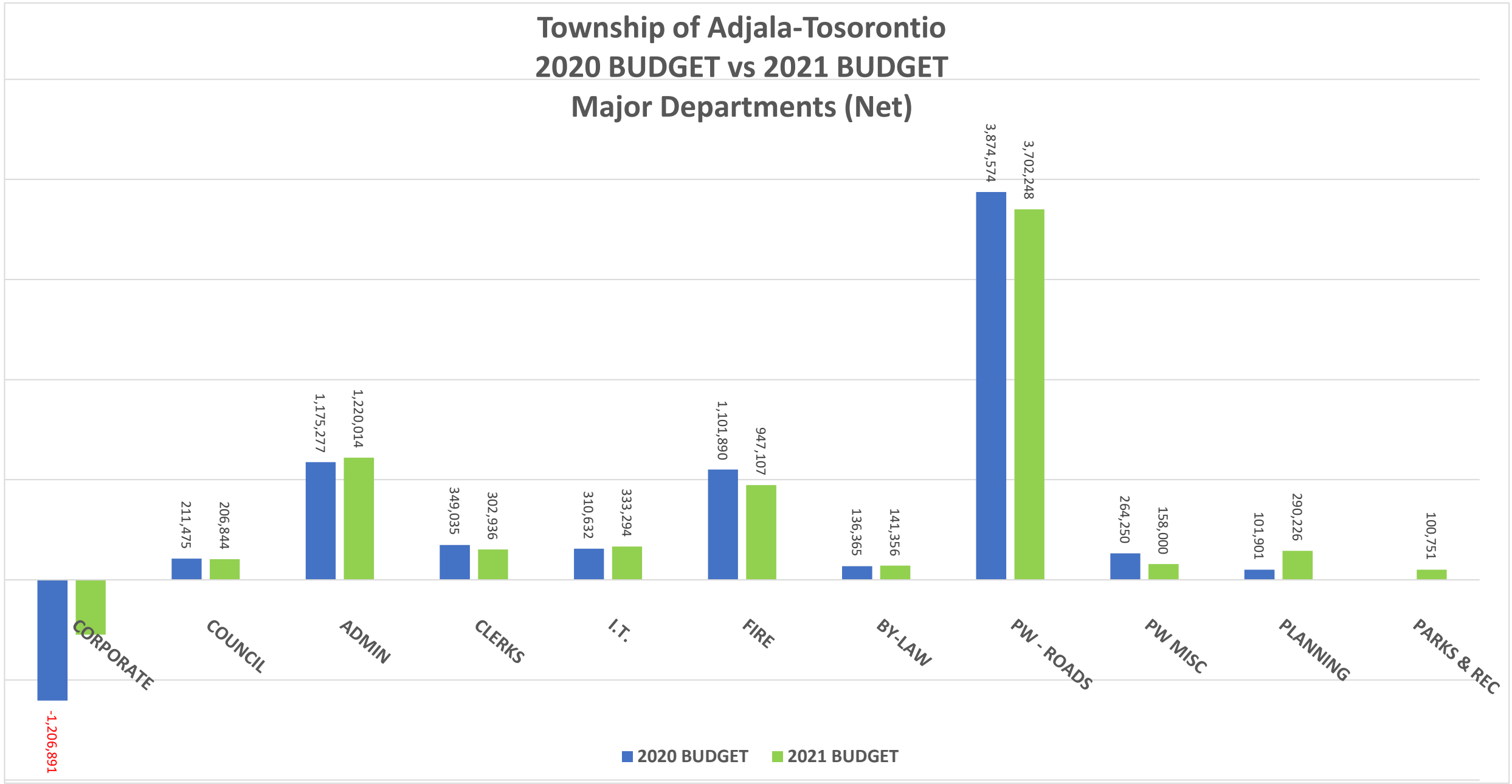


TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
TOTALS

		2019	2019	2020	2020	2021	2020 Budget Vs 2021 Budget	
		BUDGET	YTD ACTUAL Nov 20 (Audited)	Budget	YTD ACTUAL Dec 31	Budget	Variance \$	% Change
Municipal Taxation	01-100-310-	-6,375,009	-6,398,220	-6,703,675	-6,668,176	-6,893,296	189,621	102.83%
OPP	01-200-400-	-1,690,000	-1,698,049	-1,707,595	-1,657,654	-1,667,095	-40,500	97.63%
OPP	01-200-400-	1,690,000	1,639,110	1,707,595	1,419,105	1,667,095	40,500	97.63%
Municipal Taxation	01-100-310-	31,000	47,950	31,000	84,775	31,000	0	100.00%
CORPORATE	01-100-100-	-1,224,876	-319,954	-1,206,891	-399,714	-547,755	-659,136	45.39%
COUNCIL	01-100-200-	236,061	215,569	211,475	201,588	206,844	4,631	97.81%
ADMIN	01-100-310	1,153,540	921,382	1,175,277	1,103,651	1,220,014	-44,738	103.81%
CLERKS	01-100-330	267,800	194,143	349,035	169,620	302,936	46,099	86.79%
Elections	01-100-335-	31,000	31,000	0	0	0	0	0.00%
I.T.	01-100-340-	137,600	127,954	310,632	215,870	333,294	-22,662	107.30%
FIRE	01-200-435-	1,070,200	1,072,199	1,101,890	1,135,759	947,107	154,783	85.95%
BLDG.	01-200-405-	168,542	83,057	-0	-824	0	-0	0.00%
BY-LAW	01-200-407-	132,900	124,527	136,365	131,817	141,356	-4,990	103.66%
PW - ROADS	01-300-510-	3,581,627	3,122,993	3,874,574	3,302,827	3,702,248	172,326	95.55%
PW MISC	01-100-320	242,250	305,986	264,250	286,687	158,000	106,250	59.79%
WATER	01-400-680-	0	0	0	0	-0	0	0.00%
SEWER	01-400-690-	0	0	-0	-0	0	-0	0.00%
PLANNING	01-700-900-	445,250	195,980	342,853	457,677	290,226	52,627	84.65%
Committee of Adjustment	01-700-930-	9,975	5,533	11,314	1,413	7,275	4,039	64.30%
PARKS & REC	01-600-810-	92,140	77,130	101,901	85,661	100,751	1,150	98.87%
		\$0	-\$251,711	\$0	-\$129,919	\$0.00	\$0	

Township of Adjala-Tosorontio 2020 BUDGET vs 2021 BUDGET Major Departments (Net)



TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Reserve Contributions

		2019	2019	2020	2020	2021	
		BUDGET	YTD ACTUAL Nov 20	Budget	YTD ACTUAL Dec 31	Budget	Comments
01-060-310-9000	TRANSFER FROM RESERVES: ADMIN	-\$1,363,450	\$0	-\$1,136,938	\$0		Anticipated 2020 surplus
01-060-810-9000	TRANSFER FROM PARKS RESERVES	-\$117,900	-\$117,900	\$0	\$0	\$0	Parks Improvement 0230
01-060-072-0069	GRANT: UNCONDITIONAL	-\$651,361	-\$651,361	\$0	-\$248,300	\$0	Modernization Grant - Capital Acquisition 0120
01-100-310-9000	ADM: TRANSFER TO RESERVES	\$651,361	\$651,361	\$0	\$0	\$5,000	GRANT: GRAVEL AGGREGATES Based on tonnage out of pits in Township - All rev trf to MNR Reserve 0006 (LYModernization Grant - Capital Acquisition 0120)
01-060-072-0068	GRANT: GRAVEL AGGREGATES	-\$5,000	-\$19,833	-\$5,000	-\$16,563	-\$5,000	Based on tonnage out of pits in Township - All rev trf to MNR Reserve
01-100-100-4010	CORPORATE: CAPITAL ASSET MANAGEMENT PLAN	\$200,000	\$200,000	\$200,000	\$200,000	\$0	Capital Asset Mgmt-Infrastructure Gap 0353
01-100-200-9000	COUNCIL: RESERVE CONTRIBUTION	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	Hospital Contribution 0490
01-100-320-9000	PL&B: TRANSFER TO RESERVES	\$110,000	\$110,000	\$110,000	\$110,000	\$0	Building Assessment 0428
01-100-330-9000	CLERKS: TRANSFER TO RESERVES	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	Year 3 - Elections Reserve 0460 (\$15K x 4= \$60K)
01-100-335-9000	ADM: ELECTION RESERVE CONTRIBUTION	\$31,000	\$31,000	\$0	\$0	\$0	
01-100-340-9000	I.T. TRANSFER TO RESERVES	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	Replace IT Server - Est. Cost \$12,000.00. 5yr replacement for (2021) I.T. Hardware-0351 Reserve Balance YE 2021: \$17,853.00
01-060-072-0075	GRANT: MUN./AGENCIES	-\$670,655	-\$676,946	-\$332,940	-\$332,940	-\$348,074	Gas Tax RF 0530
01-100-310-9010	ADM: TRANSFER TO RESERVE FUNDS	\$670,655	\$676,946	\$332,940	\$332,940	\$348,074	Gas Tax RF 0530
01-200-405-9000	BLDG/SEPTIC: TRANSFER TO RESERVES	\$54,442	\$12,360	\$0	\$0	\$0	Building Stabilization 0229
01-200-435-9000	FIRE: TRANSFER TO RESERVES	\$150,000	\$150,000	\$200,000	\$200,000	\$0	Fire Reserve 0410
01-300-510-5030	PW: TRANSFER TO INSURANCE RESERVE	\$20,000	\$20,000	\$20,000	\$20,000	\$0	Insurance 0425

TOWNSHIP OF ADJALA-TOSORONTIO
 Operating Budget 2021
 Reserve Contributions

	2019 BUDGET	2019 YTD ACTUAL Nov 20	2020 Budget	2020 YTD ACTUAL Dec 31	2021 Budget	Comments
01-300-510-9000 PW: TRANSFER TO RESERVES	\$411,000	\$408,825	\$411,000	\$366,563	\$0	\$40K to Capital aqu. Reserve 0120 + \$310K for equipment, Reserve 0422 + MNR \$5K Expected (Total rev acct 01-060-072-0068 will be trfed) + Streetlight repayment \$56K to Working Fund Reserve 0350
01-600-810-9000 P & R: TRANSFER TO RESERVES	\$10,000	\$10,000	\$10,000	\$10,000	\$0	Parks Improvement 0230
01-700-900-9000 PLANNING: TRANSFER TO RESERVES	\$20,000	\$20,000	\$20,000	\$20,000	\$0	Planning Reserves 0440
TOTAL	-\$449,908	\$854,452	-\$140,938	\$691,700	\$30,000	

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Municipal Taxation

		2019	2019	2020	2020	2021	
		BUDGET	YTD ACTUAL Dec 31	Budget	YTD ACTUAL Dec 31	Budget	Comments
REVENUE							
01-060-061-0045	MUN: PIL COMMERCIAL	-183,990	-209,884.68	-172,285	-220,773	-204,096	PIL
01-060-061-0046	MUN: PIL RES	-34,847	-34,842.60	-36,036	-35,926	-36,577	PIL
01-060-061-0047	MUN: TSF BASE COMMERCIAL SCHOOL BD	-470,000	-408,422.01	-464,227	-351,043	-382,000	PIL Edu to keep (May change)
01-060-061-0048	MUN: PIL INDUSTRIAL SHARED	-1,382	-6,469.17		-7,067		
01-060-061-0049	MUN: PIL LANDFILL	-1,688	-8,198.99	-1,820	-9,126	-1,820	PIL
01-060-061-0113	MUN: RES & FARM	-5,015,502	-5,014,419.66	-5,339,218	-5,322,936	-5,419,306	LT portion with 1.5% increase
01-060-061-0114	MUN. COMMERCIAL	-132,639	-132,656.89	-133,312	-132,921	-135,311	LT portion with 1.5% increase
01-060-061-0115	MUN: PIPELINES	-14,039	-14,037.16	-14,337	-14,293	-14,552	LT portion with 1.5% increase
01-060-061-0116	MUN: FARMLAND	-236,023	-236,169.13	-253,571	-252,796	-257,374	LT portion with 1.5% increase
01-060-061-0118	MUN: INDUSTRIAL	-24,979	-24,975.44	-26,489	-23,286	-26,887	LT portion with 1.5% increase
01-060-061-0119	MUN: MANAGED FOREST	-16,602	-16,611.82	-18,196	-18,140	-18,469	LT portion with 1.5% increase
01-060-061-0121	MUN: COMM TX VACANT	0	-95.80	-681	-679	-691	LT portion with 1.5% increase
01-060-061-0122	MUN: COMM TX VACANT UNIT	-2,308	-2,307.59	-1,948	-1,942	-1,977	LT portion with 1.5% increase
01-060-061-0123	MUN: IND TX VACANT LAND	-1,786	-1,690.57	-1,358	-1,092	-1,379	LT portion with 1.5% increase
01-060-061-0124	MUN: IND TX VACANT UNIT	-2,224	-2,223.71	-3,196	-2,786	-3,244	LT portion with 1.5% increase
01-060-061-0404	MUN: SUPPLEMENTARY TAXATION	-25,000	-29,899.82	-25,000	-34,637	-25,375	In-year Assessment change
01-060-070-0416	INTEREST ON TAX ARREARS	-115,000	-140,281.97	-115,000	-150,058	-125,000	Updated per Historical trends
01-060-070-0417	PENALTIES ON CURRENT TAXES	-90,000	-108,433.38	-90,000	-82,059	-90,000	
01-060-076-0499	TAX AND WATER CERTIFICATES	-7,000	-6,600.00	-7,000	-6,615	-7,000	

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Municipal Taxation

	2019 BUDGET	2019 YTD ACTUAL Dec 31	2020 Budget	2020 YTD ACTUAL Dec 31	2021 Budget	Comments
Capital Infrastructure Levy+new staff compliment was approved by Council - (new debt is being proposed) These Revenues will be captured in above GL lines upon Budget approval					-142,237	Liability Insurance increase \$162,473 New approved Reception position \$50,515 + Salary Grid Adjustment \$34,909 + Debt for PW annual pmt \$102,720 (estimated)
TOTAL REVENUE	-6,375,009	-6,398,220.39	-6,703,675	-6,668,176	-6,893,296	102.83%
EXPENSES						
01-100-310-5100 MUN: TAX WRITE-OFF'S	25,000	34,628.06	25,000	58,805	25,000	MPAC assessment changes, in 2020 one \$40K write off per Council Resolution
01-100-310-5105 MUN: CAPPING	0	0.00	0	-11	0	
01-100-310-5110 MUN: BASE WRITE-OFF	6,000	13,322.13	6,000	25,980	6,000	Base Borden
TOTAL EXPENSES	31,000	47,950.19	31,000	84,775	31,000	100.00%
NET SURPLUS(DEFICIT)	-6,344,009	-6,350,270	-6,672,675	-6,583,401	-6,862,296	102.84%

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Corporate

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		2019 BUDGET	2019 YTD ACTUAL Dec 31	2020 Budget	2020 YTD ACTUAL Dec 31	2021 Budget	Comments
REVENUE							
01-060-071-0070	GRANT-IN-LIEU: COUNTY FOREST	-2,000.00	-1,968.23	-1,968.13	0.00	-1,968.13	Tipping Fees/Royalties from Tosorontio Landfill Site
01-060-072-0050	GRANT: FEDERAL - CANADA DAY	-1,750.00	-1,750.00	-1,750.00	0.00	-1,750.00	From Canada Heritage
01-060-072-0051	GRANT: SUMMER STUDENT	-3,400.00	-1,960.00	-6,000.00	-3,920.00	-6,000.00	Based on 3 student jobs
01-060-072-0054	GRANTS: MUNICIPAL PARTNERSHIP	-560,000.00	-560,000.00	-585,161.00	-558,100.00	-559,300.00	Per 2021 notification
01-060-072-0061	GRANT: DRAINAGE	-500.00	-5,724.00	-24,600.00	0.00	-25,000.00	Ontario Ministry of Agri&Food - 50% of Drainage Sup. (expense in PW-Misc)
01-060-072-0066	GRANT: CONDITIONAL	-190,775.00	-24,068.12	-13,821.00	-39,261.00	-192,247.00	Library Grant \$13,821 + OCIF Formula allocation 2021 \$178,426
01-060-072-0068	GRANT: GRAVEL AGGREGATES	-5,000.00	-19,832.90	-5,000.00	-16,563.11	-5,000.00	Based on tonnage out of pits in Township - All rev trf to MNR Reserve
01-060-072-0069	GRANT: UNCONDITIONAL	-651,361.00	-651,361.00	0.00	-248,300.00	0.00	COVID-19 Grant
01-060-072-0070	GRANT: ONTARIO - BRIDGES	0.00	0.00	0.00	0.00	0.00	bridge 22 & 55 Con Rd 5 Adj - for funding from ICIP
01-060-072-0075	GRANT: MUN./AGENCIES	-670,655.00	-676,946.42	-332,940.00	-332,940.16	-348,073.81	Gas Tax -flow through OP Budget. (1 time funding in 2019)
01-060-076-0011	INTEREST EARNED	-110,000.00	-171,965.41	-127,080.00	-15,013.77	-136,957.62	Increase in BMO investment interest + Interest from water on Borrowed from G.Fund
01-060-076-0085	OTHER REVENUE	-5,000.00	-14,274.18	-7,500.00	-4,890.47	-5,000.00	blue boxes, green bins, 911 signs etc.
01-060-076-0580	TELECOMMUNICATIONS	-25,700.00	-25,661.52	-26,500.00	-27,977.26	-26,897.50	CPI annual increase
01-060-310-9000	TRANSFER FROM RESERVES: ADMIN	-1,363,450.00	0.00	-1,136,938.00	0.00	-139,379	Anticipated 2020 surplus
01-060-810-9000	TRANSFER FROM PARKS RESERVES	-117,900.00	-117,900.00	0.00	0.00		One time funding transfer
TOTAL REVENUE		-3,707,491.00	-2,273,411.78	-2,269,258.13	-1,246,965.77	-1,447,573.10	63.79%

