

# OPERATING BUDGET

APPROVED 2025 OPERATING BUDGET



Town of Amherstburg



## **2025 Operating Budget Index**

Operating Budget Overview	Page 2
Budget Summaries	Page 15
Office of the CAO	Page 20
Corporate Services	Page 30
Fire Services	Page 37
Parks, Facilities & Recreation	Page 42
Development Services	Page 51
Infrastructure Services	Page 59

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# By the Numbers



## Parks, Facilities, & Recreation

- 100 Hectares of Parkland, including Sports Fields (247 Acres)
- 64 km of Trails:
  - CWATS 29 km
  - Others 32 km
  - Libro 3 km
- 20 Hectares of Naturalized Areas (50 acres)
- 25 Parks, including 12 Parks with Playground Equipment
- Floral Program
  - 110 Planters
  - 200 Hanging Baskets
  - 5 Raised Planters
  - Multiple Flower Beds
  - 2,500 Tulip Bulbs
- 45+ Facilities Maintained
- Recreation Facilities
  - 2 NHL Regulation Size Ice Surfaces
  - 1 Mini Ice Rink for Training
  - 1 Indoor Artificial Turf Field & Walking Track
  - 1 CFL/FIFA Regulation Size Outdoor Artificial Turf Field
  - 1 Premier Artificial Turf Diamond
  - 1 Miracle League Diamond
  - 17 Grass Outdoor Soccer Pitches
  - 6 Grass Field Baseball Diamonds
  - 5 Tennis and Pickleball Courts
  - 8 Dedicated Pickleball Courts
  - 4 Basketball Courts
  - 5 Pavilion/Gazebo/shade
  - 1 Splash Pad
- Recreation Programs
  - 25 Registered Programs for all ages
  - 10 Drop-in Programs for all ages
  - 4 Annual Special Events, including the New Holiday Market
  - 20+ User Groups, Leagues and Organizations

## Infrastructure & Engineering

- Roads – 245 km
- Lanes – 490 km
- Sidewalks – 65 km
- Refuse Collected (2023) – 7,391 tonnes
- Recycling Collected (2023) – 1,412 tonnes
- Yard Waste Collected (2023) – 1,300 tonnes
- Sanitary Sewers – 126 km of linear
- Storm Sewers – 100 km of linear
- Catch Basins – 2,800
- Bridges – 31
- Culverts – 79
- Watermain Maintained – 361 km of linear
- Streetlights – 2,000+
- Sanitary Pump Stations – 22
- Municipal Drains – 7
- Storm Pump Stations – 2
- Trees – 5,000
- Fleet (including Fire) – 65 vehicles

## Fire

- Total Response Calls – 469 calls (2023)
  - Fires – 85
  - Fire Alarm calls – 159
  - Public Hazard – 71
  - Rescues (MVA, etc.) – 84
  - Medical – 46
  - Others - 24
- 14 Fleet Units – 8 heavy Fleet Vehicles, 6 light Fleet Vehicles
- Other – Water Rescue Equipment - 2 inflatable Boats in a Trailer, 22' Limestone Boat (Marine 2) including Trailer, 4-Wheeler on a Trailer, Nuclear Emergency Worker Centre Trailer, Rehab/Decon Trailer and Decon Trailer
- 95 Fire Prevention Inspections
- 34 Business License Inspections
- 125 Fire Prevention Program Activities
- 250 Fire Safety Plan Reviews
- 15 Vulnerable Occupancy Annual Inspections
- 58 Smoke & CO Alarm Installs
- 494 Fire Permits Issued
- 184 Fire Permit Inspections
- \$4,976,700 Total Fire \$ Loss (Estimate)
- \$2,930,000 Total Property \$ Saved (Estimate)

## Development Services

### Building (Q3 – 2024)

- 314 Building Permits
- 90 Residential Dwelling Units created
  - 53 Single Family Dwelling Units
  - 13 Semi Detached Units
  - 0 Four Unit Townhouse Units
  - 0 Five Unite Townhouse Units
  - 0 Apartment Units
  - 0 Condo Units
  - 24 Secondary Units
- 18 Commercial Permits
- 5 Industrial Permits
- 6 Institutional Permits
- 40 Pool Enclosure Permits
- 1,954 Building Inspections
- \$73,000,000 Construction Value

### Planning (Q3 – 2024)

- Official Plan Amendments – 1 completed application, 2 ongoing applications
- Zoning Bylaw Amendments – 7 completed applications, 14 ongoing applications
- Heritage designations – 11 new designations; support for heritage initiatives and committee meetings
- Site Plan Agreements – 13 completed applications, 11 ongoing applications
- Committee of Adjustment applications:
  - Consents – 22 completed applications, 10 ongoing applications
  - Minor Variances – 39 completed applications, 4 ongoing applications
- Part Lot Control – 1 completed application
- Plan of Subdivision – 1 completed application, 21 ongoing applications
- Plan of Condominium – 1 ongoing application
- Easements – 2 ongoing easement applications
- Review of Residential Building Permits – 268 completed reviews
- Review of Non-Residential Building Permits – 19 completed reviews
- Short Term Rental Applications – 43 completed reviews
- Pre-Submission Applications (New 2023) – 21 completed applications, 0 ongoing applications
- Official Plan Update – Town Urban Structure Plan
- Official Plan Update – Land Needs Assessment
- Support for Official Plan, Official Plan Update, Heritage Conservation District, Community Improvement Initiatives, Excess Soil Strategy, Development Charges By-law
- Ontario Land Tribunal Hearings – 2 completed appeals, 4 ongoing appeals



## Corporate Services

### Finance

- 2,830,746,850 Taxable Assessment per MPAC
- 10,074 Households per MPAC
- 10,691 Final Tax Bills
- 1,089 Accounts Receivable transactions
- 6,816 Accounts Payable transactions
- 4,211 Payroll slips issued

### Information Technology

- 462 devices supported
  - 118 Computers
  - 115 Mobile Devices
  - 87 Networking Devices
  - 27 Business Printers
  - 101 Desk Phones
  - 14 Physical Servers
- Sites Supported: Town Hall, 3 Fire Stations, Libro Centre, Public Works, 99 Thomas Rd, Gordon House, The Hub, Water Pump Stations, McLeod Water Station, Victoria Street Community Centre
- 950 Internal Support Tickets annually

## Legislative Services

### By-Law Enforcement

- 422 Complaints received
- 189 Parking Tickets issued
- 22 Provincial Offences Tickets issued/Charges Laid
- 84 Marriage Licences issued
- 38 Business/Taxi Licenses issued
- 1,214 Dog Tags issued
- 46 Vital Statistics/Burial Permits Issued
- 63 Cat Vouchers Issued – 33 Cat Vouchers redeemed pursuant to the Cat Spay & Neuter Program

## Clerk

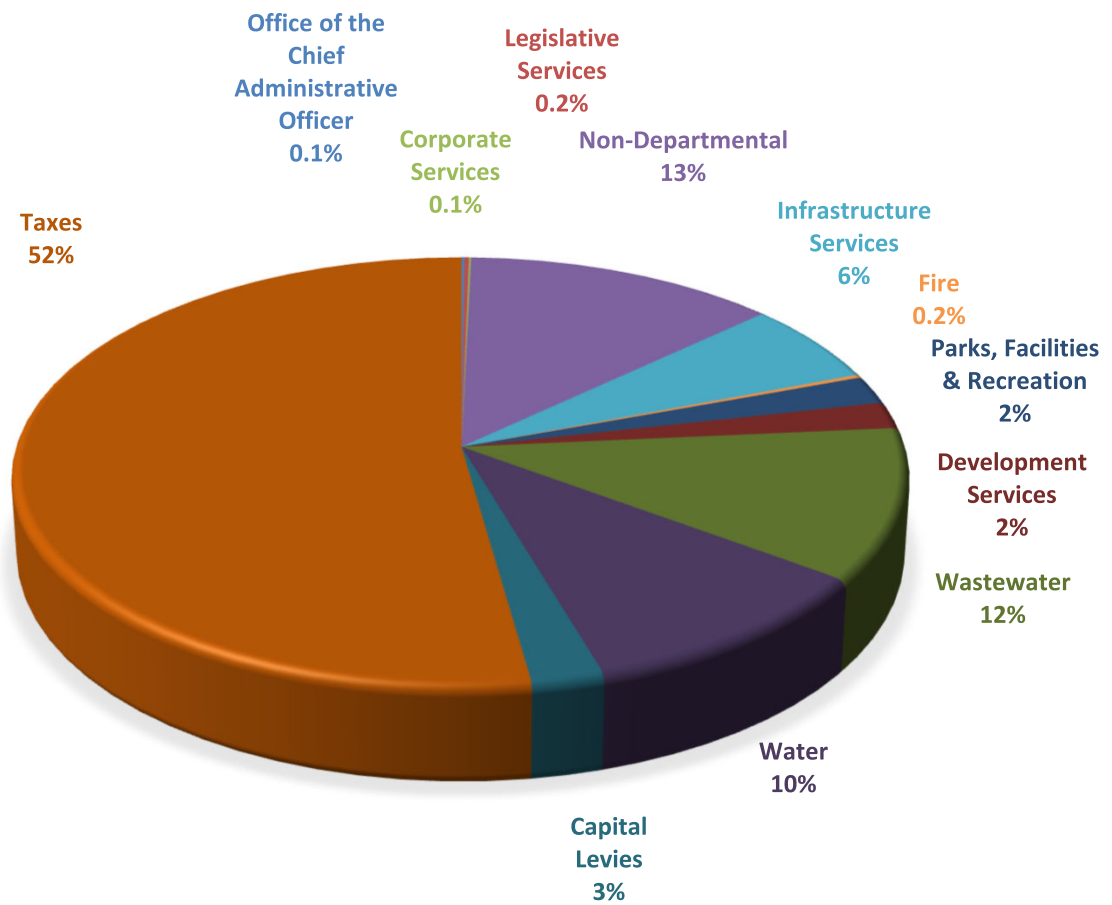
- 30 Regular and Special Public Council Meetings
- 14 In-Camera Council Meetings
- 50 Committee Meetings
- 11 Policies Reviewed & Revised
- 6 Insurance Claims processed against the Town
- 37 Subrogated Loss Claims Reviewed and Initiated on Behalf of the Town of Amherstburg
- 84 By-Laws Enacted
- 200 Council Resolutions Enacted

## Human Resources

- 40 Recruitments (single & multiple incumbents)
- 188 Employees (Headcount) / 131.44 FTE (full time equivalent)
  - 106 Full-Time Staff
  - 50 Part-Time S
  - 1 Temporary/Contract Staff
  - 31 (Inactive-Student Contracts)
  - 65 Part-Time (Volunteer) Firefighters
- Organizational Movement
  - 18 New
  - 9 Transfers/Moves
  - 51 Exits (including seasonal students, part-time, end of contracts, retirements)
  - 13 Leaves of Absences (STD, LTD, WSIB)
- Quarterly Labour Relations Meetings
- Semi-Annual Regional Human Resource Meetings
- Launched Recruitment Platform in HRIS
- Monthly/Semi-Monthly Pay Equity Maintenance/Job Evaluation Meetings
- Participation on OMHRA Communities of Practice (Mental Health and Wellness; Bargaining; Diversity, Equity and Inclusion, Talent Management)
- Monthly Diversity, Equity and Inclusion Communication
- Training and Development Offerings- (In person and on-line);
- Employee Wellness Initiatives (2);
- Employee Appreciation Initiatives (2);
- Life Event Support (2 retirements, 12 return to work);
- Summer Student Program and Co-Op Programs (3)

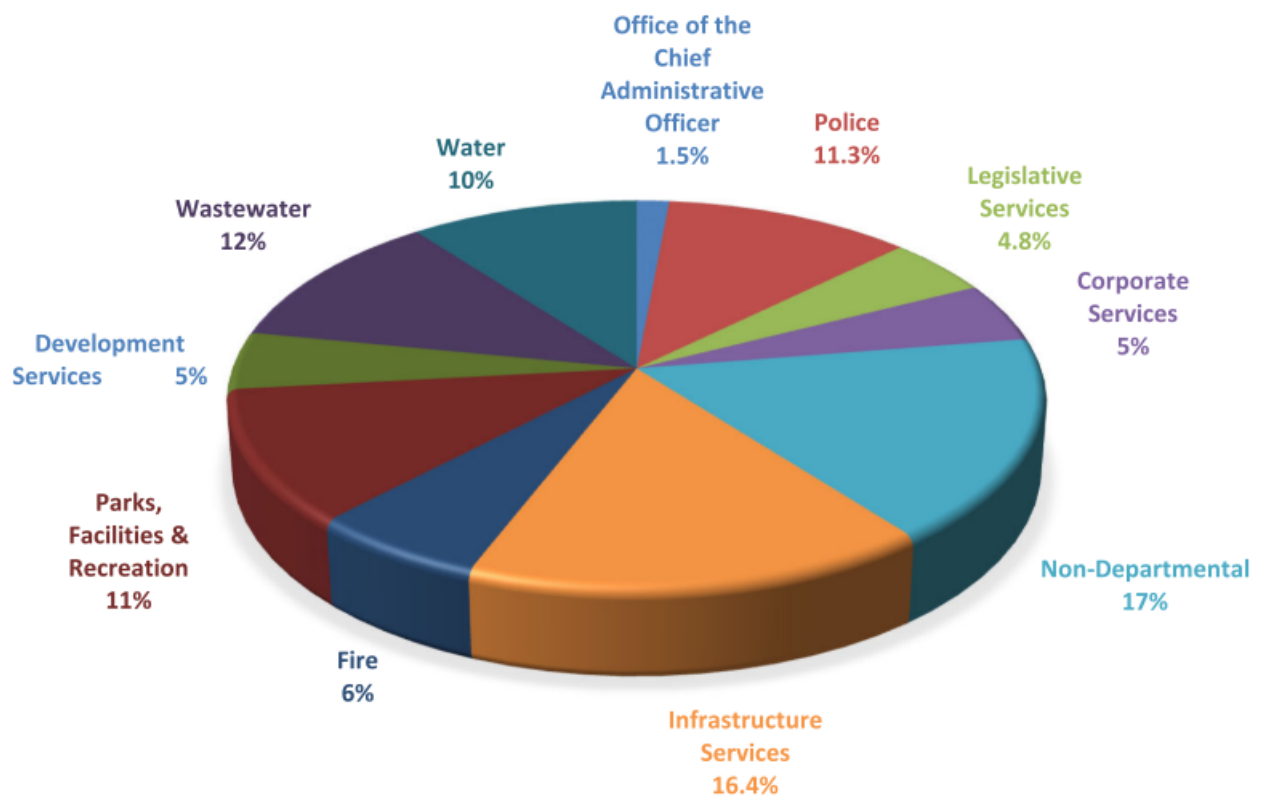
## 2025 Operational Revenues

Following is a breakdown of the \$61,781,327 total operating revenue in the Budget for taxation, water rate and wastewater rate funded budget centres in 2025:



## 2025 Operational Expenses

Following is a breakdown of the \$61,781,327 total operating expenses in the Budget for taxation, water rate and wastewater rate funded budget centres in 2025:



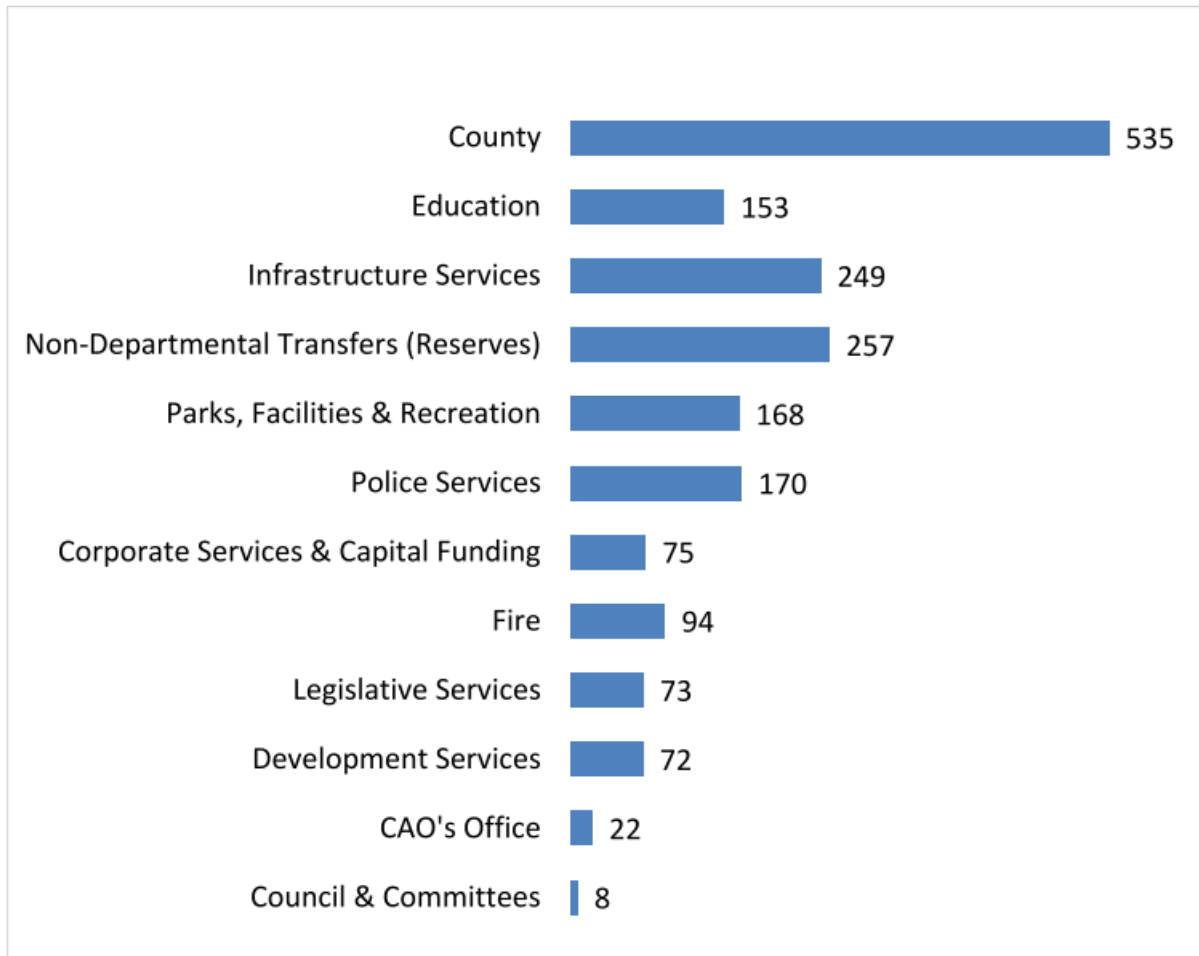
## 2025 Property Taxes

Following is a breakdown of the services funded by property taxes in 2025:

### How Amherstburg Tax Dollars Work for You in 2025

Based on Residential Dwelling per \$100,000 of assessed value

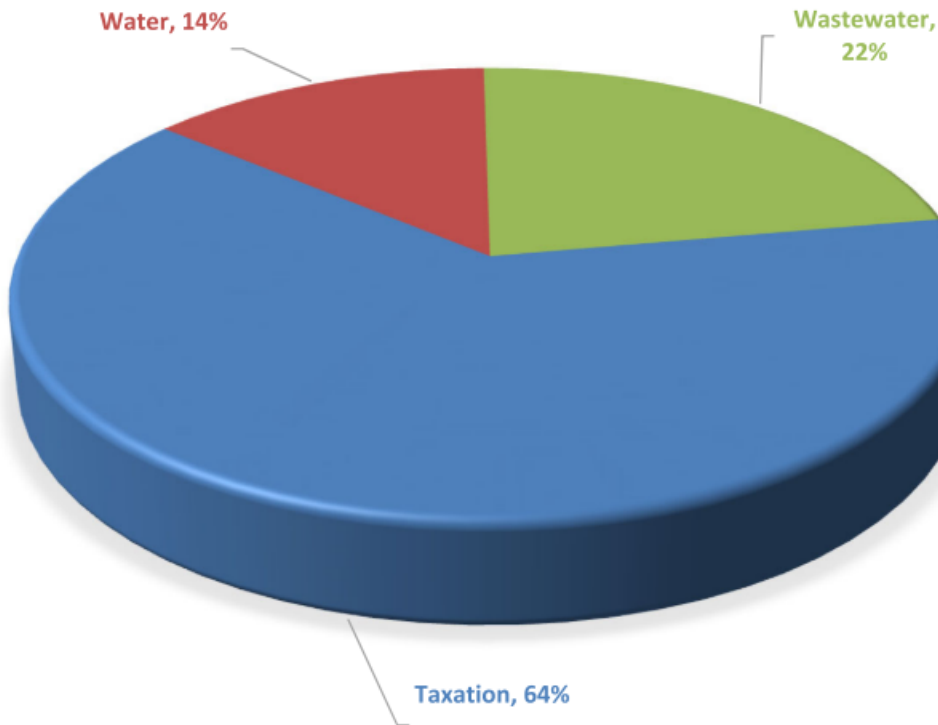
Amherstburg Levy	\$	1,189
County Levy	\$	535
Education Levy	\$	153
Total Tax Bill	\$	<u>1,877</u>



## 2025 Summary of Impact - Tax, Water and Wastewater

Following is a breakdown of property tax and user fees for 2025:

Taxation	\$	2,972
Water	\$	634
Wastewater	\$	1,045
	\$	<u>4,651</u>



### Assumptions:

Based on Residential Dwelling Valued at \$250,000

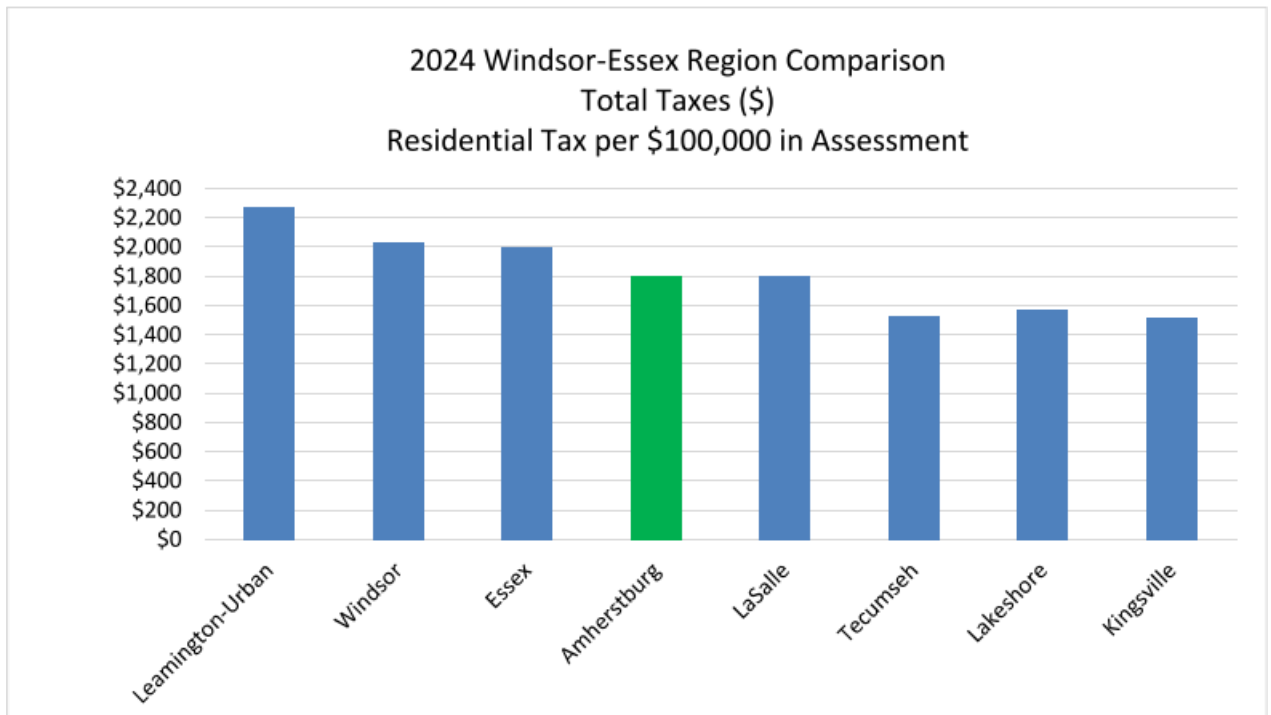
Water rate is 2024 rate + 3%.

Wastewater rate is 2024 rate + 3%

Water usage of 20m<sup>3</sup>/mo

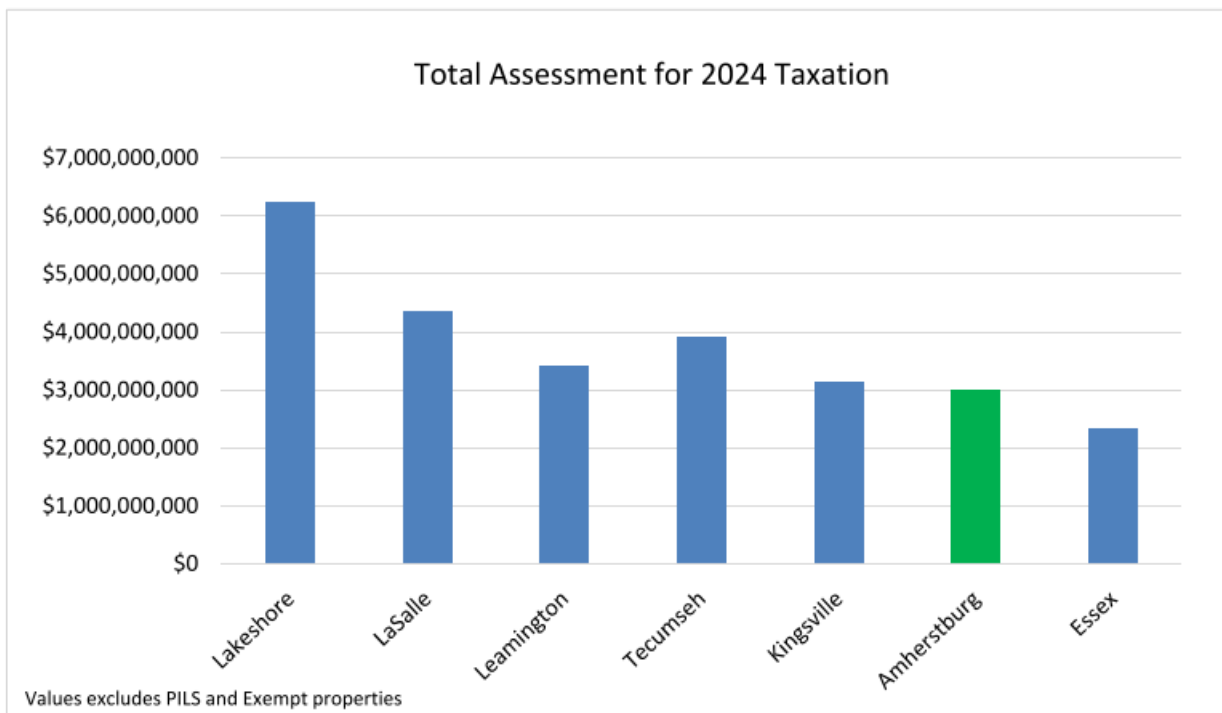
## 2024 Property Taxes

Following is a comparison of property taxes charged by various municipalities in the Windsor Essex region:



## 2024 Total Assessment

Assessment from 2024 Assessment Totals Report



<b>Town of Amherstburg</b>							
<b>Summary of Revenues</b>							
<b>2025 Budget</b>							
<b>Year ending December 31, 2025</b>							
		<b>2023 Budget</b>	<b>2023 YTD Actuals</b>	<b>2024 Budget</b>	<b>2024 Projected Year End</b>	<b>2025 Budget</b>	<b>2024 vs 2025 Budget Variance Fav/(Unfav)</b>
<b>Council &amp; Committees</b>		-	-	-	-	2,000	
<b>Office of the Chief Administrative Officer</b>							
Police		75,000	128,603	75,000	75,000	75,000	-
<b>Legislative Services</b>							
CAO's Office		-	-	-	-	-	-
Clerk's Office		22,000	9,367	22,000	16,319	22,000	-
Licensing & Enforcement		83,600	128,297	133,100	119,338	91,100	42,000
Human Resources		-	-	-	-	-	-
<b>Corporate Services</b>							
Financial Services		48,000	61,744	48,000	48,028	48,000	-
IT		-	10,914	-	-	-	-
<b>Non-Departmental</b>		<b>8,426,712</b>	<b>11,237,183</b>	<b>8,185,516</b>	<b>8,550,974</b>	<b>7,861,299</b>	<b>(324,217)</b>
<b>Fire</b>		<b>55,000</b>	<b>112,909</b>	<b>116,000</b>	<b>120,000</b>	<b>143,000</b>	<b>27,000</b>
<b>Parks, Facilities, Recreation &amp; Culture</b>							
Facilities (combined)		1,111,092	1,060,457	1,111,092	1,057,463	1,086,092	25,000
Parks		5,500	34,806	15,500	25,419	15,500	-
Recreation Services		202,000	222,911	203,872	208,985	203,872	-
<b>Development Services</b>							
Building		965,100	747,700	842,000	579,438	842,000	-
Planning		275,966	169,474	280,173	228,804	280,173	-
Economic Development (combined)		90,000	206,484	151,656	223,974	115,300	36,356
<b>Infrastructure Services</b>							
Drainage		2,463,720	510,052	4,522,120	4,522,120	2,463,720	2,058,400
Public Works		834,000	960,537	1,349,600	1,376,619	1,312,600	37,000
<b>Total Non-Taxation Revenues</b>		<b>14,657,690</b>	<b>15,582,703</b>	<b>17,055,629</b>	<b>17,152,481</b>	<b>14,557,656</b>	<b>2,497,973</b>
<b>Capital Special Levy</b>		<b>1,370,849</b>	<b>1,377,898</b>	<b>1,422,436</b>	<b>1,420,762</b>	<b>1,464,956</b>	<b>42,521</b>
<b>TAXES LEVIED</b>		<b>26,974,125</b>	<b>26,974,127</b>	<b>29,748,462</b>	<b>29,751,670</b>	<b>32,281,600</b>	<b>2,533,137</b>
<b>TOTAL TAX LEVY</b>		<b>28,344,974</b>	<b>28,352,025</b>	<b>31,170,898</b>	<b>31,172,431</b>	<b>33,746,556</b>	<b>2,575,658</b>
<b>TOTAL TAX REVENUE</b>		<b>43,002,664</b>	<b>43,934,727</b>	<b>48,226,526</b>	<b>48,324,912</b>	<b>48,304,212</b>	<b>77,685</b>
<b>TOTAL WATER REVENUE</b>		<b>6,202,498</b>	<b>6,774,114</b>	<b>6,383,156</b>	<b>6,382,447</b>	<b>6,383,156</b>	<b>-</b>
<b>TOTAL WASTEWATER REVENUE</b>		<b>7,093,959</b>	<b>7,290,777</b>	<b>7,093,959</b>	<b>7,150,310</b>	<b>7,093,959</b>	<b>-</b>
<b>TOTAL TOWN REVENUE</b>		<b>56,299,121</b>	<b>57,999,618</b>	<b>61,703,641</b>	<b>61,857,669</b>	<b>61,781,327</b>	<b>77,685</b>

