2025
Draft Operating and Capital Budgets

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1. INTRODUCTION

1.1. Treasurer's Statement

The annual municipal budget serves as a crucial tool in guiding the operations and priorities of the township, ensuring that resources are allocated in a way that promotes long-term sustainability, equitable growth, and enhanced services for our residents. This report presents the detailed financial plan for the upcoming fiscal year, outlining projected revenues, planned expenditures, and key investments in the infrastructure, services, and programs that impact the daily lives of Loyalist Township (the "Township") residents.

In preparing the 2025 draft budget, staff have balanced a variety of pressures, with the goal of continuing to provide high quality services to residents and businesses while being fiscally responsible. It is built on a foundation of transparency, public input, and strategic planning, ensuring that we address both immediate needs and future challenges. Through this budget, we aim to foster a strong local economy, improve quality of life, enhance public safety, and protect the environment, all while maintaining the Township's financial health.

As we present this document, we encourage ongoing dialogue and collaboration with residents, businesses, and community organizations. The budget is not just a financial plan; it is a reflection of our shared values and our commitment to making the Township a better place for all who live, work, and visit here.

The draft 2025 operating budget results in a Township levy requirement of $23,567,935. This is an increase from the 2024 levy requirement of $2,130,155 or 9.9%. The 2025 levy requirement equates to a Township residential rate increase of 6.98%, with the remaining increase covered by growth in the assessment. The Township experienced development in 2024 resulting in assessment growth totalling $510,493. This growth helped reduce the tax rate by 2.3%.

In 2025 economists predict that the inflation levels will continue to flatten and interest rates should be lower, which will result in costs not escalating as quickly, interest on new debt to cost less, but interest on any investments will be lower. Like the rest of the country, the Township is also experiencing significant supply chain and staffing issues and increased costs for utilities, materials and supplies. Due to recently settled collective agreements within the OPP and changes in base call volumes, the new OPP contract rates for 2025 and the reconciliation of 2023 costs are resulting in an increase of more than $515,320 over 2024 rates or a 21% increase. The impact of this alone is a 2.3% increase in the tax rate.

While the budget reflects costs that are in line with serving a larger population base than in previous years and with increasing demands; the actual growth in the Township has slowed in 2024 and is expected to slow further in 2025. Building permits are down and housing starts and new businesses are lower than the levels experienced in the three previous years.

The Township continues to be in a difficult transition stage as we wait for assessment revenues from growth to catch up with the demand for services from that same growth. The future looks bright, however staff have had to make cuts to new projects, programs and services in the 2025 budget in order to keep the tax rate increase as low as possible. The operating budget being

proposed is holding the line on operations and capital projects are scaled back but strive to meet the requirements of the Township's asset management plan for asset renewal as required. Projects have been pushed out to future years to reduce costs and levels of debt to fund the projects, but this is not a sustainable funding model.

Staff are proud to serve the residents of Loyalist Township and will continue to work in 2025 to ensure responsible financial stewardship with an eye towards the long-term sustainability of the Township.

Shelley Stedall, Dipl.B.Adm., AMCT
Director of Finance, Treasurer

1.2. Community Profile

Loyalist Township is in the southern most part of Lennox and Addington County, on the shores of Lake Ontario, midway between Toronto and Ottawa. Straddling the 401 corridor and encompassing an area of 342.27 square kilometers the Township consists of a variety of living environments including the fully serviced areas of Amherstview, Odessa, and Bath. Farms, countryside residences, recreational areas and a short ferry ride to Amherst Island create a community like no other.

The Loyalist Parkway (Highway #33) begins in Amherstview and continues along the Lake Ontario shore to the Glenora Ferry at Adolphustown. It is a scenic stretch of road, dotted with numerous 18th and 19th century homesteads, major historical sites, and tourist attractions.

Figure 1: Lennox & Addington County Map

Population

According to Statistics Canada's 2021 Census, the Township is home to 17,943 people and has grown by 5.7% and 6.3% in population and households, respectively, since 2016. Estimated population numbers for 2023 is 18,889, which was determined by evaluating yearly housing starts with the persons per unit in each household as identified by the most recent Census. New residential dwellings have increased at a faster rate then projected in the reference scenario within the Township's *2019 Growth and Population Study*. As illustrated in Figure 2, age demographics have remained relatively consistent since 2016; whereby 50% of the population are over the age of 45.

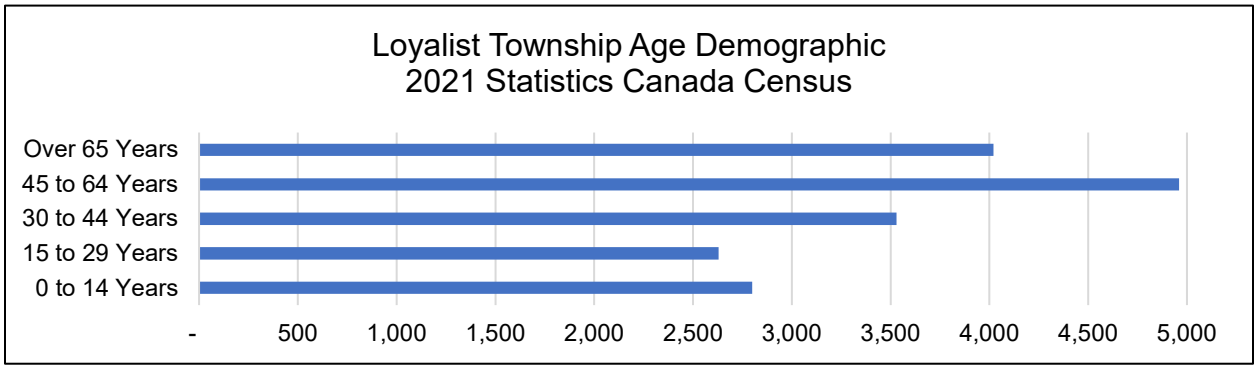


Figure 2: Loyalist Township Age Demographic

Income

The Township's 2020 median total after-tax income per household was $83,000. This places the Township in the high range of its geographical comparators as per Table 1. As costs continue to rise, households earning under $100,000 have decreased to 65% compared to 76% in 2016 as illustrated in Figure 2.

Table 1: Household after-tax income comparators

Municipality	After Tax Household Income per Statistics Canada 2021
Greater Napanee	$69,500
Kingston	$70,500
Prince Edward County	$72,000
Stone Mills	$80,000
Loyalist Township	$83,000
South Frontenac	$90,000

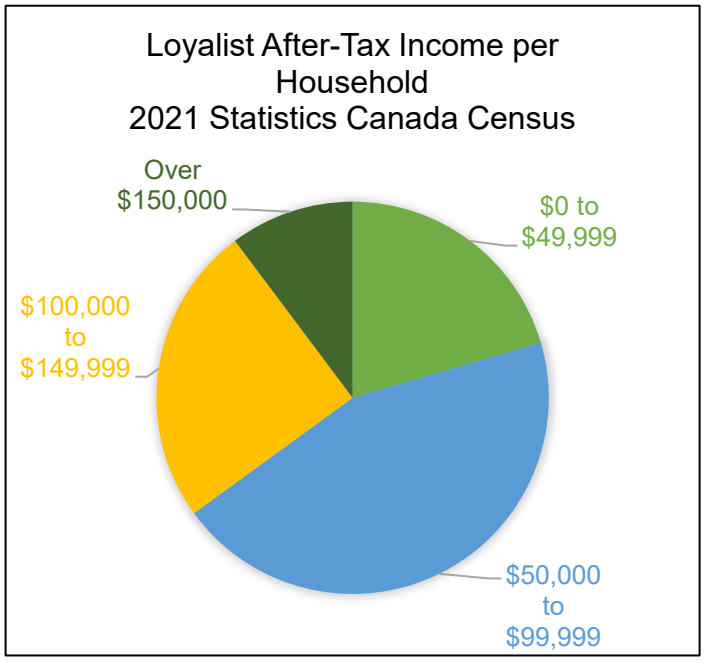


Figure 3: Township pre-tax household income

Local Economy

Loyalist Township has historically been labeled as a bedroom community; however, economic development is progressing. Recent investments by Latham Pools, Tomlinson and Umicore have begun to diversify the assessment base. There has also been active mixed-use development (commercial with multi-residential) applications and increasing development interest in the Loyalist East Business Park. These developments are promising for the future of the Township and will enable future expansion in services. Until such time as these businesses are fully contributing to the assessment base, our budgeting needs to remain conservative. As a result, the 2025 budget is not built on any assumptions of those future economies.

The Township will continue to investigate ways to attract various entrepreneurs and investors to grow and diversify the assessment base in the areas of commercial/retail and light industrial developments. For more information, visit www.loyalist.ca/economicdevelopment.

1.3. Organizational Profile

The Township is governed by seven members of Council, with the Mayor and Deputy Mayor elected at large, and five councillors elected throughout three wards (Figure 4). The Township is currently undertaking a ward boundary review which may adjust the ward structure and/or council composition. If any changes are approved, it would be implemented for the municipal election in October 2026 and subsequent terms of Council.

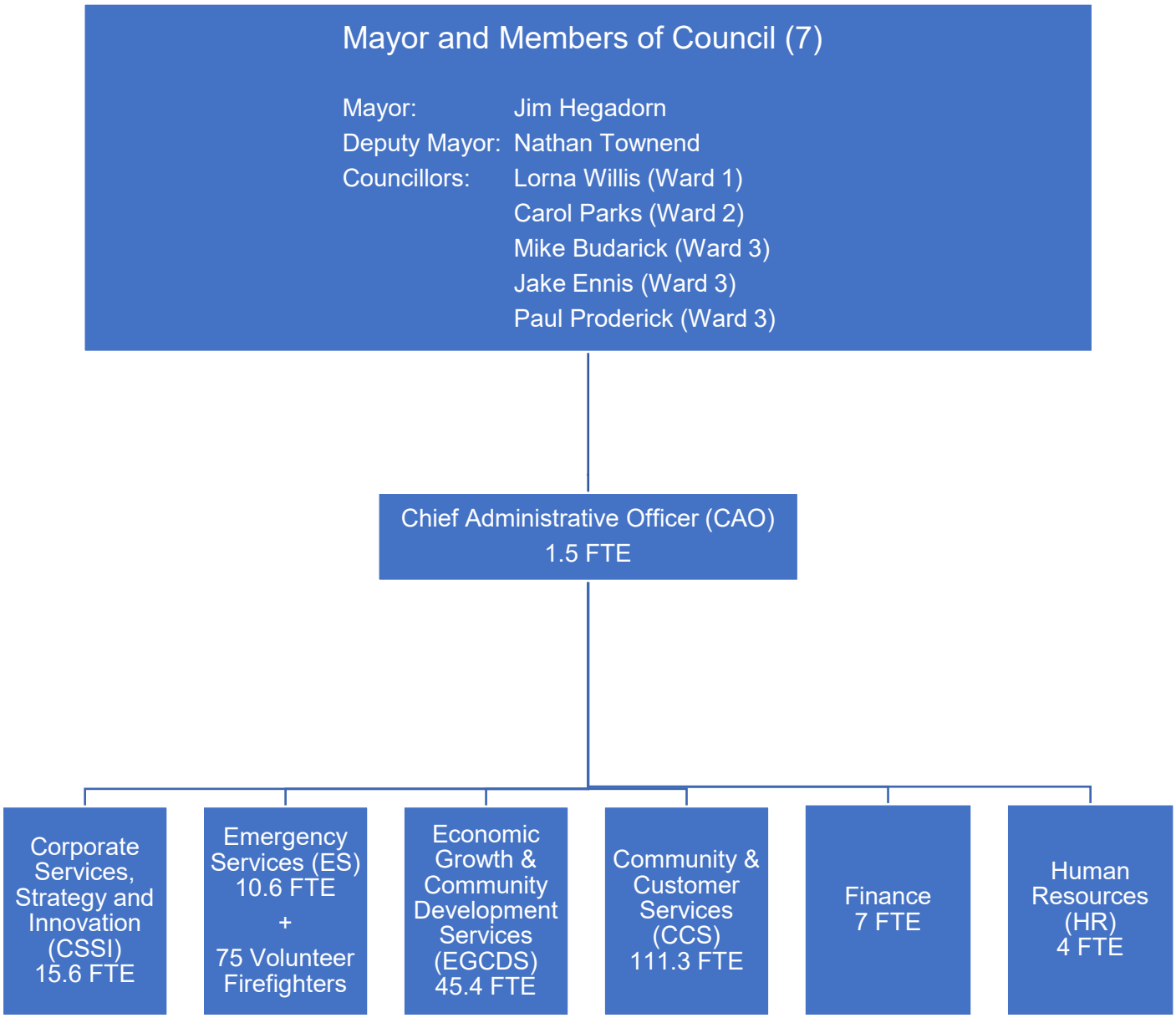
Figure 4: Township Wards

Under the current organizational structure, the Township's Chief Administrative Officer leads the six departments listed on the following page and approximately 195.4 full-time equivalent (FTE) staff and 75 Volunteer Firefighters.

As detailed throughout this budget binder, services directly provided by the Township include, but are not limited to, roads and sidewalks, water and sewer in the urban areas, stormwater management, parks and recreational programs and amenities, cultural programs and events, building inspection, residential and non-residential development management, and fire and emergency services. For more information on core and non-core services offered by the Township, visit www.loyalist.ca.

Other public-facing services are administered under contract, including but not limited to waste and recycling

pickup (Waste Connections), policing (OPP), by-law enforcement (Frontenac By-law Enforcement), and conservation authorities (Cataraqui Region and Quinte Conservation). Note: In 2025, recycling services will be transferred to Circular Management Ontario and the budget has been modified to account for this mid-year change.



1.4. Budget Development and Scope

The Township's annual budget is a comprehensive financial plan that forms the basis of operational decision making by:

- Defining planned expenses, identifying funding sources and setting spending limits for prioritized programs and services,
- Enabling both qualitative and quantitative measurement of progress
- Ensuring accountability to residents, partners and higher levels of government.

Key Drivers

Township staff and Council work to balance multiple factors to build a strong, vibrant, and sustainable community, taking into account resident requests, legislative requirements, and funding constraints. While the Township controls some budget elements, such as adjusting service levels, other factors are largely beyond its control.

Key factors shaping the 2025 draft budget include revenue from property taxes, provincial and federal grants, and user fees. Infrastructure investment remains a priority as the Township grows, with new assets and upgrades needed for roads, bridges, facilities, vehicles, and equipment. The Township also funds essential services, including Emergency Services, Waste Management, Environmental Services, Recreation, Community Services, Building and Planning, and Economic Development.

The 2025 draft budget also encompasses utilities (water and sewer), ferry, and transit services, with costs and revenues driven by user fees or government grants. The expenses in these areas vary with demand and are managed as self-funded programs. Across all departments, the 2025 budget reflects current inflation rates, including human resources, external goods and services, intergovernmental dependencies, and compliance with legislative standards. Both discretionary and non-discretionary spending are outlined in this Budget Binder.

Provincial law requires the Township to balance its operating and capital budgets annually, meaning revenues must match expenses. To achieve balance, the Township can adjust property taxes, user fees, or program costs. Debt may be raised for large capital projects, but repayment of principal and interest affects future operating costs. Key budget drivers, as shown in Figure 5, guide the prioritization of service levels and initiatives in the operating and capital budgets.

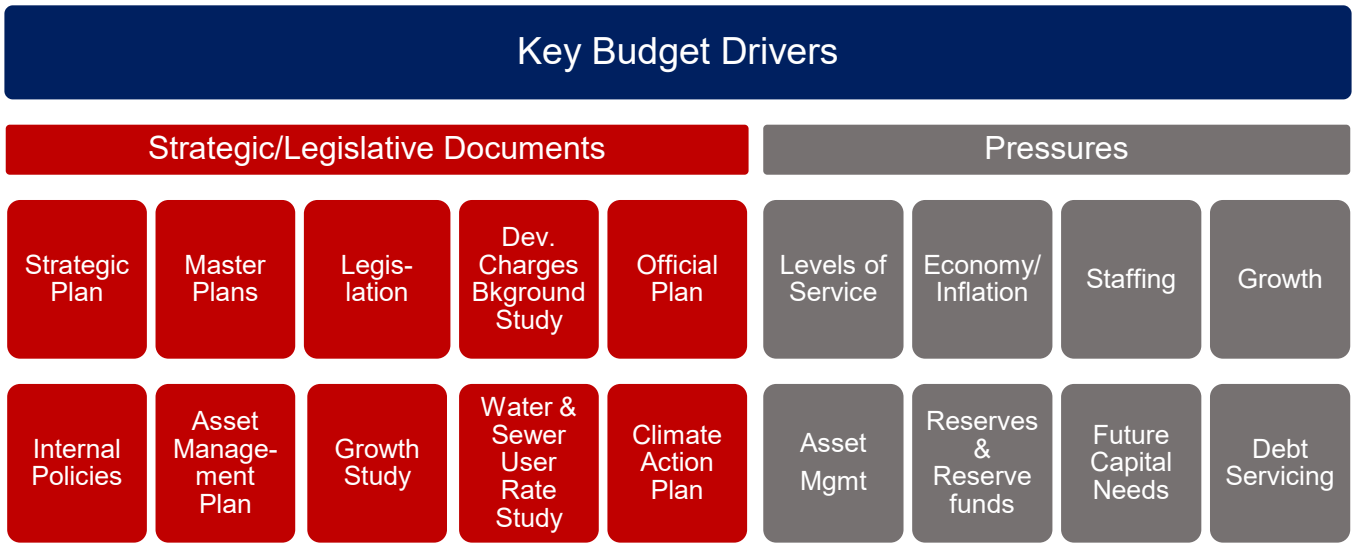


Figure 5: Key Budget Drivers

Strategic Plan

Figure 6: Strategic Plan Priorities

In 2023, Council and staff worked to update the Strategic Plan, including presentations at community Town Halls and staff and public surveys. The draft plan for the next four years was presented to Council in December 2023. It includes four strategic priorities (Figure 6) and sixteen key objectives. The final Strategic Plan was adopted by Council in March 2024 and can be found here or on loyalist.ca under Council and Administration.

The plan establishes a common vision for the municipality that defines the success for the Township and is intended to provide Council and staff with a framework for decision making, including development of these annual operating and capital budgets.

An updated Vision and Mission have also been adopted.

Vision

Thriving, innovative and sustainable community where all people are valued.

Mission

To promote a balanced quality of life for residents and businesses, through the effective delivery of services and good governance, while ensuring fiscal responsibility and environmental sustainability.

The 2025 draft budget has been developed with the new Strategic Plan in mind. It is important to ensure internally imposed and externally legislated levels of service are met. Each departmental operating budget presented includes information on strategic iniatives that align any newly proposed operating costs to the Strategic Plan. The goal of incorporating the Strategic Plan into the Budget Binder is for staff and Council to have all the tools necessary to prioritize competing initiatives and make decisions on service levels within the approved budget.

Public Engagement

To help inform the development of the 2025 budget, a public consultation plan was developed to engage citizens in the budget process. This plan was developed by incorporating principles and best practices from the Township's Community Engagement Framework.

Budget Survey

The 2025 municipal budget survey was launched on September 5, 2024, on the Township's public engagement platform (engage.loyalist.ca). The survey was available online, and in printed form based on request. The survey closed on October 15, 2024, with 70 completed responses.

A summary report of the public survey results was shared at the October 22, 2024, Council meeting and can be found on the Township's Engagement Platform here. (https://engage.loyalist.ca/2025-budget)

Community Town Halls

Between October 23, 2024, and November 6, 2024, the Township held Community Town Hall meetings in Amherst Island, Amherstview, Bath, Odessa and Wilton. During these meetings an update on the 2025 budget process and opportunities for public feedback and participation were shared.

Webpage

Additionally, the Township's budget webpage houses all information regarding the Township's annual budgets and their timelines, such as its "Budget 101" document, historical budget by-laws and annual flyers, and draft budget presentations. Residents can also subscribe through the engagement platform to notifications that inform them of budget updates.

Scope

The purpose of this Budget Binder is for Township staff to present the draft 2025 operating and capital budgets to Council and the public for consideration. The structure of this document separates the independent rate-based service areas listed below and includes supplemental information in the appendices that is referenced throughout this Budget Binder.

Service Area	Draft Operating Budget	Draft Capital Budget
General Rate (Township-wide)	Section 2: Provides a brief overview of the general rate operating budget and includes information on property taxes, debt, reserve funds, and other key expenses. Section 3: Provides more information on the general rate by department and division. It outlines the following information for each department: • Organizational structure. • New 2025 departmental initiatives with incremental budgetary impact. These are either permanent initiatives or special temporary projects that may propose an enhanced level of service; and • Key operating expenses from the 2024 approved budget to retain current service levels.	Section 6: Provides an overview of the Township's current capital budget including funding gap and is presented by department and division with estimated carry-forward from previously approved capital projects.
Area Rates Transit (Amherstview) Ferry (Amherst Island)	Section 4: Outlines both new initiatives and key operating changes from 2024 approved budget to retain current levels of service in these areas.	Not applicable

Service Area	Draft Operating Budget	Draft Capital Budget
Utilities (Water and Sewer)	Section 5: Provides a brief overview of the utilities operating budget and includes information on user rates, debt, reserve funds, and other key expenses. Outlines its 2025 departmental initiatives and key operating changes from the 2024 approved budget to retain current levels of service.	Section 7: Provides overview of the Utilities current capital budget including funding gap, split between water and sewer, with estimated carry-forward from previously approved capital projects.

Budget Development process

The 2024 Budget was adopted in February 2024. The adoption of the budget was later than is optimal as it is important to try and have monetary guidelines for expenditures specifically related to capital projects approved by Council before the fiscal year commences. With the 2025 budget approval dates we are attempting to ensure the budget is approved before the end of 2024.

New financial software is being implemented in order to streamline the budget process as well as update data in software that the Township has been using for a number of years.

The budget process started with a review of the projects and related asset management plans that are anticipated for the next 10 years as we work towards the goal of preparing a long-range financial plan. The long-range financial plan will incorporate both capital and operational costs. The 2025 draft capital budget has been prepared and is being presented as part of this process. The long-range financial plan and 10-year capital plan continue to be updated by considering the updated Asset Management Plan.

In order to prepare this 2025 draft budget for Council consideration, staff made cuts to both operations and capital projects. Some of these changes result in projects being deferred or delays in implementing service level enhancements. A summary of these cuts is listed below. The operating changes are listed below or in the Human Resource section and the capital changes are reflected in Section 6.1.

Human resource costs make up a large part of the budget. These projected costs were reduced where possible by delaying the filling of staff vacancies until later in 2025 or early 2026. See the Human Resources Section for more detail.

All external agencies including the OPP and Conservation Authorities budget estimates have been received and are included in the 2025 draft budget, as are the confirmed amounts of the provincial OMPF and OCIF grants. Federal wage tax rates and employee benefit costs have also been confirmed and are included in this draft budget.

Some other items in the operations budget, not related to Human Resources, that were changed in order to achieve the 2025 draft budget include the following:

- The Family Physician Recruitment Incentive Program Reduction budget has been reduced to allow for one new physician (in addition to the three that have already been recruited) instead of budgeting for two more in 2025.
- All costs attributed to the Housing Accelerator Fund (HAF) grant are not included. Any attributable costs will be brought forward under a separate Council report if the grant is received.
- Recycling revenues from provincial grants have been removed, however, recycling costs the Township would have incurred have also been removed. The net savings are less than $10,000.
- Funds previously set aside to offset the repayment of the WJ Henderson upgrade ($250,000) plus a 3% increase in the capital reserve transfer ($82,890) have been included in this draft budget for a total of $332,890. The Asset Management Plan identified a need for Council to increase the contribution to capital from operating by increasing tax revenues by 1.1% each year. For the 2025 budget this is $235,400.

Specific adjustments to the operating budget for each division is outlined below by the various departments in more detail.

2. GENERAL RATE OPERATING BUDGET – OVERVIEW

2.1. Overview

2025 Proposed General Rate Operating Budget

$23,567,935	6.98%	$589,050	$3,095,890
Tax Levy Requirement	Township Tax Rate Increase	Debt Repayments	Contribution to Capital Reserves for Capital Budget

Table 2: Township-wide 2025 draft general rate operating budget summary

Operating	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(2,076,700)	(3,571,700)	(2,220,550)	1,351,150	-38%
Licenses, Permits	(823,100)	(1,046,500)	(972,150)	74,350	-7%
Rents	(421,060)	(409,200)	(429,500)	(20,300)	5%
Other Revenue	(68,847,140)	(63,466,770)	(66,861,753)	(3,394,983)	5%
From Reserves/Reserve Funds	(6,725,800)	(1,487,700)	(591,150)	896,550	-60%
Total Budgeted Revenue	**(78,893,800)**	**(69,981,870)**	**(71,075,103)**	**(1,093,233)**	
Expenses					
Salaries, Wages & Benefits	18,118,200	20,013,500	21,242,711	1,229,211	6%
Debt Principal & Interest	6,425,900	1,188,000	1,144,230	(43,770)	-4%
Insurance	955,000	1,051,900	1,077,300	25,400	2%
Utilities	1,835,300	1,895,000	2,107,800	212,800	11%
Contracted Services	5,614,500	6,238,195	7,461,330	1,223,135	20%
Supplies, Materials & Other	27,551,800	28,644,275	29,379,076	734,801	3%
Capital	5,953,900	6,153,500	6,236,390	82,890	1%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve F	12,439,200	4,804,400	4,556,400	(248,000)	-5%
Internal Allocations	-	(6,900)	20	6,920	-100%
Total Budgeted Expenses	**78,893,800**	**69,981,870**	**73,205,257**	**3,223,387**	
Net Budgeted Levy Requirements	**-**	**-**	**2,130,155**	**2,130,155**	

2.2. Property Tax and Other Revenue

Property Taxes

The draft 2025 operating budget results in a Township levy requirement of $23,567,935. This is an increase from the 2024 levy requirement of $2,130,155 or 9.9%. The 2025 levy requirement equates to a Township residential rate increase of 6.98%, with the remaining increase covered by growth in the assessment. The Township experienced development in 2024 resulting in assessment growth totalling $510,493. This growth helped reduce the tax rate by 2.3%.

The Township's levy represents approximately half of a ratepayer's property tax bill. The remainder of the tax bill is requisitioned to fulfill the budgets set by the County of Lennox and Addington and the Province of Ontario for education.

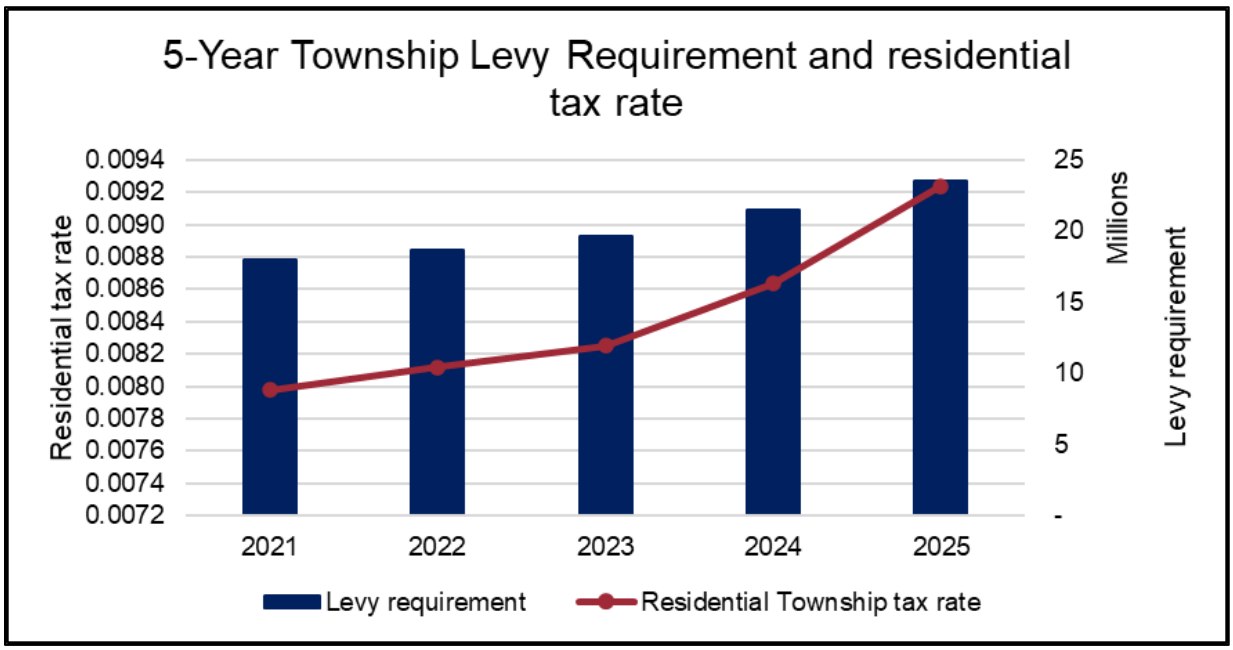


Figure 7: General Rate historical levy requirement and tax rates

Several of the challenges that are expected to have implications on the 2025 levy requirement include the provincial decision to again postpone the province-wide property assessment update. The last province-wide reassessment was completed in 2016. Reassessments were legislated to occur every four years, however the reassessment scheduled for 2021 was delayed in response to the COVID-19 pandemic. In 2025, the province-wide reassessment has not been scheduled, and the property assessments that we use to calculate taxes are still based at values assessed on January 1, 2016.

While the freeze on the assessments is based on 2016 values, it is important to note that the Municipal Property Assessment Corporation (MPAC) continues to review properties during non-

assessment update years as new homes are built, owners renovate, structures are demolished, and properties change use. These changes are reflected at 2016 values to keep the base assessment comparable among properties.

The overall proposed residential tax rate that is reflected in the final property tax bill includes the other budgets of both the County of Lennox and Addington and the Province of Ontario for education. These amounts are not included in the amounts being reflected in this budget. The status of those impacts for 2025 are as follows:

- County of Lennox and Addington rate increase (unknown at this time so it has been left at 2024 rates as the county will not be having discussion on budget until 2025).
- Education rate has been set at the same rate as 2024 so no increase.
- Overall proportion of property classes at which the ratio is set, not yet approved by the County of Lennox and Addington.

The County of Lennox and Addington is responsible for setting the tax policy and tax ratios that the Township must follow. Until the County has presented and received approval from County Council, the tax ratios used to determine the Township's tax levy is an estimate.

The tax ratios will change slightly in 2025 as there is a new tax class for aggregate properties. On September 25, 2024, the Ministry of Finance filed Ontario Regulation 370/24 to amend the tax rates for aggregate properties. More information will be coming on this, but it is anticipated that the new revenues for the aggregate properties that the Township is receiving based on the ARB ruling, will remain in place, and the properties will get a reduced education rate. The County also has an option to reduce the tax rates for new Multi Residential units, but the decision in 2024 was to not move this forward. Table 3 reports the Township's historical levy requirements, Township tax rates, and overall tax rates.

Table 3: Current and historic general rate levy requirement

	2021	2022	2023	2024	2025	Average annual increase
Levy requirement ($)	**18,032,600**	**18,625,700**	**19,609,900**	**21,437,780**	**23,567,935**	1,107,100
Residential Township tax rate	0.00797854	0.00811836	0.00825088	0.00863695	0.00923966	
Township tax rate increase	**2.5%**	**1.8%**	**1.6%**	**4.68%**	**6.98%**	3.5%
Residential overall tax rate	0.01474647	0.01503082	0.01543506	0.01596271	0.01656542	
Overall tax rate increase	**2.5%**	**1.9%**	**2.7%**	**3.4%**	**3.8%**	2.8%

N.B. With the County and Education rates not yet set, the overall tax rate increase could be more or less than shown in Table 3.

Based on the average current value assessment in the Township as reported by the Municipal Property Assessment Corporation (MPAC), Figure 8 illustrates that the average residential assessed property would pay $2,421 annually in 2025 to contribute to the Township's levy requirement. Table 4 discloses the Township's total general rate current value assessments provided by MPAC for 2025.

$262,000	$2,421	$175	$202	$14.60
•Median static assessment value	•Annual Township tax bill	•Annual increase from prior year	•Monthly Township tax bill	•Increase per month from prior year

Median monthly residential Township tax bill - $202

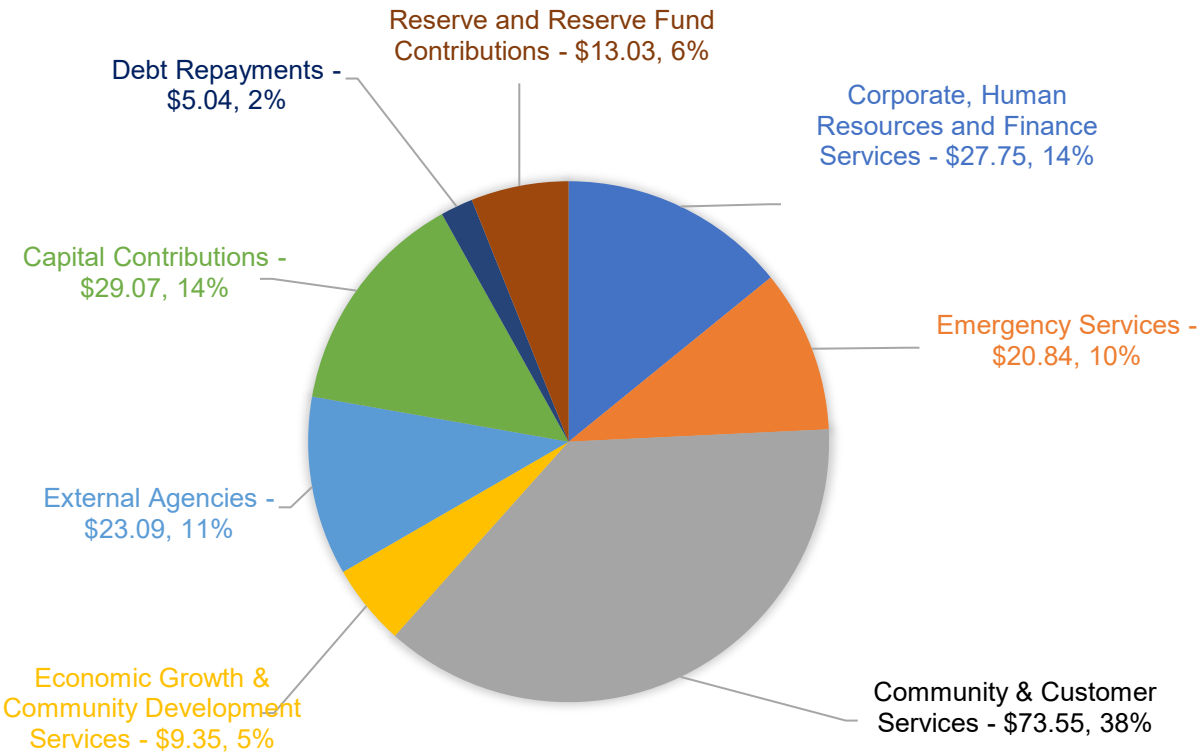


Figure 8: 2025 Average monthly residential tax-bill implications (top) and breakdown

Table 4: Current and historic general rate current value assessments

Property Class		2023 Current Value Assessment ($)	2024 Current Value Assessment ($)	2025 Current Value Assessment ($)
Residential	RT	1,936,749,800	2,003,963,100	2,068,046,700
Multi / Residential	MT	41,149,000	40,991,000	40,991,000
New Multi / Residential	NT	-	-	-
Commercial - Occupied	CT	57,507,500	58,621,900	60,144,300
Commercial - Excess Land	CU	1,322,000	1,322,000	1,120,400
Commercial - Vacant Land	CX	1,644,500	1,669,000	1,910,500
Commercial - Office Building	DT	-	-	-
Commercial - New Construction	XT	-	-	-
Commerical - New Construction Excess Land	XU/XX	-	-	-
Commerical - New Construction - Small Scale On Farm Business	X7	-	-	-
Shopping Centre - Occupied	ST	2,708,800	2,708,800	2,708,800
Shopping Centre - Excess Land	SU	-	-	-
Industrial - Occupied	IT	21,257,500	23,669,100	24,699,600
Industrial - Excess and Vacant Land	IU/IX	7,196,800	8,946,800	9,072,600
Industrial - Full Support	IH	142,300	142,300	142,300
Industrial- Vacant Shared	IJ	13,100	13,100	13,100
Industrial - New Construction	JT	-	-	-
Industrial - New Construction - Vac/Exc	JU/JX	-	-	-
Industrial - Small Scale on Farm Business First Subclass	J7	-	-	-
Industrial - Small Scale on Farm Business 1	I7	50,000	50,000	50,000
Industrial - Small Scale on Farm Business 2	IO	50,000	50,000	50,000
Large Industrial - Occupied	LT	15,367,500	24,239,000	23,631,000
Large Industrial - Excess and Vacant Land	LU/LX	-	1,045,500	1,045,500
Large Industrial - New Construction	KT	-	-	-
Landfill Taxable Full	HT	-	-	-
Pipelines	PT	29,694,000	29,997,000	30,158,000
Farmlands	FT	83,528,700	85,606,700	87,073,300
Managed Forests	TT	1,081,900	1,156,900	1,415,000
Sub-Total: Levy		2,199,463,400	2,284,192,200	2,352,272,100
Payment in Lieu				
Residential - Full support	RF	674,300	674,300	674,300
Residential - No Support	RG	903,000	834,000	834,000
Commercial - Full Support	CF	64,430,600	64,430,600	64,292,600
Commercial - Excess Land Rate, Full Support	CQ	42,500	42,500	42,500
Commercial - No School Support	CG	1,238,000	1,238,000	1,975,000
Industrial - No Support	IF	1,008,800	1,008,800	1,008,800
		-	-	-
Payments in Lieu - Taxable Tenants		-	-	-
Residential - Full Support	RP	10,200	10,200	10,200
Commercial - No Support	CP	5,117,400	5,117,400	5,117,400
Commercial - Vacant Land	CR	-	-	-
Commercial - New Construction Excess Land	XQ	-	-	-
Commercial - New Construction	XP	-	-	-
Landfill Payment in Lieu - Full	HF	40,600	40,600	40,600
Industrial - Full Support	IP	-	-	-
Sub-Total: Payment in Lieu		73,465,400	73,396,400	73,995,400
Exempt		63,745,800	63,125,200	65,050,400
Total		2,336,674,600	2,420,713,800	2,491,317,900
Change from prior year		3.59%	3.60%	2.92%

Reserves/Reserve Funds

Reserve and reserve funds are an important source of funding in developing the 2025 draft budget. They are utilized to stabilize tax rate or to fund costs related to development. With the approval of the updated Reserve and Reserve Fund Policy and the implementation of the Surplus and Deficit Management Policy in 2021, staff have looked for ways to leverage the use of the tax rate stabilization reserve, among others, to keep tax rate increases as low as possible. A summary of the Township's reserve and reserve funds is included in Appendix D – Reserve and Reserve Fund Balances.

Staff will continue to monitor the reserve and reserve fund balances and will bring forward strategies to ensure the adequacy of reserve levels as necessary.

Other Revenue

Outside of property taxes and transfers from reserves, other revenue sources provide an integral contribution to the balanced general operating budget. The 2025 draft operating budget requires approximately 25% of budgeted expenditures to be funded through other revenue sources. These other sources of revenue include items such as grants, third party agreements, user fees and charges, administrative recoveries, and proceeds from land sales. A significant amount of these revenues flow through operating into reserve funds. Significant other revenue is listed in . Other revenue is outlined in more detail throughout the department subsections in Section 3.

