By-Law Complaint/Compliance Visits</b>		
First visit will be subject to investigation and recommendations (if warranted)	Notice/Orders	Notice/Orders
Second visit per complaint (if compliance not obtained)	\$150.00	\$150.00
Third visit per complaint	\$150.00	\$150.00
Each subsequent visit per complaint	\$150.00	\$150.00
<b>Sign Permit</b>		
Up to 32 sq. ft.	\$100.00	\$100.00
Up to 64 sq. ft.	\$175.00	\$175.00
Over 64 sq. ft., plus applicable building permit fee	\$250.00	\$250.00
<b>Sign Non-Compliance</b>		
Monthly fee for signs that require a permit that are erected without the issuance of a permit, charged until compliance is met.		
Up to 32 sq. ft.	\$500.00	\$500.00

# The Corporation of the Township of Adjala-Tosorontio 2024 User Fees

	2023 Fees	2024 Fees
Up to 64 sq. ft	\$750.00	\$750.00
Over 64 sq. ft.	\$1,500.00	\$1,500.00
<b>Dog Licensing</b>		
Annual Fee for Licensing Dogs		
Neutered/spayed prior to and including March 31st	\$22.00	\$22.00
Intact prior to and including March 31st	\$35.00	\$35.00
Neutered/spayed as of April 1st	\$40.00	\$40.00
Intact as of April 1st	\$50.00	\$50.00
Replacement dog tag (picked up at Municipal Office)	\$0.50	\$0.50
Assistance Dogs and Livestock Protection Dogs	\$0.00	\$0.00
Surcharge to cover mailing cost	\$2.00	\$2.00
Online purchase – at the above rates	See above	See above
<b>Annual Fee for Licensing Dangerous Dogs</b>		
Neutered/spayed on or before March 31st	\$200.00	\$200.00
Intact on or before March 31st	\$300.00	\$300.00
<b>Kennel License</b>		
Application Fee	\$200.00	\$200.00
Annual Renewal	\$100.00	\$100.00
<b>Swimming Pool Fencing Permit</b>		
Fence for Swimming Pool	\$250.00	\$250.00
<b>Source Water Protection</b>		
Each property on municipal water will be issued a flat fee for septic system inspections which will be added to the third quarter water billing	\$15.00	\$15.00
Review and approve the Risk Management Plan Submitted by resident, per hour	\$100.00	\$100.00
Develop Risk Management Plan, per hour	\$100.00	\$100.00
Enforcement of Risk Management Plan, per hour plus all legal and other costs	\$100.00	\$100.00
Inspection of Septic Systems not billed within the Municipal Water systems	\$100.00	\$100.00
Inspection for Compliance with Risk Management Plan or to investigate a potential threat	\$150.00	\$150.00
<b>WATER FEES</b>		
July 1, 2021 - December 31, 2024 < or = 19 mm \$4.54 (less than or equal to 19mm)	\$4.54 per cubic meter	\$4.54 per cubic meter
July 1, 2021 - December 31, 2024 > 19 mm \$4.54 (greater than 19mm)	\$4.54 per cubic meter	\$4.54 per cubic meter
Base Rate charge per quarter (3 months)	\$20.00	\$20.00
Water on	\$50.00	\$50.00
Water off	\$50.00	\$50.00
After hours water on/off	\$228.00	\$228.00
Supply water to builders on a temporary permit basis per lot/dwelling	\$250.00	\$250.00
Inspection of Existing services	\$75.00	\$75.00
Water Connection Fee (New Service or after decommissioning)	\$6,178.20	\$6,326.47
Water Inspection Fee (New Service)	\$80.00	\$80.00
Hydrant connection (Bulk Water) per connection charge plus total cubic meter usage rate	\$250.00	\$250.00
<b>Meter Packages</b>		
5/8" x 3/4" Meter Pkg	\$737.00	\$737.00
1 " meters or larger = quote required (supplier cost + 10 % admin fee)	Quote required	Quote required
Single meter components = quote required (supplier cost + 10% admin fee)	Quote required	Quote required
<b>Water Financial</b>		
Water Certificate/final meter reading request	\$40.00	\$40.00
Water payment is not received by the due date; the Township shall charge a penalty of five per cent (5%) on accounts not paid by the due date		

**The Corporation of the Township of Adjala-Tosorontio 2024 User Fees**

	<b>2023 Fees</b>	<b>2024 Fees</b>
Returned cheque (NSF/Account Closed/ etc.)	\$35.00	\$35.00
<b>SEWER FEES</b>		
Flat rate charge per month	\$111.09	\$111.09
Sewer reconnection due to disconnection of services	\$50.00	\$50.00
Sewer Inspection Fee (New Service)	\$80.00	\$80.00
Sewer Connection Fee (New Service or after decommissioning) area specific: Everett	\$15,976.11	\$16,359.51
Sewer Connection Fee (New Service or after decommissioning) area specific: Colgan	\$23,142.08	\$23,697.48

