



# The United Townships of Head, Clara & Maria

## 2022 Budget Report

Prepared By:  
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Date:  
February 11, 2022

**PROPOSED BUDGET**

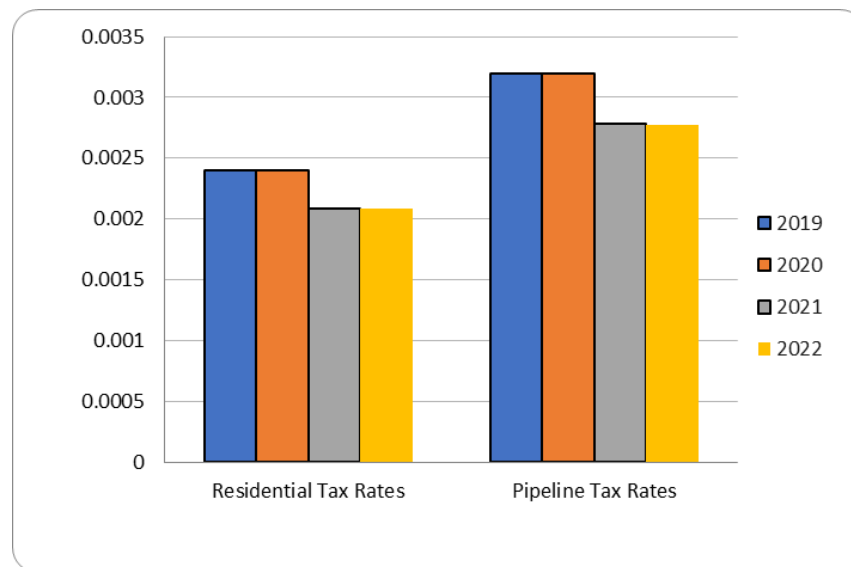
As the United Townships of Head, Clara & Maria moves forward in approving a budget in the first quarter of each year, this will mean approving a budget without being provided with the prior year's actual (audited) expenses and revenues. Actuals for 2021 will be provided with the audited financial statements, once they are available.

		Budget 2021	Proposed 2022
<b>Expenses</b>			
General Government	\$	441,870.00	\$ 472,800.00
Protection & Health Services	\$	104,730.00	\$ 104,570.00
Transportation Services	\$	127,750.00	\$ 279,820.00
Environmental Services	\$	62,000.00	\$ 62,300.00
Social & Family Services	\$	-	
Recreational & Cultural Services	\$	28,750.00	\$ 88,400.00
Land Use Planning & Development	\$	-	
Grant expenses	\$	126,290.00	\$ 177,200.00
Reserve Expenses	\$	30,000.00	
<b>TOTAL</b>	<b>\$</b>	<b>921,390.00</b>	<b>\$ 1,185,090.00</b>
Transfers to Reserves			\$20,000.00
Capital Budget	\$	-	
<b>TOTAL</b>	<b>\$</b>	<b>-</b>	<b>\$20,000.00</b>
<b>Grand Total</b>	<b>\$</b>	<b>921,390.00</b>	<b>\$ 1,205,090.00</b>
<b>Revenues</b>			
Previous year Operating Surplus			\$ 195,000.00
Grants	\$	243,410.00	\$ 324,260.00
Revenues	\$	44,480.00	\$ 235,400.00
<b>Grand Total</b>	<b>\$</b>	<b>287,890.00</b>	<b>\$ 754,660.00</b>
<b>DIFFERENCE</b>	<b>\$</b>	<b>633,500.00</b>	<b>\$ 450,430.00</b>
Transfer from Reserves	\$	30,000.00	
Taxation and PIL	\$	603,500.00	

### HOW DOES THIS AFFECT PROPERTY TAXES?

Property taxes are calculated based on established tax rates, which are calculated by the amount of money needed as determined in the budget divided by the total assessed value of properties in the municipality. Tax ratios may be applied to offset assessment reductions in a given tax class so that properties in that tax class continue to pay the same share of the assessment.

