

Town of St. Marys
MUNICIPAL BUDGET

Draft 2025





TO: Mayor Strathdee and Members of Council

FROM: Brent Kittmer, Chief Administrative Officer

DEPARTMENT: Administration

DATE: October 3, 2024

SUBJECT: 2025 Draft Operating and Capital Budget – CAO Message

Council,

Staff are pleased to present the 2025 draft operating and capital budget for review. The budget that you will find in this comprehensive binder is a culmination of Council and staff's efforts through the summer months to establish the priorities for the community and the corporation.

Through process of priority setting, Council directed staff to table a budget with a target of a 4-5% increase. As Council knows, the Town's budget process has matured, and is rooted in developing an annual budget that aims to deliver existing service levels in the most cost-efficient manner. The senior team's approach each year is to budget for Council's priorities and to avoid presenting new service level increases unless they have been previously considered by Council. In addition, staff complete a rigorous line-by-line review of the budget to ensure that the amounts we are budgeting are in line with trends observed or known changes.

Because of these efforts, I can assure Council that the 2025 budget meets the goal for it to be responsible and to cost efficiently deliver the existing service level. For 2025, a strategic decision has been made in how the Town budgets. Mr. Morin will go into more depth in his analysis, but for 2025 the Town has moved forward to apply administration charges to its cost centers. This strategic move allows for the Town to clearly show the actual cost of providing services across the corporation. It also allows the Town to recover administration costs from those cost centers where an external revenue source is available.

As presented, the 2025 levy funded operating budget requires an additional \$868,715 to balance. In former years, this would have represented a 4.24% net levy increase after growth. However, applying administration charges to all cost centers allows the Town to recover some of these costs, which reduces the levy funded cost increase to **\$625,802**. Factoring in growth of **\$228,000**, the net levy increase in the 2025 draft operating budget is **\$2.63%**.

Although the Town's costs are increasing in 2025 as compared to 2024, the Town's diligent budget process and review of services continues to have a positive impact on the budget. Overall, the Town's tax increase is projecting to be less than many of our peers in the region. In the pages after this introduction Mr. Morin provides an excellent and detailed overview of the factors which are affecting the 2025 budget. Highlights on key cost increases are shown below:



- Staffing cost increases have increased due to two main drivers:
 - A COLA increase of 3%, combined with budgeted step increases for qualifying staff, represents an increase of \$410,369 to the wage grid.
 - Requested staff increases represent an increase of \$117,500. The net impact of these new requests is \$76,500 after funding is factored in. Further information about these proposed changes is detailed in a staff report appended to this letter.
- As per the Town's Reserve Policy, transfers to reserve have been increased by \$177,986.
- External transfers are again having an impact on the Town's budget. The Town's external service providers are forecasting large increases again, resulting in a \$226,744 impact to the Town's operating budget.

With respect to the 2025 draft capital budget, the senior team's approach each year is to develop a capital budget that reflects the Town's goals and strategies of proactive asset management. Each project included in the capital budget has been vetted through an evidence-based and data-driven approach so that Council can be confident they are justified as projects that represent an advancement of Council's strategic plan(s), are rooted good asset management practices, and/or prepare the community for future growth. This process has resulted in a capital budget totaling **\$6,943,500** in new spending.

The budget process for 2025 will begin with a review of the capital budget first. The operating budget and external transfers budget will be discussed after, and it is staff's goal that the full budget package receives final approval by the end of the year.

As we move through the budget process, staff are prepared to report back on any item as requested by Council. Staff respectfully asks that all requests for a report back be made by resolution of Council to ensure that each request is tracked and completed.

Respectfully submitted,

Brent Kittmer, Chief Administrative Officer



FORMAL REPORT

To:	Mayor Strathdee and Members of Council
Prepared by:	Brent Kittmer, Chief Administrative Officer
Date of Meeting:	15 October 2024
Subject:	ADMIN 55-2024 Supplemental Information Regarding Staffing Changes Included in the 2025 Budget

PURPOSE

The purpose of this report is to provide Council with a further explanation and rationale for the staffing related costs increases that are included in the 2025 draft operating budget.

RECOMMENDATION

THAT ADMIN 55-2024 Supplemental Information Regarding Staffing Changes Included in the 2025 Budget be received for information.

REPORT

During each budget year, Council typically requests a detailed explanation of any staffing related charges or costs increases that are planned for in the budget. For almost all departments, staffing costs will increase in 2025 as compared to 2024. This is a result of qualifying staff receiving a “step increase” for successful performance, and a result of applying a 3% cost of living adjustment to the wage grid across the corporation.

This report has been developed to provide Council with a more detailed explanation of the staffing changes and costs increases that are included in the 2025 operating budget that are not related to wage grid increases.

Council is not being asked to deliberate or approve/deny the staffing changes through this report. It is the CAOs expectation that those discussions will take place as the Director’s provide their operating budget overviews.

Building and Development

Within the 2025 Building and Development operating budget \$75,000 has been included to re-establish the 1.0 full time equivalent (FTE) Planning Coordinator position which existed prior to 2020, while retaining a Building Assistant position. As Council may recall, since 2020 Public Works and Planning shared a coordinator position, and shared an assistant position. When the incumbent left the coordinator position, a decision was made to assign a 1.0 FTE coordinator to Public Works, and a 1.0 FTE assistant to Building and Development.

With a slight downturn in planning applications, the FTE assistant role in the department has been deployed to supporting building department function with success. With a trend of planning applications now increasing, along with a need for capacity to support implementation and administration of the Town’s CIP and housing action plan, it is proposed to recruit for a Planning Coordinator and retain an assistant position assigned to the building department.

The departmental budget has \$100,000 assigned to support the Town's housing strategy. The \$100,000 is currently not being fully spent, with approximately \$15,000 - \$20,000 allocated to the Town's Housing Consultant with the balance being reserved to fund initiatives as they arise. The housing budget has been underutilized, so \$20,000 has been removed and has been "allocated" to the staffing budget as the Planning Coordinator will help support the administration and implementation of the Housing Action Plan. This step helps to smooth out the impact of the increased staffing budget so that the net financial impact is \$55,000.

Rationale:

Prior to 2013, the Building Department did have an assistant position assigned to it, along with a Planning Coordinator supporting the planning side of the division. However, a decision was made by the administrator at the time to remove this position, and to reassign it to Town Hall. The Building Department did not see a corresponding reduction in duties, and the functions formerly completed by the assistant were absorbed by the Building Inspector and the CBO. Over time, the "back of house" work formerly completed by the assistant became less of a priority as the department focused on the need to review and issue building permits. Although much of the work of the Building Department is not always obvious, Council will have observed some of the consequences of this resources issue, for example, public concerns expressed about the length of time it took to resolve property standards complaints.

In 2020, the Town hired KPMG to complete an organizational process efficiency review. At the time of the report, the Planning Coordinator role was vacant, and there was a recommendation that the Town create two shared positions between Public Works and Planning/Development: the Public Works and Planning Coordinator, and the Public Works and Planning Assistant. The rationale was that this hybrid approach should result in organizational efficiencies given the close association of these departments in the planning and infrastructure management processes. It was acknowledged at the time that there was a risk in the approach as hybrid positions and reporting relationship can be a challenge for the staff in the roles.

Over time, the feedback from the staff filling the positions was the hybrid approach was not necessarily working. When the Public Works/Planning Coordinator role became vacant in 2023 a decision was made to return to the former structure with each of Public Works and Planning having their own dedicated staff member.

At the time, the decision of the Building and Development division was to assign their staff capacity to assist the Building side of the department. This approach has been successful in resourcing the "back of house" functions, and in essence, the plan put forward in the 2025 budget amounts to a plan to continue to resource staffing capacity to assist the building department, and to add new staffing capacity to refill the former Planning Coordinator role. To help Council better understand the rationale, an explanation of the benefits of both positions is below.

Retaining Building Department assistance is essential due to the role they play in ensuring the efficient and accurate handling of building-related processes. They administer a wide range of tasks, including receiving and inputting building applications into Cloud Permit, verifying application accuracy, and communicating with applicants to resolve missing items or payments. The position is also responsible for tracking financial deposits, water meter paperwork, and ensuring that all permit conditions are met before issuing refunds for completed building projects. Their ability to support inspections and coordinate with external inspectors ensures that building applications progress smoothly and within regulatory requirements, saving significant time and resources for both the department and applicants.

In addition to building-related tasks, the role's functions also extend to supporting property standards, procurement, and parks booking. The role assists with administering property standards complaints, coordinating with bylaw officers to resolve compliance issues, and ensuring that complaints are thoroughly tracked and reported. Their role in the procurement process, from creating tender documents to managing contractor paperwork, ensures compliance and efficiency. Furthermore, the

position has been assigned the task of administering the logistics of parks bookings, coordinating with multiple departments to confirm event details.

The addition of a Planning Coordinator back to the Building and Development team is critical for ensuring the efficient and timely handling of various planning processes that have grown increasingly complex and time-sensitive, particularly due to added complexities from Bill 109 and other recent changes to the Planning Act. All orders of government recognize affordable housing as a top priority, making it essential for the Town to have effective planning processes, policies, and procedures in place. This readiness is crucial for quickly adapting to changes at the federal and provincial levels, enabling the Town to effectively address and capitalize on housing opportunities.

Currently, many strategic and day to day responsibilities are shared between the Planner and the Director, with occasional support from the Building Inspector and assistant staff. This division of tasks has created significant challenges, particularly as the Planner is often pulled away from vital policy-related work to manage every day administrative duties. A dedicated Planning Coordinator would alleviate this pressure, ensuring that planning applications, Community Improvement Plans (CIP), and routine inquiries are handled efficiently, allowing the Planner to focus on higher-level work.

Without a dedicated Planning Coordinator, the department risks experiencing delays in processing tasks, such as the administration of the CIP, timely responses to planning inquiries, and managing smaller yet essential duties like closing out Site Plan Agreements and issuing security refunds. These delays could lead to frustration among applicants, developers, and residents, while also increasing the workload on existing staff. A Planning Coordinator would streamline operations by taking on these administrative functions, improving response times, and ensuring that both major and minor tasks are completed in a timely manner. With the added complexities introduced by Bill 109 and recent changes to the Planning Act, the Planning Coordinator role becomes even more vital for ensuring compliance and effectively navigating the evolving planning landscape. Ultimately, the Planning Coordinator will enhance the Town's overall productivity for development and help the team advance key policy objectives related to housing.

In the event that Council cannot support the budget request, the plan would be to move forward and commit staffing capacity to the Planning Coordinator role. This would mean the current capacity committed to supporting the Building department would be re-directed to the planning functions of the department. The consequences would be that the workload on existing Building staff would increase, potentially leading to delays, and decreased ability to be proactive in areas like by-law enforcement etc.

This resourcing decision would be made because the consequences of not re-establishing the Planning Coordinator role are viewed as more significant. If the Planning Coordinator position remains unfilled, it will lead to delays in managing the planning tasks identified earlier, placing the burden on the contact planner and the Director. The most noticeable delays would occur in response times to general enquires, and the administration of the Community Improvement Plan (CIP). This situation could make it harder for the Town to achieve its planning goals and negatively impact developers and residents who need timely approvals, especially for housing projects. Additionally, smaller tasks, such as response times on general inquiries, closing out Site Plan Agreements, and processing security refunds, will also be delayed. The challenges brought on by Bill 109 make having a dedicated Planning Coordinator even more necessary. Without this role, the department risks falling behind on important compliance issues and struggling to keep up with the evolving requirements of the Planning Act. These delays could create bottlenecks in project timelines, frustrate applicants, and ultimately harm the Town's reputation for being efficient and responsive in its planning processes, especially in addressing the urgent need for affordable housing solutions.

Community Services

Recreation Services

During their review of the budget, Council will note that the wages and benefits line of the Recreation Department has increased above and beyond the amount of COLA plus step increases.

Budget allocations for Recreation Attendant wages were increased in both the Youth Centre and Camp PRC expense lines due to increased demands for programs and services. In summer 2023 and earlier, Camp PRC hosted a maximum of 30 campers per day. This has increased, and Camp PRC hosted 48 campers per week in the 2024 season and expect this trend will continue or expand in 2025 and beyond. Similarly, membership numbers and daily attendance in the St. Marys Youth Centre have increased. Membership numbers have risen from 73 in the 2022/2023 school year to 90 in the 2023/2024 school year. In addition, the members are visiting the centre more frequently, therefore requiring more staff to be present on site. This increase in membership and participation required staffing levels to rise accordingly to ensure adequate supervision and staff:participant ratios.

For both Camp PRC and the Youth Centre, increased revenues have been budgeted for to help offset staffing cost increases.

Senior Services

Since re-opening from COVID, the Friendship Centre has experienced an increase in patronage. With a maturing population, this patronage is forecasted to only increase. Accordingly, Council has adopted a 2025 strategic priority to complete a departmental review to consider a 5 – 10 year outlook to determine how best to meet these needs within the existing staff complement.

It is staff's vision that this review will consider how partnerships, grants, and funding can be leveraged to help offset the cost and staff capacity needs for any expansion of services. When Council reviews the 2025 operating budget, they may note that staff have budgeted for an expanded provincial funding allocation to help offset the increased service demands. This increased revenue will be used to fund the corresponding increases that Council will note in the wages and benefits line of this department.

In terms of timing, the Recreation, Leisure and Culture Master Plan is well underway, and schedule to be completed late 2024/early 2025. The recommendations of this plan will help drive the Senior Services review. Once finalized, the actual services and staffing changes will be presented to Council.

Corporate Services

In 2021, the Town, in partnership with the Library, launched the Yak Shack program, a free kayak borrowing system designed to promote outdoor recreation. The program currently operates six kayaks, available for two-hour increments, six days a week, during Library operating hours. To borrow a kayak, patrons must visit the Library to check out the key, safety kit, and life jackets, while also presenting ID and signing a waiver.

Since its launch, the Yak Shack program has been very well-received, with increasing demand and positive feedback from the users. However, with the growth in popularity, several operational challenges have become apparent, particularly related to safety, equipment maintenance, and the experience of users. A recurring suggestion from participants is the need for a dedicated staff member stationed at the Flats to handle on-site operations and enhance the service.

Rationale:

1. Increased Efficiency & Safety:

Currently, there is no direct monitoring of users once they leave the Library with the kayak equipment. An on-site staff member could ensure proper usage, monitor safety on the river, and promptly address any equipment repairs or deficiencies that arise, significantly improving the overall experience for users.

2. **Addressing Feedback and consistency:**

Users have consistently commented that having someone at the Flats would streamline the process. An on-site staff member would ensure kayaks are returned and locked properly, assist with bookings and cancellations, and answer any inquiries. This would address the logistical issues of traveling back and forth to the Library and improve the program's accessibility and responsiveness. It would also address the need for consistent information amongst staff in regard to the program. Because so many have to implement and interact with the program and patrons sometimes information can be flawed.

3. **Expanded Hours & Service Flexibility:**

With recent changes to Library hours, the availability of kayaks has become more limited, especially on Saturdays and Sundays, which are high-demand days for recreational activities. By positioning staff at the Flats, we can extend operating hours beyond the Library's schedule, increasing the program's capacity to serve residents and visitors when demand is highest. There will also be an opportunity to consider expanding the program to include other types of equipment rentals like bicycles, stand-up paddle boards, etc.

4. **Tourism and Community Engagement:**

In addition to managing kayak operations, a staff member could serve a dual role as a secondary tourism information point, providing visitors with information about local attractions, events, and services. This dual functionality would increase the Town's capacity to support tourism, enhancing visitor experiences at one of our most scenic and recreationally important locations.

Stationed at the Flats, the seasonal staff member would be operating out of a portable shed (which could also be utilized as a market booth for seasonal events).

• **Job functions:**

- Ensure proper kayak usage and adherence to safety protocols.
- Monitor and maintain kayak equipment, reporting and addressing any deficiencies.
- Handle real-time inquiries, bookings, and cancellations.
- Provide information on local tourism attractions and events.
- Extend kayak availability by operating outside of Library hours.
- Assist with promotion of the program.

The Yak Shack has become a valued recreational asset for residents and visitors alike. By investing in a dedicated staff member at the Flats, we can enhance safety, meet user needs more effectively, and improve overall service quality while simultaneously increasing our capacity to engage with tourists. The proposed staffing would not only make the Yak Shack program more efficient and sustainable but also contribute to the broader goal of promoting outdoor activity and tourism in St. Marys.

The cost of a summer student is estimated at \$10,000. The one-time cost of a small shed is estimated at \$4,000 and may be less if a partnership can be found with a local school or group for donations. The ongoing costs are recommended to be funded through charging a small fee for the kayak rentals of \$10.00 per use. Based on historical bookings and a 75% usage rate, the estimated annual revenue is calculated at \$10,000 – enough to fund the student wages. The operating revenue and costs have been included in the 2025 draft budget.

Fire

The 2025 operating budget includes \$21,443 to add 10 hours per week to create the position of Assistant to the Chief. If approved, this role would be posted internally with an expectation that it would be filled by a current member of the volunteer fire fighters (in addition to their regular fire fighter duties).

The 2019 Fire Master Plan identified areas of concern such as administration, training and public education. Since 2016 the Fire Chief has had the sole responsibility for these areas and as an initiative to improve the way the department currently operates, the Chief is requesting an Assistant to the Fire Chief to enhance the organization.

Reporting to the Fire Chief, the primary responsibility of the Assistant to the Chief would be to support all department training, administration, operations, and public education programs. The Assistant to the Chief would work closely with Fire Chief, however would have some independent responsibility for carrying forward the work of the fire department in accordance with the plans, policies and objectives of the Fire Chief. The primary focus of this position would be to assist with the development, implementation, and review of programs and services in the Fire Department and to provide administrative support to the Director of Emergency Services/Fire Chief.

Some major task assignments are as follows:

- Gather information and create Pre-Fire Plans for industrial buildings, schools, long term care facilities.
- Update the current 240 Fire Department Standard Operating Guidelines (SOG's) and create new ones.
- Conduct vehicle and equipment inspections and maintenance to eliminate the current practice of 12 (Maintenance Nights) per year and using those nights a Training Nights.
- Assist with the development of a more robust Master Training Plan by coordinating with other Perth County Training Officers.
- Provide assistance with Public Fire Safety Education functions throughout the year.
- Enter data (Emergency Responses/Training) into FirePro in the absence of the Fire Chief.

FINANCIAL IMPLICATIONS

As described in each sub-section.

SUMMARY

This report has been developed to provide Council with a more detailed explanation of the staffing changes and costs increases that are included in the 2025 operating budget that are not related to wage grid increases.

Council is not being asked to deliberate or approve/deny the staffing changes through this report. It is the CAOs expectation that those discussions will take place as the Director's provide their operating budget overviews.

STRATEGIC PLAN

As noted throughout.

OTHERS CONSULTED

Jennifer Knechtel, Director of Human Resources

Andre Morin, Director of Corporate Services/Treasurer

Grant Brouwer, Director of Building and Development

Stephanie Ische, Director of Community Services

Richard Anderson, Director of Emergency Services/Fire Chief

ATTACHMENTS

None.

Draft 2025 Operating and Capital Budget Town of St. Marys

Preliminary Information:

The details of the draft 2025 operating and capital budget follow this preliminary information. The changes from 2024 can be summarized at a high level as follows:

Major Budget Factors	Net Budget Impact	% Tax Levy Impact	Commentary
Wages and Benefits	\$410,369	2.76%	This change includes the estimated cost of living increase, staff wage step increases, and estimated employee statutory and health benefit changes
External Transfers	\$226,744	1.52%	The Town receives many services from outside partners. These are the current estimates based on the most up to date information and a slight increase in the Town's shared services apportionment calculation. Includes: Conservation Authority, Public Health Unit, Stratford Social Services, County EMS and Spruce Lodge.
Tax funded Operating revenue and expenditure changes	-\$22,884	-0.15%	Staff detailed review of revenue and expenditure estimates to meet obligations and service levels for 2025.
Internal Transfer to Self-Funded Departments	-\$242,913	-1.63%	The Town reviewed the internal cost of support services including administration, finance, IT, and human resources and properly allocated to departments that have outside funding relationships. This amount reflects the amount moved to the Water, Wastewater, and Landfill departments that are 100% rate-funded. Details below.
Total	\$371,316	2.50%	

Recommended Service Level Changes	Net Budget Impact	% Change	Commentary
Staffing related changes	\$76,500	0.51%	The staffing recommended changes are detailed in a separate report to Council ADMIN 55-2024
Capital Reserve Increases	\$177,986	1.19%	The Town annual increases the amount of capital funding. In 2024, the Town updated its Asset Management Plan and created a Financing Strategy to close the cumulative funding gap by 2063.
Total	\$254,486	1.70%	
Total Tax Levy Increase	\$625,802	4.20%	

The amount above is the total increase in the amount of municipal property taxes required to fund the Town's operations and capital for 2025 – called the tax levy increase. The property tax bill is calculated using several factors including: property assessment, tax rate for that specific property

tax class (there are different tax rates for different types of property like residential, commercial, industrial, multi-residential, etc.), education rates set by the Province; and in St. Marys specifically we include charges for wheelie bins and BIA fees if applicable. Also, the Town's net growth from new properties from the prior year is also considered. Taking all that into account, the proposed budget will have the following impact on a median residential property in St. Marys in 2025:

**TOWN OF ST. MARYS
2025 DRAFT BUDGET - OCTOBER 15, 2024**

	2024	2025	%	\$
			Increase	Increase
Total Tax Levy	14,894,710	15,520,512	4.20%	\$625,802
¹ 2024 Growth	228,000			
Adjusted Tax Levy	15,122,710	15,520,512	2.63%	\$397,802

TOTAL MUNICIPAL BURDEN ON RESIDENTIAL DWELLING

² Median Municipal Tax - Residential Dwelling	3,598.29	3,692.94	2.63%	\$95
³ Wheelle Bin	127.78	132.89	4.00%	\$5
⁴ Education Tax	403.92	403.92	0.00%	\$0
Total - Property Tax bill	4,129.99	4,229.75	2.42%	\$100
⁵ Water	427.20	434.46	1.70%	\$7
⁵ Wastewater	486.72	508.62	4.50%	\$22
Total - Utility bill	913.92	943.08	3.19%	\$29
TOTAL MUNICIPAL BURDEN	5,043.91	5,172.83	2.56%	\$129

¹ Growth estimated - Final will be known in January 2025

² Municipal Tax (does not include education tax) based on Median Assessment of \$264,000

³ Based on 35 L Wheelle Bin

⁴ Education rates prescribed by Province - draft estimate

⁵ Based on average use of 12 cubic meters per month, Draft rate increase

One of the changes recommended during the pre-budget consultations with Council was to better allocate the cost of administration to the services that are funded by outside sources like user fees, grants, and partners. This does not impact the overall costs, but in some cases shifts how they are funded. As this is the first year of implementation, this leads to a reduction in the amount required from the municipal property tax levy in 2025. The details are summarized in the charts below:

Administrative Costs to be Allocated:

Department	Net Budget
CAO/Clerk	850,839
Finance	762,516
IT	697,599
HR	379,133
Total	\$2,690,087

Department or Service	Adjusted Expenditures	Percentage of Total	Proportional Cost of Admin	Adjustments	Final Allocation
Administration	1,482,972	7.05%	189,732		
Community Services	3,839,512	18.26%	491,228		
Childcare	2,329,615	11.08%	298,051		298,051
Corporate Services	4,157,289	19.77%	531,884		
Fire	553,961	2.63%	70,874		70,874
HR	-	0.00%	-	-	-
Library	670,504	3.19%	85,784		85,784
Adult Learning	144,766	0.69%	18,521		18,521
Public Works	3,154,688	15.00%	403,611		
Building & Planning	1,196,896	5.69%	153,131		
Building Permit	139,176	0.66%	17,806		17,806
Water	1,161,009	5.52%	148,540	- 45,250	103,290
Wastewater	1,374,871	6.54%	175,901	- 47,500	128,401
Solid Waste	820,868	3.90%	105,022		105,022
	21,026,127	100%	2,690,087		827,750

Of the total \$2,690,087 of administrative costs, \$827,750 has been allocated. Of that \$827,750, **\$242,913** has shifted from tax rate funded to rate-based funded. In St. Marys, we have 3 major services that are fully funded by user rates: Water and Wastewater (these are billed by our partner Festival Hydro separately on the users monthly hydro bill); and solid waste fees which are billed at the site per tonnage and by wheelie bin size which is invoiced on the property tax bill as a separate charge depending on the size of the wheelie bin the taxpayer has requested.

To be fully transparent, if this change is not accounted for, the 2025 draft budget would be summarized as follows:

TOWN OF ST. MARYS

2025 DRAFT BUDGET - OCTOBER 15, 2024 - NOT INCLUDING ADMIN CHARGE CHANGE

	2024	2025	% Increase	\$ Increase
Total Tax Levy	14,894,710	15,763,425	5.83%	\$868,715
¹ 2024 Growth	228,000			
Adjusted Tax Levy	15,122,710	15,763,425	4.24%	\$640,715

The rationale for the change in policy is to better reflect and allocate the true cost of services provided by the Town and reflect the cost supported by the property tax base versus those services supported by other revenue sources. The Town will also now have a consistent mechanism to understand the cost of each service, including the cost general administration.



