

**SPECIAL COMMITTEE OF THE WHOLE  
Town Hall – Council Chambers & Facebook Live  
Monday, June 30<sup>th</sup>, 2025, at 6:00pm**



**AGENDA:**

**1. CALL TO ORDER**

**2. APPROVAL OF THE AGENDA**

**3. PRESENTATION**

- 3.1 Overview of the 2025-2026 Draft Operating and Capital Budgets – CAO
- 3.2 Discussion of Potential Cost Reductions
- 3.3 Budget Deliberations
- 3.4 Direction to Staff on Budget Changes for Version 2

**4. ADJOURNMENT**

# 2025/26 OPERATING & CAPITAL BUDGETS

Version 1



# Table of Contents

1

- Budget Process

2

- Budget Highlights

3

- 2025/26 Town General Budget

4

- 2025/26 Water Utility Operating Budget

5

- 2025/26 Capital Budget

6

- 5-Year Capital Plan

7

- Capital Project Sheets

8

- Reserve Activities and Budget Discussion



# Section 1

## Budget Process

# Budget Process

Jun 20  
2025

- Management Meeting: Review Operating and Capital Budgets

Jun 30  
2025

- Special COTW: Review Version 1 Draft Operating and Capital Budgets

Jul 3  
2025

- Special COTW: Review Version 2 Draft Operating and Capital Budgets

Jul 7  
2025

- COTW: Public Input and Information Session on Draft Budgets (6pm)

Jul 7  
2025

- COTW: Review Version 3 Draft Operating and Capital Budgets

Jul 14  
2025

- Council: Approve Version 4 Draft Operating and Capital Budgets

# Strategic Plan 2025-2028

## Council's Strategic Initiatives

1. Perform an assessment of policing services within the Town of Middleton
2. Explore the construction of a multi-faceted facility for municipal services
3. Create a plan for replacing road and sidewalk infrastructure in priority areas
4. Create a plan for upgrading water infrastructure in priority areas
5. Finish the new reservoir including the decommissioning of the old reservoir
6. Create a growth plan that promotes housing and population growth, as well as economic development
7. Create a communications strategy that enhances public communication and transparency
8. Increase recreational programming and social events to the public

# Strategic Priority Areas

## Strategic Priority Areas

Strategic priority areas are the initiatives that an organization focuses on to achieve its goals over a set period. They are the core values that the Town wants to accomplish. Council created the below strategic priority areas for the previous strategic plan. These strategic priority areas were reviewed and determined to still be relevant. No changes have been made.

### *Strategic Priority Areas*



Environment



Infrastructure



Economy



Community



Governance

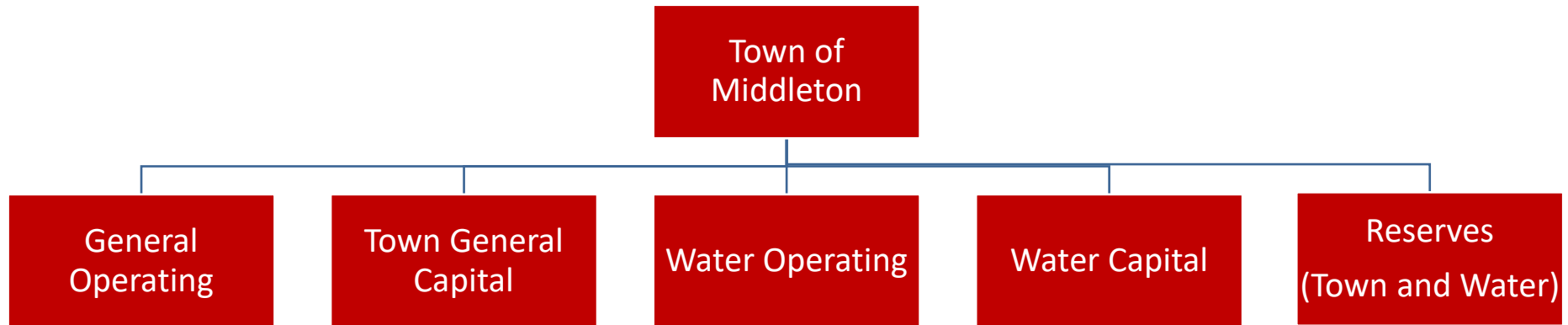
# Guiding Principles for Decision Making

Strategic planning guiding principles are a set of broad, overarching statements that direct the Town’s decision-making process during strategic planning, ensuring alignment with its vision. Guiding principles typically focus on key aspects like customer focus, innovation, ethical conduct, and continuous improvement; they act as a compass to guide the Town’s strategic direction.

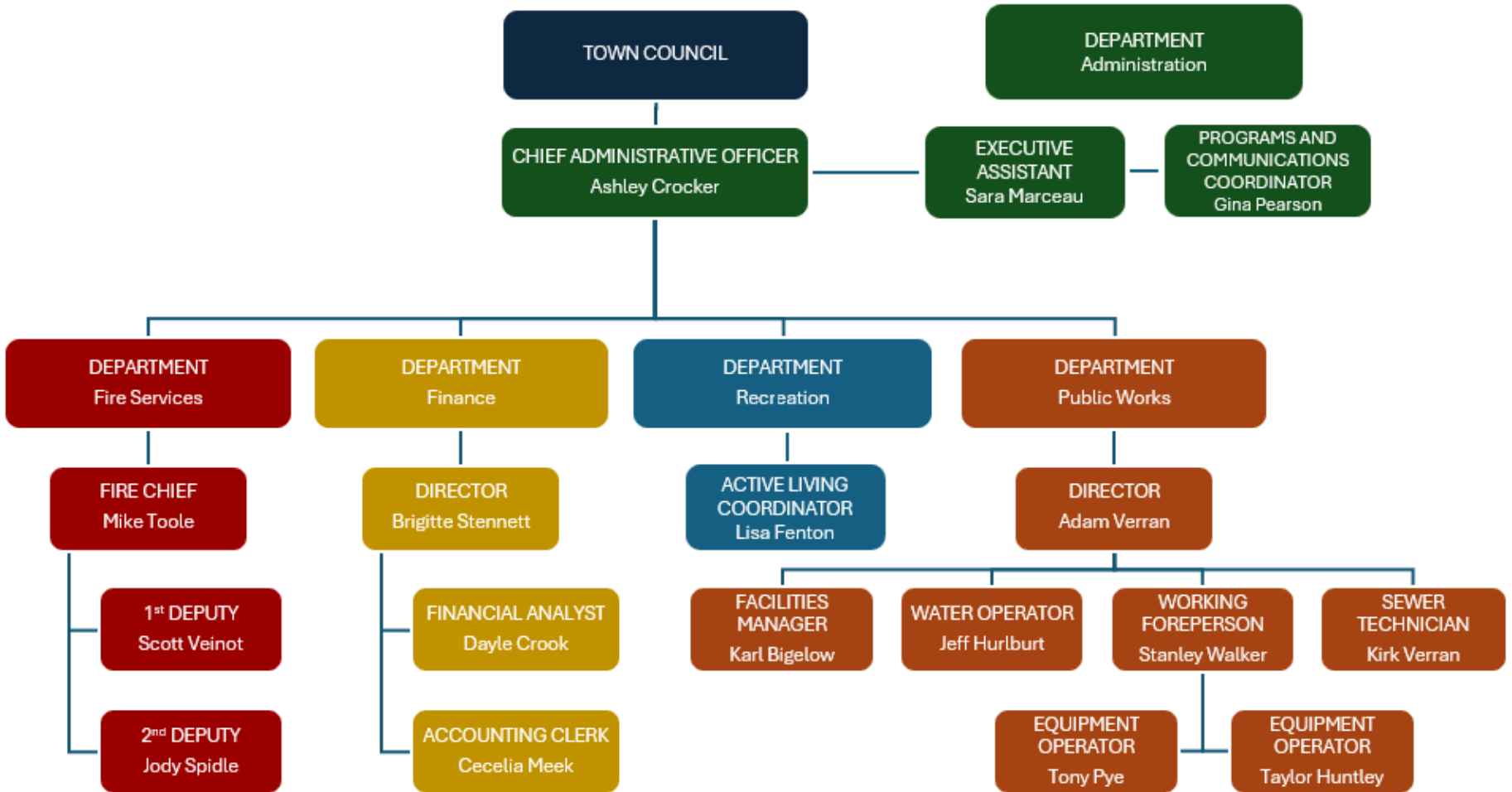
Council created the below guiding principles for the previous strategic plan. These guiding principles were reviewed and determined to still be relevant. No changes have been made.

|                       |  |
|-----------------------|--|
| <b>Transparency</b>   | We commit to ensure decisions are made openly and publicly and access to information is easily accessible.   |
| <b>Accountability</b> | We commit to ensuring a trusting relationship with the public and the responsibility for the decisions of Council and their impact.                              |
| <b>Diversity</b>      | We commit to embracing diversity and inclusion, and treating everyone with courtesy, equity and fairness.  |
| <b>Sustainability</b> | We commit to making decisions that meet the needs of our community, while also being mindful of future needs and opportunities and ensuring long-term viability. |
| <b>Engaged</b>        | We commit to inform, consult, involve, collaborate and/or empower our residents on decisions and the decision-making process.                                    |
| <b>Informed</b>       | We commit to seeking out complete information in order to make appropriate and evidence-based decisions.   |

# Municipal Funds



# Organizational Chart



# Fiscal and Accounting Framework

- *Municipal Government Act:*
  - Requires that we have a balanced budget
  - Any prior year deficits must be funded in current year
  - Requires Council approval to use reserve funds
  - Requires proceeds of disposition of capital assets be used to purchase new capital assets, or placed in capital reserves
- *Utility and Review Board (UARB) Public Utilities Act:*
  - Requires that depreciation be funded from the water rate
  - Requires that all capital projects over \$250k be approved
  - Requires approval to use the Depreciation Reserve Fund

# Section 2

## Budget Highlights

# Budget Assumptions/Highlights

- Actual increase for RCMP contract (\$185K)
- Actual increase to education contribution (\$85K)
- New partner of Kings Transit Authority (\$42K)
- 3.5% increase for non-union, no increase for Council
- 3.5% increase for union per new Collective Agreement
- 13 total staff
- No use of prior year surplus in Version 1
- No \$50K transfer to Sewer Reserve
- Deficit position to be discussed with Council

# Budget Pressures

- Mandatory payments are non-discretionary expenses, which total \$2.06M or 41% of total Town General expenses
- ½ new RCMP officer plus the annual increase put expenses up by \$185K
- Debt on new backhoe is added to the budget this year
- Valley Waste and Kings Transit agreements increased
- \$60K less from the County of Annapolis for recreation
- Education increase
- Unable to support new grant requests or transfer to sewer reserve
- Still in deficit position of (\$240K)

# Staffing

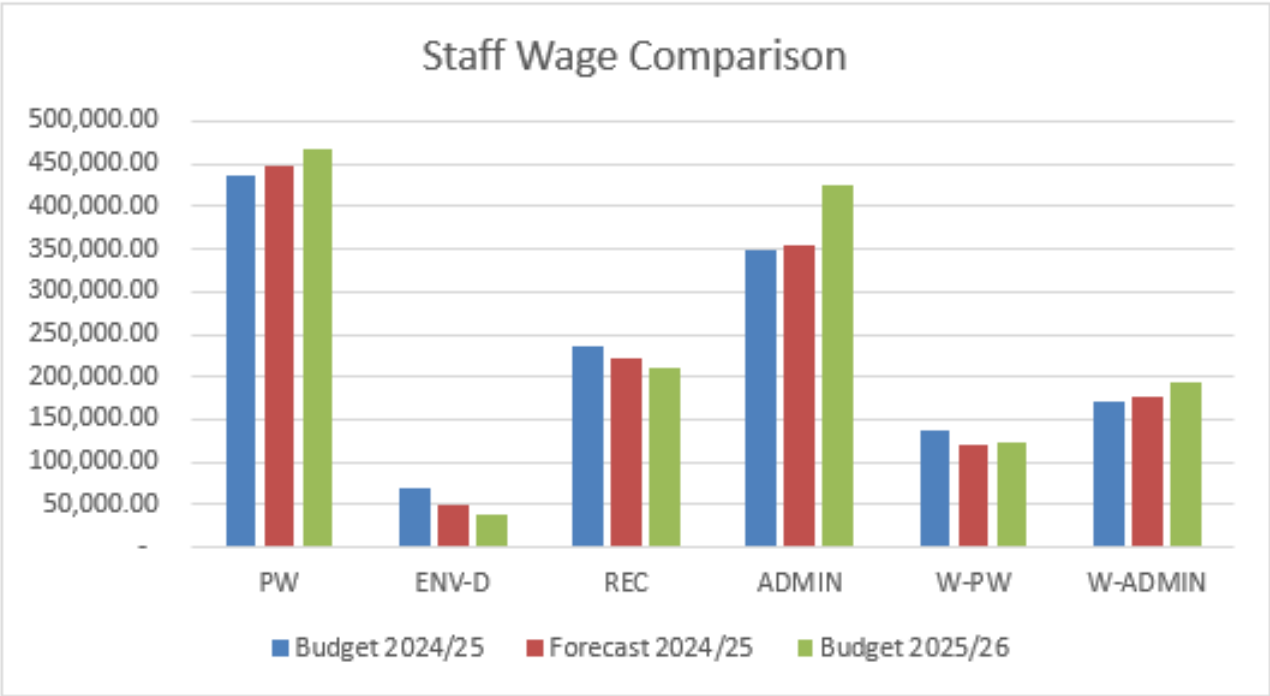
- Staffing breakdown:
  - 13 Full-time positions
  - 2 Seasonal positions
  - Seasonal/Contract positions vary depending on programming
  - 10 Summer students
  - Contract staff in finance helping to catch up workload

# Staffing Salary Comparison

|                 | 2025/26<br>Budget   | 2024/25<br>Budget   | 2024/25<br>Forecast |
|-----------------|---------------------|---------------------|---------------------|
| Town General    | \$ 1,141,851        | \$ 1,089,933        | \$ 1,075,320        |
| Water Operating | \$ 316,331          | \$ 308,499          | \$ 295,809          |
| <b>Total</b>    | <b>\$ 1,458,182</b> | <b>\$ 1,398,432</b> | <b>\$ 1,371,129</b> |

- Increase of 6% from 2024/25 Forecast and 4% from 2024/25 Budget:
  - 3.5% increase for union employees (as per the union contract)
  - 3.5% increase for non-union
  - No increase to Councillor honorariums
  - 2024/25 budget had vacant staff positions during the year
- Costs are split with the Water Utility in the following manner:
  - Public Works salaries and wages are allocated per time spent
  - Public Works benefits are split 70/30
  - Administration salaries are split 70/30

# Staffing

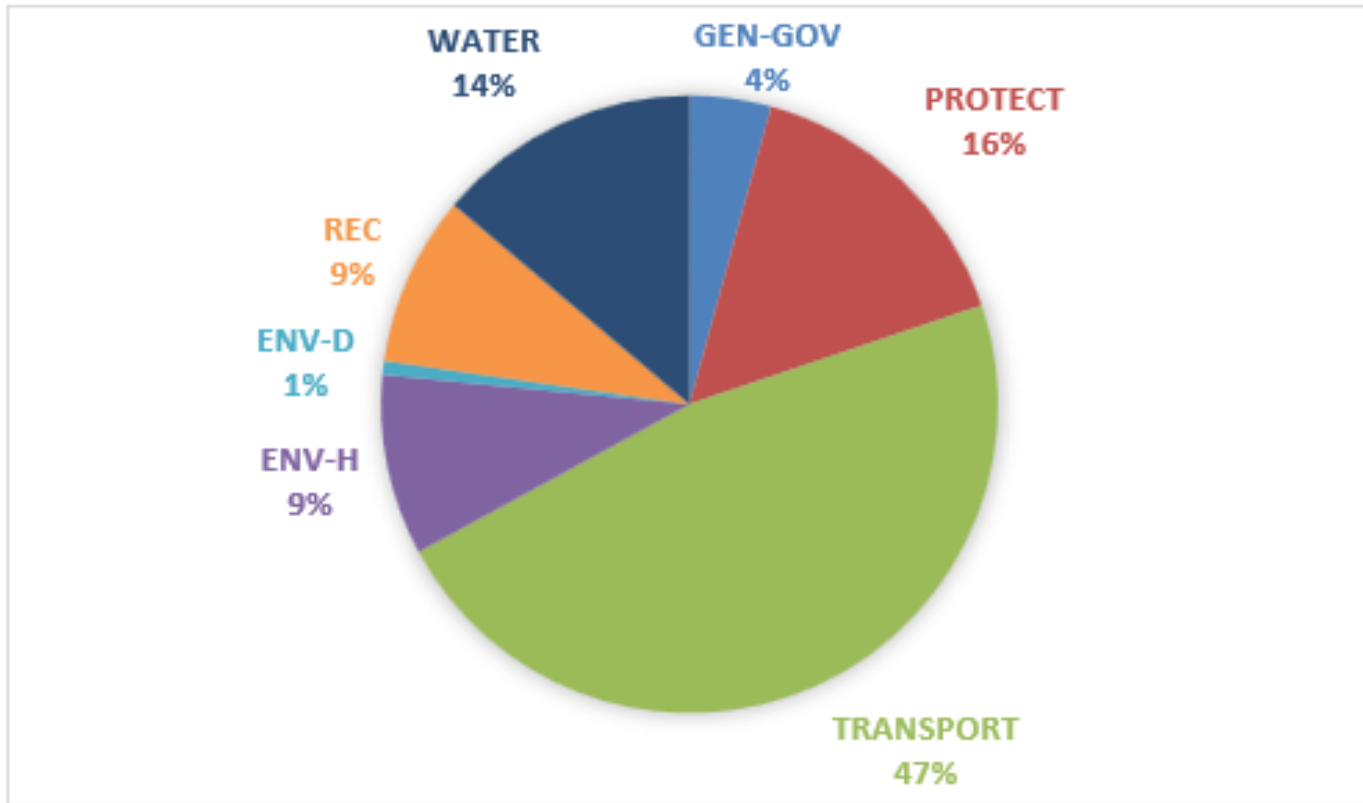


# Insurance

|                 | 2025/26 Budget     | 2023/24 Budget     | Variance          |
|-----------------|--------------------|--------------------|-------------------|
| Town General    | \$83,331.97        | \$74,330.36        | \$9,001.61        |
| Water Operating | \$13,373.94        | \$13,210.24        | \$163.70          |
| <b>Total</b>    | <b>\$96,705.91</b> | <b>\$87,540.60</b> | <b>\$9,165.31</b> |

- Overall increase of 10.5% (last year was 11.8% increase)
  - Continue to be in a “hard market” which means stricter underwriting guidelines, increase in deductibles and increases in premiums
  - Staff took insurance to RFP with the Town of Annapolis Royal and County of Annapolis, but it was not beneficial to combine insurance programs. Only one company responded which was Brokerlink, our current provider.
- Cost allocated based on the property and contents of each department

# Insurance Breakdown



# Audit Fees

|                 | 2025/26 Budget     | 2024/25 Budget     | Variance          |
|-----------------|--------------------|--------------------|-------------------|
| Town General    | \$20,972.00        | \$19,848.50        | \$1,123.50        |
| Water Operating | \$8,988.00         | \$8,506.50         | \$481.50          |
| <b>Total</b>    | <b>\$29,960.00</b> | <b>\$28,355.00</b> | <b>\$1,605.00</b> |

- BDO Canada is the Town's current audit firm
  - Audit Services were RFP'd in December 2022 for a 3-year term
  - National firm and increased labour costs have increased the cost of audit services for the Town
- We are currently in Year 3
- Cost split 70/30 between Town General and Water Operating



# Section 3

## 2025/26 Town General Operating Budget

# Town General Operating Budget

| General Operating Fund Budget Overview         |                  |                  |                  |            |                  |                  |
|--|------------------|------------------|------------------|------------|------------------|------------------|
|  | 2025/26          | 2024/25          |                  |            | 2024/25          | 2023/24          |
|  | Budget           | Budget           | Change \$        | Change %   | Forecast         | Actuals          |
| <b>REVENUES</b>                                |                  |                  |                  |            |                  |                  |
| Assessable property taxes                      | 4,050,242        | 3,850,314        | 199,928          | 5%         | 3,807,413        | 3,617,460        |
| Grants in lieu of taxes                        | 152,230          | 157,277          | (5,047)          | -3%        | 158,277          | 154,417          |
| Services provided to other governments         | 96,824           | 205,977          | (109,153)        | -53%       | 200,869          | 119,379          |
| Sales of services                              | 62,052           | 25,200           | 36,852           | 146%       | 29,554           | 127,678          |
| Other revenue from own sources                 | 96,567           | 80,771           | 15,796           | 20%        | 111,915          | 148,049          |
| Unconditional transfers from other governments | 338,964          | 288,981          | 49,983           | 17%        | 288,947          | 338,952          |
| Conditional transfers                          | 214,563          | 52,014           | 162,550          | 313%       | 56,567           | 95,932           |
| <b>TOTAL REVENUE</b>                           | <b>5,011,443</b> | <b>4,660,533</b> | <b>350,909</b>   | <b>8%</b>  | <b>4,653,541</b> | <b>4,601,866</b> |
| <b>EXPENSES</b>                                |                  |                  |                  |            |                  |                  |
| General government services                    | 678,845          | 596,056          | 82,789           | 14%        | 605,111          | 624,895          |
| Protective services                            | 1,723,634        | 1,506,323        | 217,311          | 14%        | 1,480,587        | 1,287,745        |
| Transportation services                        | 926,494          | 769,082          | 157,411          | 20%        | 764,586          | 810,771          |
| Environmental health services                  | 455,052          | 417,303          | 37,749           | 9%         | 377,513          | 333,734          |
| Public health services                         | -                | -                | -                | 0%         | -                | 116,110          |
| Environmental development services             | 267,491          | 230,491          | 37,000           | 16%        | 214,098          | 289,529          |
| Recreation and cultural services               | 419,441          | 409,901          | 9,540            | 2%         | 378,194          | 395,495          |
| Mandatory education contributions              | 498,736          | 413,508          | 85,228           | 21%        | 460,369          | 413,508          |
| Interest (MFC)                                 | 42,823           | 43,187           | (364)            | -1%        | 41,797           | 41,095           |
| Interest (Inter-fund)                          | 1,755            | 2,763            | (1,008)          | -36%       | 2,763            | 4,334            |
| <b>TOTAL EXPENSES</b>                          | <b>5,014,270</b> | <b>4,388,614</b> | <b>625,656</b>   | <b>14%</b> | <b>4,325,017</b> | <b>4,317,218</b> |
| <b>ANNUAL SURPLUS / (DEFICIT)</b>              | <b>(2,827)</b>   | <b>271,920</b>   |                  |            | <b>328,525</b>   | <b>284,648</b>   |
| <b>FINANCING AND TRANSFERS</b>                 |                  |                  |                  |            |                  |                  |
| Principal repayments (MFC)                     | 207,370          | 183,673          | 23,697           | 13%        | 183,673          | 225,573          |
| Principal repayments (Inter-fund)              | 29,010           | 36,899           | (7,889)          | -21%       | 36,899           | 54,104           |
| Transfer to Sewer Reserve                      | -                | 50,000           | (50,000)         | -100%      | 50,000           | 50,000           |
| Transfer from Operating Reserve                | -                | -                | -                | 0%         | -                | -                |
| Use of prior year surplus                      | -                | -                | -                | 0%         | -                | (45,029)         |
| <b>TOTAL AFTER TRANSFERS</b>                   | <b>(239,207)</b> | <b>1,348</b>     | <b>(240,555)</b> |            | <b>57,953</b>    | <b>0</b>         |

# Town General Operating Budget

## Town General Variances

|   | 2025-2026<br>Budget | 2024-2025<br>Budget | Variance         | Variance Analysis  |
|---|---------------------|---------------------|------------------|--|
| <b>REVENUES</b>   |                     |                     |                  |  |
| Assessable property taxes   | 4,050,242           | 3,850,314           | 199,928          | Increased assessments \$175K, increase to deed trsf tax \$15K, increase to sewer rates \$15K   |
| Grants in lieu of taxes   | 152,230             | 157,277             | (5,047)          | NTR  |
| Services provided to other governments                                    | 96,824              | 205,977             | (109,153)        | County provided \$60K less for recreation, removed county fire capital grant \$50K   |
| Sales of services   | 62,052              | 25,200              | 36,852           | \$25K add'l for Multi-cultural and Shad Derby, add'l \$10K day camp and March break camp revenue   |
| Other revenue from own sources  | 96,567              | 80,771              | 15,796           | \$10K add'l penalties on taxes   |
| Unconditional transfers from other governments                            | 338,964             | 288,981             | 49,983           | \$50K add'l "Town Foundation Grant" was new in 24/25   |
| Conditional transfers from federal or provincial governments or agencies: | 214,563             | 52,014              | 162,550          | FCM Climate grant \$70K, Prov NS Patch paving grant \$75K, add'l \$15K CSJ revenue for students  |
| <b>TOTAL REVENUE</b>  | <b>5,011,443</b>    | <b>4,660,533</b>    | <b>350,909</b>   |  |
| <b>EXPENSES</b>   |                     |                     |                  |  |
| General government services   | 678,845             | 596,056             | 82,789           | \$80K salaries/benefits increase - Dir of Finance now in at full year \$37K, 3.5% increase \$10K, benefits increase \$10K, partial salary for new Communications and Events Coordinator mapped here now \$35K                                    |
| Protective services   | 1,723,634           | 1,506,323           | 217,311          | \$185K RCMP increase (put new officer from last year in for the whole year \$55K, added 1/2 of a new officer for 9 months \$85K, 2025-26 per officer increase \$45K), fire department increase of \$25K, bylaw enforcement \$5K                  |
| Transportation services   | 926,494             | 769,082             | 157,411          | ((\$25K) reduction in surveying/engineering, pothole patching up \$25K, Kings Transit increase \$42K (new partner to IMSA), patch paving increased \$75K (offset by prov grant), (\$10K) savings in line painting, increase in salaries of \$30K |
| Environmental health services   | 455,052             | 417,303             | 37,749           | \$28K increase in Valley Waste contract. \$10K increase to sewer service expenses, offset by small increase in rates.  |
| Public health services  | -                   | -                   | -                | NTR  |
| Environmental development services  | 267,491             | 230,491             | 37,000           | grant)   |
| Recreation and cultural services  | 419,441             | 409,901             | 9,540            | NTR  |
| Mandatory education contributions   | 498,736             | 413,508             | 85,228           | Education up by \$85K (\$45K prior year budget error, \$40K increase over 24/25)   |
| Interest (MFC)  | 42,823              | 43,187              | (364)            | NTR  |
| Interest (Inter-fund)   | 1,755               | 2,763               | (1,008)          | NTR  |
| <b>TOTAL EXPENSES</b>   | <b>5,014,270</b>    | <b>4,388,614</b>    | <b>625,656</b>   |  |
| <b>ANNUAL SURPLUS / (DEFICIT)</b>   | <b>(2,827)</b>      | <b>271,920</b>      | <b>(274,747)</b> |  |
| <b>FINANCING AND TRANSFERS</b>  |                     |                     |                  |  |
| Principal repayments (MFC)  | 207,370             | 183,673             | 23,697           | Debt is increased for new backhoe  |
| Principal repayments (Inter-fund)   | 29,010              | 36,899              | (7,889)          | Debt is increased for new backhoe  |
| Transfer to Reserves  | -                   | 50,000              | (50,000)         | Removed transfer to sewer reserve of \$50K   |
| Use of prior year surplus   | -                   | -                   | -                | No projection of using reserves to balance the budget in Version 1 until Council reviews   |
| <b>TOTAL AFTER TRANSFERS</b>  | <b>(239,207)</b>    | <b>1,348</b>        | <b>(240,555)</b> |  |

