

2026 Budget



COUNCIL PRIORITIES



Basil Clarke
Mayor



Keith Bell
Deputy Mayor



David Snutch
Ward 1 Councillor



Jennifer Fisher
Ward 2 Councillor



Dana Tuju
Ward 3 Councillor



Joe Gough
Ward 4 Councillor



Sherri Bell
Ward 5 Councillor



Service Excellence

Create a progressive and positive work environment that fosters innovation and continuous improvement, maintains organizational effectiveness and efficiency, and delivers quality services and programs.



Sustainable Infrastructure

Invest in current and future assets that will respond to the long-term sustainability of the municipality, and the evolving needs of the residents and visitors through transparent and accountable decision-making and responsible financial management.



Community Connection

Support a connected community by preserving and promoting our heritage, maintaining open and honest communication, collaborating with partners, and enhancing the health and safety of our community.



Strategic Growth

Create opportunities for sustainable growth that balances the diversity of the community while being responsible environmental stewards.

MESSAGE FROM MAYOR CLARKE



On behalf of the Township of Ramara, I am pleased to present the adopted 2026 Budget.

This year's budget reflects a responsible and forward-looking approach, focusing on affordability while investing in the infrastructure, services, and organizational capacity that support our community.

With a municipal tax rate increase of 4.05%, reduced from the initial 5.97% proposal, this budget was shaped through thoughtful collaboration. By updating cost projections, adjusting capital priorities, and strategically using reserves, we've worked to reduce the financial impact on residents while continuing to deliver the essential services they rely on every day.

The \$42.9 million budget supports key investments in road rehabilitation, wastewater infrastructure, community facilities, fleet renewal, and reserve contributions. These investments will ensure we maintain service quality today while preparing for the growth and challenges of tomorrow.

We are also investing in the people, systems, and tools that help modernize how the Township works. These efforts will improve internal efficiency, strengthen accountability, and enhance the overall experience for residents and businesses interacting with the municipality.

I want to express my sincere thanks to Township staff for their hard work and dedication throughout the budget process. Their efforts have been critical to building a strong, well-informed financial plan.

I also extend my appreciation to Council for their collaboration and thoughtful debate under Ontario's strong mayor framework. I value the respectful and productive discussions that helped shape the adopted budget.

Finally, I thank our residents and community members who engaged in the process, whether through public meetings, correspondence, or conversations with Council. Your input helped inform the budget to better reflect the values and priorities of our community.

Together, we are building a stronger, more resilient, and more sustainable Ramara. I look forward to the progress we will make together in the year ahead.



WHAT IS A MUNICIPAL BUDGET?

A budget is a financial plan. It can be defined as an estimate of costs, revenues, and resources over a specified period that reflects forecasts of future financial conditions based upon a set of assumptions.

A budget is a tool for management and serves the following purposes:

- ✓ **Plan of action for achieving program objectives and the financial commitments to meet those objectives.**
- ✓ **Statement of priorities.**
- ✓ **Standard for measuring performance.**
- ✓ **Reflects funding policies.**
- ✓ **Device for coping with foreseeable adverse situations.**
- ✓ **A communication tool to ensure financial awareness of service, program and project resource commitments.**



BUDGET CLASSIFICATIONS



Operating Budget

Funds ongoing day-to-day operations consumed within the year such as:

- Maintenance activities
- Service contracts
- Utilities
- Materials and supplies
- Salaries/wages
- Licensing, and more



Capital Budget

Funding for infrastructure and assets or other items that have a lasting benefit beyond a year such as:

- Roads/sidewalks
- Parks
- Facility upkeep
- Asset management
- Vehicles and equipment
- Technology assets
- Other projects



Rate-Supported Budget

Funding for operations and infrastructure funded by user fees or "rates" charged directly to users such as:

- Water
- Wastewater
- Building
- Lagoon City Parks and Waterways



Reserves

Reserves are an important tool for municipalities to:

- Ensure long-term stability
- Ensure cashflow
- Fund non-tax levy capital costs
- Manage unexpected events

2026 BUDGET PROCESS

The 2026 Budget is the first prepared under *the Municipal Act, 2001*, Part VI.1 – Special Powers and Duties of the Head of Council (Strong Mayor Powers). Under this framework, the Mayor is legislatively required to prepare and propose the annual budget on or before February 1 of each year. This proposed budget then triggers a statutory process that provides Council with defined opportunities to review, amend, and debate the budget before it is deemed adopted.

Key Steps in the 2026 Budget Process:

- **Mayor's Proposed Budget** - Presented to Council and the public by February 1 each year.
 - Marks the formal beginning of the statutory review process.
- **Amendment Period – Up to 30 Days**
 - Council may propose amendments to the Mayor's budget.
 - If no amendments are made, the budget is deemed adopted at the close of this period.
 - Council may choose to shorten this timeframe by resolution.
- **Veto Period – Up to 10 Days**
 - The Mayor may veto any Council amendments.
 - This period can also be shortened by written notice from the Mayor.
- **Override Period – Up to 15 Days**
 - Council may override a Mayor's veto with a two-thirds majority vote.
 - Council may shorten this period by resolution.
- **Final Adoption**
 - The budget is considered adopted at one of three points:
 - If no amendments are made by the end of the Amendment Period.
 - If Council's amendments are not vetoed.
 - After the Override Period concludes.



2026 Budget Overview





2026 Budget Adopted November 5, 2025

Development of Budget with Mayor: September 24, 2025

Mayor's Budget presentation to Council: October 23, 2025

Council's Amendments: November 3, 2025

Table of Contents

Background	10
Budget Highlights	11
Benchmarking Analysis	15
Reserve and Reserve Funds	18
2026 Expense Breakdown	19
2026 Operating Cost Breakdown (By Dept.)	20
Salaries and Wages	21
2026 Capital Costs	23
Grants Requested	25
Budget Summary	26
Council Budget	27
Administration Budget	34
Fire Budget	47
Building Budget	61
Planning Budget	67
Economic Development Budget	73
Infrastructure Budget	77
Recreation Budget	98
Trails Budget	103
Health and Safety Budget	106
Bylaw Budget	109
Water Designated Ratepayers Budget	114
Wastewater Designated Ratepayers Budget	130
Couchiching Detachment Board Budget	145
Community Policing Budget	148
Medical Centre Budget	151
Lagoon City Parks and Waterways Budget	154
Community Centre Budgets	167
Wall of Fame Budget	178
Library Budget	181

Background

- The municipal budget is a key planning document that provides a foundation for delivering municipal services.
- Operating and capital expenditures are funded by revenue received from user fees, service charges, grants, property taxes and reserves. Property tax revenue represents approximately 46% of revenue in 2025 and 40% in 2026.
- Budget and tax rate information related to the County of Simcoe and the related School Boards are estimated as the final rates are not available at the time this presentation was prepared. It is the responsibility of the Township of Ramara to collect taxes on behalf of the County and School Boards.

Budget Highlights

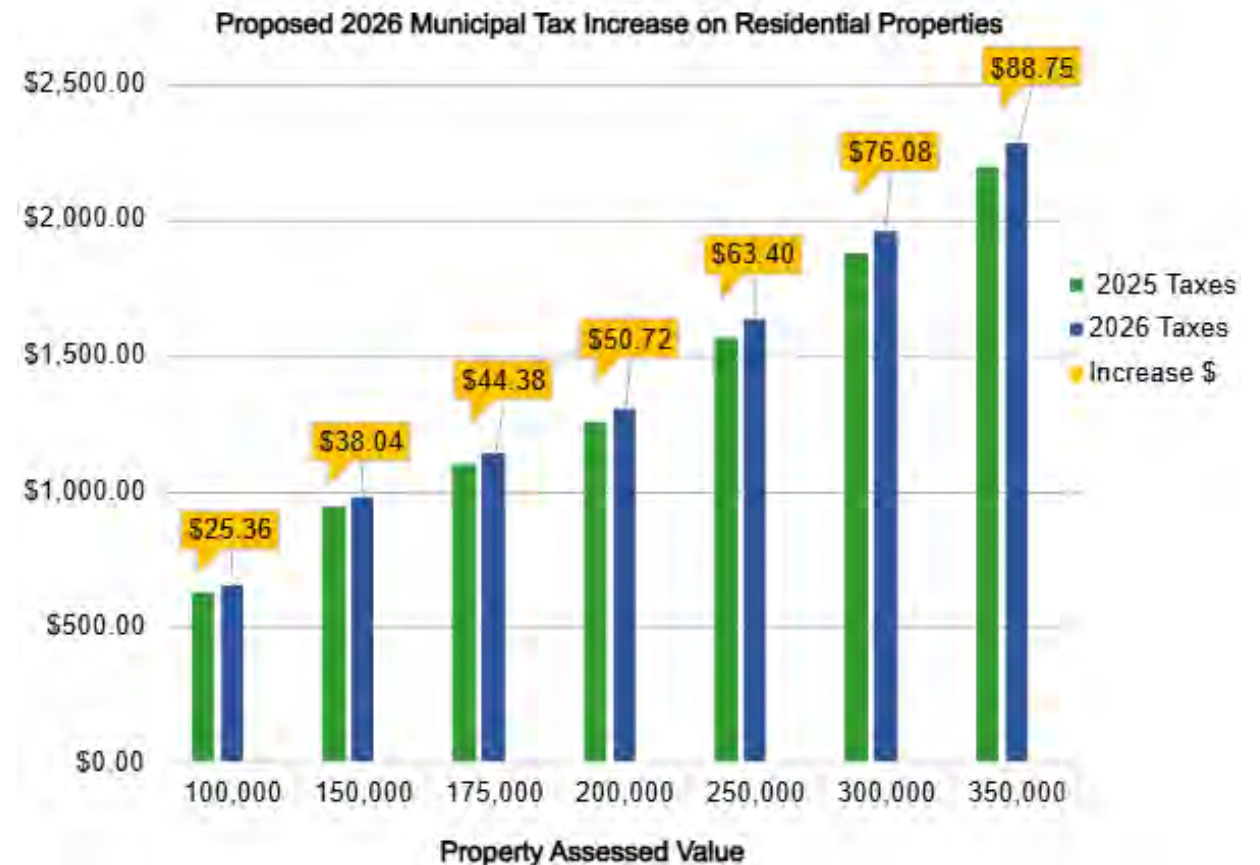
- For every \$100,000 in assessment, the municipal residential tax rate increase is **\$25.36** or **4.05%** on the municipal portion only.
- The School Boards tax rates are not available for 2026. Based on previous years stability of the rates, no increase is included for the purpose of this budget.
- The County tax rates are not available for 2026. However, we are estimating a 3.5% increase for the purpose of this budget.
- With these assumptions, **the combined estimated tax rate increase is 3.3%**. This includes Municipal, County and Education rates.
- In 2026, assessment values will remain the same as 2025. The only increase will come from new construction. The province is maintaining the freeze on re-assessment, which means 2026 assessment values are still based on the January 1, 2016, market value.

Why Invest in Reserves?

- **Prevents sudden tax increases** during emergencies or unexpected expenses.
- **Creates stability** by supporting steady and predictable tax rates over time.
- **Funds major projects responsibly** without shifting the burden to future taxpayers.
- **Demonstrates sound financial planning** that protects current and future residents.

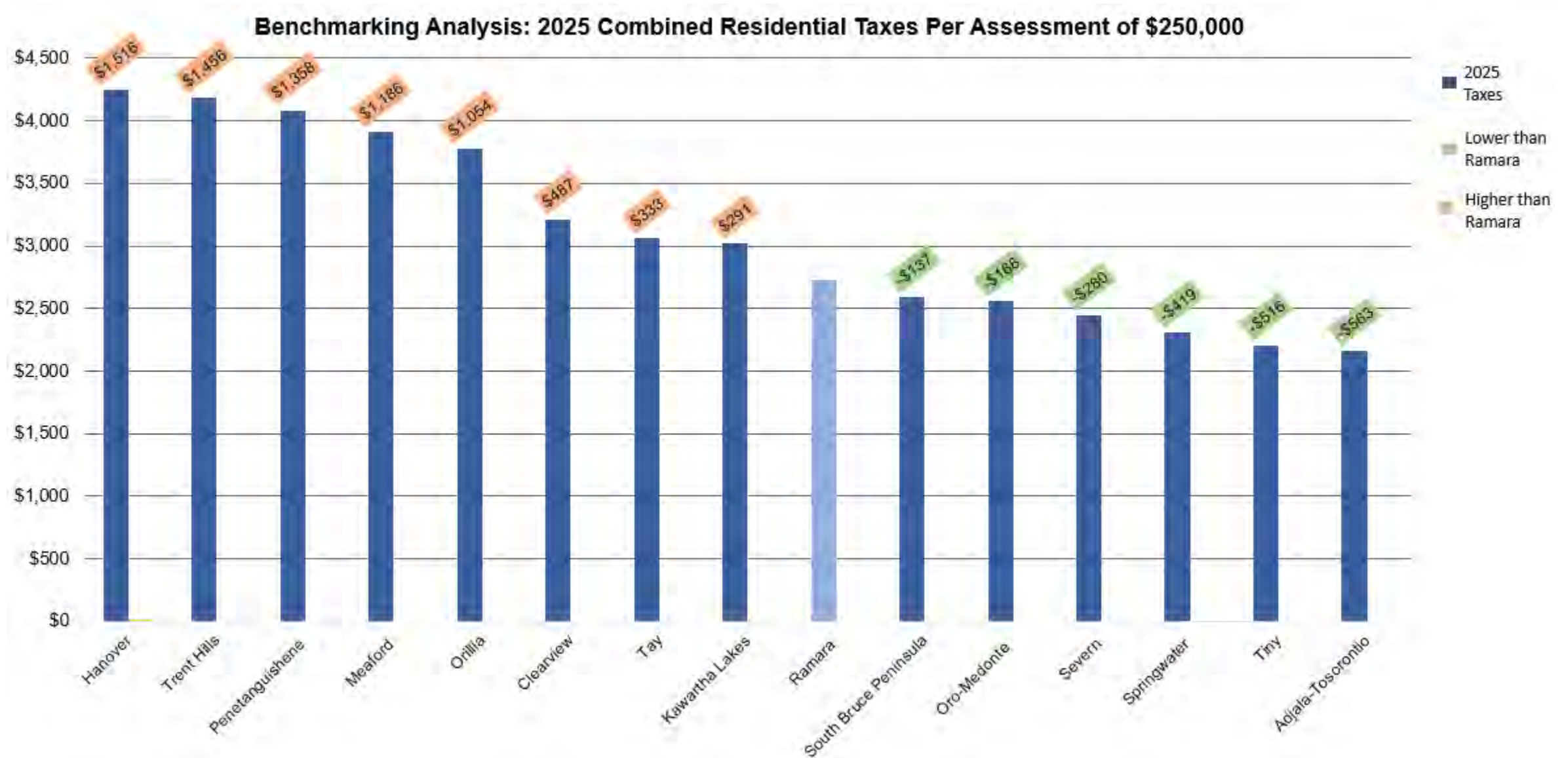
Budget Highlights

- Total raised by taxes for 2026 will be **\$17,274,800** compared to **\$16,355,500** in 2025.
- Total investment to reserve is \$880,700.
- Total increase in operating expenses is \$2.1M.
- Total increase in capital investment of \$5.3M (Includes ratepayer groups such as Water, Wastewater, Building and LCPW).



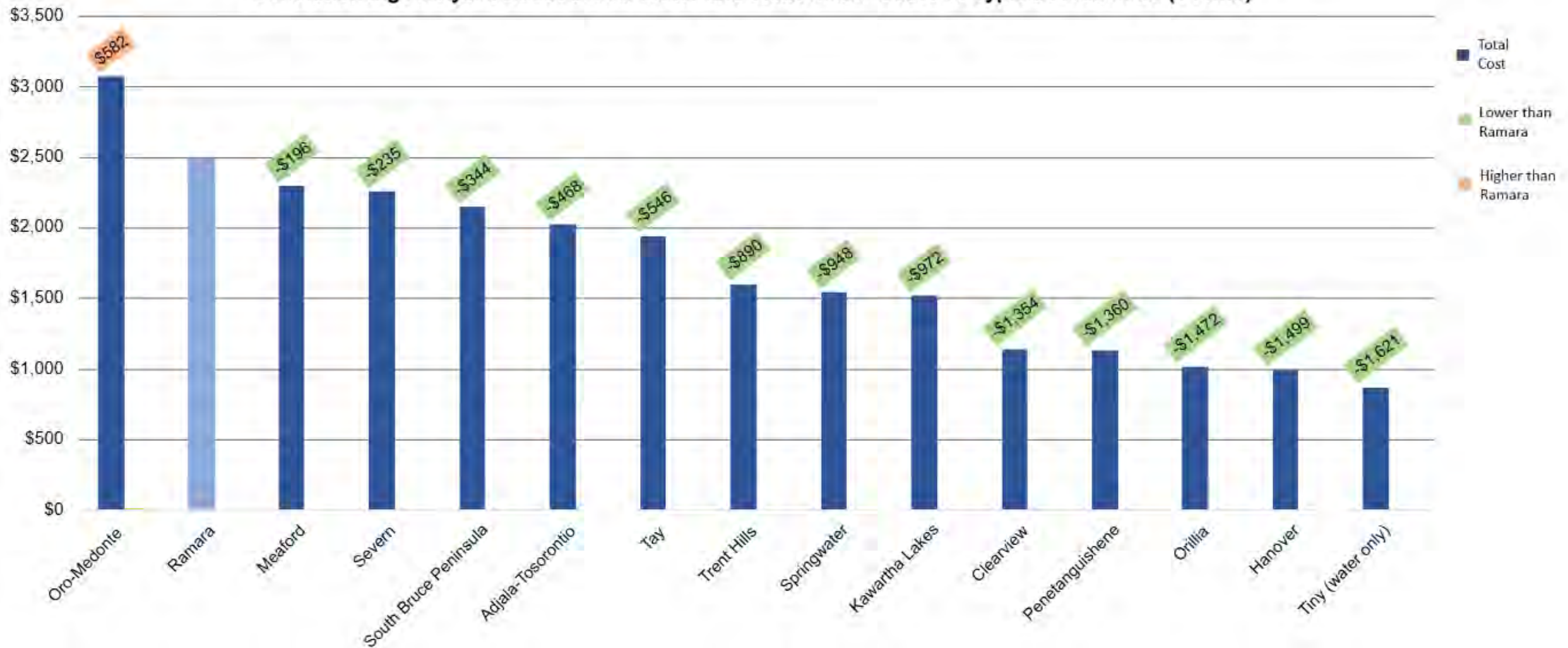
Estimated 2026 Combined Tax Rate on Residential Properties





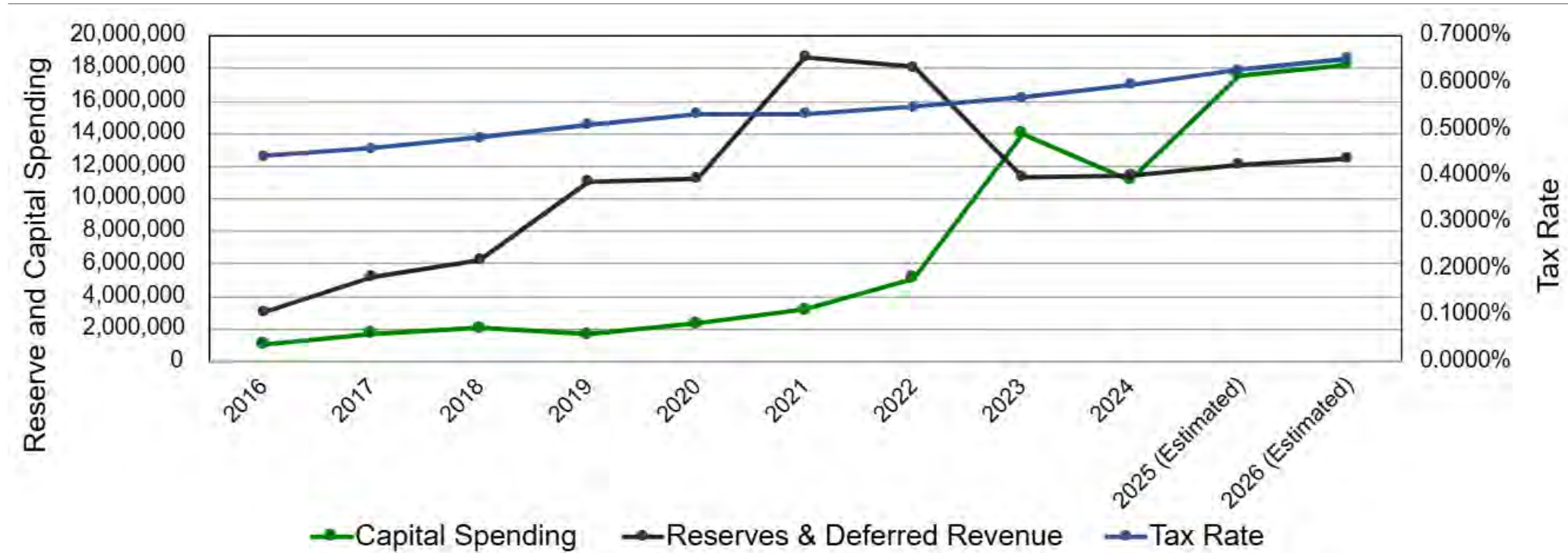
Note: These rates are estimates based on information provided by each municipality's website

Benchmarking Analysis: 2025 Annual Water and Wastewater Cost Per Typical Household (140m3)



Note: These rates are estimates based on information provided by each municipality's website

Tax Increases vs Reserve Balances



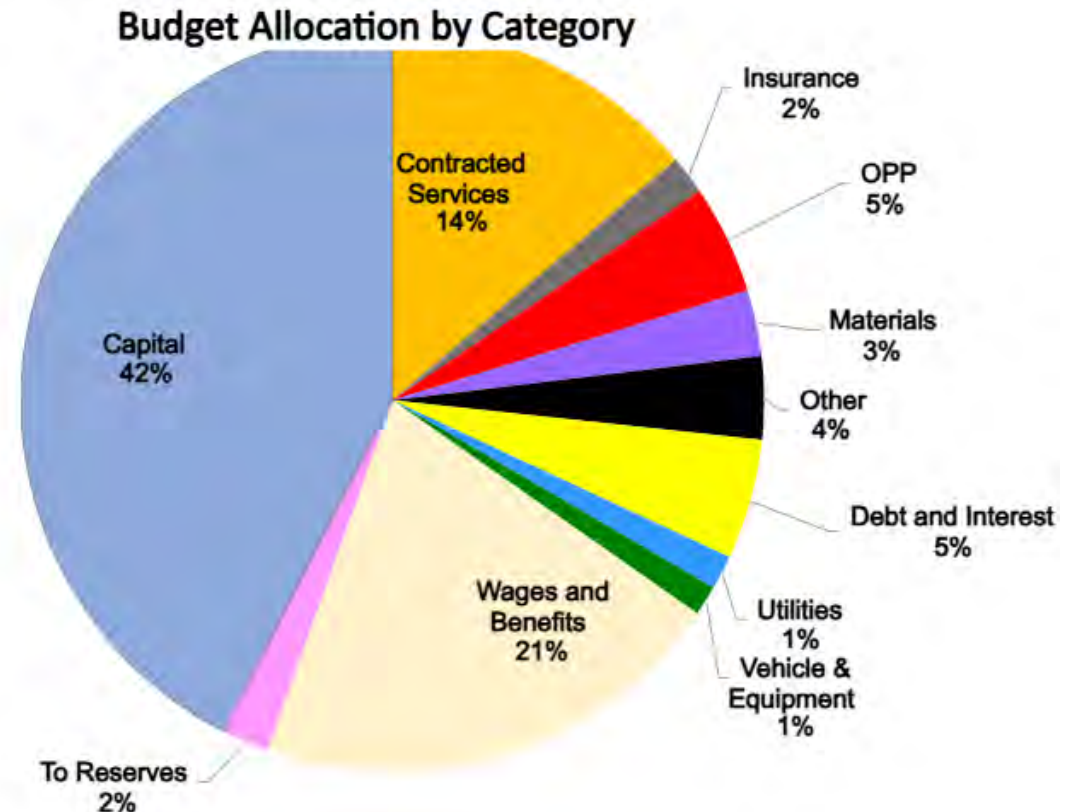
TOWNSHIP RESERVE BALANCES			
2023	2024	2025(Estimated)	2026(Estimated)
\$11.4M	\$11.4M	\$12.1M	\$12.5M

