



2024 Budget

Draft Capital
and Operating Budget

Version 1 - January 8, 2024

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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	20,200
Clerks	Clerks	Firewall and Network Modernization	C-2024-02	48,100					48,100		Investment Reserve - 0352	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	\$224k previously approved in 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 (Tosorontio) Resurfacing	I-2024-04	300,000	200,000				100,000		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	30,000					30,000		Building Assessment Reserve - 0428	30,000
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				1,442,700	200,000	340,000	44,300	-	633,750	224,650		1,442,700
Infrastructure and Development	Water/Wastewater	Capital Investment Plan	I-2024-11	10,000		10,000					OCIF	10,000
Infrastructure and Development	Water/Wastewater	Colgan Drinking Water System Maintenance	I-2024-12	12,500		12,500					OCIF	12,500
Infrastructure and Development	Water/Wastewater	Everett Drinking Water System Maintenance	I-2024-13	70,500		70,500					OCIF	70,500
Infrastructure and Development	Water/Wastewater	Hockley Drinking Water System Maintenance	I-2024-14	13,500		13,500					OCIF	13,500
Infrastructure and Development	Water/Wastewater	Lisle Drinking Water System Maintenance	I-2024-15	13,100		13,100					OCIF	13,100
Infrastructure and Development	Water/Wastewater	Rosemont Drinking Water System Maintenance	I-2024-16	11,000		11,000					OCIF	11,000
Infrastructure and Development	Water/Wastewater	Loretto/Weca Drinking Water System Maintenance	I-2024-17	87,200		87,200					OCIF	87,200
Infrastructure and Development	Water/Wastewater	General Drinking Water/Wastewater System Maintenance	I-2024-18	86,000		86,000					OCIF	86,000
Infrastructure and Development	Water/Wastewater	Everett Wastewater System Maintenance	I-2024-19	44,500		44,500					OCIF	44,500
Infrastructure and Development	Water/Wastewater	Water Meter Replacement	I-2024-20	40,000		40,000					OCIF	40,000
Total Water/Wastewater				388,300	-	388,300	-	-	-	-	-	388,300
Total INF & DEV.				1,831,000	200,000	728,300	44,300	-	633,750	224,650	-	1,831,000

2024 Capital Budget Summary

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	30,000					30,000		Fire Reserve - 0410	30,000
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	Command Vehicle Replacement (Car 1 - Fire Chief)	F-2024-04	95,000					95,000		Fire Reserve - 0410	95,000
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				1,436,000	-	-	-	-	1,436,000	-	-	1,436,000
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				3,415,300	200,000	728,300	124,300	-	2,138,050	224,650	-	3,415,300

Prior Year's Capital for Potential Carryover

		2023 ACTUAL	2023 BUDGET	VARIANCE
	CAPITAL			
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
	TOTAL CAPITAL EXPENSE	646,715.55	6,456,931.00	5,585,565.45

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

Project Number:	C-2024-01
Project Title:	Electronic Records Management Software - Laserfiche
Department:	Clerks
Division:	Clerks
Ward:	
Contact:	Robin Reid
Pre-budget Approval:	No
Cost:	\$ 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.

	Amount	Reserve/Reserve Fund/Other
Capital Funding		
Tax Levy		
Reserve/Reserve Fund	\$20,200	Records Reverse
Debt		
Grants		
Development Charges		
Other		
Total	\$20,200	

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

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

	Amount	Reserve/Reserve Fund/Other
Capital Funding		
Tax Levy		
Reserve/Reserve Fund	\$48,110	Investment Reserve - 0352
Debt		
Grants		
Development Charges		
Other		
Total	\$48,110	

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

Project Number:	01-800-510-0322
Project Title:	Structure 28 Rehabilitation (Construction)
Department:	Infrastructure and Development
Division:	Public Works
Ward:	
Contact:	James Johnstone
Pre-budget Approval:	Yes -2022
Cost:	\$ 734,000.00

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

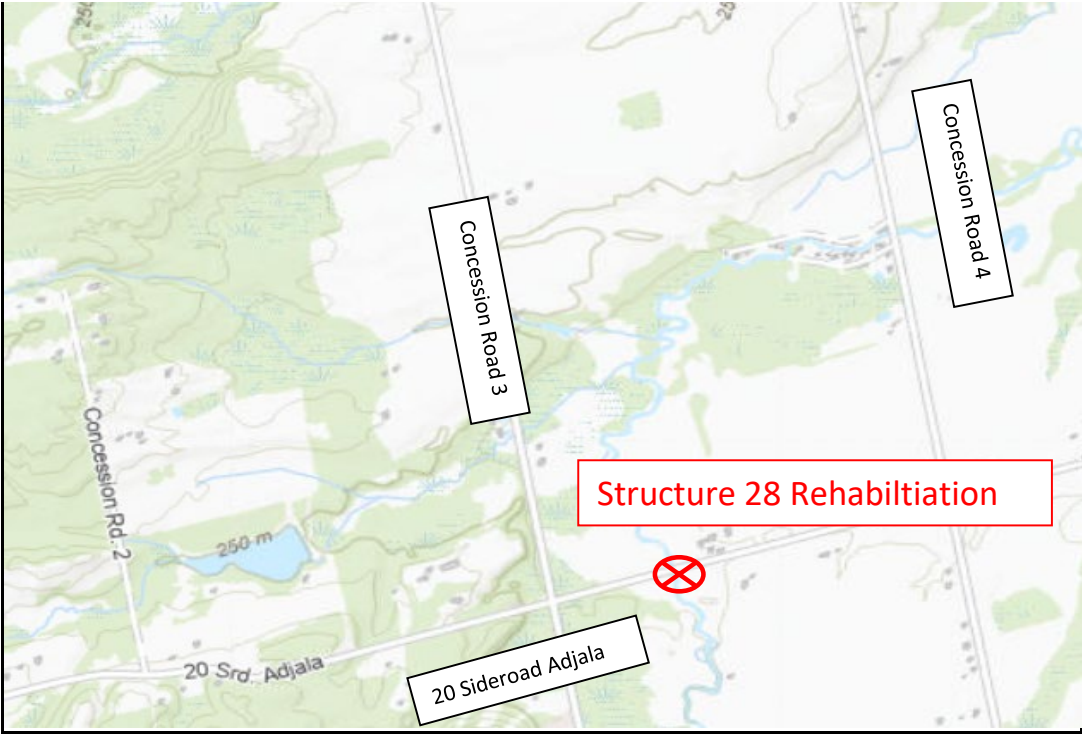
Engineering was completed in 2022 but construction was not awarded due to lowest bid (\$329,000) being higher than budget projections (\$208,000). The Township's Bridge Inspections Report (BIR) was completed in September 2023 and it now estimates that construction costs are \$702,958.08. With \$224,648 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.

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

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



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

Project Number:	I-2024-01
Project Title:	Culvert Trailer Replacement
Department:	Infrastructure & Development
Division:	Public Works
Ward:	
Contact:	Jon Hardy
Pre-budget Approval:	No
Cost:	\$ 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 15 years old now and has structural concerns, The Public works dept 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.

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

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

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

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

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

Project Number:	I-2024-04
Project Title:	Concession 7 (Tosorontio) Resurfacing
Department:	Infrastructure and Development
Division:	Public Works
Ward:	All
Contact:	James Johnstone
Pre-budget Approval:	No
Cost:	\$ 300,000.00

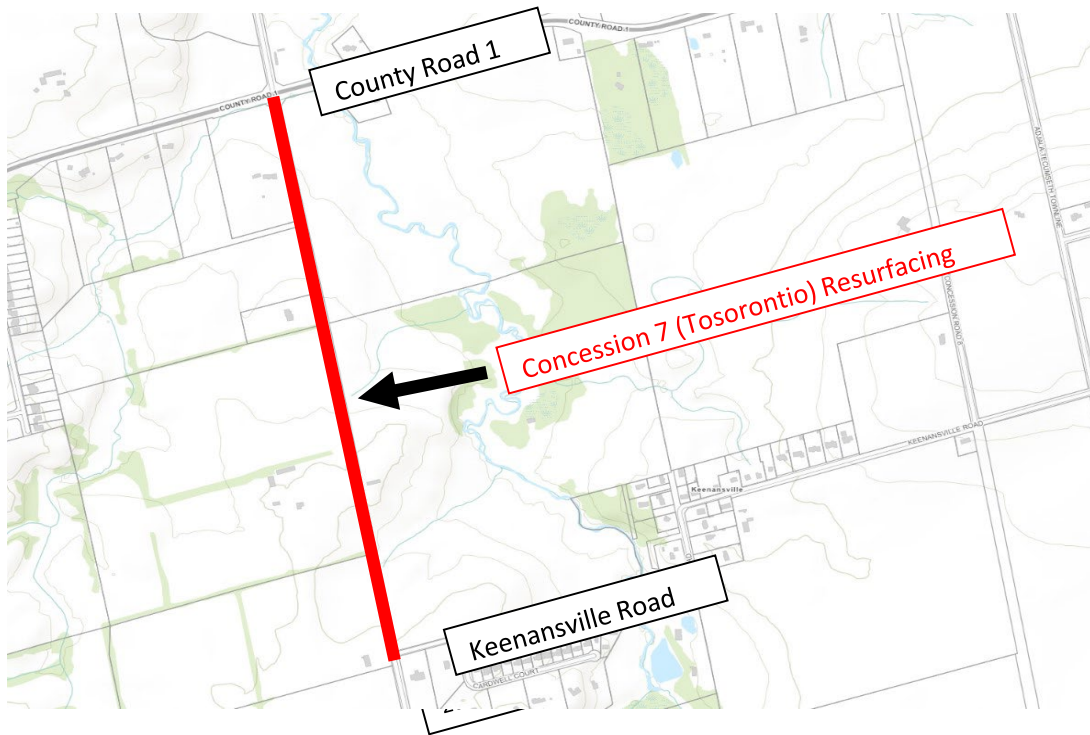
Project Description and Location
Concession 7 (Adjala) will be pulverized and resurfaced with 50mm of Hot Mix Asphalt (HL3) from County Road 1 to Structure 57 (approximately 1.57 kilometers North).