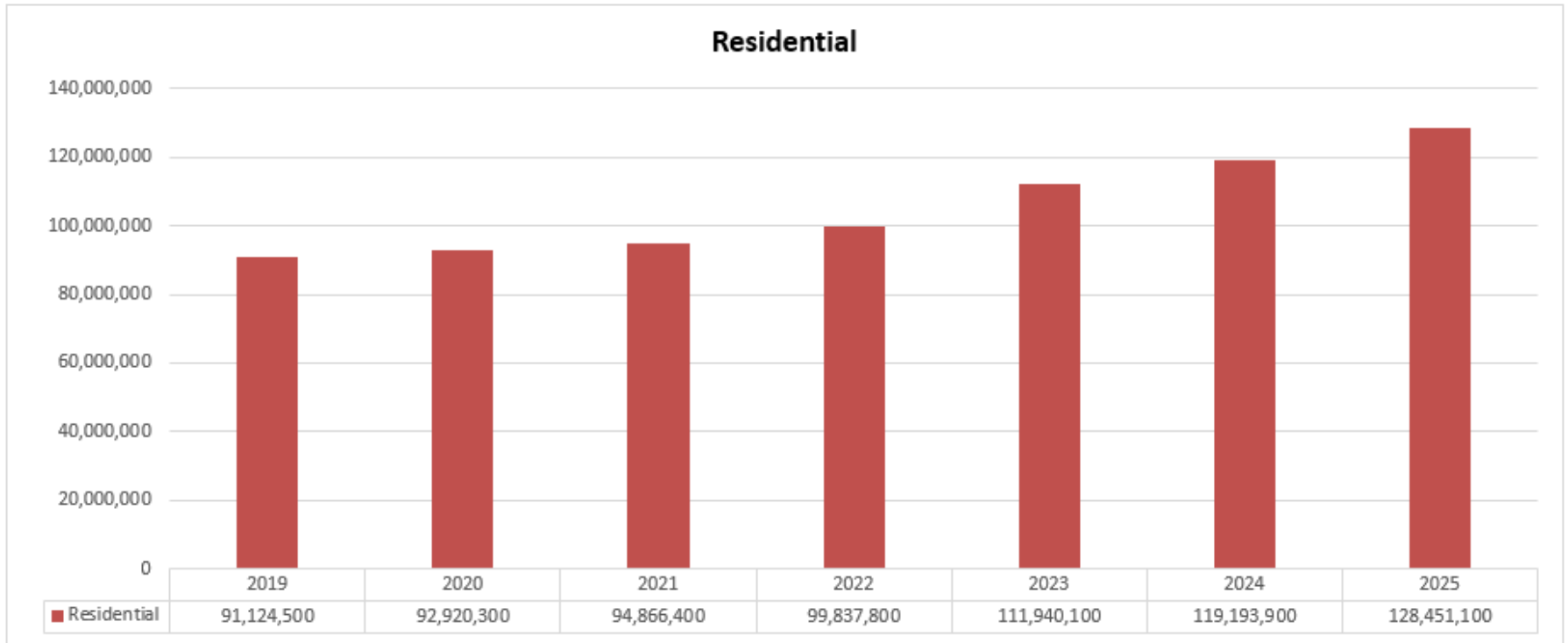
# Town General Operating Revenue

|                                     | 2025/26<br>Budget | 2024/25<br>Budget | Change \$      | Change %     | 2023/24<br>Actuals | 2024/25<br>Forecast |
|-------------------------------------|-------------------|-------------------|----------------|--------------|--------------------|---------------------|
| <b>REVENUES</b>                     |                   |                   |                |              |                    |                     |
| Assessable property taxes           | 4,050,242         | 3,850,314         | 199,928        | 5.19%        | 3,617,460          | 3,807,413           |
| Grants in lieu of taxes             | 152,230           | 157,277           | (5,047)        | -3.21%       | 154,417            | 158,277             |
| Services provided to other governme | 96,824            | 205,977           | (109,153)      | -52.99%      | 119,379            | 200,869             |
| Sales of services                   | 62,052            | 25,200            | 36,852         | 146.24%      | 127,678            | 29,554              |
| Other revenue from own sources      | 96,567            | 80,771            | 15,796         | 19.56%       | 148,049            | 111,915             |
| Unconditional transfers             | 338,964           | 288,981           | 49,983         | 17.30%       | 338,952            | 288,947             |
| Conditional transfers               | 214,563           | 52,014            | 162,550        | 312.51%      | 95,932             | 56,567              |
| <b>TOTAL REVENUE</b>                | <b>5,011,443</b>  | <b>4,660,533</b>  | <b>350,909</b> | <b>7.53%</b> | <b>4,601,866</b>   | <b>4,653,541</b>    |

# Revenue Summary

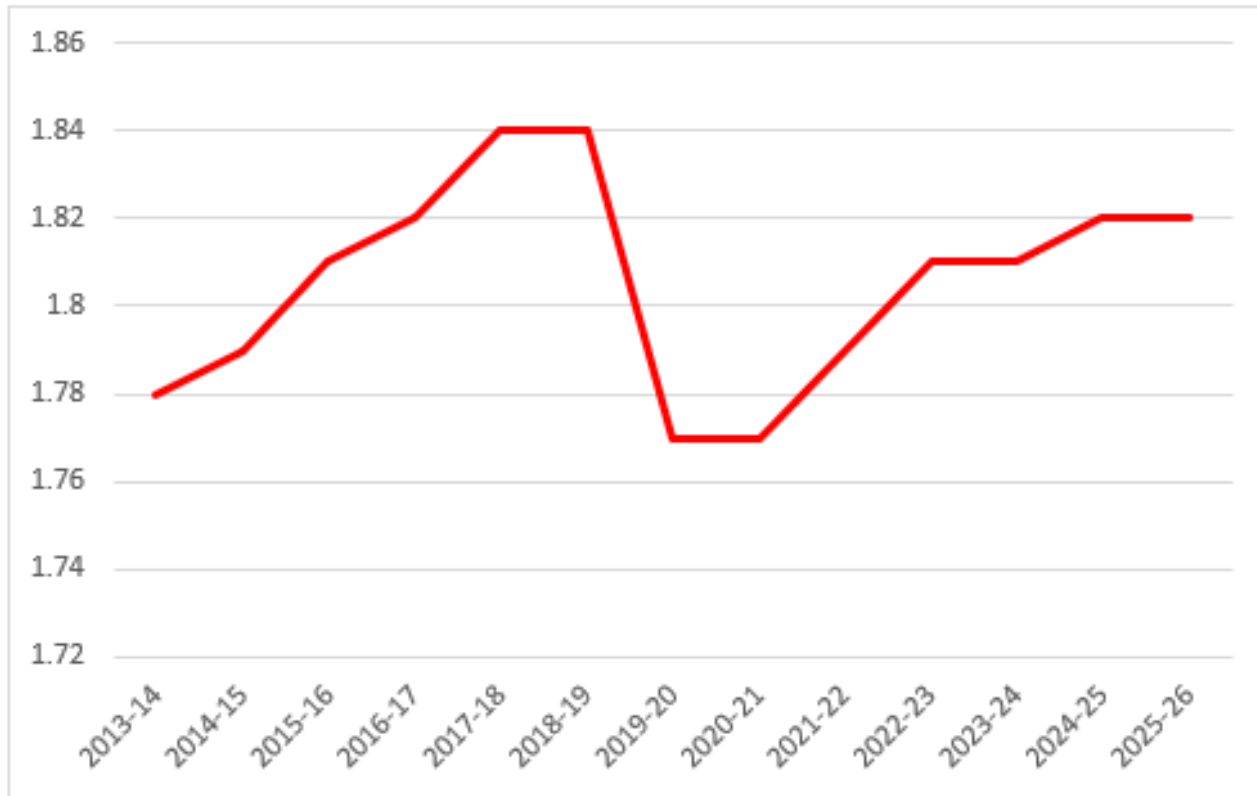
- Revenues are up 8% from 2024/25 budget
- Property Tax Revenue increased by \$199,928
- Received \$20,000 grant from County of Annapolis for Recreation (\$80,000 received in 2024-25)
- Additional funds received from Canada Summer Jobs for students (7 students compared to 2 last year)
- Removed fire capital grant (not operating revenue)
- New grants:
  - Provincial NS Paving Grant - \$75,500
  - FCM Grant for Climate Risk Assessment - \$70,000

# Residential Assessment Figures

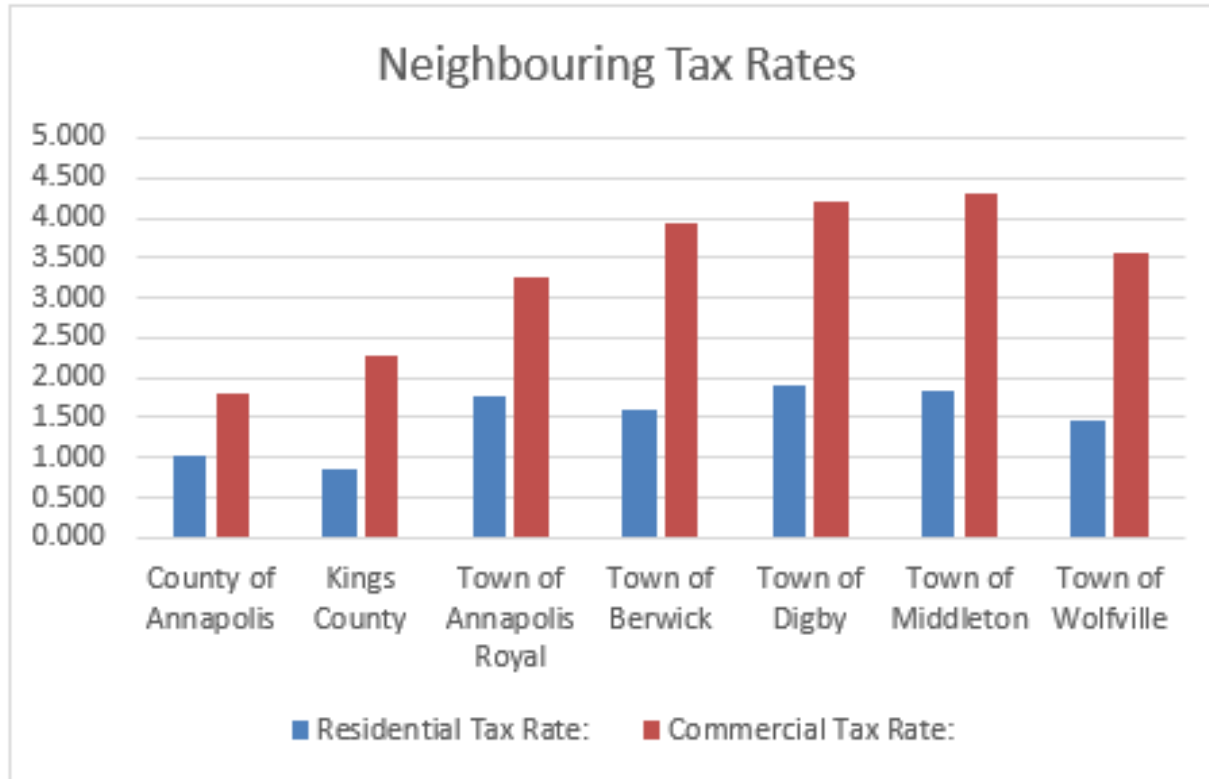


- Residential assessments represent 61.64% of overall assessment
- Residential assessments increased by 7.77% (up from 6.48% in prior year)
- Increase of over \$9.3M in assessed value

# Residential Historical Tax Rates



# Neighbouring Tax Rates



- Town of Middleton has the highest commercial rate
- Towns of Annapolis Royal, Berwick and Digby all increased taxes by 5-6 cents in 2025-2026

# Tax Revenue Highlights

| Tax Revenue Increase | 2025/26 Budget     | 2024/25 Budget     | Variance         |
|----------------------|--------------------|--------------------|------------------|
| Residential          | \$2,335,990        | \$2,168,464        | \$167,526        |
| Commercial           | 716,629            | 725,612            | (8,983)          |
| <b>Total</b>         | <b>\$3,052,619</b> | <b>\$2,894,077</b> | <b>\$158,543</b> |

Version 1 budget does not include a tax rate increase.

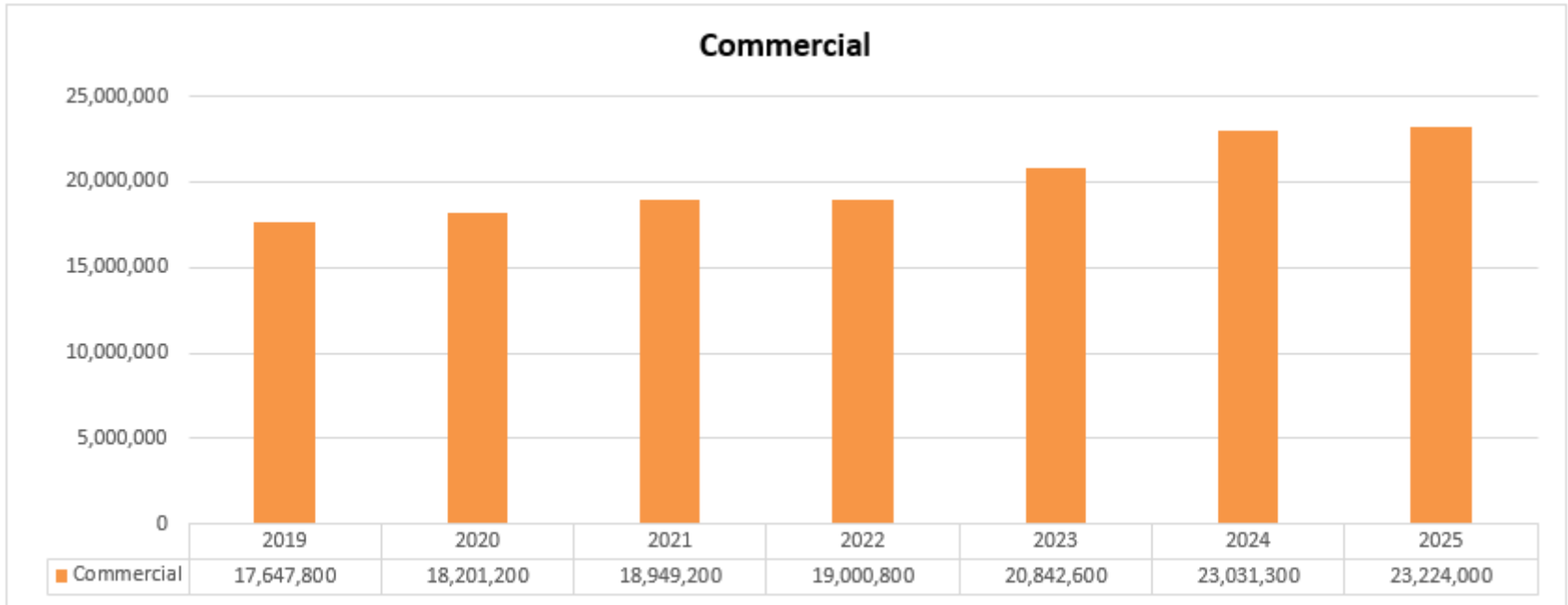
1 cent =  
\$15,000

Residential 1 cent = \$12,955  
Commercial 1 cent = \$1,974

# Residential Tax Effort

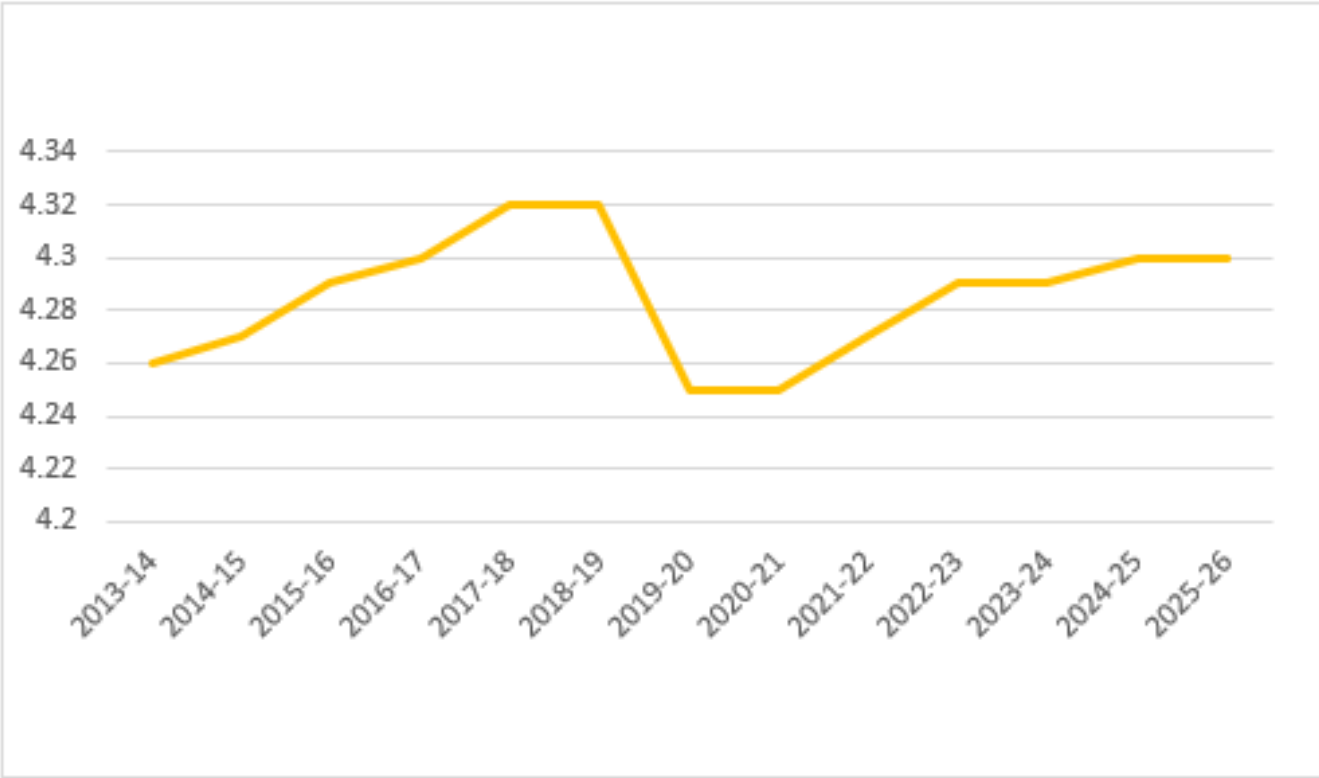
- Calculation: 
$$\frac{\text{Total residential tax revenue per dwelling unit}}{\text{Median household income}}$$
- 2025/26 budgeted residential tax effort: 5.6%
- 2024/25 forecasted residential tax effort: 4.8%
- 2023/24 submitted residential tax effort: 4.7%
- 2022/23 submitted residential tax effort: 4.6%
- 2021/22 residential tax effort: 4.2%
- 2020/21 residential tax effort: 5.1%
- Risk Thresholds:
  - Low: Less than 4%
  - Moderate: 4% to 6%
  - High: Greater than 6%

# Commercial Assessment Figures



- Commercial assessments represent 11.14% of overall assessment
- Commercial assessments increased by 0.84% (down from 10.5% in prior year)
- Increase of over \$192K in assessed value

# Commercial Historical Tax Rates



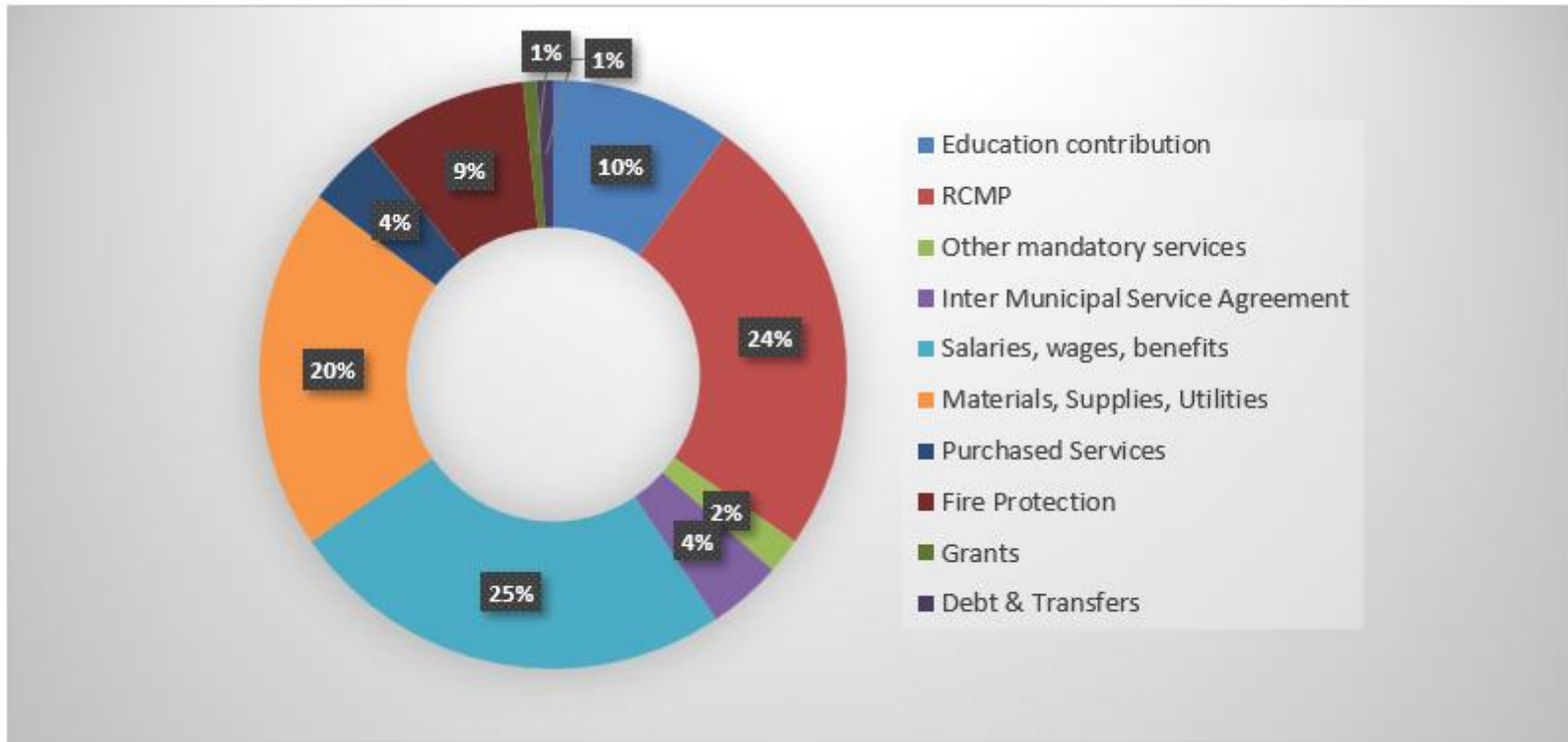
# Tax Rate Summary

| Description                   | Notes                   | 2025/26 Rate | 2024/25 Rate |
|-------------------------------|-------------------------|--------------|--------------|
| Residential                   | Per \$100 of assessment | 1.82         | 1.82         |
| Commercial                    | Per \$100 of assessment | 4.30         | 4.30         |
| Farm Acreage                  | Per acre                | 3.14         | 3.14         |
| Forest Taxable (under 50,000) | Per acre                | 0.25         | 0.25         |
| Seasonal Tourist              | Per \$100 of assessment | 3.23         | 3.23         |
| Fire Protection               | Per \$100 of assessment | 0.13         | 0.13         |
| Sewer Rate (taxable)          | Per \$100 of assessment | 0.13         | 0.13         |
| Sewer Rate (tax-exempt)       | Per 1 cubic meter       | 0.917        | 0.901        |
| Sewer Rate (flat rate)        | Flat fee                | \$250        | \$250        |

# Expenditure Summary

|                                     | 2025/26<br>Budget | 2024/25<br>Budget | Change \$      | Change %      | 2023/24<br>Actuals | 2024/25<br>Forecast |
|-------------------------------------|-------------------|-------------------|----------------|---------------|--------------------|---------------------|
| <b>EXPENSES</b>                     |                   |                   |                |               |                    |                     |
| General government services         | 678,845           | 596,056           | 82,789         | 13.89%        | 624,895            | 605,111             |
| Protective services                 | 1,723,634         | 1,506,323         | 217,311        | 14.43%        | 1,287,745          | 1,480,587           |
| Transportation services             | 926,494           | 769,082           | 157,411        | 20.47%        | 810,771            | 764,586             |
| Environmental health services       | 455,052           | 417,303           | 37,749         | 9.05%         | 333,734            | 377,513             |
| Public health services              | -                 | -                 | -              | 0.00%         | 116,110            | -                   |
| Environmental development services: | 267,491           | 230,491           | 37,000         | 16.05%        | 289,529            | 214,098             |
| Recreation and cultural services    | 419,441           | 409,901           | 9,540          | 2.33%         | 395,495            | 378,194             |
| Mandatory education contributions   | 498,736           | 413,508           | 85,228         | 20.61%        | 413,508            | 460,369             |
| <b>TOTAL EXPENSES</b>               | <b>5,014,270</b>  | <b>4,388,614</b>  | <b>625,656</b> | <b>14.26%</b> | <b>4,317,218</b>   | <b>4,325,017</b>    |