Table 5 General Rate Other Revenue

Other Revenue

	Managing Department	Revenue Type	2025 Draft Budget ($)	2024 Budget ($)
Ontario Municipal Partnership Fund (OMPF)	Non-Dept.	Grants	386,600	364,600
Payments in Lieu of Taxers (PILT)	Non-Dept.	Other Revenue	499,400	450,000
Penalty & Interest on Taxes	Non-Dept.	Other Revenue	425,000	400,000
Building Permits	EGCDS	Licences, Permits	843,400	900,000
Land Sales	EGCDS	Other Revenue	677,240	666,400
Recreation Rentals	CCS	Fees & User Charges	378,000	355,900
Bag Tags	CCS	Fees & User Charges	750,000	685,000
Aggregate Revenues	CCS	Royalties	250,000	200,000
County Maintenance Recovery	CCS	Other Revenue	569,800	620,000

2.3. Expenses

Salaries, Wages, and Benefits

Salaries, wages, and benefits make up a significant portion (29.1%) of the general rate operating expenditures. Across all Township departments including capital wages the increase to salaries, wages and benefits is $1,330,000, the General Rate portion of this increase represents $1,078,960. Appendix A – New Staff Proposals, details new positions proposed for 2025 to meet current levels of service or to meet the objectives in the Strategic Plan. There is an overall increase in wages and benefits due to the following:

- An allowance for collective agreement impacts not yet negotiated for 2025.
- An allowance for the non-union cost of living increase and implementation of the results of the market compensation review.
- Positions approved in 2024 which were accounted for as a partial year but are now reflected as full year in 2025.
- Volunteer Firefighters eligibility to enroll in the OMERS pension plan effective late 2024.

Debt Repayment

Total debt payments are budgeted based on existing debt held. It is presumed that any potential new debt issued in 2025 would have repayments beginning in 2026. Based on the 2024 debt currently being repaid, the annual repayment limit (ARL) for the Township is 7%. This limit is based on 25% of own-sourced revenues and currently held debt and is reported on the annual Financial Information Return (FIR).

Table 6: Township-wide existing debt

Total Township Debt

Lender	Maturity (Renewal Date)	Interest Rate	Balance Owing end of 2025 Combined
Toronto Dominion	March 2028	2.52%	$ 448,333
Toronto Dominion	January 2030	2.81%	$ 556,426
Canada Housing and Mortgage Corporation	May 2025	4.15%	$ -
Toronto Dominion	March 2028	2.50%	$ 280,038
Infrastructure Ontario	August 2025	4.06%	$ -
Infrastructure Ontario	August 2030	4.35%	$ 434,350
Infrastructure Ontario	December 2031	2.95%	$ 189,388
Infrastructure Ontario	December 2036	3.24%	$ 769,690
Infrastructure Ontario	December 2041	3.42%	$ 1,153,255
Infrastructure Ontario	September 2037	3.28%	$ 973,988
Infrastructure Ontario	September 2042	3.42%	$ 1,145,720
Ontario Government	June 2035	Cost of borrowing	$ 19,000,000
Total			**$ 24,951,189**

Total 2025 Debt Repayments - General Rate & Utilities	**$ 1,144,235**

The Township has acquired debt over the years for both activities funded by the General Tax Rate and by the Utilities (Water/Sewer) user fees. The debt has been acquired for various capital projects.

General Rate Debt

In terms of the general rate debt, the repayment and outstanding amount is shown below. It includes a total of $589,056 in debt payments, of which $106,253 pertains to interest payments. Of this amount, $90,200 is funded through a contribution from development charges as a portion of the debt payments relate to the Amherstview Fire Station.

Table 7: General Rate Debt and repayments

General Rate Debt									
Lender	Maturity (Renewal Date)	Interest Rate	General Rate 2025 Repayment				Total GR Repayments 2025	Balance Owing end of 2025 General Rate
			Public Works	Emergency Services	Recreation (Parks)	Development		
Toronto Dominion	March 2028	2.52%	$ 127,180				$ 127,180	$ 282,898
Toronto Dominion	January 2030	2.81%					$ -	$ -
Canada Housing and Mortgage Corporation	May 2025	4.15%					$ -	$ -
Toronto Dominion	March 2028	2.50%	7,853	126,152			$ 134,005	$ 280,038
Infrastructure Ontario	August 2025	4.06%	-			72,119	$ 72,119	$ -
Infrastructure Ontario	August 2030	4.35%	18,212				$ 18,212	$ 72,884
Infrastructure Ontario	December 2031	2.95%	26,268		4,774		$ 31,042	$ 169,559
Infrastructure Ontario	December 2036	3.24%	15,056	54,749			$ 69,805	$ 641,614
Infrastructure Ontario	December 2041	3.42%	11,661		24,847		$ 36,508	$ 447,002
Infrastructure Ontario	September 2037	3.28%	38,320	10,754			$ 49,074	$ 483,585
Infrastructure Ontario	September 2042	3.42%	51,111				$ 51,111	$ 654,779
Ontario Government	June 2035	Cost of borrowing				-	$ -	$ 19,000,000
Total			**$ 295,661**	**$ 191,655**	**$ 29,621**	**$ 72,119**	**$ 589,056**	**$ 22,032,359**

Utilities Debt

In terms of the debt for the utilities division, the repayment and outstanding amounts are shown below. These are fully paid for from the utility (water and sewer) rates and have been identified in the Water/Sewer Rate Study completed in 2024.

Table 8: Utilities Debt and repayments

Utilities Debt

Lender	Maturity (Renewal Date)	Interest Rate	Utilities 2025 Repayment	Balance Owing end of 2025 Utilities
Toronto Dominion	March 2028	2.52%	$ 74,373	$ 165,435
Toronto Dominion	January 2030	2.81%	143,117	$ 556,426
Canada Housing and Mortgage Corporation	May 2025	4.15%	84,034	$ -
Toronto Dominion	March 2028	2.50%	-	$ -
Infrastructure Ontario	August 2025	4.06%	-	$ -
Infrastructure Ontario	August 2030	4.35%	90,322	$ 361,466
Infrastructure Ontario	December 2031	2.95%	3,630	$ 19,829
Infrastructure Ontario	December 2036	3.24%	13,934	$ 128,076
Infrastructure Ontario	December 2041	3.42%	57,681	$ 706,254
Infrastructure Ontario	September 2037	3.28%	49,766	$ 490,403
Infrastructure Ontario	September 2042	3.42%	38,322	$ 490,941
Ontario Government	June 2035	Cost of borrowing	-	
Total			**$ 555,179**	**$ 2,918,830**

Future Debt Commitments

In the 2023 budget, Council approved a $6.9 million capital funding gap that was adjusted and reduced to an estimated $3.9 million requirement for debt. The 2024 budget identified a $10 million requirement for additional debt due mostly to the WJ Henderson Recreation Centre Renewal Project. The 2025 draft capital budget identifies an additional $5.4 million capital funding gap. The status of capital projects that have been approved and finalized up to the end of 2024 is being reconciled and a clearer picture of the debt requirements and the related projects will come to Council at the completion of the 2024 year end. In addition, the Township has not yet started repayment of the provincial loan for industrial land acquisition of $19,000,000.

Table 9: General rate cumulative funding gap

Adjusted 2023 and prior Debt Requirement	$	3,933,328
Estimated Debt requirement for 2024 Capital projects (incl. WJ Renewal)		9,990,812
Estimated Debt requirement for 2025 Capital projects		5,480,985
Future Debt to be Repaid	**$**	**19,405,125**
Note: This is an estimate and subject to change. This amount will be clarified in a forthcoming staff report which will outline the estimated total debt to be funded from all projects that have been approved up to and including the 2025 amount to be funded, along with capital projects status.		

Debt is only issued once approved by Council and adopted by by-law and when all other funding options have been exhausted. When the above-noted $19.4 million debt is required for capital projects and the $19 million for the 2023 Industrial land acquisition repayment commences the annual repayment limit (ARL) is projected to be 17%. The maximum ARL a municipality can have is 25% before it requires Assessment Review Board approval. It should be noted that the issuance for the capital projects would not likely occur until 2026. A construction loan is required to service the cashflow needs of the W.J. Henderson Recreation Centre Renewal Project in 2025 and 2026.

The operating cost to service the above-noted $19.4 million of debt for capital projects is approximately $1.3 million per annum if amortized over 25 years at 4.5%. This would yield a 6% increase in the 2025 tax levy requirement without considering any other increases or changes to existing debt. This estimate is conservative, however, the timing of debt issuance may impact the interest rate given the current market.

A 10-year projection of the Township's Annual Repayment Limit (ARL) as prescribed by the Ministry of Municipal Affairs and Housing is included in Appendix F – 10-Year Capital Plan. The estimate shows current ARL and the projected ARL with the above debt issued.

Contributions to Capital and Reserve Funds

Contributions to capital and reserve funds are an important part of prudent financial planning.

Section 6 provides detail on the proposed 2025 capital funding plan. An important component of this funding plan is the contribution to capital that comes through the general operating budget. The 2025 proposed contribution to capital reserve totals $3,095,890 (a 3% increase over 2024 and allocation of the $250,000 previously allocated toward repayment of the WJ Henderson building upgrades). The contribution to capital reserves is important as the Township endeavours to adequately fund capital budgets and address the funding gap identified in the Township's Asset Management Plan.

Contributions to reserve funds total $4.5 million in 2025. Most of these contributions are planned to go to asset management reserves. This includes a contribution to the Fleet and Equipment Replacement Reserve Fund. Furthermore, there are non-discretionary contributions that flow through the operating budget. This primarily consists of land sales through the Business Park, with the net proceeds flowing to the appropriate reserve fund. summarizes the reserve and reserve fund contributions.

Table 10: Summary of general rate reserve and reserve fund contributions

General Rate Reserve & Reserve Fund Contributions	Draft 2025 Budget	2024 Approved Budget	Increase (Decrease) $
Contributions funded by general levy or transfers based on Reserve Fund Policy			
Discretionary reserve funds	575,640	546,600	(29,040)
Asset management reserve funds	3,937,550	3,913,500	(24,050)
Contingency reserve funds	10,000	10,000	-
Reserves	20,000	15,000	(5,000)
Total	**$ 4,543,190**	**$ 4,485,100**	**$ (58,090)**

Other Expenses

Departments are challenged by several non-discretionary budget pressures. In general, these non-discretionary pressures may be due to past decisions as approved by Council, increases in costs imposed by third parties, legislative requirements, or prudent financial planning as discussed previously in contribution to capital and reserve funds. The Township is not immune to the inflationary pressures currently being experienced in the community at large. Examples of third-party increases are most notable with OPP increasing $515,320 or 21%, utilities increasing $63,900 or 10%; contracted services increasing 6%, and benefits costs increasing $336,700. These non-discretionary increases are examples that put pressure on the levy requirement. Discretionary costs that are proposed to meet new initiatives in the Strategic Plan or maintain current levels of service also put pressure on the levy requirement. Expenditures that impact the general operating budget are discussed in more detail by division in Section 3

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3. GENERAL RATE OPERATING BUDGET – DEPARTMENTAL

3.1. General Rate Operating Budget - Overview

Table 11: Draft General Rate Operating overall budget

General Rate Operating Budget	Non-Departmental	External Agencies	Corporate Services, Finance, & HR	Emergency Services	Community & Customer Servcies	Economic Growth & Community Dev. Services	Total 2025 Budget	Total 2024 Budget	$ Change	% Change
Revenue										
Fees & User Charges	-	-	(90,540)	(99,660)	(1,454,040)	(445,610)	(2,089,850)	(2,045,300)	(44,550)	2%
Licenses, Permits	-	-	(15,600)	(26,700)	(19,450)	(910,100)	(971,850)	(1,046,200)	74,350	-7%
Rents	-	-	(18,500)	-	(411,000)	-	(429,500)	(409,200)	(20,300)	5%
Other Revenue	(44,324,500)	(20,000)	(16,000)	(16,800)	(660,210)	(683,540)	(45,721,050)	(45,635,270)	(85,780)	0%
From Reserves/Reserve Funds	(240,200)	-	(110,000)	(1,200)	(183,600)	(56,150)	(591,150)	(1,399,300)	808,150	-58%
Total Budgeted Revenue	**(44,564,700)**	**(20,000)**	**(250,640)**	**(144,360)**	**(2,728,300)**	**(2,095,400)**	**(49,803,400)**	**(50,535,270)**	**731,870**	**-1%**
Expenses										
Salaries, Wages & Benefits	100,000	-	3,413,440	2,277,750	7,039,570	2,299,200	15,129,960	14,051,000	1,078,960	8%
Debt Principal & Interest	589,050	-	-	-	-	-	589,050	597,800	(8,750)	-1%
Insurance	-	-	160,100	67,500	664,600	18,800	911,000	878,800	32,200	4%
Utilities	-	-	-	69,500	907,400	1,000	977,900	718,700	259,200	36%
Contracted Services	-	2,926,120	231,800	75,650	1,805,460	110,000	5,149,030	4,807,600	341,430	7%
Supplies, Materials & Other	20,360,450	271,700	1,421,180	494,200	2,142,120	383,395	25,073,045	25,361,170	(288,125)	-1%
Capital	2,845,890	-	-	-	-	-	2,845,890	2,763,000	82,890	3%
Amortization	-	-	-	-	-	-	-	-	-	0%
Contribution to Reserves/Reserve Fu	1,524,000	-	43,000	11,600	268,060	587,640	2,434,300	2,510,700	(76,400)	-3%
Internal Allocations	-	-	(1,199,710)	16,150	24,650	(17,710)	(1,176,620)	(1,153,500)	(23,120)	2%
Total Budgeted Expenses	**25,419,390**	**3,197,820**	**4,069,810**	**3,012,350**	**12,851,860**	**3,382,325**	**51,933,555**	**50,535,270**	**1,398,285**	**3%**
Net Budgeted Levy Requirements	**(19,145,310)**	**3,177,820**	**3,819,170**	**2,867,990**	**10,123,560**	**1,286,925**	**2,130,155**	**-**	**2,130,155**	**100%**

3.2. Non-Departmental and External Agencies

Non-departmental

The non-departmental category includes general rate revenue and expenses that are not necessarily specific to a certain department or division. Some significant revenue and expenses are as follows:

- Property taxes, payments in lieu of taxes (PILT), supplemental taxes, and write-offs
- General rate contribution to capital
- General rate debt repayments
- General rate reserve and reserve fund contributions
- Indemnity insurance
- Interest and penalty income

The non-departmental net operating budget is proposed at $2.3 million, which is an increase of 9% from the 2024 approved budget This category's 2025 draft operating budget is summarized in Table 12.

Table 12: Non-departmental - Draft operating budget by category

	Total 2024 Budget	Total 2025 Budget	$ Change	% Change
Revenue				
Grants	(1,078,600)	(1,100,600)	(22,000)	2%
Fees & User Charges			-	
Licenses, Permits			-	
Rents			-	
Other Revenue	(1,456,200)	(1,584,350)	(128,150)	8%
From Reserves/Reserve Funds	(640,200)	(240,200)	400,000	-167%
2025 Budgeted Revenue	**(3,175,000)**	**(2,925,150)**	**249,850**	**-9%**
Expenses				
Debt Principal & Interest	597,800	589,050	(8,750)	-1%
Insurance			-	
Utilities			-	
Contracted Services			-	
Supplies, Materials & Other	365,700	258,700	(107,000)	-41%
Contribution to Capital	2,763,000	2,845,890	82,890	3%
Contribution to Reserve Funds	1,524,000	1,524,000	-	0%
Internal Allocations				
2025 Budgeted Expenses	**5,250,500**	**5,217,640**	**(32,860)**	**-1%**
2025 Net Budgeted Levy Requirement	**2,075,500**	**2,292,490**	**216,990**	**9%**

Key Operating Changes from 2024 Approved Budget

↓	$10,000	Tax write-offs (expense)
↑	$33,000	Payment in Lieu of Taxation
↑	$22,000	Ontario Municipal Partnership Fund grant (OMPF) (revenue)
↑	$50,000	Interest Income
↑		Interest and penalties (revenue)

Key Operating Revenue & Expenses

$386,600 OMPF grant revenue	$589,050 Debt principal & Interest	$550,000 Contribution to Fleet & Equipment Replacement reserve fund
$775,000 Interest & penalty revenue	$714,000 Annual funding from Community Benefit agreement with correlating transfer to reserve fund	$3,095,890 Contributions to capital from General Rate operating

External Agencies

External agencies represent requisitions to the Ontario Provincial Police (OPP) and two conservation authorities.

The net operating budget was prepared by the above-noted organizations for a total of $3.2 million, which is an increase of 22% from the 2024 approved budget and represents 12% of the Township's total tax levy requirement. This 2025 draft operating budget is summarized in Table 13 and in Table 14: OPP Levy calculation.

Table 13: External Agencies - Draft operating budget

External Agencies	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Conservation Authorities					
Cataraqui Region Conservation Authority					
Operating Levy	227,000	241,500	262,400	20,900	9%
Quinte Conservation Authority Levy	7,900	8,600	9,300	700	8%
Total Conservation Authorities	**234,900**	**250,100**	**271,700**	**21,600**	
Police Services					
Provincial Subsidy	-24,000	-20,000	-20,000	0	
Contracted Services	0	0	7,600	7,600	
OPP Contract	2,446,100	2,403,200	2,918,520	515,320	21%
Total Police Services	**2,422,100**	**2,383,200**	**2,906,120**	**522,920**	**22%**

Conservation Authorities

The 2025 operating budget reflects requisitions to the following two regional Conservation authorities. Both conservation authorities are increasing 8% over the 2024 levy in 2024.

Quinte Conservation

2025 - $9,300
$7,400 operating
$1,200 capital

2024 - $8,600
Increase $700 or 8.1%

Cataraqui Conservation Authority

2025 - $262,400
$221,800 operating (general)
$19,700 capital (special)

2024 - $241,500
Increase $20,900 or 8.6%

Policing

The cost of policing services provided by the Ontario Provincial Police has significantly increased due to recently ratified collective agreements with OPP uniform and civilian unions dating back to January 1, 2023. The contract increased for 2025 $515,320 over 2024 rates, or a 21% increase. The impact of this alone is a 2.3% increase in the tax rate.

Annual billing from the OPP is based on its budgeted costs and historic split of presence between applicable municipalities. The Township's portion of projected calls for service for 2025 is 53.8% (2024 – 54.4%). The overall levy calculation is outlined in Table 14. Furthermore, the allocation of municipal workload is as follows:

- Base service has trended slightly upward for 2025 (proactive policing such as routine patrols, crime prevention, training, administration, etc.) – 56.2% (2024 – 55.5%).
- Calls of service (reactive policing) – 43.8% (2024 – 44.5%).

Table 14: OPP Levy calculation

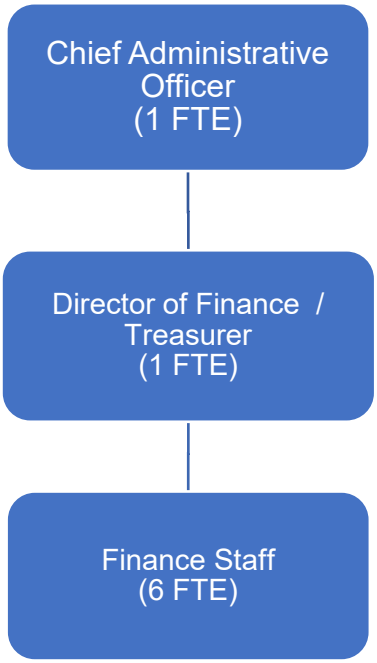
OPP Service Costs		2025		2024	
Base Service	Number of properties	7,866		7,717	
	Cost per property	$ 189.44	$ 1,490,101	$ 165.59	$ 1,277,831
Calls for Service	Total:	$ 209,489,870		$ 183,003,471	
	Loyalist Portion	53.8300%	$ 1,127,751	0.5439%	$ 995,432
Overtime			$ 81,072		$ 67,429
Prisoner Transportation	Per property cost:	$ 1.67	$ 13,136	$ 1.12	$ 8,643
Accommodation/Cleaning Services	Per property cost:	$ 5.70	$ 44,836	$ 4.90	$ 37,813
Total Billing			$ 2,756,896		$ 2,387,148
Prior Year-End Adjustment			$ 161,628		$ 16,092
Adjusted Total Billing			$ 2,918,524		$ 2,403,240
Monthly Billing Amount			$ 243,210		$ 200,270

3.3. Finance Department

Overview of Finance Department

The Finance Department consists of seven full-time staff. This department was realigned in 2023 and reports directly to the Chief Administrative Officer.

The finance department manages the Township's financial resources to ensure efficient and transparent use of public funds. Key responsibilities include budgeting, financial planning, revenue collection (such as taxes and utility fees), and managing expenditures. It also handles accounting, financial reporting, debt management, and ensures compliance with financial related Federal and Provincial legislation and public sector reporting standards, contributing to fiscal stability and supporting Township services and development projects.



Finance

Core Services

- Accounting and internal controls
- Internal and external reporting
- Property tax
- Utility billing and analysis
- Financial planning
- Procurement
- Insurance Policy renewals
- Financial policy administration

Key Operating Revenue & Expenses

$63,000 Administrative Recoveries (bill reprints, etc.)

$20,900 Tax bill printing and mailing

$45,000 Annual Independent Audit

Key Operating Changes from 2024 Approved Budget

↑	$16,900	Increase to annual auditing fees as current 3-year contract expires following 2024 year-end audit (expense)
↑	$5,350	Internal allocation to other service areas correlated to reduced expenses (expense)

Table 15: Finance - Draft operating budget by category

Finance	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(55,000)	(55,000)	(63,000)	(8,000)	15%
Licenses, Permits	-	-	-	-	0%
Rents	-	-	-	-	0%
Other Revenue	(4,000)	(4,000)	(700)	3,300	-83%
From Reserves/Reserve Funds	-	-	-	-	0%
Total Budgeted Revenue	**(59,000)**	**(59,000)**	**(63,700)**	**(4,700)**	
Expenses					
Salaries, Wages & Benefits	788,300	663,700	700,470	36,770	6%
Debt Principal & Interest	-	-	-	-	0%
Insurance	-	-	-	-	0%
Utilities	-	-	-	-	0%
Contracted Services	4,000	5,200	5,800	600	12%
Supplies, Materials & Other	71,400	70,900	95,500	24,600	35%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	-	-	-	-	0%
Internal Allocations	(179,700)	(178,300)	(183,650)	(5,350)	3%
Total Budgeted Expenses	**684,000**	**561,500**	**618,120**	**56,620**	
Net Budgeted Levy Requirements	**625,000**	**502,500**	**554,420**	**51,920**	**10%**

Strategic Alignment

Table 16: Finance - Strategic Initiatives

Initiatives for 2025	Responsible Division/Dept	Approximate Budget Impact
Strategic Priority: Strong Communities		
Include a provisional item in procurement documents to incorporate community identity/identities into new infrastructure projects and/or project signage.	Finance	In-house
Strategic Priority: Sustainable Infrastructure and Services		

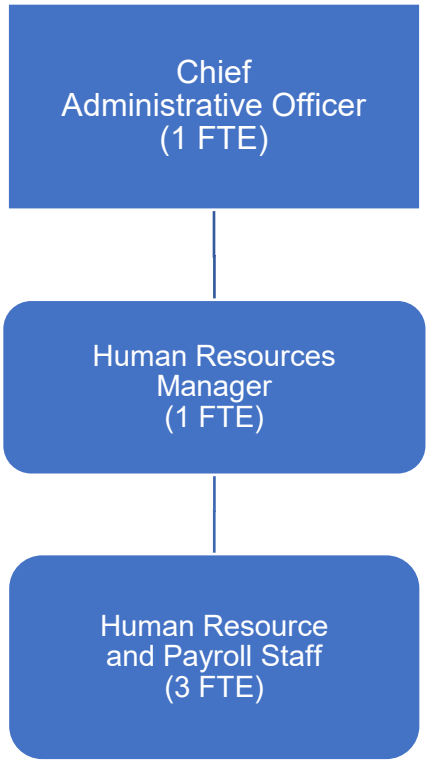
Initiatives for 2025	Responsible Division/Dept	Approximate Budget Impact
Create a long-range financial plan with projected funding	Finance	In-house
Update prioritization policy for capital projects	Finance	In-house
Develop an asset retirement obligation (ARO) inventory and adopt an ARO policy	Finance	In-house
Create 3-year operating budget	Finance	In-house
Develop a corporate strategy for grant application and management, fundraising, sponsorship, and Township grants with the support of operating divisions	CSSI/ Finance	In-house
Strategic Priority: Organizational Effectiveness		
Updated Procurement Policy – Approved in 2024. 2025 will continue to train staff and update related processes.	Finance	In-house

3.4. Human Resources Department

Overview Human Resources Department

The Human Resources Department consists of four (4) full-time staff. This department was realigned in 2023 and reports directly to the Chief Administrative Officer.

Human Resources (HR) manages recruitment, onboarding, performance, and employee relations, ensuring workforce alignment with organizational goals. HR oversees compensation, payroll, compliance with labor laws, and fosters a positive workplace culture. It also uses data analytics to enhance workforce planning, contributing to a productive, compliant, and engaged organization.



The net operating budget for Human Resources is proposed at $467,010, which represents a decrease from 2024 of $73,490. In 2024 there were two (2) one-time studies, and a staffing vacancy backfill that was funded by reserves, and these are not recurring expenses. The 2025 draft operating budget is summarized by category in Table 17.

Human Resources

Core Services

- Labour relations
- Regulatory compliance
- HR policy administration
- Recruitment & selection
- Payroll & compensation administration
- Employee engagement and recognition
- Health, safety, and wellness

Key Operating Changes from 2024 Approved Budget

↑	$4,000	Increase in the number of job postings on professional and municipal websites. Costs of advertising on specialized sites has increased
↑	$5,000	Legal fees for employment/labour relations matters
↓	$55,000	Contracted services reduced as one-time expenses were incurred in 2024 for the Employee Engagement Survey and the Non-Union & Council Compensation Review
↑	$5,000	External HR investigations, employee assistance program, and other HR assessments

Corporate Wide HR Operating Changes from 2024

- Estimates included for compensation increases due to collective agreements that are not settled for 2025
- Estimates included for the non-union cost-of-living increase and for implementation of the non-union compensation review (completing the review was a 2024 strategic initiative)
- Full year impact of salaries & benefits for the new or converted positions approved in 2024
- New positions as outlined in Appendix A
- Thorough review of staff vacancies and other staffing costs (ex. overtime) completed, and adjustments made where operationally feasible
- Eligibility for Volunteer Firefighters to enroll in the OMERS pension plan

Key Operating Expenses

$8,000 Health & Safety Committee & Training

$14,000 Job advertisements

$13,500 Memberships, travel, conferences, training, and seminars

$40,000 Employee-related legal costs

$30,000 Corporate Training

Table 17: Human Resources- Draft operating budget by category

HR	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	-	-	-	-	0%
Licenses, Permits	-	-	-	-	0%
Rents	-	-	-	-	0%
Other Revenue	-	-	-	-	0%
From Reserves/Reserve Funds	(10,000)	(135,000)	-	135,000	-100%
Total Budgeted Revenue	**(10,000)**	**(135,000)**	**-**	**135,000**	
Expenses					
Salaries, Wages & Benefits	435,600	500,900	479,080	(21,820)	-4%
Debt Principal & Interest	-	-	-	-	0%
Insurance	-	-	-	-	0%
Utilities	-	-	-	-	0%
Contracted Services	5,000	65,000	10,000	(55,000)	-85%
Supplies, Materials & Other	165,000	143,500	151,900	8,400	6%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	-	-	-	-	0%
Internal Allocations	(168,900)	(168,900)	(173,970)	(5,070)	3%
Total Budgeted Expenses	**436,700**	**540,500**	**467,010**	**(73,490)**	
Net Budgeted Levy Requirements	**426,700**	**405,500**	**467,010**	**61,510**	**15%**

Strategic Alignment

Table 18: Human Resources - Strategic Initiatives

Initiatives for 2025	Responsible Division/Dept	Approximate Budget Impact
Strategic Priority: Organizational Effectiveness		
Review and update HR policies for consistency is ongoing	Human Resources	In-house
Employee Engagement Survey to be completed by end of 2024. Results will be reviewed for implementation in 2025 and beyond.	Human Resources	In-house

3.5. Chief Administrative Officer & Corporate Services, Strategy & Innovation Department

Overview of Office of Chief Administrative Officer (CAO)

The Office of the Chief Administrative Officer consists of 1.5 full-time equivalent positions. The position of Executive Research Assistant is shared with the Community and Customer Services Department. The Chief Administrative Officer provides oversight and co-ordination of the entire Loyalist Township corporation and is the direct liaison with members of Council. The CAO is responsible for the alignment of the corporation with the Strategic Plan as approved by Council. The Office of the CAO is separate from Corporate Services; however, it is included in this section of the Budget Binder as Council is specifically administered by the Clerk's division which is part of Corporate Services, Strategy and Innovation Department.

Overview of Corporate Services, Strategy and Innovation Department

The Corporate Services, Strategy and Innovation Department consists of three service areas (Clerks, Information Technology and Marketing and Communications) with a total of 15.6 full-time equivalent (FTE) staff plus seven part-time (PT) members of Council. The CSSI Department operates out of the Township's municipal office in Odessa and provide Township-wide administrative support in addition to providing services directly to the public. The department also leads the Township's asset management program and supports operational divisions with strategic projects. The department supports the development and implementation of organizational strategies, technology, best practices, and processes to ensure quality corporate reporting and communications, information management, and support for strategic programs.

The net operating budget of the CSSI Department, including the office of the CAO, is proposed at $2.8 million, which is an increase of 14% from the 2024 approved budget. The 2025 draft operating budget is summarized by category in Table 19.

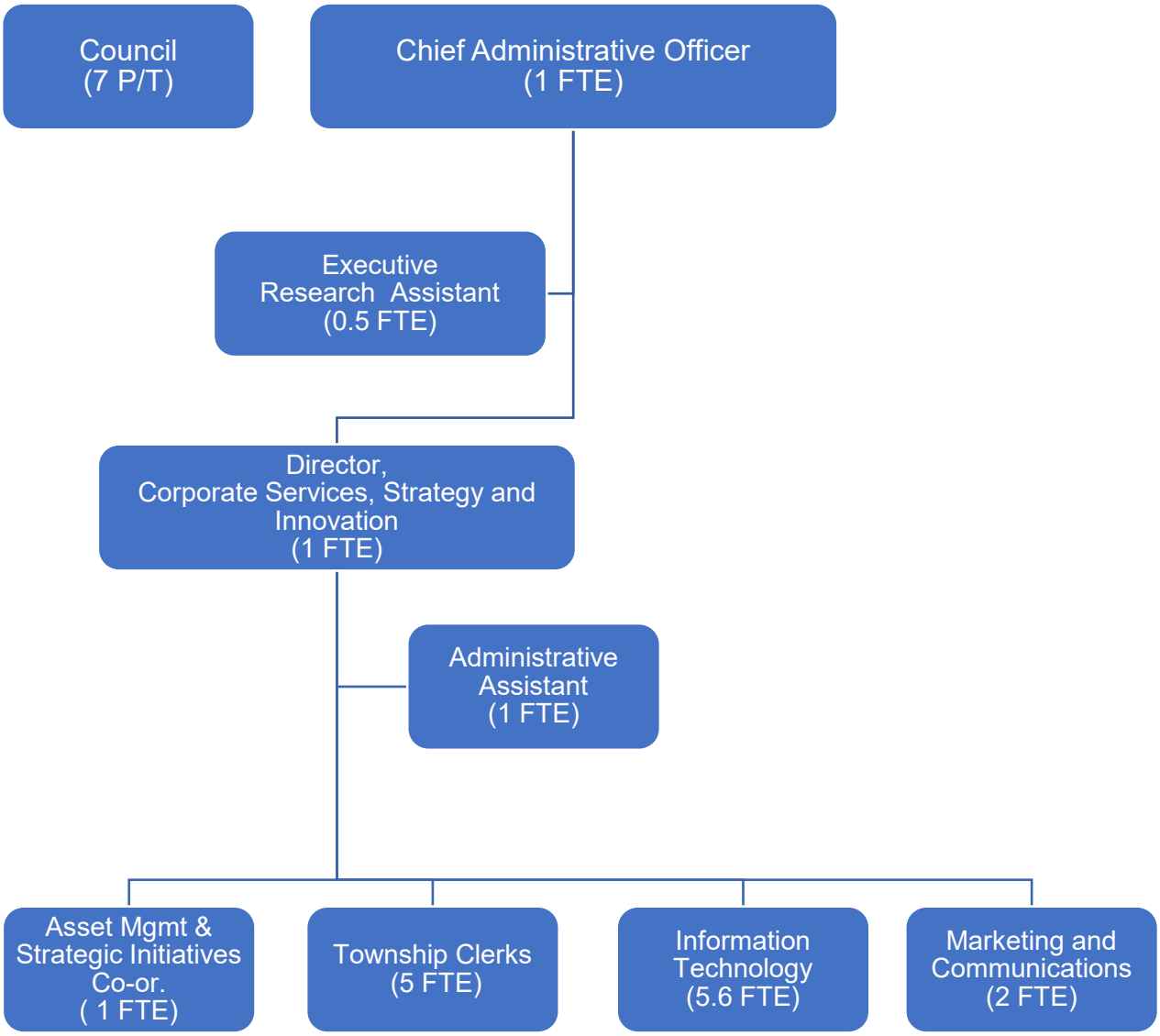

Council
(7 P/T)
Chief Administrative Officer
(1 FTE)
Executive
Research Assistant
(0.5 FTE)
Director,
Corporate Services, Strategy and
Innovation
(1 FTE)
Administrative
Assistant
(1 FTE)
Asset Mgmt &
Strategic Initiatives
Co-or.
(1 FTE)
Township Clerks
(5 FTE)
Information
Technology
(5.6 FTE)
Marketing and
Communications
(2 FTE)

Table 19: CAO, Corporate Services, Strategy and Innovation - Draft operating budget by category

CSSI	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(19,800)	(27,300)	(27,540)	(240)	1%
Licenses, Permits	(4,800)	(11,800)	(15,600)	(3,800)	32%
Rents	(20,000)	(20,000)	(18,500)	1,500	-8%
Other Revenue	(4,000)	(5,000)	(15,300)	(10,300)	206%
From Reserves/Reserve Funds	(100,000)	(160,000)	(110,000)	50,000	-31%
Total Budgeted Revenue	**(148,600)**	**(224,100)**	**(186,940)**	**37,160**	
Expenses					
Salaries, Wages & Benefits	1,660,100	1,993,100	2,233,890	240,790	12%
Debt Principal & Interest	-	-	-	-	0%
Insurance	139,000	152,800	160,100	7,300	5%
Utilities	-	-	-	-	0%
Contracted Services	148,500	115,000	216,000	101,000	88%
Supplies, Materials & Other	1,168,100	1,194,380	1,173,780	(20,600)	-2%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	32,900	52,900	43,000	(9,900)	-19%
Internal Allocations	(831,000)	(832,400)	(842,090)	(9,690)	1%
Total Budgeted Expenses	**2,317,600**	**2,675,780**	**2,984,680**	**308,900**	
Net Budgeted Levy Requirements	**2,169,000**	**2,451,680**	**2,797,740**	**346,060**	**14%**

Strategic Alignment

Table 20: Corporate Services, Strategy & Innovation - Strategic Initiatives

Initiatives for 2025	Responsible Division/Dept	Approximate Budget Impact
Strategic Priority: Strong Communities		
Continue to distribute a Welcome Package for new residents, businesses and visitors – initial work was completed in 2024 including the purchase of promotional products	Communications / CSSI	$500 for print products
Develop an integrated communications and marketing strategy	Communications / CSSI	In-house

Initiatives for 2025	Responsible Division/Dept	Approximate Budget Impact
Increase promotion and adoption of online Community Engagement Platform that was implemented in 2024	Communications & IT / CSSI	$13,650
Promote food security in all communities through activities planned through the continued operation of the multi-organization working group that was established in 2024	CSSI / Communications	In-house
Develop Diversity, Equity and Inclusion Commitment and Action Plan	CAO	In-house
Continue semi-annual Community Town Hall meetings	CAO	In-house
Strategic Priority: Sustainable Infrastructure and Services		
Complete next milestone of the Asset Management Plan due in 2025 requiring updates to the proposed levels of service	CSSI	In-house
Continue work of the cross-department working groups to refine configuration of asset management software and improve functionality for the Asset Management Plan	CSSI	In-house
Develop a corporate strategy for grant application and management, fundraising, sponsorship, and Township grants with the support of operating divisions	CSSI	In-house
Finalize and implement an IT Master Plan and Cyber Incident Response Plan	IT / CSSI	$55,000
Review and plan for township office space needs	CAO	In-house
Strategic Priority: Organizational Effectiveness		

Initiatives for 2025	Responsible Division/Dept	Approximate Budget Impact
Undertake IT upgrades to reduce risk to business continuity and improve reliability and resilience	IT / CSSI	$20,000
Finalize and implement ward boundary review. Budgeted for third party to finalize the review, the analysis and report. Work commenced in 2024.	Clerk / CSSI	$40,000
Develop and implement corporate policy framework	Clerk / CSSI	In-house
Develop Customer Service framework, including service level benchmarks, to improve efficiency and effectiveness in service delivery	CSSI / All departments	In-house
Implement cross-departmental working group to refine configuration of customer service software and improve customer service	CSSI / All departments	In-house
Develop corporate records management plan	Clerk / CSSI	In-house

Budget Highlights

The 2025 draft budget reflects Corporate Services, Strategy & Innovation, Finance and Human Resources as separate departments which was as a result of a restructuring which took place in 2024 whereby the Finance and Human Resources Departments report directly to the CAO as well as the addition of a Strategy and Innovation area in Corporate Services.

