

STAFF REPORT

Report #CAO2009-23

To: His Worship the Mayor and Members of Council

From: Jeff Carswell, Chief Administrative Officer

Re: 2009 Budget Public Meeting

Date: March 27, 2009

Background:

This report provides background on the budget documents being presented at the March 18th, 2009 Council meeting.

Discussion:

Attached to this report is the presentation for the Public Meeting on the Budget and User Fees. This presentation follows the same outline as last year and highlights the 2009 Budget.

Not attached to this report, but forming the budget details, are the documents reviewed by Council at the last meeting. The report from the March 18th, 2009 meeting contained updated budget, capital forecasts, reserve transactions and user fees. There were not any changes made by Council at the last meeting, so those documents could be referred to, as required. The report was circulated for the 2009 Budget Binder and is also available at:

http://www.twp.ezt.on.ca/information/budget/2009/2009-03-18_budget_report.pdf

To date, staff have not received any comments or submissions from the public on the budget. All budget

documents have been made available on the Township's website, notifications sent out as a "Latest Update/KMI" when new documents were posted, time has been identified in the agenda during regular Council meetings, budget binders have been made available at the Township Office and the Public Meeting was advertised in the Woodstock Sentinel Review and Tavistock Gazette.

Staff believes the budget proposal being put forth is reasonable and will permit the Township to continue providing services and programs at a level consistent with the past years. This budget provides the opportunity to increase service in some areas such sidewalk snow removal and continues to improve the Township's Road Infrastructure. As well, improvements to insurance will better protect the Township now and well into future. The budget provides an appropriate level of funding to address new and increasing demands in areas such as training for Health & Safety and Accessibility. With the appropriate level of funding and flexibility, staff resources can be utilized where required to deal with changing priorities and new mandatory programs.

It is important from staff's perspective to move forward with approval in a timely manner, especially for the Public Works Capital program. These projects require significant lead time and scheduling with the road employees. Approval also allows all departments to plan out projects and make the best use of resources over the spring and summer months.

Recommendations:

1. That Council consider comments from the public on the proposed 2009 Budget and Five Year Capital Forecast.
2. That subject to modifications or changes resulting from the above, Council pass resolutions as follows:

Police Budget

Resolved that Council approve the 2009 Oxford Community Police Service Budget showing a net expenditure of \$11,638,340 with the Township's share being \$958,452.

Township Budget

Resolved that Council approve the 2009 Township Budget showing revenues and expenditures of \$8,863,737 with a Township Tax Levy of \$3,126,197 and further that the User Fee Schedule, Five Year Capital Forecast, Reserve Transactions and associated estimates be approved and further that the Treasurer be instructed to prepare the necessary by-law.

Insurance Coverage Increase

Resolved that Council increase the Township's Insurance Coverage Level from \$15,000,000 to \$20,000,000 effective April 1, 2009 as per the 2009/2010 Insurance Program Renewal from Frank Cowan Company dated January 22, 2009.

Report prepared
and submitted by:



Jeff Carswell, AMCT
Chief Administrative Officer



Township of East Zorra-Tavistock 2009 Budget



Budget Public Meeting April 1, 2009 10:30 a.m.

Township of East Zorra-Tavistock 2009 Budget



- Meeting Format
 - Staff Presentation of 2009 Budget
 - Questions/Comments from the Public
 - Council consideration of Budget

Township of East Zorra-Tavistock 2009 Budget



- 2009 Proposed Tax Levy \$3,126,197
- Increase of \$112,540 over 2008
- 3.73% When Adjusted for Real Assessment Growth

Township of East Zorra-Tavistock 2009 Budget



■ The increase can be attributed to:

(70,000)	OMPF Increase
40,000	Decreased Revenue Projections
(6,000)	Decreased Donations
5,000	Insurance coverage to \$20,000,000
25,000	Sidewalk Snow Removal
34,500	Increased Capital
50,000	Gross Payroll, Overhead and Benefits
15,000	Fire Payroll
15,000	Increased and NEW Training for Accessibility, H & S
15,000	Fuel Costs
21,000	Equipment Operating Costs
5,000	Fire Department Training
26,020	Various changes all departments
<u>(62,980)</u>	2008 Real Assessment Growth
112,540	Budget Taxation Levy Change

Township of East Zorra-Tavistock 2009 Budget



- A single percentage change cannot be applied to all properties due to the re-assessment
- Only generalizations and averages can be used to help quantify the overall impacts

Township of East Zorra-Tavistock 2009 Budget



- Residential (RT) Assessment
- Median Assessment Increase is 5.3%
- ½ of increases are higher and ½ are lower for EZT
- 5.3% assessment increase results in an approx. overall 2.68% tax increase

Township of East Zorra-Tavistock 2009 Budget



- $\frac{1}{2}$ of Residential Assessments will be lower than 2.68% and $\frac{1}{2}$ will be higher
- Assessment increase of 5.64% generates a tax levy increase of 3%

Township of East Zorra-Tavistock 2009 Budget



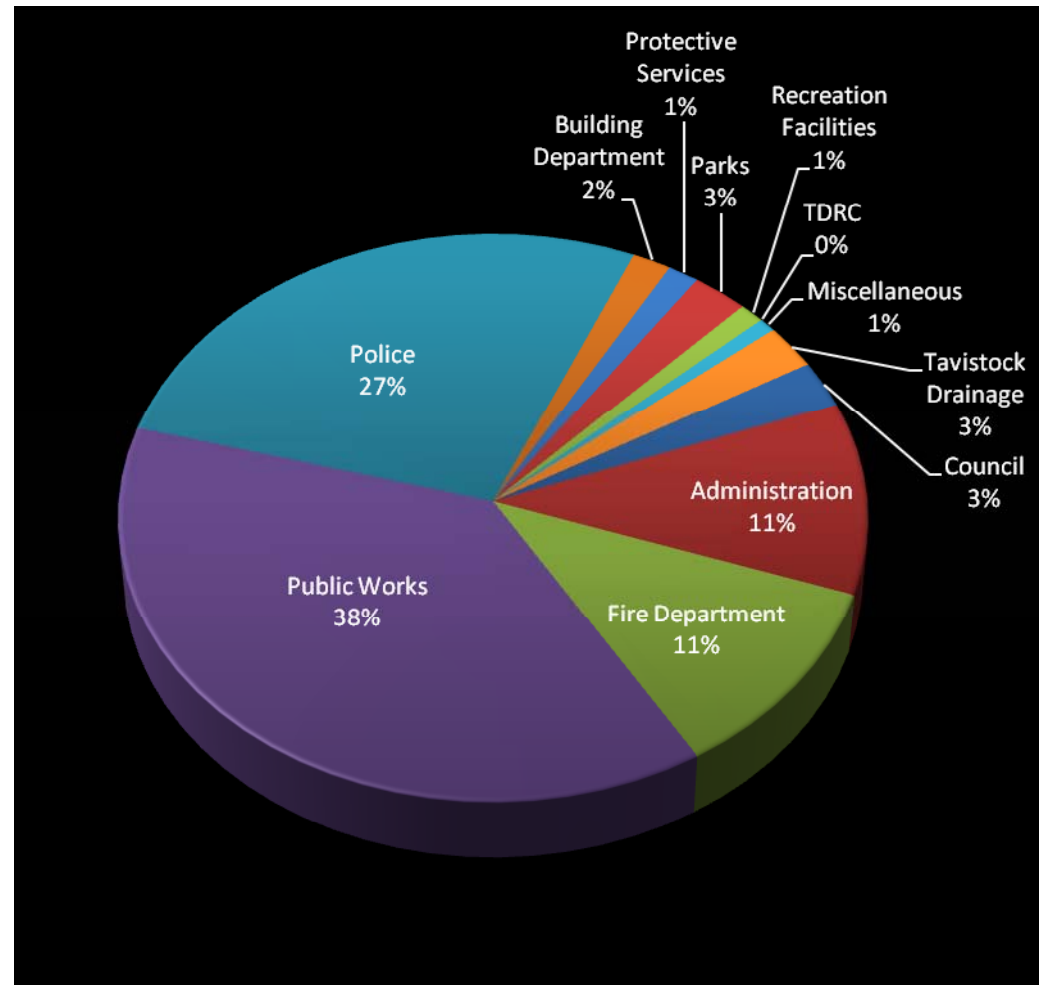
- Farmland (FT) assessment only
- Average Farm (FT) assessment is up 1.43%
- Translates into a 1.1% reduction in taxation

