

**The Corporation of the  
Budget Worksheets 2024  
Summary by Department**

Department	2024 Operations Expenditures	2024 Capital Expenditures	2024 Total Expenditures
General Government	3,145,359	79,450	3,224,809
Facility Improvements	634,037	70,210	704,247
Economic Development	389,403	48,000	437,403
Solar Initiatives	145,396	0	145,396
Fire Services	1,950,982	156,307	2,107,289
Protective Inspection & Control	1,081,388	4,285	1,085,673
Bldg. Dept Equipment	27,000	0	27,000
Roadways	2,777,054	1,749,727	4,526,781
Winter Control	735,651	0	735,651
Public Works Equipment	990,635	1,712,000	2,702,635
Street Lighting	95,994	20,000	115,994
Gravel Pit	166,059	0	166,059
Community Transportation	567,734	0	567,734
Structures	5,500	179,780	185,280
Waste Management	1,107,094	28,500	1,135,594
Stormwater Management	112,450	187,175	299,625
Parks	868,422	140,000	1,008,422
Recreation Programs	165,494	0	165,494
Lakefield-Smith Arena	407,859	12,000	419,859
Ennismore Arena	521,697	5,000	526,697
Parks Equipment	48,750	0	48,750
Ennismore Multi-Use Centre	21,202	0	21,202
Libraries	899,327	46,275	945,602
Planning	404,947	0	404,947
<b>Totals</b>	<b>17,269,435</b>	<b>4,438,709</b>	<b>21,708,144</b>

## Capital Program - Updates

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### Overview

Annually the Township's capital program is considered by Council in the fall of the previous budget year. The final taxation budget includes Council's endorsement of the fall capital program and any additions/changes that are included when Council considers the operations budget.

Capital projects generally have a minimum asset value of \$5,000 i.e. if a project or purchase is \$5,000 or more it would be considered to be a capital item.

### Revenue

The Township's capital program can be funded by a variety of means, including grants, reserves, reserve funds, and development charges.



Funding from the Provincial OMPF program as well as Federal Gas Tax has been a stable, predictable revenue stream to support the Township's capital program, particularly as it relates to building improvement projects and the Township's road construction/resurfacing programs. The Township has also been very successful in obtaining grants for specific initiatives/purchases. Examples include RED funding, Trillium funding, infrastructure funding etc...

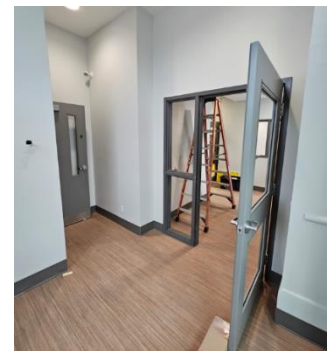
### Expenditures

Council reviewed and endorsed the Township's 2024 Capital Program at the November 23, 2023 meeting. Subsequent to this meeting, the final proposed funding for capital projects has been prepared and is included on the attached updated Capital Projects and Studies Summary and in the budget document.

While most changes in the Summary are moderate or simply include a different funding source, some additional items have been outlined below.

#### Old Post Office Retrofits

This renovation project is expected to be completed in Q1 of 2024. \$14,700 will be added to the 2024 capital budget for this project for expenditures incurred in 2024.



#### Food Cycler Pilot Program

The FoodCycler pilot program was included in the 2024 capital budget. The capital budget has been increased by \$4,000 to represent potential increased shipping costs for the units. It is proposed that the units be shipped directly to customers in lieu of the Township managing the distribution as it did in 2023.

## Capital Program - Updates

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### Signage

\$48,000 in unspent funds from 2023 will be carried over into 2024 to complete signage replacements. This work was scheduled in 2023 however due to timing issues was not completed. These replacements will include various wayfinding signage that are in disrepair/completed faded as well as the replacement of the kiosk signs located in Cenotaph Park in Lakefield and Heritage Park in Bridgenorth. A new entrance sign for Young's Point on Hwy. 28 is also proposed as well as a new exterior sign for 12 Queen Street – *The Old Post Office*.