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Corporate

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	2019 BUDGET	2019 YTD ACTUAL Dec 31	2020 Budget	2020 YTD ACTUAL Dec 31	2021 Budget	Comments	
EXPENSES							
01-100-100-4000	CORPORATE: CAPITAL TAX LEVY	188,500.00	188,500.00	106,500.00	106,500.00	21,000.00 Contribution to Capital Budget	
01-100-100-4010	CORPORATE: CAPITAL ASSET MANAGEMENT PLAN	200,000.00	200,000.00	200,000.00	200,000.00	0.00 Contribution to bridge Infra. Deficit.	
01-100-310-4998	ADM: SALARIES & WAGES CONTINGENCY	295,000.00	17,391.02	173,359.70	0.00	111,980.02 W/Sheet per ND - Vacation payout	
01-100-310-4999	ADM: BENEFIT CONTINGENCY	75,700.00	0.00	34,802.62	0.00	8,784.47 W/Sheet per ND	
01-100-310-5004	POST RETIREMENT BENEFITS	81,700.00	73,632.78	75,977.47	73,267.08	81,261.36 Retirees	
01-100-310-5028	ADM: CAPITAL GRANT EXPENSE	177,454.00	0.00	0.00	0.00	178,426.00 OCIF Grant being Trf to Capital	
01-100-310-9000	ADM: TRANSFER TO RESERVES	651,361.00	651,361.00	0.00	0.00	5,000.00 GRANT: GRAVEL AGGREGATES Based on tonnage out of pits in Township - All rev trf to MNR Reserve 0006 (LYModernization Grant - Capital Acquisition 0120)	
01-100-310-xxxx						Nelson Gravel Pit Revenue per Tonnage (ByLaw 19-42)	
01-100-310-xxxx						Nelson Royalty \$0.50 per Ton untill it reach \$300,000 (ByLaw 19-42)	
01-100-310-9010	ADM: TRANSFER TO RESERVE FUNDS	670,655.00	676,946.42	332,940.00	332,940.16	348,073.81 Transfer to Gas Tax Reserve 0530	
01-200-440-5080	PROT: NVCA LEVY	108,715.00	108,709.83	105,257.72	110,665.18	111,732.73 NVCA draft 2021 budget - Operating \$105,929.84 + Capital \$5,802.89	
01-200-440-5081	PROT: METRO CONSERVATION LEVY	1,200.00	1,119.00	1,200.00	930.00	1,230.00 TRCA \$960 Operating + \$300 Capital	
01-600-820-5050	CULTURE: LIBRARY AGREEMENT/USER REFUN	23,330.00	23,323.99	23,330.00	22,949.77	23,330.00 New Tec \$17,469+ Essa \$5K+ Clearview \$855	
01-600-820-8020	CULTURE: CANADA DAY	9,000.00	12,473.63	9,000.00	0.00	9,000.00	
	TOTAL EXPENSES	2,482,615.00	1,953,457.67	1,062,367.51	847,252.19	899,818.39	84.70%
	NET SURPLUS(DEFICIT)	-1,224,876	-319,954	-1,206,891	-399,714	-547,755	45.39%

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Administration

		2019 BUDGET	2019 YTD ACTUAL Dec 31	2020 Budget	2020 YTD ACTUAL Dec 31	2021 Budget	Comments
REVENUE							
01-060-310-0085	ADMIN STALE/NON-DELIVERABLE CHQS	0.00	-33.28	0.00	0.00		
01-060-310-0557	ADMIN EXTERNAL RECOVERY	0.00	-3,092.01	0.00	-74.00	-50,000.00	COVID-19 related Expenses To be funded by Provincial Grant
	TOTAL REVENUE	0.00	-3,125.29	0.00	-74.00	-50,000.00	0.00%
EXPENSES							
01-100-310-0002	ADM: CONTINGENCY	2,000.00	0.00	2,000.00	0.00	2,000.00	Leave as is
01-100-310-0008	ADM: NON-PSAB CAPITAL PURCHASES	10,000.00	474.88	10,000.00	0.00	10,000.00	Leave as is - year-end purchases are usual
01-100-310-5001	ADM: SALARIES & WAGES	472,900.00	466,990.87	520,992.77	504,196.00	550,477.28	HR worksheet - IT moved to IT - Year 2020 Budget restated
01-100-310-5002	ADM: BENEFITS	149,000.00	138,208.78	151,548.85	151,359.27	166,119.55	HR Worksheet - IT moved to IT - Year 2020 Budget restated
01-100-310-5006	ADM: MILEAGE & CAR ALLOWNCE	9,700.00	1,239.85	4,000.00	393.16	2,000.00	Reduce as no car allowance any longer
01-100-310-5007	ADM: CONFERENCES & WORKSHOPS	8,900.00	5,620.12	8,900.00	5,226.06	6,900.00	CPD Requirement 35hrs x \$150 = \$5,250 25hrs x \$150 = 3,750 20Hrs x \$150 = 3,000
01-100-310-5009	ADM: TELEPHONE/FAX/MOBILES	10,000.00	10,470.28	10,000.00	6,533.21	8,000.00	
01-100-310-5010	ADM: POSTAGE & PROMOTION	16,000.00	14,339.70	16,000.00	10,117.17	15,000.00	
01-100-310-5011	ADM: FINANCIAL CONSULTING SERVICES	35,000.00	0.00	15,000.00	0.00	5,000.00	Professional/consulting services
01-100-310-5012	ADM: ADVERTISING & PROMOTION	8,000.00	3,790.16	6,000.00	5,473.23	5,500.00	reduce due to historical trends

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Administration

		2019	2019	2020	2020	2021	
		BUDGET	YTD ACTUAL	Budget	YTD ACTUAL	Budget	Comments
			Dec 31		Dec 31		
01-100-310-5013	ADM: MEMBERSHIP & SUBSCRIPTIONS	8,500.00	7,335.73	9,000.00	9,714.38	10,000.00	AMO \$3,550 + staff professional memberships
01-100-310-5014	ADM: INSURANCE & DEDUCTABLES	183,000.00	182,527.06	223,935.20	223,935.20	284,007.58	See Insurance worksheet
01-100-310-5015	ADM: OFFICE SUPPLIES	19,300.00	15,826.97	19,300.00	9,150.44	13,000.00	Reduced based on historical trends
01-100-310-5016	ADM: OFFICE EQUIP. MAINT. & CONTRACTS	5,500.00	5,408.37	6,000.00	7,234.85	6,000.00	Increasing costs
01-100-310-5017	ADM: LEGAL FEES	100,000.00	126,761.04	70,000.00	56,066.96	70,000.00	No additional issues expected
01-100-310-5018	ADM: AUDIT FEES	60,000.00	68,351.64	30,000.00	33,827.27	30,000.00	Should not be additional audits in 2020
01-100-310-5019	ADM: WRITE'S/FIN EXPENSE/DEBT	20,000.00	17,470.44	0.00	0.00	0.00	CF assessment for Water write off in the past
01-100-310-5021	ADM: MGMT. CONSULT/SPECIAL PROJECT	7,500.00	17,795.73	13,500.00	13,091.20	7,500.00	BMO management fees on investment account \$7,500
01-100-310-5025	ADM: PENNY ROUNDING	0.00	0.49	0.00	0.10	10.00	no budget required
01-100-310-5030	ADM: OTHER ADMINISTRATION EXPENSES	7,000.00	7,614.99	7,000.00	5,805.84	7,000.00	
01-100-310-5031	ADM: BAD DEBTS	0.00	-175,056.82	0.00	0.00	0.00	Remove GL
01-100-310-5045	ADM: PUBLIC RELATIONS	4,600.00	3,803.33	4,600.00	450.00	4,500.00	
01-100-310-5056	ADM: ACTUARIAL STUDIES	5,000.00	3,561.60	0.00	0.00	0.00	Actuarial done in 2019 at cost of \$3,500 covering 2020 to 2022
01-100-310-5061	ADM: PRINTING AND COPIER	1,640.00	1,972.00	2,000.00	350.62	2,000.00	Tax bills, arrears letters etc.
01-100-310-5063	Emergency Event - COVID-19				57,844.46	50,000.00	To be funded by Provincial Grant
01-100-310-8051	ADM: STUDIES	10,000.00	0.00	45,500.00	2,955.88	15,000.00	DC Study \$40K every 5 years - \$8K Trf to Reserve + Misc. Study \$7,000
	TOTAL EXPENSES	1,153,540.00	924,507.21	1,175,276.82	1,103,725.30	1,270,014.42	108.06%
	NET SURPLUS\DEFICIT	1,153,540.00	921,381.92	1,175,276.82	1,103,651.30	1,220,014.42	103.81%

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Clerks

	2019 BUDGET	2019 YTD ACTUAL Dec 31	2020 Budget	2020 YTD ACTUAL Dec 31	2021 Budget	Comments
REVENUE						
01-060-072-0067	-5,000.00	-1,667.85	-5,000.00	-4,315.83	-5,000.00	Offset by expense - funds rec'd from OMAFRA
TOTAL REVENUE	-5,000.00	-1,667.85	-5,000.00	-4,315.83	-5,000.00	100.00%
EXPENSES						
01-100-330-5001	161,600.00	131,874.77	162,542.45	85,368.66	164,492.96	W/Sheet per ND
01-100-330-5002	48,700.00	34,885.86	46,942.63	27,294.91	48,292.98	W/Sheet per ND
01-100-330-5006	1,300.00	1,078.19	1,300.00	210.08	1,300.00	2 Clerks staff mileage re meetings/trainings
01-100-330-5007	4,000.00	4,875.13	4,800.00	2,834.01	4,800.00	2 Clerks staff annual conference and training workshops
01-100-330-5009	1,100.00	1,194.46	1,100.00	1,119.90	1,100.00	cell phones for 2 Clerks staff
01-100-330-5010	100.00	13.14	100.00	33.26	100.00	courier costs
01-100-330-5012	1,000.00	1,063.38	1,000.00	1,541.36	1,600.00	ads & notices for print publications - many committee ads
01-100-330-5013	2,000.00	1,479.53	2,000.00	1,008.40	2,000.00	AMCTO & other related memberships for 2 Clerks staff
01-100-330-5015	2,000.00	1,429.59	2,000.00	682.17	2,000.00	office supplies for Clerks staff
01-100-330-5016	6,000.00	3,198.29	6,000.00	1,135.72	6,000.00	Labels/file folders/bankers boxes - corporate, currently also for once yearly outsourced shredding
01-100-330-5017	2,000.00	4532.9	4,000.00	26,758.90	4,000.00	Used in conjunction with FOI requests - increased FOI
01-100-330-5030	500.00	447.95	500.00	350.00	500.00	keys cut and miscellaneous items

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Clerks

		2019	2019	2020	2020	2021	
		BUDGET	YTD ACTUAL Dec 31	Budget	YTD ACTUAL Dec 31	Budget	Comments
01-100-330-5058	CLERKS: INTEGRITY COMMISSIONER	20,000.00	-7,843.46	100,000.00	5,617.16	50,000.00	ongoing IC investigations
01-100-330-5061	CLERKS: PRINTING AND COPIER	1,500.00	654.46	750.00	61.99	750.00	historically for agenda production - which has been replaced with iCompass
01-100-330-5090	CLERKS: PROT: LIVESTOCK CLAIMS	5,000.00	1,667.85	5,000.00	4,227.26	5,000.00	offset by livestock fund
01-100-330-5091	CLERKS: PROT: LIVESTOCK/FENCE VALUE FEES	1,000.00	258.96	1,000.00	692.47	1,000.00	fluctates depending on need per calendar year
01-100-330-9000	CLERKS: TRANSFER TO RESERVES	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	Year 3 - Elections Reserve 0460 (\$15K x 4= \$60K)
	TOTAL EXPENSES	272,800.00	195,811.00	354,035.08	173,936.25	307,935.93	86.98%
	NET SURPLUS(DEFICIT)	267,800	194,143	349,035	169,620	302,936	86.79%

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Elections

		2019	2019	2020	2020	2021	
		BUDGET	YTD ACTUAL Dec 31	Budget	YTD ACTUAL Sep 20	Budget	Comments
REVENUE							
01-060-335-9000	TRANSFER FROM RESERVES - ELECTION	0.00	0.00	0.00	0.00	0.00	
	TOTAL REVENUE	0.00	0.00	0.00	0.00	0.00	0.00%
EXPENSES							
01-100-335-5003	ADM: ELECTION EXPENSE	0.00	0.00	0.00	0.00	0.00	Reserve being budgeted in Clerks dept 01-100-330-9000
01-100-335-9000	ADM: ELECTION RESERVE CONTRIBUTION	31,000.00	31,000.00	0.00	0.00	0.00	Accommodated in Clerks Dept
	TOTAL EXPENSES	31,000.00	31,000.00	0.00	0.00	0.00	0.00%
	NET SURPLUS(DEFICIT)	31,000	31,000	0	0	0	0.00%

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
IT

	2019 BUDGET	2019 YTD ACTUAL Dec 31	2020 Budget	2020 YTD ACTUAL Dec 31	2021 Budget	Comments
REVENUE						
01-100-340-9000					-26,331.00	COVID-19 related expenses funded by Grant
TOTAL REVENUE	0.00	0.00	0.00	0.00	-26,331.00	
EXPENSES						
01-100-340-5001			136,914.24	48,571.20	138,557.21	HR Worksheet - IT moved from Admin - Year 2020 Budget restated
01-100-340-5002			34,761.74	9,850.84	41,575.57	HR Worksheet - IT moved from Admin - Year 2020 Budget restated
01-100-340-5015	7,000.00	2,933.88	7,000.00	3,808.67	7,000.00	No change for 2020
01-100-340-5016	8,000.00	7,637.49	8,000.00	14,495.82	10,000.00	Forecast increase due to (4) new positions + (4) replacement of aging computers - see itemized comments
01-100-340-5047	90,100.00	89,588.46	91,756.00	109,265.31	\$130,291.80	Forecast increase in budget from 2020 - see itemized comments
01-100-340-5050	27,500.00	22,794.26	27,200.00	24,877.78	27,200.00	No change in IT support for 2021
01-100-340-9000	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	Replace IT Server - Est. Cost \$12,000.00. 5yr replacement for (2021) I.T. Hardware-0351 Reserve Balance YE 2021: \$17,853.00
TOTAL EXPENSES	137,600	127,954	310,632	215,870	359,625	115.77%
NET SURPLUS(DEFICIT)	137,600	127,954	310,632	215,870	333,294	107.30%

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Council

[Home](#)

	2019	2019	2020	2020	2021	
	BUDGET	YTD ACTUAL Dec 31	Budget	YTD ACTUAL Dec 31	Budget	Comments
REVENUE						
TOTAL REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
EXPENSES						
01-100-200-5001 COUNCIL: REMUNERATIONS	143,000.00	141,497.42	130,420.06	135,661.09	132,613.47	HR Worksheet
01-100-200-5002 COUNCIL: BENEFITS	42,611.00	37,035.02	41,415.50	37,073.31	42,880.83	HR Worksheet
01-100-200-5006 COUNCIL: MILEAGE	4,100.00	6,159.79	5,000.00	3,419.25	5,000.00	7 members of council mileage for meetings/events
01-100-200-5007 COUNCIL: CONFERENCES/WORKSHOPS	7,000.00	2,448.88	7,000.00	7,217.12	5,000.00	training & conferences x 7 members of Council @ \$1,000 per member
01-100-200-5009 COUNCIL: TELEPHONE/MOBILES/EMAILS	2,000.00	542.12	1,000.00	2,647.90	2,710.32	Cell phones (\$25 x 7 Council members)+ VOIP (\$50.86 x 12)
01-100-200-5010 COUNCIL: POSTAGE & COURIER	1,200.00	13.25	500.00	0.00	500.00	for Council newsletter x 2
01-100-200-5014 COUNCIL: INSURANCE & DEDUCTABLES	1,150.00	1,138.46	1,139.03	1,139.03	1,139.03	See Insurance worksheet
01-100-200-5021 COUNCIL: CONSULTING	2,000.00	864.96	2,000.00	0.00	2,000.00	outside services ie council related policy and procedure updates
01-100-200-5030 COUNCIL: NEWSLETTER	3,000.00	0.00	2,000.00	605.90	0.00	use of other mediums
01-100-200-5043 COUNCIL: EXPENSE	5,000.00	869.06	1,000.00	426.47	1,000.00	Council photos, plaques, golf tournaments/events
01-100-200-5045 COUNCIL: GRANTS/DONATIONS/TRIBUTES	15,000.00	15,000.00	10,000.00	3,397.86	4,000.00	Community Grants and Donations and memorial tributes. Grant Application to be closed March 15th
01-100-200-9000 COUNCIL: RESERVE CONTRIBUTION	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	annual contribution for SMH update
TOTAL EXPENSES	236,061.00	215,568.96	211,474.59	201,587.93	206,843.65	97.81%
NET SURPLUS(DEFICIT)	236,061	215,569	211,475	201,588	206,844	97.81%

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Fire Department

		2019	2019	2020	2020	2021	
		BUDGET	YTD ACTUAL Dec 31	Budget	YTD ACTUAL Dec 31	Budget	Comments
FIRE REVENUE							
01-060-075-0556	BURN PERMIT FEES	-14,000.00	-14,200.00	-28,000.00	-26,902.00	-28,000.00	Increased fees
01-060-435-0557	ADJ/TOS FIRE DEPT EXTERNAL RECOVERY	-7,500.00	-52,781.10	-7,500.00	-13,014.60	-7,500.00	70% share of Fire Marque - Council Resolution#15-137
01-060-076-0555	ADJ/TOS FIRE DEPT. CALLS	-80,000.00	-58,470.50	-80,000.00	-64,721.00	-70,000.00	MTO billing - MVC, if HTA charges laid
	REVENUE TOTAL	-101,500.00	-125,451.60	-115,500.00	-104,637.60	-105,500.00	91.34%
FIRE EXPENSES							
01-200-410-5050	F.D. CONTRACTS & FIRE CALLS	20,000.00	20,968.69	20,000.00	17,996.75	20,000.00	Paid Agreements with N.Tec. & Clearview
01-200-410-5051	F.D. ROSEMONT FIRE BOARD LEVY	75,000.00	75,517.45	84,475.45	84,475.45	85,569.15	Contract per ByLaw#19-13 Operating - \$61,244.71 Capital - \$24,324.44
01-200-435-4998	FIRE: VFF WAGES	320,000.00	262,259.51	322,912.72	349,892.15	328,748.77	RTC on FF wages+Training Allowance
01-200-435-4999	FIRE: VFF BENEFITS	40,200.00	33,291.74	22,275.41	24,228.95	28,961.80	status quo VFIS coverage + \$1,465 for mental health
01-200-435-5001	FIRE: SALARIES & WAGES	144,000.00	129,855.75	157,712.54	194,963.44	159,605.09	Fire chief + Admin
01-200-435-5002	FIRE: BENEFITS	44,000.00	42,617.75	46,467.47	51,017.54	47,449.81	Fire chief + Admin
01-200-435-5006	FIRE: MILEAGE	2,500.00	3,177.23	3,500.00	1,939.80	3,500.00	Increase in travel to training
01-200-435-5007	FIRE: WORKSHOPS	5,500.00	4,795.45	3,500.00	2,581.64	3,500.00	Reduced Per YTD Actual
01-200-435-5009	FIRE: TELEPHONE	8,000.00	5,272.05	6,500.00	7,097.61	6,500.00	Reduction in cell phone costs
01-200-435-5013	FIRE: MEMBERHIP. ETC	1,500.00	949.58	1,500.00	644.49	1,500.00	OAFC, OAFTO, SCFCAG, FMPFSC, SCFPOA, OFCAAA, Fire Engineering, EVTAO
01-200-435-5014	FIRE: INSURANCE & DEDUCT	68,000.00	67,126.29	78,046.47	78,046.24	100,022.22	See Insurance worksheet
01-200-435-5015	FIRE: OFFICE SUPPLIES	5,000.00	4,781.99	5,000.00	3,175.87	5,000.00	Office supplies
01-200-435-5016	FIRE:EQUIP MTC. REPAIR	10,000.00	8,305.57	10,000.00	6,913.70	10,000.00	Small engines, pumps etc.