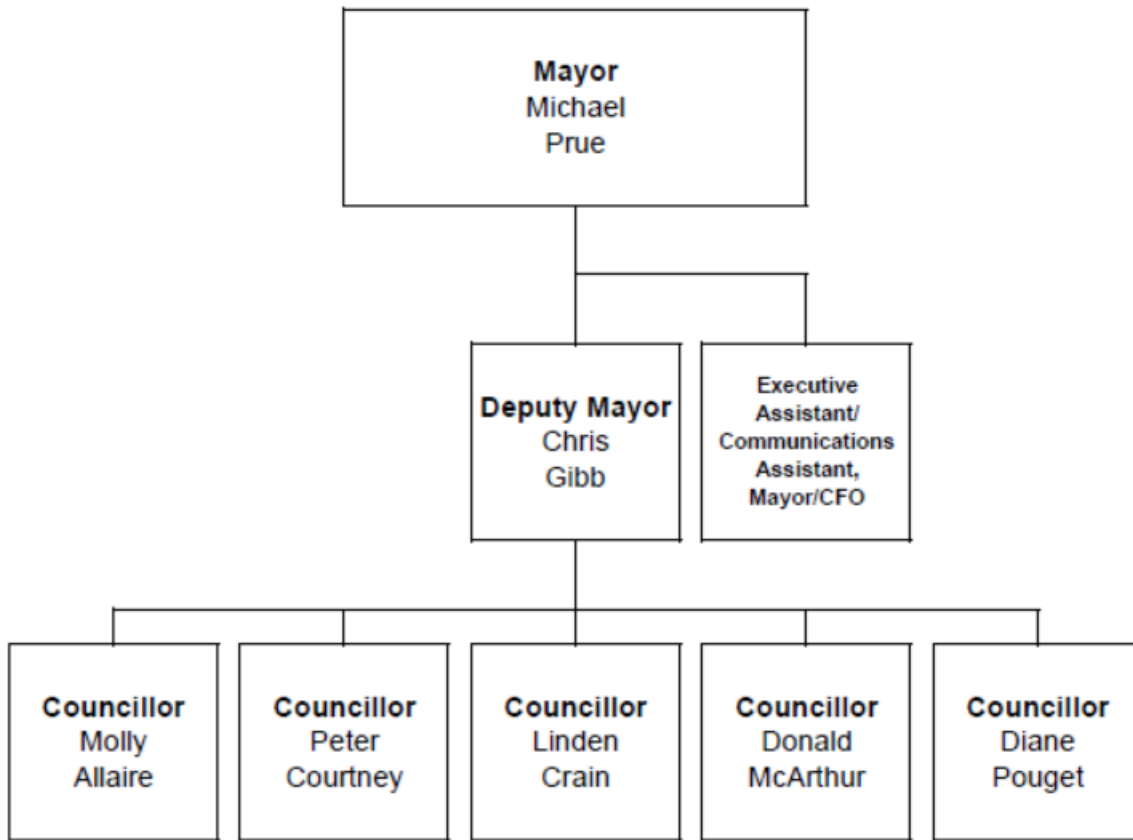


Town of Amherstburg								
Summary of Expenses								
2025 Budget								
Year ending December 31, 2025								
		2023 Budget	2023 YTD Actuals	2024 Budget	2024 Projected Year End	2025 Budget	2024 vs 2025 Budget Variance Fav/(Unfav)	% Increase
<b>Council &amp; Committees</b>		308,372	277,719	311,337	295,957	315,805	(4,469)	1.4%
<b>Office of the Chief Administrative Officer</b>								
CAO's Office		827,733	1,139,018	876,172	909,331	903,034	(6,861)	3.1%
Police		5,608,808	5,748,630	6,301,854	6,343,130	6,923,846	(621,992)	9.9%
Clerk's Office		1,474,041	1,371,022	1,513,907	1,395,943	1,424,589	89,318	-5.9%
Licensing & Enforcement		478,147	481,713	513,676	489,673	524,986	(11,310)	2.2%
Human Resources		790,829	418,702	915,979	926,871	1,001,821	(85,842)	9.4%
<b>Corporate Services</b>								
Financial Services		1,580,054	1,525,994	1,607,383	1,581,193	1,698,605	(91,222)	5.7%
Information Technology		1,168,188	1,104,163	1,194,858	1,194,399	1,345,319	(150,461)	12.6%
<b>Non-Departmental</b>		10,092,133	12,772,852	10,267,211	10,609,658	10,462,883	(195,672)	1.9%
<b>Fire</b>		2,604,443	2,766,434	3,300,423	3,396,804	3,830,429	(530,006)	16.1%
<b>Parks, Facilities, Recreation &amp; Culture</b>								
Facilities (combined)		4,145,713	3,631,409	4,371,524	4,233,254	4,481,936	(110,413)	2.5%
Parks		1,383,478	1,299,273	1,439,023	1,448,942	1,492,072	(53,049)	3.7%
Recreation Services		668,564	709,223	802,457	807,570	856,766	(54,309)	6.8%
<b>Development Services</b>								
Building		965,100	747,700	842,000	579,439	842,000	0	0.0%
Planning		772,923	741,768	855,905	803,172	900,263	(44,358)	5.2%
Economic Development (combined)		1,052,076	1,299,135	1,217,278	1,291,240	1,200,205	17,074	-1.4%
<b>Infrastructure Services</b>								
Drainage		2,552,609	568,221	4,761,409	4,751,806	2,704,076	2,057,333	-43.2%
Public Works		6,529,453	6,652,695	7,134,131	7,161,150	7,395,577	(261,446)	3.7%
Subtotals		43,002,664	43,255,669	48,226,526	48,219,532	48,304,212	(77,685)	0.2%
<b>TOTAL OPERATING EXPENSES</b>		<b>43,002,664</b>	<b>43,255,669</b>	<b>48,226,526</b>	<b>48,219,532</b>	<b>48,304,212</b>	<b>(77,685)</b>	<b>0.2%</b>
<b>TAXATION FUNDED CAPITAL EXPENDITURES</b>		-	-	-	-	-	-	
<b>CAPITAL RESERVE TRANSFERS</b>		-	-	-	-	-	-	
<b>TOTAL TAXATION FUNDED EXPENDITURES</b>		<b>43,002,664</b>	<b>43,255,669</b>	<b>48,226,526</b>	<b>48,219,532</b>	<b>48,304,212</b>	<b>(77,685)</b>	<b>0.16%</b>
<b>TOTAL WATER EXPENSES</b>		<b>6,202,497</b>	<b>6,799,815</b>	<b>6,383,156</b>	<b>6,382,446</b>	<b>6,383,156</b>	<b>-</b>	
<b>TOTAL WASTEWATER EXPENSES</b>		<b>7,093,959</b>	<b>7,290,777</b>	<b>7,093,959</b>	<b>7,150,310</b>	<b>7,093,959</b>	<b>0</b>	
<b>TOTAL TOWN EXPENSES</b>		<b>56,299,119</b>	<b>57,346,261</b>	<b>61,703,641</b>	<b>61,752,288</b>	<b>61,781,327</b>	<b>(77,685)</b>	

Town of Amherstburg							
Summary of Expenses By Type							
2025 Budget							
Year ending December 31, 2025							
	2023 Budget	2023 YTD Actuals	2024 Budget	2024 Projected Year End	2025 Budget	2024 vs 2025 Budget Variance Fav/(Unfav)	
<b>DEPARTMENT OPERATING EXPENSES</b>							
Salaries	10,736,004	10,345,599	11,598,901	11,305,243	11,908,650	(309,749)	
Benefits	3,376,053	2,882,074	3,596,103	3,511,026	3,780,084	(183,981)	
Retiree Benefits	374,570	393,174	446,163	477,115	496,163	(50,000)	
<b>Subtotal - Salary &amp; Benefits</b>	<b>14,486,626</b>	<b>13,620,847</b>	<b>15,641,167</b>	<b>15,293,383</b>	<b>16,184,897</b>	<b>- 543,730</b>	
General Expenses	3,160,080	3,168,426	3,560,460	3,298,399	3,570,212	(9,752)	
Professional and Consulting Fees	476,315	736,666	603,750	402,486	517,040	86,710	
Building and Facility Expense	750,075	689,684	739,375	683,101	739,375	-	
Other Expenses	55,000	47,661	55,000	29,260	55,000	-	
Committee Expenses	33,405	23,664	28,800	19,000	28,800	-	
Contracted Services	5,642,082	5,775,847	6,281,293	6,308,459	6,886,314	(605,021)	
Election Expense	2,200	3,587	2,200	2,671	2,200	-	
Equipment and Vehicles	838,167	1,027,165	830,047	1,064,078	953,704	(123,657)	
Grants & Waivers Expense	185,485	185,482	182,779	226,438	182,779	-	
Municipal Partnerships Expenses	26,000	26,000	28,100	46,200	30,000	(1,900)	
Road and Drainage Maintenance	3,444,250	1,265,050	5,562,825	5,398,074	3,504,250	2,058,575	
Solid Waste & Landfill	1,558,700	1,707,061	1,647,000	1,762,874	1,696,749	(49,749)	
Traffic Signal and Sign Maintenance	102,000	99,818	115,000	148,840	115,000	-	
Tree Maintenance	229,500	134,583	244,500	337,134	244,500	-	
Utilities	1,142,800	1,053,042	1,142,800	1,123,935	1,142,800	-	
Cost Allocations	134,774	134,774	134,774	134,774	134,774	-	
Debt Charges	803,568	767,343	1,003,568	1,003,567	1,213,238	(209,670)	
Transfers to/from	9,931,637	12,788,969	10,423,090	10,936,859	11,102,581	(679,491)	
<b>Subtotal - Other Operating Expenses</b>	<b>28,516,037</b>	<b>29,634,822</b>	<b>32,585,360</b>	<b>32,926,149</b>	<b>32,119,315</b>	<b>466,045</b>	
<b>TOTAL OPERATING EXPENSES</b>	<b>43,002,664</b>	<b>43,255,669</b>	<b>48,226,526</b>	<b>48,219,532</b>	<b>48,304,212</b>	<b>- 77,685</b>	
<b>TOTAL TAX EXPENSES</b>	<b>43,002,664</b>	<b>43,255,669</b>	<b>48,226,526</b>	<b>48,219,532</b>	<b>48,304,212</b>	<b>(77,685)</b>	
<b>WATER EXPENSES</b>							
Salaries	937,034	899,784	961,748	867,966	962,600	(852)	
Benefits	330,585	297,212	338,547	315,552	336,597	1,950	
Retiree Benefits	35,000	33,330	39,600	33,971	32,600	7,000	
<b>Subtotal - Salary &amp; Benefits</b>	<b>1,302,619</b>	<b>1,230,326</b>	<b>1,339,895</b>	<b>1,217,488</b>	<b>1,331,797</b>	<b>8,098</b>	
General Expenses	348,882	314,734	349,382	797,984	540,240	(190,858)	
Professional and Consulting Fees	25,000	28,058	25,000	32,991	25,000	-	
Contracted Services	1,094,702	1,176,069	1,195,782	1,140,317	1,228,749	(32,967)	
Equipment and Vehicles	182,983	257,285	182,983	248,970	202,982	(19,999)	
Service Maintenance	359,000	538,238	370,400	538,943	420,400	(50,000)	
Utilities	210,000	261,201	210,000	252,013	210,000	-	
Water Program	6,500	3,516	6,500	-	6,500	-	
Cost Allocations	785,800	785,800	815,600	815,600	815,600	-	
Debt Charges	344,379	341,299	344,379	354,379	257,057	257,057	
Transfers to/from	1,542,632	1,863,288	1,543,236	983,761	1,344,831	198,405	
<b>Total Water Operating Expenses</b>	<b>6,202,497</b>	<b>6,799,815</b>	<b>6,383,157</b>	<b>6,382,446</b>	<b>6,383,156</b>	<b>(87,321)</b>	
<b>WASTEWATER EXPENSES</b>							
General Expenses	440,240	384,500	440,240	363,311	598,819	(158,579)	
Professional and Consulting Fees	30,000	34,215	30,000	9,359	30,000	-	
Contracted Services	1,543,225	1,650,041	1,613,432	1,452,120	1,557,029	56,403	
Environmental Services Expense	457,000	264,734	297,000	172,252	297,000	-	
Equipment and Vehicles	202,500	144,078	202,500	222,497	202,500	-	
Solid Waste and Landfill	70,000	109,012	110,000	128,774	110,000	-	
Utilities	503,300	583,525	503,300	615,990	503,300	-	
Cost Allocations	841,800	841,800	929,600	929,600	929,600	-	
Debt Charges	2,009,777	1,975,859	2,009,777	2,009,566	2,009,343	434	
Transfers to/from	996,117	1,303,014	958,110	1,246,840	856,368	101,742	
<b>Total Wastewater Operating Expenses</b>	<b>7,093,959</b>	<b>7,290,777</b>	<b>7,093,959</b>	<b>7,150,310</b>	<b>7,093,959</b>	<b>(0)</b>	
<b>TOTAL TOWN EXPENSES</b>	<b>56,299,119</b>	<b>57,346,261</b>	<b>61,703,642</b>	<b>61,752,288</b>	<b>61,781,327</b>	<b>(165,007)</b>	

TOWN OF AMHERSTBURG						
TAX LEVY CALCULATION						
2025 Budget	2023 Budget	2024 Budget	2025 Budget	Increase		
<b>Total Collectable Tax Levy General</b>	\$ 26,974,125	\$ 29,748,462	\$ 32,281,600	\$ 2,533,137	8.52%	
<b>Total Collectable Tax Levies Special Purpose</b>						
Funds Raised By Capital Replacement Levy	\$ 685,424	\$ 711,218	\$ 732,478			
Funds Raised By Capital Reserve Levy	\$ 685,424	\$ 711,218	\$ 732,478			
	\$ 1,370,849	\$ 1,422,436	\$ 1,464,956			
<b>Total Collectable Tax Levies</b>	\$ 28,344,974	\$ 31,170,898	\$ 33,746,556	\$ 2,575,658	8.26%	
<b>Tax Rate Calculation Data:</b>						
Taxable Assessment as provided by MPAC	2,752,152,250	2,839,767,950	2,927,780,641			
Weighted Assessment	2,656,620,144	2,756,592,570	2,838,995,245	3.76%	2.99%	
(calculated using tax ratios provided by the County of Essex)				<b>Net Growth</b>	<b>Net Growth</b>	
<b>Average Tax Rate Calculation</b>	<b>0.01015355</b>	<b>0.01079175</b>	<b>0.01137078</b>		<b>5.37%</b>	
Total Collectable (through tax rates)/						
Weighted Assessment						
<b>Capital Replacement Rate</b>	<b>0.00025801</b>	<b>0.00025801</b>	<b>0.00025801</b>		<b>0.00%</b>	
<b>Capital Reserve Rate</b>	<b>0.00025801</b>	<b>0.00025801</b>	<b>0.00025801</b>		<b>0.00%</b>	
<b>Total Tax and Capital Rate</b>	<b>0.01066956</b>	<b>0.01130776</b>	<b>0.01188680</b>		<b>5.12%</b>	
<b>Amount Per \$100,000 in Assessment</b>						
Total General Levy Taxes on \$100,000 in assessed value	\$ 1,015.35	\$ 1,079.18	\$ 1,137.08			
Total Capital Replacement Levy on \$100,000 in assessed value	\$ 25.80	\$ 25.80	\$ 25.80			
Total Capital Reserve Levy on \$100,000 in assessed value	\$ 25.80	\$ 25.80	\$ 25.80			
<b>Total Municipal Tax Bill on \$100,000 in assessed value</b>	<b>\$ 1,066.96</b>	<b>\$ 1,130.78</b>	<b>\$ 1,188.68</b>		<b>\$ 57.90</b>	

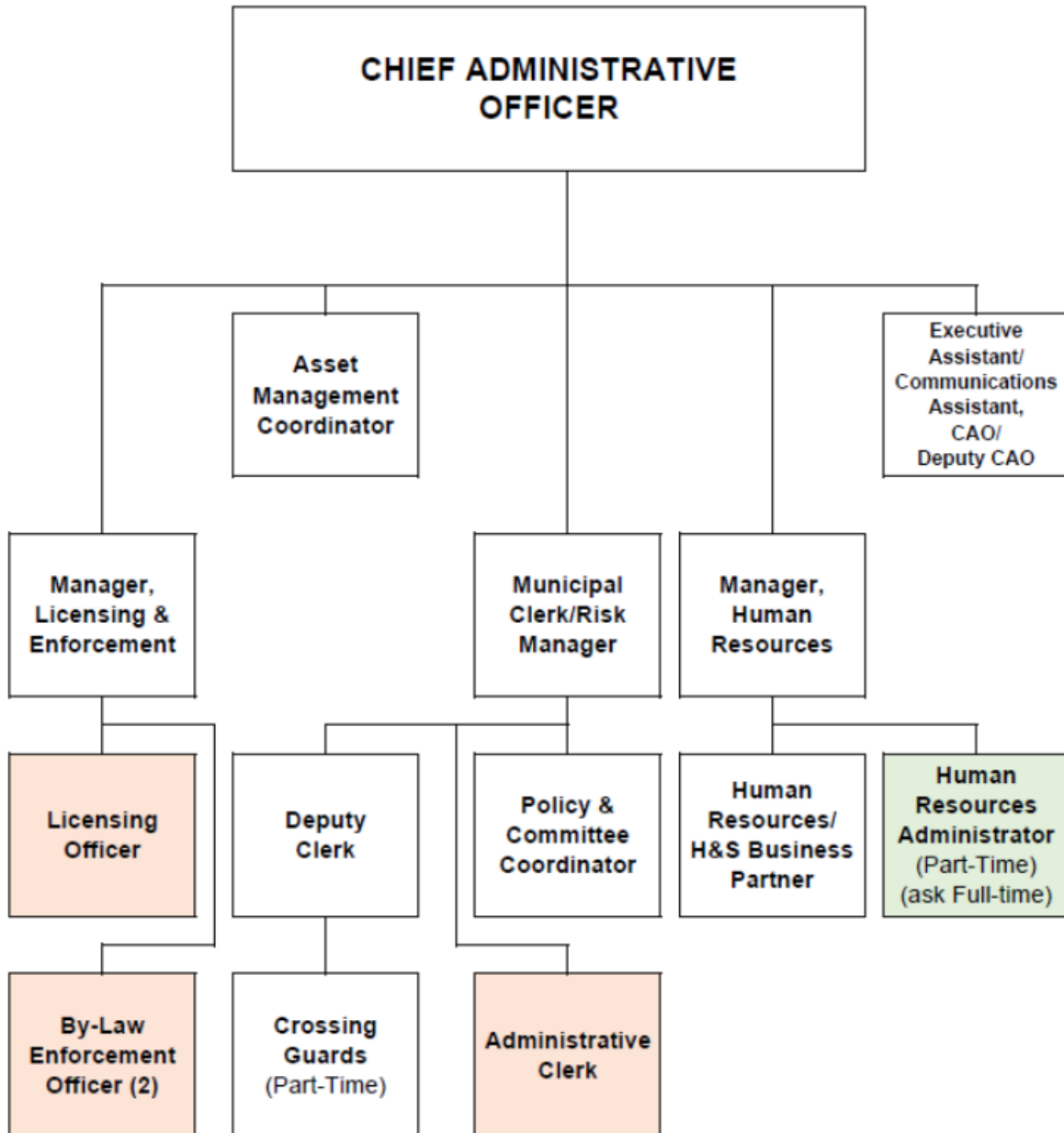




- | <b>BOARDS &amp; COMMITTEES</b>   |
|--|
| 1. Amherstburg Accessibility Advisory Committee (AAAC)<br>2. Amherstburg Environmental Advisory Committee (AEAC)<br>3. Audit and Finance Advisory Committee (AFAC)<br>4. Co-An Park Committee<br>5. Committee of Adjustment (COA)<br>6. Dangerous Dog Appeal Committee<br>7. Drainage Board<br>8. Economic Development Advisory Committee (EDAC)<br>9. Election Compliance Audit Committee (ECAC)<br>10. Fence Viewer Committee<br>11. Heritage Committee<br>12. Licensing Committee<br>13. Livestock Evaluator Committee<br>14. Parks and Recreation Advisory Committee<br>15. Property Standards Committee |



### Department Overview





## Department Description

### The Office of The Chief Administrative Officer

The Chief Administrative Officer (CAO) advises Council and directs staff in accordance with all applicable policies, rules, professional standards, regulation and legislation.

The day-to-day business of operating the Town is the responsibility of the CAO, providing strategic direction to the organization in alignment with Council priorities and the provisions of the Municipal Act.

### Clerks Department

The Clerk's Office is responsible for the delivery of the following services:

- Council services
- Boards and Committees
- Policy and By-law creation
- Corporate Records Management program
- Freedom of Information requests
- Accessibility for Ontarians with Disabilities Act compliance
- Civil Marriage Solemnization
- Insurance claims and Corporate Risk Management program
- Commissioner of Oaths
- Municipal Elections
- Crossing Guard program

### Licensing and Enforcement Division

Licensing and By-Law Enforcement Division is responsible to enforce the Town By-laws, in addition to administering the issuance of various Licenses and Permits.

- Business and Taxi Licenses
- Lottery Licenses
- Marriage Licenses
- Liquor Licenses
- Death Certificate
- Dog Licenses
- Portable Sign Permit
- Public Event Permit
- Noise By-law Exemption
- Short Term Rental Licenses



### Human Resources Department

The Human Resources Department provides the following services:

- Recruitment and staffing
- Compensation and benefits administration
- Job evaluation and pay equity
- Development of employment policies
- Employee training and development
- Health and safety programs
- Labour relations
- Employee wellness programs

### Budgeted Staffing Resources

Permanent FTE's	2023	2024	2025 Proposed
Full Time FTE	13.00	13.50	14.50
Part Time FTE	0.50	1.20	0.60
Total FTE	13.50	14.70	15.10
<b>Net Change</b>			<b>0.40</b>

### 2024 Staffing Complement includes:

*Full Time*

- 1.00 CAO
- 1.00 Executive Assistant/Communications Assistant to the CAO & Deputy CAO
- 0.50 Executive Assistant/Communications Assistant to the CFO & Mayor (split)
- 1.00 Asset Management Coordinator
- 1.00 Municipal Clerk
- 1.00 Deputy Clerk
- 1.00 Policy and Committee Coordinator
- 1.00 Administrative Clerk
- 1.00 Manager, Licensing and Enforcement
- 1.00 Licensing Officer
- 2.00 By-Law Enforcement Officers
- 1.00 Manager, Human Resources
- 1.00 Human Resources/Health & Safety Business Partner

*Part Time*

- 0.60 Crossing Guards (7 positions)
- 0.60 HR Administrative Coordinator (1 position)

### \*Proposed 2025 Staff Complement Changes:

*Full Time*

- 1.00 Human Resource Administrative Coordinator (less 0.6 PT Position)



Town of Amherstburg Budget Centre: CAO'S OFFICE 2025 Operating Budget	2023			2024			2025						
	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>Revenues</b>													
<b>8-Transfers From</b>													
4-3000 - Transfer From Reserves	69,092	30,596	38,496	-	-	-	-	-	-	-	-	-	-
<b>Total 8-Transfers From</b>	<b>69,092</b>	<b>30,596</b>	<b>38,496</b>	-	-	-	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>69,092</b>	<b>30,596</b>	<b>38,496</b>	-	-	-	-	-	-	-	-	-	-
<b>Expenses</b>													
<b>1-Salaries and Wages</b>													
5-0101 - Salaries - Full Time	430,090	450,545	(20,455)	488,717	561,465	(72,748)	488,717		17,595			506,312	
5-0112 - Salaries - Part Time	52,460	18,814	33,646	-	-	-	-		-			-	
<b>Total 1-Salaries and Wages</b>	<b>482,550</b>	<b>469,359</b>	<b>13,190</b>	<b>488,717</b>	<b>561,465</b>	<b>(72,748)</b>	<b>488,717</b>	-	<b>17,595</b>	-	-	<b>506,312</b>	
<b>1-Salaries and Wages-Benefits</b>													
5-0201 - Benefits - C.P.P.	16,787	16,634	153	17,441	20,000	(2,559)	17,441		1,008			18,449	
5-0202 - Benefits - E.I.	5,697	5,824	(128)	5,778	6,000	(222)	5,778		454			6,232	
5-0203 - Benefits - Omers	55,594	51,511	4,084	51,443	68,707	(17,264)	51,443		2,848			54,292	
5-0204 - Benefits - E.H.T.	9,350	9,413	(63)	9,530	9,530	-	9,530		477			10,007	
5-0205 - Benefits - Greenshield	24,120	15,001	9,119	22,054	19,800	2,254	22,054		2,450			24,504	
5-0207 - Benefits - Life & Disability	28,021	4,449	23,571	25,269	8,330	16,939	25,269		(4,096)			21,173	
5-0208 - Benefits - W.S.I.B.	12,741	12,570	170	12,949	24,239	(11,290)	12,949		6,215			19,164	
5-0209 - Benefits - Post-Retirement Benefit Cont.	2,925	1,292	1,633	1,950	1,950	-	1,950		510			2,460	
5-0216 - Auto Allowance	7,000	7,000	0	7,000	7,000	0	7,000		(0)			7,000	
<b>Total 1-Salaries and Wages-Benefits</b>	<b>162,235</b>	<b>123,695</b>	<b>38,540</b>	<b>153,414</b>	<b>165,556</b>	<b>(12,142)</b>	<b>153,414</b>	-	<b>9,867</b>	-	-	<b>163,281</b>	
<b>2-General Expenses</b>													
5-0251 - Subscriptions & Publications	750	1,264	(514)	750	190	560	750					750	
5-0301 - Office Supplies	1,850	3,796	(1,946)	1,850	1,342	508	1,850					1,850	
5-0307 - Advertising	-	-	-	2,000	509	1,491	2,000					2,000	
5-0342 - Meeting Expenses	3,000	3,038	(38)	3,000	3,281	(281)	3,000					3,000	
5-0345 - Cell Phone Expense	2,980	1,370	1,610	2,980	725	2,255	2,980			(600)		2,380	IT-001
5-0350 - Memberships	10,000	9,951	49	10,000	15,000	(5,000)	10,000					10,000	
5-0351 - Training And Conferences	15,961	10,235	5,726	15,961	15,156	805	15,961					15,961	
5-0352 - Travel & Mileage	1,000	980	20	1,000	2,068	(1,068)	1,000					1,000	
<b>Total 2-General Expenses</b>	<b>35,541</b>	<b>30,633</b>	<b>4,908</b>	<b>37,541</b>	<b>38,271</b>	<b>(730)</b>	<b>37,541</b>	-	-	-	(600)	<b>36,941</b>	
<b>2-Professional and Consulting Fees</b>													
5-0325 - Legal Fees	130,000	414,183	(284,183)	130,000	120,878	9,122	130,000					130,000	
5-0327 - Professional Fees	86,500	131,745	(45,245)	66,500	23,161	43,339	66,500					66,500	
<b>Total 2-Professional and Consulting Fees</b>	<b>216,500</b>	<b>545,927</b>	<b>(329,427)</b>	<b>196,500</b>	<b>144,039</b>	<b>52,461</b>	<b>196,500</b>	-	-	-	-	<b>196,500</b>	
<b>Total Expenses</b>	<b>896,825</b>	<b>1,169,614</b>	<b>(272,789)</b>	<b>876,172</b>	<b>909,331</b>	<b>(33,159)</b>	<b>876,172</b>	-	<b>27,461</b>	-	(600)	<b>903,034</b>	
<b>Net Operating Budget</b>	<b>827,733</b>	<b>1,139,018</b>	<b>(311,285)</b>	<b>876,172</b>	<b>909,331</b>	<b>(33,159)</b>	<b>876,172</b>	-	<b>27,461</b>	-	(600)	<b>903,034</b>	

Town of Amherstburg Budget Centre: POLICE 2025 Operating Budget	2023			2024			2025						
	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>Revenues</b>													
<b>2-Grants</b>													
4-1022 - Police - Provincial Court Service Upload	-	71,214	(71,214)	-	-	-	-	-	-	-	-	-	-
<b>Total 2-Grants</b>	-	71,214	(71,214)	-	-	-	-	-	-	-	-	-	-
<b>2-User Fees</b>													
4-0750 - Provincial Offences Revenue	75,000	57,388	17,612	75,000	75,000	-	75,000	-	-	-	-	75,000	
<b>Total 2-User Fees</b>	75,000	57,388	17,612	75,000	75,000	-	75,000	-	-	-	-	75,000	
<b>Total Revenues</b>	75,000	128,603	(53,603)	75,000	75,000	-	75,000	-	-	-	-	75,000	
<b>Expenses</b>													
<b>1-Salaries and Wages-Retiree Benefits</b>													
5-0206 - Benefits - Greenshield Retirees	-	151,493	(151,493)	-	-	-	-	-	-	-	-	-	-
<b>Total 1-Salaries and Wages-Retiree Benefits</b>	-	151,493	(151,493)	-	-	-	-	-	-	-	-	-	-
<b>2-General Expenses</b>													
5-0315 - Telephone	6,000	6,704	(704)	6,000	7,072	(1,072)	6,000	-	-	-	-	6,000	
5-0324 - Dispatching	77,000	71,500	5,500	235,000	310,778	(75,778)	235,000	-	84,300	-	-	319,300	
<b>Total 2-General Expenses</b>	83,000	78,204	4,796	241,000	317,850	(76,850)	241,000	-	84,300	-	-	325,300	
<b>2-Professional and Consulting Fees</b>													
5-0325 - Legal Fees	25,000	-	25,000	25,000	-	25,000	25,000	-	-	-	(25,000)	-	POL-001
<b>Total 2-Professional and Consulting Fees</b>	25,000	-	25,000	25,000	-	25,000	25,000	-	-	-	(25,000)	-	-
<b>3-Building and Facility Expense</b>													
5-0317 - Building Maintenance	15,000	4,255	10,745	15,000	7,612	7,388	15,000	-	-	-	(15,000)	-	FAC-002
5-0318 - Janitorial	25,000	-	25,000	25,000	-	25,000	25,000	-	-	-	(25,000)	-	FAC-002
<b>Total 3-Building and Facility Expense</b>	40,000	4,255	35,745	40,000	7,612	32,388	40,000	-	-	-	(40,000)	-	-
<b>4-Contracted Services</b>													
5-0605 - Contract Services	5,350,457	5,421,671	(71,214)	5,885,503	5,923,346	(37,843)	5,885,503	-	565,021	-	-	6,450,524	
<b>Total 4-Contracted Services</b>	5,350,457	5,421,671	(71,214)	5,885,503	5,923,346	(37,843)	5,885,503	-	565,021	-	-	6,450,524	
<b>4-Equipment and Vehicles</b>													
5-0319 - Radio Maintenance	31,000	22,475	8,526	31,000	21,997	9,003	31,000	-	40,671	-	-	71,671	
<b>Total 4-Equipment and Vehicles</b>	31,000	22,475	8,526	31,000	21,997	9,003	31,000	-	40,671	-	-	71,671	
<b>4-Utilities</b>													
5-0316 - Utilities	28,000	19,311	8,689	28,000	20,977	7,023	28,000	-	-	-	(28,000)	-	FAC-002
<b>Total 4-Utilities</b>	28,000	19,311	8,689	28,000	20,977	7,023	28,000	-	-	-	(28,000)	-	-
<b>8-Debt Charges</b>													
5-2005 - Debt Charges - Principal	10,197	10,797	(600)	10,197	11,110	(913)	10,197	-	-	-	-	10,197	
5-2006 - Debt Charges - Interest	1,154	423	731	1,154	241	913	1,154	-	-	-	-	1,154	
<b>Total 8-Debt Charges</b>	11,351	11,221	130	11,351	11,351	0	11,351	-	-	-	-	11,351	
<b>8-Transfers To</b>													
5-2002 - Transfer To Reserve	40,000	40,000	-	40,000	39,996	4	40,000	-	-	-	25,000	65,000	POL-001
<b>Total 8-Transfers To</b>	40,000	40,000	-	40,000	39,996	4	40,000	-	-	-	25,000	65,000	-
<b>Total Expenses</b>	5,608,808	5,748,630	(139,822)	6,301,854	6,343,130	(41,276)	6,301,854	-	689,992	-	(68,000)	6,923,846	
<b>Net Operating Budget</b>	5,533,808	5,620,027	(86,219)	6,226,854	6,268,130	(41,276)	6,226,854	-	689,992	-	(68,000)	6,848,846	