### Home Energy Audit

The Township partnered with the Clean Air Partnership and Grey County to submit an application to the Federation of Canadian Municipalities (FCM) Community Efficiency Financing program. The funding application was successful and a grant of up to \$120,000 to complete a feasibility study to explore the development of a Home Energy Loan Program has been approved. A Home Energy Loan Program provides loans to homeowners to complete energy efficiency upgrades, which supports the Township's climate change action goals. The Township's share of the program will cost \$10,000. These costs are included in Department 5 and funded from the Sustainability Reserve.

### Road Construction

During the operational budget review, consideration was given to identifying the full cost of capital projects to create a more accurate asset management strategy. Council will note that some costs associated with capital projects, sweeping and brushing for example, have historically been included as operational expenses. These costs have been proportionately reallocated to their respective capital project.

The updated capital summary reflects these additional costs and incorporates them into the capital component of the 2024 budget.

**Capital Projects and Studies Summary**

Department	Description	Project Status	Proposed Expenditure	Funding							Total Funding		
				Federal Grants	Provincial Grants	Unconditional OMPF	Taxes/Op Revenues	Reserves	DC's	Fed./AMO Gas Tax		Parkland	Other
# 5 General Government	Furniture and Fixtures - typical annual & ergonomic improvements	current year	9,350					9,350				9,350	
	Technology Replacement Schedule - Annual Replacement	current year - replacement schedule	58,100					58,100				58,100	
	Technology - Arena WIFI (new - both)	current year	12,000			12,000						12,000	
#6 Facilities & Properties	1310 Centre Line - interior paint & wall finishes/upgrades	current year	21,510					21,510				21,510	
	Lands - appraisals/professional services	current year - typical placeholder amount - no sheet	10,000				10,000					10,000	
	Bickle Cemetery - Fencing Replacement	current year - sole source recommendation	9,000					9,000				9,000	
	Old Post Office - exterior masonry & stonework	project completion	15,000					15,000				15,000	
	Old Post Office - Project completion	Carry over project - close out costs	14,700					14,700				14,700	
#7 Economic Devlpmt.	Signage Replacements and New Installations	Carry over and new project	48,000					48,000				48,000	
#10 Fire Service	Equipment - Misc. Equipment & PPE	current year - replacement schedule	144,307					144,307				144,307	
	Fire House Migration	current year - sole source recommendation	12,000					12,000				12,000	
	No Vehicles in 2024	current year - replacement schedule	0					0				0	
#14 Building Equipment	No Vehicles in 2024	current year - replacement schedule	0					0				0	
#20 Roadways	Road Construction - Strickland & Prospect (also water budget)	current year	731,230	292,492	241,306			197,432				731,230	
	Road Construction - projects by own forces - 6th Line	current year	274,744					274,744				274,744	
	Road Construction - MicroSurfacing - Ennismore	current year	281,603							281,603		281,603	
	Road Construction - engineering 2025 projects Ward St (w/	initial design - multi-year project	45,000			45,000						45,000	
	Road Construction - Water St - full asphalt - final lift	multi-year project - project completion	322,260					299,775	22,485			322,260	
	Road Construction - King/Reid - full asphalt - final lift	multi-year project - project completion	42,861					42,861				42,861	
	Road Construction - Concession St - full asphalt - top lift	current year - project extension	55,390									55,390	
	Road Construction - engineering & retender Ennismore CIP	carry over project - redesign and retender	18,000			55,390						18,000	
	Interlock Brick Replacement - Queen Street (Old Post Office) CIP	current year - carry over - no conditional grants	21,500			18,000						21,500	
