



# Municipality of Meaford

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2022 Draft Budget

Monday December 13, 2021

Meaford Hall

# Staff Budget Process

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- Staff kick-off process in June
- Council Direction Report – July 12th
- New Software Training (Questica)
- Staff Prepare Budgets July – September
- Compile Budget – October - November (Includes verification of funding)
- Tabling of Budget – December 13<sup>th</sup>

# July 12, 2021 Budget Framework

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- Direct staff to prepare a draft budget inclusive of a 1% tax levy increase dedicated for roads capital funding;
- Direct staff to prepare a draft budget inclusive of a 1% tax levy increase dedicated for bridge/structure capital funding;
- Direct staff to prepare a draft budget inclusive of a 0.5% tax levy increase dedicated for facility capital funding;
- Direct Staff to prepare draft tax and user pay operating budgets incorporating a Cost of Living salary adjustment of 1%;
- Direct staff to budget any tax levy increases resulting from real assessment growth due to new development and building construction assessment as increased taxation revenue to offset new staffing as a result of growth pressures;

# Budget Framework - continued

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- Approve the 2022 Canada Community-Building Fund grant estimated at \$348,600 towards funding road resurfacing projects within the capital plan;
- Approve the allocation of \$335,100 from the additional one time Canada Community-Building Fund received in 2021 towards the Bayshore Road Asphalt Resurfacing and Drainage Works project; and
- Approve the allocation of \$916,346 from the 2021 and 2022 Ontario Community Infrastructure Fund grant towards BR015-Gilles Bridge.

# Budget Structural Changes

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- Continued emphasis on allocating budgeted expenses and revenues to better reflect actual costs within the departments that they were incurred to ensure transparency and accountability.
- Gravel have been moved to the Operating Budget
- Questica Layout

# Tax Supported Budget 2022

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This budget reflects

- Delivery of a fiscally responsible budget given the challenges present with increased costs.
- Full year implantation of the staffing changes approved in May 2021 (Director, IT Coordinator, Parks and Facilities Coordinator, Development Review Coordinator)
- Continue priority funding efforts in 2022 to address our infrastructure deficit – roads, bridges and facilities.

# Budget Assumptions

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- Insurance Policy Premiums + \$ 29,780
- Information Technology (Cyber Security) + \$ 23,300
- Sand/Salt Expenses + \$ 25,000
- Grey Sauble Conservation Levy + \$ 9,970
- OSNGUPL Library Contract + \$ 1,770
- Facility Lease Costs + \$ 46,350

**TOTAL + \$186,170**

# Base Budget - What is included?

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- 1% COLA and salary step progressions
- Salary Market Review (Phased Implementation) – \$94,986
- OMPF funding reduced to \$1,241,600 from \$1,254,900
- Use of \$130,000 in Waste Management Reserve again to offset 2022 costs
- Additional Building Official and vehicle – fully recoverable from Permit Fees.
- Elimination of PILT Write-off \$85,000



# Base Budget - What is not included?

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- Real Assessment Growth projected at \$210,000
- Provincially Announced doubling of OCIF Funding \$426,000
- Enhancements
  - Additional Municipal Enforcement Vehicle
  - Municipal Enforcement Seasonal Staff
  - Washroom Cleaning
  - Customer Service Clerk
  - Winter Maintenance of Georgian Trail
  - Southern Georgian Bay Tourism increase
  - Well-being Plan Implementation

