

# 2025 PROPOSED CAPITAL BUDGET



**CAPITAL  
1<sup>ST</sup> DRAFT**

# 2025 PROPOSED CAPITAL BUDGET



**SUMMARY**

	2024 5. Council Approved	Percentage of Capital	AMP 1.5% 115311	2025 Budget Allocation	2025 1st Draft Budget	Variance \$\$
<b>Capital</b>						
111 MAYOR & COUNCIL	\$ 10,000.00			\$ 10,000.00	\$ 10,000.00	\$ -
121 CLERK ADMINISTRATORS OFFICE	\$ 5,000.00	0.30%	\$ 342.67	\$ 5,342.67	\$ 40,000.00	\$ (34,657.33)
211 FIRE SERVICES	\$ 334,775.00	19.90%	\$ 22,943.43	\$ 357,718.43	\$ 426,333.00	\$ (68,614.57)
311 ROADS	\$ 592,657.00	35.22%	\$ 40,617.09	\$ 633,274.09	\$ 659,441.00	\$ (26,166.91)
313 ROAD CONSTRUCTION CAPITAL	\$ 693,038.00	41.19%	\$ 47,496.59	\$ 740,534.59	\$ 733,507.00	\$ 7,027.59
451 WASTE SITE	\$ 14,500.00	0.86%	\$ 993.74	\$ 15,493.74	\$ 15,000.00	\$ 493.74
711 RECREATION	\$ 31,409.00	1.87%	\$ 2,152.58	\$ 33,561.58	\$ 100,000.00	\$ (66,438.42)
735 BELLAMY PARK	\$ 11,161.00	0.66%	\$ 764.91	\$ 11,925.91	\$ 10,000.00	\$ 1,925.91
<b>Total Capital</b>	1,682,540	1	\$115,311.00	\$1,807,851.00	\$1,994,281.00	-\$186,430.00



# Budget Report

Run Date: Jan 23, 2025

	Total Budget 2025	CCBF Grant 2025	OCIF Grant 2025	Other Grants/Donations 2025	Reserves 2025	Funding from Debt 2025	Funded Through Taxation 2025
<b>Buildings &amp; Improvements</b>							
CB03BLAINE HEALEY PAVILLION	50,000				(50,000)		
CB05TOLEDO OFFICE RENOVATION	40,000				(40,000)		
CB07Replace Overhead Doors Station #1 & #2	25,000						25,000
CB08Replace Fire Alarm Panel Station #1	3,000						3,000
CB09Decontamination Rooms Station #1 & #2	100,000						100,000
CB10Secure front vestibule and office area Station 1	40,000						40,000
CB11BAND SHELL - LYN BALLPARK	80,000			(40,000)			40,000
CB12OLD LYN FIRE HALL - DEMOLITION	40,000						40,000
<b>Total</b>	<b>378,000</b>			<b>(40,000)</b>	<b>(90,000)</b>		<b>248,000</b>
<b>Bridges &amp; Culverts</b>							
CC01Chant Rd Bridge	75,000						75,000
CC02EK12 - Kitley Line 9 Structure	75,000						75,000
CC03Townline Road Bridge Replacement	800,000					(800,000)	
CC04EK4 - Lyn Valley Creek Bridge	75,000						75,000
CC06EK2 - Kinch Street Bridge	30,000						30,000
<b>Total</b>	<b>1,055,000</b>					<b>(800,000)</b>	<b>255,000</b>
<b>Equipment &amp; Machinery</b>							
CE16Replace SCBA Air Cylinders	30,000						30,000
CE17Council Chambers Wireless Microphone System	5,000						5,000
<b>Total</b>	<b>35,000</b>						<b>35,000</b>
<b>Information Technology</b>							
CI06 HR POLICY SOFTWARE	20,000				(20,000)		
CI07 TIME & ATTENDANCE SOFTWARE	36,000				(36,000)		
<b>Total</b>	<b>56,000</b>				<b>(56,000)</b>		
<b>Roads</b>							





## Budget Report

Run Date: Jan 23, 2025

	Total Budget 2025	CCBF Grant 2025	OCIF Grant 2025	Other Grants/Donations 2025	Reserves 2025	Funding from Debt 2025	Funded Through Taxation 2025
<b>Total Elizabethtown-Kitley Capital</b>	<b>3,722,738</b>	<b>(312,600)</b>	<b>(198,771)</b>	<b>(40,000)</b>	<b>(377,086)</b>	<b>(800,000)</b>	<b>1,994,281</b>