Township of East Zorra-Tavistock 2009 Budget



Township Taxation on the Average Residential Property

Council	\$23.51
Administration	\$97.05
Fire Department	\$98.44
Public Works	\$336.41
Police	\$242.00
Building Department	\$15.72
Protective Services	\$12.58
Parks	\$22.70
Recreation Facilities	\$10.12
TDRC	\$0.00
Miscellaneous	\$6.95
Tavistock Drainage	<u>\$22.29</u>
Total EZT Tax	\$887.78

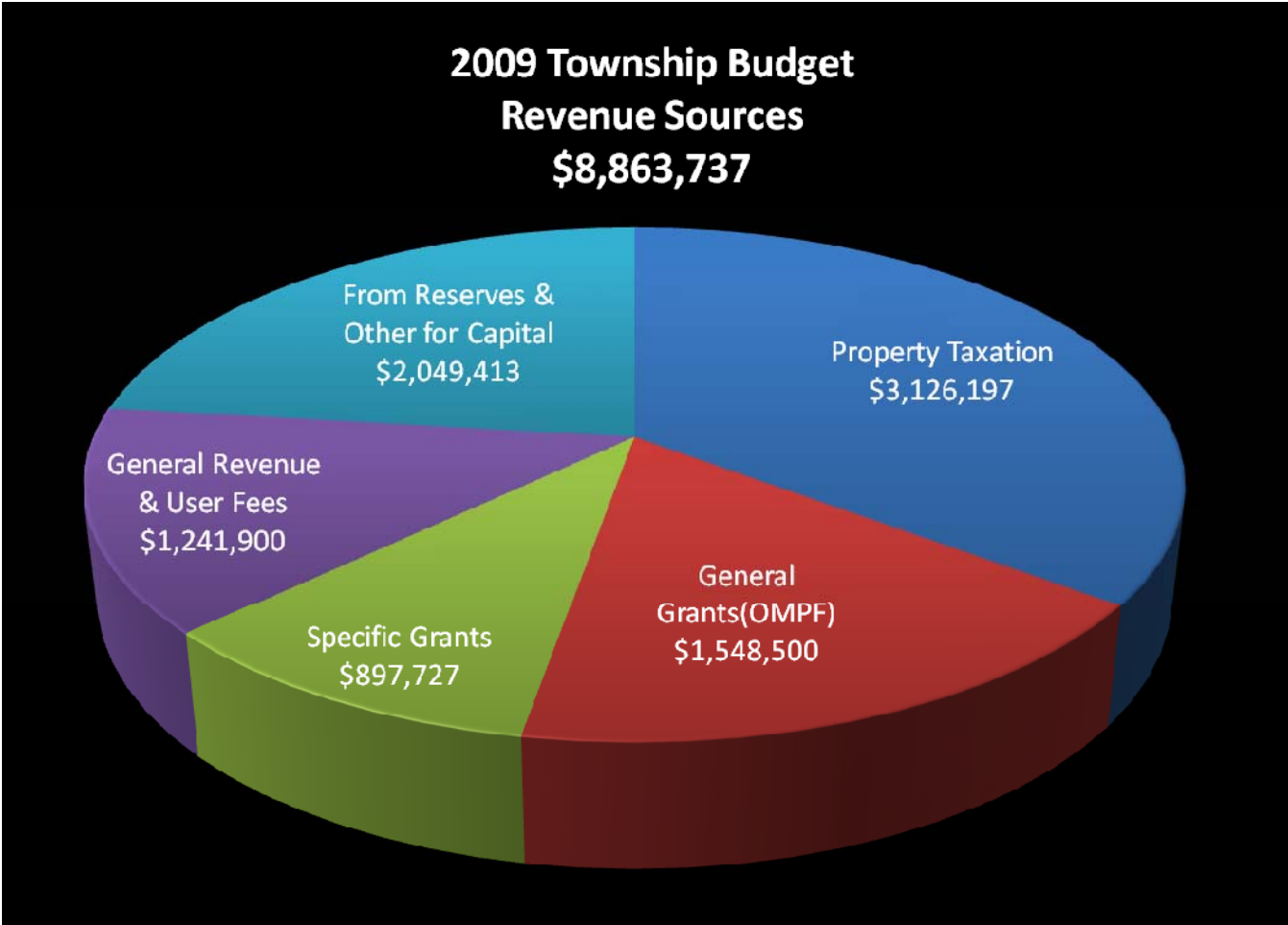


Township of East Zorra-Tavistock 2009 Budget



- Total 2009 Township Budget
\$8,863,737
- Includes operating, capital, transfers
to/from reserves and internal charges

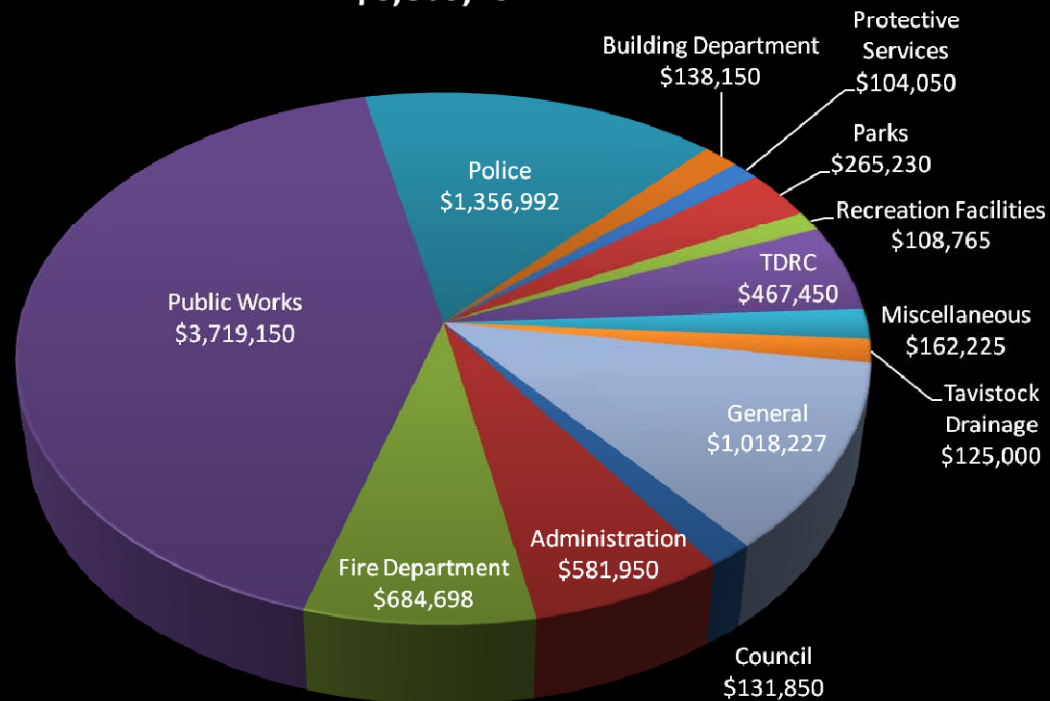
Township of East Zorra-Tavistock 2009 Budget