Consolidated - Tax Levy & Self-Funded

2025

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact
Tax Levy				
Tax Levy	- 14,894,710	- 15,520,512	- 625,802	-4.20%
Tax Levy Total	- 14,894,710	- 15,520,512	- 625,802	-4.20%
Revenue				
Grants	- 1,372,722	- 1,405,140	- 32,418	-2.36%
Other	- 438,718	- 457,890	- 19,172	-4.37%
Reserve Transfer	- 506,960	- 551,781	- 44,821	-8.84%
Taxation Supplemental Revenue	- 319,125	- 320,125	- 1,000	-0.31%
User Fees	- 7,974,053	- 8,359,962	- 385,909	-4.84%
Sale of Equipment	- 40,000	- -	40,000	100.00%
Revenue From Municipalities	- 1,857,162	- 1,831,119	26,043	1.40%
Investment Income	- 357,000	- 697,000	- 340,000	-95.24%
Internal Revenue	- 570,500	- 584,000	- 13,500	-2.37%
Rent & Leases	- 46,610	- 47,832	- 1,222	-2.62%
Donations	- 25,750	- 38,250	- 12,500	-48.54%
Revenue Total	- 13,508,600	- 14,293,099	- 784,499	-5.81%
Expense				
Bank Charges	27,500	37,500	10,000	36.36%
Contracted Services	5,202,511	5,191,014	- 11,497	-0.22%
External Transfers	1,402,626	1,566,116	163,490	11.66%
Reserve Transfer	5,028,360	5,269,846	241,486	4.80%
Taxation Expense	124,200	89,200	- 35,000	-28.18%
Repairs & Services	831,679	891,844	60,165	7.23%
Telecommunications	414,840	424,550	9,710	2.34%
Wages & Benefits	10,251,539	10,814,338	562,799	5.49%
Conferences, Seminars & Training	137,705	151,225	13,520	9.82%
Professional Fees	220,300	224,700	4,400	2.00%
DC Town Contribution	52,500	-	- 52,500	-100.00%
Materials & Supplies	670,500	777,621	107,121	15.98%
Advertising, Marketing & Promotion	79,250	80,250	1,000	1.26%
Internal Expense	570,500	584,000	13,500	2.37%
Assessment Services (MPAC)	98,000	100,000	2,000	2.04%
Insurance	247,897	267,899	20,002	8.07%
Debenture Payment	1,260,209	1,536,826	276,617	21.95%
Utilities	1,000,100	976,950	- 23,150	-2.31%
Fuel/Oil	132,750	134,475	1,725	1.30%
Program Expenses	316,560	350,717	34,157	10.79%
Food Costs	197,500	214,250	16,750	8.48%
PCIN	29,217	32,776	3,559	12.18%
Capital Book Purchases	62,762	53,570	- 9,192	-14.65%
Other Collections	14,305	7,944	- 6,361	-44.47%
Bar Profit Share	30,000	36,000	6,000	20.00%
Expense Total	28,403,310	29,813,611	1,410,301	4.97%
Interfunctional Charges				
Internal Expense	349,200	833,609	484,409	-138.72%
Internal Revenue	- 349,200	- 833,609	- 484,409	-138.72%
Interfunctional Charges Total	-	-	-	0.00%
Grand Total	-	-	-	0.00%



Town of St. Marys
Reserves & Reserve Funds

JANUARY TO DECEMBER, 2025											
Open Bal Estimated	Transferred In-8520				Transferred Out-4562				Closing Bal Budget		
	Acct	Actual	Budget	Comments	Acct	Actual	Budget	Comments			
Total Reserves:											
WORKING FUNDS:											
01-0800-3005	Working Funds (surplus) (FIR - 5010)	1,517,391.88	-	5,000		-	120,000		1,402,391.88		
					01-0900-3810			2024 Surplus (Deficit)			
					01-1500-8520	1,250		Q1 HR Market Survey - Budget Transfer	01-1200-4562	27,500	Q1 PC Connect - Budget Transfer
					01-1500-8520	1,250		Q2 HR Market Survey - Budget Transfer	01-1200-4562	27,500	Q2 PC Connect - Budget Transfer
					01-1500-8520	1,250		Q3 HR Market Survey - Budget Transfer	01-1200-4562	27,500	Q3 PC Connect - Budget Transfer
					01-1500-8520	1,250		Q4 HR Market Survey - Budget Transfer	01-1200-4562	27,500	Q4 PC Connect - Budget Transfer
									01-1500-4562	2,500	Q1 Market Survey - Budget Transfer
									01-1500-4562	2,500	Q2 Market Survey - Budget Transfer
									01-1500-4562	2,500	Q3 Market Survey - Budget Transfer
									01-1500-4562	2,500	Q4 Market Survey - Budget Transfer
Sub-Total: Working Funds		1,517,391.88	-	5,000.00			120,000.00		1,402,391.88		
CURRENT PURPOSES:											
01-0800-3004	Tax Stabilization (FIR - 5091)	654,976.23	-	-					654,976.23		
01-0800-3007	Reserve for Insurance Claims (insurance claims deductible) (FIR - 5070)	335,291.31	-	-	01-1300-8520			2025 Surplus (Deficit)	335,291.31		
01-0800-3008	Health Care Benefit (FIR 5205)	36,663.80	-						36,663.80		
01-0800-3021	Reserve for Police Capital	119,318.00	-	35,000			80,000		74,318.00		
					01-2200-8520	8,750		Q1 Budget Transfer	01-9XXX-4562	80,000	Police Cruiser
					01-2200-8520	8,750		Q2 Budget Transfer			
					01-2200-8520	8,750		Q3 Budget Transfer			
					01-2200-8520	8,750		Q4 Budget Transfer			
01-0800-3046	Curling Club (per agree - R&M and capital) (FIR 5274)	23,549.30	-	3,500			5,000		22,049.30		
					01-7390-8520	875		Q1 Budget Transfer	01-9XXX-4562	5,000	Lind Sportsplex Lounge Floor
					01-7390-8520	875		Q2 Budget Transfer			
					01-7390-8520	875		Q3 Budget Transfer			
					01-7390-8520	875		Q4 Budget Transfer			
01-0800-3050	Library (ILS / major library facility repairs) (FIR 5275)	169,621.00	-	2,596			2,500		169,717.00		
					01-7410-8520	649		Q1 Budget Transfer			
					01-7410-8520	649		Q2 Budget Transfer	01-7500-4562	2,500	Use of Adult Learning Carryforward
					01-7410-8520	649		Q3 Budget Transfer			
					01-7410-8520	649		Q4 Budget Transfer			
					01-7410-8520			Surplus Donations - 2024			
					01-7500-8520			Adult Learning Carryforward			
01-0800-3054	Museum Donations (bequest) (FIR 5276)	51,328.14	-	-			22,000		29,328.14		
							22,000		01-9XXX-4562	22,000	Cultural Services - Heritage Signage
01-0800-3062	Home Support (surplus from past - draw down)	46,002.48	-	-					46,002.48		



Town of St. Marys
Reserves & Reserve Funds

JANUARY TO DECEMBER, 2025									
Open Bal Estimated	Transferred In- 8520				Transferred Out-4562				Closing Bal Budget
	Acct	Actual	Budget	Comments	Acct	Actual	Budget	Comments	
	<i>with capital purchases) (FIR 5255)</i>								
01-0800-3065	Daycare <i>(to cover health & safety issues)</i> <i>(FIR 5255)</i>	281,745.52	-	-			50,000		231,745.52
	01-6300-8520			Q1 Budget Transfer	01-9XXX-4562		25,000	Daycare Outdoor Repairs	
	01-6300-8520			Q2 Budget Transfer	01-9XXX-4562		25,000	Interior Painting	
	01-6300-8520			Q3 Budget Transfer					
	01-6300-8520			Q4 Budget Transfer					
01-0800-3075	Reserve for Friendship Centre <i>(special projects) (FIR 5266)</i>	3,770.00	-	-					3,770.00
01-0800-3085	Community Improvement Plan Revitalization <i>(economic development)</i>	48,191.44	-	-				2025 CIP Deficit (Using 2021 Surplus)	48,191.44
01-0800-3093	Cemetery <i>(FIR 5205)</i>	62,282.14	-	-					62,282.14
01-0800-3094	Legal	12,248.89	-	-					12,248.89
				2024 Surplus (Deficit)					
01-0800-3095	Municipal Elections	62,310.00	-	15,000					77,310.00
	01-1200-8520			3,750 Q1 Budget Transfer					
	01-1200-8520			3,750 Q2 Budget Transfer					
	01-1200-8520			3,750 Q3 Budget Transfer					
	01-1200-8520			3,750 Q4 Budget Transfer					
Sub-Total: Current Purposes		1,907,298.25	-	21,096			159,500		1,803,894.25
CAPITAL PURPOSES:									
01-0800-3009	Reserve for Modernization <i>(FIR 5205)</i>	89,000.00	-	-					89,000.00
01-0800-3010	Reserve for Municipal Facilities <i>(remainder - school sale proceeds)</i> <i>(FIR 5205)</i>	359,083.23	-	45,000					404,083.23
	01-1900-8520			11,250 Q1 Budget Transfer					
	01-1900-8520			11,250 Q2 Budget Transfer					
	01-1900-8520			11,250 Q3 Budget Transfer					
	01-1900-8520			11,250 Q4 Budget Transfer					
01-0800-3012	General Capital Reserve <i>(FIR 5205)</i>	4,237,252.95	-	1,825,668			3,982,150		2,080,771.02
	01-1300-8520			397,634 Q1 Budget Transfer			12,000	Concrete Block Repairs	
	01-1300-8520			397,634 Q2 Budget Transfer			25,000	Exhaust Fan Replacements	
	01-1300-8520			397,634 Q3 Budget Transfer			15,000	Lennox Furnance Replacement	
	01-1300-8520			397,634 Q4 Budget Transfer			125,000	Pool - Replacement of Natatorium Components	
	01-1300-8520			58,783 Q1 Investment Revenue			40,000	Rink 2 Evaporator Gasket Replacement	
	01-1300-8520			58,783 Q2 Investment Revenue			10,000	Solis Park Diamond Upgrades	
	01-1300-8520			58,783 Q3 Investment Revenue			150,000	Arena Skating Tile	
	01-1300-8520			58,783 Q4 Investment Revenue			15,000	Youth Centre Floor Replacement	
							7,500	FC Furniture Replacement	
							75,000	PRC Splashpad	
							225,000	PRC Generator	



Town of St. Marys
Reserves & Reserve Funds

JANUARY TO DECEMBER, 2025									
Open Bal Estimated	Transferred In-8520				Transferred Out-4562				Closing Bal Budget
	Acct	Actual	Budget	Comments	Acct	Actual	Budget	Comments	
								5,000 Museum Kitchen	
								50,000 Energy Efficiency Upgrades	
								10,000 Exterior Paint - Cemetery Chapel	
								5,000 Library Basement Drainage	
								5,000 Lind Sportsplex Lounge Floor Replacement	
								25,000 MOC Admin Parking Lot Replacement	
								15,000 Mercury Theater Renovation - Architecture	
								15,000 Chapel Roof	
								15,000 Gallery Floor Replacement	
								10,000 Carpet Replacement - Green Room	
								25,000 Transit Feasibility Study	
								40,000 General IT Equipment Replacement	
								15,000 Plotter	
								35,000 MOC Boardroom - IT Equipment	
								35,000 Zoning By-Law update	
								65,000 Jones St. Parking Lot Paving	
								180,000 GTT Culvert	
								45,000 Old Quarry Enhancements	
								15,000 Town Hall Front Porch Pointing	
								20,000 MOC Concrete Slab Repairs	
								18,000 MOC Salt Shed Metal Siding Repairs	
								27,000 MOC Salt Shed Metal Roof Repairs	
								15,000 Communications Website	
								30,000 PRC Building Assessment	
								97,650 Main Pool Filters - Replacement	
								1,375,000 Aquatics Centre Renovation	
								30,000 Downtown Service Review	
								30,000 Cemetery Master Plan	
								30,000 PRC Entrance Door Replacements	
								1,000,000 \$1M Transfer to Roads	
01-0800-3015	Equipment Replacement (vehicle/heavy equipment) (FIR 5050)	787,767.69	-	301,653			-	763,500	325,920.86
					01-3800-8520			55,000 L20 - 1/2 Tonne pickup	
					01-3800-8520			11,000 Trackless Broom - 48"	
					01-3800-8520			13,500 Trackless Straight Flail - 74"	
					01-3800-8520			25,000 Trackless Asphalt Heater Box	
					01-1300-8520			45,000 Trackless Sidewalk Grinder Attachment	
					01-1300-8520			34,000 Wide Area Zero Turn Mower #2	
					01-1300-8520			L25 - Retired Police Crusier - Operational	
					01-1300-8520			150,000 Landfill Compactor	
					01-3800-8520			430,000 T40 Plow Truck	
					01-3800-8520				
					01-3800-8520				
					01-3800-8520				
					01-3800-8520				
01-0800-3026	Roads Capital (road projects) (FIR 5215)	304,266.33	-	2,038,507			-	1,106,000	1,236,773.82
					01-1300-8520			283,000 Annual Resurfacing Program	
					01-1300-8520			105,000 Resurfacing Low Class Bitumen Roads	
					01-1300-8520			30,000 Sidewalk Network Improvement	
					01-1300-8520			25,000 Stormwater Management Improvement	



Town of St. Marys
Reserves & Reserve Funds

JANUARY TO DECEMBER, 2025										
Open Bal Estimated		Transferred In-8520				Transferred Out-4562				Closing Bal Budget
		Acct	Actual	Budget	Comments	Acct	Actual	Budget	Comments	
		01-1300-8520		4,266	Q1 Investment Revenue			35,000	Water St. S. Erosion Protection	
		01-1300-8520		4,266	Q2 Investment Revenue			12,000	Zoom Camera	
		01-1300-8520		4,266	Q3 Investment Revenue			216,000	Elgin Street East (James to Church)	
		01-1300-8520		4,266	Q4 Investment Revenue			400,000	Queen Street E Storm Water Management	
				1,000,000	Transfer from General Capital					
01-0800-3030	Water <i>(operations & capital)</i> <i>(FIR 5235)</i>		-	842,241			-	3,782,500		29,215.48
		01-4330-8520		168,923	Q1 Budget Transfer			285,000	Elgin Street East (James to Church)	
		01-4330-8520		168,923	Q2 Budget Transfer			5,000	Thomas Street (Queen to Jones)	
		01-4330-8520		168,923	Q3 Budget Transfer			5,000	Jones St. (Thomas to Ontario)	
		01-4330-8520		168,923	Q4 Budget Transfer			15,000	Valve Replacement Program	
		01-1300-8520		41,638	Q1 Investment Revenue			350,000	Booster Station Rehabilitation	
		01-1300-8520		41,638	Q2 Investment Revenue			17,500	Well No. 2A Roof Replacement	
		01-1300-8520		41,638	Q3 Investment Revenue			1,575,000	Water Tower Coating	
		01-1300-8520		41,638	Q4 Investment Revenue			30,000	PLC Upgrades	
					2024 Surplus (Deficit)			1,500,000	Transfer to Wastewater	
01-0800-3035	Waste water <i>(operations & capital)</i> <i>(FIR 5225)</i>		-	2,069,244			-	2,287,000		(877,255.42)
		01-4100-8520		151,559	Q1 Budget Transfer			12,000	Zoom Camera	
		01-4100-8520		151,559	Q2 Budget Transfer			50,000	Internal Recirculation Pump Rebuild (P321)	
		01-4100-8520		151,559	Q3 Budget Transfer			330,000	WPCP Clarifier and Boiler Upgrades	
		01-4100-8520		151,559	Q4 Budget Transfer			50,000	VFD Replacement - Round 2	
		01-1300-8520		(9,247)	Q1 Investment Revenue			400,000	CIPP Lining - Year 3	
		01-1300-8520		(9,247)	Q2 Investment Revenue			25,000	Emily St. Lift Station Generator Transfer Switch	
		01-1300-8520		(9,247)	Q3 Investment Revenue			10,000	WWCP - Robot Mower	
		01-1300-8520		(9,247)	Q4 Investment Revenue			185,000	Lystek Process Progressive Cavity Pump	
		01-4100-8520			2024 Surplus (Deficit)			1,000,000	WWTP	
				1,500,000	Transfer from Water			225,000	EA - WPCP	
01-0800-3040	Landfill site <i>(expansion)</i> <i>(FIR 5245)</i>		-	182,828			-	355,000		(33,325.92)
		01-4600-8520		43,760	Q1 Budget Transfer			100,000	Interim Approval Earthworks - Stage 5	
		01-4600-8520		43,760	Q2 Budget Transfer			255,000	Landfill Design and Approvals	
		01-4600-8520		43,760	Q3 Budget Transfer					
		01-4600-8520		43,760	Q4 Budget Transfer					
		01-1300-8520		1,947	Q1 Investment Revenue					
		01-1300-8520		1,947	Q2 Investment Revenue					
		01-1300-8520		1,947	Q3 Investment Revenue					
		01-1300-8520		1,947	Q4 Investment Revenue					
		01-4600-8520			2023 Surplus (Deficit)					
01-0800-3024	Building Department		-	4,968			-	-		(87,216.00)
		01-2410-8520		1,242	Net-Revenue Transfer					
		01-2410-8520		1,242	Net-Revenue Transfer					
		01-2410-8520		1,242	Net-Revenue Transfer					
		01-2410-8520		1,242	Net-Revenue Transfer					



Town of St. Marys
Reserves & Reserve Funds

		JANUARY TO DECEMBER, 2025									
Open Bal Estimated	Comments	Transferred In-8520				Transferred Out-4562				Closing Bal Budget	
		Acct	Actual	Budget	Comments	Acct	Actual	Budget	Comments		
01-0800-3045	Reserve for Recreation <i>(future repairs) (FIR 5274)</i>		-	-			-	-		411,624.55	
01-0800-3070	Grand Trunk Trail <i>(trail improvements) (FIR 5274)</i>		-	-			-	-		11,104.68	
01-0800-3073	Forestry <i>(economic development)</i>		-	-			-	-		10,560.00	
01-0800-3081	Industrial Land <i>(storm bush mtnce) (FIR 5280)</i>		-	-			-	-		526,971.88	
Sub-Total: Capital Purposes			-	7,310,110			-	12,276,150		4,128,228.19	
TOTAL RESERVES			-	7,336,206			-	12,555,650		7,334,514.32	
Total Reserve Funds:											
DISCRETIONARY FUNDS - PUC:											
Fund 51	PUC Fund Balance		-	-			-	141,000		737,802.00	
	<i>Investment Income</i>	51-1200-4500									
	<i>Transfer to/from General Fund</i> <i>(FIR 5010)</i>					01-7900-4563		14,000	Q1 Budget Transfer		
						01-7900-4563		14,000	Q2 Budget Transfer		
						01-7900-4563		14,000	Q3 Budget Transfer		
						01-7900-4563		14,000	Q4 Budget Transfer		
						01-8100-4563		21,250	Q1 Budget Transfer		
						01-8100-4563		21,250	Q2 Budget Transfer		
						01-8100-4563		21,250	Q3 Budget Transfer		
						01-8100-4563		21,250	Q4 Budget Transfer		
	51-1200-3810										
Sub-Total: Discretionary Funds - PUC			-	-			-	141,000		737,802.00	
OBLIGATORY FUNDS:											
Fund 30	Cemetery Perpetual Care		-	-			-	-		645,117.00	
	<i>Investment Income</i>	30-5400-4500									
	<i>Transfers to/from General Fund</i> <i>30-5400-3810</i>	30-5400-4505			2024 Perp Care	30-5400-8600			Interest to General		
Fund 32	Library Trust Fund		-	-			-	-		57,498.00	
	<i>Investment Income</i>	32-7410-4500									
	<i>Donations</i>	32-7410-4505	-								
	<i>Transfers to/from General Fund</i> <i>32-7410-3810</i>										
Fund 54	DC Fund Balance		-	637,977			-	489,000		3,135,481.95	
	<i>DC Charges</i>	54-1200-381X		500,000	2024 DC Collections						
	<i>Investment Income</i>	54-1200-4500		137,977	Investment Income			20,000	Lean-to-Pole Structure - Design Works		
	<i>Transfers to/from General Fund</i> <i>(FIR 5610)</i>	54-1200-1005			Debenture \$5M			65,000	Zoning By-Law update		
								15,000	Sidewalk Network Improvement		
								5,000	Library Books		
								384,000	Interest Payment		



Town of St. Marys
Reserves & Reserve Funds

Fund	Description
Fund 55	Parkland Fund Balance
	Land Levies
	Investment Income
	Transfers to/from General Fund
	55-7110-3811 (FIR 5650)
Discretionary	Fire Equipment Balance
	Transfers from General Fund
	Investment Income
	Transfers to/from General Fund
	55-2100-3810 (FIR 5050)
	OCIF Balance
	Provincial Grant
	Investment Income
	55-1300-3811 (FIR 5696)
Fund 62	Prov Gas Tax Fund Balance
	Provincial Grants
	Investment Income
	Transfers to/from General Fund
	62-3500-3810 (FIR 5690)
Fund 63	Canada Community Building Fund Balance
63-3600-3810	Federal Grants
(FIR 5691)	Investment Income
	Fed Gas Tax Fund Balance
Sub-Total: Obligatory Funds	
TOTAL RESERVES FUNDS	
TOTAL RESERVES & RESERVE FUNDS	

JANUARY TO DECEMBER, 2025									
Open Bal Estimated	Transferred In-8520				Transferred Out-4562				Closing Bal Budget
	Acct	Actual	Budget	Comments	Acct	Actual	Budget	Comments	
143,966.74		-	-			-	-		143,966.74
	55-7110-4400								
	55-7110-4500								
(32,573.49)		-	296,640			-	150,000		114,066.51
	01-2100-8520		74,160	Q1 Budget Transfer			66,000	May Debt payment	
	01-2100-8520		74,160	Q2 Budget Transfer			66,000	Nov Debt payment	
	01-2100-8520		74,160	Q3 Budget Transfer			13,000	Pagers	
	01-2100-8520		74,160	Q4 Budget Transfer			5,000	Fire Hose	
	55-2100-4500			Investment Income					
1,193,458.89		-	540,000			-	1,076,880		656,578.89
	55-1300-4160		540,000	OCIF Allocation			501,880	Wellington St. (Park to St. Maria)	
	55-1300-4500						500,000	Elgin St. East (James to Church)	
							45,000	Thomas St. (Queen to Jones)	
							30,000	Jonest St. (Thomas to Ontario)	
398,991.00		-	-			-	110,000		288,991.00
	62-3500-4160				01-3500-4563		27,500	Q1 Budget Transfer	
	62-3500-4500				01-3500-4563		27,500	Q2 Budget Transfer	
					01-3500-4563		27,500	Q3 Budget Transfer	
					01-3500-4563		27,500	Q4 Budget Transfer	
2,376,258.07		-	504,000			-	9,000		2,871,258.07
	63-3600-4170		504,000	CCBF Allocation			9,000	Asset Management Plan	
	63-3600-4500								
7,769,221.61		-	1,978,617			-	1,834,880		7,912,958.16
8,648,023.61		-	1,978,617			-	1,975,880		8,650,760.16
21,166,981.93		-	9,314,823			-	14,531,530		15,985,274.48

Town of St. Marys | 2025 Municipal Budget



ADMINISTRATION

2025 Budget Summary

	2024	2025	% CHANGE
REVENUE	\$216,022	\$254,460	-17.79%
EXPENDITURES	\$2,347,311	\$2,514,032	7.10%
NET TAX LEVY	\$2,131,289	\$2,259,572	6.02%

Division Overview

DEPARTMENT	OPPORTUNITIES	CHALLENGES
CAO	<ul style="list-style-type: none"> Council has set aside budget to advance strategies related to transportation, serviced industrial land, and many others through master planning. 	<ul style="list-style-type: none"> PC Connect is becoming a well-used service, but provincial funding ends in 2025. Without funding, this service will not be financially viable, creating a further gap in the local transportation landscape. A number of master plans will be completed at the same time (RLCMP, DSLR, Tourism and Marketing). The Town will not have the financial or staffing resources to advance all recommendations in the short-term, and difficult prioritization discussions will be required.
COMMUNITY WELLNESS	<ul style="list-style-type: none"> The Town's community wellness program is maturing, and the outreach worker has been established as key system navigator in the community. This will result in early intervention for those in need. 	<ul style="list-style-type: none"> The caseload in the community does not allow for the outreach program to be proactive or strategic. Although this does not harm service delivery, it does prevent full progression of the Community Safety Wellbeing Plan.
CLERKS	<ul style="list-style-type: none"> Council's investment in staffing has allowed the department to be more proactive and strategic. Partnering with Public Works for cemetery administration review, including statistics during Cemetery Master Plan. Governance review will be completed in 2025, in advance of the 2026 election. The goal is to find efficiencies in the committee system and to update the procedure by-law. 	<ul style="list-style-type: none"> Implementation of the records management and data security program has gone well, but will continue to be resource intensive for the organization for the next several years. This will add additional workload to staff and will take up a certain capacity organization wide.



Administration

2025

Division	Administration
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	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact
Revenue				
Grants	- 1,500	- 1,500	-	0.00%
Other	- 72,208	- 72,000	208	0.29%
Reserve Transfer	- 63,000	- 110,000	47,000	-74.60%
User Fees	- 19,960	- 20,960	1,000	-5.01%
Revenue From Municipalities	- 59,354	- 50,000	9,354	15.76%
Donations	-	-	-	0.00%
Revenue Total	- 216,022	- 254,460	- 38,438	-17.79%
Expense				
Contracted Services	1,443,633	1,578,269	134,636	9.33%
Reserve Transfer	45,000	50,000	5,000	11.11%
Repairs & Services	1,200	1,200	-	0.00%
Telecommunications	5,500	5,040	460	-8.36%
Wages & Benefits	803,978	841,423	37,445	4.66%
Conferences, Seminars & Training	17,000	15,000	2,000	-11.76%
Professional Fees	4,000	4,000	-	0.00%
Materials & Supplies	14,600	13,100	1,500	-10.27%
Advertising, Marketing & Promotion	1,000	1,000	-	0.00%
Program Expenses	-	5,000	5,000	100.00%
Expense Total	2,335,911	2,514,032	178,121	7.63%
Interfunctional Charges				
Internal Expense	11,400	-	11,400	-100.00%
Interfunctional Charges Total	11,400	-	11,400	-100.00%
Grand Total	2,131,289	2,259,572	128,283	6.02%
Division Total - Less Interfunctional	2,119,889	2,259,572	139,683	6.59%



Administration Details

2025

Division	Administration	
Department	Corporate Administration	

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
Grants	-	-	-	0.00%	
Other	72,208	72,000	208	0.29%	
Reserve Transfer	63,000	110,000	47,000	-74.60%	PC Connect - 2024 reserve transfer
User Fees	4,060	5,060	1,000	-24.63%	Adding Parking Permit Revenue to Clerks, (\$2k)
Revenue From Municipalities	29,354	30,000	646	-2.20%	
Donations	-	-	-	0.00%	
Revenue Total	168,622	217,060	48,438	-28.73%	
Expense					
Contracted Services	160,000	207,000	47,000	29.38%	Increase in PC Connect, funded by reserve
Reserve Transfer	15,000	15,000	-	0.00%	
Repairs & Services	1,200	1,200	-	0.00%	
Wages & Benefits	659,777	692,897	33,120	5.02%	
Conferences, Seminars & Training	12,000	12,000	-	0.00%	
Professional Fees	4,000	4,000	-	0.00%	
Materials & Supplies	10,700	10,200	500	-4.67%	
Advertising, Marketing & Promotion	500	500	-	0.00%	
Program Expenses	-	5,000	5,000	100.00%	Outreach Program Expenses
Expense Total	863,177	947,797	84,620	9.80%	
Interfunctional Charges					
Internal Expense	11,400	-	11,400	-100.00%	
Interfunctional Charges Total	11,400	-	11,400	-100.00%	
Grand Total	705,955	730,737	24,782	3.51%	
Department Total - Less Interfunctional	694,555	730,737	36,182	5.21%	



Administration Details

2025

Division	Administration
Department	Animal Control

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
User Fees	10,900	10,900	-	0.00%	
Revenue Total	10,900	10,900	-	0.00%	
Expense					
Contracted Services	10,000	10,000	-	0.00%	
Materials & Supplies	400	400	-	0.00%	
Advertising, Marketing & Promotion	500	500	-	0.00%	
Expense Total	10,900	10,900	-	0.00%	
Grand Total	-	-	-		



Administration Details

2025

Division	Administration
Department	Members of Council

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	Sum of \$ Levy Impact	Comments
Expense					
Telecommunications	5,500	5,040	- 460	-8.36%	Updated to better reflect actuals
Wages & Benefits	144,201	148,526	4,325	3.00%	
Conferences, Seminars & Training	5,000	3,000	- 2,000	-40.00%	Decreased professional development to reflect actuals
Materials & Supplies	3,500	2,500	- 1,000	-28.57%	Decreased meeting expenses to reflect actuals
Advertising, Marketing & Promotion	-	-	-	0.00%	
Expense Total	158,201	159,066	865	0.55%	
Grand Total	158,201	159,066	865	0.55%	



Administration Details

2025

Division	Administration				
Department	(Multiple Items)	Police and Ride Program			
	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	Sum of \$ Levy Impact	Comments
Revenue					
Grants	1,500	1,500	-	0.00%	
Other	-	-	-	0.00%	
Reserve Transfer	-	-	-	0.00%	
User Fees	5,000	5,000	-	0.00%	
Revenue From Municipalities	30,000	20,000	10,000	33.33%	Decrease police reconciliation surplus to match 2024 actual
Revenue Total	36,500	26,500	10,000	27.40%	
Expense					
Contracted Services	1,273,633	1,361,269	87,636	6.88%	Police contract - 6%; community safety well being - up \$6k
Reserve Transfer	30,000	35,000	5,000	16.67%	Increased reserve transfer to offset cruiser expense
Wages & Benefits	-	-	-	0.00%	
Conferences, Seminars & Training	-	-	-	0.00%	
Materials & Supplies	-	-	-	0.00%	
Expense Total	1,303,633	1,396,269	92,636	7.11%	
Grand Total	1,267,133	1,369,769	102,636	8.10%	

Town of St. Marys | 2025 Municipal Budget



COMMUNITY SERVICES

2025 Budget Summary

	2024	2025	% CHANGE
REVENUE	\$4,390,874	\$4,632,309	-5.50%
EXPENDITURES	\$6,270,927	\$6,804,862	8.51%
NET TAX LEVY	\$1,880,053	\$2,172,553	15.56%

