

Budget 2022 Overview

Background

On an annual basis, the Township prepares a Budget for council to authorize expenditures for the year. The Municipal Budget is a plan to implement the municipal goals and priorities and provides a method to monitor and control income and expenses throughout the year.

The Budget includes amounts for activities related to day-to-day operations including programs and services such as parks, arena, library, road maintenance, policing, fire, by-law, planning and development services, etc. The Budget also includes capital projects that have either been awarded by tender or that will be tendered in hopes of being completed/started in 2022.

Expenditures are funded by revenue received from user fees, service charges, reserves, grants, financing, and property taxation.

As a lower tier municipality, we are responsible for the collection of taxes on behalf of the County of Hastings and the Province of Ontario. Tonight, will be reviewing the Municipal Budget only and our tax comparison is for our local municipal levy and does not include County and Education.

<u>Schedule</u>

Budget review began last year with the CAO/Treasurer requesting the Departmental Managers to prepare draft budgets by mid-October. At October's Finance and Personnel Meeting, some departmental budgets were reviewed, and further budget review was done at the November Finance and Personnel Meeting.

From these meetings staff continued to review and compile the draft budget, which was presented to Council at their budget meeting on March 29th, 2022. At this meeting we were pending the final information from JL Richards on the downtown infrastructure project

> **Embracing the Future** while Remembering our Past

and to award the tender to ensure that our Budget was recorded accurately. On May 30th, 2022, Council received and reviewed the report with JL Richards and the tender was awarded.

At the June 6th, 2022, Council meeting Council agreed to hold a public meeting on June 13th, 2022, to provide an overview of the draft budget for 2022 to the public.

Discussion and procedures

Please note the budget has been updated due to a calculating error when totaling the tax impact in excel. Therefore, the actual proposed 2022 Tax Levy is \$5,121,642.85 which is an increase of \$2,668.85 over 2021.

We are here to provide details and highlights of the 2022 draft budget and ask that all questions be asked at the end of the presentation. Questions regarding the 2022 draft budget only and not previous or future years.

Factors affecting Budget

- Employee compensation relates to existing staff complement and includes negotiated union contract adjustments, job rate adjustments and benefit adjustments.
- Inflationary impacts due to rate increases for items such as maintenance supplies/services, insurance, winter maintenance (sand, salt and fuel).
- Utilities projected changes to utilities such inflationary increases
- Fees/Charges and Other Revenue Changes Revenue impact of proposed increases to existing fees/charges, grant allocations and reserve activity.

In 2022 we have obtained a grant from the Federal and Provincial Governments to help offset the Water line installation of the downtown infrastructure project in the amount of \$967,956.

However, the annual Ontario Municipal Partnership Funding was reduced from the province in the amount of \$13,400, therefore we are receiving \$913,100 to help offset the overall budget in 2022.

Assessment increases for 2022 are approximately 1.98% over last year. Please note the Municipality does not create assessment values these are completed by the Municipality Property Assessment Corporation.

Departmental Breakdown

Department – Council	2022 Tax Impact \$126,410.00 Decrease of \$29,580.00
Function	Elected Officials – Decision Makers
Operating Expenditures Salaries/Benefits \$92,390.00 Legal \$15,000 Materials/Supplies, etc. \$19,020	\$126,410.00

Department – Administration	2022 Tax Impact \$336,037.00 Decrease of \$148,073.00
Function	CAO, Clerk, Finance, Human Resources, IT, Facility
Operating Expenditures Salaries/Benefits \$501,540 Audit \$40,000 Leases/contract services \$54,500 Insurance \$49,623 Materials/Supplies \$75,900 Election \$25,000 Transfer to Reserve \$25,000	\$771,563.00
Revenue Penalty/Interest \$143,000 User Fees (tax certs/zoning letter, licenses, reprints, and deed change fees) \$18,000 Interest \$30,000 Lottery \$1,500 Marriage \$2,000	\$194,500.00
Revenue – OMPF	\$913,100.00

Department – Sundry	2022 Tax Impact \$10,800.00 Decrease of \$4,000.00
Function	Donations, gits, advertising,
	Canada day and Christmas
Operating Expenditures	\$24,800.00
Salaries/Benefits included in	
other departments.	
Donations \$9,000.00	
Gifts/Canada Day/Christmas	
\$15,000	
Advertising \$800.00	
Revenue	\$14,0000
Bell tower rental and Canada	
Day Grant	