Town of Amherstburg	2023			2024			2025						
Budget Centre: COUNCIL 2025 Operating Budget	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>Revenues</b>													
<b>5-Other Income</b>													
4-0591 - Fees Waived	-	-	-	-	-	-	-	-	-	-	(2,000)	(2,000)	COU-001
<b>Total 5-Other Income</b>	-	-	-	-	-	-	-	-	-	-	(2,000)	(2,000)	
<b>8-Transfers From</b>													
4-3000 - Transfer From Reserves	3,705	-	3,705	-	-	-	-	-	-	-	-	-	
4-3016 - Interdepartment Transfer - From				4,500	-	4,500	4,500					4,500	
<b>Total 8-Transfers From</b>	<b>3,705</b>	<b>-</b>	<b>3,705</b>	<b>4,500</b>	<b>-</b>	<b>4,500</b>	<b>4,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,500</b>	
<b>Total Revenues</b>	<b>3,705</b>	<b>-</b>	<b>3,705</b>	<b>4,500</b>	<b>-</b>	<b>4,500</b>	<b>4,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(2,000)</b>	<b>2,500</b>	
<b>Expenses</b>													
<b>1-Salaries and Wages</b>													
5-0101 - Salaries - Full Time	201,650	201,651	(1)	205,689	226,184	(20,495)	205,689		4,117			209,806	
5-0141 - Per Diem - Council				7,000	-	7,000	7,000					7,000	
<b>Total 1-Salaries and Wages</b>	<b>201,650</b>	<b>201,651</b>	<b>(1)</b>	<b>212,689</b>	<b>226,184</b>	<b>(13,495)</b>	<b>212,689</b>	<b>-</b>	<b>4,117</b>	<b>-</b>	<b>-</b>	<b>216,806</b>	
<b>1-Salaries and Wages-Benefits</b>													
5-0201 - Benefits - C.P.P.	10,541	7,140	3,401	10,989	6,854	4,135	10,989		37			11,026	
5-0203 - Benefits - Omers	18,149	11,709	6,440	18,512	11,943	6,569	18,512		371			18,883	
5-0204 - Benefits - E.H.T.	3,932	4,290	(358)	4,147	4,346	(199)	4,147		(56)			4,091	
5-0208 - Benefits - W.S.I.B.	-	326	(326)	-	(3)	3	-		-			-	
<b>Total 1-Salaries and Wages-Benefits</b>	<b>32,622</b>	<b>23,465</b>	<b>9,157</b>	<b>33,648</b>	<b>23,140</b>	<b>10,507</b>	<b>33,648</b>	<b>-</b>	<b>352</b>	<b>-</b>	<b>-</b>	<b>33,999</b>	
<b>2-General Expenses</b>													
5-0140 - Communications Allowance	5,700	4,794	906	5,700	5,000	700	5,700					5,700	
5-0301 - Office Supplies	1,000	4,505	(3,505)	500	1,500	(1,000)	500					500	
5-0340 - Public Receptions, Etc....	6,000	3,168	2,832	6,000	750	5,250	6,000					6,000	
5-0342 - Meeting Expenses	4,000	3,590	410	2,000	5,645	(3,645)	2,000					2,000	
5-0345 - Cell Phone Expense	2,200	-	2,200	1,500	-	1,500	1,500					1,500	
5-0348 - Donations	2,000	2,184	(184)	2,000	2,000	-	2,000					2,000	
5-0351 - Training And Conferences	19,000	9,469	9,531	19,000	10,738	8,262	19,000					19,000	
5-0352 - Travel & Mileage	4,000	886	3,114	4,000	2,000	2,000	4,000					4,000	
5-0360 - Miscellaneous	500	343	157	-	-	-	-					-	
<b>Total 2-General Expenses</b>	<b>44,400</b>	<b>28,939</b>	<b>15,461</b>	<b>40,700</b>	<b>27,633</b>	<b>13,067</b>	<b>40,700</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>40,700</b>	
<b>4-Committees Expenses</b>													
5-0146 - Per Diems	20,200	20,325	(125)	17,700	11,000	6,700	17,700					17,700	
5-0313 - Committee Meetings - Sundries				500	500	-	500					500	
5-0330 - Office Supplies - Committee				500	1,000	(500)	500					500	
5-0368 - Heritage Committee	4,500	1,578	2,922	4,500	4,500	-	4,500					4,500	
5-0562 - Parks Advisory Committee	1,500	666	834	1,500	1,500	-	1,500					1,500	
5-0569 - Drainage Committee	5,205	26	5,179	2,100	-	2,100	2,100					2,100	
5-0571 - Accessibility Committee	2,000	1,070	930	2,000	500	1,500	2,000					2,000	
<b>Total 4-Committees Expenses</b>	<b>33,405</b>	<b>23,664</b>	<b>9,741</b>	<b>28,800</b>	<b>19,000</b>	<b>9,800</b>	<b>28,800</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,800</b>	
<b>Total Expenses</b>	<b>312,077</b>	<b>277,719</b>	<b>34,357</b>	<b>315,837</b>	<b>295,957</b>	<b>19,880</b>	<b>315,837</b>	<b>-</b>	<b>4,469</b>	<b>-</b>	<b>-</b>	<b>320,305</b>	
<b>Net Operating Budget</b>	<b>308,372</b>	<b>277,719</b>	<b>30,652</b>	<b>311,337</b>	<b>295,957</b>	<b>15,380</b>	<b>311,337</b>	<b>-</b>	<b>4,469</b>	<b>-</b>	<b>2,000</b>	<b>317,805</b>	

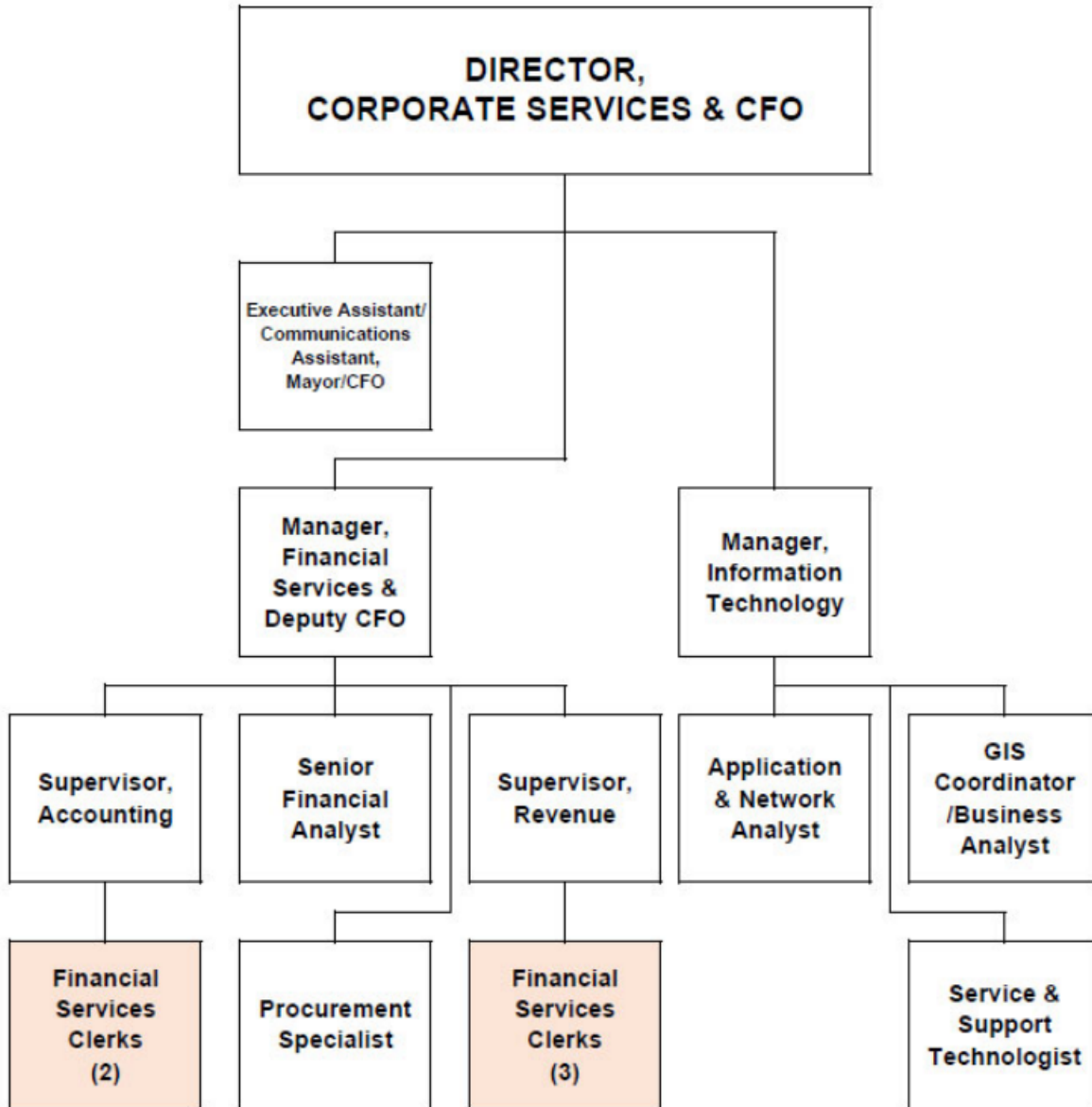
Town of Amherstburg	2023			2024			2025						
Budget Centre: CLERKS 2025 Operating Budget	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>Revenues</b>													
<b>2-Revenue Fees</b>													
4-2164 - Property Damage Claims	5,000	(1,410)	6,410	5,000	2,639	2,361	5,000					5,000	
<b>Total 2-Revenue Fees</b>	<b>5,000</b>	<b>(1,410)</b>	<b>6,410</b>	<b>5,000</b>	<b>2,639</b>	<b>2,361</b>	<b>5,000</b>	-	-	-	-	<b>5,000</b>	
<b>5-Other Income</b>													
4-2163 - Insurance Proceeds	15,000	(13,178)	28,178	15,000	11,961	3,039	15,000					15,000	
<b>Total 5-Other Income</b>	<b>15,000</b>	<b>(13,178)</b>	<b>28,178</b>	<b>15,000</b>	<b>11,961</b>	<b>3,039</b>	<b>15,000</b>	-	-	-	-	<b>15,000</b>	
<b>8-Administrative Recoveries</b>													
4-1015 - Administrative Charges	2,000	5,221	(3,221)	2,000	1,719	281	2,000					2,000	
<b>Total 8-Administrative Recoveries</b>	<b>2,000</b>	<b>5,221</b>	<b>(3,221)</b>	<b>2,000</b>	<b>1,719</b>	<b>281</b>	<b>2,000</b>	-	-	-	-	<b>2,000</b>	
<b>8-Transfers From</b>													
4-3000 - Transfer From Reserves	10,400	56,431	(46,031)	25,600	-	25,600	10,000					10,000	
<b>Total 8-Transfers From</b>	<b>10,400</b>	<b>56,431</b>	<b>(46,031)</b>	<b>25,600</b>	<b>-</b>	<b>25,600</b>	<b>10,000</b>	-	-	-	-	<b>10,000</b>	
<b>Total Revenues</b>	<b>32,400</b>	<b>47,063</b>	<b>(14,663)</b>	<b>47,600</b>	<b>16,319</b>	<b>31,281</b>	<b>32,000</b>	-	-	-	-	<b>32,000</b>	
<b>Expenses</b>													
<b>1-Salaries and Wages</b>													
5-0101 - Salaries - Full Time	322,451	264,434	58,017	329,965	321,980	7,985	329,965		18,998			348,963	
5-0102 - Salaries - Overtime	12,500	7,816	4,684	12,500	7,296	5,204	12,500				(3,000)	9,500	FAC-001
5-0109 - Salaries - Students	-	8,887	(8,887)	-	-	-	-					-	
5-0112 - Salaries - Part Time	22,523	22,969	(446)	23,833	27,350	(3,517)	23,833		903		930	25,666	HR-001
<b>Total 1-Salaries and Wages</b>	<b>357,474</b>	<b>304,105</b>	<b>53,369</b>	<b>366,298</b>	<b>356,625</b>	<b>9,673</b>	<b>366,298</b>	-	<b>19,901</b>	-	<b>(2,070)</b>	<b>384,129</b>	
<b>1-Salaries and Wages-Benefits</b>													
5-0201 - Benefits - C.P.P.	15,525	14,628	897	17,482	19,774	(2,292)	17,482		(210)		93	17,365	HR-001
5-0202 - Benefits - E.I.	5,177	5,074	104	5,367	7,129	(1,762)	5,367		560			5,927	
5-0203 - Benefits - Omers	34,944	26,704	8,240	33,870	33,099	771	33,870		2,588			36,458	
5-0204 - Benefits - E.H.T.	6,971	5,929	1,042	7,143	6,965	178	7,143		144			7,287	
5-0205 - Benefits - Greenshield	24,589	20,241	4,348	29,130	27,447	1,683	29,130		(688)			28,442	
5-0207 - Benefits - Life & Disability	21,282	21,852	(570)	21,118	22,236	(1,118)	21,118		(5,245)			15,873	
5-0208 - Benefits - W.S.I.B.	12,262	10,461	1,801	12,682	14,258	(1,576)	12,682		6,265			18,947	
5-0209 - Benefits - Post-Retirement Benefit Cont.	3,900	3,317	583	3,900	3,956	(56)	3,900		36			3,936	
<b>Total 1-Salaries and Wages-Benefits</b>	<b>124,650</b>	<b>108,204</b>	<b>16,446</b>	<b>130,692</b>	<b>134,864</b>	<b>(4,172)</b>	<b>130,692</b>	-	<b>3,450</b>	-	<b>93</b>	<b>134,236</b>	
<b>2-General Expenses</b>													
5-0251 - Subscriptions & Publications	500	100	400	500	300	200	500					500	
5-0252 - Uniforms	1,000	94	906	1,000	1,000	-	1,000					1,000	
5-0301 - Office Supplies	2,500	2,523	(23)	2,500	3,310	(810)	2,500					2,500	
5-0314 - General Insurance	763,617	793,359	(29,742)	763,617	625,000	138,617	763,617		(114,692)			648,925	
5-0342 - Meeting Expenses	500	892	(392)	500	1,958	(1,458)	500					500	
5-0345 - Cell Phone Expense	2,000	517	1,483	2,200	1,715	485	1,600					1,600	
5-0350 - Memberships	4,000	1,272	2,728	4,000	2,000	2,000	4,000					4,000	
5-0351 - Training And Conferences	10,000	9,862	138	10,000	11,000	(1,000)	10,000					10,000	
5-0352 - Travel & Mileage	500	1,282	(782)	500	-	500	500					500	
5-0386 - Records Management				5,000	5,000	-	5,000					5,000	
5-0506 - Insurance Deductible	75,000	86,956	(11,956)	75,000	75,000	-	75,000					75,000	
5-0507 - Settlement Claims	10,000	10,167	(167)	10,000	10,000	-	10,000					10,000	
<b>Total 2-General Expenses</b>	<b>869,617</b>	<b>907,025</b>	<b>(37,408)</b>	<b>874,817</b>	<b>736,283</b>	<b>138,534</b>	<b>874,217</b>	-	<b>(114,692)</b>	-	-	<b>759,525</b>	
<b>2-Professional and Consulting Fees</b>													
5-0327 - Professional Fees	40,500	18,191	22,309	45,500	45,500	-	30,500					30,500	
<b>Total 2-Professional and Consulting Fees</b>	<b>40,500</b>	<b>18,191</b>	<b>22,309</b>	<b>45,500</b>	<b>45,500</b>	<b>-</b>	<b>30,500</b>	-	-	-	-	<b>30,500</b>	
<b>3-Building and Facility Expense</b>													
5-0317 - Building Maintenance	5,000	4,930	70	-	-	-	-					-	
<b>Total 3-Building and Facility Expense</b>	<b>5,000</b>	<b>4,930</b>	<b>70</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	-	-	-	-	<b>-</b>	
<b>4-Election Expenses</b>													
5-0312 - Election Expenses	2,200	3,587	(1,387)	2,200	2,671	(471)	2,200					2,200	
<b>Total 4-Election Expenses</b>	<b>2,200</b>	<b>3,587</b>	<b>(1,387)</b>	<b>2,200</b>	<b>2,671</b>	<b>(471)</b>	<b>2,200</b>	-	-	-	-	<b>2,200</b>	
<b>8-Transfers To</b>													
5-2002 - Transfer To Reserve	40,000	81,410	(41,410)	40,000	40,000	-	40,000				4,000	44,000	CLK-001
5-2022 - Transfer To Reserves - AODA Compliant	40,000	-	40,000	75,000	75,000	-	75,000					75,000	
5-2030 - Transfer To Insurance Reserve - Property	5,000	-	5,000	5,000	5,000	-	5,000					5,000	
<b>Total 8-Transfers To</b>	<b>85,000</b>	<b>81,410</b>	<b>3,590</b>	<b>120,000</b>	<b>120,000</b>	<b>-</b>	<b>120,000</b>	-	-	-	<b>4,000</b>	<b>124,000</b>	
<b>Total Expenses</b>	<b>1,484,441</b>	<b>1,427,453</b>	<b>56,988</b>	<b>1,539,507</b>	<b>1,395,943</b>	<b>143,564</b>	<b>1,523,907</b>	-	<b>(91,341)</b>	-	<b>2,023</b>	<b>1,434,589</b>	
<b>Net Operating Budget</b>	<b>1,452,041</b>	<b>1,380,390</b>	<b>71,651</b>	<b>1,491,907</b>	<b>1,379,624</b>	<b>112,283</b>	<b>1,491,907</b>	-	<b>(91,341)</b>	-	<b>2,023</b>	<b>1,402,589</b>	

Town of Amherstburg	2023			2024			2025						
Budget Centre: HUMAN RESOURCES 2025 Operating Budget	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>Revenues</b>													
<b>8-Transfers From</b>													
4-3000 - Transfer From Reserves	26,200	-	26,200	15,210	15,210	-	-	-	-	-	-	-	-
<b>Total 8-Transfers From</b>	<b>26,200</b>	<b>-</b>	<b>26,200</b>	<b>15,210</b>	<b>15,210</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenues</b>	<b>26,200</b>	<b>-</b>	<b>26,200</b>	<b>15,210</b>	<b>15,210</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expenses</b>													
<b>1-Salaries and Wages</b>													
5-0101 - Salaries - Full Time	227,937	238,044	(10,107)	240,698	240,698	0	240,698		4,825		66,277	311,800	HR-004
5-0102 - Salaries - Overtime	4,000	1,191	2,809	4,000	-	4,000	4,000					4,000	
5-0107 - Salaries - Temporary Personnel	21,254	18,710	2,544	-	-	-	-					-	
5-0109 - Salaries - Students			-	-	-	-	-					-	
5-0112 - Salaries - Part Time			-	43,700	43,700	-	43,700		(2,343)		(41,357)	(0)	HR-004
<b>Total 1-Salaries and Wages</b>	<b>253,191</b>	<b>257,946</b>	<b>(4,755)</b>	<b>288,398</b>	<b>284,398</b>	<b>4,000</b>	<b>288,398</b>	<b>-</b>	<b>2,482</b>	<b>-</b>	<b>24,920</b>	<b>315,800</b>	
<b>1-Salaries and Wages-Benefits</b>													
5-0201 - Benefits - C.P.P.	8,565	8,495	70	9,282	13,784	(4,502)	9,282		1,727		1,483	12,492	HR-004
5-0202 - Benefits - E.I.	2,817	2,763	54	2,909	4,504	(1,595)	2,909		761		324	3,994	HR-004
5-0203 - Benefits - Omers	28,162	27,150	1,012	29,590	27,725	1,865	29,590		2,333		2,285	34,208	HR-004
5-0204 - Benefits - E.H.T.	4,921	4,991	(70)	5,191	4,651	540	5,191		403		486	6,080	HR-004
5-0205 - Benefits - Greenshield	12,451	11,942	509	19,737	12,106	7,631	19,737		(2,234)		3,501	21,003	HR-004
5-0207 - Benefits - Life & Disability	15,044	12,240	2,804	15,405	12,493	2,912	15,405		(4,013)		3,075	14,468	HR-004
5-0208 - Benefits - W.S.I.B.	7,882	7,976	(94)	8,268	9,541	(1,273)	8,268		5,044		1,263	14,575	HR-004
5-0209 - Benefits - Post-Retirement Benefit Cont.	2,925	1,961	964	1,950	1,950	-	1,950		18		984	2,952	HR-004
5-0215 - Benefits - EAP	4,700	3,491	1,209	4,700	4,655	45	4,700		-		-	4,700	
<b>Total 1-Salaries and Wages-Benefits</b>	<b>87,468</b>	<b>81,009</b>	<b>6,458</b>	<b>97,032</b>	<b>91,409</b>	<b>5,623</b>	<b>97,032</b>	<b>-</b>	<b>4,040</b>	<b>-</b>	<b>13,400</b>	<b>114,472</b>	
<b>1-Salaries and Wages-Retiree Benefits</b>													
5-0206 - Benefits - Greenshield Retirees	349,570	-	349,570	417,319	451,077	(33,758)	417,319		50,000		-	467,319	
<b>Total 1-Salaries and Wages-Retiree Benefits</b>	<b>349,570</b>	<b>-</b>	<b>349,570</b>	<b>417,319</b>	<b>451,077</b>	<b>(33,758)</b>	<b>417,319</b>	<b>-</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	<b>467,319</b>	
<b>2-General Expenses</b>													
5-0240 - Employee Recognition	12,300	10,044	2,256	22,940	12,376	10,564	19,730					19,730	
5-0249 - Training	14,000	6,974	7,026	24,000	20,000	4,000	12,000					12,000	
5-0250 - Health And Safety	17,500	16,629	871	22,500	22,021	479	22,500					22,500	
5-0301 - Office Supplies	1,000	1,157	(157)	2,500	1,011	1,489	2,500					2,500	
5-0342 - Meeting Expenses	1,000	716	284	1,000	542	458	1,000					1,000	
5-0345 - Cell Phone Expense	1,250	1,352	(102)	1,250	1,120	130	1,250					1,250	
5-0350 - Memberships	2,450	1,917	533	2,450	3,773	(1,323)	2,450					2,450	
5-0351 - Training And Conferences	5,500	5,467	33	4,500	4,500	-	4,500					4,500	
5-0352 - Travel & Mileage	1,000	541	459	700	700	-	700				600	5,100	HR-003
5-0372 - Recruitment Expense	24,600	6,865	17,735	24,600	9,155	15,445	24,600				(9,600)	15,000	AFC-002
<b>Total 2-General Expenses</b>	<b>80,600</b>	<b>51,661</b>	<b>28,939</b>	<b>106,440</b>	<b>75,197</b>	<b>31,243</b>	<b>91,230</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(9,000)</b>	<b>82,230</b>	
<b>2-Professional and Consulting Fees</b>													
5-0327 - Professional Fees	46,200	7,614	38,586	22,000	40,000	(18,000)	22,000					22,000	
<b>Total 2-Professional and Consulting Fees</b>	<b>46,200</b>	<b>7,614</b>	<b>38,586</b>	<b>22,000</b>	<b>40,000</b>	<b>(18,000)</b>	<b>22,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,000</b>	
<b>8-Transfers To</b>													
5-2002 - Transfer To Reserve	-	20,471	(20,471)	-	-	-	-					-	
<b>Total 8-Transfers To</b>	<b>-</b>	<b>20,471</b>	<b>(20,471)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Expenses</b>	<b>817,029</b>	<b>418,702</b>	<b>398,327</b>	<b>931,189</b>	<b>942,081</b>	<b>(10,892)</b>	<b>915,979</b>	<b>-</b>	<b>56,522</b>	<b>-</b>	<b>29,320</b>	<b>1,001,821</b>	
<b>Net Operating Budget</b>	<b>790,829</b>	<b>418,702</b>	<b>372,127</b>	<b>915,979</b>	<b>926,871</b>	<b>(10,892)</b>	<b>915,979</b>	<b>-</b>	<b>56,522</b>	<b>-</b>	<b>29,320</b>	<b>1,001,821</b>	

Town of Amherstburg	2023			2024			2025						
Budget Centre: LICENSING AND ENFORCEMENT 2025 Operating Budget	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>Revenues</b>													
<b>2-User Fees</b>													
4-1040 - Fees And Service Charges	-	30,237	(30,237)	42,000	28,001	13,999	42,000		(42,000)			-	
4-2105 - Dog Tags & Fines	17,000	25,531	(8,531)	17,000	33,905	(16,905)	17,000					17,000	
4-2130 - Sign Permits	2,000	37	1,963	3,000	200	2,800	3,000					3,000	
4-2145 - Lottery Licences	22,000	18,637	3,363	22,000	13,667	8,333	22,000					22,000	
4-2146 - Business Licences	100	177	(77)	100	606	(506)	100					100	
4-2155 - Other Licences	14,000	14,784	(784)	18,500	5,654	12,846	18,500					18,500	
4-2156 - Marriage Licences	13,000	19,127	(6,127)	13,000	15,555	(2,555)	13,000					13,000	
4-2157 - Encroachment Fees	2,000	1,671	329	4,000	3,343	657	4,000					4,000	
4-5800 - Parking Tickets	9,000	10,213	(1,213)	9,000	8,284	716	9,000					9,000	
<b>Total 2-User Fees</b>	<b>79,100</b>	<b>120,413</b>	<b>(41,313)</b>	<b>128,600</b>	<b>109,216</b>	<b>19,384</b>	<b>128,600</b>	-	<b>(42,000)</b>	-	-	<b>86,600</b>	
<b>5-Other Income</b>													
4-6540 - Miscellaneous Revenue	4,500	7,884	(3,384)	4,500	10,122	(5,622)	4,500					4,500	
<b>Total 5-Other Income</b>	<b>4,500</b>	<b>7,884</b>	<b>(3,384)</b>	<b>4,500</b>	<b>10,122</b>	<b>(5,622)</b>	<b>4,500</b>	-	-	-	-	<b>4,500</b>	
<b>Total Revenues</b>	<b>83,600</b>	<b>128,297</b>	<b>(44,697)</b>	<b>133,100</b>	<b>119,338</b>	<b>13,762</b>	<b>133,100</b>	-	<b>(42,000)</b>	-	-	<b>91,100</b>	
<b>Expenses</b>													
<b>1-Salaries and Wages</b>													
5-0101 - Salaries - Full Time	294,557	307,842	(13,285)	319,252	283,761	35,491	319,252		2,012			321,264	
5-0102 - Salaries - Overtime	2,000	1,063	937	2,000	351	1,649	2,000		(1,000)			1,000	
<b>Total 1-Salaries and Wages</b>	<b>296,557</b>	<b>308,905</b>	<b>(12,348)</b>	<b>321,252</b>	<b>284,112</b>	<b>37,140</b>	<b>321,252</b>	-	<b>1,012</b>	-	-	<b>322,264</b>	
<b>1-Salaries and Wages-Benefits</b>													
5-0201 - Benefits - C.P.P.	15,018	14,633	385	16,362	16,723	(361)	16,362		(643)			15,719	
5-0202 - Benefits - E.I.	4,663	4,629	34	4,806	5,714	(908)	4,806		473			5,279	
5-0203 - Benefits - Omers	29,038	30,439	(1,401)	31,816	29,054	2,762	31,816		203			32,019	
5-0204 - Benefits - E.H.T.	5,783	6,011	(228)	6,264	5,648	616	6,264		1			6,265	
5-0205 - Benefits - Greenshield	24,276	25,820	(1,545)	24,296	30,725	(6,429)	24,296		5,020			29,316	
5-0207 - Benefits - Life & Disability	19,441	15,617	3,824	20,432	15,022	5,410	20,432		(6,541)			13,891	
5-0208 - Benefits - W.S.I.B.	10,202	10,604	(403)	10,847	11,576	(729)	10,847		5,200			16,047	
5-0209 - Benefits - Post-Retirement Benefit Cont.	2,925	2,925	-	2,925	2,588	338	2,925		27			2,952	
<b>Total 1-Salaries and Wages-Benefits</b>	<b>111,345</b>	<b>110,678</b>	<b>667</b>	<b>117,748</b>	<b>117,050</b>	<b>698</b>	<b>117,748</b>	-	<b>3,740</b>	-	-	<b>121,488</b>	
<b>2-General Expenses</b>													
5-0252 - Uniforms	2,700	2,974	(274)	2,700	5,562	(2,862)	2,700					2,700	
5-0301 - Office Supplies	1,500	3,572	(2,072)	1,500	3,637	(2,137)	1,500					1,500	
5-0307 - Advertising	-	361	(361)	1,000	1,207	(207)	1,000					1,000	
5-0342 - Meeting Expenses	-	361	(361)	-	-	-	-					-	
5-0345 - Cell Phone Expense	3,200	2,110	1,090	3,200	2,761	439	3,200			(600)		2,600	IT-001
5-0350 - Memberships	1,150	-	1,150	1,150	-	1,150	1,150					1,150	
5-0351 - Training And Conferences	8,550	3,709	4,841	8,550	97	8,453	8,550					8,550	
5-0352 - Travel & Mileage	500	985	(485)	500	-	500	500					500	
5-0901 - Animal Control - Tags	600	792	(192)	600	-	600	600					600	
5-0903 - Animal Control - Contract	33,000	34,000	(1,000)	34,680	34,680	-	34,680		3,320			38,000	
5-0904 - Animal Control - Other	7,750	4,425	3,325	4,000	4,820	(820)	4,000					4,000	
5-0910 - Encroachment Expenses	-	-	-	1,000	-	1,000	1,000					1,000	
5-2156 - Marriage Licences	7,200	-	7,200	7,200	14,400	(7,200)	7,200					7,200	
<b>Total 2-General Expenses</b>	<b>66,150</b>	<b>53,288</b>	<b>12,862</b>	<b>66,080</b>	<b>67,164</b>	<b>(1,084)</b>	<b>66,080</b>	-	<b>3,320</b>	-	<b>(600)</b>	<b>68,800</b>	
<b>2-Professional and Consulting Fees</b>													
5-0327 - Professional Fees	1,500	1,299	201	1,500	13,527	(12,027)	1,500					1,500	
<b>Total 2-Professional and Consulting Fees</b>	<b>1,500</b>	<b>1,299</b>	<b>201</b>	<b>1,500</b>	<b>13,527</b>	<b>(12,027)</b>	<b>1,500</b>	-	-	-	-	<b>1,500</b>	
<b>4-Equipment and Vehicles</b>													
5-0319 - Radio Maintenance	-	1,280	(1,280)	-	1,494	(1,494)	-		3,838			3,838	
5-0402 - Vehicle & Equipment Mtce.	1,800	5,385	(3,585)	1,800	852	948	1,800					1,800	
5-0406 - Gps Communications	796	877	(81)	796	974	(178)	796					796	
<b>Total 4-Equipment and Vehicles</b>	<b>2,596</b>	<b>7,543</b>	<b>(4,947)</b>	<b>2,596</b>	<b>3,320</b>	<b>(724)</b>	<b>2,596</b>	-	<b>3,838</b>	-	-	<b>6,434</b>	
<b>8-Transfers To</b>													
5-0132 - Interdepartmental Transfer	-	-	-	4,500	4,500	-	4,500					4,500	
<b>Total 8-Transfers To</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,500</b>	<b>4,500</b>	<b>-</b>	<b>4,500</b>	-	-	-	-	<b>4,500</b>	
<b>Total Expenses</b>	<b>478,147</b>	<b>481,713</b>	<b>(3,566)</b>	<b>513,676</b>	<b>489,673</b>	<b>24,003</b>	<b>513,676</b>	-	<b>11,910</b>	-	<b>(600)</b>	<b>524,986</b>	
<b>Net Operating Budget</b>	<b>394,547</b>	<b>353,416</b>	<b>41,131</b>	<b>380,576</b>	<b>370,335</b>	<b>10,241</b>	<b>380,576</b>	-	<b>53,910</b>	-	<b>(600)</b>	<b>433,886</b>	



### Department Overview





## Department Description

### Financial Services

Financial Services is responsible for ensuring that all revenues are collected and recorded and all expenditures are allocated in accordance with all by-laws, regulations and budgets, as established by Town Council, and that all financial activities of the Town are presented in compliance with professional and ethical standards.

### Duties of the Finance Department

- Property taxation
- Accounting
- Accounts Payable
- Accounts Receivable
- Payroll
- Purchasing
- Budget Development
- Long Term Financial Planning
- Asset Management
- Financial Policy Development
- Statutory Financial Reporting
- Internal Financial Reporting
- Financial Reports to Council

### Information Technology

The Information Technology Department is responsible for maintaining Computer Services and Network Infrastructure for the Town of Amherstburg as it relates to all departments operating in the town of Amherstburg at the following sites: Town Hall, Libro Centre, Public Works, 3 Fire Stations, Gordon House, 99 Thomas Rd, The Hub, Water Pump Stations, McLeod Water Station and the Victoria St. Community Center.

The information technology department provides and supports systems, applications, computers, networks, internet access, data, security and policies critical to all Towns services.