Division Overview

DEPARTMENT	OPPORTUNITIES	CHALLENGES
AQUATICS	<ul style="list-style-type: none"> Leverage the Quarry Strategic Plan Explore hosting annual triathlons 	<ul style="list-style-type: none"> Rebuilding staff and users post Aquatic Centre renovation
CHILD SERVICES	<ul style="list-style-type: none"> Continue to grow EarlyON programs with a variety of different programs/locations 	<ul style="list-style-type: none"> Recruitment and retention for child care Growing demand for child care/long waitlists
OPERATIONS	<ul style="list-style-type: none"> Investment to fund AED at outdoor sports locations PRC condition assessment Sports Wall of Fame 	<ul style="list-style-type: none"> Maintenance and upkeep of outdoor sports locations
CULTURAL SERVICES	<ul style="list-style-type: none"> Attract more filming opportunities Focus on expanding visitorship following achieving pre-pandemic numbers in 2024 Potential collaboration following the Tourism/Marketing Plan 	<ul style="list-style-type: none"> Bill 23 and proposed changes to the Heritage Act
YOUTH SERVICES	<ul style="list-style-type: none"> Investment in new flooring and furniture Develop a volunteer/LIT (Leader in Training) program 	<ul style="list-style-type: none"> Securing external funding
SENIOR SERVICES	<ul style="list-style-type: none"> High demand for programs and services 	<ul style="list-style-type: none"> Rising costs can be a barrier to access Increase in referrals for those with complex needs Reaching residents who are isolated and not already connected to services
RECREATION	<ul style="list-style-type: none"> Pass scanning to improve use of registration software Recreation Cultural Leisure Master Plan 	<ul style="list-style-type: none"> Working with user groups to set expectations and balance demands with availability



Community Services

2025

Division	Community Services
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	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact
Revenue				
Grants	554,072	593,184	39,112	-7.06%
Other	155,500	151,655	3,845	2.47%
Reserve Transfer	-	-	-	0.00%
User Fees	2,170,390	2,347,390	177,000	-8.16%
Revenue From Municipalities	1,480,212	1,511,880	31,668	-2.14%
Rent & Leases	14,950	14,950	-	0.00%
Donations	15,750	13,250	2,500	15.87%
Revenue Total	4,390,874	4,632,309	241,435	-5.50%
Expense				
Bank Charges	20,000	30,000	10,000	50.00%
Contracted Services	155,700	129,500	26,200	-16.83%
Reserve Transfer	30,000	-	30,000	0.00%
Repairs & Services	275,500	314,500	39,000	14.16%
Wages & Benefits	4,679,200	4,927,781	248,581	5.31%
Conferences, Seminars & Training	33,245	42,265	9,020	27.13%
Professional Fees	2,200	1,200	1,000	-45.45%
Materials & Supplies	153,600	171,600	18,000	11.72%
Advertising, Marketing & Promotion	14,500	14,250	250	-1.72%
Internal Expense		3,000	3,000	100.00%
Insurance	66,882	74,008	7,126	10.65%
Debenture Payment	-	-	-	0.00%
Utilities	375,800	374,800	1,000	-0.27%
Program Expenses	136,500	173,657	37,157	27.22%
Food Costs	197,500	214,250	16,750	8.48%
Bar Profit Share	30,000	36,000	6,000	20.00%
Expense Total	6,170,627	6,506,811	336,184	5.45%
Interfunctional Charges				
Internal Expense	100,300	298,051	197,751	197.16%
Interfunctional Charges Total	100,300	298,051	197,751	197.16%
Grand Total	1,880,053	2,172,553	292,500	15.56%
Division Total - Less Interfunctional	1,779,753	1,874,502	94,749	5.32%



Community Services Detail
2025

Division	Community Services
Department	Recreation

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
Grants	2,000	2,000	-	0.00%	
Other	-	-	-	0.00%	
Reserve Transfer	-	-	-	0.00%	
User Fees	611,000	707,000	96,000	-15.71%	Budget corrections to reflect actuals - Ice - \$71k, Camp PRC - \$25k
Revenue From Municipalities	1,000	-	1,000	100.00%	Eliminated - do not receive anymore
Donations	250	250	-	0.00%	
Revenue Total	614,250	709,250	95,000	-15.47%	
Expense					
Repairs & Services	1,500	1,500	-	0.00%	
Wages & Benefits	282,986	308,412	25,426	8.98%	15 hrs/wk for Youth Centre - 540 hrs
Conferences, Seminars & Training	2,750	5,450	2,700	98.18%	Added \$3k for training
Materials & Supplies	1,000	3,000	2,000	200.00%	Slushie machine purchase - \$2k
Insurance	56,177	62,162	5,985	10.65%	Insurance rates
Debenture Payment	-	-	-	0.00%	
Utilities	344,000	345,000	1,000	0.29%	
Program Expenses	11,500	18,500	7,000	60.87%	Updated to reflect actuals; Camp PRC increase by \$3k, Rec Prog increase by \$5k
Food Costs	40,250	40,250	-	0.00%	
Expense Total	740,163	784,274	44,111	5.96%	
Grand Total	125,913	75,024	50,889	-40.42%	



Community Services Detail
2025

Division	Community Services
Department	Childcare

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
Other	-	-	-	0.00%	
Reserve Transfer	-	-	-	0.00%	
User Fees	851,390	851,390	-	0.00%	
Revenue From Municipalities	1,478,212	1,511,880	33,668	-2.28%	
Donations	-	-	-	0.00%	
Revenue Total	2,329,602	2,363,270	33,668	-1.45%	
Expense					
Contracted Services	500	500	-	0.00%	
Reserve Transfer	30,000	-	30,000	-100.00%	Reserve transfer in 2024 to smooth additional staff
Repairs & Services	1,500	1,500	-	0.00%	
Wages & Benefits	2,142,815	2,242,387	99,572	4.65%	
Conferences, Seminars & Training	4,800	7,320	2,520	52.50%	Updated based on ECE and Safe food handling.
Professional Fees	-	-	-	0.00%	
Materials & Supplies	12,500	10,950	1,550	-12.40%	Updated to reflect actuals
Advertising, Marketing & Promotion	-	-	-	0.00%	
Debenture Payment	-	-	-	0.00%	
Program Expenses	62,500	84,907	22,407	35.85%	Updated to correct budgeted rent expense
Food Costs	75,000	75,000	-	0.00%	
Expense Total	2,329,615	2,422,564	92,949	3.99%	
Interfunctional Charges					
Internal Expense	45,200	298,051	252,851	559.40%	
Interfunctional Charges Total	45,200	298,051	252,851	559.40%	
Grand Total	45,213	357,345	312,132	690.36%	
Department Total - Less Interfunctional	13	59,294	59,281	456007.69%	



Community Services Detail
2025

Division	Community Services
Department	Senior Services

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
Grants	511,262	546,374	35,112	-6.87%	Additional funding updated based on Ministry update
Other	66,000	80,000	14,000	-21.21%	Updated fundraising and travel club revenue to reflect actuals
User Fees	138,000	173,000	35,000	-25.36%	Updated to reflect actuals
Revenue From Municipalities	1,000	-	1,000	100.00%	Eliminated, do not receive anymore
Rent & Leases	14,950	14,950	-	0.00%	
Donations	5,500	3,000	2,500	45.45%	Updated to reflect actuals
Revenue Total	736,712	817,324	80,612	-10.94%	
Expense					
Contracted Services	2,700	2,500	200	-7.41%	
Wages & Benefits	593,042	641,500	48,458	8.17%	
Conferences, Seminars & Training	9,145	12,245	3,100	33.90%	Updated to reflect actuals
Professional Fees	2,200	1,200	1,000	-45.45%	Updated to reflect actuals
Materials & Supplies	41,800	42,100	300	0.72%	
Advertising, Marketing & Promotion	1,000	750	250	-25.00%	
Insurance	3,749	4,149	400	10.67%	Insurance rates
Utilities	20,000	20,000	-	0.00%	
Program Expenses	50,500	55,750	5,250	10.40%	Program expenses increased with increased user fee revenue.
Food Costs	67,000	83,000	16,000	23.88%	Food costs increased to reflect actuals
Expense Total	791,136	863,194	72,058	9.11%	
Interfunctional Charges					
Internal Expense	17,100	-	17,100	-100.00%	
Interfunctional Charges Total	17,100	-	17,100	-100.00%	
Grand Total	71,524	45,870	25,654	-35.87%	
Department Total - Less Interfunctional	54,424	45,870	8,554	-15.72%	



Community Services Detail

2025

Division	Community Services
Department	Cultural Services

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
Grants	40,810	44,810	4,000	-9.80%	Updated based on forecasted grants
Other	3,500	3,500	-	0.00%	
User Fees	4,500	4,500	-	0.00%	
Donations	10,000	10,000	-	0.00%	
Revenue Total	58,810	62,810	4,000	-6.80%	
Expense					
Contracted Services	500	500	-	0.00%	
Reserve Transfer	-	-	-	0.00%	
Wages & Benefits	204,196	219,442	15,246	7.47%	Wage rate for Grant funded position higher than other positions
Conferences, Seminars & Training	3,050	3,050	-	0.00%	
Professional Fees	-	-	-	0.00%	
Materials & Supplies	11,050	12,550	1,500	13.57%	Updated signage expenses to reflect actuals
Advertising, Marketing & Promotion	3,000	3,000	-	0.00%	
Program Expenses	1,000	1,000	-	0.00%	
Expense Total	222,796	239,542	16,746	7.52%	
Interfunctional Charges					
Internal Expense	7,600	-	7,600	-100.00%	
Interfunctional Charges Total	7,600	-	7,600	-100.00%	
Grand Total	171,586	176,732	5,146	3.00%	
Department Total - Less Interfunctional	163,986	176,732	12,746	7.77%	



Community Services Detail

2025

Division	Community Services
Department	Administration

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
Grants	-	-	-	0.00%	
Other	1,000	1,000	-	0.00%	
User Fees	116,500	136,500	20,000	-17.17%	Updated PRC Rentals - \$10k and Bar Revenues - \$10k
Revenue Total	117,500	137,500	20,000	-17.02%	
Expense					
Bank Charges	20,000	30,000	10,000	50.00%	
Contracted Services	10,000	-	10,000	-100.00%	Porta-potty rental moved to location of rental - Operations budget
Wages & Benefits	326,566	343,961	17,395	5.33%	
Conferences, Seminars & Training	3,000	3,000	-	0.00%	
Materials & Supplies	51,000	60,750	9,750	19.12%	Bar supplies up \$10k
Advertising, Marketing & Promotion	10,500	10,500	-	0.00%	
Insurance	6,956	7,697	741	10.65%	Insurance Rates
Food Costs	250	1,000	750	300.00%	Food costs for meetings - updated to reflect actuals
Bar Profit Share	30,000	36,000	6,000	20.00%	Bar profit share - budget correction to better reflect actuals
Expense Total	458,272	492,908	34,636	7.56%	
Interfunctional Charges					
Internal Expense	30,400	-	30,400	-100.00%	
Interfunctional Charges Total	30,400	-	30,400	-100.00%	
Grand Total	371,172	355,408	15,764	-4.25%	
Department Total - Less Interfunctional	340,772	355,408	14,636	4.29%	



Community Services Detail

2025

Division	Community Services
Department	Aquatics

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
Other	85,000	67,155	17,845	20.99%	Super splash other revenue - charge out direct wages
User Fees	408,000	426,000	18,000	-4.41%	
Revenue Total	493,000	493,155	155	-0.03%	
Expense					
Repairs & Services	32,000	40,000	8,000	25.00%	Additional Chemicals - \$8k
Wages & Benefits	525,308	555,660	30,352	5.78%	
Conferences, Seminars & Training	4,500	5,200	700	15.56%	
Materials & Supplies	9,450	9,450	-	0.00%	
Program Expenses	11,000	11,000	-	0.00%	
Food Costs	15,000	15,000	-	0.00%	
Expense Total	597,258	636,310	39,052	6.54%	
Grand Total	104,258	143,155	38,897	37.31%	



Community Services Facilities
2025

Division	Community Services
Department	Facilities

Location	Account	Detail	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Administration	Expense	Wages & Benefits	604,287	616,419	12,132	2.01%	
	Expense	Conferences, Seminars & Training	6,000	6,000	-	0.00%	
	Expense	Materials & Supplies	6,800	7,800	1,000	14.71%	Budget update to reflect actuals
Administration Total			617,087	630,219	13,132	2.13%	
Parks Baseball	Revenue	User Fees	-	5,000	-	0.00%	
	Expense	Repairs & Services	7,000	8,500	1,500	21.43%	Porta Potty rental - \$1.5k
	Expense	Wages & Benefits	-	-	-	0.00%	
	Expense	Materials & Supplies	-	-	-	0.00%	
	Expense	Utilities	1,600	1,600	-	0.00%	
Parks Baseball Total			3,600	5,100	1,500	41.67%	
Parks CBHF Baseball	Revenue	User Fees	-	22,000	-	0.00%	
	Expense	Contracted Services	80,000	84,000	4,000	5.00%	
	Expense	Utilities	9,000	7,000	-2,000	-22.22%	Budget update to reflect actuals
Parks CBHF Baseball Total			67,000	69,000	2,000	2.99%	
Parks Soccer	Revenue	User Fees	-	18,000	8,000	-80.00%	Increased user fees to reflect actuals
	Expense	Repairs & Services	13,500	17,000	3,500	25.93%	Increased field repairs, porta potty rental - \$2k
	Expense	Wages & Benefits	-	-	-	0.00%	
Parks Soccer Total			3,500	1,000	4,500	-128.57%	
Parks Tennis	Revenue	Other	-	-	-	0.00%	
	Revenue	User Fees	-	4,000	-	0.00%	
	Revenue	Donations	-	-	-	0.00%	
	Expense	Repairs & Services	10,000	11,000	1,000	10.00%	Porta Potty rental - \$1k
	Expense	Wages & Benefits	-	-	-	0.00%	
	Expense	Materials & Supplies	-	-	-	0.00%	
Parks Tennis Total	Expense	Utilities	1,200	1,200	-	0.00%	
			7,200	8,200	1,000	13.89%	
PRC Building	Expense	Contracted Services	62,000	42,000	20,000	-32.26%	Updated to better reflect actuals
	Expense	Repairs & Services	210,000	235,000	25,000	11.90%	Updated to better reflect actuals
	Expense	Materials & Supplies	20,000	25,000	5,000	25.00%	Updated to better reflect actuals
	Expense	Internal Expense	-	3,000	3,000	100.00%	Machine time added to PRC facility
	Expense	Program Expenses	-	2,500	2,500	100.00%	Program expense - wall of fame added
PRC Building Total			292,000	307,500	15,500	5.31%	
Grand Total			990,387	1,019,019	28,632	2.89%	

Town of St. Marys | 2025 Municipal Budget



CORPORATE SERVICES

2025 Budget Summary

	2024	2025	% CHANGE
REVENUE	\$2,213,256	\$3,055,843	-38.07%
EXPENDITURES	\$8,151,635	\$9,046,218	10.97%
NET TAX LEVY	\$5,938,379	\$5,990,375	0.88%

Division Overview

DEPARTMENT	OPPORTUNITIES	CHALLENGES
FINANCE	<ul style="list-style-type: none"> Asset Management Plan update helps confirm the Town's long term financial strategies are working Enhancing the procurement processes will create efficiencies 	<ul style="list-style-type: none"> ERP system has taken longer to fully implement and remains a learning curve Province's assessment update not yet announced, still using 2016 base year values – the length of time will create shifts and possible challenges for our taxpayers
COMMUNICATIONS	<ul style="list-style-type: none"> Enhance the Town's website for better access and information Strong community engagement; continue to share information and gather community wants and needs 	<ul style="list-style-type: none"> Balancing the amount of digital content available with what is needed and what is accessible (according to AODA standards) Continuing to engage with the community in exciting and meaningful ways
TOURISM/ ECONOMIC DEVELOPMENT	<ul style="list-style-type: none"> Tourism marketing strategy will assist in more effective and deliberate tourism marketing Continuing to leverage the Town's strong tourism assets to encourage return visitors Shifting events focus to smaller, more frequent opportunities to create sustainable annual tourism benefits to the community Supporting the BIA in with their strategic plan 	<ul style="list-style-type: none"> Metrics are difficult to obtain for decision making Lack of accommodations and transportation Currently lacking industrial lands for new development and growth Balancing the needs of the BIA and broader business community with limited staff resources Current economic state of rentals and real estate limiting new business entering the market
INFORMATION TECHNOLOGY	<ul style="list-style-type: none"> Internal organizational cyber awareness continues to improve and be effective Artificial Intelligence is complicated but may provide future benefits and efficiencies 	<ul style="list-style-type: none"> Balancing security with operational efficiencies Keeping on top of quickly changing technologies, threats, and best practices



Corporate Services

2025

Division	Corporate Services
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	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact
Tax Levy				
Tax Levy	14,894,710	15,520,512	625,802	-4.20%
Tax Levy Total	14,894,710	15,520,512	625,802	-4.20%
Revenue				
Grants	657,997	656,008	1,989	0.30%
Other	168,330	182,330	14,000	-8.32%
Reserve Transfer	342,004	339,281	2,723	0.80%
Taxation Supplemental Revenue	319,125	320,125	1,000	-0.31%
User Fees	20,100	30,490	10,390	-51.69%
Investment Income	340,000	680,000	340,000	-100.00%
Rent & Leases	16,500	17,000	500	-3.03%
Donations	-	-	-	0.00%
Revenue Total	1,864,056	2,225,234	361,178	-19.38%
Expense				
Bank Charges	5,500	5,500	-	0.00%
Contracted Services	932,991	980,729	47,738	5.12%
External Transfers	1,402,626	1,566,116	163,490	11.66%
Reserve Transfer	2,425,631	3,155,177	729,546	30.08%
Taxation Expense	124,200	89,200	35,000	-28.18%
Repairs & Services	5,000	3,500	1,500	-30.00%
Telecommunications	409,340	419,510	10,170	2.48%
Wages & Benefits	1,166,479	1,231,204	64,725	5.55%
Conferences, Seminars & Training	20,500	22,050	1,550	7.56%
Professional Fees	130,000	130,000	-	0.00%
DC Town Contribution	52,500	-	52,500	-100.00%
Materials & Supplies	97,800	81,200	16,600	-16.97%
Advertising, Marketing & Promotion	53,250	53,500	250	0.47%
Assessment Services (MPAC)	98,000	100,000	2,000	2.04%
Insurance	69,213	73,391	4,178	6.04%
Debtenture Payment	1,130,005	1,127,281	2,724	-0.24%
Program Expenses	2,000	2,000	-	0.00%
Expense Total	8,125,035	9,040,358	915,323	11.27%
Interfunctional Charges				
Internal Expense	26,600	5,860	20,740	-77.97%
Internal Revenue	349,200	830,609	481,409	-137.86%
Interfunctional Charges Total	322,600	824,749	502,149	-155.66%
Grand Total	8,956,331	9,530,137	573,806	-6.41%
Division Total - Less Interfunctional	8,633,731	8,705,388	71,657	-0.83%



Corporate Services Detail
2025

Division	Corporate Services
Department	Communications

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Expense					
Contracted Services	-		-	0.00%	
Wages & Benefits	187,270	194,896	7,626	4.07%	
Conferences, Seminars & Training	2,250	2,500	250	11.11%	
Materials & Supplies	1,400	1,650	250	17.86%	
Advertising, Marketing & Promotion	20,000	20,000	-	0.00%	
Expense Total	210,920	219,046	8,126	3.85%	
Interfunctional Charges					
Internal Expense	5,700		- 5,700	-100.00%	
Interfunctional Charges Total	5,700		- 5,700	-100.00%	
Grand Total	216,620	219,046	2,426	1.12%	
Department Total - Less Interfunctional	210,920	219,046	8,126	3.85%	

Division	Corporate Services
Department	IT

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
Grants	-	-	-	0.00%	
Other	-	-	-	0.00%	
Reserve Transfer	-	-	-	0.00%	
Rent & Leases	- 16,500	- 17,000	- 500	-3.03%	
Revenue Total	- 16,500	- 17,000	- 500	-3.03%	
Expense					
Contracted Services	83,000	69,000	- 14,000	-16.87%	Decreased to reflect actuals
Repairs & Services	3,500	3,500	-	0.00%	
Telecommunications	409,340	419,510	10,170	2.48%	
Wages & Benefits	198,309	208,368	10,059	5.07%	
Conferences, Seminars & Training	3,250	4,250	1,000	30.77%	Added \$1k professional development
Materials & Supplies	16,700	16,500	- 200	-1.20%	
Expense Total	714,099	721,128	7,029	0.98%	
Interfunctional Charges					
Internal Revenue	- 189,200		189,200	100.00%	
Interfunctional Charges Total	- 189,200		189,200	100.00%	
Grand Total	508,399	704,128	195,729	38.50%	
Department Total - Less Interfunctional	697,599	704,128	6,529	0.94%	



Corporate Services Detail
2025

Division	Corporate Services
Department	Tax

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Tax Levy					
Tax Levy	- 14,894,710	- 15,520,512	- 625,802	-4.20%	
Tax Levy Total	- 14,894,710	- 15,520,512	- 625,802	- 4.20%	
Revenue					
Taxation Supplemental Revenue	- 319,125	- 320,125	- 1,000	-0.31%	
Revenue Total	- 319,125	- 320,125	- 1,000	- 0.31%	
Expense					
Taxation Expense	124,200	89,200	35,000	-28.18%	Reduced - may need to reconsider for re-assessment
Expense Total	124,200	89,200	35,000	-28.18%	
Grand Total	- 15,089,635	- 15,751,437	- 661,802	- 4.39%	

Division	Corporate Services
Department	Treasury

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
Grants	- 95,708	- 97,648	- 1,940	-2.03%	
Other	- 81,500	- 95,500	- 14,000	-17.18%	Updated Penalty/Interest from Taxes and other AR Accounts.
Reserve Transfer	-	-	-	0.00%	
User Fees	- 500	- 500	-	0.00%	
Revenue Total	- 177,708	- 193,648	- 15,940	- 8.97%	
Expense					
Bank Charges	5,500	5,500	-	0.00%	
Contracted Services	516	-	516	-100.00%	
Repairs & Services	1,500	-	1,500	-100.00%	Service ON contract update
Wages & Benefits	585,734	627,904	42,170	7.20%	Updated for ServiceON relief; included in ServiceON funding contract.
Conferences, Seminars & Training	8,500	8,800	300	3.53%	
Professional Fees	30,000	30,000	-	0.00%	
Materials & Supplies	38,200	20,550	17,650	-46.20%	Eliminated ServiceON rent.
Advertising, Marketing & Promotion	750	1,000	250	33.33%	Additional advertising for finance related ads
Assessment Services (MPAC)	98,000	100,000	2,000	2.04%	
Expense Total	768,700	793,754	25,054	3.26%	
Interfunctional Charges					
Internal Expense	15,200	5,860	9,340	-61.45%	
Interfunctional Charges Total	15,200	5,860	9,340	-61.45%	
Grand Total	606,192	605,966	226	-0.04%	
Department Total - Less Interfunctional	590,992	600,106	9,114	1.54%	



Corporate Services Detail

2025

Division	Corporate Services
Department	Administration

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
Grants	- 549,900	- 549,900	-	0.00%	
Other	- 65,200	- 65,200	-	0.00%	
Reserve Transfer	- 176,004	- 173,281	2,723	1.55%	
Investment Income	- 340,000	- 680,000	340,000	-100.00%	Admin Allocation Adjustment (net budget = \$0 impact)
Revenue Total	- 1,131,104	- 1,468,381	337,277	-29.82%	
Expense					
Contracted Services	-	-	-		
Reserve Transfer	2,425,631	3,155,177	729,546	30.08%	Capital reserve transfer - AMP increase + investment income + Additional Roads \$165k
Wages & Benefits	-	-	-	0.00%	
Professional Fees	100,000	100,000	-	0.00%	
DC Town Contribution	52,500	-	52,500	-100.00%	DC Phase-In eliminated
Insurance	69,213	73,391	4,178	6.04%	Insurance rates
Debenture Payment	1,130,005	1,127,281	2,724	-0.24%	
Expense Total	3,777,349	4,455,849	678,500	17.96%	
Interfunctional Charges					
Internal Expense	-	-	-	0.00%	
Internal Revenue	- 160,000	- 830,609	670,609	-419.13%	
Interfunctional Charges Total	- 160,000	- 830,609	670,609	419.13%	
Grand Total	2,486,245	2,156,859	329,386	-13.25%	
Department Total - Less Interfunctional	2,646,245	2,987,468	341,223	12.89%	



Corporate Services Detail
2025

Division	Corporate Services
Department	Tourism & EcDev

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
Grants	- 12,389	- 8,460	3,929	31.71%	Canada Summer Jobs funding decreased
Other	- 21,630	- 21,630	-	0.00%	
Reserve Transfer	-	-	-	0.00%	
User Fees	-	9,990	9,990	100.00%	Added Yak Shak revenue
Donations	-	-	-	0.00%	
Revenue Total	- 34,019	- 40,080	- 6,061	-17.82%	
Expense					
Contracted Services	20,500	19,500	1,000	-4.88%	
Reserve Transfer	-	-	-	0.00%	
Wages & Benefits	179,418	183,702	4,284	2.39%	
Conferences, Seminars & Training	6,500	6,500	-	0.00%	
Professional Fees	-	-	-	0.00%	
Materials & Supplies	41,000	42,000	1,000	2.44%	
Advertising, Marketing & Promotion	32,500	32,500	-	0.00%	
Program Expenses	2,000	2,000	-	0.00%	
Expense Total	281,918	286,202	4,284	1.52%	
Interfunctional Charges					
Internal Expense	5,700	-	5,700	-100.00%	
Interfunctional Charges Total	5,700	-	5,700	-100.00%	
Grand Total	253,599	246,122	- 7,477	-2.95%	
Department Total - Less Interfunctional	247,899	246,122	- 1,777	-0.72%	

Division	Corporate Services
Department	VIA

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
User Fees	- 9,600	- 10,000	400	-4.17%	
Revenue Total	- 9,600	- 10,000	400	-4.17%	
Expense					
Wages & Benefits	15,748	16,334	586	3.72%	
Materials & Supplies	500	500	-	0.00%	
Expense Total	16,248	16,834	586	3.61%	
Grand Total	6,648	6,834	186	2.80%	



Corporate Services
2025

Division	Corporate Services
Department	External Transfers

Location		Detail	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Ambulance Services	Expense	Contracted Services	698,211	761,050	62,839	9.00%	To Be Confirmed
Ambulance Services Total			698,211	761,050	62,839	9.00%	
Childcare - Shared Services - City of Stratford	Expense	External Transfers	64,510	70,961	6,451	10.00%	To Be Confirmed
Childcare - Shared Services - City of Stratford Total			64,510	70,961	6,451	10.00%	
Community Grants	Revenue	Reserve Transfer	-	56,000	-	0.00%	
	Expense	External Transfers	58,500	58,500	-	0.00%	
Community Grants Total			2,500	2,500	-	0.00%	
Conservation Authority	Expense	External Transfers	157,500	170,000	12,500	7.94%	To Be Confirmed
Conservation Authority Total			157,500	170,000	12,500	7.94%	
General Assistance - City of Stratford	Expense	External Transfers	124,410	136,851	12,441	10.00%	To Be Confirmed
General Assistance - City of Stratford Total			124,410	136,851	12,441	10.00%	
Grants to Hospitals	Revenue	Reserve Transfer	-	-	-	0.00%	
	Expense	External Transfers	50,000	50,000	-	0.00%	
Grants to Hospitals Total			50,000	50,000	-	0.00%	
Public Health Services	Expense	External Transfers	152,029	159,630	7,601	5.00%	To Be Confirmed
Public Health Services Total			152,029	159,630	7,601	5.00%	
Social Housing - City of Stratford	Expense	External Transfers	629,420	730,641	101,221	16.08%	To Be Confirmed
Social Housing - City of Stratford Total			629,420	730,641	101,221	16.08%	
Spruce Lodge	Expense	External Transfers	166,257	189,533	23,276	14.00%	To Be Confirmed
Spruce Lodge Total			166,257	189,533	23,276	14.00%	
POA	Revenue	User Fees	-	10,000	-	0.00%	
POA Total			-	10,000	-	0.00%	
Transit (Mobility Bus)	Revenue	Grants	-	-	-	0.00%	
	Revenue	Reserve Transfer	-	110,000	-	0.00%	
	Expense	Contracted Services	130,764	131,179	415	0%	
Transit (Mobility Bus) Total			20,764	21,179	415	2.00%	
Grand Total			2,055,601	2,282,345	226,744	11.03%	

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FIRE SERVICES

2025 Budget Summary

	2024	2025	% CHANGE
REVENUE	\$211,634	\$222,558	-5.16%
EXPENDITURES	\$847,861	\$957,923	12.98%
NET TAX LEVY	\$636,227	\$735,365	15.58%

Division Overview

DEPARTMENT	OPPORTUNITIES	CHALLENGES
MANAGEMENT	<ul style="list-style-type: none"> With the completion of the Community Risk Assessment (CRA) an updated Fire Master Plan will be created. 	<ul style="list-style-type: none"> Allocated time
TRAINING	<ul style="list-style-type: none"> Surface Water, Swift Water and Ice Water Rescue training 	<ul style="list-style-type: none"> Having all 10 "Go Team" members trained and certified. Increased cost to send personnel to a remote location (Minden) to receive the certified training.