# 2025 PROPOSED CAPITAL BUDGET



**RESERVES**

**Township of Elizabethtown-Kitley  
Reserves analysis  
2025 Budget**

Reserve GL11-L51-	Balance at 1-Jan-24	Deficit Transfer 2023	Provision To		Transfer From		Est. Balance at Dec 31 2024	Deficit Transfer 2024	Proposed Provision 2025	Proposed use 2025	Potential Balance 2025	
			2024 Budget	2024 Actual	2024Budget	2024 Actual						
Capital Development Reserve Fund	CDRF	96,421.75		5,355.73	34,300.00	34,300.00	67,477.48	Proposed			67,477.48	
Parkland Reserve Fund	PKRF	24,884.96		10,513.72	25,000.00	25,000.00	10,398.68		10,000.00	10,000.00	10,398.68	
Topsoil Deposits Reserve Fund	TSDF	9,062.14		476.95			9,539.09				9,539.09	
<b>Total Reserve Funds</b>		<b>130,368.85</b>	<b>-</b>	<b>16,346.40</b>	<b>59,300.00</b>	<b>59,300.00</b>	<b>87,415.25</b>	<b>-</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>87,415.25</b>	
<b>Cemeteries Reserve</b>		<b>18,292.42</b>					<b>18,292.42</b>				<b>18,292.42</b>	
Contingency Reserve	CTRF	52,283.16	- 50,000.00				2,283.16				2,283.16	
Economic Development Reserve	EDRF	188.69					188.69				188.69	
Elections Reserve	ELEC			10,000.00	10,000.00		10,000.00		10,000.00		20,000.00	
Environmental Reserve	EVRF	15,500.00					15,500.00				15,500.00	
Fire Extrication Team Reserve	FERF	109.03					109.03				109.03	
Fire Reserve	FRRF	878,973.80			878,974.00	657,888.00	221,085.80			221,085.80	-	
General Admin Reserve	GARF	298,578.75		5,000.00	90,000.00	107,240.57	191,338.18		5,000.00	76,000.00	120,338.18	
Heritage Reserve	HRRF	18,115.35					18,115.35				18,115.35	
Kitley Waste Reserve	KWRF	6,700.49		10,564.51			3,864.02				3,864.02	
Landfill Post Closure Contingency	LAND	-					-				-	
Legal Fees Contingency	LEGA	65,600.00				2,645.76	62,954.24				62,954.24	
Library Reserve	LBRF	96,458.25	3,422.69				99,880.94				99,880.94	
Policing Reserve	OPPR	387,043.00	- 337,043.00				50,000.00				50,000.00	
Planning/Dev Reserve	PDRF	120,072.96				1,000.00	119,072.96				119,072.96	
Recreation Reserve (Bellamy)	RCRF	39,551.95			20,000.00	20,000.00	19,551.95		10,000.00		29,551.95	
Recreation Reserve	RCRS	35,175.16		5,000.00	20,000.00	35,000.00	55,175.16		5,000.00	50,000.00	10,175.16	
Roads Reserve	RDRF	296,710.46		67,500.00	67,500.00	292,000.00	242,000.00				122,210.46	
Working Capital Reserve	WCRF	1,183,424.44		11,161.00	11,161.00		1,194,585.44				1,194,585.44	
Waterline Reserve	WLRF	29,403.75				11,308.67	18,095.08				18,095.08	
Five Mile Light Fund	FMLF	12,977.29				3,459.84	9,517.45				9,517.45	
Strategic Initiatives Reserve	STIN	953,846.58	- 102,788.75		50,000.00	5,000.00	846,057.83			20,000.00	826,057.83	
<b>Total Reserves</b>		<b>4,477,312.13</b>	<b>- 486,409.06</b>	<b>98,661.00</b>	<b>119,225.51</b>	<b>1,365,974.00</b>	<b>1,050,542.84</b>	<b>3,059,585.74</b>	<b>-</b>	<b>30,000.00</b>	<b>367,085.80</b>	<b>2,722,499.94</b>
<b>Total</b>		<b>4,625,973.40</b>	<b>430,373.00</b>	<b>98,661.00</b>	<b>135,571.91</b>	<b>1,425,274.00</b>	<b>1,109,842.84</b>	<b>3,165,293.41</b>	<b>-</b>	<b>40,000.00</b>	<b>377,085.80</b>	<b>2,828,207.61</b>
<b>Unfunded Lanfill Obligation</b>	WAST	<b>- 244,968.88</b>		<b>14,500.00</b>	<b>14,500.00</b>		<b>- 230,468.88</b>		<b>15,000.00</b>		<b>(215,468.88)</b>	
Canada Commuity Build Fund (Gas Tax)	DEFG	72,625.46		300,096.00	300,096.00	338,000.00	338,000.00	34,721.46		312,600.00	312,600.00	34,721.46
Ontario Commuity Infrastructure Fund (OCIF)	DEFC	13,777.56		233,848.00	233,848.00	247,000.00	247,000.00	625.56		198,771.00	198,771.00	625.56
Covid Safe Restart Funding	DECV	26,966.81		-	-	-	-	26,966.81				26,966.81
Fire Station Loan Proceeds		30,000.00		-	-	30,000.00	30,000.00	0.00				0.00
<b>Deferred Revenues</b>		<b>143,369.83</b>	<b>-</b>	<b>533,944.00</b>	<b>533,944.00</b>	<b>615,000.00</b>	<b>615,000.00</b>	<b>62,313.83</b>	<b>-</b>	<b>511,371.00</b>	<b>511,371.00</b>	<b>62,313.83</b>



# 2025 PROPOSED CAPITAL BUDGET



**GENERAL GOVERNMENT**



## Budget Report

Run Date: Jan 23, 2025

	Total Budget 2025	CCBF Grant 2025	OCIF Grant 2025	Other Grants/Donations 2025	Reserves 2025	Funding from Debt 2025	Funded Through Taxation 2025
<b>Buildings &amp; Improvements</b>							
CB05TOLEDO OFFICE RENOVATION	40,000				(40,000)		
<b>Total</b>	40,000				(40,000)		
<b>Equipment &amp; Machinery</b>							
CE17Council Chambers Wireless Microphone System	5,000						5,000
<b>Total</b>	5,000						5,000
<b>Information Technology</b>							
CI06 HR POLICY SOFTWARE	20,000				(20,000)		
CI07 TIME & ATTENDANCE SOFTWARE	36,000				(36,000)		
<b>Total</b>	56,000				(56,000)		
<b>Studies and Plans</b>							
CS09Development Charges Study	30,000						30,000
<b>Total</b>	30,000						30,000
<b>PROVISION TO RESERVES</b>							
ADM 121 ADMINISTRATION CAPITAL	5,000						5,000
COU 111 MAYOR & COUNCIL CAPITAL	10,000						10,000
<b>Total PROVISION TO RESERVES</b>	15,000						15,000
<b>Total General Government</b>	<b>146,000</b>				<b>(96,000)</b>		<b>50,000</b>

**TOWNSHIP OF ELIZABETHTOWN-KITLEY**

**Capital Projects**

<b>Project</b>	CB05 TOLEDO OFFICE RENOVATION		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

**Description**

To renovate the toledo office space for public use including, accessible washroom, generator and new flooring. CARRY OVER from 2024

**Rationale**

At the October 10, 2023 Council meeting staff were directed to Investigate options related to the under utilized space at the Toledo satellite office. Staff have applied for a Trillium grant to cover costs as the project fit the criteria

**Budget**

	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	40,000	40,000				
<b>Expenditures Total</b>	<b>40,000</b>	<b>40,000</b>				
<b>Funding</b>						
Reserves	40,000	40,000				
<b>Funding Total</b>	<b>40,000</b>	<b>40,000</b>				

**Attributes**

Attribute	Value	Comment
Strategic Plan Priority		
Strategic Plan Relationship		
Basis for Activity	Service Level Change	
Staff Contact	Jason Myre	

**Priority**

Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	0	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>0</b>	

# TOWNSHIP OF ELIZABETHTOWN-KITLEY

## Capital Projects

<b>Project</b>	CE17 Council Chambers Wireless Microphone System		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

Description
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Wireless microphone system for the Council chambers.

Rationale
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The acoustics in the Council chambers are not accommodating for those individuals with hearing issues. The purchase of this system will help with that as well as the sound quality for zoom and youTube.