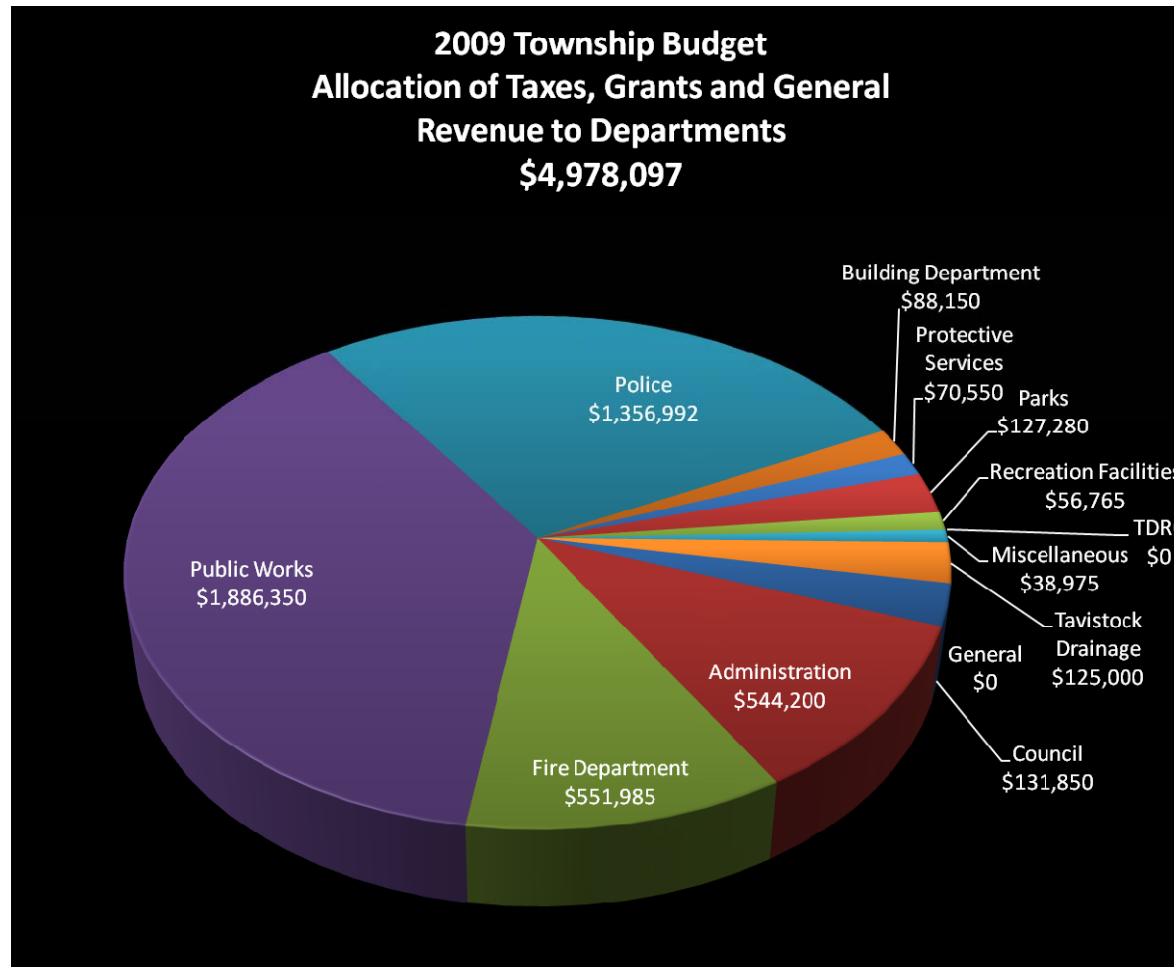
Township of East Zorra-Tavistock 2009 Budget