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

Impact of Not Proceeding
The Township's Roads Asset Management Plan (RAMP) rates this road along with Concession 3 (Tosorontio) as the worst road segments in the Township. If road is not resurfaced, then it will continue to deteriorate and could be come an insurance liability.

	Amount	Reserve/Reserve Fund/Other
Capital Funding		
Tax Levy	\$200,000	Tax Levy
Reserve/Reserve Fund	\$100,000	Capital Asset Mgmt Reserve -0353
Debt		
Grants		
Development Charges		
Other		
Total	\$300,000	

SUPPLEMENT TO JUSTIFICATION SHEET #I-2024-04



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

Project Number:	I-2024-05
Project Title:	Road Needs Study
Department:	Infrastructure and Development
Division:	Public Works
Ward:	
Contact:	James Johnstone
Pre-budget Approval:	No
Cost:	\$ 35,000.00

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.

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

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

Project Number:	I-2024-06
Project Title:	Structure 40 Replacement (Engineering)
Department:	Infrastructure and Development
Division:	Public Works
Ward:	
Contact:	James Johnstone
Pre-budget Approval:	No
Cost:	\$ 218,700.00

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

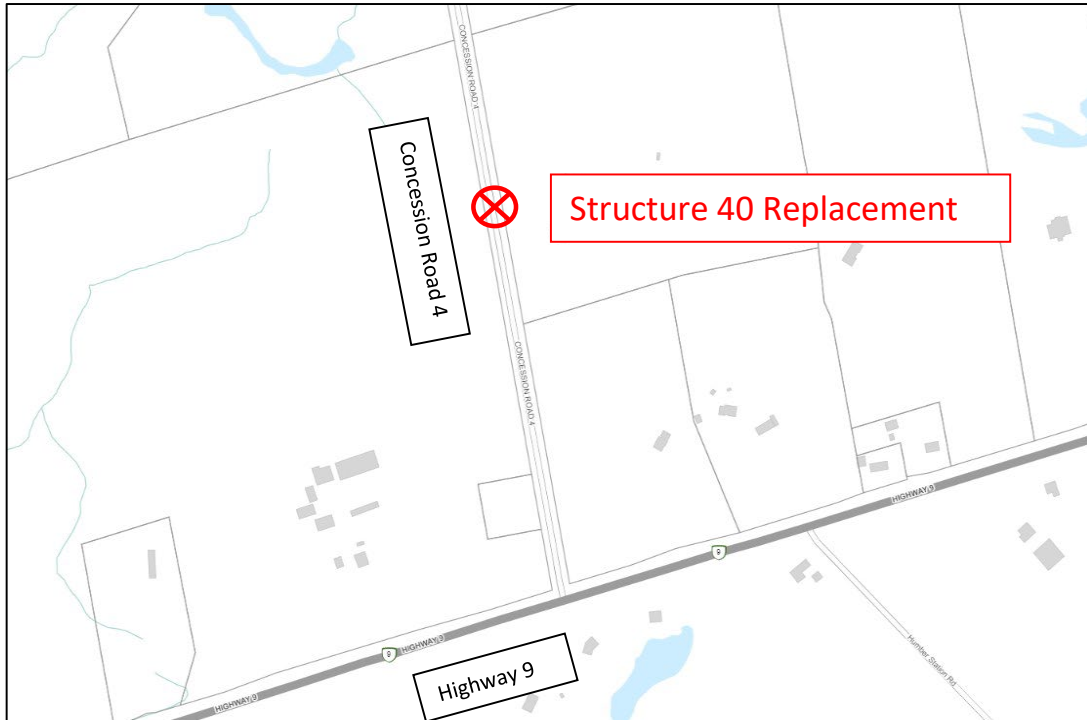
The Township's bi-annual Bridge Inspections Report (BIR) was completed in September 2023. In the BIR, it recommends that Structure 40 be replaced within one year. The replacement recommendation arises due to the fact that the structure has a Bridge Condition Index (BCI) rating of 25.57 out of 100.00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

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

SUPPLEMENT TO JUSTIFICATION SHEET #I-2024-06



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

Project Number:	I-2024-08
Project Title:	Designated Substances Surveys
Department:	Infrastructure and Development
Division:	Public Works
Ward:	
Contact:	James Johnstone
Pre-budget Approval:	No
Cost:	\$ 30,000.00

Project Description and Location

The Township will soon complete building condition assessments (BCAs) in December 2023. The consultant that is completing the BCAs has indicated designated substance surveys (DSS) will be recommended as part the BCAs. In order to address this deficiency, staff are recommending that a project be created which assumes designated substance surveys will be required at 15 of the Township's facilities across the Township.

Project Justification

The Township will soon complete building condition assessments (BCAs) in December 2023. In the BCAs, it will recommend that designated substance surveys (DSS) be completed at specific facilities in order to evaluate whether designated substances such as asbestos are present within the facilities.

Impact of Not Proceeding

The Township completed building condition assessments (BCAs) in December 2023. In the BCAs, it was recommended that designated substance surveys (DSS) be completed at specific facilities. If designated substances surveys are not completed, then the Township would be non-compliant under the designated substances regulation of the Occupational Health and Safety Act.

	Amount	Reserve/Reserve Fund/Other
Capital Funding		
Tax Levy		
Reserve/Reserve Fund	\$30,000	Building Assessment Reserve - 0428
Debt		
Grants		
Development Charges		
Other		
Total	\$30,000	

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

Project Number:	I-2024-10
Project Title:	CLI-ECA Stormwater and Sewage Deliverables
Department:	Infrastructure and Development
Division:	Public Works
Ward:	
Contact:	James Johnstone
Pre-budget Approval:	No
Cost:	\$ 50,000.00

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.

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

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

Project Number:	I-2024-11
Project Title:	Capital Investment Plan
Department:	Infrastructure and Development
Division:	Water/Wastewater
Ward:	All
Contact:	James Johnstone
Pre-budget Approval:	No
Cost:	\$ 10,000.00

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.

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

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

Project Number:	I-2024-12
Project Title:	Colgan Drinking Water System Maintenance
Department:	Infrastructure and Development
Division:	Water/Wastewater
Ward:	1/2
Contact:	James Johnstone
Pre-budget Approval:	No
Cost:	\$ 12,500.00

Project Description and Location
Operational Maintenance Includes: (1) Chemical Pump Rebuild Kits \$3,500; (2) Generator Service \$2,000; (3) UV Inspection/Service \$3,000; (4) Chlorine Analyzer Probes/Caps \$2,000; and (5) Valve Box Extensions and Distribution Parts \$2,000.

Project Justification
Operational maintenance recommended by our contracted operating authority (Ontario Clean Water Agency).

Impact of Not Proceeding
Most operational maintenance items need to be completed on an annual basis or have been requested by MECP. If most operational maintenance items are not included in capital budget, then they will most likely need to be included as part of an unplanned/emergency expenditure later in the year.

	Amount	Reserve/Reserve Fund/Other
Capital Funding		
Tax Levy		
Reserve/Reserve Fund		
Debt		
Grants	\$12,500	OCIF
Development Charges		
Other		
Total	\$12,500	

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

Project Number:	I-2024-13
Project Title:	Everett Drinking Water System Maintenance
Department:	Infrastructure and Development
Division:	Water/Wastewater
Ward:	4
Contact:	James Johnstone
Pre-budget Approval:	No
Cost:	\$ 70,500.00

Project Description and Location

Operational Maintenance Includes: (1) Chemical Pump Rebuild Kits \$2,000; (2) Sodium Silicate System \$45,000; (3) Hydrant Painting \$1,000; (4) Distribution Valve Box Extensions/Curb Box Repairs \$15,000; (5) Swabbing \$5,500; and (6) Membrane Caps for Chlorine Analyzers \$2,000.

Project Justification

Operational maintenance recommended by our contracted operating authority (Ontario Clean Water Agency).

Impact of Not Proceeding

Most operational maintenance items need to be completed on an annual basis or have been requested by MECP. If most operational maintenance items are not included in capital budget, then they will most likely need to be included as part of an unplanned/emergency expenditure later in the year.

	Amount	Reserve/Reserve Fund/Other
Capital Funding		
Tax Levy		
Reserve/Reserve Fund		
Debt		
Grants	\$70,500	OCIF
Development Charges		
Other		
Total	\$70,500	

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

Project Number:	I-2024-14
Project Title:	Hockley Drinking Water System Maintenance
Department:	Infrastructure and Development
Division:	Water/Wastewater
Ward:	2
Contact:	James Johnstone
Pre-budget Approval:	No
Cost:	\$ 13,500.00

Project Description and Location
Operational Maintenance Includes: (1) Generator Service \$2,000; (2) Chemical Pump Rebuild Kits \$3,000; (3) Distribution Valve Box Extensions/Curb Box Repairs \$2,000; (4) Membrane Caps for Chlorine Analyzers \$2,000; (5) Pressure Tank Replacement \$1,500; and (6) Redlion System Upgrades \$3,000.

