

# **BUDGET BINDER #1**

**MISSISSIPPI MILLS 2025  
BUDGET TABLING**



# BUDGET

## BINDER #1 MISSISSIPPI MILLS 2025

### BUDGET TABLING

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#### 1) BACKGROUND & FINANCIAL INDICATORS

- 2025 Tabling Presentation
- 2025 Capital Requests



#### 2) GROWTH, INFRASTRUCTURE, & ASSET MANAGEMENT

- Capital & Operating
  - Development Services
  - Public Works



#### 3) SAFE & SUSTAINABLE

- Capital & Operating
  - Protective Services



#### 4) WELCOMING & INCLUSIVE, ACTIVE & HEALTHY COMMUNITY

- Capital & Operating
  - Recreation & Parks
  - Childcare
  - Library



#### 5) VIBRANT & PROSPEROUS ECONOMY

- Capital & Operating
  - Economic Development



#### 6) MODERN EFFICIENT EFFECTIVE MUNICIPAL OPERATIONS

- Capital & Operating
  - Corporate Services



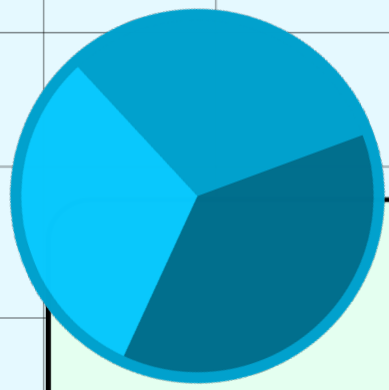
#### 7) SUSTAINABLE FINANCIAL STEWARDSHIP

- Capital & Operating
  - Facilities

# 2025 BUDGET



BACKGROUND  
& FINANCIAL  
INDICATORS



# 2025 Draft Capital and Operating Budget

Budget Tabling  
Presented to Council  
October 8, 2024



# MISSISSIPPI MILLS

## Land Acknowledgement

**We acknowledge that this sacred land on which Mississippi Mills is now located has been a site of human activity for over 10,000 years and is rich in Indigenous history.**

**This land is the ancestral and unceded territory of the Algonquin Anishinaabe Nation. We are grateful to the Algonquin ancestors who care for the land and water in order that we might meet here today.**



Mississippi  
Mills



# Agenda

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Municipality of Mississippi Mills – Overview

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Strategic Plan and Planned Projects

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Community Feedback

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Budget Context

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Capital Overview

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Operating Overview

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Human Resource Considerations

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Schedule





# Overview

# MM2048



Planning Studies,  
Amendments



Transportation Master  
Plan



Water Wastewater  
Master Plan



Solid Waste  
Management Strategy



Community Services  
Master Plan



Development Charges  
Background Study

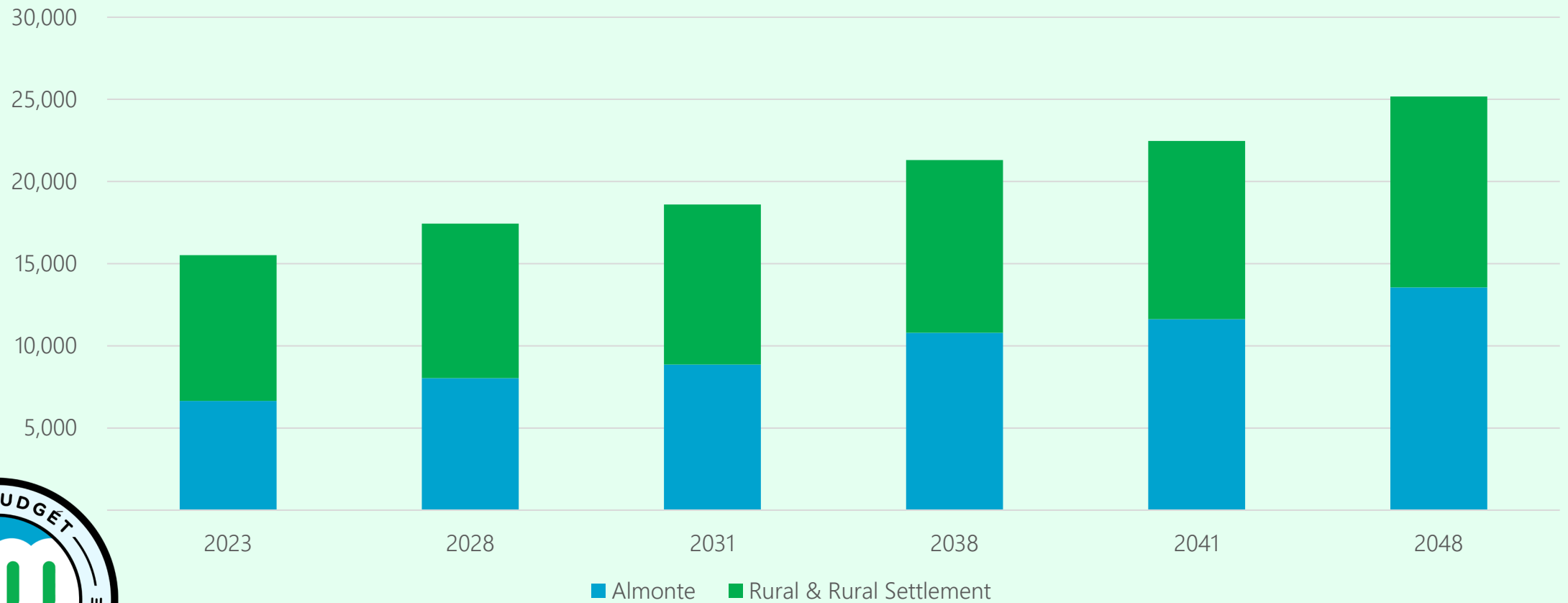


Economic Development  
Plan





# Population Projections



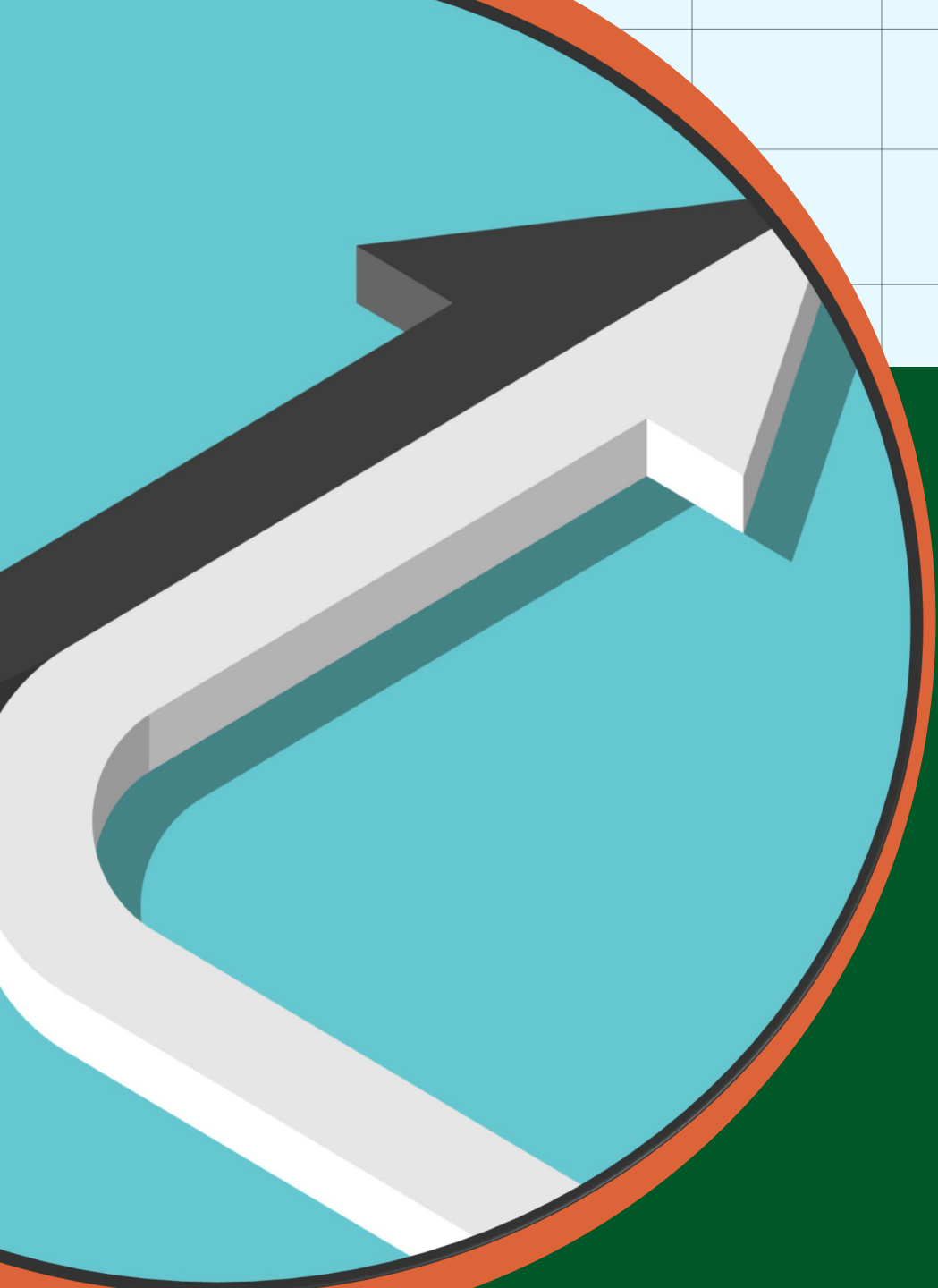
# Strategic Plan

6 priorities

16 projects

3 year plan –  
2 years left





# **Strategic Plan and Planned Projects**



## Safe & Sustainable

Community Safety and Wellbeing Plan Implementation

Climate Action Plan Implementation

Bylaw Service Review



## Welcoming, Inclusive, Active & Healthy Community

Community Services Master Plan

MM2048 – Infrastructure Master Plans

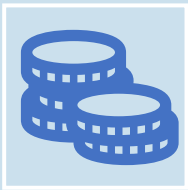
Affordable Housing Grant Program

Official Plan Amendment 28 – Village Vitality / Rural

Update Urban and Rural Design Guidelines

Bill 23 Amendments

Public Realm / Secondary Plan



## Vibrant & Prosperous Economy

Economic Development Strategic Plan





## Modern, Efficient, & Effective Municipal Operations

- Municipal Space Needs Study
- Development of Human Resources Plan
- Public Engagement Plan
- Process Redesign
- Performance Measurement Framework
- Digital Plan Implementation



## Sustainable Financial Stewardship

- Long Term Financial Plan



## Accountable & Transparent Governance

- Plan for Advocacy and Partnerships
- Collaboration - Quality of Life





**DOCUMENT TWO**

NOT PRIORITIZED

HIGH PRIORITY

MEDIUM/LOW PRIORITY

- 1. Climate Change
- 2. Community Safety & Well-Being Framework

Q3 Q4

**2023**

- 3. Bylaw Service Review
- 4. Community Services Master Plan
- 11. Public Engagement Plan
- 6. Affordable Housing grant Program (COMPLETE)
- 15. Digital Plan Implementation
- 16. Bill 23 Amendments
- 19. Plan for Advocacy and Partnerships
- 20. Collaboration – Quality of Life

**BUDGET**

Q1 Q2 Q3 Q4

**2024**

- 5. MM2048 - W/WW Master Plan and Transportation Master Plan
- 18. Economic Development Strategic Plan
- 9. Municipal Space Needs Study
- 10. Development of Human Resources Plan
- 12. Long Term Financial Plan

**BUDGET** Q1 Q2 Q3 Q4

**2025**

- 7. Official Plan Amendment 28 – Village Vitality / Rural (Medium)
- 14. Performance Measurement Framework (Medium)
- 17. Public Realm /Secondary plan (Medium)

**BUDGET** Q1 Q2 Q3 Q4

**2026** **2027**

- 8. Update Urban/and Rural Design guidelines (Low)

- 13. Process Redesign (Medium/Low)

**BUDGET**



# Community Feedback

**#1:** It is important that our community is **safe** for all and **sustainable** for future generations.

**#2:** It is important that we plan for our community's **financial future** in a **fiscally responsible** way.

**#3:** It is important that Council act to advocate for residents in a **transparent** and **accountable** manner.

**#4:** It is important that municipal operations are **efficient and cost effective**, using **modern technology** to offer excellent service.

**#5:** It is important that our community offers opportunities for residents to be **healthy and active** in a **welcoming and inclusive** way.

**#6:** It is important that we **strengthen and diversify** the economy in our community.



# Survey Results



● Not at all important
 ● Not very important
 ● Important
 ● Extremely important

Combined Not Important

Combined Important

Importance difference since 2023

Fire & Emergency Response

Winter Maintenance

Roads & Sidewalks

Police & Protection

Waste Management (Garbage, Recycling)

Parks & Trails

Recreation Facilities & Programs

Economic Development

Water & Sewer

Planning for Growth (Master Plans, Studies)

Libraries

Culture & Events

Building Services (Permits, Inspections)

Full Daycare Childcare

Before & After School Childcare

By-law Enforcement

100%

0%

100%

1%

99%

0%

3%

97%

+2%

7%

93%

-2%

8%

92%

-2%

8%

92%

0%

17%

83%

0%

18%

82%

-1%

18%

82%

-1%

20%

80%

+1%

21%

79%

-3%

29%

71%

+2%

34%

67%

+4%

35%

65%

-1%

46%

54%

+2%

48%

52%

+3%

50%

50%

+4%

A circular inset image on the left side of the slide. It shows a white, two-story house with a chimney, situated on a grassy hill. The sky is overcast with grey clouds. The circular inset has a dark orange border.