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Fire Department

	2019	2019	2020	2020	2021	
	BUDGET	YTD ACTUAL Dec 31	Budget	YTD ACTUAL Dec 31	Budget	Comments
01-200-435-5017		143,044.29	0.00	22,902.94	0.00	No Legal expected
01-200-435-5018	1,000.00	700.00	1,000.00	391.32	1,000.00	MTO cost to get Police Reports
01-200-435-5020	6,000.00	5,674.88	6,000.00	5,947.21	6,000.00	Includes all municipal H&S cost
01-200-435-5022	65,500.00	63,494.07	50,000.00	32,930.23	40,000.00	Tire Wear and failures
01-200-435-5023	12,000.00	5,886.59	12,000.00	6,899.41	12,000.00	for Vehicles
01-200-435-5026	5,900.00	5,798.61	4,500.00	6,974.17	5,500.00	updates station gear and new FFs
01-200-435-5027	24,000.00	16,646.03	24,000.00	20,267.17	24,000.00	Water \$150x4, + Water \$75 x 4, electrical and heating
01-200-435-5028	9,500.00	9,527.54	9,500.00	700.08	9,500.00	door service/repair and maintenance
01-200-435-5029	12,500.00	11,199.03	12,500.00	6,182.84	12,500.00	Radio license \$2,076.70 and repairs
01-200-435-5031	5,500.00	5,080.08	5,500.00	1,531.42	7,000.00	Fire Prevention week supplies
01-200-435-5033	13,000.00	15,052.59	16,000.00	22,667.97	18,000.00	Inflationary costs to PPE
01-200-435-5035	41,000.00	33,699.07	33,000.00	20,863.11	35,000.00	Fire College, Live fire training - Reduced per YTD Actual
01-200-435-5036	25,500.00	24,047.25	27,000.00	14,087.78	27,000.00	Inflationary costs
01-200-435-5037	2,500.00	2,843.02	3,000.00	1,250.39	2,000.00	Inflationary costs
01-200-435-5039	28,000.00	27,437.50	30,000.00	27,637.28	30,000.00	Increase as per Fire Dispatch Services Agreement
01-200-435-5040	6,100.00	3,306.96	6,000.00	848.27	4,000.00	Fuel from PW
01-200-435-5041	7,250.00	5,550.16	5,000.00	5,251.41	5,500.00	Cleaning/operational
01-200-435-5042	7,250.00	5,258.19	5,000.00	4,393.10	5,500.00	Cleaning/operational
01-200-435-5054	4,000.00	4,038.82	4,000.00	2,973.88	4,000.00	Annual dinner/fire calls
01-200-435-5061	1,500.00	446.84	1,500.00	81.39	1,500.00	Input at year end from Treasury dep't
01-200-435-6710				12,641.81	\$2,250.00	Fire Marque Cost - 30% expnese, 70% Recoverable (Structure Fire)
01-200-435-9000	150,000.00	150,000.00	200,000.00	200,000.00	0.00	Fire Reserve - will not meet anticipated future costs
EXPENSE TOTAL	1,171,700.00	1,197,650.57	1,217,390.06	1,240,396.81	1,052,606.85	86.46%
NET FIRE SERVICE OPERATING	1,070,200	1,072,199	1,101,890	1,135,759	947,107	85.95%

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
OPP

	2019	2019	2020	2020	2021		
	BUDGET	YTD ACTUAL Dec 31	Budget	YTD ACTUAL Dec 31	Budget	Comments	
REVENUE							
01-060-400-0012	OPP CREDIT	\$0.00	\$0.00	\$0.00			
01-060-400-0013	POLICING USER FEES	-1,635,000.00	-1,639,110.02	-1,647,595.00	-1,648,074.92	-1,647,595.00	Increase due to new units & rate change
01-060-400-0069	GRANT: ONTARIO	0.00	0.00	0.00			
01-060-400-0071	PROVINCIAL OFFENCES ACT	-55,000.00	-58,939.22	-55,000.00	-9,579.54	-14,500.00	Reduction due to COVID
01-060-400-9000	TRANSFER FROM RESERVES	0.00	0.00	-5,000.00	0.00	-5,000.00	Grant from OPP billings (Trf from Court Security P. Transport RE-0217)
	TOTAL REVENUE	-1,690,000.00	-1,698,049.24	-1,707,595.00	-1,657,654.46	-1,667,095.00	97.63%
EXPENSES							
01-200-400-0085	PPP: OPP	1,530,380.00	1,504,215.78	1,501,629.00	1,413,718.17	1,459,259.00	Expected OPP Billings
01-200-400-0087	PPP: OPP CERB	6,000.00	5,387.28	6,000.00	5,387.28	5,400.00	Central Emergency Reporting Bureau
01-200-400-9000	TRANSFER TO RESERVES: OPP	153,620.00	129,506.96	199,966.00	0.00	202,436.00	To Balance to Zero (Police Reserve-0236)
	TOTAL EXPENSES	1,690,000.00	1,639,110.02	1,707,595.00	1,419,105.45	1,667,095.00	97.63%
	NET SURPLUS(DEFICIT)	0	-58,939	0	-238,549	0	0.00%

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Building

		2019	2019	2020	2020	2021	
		BUDGET	YTD ACTUAL Dec 31	Budget	YTD ACTUAL Dec 31	Budget	Comments
REVENUE							
01-060-405-0090	BP DEPOSIT FORFEITURES	0.00	-12,360.00	0.00	0.00	0.00	
01-060-405-0200	BUILDING & PLUMBING PERMITS	-160,000.00	-128,251.90	-160,000.00	-187,433.52	-170,000.00	
01-060-405-0205	SEPTIC SYSTEM PERMITS	-10,000.00	-8,295.00	-10,000.00	-9,911.00	-10,000.00	
01-060-405-9000	Transfer from Reserve		0.00	-75,220.49	0.00	-146,045.74	Overdraft - No funds available in Building Stabilization Reserve 0229
01-060-405-9020	Loan from General Fund		0.00	-52,752.00	0.00		Loan to Balance per Bill 124 - Building Stabilization Reserve 0229 had insufficient funds.
TOTAL REVENUE		-170,000.00	-148,906.90	-297,972.49	-197,344.52	-326,045.74	109.42%
EXPENSES							
01-200-405-5001	BLDG/SEPTIC: SALARIES & WAGES	150,700.00	131,286.73	151,640.73	100,287.21	163,804.10	HR Worksheet
01-200-405-5002	BLDG/SEPTIC: BENEFITS	38,700.00	30,275.76	36,787.89	28,990.89	53,113.64	HR Worksheet
01-200-405-5006	BLDG/SEPTIC: MILEAGE & CAR ALLOWANCE	7,500.00	8,178.00	7,500.00	1,954.73	7,500.00	Inspections etc.(incl Fuel)
01-200-405-5007	BLDG/SEPTIC: CONFERENCES & WORKSHOPS	4,000.00	2,259.47	4,000.00	1,460.11	4,060.00	OBOA conf, MMAHcertified courses
01-200-405-5009	BLDG/SEPTIC: TELEPHONE/MOBILES	1,800.00	1,184.30	1,800.00	1,544.97	1,200.00	
01-200-405-5013	BLDG/SEPTIC: MEMBERSHIP & SUBSCRIPTIONS	1,100.00	1,711.41	1,600.00	266.93	1,827.00	OBOA, MMAH x 3
01-200-405-5014	BLDG/SEPTIC: INSURANCE & DEDUCTABLES	40,000.00	39,896.97	46,843.56	46,843.56	47,546.00	See Insurance worksheet
01-200-405-5015	BLDG/SEPTIC: OFFICE SUPPLIES	4,000.00	512.87	3,500.00	1,210.85	2,200.00	Forms etc
01-200-405-5017	BLDG/SEPTIC: LEGAL	10,000.00	6.30	10,000.00	1,047.94	10,000.00	enforce building code
01-200-405-5026	BLDG/SEPTIC: CLOTHING	800.00	625.28	800.00	0.00	800.00	\$400 x 2
01-200-405-5059	BLDG/SEPTIC: SOURCE WATER PROTECTION	25,000.00	3,450.56	33,000.00	12,913.05	33,495.00	NVCA engaged as Risk mgmt Officer - contract continuation
01-200-405-5061	BLDG/SEPTIC: PRINTING & COPIER	500.00	215.95	500.00	0.00	500.00	Internal charge
01-200-405-9000	BLDG/SEPTIC: TRANSFER TO RESERVES	54,442.00	12,360.00	0.00	0.00	0.00	
TOTAL EXPENSES		338,542.00	231,963.60	297,972.18	196,520.24	326,045.74	109.42%
NET SURPLUS(DEFICIT)		168,542	83,057	-0	-824	0.00	0%

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
By-Law

	2019	2019	2020	2020	2021		
	BUDGET	YTD ACTUAL Dec 31	Budget	YTD ACTUAL Dec 31	Budget	Comments	
REVENUE							
01-060-407-0205	DOG TAGS & KENNEL LICENCES	-25,000.00	-19,985.24	-26,000.00	-14,933.17	-20,000.00	Reduced considering 2020 Rev.
01-060-407-0557	BY-LAW/PROT: EXTERNAL RECOVERY	0.00	0.00	0.00	-100.00		
01-060-407-0560	PARKING TICKETS	-1,500.00	-1,353.60	-3,500.00	-2,763.00	-2,000.00	65% goes to Ministry of Natural Resources
	TOTAL REVENUE	-26,500.00	-21,338.84	-29,500.00	-17,796.17	-22,000.00	74.58%
EXPENSES							
01-200-407-5001	BY-LAW/PROT: SALARIES & WAGES	98,400.00	74,369.23	98,155.42	61,161.81	91,100.14	HR Worksheet
01-200-407-5002	BY-LAW/PROT: BENEFITS	16,600.00	15,115.77	15,766.24	14,404.88	17,674.52	HR Worksheet
01-200-407-5006	BY-LAW/PROT: MILEAGE & CAR ALLOWANCE	5,000.00	1,899.26	3,500.00	0.00	3,500.00	Enforcement
01-200-407-5007	BY-LAW/PROT: CONFERENCES/WORKSHOPS	1,000.00	57.86	1,000.00	585.83	1,015.00	on going educational workshops
01-200-407-5009	BY-LAW/PROT: TELEPHONE/MOBILES	600.00	518.95	600.00	584.32	600.00	
01-200-407-5013	BY-LAW/PROT: MEMBERSHIPS AND SUBSCRIPTIONS	250.00	0.00	350.00	0.00	355.25	Bylaw enforcement Association
01-200-407-5014	BY-LAW/PROT: CANINE INSURANCE & DEDUCTABLE	5,500.00	5,328.46	6,813.74	6,813.74	8,710.71	See Insurance worksheet
01-200-407-5015	BY-LAW/PROT: OFFICE SUPPLIES	250.00	78.87	2,500.00	0.00	2,500.00	Ticket books etc
01-200-407-5017	BY-LAW/PROT: LEGAL	10,000.00	30,706.07	15,380.00	24,449.98	15,600.00	asked \$20K
01-200-407-5026	BY-LAW/PROT CLOTHING	400.00	120.08	400.00	0.00	400.00	
01-200-407-5061	BY-LAW/PROT: PRINTING & COPIER	400.00	0.00	400.00	671.62	400.00	
01-200-407-5085	BY-LAW/PROT: CANINE CONTROL SERVICES/VET	20,500.00	17,065.31	20,500.00	40,239.28	20,900.00	outsourcing the service
01-200-407-5086	BY-LAW/PROT: DOG TAG COLLECTION/SUPPLIES	500.00	605.81	500.00	701.30	600.00	
	TOTAL EXPENSES	159,400.00	145,865.67	165,865.40	149,612.76	163,355.62	98.49%
	NET SURPLUS(DEFICIT)	132,900	124,527	136,365	131,817	141,356	103.66%

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Roads

		2019	2019	2020	2020	2021	
		BUDGET	YTD ACTUAL Dec 31	BUDGET	YTD ACTUAL Dec 31	BUDGET	Comments
REVENUE							
01-060-073-0099	P.W> PRIVATE WORK ORDERS/OTHER	-3,500.00	-2,900.00	-3,500.00	-200.00	-3,000.00	expected the same as LY
01-060-073-0540	P.W. INTERNAL RECOVERY	-6,100.00	-3,306.96	-13,000.00	-848.27	-13,000.00	Water and wastewater recoveries for PW services
01-060-075-0099	ENTRANCE PERMITS	-3,000.00	-3,400.00	-3,500.00	-1,600.00	-3,000.00	reduced given 2020 Rev.
01-060-075-0577	P.W. FILL PERMITS	-5,000.00	0.00	-10,000.00	0.00	-12,000.00	increased fee, increased revenue
01-060-075-0587	P.W. PERMITS	-2,150.00	-3,683.34	-3,000.00	-38,400.00	-5,000.00	Road occupancy, wide load, etc.
01-060-510-0085	P.W. MISC REVENUE	0.00	0.00		0.00	0.00	
01-060-510-0557	P.W. EXTERNAL RECOVERY	0.00	-68,494.16	0.00	-47,434.77	-10,000.00	Misc Reimbursable matters
01-060-510-9000	TRANSFER FROM RESERVES: PUBLIC WORKS	0.00	-59,629.64	0.00	0.00	0.00	
01-060-550-0098	PW: COUNTY WINTER SAND RECOVERY	-10,000.00	0.00	-5,000.00	0.00	0.00	Old item, they don't need to stop in and fill up.
TOTAL REVENUE		-29,750.00	-141,414.10	-38,000.00	-88,483.04	-46,000.00	121.05%
EXPENSES							
01-300-510-5001	PW: SALARIES/ WAGES	199,600.00	182,794.72	200,797.68	173,594.48	215,540.94	HR Worksheet - Includes, Director, Supervisor, Team Lead, Asset Mgmt, Admin
01-300-510-5002	PW: BENEFITS	320,782.00	245,512.46	329,653.74	272,957.18	350,458.60	HR Worksheet
01-300-510-5006	PW: MILEAGE	2,000.00	2,751.70	2,200.00	1,019.06	2,200.00	Site visites etc.Milage at conferences
01-300-510-5007	PW: CONFERENCE/WORKSHOPS	12,500.00	12,348.01	12,500.00	5,059.60	12,500.00	2x Supervision Training 2x Grader Training 2x Road \Snow school training. All staff chain saw Training First Aid