Fire

2025

Division	Fire
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	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
Grants	-	-	-	0.00%	
Other	2,000	2,000	-	0.00%	
User Fees	6,000	6,000	-	0.00%	
Sale of Equipment	-	-	-	0.00%	
Revenue From Municipalities	198,634	209,558	10,924	-5.50%	Perth South agreement
Donations	5,000	5,000	-	0.00%	
Revenue Total	211,634	222,558	10,924	-5.16%	
Expense					
Contracted Services	30,000	30,000	-	0.00%	
Reserve Transfer	288,000	296,640	8,640	3.00%	Increase reserve transfer by 3%
Repairs & Services	25,000	25,000	-	0.00%	
Wages & Benefits	411,707	446,951	35,244	8.56%	Assistant Fire Chief - \$20k
Conferences, Seminars & Training	13,500	13,500	-	0.00%	
Materials & Supplies	55,950	55,950	-	0.00%	
Advertising, Marketing & Promotion	1,500	1,500	-	0.00%	
Insurance	11,304	12,508	1,204	10.65%	Insurance rates
Fuel/Oil	5,000	5,000	-	0.00%	
Expense Total	841,961	887,049	45,088	5.36%	
Interfunctional Charges					
Internal Expense	5,900	70,874	64,974	1101.25%	
Interfunctional Charges Total	5,900	70,874	64,974	1101.25%	
Grand Total	636,227	735,365	99,138	15.58%	
Division Total - Less Interfunctional	630,327	664,491	34,164	5.42%	

Town of St. Marys | 2025 Municipal Budget



HUMAN RESOURCES

2025 Budget Summary

	2024	2025	% CHANGE
REVENUE	-	\$10,000	100.00%
EXPENDITURES	\$379,133	\$399,021	5.25%
NET TAX LEVY	\$379,133	\$389,021	2.61%

Division Overview

OPPORTUNITIES	CHALLENGES
<ul style="list-style-type: none">• Incorporating additional features of HRIS to gain efficiencies• Supporting employee mental health and well being• Investing in training	<ul style="list-style-type: none">• Increasing internal service needs• Staff burn-out• Everchanging external labour market (smaller applicant pools)



HR

2025

Division	HR
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	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
Other	-	-	-	0.00%	
Reserve Transfer	-	10,000	- 10,000	-100.00%	Reserve funding for salary survey
Revenue Total	-	10,000	- 10,000	-100.00%	
Expense					
Contracted Services	8,200	18,700	10,500	128.05%	Salary survey
Reserve Transfer	5,000	5,000	-	0.00%	
Wages & Benefits	334,233	349,321	15,088	4.51%	
Conferences, Seminars & Training	15,000	15,000	-	0.00%	
Professional Fees	8,000	8,000	-	0.00%	
Materials & Supplies	3,000	3,000	-	0.00%	
Expense Total	373,433	399,021	25,588	6.85%	
Interfunctional Charges					
Internal Expense	5,700	-	- 5,700	-100.00%	
Interfunctional Charges Total	5,700	-	- 5,700	-100.00%	
Grand Total	379,133	389,021	9,888	2.61%	
Division Total - Less Interfunctional	373,433	389,021	15,588	4.17%	

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LIBRARY SERVICES

2025 Budget Summary

	2024	2025	% CHANGE
REVENUE	\$257,615	\$211,629	17.85%
EXPENDITURES	\$841,870	\$897,276	6.58%
NET TAX LEVY	\$584,255	\$685,647	17.35%

Division Overview

DEPARTMENT	OPPORTUNITIES	CHALLENGES
LIBRARY	<ul style="list-style-type: none"> A strong sense of the community's love for the library Work on renegotiating a service agreement between Perth South and PCIN libraries Donations have been steady from the community to support the library and the library pantry 	<ul style="list-style-type: none"> Maintaining service levels with the loss of funding from the end of the Service Agreement with Perth South. Impact on operational hours and budget lines. The provincial funding model has remained at \$10,083 a year for every library for many years. This means municipalities are left with the burden of operations.
ADULT LEARNING	<ul style="list-style-type: none"> Solid number of learners in program More integrated service with the library with move into the library's building Development of new equivalent to GED – CAEC to be adopted by program The expansion of curriculum available to learners to meet their goals More penetration into County through PCIN libraries 	<ul style="list-style-type: none"> Concern about funding each year from the Ministry; no guarantee of funding beyond March 31 of 2025 The winding down of the GED certification program and the adoption of the new CAEC program for learners Continuing to develop relationships to provide services throughout the county to meet our mandate



Library

2025

Division	Library
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	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact
Revenue				
Grants	- 159,153	- 154,448	4,705	2.96%
Other	- 5,500	- 12,500	7,000	-127.27%
Reserve Transfer	-	7,500	7,500	100.00%
User Fees	- 1,000	- 1,500	500	-50.00%
Revenue From Municipalities	- 86,962	- 15,681	71,281	81.97%
Donations	- 5,000	- 20,000	15,000	-300.00%
Revenue Total	- 257,615	- 211,629	45,986	17.85%
Expense				
Bank Charges	500	500	-	0.00%
Contracted Services	19,094	14,000	5,094	-26.68%
Reserve Transfer	2,664	2,596	68	-2.55%
Repairs & Services	3,060	1,500	1,560	-50.98%
Telecommunications	-	-	-	0.00%
Wages & Benefits	634,011	621,851	12,160	-1.92%
Conferences, Seminars & Training	7,160	7,110	50	-0.70%
Professional Fees	-	-	-	0.00%
Materials & Supplies	35,937	31,064	4,873	-13.56%
Advertising, Marketing & Promotion	3,500	5,000	1,500	42.86%
Utilities	-	-	-	0.00%
Program Expenses	3,060	15,060	12,000	0.00%
PCIN	29,217	32,776	3,559	12.18%
Capital Book Purchases	62,762	53,570	9,192	-14.65%
Other Collections	14,305	7,944	6,361	-44.47%
Expense Total	815,270	792,971	22,299	-2.74%
Interfunctional Charges				
Internal Expense	26,600	104,305	77,705	292.12%
Interfunctional Charges Total	26,600	104,305	77,705	292.12%
Grand Total	584,255	685,647	101,392	17.35%
Division Total - Less Interfunctional	557,655	581,342	23,687	4.25%



Library Details

2025

Division	Library
Department	Library

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
Grants	- 26,583	- 26,583	-	0.00%	
Other	- 5,500	- 12,500	- 7,000	-127.27%	Adult Learning rent - \$7.2k (\$600/month)
Reserve Transfer	-	- 5,000	- 5,000	-100.00%	Library books DC transfer
User Fees	- 1,000	- 1,500	- 500	-50.00%	Updated to reflect actuals
Revenue From Municipalities	- 71,738	-	- 71,738	100.00%	Loss of Perth South revenue
Donations	- 5,000	- 20,000	- 15,000	-300.00%	Food Pantry donations - \$12k, offset below
Revenue Total	- 109,821	- 65,583	- 44,238	40.28%	
Expense					
Bank Charges	500	500	-	0.00%	
Contracted Services	18,854	14,000	- 4,854	-25.75%	Decreases due to loss of Perth South revenue
Reserve Transfer	2,664	2,596	- 68	-2.55%	
Repairs & Services	3,060	1,500	- 1,560	-50.98%	Decreases due to loss of Perth South revenue
Telecommunications	-	-	-	0.00%	
Wages & Benefits	513,193	512,855	- 338	-0.07%	
Conferences, Seminars & Training	6,310	6,110	- 200	-3.17%	
Professional Fees	-	-	-	0.00%	
Materials & Supplies	15,079	11,419	- 3,660	-24.27%	Decreases due to loss of Perth South revenue
Advertising, Marketing & Promotion	1,500	1,500	-	0.00%	
Program Expenses	3,060	15,060	12,000	392.16%	Added Food pantry program expense - offset above.
PCIN	29,217	32,776	3,559	12.18%	PCIN increase
Capital Book Purchases	62,762	53,570	- 9,192	-14.65%	Decreases due to loss of Perth South revenue
Other Collections	14,305	7,944	- 6,361	-44.47%	Decreases due to loss of Perth South revenue
Expense Total	670,504	659,830	- 10,674	-1.59%	
Interfunctional Charges					
Internal Expense	22,800	85,784	62,984	276.25%	
Interfunctional Charges Total	22,800	85,784	62,984	276.25%	
Grand Total	583,483	680,031	96,548	16.55%	
Department Total - Less Interfunctional	560,683	594,247	33,564	5.99%	



Public Works

2025

Division	Public Works
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	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact
Revenue				
Other	33,980	36,205	2,225	-6.55%
Reserve Transfer	-	-	-	0.00%
User Fees	131,550	156,550	25,000	-19.00%
Sale of Equipment	40,000	-	40,000	100.00%
Revenue From Municipalities	32,000	44,000	12,000	-37.50%
Investment Income	17,000	17,000	-	0.00%
Internal Revenue	570,500	584,000	13,500	-2.37%
Donations	-	-	-	0.00%
Revenue Total	825,030	837,755	12,725	-1.54%
Expense				
Contracted Services	680,041	549,500	130,541	-19.20%
Reserve Transfer	290,000	250,000	40,000	-13.79%
Repairs & Services	310,854	320,454	9,600	3.09%
Wages & Benefits	1,004,410	1,052,054	47,644	4.74%
Conferences, Seminars & Training	14,550	20,550	6,000	41.24%
Professional Fees	18,000	13,500	4,500	-25.00%
Materials & Supplies	162,300	187,250	24,950	15.37%
Advertising, Marketing & Promotion	1,000	500	500	-50.00%
Internal Expense	429,528	436,693	7,165	1.67%
Insurance	65,755	69,548	3,793	5.77%
Utilities	70,500	76,500	6,000	8.51%
Fuel/Oil	107,750	109,475	1,725	1.60%
Expense Total	3,154,688	3,086,024	68,664	-2.18%
Interfunctional Charges				
Internal Expense	11,400	-	11,400	-100.00%
Interfunctional Charges Total	11,400	-	11,400	-100.00%
Grand Total	2,341,058	2,248,269	92,789	-3.96%
Division Total - Less Interfunctional	2,329,658	2,248,269	81,389	-3.49%



Library Details

2025

Division	Library
Department	Adult Learning

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
Grants	- 132,570	- 127,865	4,705	3.55%	
Reserve Transfer	-	2,500	- 2,500	-100.00%	Carryforward use zero out Adult Learning budget
Revenue From Municipalities	- 15,224	- 15,681	457	-3.00%	
Revenue Total	- 147,794	- 146,046	1,748	1.18%	
Expense					
Contracted Services	240	-	240	-100.00%	Eliminated water cooler rental
Reserve Transfer	-	-	-	0.00%	
Wages & Benefits	120,818	108,996	- 11,822	-9.78%	Decreased Adult Learning hours
Conferences, Seminars & Training	850	1,000	150	17.65%	
Professional Fees	-	-	-	0.00%	
Materials & Supplies	20,858	19,645	- 1,213	-5.82%	Rent decrease - move location
Advertising, Marketing & Promotion	2,000	3,500	1,500	75.00%	Additional advertng budgeted
Utilities	-	-	-	0.00%	
Expense Total	144,766	133,141	- 11,625	-8.03%	
Interfunctional Charges					
Internal Expense	3,800	18,521	14,721	387.39%	
Interfunctional Charges Total	3,800	18,521	14,721	387.39%	
Grand Total	772	5,616	4,844	627.46%	
Department Total - Less Interfunctional	- 3,028	- 12,905	- 9,877	-326.19%	

Town of St. Marys | 2025 Municipal Budget



PUBLIC WORKS

2025 Budget Summary

	2024	2025	% CHANGE
REVENUE	\$825,030	\$837,755	-1.54%
EXPENDITURES	\$3,166,088	\$3,086,024	-2.53%
NET TAX LEVY	\$2,341,058	\$2,248,269	-3.96%

Division Overview

DEPARTMENT	OPPORTUNITIES	CHALLENGES
ENGINEERING/ ASSET MANAGEMENT	<ul style="list-style-type: none"> Wellington St. S reconstruction – final asphalt (continued 2024 project) Elgin St E reconstruction (James St. S to Church St. S) Design of Jones St. (Thomas St. to Ontario St.) 	<ul style="list-style-type: none"> Construction Price Index increases above inflationary increase Stormwater Capital Maintenance cost increase in reaction to extreme weather events Unit rate costs of concrete and asphalt patching programs – consideration of alternative patching methods
LANDFILL/ WASTE COLLECTION	<ul style="list-style-type: none"> Development of Environmental Compliance Approval (operational/site plan requirement of approved EA) 	<ul style="list-style-type: none"> Expansion conclusion, finalization of capital and operational budget coupled with service life and debt requirements Implementation of Provincial Producer Pay System – service level adjustments Review of Solid Waste Division programs and Implementation
PARKS	<ul style="list-style-type: none"> Cost of contract services for beautification and turf management, potential for service level adjustments and efficiencies to normalize increases 	
ROADS	<ul style="list-style-type: none"> Adoption of Road Network Safety Plan into operations Capital sidewalk improvements – west end (Plessier St. and Thomas St.) and Glass St. to dog park 	<ul style="list-style-type: none"> Increased capital costs and availability for fleet equipment replacements Increased maintenance and fuel costs Absorbing municipal growth through efficiency and equipment replacement, while maintaining existing service and staff levels
WATER/ WASTE WATER	<ul style="list-style-type: none"> Waste water pollution control plant upgrades (completion of 2024 project) Ongoing Environmental Assessment for Hydraulic Capacity Expansion CIPP pipe lining project – trenchless 50-year repair of existing infrastructure 	<ul style="list-style-type: none"> Water Tower recoating project, construction and material price increases James St. S water booster pump – considerations of capital upgrade path forward Renewal of water/waste water operating authority contracted service



Public Works Detail

2025

Division	Public Works
Department	Public Works Operations

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
Other	29,380	31,605	2,225	-7.57%	Crossing guard revenue - updated to reflect recovery
User Fees	16,550	16,550	-	0.00%	
Sale of Equipment	-	-	-	0.00%	
Revenue From Municipalities	12,000	12,000	-	0.00%	
Donations	-	-	-	0.00%	
Revenue Total	57,930	60,155	2,225	-3.84%	
Expense					
Contracted Services	411,563	259,500	152,063	-36.95%	Moved asphalt contract to reserve - \$165k
Reserve Transfer	-	-	-	0.00%	
Repairs & Services	185,854	190,604	4,750	2.56%	
Wages & Benefits	871,118	911,983	40,865	4.69%	
Conferences, Seminars & Training	13,300	19,300	6,000	45.11%	Increased Memberships - \$4k, increased prof dev - \$2k
Professional Fees	18,000	13,500	4,500	-25.00%	Decreased to better reflect actuals
Materials & Supplies	69,800	77,550	7,750	11.10%	Updated to reflect actuals
Advertising, Marketing & Promotion	1,000	500	500	-50.00%	Decreased to better reflect actuals
Internal Expense	360,873	367,414	6,541	1.81%	
Insurance	43,600	47,670	4,070	9.33%	Insurance rates
Utilities	66,500	72,500	6,000	9.02%	Updated to reflect utility actuals
Expense Total	2,041,608	1,960,521	81,087	-3.97%	
Interfunctional Charges					
Internal Expense	9,500	-	9,500	-100.00%	
Interfunctional Charges Total	9,500	-	9,500	-100.00%	
Grand Total	1,993,178	1,900,366	92,812	-4.66%	
Department Total - Less Interfunctional	1,983,678	1,900,366	83,312	-4.20%	



Public Works Detail

2025

Division	Public Works
Department	Fleet

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
Other	-		-	0.00%	
Reserve Transfer	-		-	0.00%	
Sale of Equipment	40,000		40,000	100.00%	Eliminated sale of equipment, offset below
Revenue From Municipalities	20,000	32,000	12,000	-60.00%	Mobility revenue - updated to better reflect actuals
Internal Revenue	570,500	584,000	13,500	-2.37%	Machine Time
Revenue Total	630,500	616,000	14,500	2.30%	
Expense					
Reserve Transfer	290,000	250,000	40,000	-13.79%	Decreased by sale of equipment - offset above
Repairs & Services	100,000	104,850	4,850	4.85%	
Wages & Benefits	54,566	57,331	2,765	5.07%	
Materials & Supplies	63,200	80,400	17,200	27.22%	Updated fleet expenses to better reflect actuals
Insurance	14,984	13,944	1,040	-6.94%	Insurance rates
Fuel/Oil	107,750	109,475	1,725	1.60%	
Expense Total	630,500	616,000	14,500	-2.30%	
Grand Total	-	-	-		



Public Works Detail

2025

Division	Public Works
Department	Parks

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
Other	4,600	4,600	-	0.00%	
Donations	-	-	-	0.00%	
Revenue Total	4,600	4,600	-	0.00%	
Expense					
Contracted Services	212,478	230,000	17,522	8.25%	St Marys Landscaping Contract
Repairs & Services	10,000	10,000	-	0.00%	
Wages & Benefits	7,779	8,308	529	6.80%	
Materials & Supplies	26,000	26,000	-	0.00%	
Internal Expense	17,987	17,413	-574	-3.19%	Machine Time
Insurance	7,171	7,934	763	10.64%	Insurance rates
Utilities	4,000	4,000	-	0.00%	
Expense Total	285,415	303,655	18,240	6.39%	
Grand Total	280,815	299,055	18,240	6.50%	



Public Works Detail

2025

Division	Public Works
Department	Cemetery

	Sum of 2024 Budget	Sum of 2025 Budget	\$um of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
Other	-	-	-	0.00%	
User Fees	- 115,000	- 140,000	- 25,000	-21.74%	Updated to better reflect actuals
Investment Income	- 17,000	- 17,000	-	0.00%	
Revenue Total	- 132,000	- 157,000	- 25,000	-18.94%	
Expense					
Contracted Services	56,000	60,000	4,000	7.14%	St Marys Landscaping Contract
Reserve Transfer	-	-	-	0.00%	
Repairs & Services	15,000	15,000	-	0.00%	
Wages & Benefits	70,947	74,432	3,485	4.91%	
Conferences, Seminars & Training	1,250	1,250	-	0.00%	
Materials & Supplies	3,300	3,300	-	0.00%	
Internal Expense	50,668	51,866	1,198	2.36%	
Expense Total	197,165	205,848	8,683	4.40%	
Interfunctional Charges					
Internal Expense	1,900	-	1,900	-100.00%	
Interfunctional Charges Total	1,900	-	1,900	-100.00%	
Grand Total	67,065	48,848	- 18,217	-27.16%	
Department Total - Less Interfunctional	65,165	48,848	- 16,317	-25.04%	

Town of St. Marys | 2025 Municipal Budget



BUILDING & PLANNING

2025 Budget Summary

	2024	2025	% CHANGE
REVENUE	\$399,256	\$392,772	-1.62%
EXPENDITURES	\$1,403,572	\$1,432,482	2.06%
NET TAX LEVY	\$1,004,316	\$1,039,710	3.52%

Division Overview

DEPARTMENT	OPPORTUNITIES	CHALLENGES
FACILITIES	<ul style="list-style-type: none"> Facilities report card demonstrates facilities are being well maintained Work on 14 Church St. continuing as Council determines end use 	<ul style="list-style-type: none"> Keeping up with demands, projects with a small team
BUILDING	<ul style="list-style-type: none"> Working with new forms of development (e.g., apartment buildings, etc.) 	<ul style="list-style-type: none"> Managing time between plans review and building inspections (in office vs. onsite) Working with inexperienced builders/contractors
PLANNING	<ul style="list-style-type: none"> Creation of new Community Improvement Plan (CIP) Moving forward the Town's affordable housing strategy 	<ul style="list-style-type: none"> Keeping up with demands, projects with a small team Capacity to meet affordable housing targets
PROPERTY STANDARDS	<ul style="list-style-type: none"> Contractor continuing to be retained to manage property standards complaints 	<ul style="list-style-type: none"> Length of time it takes to resolve complaints



Building & Development

2025

Division	Development
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	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact
Revenue				
Grants	-	-	-	0.00%
Other	1,200	1,200	-	0.00%
Reserve Transfer	101,956	85,000	16,956	16.63%
User Fees	280,940	287,690	6,750	-2.40%
Rent & Leases	15,160	15,882	722	-100.00%
Donations	-	-	-	0.00%
Revenue Total	399,256	389,772	9,484	2.38%
Expense				
Contracted Services	107,850	108,350	500	
Reserve Transfer	48,500	53,468	4,968	10.24%
Repairs & Services	103,065	97,690	5,375	-5.22%
Wages & Benefits	648,895	749,299	100,404	15.47%
Conferences, Seminars & Training	9,000	8,500	500	-5.56%
Professional Fees	13,000	13,000	-	0.00%
Materials & Supplies	33,650	48,150	14,500	43.09%
Advertising, Marketing & Promotion	2,000	1,750	250	-12.50%
Internal Expense	23,223	23,773	550	2.37%
Insurance	11,339	12,546	1,207	10.64%
Utilities	160,550	143,150	17,400	-10.84%
Program Expenses	175,000	155,000	20,000	0.00%
Expense Total	1,336,072	1,414,676	78,604	5.88%
Interfunctional Charges				
Internal Expense	67,500	17,806	49,694	-73.62%
Internal Revenue	-	3,000	3,000	-100.00%
Interfunctional Charges Total	67,500	14,806	52,694	-78.07%
Grand Total	1,004,316	1,039,710	35,394	3.52%
Division Total - Less Interfunctional	936,816	1,024,904	88,088	9.40%



Building & Development Details

2025

Division	Development
Department	Building & Prop Stds

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
Grants	-	-	-	0.00%	
Other	-	-	-	0.00%	
Reserve Transfer	- 101,956	- 85,000	16,956	16.63%	Building permit department- self-funded
User Fees	- 260,940	- 267,690	6,750	-2.59%	
Revenue Total	- 362,896	- 352,690	10,206	2.81%	
Expense					
Contracted Services	75,000	76,000	1,000	1.33%	
Reserve Transfer	-	4,968	4,968	0.00%	
Wages & Benefits	322,805	404,003	81,198	25.15%	Planning coordinator position
Conferences, Seminars & Training	5,200	4,700	500	-9.62%	Decreased to better reflect actuals
Professional Fees	13,000	13,000	-	0.00%	
Materials & Supplies	9,350	22,050	12,700	135.83%	Reallocated Cloud Permit annual subscription fee from IT
Advertising, Marketing & Promotion	2,000	1,750	250	-12.50%	Decreased to better reflect actuals
Program Expenses	175,000	155,000	20,000	-11.43%	\$80k for Housing, \$75k CIP
Expense Total	602,355	681,471	79,116	13.13%	
Interfunctional Charges					
Internal Expense	60,600	17,806	42,794	-70.62%	
Interfunctional Charges Total	60,600	17,806	42,794	-70.62%	
Grand Total	300,059	346,587	46,528	15.51%	
Department Total - Less Interfunctional	239,459	328,781	89,322	37.30%	



Building & Development Facilities
2025

Division	Development
Department	Facilities

Location		Detail	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
14 Church St.	Expense	Contracted Services	-	-	-	0.00%	
	Expense	Repairs & Services	10,000	10,000	-	0.00%	
	Expense	Utilities	1,000	750	250	-25.00%	
14 Church St. Total			11,000	10,750	-250	-2.27%	
Administration	Expense	Reserve Transfer	45,000	45,000	-	0.00%	
	Expense	Repairs & Services	5,600	5,600	-	0.00%	
	Expense	Wages & Benefits	67,727	98,473	30,746	45.40%	Reallocation of Wages & Benefits - overall 5.89%
	Expense	Conferences, Seminars & Training	3,800	3,800	-	0.00%	
	Expense	Materials & Supplies	3,800	3,800	-	0.00%	
	Expense	Internal Expense	23,223	23,773	550	2.37%	
	Interfunctional Charges	Internal Expense	3,800	-	3,800	-100.00%	Eliminated Internal Expense
Administration Total			152,950	180,446	27,496	17.98%	
Cadzow	Expense	Repairs & Services	3,000	3,000	-	0.00%	
	Expense	Wages & Benefits	-	3,624	3,624	100.00%	Reallocation of Wages & Benefits - overall 5.89%
	Expense	Materials & Supplies	1,500	1,500	-	0.00%	
	Expense	Insurance	-	-	-	0.00%	
	Expense	Utilities	9,250	1,250	8,000	-86.49%	Removed water - splash pad - no revenue being rec. in water.
Cadzow Total			13,750	9,374	4,376	-31.83%	
Cemetery	Expense	Repairs & Services	3,800	3,800	-	0.00%	
	Expense	Materials & Supplies	-	-	-	0.00%	
	Expense	Insurance	779	861	82	10.53%	Insurance rates
	Expense	Utilities	2,300	2,900	600	26.09%	Updated to reflect actuals
Cemetery Total			6,879	7,561	682	9.91%	
Daycare	Expense	Repairs & Services	1,290	1,290	-	0.00%	
	Expense	Insurance	1,413	1,563	150	10.62%	Insurance rates
Daycare Total			2,703	2,853	150	5.55%	
Fire Hall	Revenue	Other	1,200	1,200	-	0.00%	
	Expense	Contracted Services	3,000	3,000	-	0.00%	
	Expense	Repairs & Services	4,000	4,500	500	12.50%	
	Expense	Wages & Benefits	31,495	27,316	4,179	-13.27%	Reallocation of Wages & Benefits - overall 5.89%
	Expense	Materials & Supplies	1,000	1,200	200	20.00%	
	Expense	Utilities	15,000	15,000	-	0.00%	
Fire Hall Total			53,295	49,816	3,479	-6.53%	
Lawn Bowling	Expense	Contracted Services	2,500	2,500	-	0.00%	
	Expense	Repairs & Services	5,000	5,000	-	0.00%	
	Expense	Wages & Benefits	5,394	7,659	2,265	41.99%	Reallocation of Wages & Benefits - overall 5.89%
	Expense	Materials & Supplies	1,500	1,500	-	0.00%	
	Expense	Utilities	1,000	1,750	750	75.00%	Updated to reflect actuals
Lawn Bowling Total			15,394	18,409	3,015	19.59%	
Library	Expense	Contracted Services	3,650	3,650	-	0.00%	
	Expense	Repairs & Services	4,875	6,000	1,125	23.08%	Updated to reflect actuals
	Expense	Wages & Benefits	46,625	41,769	4,856	-10.42%	Reallocation of Wages & Benefits - overall 5.89%
	Expense	Materials & Supplies	3,000	3,000	-	0.00%	
	Expense	Insurance	1,220	1,351	131	10.74%	Insurance rates
	Expense	Utilities	12,500	12,750	250	2.00%	
Library Total			71,870	68,520	3,350	-4.66%	
Lind Sportsplex	Revenue	User Fees	20,000	20,000	-	0.00%	
	Expense	Contracted Services	3,400	3,400	-	0.00%	
	Expense	Reserve Transfer	3,500	3,500	-	0.00%	
	Expense	Repairs & Services	3,000	3,000	-	0.00%	
	Expense	Wages & Benefits	19,245	23,840	4,595	23.88%	Reallocation of Wages & Benefits - overall 5.89%
	Expense	Materials & Supplies	2,500	2,500	-	0.00%	