2009 Township Budget Gross Expenditures by Department including Capital and Transfers to Reserves \$8,863,737



Township of East Zorra-Tavistock 2009 Budget



Township of East Zorra-Tavistock 2009 Budget



- Operating budget maintains services and programs
- Budget incorporates higher insurance coverage
- Includes provision for a sidewalk snow removal program

Township of East Zorra-Tavistock 2009 Budget



- User Fee Schedule included in the detailed budget reports
- No significant changes proposed

Township of East Zorra-Tavistock 2009 Budget



- Capital Program details are set out in the Five Year Capital Forecast
- 2009 shows \$3,209,913 in gross expenditures and transfer to reserves
- \$1,160,500 required from Taxes, Grants and General Revenue

Township of East Zorra-Tavistock 2009 Budget



- Highlights
- Very low debt - Tavistock Firehall is the only financed project \$46,000/yr
- Facility Roof Improvements
 - Hickson Road Shop, Hickson Firehall, PUC Office
- Completion of William Street, 13th Line, Maplewood Sideroad Asphalt

Township of East Zorra-Tavistock 2009 Budget



- Hard-top 15th Line and 13th Line
- Continue work improving Maplewood Sideroad to the 16th Line
- Innerkip Street Reconstruction starting - BCF, Gas Tax
- Not currently showing financing

Township of East Zorra-Tavistock 2009 Budget



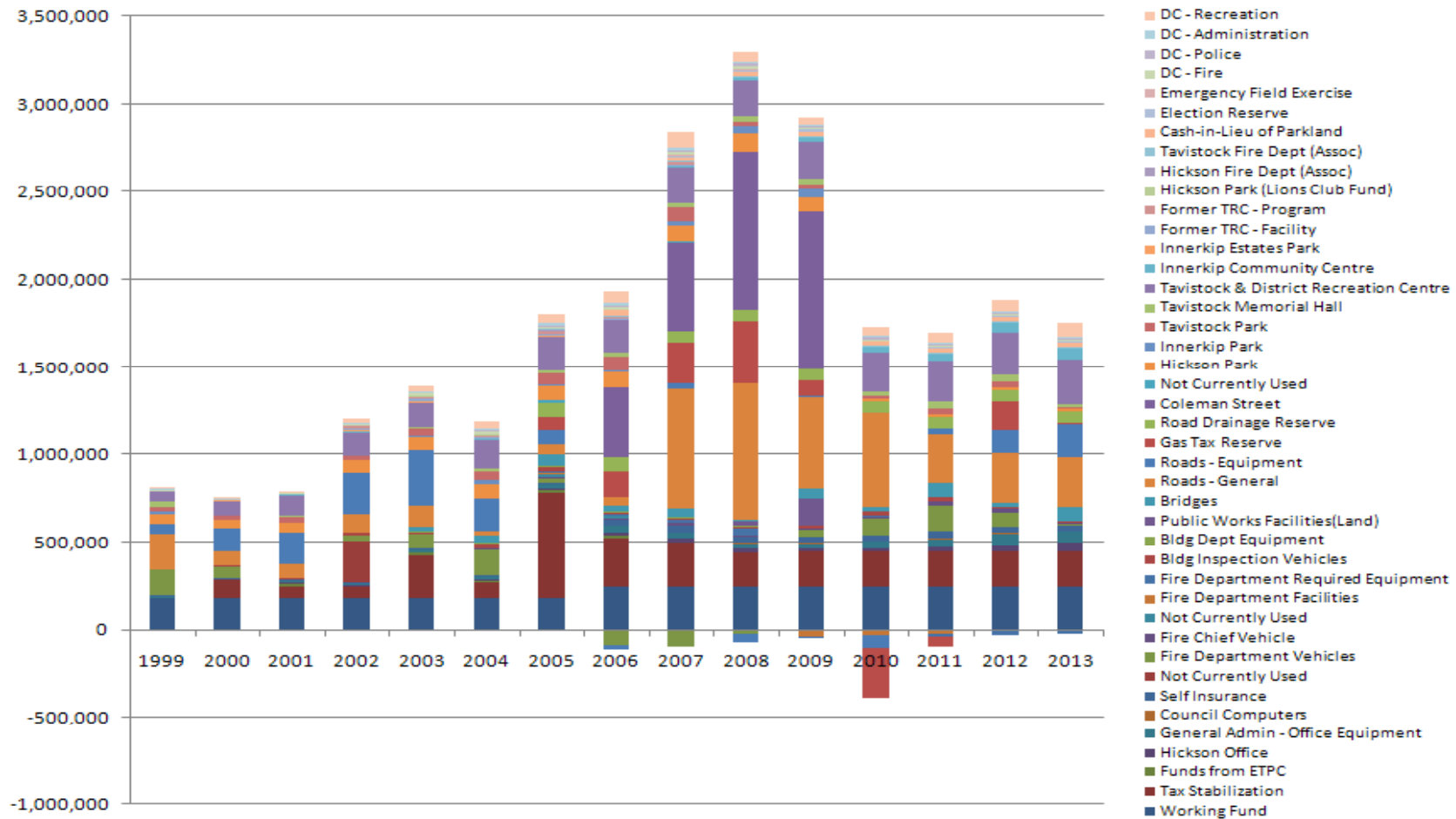
- Grants and Gas Tax have helped with increasing roads capital work
- Hickson Park Improvements (Lions/Trillium Funding)
- Tavistock Library Land
- Tavistock Drainage \$125,000 – decreased but no deductible payments