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Roads

		2019	2019	2020	2020	2021	
		BUDGET	YTD ACTUAL Dec 31	BUDGET	YTD ACTUAL Dec 31	BUDGET	Comments
01-300-510-5009	PW: TELEPHONE/MOBILES	5,000.00	3,194.52	5,000.00	5,183.25	4,500.00	Roads staff cell phones
01-300-510-5012	PW: ADVERTISING & PROMOTION	3,200.00	5,836.19	5,000.00	2,785.97	4,000.00	Local paper Ads for Hiring Staff
01-300-510-5013	PW: MEMBERSHIP & SUBSCRIPTIONS	1,836.00	6,706.40	2,200.00	10,921.09	2,200.00	Annual professional memberships for all staff. ARSO..ORBA..SCRS..
01-300-510-5014	PW: INSURANCE & DEDUCTABLES	303,000.00	335,342.60	367,684.06	368,553.98	466,624.99	See Insurance worksheet
01-300-510-5015	PW: OFFICE SUPPLIES	2,648.00	3,018.27	2,700.00	3,465.24	2,700.00	Misc Supplies
01-300-510-5017	PW: LEGAL FEES	5,000.00	41,599.05	20,000.00	36,145.73	20,000.00	Sufficient for 2 claims (deductibles) per year
01-300-510-5020	PW: HEALTH & SAFETY	2,000.00	1,133.14	2,000.00	1,361.62	1,500.00	Training, materail & supplies + PPE.
01-300-510-5025	PW: SHOP MATERIALS & SUPPLIES	14,000.00	13,565.44	14,000.00	24,261.16	14,000.00	consumables items,
01-300-510-5026	PW: CLOTHING	8,568.00	4,651.66	9,000.00	8,235.78	9,000.00	Allowance for One winter jacket and one pair of boots per year. @ \$700.00 ea.
01-300-510-5027	PW: UTILITIES	31,620.00	25,325.49	30,000.00	22,820.03	30,000.00	Based on historical energy consumption
01-300-510-5028	PW: BUILDING MAINTENANCE	15,000.00	20,500.02	22,500.00	39,469.75	18,000.00	Door Repairs, Heating sys repairs, Oil/water Sep. maint. (Deferred Maint)
01-300-510-5029	PW: RADIO COMMUNICATIONS	3,000.00	2,792.24	6,000.00	5,993.04	5,000.00	New radios for new fleet. Plus service calls for upgrades to system
01-300-510-5030	PW: TRANSFER TO INSURANCE RESERVE	20,000.00	20,000.00	20,000.00	20,000.00	0.00	Insurance Reserve 0425
01-300-510-5033	PW: MISC. TOOL, PARTS. ETC	1,500.00	331.05	2,500.00	2,270.01	2,200.00	small misc tools

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Roads

		2019	2019	2020	2020	2021	
		BUDGET	YTD ACTUAL Dec 31	BUDGET	YTD ACTUAL Dec 31	BUDGET	Comments
01-300-510-5061	PW: PRINTING & COPIER	2,000.00	875.61	3,500.00	1,264.72	2,500.00	Lease, paper, and allowance for large format printing
01-300-510-6710	PW: REIMBURSABLE EXPENSE	0.00	0.00	0.00	43,593.90	10,000.00	Misc Reimbursable matters
01-300-510-9000	PW: TRANSFER TO RESERVES	411,000.00	408,825.00	411,000.00	366,563.11	0.00	Past year - \$40K to Capital aqu. Reserve. \$310K for equipment, Reserve MNR \$5K Expected (Total rev acct 01-060-072-0068 will be trfed), Streetlight repayment \$56K to Working Fund Reserve
01-300-510-9020	PW: TRANSFER TO CAPITAL		51,307.39				
01-300-540-5003	PW: SUMMER MAINT. WAGES	459,800.00	385,439.16	458,135.43	443,889.87	465,257.06	HR Worksheet - 11 Full Time, 2 summer Students
01-300-540-5015	PW: GRAVEL PIT MATERIALS/SUPPLIES/REHABILITATION	1,000.00	689.00	2,500.00	1,280.55	3,500.00	New Gate Required
01-300-540-5030	PW: MAINT: EMERGENCY EVENTS	67,000.00	93,304.99	70,000.00	22,896.00	70,000.00	For unplanned/emergency events - materials only (MDRAP Grant will kick in if above 3% own purpose Rev)
01-300-540-5044	PW: SIGN REFLECTIVITY		0.00	500.00	0.00	0.00	Transferred to sign maintenance.
01-300-540-5060	PW: GARBAGE DISPOSAL	5,000.00	5,335.69	5,000.00	6,630.71	5,000.00	Includes allowance for regular disposal of o/g or Hazardous Materials. This years disposal billed to COVID
01-300-550-5004	PW: WINTER CONTROL: WAGES	527,600.00	348,765.25	569,703.08	371,410.18	572,346.72	HR Worksheet - 11 Full Time, for 2 Patrollers changed approach
01-300-550-5015	Winter Damage			2,000.00	7,897.87	2,000.00	Damage to private property

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Roads

		2019	2019	2020	2020	2021	
		BUDGET	YTD ACTUAL Dec 31	BUDGET	YTD ACTUAL Dec 31	BUDGET	Comments
01-300-550-5025	PW: WINTER CONTROL: MATERIALS	180,000.00	206,716.82	208,000.00	183,800.80	205,000.00	Salt and Sand - New tender for 2020.
01-300-580-5022	PW: EQUIPMENT REPAIRS	240,000.00	301,380.64	240,000.00	269,761.04	245,000.00	Aging equipment and historical deferred maintenance
01-300-580-5023	PW: FUEL	150,000.00	159,351.79	150,000.00	117,518.78	150,000.00	based on YTD actual
01-300-590-0008	ST. LIGHTS: NEW INSTALLATION	7,500.00	7,708.32	7,500.00	2,963.30	7,500.00	Allowance for 4 to 6 (depends on whether or not existing poles can be used)
01-300-590-5027	ST. LIGHTS: HYDRO	22,523.00	22,509.59	22,000.00	19,706.22	20,000.00	461 LED streetlights
01-300-590-5062	ST. LIGHTS: REPAIRS	7,500.00	7,298.59	7,500.00	9,114.14	10,000.00	material and labour not in warranty
01-300-590-5064	ST. LIGHTS LOCATES				1,170.24	1,500.00	Two Staff now Trained for Locates Inhouse.
01-300-591-5027	SIDEWALK REPAIRS	0.00	0.00	1,000.00	0.00	2,000.00	Allowance for renting grinder for several days.
01-310-511-5025	POT HOLE MATERIAL Hot Mix			15,000.00	12,176.67	25,000.00	Material for Hot Box
01-310-512-5025	POT HOLE MATERIAL Cold Mix	22,500.00	17,885.26	10,000.00	15,653.21		different materials not needed New Hot Box
01-310-511-5047	Asphalt Repair Contract			50,000.00	47,349.35	100,000.00	Contract setup for Asphalt blowouts - 255.102 centerline meters insufficient.
01-310-513-5047	Road Painting			15,000.00	0.00	15,000.00	Painting of 10 Side Rd Adjala, Conc 3 Adjala, 15 Side Rd Tos. Invoice not recived from county
01-310-514-5047	SUMMER SWEEPING CONTRACT	22,500.00	20,076.23	22,500.00	14,448.90	15,000.00	Sweeping contract (April to September)
01-310-515-5022	SHOULDERING WASHOUT REPAIR MATERIAL	20,700.00	0.00	10,000.00	742.23	13,500.00	Shoulder work planned for spring 2021

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Roads

		2019	2019	2020	2020	2021	
		BUDGET	YTD ACTUAL Dec 31	BUDGET	YTD ACTUAL Dec 31	BUDGET	Comments
01-310-515-5025	SHOULDERING MATERIAL	2,500.00	156.18	3,500.00	349.38	0.00	Combined with washout materials.
01-320-516-5047	DUST CONTROL CONTRACT	109,000.00	106,576.90	135,000.00	89,190.78	110,000.00	Based on \$0.25 per liter at application rate of 3500 T/lane km. New tender required for 2020 (\$0.25x3500x152)
01-320-517-5049	GRADING EQUIPMENT RENTAL	5,000.00	0.00	7,500.00	0.00	7,500.00	Rental of Packer, rollers and Harrow.
01-320-518-5025	GRAVEL ROADS MATERIAL	152,000.00	95,058.40	210,000.00	163,567.41	200,000.00	This allows 100 mm every 10 years at \$15 per tonne. New tender for 2020 ((8 mtr x 0.1mtr x 76000mtr x 2.3 ton/m3 x \$15)/10) + addressing gravel Rds during spring thaw.
01-330-519-5025	TREE REMOVAL MATERIAL	500.00	2,544.00	3,000.00	1,221.12	6,000.00	Wind damage, Old tree removal and Ash tree removal.
01-330-520-5025	Guiderail Maintenance			7,000.00	4,797.67	7,000.00	CGR maintenance in-house. SBGR maintenance outsourced.
01-330-522-5047	DITCHING CONTRACT	165,000.00	52,754.51	115,000.00	82,433.13	115,000.00	600 km of ditches to be maintained x 10 hr x \$160/day. Gets us 100 days of ditches or 40km of ditching in a year with a full cycle every 15 years
01-330-523-5025	ENTRANCE CULVERT MATERIAL	20,000.00	1,180.42	20,000.00	7,706.81	10,000.00	New culverts as required.
01-330-529-5025	SIGN MAINTENANCE MATERIAL	5,000.00	7,948.12	15,000.00	27,908.49	15,000.00	New sign installation and old sign replacement.
XXX	TRAFFIC CALMING MEASURES				0.00	0.00	

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Roads

		2019	2019	2020	2020	2021	
		BUDGET	YTD ACTUAL Dec 31	BUDGET	YTD ACTUAL Dec 31	BUDGET	Comments
XXX	PW: ONT. INFRASTRUCTURE LOAN PAYMENT					102,720.00	2021 new proposed Capital \$2,051,074, 20 years @ 3% (Estimated)
01-330-531-5047	TRAFFIC ENGINEERING CONTRACT	14,000.00	11,087.42	12,000.00	9,595.97	12,000.00	material testing, Misc data collection (OSUM every 2 years)
01-340-525-5034	BRIDGE INSPECTIONS CONTRACT	14,000.00	15,777.26	18,000.00	31,768.14	17,500.00	O. Reg. 104/97 (74 Assets)
01-300-530-5025	BRIDGE MAINTENANCE MATERIAL/CONTRACT					15,000.00	Maintenance of Bridge Structures
01-340-528-5025	CROSS CULVERT MAINTENANCE MATERIAL	26,500.00	6,451.84	32,000.00	8,841.89	30,000.00	New cross culverts as required.
	TOTAL EXPENSES	3,611,377.00	3,264,407.34	3,912,573.99	3,391,309.55	3,748,248.32	95.80%
	NET SURPLUS(DEFICIT)	3,581,627	3,122,993	3,874,574	3,302,827	3,702,248	95.55%

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
PW Misc

	2019	2019	2020	2020	2021	
	BUDGET	YTD ACTUAL Dec 31	Budget	YTD ACTUAL Dec 31	Budget	Comments
REVENUE						
01-060-073-0030	-50,500.00	0.00	-41,250.00	0.00	-30,000.00	75% of Drain Maint. Exp
TOTAL REVENUE	-50,500.00	0.00	-41,250.00	0.00	-30,000.00	72.73%
EXPENSES						
01-100-320-5027	48,500.00	35,068.70	35,000.00	23,807.67	35,000.00	Propane - Based on expense trends
01-100-320-5028	22,750.00	39,779.89	40,000.00	22,171.08	40,000.00	Based on expense trends
01-100-320-5045	10,500.00	14,683.96	15,000.00	11,081.60	15,000.00	twice/week fast growing else once/week - \$380/cut
01-100-320-9000	110,000.00	110,000.00	110,000.00	110,000.00	0.00	Building Assessment 0428
01-500-700-5012	0.00	0.00	0.00	0.00	0.00	
01-500-700-8010	500.00	0.00	500.00	0.00	0.00	
01-600-830-0008	0.00	0.00	0.00	0.00	0.00	
01-600-830-5001	500.00	400.00	500.00	400.00	500.00	
01-600-830-5028	7,500.00	7,021.45	8,500.00	7,021.45	7,500.00	Includes a small allowance for PW to do maintenance
01-700-950-5028	66,000.00	53,304.63	55,000.00	43,989.32	40,000.00	Estimated 75% of Drain Maint. Expense paid by benefiting land owners (Revenue in 01-060-073-0030)
01-700-950-5038	26,500.00	45,727.61	41,000.00	68,215.93	50,000.00	50% OMFRA Grant in Corporate (Revenue 01-060-072-0061)
TOTAL EXPENSES	292,750.00	305,986.24	305,500.00	286,687.05	188,000.00	61.54%
NET SURPLUS/(DEFICIT)	242,250	305,986	264,250	286,687	158,000	59.79%

TOWNSHIP OF ADJALA-TOSORONTIO

Operating Budget 2021

Parks

		2019	2019	2020	2020	2021	
		BUDGET	YTD ACTUAL Dec 31	Budget	YTD ACTUAL Dec 31	Budget	Comments
REVENUE							
01-060-810-0565	FACILITY RENTALS	-9,000.00	-12,865.00	-12,000.00	-2,210.00	-12,000.00	
	TOTAL REVENUE	-9,000.00	-12,865.00	-12,000.00	-2,210.00	-12,000.00	100.00%
EXPENSES							
01-600-810-5001	P & R: SALARIES & WAGES	15,200.00	6,412.59	15,248.71	9,594.07	15,431.69	HR Worksheet
01-600-810-5002	P & R: BENEFITS	4,600.00	3,025.75	4,814.45	3,284.13	4,711.04	HR Worksheet
01-600-810-5006	P & R: MILEAGE	300.00	0.00	300.00	57.91	300.00	
01-600-810-5007	P & R: CONFERENCES/WORKSHOPS	1,000.00	80.00	1,000.00	630.47	1,000.00	ORFA/CSA Buildings and ground certification
01-600-810-5014	P & R: INSURANCE & DEDUCTABLE	28,540.00	27,570.88	33,037.72	33,037.72	41,778.29	See Insurance worksheet
01-600-810-5027	P & R: UTILITIES	1,500.00	1,780.83	2,000.00	1,703.19	2,030.00	Hydro
01-600-810-5028	P & R: MAINTENANCE & REPAIRS	13,000.00	12,939.83	15,000.00	5,548.65	15,000.00	compliance with CSA (Canadian Stands Asso)
01-600-810-5045	P & R: GRASS CUTTING	17,000.00	26,203.22	25,000.00	20,321.43	25,000.00	Tender required for 2020
01-600-810-5050	P & R: RECREATION SERVICES	5,000.00	587.05	2,500.00	1,075.00	2,500.00	Resolution 19-85 - non-residential recreational surcharge refund
01-600-810-9000	P & R: TRANSFER TO RESERVES	10,000.00	10,000.00	10,000.00	10,000.00	0.00	
01-600-810-5200	P & R: Community Development COMMITTEE EVENTS	5,000.00	1,394.80	5,000.00	2,618.39	5,000.00	Allocation for Committee - Discretionary
	TOTAL EXPENSES	101,140.00	89,994.95	113,900.88	87,870.96	112,751.02	98.99%
	NET SURPLUS(DEFICIT)	92,140	77,130	101,901	85,661	100,751	98.87%

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Water

		2019	2019	2020	2020	2021	
		BUDGET	YTD ACTUAL Dec 31	Budget	YTD ACTUAL Dec 31	Budget	Comments
REVENUE							
01-060-074-0611	WATER METERS SOLD	-150.00	0.00	-2,500.00	0.00	0.00	Allowance for 4 new connections - Colgan
01-060-074-0612	PENALTIES	-13,000.00	-12,289.00	-11,000.00	-10,003.41	-11,000.00	Late pmts - 5% each bill
01-060-074-0614	WATER CONNECTION FEES	-10,500.00	0.00	-42,000.00	0.00	0.00	Allowance for 4 new connections - Colgan
01-060-074-0615	ADJ-TOS WATER SYSTEM USER FEE	-850,000.00	-833,149.87	-835,006.40	-918,273.21	-856,622.93	Billed quarterly
01-060-074-0615	ADJ-TOS WATER SYSTEM USER FEE					-277,700.00	\$277,700/1,013 users = \$274.14 each in 2021
01-060-074-0620	ONT.INFRASTRUCTURE LOAN - WATER	-385,400.00	-385,391.60	-385,400.00	-378,803.25	-385,391.60	Loan from General Fund (Working Fund Reserve-0350) to Water to Cover Deficit
TOTAL REVENUE		-1,259,050.00	-1,230,830.47	-1,275,906.40	-1,307,079.87	-1,530,714.53	119.97%
EXPENSES							
01-400-680-0006	WATER: ONT. INFRASTRUCTURE LOAN PAYMENT	385,400.00	384,883.21	385,400.00	378,803.25	385,391.60	\$485,391.60 to repay \$5M loan to I/O - Balance on Dec 2021 = \$2,554,244.88
01-400-680-0007	Interest paid to General Fund			7,080.00	0.00	9,877.62	Water outstanding loan from General Fund (plug to Balance)
01-400-680-5000	Services provided by PW			10,000.00	0.00	10,000.00	Cut trees, gravel, snow removal, locates, emergency response, etc.