Location		Detail	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Lind Sportsplex	Expense	Insurance	-	-	-	0.00%	
	Expense	Utilities	35,000	35,000	-	0.00%	
Lind Sportsplex Total			46,645	51,240	4,595	9.85%	
MOC	Revenue	Other	-	-	-	0.00%	
	Expense	Contracted Services	5,400	5,400	-	0.00%	
	Expense	Repairs & Services	30,000	30,000	-	0.00%	
	Expense	Wages & Benefits	59,472	54,636	4,836	-8.13%	Reallocation of Wages & Benefits - overall 5.89%
	Expense	Materials & Supplies	3,000	3,500	500	16.67%	Updated to reflect actuals
	Expense	Insurance	6,587	7,289	702	10.66%	Updated to reflect actuals
	Expense	Utilities	52,000	42,000	10,000	-19.23%	Updated to reflect actuals
	Expense	Interfunctional Charges	Internal Revenue	-	3,000	3,000	-100.00%
MOC Total			156,459	139,825	16,634	-10.63%	
Museum	Expense	Contracted Services	2,500	2,500	-	0.00%	
	Expense	Repairs & Services	9,000	7,000	2,000	-22.22%	Updated to reflect actuals
	Expense	Wages & Benefits	9,920	7,251	2,669	-26.91%	Reallocation of Wages & Benefits - overall 5.89%
	Expense	Materials & Supplies	1,000	1,000	-	0.00%	
	Expense	Insurance	1,340	1,482	142	10.60%	Insurance rates
	Expense	Utilities	6,500	7,000	500	7.69%	Updated to reflect actuals
	Museum Total			30,260	26,233	4,027	-13.31%
Quarry	Expense	Repairs & Services	500	500	-	0.00%	
	Expense	Utilities	1,000	1,000	-	0.00%	
Quarry Total			1,500	1,500	-	0.00%	
Town Hall	Revenue	Rent & Leases	2,000	2,000	-	0.00%	
	Expense	Contracted Services	9,900	9,900	-	0.00%	
	Expense	Repairs & Services	20,000	15,000	5,000	-25.00%	Updated to reflect actuals
	Expense	Wages & Benefits	55,128	50,601	4,527	-8.21%	Reallocation of Wages & Benefits - overall 5.89%
	Expense	Materials & Supplies	2,000	3,000	1,000	50.00%	Updated to reflect actuals
	Expense	Utilities	17,500	15,750	1,750	-10.00%	Updated to reflect actuals
Town Hall Total			102,528	92,251	10,277	-10.02%	
Via Rail	Revenue	Rent & Leases	13,160	13,882	722	5.49%	Updated based on latest VIA contract
	Expense	Contracted Services	2,500	2,000	500	-20.00%	Updated to reflect actuals
	Expense	Repairs & Services	3,000	3,000	-	0.00%	
	Expense	Wages & Benefits	31,084	30,127	957	-3.08%	Reallocation of Wages & Benefits - overall 5.89%
	Expense	Materials & Supplies	5,000	5,100	100	2.00%	
	Expense	Utilities	7,500	8,000	500	6.67%	Updated to reflect actuals
	Expense	Interfunctional Charges	Internal Expense	3,100	-	3,100	-100.00%
Via Rail Total			39,024	34,345	4,679	-11.99%	
Grand Total			704,257	693,123	11,134	-1.58%	
Department Total - Less Interfunctional			697,357	696,123	1,234	-0.18%	



Self-Funded

2025

Division	Self Funded
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	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact
Revenue				
User Fees	- 5,344,113	- 5,509,382	- 165,269	-3.09%
Revenue Total	- 5,344,113	- 5,509,382	- 165,269	-3.09%
Expense				
Bank Charges	1,500	1,500	-	
Contracted Services	1,825,002	1,781,966	- 43,036	-2.36%
Reserve Transfer	1,893,565	1,456,965	- 436,600	-23.06%
Repairs & Services	108,000	128,000	20,000	18.52%
Wages & Benefits	568,626	594,454	25,828	4.54%
Conferences, Seminars & Training	7,750	7,250	- 500	-6.45%
Professional Fees	45,100	55,000	9,900	21.95%
Materials & Supplies	113,663	186,307	72,644	63.91%
Advertising, Marketing & Promotion	2,500	2,750	250	10.00%
Internal Expense	117,749	120,534	2,785	2.37%
Insurance	23,404	25,898	2,494	10.66%
Debenture Payment	130,204	409,545	279,341	214.54%
Utilities	393,250	382,500	- 10,750	-2.73%
Fuel/Oil	20,000	20,000	-	0.00%
Expense Total	5,250,313	5,172,669	- 77,644	-1.48%
Interfunctional Charges				
Internal Expense	93,800	336,713	242,913	258.97%
Internal Revenue	-	-	-	
Interfunctional Charges Total	93,800	336,713	242,913	258.97%
Grand Total	-	-	-	-



Self-Funded Details

2025

Division	Self Funded
Department	Water

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
User Fees	- 1,998,907	- 1,999,331	- 424	-0.02%	Projecting less consumption, post COVID
Revenue Total	- 1,998,907	- 1,999,331	- 424	-0.02%	
Expense					
Contracted Services	607,484	622,156	14,672	2.42%	OCWA contract up 1.9%, Upper Thames contract up 8%
Reserve Transfer	780,998	675,691	- 105,307	-13.48%	Self-funded adjustment; decrease in revenue
Repairs & Services	63,500	63,500	-	0.00%	
Wages & Benefits	186,752	199,094	12,342	6.61%	
Conferences, Seminars & Training	3,500	3,500	-	0.00%	
Professional Fees	5,100	10,000	4,900	96.08%	Engineering fees on well - wells are aging
Materials & Supplies	68,563	104,207	35,644	51.99%	Wells are aging; added PIL tax expense -\$25k
Advertising, Marketing & Promotion	1,000	1,000	-	0.00%	
Internal Expense	37,572	38,460	888	2.36%	
Insurance	20,128	22,273	2,145	10.66%	Insurance rates.
Debt Payment	46,160	46,160	-	0.00%	
Utilities	121,250	110,000	- 11,250	-9.28%	Updated utility accounts to better reflect actuals.
Expense Total	1,942,007	1,896,041	- 45,966	-2.37%	
Interfunctional Charges					
Internal Expense	56,900	103,290	46,390	81.53%	
Interfunctional Charges Total	56,900	103,290	46,390	81.53%	
Grand Total	-	-	-		



Self-Funded Details

2025

Division	Self Funded
Department	Wastewater

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
User Fees	2,363,058	2,476,748	113,690	-4.81%	User fees up 4.5%
Revenue Total	2,363,058	2,476,748	113,690	-4.81%	
Expense					
Contracted Services	760,842	789,064	28,222	3.71%	OCWA contract up 1.9%
Reserve Transfer	953,187	606,234	-346,953	-36.40%	Self-funded adjustment
Repairs & Services	43,500	63,500	20,000	45.98%	Equipment repairs increased \$20k
Wages & Benefits	187,093	199,474	12,381	6.62%	
Conferences, Seminars & Training	2,000	2,000	-	0.00%	
Professional Fees	10,000	10,000	-	0.00%	
Materials & Supplies	39,000	65,250	26,250	67.31%	Added PIL tax expense - \$25k
Advertising, Marketing & Promotion	1,000	1,000	-	0.00%	
Internal Expense	29,556	30,255	699	2.37%	
Insurance	3,276	3,625	349	10.65%	Insurance rates
Debenture Payment	30,104	309,445	279,341	927.92%	WWTP debenture
Utilities	268,500	268,500	-	0.00%	
Expense Total	2,328,058	2,348,347	20,289	0.87%	
Interfunctional Charges					
Internal Expense	35,000	128,401	93,401	266.86%	
Interfunctional Charges Total	35,000	128,401	93,401	266.86%	
Grand Total	-	-	-	0	



Self-Funded Details

2025

Division	Self Funded
Department	Landfill

	Sum of 2024 Budget	Sum of 2025 Budget	Sum of \$ Levy Impact	% of Levy Impact	Comments
Revenue					
User Fees	982,148	1,033,303	51,155	-5.21%	User fees up 4.00%; increased demand
Revenue Total	982,148	1,033,303	51,155	-5.21%	
Expense					
Bank Charges	1,500	1,500	-	0.00%	
Contracted Services	456,676	370,746	-85,930	-18.82%	BRA contract - producer pay, effective Apr 01, 2024
Reserve Transfer	159,380	175,040	15,660	9.83%	Self-funded adjustment
Repairs & Services	1,000	1,000	-	0.00%	
Wages & Benefits	194,781	195,886	1,105	0.57%	
Conferences, Seminars & Training	2,250	1,750	-500	-22.22%	Decreased professional development \$500.
Professional Fees	30,000	35,000	5,000	16.67%	Engineering fees increased \$5,000
Materials & Supplies	6,100	16,850	10,750	176.23%	Added PIL tax expense - \$10,500
Advertising, Marketing & Promotion	500	750	250	50.00%	Mileage increased \$250
Internal Expense	50,621	51,819	1,198	2.37%	
Debtenture Payment	53,940	53,940	-	0.00%	
Utilities	3,500	4,000	500	14.29%	Updated utility accounts to better reflect actuals
Fuel/Oil	20,000	20,000	-	0.00%	
Expense Total	980,248	928,281	-51,967	-5.30%	
Interfunctional Charges					
Internal Expense	1,900	105,022	103,122	5427.47%	
Internal Revenue	0		0	0.00%	
Interfunctional Charges Total	1,900	105,022	103,122	5427.47%	
Grand Total	-	-	-	0	



10 Year Outlook 2025 Budget

Capital Expenditures by Funding Source

Row Labels	Sum of 2024	Sum of 2025	Sum of 2026	Sum of 2027	Sum of 2028	Sum of 2029	Sum of 2030	Sum of 2031	Sum of 2032	Sum of 2033	Sum of 2034
Donations	79,000.00	92,000.00									
Government Grants	1,121,000.00	1,115,880.00	2,655,500.00	1,337,500.00	1,523,000.00	1,190,000.00	1,020,000.00	720,000.00	38,000.00	700,000.00	1,900,000.00
Res Fds - Dev Charges	5,015,000.00	100,000.00	350,000.00	1,176,730.00	738,000.00	2,125,000.00	1,408,100.00	710,200.00	2,700,633.33	2,515,333.33	3,015,333.33
Reserve - Fire	83,000.00	18,000.00	11,000.00	28,000.00	742,000.00	5,000.00	39,500.00	25,000.00	11,000.00	5,000.00	85,000.00
Reserve - General Capit	2,714,433.00	2,982,150.00	1,152,500.00	2,738,500.00	2,983,500.00	1,193,000.00	1,354,400.00	1,236,000.00	1,178,000.00	910,000.00	1,406,000.00
Reserve - Landfill	130,000.00	355,000.00	690,000.00	975,000.00	40,000.00		45,000.00	1,250,000.00	550,000.00	150,000.00	150,000.00
Reserve - Police		80,000.00		80,000.00		80,000.00		80,000.00		80,000.00	
Reserve - PW Equipmen	641,000.00	763,500.00	55,000.00	545,000.00	695,000.00	175,000.00	498,000.00	205,000.00	205,000.00	205,000.00	150,000.00
Reserve - Roads	1,014,000.00	1,106,000.00	981,000.00	2,342,000.00	1,747,600.00	1,100,000.00	756,500.00	459,000.00	1,008,000.00	1,587,000.00	443,000.00
Reserve - Wastewater	4,400,513.00	2,287,000.00	640,000.00	665,000.00		370,000.00	375,000.00	750,000.00	1,347,333.33	347,333.33	347,333.33
Reserve - Water	735,420.00	2,282,500.00	437,500.00	150,000.00	400,000.00	1,195,000.00	888,000.00	665,000.00	295,000.00	520,000.00	265,000.00
Developer	40,000.00										
Reserve - Childcare		50,000.00									
Reserve - Curling Club		5,000.00									
Grand Total	15,973,366.00	11,237,030.00	6,972,500.00	10,037,730.00	8,869,100.00	7,433,000.00	6,384,500.00	6,100,200.00	7,332,966.67	7,019,666.67	7,761,666.67

Capital Expenditures by Department

Row Labels	Sum of 2024	Sum of 2025	Sum of 2026	Sum of 2027	Sum of 2028	Sum of 2029	Sum of 2030	Sum of 2031	Sum of 2032	Sum of 2033	Sum of 2034
Administration	864,459.00	135,000.00	105,000.00	80,000.00		80,000.00	326,000.00	80,000.00		80,000.00	75,000.00
Community Services	1,308,474.00	2,304,150.00	291,500.00	552,000.00	2,649,000.00	419,000.00	960,000.00	272,000.00	144,000.00		420,000.00
Corporate Services	357,500.00	179,000.00	200,000.00	187,730.00	80,000.00	640,000.00	40,000.00	575,000.00	800,000.00	860,000.00	830,000.00
Facilities	363,000.00	295,000.00	560,000.00	3,123,500.00	2,262,500.00	373,000.00	219,000.00	269,000.00	223,000.00	50,000.00	581,000.00
Fire	83,000.00	18,000.00	11,000.00	10,000.00	742,000.00	5,000.00	39,500.00	25,000.00	11,000.00	5,000.00	85,000.00
Fleet	641,000.00	763,500.00	310,000.00	545,000.00	750,000.00	175,000.00	498,000.00	205,000.00	205,000.00	205,000.00	150,000.00
HR								30,000.00			
Library											
Planning		100,000.00					100,000.00				
Roads	2,090,000.00	2,517,880.00	2,340,000.00	2,412,000.00	1,945,600.00	4,176,000.00	2,894,000.00	1,979,200.00	1,242,300.00	2,287,000.00	2,343,000.00
SAN	9,400,513.00	2,287,000.00	690,000.00	665,000.00		370,000.00	375,000.00	750,000.00	3,862,666.67	2,862,666.67	2,862,666.67
Waste	130,000.00	355,000.00	2,027,500.00	2,312,500.00	40,000.00		45,000.00	1,250,000.00	550,000.00	150,000.00	150,000.00
Water	735,420.00	2,282,500.00	437,500.00	150,000.00	400,000.00	1,195,000.00	888,000.00	665,000.00	295,000.00	520,000.00	265,000.00
Grand Total	15,973,366.00	11,237,030.00	6,972,500.00	10,037,730.00	8,869,100.00	7,433,000.00	6,384,500.00	6,100,200.00	7,332,966.67	7,019,666.67	7,761,666.67

Closing Capital Reserve Balance

Year	Fire	General Capital	Landfill	Police	PW Equipment	Roads	Wastewater	Water	DCs
2023	(103,573)	5,059,656	260,459	88,000	1,169,616	518,535	89,061	2,477,370	2,638,697
2024	(32,573)	4,237,253	138,847	118,000	787,768	304,266	(659,500)	2,969,474	2,986,505
2025	114,067	2,064,198	(33,952)	73,000	354,901	1,235,403	(874,283)	15,833	3,135,482
2026	278,606	2,893,043	(20,222)	108,000	638,727	1,503,328	(989,468)	(238,957)	3,191,341
2027	437,311	1,049,068	(752,012)	63,000	462,329	1,648,683	(1,039,339)	286,877	2,442,551
2028	(106,542)	514,049	(553,353)	98,000	150,723	1,322,135	(338,399)	692,078	2,117,982
2029	98,329	1,423,961	504,035	53,000	330,662	2,142,328	198,126	371,221	412,105
2030	280,716	3,529,041	894,416	88,000	200,327	2,793,148	893,945	306,716	(634,375)
2031	489,919	5,887,395	116,286	43,000	370,749	3,774,617	1,348,119	477,371	(1,009,355)
2032	725,749	8,429,303	50,780	78,000	561,436	4,262,577	1,332,884	1,040,544	(3,369,486)
2033	978,524	11,356,526	419,403	33,000	772,660	4,219,179	444,766	3,406,785	(5,630,072)
2034	1,162,572	13,897,561	807,462	68,000	1,059,666	5,361,964	1,614,173	4,067,986	(8,471,114)

2025 Capital Budget Summary

Project	Department	Pre - Budget Approval	Type	2025 Budget	REVENUE SOURCE												
					RESERVES							Development Charges	Other	Long Term Debt	Grant - Provincial	Grant - Federal	
					Reserve - Gen Capital	Reserve - Roads	Reserve - Water	Reserve - Wastewater	Reserve - Landfill	Reserve - Fire	Reserve - Police						Reserve Equipment
2025 CAPITAL PROJECTS - TOTAL				\$6,943,500	\$1,294,500	\$1,106,000	\$2,252,500	\$1,062,000	\$100,000	\$18,000	\$80,000	\$183,500	\$100,000	\$142,000	\$0	\$575,000	\$30,000
2024 Carryforward Projects																	
Town Hall Front Porch Pointing	Facilities		Major Maintenance	\$15,000	\$15,000												
MOC Concrete Slab Repairs	Facilities		Major Maintenance	\$20,000	\$20,000												
MOC Salt Shed Metal Siding Repairs	Facilities		Major Maintenance	\$18,000	\$18,000												
MOC Salt Shed Metal Roof Repairs	Facilities		Major Maintenance	\$27,000	\$27,000												
WWTP	PW - Wastewater		Replacement	\$1,000,000			\$1,000,000										
EA - WPCP	PW - Wastewater		Replacement	\$225,000			\$225,000										
Landfill Design and Approvals	PW - Landfill		New Asset	\$255,000				\$255,000									
PLC Upgrades	PW - Water		Replacement	\$30,000		\$30,000											
Communications Website	Corporate Services		Replacement	\$15,000	\$15,000												
PRC Building Assessment	Community Services		Replacement	\$30,000	\$30,000												
Main Pool Filters - Replacement	Community Services		Replacement	\$97,650	\$97,650												
Aquatics Centre Renovation	Community Services		Replacement	\$1,375,000	\$1,375,000												
Wellington St. (Park to St. Maria)	PW - Roads		Replacement	\$501,880												\$501,880	
Asset Management Plan	Corporate Services		Replacement	\$9,000													\$9,000
Cemetery Master Plan	PW - Cemetery		New Asset	\$30,000	\$30,000												
Downtown Service Review	Administration		New Asset	\$30,000	\$30,000												
PRC Entrance Door Replacements	Community Services		Replacement	\$30,000	\$30,000												
FC Reception Upgrades	Community Services		Replacement	\$10,000										\$10,000			
Landfill Compactor	PW - Fleet		Replacement	\$150,000								\$150,000					
T40 Plow Truck (2023)	PW - Fleet		Replacement	\$430,000								\$430,000					
2024 CARRYFORWARD PROJECTS - TOTAL				\$4,298,530	\$1,687,650	\$0	\$30,000	\$1,225,000	\$255,000	\$0	\$0	\$580,000	\$0	\$10,000	\$0	\$501,880	\$9,000

**TOWN OF ST. MARYS
2025 Capital Project**

PROJECT # 1 **PROJECT NAME:** Concrete Block Repairs
DEPARTMENT: Community Services **LOCATION:** Pyramid Recreation Centre

PROJECT DETAILS

SCOPE OF THE WORK
Repairs of Concrete block in various locations

JUSTIFICATION
Required to be done due to facility age and condition in some areas in the Arena and Community Centre

ASSET MANAGEMENT	Investment Type	Replacement
	Existing Asset Age and CityWide Asset ID	45 years
	Estimated Resale Value	\$0
	Writedown	\$0.00
	New Asset Estimated Useful Life	100 years
	New Asset Annual Operating Costs	N/A
	Anticipated Major Maintenance Costs	More areas will need to be treated in the future. Similar cost
	New Asset Replacement Cost	\$12,000
	Funding Source of Future Lifecycle Costs	General Capital Reserve
	Impact to Operating Budget	N/A
	Impact to Operating Transfer to Reserves	N/A
	Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT
 Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Concrete Block Repairs	\$12,000
TOTAL	\$12,000
FUNDING	
General Capital Reserve	\$12,000
TOTAL	\$12,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 2 **PROJECT NAME:** Exhaust Fan Replacements
DEPARTMENT: Community Services **LOCATION:** Pyramid Recreation Centre

PROJECT DETAILS

SCOPE OF THE WORK

Remove and replace five exhaust fans that service the canteen and public washrooms in the arena and community centre.

JUSTIFICATION

The exhaust fans are due for replacement, they are near the end of their expected lifespan.

ASSET MANAGEMENT

Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	17 years
Estimated Resale Value	\$0
Writedown	\$0.00
New Asset Estimated Useful Life	15 years
New Asset Annual Operating Costs	\$1,000
Anticipated Major Maintenance Costs	N/A
New Asset Replacement Cost	\$25,000
Funding Source of Future Lifecycle Costs	General Capital Reserve
Impact to Operating Budget	N/A
Impact to Operating Transfer to Reserves	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Recreation and Leisure Plan

BUDGET

COSTS	
Exhaust Fans	\$25,000
TOTAL	\$25,000
FUNDING	
General Capital Reserve	\$25,000
TOTAL	\$25,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 3 **PROJECT NAME:** Furnace Replacement
DEPARTMENT: Community Services **LOCATION:** Pyramid Recreation Centre

PROJECT DETAILS

SCOPE OF THE WORK

Replace Commercial Furnace Servicing Community Centre hallway and washrooms.

JUSTIFICATION

In need of replacement due to age and condition. A like-for-like replacement is recommended, with a newer furnace being more energy efficient

ASSET MANAGEMENT

Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	2004
Estimated Resale Value	\$0
Writedown	\$0.00
New Asset Estimated Useful Life	20 years
New Asset Annual Operating Costs	\$2,000
Anticipated Major Maintenance Costs	Blower motor replacment x 1: \$5000
New Asset Replacement Cost	\$15,000
Funding Source of Future Lifecycle Costs	General Capital Reserve
Impact to Operating Budget	(-250) through better energy efficiency
Impact to Operating Transfer to Reserves	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: PRC Strategic Business Plan

BUDGET

COSTS	
Replace Commercial Furnace	\$15,000
TOTAL	\$15,000
FUNDING	
General Capital Reserve	\$15,000
TOTAL	\$15,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 4 **PROJECT NAME:** Pool Renovation: Replacement of Natatorium Components
DEPARTMENT: Community Services **LOCATION:** Pyramid Recreation Centre

PROJECT DETAILS

SCOPE OF THE WORK

Replacement and restoration work including lane starting blocks, railings, window sills, spot-replacement of some deck tile, replace doors and door frames accessing change rooms and lifeguard office.

JUSTIFICATION

Additional pool renovation items to restore aspects of the pool in line with HVAC/Dehumidification work ongoing. These items are not captured in the scope of the larger renovation but require updating due to age and condition. Reduce need for future shut downs.

ASSET MANAGEMENT

Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	15 years
Estimated Resale Value	\$0
Writedown	Unknown at this time
New Asset Estimated Useful Life	15 years
New Asset Annual Operating Costs	Unknown at this time
Anticipated Major Maintenance Costs	N/A
New Asset Replacement Cost	\$125,000
Funding Source of Future Lifecycle Costs	Operational budget
Impact to Operating Budget	N/A
Impact to Operating Transfer to Reserves	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Project costs	\$125,000
TOTAL	\$125,000
FUNDING	
General Capital Reserve	\$125,000
TOTAL	\$125,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 5 **PROJECT NAME:** Plate and Frame Refurbishment - Gasket
DEPARTMENT: Community Services **LOCATION:** Pyramid Recreation Centre

PROJECT DETAILS

SCOPE OF THE WORK

Isolate, dismantle and refurbish one of two refrigeration evaporators with new gaskets then reassemble and return to service.

JUSTIFICATION

This is an expected maintenance requirement of the evaporator type in our refrigeration plant, to ensure it reaches the end of its full useful life. The evaporator itself is constructed with titanium and stainless steel, which remain in good shape. Gaskets in between stainless steel sections wear over time, allowing miniscule amounts of ammonia to leak into the plant room. The leaks can become significantly worse if left unrepaired. Completing this work will extend the equipment's life for at least another 15 years unless unforeseen issues occur. There are two evaporators, and can be serviced one year apart.

ASSET MANAGEMENT

Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	17 years
Estimated Resale Value	\$0
Writedown	\$0.00
New Asset Estimated Useful Life	15 years
New Asset Annual Operating Costs	\$0
Anticipated Major Maintenance Costs	N/A
New Asset Replacement Cost	\$40,000
Funding Source of Future Lifecycle Costs	Operational budget
Impact to Operating Budget	N/A
Impact to Operating Transfer to Reserves	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Recreation and Leisure Plan

BUDGET

COSTS	
Replacement of gaskets	\$40,000
TOTAL	\$40,000
FUNDING	
General Capital Reserve	\$40,000
TOTAL	\$40,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 6 **PROJECT NAME:** Solis Park Diamond Upgrades
DEPARTMENT: Community Services **LOCATION:** Solis Park (PRC Diamond)

PROJECT DETAILS

SCOPE OF THE WORK

Restoration work to the diamond, including base anchor replacements, fencing repairs, additional benches and other amenities.

JUSTIFICATION

The minor baseball association has had challenges allocating games when needing to use fields other than the hall of fame diamonds due to Town diamonds being maintained as practice diamonds only. The association has made several requests to have this facility see some modest upgrades to be able to host games for every minor age group.

ASSET MANAGEMENT

Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	47 years; Asset ID: 541
Estimated Resale Value	\$0
Writedown	\$0.00
New Asset Estimated Useful Life	10 years
New Asset Annual Operating Costs	\$3,000
Anticipated Major Maintenance Costs	Replacement of stone dust in 5 years: \$5000
New Asset Replacement Cost	\$10,000
Funding Source of Future Lifecycle Costs	Operational budget
Impact to Operating Budget	N/A
Impact to Operating Transfer to Reserves	N/A
Impact to Level of Service	Improve

STRATEGIC ALIGNMENT

Supported by: Recreation and Leisure Plan

BUDGET

COSTS	
Diamond Upgrades	\$10,000
TOTAL	\$10,000
FUNDING	
General Capital Reserve	\$10,000
TOTAL	\$10,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 7 **PROJECT NAME:** Arena Skate Tile Replacement
DEPARTMENT: Community Services **LOCATION:** Pyramid Recreation Centre

PROJECT DETAILS

SCOPE OF THE WORK

Removal and replacement of the arena skate tile for hallways, change rooms, and rink perimeters with similar material.

JUSTIFICATION

The current tile has outlived its expected useful life as it was originally intended to be replaced in 2019. Reduced usage during the pandemic and the high quality of the existing flooring were factors to extend the life.

ASSET MANAGEMENT

Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	17 years
Estimated Resale Value	\$0
Writedown	\$0.00
New Asset Estimated Useful Life	12 years
New Asset Annual Operating Costs	\$0
Anticipated Major Maintenance Costs	0
New Asset Replacement Cost	\$150,000
Funding Source of Future Lifecycle Costs	General Capital Reserve
Impact to Operating Budget	N/A
Impact to Operating Transfer to Reserves	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Recreation and Leisure Plan

BUDGET

COSTS	
Skate Tile Flooring	\$150,000
TOTAL	\$150,000
FUNDING	
General Capital Reserve	\$150,000
TOTAL	\$150,000



COMMENTS

**TOWN OF ST. MARYS
2025 Capital Project**

PROJECT # 8 **PROJECT NAME:** Update Facility Paint Colours
DEPARTMENT: Community Services **LOCATION:** Friendship Centre

PROJECT DETAILS

SCOPE OF THE WORK
Repainting of the Friendship Centre walls in all spaces with updated colours. Minor drywall repairs, etc. to be completed as spaces are painted

JUSTIFICATION
PRC strategic business plan identifies facility condition and modernization as priorities for updating in phases.

ASSET MANAGEMENT	Investment Type	Replacement
	Existing Asset Age and CityWide Asset ID	19 years
	Estimated Resale Value	\$0
	Writedown	\$0.00
	New Asset Estimated Useful Life	15 years
	New Asset Annual Operating Costs	\$500
	Anticipated Major Maintenance Costs	N/A
	New Asset Replacement Cost	\$10,000
	Funding Source of Future Lifecycle Costs	General Capital Reserve
	Impact to Operating Budget	N/A
	Impact to Operating Transfer to Reserves	N/A
	Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT
 Supported by: PRC Strategic Business Plan

BUDGET

COSTS	
Painting	\$15,000
TOTAL	\$15,000
FUNDING	
FC Donations	\$15,000
TOTAL	\$15,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 9 **PROJECT NAME:** Youth Centre Floor Replacement
DEPARTMENT: Community Services **LOCATION:** Pyramid Recreation Centre

PROJECT DETAILS

SCOPE OF THE WORK

Remove VCT tile in the Youth Centre and replace with Luxury Vinyl

JUSTIFICATION

The floor is in need of replacement due to its age and condition. Changing from a VCT tile which requires regular maintenance to a luxury vinyl tile will reduce maintenance and staff costs

ASSET MANAGEMENT

Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	
Estimated Resale Value	\$0
Writedown	\$0.00
New Asset Estimated Useful Life	15 years
New Asset Annual Operating Costs	\$500
Anticipated Major Maintenance Costs	0
New Asset Replacement Cost	\$15,000
Funding Source of Future Lifecycle Costs	General Capital Reserve
Impact to Operating Budget	N/A
Impact to Operating Transfer to Reserves	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Recreation and Leisure Plan

BUDGET

COSTS	
Removal of existing and installation of replacement flooring	\$15,000
TOTAL	\$15,000
FUNDING	
General Capital Reserve	\$15,000
TOTAL	\$15,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 10 **PROJECT NAME:** Furniture Replacement
DEPARTMENT: Community Services **LOCATION:** Friendship Centre

PROJECT DETAILS

SCOPE OF THE WORK

Replace original furniture in Main Hall due to age and condition with like for like.