The graph below depicts the change in tax rates from 2019 to 2022 for the residential and the pipeline property classes.



The table below shows the amount of municipal tax that a residential property owner would have or will pay based on \$100,000 dollars of assessment and the established tax rates for 2018 – 2022. **The residential lower tier 2022 rate is an approximate 0.2% decrease over 2021 rates.**

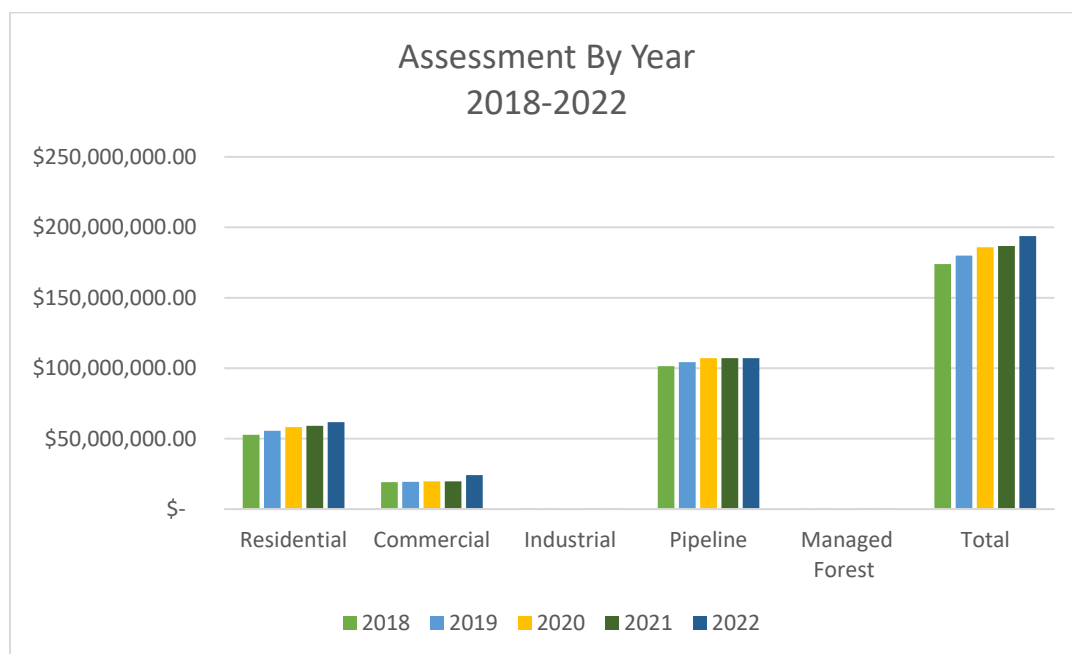
Year	Residential Tax Rates	Payment based on \$100,000 Assessment
2018	0.00247867	\$247.87
2019	0.00239715	\$239.72
2020	0.00239684	\$239.68
2021	0.00208693	\$208.69
2022	0.00208325	\$208.33

### ASSESSMENT CHANGES

The following table summarizes property assessment by property class over a five-year period.

Year	Residential	Commercial	Industrial	Pipeline	Managed Forest	Total
2018	\$ 52,770,858	\$ 19,075,050	\$ 380,007	\$ 101,474,500	\$ 232,600	\$ 173,933,015
2019	\$ 55,562,734	\$ 19,389,257	\$ 372,725	\$ 104,329,250	\$ 282,800	\$ 179,936,766
2020	\$ 58,240,700	\$ 19,698,200	\$ 372,900	\$ 107,184,000	\$ 333,000	\$ 185,828,800
2021	\$ 59,123,200	\$ 19,699,400	\$ 372,900	\$ 107,184,000	\$ 333,000	\$ 186,712,500
2022	\$ 61,721,700	\$ 24,146,400	\$ 372,900	\$ 107,184,000	\$ 333,000	\$ 193,758,000

**NOTE:** Pipeline Assessment is significant; representing 55% of the overall property type in the Municipality.



Total assessed values increased by \$7,045,500.00 from 2021 to 2022.