Department – JFSB/FIRE	2022 Tax Impact \$725,796.00 Decrease of \$123,169.00
Function	Joint Service for Administration
	with Tweed and Volunteer Fire and buildings
Operating Expenditures Salaries/Benefits \$332,065.00 Leases/contract services \$50,000 Insurance \$59,081 Materials/Supplies, etc. \$235,150 Transfer to Reserve \$115,000	\$791,296.00
Capital Expenditures One ton truck and trailer to replace the 404 for water source and grass fire, quick response for winter calls and off-road access	\$84,200.00
Revenue Tweed Share of JFSB \$144,700 User Fees (rent from CP, fire letters, inspections) \$5,000	\$149,700.00

Department – Emergency Management	2022 Tax Impact \$4,800.00 Increase of \$800.00
Function	Emergency Operations Centre
Operating Expenditures	\$4,800.00
Materials/supplies \$3,250	
Training \$1550	

Department – Policing	2022 Tax Impact \$486,650.00 Decrease of \$57,500.00
Function	OPP and cost of disbanding
Operating Expenditures Disbanding \$213,650 OPP \$ 273,000	\$489,150.00
(Actual \$707,731 less credit from 2020-year end adjustment \$434,731) CPAC – helmets for Kids, programs offset by revenue \$2,500	NOTE: Staff have advised that the actual policing cost for 2022 for OPP is \$707,731.00
Revenue Court Fines/CRC\$	\$2,500.00

Department – Conservation Authorities	2022 Tax Impact \$59,598 Increase of \$3,338.00
Function	Wetland preservation, planning
Operating Expenditures	\$59,598.00
Requisitions payments to Crowe	
Valley, Quinte and Lower Trent	

Department – By-Law Enforcement	2022 Tax Impact \$24,547.00 Increase of \$3,998.00
Function	Enforcement of Property
	Standards, parking, etc.
Operating Expenditures	\$83,210.00
Salaries/Benefits \$72,910	
Vehicle/fuel \$6,500	
Training \$2,000	
Materials/Supplies \$1,800	
Revenue	\$58,663.00
Shared Services \$ from other	
Municipalities	

Department – BISB	2022 Tax Impact \$0.00 as this is a user pay department
Function	Enforcing the building code and issuing permits and completing inspections
Operating Expenditures Salaries/Benefits \$385,365 Municipal Administration fee \$270,000 Vehicle/Fuel \$28,910.00 Material/supplies, etc. \$25,600	\$709,875.00
Capital Expenditures Digital equipment for cloud- permit and the purchase of cloud-permit online permit system	\$40,000
Reserve Transfer Excess of revenue estimated to be received less the estimated revenue.	\$125
Revenue Permit fees from the complete shared services includes all municipalities.	\$750,000.00

Department – Animal Control	2022 Tax Impact \$11,350.00 Decrease of \$\$650
Function	Livestock Loss, dog control
Operating Expenditures Livestock \$450.00 Dog Tags \$400.00	\$16,850.00
Contracted services \$16,000	
Revenue Livestock \$1,000 Dog Tag Sales \$4,500	\$5,500.00

Department – Other Protection	2022 Tax Impact \$5,500.00 No Change
Function	Health & Safety, Accessibility upgrades
Operating Expenditures Health & Safety \$5,500.00 Firehall/PW Shop accessibility upgrades \$264,000	\$269,500.00
Revenue Modernization Funding	\$264,000.00

Department – Storm Water - Stirling	2022 Tax Impact \$264,955.00 Increase of \$88,115.00
Function	Storm Water Infrastructure and open ditches
Operating Expenditures Salaries/Benefits \$5,930 Contract services \$11,500 Materials/Supplies \$28,075	\$45,505.00
Capital Expenditures Infrastructure repairs – Foodland parking lot, Station St. S, Wellington Street, rehab side slop Aberdeen St., Demorest/Lake Road culvert	\$219,450.00

Department – Transportation Services	2022 Tax Impact \$2,951,347.00 Decrease of \$253,084.00
Function	Public Works, Bridges, culverts, Roadside Maintenance, hardtop maintenance, winter control, loose top maintenance, safety devices
Operating Expenditures Salaries/Benefits \$716,450 Leases/contract services \$91,000 (includes the grader lease) Consulting services \$55,500 (Engineering and Street Scan) Insurance \$70,000 Materials/Supplies \$115,900 Vehicle/Equipment \$280,800 Transfer to Reserve \$50,000 Bridges & Culverts Mtce \$40,000 Roadside Mtce \$24,300 (includes, tree trimming, brushing, grass cutting road edges) Shoulder Gravel \$20,000 Hardtop Mtce \$138,000 (includes patching material, line painting and street sweeping) Crack Filling/Sealing \$30,000 Frost Heave Repairs \$103,000 Loose top Mtce \$203,500 (includes calcium, water truck and grader rental) Winter control \$151,000 (includes salt purchase mailbox replacements) Safety Devices \$19,000 Ward 1 – resurfacing \$100,000 (frost heave repairs)	\$2,590,150.00