# 2022 Tax Supported Budget

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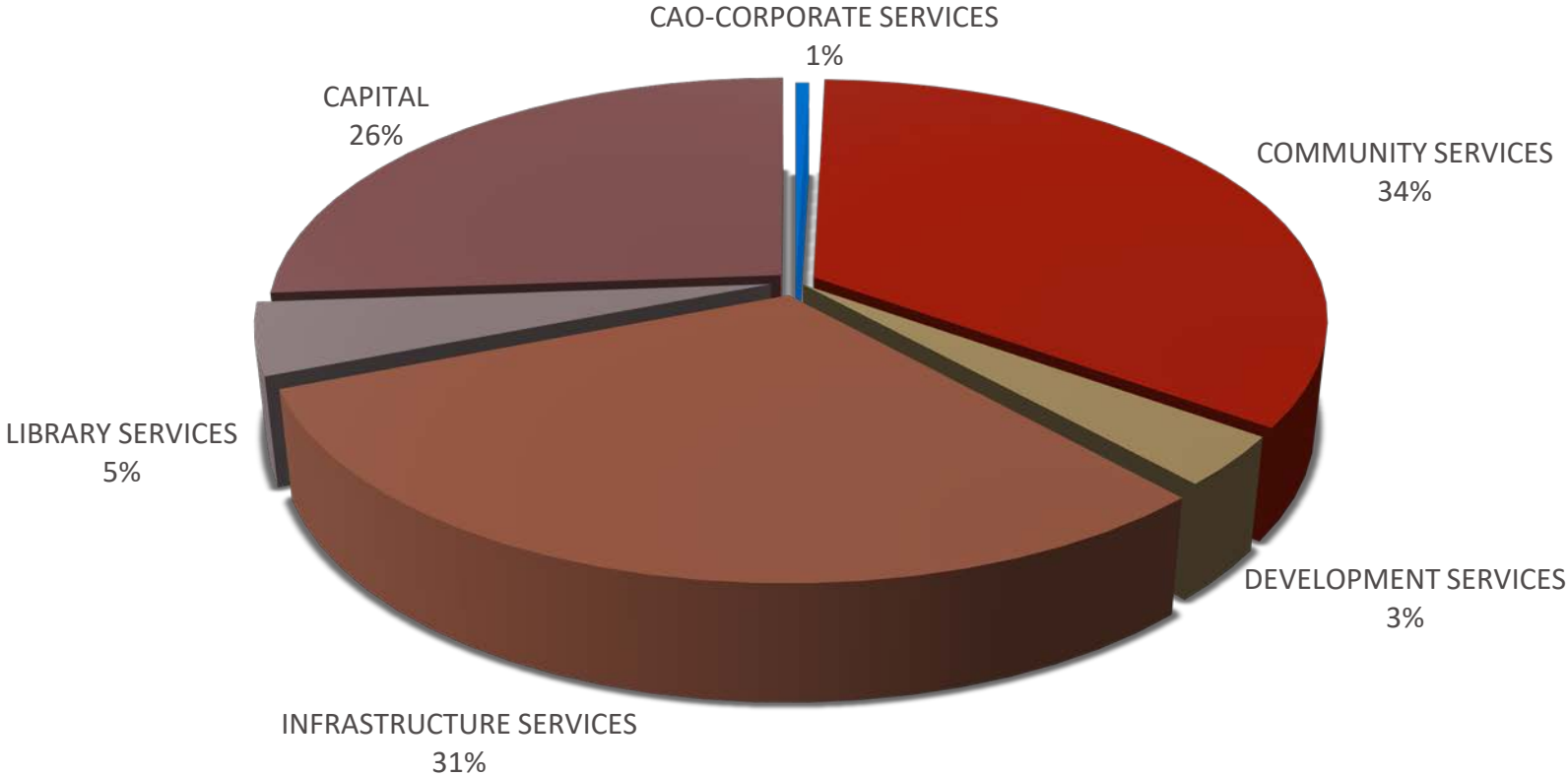
Base 2021 Budget	\$15,523,175	
Base Budget Increase	\$858,960	5.53%
Road Capital Funding (granular road resurfacing to operating - \$300,000)	-\$146,855	-0.95%
Bridge Capital Funding	\$153,750	0.99%
Facility Capital Funding	\$ 76,880	0.50%
General Capital Funding	\$138,170	0.89%
<b>Requested 2022 Budget</b>	<b><u>\$16,604,080</u></b>	
<b>Requested Additional Funding</b>	<b><u>\$1,080,905</u></b>	<b>6.96%</b>