# Budget Context

# Budget Context



## Political

Housing  
Employment  
Infrastructure



## Economic

Inflation  
Interest rates  
Planning for the future  
Accountability



## Social

Advocacy  
Reconciliation  
Collaboration  
Community safety



## Technological

AI  
Access to internet  
Improvements for residents



## Environmental

Energy efficiency  
Green initiatives  
Climate Change



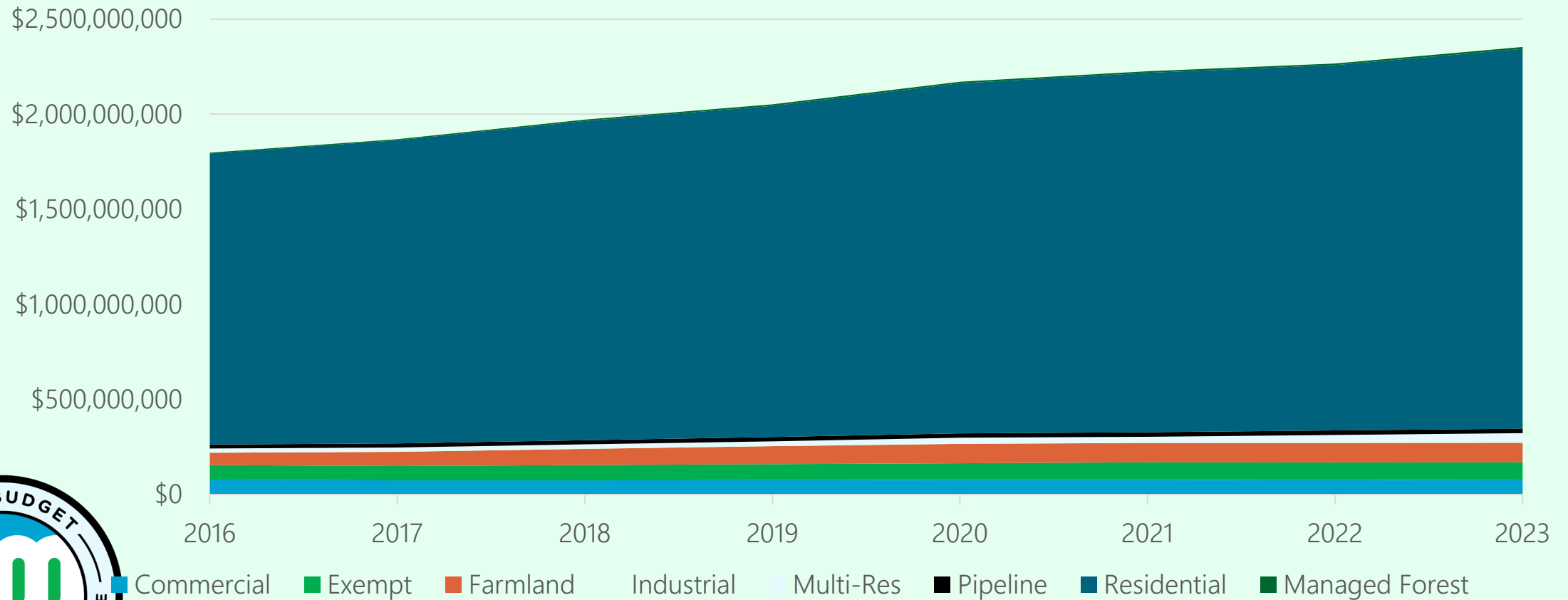
## Legal

Liability  
Bill 23  
Contracts

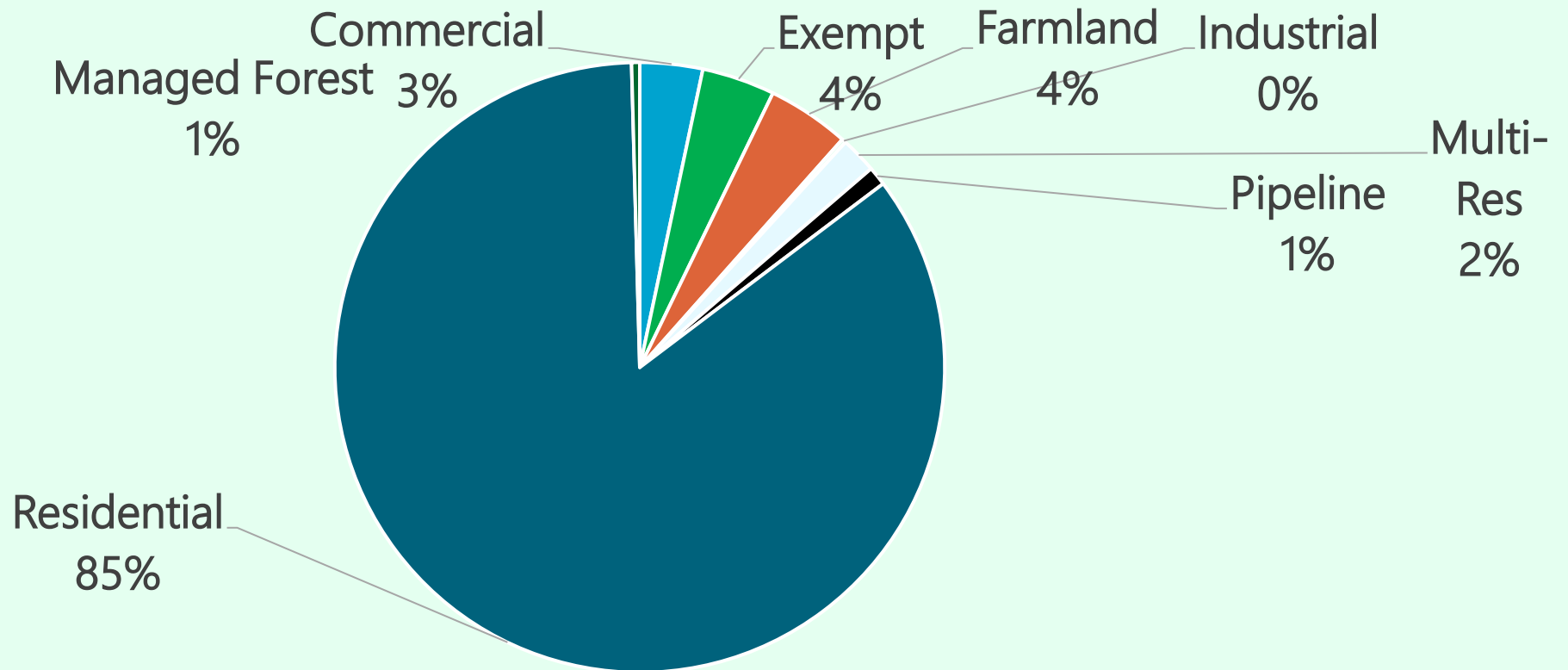


# Growth in Assessed Value

Assessed Value

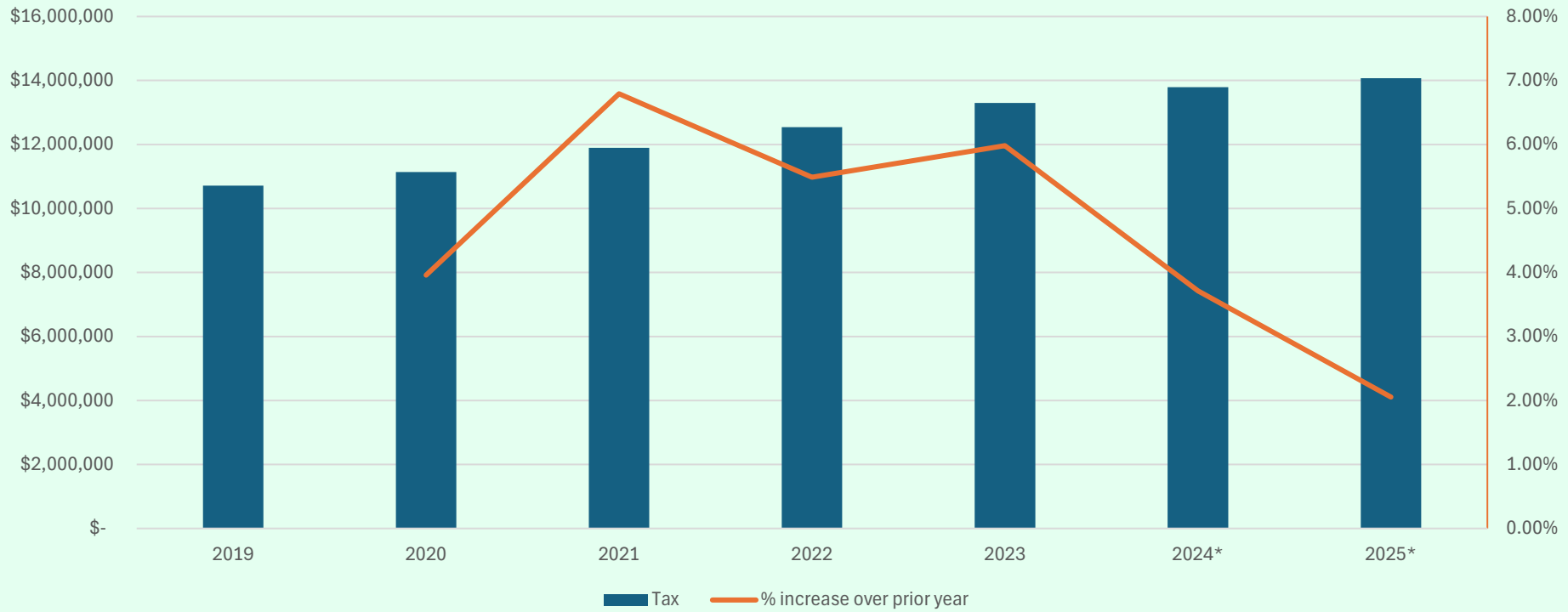


# 2023 Assessed Value

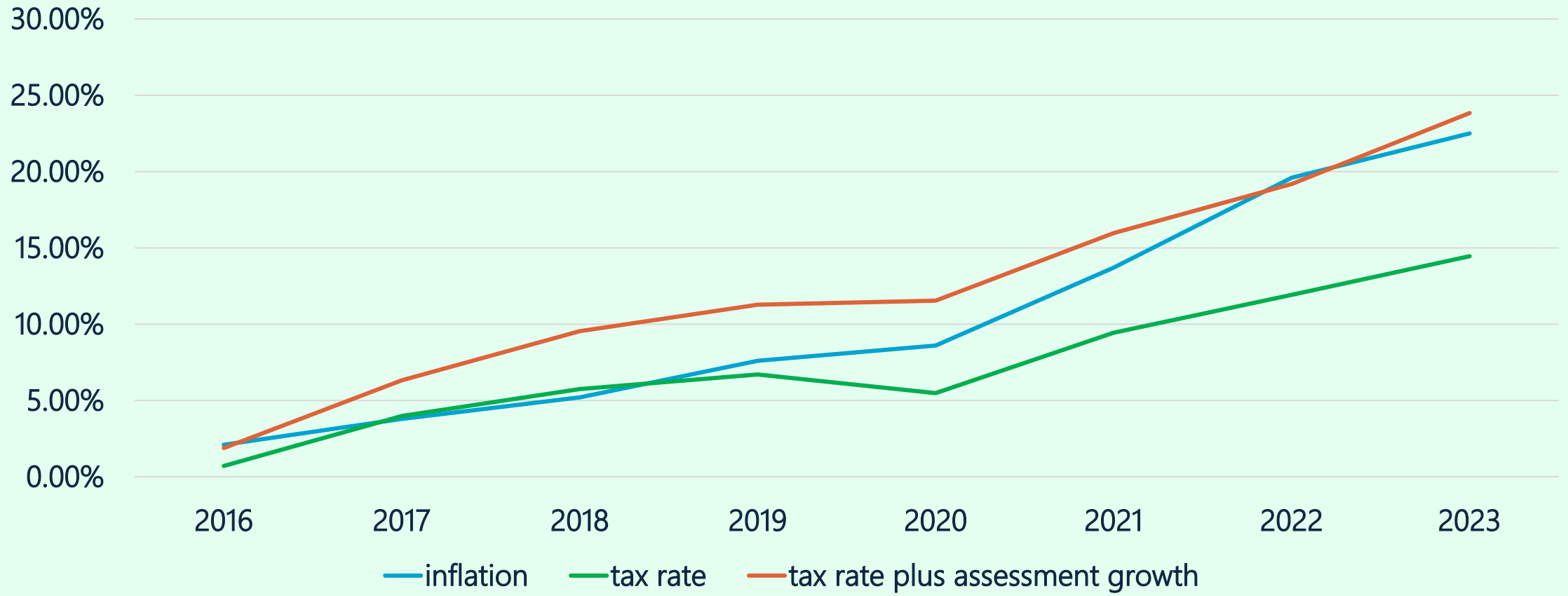


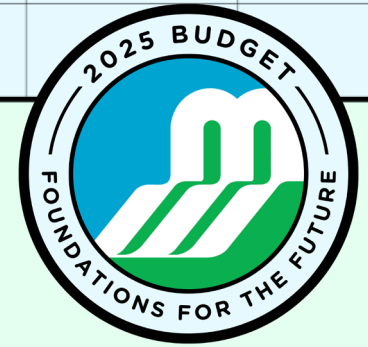
# Taxation

Annual Tax Revenue



# Tax Rates & Inflation





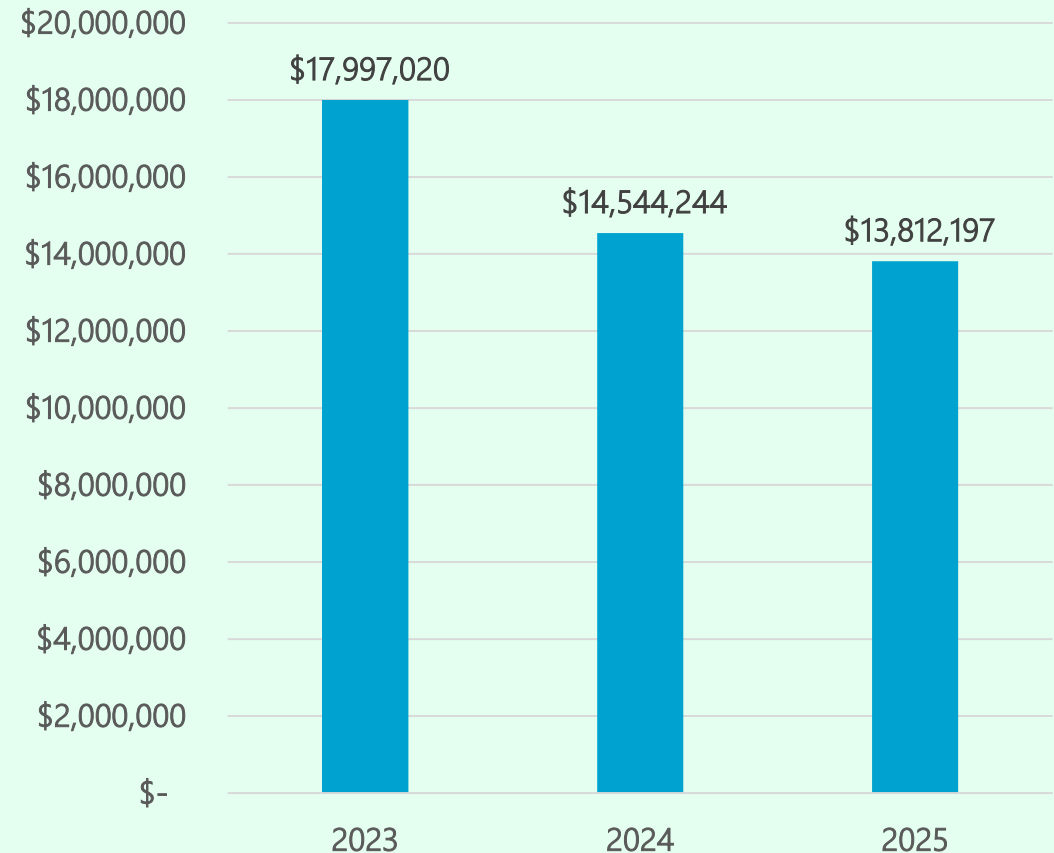
# Reserves

## Obligatory Reserves (Development Charges):

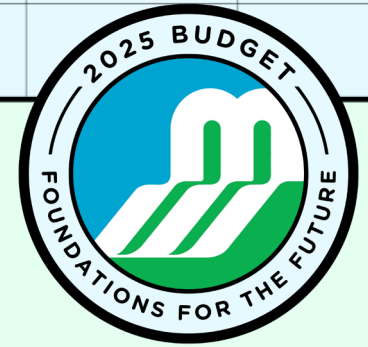
- Defined by Development Charges Act to support new growth

## Discretionary Reserves:

- stabilization reserves
- program specific reserves as determined
- capital reserves







# Loans and Debt



## Annual Repayment Limit

2022 - \$3,079,163

2024 - \$3,280,825



## Annual Debt Charges

2022 - \$2,089,562

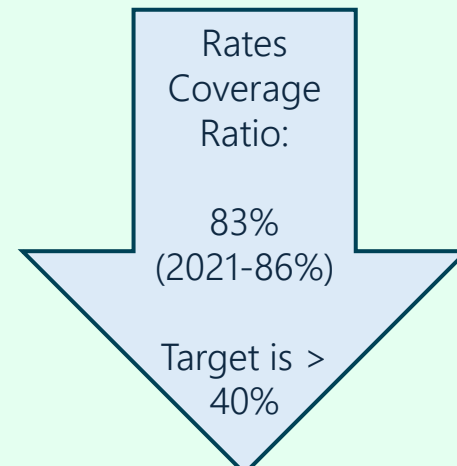
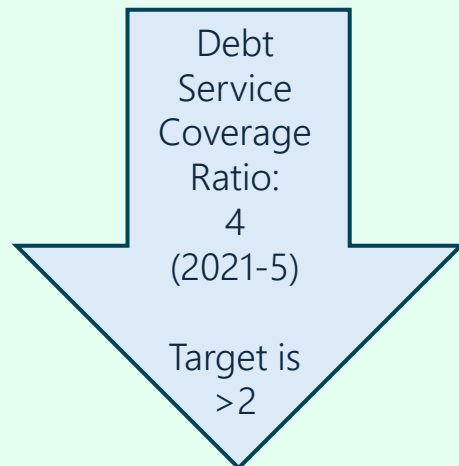
2024 - \$2,308,021



## Borrowing Capacity

2022 - \$32.6M to \$38.3M

2024 - \$34.8M to \$40.9M



# KPIs – MMAH (2022)

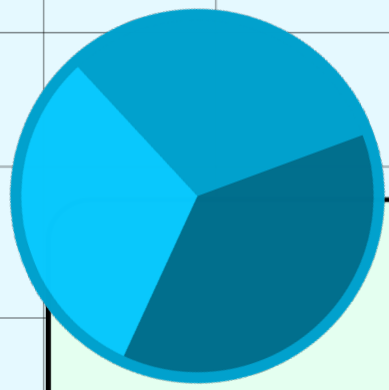
Ratio	MM Ratio	MMAH Target	Notes
Operating Surplus	25.9%	0% to +15%	Indicates that revenues in excess of operating expenses are available for capital investments
Current Ratio	6:1	>1:1	Demonstrates Municipality's ability to pay short term obligations
Rates Coverage Ratio	83%	>40%	Measures Municipality's ability to cover costs through rates revenue
Debt Service Coverage	4	>2	



# Assumptions

Cost Category	Inflation Index
Wages	3%
Benefits	Medical 102% Dental 7% All others 3%
Supplies	2.69%
Contracts	2.5%
Insurance	15%
Fuel and Oil	11.1%
Materials	5.96%
M&R Parts	5.96%
Food	2.69%
Investments	4.75% to 5.5%



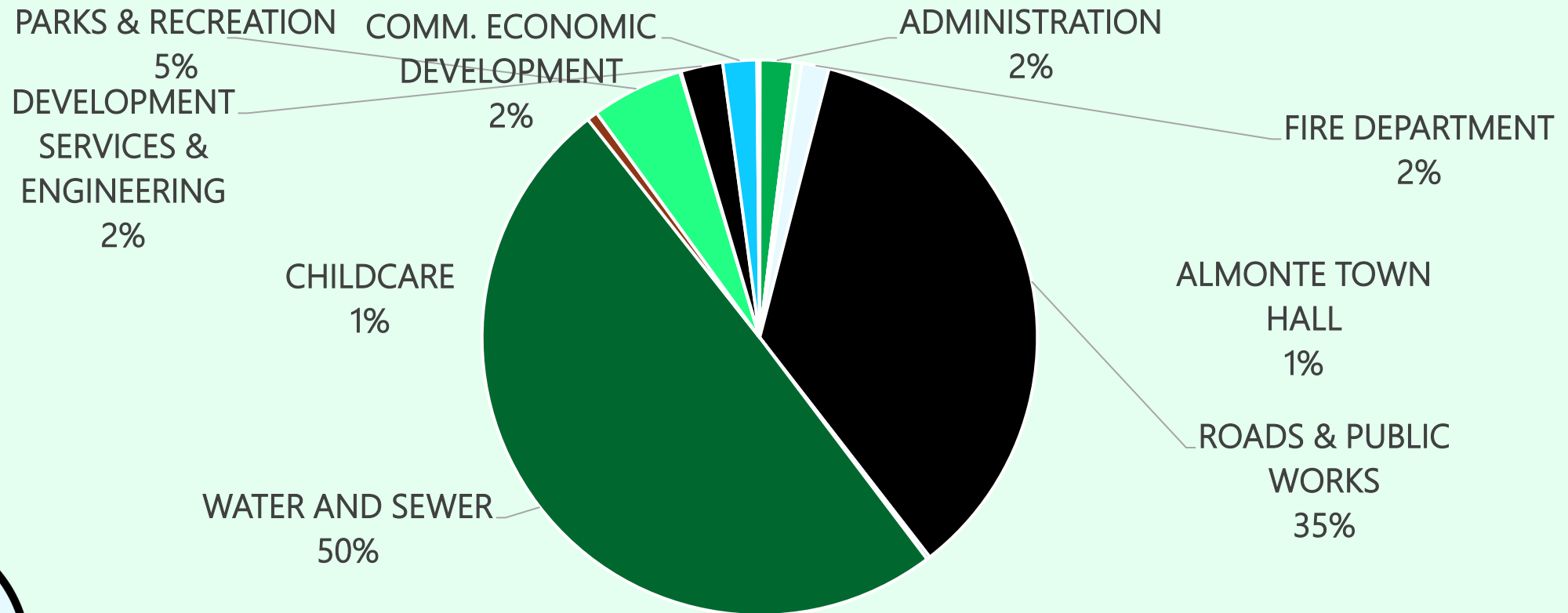


# Draft Capital Budget

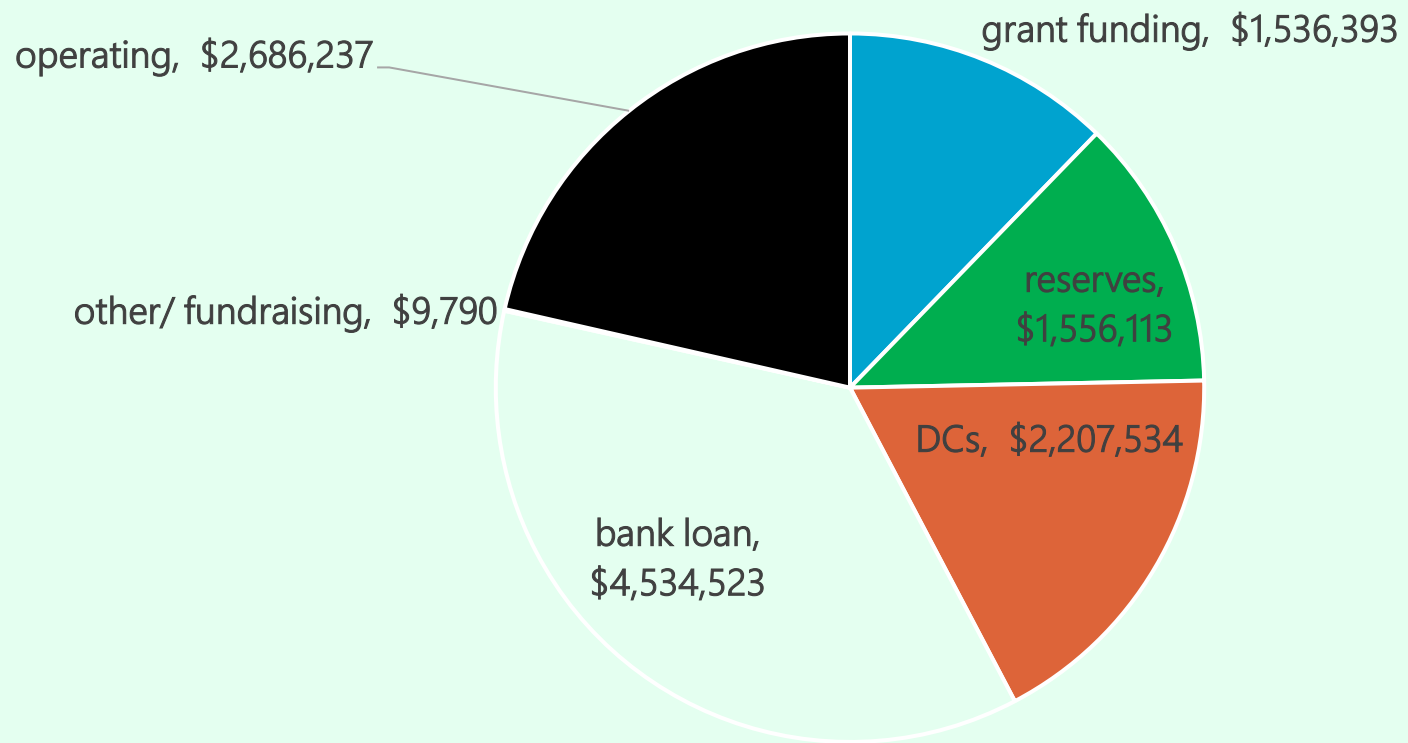


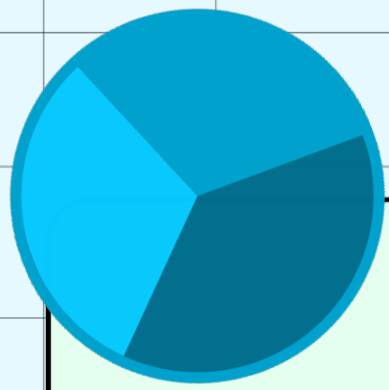
# Proposed Capital Spending

## \$12,530,589



# Proposed Funding Sources

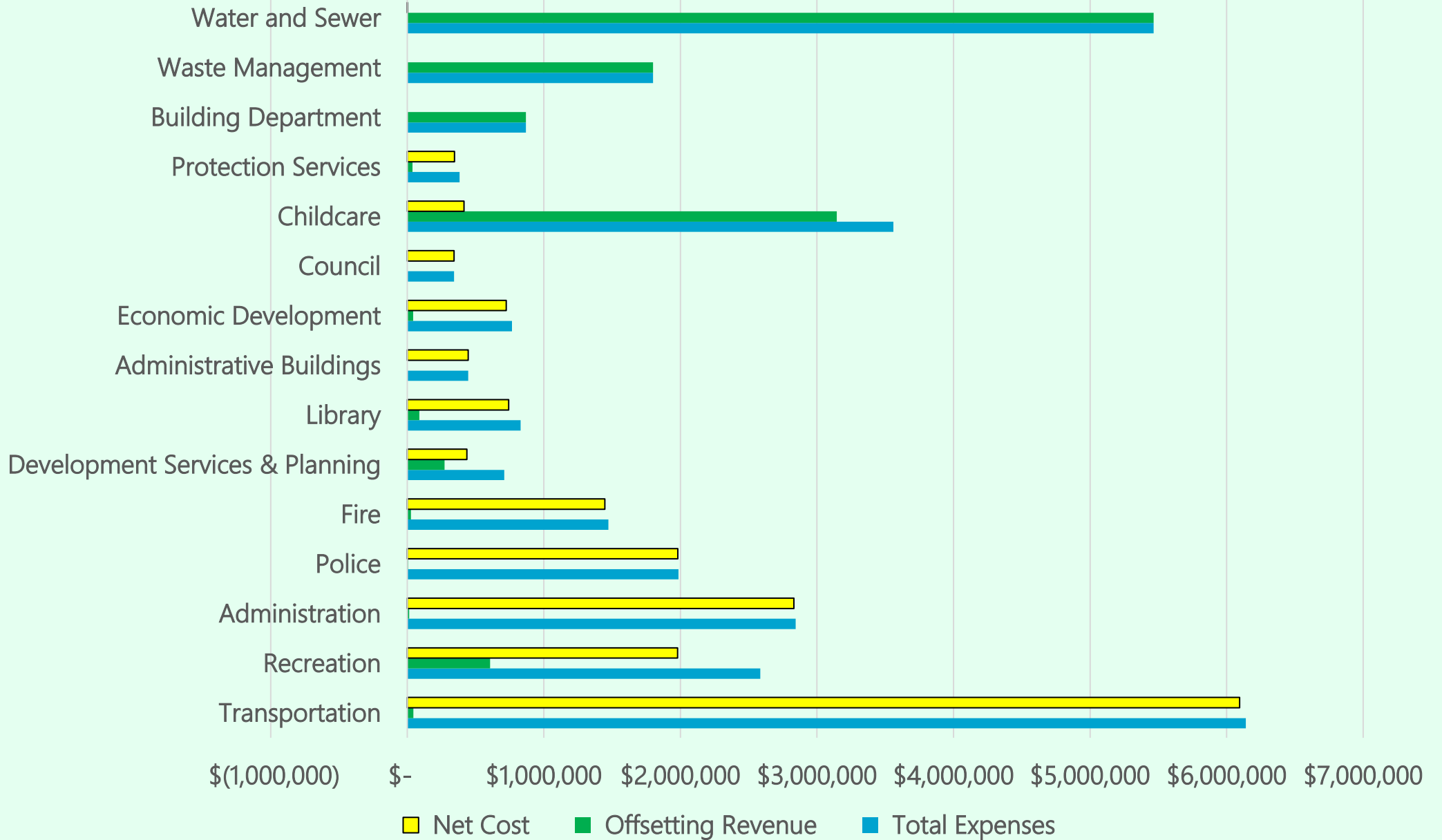




# Draft Operating Budget

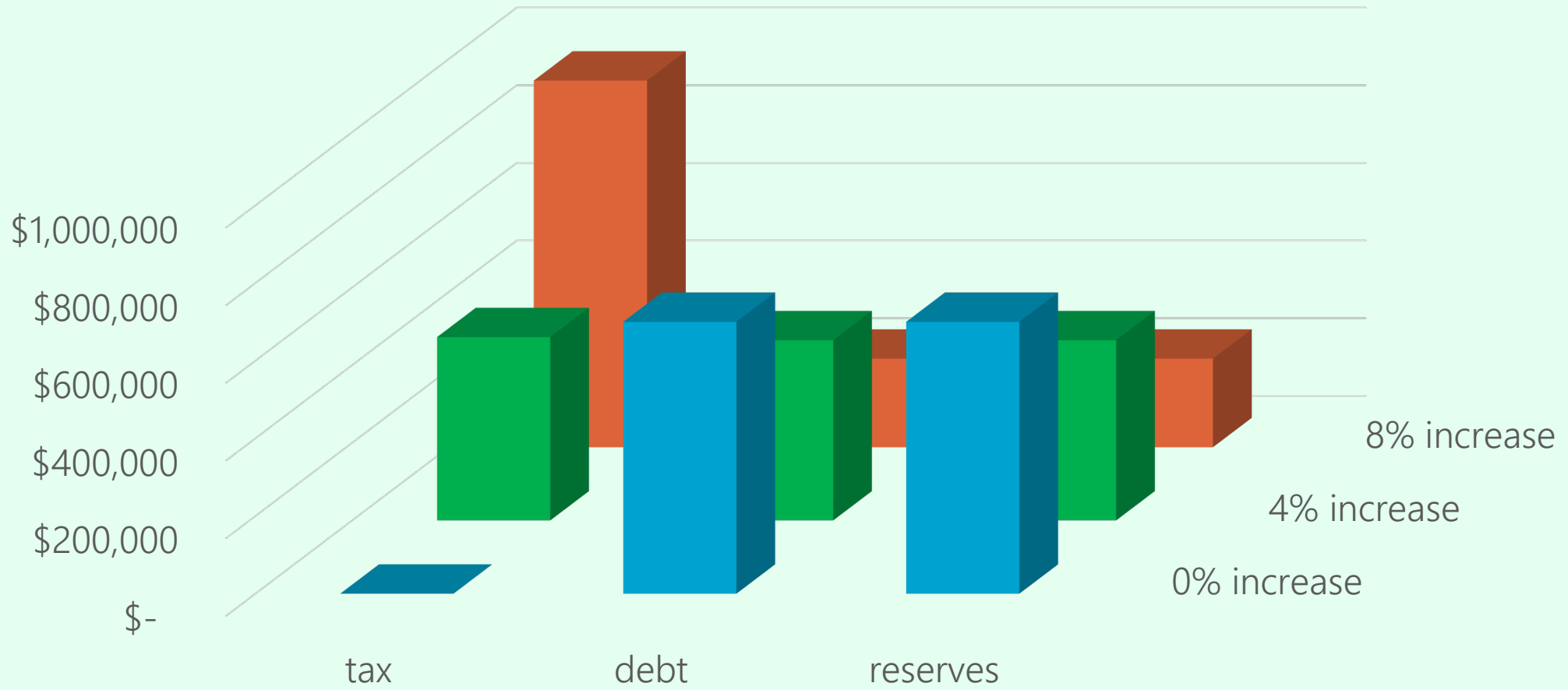


# Draft Operating Budget 2025





# Funding the Budget Shortfall



# ***Operations – Investments 2025***



## Safe & Sustainable

Staffing in By-Law services  
Police Services Board  
Fire Services Training Center



