



# AGENDA

## HUMAN RESOURCES, ADMINISTRATION & PUBLIC RELATIONS COMMITTEE MEETING

March 15, 2023 9:00 a.m.

**Council Chambers  
Municipal Office  
7 Third Avenue  
Whitney, Ontario**

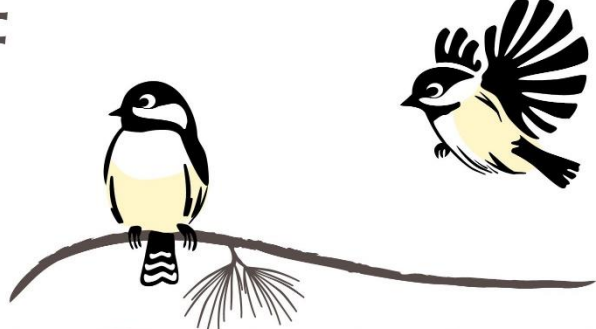
**And ZOOM and You Tube Channel: South Algonquin Council**

1. Open Meeting/Call to order
2. Land Acknowledgement
3. We acknowledge that we are gathered on the unceded Traditional Territory of the Algonquin Anishinaabeg people, specifically the Matouweskarini (people of the Madawaska River). We further acknowledge that the Algonquin People have been stewards of this land since time immemorial and we strive to treat the land along with the flora and fauna it supports, the people, their customs and traditions, with honour and respect. Today, this area is home to people of all walks of life, and we acknowledge the shared opportunities and responsibilities to live, work and survive within this beautiful territory.  
Chi-miigwetch, All my relations
4. Additions/Amendments to the Agenda
5. Adoption of the Agenda
6. Disclosure of Pecuniary Interest
7. Unfinished Business
8. New Business
  - 2023 Proposed Budget-Summary and PowerPoint Presentation
9. Adjournment

**Township of South Algonquin**  
**Budget Summary**  
For the Year 2023  
Scenario 1 - Based on last year budget

	<b>Proposed Budget</b>
<b>Municipal Taxation Required</b>	
<b>General Government</b>	
Revenues	1,099,050.00
Withdraw from Reserves	320,310.00
Operating Expenses	(833,733.00)
Capital Expenses	(94,000.00)
Contributions to Reserves	(3,750.00)
	<b>487,877.00</b>
<b>Protection Services</b>	
Revenues	62,500.00
Withdraw from Reserves	27,000.00
Operating Expenses	(669,760.00)
Capital Expenses	(33,000.00)
Contributions to Reserves	(20,000.00)
	<b>(633,260.00)</b>
<b>Transportation Services</b>	
Revenues	307,430.00
Withdraw from Reserves	60,000.00
Operating Expenses	(1,002,860.00)
Capital Expenses	(83,000.00)
Contributions to Reserves	(330,190.00)
	<b>(1,048,620.00)</b>
<b>Environmental Services</b>	
Revenues	25,000.00
Operating Expenses	(400,490.00)
	<b>(375,490.00)</b>
<b>Health Services</b>	
Revenues	44,300.00
Operating Expenses	(44,390.00)
Contributions to Reserves	(3,500.00)
	<b>(3,590.00)</b>
<b>Social and Family Services</b>	
Revenues	9,600.00
Operating Expenses	(688,095.00)
	<b>(678,495.00)</b>
<b>Recreation and Cultural Services</b>	
Revenues	33,780.00
Withdrawn from Reserves	25,700.00
Operating Expenses	(314,100.00)
Capital Expenses	(26,500.00)
	<b>(281,120.00)</b>
<b>Planning and Development</b>	
Revenues	14,000.00
Operating Expenses	(91,500.00)
Contributions to Reserves	(15,000.00)
	<b>(92,500.00)</b>
	<b>(2,625,198.00)</b>

THE TOWNSHIP OF  
**SOUTH  
ALGONQUIN**

The logo for The Township of South Algonquin features two stylized birds. One bird is perched on a branch with a pine needle, and the other is in flight. The text "THE TOWNSHIP OF" is in a dark grey, sans-serif font. "SOUTH" and "ALGONQUIN" are in a large, bold, red, sans-serif font.

Budget 2023  
March 15, 2023

# OBJECTIVE

## The Objective of this process is to:

- Meet the legislative requirements of the Municipal Act 2001
- Provide an open process that demonstrates spending
- Plan for the fiscal challenges of the Township
- Effectively manage operating expenses and capital planning
- Communicate financial plan for 2023 between council & staff
  - Revenue
  - Expenses
  - Changes Anticipated
  - Tax Rate
  - Available Funds