## Breakdown of Budgeted Revenue

Revenue	Budget 2021	Projected 2022
PIL	\$ 603,500.00	\$ 176,320.00
General Government	\$ 26,630.00	\$ 40,000.00
Fees & Permits	\$ 2,150.00	\$ 2,080.00
Recycling	\$ 12,200.00	\$ 13,500.00
Helipad	\$ 3,500.00	\$ 3,500.00
Parks & Recreation	\$ -	\$ -
<b>Totals:</b>	<b>\$ 647,980.00</b>	<b>\$ 235,400.00</b>

	Budget 2021	Projected 2022
<b>Grants</b>		
OCIF	\$ 50,000.00	\$ 100,000.00
OMPF	\$ 60,600.00	\$ 59,700.00
Gas Tax	\$ 7,520.00	\$ 7,860.00
Seniors Program	\$ -	\$ 11,170.00
Modernization	\$ -	\$ 14,270.00
Canada Summer Jobs	\$ 2,990.00	\$ 4,200.00
AgriSpirit Gift	\$ 1,300.00	
COVID Related	\$ 121,000.00	
Special (ICIP)	\$ -	\$ 127,060.00
<b>Totals:</b>	<b>\$ 243,410.00</b>	<b>\$ 324,260.00</b>
	<b>\$ 891,390.00</b>	<b>\$ 559,660.00</b>

## Analysis of Expense Categories

### General Government

Refers to the following expenses:

- Employee wages, taxes, benefits, and related expenses. This amount is not broken down by department in accordance with privacy protection provisions of the *Municipal Freedom of Information and Privacy Protection* legislation.
- Council expenses include the established honorarium as per the Remuneration Bylaw, mileage, resource material and an allowance for Integrity Commissioner Advice and/or legal opinions.
- General administration expenses include:
  - Audit Costs

- Communication, Computer Software and Hardware, and Internet Costs
- Legal Expenses
- Insurance
- Building Operating and Maintenance Costs

	Budget 2021	Proposed 2022
General Government		
Payroll & Payroll Expenses	\$ 299,970.00	\$ 329,100.00
Council Expenses	\$ 45,300.00	\$ 47,000.00
General Administration	\$ 96,600.00	\$ 96,700.00
	<b>\$ 441,870.00</b>	<b>\$ 472,800.00</b>

#### Health and Protection Services

Legislation requires municipalities to provide specific services related to public and personal safety. These include:

- Fire Prevention - includes cost for annual fire agreement with the Ministry of Natural Resources and Forestry, smoke alarm and other fire safety programs.
- Policing - contracted to the Ontario Provincial Police.
- Emergency Management – annual training and education to meet compliance requirements under the Office of the Fire Marshall and Emergency Management.
- Compliance with the Building Code which requires municipalities appoint a Chief Building Official who has the responsibility to enforce the *Building Code* and other property related Bylaws established by the Municipality.
- Physician Recruitment – contributions made in partnership with neighbouring municipalities.
- Helipad – snow removal and maintenance as per contract with ORNGE.

	Budget 2021	Proposed 2022
Protection & Health Services		
CBO	\$ 1,350.00	\$ 1,050.00
Emergency Management	\$ 750.00	\$ 600.00
Fires Services	\$ 11,840.00	\$ 12,150.00
Policing	\$ 86,440.00	\$ 86,420.00
Physician Recruitment	\$ 1,700.00	\$ 1,700.00
Helipad	\$ 2,500.00	\$ 2,500.00
Health and Safety	\$ 150.00	\$ 150.00
	<b>\$ 104,730.00</b>	<b>\$ 104,570.00</b>

### Transportation and Environmental Services

Transportation services refers to summer and winter road maintenance along with capital projects. Larger expense items included in the proposed 2022 budget include:

\$16,670 to replace culvert located on Mackey Creek Road (transfer to reserves);

\$10,000 to purchase gravel;

\$4,000 to replace guard rails on Harvey Creek Road;

\$40,000 for hard topping Pine Valley Road;

\$6,000 to close the western entrance of Dunlop Crescent; and

\$96,000 for streetlight installations.