# 2022 Tax Supported Budget Impacts

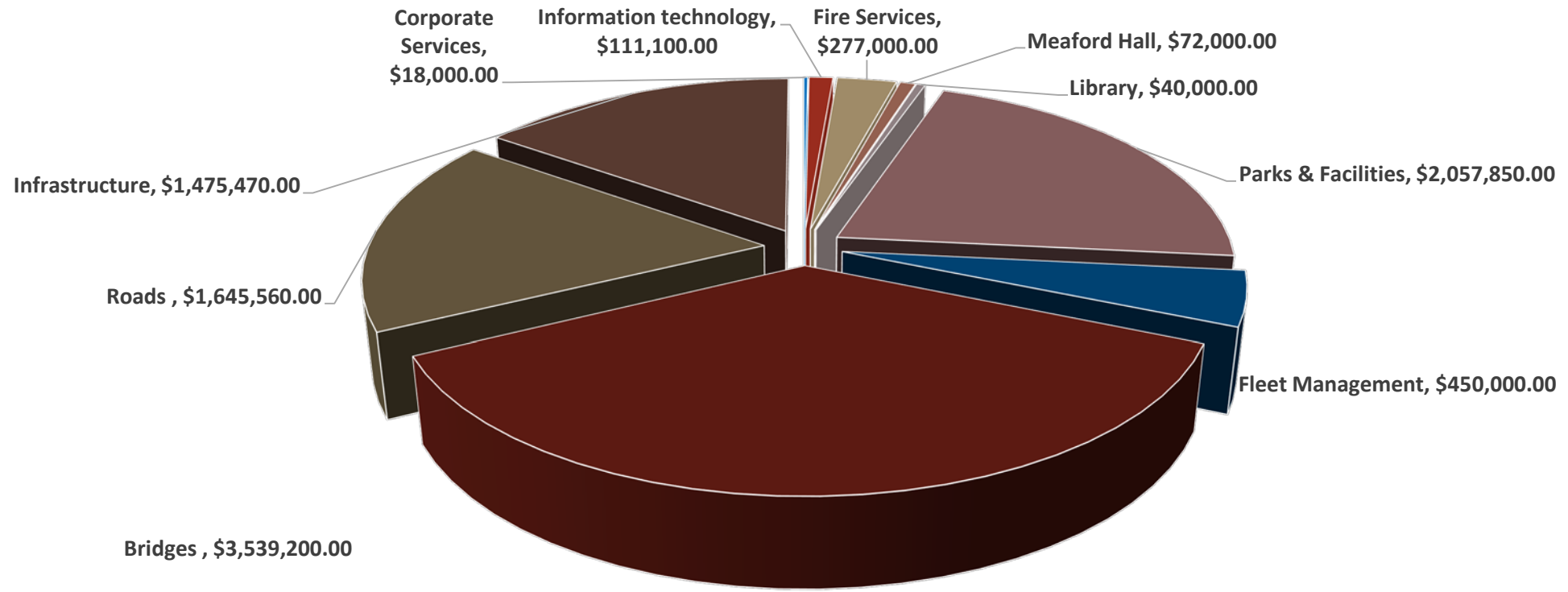
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- A 1% Change on the total levy is equivalent to **\$153,750**
- Growth Projected at **\$210,000 – 1.36% reduction**

# Breakdown of 2022 Total Tax Dollars



# Tax Supported – Recommended 2022 Capital Program (\$9.6 Million)



# Capital Project Funding Sources

<b>Funding Source</b>	<b>Amount</b>
Current Year Levy	\$ 4,239,120
Reserve Funds	\$ 2,397,450
Federal Gas Tax	\$ 683,700
Grants & Subsidies	\$ 1,438,900
Development Charges	\$ 25,000
Long Term Debt	\$ 788,010
Donations & Other	\$ 114,000
<b>TOTAL</b>	<b>\$ 9,686,180</b>

# Water and Wastewater Budgets

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# User Pay Budget

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## Base Budget Increase:

Water	8.00 % (\$228,850)
Sewer	7.99 % (\$144,859)

## Attributed To:

- Increased wastewater plant maintenance costs
- Increased distribution and collection system maintenance
- Increased capital funding for long term rehabilitation and replacement of system components
- Debt Repayment for Thompson Water and Sewer