Budget						
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	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	5,000	5,000				
<b>Expenditures Total</b>	<b>5,000</b>	<b>5,000</b>				

Attributes		
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Attribute	Value	Comment
Strategic Plan Priority	Process Improvements	
Strategic Plan Relationship	Striving for excellence and accountability in government, providing effective and efficient services, information, and opportunities to shape municipal initiatives. Strategic priorities focus on providing excellence in Customer Service and Communicat	
Basis for Activity	Upgrade to Asset	
Staff Contact	Jorden Keeley	

Priority		
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Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	0	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>0</b>	

**TOWNSHIP OF ELIZABETH TOWN-KITLEY**

**Capital Projects**

<b>Project</b>	CI06 HR POLICY SOFTWARE		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

**Description**

HR Policy Management Software

**Rationale**

On December 9, 2024, in a closed session, staff provided Council with an update Human Resources issues. Staff highlighted that most of the Township’s Human Resource policies were outdated and in need of being updated. Updated policies would permit staff to ensure compliance with legislation and to address human resources matters. This software is to assist with updating and tracking outdated Township Policies. This is for a 3 year contract that can be spread over 3 years at \$6,664 annually

**Budget**

	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	20,000	20,000				
<b>Expenditures Total</b>	<b>20,000</b>	<b>20,000</b>				
<b>Funding</b>						
Reserves	20,000	20,000				
<b>Funding Total</b>	<b>20,000</b>	<b>20,000</b>				

**Attributes**

Attribute	Value	Comment
Strategic Plan Priority	Human Resources	
Strategic Plan Relationship	Ensuring the organization has adequate resources and trained professional staff is key to ensuring that we can deliver services that residents expect, while ensuring we function as a high-performance team and deliver exceptional services to our commu	
Basis for Activity	Service Level Change	
Staff Contact	Rob Nolan	

**Priority**

Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	0	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>0</b>	

# TOWNSHIP OF ELIZABETHTOWN-KITLEY

## Capital Projects

<b>Project</b>	CI07 TIME & ATTENDANCE SOFTWARE		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

Description
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Software that allows all employees to enter and submit their time sheets electronically for supervisory approval and ultimately to the payroll program.

Rationale
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The use of this type of software was recommended in the service delivery review in 2020. Currently, the public works department is using paper time sheets to record man hours and machine hours. This leaves room for a lot of error and confusion for payroll input. Legibility and interpretation can sometimes be difficult and this costs staff time. In addition, the tracking of sick time, vacation and banked time earned and taken is managed on spreadsheets currently, which also leaves room for error and is not an efficient use of staff time.

Budget						
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	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	36,000	36,000				
<b>Expenditures Total</b>	<b>36,000</b>	<b>36,000</b>				
<b>Funding</b>						
Reserves	36,000	36,000				
<b>Funding Total</b>	<b>36,000</b>	<b>36,000</b>				

Attributes		
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Attribute	Value	Comment
Strategic Plan Priority	Process Improvements	2020 Service Delivery Review
Strategic Plan Relationship	Focusing on process improvements to increase Township effectiveness and efficiency, while working to review services to develop sustainable and customer friendly services	
Basis for Activity	Upgrade to Asset	
Staff Contact	Angela Gilbertson	

Priority		
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Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	0	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>0</b>	

# TOWNSHIP OF ELIZABETHTOWN-KITLEY

## Capital Projects

<b>Project</b>	CS09 Development Charges Study		
<b>Department</b>	CLERK ADMINISTRATORS OFFICE		
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

Description
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Development Charges Study

Rationale
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To engage a consultant to prepare a development charges study. To be able to collect funds to help pay for capital projects associated with the associated future growth.

Budget
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	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	30,000	30,000				
<b>Expenditures Total</b>	<b>30,000</b>	<b>30,000</b>				

Attributes
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Attribute	Value	Comment
Strategic Plan Priority	Financial	
Strategic Plan Relationship	Supporting sustainable growth, actively work to attract/retain a diverse range of businesses, creating employment opportunities for residents and a balanced tax base. Striving to be fiscally sustainable through prudent, future focused financial manag	
Basis for Activity	Service Level Change	
Staff Contact	Christine Martin	

Priority
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Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	0	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>0</b>	

# 2025 PROPOSED CAPITAL BUDGET



**FIRE PROTECTION**





## Budget Report

Run Date: Jan 22, 2025

	Total Budget 2025	CCBF Grant 2025	OCIF Grant 2025	Other Grants/Donations 2025	Reserves 2025	Funding from Debt 2025	Funded Through Taxation 2025
<b>Buildings &amp; Improvements</b>							
CB07Replace Overhead Doors Station #1 &# 2	25,000						25,000
CB08Replace Fire Alarm Panel Station #1	3,000						3,000
CB09Decontamination Rooms Station #1 & #2	100,000						100,000
CB10Secure front vestibule and office area Station 1	40,000						40,000
<b>Total</b>	<b>168,000</b>						<b>168,000</b>
<b>Equipment &amp; Machinery</b>							
CE16Replace SCBA Air Cylinders	30,000						30,000
<b>Total</b>	<b>30,000</b>						<b>30,000</b>
<b>Vehicles</b>							
CV03RESCUE VEHICLE	323,467				(221,086)		102,381
CV09Pumper #1 Retrofit Tool Compartment	10,000						10,000
<b>Total</b>	<b>333,467</b>				<b>(221,086)</b>		<b>112,381</b>
<b>DEBT PAYMENTS</b>							
FIR 211 FIRE DEPT CAPITAL	115,952						115,952
<b>Total DEBT PAYMENTS</b>	<b>115,952</b>						<b>115,952</b>
<b>Total Protection Services</b>	<b>647,419</b>				<b>(221,086)</b>		<b>426,333</b>

# TOWNSHIP OF ELIZABETH TOWN-KITLEY

## Capital Projects

<b>Project</b>	CB07 Replace Overhead Doors Station #1 & #2		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

Description
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Overhead apparatus bay door replacement for Station #1/2.

Rationale
-----------

The truck bay doors at Station #1 & #2 were inspected last year as part of the annual maintenance check. It was stated by the technician that these doors are in poor repair and would require replacement. The door skins are delaminating from the foam core and the integrity of the doors is now in question. As the door system works as a unit to provide the structure necessary, if the metal skin is delaminated it effects the strength of the door and operation as evidence on some doors rubbing on the upper door jam during operation. The seals also require replacement due to the fact that they are 20-30 years old and are dried out and no longer make a good seal leading to energy loss and rodent intrusion.

Budget
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	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	50,000	25,000	25,000			
<b>Expenditures Total</b>	<b>50,000</b>	<b>25,000</b>	<b>25,000</b>			

Attributes
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Attribute	Value	Comment
Strategic Plan Priority	Financial	Efficiently updating township assets.
Strategic Plan Relationship	Focusing on process improvements to increase Township effectiveness and efficiency, while working to review services to develop sustainable and customer friendly services	
Basis for Activity	Asset Life Cycle Maintenance	
Staff Contact	Jeff Sargent	

Priority
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Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	5	Exclude pests/rodents
Capital Asset Management Plan (Max 20 pts)	10	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	5	Energy savings from current heat loss.
Strategic Plan Initiative (Max 20 Points)	12	Renew assets as repairs become evident to become proactive in maintaining buildings and stretching their longevity.
<b>Total Weight</b>	<b>32</b>	

# TOWNSHIP OF ELIZABETHTOWN-KITLEY

## Capital Projects

<b>Project</b>	CB08 Replace Fire Alarm Panel Station #1		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

Description
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Replacement of Fire Alarm Panel System for Station #1

Rationale
-----------

The Fire alarm system at Station # 1 was installed during the construction of the Building in 2001. Last year when the system had its annual test and service it passed and was recertified. At that time the technician from the inspecting agency stated that the system was obsolete and although the system did pass its annual testing, if it were to have a failure parts are no longer available. The system would need to be replaced at that time on an emergency basis. I requested a quote in February of 2024 the quote is for \$2874.72 with an anticipated inflationary increase I have budgeted for.