Township of East Zorra-Tavistock 2009 Budget



- Equipment replacement & vehicles are fully funded through reserves
- Reserve balances are healthy
- 2008 & 2009 reserves appear high due to recent grants, Gas Tax and Innerkip Reserve but will fall in 2010

Township of East Zorra-Tavistock 2009 Budget



Township of East Zorra-Tavistock 2009 Budget



- Detailed reports are available at:
www.twp.ezt.on.ca/information/budget/2009/

Township of East Zorra-Tavistock Google Custom Search

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2009 Budget

The 2009 Budget Page will contain all budget documents considered by Council during deliberation of the 2009 Budget. Where approvals or direction are given on the budget, those decisions will also be noted. The Budget process is public and Council encourages residents to comment on the budget. The main forum for Public Comment is the Public Meeting that Council must hold for the Budget. In addition to the Public Meeting, residents can contact a [Councillor](#), submit a written comment or email your comments to 2009budget@twp.ezt.on.ca.

Budget Timeline

- January 21 – Regular Council Meeting – Approve Budget Timeline, Consider several Budget Context Issues
- February 18 – Regular Council Meeting - First Drafts/Preliminary Information, Review Gravel Road Improvement Strategy
- March 4 – Regular Council Meeting – Additional Budget Discussions
- March 4 – Police Budget
- March 18 – Regular Council Meeting – Detailed review of the budget and direction on what to present at the Budget and User Fee Public Meeting in April
- April 1 – Budget Public Meeting 10:30 a.m. Hickson Office - Approval in principle subject to comments from the Public Meeting

Budget Documents

Document	Council Meeting
2009 Budget Timeline and Background	January 21, 2009
2009 Budget – Capital Forecasts, Gravel Road Rating	February 18, 2009
2009 Budget – Operating Budget – Background Information	March 4, 2009
2009 OCPS Budget presented March 4, 2009	March 4, 2009
2009 Budget and User Fees Public Meeting Notice	
2009 Budget - User Fees and Updated Budget Documents	March 18, 2009

Township of East Zorra-Tavistock 2009 Budget



- Questions / Comments

- Contact Information:

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