



2024 PROPOSED BUDGET

Agenda

- ✓ Brief Introduction
- ✓ 2024 Draft Operating Budget
 - Administration and Finance
 - Protection Services
 - Operations, Waste, Drains, Cemeteries
 - Community Services
 - Planning, Economic Development
 - Water/Wastewater
- ✓ 2024 Draft Capital Budget
- ✓ Long Range Capital Forecast
- ✓ Conclusions and Recommendations

Guiding Principles

- ✓ Comprehensive Review / Trend Analysis
 - Comprehensive review of every line item
 - 3 year trend analysis of every line item
- ✓ Supporting Studies / Informed Data
 - Reliance upon third party studies and other data to inform budget
- ✓ Neighboring Municipalities Comparison



Draft 2024 Operating Budget

Operating Budget Impacts



✓ Ontario Municipal Partnership Fund (OMPF)

2018	2019	2020	2021	2022	2023	2024
\$ 1,613,500	\$ 1,371,500	\$ 1,165,800	\$ 991,000	\$ 842,400	\$ 720,300	\$ 707,600

Decrease of \$12,700 (1.76%)

Operating Budget Impacts



- ✓ Organization review approved recommendations implemented in 2024 proposed budget
- ✓ COLA increase
 - Union and Non-union staff: 2.7%

Adelaide Metcalfe	3%
Strathroy Caradoc	2%
Southwest Middlesex	3.3%

Operating Budget Impacts



- ✓ Municipal Insurance Premium is increased by 8%
- ✓ Inclusive of Cyber insurance coverage

Operating Budget Admin and Finance



Highlights:

- ✓ Council – Benefits increased to include Extended Health and Dental
- ✓ Council – Education and Training reduced as most training occurred during the first year of Council's term
- ✓ Council – Clothing Allowance reduced since NM branded apparel was purchased during first year of term

Operating Budget Admin and Finance



Highlights:

- ✓ Admin – the addition of a permanent full-time Deputy Treasurer position as recommended in the Organization Review
- ✓ Admin - Office Equipment account created for the purchase of small office equipment not meeting TCA threshold

Operating Budget Admin and Finance

Highlights:

- ✓ Admin – Large decrease in Software Maintenance & Enhancements due to Vadim implementation's substantial completion
- ✓ HR – Training and Education increased to include H&S For Leaders Training
- ✓ HR – Contracted Services budget increase to include an Ergonomic Assessment for all departments.

Operating Budget Protective Services



Highlights:

- ✓ FD – Transfer to Lucan Biddulph – to include a 10% increase to fees
- ✓ FD – New 2104 – EMS Station cost center to track Facility Rental Revenue as well operating expenses for the EMS Station

Operating Budget Protective Services



Highlights:

- ✓ Building Department – Increase to \$129,205 to the Professional Services account to include Middlesex Centre's new billing format as per the presentation to Council by the CBO
- ✓ Animal Control – Increase to the Animal Control Contract based on the response received in early February to NM's RFP. Report will be brought to Council at the March 6th meeting of Council

Operating Budget Protective Services



Highlights:

- ✓ By-Law – addition of a permanent full-time Corporate Services Coordinator / By-law Officer position as recommended in the Organization Review
- ✓ Additional expenses to retrofit the individual with uniform/ppe
- ✓ Reduction of Contracted Services by \$48,000 as contract with current supplier expires on April 1, 2024

Operating Budget

Operations, Drains and Waste



Highlights:

- ✓ Operations – Addition of an Operator 1 position as recommended in the Organization Review
- ✓ Operations – Addition of an Operator 2 position based on departmental needs

Operating Budget

Operations, Drains and Waste

Highlights:

- ✓ Education and Training – increase to include Grader Operator training
- ✓ Clothing allowance and PPE – increase to include retrofitting 2 additional Operators within the department
- ✓ Professional Engineering – increase to include QA & QC testing for gravel

Operating Budget

Operations, Drains and Waste

Highlights:

- ✓ Bridge Maintenance – Increase to Transfer to Reserves as recommended per the OSIM Inspection Report
- ✓ Dust Layer – includes a decrease in Materials Purchased based on 2023 costs which was a pilot project for the new product

Operating Budget

Operations, Drains and Waste

Highlights:

- ✓ Road Signs & Safety Devices – Increase to Materials to replace signs as per Minimum Maintenance Standards
- ✓ Culvert Maintenance – Increase to Professional – Engineering to include engineering assistance to survey drainage grades

Operating Budget

Operations, Drains and Waste

Highlights:

- ✓ Culvert Maintenance – Increase to Transfer to Reserves based as recommended per the OSIM inspection report
- ✓ Catch Basin & Storm Sewers – Contracted Services - Increase to vacuum and flush catch basins within Ailsa Craig and Parkhill

Operating Budget

Operations, Drains and Waste



Highlights:

- ✓ Equipment Maintenance – Machine Parts & Repairs and Vehicle Expense – Increase based on 2023 Actuals and 3 year trending.
- ✓ The following are the Machine Parts & Repairs for the Municipality's 4 Dump Trucks and 3 Graders

Operating Budget

Operations, Drains and Waste



	2020	2021	2022	2023
PW07 - 2014 International Dump Truck	\$ 12,091	\$ 29,126	\$ 3,495	\$ 26,294
PW36 - 2020 International 7600	\$ 4,782	\$ 1,644	\$ 5,748	\$ 2,266
PW43 - 2019 International Dump Truck	\$ 2,087	\$ 6,144	\$ 4,116	\$ 23,774
PW62 - 2013 International Dump	\$ 5,660	\$ 14,065	\$ 16,593	\$ 32,640
PW42 - 2018 John Deere 870 Grader	\$ 6,668	\$ 9,207	\$ 15,152	\$ 4,944
PW65 - 2015 John Deere Grader	\$ 31,408	\$ 52,739	\$ 41,341	\$ 5,929
PW70 - 2021 John Deere 870GP Grader			\$ 7,142	\$ 5,098

Operating Budget

Operations, Drains and Waste



Highlights:

- ✓ Drains – Increase in Ratepayers Debenture Repayment to include 2023 invoicing of work done on new drains as well as maintenance projects
- ✓ Drains – Increase to Municipal Drain expense for drains with an adjoining municipally owned property

Operating Budget

Operations, Drains and Waste



Highlights:

- ✓ Waste – increase in small / medium / large bin fee as per the approved 2024 User Fees and Charges By-law.

	2023	2024
Small Bin	\$ 100	\$ 105
Medium Bin	\$ 160	\$ 170
Large Bin	\$ 225	\$ 235

Operating Budget

Operations, Drains and Waste



Highlights:

- ✓ Waste – Garbage contract with Bluewater Recycling increased 2024 budget
- ✓ Waste – Recycling contract with Bluewater Recycling decreased as residential recycling cost will be assumed by producers as of April 1, 2024

Operating Budget Community Services



Highlights:

- ✓ Education and Training – Decrease as Courses are now being offered online therefore no accommodation/travel expenses
- ✓ Telephone – Increase to include the monthly costs of newly purchased municipal cell phones for all permanent full time recreation employees

Operating Budget Community Services



Highlights:

- ✓ Facilities – Heat – Decrease as per MPN Capital Markets estimated Natural Gas Procurement savings.

Operating Budget Community Services

Highlights:

- ✓ Leisure Club – Increase to Building Repairs and Maintenance for the main glass window replacement, repairs in washroom and AED
- ✓ Ye Old Towne Hall – Increase to Building Repairs and Maintenance for brick repointing and AED

Operating Budget Community Services

Highlights:

- ✓ Carnegie Library – Increase to Building Repairs and Maintenance for Soffit work and AED
- ✓ Shared Services Building – Increase to Building Repairs and Maintenance for HVAC work and second vehicle charger

Operating Budget Community Services



Highlights:

- ✓ Coronation Park, Parkhill Sports Complex and East Williams Park – Materials Purchased to include the purchase of playground mulch
- ✓ YMCA – Six months remaining in current contract. Anticipate a different profit-sharing model for the remainder of the year

Operating Budget Planning & Econ Dev

Highlights:

- ✓ Planning – New revenue account created for Legal, Engineering and ABCA cost recovery
- ✓ Economic Development – Parkhill Main Street Reopening Event surplus included in Revenue to cover costs of Downtown Beautification

Operating Budget Planning & Econ Dev



Highlights:

- ✓ Economic Development – Education and Training increase to include Project Management Course and EDCO seminar
- ✓ Economic Development – Events/Workshop increase to include multiple events/workshops planned throughout the year

Operating Budget Planning & Econ Dev



Highlights:

- ✓ Economic Development – Promo items purchased (inventory) increased to include the purchase of ball caps, tote bags, pens, mugs, etc. as events/workshops increase, so does the need for promotional items

Operating Budget Water / Wastewater

Highlights:

- ✓ Revenue generated by Water and Wastewater Rates have remained status quo in the 2024 proposed budget as Watson and Associates is currently working on a revised Water and Wastewater Rate Study to incorporate upcoming capital needs.
- ✓ A Report to Council will be brought at a later date for approval of rates as per consultant recommendations

Operating Budget Water / Wastewater



Highlights:

- ✓ Meter Maintenance – Materials decreased as Meter Replacement Program has been reincorporated as a Capital Project
- ✓ Water purchased – Based on the 5% increase per Regional Water Supply
- ✓ Contracted Services – Increase based on the 2024 OCWA budget

Operating Budget Water / Wastewater



Highlights:

- ✓ Water – Meter Pits – Increase to return Meter Pit installation to the Operating budget
- ✓ Wastewater – Chemicals, Lagoon – new account to track the cost of chemicals for the Lagoon
- ✓ Wastewater – Contracted Services increase based on OCWA's 2024 budget



Draft 2024 Capital Budget

2024 Proposed Capital Projects

2024 Proposed Capital Budget
includes 48 capital projects – total
investment of \$18,538,500.

2024 Draft Capital Projects



Investment Type	Capital Investment	% of Total Investment
Studies/Software	\$611,000	3.30%
Land Improvement	\$164,500	0.89%
Vehicles	\$30,000	0.16%
Machinery & Equipment	\$1,087,000	5.86%
Facilities	\$11,246,000	60.66%
Linear Assets	\$5,400,000	29.13%
Total	\$18,538,500	100%

2024 Draft Capital Projects



Funding	Amount	% of Funding	Funding	Amount	% of Funding
Working Capital Reserve	\$ 1,165,500	10.37%	Vehicle & Equipment Reserve	\$ 752,000	6.69%
Water Reserve	\$ 625,000	5.56%	Sewer Reserve	\$ 2,136,000	19.01%
Tax Funded	\$ 296,000	2.63%	Grants	\$ 6,264,000	55.74%
			Total	\$ 11,238,500	100%

Capital Projects – Admin/Studies

- Asset Management Support Services
 - Consultant to assist the Municipality in updating its Asset Management Plan in order to be compliant with O'Reg 588/17 with deadlines of July 2024 and September 2025
- Water Master Plan
 - Per the Master Plan Environmental Assessment process – to address multiple items related to the Municipality's Drinking Water System

Capital Projects – Admin/Studies

- Infrastructure Design Guidelines and Construction Standards Update
 - Consultant to complete a general update to the Municipality's Infrastructure Design Guidelines and Construction Standards document
- Stormwater Master Plan
 - Per the Master Plan Environmental Assessment process – to effectively manage and mitigate the impacts of stormwater runoff within the Municipality's three settlement areas

Capital Projects – Admin/Studies

- Roads Needs Study
 - To create and update the road and traffic inventory, condition assessments, road improvement strategy and funding needs strategy
- Economic Development Strategy Update

Land Improvements

- Coronation Park Sidewalk Upgrade
 - To increase the accessibility of the park by adding a pathway to various features (washrooms) as well as widening the current sidewalk
- Ailsa Craig Park Sidewalk Upgrade
 - To increase the accessibility in the park by providing a pathway to amenities that currently have no pathway

Land Improvements

- Parkhill Sports Park Sidewalk installation
 - To increase the accessibility of the park by adding a pathway to amenities that currently have no pathway
- Coronation Park Shade Structure with seating
 - To have a small shade structure with multiple tables for families
- Parkhill Sports Park Basketball Nets
 - Installation of permanent basketball nets of a commercial style

Land Improvements

- Ailsa Craig Skate Park Equipment Upgrade
 - Rail type structure to replace the picnic table that has been removed
- Ken Vernon Park Soccer Nets with Rugby Posts
 - Equipment needed by the Rugby Club
- AC Community and Lions Park Fencing Upgrade
 - Fence replacement as the current fence is reaching its end of life

Capital Projects - Vehicles

- Vehicle purchase for By-law
 - As NM will be recruiting for a Corporate Services Coordinator / By-law officer, staff will be looking to purchase a used small sedan type vehicle to be used by the By-law officer while on patrol

Capital Projects – Machinery and Equipment

- Sod Cutter
 - To be used in Cemeteries and Sports Fields
- Computer Hardware Lifecycle Replacement
 - Mainly for office staff to replace aging equipment as per IT policy
- Cell phones for REC employees
 - To provide the tools required to login to the Municipality's work order software