Project Justification
Operational maintenance recommended by our contracted operating authority (Ontario Clean Water Agency).

Impact of Not Proceeding
Most operational maintenance items need to be completed on an annual basis or have been requested by MECP. If most operational maintenance items are not included in capital budget, then they will most likely need to be included as part of an unplanned/emergency expenditure later in the year.

	Amount	Reserve/Reserve Fund/Other
Capital Funding		
Tax Levy		
Reserve/Reserve Fund		
Debt		
Grants	\$13,500	OCIF
Development Charges		
Other		
Total	\$13,500	

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

Project Number:	I-2024-15
Project Title:	Lisle Drinking Water System Maintenance
Department:	Infrastructure and Development
Division:	Water/Wastewater
Ward:	5
Contact:	James Johnstone
Pre-budget Approval:	No
Cost:	\$ 13,100.00

Project Description and Location
Operational Maintenance Includes: (1) Distribution Valve Box Extensions/Curb Box Repairs \$2,000; (2) Membrane Caps for Chlorine Analyzers \$1,500; (3) Hydrant Painting \$600; (4) Generator Service \$2,000; (5) Chemical Pump Rebuild Kits \$1,500; and (6) Swabbing \$5,500.

Project Justification
Operational maintenance recommended by our contracted operating authority (Ontario Clean Water Agency).

Impact of Not Proceeding
Most operational maintenance items need to be completed on an annual basis or have been requested by MECP. If most operational maintenance items are not included in capital budget, then they will most likely need to be included as part of an unplanned/emergency expenditure later in the year.

	Amount	Reserve/Reserve Fund/Other
Capital Funding		
Tax Levy		
Reserve/Reserve Fund		
Debt		
Grants	\$13,100	OCIF
Development Charges		
Other		
Total	\$13,100	

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

Project Number:	I-2024-16
Project Title:	Rosemont Drinking Water System Maintenance
Department:	Infrastructure and Development
Division:	Water/Wastewater
Ward:	3
Contact:	James Johnstone
Pre-budget Approval:	No
Cost:	\$ 11,000.00

Project Description and Location

Operational Maintenance Includes: (1) Generator Service \$2,000; (2) New Probes and Caps for Chlorine Analyzers \$3,500; (3) Valve Box Extensions and Distribution Parts \$1,500; (4) Redlion System Upgrades \$2,500; (5) Chemical Pump Rebuild Kits \$1,500.

Project Justification

Operational maintenance recommended by our contracted operating authority (Ontario Clean Water Agency).

Impact of Not Proceeding

Most operational maintenance items need to be completed on an annual basis or have been requested by MECP. If most operational maintenance items are not included in capital budget, then they will most likely need to be included as part of an unplanned/emergency expenditure later in the year.

	Amount	Reserve/Reserve Fund/Other
Capital Funding		
Tax Levy		
Reserve/Reserve Fund		
Debt		
Grants	\$11,000	OCIF
Development Charges		
Other		
Total	\$11,000	

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

Project Number:	I-2024-17
Project Title:	Loretto/Weca Drinking Water System Maintenance
Department:	Infrastructure and Development
Division:	Water/Wastewater
Ward:	2
Contact:	James Johnstone
Pre-budget Approval:	No
Cost:	\$ 87,200.00

Project Description and Location

Operational Maintenance Includes: (1) Chemical Pump Rebuild Kits \$2,900; (2) Swabbing \$5,000; (3) Generator Service \$3,500; (4) Distribution Valve Box Extensions/Curb Box Repairs \$22,000; (5) Membrane Caps for Chlorine Analyzers \$2,800; (6) Redlion System Update \$1,000; (7) Swabbing \$6,000; (8) Sodium Silicate Installation \$30,000; (9) Milltronics Level Sensor Installation \$12,000; and (10) Pressure Tanks \$2,000.

Project Justification

Operational maintenance recommended by our contracted operating authority (Ontario Clean Water Agency).

Impact of Not Proceeding

Most operational maintenance items need to be completed on an annual basis or have been requested by MECP. If most operational maintenance items are not included in capital budget, then they will most likely need to be included as part of an unplanned/emergency expenditure later in the year.

	Amount	Reserve/Reserve Fund/Other
Capital Funding		
Tax Levy		
Reserve/Reserve Fund		
Debt		
Grants	\$87,200	OCIF
Development Charges		
Other		
Total	\$87,200	

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

Project Number:	I-2024-18
Project Title:	General Drinking Water/Wastewater System Maintenance
Department:	Infrastructure and Development
Division:	Water/Wastewater
Ward:	All
Contact:	James Johnstone
Pre-budget Approval:	No
Cost:	\$ 86,000.00

Project Description and Location
Operational Maintenance Includes: (1) Unplanned/Emergency Drinking Water Repairs Contingency \$30,000; (2) Fire Hydrant Maintenance \$20,000; (3) Unplanned/Emergency Wastewater Repairs \$30,000. (4) Dehumidifiers for All Sites \$6,000.

Project Justification
Operational maintenance recommended by our contracted operating authority (Ontario Clean Water Agency).

Impact of Not Proceeding
Most operational maintenance items need to be completed on an annual basis or have been requested by MECP. If most operational maintenance items are not included in capital budget, then they will most likely need to be included as part of an unplanned/emergency expenditure later in the year.

	Amount	Reserve/Reserve Fund/Other
Capital Funding		
Tax Levy		
Reserve/Reserve Fund		
Debt		
Grants	\$86,000	OCIF
Development Charges		
Other		
Total	\$86,000	

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

Project Number:	I-2024-19
Project Title:	Everett Wastewater System Maintenance
Department:	Infrastructure and Development
Division:	Water/Wastewater
Ward:	4
Contact:	James Johnstone
Pre-budget Approval:	No
Cost:	\$ 44,500.00

Project Description and Location
Operational Maintenance Includes: (1) Pump Station Cleaning \$15,000; (2) Chemical Additives \$3,000; (3) Replace Filter Media \$3,000; (4) Generator Service/Upgrades \$2,500; (5) Extra Sludge Haulage \$20,000; (6) Extra Water Sampling \$1,000.

Project Justification
Operational maintenance recommended by our contracted operating authority (Ontario Clean Water Agency).

Impact of Not Proceeding
Most operational maintenance items need to be completed on an annual basis or have been requested by MECP. If most operational maintenance items are not included in capital budget, then they will most likely need to be included as part of an unplanned/emergency expenditure later in the year.

	Amount	Reserve/Reserve Fund/Other
Capital Funding		
Tax Levy		
Reserve/Reserve Fund		
Debt		
Grants	\$44,500	OCIF
Development Charges		
Other		
Total	\$44,500	

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

Project Number:	I-2024-20
Project Title:	Water Meter Replacement
Department:	Infrastructure and Development
Division:	Water/Wastewater
Ward:	All
Contact:	James Johnstone
Pre-budget Approval:	No
Cost:	\$ 40,000

Project Description and Location
For water meter replacement and water meter reading devices (MXU) throughout the Township.

Project Justification
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.

Impact of Not Proceeding
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.

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

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

Project Number:	F-2024-01
Project Title:	Standardized Extrication Equipment
Department:	Fire
Division:	Fire
Ward:	
Contact:	Fire Chief
Pre-budget Approval:	No
Cost:	\$ 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.

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

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

Project Number:	F-2024-02
Project Title:	Low Flow Fire Nozzle Replacement
Department:	Fire
Division:	
Ward:	
Contact:	Fire Chief
Pre-budget Approval:	No
Cost:	\$ 30,000

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.

	Amount	Reserve/Reserve Fund/Other
Capital Funding		
Tax Levy		
Reserve/Reserve Fund	\$30,000	Fire Reserve - 0410
Debt		
Grants		
Development Charges		
Other		
Total	\$30,000	

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

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

	Amount	Reserve/Reserve Fund/Other
Capital Funding		
Tax Levy		
Reserve/Reserve Fund	\$140,000	Fire Reserve - 0410
Debt		
Grants		
Development Charges		
Other		
Total	\$140,000	

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

Project Number:	F-2024-04
Project Title:	Command Vehicle Replacement (Car 1 - Fire Chief)
Department:	Fire
Division:	Fire
Ward:	
Contact:	Fire Chief
Pre-budget Approval:	No
Cost:	\$ 95,000

Project Description and Location

To purchase a vehicle for the Fire Chief capable of carrying PPE, medical and light rescue equipment and capable of acting as an incident command post during simple emergency incidents and the initial phases of more complex emergency incident to meet the requirements of the Fire Protection and Preventions Act, 1997 and the Emergency Management and Civil Protection Act.

Project Justification

The existing Fire Chief vehicle is a heavy duty ¾ ton pick up truck. The vehicle has approx. 146,000 km and the approval of this project would reassign the current Fire Chief Vehicle to the Loretto Fire Station to be utilized to tow the trailer for the deployment of the all-terrain vehicle with a more appropriate towing capacity.

Impact of Not Proceeding

The impact of not proceeding with this project is the municipality will not have an appropriate emergency response vehicle for the Fire Chief and the current Fire Chief Vehicle will continue to increase unnecessary mileage and wear and tear impacting the service life to be reassigned.

	Amount	Reserve/Reserve Fund/Other
Capital Funding		
Tax Levy		
Reserve/Reserve Fund	\$95,000	Fire Reserve - 0410
Debt		
Grants		
Development Charges		
Other		
Total	\$95,000	

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

Project Number:	F-2024-05
Project Title:	Fire Equipment Replacement - Hose and Appliances
Department:	Fire
Division:	Fire
Ward:	
Contact:	Fire Chief
Pre-budget Approval:	No
Cost:	\$ 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.