Reserve & Reserve Funds

Reserve	Description	Estimated balance	Budgeted	Estimated Balance
		Dec. 31, 2025	Transfer To/From)	Dec. 31, 2026
Working Capital	Accessibility and Green Initiatives	\$ 217,900	\$ 82,700	\$ 300,600
Contingency	Funds used to meet immediate obligations to avoid tax rate spikes	\$ 365,600		\$ 365,600
Rate Stabilization	Funds used when preparing a budget to avoid large tax rate increases	\$ 812,900	\$ -	\$ 812,900
Capital	Funds for capital projects	\$ 8,862,800	\$ 539,600	\$ 9,402,400
Other	Water, Library, LCPW and others	\$ 1,870,300	\$ -273,200	\$ 1,597,100
Estimated Balance of Reserve and Reserve funds		\$ 12,129,500	\$ 349,100	\$ 12,478,600
Less estimated amount borrowed for water and wastewater		\$ -124,700	\$ -1,996,000	\$ -2,120,700
Less amount already committed or Dedicated to specific purposes		\$ -3,431,100		\$ -3,415,200
Estimated amount available for Township (including all departments)		\$ 8,573,700	\$ -1,646,900	\$ 6,942,700

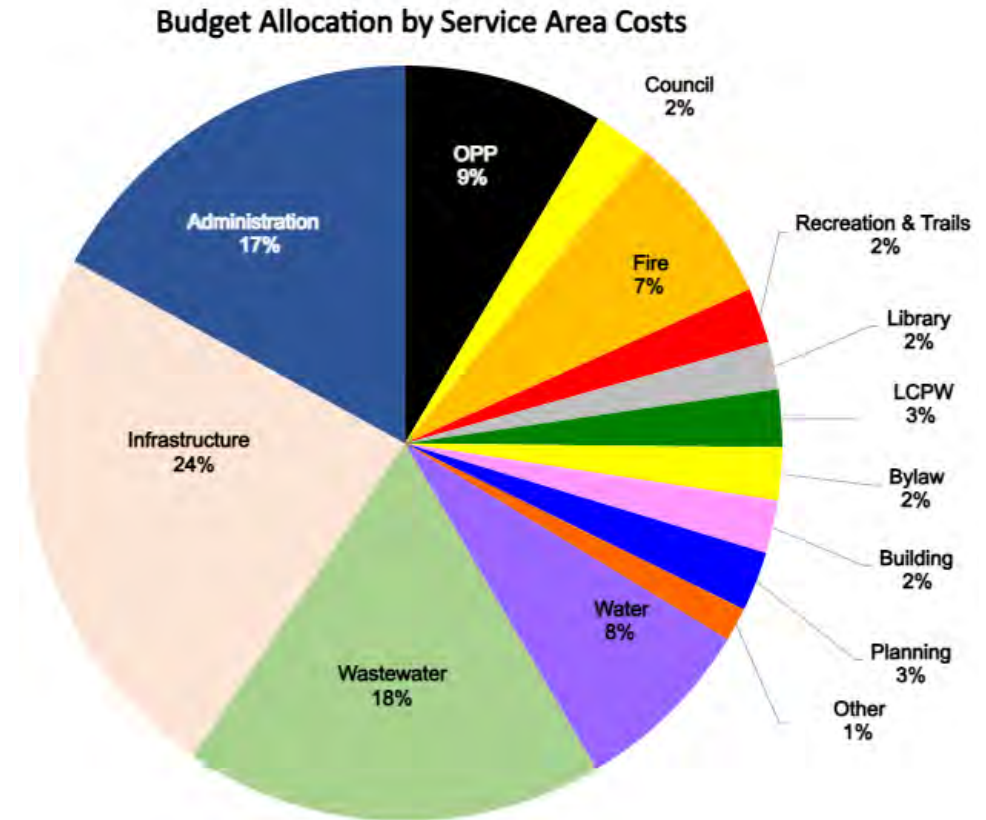
2026 Total Expense Breakdown (Operating and Capital)

- Staff recommended cost of living adjustment (COLA) at 3% on wages which is included.
- Increase in OPP costs is estimated at \$201,900 .
- Reserve Investment of \$880,700.
- Increase in Debt to finance wastewater projects.
- Increase in Capital Projects of \$5.3M (this increase includes **all** capital projects such as Water, Wastewater and LCPW which are not funded through taxation).

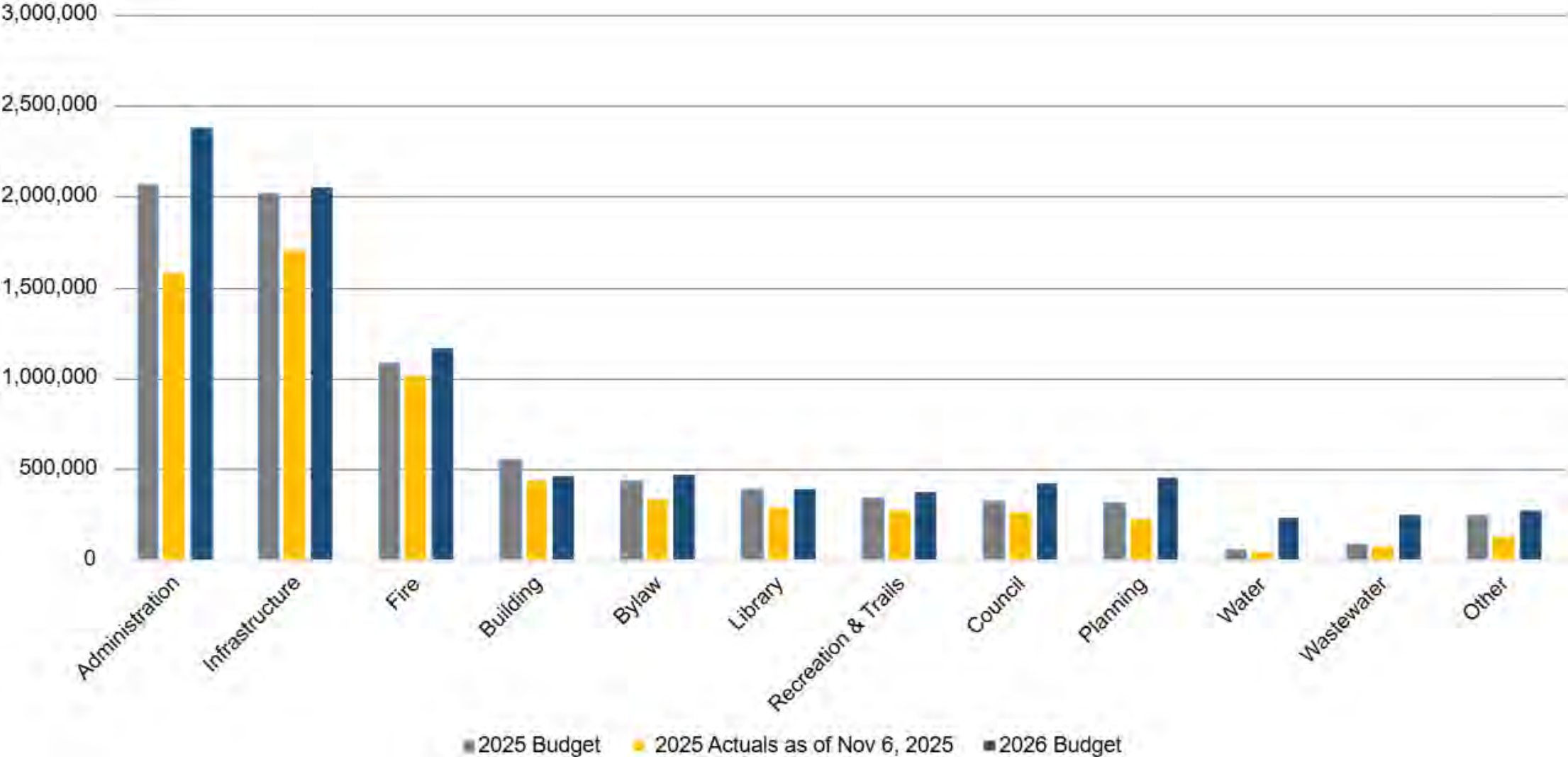


2026 Operating Cost Breakdown (By Dept.)

- Decrease in Building cost (\$70K).
- Increase in Administration cost (excluding OPP) \$162K.
- Increase in Infrastructure cost of \$342K.
- Increase in Fire cost of \$95K.
- Increase in Water cost of \$333K.
- Increase in Wastewater cost of \$1.1M.
- Increase in Council cost of \$128K.
- Increase in Planning cost of \$127K.

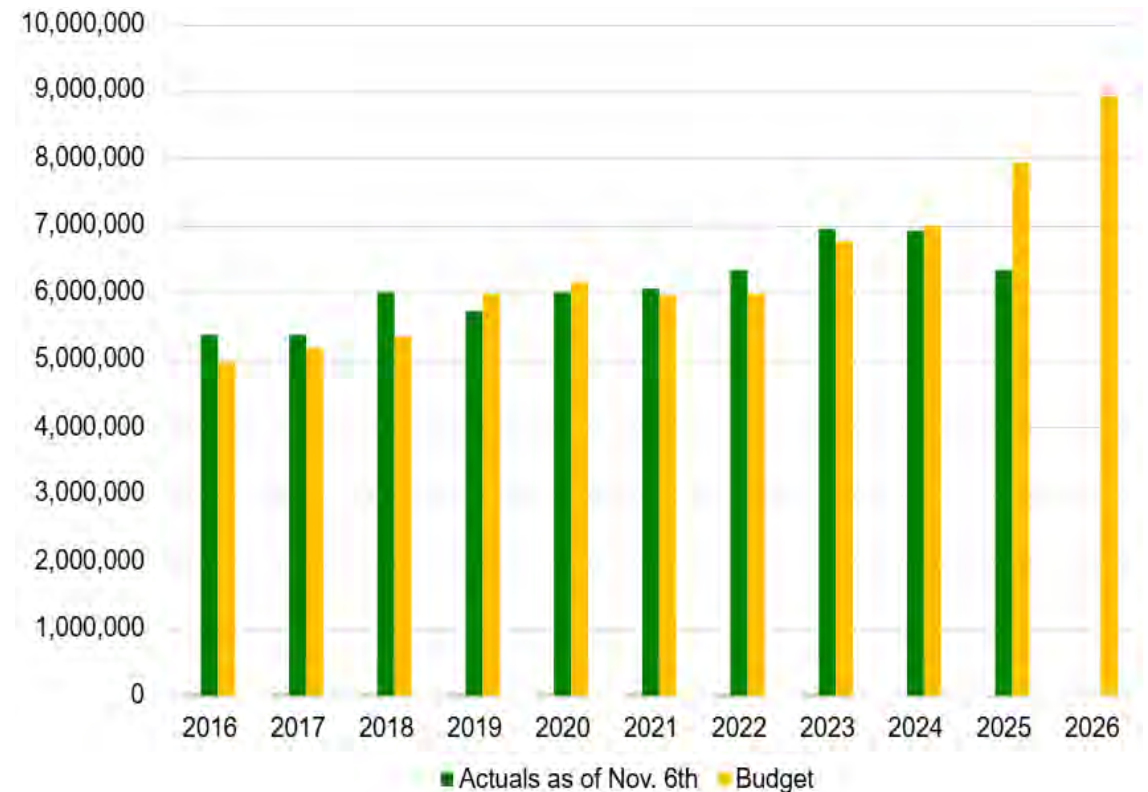


Salaries and Wages by Department



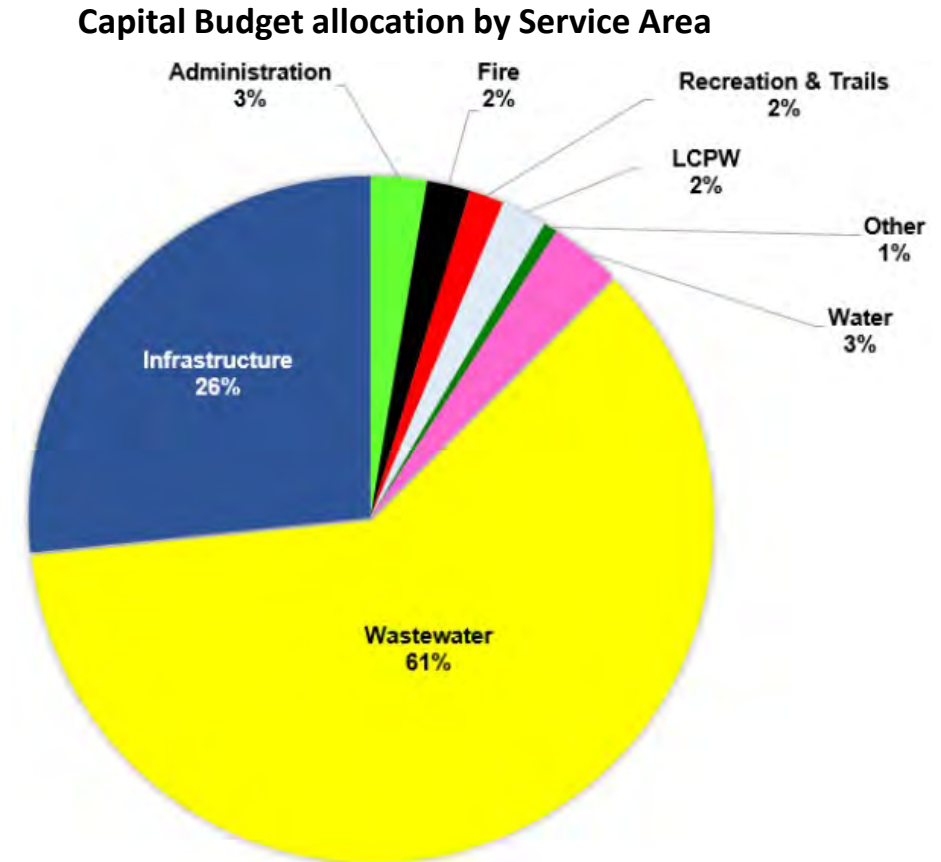
Salaries and Wages

- Cost of living adjustment (COLA) at 3%.
- 2026 staffing additions:
 - Council – Election coordinator (one-year contract) and part time Admin Coordinator to Council and Mayor.
 - Administration - Part time Admin Coordinator shared with Council, IT Support position, Financial Analyst and Summer student.
 - Health and Safety – part time employee (was under contracted service in the 2025 budget).
 - Fire – Fire prevention/Training officer from part time to full time, Summer student.
 - Building – One summer student.
 - Infrastructure – Two winter patrollers, Admin summer student.



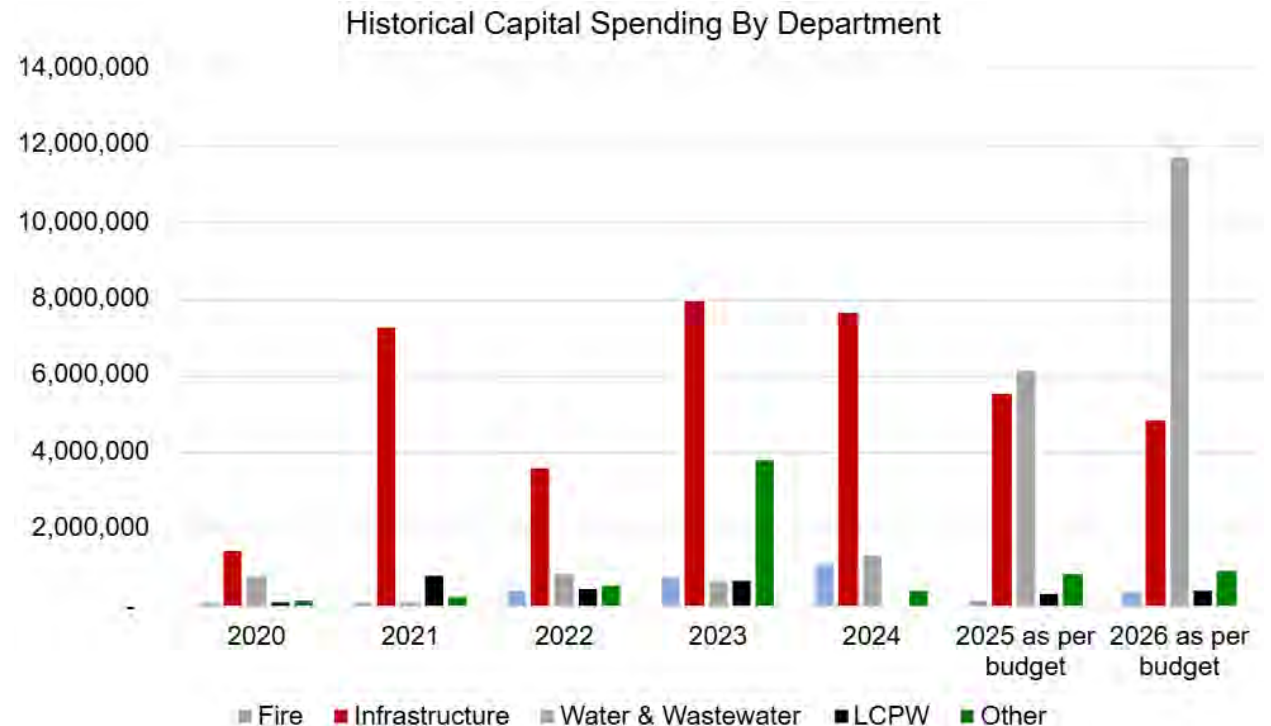
2026 Capital Cost Breakdown (by Dept.)

- Administration Capital decrease of 42K.
- Infrastructure Capital decrease of \$685K.
- Water Capital decrease of \$1.3M - 2025 had a water expansion project where 2026 is closer to an average capital year.
- Fire Capital increase of \$246K.
- Recreation Capital increase of \$167K – \$150K is recovered by a grant under the revenue section.
- Wastewater Capital increase of \$6.9M.



2026 Capital Cost Breakdown (by Dept.)

- Rogers Fiber Optic \$212,500 funded from Modernization reserve.
- Council \$19,000 for replacement of laptops after elections.
- Lagoon City Parks and Waterways Drainage improvement \$225,000 (LCPW-levy).
- Recreation \$300,000 for playground, baseball diamond improvement and roof repairs. \$150,000 is covered by a grant.
- Roads repairs and rehabilitation \$4,000,000.
- Fleet renewal \$320,000 for a backhoe and a trailer.
- Yard 1 renovations \$100,000 for a generator.
- Construction of wastewater treatment plant #202 \$10,150,000.
- Commitment of \$252,000 in the Fire department to secure the purchase of a Tanker truck in 2027. Total cost is \$850,000.



2026 Budget - Grants Internal

Organization	2025 Amount	2026 Amount	Increase / Decrease	Comment
Trails	\$50,000	\$50,000	\$0	Current reserve is negative, Council approved reduction in new projects until reserve is paid in full.
Rooted in Ramara	\$1,800	\$6,800	\$5,000	budget the same and add \$5K for a shed.
Udney Community Centre	\$11,400	\$13,300	\$1,900	No additional request. Adjusted to reflect actuals.
Longford Community Centre	\$29,300	\$48,000	\$18,700	
Atherley Community Centre	\$11,100	\$9,000	-\$2,100	
Recreation (Breachin Community Centre)	\$13,400	\$9,700	-\$3,700	Adjusted to reflect the actuals.
Economic Development (Breachin & Beyond)	\$8,500	\$9,000	\$500	Adjusted to reflect the actuals.
Community Policing	\$3,400	\$3,700	\$300	Adjusted to reflect the actuals.
Couchiching Detachment Board***	\$23,900	\$23,900	\$0	As per the Board 2026 Budget.
Awards Committee	\$800	\$800	\$0	
Library	\$471,500	\$476,500	\$5,000	
Total Internal Grants Requested	\$625,100	\$650,700	\$25,600	
Royal Canadian Legion	\$0	\$10,000	\$10,000	Donation for building renovations
Chamber of Commerce	\$100	\$100	\$0	Annual membership
Born to read	\$300	\$300	\$0	
Simcoe County Bursary	\$1,000	\$1,000	\$0	
Total Grants Requested	\$626,500	\$662,100	\$35,600	

2026 Budget Summary			
Actuals as of November 6, 2025			
Budget Summary	2025 Budget	2025 Actual	2026 Mayor Budget
Fixed Costs			
Wages and Benefits	7,935,300	6,350,893	8,913,900
Other	685,500	449,333	538,400
Insurance	729,600	565,066	722,300
Materials	1,148,900	949,131	1,230,200
OPP	2,140,900	1,213,868	2,038,000
Legal Fees	207,900	277,857	250,000
Contracted Services	5,991,200	5,499,500	5,925,500
Grant Expense	672,100	651,225	762,400
Vehicle and Equipment	636,400	460,286	558,400
Utilities	624,700	477,142	637,900
Debt and Interest	909,800	0	2,246,000
Total Fixed Costs	21,682,300	16,894,300	23,823,000
Budgeted Reserve Transfers			
To Reserves	1,081,400	1,173,900	880,700
From Reserves	(1,396,600)	(1,396,600)	(2,527,600)
Total	(315,200)	(222,700)	(1,646,900)
Capital			
Infrastructure	5,541,600	448,464	4,856,700
Fire	127,000	106,354	372,500
Admin	527,100	73,467	485,500
Council	0	0	19,000
Recreation & Trails	132,700	123,082	300,000
Water	1,905,100	270,840	618,600
Wastewater	4,219,800	528,918	11,090,800
Other	469,600	95,912	495,500
Total Capital	12,922,900	1,647,037	18,238,600
Total	35,686,600	19,715,237	42,942,300
Municipal Tax Rate Increase			4.05%
Breakdown of the Municipal Tax Rate Increase			
Percentage of tax rate for investment into reserves			4.23%
Percentage of tax rate for operational and capital expenses			-0.18%

2026 Budget Council



Council 2026 Budget Highlights

- \$134,100 investment from reserves to fund 2026 election expenses
- Election-related costs included for 2026:
 - Election Coordinator (one-year contract): \$88,100
 - Advertising: \$5,900
 - Postage: \$2,000
 - Stationary: \$6,300
 - Election workers, election software, and vendors: \$31,800
- Communications increase reflects proper allocation of Office 365 licenses (not a true budget increase).
- Legal budget increase by \$10,000, based on previous year's actuals.
- \$70,000 investment to reserves to support election costs.
- Salaries & Benefits include 2 new positions: Election Coordinator (one-year contract) and part-time Council Admin Assistant.