#22 Roads - Equipment	Vehicles - Plow Truck 2024 components plow package	current year - replacement schedule - carry over	358,900					358,900				358,900	
	Equipment - Rubber Tire Excavator	current year - replcmnt. carry over - co-op purchasing - now	548,200					548,200				548,200	
	Equipment - Trackless Sidewalk Plow	current year - replacement schedule - co-op purchasing	223,300					223,300				223,300	
	Equipment - Loader w/Sweeper Attachment	current year - replcmnt. carry over - co-op purchasing - now	559,600					559,600				559,600	
	Two Way Radio - digital upgrades	current year	11,000					11,000				11,000	
#23 Streetlighting	Chemong Causeway - balance of project share - County	Township contribution to County project - no sheet	20,000			20,000						20,000	
#26 Structures	Culvert Guidrails - Fothergill Causeway (carry over - more \$\$\$)	carry over project - additional funding	173,000			113,000		60,000				173,000	
# 33 Landfill	Food Cyclor - Phase 2 Pilot - with delivery	project pilot - additional year	32,500					32,500				32,500	
#34 Stormwater	Strickland & Prospect - underground storm costs/catch basins	current year	42,900	17,160	12,870			12,870				42,900	
	CCTV Project Completion - engineering & contractor	multi-year project - project completion	144,275		144,275							144,275	
#40 Parks & Rec	Lakefield Marina - boardwalk, ramps & docks assessment	current year	10,000			10,000						10,000	
	Hague Blvd Docks (2 new for 4 slips)	current year	19,000			19,000						19,000	
	Campground - underground works - project costs & engineering	current year	Tender									0	
	Trees downtown	current year - carry over - no conditional grants	10,500			10,500						10,500	
	Accessible canoe/kayak ramp at beach & EZ launch IMP	carry over project - conditional grant approved	73,000		60,000			13,000				73,000	
	Stanley Street Trail	current year	10,500			10,500						10,500	
#42 LSCC	Compressor 2	current year - sole source	12,000			12,000						12,000	
	Compressor 1	current year - sole source	5,000			5,000						5,000	
#44 Library Services	Computer Replacement Schedule - typical annual items	current year - replacement schedule	39,525					39,525				39,525	
	Equipment - Service/Program Investments	current year	5,750					5,750				5,750	
	Signage stores (sharing costs with Community Care)	current year	1,000							1,000		1,000	
#45 Parks Equipment	No Vehicles or Equipment in 2024	current year - replacement schedule	0					0				0	
Studies	Strategic Plan/RSP including trails update- sole source?	current year - sole source recommendation	Request for Quote					0				0	
	Asset Management - external support possible	current year - typical placeholder amount - no sheet	50,000		50,000							50,000	
	Structures - Mandated Bi-annual Inspection	current year - under County contract	6,780				6,780					6,780	
	Terraview Heights - engineering costs	current year	5,000					5,000				5,000	
	Partnership with Grey County - FCM Home Energy Study	current year	10,000					10,000				10,000	
			4,535,285	309,652	508,451	368,890	16,780	3,016,424	22,485	281,603	0	1,000	4,525,285

Township of Selwyn  
Budget Working Paper

Date: February 1, 2024

### Capital Budget 2024

Department Name: **Facilities** General Ledger Code(s): **2.06.4400.4409**

Capital Project Name: **Old Post Office - Lakefield - Final Closeout Items**

Description:

Completion of outstanding items due to product supply issues and staff shortages. Items for completion include: custom security ladder, elevator parts, electronic and IT components and exterior lighting.

Attachments: Photo

Supporting Rationale: Sub-Committee Support: Not Applicable

In order to complete the accessible renovation and modernization of the former Post Office in Lakefield (12 Queen Street), there were a few minor items delayed due to long lead-time and supply issues along with staffing shortages around the holidays.