JUSTIFICATION

Furniture is worn, broken wood, etc. Padding on seats is worn.

ASSET MANAGEMENT

Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	19 years
Estimated Resale Value	\$1,000
Writedown	\$0.00
New Asset Estimated Useful Life	15 years
New Asset Annual Operating Costs	Nil
Anticipated Major Maintenance Costs	Nil
New Asset Replacement Cost	\$7,500
Funding Source of Future Lifecycle Costs	
Impact to Operating Budget	N/A
Impact to Operating Transfer to Reserves	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: PRC Strategic Business Plan

BUDGET

COSTS	
Furniture	\$7,500
TOTAL	\$7,500
FUNDING	
General Capital Reserve	\$7,500
TOTAL	\$7,500



COMMENTS

Would complete in line with repainting and of the Friendship Centre to update the asset

**TOWN OF ST. MARYS
2025 Capital Project**

PROJECT #	11	PROJECT NAME:	PRC Splashpad
DEPARTMENT:	Community Services	LOCATION:	Pyramid Recreation Centre

PROJECT DETAILS

SCOPE OF THE WORK

Refurbish splash pad components including a new controller, new start-up sensor, replace outdated features, decommission obsolete equipment if necessary.

JUSTIFICATION

The splash pad at the PRC was built in 2008 with the Aquatics Centre build and regular maintenance was performed in order to keep the splash pad well maintained. In 2018, a core service review was completed and the splash pad was deemed excess due to the newly completed splash pad at Cadzow park. The direction at the time moving forward was to continue operating the splash pad but not maintain an operating budget to replace or make significant repairs to features.

ASSET MANAGEMENT

Investment Type	Major Maintenance
Existing Asset Age	17 years
Existing Asset Condition	Poor
Was Work Anticipated or will Useful Life be Extended	Useful life would be extended by 15 years
Remaining Life of Asset after Maintenance	15 years
Impact to Operating Budget	2500
Impact to Level of Service	Improve

STRATEGIC ALIGNMENT

Supported by: PRC Strategic Business Plan

BUDGET

COSTS	
Replacement of controller, some features, upgrades to surface	\$75,000
TOTAL	\$75,000
FUNDING	
General Capital Reserve	\$75,000
TOTAL	\$75,000



COMMENTS

**TOWN OF ST. MARYS
2025 Capital Project**

PROJECT #	12	PROJECT NAME:	PRC Generator
DEPARTMENT:	Community Services	LOCATION:	Pyramid Recreation Centre

PROJECT DETAILS

SCOPE OF THE WORK

Installation of a permanent generator at the PRC which is the designated Evacuation Centre for the Town.

JUSTIFICATION

Currently the backup generator is located at the PRC to use in case of a local emergency such as a power failure during an evacuation centre scenario. However, the generator serves as also the backup generator for the Town's water supply wells thus if a serious enough emergency were to occur, it would be needed in two places at once. A permanent generator to serve as the secondary power supply for the PRC is therefore required in order to comply with the Town's Emergency Management Plan in relation to providing emergency shelter if needed.

ASSET MANAGEMENT

Investment Type	Replacement
New Asset Estimated Useful Life	20 years
New Asset Annual Operating Costs (impact to operating budget)	\$1,500
New Asset Lifecycle Maintenance Costs	Included in annual operating costs
New Asset Replacement Cost	\$ 225,000.00
Funding Source of New Asset Lifecycle Costs	General Capital Reserve
Associated Rate or Tax Increase in Operating Budget	N/A
Required Future Operating Budget Transfer to Reserve	\$ 11,250.00
Impact to Level of Service	Improve

STRATEGIC ALIGNMENT

Supported by: Emergency Management Plan

BUDGET

COSTS	
Generator	\$225,000
TOTAL	\$225,000
FUNDING	
General Capital Reserve	\$225,000
TOTAL	\$225,000



COMMENTS

Apply grant funding.

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 13 **PROJECT NAME:** Downtown Heritage Interpretive Signage
DEPARTMENT: Cultural Services **LOCATION:** Downtown St. Marys

PROJECT DETAILS

SCOPE OF THE WORK
The proposed project involves installing 15-25 plaques sharing the history of downtown buildings. These plaques would be uniform in size and style and would be affixed directly to building, similar to heritage designation plaques. Most of the research and writing for the plaque content has already been conducted through various previous projects.

JUSTIFICATION
Various versions of the "Stories of the Stores" have been displayed in downtown storefronts for events such as Homecoming and Doors Open. These have been researched and written by Museum staff and volunteers, and provided to business owners on paper. This, along with the heritage walking tour brochure have generated great interest in the history of downtown buildings. The green heritage interpretive signage located throughout St. Marys has also been a popular community asset. Affixing proper signs to the buildings would allow visitors to learn more about the community's history and would improve the professionalism from the current paper signs that business owners place in their windows.

ASSET MANAGEMENT	Investment Type	New Asset
	New Asset Estimated Useful Life	8-10 years
	New Asset Annual Operating Costs (impact to operating budget)	0
	New Asset Lifecycle Maintenance Costs	0
	New Asset Replacement Cost	N/A
	Funding Source of New Asset Lifecycle Costs	N/A
	Associated Rate or Tax Increase in Operating Budget	N/A
	Required Future Operating Budget Transfer to Reserve	N/A
	Impact to Level of Service	Improve

STRATEGIC ALIGNMENT
Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Manufacture of 15-25 plaques	\$20,000
Installation of 15-25 plaques	\$2,000
TOTAL	\$22,000
FUNDING	
Working Capital reserve	\$22,000
TOTAL	\$22,000



COMMENTS

The Town of St. Marys received \$22,000 in funding through a Main Street grant prior to COVID.

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 14 **PROJECT NAME:** Daycare AstroTurf Repairs, stump removals & shade structure
DEPARTMENT: Community Services **LOCATION:** 161 Peel St.

PROJECT DETAILS

SCOPE OF THE WORK

Removal of tree stumps in daycare play ground, repair of artificial turf, installation of posts for shade canopies.

JUSTIFICATION

Trees on perimeter of the daycare playground were removed as part of the school board facility maintenance program. The trees provided a large portion of the shading and currently the playground is in full sun all day. Temporary portable sun shades have been purchased for the interim but only cover a small portion of the playground. Additional posts will be required to accommodate a large sun sail. Installation of the new posts and removal of the old stumps will require repairs to the artificial turf.

ASSET MANAGEMENT

Investment Type	Major Maintenance
Existing Asset Age	5-10 Years
Existing Asset Condition	Good
Was Work Anticipated or will Useful Life be Extended	No
Remaining Life of Asset after Maintenance	20-25 years
Impact to Operating Budget	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Construction	\$25,000
TOTAL	\$25,000
FUNDING	
Childcare Reserve	\$25,000
TOTAL	\$25,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 15 **PROJECT NAME:** Pagers
DEPARTMENT: Fire Department **LOCATION:** Fire Hall

PROJECT DETAILS

SCOPE OF THE WORK

To procure pagers that are used as a primary way of alerting Volunteer Firefighters of an emergency response. When the unit is activated, the pager sounds a tone alert, followed by an announcement from a dispatcher alerting the user of a situation. Top five reasons why we use pagers: They can send the same message to multiple people at the same time. They can record and store voice messages. They have a rechargeable battery. They are easy to use and really hard to break. They are encrypted to keep information secure. Pagers don't rely on cellular service or Wi-Fi to operate.

JUSTIFICATION

Some of our current pagers have been in operation for 10 - 15 years. Some of the pagers only have one channel capability due to the fact that the earlier models did not offer a two channel system. Over the last eight years some of the pagers have been replaced with a two channel system so we must update the rest of the pagers.

ASSET MANAGEMENT

Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	10-15 years
Estimated Resale Value	\$100 per pager
Writedown	
New Asset Estimated Useful Life	10 years - The pager is designed to be as robust, simple and reliable as possible. It therefore has a lifespan of over 10 years is
New Asset Annual Operating Costs	\$0
Anticipated Major Maintenance Costs	
New Asset Replacement Cost	\$850 each
Funding Source of Future Lifecycle Costs	Fire Reserves
Impact to Operating Budget	N/A
Impact to Operating Transfer to Reserves	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Emergency Management Plan

BUDGET

COSTS	
Motorola Minitor VII Pagers x 15 a \$825 each	\$13,000
TOTAL	\$13,000
FUNDING	
Fire Reserve	\$13,000
TOTAL	\$12,375



COMMENTS

The Motorola Minitor VII two tone pager is the most technically advanced pager for Fire Departments that need to react quickly in times of emergency. With up to 16 minutes of voice recording, customizable call alerts and improved receiver design, the Minitor VII is flexible, rugged and reliable.

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 16 **PROJECT NAME:** Fire Hose
DEPARTMENT: Fire Department **LOCATION:** Fire Hall

PROJECT DETAILS

SCOPE OF THE WORK

To procure Dura-Flow hose in 1.5" x 50' and 4" x 50' lengths. We must purchase the same type of hose as we already have on all of our fire apparatus. Dura-Flow meets or exceeds all requirements of NFPA 1961 for attack hose.

JUSTIFICATION

We require hose to replace hose that has become unserviceable and to have some in reserve in the event we need to replace a hose during an emergency. Dura-Flow hose is lightweight, small diameter, rubber covered attack hose that packs a big punch. The heat and chemical resistant, nitrile/PVC through-the-weave design provides peak performance and maximum flow. With a test pressure of 600 psi, Dura-Flow clearly outperforms conventional rubber covered attack lines. A rugged, thick ribbed outer jacket construction makes the hose highly resistant to kink, impact, punctures, cuts and abrasion. NFPA1961 compliant and UL listed.

ASSET MANAGEMENT

Investment Type	New Asset
New Asset Estimated Useful Life	10 Years - Overall, replacing fire hoses every 10 years is a useful guideline to follow, but specific factors such as frequency of use
New Asset Annual Operating Costs (Impact to operating budget)	\$0
New Asset Lifecycle Maintenance Costs	\$0
New Asset Replacement Cost	\$5,000
Funding Source of New Asset Lifecycle Costs	Fire Reserves
Associated Rate or Tax Increase in Operating Budget	N/A
Required Future Operating Budget Transfer to Reserve	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Key Proflow 4" x 50' Yellow Storz - \$771.17 x 3	\$2,500
Key Proflow 1.5" x 50' Red Storz - \$330.55 each x 8	\$2,500
TOTAL	\$5,000
FUNDING	
Fire Reserve	\$5,000
TOTAL	\$5,000



COMMENTS

Having approximately 10% of spare hose in reserve will allow firefighters the opportunity to replace worn or unserviceable hose quickly and to maintain operational readiness. With lead times of 4-6 months for delivery it is important not to wait until hose is required to order it.

**TOWN OF ST. MARYS
2025 Capital Project**

PROJECT # 17 **PROJECT NAME:** Energy efficiency upgrades
DEPARTMENT: Facilities **LOCATION:** Multiple Town Sites

PROJECT DETAILS

SCOPE OF THE WORK
Energy efficiency upgrades that are included in our climate change action plan such as efficient lighting, HVAC changes, EV charging, etc.

JUSTIFICATION
Energy efficiency upgrades; used to assist the Town in reaching its climate action plan goals

ASSET MANAGEMENT		New Asset
Investment Type		
New Asset Estimated Useful Life		
New Asset Annual Operating Costs (impact to operating budget)		
New Asset Lifecycle Maintenance Costs		
New Asset Replacement Cost		
Funding Source of New Asset Lifecycle Costs		
Associated Rate or Tax Increase in Operating Budget		
Required Future Operating Budget Transfer to Reserve		
Impact to Level of Service		Improve

STRATEGIC ALIGNMENT
 Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Construction	\$50,000
TOTAL	\$50,000
FUNDING	
Reserve - General Capital	\$50,000
TOTAL	\$50,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 18 **PROJECT NAME:** Chapel Roof and Building Painting
DEPARTMENT: Facilities **LOCATION:** 150 Cain St South

PROJECT DETAILS

SCOPE OF THE WORK

The project involves the replacement of the steel roof with black painted steel. Painting of the exterior of the building including all fascia and eaves.

JUSTIFICATION

The current steel roof is peeling paint. The roof had been painted and repaired in 2016. By replacing the steel with factory painted steel, the maintenance painting will be eliminated. Saving the town money in the future. The exterior of the building was painted in 2017 and requires to be painted again.

ASSET MANAGEMENT

Investment Type	Major Maintenance
Existing Asset Age	Chapel - 70 years; Chapel Roof - 29 years
Existing Asset Condition	Fair
Was Work Anticipated or will Useful Life be Extended	20 years
Remaining Life of Asset after Maintenance	20 years
Impact to Operating Budget	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Exterior Painting	\$10,000
Steel Roof Replacement	\$15,000
TOTAL	\$25,000
FUNDING	
Capital Reserves	\$25,000
TOTAL	\$25,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT #	19	PROJECT NAME:	Library Basement Drainage Engineering
DEPARTMENT:	Facilities Department	LOCATION:	15 Church St. North

PROJECT DETAILS

SCOPE OF THE WORK

To design the drainage system to remove moisture from inside basement and around the foundation of the building.

JUSTIFICATION

Currently during heavy rainfall, water wicks into the basement through the limestone foundation and hydrolic pressure. This causes a damp environment which is conducive to mold growth. Staff are running 3 dehumidifiers to reduce moisture in the space. This will maintain rough storage for the library as per the Library Space Needs Report. The basement houses the HVAC equipment and storage of book sale and library equipment

ASSET MANAGEMENT

Investment Type	Major Maintenance
Existing Asset Age	100 years
Existing Asset Condition	Fair
Was Work Anticipated or will Useful Life be Extended	Useful life will be extended
Remaining Life of Asset after Maintenance	50 years
Impact to Operating Budget	N/A
Impact to Level of Service	Improve

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Design Fees	\$5,000
TOTAL	\$5,000
FUNDING	
Capital Reserve	\$5,000
TOTAL	\$5,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT #	20	PROJECT NAME:	Lind Lounge Floor Tile Replacement
DEPARTMENT:	Facilities Department	LOCATION:	425 Water St South

PROJECT DETAILS

SCOPE OF THE WORK
The removal of the VCT tile and replacement with luxury vinyl tile.

JUSTIFICATION
The lounge is the last room that still has VCT tile in the Town facilities. This flooring requires waxing every couple years which requires 2 days of labor. The new luxury vinyl flooring does not require waxing and is less labor intensive. The luxury vinyl tile has more texture which makes it slip resistant and safer floor surface. The existing tile is at the end of it usefull life.

ASSET MANAGEMENT	Investment Type	Replacement
	Existing Asset Age and CityWide Asset ID	26 years
	Estimated Resale Value	\$0
	Writedown	N/A
	New Asset Estimated Useful Life	15 years
	New Asset Annual Operating Costs	\$0
	Anticipated Major Maintenance Costs	
	New Asset Replacement Cost	\$10,000
	Funding Source of Future Lifecycle Costs	Capital Reserves
	Impact to Operating Budget	N/A
	Impact to Operating Transfer to Reserves	N/A
	Impact to Level of Service	Improve

STRATEGIC ALIGNMENT
Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Floor Replacement	\$10,000
TOTAL	\$10,000
FUNDING	
Capital Reserve	\$5,000
Curling Club Reserve	\$5,000
TOTAL	\$10,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 21 **PROJECT NAME:** MOC Admin Parking Lot Resurfacing
DEPARTMENT: Facilities Department **LOCATION:** 408 James St South

PROJECT DETAILS

SCOPE OF THE WORK
The squaring off of the rounded corners of the parking lot to accommodate 6 more parking spaces.

JUSTIFICATION
With the addition of the Service Ontario office to the MOC, additional parking will free up parking spaces for customers of Service Ontario and Town services.

ASSET MANAGEMENT	Investment Type	Replacement
	Existing Asset Age and CityWide Asset ID	18 years
	Estimated Resale Value	\$0
	Writedown	N/A
	New Asset Estimated Useful Life	15 years
	New Asset Annual Operating Costs	\$7,000
	Anticipated Major Maintenance Costs	0
	New Asset Replacement Cost	\$164,000
	Funding Source of Future Lifecycle Costs	Capital Reserve
	Impact to Operating Budget	N/A
	Impact to Operating Transfer to Reserves	N/A
	Impact to Level of Service	Improve

STRATEGIC ALIGNMENT
 Supported by:

BUDGET

COSTS	
Squaring out Parking lot	\$25,000
TOTAL	\$25,000
FUNDING	
Capital Reserve	\$25,000
TOTAL	\$25,000



COMMENTS

**TOWN OF ST. MARYS
2025 Capital Project**

PROJECT #	22	PROJECT NAME:	Mercury Theatre Window Achitecture Fees
DEPARTMENT:	Facilities	LOCATION:	14 Church St. North

PROJECT DETAILS

SCOPE OF THE WORK

This project is to design the front façade of the Mercury Theater keeping with the Heritage of the buidling. Replacement of the access doors and replacement/reinstalling of the windows.

JUSTIFICATION

The current doors are at the end of the usefull life. The doors are beat up and tough to open. The existing windows are single paned and inefficient. Several of the windows have been filled in with stone. The new doors and windows will be incorporated into the heritage aspect of the buidling and bring much needed light into the interior of the building. The new windows will be more energy efficient and help keep energy costs down in the future.

ASSET MANAGEMENT

Investment Type	New Asset
New Asset Estimated Useful Life	2 years
New Asset Annual Operating Costs (impact to operating budget)	N/A
New Asset Lifecycle Maintenance Costs	N/A
New Asset Replacement Cost	\$ 15,000.00
Funding Source of New Asset Lifecycle Costs	N/A
Associated Rate or Tax Increase in Operating Budget	N/A
Required Future Operating Budget Transfer to Reserve	N/A
Impact to Level of Service	Improve

STRATEGIC ALIGNMENT

Supported by: *Town of St. Marys Strategic Plan*

BUDGET

COSTS	
Architecture Fees	\$15,000
TOTAL	\$15,000
FUNDING	
Capital Reserves	\$15,000
TOTAL	\$15,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 23 **PROJECT NAME:** Gallery Floor Replacement
DEPARTMENT: Facilities **LOCATION:** 177 Church St South

PROJECT DETAILS

SCOPE OF THE WORK
Removal of the existing floor in the gallery, research area, washrooms and office area.

JUSTIFICATION
The existing floor is original to the 2005 renovation build. The flooring is at the end of it's estimated life cycle.

ASSET MANAGEMENT

Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	19 years
Estimated Resale Value	\$0
Writedown	N/A
New Asset Estimated Useful Life	15 years
New Asset Annual Operating Costs	\$0
Anticipated Major Maintenance Costs	N/A
New Asset Replacement Cost	\$15,000
Funding Source of Future Lifecycle Costs	Capital Reserves
Impact to Operating Budget	N/A
Impact to Operating Transfer to Reserves	\$5,000.00
Impact to Level of Service	Improve

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Replacement of flooring	\$15,000
TOTAL	\$15,000
FUNDING	
Capital Reserves	\$15,000
TOTAL	\$15,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 24 **PROJECT NAME:** Green Room Carpet Replacement
DEPARTMENT: Facilities Department **LOCATION:** 77 Church St South

PROJECT DETAILS

SCOPE OF THE WORK

The removal of the carpet in the green rooms at the south side of the Museum. The installation of new tile carpet in both these rooms.

JUSTIFICATION

The current carpet is bubbling up and causing trip hazards. The carpet has been stretch several times and cannot be stretched anymore. The new carpet tile will eliminate the need to stretch the carpet due to bubbling.

ASSET MANAGEMENT

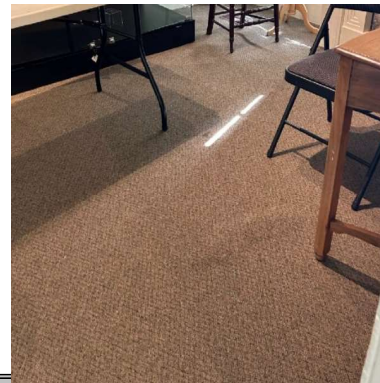
Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	20 years
Estimated Resale Value	\$0
Writedown	N/A
New Asset Estimated Useful Life	15 years
New Asset Annual Operating Costs	\$0
Anticipated Major Maintenance Costs	1000
New Asset Replacement Cost	\$10,000
Funding Source of Future Lifecycle Costs	
Impact to Operating Budget	N/A
Impact to Operating Transfer to Reserves	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Carpet Removal and Replacement	\$10,000
TOTAL	\$10,000
FUNDING	
Capital Reserve	\$10,000
TOTAL	\$10,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 25 **PROJECT NAME:** Child Care interior Painting
DEPARTMENT: Facilities **LOCATION:** 161 Peel St North

PROJECT DETAILS

SCOPE OF THE WORK

This project includes the preparation and painting of all the walls in the class rooms and the hallways of the Child Care Center. Work to be coordinated with Child Care staff and scheduled outside the operating hours of the center.

JUSTIFICATION

The Child Care Center has not had any touch up painting performed on the facility since the Child Care Center moved to Holy Name School. The walls have sustained damage from items being hung on the wall and everyday wear and tear.

ASSET MANAGEMENT

Investment Type	Major Maintenance
Existing Asset Age	8 years
Existing Asset Condition	Poor
Was Work Anticipated or will Useful Life be Extended	8 years
Remaining Life of Asset after Maintenance	Painting will need to be done every 5 to 8 years
Impact to Operating Budget	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Repairs and Painting	\$25,000
TOTAL	\$25,000
FUNDING	
Childcare Reserve	\$25,000
TOTAL	\$25,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 26 **PROJECT NAME:** Museum Kitchen Upgrade
DEPARTMENT: Facilities Department **LOCATION:** 77 Church St South

PROJECT DETAILS

SCOPE OF THE WORK

The removal of existing kitchen counters, flooring and appliances. The installation of flooring, cabinetry, counters, new fridge and sitting area.

JUSTIFICATION

The current configuration of the kitchen is not user friendly. Staff generally eat at their desks rather than eat in the kitchen area as there is no where for staff to sit in current configuration. The Museum staff would like a lunch room similar to the new lunch room at Town Hall. To allow staff a location to get out of the public eye and eat their lunch in privacy.

ASSET MANAGEMENT

Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	19 years
Estimated Resale Value	\$0
Writedown	N/A
New Asset Estimated Useful Life	15 years
New Asset Annual Operating Costs	\$0
Anticipated Major Maintenance Costs	General maintenance that comes with a kitchen.
New Asset Replacement Cost	\$15,000
Funding Source of Future Lifecycle Costs	Capital reserves
Impact to Operating Budget	N/A
Impact to Operating Transfer to Reserves	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Removal and Installation of new kitchen	\$15,000
TOTAL	\$15,000
FUNDING	
Friends of the Museum	\$10,000
Capital Reserves	\$5,000
TOTAL	\$15,000



COMMENTS

**TOWN OF ST. MARYS
2025 Capital Project**

PROJECT #	27 & 28	PROJECT NAME:	Police Cruiser Replacement & L25 Cruiser
DEPARTMENT:	Administration	LOCATION:	Town Hall

PROJECT DETAILS

SCOPE OF THE WORK

The Town contracts the Stratford Police Service for policing in St. Marys. Under the service contract, the Town is responsible for all costs of policing, including the purchase of capital equipment. All capital equipment becomes the property of the SPS, but the Town has the option to purchase it at the end of life.
 This project involves the replacement of one of the two police cruisers serving St. Marys.
 In addition the unit leaving the police service fleet will be transitioned to the public works fleet as vehicle L25, the existing L25 will be disposed at public auction.

JUSTIFICATION

This is a lifecycle replacement of one of the two cruisers serving St. Marys. The normal useful life of a cruiser is 2-years.
 Recently, the Town has been "purchasing back" the end of life cruiser for \$1 (plus update costs in the order of \$5,000) as a cost efficient way to provide fleet vehicles. This has been determined to be a more cost efficient approach as compared to renting vehicles seasonally.

ASSET MANAGEMENT

Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	
Estimated Resale Value	\$1 to the Town under the SPS contract arrangement
Writedown	
New Asset Estimated Useful Life	2 years
New Asset Annual Operating Costs	N/A - absorbed in the SPS operating costs funded by the City
Anticipated Major Maintenance Costs	N/A
New Asset Replacement Cost	\$85,000
Funding Source of Future Lifecycle Costs	Policing Reserve
Impact to Operating Budget	N/A - absorbed in the Town's annual cost of policing
Impact to Operating Transfer to Reserves	
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by:	Strategic Plan Pillar #3 - Balanced Growth, Providing Public Services
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BUDGET

COSTS	
Police Cruiser Purchase	\$80,000
L25 Cruiser	\$5,000
TOTAL	\$85,000
FUNDING	
Policing Reserve	\$80,000
Sale of Equipment	\$5,000
TOTAL	\$85,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT #	29	PROJECT NAME:	Transit Feasibility Study
DEPARTMENT:	Administration	LOCATION:	Town Hall

PROJECT DETAILS

SCOPE OF THE WORK

This is joint study with North Perth, that is proposed to move forward if Federal Rural Transit Fund funding is received. The needs assessment will have a strong focus on public engagement to determine what type of public transportation solution/service will succeed in our communities. The project will investigate various questions, such as: • volume and demographics of potential users • where users need to go, including frequent routes and stops • what time users need to travel • what fee users would pay • if employers and other institutions (e.g., schools) would utilize transit services • what service model (e.g., on-demand or fixed route) will be most successful •

JUSTIFICATION

Council has set a strategic priority to ensure that the community is serviced by adequate transportation options. PC Connect is set to possibly expire at the end of 2025, and the Town lacks the necessary data to make decisions on the needs of the community moving forward. This study will provide data on the local need, and options for transit that could work in the context of St. Marys

ASSET MANAGEMENT

Investment Type	New
Existing Asset Age and CityWide Asset ID	
Estimated Resale Value	N/A
Writedown	
New Asset Estimated Useful Life	5 Years
New Asset Annual Operating Costs	N/A
Anticipated Major Maintenance Costs	N/A
New Asset Replacement Cost	N/A
Funding Source of Future Lifecycle Costs	N/A
Impact to Operating Budget	N/A
Impact to Operating Transfer to Reserves	N/A
Impact to Level of Service	Improve

STRATEGIC ALIGNMENT

Supported by:	Strategic Plan Pillar #3 - Balanced Growth, Providing Public Services
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BUDGET

COSTS	
Study Fees	\$100,000
TOTAL	\$100,000
FUNDING	
Federal Rural Transit Fund	\$50,000
Municipality of North Perth	\$25,000
Town of St. Marys - General Capital Reserve	\$25,000
TOTAL	\$100,000



COMMENTS

**TOWN OF ST. MARYS
2025 Capital Project**

PROJECT #	30	PROJECT NAME:	Lind Park Upgrades
DEPARTMENT:	Corp Services	LOCATION:	Lind Park - 27 Church Street (?)