# NON-TAX REVENUE

REVENUE	2021 ACTUAL	2022 BUDGET	2023 BUDGET	Explanation
GENERAL GOV	\$1,084,740	\$1,112,950	\$1,099,050	OMPF, Canada Summer Jobs Grant
PROTECTION	\$64,705	\$44,600	\$62,500	FD Cost Recovery, MNRF Fire Agreements, Building/ Septic Permits
TRANSPORTATION	\$202,716	\$286,430	\$307,430	Gas Tax , OCIF, NORDSF
ENVIRONMENTAL	\$25,465	\$22,500	\$25,000	Tipping Fees, Waste Disposal Reimbursement Programs
HEALTH SERVICES	\$36,869	\$36,200	\$44,300	Rent/ Cost Recovery EMS & Medical Center
SOCIAL SERVICES	\$9,600	\$9,600	\$9,600	Rent Resource Center
RECREATION	\$50,607	\$98,650	\$33,780	Canada Day Grant, Library Operating Grant, Recreation Fundraising
PLANNING	\$33,844	\$14,000	\$14,000	Planning Fees, Shoreline Sales
<b>TOTAL</b>	<b>\$1,508,546</b>	<b>\$1,624,930</b>	<b>\$1,595,660</b>	<b>\$ 29,270</b> less than 2022

# PARTNERSHIP FUNDS

Sources	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Budget
OMPF	\$962,600	\$972,300	\$989,400	\$985,500	\$1,013,100
Court Security	\$2,244	\$1,863	\$1,573	\$1105	\$1,100
OCIF	\$53,476	\$51,521	\$51,521	\$119,927	\$137,916
Gas Tax (CCBF)	\$145,077	\$66,497	\$136,350	\$69,520	\$72,542
Heritage (Canada Day)	\$3,920	\$3,920	\$3,920	\$4,120	\$4,900
Totals	\$1,167,317	\$1,096,101	\$1,182,764	\$1,180,172	\$1,229,558

**2023- OMPF, OCIF, & Gas Tax increase**

# GRANTS EXPECTED (APPLIED FOR)

- Canada Summer Jobs (\$3,500)
- Northern Ontario Resource Development Support (\$94,700)
- Library Operating (\$6,400)

# OPERATING EXPENSES

- Fuel (increased)
- Hydro (increased)
- Goods (increased)
- Postage (unchanged)
- Legal (unchanged)
- Wages (increased)
- Policing (decreased)
- Insurance (increased)
- MPAC (decreased)
- DNSSAB (increased)



# LEVIES PAID FOR SERVICE

Agency	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Budget	Variance 2023-2022
<b>OPP</b>	\$333,801	\$332,150	\$325,344	\$322,647	\$309,532	(\$13,115)
<b>Health Unit</b>	\$19,283	\$21,211	\$23,060	\$23,060	\$23,521	\$461
<b>DNSSAB</b>	\$497,317	\$519,428	\$531,555	\$551,990	\$563,510	\$11,520
<b>Cassellholme</b>	\$105,578	\$109,700	\$113,579	\$113,850	\$110,600	(\$3250)
<b>MPAC</b>	41,630	\$41,733	\$41,334	\$41,055	\$40,670	(\$385)
<b>TOTALS</b>	\$997,609	\$1,024,222	\$1,034,872	\$1,052,602	\$1,047,833	(\$4,769)

**2023– Decreased \$4,769  
26% of Operating Expenses**

# Capital 2023

FUNCTIONAL AREA	PROPOSED PROJECTS	CAPITAL COSTS	FUNDING SOURCE
General Gov't	Townsuite Accounting Software	\$72,000	Modernization Efficiency Grant
General Gov't	Windows Replacement- Township Office	\$16,000	Safe Restart Covid Grant \$10K, Municipal Contribution (\$6K)
General Gov't	Asset Management Plan	\$18,000	Gas Tax Grant
General Gov't	Generator- Township Office	\$22,000	Municipal Contribution
Protection	WFD Stairway/Balcony Railing, Flammable Resistant Cabinets	\$11,000	Municipal Contribution
Protection	Bunker Gear, Thermal Image Cameras, Burn Signal Signs	\$22,000	Fire Equipment Reserve. Agreement to payback reserve- 3 year term.

# Capital 2023 continued

FUNCTIONAL AREA	PROPOSED PROJECTS	CAPITAL COSTS	FUNDING SOURCE
Rec & Culture	Flammable Resistant Cabinets, Storage Container-Madawaska Community Complex	\$13,000	Municipal Contribution
Rec & Culture	Tom & Mick Murry Park Story Boards	\$5,000	Carry forward from 2022
Library	Whitney Library Automatic Door Opener	\$7,200	Accessibility Reserve
Library	Facility Sign- Madawaska Library	\$1,300	Municipal Contribution
Total Capital		<b>187,500</b>	

# Transportation Capital

FUNCTIONAL AREA	PROPOSED PROJECTS	CAPITAL COSTS	FUNDING SOURCE
Transportation	Road Drainage Improvements	\$60,000	Gas Tax Fund
Transportation	Works Garage Heat and AC Unit	\$15,000	Municipal Contribution
Transportation	Flammable Resistant Cabinet	\$2,000	Municipal Contribution
Transportation	Township Entrance Signs	\$6,000	Municipal Contribution
Total		<b>\$83,000</b>	