# Annual Budget Projections Water Services

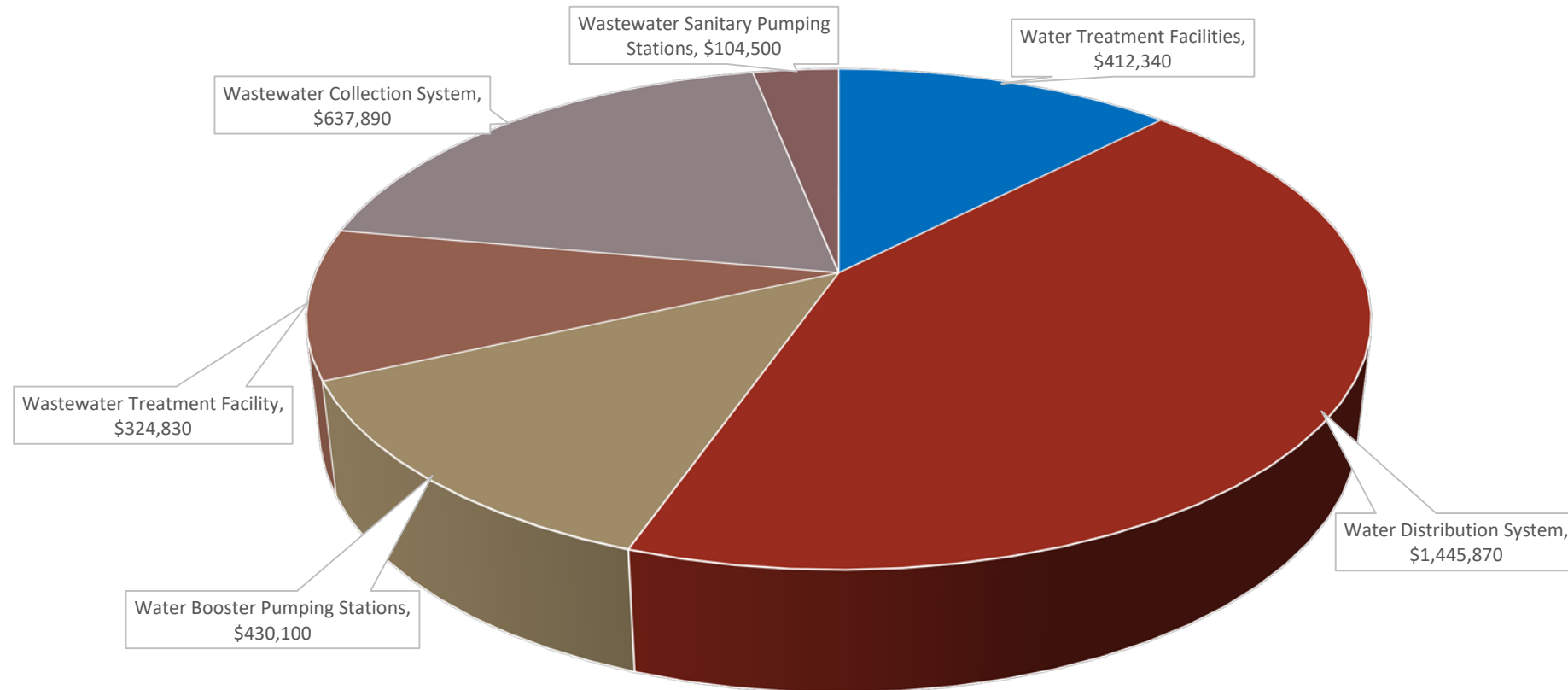


	2021	2022
<b><u>WATER SERVICES EXPENDITURES</u></b>		
GENERAL & DISTRIBUTION	782,575	705,180
TREATMENT	673,975	764,130
LEITH	212,650	184,270
<b>TOTAL OPERATING EXPENDITURES</b>	<b>1,669,200</b>	<b>1,653,580</b>
NON TANGIBLE OPERATING CONTRIBUTIONS		0
CAPITAL PROGRAM CONTRIBUTIONS	1,191,400	1,435,870
<b>TOTAL WATER SERVICES BUDGET</b>	<b>2,860,600</b>	<b>3,089,450</b>
Budget Increase/Decrease \$		244,470
Budget Increase/Decrease %		8.00%