Capital Projects – Machinery and Equipment

- Water Meter Replacement Program
 - Replace approximately 200 residential meters with the assistance of a third party
- Trackless Rear Mounted Sander
 - This existing piece of equipment has reached the end of its useful life
- Trackless 14' Rotary Mower
 - To increase productivity for maintenance

Capital Projects – Machinery and Equipment

- Trackless Power Angle Rotary Brushes
 - For effective snow removal and sand/debris removal from paved surfaces and boulevards
- Arctic Snowplow Salt Sand Spreader and Plow for light duty truck
 - To effectively plow snow on bridges with a load bearing capacity which is less than the weight of a standard plow. This capital project has been preapproved by Council

Capital Projects – Machinery and Equipment

- Emergency Road Closure Trailers
 - To improve efficiency when there is a need close roads following an emergency
- 2014 John Deere 872 Grader Replacement
 - 10 year heavy equipment replacement as per Tangible Capital Asset Policy
- Thermal Imaging Camera
 - To be used by the Fire Department

Capital Projects – Machinery and Equipment

- Gravel Drag Unit
 - To replace an existing unit in poor condition
- Generator for the McGillivray Public Works Shop
 - To provide auxiliary hydro power for the fuel pumps during a power outage

Capital Projects – Machinery and Equipment

- 3,000 liter Water Tank for Gravel Roadwork
 - To replace an existing damaged water tank
- Bunker Gear/Helmet Lifecycle Replacement
- CCTV Camera
- Ergonomic Assessment implementation

Capital Projects - Facilities

- West Williams Community Center
Roof Replacement
- Parkhill Arena – Insulating and
Heating the rear shop
- Parkhill Arena – Structural Repairs to
stands
- NMCC Cooler to replace broken
cooler

Capital Projects - Facilities

- Parkhill Lagoon Desludging
- William Street Sewage Pumping Station Upgrade Construction
- Victoria St Sewage Pumping Station Design
- Ailsa Craig Fire Station Renovation Design

Capital Projects - Facilities

- Parkhill Public Works Shop Improvements
- Salt Dome Shingles Replacement
- Parkhill Community Center Renovations to accommodate daycare

Capital Projects – Linear Assets

- Queen Street Watermain Upgrade Phase 1 Construction
- Queen Street Watermain Upgrade Phase 1 Design
- Wardell Drive Upgrade to Hardtop
 - Boundary road with Adelaide Metcalfe
- Culvert Replacement Cassidy Road
- Rolling Road Rehabilitation

Long Range Capital Forecast

- ✓ Snapshot in time of known pressures
- ✓ Includes master plans and studies
- ✓ Varying levels of accuracy and probability
 - 1 – 5 years and 6 – 10 years
- ✓ May be impacted by grant opportunities
- ✓ Fluid document meant to help inform financial planning

Long Range Capital Forecast



Long Range Capital Forecast (10 years) 2025-2034

1	2	3	4	5	1-5	6	7	8	9	10	6-10	1-10
2025	2026	2027	2028	2029	2025-2029 Total	2030	2031	2032	2033	2034	2030-2034 Total	2025-2034 Total
\$ 9,310,000	\$12,294,150	\$33,224,900	\$ 5,082,500	\$ 3,518,000	\$ 63,429,550	\$ 1,555,000	\$ 3,494,000	\$ 2,833,000	\$ 2,572,000	\$ 8,287,500	\$ 18,741,500	\$ 82,171,050

Taxation



Draft 2024 Budget

- ✓ The current draft budget is presented with a **4.85% Municipal Tax Rate increase.**
- ✓ Each additional 1.0% Municipal Tax Rate increase would generate an additional \$86,345 in tax revenue
- ✓ Staff is recommending a 4.85% Municipal Tax Rate increase which results in additional revenues of \$418,773 for future capital projects needs.

Taxation



The following table outlines 2024 approved tax rate increases for neighboring municipalities:

	2022	2023	2024
North Middlesex	2.00%	2.01%	4.85%
Newbury	11.08%	5.03%	
Southwest Middlesex	4.14%	4.11%	
Strathroy Caradoc	3.28%	2.95%	
Thames Centre	0.56%	1.07%	3.40%
Middlesex Centre	2.76%	2.50%	3.22%
Adelaide Metcalfe	0.00%	2.54%	3.72%
Lucan Biddulph	2.00%	2.95%	3.50%

Next Steps

- ✓ Budget Deliberations
 - ✓ March 11th, 12th and 13th, 2024
- ✓ Budget Approval
 - ✓ Last day of deliberations

Thank you!