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

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

Project Number:	F-2024-06
Project Title:	Radio Replacement and New Multipurpose Tablets
Department:	Fire
Division:	
Ward:	
Contact:	Fire Chief
Pre-budget Approval:	No
Cost:	\$ 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.

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

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

Project Number:	F-2024-07
Project Title:	Respiratory Protection Equipment Replacement
Department:	Fire
Division:	Fire
Ward:	
Contact:	Fire Chief
Pre-budget Approval:	No
Cost:	\$ 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).

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

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

Project Number:	F-2024-08
Project Title:	Pumper 22 Replacement (Pumper Tanker)
Department:	Fire
Division:	Fire
Ward:	
Contact:	Fire Chief
Pre-budget Approval:	No
Cost:	\$ 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.

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

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

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

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

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

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

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

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
		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

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	334,160	280,515	53,645
Administration	1,450,440	1,597,652	-147,212
Clerks	340,930	312,799	28,131
Information Technology	361,125	425,931	-64,806
Fire	2,084,270	1,392,307	691,963
Building	0	0	0
By-Law	161,310	158,591	2,719
Public Works	4,679,745	4,664,754	14,991
Water	0	0	0
Sewer	0	0	0
Planning & COA	583,580	546,398	37,182
Parks & Recreation	139,780	134,419	5,361
Total Net Operating Budget	9,240,382	8,551,900	688,482

2024 Operating Budget

Department	2024 Revenues	2024 Expenses	2024 Net Levy
OPP	- 1,663,490	1,663,490	-
Municipal Taxation	- 862,000	55,000	- 807,000
Corporate	- 1,701,813	1,613,855	- 87,958
Council	- 8,500	342,660	334,160
Administration	-	1,450,440	1,450,440
Clerks	- 10,710	351,640	340,930
Information Technology	- 220	361,345	361,125
Fire	- 102,000	2,186,270	2,084,270
Building	- 527,800	527,800	-
By-Law	- 45,000	206,310	161,310
Public Works	- 110,200	4,789,945	4,679,745
Water	- 1,435,521	1,435,521	-
Sewer	- 279,600	279,600	-
Planning & COA	- 105,000	688,580	583,580
Parks & Recreation	- 10,000	149,780	139,780
Total Operating Budget	- 6,861,854	16,102,236	9,240,382

Township of Adjala-Tosorontio 2024 Major Budget Drivers

Description	Comments	\$ Impact
Transfers to Reserves	Increased transfer to Capital and Operating Reserves	\$ 688,000
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	\$ 511,200
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	-\$ 100,000
Total		\$ 711,385

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	300,000	100,000
Building Assessment Reserve - 0428	100,000	100,000	0
Insurance Reserve (New)	0	75,000	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
Total	822,000	1,535,000	688,000

OPP
2024 Operating Budget

REVENUES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-400-0013	POLICING USER FEES	-1,642,633	-1,647,595	-1,650,000	-2,405
01-060-072-0069	GRANT: UNCONDITIONAL	-11,650	-3,490	-3,490	0
01-060-400-0071	PROVINCIAL OFFENCES ACT	0	-10,000	-10,000	0
01-060-400-9000	TRANSFER FROM RESERVES	0	0	0	0
	Total Revenues	-1,654,283	-1,661,085	-1,663,490	-2,405

EXPENSES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-200-400-0085	PPP: OPP	1,577,845	1,562,645	1,577,340	14,695
01-200-400-0087	PPP: OPP CERB	5,387	6,165	6,165	0
	TRANSFER TO RESERVES:				
01-200-400-9000	OPP	71,577	92,275	79,985	-12,290
	Total Expenses	1,654,810	1,661,085	1,663,490	2,405
	Net	527	0	0	0

**Municipal Taxation
2024 Operating Budget**

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
	MUN: TSF BASE COMMERCIAL				
01-060-061-0047	SCHOOL BD	-315,056	-310,000	-310,000	0
01-060-061-0404	MUN: SUPPLEMENTARY TAXATION	-69,313	-215,000	-325,000	-110,000
01-060-070-0416	INTEREST ON TAX ARREARS	-125,995	-125,000	-125,000	0
01-060-070-0417	PENALTIES ON CURRENT TAXES	-109,472	-95,000	-95,000	0
01-060-076-0499	TAX AND WATER CERTIFICATES	-6,080	-7,000	-7,000	0
	Total Revenues	-625,916	-752,000	-862,000	-110,000

EXPENSES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-100-310-5100	MUN: TAX WRITE-OFF'S	29,896	25,000	25,000	0
01-100-310-5105	MUN: CAPPING	37	0	0	0
01-100-310-5110	MUN: BASE WRITE-OFF	27,467	30,000	30,000	0
	Total Expenses	57,399	55,000	55,000	0
	Net	-568,516	-697,000	-807,000	-110,000

Fire
2024 Operating Budget

REVENUES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-075-0556	BURN PERMIT FEES	-25,875	-28,000	-28,000	0
01-060-076-0555	ADJ/TOS FIRE DEPT. CALLS	-47,199	-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	-3,115	-14,000	-14,000	0
Total Revenues		-76,189	-213,365	-102,000	111,365

EXPENSES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-200-435-4998	FIRE: VFF WAGES	332,121	338,850	495,000	156,150
01-200-435-4999	FIRE: VFF BENEFITS	17,966	38,800	43,600	4,800
01-200-435-5001	FIRE: SALARIES & WAGES	226,965	199,923	283,500	83,577
01-200-435-5002	FIRE: BENEFITS	61,985	51,530	68,750	17,220
01-200-410-5050	FD: CONTRACTS & FIRE CALLS	24,763	20,000	25,000	5,000
01-200-410-5051	FD: ROSEMONT FIRE BOARD LEVY	91,560	96,670	100,930	4,260
01-200-435-0006	FIRE: ONT INFRASTRUCTURE LOAN	0	40,459	52,590	12,131
01-200-435-5006	FIRE: MILEAGE	1,560	2,500	3,000	500
01-200-435-5007	FIRE: WORKSHOPS	3,069	4,000	4,500	500
01-200-435-5009	FIRE: TELEPHONE	6,821	6,600	9,000	2,400
01-200-435-5013	FIRE: MEMBERSHIP. ETC	484	1,000	1,000	0
01-200-435-5014	FIRE: INSURANCE & DEDUCT.	118,004	125,390	64,000	-61,390
01-200-435-5015	FIRE: OFFICE SUPPLIES	4,031	5,000	5,000	0
01-200-435-5016	FIRE: EQUIP MTC. REPAIR	4,738	9,000	10,000	1,000
01-200-435-5018	FIRE: MVC - SEARCH FEE	700	1,200	1,200	0
01-200-435-5020	FIRE: HEALTH & SAFETY	7,226	6,000	6,000	0
01-200-435-5022	FIRE: VEHICLE MTC, REPAIR	59,652	60,000	80,000	20,000
01-200-435-5023	FIRE: FUEL	12,134	12,000	14,000	2,000
01-200-435-5026	FIRE: CLOTHING	9,989	7,000	30,000	23,000
01-200-435-5027	FIRE: BUILDING UTILITIES	32,042	30,000	30,000	0
01-200-435-5028	FIRE: BUILDING MTC	19,191	15,000	25,000	10,000
01-200-435-5029	FIRE: COMMUNICATIONS	8,361	18,100	10,000	-8,100
01-200-435-5030	FIRE: EMERGENCY EVENTS	2,618	0	0	0
01-200-435-5031	FIRE: FIRE PREVENTION	478	5,500	6,000	500
01-200-435-5033	FIRE: PROTECTION EQUIPMENT	29,218	18,000	25,000	7,000
01-200-435-5035	FIRE: TRAINING	12,509	102,000	37,000	-65,000
01-200-435-5036	FIRE: ANNUAL TEST & REPAIR	26,626	27,000	33,000	6,000
01-200-435-5037	FIRE: PUBLIC EDUCATION	2,062	2,200	5,000	2,800
01-200-435-5039	FIRE: DISPATCH	32,418	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	3,720	6,000	10,000	4,000
01-200-435-5042	FIRE: STN 2 SUPPLIES	6,221	6,000	10,000	4,000
01-200-435-5054	FIRE: APPRECIATION	4,247	6,000	6,500	500
01-200-435-5061	FIRE: PRINTING & COPIER	487	1,500	1,500	0
01-200-435-6710	FIRE: REIMBURSABLE EXPENSE	0	4,200	4,200	0
01-200-435-9000	FIRE: TRANSFER TO RESERVES	0	300,000	650,000	350,000
Total Expenses		1,163,968	1,605,672	2,186,270	580,598
Net		1,087,779	1,392,307	2,084,270	691,963

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				

GL(s) - new in bold	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	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-076-0011	INTEREST EARNED	-176,932	-200,000	-210,000	-10,000
01-060-076-0068	ROYALTIES: AGGREGATE AGREEMENT	-20,598	-17,000	-18,000	-1,000
01-060-076-0085	OTHER REVENUE	-319,867	-2,300	-4,000	-1,700
01-060-071-0070	GRANT-IN-LIEU: COUNTY FOREST	-1,983	-1,968	-1,968	0
01-060-072-0054	GRANTS: MUNICIPAL PARTNERSHIP	-560,200	-564,500	-565,600	-1,100
01-060-072-0066	GRANT: CONDITIONAL	-346,033	-394,552	-438,545	-43,993
01-060-072-0068	GRANT: GRAVEL AGGREGATES	-76,007	-60,000	-67,000	-7,000
01-060-072-0075	GRANT: MUN./AGENCIES	0	-363,207	-363,200	7
01-060-076-0580	TELECOMMUNICATIONS	-31,694	-31,500	-31,500	0
01-060-076-0590	MISCELLANEOUS AGREEMENTS	-2,184	0	-2,000	-2,000
Total Revenues		-1,535,497	-1,635,027	-1,701,813	-66,786