# Annual Budget Projections Waste Water Services

	2021	2022
<b>WASTE WATER SERVICES EXPENSES</b>		
GENERAL & COLLECTION	527,575	783,820
TREATMENT	558,625	560,930
<b>TOTAL OPERATING EXPENDITURES</b>	<b>1,086,200</b>	<b>1,344,750</b>
NON TANGIBLE OPERATING CONTRIBUTIONS	0	0
CAPITAL PROGRAM CONTRIBUTIONS	721,100	607,130
<b>TOTAL WASTE WATER SERVICES BUDGET</b>	<b>1,807,300</b>	<b>1,951,880</b>
Budget Increase/Decrease \$		144,580
Budget Increase/Decrease %		8.00%

# User Rate Supported – Recommended 2022 Capital Program (\$ 3,335,500)



# Capital Project Funding Sources

<b>Funding Source</b>	<b>Amount</b>
Water Rate Levy	\$1,435,870
Sewer Rate Levy	\$ 607,130
Reserve Funds	\$ 187,190
Grants & Subsidies	\$ 107,420
Development Charges	\$ 204,500
Long Term Debt	<u>\$ 813,420</u>
<b>TOTAL</b>	<b>\$3,355,530</b>

# Projected Rate Increase

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- Recommend adjusting rates by budget increase to reflect budget needs with slight adjustment for new growth units coming on stream
- 2022 base budget would include:
  - 8% increase in water
  - 8% increase in sewer
- This will not result in an 8% increase per service to the user

# Next Steps

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# Next Steps

- Budget Presentation Schedule:

<b>Tabling of Draft Budget &amp; Presentation of 2022 tax supported operating and capital budgets</b>	<b>Monday, December 13, 1:00pm</b>
<b>Public Engagement Session (Special Meeting of Council) Woodford Community Centre</b>	<b>Wednesday, January 5, 6:30pm</b>
<b>Council Budget Day - Operating</b>	<b>Monday, January 9, 9:00am to 4:00pm</b>
<b>Council Budget Day - Capital &amp; Enhancements</b>	<b>Tuesday, January 10, 9:00am to 4:00pm</b>
<b>Final Considerations/Additional Deliberation of Draft Budget (if needed)</b>	<b>Monday, January 17, 1:00pm</b>
<b>Statutory Public Meeting (Special Meeting of Council) Meaford Hall</b>	<b>Monday, January 31, 6:30pm</b>
<b>Final Approval of 2022 Budgets</b>	<b>Monday, Feb 14, 2022, 1:00pm</b>

# January 10 Council Budget Day

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General Introduction by CAO and highlights of any budget Q&A received to January 6

Each Department will be provided 45 minutes to present their operating budgets followed by Public Q&A and then Council Q&A

Presentations will include a review of;

- Departmental headcounts
- Budget highlights
- Pressure points
- Increased or decreased revenues
- Fees and charges changes
- Operating projects
- Outlook on future year budget shortfalls



# January 11 Council Budget Day

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## General Introduction by CAO

Each Department will be provided **up to** 45 minutes to present their capital budgets followed by Public Q&A and then Council Q&A

Presentations will include a review of;

- Major Projects in 2022 budget including description, rationale, cost and funding sources
- Critical timing of any projects

Enhancement reports (including requests from Members of Council) will be provided 10 minutes for the respective department head to present the enhancement report followed by Public Q&A and then Council Q&A

# 2022 Budget Questions and Answers

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- Similar prior budget processes, staff will be creating a summary of all budget questions received from elected members and the public.
- All questions about the budget from Council and the Public can be sent to [budgets@Meaford.ca](mailto:budgets@Meaford.ca)
- The Questions and Answers for the budget will become a public document and be posted to the website starting the week of December 13<sup>th</sup> (anticipated weekly by end of day Friday).

# Questions?

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