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Water

		2019	2019	2020	2020	2021	
		BUDGET	YTD ACTUAL Dec 31	Budget	YTD ACTUAL Dec 31	Budget	Comments
01-400-680-5001	WATER: SALARIES & WAGES	39,800.00	40,672.40	40,025.62	36,713.58	48,263.69	HR Worksheet - A portion of all salaries
01-400-680-5002	WATER: BENEFITS	12,700.00	11,680.36	12,309.96	7,841.01	12,565.33	HR Worksheet - A portion of all salaries
01-400-680-5006	WATER: MILEAGE & CAR ALLOWANCE	850.00	0.00	500.00	44.63	500.00	For after hours emergency response and/or training, conferences, etc.
01-400-680-5007	WATER: CONFERENCE/WORKSHOPS	3,000.00	181.21	2,500.00	3,185.09	2,500.00	Capacity building
01-400-680-5009	WATER: TELEPHONE/PAGERS/MOBILES	6,500.00	6,503.27	6,500.00	6,513.60	6,500.00	Landline for drinking water system alarms
01-400-680-5010	WATER: POSTAGE & COURIER	4,000.00	4,000.00	4,000.00	0.00	5,000.00	Water billing and arrears notices - increased to reflect increased postage costs
01-400-680-5012	WATER: ADVERTISING & PROMOTION	700.00	193.34	500.00	1,256.91	1,000.00	Water maintenance notifications increased to reflect actuals
01-400-680-5013	WATER: MEMBERSHIP & SUBSCRIPTIONS	200.00	0.00	200.00	25.00	200.00	
01-400-680-5014	WATER: INSURANCE & DEDUCTABLES	16,000.00	15,811.67	17,875.98	17,875.98	21,093.43	See Insurance worksheet
01-400-680-5015	WATER: OFFICE SUPPLIES	1,000.00	50.86	1,000.00	541.71	1,000.00	Allowance for Large Format Printing
01-400-680-5021	WATER: CONSULTING	5,000.00	0.00	5,000.00	5,000.00	2,500.00	
01-400-680-5022	WATER: EQUIPMENT /REPAIRS	1,000.00	2,235.56	3,000.00	2,431.69	3,000.00	Allowance for unscheduled maintenance (distribution, not treatment)
01-400-680-5023	WATER: FUEL	250.00	250.00	250.00	124.55	250.00	Emergency response, Water shut off/turn on, water metre repairs
01-400-680-5025	WATER: MATERIALS AND SUPPLIES	66,980.00	61,309.60	70,000.00	76,043.91	70,000.00	Emergency expenditure requests from OCWA

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Water

	2019	2019	2020	2020	2021	
	BUDGET	YTD ACTUAL Dec 31	Budget	YTD ACTUAL Dec 31	Budget	Comments
01-400-680-5027 WATER: HYDRO	75,365.00	71,255.98	76,000.00	61,318.84	76,000.00	
01-400-680-5028 WATER: Property Tax			16,472.86	20,293.02	16,472.86	CF RTC/RTQ for Water
01-400-680-5029 WATER - LICENSING PROGRAM	7,000.00	4,314.85	7,000.00	268.80	7,000.00	
01-400-680-5045 WATER: GRASS CUTTING	12,900.00	13,412.04	12,900.00	11,351.40	12,900.00	
01-400-680-5050 WATER CONTRCT-OCWA	519,000.00	505,492.67	530,000.00	500,464.40	540,600.00	2% increase per contract
01-400-680-5056 WATER- CONNECTION STUDY	0.00	0.00		0.00	12,900.00	
01-400-680-5058 WATER: PEER REVIEW	10,000.00	0.00	5,000.00	304.70	2,500.00	
01-400-680-9000 WATER: TRANSFER TO RESERVES	91,405.00	108,583.45	62,391.98	176,677.80		Balancing \$ being trf credited to Balance (not real surplus)
01-400-680-XXXX WATER: TRANSFER TO CAPITAL					277,700.00	2021 Capital Projects \$277,700 funded by users
01-400-680-9010 WATER: TRANSFER TO RESERVE FUNDS	0.00	0.00			5,000.00	
TOTAL EXPENSES	1,259,050.00	1,230,830.47	1,275,906.40	1,307,079.87	1,530,714.53	119.97%
NET SURPLUS(DEFICIT)	0	0	0.00	0.00	-0.00	N.A

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Waste Water

	2019 BUDGET	2019 YTD ACTUAL Dec 31	2020 Budget	2020 YTD ACTUAL Dec 31	2021 Budget	Comments
REVENUE						
01-060-074-0610 ADJ-TOS SEWERS	-131,400.00	-131,593.60	-131,400.00	-131,950.99	-131,400.00	\$1,314 x 100 homes
01-060-074-0610 ADJ-TOS SEWERS					-29,600.00	One time falt fee - \$29,600/100 = \$296 per user
01-060-074-0616 TRANSFER FROM RESERVES - SEWERS	-33,100.00	-56,617.51	-85,640.00		-85,756.00	Draw Loan from Working Fund Reserve-0350 to balance budget
TOTAL REVENUE	-164,500.00	-188,211.11	-217,040.00	-131,950.99	-246,756.00	113.69%
EXPENSES						
01-400-690-5000 Services provided by PW		0.00	3,000.00	0.00	3,000.00	Gravel, snow removal, locates etc.
01-400-690-5001 SEWER: SALARIES & WAGES	11,000.00	10,896.64	11,014.08	5,826.41	11,146.25	HR Worksheet - A portion of all admin salaries
01-400-690-5002 SEWER: BENEFITS	3,100.00	2,653.80	2,979.39	797.30	2,963.38	HR Worksheet - A portion of all admin salaries
01-400-690-5007 SEWER: CONFERENCE/WORKSHOP	1,000.00	0.00	1,000.00	0.00	1,000.00	
01-400-690-5014 SEWER - INSURANCE & DEDUCTABLES	13,500.00	13,064.86	15,046.47	15,046.47	15,046.47	See Insurance worksheet
01-400-690-5021 SEWER: CONSULTING	10,000.00	0.00	10,000.00	10,000.00	10,000.00	Engineering for existing system
01-400-690-5025 SEWER: MATERIALS	40,000.00	47,367.35	50,000.00	0.00	50,000.00	As facility continues to age, repairs increase and risk increases - CHECK FOR MISCODING
01-400-690-5027 SEWERS - UTILITIES	21,000.00	24,084.81	22,000.00	12,609.94	22,000.00	
01-400-690-5050 SEWERS-CONTRACT OCWA	79,050.00	90,105.44	82,000.00	79,542.48	82,000.00	Operating, Chemicals, Reporting, Sampling etc.

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Waste Water

	2019 BUDGET	2019 YTD ACTUAL Dec 31	2020 Budget	2020 YTD ACTUAL Dec 31	2021 Budget	Comments
01-400-690-5056 SEWERS- CONNECTION STUDY	2,500.00	0.00		0.00		Ontario Regulation 453/07 - plan update required every 5 years
01-400-690-5058 SEWERS: PEER REVIEW	20,000.00	38.21	20,000.00	0.00	20,000.00	Master Servicing Plan (Forcemain fom New Horizon to proposed Far Sight Membrane Bioreactor)
01-400-690-9000 SEWERS:TRANSFER TO RESERVES	-36,650.00	0.00		8,128.00		
01-400-690-XXXX SEWERS:TRANSFER TO CAPITAL					29,600.00	2021 Capital Projects \$29,600 funded by users
TOTAL EXPENSES	164,500.00	188,211.11	217,039.94	131,950.60	246,756.10	113.69%
NET SURPLUS(DEFICIT)	0	0	-0	-0	0	N.A.

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Planning

	2019 BUDGET	2019 YTD ACTUAL Dec 31	2020 Budget	2020 YTD ACTUAL Dec 31	2021 Budget	Comments	
REVENUE							
01-060-072-0063	GRANT: EDC COUNTY	0.00	0.00	0.00	-50,000.00	0.00	2020 Grant for Hamlet Signs
01-060-072-0073	DEFERRED REVENUE: EDC GRANT	0.00	0.00	0.00	0.00	0.00	
01-060-076-0325	ADMINISTRATION FEES	-15,000.00	-106,776.54	-15,000.00	-115,915.57	-20,000.00	Subdivision late fee (anticipating lower outstanding balances)
01-060-076-0800	SUBDIVISION PREPARATION FEES	-10,000.00	0.00	-10,000.00	0.00	0.00	no allocated growth for New Subdivisions
01-060-076-0832	PLAN: SITE PLAN FEES	-10,250.00	-400.00	-10,000.00	-5,800.00	-10,000.00	Requirement for Natural Heritage studies (\$550/application)
01-060-076-0850	OFFICIAL PLAN/ZONING BY-LAW APP FEES	-15,000.00	-21,187.50	-10,000.00	-14,075.00	-15,000.00	Council approval for zoning matters
01-060-076-0899	ZONING/ BY-LAW COMPLIANCE	-3,000.00	-3,750.00	-3,000.00	-5,275.00	-4,000.00	Zoning Letters, certificates for NVCA
01-060-076-0930	COMMITTEE OF ADJUSTMENT APP. FEES	-15,000.00	-19,800.00	-15,000.00	-16,100.00	-15,000.00	COA Approval For Zoning Matters
01-060-900-0557	PLANNING: EXTERNAL RECOVERY	0.00	0.00	-2,500.00	0.00	0.00	Cost acknowledgement
01-060-900-9000	TRANSFER FROM RESERVES: PLANNING	0.00	0.00			0.00	
01-060-xxx-xxxx	PLANNING: Misc Revenue				-2,042.50	-2,000.00	Farmers Market Revenue
01-060-900-9010	TRANSFER FROM RESERVE FUNDS: PLANNING	0.00	0.00			-150,000.00	to fund potential LPAT and Civil matter litigation cost. from Planning Reserve 0440
	TOTAL REVENUE	-68,250.00	-151,914.04	-65,500.00	-209,208.07	-216,000.00	329.77%

EXPENSES

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Planning

		2019	2019	2020	2020	2021	
		BUDGET	YTD ACTUAL Dec 31	Budget	YTD ACTUAL Dec 31	Budget	Comments
01-700-900-5001	PLANNING: SALARIES & WAGES	221,000.00	132,945.92	185,833.90	153,169.45	173,255.56	HR Worksheet
01-700-900-5002	PLANNING: BENEFITS	70,800.00	49,427.76	58,568.98	58,065.50	49,370.43	HR Worksheet
01-700-900-5006	PLANNING: MILEAGE & CAR ALLOWANCE	2,100.00	661.24	2,100.00	477.16	1,500.00	
01-700-900-5007	PLANNING: CONFERENCES & WORKSHOPS	3,000.00	1,346.17	3,000.00	2,070.81	3,000.00	OPPI conf, on going training
01-700-900-5009	PLANNING: TELEPHONE & MOBILES	1,000.00	887.71	750.00	985.54	750.00	Senior Planner
01-700-900-5010	PLANNING: POSTAGE & COURIER	2,000.00	335.05	2,000.00	6.48	2,000.00	
01-700-900-5012	PLANNING: ADVERTISING & PROMOTION	2,000.00	6,387.47	2,000.00	4,170.42	2,000.00	
01-700-900-5013	PLANNING: MEMBERSHIP & SUBSCRIPTIONS	1,000.00	1,244.02	1,000.00	1,056.90	1,200.00	OACA
01-700-900-5017	PLANNING: LEGAL CONSULTING	45,000.00	41,153.09	30,000.00	20,400.31	30,000.00	Allowance for legal expenses (Lawyer Consulting fees)
01-700-900-5021	PLANNING: CONSULTING FEES	30,000.00	49,696.25	20,000.00	49,875.86	27,000.00	Expenses related to no planner & phasein new planner
01-700-900-5025	PLANNING: MATERIAL & SUPPLIES	2,500.00	8,437.28	2,500.00	671.89	2,500.00	Purchase of signs
01-700-900-5030	PLANNING: OTHER EXPENSES	600.00	74.47	600.00	54.04	600.00	
01-700-900-5061	PLANNING: PRINTING & COPIER	2,500.00	623.82	7,500.00	152.98	2,000.00	Allowance for large format printer
01-700-900-5200	PLANNING: ECONOMIC DEVELOPMENT Farmer's Market COMMITTEE	5,000.00	671.61	5,000.00	4,936.70	6,050.00	\$4K committed for RED (Prov - Rural Economic Development) - Farmers Market \$3,600+ \$1050 YLM Annual Maintenance (EDC Business Directory)

TOWNSHIP OF ADJALA-TOSORONTIO
Operating Budget 2021
Planning

		2019	2019	2020	2020	2021	
		BUDGET	YTD ACTUAL Dec 31	Budget	YTD ACTUAL Dec 31	Budget	Comments
01-700-900-6072	PLANNING: MISC STUDIES		0.00		39,465.72	0.00	per Resolution number 214-2020 (Municipal Sustainability Study \$84,700 + Urban Design Guidelines \$19,000 +Municipal Engineering Design Standards \$19,850 + Natural Heritage Systems Strategy \$24,000)
01-700-900-6320	Planning/Development Litigation		0.00	0.00	302,929.85	150,000.00	LPAT and Civil matter
01-700-900-8050	PLANNING: OFFICIAL PLAN/ZONING BY-LAW	5,000.00	2,358.34	2,500.00	0.00	5,000.00	
01-700-900-8054	PLANNING: ECONOMIC DEVELOPMENT	50,000.00	27,781.80	15,000.00	8,395.20	10,000.00	No allowance for any incremental E. Dvlp Activities e.g. rebranding, farmers market, etc.
01-700-900-8060	PLANNING: LPAT CONSULTANT'S FEES	50,000.00	3,861.79	50,000.00	0.00	40,000.00	
01-700-900-9000	PLANNING: TRANSFER TO RESERVES	20,000.00	20,000.00	20,000.00	20,000.00	0.00	
	TOTAL EXPENSES	513,500.00	347,893.79	408,352.88	666,884.81	506,225.98	123.97%
	NET SURPLUS(DEFICIT)	445,250	195,980	342,853	457,677	290,226	84.65%

TOWNSHIP OF ADJALA-TOSORONTIO

Operating Budget 2021

Committee of Adjustment

	2019 BUDGET	2019 YTD ACTUAL Dec 31	2020 Budget	2020 YTD ACTUAL Dec 31	2021 Budget	Comments
REVENUE	0	0	0	0	0	
TOTAL REVENUE	0.00	0.00	0.00	0.00	0.00	0.00%
EXPENSES						
01-700-930-5005 COA SALARIES & WAGES	2,000.00	1,301.52	1,813.85	967.36	1,774.80	W/Sheet per ND
01-700-930-5030 COA: OTHER EXPENSES	600.00	85.98	600.00	27.21	100.00	Meals etc.
01-700-930-5006 COA: MILEAGE	1,000.00	446.58	1,000.00	418.47	1,000.00	Members milage for site visits
01-700-930-5007 COA: COFERENCES & WORKSHOPS	5,500.00	3,158.48	7,000.00		3,500.00	Council member's Conference (if any) will be transferred/(reported) along with Council Expenses for section 284 Report.
01-700-930-5013 COA: MEMBERSHIPS & SUBCRIPTIONS	875.00	540.32	900.00		900.00	OACA Memberships
TOTAL EXPENSES	9,975.00	5,532.88	11,313.85	1,413.04	7,274.80	64.30%
NET SURPLUS(DEFICIT)	9,975	5,533	11,314	1,413	7,275	64.30%

TOWNSHIP OF ADJALA-TOSORONTIO
CAPITAL BUDGET SUMMARY 2021

	2019 Budget	2020 Budget	2021 Requested	Taxation	Grants	Dvlp. Charges	Debt	Reserve	Other	Comments
Total Capital Needs	\$3,194,005	\$5,919,115	\$4,377,950	\$106,500	\$2,449,952	\$0	\$2,700	\$2,650,822	\$711,841	Total of LY for comparison purposes
Community Development Services	\$2,774,055	\$4,493,200	\$3,792,200	\$21,000	\$240,926	\$0	\$2,051,074	\$1,014,500	\$464,700	
Water	\$68,700	\$266,000	\$321,150	\$0	\$0	\$0	\$0	\$43,450	\$277,700	
Waste water	\$6,000	\$28,000	\$29,600	\$0	\$0	\$0	\$0	\$0	\$29,600	
Facilities and Recreation	\$15,500	\$408,275	\$122,000	\$0	\$0	\$0	\$0	\$122,000	\$0	
FIRE	\$114,500	\$701,500	\$100,000	\$0	\$0	\$0	\$0	\$100,000	\$0	
IT	\$165,250	\$22,140	\$13,000	\$0	\$0	\$0	\$0	\$13,000	\$0	
PLANNING	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Grand Total	\$3,194,005	\$5,919,115	\$4,377,950	\$21,000	\$240,926	\$0	\$2,051,074	\$1,292,950	\$772,000	Total = \$4,377,950

TOWNSHIP OF ADJALA-TOSORONTIO

CAPITAL BUDGET 2021

Funding

Justification sheet / Description	Dept	Project Name	2021 Requested	Taxation	Grants	Dvlp. Charges	Debt	Reserve	Other	Comments	Multi Year	2022 Budget	2023 Budget	2024 Budget	2025 Budget	
Justification sheet-1	C o m m u n i t y D e v e l o p m e n t	Concession Road 4 Hard-Topping - Phase 2	\$350,000		\$178,426		\$171,574			Debt from Infrastructure Ontario, 25 years @3% + Grant \$178,426	No	\$0	\$0	\$0	\$0	
Justification sheet-2		Structure 64 Replacement	\$539,500					\$90,500	\$449,000	Gas Tax = \$449K + Police Reserve-0236 = \$90,500	No	\$0	\$0	\$0	\$0	
Justification sheet-3		Structure 19 Replacement					\$0	\$0			Moved to future years	No	\$0	\$0	\$0	\$0
Justification sheet-4		Minor Rehabilitations of Bridges and Culverts at Various Locations	\$548,500					\$379,500	\$169,000		Debt from Infrastructure Ontario, 25 years @3% 100,000 Police Reserve-0236 20,000 Building Assessment Upgrade Reserve 0428 49,000 Capital Tax Levy 0430	No	\$0	\$0	\$0	\$0
Justification sheet-5		Concession Road 7 Resurfacing/Reconstruction from 5 Sideroad Tosorontio to County Road 5	\$0	\$0							Moved to future years	Yes	\$0	\$0	\$0	\$0
Justification sheet-6		Concession Road 6 Resurfacing/Reconstruction from Highway 89 to Rosemount Creek Bridge	\$0	\$0							Moved to future years	Yes	\$0	\$0	\$0	\$0
Justification sheet-7		Concession Road 3 Resurfacing/Reconstruction from Mad River Bridge to County Road 12	\$0	\$0							Moved to future years	Yes	\$0	\$0	\$0	\$0
Justification sheet-8		FCM AMP Development	\$62,500			\$50,000			\$12,500		Contingent on receiving MAMP Grant \$50K + Equipment Reserve 0422 \$12,500	No	\$0	\$0	\$0	\$0
Justification sheet-9		Concession Road 2 Single Surface Treatment Overlay - Lots 6 and 7 Tosorontio	\$36,700	\$21,000						\$15,700	Gas Tax \$15,700	No	\$0	\$0	\$0	\$0