2026 Council Budget Summary			
Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Reserves-Revenue	-	-	(134,100.00)
Revenues Total	-	-	(134,100.00)
Expenses			
Capital	-	-	19,000.00
Contracted Services	4,200.00	3,174.55	40,700.00
Insurance	5,600.00	1,919.42	5,600.00
Legal Fees	25,000.00	23,067.98	35,000.00
Materials	800.00	116.01	16,400.00
Other-Expense	5,700.00	5,928.83	9,200.00
Reserves-Expense	26,500.00	26,500.00	70,000.00
Salaries & Benefits	329,500.00	260,284.17	419,400.00
Training/ Mileage	42,700.00	32,556.33	42,000.00
Utilities	1,500.00	1,599.04	1,600.00
Expenses Total	441,500.00	355,146.33	658,900.00
Net Levy Required	441,500.00	355,146.33	524,800.00

2026 Council Capital Projects

Council Capital Projects Summary		
Project Name	Budgeted Cost	Project Summary
Computer Replacement Program	\$19,000	Replace 7 laptops & funding for possible technology improvement/replacement in the Council Chamber
Total	\$19,000	



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Computer replacement program

PROJECT STATUS :

PROJECT CATEGORY: Software/Technology

DEPARTMENT: Council

STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 19,000.00

MULTI-YEAR PROJECT: Yes

POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The purpose of this project is to replace 7 for the newly elected officials at the end of 2026. With the increase reliance of operational functionality on digital solutions, maintaining the functioning equipment will ensure that business can carry on with minimal interruptions. We estimate \$2,000 per device and we typically buy laptops as the cost difference of a laptop versus desktop is negligible and laptops provides more flexibility for either work from home, bring to meetings or other similar opportunities. In addition, an amount of \$5,000 has been added to cover the cost of other technology items as needed for the for the Council Chamber An example would be a moving camera (owl) or microphones.	Computers and laptops are replaced on a 5 years basis. Technically, this project could wait in 2027 since the laptops are 4 years old but it would be easier for elected officials to get new devices ready when the new term starts.
	OPERATING IMPACT



Budget Submission: New Staff Request

Budget 2026

POSITION TITLE:	Election Coordinator	PROPOSED SALARY BAND:	Band 7
EMPLOYMENT TYPE:	Full-Time Contract (12 months)		
DEPARTMENT/DIVISION:	Legislative Services		
POSITION REPORTS TO:	Director of Legislative Services/Clerk	OTHER COSTS:	Training, Laptop, Cell Phone
POSITION SUPERVISES:	N/A		
STRATEGIC PRIORITY:	Service Excellence	TOTAL COST:	\$92,000
		FUNDING SOURCE(S):	Election Reserve

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Brief Summary of Position This request is to fund a one-year Election Coordinator position to support the planning, organization, and execution of the 2026 Municipal and School Board Election for the Township of Ramara. Key Responsibilities The Election Coordinator will oversee the following key components: Election Planning and Logistics (40%) Coordinate timelines, secure voting locations, manage supplies, and liaise with vendors and service providers. Staffing and Training (25%) Coordinate recruitment, training, and scheduling for election workers, ensuring compliance with legislative requirements. Communications and Public Engagement (15%) Participate in the development and distribution of election-related communications, including candidates' guides, voter education materials, and website updates. Compliance and Reporting (10%) Ensure adherence to the <i>Municipal Elections Act</i> and other relevant legislation, and assist with post-election reporting. Technology and Systems Support (10%) Support the implementation and testing of election software and voting systems. This position will support existing processes and provide dedicated capacity to ensure the election is conducted efficiently, transparently, and in compliance with all legislative requirements. Qualifications and Experience Preferred Education: Completion of post-secondary education in public administration, political science, business administration, law, communications, or a related field. Experience: Previous experience coordinating municipal elections is strongly preferred. Three years' experience working in a municipal government office environment is also preferred. Skills: Strong organizational, communication, and project management skills; familiarity with election legislation and procedures. Certifications: Completion of AMCTO election training or similar certification is considered an asset.	Rationale for Position The Election Coordinator position is needed to ensure the successful delivery of the 2026 Municipal and School Board Election, which is a legislated responsibility under the <i>Municipal Elections Act</i>. The complexity and scale of an election requires dedicated focus and coordination beyond existing staff capacity. This position will: - Ensure compliance, logistics, and public engagement. - Enhance service levels by ensuring timely planning, training, and execution of election activities. - Support organizational growth and transparency by improving voter experience and confidence in the electoral process. - The role is directly tied to a legislated service delivery requirement and supports the Township's commitment to democratic governance and public accountability. Risks of Not Proceeding If this position is not funded, risks include compliance, operational impacts, and impacts to other areas of the organization as existing staff would be required to absorb all election duties. Alternatives Considered: Redistributing responsibilities among current staff was considered but deemed unviable due to existing workloads and the specialized nature of election coordination.
	ADDITIONAL NOTES (if any) Timeline Sensitivity: The 2026 Municipal and School Board Election requires extensive pre-planning beginning in early 2026. Approval of this position will ensure recruitment and onboarding can occur in time to meet critical milestones. Temporary Nature: This is a time-limited role tied directly to the election cycle, which helps manage costs while still addressing a legislated requirement. Post-Election Support: The role may also assist with post-election activities such as reporting, archiving, and transition support for newly elected officials.



Budget Submission: New Staff Request

Budget 2026

POSITION TITLE:	Executive Assistant to Mayor, Council & Corporate Services
EMPLOYMENT TYPE:	FTE
DEPARTMENT/DIVISION:	Corporate Services/Legal
POSITION REPORTS TO:	General Manager of Corporate Services/Legal
POSITION SUPERVISES:	N/A
STRATEGIC PRIORITY:	Service Excellence

PROPOSED SALARY BAND:	Band 5 (\$28.31-\$33.12)
OTHER COSTS:	MAP Program (~\$1,000/year), laptop (TBD), cell phone (TBD), M365 licence (TBD), Adobe Pro licence (TBD), LaserFiche licence (TBD)
TOTAL COST:	\$95,000
FUNDING SOURCE(S):	Admin Operating Budget/Council Operating Budget

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Brief Summary of Position: Request for a full-time administrative position to provide shared executive support to the General Manager of Corporate Services/Legal and to the Mayor and Council. The role is intended to streamline political and senior administrative operations, ensure high-quality service to Council and the public, and provide dedicated support to a new GM position. Key Responsibilities: Support to Mayor and Council: (50%) • Manage Mayor's calendar, inbox, and correspondence. • Coordinate a direct response process for responding to community inquiries addressed to Mayor and Council. • Coordinate attendance and logistics for community events and speaking engagements. • Coordinate requests such as proclamations, certificates, and flag raisings. • When required, coordiante refreshments for Council meetings/functions. • In coordination with the Manager of Communications & Community Experience and other staff, prepare briefings, backgrounders, and follow-up documentation as needed. • Scope Clarification: Support to Council will focus on facilitating approved activities, such as: • Registering for Council-approved conferences or workshops • Coordinating and circulating invitations to community events • Assisting with the drafting or formatting of Council-related reports • Managing general Council communications (e.g. flag raisings, proclamations) through a centralized approach Support to GM of Corporate Services/Legal: (50%) • Provide calendar, email, and meeting support. • Assist with drafting correspondence, presentations, and reports. • Coordinate administrative aspects of projects or departmental initiatives. • Serve as a liaison between the GM's office and other departments as needed. • Maintain confidential records and assist with workflow tracking. • Other duties as determined with GM. Qualifications and Experience: • Administrative or executive assistant experience. • Strong organizational, communication, and political acuity. • Ability to manage competing priorities and handle confidential information. • Familiarity with municipal governance and Council protocols an asset. • Experience coordinating schedules and public-facing events. • Registration or completion of the AMCTO Municipal Administration Program is an asset.	Rationale for Position: • Provide direct administrative support to the Mayor and Members of Council, ensuring consistency and professionalism in calendar management, correspondence, and constituent response. • Manage Council services such as proclamations, flag raisings, certificate requests, and events. • Support the new General Manager of Corporate Services/Legal with administrative coordination, project support, and meeting preparation. • Increase overall efficiency by allowing elected officials and senior staff to focus on higher-level decision-making and policy work. • Address current administrative gaps and create capacity for the GM role. • Enhances responsiveness to the public and ensures consistent Council support. • There is currently not a dedicated staff resource to provide administrative support to Mayor and Council. This position would reduce ad hoc support requirements from other staff. Risks of Not Proceeding: • Reduced capacity for the GM and Mayor to manage administrative demands effectively. • Slower response times to public, partners, and internal staff. • Inconsistent coordination of Council events and ceremonial requests. • Potential reputational impact for lack of responsiveness or unaddressed requests. • Missed opportunity to support leadership transition for the new GM. • Continuing with current informal or ad hoc support is not sustainable given Council and GM workload. • Two separate positions (one for Council, one for GM) would increase cost and reduce flexibility. ADDITIONAL NOTES (if any) • The role is intended to support Council as a whole and provide direct support to the Mayor, particularly in areas such as calendar coordination, event appearances, constituent communication, and ceremonial requests. • Notably, this position is not intended to serve as a personal assistant or secretary to individual Council members. It will not include tasks such as managing individual Councillor inboxes or scheduling unrelated personal meetings. • This structure ensures equitable support to all Members of Council, while also maintaining efficiency and consistency.

2026 Budget Administration



Administration 2026 Budget Highlights (1 of 2)

- The reduction in other revenues from 2025 is due to investment coming to term in 2025. There are no investments maturing in 2026.
- Starting in 2026, Pits & Quarry revenues - which are revenues from the Province for aggregates - has been moved from the Administration budget to the Infrastructure budget as those funds are recommended to be used for roads projects and maintenance.
- The revenues originating from reserve is lower in 2026 compared to 2025 as the use of reserve is not anticipated to fund the 2026 OPP cost. The \$212,500 remaining funding from reserve is for the Rogers Fiber optic project. Staff are in discussion with Rogers and this project could be completed in late 2025 but it hasn't been confirmed, therefore, it is included in the 2026 Budget.
- The reduction in capital projects of \$41,600 is due to fewer projects required for 2026.
- The reduction in the contracted services is due to the cost allocation of Office 365 licenses to appropriate departments.

Administration 2026 Budget Highlights (2 of 2)

- OPP cost is an estimate. The 2026 billing cost will be sent over to municipalities later in the Fall.
- The reduction in investment to reserves from the 2025 Budget is due to the high 2025 OPP cost. Part of the increase was financed from reserves to mitigate the impact on the 2025 tax rate increase. The OPP cost was later revised to a lower amount, and the savings were invested in reserve. The remaining amount of \$300,200 includes \$120,000 set aside to fund the replacement of the Financial Software in the next few years, \$82,700 for accessibility projects, and \$97,500 additional revenues through the Ontario Municipal Partnership Fund (OMPF) grant.
- There is an increase in the Salaries & Benefits budget. More details are provided in the following slides.

2026 Administration Budget Summary			
Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Development Charge	-	(183,676.13)	-
Grant-Revenue	(1,224,800.00)	(870,375.00)	(1,322,300.00)
Other-Revenue	(541,700.00)	(173,391.33)	(188,300.00)
Penalties and Interests	(385,000.00)	(455,693.68)	(388,000.00)
Pits & Quarry Revenue	(480,000.00)	(491,283.20)	-
Reserves-Revenue	(405,200.00)	(405,200.00)	(222,500.00)
Tax Revenue	(140,000.00)	(22,766,302.69)	(192,800.00)
User Fees	(32,000.00)	(36,475.85)	(34,700.00)
Revenues Total	(3,208,700.00)	(25,382,397.88)	(2,348,600.00)
Expenses			
Capital	527,100.00	73,467.05	485,500.00
Contracted Services	403,500.00	210,105.03	336,500.00
Grant-Expense	200,600.00	179,725.00	178,800.00
Insurance	94,100.00	335,594.43	92,900.00
Interest & Bank Charges	14,000.00	7,510.09	12,500.00
Legal Fees	65,900.00	40,145.20	75,000.00
Library Grant	471,500.00	471,500.04	476,500.00
Materials	101,600.00	82,018.28	89,800.00
OPP	2,140,900.00	1,213,868.35	2,038,000.00
Other-Expense	23,400.00	7,727.59	17,000.00
Principal Debt & Interest	243,700.00	-	245,600.00
Repairs & Maintenance	18,700.00	13,372.07	20,600.00
Reserves-Expense	397,400.00	397,400.00	300,200.00
Salaries & Benefits	2,065,900.00	1,576,178.59	2,384,300.00
Training/ Mileage	50,200.00	32,038.64	68,000.00
Utilities	46,000.00	31,758.63	49,000.00
Expenses Total	6,864,500.00	4,672,408.99	6,870,200.00
Net Levy Required	3,655,800.00	(20,709,988.89)	4,521,600.00

2026 Administration Capital Projects

Administration Capital Projects Summary		
Project Name	Budgeted Cost	Project Summary
Computer Replacement Program	\$17,000	Replace 7 laptops & accessories to maintain business continuity.
Administration Building Curbs	\$3,000	Replace deteriorating concrete curbs with durable rubber ones.
Administration Building Rooftop Unit	\$20,000	Replace aging HVAC rooftop unit to ensure reliable building climate.
Rogers Contribution Agreement – Broadband	\$212,500	Final broadband contribution per Rogers agreement.
Assessment of St-Andrew's and Bank in Brechin	\$233,000	Review the condition, structures and possibilities with those two building.
Total	\$485,500	



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Computer replacement program	CURRENT YEAR FUNDING REQUIREMENT: \$ 17,000.00
PROJECT STATUS :	
PROJECT CATEGORY: Software/Technology	MULTI-YEAR PROJECT: Yes
DEPARTMENT: Administration	
STRATEGIC PRIORITY: Sustainable Infrastructure	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The purpose of this project is to replace 7 laptops for the Finance, Corporate, Office of the CAO and HR servie area. With the increase reliance of operational functionality on digital solutions, maintaining the functioning equipment will ensure that business can carry on with minimal interruptions. We estimate \$2,000 per device and we typically buy laptops as the cost difference of a laptop versus desktop is negligible and laptops provides more flexibility for either work from home, bring to meetings or other similar opportunities. In addition, an amount of \$3,000 has been added to cover the cost of other technology items as needed. An example would be monitors and dock stations.	Computers and laptops are replaced on a 5 years basis. The risk of not completing this project is that it could impact the department's ability to maintain business continuity and interrupt services to customers.
	OPERATING IMPACT



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Administration Building Curbs
PROJECT STATUS : NEW
PROJECT CATEGORY: Infrastructure Renewal

DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 3,000
MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The Administrative Building utilizes concrete curbs within the parking lot areas, both for visitors and staff parking. The concrete curbs would be replaced with new rubber units (total of 22 units).	The existing concrete curbs were installed in 2011. From winter exposure and operations, the curbs are in poor condition and deteriorating. It is recommended to replace the existing curbs with new rubber curbing that is more resilient to the winter conditions and will last longer than the existing ones.
	OPERATING IMPACT There is no change to the operating budget.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Administration Building Rooftop Unit	CURRENT YEAR FUNDING REQUIREMENT: \$ 20,000
PROJECT STATUS : NEW	
PROJECT CATEGORY: Infrastructure Renewal	MULTI-YEAR PROJECT: Yes
DEPARTMENT: Infrastructure	
STRATEGIC PRIORITY: Sustainable Infrastructure	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The Administrative Building utilizes three (3) rooftop units. These units require replacement to provide continued operation of the HVAC system within the building. This project will require one (1) of the units to be replaced each year for the next three years.	The rooftop units provide heating and cooling for the Administration Building. These units have exceeded their useful life and parts to repair and maintain these units are becoming obsolete. To maintain this asset in a state of good repair, the rooftop units require replacement. Given the current condition of these units, failing to replace them increases the likelihood of an emergency breakdown. Such an event could disrupt Township administrative operations and negatively affect others who use the building, including the Library
	OPERATING IMPACT
	No change to the operating budget.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Rogers Contribution Agreement - Broadband Project
PROJECT STATUS : In Progress
PROJECT CATEGORY: Council Directed

DEPARTMENT: Chief Administrative Office
STRATEGIC PRIORITY: Strategic Growth

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 212,500

MULTI-YEAR PROJECT: Yes

POTENTIAL FUNDING SOURCE(S): Reserve

DESCRIPTION, SCOPE & PURPOSE

In 2021, the Township entered into a Contribution Agreement with Rogers Communications Canada Inc. to co-fund the construction of new broadband infrastructure within the community.

The Township committed to contributing \$425,000 toward total project costs of \$4,816,833, with Rogers funding the remaining \$4,391,833.

The payment structure as per the agreement included the following:

- \$212,500 paid December 31, 2021 (released)
- \$212,500 due upon project substantial completion (to be released once work is substantially complete).

STATEMENT OF JUSTIFICATION

This budget represents a contractual obligation under the Contribution Agreement signed with Rogers. The Township's financial responsibility was set at \$425,000, with half paid in 2021 and the remaining half payable upon project completion.

Funds for the Township's remaining contribution have been set aside in the Reserve to be released once Rogers confirms substantial completion.

OPERATING IMPACT

No change to the operating budget.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: St. Andrews Hall & Former Standard Bank (Brechin)
PROJECT STATUS : In Progress
PROJECT CATEGORY: Council Directed

DEPARTMENT: Chief Administrative Office
STRATEGIC PRIORITY: Strategic Growth

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 233,000

MULTI-YEAR PROJECT: Yes

POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The Township purchased the properties at 2287 and 2291 Highway 12 (St. Andrews Hall and the former Standard Bank) in 2023. A Rural Economic Development (RED) grant was secured in 2024 to support revitalization.	The Township will be completing public consultation in the fall of 2025 regarding next steps for these buildings to determine a path moving forward. The 2026 capital budget includes the Township's municipal contribution allocation of \$233,000.
	OPERATING IMPACT No change to the operating budget.



Budget Submission: New Staff Request

Budget 2026

POSITION TITLE:	IT & Process Coordinator
EMPLOYMENT TYPE:	FTE
DEPARTMENT/DIVISION:	Chief Administrative Office
POSITION REPORTS TO:	EA to the CAO/Strategic Initiatives Coordinator
POSITION SUPERVISES:	N/A
STRATEGIC PRIORITY:	Service Excellence

PROPOSED SALARY BAND:	Band 7 (\$36.52-\$42.72)
OTHER COSTS:	Laptop (TBD), M365 E5 (TBD), Adobe Pro (TBD), LaserFiche (TBD), CoPilot Pro (TBD), possibly other licences to be determined based on need.
TOTAL COST:	\$115,000
FUNDING SOURCE(S):	Admin Operating Budget

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Brief Summary of Position: Request for a new full-time position to support internal IT oversight, digitization efforts, and corporate project execution. This role would fill current service gaps, create organizational capacity, and support innovation, including exploration of AI and automation opportunities. Key Responsibilities: • Manage day-to-day relationship and service agreement with the County of Simcoe IT provider. • Monitor internal IT service needs and gaps. • Provide light internal tech support where appropriate. • Provide back-up support for Council meeting livestreaming. • Maintain and oversee software licence tracking and vendor contracts. • Support and maintain inventory of Township IT hardware and research/establish hardware policies and replacement lifecycle programs. • Support and maintain back-end systems (e.g. website CMS, CityWide, intranet, LaserFiche, online forms). • Create and maintain IT governance policies and procedures. • Maintain IT training documentation and onboarding materials. • Collaborate with Strategic Initiatives Coordinator on corporate-wide projects, including digitization and process improvement. • Research and assess responsible uses of automation/AI within municipal operations. Monitor emerging digital trends, technologies, and tools (e.g. AI, low-code platforms, process automation) to identify opportunities for innovation or improved service delivery within the Township. Qualifications and Experience: • Post-secondary education in IT, Business Technology Management, Public Administration, or a related field. • Experience in IT coordination or project coordination roles. • Familiarity with municipal systems (CityWide, CivicWeb, website CMS, SharePoint, etc.) is an asset. • Strong technical troubleshooting, communication, and organizational skills. • Demonstrated ability to identify knowledge gaps and learn new systems and tools independently. • Demonstrated understanding of AI trends and digital tools relevant to the public sector. • Lean Yellow or Green Belt certification is an asset.	Rationale for Position: • Liaison with County to actively manage the Township's IT services contract (currently managed by the Treasurer). • Provide continuity and internal oversight for IT-related files and process improvements. • Create capacity for other departments by assuming fragmented IT responsibilities currently held by the Director of Financial Services/Treasurer and Building Maintenance Supervisor. • Support Strategic Initiatives Coordinator with execution and maintenance of continuous improvement projects, digital transformation, and governance (e.g. policy management, digital process SOPs). • Respond to Council's interest in the Township's approach to AI and help assess responsible, cost-effective applications. • Currently, staff across departments spend ad hoc time troubleshooting software issues directly with vendor tech support, which can be time-consuming and inefficient. This position would support more efficient internal processes and reduce reliance on external vendors for system troubleshooting. • Over time, this role could also establish and maintain a centralized knowledge hub for internal systems and software, providing a reference point for common issues, troubleshooting steps, licence tracking, and how-to guides. • May help reduce costs or increase ROI through digitization, process efficiency, and AI-supported innovation and identifying opportunities to consolidate software or find more effective solutions. Risks of Not Proceeding: • Ongoing gaps in IT oversight and back-end system maintenance. • Continued inefficiencies and duplication of effort. • Delayed progress on digitization, process improvements, and AI exploration. • Limited ability to respond to Council direction or innovate effectively. • Continuing with current structure is not sustainable and takes time away from core responsibilities. • Outsourcing all functions would be more expensive and limit internal knowledge retention. • Contract or part-time roles would not provide the same level of continuity or availability. ADDITIONAL NOTES (if any) • This role is not intended to lead strategy but rather support implementation and ongoing maintenance with subject matter expertise under the direction of the Strategic Initiatives Coordinator. • The position builds operational capacity to "get things done" once strategic direction is approved. • Alignment with Council's interest in modernization and technology use, including AI.



Budget Submission: New Staff Request

Budget 2026

POSITION TITLE:	Financial Analyst	PROPOSED SALARY BAND:	Band 8 \$40.81 to \$47.74
EMPLOYMENT TYPE:	Permanent Full Time		
DEPARTMENT/DIVISION:	Financial Services		
POSITION REPORTS TO:	Manager of Financial Services/Deputy-Treasurer	OTHER COSTS:	Licences, Laptop, Software
POSITION SUPERVISES:	N/A		
STRATEGIC PRIORITY:	Service Excellence	TOTAL COST:	\$115,000
		FUNDING SOURCE(S):	Operating - Admin

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Summary: The Financial Analyst position will do day to day accounting tasks such as monthly reconciliations for various departments and journal entries. This position will be involved in taxation, utilities, accounts receivable and accounts payable as a backup to support current staff during peak times and holidays. They will also be able to prepare documents and data for budgeting, year end and other reports the Treasurer is required to submit. Key Responsibilities: Implement Monthly Reconciliations & Departmental Reporting (20%) This position presents an opportunity to introduce a consistent monthly reconciliation process. The Financial Analyst will also take on accounting responsibilities for the Library, prepare monthly financial reports for all departments and Boards, and do journal entries. Optimize Workload Distribution to Enhance Efficiency & Accuracy (20%) This position creates an opportunity to rebalance responsibilities within the Finance team, allowing staff to focus on their core functions and improve overall service quality. By taking on tasks such as bank reconciliations and selected Accounts Payable duties (e.g. EFT payments and mortgage company entries), the Financial Analyst will help ensure timely completion of key processes and reduce the potential for delays or errors. This support will alleviate pressure on existing staff and contribute to a more efficient and resilient financial operation. Support Audit Preparation & Strategic Financial Projects (30%) This position would be involved in the audit process as some accounts will be reconciled monthly; therefore the audit process should be more efficient. The Financial Analyst will also assist with resolving legacy financial issues, such as organizing reserves, working on capital plans, and supporting Development Charges (DC) calculations and reconciliations. Enhance Budget Development & Financial Planning (30%) The Financial Analyst will be involved in the Budget process to gather data and enter bulk information such as hydro, insurance, calculating wages and different allocations to services, and prepopulating many accounts that are done by the Treasurer. This position will not replace any role but will support all Finance staff. This will allow senior staff to focus on complex financial analysis and strategic planning. Qualifications and Experience: • Minimum 5 years experience in an accounting position • University degree	Rationale for Position: The Finance Division is at a pivotal point where additional support is essential to maintain service quality and ensure sound financial management. Staff are committed and working diligently, but current workloads are unsustainable, leading to challenges in meeting deadlines, taking time off, and maintaining accuracy. This position offers a proactive solution to improve capacity, reduce pressure on existing staff, and strengthen internal processes. Introducing a Financial Analyst will help prevent issues such as delayed payments, unreconciled deposits, and missed billing cycles, which have previously resulted in late fees and duplicate payments. By redistributing tasks and introducing monthly reconciliations, this role will help mitigate risk and improve service delivery. Additionally, the division currently lacks cross-training, which creates vulnerability when staff are unavailable. This position will provide stability and continuity, reducing reliance on senior leadership to step in for day-to-day tasks and allowing them to focus on strategic priorities. This role would also help manage internal financial processes. This role is not a legislative/regulatory requirement. Risks of Not Proceeding: Without this position, the Township faces continued risk of financial errors, staff burnout, and operational inefficiencies. The Director and Manager are frequently pulled into routine tasks, limiting their ability to focus on oversight, planning, and strategic initiatives. While the division has made significant improvements over the past three years, resource limitations continue to hinder progress. This position would allow the team to leverage new budgeting software, clean up the chart of accounts, and resolve outstanding issues, positioning the Township for a successful 2025 audit and a well-prepared 2027 budget cycle. ADDITIONAL NOTES (if any) If this position is not approved for 2026, it will be revisited in the 2027 budget cycle, as the role is needed. The Finance Division impacts all departments, residents, vendors, and the Township's reputation. This position has been filled on a short-term basis in 2025, and even in that limited time, it has been a valuable addition for the Finance Division's operations. Maintaining this momentum through a permanent position would allow the Township to continue building a more resilient and efficient financial function.



