

Municipality of Lakeshore – Report to Council

Corporate Services

Deputy Chief Administrative Officer- Chief Financial Officer



To: Mayor and Members of Council

From: Justin Rousseau, Deputy Chief Administrative Officer – Chief Financial Officer
Jessica Gaspard, Division Leader – Financial Planning and Analysis

Date: February 10, 2025

Subject: 2025 Budget Adoption

Recommendation

Direct the Clerk to read By-law 18-2025, adopting the 2025 Budget Estimates, during the Consideration of By-laws; and

Direct Administration to publish the 2025 Budget Book, as presented at the March 4, 2025, Council meeting.

Strategic Objectives

3a) Modernizing and Enhancing Municipal Functions - Compile, organize, and index files, records, and data across the corporation to further evolve evidence-based decision making and increase staff efficiencies through accessing information

Background

Council, at its meeting on January 24, 2025, undertook deliberation and resolved through various motions to amend the 2025 Budget, and unanimously approved Resolution #30-01-2025:

Approve the 2025 draft budget as revised by resolution during the January 24, 2025, Council meeting; and that the necessary by-laws be prepared.

The 2025 Budget Book can be found at: <https://www.lakeshore.ca/en/municipal-services/2025-budget.aspx>

The Lakeshore Budget application has now been updated with the directions of Council from deliberations.

Comments

The 2025 Draft Budget initially proposed a total own-purposes levy increase of **\$3,624,970**. Following Council deliberations, the following adjustments were made to the budget levy:

Operating Budget Adjustments

Budget Issue	Increase/(Decrease)	% Impact	Council Resolution Number	Description
Reduce CAO Consulting	(\$15,000)	-0.04%	04-01-2025	Reduce professional consulting services in CAO Admin budget (line 4001, p.25) to \$20,000.
Heritage Reserve Elimination	(\$15,005)	-0.04%	05-01-2025	Return Heritage Committee Reserve funds to the general levy.
Public Service Unit Training Reduction	(\$11,200)	-0.03%	06-01-2025	Reduce training for Public Service Unit (2025-087, p.48) to \$5,000.
Grant Subsidy Reduction	(\$1,500)	0.00%	07-01-2025	Reduce line 3018, p.61 to \$11,500 and increase line 3017, p.61 to \$11,500.
Workforce Development Recruitment Budget Reduction	(\$25,000)	-0.06%	08-01-2025	Remove item 2025-003 - Personnel Recruitment Costs (p.75).
Growth and Sustainability Admin Memberships and Subscriptions Budget Increase	\$900	0.00%	10-01-2025	Add \$900 to item 2009, p.126.
Remove Economic <u>and</u> Growth Department	(\$215,218)	-0.53%	11-01-2025	Eliminate the Economic Development and Mobility division budget and return the funds to the general levy, with the exception of line 4009 and 9236, p.131; and remove the Chief Growth Officer position.

Budget Issue	Increase/(Decrease)	% Impact	Council Resolution Number	Description
Remove Two By-law Officers	(\$185,948)	-0.46%	13-01-2025	Remove the two By-law Compliance Officer positions (p.244).
Remove Parks Lead Hand Position	(\$107,704)	-0.26%	15-01-2025	Remove the Parks Lead Hand position (p.244).
Total	(575,675)			

One-Time Budget Adjustments

Budget Issue	Increase/(Decrease)	% Impact	Council Resolution	Description
One-Time OPP Contract – Provincial Subsidy	(\$500,000)	-1.22%	12-01-2025	Transfer \$500,000 to the reserve to offset policing costs (2025-018, p.174).
One-Time Reduction to the Transfers to Facilities Reserve	(\$75,000)	-0.18%	16-01-2025	Remove item ATRC-25-6459 and reduce the subsequent transfer to the Facilities reserve by \$75,000.
One-Time Reduction to the Transfers to Bridges and Culverts Reserve	(\$400,000)	-0.98%	19-01-2025	Transfer \$400,000 from OCIF funding to offset CAP-20-6408 – 2025 Bridge Rehabilitation Program (p.236) as a one-time transfer only.
One-Time Reduction to the Transfers to Plans and Studies Reserve	(\$285,000)	-0.70%	22-01-2025	Remove \$100,000 from the Plans and Studies Reserve relating to the Sanitary Allocation Policy project (p.238).
			23-01-2025	Remove items ENG-20-6492 – Transportation Master Plan Update (\$100,000) and ENG-23-6653 – 2025 Bridge Study (p.238)(\$85,000).