# Expenditures by Nature



# Breakdown of Expenses

## 2025-2026 DRAFT Operating Budget for Town General - Breakdown of Expenses

| Summary of Expenses   | Cost             | % of Expenses | Description   | Category          |
|---|------------------|---------------|---|-------------------|
| Policing Services (RCMP)  | 1,236,212        | 23.5%         | Provincial Policing Servicing Agreement                       | Non-discretionary |
| Staff Salaries  | 1,083,958        | 20.6%         | 15 staff, summer students                                     | Some discretion   |
| Education (AVRCE)   | 498,736          | 9.5%          | Mandated Service  | Non-discretionary |
| Principal and Interest on Long-term Debt  | 280,958          | 5.4%          | Loan Agreements with MFC                                      | Non-discretionary |
| Hydrant Rental  | 268,402          | 5.1%          | Offset by revenue and transferred to Water Utility            | Non-discretionary |
| Roads/Sidewalks/Storm (line painting, patching, signs, snow removal, tree removal, grav | 261,357          | 5.0%          | Mandated Service  | Some discretion   |
| Fire Department Expenses  | 200,774          | 3.8%          | Mandated Service  | Some discretion   |
| Waste/Recycling Contract (Valey Waste Resource Management)                              | 180,079          | 3.4%          | Inter-Municipal Services Agreement                            | Non-discretionary |
| Utilities (Power, Water, Oil, Fuel)   | 173,556          | 3.3%          | Based on NSP rates and fuel/oil costs                         | Non-discretionary |
| Repairs and Maintenance   | 115,864          | 2.2%          | To Town facilities and equipment                              | Some discretion   |
| Planning, GIS, and Building/Fire Inspection   | 98,846           | 1.9%          | Mandated Service / Under Contract                             | Non-discretionary |
| Rec Programs (Learn to Run, Movie Nights, Heart of Christmas, Century Ride, day camps   | 96,086           | 1.8%          | Largely offset by program revenue and grants                  | Discretionary     |
| Technical Equipment (Computer, Licenses, Software, Telephone)                           | 94,993           | 1.8%          | Most under contract/agreement or required to perform services | Some discretion   |
| Advertising and Office Supplies   | 93,973           | 1.8%          | Some ads required by MGA                                      | Discretionary     |
| Insurance   | 68,938           | 1.3%          | Required to have  | Non-discretionary |
| Public Transit  | 63,441           | 1.2%          | Kings Transit and Trans-County Transportation (contract)      | Some discretion   |
| Public Works/Facilities/Parks Tools, Supplies, Materials                                | 58,114           | 1.1%          | \$40K sewer expenses, Hippo \$5.5K, Small Tools \$10K         | Some discretion   |
| Professional Services (Audit, Legal, Surveying, Engineering)                            | 56,469           | 1.1%          | Some are under contract                                       | Non-discretionary |
| Council Salaries  | 55,971           | 1.1%          | 7 members of Council  | Some discretion   |
| Staff Training, Travel, Wellness  | 50,653           | 1.0%          | Most training is required for jobs/certifications required    | Some discretion   |
| Regional Library  | 32,525           | 0.6%          | Mandated Service  | Non-discretionary |
| Parks Maintenance   | 29,392           | 0.6%          | Maintain playground, soccer fields, lawns, all parks, etc.    | Some discretion   |
| Grants to Organizations   | 25,500           | 0.5%          | Pool, rink, museums, HOTV, MABA, etc.                         | Discretionary     |
| Assessment (Pproperty Valuation Services Corporation)                                   | 23,273           | 0.4%          | Mandated Service (assessment roll)                            | Non-discretionary |
| Tax Exemptions  | 20,709           | 0.4%          | Per legislation/policies in place                             | Some discretion   |
| Rink Water and Sewer  | 19,000           | 0.4%          | Per Agreement   | Non-discretionary |
| Bank Charges  | 17,500           | 0.3%          | Required to have bank accounts - recently reviewed fees       | Non-discretionary |
| Janitorial Expenses   | 14,944           | 0.3%          | Under contract (went out to RFP)                              | Some discretion   |
| Annapolis REMO  | 12,245           | 0.2%          | Inter-Municipal Services Agreement                            | Some discretion   |
| Valley REN  | 12,182           | 0.2%          | Inter-Municipal Services Agreement                            | Some discretion   |
| Bylaw Enforcement   | 6,000            | 0.1%          | Through County of Annapolis                                   | Discretionary     |
| 2024 Election   | -                | 0.0%          | Mandated Service  | Non-discretionary |
| <b>Total Expenses</b>   | <b>5,250,650</b> |               |   |                   |

# Mandatory Payments

- Mandatory Payments are items which the Town has no discretion over and form the single largest group of expenditures within the budget (41% of total expenses)

|                                     | 2025/26<br>Budget | 2024/25<br>Budget | Change \$      | Change %      | 2023/24<br>Actuals | 2024/25<br>Forecast |
|-------------------------------------|-------------------|-------------------|----------------|---------------|--------------------|---------------------|
| Correctional Services               | -                 | -                 | -              | 0.00%         | 22,742             | -                   |
| Inter Municipal Service Agreement * | 204,506           | 175,643           | 28,863         | 16.43%        | 149,512            | 146,926             |
| Kings Transit                       | 63,441            | 21,500            | 41,941         | 195.07%       | 20,000             | 21,500              |
| Property Valuation Services         | 23,273            | 22,818            | 454            | 1.99%         | 22,479             | 22,818              |
| RCMP & Prosecution Services         | 1,236,212         | 1,048,951         | 187,261        | 17.85%        | 836,344            | 1,036,409           |
| Regional Centre for Education       | 498,736           | 413,508           | 85,228         | 20.61%        | 413,508            | 460,369             |
| Regional Housing                    | -                 | -                 | -              | 0.00%         | 116,110            | -                   |
| Regional Library                    | 12,300            | 12,300            | -              | 0.00%         | 12,300             | 12,300              |
| Tax Exemptions                      | 20,709            | 21,851            | (1,142)        | -5.23%        | 21,760             | 21,850              |
| <b>TOTAL CONTRIBUTIONS</b>          | <b>2,059,176</b>  | <b>1,716,571</b>  | <b>342,605</b> | <b>19.96%</b> | <b>1,614,754</b>   | <b>1,722,172</b>    |

\* REMO, Valley Waste Resource Management and Valley REN

# Inter-Municipal Service Agreements

- TOTAL IMSA **\$204,506**
- Valley Region Solid Waste-Resource Authority **\$180,079**
- Valley Regional Enterprise Network **\$12,182**
- Annapolis County Regional Emergency Management Organization **\$12,245**

# Expenditure Summary

## General Government

|                                | 2025/26<br>Budget | 2024/25<br>Budget | Change \$     | Change %      | 2023/24<br>Actuals | 2024/25<br>Forecast |
|--------------------------------|-------------------|-------------------|---------------|---------------|--------------------|---------------------|
| Salaries, wages, benefits      | 425,497           | 349,504           | 75,994        | 21.74%        | 364,067            | 355,597             |
| Materials, Supplies, Utilities | 162,671           | 145,841           | 16,831        | 11.54%        | 171,612            | 144,935             |
| Purchased Services             | 46,695            | 56,042            | (9,348)       | -16.68%       | 44,978             | 59,910              |
| Other mandatory services       | 23,273            | 22,818            | 454           | 1.99%         | 22,479             | 22,818              |
| Grants                         | 20,709            | 21,851            | (1,142)       | -5.23%        | 21,760             | 21,850              |
| <b>TOTAL Expenditures</b>      | <b>678,845</b>    | <b>596,056</b>    | <b>82,789</b> | <b>13.89%</b> | <b>624,895</b>     | <b>605,111</b>      |

# Expenditure Summary

## Protective Services

|                                   | 2025/26<br>Budget | 2024/25<br>Budget | Change \$      | Change %      | 2023/24<br>Actuals | 2024/25<br>Forecast |
|-----------------------------------|-------------------|-------------------|----------------|---------------|--------------------|---------------------|
| Salaries, wages, benefits         | 4,500             | 4,500             | -              | 0.00%         | 3,600              | 4,500               |
| Materials, Supplies, Utilities    | 183,433           | 170,132           | 13,301         | 7.82%         | 138,462            | 158,822             |
| Purchased Services                | 18,842            | 13,256            | 5,586          | 42.14%        | 12,764             | 11,371              |
| Other mandatory services          | 268,402           | 257,860           | 10,542         | 4.09%         | 259,029            | 257,860             |
| Inter Municipal Service Agreement | 12,245            | 11,624            | 621            | 5.34%         | 14,805             | 11,624              |
| RCMP                              | 1,236,212         | 1,048,951         | 187,261        | 17.85%        | 859,086            | 1,036,409           |
| <b>TOTAL Expenditures</b>         | <b>1,723,634</b>  | <b>1,506,323</b>  | <b>217,311</b> | <b>14.43%</b> | <b>1,287,745</b>   | <b>1,480,587</b>    |

RCMP - \$1,235,173

Prosecution - \$1,039

Annapolis REMO - \$12,245

Bylaw Enforcement - \$6,000

Hydrant Rate - \$268,402

Fire Department - \$200,774

**TOTAL - \$1,506,323**

# Fire Department Budget

## Fire Department Budget

| Fire Department Revenue                                       | 2025-2026        | 2024-2025        | Variance      |
|---|------------------|------------------|---------------|
| <i>Grants</i>   |                  |                  |               |
| Grant from County of Annapolis - Operating                    | 69,969           | 53,940           | 16,029        |
| <b>Total Revenue</b>  | <b>69,969</b>    | <b>53,940</b>    | <b>16,029</b> |
| <br>  |                  |                  |               |
| <b>Fire Department Expenses</b>                               |                  |                  |               |
| <i>General Expenses</i>                                       |                  |                  |               |
| Repairs and Maintenance                                       | 40,504           | 37,856           | 2,648         |
| Clothing & Boots  | 28,145           | 25,759           | 2,386         |
| Other Equipment   | 24,822           | 24,299           | 523           |
| Utilities (Power, Water, Oil, Fuel)                           | 22,410           | 22,500           | (90)          |
| Technical Equipment (Computer, Licenses, Software, Telephone) | 18,064           | 17,894           | 170           |
| Training and Travel   | 18,279           | 17,729           | 550           |
| Insurance   | 18,842           | 13,255           | 5,587         |
| Hose & Couplings  | 13,501           | 10,637           | 2,864         |
| Janitor   | 11,513           | 11,561           | (48)          |
| Honoraria   | 4,500            | 4,500            | -             |
| Misc.   | 193              | 1,898            | (1,705)       |
| <b>Total Expenses</b>   | <b>200,774</b>   | <b>187,888</b>   | <b>12,886</b> |
| <i>Non-Fire Department Expenses</i>                           |                  |                  |               |
| Hydrant Rate flowed through to Water Utility                  | 268,402          | 257,860          | 10,542        |
| Bylaw Enforcement and Animal Control                          | 6,000            | -                | 6,000         |
| Annapolis REMO  | 12,245           | 11,624           | 621           |
|   | 286,647          | 269,484          | 17,163        |
| <b>Total Expenses</b>   | <b>487,422</b>   | <b>457,372</b>   | <b>30,049</b> |
| <br>  |                  |                  |               |
| <b>Net Loss, Subsidized by Town General Tax Rate</b>          | <b>(130,805)</b> | <b>(133,948)</b> |               |

# Expenditure Summary

## Transportation Services

|                                | 2025/26<br>Budget | 2024/25<br>Budget | Change \$      | Change %      | 2023/24<br>Actuals | 2024/25<br>Forecast |
|--------------------------------|-------------------|-------------------|----------------|---------------|--------------------|---------------------|
| Salaries, wages, benefits      | 389,340           | 355,837           | 33,503         | 9.42%         | 400,049            | 378,051             |
| Materials, Supplies, Utilities | 425,919           | 347,061           | 78,859         | 22.72%        | 352,664            | 321,925             |
| Purchased Services             | 47,794            | 44,685            | 3,109          | 6.96%         | 38,058             | 43,110              |
| Other mandatory services       | 63,441            | 21,500            | 41,941         | 195.07%       | 20,000             | 21,500              |
| <b>TOTAL Expenditures</b>      | <b>926,494</b>    | <b>769,082</b>    | <b>157,411</b> | <b>20.47%</b> | <b>810,771</b>     | <b>764,586</b>      |

# Expenditure Summary

## Environmental Health (Sewer)

|                                   | 2025/26<br>Budget | 2024/25<br>Budget | Change \$     | Change %     | 2023/24<br>Actuals | 2024/25<br>Forecast |
|-----------------------------------|-------------------|-------------------|---------------|--------------|--------------------|---------------------|
| Salaries, wages, benefits         | 77,899            | 79,551            | (1,651)       | -2.08%       | 59,760             | 69,187              |
| Materials, Supplies, Utilities    | 179,002           | 165,058           | 13,945        | 8.45%        | 130,386            | 164,607             |
| Purchased Services                | 18,071            | 20,857            | (2,786)       | -13.36%      | 21,064             | 20,599              |
| Inter Municipal Service Agreement | 180,079           | 151,837           | 28,242        | 18.60%       | 122,525            | 123,120             |
| <b>TOTAL Expenditures</b>         | <b>455,052</b>    | <b>417,303</b>    | <b>37,749</b> | <b>9.05%</b> | <b>333,734</b>     | <b>377,513</b>      |

| Category  | Amount            |
|---|-------------------|
| Total Expenditures  | \$ 455,052        |
| Less: ineligible expenses (Tree removal, Valley Waste Contract) | (198,351)         |
| Add: principal and interest payments on sewer loans             | 136,674           |
| <b>Total to Recoup via Sewer Rates</b>                          | <b>\$ 393,375</b> |

| Category  | Rate     | Amount            |
|---|----------|-------------------|
| Area Rate on taxable properties                             | \$0.0013 | \$ 181,419        |
| Flat Rate properties  | \$250    | 161,000           |
| Tax Exempt properties, based on water volume (cubic meters) | \$0.917  | 50,956            |
| <b>Total Recouped from Rates</b>                            |          | <b>\$ 393,375</b> |

# Expenditure Summary

## Environmental Development Services

|                                   | 2025/26<br>Budget | 2024/25<br>Budget | Change \$     | Change %      | 2023/24<br>Actuals | 2024/25<br>Forecast |
|-----------------------------------|-------------------|-------------------|---------------|---------------|--------------------|---------------------|
| Salaries, wages, benefits         | 136,893           | 69,839            | 67,053        | 96.01%        | 89,708             | 50,001              |
| Materials, Supplies, Utilities    | 41,896            | 145,694           | (103,798)     | -71.24%       | 185,721            | 148,881             |
| Purchased Services                | 76,521            | 2,776             | 73,745        | 2656.44%      | 1,918              | 3,034               |
| Inter Municipal Service Agreement | 12,182            | 12,182            | 0             | 0.00%         | 12,182             | 12,182              |
| <b>TOTAL Expenditures</b>         | <b>267,491</b>    | <b>230,491</b>    | <b>37,000</b> | <b>16.05%</b> | <b>289,529</b>     | <b>214,098</b>      |

# Expenditure Summary

## Recreation and Cultural Services

|                                | 2025/26<br>Budget | 2024/25<br>Budget | Change \$    | Change %     | 2023/24<br>Actuals | 2024/25<br>Forecast |
|--------------------------------|-------------------|-------------------|--------------|--------------|--------------------|---------------------|
| Salaries, wages, benefits      | 211,068           | 235,202           | (24,134)     | -10.26%      | 228,282            | 223,148             |
| Materials, Supplies, Utilities | 171,949           | 138,809           | 33,140       | 23.87%       | 132,618            | 119,500             |
| Purchased Services             | 7,625             | 7,090             | 534          | 7.54%        | 5,795              | 6,746               |
| Other mandatory services       | 12,300            | 12,300            | -            | 0.00%        | 12,300             | 12,300              |
| Grants                         | 16,500            | 16,500            | -            | 0.00%        | 16,500             | 16,500              |
| <b>TOTAL Expenditures</b>      | <b>419,441</b>    | <b>409,901</b>    | <b>9,540</b> | <b>2.33%</b> | <b>395,495</b>     | <b>378,194</b>      |

# Recreation Budget

## Recreation Budget

| Recreation Revenue                                   | 2025-2026             | 2024-2025             | Variance               |
|--|-----------------------|-----------------------|------------------------|
| <i>Grants</i>  |                       |                       |                        |
| Grant from County of Annapolis for Recreation        | 20,000                | 80,000                | (60,000)               |
| MPAL (Province of NS)                                | 25,000                | 25,000                | -                      |
| Active Kids Healthy Kids                             | 1,921                 | -                     | 1,921                  |
| Active Community Fund                                | 16,256                | 17,450                | (1,194)                |
| Canada Summer Jobs (7 students)                      | 15,386                | 4,256                 | 11,130                 |
|  | <u>78,563</u>         | <u>126,706</u>        | <u>(48,143)</u>        |
| <i>Program Revenue</i>                               |                       |                       |                        |
| Summer Day Camps and March Break Camps               | 37,047                | 25,200                | 11,847                 |
| Facility Rentals                                     | 2,000                 | -                     | 2,000                  |
| Shad Derby   | 2,505                 | -                     | 2,505                  |
| Heart Run/Century Ride                               | 22,417                | 22,000                | 417                    |
|  | <u>63,969</u>         | <u>47,200</u>         | <u>16,769</u>          |
| <b>Total Revenue</b>                                 | <b><u>142,532</u></b> | <b><u>173,906</u></b> | <b><u>(31,374)</u></b> |
| <b>Recreation Expenses</b>                           |                       |                       |                        |
| <i>Town Recreation</i>                               |                       |                       |                        |
| Salaries and Benefits (including Parks & Rec)        | 165,310               | 199,912               | (34,602)               |
| Salaries - summer staff (8 students)                 | 45,758                | 37,581                | 8,177                  |
| Program Expenses                                     | 48,928                | 29,722                | 19,206                 |
| Parks Repairs and Maintenance                        | 35,389                | 32,303                | 3,086                  |
| Shad Derby   | 2,673                 | -                     | 2,673                  |
| Heart Run/Century Ride                               | 19,917                | 20,857                | (941)                  |
| Training, Travel and Telephone                       | 14,395                | 14,323                | 72                     |
| Utilities (Power, Water, Oil, Fuel)                  | 11,575                | 9,400                 | 2,175                  |
| Insurance  | 6,375                 | 5,882                 | 493                    |
|  | <u>350,319</u> 41%    | <u>349,980</u> 50%    | <u>339</u>             |
| <i>Grants</i>  |                       |                       |                        |
| Library  | 32,525                | 30,239                | 2,286                  |
| Middleton Rink Commission                            | 23,500                | 16,623                | 6,877                  |
| Middleton Pool Society                               | 13,097                | 13,059                | 38                     |
|  | <u>69,122</u>         | <u>59,921</u>         | <u>9,201</u>           |
| <b>Total Expenses</b>                                | <b><u>419,441</u></b> | <b><u>409,901</u></b> | <b><u>9,540</u></b>    |
| <b>Net Loss, Subsidized by Town General Tax Rate</b> | <b>(276,909)</b>      | <b>(235,995)</b>      | <b>(40,914)</b>        |

# Grants to Organizations

| Organization | Description  | 2025-26 Budget   | 2024-25 Budget   | 2023-24 Actuals |
|--------------|--|------------------|------------------|-----------------|
| Library      | Power, Insurance, Janitor, Telephone, Water, Sewer, Repairs + \$12,300 Regional Library Contribution + Roof (24-25 only) | \$ 20,225        | \$ 39,039        | \$ 18,669       |
| Pool         | \$12,000 Grant, Insurance, Lights  | 13,097           | 13,059           | 12,937          |
| Rink         | \$4,500 Grant, Water, Sewer <i>*water usage has increased</i>  | 23,500           | 16,623           | 16,404          |
| HOTV         | Allocated to multi-cultural festival 25/26   | -                | 4,500            | 7,000           |
| M. Museum    | General Operations   | 4,500            | 4,500            | 4,500           |
| R. Museum    | General Operations   | 3,000            | 3,000            | 3,000           |
| SW Biosphere | General Operations   | 500              | 500              | 500             |
| SMH          | Foundation grant for new Digital Imaging Machine   | -                | 5,000            | -               |
| Anna. SAR    |  | 1,000            | 1,000            | 1,000           |
| <b>Total</b> |  | <b>\$ 65,822</b> | <b>\$ 87,221</b> | <b>\$64,010</b> |

- Soldier's Memorial Hospital Foundation did not make a new request for 2025-26
- Railway Museum asked for an additional \$3,000 for interpretive panels
- Rink asked for an additional \$25,000 for renovations
- Rick asked for an additional \$7,500 operating grant

# Grant Request – Rink Operations



Middleton & District Arena  
31 Gates Avenue  
P.O. Box 823  
Middleton N.S.  
B0S 1P0

Town of Middleton  
131 Commercial Street  
Middleton, NS  
B0S1P0

Dear Mayor and Council,

On behalf of the Middleton & District Rink Commission and its Volunteer Board of Directors, I would like to extend our gratitude for your support over the past years. Our arena has faced numerous challenges, including financial uncertainty and significant infrastructure and equipment expenses. Despite these obstacles, the collective efforts of our community have ensured that our doors remain open, providing a vital space for recreation, connection, and growth.

Over the past year, the community's incredible dedication and generosity have made it possible to secure the necessary funds to keep the arena operational. This achievement is a testament to the spirit and resilience of Middleton's residents. Additionally, with the support of the Valley Credit Union, we were able to secure a substantial loan to ensure our operations continue into the 2024/2025 season. We are truly grateful for the trust and commitment demonstrated by all who contributed to this effort.

The Middleton Arena is more than just a building; it is a cornerstone of our town. It provides countless benefits to our community, including:

- **Youth and Adult Recreation:** Offering a safe space for children, youth, and adults to participate in hockey, figure skating, and recreational skating.
- **Community Engagement:** Serving as a hub for gatherings, events, and programs that foster connections among residents.
- **Physical and Mental Health:** Promoting active lifestyles and well-being through accessible and inclusive recreational opportunities.
- **Economic Contributions:** Drawing visitors to Middleton for tournaments, events, and programs, which in turn supports local businesses and services. The arena brings hundreds of local hockey players and their families to Middleton every week, with 93% of those hockey players coming from outside of Middleton. This increased traffic significantly contributes to the local economy by supporting businesses such as motels, restaurants, and shops.

- **Tournament Hosting:** Hosting numerous hockey tournaments during the winter months, attracting 150-200 players and their families per event. These visitors frequently stay at local accommodations, dine at local establishments, and shop at local stores, providing substantial economic benefits to the town. Many businesses would agree that the additional patrons during the winter months are a vital boost.
- **Youth Development:** Providing young people with opportunities to learn teamwork, discipline, and leadership through organized sports and activities.
- **Community Benefits:** Enhancing community pride, fostering inclusivity, and offering a space for social interactions and physical activity that improve the quality of life for all residents.
- **Meaningful Employment:** Providing meaningful employment opportunities for multiple individuals, contributing to the economic stability and growth of our town.

To ensure the continued success and sustainability of this invaluable community asset, we respectfully request an increased operating grant of \$12,000 from the Town of Middleton. We also ask for your continued support in providing water, sewer, and snow removal services. These contributions are crucial in securing the future of our arena and the many benefits it brings to Middleton.

Thank you for your continued support and for considering how the Town of Middleton can help ensure the sustained operation and success of this vital facility. Together, we are preserving a cherished institution that enriches our community.

Sincerely,

Les Barker  
Director  
Middleton & District Rink Commission

# Grant Request – Rink Capital

Proposal for Rink Revitalization Support for the Middleton & District Arena

To: Town of Middleton Council & Staff

From: Middleton & District Rink Commission

Subject: Proposal for Rink Revitalization Support

## Introduction

The Middleton & District Arena has served as a vital community hub for decades, fostering recreational activities, physical fitness, and social connections. Rising operational costs and growing demand for diverse programming have placed financial strain on our facility. To ensure continued operation and sustainability, the Middleton & District Rink Commission respectfully requests \$25,000 from the Town of Middleton to support necessary renovations.

## Community Importance of the Arena

The arena is more than just a recreational facility—it is a central gathering place for residents of the Town of Middleton and the surrounding area. Regardless of future circumstances, the facility will remain an asset to the community. During the winter season, it operates for over 35 hours a week, offering programs that enhance physical and mental well-being. The arena provides employment for one full-time and four part-time staff members, contributing to local job stability.

Our programming includes:

- Minor hockey leagues and school hockey programs
- Recreational and pick-up hockey leagues
- Public skating sessions
- Skating programs tailored for adults, newcomers, and individuals with sensory sensitivities
- Community events that bring residents together

The arena also hosts tournaments and regional events, drawing visitors and stimulating the local economy.

## Current Challenges and Required Upgrades

The proposed project focuses on replacing the arena's leaking roof with a state-of-the-art built-up membrane roofing system. This upgrade will use the existing steel roof as a base, reinforced with mechanically fastened insulation, capped with a cover board, and finished

with a durable built-up asphalt membrane. Roof replacement is the top priority to prevent further damage and preserve the building's structural integrity.

Currently, the roof's condition has caused significant issues, including water damage to drywall, flooring, and subflooring in finished areas. Water dripping onto the floor poses a safety hazard when it freezes, and wet insulation has become ineffective due to water intrusion. Condensation from the steel structure and improper roofing insulation results in dripping water, forming cones on the ice surface that compromise its safety and require extensive daily maintenance to prepare the surface for use. Additionally, the perforated steel walls contribute to substantial heat loss, making it difficult to maintain proper cooling during warmer weather.

Once the roof is replaced, the next step will be upgrading the wall system to complete the building envelope, improving energy efficiency and sustainability. Construction is scheduled to take place from June 1 to September 30, 2025. If necessary, the wall installation will be phased to ensure daily operations are not disrupted. This comprehensive approach will extend the arena's lifespan, enhance safety, and significantly reduce energy costs.

The urgency of the project is driven by several factors. The current roof has exceeded its lifespan and is leaking in several areas, despite being coated with a roll-on waterproofing system in 2018 to extend its service life. This not only affects the structural integrity of the building but also increases energy consumption due to large air leaks along the walls, poor insulation levels and thermal bridging between the steel structure and the exterior.

These issues create an increased cooling load and condensation problems, which causes increased work to maintain the ice surface, especially during humid weather and warm temperature swings. Completing these upgrades will allow the facility to operate efficiently for a longer season, enabling operations to start in September and extend into April.

Incorporating Insulated Metal Panels (IMP) into the wall system will significantly enhance the energy efficiency of the building. IMPs provide superior insulation, reducing thermal bridging and air leakage. This leads to lower energy consumption for cooling, resulting in cost savings and a reduced carbon footprint, addressing the roof and wall condition is essential for improving the building's resilience to extreme weather events and climate change.