Budget
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	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	3,000	3,000				
<b>Expenditures Total</b>	<b>3,000</b>	<b>3,000</b>				

Attributes
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Attribute	Value	Comment
Strategic Plan Priority	Financial	
Strategic Plan Relationship	Focusing on process improvements to increase Township effectiveness and efficiency, while working to review services to develop sustainable and customer friendly services	
Basis for Activity	Asset Renewal	
Staff Contact	Jeff Sargent	

Priority
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Category	Priority	Comment
Legislated (Max 20 points)	5	
Public Health and Safety (Max 20 pts)	10	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	12	
<b>Total Weight</b>	<b>27</b>	

# TOWNSHIP OF ELIZABETHTOWN-KITLEY

## Capital Projects

<b>Project</b>	CB08 Replace Fire Alarm Panel Station #1		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

### Gallery

C:\Users\deputychief\Pictures\St 1 Alarm quote.JPG



11-333 California Ave,  
Brockville ON  
K6V 5Y6  
PH: 1-613-704-1463  
EMAIL: info@secureway.ca

QUOTATION: # 2097924  
12th February 2024

<b>Customer</b> Township of Elizabethtown-Kitley <b>Address</b> 44 Main St E, Elizabethtown-Kitley, ON K0E 1M0 <b>Contact</b> Holly Dunster <b>Phone</b> 613-498-2460 <b>Mobile</b>	<b>Secureway Contact</b> Sarah Jenkinson		
<b>Job Description:</b>			
FACU replacement/upgrade Patch and paint not included Building permit not included			
<b>Materials:</b>			
<b>Quantity</b>	<b>Material</b>	<b>Item Price</b>	<b>Total</b>
1	6 Zone Fire Alarm Master Control6 Zone Fire Alarm Master Control	\$1,214.00	\$1,214.00
4	replace FACUreplace FACU	\$85.00	\$340.00
4	Labor - Fire TechnicianLabor - Fire Technician	\$135.00	\$540.00
1	Fire alarm Verification report - CAN/ULC-S537Fire alarm Verification report - CAN/ULC-S537	\$125.00	\$125.00
1	Photoelectric Smoke Detector - 2 WirePhotoelectric Smoke Detector - 2 Wire	\$125.00	\$125.00
1	esa permitesa permit	\$200.00	\$200.00
Note: Valid for 30 Days		Sub Total	\$2,544.00
Approved:		HST on Sales	\$330.72
		<b>Total</b>	<b>\$2,874.72</b>

**TOWNSHIP OF ELIZABETHTOWN-KITLEY**

**Capital Projects**

<b>Project</b>	CB09 Decontamination Rooms Station #1 & #2		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

**Description**

Build Decontamination Rooms at Fire Station #1 & # 2

**Rationale**

With the building of the new Fire Station in Toledo and the focus on the fact that firefighters have an increased risk of cancers due to the nature of their work. It has been identified throughout the fire service that an integral part of our strategy to assist in cancer prevention should be to protect our members from the harmful effects of the containments they come in contact with. We make every effort to clean away as much contamination as we can before returning to the stations after an exposure type incident. However the best line of defense is to wash our gear with the appropriate washing facilities and keep it clean between occurrences. Current procedures in the fire service provide special rooms to contain this contamination (As the Station 3 build accommodated) not only to protect our

**Budget**

	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	100,000	100,000				
<b>Expenditures Total</b>	<b>100,000</b>	<b>100,000</b>				

**Attributes**

Attribute	Value	Comment
Strategic Plan Priority	Process Improvements	
Strategic Plan Relationship	Focusing on process improvements to increase Township effectiveness and efficiency, while working to review services to develop sustainable and customer friendly services	
Basis for Activity	Upgrade to Asset	
Staff Contact	Jeff Sargent	

**Priority**

Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	15	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	10	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	5	
<b>Total Weight</b>	<b>30</b>	

**TOWNSHIP OF ELIZABETHTOWN-KITLEY**

**Capital Projects**

<b>Project</b>	CB10 Secure front vestibule and office area Station 1		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

**Description**

Renovate front hall and office area Station # 1

**Rationale**

Renovate the front door area to incorporate a secure vestibule with a pass through to reception. This area is not secure from the rest of the building and there are times when staff numbers are minimal or all staff may be away from the office for various duties, as well we lend out our facilities to other organizations from the public. There are also times when one staff member is in the building alone. The idea is to add a glass partition with a door that is unlocked from inside the building and add a Glass pass through to reception for the security of all our staff. We also have some documents that are currently housed in an area open to the public because the reception area is not secure. We would like to wall off the rest of reception into a more traditional office arrangement that can be secured. This is a

**Budget**

	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	40,000	40,000				
<b>Expenditures Total</b>	<b>40,000</b>	<b>40,000</b>				

**Attributes**

Attribute	Value	Comment
Strategic Plan Priority	Process Improvements	
Strategic Plan Relationship	Focusing on process improvements to increase Township effectiveness and efficiency, while working to review services to develop sustainable and customer friendly services	
Basis for Activity	Upgrade to Asset	
Staff Contact	Jeff Sargent	

**Priority**

Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	15	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	15	
<b>Total Weight</b>	<b>30</b>	

# TOWNSHIP OF ELIZABETHTOWN-KITLEY

## Capital Projects

<b>Project</b>	CE16 Replace SCBA Air Cylinders		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

Description
-------------

Replace Breathing Air Bottles

Rationale
-----------

The current breathing air bottles purchased in 2013 Have a max 15 year life span and must be replaced by that time. We purchased 10 new bottles in 2024 and must continue to do this to replace all bottles by the end of life. At this rate we will need to purchase 15 bottles per year until 2028. The two RIT kits used for firefighter rescue will also need to be replaced in 2028.