CAO, Council, Corporate Services, Strategy & Innovation, and Asset Management

Core Services

- Chief Administrative Officer
- Executive Assistant to CAO, Mayor and Deputy Mayor
- Director, CSSI, administrative support
- Strategy and innovation
- Asset management

Key Operating Changes from 2024 Approved Budget		
↑	$70,000	Post retirement benefits per actuarial study (expense)
↑	$123,100	Compensation impacts as described in HR section including full year impact of Asset Management and Strategic Initiatives Coordinator in this area (expense)
↑	$7,300	Increased corporate insurance premiums (expense)
↑	$20,000	Increased corporate legal fees (expense)
↓	$15,000	Contracted consulting services due to reduced number of studies required in 2025 (expense)

Key Operating Expenses

$100,000
Legal costs

$160,000
General liability insurance

$15,000
Odessa office postage costs

$75,500
Memberships, conferences, seminars, travel for Council and staff

$70,000
Post-retirement benefits (corporate-wide)

Table 21- CAO, Council, General CSSI including Asset Management and Strategy & Innovation – draft operating budget

CSSI - CAO, Council, General	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	-	-	-	-	0%
Licenses, Permits	-	-	-	-	0%
Rents	-	-	-	-	0%
Other Revenue	(100)	(100)	(5,000)	(4,900)	4900%
From Reserves/Reserve Funds	(75,000)	(75,000)	-	75,000	-100%
Total Budgeted Revenue	**(75,100)**	**(75,100)**	**(5,000)**	**70,100**	
Expenses					
Salaries, Wages & Benefits	231,000	223,500	229,270	5,770	3%
Debt Principle & Interest	-	-	-	-	0%
Insurance	-	-	-	-	0%
Utilities	-	-	-	-	0%
Contracted Services	75,000	75,000	-	(75,000)	-100%
Supplies, Materials & Other	88,500	79,780	82,380	2,600	3%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	15,000	15,000	20,000	5,000	33%
Internal Allocations	-	-	-	-	0%
Total Budgeted Expenses	**409,500**	**393,280**	**331,650**	**(61,630)**	
Net Budgeted Levy Requirements	**334,400**	**318,180**	**326,650**	**8,470**	**3%**

Clerk, Cemeteries and Election

Core Services

- Legislative support
- Council meetings, agendas, minutes, and by-laws
- Customer service/reception
- Records management
- Accessibility
- Cemeteries administration and management (in partnership with Parks)
- Commissioner services
- Licensing
- Election management

Key Operating Expenses

$49,000 Cemetery maintenance

$20,000 Contribution to Election reserve

$10,500 Memberships, conferences, seminars and travel

Key Operating Changes from 2024 Approved Budget

↓	$75,000	Contracted consulting services due to reduced number of studies required in 2025 (expense)
↑	$34,000	Cemetery contracted services (expense)
↑	$5,700	Cemetery fees and charges (revenue)
↑	$16,100	Compensation impacts as described in HR section (expense)
→	$0	Transition to full-time Records and Privacy Specialist position funded through savings associated with the vacant part-time File Clerk and the adjustment of the Deputy Clerk – Legislative Services position to Legislative Coordinator (expected 2026 requirement $17,500) (expense)

Table 22 - Clerks, Cemeteries, and Election - draft operating budget

CSSI - Clerk, Cemeteries, Election	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(19,800)	(27,300)	(27,540)	(240)	1%
Licenses, Permits	(4,800)	(11,800)	(15,600)	(3,800)	32%
Rents	(20,000)	(20,000)	(18,500)	1,500	-8%
Other Revenue	(3,900)	(4,900)	(10,300)	(5,400)	110%
From Reserves/Reserve Funds	(25,000)	-	(25,000)	(25,000)	0%
Total Budgeted Revenue	**(73,500)**	**(64,000)**	**(96,940)**	**(32,940)**	
Expenses					
Salaries, Wages & Benefits	763,700	1,080,700	1,295,670	214,970	20%
Debt Principle & Interest	-	-	-	-	0%
Insurance	139,000	152,800	160,100	7,300	5%
Utilities	-	-	-	-	0%
Contracted Services	73,500	40,000	136,000	96,000	240%
Supplies, Materials & Other	181,100	178,300	221,800	43,500	24%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	17,900	37,900	23,000	(14,900)	-39%
Internal Allocations	(328,500)	(329,900)	(339,760)	(9,860)	3%
Total Budgeted Expenses	**846,700**	**1,159,800**	**1,496,810**	**337,010**	
Net Budgeted Levy Requirements	**773,200**	**1,095,800**	**1,399,870**	**304,070**	**28%**

Information Technology

Core Services

- Applications management
- Security and network management
- IT infrastructure management
- Geographic Information Services (GIS)
- End user technical support
- New IT initiatives

Key Operating Changes from 2024 Approved Budget		
↑	$13,000	Addition of second GIS Summer Student to assist Clerks division with cemetery requirements (expense)
↑	$20,000	Increased expenses associated with renewing the Managed Service Provider contract (expense)
↑	$10,000	Increase in software driven through increases from vendors (expense)
↑	$30,000	Professional fees for cyber security services (expense)
↓	$5,000	Reduction in printer supplies (expense)
↑	$3,000	Increase in computer supplies (expense)

Key Operating Expenses

- $28,000 Computer & Printer supplies
- $80,000 Internet costs
- $580,000 Software licenses
- $80,000 Contracted Services

Table 23 - Information Technology - draft operating budget

CSSI - Information Technology	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	-	-	-	-	0%
Licenses, Permits	-	-	-	-	0%
Rents	-	-	-	-	0%
Other Revenue	-	-	-	-	0%
From Reserves/Reserve Funds	-	(85,000)	(85,000)	-	0%
Total Budgeted Revenue	**-**	**(85,000)**	**(85,000)**	**-**	
Expenses					
Salaries, Wages & Benefits	442,600	484,900	494,050	9,150	2%
Debt Principle & Interest	-	-	-	-	0%
Insurance	-	-	-	-	0%
Utilities	-	-	-	-	0%
Contracted Services	-	-	80,000	80,000	0%
Supplies, Materials & Other	844,500	899,300	828,100	(71,200)	-8%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	-	-	-	-	0%
Internal Allocations	(428,500)	(428,500)	(426,110)	2,390	-1%
Total Budgeted Expenses	**858,600**	**955,700**	**976,040**	**20,340**	
Net Budgeted Levy Requirements	**858,600**	**870,700**	**891,040**	**20,340**	**2%**

Marketing and Communications

Core Services

- Internal and external communications
- Public engagement & web streaming
- Website & social media management
- Emergency information
- Advertising & sponsorships
- Corporate identity

Key Operating Changes from 2024 Approved Budget

↑	$4,000	Corporate advertising increase for community-wide postcard mailings net of changes to household distribution of other media (expense)

Key Operating Expenses

$6,500
Municipal Calendar net of distribution

$11,500
Mobile Billboards

$10,000
Quarterly Direct Mail Information to Township Households

Table 24 - Marketing and Communications - draft operating budget

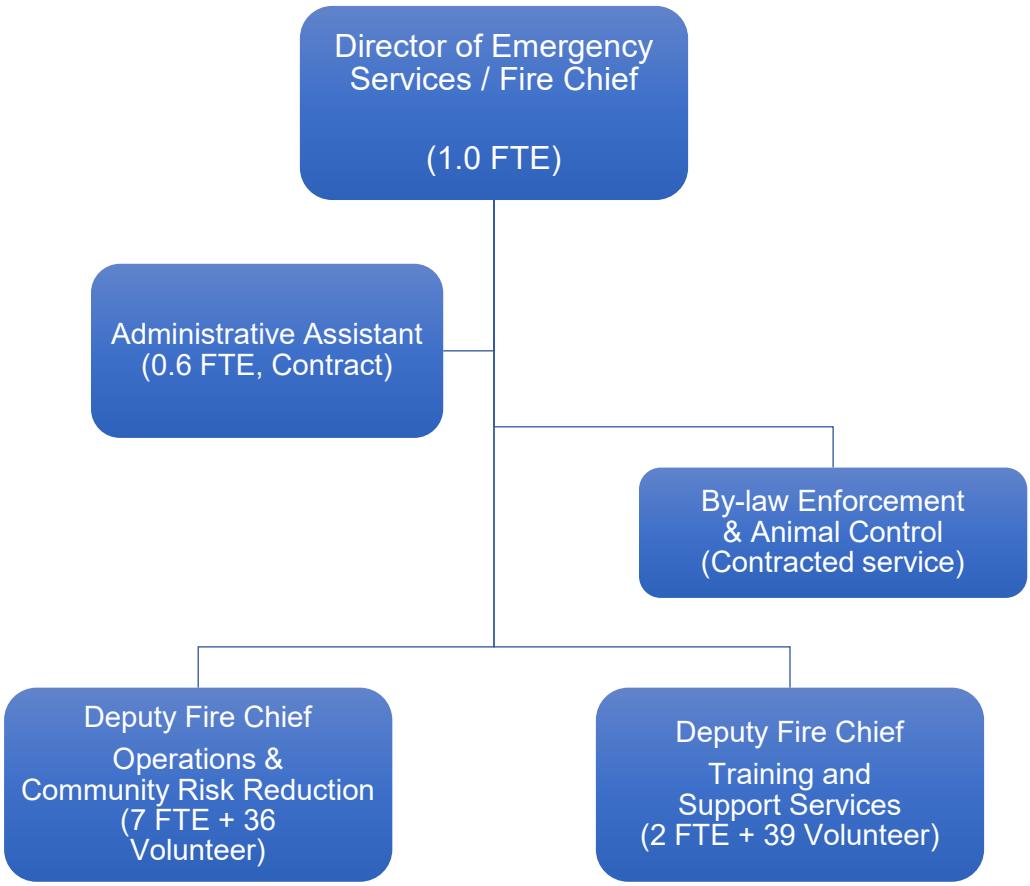
CSSI - Marketing & Communications	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	-	-	-	-	0%
Licenses, Permits	-	-	-	-	0%
Rents	-	-	-	-	0%
Other Revenue	-	-	-	-	0%
From Reserves/Reserve Funds	-	-	-	-	0%
Total Budgeted Revenue	**-**	**-**	**-**	**-**	
Expenses					
Salaries, Wages & Benefits	222,800	204,000	214,900	10,900	5%
Debt Principle & Interest	-	-	-	-	0%
Insurance	-	-	-	-	0%
Utilities	-	-	-	-	0%
Contracted Services	-	-	-	-	0%
Supplies, Materials & Other	54,000	37,000	41,500	4,500	12%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	-	-	-	-	0%
Internal Allocations	(74,000)	(74,000)	(76,220)	(2,220)	3%
Total Budgeted Expenses	**202,800**	**167,000**	**180,180**	**13,180**	
Net Budgeted Levy Requirements	**202,800**	**167,000**	**180,180**	**13,180**	**8%**

3.6. Emergency Services

Overview of Department

The Emergency Services department offers a first line of emergency response and consists of the two divisions listed below with a total of 10.6 FTE staff and 75 volunteer firefighters.

The department operates out of four fire stations located in Odessa, Amherstview, Bath and Amherst Island. Additionally, the department uses and maintains approximately 30 vehicles including rescue units, pumpers, tankers squads, wildland units and pickup trucks. The department's organizational chart and core services are summarized below.



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Core Services

- Public Education and Prevention
- Fire Safety Standards and Code Enforcement
- Emergency Response
- Firefightger Training
- Testing and Maintenance of fleet, facilities and equipment
- Emergency Management
- By-Law Enforcement and Animal Control
- Annual compliance and reporting

Key Operating Changes from 2024 Approved Budget		
↑	$15,360	Overtime (expense)
↑	$33,000	Training and Recertification Courses (expense)
↑	$20,000	Repair and Replacement of Bunker Gear (expense)
↑	$2,500	Fuel (expense)
↑	$20,000	Radio and Pager Repair and Replacement (expense)

Emergency Services net operating budget is proposed at $2.86 million, which is an increase of 14% from the 2024 approved budget. The department's 2025 draft operating budget is summarized by category in Table 25. Between 2022 and 2024, by-law enforcement and animal control were moved to this department, an internal fire inspector was hired that was partially devoted to by-law enforcement, and a part-time administrative assistant position was added.

Key Operating Revenue & Expenses

- $682,400 Part-time wages & benefits
- $33,800 Emergency Dispatching costs
- $363,500 Training costs (labour and course fees)
- $38,300 Public Education costs
- $35,000 Radio and Pager Repair and Repalcement costs
- $269,300 Fire Department Fleet costs
- $20,000 Training Centre revenue

Additional training funds have been added to the 2025 draft budget to ensure compliance with the mandatory certification legislation that comes into effect on July 1, 2026, and July 1, 2028.

Table 25: Emergency General Services - Draft operating budget

EMS - General	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(80,200)	(99,000)	(71,060)	27,940	-28%
Licenses, Permits	-	(7,400)	(1,900)	5,500	-74%
Rents	-	-	-	-	0%
Other Revenue	-	-	(2,000)	(2,000)	0%
From Reserves/Reserve Funds	(5,000)	(5,000)	(1,200)	3,800	-76%
Total Budgeted Revenue	**(85,200)**	**(111,400)**	**(76,160)**	**35,240**	
Expenses					
Salaries, Wages & Benefits	1,750,600	1,915,000	2,218,790	303,790	16%
Debt Principle & Interest	-	-	-	-	0%
Insurance	55,700	61,700	67,500	5,800	9%
Utilities	66,000	68,600	69,500	900	1%
Contracted Services	22,000	24,000	31,150	7,150	30%
Supplies, Materials & Other	326,400	364,700	390,600	25,900	7%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	-	12,500	11,600	(900)	-7%
Internal Allocations	15,000	15,000	16,150	1,150	8%
Total Budgeted Expenses	**2,235,700**	**2,461,500**	**2,805,290**	**343,790**	
Net Budgeted Levy Requirements	**2,150,500**	**2,350,100**	**2,729,130**	**379,030**	**16%**

Table 26: By-law Enforcement and Animal Control - Draft operating budget

EMS - Bylaw	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(16,000)	(16,000)	(28,600)	(12,600)	79%
Licenses, Permits	(27,000)	(27,000)	(24,800)	2,200	-8%
Rents	-	-	-	-	0%
Other Revenue	(8,000)	(8,000)	(14,800)	(6,800)	85%
From Reserves/Reserve Funds	-	-	-	-	0%
Total Budgeted Revenue	**(51,000)**	**(51,000)**	**(68,200)**	**(17,200)**	
Expenses					
Salaries, Wages & Benefits	29,300	62,900	58,960	(3,940)	-6%
Debt Principle & Interest	-	-	-	-	0%
Insurance	-	-	-	-	0%
Utilities	-	-	-	-	0%
Contracted Services	40,000	42,000	44,500	2,500	6%
Supplies, Materials & Other	92,300	102,700	103,600	900	1%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	-	-	-	-	0%
Internal Allocations	-	-	-	-	0%
Total Budgeted Expenses	**161,600**	**207,600**	**207,060**	**(540)**	
Net Budgeted Levy Requirements	**110,600**	**156,600**	**138,860**	**(17,740)**	**-11%**

Strategic Alignment

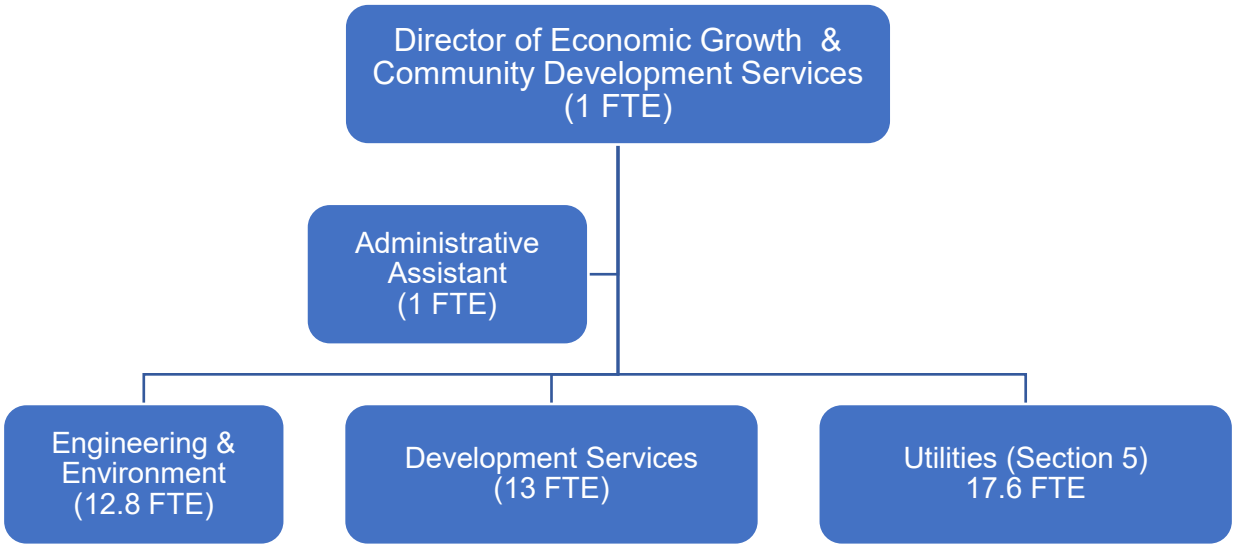
Table 27: Emergency Services - Strategic Initiatives

Strategic Initiatives for 2025	Approximate Budget Impact
Strategic Priority: Strong Communities	
Establish a Committee or Working Group to develop actions from the Community Safety and Well-being Plan	In-house
Review and update the Municipal Emergency Management Plan	In-house
Develop a modern Fire Prevention and Public Education program	In-house
Strategic Priority: Sustainable Infrastructure and Services	
Fire Master Plan	$80,000 (2024 Budget)
Develop a long-term Emergency Services Training Centre Business Plan	In-house
Audit of communication infrastructure and hardware	Emergency Preparedness Grant
Strategic Priority: Organizational Effectiveness	
Update emergency response plan and develop individual plans for evacuation; heating/cooling centres	In-house
Update continuity of operation plans for all Divisions	In-house
2025 Volunteer Firefighter Recruitment (16 Firefighters)	$140,000
Modernize Fleet replacement schedule and update Asset Management Plan	In-house
Review of the By-law division	In-house
Implement a Cancer Prevention Program	Fire Protection Grant

3.7. Economic Growth and Community Development Services

Overview of Department

The Economic Growth and Community Development Services (EGCDS) department consists of the three divisions noted below and employs 45.4 FTE staff funded by both the general rate and utilities user rates. The department is primarily responsible for managing the overall growth and development of the Township. Furthermore, it also manages the Utilities division that is presented separately in Section 5. The other two divisions operate out of the Township's second municipal office located in Amherstview.



EGCDS' net operating budget is proposed at $1,286,900, which is an increase of $28,800 from the 2024 approved budget. The department's 2025 draft operating budget is summarized by category in Table 28.

Table 28: EGCDS - Draft Operating Budget by category

EGCDS - General Rate & Building	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(326,800)	(385,700)	(445,610)	(59,910)	16%
Licenses, Permits	(774,500)	(983,000)	(910,100)	72,900	-7%
Rents	-	-	-	-	0%
Other Revenue	(9,232,400)	(671,400)	(683,540)	(12,140)	2%
From Reserves/Reserve Funds	(656,000)	(154,100)	(56,150)	97,950	-64%
Total Budgeted Revenue	**(10,989,700)**	**(2,194,200)**	**(2,095,400)**	**98,800**	
Expenses					
Salaries, Wages & Benefits	2,169,900	2,271,100	2,299,200	28,100	1%
Debt Principal & Interest	-	-	-	-	0%
Insurance	16,700	17,500	18,800	1,300	7%
Utilities	2,000	2,000	1,000	(1,000)	-50%
Contracted Services	78,000	100,000	110,000	10,000	10%
Supplies, Materials & Other	1,711,300	489,600	383,395	(106,205)	-22%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	7,936,200	589,300	587,640	(1,660)	0%
Internal Allocations	(17,200)	(17,200)	(17,710)	(510)	3%
Total Budgeted Expenses	**11,896,900**	**3,452,300**	**3,382,325**	**(69,975)**	
Net Budgeted Levy Requirements	**907,200**	**1,258,100**	**1,286,925**	**28,825**	**2%**

Strategic Alignment

Table 29: EGCDS – Strategic Initiatives

Strategic Initiatives for 2025	Approximate Budget Impact
Strategic Priority: Strong Communities	
Project management for: Potter, Creighton, South, Main Reconstruction; Utilities Office Expansion; Lakeview and Bath SPS Emergency Generators; AWPCP Headworks Upgrades and Peak Flow Equalization; Solid Waste Management Master Plan; WJ Henderson Recreation Centre Renewal, Sir John Johnson and Pruyn Cres Rehabilitation, Lakeview Sewage Pumping Station Pump Replacement, Fairfield House Rehabilitation.	In-house (capital)
Strategic Priority: Sustainable Infrastructure and Services	
Support the continued development of the long-range financial plan.	In-house
Engineering Development Guidelines final draft and approval	In-house
Implementation of several new programs resulting from the Asset Management Plan including: Watermain relining, HVAC Replacement, Roof Replacement, Parking Lot and Pathway Replacement	In-house (capital)
Strategic Priority: Balanced Growth	
Complete Amherstview West Secondary Plan including technical reviews	$3,100 and In-house
Adoption and implementation of a water and sewer servicing allocation policy	In-house
Undertake Zoning By-law update including as-of-right regulations and reviewing zoning performance standards to allow for more forms of housing as well as review of agricultural lot sizes and including as of right regulations to implement on farm diversified and agricultural related uses. Mixed use zoning to encourage commercial opportunities will also be included in the update.	$20,000

Strategic Initiatives for 2025	Approximate Budget Impact
Lead the development of a new Bonding and Securities Policy which reviews appropriate levels of financial securities and instruments for private developer lead projects as well as internal Township led projects.	In-house
Participate in the County's housing needs assessment.	In-house
Identify appropriate affordable housing locations with the County. Review surplus land by-law and any other applicable by-laws and policies to determine modifications to encourage affordable housing.	In-house
Develop and implement a Business Retention and Expansion Plan.	$50,000
Complete organizational review to determine resources needed to support community economic development.	In house
Review and update heritage register and proceed with any designations	$3,700
Strategic Priority: Organizational Effectiveness	
Planning application fee review including development-related engineering application fees	In-house
Aid in the development of a new Capital Project Prioritization Policy to improve transparency of how the Township moves forward with selecting Capital projects.	In-house

Budget Highlights by Division

Engineering and Environment

The division's statement of purpose is to support internal and external stakeholders in the design, construction, and rehabilitation of Township infrastructure. This is achieved by creating and interpreting policy, promoting engagement, safeguarding and enhancing the environment, protecting Loyalist Township and its residents, utilizing taxpayer funds in a responsible and respectful manner, and through long term strategic planning. This is completed through the five core service areas:

Core Services

- Project Management
- Engineering Development
- Technical Expertise
- Environmental Stewardship
- Long-term Infrastructure Planning

Key Operating Expenses

$633,800
Wages and Benefits

Key Operating Changes from 2024 Approved Budget

Total Division expenses are decreasing ~1%

↓	$8,510	A combination of minor increases including wages, memberships, training from outside agency expenses and minor decreases including overtime, travel expenses, seminars and workshops, legal fees, internal allocations and Ontario One Call being reassigned to other divisions.

Table 30: EGCDS - Engineering and Environment draft operating budget

EGCDS - Engineering	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	-	-	-	-	0%
Licenses, Permits	-	-	-	-	0%
Rents	-	-	-	-	0%
Other Revenue	-	-	-	-	0%
From Reserves/Reserve Funds	(172,600)	-	-	-	0%
Total Budgeted Revenue	**(172,600)**	**-**	**-**	**-**	
Expenses					
Salaries, Wages & Benefits	562,800	636,300	636,800	500	0%
Debt Principle & Interest	-	-	-	-	0%
Insurance	-	-	-	-	0%
Utilities	-	-	-	-	0%
Contracted Services	42,000	-	-	-	0%
Supplies, Materials & Other	66,500	39,300	33,500	(5,800)	-15%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	-	-	-	-	0%
Internal Allocations	(107,100)	(107,100)	(110,310)	(3,210)	3%
Total Budgeted Expenses	**564,200**	**568,500**	**559,990**	**(8,510)**	
Net Budgeted Levy Requirements	**391,600**	**568,500**	**559,990**	**(8,510)**	**-1%**

Development

Core Services

- Planning application review and approval
- Building permit and septic application review and approval
- Building inspections
- Property standards
- Economic development and management of the Loyalist East Business Park
- Growth monitoring
- Administration of planning & development documents such as the building by-law, secondary plan, official plan, and zoning by-law
- Heritage Committee, including heritage permits and grant review and approval

Key Operating Changes from 2024 Approved Budget

↓	$52,300	Building permit, information and septic permit fees (revenue)
↓	$17,300	Planning Act application fees (revenue)
↓	$15,000	Planning consultant costs for planning application review (expense)
↓	$116,900	Planning Studies (expense)
↑	$50,000	Business, Retention & Expansion Plan (expense)

Key Operating Revenue & Expenses

- $90,700 Planning Act applications revenue
- $3,000 Heritage grant program
- $60,000 Building Permit Software annual license
- $855,700 Building permit, information and septic review fee revenue
- $50,000 BR&E Plan
- $20,000 Consultant fees for Zoning By-law Review (parking)
- $575,640 expected Loyalist East Business Park land sale revenue

Table 31: EGCDS – Development draft operating budget

EGCDS - Development	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(326,800)	(385,700)	(445,610)	(59,910)	16%
Licenses, Permits	(55,000)	(80,000)	(60,700)	19,300	-24%
Rents	-	-	-	-	0%
Other Revenue	(9,232,400)	(666,400)	(677,240)	(10,840)	2%
From Reserves/Reserve Funds	(438,600)	(145,000)	(13,100)	131,900	-91%
Total Budgeted Revenue	**(10,052,800)**	**(1,277,100)**	**(1,196,650)**	**80,450**	
Expenses					
Salaries, Wages & Benefits	980,200	953,800	984,980	31,180	3%
Debt Principle & Interest	-	-	-	-	0%
Insurance	-	-	-	-	0%
Utilities	2,000	2,000	1,000	(1,000)	-50%
Contracted Services	35,000	100,000	110,000	10,000	10%
Supplies, Materials & Other	1,627,000	364,200	263,895	(100,305)	-28%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	7,924,200	546,600	575,640	29,040	5%
Internal Allocations	-	-	-	-	0%
Total Budgeted Expenses	**10,568,400**	**1,966,600**	**1,935,515**	**(31,085)**	
Net Budgeted Levy Requirements	**515,600**	**689,500**	**738,865**	**49,365**	**7%**

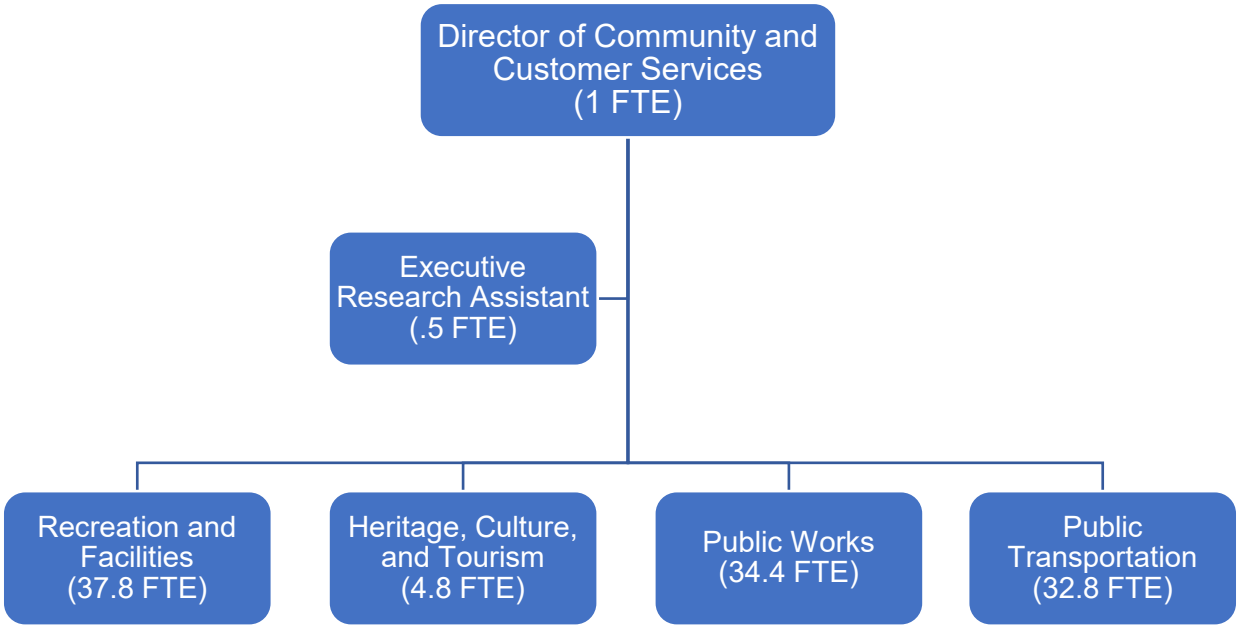
Table 32: EGCDS – Building draft operating budget

EGCDS - Building Division (User Rate)	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	-	-	-	-	0%
Licenses, Permits	(719,500)	(903,000)	(849,400)	53,600	-6%
Rents	-	-	-	-	0%
Other Revenue	-	(5,000)	(6,300)	(1,300)	26%
From Reserves/Reserve Funds	(44,800)	(9,100)	(43,050)	(33,950)	373%
Total Budgeted Revenue	**(764,300)**	**(917,100)**	**(898,750)**	**18,350**	
Expenses					
Salaries, Wages & Benefits	626,900	681,000	677,420	(3,580)	-1%
Debt Principle & Interest	-	-	-	-	0%
Insurance	16,700	17,500	18,800	1,300	7%
Utilities	-	-	-	-	0%
Contracted Services	1,000	-	-	-	0%
Supplies, Materials & Other	17,800	86,100	86,000	(100)	0%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	12,000	42,700	12,000	(30,700)	-72%
Internal Allocations	89,900	89,900	92,600	2,700	3%
Total Budgeted Expenses	**764,300**	**917,200**	**886,820**	**(30,380)**	
Net Budgeted Levy Requirements	**-**	**100**	**(11,930)**	**(12,030)**	**-12030%**

3.8. Community and Customer Services

Overview of Department

The Community and Customer Services (CCS) department employs 111.3 FTE staff and consists of the four divisions outlined below. The 2025 draft budget reflects the addition of staff required in Recreation and Facilities as a result of the WJ Henderson Recreation Centre Renewal Project. The Public Transportation Division (Transit and Amherst Island Ferry) are presented in Section 4.



The CCS department is responsible for most front-facing services to Township residents. These services include (but are not limited to) snowplowing, stormwater management, waste management, recreation and leisure programs, maximization of community enjoyment of parks and facilities, care and operation of historic sites and collections, cultural events and experiences and volunteer management. Community engagement, volunteerism and partnerships support the delivery of programs and services while strengthening and promoting health and wellbeing in our community.

The department is also responsible for significant capital infrastructure including road maintenance and construction, corporate fleet maintenance, maintenance and day to day operations of parks, sports fields, recreation, built heritage and municipal facilities.

Road Network

- ~110 km of gravel roads
- ~140 km of asphalt and surface treated roads
- ~1,000 streetlights
- ~30 bridges and culverts

Storm Network

- ~1,200 catchbasins
- ~500 manholes
- ~40 km of storm mains

Buildings

- 2 municipal offices
- 2 indoor recreation facilities
- 3 public works garages
- 1 facilities maintenance yard
- 6 sand and salt storage facilities
- 7 built heritage properties

Land Improvements

- ~40 park lands
- ~20 playgrounds
- 7 sports fields
- 2 boat launches

Fleet

- ~50 vehicles (excluding Emergency Services vehicles) including sidewalk plows, pickup trucks, dump trucks, light and heavy duty snowplows

The net operating budget for CCS is proposed at approximately $10.1 million, which is an approximate increase of 5% from the 2024 approved budget. The department's 2025 draft operating budget is summarized by category in the table below.

Table 33: CCS - Draft operating budget by category

CCS - General Rate	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(1,439,300)	(1,462,300)	(1,454,040)	8,260	-1%
Licenses, Permits	(16,500)	(17,000)	(19,450)	(2,450)	14%
Rents	(401,060)	(389,200)	(411,000)	(21,800)	6%
Other Revenue	(673,040)	(715,800)	(660,210)	55,590	-8%
From Reserves/Reserve Funds	(297,500)	(305,000)	(183,600)	121,400	-40%
Total Budgeted Revenue	**(2,827,400)**	**(2,889,300)**	**(2,728,300)**	**161,000**	
Expenses					
Salaries, Wages & Benefits	5,982,600	6,537,300	7,039,570	502,270	8%
Debt Principal & Interest	-	-	-	-	0%
Insurance	587,000	646,800	664,600	17,800	3%
Utilities	586,800	648,100	907,400	259,300	40%
Contracted Services	1,828,800	2,053,200	1,805,460	(247,740)	-12%
Supplies, Materials & Other	2,132,500	2,248,100	2,142,120	(105,980)	-5%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	329,200	332,000	268,060	(63,940)	-19%
Internal Allocations	28,200	28,200	24,650	(3,550)	-13%
Total Budgeted Expenses	**11,475,100**	**12,493,700**	**12,851,860**	**358,160**	
Net Budgeted Levy Requirements	**8,647,700**	**9,604,400**	**10,123,560**	**519,160**	**5%**

Strategic Alignment

Table 34: CCS - Strategic Initiatives

Strategic Initiatives for 2025	Approximate Budget Impact
Strategic Priority: Strong Communities	
Create balanced, accessible, and inclusive opportunities for recreation, leisure, culture and events within each community through the development of an events strategy.	In-house
Establish cultural program offerings at museums and historic sites. Annual initiative.	In-house
Identify gaps and opportunities for increased partnerships with outside agencies by networking with industry stakeholders and professionals to expand tourism opportunities. Annual initiative.	In-house
Develop a volunteer program to support attraction, retention, and recognition through the implementation of a Civic Awards program. Program established and implemented in 2024, to be continued annually.	$900
Partner and acknowledge diverse groups within the Township and celebrate them and their contributions (cultural holidays, special weeks). Annual initiative.	$2,000
Coordinate and implement traffic calming projects	$320,000 Capital (Eng)
Develop and implement a Youth Engagement Plan with focus on connecting youth with co-op, partnerships, volunteer, engagement and participation opportunities	In-house (multi-year initiative, to begin in 2025)
Establish Senior and Youth Centre within existing facilities	In-house
Develop plan to identify signage and recognize historic settlement areas.	In-house
Replace all Park signs with new updated design	$181,000

Strategic Initiatives for 2025	Approximate Budget Impact
Strategic Priority: Sustainable Infrastructure and Services	
Undertake steps to initiate an Arts, Culture and Heritage Master Plan that will begin during the term of the Strategic Plan.	$125,000
Develop and implement a Waste Management Master Plan and complete Odessa Stormwater Master Plan and modelling	$150,000
Further develop partnership with the County of Lennox and Addington and the City of Kingston for the supply of Winter Control Liquid (DLA)	$4,800
Further develop inputs to the Asset Management Program for non-core assets	In-house
Undertake Parks and Recreation Master Plan to be implemented during term of Strategic Plan	$175,000
Implement Recreation Service Delivery Review Plan • Recreation Equity, Diversity, and Inclusion Policy • Affordable Access to Recreation Policy • Emphasize and leverage partnerships (annual initiative) Support training, education, and professional development	 In-house In-house In-house $5,000
Increase partnership with neighbouring municipalities and community groups to provide additional or enhanced services • Amherst Island Recreation Association – 3-year agreement executed and implemented in 2024 • Others to be identified	$5,000 annually
Complete rate study for ferry service for sustainable future operations	$50,000
Strategic Priority: Balanced Growth	

Strategic Initiatives for 2025	Approximate Budget Impact
Create museum policies and procedures to align with the Standards for Community Museums in Ontario.	In-house
Introduce naturalization of Township property policy	In-house
Provide accessible transit services pilot project in Amherstview, Odessa and Bath	$50,000
Strategic Priority: Organizational Effectiveness	
Develop and communicate long term workplans to ensure internal effectiveness. Annual initiative.	In-house
Review and revise outdated by-laws • Update the Parks By-law	In-house
Complete marine-specific courses and training for ferry staff	$30,000

Budget Highlights by Division

Recreation and Facilities

Core Services

- Development, promotion and implementation of inclusive recreation and leisure programming and events for all ages in all communities, both active and in-active experiences.
- Planning and operation of aquatic services, promoting life skills and healthy active living for all ages.
- Customer and business services including facility and sport field allocation and contracting, facility use maximization and management of rental inquiries.
- Front facing customer service experience both at recreation facilities and online.
- Develop and foster partnerships with community groups and agencies for the effective delivery of services to residents.
- Parks, trails and sports field inspections, maintenance and management.
- Township beautification through horticulture program and urban forest mangement.
- Facilities maintenance including recreation facilities, libraries, community buildings, heritage sites, municipal offices and garages.
- Management of relevant capital projects.

Key Revenue & Operating Expenses

$1,041,830 Park Maintenance including Horticulture and Tree programs	$727,200 Utilities (not including fire stations, water/sewer, public works facilities)	$469,210 Contacted Services	$185,000 Manitou Office Lease	$169,270 Net facility costs of 7 Designated Heritage Properties
$150,230 Sports Field Maintenance	$315,000 Arena Rental Revenue (note: closed Apr 1 to Sept 1)	$158,700 Recreation & Leisure Program Revenue	$40,000 Aquatic Program Facility Rentals (expense)	$32,000 Recreation & Facility Rental Marketing & Communications

W.J. Henderson Renewal Project 2025 Impact
(as per Validation Report)

Utilities +$253,700	Staffing +$204,000	Arena closed April 1 to September 1

Key Operating Changes from 2024 Approved Budget		
↑	$38,700	Recreation & Aquatic Programs Fees & User Charges (revenue)
↑	$4,900	Arena Revenue – despite April 1 to September 1 2025 closure due to construction (revenue)
↓	$25,900	Commemorative Program (revenue, and off setting expense)
↓	$16,000	Advertising (programming and rentals) (expense)
↑	$35,110	Contracted services – All budget departments combined Recreation & Facilities (expense)
↓	$26,000	Materials & Supplies – All budget departments combined Recreation & Facilities (expense)
↓	$9,900	Maintenance – All budget departments combined Recreation & Facilities (expense)
↑	$253,700	Utilities due to W.J. Henderson Recreation Centre Renewal – as per validation report (expense)
↑	$204,279	Staffing due to W.J. Henderson Recreation Centre Renewal – as per validation report (expense)
↑	$7,880	Facility operating costs - Fairfield-Gutzeit House (2025 reopening) (expense)
↑	$5,000	Fee for Service - Amherst Island Recreation Committee (expense)
↑	$10,000 $56,530	Rental Revenue - Amherst Island Community Hall (revenue) Contracted Services, Lease - Amherst Island Community Hall (expense)

Table 35: CCS - Recreation and Facilities - Draft operating budget by category

CCS - Recreation & Facilities	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(246,900)	(222,600)	(253,800)	(31,200)	14%
Licenses, Permits	-	-	-	-	0%
Rents	(397,060)	(386,700)	(408,000)	(21,300)	6%
Other Revenue	(12,140)	(57,800)	(31,560)	26,240	-45%
From Reserves/Reserve Funds	-	(65,000)	-	65,000	-100%
Total Budgeted Revenue	**(656,100)**	**(732,100)**	**(693,360)**	**38,740**	
Expenses					
Salaries, Wages & Benefits	2,532,600	2,713,600	2,989,960	276,360	10%
Debt Principle & Interest	-	-	-	-	0%
Insurance	161,500	178,600	187,900	9,300	5%
Utilities	421,600	461,300	727,200	265,900	58%
Contracted Services	278,200	444,600	479,210	34,610	8%
Supplies, Materials & Other	626,700	517,400	630,110	112,710	22%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	7,200	10,000	4,860	(5,140)	-51%
Internal Allocations	11,300	11,300	18,040	6,740	60%
Total Budgeted Expenses	**4,039,100**	**4,336,800**	**5,037,280**	**700,480**	
Net Budgeted Levy Requirements	**3,383,000**	**3,604,700**	**4,343,920**	**739,220**	**21%**

Heritage, Culture, and Tourism (HCT)

Core Services

- Plan, organize, and implement Township hosted community events with a key focus on creating inclusive, accessible, and meaningful experiences for residents and visitors to enjoy and celebrate Loyalist Township.
- Ensure the stewardship of four Township owned historic sites, including the management and care of the four corresponding Township owned historic collections.
- Foster collaborative partnerships with community stakeholders and volunteer organizations.
- Lead volunteer engagement, activation, and recognition.
- Develop and implement community activations that appeal to a variety of demographics.
- Continue to strengthen and enhance Loyalist Township by expanding opportunities to share and celebrate cultural diversity.
- Work with local businesses and stakeholders to promote and encourage the development of tourism.