# Grant Request – Rink Capital

The project will ensure that renovations meet the accessibility standards outlined in CSA-B651 or the NS Building Code. Replacing the roof and insulating the building envelope is part of a phased plan to meet accessibility standards before 2030. Once the roof is replaced and the building envelope is more energy-efficient, the existing entrance will be renovated to allow the use of automatic doors. The facility currently has ramps and an accessible washroom.

This project is the first step in a larger phased plan to improve the facility. Energy usage is the biggest expense currently incurred by the arena. Thermal imaging has shown large air leaks along the walls and thermal bridging between the steel structure and the exterior, which creates an increased cooling load and issues with condensation dripping on the ice during humid weather. Completing these upgrades will allow the facility to operate efficiently for a longer season, enabling operations to start in September and extend into April.

The total cost for necessary upgrades is estimated at **\$825,000**, with the major expenses as follows:

- **Roofing, siding, and insulation:** \$715,000
- **Accessibility improvements (sliding door systems, wheelchair ramp, accessible washrooms and changing room):** \$110,000

## Financial Contributions and Fundraising Efforts

To complete this phase, we have secured and applied for various funding sources:

- Province of Nova Scotia: Rink Revitalization Fund (\$150,000) and AssessAbility Fund (\$50,000)
- Rotary Club of Middleton: \$50,000 request submitted
- Current resources: \$60,000 available
- Community fundraising initiatives: \$100,000 - \$150,000 anticipated through events and donations
- In-kind donations: \$80,000 - \$100,000 pledged by local businesses and individuals
- Kraft Hockeyville: Potential \$25,000-\$250,000 if selected

## Request for Support

We are seeking a \$25,000 contribution from the Town of Middleton. Your support will directly contribute to the preservation of a facility that:

- Strengthens community connections
- Provides accessible and inclusive recreational opportunities
- Supports local economic development

- Remains a long-term asset for the Town of Middleton and its neighboring communities

## Conclusion

We deeply appreciate your consideration and commitment to community recreation. With your support, we can revitalize the Middleton & District Arena and continue to serve the community for years to come.

Sincerely,



Richard Greene  
Middleton & District Rink Commission

# Grant Request – Pool Operating



29 GATES AVENUE, MIDDLETON NS, B0S 1P0  
MIDDLETONTOWNPOOL@GMAIL.COM  
902 825 6600

Dear Mayor and Council,

February 14, 2025

On behalf of the Middleton Swimming Pool Society, I would like to extend our sincere gratitude for your ongoing support of the town pool. Your contributions have been instrumental in ensuring that the pool remains a welcoming gathering place for our entire community, providing a space for recreation, learning, and connection.

We are pleased to share that last season was both successful and financially profitable, allowing us to reinvest in maintaining and improving the facility. With this positive momentum, we hope to continue this trend and work towards creating a pool that will serve generations to come.

To help us achieve this goal, we respectfully request the continuation of the annual operating grant of \$12,000. This funding is essential in sustaining our operations, keeping the pool accessible to residents, and ensuring that it remains a vibrant part of our town.

Thank you once again for your ongoing commitment to the Middleton Swimming Pool Society. We truly appreciate your support and look forward to another great season serving our community.

Best regards,

A handwritten signature in black ink that reads "Tara Balcome".

Tara Balcome  
Middleton Swimming Pool Society

# Grant Request – Railway Museum



## MIDDLETON RAILWAY MUSEUM

February 22, 2025

Town of Middleton  
Attn. Ashley Crocker  
Chief Administrative Officer  
Box 340  
Middleton, Nova Scotia B0S 1P0

Dear Ms. Crocker,

We appreciated the opportunity to update Mayor Smith and the Council on Tuesday, February 18th, on our recent achievements and plans for the Museum.

As introduced at the meeting, we are confirming our two-part request for assistance for the upcoming 2025-26 fiscal year. Our request is for a contribution of \$8,000.

Part one is to assist the Museum with our \$24,000 annual operating budget. We request \$5,000, recognizing that \$2,600 will flow directly back to the Town for municipal taxes and water services. As was noted at the meeting, most museums in Nova Scotia are tax-exempt, but this is not the case with the Middleton Railway Museum.

Part two is for \$3,000 to assist in installing locally produced interpretive panels in our newly restored Operator's Office, where they will help our interpreters explain the significance of railways to the development of Middleton and the Annapolis Valley. Our volunteers will develop the text for these panels, which will be derived from their research in our archives.

We look forward to your positive response so that we may continue to welcome new and returning guests to our community and the Middleton Railway Museum.

Yours sincerely,

A handwritten signature in black ink, appearing to read "D. Hankinson".

David Hankinson  
Chairman

# Grant Request – Macdonald Museum



P O Box 925  
21 School Street  
Middleton, NS B0S 1P0  
902 825 6116  
[www.macdonaldmuseum.ca](http://www.macdonaldmuseum.ca)

February 5<sup>th</sup>, 2025

Ashley Crocker CAO, Town of Middleton  
131 Commercial Street, PO Box 340  
Middleton NS B0S 1P0

Dear CAO Crocker & Middleton Town Council,

Another year has come and gone; 2024 proved to be a very busy and successful season at the Macdonald Museum.

Funding provided by the Town of Middleton is used in many ways. We put some of it towards guests speakers, including, Laird Niven, archaeologist involved in the Oak Island TV show. It went towards the creation of our first “heART of the Valley Art Show competition. This competition was open to artists throughout the Annapolis Valley and gave visitors to the museum the chance to vote for the winning artwork. We purchased two new outdoor signs for the Museum. One is already in place; the second sign will be put up when winter finally decides to leave! It also gave us the opportunity to purchase some new chairs for our events.

Despite our success this past season, fundraising is still one of our top priorities and with the future economic climate in such uncertainty it is going to be even more of a challenge.

We are hoping to receive the amount of \$4500.00 in support from the Town of Middleton. Should we receive your funding, your support will allow us to continue to offer programming and services to our community including exhibits, workshops, and archival resources. Your funding also allows us to continue to collect, preserve, and protect the history of our community and Annapolis County. Museums, like “The Mac”, benefit communities as they attract tourists, serve as tourism bureaus by directing individuals to other local businesses, provide recreational activities for their communities, and promote strong communities by providing space for discussion, meetings, volunteerism, and being a place to belong and feel included.

We have several exhibits in the planning stages, including a dinosaur exhibit on loan from the Museum of Natural History in Halifax. The Christmas Craft Fair and Heart of the Valley Summer Craft market are also in the planning stages, we have a host of other community events and concerts lined up for the coming season.

The Macdonald Museum has greatly appreciated the past financial support of the Town of Middleton and sincerely hopes that we can continue to work together in our mutual effort to serve our community.

Thank you for your consideration and please contact me if you need further information.

Claire Grazette

  
Director  
Macdonald Museum

# Grant Request – AC GSAR



**Annapolis County Ground Search and Rescue**  
**PO Box 234**  
**Bridgetown, NS**  
**B0S 1C0**  
[www.acgsar.ca](http://www.acgsar.ca)

*February 26, 2025*

## **To the Council of The Town of Middleton:**

We are greatly appreciative of the \$1000 grant received earlier this year. With it we were able to purchase three (3) complete Hypothermia kits that will reside in our vehicles for search events and will also be used for training by our members. Each kit contains a tarp, reflective blanket, sleeping bag, 50ft rope and 3 reusable instant-heat packs, and each set is contained in a durable dry-bag. The total cost of this equipment was \$493.73.

We were also able to purchase sixty (60) Thinsulate high-visibility orange toques for our members in cold-weather events to protect them while making them readily identifiable. The total for these toques was \$330.51.

The remaining \$175.76 will enable us to purchase and affix small team crests to each.

We appreciate your support enormously as we are 100% volunteer and rely on grants, donations and fundraising to purchase or upgrade our equipment and gear.

Next year, if awarded another such grant, we intend to replace our current AA ~~Alkalines~~ with recyclable Lithium batteries for our GPS units. Lithium batteries are more expensive, but last up to six times longer, do not leak, and are not weakened by cold weather. We are also researching a dash-mount Samsung Galaxy tablet with preloaded mapping for rapid responses and transport navigation.

With our gratitude, we are at your service.

*Diane Heaton*

Diane Heaton, President  
Annapolis County Ground Search and Rescue

# Grant Request – Southwest Biosphere

To: Mayor and council,  
Town of Middleton, N.S.

From: John Sollows, Secretary,  
Southwest Nova Biosphere Reserve Association,  
399 Wyman Road,  
Sand Beach, N.S.,  
B5S 5G4.



Date: January 28, 2025.

The Southwest Nova Biosphere Reserve Association engages in the Amazing Places program, which promotes little-known tourist attractions in the region which can sustainably accommodate more visitors. We aim to invest \$10,000 per year in an attraction, and every county has its turn.

In 2023-24, we invested \$10,000 in interpretive panels and other things for Delaps Cove. Last year's amount (including \$500 from the Town of Middleton) ultimately went to the Brier Island Trails Association to develop their trail system in the Big Meadow.

We plan to use this year's \$500 on this year's Amazing Places program. This year's county hasn't been finalized, but it will likely be in Yarmouth County.

The benefits from this program are regional. By encouraging people to visit attractions and stay longer, local businesses benefit. We hope that the work already done in Delaps Cove is having spinoff effects for Middleton and vicinity.

Many thanks tot the Town of Middleton for its support for this program.

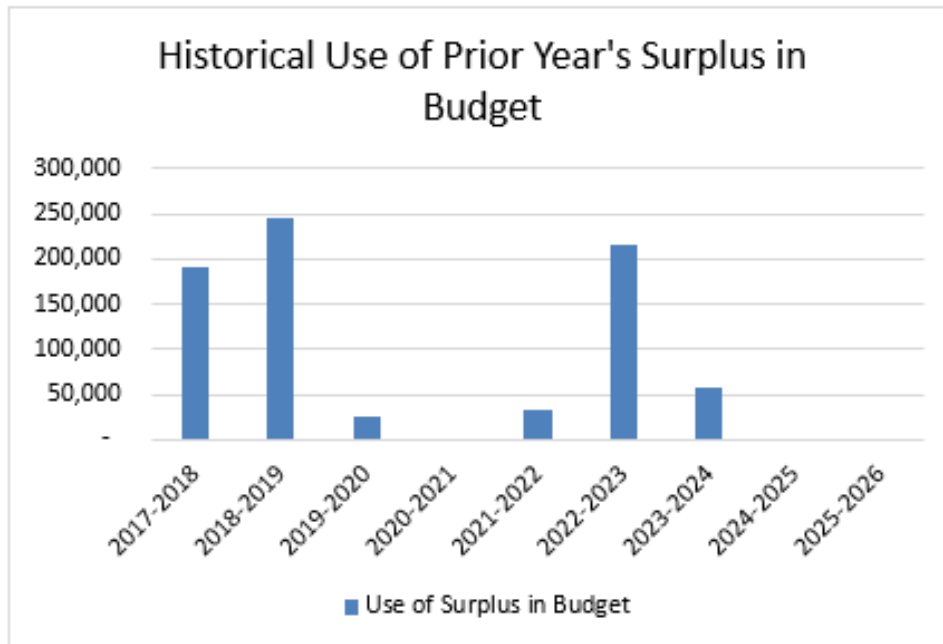
# Grants to Organizations

The Town provides several In-Kind Services to organizations that are not recorded separately in the financial statements.

| Organization | Description   |
|--------------|---|
| Library      | Plowing, landscaping/flowers, mowing  |
| Pool         | Filling the pool, mechanical/structural maintenance, water maintenance, mowing, marketing, printing/photocopying, line painting |
| Rink         | Marketing, plowing (~\$6,500), line painting, snow removal for Zamboni, help with ice removal                                   |
| M. Museum    | Mowing, plowing, flowers and garden, some maintenance (ex. re-doing the walkway), Haunted House (~\$8,000)                      |
| R. Museum    | Mowing, flowers, garbage removal  |

# Operating Surplus

- It is not good financial practice to continuously take from reserves to balance the budget
- Over the past 8 years, the Town has budgeted to use almost \$800,000 from reserves to balance the budget



# Transfer to Reserves from Operating

- Every effort should be made each year to transfer money to reserves for the future replacement of assets
- The Town has historically transferred ~\$50,000 per year to the Sewer Reserve
- Staff removed the \$50,000 transfer to Sewer Reserve in 2025-26 due to the projected deficit



# Financial Condition Indicators (FCI's)

| Indicator Name   | Green                 | Yellow                                  | Red                       | Actual   | Actual        | Actual           | Actual  | Actual  | Actual  | As Filed | Forecast | Budget  |   |    |    |
|--|-----------------------|---|---------------------------|--|---------------|------------------|---------|---------|---------|----------|----------|---------|---|----|----|
|  |                       |   |                           | 2017-18  | 2018-19       | 2019-20          | 2020-21 | 2021-22 | 2022-23 | 2023-24  | 2024-25  | 2025-26 |   |    |    |
| B1 3-year change in Tax Base                                       | = or > CPI% Change    | < CPI Change, but not negative growth   | Negative growth           | 5.3%   | 3.1%          | 1.6%             | 0.8%    | 3.7%    | 4.6%    | 10.0%    | 17.2%    | 18.9%   |   |    |    |
| B2 Reliance on Single Business/Institution                         | < 10%                 | 10% to 15%                              | > 15%                     | 1.1%   | 1.1%          | 1.1%             | 1.0%    | 1.0%    | 1.1%    | 1.2%     | 1.2%     | 1.6%    |   |    |    |
| B3 Residential Tax Effort  | < 4%                  | 4% to 6%                                | > 6%                      | 4.7%   | 4.7%          | 4.9%             | 5.1%    | 4.2%    | 4.6%    | 4.7%     | 4.8%     | 5.6%    |   |    |    |
| S1 Uncollected Taxes   | < 10% CY Tax billings | 10% to 15% CY Tax billings              | > 15% CY Tax billings     | 4.8%   | 2.5%          | 4.4%             | 3.3%    | 3.3%    | 3.3%    | 3.1%     | 7.3%     | 6.9%    |   |    |    |
| S2 Operating Reserve   | > 20% Optg Exp        | 10% to 20% operating expenses           | < 10% Optg Exp            | 11.8%  | 9.7%          | 9.4%             | 10.9%   | 15.4%   | 15.6%   | 13.2%    | 24.7%    | 21.7%   |   |    |    |
| S3 Debt Service Cost   | < 10% OSR             | 10% to 15% own source operating revenue | > 15% OSR                 | 9.8%   | 9.5%          | 9.4%             | 8.6%    | 8.6%    | 8.0%    | 7.4%     | 5.8%     | 6.4%    |   |    |    |
| S4 Outstanding Operating Debt                                      | < 25% OSR             | 25% to 50% own source operating revenue | > 50% OSR                 | 0.0%   | 0.7%          | 5.3%             | 7.0%    | 0.0%    | 0.0%    | 0.0%     | 0.0%     | 0.0%    |   |    |    |
| S5 Undepreciated Assets  | NBV > 50% Cost        | NBV 35% to 50% Cost                     | NBV < 35% Cost            | 54.1%  | 52.5%         | 50.3%            | 49.9%   | 49.7%   | 48.1%   | 46.6%    | 45.6%    | 45.6%   |   |    |    |
| R1 # of Deficits in Last 5 Years                                   | 0 in last 5 years     | 1 or more in last 5 years               | 1 or more in last 2 years | 0  | 0             | 1                | 1       | 1       | 1       | 1        | 0        | 0       |   |    |    |
| R2 Liquidity   | CA/CL > 1.5           | CA/CL between 1 and 1.5                 | CA/CL < 1.0               | 3.6  | 2.6           | 1.8              | 2.3     | 2.7     | 3.9     | 1.5      | 1.9      | 2.0     |   |    |    |
| R3 Reliance on Government Transfers                                | < 15% Total Rev       | 15% to 20% Total Revenue                | > 20% Total Revenue       | 11.5%  | 11.7%         | 12.1%            | 12.3%   | 20.2%   | 11.7%   | 10.7%    | 8.2%     | 12.2%   |   |    |    |
| R4 Combined Reserve (Operating & Capital)                          | > 40% Optg Exp+ Amort | 30% to 40% Operating Exp + Amortization | < 30% Optg Exp+ Amort     | 31.0%  | 30.4%         | 32.8%            | 35.8%   | 37.1%   | 40.8%   | 42.3%    | 48.5%    | 41.8%   |   |    |    |
| Years with Budget Accuracy within + or - 5% in the last five years |                       |   |                           | suspended for 2020-21, 2021- 22, 2022-23, and 2023-24 due to COVID |               |                  |         | 3       | 2       | 2        | 1        | 2       |   |    |    |
| <b>Overall Assessment - # FCI's that meet low risk threshold</b>   |                       |   |                           | <b>9 to 12</b>   | <b>7 to 8</b> | <b>6 or less</b> | 9       | 8       | 7       | 6        | 5        | 7       | 7 | 10 | 10 |

# Financial Condition Indicators (FCI's)

| Indicator Name  | Actual<br>2017-18 | Actual<br>2018-19 | Actual<br>2019-20 | Actual<br>2020-21 | Actual<br>2021-22 | Actual<br>2022-23 | As Filed<br>2023-24 | Forecast<br>2024-25 | Budget<br>2025-26 |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|---------------------|-------------------|
| B1 3-year change in Tax Base  | ● 5.3%            | ● 3.1%            | ● 1.6%            | ● 0.8%            | ● 3.7%            | ● 4.6%            | ● 10.0%             | ● 17.2%             | ● 18.9%           |
| B2 Reliance on Single Business/Institution                            | ● 1.1%            | ● 1.1%            | ● 1.1%            | ● 1.0%            | ● 1.0%            | ● 1.1%            | ● 1.2%              | ● 1.2%              | ● 1.6%            |
| B3 Residential Tax Effort   | ● 4.7%            | ● 4.7%            | ● 4.9%            | ● 5.1%            | ● 4.2%            | ● 4.6%            | ● 4.7%              | ● 4.8%              | ● 5.6%            |
| S1 Uncollected Taxes  | ● 4.8%            | ● 2.5%            | ● 4.4%            | ● 3.3%            | ● 3.3%            | ● 3.3%            | ● 3.1%              | ● 7.3%              | ● 6.9%            |
| S2 Operating Reserve  | ● 11.8%           | ● 9.7%            | ● 9.4%            | ● 10.9%           | ● 15.4%           | ● 15.6%           | ● 13.2%             | ● 24.7%             | ● 21.7%           |
| S3 Debt Service Cost  | ● 9.8%            | ● 9.5%            | ● 9.4%            | ● 8.6%            | ● 8.6%            | ● 8.0%            | ● 7.4%              | ● 5.8%              | ● 6.4%            |
| S4 Outstanding Operating Debt   | ● 0.0%            | ● 0.7%            | ● 5.3%            | ● 7.0%            | ● 0.0%            | ● 0.0%            | ● 0.0%              | ● 0.0%              | ● 0.0%            |
| S5 Undepreciated Assets   | ● 54.1%           | ● 52.5%           | ● 50.3%           | ● 49.9%           | ● 49.7%           | ● 48.1%           | ● 46.6%             | ● 45.6%             | ● 45.6%           |
| R1 # of Deficits in Last 5 Years                                      | ● 0               | ● 0               | ● 1               | ● 1               | ● 1               | ● 1               | ● 1                 | ● 0                 | ● 0               |
| R2 Liquidity  | ● 3.6             | ● 2.6             | ● 1.8             | ● 2.3             | ● 2.7             | ● 3.9             | ● 1.5               | ● 1.9               | ● 2.0             |
| R3 Reliance on Government Transfers                                   | ● 11.5%           | ● 11.7%           | ● 12.1%           | ● 12.3%           | ● 20.2%           | ● 11.7%           | ● 10.7%             | ● 8.2%              | ● 12.2%           |
| R4 Combined Reserve (Operating & Capital)                             | ● 31.0%           | ● 30.4%           | ● 32.8%           | ● 35.8%           | ● 37.1%           | ● 40.8%           | ● 42.3%             | ● 48.5%             | ● 41.8%           |
| Years with Budget Accuracy within + or - 5%<br>in the last five years | 3                 | 2                 | 2                 | 1                 | 2                 |                   |                     |                     |                   |
| <b>Overall Assessment - # FCI's that meet low<br/>risk threshold</b>  | ● 9               | ● 8               | ● 7               | ● 6               | ● 5               | ● 7               | ● 7                 | ● 10                | ● 10              |

- 2025-26 FCI for # of Deficits in Last 5 years assumes the budget will be balanced

# Section 4

## 2025/26 Water Utility Operating Budget

# Water Utility Operating Budget

WILL BE PRESENTED IN  
A LATER VERSION

# Water Utility Revenue Summary

WILL BE PRESENTED IN  
A LATER VERSION

# Water Utility Expenditure Summary

WILL BE PRESENTED IN  
A LATER VERSION

# Water Utility Rate History

WILL BE PRESENTED IN  
A LATER VERSION



# Section 5

## 2025/26 Capital Budget

# 2025-2026 Capital Budget

For the Fiscal Year

2025/26

| Project Name                                       | Unit  | Asset                     | Brief Description                       | Cost                | Operating         | Grant             | Drawdown Reserves   | (Repa       | Long-term Debt      | Other           | Project # |
|--|-------|---------------------------|---|---------------------|-------------------|-------------------|---------------------|-------------|---------------------|-----------------|-----------|
| PARKS BARN FENCE                                   | Town  | Land improvements         | Rotary Park barn - protect equipment    | 17,000              | -                 | -                 | 17,000              | -           | -                   | -               | 25-07     |
| DOCK   | Town  | Land improvements         | replace wooden dock                     | 82,500              | -                 | 41,250            | 33,000              | -           | -                   | 8,250           | 25-09     |
| FLAIL MOWER  | Town  | Other equipment           | wellfield/ditch/bank maintenance        | 15,000              | -                 | -                 | 15,000              | -           | -                   | -               | 25-06     |
| LIFT STATION PUMP REPLACEMENT                      | Town  | Sewer lift stations       | Sewer pump                              | 10,000              | -                 | -                 | 10,000              | -           | -                   | -               | 23-05     |
| ROTATOR ASSEMBLY                                   | Town  | Sewer lift stations       | Pump component                          | 3,700               | -                 | -                 | 3,700               | -           | -                   | -               | 25-01     |
| SCHOOL ST LIFT STATION SUCTION LINE                | Town  | Sewer lift stations       | end of life pipe failures               | 15,000              | -                 | -                 | 15,000              | -           | -                   | -               | 25-08     |
| SIDEWALK REPLACEMENTS                              | Town  | Sidewalks                 | 2 Main St Sections near Bruce's & Tim's | 25,000              | -                 | -                 | 25,000              | -           | -                   | -               | 22-14     |
| UV SENSOR  | Town  | STP equipment             | broken sensor                           | 4,500               | -                 | -                 | 4,500               | -           | -                   | -               | 25-05     |
| STP PUMP REPLACEMENT                               | Town  | STP equipment             | broken pump                             | 15,000              | -                 | -                 | 15,000              | -           | -                   | -               | 25-16     |
| FIRE PUMPER/TANKER                                 | Town  | Vehicles                  | replace 34 year old Fire pumper/tanker  | 850,000             | -                 | 525,000           | 325,000             | -           | -                   | -               | 24-17     |
| <b>TOTAL TOWN</b>                                  |       |                           |   | <b>1,037,700</b>    | <b>-</b>          | <b>566,250</b>    | <b>463,200</b>      | <b>-</b>    | <b>-</b>            | <b>8,250</b>    |           |
| FIRE HYDRANT REPLACEMENTS                          | Water | Water hydrants            | Hydrants - 3 per year                   | 18,000              | -                 | -                 | 18,000              | -           | -                   | -               | 22-10     |
| WATER RESERVOIR                                    | Water | Water reservoir           | Reservoir - 2nd year                    | 4,038,176           | -                 | -                 | 2,399,185           | -           | 1,638,991           | -               | 22-12-A   |
| SCHOOL STREET RECONSTRUCTION - REPLACE WATER LINES | Water | Water Distribution mains  | replace 380m section                    | 638,200             | 119,000           | 259,600           | 259,600             | -           | -                   | -               | 22-21     |
| WELL PUMP REPLACEMENT                              | Water | Water Pumping equipment   | Replace Pump #3                         | 25,000              | -                 | -                 | 25,000              | -           | -                   | -               | 24-09     |
| WELL LEVEL SENSOR                                  | Water | Water Pumping equipment   | broken sensor                           | 9,000               | -                 | -                 | 9,000               | -           | -                   | -               | 25-02     |
| CHLORINE SENSOR                                    | Water | Water treatment equipment | replacement sensor                      | 4,500               | -                 | -                 | 4,500               | -           | -                   | -               | 25-03     |
| CONNAUGHT AVE WATER LINE AND VALVES                | Water | Water transmission mains  | Replace section - frequent breaks       | 100,000             | 100,000           | -                 | -                   | -           | -                   | -               | 25-04     |
| WATER METER REPLACEMENTS                           | Water | Water meters              | new development + replace broken        | 9,400               | -                 | -                 | 9,400               | -           | -                   | -               | 25-17     |
| <b>TOTAL WATER</b>                                 |       |                           |   | <b>4,842,276</b>    | <b>219,000</b>    | <b>259,600</b>    | <b>2,724,685</b>    | <b>-</b>    | <b>1,638,991</b>    | <b>-</b>        |           |
|  |       |                           |   | <b>\$ 5,879,976</b> | <b>\$ 219,000</b> | <b>\$ 825,850</b> | <b>\$ 3,187,885</b> | <b>\$ -</b> | <b>\$ 1,638,991</b> | <b>\$ 8,250</b> |           |