PROJECT DETAILS

SCOPE OF THE WORK
*Adding a mix of picnic tables, benches, walkways, trees and landscaping to the park. Fencing will also be added for accessibility and safety reasons.
 Staff will complete a grant application with FedDev to assist with funding*

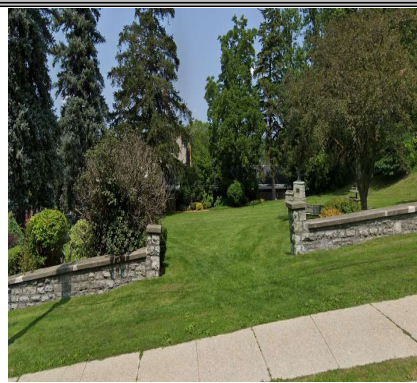
JUSTIFICATION
Currently the park is just grass with two picnic tables, and features the statue of Arthur Meighen. The park is in close proximity to downtown and is a perfect spot to support take-out only establishments and places that don't have a patio option for dining. Accessible picnic tables will be added to the mix along with native plants and trees to provide a better green space. This will cut down on grass cutting, be a low maintenance green space and add to our tree canopy.

ASSET MANAGEMENT	Investment Type	Replacement
	Existing Asset Age and CityWide Asset ID	N/A
	Estimated Resale Value	N/A
	Writedown	\$0.00
	New Asset Estimated Useful Life	20 years
	New Asset Annual Operating Costs	\$2,500
	Anticipated Major Maintenance Costs	N/A
	New Asset Replacement Cost	\$50,000
	Funding Source of Future Lifecycle Costs	General capital reserve
	Impact to Operating Budget	N/A
	Impact to Operating Transfer to Reserves	\$2,500.00
	Impact to Level of Service	Improve

STRATEGIC ALIGNMENT	Supported by:	Town of St. Marys Strategic Plan
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BUDGET

COSTS	
Design development	\$15,000
Construction and materials	\$20,000
Purchase of materials	\$15,000
Landscaping	\$15,000
TOTAL	\$65,000
FUNDING	
Town of St. Marys (community donations)	\$35,000
FedDev (unconfirmed)	\$30,000
TOTAL	\$65,000



COMMENTS

Staff will apply for a grant to support the plan and work on the park. Signage will also be placed in the park indicating its use and directional signage for the washrooms.

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 31 **PROJECT NAME:** General IT Equipment
DEPARTMENT: Corporate Services **LOCATION:** Corporate Wide

PROJECT DETAILS

SCOPE OF THE WORK
Capital purchases in 2024 will include annual computer replacements, plotter printer and any additional IT equipment necessary.

JUSTIFICATION
Computer replacements occur annually with the replacement of computers that are 4-6 years old. The plotter printer is at the end of it's life and due for replacements.

ASSET MANAGEMENT	Investment Type Existing Asset Age and CityWide Asset ID Estimated Resale Value Writedown New Asset Estimated Useful Life New Asset Annual Operating Costs Anticipated Major Maintenance Costs New Asset Replacement Cost Funding Source of Future Lifecycle Costs Impact to Operating Budget Impact to Operating Transfer to Reserves Impact to Level of Service	Replacement <i>Group assets retired every five years</i> <i>N/A</i> <i>\$0.00</i> <i>5 years</i> <i>\$0</i> <i>0</i> <i>\$40,000</i> <i>Asset Management Plan</i> <i>N/A</i> <i>N/A</i> <i>Improve</i>
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STRATEGIC ALIGNMENT
 Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
General IT Equipment	\$40,000
TOTAL	\$40,000
FUNDING	
Capital Reserves	\$40,000
TOTAL	\$40,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 32 **PROJECT NAME:** GIS Printer
DEPARTMENT: Public Works **LOCATION:** MOC

PROJECT DETAILS

SCOPE OF THE WORK

Replace existing large scale plotter/printer for Geogrpahic Information System (GIS) department.

JUSTIFICATION

The device is on a 10 year asset retention plan that was to be replaced in 2024, but we decied to continue use, outside of the retirement plan, as it was operating without significant issues. Given the fact that the printer is no longer supported by vendor and has given us another year of unexpected use, we would like to replace the item before a service call is required.

ASSET MANAGEMENT

Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	11 years (7333)
Estimated Resale Value	\$500
Writedown	\$0.00
New Asset Estimated Useful Life	10 years
New Asset Annual Operating Costs	\$100
Anticipated Major Maintenance Costs	N/A
New Asset Replacement Cost	\$15,000
Funding Source of Future Lifecycle Costs	General Capital reserve
Impact to Operating Budget	N/A
Impact to Operating Transfer to Reserves	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by:

BUDGET

COSTS	
Plotter	\$15,000
TOTAL	\$15,000
FUNDING	
General Capital Reserve	\$15,000
TOTAL	\$15,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT #	33	PROJECT NAME:	MOC Boardroom Modernization
DEPARTMENT:	IT	LOCATION:	408 James St.

PROJECT DETAILS

SCOPE OF THE WORK
Modernize the existing MOC Boardroom space to be Microsoft Teams and/or Zoom conference ready. Provide a current intuitive Audio/Video solution for general committee use, with minimal technical training/support required. Design would include two large displays TVs for optimal content viewing from anywhere in the room and ceiling speaker/microphone arrays designed for the assembled delegation projection (horseshoe orientation).

JUSTIFICATION
The design we are proposing will allow for all the above criteria to be met while providing a professional quality meeting both locally in-room and to users watching at home as the Boardroom will continue to be used for committee meetings. This redesigned room would be similar in nature to the new AV in Council Chambers but simplified in operation. It will provide guests and staff that use the space for presentations and online events with a professional streaming system.

ASSET MANAGEMENT		New Asset
Investment Type		10
New Asset Estimated Useful Life		
New Asset Annual Operating Costs (Impact to operating budget)		\$ -
New Asset Lifecycle Maintenance Costs		\$ -
New Asset Replacement Cost		35000
Funding Source of New Asset Lifecycle Costs		General capital reserve
Associated Rate or Tax Increase in Operating Budget		\$ -
Required Future Operating Budget Transfer to Reserve		3500
Impact to Level of Service		Improve

STRATEGIC ALIGNMENT	Supported by:	Town of St. Marys Strategic Plan
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BUDGET

COSTS	
Capital equipment and installation	\$35,000
TOTAL	\$35,000
FUNDING	
General Capital Reserve	\$35,000
TOTAL	\$35,000



COMMENTS

**TOWN OF ST. MARYS
2025 Capital Project**

PROJECT # 34 **PROJECT NAME:** L20 - Pickup Truck Fleet Replacement
DEPARTMENT: Public Works **LOCATION:** Municipal Operations Centre

PROJECT DETAILS

SCOPE OF THE WORK
Direct replacement of L20 pickup truck. Existing truck will be sold via public auction.

JUSTIFICATION
Public Works operates a variety of heavy equipment, large trucks and G Class vehicles to accomplish daily operations. Average operational age of G class fleet vehicles is 7.5 years, with a total of nine G class vehicles. These vehicles are used to support support all public works, facility and community services operations.

ASSET MANAGEMENT	Investment Type	Replacement
	Existing Asset Age and CityWide Asset ID	10 years - Asset ID - 10447
	Estimated Resale Value	\$5,000
	Writedown	N/A
	New Asset Estimated Useful Life	10 years
	New Asset Annual Operating Costs	\$2,500
	Anticipated Major Maintenance Costs	\$5,000
	New Asset Replacement Cost	\$55,000
	Funding Source of Future Lifecycle Costs	Fleet Capital Reserve
	Impact to Operating Budget	N/A
	Impact to Operating Transfer to Reserves	\$5,000.00
	Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT
 Supported by:

BUDGET

COSTS	
Fleet grade pickup truck	\$47,000
After market Equipment	\$8,000
TOTAL	\$55,000
FUNDING	
Fleet Reserve	\$55,000
TOTAL	\$55,000



COMMENTS

2025 Model years or new old 2024 stock to be included in tender specifications

**TOWN OF ST. MARYS
2025 Capital Project**

PROJECT # 35 **PROJECT NAME:** Trackless Broom
DEPARTMENT: Public Works **LOCATION:** Municipal Operations Centre

PROJECT DETAILS

SCOPE OF THE WORK

Direct replacement of the existing trackless power angle broom.

JUSTIFICATION

Existing unit is end of life and in incurring significant repair costs to remain operational. Broom is used to assist street sweeper with spring cleanups. New unit will be sized for use on sidewalks for debris and potential light snow removal when applicable.

ASSET MANAGEMENT

Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	Not currently capitalized, asset 15 years old
Estimated Resale Value	\$1,500
Writedown	N/A
New Asset Estimated Useful Life	15 Years
New Asset Annual Operating Costs	\$1,500
Anticipated Major Maintenance Costs	0
New Asset Replacement Cost	\$11,000
Funding Source of Future Lifecycle Costs	Fleet Capital Reserve
Impact to Operating Budget	N/A
Impact to Operating Transfer to Reserves	\$733.00
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by:

BUDGET

COSTS	
Replacement Cost	\$11,000
TOTAL	\$11,000
FUNDING	
Fleet Capital Reserve	\$11,000
TOTAL	\$11,000



COMMENTS

Attachment is purchased directly from OEM Supplier, if accepted during budget , current pricing and sole source award report / resolution of council will be required before purchase.

**TOWN OF ST. MARYS
2025 Capital Project**

PROJECT #	36	PROJECT NAME:	Trackless Straight Flail Mower Replacement
DEPARTMENT:	Fleet	LOCATION:	Municipal Operations Centre

PROJECT DETAILS

SCOPE OF THE WORK
Direct replacement of flail rough cut mower

JUSTIFICATION
Existing Unit is 15+ years old and is starting to incur extensive repairs to remain operational year over year.

ASSET MANAGEMENT	Investment Type	Replacement
	Existing Asset Age and CityWide Asset ID	
	Estimated Resale Value	\$1,500
	Writedown	N/A
	New Asset Estimated Useful Life	15 Years
	New Asset Annual Operating Costs	\$500
	Anticipated Major Maintenance Costs	\$2,500
	New Asset Replacement Cost	\$13,500
	Funding Source of Future Lifecycle Costs	Fleet Capital Reserve
	Impact to Operating Budget	N/A
	Impact to Operating Transfer to Reserves	\$900.00
	Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT
 Supported by:

BUDGET

COSTS	
Replacement Cost	\$13,500
TOTAL	\$13,500
FUNDING	
Capital Fleet Reserve	\$13,500
TOTAL	\$13,500



COMMENTS

Attachment is purchased directly from OEM Supplier, if accepted during budget , current pricing and sole source award report / resolution of council will be required before purchase.

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 37 **PROJECT NAME:** Trackless Asphalt Heater / Patcher
DEPARTMENT: Public Works **LOCATION:** Municipal Operations Centre

PROJECT DETAILS

SCOPE OF THE WORK

Purchase asphalt infrared heater attachment for Trackless sidewalk tractors.

JUSTIFICATION

Asphalt hot patching spot repair costs have risen in recent years, infrared heater attachment can spot repair pot holes with 5-6 year life expectancy using internal PW staff resources. Attachment can also be used as mobile generator unit. Generator unit would be sufficient to operate the Emily St. sanitary lift station pumps for an extend power outage period. Service life of generator should be sufficient to act as cost effective standby power until additional development in the area warrants permanent fix unit.

ASSET MANAGEMENT

Investment Type	New Asset
New Asset Estimated Useful Life	15 years
New Asset Annual Operating Costs (Impact to operating budget)	
New Asset Lifecycle Maintenance Costs	\$52,500
New Asset Replacement Cost	\$45,000
Funding Source of New Asset Lifecycle Costs	Fleet Capital Reserve
Associated Rate or Tax Increase in Operating Budget	\$3,500
Required Future Operating Budget Transfer to Reserve	\$3,000
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Asphalt Infrared Heater Attachment	\$25,000
TOTAL	\$25,000
FUNDING	
Fleet Capital Reserve	\$25,000
TOTAL	\$25,000



COMMENTS

Project is tied to Emily St. SPS Transfer Switch project. Heater attachment can be separated for use a mobile generator. Attachment is purchased directly from OEM Supplier, if accepted during budget , current pricing and sole source award report / resolution of council will be required before purchase.

**TOWN OF ST. MARYS
2025 Capital Project**

PROJECT # 38 **PROJECT NAME:** Trackless Concrete Grinder
DEPARTMENT: Public Works **LOCATION:** Municipal Operations Centre

PROJECT DETAILS

SCOPE OF THE WORK

Purchase of sidewalk grinder attachment for trackless sidewalk machines

JUSTIFICATION

Concrete repair unit costs have doubled since 2020, a more efficient grinder for sidewalk panel deflections should allow staff to bring larger deficiencies back into compliance with minimal restoration efforts. Unit also includes asphalt grinding head to assist with lap joints for small patch areas.

ASSET MANAGEMENT

Investment Type	New Asset
New Asset Estimated Useful Life	15 Years
New Asset Annual Operating Costs (Impact to operating budget)	\$500
New Asset Lifecycle Maintenance Costs	\$2,500
New Asset Replacement Cost	\$45,000
Funding Source of New Asset Lifecycle Costs	Public Works Operating Budget
Associated Rate or Tax Increase in Operating Budget	\$500
Required Future Operating Budget Transfer to Reserve	\$3,000
Impact to Level of Service	Improve

STRATEGIC ALIGNMENT

Supported by:

BUDGET

COSTS	
Trackless Sidewalk Grinder Purchase	\$45,000
TOTAL	\$45,000
FUNDING	
Fleet Capital Reserve	\$45,000
TOTAL	\$45,000



COMMENTS

Attachment is purchased directly from OEM Supplier, if accepted during budget , current pricing and sole source award report / resolution of council will be required before purchase.

**TOWN OF ST. MARYS
2025 Capital Project**

PROJECT # 39 **PROJECT NAME:** Wide Area Zero Turn Mower
DEPARTMENT: Public Works **LOCATION:** Municipal Operations Centre

PROJECT DETAILS

SCOPE OF THE WORK
 Direct replacement of existing zero turn mower

JUSTIFICATION
 Town maintains approximately 30% of the total finished turf areas with internal forces to contain contract service costs. Existing unit is end of life and is requiring additional repair costs to keep operational.

ASSET MANAGEMENT	Investment Type	New Asset
	New Asset Estimated Useful Life	15 Years
	New Asset Annual Operating Costs (Impact to operating budget)	\$1,000
	New Asset Lifecycle Maintenance Costs	\$3,000
	New Asset Replacement Cost	\$34,000
	Funding Source of New Asset Lifecycle Costs	Fleet Capital Reserve
	Associated Rate or Tax Increase in Operating Budget	N/A
	Required Future Operating Budget Transfer to Reserve	\$2,266
	Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT
 Supported by:

BUDGET

COSTS	
Mower Purchase	\$34,000
TOTAL	\$34,000
FUNDING	
Fleet Capital Reserve	\$34,000
TOTAL	\$34,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 40 **PROJECT NAME:** MOC Rear Yard Layout
DEPARTMENT: Facilities **LOCATION:** 408 James Street South

PROJECT DETAILS

SCOPE OF THE WORK

The design of the MOC rear yard layout including a storage structure, site security and possible lean too from the salt shed. For the storage of equipment and assist with municipal operations.

JUSTIFICATION

Currently PW is using off site buildings to house equipment. This new pole building will create onsite storage and allow equipment to be moved out of the Shop area. This will eliminate equipment storage in the Salt Shed and the storage shed at the Landfill. Potentially with the expansion of the Landfill pending, yard waste and brush diversion could be relocated. Additionally with the development of the old fishing quarry, relocating Facilities storage from St. Maria to the MOC would allow for St. Maria pumphouse to be repurposed.

ASSET MANAGEMENT

Investment Type	New Asset
New Asset Estimated Useful Life	5-10 years
New Asset Annual Operating Costs (Impact to operating budget)	N/A
New Asset Lifecycle Maintenance Costs	\$30,000
New Asset Replacement Cost	\$20,000
Funding Source of New Asset Lifecycle Costs	Development Charges
Associated Rate or Tax Increase in Operating Budget	N/A
Required Future Operating Budget Transfer to Reserve	N/A
Impact to Level of Service	Improve

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Engineering Survey work	\$20,000
TOTAL	\$20,000
FUNDING	
Development Charges	\$20,000
TOTAL	\$20,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT #	41	PROJECT NAME:	Zoning By-law Update
DEPARTMENT:	Building & Planning	LOCATION:	MOC

PROJECT DETAILS

SCOPE OF THE WORK
To review and update the Town of St. Marys' Zoning By-law (currently from 1997, with amendments in 2022) to ensure alignment with the Town's new Official Plan and to implement its objectives and policies effectively.

JUSTIFICATION
The current zoning by-law is from 1997, with some housekeeping amendments completed in 2022. With the Town's new official plan set to be approved, the next stage is to review and update the zoning by-law to ensure it properly implements the objectives and policies of the new official plan.

ASSET MANAGEMENT	Investment Type	Replacement
	Existing Asset Age and CityWide Asset ID	N/A
	Estimated Resale Value	N/A
	Writedown	\$0.00
	New Asset Estimated Useful Life	10 years
	New Asset Annual Operating Costs	\$0
	Anticipated Major Maintenance Costs	N/A
	New Asset Replacement Cost	\$100,000
	Funding Source of Future Lifecycle Costs	General Capital reserve and DCs - non TCA items
	Impact to Operating Budget	N/A
	Impact to Operating Transfer to Reserves	N/A
	Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT
 Supported by:

BUDGET

COSTS	
Zoning By-law update	\$100,000
TOTAL	\$100,000
FUNDING	
General Capital Reserve	\$35,000
Development Charges	\$65,000
TOTAL	\$100,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT #	42	PROJECT NAME:	Asphalt Resurfacing
DEPARTMENT:	Public Works	LOCATION:	Municipal Asphalt Roadways

PROJECT DETAILS

SCOPE OF THE WORK

Resurfacing (a.k.a mill and pave) topcoat asphalt. Exact locations determined in spring prior to tender. Arterial and collector roads are prioritized. Estimated 1.3 km of road to be mill and paved. This work includes minor curb repairs where needed, sanitary and storm sewer maintenance hole adjustments and water valve adjustments. Relatively minor impacts to adjacent properties during construction as driveway access is usually maintained during construction.

JUSTIFICATION

Important component of asphalt road management program. Remediation work verified in 2014 Road Assessment Study and 2020 Road Assessment Study. Restores surface condition and ride comfort.

ASSET MANAGEMENT

Investment Type	Major Maintenance
Existing Asset Age	At Least 15 Years
Existing Asset Condition	Poor
Was Work Anticipated or will Useful Life be Extended	Work was anticipated and is an important aspect of lifecycle maintenance
Remaining Life of Asset after Maintenance	15 Years
Impact to Operating Budget	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Construction	\$283,000
TOTAL	\$283,000
FUNDING	
Roads Reserve	\$283,000
TOTAL	\$283,000



COMMENTS

This capital item is scheduled to slowly increase year after year to increase the program's capacity. The Town has 54km of paved roads, meaning that if the program cycled through all roads at its current funding, the Town's repaving cycle would be 42 years. Topcoat asphalt typically has a life of 15 years. Virgin asphalt material costs significantly increased (doubled) from 2020 to 2024 due to inflation. It is anticipated that the work will occur in the east ward, specifically on a section of Queen Street E, Jones Street E, and potentially Charles St. S.

TOWN OF ST. MARYS
2025 Capital Project

PROJECT #	43	PROJECT NAME:	Resurfacing Low Class Bitumen Roads
DEPARTMENT:	Public Works	LOCATION:	Various municipal roads

PROJECT DETAILS

SCOPE OF THE WORK

This project will see the pulverizing of existing low class bitumen roads and a double application of surface treatment. Roads would be regraded and packed and potentially have minor ditching work completed. Preliminary candidates include the end of Robinson Street, Emily Street and Given Road.

JUSTIFICATION

Some low class roads have deteriorated to a point where regrading is necessary. Emily Street and Given Road are adjacent to development lands where it is not desirable to sink significant money into road repairs as it is anticipated that those developments would require reconstruction of the roadway before the end of the useful life of an asphalt road.

ASSET MANAGEMENT

Investment Type	Major Maintenance
Existing Asset Age	20+ years
Existing Asset Condition	Poor to very poor
Was Work Anticipated or will Useful Life be Extended	Useful life will be extended
Remaining Life of Asset after Maintenance	10 years
Impact to Operating Budget	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by:

BUDGET

COSTS	
Construction	\$105,000
TOTAL	\$105,000
FUNDING	
Roads Reserve	\$105,000
TOTAL	\$105,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 44 **PROJECT NAME:** Sidewalk Network Improvement
DEPARTMENT: Public Works **LOCATION:** Pellissier Street

PROJECT DETAILS

SCOPE OF THE WORK

This project would result in an extension of the Town's pedestrian sidewalk network with the installation of a sidewalk on Pellissier Street from Queen Street W. to Elgin Street W. The 1.5m wide sidewalk would be constructed of concrete and be designed to match existing grades in the area. There is a catch basin that would need to be repositioned, a couple of trees to be spaded and a tree to be cut down.

JUSTIFICATION

Pellissier Street is part of the Town's "Loop Trail" and is in the vicinity of several new residential development sites. Creating a dedicated area for pedestrians will improve public safety and reduce risk to the Town by separating vehicle and pedestrian traffic.

ASSET MANAGEMENT

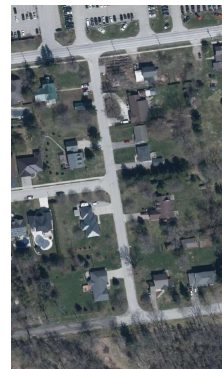
Investment Type	New Asset
New Asset Estimated Useful Life	40 years
New Asset Annual Operating Costs (Impact to operating budget)	\$300 increase
New Asset Lifecycle Maintenance Costs	Yr 15: Minor Repairs: \$2,018 Yr 24: Minor Repairs: \$2,412 Yr 40: Removal: \$11,923
New Asset Replacement Cost	35,000
Funding Source of New Asset Lifecycle Costs	Reserve - Roads
Associated Rate or Tax Increase in Operating Budget	increase \$300/yr
Required Future Operating Budget Transfer to Reserve	\$1,283.82/yr
Impact to Level of Service	Improve

STRATEGIC ALIGNMENT

Supported by: Master Servicing Plan

BUDGET

COSTS	
Construction	\$45,000
TOTAL	\$45,000
FUNDING	
Development Charges	\$15,000
Roads Reserve	\$30,000
TOTAL	\$45,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 45 **PROJECT NAME:** Stormwater Management Improvements
DEPARTMENT: Public Works **LOCATION:** Various Municipal Road Allowances

PROJECT DETAILS

SCOPE OF THE WORK

Installation of new or replacement of catch basins, private drain connections or storm outlet infrastructure

JUSTIFICATION

Similar to the annual wastewater capital program, staff regularly encounter storm water issues that require the installation of catch basins or more extensive repairs that cannot be corrected within the confines of the annual operating budget. This budget allotment would allow staff the flexibility to address stormwater issues as they arise rather than waiting for the following annual budget process or bringing forward individual requests to Council throughout the year. Valid storm projects would include issues that increase Town liability such as; when water from Town property has the potential to cause property damage, where ponding creates hazards to pedestrians in the winter months due to freezing, or where water issues are resulting in accelerated deterioration of Town assets (ie. road asphalt, curb and sidewalk). The majority of the costs associated with correcting storm water issues is restoration of hard surfaces such as asphalt, curb and sidewalk when installing storm connections.

ASSET MANAGEMENT

Investment Type	Major Maintenance
Existing Asset Age	<i>Typically 50 Years</i>
Existing Asset Condition	<i>Poor</i>
Was Work Anticipated or will Useful Life be Extended	<i>Work was not anticipated. Does not extend original expected useful life</i>
Remaining Life of Asset after Maintenance	<i>Typically 50 Years</i>
Impact to Operating Budget	<i>30</i>
Impact to Level of Service	<i>Improve</i>

STRATEGIC ALIGNMENT

Supported by: *Town of St. Marys Strategic Plan*

BUDGET

COSTS	
<i>Construction</i>	\$25,000
TOTAL	\$25,000
FUNDING	
<i>Roads Reserve</i>	\$25,000
TOTAL	\$25,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 46 **PROJECT NAME:** Water Street S. Culvert Erosion Protection
DEPARTMENT: Public Works **LOCATION:** Water Street S.

PROJECT DETAILS

SCOPE OF THE WORK

The project would see the embankment next to the culvert repaired following damage/erosion from a heavy storm. Work would include importing clay to restore elevations and then protecting the area by placing geotextile and riprap stone.

JUSTIFICATION

If the erosion issue around the culvert is not corrected, the area will continue to erode and eventually threaten undermining asphalt on the road. This would

ASSET MANAGEMENT

Investment Type	Major Maintenance
Existing Asset Age	1960
Existing Asset Condition	Good
Was Work Anticipated or will Useful Life be Extended	Work was not anticipated and will not extend the useful life but will prevent further accelerated deterioration.
Remaining Life of Asset after Maintenance	35 years
Impact to Operating Budget	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: None - Maintain Assets

BUDGET

COSTS	
Construction	\$35,000
TOTAL	\$35,000
FUNDING	
Roads Reserve	\$35,000
TOTAL	\$35,000



COMMENTS

The culvert was rehabilitated in 2020.

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 47 **PROJECT NAME:** Jones St. Parking Lot Paving
DEPARTMENT: Public Works **LOCATION:** 116 Jones St. East

PROJECT DETAILS

SCOPE OF THE WORK

Regrading and resurfacing of parking lot to repair recent utility cuts and improve surface continuity and drainage. Parking spaces on the southern end currently gravel will be paved.

JUSTIFICATION

Parking area has undergone several capital upgrades in recent years, addition of lot lighting and level 2 charging stations. Also hosts several permitted overnight parking spaces for downtown residents. The asphalt surface was end of life 3 years ago, resurfacing was delayed to accommodate utility hydro installation for lighting and car chargers. Additional drainage will be improved by installation of small retaining wall and regrading of the lot.

ASSET MANAGEMENT

Investment Type	Major Maintenance
Existing Asset Age	30+ Years
Existing Asset Condition	Poor
Was Work Anticipated or will Useful Life be Extended	Work was anticipated for several years was awaiting completion of capital upgrades for installation EV chargers and lighting
Remaining Life of Asset after Maintenance	30 Years
Impact to Operating Budget	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Resurfacing, Grading, Southern retaining wall	\$65,000
TOTAL	\$65,000
FUNDING	
General Capital Reserve	\$65,000
TOTAL	\$65,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 48 **PROJECT NAME:** Zoom Camera
DEPARTMENT: Public Works **LOCATION:** Sanitary and Storm Sewers

PROJECT DETAILS

SCOPE OF THE WORK

The project would result in the purchase of an extendable pole sewer camera. The camera would be used for quick assessments of sewers without the need for someone entering the confined space or hiring a third party to inspect the sewer.

JUSTIFICATION

Operations staff deal with sewer issues on a regular basis. When an issue arises where visual inspection is required inside the pipe staff either need to perform a confined space entry or the Town contracts a third party to utilize a robot to camera the sewer in order to assess the issue. Having a tool to complete a rapid assessment of pipes would improve efficiency and reduce the contracted services costs related to sewer video. Operations staff complete inspections of sewer maintenance access points on a regular basis. Having a pole camera during the inspection would allow the operator to inspect the sewer in the immediate vicinity of the maintenance hole where infiltration typically occurs. This improved information will lead to early detection of issues where corrective measures can be implemented to reduce the treatment of clean water at the sewage treatment plant.

ASSET MANAGEMENT

Investment Type	New Asset
New Asset Estimated Useful Life	10 years
New Asset Annual Operating Costs (Impact to operating budget)	\$300- anticipate offsetting cost avoidance of \$2,900/yr
New Asset Lifecycle Maintenance Costs	Major maintenance @ 5 yrs: \$2,000
New Asset Replacement Cost	24,000
Funding Source of New Asset Lifecycle Costs	Wastewater and stormwater operating budget
Associated Rate or Tax Increase in Operating Budget	N/A
Required Future Operating Budget Transfer to Reserve	\$2,600/yr
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by:

BUDGET

COSTS	
Equipment	\$24,000
TOTAL	\$24,000
FUNDING	
Wastewater	\$12,000
Roads	\$12,000
TOTAL	\$24,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 49 **PROJECT NAME:** Elgin Street East Reconstruction
DEPARTMENT: Public Works **LOCATION:** Wellington St. S. to James St. S.

PROJECT DETAILS

SCOPE OF THE WORK

Reconstruction of Elgin Street E. from Wellington Street S. to James Street S. The grass area between Wellington Street and Church Street would remain grass but the existing storm sewer in that area would be replaced. Underground infrastructure works include water service replacements, storm sewer and sanitary repairs throughout the area along with various water valve replacements in the area and an 80m section of cast iron watermain replacement from Church St to Peel Street. Surface infrastructure works include concrete sidewalk and curb as well as asphalt replacement.

