



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF CORPORATE SERVICES

Mission Statement: As stewards of the Town of Amherstburg, we strive to improve the quality of life of all residents through the delivery of effective, efficient, and affordable services.

Author's Name: Tracy Prince	Report Date: January 13, 2025
Author's Phone: 519 736-0012 ext. 2254	Date to Council: January 27, 2025
Author's E-mail: tprince@amherstburg.ca	Resolution #:

To: Mayor and Members of Town Council

Subject: 2025 Final Approved Operating & Capital Budgets

1. RECOMMENDATION:

It is recommended that:

1. The 2025 Operating Budget **BE ADOPTED** and the 2025 total own purposes tax levy of \$33,746,556 including \$32,281,600 general levy and \$1,464,956 special capital levy, **BE APPROVED**; and,
2. The 2025 5 year Capital Budget **BE ADOPTED**, with \$13,555,200 in capital projects for 2025 **BE APPROVED**, with expenditures in years 2026 to 2029 approved in principal; and
3. Administration **REPORT BACK** with a Final Levy By-law for adoption of the 2025 tax rates, based on the approved 2025 own purposes tax levy and tax policy updates approved by County Council.

2. BACKGROUND:

Council, at its meetings of December 9th and 10th 2024, undertook deliberation of and resolved through various motions that the 2025 Operating Budget and 2025 5-year Capital, as amended, be approved in principle.

Council throughout the year has preapproved capital projects that are included in the 2025 5-year Capital Budget, these council reports are:

20240812-017 – Centennial Park redevelopment commitment.

20240812-019 – Replacement of Aerial Apparatus, committing funds across future years to ensure funding for replacement.

3. DISCUSSION:

The 2025 Draft Budget recommended a total 2025 own-purposes levy increase of \$2,633,058. During the Council’s deliberations, the following adjustments were made to the recommended budget levy (appendix A):

Deliberated Summary of Changes to the 2025 Operating Budget
Changes By Council

Deliberated Summary of Changes to the 2025 Operating Budget		
Changes by Council		
Clerks	OT	\$ 3,000
HR	Recruitment	\$ 9,600
COU-001	Increase to Council – Waiver of Fees	\$ (2,000)
FIR-003	Employee Rewards & Retirement	\$ 500
FAC-005	Close Libro Centre Building on Holidays (Family Day, Easter Monday, Civic Holiday, Remembrance Day, Canada Day, 2 full days prior to New Years Day)	\$ 21,600
FAC-006	Libro Centre Building – Reduce hours of Operating during summer months	\$ 24,700
	Reduction to Expenditures	\$ 57,400
	Reducing the levy increase to:	\$ 2,575,658

Council reduced the proposed expenditures by \$57,400 effectively reducing the average tax rate calculation presented from 5.30% to 5.12% based on the Weighted Assessment as of Oct. 31, 2024.

The 2025 Operating Budget is inclusive of the digital sign revenue confirmed to be \$20,000 gross revenue included in Issue Paper EDV-001, the RFP is still pending final results and a report will come forward to Council.

After budget deliberations a meeting was held by Essex County with County Treasurers & Tax Collectors about changes to the County Tax By-laws this will impact the weighted assessment and the Average Tax Rate Calculation as presented in the Operating Budget. The recommendation going forward to County Council on Feb 5, 2025 will have an impact on the Average Tax Rate Calculation as their decision will impact the Weighted Assessment, this number is used to calculate the Average Tax Rate and the resulting percentage tax increase.

Effective January 1, 2025, a new property class for aggregate extraction sites will be introduced. This class aims to manage tax rates for properties used for extracting aggregates (gravel, sand and stone) and streamline the taxation system for these properties. A \$6 million overall tax reduction has been allocated, divided evenly between municipal tax (\$3M) and education tax (\$3M). The transition will involve setting municipal tax ratios and education tax rates in a way that ensures

a sustainable framework for both municipalities and aggregate extraction businesses. Ontario Regulation 510/24 establishes the transition tax ratio for each municipality, while Ontario 509/24 allows for a municipal tax ratio range of 0.6 to 1.1.

At this time Administration does not have the final average tax rate and will provide that percentage once County Council has approved the 2025 Tax Policy.