**Budgeted Staffing Resources- Corporate Services**

<b>Permanent FTE's</b>	<b>2023</b>	<b>2024</b>	<b>2025 Proposed</b>
Full Time	15.50	15.50	15.50
Part Time	0.33	0.33	0.33
<b>Total FTE</b>	<b>15.83</b>	<b>15.83</b>	<b>15.83</b>
<b>Net Change</b>			<b>0.00</b>

**2024 Staffing Complement includes:**

*Full Time*

- 1.00 Director of Corporate Services/Treasurer
- 1.00 Manager, Financial Services & Deputy CFO
- 1.00 Manager, Information Technology
- 1.00 Supervisor, Revenue
- 1.00 Supervisor, Accounting
- 1.00 Senior Financial Analyst
- 1.00 Procurement Specialist
- 5.00 Financial Services Clerks
- 1.00 Application & Network Analyst
- 1.00 GIS Coordinator/Business Analyst
- 1.00 Service & Support Technologist
- 0.50 Executive Assistant/Communications Assistant to the CFO & Mayor (split)

*Part Time*

- 0.33 IT Student (1 position)

**\*Proposed 2025 Staff Complement changes:**

*None*

Town of Amherstburg	2023			2024			2025						
Budget Centre: FINANCIAL SERVICES 2025 Operating Budget	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>Revenues</b>													
<b>2-User Fees</b>													
4-1010 - Tax Certificates	33,000	31,821	1,179	33,000	33,028	(28)	33,000					33,000	
<b>Total 2-User Fees</b>	<b>33,000</b>	<b>31,821</b>	<b>1,179</b>	<b>33,000</b>	<b>33,028</b>	<b>(28)</b>	<b>33,000</b>	-	-	-	-	<b>33,000</b>	
<b>8-Administrative Recoveries</b>													
4-1015 - Administrative Charges	15,000	29,923	(14,923)	15,000	15,000	-	15,000					15,000	
<b>Total 8-Administrative Recoveries</b>	<b>15,000</b>	<b>29,923</b>	<b>(14,923)</b>	<b>15,000</b>	<b>15,000</b>	<b>-</b>	<b>15,000</b>	-	-	-	-	<b>15,000</b>	
<b>8-Transfers From</b>													
4-3000 - Transfer From Reserves	95,000	-	95,000	-	-	-	-					-	
<b>Total 8-Transfers From</b>	<b>95,000</b>	<b>-</b>	<b>95,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	-	-	-	-	<b>-</b>	
<b>Total Revenues</b>	<b>143,000</b>	<b>61,744</b>	<b>81,257</b>	<b>48,000</b>	<b>48,028</b>	<b>(28)</b>	<b>48,000</b>	-	-	-	-	<b>48,000</b>	
<b>Expenses</b>													
<b>1-Salaries and Wages</b>													
5-0101 - Salaries - Full Time	1,171,666	894,659	277,007	1,119,876	1,021,509	98,367	1,119,876		45,699			1,165,575	
5-0102 - Salaries - Overtime	7,000	6,060	940	7,000	7,000	-	7,000		-			7,000	
5-0105 - Salaries - Cr. Re: S.T.D.	-	(1,841)	1,841	-	-	-	-		-			-	
5-0107 - Salaries - Temporary Personnel	-	174,898	(174,898)	-	74,327	(74,327)	-		-			-	
<b>Total 1-Salaries and Wages</b>	<b>1,178,666</b>	<b>1,073,776</b>	<b>104,890</b>	<b>1,126,876</b>	<b>1,102,836</b>	<b>24,040</b>	<b>1,126,876</b>	-	<b>45,699</b>	-	-	<b>1,172,575</b>	
<b>1-Salaries and Wages-Benefits</b>													
5-0201 - Benefits - C.P.P.	44,931	44,480	451	45,203	56,614	(11,411)	45,203		5,063			50,266	
5-0202 - Benefits - E.I.	14,906	14,598	307	13,854	19,107	(5,253)	13,854		2,643			16,497	
5-0203 - Benefits - Omers	124,653	100,846	23,807	116,648	110,000	6,648	116,648		4,571			121,219	
5-0204 - Benefits - E.H.T.	21,881	20,885	996	21,244	19,924	1,320	21,244		1,135			22,379	
5-0205 - Benefits - Greenshield	72,451	47,926	24,525	62,530	56,422	6,107	62,530		27,171			89,701	
5-0207 - Benefits - Life & Disability	72,276	46,909	25,367	68,293	55,000	13,293	68,293		(16,596)			51,697	
5-0208 - Benefits - W.S.I.B.	32,566	31,944	622	32,185	39,699	(7,514)	32,185		21,247			53,432	
5-0209 - Benefits - Post-Retirement Benefit Cont.	10,725	8,041	2,684	9,750	8,125	1,625	9,750		(402)			9,348	
<b>Total 1-Salaries and Wages-Benefits</b>	<b>394,388</b>	<b>315,630</b>	<b>78,758</b>	<b>369,707</b>	<b>364,890</b>	<b>4,817</b>	<b>369,707</b>	-	<b>44,833</b>	-	-	<b>414,540</b>	
<b>2-General Expenses</b>													
5-0301 - Office Supplies	7,500	16,792	(9,292)	8,500	8,893	(393)	8,500					8,500	
5-0342 - Meeting Expenses	750	643	107	750	501	249	750					750	
5-0345 - Cell Phone Expense	2,200	2,060	140	2,200	2,312	(112)	2,200					1,600	IT-001
5-0350 - Memberships	7,800	2,396	5,404	7,800	9,116	(1,316)	7,800			(600)		7,800	
5-0351 - Training And Conferences	17,000	12,529	4,471	18,500	18,500	-	18,500					18,500	
5-0352 - Travel & Mileage	750	1,823	(1,073)	1,050	1,200	(150)	1,050					1,050	
5-0501 - Write Offs	-	20,631	(20,631)	-	0	(0)	-					-	
<b>Total 2-General Expenses</b>	<b>36,000</b>	<b>56,874</b>	<b>(20,874)</b>	<b>38,800</b>	<b>40,521</b>	<b>(1,721)</b>	<b>38,800</b>	-	-	-	(600)	<b>38,200</b>	
<b>2-Professional and Consulting Fees</b>													
5-0326 - Audit Fees	37,000	34,019	2,981	43,000	43,000	-	43,000		1,290			44,290	
5-0327 - Professional Fees	10,000	27,441	(17,441)	10,000	14,989	(4,989)	10,000					10,000	
<b>Total 2-Professional and Consulting Fees</b>	<b>47,000</b>	<b>61,460</b>	<b>(14,460)</b>	<b>53,000</b>	<b>57,989</b>	<b>(4,989)</b>	<b>53,000</b>	-	<b>1,290</b>	-	-	<b>54,290</b>	
<b>4-Contracted Services</b>													
5-0336 - Contracted Services	19,000	16,294	2,706	19,000	14,957	4,043	19,000					19,000	
<b>Total 4-Contracted Services</b>	<b>19,000</b>	<b>16,294</b>	<b>2,706</b>	<b>19,000</b>	<b>14,957</b>	<b>4,043</b>	<b>19,000</b>	-	-	-	-	<b>19,000</b>	
<b>8-Transfers To</b>													
5-2001 - Transfer To Capital	-	1,961	(1,961)	-	-	-	-					-	
<b>Total 8-Transfers To</b>	<b>-</b>	<b>1,961</b>	<b>(1,961)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	-	-	-	-	<b>-</b>	
<b>Total Expenses</b>	<b>1,675,054</b>	<b>1,525,994</b>	<b>149,061</b>	<b>1,607,383</b>	<b>1,581,193</b>	<b>26,190</b>	<b>1,607,383</b>	-	<b>91,822</b>	-	(600)	<b>1,698,605</b>	
<b>Net Operating Budget</b>	<b>1,532,054</b>	<b>1,464,250</b>	<b>67,804</b>	<b>1,559,383</b>	<b>1,533,165</b>	<b>26,218</b>	<b>1,559,383</b>	-	<b>91,822</b>	-	(600)	<b>1,650,605</b>	

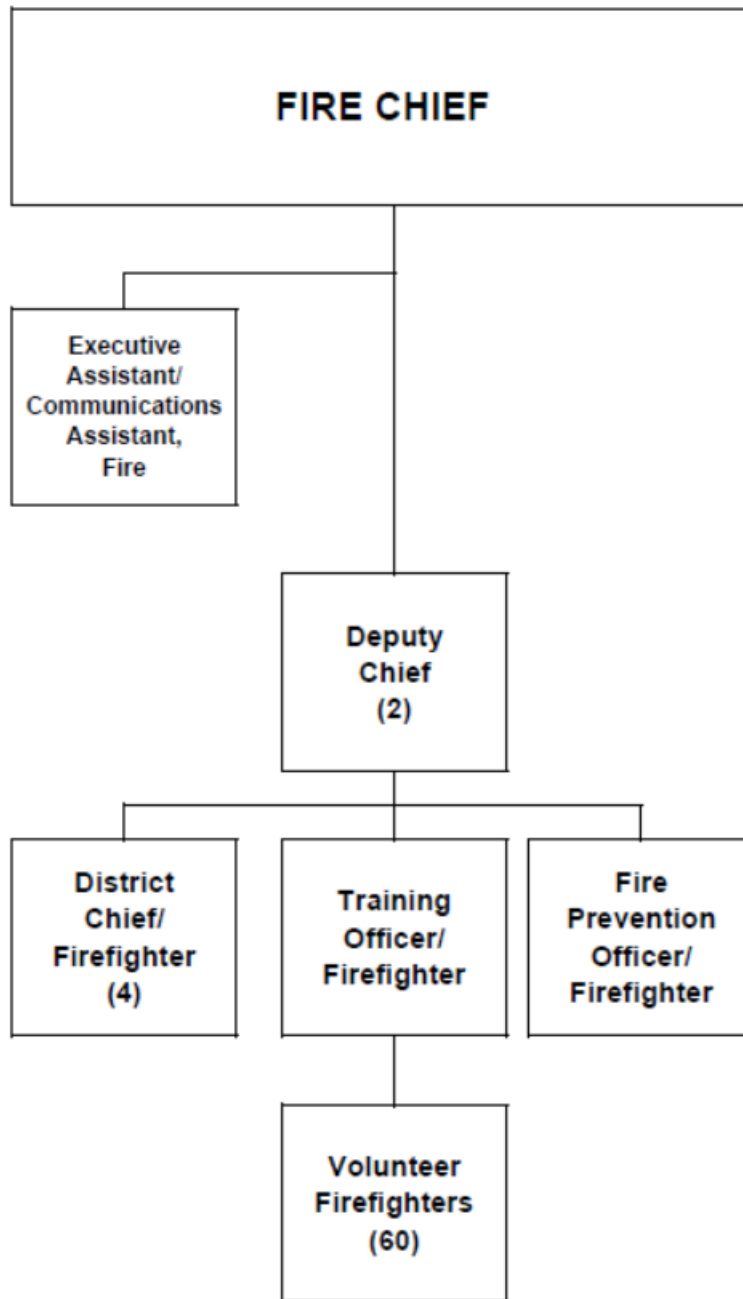
Town of Amherstburg	2023			2024			2025						
Budget Centre: INFORMATION TECHNOLOGY 2025 Operating Budget	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>Revenues</b>													
<b>2-Grants</b>													
4-0625 - Provincial Grants	-	10,914	(10,914)	-	-	-	-	-	-	-	-	-	-
<b>Total 2-Grants</b>	-	10,914	(10,914)	-	-	-	-	-	-	-	-	-	-
<b>8-Transfers From</b>													
4-3000 - Transfer From Reserves	7,000	7,000	-	75,000	20,500	54,500	-	-	-	-	-	-	-
<b>Total 8-Transfers From</b>	7,000	7,000	-	75,000	20,500	54,500	-	-	-	-	-	-	-
<b>Total Revenues</b>	7,000	17,914	(10,914)	75,000	20,500	54,500	-	-	-	-	-	-	-
<b>Expenses</b>													
<b>1-Salaries and Wages</b>													
5-0101 - Salaries - Full Time	392,690	379,525	13,165	402,990	393,518	9,472	402,990		12,421			415,411	
5-0102 - Salaries - Overtime	2,500	-	2,500	2,500	-	2,500	2,500		-			2,500	
5-0109 - Salaries - Students	10,849	8,718	2,131	11,545	7,275	4,270	11,545		432		507	12,484	HR-001
<b>Total 1-Salaries and Wages</b>	406,039	388,242	17,796	417,035	400,793	16,242	417,035	-	12,853	-	507	430,395	
<b>1-Salaries and Wages-Benefits</b>													
5-0201 - Benefits - C.P.P.	15,663	15,419	244	16,820	23,109	(6,289)	16,820		1,149		50	18,019	HR-001
5-0202 - Benefits - E.I.	4,911	4,928	(17)	5,078	7,792	(2,714)	5,078		539			5,617	
5-0203 - Benefits - Omers	44,185	41,341	2,844	43,794	42,533	1,261	43,794		1,489			45,283	
5-0204 - Benefits - E.H.T.	7,918	7,628	290	8,132	7,753	379	8,132		202			8,334	
5-0205 - Benefits - Greenshield	24,902	23,398	1,504	29,406	27,707	1,699	29,406		(1,401)			28,005	
5-0207 - Benefits - Life & Disability	25,918	20,220	5,698	25,791	19,001	6,790	25,791		(6,516)			19,275	
5-0208 - Benefits - W.S.I.B.	13,353	12,730	623	13,502	15,891	(2,389)	13,502		6,934			20,436	
5-0209 - Benefits - Post-Retirement Benefit Cont.	2,925	2,813	113	2,925	2,925	-	2,925		27			2,952	
<b>Total 1-Salaries and Wages-Benefits</b>	139,775	128,477	11,298	145,448	146,712	(1,264)	145,448	-	2,421	-	50	147,919	
<b>2-General Expenses</b>													
5-0301 - Office Supplies	1,200	2,172	(972)	1,200	1,200	-	1,200					1,200	
5-0308 - Photocopier Supplies	25,000	23,341	1,659	25,000	24,855	145	25,000					25,000	
5-0310 - Computer Maintenance	372,775	336,048	36,727	375,775	375,775	-	375,775		30,750	3,400	18,280	428,205	IT-002, IT-003, PW-001
5-0311 - Computer Consultants	14,200	8,968	5,232	14,200	16,512	(2,312)	14,200					14,200	
5-0315 - Telephone	28,000	21,101	6,899	28,000	20,058	7,942	28,000					28,000	
5-0332 - Internet Access	47,500	56,966	(9,466)	47,500	40,175	7,325	47,500					47,500	
5-0345 - Cell Phone Expense	6,200	4,767	1,433	6,200	4,510	1,690	6,200			7,200		13,400	IT-001
5-0350 - Memberships	500	463	37	500	926	(426)	500					500	
5-0351 - Training And Conferences	9,500	5,339	4,161	9,500	10,862	(1,362)	9,500					9,500	
5-0352 - Travel & Mileage	1,500	1,364	136	1,500	236	1,264	1,500					1,500	
<b>Total 2-General Expenses</b>	506,375	460,529	45,846	509,375	495,108	14,267	509,375	-	30,750	3,400	25,480	569,005	
<b>2-Professional and Consulting Fees</b>													
5-0327 - Professional Fees	-	-	-	75,000	40,000	35,000	40	-			75,000	75,000	IT-001
<b>Total 2-Professional and Consulting Fees</b>	-	-	-	75,000	40,000	35,000	40	-	-	-	75,000	75,000	
<b>4-Equipment and Vehicles</b>													
5-0419 - Computer Hardware	-	-	-	-	9,287	(9,287)	-					-	
<b>Total 4-Equipment and Vehicles</b>	-	-	-	-	9,287	(9,287)	-					-	
<b>8-Transfers To</b>													
5-2002 - Transfer To Reserve	-	133,914	(133,914)	123,000	123,000	-	123,000					123,000	
5-2003 - Transfer To Reserve	123,000	-	123,000	-	-	-	-					-	
<b>Total 8-Transfers To</b>	123,000	133,914	(10,914)	123,000	123,000	-	123,000	-	-	-	-	123,000	
<b>Total Expenses</b>	1,175,188	1,111,163	64,026	1,269,858	1,214,899	54,959	1,194,858	-	46,024	3,400	101,037	1,345,319	
<b>Net Operating Budget</b>	1,168,188	1,093,249	74,940	1,194,858	1,194,399	459	1,194,858	-	46,024	3,400	101,037	1,345,319	

Town of Amherstburg	2023			2024			2025						
Budget Centre: NON-DEPARTMENTAL 2025 Operating Budget	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>Revenues</b>													
<b>1-Taxes-Grants in Lieu</b>													
4-0540 - PIL Federal	49,000	48,303	697	54,000	49,754	4,246	54,000					54,000	
4-0550 - PIL Provincial	28,800	28,306	494	28,800	14,257	14,543	28,800					28,800	
4-0560 - PILT - Town Owned	76,300	74,799	1,501	76,300	74,799	1,501	76,300					76,300	
4-0561 - CF PIL Not Given To School Board	113,700	144,839	(31,139)	120,000	120,000	-	120,000					120,000	
4-0570 - PIL Essex Terminal	2,400	3,292	(892)	2,400	2,400	-	2,400					2,400	
<b>Total 1-Taxes-Grants in Lieu</b>	<b>270,200</b>	<b>299,540</b>	<b>(29,340)</b>	<b>281,500</b>	<b>261,211</b>	<b>20,289</b>	<b>281,500</b>	-	-	-	-	<b>281,500</b>	
<b>1-Taxes-Levied</b>													
4-0100 - Levy - Final Budget	28,344,973	26,974,127	1,370,846	29,748,462	29,751,670	(3,208)	-					-	
4-0181 - Levy - Capital Replacement	-	688,949	(688,949)	711,218	710,381	837	-					-	
4-0182 - Levy - Capital Reserve	-	688,949	(688,949)	711,218	710,381	837	-					-	
4-0299 - Write-Off Area Rates	-	(174,819)	174,819	-	(42,181)	42,181	-					-	
<b>Total 1-Taxes-Levied</b>	<b>28,344,973</b>	<b>28,177,206</b>	<b>167,767</b>	<b>31,170,898</b>	<b>31,130,250</b>	<b>40,648</b>	-	-	-	-	-	-	
<b>1-Taxes-Supplemental</b>													
4-0310 - Supp. Levy - Residential	708,520	1,033,649	(325,129)	710,000	1,033,649	(323,649)	710,000			45,000		755,000	
<b>Total 1-Taxes-Supplemental</b>	<b>708,520</b>	<b>1,033,649</b>	<b>(325,129)</b>	<b>710,000</b>	<b>1,033,649</b>	<b>(323,649)</b>	<b>710,000</b>	-	-	<b>45,000</b>	-	<b>755,000</b>	
<b>2-Grants</b>													
4-0601 - Federal Grants	-	16,451	(16,451)	-	18,214	(18,214)	-					-	
4-0625 - Provincial Grants	-	1,514,426	(1,514,426)	-	-	-	-					-	
4-0628 - Provincial Grants - OMPF	1,220,900	1,220,900	-	1,218,700	1,218,700	-	1,218,700	2,000				1,220,700	
4-0635 - Federal Gas Tax	1,165,363	1,165,363	0	1,165,363	1,165,363	-	1,165,363				67,300	1,232,663	NON-001
4-0636 - Other Grants	3,007,975	3,057,975	(50,000)	2,556,779	2,556,779	-	-			2,173,262		2,173,262	
<b>Total 2-Grants</b>	<b>5,394,238</b>	<b>6,975,114</b>	<b>(1,580,876)</b>	<b>4,940,842</b>	<b>4,959,056</b>	<b>(18,214)</b>	<b>2,384,063</b>	-	<b>2,000</b>	<b>2,173,262</b>	<b>67,300</b>	<b>4,626,625</b>	
<b>2-User Fees</b>													
4-1917 - Parkland Dedication Fees	-	194,255	(194,255)	-	-	-	-					-	
<b>Total 2-User Fees</b>	-	<b>194,255</b>	<b>(194,255)</b>	-	-	-	-	-	-	-	-	-	
<b>5-Investment Income</b>													
4-6538 - Dividends On Investment	251,800	319,424	(67,624)	283,000	283,000	-	248,000			35,000		283,000	
4-7220 - Inv. Inc. - Bank Account	215,000	230,993	(15,993)	200,000	200,000	-	55,000			90,000		145,000	
<b>Total 5-Investment Income</b>	<b>466,800</b>	<b>550,417</b>	<b>(83,617)</b>	<b>483,000</b>	<b>483,000</b>	-	<b>303,000</b>	-	-	<b>125,000</b>	-	<b>428,000</b>	
<b>5-Other Income</b>													
4-0020 - Charity Rebate	-	(2,995)	2,995	-	-	-	-					-	
4-0624 - Prov. Grants - Pits & Qua	236,000	235,678	322	282,000	-	282,000	282,000					282,000	
4-1446 - Donations	-	45,225	(45,225)	-	-	-	-					-	
4-6510 - Sale Of Municipal Property	-	704,360	(704,360)	-	350,000	(350,000)	-					-	
4-6540 - Miscellaneous Revenue	5,000	(14,367)	19,367	5,000	23,065	(18,065)	5,000					5,000	
4-7110 - Tax Penalties & Interest	275,600	322,251	(46,651)	375,600	375,600	-	275,600			100,000		375,600	
<b>Total 5-Other Income</b>	<b>516,600</b>	<b>1,290,152</b>	<b>(773,552)</b>	<b>662,600</b>	<b>748,665</b>	<b>(86,065)</b>	<b>562,600</b>	-	-	<b>100,000</b>	-	<b>662,600</b>	
<b>8-Administrative Recoveries</b>													
4-1016 - Administrative Charges - Water Dept.	692,500	692,500	-	711,900	711,900	-	711,900					711,900	
4-1017 - Administrative Charges - Sanitary Sewer	241,600	241,600	-	260,900	260,900	(0)	260,900					260,900	
4-2165 - Build Dept - Recovery Bill 124	134,774	134,774	-	134,774	134,774	(0)	134,774					134,774	
<b>Total 8-Administrative Recoveries</b>	<b>1,068,874</b>	<b>1,068,874</b>	-	<b>1,107,574</b>	<b>1,107,574</b>	<b>(0)</b>	<b>1,107,574</b>	-	-	-	-	<b>1,107,574</b>	
<b>8-Transfers From</b>													
4-3015 - Transferd From Deferred Charges Ye	-	4,501,390	(4,501,390)	-	-	-	-					-	
4-3016 - Interdepartment Transfer - From	-	(17,941)	17,941	-	-	-	-					-	
<b>Total 8-Transfers From</b>	-	<b>4,483,450</b>	<b>(4,483,450)</b>	-	-	-	-	-	-	-	-	-	
<b>Total Revenues</b>	<b>36,770,205</b>	<b>44,072,658</b>	<b>(7,302,453)</b>	<b>39,356,414</b>	<b>39,723,405</b>	<b>(366,991)</b>	<b>5,348,737</b>	-	<b>2,000</b>	<b>2,443,262</b>	<b>67,300</b>	<b>7,861,299</b>	

Town of Amherstburg	2023			2024			2025						
Budget Centre: NON-DEPARTMENTAL 2025 Operating Budget	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>Expenses</b>													
<b>1-Salaries and Wages-Retiree Benefits</b>													
5-0206 - Benefits - Greenshield Retirees	-	72,802	(72,802)	-	-	-	-	-	-	-	-	-	-
<b>Total 1-Salaries and Wages-Retiree Benefits</b>	-	<b>72,802</b>	<b>(72,802)</b>	-	-	-	-	-	-	-	-	-	-
<b>2-General Expenses</b>													
5-0301 - Office Supplies			-		(388)	388							
5-0304 - Postage	49,000	38,631	10,369	49,000	59,582	(10,582)	49,000					49,000	
5-0307 - Advertising	18,000	27,901	(9,901)	18,000	18,000	-	18,000					18,000	
5-0360 - Miscellaneous	-	10,190	(10,190)	-	-	-	-					-	
5-0500 - Cash Short/Over	-	(4)	4	-	0	(0)	-					-	
5-0501 - Write Offs	235,000	19,347	215,653	185,000	65,000	120,000	185,000					185,000	
5-0502 - Interest Expense	10,000	192,878	(182,878)	100,000	200,000	(100,000)	100,000					100,000	
5-0511 - Heritage Tax Rebates	6,000	-	6,000	6,000	-	6,000	6,000					6,000	
5-0550 - Conservator/ERCA Levy	158,681	170,783	(12,102)	164,441	172,694	(8,253)	164,441		13,155			177,596	FIN-001
<b>Total 2-General Expenses</b>	<b>476,681</b>	<b>459,726</b>	<b>16,955</b>	<b>522,441</b>	<b>514,888</b>	<b>7,553</b>	<b>522,441</b>	-	<b>13,155</b>	-	-	<b>535,596</b>	
<b>4-Contracted Services</b>													
5-0504 - Collection Expense	-	16	(16)	-	-	-	-					-	
<b>Total 4-Contracted Services</b>	-	<b>16</b>	<b>(16)</b>	-	-	-	-	-	-	-	-	-	
<b>4-Grants &amp; Waivers Expense</b>													
5-0353 - Grant Expense	62,706	62,703	3	60,000	60,000	0	60,000					60,000	
5-0590 - Grants For Community Rentals	122,779	122,779	-	122,779	122,779	-	122,779					122,779	
<b>Total 4-Grants &amp; Waivers Expense</b>	<b>185,485</b>	<b>185,482</b>	<b>3</b>	<b>182,779</b>	<b>182,779</b>	<b>0</b>	<b>182,779</b>	-	-	-	-	<b>182,779</b>	
<b>8-Transfers To</b>													
5-2001 - Transfer To Capital			-		-	-	-					-	
5-2002 - Transfer To Reserve	5,386,249	12,364,939	(6,978,690)	5,839,849	5,839,849	0	5,839,849		498,734			6,338,583	FIN-001
5-2027 - Transfer To Federal Gas Tax Reserve	1,165,363	1,165,363	0	1,165,363	1,165,363	(0)	1,165,363				67,300	1,232,663	NON-001
5-2028 - Transfer To Grants Reserve	2,876,875	3,007,975	(131,100)	2,556,779	2,556,779	-	-			2,173,262		2,173,262	FIN-004
5-3000 - Transfer To Reserve	-	-	-	-	350,000	(350,000)	-					-	
<b>Total 8-Transfers To</b>	<b>9,428,487</b>	<b>16,538,277</b>	<b>(7,109,790)</b>	<b>9,561,991</b>	<b>9,911,991</b>	<b>(350,000)</b>	<b>7,005,212</b>	-	<b>498,734</b>	<b>2,173,262</b>	<b>67,300</b>	<b>9,744,508</b>	
<b>Total Expenses</b>	<b>10,090,653</b>	<b>17,256,302</b>	<b>(7,165,649)</b>	<b>10,267,211</b>	<b>10,609,658</b>	<b>(342,447)</b>	<b>7,710,432</b>	-	<b>511,889</b>	<b>2,173,262</b>	<b>67,300</b>	<b>10,462,883</b>	
<b>Net Operating Budget</b>	<b>(26,679,552)</b>	<b>(26,816,356)</b>	<b>136,804</b>	<b>(29,089,203)</b>	<b>(29,113,747)</b>	<b>24,544</b>	<b>2,361,695</b>	-	<b>509,889</b>	<b>(270,000)</b>	-	<b>2,601,584</b>	



### Department Overview





## Department Description

The goal of the Amherstburg Fire Department Services is to provide fire protection services through a range of programs designed to protect the lives and property of the inhabitants from the adverse effects of fires, sudden medical emergencies or exposure to dangerous conditions created by man or nature; first to the Town of Amherstburg; second, to those municipalities requiring assistance through authorized Mutual Fire Aid plan and program activities.

In order to achieve the goal of the fire services, necessary funding must be in place and the following objectives met:

- Identify and review the fire risks of the Town of Amherstburg and ensure programs are in place to minimize identified risks;
- Provide an administrative process consistent with the needs of the fire services;
- To conduct fire prevention inspections upon request or complaint;
- To distribute public fire safety education materials to the community including home escape planning information and encourage the use of Smoke Alarms;
- Proactive inspections of vulnerable occupancies identified in a community risk assessment;
- Ensure that firefighting equipment and operating personnel are available within the municipality to provide adequate response to a citizen's call within a reasonable length of time;
- Provide fire services training to the NFPA 1001 Standard which will ensure the continuous up-grading of all personnel in the latest techniques of fire prevention, firefighting and control of emergency situations and to co-operate with other municipal fire services with respect to management training and other programs;
- Provide for a maintenance program to ensure all fire protection apparatus, and equipment, is ready to respond to emergency calls;
- Ensure, through plan examination and inspection that required fire protective equipment is installed and maintained within buildings;
- Ensure compliance with applicable municipal, provincial and federal fire prevention legislation, statutes, codes and regulations in respect to fire safety;
- Develop and maintain an effective public information system and educational program, with particular emphasis on school fire safety programs; and commercial, industrial and institutional staff training;
- Ensure in the event of a major catastrophe in the Town of Amherstburg, assistance to cope with the situation is available from outside fire services and other agencies;



- Develop and maintain a good working relationship with all federal, provincial and municipal fire services, utilities and agencies, related to the protection of life and property;
- Interact with other municipal fire services respecting the aspects of fire protection on any given program;
- Ensure these objectives are not in conflict with any other municipal services.

**Budgeted Staffing Resources - Fire Services**

<b>Permanent FTE's</b>	<b>2023</b>	<b>2024</b>	<b>2025 Proposed</b>
Fire	10.00	10.00	10.00
<b>Total FTE</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>
<b>Net Change</b>			<b>0.00*</b>

<b>Volunteer Firefighters</b>	<b>2023</b>	<b>2024</b>	<b>2025 Proposed</b>
Volunteer Compliments	60.00	60.00	60.00
<b>Total</b>	<b>60.00</b>	<b>60.00</b>	<b>60.00</b>
<b>Net Change</b>			<b>0.00</b>

**2024 Staffing Complement includes:**

*Full Time*

- 1.0 Fire Chief
- 2.0 Deputy Fire Chief
- 1.0 Executive Assistant/Communications Assistant
- 4.0 District Chief/Firefighter
- 1.0 Training Officer/Firefighter
- 1.0 Fire Prevention Officer/Firefighter