Gravel Tender \$270,000 Winter Sand \$75,000 Sidewalk repairs \$36,700	
Capital Expenditures Roadside mower/replace ventrax with attachments \$60,000 Hwy 14 Bridge \$500,000 Downtown Infrastructure Project \$1,067,159.20 Tanner Drive Sidewalk \$50,000	\$1,677,159.20
Debenture Payments Springbrook Road \$85,000 Ridge Road \$125,000	\$210,000.00
Revenue User fees \$6,500 (entrance applications and inspections fees) OCIFA Formula Funding \$207,563 Dollars from Reserve transfer in 2021 for Hwy 14 bridge \$224,409.20 plus road reserve \$279,590.80 Development Charges and Gas Tax re: Downtown project \$807,899.20	\$1,525,962.20

Department – Traffic Control	2022 Tax Impact \$29,454 Increase of \$7,359.00
Function	Crossing Guards and Traffic Lights
Operating Expenditures Salaries/Benefits \$25,454 Equipment Repairs \$3,000 Materials/Supplies \$1,000	\$29,454.00

Department – Street Lights - Springbrook	2022 Tax Impact to the residents in Springbrook only \$4,500.00 Increase of \$2,300.00
Function	Street Light Maintenance
Operating Expenditures contract services \$1,000 Materials/Supplies \$3,500	\$4,500.00
Revenue Through the Tax Notice from the residents of Springbrook	\$4,500.00

Department – Street Lights - Stirling	2022 Tax Impact \$50,000.00 to the residents in Stirling Only Decrease of \$36,450.00
Function	Street Light Maintenance
Operating Expenditures Contract services \$4,000 Materials/Supplies \$46,000	\$50,000.00
Revenue Through the Tax Notice from the residents of Stirling	\$50,000.00

Department – Sewer	2022 Tax Impact \$0.00 User Pay System based on flat rate and usage.
Function	Maintain the Sanitary Sewer System
Operating Expenditures Salaries/Benefits \$167,250 Leases/contract services \$7,900 Consulting Services \$2,500 Insurance \$25,000 Vehicle/Equipment \$4,100 Lagoon Culvert relining and Henry St. Pump rebuild \$44,500	\$615,000.00

Cleaning/TV \$12,000 Materials/Supplies \$205,600	
Reserve Transfer \$146,150	
Capital Expenditures	\$1,238,306.01
Downtown Project – replacing	
the sewer mains	
Debenture Payments Wetland/Sewer Upgrades paid off in 2026	\$155,000.00
Revenue User fees \$770,000 Reserve Transfers \$1,238,306.01	\$2,008,306.01

Department – Water	2022 Tax Impact \$0.00 User Pay System based on flat rate and usage.
Function	Maintain the Water System
Operating Expenditures	\$581,065.00
Salaries/Benefits \$195,605	
Leases/contract services \$7,910	
Consulting Services \$5,000	
Insurance \$32,000	
Vehicle/Equipment \$4,000	
WTP door replacement, Lighting	
replacement software upgrades	
\$48,000 Cleaning well 5 \$8,500	
Hydrant Replacement \$8,500	
Materials/Supplies \$271,550	
Capital Expenditures	\$1,104,564.55
Downtown Project – replacing	
the water mains	
Revenue	\$2,008,306.01
User fees \$565,000	
Reserve Transfers \$240,669.55	
Federal/Provincial Grant	
estimated \$879,960	

Department – Source Protection	2022 Tax Impact \$28,228.00 No Increase or decrease
Function	Risk Management as per Source Water Protection Act
Operating Expenditures Contracted Service to LTC	\$28,228.00

Department – Garbage Collection – Stirling	2022 Tax Impact \$54,950.00 Stirling residents only
Function	Curbside pickup weekly in the
	former Village of Stirling
Operating Expenditures	\$54,950.00
Contract service	
Revenue	\$54,950.00
Collecting through the Tax Notice	

Department – Garbage Collection - Rawdon	2022 Tax Impact \$45,792.00 Rawdon residents only
Function	Curbside pickup bi-weekly in the
	former Rawdon Township
Operating Expenditures	\$45,792.00
Contract service	
Revenue	\$45,792.00
Collecting through the Tax Notice	