## Welcoming & Inclusive, Active & Healthy Community

Director of Community Services  
Summer Camp Program  
Pakenham Arena Operator



## Vibrant & Prosperous Economy



# ***Operations – Investments 2025***



Modern, Efficient, & Effective  
Municipal Operations

Technology budget  
enhancements

Finance summer student



Sustainable Financial  
Stewardship

Cleaner / Facilities position



Accountable & Transparent  
Governance



# Human Resources Updates & Changes



## Proposed New Positions:

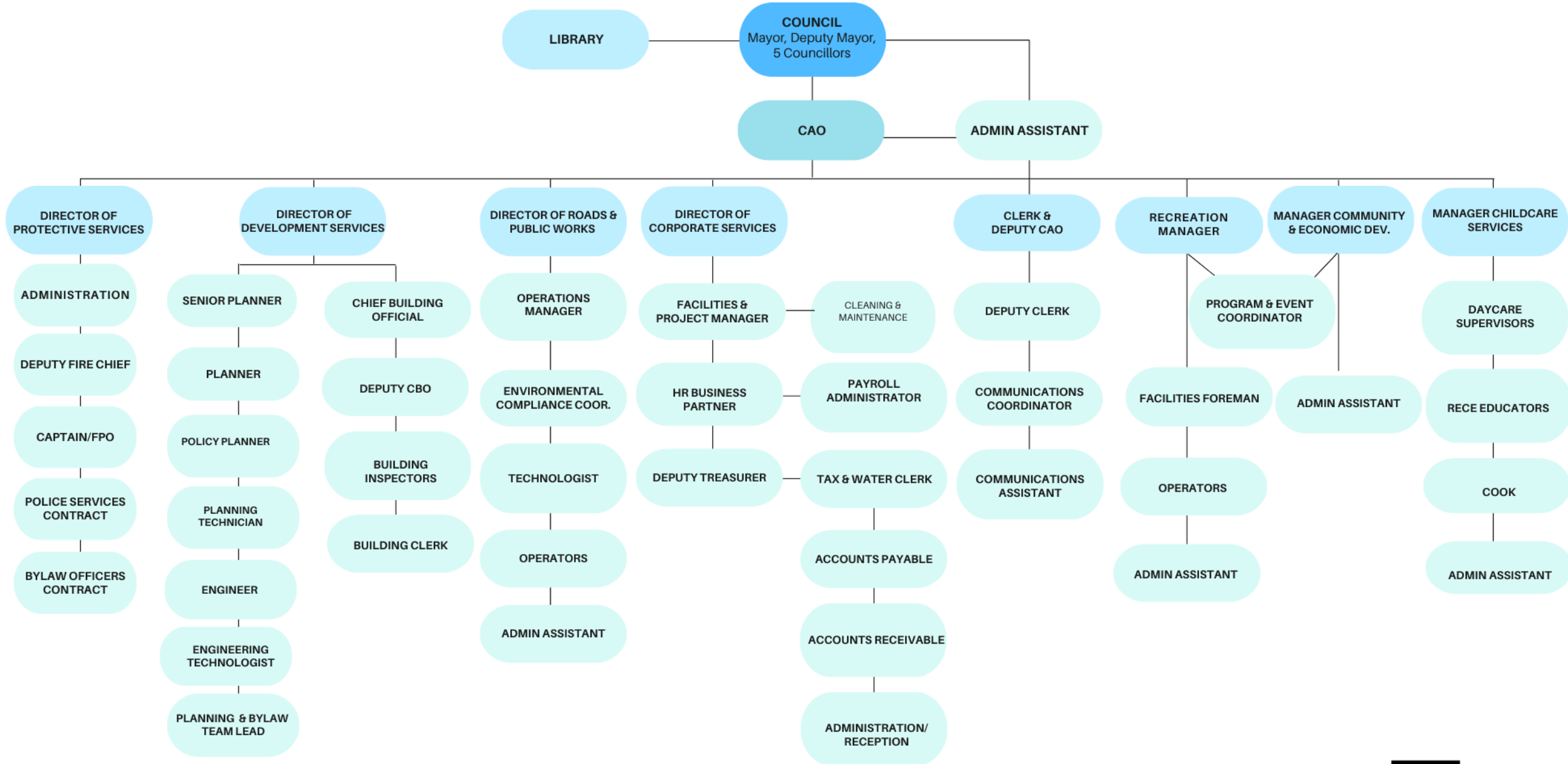
- 1.0 FTE Public Works – Operator
- 2.0 FTE Protection – By-Law Officers
- 0.5 FTE Protection – Administrative Support
- 0.5 FTE Planning – Administrative Support
- 1.0 FTE Facilities – Cleaning/Maintenance
- 1.0 FTE Community Services – Director
- 0.25 FTE Finance – Summer Student

## Proposed Offsets:

- Public Works overtime
- MLES fee for service contract
- Not applicable but temporary position only
- Not applicable but temporary position only
- Cleaning contract termination and trades contracts savings
- Childcare Admin Support discontinued
- IT position not filled

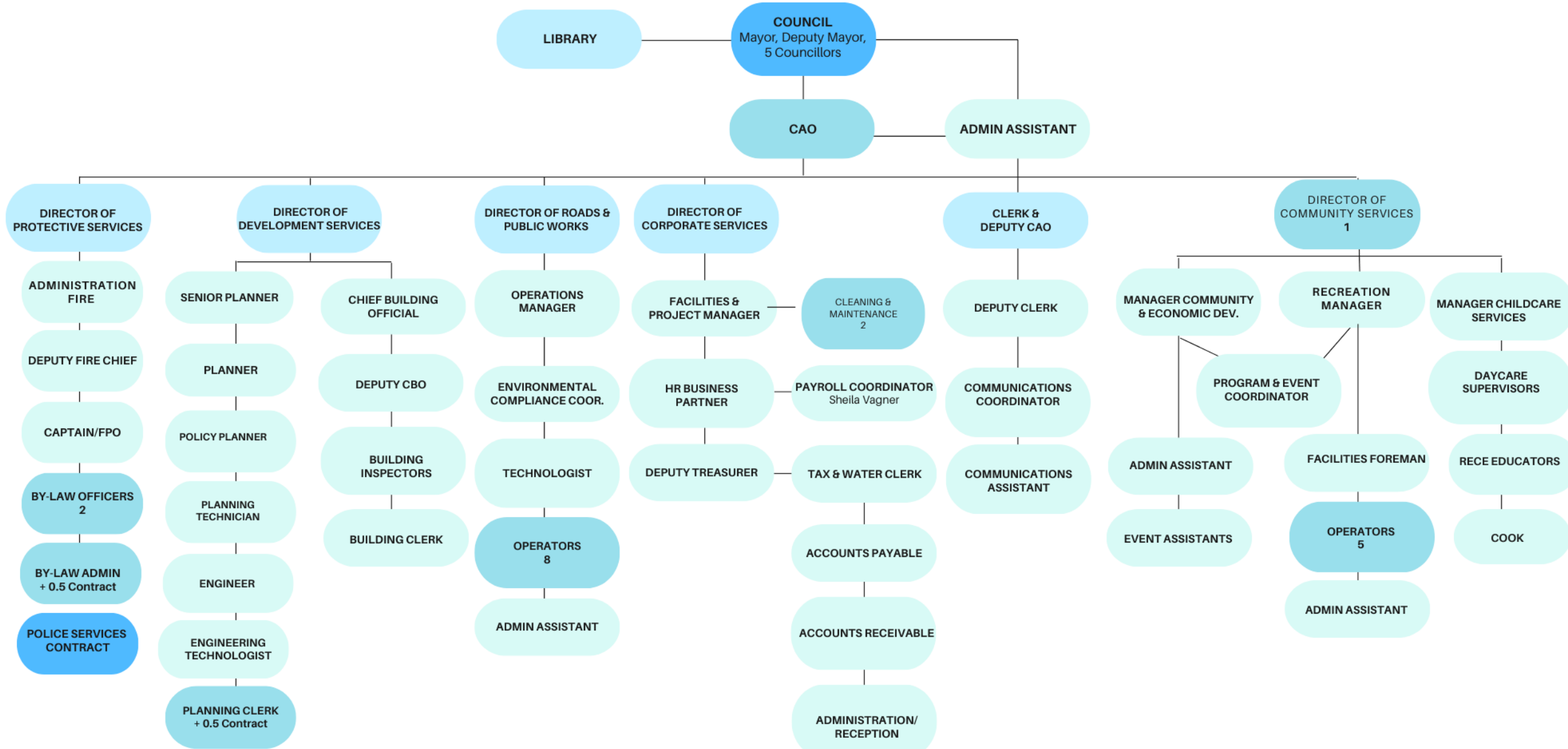
# MUNICIPALITY OF MISSISSIPPI MILLS

## Organizational Chart 2024



# MUNICIPALITY OF MISSISSIPPI MILLS

## Proposed Organizational Chart 2025





**CAPITAL - NEW PROJECTS  
ALL DEPARTMENTS  
2025 BUDGET**

NAME OF PROJECT (BUDGET ITEM)	TOTAL COST	OTHER SOURCES OF FINANCING							25 Budget
		CANADA GRANTS	PROV./COUNTY GRANTS	RESERVES	DEVELOPMENT CHARGES	BANK FINANCING	OTHER REVENUE	FUNDRAISING	
		0055	0060	0020	0030	0075	0050	0065	
<b>COUNCIL</b>									
Council Chamber upgrades	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00
<b>TOTAL COUNCIL</b>	<b>\$ 2,500.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,500.00</b>
<b>ADMINISTRATION</b>									
Renewed website platform	\$ 18,830.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,830.00
Public Engagement Communications support	\$ 5,000.00	0	0	0	0	0	0	0	\$ 5,000.00
Phase 1 - Municipal Space Needs Assessment	\$ 150,000.00	0	0	\$ 150,000.00	0	0	0	0	\$ -
Health and Safety Boards	\$ 2,500.00	0	0	0	0	0	0	0	\$ 2,500.00
update to Water & Wastewater Rate Study	\$ 7,500.00	0	0	0	0	0	0	0	\$ 7,500.00
Network Equipment Upgrades (7 sites)	\$ 56,700.00	0	0	\$ 56,700.00	0	0	0	0	\$ -
<b>TOTAL ADMINISTRATION</b>	<b>\$ 240,530.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 206,700.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 33,830.00</b>
<b>MUNICIPAL OFFICE</b>									
TOTAL MUNICIPAL OFFICE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>ALMONTE TOWN HALL</b>									
Plumbing Repairs	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Carpet for stairway from 2nd to 3rd floor	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Lift for stage	\$ 22,000.00	\$ -	\$ 22,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL ALMONTE TOWN HALL</b>	<b>\$ 62,000.00</b>	<b>\$ -</b>	<b>\$ 22,000.00</b>	<b>\$ 40,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



**CAPITAL - NEW PROJECTS  
ALL DEPARTMENTS  
2025 BUDGET**

NAME OF PROJECT (BUDGET ITEM)	TOTAL COST	OTHER SOURCES OF FINANCING							25 Budget
		CANADA GRANTS	PROV./COUNTY GRANTS	RESERVES	DEVELOPMENT CHARGES	BANK FINANCING	OTHER REVENUE	FUNDRAISING	
		0055	0060	0020	0030	0075	0050	0065	0040
<b>PROTECTION-OTHER</b>									
TOTAL PROTECTION-OTHER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>FIRE DEPARTMENT</b>									
Thermal Cameras	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00
Confined Space	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00
Training for Mandatory Certification	\$ 38,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,500.00
Garage Door Closures	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00
Fire Department Pickup Truck	\$ 90,000.00	\$ -	\$ -	\$ -	\$ -	\$ 90,000.00	\$ -	\$ -	\$ -
<b>TOTAL FIRE</b>	<b>\$ 198,500.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 90,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 108,500.00</b>
<b>BUILDING DEPARTMENT</b>									
TOTAL BUILDING DEPARTMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>ROADS &amp; PUBLIC WORKS</b>									
<b>ROADS/BRIDGES:</b>									
Pavement Management (Patching and Crack Sealing)	\$ 75,000.00	\$ -	\$ -	\$ 75,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Sidewalk Repairs	\$ 273,315.00	\$ -	\$ -	\$ 273,315.00	\$ -	\$ -	\$ -	\$ -	\$ -
Gravel - Pakenham (Annual Requirement)	\$ 138,975.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 138,975.00
Gravel - Ramsay (Annual Requirement)	\$ 350,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,500.00
Guiderail Replacement (condition based)	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
<b>HARDTOPPING PROJECTS (see attached listing)</b>									
Hard Surfaced Renewals and Microsurfacing	\$ 2,700,000.00	\$ 492,993.00	\$ 941,400.00	\$ -	\$ -	\$ 1,265,607.00	\$ -	\$ -	\$ -
<b>BRIDGES</b>									
Engineering Review/Design, Campbell, Reid and Chute Bridges - Major Ma	\$ 60,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000.00
OSIM Review	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00
<b>EQUIPMENT</b>									
New Plow Truck	\$ 435,000.00	\$ -	\$ -	\$ -	\$ -	\$ 435,000.00	\$ -	\$ -	\$ -
New Trash Pump	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
Roller for Behind Grader	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00
<b>FACILITIES</b>									
Ramsay Garage LED Retrofit	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00
Ramsay Garage Fob Access System	\$ 4,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000.00
Pavement Ramsay Public Works Yard	\$ 140,000.00	\$ -	\$ -	\$ -	\$ -	\$ 140,000.00	\$ -	\$ -	\$ -
<b>OTHER</b>									
Computurized Operations And Assett Mangment System	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00
Engineering Design/Assett Review (Various Roads)	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000.00
Stormwater Design (Condition Related)	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00
Climate Change Initiatives	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>ACTIVE TRANSPORTATION</b>									
Traffic Calming	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00
<b>TOTAL PUBLIC WORKS</b>	<b>\$ 4,446,790.00</b>	<b>\$ 492,993.00</b>	<b>\$ 951,400.00</b>	<b>\$ 398,315.00</b>	<b>\$ -</b>	<b>\$ 1,840,607.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 763,475.00</b>

**CAPITAL - NEW PROJECTS  
ALL DEPARTMENTS  
2025 BUDGET**

NAME OF PROJECT (BUDGET ITEM)	TOTAL COST	OTHER SOURCES OF FINANCING								25 Budget 0040
		CANADA GRANTS 0055	PROV./COUNTY GRANTS 0060	RESERVES 0020	DEVELOPMENT CHARGES 0030	BANK FINANCING 0075	OTHER REVENUE 0050	FUNDRAISING 0065		
<b>WASTE MANAGEMENT</b>										
Soil Reuse Site New Installations	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00
<b>TOTAL WASTE MANAGEMENT</b>	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00
<b>WATER AND SEWER</b>										
RADIO FREQUENCY METER CONVERSION PER LTFP	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000.00
OCWA-WATER TREATMENT CAPITAL PER LTFP	\$ 206,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 206,000.00
OCWA-SANITARY PUMP STATION CAPITAL PER LTFP	\$ 77,250.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77,250.00
OCWA-WASTEWATER TREATMENT PLANT CAPITAL PER LTFP	\$ 154,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 154,500.00
Condition Renewals (water)	\$ 156,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 156,000.00
Linear Network Replacements (Water)	\$ 148,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 148,000.00
EA for Wells 7&8 Mid Term up grade to demonstrated yeild/source water u	\$ 550,000.00	\$ -	\$ -	\$ -	\$ 434,363.93	\$ -	\$ -	\$ -	\$ -	\$ 115,636.07
Carss Street from Union to River (remainder from Development Down)	\$ 282,000.00	\$ -	\$ -	\$ -	\$ 75,454.35	\$ -	\$ -	\$ -	\$ -	\$ 206,545.65
Linear Replacement (Sanitary) including CIPP Lining and Infiltration	\$ 419,000.00	\$ -	\$ -	\$ 419,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Engineering Design and Approvals (Various Projects)	\$ 75,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000.00
Computurized Operations And Assett Mangment System	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00
EA for Sewage Treatment Plant*	\$ 350,000.00	\$ -	\$ -	\$ -	\$ 350,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Union Street new costs	\$ 1,500,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000.00	\$ -	\$ -	\$ -	\$ -
Dunn to 3rd River Crossing - Design*	\$ 250,000.00	\$ -	\$ -	\$ -	\$ 250,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Storm Draining Master Plan	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000.00
CR 29 Watermain Construction	\$ 1,951,831.00	\$ -	\$ -	\$ -	\$ 975,915.50	\$ 975,915.50	\$ -	\$ -	\$ -	\$ -
<i>*subject to revision of the DC Background Study</i>										
<b>TOTAL WATER &amp; SEWER</b>	\$ 6,224,581.00	\$ -	\$ -	\$ 419,000.00	\$ 2,085,733.79	\$ 2,475,915.50	\$ -	\$ -	\$ -	\$ 1,243,931.71

**CAPITAL - NEW PROJECTS  
ALL DEPARTMENTS  
2025 BUDGET**

NAME OF PROJECT (BUDGET ITEM)	TOTAL COST	OTHER SOURCES OF FINANCING							25 Budget
		CANADA GRANTS	PROV./COUNTY GRANTS	RESERVES	DEVELOPMENT CHARGES	BANK FINANCING	OTHER REVENUE	FUNDRAISING	
		0055	0060	0020	0030	0075	0050	0065	
<b>SEPTAGE</b>									
TOTAL SEPTAGE	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>CHILDCARE</b>									
LED Lighting Retrofit	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Roof Drain repairs	\$ 7,500.00	\$ -	\$ -	\$ 7,500.00	\$ -	\$ -	\$ -	\$ -	\$ -
Outdoor Play Space Enhancements	\$ 46,000.00	\$ -	\$ -	\$ 46,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CHILDCARE	\$ 78,500.00			\$ 78,500.00	\$ -	\$ -	\$ -	\$ -	\$ -
<b>PARKS &amp; RECREATION</b>									
Garbage can replacement	\$ 8,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000.00
Table replacement	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
Basketball court lining-Gemmill Park	\$ 8,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000.00
Electrical Panel Replacement-Gemmill Park	\$ 8,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000.00
Almonte Lawn Bowling Club work	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
Trailer for Recreation equipment replacement	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
Ice resurfacer overhaul (Pakenham)	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
JLCC Upper Hall Air Handling Unit Replacements	\$ 80,000.00	\$ -	\$ -	\$ 80,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Gemmill Park Track work/stone replacement	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00
Outdoor Volleyball equipment-Gemmill Park	\$ 8,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000.00
Exterior Door & Frame Replacement	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00
JLCC Arena Condenser Replacement	\$ 110,000.00	\$ -	\$ -	\$ 110,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
SCC Compressors	\$ 58,000.00	\$ -	\$ -	\$ -	\$ -	\$ 58,000.00	\$ -	\$ -	\$ -
JLCC Concrete and Asphalt Repairs	\$ 70,000.00	\$ -	\$ -	\$ -	\$ -	\$ 70,000.00	\$ -	\$ -	\$ -
JLCC Emergency Exit Canopy	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
Clayton Taylor Park Signage	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
Augusta St. Park Splash Pad	\$ 215,000.00	\$ -	\$ -	\$ 83,410.00	\$ 121,800.00	\$ -	\$ -	\$ -	\$ 9,790.00
TOTAL P & R	\$ 670,000.00	\$ -	\$ -	\$ 273,410.00	\$ 121,800.00	\$ 128,000.00	\$ -	\$ 9,790.00	\$ 137,000.00
<b>LIBRARY</b>									
Display Shelving	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Technology Upgrades	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL LIBRARY	\$ 9,000.00			\$ 9,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
<b>DEVELOPMENT SERVICES &amp; ENGINEERING</b>									
COMMUNITY DESIGN PLAN FOR EXPANSION LANDS	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00
HERITAGE REGISTER	\$ 75,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000.00
Parkland Design	\$ 131,188.20	\$ -	\$ -	\$ 131,188.20	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL PLANNING	\$ 306,188.20			\$ 131,188.20	\$ -	\$ -	\$ -	\$ -	\$ 175,000.00