Key Operating Revenue and Expenses

$20,000 Care of three Township owned collections , furniture and equipment, 24 site activations at Bath Museum & Babcock Mill, and funds required to support the FHHA Agreement.	$10,300 Funds required to re-open Fairfield Gutzeit House post restoration, including care of collection, exhibition and staging, furniture and equipment, and signature events.	$3,000 Activation of the new Gord Downie and Chanie Wenjack Legacy Space.
$73,600 Six summer students required to operate three historic sites from May to September.	$30,900 Expenses related to the planning and facilitation of ten Township hosted events, including supplies, contracted services and advertising.	$37,100 Expenses related to the Township hosted Bath Canada Day event.
$12,900 Revenue from site donations, ticket and gift shop sales, admissions and student grant funding.	$6,500 Revenue received from sponsorships, donations, and grants to support ten Township hosted events.	$37,100 Revenue received from sponsors, grants, and reserves to fund the Bath Canada Day event.

Key Operating Changes from 2024 Approved Budget

↑	$5,000	Increase in furniture and equipment to support the reopening of the Fairfield Gutzeit House post restoration. (expense)
↑	$3,900	Increase in revenue from the implementation of shoulder season activities at the Bath Museum, introduction of charged tours at the Fairfield Gutzeit House, admission by donation at the Bath Museum and Babcock Mill, and gift shop sales at the historic sites. (revenue)
↑	$3,000	Implementation and activation of the Gord Downie and Chanie Wenjack Legacy Space. (expense)
↑	$10,200	Increase in revenue from sponsorships and grants to support Township hosted event operations, including Bath Canada Day. (revenue)

Table 36: CCS - HCT - Draft operating budget by category

CCS - HCT	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(100)	(15,100)	(23,000)	(7,900)	52%
Licenses, Permits	-	-	-	-	0%
Rents	(4,000)	(2,500)	(3,000)	(500)	20%
Other Revenue	(25,500)	(16,600)	(17,900)	(1,300)	8%
From Reserves/Reserve Funds	(17,500)	(15,000)	(12,600)	2,400	-16%
Total Budgeted Revenue	**(47,100)**	**(49,200)**	**(56,500)**	**(7,300)**	
Expenses					
Salaries, Wages & Benefits	379,400	473,100	514,180	41,080	9%
Debt Principle & Interest	-	-	-	-	0%
Insurance	-	-	-	-	0%
Utilities	-	-	-	-	0%
Contracted Services	75,600	59,600	62,600	3,000	5%
Supplies, Materials & Other	67,900	62,800	64,700	1,900	3%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	-	-	-	-	0%
Internal Allocations	1,300	1,300	1,340	40	3%
Total Budgeted Expenses	**524,200**	**596,800**	**642,820**	**46,020**	
Net Budgeted Levy Requirements	**477,100**	**547,600**	**586,320**	**38,720**	**7%**

Public Works

Core Services

- Stormwater conveyance and facility management
- Traffic and streetlights
- Winter control (including County roads)
- Roadside maintenance
- Corporate fleet management
- Waste management including management of landfill facilities
- Gravel road maintenance and rehabilitation
- Asphalt and surface treated road maintenance and rehabilitation in coordination with
  the Engineering and Environment division as applicable
- Management of other infrastructure such as driveway culverts, sidewalks, inlcuding adminstration of permiting for this infrastructure, and machinery
- Crossing Guards

Key Revenue & Operating Expenses

$483,750 Township Roadside Maintenance	$750,000 Bag tag revenue	$335,140 Township Stormwater Management	$1,105,300 Township Winter Control Roads & Sidewalks	
$267,100 Township Hardtop Road Maintenance	$917,200 Gravel Road Maintenance	$385,200 Recycling Collection	$310,400 Vehicle and Equipment Fuel	$1,337,900 Solid Waste Collection and Disposal

Key Operating Changes from 2024 Approved Budget			
↓	$96,100	Streetlight and Stormwater	Contracted services reflect locates performed in-house (expense)
↑	$55,580	Streetlight and Stormwater	Township salaries allocated to perform locates (expense)
↑	$65,000	Waste management	Bag tag revenue (revenue)
↑	$68,000	Waste Management	Waste collection contract (expense)
↓	$193,760	Waste Management	Recycling stewardship fees (revenue)
↓	$200,000	Waste Management	Recycling collection contract (expense)

Table 37: CCS - Public Works - Draft operating budget by category

CCS - Public Works	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(1,192,300)	(1,224,600)	(1,177,240)	47,360	-4%
Licenses, Permits	(16,500)	(17,000)	(19,450)	(2,450)	14%
Rents	-	-	-	-	0%
Other Revenue	(635,400)	(641,400)	(610,750)	30,650	-5%
From Reserves/Reserve Funds	(280,000)	(225,000)	(171,000)	54,000	-24%
Total Budgeted Revenue	**(2,124,200)**	**(2,108,000)**	**(1,978,440)**	**129,560**	
Expenses					
Salaries, Wages & Benefits	3,070,600	3,350,600	3,535,430	184,830	6%
Debt Principle & Interest	-	-	-	-	0%
Insurance	425,500	468,200	476,700	8,500	2%
Utilities	165,200	186,800	180,200	(6,600)	-4%
Contracted Services	1,475,000	1,549,000	1,263,650	(285,350)	-18%
Supplies, Materials & Other	1,437,900	1,667,900	1,447,310	(220,590)	-13%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	322,000	322,000	263,200	(58,800)	-18%
Internal Allocations	15,600	15,600	5,270	(10,330)	-66%
Total Budgeted Expenses	**6,911,800**	**7,560,100**	**7,171,760**	**(388,340)**	
Net Budgeted Levy Requirements	**4,787,600**	**5,452,100**	**5,193,320**	**(258,780)**	**-5%**

4. AREA RATE (TRANSIT AND FERRY) OPERATING BUDGETS

4.1. Overview

The Amherstview Transit, Loyalist Link Transit and Amherst Island Ferry are provided by the Township in partnership with the City of Kingston, Stock Transportation, and the Ontario Ministry of Transportation (MTO), respectively. Amherstview Transit is the extension of Kingston's Route 10 service and is primarily funded by area-rated property taxes imposed in Amherstview.

In November 2024 the Township launched Loyalist Link, a transit pilot program to enhance transportation options for residents of additional communities in the Township including Bath, Odessa, and the Amherst Island Ferry Terminal in Millhaven. All bus routes under the Loyalist Link transit pilot program pass through WJ Henderson Recreation Centre making it an important transit hub for the residents of Amherstview. The service also provides a vital public transportation link to workplaces in the Taylor-Kidd Industrial Park and the Loyalist East Business Park.

The Amherst Island Ferry is owned and primarily funded by the Ministry of Transportation via subsidy; however, the Township operates the ferry service via an agreement with MTO.

As outlined later in this section, these services are self-sustaining through other revenue sources that are not included in the general rate tax levy.

4.2. Amherstview Transit & Loyalist Link Pilot

Gross expenses budgeted to provide Route 10 and Loyalist Link transit total $1,400,900. For the eleventh consecutive year, staff are not proposing any change to its area-rated property tax rate.

The 2025 draft operating budget includes the Loyalist Link pilot transit services as previously approved by Council to connect Odessa, the industrial park and Bath to Route 10 in Amherstview and to the Gardiner's Town Centre. This pilot is planned to run until December 31, 2025, and is funded through fares and provincial funding. As previously directed by Council, Route 10 will continue to operate on a 60-minute frequency in 2025. In 2025, once data on the pilot service has been collected, Council will be asked to

determine future considerations for the provision of transit services to the various communities in the Township for 2026 and beyond.

The 2025 draft operating budget includes the accessible transit service in Amherstview, Odessa and Bath as delineated in the service area associated with Route 10 and the Loyalist Link pilot program. The accessible transit service is provided by Kingston Area Taxi Commission (KATC) under an agreement which is valid until August 31, 2025. The net costs are proposed to be funded by the Township's provincial gas tax reserve fund until a permanent plan is in place. A report will be presented to Council in 2025 before the accessible transit contract is complete to determine next steps.

Figure 10 illustrates Amherstview Transit's historical ridership since 2014.

Route 10 & Loyalist Link Pilot Funded by (Normalized):

- ~40% Special Area Rate Taxes
- ~7% Passenger Fares
- ~40% Provincial Gas Tax
- ~5% Cross Boundary Revenue

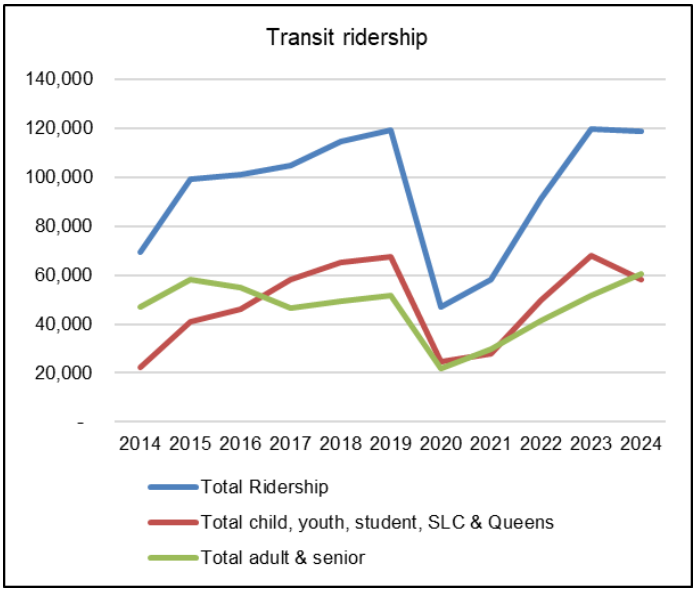


Figure 9: Amherstview Transit historical ridership

Key Operating Revenue & Expenses

$75,000 Cross boundary revenue	$561,460 Use of provincial gas tax funds	$564,420 Area rate tax revenues
$100,000 Passenger fares	$50,000 Accessible transit funding	$700,000 Kingston transit services contract

Key Operating Changes from 2024 Approved Budget

↑	$26,300	Cross boundary income (revenue)
↑	$25,000	Passenger Fares (revenue)
↑	$20,100	Kingston transit contract (expense)
↑	$19,100	Area Rate – (revenue)

Table 38: CCS - Transit - Draft operating budget by category

CCS - Transit	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	-	-	-	-	0%
Licenses, Permits	-	-	-	-	0%
Rents	-	-	-	-	0%
Other Revenue	(1,084,200)	(937,100)	(1,400,880)	(463,780)	49%
From Reserves/Reserve Funds	-	-	-	-	0%
Total Budgeted Revenue	**(1,084,200)**	**(937,100)**	**(1,400,880)**	**(463,780)**	
Expenses					
Salaries, Wages & Benefits	91,700	105,600	113,240	7,640	7%
Debt Principle & Interest	-	-	-	-	0%
Insurance	300	400	400	-	0%
Utilities	-	-	-	-	0%
Contracted Services	706,000	679,895	1,230,000	550,105	81%
Supplies, Materials & Other	241,400	106,405	11,100	(95,305)	-90%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	-	-	-	-	0%
Internal Allocations	44,800	44,800	46,140	1,340	3%
Total Budgeted Expenses	**1,084,200**	**937,100**	**1,400,880**	**463,780**	
Net Budgeted Levy Requirements	**-**	**-**	**-**	**-**	**0%**

4.3. Amherst Island Ferry

Gross expenses budgeted to operate the Amherst Island Ferry Service total $7.8 million. The 2025 draft budget includes $750,000 in contracted services and $2,500,000 in fuel costs. These reflect substantial estimated operating increases from previous years. The 2025 operating budget is a transitional year for the Ferry operation. To accurately set Fare rates to sustain that portion of the Ferry Service that is funded via rates accurate operational data is needed. A Fare Rate Study will be completed in 2025, utilizing the collected data to assist with developing rates for a sustainable service. Therefore, any additional operating expenses that would normally be funded via Passenger Fares are proposed to be debt financed in this budget. The debt will potentially be financed internally and the amount borrowed will have interest added. The draft budget will be submitted to MTO on November 15, 2024.

Amherst Island Ferry and Docks funded by:

~81% *(formula)* Provincial Subsidy	~5% Passenger Fares	~14% Ferry Reserve/Debt

Key Operating Changes from 2024 Approved Budget

↑	$720,000	Contracted Services (expense)
↑	$2,115,000	Fuel (expense)
↑	$247,910	Labour (expense)

Key Operating Revenue & Expenses

$425,000 Passenger Fares	$27,800 Insurance Expenses	$2,500,000 Fuel Expenses
$50,000 Ferry Rate Study	$30,000 Training Budget	$750,000 Contracted services

Table 39: CCS - Ferry - Draft operating budget by category

CCS - Ferry	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(124,600)	(1,512,400)	(116,700)	1,395,700	-92%
Licenses, Permits	-	-	-	-	0%
Rents	-	-	-	-	0%
Other Revenue	(4,660,500)	(4,539,800)	(7,782,690)	(3,242,890)	71%
From Reserves/Reserve Funds	(217,400)	(88,400)	-	88,400	-100%
Total Budgeted Revenue	**(5,002,500)**	**(6,140,600)**	**(7,899,390)**	**(1,758,790)**	
Expenses					
Salaries, Wages & Benefits	3,327,600	3,852,200	4,101,910	249,710	6%
Debt Principle & Interest	-	-	-	-	0%
Insurance	35,000	38,500	27,800	(10,700)	-28%
Utilities	-	-	-	-	0%
Contracted Services	160,000	473,000	850,000	377,000	80%
Supplies, Materials & Other	1,257,200	1,561,100	2,697,000	1,135,900	73%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	-	-	-	-	0%
Internal Allocations	222,700	215,800	222,680	6,880	3%
Total Budgeted Expenses	**5,002,500**	**6,140,600**	**7,899,390**	**1,758,790**	
Net Budgeted Levy Requirements	**-**	**-**	**-**	**-**	**0%**

5. UTILITIES OPERATING BUDGET

5.1. Overview

The Utilities division reports to the department of Economic Growth and Community Development Services and provides water and sewer services to approximately 5,260 properties within the Township's service areas of Fairfield/Loyalist East and Bath. With approximately 18.6 full-time equivalent staff, the Utilities division is responsible for the following core services:

- Ensuring the provision of safe municipal drinking water
- Municipal sewage collection and treatment
- Legislative compliance
- Internal and external customer service, including leak detection and water metering

The 2025 draft operating budget requirements for Utilities is $6.6 million and $5.4 million for water and sewer respectively. Excluding impost fee activity, the budget has decreased by $240,500 and 5% over 2024.

outlines the 2025 draft operating budget by category and subcategory, respectively.

Significant Capital Infastructure as per the 2022 Asset Management Plan	
Water System	•~470 hydrants •~650 valves •~4,900 water meters •~81 km of water mains •2 treatment plants •5 distribution facilities
Sewer System	•~820 manholes •~71 km of sewer mains •2 treatment plants •8 collection facilities
Other	•1 utilities office/storage building •13 pick up trucks

Table 40: EGCDS - Utilities - Draft operating budget by category

EGCDS - Utilities	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(15,000)	(14,000)	(14,000)	-	0%
Licenses, Permits	(300)	(300)	(300)	-	0%
Rents	-	-	-	-	0%
Other Revenue	(12,176,900)	(12,354,600)	(11,957,133)	397,467	-3%
From Reserves/Reserve Funds	(70,000)	-	-	-	0%
Total Budgeted Revenue	**(12,262,200)**	**(12,368,900)**	**(11,971,433)**	**397,467**	
Expenses					
Salaries, Wages & Benefits	1,782,500	2,004,700	1,897,601	(107,099)	-5%
Debt Principal & Interest	767,900	590,200	555,180	(35,020)	-6%
Insurance	121,300	134,200	138,100	3,900	3%
Utilities	1,180,500	1,176,300	1,129,900	(46,400)	-4%
Contracted Services	176,100	277,700	232,300	(45,400)	-16%
Supplies, Materials & Other	1,340,400	1,615,600	1,597,931	(17,669)	-1%
Capital	3,390,500	3,390,500	3,390,500	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	2,616,900	2,293,700	2,122,100	(171,600)	-7%
Internal Allocations	886,100	886,100	907,820	21,720	2%
Total Budgeted Expenses	**12,262,200**	**12,369,000**	**11,971,432**	**(397,568)**	
Net Budgeted Levy Requirements	**-**	**100**	**(0)**	**(100)**	**-100%**

5.2. User Rates

The Township is required to submit a water financial plan every five years to retain its drinking license and provide water and sewer services to its ratepayers. This financial plan typically accompanies a water and sewer user rate study. This study was conducted in 2024 to review and project water and sewer rates required to ensure the systems remain sustainably funded over the long-term. The draft study report was presented to Committee of the Whole on October 22, 2024 and will be brought to Council for final adoption on November 12, 2024.

The user rates recommended in the report have been used to present the 2025 draft operating budget.

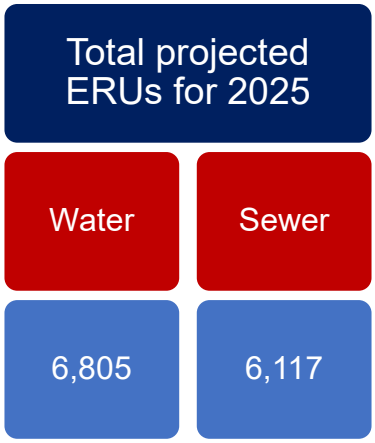


Table 41: Township's Combined water and sewer rates from 2019 to 2025

	2019 Rate Study	2020 Y1 of study	2021 Y2 of study	2022 Y3 of study	2023 Y4 of study	2024 Y5 of study	2025 New study
Combined monthly fixed rate	$64.26	$54.00	$54.00	$54.00	$52.50	$52.50	$53.96
Combined consumption rate per m3 of water	$3.22	$4.57	$4.97	$4.97	$5.05	$5.70	$6.05
Water Only Monthly Fixed rate						27.00	27.95
Sewer Only Monthly Fixed rate						25.50	26.01
Water Only Consumption rate per m3 of water						3.05	3.23
Sewer Only Consumption rate per m3 of water						2.65	2.82

In 2019, Council approved a transition in the recovery of user rate revenue from a ratio of 60/40 (fixed/ consumption charges) to 40/60 by 2029. The transition is now at a ratio of 45:55 (fixed: consumption) for the medium user.

Since the user rates were harmonized in 2015, annual increases for both fixed and consumption rates were consistently 8% until 2019, meaning all user groups had an 8% increase on their bills. The above-noted change in 2020 rates yielded a shift between volume-based user groups. In addition to encouraging conservation, the transition provided for a more equitable rate structure, with a positive outcome for low users.

As shown in Figure 10: EGCDS - Utilities - Historical billing, the consumption-based billing structure expected large variances to occur for high users as compared to low and medium users. Based on historical data, approximately 65% of residential users fall within the low to medium volume user groups.

Including the operating contribution from Correctional Services Canada (CSC), Figure 11: EGCDS - Utilities - Draft budgeted revenue illustrates that over 95% of the division's expenses are funded by user rates.

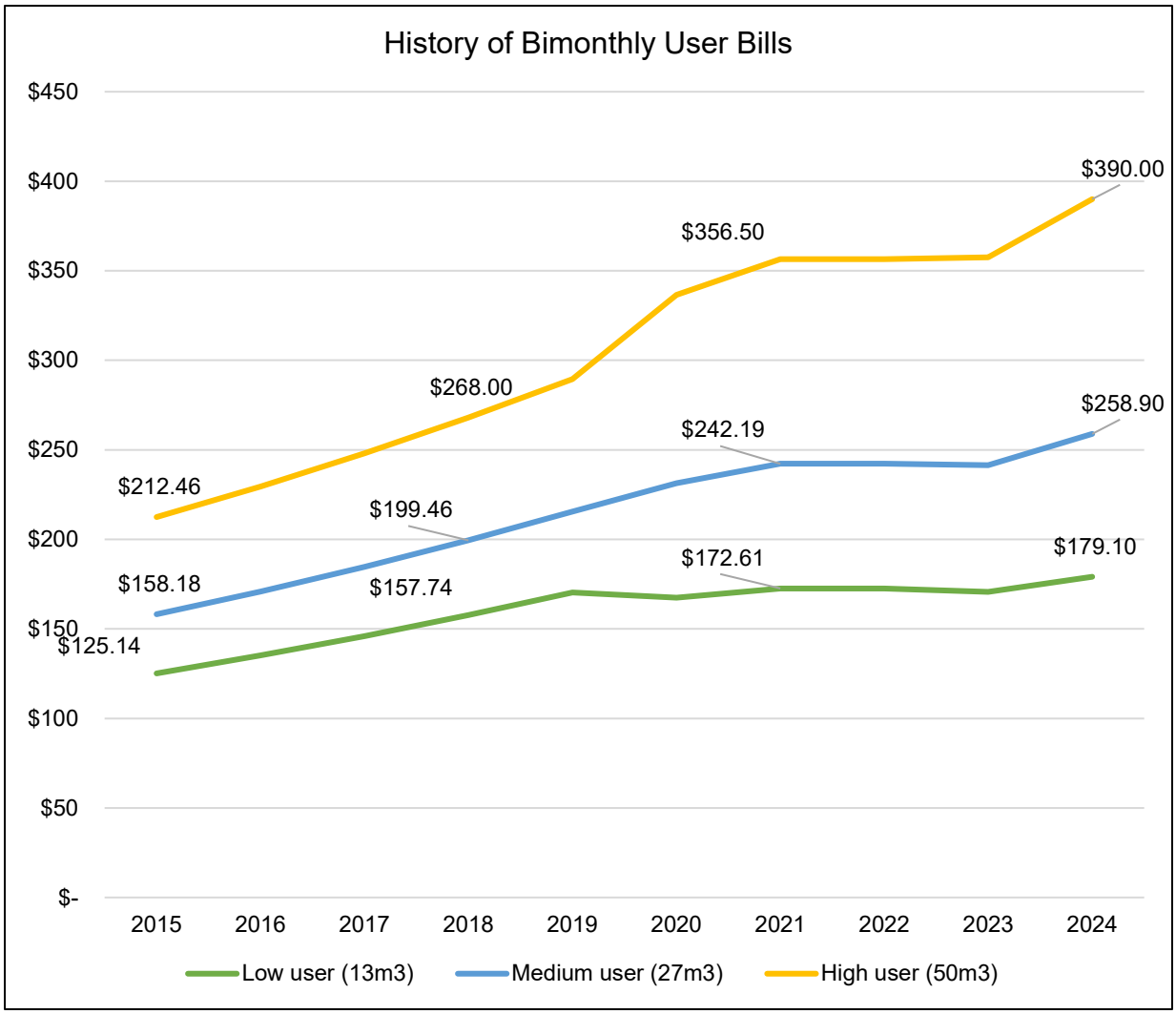


Figure 10: EGCDS - Utilities - Historical billing

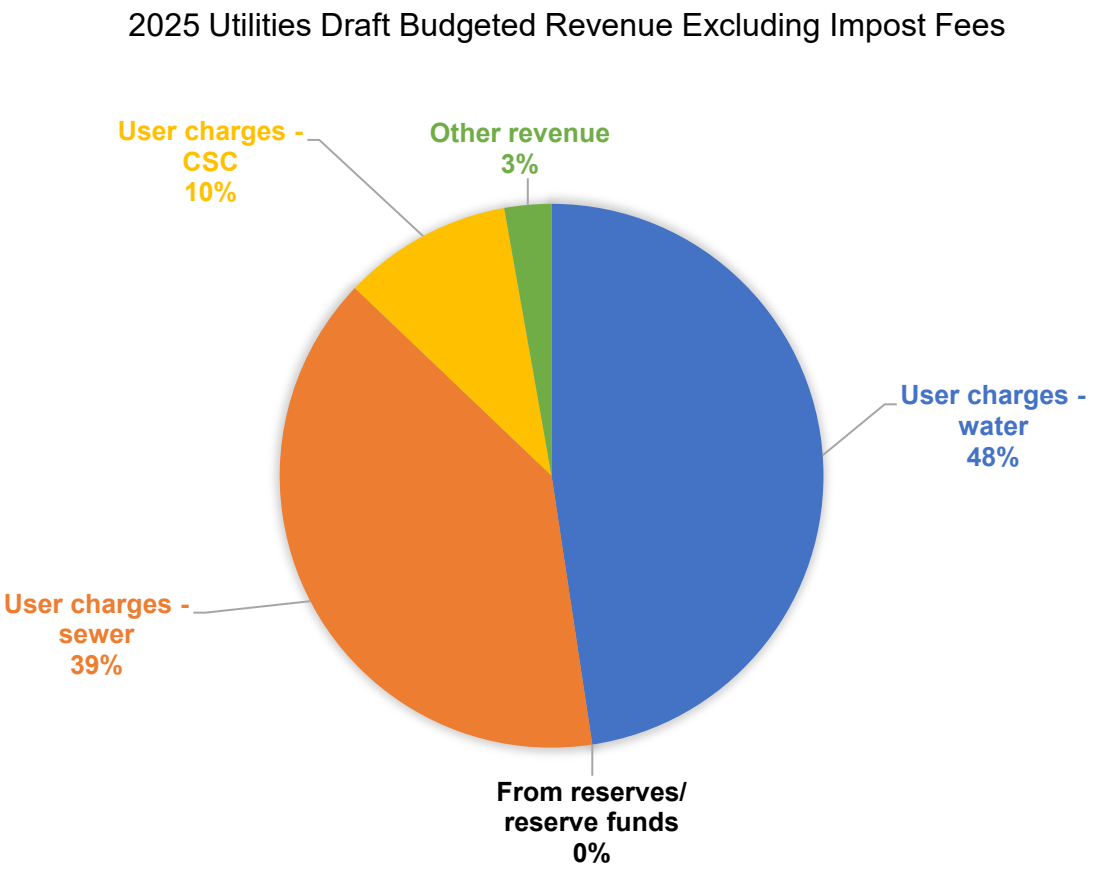


Figure 11: EGCDS - Utilities - Draft budgeted revenue

5.3. Expenses

As illustrated in Figure 12 and as projected in the user rate study, the 2025 proposed spending includes a significant portion that contributes to the capital fund and associated capital reserve funds. As further detailed in Section 7, the Utilities division is continuing to close its infrastructure gap as depicted in the Township's 2022 Asset Management Plan.

2025 Utilities Draft Budgeted Expenses Excluding Impost Fees

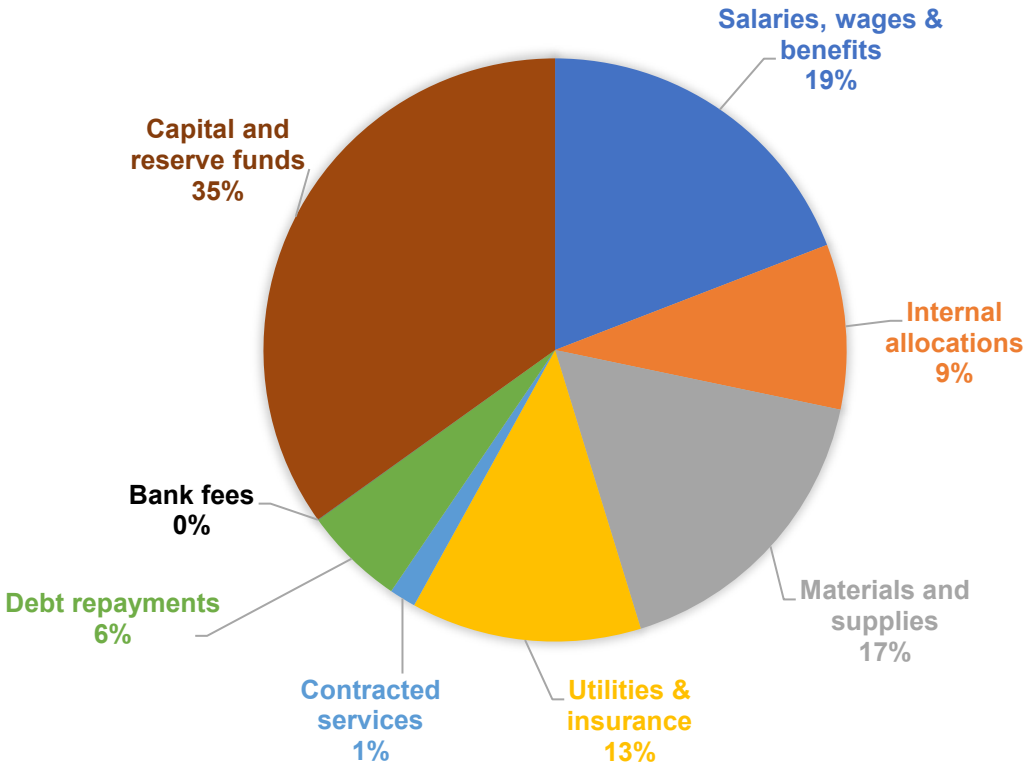


Figure 12: EGCDS - Utilities draft budgeted expenses

Debt Repayment

Total debt repayments paid by water and sewer rates are budgeted based on existing debt held. As listed in Table 42: Utilities Debt, existing debt is projected at $2.9 million by the end of the proposed budget year. Based on the draft proposed budget, the Utilities division is not projecting any new debt issuances in 2025. Additional information regarding the Township's corporate-wide debt can be found in Section 2.3.

The 2025 draft utilities operating budget includes a total of $ 555,179 in debt repayments, of which $108,000 is attributable to interest.

Table 42: Utilities Debt

Lender	Maturity (Renewal Date)	Interest Rate	Utilities 2025 Repayment	Balance Owing end of 2025 Utilities
Toronto Dominion	March 2028	2.52%	$ 74,373	$ 165,435
Toronto Dominion	January 2030	2.81%	143,117	$ 556,426
Canada Housing and Mortgage Corporation	May 2025	4.15%	84,034	$ -
Toronto Dominion	March 2028	2.50%	-	$ -
Infrastructure Ontario	August 2025	4.06%	-	$ -
Infrastructure Ontario	August 2030	4.35%	90,322	$ 361,466
Infrastructure Ontario	December 2031	2.95%	3,630	$ 19,829
Infrastructure Ontario	December 2036	3.24%	13,934	$ 128,076
Infrastructure Ontario	December 2041	3.42%	57,681	$ 706,254
Infrastructure Ontario	September 2037	3.28%	49,766	$ 490,403
Infrastructure Ontario	September 2042	3.42%	38,322	$ 490,941
Ontario Government	June 2035	Cost of borrowing	-	
Total			**$ 555,179**	**$ 2,918,830**

5.4. Budget Highlights

Strategic Alignment

Table 43: EGCDS - Utilities - Strategic initiatives

Strategic Initiatives for 2025	Approximate Budget Impact
Strategic Priority: Sustainable Infrastructure and Services	
SCADA Communications and Hardware	$ 180,000 + 60,000 (capital)
SCADA Master Plan	$ 50,000 (capital)
Water meter replacements	$ 100,000 (capital)
Various Operational Pump Rebuilds (Water and Sewer)	$ 150,000 (capital)
Strategic Priority: Balanced Growth	
Impost Fee Study and Review	$ 30,000 (capital)

Key Revenue & Operating Expenses

$363,300 Plant equip. & Preventive maintenance	$22,000 Water Tower Inspections	$346,000 Sludge removal	$85,000 Bulk water revenue	$2,052,600 Revenue from impost fees
$20,000 Wetland / Lagoon Maintenance	$145,300 Property taxes	$40,000 SCADA support	$232,300 Contracted Services	$1,000,300 Revenue from CSC

Key Operating Changes from 2024 Approved Budget		
↓	$85,000	Contracted Services – Utility locates completed in house (expense)
↑	$22,000	Water Tower Inspections (expense)
↓	$33,600	Amherstview WWTP Sludge Removal (expense)
↑	$20,000	Wetland / Lagoon Invasive Plant Species Mitigation (expense)
↓	$240,400	User rates projected revenue (water and sewer) (revenue)
↑	$26,400	New Confined Space Safety Equipment (SCBA) (expense)
↓	$157,100	Impost fees due to lower projected housing starts (revenue)

Table 44: Utilities - Draft operating budget by category - water

EGCDS - Utilities - Water	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(8,470)	(7,470)	(7,253)	217	-3%
Licenses, Permits	(159)	(159)	(159)	-	0%
Rents	-	-	-	-	0%
Other Revenue	(6,722,574)	(6,934,774)	(6,561,401)	373,373	-5%
From Reserves/Reserve Funds	(51,200)	-	-	-	0%
Total Budgeted Revenue	**(6,782,403)**	**(6,942,403)**	**(6,568,813)**	**373,590**	
Expenses					
Salaries, Wages & Benefits	951,064	1,071,019	1,003,044	(67,975)	-6%
Debt Principal & Interest	244,700	241,900	238,950	(2,950)	-1%
Insurance	63,075	69,709	71,598	1,889	3%
Utilities	397,830	362,095	362,977	882	0%
Contracted Services	95,215	136,517	114,142	(22,375)	-16%
Supplies, Materials & Other	457,750	537,923	536,822	(1,101)	0%
Capital	2,474,800	2,474,800	2,474,800	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	1,572,520	1,444,720	1,259,835	(184,885)	-13%
Internal Allocations	525,449	529,472	516,356	(13,116)	-2%
Total Budgeted Expenses	**6,782,403**	**6,868,155**	**6,578,524**	**(289,631)**	
Net Budgeted Levy Requirements	**-**	**(74,248)**	**9,712**	**83,960**	**-113%**

Table 45: Utilities - Draft operating budget by category - sewer

EGCDS - Utilities - Sewer	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(6,530)	(6,530)	(6,747)	(217)	3%
Licenses, Permits	(141)	(141)	(141)	-	0%
Rents	-	-	-	-	0%
Other Revenue	(5,454,326)	(5,419,826)	(5,395,732)	24,094	0%
From Reserves/Reserve Funds	(18,800)	-	-	-	0%
Total Budgeted Revenue	**(5,479,797)**	**(5,426,497)**	**(5,402,620)**	**23,877**	
Expenses					
Salaries, Wages & Benefits	831,436	933,681	894,557	(39,124)	-4%
Debt Principal & Interest	523,200	348,300	316,230	(32,070)	-9%
Insurance	58,225	64,491	66,502	2,011	3%
Utilities	782,670	814,205	766,923	(47,282)	-6%
Contracted Services	80,885	141,183	118,158	(23,025)	-16%
Supplies, Materials & Other	882,650	1,077,677	1,061,109	(16,568)	-2%
Capital	915,700	915,700	915,700	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Funds	1,044,380	848,980	862,265	13,285	2%
Internal Allocations	360,651	356,628	391,464	34,836	10%
Total Budgeted Expenses	**5,479,797**	**5,500,845**	**5,392,908**	**(107,937)**	
Net Budgeted Levy Requirements	**-**	**74,348**	**(9,712)**	**(84,060)**	**-113%**

6. GENERAL RATE CAPITAL BUDGET

6.1. Overview

2025 Proposed General Rate Capital Budget

$9,458,000	$5,480,985	$2,073,890
Tax General Rate Capital Budget	New Debt Issuances	Withdrawals from Discretionary Reserve Funds

The draft general rate capital budget for 2025 totals $9,458,000. This is a decrease of $46 million from the 2024 budget. The W.J. Henderson Recreation Centre Renewal Project and its associated funding and debt requirements were wholly approved by Council in 2024 which makes up the difference in the reduced capital budget.

Table 46: Capital Projects

Managing Division	2025 Draft Capital Budget $
Corporate Services	$ 250,000
Emergency Services	243,000
Economic growth & Community Development Services	3,338,000
Community & Customer Services	5,627,000
Total	**$ 9,458,000**

The management and completion of the Township's capital projects are an important element of the core services provided by staff. As such, a significant amount of internal staff time is dedicated to capital projects. This includes both permanent and temporary staff positions that are necessary to meet demands of capital projects. The 2025 draft capital budgets (general rate and utilities) include $1,111,300 of internal staffing costs, which as an increase of $100,000 or 9.9% over 2024.

The proposed funding plan for the 2025 draft capital budget is summarized in the Table below.

Table 47: General Rate Capital Funding Plan

General Rate Funding Plan		
Reserves & Reserve Funds		
Fleet & Equipment Replacement reserve fund		532,056
General Capital Reserve fund		2,073,890
Parkland Reserve Fund		167,000
Reserves		150,000
Grants		
Canada Community Building Fund (CCBF)		235,157
Ontario Community Infrastructure Fund (OCIF)		419,968
Development Charges		220,000
Third-party agreements		178,944
Debt		5,480,985
Total	**$**	**9,458,000**

Pre-budget Approvals

In 2024, Council pre-approved one project, the Layer Cake Hall – West Addition Structural Renovation for $220,000, due to the urgent nature of the repairs needed in this facility.

Reserve Funds and Debt

As shown above, the General Capital Reserve fund is used in the amount of $2.1 million. This utilizes all funds that are being added in 2025 to the capital reserve, with the exception of funds set aside to repay the WJ Henderson project. The fleet reserve will also be depleted in 2025. In order to achieve the projects outlined, new debt in the amount of $5.5 million will be used. The debt will be financed in 2026 or beyond, once the projects that are approved are completed. In the interim, internal financing will be used. Reserve funds will be heavily depleted and do have internally imposed targets as outlined in the Township's Reserve and Reserve Fund Policy that would need to be replenished in future years.

The Long Range Financial Plan (LRFP) is a continuous work in progress as staff update information on assets and funding options including user fees and tax rates to meet the Reserve and Reserve Fund Policy targets. Appendix D – Reserve and Reserve Fund Balances provides a projection of the reserves and reserve funds at the end of 2025, incorporating proposed operating and capital withdrawals.

In 2024 and prior years, Council approved a $14 million capital funding gap that may require a future debt issuance if spending is fully realized, and alternative funding sources are not identified. As noted above, the 2025 capital budget identifies an additional $5.5 million funding

gap. The W.J. Henderson Recreation Centre Renewal Project financial model outlined that $8.9 million in debt would need to be issued for this project alone.

Table 48: General Rate cumulative funding gap

Adjusted 2023 and prior Debt Requirement	$	3,933,328
Estimated Debt requirement for 2024 Capital projects (incl. WJ Renewal)		9,990,812
Estimated Debt requirement for 2025 Capital projects		5,480,985
Future Debt to be Repaid	**$**	**19,405,125**
Note: This is an estimate and subject to change. This amount will be clarified in a forthcoming staff report which will outline the estimated total debt to be funded from all projects that have been approved up to and including the 2025 amount to be funded, along with capital projects status.		

Debt is only issued once approved by Council and adopted by by-law and when all other funding options have been exhausted. If the above-noted $19.4 million debt is required, the issuance would not likely occur until 2026. A construction loan will be required to service the cashflow needs of the W.J. Henderson Recreation Centre Renewal Project in 2025 and 2026. The above table outlines all future debt, and further details are in section 2.3.

Long Range Financial Planning

The Long Range Financial Plan is being developed by staff. It is the tool that Council and staff will use to determine what the municipality is spending its money on. Loyalist Township has built a ten-year capital plan for both the general rate and the utilities. These capital plans are based on asset renewal as discussed below; however, the Long-Range Financial Plan incorporates more than the Township's assets and looks at a long range picture of all spending for the Township including proposed assets to be built based on studies and masterplans that have been undertaken, or will be undertaken.

The five-year general rate capital plan as shown in Figure 13, continually forecasts a funding gap, which is an issue that most municipalities face as they continue to prioritize asset management. In 2022, the Township completed the first milestone of the *Ontario Regulation 588/17: Asset Management Planning for Municipal Infrastructure* by completing its Asset Management Plan (AMP) for core infrastructure in-house. An update to the Asset Management plan which will include non-core assets is forthcoming in late 2024.

The Asset Management Plan included a finding that the Township's general rate contribute approximately half of its annual required investment for future capital replacement of infrastructure assets, yielding an annual infrastructure funding deficit. The plan includes a simplified financial strategy to increase tax revenues for the purpose of phasing in full funding to the asset categories to close this deficit over 20 years. Staff will continue to refine its financial and non-financial asset strategies as they work through the improvements/ recommendations identified in the above-noted AMP.