TOWNSHIP OF ADJALA-TOSORONTIO

CAPITAL BUDGET 2021

Funding

Justification sheet / Description	Dept	Project Name	2021 Requested	Funding						Comments	Multi Year	2022 Budget	2023 Budget	2024 Budget	2025 Budget
				Taxation	Grants	Dvlp. Charges	Debt	Reserve	Other						
Justification sheet-10		Replacement One ton Truck. Addition of plow wing and Salt box	\$75,000					\$75,000		Equipment Reserve 0422	No	\$0	\$0	\$0	\$0
Justification sheet-11		Replacement Flail boom	\$53,000					\$53,000		Equipment Reserve 0422	No	\$0	\$0	\$0	\$0
Justification sheet-12		New water Tank replacing Water Tank 1	\$50,000					\$50,000		Equipment Reserve 0422	No	\$0	\$0	\$0	\$0
Justification sheet-13		Replacement of the CAT loader in the Public works South yard.	\$240,000					\$240,000		Police Reserve-0236	No	\$0	\$0	\$0	\$0
Justification sheet-14		Plow Truck replacement	\$312,000					\$312,000		Equipment Reserve 0422	No	\$0	\$0	\$0	\$0
Justification sheet-14-A		Bridge 18 Replacement - Preliminary Design	\$25,000		\$12,500			\$12,500		50% Capital Tax Levy 0430 + NDNP Grant (50% funding, contingent on approval)	Yes	\$0	\$1,500,000	\$0	\$0
Council Driven		2 year plan - of various gravel Roads hard topping.	\$1,500,000				\$1,500,000			Loan from Infrastructure Ontario, Repayment of Laon be funded by Future Gas Tax	Yes	\$0	\$0	\$0	\$0
Total Community Development Services			\$3,792,200	\$21,000	\$240,926	\$0	\$2,051,074	\$1,014,500	\$464,700			\$0	\$1,500,000	\$0	\$0

Justification sheet-15	Water	Colgan DWS - Various Capital Upgrades	\$9,700					\$9,700		Water Systems RF-0165	No	\$0	\$0	\$0	\$0	
Justification sheet-16		Everett DWS - Various Capital Upgrades	\$195,500						\$195,500		Funded by user fee	No	\$0	\$0	\$0	\$0
Justification sheet-17		Hockley DWS - Various Capital Upgrades	\$11,250						\$11,250		Water Systems RF-0165	No	\$0	\$0	\$0	\$0
Justification sheet-18		Lisle DWS - Various Capital Upgrades	\$9,000						\$9,000		Water Systems RF-0165	No	\$0	\$0	\$0	\$0
Justification sheet-19		Loretto Heights DWS - Various Capital Upgrades	\$13,500						\$13,500		Water Systems RF-0165	No	\$0	\$0	\$0	\$0
Justification sheet-20		Rosemont DWS - Various Capital Upgrades	\$27,000							\$27,000	Funded by user fee	No	\$0	\$0	\$0	\$0
Justification sheet-21		Weca DWS - Various Capital Upgrades	\$55,200							\$55,200	Funded by user fee	No	\$0	\$0	\$0	\$0
Total Water			\$321,150	\$0	\$0	\$0	\$0	\$43,450	\$277,700		No	\$0	\$0	\$0	\$0	

TOWNSHIP OF ADJALA-TOSORONTIO

CAPITAL BUDGET 2021

Funding

Justification sheet / Description	Dept	Project Name	2021 Requested	Funding							Multi Year	2022 Budget	2023 Budget	2024 Budget	2025 Budget
				Taxation	Grants	Dvlp. Charges	Debt	Reserve	Other	Comments					
Justification sheet-22	Waste water	New Horizons WWTP - Various Capital Upgrades	\$29,600						\$29,600	Funded by user fee	No	\$0	\$0	\$0	\$0
Justification sheet-23	F a c i l i t & a t	Baseball diamond rehabilitation	\$25,000					\$25,000		Parks Reserve-0230 \$25K	No	\$0	\$0	\$0	\$0
Justification sheet-24		Baseball dugout repair	\$30,000					\$30,000		Parks Reserve-0230 \$30K	No	\$0	\$0	\$0	\$0
Justification sheet-25		Building/Bylaw dedicated 4 wheel drive vehicle (Base model)	\$42,000					\$42,000		Investment Reserve -0352	No	\$0	\$0	\$0	\$0
Justification sheet-25-A		Fuel Management System	\$25,000					\$25,000		Equipment Reserve 0422	No	\$0	\$0	\$0	\$0
Total Facilities & Recreation			\$122,000	\$0	\$0	\$0	\$0	\$122,000	\$0			\$0	\$0	\$0	\$0
Justification sheet-26	F I R E	Station 1 roof and ceiling repairs	\$60,000					\$60,000		Fire Reserve 0410	No	\$0	\$0	\$0	\$0
Justification sheet-27		Station 2 - Loretto ceiling and insulation replacement/repairs.	\$40,000					\$40,000		Fire Reserve 0410	No	\$0	\$0	\$0	\$0
Total Fire Budget			\$100,000	\$0	\$0	\$0	\$0	\$100,000	\$0			\$0	\$0	\$0	\$0
Justification sheet-28	IT	Replace Municipal IT Server	\$13,000					\$13,000		I.T. Hardware-0351	No	\$0	\$0	\$0	\$0
Grand Total			\$4,377,950	\$21,000	\$240,926	\$0	\$2,051,074	\$1,292,950	\$772,000			\$0	\$1,500,000	\$0	\$0

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **1**

Project Amount **\$350,000**
 Budget Year **2021**

DIRECTOR -
DIVISION Public Works
PROJECT CONTACT Steve Kimberley
PROJECT PRIORITY

DEPARTMENT Community Development Services
Tangible Capital Asset Plan Ref
Project start date July 2021
Project completion date Summer 2021

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) **Concession Road 4 Hard-Topping - Phase 2**

General Location	Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house	
				X			Outsource	X

PROJECT LOCATION Concession Road 4 from intersection at 25 Sideroad Adjala to about 1400 metres north
PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required)
 Hard-top conversion of existing gravel road including apron tie-ins at the intersection of 25 Sideroad Adjala. The hard-topping shall include additional granular base and a double surface treatment. Scope of work also includes some minor work to the Bridge over Sheldon Creek (Structure 23), such as a wearing surface rehabilitation and guiderail repairs/replacement.

Reason for the Project (Justification)
 This project will deliver improved network connectivity by providing Concession Road 4 with a hard top pavement surface extending from Highway 9 to Highway 89. Council approved funding for a phase of Concession Road 4 hard-topping in 2020 with an informal consensus to complete the hard-topping of the remaining gravel-surfaced section in 2021. Note: Surface treatment will perform satisfactorily and is of considerably lower cost than hot mix asphalt.

IMPACT OF NOT PROCEEDING IN 2021 - Cost of Failure
 Not proceeding would result in this 1400 metre section of Concession Road 4 remaining gravel-surfaced. Also, Structure 23 would not receive beneficial improvements.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design					\$0				
Equipment					\$0				
Labour					\$0				
Supplies and Material					\$0				
Contract Services					\$0				
Prime Contractor			\$350,000		\$350,000				
Consulting					\$0				
					\$0				
					\$0				
	\$0	\$0	\$350,000	\$0	\$350,000	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

	Amount	Specify Details of Reserve Fund/DC Reserve/Other
Tax Levy		
Gas Tax		
MNR Levy		
Reserve		
Reserve Fund		
DC Reserve Fund		
Capital Carry-Fwd		
Other	\$350,000	Debt from Infrastructure Ontario, 25 years @3.5% - \$171,574 + Grant \$178,426
Total Funding	\$350,000	

Additional information related to Development Charges

Project # & Description in DC Study	
Year in DC Study	
% of DC Funding allowed in DC Study	

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **2**

Project Amount **\$539,500**
 Budget Year **2021**

DIRECTOR _____
DIVISION Public Works
PROJECT CONTACT Steve Kimberley
PROJECT PRIORITY _____

DEPARTMENT Community Development Services
Tangible Capital Asset Plan Ref _____
Project start date Summer 2021
Project completion date Summer 2021

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) **Structure 64 Replacement**

General Location	Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house	
				X			Outsource	X

PROJECT LOCATION Concession Road 6 at about 1.25 km north of 5 Sideroad Tosorontio
PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required) Construction for the replacement of a failed Corrugated Steel Pipe Arch culvert located at the bottom of a steep valley under deep backfill cover. Structural Engineer determined that a 3.6 metre diameter replacement Corrugated Steel Pipe will provide the greatest economic value to the Township. Road closure will be required for a 7 week duration, during Summer 2021.

Reason for the Project (Justification) Structural Engineer recommends replacement as soon as possible due to the poor physical condition of the culvert. Council approved the design phase for the project through the 2020 capital budget.

IMPACT OF NOT PROCEEDING IN 2021 - Cost of Failure Increase potential risk of unplanned service disruption.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design					\$0				
Equipment					\$0				
Labour					\$0				
Supplies and Material					\$0				
Contract Services			\$29,500		\$29,500				
Prime Contractor			\$510,000		\$510,000				
Consulting					\$0				
					\$0				
					\$0				
	\$0	\$0	\$539,500	\$0	\$539,500	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

	Amount
Tax Levy	
Gas Tax	
MNR Levy	
Reserve	\$90,500
Reserve Fund	\$449,000
DC Reserve Fund	
Capital Carry-Fwd	
Other	
Total Funding	\$539,500

Specify Details of Reserve Fund/DC Reserve/Other

Police Reserve
Gas Tax

Additional information related to Development Charges

Project # & Description in DC Study	
Year in DC Study	
% of DC Funding allowed in DC Study	

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **4**

Project Amount **\$548,500**
 Budget Year **2021**

DIRECTOR -
DIVISION Public Works
PROJECT CONTACT Steve Kimberley
PROJECT PRIORITY

DEPARTMENT Community Development Services
Tangible Capital Asset Plan Ref
Project start date Summer 2021
Project completion date Summer 2021

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) **Minor Rehabilitations of Bridges and Culverts at Various Locations**

General Location	Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house	
		X	X	X			Outsource	X

PROJECT LOCATION Various - see attached.
PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required) Minor rehabilitations at four (4) bridge and culvert locations, which are as follows: (1.) Concession Road 7 over Bailey Creek, (2.) Concession Road 2 over Sheldon Creek tributary, (3.) 25 Sideroad at Concession Road 2 over Sheldon Creek Tributary, and (4.) Concession Road 7 over Bailey Creek Tributary. Refer to attached map.

Reason for the Project (Justification) Rehabilitation will allow the Township to realize additional service life from these assets at a significantly reduced cost than the alternative of replacement, which would otherwise be required within the foreseeable future. Given the the Township's capital needs and current funding levels, it is absolutely necessary to rehabilitate rather than replace structures wherever possible. The project is in line with sound asset management principles.

IMPACT OF NOT PROCEEDING IN 2021 - Cost of Failure If these rehabilitations are not carried out, each one of these structures will require costly replacement within the next 10 years. Deferral of this project is highly discouraged, given other competing capital needs within this 10 year timeframe, for which there is insufficient funding.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design	\$27,000				\$27,000				
Equipment					\$0				
Labour					\$0				
Supplies and Material					\$0				
Contract Services		\$25,000			\$25,000				
Prime Contractor			\$496,500		\$496,500				
Consulting					\$0				
					\$0				
					\$0				
	\$27,000	\$25,000	\$496,500	\$0	\$548,500	\$0	\$0	\$0	\$0

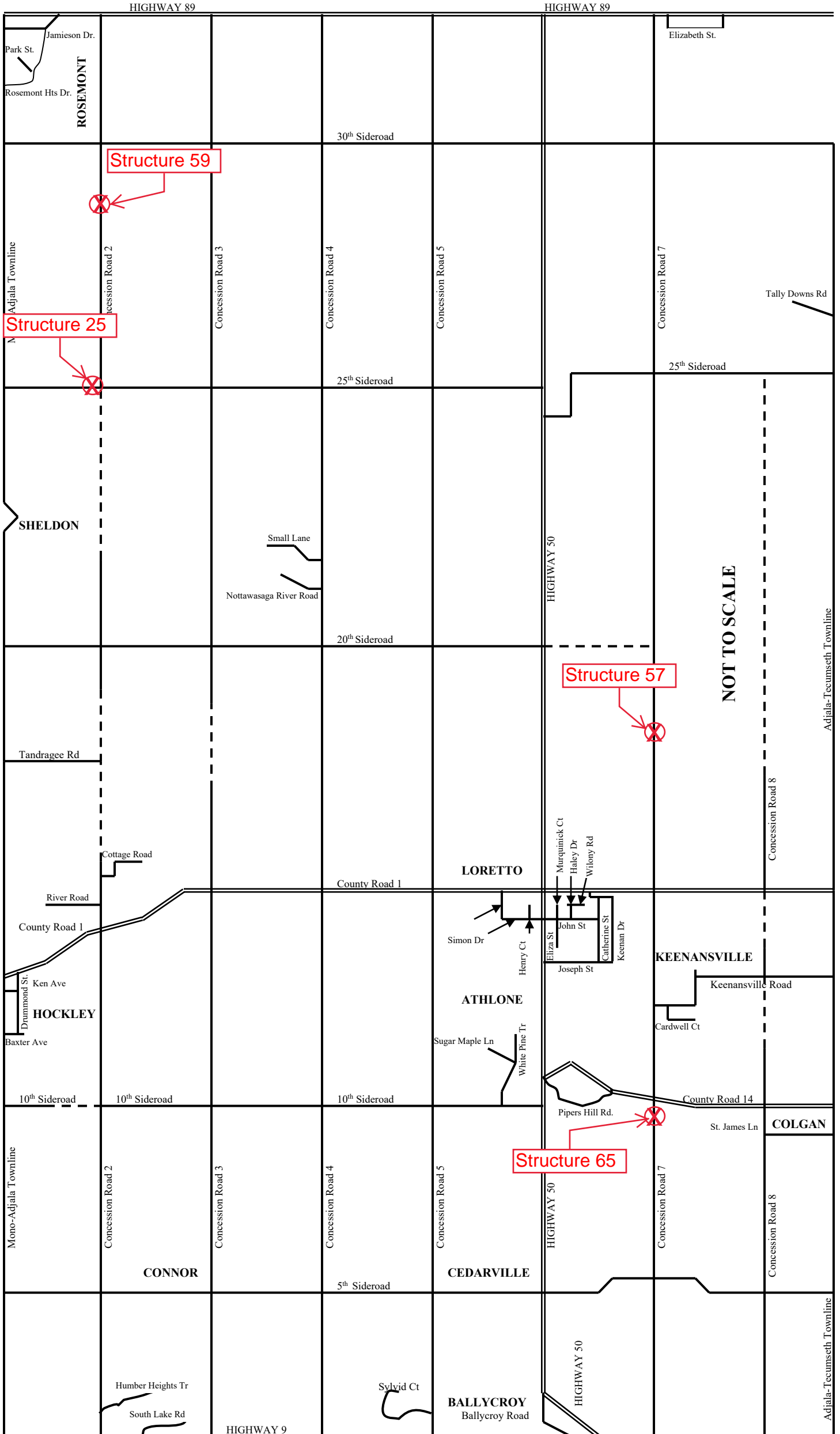
C - CAPITAL FUNDING

	Amount	Specify Details of Reserve Fund/DC Reserve/Other
Tax Levy		
Gas Tax		
MNR Levy		
Reserve	\$169,000	100,000 OPP+20,000 Bld Ass+ 49,000 Capital
Reserve Fund		
DC Reserve Fund		
Capital Carry-Fwd		
Other	\$379,500	Debt from Infrastructure Ontario
Total Funding	\$548,500	

Additional information related to Development Charges

Project # & Description in DC Study
 Year in DC Study
 % of DC Funding allowed in DC Study

(separate multiple projects with commas)



TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **8**

Project Amount **\$62,500**
 Budget Year **2021**

DIRECTOR -
DIVISION Public Works
PROJECT CONTACT Steve Kimberley
PROJECT PRIORITY

DEPARTMENT Community Development Services
Tangible Capital Asset Plan Ref
Project start date Spring 2021
Project completion date Summer 2021

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) **FCM AMP Development**

General Location	Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house	
	X						Outsource	X

PROJECT LOCATION Township-wide
PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required)
 The project will support the continued development of the Township's asset management planning. The work will address existing data gaps as necessary to meet the requirements of O. Reg. 588/17, which are currently being phased in.

Reason for the Project (Justification)
 The FCM-MAMP2 grant program covers up to 80% of the costs related to asset management plan development, up to a maximum of \$50,000. The next regulatory milestone requires that a Council-approved asset management plan detailing the current levels of service for core infrastructure be published by July 1, 2021.