Department – Landfill	2022 Tax Impact \$83,400.00 Decrease of \$30,728.00
Function	Maintain the two landfill sites
Operating Expenditures	\$242,900.00
Salaries/Benefits \$63,400	
Contract services \$98,000	
(rodent control, removal of bins,	
cardboard pickup)	
Consulting Services \$40,000	
(monitoring program)	
Insurance \$15,000	
Vehicle/Equipment \$14,000	
Materials/Supplies \$12,500	
Capital Expenditures	\$25,500.00
CBM Blocks and gates	
Revenue	\$185,000.00
User fees \$85,000 (tipping fees	
and scrap metal)	
Bag Tag Fees \$100,000	

Department – Recycling	2022 Tax Impact \$0.00 No impact
Function	Purchasing of Recycling bins
Operating Expenditures	\$500.00
Materials/Supplies	
Revenue	\$500.00
User fees – purchase of blue bins	

Department – Recycling	2022 Tax Impact \$0.00
Rawdon	No impact
Function	Recycling Pickup former Rawdon
	Township
Operating Expenditures	\$30,410.00
Contracted Services	
Revenue	\$30,410.00
Collected through the Tax Notice	

Department – Recycling Stirling	2022 Tax Impact \$0.00 No impact
Function	Recycling Pickup former Village of Stirling
Operating Expenditures Contracted Services	\$61,735.00
Revenue Collected through the Tax Notice	\$61,735.00

Department – Cemetery	2022 Tax Impact \$28,650.00 Decrease of \$17,000.00
Function	Maintenance of Stirling Cemetery and Weaver Cemetery
Operating Expenditures Salaries/Benefits \$3,650 Contract services \$30,500 (burials, grass cutting) Materials/Supplies \$4,500	\$38,650.00
Revenue User fees (Plot sales and interments)	\$10,000.00

Department – Parks & Recreation	2022 Tax Impact \$330,450.00 Increase of \$72,160.00
Function	Maintain the parks including the two ball diamonds
Operating Expenditures Salaries/Benefits \$42,450 Contract services \$40,000 (ball diamonds and grass cutting) Insurance \$2,200 Equipment \$3,300 Materials/Supplies \$12,500 Reserve Transfer \$5,000	\$105,450.00
Capital Expenditures Park Equipment & Light Replacement & Walking Trail,	\$232,000.00

Library Parkette and walk around updates, covered bridge railing	
Revenue	\$7,000.00
User fees \$1,000	
Reserve Transfer \$6,000	

Department – Community Hall	2022 Tax Impact \$3,950.00 No change
Function	Harold Hall/Harold Cenotaph
Operating Expenditures	\$3,950.00
Salaries/Benefits	
Note – reviewing the possibility of demolishing Harold Hall as there is a safety concern	

Department – Theatre	2022 Tax Impact \$8,740.00 Decrease of \$1,072.00
Function	Theatre outside maintenance
Operating Expenditures	\$8,740.00
Insurance	

Department – Arena	2022 Tax Impact \$89,738.85 Decrease of \$24,121.15
Function	Our Share of the Maintenance of the Stirling Arena
Operating Expenditures Requisition Payment to the Arena Board	\$89,738.85

Department – Library	2022 Tax Impact \$180,157.00 Decrease of \$28,152.00
Function	Costs of running the library
Operating Expenditures	\$180,157.00
Requisition Payment to the Library Board	

Department – Planning	2022 Tax Impact \$8,250.00 Increase of \$4,750.00
Function	Planning costs for
	rezonings/minor variances
Operating Expenditures	\$8,250.00
Board meeting fees \$1,250	
Legal/consulting \$7,000	
Capital Expenditures	\$5,000.00
Development review procedures	
Revenue	\$5,000.00
User fees - rezoning and minor	
variance applications fees.	

Department – Economic Development	2022 Tax Impact \$30,000.00 Decrease of \$500.00
Function	Marketing Campaign, home show, holiday lighting and promotional material
Operating Expenditures Marketing \$18,000 Promotional Materials \$3,000 Material/supplies \$14,000 which includes home show	\$35,000.00
Revenue User fees – home show	\$5,000.00

Department – Municipal Taxation	2022 Tax Impact \$35,091.00 Increase of \$15,000.00
Function	Supplementals and Write Offs
Operating Expenditures Write Offs due to tax adjustments received MPAC	\$40,000.00
Revenue Supplemental revenue for additions, new homes, etc.	\$75,091.00

Department	Budget Amount	Year of Expiration
Transportation	\$85,000	2027
(internal)		
Transportation	\$125,000	2027
Sewer	\$155,000	2026
Police	\$186,650	2028
Total	\$551,650	

Municipal Debt Payments

Note:

Both Transportation debt payments could be completed in 2026 as the balance will be only one payment in 2027. Depends on the direction from Council at that time.