*Part Time*

60.0 Volunteer Firefighters

**\*Proposed 2025 Staff Complement changes:**

*None*

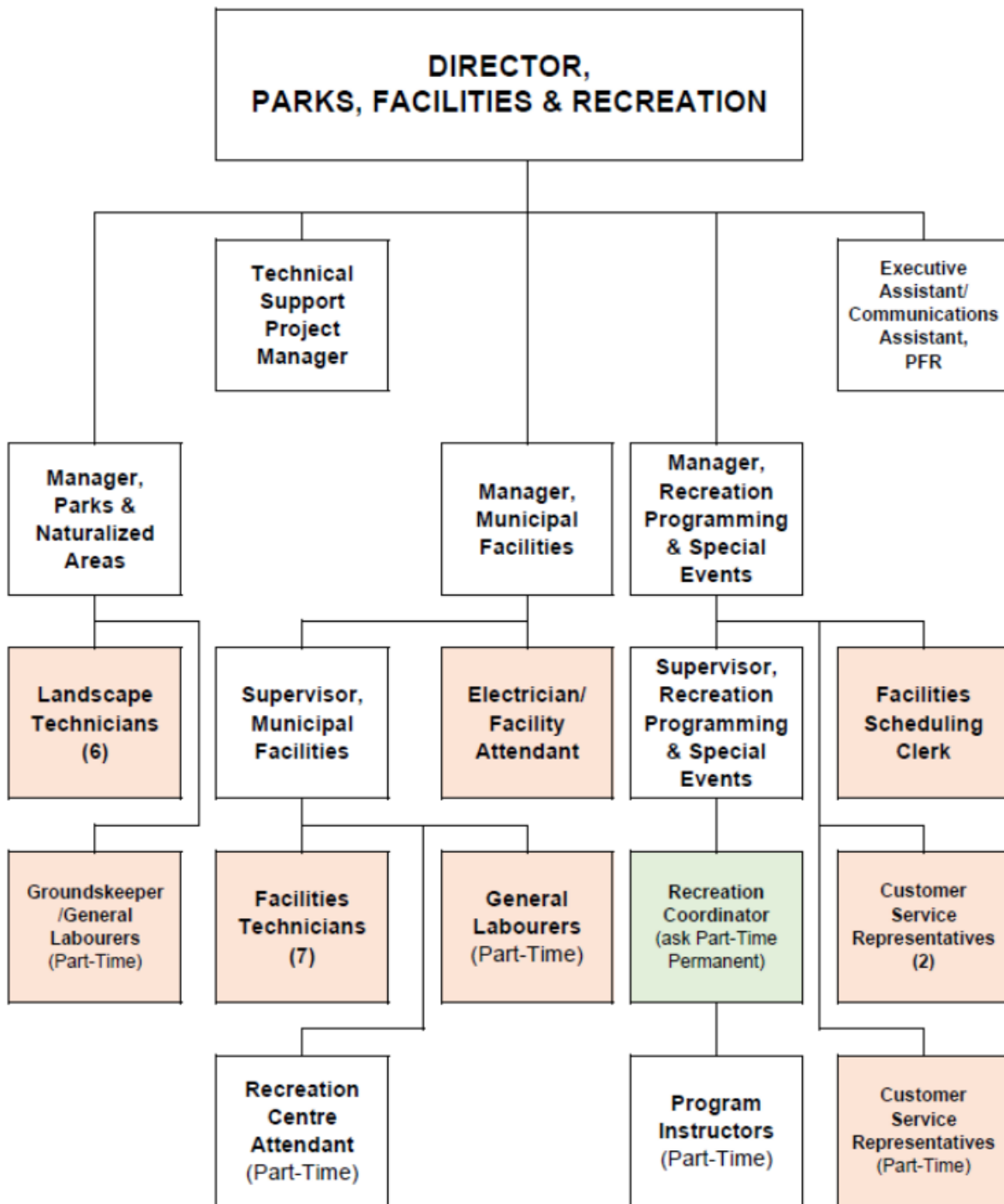


Town of Amherstburg	2023			2024			2025						
Budget Centre: FIRE 2025 Operating Budget	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>Revenues</b>													
<b>2-Grants</b>													
4-0700 - Grants - County Of Essex	3,000	9,000	(6,000)	4,000	13,500	(9,500)	4,000				2,000	6,000	FIR-001
4-0800 - Emergency Operations Centre Grant	24,000	83,264	(59,264)	74,000	74,000	-	24,000			75,000		99,000	FIR-002
<b>Total 2-Grants</b>	<b>27,000</b>	<b>92,264</b>	<b>(65,264)</b>	<b>78,000</b>	<b>87,500</b>	<b>(9,500)</b>	<b>28,000</b>	-	-	<b>75,000</b>	<b>2,000</b>	<b>105,000</b>	
<b>2-User Fees</b>													
4-1020 - Fire Dept - Fire Reports	1,000	1,268	(268)	1,000	2,500	(1,500)	1,000					1,000	
<b>Total 2-User Fees</b>	<b>1,000</b>	<b>1,268</b>	<b>(268)</b>	<b>1,000</b>	<b>2,500</b>	<b>(1,500)</b>	<b>1,000</b>	-	-	-	-	<b>1,000</b>	
<b>5-Other Income</b>													
4-6540 - Miscellaneous Revenue	27,000	19,377	7,623	37,000	30,000	7,000	37,000					37,000	
<b>Total 5-Other Income</b>	<b>27,000</b>	<b>19,377</b>	<b>7,623</b>	<b>37,000</b>	<b>30,000</b>	<b>7,000</b>	<b>37,000</b>	-	-	-	-	<b>37,000</b>	
<b>8-Transfers From</b>													
4-3000 - Transfer From Reserves	129,962	143,959	(13,997)	104,000	104,000	-	50,000			500		50,500	
<b>Total 8-Transfers From</b>	<b>129,962</b>	<b>143,959</b>	<b>(13,997)</b>	<b>104,000</b>	<b>104,000</b>	<b>-</b>	<b>50,000</b>	-	-	<b>500</b>	-	<b>50,500</b>	
<b>Total Revenues</b>	<b>184,962</b>	<b>256,868</b>	<b>(71,906)</b>	<b>220,000</b>	<b>224,000</b>	<b>(4,000)</b>	<b>116,000</b>	-	-	<b>75,500</b>	<b>2,000</b>	<b>193,500</b>	
<b>Expenses</b>													
<b>1-Salaries and Wages</b>													
5-0101 - Salaries - Full Time	1,072,624	1,136,709	(64,084)	1,292,212	1,269,204	23,008	1,292,212		47,151			1,339,363	
5-0102 - Salaries - Overtime	88,994	136,483	(47,489)	88,994	136,517	(47,523)	88,994		-			88,994	
5-0107 - Salaries - Temporary Personnel	-	19,221	(19,221)	-	59,822	(59,822)	-		-			-	
5-0112 - Salaries - Part Time	349,132	244,521	104,611	358,024	309,132	48,892	358,024		3,494			361,518	
5-0120 - Salaries - Volunteer Pay	315,318	341,339	(26,020)	313,603	310,000	3,603	313,603		(7,840)			305,763	
<b>Total 1-Salaries and Wages</b>	<b>1,826,068</b>	<b>1,878,272</b>	<b>(52,204)</b>	<b>2,052,833</b>	<b>2,084,675</b>	<b>(31,842)</b>	<b>2,052,833</b>	-	<b>42,804</b>	-	-	<b>2,095,637</b>	
<b>1-Salaries and Wages-Benefits</b>													
5-0201 - Benefits - C.P.P.	33,790	37,943	(4,153)	44,995	55,000	(10,005)	44,995		(1,242)			43,753	
5-0202 - Benefits - E.I.	10,492	12,006	(1,514)	12,016	15,000	(2,984)	12,016		1,296			13,312	
5-0203 - Benefits - Omers	99,999	107,316	(7,317)	126,526	127,250	(724)	126,526		37,788			164,314	
5-0204 - Benefits - E.H.T.	22,652	36,876	(14,224)	26,934	39,353	(12,419)	26,934		(632)			26,302	
5-0205 - Benefits - Greenshield	55,859	63,153	(7,294)	74,173	76,917	(2,744)	74,173		(2,048)			72,125	
5-0207 - Benefits - Life & Disability	68,925	46,468	22,458	82,701	41,821	40,880	82,701		(24,609)			58,092	
5-0208 - Benefits - W.S.I.B.	51,027	59,138	(8,111)	60,283	87,902	(27,619)	60,283		29,860			90,143	
5-0209 - Benefits - Post-Retirement Benefit Cont.	7,653	8,852	(1,199)	8,835	9,329	(494)	8,835		57			8,892	
5-0216 - Auto Allowance	10,452	9,440	1,012	9,440	12,000	(2,560)	9,440		2,560			12,000	
<b>Total 1-Salaries and Wages-Benefits</b>	<b>360,849</b>	<b>381,190</b>	<b>(20,341)</b>	<b>445,903</b>	<b>464,571</b>	<b>(18,668)</b>	<b>445,903</b>	-	<b>43,029</b>	-	-	<b>488,932</b>	
<b>1-Salaries and Wages-Retiree Benefits</b>													
5-0206 - Benefits - Greenshield Retirees	-	22,815	(22,815)	-	-	-	-		-			-	
<b>Total 1-Salaries and Wages-Retiree Benefits</b>	<b>-</b>	<b>22,815</b>	<b>(22,815)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	-	-	-	-	<b>-</b>	
<b>2-General Expenses</b>													
5-0240 - Employee Recognition	5,000	4,857	143	5,000	5,000	-	5,000			500		5,500	FIR-003
5-0248 - Fire Prevention & Training	15,000	15,637	(637)	19,000	19,000	-	15,000					15,000	
5-0252 - Uniforms	24,450	28,844	(4,394)	24,450	24,000	450	24,450				2,000	26,450	FIR-005
5-0254 - Training Supplies	11,000	15,507	(4,507)	11,000	11,000	-	11,000					11,000	
5-0301 - Office Supplies	2,500	5,008	(2,508)	4,500	4,500	-	4,500					4,500	
5-0307 - Advertising	6,000	9,291	(3,291)	6,000	5,025	975	6,000					6,000	
5-0321 - Operating Supplies	6,000	7,160	(1,160)	6,000	7,200	(1,200)	6,000					6,000	
5-0324 - Dispatching	45,637	45,637	0	65,637	65,637	-	65,637		1,969			67,606	
5-0331 - General Maintenance	-	-	-	-	-	-	-					-	
5-0345 - Cell Phone Expense	8,800	9,242	(442)	8,800	10,154	(1,354)	8,800				(1,200)	7,600	IT-001
5-0350 - Memberships	2,000	1,043	957	9,200	5,500	3,700	9,200					9,200	
5-0351 - Training And Conferences	37,800	37,187	613	37,800	37,800	-	37,800					37,800	
5-0352 - Travel & Mileage	3,000	3,427	(427)	3,000	4,210	(1,210)	3,000					3,000	
5-0359 - Investigation Expense	700	853	(153)	700	526	174	700					700	
5-0503 - Bank Charges	-	254	(254)	-	6	(6)	-					-	
5-0800 - Emergency Operations Centre	40,000	41,281	(1,281)	140,000	90,000	50,000	40,000			75,000		115,000	FIR-002
<b>Total 2-General Expenses</b>	<b>207,887</b>	<b>225,228</b>	<b>(17,341)</b>	<b>341,087</b>	<b>289,558</b>	<b>51,529</b>	<b>237,087</b>	-	<b>1,969</b>	<b>75,500</b>	<b>800</b>	<b>315,356</b>	

Town of Amherstburg	2023			2024			2025						
Budget Centre: FIRE 2025 Operating Budget	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>3-Building and Facility Expense</b>													
5-0322 - General Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total 3-Building and Facility Expense</b>	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>4-Equipment and Vehicles</b>													
5-0319 - Radio Maintenance	46,600	47,369	(769)	46,600	47,000	(400)	46,600		62,404			109,004	
5-0402 - Vehicle & Equipment Mtce.	80,000	105,619	(25,619)	80,000	140,000	(60,000)	80,000				50,000	130,000	FIR-006
5-0420 - Small Equipment	70,000	108,586	(38,586)	70,000	70,000	-	70,000					70,000	
5-0423 - Personal Protective Equipment	50,000	49,675	325	50,000	80,000	(30,000)	50,000					50,000	
5-0424 - Communication Equipment	15,000	13,638	1,362	15,000	10,000	5,000	15,000					15,000	
<b>Total 4-Equipment and Vehicles</b>	<b>261,600</b>	<b>324,887</b>	<b>(63,287)</b>	<b>261,600</b>	<b>347,000</b>	<b>(85,400)</b>	<b>261,600</b>	-	<b>62,404</b>	-	<b>50,000</b>	<b>374,004</b>	
<b>8-Debt Charges</b>													
5-2005 - Debt Charges - Principal	25,000	-	25,000	225,000	225,000	-	225,000		225,000			450,000	
5-2006 - Debt Charges - Interest	-	-	-	-	-	-	-					-	
<b>Total 8-Debt Charges</b>	<b>25,000</b>	-	<b>25,000</b>	<b>225,000</b>	<b>225,000</b>	-	<b>225,000</b>	-	<b>225,000</b>	-	-	<b>450,000</b>	
<b>8-Transfers To</b>													
5-2002 - Transfer To Reserve	53,000	78,000	(25,000)	78,000	90,000	(12,000)	78,000				79,000	157,000	FIR-004, FIR-007
<b>Total 8-Transfers To</b>	<b>53,000</b>	<b>78,000</b>	<b>(25,000)</b>	<b>78,000</b>	<b>90,000</b>	<b>(12,000)</b>	<b>78,000</b>	-	-	-	<b>79,000</b>	<b>157,000</b>	
<b>Total Expenses</b>	<b>2,734,405</b>	<b>2,910,392</b>	<b>(175,988)</b>	<b>3,404,423</b>	<b>3,500,804</b>	<b>(96,381)</b>	<b>3,300,423</b>	-	<b>375,206</b>	<b>75,500</b>	<b>129,800</b>	<b>3,880,929</b>	
<b>Net Operating Budget</b>	<b>2,549,443</b>	<b>2,653,524</b>	<b>(104,082)</b>	<b>3,184,423</b>	<b>3,276,804</b>	<b>(92,381)</b>	<b>3,184,423</b>	-	<b>375,206</b>	-	<b>127,800</b>	<b>3,687,429</b>	



### Department Overview





### Department Description

#### Parks Division:

The Parks Division is responsible for the operation and maintenance of all parks and naturalized areas within the Town of Amherstburg including sports fields, playgrounds, splash pads and the beautiful Kings Navy Yard Park. The team plays a pinnacle role in the setup/ tear down, maintenance and storage of all the displays for ever growing and popular River Lights Program and special events throughout the Town including but not limited to: Open Air, The Car Show, Earth Day, Uncommon Festival, River lights, Santa Claus Parade, True Festival and many more. The division maintains and facilitates the Commemorative Bench and Tree Program and is responsible for many monuments, memorials and signage throughout the Town. They perform winter control and maintenance of parking lots and sidewalks at all municipal buildings assisting Public Works and Roads Department as needed.

#### Recreation Division:

The Recreation Division is responsible for all recreational programming within the Town of Amherstburg including the scheduling of all recreational facilities and sports fields. They offer approx. 10 drop in programs and 15 pre-registration programs in addition to facilitating several special events throughout the year.

#### Facilities Division:

The Facilities Division is responsible for over 25 building facilities within the Town of Amherstburg including the Fire stations, Town Hall, Police Station, Historic Gordon House, Public Washrooms, The HUB, Libro Centre and many more. The Facilities Division oversees the safe operation and maintenance of these facilities and assists other departments in the Town with special events setup and tear down, programming and winter control.

### Budgeted Staffing Resources- Parks, Facilities and Recreation Department

Permanent FTE's	2023	2024	2025 Proposed
Full-Time FTE	18.00	25.00	25.00
Part-Time FTE	19.86	14.02	14.02
Students	1.71	3.02	3.02
<b>Total FTE</b>	<b>39.57</b>	<b>42.04</b>	<b>42.04</b>
<b>Net Change</b>			<b>0.00</b>



**2024 Staffing Complement includes:**

*Full Time*

- 1.00 Director of Parks, Facilities & Recreation
- 1.00 Executive Assistant/Communications Assistant
- 1.00 Manager, Parks & Naturalized Areas
- 1.00 Manager, Municipal Facilities
- 1.00 Manager, Recreation Services
- 1.00 Supervisor, Municipal Facilities
- 1.00 Supervisor, Recreation, Programming and Special Events
- 1.00 Technical Support Project Manager
- 1.00 Facilities Trades (Electrician)
- 6.00 Landscape Technicians
- 7.00 Facilities Technicians
- 2.00 Customer Service Representatives (Libro & Town Hall)
- 1.00 Facilities Scheduling Clerk

*Part Time*

- 8.00 Facilities General Labourers - Libro
- 0.78 Recreation Customer Service Representatives
- 1.54 Recreation Program Instructors
- 2.56 Groundskeeper / General Labourers – Parks
- 0.64 Recreation Centre Attendant
- 0.50 Recreation Coordinator (*for 2024 only*)

*Students*

- 2.80 Parks Student Labourers
- 0.22 Recreation Camp Students

**\*Proposed 2025 Staff Complement Changes:**

*Part Time*

- 0.50 Recreation Coordinator

Town of Amherstburg	2023			2024			2025						
Budget Centre: FACILITIES AND LIBRO 2025 Operating Budget	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhance ment	2025 Total Budget	Issue Paper Reference No.
<b>Revenues</b>													
<b>2-Grants</b>													
4-1135 - Rent - Grants In Lieu	122,779	122,779	-	122,779	-	122,779	122,779	-	-	-	-	122,779	
<b>Total 2-Grants</b>	<b>122,779</b>	<b>122,779</b>	<b>-</b>	<b>122,779</b>	<b>-</b>	<b>122,779</b>	<b>122,779</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>122,779</b>	
<b>2-User Fees</b>													
4-1305 - Facilities Rentals	-	45,857	(45,857)	-	23,809	(23,809)	-	-	-	-	-	-	
4-1306 - Events - Revenue	-	(10)	10	-	-	-	-	-	-	-	-	-	
4-1410 - Ice Rentals	549,000	537,066	11,934	549,000	593,659	(44,659)	549,000	-	-	-	-	549,000	
4-1413 - Capital Surcharge	50,000	27,574	22,426	50,000	35,993	14,007	50,000	-	-	-	-	50,000	
4-1420 - Lease Revenue	32,071	5,044	27,027	32,071	17,030	15,041	32,071	-	-	-	-	32,071	
4-1425 - Room Rentals	29,500	177	29,323	29,500	266	29,235	29,500	-	-	-	-	29,500	
4-1429 - Rent-Municipal Bldgs & Property	195,000	232,378	(37,378)	195,000	244,531	(49,531)	195,000	-	-	-	-	195,000	
4-1466 - Indoor Soccer Field Rental	60,000	61,911	(1,911)	60,000	85,969	(25,969)	60,000	-	-	-	-	60,000	
4-1467 - Soccer Pitch Rental	8,800	14,182	(5,382)	8,800	7,539	1,261	8,800	-	-	-	-	8,800	
4-1473 - Premier Diamond Rental	7,250	3,186	4,064	7,250	470	6,780	7,250	-	-	-	-	7,250	
<b>Total 2-User Fees</b>	<b>931,621</b>	<b>927,366</b>	<b>4,255</b>	<b>931,621</b>	<b>1,009,265</b>	<b>(77,644)</b>	<b>931,621</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>931,621</b>	
<b>5-Other Income</b>													
4-5520 - Rental Income	9,888	10,313	(425)	9,888	12,500	(2,612)	9,888	-	-	-	-	9,888	
4-5525 - Green Shares Dividend	17,804	-	17,804	17,804	35,608	(17,804)	17,804	-	-	-	-	17,804	
4-6540 - Miscellaneous Revenue	4,000	-	4,000	4,000	90	3,910	4,000	-	-	-	-	4,000	
<b>Total 5-Other Income</b>	<b>31,692</b>	<b>10,313</b>	<b>21,379</b>	<b>31,692</b>	<b>48,198</b>	<b>(16,506)</b>	<b>31,692</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>31,692</b>	
<b>8-Administrative Recoveries</b>													
4-1500 - Facilities Services	25,000	-	25,000	25,000	-	25,000	25,000	-	-	-	(25,000)	-	FAC-002
<b>Total 8-Administrative Recoveries</b>	<b>25,000</b>	<b>-</b>	<b>25,000</b>	<b>25,000</b>	<b>-</b>	<b>25,000</b>	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(25,000)</b>	<b>-</b>	
<b>8-Transfers From</b>													
4-3000 - Transfer From Reserves	53,904	51,173	2,731	4,000	-	4,000	-	-	-	-	-	-	
<b>Total 8-Transfers From</b>	<b>53,904</b>	<b>51,173</b>	<b>2,731</b>	<b>4,000</b>	<b>-</b>	<b>4,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Revenues</b>	<b>1,164,996</b>	<b>1,111,630</b>	<b>53,366</b>	<b>1,115,092</b>	<b>1,057,463</b>	<b>57,629</b>	<b>1,111,092</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(25,000)</b>	<b>1,086,092</b>	
<b>Expenses</b>													
<b>1-Salaries and Wages</b>													
5-0101 - Salaries - Full Time	956,915	757,118	199,797	1,132,516	1,061,272	71,244	1,132,516	-	48,547	-	-	1,181,063	
5-0102 - Salaries - Overtime	14,500	6,163	8,337	14,500	10,000	4,500	14,500	-	-	-	(5,000)	9,500	FAC-005
5-0104 - Salaries - Cr. Re: W.S.I.B	-	(14,652)	14,652	-	(23,087)	23,087	-	-	-	-	-	-	
5-0105 - Salaries - Cr. Re: S.T.D.	-	-	-	-	(3,984)	3,984	-	-	-	-	-	-	
5-0107 - Salaries - Temporary Personnel	-	59,115	(59,115)	-	56,545	(56,545)	-	-	-	-	-	-	
5-0112 - Salaries - Part Time	461,413	399,752	61,661	435,423	435,000	423	435,423	-	12,872	-	(27,658)	420,637	HR-001, FAC-005, FAC-006
<b>Total 1-Salaries and Wages</b>	<b>1,432,828</b>	<b>1,207,495</b>	<b>225,332</b>	<b>1,582,439</b>	<b>1,535,746</b>	<b>46,693</b>	<b>1,582,439</b>	<b>-</b>	<b>61,419</b>	<b>-</b>	<b>(32,658)</b>	<b>1,611,200</b>	
<b>1-Salaries and Wages-Benefits</b>													
5-0201 - Benefits - C.P.P.	78,128	55,375	22,753	73,089	77,848	(4,759)	73,089	-	5,596	-	(9,951)	68,734	HR-001, FAC-005, FAC-006
5-0202 - Benefits - E.I.	29,536	20,471	9,065	24,896	28,688	(3,792)	24,896	-	3,330	-	-	28,226	
5-0203 - Benefits - Omers	152,764	100,635	52,129	138,299	127,202	11,097	138,299	-	17,380	-	-	155,679	
5-0204 - Benefits - E.H.T.	27,459	23,618	3,841	29,139	27,718	1,421	29,139	-	2,633	-	-	31,772	
5-0205 - Benefits - Greenshield	77,278	48,139	29,139	125,126	106,927	18,199	125,126	-	(19,455)	-	-	105,671	
5-0207 - Benefits - Life & Disability	68,138	28,550	39,587	66,746	49,871	16,875	66,746	-	(14,971)	-	-	51,775	
5-0208 - Benefits - W.S.I.B.	51,609	39,483	12,126	48,988	56,662	(7,674)	48,988	-	29,247	-	-	78,235	
5-0209 - Benefits - Post-Retirement Benefit Cont.	10,562	7,842	2,720	11,245	11,123	123	11,245	-	1,043	-	-	12,288	
<b>Total 1-Salaries and Wages-Benefits</b>	<b>495,473</b>	<b>324,113</b>	<b>171,360</b>	<b>517,528</b>	<b>486,038</b>	<b>31,490</b>	<b>517,528</b>	<b>-</b>	<b>24,803</b>	<b>-</b>	<b>(9,951)</b>	<b>532,381</b>	
<b>1-Salaries and Wages-Retiree Benefits</b>													
5-0206 - Benefits - Greenshield Retirees	-	24,456	(24,456)	-	-	-	-	-	-	-	-	-	
<b>Total 1-Salaries and Wages-Retiree Benefits</b>	<b>-</b>	<b>24,456</b>	<b>(24,456)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>2-General Expenses</b>													
5-0250 - Health And Safety	5,000	981	4,019	5,000	5,000	-	5,000	-	-	-	-	5,000	
5-0252 - Uniforms	19,400	11,107	8,293	19,400	16,578	2,822	19,400	-	-	-	-	19,400	
5-0301 - Office Supplies	-	275	(275)	5,500	7,575	(2,075)	1,500	-	-	-	-	1,500	
5-0331 - General Maintenance	51,500	79,291	(27,791)	51,500	53,191	(1,691)	51,500	-	-	-	-	51,500	
5-0345 - Cell Phone Expense	5,760	2,668	3,092	4,500	4,832	(332)	4,500	-	-	-	(1,200)	3,300	IT-001
5-0350 - Memberships	4,400	-	4,400	4,400	3,787	613	4,400	-	-	-	-	4,400	FAC-002
5-0351 - Training And Conferences	7,000	17,236	(10,236)	7,000	21,060	(14,060)	7,000	-	-	-	-	7,000	
5-0352 - Travel & Mileage	2,000	-	2,000	2,000	-	2,000	2,000	-	-	-	-	2,000	
5-0505 - Credit Card Charges	5,000	13,947	(8,947)	5,000	14,286	(9,286)	5,000	-	-	-	-	5,000	
<b>Total 2-General Expenses</b>	<b>100,060</b>	<b>125,504</b>	<b>(25,444)</b>	<b>104,300</b>	<b>126,309</b>	<b>(22,009)</b>	<b>100,300</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(1,200)</b>	<b>99,100</b>	

Town of Amherstburg Budget Centre: FACILITIES AND LIBRO 2025 Operating Budget	2023			2024			2025						
	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>2-Professional and Consulting Fees</b>													
5-0327 - Professional Fees	-	900	(900)	-	-	-	-	-	-	-	-	-	
<b>Total 2-Professional and Consulting Fees</b>	-	900	(900)	-	-	-	-	-	-	-	-	-	
<b>3-Building and Facility Expense</b>													
5-0317 - Building Maintenance	408,400	414,638	(6,238)	408,400	359,521	48,879	408,400	-	-	-	7,500	415,900	FAC-002, FAC-003
5-0318 - Janitorial	72,500	55,178	17,322	72,500	97,574	(25,074)	72,500	-	-	-	20,000	92,500	FAC-002
5-0322 - General Supplies	2,000	7,183	(5,183)	2,000	6,097	(4,097)	2,000	-	-	-	5,000	7,000	FAC-002
5-0343 - Vandalism Expense	20,000	22,635	(2,635)	20,000	3,808	16,192	20,000	-	-	-	-	20,000	
5-0721 - Parking Lot Maintenance	25,000	33,436	(8,436)	25,000	25,000	-	25,000	-	-	-	-	25,000	
5-0960 - Libro - Outdoor Soccer (Natural Turf)	12,100	9,823	2,277	12,100	12,100	-	12,100	-	-	-	(12,100)	-	FAC-003
5-0961 - Libro - Outdoor/Football Field Turf	700	903	(203)	700	700	-	700	-	-	-	(700)	-	FAC-003
5-0962 - Libro - Premier Baseball Field	8,000	9,160	(1,160)	8,000	8,000	-	8,000	-	-	-	(8,000)	-	FAC-003
5-0963 - Sports Field Maintenance	-	-	-	-	-	-	-	-	-	-	28,300	28,300	FAC-003
<b>Total 3-Building and Facility Expense</b>	<b>548,700</b>	<b>552,956</b>	<b>(4,256)</b>	<b>548,700</b>	<b>512,800</b>	<b>35,900</b>	<b>548,700</b>	-	-	-	<b>40,000</b>	<b>588,700</b>	
<b>4-Contracted Services</b>													
5-0336 - Contracted Services	-	70	(70)	-	-	-	-	-	-	-	-	-	
<b>Total 4-Contracted Services</b>	-	70	(70)	-	-	-	-	-	-	-	-	-	
<b>4-Equipment and Vehicles</b>													
5-0319 - Radio Maintenance	12,300	-	12,300	12,300	-	12,300	12,300	-	-	-	-	12,300	
5-0401 - Gasoline	7,200	8,449	(1,249)	7,200	10,808	(3,608)	7,200	-	-	-	-	7,200	
5-0402 - Vehicle & Equipment Mtce.	15,000	11,077	3,923	15,000	10,557	4,443	15,000	-	-	-	-	15,000	
5-0406 - Gps Communications	1,991	2,175	(184)	1,991	2,193	(202)	1,991	-	-	-	-	1,991	
<b>Total 4-Equipment and Vehicles</b>	<b>36,491</b>	<b>21,700</b>	<b>14,791</b>	<b>36,491</b>	<b>23,558</b>	<b>12,933</b>	<b>36,491</b>	-	-	-	-	<b>36,491</b>	
<b>4-Utilities</b>													
5-0316 - Utilities	989,800	896,537	93,263	989,800	952,538	37,262	989,800	-	-	-	28,000	1,017,800	FAC-002
<b>Total 4-Utilities</b>	<b>989,800</b>	<b>896,537</b>	<b>93,263</b>	<b>989,800</b>	<b>952,538</b>	<b>37,262</b>	<b>989,800</b>	-	-	-	<b>28,000</b>	<b>1,017,800</b>	
<b>8-Debt Charges</b>													
5-2005 - Debt Charges - Principal	173,530	173,530	0	173,530	181,280	(7,750)	173,530	-	15,848	-	-	189,378	
5-2006 - Debt Charges - Interest	212,735	209,527	3,208	212,735	204,985	7,750	212,735	-	(15,848)	-	-	196,887	
<b>Total 8-Debt Charges</b>	<b>386,265</b>	<b>383,057</b>	<b>3,208</b>	<b>386,265</b>	<b>386,265</b>	<b>0</b>	<b>386,265</b>	-	<b>(0)</b>	-	-	<b>386,265</b>	
<b>8-Transfers To</b>													
5-2001 - Transfer To Capital	-	23,957	(23,957)	-	-	-	-	-	-	-	-	-	
5-2002 - Transfer To Reserve	210,000	121,836	88,164	210,000	210,000	-	210,000	-	-	-	-	210,000	
<b>Total 8-Transfers To</b>	<b>210,000</b>	<b>145,793</b>	<b>64,207</b>	<b>210,000</b>	<b>210,000</b>	<b>-</b>	<b>210,000</b>	-	-	-	-	<b>210,000</b>	
<b>Total Expenses</b>	<b>4,199,617</b>	<b>3,682,582</b>	<b>517,035</b>	<b>4,375,524</b>	<b>4,233,254</b>	<b>142,270</b>	<b>4,371,524</b>	-	<b>86,222</b>	-	<b>24,191</b>	<b>4,481,936</b>	
<b>Net Operating Budget</b>	<b>3,034,621</b>	<b>2,570,952</b>	<b>463,669</b>	<b>3,260,432</b>	<b>3,175,791</b>	<b>84,641</b>	<b>3,260,432</b>	-	<b>86,222</b>	-	<b>49,191</b>	<b>3,395,844</b>	

Town of Amherstburg Budget Centre: PARKS 2025 Operating Budget	2023			2024			2025						
	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>Revenues</b>													
<b>2-Grants</b>													
4-0636 - Other Grants	-	13,562	(13,562)	-	(2,698)	2,698	-	-	-	-	-	-	-
<b>Total 2-Grants</b>	-	<b>13,562</b>	<b>(13,562)</b>	-	<b>(2,698)</b>	<b>2,698</b>	-	-	-	-	-	-	-
<b>5-Other Income</b>													
4-1026 - Miscellaneous Receipts	5,500	6,244	(744)	5,500	10,181	(4,681)	5,500	-	-	-	-	5,500	
4-1075 - Bench Program	-	15,000	(15,000)	10,000	17,935	(7,935)	10,000	-	-	-	-	10,000	
<b>Total 5-Other Income</b>	<b>5,500</b>	<b>21,244</b>	<b>(15,744)</b>	<b>15,500</b>	<b>28,116</b>	<b>(12,616)</b>	<b>15,500</b>	-	-	-	-	<b>15,500</b>	
<b>8-Transfers From</b>													
4-3010 - Transfer From Operations Fund	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total 8-Transfers From</b>	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>5,500</b>	<b>34,806</b>	<b>(29,306)</b>	<b>15,500</b>	<b>25,419</b>	<b>(9,919)</b>	<b>15,500</b>	-	-	-	-	<b>15,500</b>	
<b>Expenses</b>													
<b>1-Salaries and Wages</b>													
5-0101 - Salaries - Full Time	513,931	534,882	(20,952)	530,187	508,634	21,553	530,187	-	5,727	-	-	535,914	
5-0102 - Salaries - Overtime	15,000	3,297	11,703	15,000	15,000	-	15,000	-	-	-	-	15,000	
5-0104 - Salaries - Cr. Re: W.S.I.B	-	(4,454)	4,454	-	-	-	-	-	-	-	-	-	
5-0105 - Salaries - Cr. Re: S.T.D.	-	(23,896)	23,896	-	-	-	-	-	-	-	-	-	
5-0109 - Salaries - Students	91,464	96,285	(4,822)	103,388	97,853	5,535	103,388	-	1,120	4,343	-	108,851	HR-001
5-0112 - Salaries - Part Time	111,396	87,463	23,934	123,874	122,781	1,093	123,874	-	11,276	-	-	135,150	
<b>Total 1-Salaries and Wages</b>	<b>731,791</b>	<b>693,577</b>	<b>38,213</b>	<b>772,449</b>	<b>744,268</b>	<b>28,181</b>	<b>772,449</b>	-	<b>18,122</b>	-	<b>4,343</b>	<b>794,914</b>	
<b>1-Salaries and Wages-Benefits</b>													
5-0201 - Benefits - C.P.P.	39,244	35,520	3,724	40,340	37,977	2,363	40,340	-	(732)	434	-	40,042	HR-001
5-0202 - Benefits - E.I.	13,132	12,490	643	14,109	13,793	316	14,109	-	1,047	-	-	15,156	
5-0203 - Benefits - Omers	68,447	57,525	10,922	63,790	58,209	5,581	63,790	-	3,267	-	-	67,057	
5-0204 - Benefits - E.H.T.	14,118	13,556	562	15,063	13,069	1,994	15,063	-	61	-	-	15,124	
5-0205 - Benefits - Greenshield	47,612	34,872	12,741	44,119	42,184	1,935	44,119	-	14,951	-	-	59,070	
5-0207 - Benefits - Life & Disability	33,853	30,335	3,519	33,868	24,059	9,809	33,868	-	(11,048)	-	-	22,820	
5-0208 - Benefits - W.S.I.B.	24,729	24,487	242	26,419	26,762	(343)	26,419	-	12,661	-	-	39,080	
5-0209 - Benefits - Post-Retirement Benefit Cont.	4,875	6,605	(1,730)	6,175	6,168	7	6,175	-	29	-	-	6,204	
<b>Total 1-Salaries and Wages-Benefits</b>	<b>246,011</b>	<b>215,390</b>	<b>30,622</b>	<b>243,883</b>	<b>222,221</b>	<b>21,662</b>	<b>243,883</b>	-	<b>20,236</b>	-	<b>434</b>	<b>264,553</b>	
<b>2-General Expenses</b>													
5-0161 - Clothing	-	-	-	-	-	-	-	-	-	-	-	-	-
5-0252 - Uniforms	4,300	7,892	(3,592)	10,000	12,755	(2,755)	10,000	-	-	-	-	10,000	
5-0301 - Office Supplies	2,000	1,200	800	2,000	4,700	(2,700)	2,000	-	-	-	-	2,000	
5-0331 - General Maintenance	-	-	-	5,000	5,000	-	5,000	-	-	-	-	5,000	
5-0345 - Cell Phone Expense	1,320	536	784	1,320	492	828	1,320	-	-	-	-	1,320	
5-0351 - Training And Conferences	8,700	9,468	(768)	8,700	377	8,323	8,700	-	-	-	-	8,700	
5-0620 - Commemorative Bench Program	-	13,337	(13,337)	-	17,688	(17,688)	-	-	-	-	-	-	
5-0771 - Special Projects	3,500	2,241	1,259	3,500	-	3,500	3,500	-	-	-	-	3,500	
<b>Total 2-General Expenses</b>	<b>19,820</b>	<b>34,673</b>	<b>(14,853)</b>	<b>30,520</b>	<b>41,012</b>	<b>(10,492)</b>	<b>30,520</b>	-	-	-	-	<b>30,520</b>	
<b>3-Building and Facility Expense</b>													
5-0322 - General Supplies	156,375	127,541	28,834	150,675	162,689	(12,014)	150,675	-	-	-	-	150,675	
<b>Total 3-Building and Facility Expense</b>	<b>156,375</b>	<b>127,541</b>	<b>28,834</b>	<b>150,675</b>	<b>162,689</b>	<b>(12,014)</b>	<b>150,675</b>	-	-	-	-	<b>150,675</b>	
<b>4-Contracted Services</b>													
5-0336 - Contracted Services	67,500	44,796	22,704	72,415	70,156	2,259	72,415	-	-	-	-	72,415	
<b>Total 4-Contracted Services</b>	<b>67,500</b>	<b>44,796</b>	<b>22,704</b>	<b>72,415</b>	<b>70,156</b>	<b>2,259</b>	<b>72,415</b>	-	-	-	-	<b>72,415</b>	
<b>4-Equipment and Vehicles</b>													
5-0319 - Radio Maintenance	3,500	3,291	209	3,500	3,840	(340)	3,500	-	8,013	-	-	11,513	
5-0402 - Vehicle & Equipment Mtce.	50,000	58,420	(8,420)	50,000	86,585	(36,585)	50,000	-	-	-	-	50,000	
5-0406 - Gps Communications	3,981	4,368	(387)	3,981	4,385	(404)	3,981	-	-	-	-	3,981	
5-0420 - Small Equipment	9,000	7,796	1,204	9,000	5,093	3,907	9,000	-	-	-	-	9,000	
<b>Total 4-Equipment and Vehicles</b>	<b>66,481</b>	<b>73,875</b>	<b>(7,394)</b>	<b>66,481</b>	<b>99,903</b>	<b>(33,422)</b>	<b>66,481</b>	-	<b>8,013</b>	-	-	<b>74,494</b>	
<b>4-Municipal Partnerships Expenses</b>													
5-1300 - Co-An Park Expenses	21,000	21,000	-	23,100	46,200	(23,100)	23,100	-	-	1,900	-	25,000	PAR-001
5-1310 - River Canard Community Centre Expens	5,000	5,000	-	5,000	-	5,000	5,000	-	-	-	-	5,000	
<b>Total 4-Municipal Partnerships Expenses</b>	<b>26,000</b>	<b>26,000</b>	<b>-</b>	<b>28,100</b>	<b>46,200</b>	<b>(18,100)</b>	<b>28,100</b>	-	-	<b>1,900</b>	-	<b>30,000</b>	
<b>4-Tree Maintenance</b>													
5-0650 - Tree Maintenance	54,500	50,760	3,740	54,500	50,191	4,309	54,500	-	-	-	-	54,500	
<b>Total 4-Tree Maintenance</b>	<b>54,500</b>	<b>50,760</b>	<b>3,740</b>	<b>54,500</b>	<b>50,191</b>	<b>4,309</b>	<b>54,500</b>	-	-	-	-	<b>54,500</b>	