IMPACT OF NOT PROCEEDING IN 2021 - Cost of Failure
 This must be completed in order to meet the forthcoming requirements under O. Reg. 588/17. The grant program provides an excellent opportunity to leverage the Township's funding to engage a contractor/consultant to meet this task. If the project does not proceed, the Township must find another means of completing this work.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design					\$0				
Equipment					\$0				
Labour					\$0				
Supplies and Material					\$0				
Contract Services		\$62,500			\$62,500				
Prime Contractor					\$0				
Consulting					\$0				
					\$0				
					\$0				
	\$0	\$62,500	\$0	\$0	\$62,500	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

	Amount
Tax Levy	
Gas Tax	
MNR Levy	
Reserve	\$12,500
Reserve Fund	
DC Reserve Fund	
Capital Carry-Fwd	
Other	\$50,000
Total Funding	\$62,500

Specify Details of Reserve Fund/DC Reserve/Other

Equipment Reserve 0422
Contingent on receiving MAMP Grant

Additional information related to Development Charges

Project # & Description in DC Study	
Year in DC Study	
% of DC Funding allowed in DC Study	

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **9**

Project Amount **\$36,700**
 Budget Year **2021**

DIRECTOR -
DIVISION Public Works
PROJECT CONTACT Steve Kimberley
PROJECT PRIORITY

DEPARTMENT Community Development Services
Tangible Capital Asset Plan Ref
Project start date Summer 2021
Project completion date Summer 2021

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) **Concession Road 2 Single Surface Treatment Overlay - Lots 6 and 7 Tosorontio**

General Location

Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house
			X			Outsource X

PROJECT LOCATION Concession Road 2 from 5 Sideroad Tosorontio to Boyne River Road (1150 metres)
PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required) The existing pavement will receive a single surface treatment overlay to extend the life of the road.

Reason for the Project (Justification) A Single Surface Treatment Overlay is a feasible treatment solution for low traffic roads where the pavement is in "fair" condition (i.e. Pavement Condition Index = +/-65) and indications of fatigue failure such as potholes and rutting are not present. This project represents good asset management, delivering a return on investment of 11.2%. Note: surface treatment is of considerably lower cost than hot mix asphalt and will perform similarly.

IMPACT OF NOT PROCEEDING IN 2021 - Cost of Failure Deferred maintenance will result in higher overall costs. By extending the life of a pavement in a cost-effective manner and deferring the need for more costly intervention, the Township can prioritize more of its capital spending on other competing priorities. Spending sooner means spending less, and thereby enables the Township to deliver more projects.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design					\$0				
Equipment					\$0				
Labour					\$0				
Supplies and Material					\$0				
Contract Services					\$0				
Prime Contractor			\$36,700		\$36,700				
Consulting					\$0				
					\$0				
					\$0				
	\$0	\$0	\$36,700	\$0	\$36,700	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

	Amount
Tax Levy	\$21,000
Gas Tax	
MNR Levy	
Reserve	
Reserve Fund	\$15,700
DC Reserve Fund	
Capital Carry-Fwd	
Other	
Total Funding	\$36,700

Specify Details of Reserve Fund/DC Reserve/Other

Gas Tax

Additional information related to Development Charges

Project # & Description in DC Study	
Year in DC Study	
% of DC Funding allowed in DC Study	

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **10**

Project Amount **\$75,000**
 Budget Year **2021**

DIRECTOR	-
DIVISION	Public Works
PROJECT CONTACT	Jon Hardy
PROJECT PRIORITY	3

DEPARTMENT	Community Development Services
Tangible Capital Asset Plan Ref	
Project start date	01-Apr-21
Project completion date	01-Jun-21

A - PROJECT DETAILS

PROJECT TITLE
 (Max. 50 characters) Replacement One ton Truck. Addition of plow wing and Salt box

General Location	Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house	
	X						Outsource	X

PROJECT LOCATION
PROJECT DESCRIPTION
 (Max. 256 characters - attach Word document more description is required) Replacement of the One Ton work truck (Replace 2007, Unit D2) with the addition of a plow wing and Salt box in the North Yard.

Reason for the Project (Justification)
 This vehicle is fourteen years old and has been a workhorse. The dump box has been twisted and the doors are difficult to open. The interior is very rusty with holes in the floors, and the seats are completely worn out. The plow wing and Salt box will allow winter operations capability to maintain MMS with new Bridge weight restrictions.

IMPACT OF NOT PROCEEDING IN 2021
Cost of Failure Our One tons are used for all types of maintenance including haulage of materials and removal of large roadkill, hauling sign posts to job sites and gabion to culvert jobs they are essential to many public works operations. Without them our operations would be greatly reduced. The addition of a plow wing and Salt box is a fiscally responsible solution to the new load restrictions on several of the townships Bridges. Also increasing costs in O&M for equipment repairs and maintenance.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design					\$0				
Equipment		\$75,000			\$75,000				
Labour					\$0				
Supplies and Material					\$0				
Contract Services					\$0				
Prime Contractor					\$0				
Consulting					\$0				
					\$0				
					\$0				
	\$0	\$75,000	\$0	\$0	\$75,000	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

	Amount
Tax Levy	
Gas Tax	
MNR Levy	
Reserve	\$75,000
Reserve Fund	
DC Reserve Fund	
Capital Carry-Fwd	
Other	
Total Funding	\$75,000

Specify Details of Reserve Fund/DC Reserve/Other

Equipment Reserve 0422

Additional information related to Development Charges

Project # & Description in DC Study	
Year in DC Study	
% of DC Funding allowed in DC Study	

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **11**

Project Amount **\$53,000**
 Budget Year **2021**

DIRECTOR -
DIVISION Public Works
PROJECT CONTACT Jon Hardy
PROJECT PRIORITY 5

DEPARTMENT Infrastructure and Development
Tangible Capital Asset Plan Ref
Project start date 01-Apr-21
Project completion date 01-Jun-21

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) Replacement Flail boom

General Location	Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house	
	X						Outsource	X

PROJECT LOCATION
PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required)
 New flail boom for John Deere Tractor - Brusher (Tree Flail).

Reason for the Project (Justification)
 The boom is a necessary piece of equipment for maintaining sightlines to MMS efficiently. It is also used to cut brush and vegetation in our ditchlines clearing potential flooding. The boom has cracked and worn main hydraulic hoses, the main bearings are unbalanced now due to wearing. This makes the boom shake while operating and adds to premature wearing. Replacement parts and labor would be just as expensive as replacing the whole unit, however may not last as long.

IMPACT OF NOT PROCEEDING IN 2021 Cost of Failure
 Maintaining safe sightlines for residents is a constant year round operation, Having this flail allows one man to clear any vegetation township wide. Not replacing this equipment would add increased manpower resources, longer operation times and pull other resource from planned operations. Also increasing costs in O&M for equipment repairs and maintenance.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design					\$0				
Equipment		\$53,000			\$53,000				
Labour					\$0				
Supplies and Material					\$0				
Contract Services					\$0				
Prime Contractor					\$0				
Consulting					\$0				
					\$0				
					\$0				
	\$0	\$53,000	\$0	\$0	\$53,000	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

	Amount
Tax Levy	
Gas Tax	
MNR Levy	
Reserve	\$53,000
Reserve Fund	
DC Reserve Fund	
Capital Carry-Fwd	
Other	
Total Funding	\$53,000

Specify Details of Reserve Fund/DC Reserve/Other

Equipment Reserve 0422

Additional information related to Development Charges

Project # & Description in DC Study	
Year in DC Study	
% of DC Funding allowed in DC Study	

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **12**

Project Amount **\$50,000**
 Budget Year **2021**

DIRECTOR -
DIVISION Public Works
PROJECT CONTACT Jon Hardy
PROJECT PRIORITY 4

DEPARTMENT Community Development Services
Tangible Capital Asset Plan Ref
Project start date 01-Apr-21
Project completion date 01-Jun-21

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) Replacement Water Tank

General Location	Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house	
	X						Outsource	X

PROJECT LOCATION
PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required) New water Tank replacing Water Tank 1

Reason for the Project (Justification) Replacement of aging water tanks for grading operations, With the new type tanks we can facilitate Bridge and structure washing. The old tanks are rusty they leak and are difficult to maintain and service safely.

IMPACT OF NOT PROCEEDING IN 2021 - Cost of Failure We have noticed the benefit of these new tanks since purchasing one last year. The new tanks are quicker to fill they are designed to be removed easily. They also give us a better application for grading operations. Also increasing costs in O&M for equipment repairs and maintenance for the old tanks.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design					\$0				
Equipment		\$50,000			\$50,000				
Labour					\$0				
Supplies and Material					\$0				
Contract Services					\$0				
Prime Contractor					\$0				
Consulting					\$0				
					\$0				
					\$0				
	\$0	\$50,000	\$0	\$0	\$50,000	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

	Amount	Specify Details of Reserve Fund/DC Reserve/Other
Tax Levy		
Gas Tax		
MNR Levy		
Reserve	\$50,000	Equipment Reserve 0422
Reserve Fund		
DC Reserve Fund		
Capital Carry-Fwd		
Other		
Total Funding	\$50,000	

Additional information related to Development Charges

Project # & Description in DC Study
 Year in DC Study
 % of DC Funding allowed in DC Study

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **13**

Project Amount **\$240,000**
 Budget Year **2021**

DIRECTOR -
 DIVISION Public Works
 PROJECT CONTACT Jon Hardy
 PROJECT PRIORITY 2

DEPARTMENT Community Development Services
 Tangible Capital Asset Plan Ref
 Project start date 01-Apr-21
 Project completion date 01-Oct-21

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) Replacement Loader

General Location	Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house
	X						X

PROJECT LOCATION
 PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required)
 Replacement of the CAT loader in the Public works South yard.

Reason for the Project (Justification)
 This unit will be turning twenty one years old in 2021. It has many maintenance issues including: A rotted loading bucket, The main loaderarm pins are damaged, The hydraulic pistons are worn and loose, Valve heads are leaking oil and the transmission is slipping.

IMPACT OF NOT PROCEEDING IN 2021 - Cost of Failure
 This loader is the only way to load all the plow trucks in the south yard, efficient loading is ecental to our route times .Also increasing costs in O&M for equipment repairs and maintenance.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design					\$0				
Equipment		\$240,000			\$240,000				
Labour					\$0				
Supplies and Material					\$0				
Contract Services					\$0				
Prime Contractor					\$0				
Consulting					\$0				
					\$0				
					\$0				
	\$0	\$240,000	\$0	\$0	\$240,000	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

	Amount
Tax Levy	
Gas Tax	
MNR Levy	
Reserve	\$240,000
Reserve Fund	
DC Reserve Fund	
Capital Carry-Fwd	
Other	
Total Funding	\$240,000

Specify Details of Reserve Fund/DC Reserve/Other

Police Reserve

Additional information related to Development Charges

Project # & Description in DC Study	
Year in DC Study	
% of DC Funding allowed in DC Study	

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **14**

Project Amount **\$312,000**
 Budget Year **2021**

DIRECTOR -
DIVISION Public Works
PROJECT CONTACT Jon Hardy
PROJECT PRIORITY 1

DEPARTMENT Community Development Services
Tangible Capital Asset Plan Ref
Project start date 01-Apr-21
Project completion date 01-Oct-21

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) **Plow Truck replacement**

General Location	Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house	
	X						Outsource	X

PROJECT LOCATION
PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required)
 This is the replacement of plow truck T-11

Reason for the Project (Justification)
 This vehicle is seventeen years old an has many maintenance issues including problems with the electrical system, hydraulic Salt spinners and rotting Frame.

IMPACT OF NOT PROCEEDING IN 2021 - Cost of Failure
 Increased down time will result in insufficient resourses to meet MMS winter maintenance requirements.Also increasing costs in O&M for equipment repairs and maintenance.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
					\$0				
Order		\$170,000			\$170,000				
Delivery				\$142,000	\$142,000				
					\$0				
					\$0				
					\$0				
					\$0				
					\$0				
					\$0				
					\$0				
					\$0				
	\$0	\$170,000	\$0	\$142,000	\$312,000	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

	Amount	Specify Details of Reserve Fund/DC Reserve/Other
Tax Levy		
Gas Tax		
MNR Levy		
Reserve	\$312,000	Equipment Reserve 0422
Reserve Fund		
DC Reserve Fund		
Capital Carry-Fwd		
Other		
Total Funding	\$312,000	

Additional information related to Development Charges

Project # & Description in DC Study	
Year in DC Study	
% of DC Funding allowed in DC Study	

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **14-A**

Project Amount **\$25,000**
 Budget Year **2021**

DIRECTOR -
DIVISION Public Works
PROJECT CONTACT Steve Kimberley
PROJECT PRIORITY

DEPARTMENT Community Development Services
Tangible Capital Asset Plan Ref
Project start date
Project completion date

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) **Bridge 18 Replacement - Preliminary Design**

General Location	Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house
				X			Outsource X

PROJECT LOCATION Concession Road 6 over the Boyne River (about 850 metres south of 5 Sideroad Tosorontio)
PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required) The scope of includes a preliminary engineering design to support the replacement of this existing 25.5 metre, two span concrete deck on steel girder bridge, which has recently been recommended for weight restrictions. This preliminary 30% design will provide a degree of certainty with respect to the future cost and schedule implications. Grant funding opportunity is available to offset costs.

Reason for the Project (Justification) The recent weight restrictions on this structure have greatly reduced the utility of Concession Road 6. Repair/rehabilitation of the bridge is not recommended for the following reasons: (1) The existing steel girders only have about 20 years of life remaining, (2) rehabilitation cannot address frequent flooding/ ice jam issues at this location, (3) narrow 5.8 metre wide platform (single vehicle path) should be updated, especially given growth projections in Everett (note: project is DC-eligible).

IMPACT OF NOT PROCEEDING IN 2021 - Cost of Failure Due to weight restrictions, the bridge will continue to offer limited utility until some kind of capital work is carried out. This proposed scope of work takes a step in the right direction by supporting the future bridge replacement. Note: this step may also position the Township well for any future competitive grant opportunities applicable to large-scale infrastructure projects.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design			\$25,000		\$25,000				
Equipment					\$0				
Labour					\$0				
Supplies and Material					\$0				
Contract Services					\$0				
Prime Contractor					\$0		\$1,500,000		
Consulting					\$0				
					\$0				
					\$0				
	\$0	\$0	\$25,000	\$0	\$25,000	\$0	\$1,500,000	\$0	\$0

C - CAPITAL FUNDING

	Amount	Specify Details of Reserve Fund/DC Reserve/Other
Tax Levy		
Gas Tax		
MNR Levy		
Reserve	\$12,500	Capital Tax Levy 0430
Reserve Fund		
DC Reserve Fund		
Capital Carry-Fwd		
Other	\$12,500	NDNP Grant (50% funding, contingent on
Total Funding	\$25,000	

Additional information related to Development Charges

Project # & Description in DC Study	
Year in DC Study	
% of DC Funding allowed in DC Study	

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **15**

Project Amount **\$9,700**
 Budget Year **2021**

DIRECTOR -
DIVISION Community Development Services
PROJECT CONTACT Steve Kimberley
PROJECT PRIORITY

DEPARTMENT Community Development Services
Tangible Capital Asset Plan Ref
Project start date
Project completion date

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) Colgan DWS - Various Capital Upgrades

General Location	Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house
		X					Outsource X

PROJECT LOCATION Concession Road 8, Colgan
PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required) The scope includes: Sodium Silicate pump rebuild kit, Automatic Relief Valve for UV Header, Chlorine Analyzer Probes and Caps, New PH Probes for Chlorine Analyzers, and Valve box extensions and Distribution Parts

Reason for the Project (Justification) As per OCWA recommendations which were further screened by staff.

IMPACT OF NOT PROCEEDING IN 2020 - Cost of Failure Regulatory non-compliance and deferred maintenance, which could negatively affect service delivery.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design					\$0				
Equipment					\$0				
Labour					\$0				
Supplies and Material					\$0				
Contract Services			\$9,700		\$9,700				
Prime Contractor					\$0				
Consulting					\$0				
					\$0				
					\$0				
	\$0	\$0	\$9,700	\$0	\$9,700	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

	Amount
Tax Levy	
Gas Tax	
MNR Levy	
Reserve	\$9,700
Reserve Fund	
DC Reserve Fund	
Capital Carry-Fwd	
Other	
Total Funding	\$9,700

Specify Details of Reserve Fund/DC Reserve/Other

Water Systems RF-0165

Additional information related to Development Charges

Project # & Description in DC Study	
Year in DC Study	
% of DC Funding allowed in DC Study	

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **16**

Project Amount **\$195,500**
 Budget Year **2021**

DIRECTOR -
DIVISION Community Development Services
PROJECT CONTACT Steve Kimberley
PROJECT PRIORITY

DEPARTMENT Community Development Services
Tangible Capital Asset Plan Ref
Project start date
Project completion date

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) Everett DWS - Various Capital Upgrades

General Location	Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house
					X		Outsource X

PROJECT LOCATION 8186 Main Street, Everett
PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required)
 Scope includes: Chemical pump replacements/rebuilds, Flow meters, Hydrant Painting, Distribution valve box extensions/curb box repairs, Pumphouse piping/valve replacements, New Generator for Ballpark Pumphouse (\$75 K), Swabbing, Replace Failed surge Pressure tank(\$65 K), 2 New Sample Stations installed, and Probes and Caps for Chlorine Analyzers

Reason for the Project (Justification) As per OCWA recommendations which were further screened by staff.

IMPACT OF NOT PROCEEDING IN 2020 - Cost of Failure Regulatory non-compliance and deferred maintenance, which could negatively affect service delivery.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design					\$0				
Equipment					\$0				
Labour					\$0				
Supplies and Material					\$0				
Contract Services			\$195,500		\$195,500				
Prime Contractor					\$0				
Consulting					\$0				
					\$0				
					\$0				
	\$0	\$0	\$195,500	\$0	\$195,500	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

	Amount	Specify Details of Reserve Fund/DC Reserve/Other
Tax Levy		
Gas Tax		
MNR Levy		
Reserve		
Reserve Fund		
DC Reserve Fund		
Capital Carry-Fwd		
Other	\$195,500	Funded by user fee
Total Funding	\$195,500	

Additional information related to Development Charges

Project # & Description in DC Study	
Year in DC Study	
% of DC Funding allowed in DC Study	

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **17**

Project Amount **\$11,250**
 Budget Year **2021**

DIRECTOR -
DIVISION Community Development Services
PROJECT CONTACT Steve Kimberley
PROJECT PRIORITY

DEPARTMENT Community Development Services
Tangible Capital Asset Plan Ref
Project start date
Project completion date

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) **Hockley DWS - Various Capital Upgrades**

General Location	Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house	
			X				Outsource	X

PROJECT LOCATION 12 Baxter Avenue, Hockley
PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required)
 The scope includes: Singer Valve Repair, New Probes and Caps for Chlorine Analyzers, Pressure tank replacement, Redlion System upgrades, and Piping replacement in pump house

Reason for the Project (Justification) As per OCWA recommendations which were further screened by staff.