Strategic Plan/Related Plans Reference:

Foster healthy, engaged and connected community and Achieve excellence in governance and service delivery

Estimated Total Project Cost	<u><b>\$14,700</b></u>	Costs in Current Year's Budget	<u><b>\$14,700</b></u>
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Financial Plan:

The Township received \$750,000 in funding through the Canada Community Revitalization Fund (CCRF) towards this project. The balance of the project was budgeted over two-years, 2022 and 2023, and was funded through contributions from the Facilities & Properties Reserve and the Sustainability Reserve. This carry-over work will be funded from the Properties and Facilities Reserve.

Part of Long Term Replacement Schedule: Capital Project

Other Key Considerations:

*(accessibility, impact on future operations, annual savings, etc.)*

A few minor delays have taken place due to the timing and shutdowns/staffing shortages during the holiday season.

Township of Selwyn  
Budget Working Paper

Date: 01-Feb-24

### Capital Budget 2024

Department Name:

General Ledger Code(s):

**2.07.4005.6400**

Capital Project Name:

**Signage Replacements**

Description:

Signage replacement was scheduled in 2023 however due to timing issues was not completed. These replacements will include various wayfinding signage that are in disrepair/completely faded (examples provided in Department 7 Narrative) as well as the replacement of the kiosk signs located in Cenotaph Park in Lakefield and Heritage Park in Bridgenorth. A new entrance sign for Young’s Point on Hwy. 28 is also proposed as well as a new exterior sign for 12 Queen Street – The Old Post Office. The designs and sample are attached.

Attachments:

Drawing

Supporting Rationale:

Sub-Committee Support:

Not Applicable

Strategic Plan/Related Plans Reference:

Achieve excellence in governance and service delivery

Estimated Total Project Cost

**\$48,000**

Costs in Current Year's Budget

**\$48,000**

Financial Plan:

Estimated costs are: Replacement of Blue Recreation Wayfinding Sign (\$9,910), Replacement of Community Kiosk Signs in Lakefield and Bridgenorth (\$23,500), Young’s Point Community Sign (\$9,280) and Exterior Sign at The Old Post Office (\$5,310). These signs will be financed in Department 7 from funds brought forward from 2023.

Part of Long Term Replacement Schedule:

Capital Project

Other Key Considerations:

*(accessibility, impact on future operations, annual savings, etc.)*

Effective signage is imperative for way finding and branding that clearly identifies Selwyn Township locations and amenities.