# Operating Impact of Capital Budget

For the Fiscal Year ended

2025/26

| Project Name                                       | Dept               | Repairs & Maintenance & Other | Interest Expense | Depreciation   | Loan Principal | Total          | Project # |
|--|--------------------|-------------------------------|------------------|----------------|----------------|----------------|-----------|
| FIRE PUMPER/TANKER                                 | Fire               | -                             | -                | 85,000         | -              | 85,000         | 24-17     |
| FLAIL MOWER  | Other Public Works | -                             | -                | 3,000          | -              | 3,000          | 25-06     |
| PARKS BARN FENCE                                   | Recreation         | -                             | -                | 680            | -              | 680            | 25-07     |
| DOCK   | Recreation         | -                             | -                | 3,300          | -              | 3,300          | 25-09     |
| SIDEWALK REPLACEMENTS                              | Roads              | -                             | -                | 2,060          | -              | 2,060          | 22-14     |
| LIFT STATION PUMP REPLACEMENT                      | Sewer              | -                             | -                | 1,070          | -              | 1,070          | 23-05     |
| ROTATOR ASSEMBLY                                   | Sewer              | -                             | -                | 148            | -              | 148            | 25-01     |
| UV SENSOR  | Sewer              | -                             | -                | 450            | -              | 450            | 25-05     |
| SCHOOL ST LIFT STATION SUCTION LINE                | Sewer              | -                             | -                | 600            | -              | 600            | 25-08     |
| STP PUMP REPLACEMENT                               | Sewer              | -                             | -                | 1,500          | -              | 1,500          | 25-16     |
| <b>TOTAL TOWN</b>                                  |                    | -                             | -                | <b>97,809</b>  | -              | <b>97,809</b>  |           |
| FIRE HYDRANT REPLACEMENTS                          | Water              | -                             | -                | 391            | -              | 391            | 22-10     |
| WATER RESERVOIR                                    | Water              | -                             | 81,950           | 148,201        | 81,950         | 312,100        | 22-12-A   |
| SCHOOL STREET RECONSTRUCTION - REPLACE WATER LINES | Water              | -                             | -                | 8,509          | -              | 8,509          | 22-21     |
| WELL PUMP REPLACEMENT                              | Water              | 40,000                        | -                | 2,348          | -              | 42,348         | 24-09     |
| WELL LEVEL SENSOR                                  | Water              | -                             | -                | 450            | -              | 450            | 25-02     |
| CHLORINE SENSOR                                    | Water              | -                             | -                | 450            | -              | 450            | 25-03     |
| CONNAUGHT AVE WATER LINE AND VALVES                | Water              | -                             | -                | 1,333          | -              | 1,333          | 25-04     |
| WATER METER REPLACEMENTS                           | Water              | -                             | -                | 470            | -              | 470            | 25-17     |
| <b>TOTAL WATER</b>                                 |                    | <b>40,000</b>                 | <b>81,950</b>    | <b>162,153</b> | <b>81,950</b>  | <b>366,052</b> |           |
| <b>TOTAL OPERATING IMPACT</b>                      |                    | <b>40,000</b>                 | <b>81,950</b>    | <b>259,961</b> | <b>81,950</b>  | <b>463,860</b> |           |



# Section 6

## 5-Year Capital Plan

# 5-Year Capital Plan

For the Five Years from

2025/26 to 2029/30

| Project Name   | Asset                     | Brief Description  | Total             | 2025/26          | 2026/27          | 2027/28          | 2028/29        | 2029/30          | Project # |
|--|---------------------------|--|-------------------|------------------|------------------|------------------|----------------|------------------|-----------|
| COMMUNITY CENTRE & FIRE HALL                         | Buildings                 | New firehall & community Centre  | 6,251,551         | -                | -                | 6,251,551        | -              | -                | 22-06-A   |
| FIRE HALL INSULATION                                 | Buildings                 | reduce heat loss to improve energy efficiency                            | 17,200            | -                | 17,200           | -                | -              | -                | 24-15     |
| FIRE TRUCK BAY INSULATION, LIGHTING, WALLS & CEILING | Buildings                 | improve energy efficiency & work environment                             | 87,000            | -                | 87,000           | -                | -              | -                | 25-11     |
| TOWN HALL RENOVATIONS                                | Buildings                 | mechanical, electrical, furnace, heat pump,                              | 372,000           | -                | 372,000          | -                | -              | -                | 25-15     |
| ACCOUNTING SOFTWARE                                  | Computer technology       | replace expiring software  | 350,000           | -                | -                | -                | 50,000         | 300,000          | 25-18     |
| FIRE TRUCK BAY HEAT PUMP & BASEBOARD HEATERS         | Heavy equipment           | replace oil with heatpump & baseboard heaters                            | 47,700            | -                | 47,700           | -                | -              | -                | 24-16     |
| SCBA AIR PACK REPLACEMENTS                           | Heavy equipment           | National Fire Protection Agency requirement                              | 72,000            | -                | -                | -                | 72,000         | -                | 24-18     |
| PARKS BARN FENCE                                     | Land improvements         | protect parks equipment  | 17,000            | 17,000           | -                | -                | -              | -                | 25-07     |
| DOCK   | Land improvements         | accessibility & safety issues  | 82,500            | 82,500           | -                | -                | -              | -                | 25-09     |
| FLAIL MOWER  | Other equipment           | maintain wellfield, banks, and ditches                                   | 15,000            | 15,000           | -                | -                | -              | -                | 25-06     |
| LIFT STATION PUMP REPLACEMENT                        | Sewer lift stations       | 6 of 10 pumps are old - replace 1 per year                               | 40,000            | 10,000           | 10,000           | 10,000           | 10,000         | -                | 23-05     |
| ROTATOR ASSEMBLY                                     | Sewer lift stations       | replace lift station pump component                                      | 3,700             | 3,700            | -                | -                | -              | -                | 25-01     |
| SCHOOL ST LIFT STATION SUCTION LINE                  | Sewer lift stations       | end of life replacement  | 15,000            | 15,000           | -                | -                | -              | -                | 25-08     |
| SIDEWALK REPLACEMENTS                                | Sidewalks                 | annual budget to replace segments of                                     | 125,000           | 25,000           | 25,000           | 25,000           | 25,000         | 25,000           | 22-14     |
| UV SENSOR  | STP equipment             | replace broken sensor  | 4,500             | 4,500            | -                | -                | -              | -                | 25-05     |
| STP PUMP REPLACEMENT                                 | STP equipment             | replace broken pump  | 15,000            | 15,000           | -                | -                | -              | -                | 25-16     |
| CROSSWALK LIGHTS                                     | Streetlights & crosswalks | 6 high risk locations - children/traffic                                 | 65,700            | -                | 65,700           | -                | -              | -                | 25-10     |
| FIRE PUMPER/TANKER                                   | Vehicles                  | 31 year old - frequent repairs, issues with the electrical & reliability | 850,000           | 850,000          | -                | -                | -              | -                | 24-17     |
| FIRE DEPT UTILITY TRUCK                              | Vehicles                  | 18 year old truck  | 125,000           | -                | 125,000          | -                | -              | -                | 25-12     |
| FIRE DEPT TANKER TRUCK                               | Vehicles                  | end of life replacement  | 850,000           | -                | -                | -                | -              | 850,000          | 25-14     |
| <b>TOTAL TOWN</b>                                    |                           |  | <b>9,405,851</b>  | <b>1,037,700</b> | <b>749,600</b>   | <b>6,286,551</b> | <b>157,000</b> | <b>1,175,000</b> |           |
| SCHOOL STREET RECONSTRUCTION - REPLACE WATER LINES   | Water Distribution mains  | end of life replacement  | 638,200           | 638,200          | -                | -                | -              | -                | 22-21     |
| WATER MAIN UPGRADE - NORTHLANDS                      | Water Distribution mains  | upgrade to support growth  | 1,100,000         | -                | -                | 1,100,000        | -              | -                | 24-12     |
| FIRE HYDRANT REPLACEMENTS                            | Water hydrants            | annual budget to replace 3 per year                                      | 90,000            | 18,000           | 18,000           | 18,000           | 18,000         | 18,000           | 22-10     |
| WATER METER REPLACEMENTS                             | Water meters              | new development & replacement of broken met                              | 9,400             | 9,400            | -                | -                | -              | -                | 25-17     |
| WELL PUMP REPLACEMENT                                | Water Pumping equipment   | end of life replacement - part of 5 year plan                            | 50,000            | 25,000           | -                | -                | -              | 25,000           | 24-09     |
| WELL LEVEL SENSOR                                    | Water Pumping equipment   | replace broken sensor  | 9,000             | 9,000            | -                | -                | -              | -                | 25-02     |
| WATER RESERVOIR                                      | Water reservoir           | Year 2 - replace broken reservoir  | 4,287,376         | 4,038,176        | 249,200          | -                | -              | -                | 22-12-A   |
| WATER VALVE REPLACEMENT                              | Water services            | identify & replace curbstops to isolate leaks                            | 72,000            | -                | -                | 24,000           | 24,000         | 24,000           | 24-10     |
| CONNAUGHT AVE WATER LINE AND VALVES                  | Water transmission mains  | end of life replacement - 5 breaks in 3 months                           | 100,000           | 100,000          | -                | -                | -              | -                | 25-04     |
| CHLORINE SENSOR                                      | Water treatment equipmer  | replace broken sensor  | 4,500             | 4,500            | -                | -                | -              | -                | 25-03     |
| <b>TOTAL WATER</b>                                   |                           |  | <b>6,360,476</b>  | <b>4,842,276</b> | <b>267,200</b>   | <b>1,142,000</b> | <b>42,000</b>  | <b>67,000</b>    |           |
|  |                           |  | <b>15,766,327</b> | <b>5,879,976</b> | <b>1,016,800</b> | <b>7,428,551</b> | <b>199,000</b> | <b>1,242,000</b> |           |

# 5-Year Capital Plan Funding

For the Five Years from

2025/26

to

2029/30

| Project Name   | Unit  | Total             | Operating      | Grant            | Drawdown Reserves | (Repay) Reserves | Long-term Debt   | Other          | Project # |
|--|-------|-------------------|----------------|------------------|-------------------|------------------|------------------|----------------|-----------|
| COMMUNITY CENTRE & FIRE HALL                         | Town  | 6,251,551         | -              | 1,137,980        | 1,771,740         | -                | 3,044,051        | 297,780        | 22-06-A   |
| SIDEWALK REPLACEMENTS                                | Town  | 125,000           | -              | -                | 125,000           | -                | -                | -              | 22-14     |
| LIFT STATION PUMP REPLACEMENT                        | Town  | 40,000            | -              | -                | 40,000            | -                | -                | -              | 23-05     |
| FIRE HALL INSULATION                                 | Town  | 17,200            | -              | -                | 17,200            | -                | -                | -              | 24-15     |
| FIRE TRUCK BAY HEAT PUMP & BASEBOARD HEATERS         | Town  | 47,700            | -              | 23,850           | 23,850            | -                | -                | -              | 24-16     |
| FIRE PUMPER/TANKER                                   | Town  | 850,000           | -              | 525,000          | 325,000           | -                | -                | -              | 24-17     |
| SCBA AIR PACK REPLACEMENTS                           | Town  | 72,000            | -              | -                | 72,000            | -                | -                | -              | 24-18     |
| ROTATOR ASSEMBLY                                     | Town  | 3,700             | -              | -                | 3,700             | -                | -                | -              | 25-01     |
| UV SENSOR  | Town  | 4,500             | -              | -                | 4,500             | -                | -                | -              | 25-05     |
| FLAIL MOWER  | Town  | 15,000            | -              | -                | 15,000            | -                | -                | -              | 25-06     |
| PARKS BARN FENCE                                     | Town  | 17,000            | -              | -                | 17,000            | -                | -                | -              | 25-07     |
| SCHOOL ST LIFT STATION SUCTION LINE DOCK             | Town  | 15,000            | -              | -                | 15,000            | -                | -                | -              | 25-08     |
| CROSSWALK LIGHTS                                     | Town  | 82,500            | -              | 41,250           | 33,000            | -                | -                | 8,250          | 25-09     |
| FIRE TRUCK BAY INSULATION, LIGHTING, WALLS & CEILING | Town  | 65,700            | -              | -                | 65,700            | -                | -                | -              | 25-10     |
| FIRE TRUCK BAY INSULATION, LIGHTING, WALLS & CEILING | Town  | 87,000            | -              | -                | 87,000            | -                | -                | -              | 25-11     |
| FIRE DEPT UTILITY TRUCK                              | Town  | 125,000           | -              | -                | -                 | -                | -                | 125,000        | 25-12     |
| FIRE DEPT TANKER TRUCK                               | Town  | 850,000           | -              | 380,000          | -                 | -                | 470,000          | -              | 25-14     |
| TOWN HALL RENOVATIONS                                | Town  | 372,000           | -              | -                | 372,000           | -                | -                | -              | 25-15     |
| STP PUMP REPLACEMENT                                 | Town  | 15,000            | -              | -                | 15,000            | -                | -                | -              | 25-16     |
| ACCOUNTING SOFTWARE                                  | Town  | 350,000           | 350,000        | -                | -                 | -                | -                | -              | 25-18     |
| <b>TOTAL TOWN</b>                                    |       | <b>9,405,851</b>  | <b>350,000</b> | <b>2,108,080</b> | <b>3,002,690</b>  | <b>-</b>         | <b>3,514,051</b> | <b>431,030</b> |           |
| FIRE HYDRANT REPLACEMENTS                            | Water | 90,000            | -              | -                | 90,000            | -                | -                | -              | 22-10     |
| WATER RESERVOIR                                      | Water | 4,287,376         | -              | -                | 2,648,385         | -                | 1,638,991        | -              | 22-12-A   |
| SCHOOL STREET RECONSTRUCTION - REPLACE WATER LINES   | Water | 638,200           | 119,000        | 259,600          | 259,600           | -                | -                | -              | 22-21     |
| WELL PUMP REPLACEMENT                                | Water | 50,000            | -              | -                | 50,000            | -                | -                | -              | 24-09     |
| WATER VALVE REPLACEMENT                              | Water | 72,000            | -              | -                | 72,000            | -                | -                | -              | 24-10     |
| WATER MAIN UPGRADE - NORTHLANDS                      | Water | 1,100,000         | -              | -                | -                 | -                | 1,100,000        | -              | 24-12     |
| WELL LEVEL SENSOR                                    | Water | 9,000             | -              | -                | 9,000             | -                | -                | -              | 25-02     |
| CHLORINE SENSOR                                      | Water | 4,500             | -              | -                | 4,500             | -                | -                | -              | 25-03     |
| CONNAUGHT AVE WATER LINE AND VALVES                  | Water | 100,000           | 100,000        | -                | -                 | -                | -                | -              | 25-04     |
| WATER METER REPLACEMENTS                             | Water | 9,400             | -              | -                | 9,400             | -                | -                | -              | 25-17     |
| <b>TOTAL WATER</b>                                   |       | <b>6,360,476</b>  | <b>219,000</b> | <b>259,600</b>   | <b>3,142,885</b>  | <b>-</b>         | <b>2,738,991</b> | <b>-</b>       |           |
|  |       | <b>15,766,327</b> | <b>569,000</b> | <b>2,367,680</b> | <b>6,145,575</b>  | <b>-</b>         | <b>6,253,042</b> | <b>431,030</b> |           |

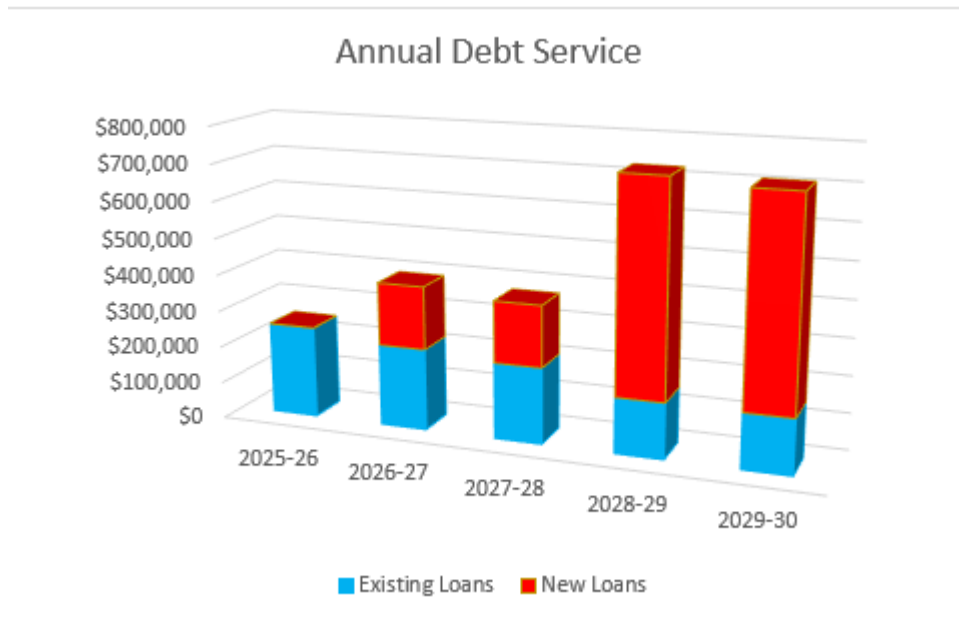
# 5-Year Capital Plan - Changes from 2024/25

- Additions – 2025/26 \$137.7k:
  - Parks barn fence \$17k
  - Dock \$82.5k
  - Flail mower \$15k
  - Rotator assembly \$3.7k
  - UV sensor \$4.5k
  - STP Pump replacement \$15k
- Additions – other years \$1.8m:
  - Crosswalk lights \$65.7k
  - Fire Truck bay insulation \$87.5k
  - Town hall renovations \$372k
  - Accounting software \$350k
  - Fire Utility truck \$125k
  - Fire Tanker truck \$850k
- Deletions:
  - Completed 2024/25 projects
  - Removed Recreation vehicle in 2026/27-\$50k
- Other Changes:
  - Increased Fire Pumper/ Tanker cost by \$150k
  - Shifted SCBA Air Pack Replacements to 2028/29 and increased cost by \$42k

# 5-Year Capital Budget Changes from 2024/25 - Water

- Additions \$22.9k:
  - Water meters \$9.4k
  - Well level sensor \$9k
  - Chlorine sensor \$4.5k
- Deletions:
  - Completed 2024/25 projects
- Other Changes:
  - Shifted School St Waterline project to 2025/26, and decreased cost by \$37k based on tender results
  - Well pump #3 was deferred from Prior year to current year
  - Shifted Reservoir \$189.9k of costs from prior year to current year
  - Shifted Water main upgrade – Northlands from 2026/27 to 2027/28

# Budget Impact on Debt Service



- Current debt service is approximately \$249k per year
- In 2026/27, debt service for reservoir adds \$170k and the firehall/community centre adds close to \$400k per year in 2028/29

# 5-Year Capital Plan: Impact on Financial Condition Indicators (FCI's)

| Financial Condition Indicators Affected by Capital Budget    |      | Forecast 24/25 | 25/26        | 26/27        | 27/28        | 28/29        | 29/30        | Indicator Thresholds |
|--|------|----------------|--------------|--------------|--------------|--------------|--------------|----------------------|
| Operating Reserve  | =A/B | 24.7%          | 21.7%        | 21.5%        | 22.2%        | 20.8%        | 21.4%        | >20% 10%-20% <10%    |
| Accumulated Surplus (Deficit) - General Operating Reserve    | A    | \$ 1,039,683   | \$ 1,011,927 | \$ 998,705   | \$ 1,026,170 | \$ 982,389   | \$ 1,009,405 |                      |
| Total Expenses   | B    | \$ 4,206,206   | \$ 4,669,002 | \$ 4,642,271 | \$ 4,615,405 | \$ 4,723,692 | \$ 4,723,692 |                      |
| Debt Service Cost  | =C/D | 5.8%           | 6.4%         | 5.9%         | 5.5%         | 11.8%        | 11.6%        | < 10% 10%-15% >15%   |
| Total principal & interest                                   | C    | 226,860        | 250,193      | 229,124      | 213,826      | 461,772      | 452,398      |                      |
| Total Revenue less conditional transfers                     | D    | 3,909,795      | 3,909,795    | 3,909,795    | 3,909,795    | 3,909,795    | 3,909,795    |                      |
| Undepreciated Assets (estimated)                             | =E/F | 45.6%          | 45.6%        | 45.0%        | 55.2%        | 53.6%        | 53.6%        | <25% 25%-50% >50%    |
| Total Net book value of General capital assets including WIP | E    | 9,264,375      | 9,752,589    | 9,952,703    | 15,689,768   | 15,297,282   | 15,922,796   |                      |
| Total Gross cost of General capital assets including WIP     | F    | 20,326,698     | 21,364,398   | 22,113,998   | 28,400,549   | 28,557,549   | 29,732,549   |                      |
| Combined Reserves (Operating & Capital)                      | =G/B | 48.5%          | 41.8%        | 40.9%        | 43.3%        | 43.0%        | 45.3%        | >40% 30%-40% <30%    |
| Combined Reserves  | G    | 2,038,693.02   | 1,950,859.61 | 1,896,950.98 | 1,999,117.14 | 2,032,092.86 | 2,137,975.41 |                      |



# Section 7

## Capital Project Sheets

**Project Name: COMMUNITY CENTRE & FIRE HALL**

Project # 22-06-A

Department: Administration Unit: Town Asset Class Buildings

Type of Asset: New & replacement Reason: Other Expected Useful Life: 40 years

**Project Description:** Construct new firehall and community centre. Costs to date \$394k for land, design, tender, etc. Future costs: Construction - lowest bid \$5.8 million, \$108k lost construction supervision, \$20k furniture & fixtures, Environmental Assessment and Aboriginal Consultation before any sitework begins - estimate \$15k. \$257k HST on future costs at 4.29% Project total now \$6.6 million.

**Need for Project:** Improve access to firetrucks during emergencies. Provide community centre meeting space and comfort centre.

**Project Funding:** Federal portion - \$1,137,980 ICIP grant, plus \$1,771,740 drawdown of Community Centre/Fire Hall Reserve, plus \$265,057 from Volunteer Fire Dept fundraising and borrow remaining \$3 million from Municipal Finance Corporation financed over 20 years at 5%

**Carry-over Project:** Approximately \$394,000 spent to date on engineering and design in preparation for tender, including \$142,000 for land, which will eventually be funded from the Debenture

**Additional Operating Expense:** Estimate 1% of capital cost for maintenance

|                                 | Total up to      | Budgeted for   | Total up to      | New Spending   |                |                  |                |                | Total            | Project Total        |
|---------------------------------|------------------|----------------|------------------|----------------|----------------|------------------|----------------|----------------|------------------|----------------------|
|                                 | 3/31/2024        | 2024/25        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28          | 2028/29        | 2029/30        |                  |                      |
| <b>Annual Operating Impact:</b> |                  |                |                  |                |                |                  |                |                |                  |                      |
| Operating Expenses              | -                | -              | -                | -              | -              | -                | -              | -              | -                | -                    |
| Interest expense                | -                | -              | -                | -              | -              | 152,203          | 152,203        | 152,203        | 456,608          | 456,608              |
| Interest expense - interfund    | -                | -              | -                | -              | -              | -                | -              | -              | -                | -                    |
| Depreciation expense            | -                | -              | -                | -              | -              | 156,289          | 156,289        | 156,289        | 468,866          | 468,866              |
| Loan principal                  | -                | -              | -                | -              | -              | 152,203          | 152,203        | 152,203        | 456,608          | 456,608              |
| Loan principal - interfund      | -                | -              | -                | -              | -              | -                | -              | -              | -                | -                    |
| <b>Total Operating Impact</b>   | -                | -              | -                | -              | -              | 460,694          | 460,694        | 460,694        | 1,382,082        | 1,382,082            |
|                                 |                  |                |                  |                |                |                  |                |                |                  | <b>Project Total</b> |
| <b>Capital Budget:</b>          | <b>3/31/2024</b> | <b>2024/25</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b>   | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b>     | <b>Project Total</b> |
| Capital cost                    | 394,224          | -              | 394,224          | -              | -              | 6,251,551        | -              | -              | 6,251,551        | 6,645,775            |
| <b>Funding:</b>                 |                  |                |                  |                |                |                  |                |                |                  | -                    |
| Operating                       | -                | -              | -                | -              | -              | -                | -              | -              | -                | -                    |
| Grants                          | -                | -              | -                | -              | -              | 1,137,980        | -              | -              | 1,137,980        | 1,137,980            |
| Drawdown Reserves               | -                | -              | -                | -              | -              | 1,771,740        | -              | -              | 1,771,740        | 1,771,740            |
| Borrow from Reserves            | 394,224          | -              | 394,224          | -              | -              | -                | -              | -              | -                | 394,224              |
| Long-term debt                  | -                | -              | -                | -              | -              | 3,044,051        | -              | -              | 3,044,051        | 3,044,051            |
| Other                           | -                | -              | -                | -              | -              | 297,780          | -              | -              | 297,780          | 297,780              |
| <b>Total funding</b>            | <b>394,224</b>   | <b>-</b>       | <b>394,224</b>   | <b>-</b>       | <b>-</b>       | <b>6,251,551</b> | <b>-</b>       | <b>-</b>       | <b>6,251,551</b> | <b>6,645,775</b>     |

**Project Name: FIRE HYDRANT REPLACEMENTS**

Project # 22-10

**Department:** Water      **Unit:** Water      **Asset Class:** Water hydrants  
**Type of Asset:** Replacement      **Reason:** End of life asset replacement      **Expected Useful Life:** 75 years

**Project Description:** Replace 3 hydrants per year at approximately \$6,000 each (\$18,000 total per year), including the hydrant, concrete, gravel and labour

**Need for Project:** Broken hydrants need to be replaced to ensure they are operable in the event of a fire. Leaking hydrants need to be replaced to minimize the loss of potable water.

**Project Funding:** Fund from Water Depreciation Reserve

**Carry-over Project:** In 2023/24 1 hydrant was replaced at a cost of \$3,270. In 2024/25, 2 hydrants were replaced at \$8,040.