IMPACT OF NOT PROCEEDING IN 2020 - Cost of Failure Regulatory non-compliance and deferred maintenance, which could negatively affect service delivery.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design					\$0				
Equipment					\$0				
Labour					\$0				
Supplies and Material					\$0				
Contract Services			\$11,250		\$11,250				
Prime Contractor					\$0				
Consulting					\$0				
					\$0				
					\$0				
	\$0	\$0	\$11,250	\$0	\$11,250	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

	Amount	Specify Details of Reserve Fund/DC Reserve/Other
Tax Levy		
Gas Tax		
MNR Levy		
Reserve	\$11,250	Water Systems RF-0165
Reserve Fund		
DC Reserve Fund		
Capital Carry-Fwd		
Other		
Total Funding	\$11,250	

Additional information related to Development Charges

Project # & Description in DC Study	
Year in DC Study	
% of DC Funding allowed in DC Study	

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **18**

Project Amount **\$9,000**
 Budget Year **2021**

DIRECTOR -
DIVISION Community Development Services
PROJECT CONTACT Steve Kimberley
PROJECT PRIORITY

DEPARTMENT Community Development Services
Tangible Capital Asset Plan Ref
Project start date
Project completion date

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) Lisle DWS - Various Capital Upgrades

General Location	Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house	
						X	Outsource	X

PROJECT LOCATION 50 Princess Drive, Lisle
PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required)
 The scope includes: New Probes and Caps for Chlorine Analyzers, New PH Probes, Hydrant Painting, Chemical pump Rebuilds, and Swabbing

Reason for the Project (Justification) As per OCWA recommendations which were further screened by staff.

IMPACT OF NOT PROCEEDING IN 2020 - Cost of Failure Regulatory non-compliance and deferred maintenance, which could negatively affect service delivery.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design					\$0				
Equipment					\$0				
Labour					\$0				
Supplies and Material					\$0				
Contract Services			\$9,000		\$9,000				
Prime Contractor					\$0				
Consulting					\$0				
					\$0				
					\$0				
	\$0	\$0	\$9,000	\$0	\$9,000	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

	Amount
Tax Levy	
Gas Tax	
MNR Levy	
Reserve	\$9,000
Reserve Fund	
DC Reserve Fund	
Capital Carry-Fwd	
Other	
Total Funding	\$9,000

Specify Details of Reserve Fund/DC Reserve/Other

Water Systems RF-0165

Additional information related to Development Charges

Project # & Description in DC Study	
Year in DC Study	
% of DC Funding allowed in DC Study	

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **19**

Project Amount **\$13,500**
 Budget Year **2021**

DIRECTOR -
DIVISION Community Development Services
PROJECT CONTACT Steve Kimberley
PROJECT PRIORITY 8

DEPARTMENT Community Development Services
Tangible Capital Asset Plan Ref
Project start date
Project completion date

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) Loretto Heights DWS - Various Capital Upgrades

General Location	Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house
			X				Outsource X

PROJECT LOCATION 6 Henry Court, Loretto
PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required) The scope includes: Chemical pump rebuilds, Swabbing, New Probes and Caps for Chlorine Analyzers, New PH Probes for Chlorine Analyzers, Redlion System upgrades, and Water Taking Permit Renewal

Reason for the Project (Justification) As per OCWA recommendations which were further screened by staff.

IMPACT OF NOT PROCEEDING IN 2020 - Cost of Failure Regulatory non-compliance and deferred maintenance, which could negatively affect service delivery.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design					\$0				
Equipment					\$0				
Labour					\$0				
Supplies and Material					\$0				
Contract Services			\$13,500		\$13,500				
Prime Contractor					\$0				
Consulting					\$0				
					\$0				
					\$0				
	\$0	\$0	\$13,500	\$0	\$13,500	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

Amount	Specify Details of Reserve Fund/DC Reserve/Other
Tax Levy	
Gas Tax	
MNR Levy	
Reserve	Water Systems RF-0165
Reserve Fund	
DC Reserve Fund	
Capital Carry-Fwd	
Other	
Total Funding	

Additional information related to Development Charges

Project # & Description in DC Study	
Year in DC Study	
% of DC Funding allowed in DC Study	

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **20**

Project Amount **\$27,000**
 Budget Year **2021**

DIRECTOR -
DIVISION Community Development Services
PROJECT CONTACT Steve Kimberley
PROJECT PRIORITY 9

DEPARTMENT Community Development Services
Tangible Capital Asset Plan Ref
Project start date
Project completion date

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) Rosemont DWS - Various Capital Upgrades

General Location	Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house
						X	Outsource X

PROJECT LOCATION Rosemont, ON
PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required) The scope includes: Swabbing, Hydrant repairs, New Probes and Caps for Chlorine Analyzers, Redlion System updates and data logger upgrades, Water Taking Permit Renewal, Hydrant Painting, Chemical pump rebuild, and Chemical pump replacement

Reason for the Project (Justification) As per OCWA recommendations which were further screened by staff.

IMPACT OF NOT PROCEEDING IN 2020 - Cost of Failure Regulatory non-compliance and deferred maintenance, which could negatively affect service delivery.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design					\$0				
Equipment					\$0				
Labour					\$0				
Supplies and Material					\$0				
Contract Services			\$27,000		\$27,000				
Prime Contractor					\$0				
Consulting					\$0				
					\$0				
					\$0				
	\$0	\$0	\$27,000	\$0	\$27,000	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

	Amount	Specify Details of Reserve Fund/DC Reserve/Other
Tax Levy		
Gas Tax		
MNR Levy		
Reserve		
Reserve Fund		
DC Reserve Fund		
Capital Carry-Fwd		
Other	\$27,000	Funded by user fee
Total Funding	\$27,000	

Additional information related to Development Charges

Project # & Description in DC Study	
Year in DC Study	
% of DC Funding allowed in DC Study	

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **21**

Project Amount **\$55,200**
 Budget Year **2021**

DIRECTOR -
DIVISION Community Development Services
PROJECT CONTACT Steve Kimberley
PROJECT PRIORITY

DEPARTMENT Community Development Services
Tangible Capital Asset Plan Ref
Project start date
Project completion date

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) **Weca DWS - Various Capital Upgrades**

General Location	Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house	
			X				Outsource	X

PROJECT LOCATION Loretto, ON
PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required)
 The scope includes: Chemical pump rebuild, New Hydrant on Catherine Street, Swabbing, Redlion System upgrades, Hydrant Painting, Water Taking Permit Renewal, Pressure tank and mixing tank replacement, New header (Weca 2), Pre Chlorine Analyzer for High Range, and Scada pack for **communications and facility control**

Reason for the Project (Justification) As per OCWA recommendations which were further screened by staff.

IMPACT OF NOT PROCEEDING IN 2020 - Cost of Failure Regulatory non-compliance and deferred maintenance, which could negatively affect service delivery.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design					\$0				
Equipment					\$0				
Labour					\$0				
Supplies and Material					\$0				
Contract Services			\$55,200		\$55,200				
Prime Contractor					\$0				
Consulting					\$0				
					\$0				
					\$0				
	\$0	\$0	\$55,200	\$0	\$55,200	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

	Amount	Specify Details of Reserve Fund/DC Reserve/Other
Tax Levy		
Gas Tax		
MNR Levy		
Reserve		
Reserve Fund		
DC Reserve Fund		
Capital Carry-Fwd		
Other	\$55,200	Funded by user fee
Total Funding	\$55,200	

Additional information related to Development Charges

Project # & Description in DC Study	
Year in DC Study	
% of DC Funding allowed in DC Study	

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **22**

Project Amount **\$29,600**
 Budget Year **2021**

DIRECTOR -
DIVISION Community Development Services
PROJECT CONTACT OCWA
PROJECT PRIORITY 3

DEPARTMENT Community Development Services
Tangible Capital Asset Plan Ref
Project start date
Project completion date

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) **New Horizons WWTP - Various Capital Upgrades**

General Location	Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house	
					X		Outsource	X

PROJECT LOCATION 27 Dekker Street, Everett
PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required)
 The scope includes: Pump station cleaning, Replace Media in filters, Extra Sludge haulage, Laboratory analysis equipment, and provisional extra well monitoring/sampling required by MECP

Reason for the Project (Justification) As per OCWA recommendations which were further screened by staff.

IMPACT OF NOT PROCEEDING IN 2020 - Cost of Failure Deferred maintenance, which could negatively affect service delivery.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2020	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design					\$0				
Equipment					\$0				
Labour					\$0				
Supplies and Material					\$0				
Contract Services			\$29,600		\$29,600				
Prime Contractor					\$0				
Consulting					\$0				
					\$0				
					\$0				
	\$0	\$0	\$29,600	\$0	\$29,600	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

	Amount	Specify Details of Reserve Fund/DC Reserve/Other
Tax Levy		
Gas Tax		
MNR Levy		
Reserve		
Reserve Fund		
DC Reserve Fund		
Capital Carry-Fwd		
Other	\$29,600	Funded by user fee
Total Funding	\$29,600	

Additional information related to Development Charges

Project # & Description in DC Study	
Year in DC Study	
% of DC Funding allowed in DC Study	

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **25-A**

Project Amount **\$25,000**
 Budget Year **2021**

DIRECTOR Ryan Winder
DIVISION Facilities and Recreation
PROJECT CONTACT Ryan Winder
PROJECT PRIORITY 1

DEPARTMENT Facilities and Recreation
Tangible Capital Asset Plan Ref
Project start date January 2021
Project completion date December 2021

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) **Fuel Management System**

General Location

Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house	
		X		X		Outsource	X

PROJECT LOCATION Both Public Works Garages
PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required) The project involves installation of pedestal fuel management system to allow for interdepartment fuel control and allocation.

Reason for the Project (Justification) Securing and tracking fuel use by differing departments to ensure proper billing and to mitigate potential fuel theft.

IMPACT OF NOT PROCEEDING IN 2020 Cost of Failure Inaccurate billing to departments utilizing common fuel supply leading to inaccurate recording and budgeting. Existing system is not entirely accurate and does not offer proper use security resulting in potential for theft.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2020				Total 2020	2021	2022	2023	2024
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design					\$0				
Equipment					\$0				
Labour					\$0				
Supplies and Material					\$0				
Contract Services					\$0				
Prime Contractor			\$25,000		\$25,000				
Consulting					\$0				
					\$0				
					\$0				
	\$0	\$0	\$25,000	\$0	\$25,000	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

	Amount	Specify Details of Reserve Fund/DC Reserve/Other
Tax Levy		
Gas Tax		
MNR Levy		
Reserve	\$25,000	Equipment Reserve 0422
Reserve Fund		
DC Reserve Fund		
Capital Carry-Fwd		
Other		
Total Funding	\$25,000	

Additional information related to Development Charges

Project # & Description in DC Study	
Year in DC Study	
% of DC Funding allowed in DC Study	

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **26**

Project Amount **\$60,000**
 Budget Year **2021**

DIRECTOR Ryan Winder
DIVISION Facilities Maintenance
PROJECT CONTACT Ryan Winder
PROJECT PRIORITY 1

DEPARTMENT Building/Bylaw
Tangible Capital Asset Plan Ref Facilities Maintenance
Project start date January 2021
Project completion date December 2021

A - PROJECT DETAILS

PROJECT TITLE Station 1 roof and ceiling repairs
 (Max. 50 characters)

General Location

Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house	
						Outsource	X

PROJECT LOCATION Station 1, Everett
PROJECT DESCRIPTION Repair leaking roof and effect repairs to drywall and insulation. Water in inulation and drywall has created dangerous situation due to probable collapse of drywall and mold exposure.
 (Max. 256 characters - attach Word document more description is required)

Reason for the Project (Justification) Roof has leaking spots which has saturated insulation and damaged drywall ceiling.

IMPACT OF NOT PROCEEDING IN 2020 Cost of Failure Collapse may cause damage to fire equipment. Trigger right to refuse to work due to overhead hazards. Exposure to mold causing liability issues due to medical problems. Increased costs of operation due to deraged insulation.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design					\$0				
Equipment					\$0				
Labour					\$0				
Supplies and Material					\$0				
Contract Services					\$0				
Prime Contractor			\$60,000		\$60,000				
Consulting					\$0				
					\$0				
	\$0	\$0	\$60,000	\$0	\$60,000	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

Amount	Specify Details of Reserve Fund/DC Reserve/Other
Tax Levy	
Gas Tax	
MNR Levy	
Reserve	Fire Reserve 0410
Reserve Fund	
DC Reserve Fund	
Capital Carry-Fwd	
Other	in part from possible FCM Stormwater Quality grant funding program
Total Funding	\$60,000

Additional information related to Development Charges

Project # & Description in DC Study
 Year in DC Study
 % of DC Funding allowed in DC Study

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **27**

Project Amount **\$40,000**

Budget Year **2021**

DIRECTOR	Ryan Winder
DIVISION	Facilities Maintenance
PROJECT CONTACT	Ryan Winder
PROJECT PRIORITY	1

DEPARTMENT	Building/Bylaw
Tangible Capital Asset Plan Ref	Facilities Maintenance
Project start date	January 2021
Project completion date	December 2021

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) **Station 2 - Loretto ceiling and insulation replacement/repairs.**

General Location	Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house	
			x		x		Outsource	X

PROJECT LOCATION **Station 2 - Loretto**
PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required) **Effect repairs to drywall and insulation. Water in insulation and drywall has created dangerous situation due to probable collapse of drywall and mold exposure.**

Reason for the Project (Justification) **Roof has leaking spots which has saturated insulation and damaged drywall ceiling. This will be a continuation of project encompassing interior works. The Station 2 roof replacement ((Justification Sheet #7, 2020 Capital Budget) has been deferred due to abnormal market conditions (i.e. COVID-related increase in demand and price of plywood). In the interim, a holding treatment has been applied to the roof to prevent any further water infiltration.**

IMPACT OF NOT PROCEEDING IN 2020 Cost of Failure **Collapse may cause damage to fire equipment. Trigger right to refuse to work due to overhead hazards. Exposure to mold causing liability issues due to medical problems. Excessive operating costs due to compromised insulation.**

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2019 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design					\$0				
Equipment					\$0				
Labour					\$0				
Supplies and Material					\$0				
Contract Services					\$0				
Prime Contractor			\$40,000		\$40,000				
Consulting					\$0				
					\$0				
	\$0	\$0	\$40,000	\$0	\$40,000	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

	Amount	Specify Details of Reserve Fund/DC Reserve/Other
Tax Levy		
Gas Tax		
MNR Levy		
Reserve	\$40,000	Fire Reserve 0410
Reserve Fund		
DC Reserve Fund		
Capital Carry-Fwd		
Other		in part from possible FCM Stormwater Quality grant funding program
Total Funding	\$40,000	

Additional information related to Development Charges

Project # & Description in DC Study	
Year in DC Study	
% of DC Funding allowed in DC Study	

(separate multiple projects with commas)

TOWNSHIP OF ADJALA-TOSORONTIO
2021 CAPITAL JUSTIFICATION SHEET

Justification Sheet # **28**

Project Amount **\$13,000**
 Budget Year **2021**

DIRECTOR	Rhonda Bunn
DIVISION	IT
PROJECT CONTACT	Charlene White
PROJECT PRIORITY	MED-HIGH

DEPARTMENT	IT Department
Tangible Capital Asset Plan Ref	
Project start date	January 2021
Project completion date	December 2021

A - PROJECT DETAILS

PROJECT TITLE (Max. 50 characters) **Replace Municipal IT Server**

General Location	Twp wide	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	In house	
							Outsource	X

PROJECT LOCATION Administration Offices
PROJECT DESCRIPTION (Max. 256 characters - attach Word document more description is required) Existing Server will be 5 years old in October 2021. It's 5 year warranty will expired at that point. IT regulates and recommends a server be replaced before that time.

Reason for the Project (Justification) To continuously ensure our IT infrastructure is kept up to date with the latest technology and software. This physical server contains virtual servers for all of the municipal data, accounting data and other system management services for corporate operations.

IMPACT OF NOT PROCEEDING IN 2021 - Cost of Failure Warranty coverage is critical. Server failure - the Municipal will lose all access to corporate operations until rebuilt.

B - CAPITAL COMPONENTS, COSTS & TIMING

(Please list proposed 2021 capital spending by quarter for cash flow purposes)

Project Components	2021				Total 2021	2022	2023	2024	2025
	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC					
Feasibility Report					\$0				
Engineering & Design		\$6,500			\$6,500				
Training / Go Live			\$6,500		\$6,500				
Labour					\$0				
Supplies and Material					\$0				
Contract Services					\$0				
Prime Contractor					\$0				
Consulting					\$0				
					\$0				
					\$0				
	\$0	\$6,500	\$6,500	\$0	\$13,000	\$0	\$0	\$0	\$0

C - CAPITAL FUNDING

	Amount
Tax Levy	
Gas Tax	
MNR Levy	
Reserve	\$13,000
Reserve Fund	
DC Reserve Fund	
Capital Carry-Fwd	
Other	
Total Funding	\$13,000

Specify Details of Reserve Fund/DC Reserve/Other

I.T. Hardware Reserve - 0351

Additional information related to Development Charges

Project # & Description in DC Study	
Year in DC Study	
% of DC Funding allowed in DC Study	

(separate multiple projects with commas)