**CAPITAL - NEW PROJECTS  
ALL DEPARTMENTS  
2025 BUDGET**

NAME OF PROJECT (BUDGET ITEM)	TOTAL COST	OTHER SOURCES OF FINANCING							25 Budget
		CANADA GRANTS	PROV./COUNTY GRANTS	RESERVES	DEVELOPMENT CHARGES	BANK FINANCING	OTHER REVENUE	FUNDRAISING	
		0055	0060	0020	0030	0075	0050	0065	0040
<b>COMM. ECONOMIC DEVELOPMENT</b>									
<b>BEAUTIFICATION</b>									
Gateway Improvements/Renewals (Roundabout and Signs)	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000.00
Murals	\$ 4,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000.00
<b>SUBTOTAL</b>	<b>\$ 39,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 39,000.00</b>
<b>MARKETING THE MILLS</b>									
Community Event Equipment	\$ 18,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,000.00
Benches OVRT	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00
Gemmill Park Stage Cover	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00
AOTH to OVRT ramp design (engineer/architect)	\$ 7,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,000.00
Abattoire Phase 2	\$ 20,000.00	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
Economic Development Plan Action	\$ 80,000.00	\$ -	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000.00
Ramp for Stage - Gemmill Park	\$ 20,000.00	\$ -	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accessible Viewing Platform Gemmill Park (for events)	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
Potential BIA Matching Grant	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00
Engineering for anchors for Gemmill Park Stage Cover	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00
Service Club Entrance Signage (refurbishment)	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00
<b>SUBTOTAL</b>	<b>\$ 208,000.00</b>	<b>\$ -</b>	<b>\$ 70,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 138,000.00</b>
<b>TOTAL COMM. ECONOMIC DEVELOPMENT</b>	<b>\$ 247,000.00</b>	<b>\$ -</b>	<b>\$ 70,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 177,000.00</b>
<b>AGRICULTURE</b>									
Updating Schedule of Assessments - Robinson Drain	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00
<b>TOTAL Agriculture</b>	<b>\$ 20,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000.00</b>
<b>TOTAL</b>	<b>\$ 12,530,589.20</b>	<b>\$ 492,993.00</b>	<b>\$ 1,043,400.00</b>	<b>\$ 1,556,113.20</b>	<b>\$ 2,207,533.79</b>	<b>\$ 4,534,522.50</b>	<b>\$ -</b>	<b>\$ 9,790.00</b>	<b>\$ 2,686,236.71</b>

# 2025 BUDGET



GROWTH  
INFRASTRUCTURE &  
ASSET  
MANAGEMENT



# **2025 Development Services & Engineering Draft Budget Highlights**

# 2025 Draft Budget Highlights – Development Services & Engineering



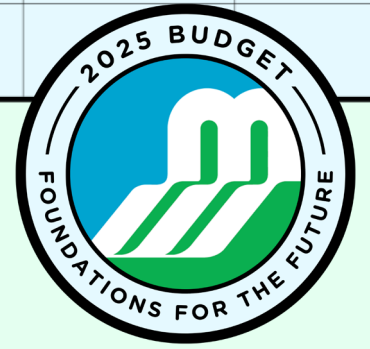
## Operating

- Maintain current staffing levels apart from the creation of a Planning Clerk position (0.5 FTE)
  - Reflects the Department of Protective Services' request for full time By-law Clerk
  - Provides option for future staffing

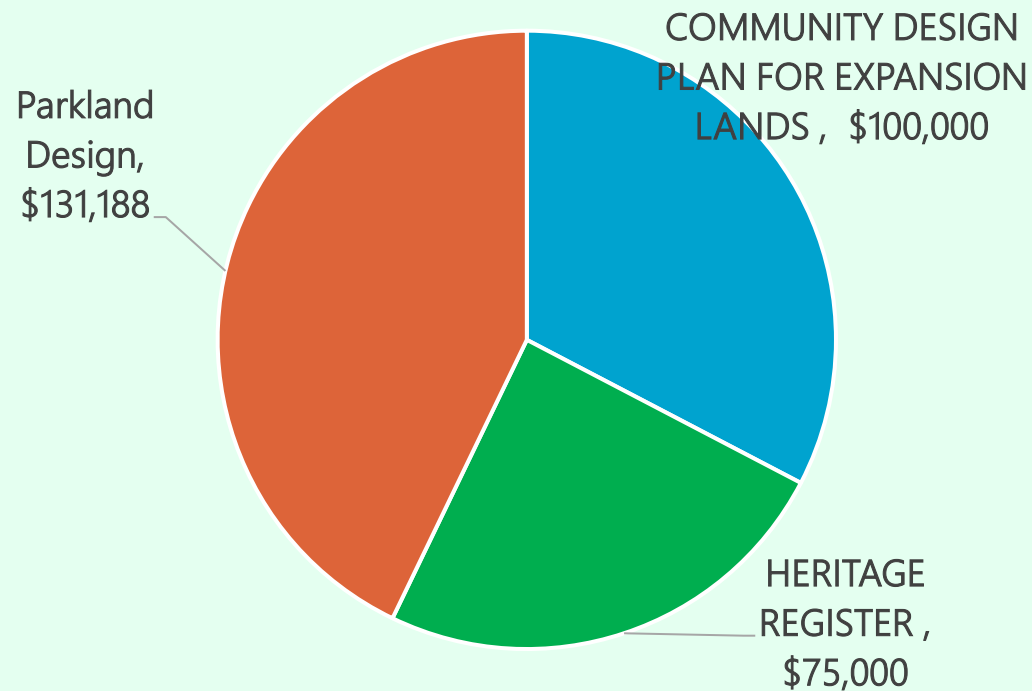
## Capital

- Heritage Register to evaluate properties on register to consider designation (consultant fees)
- Cash-in-lieu of parkland dedicated to design fees for parkland design
- *Community Design Plan for remaining expansion lands (subject to Mayor's motion)*

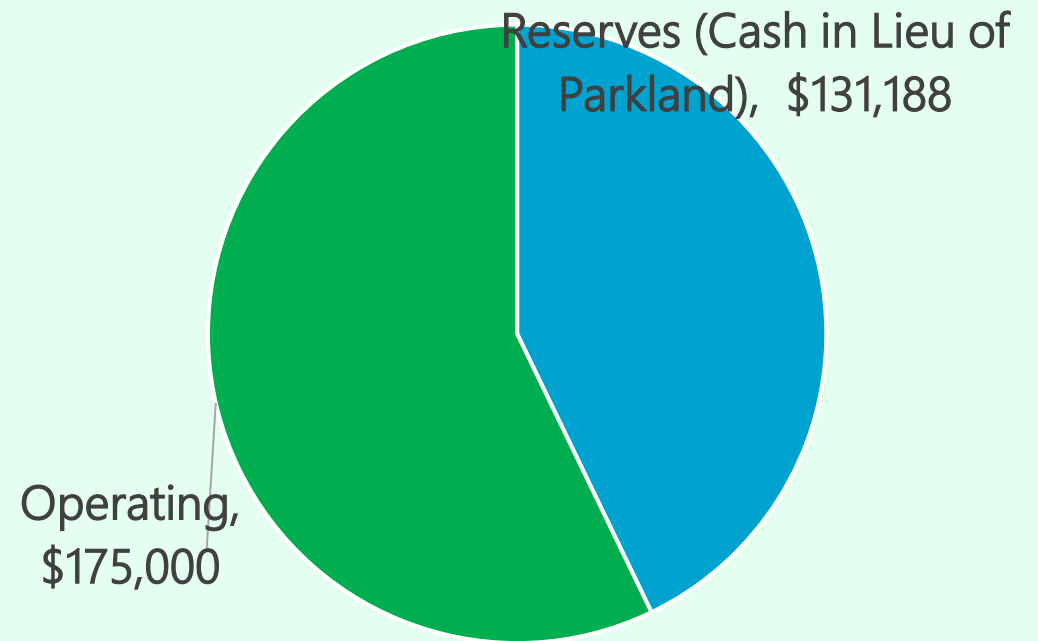
# Draft Capital Budget – Development Services & Engineering



Planned Spending \$306,188



Funding Sources





# 2025 Draft Budget Highlights – Building Department



## Operating

- Maintain current staffing levels
- Use of funds from reserve account (deferred revenue) to support operations

## Capital

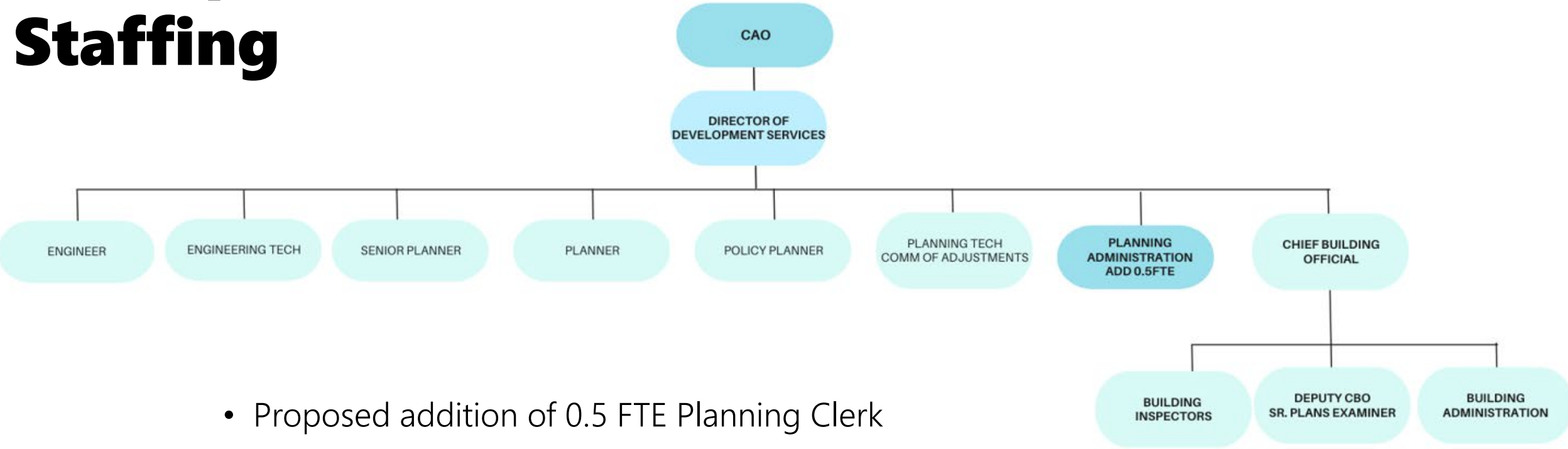
- No capital budget requests

# Operating Budget

	2025	2024
<b>Building Department Revenues</b>	\$ (635,932)	\$ (644,023)
Building Department Transfer from Reserves	\$ (232,421)	\$ (155,299)
Building Department Expenses	\$ 868,353	\$ 799,322
<b><i>Building Department - Total</i></b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Engineering Revenues</b>	\$ (150,000)	\$ (150,000)
Development Services - Salaries	\$ 302,630	\$ 286,728
Development Services - Professional Fees	\$ 92,711	\$ 90,450
Development Services - Other	\$ 11,315	\$ 11,037
Development Services - Capital	\$ 175,000	\$ -
<b><i>Development Services - Total</i></b>	<b>\$ 431,656</b>	<b>\$ 238,214</b>
<b>Planning Fees</b>	\$ (211,920)	\$ (200,000)
Planning - Salaries	\$ 610,011	\$ 536,363
Planning - Professional Fees	\$ 53,813	\$ 52,500
Planning - Other	\$ 45,851	\$ 37,433
Planning - Capital		\$ 65,000
<b><i>Planning - Total</i></b>	<b>\$ 497,754</b>	<b>\$ 491,296</b>



# Organizational Chart / Staffing



- Proposed addition of 0.5 FTE Planning Clerk
- *Provides additional option for backfilling temporary vacancy*
- *Reflects the request for Department of Protective Services' request for full time FTE By-law Clerk*





# 2025 Public Works Draft Budget Highlights

# 2025 Draft Budget Highlights - Transportation

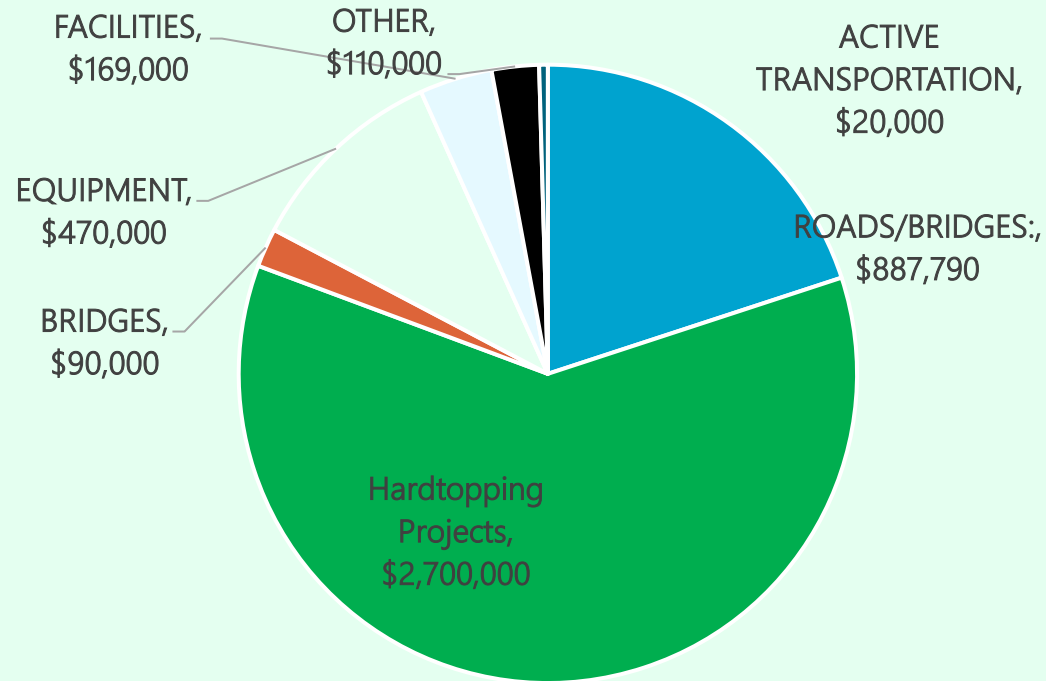


- Communications up related to increase in reliance on technology for operations
- Reduction in Bridge/Culvert Materials Budget reflects improvements from Capital Investments
- Overall operations increases reflect incorporation of beautification projects
- Asphalt Roadways urban range from \$879.00/m to \$1,450/m
- Surface Treated Roads \$185/m
- Sidewalks Removal and Reinstatement Range from \$380/m to \$675/m
- Investments in Equipment and Technology (Sidewalk Plow to accommodate Growth)

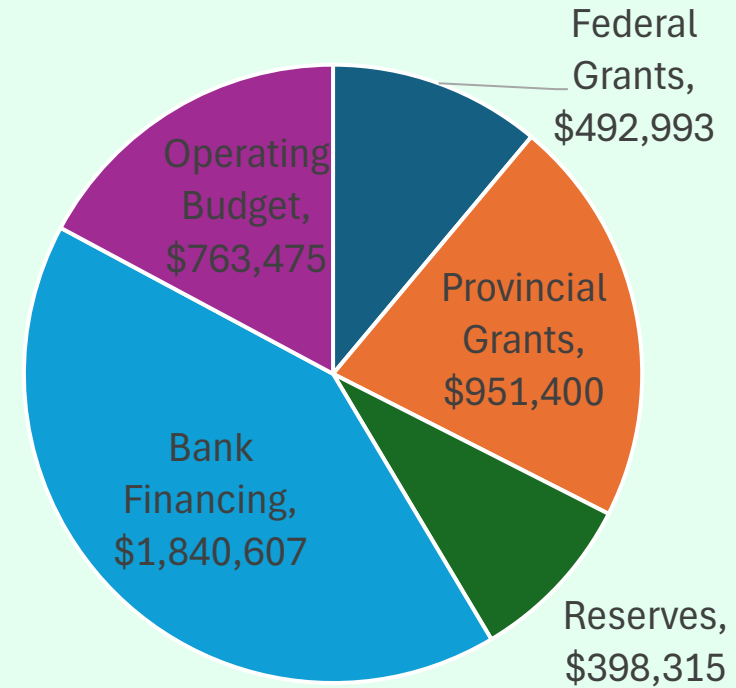
# Draft Capital Budget - Transportation



## Planned Spending \$4,446,790



## Funding Sources

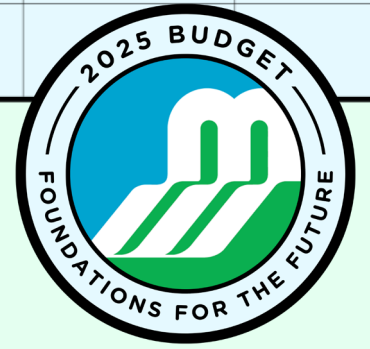


# Draft Operating Budget - Transportation

Budget	2025	2024
Administration	\$ 2,723,794	\$ 2,438,193
Facilities	\$ 145,287	\$ 137,077
Street Lighting	\$ 84,502	\$ 84,486
Bridges & Culverts	\$ 84,374	\$ 90,306
Beautification	\$ 171,285	\$ 110,491
Roadside Maintenance	\$ 551,312	\$ 466,712
Paved Road Maintenance	\$ 182,236	\$ 174,532
Unpaved Road Maintenance	\$ 245,642	\$ 237,547
Winter Control	\$ 862,214	\$ 874,692
Safety/Property	\$ 183,829	\$ 153,035
Vehicles	\$ 905,725	\$ 801,013
	<b>\$ 6,140,199</b>	<b>\$ 5,568,085</b>



# 2025 Draft Budget Highlights – Water and Wastewater



- Increased training budget to facilitate development of a Waterworks Farm Team
- Increased use of technology to streamline efficiencies
- Significant increase to CCTV program related to current market, however, the data is important for infiltration program and asset management program.
- Condition Replacements and Linear replacements including CIPP Lining program will bring a strong focus on Infiltration management to reduce flows to both the treatment plant and pump stations to improve capacity needs.

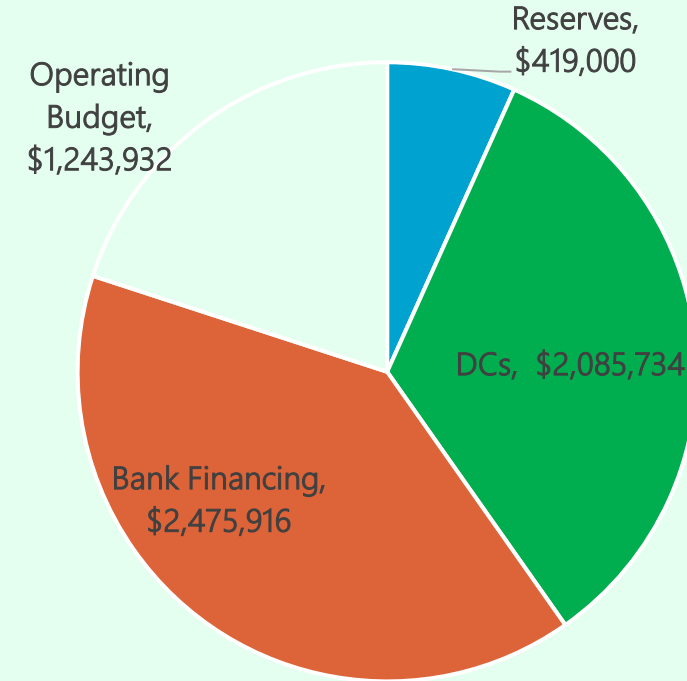
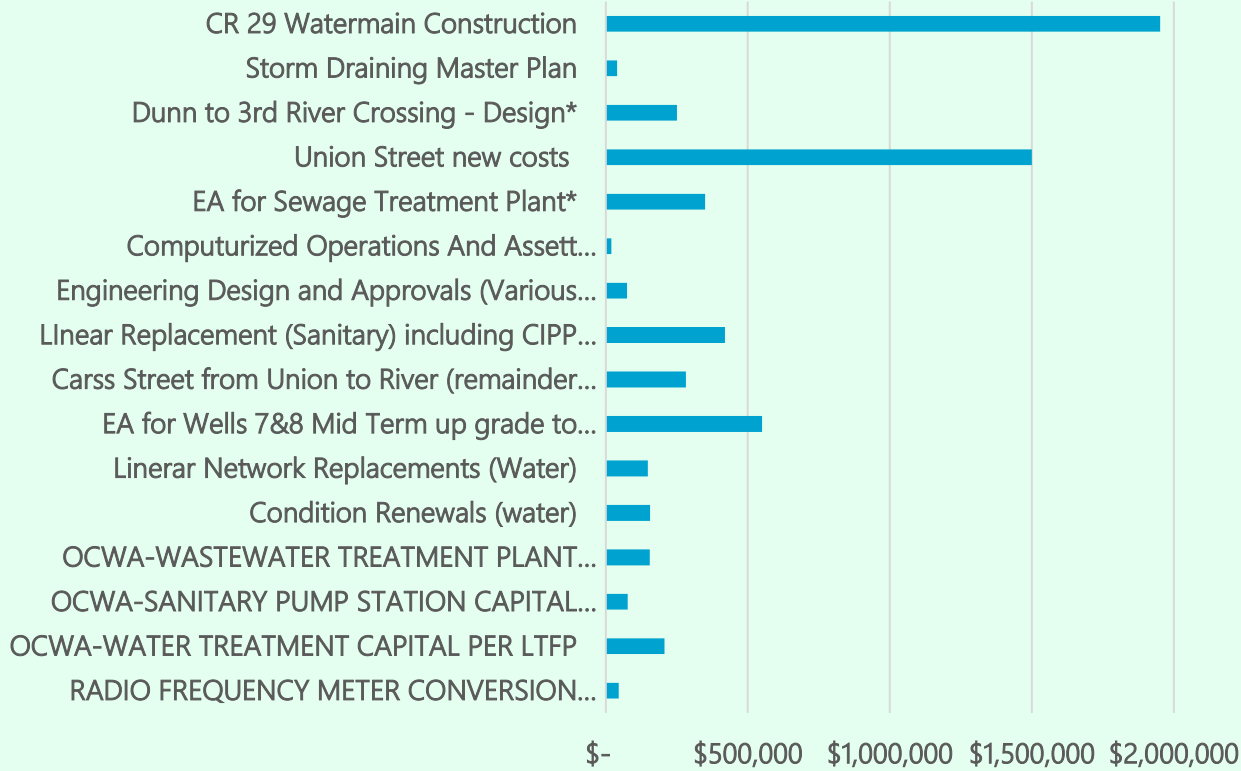


# Draft Capital Budget – Water & Wastewater



Planned Spending \$6,224,581

Funding Sources

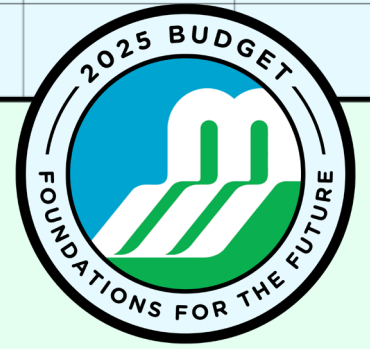


# Draft Operating Budget – Water & Wastewater

	2025	2024
<b>Revenue</b>	<b>\$ (5,465,960)</b>	<b>\$ (5,242,974)</b>
General Expenses	\$ 2,768,761	\$ 2,988,360
Vehicles & Equipment	\$ 37,876	\$ 34,977
Sanitary Collection	\$ 76,823	\$ 74,257
Water Distribution	\$ 13,461	\$ 13,133
Maintenance	\$ 228,471	\$ 220,861
Valve Inspection & Maintenance	\$ 29,043	\$ 27,722
Meters	\$ 72,745	\$ 72,992
Pump Houses	\$ 2,211,609	\$ 1,792,640
Ontario One Call	\$ 27,172	\$ 18,033
<b>Total Expenses</b>	<b>\$ 5,465,960</b>	<b>\$ 5,242,974</b>



# 2025 Draft Budget Highlights – Waste Management



- Landfill Costs increased by 11% due to increased cost for services
- Request to reduce monitoring program requirements made for Howie Road and Pakenham
- Soils reuse new to our program.
- \$25,000.00 allocated for creation and improvements to Soil Reuse Site. MECP legislation requires municipalities do create soil reuse sites for materials from Construction that can be repurposed on other projects. Currently Howie Road and Wolf Grove Road are approved.