**Additional Operating Expense:** n/a

| Annual Operating Impact:      | Total up to      | Budgeted for   | Total up to      | New Spending   |                |                |                |                | Total         | Project              |
|-------------------------------|------------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|---------------|----------------------|
|                               | 3/31/2024        | 2024/25        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |               | Total                |
| Operating Expenses            | -                | -              | -                | -              | -              | -              | -              | -              | -             | -                    |
| Interest expense              | -                | -              | -                | -              | -              | -              | -              | -              | -             | -                    |
| Interest expense - interfund  | -                | -              | -                | -              | -              | -              | -              | -              | -             | -                    |
| Depreciation expense          | -                | -              | -                | 391            | 631            | 871            | 1,111          | 1,351          | 4,354         | 4,354                |
| Loan principal                | -                | -              | -                | -              | -              | -              | -              | -              | -             | -                    |
| Loan principal - interfund    | -                | -              | -                | -              | -              | -              | -              | -              | -             | -                    |
| <b>Total Operating Impact</b> | -                | -              | -                | 391            | 631            | 871            | 1,111          | 1,351          | 4,354         | 4,354                |
| <b>Capital Budget:</b>        | <b>3/31/2024</b> | <b>2024/25</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b>  | <b>Project Total</b> |
| Capital cost                  | 3,270            | 8,040          | 11,310           | 18,000         | 18,000         | 18,000         | 18,000         | 18,000         | 90,000        | 101,310              |
| <b>Funding:</b>               |                  |                |                  |                |                |                |                |                |               |                      |
| Operating                     | -                | -              | -                | -              | -              | -              | -              | -              | -             | -                    |
| Grants                        | -                | -              | -                | -              | -              | -              | -              | -              | -             | -                    |
| Drawdown Reserves             | 3,270            | 8,040          | 11,310           | 18,000         | 18,000         | 18,000         | 18,000         | 18,000         | 90,000        | 101,310              |
| Borrow from Reserves          | -                | -              | -                | -              | -              | -              | -              | -              | -             | -                    |
| Long-term debt                | -                | -              | -                | -              | -              | -              | -              | -              | -             | -                    |
| Other                         | -                | -              | -                | -              | -              | -              | -              | -              | -             | -                    |
| <b>Total funding</b>          | <b>3,270</b>     | <b>8,040</b>   | <b>11,310</b>    | <b>18,000</b>  | <b>18,000</b>  | <b>18,000</b>  | <b>18,000</b>  | <b>18,000</b>  | <b>90,000</b> | <b>101,310</b>       |

**Project Name: WATER RESERVOIR**

**Project # 22-12-A**

**Department:** Water                      **Unit:** Water                      **Asset Class** Water reservoir

**Type of Asset:** New & replacement    **Reason:** Critical level of service                      **Expected Useful Life:** 75 years

**Project Description:** Replace existing water reservoir over 2 year construction period at an estimated total cost of \$5,650,763, including \$249k estimated cost of decommission existing reservoir once the new system is operational. YR1 siteworks, yard-piping, zone building & engineering supervision. YR2 reservoir, pump station & engineering supervision. YR3 decommission old structure

**Need for Project:** Existing reservoir has been leaking treated water for many years and is not repairable. The water level cannot be maintained high enough to support most emergency and peak use requirements. There is a risk of catastrophic failure.

**Project Funding:** \$3,465,052 in grants (MCGP & SSGF), plus \$524,262 additional operating revenue since 2018 rate study, all in the Reservoir Reserve, and additional interest and revenue to be added in 2024/25 & 2025/26 and Borrow the balance from MFC over 20 years at estimated 5% per annum.

**Carry-over Project:** The Town has spent \$356k on engineering and design work for this project, plus \$60k for land. Funding was from Gas Tax, PCAP grant, Depreciation Reserve, Surplus and \$123k of future debt. In 2024/25, approximately \$1m of the \$1.55m budget had been spent as of 2/25.

**Additional Operating Expense:** Net Water Revenue in 2024/25 is only forecast at \$200,000. The Utility cannot fund the debt service and depreciation expense, without a significant increase in Water Rates. A Water Rate Study has been submitted to the UARB.

|                                 | Total up to      | Budgeted for   | Total up to      | New Spending   |                |                |                |                | Total        | Project Total        |
|---------------------------------|------------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|--------------|----------------------|
|                                 | 3/31/2024        | 2024/25        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |              |                      |
| <b>Annual Operating Impact:</b> |                  |                |                  |                |                |                |                |                |              |                      |
| Operating Expenses              | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense                | -                | -              | -                | 81,950         | 81,950         | 81,950         | 81,950         | 81,950         | 409,748      | 409,748              |
| Interest expense - interfund    | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Depreciation expense            | -                | -              | -                | -              | 148,201        | 148,201        | 148,201        | 148,201        | 592,804      | 592,804              |
| Loan principal                  | -                | -              | -                | 81,950         | 81,950         | 81,950         | 81,950         | 81,950         | 409,748      | 409,748              |
| Loan principal - interfund      | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total Operating Impact</b>   | -                | -              | -                | 163,899        | 312,100        | 312,100        | 312,100        | 312,100        | 1,412,300    | 1,412,300            |
|                                 |                  |                |                  |                |                |                |                |                |              | <b>Project Total</b> |
| <b>Capital Budget:</b>          | <b>3/31/2024</b> | <b>2024/25</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b> |                      |
| Capital cost                    | 404,911          | 958,476        | 1,363,387        | 4,038,176      | 249,200        | -              | -              | -              | 4,287,376    | 5,650,763            |
| <b>Funding:</b>                 |                  |                |                  |                |                |                |                |                |              |                      |
| Operating                       | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Grants                          | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Drawdown Reserves               | 404,911          | 958,476        | 1,363,387        | 2,399,185      | 249,200        | -              | -              | -              | 2,648,385    | 4,011,772            |
| Borrow from Reserves            | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Long-term debt                  | -                | -              | -                | 1,638,991      | -              | -              | -              | -              | 1,638,991    | 1,638,991            |
| Other                           | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total funding</b>            | 404,911          | 958,476        | 1,363,387        | 4,038,176      | 249,200        | -              | -              | -              | 4,287,376    | 5,650,763            |

**Project Name: SIDEWALK REPLACEMENTS**

Project # 22-14

**Department:** Roads                      **Unit:** Town                      **Asset Class** Sidewalks  
**Type of Asset:** Replacement                      **Reason:** End of life asset replacement                      **Expected Useful Life:** 25 years

**Project Description:** Replace a section of sidewalk each year. In 2025/26 replace Main St sections one near Bruce Motors and one near Tim Hortons

**Need for Project:** End-of-life issues with cracking, uneven sections that pose trip hazard, and any adjustments to curbs to improve accessibility. Broken and uneven sections increase wear and tear on the Trackless and reduce it's lifespan

**Project Funding:** Drawdown CCBF (Gas Tax) Reserve

**Carry-over Project** In 2024/25 the Town replaced several sections of sidewalk for a total of \$12,632, and in 2023/24 spent \$13,873.

**Additional Operating Expense** n/a

| Annual Operating Impact:      | Total up to      | Budgeted for   | Total up to      | New Spending   |                |                |                |                | Total          | Project Total        |
|-------------------------------|------------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------------|
|                               | 3/31/2024        | 2024/25        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |                |                      |
| Operating Expenses            | -                | -              | -                | -              | -              | -              | -              | -              | -              | -                    |
| Interest expense              | -                | -              | -                | -              | -              | -              | -              | -              | -              | -                    |
| Interest expense - interfund  | -                | -              | -                | -              | -              | -              | -              | -              | -              | -                    |
| Depreciation expense          | -                | -              | -                | 2,060          | 3,060          | 4,060          | 5,060          | 6,060          | 20,301         | 20,301               |
| Loan principal                | -                | -              | -                | -              | -              | -              | -              | -              | -              | -                    |
| Loan principal - interfund    | -                | -              | -                | -              | -              | -              | -              | -              | -              | -                    |
| <b>Total Operating Impact</b> | -                | -              | -                | 2,060          | 3,060          | 4,060          | 5,060          | 6,060          | 20,301         | 20,301               |
| <b>Capital Budget:</b>        | <b>3/31/2024</b> | <b>2024/25</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b>   | <b>Project Total</b> |
| Capital cost                  | 13,873           | 12,632         | 26,505           | 25,000         | 25,000         | 25,000         | 25,000         | 25,000         | 125,000        | 151,505              |
| Funding:                      |                  |                |                  |                |                |                |                |                |                |                      |
| Operating                     | -                | -              | -                | -              | -              | -              | -              | -              | -              | -                    |
| Grants                        | -                | -              | -                | -              | -              | -              | -              | -              | -              | -                    |
| Drawdown Reserves             | 13,873           | 12,632         | 26,505           | 25,000         | 25,000         | 25,000         | 25,000         | 25,000         | 125,000        | 151,505              |
| Borrow from Reserves          | -                | -              | -                | -              | -              | -              | -              | -              | -              | -                    |
| Long-term debt                | -                | -              | -                | -              | -              | -              | -              | -              | -              | -                    |
| Other                         | -                | -              | -                | -              | -              | -              | -              | -              | -              | -                    |
| <b>Total funding</b>          | <b>13,873</b>    | <b>12,632</b>  | <b>26,505</b>    | <b>25,000</b>  | <b>25,000</b>  | <b>25,000</b>  | <b>25,000</b>  | <b>25,000</b>  | <b>125,000</b> | <b>151,505</b>       |

**Project Name: SCHOOL STREET RECONSTRUCTION - REPLACE WATER LINES**

Project # 22-21

**Department:** Water                      **Unit:** Water                      **Asset Class:** Water Distribution mains  
**Type of Asset:** Replacement                      **Reason:** End of life asset replacement                      **Expected Useful Life:** 75 years

**Project Description:** Replace 380m water distribution lines along School Street. Designed in 24/25, tender and construct in 25/26

**Need for Project:** Waterlines were installed over 50 years ago and there have been 8 watermain breaks on School Street in the past 18 months, several of which required the high school to close for health and safety reasons. There are 3 different pipe diameters which results in water pressure issues and which limit both residential and commercial development here.

**Project Funding:** PCAP grant \$259k, Water Depreciation Reserve \$ and Water Operating Surplus. If PCAP grant not received, then equivalent amount from Water Operating Surplus

**Carry-over Project:** n/a

**Additional Operating Expense:** n/a

|                                 | Total up to      | Budgeted for   | Total up to      | New Spending   |                |                |                |                | Total        | Project              |
|---------------------------------|------------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|--------------|----------------------|
|                                 | 3/31/2024        | 2024/25        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |              | Total                |
| <b>Annual Operating Impact:</b> |                  |                |                  |                |                |                |                |                |              |                      |
| Operating Expenses              | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense - interfund    | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Depreciation expense            | -                | -              | -                | 8,509          | 8,509          | 8,509          | 8,509          | 8,509          | 42,547       | 42,547               |
| Loan principal                  | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Loan principal - interfund      | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total Operating Impact</b>   | -                | -              | -                | 8,509          | 8,509          | 8,509          | 8,509          | 8,509          | 42,547       | 42,547               |
|                                 |                  |                |                  |                |                |                |                |                |              |                      |
| <b>Capital Budget:</b>          | <b>3/31/2024</b> | <b>2024/25</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b> | <b>Project Total</b> |
| Capital cost                    | -                | 23,200         | 23,200           | 638,200        | -              | -              | -              | -              | 638,200      | 661,400              |
| <b>Funding:</b>                 |                  |                |                  |                |                |                |                |                |              |                      |
| Operating                       | -                | -              | -                | 119,000        | -              | -              | -              | -              | 119,000      | 119,000              |
| Grants                          | -                | -              | -                | 259,600        | -              | -              | -              | -              | 259,600      | 259,600              |
| Drawdown Reserves               | -                | 23,200         | 23,200           | 259,600        | -              | -              | -              | -              | 259,600      | 282,800              |
| Borrow from Reserves            | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Long-term debt                  | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Other                           | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total funding</b>            | -                | 23,200         | 23,200           | 638,200        | -              | -              | -              | -              | 638,200      | 661,400              |

**Project Name: LIFT STATION PUMP REPLACEMENT**

**Project # 23-05**

**Department:** Sewer      **Unit:** Town      **Asset Class** Sewer lift stations  
**Type of Asset:** Replacement      **Reason:** End of life asset replacement      **Expected Useful Life:** 25 years

**Project Description:** Program to replace 1 pump per year at 3 of the 5 lift stations, with compatible pumps for the above-ground lift stations. Each lift station has 2 pumps. We purchased one pump in 2023/24 and another in 2024/25.

**Need for Project:** 6 of the 10 lift station pumps are several years past the end of their expected useful lives. Pumps take more than a year for manufacture and delivery, so need compatible pumps in case of pump failure, and need to have compatible spare parts on hand.

**Project Funding:** Fund from CCBF (Gas Tax) Reserve

**Carry-over Project:** This was a phased project, with budgeted spending over 6 years. Two years have been completed, leaving 4 remaining.

**Additional Operating Expense:** n/a

| Annual Operating Impact:      | Total up to      | Budgeted for   | Total up to      | New Spending   |                |                |                |                | Total         | Project Total        |
|-------------------------------|------------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|---------------|----------------------|
|                               | 3/31/2024        | 2024/25        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |               |                      |
| Operating Expenses            | -                | -              | -                | -              | -              | -              | -              | -              | -             | -                    |
| Interest expense              | -                | -              | -                | -              | -              | -              | -              | -              | -             | -                    |
| Interest expense - interfund  | -                | -              | -                | -              | -              | -              | -              | -              | -             | -                    |
| Depreciation expense          | -                | -              | -                | 1,070          | 1,470          | 1,870          | 2,270          | 2,270          | 8,952         | 8,952                |
| Loan principal                | -                | -              | -                | -              | -              | -              | -              | -              | -             | -                    |
| Loan principal - interfund    | -                | -              | -                | -              | -              | -              | -              | -              | -             | -                    |
| <b>Total Operating Impact</b> | -                | -              | -                | 1,070          | 1,470          | 1,870          | 2,270          | 2,270          | 8,952         | 8,952                |
| <b>Capital Budget:</b>        | <b>3/31/2024</b> | <b>2024/25</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b>  | <b>Project Total</b> |
| Capital cost                  | 8,265            | 8,495          | 16,760           | 10,000         | 10,000         | 10,000         | 10,000         | -              | 40,000        | 56,760               |
| <b>Funding:</b>               |                  |                |                  |                |                |                |                |                |               |                      |
| Operating                     | -                | -              | -                | -              | -              | -              | -              | -              | -             | -                    |
| Grants                        | -                | -              | -                | -              | -              | -              | -              | -              | -             | -                    |
| Drawdown Reserves             | 8,265            | 8,495          | 16,760           | 10,000         | 10,000         | 10,000         | 10,000         | -              | 40,000        | 56,760               |
| Borrow from Reserves          | -                | -              | -                | -              | -              | -              | -              | -              | -             | -                    |
| Long-term debt                | -                | -              | -                | -              | -              | -              | -              | -              | -             | -                    |
| Other                         | -                | -              | -                | -              | -              | -              | -              | -              | -             | -                    |
| <b>Total funding</b>          | <b>8,265</b>     | <b>8,495</b>   | <b>16,760</b>    | <b>10,000</b>  | <b>10,000</b>  | <b>10,000</b>  | <b>10,000</b>  | <b>-</b>       | <b>40,000</b> | <b>56,760</b>        |

**Project Name: WELL PUMP REPLACEMENT**

Project # 24-09

**Department:** Water      **Unit:** Water      **Asset Class** Water Pumping equipment

**Type of Asset:** Replacement      **Reason:** Critical level of service      **Expected Useful Life:** 20 years

**Project Description:** Replace pump in Well #3. Well #2 was replaced in 2023/24, and Well #1 should be replaced in 4 to 5 years. This will coincide with well cleaning which is part of the operational budget.

**Need for Project:** See RFD039-2023. The pump in Well #3 was determined to have been installed in 1993, making it more than 30 years old. The pump in well #1 was replaced sometime in the past 15 years, and a replacement should be planned within the next 5 years. It is important to keep all pumps operational in the event one of the wells or pumps fails.

**Project Funding:** Drawdown Water Depreciation Reserve

**Carry-over Project** Well pump #2 was replaced in 2023/24. Well Pump #3 was budgeted to be replaced in 2024/25 but project was deferred to 2025/26.

**Additional Operating Expense** When the pump is replaced, the well needs to be cleaned at the same time, at an estimated cost of \$40,000

|                                 | Total up to | Budgeted for | Total up to | New Spending |         |         |         |         | Total  | Project        |
|---------------------------------|-------------|--------------|-------------|--------------|---------|---------|---------|---------|--------|----------------|
|                                 | 3/31/2024   | 2024/25      | 3/31/2025   | 2025/26      | 2026/27 | 2027/28 | 2028/29 | 2029/30 |        | Total          |
| <b>Annual Operating Impact:</b> |             |              |             |              |         |         |         |         |        |                |
| Operating Expenses              | -           | -            | -           | 40,000       | -       | -       | -       | 40,000  | 80,000 | 80,000         |
| Interest expense                | -           | -            | -           | -            | -       | -       | -       | -       | -      | -              |
| Interest expense - interfund    | -           | -            | -           | -            | -       | -       | -       | -       | -      | -              |
| Depreciation expense            | -           | -            | -           | 2,348        | 2,348   | 2,348   | 2,348   | 3,598   | 12,991 | 12,991         |
| Loan principal                  | -           | -            | -           | -            | -       | -       | -       | -       | -      | -              |
| Loan principal - interfund      | -           | -            | -           | -            | -       | -       | -       | -       | -      | -              |
| <b>Total Operating Impact</b>   | -           | -            | -           | 42,348       | 2,348   | 2,348   | 2,348   | 43,598  | 92,991 | 92,991         |
| <b>Capital Budget:</b>          |             |              |             |              |         |         |         |         |        | <b>Project</b> |
| Capital cost                    | 21,965      | -            | 21,965      | 25,000       | -       | -       | -       | 25,000  | 50,000 | 71,965         |
| <b>Funding:</b>                 |             |              |             |              |         |         |         |         |        |                |
| Operating                       | -           | -            | -           | -            | -       | -       | -       | -       | -      | -              |
| Grants                          | -           | -            | -           | -            | -       | -       | -       | -       | -      | -              |
| Drawdown Reserves               | 21,965      | -            | 21,965      | 25,000       | -       | -       | -       | 25,000  | 50,000 | 71,965         |
| Borrow from Reserves            | -           | -            | -           | -            | -       | -       | -       | -       | -      | -              |
| Long-term debt                  | -           | -            | -           | -            | -       | -       | -       | -       | -      | -              |
| Other                           | -           | -            | -           | -            | -       | -       | -       | -       | -      | -              |
| <b>Total funding</b>            | 21,965      | -            | 21,965      | 25,000       | -       | -       | -       | 25,000  | 50,000 | 71,965         |

**Project Name: WATER VALVE REPLACEMENT**

Project # 24-10

Department: Water Unit: Water Asset Class Water services

Type of Asset: Replacement Reason: Health & Safety Expected Useful Life: 50 years

Project Description: Replace 3 water valves each year for the next 5 years, at a cost of \$24,000 per year including the valve, concrete/gravel/asphalt and labour.

Need for Project: Some valves are broken and don't work. Valves are necessary to be able to turn off water to customer premises in the event of a leak.

Project Funding: Drawdown Water Depreciation Reserve

Carry-over Project n/a

Additional Operating Expense n/a

| Annual Operating Impact:      | Total up to      | Budgeted for   | Total up to      | New Spending   |                |                |                |                | Total        | Project Total        |
|-------------------------------|------------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|--------------|----------------------|
|                               | 3/31/2024        | 2024/25        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |              |                      |
| Operating Expenses            | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense              | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense - interfund  | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Depreciation expense          | -                | -              | -                | -              | -              | 480            | 960            | 1,440          | 2,880        | 2,880                |
| Loan principal                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Loan principal - interfund    | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total Operating Impact</b> | -                | -              | -                | -              | -              | 480            | 960            | 1,440          | 2,880        | 2,880                |
| <b>Capital Budget:</b>        | <b>3/31/2024</b> | <b>2024/25</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b> | <b>Project Total</b> |
| Capital cost                  | -                | -              | -                | -              | -              | 24,000         | 24,000         | 24,000         | 72,000       | 72,000               |
| Funding:                      |                  |                |                  |                |                |                |                |                |              |                      |
| Operating                     | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Grants                        | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Drawdown Reserves             | -                | -              | -                | -              | -              | 24,000         | 24,000         | 24,000         | 72,000       | 72,000               |
| Borrow from Reserves          | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Long-term debt                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Other                         | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total funding</b>          | -                | -              | -                | -              | -              | 24,000         | 24,000         | 24,000         | 72,000       | 72,000               |

**Project Name: WATER MAIN UPGRADE - NORTHLANDS**

Project # 24-12

Department: Water Unit: Water Asset Class Water Distribution mains

Type of Asset: Replacement Reason: Health & Safety Expected Useful Life: 75 years

Project Description: Upgrade 800m of watermain to service new development

Need for Project: Increase diameter and replace old watermain to provide water and fireflow service to new development.

Project Funding: Long-term debt

Carry-over Project n/a

Additional Operating Expense n/a

| Annual Operating Impact:      | Total up to      | Budgeted for   | Total up to      | New Spending   |                |                |                |                | Total        | Project              |
|-------------------------------|------------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|--------------|----------------------|
|                               | 3/31/2024        | 2024/25        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |              | Total                |
| Operating Expenses            | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense              | -                | -              | -                | -              | -              | 55,000         | 55,000         | 55,000         | 165,000      | 165,000              |
| Interest expense - interfund  | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Depreciation expense          | -                | -              | -                | -              | -              | 14,667         | 14,667         | 14,667         | 44,000       | 44,000               |
| Loan principal                | -                | -              | -                | -              | -              | 55,000         | 55,000         | 55,000         | 165,000      | 165,000              |
| Loan principal - interfund    | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total Operating Impact</b> | -                | -              | -                | -              | -              | 124,667        | 124,667        | 124,667        | 374,000      | 374,000              |
| <b>Capital Budget:</b>        | <b>3/31/2024</b> | <b>2024/25</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b> | <b>Project Total</b> |
| Capital cost                  | -                | -              | -                | -              | -              | 1,100,000      | -              | -              | 1,100,000    | 1,100,000            |
| Funding:                      |                  |                |                  |                |                |                |                |                |              |                      |
| Operating                     | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Grants                        | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Drawdown Reserves             | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Borrow from Reserves          | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Long-term debt                | -                | -              | -                | -              | -              | 1,100,000      | -              | -              | 1,100,000    | 1,100,000            |
| Other                         | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total funding</b>          | -                | -              | -                | -              | -              | 1,100,000      | -              | -              | 1,100,000    | 1,100,000            |

**Project Name: FIRE TRUCK BAY HEAT PUMP & BASEBOARD HEATERS**

Project # 24-16

Department: Fire Unit: Town Asset Class Heavy equipment

Type of Asset: New Reason: Health & Safety Expected Useful Life: 10 years

Project Description: Replace oil furnace with Heat pump and electric baseboard heaters

Need for Project: Provide cooling in summer, reduce carbon footprint, eliminate need to replace 15-year old oil tank

Project Funding: 50% General Operating Reserve, and 50% Efficiency Nova Scotia Grant

Carry-over Project n/a

Additional Operating Expense n/a

| Annual Operating Impact:      | Total up to      | Budgeted for   | Total up to      | New Spending   |                |                |                |                | Total        | Project        |
|-------------------------------|------------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|--------------|----------------|
|                               | 3/31/2024        | 2024/25        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |              | Total          |
| Operating Expenses            | -                | -              | -                | -              | -              | -              | -              | -              | -            | -              |
| Interest expense              | -                | -              | -                | -              | -              | -              | -              | -              | -            | -              |
| Interest expense - interfund  | -                | -              | -                | -              | -              | -              | -              | -              | -            | -              |
| Depreciation expense          | -                | -              | -                | -              | 4,770          | 4,770          | 4,770          | 4,770          | 19,080       | 19,080         |
| Loan principal                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -              |
| Loan principal - interfund    | -                | -              | -                | -              | -              | -              | -              | -              | -            | -              |
| <b>Total Operating Impact</b> | -                | -              | -                | -              | 4,770          | 4,770          | 4,770          | 4,770          | 19,080       | 19,080         |
| <b>Capital Budget:</b>        | <b>3/31/2024</b> | <b>2024/25</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b> | <b>Project</b> |
| Capital cost                  | -                | -              | -                | -              | 47,700         | -              | -              | -              | 47,700       | 47,700         |
| <b>Funding:</b>               |                  |                |                  |                |                |                |                |                |              |                |
| Operating                     | -                | -              | -                | -              | -              | -              | -              | -              | -            | -              |
| Grants                        | -                | -              | -                | -              | 23,850         | -              | -              | -              | 23,850       | 23,850         |
| Drawdown Reserves             | -                | -              | -                | -              | 23,850         | -              | -              | -              | 23,850       | 23,850         |
| Borrow from Reserves          | -                | -              | -                | -              | -              | -              | -              | -              | -            | -              |
| Long-term debt                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -              |
| Other                         | -                | -              | -                | -              | -              | -              | -              | -              | -            | -              |
| <b>Total funding</b>          | -                | -              | -                | -              | 47,700         | -              | -              | -              | 47,700       | 47,700         |

**Project Name: FIRE PUMPER/TANKER**

Project # 24-17

Department: Fire Unit: Town Asset Class Vehicles

Type of Asset: Replacement Reason: End of life asset replacement Expected Useful Life: 10 years

Project Description: Replace 34 year-old pumper/tanker. Lead time 18 to 24 months

Need for Project: Pumper has required numerous repairs. The electrical system is experiencing issues, and the vehicle is not reliable

Project Funding: Capital grant - County of Annapolis \$525k and \$325k CCBF (formerly Gas Tax)

Carry-over Project n/a

Additional Operating Expense n/a

| Annual Operating Impact:      | Total up to      | Budgeted for   | Total up to      | New Spending   |                |                |                |                | Total        | Project              |
|-------------------------------|------------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|--------------|----------------------|
|                               | 3/31/2024        | 2024/25        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |              | Total                |
| Operating Expenses            | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense              | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense - interfund  | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Depreciation expense          | -                | -              | -                | 85,000         | 85,000         | 85,000         | 85,000         | 85,000         | 425,000      | 425,000              |
| Loan principal                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Loan principal - interfund    | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total Operating Impact</b> | -                | -              | -                | 85,000         | 85,000         | 85,000         | 85,000         | 85,000         | 425,000      | 425,000              |
| <b>Capital Budget:</b>        | <b>3/31/2024</b> | <b>2024/25</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b> | <b>Project Total</b> |
| Capital cost                  | -                | -              | -                | 850,000        | -              | -              | -              | -              | 850,000      | 850,000              |
| Funding:                      |                  |                |                  |                |                |                |                |                |              |                      |
| Operating                     | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Grants                        | -                | -              | -                | 525,000        | -              | -              | -              | -              | 525,000      | 525,000              |
| Drawdown Reserves             | -                | -              | -                | 325,000        | -              | -              | -              | -              | 325,000      | 325,000              |
| Borrow from Reserves          | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Long-term debt                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Other                         | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total funding</b>          | -                | -              | -                | 850,000        | -              | -              | -              | -              | 850,000      | 850,000              |

**Project Name: SCBA AIR PACK REPLACEMENTS**

Project # 24-18

Department: Fire Unit: Town Asset Class Heavy equipment

Type of Asset: New & replacement Reason: End of life asset replacement Expected Useful Life: 10 years

Project Description: Replace 6 SCBA Air Packs @ \$12,000 in 2028/29 and 8 in 2032/33.

Need for Project: Air packs have an expected life span set by the National Fire Protection Agency of 15 years. The Fire Department has the packs certified each year, but must be replaced after 15 years. The first 6 were purchased in 2013 and the next 8 were purchased in 2017.