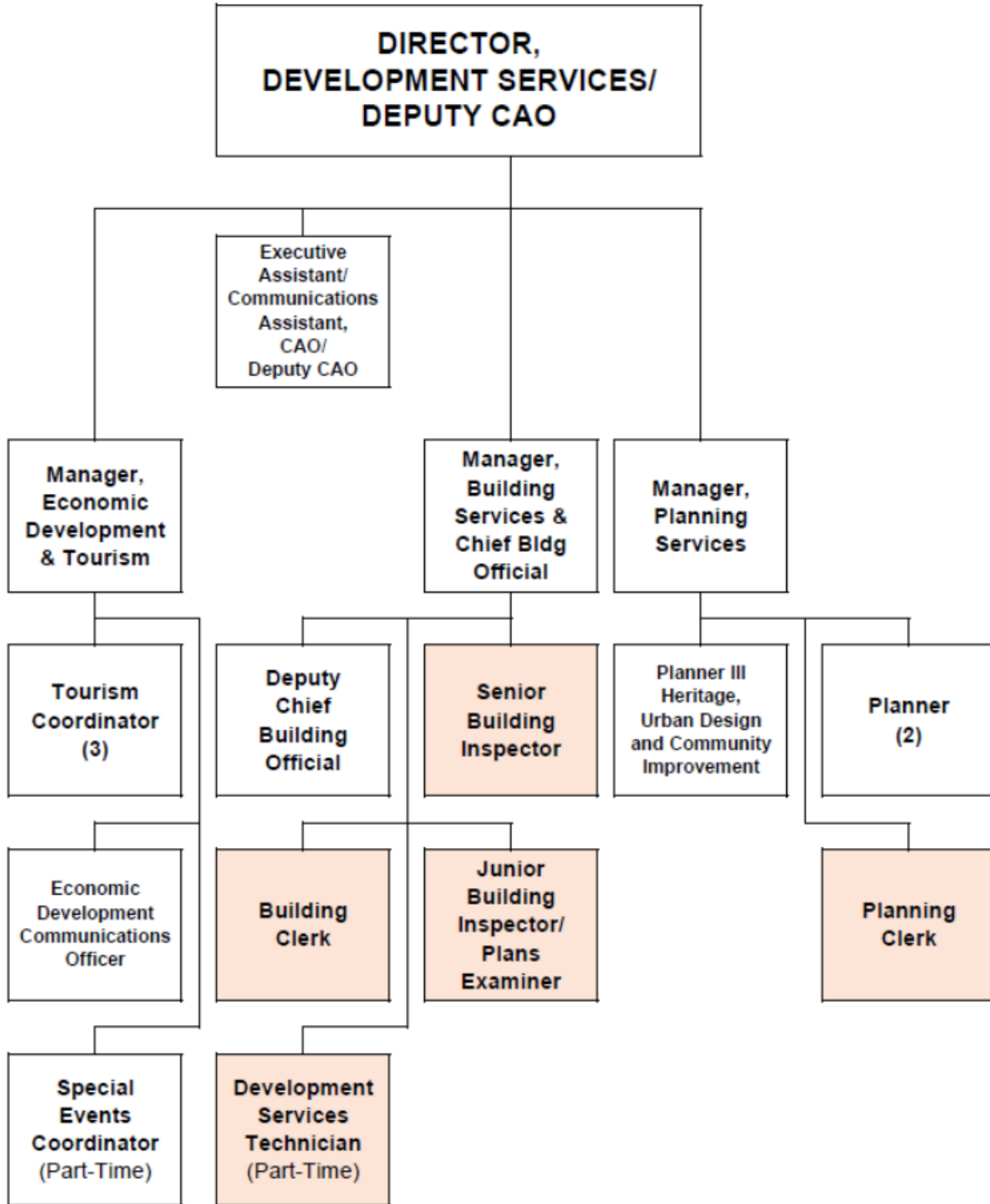
Town of Amherstburg	2023			2024			2025						
Budget Centre: PARKS 2025 Operating Budget	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>8-Transfers To</b>													
5-2001 - Transfer To Capital	-	14,647	(14,647)	-	-	-	-	-	-	-	-	-	-
5-2002 - Transfer To Reserve	15,000	18,012	(3,012)	20,000	12,302	7,698	20,000	-	-	-	-	20,000	-
<b>Total 8-Transfers To</b>	<b>15,000</b>	<b>32,660</b>	<b>(17,660)</b>	<b>20,000</b>	<b>12,302</b>	<b>7,698</b>	<b>20,000</b>	-	-	-	-	<b>20,000</b>	
<b>Total Expenses</b>	<b>1,383,478</b>	<b>1,299,273</b>	<b>84,204</b>	<b>1,439,023</b>	<b>1,448,942</b>	<b>(9,919)</b>	<b>1,439,023</b>	-	<b>46,372</b>	-	<b>6,677</b>	<b>1,492,072</b>	
<b>Net Operating Budget</b>	<b>1,377,978</b>	<b>1,264,467</b>	<b>113,511</b>	<b>1,423,523</b>	<b>1,423,523</b>	<b>(0)</b>	<b>1,423,523</b>	-	<b>46,372</b>	-	<b>6,677</b>	<b>1,476,572</b>	

Town of Amherstburg	2023			2024			2025						
Budget Centre: RECREATION 2025 Operating Budget	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>Revenues</b>													
<b>2-Grants</b>													
4-0626 - Prov. Grants - Other	-	11,496	(11,496)	-	40,967	(40,967)	-					-	
4-0705 - Essex Power Youth In Comm Fd	10,000	10,000	-	10,000	20,000	(10,000)	10,000					10,000	
<b>Total 2-Grants</b>	<b>10,000</b>	<b>21,496</b>	<b>(11,496)</b>	<b>10,000</b>	<b>60,967</b>	<b>(50,967)</b>	<b>10,000</b>	-	-	-	-	<b>10,000</b>	
<b>2-User Fees</b>													
4-1306 - Events - Revenue	10,000	14,859	(4,859)	10,000	6,532	3,468	10,000					10,000	
4-1307 - Events - Special	12,000	4,878	7,122	12,000	506	11,494	12,000					12,000	
4-1415 - Public Skating Program	10,000	5,846	4,154	10,000	5,000	5,000	10,000					10,000	
4-1430 - Advertising Revenue	25,000	24,400	600	25,000	36,350	(11,350)	25,000					25,000	
4-1444 - Pavilion Rentals	3,000	-	3,000	3,000	-	3,000	3,000					3,000	
4-1447 - Tennis Court Rentals	500	-	500	500	-	500	500					500	
4-1448 - Per Player Registrations	12,000	-	12,000	12,000	-	12,000	12,000					12,000	
4-1449 - Activity Guide Revenue	4,000	-	4,000	4,000	-	4,000	4,000					4,000	
4-1451 - Day Camp	35,000	91,198	(56,198)	35,000	17,131	17,869	35,000					35,000	
4-1462 - Pre-School Programming	13,000	8,662	4,338	13,000	9,362	3,638	13,000					13,000	
4-1463 - Youth Programming	27,500	25,122	2,378	29,372	25,884	3,488	29,372					29,372	
4-1464 - Adult Programming	21,000	12,281	8,719	21,000	23,203	(2,203)	21,000					21,000	
4-1465 - Drop In Programs	11,000	11,070	(70)	11,000	19,530	(8,530)	11,000					11,000	
<b>Total 2-User Fees</b>	<b>184,000</b>	<b>198,317</b>	<b>(14,317)</b>	<b>185,872</b>	<b>143,498</b>	<b>42,374</b>	<b>185,872</b>	-	-	-	-	<b>185,872</b>	
<b>5-Other Income</b>													
4-1407 - Vending Machine Sales	8,000	3,098	4,902	8,000	4,520	3,480	8,000					8,000	
<b>Total 5-Other Income</b>	<b>8,000</b>	<b>3,098</b>	<b>4,902</b>	<b>8,000</b>	<b>4,520</b>	<b>3,480</b>	<b>8,000</b>	-	-	-	-	<b>8,000</b>	
<b>8-Transfers From</b>													
4-3000 - Transfer From Reserves	-	15,959	(15,959)	26,779	-	26,779	-					-	
<b>Total 8-Transfers From</b>	<b>-</b>	<b>15,959</b>	<b>(15,959)</b>	<b>26,779</b>	<b>-</b>	<b>26,779</b>	<b>-</b>	-	-	-	-	<b>-</b>	
<b>Total Revenues</b>	<b>202,000</b>	<b>238,870</b>	<b>(36,870)</b>	<b>230,651</b>	<b>208,985</b>	<b>21,666</b>	<b>203,872</b>	-	-	-	-	<b>203,872</b>	
<b>Expenses</b>													
<b>1-Salaries and Wages</b>													
5-0101 - Salaries - Full Time	301,277	318,214	(16,937)	401,551	387,818	13,733	401,551		7,821			409,372	
5-0102 - Salaries - Overtime	2,500	822	1,678	2,500	1,786	714	2,500					2,500	
5-0109 - Salaries - Students	7,312	5,800	1,512	7,781	344	7,437	7,781		291		342	8,414	HR-001
5-0112 - Salaries - Part Time	82,811	175,111	(92,300)	119,523	112,970	6,553	98,033		9,383		23,629	131,045	HR-001, REC-001, FAC-002, FAC-005
<b>Total 1-Salaries and Wages</b>	<b>393,900</b>	<b>499,947</b>	<b>(106,047)</b>	<b>531,355</b>	<b>502,918</b>	<b>28,437</b>	<b>509,865</b>	-	<b>17,495</b>	-	<b>23,971</b>	<b>551,331</b>	
<b>1-Salaries and Wages-Benefits</b>													
5-0201 - Benefits - C.P.P.	23,684	20,602	3,082	22,903	26,922	(4,019)	22,903		(321)		943	23,525	HR-001, REC-001, FAC-005
5-0202 - Benefits - E.I.	8,261	8,780	(519)	8,518	10,517	(1,999)	8,518		912		606	10,036	REC-001
5-0203 - Benefits - Omers	44,949	30,570	14,379	44,249	41,758	2,491	44,249		1,512		2,238	47,999	REC-001
5-0204 - Benefits - E.H.T.	9,008	9,625	(617)	9,911	9,963	(52)	9,911		292		485	10,688	REC-001
5-0205 - Benefits - Greenshield	22,611	26,397	(3,786)	39,381	31,134	8,247	34,692		1,626			36,318	
5-0207 - Benefits - Life & Disability	20,483	16,102	4,381	25,366	18,834	6,532	25,366		(7,351)			18,015	
5-0208 - Benefits - W.S.I.B.	15,853	16,971	(1,118)	17,303	20,408	(3,105)	17,303				1,261	27,548	REC-001
5-0209 - Benefits - Post-Retirement Benefit Cont.	2,925	2,948	(23)	3,900	3,914	(14)	3,900		36			3,936	
<b>Total 1-Salaries and Wages-Benefits</b>	<b>147,774</b>	<b>131,995</b>	<b>15,779</b>	<b>171,531</b>	<b>163,452</b>	<b>8,079</b>	<b>166,842</b>	-	<b>5,690</b>	-	<b>5,533</b>	<b>178,065</b>	

Town of Amherstburg	2023			2024			2025						
Budget Centre: RECREATION 2025 Operating Budget	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>2-General Expenses</b>													
5-0252 - Uniforms	1,500	1,044	456	1,500	-	1,500	1,500					1,500	
5-0301 - Office Supplies	6,500	3,320	3,180	5,000	1,382	3,618	5,000					5,000	
5-0307 - Advertising	17,500	724	16,776	17,500	3,767	13,733	17,500					17,500	
5-0345 - Cell Phone Expense	1,640	2,058	(418)	2,600	3,158	(558)	2,000					2,000	
5-0349 - Marketing	20,000	2,848	17,152	20,000	9,916	10,084	20,000					20,000	
5-0350 - Memberships	3,000	1,857	1,143	3,000	1,506	1,494	3,000					3,000	
5-0351 - Training And Conferences	6,500	3,432	3,068	6,500	387	6,113	6,500					6,500	
5-0352 - Travel & Mileage			-	500	-	500	500					500	
5-0743 - Signage Maintenance			-	2,000	-	2,000	2,000					2,000	
5-0384 - Canteen Purchases	500	-	500	-	-	-	-					-	
5-0771 - Special Projects	8,000	6,988	1,012	8,000	8,027	(27)	8,000			1,620		9,620	REC-002
5-0773 - Swim Program	20,000	16,396	3,604	20,000	1,310	18,690	20,000					20,000	
5-0776 - Essex Power Youth In Comm Fd Expens	10,000	6,082	3,918	10,000	8,329	1,671	10,000					10,000	
5-0780 - Recreation Winter Programs	-	2,901	(2,901)	-	9,422	(9,422)	-			5,000		5,000	REC-002
5-0781 - Recreation Spring Programs	-	3,754	(3,754)	-	9,734	(9,734)	-			5,000		5,000	REC-002
5-0782 - Recreation Summer Programs	-	200	(200)	-	(1,220)	1,220	-			1,000		1,000	REC-002
5-0783 - Recreation Fall Programs	-	5,205	(5,205)	-	-	-	-			5,000		5,000	REC-002
5-0784 - Recreation Camps	-	9,141	(9,141)	-	4,299	(4,299)	-			8,000		8,000	REC-002
5-0785 - Recreation Birthday Parties	-	1,494	(1,494)	-	-	-	-			1,750		1,750	REC-002
<b>Total 2-General Expenses</b>	<b>95,140</b>	<b>67,444</b>	<b>27,696</b>	<b>96,600</b>	<b>60,017</b>	<b>36,583</b>	<b>96,000</b>	-	-	-	<b>27,370</b>	<b>123,370</b>	
<b>4-Contracted Services</b>													
5-0336 - Contracted Services	-	2,495	(2,495)	-	-	-	-					-	
<b>Total 4-Contracted Services</b>	<b>-</b>	<b>2,495</b>	<b>(2,495)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	-	-	-	-	-	
<b>4-Equipment and Vehicles</b>													
5-0420 - Small Equipment	29,750	1,805	27,945	29,750	17,524	12,226	29,750				(25,750)	4,000	REC-002
<b>Total 4-Equipment and Vehicles</b>	<b>29,750</b>	<b>1,805</b>	<b>27,945</b>	<b>29,750</b>	<b>17,524</b>	<b>12,226</b>	<b>29,750</b>	-	-	-	<b>(25,750)</b>	<b>4,000</b>	
<b>4-Traffic Signal and Sign Maintenance</b>													
5-0740 - Traffic Signal Maintenance	2,000	-	2,000	-	-	-	-					-	
<b>Total 4-Traffic Signal and Sign Maintenance</b>	<b>2,000</b>	<b>-</b>	<b>2,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	-	-	-	-	-	
<b>4-Grants &amp; Waivers Expense</b>													
5-0353 - Grant Expense	-	-	-	-	43,659	(43,659)	-					-	
<b>Total 4-Grants &amp; Waivers Expense</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>43,659</b>	<b>(43,659)</b>	<b>-</b>	-	-	-	-	-	
<b>8-Transfers To</b>													
5-2002 - Transfer To Reserve	-	21,496	(21,496)	-	20,000	(20,000)	-					-	
<b>Total 8-Transfers To</b>	<b>-</b>	<b>21,496</b>	<b>(21,496)</b>	<b>-</b>	<b>20,000</b>	<b>(20,000)</b>	<b>-</b>	-	-	-	-	-	
<b>Total Expenses</b>	<b>668,564</b>	<b>725,182</b>	<b>(56,618)</b>	<b>829,236</b>	<b>807,570</b>	<b>21,666</b>	<b>802,457</b>	-	<b>23,185</b>	-	<b>31,124</b>	<b>856,766</b>	
<b>Net Operating Budget</b>	<b>466,564</b>	<b>486,312</b>	<b>(19,749)</b>	<b>598,585</b>	<b>598,585</b>	<b>(0)</b>	<b>598,585</b>	-	<b>23,185</b>	-	<b>31,124</b>	<b>652,894</b>	



### Department Overview





## Department Description

The Amherstburg Planning Division provides information and advice to Council, the general public and the development industry with respect to land use planning including the Town's Official Plan and Zoning By-law. Planning staff also provides administrative and technical support for the Amherstburg Committee of Adjustment.

Planning documents including Zoning By-law 1999-52, as amended, and the Town of Amherstburg Official Plan should be reviewed including applicable mapping, policies and permitted uses.

## Economic Development

The Economic Development divisions provides services for:

- Creation and implementation of Business Retention and Expansion Program;
- Business attraction for industrial investment, including Foreign Direct Investment;
- Investment attraction for municipal assets and investments;
- Corporate communication;
- Management and gathering of key stats and data for investment information;
- Community Improvement Plans for investment attraction

## Planning Division

The Planning Division provides processing of applications for the following:

- Consents (Land Severances)
- Minor Variances
- Official Plan Amendments
- Part Lot Control Exemptions
- Site Plan Control
- Subdivision and Condominium Agreements
- Zoning By-law Amendments and Holding Zone Removal
- Heritage planning and preservation



**Building Division**

The Building Division is responsible for the delivery of services in the following areas:

- Building Permits
- Demolition Permits
- Plumbing Permits
- Pool Permits
- Septic/Sewer Permit
- Sign Permits
- Inspection of Permits
- Property Standards Complaints
- Administrating the Ontario Heritage Act
- Building Code Inquiries

**Tourism and Culture Division:**

- The Tourism and Culture Division is proud to promote over 133 events within the Town of Amherstburg and is the one of the biggest economic and cultural drivers making Amherstburg a tourist destination. They promote and maintain all websites and social media including VisitAmherstburg.ca website, Twitter, Facebook Instagram and the team plans and facilities over 40 events Town wide annually. Amherstburg is known for events such as Open Air, Uncommon Festival, Canada Day, Santa Clause Parade and our famous River Lights program.

**Budgeted Staffing Resources- Development Services**

<b>Permanent FTE's</b>	<b>2023</b>	<b>2024</b>	<b>2025 Proposed</b>
Full Time	16.00	16.00	16.00
Part Time	2.14	2.11	2.11
<b>Total FTE</b>	<b>18.14</b>	<b>18.11</b>	<b>18.11</b>
<b>Net Change</b>			<b>0.00</b>

**2024 Staffing Complement includes:**

*Full Time*

- 1.00 Director of Development Services / Deputy CAO
- 1.00 Economic Development Communications Officer
- 1.00 Chief Building Official & Manager, Building Services
- 1.00 Manager, Planning Services
- 1.00 Manager, Economic Development & Tourism
- 1.00 Deputy Chief Building Official



- 1.00 Senior Inspector/Plans Examiner
- 1.00 Building Inspector/ Plans Examiner
- 3.00 Planners
- 2.00 Building and Planning Clerks
- 3.00 Tourism Coordinators

*Part Time*

- 0.82 Development Services Support
- 0.40 Special Events Coordinator
- 0.89 Tourism Students

**\*Proposed 2025 Staff Complement Changes:**  
*None*

Town of Amherstburg Budget Centre: BUILDING 2025 Operating Budget	2023			2024			2025						
	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>Revenues</b>													
<b>2-User Fees</b>													
4-1045 - Indemnity Deposit Admin Fee	28,000	14,297	13,703	28,000	16,590	11,410	28,000					28,000	
4-2115 - Building Permits	932,000	730,424	201,576	808,900	560,356	248,544	932,000			(123,100)		808,900	BUI-001
4-2135 - Building Letters	5,100	2,979	2,121	5,100	2,492	2,608	5,100					5,100	
<b>Total 2-User Fees</b>	<b>965,100</b>	<b>747,700</b>	<b>217,400</b>	<b>842,000</b>	<b>579,438</b>	<b>262,562</b>	<b>965,100</b>	-	-	-	(123,100)	<b>842,000</b>	
<b>8-Transfers From</b>													
4-3000 - Transfer From Reserves	-	62,314	(62,314)	65,632	261,544	(195,912)	-				82,727	82,727	
<b>Total 8-Transfers From</b>	<b>-</b>	<b>62,314</b>	<b>(62,314)</b>	<b>65,632</b>	<b>261,544</b>	<b>(195,912)</b>	<b>-</b>	-	-	-	<b>82,727</b>	<b>82,727</b>	
<b>Total Revenues</b>	<b>965,100</b>	<b>810,013</b>	<b>155,087</b>	<b>907,632</b>	<b>840,982</b>	<b>66,650</b>	<b>965,100</b>	-	-	-	<b>(40,373)</b>	<b>924,727</b>	
<b>Expenses</b>													
<b>1-Salaries and Wages</b>													
5-0101 - Salaries - Full Time	516,882	393,461	123,420	485,553	442,898	42,655	485,553			13,864		499,417	
5-0102 - Salaries - Overtime	1,000	-	1,000	1,000	-	1,000	1,000			-		1,000	
5-0107 - Salaries - Temporary Personnel	-	42,039	(42,039)	-	-	-	-			-		-	
5-0112 - Salaries - Part Time	26,411	10,930	15,481	29,730	23,918	5,812	29,730			592		30,322	
<b>Total 1-Salaries and Wages</b>	<b>544,293</b>	<b>446,431</b>	<b>97,862</b>	<b>516,283</b>	<b>466,815</b>	<b>49,468</b>	<b>516,283</b>	-	<b>14,456</b>	-	-	<b>530,739</b>	
<b>1-Salaries and Wages-Benefits</b>													
5-0201 - Benefits - C.P.P.	22,221	17,320	4,901	22,013	24,461	(2,448)	22,013			913		22,926	
5-0202 - Benefits - E.I.	6,782	5,605	1,178	6,707	8,264	(1,557)	6,707			688		7,395	
5-0203 - Benefits - Omers	58,493	48,008	10,485	54,959	50,000	4,959	54,959			1,648		56,607	
5-0204 - Benefits - E.H.T.	10,930	8,745	2,185	10,068	9,500	568	10,068			262		10,330	
5-0205 - Benefits - Greenshield	34,490	17,557	16,933	37,885	37,000	885	37,885			(1,567)		36,318	
5-0207 - Benefits - Life & Disability	32,358	19,710	12,648	31,245	25,000	6,245	31,245			(9,233)		22,012	
5-0208 - Benefits - W.S.I.B.	18,062	14,305	3,757	16,491	16,994	(503)	16,491			8,893		25,384	
5-0209 - Benefits - Post-Retirement Benefit Cont.	4,387	2,925	1,462	3,900	2,925	975	3,900			36		3,936	
<b>Total 1-Salaries and Wages-Benefits</b>	<b>187,723</b>	<b>134,174</b>	<b>53,548</b>	<b>183,268</b>	<b>174,144</b>	<b>9,124</b>	<b>183,268</b>	-	<b>1,639</b>	-	-	<b>184,907</b>	
<b>1-Salaries and Wages-Retiree Benefits</b>													
5-0206 - Benefits - Greenshield Retirees	25,000	19,632	5,368	28,844	26,037	2,807	28,844					28,844	
<b>Total 1-Salaries and Wages-Retiree Benefits</b>	<b>25,000</b>	<b>19,632</b>	<b>5,368</b>	<b>28,844</b>	<b>26,037</b>	<b>2,807</b>	<b>28,844</b>	-	-	-	-	<b>28,844</b>	
<b>2-General Expenses</b>													
5-0252 - Uniforms	3,000	1,624	1,376	3,000	2,340	660	3,000					4,000	BUI-002
5-0301 - Office Supplies	4,000	3,241	759	5,500	5,500	-	5,500			1,000		5,500	
5-0310 - Computer Maintenance	-	51,931	(51,931)	-	-	-	-					-	
5-0345 - Cell Phone Expense	2,220	3,293	(1,073)	2,220	1,890	330	2,220					2,220	
5-0350 - Memberships	3,072	4,695	(1,623)	3,072	3,000	72	3,072					3,072	
5-0351 - Training And Conferences	9,000	7,247	1,753	12,700	12,916	(216)	12,700					12,700	
5-0352 - Travel & Mileage	500	82	418	500	346	154	500					500	
<b>Total 2-General Expenses</b>	<b>21,792</b>	<b>72,113</b>	<b>(50,321)</b>	<b>26,992</b>	<b>25,992</b>	<b>1,000</b>	<b>26,992</b>	-	-	-	<b>1,000</b>	<b>27,992</b>	
<b>2-Professional and Consulting Fees</b>													
5-0327 - Professional Fees	4,000	413	3,587	3,250	3,250	-	3,250					3,250	
<b>Total 2-Professional and Consulting Fees</b>	<b>4,000</b>	<b>413</b>	<b>3,587</b>	<b>3,250</b>	<b>3,250</b>	<b>-</b>	<b>3,250</b>	-	-	-	-	<b>3,250</b>	
<b>4-Contracted Services</b>													
5-0336 - Contracted Services	5,125	254	4,871	4,375	-	4,375	4,375					4,375	
<b>Total 4-Contracted Services</b>	<b>5,125</b>	<b>254</b>	<b>4,871</b>	<b>4,375</b>	<b>-</b>	<b>4,375</b>	<b>4,375</b>	-	-	-	-	<b>4,375</b>	
<b>4-Equipment and Vehicles</b>													
5-0401 - Gasoline	8,050	74	7,976	8,050	8,000	50	8,050					8,050	
5-0402 - Vehicle & Equipment Mtce.	1,000	1,271	(271)	1,000	995	5	1,000					1,000	
5-0406 - Gps Communications	796	877	(81)	796	974	(178)	796					796	
<b>Total 4-Equipment and Vehicles</b>	<b>9,846</b>	<b>2,222</b>	<b>7,624</b>	<b>9,846</b>	<b>9,970</b>	<b>(124)</b>	<b>9,846</b>	-	-	-	-	<b>9,846</b>	
<b>8-Cost Allocations</b>													
5-0130 - Cost Allocation-Overhead	134,774	134,774	-	134,774	134,774	-	134,774					134,774	
<b>Total 8-Cost Allocations</b>	<b>134,774</b>	<b>134,774</b>	<b>-</b>	<b>134,774</b>	<b>134,774</b>	<b>-</b>	<b>134,774</b>	-	-	-	-	<b>134,774</b>	
<b>8-Transfers To</b>													
5-2002 - Transfer To Reserve	32,548	-	32,548	-	-	-	57,468			(16,095)		(41,373)	(0)
<b>Total 8-Transfers To</b>	<b>32,548</b>	<b>-</b>	<b>32,548</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>57,468</b>	-	<b>(16,095)</b>	-	<b>(41,373)</b>	<b>(0)</b>	
<b>Total Expenses</b>	<b>965,100</b>	<b>810,013</b>	<b>155,087</b>	<b>907,632</b>	<b>840,983</b>	<b>66,649</b>	<b>965,100</b>	-	-	-	<b>(40,373)</b>	<b>924,727</b>	
<b>Net Operating Budget</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>0</b>	-	<b>(0)</b>	-	-	<b>-</b>	