Budget
--------

	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	125,000	30,000	30,000	30,000	35,000	
<b>Expenditures Total</b>	<b>125,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>35,000</b>	

Attributes
------------

Attribute	Value	Comment
Strategic Plan Priority	Financial	
Strategic Plan Relationship	Ensuring the organization has adequate resources and trained professional staff is key to ensuring that we can deliver services that residents expect, while ensuring we function as a high-performance team and deliver exceptional services to our commu	
Basis for Activity	Asset Renewal	
Staff Contact	Jeff Sargent	

Priority
----------

Category	Priority	Comment
Legislated (Max 20 points)	20	
Public Health and Safety (Max 20 pts)	20	
Capital Asset Management Plan (Max 20 pts)	15	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>55</b>	

**TOWNSHIP OF ELIZABETHTOWN-KITLEY**

**Capital Projects**

<b>Project</b>	CV03 RESCUE VEHICLE		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

**Description**

1995 Kitley KR03 Rescue Vehicle CARRY OVER

**Rationale**

**Replacement of the 1995 rescue was deferred in 2023, with a portion of the capital funds allocated to reserves for the replacement. Currently, all the lighting in the compartments is not functioning, as there are electrical problems with emergency lighting due to age and corrosion. The alternator has been replaced and still requires monitoring due to its age and current draw causes further problems. There is corrosion on the frame and having been assessed by a licensed mechanic, is nearing the point of not passing safety. Therefore, we do not recommend spending additional financial resources on this expired asset.**

~~The Team has reviewed options and is proposing a smaller stock 4-wheel~~

**Budget**

	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	323,467	323,467				
<b>Expenditures Total</b>	<b>323,467</b>	<b>323,467</b>				
<b>Funding</b>						
Reserves	221,086	221,086				
<b>Funding Total</b>	<b>221,086</b>	<b>221,086</b>				

**Attributes**

Attribute	Value	Comment
Strategic Plan Priority	Process Improvements	
Strategic Plan Relationship	Focusing on process improvements to increase Township effectiveness and efficiency, while working to review services to develop sustainable and customer friendly services	
Basis for Activity	Asset Life Cycle Maintenance	
Staff Contact	Jeff Sargent	

**Priority**

Category	Priority	Comment
Legislated (Max 20 points)	20	
Public Health and Safety (Max 20 pts)	20	
Capital Asset Management Plan (Max 20 pts)	20	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	10	
<b>Total Weight</b>	<b>70</b>	



# TOWNSHIP OF ELIZABETHTOWN-KITLEY

## Capital Projects

<b>Project</b>	CV09 Pumper #1 Retrofit Tool Compartment		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

Description
-------------

Upgrade to Pumper 1 for secure storage of tools and equipment.

Rationale
-----------

With the success of the tool boards and organization on Rescue # 1 it has been requested by the members to continue with some of these retrofits on some other apparatus to aid in organization and efficiency. I received a quote to build and supply one swing out tool board to be mounted on Pumper # 1 by our members and be used to mount tools so they are easier to access in an emergency. I have allotted \$10,000.00 for this with an anticipated inflationary increase and the likely need for some small hardware and brackets to finish the project.

Budget
--------

	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	10,000	10,000				
<b>Expenditures Total</b>	<b>10,000</b>	<b>10,000</b>				

Attributes
------------

Attribute	Value	Comment
Strategic Plan Priority	Process Improvements	
Strategic Plan Relationship	Focusing on process improvements to increase Township effectiveness and efficiency, while working to review services to develop sustainable and customer friendly services	
Basis for Activity	Upgrade to Asset	
Staff Contact	Jeff Sargent	

Priority
----------

Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	15	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	10	
<b>Total Weight</b>	<b>25</b>	

# 2025 PROPOSED CAPITAL BUDGET



# TRANSPORTATION



## Budget Report

Run Date: Jan 22, 2025

	Total Budget 2025	CCBF Grant 2025	OCIF Grant 2025	Other Grants/Donations 2025	Reserves 2025	Funding from Debt 2025	Funded Through Taxation 2025
<b>Bridges &amp; Culverts</b>							
CC01Chant Rd Bridge	75,000						75,000
CC02EK12 - Kitley Line 9 Structure	75,000						75,000
CC03Townline Road Bridge Replacement	800,000					(800,000)	
CC04EK4 - Lyn Valley Creek Bridge	75,000						75,000
CC06EK6 - Kinch Street Culvert	30,000						30,000
<b>Total</b>	<b>1,055,000</b>					<b>(800,000)</b>	<b>255,000</b>
<b>Roads</b>							
503 KITLEY LINE 8	209,857						209,857
558 HOWE RD	480,000	(312,600)					167,400
559 2ND CONCESSION RD	225,021		(198,771)				26,250
598 HEALEY RD	75,000						75,000
<b>Total</b>	<b>989,878</b>	<b>(312,600)</b>	<b>(198,771)</b>				<b>478,507</b>
<b>Vehicles</b>							
CV08Tandem Plow Truck Replacement	498,000						498,000
CV10Wheel Loader	70,000						70,000
<b>Total</b>	<b>568,000</b>						<b>568,000</b>
<b>DEBT PAYMENTS</b>							
RDS 311 ROADS CAPITAL	91,441						91,441
<b>Total DEBT PAYMENTS</b>	<b>91,441</b>						<b>91,441</b>
<b>Total Transportation Services</b>	<b>2,704,319</b>	<b>(312,600)</b>	<b>(198,771)</b>			<b>(800,000)</b>	<b>1,392,948</b>

**TOWNSHIP OF ELIZABETHTOWN-KITLEY**

**Capital Projects**

<b>Project</b>	503 KITLEY LINE 8		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

**Description**

Asset ID 414 - From Cty Rd 29 to Church Street AADT 524 (2023)  
 Asset ID 415 - From Church Street to Edwards Road AADT 724 (2023)  
 Asset ID 417 - From Edwards Road to Leacock Road AADT 456 (2023)

**Rationale**

RNS - 2025, Asset ID 415 Full Depth Reconstruction at an estimated cost of \$416,020. Propose microsurfacing at \$209,857.

RNS - 2027, Asset ID 417, Full reconstruction = \$538,020.00. Propose microsurfacing in 2026 at \$192,555.00

**Budget**

	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	402,412	209,857	192,555			
<b>Expenditures Total</b>	<b>402,412</b>	<b>209,857</b>	<b>192,555</b>			

**Attributes**

Attribute	Value	Comment
Strategic Plan Priority		
Strategic Plan Relationship		
Basis for Activity		
Staff Contact		

**Priority**

Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	0	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>0</b>	

# TOWNSHIP OF ELIZABETHTOWN-KITLEY

## Capital Projects

<b>Project</b>	503 KITLEY LINE 8		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

### Gallery

W:\Public Works\P06 - Road Network\414-Kitley Line 8\Asset ID 414 Kitley Line 8.png



**TOWNSHIP OF ELIZABETHTOWN-KITLEY**

**Capital Projects**

<b>Project</b>	558 HOWE RD		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

**Description**

Asset ID 304 - From Cty Rd 27 to Cty Rd 46

**Rationale**

RNS - 2026, Full depth reconstruction \$1,444,480.00. Propose microsurfacing at \$480,000.00. Estimated service life extension of 7-10 years.