# Draft Capital Budget – Waste Management



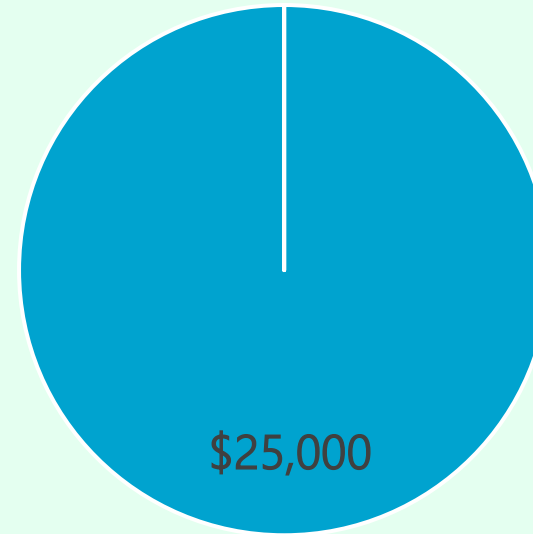
Planned Spending \$25,000

Soil Reuse Site New Installations



Funding Sources

2025 Operating Budget



# Draft Operating Budget – Waste Management

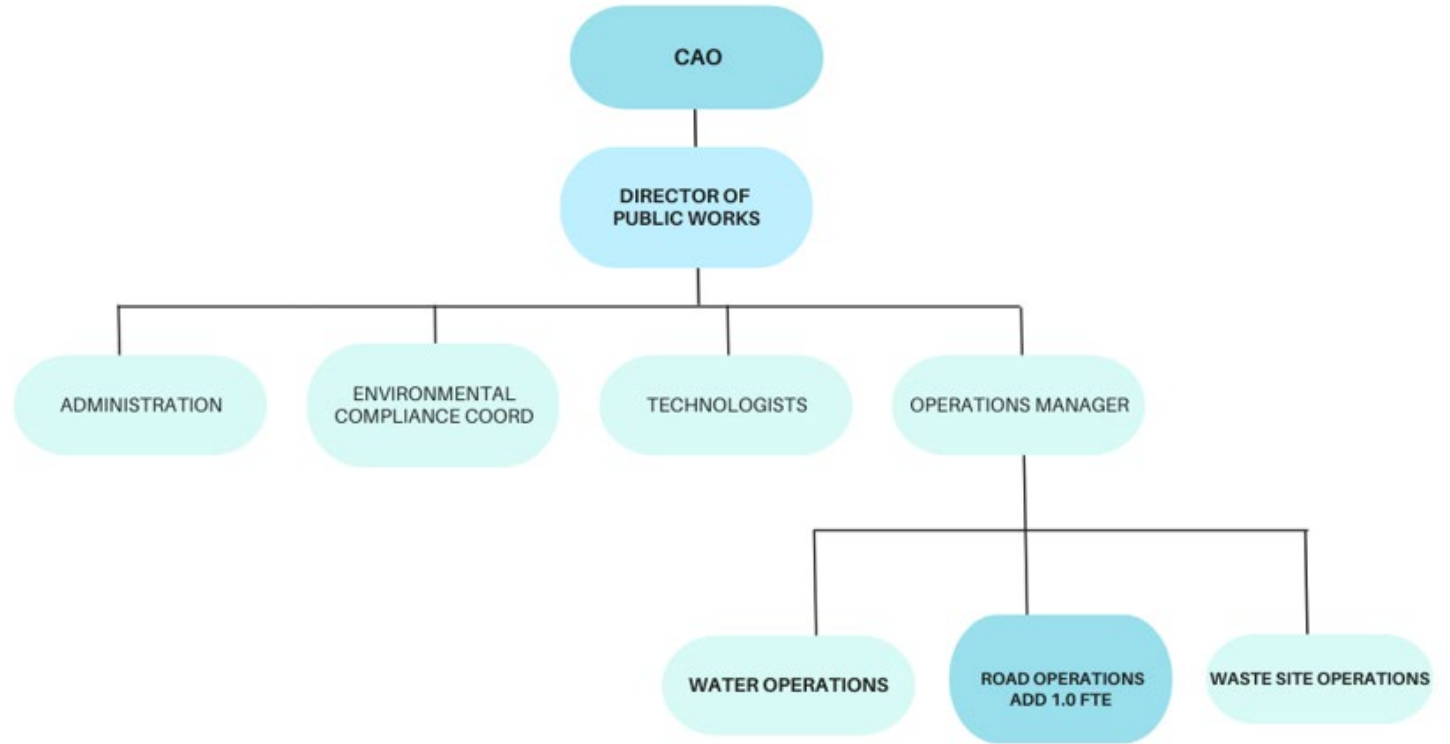
	2025	2024
<b>Revenue</b>	<b>\$ (1,799,699)</b>	<b>\$ (1,716,504)</b>
Administration	\$ 45,522	\$ 43,798
Waste Collection	\$ 1,232,039	\$ 1,199,869
Landfill Site	\$ 490,188	\$ 441,807
Waste Recycle Depot	\$ 15,027	\$ 14,550
Waste Diversion	\$ 16,922	\$ 16,480
<b>Total Expenditures</b>	<b>\$ 1,799,699</b>	<b>\$ 1,716,504</b>



# Organizational Chart / Staffing

- Insufficient Staffing to accommodate workload vs time off demands
- \$98,000.00 in Overtime savings and Unspent Labour available to cover costs of additional staff member
- Growth and legislated maintenance requirements support need for additional staff member

Operations staff off 3,980 as of August 31, 2024. No backup coverage



# Other Notes and Considerations

- Staffing migrating to additional efficient use of technology
- Development of a water and sewer Farm team will create inhouse solutions to staffing needs
- Staffing has limited backup coverage Equivelent of 1.8 FTE missing due to planned and unplanned leave as of August 31, 2024
- Staff shortage and increased damand for maintenance standards as well as growth have limited effectiveness of service delivery



# 2025 BUDGET







# Draft Protective Services Budget Highlights

# 2025 Draft Budget Highlights – Fire Department



## Operating:

- Bunker Gear for \$36,000 (moved from capital to operating as expense is annual and re-occurring purchase of 7 sets)
- Increased Contract Repairs & Maintenance budget by \$5,000 for SCBA testing
- Increase of 15% to insurance

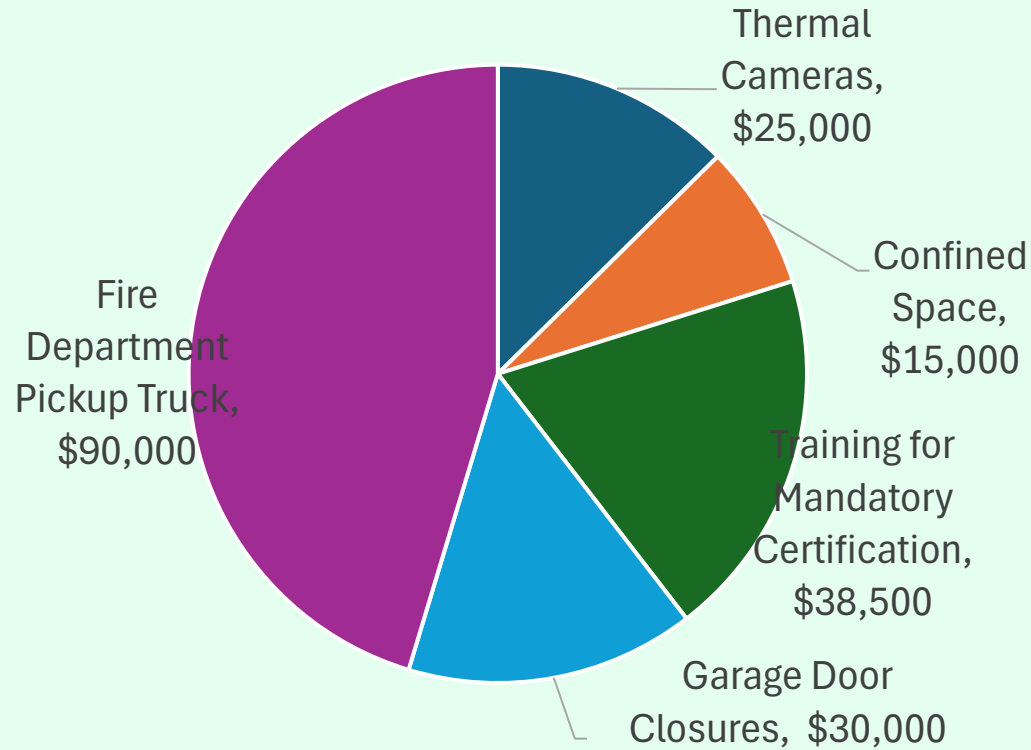
## Capital:

- Thermal Cameras \$25,000: Add to frontline apparatus
- Confined Space Equip & Training \$15,000: Required training for service delivery
- Training for Mandatory Certification \$38,500: To meet mandatory certification requirements
- Door Closures \$30,000: Replace Station 1 Bay Door Closures
- Fire Dept Pick-Up \$90,000: Replacement of Fire SUV

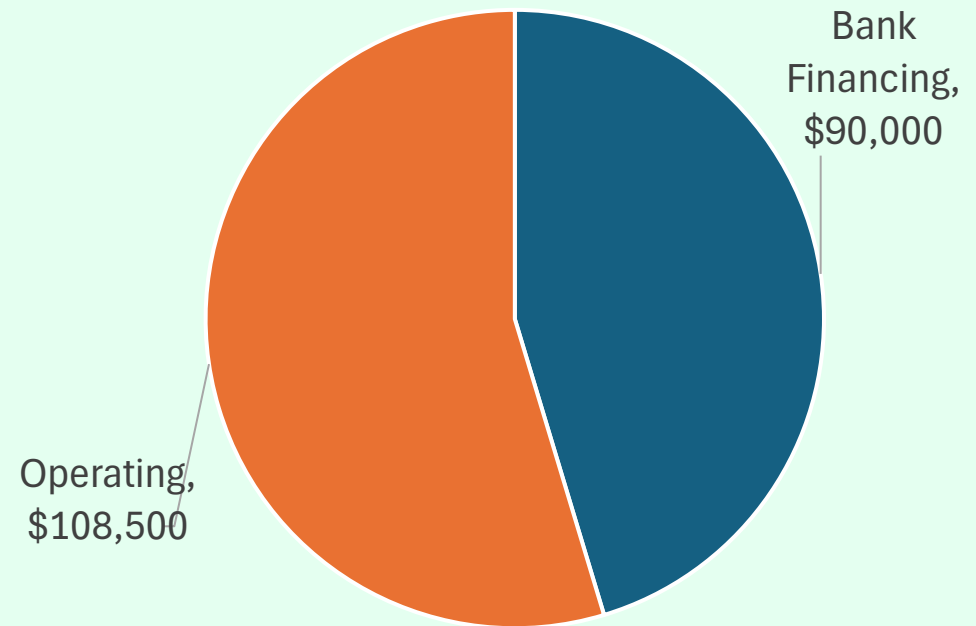
# Draft Capital Budget – Fire Department



## Planned Spending \$198,500



## Funding Sources



# 2025 Draft Budget Highlights – Police



- OPP contract budget of \$1,940,874
- No capital budget
- This cost is broken down per property that the OPP serve (6,846 properties in Mississippi Mills in 2024, at \$## per property)
- Lanark County Police Service Board \$34,341

# 2025 Draft Budget Highlights – By-Law



- MLES By-law Enforcement & Animal Control contract \$93,370
- Animal Shelter contract \$1,966, plus fees (\$35 per day/dog)
- 0.5 FTE By-law Admin
- No capital

# Draft Operating Budget 2025

	2025	2024
Fire	\$ 1,472,502	\$ 1,344,705
Police	\$ 1,986,677	\$ 1,904,741
Protective Services	\$ 383,381	\$ 271,820
<b>TOTAL</b>	<b>\$3,842,559</b>	<b>\$3,521,266</b>



# Draft Staffing Budget – Protective Services

Year	Parking Tickets
2020	394
2021	290
2022	282
2023	123
2024 (YTD)	340

Year	Complaints
2020	671
2021	658
2022	548
2023	474
2024 (YTD)	336

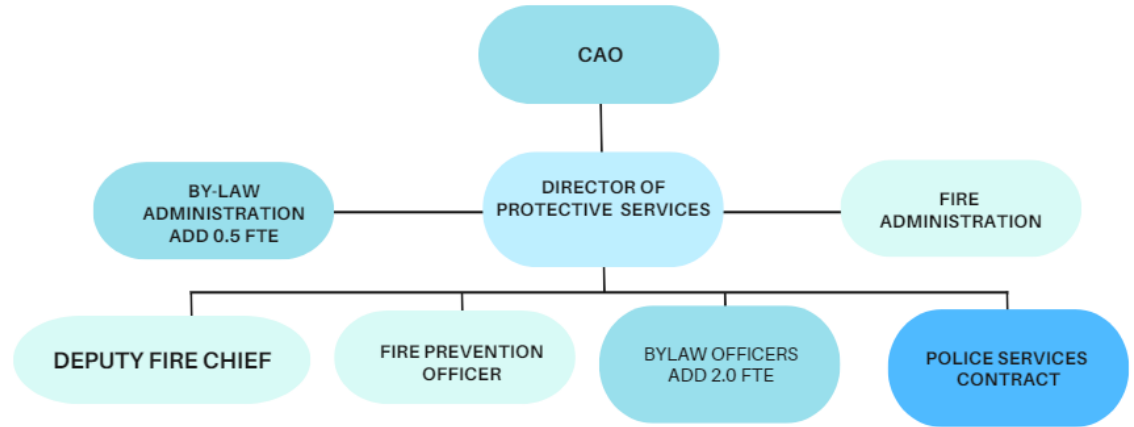
2 FTE By-Law Officers:

- Response Time
- Increased Coverage
- Direction & Control
- Consistency & Collaboration
- Community Engagement & Visibility



# Organizational Chart / Staffing

Position	Cost
By-Law Officer	\$85,000
By-Law Officer	\$85,000
By-Law Admin Clerk (Temporary Contract)	\$30,500 (additional 0.5 FTE)





# Other Notes and Considerations

The department is also seeking to advance operations such as:

- the participation in the Administrative Monetary Penalty System (AMPS),
- the installation of traffic cameras to create a safer community, and
- expanding the Regional Training Centre to increase course offerings for certifications to Mississippi Mills Volunteer Fire Fighters (VFF) and to VFF's in neighbouring towns and municipalities.



# 2025 BUDGET



WELCOMING & INCLUSIVE,  
ACTIVE HEALTHY  
COMMUNITY



# **2025 Recreation Draft Budget Highlights**

# 2025 Draft Budget Highlights – Recreation Department



- Addition of 2025 Summer Camp programming. \$30,000 with offsetting revenue.
- Staff training/recertification \$6,000
- Booking system upgrades \$5,000

(16) Capital projects for consideration.

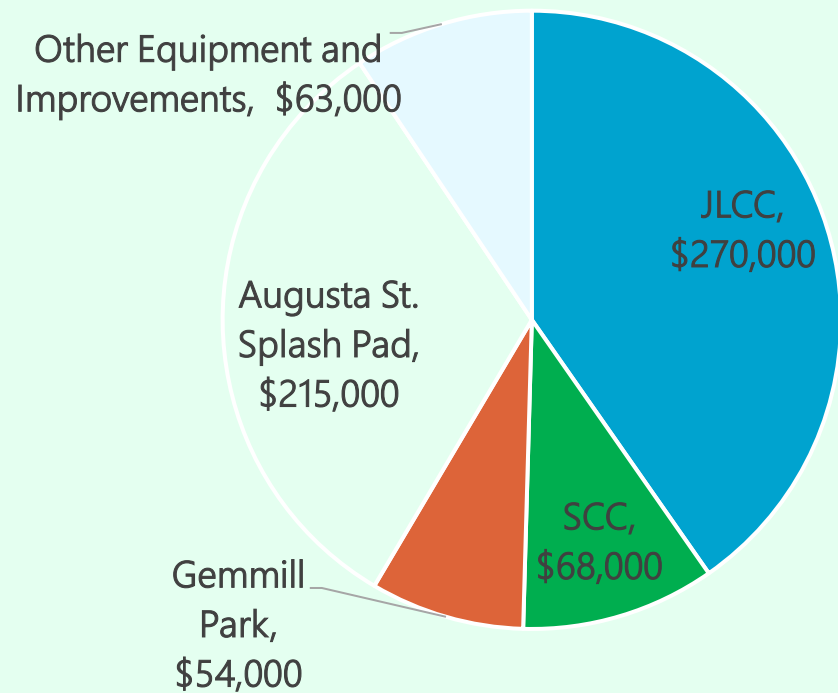
Projects include:

- Gemmill Park track/stone replacement. \$30,000
- JLCC Condenser \$110,000
- SCC Compressor replacement \$58,000
- Outdoor Volleyball equipment (Gemmill Park) \$8,000
- Exterior door and frame replacement \$15,000
- JLCC Concrete and Asphalt repairs \$70,000
- JLCC Emergency Exit Canopy \$10,000
- Garbage can replacement \$8,000
- Table replacement \$10,000
- Basketball court lining- Gemmill Park \$8,000
- Electrical panel replacement-Gemmill Park \$8,000
- Almonte Lawn Bowling Work- \$10,000
- Trailer for Recreation equipment replacement- \$10,000
- Ice resurfacer overhaul (Pakenham) - \$10,000
- JLCC Upper Hall Air handling unit replacement - \$80,000
- Clayton Taylor Park signage -\$10,000

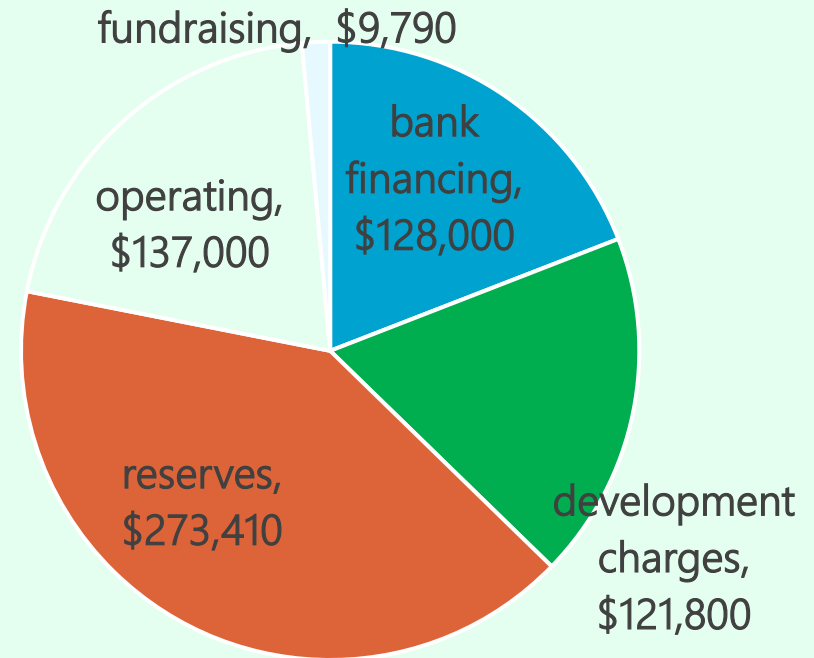
# Draft Capital Budget – Recreation Department