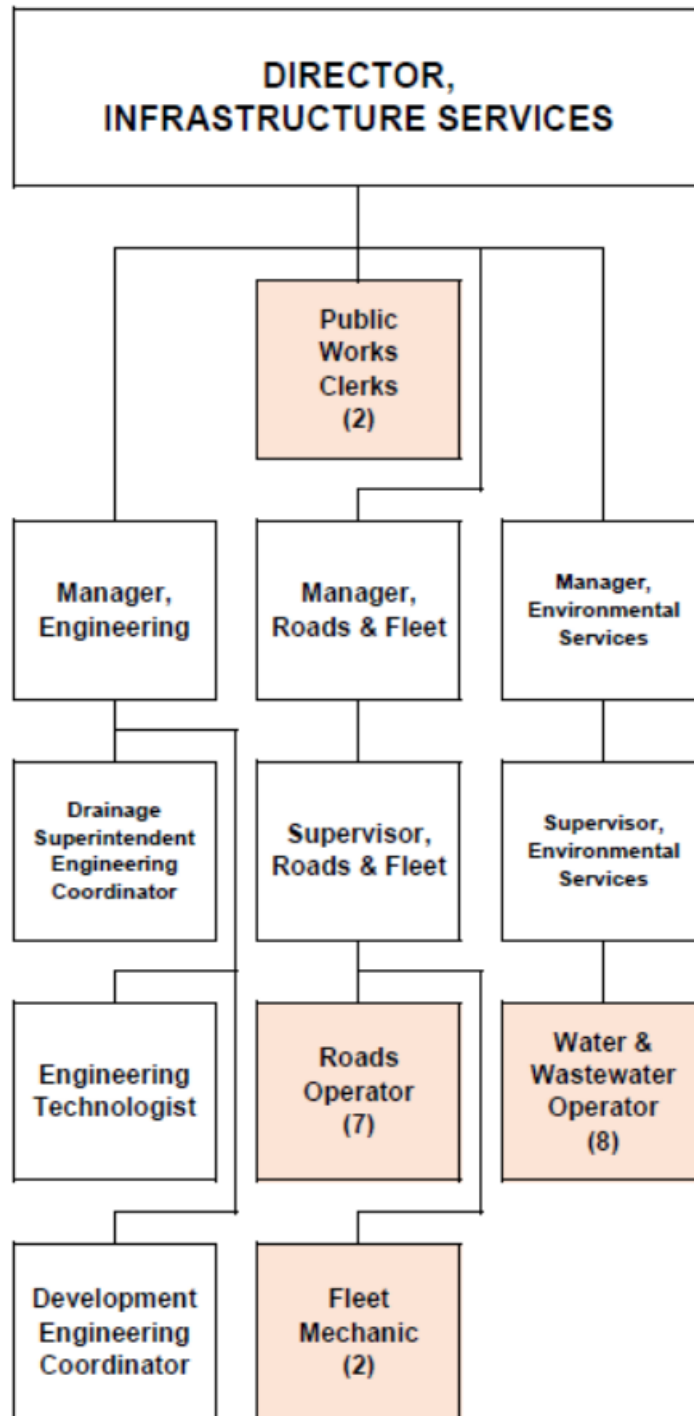
Town of Amherstburg	2023			2024			2025						
Budget Centre: PLANNING 2025 Operating Budget	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>Revenues</b>													
<b>2-User Fees</b>													
4-1905 - Consent & Minor Variance	104,033	66,038	37,995	104,033	85,784	18,249	104,033					104,033	
4-1910 - Administrative Fees	171,933	103,436	68,497	176,140	143,020	33,120	176,140					176,140	
<b>Total 2-User Fees</b>	<b>275,966</b>	<b>169,474</b>	<b>106,492</b>	<b>280,173</b>	<b>228,804</b>	<b>51,369</b>	<b>280,173</b>	-	-	-	-	<b>280,173</b>	
<b>8-Transfers From</b>													
4-3000 - Transfer From Reserves	-	149,941	(149,941)	50,000	-	50,000	-					-	
4-3002 - Transfer From Cip Reserve	100,000	-	100,000	-	-	-	-					-	
<b>Total 8-Transfers From</b>	<b>100,000</b>	<b>149,941</b>	<b>(49,941)</b>	<b>50,000</b>	<b>-</b>	<b>50,000</b>	<b>-</b>	-	-	-	-	<b>-</b>	
<b>Total Revenues</b>	<b>375,966</b>	<b>319,415</b>	<b>56,551</b>	<b>330,173</b>	<b>228,804</b>	<b>101,369</b>	<b>280,173</b>	-	-	-	-	<b>280,173</b>	
<b>Expenses</b>													
<b>1-Salaries and Wages</b>													
5-0101 - Salaries - Full Time	476,846	471,051	5,795	483,591	474,197	9,394	483,591		27,795			511,386	
5-0102 - Salaries - Overtime	1,000	3,652	(2,652)	1,000	-	1,000	1,000			4,000		5,000	PLA-001
5-0112 - Salaries - Part Time	11,319	9,410	1,909	12,741	10,250	2,491	12,741		254			12,995	
<b>Total 1-Salaries and Wages</b>	<b>489,165</b>	<b>484,113</b>	<b>5,052</b>	<b>497,332</b>	<b>484,448</b>	<b>12,884</b>	<b>497,332</b>	-	<b>28,049</b>	-	<b>4,000</b>	<b>529,381</b>	
<b>1-Salaries and Wages-Benefits</b>													
5-0201 - Benefits - C.P.P.	19,447	18,772	675	21,002	27,863	(6,861)	21,002		686			21,688	
5-0202 - Benefits - E.I.	5,988	6,033	(45)	6,529	9,362	(2,833)	6,529		376			6,905	
5-0203 - Benefits - Omers	53,008	49,816	3,192	53,347	51,334	2,013	53,347		3,736			57,083	
5-0204 - Benefits - E.H.T.	9,539	9,565	(27)	9,698	9,421	277	9,698		527			10,225	
5-0205 - Benefits - Greenshield	31,397	26,803	4,594	37,319	34,374	2,945	37,319		(1,876)			35,443	
5-0207 - Benefits - Life & Disability	30,901	23,264	7,637	30,950	22,716	8,234	30,950		(7,518)			23,432	
5-0208 - Benefits - W.S.I.B.	16,005	16,019	(14)	16,280	19,317	(3,037)	16,280		8,832			25,112	
5-0209 - Benefits - Post-Retirement Benefit Cont.	2,925	3,641	(716)	3,900	3,900	-	3,900		36			3,936	
<b>Total 1-Salaries and Wages-Benefits</b>	<b>169,210</b>	<b>153,913</b>	<b>15,297</b>	<b>179,025</b>	<b>178,288</b>	<b>737</b>	<b>179,025</b>	-	<b>4,799</b>	-	-	<b>183,824</b>	
<b>1-Salaries and Wages-Retiree Benefits</b>													
5-0206 - Benefits - Greenshield Retirees	-	13,773	(13,773)	-	-	-	-		-			-	
<b>Total 1-Salaries and Wages-Retiree Benefits</b>	<b>-</b>	<b>13,773</b>	<b>(13,773)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	-	-	-	-	<b>-</b>	
<b>2-General Expenses</b>													
5-0301 - Office Supplies	2,500	2,229	271	2,500	3,981	(1,481)	2,500					2,500	
5-0307 - Advertising	-	453	(453)	-	753	(753)	-					-	
5-0310 - Computer Maintenance	-	-	-	-	-	-	-		12,110			12,110	
5-0342 - Meeting Expenses	900	538	362	900	1,042	(142)	900					900	
5-0345 - Cell Phone Expense	2,200	1,227	973	2,200	564	1,636	2,200			(600)		1,600	IT-001
5-0350 - Memberships	9,448	5,215	4,233	9,448	630	8,818	9,448					9,448	
5-0351 - Training And Conferences	13,500	3,776	9,724	13,500	13,327	173	13,500			(4,000)		9,500	PLA-001
5-0352 - Travel & Mileage	1,000	933	67	1,000	1,708	(708)	1,000					1,000	
<b>Total 2-General Expenses</b>	<b>29,548</b>	<b>14,370</b>	<b>15,178</b>	<b>29,548</b>	<b>22,006</b>	<b>7,542</b>	<b>29,548</b>	-	<b>12,110</b>	-	<b>(4,600)</b>	<b>37,058</b>	
<b>2-Professional and Consulting Fees</b>													
5-0325 - Legal Fees	-	-	-	100,000	42,754	57,246	50,000					50,000	
5-0327 - Professional Fees	35,000	75,540	(40,540)	35,000	10,677	24,323	35,000					35,000	
5-0367 - Global Legal Fees	-	-	-	-	-	-	-					-	
<b>Total 2-Professional and Consulting Fees</b>	<b>35,000</b>	<b>75,540</b>	<b>(40,540)</b>	<b>135,000</b>	<b>53,431</b>	<b>81,569</b>	<b>85,000</b>	-	-	-	-	<b>85,000</b>	
<b>8-Transfers To</b>													
5-2002 - Transfer To Reserve	25,000	150,000	(125,000)	40,000	65,000	(25,000)	40,000					40,000	
5-2014 - Transfer To Cip Reserve	100,000	-	100,000	-	-	-	-					-	
5-2023 - Transfer To Reserves-Litigation	25,000	-	25,000	25,000	-	25,000	25,000					25,000	
<b>Total 8-Transfers To</b>	<b>150,000</b>	<b>150,000</b>	<b>-</b>	<b>65,000</b>	<b>65,000</b>	<b>-</b>	<b>65,000</b>	-	-	-	-	<b>65,000</b>	
<b>Total Expenses</b>	<b>872,923</b>	<b>891,708</b>	<b>(18,786)</b>	<b>905,905</b>	<b>803,172</b>	<b>102,733</b>	<b>855,905</b>	-	<b>44,958</b>	-	<b>(600)</b>	<b>900,263</b>	
<b>Net Operating Budget</b>	<b>496,957</b>	<b>572,294</b>	<b>(75,337)</b>	<b>575,732</b>	<b>574,369</b>	<b>1,363</b>	<b>575,732</b>	-	<b>44,958</b>	-	<b>(600)</b>	<b>620,090</b>	

Town of Amherstburg Budget Centre: ECONOMIC DEVELOPMENT & TOURISM 2025 Operating Budget	2023			2024			2025						
	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>Revenues</b>													
<b>2-Grants</b>													
4-0625 - Provincial Grants	45,000	174,053	(129,053)	106,656	174,264	(67,608)	45,000	-	-	-	-	45,000	
<b>Total 2-Grants</b>	<b>45,000</b>	<b>174,053</b>	<b>(129,053)</b>	<b>106,656</b>	<b>174,264</b>	<b>(67,608)</b>	<b>45,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>45,000</b>	
<b>2-User Fees</b>													
4-1300 - Electric Vehicle Charging Fee	-	1,430	(1,430)	-	896	(896)	-	-	5,300	-	-	5,300	
4-1307 - Events - Special	35,000	23,639	11,361	35,000	35,534	(534)	35,000	-	-	-	-	35,000	
4-1440 - Sign Revenue	-	-	-	-	-	-	-	-	-	-	20,000	20,000	EDV-001
4-1840 - Retail Sales	10,000	7,362	2,638	10,000	1,120	8,880	10,000	-	-	-	-	10,000	
<b>Total 2-User Fees</b>	<b>45,000</b>	<b>32,431</b>	<b>12,569</b>	<b>45,000</b>	<b>37,550</b>	<b>7,450</b>	<b>45,000</b>	<b>-</b>	<b>5,300</b>	<b>-</b>	<b>20,000</b>	<b>70,300</b>	
<b>5-Other Income</b>													
4-6500 - Sale Of Equipment	-	-	-	-	12,160	(12,160)	-	-	-	-	-	-	
<b>Total 5-Other Income</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,160</b>	<b>(12,160)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>8-Transfers From</b>													
4-3000 - Transfer From Reserves	80,000	25,255	54,745	55,680	35,680	20,000	-	-	-	-	-	-	
<b>Total 8-Transfers From</b>	<b>80,000</b>	<b>25,255</b>	<b>54,745</b>	<b>55,680</b>	<b>35,680</b>	<b>20,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Revenues</b>	<b>170,000</b>	<b>231,739</b>	<b>(61,739)</b>	<b>207,336</b>	<b>259,654</b>	<b>(52,318)</b>	<b>90,000</b>	<b>-</b>	<b>5,300</b>	<b>-</b>	<b>20,000</b>	<b>115,300</b>	
<b>Expenses</b>													
<b>1-Salaries and Wages</b>													
5-0101 - Salaries - Full Time	598,427	570,665	27,762	627,927	656,386	(28,459)	627,927	-	24,853	-	-	652,780	
5-0102 - Salaries - Overtime	-	9,370	(9,370)	-	-	-	-	-	-	-	-	-	
5-0104 - Salaries - Cr. Re: W.S.I.B	-	-	-	-	(3,666)	3,666	-	-	-	-	-	-	
5-0105 - Salaries - Cr. Re: S.T.D.	-	(1,171)	1,171	-	-	-	-	-	-	-	-	-	
5-0107 - Salaries - Temporary Personnel	-	46,759	(46,759)	70,422	9,736	60,686	20,000	-	(20,000)	-	-	-	
5-0109 - Salaries - Students	54,485	38,959	15,526	38,291	40,000	(1,709)	38,291	-	1,042	-	1,667	41,000	HR-001
5-0112 - Salaries - Part Time	-	218	(218)	-	-	-	-	-	20,792	-	-	20,792	
<b>Total 1-Salaries and Wages</b>	<b>652,912</b>	<b>664,800</b>	<b>(11,888)</b>	<b>736,640</b>	<b>702,456</b>	<b>34,184</b>	<b>686,218</b>	<b>-</b>	<b>26,687</b>	<b>-</b>	<b>1,667</b>	<b>714,572</b>	
<b>1-Salaries and Wages-Benefits</b>													
5-0201 - Benefits - C.P.P.	25,768	24,185	1,583	26,345	31,683	(5,338)	26,345	-	2,150	-	167	28,662	
5-0202 - Benefits - E.I.	7,758	8,264	(506)	8,580	10,937	(2,357)	8,580	-	872	-	-	9,452	
5-0203 - Benefits - Omers	71,103	63,887	7,217	82,076	79,187	2,889	70,842	-	3,188	-	-	74,030	
5-0204 - Benefits - E.H.T.	12,690	12,907	(216)	13,382	12,184	1,198	13,382	-	520	-	-	13,902	
5-0205 - Benefits - Greenshield	37,936	27,460	10,476	39,914	33,654	6,260	39,914	-	2,093	-	-	42,007	
5-0207 - Benefits - Life & Disability	38,880	26,071	12,808	40,547	25,944	14,603	40,547	-	(10,258)	-	-	30,289	
5-0208 - Benefits - W.S.I.B.	20,073	19,627	446	20,539	25,012	(4,473)	20,539	-	10,738	-	-	31,277	
5-0209 - Benefits - Post-Retirement Benefit Cont.	3,900	3,333	567	3,900	4,811	(911)	3,900	-	1,020	-	-	4,920	
<b>Total 1-Salaries and Wages-Benefits</b>	<b>218,109</b>	<b>185,734</b>	<b>32,375</b>	<b>235,283</b>	<b>223,411</b>	<b>11,872</b>	<b>224,049</b>	<b>-</b>	<b>10,323</b>	<b>-</b>	<b>167</b>	<b>234,539</b>	
<b>2-General Expenses</b>													
5-0160 - Clothing Allowance	-	-	-	-	-	-	-	-	-	-	-	-	
5-0252 - Uniforms	1,000	1,129	(129)	1,000	1,003	(3)	1,000	-	-	-	-	1,000	
5-0301 - Office Supplies	4,500	4,270	230	5,500	12,281	(6,781)	5,500	-	-	-	1,500	7,000	EDV-001
5-0307 - Advertising	30,000	29,962	38	35,000	35,685	(685)	35,000	-	-	-	1,000	36,000	EDV-001
5-0341 - Community Events	190,000	235,347	(45,347)	180,000	120,605	59,395	160,000	-	-	-	-	160,000	
5-0342 - Meeting Expenses	100	582	(482)	100	692	(592)	100	-	-	-	2,000	2,100	EDV-001
5-0345 - Cell Phone Expense	3,944	4,437	(493)	3,944	2,418	1,526	3,944	-	-	-	(600)	3,344	IT-001
5-0350 - Memberships	3,500	300	3,200	3,500	964	2,536	3,500	-	1,200	-	1,000	5,700	EDV-001
5-0351 - Training And Conferences	5,750	3,750	2,000	8,750	12,417	(3,667)	8,750	-	-	-	2,000	10,750	EDV-001
5-0352 - Travel & Mileage	1,500	6,074	(4,574)	1,500	2,705	(1,205)	1,500	-	-	-	-	1,500	
5-0355 - Printed Material/Promotional Products	10,000	13,683	(3,683)	10,000	16,216	(6,216)	10,000	-	-	-	-	10,000	
5-0360 - Miscellaneous	5,900	1,000	4,900	5,900	11,712	(5,812)	5,900	-	-	-	-	5,900	
5-0503 - Bank Charges	500	451	49	500	449	51	500	-	-	-	-	500	
<b>Total 2-General Expenses</b>	<b>256,694</b>	<b>300,983</b>	<b>(44,289)</b>	<b>255,694</b>	<b>217,147</b>	<b>38,547</b>	<b>235,694</b>	<b>-</b>	<b>1,200</b>	<b>-</b>	<b>6,900</b>	<b>243,794</b>	

Town of Amherstburg Budget Centre: ECONOMIC DEVELOPMENT & TOURISM	2023			2024			2025						
	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>2025 Operating Budget</b>													
<b>2-Professional and Consulting Fees</b>													
5-0325 - Legal Fees	-	-	-	-	-	-	-	-	-	-	-	-	
5-0327 - Professional Fees	-	-	-	-	-	-	-	-	-	-	2,000	2,000	EDV-001
<b>Total 2-Professional and Consulting Fees</b>	-	-	-	-	-	-	-	-	-	-	2,000	2,000	
<b>4-Contracted Services</b>													
5-0336 - Contracted Services	-	8,405	(8,405)	-	-	-	-	-	-	-	-	-	
<b>Total 4-Contracted Services</b>	-	8,405	(8,405)	-	-	-	-	-	-	-	-	-	
<b>4-Equipment and Vehicles</b>													
5-0420 - Small Equipment	-	16,090	(16,090)	35,680	23,682	11,998	-	-	-	-	-	-	
<b>Total 4-Equipment and Vehicles</b>	-	16,090	(16,090)	35,680	23,682	11,998	-	-	-	-	-	-	
<b>4-Utilities</b>													
5-0316 - Utilities	-	423	(423)	-	558	(558)	-	-	-	-	-	-	
<b>Total 4-Utilities</b>	-	423	(423)	-	558	(558)	-	-	-	-	-	-	
<b>8-Debt Charges</b>													
5-2005 - Debt Charges - Principal	4,149	4,149	-	4,149	4,269	(120)	4,149	-	(4,149)	-	-	(0)	
5-2006 - Debt Charges - Interest	213	163	50	213	92	120	213	-	(212)	-	-	0	
<b>Total 8-Debt Charges</b>	4,361	4,311	50	4,361	4,361	0	4,361	-	(4,361)	-	-	(0)	
<b>8-Transfers To</b>													
5-2001 - Transfer To Capital	-	97,474	(97,474)	-	-	-	-	-	-	-	-	-	
5-2002 - Transfer To Reserve	-	46,169	(46,169)	5,300	155,304	(150,004)	5,300	-	-	-	-	5,300	
<b>Total 8-Transfers To</b>	-	143,643	(143,643)	5,300	155,304	(150,004)	5,300	-	-	-	-	5,300	
<b>Total Expenses</b>	1,132,076	1,324,390	(192,314)	1,272,958	1,326,920	(53,962)	1,155,622	-	33,848	-	10,734	1,200,205	
<b>Net Operating Budget</b>	962,076	1,092,651	(130,575)	1,065,622	1,067,265	(1,643)	1,065,622	-	28,548	-	(9,266)	1,084,905	



### Department Overview





## Department Description

The Engineering and Infrastructure Services Department is responsible for the construction, operation and maintenance of the Town's public works infrastructure, including water, sanitary and storm sewers, municipal drains and roads.

- Roads - Roads and Sidewalks, Winter Maintenance, Road Closures, Garbage and Recycle
- Environmental Services - Water and Wastewater
- Engineering and Operations – Infrastructure and Drainage

Included in these services, the Engineering and Public Works Department is responsible for:

- Provision of safe drinking water
- Road maintenance and patching
- Gravel resurfacing
- Grading and dust control
- Street cleaning
- Road closings
- Catch basin maintenance/ repairs
- Removal of dead animals
- Boulevard maintenance
- Sidewalk maintenance
- Weed spraying
- Tree planting and trimming/removal on road allowances
- Sign maintenance / replacement
- Fleet management
- Drainage



**Budgeted Staffing Resources- Engineering and Infrastructure Services**

<b>Permanent FTE's</b>	<b>2023</b>	<b>2024</b>	<b>2025 Proposed</b>
Full Time	27.00	28.00	28.00
Part Time	2.76	2.76	2.76
<b>Total FTE</b>	<b>29.76</b>	<b>30.76</b>	<b>30.76</b>
<b>Net Change</b>			<b>0.00</b>

**2024 Staffing Complement includes:**

*Full Time*

- 1.00 Director, Infrastructure Services
- 1.00 Manager, Engineering,
- 1.00 Manager, Roads & Fleet
- 1.00 Manager, Environmental Services
- 2.00 Public Works Clerk
- 1.00 Supervisor, Roads & Fleet
- 1.00 Supervisor, Environmental Services
- 1.00 Drainage Superintendent
- 1.00 Development Engineering Coordinator
- 1.00 Engineering Technologist
- 8.00 Water & Wastewater Operators
- 7.00 Roads Operators
- 2.00 Mechanic

*Part Time*

- 1.96 Infrastructure Students (6 positions)
- 0.14 Arborist
- 0.66 Environment Students (2 positions)

**\*Proposed 2025 Staff Complement Changes:**

*None*

Town of Amherstburg Budget Centre: DRAINAGE 2025 Operating Budget	2023			2024			2025						
	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>Revenues</b>													
<b>2-Grants</b>													
4-0625 - Provincial Grants	322,000	170,353	151,647	380,400	380,400	-	322,000					322,000	
<b>Total 2-Grants</b>	<b>322,000</b>	<b>170,353</b>	<b>151,647</b>	<b>380,400</b>	<b>380,400</b>	<b>-</b>	<b>322,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>322,000</b>	
<b>2-User Fees</b>													
4-1910 - Administrative Fees	5,000	-	5,000	5,000	5,000	-	5,000					5,000	
<b>Total 2-User Fees</b>	<b>5,000</b>	<b>-</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,000</b>	
<b>5-Local Improvements</b>													
4-0220 - Local - Tile Loans	5,068	-	5,068	5,068	5,068	-	5,068					5,068	
4-0245 - Locals - Drains	1,152	-	1,152	1,152	1,152	-	1,152					1,152	
4-1050 - Recoveries - Landowners	2,130,000	339,699	1,790,301	4,130,000	4,130,000	-	2,130,000					2,130,000	
<b>Total 5-Local Improvements</b>	<b>2,136,220</b>	<b>339,699</b>	<b>1,796,521</b>	<b>4,136,220</b>	<b>4,136,220</b>	<b>-</b>	<b>2,136,220</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,136,220</b>	
<b>5-Other Income</b>													
4-0364 - Permit Fee - Drainage Entrance	500	-	500	500	500	-	500					500	
<b>Total 5-Other Income</b>	<b>500</b>	<b>-</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>500</b>	
<b>Total Revenues</b>	<b>2,463,720</b>	<b>510,052</b>	<b>1,953,668</b>	<b>4,522,120</b>	<b>4,522,120</b>	<b>-</b>	<b>2,463,720</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,463,720</b>	
<b>Expenses</b>													
<b>1-Salaries and Wages</b>													
5-0101 - Salaries - Full Time	102,078	97,572	4,506	104,120	104,689	(569)	104,120		2,087			106,207	
5-0102 - Salaries - Overtime	6,500	455	6,045	6,500	6,500	-	6,500					6,500	
<b>Total 1-Salaries and Wages</b>	<b>108,578</b>	<b>98,027</b>	<b>10,551</b>	<b>110,620</b>	<b>104,689</b>	<b>5,931</b>	<b>110,620</b>	<b>-</b>	<b>2,087</b>	<b>-</b>	<b>-</b>	<b>112,707</b>	
<b>1-Salaries and Wages-Benefits</b>													
5-0201 - Benefits - C.P.P.	3,754	3,754	-	4,090	6,061	(1,971)	4,090		289			4,379	
5-0202 - Benefits - E.I.	1,166	1,166	0	1,202	2,046	(844)	1,202		129			1,331	
5-0203 - Benefits - Omers	11,379	10,569	811	11,448	11,549	(101)	11,448		219			11,667	
5-0204 - Benefits - E.H.T.	1,991	1,909	81	2,157	2,026	131	2,157		(86)			2,071	
5-0205 - Benefits - Greenshield	6,225	2,161	4,064	3,155	2,973	182	3,155		3,846			7,001	
5-0207 - Benefits - Life & Disability	6,737	5,196	1,541	6,664	5,072	1,592	6,664		(1,736)			4,928	
5-0208 - Benefits - W.S.I.B.	3,511	3,370	142	3,831	4,149	(318)	3,831		1,554			5,385	
5-0209 - Benefits - Post-Retirement Benefit Cont.	975	980	(5)	975	975	-	975		9			984	
<b>Total 1-Salaries and Wages-Benefits</b>	<b>35,739</b>	<b>29,105</b>	<b>6,634</b>	<b>33,522</b>	<b>34,850</b>	<b>(1,328)</b>	<b>33,522</b>	<b>-</b>	<b>4,223</b>	<b>-</b>	<b>-</b>	<b>37,745</b>	
<b>2-General Expenses</b>													
5-0161 - Clothing	-	-	-	-	-	-	-		-			-	
5-0252 - Uniforms	500	137	363	500	500	-	500					500	
5-0301 - Office Supplies	-	-	-	1,000	1,000	-	1,000					1,000	
5-0345 - Cell Phone Expense	1,200	1,053	147	600	600	-	600					600	
5-0350 - Memberships	475	280	195	475	475	-	475					475	
5-0351 - Training And Conferences	1,500	247	1,253	1,500	1,500	-	1,500					1,500	
5-0501 - Write Offs	5,000	-	5,000	5,000	-	5,000	5,000					5,000	
<b>Total 2-General Expenses</b>	<b>8,675</b>	<b>1,718</b>	<b>6,957</b>	<b>9,075</b>	<b>4,075</b>	<b>5,000</b>	<b>9,075</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,075</b>	
<b>4-Equipment and Vehicles</b>													
5-0401 - Gasoline	2,000	-	2,000	2,000	2,000	-	2,000					2,000	
5-0402 - Vehicle & Equipment Mtce.	1,000	830	170	1,000	1,000	-	1,000					1,000	
5-0406 - Gps Communications	399	439	(40)	399	399	-	399					399	
5-0420 - Small Equipment	1,000	178	822	1,000	1,000	-	1,000					1,000	
5-0425 - Vehicle Licences	150	-	150	150	150	-	150					150	
<b>Total 4-Equipment and Vehicles</b>	<b>4,549</b>	<b>1,447</b>	<b>3,102</b>	<b>4,549</b>	<b>4,549</b>	<b>-</b>	<b>4,549</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,549</b>	
<b>4-Road and Drainage Maintenance</b>													
5-0764 - Drain Construction	2,160,000	310,171	1,849,829	4,218,575	4,218,575	-	2,160,000					2,160,000	
5-0765 - Municipal Drain Expense	230,000	127,753	102,247	230,000	230,000	-	230,000					230,000	
<b>Total 4-Road and Drainage Maintenance</b>	<b>2,390,000</b>	<b>437,924</b>	<b>1,952,076</b>	<b>4,448,575</b>	<b>4,448,575</b>	<b>-</b>	<b>2,390,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,390,000</b>	
<b>8-Debt Charges</b>													
5-2005 - Debt Charges - Principal	4,943	-	4,943	4,943	4,943	-	4,943		(4,943)			-	
5-2006 - Debt Charges - Interest	125	-	125	125	125	-	125		(125)			-	
<b>Total 8-Debt Charges</b>	<b>5,068</b>	<b>-</b>	<b>5,068</b>	<b>5,068</b>	<b>5,068</b>	<b>-</b>	<b>5,068</b>	<b>-</b>	<b>(5,068)</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>8-Transfers To</b>													
5-2002 - Transfer To Reserve	-	-	-	150,000	150,000	-	150,000					150,000	
<b>Total 8-Transfers To</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>150,000</b>	<b>150,000</b>	<b>-</b>	<b>150,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>150,000</b>	
<b>Total Expenses</b>	<b>2,552,609</b>	<b>568,221</b>	<b>1,984,388</b>	<b>4,761,409</b>	<b>4,751,806</b>	<b>9,603</b>	<b>2,702,834</b>	<b>-</b>	<b>1,242</b>	<b>-</b>	<b>-</b>	<b>2,704,076</b>	
<b>Net Operating Budget</b>	<b>88,889</b>	<b>58,169</b>	<b>30,720</b>	<b>239,289</b>	<b>229,686</b>	<b>9,603</b>	<b>239,114</b>	<b>-</b>	<b>1,242</b>	<b>-</b>	<b>-</b>	<b>240,356</b>	

Town of Amherstburg	2023			2024			2025						
Budget Centre: PUBLIC WORKS 2025 Operating Budget	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>Revenues</b>													
<b>2-Grants</b>													
4-0626 - Prov. Grants - Other	-	113,680	(113,680)	193,000	193,000	-	-	193,000	-	-	-	193,000	
<b>Total 2-Grants</b>	-	<b>113,680</b>	<b>(113,680)</b>	<b>193,000</b>	<b>193,000</b>	-	-	<b>193,000</b>	-	-	-	<b>193,000</b>	
<b>2-User Fees</b>													
4-1030 - Public Works Reports	500	952	(452)	500	178	322	500					500	
4-1031 - Engineering Service Fees	-	25,750	(25,750)	120,000	161,090	(41,090)	120,000					120,000	
4-1035 - Pw - Right-Of-Way Permit Fee	40,000	33,220	6,780	161,700	33,334	128,366	161,700					161,700	
4-1040 - Fees And Service Charges	5,000	11,793	(6,793)	5,000	113,276	(108,276)	5,000					5,000	
<b>Total 2-User Fees</b>	<b>45,500</b>	<b>71,715</b>	<b>(26,215)</b>	<b>287,200</b>	<b>307,878</b>	<b>(20,678)</b>	<b>287,200</b>	-	-	-	-	<b>287,200</b>	
<b>5-Other Income</b>													
4-1042 - Transit Pass Sale	60,000	25,191	34,809	62,000	16,758	45,242	60,000					60,000	
4-6500 - Sale Of Equipment	-	19,201	(19,201)	-	58,482	(58,482)	-					-	
<b>Total 5-Other Income</b>	<b>60,000</b>	<b>44,392</b>	<b>15,608</b>	<b>62,000</b>	<b>75,241</b>	<b>(13,241)</b>	<b>60,000</b>	-	-	-	-	<b>60,000</b>	
<b>8-Administrative Recoveries</b>													
4-1018 - Pw Recovery From Sanitary Sewers	600,200	600,200	-	668,700	668,700	-	668,700					668,700	
4-1019 - Recovery From Water Dept	93,300	93,300	-	103,700	103,700	(0)	103,700					103,700	
4-1041 - Drainage Superintendent Services	35,000	37,250	(2,250)	35,000	28,100	6,900	35,000		(35,000)			-	
<b>Total 8-Administrative Recoveries</b>	<b>728,500</b>	<b>730,750</b>	<b>(2,250)</b>	<b>807,400</b>	<b>800,500</b>	<b>6,900</b>	<b>807,400</b>	-	<b>(35,000)</b>	-	-	<b>772,400</b>	
<b>8-Transfers From</b>													
4-3000 - Transfer From Reserves	238,615	168,165	70,450	330,300	330,300	-	-					-	
4-3016 - Interdepartment Transfer - From	-	58,726	(58,726)	-	-	-	-					-	
<b>Total 8-Transfers From</b>	<b>238,615</b>	<b>226,891</b>	<b>11,724</b>	<b>330,300</b>	<b>330,300</b>	-	-	-	-	-	-	-	
<b>Total Revenues</b>	<b>1,072,615</b>	<b>1,187,428</b>	<b>(114,813)</b>	<b>1,679,900</b>	<b>1,706,919</b>	<b>(27,019)</b>	<b>1,154,600</b>	<b>193,000</b>	<b>(35,000)</b>	-	-	<b>1,312,600</b>	
<b>Expenses</b>													
<b>1-Salaries and Wages</b>													
5-0101 - Salaries - Full Time	1,247,082	1,275,707	(28,625)	1,440,406	1,380,357	60,049	1,440,406	35,868				1,476,274	
5-0102 - Salaries - Overtime	50,000	46,013	3,987	50,000	41,550	8,450	50,000					50,000	
5-0105 - Salaries - Cr. Re: S.T.D.	-	(12,216)	12,216	-	(26,796)	26,796	-					-	
5-0107 - Salaries - Temporary Personnel	17,043	17,845	(802)	-	23,830	(23,830)	-					-	
5-0109 - Salaries - Students	66,219	41,602	24,617	69,836	43,876	25,960	69,836	2,587		3,043		75,466	HR-001
5-0112 - Salaries - Part Time	-	-	-	17,443	-	17,443	-					706	
<b>Total 1-Salaries and Wages</b>	<b>1,380,344</b>	<b>1,368,952</b>	<b>11,392</b>	<b>1,577,685</b>	<b>1,462,817</b>	<b>114,868</b>	<b>1,577,685</b>	<b>39,161</b>	-	-	<b>3,043</b>	<b>1,619,889</b>	
<b>1-Salaries and Wages-Benefits</b>													
5-0201 - Benefits - C.P.P.	57,516	56,176	1,340	67,859	82,452	(14,593)	67,859	2,780			304	70,943	HR-001
5-0202 - Benefits - E.I.	18,222	18,025	197	20,077	27,845	(7,768)	20,077	3,428				23,505	
5-0203 - Benefits - Omers	140,259	133,894	6,365	143,679	147,247	(3,568)	143,679	11,529				155,208	
5-0204 - Benefits - E.H.T.	26,994	27,188	(194)	29,252	28,863	389	29,252	1,301				30,553	
5-0205 - Benefits - Greenshield	85,687	89,691	(4,004)	133,788	108,486	25,302	133,788	(17,397)				116,391	
5-0207 - Benefits - Life & Disability	82,307	57,846	24,461	87,219	55,385	31,834	87,219	(22,210)				65,009	
5-0208 - Benefits - W.S.I.B.	43,638	43,873	(235)	47,561	60,052	(12,491)	47,561	25,891				73,452	
5-0209 - Benefits - Post-Retirement Benefit Cont.	8,060	8,610	(550)	9,035	10,097	(1,062)	9,035	1,105				10,140	
<b>Total 1-Salaries and Wages-Benefits</b>	<b>462,683</b>	<b>435,302</b>	<b>27,381</b>	<b>538,470</b>	<b>520,429</b>	<b>18,042</b>	<b>538,470</b>	<b>6,428</b>	-	-	<b>304</b>	<b>545,202</b>	
<b>1-Salaries and Wages-Retiree Benefits</b>													
5-0206 - Benefits - Greenshield Retirees	-	88,203	(88,203)	-	-	-	-					-	
<b>Total 1-Salaries and Wages-Retiree Benefits</b>	-	<b>88,203</b>	<b>(88,203)</b>	-	-	-	-	-	-	-	-	-	
<b>2-General Expenses</b>													
5-0161 - Clothing	-	-	-	-	-	-	-					-	
5-0250 - Health And Safety	-	169	(169)	-	-	-	-					-	
5-0252 - Uniforms	8,500	6,850	1,650	9,750	17,301	(7,551)	9,750					9,750	
5-0301 - Office Supplies	5,000	13,440	(8,440)	6,000	2,175	3,825	6,000					6,000	
5-0307 - Advertising	2,500	-	2,500	2,500	-	2,500	2,500					2,500	
5-0331 - General Maintenance	150,000	142,065	7,935	150,000	145,467	4,533	150,000					150,000	
5-0338 - Various Studies	20,000	127	19,873	20,000	-	20,000	20,000					20,000	
5-0345 - Cell Phone Expense	6,600	6,052	548	8,450	6,308	2,142	7,850			(1,200)		6,650	IT-001
5-0350 - Memberships	3,000	2,340	660	3,750	11,046	(7,296)	3,750					3,750	
5-0351 - Training And Conferences	22,500	24,556	(2,056)	25,000	17,071	7,929	25,000					25,000	
5-0381 - Property Taxes/Leases	4,000	3,913	87	4,000	-	4,000	4,000					4,000	
<b>Total 2-General Expenses</b>	<b>222,100</b>	<b>199,512</b>	<b>22,588</b>	<b>229,450</b>	<b>199,368</b>	<b>30,082</b>	<b>228,850</b>	-	-	-	<b>(1,200)</b>	<b>227,650</b>	
<b>2-Professional and Consulting Fees</b>													
5-0327 - Professional Fees	60,615	25,323	35,292	47,000	4,749	42,251	22,000					22,000	
<b>Total 2-Professional and Consulting Fees</b>	<b>60,615</b>	<b>25,323</b>	<b>35,292</b>	<b>47,000</b>	<b>4,749</b>	<b>42,251</b>	<b>22,000</b>	-	-	-	-	<b>22,000</b>	
<b>3-Other Expenses</b>													
5-0738 - Various Programs	55,000	47,661	7,339	55,000	29,260	25,740	55,000					55,000	
<b>Total 3-Other Expenses</b>	<b>55,000</b>	<b>47,661</b>	<b>7,339</b>	<b>55,000</b>	<b>29,260</b>	<b>25,740</b>	<b>55,000</b>	-	-	-	-	<b>55,000</b>	