The 2025 Draft 5-year Capital Budget recommended a total of \$13,805,200 in capital projects for the 2025 fiscal year inclusive of reports list above. Further to Council’s Deliberation, the following adjustments were made to the recommended projects:

2025 Capital Budget Changes

Budget Centre	Budget Issue Paper	Description	Increase/ (Decrease)
Parks	Par-008-23	Libro Skate and BMX Amenities	(250,000)

Adjusted 2025 Capital Budget \$13,555,200

4. RISK ANALYSIS:

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

The 2025 Budget, as amended, includes funding consistent with the recommendations in the Town’s Asset Management Plan (AMP) for **taxation** funded assets. Failure to fund the AMP poses a risk to future user rate stability due to impacts of funding demands for capital maintenance and renewals and the Town’s obligation to comply with legislation requiring a fully funded AMP.

5. FINANCIAL MATTERS:

The total own purposes tax levy is \$33,746,556 including \$32,281,600 general levy and \$1,464,956 special capital levy.

The 2025 tax rates will be included in a further report to Council recommending approval of a Final Levy By-law, and will be affected by the Tax Policy approved by County Council February 5, 2025.

6. ASSET MANAGEMENT IMPACTS:

The 2025 Budget, as amended, includes funding consistent with the recommendations in the Town’s Asset Management Plan (AMP) for **taxation** funded assets. The approval of

the Operating and Capital Budgets supports funding for future lifecycle maintenance and planning for replacement of the Town's Infrastructure.

7. CONSULTATIONS:

Deputy CAO
Deputy Treasurer
Senior Management

8. CORPORATE STRATEGIC ALIGNMENT:

Vision: Preserving our past while forging our future.

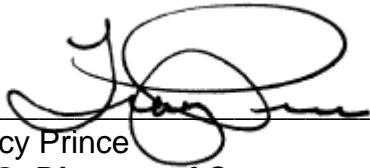
<i>Amherstburg Community Strategic Plan 2022 - 2026</i>	
<p style="text-align: center;">PILLAR 1 Deliver Trusted & Accountable Local Government</p> <ul style="list-style-type: none"> <input type="checkbox"/> Improve trust between council and staff, and residents, by strengthening governance and internal accountability structures. ✓ Deliver transparent and efficient financial management. <input type="checkbox"/> Increase effective communication and engagement with residents. <input type="checkbox"/> Develop our staff team, resources, and workplace culture. <input type="checkbox"/> Continue to deliver strong core municipal services. <input type="checkbox"/> Ensure Amherstburg is an inclusive accessible and welcoming community committed to reconciliation. 	<p style="text-align: center;">PILLAR 3 Encourage Local Economic Prosperity</p> <ul style="list-style-type: none"> <input type="checkbox"/> Encourage development of commercial and industrial lands. <input type="checkbox"/> Continue to promote local tourism industry, especially overnight accommodation. <input type="checkbox"/> Continue to facilitate downtown development for residents and visitors. <input type="checkbox"/> Continue to leverage partnership opportunities with other provincial, federal, and local governments, agencies, and organizations.
<p style="text-align: center;">PILLAR 2 Invest in Community Amenities and Infrastructure</p> <ul style="list-style-type: none"> <input type="checkbox"/> Maintain safe, reliable and accessible municipal infrastructure and facilities. <input type="checkbox"/> Increase access to recreation opportunities for all ages. <input type="checkbox"/> Finalize and execute plans for town-owned lands (e.g. Duffy's site, Belle Vue) <input type="checkbox"/> Create public access to water and waterfront <input type="checkbox"/> Prioritize opportunities to reduce environmental impacts of Town 	<p style="text-align: center;">PILLAR 4 Shape Growth Aligned with Local Identity</p> <ul style="list-style-type: none"> <input type="checkbox"/> Define and communicate a vision for the Town's future and identity. <input type="checkbox"/> Promote and plan for green and "climate change ready" development. <input type="checkbox"/> Review and implement policies that promote greater access to diverse housing. <input type="checkbox"/> Protect the Town's historic sites and heritage.

operations and increase Town resilience to climate change.

Preserve the Town's greenspaces, agricultural lands, and natural environment.

9. CONCLUSION:

The 2025 Operating Budget and 2025 Capital Budget are recommended for adoption.



Tracy Prince
CFO, Director of Corporate Services/Treasurer

Report Approval Details

Document Title:	2025 Final Approved Operating Budget.docx
Attachments:	- FINAL - Approved 2025 Operating Budget RM bookmark.pdf - Approved 2025 Capital Budget - Full File RM.pdf
Final Approval Date:	Jan 15, 2025

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



Valerie Critchley



Kevin Fox