Budget Submission: New Staff Request

Budget 2026

POSITION TITLE:	Corporate Services Student	PROPOSED SALARY BAND:	
EMPLOYMENT TYPE:	Student Contract		
DEPARTMENT/DIVISION:	Legislative Services		
POSITION REPORTS TO:	Director of Legislative Services/Clerk	OTHER COSTS:	Laptop, Software
POSITION SUPERVISES:	N/A		
STRATEGIC PRIORITY:	Service Excellence	TOTAL COST:	\$14,000
		FUNDING SOURCE(S):	Operating/Possible Funding

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Brief Summary of Position This request is to fund a temporary student position within Corporate Services to support key administrative functions including records management, election preparation, and file organization. Key Responsibilities The Corporate Services Student will assist with: Records Management (40%) Support the organization, digitization, and maintenance of municipal records in accordance with the Township's retention schedule and privacy policies. Election Support (30%) Assist with administrative tasks related to the 2026 Municipal and School Board Election, including preparing materials, organizing supplies, and supporting communications. Administrative Support (30%) Help with general file clean-up, scanning, indexing, and other clerical duties to support foundational system improvements (e.g. iCompass/CivicWeb). This position will support existing staff and provide additional capacity to advance key initiatives. Qualifications and Experience Preferred Education: Enrolled in a post-secondary program in public administration, political science, records/information management, or a related field. Skills: Strong attention to detail, organizational skills, and proficiency with Microsoft 365 and document management systems. Experience: Previous office or municipal experience is an asset but not required. Certifications: None required; familiarity with records management principles is considered an asset.	Rationale for Position This position is needed to support the Corporate Services team during a time of increased operational demand, particularly related to election preparation and foundational records work. It provides an opportunity to advance strategic priorities while offering meaningful work experience to a student. Strategic Alignment: This position supports several ongoing strategic initiatives, including foundational systems cleanup (e.g. iCompass/CivicWeb), annual records destruction, and election readiness for 2026. Cost-Effective Support: Hiring a student provides a cost-effective way to increase capacity during peak workload periods, while also offering valuable municipal experience to a future professional. Seasonal Timing: The timing of this role aligns well with summer student programs and pre-election preparation, making it ideal for onboarding and training without long-term commitment. Workforce Development: This position contributes to workforce development by engaging students in public service and exposing them to municipal operations, potentially supporting future recruitment efforts. Scalable Support: The student can assist across multiple areas (records, election, admin), allowing flexibility in task assignment based on evolving departmental needs. Risks of Not Proceeding Without this support, existing staff may face challenges managing workloads and meeting deadlines for records organization, election readiness, and advancing key priorities. This would reduce focus on these areas and could impact compliance, service delivery, and the Township's ability to maintain accurate and accessible records. ADDITIONAL NOTES (if any)

2026 Budget Fire Department



Fire 2026 Budget Highlights

- Fire Department revenues are lower in 2026 as no vehicle or equipment sales are planned, and no reserve transfers are needed to fund projects.
- Contracted services have been adjusted to reflect price increases on contracts.
- The capital section has an increase of \$239,500 mostly due to a partial payment to secure the purchase of a Tanker Truck in 2027.
- The investment to reserve has been increased by \$100,000 to set money aside to fund the expansion of Station 1. This project has been removed from budget for a few years, and the original quote was estimated at \$700K.
- The increase in the Salaries & Benefits is due to additional budgeted resources. More details are provided in the following slides.

2026 Fire Budget Summary			
Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Gain/Loss on Sale-Revenue	(3,500.00)	(27,436.66)	-
Grant-Revenue	-	(35,053.08)	-
Other-Revenue	(84,500.00)	(76,997.21)	(84,500.00)
Reserves-Revenue	(30,000.00)	(30,000.00)	-
Revenues Total	(118,000.00)	(169,486.95)	(84,500.00)
Expenses			
Admin Contracted Services	39,600.00	42,026.85	42,100.00
Admin Materials	43,200.00	29,021.88	43,000.00
Capital	127,000.00	106,353.86	372,500.00
Contracted Services	109,400.00	1,709,318.56	117,600.00
Fire Prevention	1,800.00	1,625.80	1,800.00
Insurance	98,600.00	33,265.36	98,600.00
Materials	39,200.00	56,555.80	37,900.00
Radio	17,800.00	11,803.91	17,900.00
Repairs & Maintenance	36,000.00	28,314.37	37,000.00
Reserves-Expense	150,000.00	150,000.00	250,000.00
Salaries & Benefits	1,081,900.00	1,014,571.42	1,161,200.00
Training/ Mileage	56,600.00	21,916.12	57,000.00
Utilities	68,000.00	56,220.99	65,800.00
Vehicles & Equipment	68,500.00	60,308.43	75,500.00
Expenses Total	1,937,600.00	3,321,303.35	2,377,900.00
Net Levy Required	1,819,600.00	3,151,816.40	2,293,400.00

2026 Fire Capital Projects

Fire Capital Projects Summary		
Project Name	Budgeted Cost	Project Summary
Breathing Apparatus	\$6,000	Replace SCBA facepieces & wear parts for firefighter safety.
Bunker Gear	\$28,000	Annual replacement of nine sets of bunker gear to meet NFPA standards.
Communication Equipment	\$13,000	Replace/upgrade radios and gear to ensure reliable fire communications.
Computer Equipment	\$12,000	Replace aging computers to maintain reliable fire operations.
Hose and Appliances	\$6,000	Replace damaged hoses and appliances for frontline apparatus.
Specialized Fire Equipment	\$49,500	Replace gas monitors, generator, pump, suits & rescue craft.
Vehicles and Equipment	\$252,000	Order Tanker 1 replacement; delivery and full cost expected in 2027.
Fire Hall 2 UV	\$6,000	Replace end-of-life UV water disinfection system.
Total	\$372,500	



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Breathing Apparatus
PROJECT STATUS : EXISTING
PROJECT CATEGORY: Infrastructure Renewal

DEPARTMENT: Fire and Rescue Services
STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 6,000
MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Self-Contained Breathing Apparatus Replacement Replacement of damaged face pieces and wear parts on the Self-Contained Breathing Apparatus (SCBA). This project will be completed in the requested budget year.	Equipment required to perform duties The Fire Service SCBA equipment is a substantial financial commitment every 15 years. During the 15-year life span of the SCBA equipment there is considerable wear on the equipment, requiring parts replaced annually. If this budget item is not funded, the SCBA equipment will not be able to be used. This item is considered a lifecycle replacement of certain components and is an ongoing budget requirement. SCBAs are a mandatory requirement for the health and safety of firefighters.
	OPERATING IMPACT The duration of this budget item is on an ongoing basis and is a maintenance item for existing equipment.



Capital Project Budget Submission

Budget 2026

PROJECT NAME:

Bunker Gear

PROJECT STATUS :

EXISTING

PROJECT CATEGORY:

Infrastructure Renewal

DEPARTMENT:

Fire and Rescue Services

STRATEGIC PRIORITY:

Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT:

\$ 28,000

MULTI-YEAR PROJECT:

No

POTENTIAL FUNDING SOURCE(S):

Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Bunker Gear Replacement Bunker gear is provided as the first level of defense to the Suppression Team when dealing with hazardous environments. With a complement of 92 firefighters this project replaces nine sets of gear per year.	Equipment required to perform duties Bunker gear is provided to protect our most valuable asset, the responders. This desire to protect the personnel is also identified in NFPA standards and section 21 of the <i>Occupational Health and Safety Act</i> and stipulates under NFPA 1851 Firefighting protective clothing has a life span of no more than ten years. If this budget item is not funded the Township will be in contravention of the legislation and unable to perform firefighting duties. This item is considered a lifecycle replacement and is an ongoing requirement. OPERATING IMPACT The duration of this budget item is on an ongoing basis and is a replacement item for existing equipment.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Communication Equipment	CURRENT YEAR FUNDING REQUIREMENT: \$ 13,000
PROJECT STATUS : EXISTING	
PROJECT CATEGORY: Infrastructure Renewal	MULTI-YEAR PROJECT: No
DEPARTMENT: Fire and Rescue Services	
STRATEGIC PRIORITY: Sustainable Infrastructure	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Communication Equipment Replacement Effective communication is essential in every emergency response undertaken by the fire service and operational equipment plays a vital role in enabling these critical exchanges. This capital item is intended to replace damaged gear, retire equipment that has reached the end of its service life, and supply new gear for onboarding firefighters. Communication equipment captures the entire two-way radio network including portable radios, mobile radios, base station radios, repeaters, towers and firefighter pagers.	Equipment required to perform duties Communication has been identified in many firefighter fatality inquiries as a key factor to address when looking to mitigate future fatalities. Effective communication in the fire service when coordinating a team effort is paramount. Clear and reliable communications are required for the health and safety of the firefighters. If this budget item is not funded, effective communication with staff during fire department operations is not possible. The Municipal Emergency Plan also relies on this stand-alone communication network when all commercial services are down. The municipality owns this infrastructure and is not reliant on third-party providers. In addition, Operations Staff use this system for their day-to-day communications when in the field or if cell service is down or inadequate. This item is considered a lifecycle replacement and is an ongoing requirement.
	OPERATING IMPACT The duration of this budget item is ongoing and is a replacement item for existing equipment.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Computer Equipment

PROJECT STATUS : EXISTING

PROJECT CATEGORY: Infrastructure Renewal

DEPARTMENT: Fire and Rescue Services

STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 12,000

MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Computer Equipment Replacement Computers are essential for carrying out work functions and operating within modern networked and technological environments. Due to the limited lifespan of hardware and software, regular replacement is required in accordance with Township policy to ensure systems remain current and functional.	Equipment required to perform duties To continue with the current level of service and the ability to communicate with citizens, the systems used by Fire and Rescue Services must be current and compatible. Without funding for this budget item, effective communication, training facilitation, and the high level of community engagement that has become standard will not be possible. This item is considered a lifecycle replacement and is an ongoing requirement.
	OPERATING IMPACT The duration of this budget item is fixed term on an ongoing basis and is a replacement item for existing equipment.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Hose and Appliances	CURRENT YEAR FUNDING REQUIREMENT: \$ 6,000
PROJECT STATUS : EXISTING	
PROJECT CATEGORY: Infrastructure Renewal	MULTI-YEAR PROJECT: No
DEPARTMENT: Fire and Rescue Services	
STRATEGIC PRIORITY: Sustainable Infrastructure	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Hose and Appliance Replacement During fire-related activities including training, emergency responses, and other deployments, damage to hoses and appliances occasionally occurs. With ten apparatus equipped with varying types and volumes of hose assemblies, nozzles, and appliances for diverse applications, this budget line enables the necessary annual replacement of damaged or worn equipment.	Equipment required to perform duties Without functioning hoses and appliances, frontline fire apparatus become unusable. This item is considered a lifecycle replacement and is an ongoing requirement. OPERATING IMPACT The duration of this budget item is ongoing and is a replacement item for existing equipment.



Capital Project Budget Submission

Budget 2026

PROJECT NAME:

Specialized Fire Equipment

PROJECT STATUS :

EXISTING

PROJECT CATEGORY:

Infrastructure Renewal

DEPARTMENT:

Fire and Rescue Services

STRATEGIC PRIORITY:

Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT:

\$49,500

MULTI-YEAR PROJECT:

No

POTENTIAL FUNDING SOURCE(S):

Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Specialized Fire Equipment Replacement This line item captures specialized equipment that has various life expectancies and many different applications. The purpose of this budget line for 2026 is to replace the following items that have met life expectancy or are in disrepair: * Four Gas Monitors and Bump Stations for all three halls (\$12,000) * Portable Generator (Station 3) (\$5,000) * Ice Commander Suits for all three halls (\$4,000) * Portable Pump (Station 1) (\$18,000) * Rapid Deployment Craft (Station 1) (\$10,500) All of these items play an important role in the delivery of the fire service and meeting the delivery expectations outlined in By-law 2021.50, which established and regulates the Fire Department.	Equipment required to perform duties The four gas monitors have a technological and consumable life span based on the technology of the sensors in the unit. The portable generator is due for replacement because of life expectancy, but was also worn beyond repair during the ice storm earlier this spring. Ice commander suits are to replace old suits at all three halls. The portable pump at Station 1 is beyond its life expectancy and has been ailed with ongoing repairs. Based on its age, replacement parts are difficult to obtain. The rapid deployment craft, which is used in ice-water rescue deployments, is an inflatable rescue craft that allows firefighters to enter water where no other devices can assist them. Station 1's rapid deployment craft has met its life expectancy. OPERATING IMPACT This budget line addresses a variety of various employed equipment with different life expectancies and includes replacement items for existing equipment.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Vehicles and Equipment	CURRENT YEAR FUNDING REQUIREMENT: \$ 252,000
PROJECT STATUS : EXISTING	
PROJECT CATEGORY: Infrastructure Renewal	MULTI-YEAR PROJECT: Yes
DEPARTMENT: Fire and Rescue Services	
STRATEGIC PRIORITY: Sustainable Infrastructure	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): Tax Levy & Reserves

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Vehicle Replacement Tanker Truck No. 1 (Tank 1), stationed at Station 1 in Brechin is approaching the end of its recognized service life, as defined by insurance underwriter guidelines. Tank 1 was placed into service in 2007, and although extended use has been permitted due to the municipality's small rural designation, the maximum allowable service life of 20 years will be reached in 2027. This request is being brought to Council at this time due to the current lead time for fire apparatus manufacturing, which averages just under two years. The plan is to issue a tender in 2026, place a deposit, which is typically equivalent to the cost of the chassis, in the same year, and take delivery of the apparatus in late 2027, with final payment due upon delivery. Based on preliminary budgetary estimates from suppliers, the anticipated total cost for the replacement vehicle is approximately \$850,000.	Functional Space The replacement of Tank 1 is a requirement by the insurance underwriters. The insurance underwriter is responsible for setting the cost for insurance for Ramara residents based on the fire protection level that the municipality offers. Tank 1 is an integral part of the delivery of enough water to perform fire suppression operations in areas of the Township that do not have municipal water service. If funding for this truck was not supported firefighting efforts would be greatly hindered and the Township would lose its Superior Tanker Shuttle accreditation. If accreditation is lost, the community would see significant cost increases to their individual insurance. This purchase is a lifecycle replacement.
	OPERATING IMPACT This is a fixed-term replacement happening every 20 years.



Capital Project Budget Submission

Budget 2026

PROJECT NAME:

Fire Hall 2 UV

PROJECT STATUS :

NEW

PROJECT CATEGORY:

Infrastructure Renewal

DEPARTMENT:

Infrastructure

STRATEGIC PRIORITY:

Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT:

\$6,000

MULTI-YEAR PROJECT:

No

POTENTIAL FUNDING SOURCE(S):

Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Fire Hall 2 is a public building that is required to meet the conditions of O. Reg. 319/08 - Small Drinking Water Systems, under the <i>Health Protection and Promotion Act</i>. As part of the directive, the Ultraviolet Light (UV) is used for disinfecting the water. This UV has reached its end of life and requires replacement.	The existing UV light at Fire Hall 2 is aged and requires replacement. As the unit continues to age, the risk of obsolescence of the parts of the unit increases, as well as the likelihood of failure of the major components. The new UV light will provide more reliability and maintain a crucial component required for the disinfection of the drinking water at Station 2.
	OPERATING IMPACT No change to the operating budget as these units are existing.



Budget Submission: New Staff Request

Budget 2026

POSITION TITLE:	Fire Prevention Officer / Training Coordinator
EMPLOYMENT TYPE:	FTE
DEPARTMENT/DIVISION:	Fire and Rescue Services
POSITION REPORTS TO:	General Manager of Protective Services / Fire Chief
POSITION SUPERVISES:	N/A
STRATEGIC PRIORITY:	Service Excellence

PROPOSED SALARY BAND:	Band 9 (\$43.05 - \$50.36)
OTHER COSTS:	Vehicle (\$6000 / year) OAFPO (- \$200/year), laptop (TBD), cell phone (TBD), M365 licence (TBD), Adobe Pro licence (TBD), LaserFiche licence (TBD)
TOTAL COST:	\$117,000
FUNDING SOURCE(S):	Fire Service Admin Operating Budget

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Brief Summary of Position: Request for a full-time Fire Prevention / Training Coordinator position to provide much needed fire prevention staff as well as coordination of training for our 92 members. Shared. The role is intended to enhance our proactive approach to fire prevention in the community as well as coordinate the annual training needs of the department to support our three volunteer training officers. Key Responsibilities: Fire Prevention Duties: (50%) • Manage all complaints and requests for Fire Prevention Services. • Proactively inspect and ensure compliance with the Ontario Fire Code including but not limited to high occupancy and assembly type buildings such as schools churches, camps etc. • Review, develop /enhance and coordinate Public Education programs with in the municipality. • Engage the public at speaking events and awareness campaigns. • Assist with the development of public messaging and safety tips for the community through out the year. • Maintain the current community programs, such as our Fire Alarm Program and school programs. Training Coordinator Duties: (50%) • Support the Training Officers with development of the annual training calendar. • Ensure training directives from the Chief and Deputy are captured in the calendar. • Track all training for all halls and provide updates as required. • Coordinate all mandatory training and assist with scheduling it for membership. • Organize off site training and coordinate with training officers on logistics. • Maintain confidential records and assist with training qualification tracking. • Other duties as determined with GM. Qualifications and Experience: • Certified Fire Prevention Officer with 5 years experience as an FPO • Fire Fighter I & II certification • Strong organizational, communication, and analytical acuity. • Ability to manage competing priorities and handle confidential information. • Familiarity with municipal governance and Council protocols an asset. • Experience coordinating schedules and public-facing events.	Rationale for Position: • Provide Fire Code compliance while working with the community on resolutions. • Provide Fire Code enforcement and commence litigation as required. • Ensuring all legislative requirements both in fire prevention and public education are being met and delivered accordingly. • Address current Fire Prevention and Training Coordination gaps identified in the Fire Master Plan and The Community Risk Assessment. • Enhances responsiveness to the public and ensures a proactive approach to fire prevention, rather than our current reactive model. • The current capacity of the municipality allows us to operate at the minimum of the standard for fire prevention by responding to complaints or request only. • To coordinate our three volunteer training officers, whos' full time jobs do not enable them enough time to coordinate training. Risks of Not Proceeding: • Training of staff will start to suffer as full time employment demands on volunteer trainers continue to increase. • Slower response times to public requests. • Building stock in Ramara continues to age and as uses change to multi family dwellings there is a heightened risk of fire with out fire prevention efforts. • legislated training for the fire service will become increasingly unattainable without this position. • Ramara's fire prevention program will remain reactive and not assist with deflating the fire risk.
	ADDITIONAL NOTES (if any) • The role is intended to support our training division as well as greatly advance our Fire Prevention and Public Education requirements. • Council direction was to pursue a part time Fire Prevention Officer opportunity with a neighbouring fire service. Those avenues were explored with limited to no success. As per Council direction this request is returning for consideration to make it a full time position and addressing our training needs as well.



Budget Submission: New Staff Request

Budget 2026

POSITION TITLE:	Summer Student - Emergency Management - Public Education
EMPLOYMENT TYPE:	Summer Student - Emergency Management
DEPARTMENT/DIVISION:	Fire and Rescue Services
POSITION REPORTS TO:	General Manager of Protective Services / Fire Chief
POSITION SUPERVISES:	N/A
STRATEGIC PRIORITY:	Service Excellence

PROPOSED SALARY BAND:	Band 2 (\$17.92 - \$20.96)
BENEFITS COST:	To be finalized by CAO
OTHER COSTS:	M365 licence (TBD), LaserFiche licence (TBD)
TOTAL COST:	To be finalized by CAO
FUNDING SOURCE(S):	Fire Service Admin Operating Budget

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Brief Summary of Position: Request for a summer student to assist with meeting the mandated updating of our emergency plan and confirming all contacts are current and still understand the requirements of their participation in the plan. This student will assist in updating paper copies of each MCEG members Emergency Response Plan binder and assist in updating public Emergency Response Plan binders at designated community centres. This student will also assist with the greater volume of public engagement and public education during the summer month as Ramara's population swells. Part of their public education portfolio is creating and setting up time released public service announcements and safety tips for the calendar year. Social media presence plays a big role in parts of our public engagement and the student will be helping create those public messaging and safety tips. Key Responsibilities: - Review the Municipal Emergency Plan to ensure contacts are current, valid and understand their role in the plan - update any areas of the plan that require changes under the guidance of the CEMC - Assist the Fire Services Administrative Assistant in developing PSA's and social media content that will be scheduled and released throughout the year. - Assist with organizing other departmental training materials as needed. Qualifications and Experience: - Prefer post secondary studies in emergency management and or public education fields. - Fluency in social media platforms and engaging public.	Rationale for Position: - This is work that must be completed and has been partially done by a volunteer for the last couple of years as our student was pulled from the budget for the last two years. Risks of Not Proceeding: - Ultimately we run the risk of not being compliant with provincial legislation. - The workload on our current Fire Administration is to cumbersome to allow them time to engage in this portion of work. We are currently maintaining the minimums but as time progresses the quality of the plan will be compromised.
	ADDITIONAL NOTES (if any)

2026 Budget Building



Building 2026 Budget Highlights

- To meet the funding requirements for the Building department, user fees will be adjusted to reflect the cost of delivering this service.
- Contracted Services reflect the approved purchase and implementation of a new building permit software, which will improve efficiency and customer service.
- Legal fees have been adjusted to reflect the actuals.
- Salaries & Benefits are reduced due to the re-organization. However, one summer student is budgeted for 2026. More details are provided in the following slides.