## Planned Spending \$670,000



## Funding Sources



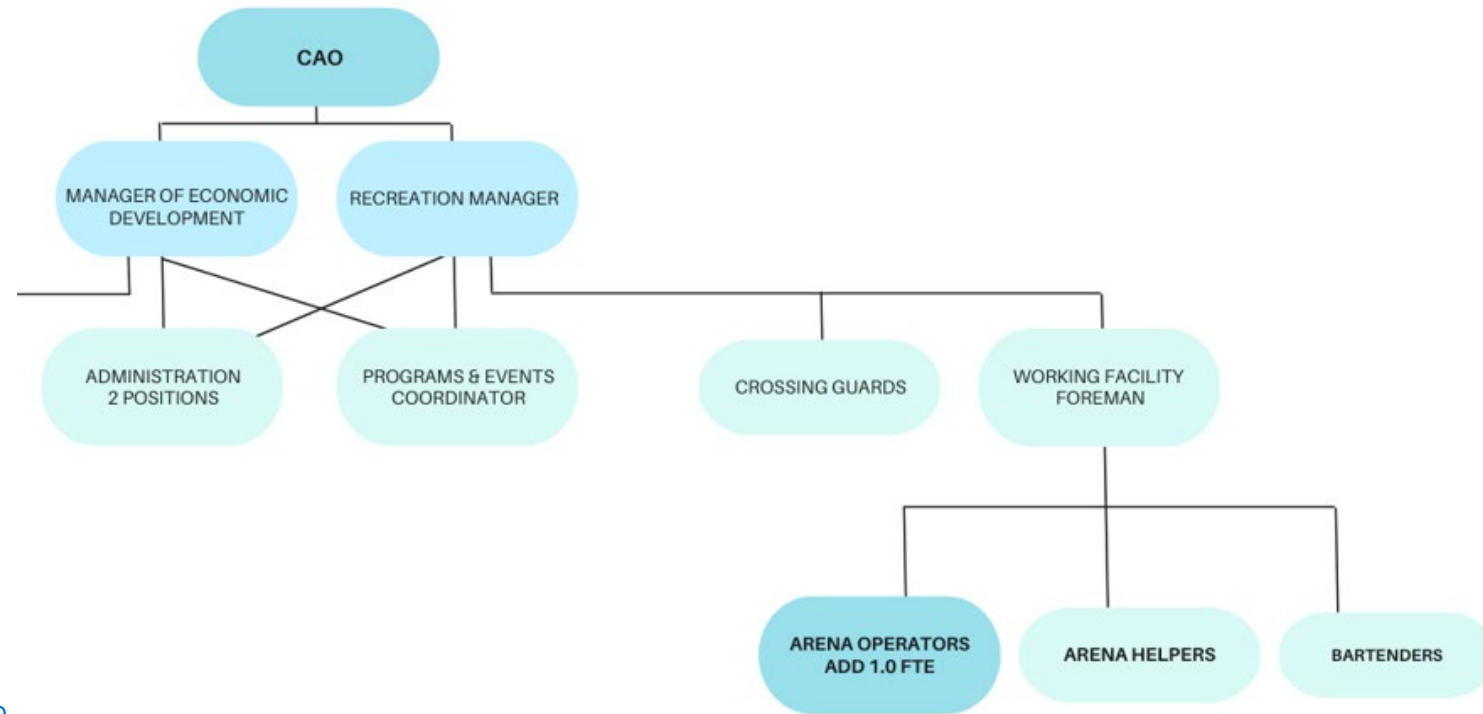
# Draft Staffing Budget – Recreation

- Since 2017 the Recreation Department has been operating with a staff shortage after the retirement of the Facility Foreman in Almonte.
- Pakenham operations in (Fall/winter) run with no staff during weekdays until 3:00 p.m and must rely on part-time staffing to operate our facilities on weekends when our facilities are open from 7 a.m - 10 p.m (15 hour days).
- Part-Time staff shortages. (Lack of part-time to operate- Facility Foreman is called in to perform OT)
- No maintenance performed during the weekdays.
- Increase in booking requests - Bookings having to be declined.
- The Recreation department is looking to increase its programming by offering more daytime senior programming, March Break programming, potential Pickleball programming in Pakenham on the arena slab during the off season which could generate upwards of \$15,000-\$20,000 in additional programming/booking revenue.
- During the spring/summer season this position can rotate between both Almonte/Pakenham to help with ongoing park maintenance/special event preparation, new parkland development coming onboard in the near future



# Organizational Chart / Staffing

- The addition of an arena operator (primary location – Pakenham) will provide the Recreation department with the ability to increase bookings which will result in an increase in revenue for the department while eliminating O/T or having to decline bookings. It will also allow the department to perform the necessary facility maintenance required on a daily basis which has been lacking for the past seven (7) years.





# **2025 Childcare Draft Budget Highlights**



# 2025 Draft Budget Highlights – Childcare



## Operations

- Administration part- time position from the budget on hold
- New childcare funding approach for delivery of childcare moves to Cost - based for children 0-5 years in 2025.
- New funding will provide supports for operating costs for Mississippi Mills Childcare Services and should increase current funding we receive.

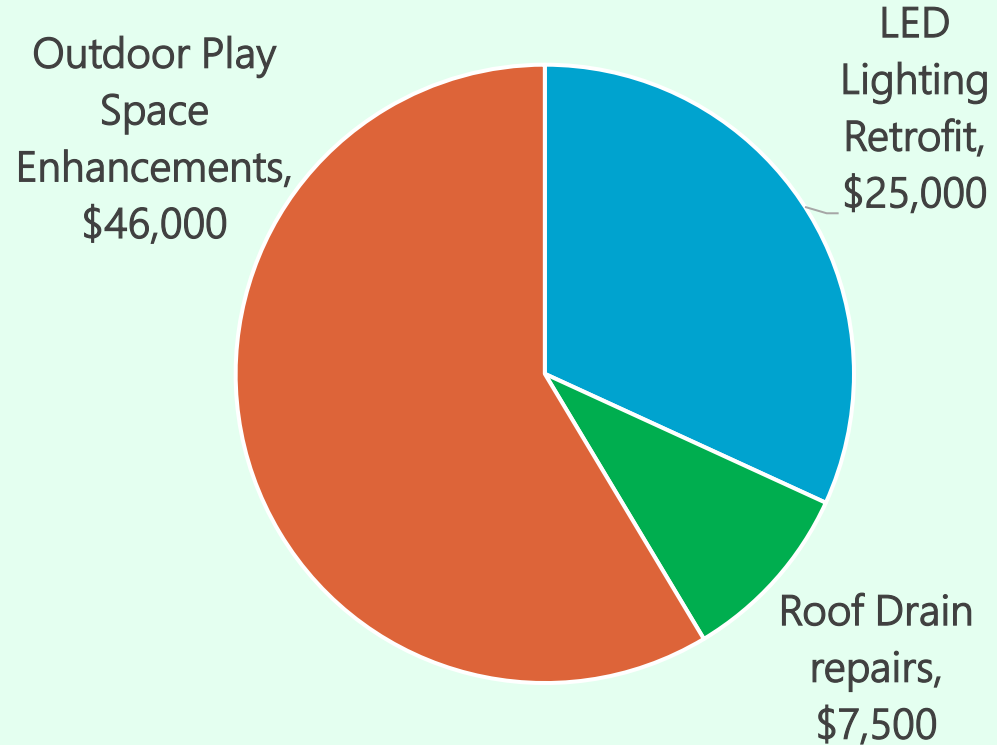
## Capital

- LED lights provide a more cost effective alternative to current lighting at 208 State.
- Health and safety consideration for new drainage system.
- Designing outdoor space that allow for increased physical challenges that also strengthens functioning in cognitive areas.

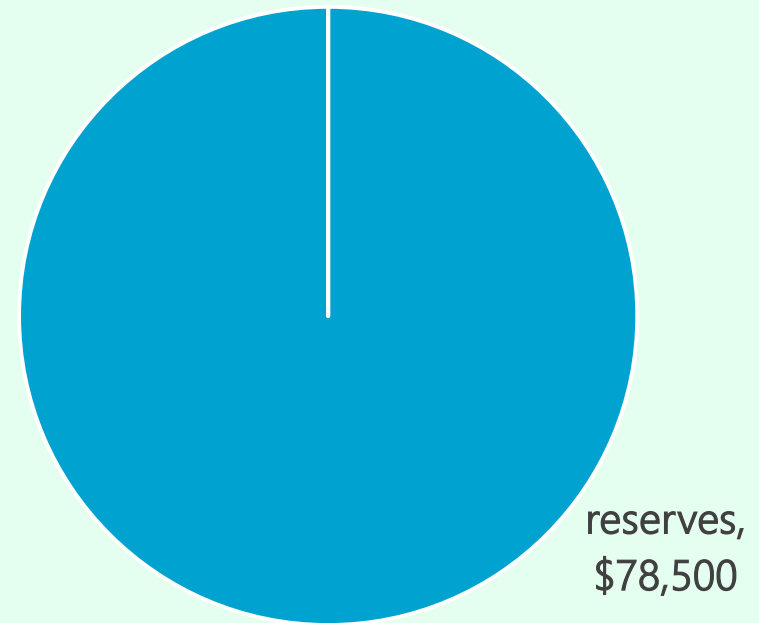
# Draft Capital Budget – Childcare



## Planned Spending \$78,500



## Funding Sources



# Draft Operating Budget – Childcare

	<i>2025 budget</i>	<i>2024 budget</i>
Revenues	\$ 3,145,756	\$ 3,052,831
Municipal Grant	\$ 414,706	\$ 258,228
<b>Total Revenues</b>	<b>\$ 3,560,462</b>	<b>\$ 3,311,059</b>
Salaries & Benefits	\$ 3,212,609	\$ 2,975,681
Materials & Supplies	\$ 224,503	\$ 218,466
Services & Rents	\$ 123,350	\$ 116,912
<b>Total Expenses</b>	<b>\$ 3,560,462</b>	<b>\$ 3,311,059</b>

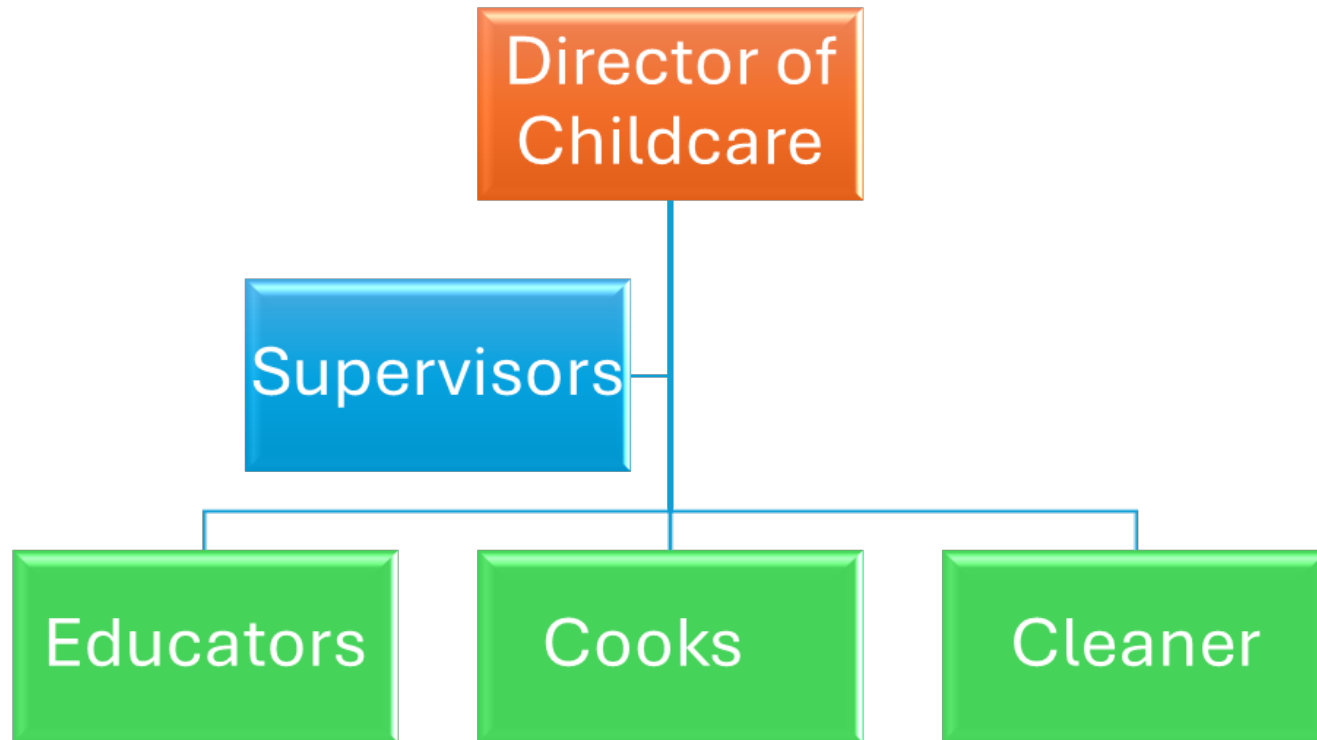


# Draft Staffing Budget – Childcare

- Staff are hired to ensure we meet ratios in each program.
- 1:3 infants, 1:5 toddlers, 1:8 preschool, 1: 13 KGT and 1:15 School age.
- Hiring additional staff will allow us to register more children in our before and after programs and preschool
- 1/3 of the proposed Director of Community Services position has been included in the draft staffing budget



# Organizational Chart / Staffing



# Other Notes and Considerations

New cost – base funding approach to support the transition of \$10 per day average fees by the end of 2025-26.

Mississippi Mills Childcare Services families under the CWELLC system would see childcare base fees capped at \$22 per day in Infant/Toddler and Preschool programs effective Jan 1, 2025.

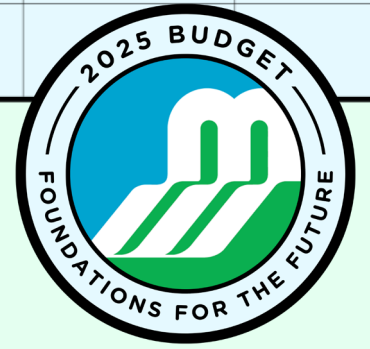
The focus on expansion of childcare facilities continues .





# 2025 Library Draft Budget Highlights

# 2024 Draft Budget Highlights



## Operating

- Revenues
  - Including deferred revenue of \$3,711 to offset new staff hours (3 per week) for the Pakenham Makerspace
  - Increase donations to \$9,000
- Expenses
  - Moved Tech Support from Almonte Salaries (4 hours per week) to Computer Services Expenses (Administration)
  - Computer Services includes Intergrated Library System (5% increase), internet, cybersecurity and tech support
  - Increased costs for audit, insurance, and cleaning

## Capital

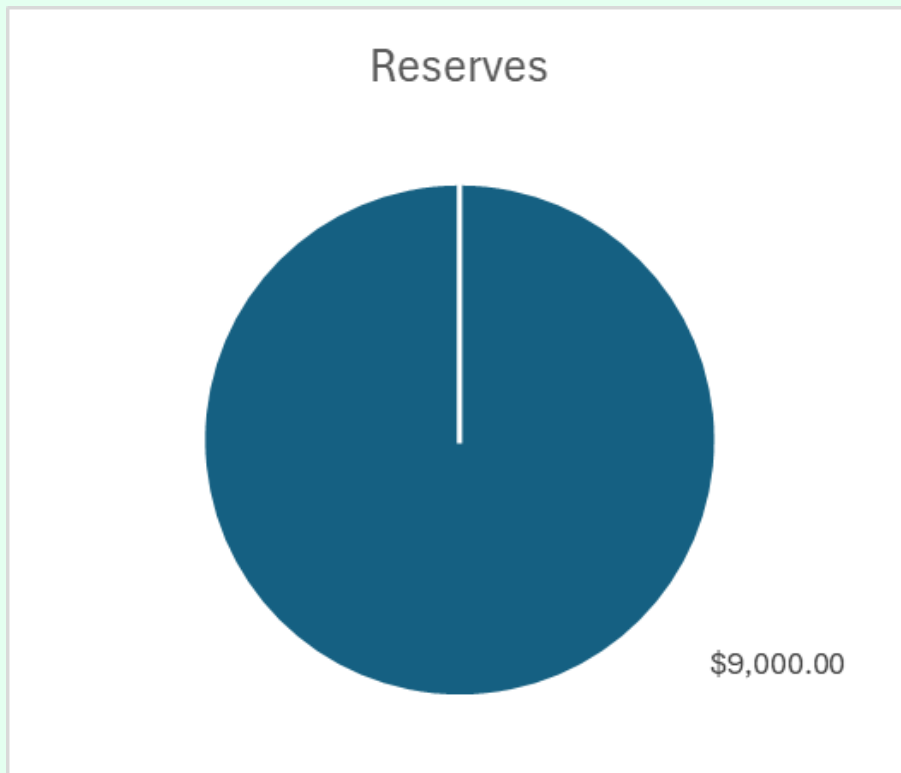
- No change from 2024



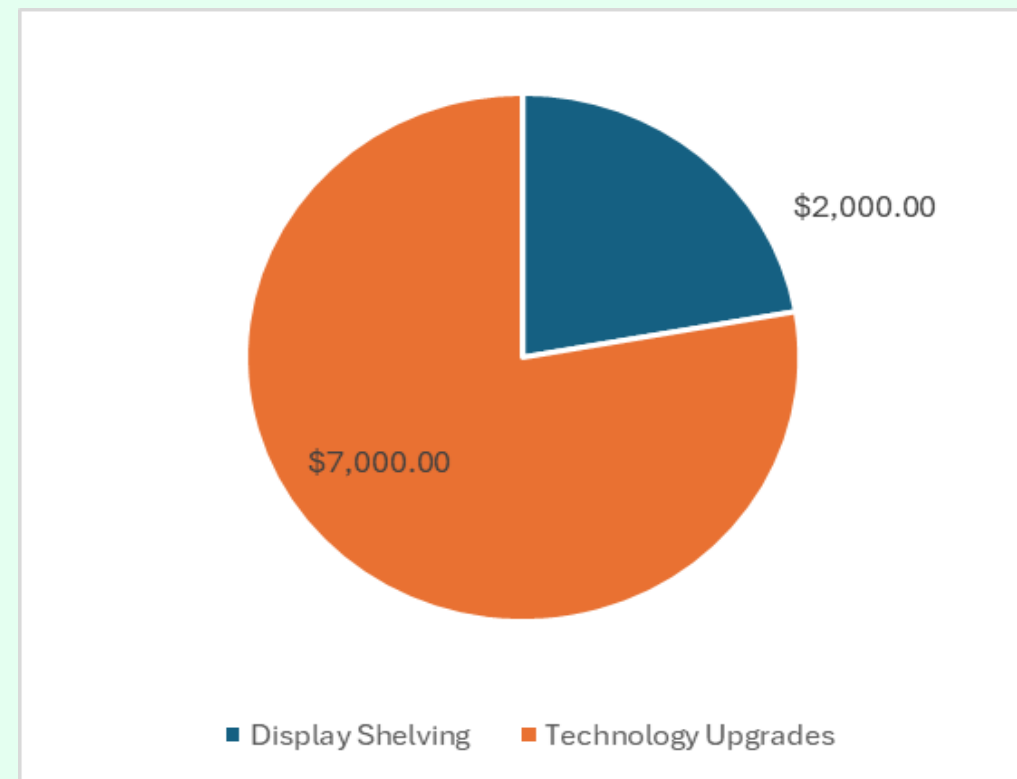
# Draft Capital Budget



## Funding Sources



## Planned Spending



# Draft Operating Budget

	2025	2024
Revenues	\$87,615	\$80,578
Municipal Grant	\$742,665	\$677,723
<b>Total Revenues</b>	<b>\$830,280</b>	<b>\$758,301</b>
Salaries & Benefits	\$601,059	\$555,628
Administration	\$64,373	\$48,791
Materials	\$77,827	\$73,994
Building	\$87,021	\$79,889
<b>Total Expenses</b>	<b>\$830,280</b>	<b>\$758,301</b>

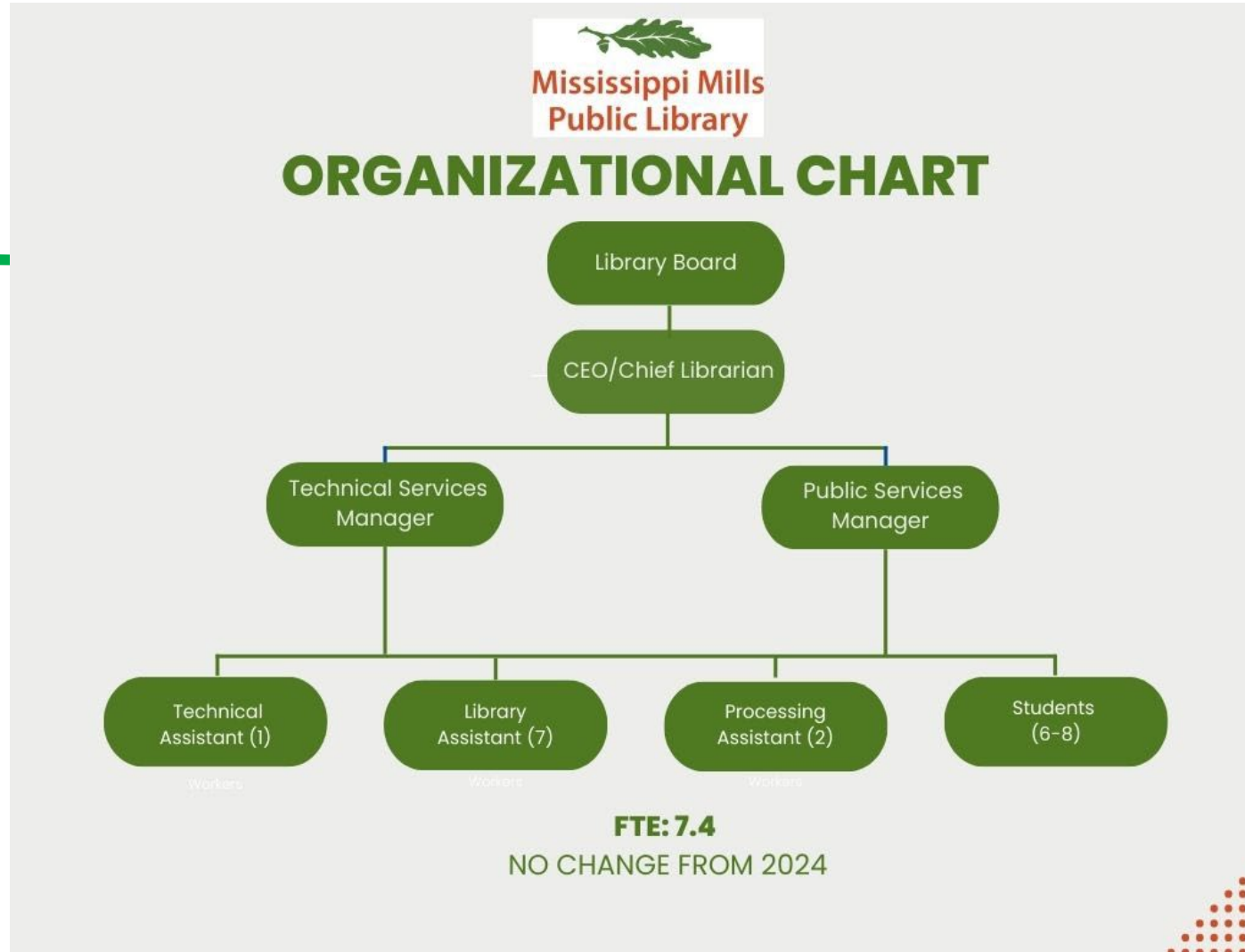


# Draft Staffing Budget – Library

- Total 2025 Salaries is \$467,564 (Almonte \$394,852 + Pakenham \$72,712) - 6% increase from 2024 (\$441,577). Increase includes COL (2024 extra 1% and 2025 at 3%), step increases and additional 3 hours staff time for the Pakenham Makerspace (adding deferred revenue to offset cost). Moved Tech Support (4 hours) from Salaries to Computer Services (Administration).
- Increased Summer Student budget to cover the wages for a Summer Programming Leader at both branches . We still need to find funding for two Summer Assistants through grants or donations (not in budget).
- Employer costs based on new rates
- FTE is 7.4 - no change from 2024