AADT 2021 = 400

**Budget**

	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	480,000	480,000				
<b>Expenditures Total</b>	<b>480,000</b>	<b>480,000</b>				
<b>Funding</b>						
Grants	312,600	312,600				
<b>Funding Total</b>	<b>312,600</b>	<b>312,600</b>				

**Attributes**

Attribute	Value	Comment
Strategic Plan Priority		
Strategic Plan Relationship		
Basis for Activity		
Staff Contact		

**Priority**

Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	0	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>0</b>	

# TOWNSHIP OF ELIZABETHTOWN-KITLEY

## Capital Projects

<b>Project</b>	558 HOWE RD		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

### Gallery

W:\Public Works\P06 - Road Network\304-Howe Road\304 Howe Road(@Cty Rd 27).png



**TOWNSHIP OF ELIZABETHTOWN-KITLEY**

**Capital Projects**

<b>Project</b>	559 2ND CONCESSION RD		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

**Description**

Asset ID 169 - From Brockville City Limits to Kelly Side Road  
 Asset ID 165 - From Sharpes Lane to Augusta Line

**Rationale**

Asset Management Plan Asset ID 169 - replacement cost estimated at \$663,000.00. Proposed microsurfacing at \$225,021.00 in 2025.

Asset ID 165 - propose microsurfacing 2027 at \$154,720.00

Estimated service life extension of 7-10 years.

**Budget**

	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	379,741	225,021		154,720		
<b>Expenditures Total</b>	<b>379,741</b>	<b>225,021</b>		<b>154,720</b>		
<b>Funding</b>						
Grants	198,771	198,771				
<b>Funding Total</b>	<b>198,771</b>	<b>198,771</b>				

**Attributes**

Attribute	Value	Comment
Strategic Plan Priority		
Strategic Plan Relationship		
Basis for Activity		
Staff Contact		

**Priority**

Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	0	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>0</b>	



# TOWNSHIP OF ELIZABETHTOWN-KITLEY

## Capital Projects

<b>Project</b>	559 2ND CONCESSION RD		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

### Gallery

W:\Public Works\P06 - Road Network\169-2nd Concession\169 - 2nd Concession (@North Augusta Rd).png



**TOWNSHIP OF ELIZABETHTOWN-KITLEY**

**Capital Projects**

<b>Project</b>	598 HEALEY RD		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

**Description**

Asset ID 300 - From Chant Road to Kitley Line 8

**Rationale**

This is a shared road with Rideau Lakes Township, the total cost will be shared by both municipalities.

Proposed to complete the culvert replacement and base work in 2025 at \$75,000.00 per municipality (\$150,000.00). Complete the wearing surface in 2026 at \$75,000.00 per municipality (\$150,000.00)

**Budget**

	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	150,000	75,000	75,000			
<b>Expenditures Total</b>	<b>150,000</b>	<b>75,000</b>	<b>75,000</b>			

**Attributes**

Attribute	Value	Comment
Strategic Plan Priority		
Strategic Plan Relationship		
Basis for Activity		
Staff Contact		

**Priority**

Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	0	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>0</b>	

# TOWNSHIP OF ELIZABETHTOWN-KITLEY

## Capital Projects

<b>Project</b>	598 HEALEY RD		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

### Gallery

W:\Public Works\P06 - Road Network\300 - Heally Rd (@Cross Culvert).png



# TOWNSHIP OF ELIZABETHTOWN-KITLEY

## Capital Projects

<b>Project</b>	CC01 Chant Rd Bridge		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

Description
-------------

Preliminary design for the replacement of the existing structure

Rationale
-----------

Budget						
--------	--	--	--	--	--	--

	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	825,000	75,000	750,000			
<b>Expenditures Total</b>	<b>825,000</b>	<b>75,000</b>	<b>750,000</b>			

Attributes		
------------	--	--

Attribute	Value	Comment
Strategic Plan Priority		
Strategic Plan Relationship		
Basis for Activity		
Staff Contact		

Priority		
----------	--	--

Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	0	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>0</b>	

# TOWNSHIP OF ELIZABETH TOWN-KITLEY

## Capital Projects

<b>Project</b>	CC02 EK12 - Kitley Line 9 Structure		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

Description
-------------

Preliminary design for the replacement of the existing structure.

Rationale
-----------

Report # PW-24-16 was received on November 11 2024 outlining the current state of the existing structure. The existing structure has been placed under a load restriction.

Budget
--------

	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	495,544	75,000	105,136	105,136	105,136	105,136
<b>Expenditures Total</b>	<b>495,544</b>	<b>75,000</b>	<b>105,136</b>	<b>105,136</b>	<b>105,136</b>	<b>105,136</b>

Attributes
------------

Attribute	Value	Comment
Strategic Plan Priority	Financial	
Strategic Plan Relationship	Striving for excellence and accountability in government, providing effective and efficient services, information, and opportunities to shape municipal initiatives. Strategic priorities focus on providing excellence in Customer Service and Communicat	
Basis for Activity	Asset Renewal	
Staff Contact	Josh LaChance	

Priority
----------

Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	20	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>20</b>	

**TOWNSHIP OF ELIZABETHTOWN-KITLEY**

**Capital Projects**

<b>Project</b>	CC03 Townline Road Bridge Replacement		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

**Description**

The Townline Road Bridge is a shared structure with Rideau Lakes Township. The Bridge is located 2.0 km east of County Rd 29.

**Rationale**

The design RFP was issued in 2022 and the work was awarded to TSI Inc. The design is currently at the 90% stage and Rideau Lakes Township has budgeted to complete the project in 2025.

Council received report number PW-24-15 on November 25 2024 and passed resolution no. 271-24:

*That Council approves include option 1 in the 2025 Capital Budget for the Townline Bridge replacement, as per Report PW-24-15 received during the November 18, 2024 Committee of the Whole meeting.*

**Budget**

	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	1,207,800	800,000	101,950	101,950	101,950	101,950
<b>Expenditures Total</b>	<b>1,207,800</b>	<b>800,000</b>	<b>101,950</b>	<b>101,950</b>	<b>101,950</b>	<b>101,950</b>
<b>Funding</b>						
Debt	800,000	800,000				
<b>Funding Total</b>	<b>800,000</b>	<b>800,000</b>				

**Attributes**

Attribute	Value	Comment
Strategic Plan Priority		
Strategic Plan Relationship		
Basis for Activity		
Staff Contact		

**Priority**

Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	20	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	10	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>30</b>	

# TOWNSHIP OF ELIZABETHTOWN-KITLEY

## Capital Projects

<b>Project</b>	CC04 EK4 - Lyn Valley Creek Bridge		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

Description
-------------

Safe Roads Engineering was awarded the detail design in March 2022. The structure has been load restricted to 7 tonne per axle due to observed conditions.

Rationale
-----------

The project was put on hold due the United Counties of Leeds and Grenville anticipating the replacement of the upstream structure on County Road 27 (Main Street Lyn). This project has not come to fruition.  
The detail design for EK4 is anticipated to be completed early 2025 and construction in 2026.