Budget Issue	Increase/(Decrease)	% Impact	Council Resolution	Description
One-Time Reduction to the Transfers to Parks Furniture Reserve	(\$125,000)	-0.31%	24-01-2025	Transfer \$125,000 from the Community Benefit Fund to offset the cost of item PRK-24-6712 (p.239), and reduce the transfer to the Parks Furniture and Fixtures Reserve by \$125,000.
One-Time Increase to Hard Top Maintenance Operating Budget Funded through Roads Reserve	\$0	0%	27-01-2025	Transfer \$200,000 one-time only from the Road Reserve for a one-time increase to the Hard Top Maintenance operating cost (line 7002, p.217), to be split evenly between asphalt and surface roads for maintenance.
Total	(\$1,385,000)			

The draft capital budget program totals \$36,293,604. Additionally, during deliberations, Council made the following adjustments to the capital program:

Budget Issue	Increase/(Decrease)	Council Resolution	Description
ATC-25-6459 ATRC Furniture and Seating	(\$75,000)	16-01-2025	Remove item ATRC-25-6459 and reduce the subsequent transfer to the Facilities reserve by \$75,000.
CAP-25-6432 Maidstone Water Tower Demolition	(\$395,000)	17-01-2025	Reduce item CAP-25-6432 – Maidstone Water Tower Demolition (p.236) to \$5,000 for the cost of the structural assessment only.
COM-25-6476 Community Satisfaction Survey and Citizen Panel Recruitment	(\$40,000)	20-01-2025	Remove item COM-25-6476 – Community Satisfaction Survey and Citizen Panel Recruitment (p.237).
ENG-20-6492 Transportation Master Plan Update	(\$400,000)	22-01-2025	Remove items ENG-20-6492 – Transportation Master Plan Update and ENG-23-6653 – 2025 Bridge Study (p.238).

Budget Issue	Increase/(Decrease)	Council Resolution	Description
ENG-23-6653 2025 Bridge Study	(\$85,000)	22-01-2025	Remove items ENG-20-6492 – Transportation Master Plan Update and ENG-23-6653 – 2025 Bridge Study (p.238).
ENG- 25-6459 Sanitary Allocation Policy	(\$100,000)	23-01-2025	Remove \$100,000 from the Plans and Studies Reserve relating to the Sanitary Allocation Policy project (p.238).
RDS-20-6478 Lifecycle Asphalt Resurfacing Program	\$1,000,000	25-01-2025	Add an additional \$1,000,000 to item RDS-20-6478 – Lifecycle Asphalt Resurfacing Program (p.239).
RDS-21-6551 Gravel Road Conversion to Surface Treatment	\$160,000	26-01-2025	Add one gravel road to be converted in 2025 (Lakeshore Road 213), estimated at \$160,000, to be funded from the Gravel Road Conversion reserve
RDS-21-6551 Gravel Road Conversion to Surface Treatment	\$130,000	28-01-2025	Add the gravel road conversion of Oriole Park Drive, with an estimated cost of \$130,000, to be funded from the Gravel Road Conversion reserve
RDS-24-6729 Sidewalk Missing Links	\$100,000	29-01-2025	Add an additional \$150,000 contribution to the Trails - Existing reserve, to be funded from the Community Benefit Reserve; add \$100,000 to the 2025 workplan and keep \$50,000 in reserve by end of year.
Total	\$295,000		

When factoring in the proposed County levy and the school board levy, the blended rate equates to an increase of 2.91% (municipal levy increase of \$53 and county level increase of \$55 per home with an MPAC assessment of \$270,000). This translates to an additional \$109 on a home valued at \$270,000. Garbage collection fees will also decrease by \$17 per year due to adjustment on the garbage contract forecast for a total annual increase of \$91 for an average home with garbage collection.

Approval of the 2025 Budget is recommended to ensure that municipal operations continue at the service levels supported by that budget. The 2025 Budget has inherent risk in that it is based on estimates made using the best information available at this time; actual results will vary based on actual revenue realized and costs incurred during the 2025 fiscal year.

With the approval of the 2025 budget, the communication team has developed some key information graphics to help inform residents of key data from the budget , and improve resident engagement (Attachment 1).

Additional Information

The Belle River Business Improvement Area (BIA) has announced their decision to no longer run the Sunsplash event, which makes a change to their historical budget look and funds. Furthermore, the BIA has recruited new board members to satisfy the requirements outlined in the governing by-law following the recent resignation of the Chair and a reduction in board membership below the required seven members. The BIA normally is required to submit their budget prior to this point in the year but will be working to do so following the appointment of new members.

Financial Impacts

By-law 18-2025 establishes the 2025 municipal own-purposes tax levy. A further by-law will be brought forward later in 2025 once County and School Board rates are finalized and the BIA rate is calculated.

Attachments

- 2025 Budget Information Graphics

Report Approval Details

Document Title:	2025 Budget Adoption.docx
Attachments:	- 2025 Budget Information Graphics
Final Approval Date:	Feb 20, 2025

This report and all of its attachments were approved and signed as outlined below:

Prepared by Justin Rousseau and Jessica Gaspard

Approved by the Corporate Leadership Team