# Organizational Chart / Staffing



# Other Notes and Considerations

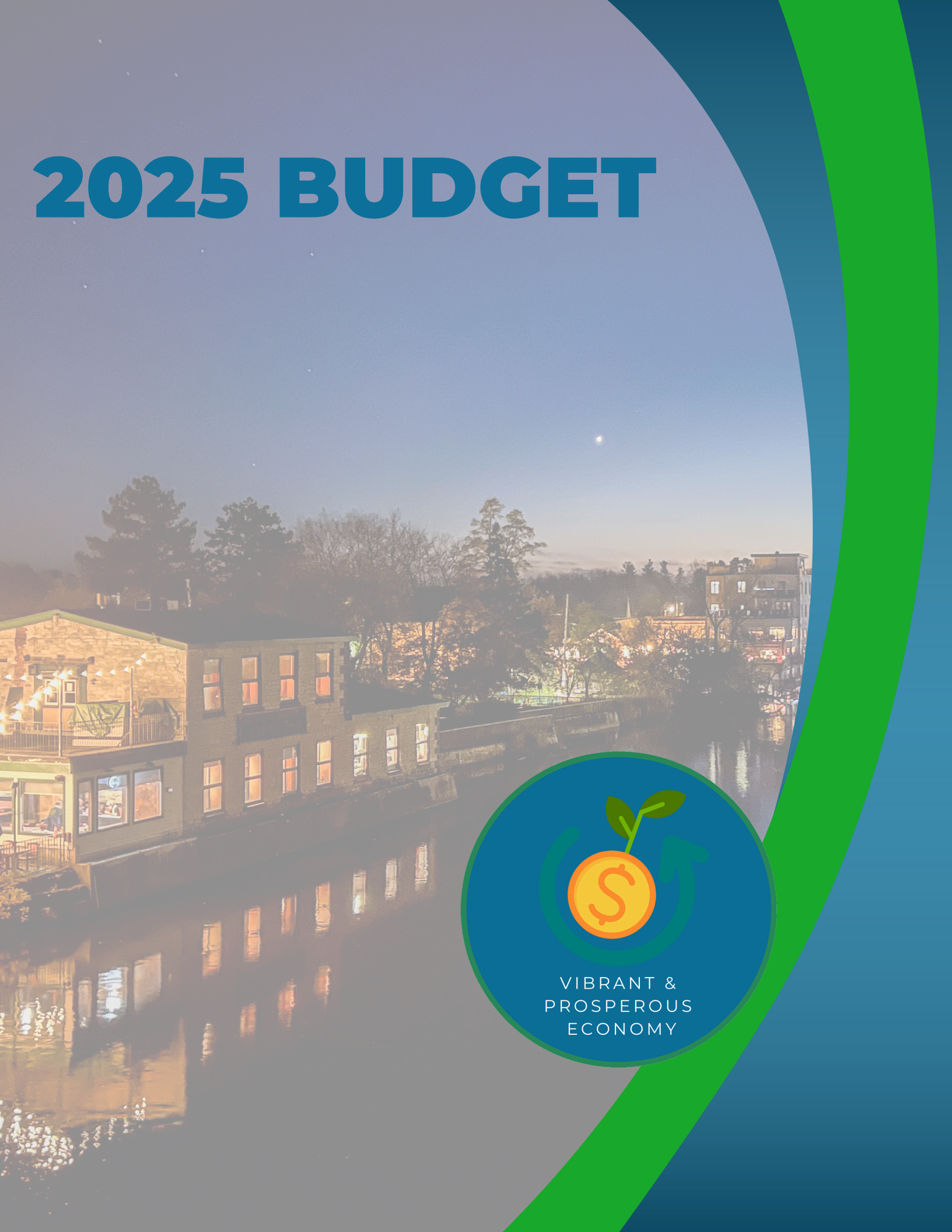
Thank you to some of our generous supporters

- **Friends of the Library** - \$4,500 general donation, \$3,000 digital collections, \$1,500 new book club sets, \$10,000 fund two Summer Programming Leaders -**\$19,000 total**
- **Elizabeth Kelly Foundation** \$10,000 for the Lanark Libraries STEM Program , \$4,600 for Saturday MMPL 3D Printing workshops, and \$6,366 for Summer Literacy Tutoring-**\$20,966 total**
- **Lanark County** - **\$10,000** for the Lanark Libraries STEM Program
- **Learning Again in Almonte** - **\$3,000** to support programming efforts
- **Film Society** - **\$1,500** for summer programming supplies
- **The Hub** – partnership to run Google Drive Training and Online Security Information sessions

These donations allow the Library to offer innovative services, beyond what our budget could support.



# 2025 BUDGET

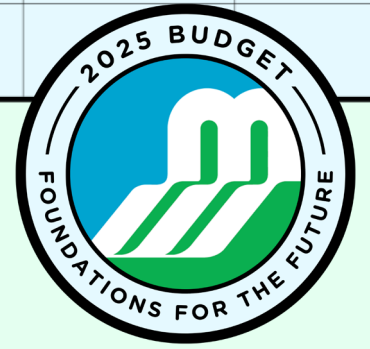


VIBRANT &  
PROSPEROUS  
ECONOMY



# **2025 Economic Development Draft Budget Highlights**

# 2025 Draft Budget Highlights – Culture and Economic Development



Community Event Equipment	\$18,000.00
Benches OVRT	\$6,000.00
Gemmill Park Stage Cover	\$6,000.00
Abattoire Phase 2	\$20,000.00
Economic Development Plan Action	\$80,000.00
Ramp for Stage - Gemmill Park	\$20,000.00
Accesible Viewing Platform Gemmill Park (for events)	\$10,000.00
Potential BIA Matching Grant	\$20,000.00
Engineering for anchors for Gemmill Park Stage Cover	\$15,000.00
Service Club Entrance Signage (refurbishment)	\$6,000.00
AOTH to OVRT ramp design (engineer/architect)	\$7,000.00



# 2025 Draft Budget Highlights – Culture and Economic Development



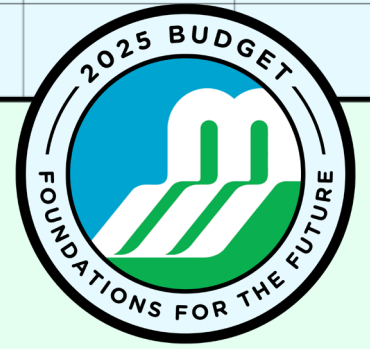
- Community Event Equipment
  - \$4,000 52 sleigh bottom chairs for grass
  - \$4000 Folding Tables
  - \$1000
  - \$9000 Pop-up Tents
- OVRT Benches
  - 2 Benches (location TBD)

# 2025 Draft Budget Highlights – Culture and Economic Development



- Gemmill Park (Amphitheater Upgrades)
  - \$6,000 Stage cover cleaning and refurbishment
  - \$15,000 Engineering for permanent cable anchors (w. Public Works)
  - \$20,000 Ramp for stage
  - Accessible Viewing platform Gemmill Park (for events)
    - \$5000 refurbishment (2025)
    - \$5000 new design/plan

# 2025 Draft Budget Highlights – Culture and Economic Development



## Accessible Viewing Platform Gemmill Park

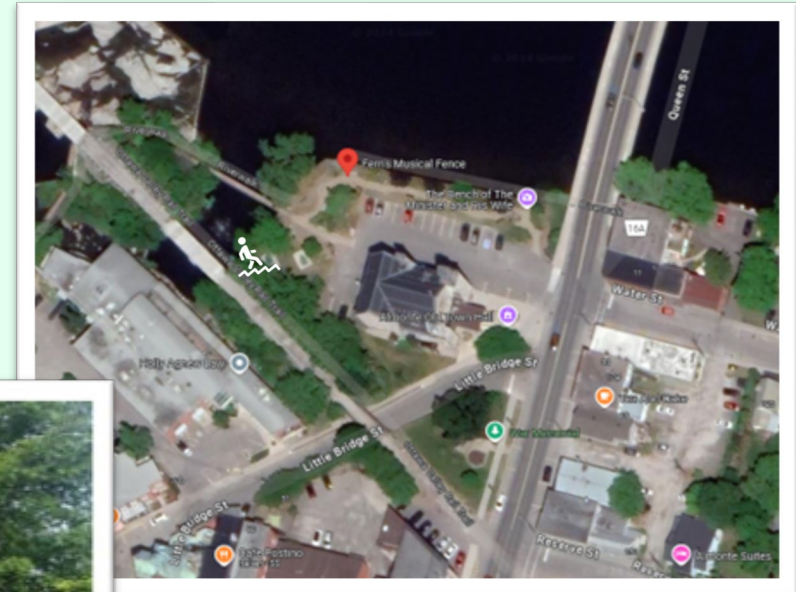
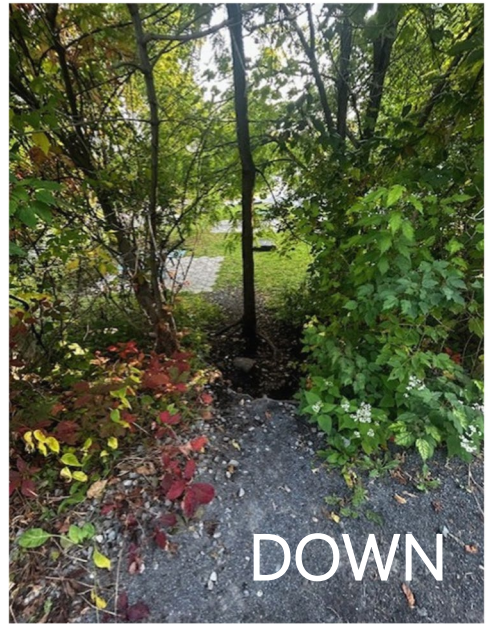
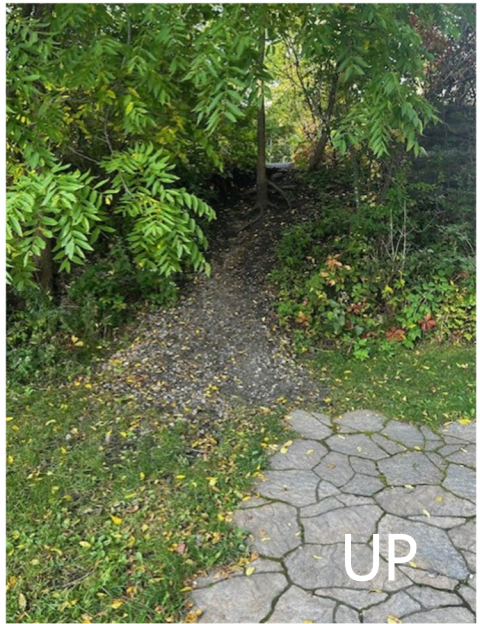
- \$5000 refurbishment (2025)
- \$5000 new design/plan



# 2025 Draft Budget Highlights – Culture and Economic Development



\$7000 AOTH to OVRT ramp/stairs design (engineer/architect)

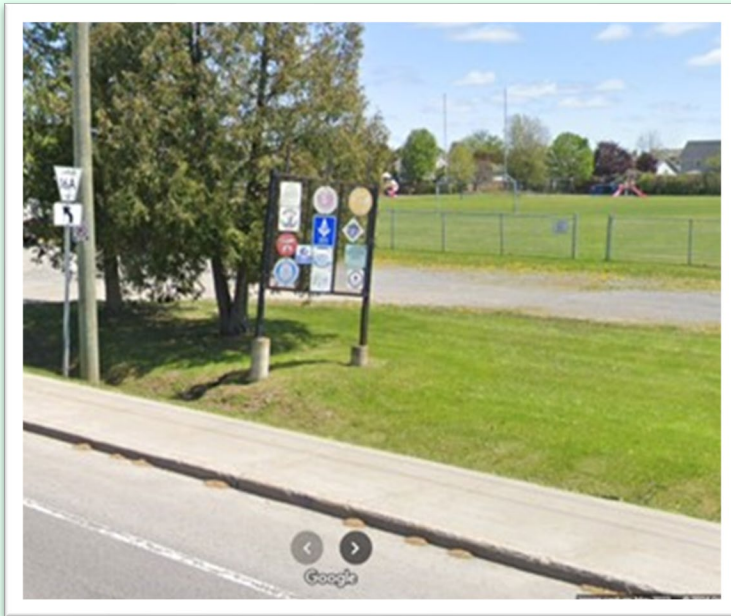


*Access to AOTH Gardens & Picnic area, start of Riverwalk, Pebble Mosaic, Ministers Bench and variety of other commemorative landmarks.*

# 2025 Draft Budget Highlights – Culture and Economic Development



\$6,000 Service Club Entrance Signage



# 2025 Draft Budget Highlights – Culture and Economic Development

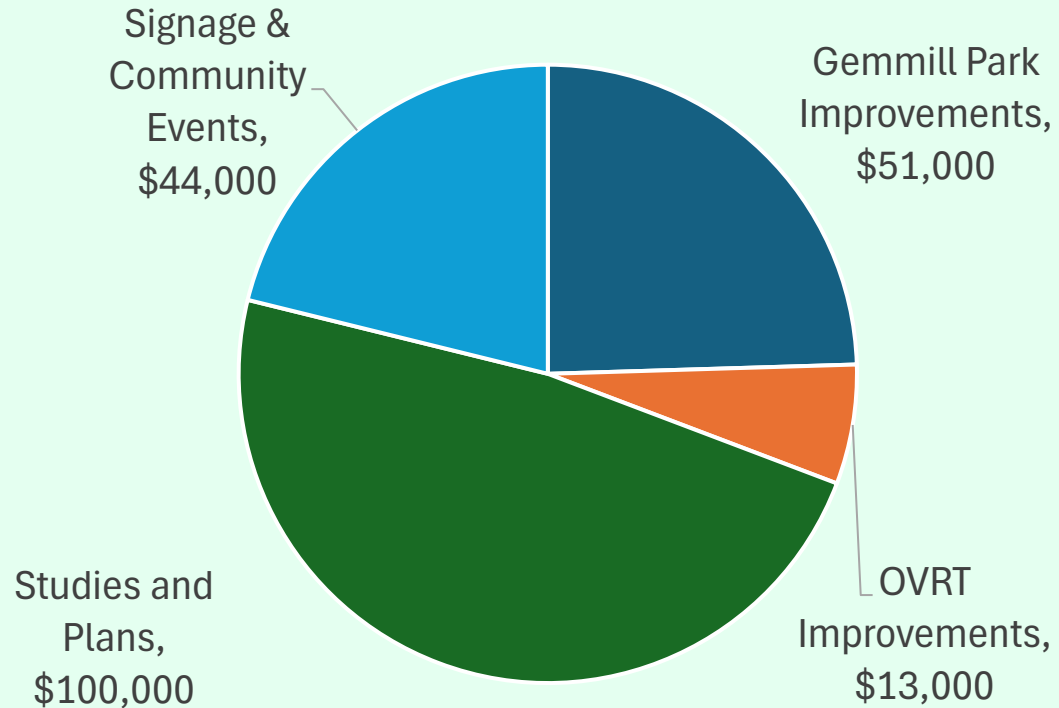


- Economic Development 2025 Initiatives
  - \$80,000 Action out of Ec Dev Plan
    - Matching funds for grants
  - \$20,000 BIA Matching Grant
  - \$20,000 Abattoir Project Phase 2
    - Business Case, Plans

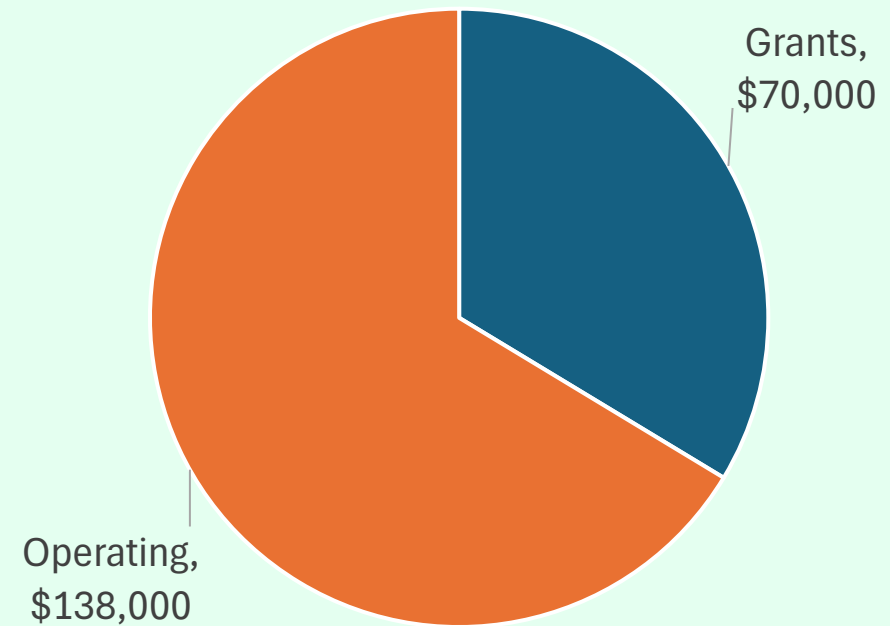
# Draft Capital Budget – Culture and Economic Development



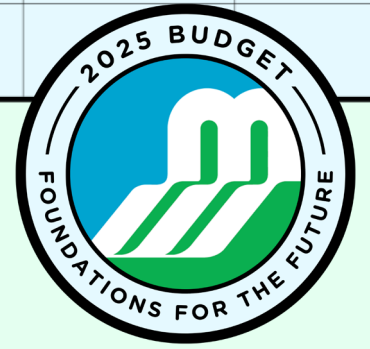
## Planned Spending \$208,000



## Funding Sources



# 2025 Draft Budget Highlights – Culture and Economic Development



## Operating:

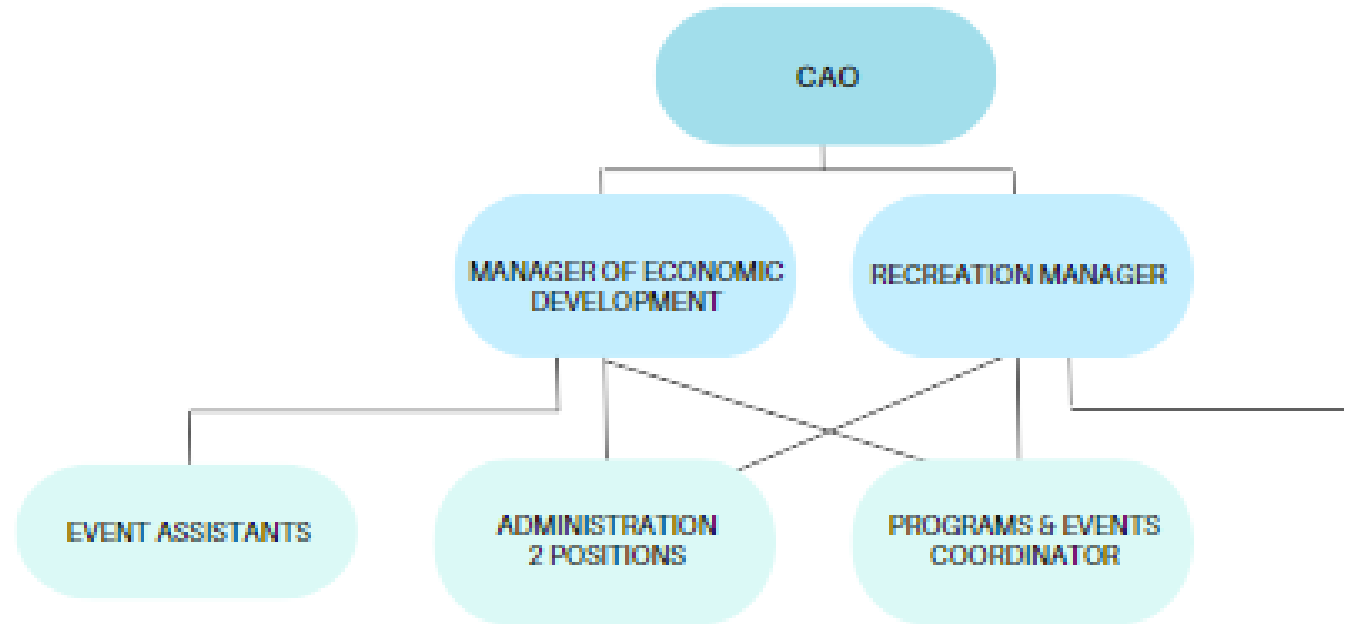
- Pakenham washrooms(Tourism) has been added as a separate line item to allow for comparison etc.