Budget						
--------	--	--	--	--	--	--

	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	1,625,000	75,000	1,550,000			
<b>Expenditures Total</b>	<b>1,625,000</b>	<b>75,000</b>	<b>1,550,000</b>			

Attributes		
------------	--	--

Attribute	Value	Comment
Strategic Plan Priority		
Strategic Plan Relationship		
Basis for Activity		
Staff Contact		

Priority		
----------	--	--

Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	0	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>0</b>	

# TOWNSHIP OF ELIZABETHTOWN-KITLEY

## Capital Projects

<b>Project</b>	CC06 EK2 - Kinch Street Bridge		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

Description
-------------

Underwater investigation and monitoring of movements for outlet component at southwest side.

Rationale
-----------

Additional investigations highlighted in 2023 OSIM report.

Budget						
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	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	605,000	30,000		75,000	500,000	
<b>Expenditures Total</b>	<b>605,000</b>	<b>30,000</b>		<b>75,000</b>	<b>500,000</b>	

Attributes		
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Attribute	Value	Comment
Strategic Plan Priority		
Strategic Plan Relationship		
Basis for Activity		
Staff Contact		

Priority		
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Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	0	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>0</b>	



**TOWNSHIP OF ELIZABETHTOWN-KITLEY**

**Capital Projects**

<b>Project</b>	CV08 Tandem Plow Truck Replacement		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

**Description**

Tandem Plow truck Replacement

**Rationale**

Council approved the purchase of a new tandem plow truck at the June 24, 2024 regular council meeting.

**Budget**

	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	498,000	498,000				
<b>Expenditures Total</b>	<b>498,000</b>	<b>498,000</b>				

**Attributes**

Attribute	Value	Comment
Strategic Plan Priority		
Strategic Plan Relationship		
Basis for Activity	Asset Renewal	
Staff Contact	Josh LaChance	

**Priority**

Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	0	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>0</b>	

**TOWNSHIP OF ELIZABETHTOWN-KITLEY**

**Capital Projects**

<b>Project</b>	CV10 Wheel Loader		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

**Description**

Proposed leasing of Wheel Loader for 5 years

**Rationale**

Currently renting wheel loader for 6 months of the year @\$20,000 +tax.

**Budget**

	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	350,000	70,000	70,000	70,000	70,000	70,000
<b>Expenditures Total</b>	<b>350,000</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>

**Attributes**

Attribute	Value	Comment
Strategic Plan Priority		
Strategic Plan Relationship		
Basis for Activity	Upgrade to Asset	
Staff Contact	Josh LaChance	

**Priority**

Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	0	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>0</b>	

**From:** [Kim, Seong \(IO\)](#)  
**To:** [Christine Martin](#)  
**Subject:** RE: Current Lending rates  
**Date:** Tuesday, January 14, 2025 1:51:51 PM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[image004.png](#)

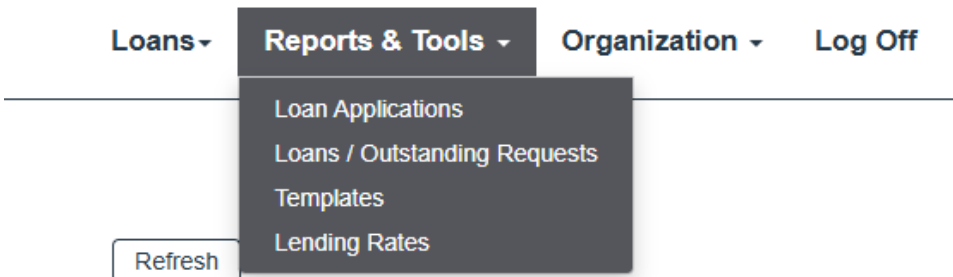
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Good afternoon,

Please see below the IO indicative rates as of today, January 14, 2025:

	Construction	3.81%
	Amortizing	Serial
5Y	3.66%	3.66%
10Y	4.09%	4.06%
15Y	4.42%	4.36%
20Y	4.61%	4.54%
25Y	4.70%	4.63%
30Y	4.74%	4.67%

You can also access to these rates through IO Webloans website – <https://webloans.infrastructureontario.ca/>. Once you log in, you can find the rates under the drop-down menu “Reports & Tools”. Here I have the screenshot of the drop-down menu for your ease of reference.



Please feel free to let me know if you have any other questions.

Regards,  
Seong

**Seong Kim**  
Senior Relationship Manager, Lending, Infrastructure Ontario

# >> Serial Debenture Schedule

**Organization Name**  
**Principal Amount**           **\$800,000.00**  
**Annual Interest Rate**       **4.06 %**  
**Loan Term (Year)**           **10**  
**Debenture Date**  
 (mm/dd/yyyy)               **06/01/2025**  
**Maturity Date**  
 (mm/dd/yyyy)               **06/01/2035**  
**Payment Frequency**       **SemiAnnual**  
**Loan Type**                   **Serial**

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Payment Date	Total Payment	Principal Amount	Interest Amount	Principal Balance
12/01/2025	\$56,284.49	\$40,000.00	\$16,284.49	\$760,000.00
06/01/2026	\$55,385.73	\$40,000.00	\$15,385.73	\$720,000.00
12/01/2026	\$54,656.04	\$40,000.00	\$14,656.04	\$680,000.00
06/01/2027	\$53,766.18	\$40,000.00	\$13,766.18	\$640,000.00
12/01/2027	\$53,027.59	\$40,000.00	\$13,027.59	\$600,000.00
06/01/2028	\$52,213.37	\$40,000.00	\$12,213.37	\$560,000.00
12/01/2028	\$51,399.15	\$40,000.00	\$11,399.15	\$520,000.00
06/01/2029	\$50,527.08	\$40,000.00	\$10,527.08	\$480,000.00
12/01/2029	\$49,770.70	\$40,000.00	\$9,770.70	\$440,000.00
06/01/2030	\$48,907.53	\$40,000.00	\$8,907.53	\$400,000.00
12/01/2030	\$48,142.25	\$40,000.00	\$8,142.25	\$360,000.00
06/01/2031	\$47,287.98	\$40,000.00	\$7,287.98	\$320,000.00
12/01/2031	\$46,513.80	\$40,000.00	\$6,513.80	\$280,000.00
06/01/2032	\$45,699.57	\$40,000.00	\$5,699.57	\$240,000.00
12/01/2032	\$44,885.35	\$40,000.00	\$4,885.35	\$200,000.00

Payment Date	Total Payment	Principal Amount	Interest Amount	Principal Balance
06/01/2033	\$44,048.88	\$40,000.00	\$4,048.88	\$160,000.00
12/01/2033	\$43,256.90	\$40,000.00	\$3,256.90	\$120,000.00
06/01/2034	\$42,429.33	\$40,000.00	\$2,429.33	\$80,000.00
12/01/2034	\$41,628.45	\$40,000.00	\$1,628.45	\$40,000.00
06/01/2035	\$40,809.78	\$40,000.00	\$809.78	\$0.00
	<b>\$970,640.15</b>	<b>\$800,000.00</b>	<b>\$170,640.15</b>	

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**DISCLAIMER:**

Infrastructure Ontario does not warrant or make any representations regarding the use or the results of the use of the calculator found herein in terms of their correctness, accuracy, timeliness, reliability, or otherwise. Under no circumstances shall Infrastructure Ontario be held liable for any damages, whether direct, incidental, indirect, special, or consequential, and including, without limitation, lost revenues or lost profits, arising from or in connection with your use or reliance on the calculator found herein.