Environmental services include landfill capital and operating costs, garbage collection and recycling program costs. \$3330 will be transferred to reserves for well replacements required at the Bissett Creek landfill.

	Budget 2021	Proposed 2022
Transportation & Environmental Services		
Transportation	\$ 127,750.00	\$ 183,820.00
Environmental Services	\$ 62,000.00	\$ 62,300.00
Special Projects	\$ -	\$ 96,000.00
	<b>\$ 189,750.00</b>	<b>\$ 342,120.00</b>

*\* "Special Projects" is included under "Transportation" under Expenses on Page 1*

### Recreational and Cultural Services

This portion of the budget reflects the costs of operating/managing the following which has been partly established by the Recreation Committee:

- Recreation Activities (which includes the operation of the bar etc.)
- The Municipal Hall Operation and Maintenance
- Boat Launch & Playground Maintenance (includes grass cutting and dock removal)

Due to the impact of COVID-19 no recreational activities have been planned for 2022, unless Council decides otherwise.

Larger projects included in the budget for 2022 includes:

\$5,000 to replace steps at Old Mackey Park;

\$15,000 to extend break wall at the Stonecliffe Boat Launch;

\$29,350 to install playground and complete landscaping at LaCroix Park; and

\$19,000 to replace dock at LaCroix Park.

	Budget 2021	Proposed 2022
Recreation & Cultural Services		
Recreation Committee	\$ -	\$ -
Parks and Recreation Hall	\$ 15,750.00	\$ 18,550.00
Grounds Maintenance	\$ 13,000.00	\$ 1,500.00
Special Projects	\$ -	\$ 68,350.00
	<b>\$ 28,750.00</b>	<b>\$ 88,400.00</b>

### Grant Expenses

Grant expenses are detailed below and are offset by the revenues received, with the exception of the Canada Summer Jobs Program as it is a 50% cost share program.

	<b>Budget 2021</b>	<b>Projected 2022</b>
<b>Grants</b>		
ICIP		\$ 127,060.00
Seniors Program		\$ 11,170.00
Modernization		\$ 14,270.00
Canada Summer Jobs	\$ 3,990.00	\$ 8,400.00
AgriSpirit Gift	\$ 1,300.00	
COVID Related	\$ 121,000.00	\$ 16,300.00
<b>Totals:</b>	<b>\$ 126,290.00</b>	<b>\$ 177,200.00</b>

### Library

It is important to note that Library Services have not been included in this portion of the budget. The Library Board is obligated to prepare a budget for consideration by the Municipality who may choose what, if any financial or in-kind support they will allocate. The Municipality has not made a direct financial contribution to the Library Board and has opted to provide services in lieu of providing funding. These services include wages, the physical space where the library is located, insurance, financial management and other services as have been required.

### Land Use Planning Services

The Municipality relies on the County for these services. From time to time legal advice is needed for land use planning matters and has not been allocated to this service but has been included in General Government.

### 2021 Actuals

As mentioned at the beginning of this report, Council and Staff have expressed a goal of passing the budget as early in the year as possible. However, the municipal audited statements will not be available until the Auditor has completed the review and reconciliation of accounts. However, it is anticipated that there will be a surplus to carry over into 2022.

### COVID-19 Impact

At this time, the financial impact of COVID-19 on the United Townships of Head, Clara & Maria continue to be relatively minimal. Budget lines have been adjusted to reflect anticipated loss income to sales, hall rentals, etc. We do not report that there was any variance in taxes paid compared to 2021.