EXPENSES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-100-100-4000	CORPORATE: CAPITAL TAX LEVY	21,000	200,000	200,000	0
01-XXX-XXX-9000	TRANSFERS TO RESERVES	0	0	75,000	75,000
01-100-100-4010	CAPITAL ASSET MANAGEMENT PLAN	0	200,000	300,000	100,000
01-100-310-5028	ADM: CAPITAL GRANT EXPENSE	0	380,731	424,725	43,994
01-200-440-5081	PROT: METRO CONSERVATION LEVY	933	1,078	1,080	2
01-200-440-5080	PROT: NVCA LEVY	113,462	117,595	133,850	16,255
01-600-820-5050	REFUN	31,319	30,950	31,000	50
01-100-310-9000	ADM: TRANSFER TO RESERVES	1,832	77,000	85,000	8,000
01-100-310-9010	ADM: TRANSFER TO RESERVE FUNDS	0	363,207	363,200	-7
Total Expenses		168,545	1,370,561	1,613,855	243,294
Net		-1,366,951	-264,466	-87,958	176,508

**Administration
2024 Operating Budget**

REVENUES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-310-0557	ADMIN EXTERNAL RECOVERY	-176,552	0	0	0

EXPENSES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-100-310-0002	ADM: CONTINGENCY	0	2,000	2,000	0
01-100-310-0008	ADM: NON-PSAB CAPITAL PURCHASES	412	8,500	8,500	0
01-100-310-4998	ADM: SALARIES & WAGES CONTINGENCY	49,690	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	452,264	604,617	649,400	44,783
01-100-310-5002	ADM: BENEFITS	130,603	183,120	195,770	12,650
01-100-310-5004	ADM: POST EMPLOYMENT BENEFITS	69,986	81,110	78,000	-3,110
01-100-310-5006	ADM: MILEAGE	1,743	2,000	2,200	200
01-100-310-5007	ADM: CONFERENCES & WORKSHOPS	11,166	10,000	12,000	2,000
01-100-310-5009	ADM: TELEPHONE/FAX/PAGES/MOBILES	5,271	7,000	6,500	-500
01-100-310-5010	ADM: POSTAGE & PROMOTION	16,403	18,000	22,500	4,500
01-100-310-5011	ADM: FINANCIAL CONSULTING SERVICES	0	2,500	2,500	0
01-100-310-5012	ADM: ADVERTISING & PROMOTION	4,649	5,000	5,000	0
01-100-310-5013	ADM: MEMBERSHIP & SUBSCRIPTIONS	5,861	10,000	10,000	0
01-100-310-5014	ADM: INSURANCE & DEDUCTIBLES	332,027	376,585	192,100	-184,485
01-100-310-5015	ADM: OFFICE SUPPLIES	10,408	13,000	13,000	0
01-100-310-5016	ADM: OFFICE EQUIP. MAINT. & CONTRACTS	6,979	7,000	7,000	0
01-100-310-5017	ADM: LEGAL FEES	71,399	58,000	56,000	-2,000
01-100-310-5018	ADM: AUDIT FEES	29,510	28,000	30,000	2,000
01-100-310-5021	ADM: MGMT. CONSULT/SPECIAL PROJECT	11,275	22,500	22,500	0
01-100-310-5025	ADM: PENNY ROUNDING	1	10	10	0
01-100-310-5056	ADM: ACTUARIAL STUDIES	3,562	3,500	3,500	0
01-100-310-5030	ADM: OTHER ADMINISTRATION EXPENSES	5,172	7,000	7,000	0
01-100-310-5031	ADM: BAD DEBTS	-24,032	0	0	0
01-100-310-5045	ADM: PUBLIC RELATIONS	300	4,500	4,000	-500
01-100-310-5061	ADM: PRINTING AND COPIER	3,166	3,250	3,000	-250
01-100-310-5063	ADM: EMERGENCY EVENTS	39,687	0	0	0
01-100-310-8051	ADM: STUDIES	4,373	32,500	10,000	-22,500
Total Expenses		1,241,876	1,597,652	1,450,440	-147,212
Net		1,065,324	1,597,652	1,450,440	-147,212

**Building
2024 Operating Budget**

REVENUE

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-405-0200	BUILDING & PLUMBING PERMITS	-1,521,788	-1,500,000	-500,000	1,000,000
01-060-405-0205	SEPTIC SYSTEM PERMITS	-19,953	-10,000	-13,000	-3,000
01-060-405-0300	SEPTIC RE-INSPECTIONS FEES	-12,300	0	0	0
01-060-405-9000	TRANSFER FROM RESERVES	0	0	-14,800	-14,800
	Total Revenues	-1,554,041	-1,510,000	-527,800	982,200

EXPENSES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-200-405-5001	BLDG/SEPTIC: SALARIES & WAGES	145,648	231,764	303,000	71,236
01-200-405-5002	BLDG/SEPTIC: BENEFITS	42,315	65,759	80,000	14,241
01-200-405-5006	BLDG/SEPTIC: MILEAGE	95	1,000	500	-500
01-200-405-5007	WORKSHOPS	4,665	7,500	10,000	2,500
01-200-405-5009	BLDG/SEPTIC: TELEPHONE/MOBILES	1,481	3,000	3,000	0
01-200-405-5013	SUBSCRIPTIONS	1,122	2,000	4,000	2,000
01-200-405-5014	BLDG/SEPTIC: INSURANCE & DEDUCTABLES	72,946	76,500	39,000	-37,500
01-200-405-5015	BLDG/SEPTIC: OFFICE SUPPLIES	4,381	3,500	6,000	2,500
01-200-405-5022	BLDG/SEPTIC: VEHICLE MAINTENANCE	569	1,000	2,000	1,000
01-200-405-5023	BLDG/SEPTIC: FUEL	2,000	5,000	6,000	1,000
01-200-405-5017	BLDG/SEPTIC: LEGAL	5,673	25,000	20,000	-5,000
01-200-405-5021	BLDG/SEPTIC:CONSULTING	21,385	30,000	20,000	-10,000
01-200-405-5047	CONTRACT	0	31,185	31,200	15
01-200-405-5026	BLDG/SEPTIC: CLOTHING	305	2,100	2,100	0
01-200-405-5059	PROTECTION	4,614	0	0	0
01-200-405-5061	BLDG/SEPTIC: PRINTING & COPIER	247	1,000	1,000	0
01-200-405-9000	BLDG/SEPTIC: TRANSFER TO RESERVES	1,246,598	1,023,692		-1,023,692
	Total Expenses	1,554,041	1,510,000	527,800	-982,200
Net		0	0	0	0

Clerks
2024 Operating Budget

REVENUES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-072-0050	GRANT: FEDERAL - CANADA DAY	-2,210	-2,210	-2,210	0
01-060-072-0067	GRANT: OTHER/WOLF	-592	-2,000	-2,000	0
01-060-330-0085	MARRIAGE LICENSES/CEREMONIES	-7,695	-8,000	-6,000	2,000
01-060-330-0540	CLERKS: INTERNAL RECOVERY ELECTION	-3,282	0	0	0
01-060-330-0557	FOI REVENUE	-616	-200	-500	-300
01-060-335-9000	CLERKS: ELECTION TRANSFER FROM RESERVES	-54,139	0	0	0
	Total Revenues	-68,533	-12,410	-10,710	1,700

EXPENSES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-100-330-5001	CLERKS: SALARIES & WAGES	157,317	180,155	198,840	18,685
01-100-330-5002	CLERKS: BENEFITS	43,020	54,154	58,300	4,146
01-100-330-5006	CLERKS: MILEAGE	231	1,300	1,300	0
01-100-330-5007	CLERKS: CONFERENCES & WORKSHOPS	4,240	5,000	6,000	1,000
01-100-330-5009	CLERKS: TELEPHONE/FAX/PAGES/MOBILES	975	1,100	1,300	200
01-100-330-5010	CLERKS: POSTAGE & PROMOTION	0	100	100	0
01-100-330-5012	CLERKS: ADVERTISING & PROMOTION	896	1,600	700	-900
01-100-330-5013	CLERKS: MEMBERSHIPS & SUBSCRIPTIONS	1,394	1,500	1,500	0
01-100-330-5015	CLERKS: OFFICE SUPPLIES	3,641	3,000	2,800	-200
01-100-330-5016	CLERKS: RECORDS MNGMT & FILE SYSTEM NEEDS	3,085	6,000	6,500	500
01-100-330-5017	CLERKS: LEGAL FEES	10,131	10,000	10,000	0
01-100-330-5019	CLERKS: MARRIAGE LICENSE EXPENSE	0	0	300	300
01-100-330-5025	CLERKS: FOI EXPENSE	2,157	500	500	0
01-100-330-5030	CLERKS: OTHER EXPENSES	1,143	3,000	3,500	500
01-100-330-5058	CLERKS: INTEGRITY COMMISSIONER	79,740	25,000	25,000	0
01-100-330-5061	CLERKS: PRINTING AND COPIER	1,662	1,500	1,600	100
01-100-330-5090	CLERKS: LIVESTOCK CLAIMS	503	3,000	3,000	0
01-100-330-5091	CLERKS: LIVESTOCK/FENCE VALUE FEES	154	800	800	0
01-100-330-9000	CLERKS: TRANSFER TO RESERVES	15,000	17,000	20,000	3,000
01-100-335-5003	CLERKS: ELECTION EXPENSES	54,139	1,000	100	-900
01-600-820-8020	CULTURE: CANADA DAY	7,726	9,500	9,500	0
	Total Expenses	387,155	325,209	351,640	26,431
	Net	318,622	312,799	340,930	28,131