**TOWNSHIP OF ADJALA-TOSORONTIO  
RESERVES AND RESERVES FUNDS  
For year-ended Dec 31,2023**

Account number	D Interest - RF 02-000-002-0006	D Interest - RF 02-000-002-0165	O Interest - RF 02-000-002-0217	O Interest - RF 002-000-002-0315 to 0350	O Interest - RF 02-000-002-0810	O Interest - RF 02-000-002-0530	O Interest - RF 02-000-002-0560	O Interest - RF 02-000-002-0580	Bank 02-000-002-0005
Name of Reserve/Reserve Fund	<u>(MNR) Gravel Pit Rehabilitation</u>	<u>Water Systems</u>	<u>Crt Security Prisoner Transportation</u>	<u>Development Charges</u>	<u>Parkland (cash in lieu)</u>	<u>Gas Tax</u>	<u>OCIF Formula Funding</u>	<u>Trillium Grant Funding</u>	<b>Total Reserve Funds</b>
<b>Ending balance as at December 31, 2022</b>	31,513.46	(569,578.40)	-	5,086,578.76	123,428.79	971,271.77	424,355.12	219,864.90	<b>\$ 6,287,434.40</b>
<b><u>Revenue/Additions</u></b>									
Contribution from Operating									\$ -
Contribution from Capital									\$ -
Development Levies									\$ -
Investment Income									\$ -
Grants									\$ -
Grant - Ministry of Municipal Affairs & Housing									\$ -
Transfer from other Reserve/Reserve fund									\$ -
Other-Sale of Assets/Cost rcvry									\$ -
<b>TOTAL REVENUE</b>	-	-	-	-	-	-	-	-	<b>\$ -</b>
<b><u>Expenditure/Repayments</u></b>									
Transfer to Operating									\$ -
Transfer to Capital									\$ -
Debt interest charge									\$ -
Transfer to other reserve									\$ -
Debt repayment									\$ -
<b>TOTAL EXPENDITURE</b>	-	-	-	-	-	-	-	-	<b>\$ -</b>
<b>2023 Ending Balance</b>	<b>31,513.46</b>	<b>(569,578.40)</b>	<b>-</b>	<b>5,086,578.76</b>	<b>123,428.79</b>	<b>971,271.77</b>	<b>424,355.12</b>	<b>219,864.90</b>	<b>6,287,434.40</b>

2023 Projected Balance after Funding Commitments	\$31,513.46	-\$744,578.40	\$0.00	\$4,608,920.72	\$192,459.21	\$4,779.16	-\$15,963.88	\$0.00	\$4,077,130.27
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TOWNSHIP OF ADJALA-TOSORONTIO  
RESERVES AND RESERVES FUNDS  
For year-ended Dec 31,2023

Account number	R Reserves	R Reserves	R Reserves	R Reserves	R Reserves	R Reserves	R Reserves	R Reserves	R Reserves
	01-040-017-0099	01-040-017-0120	01-040-017-0229	01-040-017-0230	01-040-017-0236	01-040-017-0350	01-040-017-0351	01-040-017-0352	01-040-017-0353
Name of Reserve/Reserve Fund	<u>Entrances</u>	<u>Capital Acquisition</u>	<u>Building Stabilization</u>	<u>Parks Improvement</u>	<u>Police</u>	<u>Working Funds</u>	<u>I.T. Hardware/Upgrades Surplus Tsf</u>	<u>Investment</u>	<u>Capital Asset Mgmt- Infrastructure Gap</u>
Ending balance as at December 31, 2022	3,600.00	663,385.42	306,041.02	394,315.79	510,191.22	52,863.30	30,356.99	66,005.66	232,661.98
Revenue/Additions									
Contribution from Operating						948,282.00	5,000.00		200,000.00
Contribution from Capital									
Development Levies									
Investment Income									
Grants									
Grant - Ministry of Municipal Affairs & Housing									
Transfer from other Reserve/Reserve fund									
Other-Sale of Assets/Cost rcvry									
TOTAL REVENUE	-	-	-	-	-	948,282.00	5,000.00	-	200,000.00
Expenditure/Repayments									
Transfer to Operating									
Transfer to Capital									
Debt interest charge									
Transfer to other reserve									
Debt repayment									
TOTAL EXPENDITURE	-	-	-	-	-	-	-	-	-
2023 Ending Balance	3,600.00	663,385.42	306,041.02	394,315.79	510,191.22	1,001,145.30	35,356.99	66,005.66	432,661.98
2023 Projected Balance after Funding Commitments	\$3,600.00	\$77,541.00	\$211,041.02	\$183,070.71	\$66,799.63	\$ 43,534.25	\$18,208.99	\$ 66,005.66	\$ 412,983.23