Project Funding: General Operating Reserve

Carry-over Project n/a

Additional Operating Expense n/a

| Annual Operating Impact:      | Total up to      | Budgeted for   | Total up to      | New Spending   |                |                |                |                | Total        | Project Total        |
|-------------------------------|------------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|--------------|----------------------|
|                               | 3/31/2024        | 2024/25        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |              |                      |
| Operating Expenses            | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense              | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense - interfund  | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Depreciation expense          | -                | -              | -                | -              | -              | -              | 7,200          | 7,200          | 14,400       | 14,400               |
| Loan principal                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Loan principal - interfund    | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total Operating Impact</b> | -                | -              | -                | -              | -              | -              | 7,200          | 7,200          | 14,400       | 14,400               |
| <b>Capital Budget:</b>        | <b>3/31/2024</b> | <b>2024/25</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b> | <b>Project Total</b> |
| Capital cost                  | -                | -              | -                | -              | -              | -              | 72,000         | -              | 72,000       | 72,000               |
| Funding:                      |                  |                |                  |                |                |                |                |                |              |                      |
| Operating                     | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Grants                        | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Drawdown Reserves             | -                | -              | -                | -              | -              | -              | 72,000         | -              | 72,000       | 72,000               |
| Borrow from Reserves          | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Long-term debt                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Other                         | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total funding</b>          | -                | -              | -                | -              | -              | -              | 72,000         | -              | 72,000       | 72,000               |

**Project Name: ROTATOR ASSEMBLY**

Project # 25-01

**Department:** Sewer                      **Unit:** Town                      **Asset Class** Sewer lift stations  
**Type of Asset:** Replacement              **Reason:** End of life asset replacement                      **Expected Useful Life:** 25 years

**Project Description:** New Rotator assembly for lift station pump

**Need for Project:** Rebuilt rotator assembly is failing and needs to be replaced. Replacement cost is only \$500 more than rebuild cost.

**Project Funding:** Drawdown from Sewer Reserve

**Carry-over Project** no

**Additional Operating** n/a

| Annual Operating Impact:      | Total up to      | Budgeted for   | Total up to      | New Spending   |                |                |                |                | Total        | Project              |
|-------------------------------|------------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|--------------|----------------------|
|                               | 3/31/2024        | 2024/25        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |              | Total                |
| Operating Expenses            | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense              | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense - interfund  | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Depreciation expense          | -                | -              | -                | 148            | 148            | 148            | 148            | 148            | 740          | 740                  |
| Loan principal                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Loan principal - interfund    | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total Operating Impact</b> | -                | -              | -                | 148            | 148            | 148            | 148            | 148            | 740          | 740                  |
| <b>Capital Budget:</b>        | <b>3/31/2024</b> | <b>2024/25</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b> | <b>Project Total</b> |
| Capital cost                  | -                | -              | -                | 3,700          | -              | -              | -              | -              | 3,700        | 3,700                |
| <b>Funding:</b>               |                  |                |                  |                |                |                |                |                |              |                      |
| Operating                     | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Grants                        | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Drawdown Reserves             | -                | -              | -                | 3,700          | -              | -              | -              | -              | 3,700        | 3,700                |
| Borrow from Reserves          | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Long-term debt                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Other                         | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total funding</b>          | -                | -              | -                | 3,700          | -              | -              | -              | -              | 3,700        | 3,700                |

**Project Name: WELL LEVEL SENSOR**

Project # 25-02

Department: Water Unit: Water Asset Class Water Pumping equipment  
 Type of Asset: Replacement Reason: Critical level of service Expected Useful Life: 20 years

Project Description: Replace water level sensor on Pump 3

Need for Project: current sensor is not working and needs to be replaced

Project Funding: Water Depreciation Reserve

Carry-over Project no

Additional Operating Expense n/a

| Annual Operating Impact:      | Total up to      | Budgeted for   | Total up to      | New Spending   |                |                |                |                | Total        | Project        |
|-------------------------------|------------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|--------------|----------------|
|                               | 3/31/2024        | 2024/25        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |              | Total          |
| Operating Expenses            | -                | -              | -                | -              | -              | -              | -              | -              | -            | -              |
| Interest expense              | -                | -              | -                | -              | -              | -              | -              | -              | -            | -              |
| Interest expense - interfund  | -                | -              | -                | -              | -              | -              | -              | -              | -            | -              |
| Depreciation expense          | -                | -              | -                | 450            | 450            | 450            | 450            | 450            | 2,250        | 2,250          |
| Loan principal                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -              |
| Loan principal - interfund    | -                | -              | -                | -              | -              | -              | -              | -              | -            | -              |
| <b>Total Operating Impact</b> | -                | -              | -                | 450            | 450            | 450            | 450            | 450            | 2,250        | 2,250          |
| <b>Capital Budget:</b>        | <b>3/31/2024</b> | <b>2024/25</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b> | <b>Project</b> |
| Capital cost                  | -                | -              | -                | 9,000          | -              | -              | -              | -              | 9,000        | 9,000          |
| Funding:                      |                  |                |                  |                |                |                |                |                |              | -              |
| Operating                     | -                | -              | -                | -              | -              | -              | -              | -              | -            | -              |
| Grants                        | -                | -              | -                | -              | -              | -              | -              | -              | -            | -              |
| Drawdown Reserves             | -                | -              | -                | 9,000          | -              | -              | -              | -              | 9,000        | 9,000          |
| Borrow from Reserves          | -                | -              | -                | -              | -              | -              | -              | -              | -            | -              |
| Long-term debt                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -              |
| Other                         | -                | -              | -                | -              | -              | -              | -              | -              | -            | -              |
| <b>Total funding</b>          | -                | -              | -                | 9,000          | -              | -              | -              | -              | 9,000        | 9,000          |

**Project Name: CHLORINE SENSOR**

Project # 25-03

Department: Water Unit: Water Asset Class Water treatment equipment

Type of Asset: New Reason: Critical level of service Expected Useful Life: 10 years

Project Description: Purchase a new chlorine sensor for the treatment building equipment

Need for Project: Current sensor is old and needs to be replaced to ensure accurate readings of disinfectant. The spare sensor was used this year to replace the sensor at the Old Reservoir, so there is now no spare if the one at the Water Treatment building fails.

Project Funding: Water Depreciation Reserve

Carry-over Project no

Additional Operating Expense new blades

| Annual Operating Impact:      | Total up to | Budgeted for | Total up to | New Spending |         |         |         |         | Total | Project Total |
|-------------------------------|-------------|--------------|-------------|--------------|---------|---------|---------|---------|-------|---------------|
|                               | 3/31/2024   | 3/31/2025    | 3/31/2025   | 2025/26      | 2026/27 | 2027/28 | 2028/29 | 2029/30 |       |               |
| Operating Expenses            | -           | -            | -           | -            | -       | -       | -       | -       | -     | -             |
| Interest expense              | -           | -            | -           | -            | -       | -       | -       | -       | -     | -             |
| Interest expense - interfund  | -           | -            | -           | -            | -       | -       | -       | -       | -     | -             |
| Depreciation expense          | -           | -            | -           | 450          | 450     | 450     | 450     | 450     | 2,250 | 2,250         |
| Loan principal                | -           | -            | -           | -            | -       | -       | -       | -       | -     | -             |
| Loan principal - interfund    | -           | -            | -           | -            | -       | -       | -       | -       | -     | -             |
| <b>Total Operating Impact</b> | -           | -            | -           | 450          | 450     | 450     | 450     | 450     | 2,250 | 2,250         |
| Capital Budget:               | 3/31/2024   | 3/31/2025    | 3/31/2025   | 2025/26      | 2026/27 | 2027/28 | 2028/29 | 2029/30 | Total | Project Total |
| Capital cost                  | -           | -            | -           | 4,500        | -       | -       | -       | -       | 4,500 | 4,500         |
| Funding:                      |             |              |             |              |         |         |         |         |       | -             |
| Operating                     | -           | -            | -           | -            | -       | -       | -       | -       | -     | -             |
| Grants                        | -           | -            | -           | -            | -       | -       | -       | -       | -     | -             |
| Drawdown Reserves             | -           | -            | -           | 4,500        | -       | -       | -       | -       | 4,500 | 4,500         |
| Borrow from Reserves          | -           | -            | -           | -            | -       | -       | -       | -       | -     | -             |
| Long-term debt                | -           | -            | -           | -            | -       | -       | -       | -       | -     | -             |
| Other                         | -           | -            | -           | -            | -       | -       | -       | -       | -     | -             |
| <b>Total funding</b>          | -           | -            | -           | 4,500        | -       | -       | -       | -       | 4,500 | 4,500         |

**Project Name: CONNAUGHT AVE WATER LINE AND VALVES**

Project # 25-04

Department: Water Unit: Water Asset Class Water transmission mains

Type of Asset: Replacement Reason: Critical level of service Expected Useful Life: 75 years

Project Description: Replace the water line and valves at intersection of Connaught Ave & Park St.

Need for Project: Water main continually fails at the intersection

Project Funding: Water Operating Surplus

Carry-over Project no

Additional Operating Expense n/a

| Annual Operating Impact:      | Total up to | Budgeted for | Total up to | New Spending |         |         |         |         | Total | Project |
|-------------------------------|-------------|--------------|-------------|--------------|---------|---------|---------|---------|-------|---------|
|                               | 3/31/2024   | 3/31/2025    | 3/31/2025   | 2025/26      | 2026/27 | 2027/28 | 2028/29 | 2029/30 |       | Total   |
| Operating Expenses            | -           | -            | -           | -            | -       | -       | -       | -       | -     | -       |
| Interest expense              | -           | -            | -           | -            | -       | -       | -       | -       | -     | -       |
| Interest expense - interfund  | -           | -            | -           | -            | -       | -       | -       | -       | -     | -       |
| Depreciation expense          | -           | -            | -           | 1,333        | 1,333   | 1,333   | 1,333   | 1,333   | 6,667 | 6,667   |
| Loan principal                | -           | -            | -           | -            | -       | -       | -       | -       | -     | -       |
| Loan principal - interfund    | -           | -            | -           | -            | -       | -       | -       | -       | -     | -       |
| <b>Total Operating Impact</b> | -           | -            | -           | 1,333        | 1,333   | 1,333   | 1,333   | 1,333   | 6,667 | 6,667   |

| Capital Budget:      | 3/31/2024 | 3/31/2025 | 3/31/2025 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | 2029/30 | Total   | Project |
|----------------------|-----------|-----------|-----------|---------|---------|---------|---------|---------|---------|---------|
|                      |           |           |           |         |         |         |         |         |         | Total   |
| Capital cost         | -         | -         | -         | 100,000 | -       | -       | -       | -       | 100,000 | 100,000 |
| Funding:             |           |           |           |         |         |         |         |         |         | -       |
| Operating            | -         | -         | -         | 100,000 | -       | -       | -       | -       | 100,000 | 100,000 |
| Grants               | -         | -         | -         | -       | -       | -       | -       | -       | -       | -       |
| Drawdown Reserves    | -         | -         | -         | -       | -       | -       | -       | -       | -       | -       |
| Borrow from Reserves | -         | -         | -         | -       | -       | -       | -       | -       | -       | -       |
| Long-term debt       | -         | -         | -         | -       | -       | -       | -       | -       | -       | -       |
| Other                | -         | -         | -         | -       | -       | -       | -       | -       | -       | -       |
| <b>Total funding</b> | -         | -         | -         | 100,000 | -       | -       | -       | -       | 100,000 | 100,000 |

**Project Name: UV SENSOR**

Project # 25-05

**Department:** Sewer      **Unit:** Town      **Asset Class** Sewer treatment plant equipment

**Type of Asset:** Replacement      **Reason:** Critical level of service      **Expected Useful Life:** 10 years

**Project Description:** New UV sensor for UV lights at the Sewage Treatment Plant

**Need for Project:** Sensor was damaged from all the Duck weed on the lagoon last year and needs to be replaced

**Project Funding:** Fund from Sewer Reserve

**Carry-over Project** no

**Additional Operating Expense** n/a

| Annual Operating Impact:      | Total up to      | Budgeted for     | Total up to      | New Spending   |                |                |                |                | Total        | Project Total        |
|-------------------------------|------------------|------------------|------------------|----------------|----------------|----------------|----------------|----------------|--------------|----------------------|
|                               | 3/31/2024        | 3/31/2025        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |              |                      |
| Operating Expenses            | -                | -                | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense              | -                | -                | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense - interfund  | -                | -                | -                | -              | -              | -              | -              | -              | -            | -                    |
| Depreciation expense          | -                | -                | -                | 450            | 450            | 450            | 450            | 450            | 2,250        | 2,250                |
| Loan principal                | -                | -                | -                | -              | -              | -              | -              | -              | -            | -                    |
| Loan principal - interfund    | -                | -                | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total Operating Impact</b> | -                | -                | -                | 450            | 450            | 450            | 450            | 450            | 2,250        | 2,250                |
| <b>Capital Budget:</b>        | <b>3/31/2024</b> | <b>3/31/2025</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b> | <b>Project Total</b> |
| Capital cost                  | -                | -                | -                | 4,500          | -              | -              | -              | -              | 4,500        | 4,500                |
| <b>Funding:</b>               |                  |                  |                  |                |                |                |                |                |              |                      |
| Operating                     | -                | -                | -                | -              | -              | -              | -              | -              | -            | -                    |
| Grants                        | -                | -                | -                | -              | -              | -              | -              | -              | -            | -                    |
| Drawdown Reserves             | -                | -                | -                | 4,500          | -              | -              | -              | -              | 4,500        | 4,500                |
| Borrow from Reserves          | -                | -                | -                | -              | -              | -              | -              | -              | -            | -                    |
| Long-term debt                | -                | -                | -                | -              | -              | -              | -              | -              | -            | -                    |
| Other                         | -                | -                | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total funding</b>          | -                | -                | -                | 4,500          | -              | -              | -              | -              | 4,500        | 4,500                |

**Project Name: FLAIL MOWER**

**Project # 25-06**

**Department:** Other Public Works    **Unit:** Town    **Asset Class** Other equipment

**Type of Asset:** New    **Reason:** Other    **Expected Useful Life:** 5 years

**Project Description:** Purchase used flail mower attachment for tractor

**Need for Project:** Well field is hard to maintain and becoming over grown. Flail mower would allow us to keep road and well field cut back and reduce damage scratches to vehicles and also could be used on ditches and side of road in the industrial park and other areas of town. The mower would be more efficient than the manual labour associated with whippersnipping the same areas.

**Project Funding:** Fund from General Capital Reserve

**Carry-over Project** no

**Additional Operating Expense** Replace blades in 4 years at \$4,000

| Annual Operating Impact:      | Total up to      | Budgeted for     | Total up to      | New Spending   |                |                |                |                | Total        | Project              |
|-------------------------------|------------------|------------------|------------------|----------------|----------------|----------------|----------------|----------------|--------------|----------------------|
|                               | 3/31/2024        | 3/31/2025        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |              | Total                |
| Operating Expenses            | -                | -                | -                | -              | -              | -              | 4,000          | -              | 4,000        | 4,000                |
| Interest expense              | -                | -                | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense - interfun   | -                | -                | -                | -              | -              | -              | -              | -              | -            | -                    |
| Depreciation expense          | -                | -                | -                | 3,000          | 3,000          | 3,000          | 3,000          | 3,000          | 15,000       | 15,000               |
| Loan principal                | -                | -                | -                | -              | -              | -              | -              | -              | -            | -                    |
| Loan principal - interfund    | -                | -                | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total Operating Impact</b> | -                | -                | -                | 3,000          | 3,000          | 3,000          | 7,000          | 3,000          | 19,000       | 19,000               |
| <b>Capital Budget:</b>        | <b>3/31/2024</b> | <b>3/31/2025</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b> | <b>Project Total</b> |
| Capital cost                  | -                | -                | -                | 15,000         | -              | -              | -              | -              | 15,000       | 15,000               |
| <b>Funding:</b>               |                  |                  |                  |                |                |                |                |                |              |                      |
| Operating                     | -                | -                | -                | -              | -              | -              | -              | -              | -            | -                    |
| Grants                        | -                | -                | -                | -              | -              | -              | -              | -              | -            | -                    |
| Drawdown Reserves             | -                | -                | -                | 15,000         | -              | -              | -              | -              | 15,000       | 15,000               |
| Borrow from Reserves          | -                | -                | -                | -              | -              | -              | -              | -              | -            | -                    |
| Long-term debt                | -                | -                | -                | -              | -              | -              | -              | -              | -            | -                    |
| Other                         | -                | -                | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total funding</b>          | -                | -                | -                | 15,000         | -              | -              | -              | -              | 15,000       | 15,000               |

**Project Name: PARKS BARN FENCE**

Project # 25-07

**Department:** Recreation      **Unit:** Town      **Asset Class** Land improvements  
**Type of Asset:** New      **Reason:** Health & Safety      **Expected Useful Life:** 25 years

**Project Description:** Put a chain link fence around the Parks Barn at Rotary Park

**Need for Project:** A lot of the Parks equipment must be stored outside the barn because of lack of space. The Barn is close to tracks and both the Barn and equipment are hit with theft and vandalism on a regular basis.

**Project Funding:** Fund from General Capital Reserve

**Carry-over Project** no

**Additional Operating Expense** Minor repairs 10-15 years down the road

| Annual Operating Impact:      | Total up to      | Budgeted for     | Total up to      | New Spending   |                |                |                |                | Total        | Project        |
|-------------------------------|------------------|------------------|------------------|----------------|----------------|----------------|----------------|----------------|--------------|----------------|
|                               | 3/31/2024        | 3/31/2025        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |              | Total          |
| Operating Expenses            | -                | -                | -                | -              | -              | -              | -              | -              | -            | -              |
| Interest expense              | -                | -                | -                | -              | -              | -              | -              | -              | -            | -              |
| Interest expense - interfund  | -                | -                | -                | -              | -              | -              | -              | -              | -            | -              |
| Depreciation expense          | -                | -                | -                | 680            | 680            | 680            | 680            | 680            | 3,400        | 3,400          |
| Loan principal                | -                | -                | -                | -              | -              | -              | -              | -              | -            | -              |
| Loan principal - interfund    | -                | -                | -                | -              | -              | -              | -              | -              | -            | -              |
| <b>Total Operating Impact</b> | -                | -                | -                | 680            | 680            | 680            | 680            | 680            | 3,400        | 3,400          |
| <b>Capital Budget:</b>        | <b>3/31/2024</b> | <b>3/31/2025</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b> | <b>Project</b> |
| Capital cost                  | -                | -                | -                | 17,000         | -              | -              | -              | -              | 17,000       | 17,000         |
| Funding:                      |                  |                  |                  |                |                |                |                |                |              | -              |
| Operating                     | -                | -                | -                | -              | -              | -              | -              | -              | -            | -              |
| Grants                        | -                | -                | -                | -              | -              | -              | -              | -              | -            | -              |
| Drawdown Reserves             | -                | -                | -                | 17,000         | -              | -              | -              | -              | 17,000       | 17,000         |
| Borrow from Reserves          | -                | -                | -                | -              | -              | -              | -              | -              | -            | -              |
| Long-term debt                | -                | -                | -                | -              | -              | -              | -              | -              | -            | -              |
| Other                         | -                | -                | -                | -              | -              | -              | -              | -              | -            | -              |
| <b>Total funding</b>          | -                | -                | -                | 17,000         | -              | -              | -              | -              | 17,000       | 17,000         |

**Project Name: SCHOOL ST LIFT STATION SUCTION LINE**

Project # 25-08

**Department:** Sewer      **Unit:** Town      **Asset Class:** Sewer lift stations  
**Type of Asset:** Replacement      **Reason:** Critical level of service      **Expected Useful Life:** 25 years

**Project Description:** Replace both suction lines at the sewer lift station at School Street.

**Need for Project:** Broken and deteriorating lines must be replaced to prevent environmental contamination

**Project Funding:** Drawdown \$15,000 from CCBF (Gas Tax) Reserve

**Carry-over Project:** The 2024/25 budget planned to replace one line at \$4,200. The project was deferred to 2025/26, and the scope increased to cover both lines. The budget also includes the cost of the vacuum truck rental to manage the sewage during construction.

**Additional Operating Expense:** n/a

|                                 | Total up to      | Budgeted for   | Total up to      | New Spending   |                |                |                |                | Total        | Project Total        |
|---------------------------------|------------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|--------------|----------------------|
|                                 | 3/31/2024        | 2024/25        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |              |                      |
| <b>Annual Operating Impact:</b> |                  |                |                  |                |                |                |                |                |              |                      |
| Operating Expenses              | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense - interfund    | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Depreciation expense            | -                | -              | -                | 600            | 600            | 600            | 600            | 600            | 3,000        | 3,000                |
| Loan principal                  | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Loan principal - interfund      | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total Operating Impact</b>   | -                | -              | -                | 600            | 600            | 600            | 600            | 600            | 3,000        | 3,000                |
| <b>Capital Budget:</b>          | <b>3/31/2024</b> | <b>2024/25</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b> | <b>Project Total</b> |
| Capital cost                    | -                | -              | -                | 15,000         | -              | -              | -              | -              | 15,000       | 15,000               |
| <b>Funding:</b>                 |                  |                |                  |                |                |                |                |                |              |                      |
| Operating                       | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Grants                          | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Drawdown Reserves               | -                | -              | -                | 15,000         | -              | -              | -              | -              | 15,000       | 15,000               |
| Borrow from Reserves            | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Long-term debt                  | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Other                           | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total funding</b>            | -                | -              | -                | 15,000         | -              | -              | -              | -              | 15,000       | 15,000               |

**Department:** Recreation      **Unit:** Town      **Asset Class** Land improvements  
**Type of Asset:** New      **Reason:** Community quality of life      **Expected Useful Life:** 25 years

**Project Description:** Replace wooden dock with 110 ft concrete dock/boat launch at Riverside Park

**Need for Project:** The riverbank is muddy, eroding and steep and the existing boat launch is unstable. This makes river access difficult, especially for people with mobility challenges. Currently staff carry boats weighing 50 to 75 lbs multiple times a day to the water in the summer heat. The concrete dock will allow boats to be wheeled from the parking lot to the launch. It will also allow Search & Rescue an access point to launch their rescue boat.

**Project Funding:** ACOA grant 50%, Rotary Club grant 10%, and the balance funded from the Town Operating Reserve.

**Carry-over Project** n/a

**Additional Operating** n/a

| Annual Operating Impact:      | Total up to      | Budgeted for   | Total up to      | New Spending   |                |                |                |                | Total        | Project Total        |
|-------------------------------|------------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|--------------|----------------------|
|                               | 3/31/2024        | 2024/25        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |              |                      |
| Operating Expenses            | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense              | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense - interfund  | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Depreciation expense          | -                | -              | -                | 3,300          | 3,300          | 3,300          | 3,300          | 3,300          | 16,500       | 16,500               |
| Loan principal                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Loan principal - interfund    | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total Operating Impact</b> | -                | -              | -                | 3,300          | 3,300          | 3,300          | 3,300          | 3,300          | 16,500       | 16,500               |
| <b>Capital Budget:</b>        | <b>3/31/2024</b> | <b>2024/25</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b> | <b>Project Total</b> |
| Capital cost                  | -                | -              | -                | 82,500         | -              | -              | -              | -              | 82,500       | 82,500               |
| Funding:                      |                  |                |                  |                |                |                |                |                |              |                      |
| Operating                     | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Grants                        | -                | -              | -                | 41,250         | -              | -              | -              | -              | 41,250       | 41,250               |
| Drawdown Reserves             | -                | -              | -                | 33,000         | -              | -              | -              | -              | 33,000       | 33,000               |
| Borrow from Reserves          | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Long-term debt                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Other                         | -                | -              | -                | 8,250          | -              | -              | -              | -              | 8,250        | 8,250                |
| <b>Total funding</b>          | -                | -              | -                | 82,500         | -              | -              | -              | -              | 82,500       | 82,500               |

**Department:** Roads      **Unit:** Town      **Asset Class** Streetlights & crosswalks  
**Type of Asset:** New      **Reason:** Health & Safety      **Expected Useful Life:** 25 years

**Project Description:** Install high visibility crosswalk lights at six locations: (1) Main St at corner of Bridge St., (2) Main St at corner of Taylor Dr., (3) School St at corner of Main St., (4&5) two at intersection of King St and Marshall St., and (6) Commercial St across from North St.

**Need for Project:** Main Street (Highway 1) runs through the Town and is a source of high traffic. The need for improved crosswalk safety was a key recommendation in the Master Transportation Plan, arising from community surveys and town hall consultations. The above locations are: (1) near high school, Tim Hortons, convenience store, downtown core, (2) near hospital, motel, car dealership, (3) near high school and downtown core, (4 &5) near elementary school, (6) near long-term care and daycare facilities

**Project Funding:** CCBF (gas tax) grant funds

**Carry-over Project** n/a

**Additional Operating Expense** n/a

| Annual Operating Impact:      | Total up to |                      |                       | New Spending |         |         |         |         | Total  | Project Total |
|-------------------------------|-------------|----------------------|-----------------------|--------------|---------|---------|---------|---------|--------|---------------|
|                               | 3/31/2024   | Budgeted for 2024/25 | Total up to 3/31/2025 | 2025/26      | 2026/27 | 2027/28 | 2028/29 | 2029/30 |        |               |
| Operating Expenses            | -           | -                    | -                     | -            | -       | -       | -       | -       | -      | -             |
| Interest expense              | -           | -                    | -                     | -            | -       | -       | -       | -       | -      | -             |
| Interest expense - interfund  | -           | -                    | -                     | -            | -       | -       | -       | -       | -      | -             |
| Depreciation expense          | -           | -                    | -                     | -            | 2,628   | 2,628   | 2,628   | 2,628   | 10,512 | 10,512        |
| Loan principal                | -           | -                    | -                     | -            | -       | -       | -       | -       | -      | -             |
| Loan principal - interfund    | -           | -                    | -                     | -            | -       | -       | -       | -       | -      | -             |
| <b>Total Operating Impact</b> | -           | -                    | -                     | -            | 2,628   | 2,628   | 2,628   | 2,628   | 10,512 | 10,512        |
| Capital Budget:               | 3/31/2024   | 2024/25              | 3/31/2025             | 2025/26      | 2026/27 | 2027/28 | 2028/29 | 2029/30 | Total  | Project Total |
| Capital cost                  | -           | -                    | -                     | -            | 65,700  | -       | -       | -       | 65,700 | 65,700        |
| Funding:                      |             |                      |                       |              |         |         |         |         |        |               |
| Operating                     | -           | -                    | -                     | -            | -       | -       | -       | -       | -      | -             |
| Grants                        | -           | -                    | -                     | -            | -       | -       | -       | -       | -      | -             |
| Drawdown Reserves             | -           | -                    | -                     | -            | 65,700  | -       | -       | -       | 65,700 | 65,700        |
| Borrow from Reserves          | -           | -                    | -                     | -            | -       | -       | -       | -       | -      | -             |
| Long-term debt                | -           | -                    | -                     | -            | -       | -       | -       | -       | -      | -             |
| Other                         | -           | -                    | -                     | -            | -       | -       | -       | -       | -      | -             |
| <b>Total funding</b>          | -           | -                    | -                     | -            | 65,700  | -       | -       | -       | 65,700 | 65,700        |

**Project Name: FIRE TRUCK BAY INSULATION, LIGHTING, WALLS & CEILING**

Project # 25-11

**Department:** Fire                      **Unit:** Town                      **Asset Class** Buildings

**Type of Asset:** New & replacement      **Reason:** Health & Safety                      **Expected Useful Life:** 40 years

**Project Description:** Spray foam insulation, envirofoil sheild and layer of rigid foam in ceiling, then construct a drop ceiling. Add studs, insulation and plywood walls to the brick walls of the fire station. Replace lighting with energy efficient lighting

**Need for Project:** The Fire station truck bay has no insulation, which results in difficult working conditions, and inefficient space heating.