	2025	2024
Salaries & Benefits	\$ 263,752	\$ 254,004
Office Expenses	\$ 10,093	\$ 9,846
Promotion	\$ 40,250	\$ 39,269
Beautification & Tourism	\$ 20,378	\$ 14,190
Capital	\$ 138,000	\$ 40,000
To Reserves	\$ 295,000	\$ 221,400
<b>TOTAL</b>	<b>\$ 767,473</b>	<b>\$ 578,708</b>



# Organizational Chart / Staffing

- Provide detail and rationale related to additional staffing requests, costs, offsetting revenue or budget



# 2025 BUDGET



MODERN, EFFICIENT,  
EFFECTIVE MUNICIPAL  
OPERATIONS



# 2025 Corporate Services Draft Budget Highlights

# 2025 Draft Budget Highlights



## Operating

- Proposed increase in training funds and association fees; staffing in the department has increased but this budget has not
- One time request for \$10,000 for team training in process mapping and quality
- Updated IT budget includes increased costs following shift to Managed Service Provider

## Capital

- Space Needs Assessment (Phase 1) for Building Condition Assessments
- Teams Phone (investment results in operational savings)
- Website upgrades include ability to accept online payments
- Communications
- Council Chambers

# Draft Operating Budget – Council & Corporate Services

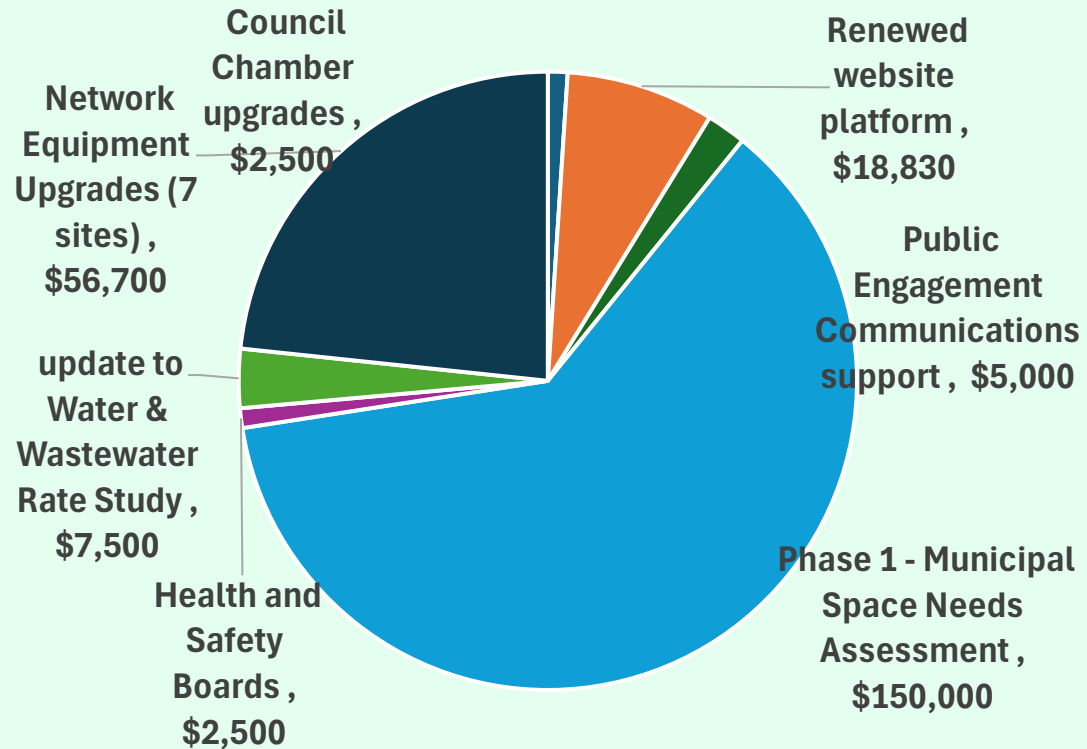
	<i>2025 budget</i>	<i>2024 budget</i>
Council	\$ 342,209	\$ 315,029
Salaries & Benefits	\$ 2,014,143	\$ 1,825,979
Office Expenses	\$ 89,314	\$ 87,068
Professional Svcs	\$ 270,983	\$ 263,800
Computer Expenses	\$ 257,263	\$ 202,208
Insurance	\$ 41,573	\$ 36,151
Other Expenses	\$ 120,290	\$ 61,594
Capital	\$ 33,830	
To Reserves	\$ 111,423	\$ 195,875
Recoveries	\$ (95,018)	\$ (92,700)
<b>Total Expenses</b>	<b>\$ 3,186,010</b>	<b>\$ 2,895,004</b>



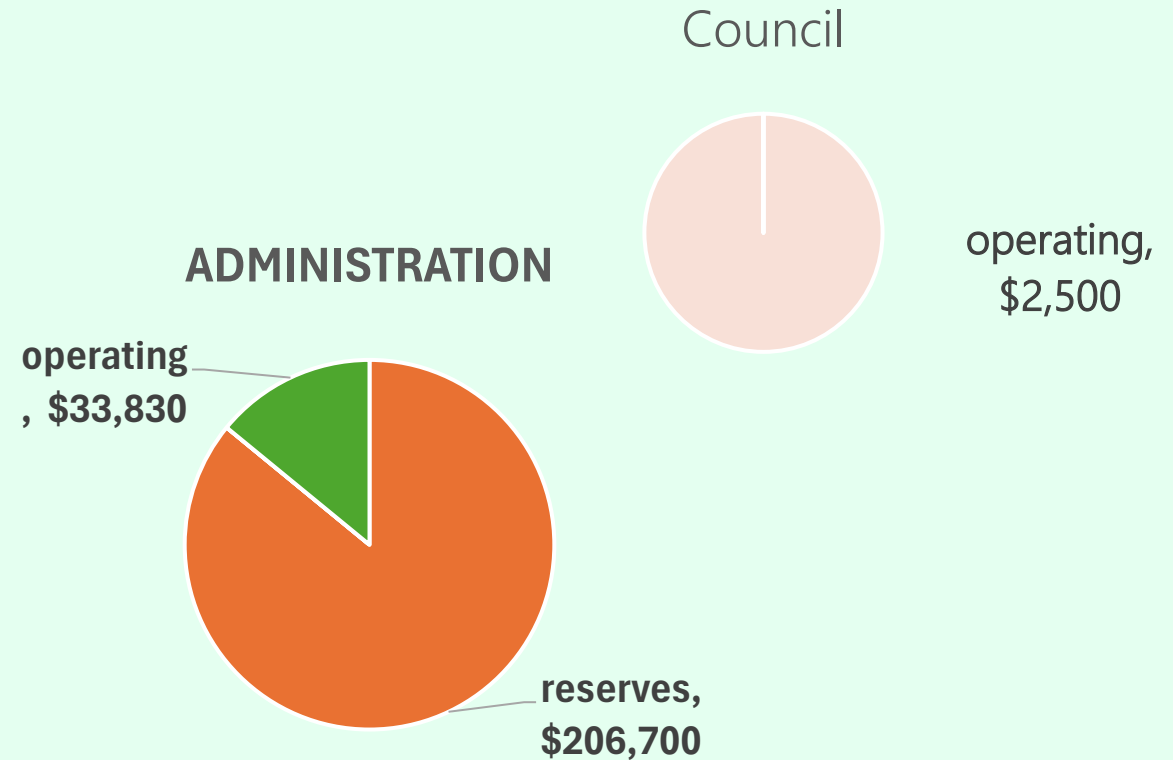
# Draft Capital Budget



## Planned Spending \$243,030



## Funding Sources



# Draft Staffing Budget – Corporate Services

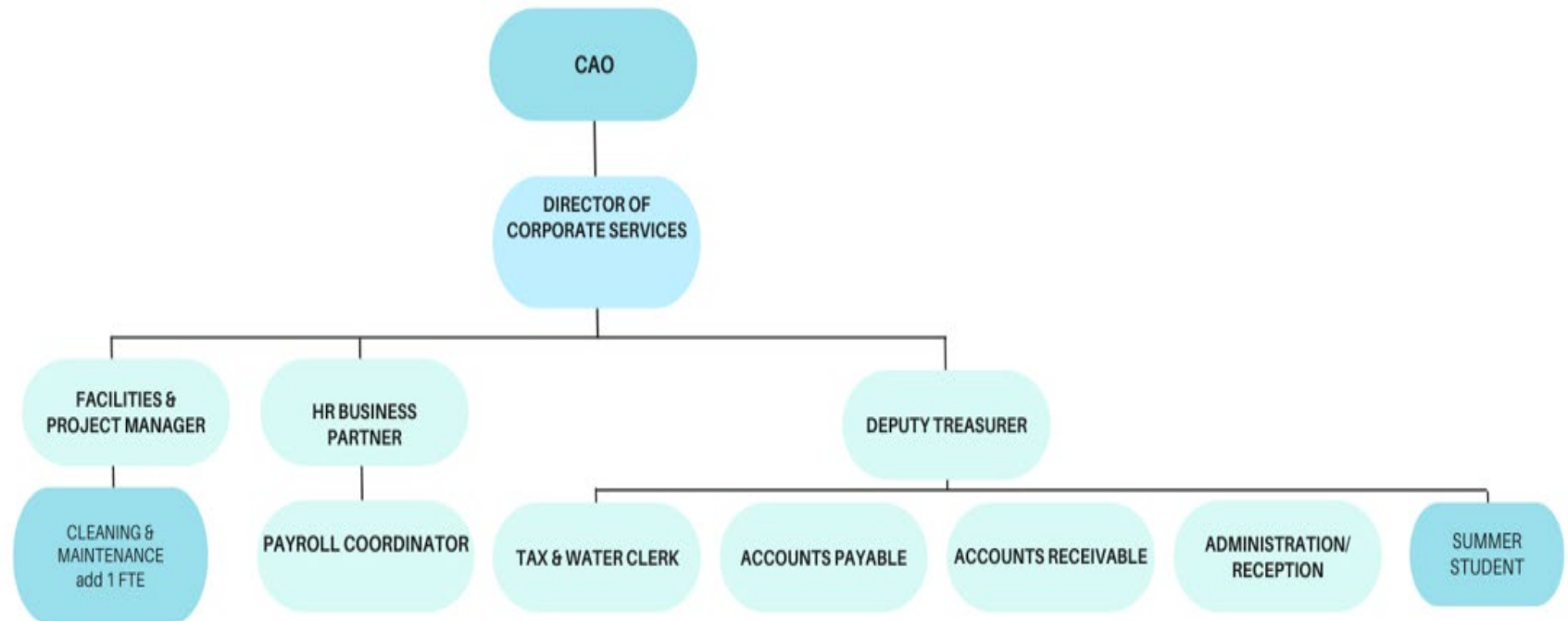
- Requesting the addition of one **summer student** to support the team and help with vacation coverage, front desk support, IT administration, and special projects
- Team will seek grant funding to help offset costs
- There is \$34,320 in salary dollars for IT supports that have not been hired
- Salaries budget also includes proposed additional cleaner/facilities position (Facilities presentation)





# Organizational Chart / Staffing

- Request for funding for a summer student
- Facilities & cleaning / maintenance provided in a separate presentation





# Other Notes and Considerations

## Additional Information re: Aquatic Reimbursement Program

- Recommending that the pilot be continued at \$25,000
- As of September 15, spending to date was \$17,638 (70% of budget)



Team is focused on technological upgrades, streamlining operations, reducing paper, and working more efficiently



Tax registration supports the collection of tax arrears receivable



Asset management plan (final phase) to be completed in early 2025



Long term financial plan to be completed following AMP and Master Plans to inform the 2026 budget



# Agriculture & Drainage

- Requesting additional funding for remuneration as demand has increased and the budget has historically been short
- Requesting \$20,000 capital funding to update Schedule of Assessments for Robinson Drain

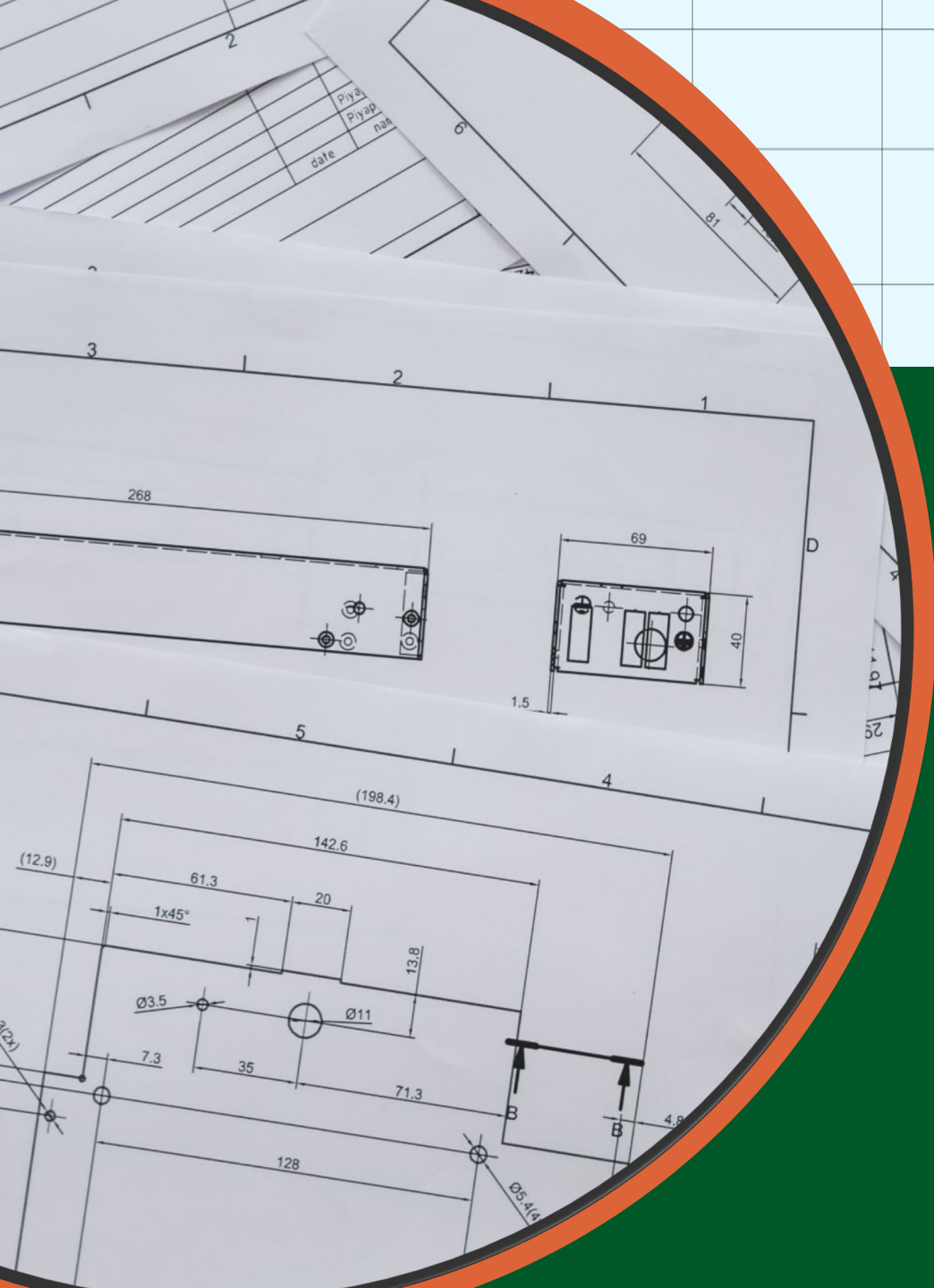
Description	2025 Budget	2024 Budget
Remuneration	\$ 35,000	\$ 3,060
Long Term Debt Charges	\$ 5,442	\$ 1,630
Office Supplies		
Other M&S		
Association & Convention		
Capital Expenditure	\$ 20,000	\$ -
	<u>\$ 60,442</u>	<u>\$ 4,690</u>



# 2025 BUDGET

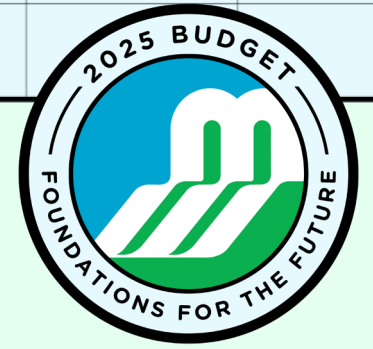


SUSTAINABLE  
FINANCIAL  
STEWARDSHIP



# 2025 Facilities Draft Budget Highlights

# 2025 Draft Budget Highlights



## Note

- Capital projects managed by Facilities & Project Manager fall under the budget areas of each facility. The projects listed here will show as budgeted in those departments.

## Capital

- JLCC Upper Hall Air handling unit replacement - \$80,000
- JLCC Emergency Exit Canopy - \$10,000
- JLCC Concrete and Asphalt repairs - \$70,000
- JLCC Condenser Replacement - \$110,000
- JLCC Exterior Door and Frame Replacement - \$15,000
- SCC Compressor Replacement - \$58,000
- Almonte Lawn Bowling Work- \$10,000
- Childcare Centre Roof Drainage Repairs - \$7,500
- Childcare Centre LED Lighting Retrofit - \$25,000
- Ramsay Garage & PW Office LED Lighting Retrofit - \$25,000
- Ramsay Garage Fob Access – Security system improvements - \$4,000
- AOTH – Plumbing Repairs/Sewer Lining - \$30,000
- AOTH – Carpet replacement from 2<sup>nd</sup> to 3<sup>rd</sup> floor - \$10,000
- Municipal Space Needs Assessment – Phase 1 – BCA - \$150,000

# 2025 Draft Operating Budget

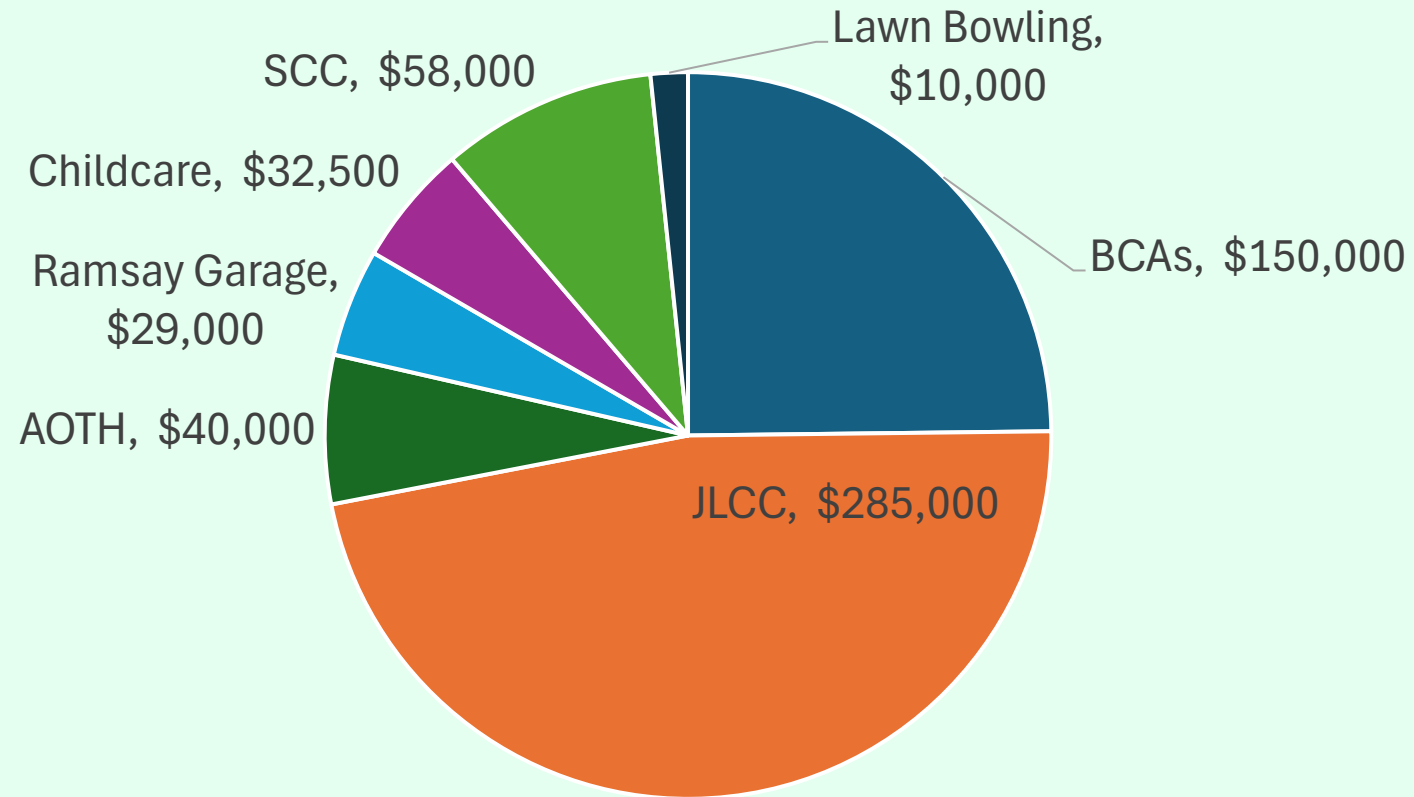


## Municipal Office

## Almonte Old Town Hall

Municipal Office		Almonte Old Town Hall			2025 Budget	2024 Budget
Description	2025 Budget	2024 Budget	Description			
<b>Municipal Office</b>			<b>Almonte Old Town Hall</b>			
Other M & S	\$ 2,136	\$ 2,080	Labour	\$	6,824	\$ 30,600
Hydro	\$ 13,725	\$ 13,390	Other M & S	\$	1,068	\$ 1,040
Heat	\$ 2,112	\$ 2,060	Hydro (AOTH & Auditorium)	\$	13,181	\$ 12,860
Cleaning, Maint., Other Supplies	\$ 7,647	\$ 1,607	Heating	\$	7,142	\$ 6,968
Insurance (Building Etc.)	\$ 32,779	\$ 28,504	Water	\$	2,803	\$ 2,735
Rentals & Maintenance	\$ 23,004	\$ 18,540	Cleaning, Maint., Other Supplies	\$	1,921	\$ 1,875
Long Term Debt Payments	\$ 58,012	\$ 58,012	Telephone	\$	1,267	\$ 1,236
Capital Expenditure	\$ -	\$ 33,000	Insurance (Building Etc.)	\$	28,796	\$ 25,040
<b>Total</b>	<b>\$ 139,414</b>	<b>\$ 157,193</b>	Other S & R	\$	16,931	\$ 16,487
			Rentals & Maintenance	\$	26,394	\$ 25,750
			Long Term Debt Payments-Town Hall	\$	194,413	\$ 194,413
			Capital Expenditures	\$	-	\$ 30,000
			To Reserves	\$	5,500	\$ 5,500
			<b>Total</b>	<b>\$</b>	<b>306,240</b>	<b>\$ 354,503</b>

# Draft Capital Budget



# Draft Staffing Budget – Facilities

## Operating

- Proposed addition of 1 FTE Maintenance/Cleaner.
  - Would replace current contract cleaners
  - Provides coverage for Cleaner at Childcare Centre
  - Improve cleanliness and condition of Municipal Facilities
  - Would undertake special projects internally (i.e. patching, painting)
  - Supports the Facilities & Project Manager by meeting contractors on site and coordinating repairs.
  - Position would support other departments with special projects when available. (i.e. event setup and teardown)





# Organizational Chart / Staffing

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- Proposed structure with the addition of the 1.0 FTE Cleaner/Maintenance Staff.