## Example of Exterior Sign to be located at The Old Post Office (12 Queen Street, Lakefield)



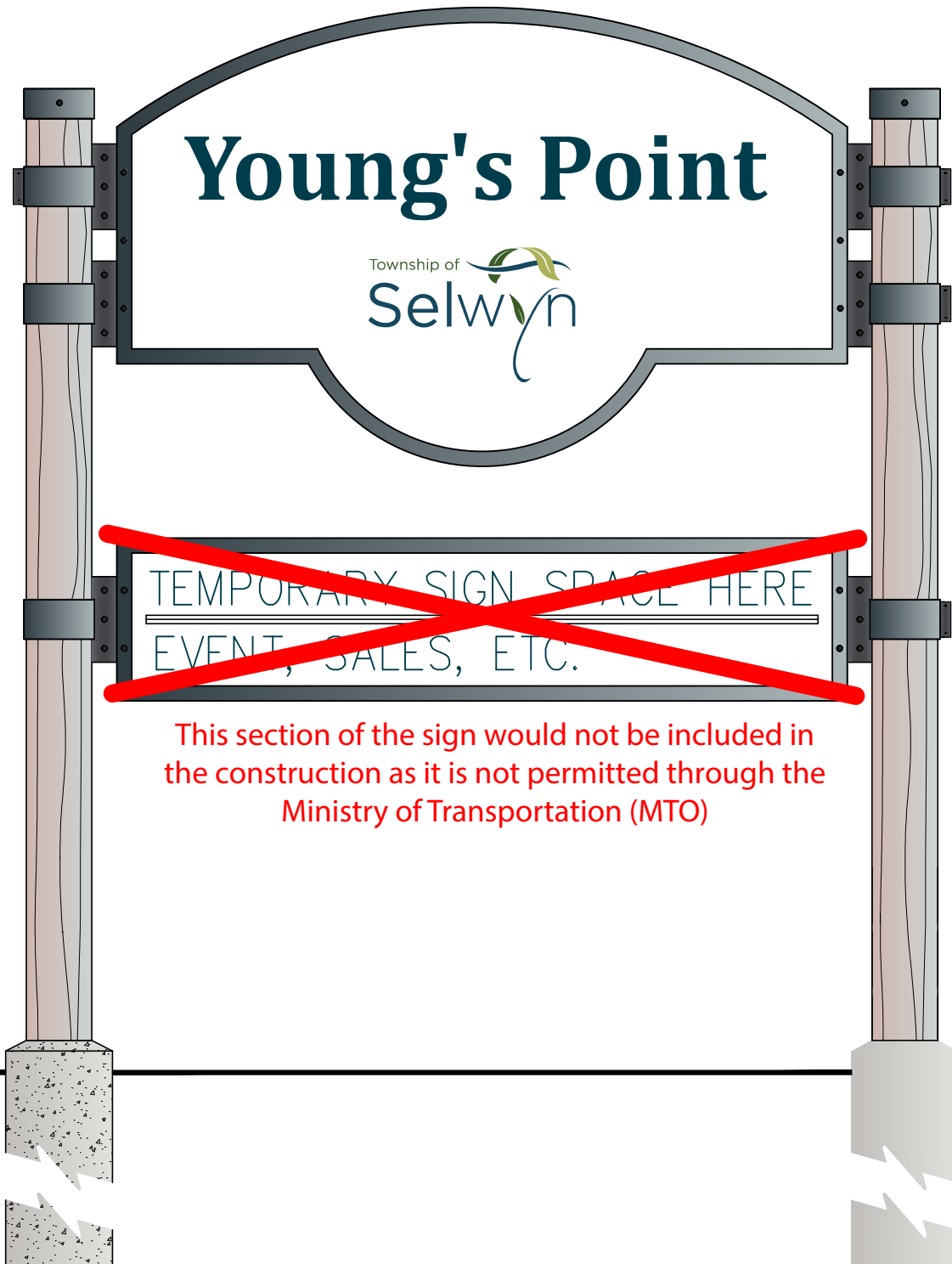
## Replacement of Blue Recreation Wayfinding Signs





# Marketing kiosk—large, two-sided to be located in Cenotaph Park, Lakefield and Heritage Park, Bridgenorth





Township of Selwyn  
Budget Working Paper

Date: 01-Feb-24

### Capital Budget 2024

Department Name:

General Ledger Code(s):

**1.05.4000.6320**

Capital Project Name:

**Home Energy Audit**

Description:

The Township partnered with the Clean Air Partnership and Grey County to submit an application to the Federation of Canadian Municipalities (FCM) Community Efficiency Financing program. The funding application was successful and a grant of up to \$120,000 to complete a feasibility study to explore the development of a Home Energy Loan Program has been approved. A Home Energy Loan Program provides loans to homeowners to complete energy efficiency upgrades, which supports the Township's climate change action goals.

Attachments:

Supporting Rationale:

Sub-Committee Support:

Not Applicable

Strategic Plan/Related Plans Reference:

Achieve excellence in governance and service delivery

Estimated Total Project Cost

**\$10,000**

Costs in Current Year's Budget

**\$10,000**

Financial Plan:

FCM will cover 80% of the costs to complete the feasibility study. The Township's share of the remaining 20% would be \$10,000 and would be funded through the sustainability reserve with costs accounted for in Department 5.

Part of Long Term Replacement Schedule:

Capital Project

Other Key Considerations:

*(accessibility, impact on future operations, annual savings, etc.)*

Supports the Township's climate change action goals.