JUSTIFICATION

This area has poor drinking water system isolation capabilities, resulting in large water outages when work is required. The watermain and valve work would drastically improve that situation and result in fewer residents being out of water during future works. There are several locations in the sanitary sewers allowing infiltration that require repair. There are also several storm sewer catch basin leads that are a corrugated steel product that are deteriorating and require replacement. The existing asphalt and curb are in poor and very poor condition and in need of replacement. Some areas of existing sidewalk do not meet provincial accessibility requirements related to width. Engineering design work completed as part of the 2024 Capital Plan

ASSET MANAGEMENT

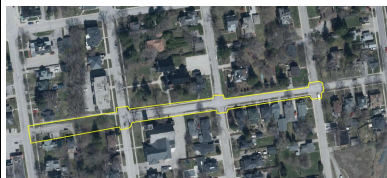
Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	38 yrs
Estimated Resale Value	\$0
Writedown	\$8,000.00
New Asset Estimated Useful Life	Curb and Sidewalk: 40 yrs Asphalt: 30 yrs Watermain: 100yrs
New Asset Annual Operating Costs	Consistent with Existing
Anticipated Major Maintenance Costs	asphalt: \$406,000, curb & gutter: \$77,000, sidewalk: \$83,000
New Asset Replacement Cost	\$1,001,000
Funding Source of Future Lifecycle Costs	Roads - Operating Budget
Impact to Operating Budget	Anticipate neutral impact to operating budget
Impact to Operating Transfer to Reserves	\$1,669.85
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Development Charges Background Study
Master Servicing Plan

BUDGET

COSTS	
Construction	\$892,000
Soft Costs (Contract Admin, Geotech, Site Supervision)	\$109,000
TOTAL	\$1,001,000
FUNDING	
Roads Reserve	\$216,000
Water Reserve	\$285,000
Grant	\$500,000
TOTAL	\$1,001,000



COMMENTS

**TOWN OF ST. MARYS
2025 Capital Project**

PROJECT #	50	PROJECT NAME:	Thomas Street and Jones Street W Reconstruction
DEPARTMENT:	Public Works	LOCATION:	Thomas Street and Jones Street W.

PROJECT DETAILS

SCOPE OF THE WORK

Engineering Design work for future reconstruction of Thomas Street from Queen Street W to Jones Street W and Jones St. W from Thomas Street to Ontario Street. A Geotechnical Assessment and sewer inspection would be completed to determine if any road base or underground works are required at the time of construction. The anticipated scope of construction includes replacement of the storm sewer and watermain on Jones Street, minor subsurface repairs to sanitary sewer pipes, installation of new subdrains for road base, replacement of concrete curb and replacement of asphalt road with a double lift of new asphalt.

JUSTIFICATION

The storm sewer system is an old informal system that is in poor condition and unable to handle most rain events. The watermain on Jones is a continuation of the main feed across the Thames River feeding the west end of Town and is due for replacement after several breaks. Existing asphalt and curb are in poor condition.

ASSET MANAGEMENT

Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	Asphalt Curb and Sidewalk: 40 -54 Yrs Watermain: 54 yrs Storm Sewer: 40 yrs
Estimated Resale Value	\$0
Writedown	\$22,152.00
New Asset Estimated Useful Life	Curb and Sidewalk: 40 yrs Asphalt: 30 yrs Watermain: 100yrs Storm Sewer: 100yrs
New Asset Annual Operating Costs	Consistent with existing
Anticipated Major Maintenance Costs	asphalt: \$406,000, curb & gutter: \$77,000, sidewalk: \$83,000
New Asset Replacement Cost	\$1,318,000
Funding Source of Future Lifecycle Costs	Roads and Water Operating budget
Impact to Operating Budget	Anticipate neutral impact to operating budget
Impact to Operating Transfer to Reserves	\$5,986.80
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Master Servicing Plan

BUDGET

COSTS	
Engineering Design	\$50,000
Geotechnical and CCTV Camera Work	\$35,000
TOTAL	\$85,000
FUNDING	
Thomas St - Water Reserve	\$5,000
Jones St - Water Reserve	\$5,000
Thomas & Jones St - Prov Funding - OCIF	\$75,000
TOTAL	\$85,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT #	51	PROJECT NAME:	Queen St. East Storm Water Management
DEPARTMENT:	Public Works	LOCATION:	Queen St. East Storm

PROJECT DETAILS

SCOPE OF THE WORK

Establish a storm water outlet for storm events currently overwhelming municipal storm infrastructure and affecting properties on the south side of Queen St. East. The project will design and create a new outlet for the area upstream of Queen St. E. via the municipal drain process. The expectation is that a storm sewer will be installed down Road 120 to the Sheldon Municipal Drain.

JUSTIFICATION

Stormwater surge capacity issues have been identified between Industrial road and the town boundary along Queen St. East resulting in flooding of properties when storm water leaves the road allowance onto private property. Of the various options for addressing this issue, the proposed project is the most cost effective approach.

ASSET MANAGEMENT

Investment Type	New Asset
New Asset Estimated Useful Life	100
New Asset Annual Operating Costs (Impact to operating budget)	N/A
New Asset Lifecycle Maintenance Costs	Inlet Repairs @ 30yrs & 60Yrs: \$10,000 Misc. Pipe Repairs @ 50 yrs & 70 Years: \$40,000
New Asset Replacement Cost	\$400,000
Funding Source of New Asset Lifecycle Costs	Roads Operating Budget
Associated Rate or Tax Increase in Operating Budget	N/A
Required Future Operating Budget Transfer to Reserve	\$5,000
Impact to Level of Service	Improve

STRATEGIC ALIGNMENT

Supported by:

BUDGET

COSTS	
Construction	\$400,000
TOTAL	\$400,000
FUNDING	
Roads Reserve	\$400,000
TOTAL	\$400,000



COMMENTS

The proposed cost estimate is based on the new sewer being sized to accommodate a 40 year return storm.

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 52 **PROJECT NAME:** Grand Trunk Trail Culvert
DEPARTMENT: Public Works **LOCATION:** Ingersoll Street

PROJECT DETAILS

SCOPE OF THE WORK

The project would result in the replacement of an existing 32" culvert approximately 140m long on the Grand Trunk Trail. The culvert is located at the Ingersoll St. road allowance on the south side of the trail. Several options were reviewed during budget preparation including in-situ lining of the existing pipe but open trench excavation was determined to be the most cost effective approach. There would be a short period where driveway access to the farm north of the trail would be restricted and times during construction where the trail would be closed to pedestrians. An attempt to shorten the overall length of the culvert would be assessed during design.

JUSTIFICATION

The existing corrugated steel culvert is corroded along the bottom of the pipe and structurally compromised. The degraded pipe is encouraging erosion on the outlet end of the pipe. The damaged pipe is likely to cause sink holes as earth is lost into the pipe and eventually the culvert would be at risk of collapse.

ASSET MANAGEMENT

Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	Asset Age: 45 Yrs, Asset ID: 1400
Estimated Resale Value	\$0
Write-down	\$1,358.42
New Asset Estimated Useful Life	50 Yrs
New Asset Annual Operating Costs	\$200
Anticipated Major Maintenance Costs	Repairs at inlet/Outlet @ 30yrs: \$10,000
New Asset Replacement Cost	\$180,000
Funding Source of Future Lifecycle Costs	Roads Operating Budget
Impact to Operating Budget	N/A
Impact to Operating Transfer to Reserves	\$2,121.86 increase
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by:

BUDGET

COSTS	
Construction	\$160,000
Soft Costs (engineering, survey work)	\$20,000
TOTAL	\$180,000
FUNDING	
Reserve - General Capital	\$180,000
TOTAL	\$180,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 53 **PROJECT NAME:** Old Fishing Quarry Enhancements
DEPARTMENT: Public Works **LOCATION:** 458 Water Street S.

PROJECT DETAILS

SCOPE OF THE WORK

Work would include planning and investigatory activities for future site enhancements. Water Sampling, quarry water depth scan, Parking Study and landscape design work would all be completed to better inform future site works and enhancements.

JUSTIFICATION

Council's 2025 Strategic Priority list includes an item under Pillar #4 (Culture and Recreation) to develop a business plan for the non-swimming quarry focusing on: a plan to clean it up, reduce liabilities, and create a groomed look and, a plan that focuses on increasing opportunities and modifications that could take place to maximize the recreational tourism potential of the Swimming Quarry location. This project would be phase 2 of accomplishing that strategic priority and would provide the remaining background information to develop a plan and budget for site cleanup.

ASSET MANAGEMENT

Investment Type	New Asset
New Asset Estimated Useful Life	100yrs
New Asset Annual Operating Costs (Impact to operating budget)	Unknown at this time. Will be more clear following design work
New Asset Lifecycle Maintenance Costs	Unknown at this time. Will be more clear following design work
New Asset Replacement Cost	Unknown at this time. Will be more clear following design work
Funding Source of New Asset Lifecycle Costs	Unknown at this time. Will be more clear following design work
Associated Rate or Tax Increase in Operating Budget	Unknown at this time. Will be more clear following design work
Required Future Operating Budget Transfer to Reserve	Unknown at this time. Will be more clear following design work
Impact to Level of Service	Improve

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Design	\$35,000
Water Depth Scan	\$5,000
Parking Study	\$3,000
Water Sampling	\$2,000
TOTAL	\$45,000
FUNDING	
General Reserve	\$45,000
TOTAL	\$45,000



COMMENTS

A staff report will be presented during the budget meeting to provide more in-depth information on this project as well as an update on Phase 1 activities from 2024.

TOWN OF ST. MARYS
2025 Capital Project

PROJECT #	54	PROJECT NAME:	Recirculation Pump P321 Rebuild
DEPARTMENT:	Public Works	LOCATION:	WPCP - 309 Thomas Street, St. Marys, ON

PROJECT DETAILS

SCOPE OF THE WORK
This Project would see one (1) of two recirculation pumps located in the aeration building at the Water Pollution Control Plant rebuilt to replace various wear parts and extend the useful life of the asset.

JUSTIFICATION
Preventative maintenance is required to replace wear parts on the recirculation pumps at the WPCP (Pumps P321 and P320). As critical parts to the WPCP process, these pumps continually run allowing the wastewater treatment system to function. These pumps need to have maintenance completed periodically to allow wear parts, bearings, etc. to be replaced. Given the complexity to remove these pumps from the facility, preventative maintenance allows this to be completed in a proactive manor as opposed to reactive.

ASSET MANAGEMENT	
Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	35 Years
Estimated Resale Value	N/A
Write-down	N/A
New Asset Estimated Useful Life	15 Years
New Asset Annual Operating Costs	N/A
Anticipated Major Maintenance Costs	Maintain
New Asset Replacement Cost	
Funding Source of Future Lifecycle Costs	Wastewater Reserve
Impact to Operating Budget	None - Maintain Assets
Impact to Operating Transfer to Reserves	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT	
Supported by:	Town of St. Marys Strategic Plan

BUDGET

COSTS	
Construction	\$50,000
TOTAL	\$50,000
FUNDING	
Reserve - Wastewater	\$50,000
TOTAL	\$50,000



COMMENTS

Pump P321

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 55 **PROJECT NAME:** General WPCP Rehabilitations
DEPARTMENT: Public Works **LOCATION:** 309 Thomas Street (WPCP)

PROJECT DETAILS

SCOPE OF THE WORK

This project would see several smaller rehabilitation efforts undertaken at the Water Pollution Control Plant (WPCP) consisting of the replacement of the two (2) large clarifier weirs, sandblasting and painting of the 4th large clarifier, removal and replacement of the dual-fired gas boiler and accompanying exhaust stack as well as various concrete sprawling repairs to external tanks and channels.

JUSTIFICATION

Due to ongoing efforts at the WPCP in recent years resulting in major construction initiatives, smaller preventative maintenance and / or replacement projects were placed on hold, or deferred to limit contractor overlap. Through review, it was decided to bundle smaller projects into a single procurement document to limit administrative works required and try to maximize efficiencies through a single general contractor.

ASSET MANAGEMENT

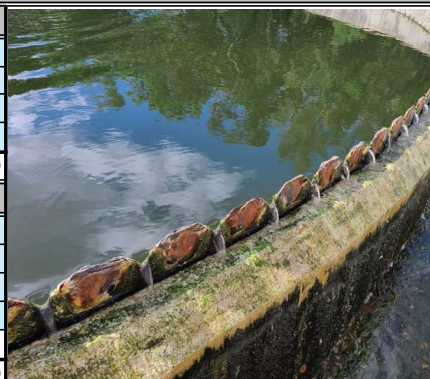
Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	34 Years
Estimated Resale Value	\$0
Write-down	\$0.00
New Asset Estimated Useful Life	50 Years
New Asset Annual Operating Costs	\$0
Anticipated Major Maintenance Costs	0
New Asset Replacement Cost	\$20,000
Funding Source of Future Lifecycle Costs	Wastewater Reserve
Impact to Operating Budget	N/A
Impact to Operating Transfer to Reserves	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Clarifier Weir Replacements	\$130,000
Clarifier Sandblasting and Painting	\$40,000
Boiler Replacement and Stack Removal	\$125,000
Concrete Repairs	\$35,000
TOTAL	\$330,000
FUNDING	
Reserve - Wastewater	\$330,000
TOTAL	\$330,000



COMMENTS

**TOWN OF ST. MARYS
2025 Capital Project**

PROJECT # 56 **PROJECT NAME:** VFD Replacement (2025)
DEPARTMENT: Public Works **LOCATION:** 309 Thomas Street (WPCP)

PROJECT DETAILS

SCOPE OF THE WORK

This project would be year 2 of a multi-year preventative maintenance program to replace variable frequency drives located at the WPCP. VFDs have been identified and categorized into four (4) priority levels for scheduled replacement. This scope of work would look to see up to 7 priority 2 VFDs replaced in 2025

JUSTIFICATION

During the last major upgrade to the WPCP in circa 2009, many of the facility processes were upgraded along with a new control system that encompassed VFDs for facility operation. This has resulted in a large quantity of units reaching their end of life at the same time. This program would systematically replace highest priority need VFDs at the facility first through a preventative maintenance program to ensure the continued operation of the facility where replacements can be completed in a planned and controlled environment.

ASSET MANAGEMENT

Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	13-15 Years
Estimated Resale Value	N/A
Write-down	N/A
New Asset Estimated Useful Life	15-Years
New Asset Annual Operating Costs	N/A
Anticipated Major Maintenance Costs	N/A
New Asset Replacement Cost	Variable based on size
Funding Source of Future Lifecycle Costs	Reserve - Wastewater
Impact to Operating Budget	N/A
Impact to Operating Transfer to Reserves	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Construction	\$50,000
TOTAL	\$50,000
FUNDING	
Reserve - Wastewater	\$50,000
TOTAL	\$50,000



COMMENTS

Year 2 of 4

**TOWN OF ST. MARYS
2025 Capital Project**

PROJECT # 57 **PROJECT NAME:** Cured In Place Pipe Sewer Rehabilitations (Year 3)
DEPARTMENT: Public Works **LOCATION:** Various Locations - Sanitary Collection System

PROJECT DETAILS

SCOPE OF THE WORK

To use Cured in Place Pipe (CIPP) technology to structurally rehabilitate targeted sections of the sanitary sewer collection system that are deteriorating. Section of pipe to be included are generally focused downstream of previously completed lining projects on "trunk sanitary sewers" where gas or excessive flow has caused degradation of the original pipes.

JUSTIFICATION

A main line pipe failure in 2022 identified advanced gas degradation of a portion of sanitary sewer collection system. During replacement efforts it was noted that visual inspections of the pipe appeared fair condition however field activities confirmed that the pipe was brittle, weak and deteriorated. Further video inspections of other targeted section of the system also confirmed deteriorating pipe sections in line with what was experienced in 2022. CIPP allows for an insitu rehabilitation to be completed as a preventative maintenance activities to prolong the useful life of the asset.

ASSET MANAGEMENT

Investment Type	Major Maintenance
Existing Asset Age	50 Years
Existing Asset Condition	Poor
Was Work Anticipated or will Useful Life be Extended	Work was anticipated eventually however was "fast tracked" due to earlier than anticipated degradation. This will target rehabilitation to meet the anticipated useful life.
Remaining Life of Asset after Maintenance	50 Years
Impact to Operating Budget	None
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Construction	\$400,000
TOTAL	\$400,000
FUNDING	
Reserve - Wastewater	\$400,000
TOTAL	\$400,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT #	58	PROJECT NAME:	Emily Street Transfer Switch
DEPARTMENT:	Public Works	LOCATION:	Emily Street Sewage Pumping Station

PROJECT DETAILS

SCOPE OF THE WORK

This project would see a transfer switch installed at the Emily Street Sewage Pumping Station to allow the system to be connected to a standby emergency power source for continued operations in the event of a major and prolonged power failure.

JUSTIFICATION

The Emily Street Sewage Pumping Station currently is the only SPS that does not have standby power capabilities. This, to date, had been a result of the station having significant reserve capacity where by-pass pumping via a sewage hauler has been a viable option when required. However, recent public works fleet investments have made it possible to have available standby power for this station should a transfer switch be installed allowing for a dual purpose, efficient and economical safeguard within the system.

ASSET MANAGEMENT

Investment Type	New
Existing Asset Age and CityWide Asset ID	N/A
Estimated Resale Value	N/A
Write-down	N/A
New Asset Estimated Useful Life	30 Years
New Asset Annual Operating Costs	\$0
Anticipated Major Maintenance Costs	N/A
New Asset Replacement Cost	\$25,000
Funding Source of Future Lifecycle Costs	Wastewater Reserve
Impact to Operating Budget	N/A
Impact to Operating Transfer to Reserves	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Construction	\$25,000
TOTAL	\$25,000
FUNDING	
Reserve - Wastewater	\$25,000
TOTAL	\$25,000



COMMENTS

Project is tied to Trackless Asphalt heater project. Attachment is purchased directly from OEM Supplier, if accepted during budget , current pricing and sole source award report to council will be required.

TOWN OF ST. MARYS
2025 Capital Project

PROJECT #	59	PROJECT NAME:	Turf Modernization Program
DEPARTMENT:	Public Works	LOCATION:	WPCP - 309 Thomas Street, St. Marys, ON

PROJECT DETAILS

SCOPE OF THE WORK

This project would see a robotic lawn care system procured as a trial program at the WPCP to allow for automated turf maintenance at the Site. Current contracted turf maintenance costs \$3500 per annum,

JUSTIFICATION

Technology advancements in recent years has enabled new views on automated turf maintenance programs. As a trial program, the WPCP is an optimal site for testing such technology as the site is fully fenced and secure, thus eliminating interactions with public, while also having a high degree of obstacles in which to navigate and to test the functionality of such devices. Such technology would potentially enable automated turf maintenance equipment to reduce the turf maintenance costs of \$3500 per annum via contracted services. providing 3-4 year project ROI.

ASSET MANAGEMENT

Investment Type	New
Existing Asset Age and CityWide Asset ID	NA
Estimated Resale Value	\$1,000
Write-down	\$0.00
New Asset Estimated Useful Life	10-Years
New Asset Annual Operating Costs	\$500
Anticipated Major Maintenance Costs	Blade Sharpening and replacement \$250/year
New Asset Replacement Cost	\$10,000
Funding Source of Future Lifecycle Costs	Wastewater Reserve
Impact to Operating Budget	-3,000.00
Impact to Operating Transfer to Reserves	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by:	Town of St. Marys Strategic Plan
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BUDGET

COSTS	
Construction	\$10,000
TOTAL	\$10,000
FUNDING	
Reserve - Wastewater	\$10,000
TOTAL	\$10,000



COMMENTS

TOWN OF ST. MARYS
2025 Capital Project

PROJECT #	60	PROJECT NAME:	Lystek Process Progressive Cavity Pump Replacement
DEPARTMENT:	Public Works	LOCATION:	WPCP - 309 Thomas Street, St. Marys, ON

PROJECT DETAILS

SCOPE OF THE WORK

This project would see the progressive cavity pump on the lystek system replaced with a new unit.

JUSTIFICATION

The progressive cavity pump on the lystek production process at the WPCP is a single stream high priority pump. The pump, should it be replaced would be completed as a preventative maintenance program. This would allow a replacement pump to be procured, and allow the existing pump to be rebuild or salvaged for parts to add redundancy to the process. If this pump were to fail, biosolids production would not be possible until it could be repaired, and excessive haulage costs would be anticipated.

ASSET MANAGEMENT

Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	15-Years
Estimated Resale Value	N/A
Write-down	N/A
New Asset Estimated Useful Life	15 Years
New Asset Annual Operating Costs	N/A
Anticipated Major Maintenance Costs	Maintain
New Asset Replacement Cost	
Funding Source of Future Lifecycle Costs	Wastewater Reserve
Impact to Operating Budget	None - Maintain Assets
Impact to Operating Transfer to Reserves	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: *Town of St. Marys Strategic Plan*

BUDGET

COSTS	
Construction	\$185,000
TOTAL	\$185,000
FUNDING	
Reserve - Wastewater	\$185,000
TOTAL	\$185,000



COMMENTS

**TOWN OF ST. MARYS
2025 Capital Project**

PROJECT #	61	PROJECT NAME:	Water Valve Maintenance program
DEPARTMENT:	Public Works	LOCATION:	Various Locations across water distribution system

PROJECT DETAILS

SCOPE OF THE WORK

Project to consist of the repair and / or replacement of existing water distribution valves ranging in size from 150mm to 300mm. Public Works department or third party contractor provides excavation services with Ontario Clean Water Agency completing the repairs or replacements as required.

JUSTIFICATION

With a fully developed valve exercising program implemented throughout the Town on a cyclical basis, deficiencies are routinely identified. Valves which are identified as broken or not operable are prioritized for repair and / or replacement. Project ensures that resources are available to address deficiencies once they are identified and that the system is in a fit state of repair in the event of unplanned events or emergencies.

ASSET MANAGEMENT

Investment Type	Replacement
Existing Asset Age and CityWide Asset ID	Various
Estimated Resale Value	N/A
Write-down	N/A
New Asset Estimated Useful Life	50 Years
New Asset Annual Operating Costs	N/A
Anticipated Major Maintenance Costs	N/A
New Asset Replacement Cost	\$7,500 / ea
Funding Source of Future Lifecycle Costs	Water Reserve
Impact to Operating Budget	N/A
Impact to Operating Transfer to Reserves	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Construction	\$15,000
TOTAL	\$15,000
FUNDING	
Reserve - Water	\$15,000
TOTAL	\$15,000



COMMENTS

This is an annual allocation to fund water valve repairs or replacements. Actual valve locations and quantity determined as needed throughout the year.

**TOWN OF ST. MARYS
2025 Capital Project**

PROJECT # 62 **PROJECT NAME:** Water Booster Station Upgrades
DEPARTMENT: Public Works **LOCATION:** 317 James Street South

PROJECT DETAILS

SCOPE OF THE WORK

This project would see the capital and operational needs of the James Street water booster station assessed and the facility upgraded as part of a two (2) year project.

JUSTIFICATION

Originally constructed in 1989, the James Street Booster Pumping Station has been used to provide increased water pressure to the southern industrial lands since. However, as assets age, and additional development lands in the area are contemplated, upgrades to the facilities components and operational capacity may be required. As per Resolution 2023-04-18-05, Engineering services for the stations capital needs would be assessed in 2024, with construction planned for 2025.

ASSET MANAGEMENT

Investment Type	Major Maintenance
Existing Asset Age	25 Years
Existing Asset Condition	Fair to Poor
Was Work Anticipated or will Useful Life be Extended	Useful life will be extended
Remaining Life of Asset after Maintenance	30-years
Impact to Operating Budget	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Engineering (2024)	\$35,000
Construction (2025)	\$350,000
TOTAL	\$385,000
FUNDING	
Reserve - Water (2024)	\$35,000
Reserve - Water (2025)	\$350,000
TOTAL	\$385,000



COMMENTS

Actual construction value to be determined based on project design considerations currently underway (2024)

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 63 **PROJECT NAME:** Well 2A Roof
DEPARTMENT: Public Works **LOCATION:** 317 James Street South

PROJECT DETAILS

SCOPE OF THE WORK

This project would see the Well 2A building roof replaced with either a steel or asphalt roofing product. Material selected would be based on cost efficiencies, and aesthetic appearance options available.

JUSTIFICATION

The asphalt shingles located on Well 2A building are circa 2007 and have reached the end of their useful life. The building, housing significant electrical and control systems required the building envelope to be maintained in a fit state of repair.

ASSET MANAGEMENT

Investment Type	Major Maintenance
Existing Asset Age	25 Years
Existing Asset Condition	Fair to Poor
Was Work Anticipated or will Useful Life be Extended	Useful life will be extended
Remaining Life of Asset after Maintenance	30-years
Impact to Operating Budget	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Construction	\$17,500
TOTAL	\$17,500
FUNDING	
Reserve - Water	\$17,500
TOTAL	\$17,500



COMMENTS

Budget allocation is estimate to assume steel roofing product

TOWN OF ST. MARYS
2025 Capital Project

PROJECT # 64 **PROJECT NAME:** Water Tower Coating
DEPARTMENT: Public Works **LOCATION:** 317 James Street South

PROJECT DETAILS

SCOPE OF THE WORK

This project will repair or replace the interior coating system of the elevated tower as well as the anticipated sand blasting and exterior coating to be reapplied. Internal tower components such as valves and controls will also be assessed for replacement as part of the project while the Tower is out of service.

JUSTIFICATION

The elevated water tower requires interior and exterior coatings (i.e. paint) to be applied periodically to maintain and protect the steel structure. This requires the water tower to be removed from service during these times. Last completed in 2013 (exterior overcoating), the Tower is scheduled for both interior and exterior tank cleaning and coatings to be applied as early as 2025. The reservoir, brought online in 2019 was designed in a way to allow system operation during periods of tower maintenance, however programming was to be completed at a later date.

ASSET MANAGEMENT

Investment Type	Major Maintenance
Existing Asset Age	25 Years
Existing Asset Condition	Fair to Poor
Was Work Anticipated or will Useful Life be Extended	Useful life will be extended
Remaining Life of Asset after Maintenance	30-years
Impact to Operating Budget	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Sediment Removal and Cleaning	\$25,000
Internal Coating Repair	\$250,000
External Coating Replacement	\$1,300,000
TOTAL	\$1,575,000
FUNDING	
Reserve - Water	\$1,575,000
TOTAL	\$1,575,000



COMMENTS

Actual construction value to be determined based on project design considerations

TOWN OF ST. MARYS
2025 Capital Project

PROJECT #	65	PROJECT NAME:	Landfill Earthworks (2025)
DEPARTMENT:	Public Works	LOCATION:	1221 Water Street South, St. Marys, ON

PROJECT DETAILS

SCOPE OF THE WORK

This project would consist of the removal of final cover material at the landfill within select construction cells of Phase II/III to enable the ongoing placement of waste under interim approvals while the Town completes expansion design requirements and approvals. Cover material that is removed, is relocated atop Phase II/III to place final cover on newly completed areas.

JUSTIFICATION

The existing cover material was placed years ago under initial site design guidelines and design objectives. As the Site continues to operate, the requirement for space for waste placement continues. This project would continue to see the Town complete landfill operations in accordance with historical and future planned interim approvals while utilizing existing infrastructure in an economical and feasible way.

ASSET MANAGEMENT

Investment Type	Major Maintenance
Existing Asset Age	32 Years
Existing Asset Condition	Moderate
Was Work Anticipated or will Useful Life be Extended	Work was anticipated as part of facility expansion plans. Interim earthworks extends the useful life of the Site
Remaining Life of Asset after Maintenance	1-Year (Interim Approval)
Impact to Operating Budget	N/A
Impact to Level of Service	Maintain

STRATEGIC ALIGNMENT

Supported by: Town of St. Marys Strategic Plan

BUDGET

COSTS	
Construction	\$100,000
TOTAL	\$100,000
FUNDING	
Waste Management Reserve	\$100,000
TOTAL	\$100,000



COMMENTS

Interim fill progression likely warrants altered internal access roads to allow height increases that will need to be included in earthworks approach.