2026 Building Budget Summary			
Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Permits	(430,000.00)	(377,960.03)	(505,600.00)
Reserves-Revenue	(145,100.00)	(145,100.00)	-
Septic Reinspection - Mandatory	(36,500.00)	(36,780.00)	(36,800.00)
User Fees	(1,500.00)	(1,415.00)	(2,500.00)
Revenues Total	(613,100.00)	(561,255.03)	(544,900.00)
Expenses			
Capital	3,000.00	1,372.74	5,000.00
Contracted Services	18,500.00	16,788.76	41,600.00
Insurance	14,300.00	5,942.24	13,200.00
Legal Fees	5,000.00	7,774.39	8,000.00
Materials	5,600.00	4,008.81	4,200.00
Other-Expense	-	3,379.60	-
Salaries & Benefits	551,900.00	433,788.10	464,300.00
Training/ Mileage	10,800.00	3,833.28	6,600.00
Vehicles & Equipment	4,000.00	-	2,000.00
Expenses Total	613,100.00	476,887.92	544,900.00
Net Levy Required	-	(84,367.11)	-

2026 Building Capital Projects

Building Capital Projects Summary		
Project Name	Budgeted Cost	Project Summary
Building Computers	\$5,000	Replace two laptops to support daily operations.
Total	\$5,000	



CURRENT YEAR FUNDING REQUIREMENT:	\$ 5,000
MULTI-YEAR PROJECT:	No
POTENTIAL FUNDING SOURCE(S):	Tax Levy

65



Budget Submission: New Staff Request

Budget 2026

POSITION TITLE:	Building Adminstration Support - Student	PROPOSED SALARY BAND:	Band 2(\$17.92-\$20.96)
EMPLOYMENT TYPE:	Student		
DEPARTMENT/DIVISION:	Building		
POSITION REPORTS TO:	CBO	OTHER COSTS:	Laptop, Licences (M365, Laserfiche, etc.)
POSITION SUPERVISES:	N/A		
STRATEGIC PRIORITY:	Service Excellence	TOTAL COST:	\$14,000
		FUNDING SOURCE(S):	Operating/ Possible Grant

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Brief Summary of Position: Building Adminstration plays a critical role in supporting the operational efficiency of the Building Department. The role involves assisting key administrative tasks to ensure smooth daily operations, such as organizing permit submissions, managing and digitization building records and customer interactions. The position is designed to fill in administration gaps, allowing the organization to deliver services more effectively and maintain a high level of operational excellence. Key Responsibilities: • Support with organizing digital files and digitizing physical files into Laserfiche Records System. • Basic financial administration by collecting fees and providing receipts. • Provide customer service including telephone and counter enquiries relating to Building Department. • Schedule and coordinate inspection schedules with contractors and developers for the Building Department. • Receive building and demolition permit applications and ensure documentation within each application file is complete prior to plan review and uploading into permitting software. • Provide assistance to the public using the online e-permitting process for submitting building permit applications and scheduling inspections. • Act as a liaison with building inspectors and applicants. • Calculate applicable permit fees including Building Permit, Development Charges and special charges as required. • Provides secretarial and administrative support for the Chief Building Official as needed. Qualifications and Experience: • Familiarity with Ontario Building Code Act, Ontario Building Codes and municipal zoning by-laws is considered an asset. • Highly developed organizational and analytical skills. • Good communication skills. • Computer skills, particularly Microsoft Office, and GIS is an asset.	Rationale for Position: • Primarily to assist with digitization of permit records into Laserfiche which will increase the overall efficiency of current building staff as well as easier access to records for all departments. Risks of Not Proceeding: • Records will remain in physical form, therefore making them less accessible to the Municipality as a whole and more time consuming to the current Building Department staff. ADDITIONAL NOTES (if any)

2026 Budget Planning



Planning 2026 Budget Highlights

- The total requirement for this department has increased by \$208K which is explained by the following:
 - With the re-organization implemented in 2025, the position of Asset Management/GIS Coordinator is now allocated to the Planning department. It was previously included in the Infrastructure budget.
 - No transfers from reserves are anticipated in 2026. In 2025, a \$100K reserve contribution reduced the reliance on taxation.

2026 Planning Budget Summary			
Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Reserves-Revenue	(100,000.00)	(100,000.00)	-
User Fees	(171,500.00)	(176,491.12)	(173,000.00)
Revenues Total	(271,500.00)	(276,491.12)	(173,000.00)
Expenses			
Capital	67,500.00	4,161.26	50,000.00
Contracted Services	79,500.00	54,678.88	76,400.00
Insurance	20,300.00	7,512.88	20,300.00
Legal Fees	40,000.00	16,784.52	40,000.00
Materials	6,300.00	3,640.72	9,000.00
Salaries & Benefits	322,000.00	220,465.01	452,300.00
Training/ Mileage	13,600.00	9,235.85	10,800.00
Expenses Total	549,200.00	316,479.12	658,800.00
Net Levy Required	277,700.00	39,988.00	485,800.00

2026 Planning Capital Projects

Planning Capital Projects Summary		
Project Name	Budgeted Cost	Project Summary
Planning Computer	\$4,000	Replace two laptops to maintain business continuity.
Zoning Bylaw	\$46,000	Update Zoning Bylaw to align with new Official Plan.
Total	\$50,000	



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Planning Computer
PROJECT STATUS : New
PROJECT CATEGORY: Infrastructure Renewal

DEPARTMENT: Building and Planning
STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 4,000

MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The purpose of this project is to replace two laptops that have exceeded their estimated useful life. With the increased reliance on digital tools to support daily, maintaining the laptops for the Planning Department will ensure that business can carry on with minimal interruptions.	Laptop AM-ADM-4VQNX2 and AM-ADM-4FZ6L13 require replacement as they are more than five years old. The risk of not completing this project is that it could impact the department's ability to maintain business continuity and interrupt service to customers..
	OPERATING IMPACT There is no operating budget impact for this project.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Zoning Bylaw	CURRENT YEAR FUNDING REQUIREMENT: \$46,000
PROJECT STATUS : Ongoing	
PROJECT CATEGORY: Growth-Related	MULTI-YEAR PROJECT: Yes
DEPARTMENT: Building and Planning	
STRATEGIC PRIORITY: Strategic Growth	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The scope of the work is to ensure that the Zoning Bylaw conforms to the updated Official Plan (2025). This will include updating the bylaw through reports to Council, public consultation via open houses, a public meeting, and mapping updates.	This project is required now that the Township has adopted its new Official Plan (2025). The <i>Planning Act</i> requires municipalities to update their Zoning Bylaws within three years of the approval of an Official Plan update to confirm with its Official Plan, as well as current planning policy both provincial and upper tier. The updated Zoning Bylaw will implement changes to the Township's Official Plan to ensure strategic growth, and assist the Township in being development ready. The 2026 budget is requesting a carry over of funds as the project is expected to commence in 2025 with approximately 30% completion.
	OPERATING IMPACT
	There is no operatng budget impact for this project

2026 Budget

Economic Development



Economic Development 2026 Budget Highlights (includes Brechin & Beyond)

- No significant changes noted for this budget besides a reduction in Salaries & Benefits: summer students reduced from two in 2025 to one in 2026.
- In 2026, slight increase in membership and training as a new staff member is now accountable for Economic Development.
- One summer student is budgeted for 2026. More detail is provided in following slides.

2026 Economic Development Summary			
Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Other-Revenue	-	(283.61)	(500.00)
Township Grant	(12,500.00)	(12,500.04)	(9,000.00)
Revenues Total	(12,500.00)	(12,783.65)	(9,500.00)
Expenses			
Capital	2,000.00	-	-
Contracted Services	44,000.00	2,575.00	43,000.00
Insurance	300.00	99.44	300.00
Materials	6,200.00	2,277.74	7,300.00
Salaries & Benefits	26,900.00	-	13,600.00
Training/ Mileage	-	-	5,700.00
Expenses Total	79,400.00	4,952.18	69,900.00
Net Levy Required	66,900.00	(7,831.47)	60,400.00



Budget Submission: New Staff Request

Budget 2026

POSITION TITLE:	Economic Development Student	PROPOSED SALARY BAND:	Band 2 (\$17.92 - \$20.96)
EMPLOYMENT TYPE:	CONTRACT		
DEPARTMENT/DIVISION:	Chief Administrative Office		
POSITION REPORTS TO:	Manager of Communications & Community Experience	OTHER COSTS:	Laptop (TBD), M365 E5 (TBD), Adobe, LaserFiche (TBD)
POSITION SUPERVISES:			
STRATEGIC PRIORITY:	Strategic Growth	TOTAL COST:	\$14,000
		FUNDING SOURCE(S):	Economic Development Operating Budget

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Brief Summary of Position: Request for one economic development summer student for 2026. Key Responsibilities: The Township is currently undertaking a review and refresh of its Economic Development Strategy, alongside a feasibility assessment for introducing a Community Improvement Plan (CIP) program. Both initiatives are scheduled for completion in 2025, with implementation targeted for 2026. To support the successful rollout of these foundational initiatives, an Economic Development student is requested for the summer of 2026. This student will play a key role in assisting with early-stage implementation tasks, including stakeholder outreach, data tracking, marketing support, program administration, and research. Their work will ensure a smooth transition from planning to execution and provide the capacity needed to activate economic development priorities effectively. Qualifications and Experience: -Enrolled in a post-secondary program in Economic Development, Urban and Regional Planning, Public Administration, Business, Economics, or a related field -Strong research, writing, and analytical skills - Experience in data, maps, and public engagement tools - Proficient in Microsoft Office Suite - Demonstrated interest in community development and municipal government.	Rationale for Position: Ramara's current Economic Development Strategy and market data are outdated. A staff review has identified several foundational tasks that must be completed to support effective economic development and enable opportunities to be successful. These include updated data collection, community and business engagement, and the development of actionable tools such as a Community Improvement Plan (CIP). Bringing in an Economic Development Student will provide the Manager of Communications & Community Experience with the capacity to moved forward with implementation. The student will support the timely rollout of economic development initiatives, strengthen community engagement efforts, and help ensure a more effective and coordinated approach to business growth and revitalization. Risks of Not Proceeding: Without this support, implementation efforts may be delayed, and the effectiveness of the new strategy and CIP could be compromised.
	ADDITIONAL NOTES (if any)

2026 Budget Infrastructure



Infrastructure 2026 Budget Highlights

- The reduction in Gain/Loss revenue as no major vehicle or equipment sales are planned. An older unit with lower value could generate the \$5K included in the budget
- Reduction in the Grant revenue from 2025 is due to the reduction of the accumulation of the Canada Community Building Fund (CCBF). Municipalities are allowed to bank up to five (5) years of this yearly allocation (\$339,848.05 for 2026). Since 2025 roads projects have been delayed until the Roads needs study is completed, the allocation of funds not used in 2025 is carried over to the 2026 Budget.
- Starting in the 2026 Budget, Pits & Quarry revenues which are revenues from the Province for aggregates, has been moved from the Administration budget to the Infrastructure Budget as those funds should be used for roads projects and maintenance.
- Reduction of \$684,900 in capital projects.
- The increase on contracted services is a price adjustment to many contracts managed by this department. Same increase is seen for materials required.
- An adjustment has been made to the Legal fees to reflect the past few years actuals.
- With the re-organization implemented in 2025, the position of Asset Management/GIS coordinator is now allocated to the Planning Department.
- Additional staffing resources are budgeted. More detail is provided in the following slides.

2026 Infrastructure Budget Summary			
Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Gain/Loss on Sale-Revenue	(20,000.00)	-	(5,000.00)
Grant-Revenue	(1,580,100.00)	(484,915.03)	(1,090,000.00)
Other-Revenue	(4,000.00)	(1,984.94)	(4,000.00)
Pits & Quarry Revenue	-	-	(470,400.00)
Programs	(91,900.00)	(76,891.00)	(93,700.00)
Reserves-Revenue	-	-	(175,000.00)
User Fees	(90,000.00)	(70,206.65)	(90,000.00)
Revenues Total	(1,786,000.00)	(633,997.62)	(1,928,100.00)
Expenses			
Capital	5,541,600.00	448,463.68	4,856,700.00
Contracted Services	1,447,200.00	778,425.73	1,615,700.00
Insurance	291,100.00	88,812.74	291,100.00
Legal Fees	50,000.00	11,493.56	70,000.00
Materials	886,000.00	629,771.77	950,500.00
Other-Expense	41,500.00	41,308.84	41,500.00
Radio	2,500.00	-	2,500.00
Repairs & Maintenance	6,000.00	12,589.23	12,500.00
Reserves-Expense	250,000.00	250,000.00	-
Salaries & Benefits	2,019,400.00	1,701,252.14	2,048,300.00
Training/ Mileage	37,200.00	27,827.58	37,000.00
Utilities	89,200.00	70,028.40	94,200.00
Vehicles & Equipment	479,000.00	358,818.30	442,000.00
Expenses Total	11,140,700.00	4,418,791.97	10,462,000.00
Net Levy Required	9,354,700.00	3,784,794.35	8,533,900.00

2026 Infrastructure Capital Projects

Infrastructure Capital Projects Summary		
Project Name	Budgeted Cost	Project Summary
Building Condition Assessments	\$45,600	Assess 30 Township buildings to guide future investments.
Dock Road Dock Repair	\$150,000	Replace unsafe Dock Road dock with permanent or floating.
Infrastructure Computers & Technology	\$10,000	Replace/add laptops & tablets to support field operations.
Roads Final Asphalt Layer	\$60,600	Complete final asphalt layer on 2025 sewer project roads.
Roads Projects	\$4,000,000	Road, bridge, culvert repairs and gravel-to-hard upgrades.
Roads Tools & Miscellaneous	\$25,000	Purchase tools/equipment to support Roads operations.
Roads Two-Way Radios	\$2,500	Replace end-of-life radios for reliable crew communication.
Yard 1 Tube Heaters	\$7,200	Replace two heaters to complete phased Yard 1 upgrades.
Yard 2 Fuel Pedestal	\$5,000	Replace failed fuel pedestal at Yard 2 for continuity of operations.
Fleet Management Software	\$40,000	New software to track fleet maintenance & compliance.
Fleet Renewal	\$320,000	Replace end-of-life trailer and backhoe.
Parks Improvements	\$19,300	Add mower, blower, bins to improve parks upkeep & waste management.
Yard 1 Building Renovations	\$100,000	Add generator.
Yard 2 Building Renovations	\$36,500	Replace siding and toilet to maintain state of repair.
Yard 3 Fuel Monitoring	\$35,000	Install fuel monitoring system at Yard 3 for efficiency.
Total	\$4,856,700	



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Building Condition Assessments
PROJECT STATUS : New
PROJECT CATEGORY: Other (Please Specify)
Asset Management
DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure
10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 80,000

MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): Tax Levy (\$45,600), Water Rates (\$13,600) and
Wastewater Rates (\$20,800)

DESCRIPTION, SCOPE & PURPOSE

The Township operates and maintains approximately 30 different buildings and facilities as part of its service delivery. These buildings vary in purpose and utilization and include administrative, operations, emergency response, utility delivery, and recreational activities. These facilities are various ages and require a Uniformat Level II building condition assessment to understand their state of repair.

STATEMENT OF JUSTIFICATION

As part of the ongoing requirements for the Asset Management Plan, the facility ages and conditions vary, as well as their risk of failure and exposure to the health and safety of the public and the Township workers. Completing this assessment will provide an overall current condition of all of these facilities and provide direction for needs for future investment. This work will inform the short-, mid-, and long-term planning for the facilities and the necessary funding for the Township to maintain their assets in a state of good repair.

OPERATING IMPACT

There is no operating impact for this project.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Dock Road Dock Repair	CURRENT YEAR FUNDING REQUIREMENT: \$ 150,000
PROJECT STATUS : Ongoing	
PROJECT CATEGORY: Infrastructure Renewal	MULTI-YEAR PROJECT: Yes
DEPARTMENT: Infrastructure	
STRATEGIC PRIORITY: Sustainable Infrastructure	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The dock located at Dock Road requires repair. The existing dock is a fixed dock placed on cribs along the east shoreline of Lake Couchiching. In 2023, this dock was assessed and an interim solution of addressing some of the older failed decking was proposed and was to be completed in 2025. After an updated assessment, it was determined that the dock was not structurally sound in the portion that was furthest from the shore and the interim solution would not be recommended. This project will remove the existing dock, including the electrical service and light within the dock structure, and replace it with a better solution. This solution will consider whether it is to be a permanent structure as the existing one is, or a temporary floating dock that can be removed during the winter months.	During the structural inspection conducted in 2025, it was determined that the furthest section of the dock had shifted off of its cribbing and was no longer being supported. This was evident as the dock had shifted horizontally 16 inches in less than two years. This shift had moved the dock to the north and is due to the winter season. The ice formation has moved the dock this distance and is not being supported by the cribbing. As part of this movement, the westerly section of the dock has an approximately 15-inch vertical drop across the decking. This elevation change makes it challenging for users with poor balance or those requiring assistive devices such as a walker or wheelchair. This project will ensure that the dock will be safe for all users and the new dock will contemplate whether a permanent or temporary floating dock system is better to prevent this from occurring in the future. The existing decking is also nearing its end of life and requires replacement.
	OPERATING IMPACT
	Although a floating dock system will require removal and temporary storage, the Township can incorporate this within existing operating budget.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Infrastructure Computers and Technology
PROJECT STATUS : New
PROJECT CATEGORY: Infrastructure Renewal

DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 10,000

MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The purpose of this project is to replace one laptop, add one new laptop, and add three tablets for the Infrastructure Division. With the increased reliance on digital tools to support daily operations, maintaining the laptop and adding the additional units will ensure that business can carry on with minimal interruptions.	Laptop AM-WRK-JGXGP93 requires replacement as it is more than four years old. The risk of not completing this project is that it could impact the department's ability to maintain business continuity and could lead to service disruptions. The new units (laptop and tablets) will allow the frontline staff to have real-time access to the digital solutions needed to perform their duties. This includes accessing records, work orders, mapping, service requests, and other job specific software solutions.
	OPERATING IMPACT The new laptop may require additional user licencing for some of the platforms - \$250/year. The new tablets will require data plans in order to be used in the field - \$350/year/tablet.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Roads Final Asphalt Layer
PROJECT STATUS : Ongoing
PROJECT CATEGORY: Other (Please Specify)
Completion of Previous Project
DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure
10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 60,600
MULTI-YEAR PROJECT: No
POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
In 2025, the Township undertook a project to add in new low pressure sanitary sewers on Lone Birch Trail, Maple Trail, Ridge Avenue, and Simcoe Avenue. Depending on weather conditions at the end of the season, the final layer of asphalt may require to be completed in the spring 2026. This budget request is a carryover from 2025 request to complete this work.	K and J Excavating has been awarded the work to complete the installation of the low pressure sanitary sewers as well as the road rebuilding. The final layer of asphalt may not occur until spring 2026, depending on construction progress and weather conditions. This budget is required to complete all necessary work already awarded.
	OPERATING IMPACT
	No change to the operating budget impact as any changes to ongoing operating will be absorbed by existing budget.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Roads Projects
PROJECT STATUS : Ongoing
PROJECT CATEGORY: Infrastructure Renewal

DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 4,000,000

MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE

The Township operates and maintains over 360 km of roadway of various surface materials. In 2025, the Township underwent an updated Road Needs Study and completed the legislated bridge and culvert inspections as required. As a result of the study and inspections, the following roads, bridges, and culverts have been identified to be rehabilitated:

- Bridges 18 and 19 - Located on Island Crescent and East River Road
- Ramara Road 46 from Sideroad 15 to County Road 169
- Creighton Street from Highway 12 to Winchester Avenue
- Lakeshore Drive from Simcoe Road to Concession 3
- New turnaround on Florence Avenue
- Conversion of gravel to hard surface:
 - Louis Lane
 - John Street
 - Peter Street
- Concession 12 from Sideroad 25 to Margaret Orr Road (including the intersection of Concession 12 and Sideroad 25)

There may be minor additions or deletions from the list above based on emerging concerns and the final result of the Road Needs Study, which is currently in draft.

STATEMENT OF JUSTIFICATION

As the owner of the road network, the Township must maintain all core assets (as defined by the Asset Management legislation) in a good state of repair. Additional requirements for Minimum Maintenance Standards legislate that the roads must be kept at a specific standard for driver and user safety. This year-over-year program is completed to maintaining these assets appropriately.

OPERATING IMPACT

There is no operating impact for this project.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Roads Tools and Miscellaneous	CURRENT YEAR FUNDING REQUIREMENT: \$ 25,000
PROJECT STATUS : Ongoing	
PROJECT CATEGORY: Infrastructure Renewal	MULTI-YEAR PROJECT: No
DEPARTMENT: Infrastructure	
STRATEGIC PRIORITY: Sustainable Infrastructure	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The Roads Division requires additional tools, hardware, and shop supplies in order to maintain service delivery. These tools and equipment require additional units, replacement, or refurbishment depending on the task and the application. This funding will allow for these various pieces to be added, repaired, refurbished, as needed. The tools and equipment include items such as hand tools (screwdrivers, pliers, wrenches), powered tools (drills, saws, flashlights) equipment (air compressors, pressure washer), and shop hardware (nuts, bolts, washers).	Various tools (powered and hand), equipment (such as air compressors), and supplies (like hardware) are needed in order to maintain consistent service level delivery with minimal interruption or delays. This funding will allow for the addition of these tools, equipment and supplies, and for the Division to maintain equipment in a state of good repair and operate efficiently.
	OPERATING IMPACT
	There is no change to the operating budget impact as any changes will be absorbed by existing budget.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Roads Two Way Radios
PROJECT STATUS : Ongoing
PROJECT CATEGORY: Infrastructure Renewal

DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 2,500

MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The Roads Division relies on two-way radios to maintain communications between supervisors and vehicle to vehicle, especially within areas of limited or no cell phone connectivity. The two-way radios require replacement to keep them operating and reliable.	The two-way radios are critical for maintaining communications when working on coordinated construction jobs such as gravel overlay, ditching operations, and road resurfacing. In order to maintain the equipment in a state of good repair, the two-way radio equipment that has reached its end of life will require replacement.
	OPERATING IMPACT There is no change to the operating budget as these units are existing.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Yard 1 Tube Heaters	CURRENT YEAR FUNDING REQUIREMENT: \$ 7,200
PROJECT STATUS : Ongoing	
PROJECT CATEGORY: Infrastructure Renewal	MULTI-YEAR PROJECT: No
DEPARTMENT: Infrastructure	
STRATEGIC PRIORITY: Sustainable Infrastructure	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The Roads Division operates out of Yard 1 year round and utilizes tube heaters within the open shop areas. These heaters are nearing end of life and require replacement. This program has been a phased-approach to replace two (2) heaters per year. After this work is completed in 2026, all of the heaters in Yard 1 will have been replaced.	The existing tube heaters in Yard 1 are at the end of life and replacement parts are becoming obsolete. In order to maintain a comfortable work area in the open shop areas of the yard, and to maintain the equipment in a state of good repair, the replacement of these heaters is necessary. This project has been ongoing for several years and after 2026, all of the tube heaters will have been replaced. OPERATING IMPACT No change to the operating budget impact as any changes to ongoing operating will be absorbed by existing budget.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Yard 2 Fuel Pedestal
PROJECT STATUS : New
PROJECT CATEGORY: Infrastructure Renewal

DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 5,000
MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Yard 2, located in Brechin, has a fuel terminal system that is utilized by Township staff, including Infrastructure, By-law, Building, and Fire, to fuel vehicles to conduct work. This terminal pedestal has failed. Staff were able to install a temporary fix; however, planning for a permanent solution to ensure business continuity is required. This project will replace the existing pedestal.	The existing Yard 2 fuel terminal was temporarily repaired approximately three years ago after it failed, but the repair is not sustainable. This project will be to permanently replace the pedestal to ensure business continuity. If the project is not completed and the pedestal fails, Township staff will be required to travel to either Yard 1 or Yard 3 (which has no gasoline) to refuel, which will decrease operational efficiency and delay other vital task completion.
	OPERATING IMPACT No change to the operating budget impact as any changes to ongoing operating will be absorbed by existing budget.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Fleet Management Software
PROJECT STATUS : New
PROJECT CATEGORY: Software/Technology

DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 40,000

MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): Reserves

DESCRIPTION, SCOPE & PURPOSE

In order to properly maintain records for the fleet that the Township manages, fleet management software is a tool that is proposed. This software will be able to accurately track the maintenance records of each piece of equipment, the history, the costs of the vehicle, and its condition. Added value from the proposed software would include integration with the asset management system, the automated vehicle locating software (AVL), and provide additional options for digital solutions for other items such as daily circle checks, work order requests, scheduling of vehicles and driver logs.