**Council
2024 Operating Budget**

REVENUES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-200-9000	COUNCIL: TRANSFER FROM RESERVES	0	0	-8,500	-8,500
	Total Revenues	0	0	-8,500	-8,500

EXPENSES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-100-200-5001	COUNCIL: REMUNERATIONS	133,227	151,930	195,770	43,840
01-100-200-5002	COUNCIL: BENEFITS	34,326	53,385	56,850	3,465
01-100-200-5006	COUNCIL: MILEAGE	1,585	3,000	3,000	0
01-100-200-5007	COUNCIL: CONFERENCES/WORKSHOPS	7,801	16,800	16,800	0
01-100-200-5009	COUNCIL: TELEPHONE/MOBILES/EMAILS	4,319	2,500	2,500	0
01-100-200-5010	COUNCIL: POSTAGE & COURIER	0	400	250	-150
01-100-200-5014	COUNCIL: INSURANCE & DEDUCTABLES	1,173	1,250	600	-650
01-100-200-5017	COUNCIL: LEGAL	20,806	15,500	15,000	-500
01-100-200-5021	COUNCIL: CONSULTING	24,422	25,000	25,000	0
01-100-200-5030	COUNCIL: NEWSLETTER	0	0	7,640	7,640
01-100-200-5043	COUNCIL: EXPENSE	1,758	750	750	0
01-100-200-5045	COUNCIL: GRANTS/DONATIONS/TRIBUTES	1,212	10,000	18,500	8,500
01-100-200-9000	COUNCIL: RESERVE CONTRIBUTION	0	0	0	0
	Total Expenses	230,629	280,515	342,660	62,145
Net		230,629	280,515	334,160	53,645

**Information Technology
2024 Operating Budget**

REVENUES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-340-0557	IT: EXTERNAL RECOVERY	-220	-320	-220	100
	Total Revenues	-220	-320	-220	100

EXPENSES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-100-340-5001	I.T. SALARIES & WAGES	98,207	168,791	85,150	-83,641
01-100-340-5002	I.T. BENEFITS	29,466	52,685	30,245	-22,440
01-100-340-5015	I.T. SUPPLIES	3,198	6,000	5,000	-1,000
01-100-340-5016	I.T. COMPUTER/PRINTER UPGRADES	3,263	12,750	12,750	0
01-100-340-5047	I.T. MAINTENANCE CONTRACT	101,424	96,800	126,700	29,900
01-100-340-5050	I.T. CONTRACTED SERVICES	27,608	61,225	68,000	6,775
01-100-340-5071	I.T. COUNCIL TECHNOLOGY UPGRADE	4,523	3,000	3,500	500
01-100-340-5072	I.T. SECURITY & CYBERSECURITY	10,258	20,000	20,000	0
01-100-340-9000	I.T. TRANSFER TO RESERVES	11,900	5,000	10,000	5,000
	Total Expenses	289,847	426,251	361,345	-64,906
	Net	452,021	425,931	361,125	-64,806

**By-Law
2024 Operating Budget**

REVENUE

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-407-0205	DOG TAGS & KENNEL LICENCES	-15,344	-20,000	-20,000	0
01-060-407-0557	BY/LAW PROT: EXTERNAL RECOVERY	-900	0	0	0
01-060-407-0560	PARKING TICKETS	-19,470	-20,000	-25,000	-5,000
	Total Revenues	-35,714	-40,000	-45,000	-5,000

EXPENSES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-200-407-5001	BY-LAW/PROT: SALARIES & WAGES	92,582	100,709	108,820	8,111
01-200-407-5002	BY-LAW/PROT: BENEFITS	26,803	32,332	34,840	2,508
01-200-407-5006	BY-LAW/PROT: MILEAGE	59	500	500	0
01-200-407-5007	BY-LAW/PROT: CONFERENCES/WORKSHOPS	672	2,000	2,000	0
01-200-407-5009	BY-LAW/PROT: TELEPHONE/MOBILES	1,233	1,500	1,500	0
01-200-407-5013	BY-LAW/PROT: MEMBERSHIPS AND SUBSCRIPTIONS	362	750	750	0
	BY-LAW/PROT: CANINE INSURANCE &				
01-200-407-5014	DEDUCTABLE	12,947	11,100	5,700	-5,400
01-200-407-5015	BY-LAW/PROT: OFFICE SUPPLIES	1,056	2,500	2,500	0
01-200-407-5017	BY-LAW/PROT: LEGAL	9,830	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	533	1,000	1,000	0
01-200-407-5023	BY-LAW/PROT: FUEL	1,000	4,000	4,000	0
01-200-407-5026	BY-LAW/PROT: CLOTHING	35	700	700	0
01-200-407-5061	BY-LAW/PROT: PRINTING & COPIER	0	500	500	0
01-200-407-5085	BY-LAW/PROT: CANINE CONTROL SERVICES/VET	15,376	15,000	15,000	0
01-200-407-5086	BY-LAW/PROT: DOG TAG COLLECTION/SUPPLIES	1,768	1,000	1,000	0
	Total Expenses	173,990	198,591	206,310	7,719
	Net	138,275	158,591	161,310	2,719

**Public Works
2024 Operating Budget**

REVENUE

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-072-0051	GRANT: CANADA SUMMER JOBS	-4,200	-6,000	-6,000	0
01-060-072-0061	GRANTS: DRAINAGE	-67,524	-25,000	-25,000	0
01-060-073-0030	DRAINAGE - RESIDENTS SHARE	-57,197	-30,000	-30,000	0
01-060-073-0540	P.W. INTERNAL RECOVERY	-19,941	-7,000	-7,000	0
01-060-075-0099	ENTRANCE PERMITS	-4,500	-5,000	-5,000	0
01-060-075-0587	P.W. PERMITS	-12,200	-12,200	-12,200	0
01-060-510-0557	PW: EXTERNAL RECOVERY	-5,654	-25,000	-25,000	0
01-060-510-9000	PW: TRANSFER FROM RESERVES	-1,937	0	0	0
	Total Revenues	-173,153	-110,200	-110,200	0

EXPENSES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-100-320-5027	PL&B: MUN.OFFICE-UTILIT./SECURITY	20,845	35,000	30,000	-5,000
01-100-320-5028	PL&B: MUN.OFFICEMAIN./IMPROVEMENTS	29,185	54,500	45,000	-9,500
01-100-320-5045	PL&B GRASS CUTTING	18,027	15,000	25,000	10,000
01-100-320-9000	PL&B: TRANSFERS TO RESERVES	0	100,000	100,000	0
01-300-510-5001	PW: SALARIES/ WAGES	117,473	229,954	248,700	18,746
01-300-510-5002	PW: BENEFITS	291,973	391,477	418,220	26,743
01-300-510-0006	P.W. ONT. INFRASTRUCTURE LOAN	0	192,661	197,825	5,164
01-300-510-5006	PW: MILEAGE	0	2,200	2,000	-200
01-300-510-5007	PW: CONFERENCE/WORKSHOPS	9,460	14,500	14,500	0
01-300-510-5009	PW: TELEPHONE/MOBILES	7,250	5,500	6,000	500
01-300-510-5012	PW: ADVERTISING & PROMOTION	1,827	3,000	2,000	-1,000
01-300-510-5013	PW: MEMBERSHIP & SUBSCRIPTIONS	1,385	2,200	2,000	-200
01-300-510-5014	PW: INSURANCE & DEDUCTABLES	546,331	598,000	305,000	-293,000
01-300-510-5015	PW: OFFICE SUPPLIES	2,403	2,700	2,700	0
01-300-510-5017	PW: LEGAL FEES	1,586	17,000	10,000	-7,000
01-300-510-5020	PW: HEALTH AND SAFETY	2,548	2,500	3,000	500
01-300-510-5021	PW: CONSULTING	115,973	0	0	0
01-300-510-5025	PW: SHOP MATERIALS & SUPPLIES	15,635	15,000	16,000	1,000
01-300-510-5026	PW: CLOTHING	8,047	9,000	10,000	1,000
01-300-510-5027	PW: UTILITIES	30,484	30,000	30,000	0
01-300-510-5028	PW: BUILDING MAINTENANCE	28,916	30,000	30,000	0
01-300-510-5029	PW: RADIO COMMUNICATIONS	7,926	6,000	5,000	-1,000
01-300-510-5033	PW: MISC. TOOL, PARTS. ETC	1,494	2,700	2,700	0
01-300-510-5061	PW: PRINTING & COPIER	636	2,500	2,500	0
01-300-510-6710	PW:REIMUBURSABLE EXPENSE	509	0	0	0
01-300-510-9000	PW: TRANSFER TO RESERVES	0	225,000	325,000	100,000
01-300-530-5025	P.W. BRIDGE MAINTENANCE MATERIAL	1,433	15,000	15,000	0
01-300-540-5003	PW: SUMMER MAINT. WAGES	479,295	493,064	529,400	36,336
01-300-540-5015	PW: GRAVEL PIT MATERIALS/SUPPLIES/REHABILITA	757	2,500	1,500	-1,000
01-300-540-5030	PW: MAINT: EMERGENCY EVENTS	5,924	50,000	50,000	0
01-300-540-5060	PW: GARBAGE DISPOSAL	11,315	7,000	15,000	8,000
01-300-550-5004	PW: WINTER CONTROL: WAGES	458,552	566,498	606,200	39,702
01-300-550-5015	WINTER DAMAGE	864	2,000	2,000	0
01-300-550-5025	PW: WINTER CONTROL: MATERIALS	253,203	260,000	265,000	5,000
01-300-580-5022	PW: EQUIPMENT REPAIRS	261,970	260,000	260,000	0
01-300-580-5023	PW: FUEL	202,305	195,000	195,000	0
01-300-590-0008	ST. LIGHTS: NEW INSTALLATION	11,345	8,500	8,500	0
01-300-590-5027	ST. LIGHTS: HYDRO	22,870	25,000	25,000	0
01-300-590-5062	ST. LIGHTS REPAIRS	3,425	12,000	12,000	0
01-300-590-5064	ST. LIGHTS LOCATES	294	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	36,460	27,500	40,000	12,500
01-310-511-5047	ASPHALT REPAIR CONTRACT	120,332	110,000	150,000	40,000
01-310-512-5025	POT HOLE MATERIAL - COLD MIX	0		0	0
01-310-513-5047	ROAD LINE PAINTING	3,611	15,000	15,000	0
01-310-514-5047	SUMMER SWEEPING CONTRACT	25,450	20,000	27,500	7,500
01-310-515-5022	SHOULDERING WASHOUT REPAIR	12,350	13,000	12,000	-1,000
01-320-516-5047	DUST CONTROL CONTRACT	145,510	145,000	176,600	31,600
01-320-517-5049	GRADING EQUIPMENT RENTAL	2,272	5,500	4,000	-1,500