**Project Funding:** Drawdown CCBF reserves (old gas tax)

**Carry-over Project** n/a

**Additional Operating Expense** n/a

| Annual Operating Impact:      | Total up to | Budgeted for | Total up to | New Spending |         |         |         |         | Total  | Project Total |
|-------------------------------|-------------|--------------|-------------|--------------|---------|---------|---------|---------|--------|---------------|
|                               | 3/31/2024   | 2024/25      | 3/31/2025   | 2025/26      | 2026/27 | 2027/28 | 2028/29 | 2029/30 |        |               |
| Operating Expenses            | -           | -            | -           | -            | -       | -       | -       | -       | -      | -             |
| Interest expense              | -           | -            | -           | -            | -       | -       | -       | -       | -      | -             |
| Interest expense - interfund  | -           | -            | -           | -            | -       | -       | -       | -       | -      | -             |
| Depreciation expense          | -           | -            | -           | -            | 2,175   | 2,175   | 2,175   | 2,175   | 8,700  | 8,700         |
| Loan principal                | -           | -            | -           | -            | -       | -       | -       | -       | -      | -             |
| Loan principal - interfund    | -           | -            | -           | -            | -       | -       | -       | -       | -      | -             |
| <b>Total Operating Impact</b> | -           | -            | -           | -            | 2,175   | 2,175   | 2,175   | 2,175   | 8,700  | 8,700         |
| Capital Budget:               | 3/31/2024   | 2024/25      | 3/31/2025   | 2025/26      | 2026/27 | 2027/28 | 2028/29 | 2029/30 | Total  | Project Total |
| Capital cost                  | -           | -            | -           | -            | 87,000  | -       | -       | -       | 87,000 | 87,000        |
| Funding:                      |             |              |             |              |         |         |         |         |        | -             |
| Operating                     | -           | -            | -           | -            | -       | -       | -       | -       | -      | -             |
| Grants                        | -           | -            | -           | -            | -       | -       | -       | -       | -      | -             |
| Drawdown Reserves             | -           | -            | -           | -            | 87,000  | -       | -       | -       | 87,000 | 87,000        |
| Borrow from Reserves          | -           | -            | -           | -            | -       | -       | -       | -       | -      | -             |
| Long-term debt                | -           | -            | -           | -            | -       | -       | -       | -       | -      | -             |
| Other                         | -           | -            | -           | -            | -       | -       | -       | -       | -      | -             |
| <b>Total funding</b>          | -           | -            | -           | -            | 87,000  | -       | -       | -       | 87,000 | 87,000        |

**Project Name: FIRE DEPT UTILITY TRUCK**

Project # 25-12

Department: Fire Unit: Town Asset Class Vehicles  
 Type of Asset: Replacement Reason: Health & Safety Expected Useful Life: 10 years

**Project Description:** Replace 2007 4-wheel drive utility truck. The truck will be transferred to Public Works as a backup vehicle.

**Need for Project:** This truck carries equipment and supplies to fires and is primarily used when fighting grass/brush fires, often in difficult terrain. The truck is almost 20 years old, and reaching the end of its useful life.

**Project Funding:** The Fire Department plans to fund

**Carry-over Project** n/a

**Additional Operating Expense** n/a

| Annual Operating Impact:      | Total up to | Budgeted for | Total up to | New Spending |         |         |         |         | Total   | Project Total |
|-------------------------------|-------------|--------------|-------------|--------------|---------|---------|---------|---------|---------|---------------|
|                               | 3/31/2024   | 2024/25      | 3/31/2025   | 2025/26      | 2026/27 | 2027/28 | 2028/29 | 2029/30 |         |               |
| Operating Expenses            | -           | -            | -           | -            | -       | -       | -       | -       | -       | -             |
| Interest expense              | -           | -            | -           | -            | -       | -       | -       | -       | -       | -             |
| Interest expense - interfund  | -           | -            | -           | -            | -       | -       | -       | -       | -       | -             |
| Depreciation expense          | -           | -            | -           | -            | 12,500  | 12,500  | 12,500  | 12,500  | 50,000  | 50,000        |
| Loan principal                | -           | -            | -           | -            | -       | -       | -       | -       | -       | -             |
| Loan principal - interfund    | -           | -            | -           | -            | -       | -       | -       | -       | -       | -             |
| <b>Total Operating Impact</b> | -           | -            | -           | -            | 12,500  | 12,500  | 12,500  | 12,500  | 50,000  | 50,000        |
| Capital Budget:               | 3/31/2024   | 2024/25      | 3/31/2025   | 2025/26      | 2026/27 | 2027/28 | 2028/29 | 2029/30 | Total   | Project Total |
| Capital cost                  | -           | -            | -           | -            | 125,000 | -       | -       | -       | 125,000 | 125,000       |
| Funding:                      |             |              |             |              |         |         |         |         |         | -             |
| Operating                     | -           | -            | -           | -            | -       | -       | -       | -       | -       | -             |
| Grants                        | -           | -            | -           | -            | -       | -       | -       | -       | -       | -             |
| Drawdown Reserves             | -           | -            | -           | -            | -       | -       | -       | -       | -       | -             |
| Borrow from Reserves          | -           | -            | -           | -            | -       | -       | -       | -       | -       | -             |
| Long-term debt                | -           | -            | -           | -            | -       | -       | -       | -       | -       | -             |
| Other                         | -           | -            | -           | -            | 125,000 | -       | -       | -       | 125,000 | 125,000       |
| <b>Total funding</b>          | -           | -            | -           | -            | 125,000 | -       | -       | -       | 125,000 | 125,000       |

**Project Name: FIRE DEPT TANKER TRUCK**

Project # 25-14

Department: Fire Unit: Town Asset Class Vehicles

Type of Asset: Replacement Reason: End of life asset replacement Expected Useful Life: 10 years

Project Description: Replace 1999 Fire Department Tanker truck

Need for Project: This truck will be 30 years old in 2029/30, and long past the end of its useful life. Therefore necessary to include the vehicle replacement in the 5-Year Plan

Project Funding: A portion of the cost will be funded from the Annapolis County capital reserve fund in trust for Middleton capital costs. The balance will be funded from Long-term debt, repaid over 10 years at an estimated 5% per annum

Carry-over Project n/a

Additional Operating Expense n/a

|                                 | Total up to | Budgeted for | Total up to | New Spending |         |         |         |         | Total   | Project        |
|---------------------------------|-------------|--------------|-------------|--------------|---------|---------|---------|---------|---------|----------------|
|                                 | 3/31/2024   | 2024/25      | 3/31/2025   | 2025/26      | 2026/27 | 2027/28 | 2028/29 | 2029/30 |         | Total          |
| <b>Annual Operating Impact:</b> |             |              |             |              |         |         |         |         |         |                |
| Operating Expenses              | -           | -            | -           | -            | -       | -       | -       | -       | -       | -              |
| Interest expense                | -           | -            | -           | -            | -       | -       | -       | 23,500  | 23,500  | 23,500         |
| Interest expense - interfund    | -           | -            | -           | -            | -       | -       | -       | -       | -       | -              |
| Depreciation expense            | -           | -            | -           | -            | -       | -       | -       | 85,000  | 85,000  | 85,000         |
| Loan principal                  | -           | -            | -           | -            | -       | -       | -       | 47,000  | 47,000  | 47,000         |
| Loan principal - interfund      | -           | -            | -           | -            | -       | -       | -       | -       | -       | -              |
| <b>Total Operating Impact</b>   | -           | -            | -           | -            | -       | -       | -       | 155,500 | 155,500 | 155,500        |
| <b>Capital Budget:</b>          |             |              |             |              |         |         |         |         |         | <b>Project</b> |
| Capital cost                    | -           | -            | -           | -            | -       | -       | -       | 850,000 | 850,000 | 850,000        |
| <b>Funding:</b>                 |             |              |             |              |         |         |         |         |         |                |
| Operating                       | -           | -            | -           | -            | -       | -       | -       | -       | -       | -              |
| Grants                          | -           | -            | -           | -            | -       | -       | -       | 380,000 | 380,000 | 380,000        |
| Drawdown Reserves               | -           | -            | -           | -            | -       | -       | -       | -       | -       | -              |
| Borrow from Reserves            | -           | -            | -           | -            | -       | -       | -       | -       | -       | -              |
| Long-term debt                  | -           | -            | -           | -            | -       | -       | -       | 470,000 | 470,000 | 470,000        |
| Other                           | -           | -            | -           | -            | -       | -       | -       | -       | -       | -              |
| <b>Total funding</b>            | -           | -            | -           | -            | -       | -       | -       | 850,000 | 850,000 | 850,000        |

**Project Name: TOWN HALL RENOVATIONS**

Project # 25-15

Department: Administration Unit: Town Asset Class Buildings

Type of Asset: Replacement Reason: End of life asset replacement Expected Useful Life: 40 years

**Project Description:** An assessment was performed by Palmer & Doherty. A total of \$320k of improvements to the Town Hall. In addition, installing a Fire wall between Town Hall and Fire Dept was recommended at an estimated cost of \$52k. The work includes approximately \$100k for installation of 4 heat pumps, as well as \$167k of mechanical and electrical work. The assessment did not include any amounts related to Accessibility requirements.

**Need for Project:** Major work is required for the heating/cooling system - furnace is currently stuck open. Building insulation, Electrical upgrades to panel and wiring will be required related to energy efficiency improvements. Some work is required for Building Code compliance.

**Project Funding:** Drawdown capital reserves

**Carry-over Project** n/a

**Additional Operating Expense** n/a

| Annual Operating Impact:      | Total up to      | Budgeted for   | Total up to      | New Spending   |                |                |                |                | Total        | Project Total        |
|-------------------------------|------------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|--------------|----------------------|
|                               | 3/31/2024        | 2024/25        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |              |                      |
| Operating Expenses            | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense              | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense - interfund  | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Depreciation expense          | -                | -              | -                | -              | 9,300          | 9,300          | 9,300          | 9,300          | 37,200       | 37,200               |
| Loan principal                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Loan principal - interfund    | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total Operating Impact</b> | -                | -              | -                | -              | 9,300          | 9,300          | 9,300          | 9,300          | 37,200       | 37,200               |
| <b>Capital Budget:</b>        | <b>3/31/2024</b> | <b>2024/25</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b> | <b>Project Total</b> |
| Capital cost                  | -                | -              | -                | -              | 372,000        | -              | -              | -              | 372,000      | 372,000              |
| <b>Funding:</b>               |                  |                |                  |                |                |                |                |                |              |                      |
| Operating                     | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Grants                        | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Drawdown Reserves             | -                | -              | -                | -              | 372,000        | -              | -              | -              | 372,000      | 372,000              |
| Borrow from Reserves          | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Long-term debt                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Other                         | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total funding</b>          | -                | -              | -                | -              | 372,000        | -              | -              | -              | 372,000      | 372,000              |

**Project Name: STP PUMP REPLACEMENT**

Project # 25-16

**Department:** Sewer      **Unit:** Town      **Asset Class** Sewer treatment plant equipment

**Type of Asset:** Replacement      **Reason:** Critical level of service      **Expected Useful Life:** 10 years

**Project Description:** Replace a broken submersible pump at the Sewer Treatment Plant. Replacement is marginally more expensive than the cost to repair. Council approved 6/16/25 as RFD 027-2025

**Need for Project:** Pump failed. Mechanic advised that the bearing and bearing housing assembly were damaged by a foreign object and there is leakage around the motor and gears. Cost to repair is \$7,430 plus HST. Cost to replace is \$11,106 plus HST. Both options require rental of hoist to lower the pump into the chamber @ \$500/day, plus misc parts. Pump is >5 year old.

**Project Funding:** Fund from Sewer Capital Reserve

**Carry-over Project** n/a

**Additional Operating** n/a

| Annual Operating Impact:      | Total up to      | Budgeted for   | Total up to      | New Spending   |                |                |                |                | Total        | Project Total        |
|-------------------------------|------------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|--------------|----------------------|
|                               | 3/31/2024        | 2024/25        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |              |                      |
| Operating Expenses            | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense              | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense - interfund  | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Depreciation expense          | -                | -              | -                | 1,500          | 1,500          | 1,500          | 1,500          | 1,500          | 7,500        | 7,500                |
| Loan principal                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Loan principal - interfund    | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total Operating Impact</b> | -                | -              | -                | 1,500          | 1,500          | 1,500          | 1,500          | 1,500          | 7,500        | 7,500                |
| <b>Capital Budget:</b>        | <b>3/31/2024</b> | <b>2024/25</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b> | <b>Project Total</b> |
| Capital cost                  | -                | -              | -                | 15,000         | -              | -              | -              | -              | 15,000       | 15,000               |
| Funding:                      |                  |                |                  |                |                |                |                |                |              |                      |
| Operating                     | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Grants                        | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Drawdown Reserves             | -                | -              | -                | 15,000         | -              | -              | -              | -              | 15,000       | 15,000               |
| Borrow from Reserves          | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Long-term debt                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Other                         | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total funding</b>          | -                | -              | -                | 15,000         | -              | -              | -              | -              | 15,000       | 15,000               |

**Project Name: WATER METER REPLACEMENTS**

Project # 25-17

**Department:** Water      **Unit:** Water      **Asset Class** Water meters

**Type of Asset:** New & replacement      **Reason:** Critical level of service      **Expected Useful Life:** 20 years

**Project Description:** Purchase five 1" meters @ \$340, two 1.5" meters @ \$1,350, and two 3" meters @ \$2,300, for a total of \$9,400 including non-rebateable HST.

**Need for Project:** Replace 3 broken 1" meters, install new 1.5" meter at new development Main Stret and replace two 3" meters that are expected to fail this year, (NSCC and Hospital). This will leave two spare 1" meters and one spare each of the other two sizes. Order lead time is 4 to 6 weeks. Water metering is critical for billing, so important to have spares.

**Project Funding:** Fund from Water Depreciation Reserve

**Carry-over Project** n/a

**Additional Operating** n/a

| Annual Operating Impact:      | Total up to      | Budgeted for   | Total up to      | New Spending   |                |                |                |                | Total        | Project Total        |
|-------------------------------|------------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|--------------|----------------------|
|                               | 3/31/2024        | 2024/25        | 3/31/2025        | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |              |                      |
| Operating Expenses            | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense              | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Interest expense - interfund  | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Depreciation expense          | -                | -              | -                | 470            | 470            | 470            | 470            | 470            | 2,350        | 2,350                |
| Loan principal                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Loan principal - interfund    | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total Operating Impact</b> | -                | -              | -                | 470            | 470            | 470            | 470            | 470            | 2,350        | 2,350                |
| <b>Capital Budget:</b>        | <b>3/31/2024</b> | <b>2024/25</b> | <b>3/31/2025</b> | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b> | <b>Project Total</b> |
| Capital cost                  | -                | -              | -                | 9,400          | -              | -              | -              | -              | 9,400        | 9,400                |
| Funding:                      |                  |                |                  |                |                |                |                |                |              |                      |
| Operating                     | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Grants                        | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Drawdown Reserves             | -                | -              | -                | 9,400          | -              | -              | -              | -              | 9,400        | 9,400                |
| Borrow from Reserves          | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Long-term debt                | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| Other                         | -                | -              | -                | -              | -              | -              | -              | -              | -            | -                    |
| <b>Total funding</b>          | -                | -              | -                | 9,400          | -              | -              | -              | -              | 9,400        | 9,400                |

**Project Name: ACCOUNTING SOFTWARE**

Project # 25-18

**Department:** Administration      **Unit:** Town      **Asset Class:** Computer technology

**Type of Asset:** Replacement      **Reason:** End of life asset replacement      **Expected Useful Life:** 5 years

**Project Description:** Replace existing municipal accounting software, migrate historical accounting information to new software package, and operate two systems in parallel for one year. Project will require extensive planning, lengthy tender process, duplication of most accounting activities to identify and resolve integration issues, staff training, IT consulting.

**Need for Project:** The Town currently uses a municipal accounting software package called Microsoft Dynamics GP. We have been advised that GP will not be fully supported after March 31, 2029, and limited to major software updates only until March 31, 2031.

**Project Funding:** Capital out of Revenue

**Carry-over Project:** n/a

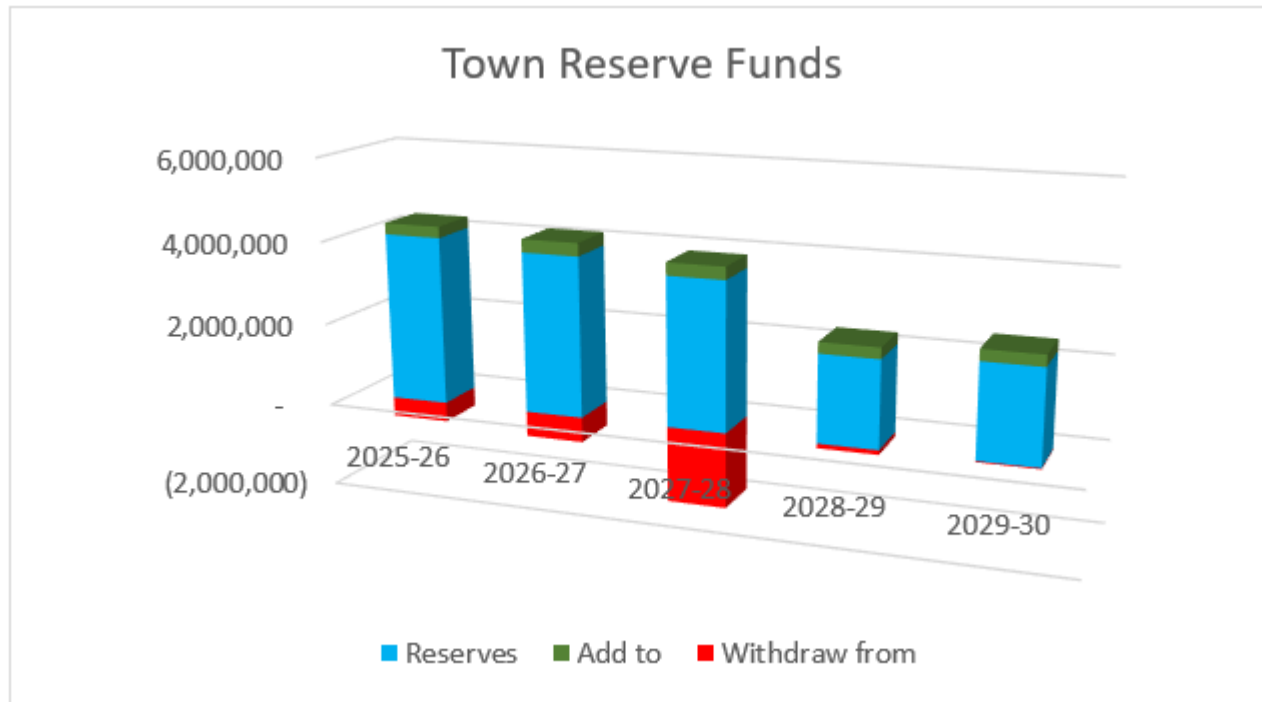
**Additional Operating Expense:** Annual maintenance fee should be comparable to existing fee

|                                 | Total up to<br>3/31/2024 | Budgeted for<br>2024/25 | Total up to<br>3/31/2025 | New Spending   |                |                |                |                | Total        | Project<br>Total         |
|---------------------------------|--------------------------|-------------------------|--------------------------|----------------|----------------|----------------|----------------|----------------|--------------|--------------------------|
|                                 |                          |                         |                          | 2025/26        | 2026/27        | 2027/28        | 2028/29        | 2029/30        |              |                          |
| <b>Annual Operating Impact:</b> |                          |                         |                          |                |                |                |                |                |              |                          |
| Operating Expenses              | -                        | -                       | -                        | -              | -              | -              | -              | -              | -            | -                        |
| Interest expense                | -                        | -                       | -                        | -              | -              | -              | -              | -              | -            | -                        |
| Interest expense - interfund    | -                        | -                       | -                        | -              | -              | -              | -              | -              | -            | -                        |
| Depreciation expense            | -                        | -                       | -                        | -              | -              | -              | 10,000         | 70,000         | 80,000       | 80,000                   |
| Loan principal                  | -                        | -                       | -                        | -              | -              | -              | -              | -              | -            | -                        |
| Loan principal - interfund      | -                        | -                       | -                        | -              | -              | -              | -              | -              | -            | -                        |
| <b>Total Operating Impact</b>   | -                        | -                       | -                        | -              | -              | -              | 10,000         | 70,000         | 80,000       | 80,000                   |
|                                 |                          |                         |                          |                |                |                |                |                |              | <b>Project<br/>Total</b> |
| <b>Capital Budget:</b>          | <b>3/31/2024</b>         | <b>2024/25</b>          | <b>3/31/2025</b>         | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> | <b>2029/30</b> | <b>Total</b> |                          |
| Capital cost                    | -                        | -                       | -                        | -              | -              | -              | 50,000         | 300,000        | 350,000      | 350,000                  |
| <b>Funding:</b>                 |                          |                         |                          |                |                |                |                |                |              | -                        |
| Operating                       | -                        | -                       | -                        | -              | -              | -              | 50,000         | 300,000        | 350,000      | 350,000                  |
| Grants                          | -                        | -                       | -                        | -              | -              | -              | -              | -              | -            | -                        |
| Drawdown Reserves               | -                        | -                       | -                        | -              | -              | -              | -              | -              | -            | -                        |
| Borrow from Reserves            | -                        | -                       | -                        | -              | -              | -              | -              | -              | -            | -                        |
| Long-term debt                  | -                        | -                       | -                        | -              | -              | -              | -              | -              | -            | -                        |
| Other                           | -                        | -                       | -                        | -              | -              | -              | -              | -              | -            | -                        |
| <b>Total funding</b>            | -                        | -                       | -                        | -              | -              | -              | 50,000         | 300,000        | 350,000      | 350,000                  |

# Section 8

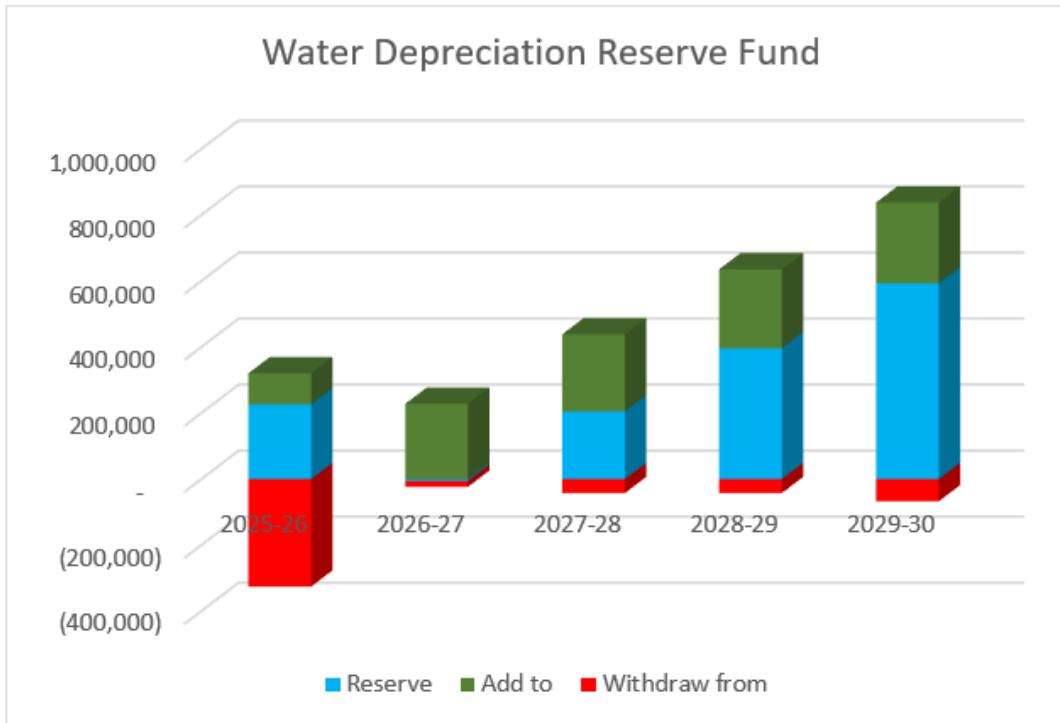
## Reserve Activity

# Budget Impact on Town Reserves



- Blue represents what we have in reserve funds
- Red represents us taking money out (primarily for community center)
- Green represents us putting money in (primarily gas tax and \$50k per year into sewer reserve)
- By 5th year, our reserves have gone from \$3.7m to \$3.1m

# Budget Impact on Water Reserve



- Blue represents what we have in reserve funds
- Red represents us taking money out (primarily for hydrants, water meters, watermain replacements and in 2027/28 for the reservoir)
- Green represents us putting money in (mandatory contribution of depreciation on new reservoir)

- By 5th year, our reserves have increased from almost \$200k to almost \$300k

# Budget Options – Deficit \$239,207

- Increase residential and commercial tax rates by 5-cents, which is in-line with other local Town increases. This would bring in an additional \$75,000, but the “Residential Tax Effort” FCI would go from 5.6% to 5.7%.
- 2024-2025 forecast with almost all year-end entries posted is approximately \$60,000 – Council could use this prior year surplus to fund the current year deficit
- If the above two initiatives were approved, there is still a deficit of \$100,000 to address
- Operating reserves could be used to fund a portion of the deficit
- Reduce Grants:
  - Pool - \$12,000, rink \$4,500 and other org’s \$19,500