STATEMENT OF JUSTIFICATION

The Township, as a Commercial Vehicle Operator, has legislative requirements to maintain records (CVOR) that must be available if requested by the Ministry of Transportation. These records include daily circle checks, driver logs, and the maintenance logs of the vehicles. The current practice is to maintain these logs with paper. The overall trend and quick assessment of the cost of maintaining a specific vehicle is challenging to determine and the risk of being non-compliant is higher than with a fleet management software.

The Township has invested heavily in its fleet, including expensive winter control equipment, and must operate the equipment safely and in a state of good repair. The increased cost for staff resources and reduction in operational efficiencies is prevalent in a paper-based system.

OPERATING IMPACT

Depending on the selected solution, there could be ongoing support costs for the software. Estimated to be \$3,000/year, after the first year.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Fleet Renewal
PROJECT STATUS : Ongoing
PROJECT CATEGORY: Infrastructure Renewal

DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 320,000

MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The Township owns and operates a large fleet. As part of the lifecycle management, the following items have been slated for replacement in 2026: - Trailer 19-99 - Backhoe 5	The trailer and backhoe have been identified as part of the significant investment that the Township owns and maintains for fleet to conduct its various businesses, including Fire, Bylaw, Building, and Infrastructure. These trailer and backhoe have exceeded their useful life, have continually failed, and/or will require significant investment in order to continue to operate. If the renewal of these assets is not completed, the reliability of the equipment decreases and the likelihood of service interruptions and operational challenges is significantly increased. As the assets are slated for renewal, staff review each piece to confirm end use and functionality, as well as comparing with current industry advancements to ensure that it is a best fit and not a straight like-for-like replacement, providing the best value for the investment for the Township.
	OPERATING IMPACT
	There is no additional operating budget impact for this project as these assets are currently existing.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Parks Improvements
PROJECT STATUS : New
PROJECT CATEGORY: Service Level Change

DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 19,300

MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Currently, the Township operates and maintains grounds/grass at 58 locations, including having garbage receptacles at 14 locations (trails are listed as one location, but have several areas along the trail where they are managed). As an improved service delivery, the recommended actions are: - Add a trimmer, commercial walk-behind mower and blower to the equipment inventory. - Replace four garbage receptacles with new units that have recycling and waste streams. - Add a recycling bin and garbage bin at Yard 2.	In the summer, the Township's Parks staff work diligently to maintain a multitude of properties. Adding the equipment will improve operational efficiency and the ability to provide faster service, ensuring timely attention to all of the properties. In an effort to improve and encourage waste diversion, the Township will require to provide the receptacles to divert recyclables to the that stream and avoid landfilling recyclable products. The mixed stream receptacles will be placed in four (4) prominent locations to improve diversion. Current practice for the waste management is that the Parks staff, who primarily work from Yard 2, are required to drive the waste to Yard 1 for disposal. Frequently the bins are full and then staff are required to take the waste directly to Mid-Ontario for disposal. Adding the bins, including the recycling that will now be collected, to Yard 2 will allow for operational efficiency to reduce driving time and avoid unnecessary trips outside of the Township.
	OPERATING IMPACT Tippage fees for the additional waste bins and recycling have been included within the operating budget. (\$3,000) Additional maintenance budget has been included in the fleet budget to manage the new equipment. (\$250)



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Yard 1 Renovations
PROJECT STATUS : New
PROJECT CATEGORY: Infrastructure Renewal
DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure
10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 100,000
MULTI-YEAR PROJECT: No
POTENTIAL FUNDING SOURCE(S): Reserves

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The purpose of this project is to install a back-up generator, as recommended by the Municipal Emergency Control Group, for providing power to the entire facility.	Yard 1 is the primary reporting location for the Infrastructure front-line staff. Year round, this building is utilized for receiving work direction, team meetings, lunchrooms, and general hygiene requirements. As highlighted during the recent ice storm, this facility did not have back-up power, leading to challenges for staff to continue to provide services. Around the clock, staff are expected to respond with appropriate tools, equipment, and materials. Locating these items can be difficult and pose a health and safety risk when needing to continuously operate without adequate lighting. Adding a generator will provide power for operating the systems, accessing electronic databases and information, operation of the water and septic systems, and lighting.
	OPERATING IMPACT The water treatment system will require monitoring and ongoing maintenance at a cost of \$7,800/year. The generator will require annual maintenance and service, as well as fuel at a cost of \$4,000/year. The stormceptor will require maintenance and cleaning annually at a cost of \$2,000/year.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Yard 2/Environmental Service Building Renovations	CURRENT YEAR FUNDING REQUIREMENT: \$ 36,500
PROJECT STATUS : New	
PROJECT CATEGORY: Infrastructure Renewal	MULTI-YEAR PROJECT: No
DEPARTMENT: Infrastructure	
STRATEGIC PRIORITY: Sustainable Infrastructure	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The purpose of this project is to complete renovations to Yard 2. Yard 2 is utilized in the summer months by the staff for parks and can be accessed at any point during the year by other staff, if required. Adjoining Yard 2 is the Environmental Services building, currently utilized by the Township's Operating Authority, Ontario Clean Water Agency (OCWA). This project would see the siding replaced on the Environmental Services Building and a toilet replaced at Yard 2.	This building is occupied by OCWA and Township staff, and requires renovations to maintain it in a state of good repair. The existing siding requires replacement to ensure protection of the building envelope is continued. There is concern that the current siding has failed and is allowing moisture and mold to form inside the building. The existing toilet has failed and requires replacement to remain in operation.
	OPERATING IMPACT There is no operating budget impact required for this project.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Yard 3 Fuel Monitoring
PROJECT STATUS : New
PROJECT CATEGORY: Infrastructure Renewal

DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 35,000

MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): Reserves

DESCRIPTION, SCOPE & PURPOSE

The purpose of this project is to install a fuel card pedestal and monitoring system to Yard 3. This project will include the purchase of another pedestal, and the trenching and installation of electrical lines from the building to the pedestal.

STATEMENT OF JUSTIFICATION

The fuel systems at both Yards 1 and 2 are currently monitored and tracked using a card system that allows for remote reporting. This improvement will ensure that all Township-owned fuel systems are tracked using the same system, which will increase operational efficiency.

OPERATING IMPACT

There is no operating budget impact for this project.



Budget Submission: New Staff Request

Budget 2026

POSITION TITLE:	Infrastructure Administration Support - Student
EMPLOYMENT TYPE:	Student Contract
DEPARTMENT/DIVISION:	Infrastructure
POSITION REPORTS TO:	Infrastructure Administrative Assistant
POSITION SUPERVISES:	N/A
STRATEGIC PRIORITY:	Service Excellence

PROPOSED SALARY BAND:	Band 2(\$17.92-\$20.96)
OTHER COSTS:	Laptop, Licenses (M365, Laserfiche, etc.)
TOTAL COST:	\$14,000
FUNDING SOURCE(S):	Operating/ Possible Grant

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Brief Summary of Position: Infrastructure operates and maintains a majority of the core and critical assets in the Township including roads, bridges, culverts, parks, facilities, water and wastewater. This role will provide support for these Operations within Infrastructure including customer service, record keeping and assisting with the day to day operations of the division. The position is designed to fill in administration coverage, allowing the organization to deliver services more effectively and maintain a high level of operational excellence. Key Responsibilities: • Support with organizing digital files and digitizing physical files into Laserfiche Records System. • Basic financial administration by collecting fees and providing receipts. • Provide customer service including telephone and counter enquiries. • Coordinate information between customers and the Operations team. • Manage and assist with locate information. Qualifications and Experience: • Highly developed organizational and analytical skills. • Good communication skills. • Computer skills, particularly Microsoft Office, and GIS is an asset.	Rationale for Position: This role will assist in staff coverage, provide an opportunity to assist with digitization of records, and provide additional support in the busy summer months, while providing exposure to students to the administrative side of municipal work. This position will increase the operational efficiency, provide service excellence, and provide additional support. Risks of Not Proceeding: If this position was not to proceed, the risk of exceeding customer service timelines increases. As well as the likelihood of records remaining in paper format and being difficult to access will remain. ADDITIONAL NOTES (if any)



Budget Submission: New Staff Request

Budget 2026

POSITION TITLE: Winter Patroller (2 staff)
EMPLOYMENT TYPE: Contract (6-months)
DEPARTMENT/DIVISION: Infrastructure

POSITION REPORTS TO: Works Foreperson
POSITION SUPERVISES: N/A

STRATEGIC PRIORITY: Sustainable Infrastructure

PROPOSED SALARY BAND: Union - \$20.66 - \$24.15

OTHER COSTS: communications

TOTAL COST: \$66,000

FUNDING SOURCE(S): Operating Budget

DESCRIPTION, SCOPE & PURPOSE

Brief Summary of Position:
Request for two (2) contract Winter Patrollers to provide assistance and coverage during the winter season. This position is to allow for the existing Operations staff to focus on the response to winter events, provide more consistent staff on the plow routes, and ensure compliance with the Minimum Maintenance Standards.

Key Responsibilities:
This position will primarily be responsible for:

- Completing the required patrols and record keeping for compliance with Minimum Maintenance Standards.
- Determine the appropriate response for the Operations staff and call in necessary forces to maintain the roads.
- Provide additional support for other Operations activities such as addressing drifting, keeping fire hydrants clear, parking lot maintenance, inspection of streetlight operation, and other Operations activities.
- Investigate and correct customer complaints.
- The work completed will depend on the weather conditions and needs at the time.
- Currently this work is completed by the existing permanent, full-time Operations team. The addition of the dedicated patrollers will improve the response time required, provide consistency in record keeping, and will allow the Operations team to be more efficient in their work.

Qualifications and Experience:

- This position will require a valid Class G licence. A DZ licence would be an asset.
- Experience with Minimum Maintenance Standards, a work order system, and record keeping would be a benefit.

STATEMENT OF JUSTIFICATION

Rationale for Position:
The Township is required to comply with the Minimum Maintenance Standards under the *Highway Traffic Act*. The current requirements for patrol are being met by rotating the crew through that role. This means increased disruptions to shift changes and that the staff completing the plow routes are changed with each shift. Having dedicated patrollers means that there will be more consistent staff on the plow routes providing better service and familiarity with the areas which will decrease the risk of damage claims and increase the response time, have more consistent record keeping ensuring compliance, and provide more coverage for vacations and illness.

Risks of Not Proceeding:
This work is currently being completed by an existing staff complement and is challenging for the staff to have disruptions to their shift cycle throughout the winter season.

ADDITIONAL NOTES (if any)

2026 Budget Recreation



Recreation 2026 Budget Highlights

- The increase in Grant Revenue includes \$150K from the Community Sport and Recreation Infrastructure Fund (CSRIF). This grant is for improvements at the Ramara Centre including the baseball diamond, a playground and a portion of the roof rehabilitation. These projects are estimated at a total cost of \$300K and are included in the Capital section.
- User fees require adjustments to ensure proper funding for activities such as summer camps. In 2026, there will be a review of the user fees.
- In the Other section: Rooted in Ramara one time increase of \$5K to purchase a shed.

2026 Recreation Budget Summary			
Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Grant-Revenue	(3,900.00)	(23,238.45)	(157,000.00)
Other-Revenue	(18,300.00)	(17,433.05)	(14,600.00)
Rent-Revenue	(58,300.00)	(59,050.04)	(60,900.00)
Reserves-Revenue	(9,000.00)	(9,000.00)	-
User Fees	(86,000.00)	(67,035.62)	(104,300.00)
Revenues Total	(175,500.00)	(175,757.16)	(336,800.00)
Expenses			
Capital	115,700.00	123,081.65	300,000.00
Contracted Services	48,700.00	26,291.37	47,200.00
Insurance	19,500.00	7,277.22	19,500.00
Materials	23,000.00	8,231.66	25,100.00
Other-Expense	6,700.00	5,048.53	11,200.00
Repairs & Maintenance	2,000.00	-	1,000.00
Reserves-Expense	1,100.00	1,100.00	50,000.00
Salaries & Benefits	337,700.00	273,089.54	371,400.00
Training/ Mileage	6,600.00	4,486.96	6,200.00
Utilities	48,300.00	35,274.17	48,700.00
Expenses Total	609,300.00	483,881.10	880,300.00
Net Levy Required	433,800.00	308,123.94	543,500.00

2026 Recreation Capital Projects

Recreation Capital Projects Summary		
Project Name	Budgeted Cost	Project Summary
CSRIF Grant - Ramara Centre	\$300,000	Portion fo the roof, baseball diamond, and accessible playground upgrades at the Ramara Centre.
Total	\$300,000	



Capital Project Budget Submission

Budget 2026

PROJECT NAME: CSRIF Grant - RC Playground, Ball Diamond & Roof

PROJECT STATUS :

PROJECT CATEGORY: Community Project

DEPARTMENT: Legislative and Community Services

STRATEGIC PRIORITY: Community Connection

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 150,000

MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): 50% Grant 50% tax levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Community Sport and Recreation Infrastructure Fund (CSRIF) – Ramara Centre Roof and Recreation Opportunities The purpose of this project is to maintain critical municipal infrastructure, improve recreational facilities, and expand accessible, inclusive opportunities for community members of all ages and abilities. This project, funded in part through the 2024 CSRIF grant, will enhance the Ramara Centre and surrounding recreation spaces to improve safety, accessibility, and community enjoyment. The Township has been awarded \$150,000 through CSRIF. In order to receive these funds, the Township must contribute the remaining 50% of the total project cost. Roof Replacement – Replace the main back roof section at the Ramara Centre to extend its lifespan and prevent further water damage. Work will involve identifying and repairing sources of water infiltration, replacing metal panels and membranes, installing roof drains, and adding tapered insulation to protect the building and reduce maintenance costs. Baseball Diamond Revitalization – Restore the southeast baseball diamond by removing and replacing infield material with high-quality sports mix, repairing outfields with topsoil, overseeding, and fertilization to create safe, level, and playable surfaces. Accessible Playground Construction – Install a new, fully accessible playground near the smaller fields to provide inclusive play opportunities for all ages and abilities. The design will focus on multi-sensory and musical play elements, ramps, swings, slides, and rides to encourage active and sensory-rich recreation.	The Ramara Centre has been identified to require a roof replacement as a crucial lifecycle activity, necessary to protect the facility's structural integrity and ensure uninterrupted service to the community. While the rehabilitation of the baseball diamond and the addition of a playground are not currently included in the Township's formal Asset Management Plan, they have been identified as high community priorities through public consultation, the Township's Strategic Plan, and the Recreation Master Plan. Investing in these improvements will not only address critical infrastructure needs, but also provide enhanced, inclusive recreation opportunities for residents of all ages and abilities. OPERATING IMPACT Minor increase in operating costs related to playground and diamond upkeep, offset slightly by reduced roof repair expenses. The roof investment is expected to lower emergency repair costs, while the recreational improvements may increase facility use and program/rental revenue, helping offset the added maintenance.

2026 Budget Trails



Trails 2026 Budget Highlights

- No significant changes in the Trails budget.
- A review of current trail management practices is needed to ensure the safety of existing trails before expanding the network.
- 2026 will be dedicated to resource planning and evaluating future maintenance needs.

2026 Trails Budget Summary Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Township Grant	(50,000.00)	(50,000.04)	(50,000.00)
Revenues Total	(50,000.00)	(50,000.04)	(50,000.00)
Expenses			
Capital	17,000.00	-	-
Contracted Services	14,800.00	900.00	25,000.00
Other-Expense	300.00	1,006.16	300.00
Reserves-Expense	13,900.00	13,900.00	20,100.00
Salaries & Benefits	4,000.00	1,034.31	4,600.00
Expenses Total	50,000.00	16,840.47	50,000.00
Net Levy Required	-	(33,159.57)	-

2026 Budget

Health and Safety



Health and Safety 2026 Budget Highlights

- \$16.5K increase in revenue from Health and Safety Excellence Program rebate.
- \$5.2K increase in contracted services expense due to costs associated with Health and Safety Excellence Program and Safety Data Sheets Risk Assist.
- \$30.1K increase in salaries and wages expense due to costs associated with a Health and Safety Consultant position.
 - In 2025, this position was included in the Administration Budget under contracted services.

2026 Health and Safety Budget Summary			
Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Other-Revenue	-	(1,000.00)	(16,500.00)
Revenues Total	-	(1,000.00)	(16,500.00)
Expenses			
Contracted Services	-	1,526.40	5,200.00
Salaries & Benefits	-	8,610.49	30,100.00
Training/ Mileage	-	150.00	-
Expenses Total	-	10,286.89	35,300.00
Net Levy Required	-	9,286.89	18,800.00

2026 Budget

Bylaw



**BYLAW
ENFORCEMENT**

Bylaw 2026 Budget Highlights

- No significant changes for the Bylaw budget.
- The parking passes revenues which are included in the user fees were reduced to reflect the actuals.
- The Contracted services were adjusted for a re-allocation of the Office 365 licensing cost. It was previously included in the Administration budget.
- In the Capital section, the decrease of \$40,000 from the 2025 budget is due to the replacement of fleet which is not required in 2026.

2026 Bylaw Budget Summary			
Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Grant-Revenue	(8,300.00)	(3,641.87)	(8,300.00)
Other-Revenue	(308,500.00)	(321,207.16)	(308,500.00)
User Fees	(67,000.00)	(83,573.77)	(62,000.00)
Revenues Total	(383,800.00)	(408,422.80)	(378,800.00)
Expenses			
Capital	50,000.00	49,583.59	10,000.00
Contracted Services	28,700.00	22,201.22	31,900.00
Insurance	11,500.00	3,414.75	11,500.00
Legal Fees	2,000.00	2,014.85	2,000.00
Materials	11,100.00	101,839.90	12,100.00
Salaries & Benefits	437,700.00	335,968.28	469,400.00
Training/ Mileage	7,400.00	4,741.80	7,400.00
Vehicles & Equipment	2,200.00	958.11	2,200.00
Expenses Total	550,600.00	520,722.50	546,500.00
Net Levy Required	166,800.00	112,299.70	167,700.00

2026 Bylaw Capital Projects

Bylaw Capital Projects Summary		
Project Name	Budgeted Cost	Project Summary
Computer Replacement Program	\$10,000	Replace five laptops to maintain business continuity.
Total	\$10,000	



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Computer replacement program

PROJECT STATUS :

PROJECT CATEGORY: Software/Technology

DEPARTMENT: Bylaw

STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 10,000.00

MULTI-YEAR PROJECT No

POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The purpose of this project is to replace 5 laptops for in the Bylaw department for full-time staff and summer students. With the increase reliance of operational functionality on digital solutions, maintaining the funtioning equipment will ensure that business can carry on with minimal interruptions. We estimate \$2,000 per device and we typically buy laptops as the cost difference of a laptop versus desktop is negligeable and laptops provides more flexibility for either work from home, bring to meetings or other similar opportunities.	Computer replacement is crucial for safety and for staff to be able to work with minimal interruption due to technology failure
	OPERATING IMPACT Ability for staff to work if there was a failure in equipment

2026 Budget

Water



Water Designated Ratepayers 2026 Budget Highlights

- The Grant revenue is solely the allocation of a portion of the Ontario Community Infrastructure Funds (OCIF) which represents 39% of the annual allocation-based Cost Replacement Value (CRV) of water asset.
- The decrease in other revenue is due to a loan requirement in 2025 for the Lakeshore water expansion project. This project will not be completed as the cost was over budget therefore this loan is no longer required.
- The reduction in the Capital section is also related to the same 2025 water expansion project. 2026 capital cost are closer to an average year.
- Increase in Contracted services is mostly due the renewal of the contract with Ontario Clean Water Agency (OCWA).
- Salary and benefits have been adjusted to reflect the actual cost of Township management, support and project management.

2026 Water Rates

- Current billing rates in the Township include a flat fixed charge per quarter plus a variable (by volume) rate for each cubic meter of water used.

Fixed Charges	2025	2026
Less than 1"	\$ 148.32	\$ 160.18
1"	\$ 207.64	\$ 224.25
1.5"	\$ 266.98	\$ 288.33
2"	\$ 430.12	\$ 464.58
3"	\$ 1,631.48	\$ 1,762.00
Non-Metered	\$ 444.96	\$ 480.56

Consumption charge

Consumption Charge per cubic meter	\$ 3.21	\$ 3.46
---------------------------------------	---------	---------

A typical Water Residential User who uses
140m³ annually will have a \$82.78 increase from
2025 to 2026

2026 Water Designated Ratepayers Budget			
Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Grant-Revenue	(146,300.00)	-	(146,300.00)
Other-Revenue	(1,050,000.00)	(17,948.38)	(26,400.00)
Penalties and Interests	(23,400.00)	(11,074.81)	(23,400.00)
Rent-Revenue	(15,100.00)	(9,019.01)	(15,100.00)
Reserves-Revenue	(430,000.00)	(430,000.00)	(384,400.00)
Water Charges	(1,777,200.00)	(1,336,458.81)	(1,892,500.00)
Revenues Total	(3,442,000.00)	(1,804,501.01)	(2,488,100.00)
Expenses			
Capital	1,905,100.00	270,840.14	618,600.00
Contracted Services	1,300,500.00	1,033,388.13	1,441,600.00
Insurance	60,000.00	21,659.55	60,000.00
Materials	-	-	4,600.00
Other-Expense	2,600.00	-	17,300.00
Principal Debt & Interest	16,700.00	-	16,800.00
Repairs & Maintenance	500.00	-	500.00
Salaries & Benefits	57,700.00	42,637.84	228,800.00
Training/ Mileage	-	-	1,000.00
Utilities	98,900.00	76,479.18	98,900.00
Expenses Total	3,442,000.00	1,445,004.84	2,488,100.00
Net Levy Required	-	(359,496.17)	-

2026 Water Designated Ratepayers Capital Projects

Water Designated Ratepayers Capital Projects Summary		
Project Name	Budgeted Cost	Project Summary
Building Condition Assessments	\$13,600	Assess buildings related to water services to guide future investments.
WTP 104 Renewal & Improvements	\$85,000	Replace pumps and add air unit to extend facility lifespan.
101A Cathodic Protection	\$75,000	Install corrosion system to protect and extend tower life.
101A Interior Recoating	\$20,000	Inspection to plan recoating and future tower upgrades.
Water & Wastewater Design/Engineering	\$120,000	Engineering studies/designs for future system needs.
WTP 101 Pump Refurbishment	\$100,000	Annual refurbishment/replacement of critical pumps.
WTP 101 Lifting Device	\$35,000	Replace failed lifting device for safe pump maintenance.
Facility 103 Improvements	\$15,000	Add insulation and ice stops for energy savings and safety.
Water – Major Maintenance	\$55,000	Replace/repair key water system components as required.
Hydrant Renewal	\$100,000	Replace/refurbish hydrants for safety, reliability and upkeep.
Total	\$618,600	

Water System Legend	
Facility	Number
Lagoon City/Brechin	101
Brechin Water Tower	101A
Park Lane	102
South Ramara	103
Bayshore Village	104
Val Harbour	105
Davy Drive	106
Somerset	107



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Building Condition Assessments	CURRENT YEAR FUNDING REQUIREMENT: \$ 80,000
PROJECT STATUS : New	
PROJECT CATEGORY: Other (Please Specify) Asset Management	MULTI-YEAR PROJECT: No
DEPARTMENT: Infrastructure	
STRATEGIC PRIORITY: Sustainable Infrastructure	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): Tax Levy (\$45,600), Water Rates (\$13,600) and Wastewater Rates (\$20,800)

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The Township operates and maintains approximately 30 different buildings and facilities as part of its service delivery. These buildings vary in purpose and utilization and include administrative, operations, emergency response, utility delivery, and recreational activities. These facilities are various ages and require a Unifomat Level II building condition assessment to understand their state of repair.	As part of the ongoing requirements for the Asset Management Plan, the facility ages and conditions vary, as well as their risk of failure and exposure to the health and safety of the public and the Township workers. Completing this assessment will provide an overall current condition of all of these facilities and provide direction for needs for future investment. This work will inform the short-, mid-, and long-term planning for the facilities and the necessary funding for the Township to maintain their assets in a state of good repair.
	OPERATING IMPACT There is no operating impact for this project.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Treatment Plant 104 Renewal and Improvements
PROJECT STATUS : NEW
PROJECT CATEGORY: Infrastructure Renewal

DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 85,000

MULTI-YEAR PROJECT: Yes

POTENTIAL FUNDING SOURCE(S): Water Rates

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
At Treatment Plant 104, it has been identified that several major components require replacement. These components require replacement or upgrading due to their existing condition. The project will include: - Replacing one of the three high lift pumps that provide the deliver the drinking water to the distribution system. - Replacement of Well 4 well pump. - Installation of a new air handling unit for humidity and temperature control in the pumphouse.	The equipment at Treatment Plant 104 has either reached end of life or exceeded its life expectancy based on the current condition of the assets, including a well pump and a high lift pump. These refurbishments and replacements will ensure that the assets are maintained in a state of good repair. Included in this project is to install a new air handling unit. The pumphouse has been challenged with premature failures of metal components due to the humidity and the off-gasing from the chlorination within the same facility. The installation of new air handling unit will assist to remove the humidity and prevent future failures before the end of life of the assets within the building.
	OPERATING IMPACT There will be additional operating costs for the air handling unit for hydro and service requirements. Hydro - \$500/year Contracted Services - \$500/year



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Facility 101A Corrosion Protection	CURRENT YEAR FUNDING REQUIREMENT: \$ 75,000
PROJECT STATUS : NEW	
PROJECT CATEGORY: Infrastructure Renewal	MULTI-YEAR PROJECT: No
DEPARTMENT: Infrastructure	
STRATEGIC PRIORITY: Sustainable Infrastructure	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): Water Rates

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Facility 101A (Water Tower) was originally constructed in 1979 and underwent a significant improvement several years ago. When completing this work, the supplier recommended the installation of a system to prevent premature corrosion and protect the investment that was made. This system uses special components that gradually wear out to protect the metal parts of the tower. By doing so, this will prevent corrosion and extend the life of the water tower.	This facility underwent a significant investment in refurbishment in 2023 and this project will seek to safeguard that work. This solution helps to prevent corrosion in the tower and is more economical than refurbishing the tower and its coatings. This project will extend the life of the interior coating and continue to provide a reliable supply of drinking water to users.
	OPERATING IMPACT The cathodic protection will require inspection and future replacement. It is difficult to anticipate the inspection and replacement schedule and additional funds will be requested as needed. It is not likely required for a minimum of five (5) years.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Facility 101A Inspection
PROJECT STATUS : NEW
PROJECT CATEGORY: Infrastructure Renewal
DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure
10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 20,000
MULTI-YEAR PROJECT: No
POTENTIAL FUNDING SOURCE(S): Water Rates

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Facility 101A (Water Tower) was built in 1979. As part of the routine maintenance program for this asset, an inspection of the water tower was completed by a qualified contractor in 2019. In this report, the contractor made several recommendations, however additional work has been completed since that time. This project will be to complete another inspection to determine future projects required for this site, including evaluating the interior recoating and providing updated cost estimates.	This facility is an important component of the drinking water system for Lagoon City and Brechin. This water tower provides necessary storage of treated water and allows for balancing and operation of the system, for a short period, when pumps cycle or there is a power outage. This work is vital for future investments and planning in the infrastructure renewals at this facility.
	OPERATING IMPACT There is no operating impact from this project.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Water and Wastewater Design and Engineering
PROJECT STATUS : NEW
PROJECT CATEGORY: Infrastructure Renewal

DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 120,000
MULTI-YEAR PROJECT: Yes

POTENTIAL FUNDING SOURCE(S): Water Rates

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
In order to maintain and operate the water and wastewater systems appropriately and effectively, various studies, reports, investigations, and designs are required to be completed by professional engineers. This work utilizes appropriately qualified individuals to inform and recommend the replacement, installation, and updating of necessary components of the systems. For 2026, the following works are proposed for review by consulting engineers to ensure that the regulatory requirements for performing the work are met and that the assessment for the changes have been appropriately vetted. These improvements will focus on future system needs, with careful consideration given to minimizing obsolescence and supporting long-term operational resilience. - Improving and recommending automation. - Assessing electrical needs and generator replacements/improvements. - Investigating the raw water quality issues at Treatment Plant 101 to improve operational reliability. - Completing the design work for Treatment Plant 104 raw water well line replacement. - Evaluate existing pump and large process unit capacities versus system needs and plans.	Engineering and consulting services are required in order to have the necessary qualified professionals to review, recommend, and design work for water and wastewater systems. In many circumstances, a professional engineer's design is required for meeting legislative requirements ahead of the installation and construction of the recommended work. These various projects will help to review and assess equipment and processes that are underperforming, causing operational challenges; address the current and future needs of the systems; provide pricing information to inform budgetary requirements; and confirm the correct equipment selection for tendering. If this work were not to proceed, it would delay the planning for future needs and increases the risk of system reliability and resilience.
	OPERATING IMPACT There is no additional operating impacts for engineering reviews.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Pump Refurbishment	CURRENT YEAR FUNDING REQUIREMENT: \$ 100,000
PROJECT STATUS : Ongoing	
PROJECT CATEGORY: Infrastructure Renewal	MULTI-YEAR PROJECT: No
DEPARTMENT: Infrastructure	
STRATEGIC PRIORITY: Sustainable Infrastructure	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): Water Reserve

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Treatment Plant 101 operates using a total of eight (8) pumps. These pumps include both low-lift and high-lift pumps. The low-lift pumps are utilized to move raw water through the treatment process. The high-lift pumps then move the treated water through the distribution system, including two (2) fire pumps utilized for providing adequate flow during an emergency. This program includes the removal and assessment of one (1) pump per year and determining the best course of action including refurbishment or replacement, depending on the state of the asset and the required work. This is the second year of the program over the next eight years.	Pumping water through the water treatment process is critical for the operation of the system to provide a consistent supply of safe drinking water. These pumps are at or exceeded their end of life and require renewal. While the systems are designed to have redundancy in the number of pumps, not completing this work increases the risk of failure of this necessary equipment and increases the risk of being unable to move the water throughout the process. These pumps vary in size and application and are generally built to order, meaning that a spare unit is unlikely to be purchased quickly in the event of a failure.
	OPERATING IMPACT There is no operating impact from this project.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Lifting Device

PROJECT STATUS : NEW

PROJECT CATEGORY: Infrastructure Renewal

DEPARTMENT: Infrastructure

STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #: _____

CURRENT YEAR FUNDING REQUIREMENT: \$ 35,000

MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): Water Reserves

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Treatment Plant 101 utilizes a lifting device in order to remove and perform maintenance to the low lift pumps. These pumps move the raw water through the treatment process and are critical for the operation of the facility. The lifting device has failed inspection and requires repair.	Lifting devices are common throughout water and wastewater facilities in order to provide the necessary means to remove and inspect/repair various pumps and other critical pieces of equipment. Generally speaking, these devices are located in areas where other means of lifting the equipment out of place are inaccessible or not practical due to the layout of the facility (i.e., boom trucks, scissor lifts, etc.), Maintaining these lifting devices is vital to performing necessary repairs and maintenance on the equipment.
	OPERATING IMPACT There is no additional cost for this project as it is meant for replacing existing equipment.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Treatment Plant 103 Improvements
PROJECT STATUS : NEW
PROJECT CATEGORY: Infrastructure Renewal

DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 15,000
MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): Water Reserves

DESCRIPTION, SCOPE & PURPOSE

Treatment Plant 103 (South Ramara) building requires improvements to the insulation within the attic structure, as well as the addition of ice stops on the roof. In the building's current state, the temperature is difficult to maintain in the winter, resulting in increased energy costs and the formation of ice dams on the roof. The ice dams not only cause damage to the roof and eavestrough, but also are a risk to the health and safety of the visitors and workers at the facility.

STATEMENT OF JUSTIFICATION

Currently the attic insulation for this facility is not adequate. To reduce the energy consumption and costs, as well protect the worker health and safety, this work is recommended. Not completing this project will result in continued repairs, increased energy usage, and a risk to the users at that facility.

OPERATING IMPACT

It is anticipated that there will be cost savings to the energy consumption in the year following the improvements. This will be reviewed and adjustments to the operational budget will be completed after a full season of operating with the improvements should savings be realized.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Water - Major Maintenance	CURRENT YEAR FUNDING REQUIREMENT: \$ 55,000
PROJECT STATUS : Ongoing	
PROJECT CATEGORY: Infrastructure Renewal	MULTI-YEAR PROJECT: Yes
DEPARTMENT: Infrastructure	
STRATEGIC PRIORITY: Sustainable Infrastructure	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): Water Rates

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The water treatment systems all have various components that are required for the continued delivery of safe drinking water. These components require replacement, refurbishment, and/or service depending on the needs of the facility. This capital project will allocate funds to maintain the systems, as required, including replacing instrumentation, automation, chemical pumps and equipment, valves, and electrical components.	Many of the critical components of the drinking water system are needed for regulatory compliance, automation, and/or operational control to ensure the continued delivery of safe drinking water. These assets must be maintained in a state of good repair.
	OPERATING IMPACT There is no additional cost for this project as it is meant for replacing existing equipment.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Hydrant Renewal
PROJECT STATUS : Ongoing
PROJECT CATEGORY: Infrastructure Renewal

DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 100,000.00

MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The Bayshore and Lagoon City/Brechin Water Systems both contain fire hydrants that have aged and require reenwal. This program will include replacement, refurbishment, or painting, depending on the needs.	Fire hydrants are utilized for several purposes and can include fire protection services, as well as maintaining the water quality within the distribution network. The hydrants are also one of the most visible assets of the drinking water system and maintaining them in a good state of repair, including their appearance, is important to project a positive image for the operations. And, as hydrants are utilized in emergency situations (fires and/or water quality/watermain breaks), they are crtical components of the system.
	OPERATING IMPACT There is no operating impact from this project.

2026 Budget

Wastewater



Wastewater Designated Ratepayers 2026 Budget Highlights

- The Grant revenue is solely the allocation of a portion of the Ontario Community Infrastructure Funds (OCIF) which represents 45% of the annual allocation based on Cost Replacement Value (CRV) of wastewater asset. In 2025, there was a carryover allocation from Canada Community Building Fund (CCBF) approved during 2024 budget deliberation. These funds were not fully used in 2024 and were carried over to 2025.
- Other revenues include a loan estimated at \$10.2M that the Township will secure later in 2026 to fund wastewater treatment facility 202. It also includes \$1M loan for 2026 Hauling if required.
- Reduction in Contracted services is mostly due to the hauling cost which is estimated at \$1M for 2026 versus \$1.5M in 2025.
- Debt & Interest includes repayment of additional loans for hauling. The repayment of the loan for the wastewater treatment plant will be reflected in the 2027 budget.
- Salary and benefits have been adjusted to reflect the actual cost of Township management, support and project management.

2026 Wastewater Rates

- Rates have been increased by 15% due to additional funding requirements to meet the demands of the Wastewater Designated Ratepayers budget. Bylaw 2024.79 will be amended.
- Current billing rates in the Township include a flat fixed charge per quarter plus a variable (by volume) rate for each cubic meter of water used.

Fixed Charges	2025	2026
Less than 1"	\$ 208.95	\$ 240.29
1"	\$ 292.51	\$ 336.39
1.5"	\$ 376.10	\$ 432.52
2"	\$ 605.92	\$ 696.81
3"	\$ 2,298.34	\$ 2,643.09
Non-Metered	\$ 626.83	\$ 720.85

Consumption charge		
Consumption Charge per cubic meter	\$ 4.35	\$ 5.00

A typical Wastewater Residential User who uses 140m³ annually will have a \$216.72 increase from 2025 to 2026

2026 Wastewater Designated Ratepayers Summary			
Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Grant-Revenue	(471,600.00)	-	(170,100.00)
Other-Revenue	(4,862,800.00)	(7,595.80)	(11,576,400.00)
Penalties and Interests	(21,600.00)	(14,578.34)	(21,600.00)
Rent-Revenue	(14,000.00)	(9,514.56)	(14,000.00)
Reserves-Revenue	(274,200.00)	(274,200.00)	(1,611,600.00)
Sewer Charges	(1,761,300.00)	(1,379,386.06)	(1,975,000.00)
Revenues Total	(7,405,500.00)	(1,685,274.76)	(15,368,700.00)
Expenses			
Capital	4,219,800.00	528,918.20	11,090,800.00
Contracted Services	2,171,500.00	1,508,468.69	1,764,800.00
Insurance	59,800.00	35,109.41	59,800.00
Materials	-	-	4,600.00
Other-Expense	2,400.00	-	2,400.00
Principal Debt & Interest	649,400.00	-	1,983,600.00
Salaries & Benefits	91,300.00	71,305.93	250,100.00
Training/ Mileage	-	-	1,000.00
Utilities	211,300.00	167,766.87	211,600.00
Expenses Total	7,405,500.00	2,311,569.10	15,368,700.00
Net Levy Required	-	626,294.34	-

2026 Wastewater Designated Ratepayers Capital Projects

Wastewater Designated Ratepayers Capital Projects Summary		
Project Name	Budgeted Cost	Project Summary
Building Condition Assessments	\$20,800	Assess buildings related to wastewater services to guide future investments.
Wastewater – Major Maintenance	\$100,000	Replace service pumps, valves, and key system components.
WWTP 201 Rehabilitation	\$130,000	Replace motor, aerator, and clean basin for reliability.
Wastewater Collection Maintenance	\$65,000	Flush, inspect, and repair pipes/manholes to prevent issues.
201A Refurbishment	\$275,000	Refurbish pumps, valves, and electrical components.
WWTP 201 Headworks	\$20,000	Continue design for new headworks screening system.
WWTP 201 Environmental Assessment	\$250,000	Environmental Assessment for expansion and phosphorus reduction into Lake Simcoe.
Water & Wastewater Design/Engineering	\$80,000	Studies/designs to address future system needs.
202 WWTP Tile Beds	\$10,150,000	Build sub-surface tile beds to replace aging sprayfields.
Total	\$11,090,800	

Wastewater System Legend	
Facility	Number
Lagoon City/Brechin	201
SPS 1	201A
SPS 2	201B
SPS 3	201C
SPS 4	201D
SPS 5	201E
SPS 6	201F
SPS 7	201G
SPS 8	201H
Bayshore Village	202
SPS West	202A
SPS East	202B



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Building Condition Assessments	CURRENT YEAR FUNDING REQUIREMENT: \$ 80,000
PROJECT STATUS : New	
PROJECT CATEGORY: Other (Please Specify)	MULTI-YEAR PROJECT: No
Asset Management	
DEPARTMENT: Infrastructure	
STRATEGIC PRIORITY: Sustainable Infrastructure	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): Tax Levy (\$45,600), Water Rates (\$13,600) and Wastewater Rates (\$20,800)

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The Township operates and maintains approximately 30 different buildings and facilities as part of its service delivery. These buildings vary in purpose and utilization and include administrative, operations, emergency response, utility delivery, and recreational activities. These facilities are various ages and require a Unifomat Level II building condition assessment to understand their state of repair.	As part of the ongoing requirements for the Asset Management Plan, the facility ages and conditions vary, as well as their risk of failure and exposure to the health and safety of the public and the Township workers. Completing this assessment will provide an overall current condition of all of these facilities and provide direction for needs for future investment. This work will inform the short-, mid-, and long-term planning for the facilities and the necessary funding for the Township to maintain their assets in a state of good repair.
	OPERATING IMPACT
	There is no operating impact for this project.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Wastewater - Major Maintenance	CURRENT YEAR FUNDING REQUIREMENT: \$ 100,000
PROJECT STATUS : Ongoing	
PROJECT CATEGORY: Infrastructure Renewal	MULTI-YEAR PROJECT: No
DEPARTMENT: Infrastructure	
STRATEGIC PRIORITY: Sustainable Infrastructure	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): Wastewater Reserves

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The wastewater systems all have various components that are required for the continued conveyance and treatment to protect the environment for wastewater. These components require replacement, refurbishment, and/or service depending on the needs of the asset. This capital project will allocate funds to maintain the systems, as required, including inspecting and the routine servicing of pumps, replacing instrumentation, automation, chemical pumps and equipment, valves, sampling equipment, and electrical components.	Many of the critical components of the wastewater system are needed for regulatory compliance, automation, and/or operational control, supporting the reliable and continuous management of wastewater. These assets must be maintained in a state of good repair.
	OPERATING IMPACT
	There is no additional cost for this project as it is meant for replacing existing equipment.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Treatment Plant 201 Rehabilitation
PROJECT STATUS : New
PROJECT CATEGORY: Infrastructure Renewal
DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure
10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 130,000
MULTI-YEAR PROJECT: No
POTENTIAL FUNDING SOURCE(S): Wastewater Reserves

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Treatment Plant 201 (Lagoon City/Brechin) provides the treatment of the wastewater collected from Lagoon City and Brechin users, as well as the septage receiving facility. In order to provide continued service, there are mechanical components that require replacement, servicing, and/or refurbishment. For 2026, the following items have been identified: - Replacement of the screw drive motor and gearbox - Side aerator and float - Cleaning of one basin, including proper disposal of sludge.	Wastewater systems are complex and require attention in order to provide continued service delivery and reduce the risk of operational challenges including backups, spills, overflows, or bypasses. Maintaining the vital components of the treatment systems in a good state of repair is important for compliance and operational control.
	OPERATING IMPACT There are no additional operating impacts from this project.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Wastewater Collection System Maintenance

PROJECT STATUS : Ongoing

PROJECT CATEGORY: Infrastructure Renewal

DEPARTMENT: Infrastructure

STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 65,000

MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): Wastewater Rates

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The linear component of the Wastewater Collection System, including pipes and maintenance holes, require preventative maintenance to locate and identify pipe condition and to remove any solids or potential blockages before they cause an issue. This program includes the flushing and video inspection of the sewer mains and maintenance holes, as well as the repair of any of the identified deficiencies from the current or previous years.	The collection system network is responsible for conveying the wastewater from the users to the treatment plants through various pipes, maintenance holes, and pumping stations. This program is critical for proactively identifying potential issues and making repairs as they are identified to avoid potential spills or backups. This program also meets the requirements for condition assessment on a rotational basis, providing valuable asset management information. These condition assessments provide documented evidence of maintaining the collection system network in a state of good repair.
	OPERATING IMPACT There is no operating impact from this project.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: 201A Refurbishment	CURRENT YEAR FUNDING REQUIREMENT: \$ 275,000
PROJECT STATUS : Ongoing	
PROJECT CATEGORY: Infrastructure Renewal	MULTI-YEAR PROJECT: Yes
DEPARTMENT: Infrastructure	
STRATEGIC PRIORITY: Sustainable Infrastructure	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): Wastewater Rates

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Sewage Pumping Station 201A requires refurbishment. This project includes the refurbishment/replacement of mechanical components (valves, pipes, etc.), electrical components, and the pumps. This work began in 2025 but due to long lead times on electrical and pump components, will carry on into 2026.	This project was initiated in 2025 and is carried on in 2026.
	OPERATING IMPACT
	There are no operating impacts from the completion of the work.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Headworks Design

PROJECT STATUS : Ongoing

PROJECT CATEGORY: Infrastructure Renewal

DEPARTMENT: Infrastructure

STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 20,000

MULTI-YEAR PROJECT: Yes

POTENTIAL FUNDING SOURCE(S): Wastewater Rates

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Treatment Plant 201 (Lagoon City/Brechin) has a rudimentary screen to provide primary treatment. The design and engineering for a replacement headworks system began in 2025 and this is the continuation of the project.	This screen requires significant manual oversight and maintenance in order to operate it effectively. Primary treatment is the first step to screen out large debris incoming to the facility to protect the downstream equipment from failure. The entire project cost is expected to be \$50,000 and will be starting in the last quarter of 2025. The carryover of \$20,000 is to complete this project in 2026.
	OPERATING IMPACT
	There are no operating impacts from the completion of the design work.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Environmental Assessment
PROJECT STATUS : Ongoing
PROJECT CATEGORY: Infrastructure Renewal

DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 250,000

MULTI-YEAR PROJECT: Yes

POTENTIAL FUNDING SOURCE(S): Wastewater Rates

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Treatment Plant 201 (Lagoon City/Brechin) is currently an extended aeration system providing primary and secondary treatment to the wastewater from the Brechin and Lagoon City networks. This Environmental Assessment, started in 2025, will provide the necessary background to consider expansion and tertiary treatments to reduce the phosphorus loading into Lake Simcoe.	This project began in 2025 and is continuing in 2026. The total estimated cost for this project is \$270,000 where \$30,000 has been funded in 2025 and the remaining \$250,000 is to be funded in 2026. This work is slated to begin in the last quarter of 2025.
	OPERATING IMPACT There are no operating impacts from the completion of the consulting work.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Water and Wastewater Design and Engineering	CURRENT YEAR FUNDING REQUIREMENT: \$ 80,000
PROJECT STATUS : NEW	
PROJECT CATEGORY: Infrastructure Renewal	MULTI-YEAR PROJECT: Yes
DEPARTMENT: Infrastructure	
STRATEGIC PRIORITY: Sustainable Infrastructure	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): Wastewater Rates

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
In order to maintain and operate the water and wastewater systems appropriately and effectively, various studies, reports, investigations, and designs are required to be completed by professional engineers. This work utilizes appropriately qualified individuals to inform and recommend the replacement, installation, and updating of necessary components of the systems. For 2026, the following works are proposed for review by consulting engineers to ensure that the regulatory requirements for performing the work are met and that the assessment for the changes have been appropriately vetted. These improvements will focus on future system needs, with careful consideration given to minimizing obsolescence and supporting long-term operational resilience. - Improving and recommending automation. - Assessing electrical needs and generator replacements/improvements. - Investigating the raw water quality issues at Treatment Plant 101 to improve operational reliability. - Completing the design work for Treatment Plant 104 raw water well line replacement. - Evaluate existing pump and large process unit capacities versus system needs and plans.	Engineering and consulting services are required in order to have the necessary qualified professionals to review, recommend, and design work for water and wastewater systems. In many circumstances, a professional engineer's design is required for meeting legislative requirements ahead of the installation and construction of the recommended work. These various projects will help to review and assess equipment and processes that are underperforming, causing operational challenges; address the current and future needs of the systems; provide pricing information to inform budgetary requirements; and confirm the correct equipment selection for tendering. If this work were not to proceed, it would delay the planning for future needs and increases the risk of system reliability and resilience.
	OPERATING IMPACT
	There is no additional operating impacts for engineering reviews.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Tile Beds	CURRENT YEAR FUNDING REQUIREMENT: \$ 10,150,000
PROJECT STATUS : Ongoing	
PROJECT CATEGORY: Infrastructure Renewal	MULTI-YEAR PROJECT: Yes
DEPARTMENT: Infrastructure	
STRATEGIC PRIORITY: Sustainable Infrastructure	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): Finance (Debt)

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
Treatment Plant 202 (Bayshore) system currently consists of two facultative lagoons for the treatment of the solids. The effluent from the lagoons is then sprayed on two fields, specifically within the months of May to September (within the existing Certificate of Approval). An extensive Environmental Assessment has been completed as part of the review and plans for an upgraded system. The preferred solution includes a sub-surface tile bed application that will include the construction of new access roads, a new process building, and the tile beds. The costs for this project include the completion of design and tendering of the construction project, the construction of the sub-surface tile beds, and the contract administration and inspection for the work. It is anticipated that all of the work will be completed in 2026, with a maintenance period extending into 2027.	These sprayfields have reached their end of life. The poor soil conditions, the limited spraying season and climate change is impacting the operational control of the system and have led to the requirement for this shift from a sprayfield to sub-surface tile beds. There has been significant financial investment by the Township to prepare for this project, including considering all of the options and several public meetings. In order to provide continued reliable and resilient treatment that can be more consistently operated, this work needs to be completed.
	OPERATING IMPACT There may be additional operating impacts once the new system is finalized; however, there will also be savings from not operating the existing system. Estimates for savings will be provided once the final design is complete.