A 10-year inflated capital plan is included in Appendix F – 10-Year Capital Plan. Based on funding assumptions and a 2% increase in capital contribution, there are funding gaps in all years.

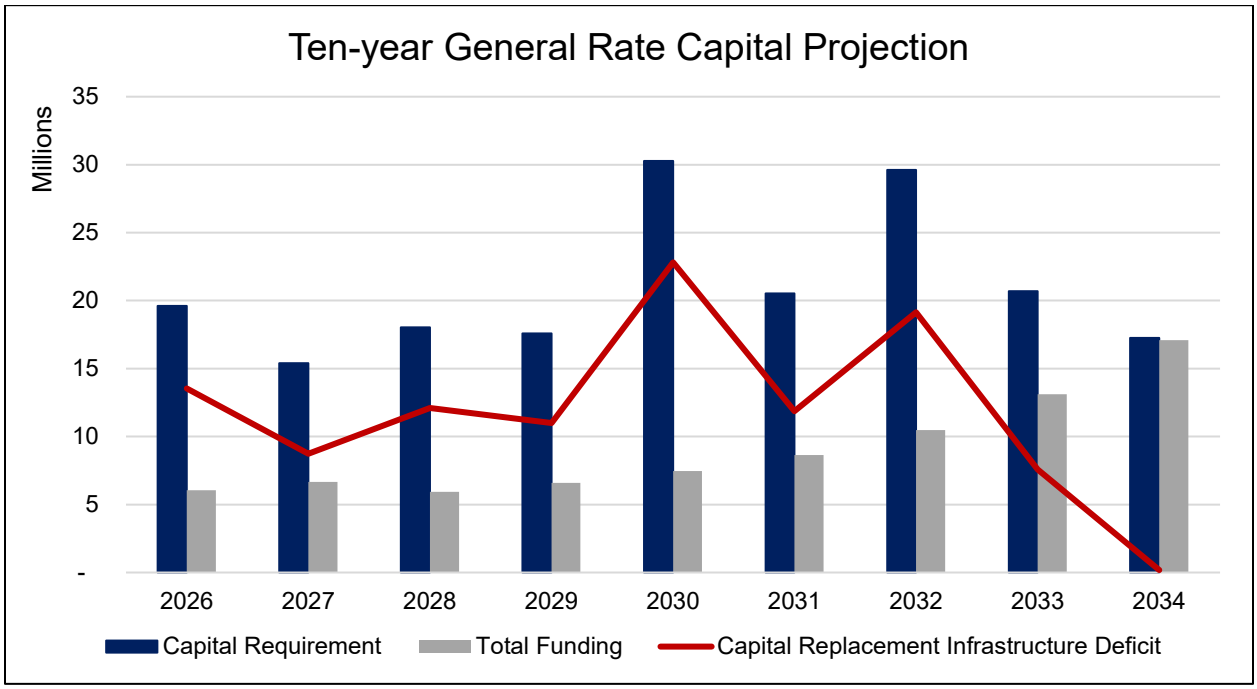


Figure 13: General Rate ten-year capital plan

The proposed 2025 capital budget includes several rural road rehabilitations and a variety of other asset interventions. Timing of capital projects is based on the factors such as:

- Risk (consequence/probability of failure) analysis;
- Condition assessments;
- Legislative requirements;
- Health and safety;
- Plans approved by Council such as the Strategic Plan, Infrastructure Master Plan, Climate Action Plan and relevant operational master planning documents;
- Council resolutions;
- Level of service and efficiency considerations;
- Funding programs;
- Staff work plans/balance between operating and capital and maintenance cost savings;
- Unforeseen capital works (e.g., emergency replacements); and
- Growth.

These factors are used to prioritize capital projects in accordance with Appendix E – Prioritization of Capital Projects Policy. On October 22, 2024 staff took a report to council providing a general overview on this policy and received direction to update this policy prior to the 2026 budget deliberations.

2025 Capital Budget Adjustments made to Draft Budget

The following is a list of projects that staff have delayed or are seeking non-tax rate funding to avoid any additional debt issuance.

2025 Budget Adjustments Completed	
$2,750,000	Main St Bath and Windermere Intersection Upgrades • Staff identified this project for at risk of proceeding due to potential delays in approval from the MTO, as such it was determined best not to plan for the work to occur in 2025
$150,000	Community Energy Financing – Feasibility Study • This project is eligible for potential grant funding from the Green Municipal Fund at 80% reimbursement and 20% municipal cost. Staff are proposing that council authorize a Township application to the Green Municipal Fund as well as the Community Grants Fund for the 20% municipal share.
$400,000	Vehicles & Equipment – Fire • This planned purchase has been delayed, providing for time to complete the proposed Fire Master Plan, to review and assess needs, and provide a long term plan for the Department.
$30,000	Millcreek Park Gazebo • Staff have reviewed the Gazebo determining the structure requires a repaint for aesthetics reasons and to extend the life of the asset. However, as there is no immediate health and safety concerns are recommending delaying the project one year due to financial constraints and exploring potential partnerships with community to help reduce the cost of the project.
$10,000	Heritage Property Signs • Staff have removed this from the 2025 capital budget and instead are hopeful that the signs can be included within the existing 2024 approved Parks Signs budget. However, there is a risk that this will not be able to proceed and may need to be budgeted for in 2026.

2025 Budget Adjustments Completed	
$15,000	Event Trailer • This project was deferred from the budget due to financial constraints and staff will continue to use personal vehicles to move around equipment and furniture for Township events.
$15,000	Manitou Office Plotter • The existing full-size plotter at the Manitou Office is scheduled for lifecycle replacement, however, is currently still operational. This project will be delayed one year due to financial constraints.
$67,170	Council Chambers - Video & Audio Equipment Upgrade • Planned upgrades to improve the council chambers audio visual equipment (cameras, microphones, etc.) have been delayed due to financial constraints.
$25,000	Annual Culvert Replacement • Staff have reduced the annual culvert replacement program from $100,000 to $75,000. Due to the efforts over the last few years to prioritize replacement of aging culverts staff believe the backlog of culverts has been reduced to a more manageable level. With financial pressures staff feel the program can continue to be effective at this amount.
$50,000	Roller Pro Accessory Bins • This project has been delayed to 2026 as the Township is still waiting on the vehicle purchase to be delivered which would then be able to utilize the accessory bins. This vehicle delivery is currently anticipated in mid-year 2025.
$32,000	Paint Sprayer Replacement • The existing paint sprayer is scheduled for lifecycle replacement, however, is currently still operational. This project will be delayed one year due to financial constraints.
$60,000	Variable Message Boards • This purchase of a new piece of equipment has been deferred. Currently the Township is able to borrow the VMS from the County of Lennox and Addington, however the VMS board is not always available for Township use.

2025 Budget Adjustments Completed	
$175,000	County Road 6 Garage - Wash Pad • The installation of an exterior concrete wash pad to rinse off salt, mud, etc. from operational vehicles and direct run-off to the appropriate environmental controls. This project has been delayed one year due to financial constraints.
$10,000	Leisure Activity Centre Equipment • This budget has been reduced from $20,000 to $10,000 this year and will be used to purchase only tables and chairs. The remainder of the equipment used for the delivery of programs will be purchased in 2026.

WJ Henderson Recreation Centre Renewal Project

The WJ Henderson Renewal project is an exciting initiative which will create a place for residents to come together as a community. This first phase of the project will involve the expansion and renovation of the W.J. Henderson Recreation Centre and will allow for expanded recreation programming.

Infrastructure Canada announced in the fall of 2022 that Loyalist Township was successful in its application to the Green and Inclusive Community Building Fund, which will provide up to $16.5 million in funding towards the project. In addition, staff have applied for and been awarded grants from the Enabling Accessibility Fund ($86,000), Renewable Energy Benefit Fund ($669,900), RBC's Community Infrastructure Fund ($125,000) and has applied to the Community Building Retrofit Fund ($1,250,000) and the Community Sport and Recreation Fund Stream 1 for $725,400. The City of Kingston through a partnership agreement has agreed to contribute up to $6,550,000 to support the aquatic centre portion of the project.

Council approved the validation report for the project which established target costs and timelines for the project on November 9, 2023 (Staff Report 2526). This report was presented alongside a business and funding plan which outlined the projected costs and revenues associated with building and operating the facility. Budget for the design and construction phases of the project have also been pre-approved with the validation report. No new capital budget is included in the 2025 budget for this project. The 2025 draft operating budget includes new positions and operating costs associated with the new facility.

To date, work has been completed to the following:

- Renovations of the existing changerooms including a new large Junior 'C' dedicated dressing room for the Amherstview Jets
- Removal of the former pool changerooms to create a large and expanded "Social Heart" public gathering area including multi-purpose room, new concession, new arena accessible viewing platform

- Improvements to the exterior including a new stormwater management facility to bring the site in line with current regulations
- Commencement of the concrete foundations for the new aquatic building addition
- Partial completion of the new aquatic changerooms by infilling the former pool basin and constructing new masonry wall and finishes on top of the infill

In 2025 the following work is expected to be completed:

- Opening of the legacy space to the public, through partnership with the Gord Downie and Chanie Wenjack Fund
- Rink lifecycle replacements including refrigeration equipment, concrete pad, boards, etc.
- Completion of construction and the commissioning of the new aquatic facility
- Completion of the energy efficiency upgrades including a new electrical service, new mechanical equipment including heat pumps to meet greenhouse gas emissions target reductions.

It is anticipated that the project will open to the public in Q1 of 2026.

Details on the project, validation report and business plan are available on the Loyalist website at www.loyalist.ca/communityhub.

Capital Projects Detail

The 2025 proposed general rate capital projects are listed by managing division below and include an estimated carry-forward amount of capital projects approved in 2024 or before.

Appendix C – 2025 Capital Projects Detail provides detailed project descriptions that are referenced below. The projects in which 2025 funding is requested are sorted from highest to lowest priority in accordance with Appendix E – Prioritization of Capital Projects Policy.

Staff will be bringing a report to Council in March that will list all capital projects that are carried forward from previous years. The status of the project as well as the anticipated funding will be reported to Council with 2024 year end financial updates. It is anticipated this will come in co-ordination with the long range financial plan update.

6.2. Corporate Services

Information Technology

Table 49: Corporate Services - IT - Draft capital budget

Existing Cost Centre	Project Name	2025 General Rate Proposed Budget	2025 Utilities Proposed Budget
COMPAN	ANNUAL COMPUTER REPLACEMENT	55,000	-
PRINT	PRINTER REPLACEMENT	5,000	-
CAMERA	SECURITY CAMERAS	40,000	-
Total		**100,000**	**-**

Corporate Services General

Table 50: Corporate Services - Draft capital budget

Existing Cost Centre	Project Name	2025 General Rate Proposed Budget	2025 Utilities Proposed Budget
	CONDITION ASSESSMENTS & ENERGY AUDITS	150,000	-
Total		**150,000**	**-**

Key Projects in the 2025 Draft Capital Budget	
$60,000	Annual printer and computer replacements
$40,000	Annual security camera replacements
$150,000	Facility condition assessments & energy audits for inputs to the next asset management plan update including Proposed Levels of Service

6.3. Emergency Services

Table 51: Emergency Services - Draft capital budget

Existing Cost Centre	Project Name	2025 General Rate Proposed Budget	2025 Utilities Proposed Budget
BUNKER	2X0037 - ANNUAL BUNKER GEAR REPLACEMENT	33,000	-
FEPOOL	2X0039 - ANNUAL POOLED FIRE EQUIPMENT REPLACEMENT	30,000	-
NBUNK	2X0038 - BUNKER GEAR FOR NEW FIREFIGHTERS	30,000	-
FFLEET	ANNUAL FLEET - FIRE - VEHICLES & EQUIPMENT	65,000	-
	SCBA FILL STATION (AMHERSTVIEW STATION)	85,000	-
Total		**243,000**	**-**

Key Projects in the 2025 Draft Capital Budget	
$65,000	Emergency Services (New ½ Ton Vehicle)
$85,000	SCBA Fill Station – Amherstview Station

6.4. Economic Growth and Community Development Services

Engineering and Environment

The Engineering and Environment Division manages capital projects on behalf of other divisions across the Township. These projects span different service areas and are often tied back to guiding documents adopted by Council. Many of the projects listed below, while identified in Engineering and Environment may span multiple divisions. An example of this is the EV Charger Strategy which is listed below in the ResiLienT Climate Action Plan however this strategy was also identified as a need in the Infrastructure Master Plan and could therefore be applicable.

Table 52: EGCDS – Engineering and Environment draft capital budget

Existing Cost Centre	Project Name	2025 General Rate Proposed Budget	2025 Utilities Proposed Budget
240013	ODESSA MAIN ST RECONSTRUCTION	30,000	20,000
230028	PRUYN CRES AND SIR JOHN JOHNSON DR RECON	1,750,000	3,500,000
240017	COUNTY RD 6 & TKB INTERSECTION UPGRADES	150,000	-
180015	AMHERST DR. URBANIZATION	150,000	-
240041	BATH WWTP WATER RECLAMATION SYSTEM	-	100,000
	LAKEVIEW PS - PUMP 3 UPSIZING AND ELECTRICAL	-	185,000
	BWTP - RAW WATER INTAKE STRUCTURE ASSESSMENT	-	50,000
	SYSTEM CONNECTION - FEASIBILITY STUDY	-	150,000
	BRIDGE ST SPS - CAPACITY UPGRADES	-	40,000
	BWTP - RECOAT TANKS AND FILTER INSTALL	-	290,000
	AMHERSTVIEW WEST - SERVICING	-	350,000
	WATERMAIN RELINING PROGRAM	-	150,000
240020	FIRE TRAINING CENTRE REPAIRS	80,000	-
	DISCOVERY CENTRE EXTERIOR PAINTING	150,000	-
240050	LAYER CAKE HALL - WEST ADDITION STRUCTURAL RENOVATION	220,000	-
	FAIRFIELD HOUSE RESTORATION	200,000	-
	COMMUNITY ENERGY FINANCING - FEASIBILITY STUDY	150,000	-
	HVAC REPLACEMENT PROGRAM	80,000	96,000
	ROOF REPLACEMENT PROGRAM	68,000	32,000
	PARKING LOT AND PATHWAY PROGRAM	110,000	-
	EV CHARGER STRATEGY	200,000	-
240040	BATH WWTP SLUDGE DECANT SYSTEM	-	50,000
	BATH WPCP GENERATOR	-	100,000
	BSTP - CSC FLOW METER UPGRADES	-	40,000
	IMPOST STUDY	-	30,000
	BOOSTER STATION BACKFLOW PREVENTOR MOVE	-	50,000
Total		**3,338,000**	**5,233,000**

Key Projects in the 2025 Draft Capital Budget

New Asset Management Programs

As per the Loyalist Township Strategic Plan (2024-2027), the Strategic Objective of Sustainable Infrastructure and Services identifies the Implementation of the Asset Management Plan as a key objective of the Township. In accordance with this objective staff are proposing the following new annual programs aimed at maintaining existing levels of service:

$176,000	HVAC Replacement Program
$100,000	Roof Replacement Program
$110,000	Parking Lot and Pathway Program
$150,000	Watermain Relining Program

Heritage Facilities

As per the Loyalist Township Strategic Plan (2024-2027), the Strategic Objective of Balanced Growth identifies the preservation of agricultural, natural, and cultural heritage as a key objective of the Township. In accordance with this objective staff are proposing the following capital projects to preserve the corporately owned Heritage Facilities:

$150,000	Discovery Centre Painting
$220,000	Layer Cake Hall - West Addition Structural Renovation (pre-budget approval)
$200,000	Fairfield House Restoration (Design)

Major Urban Road Reconstruction

Typically, the Township budgets for construction of one major urban road reconstruction project per year. This year the Sir John Johnson Dr and Pruyn Cres project includes buried services (water, sanitary, stormwater) as necessary, reducing the asphalt width on Sir John Johnson to promote traffic calming, and the introduction of a multi-use pathway in accordance with the Infrastructure Master Plan.

$5,250,000	Pruyn Cres. And Sir John Johnson Dr Reconstruction

Key Projects in the 2025 Draft Capital Budget

ResiLienT Climate Action Plan

As per the Loyalist Township Strategic Plan (2024-2027), the Guiding Principle identifies Environmental Sustainability as a key lens for decision making. In accordance with this principle and in line with the Loyalist Township ResiLienT Climate Action Plan, staff are proposing the following projects:

$200,000	EV Charger Strategy
$150,000	Community Energy Financing – Feasibility Study
$100,000	Bath WWTP – Water Reclamation System

Infrastructure Master Plan

Following adoption of the Infrastructure Master Plan by Council in June 2024, staff are recommending commencement of a number of initiatives, both growth and remedial in nature, in 2025 including:

$150,000	System Connection - Feasibility Study
$40,000	Bridge St. SPS - Capacity Upgrades (Design)
$50,000	BWTP - Raw Water Intake Structure Assessment
$40,000	BSTP - CSC flow meter upgrades
$185,000	Lakeview PS - Pump 3 Upsizing and Electrical (Design)

6.5. Community and Customer Services

Recreation and Facilities

Table 53: CCS - Recreation and Facilities - Draft capital budget

Existing Cost Centre	Project Name	2025 General Rate Proposed Budget	2025 Utilities Proposed Budget
	TREE ASSET MANAGEMENT PROGRAM	150,000	-
2X0042	ANNUAL FIBAR UPGRADES	10,000	-
	DINOSAUR PARK PLAYGROUND REPLACEMENT	167,000	-
LIGHT	ANNUAL LIGHT DUTY FLEET	65,000	-
	SHARING CENTRE FRONT ENTRANCE ACCESSIBILITY UPGRADES	55,000	-
	LEISURE AND ACTIVITY CENTRE EQUIPMENT	10,000	-
Total		**457,000**	**-**

Key Projects in the 2025 Draft Capital Budget	
$10,000	Fibar Upgrades (annual program)
$150,000	Tree Asset Management Program
$167,000	Dinosaur Playground Replacement
$55,000	Sharing Centre Front Entrance Repairs and Accessibility Upgrades (compliance)
$65,000	Recreation and Facilities (New ½ Ton Vehicle)
$10,000	Leisure and Activity Centre Equipment

Heritage, Culture, & Tourism

Table 54: CCS – Heritage, Culture, & Tourism - Draft capital budget

Existing Cost Centre	Project Name	2025 General Rate Proposed Budget	2025 Utilities Proposed Budget
	ARTS, CULTURE, & HERITAGE MASTER PLAN	125,000	-
Total		**125,000**	**-**

Public Works

Table 55: CCS - Public Works - Draft capital budget

Existing Cost Centre	Project Name	2025 General Rate Proposed Budget	2025 Utilities Proposed Budget
200053	ROAD REHAB ON ABSALOM RD & DOYLE	1,000,000	-
240024	UTILITY RELOCATIONS FOR FUTURE PROJECTS	50,000	-
200051	SIMMONS ROAD RECONSTRUCTION	700,000	-
CULVER	ANNUAL CULVERT REPLACEMENTS	75,000	-
SIGN	ANNUAL ROADWAY SIGN REPLACEMENT	10,000	-
WIDEN	GENERAL ROAD WIDENING	50,000	-
NGUIDE	NON-OSIM GUIDERAILS	50,000	-
	POTTER STREET ROUNDABOUT MODIFICATIONS	60,000	-
LCB	LCB LIFECYCLE	750,000	-
HCB	HCB LIFECYCLE	1,300,000	-
HEAVY	ANNUAL HEAVY DUTY FLEET	425,000	-
	TRAFFIC CALMING ENG TECHNICAL REVIEWS ON PRIORITY ROADS	25,000	-
	OSIM BRIDGE LIFECYCLE	500,000	-
	STORM PONDS CLEAN-OUT/DREDGING (ROUGHLY 1000 m3/YR)	50,000	-
Total		**5,045,000**	**-**

Key Projects in the 2025 Draft Capital Budget

$1,700,000	Rural Road Reconstruction
$750,000	LCB Lifecycle (Emulsion and Chip Surface)
$1,300,00	HCB Lifecycle (Hot Mix surface)
$30,000	Life Cycle Fuel Tank Replacement Violet Landfill
$500,000	OSIM Bridge Lifecycle Program
$50,000	Storm Water Management Lifecycle Program
$486,000	Public Works (Snow Plow Lifecycle Replacement)

7. UTILITIES CAPITAL BUDGET

7.1. Overview

2025 Proposed Utilities Capital Budget		
$5,938,200	$0	$4,755,750
Combined Capital Budget	New Debt Issuances	Withdrawals from Discretionary Reserve Funds

The proposed Utilities capital budget for 2025 totals $5.9 million. As previously discussed in Section 6, the capital budget includes internal staff time from divisions outside and within the Utilities division.

The 2025 Utilities capital budget includes several capital projects totaling approximately $3,413,000 that are specifically proposed to align with the development partner timelines. A Water and Sewer User Rates study was undertaken in 2024 and updated contributions required from operating to support the Utilities capital program. The 2024 study did not include an update of the impost fee requirements to offset projects that are triggered by growth. An update to the impost fee portion of the 2019 study is planned for 2025.

Appendix C – 2025 Capital Projects Detail provides detailed project descriptions that are referenced below. The projects in which 2025 funding is requested are sorted from highest to lowest priority in accordance with Appendix E – Prioritization of Capital Projects Policy and on factors including but not limited to:

- Risk/likelihood of failure analysis;
- Condition assessments;
- Prioritization of projects;
- Strategic Plan;
- Infrastructure Master Plan;
- Council Resolutions;
- Staff work plans/balance between operating and capital;
- Unforeseen capital works (e.g., emergency replacements); and
- Growth.

On October 22, 2024, staff took a report to council providing a general overview on this policy and received direction to update this policy prior to the 2026 budget deliberations.

Staff will be bringing a report to Council in March that will list all capital projects that are carried forward from previous years. The status of the project as well as the anticipated funding will be reported to Council with 2024 year end financial updates. It is anticipated this will come in co-ordination with the long range financial plan update.

Table 56: EGCDS - Utilities - Draft capital budget

Existing Cost Centre	Project Name	2025 General Rate Proposed Budget	2025 Utilities Proposed Budget
METER	METER REPLACEMENTS	-	100,000
HYDRA	HYDRANT REPLACEMENTS	-	20,200
	LONG-TERM SCADA PLAN	-	180,000
	FWTP HIGH LIFT PUMP REBUILD	-	45,000
	FWTP LOW LIFT PUMP REBUILD	-	45,000
	AWPCP RAS PUMP 1 REPLACEMENT	-	20,000
	BATH TOWER SCADA PLC INSTALLATION	-	60,000
	BRIDGE ST SPS PUMP REBUILD	-	20,000
	SCADA COMPUTER HARDWARE UPGRADES	-	60,000
	AMHERSTVIEW WWTP ODOUR CONTROL MEDIA REPLACEMENT	-	70,000
	SCADA MASTER PLAN	-	50,000
	WWTP LAGOOD STORAGE CAPACITY SURVEY	-	15,000
	TAYLOR KIDD SPS PUMP REBUILDS	-	20,000
Total		**-**	**705,200**

Key Projects in the 2025 Draft Capital Budget

$100,000	SCADA communications upgrades continued from 2024
$70,000	Amherstview WWTP Odour Control Media Replacement
$100,000	Water meter replacement program
$ 90,000	Fairfield WTP Low and High Lift Pump rebuilds

Table 57: EGCDS - Utilities - Draft capital funding plan

2024 Utilities capital budget funding plan:	Water	Sewer	Total
Reserves & Reserve Funds			
Impost fee reserve fund - growth fees	$ 1,600,000	$ 1,713,800	$ 3,313,800
Impost fee reserve fund - club fees	$ 83,200	$ 1,982,000	$ 2,065,200
Third-party agreements	$ 27,000	$ 58,900	$ 85,900
User rates (pay-as-you-go)	$ 2,474,800	$ 915,700	$ 3,390,500
Total	**$ 4,185,000**	**$ 4,670,400**	**$ 8,855,400**

Reserve Funds and Debt

Included in the proposed capital budget are discretionary reserve fund withdrawals totaling $4.8 million. This includes the use of impost club reserve funds. As planned in the 2024 impost and user rate study, the use of the club fee reserve funds acts as a stabilizing tool from year to year by alleviating large spikes in capital replacement. Although it is worth noting the Utilities division's current level of reserve funds has been depleted. The recent Water and Sewer User Rates study addresses this and increased user rates are being implemented to assist to build reserves for use with future capital projects. Appendix D – Reserve and Reserve Fund Balances provides a projection of the reserves and reserve funds.

As noted in Section 5, debt issuances are not planned in the utilities service area for 2025 spending. Work completed through the Infrastructure Master Plan does not anticipate water and sewer treatment plant expansion within the next 10 years, and as such, it is likely that the impost growth reserve funds will not require debt to cover cashflow deficiencies. This has been confirmed through the Water and Sewer User Rates study that was completed in 2024. The costs to service any future Utilities debt would be funded by user rates or impost fees, however, this will still impact the Township's Annual Repayment Limit (ARL), which is projected in Appendix F – 10-Year Capital Plan.

Capital Planning

As shown in Figure 14, the ten-year utilities rate capital plan continually forecasts a funding gap, which is an issue that most municipalities face as they continue to prioritize asset management. In 2022, the Township adhered to the first milestone of the *Ontario Regulation 588/17: Asset Management Planning for Municipal Infrastructure* by completing its Asset Management Plan (AMP) for core infrastructure in-house.

Like the general rate, the Asset Management Plan concluded that the Township's Utilities division is contributing approximately half of its annual required investment for future capital replacement of infrastructure, yielding an annual infrastructure deficit. The plan includes a simplified financial strategy to close this deficit over 20 years, including the use of reserve funds that are more established than the general rate. Staff will continue to refine its financial and non-financial asset strategies as they work through the improvements/recommendations identified in the above-noted AMP.

A 10-year inflated capital plan is included in Appendix F – 10-Year Capital Plan. Based on funding assumptions, there are funding gaps in some years after the use of reserve funds, however, it is important to note that these reserve fund withdrawals are subjective and are used at Council's discretion. The planned 2% increase in capital contribution was not applied in 2025, but it intended to be applied in subsequent years. To illustrate the nine-year plan in this budget document, reserve fund uses are incorporated to the extent that the funds do not reach below 1% of the replacement value of utilities infrastructure.

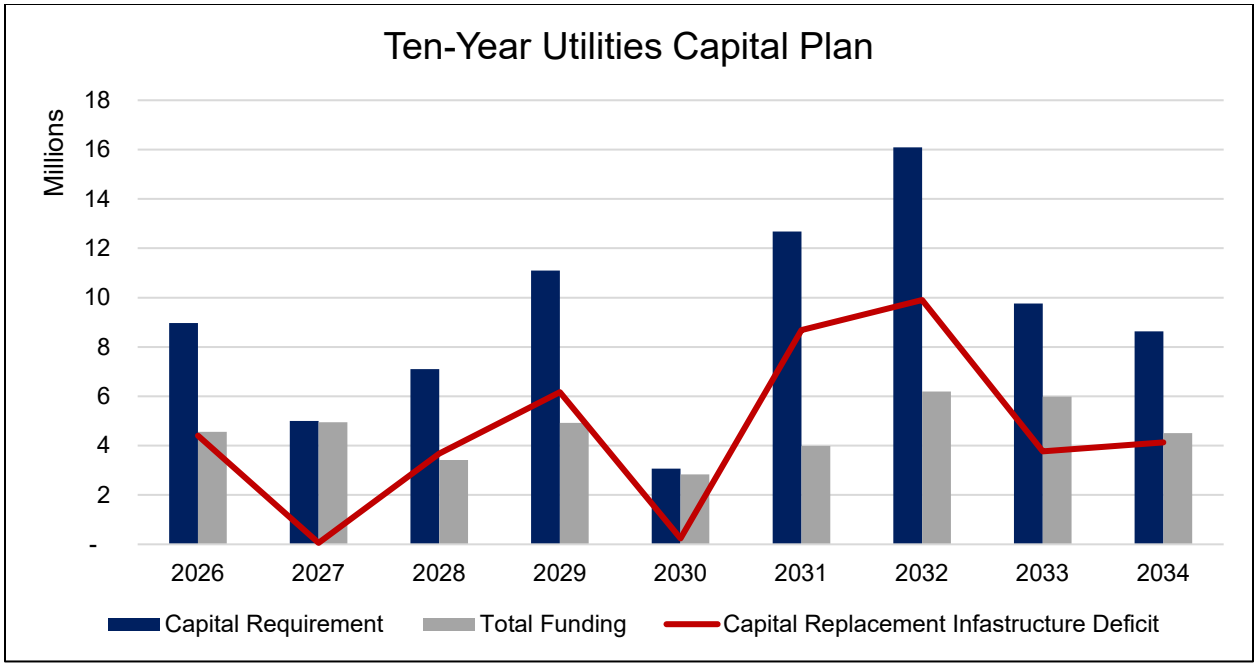


Figure 14: Ten-Year Utilities Capital Plan

APPENDIX A – NEW STAFF PROPOSALS

New Staff Proposals

Position	Estimated salary and benefit (combined) cost for 2025	Estimated salary cost for 2025	Estimated benefits cost for 2025	Estimated total salary & benefit costs for 2026 AND 2027 (separate)	Description of duties	Link to strategic plan	Customer service improvement by adding position	Potential future cost savings by adding this position	Risk management mitigation by adding this position	Other comments
Records and Privacy Management Specialist Clerks, Corporate Services, Strategy & Innovation Proposed start date: 1-Apr-25	$ 68,032	$ 50,526	$ 17,506	90,646 (2026) 93,121 (2027)	Develop, coordinate and administer the Corporate Records Management and Privacy Program; supporting all departments in updating, implementing, monitoring and auditing corporate records; assisting with FOIs; providing technical assistance to all staff; creating procedures.	Aligns with the Priority to "ensure business continuity, reliability, resiliency" under the "Organizational Effectiveness" Strategic Objective	Overall, this position can lead to a more organized, transparent, and responsive municipal service, ultimately improving the experience for all residents and staff. Adding this position would significantly enhance customer service in the following ways: improved data management; enhanced privacy protection, streamlined and efficient processes, meeting compliance obligations, and proactive policy planning.	Reduced legal fees; cost savings in reduced time and resources needed to handle FOI requests; avoiding data breach and the cost of associated with the legal costs; improved decision making - better data management equals better decisions, and enhanced public trust. This can reduce the cost of handling complaints or public dissatisfaction when documents cannot be found.	There is the initial cost of adding this position including salary, benefits and training. There may be a resistance to change from existing staff however, the position would be responsible for assisting all departments in their records management practices.	This estimated cost of this position is combination of one, the existing PT File Clerk position ($38,347 in 2024). This role is currently vacant. And two, the difference in savings due to changing the Deputy Clerk - Legislative Services to a Legislative Coordinator ($30,205 in 2024). The total cost of the position including benefits is $68,552 - net increase for this position is negligible in 2025 if this position started in April 2025. However, if it were a full-year position, there would be an additional $18,000.
GIS Summer Student IT, Corporate Services, Strategy & Innovation Proposed start date: 1-May-25	$ 12,989	$ 11,973	$ 1,016	13,385 (2026) 13,796 (2027)	Assist in collecting, processing, and managing geospatial data; create and update GIS maps and layers using software; Conduct spatial analysis to support various municipal projects; Participate in field data collection using GPS and other surveying tools including at cemeteries; Prepare reports and presentations on GIS findings	Aligns with the Priority to "ensure business continuity, reliability, resiliency" under the "Organizational Effectiveness" Strategic Objective	By assisting in the collection and management of geospatial data, GIS Summer Student help ensure that information is accurate and up-to-date. This leads to quicker and more reliable responses to public inquiries. Students can create and update maps that are crucial for various municipal services, such as cemetery, zoning, public works, and emergency response. These maps can be made accessible to the public, improving transparency and service	Accurate mapping and analysis can prevent costly errors and rework in cemeteries or other projects. It can reduce response time for customer questions or emergency services	There is the initial cost of adding this position including salary, benefits and training. There are safety concerns as the young and inexperienced workers would go onto the field.	
Recreation Attendant (3 positions) Parks & Facilities, Community & Customer Services Proposed start date: 1-Oct-25	$ 82,720	$ 51,629	$ 31,091	270,621 (2026) 278,000 (2027)	Responsible for care and control of the daily operations of the WJH facility from open to close (16-18 hrs/day), 356 days per year including responding to programming and rentals schedules and patron needs. Operation of mechanical systems for arena, pool and facility as per legislated requirements. Custodial duties, ensuring the facility is clean and safety issues are addressed in a timely fashion, this includes the Amherstview Library.	Aligns with the Priority "Strong Communities", Strategic Objective to "Strengthen and promote quality of life, health and wellbeing in our community".	Position is key to the delivery of services at the WJH. Without appropriate number of positions facility operating hours and or service levels may need to be reduced to ensure the facility can be operated within legislated parameters while meeting patron needs.	Appropriate day to day care and maintenance of the facility may assist with extending the life of the asset.	There are many legislated requirements that must be met while operating the WJH facility. This position has responsibility to operate facility systems (i.e. arena and pool) ensuring compliance. Responsible to ensure facility is in safe condition for operation.	As approved in the business plan as part of the validation report for the WJ Henderson Renewal Project the addition of these three positions will ensure adequate staffing levels required to operate the facility to meet the needs of programs and rentals as well as legislation.
Aquatic Programmer Recreation, Community & Customer Services Proposed start date: 1-Apr-25	$ 70,891	$ 52,908	$ 17,983	94,394 (2026) 97,064 (2027)	Responsible for the planning and scheduling of all learn-to-swim instructional programs including school Swim to Survive programming, aquatic leadership programs and coordinating their implementation. Supervision of part-time swimming instructors and specialty instructors in addition to leadership support in the absence of the Aquatic Coordinator.	Aligns with the Priority "Strong Communities", Strategic Objective to "Strengthen and promote quality of life, health and wellbeing in our community".	Improved customer service by increasing contact time with residents and clients, cutting down on response delays, and improving efficiency in executing aquatic programming.	The position will increase revenue by providing resources to increase program volume and diversify aquatic programming to better meet the needs of the Loyalist community.	Improved depth to the Aquatic Staff team, allowing for consistent supervision and leadership during pool programming which will operate approx. 16hrs/day, 7 days a week. This will improve staff training, program quality, and efficiency by splitting duties appropriately to ensure an improved holistic approach to staff development and retention.	As approved in the business plan as part of the validation report for the WJ Henderson Renewal Project, the new aquatic facility will offer significantly more programming than the old 5-lane pool. The new, 8-lane lap pool will be large enough to accommodate split programming, providing the ability to offer multiple types of programs over the same period. The leisure pool will also offer in-demand programming.
Other staffing adjustments as presented to Council in Closed session	$ 105,930									

APPENDIX B – OPERATING BUDGETS BY DIVISION

Operating	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(2,076,700)	(3,571,700)	(2,220,550)	1,351,150	-38%
Licenses, Permits	(823,100)	(1,046,500)	(972,150)	74,350	-7%
Rents	(421,060)	(409,200)	(429,500)	(20,300)	5%
Other Revenue	(68,847,140)	(63,466,770)	(66,861,753)	(3,394,983)	5%
From Reserves/Reserve Funds	(6,725,800)	(1,487,700)	(591,150)	896,550	-60%
Total Budgeted Revenue	**(78,893,800)**	**(69,981,870)**	**(71,075,103)**	**(1,093,233)**	
Expenses					
Salaries, Wages & Benefits	18,118,200	20,013,500	21,242,711	1,229,211	6%
Debt Principal & Interest	6,425,900	1,188,000	1,144,230	(43,770)	-4%
Insurance	955,000	1,051,900	1,077,300	25,400	2%
Utilities	1,835,300	1,895,000	2,107,800	212,800	11%
Contracted Services	5,614,500	6,238,195	7,461,330	1,223,135	20%
Supplies, Materials & Other	27,551,800	28,644,275	29,379,076	734,801	3%
Capital	5,953,900	6,153,500	6,236,390	82,890	1%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fund	12,439,200	4,804,400	4,556,400	(248,000)	-5%
Internal Allocations	-	(6,900)	20	6,920	-100%
Total Budgeted Expenses	**78,893,800**	**69,981,870**	**73,205,257**	**3,223,387**	
Net Budgeted Levy Requirements	**-**	**-**	**2,130,155**	**2,130,155**	

Non-Departmental	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	-	-	-	-	0%
Licenses, Permits	-	-	-	-	0%
Rents	-	-	-	-	0%
Other Revenue	(40,980,100)	(44,211,070)	(44,324,500)	(113,430)	0%
From Reserves/Reserve Funds	(5,369,900)	(640,200)	(240,200)	400,000	-62%
Total Budgeted Revenue	**(46,350,000)**	**(44,851,270)**	**(44,564,700)**	**286,570**	
Expenses					
Salaries, Wages & Benefits	100,000	107,000	100,000	(7,000)	-7%
Debt Principal & Interest	5,658,000	597,800	589,050	(8,750)	-1%
Insurance	-	-	-	-	0%
Utilities	-	-	-	-	0%
Contracted Services	-	-	-	-	0%
Supplies, Materials & Other	18,810,900	20,497,190	20,360,450	(136,740)	-1%
Capital	2,563,400	2,763,000	2,845,890	82,890	3%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fund	1,524,000	1,524,000	1,524,000	-	0%
Internal Allocations	-	-	-	-	0%
Total Budgeted Expenses	**28,656,300**	**25,488,990**	**25,419,390**	**(69,600)**	
Net Budgeted Levy Requirements	**(17,693,700)**	**(19,362,280)**	**(19,145,310)**	**216,970**	-1.12%

External	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	-	-	-	-	0%
Licenses, Permits	-	-	-	-	0%
Rents	-	-	-	-	0%
Other Revenue	(24,000)	(20,000)	(20,000)	-	0%
From Reserves/Reserve Funds	-	-	-	-	0%
Total Budgeted Revenue	**(24,000)**	**(20,000)**	**(20,000)**	**-**	
Expenses					
Salaries, Wages & Benefits	-	-	-	-	0%
Debt Principal & Interest	-	-	-	-	0%
Insurance	-	-	-	-	0%
Utilities	-	-	-	-	0%
Contracted Services	2,446,100	2,403,200	2,926,120	522,920	22%
Supplies, Materials & Other	234,900	250,100	271,700	21,600	9%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fund	-	-	-	-	0%
Internal Allocations	-	-	-	-	0%
Total Budgeted Expenses	**2,681,000**	**2,653,300**	**3,197,820**	**544,520**	
Net Budgeted Levy Requirements	**2,657,000**	**2,633,300**	**3,177,820**	**544,520**	**21%**

Finance	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(55,000)	(55,000)	(63,000)	(8,000)	15%
Licenses, Permits	-	-	-	-	0%
Rents	-	-	-	-	0%
Other Revenue	(4,000)	(4,000)	(700)	3,300	-83%
From Reserves/Reserve Funds	-	-	-	-	0%
Total Budgeted Revenue	**(59,000)**	**(59,000)**	**(63,700)**	**(4,700)**	
Expenses					
Salaries, Wages & Benefits	788,300	663,700	700,470	36,770	6%
Debt Principal & Interest	-	-	-	-	0%
Insurance	-	-	-	-	0%
Utilities	-	-	-	-	0%
Contracted Services	4,000	5,200	5,800	600	12%
Supplies, Materials & Other	71,400	70,900	95,500	24,600	35%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fund	-	-	-	-	0%
Internal Allocations	(179,700)	(178,300)	(183,650)	(5,350)	3%
Total Budgeted Expenses	**684,000**	**561,500**	**618,120**	**56,620**	
Net Budgeted Levy Requirements	**625,000**	**502,500**	**554,420**	**51,920**	**10%**