**Public Works
2024 Operating Budget**

EXPENSES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-320-518-5025	GRAVEL ROADS MATERIALS	233,176	233,000	262,600	29,600
01-330-519-5025	TREE REMOVAL MATERIAL	9,565	12,000	12,000	0
01-330-520-5025	GUIDERAIL MAINTENANCE MATERIAL	0	6,000	5,000	-1,000
01-330-522-5028	DITCHING: DRAINAGE WORK MUNICIPAL SHARE	0	0	0	0
01-330-522-5047	DITCHING SUPPLIES	107,207	100,000	60,000	-40,000
01-330-523-5025	ENTRANCE CULVERT MATERIAL	12,482	10,000	10,000	0
01-330-529-5025	SIGN MAINTENANCE MATERIAL	13,616	15,000	15,000	0
01-330-531-5047	TRAFFIC ENGINEERING CONTRACT	9,982	10,000	10,000	0
01-340-525-5034	BRIDGE INSPECTIONS CONTRACT	22,822	22,500	22,500	0
01-600-830-5001	CEMETERY: REMUNERATION	0	500	500	0
01-340-528-5025	CULVERT MAINTENANCE MATERIAL	35,612	32,000	35,000	3,000
01-600-830-5028	CEMETERY: MAINTENANCE & REPAIRS	6,899	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	111,328	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	41,861	50,000	45,000	-5,000
Total Expenses		3,923,999	4,774,954	4,789,945	14,991
Net		3,750,846	4,664,754	4,679,745	14,991

Water
2024 Operating Budget

REVENUE

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-074-0611	WATER METERS SOLD	-1,941	-2,000	-1,300	700
01-060-074-0612	PENALTIES	-13,061	-11,000	-13,000	-2,000
01-060-074-0614	WATER CONNECTIONS FEES	-18,100	-18,535	-18,100	435
01-060-074-0615	ADJ-TOS WATER SYSTEM USER FEE	-831,029	-831,000	-997,200	-166,200
01-060-074-0620	ONT.INFRASTRUCTURE LOAN - WATER	-511,897	-507,501	-375,921	131,580
01-060-074-0660	WATER: RECOVERABLE EXPENSE	-30,200	-30,000	-30,000	0
	Total Revenues	-1,406,229	-1,400,036	-1,435,521	-35,485

EXPENSES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-400-680-0006	WATER: ONT. INFRASTRUCTURE LOAN	114,666	385,391	385,391	0
	WATER: INTEREST PAID TO GENERAL				
01-400-680-0007	FUND	67,583	67,162	87,570	20,408
01-400-680-5000	WATER: SERVICES PROVIDED BY PW	10,000	10,000	10,000	0
01-400-680-5001	WATER: SALARIES & WAGES	40,417	55,845	60,400	4,555
01-400-680-5002	WATER: BENEFITS	6,439	18,204	19,500	1,296
01-400-680-5006	WATER: MILEAGE	0	500	500	0
01-400-680-5007	WATER: CONFERENCE/WORKSHOPS	229	2,000	2,000	0
01-400-680-5009	WATER: TELEPHONE/PAGERS/MOBILES	5,984	6,500	6,500	0
01-400-680-5010	WATER: POSTAGE & COURIER	4,900	6,000	6,000	0
01-400-680-5012	WATER: ADVERTISING & PROMOTION	709	1,000	1,000	0
01-400-680-5013	WATER: MEMBERSHIP & SUBSCRIPTIONS	0	200	300	100
01-400-680-5014	WATER: INSURANCE & DEDUCTABLES	24,407	26,917	13,700	-13,217
01-400-680-5015	WATER: OFFICE SUPPLIES	801	1,000	1,000	0
01-400-680-5021	WATER: CONSULTING	692	2,500	2,000	-500
01-400-680-5022	WATER: EQUIPMENT /REPAIRS	5,833	12,000	12,000	0
01-400-680-5023	WATER: FUEL	250	250	250	0
01-400-680-5025	WATER: MATERIALS AND SUPPLIES	21,137	70,000	65,000	-5,000
01-400-680-5027	WATER: HYDRO	73,812	76,000	76,000	0
01-400-680-5028	WATER: PROPERTY TAX	20,666	21,000	22,000	1,000
01-400-680-5029	WATER - LICENSING PROGRAM	4,888	7,000	7,000	0
01-400-680-5030	WATER: EMERGENCY REPAIRS	108,706	70,000	70,000	0
01-400-680-5031	WATER: BAD DEBTS	2,251	0	0	0
01-400-680-5045	WATER: GRASS CUTTING	16,450	19,000	31,700	12,700
01-400-680-5050	WATER CONTRCT-OCWA	503,257	533,987	553,210	19,223
01-400-680-5056	WATER: CONNECTION STUDY	0	2,580	0	-2,580
01-400-680-5058	WATER: PEER REVIEW	0	2,500	2,500	0
01-400-680-6710	WATER: REIMBURSABLE EXPENSE	0	0	0	0
01-400-680-9000	WATER: TRANSFER TO RESERVES	0	2,500	0	-2,500
01-400-680-9010	WATER: TRANSFER TO RESERVE FUNDS	0	0	0	0
01-400-680-9030	WATER: TRANSFER TO CAPITAL	0	0	0	0
	Total Expenses	1,034,078	1,400,036	1,435,521	35,485
	Net	-372,151	0	0	0

**Wastewater
2024 Operating Budget**

REVENUE

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-074-0610	ADJ-TOS SEWERS	-131,309	-131,000	-157,200	-26,200
01-060-074-0616	TRANSFER FROM RESERVES - SEWERS	-55,754	-185,071	-122,400	62,671
01-060-074-0690	WASTEWATER: RECOVERBLE EXPENSE	-30,200	0	0	0
	Total Revenues	-217,263	-316,071	-279,600	36,471

EXPENSES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
	SEWER: INTEREST PAID TO GENERAL				
01-400-690-0007	FUND	15,469	14,878	15,000	122
01-400-690-5000	SEWER: SERVICES PROVIDED BY PW	3,000	3,000	3,000	0
01-400-690-5001	SEWER: SALARIES & WAGES	5,962	17,343	18,760	1,417
01-400-690-5002	SEWER: BENEFITS	658	4,877	5,240	363
01-400-690-5007	SEWER: CONFERENCE/WORKSHOP	0	1,000	1,000	0
01-400-690-5014	SEWER - INSURANCE & DEDUCTABLES	20,993	22,960	11,700	-11,260
01-400-690-5021	SEWER: CONSULTING	0	10,000	10,000	0
01-400-690-5025	SEWER: MATERIALS	1,807	50,000	30,000	-20,000
01-400-690-5027	SEWERS - UTILITIES	13,298	25,000	20,000	-5,000
01-400-690-5058	SEWERS- PEER REVIEW	1,465	15,000	10,000	-5,000
01-400-690-5050	SEWERS-CONTRACT OCWA	140,125	149,513	154,900	5,387
01-400-690-5056	SEWERS: CONNECTION RATE STUDY	0	2,500	0	-2,500
	Total Expenses	202,776	316,071	279,600	-36,471
	Net	-14,487	0	0	0

**Planning and Committee of Adjustment
2024 Operating Budget**

REVENUE

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-076-0325	ADMINISTRATION FEES	-155,370	-30,000	-30,000	0
01-060-076-0800	SUBDIVISION PREPARATION FEES	-10,000	0	0	0
01-060-076-0830	PLAN: PRE-CONSULTATION FEES	-8,250	-5,000	-5,000	0
01-060-076-0832	PLAN: SITE PLAN FEES	-27,850	-15,000	-15,000	0
01-060-076-0850	OFFICIAL PLAN/ZONING BY-LAW APP FEES	-60,087	-25,000	-30,000	-5,000
01-060-076-0860	PLANNING: CONSENT APPLICAITONS	-2,000	0	0	0
01-060-076-0899	ZONING/ BY-LAW COMPLIANCE	-6,150	-5,000	-5,000	0
01-060-076-0930	COMMITTEE OF ADJUSTMENT APP. FEES	-23,000	-20,000	-20,000	0
01-060-900-9000	PLANNING: TRANSFER FROM RESERVES	-63,648	0	0	0
	Total Revenues	-356,355	-100,000	-105,000	-5,000