2026 Budget

Couchiching OPP Detachment Board



Couchiching Detachment Board 2026 Budget Highlights

- No change in the cost to the Township.
- Starting in 2026, the Township will no longer provide administrative support services to the Board. As a result, the Township will no longer be responsible for managing the Boards' budget or handling their accounting. Going forward, the Township's involvement will be limited to contributing to the Boards' overall budget and covering training and mileage expenses for appointed officials.
- This change also means the Township will no longer process invoices on behalf of the Board, nor will it receive contributions from other municipalities.

2026 Couchiching Detachment Board Budget Summary			
Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Other-Revenue	(70,600.00)	-	-
Township Grant	(23,900.00)	(23,900.04)	(23,900.00)
Revenues Total	(94,500.00)	(23,900.04)	(23,900.00)
Expenses			
Contracted Services	1,100.00	-	22,500.00
Insurance	5,000.00	6,764.05	-
Materials	11,000.00	8,612.08	-
Other-Expense	5,500.00	-	-
Rent-Expense	7,000.00	-	-
Salaries & Benefits	45,000.00	14,765.43	-
Training/ Mileage	19,900.00	9,265.97	1,400.00
Expenses Total	94,500.00	39,407.53	23,900.00
Net Levy Required	-	15,507.49	-

2026 Budget

Community Policing



Community Policing 2026 Budget Highlights

- No change in the cost to the Township.
- Small adjustments were made to reflect previous years actuals both on the revenue and expense side.

2026 Community Policing Budget Summary			
Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Other-Revenue	(500.00)	(31.53)	(100.00)
Township Grant	(3,400.00)	(3,399.96)	(3,700.00)
Revenues Total	(3,900.00)	(3,431.49)	(3,800.00)
Expenses			
Contracted Services	2,900.00	2,102.95	3,100.00
Insurance	100.00	16.57	100.00
Other-Expense	900.00	412.11	600.00
Expenses Total	3,900.00	2,531.63	3,800.00
Net Levy Required	-	(899.86)	-

2026 Budget

Medical Centre Building



Medical Centre 2026 Budget Highlights

- Adjustment in budgeted contribution to Good Doctors ~\$15K as 2025 was overstated.
- No other significant changes between 2025 and 2026.

2026 Medical Centre Budget Summary Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Other-Revenue	(6,000.00)	(3,997.92)	(6,000.00)
Revenues Total	(6,000.00)	(3,997.92)	(6,000.00)
Expenses			
Good Doctors	122,400.00	78,750.00	107,100.00
Insurance	6,300.00	2,268.28	6,300.00
Other-Expense	500.00	495.45	500.00
Repairs & Maintenance	6,000.00	3,434.42	6,000.00
Utilities	9,500.00	8,937.35	11,000.00
Expenses Total	144,700.00	93,885.50	130,900.00
Net Levy Required	138,700.00	89,887.58	124,900.00

2026 Budget



Lagoon City Parks & Waterways



Lagoon City Parks and Waterways (LCPW) 2026 Budget Highlights

- The Commission requested 0% levy increase. The base unit rate remains at \$896.59. The variance with the 2025 total Levy is due to changes in Short-Term rental licenses which are charged four (4) times the unit rate.
- Other revenue increases reflect the actual interest allocation on reserve balances at year end.
- Capital expense increased by \$86,500.
- Adjustments made throughout budget to reflect the actuals.
- Salary and benefits have been adjusted to reflect the true cost of Township management, support and projects management. The LCPW services would not be possible without many township employees, and this service should pay their portion of the employees' cost.

2026 Lagoon City Parks and Waterways Budget Summary			
Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Levy	(1,131,000.00)	(1,122,648.21)	(1,127,400.00)
Other-Revenue	(15,500.00)	(190.45)	(34,500.00)
Revenues Total	(1,146,500.00)	(1,122,838.66)	(1,161,900.00)
Expenses			
Capital	309,500.00	11,893.31	396,000.00
Contracted Services	271,200.00	80,997.95	239,200.00
Insurance	23,000.00	7,912.24	23,000.00
Legal Fees	20,000.00	176,576.34	20,000.00
Materials	3,500.00	-	2,700.00
Other-Expense	13,500.00	6,479.76	13,500.00
Reserves-Expense	228,000.00	320,500.00	178,400.00
Salaries & Benefits	173,100.00	107,861.88	225,400.00
Training/ Mileage	1,500.00	313.50	1,500.00
Utilities	20,500.00	13,756.08	25,500.00
Vehicles & Equipment	82,700.00	40,200.67	36,700.00
Expenses Total	1,146,500.00	766,491.73	1,161,900.00
Net Levy Required	-	(356,346.93)	-

2026 Lagoon City Parks and Waterways Capital Projects

LCPW Capital Projects Summary		
Project Name	Budgeted Cost	Project Summary
Bubbler System Expansion – Phase 2	\$55,000	Continue 4-year program expanding bubblers to reduce weeds and algae.
Gondola Lagoon Noise Solution Year 2	\$30,000	Implement quieter water mover solution to meet by-law noise limits.
LCPW Community Project	\$30,000	Fund accessibility mats or pavilion; final choice via consultation.
LCPW Drainage Improvements	\$225,000	Grade North Private Beach to reduce ponding and improve drainage.
LCPW Footbridge Lighting	\$22,500	Replace footbridge lights to reduce glare into homes.
LCPW Offload Shed	\$7,500	Add secure shed for storing harvester equipment at offload site.
LCPW Park Amenities	\$16,000	Repair or replace benches, tables, and bins at private beaches.
LCPW Small Equipment	\$2,500	Purchase small tools like trimmers, saws, and blowers for upkeep.
LCPW Tree Maintenance	\$7,500	Trim and maintain trees to improve safety along parks and pathways.
Total	\$396,000	



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Bubbler System Expansion - Phase 2
PROJECT STATUS : Continued Project
PROJECT CATEGORY: Service Level Change

DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Community Connection

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 55,000

MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): LCPW Levy

DESCRIPTION, SCOPE & PURPOSE

The purpose of this project is to continue with the addition of bubblers throughout the canal system to limit weed and algae growth and reduce the mud. This system has shown to be effective and the Lagoon City Parks and Waterways Commission (LCPWC) is committed to the phased implementation to expand the existing system. This will be the second year of the four-year phased program.

The specific location and additions will be determined by the LCPWC prior to procuring the work.

Depending on location, the expansion can include the addition of piping, bubblers, a building (complete with electrical connections), air compressor improvements, and all necessary components.

STATEMENT OF JUSTIFICATION

The Lagoon City canals currently have an existing bubbler system that is proving effective for managing weeds, algae, and mud. The LCPWC has requested an expansion of the system to continue to improve the performance of the canals. The risk of not installing this equipment will require further manual intervention to manage the weed, algae, and muck, which can be costly for both the users of the canals and the LCPWC.

OPERATING IMPACT

This phase will utilize existing compressors and buildings and will not have any additional operating budget impacts.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Gondola Lagoon Noise Solution (Yr. 2)
PROJECT STATUS : Continued Project
PROJECT CATEGORY: Infrastructure Renewal

DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Community Connection

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 30,000

MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): LCPW Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The purpose of this project is to reduce the noise from the existing motors for the water movers located in Gondola Lagoon. Previous pumps were much quieter and these pumps have been shown to exceed the noise requirements to meet the Township by-law. Tatham Engineering has been working on a solution in 2025. At the time of writing this request, the direction of the program in 2025 has not been determined; however, this request is being made to provide an allowance to address the concern in 2026.	The Gondola Lagoon water movers have been shown to exceed the noise by-law and the community is requesting that they be made quieter to improve the ambience in the area. The risk of not completing this project means continued complaints.
	OPERATING IMPACT No operating impacts have currently been identified.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: LCPWC Community Project
PROJECT STATUS : NEW
PROJECT CATEGORY: Community Project
DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Community Connection
10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 30,000
MULTI-YEAR PROJECT: No
POTENTIAL FUNDING SOURCE(S): LCPW Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The purpose of this project is to complete a project that the community is requesting. The two options available are: 1. Adding AODA mats at the private beaches to improve accessibility for all users. This budget will include the addition of the mat material and necessary appurtenances for the operation and maintenance of the devices. 2. Constructing a new pavilion. The proposed budget includes the design of the pavilion and construction would be budgeted for as part of the 2027 budget process.	The LCPWC is interested in hearing from the community about which project should be pursued - whether it is accessible mats on the private beaches to improve accessibility for all users or to construct a new pavilion. The community will be engaged in the late summer/fall of 2025 to determine which project is desirable. Results of the community engagement will be shared with the Lagoon City Parks and Waterways Commission (LCPWC) for the final decision on which project will be selected.
	OPERATING IMPACT No operating impact from this project.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: LCPW Drainage Improvements
PROJECT STATUS : NEW
PROJECT CATEGORY: Infrastructure Renewal
DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure
10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 225,000
MULTI-YEAR PROJECT: No
POTENTIAL FUNDING SOURCE(S): LCPW Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The purpose of this project is to address drainage challenges that exist within the North Private Beach. This project will bring in appropriate equipment and fill to grade the property towards the lake to reduce the existing ponding and allow the water to flow overland. Additionally, any built-up material will be levelled out.	The North Private Beach has challenges with existing ponding. There is also a deposit of material from the beach area creating a ridge and limiting further drainage. The Lake Simcoe Regional Conservation Authority also had plans to plant trees within this property. These trees would provide the benefit of additional shade and prevent soil erosion. However, with the existing grade, the likelihood of survival of these saplings would be reduced as they would be located within the ponded areas.
	OPERATING IMPACT Thereis no operating impact from this project.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: LCPW Footbridge Lighting
PROJECT STATUS : NEW
PROJECT CATEGORY: Community Project
DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Community Connection
10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 22,500
MULTI-YEAR PROJECT: No
POTENTIAL FUNDING SOURCE(S): LCPW Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The purpose of this project is to have the existing lighting that is on the South Footbridge adjusted to project in a downward fashion. This work will require that any deficiencies in the existing electrical be addressed to meet the current Electrical Safety Association requirements. All work is to be completed by an appropriately licenced electrician.	The South Footbridge lighting currently shines directly into several homes based on the current orientation and type of lighting used. Other alternatives have been exhausted with no viable option other than replacing the lighting with a different style to ensure tha the pathway is appropriately lit, in a downward manner, and the stray light will not be directed into homes.
	OPERATING IMPACT There is no operating impact from this project.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: LCPW Offload Shed	CURRENT YEAR FUNDING REQUIREMENT: \$ 7,500
PROJECT STATUS : NEW	
PROJECT CATEGORY: Service Level Change	MULTI-YEAR PROJECT: No
DEPARTMENT: Infrastructure	
STRATEGIC PRIORITY: Service Excellence	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): LCPW Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The purpose of this project is to add a new shed at the offload site for the two harvesters. A new shed would be added to the site, including the ability to lock the building to improve security.	The offload site utilized for the weed harvesting includes the storage of small items needed for this work. Providing a lockable shed at this site will allow for a more secure site outside of the typical hours of work for the crew, including in the off season. This will also help to protect the various assets and equipment not needed in the winter.
	OPERATING IMPACT No additional operating impact has been identified.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: LCPW Park Amenities
PROJECT STATUS : NEW
PROJECT CATEGORY: Infrastructure Renewal
DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure
10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 16,000
MULTI-YEAR PROJECT: No
POTENTIAL FUNDING SOURCE(S): LCPW Levy

DESCRIPTION, SCOPE & PURPOSE

The purpose of this project is to repair or replace various park amenities such as picnic tables, waste receptacles, and benches located within the North and South Private Beaches that are owned and operated by the Lagoon City Parks and Waterways Commission (LCPWC).

These amenities are in various states of repair and some are approaching end of life. In order to maintain these assets in a state of good repair, this project will allow for the repair or renewal of these assets.

STATEMENT OF JUSTIFICATION

The LCPW operates and maintains two private beaches with various amenities (assets) such as benches, picnic tables, and waste receptacles. In order to maintain a state of good repair for these assets, they require replacement or repair. This project will provide for a more safe and enjoyable experience within the beaches and reduce the risk to public health and safety by utilizing assets that have exceeded their useful life.

OPERATING IMPACT

No operating impact from this project.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: LCPW Small Equipment
PROJECT STATUS : NEW
PROJECT CATEGORY: Service Level Change
DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Service Excellence
10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 2,500
MULTI-YEAR PROJECT: No
POTENTIAL FUNDING SOURCE(S): LCPW Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The purpose of this project is to add new small equipment such as trimmers, chainsaw, pruners, and leaf blowers.	The LCPW operates and maintains several properties including parks, beaches, and pathways. Currently small equipment is borrowed from the Township of Ramara, which means that work may need to be coordinated depending on other work within the township. The addition of this equipment will improve the responsiveness and efficiency of the grounds crews to be able to address identified needs quickly.
	OPERATING IMPACT There will be additional supplies required to support the maintenance of this equipment, which has been included in the new account Supplies for grounds. The proposed budget for this line is \$1,500, which would include existing and proposed equipment.



Capital Project Budget Submission

Budget 2026

PROJECT NAME: LCPW Tree Maintenance	CURRENT YEAR FUNDING REQUIREMENT: \$ 7,500
PROJECT STATUS : NEW	
PROJECT CATEGORY: Other (Please Specify)	MULTI-YEAR PROJECT: No
Maintaining Existing Infrastructure	
DEPARTMENT: Infrastructure	
STRATEGIC PRIORITY: Sustainable Infrastructure	
10-YEAR CAPITAL PLAN REFERENCE #:	POTENTIAL FUNDING SOURCE(S): LCPW Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The purpose of this project is to complete necessary tree trimming and maintenance within the Lagoon City Parks and Waterways Commission (LCPWC) properties, including the beaches, parks, and pathways. Currently staff have observed that some of the trees along the North Footbridge are approaching end of life and/or require attention before they become a hazard to the users of this property.	The LCPWC operates and maintains several properties and features including the parks, beaches, and pathways. The properties need to be operated in a safe manner, which includes addressing the trees. By completing this work along the North Footbridge, the safety of the users is improved and the potential for emergency repairs are reduced.
	OPERATING IMPACT There is no operating impact from this project.

2026 Budget Community Centres



Udney Community Centre 2026 Budget Highlights

- Reduction in the Township Grant requirement.
- No capital expenditures budgeted in 2026.
- Reduction in Contracted Services – Building Maintenance to align with actual 2025 expenses.
- Reduction in budgeted materials expense to align with actual 2025 expenses.

2026 Udney Community Centre Budget Summary			
Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Other-Revenue	(19,800.00)	(2,791.56)	(21,300.00)
Township Grant	(24,800.00)	(24,800.04)	(13,300.00)
Revenues Total	(44,600.00)	(27,591.60)	(34,600.00)
Expenses			
Capital	5,000.00	6,662.00	-
Contracted Services	9,800.00	7,288.60	8,000.00
Insurance	4,800.00	2,195.42	4,800.00
Materials	6,500.00	1,551.87	4,500.00
Reserves-Expense	2,000.00	2,000.00	2,000.00
Utilities	16,500.00	13,961.76	15,300.00
Expenses Total	44,600.00	33,659.65	34,600.00
Net Levy Required	-	6,068.05	-

Longford Community Centre 2026 Budget Highlights

- Reduction in miscellaneous revenue to align with actual revenues received in prior periods.
- Increase in Township Grant to offset reduced revenues and fund capital expenses.
- Capital allocation of \$6,500 to make improvements to the parking lot.
- Increase in Contracted Services due to a \$4,300 rise in building maintenance, including cleaning contract, fire extinguisher maintenance, Huronia alarms, pest control, Reliance contract, and unplanned maintenance.

2026 Longford Community Centre Budget Summary			
Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Other-Revenue	(17,000.00)	(1,000.39)	(7,500.00)
Township Grant	(29,300.00)	(29,300.04)	(48,000.00)
Revenues Total	(46,300.00)	(30,300.43)	(55,500.00)
Expenses			
Capital	-	-	6,500.00
Contracted Services	11,900.00	7,602.78	13,300.00
Insurance	5,200.00	1,899.81	5,200.00
Materials	5,000.00	-	5,000.00
Reserves-Expense	10,000.00	10,000.00	10,000.00
Utilities	14,200.00	11,538.16	15,500.00
Expenses Total	46,300.00	31,040.75	55,500.00
Net Levy Required	-	740.32	-

2026 Longford Community Centre Board Capital Projects

Longford Community Centre Board Capital Projects Summary		
Project Name	Budgeted Cost	Project Summary
Grading and parking lot repairs	\$6,500	Improvement to the parking lot using gravel as main material.
Total	\$6,500	



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Longford Mills Community Centre
PROJECT STATUS : NEW
PROJECT CATEGORY: Infrastructure Renewal
DEPARTMENT: Infrastructure
STRATEGIC PRIORITY: Sustainable Infrastructure
10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 6,500
MULTI-YEAR PROJECT: No
POTENTIAL FUNDING SOURCE(S): Tax Levy

DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The driveway and parking lot for the Longford Mills Community Centre is a large graveled surface that requires maintenance. This project includes adding a gravel overlay to the parking lot and to grade it.	As with all assets, the driveway and parking lot requires maintenance. This work will continue to maintain the driveway and parking lot in a state of good repair.
	OPERATING IMPACT There is no operating impact for this project.

Atherley Community Centre 2026 Budget Highlights

- Capital funding includes \$2,500 for donor recognition engravings/plaques.
- Increase in contracted services related to the porta-potty contract.
- Reduction in playground and park maintenance expense to align more accurately with prior actuals.

2026 Atherley Community Centre Budget Summary			
Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Other-Revenue	(1,200.00)	-	-
Township Grant	(11,100.00)	(11,100.00)	(9,000.00)
Revenues Total	(12,300.00)	(11,100.00)	(9,000.00)
Expenses			
Capital	-	-	2,500.00
Contracted Services	1,300.00	1,427.64	3,000.00
Insurance	200.00	147.18	200.00
Materials	1,500.00	584.59	1,500.00
Other-Expense	2,000.00	-	-
Repairs & Maintenance	4,000.00	285.58	1,000.00
Reserves-Expense	2,500.00	2,500.00	-
Utilities	800.00	665.06	800.00
Expenses Total	12,300.00	5,610.05	9,000.00
Net Levy Required	-	(5,489.95)	-

2026 Atherley Community Centre Board Capital Projects

Atherley Community Centre Board Capital Projects Summary		
Project Name	Budgeted Cost	Project Summary
Engraving/plaque	\$2,500	Donors recognition plaque
Total	\$2,500	



Capital Project Budget Submission

Budget 2026

PROJECT NAME: Donor Plaque

PROJECT STATUS :

PROJECT CATEGORY:

DEPARTMENT: Legislative and Community Services

STRATEGIC PRIORITY: Community Connection

10-YEAR CAPITAL PLAN REFERENCE #:

CURRENT YEAR FUNDING REQUIREMENT: \$ 2,500.00

MULTI-YEAR PROJECT: No

POTENTIAL FUNDING SOURCE(S): Tax Levy

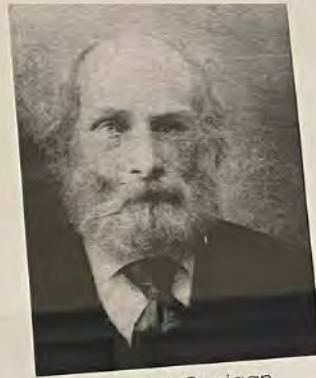
DESCRIPTION, SCOPE & PURPOSE	STATEMENT OF JUSTIFICATION
The Atherley Community Centre Board proposes the installation of a commemorative plaque at Atherley Park to formally recognize and express gratitude to the donors whose generous contributions have supported recent park improvements. The plaque will serve as a permanent acknowledgment of community support and will be strategically placed in a visible and respectful location within the park.	Community support and donor contributions are vital to the ongoing growth, development, and enhancement of our local parks and public spaces. Recognizing these individuals and organizations through a dedicated plaque not only expresses our appreciation but also encourages continued community engagement and investment. This recognition serves as a lasting tribute to those who help shape and improve our shared spaces for current and future generations
	OPERATING IMPACT None.

2026 Budget Wall of Fame



Joseph Healy 1903-1969
 "eyes are smiling" ... Charles Healy

was a lifelong resident and farmer of Mara Township. He was a provincial park warden within the township - the first provincial park in Ontario County. Charles Healy served for 11 years on the Board of Supervisors and was elected Warden of Ontario County in 1961 when he was Reeve and was elected Warden of Ontario County in 1964. Charles Healy presided over many events and projects in the township. It was during his political tenure as Reeve on local government that he was instrumental in the development of the park. It was during his availability of a parcel of land, located in Atherton on the north side of the township, that he was instrumental in the development of the park. It was during his availability of a parcel of land, located in Atherton on the north side of the township, that he was instrumental in the development of the park. It was during his availability of a parcel of land, located in Atherton on the north side of the township, that he was instrumental in the development of the park.



Patrick Corrigan
First Settler in Mara Township

[illegible]

Andrew Zsolt
Visionary Developer of Lagoon City
1923 - 2014

[illegible]

Clarence Aubrey Steele
1919-2011

"What, Gosh, Do I combine the Fish?"
These are questions that often arise for the fish and the shrimp in the

Cornish Wales and the Shetland Islands. Cornish Wales, which is a part of the United Kingdom, is a small island in the Celtic Sea. It is known for its fish and its shrimp. The Shetland Islands are a group of islands in the North Atlantic. They are known for their fish and their shrimp. The fish and the shrimp are the main products of the Cornish Wales and the Shetland Islands. They are sold in the markets and in the restaurants. They are also sold in the shops. The fish and the shrimp are the main products of the Cornish Wales and the Shetland Islands. They are sold in the markets and in the restaurants. They are also sold in the shops.

Wall of Fame 2026 Budget Highlights

- No budgeted changes between 2025 and 2026.

2026 Wall of Fame Budget Summary
Actuals as of November 6, 2025

Revenues	2025 Budget	2025 Actual	2026 Budget
Township Grant	(800.00)	(799.92)	(800.00)
Revenues Total	(800.00)	(799.92)	(800.00)
Expenses			
Materials	800.00	-	800.00
Expenses Total	800.00	-	800.00
Net Levy Required	-	(799.92)	-

2026 Budget Library



Library 2026 Budget Highlights

- Township's contribution to the Library increased by \$5,000.

2026 Library Budget Summary			
Actuals as of November 6, 2025			
Revenues	2025 Budget	2025 Actual	2026 Budget
Grant-Revenue	(24,400.00)	(2,845.97)	(24,400.00)
Other-Revenue	(10,600.00)	(14,314.77)	(9,500.00)
Reserves-Revenue	(3,100.00)	(3,100.00)	-
Township Grant	(471,500.00)	(392,916.70)	(476,500.00)
Revenues Total	(509,600.00)	(413,177.44)	(510,400.00)
Expenses			
Capital	32,600.00	22,239.59	25,500.00
Contracted Services	3,600.00	1,843.29	7,100.00
Insurance	9,900.00	3,255.47	9,900.00
Materials	9,400.00	9,600.10	11,200.00
Other-Expense	2,500.00	3,238.93	3,500.00
Rent-Expense	56,300.00	56,300.04	57,400.00
Salaries & Benefits	391,300.00	289,079.45	390,700.00
Training/ Mileage	4,000.00	2,778.60	5,100.00
Expenses Total	509,600.00	388,335.47	510,400.00
Net Levy Required	-	(24,841.97)	-

2026 Library Capital Projects

Library Capital Projects Summary		
Project Name	Budgeted Cost	Project Summary
Replacement of computers	\$3,200	Replacement of two computers
Equipment and furniture	\$4,900	Replacement of aging equipment and furniture such as shelving units and tables.
Library Resources	\$4,600	Renewal of electronic resources
Library materials	\$12,800	Renewal of materials such as new collections
Total	\$25,500	