TOWNSHIP OF ADJALA-TOSORONTIO  
 RESERVES AND RESERVES FUNDS  
 For year-ended Dec 31,2023

	R Reserves	R Reserves	R Reserves	R Reserves	R Reserves	R Reserves	R Reserves	R Reserves	R Reserves
Account number	01-040-017-0410	01-040-017-0422	01-040-017-0423	01-040-017-0424	01-040-017-0425	01-040-017-0426	01-040-017-0427	01-040-017-0428	01-040-017-0430
Name of Reserve/Reserve Fund	<a href="#">Fire Department</a>	<a href="#">Equipment</a>	<a href="#">Winter Maintenance</a>	<a href="#">Ops Equipment Repairs</a>	<a href="#">Insurance</a>	<a href="#">Storm Water Management</a>	<a href="#">Records Mngmt</a>	<a href="#">Building Assessment Upgrade Reserve</a>	<a href="#">Capital Tax Levy</a>
Ending balance as at December 31, 2022	81,560.26	559,476.02	66,230.48	-	143,887.43	61,022.68	35,000.00	188,130.56	122,071.89
Revenue/Additions									
Contribution from Operating	300,000.00	267,920.03						100,000.00	
Contribution from Capital									
Development Levies									
Investment Income									
Grants									
Grant - Ministry of Municipal Affairs & Housing									
Transfer from other Reserve/Reserve fund									
Other-Sale of Assets/Cost rcvry									
TOTAL REVENUE	300,000.00	267,920.03	-	-	-	-	-	100,000.00	-
Expenditure/Repayments									
Transfer to Operating									
Transfer to Capital	-								
Debt interest charge									
Transfer to other reserve									
Debt repayment									
TOTAL EXPENDITURE	-	-	-	-	-	-	-	-	-
2023 Ending Balance	381,560.26	827,396.05	66,230.48	-	143,887.43	61,022.68	35,000.00	288,130.56	122,071.89
2023 Projected Balance after Funding Commitments	\$313,619.57	\$245,263.05	\$66,230.48	\$0.00	\$143,887.43	\$61,022.68	\$35,000.00	\$278,130.56	\$31,683.10

**TOWNSHIP OF ADJALA-TOSORONTIO  
RESERVES AND RESERVES FUNDS  
For year-ended Dec 31,2023**

	R Reserves	R Reserves	R Reserves	R Reserves	R Reserves	Reserves	R Reserves	R Reserves	
Account number	01-040-017-0440	01-040-017-0450	01-040-017-0460	01-040-017-0470	01-040-017-0480	01-040-017-0490	01-040-017-0620	01-040-017-0820	
Name of Reserve/Reserve Fund	<u>Planning Reserves</u>	<u>Cemeteries Non- Psab Surplus Tsf</u>	<u>Election</u>	<u>Emergency Events</u>	<u>Aggregate</u>	<u>Hospital Contribution</u>	<u>Water</u>	<u>Accessibility</u>	Total Reserves
<b>Ending balance as at December 31, 2022</b>	-	18,000.00	21,861.14	-	121,284.01	-	5,842.33	21,500.00	<b>\$3,705,288.18</b>
<b>Revenue/Additions</b>									\$0.00
Contribution from Operating			17,000.00						\$1,838,202.03
Contribution from Capital									\$0.00
Development Levies									\$0.00
Investment Income									\$0.00
Grants									\$0.00
Grant - Ministry of Municipal Affairs & Housing									\$0.00
Transfer from other Reserve/Reserve fund									\$0.00
Other-Sale of Assets/Cost rcvry									\$0.00
<b>TOTAL REVENUE</b>	-	-	17,000.00	-	-	-	-	-	<b>\$1,838,202.03</b>
<b>Expenditure/Repayments</b>									
Transfer to Operating									\$0.00
Transfer to Capital									\$0.00
Debt interest charge									\$0.00
Transfer to other reserve									\$0.00
Debt repayment									\$0.00
<b>TOTAL EXPENDITURE</b>	0.00	0.00	-	-	0.00	0.00	\$ -	\$ -	<b>\$0.00</b>
<b>2023 Ending Balance</b>	-	18,000.00	38,861.14	-	121,284.01	-	5,842.33	21,500.00	<b>\$5,543,490.21</b>

2023 Projected Balance after Funding Commitments	\$0.00	\$18,000.00	\$38,861.14	\$0.00	\$121,284.01	\$0.00	\$5,842.33	\$21,500.00	\$2,463,108.84
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