This calculator is provided for general illustrative purposes only and does not constitute investment advice. To take into account your specific circumstances, you should obtain professional investment, legal and/or tax advice, as appropriate.

# 2025 PROPOSED CAPITAL BUDGET



**WASTE & RECYCLING**



# 2025 PROPOSED CAPITAL BUDGET



# RECREATION & CULTURE





## Budget Report

Run Date: Jan 22, 2025

	Total Budget 2025	CCBF Grant 2025	OCIF Grant 2025	Other Grants/Donations 2025	Reserves 2025	Funding from Debt 2025	Funded Through Taxation 2025
<b>Buildings &amp; Improvements</b>							
CB03BLAINE HEALEY PAVILLION	50,000				(50,000)		
CB11BAND SHELL - LYN BALLPARK	80,000			(40,000)			40,000
CB12OLD LYN FIRE HALL - DEMOLITION	40,000						40,000
<b>Total</b>	<b>170,000</b>			<b>(40,000)</b>	<b>(50,000)</b>		<b>80,000</b>
<b>Studies and Plans</b>							
CS08RECREATION MASTER PLAN	25,000				(10,000)		15,000
<b>Total</b>	<b>25,000</b>				<b>(10,000)</b>		<b>15,000</b>
PROVISION TO RESERVES							
PKS 735 BELLAMY PARKS CAPITAL	10,000						10,000
REC 711 RECREATION CAPITAL	5,000						5,000
<b>Total PROVISION TO RESERVES</b>	<b>15,000</b>						<b>15,000</b>
<b>Total Recreation and Culture Services</b>	<b>210,000</b>			<b>(40,000)</b>	<b>(60,000)</b>		<b>110,000</b>

**TOWNSHIP OF ELIZABETHTOWN-KITLEY**

**Capital Projects**

<b>Project</b>	CB03 BLAINE HEALEY PAVILLION		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

**Description**

Complete the Pavilion Project by transferring the electrical panels located in the old canteen building that control the Diamond lights over to the new utility room within the pavilion. CARRY OVER

**Rationale**

The old canteen is full of mold and the building would require a considerable amount of work to make it safe. It is often being used as a canteen against the orders of the Health Unit. This project was deferred from 2024.

**Budget**

	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	50,000	50,000				
<b>Expenditures Total</b>	<b>50,000</b>	<b>50,000</b>				
<b>Funding</b>						
Reserves	50,000	50,000				
<b>Funding Total</b>	<b>50,000</b>	<b>50,000</b>				

**Attributes**

Attribute	Value	Comment
Strategic Plan Priority		
Strategic Plan Relationship		
Basis for Activity	Upgrade to Asset	
Staff Contact	Jen Wood	

**Priority**

Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	0	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>0</b>	

# TOWNSHIP OF ELIZABETHTOWN-KITLEY

## Capital Projects

<b>Project</b>	CB11 BAND SHELL - LYN BALLPARK		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

Description
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Build a Band shell at the Lyn Ball Diamonds

Rationale
-----------

At the December 16 Council meeting staff was directed to prepare a report to Council about the cost for this project to be able to apply donation money to a proposed project.

Budget
--------

	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	80,000	80,000				
<b>Expenditures Total</b>	<b>80,000</b>	<b>80,000</b>				

Attributes
------------

Attribute	Value	Comment
Strategic Plan Priority	Governance & Organizational Management	
Strategic Plan Relationship	Supporting sustainable growth, actively work to attract/retain a diverse range of businesses, creating employment opportunities for residents and a balanced tax base. Striving to be fiscally sustainable through prudent, future focused financial manag	
Basis for Activity	Asset Renewal	
Staff Contact	Jason Myre	

Priority
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Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	0	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>0</b>	

# TOWNSHIP OF ELIZABETHTOWN-KITLEY

## Capital Projects

<b>Project</b>	CB12 OLD LYN FIRE HALL - DEMOLITION		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

Description
-------------

To demolish the Old fire hall in Lyn and decommission and relocate the well.

Rationale
-----------

Beginning in June of 2024 Staff inspected the building and deemed it unsafe. At the October 24 meeting Council approved demolition and inquired about the well and decommissioning it as well as possible relocation. At the November 13 2024 Council meeting staff was directed to proceed with this project.

Budget
--------

	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	40,000	40,000				
<b>Expenditures Total</b>	<b>40,000</b>	<b>40,000</b>				

Attributes
------------

Attribute	Value	Comment
Strategic Plan Priority	Governance & Organizational Management	
Strategic Plan Relationship	Supporting sustainable growth, actively work to attract/retain a diverse range of businesses, creating employment opportunities for residents and a balanced tax base. Striving to be fiscally sustainable through prudent, future focused financial manag	
Basis for Activity	Asset Renewal	
Staff Contact	Jason Myre	

Priority
----------

Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	0	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>0</b>	

# TOWNSHIP OF ELIZABETHTOWN-KITLEY

## Capital Projects

<b>Project</b>	CS08 RECREATION MASTER PLAN		
<b>Department</b>			
<b>Version</b>	1. Department Submission	<b>Year</b>	2025

Description
-------------

To engage a consultant to create a Recreation Master Plan.

Rationale
-----------

This will allow Council to engage public, and provide a guidance to staff about Council's vision for the future of recreation in the Township of Elizabethtown-Kitley.

Budget						
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	Total	2025	2026	2027	2028	2029
<b>Expenditures</b>						
Expenditures	25,000	25,000				
<b>Expenditures Total</b>	<b>25,000</b>	<b>25,000</b>				
<b>Funding</b>						
Reserves	10,000	10,000				
<b>Funding Total</b>	<b>10,000</b>	<b>10,000</b>				

Attributes		
------------	--	--

Attribute	Value	Comment
Strategic Plan Priority	Governance & Organizational Management	
Strategic Plan Relationship	Supporting sustainable growth, actively work to attract/retain a diverse range of businesses, creating employment opportunities for residents and a balanced tax base. Striving to be fiscally sustainable through prudent, future focused financial manag	
Basis for Activity	Service Level Change	
Staff Contact	Jen Wood	

Priority		
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Category	Priority	Comment
Legislated (Max 20 points)	0	
Public Health and Safety (Max 20 pts)	0	
Capital Asset Management Plan (Max 20 pts)	0	
External Funding (Max 10 pts)	0	
Environmental Impact or Protection (Max 10 pts)	0	
Strategic Plan Initiative (Max 20 Points)	0	
<b>Total Weight</b>	<b>0</b>	