Each municipality has an annual debt repayment limit under Ontario regulation 403/02 and Stirling-Rawdon repayment limit is \$1,335,269. Therefore, we have \$783,619.00 of repayments available before we are at our limit.

With the Downtown Infrastructure Project, we are estimating that we will add \$400,798.80 to our annual repayments for ten years. This will bring our repayments to \$382,820.20 which is still under our repayment limit.

Financing of Downtown Project

Department	Cost	Financing	Debt
Sewer	\$2,395,000.00	Reserves \$496,988.43 Gas Tax \$600,000.00 Development Charges \$256,267.41	\$1,041,744.16 estimated to be finance over 10 years Cost of borrowing \$188,573.69 Repayment per year \$123,031.80
Water	\$1,200,000.00	Estimated grant of \$879,960 Reserve \$95,435.45 Development Charges \$225,604.55	
Transportation	\$3,267,528.00	Gas Tax \$363,699.18 Development Charges \$551,899.20	 \$2,351,929.62 estimated to be finance over 10 years Cost of borrowing \$425,739.90 Repayment per year \$277,767.00

Budget breakdown

<u>oun</u>	Summary of the draft budget 2022							
					Overall Property			
	Re	venue	Ex	penditures	Тах	Impact		
Default	\$	-	\$	-	\$	-		
Council	\$	-	\$	126,410.00	\$	126,410.00		
Administration	\$	1,107,600.00	\$	771,563.00	-\$	336,037.00		
Medical	\$	-	\$	-	\$	-		
Sundry	\$	14,000.00	\$	24,800.00	\$	10,800.00		
JFSB/Fire	\$	149,700.00	\$	875,496.00	\$	725,796.00		
Emergency Management	\$	-	\$	4,800.00	\$	4,800.00		
Policing	\$	2,500.00	\$	489,150.00	\$	486,650.00		
Conservation Authorities	\$	-	\$	59,598.00	\$	59,598.00		
By-law Enforcement (BESB)	\$	58,663.00	\$	83,210.00	\$	24,547.00		
Building (BISB)	\$	750,000.00	\$	750,000.00	\$	-		
Animal Control	\$	5,500.00	\$	16,850.00	\$	11,350.00		
Other Protection	\$	264,000.00	\$	269,500.00	\$	5,500.00		
Storm Water - Stirling	\$	-	\$	264,955.00	\$	264,955.00		
Transportation	\$	1,525,962.20		4,477,309.20	\$	2,951,347.00		
Traffic Control	\$	-	\$	29,454.00	\$	29,454.00		
Street Lights - Springbrook	\$	4,500.00	\$	4,500.00	\$	-		
Street Lights - Stirling	\$	50,000.00	\$	50,000.00	\$	-		
Sewer	\$	2,008,306.01	\$	2,008,306.01	\$	-		
Water	\$	1,685,629.55	\$	1,685,629.55	\$	-		
Source Protection	\$	-	\$	28,228.00	\$	28,228.00		
Garbage Collection - Stirling	\$	54,950.00	\$	54,950.00	\$	-		
Garbage Collection - Rawdon	\$	45,792.00	\$	45,792.00	\$	-		
Landfill	\$	185,000.00	\$	268,400.00	\$	83,400.00		
Recycling	\$	500.00	\$	500.00	\$	-		
Recycling - Rawdon	\$	30,410.00	\$	30,410.00	\$	-		
Recycling - Stirling	\$	61,735.00	\$	61,735.00	\$	-		
Cemetery	\$	10,000.00	\$	38,650.00	\$	28,650.00		
Parks and Recreation	\$	7,000.00	\$	337,450.00	\$	330,450.00		
Community Hall	\$	-	\$	3,950.00	\$	3,950.00		
Theatre	\$	-	\$	8,740.00	\$	8,740.00		
Arena	\$	-	\$	89,738.85	\$	89,738.85		
Library	\$	-	\$	180,157.00	\$	180,157.00		
Planning	\$	5,000.00	\$	13,250.00		8,250.00		
Economic Development	\$	5,000.00	\$	35,000.00	\$ \$ \$	30,000.00		
Train Station	\$	_,000100		-	\$	-		
Municipal taxation	\$ \$ \$	75,091.00	\$ \$	40,000.00	-\$	35,091.00		
			M	unicipal Levy	\$	5,121,642.85		

Municipal Residential Taxes

In 2022, a residential property with an assessed value of \$249,539 which has the average assessment increase of 1.98% included will see a decrease of \$17.33

2021 taxes \$2,628.26 2022 taxes \$2,610.93

Notes:

Taxes will vary property by property, due to individual assessment values.