EXPENSES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-700-900-5001	PLANNING: SALARIES & WAGES	240,935	239,147	240,000	853
01-700-900-5002	PLANNING: BENEFITS	59,623	76,070	76,200	130
01-700-900-5006	PLANNING: MILEAGE	572	1,500	1,500	0
01-700-900-5007	PLANNING: CONFERENCES & WORKSHOPS	6,173	8,000	8,000	0
01-700-900-5009	PLANNING: TELEPHONE & MOBILES	1,012	1,500	1,500	0
01-700-900-5010	PLANNING: POSTAGE & COURIER	1,882	2,000	2,000	0
01-700-900-5012	PLANNING: ADVERTISING & PROMOTION	2,472	2,500	3,000	500
01-700-900-5013	PLANNING: MEMBERSHIP & SUBSCRIPTIONS	1,626	2,000	3,000	1,000
01-700-900-5017	PLANNING: LEGAL CONSULTING	33,063	40,000	40,000	0
01-700-900-5021	PLANNING: CONSULTING FEES	44,454	50,000	40,000	-10,000
01-700-900-5025	PLANNING: MATERIAL & SUPPLIES	2,162	2,500	2,500	0
01-700-900-5030	PLANNING: OTHER EXPENSES	1,263	1,000	1,000	0
01-700-900-5061	PLANNING: PRINTING & COPIER	973	1,000	1,000	0
01-700-900-6320	PLANNING: DEVELOPMENT LITIGATION/OLT	97,401	0	0	0
01-700-900-6710	PLANNING: REIMBURSABLE EXPENSE	1,476	0	0	0
01-700-900-8050	PLANNING: OFFICIAL PLAN/ZONING BY-LAW	15,425	0	0	0
01-700-900-8054	PLANNING: ECONOMIC DEVELOPMENT	0	10,000	10,000	0
01-700-900-8060	PLANNING: OLT CONSULTANT'S FEES	6,500	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	1,406	1,881	1,880	-1
01-700-930-5006	C OF A: MILEAGE & CAR ALLOWANCE	834	1,000	1,000	0
01-700-930-5007	C OF A: CONFERENCES & WORKSHOPS	1,940	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	152	300	500	200
	Total Expenses	522,100	646,398	688,580	42,682
	Net	165,745	546,398	583,580	37,682

**Parks Rec
2024 Operating Budget**

REVENUE

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-060-810-0565	FACILITY RENTAL FEES	-4,350	-10,000	-10,000	0
	Total Revenues	-4,350	-10,000	-10,000	0

EXPENSES

G/L	DESCRIPTION	2022 Actuals	2023 Budget	2024 Budget	Chg \$
01-600-810-5001	P & R: SALARIES & WAGES	13,243	16,007	17,320	1,313
01-600-810-5002	P & R: BENEFITS	3,429	5,282	5,660	378
01-600-810-5006	P & R: MILEAGE	0	300	300	0
01-600-810-5007	P & R: CONFERENCE/WORKSHOPS	625	2,000	2,000	0
01-600-810-5014	P & R: INSURANCE & DEDUCTABLE	48,867	53,830	27,500	-26,330
01-600-810-5027	P & R: UTILITIES	1,417	2,000	2,000	0
01-600-810-5028	P & R: MAINTENANCE & REPAIRS	18,558	15,000	20,000	5,000
01-600-810-5030	P & R: EMERGENCY EVENTS MAINTENANCE	0	5,000	5,000	0
01-600-810-5045	P & R: GRASS CUTTING	30,162	37,500	62,500	25,000
01-600-810-5050	P & R: RECREATION SERVICES	818	2,500	2,500	0
01-600-810-5200	P & R: COMMUNITY DEVELOPMENT COMMITTEE EVENTS	4,428	5,000	5,000	0
	Total Expenses	121,547	144,419	149,780	5,361
	Net	117,197	134,419	139,780	5,361

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

	2023 Fees	2024 Fees
ADMINISTRATION		
Certifying and Commissioning		
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
Photocopying		
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
General Administration Fees		
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
Marriage Services		
Marriage Licence	\$115.00	\$115.00
Marriage Ceremony	\$300.00*	\$300.00*
Staff Witness	\$25.00/ea.	\$25.00/ea.
Fence Viewers		
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
Property Standards Bylaw		
Property Standards Order Appeal Fee	\$250.00	\$250.00
Freedom of Information – As legislated by MFIPPA		
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
Lottery Licences		
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
Annual Licence Fees		
Refreshment vehicle and/or catering truck	\$250.00	\$250.00
Poundage Fees (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
FINANCE		
Maps		
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*
Tax Collection		
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
PARKS AND RECREATION		
Facility Rentals		
Municipal Centre Public Room		
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*
Gazebo (Includes use of two junior soccer fields)		
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*
Ball Diamond Rental		
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
Soccer Field Rental		
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
PUBLIC WORKS		
Entrances		
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
General Public Works Fees		
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%
Municipal Numbering		
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
Equipment		
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

	2023 Fees	2024 Fees
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
Man Hours		
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
Site Alteration and Fill Permit		
Minor (Up to 300m3)		
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
Major (Above 300m3)		
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
Agricultural		
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
Other		
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
Fill Permit Site Plan		
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
FIRE SERVICES		
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
Paid Inspections Industrial (Group F Occupancy)		
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
Paid Inspections Residential (Group C)		
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
General Fire Fees		
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
EMERGENCY RESPONSES		
1. For responding to nuisance false alarms		
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
2. For responding to false alarms occurring as a result of work being performed on a first alarm system or emergency system		
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
3. For responding to false alarms occurring as a result of a malicious act		
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
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		
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
5. For responding to a fire control by-law violation or complaint		
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
6. For attending a natural gas incident		
Attendance at this type of incident will be at full cost recovery	Cost	Cost
7. For attending a fire scene investigation		
Attendance at this type of incident will be at full cost recovery	Cost	Cost
8. For attending a hazardous materials incident		
Attendance at this type of incident will be at full cost recovery	Cost	Cost
9. For responding to assistance requests by other agencies		
Attendance at this type of incident will be at full cost recovery	Cost	Cost
10. Fire Response Fee – Indemnification Technology		
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
BY-LAW AND ENFORCEMENT		
By-Law Complaint/Compliance Visits		
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
Sign Permit		
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
Sign Non-Compliance		
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
Dog Licensing		
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
Annual Fee for Licensing Dangerous Dogs		
Neutered/spayed on or before March 31st	\$200.00	\$200.00
Intact on or before March 31st	\$300.00	\$300.00
Kennel License		
Application Fee	\$200.00	\$200.00
Annual Renewal	\$100.00	\$100.00
Swimming Pool Fencing Permit		
Fence for Swimming Pool	\$250.00	\$250.00
Source Water Protection		
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
WATER FEES		
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	\$6,178.20
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
Meter Packages		
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
Water Financial		
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

	2023 Fees	2024 Fees
Returned cheque (NSF/Account Closed/ etc.)	\$35.00	\$35.00
SEWER FEES		
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	\$15,976.11
Sewer Connection Fee (New Service or after decommissioning) area specific: Colgan	\$23,142.08	\$23,142.08

**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>	Total Reserve Funds
Ending balance as at December 31, 2022	31,513.46	(569,578.40)	-	5,086,578.76	123,428.79	971,271.77	424,355.12	219,864.90	\$ 6,287,434.40
<u>Revenue/Additions</u>									
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									\$ -
TOTAL REVENUE	-	-	-	-	-	-	-	-	\$ -
<u>Expenditure/Repayments</u>									
Transfer to Operating									\$ -
Transfer to Capital									\$ -
Debt interest charge									\$ -
Transfer to other reserve									\$ -
Debt repayment									\$ -
TOTAL EXPENDITURE	-	-	-	-	-	-	-	-	\$ -
2023 Ending Balance	31,513.46	(569,578.40)	-	5,086,578.76	123,428.79	971,271.77	424,355.12	219,864.90	6,287,434.40

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

	R Reserves	R Reserves	R Reserves	R Reserves	R Reserves	R Reserves	R Reserves	R Reserves	R Reserves
Account number	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	<u>Fire Department</u>	<u>Equipment</u>	<u>Winter Maintenance</u>	<u>Ops Equipment Repairs</u>	<u>Insurance</u>	<u>Storm Water Management</u>	<u>Records Mngmt</u>	<u>Building Assessment Upgrade Reserve</u>	<u>Capital Tax Levy</u>
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
Ending balance as at December 31, 2022	-	18,000.00	21,861.14	-	121,284.01	-	5,842.33	21,500.00	\$3,705,288.18
Revenue/Additions									\$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
TOTAL REVENUE	-	-	17,000.00	-	-	-	-	-	\$1,838,202.03
Expenditure/Repayments									
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
TOTAL EXPENDITURE	0.00	0.00	-	-	0.00	0.00	\$ -	\$ -	\$0.00
2023 Ending Balance	-	18,000.00	38,861.14	-	121,284.01	-	5,842.33	21,500.00	\$5,543,490.21

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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