# Transfers to Reserve and Reserve Funds

- **General Government**
  - 2026 Election \$3,750
- **Protection**
  - MNRF Agreement \$20,000/year future fire apparatus
- **Transportation**
  - NORDSF \$94,727 Hay Creek road reconstruction 2025
  - OCIF \$137,916 Hay Creek road reconstruction 2025
  - \$25,000 future fleet/equipment
- **Health**
  - Helipad \$3,500 for future paving project
- **Planning**
  - Zoning Bylaw Amendment \$15,000

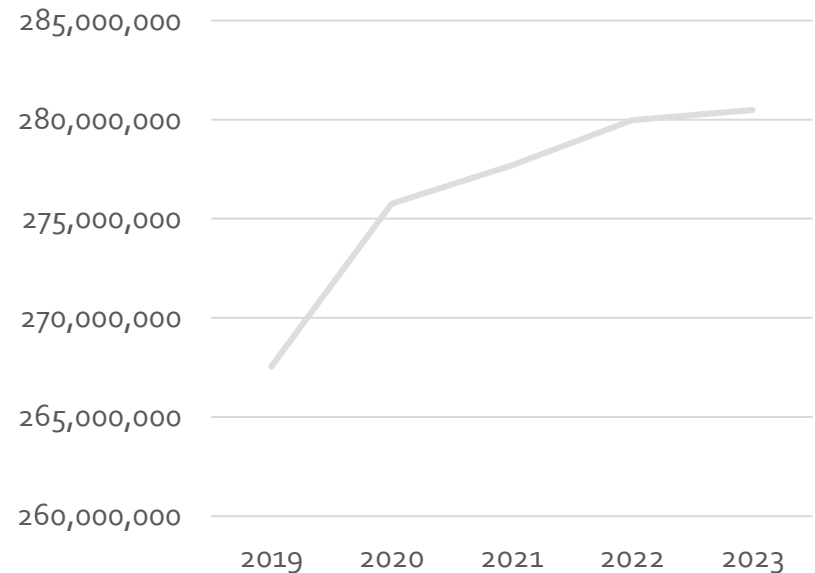
# Transfers From Reserve

- **General Government**
  - Gas Tax Reserve \$18,000 (Asset Management Plan)
  - General Reserve \$72,000 ( 2019 Efficiency Grant for Accounting Software)
  - General Reserve \$10,500 ( COVID 19 Recovery Grant for Office windows)
  - General Reserve \$219,807 ( Tax Stabilization funds)
  
- **Protection**
  - Fire Equipment Reserve \$22,000 ( Fire Equipment)
  
- **Transportation**
  - Gas Tax Reserve \$60,000 ( Road Drainage Improvements)
  
- **Recreation**
  - Recreation Facility/Equipment Reserve \$5,000 ( Carry Forward for Story Boards)
  - Recreation Facility/Equipment Reserve \$13,500 ( Mad. Community Complex Interior Painting)
  - Accessibility Reserve \$7,200 ( Whitney Library Automatic Door Opener)










# ASSESSMENT CHANGES

- Current Value Assessment (CVA) increase
- MPAC property reassessment delayed

Year	Assessment
2023	\$280,481,100
2022	\$279,967,200
2021	\$277,696,800
2020	\$275,749,900
2019	\$267,539,669



# Assessment Distribution

Broad Tax Class Category	AT TIME OF ROLL		
	Frequency of RTC/RTQ 	Assessment Value 	Total Assessment (%) 
Commercial	66 	15,066,600	5.37
Exempt	56 	7,084,300	2.53
Farmland	5 	332,500	0.12
Industrial	8 	2,882,500	1.03
Managed Forests	40 	5,483,400	1.95
Residential	1,489 	249,631,800	89
<b>Total</b>	<b>1,664</b>	<b>280,481,100</b>	<b>100%</b>



# 2023 RESIDENTIAL TAX RATE

- Council determines the Municipal Portion of the residential rate.
- The Province sets the Education portion of the tax rate for all tax classes.
- The Municipal tax rate for all other tax classes are calculated as a ratio to the residential rate.

Class	2023 Ratio
Residential	1
Commercial	1.98
Industrial	2.63
Farmlands	0.25
Managed Forests	0.25
Commercial Excess/ Vacant reduction factor	0.0-1.0:0.7

# Residential Class Tax Impact

5 % Increase- Municipal tax rate for residential property owners

Municipal Tax Rate	2022	2023	Increase
	0.00867268	0.00910631	
\$ 150,000 CVA	\$1,300	\$1,366	\$66
\$ 200,000 CVA	\$1,735	\$1,821	\$86

0 % Increase- Education tax rate for residential property owners

Education Tax Rate	2022	2023	Variance
	0.00153000	0.00153000	
\$ 150,000 CVA	\$230	\$230	0
\$ 200,000 CVA	\$306	\$306	0

# FUNDING THE BUDGET

- Levy required;                      \$2,625,198  
    Current Levy;                      \$2,500,189
- Revenue Required                      \$125,009
  - 5 % tax increase provides \$125,009