Town of Amherstburg	2023			2024			2025						
Budget Centre: PUBLIC WORKS 2025 Operating Budget	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>4-Contracted Services</b>													
5-0801 - Transit Expenses	200,000	281,845	(81,845)	300,000	300,000	-	-	300,000	40,000			340,000	
<b>Total 4-Contracted Services</b>	<b>200,000</b>	<b>281,845</b>	<b>(81,845)</b>	<b>300,000</b>	<b>300,000</b>			<b>300,000</b>	<b>40,000</b>			<b>340,000</b>	
<b>4-Equipment and Vehicles</b>													
5-0319 - Radio Maintenance	9,400	11,935	(2,535)	9,400	12,879	(3,479)			24,861			34,261	
5-0401 - Gasoline	195,000	222,394	(27,394)	195,000	224,389	(29,389)	195,000					195,000	
5-0402 - Vehicle & Equipment Mtce.	140,000	269,053	(129,053)	90,000	221,362	(131,362)	90,000					90,000	
5-0406 - Gps Communications	9,954	10,873	(919)	9,954	11,206	(1,252)	9,954					9,954	
5-0420 - Small Equipment	16,500	20,405	(3,905)	22,700	25,590	(2,890)	18,000					18,000	
5-0425 - Vehicle Licences	20,000	12,268	7,732	20,000	10	19,990	20,000					20,000	
5-0480 - Equipment Rentals	5,000	8,194	(3,194)	5,000	7,852	(2,852)	5,000					5,000	
<b>Total 4-Equipment and Vehicles</b>	<b>395,854</b>	<b>555,121</b>	<b>(159,267)</b>	<b>352,054</b>	<b>503,288</b>	<b>(151,234)</b>	<b>347,354</b>		<b>24,861</b>			<b>372,215</b>	
<b>4-Road and Drainage Maintenance</b>													
5-0710 - Winter Control	218,050	-	218,050	218,050	232,485	(14,435)	218,050					218,050	
5-0715 - Gravel Roads	98,000	-	98,000	98,000	119,903	(21,903)	98,000					98,000	
5-0720 - Railway Crossings	3,700	3,804	(104)	3,700	3,984	(284)	3,700					3,700	
5-0725 - Road Maintenance	400,000	614,260	(214,260)	425,000	350,000	75,000	425,000					425,000	
5-0730 - Culverts & Bridges	25,000	30,674	(5,674)	25,000	-	25,000	25,000					25,000	
5-0735 - Weedcutting And Spraying	35,000	18,792	16,208	35,000	48,127	(13,127)	35,000					35,000	
5-0736 - West Nile Virus Prevention	7,000	-	7,000	7,000	-	7,000	7,000					7,000	
5-0757 - Mainline Sewer Cleaning & Flushing	107,500	93,892	13,608	142,500	100,000	42,500	142,500					142,500	
5-0765 - Municipal Drain Expense	160,000	65,704	94,296	160,000	95,000	65,000	160,000					160,000	
<b>Total 4-Road and Drainage Maintenance</b>	<b>1,054,250</b>	<b>827,126</b>	<b>227,124</b>	<b>1,114,250</b>	<b>949,499</b>	<b>164,751</b>	<b>1,114,250</b>					<b>1,114,250</b>	
<b>4-Solid Waste and Landfill</b>													
5-0601 - Landfill Tipping Fees	803,000	911,088	(108,088)	827,500	934,562	(107,062)	827,500		21,200			848,700	
5-0603 - Garbage Collection	750,700	785,331	(34,631)	812,000	810,300	1,700	812,000		28,549			840,549	
5-0607 - Pwd Yard Clean Up	5,000	10,642	(5,642)	7,500	18,012	(10,512)	7,500					7,500	
<b>Total 4-Solid Waste and Landfill</b>	<b>1,558,700</b>	<b>1,707,061</b>	<b>(148,361)</b>	<b>1,647,000</b>	<b>1,762,874</b>	<b>(115,874)</b>	<b>1,647,000</b>		<b>49,749</b>			<b>1,696,749</b>	
<b>4-Traffic Signal and Sign Maintenance</b>													
5-0740 - Traffic Signal Maintenance	20,000	3,608	16,392	35,000	45,915	(10,915)	35,000					35,000	
5-0741 - Traffic Signs & Devices	80,000	96,210	(16,210)	80,000	102,925	(22,925)	80,000					80,000	
<b>Total 4-Traffic Signal and Sign Maintenance</b>	<b>100,000</b>	<b>99,818</b>	<b>182</b>	<b>115,000</b>	<b>148,840</b>	<b>(33,840)</b>	<b>115,000</b>					<b>115,000</b>	
<b>4-Tree Maintenance</b>													
5-0650 - Tree Maintenance	175,000	83,823	91,177	190,000	286,943	(96,943)	190,000					190,000	
<b>Total 4-Tree Maintenance</b>	<b>175,000</b>	<b>83,823</b>	<b>91,177</b>	<b>190,000</b>	<b>286,943</b>	<b>(96,943)</b>	<b>190,000</b>					<b>190,000</b>	
<b>4-Utilities</b>													
5-0316 - Utilities	125,000	136,771	(11,771)	125,000	149,861	(24,861)	125,000					125,000	
<b>Total 4-Utilities</b>	<b>125,000</b>	<b>136,771</b>	<b>(11,771)</b>	<b>125,000</b>	<b>149,861</b>	<b>(24,861)</b>	<b>125,000</b>					<b>125,000</b>	
<b>8-Debt Charges</b>													
5-2005 - Debt Charges - Principal	242,927	242,927	0	242,927	251,334	(8,406)	242,927		11,164			254,091	
5-2006 - Debt Charges - Interest	128,595	125,827	2,768	128,595	120,188	8,406	128,595		(17,064)			111,531	
<b>Total 8-Debt Charges</b>	<b>371,522</b>	<b>368,754</b>	<b>2,768</b>	<b>371,522</b>	<b>371,522</b>	<b>0</b>	<b>371,522</b>		<b>(5,900)</b>			<b>365,622</b>	
<b>8-Transfers To</b>													
5-2002 - Transfer To Reserve	550,000	654,313	(104,313)	745,000	745,000	-	550,000					550,000	
5-2017 - Transfer To Reserve - Streetlight	12,000	-	12,000	12,000	12,000	-	12,000					12,000	
5-2029 - Transfer To Plans & Studies Reserve	45,000	-	45,000	45,000	45,000	-	45,000					45,000	
<b>Total 8-Transfers To</b>	<b>607,000</b>	<b>654,313</b>	<b>(47,313)</b>	<b>802,000</b>	<b>802,000</b>	<b>-</b>	<b>607,000</b>					<b>607,000</b>	
<b>Total Expenses</b>	<b>6,768,068</b>	<b>6,879,586</b>	<b>(111,518)</b>	<b>7,464,431</b>	<b>7,491,450</b>	<b>(27,019)</b>	<b>6,939,131</b>	<b>300,000</b>	<b>154,299</b>		<b>2,147</b>	<b>7,395,577</b>	
<b>Net Operating Budget</b>	<b>5,695,453</b>	<b>5,692,157</b>	<b>3,296</b>	<b>5,784,531</b>	<b>5,784,531</b>	<b>0</b>	<b>5,784,531</b>	<b>107,000</b>	<b>189,299</b>		<b>2,147</b>	<b>6,082,977</b>	

Town of Amherstburg	2023			2024			2025						
Budget Centre: WATER 2025 Operating Budget	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>Revenues</b>													
<b>2-User Fees</b>													
4-1610 - Sale Of Water	6,021,967	6,196,250	(174,283)	6,202,627	6,049,756	152,870	6,202,627					6,202,627	
4-1630 - Water Station Revenue	4,000	8,330	(4,330)	4,000	5,131	(1,131)	4,000					4,000	
4-1670 - Water - New Connection Fees	147,898	99,497	48,401	147,897	188,623	(40,726)	147,897					147,897	
4-1675 - Miscellaneous Revenue	-	24,658	(24,658)	-	3,083	(3,083)	-					-	
<b>Total 2-User Fees</b>	<b>6,173,865</b>	<b>6,328,735</b>	<b>(154,870)</b>	<b>6,354,523</b>	<b>6,246,593</b>	<b>107,930</b>	<b>6,354,523</b>					<b>6,354,523</b>	
<b>5-Investment Income</b>													
4-7220 - Inv. Inc. - Bank Account	10,000	88,024	(78,024)	10,000	110,954	(100,954)	10,000					10,000	
<b>Total 5-Investment Income</b>	<b>10,000</b>	<b>88,024</b>	<b>(78,024)</b>	<b>10,000</b>	<b>110,954</b>	<b>(100,954)</b>	<b>10,000</b>					<b>10,000</b>	
<b>5-Local Improvements</b>													
4-1050 - Recoveries - Landowners	-	327,523	(327,523)	-	-	-	-					-	
<b>Total 5-Local Improvements</b>	<b>-</b>	<b>327,523</b>	<b>(327,523)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>					<b>-</b>	
<b>5-Other Income</b>													
4-6600 - Water Tower Licence Agreement Leases	18,633	29,831	(11,198)	18,633	24,900	(6,267)	18,633					18,633	
<b>Total 5-Other Income</b>	<b>18,633</b>	<b>29,831</b>	<b>(11,198)</b>	<b>18,633</b>	<b>24,900</b>	<b>(6,267)</b>	<b>18,633</b>					<b>18,633</b>	
<b>8-Transfers From</b>													
4-3000 - Transfer From Reserves	-	25,701	(25,701)	-	-	-	-					-	
<b>Total 8-Transfers From</b>	<b>-</b>	<b>25,701</b>	<b>(25,701)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>					<b>-</b>	
<b>Total Revenues</b>	<b>6,202,498</b>	<b>6,799,815</b>	<b>(597,316)</b>	<b>6,383,156</b>	<b>6,382,447</b>	<b>709</b>	<b>6,383,156</b>					<b>6,383,156</b>	
<b>Expenses</b>													
<b>1-Salaries and Wages</b>													
5-0101 - Salaries - Full Time	872,273	900,916	(28,643)	896,158	833,614	62,544	896,158		(1,025)			895,133	
5-0102 - Salaries - Overtime	42,500	25,521	16,979	42,500	14,367	28,133	42,500					42,500	
5-0105 - Salaries - Cr. Re: S.T.D.	-	(42,451)	42,451	-	(10,146)	10,146	-					-	
5-0107 - Salaries - Temporary Personnel	-	-	-	-	15,737	(15,737)	-					-	
5-0109 - Salaries - Students	22,261	15,799	6,462	23,090	14,393	8,697	23,090		863		1,014	24,967	HR-001
<b>Total 1-Salaries and Wages</b>	<b>937,034</b>	<b>899,784</b>	<b>37,249</b>	<b>961,748</b>	<b>867,966</b>	<b>93,782</b>	<b>961,748</b>		<b>162</b>		<b>1,014</b>	<b>962,600</b>	
<b>1-Salaries and Wages-Benefits</b>													
5-0201 - Benefits - C.P.P.	43,091	43,117	(27)	47,932	50,434	(2,502)	47,932		(1,517)		101	46,516	HR-001
5-0202 - Benefits - E.I.	13,512	13,582	(71)	13,958	17,212	(3,254)	13,958		1,478			15,436	
5-0203 - Benefits - Omers	89,353	86,231	3,122	88,194	84,569	3,625	88,194		(995)			87,199	
5-0204 - Benefits - E.H.T.	18,277	18,310	(34)	18,754	17,205	1,549	18,754		(832)			17,922	
5-0205 - Benefits - Greenshield	72,625	56,912	15,713	76,892	66,400	10,492	76,892		4,056			80,948	
5-0207 - Benefits - Life & Disability	57,052	42,262	14,790	56,816	39,189	17,627	56,816		(18,826)			37,990	
5-0208 - Benefits - W.S.I.B.	31,541	32,211	(670)	31,841	35,571	(3,730)	31,841		13,524			45,365	
5-0209 - Benefits - Post-Retirement Benefit Cont.	5,135	4,585	550	4,160	4,973	(813)	4,160		1,060			5,220	
<b>Total 1-Salaries and Wages-Benefits</b>	<b>330,585</b>	<b>297,212</b>	<b>33,374</b>	<b>338,547</b>	<b>315,552</b>	<b>22,995</b>	<b>338,547</b>		<b>(2,051)</b>		<b>101</b>	<b>336,597</b>	
<b>1-Salaries and Wages-Retiree Benefits</b>													
5-0206 - Benefits - Greenshield Retirees	25,000	23,518	1,482	29,600	26,978	2,622	29,600					29,600	
5-0211 - Benefits - Essex Power	10,000	9,812	188	10,000	6,992	3,008	10,000		(7,000)			3,000	
<b>Total 1-Salaries and Wages-Retiree Benefits</b>	<b>35,000</b>	<b>33,330</b>	<b>1,670</b>	<b>39,600</b>	<b>33,971</b>	<b>5,630</b>	<b>39,600</b>		<b>(7,000)</b>			<b>32,600</b>	
<b>2-General Expenses</b>													
5-0161 - Clothing	-	226	(226)	-	-	-	-					-	
5-0249 - Training	14,000	8,092	5,908	14,000	6,582	7,418	14,000					14,000	
5-0252 - Uniforms	11,500	11,920	(420)	11,500	19,554	(8,054)	11,500					11,500	
5-0301 - Office Supplies	1,000	1,500	(500)	1,000	1,153	(153)	1,000					1,000	
5-0307 - Advertising	750	333	417	750	855	(105)	750					750	
5-0310 - Computer Maintenance	-	-	-	-	-	-	-					-	
5-0314 - General Insurance	211,352	170,879	40,473	211,352	680,246	(468,894)	211,352		162,783		16,000	24,375	WWWT-001
5-0331 - General Maintenance	7,000	8,183	(1,183)	7,000	6,038	962	7,000					7,000	
5-0344 - Water Locate Expense	-	10,613	(10,613)	10,000	16,473	(6,473)	10,000					10,000	
5-0345 - Cell Phone Expense	4,280	2,084	2,196	4,780	3,156	1,624	4,280				(600)	3,680	IT-001
5-0350 - Memberships	1,000	2,091	(1,091)	1,000	3,928	(2,928)	1,000					1,000	
5-0360 - Miscellaneous	10,000	70	9,930	-	-	-	-					-	
5-0381 - Property Taxes/Leases	28,000	40,744	(12,744)	28,000	-	28,000	28,000					28,000	
5-0550 - Conservator/ERCA Levy	60,000	58,000	2,000	60,000	60,000	-	60,000		4,800			64,800	
<b>Total 2-General Expenses</b>	<b>348,882</b>	<b>314,734</b>	<b>34,148</b>	<b>349,382</b>	<b>797,984</b>	<b>(448,602)</b>	<b>348,882</b>		<b>175,958</b>		<b>15,400</b>	<b>540,240</b>	
<b>2-Professional and Consulting Fees</b>													
5-0327 - Professional Fees	-	20,085	(20,085)	-	32,991	(32,991)	-					-	
5-0328 - Engineering Fees	25,000	7,973	17,027	25,000	-	25,000	25,000					25,000	
<b>Total 2-Professional and Consulting Fees</b>	<b>25,000</b>	<b>28,058</b>	<b>(3,058)</b>	<b>25,000</b>	<b>32,991</b>	<b>(7,991)</b>	<b>25,000</b>					<b>25,000</b>	

Town of Amherstburg	2023			2024			2025						
Budget Centre: WATER 2025 Operating Budget	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>4-Contracted Services</b>													
5-0336 - Contracted Services	864,702	872,172	(7,470)	915,782	903,571	12,211	915,782		32,967			948,749	
5-0504 - Collection Expense	180,000	160,835	19,165	180,000	160,835	19,165	180,000					180,000	
5-0612 - OCWA Maintenance Items	50,000	143,061	(93,061)	100,000	75,911	24,089	100,000					100,000	
<b>Total 4-Contracted Services</b>	<b>1,094,702</b>	<b>1,176,069</b>	<b>(81,367)</b>	<b>1,195,782</b>	<b>1,140,317</b>	<b>55,465</b>	<b>1,195,782</b>	-	<b>32,967</b>	-	-	<b>1,228,749</b>	
<b>4-Equipment and Vehicles</b>													
5-0319 - Radio Maintenance	12,983	10,463	2,520	12,983	12,879	104	12,983		19,999			32,982	
5-0402 - Vehicle & Equipment Mtce.	12,000	32,881	(20,881)	12,000	40,380	(28,380)	12,000					12,000	
5-0405 - Vehicle Mtce. - Tires	5,000	-	5,000	5,000	-	5,000	5,000					5,000	
5-0406 - Gps Communications	-	3,929	(3,929)	-	4,141	(4,141)	-					-	
5-0407 - Fuel And Chemicals	133,000	187,565	(54,565)	133,000	167,431	(34,431)	133,000					133,000	
5-0420 - Small Equipment	20,000	19,371	629	20,000	24,138	(4,138)	20,000					20,000	
5-0425 - Vehicle Licences	-	3,075	(3,075)	-	-	-	-					-	
<b>Total 4-Equipment and Vehicles</b>	<b>182,983</b>	<b>257,285</b>	<b>(74,302)</b>	<b>182,983</b>	<b>248,970</b>	<b>(65,987)</b>	<b>182,983</b>	-	<b>19,999</b>	-	-	<b>202,982</b>	
<b>4-Service Maintenance</b>													
5-0755 - Service Maintenance	120,000	191,980	(71,980)	120,000	202,399	(82,399)	120,000				30,000	150,000	WAT-002
5-0810 - Watermain Maintenance	60,000	105,781	(45,781)	60,000	87,155	(27,155)	60,000					60,000	
5-0815 - Backflow Prevention	27,000	32,360	(5,360)	27,000	38,400	(11,400)	27,000					38,400	
5-0833 - Water Meter Repairs And Maintenance	100,000	137,875	(37,875)	100,000	172,589	(72,589)	100,000				20,000	120,000	WAT-001
5-0835 - Sample Station Repairs, Upgrade, New In	2,000	4,081	(2,081)	2,000	12,375	(10,375)	2,000					2,000	
5-0840 - Valve Maintenance	30,000	34,329	(4,329)	30,000	7,071	22,929	30,000					30,000	
5-0845 - Blowoff Repairs, Upgrades, New Installs	3,000	8,719	(5,719)	3,000	11,430	(8,430)	3,000					3,000	
5-0850 - Hydrant Maintenance	14,000	22,999	(8,999)	14,000	9,881	4,119	14,000					14,000	
5-0855 - Coin Operated Filling Stations Repairs	3,000	115	2,885	3,000	122	2,878	3,000					3,000	
<b>Total 4-Service Maintenance</b>	<b>359,000</b>	<b>538,238</b>	<b>(179,238)</b>	<b>370,400</b>	<b>538,943</b>	<b>(168,543)</b>	<b>370,400</b>	-	-	-	<b>50,000</b>	<b>420,400</b>	
<b>4-Utilities</b>													
5-0316 - Utilities	210,000	261,201	(51,201)	210,000	252,013	(42,013)	210,000					210,000	
<b>Total 4-Utilities</b>	<b>210,000</b>	<b>261,201</b>	<b>(51,201)</b>	<b>210,000</b>	<b>252,013</b>	<b>(42,013)</b>	<b>210,000</b>	-	-	-	-	<b>210,000</b>	
<b>4-Water Program</b>													
5-0920 - DWQMS Maintenance	5,000	3,516	1,484	5,000	-	5,000	5,000					5,000	
5-0951 - Water Conservation Program	1,500	-	1,500	1,500	-	1,500	1,500					1,500	
<b>Total 4-Water Program</b>	<b>6,500</b>	<b>3,516</b>	<b>2,984</b>	<b>6,500</b>	<b>-</b>	<b>6,500</b>	<b>6,500</b>	-	-	-	-	<b>6,500</b>	
<b>8-Cost Allocations</b>													
5-0130 - Cost Allocation-Overhead	692,500	692,500	-	711,900	711,900	-	711,900					711,900	
5-0131 - Cost Allocations- Operating Expenses	93,300	93,300	-	103,700	103,700	(0)	103,700					103,700	
<b>Total 8-Cost Allocations</b>	<b>785,800</b>	<b>785,800</b>	<b>-</b>	<b>815,600</b>	<b>815,600</b>	<b>(0)</b>	<b>815,600</b>	-	-	-	-	<b>815,600</b>	
<b>8-Debt Charges</b>													
5-2005 - Debt Charges - Principal	243,116	243,116	0	243,116	252,524	(9,408)	243,116		(78,814)			164,302	
5-2006 - Debt Charges - Interest	101,263	98,183	3,080	101,263	101,855	(592)	101,263		(8,508)			92,755	
<b>Total 8-Debt Charges</b>	<b>344,379</b>	<b>341,299</b>	<b>3,080</b>	<b>344,379</b>	<b>354,379</b>	<b>(10,000)</b>	<b>344,379</b>	-	<b>(87,322)</b>	-	-	<b>257,057</b>	
<b>8-Transfers To</b>													
5-2001 - Transfer To Capital	-	320,656	(320,656)	-	-	-	-					-	
5-2002 - Transfer To Reserve	1,542,632	1,542,632	-	1,343,236	983,761	359,475	1,343,735		(132,389)		(66,515)	1,144,831	
5-2019 - Life Cycle Replacement Transfer	-	-	-	200,000	-	200,000	200,000					200,000	
<b>Total 8-Transfers To</b>	<b>1,542,632</b>	<b>1,863,288</b>	<b>(320,656)</b>	<b>1,543,236</b>	<b>983,761</b>	<b>559,475</b>	<b>1,543,735</b>	-	<b>(132,389)</b>	-	<b>(66,515)</b>	<b>1,344,831</b>	
<b>Total Expenses</b>	<b>6,202,497</b>	<b>6,799,815</b>	<b>(597,317)</b>	<b>6,383,157</b>	<b>6,382,446</b>	<b>711</b>	<b>6,383,156</b>	-	<b>(0)</b>	-	-	<b>6,383,156</b>	
<b>Net Operating Budget</b>	<b>(1)</b>	<b>-</b>	<b>(1)</b>	<b>1</b>	<b>(0)</b>	<b>1</b>	<b>-</b>	-	<b>(0)</b>	-	-	<b>(0)</b>	

Town of Amherstburg	2023			2024			2025						
	Budget	Year End Actuals	Variance	Budget	Projected Year End	Projected Year End Variance	Base Budget	In Year Approval	Request - Base Budget	Request - One Time	Request - Enhancement	2025 Total Budget	Issue Paper Reference No.
<b>Budget Centre: WASTEWATER</b>													
<b>2025 Operating Budget</b>													
<b>Revenues</b>													
<b>2-User Fees</b>													
4-1705 - Mcgregor Lagoon Joint Use Agreement	24,000	24,000	-	24,000	24,000	-	24,000					24,000	
4-1710 - Sewage Surcharge On Water	6,670,612	7,163,342	(492,730)	6,670,612	6,922,987	(252,375)	6,670,612					6,670,612	
<b>Total 2-User Fees</b>	<b>6,694,612</b>	<b>7,187,342</b>	<b>(492,730)</b>	<b>6,694,612</b>	<b>6,946,987</b>	<b>(252,375)</b>	<b>6,694,612</b>					<b>6,694,612</b>	
<b>5-Investment Income</b>													
4-7220 - Inv. Inc. - Bank Account	10,000	48,339	(38,339)	10,000	137,970	(127,970)	10,000					10,000	
<b>Total 5-Investment Income</b>	<b>10,000</b>	<b>48,339</b>	<b>(38,339)</b>	<b>10,000</b>	<b>137,970</b>	<b>(127,970)</b>	<b>10,000</b>					<b>10,000</b>	
<b>5-Local Improvements</b>													
4-0260 - Locals - Sewers	306,701	4,194	302,507	306,701	3,036	303,665	306,701					306,701	
4-0265 - Locals - Sewer Front. & C	1,646	1,646	(0)	1,646	-	1,646	1,646					1,646	
<b>Total 5-Local Improvements</b>	<b>308,347</b>	<b>5,840</b>	<b>302,507</b>	<b>308,347</b>	<b>3,036</b>	<b>305,311</b>	<b>308,347</b>					<b>308,347</b>	
<b>5-Other Income</b>													
4-6540 - Miscellaneous Revenue	81,000	49,256	31,744	81,000	62,318	18,682	81,000					81,000	
<b>Total 5-Other Income</b>	<b>81,000</b>	<b>49,256</b>	<b>31,744</b>	<b>81,000</b>	<b>62,318</b>	<b>18,682</b>	<b>81,000</b>					<b>81,000</b>	
<b>Total Revenues</b>	<b>7,093,959</b>	<b>7,290,777</b>	<b>(196,818)</b>	<b>7,093,959</b>	<b>7,150,310</b>	<b>(56,352)</b>	<b>7,093,959</b>					<b>7,093,959</b>	
<b>Expenses</b>													
<b>2-General Expenses</b>													
5-0310 - Computer Maintenance	-	-	-	-	-	-	-		8,375		48,000	56,375	WWT-001
5-0314 - General Insurance	273,740	223,730	50,009	273,740	341,767	(68,028)	273,740		102,204			375,944	
5-0331 - General Maintenance	15,000	9,441	5,559	15,000	21,544	(6,544)	15,000					15,000	
5-0381 - Property Taxes/Leases	151,500	151,329	171	151,500	-	151,500	151,500					151,500	
<b>Total 2-General Expenses</b>	<b>440,240</b>	<b>384,500</b>	<b>55,740</b>	<b>440,240</b>	<b>363,311</b>	<b>76,929</b>	<b>440,240</b>		<b>110,579</b>		<b>48,000</b>	<b>598,819</b>	
<b>2-Professional and Consulting Fees</b>													
5-0327 - Professional Fees	-	22,167	(22,167)	-	9,359	(9,359)	-					-	
5-0328 - Engineering Fees	30,000	12,048	17,952	30,000	-	30,000	30,000					30,000	
<b>Total 2-Professional and Consulting Fees</b>	<b>30,000</b>	<b>34,215</b>	<b>(4,215)</b>	<b>30,000</b>	<b>9,359</b>	<b>20,641</b>	<b>30,000</b>					<b>30,000</b>	
<b>4-Contracted Services</b>													
5-0504 - Collection Expense	13,000	12,111	889	13,000	12,106	894	13,000					13,000	
5-0604 - Contract O.C.W.A.	1,223,525	1,233,489	(9,964)	1,286,232	1,171,269	114,963	1,286,232		(56,403)			1,229,829	
5-0612 - OCWA Maintenance Items	247,500	332,843	(85,343)	255,000	219,227	35,773	255,000					255,000	
5-0613 - OCWA Unexpected Operation Items	59,200	71,598	(12,398)	59,200	49,518	9,682	59,200					59,200	
<b>Total 4-Contracted Services</b>	<b>1,543,225</b>	<b>1,650,041</b>	<b>(106,816)</b>	<b>1,613,432</b>	<b>1,452,120</b>	<b>161,312</b>	<b>1,613,432</b>		<b>(56,403)</b>			<b>1,557,029</b>	
<b>4-Environmental Services Expense</b>													
5-0614 - Ocwa Meyers Pump Stations	10,000	56,925	(46,925)	10,000	-	10,000	10,000					10,000	
5-0750 - Sewer Flushing	40,000	56,971	(16,971)	40,000	66,189	(26,189)	40,000					40,000	
5-0758 - Service Connection Inspection & Camera	2,000	2,849	(849)	2,000	3,202	(1,202)	2,000					2,000	
5-0759 - Service Connection Repair & Mtce.	35,000	35,575	(575)	35,000	24,630	10,370	35,000					35,000	
5-0760 - Manhole Identification & Maintenance	10,000	38,084	(28,084)	10,000	11,277	(1,277)	10,000					10,000	
5-0766 - Inflow & Infiltration Maintenance	360,000	74,330	285,670	200,000	66,954	133,046	200,000					200,000	
<b>Total 4-Environmental Services Expense</b>	<b>457,000</b>	<b>264,734</b>	<b>192,266</b>	<b>297,000</b>	<b>172,252</b>	<b>124,748</b>	<b>297,000</b>					<b>297,000</b>	
<b>4-Equipment and Vehicles</b>													
5-0407 - Fuel And Chemicals	202,500	144,078	58,422	202,500	222,497	(19,997)	202,500					202,500	
<b>Total 4-Equipment and Vehicles</b>	<b>202,500</b>	<b>144,078</b>	<b>58,422</b>	<b>202,500</b>	<b>222,497</b>	<b>(19,997)</b>	<b>202,500</b>					<b>202,500</b>	
<b>4-Solid Waste and Landfill</b>													
5-0601 - Landfill Tipping Fees	70,000	109,012	(39,012)	110,000	128,774	(18,774)	110,000					110,000	
<b>Total 4-Solid Waste and Landfill</b>	<b>70,000</b>	<b>109,012</b>	<b>(39,012)</b>	<b>110,000</b>	<b>128,774</b>	<b>(18,774)</b>	<b>110,000</b>					<b>110,000</b>	
<b>4-Utilities</b>													
5-0316 - Utilities	503,300	583,525	(80,225)	503,300	615,990	(112,690)	503,300					503,300	
<b>Total 4-Utilities</b>	<b>503,300</b>	<b>583,525</b>	<b>(80,225)</b>	<b>503,300</b>	<b>615,990</b>	<b>(112,690)</b>	<b>503,300</b>					<b>503,300</b>	
<b>8-Cost Allocations</b>													
5-0130 - Cost Allocation-Overhead	241,600	241,600	-	260,900	260,900	(0)	260,900					260,900	
5-0131 - Cost Allocations- Operating Expenses	600,200	600,200	-	668,700	668,700	-	668,700					668,700	
<b>Total 8-Cost Allocations</b>	<b>841,800</b>	<b>841,800</b>	<b>-</b>	<b>929,600</b>	<b>929,600</b>	<b>(0)</b>	<b>929,600</b>					<b>929,600</b>	
<b>8-Debt Charges</b>													
5-2005 - Debt Charges - Principal	1,384,047	1,384,047	(0)	1,384,047	1,436,034	(51,987)	1,384,047		106,167			1,490,214	
5-2006 - Debt Charges - Interest	625,730	591,812	33,918	625,730	573,532	52,198	625,730		(106,601)			519,129	
<b>Total 8-Debt Charges</b>	<b>2,009,777</b>	<b>1,975,859</b>	<b>33,918</b>	<b>2,009,777</b>	<b>2,009,566</b>	<b>211</b>	<b>2,009,777</b>		<b>(434)</b>			<b>2,009,343</b>	
<b>8-Transfers To</b>													
5-2001 - Transfer To Capital	250,000	42,055	207,945	250,000	-	250,000	250,000					250,000	
5-2002 - Transfer To Reserve	746,117	1,260,959	(514,842)	708,110	1,246,840	(538,730)	708,110		(53,742)		(48,000)	606,368	
<b>Total 8-Transfers To</b>	<b>996,117</b>	<b>1,303,014</b>	<b>(306,897)</b>	<b>958,110</b>	<b>1,246,840</b>	<b>(288,730)</b>	<b>958,110</b>		<b>(53,742)</b>		<b>(48,000)</b>	<b>856,368</b>	
<b>Total Expenses</b>	<b>7,093,959</b>	<b>7,290,777</b>	<b>(196,819)</b>	<b>7,093,959</b>	<b>7,150,310</b>	<b>(56,351)</b>	<b>7,093,959</b>					<b>7,093,959</b>	
<b>Net Operating Budget</b>	<b>(0)</b>	<b>0</b>	<b>(1)</b>	<b>(0)</b>	<b>(1)</b>	<b>0</b>	<b>(0)</b>					<b>0</b>	