HR	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	-	-	-	-	0%
Licenses, Permits	-	-	-	-	0%
Rents	-	-	-	-	0%
Other Revenue	-	-	-	-	0%
From Reserves/Reserve Funds	(10,000)	(135,000)	-	135,000	-100%
Total Budgeted Revenue	**(10,000)**	**(135,000)**	**-**	**135,000**	
Expenses					
Salaries, Wages & Benefits	435,600	500,900	479,080	(21,820)	-4%
Debt Principal & Interest	-	-	-	-	0%
Insurance	-	-	-	-	0%
Utilities	-	-	-	-	0%
Contracted Services	5,000	65,000	10,000	(55,000)	-85%
Supplies, Materials & Other	165,000	143,500	151,900	8,400	6%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fund	-	-	-	-	0%
Internal Allocations	(168,900)	(168,900)	(173,970)	(5,070)	3%
Total Budgeted Expenses	**436,700**	**540,500**	**467,010**	**(73,490)**	
Net Budgeted Levy Requirements	**426,700**	**405,500**	**467,010**	**61,510**	**15%**

CSSI - CAO, Council, General	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	-	-	-	-	0%
Licenses, Permits	-	-	-	-	0%
Rents	-	-	-	-	0%
Other Revenue	(100)	(100)	(5,000)	(4,900)	4900%
From Reserves/Reserve Funds	(75,000)	(75,000)	-	75,000	-100%
Total Budgeted Revenue	**(75,100)**	**(75,100)**	**(5,000)**	**70,100**	
Expenses					
Salaries, Wages & Benefits	231,000	223,500	229,270	5,770	3%
Debt Principle & Interest	-	-	-	-	0%
Insurance	-	-	-	-	0%
Utilities	-	-	-	-	0%
Contracted Services	75,000	75,000	-	(75,000)	-100%
Supplies, Materials & Other	88,500	79,780	82,380	2,600	3%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fund	15,000	15,000	20,000	5,000	33%
Internal Allocations	-	-	-	-	0%
Total Budgeted Expenses	**409,500**	**393,280**	**331,650**	**(61,630)**	
Net Budgeted Levy Requirements	**334,400**	**318,180**	**326,650**	**8,470**	**3%**

CSSI - Clerk, Cemeteries, Election	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(19,800)	(27,300)	(27,540)	(240)	1%
Licenses, Permits	(4,800)	(11,800)	(15,600)	(3,800)	32%
Rents	(20,000)	(20,000)	(18,500)	1,500	-8%
Other Revenue	(3,900)	(4,900)	(10,300)	(5,400)	110%
From Reserves/Reserve Funds	(25,000)	-	(25,000)	(25,000)	0%
Total Budgeted Revenue	**(73,500)**	**(64,000)**	**(96,940)**	**(32,940)**	
Expenses					
Salaries, Wages & Benefits	763,700	1,080,700	1,295,670	214,970	20%
Debt Principle & Interest	-	-	-	-	0%
Insurance	139,000	152,800	160,100	7,300	5%
Utilities	-	-	-	-	0%
Contracted Services	73,500	40,000	136,000	96,000	240%
Supplies, Materials & Other	181,100	178,300	221,800	43,500	24%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fun	17,900	37,900	23,000	(14,900)	-39%
Internal Allocations	(328,500)	(329,900)	(339,760)	(9,860)	3%
Total Budgeted Expenses	**846,700**	**1,159,800**	**1,496,810**	**337,010**	
Net Budgeted Levy Requirements	**773,200**	**1,095,800**	**1,399,870**	**304,070**	**28%**

CSSI - Information Technology	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	-	-	-	-	0%
Licenses, Permits	-	-	-	-	0%
Rents	-	-	-	-	0%
Other Revenue	-	-	-	-	0%
From Reserves/Reserve Funds	-	(85,000)	(85,000)	-	0%
Total Budgeted Revenue	**-**	**(85,000)**	**(85,000)**	**-**	
Expenses					
Salaries, Wages & Benefits	442,600	484,900	494,050	9,150	2%
Debt Principle & Interest	-	-	-	-	0%
Insurance	-	-	-	-	0%
Utilities	-	-	-	-	0%
Contracted Services	-	-	80,000	80,000	0%
Supplies, Materials & Other	844,500	899,300	828,100	(71,200)	-8%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fund	-	-	-	-	0%
Internal Allocations	(428,500)	(428,500)	(426,110)	2,390	-1%
Total Budgeted Expenses	**858,600**	**955,700**	**976,040**	**20,340**	
Net Budgeted Levy Requirements	**858,600**	**870,700**	**891,040**	**20,340**	**2%**

CSSI - Marketing & Communications	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	-	-	-	-	0%
Licenses, Permits	-	-	-	-	0%
Rents	-	-	-	-	0%
Other Revenue	-	-	-	-	0%
From Reserves/Reserve Funds	-	-	-	-	0%
Total Budgeted Revenue	**-**	**-**	**-**	**-**	
Expenses					
Salaries, Wages & Benefits	222,800	204,000	214,900	10,900	5%
Debt Principle & Interest	-	-	-	-	0%
Insurance	-	-	-	-	0%
Utilities	-	-	-	-	0%
Contracted Services	-	-	-	-	0%
Supplies, Materials & Other	54,000	37,000	41,500	4,500	12%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fund	-	-	-	-	0%
Internal Allocations	(74,000)	(74,000)	(76,220)	(2,220)	3%
Total Budgeted Expenses	**202,800**	**167,000**	**180,180**	**13,180**	
Net Budgeted Levy Requirements	**202,800**	**167,000**	**180,180**	**13,180**	**8%**

EMS - General	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(80,200)	(99,000)	(71,060)	27,940	-28%
Licenses, Permits	-	(7,400)	(1,900)	5,500	-74%
Rents	-	-	-	-	0%
Other Revenue	-	-	(2,000)	(2,000)	0%
From Reserves/Reserve Funds	(5,000)	(5,000)	(1,200)	3,800	-76%
Total Budgeted Revenue	**(85,200)**	**(111,400)**	**(76,160)**	**35,240**	
Expenses					
Salaries, Wages & Benefits	1,750,600	1,915,000	2,218,790	303,790	16%
Debt Principle & Interest	-	-	-	-	0%
Insurance	55,700	61,700	67,500	5,800	9%
Utilities	66,000	68,600	69,500	900	1%
Contracted Services	22,000	24,000	31,150	7,150	30%
Supplies, Materials & Other	326,400	364,700	390,600	25,900	7%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fund	-	12,500	11,600	(900)	-7%
Internal Allocations	15,000	15,000	16,150	1,150	8%
Total Budgeted Expenses	**2,235,700**	**2,461,500**	**2,805,290**	**343,790**	
Net Budgeted Levy Requirements	**2,150,500**	**2,350,100**	**2,729,130**	**379,030**	**16%**

EMS - Bylaw	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(16,000)	(16,000)	(28,600)	(12,600)	79%
Licenses, Permits	(27,000)	(27,000)	(24,800)	2,200	-8%
Rents	-	-	-	-	0%
Other Revenue	(8,000)	(8,000)	(14,800)	(6,800)	85%
From Reserves/Reserve Funds	-	-	-	-	0%
Total Budgeted Revenue	**(51,000)**	**(51,000)**	**(68,200)**	**(17,200)**	
Expenses					
Salaries, Wages & Benefits	29,300	62,900	58,960	(3,940)	-6%
Debt Principle & Interest	-	-	-	-	0%
Insurance	-	-	-	-	0%
Utilities	-	-	-	-	0%
Contracted Services	40,000	42,000	44,500	2,500	6%
Supplies, Materials & Other	92,300	102,700	103,600	900	1%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fun	-	-	-	-	0%
Internal Allocations	-	-	-	-	0%
Total Budgeted Expenses	**161,600**	**207,600**	**207,060**	**(540)**	
Net Budgeted Levy Requirements	**110,600**	**156,600**	**138,860**	**(17,740)**	**-11%**

EGCDS - Building Division (User Rate)	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	-	-	-	-	0%
Licenses, Permits	(719,500)	(903,000)	(849,400)	53,600	-6%
Rents	-	-	-	-	0%
Other Revenue	-	(5,000)	(6,300)	(1,300)	26%
From Reserves/Reserve Funds	(44,800)	(9,100)	(43,050)	(33,950)	373%
Total Budgeted Revenue	**(764,300)**	**(917,100)**	**(898,750)**	**18,350**	
Expenses					
Salaries, Wages & Benefits	626,900	681,000	677,420	(3,580)	-1%
Debt Principle & Interest	-	-	-	-	0%
Insurance	16,700	17,500	18,800	1,300	7%
Utilities	-	-	-	-	0%
Contracted Services	1,000	-	-	-	0%
Supplies, Materials & Other	17,800	86,100	86,000	(100)	0%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fund	12,000	42,700	12,000	(30,700)	-72%
Internal Allocations	89,900	89,900	92,600	2,700	3%
Total Budgeted Expenses	**764,300**	**917,200**	**886,820**	**(30,380)**	
Net Budgeted Levy Requirements	**-**	**100**	**(11,930)**	**(12,030)**	**-12030%**

EGCDS - Engineering	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	-	-	-	-	0%
Licenses, Permits	-	-	-	-	0%
Rents	-	-	-	-	0%
Other Revenue	-	-	-	-	0%
From Reserves/Reserve Funds	(172,600)	-	-	-	0%
Total Budgeted Revenue	**(172,600)**	**-**	**-**	**-**	
Expenses					
Salaries, Wages & Benefits	562,800	636,300	636,800	500	0%
Debt Principle & Interest	-	-	-	-	0%
Insurance	-	-	-	-	0%
Utilities	-	-	-	-	0%
Contracted Services	42,000	-	-	-	0%
Supplies, Materials & Other	66,500	39,300	33,500	(5,800)	-15%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fund	-	-	-	-	0%
Internal Allocations	(107,100)	(107,100)	(110,310)	(3,210)	3%
Total Budgeted Expenses	**564,200**	**568,500**	**559,990**	**(8,510)**	
Net Budgeted Levy Requirements	**391,600**	**568,500**	**559,990**	**(8,510)**	**-1%**

EGCDS - Development	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(326,800)	(385,700)	(445,610)	(59,910)	16%
Licenses, Permits	(55,000)	(80,000)	(60,700)	19,300	-24%
Rents	-	-	-	-	0%
Other Revenue	(9,232,400)	(666,400)	(677,240)	(10,840)	2%
From Reserves/Reserve Funds	(438,600)	(145,000)	(13,100)	131,900	-91%
Total Budgeted Revenue	**(10,052,800)**	**(1,277,100)**	**(1,196,650)**	**80,450**	
Expenses					
Salaries, Wages & Benefits	980,200	953,800	984,980	31,180	3%
Debt Principle & Interest	-	-	-	-	0%
Insurance	-	-	-	-	0%
Utilities	2,000	2,000	1,000	(1,000)	-50%
Contracted Services	35,000	100,000	110,000	10,000	10%
Supplies, Materials & Other	1,627,000	364,200	263,895	(100,305)	-28%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fund	7,924,200	546,600	575,640	29,040	5%
Internal Allocations	-	-	-	-	0%
Total Budgeted Expenses	**10,568,400**	**1,966,600**	**1,935,515**	**(31,085)**	
Net Budgeted Levy Requirements	**515,600**	**689,500**	**738,865**	**49,365**	**7%**

CCS - HCT	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(100)	(15,100)	(23,000)	(7,900)	52%
Licenses, Permits	-	-	-	-	0%
Rents	(4,000)	(2,500)	(3,000)	(500)	20%
Other Revenue	(25,500)	(16,600)	(17,900)	(1,300)	8%
From Reserves/Reserve Funds	(17,500)	(15,000)	(12,600)	2,400	-16%
Total Budgeted Revenue	**(47,100)**	**(49,200)**	**(56,500)**	**(7,300)**	
Expenses					
Salaries, Wages & Benefits	379,400	473,100	514,180	41,080	9%
Debt Principle & Interest	-	-	-	-	0%
Insurance	-	-	-	-	0%
Utilities	-	-	-	-	0%
Contracted Services	75,600	59,600	62,600	3,000	5%
Supplies, Materials & Other	67,900	62,800	64,700	1,900	3%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fund	-	-	-	-	0%
Internal Allocations	1,300	1,300	1,340	40	3%
Total Budgeted Expenses	**524,200**	**596,800**	**642,820**	**46,020**	
Net Budgeted Levy Requirements	**477,100**	**547,600**	**586,320**	**38,720**	**7%**

CCS - Recreation & Facilities	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(246,900)	(222,600)	(253,800)	(31,200)	14%
Licenses, Permits	-	-	-	-	0%
Rents	(397,060)	(386,700)	(408,000)	(21,300)	6%
Other Revenue	(12,140)	(57,800)	(31,560)	26,240	-45%
From Reserves/Reserve Funds	-	(65,000)	-	65,000	-100%
Total Budgeted Revenue	**(656,100)**	**(732,100)**	**(693,360)**	**38,740**	
Expenses					
Salaries, Wages & Benefits	2,532,600	2,713,600	2,989,960	276,360	10%
Debt Principle & Interest	-	-	-	-	0%
Insurance	161,500	178,600	187,900	9,300	5%
Utilities	421,600	461,300	727,200	265,900	58%
Contracted Services	278,200	444,600	479,210	34,610	8%
Supplies, Materials & Other	626,700	517,400	630,110	112,710	22%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fund	7,200	10,000	4,860	(5,140)	-51%
Internal Allocations	11,300	11,300	18,040	6,740	60%
Total Budgeted Expenses	**4,039,100**	**4,336,800**	**5,037,280**	**700,480**	
Net Budgeted Levy Requirements	**3,383,000**	**3,604,700**	**4,343,920**	**739,220**	**21%**

CCS - Public Works	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(1,192,300)	(1,224,600)	(1,177,240)	47,360	-4%
Licenses, Permits	(16,500)	(17,000)	(19,450)	(2,450)	14%
Rents	-	-	-	-	0%
Other Revenue	(635,400)	(641,400)	(610,750)	30,650	-5%
From Reserves/Reserve Funds	(280,000)	(225,000)	(171,000)	54,000	-24%
Total Budgeted Revenue	**(2,124,200)**	**(2,108,000)**	**(1,978,440)**	**129,560**	
Expenses					
Salaries, Wages & Benefits	3,070,600	3,350,600	3,535,430	184,830	6%
Debt Principle & Interest	-	-	-	-	0%
Insurance	425,500	468,200	476,700	8,500	2%
Utilities	165,200	186,800	180,200	(6,600)	-4%
Contracted Services	1,475,000	1,549,000	1,263,650	(285,350)	-18%
Supplies, Materials & Other	1,437,900	1,667,900	1,447,310	(220,590)	-13%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fund	322,000	322,000	263,200	(58,800)	-18%
Internal Allocations	15,600	15,600	5,270	(10,330)	-66%
Total Budgeted Expenses	**6,911,800**	**7,560,100**	**7,171,760**	**(388,340)**	
Net Budgeted Levy Requirements	**4,787,600**	**5,452,100**	**5,193,320**	**(258,780)**	**-5%**

CCS - Transit	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	-	-	-	-	0%
Licenses, Permits	-	-	-	-	0%
Rents	-	-	-	-	0%
Other Revenue	(1,084,200)	(937,100)	(1,400,880)	(463,780)	49%
From Reserves/Reserve Funds	-	-	-	-	0%
Total Budgeted Revenue	**(1,084,200)**	**(937,100)**	**(1,400,880)**	**(463,780)**	
Expenses					
Salaries, Wages & Benefits	91,700	105,600	113,240	7,640	7%
Debt Principle & Interest	-	-	-	-	0%
Insurance	300	400	400	-	0%
Utilities	-	-	-	-	0%
Contracted Services	706,000	679,895	1,230,000	550,105	81%
Supplies, Materials & Other	241,400	106,405	11,100	(95,305)	-90%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fund	-	-	-	-	0%
Internal Allocations	44,800	44,800	46,140	1,340	3%
Total Budgeted Expenses	**1,084,200**	**937,100**	**1,400,880**	**463,780**	
Net Budgeted Levy Requirements	**-**	**-**	**-**	**-**	**0%**

CCS - Ferry	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(124,600)	(1,512,400)	(116,700)	1,395,700	-92%
Licenses, Permits	-	-	-	-	0%
Rents	-	-	-	-	0%
Other Revenue	(4,660,500)	(4,539,800)	(7,782,690)	(3,242,890)	71%
From Reserves/Reserve Funds	(217,400)	(88,400)	-	88,400	-100%
Total Budgeted Revenue	**(5,002,500)**	**(6,140,600)**	**(7,899,390)**	**(1,758,790)**	
Expenses					
Salaries, Wages & Benefits	3,327,600	3,852,200	4,101,910	249,710	6%
Debt Principle & Interest	-	-	-	-	0%
Insurance	35,000	38,500	27,800	(10,700)	-28%
Utilities	-	-	-	-	0%
Contracted Services	160,000	473,000	850,000	377,000	80%
Supplies, Materials & Other	1,257,200	1,561,100	2,697,000	1,135,900	73%
Capital	-	-	-	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fund	-	-	-	-	0%
Internal Allocations	222,700	215,800	222,680	6,880	3%
Total Budgeted Expenses	**5,002,500**	**6,140,600**	**7,899,390**	**1,758,790**	

EGCDS - Utilities - Water	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(8,470)	(7,470)	(7,253)	217	-3%
Licenses, Permits	(159)	(159)	(159)	-	0%
Rents	-	-	-	-	0%
Other Revenue	(6,722,574)	(6,934,774)	(6,561,401)	373,373	-5%
From Reserves/Reserve Funds	(51,200)	-	-	-	0%
Total Budgeted Revenue	**(6,782,403)**	**(6,942,403)**	**(6,568,813)**	**373,590**	
Expenses					
Salaries, Wages & Benefits	951,064	1,071,019	1,003,044	(67,975)	-6%
Debt Principal & Interest	244,700	241,900	238,950	(2,950)	-1%
Insurance	63,075	69,709	71,598	1,889	3%
Utilities	397,830	362,095	362,977	882	0%
Contracted Services	95,215	136,517	114,142	(22,375)	-16%
Supplies, Materials & Other	457,750	537,923	536,822	(1,101)	0%
Capital	2,474,800	2,474,800	2,474,800	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fun	1,572,520	1,444,720	1,259,835	(184,885)	-13%
Internal Allocations	525,449	529,472	516,356	(13,116)	-2%
Total Budgeted Expenses	**6,782,403**	**6,868,155**	**6,578,524**	**(289,631)**	
Net Budgeted Levy Requirements	**-**	**(74,248)**	**9,712**	**83,960**	**-113%**

EGCDS - Utilities - Sewer	2023 Approved Budget	2024 Approved Budget	2025 Draft Budget	$ Change	% Change
Revenue					
Fees & User Charges	(6,530)	(6,530)	(6,747)	(217)	3%
Licenses, Permits	(141)	(141)	(141)	-	0%
Rents	-	-	-	-	0%
Other Revenue	(5,454,326)	(5,419,826)	(5,395,732)	24,094	0%
From Reserves/Reserve Funds	(18,800)	-	-	-	0%
Total Budgeted Revenue	**(5,479,797)**	**(5,426,497)**	**(5,402,620)**	**23,877**	
Expenses					
Salaries, Wages & Benefits	831,436	933,681	894,557	(39,124)	-4%
Debt Principal & Interest	523,200	348,300	316,230	(32,070)	-9%
Insurance	58,225	64,491	66,502	2,011	3%
Utilities	782,670	814,205	766,923	(47,282)	-6%
Contracted Services	80,885	141,183	118,158	(23,025)	-16%
Supplies, Materials & Other	882,650	1,077,677	1,061,109	(16,568)	-2%
Capital	915,700	915,700	915,700	-	0%
Amortization	-	-	-	-	0%
Contribution to Reserves/Reserve Fund	1,044,380	848,980	862,265	13,285	2%
Internal Allocations	360,651	356,628	391,464	34,836	10%
Total Budgeted Expenses	**5,479,797**	**5,500,845**	**5,392,908**	**(107,937)**	
Net Budgeted Levy Requirements	**-**	**74,348**	**(9,712)**	**(84,060)**	**-113%**

APPENDIX C – 2025 CAPITAL PROJECTS DETAIL

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D1							
Project Cost Centre - Name	Long-term SCADA Plan : COMMS Upgrades, Hardware Replacements , Software Upgrade, Server, Bath SPS 2,3,4 PLC							
Lead Department	Util							
Managing Department/Division	Util							
Project Description	2025 : Teir 3 Communications for SCADA, Bath Radio Replacements / 2026: Bath SPS PLCS 2,3,4 , Historian Software/ 2027 : Server Installation at new Millhaven Office.							
Project Justification	X	Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			X
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 180,000**	**$ 150,000**	**$ 150,000**	**$ -**	**$ -**	**$ 480,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			150,000	150,000			**$ 300,000**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		90,000					**$ 90,000**
Sewer Capital Reserve		90,000					**$ 90,000**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 180,000**	**$ 150,000**	**$ 150,000**			**$ 480,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D2							
Project Cost Centre - Name	2023 - BATH WPCP GENERATOR							
Lead Department	E&E							
Managing Department/Division	E&E,Util							
Project Description	Increased costs for 2023 Bath WPCP Generator							
Project Justification	X	Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization	Low (< 35)	Medium (35 - 70)	High (>70)
1 - Legislative, Health and Safety			X
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 100,000**	**$ 400,000**	**$ -**	**$ -**	**$ -**	**$ 500,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			400,000				**$ 400,000**
General Rate Capital Reserve		-					$ -
Water Capital Reserve		-					$ -
Sewer Capital Reserve		53,000					**$ 53,000**
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		47,000					**$ 47,000**
Debt		-					$ -
Total New Financing Required		**$ 100,000**	**$ 400,000**				**$ 500,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D3							
Project Cost Centre - Name	Amherstview WWTP Odour Control Media Replacement							
Lead Department	Util							
Managing Department/Division	Util							
Project Description	Amherstview WWTP Odour Control Unit for the ATAD requires media replacement every 5 years.							
Project Justification	X	Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			X
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 70,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 70,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		70,000					**$ 70,000**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 70,000**					**$ 70,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D4							
Project Cost Centre - Name	Bath Tower SCADA PLC Installation							
Lead Department	Util							
Managing Department/Division	Util							
Project Description	Bath PLC for SCADA needs to be installed for communications.							
Project Justification	X	Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization	Low (< 35)	Medium (35 - 70)	High (>70)
1 - Legislative, Health and Safety			X
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 60,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 60,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		31,800					**$ 31,800**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		28,200					**$ 28,200**
Debt		-					**$ -**
Total New Financing Required		**$ 60,000**					**$ 60,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D5							
Project Cost Centre - Name	SCADA Computer Hardware Upgrades							
Lead Department	Util							
Managing Department/Division	Util							
Project Description	2025 : Workstation replacements at Plants. Bath WTP , WWTP / 2026 : Fairfield & Amherstview WWTP . SCADA Reports to be updated as well for all locations. Server to take over SCADA operations from desk top computers in 2027.							
Project Justification	X	Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			X
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 60,000**	**$ 60,000**	**$ -**	**$ -**	**$ -**	**$ 120,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			60,000				**$ 60,000**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		30,000					**$ 30,000**
Sewer Capital Reserve		30,000					**$ 30,000**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 60,000**	**$ 60,000**				**$ 120,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D6							
Project Cost Centre - Name	SCADA Master Plan							
Lead Department	Util							
Managing Department/Division	Util							
Project Description	Granular Activated Carbon (GAC) Media life cycle replacement at the WTP. This component is part of the drinking water treatment process.							
Project Justification	X	Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			X
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 50,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		25,000					**$ 25,000**
Sewer Impost Growth		25,000					**$ 25,000**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 50,000**					**$ 50,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D7							
Project Cost Centre - Name	2X0053 - HYDRANT REPLACEMENTS							
Lead Department	Util							
Managing Department/Division	Util							
Project Description	Annual program to replace hydrants.							
Project Justification	X	Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			X
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 20,200**	**$ 20,200**	**$ 20,200**	**$ 20,200**	**$ 20,200**	**$ 101,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			20,200	20,200	20,200	20,200	**$ 80,800**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		20,200					**$ 20,200**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 20,200**	**$ 20,200**	**$ 20,200**	**$ 20,200**	**$ 20,200**	**$ 101,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D8							
Project Cost Centre - Name	WWTP Lagoon Storage Capacity Survey							
Lead Department	Util							
Managing Department/Division	Util							
Project Description	Granular Activated Carbon (GAC) Media life cycle replacement at the WTP. This component is part of the drinking water treatment process.							
Project Justification	X	Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			X
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 15,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 15,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		15,000					**$ 15,000**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 15,000**					**$ 15,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D9							
Project Cost Centre - Name	Sharing Centre Front Entrance Accessibility Upgrades							
Lead Department	FM							
Managing Department/Division	E&E, RecFM							
Project Description	Accessibility Project - Address lip at entrance door, widen doors, add automatic door openers							
Project Justification	X	Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings		Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			X
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 55,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 55,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		55,000					**$ 55,000**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 55,000**					**$ 55,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D10							
Project Cost Centre - Name	NON-OSIM GUIDERAILS							
Lead Department	PW							
Managing Department/Division	PW							
Project Description	Replacement or upgrades of guiderails not tied to OSIM Structures							
Project Justification	X	Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
		Maintenance Cost Savings		Improves Efficiency	X	Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization	Low (< 35)	Medium (35 - 70)	High (>70)
1 - Legislative, Health and Safety			X
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 100,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ -**	**$ -**	**$ 150,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			50,000	50,000			**$ 100,000**
General Rate Capital Reserve		50,000					**$ 50,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 50,000**	**$ 50,000**	**$ 50,000**			**$ 150,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D11							
Project Cost Centre - Name	2X0042 - ANNUAL FIBAR UPGRADES							
Lead Department	FM							
Managing Department/Division	RecFM							
Project Description	Replacing material around playground structures to provide safer surface as per playground standards and accessibility standards.							
Project Justification	X	Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings		Improves Efficiency		Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization	Low (< 35)	Medium (35 - 70)	High (>70)
1 - Legislative, Health and Safety			X
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan

Year	Estimated Carry-forward from 2024 Budget	2025	2026	2027	2028	2029	Total New 2025 - 2029
Total Project Costs	**$ -**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 50,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			10,000	10,000	10,000	10,000	**$ 40,000**
General Rate Capital Reserve		10,000					**$ 10,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 50,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D12							
Project Cost Centre - Name	Booster Station Backflow Preventor Move							
Lead Department	E&E							
Managing Department/Division	E&E ,Util							
Project Description	Relocation of backflow preventor to allow for recertification at the Amherstview to Odessa water Booster Station							
Project Justification	X	Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
		Maintenance Cost Savings		Improves Efficiency		Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			X
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 50,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		50,000					**$ 50,000**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 50,000**					**$ 50,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D13							
Project Cost Centre - Name	Condition Assessments & Energy Audits							
Lead Department	CSSI							
Managing Department/Division	CSSI / Eng							
Project Description	Building Condition Assessments & Energey Audits							
Project Justification	X	Legislative Requirement		Funding Available		Restores or Maintains Service Levels		Mitigates Risk
		Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization	Low (< 35)	Medium (35 - 70)	High (>70)
1 - Legislative, Health and Safety			X
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ 150,000**	**$ 300,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS						150,000	**$ 150,000**
General Rate Capital Reserve		117,000					**$ 117,000**
Water Capital Reserve		9,000					**$ 9,000**
Sewer Capital Reserve		24,000					**$ 24,000**
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 150,000**				**$ 150,000**	**$ 300,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D14							
Project Cost Centre - Name	Lakeview PS - Pump 3 Upsizing and Electrical							
Lead Department	E&E							
Managing Department/Division	E&E, Util							
Project Description	Design and construction to replace a pump at the end of lifecycle, upsizing the capacity to account for growth. Includes upgrades to the electrical system to bring the facility into code compliance.							
Project Justification	X	Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			X
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 185,000**	**$ 1,530,000**	**$ -**	**$ -**	**$ -**	**$ 1,715,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			1,530,000				**$ 1,530,000**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		42,550					**$ 42,550**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		142,450					**$ 142,450**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 185,000**	**$ 1,530,000**				**$ 1,715,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D15							
Project Cost Centre - Name	2X0036 - METER REPLACEMENTS							
Lead Department	Util							
Managing Department/Division	Util							
Project Description	Water Meter Replacements - Industrial , Commercial, Residential. This is to maintain accurate metering and water loss reduction in the Water Distribution Systems. Small reduction for years 2025 & 2026 due to heavy investments required in other areas.							
Project Justification	X	Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			X
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 100,000**	**$ 100,000**	**$ 140,000**	**$ 140,000**	**$ 140,000**	**$ 620,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			100,000	140,000	140,000	140,000	**$ 520,000**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		100,000					**$ 100,000**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 100,000**	**$ 100,000**	**$ 140,000**	**$ 140,000**	**$ 140,000**	**$ 620,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D16							
Project Cost Centre - Name	FWTP High Lift Pump Rebuild							
Lead Department	Util							
Managing Department/Division	Util							
Project Description	Fairfield WTP High Lift Pump Rebuilds are necessary to regain pumping capacity and reliability.							
Project Justification	X	Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			X
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 45,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 45,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		45,000					**$ 45,000**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 45,000**					**$ 45,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D17							
Project Cost Centre - Name	FWTP Low Lift Pump Rebuild							
Lead Department	Util							
Managing Department/Division	Util							
Project Description	Fairfield WTP Low Lift Pump Rebuilds are necessary to regain pumping capacity and reliability.							
Project Justification	X	Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization	Low (< 35)	Medium (35 - 70)	High (>70)
1 - Legislative, Health and Safety			
2 - Lifecycle			X
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 45,000**	**$ -**	**$ 45,000**	**$ -**	**$ 45,000**	**$ 135,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS				45,000		45,000	**$ 90,000**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		45,000					**$ 45,000**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 45,000**		**$ 45,000**		**$ 45,000**	**$ 135,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D18							
Project Cost Centre - Name	AWPCP RAS Pump 1 Replacement							
Lead Department	Util							
Managing Department/Division	Util							
Project Description	Replacement Return Activated Sludge (RAS)Pumps at the WWTP are necessary for WWTP operations.							
Project Justification	X	Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			X
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan								
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 20,000**	**$ -**	**$ 20,000**	**$ -**	**$ -**	**$ 40,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS				20,000			**$ 20,000**
General Rate Capital Reserve		-					$ -
Water Capital Reserve		-					$ -
Sewer Capital Reserve		20,000					**$ 20,000**
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 20,000**		**$ 20,000**			**$ 40,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D19							
Project Cost Centre - Name	Bridge St SPS Pump Rebuild							
Lead Department	Util							
Managing Department/Division	Util							
Project Description	Pumps are 20 years old and are at end of life cycle. Rebuilds are necessary to maintain station . Growth to contribute to replacement and upsize in 2-5 years (Growth Dependent) .							
Project Justification	X	Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			X
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan								
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 20,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 20,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		20,000					**$ 20,000**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 20,000**					**$ 20,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D20							
Project Cost Centre - Name	Taylor Kidd SPS Pump Rebuilds							
Lead Department	Util							
Managing Department/Division	Util							
Project Description	Pumps require rebuilds due to age.							
Project Justification	X	Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			X
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 20,000**	**$ 20,000**	**$ 20,000**	**$ -**	**$ -**	**$ 60,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			20,000	20,000			**$ 40,000**
General Rate Capital Reserve		-					$ -
Water Capital Reserve		-					$ -
Sewer Capital Reserve		20,000					**$ 20,000**
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 20,000**	**$ 20,000**	**$ 20,000**			**$ 60,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D21							
Project Cost Centre - Name	Watermain Relining Program							
Lead Department	E&E							
Managing Department/Division	E&E, Util							
Project Description	Watermain relining program to extend useful asset life of aging watermains, in accordance with AMP.							
Project Justification	X	Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency	X	Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			X
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 150,000**	**$ 700,000**	**$ 700,000**	**$ 700,000**	**$ 700,000**	**$ 2,950,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			700,000	700,000	700,000	700,000	**$ 2,800,000**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		150,000					**$ 150,000**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 150,000**	**$ 700,000**	**$ 700,000**	**$ 700,000**	**$ 700,000**	**$ 2,950,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D22							
Project Cost Centre - Name	2025 - POTTER STREET ROUNDABOUT MODIFICATIONS							
Lead Department	PW							
Managing Department/Division	PW							
Project Description	Potter Street Roundabout Modifications							
Project Justification	X	Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings		Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			X
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 60,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 60,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		60,000					**$ 60,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 60,000**					**$ 60,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D23							
Project Cost Centre - Name	240013 - ODESSA MAIN ST RECONSTRUCTION							
Lead Department	E&E							
Managing Department/Division	E&E, PW, Util, Rec							
Project Description	Replacement of watermain in coordination with County of L&A road resurfacing works.							
Project Justification	X	Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings		Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			X
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 50,000**	**$ 50,000**	**$ 3,500,000**	**$ 3,500,000**	**$ 3,500,000**	**$ -**	**$ 10,550,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			3,500,000	3,500,000	3,500,000		**$ 10,500,000**
General Rate Capital Reserve		30,000					**$ 30,000**
Water Capital Reserve		10,000					**$ 10,000**
Sewer Capital Reserve		10,000					**$ 10,000**
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 50,000**	**$ 3,500,000**	**$ 3,500,000**	**$ 3,500,000**		**$ 10,550,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D24							
Project Cost Centre - Name	OSIM BRIDGE LIFECYCLE							
Lead Department	PW							
Managing Department/Division	PW							
Project Description	Replacement of OSIM bridges based on recommendations of OSIM Inspection Reports							
Project Justification	X	Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings		Improves Efficiency	X	Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			X
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 707,200**	**$ 500,000**	**$ 615,000**	**$ 545,000**	**$ 520,000**	**$ -**	**$ 2,180,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			615,000	545,000	520,000		**$ 1,680,000**
General Rate Capital Reserve		-					$ -
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ -**	**$ 615,000**	**$ 545,000**	**$ 520,000**		**$ 1,680,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D25							
Project Cost Centre - Name	BWTP - Recoat Tanks and Filter Install							
Lead Department	E&E							
Managing Department/Division	E&E, Util							
Project Description	Epoxy coating the gravity membrane tanks with new material and installation of a new filter on a backwash line intended to improve plant performance and reduce maintenance requirements.							
Project Justification	X	Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			X
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 290,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 290,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		153,700					**$ 153,700**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		136,300					**$ 136,300**
Debt		-					**$ -**
Total New Financing Required		**$ 290,000**					**$ 290,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D26							
Project Cost Centre - Name	Layer Cake Hall - West Addition Structural Renovation							
Lead Department	E&E							
Managing Department/Division	E&E, RecFM							
Project Description	Layer Cake Hall is a heritage building assumed by the Township in 2019. The rehabilitation of Layer Cake Hall would prioritize efforts to ensure the structural integrity of the historic building.							
Project Justification	X	Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings		Improves Efficiency	X	Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			X
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 35,000**	**$ 220,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 220,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		220,000					**$ 220,000**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 220,000**					**$ 220,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D27							
Project Cost Centre - Name	BWTP - Raw water intake structure assessment							
Lead Department	E&E							
Managing Department/Division	E&E, Util							
Project Description	Structural assessment of the raw water intake as per recommendation from the IMP							
Project Justification	X	Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings		Improves Efficiency	X	Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			X
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 50,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		26,500					**$ 26,500**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		23,500					**$ 23,500**
Debt		-					**$ -**
Total New Financing Required		**$ 50,000**					**$ 50,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D28							
Project Cost Centre - Name	HVAC Replacement Program							
Lead Department	E&E							
Managing Department/Division	E&E, All							
Project Description	Lifecycle replacement of HVAC equipment across the Township, consistent with the AMP. Includes review of energy efficiency and making upgrades where appropriate in alignment with the Climate Action Plan.							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency	X	Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle		X	
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 176,000**	**$ 300,000**	**$ 300,000**	**$ 300,000**	**$ 300,000**	**$ 1,376,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			300,000	300,000	300,000	300,000	**$ 1,200,000**
General Rate Capital Reserve		80,000					**$ 80,000**
Water Capital Reserve		30,000					**$ 30,000**
Sewer Capital Reserve		66,000					**$ 66,000**
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 176,000**	**$ 300,000**	**$ 300,000**	**$ 300,000**	**$ 300,000**	**$ 1,376,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D29							
Project Cost Centre - Name	Parking Lot and Pathway Program							
Lead Department	E&E							
Managing Department/Division	E&E, All							
Project Description	Lifecycle replacement of parking lots and pathways across the Township, consistent with the AMP.							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency	X	Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle		X	
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 110,000**	**$ 110,000**	**$ 110,000**	**$ 110,000**	**$ 110,000**	**$ 550,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			110,000	110,000	110,000	110,000	**$ 440,000**
General Rate Capital Reserve		110,000					**$ 110,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 110,000**	**$ 110,000**	**$ 110,000**	**$ 110,000**	**$ 110,000**	**$ 550,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D30							
Project Cost Centre - Name	ANNUAL HEAVY DUTY FLEET - Corporate - Carryforward - Still in 2024 Budget							
Lead Department	Fleet							
Managing Department/Division	Fleet							
Project Description	Annual Heavy Duty Fleet							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency	X	Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization	Low (< 35)	Medium (35 - 70)	High (>70)
1 - Legislative, Health and Safety			
2 - Lifecycle		X	
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 1,675,200**	**$ 425,000**	**$ 1,000,900**	**$ -**	**$ 530,900**	**$ 1,174,800**	**$ 3,131,600**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			1,000,900		530,900	1,174,800	**$ 2,706,600**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		425,000					**$ 425,000**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 425,000**	**$ 1,000,900**		**$ 530,900**	**$ 1,174,800**	**$ 3,131,600**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D31							
Project Cost Centre - Name	Roof Replacement Program							
Lead Department	E&E							
Managing Department/Division	E&E, All							
Project Description	Lifecycle replacement of roof materials across the the Township, consistent with the AMP.							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency	X	Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization	Low (< 35)	Medium (35 - 70)	High (>70)
1 - Legislative, Health and Safety			
2 - Lifecycle		X	
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 500,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			100,000	100,000	100,000	100,000	**$ 400,000**
General Rate Capital Reserve		100,000					**$ 100,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 500,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D32							
Project Cost Centre - Name	ANNUAL FLEET - FIRE - VEHICLES & EQUIPMENT							
Lead Department	Fire							
Managing Department/Division	Fleet, Fire							
Project Description	Annual fire fleet replacement program in 2024 includes replacement of Pumper P912 with P911 which is to be replaced with the new Pumper - $800,000, as well as Pumper P932 with P941 which is to be replaced with a new Pumper - $800,000.							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency	X	Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle		X	
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 1,600,000**	**$ 65,000**	**$ 2,218,400**	**$ -**	**$ 154,500**	**$ 937,100**	**$ 3,375,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			2,218,400		154,500	937,100	**$ 3,310,000**
General Rate Capital Reserve		65,000					**$ 65,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 65,000**	**$ 2,218,400**		**$ 154,500**	**$ 937,100**	**$ 3,375,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D33							
Project Cost Centre - Name	ANNUAL LIGHT DUTY FLEET - Corporate							
Lead Department	Fleet							
Managing Department/Division	Fleet							
Project Description	One Half Ton Pickup - FCM							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency	X	Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization	Low (< 35)	Medium (35 - 70)	High (>70)
1 - Legislative, Health and Safety			
2 - Lifecycle		X	
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 65,000**	**$ 137,600**	**$ 134,800**	**$ 112,000**	**$ 41,100**	**$ 490,500**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			137,600	134,800	112,000	41,100	**$ 425,500**
General Rate Capital Reserve		-					$ -
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		65,000					**$ 65,000**
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 65,000**	**$ 137,600**	**$ 134,800**	**$ 112,000**	**$ 41,100**	**$ 490,500**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D34							
Project Cost Centre - Name	Storm Ponds Clean-out/Dredging (roughly 1000 m3/year)							
Lead Department	PW							
Managing Department/Division	PW							
Project Description	Ensures capacity of stormwater conveyence system, maintaines structures							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency	X	Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization	Low (< 35)	Medium (35 - 70)	High (>70)
1 - Legislative, Health and Safety			
2 - Lifecycle		X	
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 50,000**	**$ 100,000**	**$ 115,000**	**$ 115,000**	**$ 120,000**	**$ 500,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			100,000	115,000	115,000	120,000	**$ 450,000**
General Rate Capital Reserve		50,000					**$ 50,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 50,000**	**$ 100,000**	**$ 115,000**	**$ 115,000**	**$ 120,000**	**$ 500,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D35							
Project Cost Centre - Name	System connection - feasibility study							
Lead Department	E&E							
Managing Department/Division	E&E, Util							
Project Description	Detailed study to review cost/benefit analysis of sending sewage from bath to amherstview to be treated, and decommissioning the Bath STP. In accordance with recommendation from the IMP.							
Project Justification	X	Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency	X	Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth		X	
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 150,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		79,500					**$ 79,500**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		70,500					**$ 70,500**
Debt		-					**$ -**
Total New Financing Required		**$ 150,000**					**$ 150,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D36							
Project Cost Centre - Name	Impost Study							
Lead Department	E&E							
Managing Department/Division	E&E, Util							
Project Description	5 year renewal of Impost Fee background study.							
Project Justification		Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency	X	Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth		X	
5 - New Initiatives			

Proposed Costs and Funding Plan								
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 30,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 30,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		15,000					**$ 15,000**
Sewer Impost Growth		15,000					**$ 15,000**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 30,000**					**$ 30,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D37							
Project Cost Centre - Name	Fairfield House Restoration							
Lead Department	E&E							
Managing Department/Division	E&E, HCT, RecFM							
Project Description	Design and construction to rehabilitate the Fairfield House.							
Project Justification	X	Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings		Improves Efficiency		Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle		X	
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 200,000**	**$ -**	**$ 1,600,000**	**$ -**	**$ -**	**$ 1,800,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS				1,600,000			**$ 1,600,000**
General Rate Capital Reserve		200,000					**$ 200,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 200,000**		**$ 1,600,000**			**$ 1,800,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D38							
Project Cost Centre - Name	240020 - FIRE TRAINING CENTRE REPAIRS							
Lead Department	E&E							
Managing Department/Division	E&E, Fire							
Project Description	Lifecycle repairs of the fire protection system at the training centre.							
Project Justification		Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings		Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle		X	
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 40,000**	**$ 80,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 80,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		80,000					**$ 80,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 80,000**					**$ 80,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D39							
Project Cost Centre - Name	SIGN - ANNUAL ROADWAY SIGN REPLACEMENT							
Lead Department	PW							
Managing Department/Division	PW							
Project Description	Annual roadway sign replacement, including regulatory, safety and priority signs.							
Project Justification	X	Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
		Maintenance Cost Savings		Improves Efficiency	X	Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization	Low (< 35)	Medium (35 - 70)	High (>70)
1 - Legislative, Health and Safety			
2 - Lifecycle			
3 - Ongoing Programs		X	
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 20,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 50,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			10,000	10,000	10,000	10,000	**$ 40,000**
General Rate Capital Reserve		10,000					**$ 10,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 50,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D40							
Project Cost Centre - Name	200053 - ROAD REHAB ON ABSALOM RD & DOYLE							
Lead Department	PW							
Managing Department/Division	PW							
Project Description	Asphalt resurfacing and ditching rehabilitation.							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings		Improves Efficiency	X	Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization	Low (< 35)	Medium (35 - 70)	High (>70)
1 - Legislative, Health and Safety			
2 - Lifecycle		X	
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 75,000**	**$ 1,000,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,000,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		1,000,000					**$ 1,000,000**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 1,000,000**					**$ 1,000,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D41							
Project Cost Centre - Name	200051 - SIMMONS ROAD RECONSTRUCTION							
Lead Department	PW							
Managing Department/Division	PW							
Project Description	The design of the reconstruction was completed in 2020 with the construction phase of the project reviewed each year and recommendation for construction is 2025.							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings		Improves Efficiency	X	Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle		X	
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 18,700**	**$ 700,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 700,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		700,000					**$ 700,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 700,000**					**$ 700,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D42							
Project Cost Centre - Name	230028 - PRUYN CRES AND SIR JOHN JOHNSON DR RECON							
Lead Department	E&E							
Managing Department/Division	E&E, Util, PW, RecFM							
Project Description	Design and reconstruction of the right-of-way. Will include reviewing condition of watermain, sanitary sewer, and storm water management and replacement/improvements as necessary. Construction will include new asphalt roadway, as well as improved pedestrian facilities.							
Project Justification	X	Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
		Maintenance Cost Savings		Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle		X	
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 235,400**	**$ 5,250,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 5,250,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		1,730,000					**$ 1,730,000**
Water Capital Reserve		1,810,000					**$ 1,810,000**
Sewer Capital Reserve		1,550,000					**$ 1,550,000**
Development Charges		20,000					**$ 20,000**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		140,000					**$ 140,000**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 5,250,000**					**$ 5,250,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D43							
Project Cost Centre - Name	HCB LIFECYCLE							
Lead Department	PW							
Managing Department/Division	PW							
Project Description	Proposed annual envelope based on AMP preservation strategy							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings		Improves Efficiency	X	Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization	Low (< 35)	Medium (35 - 70)	High (>70)
1 - Legislative, Health and Safety			
2 - Lifecycle		X	
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 1,283,300**	**$ 1,300,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 9,300,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			2,000,000	2,000,000	2,000,000	2,000,000	**$ 8,000,000**
General Rate Capital Reserve		880,032					**$ 880,032**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		419,968					**$ 419,968**
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 1,300,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 9,300,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D44							
Project Cost Centre - Name	LCB LIFECYCLE							
Lead Department	PW							
Managing Department/Division	PW							
Project Description	Proposed annual envelope based on AMP preservation strategy							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings		Improves Efficiency	X	Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization	Low (< 35)	Medium (35 - 70)	High (>70)
1 - Legislative, Health and Safety			
2 - Lifecycle		X	
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 750,000**	**$ 2,600,000**	**$ 2,900,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 10,250,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			2,600,000	2,900,000	2,000,000	2,000,000	**$ 9,500,000**
General Rate Capital Reserve		514,843					**$ 514,843**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		235,157					**$ 235,157**
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 750,000**	**$ 2,600,000**	**$ 2,900,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 10,250,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D45							
Project Cost Centre - Name	TREE ASSET MANAGEMENT PROGRAM							
Lead Department	FM							
Managing Department/Division	RecFM							
Project Description	Multi-year reoccuring program to manage natural assets including the replacement of existing diseased trees and the installation of new trees as per the Township's climate action plan. Includes boulevard trees, Trees on Township properties and in parks.							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
		Maintenance Cost Savings	X	Improves Efficiency	X	Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			
3 - Ongoing Programs		X	
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 101,900**	**$ 150,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 50,000**	**$ 500,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			100,000	100,000	100,000	50,000	**$ 350,000**
General Rate Capital Reserve		150,000					**$ 150,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 150,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 50,000**	**$ 500,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D46							
Project Cost Centre - Name	2X0037 - ANNUAL BUNKER GEAR REPLACEMENT							
Lead Department	Fire							
Managing Department/Division	Fire							
Project Description	Annual Bunker Gear Replacement							
Project Justification	X	Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
		Maintenance Cost Savings		Improves Efficiency		Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle		X	
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 33,000**	**$ 33,000**	**$ 33,000**	**$ 33,000**	**$ 33,000**	**$ 165,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			33,000	33,000	33,000	33,000	**$ 132,000**
General Rate Capital Reserve		33,000					**$ 33,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 33,000**	**$ 33,000**	**$ 33,000**	**$ 33,000**	**$ 33,000**	**$ 165,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D47							
Project Cost Centre - Name	2X0039 - ANNUAL POOLED FIRE EQUIPMENT REPLACEMENT							
Lead Department	Fire							
Managing Department/Division	Fire							
Project Description	Personal Protective Equipment required for Fire Fighters							
Project Justification	X	Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
		Maintenance Cost Savings		Improves Efficiency		Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle		X	
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 30,000**	**$ 30,000**	**$ 30,000**	**$ 30,000**	**$ 30,000**	**$ 150,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			30,000	30,000	30,000	30,000	**$ 120,000**
General Rate Capital Reserve		30,000					**$ 30,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 30,000**	**$ 30,000**	**$ 30,000**	**$ 30,000**	**$ 30,000**	**$ 150,000**

Loyalist Township
2024 Capital Budget Proposal

Details							
Project ID, Cost Centre - Name	D48						
Project Cost Centre - Name	2X0038 - BUNKER GEAR FOR NEW FIREFIGHTERS						
Lead Department	Fire						
Managing Department/Division	Fire						
Project Description	Bunker Gear for New Fire Fighters						
Project Justification	X	Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
		Maintenance Cost Savings		Improves Efficiency		Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle		X	
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 30,000**	**$ 30,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 30,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		30,000					**$ 30,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 30,000**					**$ 30,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D49							
Project Cost Centre - Name	240024 - UTILITY RELOCATIONS FOR FUTURE PROJECTS							
Lead Department	PW							
Managing Department/Division	PW							
Project Description	Utility leadtime is up to three years, costs to be assigned to future capital projects							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings		Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			
3 - Ongoing Programs		X	
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 100,000**	**$ 50,000**	**$ 75,000**	**$ 75,000**	**$ 75,000**	**$ 50,000**	**$ 325,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			75,000	75,000	75,000	50,000	**$ 275,000**
General Rate Capital Reserve		50,000					**$ 50,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 50,000**	**$ 75,000**	**$ 75,000**	**$ 75,000**	**$ 50,000**	**$ 325,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D50							
Project Cost Centre - Name	WIDEN - GENERAL ROAD WIDENING							
Lead Department	PW							
Managing Department/Division	PW							
Project Description	This project is to ensure the Township is meeting the standards for road widths and allows for drainage improvements when necessary.							
Project Justification		Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
		Maintenance Cost Savings		Improves Efficiency	X	Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			
3 - Ongoing Programs		X	
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 163,800**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 250,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			50,000	50,000	50,000	50,000	**$ 200,000**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		-					**$ -**
Development Charges		50,000					**$ 50,000**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 250,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D51							
Project Cost Centre - Name	180015 - AMHERST DR. URBANIZATION							
Lead Department	E&E							
Managing Department/Division	E&E, PW							
Project Description	This project upgrades the road cross section of Amherst Drive from Speers to County Rd 6 to include storm sewer, curb as well as a wider road surface.							
Project Justification		Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
		Maintenance Cost Savings	X	Improves Efficiency	X	Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization	Low (< 35)	Medium (35 - 70)	High (>70)
1 - Legislative, Health and Safety			
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth		X	
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 258,300**	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 150,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		150,000					**$ 150,000**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 150,000**					**$ 150,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D52							
Project Cost Centre - Name	Dinosaur Park Playground Replacement							
Lead Department	FM							
Managing Department/Division	RecFM							
Project Description	Lifecycle replacement of play structures at Dinosaur park (past due to be replaced)							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings		Improves Efficiency		Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization	Low (< 35)	Medium (35 - 70)	High (>70)
1 - Legislative, Health and Safety			
2 - Lifecycle		X	
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 167,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 167,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		167,000					**$ 167,000**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 167,000**					**$ 167,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D53							
Project Cost Centre - Name	Discovery Centre Exterior Painting							
Lead Department	E&E							
Managing Department/Division	E&E, RecFM							
Project Description	Preventative lifecycle maintenance to repaint the Discovery Centre.							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings		Improves Efficiency		Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle		X	
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 150,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		150,000					**$ 150,000**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 150,000**					**$ 150,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D54							
Project Cost Centre - Name	CULVER - ANNUAL CULVERT REPLACEMENTS							
Lead Department	PW							
Managing Department/Division	PW							
Project Description	Annual program to replace deteriorated cross culverts and driveway culverts. Prepare rural roadway for resurfacing program a year ahead.							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
		Maintenance Cost Savings		Improves Efficiency	X	Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization	Low (< 35)	Medium (35 - 70)	High (>70)
1 - Legislative, Health and Safety			
2 - Lifecycle		X	
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 118,400**	**$ 75,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 475,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			100,000	100,000	100,000	100,000	**$ 400,000**
General Rate Capital Reserve		75,000					**$ 75,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 75,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 475,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D55							
Project Cost Centre - Name	Bridge St. SPS - capacity upgrades							
Lead Department	E&E							
Managing Department/Division	E&E, Util							
Project Description	Pump upgrades at Bridge St sewage pumping station to accomodate future growth.							
Project Justification		Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
		Maintenance Cost Savings	X	Improves Efficiency	X	Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization	Low (< 35)	Medium (35 - 70)	High (>70)
1 - Legislative, Health and Safety			
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth		X	
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 40,000**	**$ 150,000**	**$ 1,000,000**	**$ 3,500,000**	**$ -**	**$ 4,690,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			150,000	1,000,000	3,500,000		**$ 4,650,000**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		40,000					**$ 40,000**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 40,000**	**$ 150,000**	**$ 1,000,000**	**$ 3,500,000**		**$ 4,690,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D56							
Project Cost Centre - Name	240017 - COUNTY RD 6 & TKB INTERSECTION UPGRADES							
Lead Department	E&E							
Managing Department/Division	E&E, Util, PW							
Project Description	Northerly extension of existing multi-use pathway along the east side of County Road 6 from the south side of Taylor Kidd Blvd to the Loyalist East Business Park							
Project Justification		Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
		Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth	X		
5 - New Initiatives			

Proposed Costs and Funding Plan								
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 425,000**	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 150,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		-					**$ -**
Development Charges		150,000					**$ 150,000**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 150,000**					**$ 150,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D57							
Project Cost Centre - Name	BSTP - CSC flow meter upgrades							
Lead Department	E&E							
Managing Department/Division	E&E, Util							
Project Description	Installation of an improved flow monitoring station from the CSC sanitary connection at the Bath Sewage Treatment Plant, in accordance with recommendation from the IMP.							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency	X	Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives	X		

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 40,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 40,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		40,000					**$ 40,000**
Debt		-					**$ -**
Total New Financing Required		**$ 40,000**					**$ 40,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D58							
Project Cost Centre - Name	Amherstview West - Servicing							
Lead Department	E&E							
Managing Department/Division	E&E, Util							
Project Description	Installation of water and sanitary services to the Amherstview West Secondary Plan lands in advance of the County Road 6 repaving.							
Project Justification		Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
		Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth	X		
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 350,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 350,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		255,500					**$ 255,500**
Sewer Impost Growth		94,500					**$ 94,500**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 350,000**					**$ 350,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D59							
Project Cost Centre - Name	EV Charger Strategy							
Lead Department	E&E							
Managing Department/Division	E&E, All							
Project Description	Review implementation of EVs across the Township, including analysis of electrical capacity at various facilities for future chargers.							
Project Justification		Legislative Requirement	X	Funding Available		Restores or Maintains Service Levels		Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency	X	Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives	X		

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 200,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 200,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		100,000					**$ 100,000**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		100,000					**$ 100,000**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 200,000**					**$ 200,000**

Loyalist Township
2024 Capital Budget Proposal

Details							
Project ID, Cost Centre - Name	D60						
Project Cost Centre - Name	Arts, Culture and Heritage Master Plan						
Lead Department	HCT						
Managing Department/Division	CCS (HCT)						
Project Description	As identified in the 2024-2027 Strategic Plan						
Project Justification		Legislative Requirement		Funding Available		Restores or Maintains Service Levels		Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency	X	Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives	X		

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 125,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 125,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		125,000					**$ 125,000**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 125,000**					**$ 125,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D61							
Project Cost Centre - Name	Computer Annual Replacement							
Lead Department	IT							
Managing Department/Division	IT							
Project Description	This is an annual project to replace workstation hardware that has been identified as End of Life by the vendor and no longer recieves firmware/software/hardware support. Hardware in this state poses a significant risk to the organizations overall security posture. Especially as more sites begin using this type of technology.							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
		Maintenance Cost Savings		Improves Efficiency		Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle	X		
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 85,000**	**$ 55,000**	**$ 80,000**	**$ 55,000**	**$ 90,000**	**$ 55,000**	**$ 335,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			80,000	55,000	90,000	55,000	**$ 280,000**
General Rate Capital Reserve		55,000					**$ 55,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 55,000**	**$ 80,000**	**$ 55,000**	**$ 90,000**	**$ 55,000**	**$ 335,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D62							
Project Cost Centre - Name	Camera - Security							
Lead Department	IT							
Managing Department/Division	IT							
Project Description	This is an annual project to replace security camera hardware that has been identified as End of Life by the vendor and no longer recieves firmware/software/hardware support. Hardware in this state poses a significant risk to the organizations overall security posture. Especially as more sites begin using this type of technology.							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
		Maintenance Cost Savings		Improves Efficiency		Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle	X		
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 40,000**	**$ 20,000**	**$ 20,000**	**$ -**	**$ 75,000**	**$ 155,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			20,000	20,000		75,000	**$ 115,000**
General Rate Capital Reserve		40,000					**$ 40,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 40,000**	**$ 20,000**	**$ 20,000**		**$ 75,000**	**$ 155,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D63							
Project Cost Centre - Name	Print							
Lead Department	IT							
Managing Department/Division	IT							
Project Description	This is an annual project to replace printer hardware that has been identified as End of Life by the vendor and no longer recieves firmware/software/hardware support. Hardware in this state poses a significant risk to the organizations overall security posture. Especially as more sites begin using this type of technology.							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
		Maintenance Cost Savings		Improves Efficiency		Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle	X		
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 5,000**	**$ 16,000**	**$ 20,000**	**$ 15,000**	**$ -**	**$ 56,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			16,000	20,000	15,000		**$ 51,000**
General Rate Capital Reserve		5,000					**$ 5,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 5,000**	**$ 16,000**	**$ 20,000**	**$ 15,000**		**$ 56,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D64							
Project Cost Centre - Name	240041 - BATH WWTP WATER RECLAMATION SYSTEM							
Lead Department	E&E							
Managing Department/Division	E&E, Util							
Project Description	Design and installation of a water reclemation system to reduce water consumption.							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency	X	Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives	X		

Proposed Costs and Funding Plan								
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 50,000**	**$ 100,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 100,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		53,000					**$ 53,000**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		47,000					**$ 47,000**
Debt		-					**$ -**
Total New Financing Required		**$ 100,000**					**$ 100,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D65							
Project Cost Centre - Name	Community Energy Financing - Feasibility Study							
Lead Department	E&E							
Managing Department/Division	E&E							
Project Description	Initial study looking at implementing a Community Energy Financing program for the Township, in accordance with the Climate Action Plan							
Project Justification		Legislative Requirement	X	Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
		Maintenance Cost Savings		Improves Efficiency	X	Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives	X		

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 150,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		30,000					**$ 30,000**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		120,000					**$ 120,000**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 150,000**					**$ 150,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D66							
Project Cost Centre - Name	240040 - BATH WWTP SLUDGE DECANT SYSTEM							
Lead Department	E&E							
Managing Department/Division	E&E, Util							
Project Description	Installation of an improved decant system to reduce operation and maintenance time requirements.							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives	X		

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ 15,000**	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 50,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		-					**$ -**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		26,500					**$ 26,500**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		23,500					**$ 23,500**
Debt		-					**$ -**
Total New Financing Required		**$ 50,000**					**$ 50,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D67							
Project Cost Centre - Name	Traffic calming Engineering technical reviews on priority roads							
Lead Department	PW							
Managing Department/Division	E&E, PW							
Project Description	Taffic calming Engieering technical reviews on priority roads							
Project Justification		Legislative Requirement		Funding Available	X	Restores or Maintains Service Levels	X	Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization	Low (< 35)	Medium (35 - 70)	High (>70)
1 - Legislative, Health and Safety			
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives	X		

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ -**	**$ 100,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS			25,000	25,000	25,000		**$ 75,000**
General Rate Capital Reserve		25,000					**$ 25,000**
Water Capital Reserve		-					$ -
Sewer Capital Reserve		-					$ -
Development Charges		-					$ -
Reserves/Reserve Funds		-					$ -
Fleet Reserve		-					$ -
Water Impost Growth		-					$ -
Sewer Impost Growth		-					$ -
Water Impost Club		-					$ -
Sewer Impost Club		-					$ -
Other Grants		-					$ -
Canada Comm. Benefit Fund (CCBF)		-					$ -
Ontario Comm. Infrastructure Fund (OSIF)		-					$ -
Third-Party Agreements		-					$ -
Debt		-					$ -
Total New Financing Required		**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**		**$ 100,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D68							
Project Cost Centre - Name	Leisure and Activity Centre Equipment							
Lead Department	Rec							
Managing Department/Division	RecFM							
Project Description	Lifecycle replacement - tables and chairs required for delivery of programs. Some new tables and chairs required to meet program deliery requirements.							
Project Justification		Legislative Requirement		Funding Available		Restores or Maintains Service Levels		Mitigates Risk
		Maintenance Cost Savings		Improves Efficiency		Plan Approved by Council		Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle	X		
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives			

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 10,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 10,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		10,000					**$ 10,000**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 10,000**					**$ 10,000**

Loyalist Township
2024 Capital Budget Proposal

Details								
Project ID, Cost Centre - Name	D69							
Project Cost Centre - Name	SCBA FILL STATION (AMHERSTVIEW STATION)							
Lead Department	Fire							
Managing Department/Division	Fire							
Project Description	New SCBA Fill Station in Amherstview to improve efficiencies							
Project Justification		Legislative Requirement		Funding Available		Restores or Maintains Service Levels		Mitigates Risk
	X	Maintenance Cost Savings	X	Improves Efficiency		Plan Approved by Council	X	Enhances Service Levels
Specific Funding Available								

Prioritization			
	Low (< 35)	**Medium (35 - 70)**	**High (>70)**
1 - Legislative, Health and Safety			
2 - Lifecycle			
3 - Ongoing Programs			
4 - Growth			
5 - New Initiatives	X		

Proposed Costs and Funding Plan							
Year	**Estimated Carry-forward from 2024 Budget**	**2025**	**2026**	**2027**	**2028**	**2029**	**Total New 2025 - 2029**
Total Project Costs	**$ -**	**$ 85,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 85,000**
Draft Funding Plan							
TO BE DETERMINED IN FUTURE YEARS							**$ -**
General Rate Capital Reserve		85,000					**$ 85,000**
Water Capital Reserve		-					**$ -**
Sewer Capital Reserve		-					**$ -**
Development Charges		-					**$ -**
Reserves/Reserve Funds		-					**$ -**
Fleet Reserve		-					**$ -**
Water Impost Growth		-					**$ -**
Sewer Impost Growth		-					**$ -**
Water Impost Club		-					**$ -**
Sewer Impost Club		-					**$ -**
Other Grants		-					**$ -**
Canada Comm. Benefit Fund (CCBF)		-					**$ -**
Ontario Comm. Infrastructure Fund (OSIF)		-					**$ -**
Third-Party Agreements		-					**$ -**
Debt		-					**$ -**
Total New Financing Required		**$ 85,000**					**$ 85,000**

APPENDIX D – RESERVE AND RESERVE FUND BALANCES

Loyalist Township
Reserve & Reserve Fund Projections

	Ending Reserve Balances, December 31, 2023)	Outflows for Projects Committed and unspent prior to 2024	2024 Inflows Per 2024 Budget	2024 Outflows Per 2024 Budget	Projected Reserve Balance - December 31, 2024	2025 Estimated inflows Per Budget	2025 Projected outflows Per outflows	Projected Reserve Balance - December 31, 2025
CATEGORY A: OBLIGATORY/EXTERNALLY RESTRICTED RESERVE FUNDS								
Development Charges	2,467,975		2,005,500	(13,439,900)	(8,966,425)	237,940	(420,200)	(9,148,685)
Parkland	367,556	(18,813)	68,100	(207,000)	209,843	57,700	(167,000)	100,543
Provincial Gas Tax	499,693		207,300	-	706,993	268,100	(561,460)	413,633
Canada Community Building Fund	2,282,693		686,400	(3,364,100)	(395,007)	630,164	(235,157)	(0)
OCIF	709,620	(1,538,259)	1,449,000	(1,500,000)	(879,639)	1,299,608	(419,968)	1
Building Rate Stabilization	1,221,180		45,600	-	1,266,780		(43,050)	1,223,730
Total	7,548,717		4,461,900	(18,511,000)	(8,057,455)	2,493,512	(1,846,835)	(7,410,779)
CATEGORY B/B1: DISCRETIONARY/RESTRICTED RESERVE FUNDS								
Landfill Obligations	1,061,324		103,500	-	1,164,824	61,500		1,226,324
Industrial & Business Parks	1,897,203	(24,948)	337,100	(1,000,000)	1,209,355	575,640		1,784,995
Ameriks Scholarship	21,513		900	-	22,413	1,000		23,413
Prepaid Local Charges	613,335	(7,100)	120,800	-	727,035			727,035
Community Vibrancy Fund	1,055,079		148,400	-	1,203,479	147,723	(78,825)	1,272,377
Community Benefit Agreement Fund	1,227,763		658,600	-	1,886,363	619,680	(366,098)	2,139,946
Road Use Agreement Fund	334,422	(194,617)	83,300	(242,700)	(19,596)	88,015		68,419
Ferry Berthage	656,829		26,200	-	683,029			683,029
Total	6,867,467		1,478,800	(1,242,700)	6,876,901	1,493,558	(444,922)	7,925,537
CATEGORY B2: DISCRETIONARY RESERVE FUNDS - IMPOST FEES								
Water Impost Fees - Club	4,815,354		808,500	(1,600,000)	4,023,854	471,300		4,495,154
Sewer Impost Fees - Club	5,751,368		879,900	(1,713,800)	4,917,468	468,100		5,385,568
Water Impost Fees - Growth	2,188,090		1,192,900	-	3,380,990	998,800	(435,500)	3,944,290
Sewer Impost Fees - Growth	1,665,961		553,900	-	2,219,861	352,700	(331,950)	2,240,611
Total	14,420,773		3,435,200	(3,313,800)	14,542,173	2,290,900	(767,450)	16,065,623
CATEGORY C: CONTINGENCY RESERVE FUNDS								
Workers' Compensation	293,853		11,700	-	305,553			305,553

Loyalist Township
Reserve & Reserve Fund Projections

	Ending Reserve Balances, December 31, 2023)	Outflows for Projects Committed and unspent prior to 2024	2024 Inflows Per 2024 Budget	2024 Outflows Per 2024 Budget	Projected Reserve Balance - December 31, 2024	2025 Estimated inflows Per Budget	2025 Projected outflows Per outflows	Projected Reserve Balance - December 31, 2025
CATEGORY D: ASSET REPLACEMENT/MANAGEMENT RESERVE FUNDS								
General Capital less HUB dedication	2,939,804	(3,209,139)	2,955,200	(2,984,200)	(298,335)	2,845,890	(7,054,875)	(4,507,320)
General Capital HUB dedication	1,721,200	(150,000)	250,000		1,821,200			1,821,200
Special Area Capital - Water	966,563	(897,163)	67,000	-	136,400	2,474,800	(2,601,200)	10,000
Special Area Capital - Sewer	1,342,601	(186,051)	90,300	-	1,246,850	915,700	(2,154,550)	8,000
Fleet & Equipment Replacement	1,426,917	(1,327,320)	2,157,200	(2,209,000)	47,797	550,000	(490,000)	107,797
Amherst Island Assets	97,857	(4,986)	300	(5,000)	88,171			88,171
Quarry Rehabilitation & Post-Closure	503,935		262,800	-	766,735	48,200		814,935
Ice Resurfacer	19,676		7,000	-	26,676	6,000		32,676
Heritage Preservation	-		-	-	-			-
Total	9,018,553		5,789,800	(5,198,200)	3,835,495	6,840,590	(12,300,625)	(1,624,540)
Total Reserve Funds	**38,149,362**		**15,177,400**	**(28,265,700)**	**17,502,666**	**13,118,560**	**(15,359,832)**	**15,261,393**
CATEGORY E: RESERVES								
Bath Canada Day	46,011			-	46,011			46,011
Bath Museum Committee	8,056			-	8,056			8,056
Election	17,814		15,000	-	32,814	20,000		52,814
Working Funds	1,583,081			(1,196,600)	386,481			386,481
Amherst Island Recreation Committee	-		1,200	-	1,200			1,200
Winter Control	220,000			-	220,000			220,000
General Rate Tax Stabilization	1,615,352			(2,500)	1,612,852			1,612,852
Utilities Rate Stabilization	582,246			-	582,246			582,246
Fire Training Centre	55,863			(40,000)	15,863			15,863
General Fire Department	26,990			-	26,990			26,990
Physician Recruitment	60,000				60,000			60,000
Ferry Operations	(1,430)			-	(1,430)			(1,430)
Transit Operations	11,696			-	11,696			11,696
Total Reserves	**4,225,678**		**16,200**	**(1,239,100)**	**3,002,778**	**20,000**	**-**	**3,022,778**
Grand Total	**42,375,040**		**15,193,600**	**(29,504,800)**	**20,505,444**	**13,138,560**	**(15,359,832)**	**18,284,171**

APPENDIX E – PRIORITIZATION OF CAPITAL PROJECTS POLICY

Staff Report

To	Committee of the Whole
Department	Economic Growth and Community Development Services Department
Meeting Date	Council and Committee of the Whole Meetings - 22 Oct 2024
Subject	Capital Project Prioritization Policy
Report Number	SR- 2790
Prepared by	Luke MacDonald

Recommendation

1. That the report from the Engineering and Environment Division, dated October 22nd, 2024 re: Capital Project Prioritization Policy, be received; and
2. That Council provides direction to staff to bring an updated policy back to Committee of the Whole prior to the 2026 budget deliberations.

Executive Summary

Purpose of Report

The intent of this report is to provide Council with an overview on the current Policy and Procedure used to prioritize capital projects for the annual budget review process. This report also seeks to determine if Council is interested in updating the Policy for the 2026 Budget (next year).

Report Highlights

- The existing Prioritization of Capital Projects policy identifies five key areas including: Safety, health, and legislative; Lifecycle Maintenance; Ongoing Problems; Growth; and New Initiatives.
- To implement the Policy staff developed a Procedure utilizing a weighted matrix approach entitled "Benefit Score Calculation".
- Staff have identified recommended areas where the policy can be improved upon including: inclusion of the weighted matrix procedure in the policy itself, alignment with the asset management plan (AMP), projecting out long term priorities and links to the strategic plan.

- Staff have identified several areas council may wish to provide direction to staff for inclusion in the policy: service areas, project location, environment and climate change initiatives.

Report Details

Background and Analysis

Existing Policy

In 2009, council adopted the attached policy titled "Prioritization of Capital Projects", Council Minute No. 2009.21.18. The existing policy identifies the following five priority areas:

1. Safety, health, and legislative
2. Lifecycle Maintenance
3. Ongoing Problems
4. Growth
5. New Initiatives

The priority areas identified within the Policy are listed in order of importance, and are used annually to classify projects during the normal budget procedures.

Existing Procedure

In order to implement the attached policy, staff developed the procedure entitled "Benefit Score Calculation". The purpose of this procedure is to provide an objective means of ranking projects through the use of a weighted matrix. This allows for projects across various services areas to be compared through a prioritization lens.

The benefit score calculation procedure considers the five main priority areas, along with the following additional criteria to further delineate the project ranking:

1. Legislative Requirement
2. Funding Available
3. Restores/Maintains Service Levels
4. Mitigates Risk
5. Maintenance Cost Savings
6. Improves Efficiency
7. Any Plan Approved by Council
8. Enhances Service Levels

This procedure and the resulting benefit score has historically been included in the budget binders prepared annually for council. An example project from the 2024 budget binder has been included attached to this report. In this example entitled "220052 - FWTP High Lift Pump Replacement" the project ranks of "high importance" due primarily to the legislated requirements placed on Water Treatment Plants by the Ministry of Environment, Conservation, and Parks and the potential health and safety risk that is posed if a malfunction were to occur within the system.

Review and Revision

As this Policy has not been reviewed by Council in 15 years, staff identified this as a policy that Council may wish to review and revise. While the revision of the Policy cannot be accomplished in time to implement for the 2025 budget deliberations, as

that work is well underway, staff wanted to make sure council is aware of the policy and how it is currently being implemented.

Items that staff recommend for inclusion in an updated Capital Project Prioritization Policy:

- Inclusion of the weighted matrix procedure in the policy itself
  - Currently the policy identifies the priority areas and general ranking, but lacks specifics on how Council wishes to see these priorities implemented. Staff have developed the procedures necessary to implement the Policy based on respective expertise, however including the weighted matrix component in the Policy itself would help bring greater clarity and transparency to how the Policy is implemented.
- Alignment with the asset management plan (AMP)
  - The AMP identifies assets risk ratings based on the consequence and probability of failure. These risk ratings while used by staff to help inform projects are not directly tied into the current prioritization process. As the AMP has been developed over time, and will continue to be refined, this information has become increasing useful and more relevant. Including the risk score directly from the AMP will aid in bringing greater harmony between various plans and policies adopted by council.
- Projecting out long term priorities and links to the strategic plan
  - Implementing the policy on an annual process is typically fairly straight forward, as each project is evaluated in its current condition with the work planned to occur for the following year.
  - However, when considering the long range financial plan it can become more challenging to identify project priorities year by year, primarily when considering the priority areas of Growth and New Initiatives. Staff would propose reviewing all projects within these priority areas and further delineating how these projects get prioritized. Most of these projects are derived from new plans i.e. the upcoming Solid Waste Management Master Plan, Recreation Master Plan, Fire Master Plan, etc. will all identify projects within the Growth and New Initiatives priority areas.
  - A part of this analysis would also include reviewing links to the strategic plan. While the Township has many various studies and plans which provide guidance for moving forward in various service areas, the strategic plan is intended to provide a high level structure that over arches all of the initiatives occurring within the Township. Including this connection in an updated policy would similarly bring harmony amongst the various plans.
  - This new long term projection could be utilized when developing new master plans to help contextualize where various growth and new initiatives rank in relation to projects not listed within the respective master plan itself.

Additional items that Council may wish to discuss and provide direction to staff for consideration in the Policy include:

- Service area prioritization
- Project location prioritization
- Environment and climate change initiatives prioritization

Financial Implications

The 2025 budget process will continue utilizing the existing policy and procedure. If council wish to deviate from this policy, and prioritize a specific project, they may provide the necessary direction to staff during the special committee of the whole meeting(s) that are anticipated to occur in November.
The revisions to a Capital Project Prioritization policy would have long term financial impacts on the Township as it is utilized to determine which projects are put forward for council approval and when.
The development of the revised policy would occur within the normal operating budget.

Communication and Consultation Plan

If council elects to proceed with revising the policy, staff would conduct research and discuss extensively amongst the management team various ways to structure a new policy with any additional items for inclusion that council or staff may identify as relevant. The revised policy would then be brought back to Committee of the Whole for further review by Council at that time.

Alternatives

The primary alternatives available to Council are:

1. Direct staff to update the policy prior to the 2026 budget deliberations. This is recommended for the reasons listed above.
2. Direct staff to update the policy prior to the 2025 budget deliberations. This is not recommended as staff have been working to prepare the necessary materials within the current Policy framework. Updating the Policy prior to the 2025 budget deliberations could risk delaying the whole process. Early budget approval brings clarity to staff for priority projects and operations, and can allow for early tendering of projects improving pricing.
3. Do nothing. This is not recommended for the reasons listed above.

Attachments

Financial - Prioritization of Capital Projects
Procedure for Prioritization of Capital Projects
220052 - FWTP High Lift Pump Replacement

Approved by

NAME	**Prioritization of Capital Projects**
DATE OF ADOPTION	**Administration Committee - October 5, 2009** **Council - October 13, 2009**
COUNCIL MINUTE NO.	**Administration No. 2009.104** **Council Minute No. 2009.21.18**

POLICY

Due to limits on availability of funding, capital budgeting decisions by Council are of necessity made on a priority basis. When developing Capital Budgets, Department Heads will classify projects into one of 5 categories being: **safety, health or legislated** initiatives**, lifecycle maintenance** (to care for existing assets); **ongoing programs** (to address ongoing community priorities), **growth** (to support new residents and businesses), which form the bulk of the requirement, and **new initiatives** (to fund new programs and assets that are not growth related). It is recognized that some projects will cross over between two or more categories. These will be grouped into the single category which predominates.

1. Safety, health and legislative
New initiatives resulting from safety, health, and environmental concerns or to meet new legislative requirements.

2. Lifecycle Maintenance
The Townships physical assets include roads and sewer infrastructure, sidewalks, water, fleet equipment, information technology, parks and buildings. To protect its investment and ensure the economical, efficient and effective performance of these assets, the Township must perform appropriate maintenance and repair, along with the timely replacement of key components. This long-range financial plan identifies the estimated level of expenditure needed to address ongoing needs of these physical assets, as well as the impact of deferred maintenance activity. **Generally, lifecycle maintenance is funded from the property tax base or the water and sewer surcharge rate base.**

3. Ongoing Programs
Ongoing programs are determined by community needs not characterized as lifecycle or growth related. Generally, these programs-like community-related facilities, affordable housing, new street or park pathway lighting, sports field development, and park and intersection improvements-consist of annual allotments that gradually increase the level of service throughout the City and are an important part of the City's day-to-day service delivery to residents. Also included in this category is planning work-such as the Official Plan and master plans-performed on a cyclical basis. **These programs are generally paid through taxes and utility rates.**

4. Growth
New residents and businesses require either new or expanded municipal infrastructure to service their needs. For the purposes of this long-range financial plan, this kind of infrastructure is known as growth infrastructure. Although driven by growth, these infrastructure projects often benefit existing residents. For example, if the Township standard is one ice rink for a specified number of people, when the population grows, the Township will require a proportionate number of new ice rinks. **Since all residents profit from these projects, they are funded both by development charges and by property taxes and utility rates.**

5. New Initiatives
New initiatives are large one-time projects that provide a new or improved level of service. Examples could include new transit initiatives, a new library branch, and expansion of the ambulance fleet that are driven by improving service to existing residents rather than by growth. **Generally, these initiatives are funded through taxes (including eg repayment of debenture issues) and utility rates.**

REVISION NO._____ DATE_____ MINUTE NO.

BENEFIT SCORE CALCULATION

Policy Adopted by Council:

Current Project Priority Score (main project driver)

	Current Project Types	New Priority Score (points)	Definition
1	Legislative, Health and Safety	100	New initiatives resulting from safety, health, and environmental concerns or to meet new legislative requirements. These don't need to be prioritize any farther they are the highest priority. Including signed legal agreements.
2	Lifecycle	4	The Townships physical assets include roads and bridges, storm, sidewalks, water, wastewater, fleet & equipment, information technology, parks and buildings. To protect its investment and ensure the economical, efficient and effective performance of these assets, the Township must perform appropriate maintenance and repair, along with the timely replacement of key components.
3	Ongoing Programs	4	Ongoing programs are determined by community needs. Generally, these programs consist of annual allotments that ensure the level of service throughout the Township and are an important part of the Township's day-to-day service delivery to residents. Included in this category is work performed on a cyclical basis.
4	Growth	3	New residents and businesses require either new or expanded municipal infrastructure to service their needs.
5	New Initiatives	2	New initiatives are projects that provide a new or improved level of service. Examples could include new transit initiatives, and expansion of the fleet that are driven by improving service to existing residents rather than by growth.

New Criteria Score (all that apply)

	New Criteria	Points	Definition
1	Legislative Requirement	5	projects that must be done due to regulation i.e. new treatment process or fire truck fleet replacement.
2	Funding Available	4	>50% of the project cost is available through grants, partnerships, etc. i.e. MTO Connecting Links (Does NOT include Carry Forward)
3	Restores/Maintains Service Levels	4	if this project isn't done the LOS will decrease as a result or the service level has been decreased and this will restore it i.e. significantly deteriorated roadways, rec programming reduced sportsfield deteriorated
4	Mitigates Risk	3	reduces financial, environmental, legal risk i.e. adding security system, cameras, extra lighting outside at a facility to reduce vandalism
5	Maintenance Cost Savings	3	project will reduce operating costs i.e. replacing the pool, replacing a watermain that requires daily flushing
6	Improves Efficiency	3	project enables staff to do more or partnerships i.e. 1 larger mower replaces 2 smaller mowers, county work, multiple service areas (roads & water)
7	Any Plan Approved by Council	3	Examples would be Strategic Plan, Master Plans, Climate Action Plan, etc
8	Enhances Service Levels	1	increases the LOS provided i.e. surface treating a gravel road, increasing fleet vehicles, bus shelters at more stops

BENEFIT SCORE = Current Project Priority Score (only 1 applies) * New Criteria Score (sum of all that apply)

APPENDIX F – 10-YEAR CAPITAL PLAN

Appendix F -10 Year Capital Plan

Loyalist Township
2025 to 2034 General Rate 10-year Capital Forecast Summary

	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
General rate capital per CPA	9,458,000	15,826,600	12,164,200	14,190,600	12,258,400	25,209,000	13,772,700	21,805,600	15,185,100	12,514,200
General rate capital on GR/UT projects	included above	3,221,030	2,371,030	2,304,364	3,526,030	337,697	3,587,697	1,871,030	704,364	204,364
Total estimated general rate capital	9,458,000	19,047,630	14,535,230	16,494,964	15,784,430	25,546,697	17,360,397	23,676,630	15,889,464	12,718,564
Alternative funding:										
Development Charges	-	920,841	1,221,127	84,998	96,329	82,456	-	-	-	-
Reserves/reserve funds	3,095,890	3,129,900	3,164,300	3,199,100	3,234,300	3,269,900	3,305,900	3,342,300	3,379,100	3,416,300
OCIF formula	1,299,608	1,299,600	1,299,600	1,299,600	1,299,600	1,299,600	1,299,600	1,299,600	1,299,600	1,299,600
CCBF (formerly Fed GT)	587,635	587,635	611,140	611,140	632,500	654,600	677,500	701,200	725,700	751,100
Other grants	220,000	-	-	-	-	-	-	-	-	-
Third party agreements/local improvement	-	-	-	-	-	-	-	-	-	-
Debt	4,254,867	13,109,654	8,239,063	11,300,126	10,521,701	20,240,141	12,077,397	18,333,530	10,485,064	7,251,564
Total alternative funding	9,458,000	19,047,630	14,535,230	16,494,964	15,784,430	25,546,697	17,360,397	23,676,630	15,889,464	12,718,564
Net impact surplus (deficit)	-	-	-	-	-	-	-	-	-	-
Total funding	9,458,000	19,047,630	14,535,230	16,494,964	15,784,430	25,546,697	17,360,397	23,676,630	15,889,464	12,718,564

Loyalist Township
2025 to 2034 Utilities 10-year Capital Forecast Summary

	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Utilities capital per CPA	4,665,300	5,426,600	3,145,100	5,186,100	3,932,600	2,362,200	5,078,200	10,936,400	7,307,200	7,062,100
Utilities capital on GR/UT projects	included above	3,428,970	1,728,970	1,595,636	6,838,970	462,303	6,962,303	3,528,970	1,195,636	195,636
Total estimated general rate capital	4,665,300	8,855,570	4,874,070	6,781,736	10,771,570	2,824,503	12,040,503	14,465,370	8,502,836	7,257,736
Alternative funding:										
Impost Growth Fee reserve fund	-	-	-	-	-	-	-	-	-	-
Reserves/reserve funds	1,163,180	4,355,681	4,874,070	3,228,424	3,788,293	2,824,503	3,856,523	4,163,502	3,734,142	4,509,331
Fleet & Equipment reserve fund	65,000	198,900	-	206,900	140,700	-				
Other grants	-	-	-	-	-	-	-	-	-	-
Third party agreements/local improvement	416,000	-	-	50,000	1,000,000	-	150,000	2,025,000	2,256,000	-
Debt	3,021,120	4,300,989		3,296,412	5,842,577		8,033,980	8,276,868	2,512,694	2,748,405
Total alternative funding	4,665,300	8,855,570	4,874,070	6,781,736	10,771,570	2,824,503	12,040,503	14,465,370	8,502,836	7,257,736
Net impact surplus (deficit)	-	-	-	-	-	-	-	-	-	-
Total funding	**4,665,300**	**8,855,570**	**4,874,070**	**6,781,736**	**10,771,570**	**2,824,503**	**12,040,503**	**14,465,370**	**8,502,836**	**7,257,736**

Loyalist Township 10-year Capital Forecast by Project

Project Name	2024 Budget with CFWD	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	2031 Budget	2032 Budget	2033 Budget	2034 Budget
Condition Assessments & Energy Audits		150,000				150,000					150,000
170016 - COMMUNITY HUB PHASE 1	49,508,694	-	-	-	-	-	-	-	-	-	-
190024 - MAIN ST., BATH AND WINDERMERE INTERSECTION	131,640	-	2,750,000	-	-	-	-	-	-	-	-
210020 - BATH MAIN ST. EAST END CONNECTING LINK	339,600	-	-			3,800,000	-	-	-	-	-
2023 - AMHERST DRIVE RECONSTRUCTION	-	-	-	-	-	165,000	400,000	5,000,000	5,000,000	-	-
240013 - ODESSA MAIN ST RECONSTRUCTION	50,000	50,000	3,500,000	3,500,000	3,500,000	-	-	-	-	-	-
230026 - MAIN ST BATH - CENTENN. PRK > WINDERMERE	416,500	-	-	-	-	-		5,000,000	-	-	-
230028 - PRUYN CRES AND SIR JOHN JOHNSON DR RECON	235,440	5,250,000	-	-	-	-	-	-	-	-	-
170023 - BRIDGE, EMMA, BATTERY, SOUTH, CROSS	2,335,920	-	-	-	-	-	-	-	-	-	-
170025 - POTTER, CREIGHTON, SOUTH	6,412,086	-	-	-	-	-	-	-	-	-	-
210017 - EMMA STREET SERVICING ALLOWANCE	629,610	-	-	-	-	-	-	-	-	-	-
190039 - LEBP SERVICING PHASE 2	160,060	-	-	-	-	-	-	-	-	-	-
220003 - CORNELL, HUFF, LITTLEFIELD, WESTRAN		-		200,000		6,000,000	-	-	-	-	-
240017 - COUNTY RD 6 & TKB INTERSECTION UPGRADES	425,000	150,000	-	-	-	-	-	-	-	-	-
Reconstruction - Church, Lodge, Second, Factory								150,000		1,500,000	
Empey Road multi-use pathway						50,000	204,000				
Lot 32 Conc 3 multi-use pathway				75,000	513,000						
Lakeview Park multi-use pathway & Creek Crossing								153,000	600,000		
Multi-use pathway connecting Lakeview Park to Amherst Drive									76,000	300,000	
Marshall Forty-Foot Road allowance conversion to multi-use pathway											214,000
2026 - CTY RD 6 MULTI-USE PATHWAY (PATH & STORM) - AMHERST DR TO HWY 33	-	-	1,600,000		-	-	-	-	-	-	-
180015 - AMHERST DR. URBANIZATION	258,320	150,000	-	-	-	-	-	-	-	-	-
180025 - PUBLIC WORKS GARAGE EXPANSION	265,460	-	-	-	-	-	-	-	-	-	-
180027 - AI FLOOD REPAIRS - 2017 DAMAGE	77,000										-
190003 - STELLA 40FT & FRONT ROAD & PW GARAGE PARKING LOT	827,100	-	-	-		50,000	6,300,000	-	-	-	-
190058 - SCOTLAND & OLD WILTON ASPHALT RECON.	-	-	-	-		-	-	2,000,000	-	-	-
200024 - RURAL ROAD - MAPLE	42,020	-	775,000	-	-	600,000	-	-	-	-	-
210005 - SHORELINE ROADS MITIGATION PLAN	-	-	-	384,000		558,000	-	477,000	-	2,231,000	3,397,000
240023 - AMHERST DRIVE TRAFFIC CALMING PILOT PROJ	320,000	-	-	-	-	-	-	-	-	-	-
155 Main Street Bath Stormwater Improvements				338,133							
Odessa - comprehensive stormwater review and upgrades									200,000	1,550,000	
Coronation Blvd Reconstruction					50,000		1,500,000				
Amherstview - Evaluation - Keitha Drive and Penny lane drainage deficiencies					20,000						
Amherstview - Evaluation - Major storm outlet determination, Culvert crossing near 18 Amherst Drive					20,000						
Odessa - Mill Street - swale and outlet improvements				60,000							
200028 - SIR JOHN JOHNSON SIDEWALK EXTENSION - TWP PORTION	15,000	-	-	-	-	-	-	-	-	-	-
Transportation Master Plan									200,000		
Stormwater Master Plan											200,000
Solid Waste Management Master Plan											150,000
220016 - SHANE ST RECONSTRUCTION	139,600	-	-	-	-	-	-	-	-	-	-
Quinte Avenue - improve outlet to street drainage								50,077			
Raglan - drainage improvements											492,442
180052 - HP WATER PIPE ON TOWER ROAD	272,900	-	-	350,000	-	350,000	-	350,000	-	350,000	-
190027 - GENERATORS - LAKEVIEW & BATH STN.	981,030	-	-	-	-	-	-	-	-	-	-
200017 - FAIRFIELD WTP INTAKE EQUIPMENT	60,000	-	536,800	-	-	-	-	-	-	-	-
200025 - FAIRFIELD WTP BACKFLOW PREVENTOR PIPING	42,800	-	-	-	-	-	-	-	-	-	-
210035 - LAKESIDE PONDS OVERSIZED WATERMAIN (TWP PORTION ONLY)	-		279,600	-	-	-	-	-	-	-	-
220004 - UTILITIES OFFICES & STORAGE	2,904,990	-	-	-	-	-	-	-	-	-	-
230022 - AMH WPCP WETLAND LIFECYCLE	273,800		-		-	-	-	-	-	-	-
230025 - FAIRFIELD WTP ROOF	260,170	-	-	-	-	-	-	-	-	-	-
230029 - UPGRADE PURDY PRV	300,000	-	-	-	-	-	-	-	-	-	-

Loyalist Township 10-year Capital Forecast by Project

Project Name	2024 Budget with CFWD	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	2031 Budget	2032 Budget	2033 Budget	2034 Budget
230052 - AWPCP HEADWORKS UPGRADES	350,000	-	700,000	-	-	-	-	-	2,800,000	-	-
240001 - LAKEVIEW PS PUMP REPLACEMENT	905,000	-	-	-	-	-	-	-	-	-	-
240041 - BATH WWTP WATER RECLAMATION SYSTEM	50,000	100,000	-	-	-	-	-	-	-	-	-
170033 - BATH WPCP - NEW AERATION SYSTEM	1,421,910	-	-	-	-	-	-	-	-	-	-
Fields of Loyalist - Sanitary Sewer upsizing			100,000								
Lakeview PS - Pump 3 Upsizing and Electrical		185,000	1,530,000								
HWY 33 - Water Service replacement								50,000	400,000		
BWTP - Raw water intake structure assessment		50,000									
BWTP - Chlorine contact tank and clearwell assessment and modifications			50,000	327,300							
Lakeside ponds watermains - oversizing and extensions (McKee Street, Speers Boulevard)						500,000					
MCEA Study - Water Storage				100,000							
System connection - feasibility study		150,000									
Hydraulic Model								150,000			
Sanitary Wet Weather Model			150,000								
BWTP - GAC filters and UV disinfection system								300,000	4,000,000	4,000,000	
BWTP - Pump Replacement and VFDs									50,000	512,000	
Mott Street PRV Upgrades				50,000	200,000						
FWTP - Plant expansion to 10,750 m3							250,000		2,430,000		
AWPCP - Biosolids dewatering and cake storage facility									100,000	500,000	2,512,000
Bath SPS #1 pump upgrades							197,000	1,000,000			
Bath SPS #2 - installation of standby generator and flow meter							320,000				
Bath SPS #3 - installation of standby generator and flow meter								320,000			
Bridge St. SPS - capacity upgrades		40,000	150,000	1,000,000	3,500,000						
Walden Pond Drive extension and oversizing of sewer								58,000			
AWPCP - Plant expansion to 9200 m3										500,000	2,000,000
Bath Water Tower Rehabilitation					100,000	2,000,000					
AWPCP - Lagoon Clean Out and Repairs					100,000		100,000				
Bath PS#2 - Forcemain Replacement										30,000	510,129
BWTP - Recoat Tanks and Filter Install		290,000									
Amherstview West - Servicing		350,000									
Watermain Relining Program		150,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000
Westfield Dr Reconstruction										80,000	800,000
Fairfield WTP Membrane Replacements								1,500,000			
AWPCP - UV Disinfection											300,000
AWPCP - Emergency Generator							400,000				
220002 - EXPANSION OF ODESSA FIRE STATION (CANCELLED)	422,460	-	-	-	-	-	-	-	-	-	-
240020 - FIRE TRAINING CENTRE REPAIRS	40,000	80,000	-	-	-	-	-	-	-	-	-
210008 - RECREATION MAINTENANCE GARAGE EXPANSION	266,930	-	20,000	-	-	-	-	-	-	-	-
220033 - NEILSON STORE/ROOF VERANDA	126,710		-	-	-	-	-	-	-	-	-
230003 - FAIRFIELD GUTZEIT HOUSE REFURBISHMENT	1,164,021	-	-	-	-	-	-	-	-	-	-
240018 - LAKESIDE PONDS PH 2 ST 3 TRAIL REALIGNME	15,000	-	-	-	-	-	-	-	-	-	-
240019 - WILTON HALL ROOF COATING	50,000	-	-	-	-	-	-	-	-	-	-
Waterfront Strategy				100,000							
2028 - OUTDOOR SPLASH PARK	200,000	-		1,000,000	-	-	-	-	-	-	-
WILLIE PRATT REHABILITATION			200,000		2,000,000						
Discovery Centre Exterior Painting		150,000									
Layer Cake Hall - West Addition Structural Renovation	35,000	220,000									
Odessa Municipal Office Washroom Renewal			20,000	180,000							
BATH MUSEUM REFURBISHMENT			200,000		1,000,000						
Fairfield House Restoration		200,000		1,600,000							
Babcock Mill						400,000		4,000,000			
210011 - HAVERGAL, ASBURY, ROTHWELL					200,000		6,500,000	-	-	-	-

Loyalist Township 10-year Capital Forecast by Project

Project Name	2024 Budget with CFWD	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	2031 Budget	2032 Budget	2033 Budget	2034 Budget
Wilton Road Dam - Safety and Maintenance Improvements					619,000						
Community Energy Financing - Feasibility Study		150,000									
HVAC Replacement Program		176,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Roof Replacement Program		100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Parking Lot and Pathway Program		110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000
Odessa Municipal Office Expansion							1,400,000		13,500,000		
EV Charger Strategy		200,000									
Development Charges Study			50,000					50,000			
220057 - RADIO REPL - BATH TOWER, FF WD, LEC	53,680	-	-	-	-	-	-	-	-	-	-
230004 - BATH EXTRICATION EQUIPMENT	650	-	-	-	-	-	-	-	-	-	-
240002 - EXTRACTION EQUIPMENT	56,500	-	-	-	-	-	-	-	-	-	-
240037 - ANNUAL BUNKER GEAR REPLACEMENT (New Project Code in 2025 - BUNKER)	33,000	-	-	-	-	-	-	-	-	-	-
2X0037 - ANNUAL BUNKER GEAR REPLACEMENT		33,000	33,000	33,000	33,000	33,000	33,000	33,000	33,000	-	-
240039 - ANNUAL POOLED FIRE EQUIPMENT REPLACEMENT (New Project Code in 2025 - FEPC	30,000	-	-	-	-	-	-	-	-	-	-
2X0039 - ANNUAL POOLED FIRE EQUIPMENT REPLACEMENT		30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	-	-
ANNUAL EQUIPMENT - Fire	5,730	-	11,709	111,756	69,984	181,538	92,334	16,127	-	1,057,879	240,952
ODESSA FIRE STATION HVAC REPLACEMENT	20,815										
2X0038 - BUNKER GEAR FOR NEW FIREFIGHTERS	30,000	30,000	-	-	-	-	-	-	-	-	-
ANNUAL FLEET - FIRE - VEHICLES & EQUIPMENT	1,600,000	65,000	2,218,371	-	154,510	937,058	79,982	-	-	1,844,098	-
SCBA FILL STATION (AMHERSTVIEW STATION)		85,000									
ANNUAL HEAVY DUTY FLEET - Corporate - Carryforward - Still in 2024 Budget	1,675,220	425,000	1,000,940	-	530,949	1,174,786	1,126,567	-	-	1,428,924	633,981
ANNUAL EQUIPMENT - Corporate	1,698,840		1,089,068	131,380	926,811	1,084,741	1,286,870	598,515	358,357	110,357	77,244
ANNUAL LIGHT DUTY FLEET - Corporate			293,520	151,162	429,311	168,203	82,590	-	176,191	-	185,911
ANNUAL LIGHT DUTY FLEET - Corporate		65,000	137,569	134,754	111,974	41,106	-	-	-	-	-
ANNUAL EQUIPMENT - Utilities		-	42,056	23,595	-	125,126	-	-	39,596	-	-
ANNUAL LIGHT DUTY FLEET - Utilities		-	220,140	151,163	207,886	-	-	-	256,560	90,248	-
ANNUAL LIGHT DUTY FLEET - Utilities		-	47,823	47,823	43,005	22,245	-	-	-	-	-
LIGHT DUTY VEHICLES (NEW)	925,590	-	390,000	195,000	-	65,000	65,000	-	-	-	-
180002 - SAND BEACH TOILET, BOARDWALK & STAIRS	70,000	-	-	-	-	-	-	-	-	-	-
190015 - PARK FENCING - FAIRFIELD HOUSE & PARK	100,000	-	-	-	-	-	-	-	-	-	-
190018 - BABCOCK MILL UPGRADES	107,390	-	-	-	-	-	-	-	-	-	-
190023 - AI GARAGE PLUMBING & HEATERS	31,220	-	-	-	-	-	-	-	-	-	-
190031 - FENCING/BACKSTOP - KILMINSTER PARK	3,340	-	-	-	-	-	-	-	-	-	-
190034 - MILLCREEK PARK GAZEBO	-	-	30,000	-	-	-	-	-	-	-	-
190040 - FLOOR - AMHERSTVIEW HALL		-	22,000	-	-	-	-	-	-	-	-
220031 - ARENA SOUND SYSTEM	30,500	-	-	-	-	-	-	-	-	-	-
TREE ASSET MANAGEMENT PROGRAM	101,930	150,000	100,000	100,000	100,000	50,000	50,000	50,000	50,000	50,000	50,000
220043 - OVERSEEDER	23,000	-	-	-	-	-	-	-	-	-	-
230030 - ANNUAL PARK SIGNS	39,000	-	-	-	-	-	-	-	-	-	-
240030 - ANNUAL PARK SIGNS	187,000	-	-	-	-	-	-	-	-	-	-
230042 - ANNUAL FIBAR UPGRADES	53,600	-	-	-	-	-	-	-	-	-	-
240042 - ANNUAL FIBAR UPGRADES	25,000										-
2X0042 - ANNUAL FIBAR UPGRADES		10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
240015 - WILLIE PRATT BALL FIELD DRAINAGE	10,000			-	-	-	-	-	-	-	-
240029 - 20' TRAILER	17,500	-	-	-	-	-	-	-	-	-	-
240031 - FAIRFIELD HOUSE	100,000	-	-	-	-	-	-	-	-	-	-
240032 - GOWAN PROPERTY STONE WALL REPAIRS	20,000	-	-	-	-	-	-	-	-	-	-
240034 - PARKS EQUIPMENT (DETACHABLE LOADER, ETC)	20,000	-	-	-	-	-	-	-	-	-	-
240035 - RECREATION EQUIPMENT REPLACEMENTS	15,000	-	-	-	-	-	-	-	-	-	-

Loyalist Township 10-year Capital Forecast by Project

Project Name	2024 Budget with CFWD	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	2031 Budget	2032 Budget	2033 Budget	2034 Budget
2023 - BABCOCK MILL PARK LIGHTING, PATH EXTENSION, NORTH PAVING	-			-	60,000	490,000	-	-	-	-	-
2024 - MUNICIPAL OFFICE AWNING & CUBICLES	-		20,480	-	-	-	-	-	-	-	-
2024 - WJ HENDERSON LIBRARY ELECTRICAL		-	-	-	-	-	-	-	-	-	359,126
2028 - WJ HENDERSON ARENA CONDENSOR	-	-	-	-	180,000	-	-	-	-	-	-
2031 - WJ HENDERSON ARENA ELECTRICAL PANEL & AUTOMATION SYSTEM	-	-	-	-	-	-	-	140,000	-	-	-
Heritage Neilson Store Septic Tank replacement (asset 14070)							95,000				
Sk8er Park Basketball Net (asset 14569)										5,000	
Centennial Park Odessa Swingset Replacement				25,000							
Dinosaur Park Playground Replacement		167,000									
Easide Park Playground Replacement							183,700				
Hawley Court Park				125,000							
J Earl Burt Swing Set Replacement				35,000							
Sunnyside Park Playground Replacement					177,020						
Fairfield Park Playground Replacement			172,010								
Bath Centennial Park South Refurbishment											258,516
Bath Centennial Park North Information Sign Replacement				5,000							
Sharing Centre Front Entrance Accessibility Upgrades		55,000									
Odessa Municipal Office - Front Entrance Ramp Accessibility Upgrades			80,000								
230009 - HERITAGE PROPERTY SIGNAGE	10,000	-	10,000	-	-	-	-	-	-	-	-
Arts, Culture and Heritage Master Plan		125,000									
200045 - NETWORK SERVER EQUIPMENT	45,000	-	-	-	-	-	-	-	-	-	-
Network			15,000		50,000						
210026 - CORPORATE APP	15,000	-	-	-	-	-	-	-	-	-	-
210027 - FACILITY FOB READERS - MULTI YEAR	2,070	-	-	-	-	-	-	-	-	-	-
220049 - SECURITY -ODESSA FH, BATH FH, SALT SHACK	41,590	-	-	-	-	-	-	-	-	-	-
230005 - CELLULAR DEVICE REFRESH	16,570	-	-	-	-	-	-	-	-	-	-
230011 - MOBILE DEVICES	45,270	-	-	-	-	-	-	-	-	-	-
Mobdev			20,000				20,000				20,000
230013 - SERVER REPL./CLOUD DR SITE CREATION	53,510	-	-	-	-	-	-	-	-	-	-
230047 - PC/LAPTOP/MONITORS	1,230	-	-	-	-	-	-	-	-	-	-
Computer Annual Replacement	85,000	55,000	80,000	55,000	90,000	55,000	90,000	55,000	90,000	55,000	90,000
230048 - PRINTER REPLACEMENT	380	-	-	-	-	-	-	-	-	-	-
240048 - PRINTER REPLACEMENTS	10,000	-	-	-	-	-	-	-	-	-	-
Print		5,000	16,000	20,000	15,000			20,000	20,000		
Camera - Security		40,000	20,000	20,000		75,000		5,000			
Council Chambers - Video & Audio Equipment Upgrade		-	67,170								
200004 - LANDFILL FENCING (AI & VIOLET)	57,500	-	-	-	-	-	-	-	-	-	-
200052 - ROAD REHAB ON OLD WILTON	1,283,860	-	-	-	-	-	-	-	-	-	-
200053 - ROAD REHAB ON ABSALOM RD & DOYLE	75,000	1,000,000	-	-	-	-	-	-	-	-	-
210015 - VIOLET LANDFILL LEAF & YARD WASTE	65,000	-	-	-	-	-	-	-	-	-	-
210019 - BRIDGE REHABILITATION	136,890	-	-	-	-	-	-	-	-	-	-
210031 - AMHERST ISLAND PW LAND ACQUISITION	50,000	-	-	-	-	-	-	-	-	-	-
210032 - PEDESTRIAN CROSSOVERS	10,000	-	-	-	-	-	-	-	-	-	-
220015 - PARK & MANITOU CRES. SURFACE ASPHALT	656,000	-	-	-	-	-	-	-	-	-	-
220017 - VIOLET RD. BRIDGE AREA NORTH TO SHARPE	-	-	700,000	-	-	-	-	-	-	-	-
220024 - FRONT RD. & LOWER FORTY FOOT DRAINAGE	136,250	-	-	-	-	-	-	-	-	-	-
220025 - FRONT RD. RECONSTRUCTION	507,400	-	-	-	-	-	-	-	-	-	-
220026 - LAKEVIEW SUBDIVISION STORM OUTLET	49,910	-	-	-	-	-	-	-	-	-	-
220027 - OLD DOYLE ROAD BRIDGE REMOVAL	70,700	-	-	-	-	-	-	-	-	-	-

Loyalist Township 10-year Capital Forecast by Project

Project Name	2024 Budget with CFWD	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	2031 Budget	2032 Budget	2033 Budget	2034 Budget
230006 - CTY RD 6 GARAGE SECURE COMPOUND FENCING	50,000	-	-	-	-	-	-	-	-	-	-
230007 - CTY RD 6 GARAGE ADDITION - FIT UP COSTS	46,880	-	-	-	-	-	-	-	-	-	-
230012 - NEW COLD STORAGE BUILDING	50,000	-	-	-	-	-	-	-	-	-	-
230014 - SOURCE SEPARATED ORGANIC PILOT PROJECT	100,000	-	-	-	-	-	-	-	-	-	-
230015 - VIOLET SCALE HOUSE CUSTOMER WINDOW	20,000	-	-	-	-	-	-	-	-	-	-
230016 - VIOLET LANDFILL WATER SYSTEM	36,720	-	-	-	-	-	-	-	-	-	-
230049 - OSIM CULVERT REPLACEMENT	25,000	-	-	-	-	-	-	-	-	-	-
230050 - LCB LIFECYCLE	1,100,000	-	-	-	-	-	-	-	-	-	-
240006 - BATH GARAGE FUEL TANK	20,870	-	-	-	-	-	-	-	-	-	-
240024 - UTILITY RELOCATIONS FOR FUTURE PROJECTS	100,000	50,000	75,000	75,000	75,000	50,000	50,000	50,000	50,000	50,000	50,000
240025 - SIDEWALK PLOW FACILITIES (AMH & BATH)	50,000	-	-	-	-	-	-	-	-	-	-
240026 - TRAILER REPLACEMENT WITH SEA CANS	40,000	-	-	-	-	-	-	-	-	-	-
240027 - MCKEOWN WALKWAY RETAINING WALL	50,000	-	-	-	-	-	-	-	-	-	-
240028 - AMP WALKWAY LIFECYCLE	10,000			-	-	-	-	-	-	-	-
240033 - J EARL BURT MEMORIAL PARK FENCING	75,000	-	-	-	-	-	-	-	-	-	-
2023 - GILDERSLEEVE (SOUTH END) TO SOMERSET - CONNECTING SIDEWALK		-	-	-	30,000	-	-	-	-	-	-
2024 - BATH GARAGE FUEL TANK		-	-	-	-	-	-	-	-	-	-
200051 - SIMMONS ROAD RECONSTRUCTION	18,710	700,000	-	-	-	-	-	-	-	-	-
CULVER - ANNUAL CULVERT REPLACEMENTS	118,400	75,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	-	-
SIGN - ANNUAL ROADWAY SIGN REPLACEMENT	20,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	-	-
SURFAC - ANNUAL SURFACE TREATMENT PROGRAM					-	-	-	-	-	-	-
WIDEN - GENERAL ROAD WIDENING	163,780	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
OSIM BRIDGE LIFECYCLE	707,170	500,000	615,000	545,000	520,000				625,000		
NON-OSIM GUIDERAILS	100,000	50,000	50,000	50,000							
OSIM STRUCTURES - GUIDERAILS	249,780										
2025 - ROLLER PRO ACCESSORY BINS		-	50,000								
2025 - PAINT SPRAYER REPLACEMENT		-	32,000								
2025 - POTTER STREET ROUNDABOUT MODIFICATIONS		60,000									
2025 - WASHPAD - CTY ROAD 6 GARAGE		-	175,000								
2024 - HWY33/CORNATION BLVD TOWNSHIP ENTRY		-									
2025 - VIOLET LANDFILL FUEL TANK			30,000								
LCB LIFECYCLE		750,000	2,600,000	2,900,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
HCB LIFECYCLE	1,283,340	1,300,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
RURAL ROAD IMPROVEMENT PLAN		-	1,600,000	1,500,000	1,800,000	1,350,000	1,350,000	1,350,000	1,350,000	1,350,000	1,350,000
Traffic calming Engineering technical reviews on priority roads		25,000	25,000	25,000	25,000			20,000	20,000	15,000	15,000
Substandard sidewalk width replacement program				200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Bridge railing deficiencies				60,000	65,000	65,000	70,000	70,000	75,000	75,000	80,000
Replacement -Simmons Road twin culverts @ Thorpe Road Intersection									372,046		
Replacement - Third Concession Road culvert @ Miller Municipal Drain										562,801	
Storm Ponds Clean-out/Dredging (roughly 1000 m3/year)		50,000	100,000	115,000	115,000	120,000	120,000	125,000	125,000	130,000	130,000
Violet Road Scale house Replacement (including foundation, septic,underground utilities, water holding tank, lights and camera relocations)					175,000						
Violet road Scale House Replacement Planning/Permiting				50,000							
Al Landfill Scale House Replacement (20' Container Building)			35,000								
Relocation of Landfill Scales Violet Landfill					45,000						
2024 - LEISURE CENTRE FITNESS EQUIPMENT & SIGNAGE		-	52,809	-	-	-	-	-	-	-	-
Leisure and Activity Centre Equipment		10,000									
200018 - BUS SHELTER REPLACEMENT - TRANSIT RATE	50,000	-	-	-	-	-	-	-	-	-	-
180041 - AMHERSTVIEW WPCP MAIN BUILDING HVAC	46,070	-	-	-	-	-	-	-	-	-	-
190013 - BATH WTP FILTER UPGRADE	3,760	-	-	-	-	-	-	-	-	-	-

Loyalist Township 10-year Capital Forecast by Project

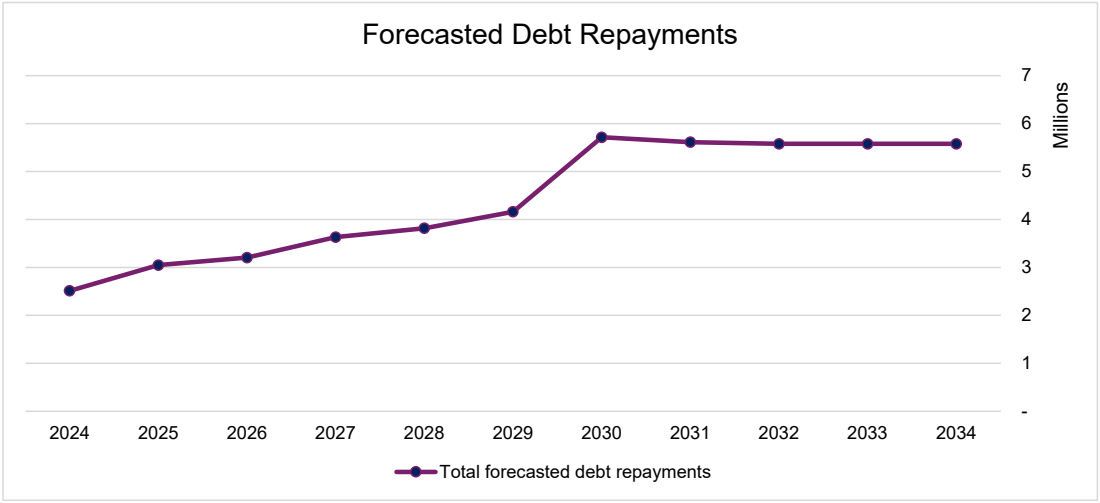
Project Name	2024 Budget with CFWD	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	2031 Budget	2032 Budget	2033 Budget	2034 Budget
200014 - LAKEVIEW PS PIPING AND VALVES	10,000	-	-	-	-	-	-	-	-	-	-
200029 - LAKEVIEW SUBDIVISION FORCEMAIN	49,580	-	-	-	-	-	-	-	-	-	-
210051 - BATH PS #1 SOFT START REPLACEMENT	15,000	-	-	-	-	-	-	-	-	-	-
220029 - WATER HAULER SYSTEM UPGRADE	7,070	-	-	-	-	-	-	-	-	-	-
220051 - FAIRFIELD WTP HVAC	20,000	-	-	-	-	-	-	-	-	-	-
220052 - FWTP HIGH LIFT PUMP REPLACEMENT	40,000	-	-	-	-	-	-	-	-	-	-
230018 - AMH WPCP CLARIFIER FLIGHTS & CHAIN REPL.	19,460	-	-	-	-	-	-	-	-	-	-
230024 - FAIRFIELD WTP ARMOUR STONE REPAIR	6,160	-	-	-	-	-	-	-	-	-	-
230027 - MEDIA REPLACEMENT BATH STP ODOUR CONTROL	16,190	-	-	-	-	-	-	-	-	-	-
230032 - BOOSTER STN ROOF	43,130	-	-	-	-	-	-	-	-	-	-
230033 - WATER PIPE OUT OF BWTP	15,000	-	-	-	-	-	-	-	-	-	-
230036 - METER REPLACEMENTS	81,420	-	-	-	-	-	-	-	-	-	-
240036 - METER REPLACEMENTS	140,000	-	-	-	-	-	-	-	-	-	-
2X0036 - METER REPLACEMENTS		100,000	100,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000
230051 - BATH PUMP STATION #1 CONDITION ASSTMT	50,000	-	-	-	-	-	-	-	-	-	-
230053 - HYDRANT REPLACEMENTS	11,820	-	-	-	-	-	-	-	-	-	-
2X0053 - HYDRANT REPLACEMENTS		20,200	20,200	20,200	20,200	20,200	20,200	20,200	20,200	-	-
240003 - EVENT WATER DISPENSER	15,000	-	-	-	-	-	-	-	-	-	-
240004 - SMALL WATER FILL STATION	25,000	-	-	-	-	-	-	-	-	-	-
240005 - AMHERSTVIEW WWTP SLUDGE PUMP REPL	40,000	-	-	-	-	-	-	-	-	-	-
240007 - BATH SP #1 LEVEL CNTRLS - WATER PRESSURE	25,000	-	-	-	-	-	-	-	-	-	-
240008 - BATH WPCP GARAGE FURNACE	6,000	-	-	-	-	-	-	-	-	-	-
240009 - BATH WPCP GRINDER FURNACE	29,400	-	-	-	-	-	-	-	-	-	-
240010 - BATH WTP CL2 ANALYZER REPLACEMENTS X3	30,000	-	-	-	-	-	-	-	-	-	-
240011 - BATH WTP COMPRESSOR	20,000	-	-	-	-	-	-	-	-	-	-
240012 - BATH WWTP AUGER REPLACEMENT	25,000	-	-	-	-	-	-	-	-	-	-
240014 - FAIRFIELD WTP CL2 ANALYZER REPL X3	40,000	-	-	-	-	-	-	-	-	-	-
240016 - LAKESIDE PH 8 - SANITARY STUB	50,000	-	-	-	-	-	-	-	-	-	-
240021 - AWPCP SLUDGE HAULING TRAIL	50,000	-	-	-	-	-	-	-	-	-	-
240040 - BATH WWTP SLUDGE DECANT SYSTEM	15,000	50,000	-	-	-	-	-	-	-	-	-
2023 - BATH WPCP GARAGE FURNACE	-	-	-	-	-	-	-	-	-	-	-
2023 - BATH WPCP GENERATOR	-	100,000	400,000	-	-	-	-	-	-	-	-
Water Haulers Facility - vehichle protection barrier					30,000						
AWPCP - Effluent monitoring facility power supply					100,000						
BSTP - CSC flow meter upgrades		40,000									
Water & Waste Water Master Plan										400,000	
Utilities Rate Study						30,000					30,000
Impost Study		30,000					30,000				
Bath SPS #4 - installation of flow meter								20,000			
Islandview SPS - installation of flow meter								20,000			
Long-term SCADA Plan : COMMS Upgrades, Hardware Replacements , Software Upgrade, Server, Bath SPS 2,3		180,000	150,000	150,000							
FWTP High Lift Pump Rebuild		45,000					45,000				
FWTP Low Lift Pump Rebuild		45,000		45,000		45,000					
AWPCP RAS Pump 1 Replacement		20,000		20,000							
Bath Tower SCADA PLC Installation		60,000									
Bridge St SPS Pump Rebuild		20,000									
Booster Station Backflow Preventor Move		50,000									
Amherstview WWTP Clarifier Chain		-	80,000								
Amherstview WWTP Clarifier Cover		-	40,000								
SCADA Computer Hardware Upgrades		60,000	60,000								
Amherstview WWTP Odour Control Media Replacement		70,000					70,000				70,000
Booster Station Pump Rebuilds			45,000		45,000		45,000				

Loyalist Township 10-year Capital Forecast by Project

Project Name	2024 Budget with CFWD	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	2031 Budget	2032 Budget	2033 Budget	2034 Budget
Fairfield GAC Media Replacement		-						150,000			
SCADA Master Plan		50,000						150,000			
WWTP Lagoon Storage Capacity Survey		15,000						150,000			
Taylor Kidd SPS Pump Rebuilds		20,000	20,000	20,000							
AWPCP WAS Recirculation Pump Rebuilds and Replacement			5,000				45,000			5,000	
	88,671,116	**15,396,200**	**29,218,264**	**19,954,267**	**23,796,649**	**26,556,003**	**28,371,243**	**29,400,919**	**38,766,951**	**24,392,307**	**19,976,301**

Appendix F - 10 Year Capital Plan

Debt Repayment & Annual Repayment Limit (ARL)



	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Township-wide existing debt repayments	1,144,236	976,466	972,702	725,031	637,492	502,633	400,873	366,201	366,201	366,201
Estimated new debt repayments from net infrastructure deficits	1,903,491	1,903,491	1,903,491	1,903,491	1,903,491	1,903,491	1,903,491	1,903,491	1,903,491	1,903,491
Estimated new debt repayments for industrial land redevelopment	-	-	431,775	863,600	1,295,300	2,983,500	2,983,500	2,983,500	2,983,500	2,983,500
Estimated debt repayments on growth projects	-	325,300	325,300	325,300	325,300	325,300	325,300	325,300	325,300	325,300
Total projected debt repayments	3,047,727	3,205,257	3,633,269	3,817,422	4,161,583	5,714,924	5,613,164	5,578,492	5,578,492	5,578,492
Percentage of own-sourced revenue (ARL is 25%)	7.7%	7.6%	8.1%	8.1%	8.3%	10.7%	10.0%	9.3%	8.8%	8.3%
Risk level as prescribed by the Ministry of Municipal Affairs and Housing	Moderate	Moderate	Moderate	Moderate	Moderate	High	Moderate	Moderate	Moderate	Moderate

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